



**ZONING CODE
CHAPTER 66
OF THE
MUNICIPAL CODE
OF THE
VILLAGE OF
SISTER BAY, WISCONSIN**

Last Text Amendment: March 19, 2024
Last Zoning Map Amendment: June, 2022
See Page 177 for summary of all Zoning Code amendments.
Last Updated: April 19, 2024

VILLAGE OF SISTER BAY ZONING CODE

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IF YOU ARE ATTEMPTING TO LOCATE THE REGULATIONS THAT PERTAIN TO A PARTICULAR PROPERTY, PLEASE INITIALLY DETERMINE WHAT ZONING DISTRICT THE PROPERTY IS ACTUALLY LOCATED IN. TO DO THAT, PLEASE REFER TO THE ZONING MAP THAT IMMEDIATELY FOLLOWS THIS PAGE. AFTER THAT, REFER TO THE INFORMATION THAT IS CONTAINED IN THIS TABLE AS WELL AS THE TABLE OF CONTENTS, AND THEN GO TO THE APPLICABLE PAGE(S) OF THE ZONING CODE.

IF YOU HAVE ANY QUESTIONS ABOUT THE VILLAGE'S ZONING REGULATIONS, PLEASE DON'T HESITATE TO CONTACT THE EMPLOYEES IN THE VILLAGE OFFICE. THEY CAN BE REACHED BY PHONE AT 920-854-4118, OR E-MAIL janalsuppanz@sisterbaywi.gov .

Thank You!!!



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Green Bay

Zoning Map

of the
Village of Sister Bay
 Door County, Wisconsin
 Last Updated: 12/06/2023

Zoning Districts

- (B-1) General Business
- (B-2) Downtown Business Transition
- (B-3) Downtown Business
- (CS-1) Countryside
- (I-1) Institutional
- (P-1) Park/Recreation
- (R-1) Single-Family Residence
- (R-2) Multiple-Family Residence
- (R-3) Large Lot Residence
- (R-4) Small Lot Residence

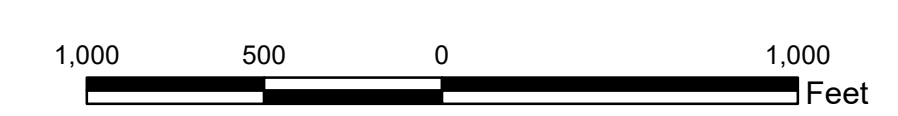
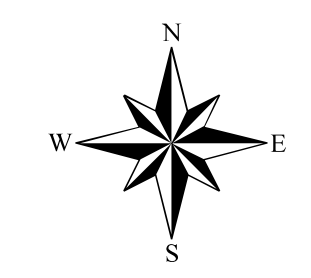
Overlay Districts

- (W-1) Wetland Overlay
- (BP) Bluff Protection Overlay
- (HL) Highway Landscape Overlay
- Road ROW Overlay
- (WHP) Wellhead Protection Overlay

CERTIFICATION:
 I, the undersigned Village President of the Village of Sister Bay, Door County, Wisconsin, do hereby certify that this "Zoning map of the Village of Sister Bay, Door County, Wisconsin" was amended and approved as part of "The Village of Sister Bay Zoning Ordinance, Door County, Wisconsin" effective on November 13th 2004 and is available in the office of the Village Clerk. Amendments to the Zoning Map shall take affect upon adoption by the Village board, and the filing of proof of posting or publication thereof in the office of the Village Clerk.

Attention:
 Rob Zoschke _____ Date _____ Heidi Teich _____ Date _____

This zoning map is based upon parcel and property boundary maps maintained by Door County. The right of way widths for public and private streets vary and the map shows a representation of the easements or rights-of-way. Questions regarding the Zoning Map, the Zoning Code, the Building Code and development regulations should check with the Zoning Administrator, 2383 Maple Drive, PO Box 769, Sister Bay, WI 54234.
 More information can be found on the Village's web site at www.sisterbaywi.gov.
 The contact information for the Administrator is admin@sisterbaywi.gov and 920-854-4118.



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SECTION 100 - STATUTORY AUTHORITY AND PURPOSE

1 **Sec. 66.0101 Authority**

2 These regulations are adopted under the authority granted by Wis. Stats., §61.35, §62.23(7), §62.231
3 and §87.30. Therefore, the Village Board of the Village of Sister Bay, Wisconsin does hereby ordain as
4 follows:

5 **Sec. 66.0102 Purpose**

6 The purpose of this chapter is to promote the health, safety, aesthetics and general welfare of this
7 community.

8 **Sec. 66.0103 Intent**

9 (1) It is the general intent of this chapter to regulate and restrict the use of all structures, lands, and
10 waters; and to:

- 11 (a) Regulate lot coverage and the size and location of all structures so as to prevent
12 overcrowding and to provide adequate sunlight, air, sanitation, and drainage;
- 13 (b) Regulate population density and distribution so as to avoid sprawl or undue concentration
14 and to facilitate the provision of adequate public services and utilities;
- 15 (c) Regulate parking, loading and access so as to lessen congestion in and promote the safety
16 and efficiency of the streets, highways and waterways;
- 17 (d) Secure safety from fire, flooding, panic, pollution, contamination and other dangers;
- 18 (e) Facilitate the adequate provision of transportation, water, sewerage, schools, parks and
19 other public requirements;
- 20 (f) Provide adequate light and air, including access to sunlight for solar collectors;
- 21 (g) Assure the protection of groundwater;
- 22 (h) Protect the traffic-carrying capacity of existing and proposed arterial streets and highways;
- 23 (i) Stabilize and protect existing property values;
- 24 (j) Further the appropriate use of land and conservation
- 25 (k) Preserve and promote the beauty of the community;
- 26 (l) Implement those municipal, County, watershed, and regional comprehensive plans or plan
27 components adopted by the Village of Sister Bay;
- 28 (m) Provide for the administration and enforcement of this chapter and to provide penalties for
29 its violation.

30 **Sec. 66.0104 Abrogation and Greater Restrictions**

31 It is not intended by the provisions of this Chapter to repeal, abrogate, annul, impair or interfere with
32 any existing easements, covenants, deed restrictions, agreements, Ordinances, rules, regulations, or
33 permits previously adopted or issued pursuant to laws. Except as otherwise provided in this Chapter,
34 wherever this Chapter imposes greater restrictions, the provisions of this Chapter shall govern.

