



TOWN OF SEVASTOPOL PLAN COMMISSION MEETING

Date / Time: Tuesday, May 13th, 2025 – 5:30 p.m.
Location: Sevastopol Town Hall
4528 State Highway 57, Sturgeon Bay WI 54235
Telephone: (920) 746-1230 / Email: office@townofsevastopolwi.gov

Call to order. The meeting was called to order by Plan Commission Chair, Linda Wait at 5:30 p.m.

Roll call / Establish Quorum. The following Plan Commission members were present and constitute a quorum: Mike Woleben, Linda Wait, Hugh Zettel, Trent Olsen, and Laird Salisbury. Jay Hubner is excused.

Also present: Robin Zahran, Jean Elste, Karen Zahran, Mary Boston, Ron Boston, Tom Pollock, Warren Seagren, Tom Faella, Art Hohlfelder, Darlene Hohlfelder, Randy Ploor, Sue Ploor, Paul Sorenson, Boe Ellis, William Quinlan, Susan Engle, and Jerry Johnson.

Proper notice / adopt Agenda. Upon confirmation, the agenda was properly noticed, motion by Mike and second by Hugh to adopt the agenda. Motion carried.

Public Participation. None

Approve previous minutes (April 10, 2025). Motion by Hugh and second by Trent to accept the Plan Commission minutes of April 10, 2025. Motion carried.

New Business

Robin Zahran and Karen Zahran petition for a variance on sections of the Door County Shoreland Zoning Ordinance which requires structure additions to be at least 55' from the ordinary highwater mark (OHWM). Applicants are proposing to expand the existing footprint of a single-family residence and build a 3-story addition located 35' from the OHWM. The property located at 5457 Bay Shore Drive, PIN 022-02-06282612D3.

Linda reported that we have received the packet from Door County Land Use for this variance. Robin, homeowner, stated that the home in question has a foundation that is already there and grandfathered in. The only 2 areas that he is asking for are small alcove that he would like to make flush with the existing foundation and a second story deck that

would increase in size by roughly 10 feet. The home will not be any closer to the water than it is now.

The Plan Commission went over the criteria for the Board of Adjustment: public interest, unnecessary hardship, and property limitations.

Reasons for the Plan Commission's decision: the existing structure is already grandfathered within the high-water mark, the area requesting the variance is minor (42 square feet) and the second story deck is also small, there is value added to the property with the improvements.

Is the proposal consistent with the Comprehensive Plan? Yes, it is a residential improvement in an area zoned residential.

Concerns or objections the Plan Commission may wish to see potentially addressed: compliance with height limitations of the residence, aesthetically pleasing and fits with the character with the neighborhood.

Motion by Mike and second by Trent to approve and recommend supporting the variance with the plans as presented in the packet. Aye-4 to 1-nay (Hugh). Motion carried.

Hohlfelder Rentals, LLC petition to rezone 4.452 acres from Estate (ES) to Small Estate (SE) to divide the parcel into buildable residential lots. The property is located at 3892 East Whitefish Bay Road, PIN 022-03-16282721A.

Linda welcomed the applicants to present their rezone request. Art Hohlfelder indicated that the existing house is a tear-down. Applicants plan on constructing a 1,700 square foot home on the property. Hohlfelder is an investor that builds residences for resale and is requesting that the parcel be rezoned to Small Estate (ES), which allows for 1.5 acre size. The parcel could then be split into two parcels, which they feel would be more financially beneficial to potential buyers. If divided, access to the back lot would come down the property line to the east.

A number of neighbors were present and expressed their opposition to the rezone request. Neighbors believe that Whitefish Bay property is considered premium property and do not believe this property should be divided. Except for one nearby parcel, surrounding properties are in excess of 1.5 acres. Correspondence received by the Town Clerk prior to the meeting were read into the record (all oppose the rezone of the property).

Motion by Hugh and second by Laird to forward to the Town Board a recommendation to deny the petition to rezone from Estate (ES) to Small Estate (SE). Aye-5, Nay-0. Motion carried.

Reasons: The expectation of the neighborhood to retain its space and rural character, to maintain existing low density and intensity, concerns about ecological effects with density, surrounding properties are currently similar in size, expectations of parcels in their neighborhood are not and will not be subdivided.

Comprehensive Plan: It is inconsistent in regard to maintaining rural residential character within the Whitefish Bay hamlet.

Concerns or objections: See item 1 (reasons)

Future Agenda Items. To be determined.

Schedule Next Meeting. To be determined.

Adjourn. Motion by Hugh and second by Trent to adjourn. Motion carried and the meeting adjourned at 7:22p.m.

Respectfully Submitted,

Amy M. Flok
Draft 5/21/2024