35 **Sec. 66.0105 Interpretation**

36 In their interpretation and application, the provisions of this Chapter shall be held to be minimum
37 requirements and shall be liberally construed in favor of the Village and shall not be deemed a limitation
38 or repeal of any other power granted by the Wisconsin Statutes.

39 **Sec. 66.0106 Severability**

40 If any section, clause, provision or portion of this Chapter is adjudged unconstitutional or invalid by a
41 Court of competent jurisdiction, the remainder of this Chapter shall not be affected thereby.

VILLAGE OF SISTER BAY ZONING CODE

SECTION 66.0107 – TITLE

SECTION 66.0108 – ADOPTION

1 **Sec. 66.0107 Title**

2 This Chapter shall be known as, referred to or cited as the “Zoning Chapter of the Municipal Code of
3 Ordinances (Zoning Code), Village of Sister Bay, Door County, Wisconsin.”

4 **Sec. 66.0108 Adoption**

5 This Code was adopted as Ordinance No. 102-110904 on November 9, 2004, and was effective upon
6 publication on November 16, 2004.

VILLAGE OF SISTER BAY ZONING CODE

SECTION 200 - JURISDICTION

1
2 **Sec. 66.0201 Jurisdiction**

3 The jurisdiction of this Chapter shall include all lands and waters within the corporate limits of the
4 Village of Sister Bay.

5 **Sec. 66.0202 Compliance**

6 The use of any land or water; the size, shape and placement of lots; the use, size, type and location of
7 structures on lots; the filling and grading of any land; the cutting of shore land cover; the regulation of
8 signs, manufactured homes, trailers and parking lots; the consolidation or splitting of parcels; and the
9 subdivision of lots shall be in full compliance with the terms of this Chapter and other applicable
10 regulations. The construction of buildings and structures, or any addition thereto, and the changing of
11 any land use shall require a Zoning Permit unless otherwise expressly excluded from the requirement
12 of this Chapter. No structure, land, or water shall hereafter be used or developed (as "development"
13 is defined in Sec. 66.2100 of this Chapter) and no structure or part thereof shall hereafter be located,
14 erected, moved, reconstructed, extended, enlarged, converted, or structurally altered except in
15 conformity with the regulations herein specified for the district in which it is located; except that in
16 residential districts, a lot of record as of November 16, 1973 even though not meeting the
17 requirements of this Chapter as to area and width, may be used for single family residence purposes.

18 **Sec. 66.0203 Municipalities and State Agencies Regulated**

19 Unless specifically exempted by law all Cities, Villages, Towns, Counties, School Districts, Vocational
20 School Districts and other public entities are required to comply with this Chapter and obtain all
21 required permits. State agencies are required to comply if Wis. Stats., §13.48(13) applies. The
22 construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin
23 Department of Transportation are exempt from compliance when Wis. Stats., §30.12(4)(a) applies,
24 including subsequent amendments to those rules.

25 **Sec. 66.0204 Annexation**

26 All territory annexed by the Village shall become part of the CS-1 District until definite boundaries
27 and regulations are recommended by the Plan Commission and adopted by the Village Board, such
28 adoption to be completed within 90 days of the annexation.

VILLAGE OF SISTER BAY ZONING CODE

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VILLAGE OF SISTER BAY ZONING CODE

SECTION 300 – ZONING DISTRICTS

Several Portions of This Section of the Zoning Code Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0300 Establishment

For the purpose of this Chapter, the Village of Sister Bay is hereby divided into ten basic use districts and seven overlay districts as follows:

Use Districts

Countryside - CS-1
Single-Family Residence District -R-1
Multiple-Family Residence District - R-2
Large Lot Residence District - R-3
Small Lot Residence District - R-4
General Business District - B-1
Downtown Business Transition District - B-2
Downtown Business District - B-3
Institutional District - I-1
Park/Recreation District - P-1

Overlay Districts

Wetland Overlay District - W-1
Planned Unit Development Overlay District - PUD
Hwy. 42/Hwy. 57 Landscape Setback Overlay District - HL
Bluff Protection Overlay District - BP
Wellhead Protection Overlay District - WHP
Ridges and Swales Overlay District - RS-1
Restaurant Overlay District - RO-1

(1) Boundaries. Boundaries of these districts are hereby established as shown on the maps entitled “Village of Sister Bay Official Zoning Map” which map accompanies and is herein made a part of this Chapter. All notations and references shown on the map are as much a part of this Chapter as though specifically described herein. This Chapter hereby incorporates herein any future changes or any later Zoning Maps that may be adopted by Ordinance of the Village Board.

- (a) The district boundaries in all districts, except the overlay districts shall be construed to follow corporate limits; U.S. Public Land Survey lines; lot or property lines; centerlines of streets, highways, alleys and easements. Where the district boundary is parallel to corporate limits, the centerline or right-of-way of a street, the district boundary shall be determined by the dimension noted on the Zoning Map, or where said dimension is not noted, by the scale contained on the Zoning Map.
- (b) The boundaries of the Wetland Overlay District (W-1) are based on the Wisconsin Wetland Inventory Maps for the Village, dated July 1, 1992 or the most current map. The wetlands included as W-1 are those wetlands that are two or more acres in area; and are located within 300 feet of a navigable river, within 1,000 feet of a lake, or within the 100-year recurrence interval floodplain. These boundaries are for illustrative purposes only.

VILLAGE OF SISTER BAY ZONING CODE

1 The actual boundaries shall be those established by a field staking of the particular wetland,
2 followed by a survey and legal description of the wetland.

3 (c) Vacation of public streets and alleys shall cause the vacated land to be automatically placed
4 in the same district as the abutting property to which the vacated land reverts.

5 (d) Annexations subsequent to the effective date of this Chapter shall be placed in the
6 Countryside District (CS-1), unless the annexation chapter temporarily places the land in
7 another district. Within one year, the Plan Commission shall evaluate and recommend a
8 permanent classification to the Village Board. Annexations containing shore lands shall be
9 governed in the following manner: Pursuant to Wis. Stats., §59.971(7), any annexation of
10 land after May 7, 1982, which lies within shore lands, as defined herein, shall be governed
11 by the provisions of the Door County Zoning Ordinance until such time that the Village
12 adopts an Ordinance that is at least as restrictive as the Door County Zoning Ordinance.
13 Said regulations shall be administered and enforced by the Village of Sister Bay Zoning
14 Administrator.

15 **Sec. 66.0301 Zoning Map**

16 A certified copy of the Zoning Map shall be adopted and approved with the text as part of this Chapter
17 and shall bear upon its face the attestation of the Village President and the Village Clerk and shall be
18 available to the public in the office of the Village Clerk. Changes thereafter, to the general zoning
19 districts, shall not become effective until entered and attested on the certified copy and/or approved
20 by the Village Board. *(Amended 3/19/24 – Ord. No. 2024-010)*

21 **Sec. 66.0302 Use Restrictions**

22 The following use restrictions and regulations shall apply:

23 (1) Principal uses. Only those principal uses specified for a district, their essential services, and the
24 following uses shall be permitted in that district.

25 (2) Accessory uses. Accessory uses and structures are permitted in any district, but not until their
26 principal structure is present or under construction. Residential accessory uses shall not involve
27 the conduct of any business, trade, or industry, except home occupations and professional home
28 offices as defined in this Chapter.

29 (3) Conditional uses and their accessory uses require review, public hearing and approval by the Plan
30 Commission in accord with the provisions of Sec. 66.1535 of this Chapter.

31 (4) The following are examples of temporary uses that may be permitted by the Zoning
32 Administrator, the Plan Commission Chair and/or the Village President for a period of 14 days or
33 as hereinafter provided. Temporary use permits for longer periods may be issued by the Plan
34 Commission after review of site and operation plans. Special requirements may be imposed, but
35 not limited to ensuring that there is sufficient parking, the provision of sanitary facilities, lighting,
36 and hours of operation. No temporary use listed herein shall be conducted within the street right-
37 of-way. Temporary uses permitted under this section may be allowed one temporary sign not to
38 exceed 24 square feet in area on one side and 48 square feet in area on all sides. All buildings,
39 tents, equipment, supplies and debris shall be removed from the site within 48 hours following
40 the temporary activity.

41 (a) Temporary structures, including mobile home units, may be permitted in any business or
42 institutional district. Such temporary structure may be used as a business, institutional or
43 professional office during or immediately prior to the construction of a permanent
44 structure.
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- 1 (b) Shelters for materials and equipment being used in the construction of a permanent
2 structure or public utility may be permitted in any district. The Zoning Administrator or Plan
3 Commission may require that storage areas be screened to prevent a view of materials or
4 equipment from adjacent properties.
- 5 (c) Farmers markets, Flea markets, concerts and festivals may be permitted in a B-1, B-2 or
6 B-3 District.
- 7 (d) Carnivals may be permitted in a B-1, B-2 or B-3 District.
- 8 (e) Christmas tree sales may be permitted in a B-1, B-2 or B-3 District for not more than 42
9 days.
- 10 (f) Unless authorized elsewhere in this Chapter, the temporary sale of goods from a truck,
11 trailer, mobile food vendor unit, table or tent shall only be permitted as part of a Festival
12 Permit that has been authorized by the Village Board and/or the Parks, Properties & Streets
13 Committee. Such permits must be obtained from the Village Clerk. *(Amended 4/18/2023 -
14 Ord. 2023-002)*
- 15 (g) Temporary tents that will be utilized to provide shade or shelter from the elements may be
16 erected on privately owned property in the Village for no more than 15 days in a calendar
17 year, as long as the property owner(s) obtain a Tent Permit from the Village Clerk, but the
18 Wednesday before Columbus Day through the Wednesday after Fall Fest weekend will be
19 excluded from any time limit calculations.
- 20 (h) A property owner may allow camping on their land for up to 72 hours in a calendar year as
21 long as bathroom facilities are available on the premise. The camping unit shall be removed
22 from the property after each camping stay.
23 *(Amended - Ordinance No. 308-122022)*
- 24 (i) Because it is difficult to enumerate all temporary uses that may occur in the Village, any
25 other use which the Plan Commission finds to be similar to other temporary uses permitted
26 in a given District, that will not be disruptive to the neighborhood, and will not create a
27 hazard to traffic in a neighborhood may be permitted. The Plan Commission may impose
28 additional operational or construction conditions on such temporary uses when it is
29 deemed necessary.

30 **Sec. 66.0303 Site and Lot Restrictions**

- 31 (1) Suitability. No land shall be used or structure erected where the land is unsuitable for such use or
32 erection of such structure by reason of flooding, concentrated run-off, inadequate drainage,
33 adverse soil or rock formation, unfavorable topography, low percolation rate or bearing strength,
34 erosion susceptibility, or any other feature likely to be harmful to the health, safety, prosperity,
35 aesthetics, and general welfare of the community. The Village Zoning Administrator, in
36 cooperation with the Village Engineer, shall, in applying the provisions of this Section, recite in
37 writing the particular facts upon which he/she bases his/her conclusion that the land is not
38 suitable for certain uses. The applicant shall have an opportunity to present evidence contesting
39 such unsuitability if he/she so desires. Thereafter the Plan Commission may affirm, modify or
40 withdraw the determination of unsuitability.
- 41 (2) Minimum lot sizes. Lots created after the adoption of the Ordinance from which this Chapter is
42 derived shall meet the minimum area requirements for each District as defined in Sec. 66.0311
43 through Sec. 66.0331.
- 44 (3) Minimum lot width. The minimum lot width requirement shall apply at the building
45 setback line and at the ordinary high-water mark.
- 46 (4) Lot Dimensional Standards.
47 The dimensional standards for lots in each of the Zoning Districts in the Village are delineated in
48 the tables that appear in the applicable sections of this Code.
49

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- 1 (5) Public Improvements on Private Land Installed After Adoption of This Section of the Code. No
2 Village Board approved public improvement on private land, installed after the adoption of this
3 section of the Code, shall deem the lot nonconforming in size as a result of the public
4 improvement, nor shall any publicly installed impervious surface be counted toward the
5 impervious surface or open space limitations in this Code. (*Amended – Ord. No. 308-122022.*)
- 6 (6) Substandard lots. If two or more substandard lots have the same ownership as of November 16,
7 1973, the lots involved shall be considered an individual parcel for the purposes of this Chapter.
- 8 (7) Public streets. All lots shall abut upon a public street, and each lot shall have a minimum lot
9 width measured at the street setback line as specified in each district, but that width may not be
10 less than 65 feet. The required minimum lot width shall be maintained for at least 30 feet beyond
11 the street setback line for construction of the principal structure.
- 12 (8) Principal structure location. All principal structures shall be located on a lot; and only one
13 principal structure shall be located, erected or moved onto a lot in single-family residential
14 districts. The Plan Commission may permit more than one structure per lot in other districts
15 where more than one structure is needed for the orderly development of the parcel. Where
16 additional structures are permitted, the Plan Commission may impose additional yard
17 requirements, landscaping requirements or parking requirements, or require a minimum
18 separation distance between principal structures.
- 19 (9) Lots abutting other districts. Lots abutting more restrictive district boundaries shall provide side
20 and rear yards not less than those required in the more restrictive abutting district. The street
21 yards on the less restrictive district shall be modified for a distance of not more than 60 feet from
22 the district boundary line so that the street yards are equal to the average of the street yards
23 required in both districts.
- 24 (10) Buffer yard. A buffer yard shall be created and maintained around all business districts which abut
25 upon residential districts and/or which are adjacent to limited access arterial streets and
26 highways which abut upon residential districts. The Plan Commission may also require a buffer
27 yard around business districts abutting Park and Institutional Districts. Buffer yards shall be a
28 minimum of 20 feet in width; shall be in addition to the required street yards, side yards, and rear
29 yards; and shall, if composed entirely of plant materials, be of sufficient initial depth and
30 height, and comprised of such varieties of plants as to provide adequate visual screening within
31 no more than two years and during all seasons of the year.
- 32 (a) Where architectural walls or fences are used, sufficient landscaping shall be used in
33 conjunction with such wall or fence to create an attractive view from the residential side,
34 and all walls and fences shall be maintained in a structurally sound and attractive condition.
35 Any architectural wall or fence shall be not less than four feet in length nor more than six
36 feet in height. All landscaping shall be maintained by the owner or operator to the
37 satisfaction of the Zoning Administrator. Where the land adjacent to the buffer yard is a
38 parking lot, the buffer yard shall be sufficient to prevent the penetration of headlight glare.
39 Overhead lighting installed in or adjacent to a buffer yard shall not throw any rays onto
40 adjacent residential properties.
- 41 (b) No signs shall be permitted on or in any part of the buffer yard.
- 42 (11) Structures not buildings. Structures that are not considered buildings and which are six inches or
43 more in height from the surface of the ground shall be subject to the setback and other
44 dimensional requirements of this Chapter. Excluded are fences up to six feet in height, and public
45 utility poles and signs, except where provisions of this Chapter specifically apply. For the purposes
46 of this Chapter, decks, tennis courts, parking lots, outdoor seating for taverns or general
47 restaurants, fast food restaurants, drive-in restaurants and take-out restaurants, swimming
48 pools, (above-ground and in-ground), basketball courts and other similar uses shall be considered

VILLAGE OF SISTER BAY ZONING CODE

1 structures, shall require a permit, and shall be subject to the yard and setback requirements for
2 accessory buildings. (*Amended Ordinance 172-081010*)

3 **Sec. 66.0304 Setback Requirements from the Water**

4 For lots that abut on navigable waters, there shall be setbacks from the ordinary high-water mark of
5 such waters.

- 6 (1) Applicability in developed areas. In areas with existing development patterns, structures close to
7 the ordinary high-water mark, except as provided in (3) and (4) below, shall be set back at least
8 30 feet from all points along the ordinary high-water mark. The lowest floor level of all structures
9 shall be elevated at least two feet above the ordinary high-water mark. All structures, boathouses,
10 and accessory buildings allowed in (3) and structures that are not considered buildings shall
11 comply with the applicable district side yard setbacks.
- 12 (2) Applicability in undeveloped areas. In areas with no development pattern, structures close to the
13 ordinary high-water mark, except as provided in subsection (3) and (4) below, shall be set back at
14 least 75 feet from all points along the ordinary high-water mark. The lowest floor level of all
15 structures shall be elevated at least two feet above the ordinary high-water mark. All structures,
16 boathouses, and accessory buildings allowed in (3) and structures that are not considered
17 buildings shall comply with the applicable district side yard setbacks.
- 18 (3) Exceptions.
- 19 (a) Decks. (Decks are allowed provided they do not extend waterward more than 20 percent
20 of the remaining setback.)
 - 21 (b) Boathouses. (Boathouses shall not project beyond the ordinary high-water mark.)
 - 22 (c) Stairways, elevated walkways, ramps, lifts, fences, flagpoles, piers, and boat hoists.
 - 23 (d) Utility poles, lines and related equipment without permanent foundations.
 - 24 (e) Structures not buildings as defined in Section 66.0303(i).
 - 25 (f) Signs as permitted starting with Section 66.0701.
- 26 (4) Parking lots. Parking lots shall be set back at least 125 feet from all points along the ordinary high-
27 water mark of Green Bay.

28 **Sec. 66.0305 Reduction**

29 No lot, yard, parking area, building area or other space shall be reduced in area or dimension so as not
30 to meet the provisions of this Chapter.

31 **Sec. 66.0306 Additions**

32 Additions in the front yard of existing structures shall not project beyond the required setback for the
33 district in which they are located, subject to the limitations for averaging front setbacks as set forth
34 below.

35 **Sec. 66.0307 Special Setback Requirements**

- 36 (1) Average Front Setbacks.
37 The required front setback shall not be decreased below the minimum setback for the district in
38 which it is located.
- 39 (2) Corner Lot Setbacks. On a vacant through or corner lot, either of the lot lines abutting the street
40 right-of-way lines may be established as its front lot line, except that where two more through
41 lots are contiguous and a front lot line has been duly established, the same street lot line shall
42 thereafter be deemed to be the front lot line of all such contiguous lots. On a through lot, a front
43 yard shall be provided along any lot line abutting a street. On a corner lot, the owner has the
44 option of designating a side yard and a rear yard of the two remaining yards after the front yard
45 and side yard abutting a street have been identified; as long as one is at least equal to the required
46 side setback and the other is at least equal to the required rear setback. (*Amended Ordinance*
47 *120-061306*)
48

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- 1 (3) Double Frontage Lot. Structures on lots abutting two opposite streets shall be provided with a
2 front setback and a rear setback. The Zoning Administrator shall select where the front
3 setback shall be applied and where the rear setback shall be applied in a manner that prohibits
4 access to a double frontage lot from arterial streets. The selected front setback area shall be
5 required to comply with the front setback requirements for the district in which the lot is
6 located. The selected rear setback area shall be required to comply with the rear setback
7 requirements for the district in which the lot is located, and the rear setback area shall be
8 screened from arterial streets with fencing or landscaping, as may be appropriate. Accessory
9 structures may be placed in the designated rear setback area, but shall be located no closer to
10 the street right-of-way than the required setback for accessory structures. (*Amended Ordinance*
11 *120-061306*)
- 12 (4) Large Project Setbacks. The Plan Commission may establish the front yard, side yard, street yard,
13 and rear yard setbacks for projects built in the R-2 District, all PUD projects, and projects involving
14 multiple buildings on a single parcel in the B-1 District. The various setbacks shall complement
15 the adjacent properties' setbacks. (*Amended Ordinance 120-061306*)
16

VILLAGE OF SISTER BAY ZONING CODE

SECTION 66.0311 – R1 SINGLE FAMILY RESIDENCE DISTRICT

Several Portions of This Section of the Zoning Code, (The R-1 Single-Family Residence District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.)

Sec. 66.0311 R-1 Single-Family Residence District

The Single-Family Residence District (R-1) is intended to provide a pleasant, safe and quiet residential environment of moderate density (minimum 20,000 square foot lots), free from traffic hazards or public annoyances. The district is only allowed in areas where public sewer and water services are available.

(1) Permitted Uses:

- (a) Single-family dwellings, including short-term rentals. (*Amended 6/20/23 – Ord. No. 2023-004*)
- (b) Licensed community and other living arrangements, which have a capacity for eight or fewer persons, subject to the limitations set forth in Wis. Stats., §62.23(7)(i).
- (c) Licensed foster family homes subject to the regulations set forth in Wis. Stats., §48.62.
- (d) Public parks.
- (e) Essential services, municipal buildings and facilities.

(2) Permitted Accessory Uses:-

- (a) See Accessory Uses and Structures – Section 66.0501.
(Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.)
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. [See Section 66.0501(d)]
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses:

- (a) Bed and breakfast establishments as provided for in Wis. Stats., §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code.
- (b) Licensed community based residential living facilities, which have a capacity of at least nine, but no more than 20 persons.
- (c) Private parks and playgrounds.
- (d) Utility substations, municipal wells, pumping stations and towers; provided that those structures are a minimum of 50 feet from any side or rear lot line.
- (e) Solar energy collectors erected as an accessory structure.
- (f) Utilities requiring a building.
- (g) Antennas over 35 feet tall.
- (h) Accessory Structures in the front yard.

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SEC. 66.0311 – R1 SINGLE FAMILY RESIDENCE DISTRICT

SEC. 66.0311 – R1 SINGLE FAMILY DISTRICT

1 (4) Dimensional Lot Standards:
2

R-1 District Dimensional Lot Standards Table		
<u>Lot</u>	<u>Minimum Area</u>	<u>20,000 Square Feet</u>
	<u>Minimum Width (Interior lot)</u>	<u>75 Feet</u>
	<u>Minimum Width (Corner Lot)</u>	<u>110 Feet</u>
	<u>Minimum Green Space</u>	<u>20% of Lot Must Be Left As Green Space</u>
<u>Structural Standards</u>		
	<u>Maximum Height</u>	<u>35 Feet</u>
	<u>Minimum Width</u>	<u>24 Feet [1]</u>
	<u>Minimum Floor Area (One Bedroom)</u>	<u>900 Square Feet</u>
	<u>Minimum Floor Area (Two Bedrooms)</u>	<u>1,000 Square Feet</u>
	<u>Minimum Floor Area (Three or More Bedrooms)</u>	<u>1,200 Square Feet</u>
<u>Accessory Structures</u>	<u>Maximum Height</u>	<u>35 Feet, But Shall Not Exceed Height of Principal Structure</u>
<u>Minimum Setbacks</u>		
<u>Principal Structure</u>	<u>Front Yard (On Public Street)</u>	<u>70 Feet From Centerline of Street Right-of-Way</u>
	<u>Front Yard (Not on Public Street)</u>	<u>40 Feet From Edge of Easement or Edge of Pavement</u>
	<u>Side Yard</u>	<u>10 Feet One Side; 25 Feet Total [2]</u>
	<u>Rear Yard</u>	<u>40 Feet</u>
<u>Accessory Structures</u>	<u>From Principal Structure, Accessory Structure 120 Square Feet or Less</u>	<u>5 Feet [3]</u>
	<u>From Principal Structure, Accessory Structure in Excess of 120 Square Feet</u>	<u>10 Feet</u>
	<u>Side Yard</u>	<u>10 Feet One Side; 25 Feet Total [2]</u>
	<u>Rear Yard</u>	<u>40 Feet</u>
1. Excluding attached garages. 2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line. 3. If constructed with a 1-hour fire rating per ILHR 21.08. Without the 1-hour fire rating, the minimum setback from principal structure shall be 10 feet.		

3
4 (5) Building Design Standards:

- 5 (a) The exterior walls of all principal residential buildings shall be covered by either stucco,
6 cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled
7 siding, brick, stone or other masonry-type veneer or other similar materials.
- 8 (b) All principal residential buildings shall be placed on, and be attached to a permanently
9 enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1) and
10 Chapter ILHR 21, Wis. Admin. Code.
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1 (6) Other Architectural Standards:

2 (*Amended Ordinance 137-021208*)

3 (a) The Plan Commission shall approve the style and exterior design of dwellings in a
4 development. The developer shall designate specific lots for certain building designs to
5 ensure that no two adjacent dwelling units/buildings will look identical.

6 (b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of
7 that wall shall project or recess at a minimum depth of 3%, and there must be a change in
8 the materials and texture utilized, or a permanent architectural feature must be provided.

9 (c) A detached garage shall be visually compatible and complementary to the residential
10 building it serves, and it shall be designed and oriented to minimize the visual effect of the
11 scale or mass of the garage. Visual interest shall be created on all sides of the garage that
12 are visible from a public street through the use of landscaping, berms, architectural
13 features, building materials, and/or orientation.

14 (d) Attached garages for single family homes shall be designed and oriented so that they do
15 not dominate the front facade of the building to which they are attached. (*Amended*
16 *Ordinance 1141-070808*)

17 (e) Street trees shall be planted by the property owner along all existing and new public rights-
18 of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is
19 longer than 100 feet, trees shall also be planted along at least one side of such driveway at
20 the rate specified. All tree species shall be approved by the Zoning Administrator and the
21 Plan Commission Chair.

22 (f) All dwelling units must be served by public streets and not private roads. In the R-1 District
23 all driveways must be paved from the edge of abutting street pavement to the edge of the
24 right-of-way or easement.

25

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SECTION 66.0312 – R-2 MULTIPLE-FAMILY RESIDENCE DISTRICT

Several Portions of This Section of the Zoning Code, (The R-2 Multiple-Family Residence District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0312 R-2 Multiple-Family Residence District

The Multiple-Family Residence (R-2) District is intended to provide a housing area less spacious than the R-1 District by allowing multiple-family residences to be mixed with single-family residences and certain forms of institutional housing arrangements. The district is only allowed in areas where public sewer and water services are available.

(1) Permitted Uses:

- (a) Single-family dwellings, including short-term rentals. *(Amended 6/20/23 – Ord. No. 2023-004)*
- (b) Licensed community and other living arrangements, which have a capacity for eight or fewer persons, subject to the limitations set forth in Wis. Stats., 62.23(7)(i).
- (c) Licensed foster family homes subject to the regulations set forth in Wis. Stats., §48.62.
- (d) Public parks.
- (e) Essential services, municipal buildings and facilities.
- (f) Residential condominiums, and multiple family dwelling units. *(Amended 6/20/23 – Ord. No. 2023-004)*
- (g) Boarding houses.
- (h) Licensed family day care homes subject to the regulations set forth in Wis. Stats., §48.65.
- (i) Duplexes. *(Amended – Ord. No. 308-122022)*

(2) Permitted Accessory Uses:

- (a) See Accessory Uses and Structures – Sec. 66.0501.
Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. [See Sec. 66.0501(d)]
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above-mentioned permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses:

- (a) Bed and breakfast establishments as provided for in Wis. Stats., §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code.
- (b) Licensed community-based residential facilities which have a capacity of at least 9, but no more than 20 persons.
- (c) Private parks and playgrounds.
- (d) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50 feet from any side or rear lot line.
- (e) Solar energy collectors erected as an accessory structure.
- (f) Utilities requiring a building.
- (g) Antennas over 35 feet tall.

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1 (4) Dimensional Lot Standards:
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R-2 District Dimensional Lot Standards Table		
<u>Lot</u>	Minimum Area	20,000 Square Feet
	Minimum Width (Interior Lot)	75 Feet
	Minimum Width (Corner Lot)	110 Feet
	Minimum Green Space	60% of Lot Must Be Left as Green Space.
<u>Structure Standards</u>		
<u>Principal Structure</u>	Maximum Height	35 Feet
	Minimum Width	24 Feet [1]
	Minimum Floor Area (One Bedroom)	900 Square Feet
	Minimum Floor Area (Two Bedrooms)	1,000 Square Feet
	Minimum Floor Area (Three or More Bedrooms)	1,200 Square Feet
<u>Minimum Setbacks</u>		
<u>Principal Structure</u>	Front Yard (on Public Street)	60 Feet From Centerline of Street Right-of-Way
	Front Yard (Not on Public Street)	40 ft. From Edge of Easement or Edge of Pavement
	Side Yard	10 Feet One Side; 25 Feet Total [2]
	Rear Yard	30 Feet
<u>Accessory Structures</u>	From Principal Structure, Accessory Structure - 120 Square Feet or Less	Five Feet [3]
	From Principal Structure, In Excess of 120 Square Feet	10 Feet
	Side Yard	10 ft. One Side; 25 Feet Total [2]
	Rear Yard	30 Feet
1. Excluding attached garages. 2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line. 3. If constructed with a one-hour fire rating per ILHR 21.08. Without the one hour fire rating, the minimum setback from principal structure shall be 10 feet.		

3
4 (5) Building Design Standards

- 5 (a) The exterior walls of all principal residential buildings shall be covered by either stucco,
6 cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled
7 siding, brick, stone or other masonry-type veneer or other similar materials.
- 8 (b) All principal residential buildings shall be placed on, and be attached to a permanently
9 enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1)
10 Statutes and Chapter ILHR 21 of the Wis. Admin. Code.
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1 (6) Unit Densities:

2 The maximum dwelling unit density shall be six units per acre. The Plan Commission may
3 modify the density standard by a ¾-majority vote of the Commissioners, but only if supplemental
4 design elements or improvements are incorporated into the project which compensate for
5 the increased density. *(Amended Ordinance 203-091112)*

6 (7) Other Architectural Standards: *(Amended Ordinance 137-021208)*

7 (a) The Plan Commission shall approve the style and exterior design of all buildings in R-2
8 projects. The developer shall designate specific lots for certain building designs to ensure
9 that no two adjacent dwelling units/buildings shall look identical. *(Amended Ord. No. 203-*
10 *091112)*

11 (b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of
12 that wall shall project or recess at a minimum depth of 3%, and there must be a change in
13 the materials and texture utilized, or a permanent architectural feature must be provided.

14 (c) A detached garage shall be visually compatible and complementary to the residential
15 building it serves, and it shall be designed and oriented to minimize the visual effect of its
16 scale or mass. Visual interest shall be created on all sides of the garage that are visible from
17 a public street through the use of landscaping, berms, architectural features, building
18 materials, and/or orientation.

19 (d) In the R-2 District, attached garages for multi-family developments shall be designed and
20 oriented so that they do not dominate the front facade of the building to which they are
21 attached. Attached garages shall not occupy more than 30% of the front facade of the
22 building. Not more than six garage doors may appear on any multifamily building facade
23 containing front doors, and the plane along such garage doors shall be broken by an offset
24 of at least two feet if more than two garage doors are in a row. *(Amended - Ordinance 203-*
25 *091112)*

26 (e) Sidewalks not less than three (3) feet in width shall be provided to all building
27 entrances connecting the building to the required parking areas or driveways.

28 (f) If a sidewalk exists along the public street(s) abutting the lot, then a sidewalk(s) shall be
29 provided connecting all the buildings to the public street.

30 (g) Street trees shall be planted by the property owner along all existing and new public rights-
31 of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is
32 longer than 100 feet, trees shall also be planted along at least one side of such driveway at
33 the rate specified. All tree species shall be approved by the Plan Commission.

34 (h) All dwelling units must be served by public streets and not private roads. In the R-
35 2 district, all driveways and parking spaces must be paved.
36 *(Amended - Ordinance 203-091112)*

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SECTION 66.0313 – R-3 LARGE LOT RESIDENCE DISTRICT

Several Portions of This Section of the Zoning Code, (The R-3 Large Lot Residence District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0313 R-3 Large Lot Residence District

The Large Lot Residence (R-3) District is intended to accommodate the development of residential uses in a manner which protects the natural environment and reflects the open, country character of development found at the fringe of the community. This district is intended to be utilized in areas of the Village not served by public sewer and water and where future higher density residential and business development is not planned.

(1) Permitted Uses:

- (a) Single-family dwellings, including short-term rentals. *(Amended 6/20/23 – Ord. No. 2023-004)*
- (b) Licensed community and other living arrangements, which have a capacity for eight or fewer persons, subject to the limitations set forth in Wis. Stats., §62.23(7)(i).
- (c) Licensed foster family homes subject to the regulations set forth in Wis. Stats., §48.62.
- (d) Public parks.
- (e) Essential services, municipal buildings and facilities.

(2) Permitted Accessory Uses:

- (a) See Accessory Uses and Structures – Sec. 66.0501.
Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. [See Sec. 66.0501(d)]
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.

(3) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(4) Conditional Uses;

(Amended Ord. No. 259-041718)

- (a) Bed and breakfast establishments as provided for in Wis. Stats., §50.51(b) and Chapter HSS 197 of the Wisconsin Administrative Code.
- (b) Licensed community based residential living facilities, which have a capacity of at least 9, but no more than 20 persons.
- (c) Licensed family day care homes subject to the regulations set forth in Wis. Stats., §48.65.
- (d) Private parks and playgrounds.
- (e) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50 feet from any side or rear lot line.
- (f) Solar energy collectors erected as an accessory structure.
- (g) Utilities requiring a building.
- (h) Parking of a semi-tractor or other large trucks in accord with Sec. 66.0405(b).
- (i) Antennas over 35 feet tall.
- (j) Keeping and raising of non-domestic animals incidental to the principal use of the premises may be permitted, on a non-commercial basis, subject to the following limitations:
(Amended Ordinance 170-071310)

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- 1 (k) No endangered species, exotic species or wild animals shall be permitted.
- 2 (l) No hooved animals or roosters are permitted.
- 3 (m) No more than six poultry/fowl per five acres.
- 4 (n) No more than six fur bearing animals per five acres.
- 5 (o) The progeny of permitted non-domestic animals, which exceed the permitted number, may
- 6 remain on the property for up to nine months.
- 7 (p) All non-domestic animals shall be housed or confined a minimum of at least 100 feet from
- 8 all property lines.
- 9 (q) All structures, fences, coops or yards where non-domestic animals are kept shall be
- 10 maintained in a clean and sanitary manner; devoid of rodents and vermin and free of
- 11 objectionable odors.
- 12 (r) The Plan Commission may establish further restrictions on animals that create excessive
- 13 noise.

14 (5) Dimensional Lot Standards:

R-3 District Dimensional Lot Standards Table		
<u>Lot</u>	Minimum Area	5 Acres
	Minimum Width (Interior lot)	300 Feet
	Minimum Width (Corner lot)	90 Feet
	Minimum Green Space	80% of the Lot Must be Left as Green Space.
Structure Standards		
<u>Principal Structure</u>	Maximum Height	35 Feet
	Minimum Width	24 Feet [1]
	Minimum Floor Area (One Bedroom)	900 Square Feet
	Minimum Floor Area (Two Bedrooms)	1,000 Square Feet
	Minimum Floor Area (Three or More Bedrooms)	1,200 Square Feet
Minimum Setbacks		
<u>Principal Structure</u>	Front Yard (On Public Street)	80 Feet From Centerline Of Street Right-of-Way
	Side Yard	10 Feet One Side; 25 Feet Total [2]
	Rear Yard	50 Feet
<u>Accessory Structures</u>	From Principal Structure, Accessory Structure 120 Square Feet Or Less	Five Feet [3]
	From Principal Structure, In Excess of 120 Square Feet	10 Feet
	Side Yard	10 Feet One Side; 25 Feet Total [2]
	Rear Yard	50 Feet
1. Excluding attached garages. 2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line. 3. If constructed with a one hour fire rating per ILHR 21.08. Without the one hour fire rating, the minimum setback from principal structure shall be 10 feet.		

16
17 (6) Building Design Standards.

- 18 (a) The exterior walls of all principal residential buildings shall be covered by either stucco,
- 19 cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled
- 20 siding, brick, stone or other masonry-type veneer or other similar materials.

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- 1 (b) All principal residential buildings shall be placed on, and be attached to, a permanently
2 enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1) and
3 Chapter ILHR 21 of the Wis. Admin. Code.
- 4 (7) Other Architectural Standards: *(Amended Ordinance 137-021208)*
- 5 (a) The Plan Commission shall approve the style and exterior design of dwellings in a
6 development. The developer shall designate specific lots for certain building designs to
7 ensure that no two adjacent dwelling units/buildings shall look identical.
- 8 (b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of
9 that wall shall project or recess at a minimum depth of 3%, and there must be a change in
10 the materials and texture utilized, or a permanent architectural feature must be provided.
- 11 (c) A detached garage shall be visually compatible and complementary to the residential
12 building it serves. It shall be designed and oriented to minimize the visual effect of the scale
13 or mass of the garage. Visual interest shall be created on all sides of the garage that are
14 visible from a public street through the use of landscaping, berms, architectural features,
15 building materials, and/or orientation.
- 16 (d) In the R-3 District attached garages for single family homes shall be designed and oriented
17 so that they do not dominate the front facade of the building to which they are attached.
18 *(Amended Ordinance 1141-070808)*
- 19 (e) Street trees shall be planted by the property owner along all existing and new public rights-
20 of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is
21 longer than 100 feet, trees shall also be planted along at least one side of such driveway at
22 the rate specified. All tree species shall be approved by the Zoning Administrator and the
23 Plan Commission Chair.
- 24 (f) All dwelling units must be served by public streets. In the R-3 District all driveways must be
25 paved from the edge of abutting street pavement to the edge of the right-of-way or
26 easement.

VILLAGE OF SISTER BAY ZONING CODE

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SECTION 66.0314 – R-4 SMALL LOT RESIDENCE DISTRICT

Several Portions of This Section of the Zoning Code, (The R-4 Small Lot Residence District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0314 R-4 Small Lot Residence District

The Small Lot Residence (R-4) District is intended to provide a pleasant, safe and quiet residential environment for workforce housing. This district is only allowed as a PUD where it is demonstrated that the development will provide housing for individuals working full time within the area served by the Gibraltar School District who meet the standards as established for Door County. The district is only allowed in areas where public sewer and water services are available. *(Amended Ordinance 137-021208)*

(1) Permitted Uses:

- (a) Single-family dwellings.
- (b) Public parks.
- (c) Essential services, municipal buildings and facilities.
- (d) The R-4 Zoning District shall consist of single family, duplex, townhouse and apartment dwelling units or any combination thereof at a percentage mix as permitted by the Plan Commission. Transient housing is not permitted. *(Amended Ordinance 137-021208)*

(2) Permitted Accessory Uses:

- (a) See Accessory Uses and Structures – Sec. 66.0501.
Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. [See Sec. 66.0501(d)]
- (d) Solar collectors attached to the principal structure.
- (e) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and the Plan Commission Chair.

(3) Conditional Uses;

- (a) Private parks and playgrounds.
- (b) Utility substations, municipal wells, pumping stations and towers [Must be a minimum of 50 feet from any side or rear lot line.]
- (c) Solar energy collectors erected as an accessory structure.
- (d) Utilities requiring a building.
- (e) Antennas over 35 feet tall.

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1 (4) Dimensional Lot Standards:
2

R-4 District Dimensional Lot Standards Table		
<u>Lot</u>	Minimum Area	4,500 Square Feet
	Minimum Width (Interior lot)	45 Feet
	Minimum Width (Corner lot)	55 Feet
<u>Structure Standards</u>		
<u>Principal Structure</u>	Maximum Height	35 Feet
	Minimum Width	24 Feet [1]
	Minimum Floor Area (One Bedroom)	900 Square Feet
	Minimum Floor Area (Two Bedrooms)	1,000 Square Feet
	Minimum Floor Area (Three or More Bedrooms)	1,200 Square Feet
<u>Accessory Structures</u>	Maximum Height	35 Feet, But Shall Not Exceed Height of Principal Structure
<u>Minimum Setbacks</u>		
<u>Principal Structure</u>	Front Yard (On Public Street)	25 Feet From Centerline of Street Right-of-Way
	Front Yard (Not On Public Street)	40 Feet From Edge of Easement or Edge of Pavement
	Side Yard	Five Feet One Side; 20 Feet Total [2]
	Rear Yard	25 Feet
<u>Accessory Structures</u>	From Principal Structure, Accessory Structure 120 Square Feet Or Less	Five Feet [3]
	From Principal Structure, In Excess of 120 Square Feet	10 Feet
	Side Yard	Five Feet One Side; 20 Feet Total [2]
	Rear Yard	40 Feet
1. Excluding attached garages. 2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line. 3. If constructed with a one hour fire rating per ILHR 21.08. Without the one hour fire rating the minimum setback from the principal structure shall be 10 feet.		

3
4 (5) Building Design Standards

- 5 (a) The exterior walls of all principal residential buildings shall be covered by either stucco,
6 cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled
7 siding, brick, stone or other masonry-type veneer or other similar materials.

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- 1 (b) All principal residential buildings shall be placed on, and be attached to a permanently
2 enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1) and
3 Chapter ILHR 21 of the Wis. Admin. Code.
- 4 (6) Other Architectural Standards:
- 5 (a) The Plan Commission shall approve the style and exterior design of dwellings in a
6 development. The developer shall designate specific lots for certain building designs to
7 ensure that no two adjacent dwelling units/buildings shall look identical.
- 8 (b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of
9 that wall shall project or recess at a minimum depth of 3%, and there must be a change in
10 the materials and texture utilized, or a permanent architectural feature must be provided.
- 11 (c) A detached garage shall be visually compatible and complementary to the residential
12 building it serves. It shall be designed and oriented to minimize the visual effect of the scale
13 or mass of the garage. Visual interest shall be created on all sides of the garage that are
14 visible from a public street through the use of landscaping, berms, architectural features,
15 building materials, and/or orientation.
- 16 (d) In the R-4 District, attached garages for multifamily developments shall be designed and
17 oriented so that they do not dominate the front facade of the building to which they are
18 attached. Attached garages shall not occupy more than 30% of the front facade of the
19 building. Not more than six garage doors may appear on any multifamily building facade
20 containing front doors, and the plane along such garage doors shall be broken by an offset
21 of at least two feet if more than two garage doors are in a row.
- 22 (e) Sidewalks not less than three (3) feet in width shall be provided to all building
23 entrances connecting the building to the required parking areas or driveways.
- 24 (f) If a sidewalk exists along the public street(s) abutting the lot, then a sidewalk(s) shall be
25 provided connecting all the buildings to the public street.
- 26 (g) Street trees shall be planted by the property owner along all existing and new public rights-
27 of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is
28 longer than 100 feet, trees shall also be planted along at least one side of such driveway at
29 the rate specified. All tree species shall be approved by the Plan Commission.
- 30 (h) All dwelling units must be served by public streets and not private roads. In the R-4 District,
31 all driveways and parking spaces must be paved.

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SECTION 66.0315 – CS-1 COUNTRYSIDE DISTRICT

Several Portions of This Section of the Zoning Code, (The CS-1 Countryside District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0315 CS-1 Countryside District

The Countryside District provides for the continuation of low-density residential housing and general, non-intensive, agricultural and related use in those areas suited to farming. The intent is to conserve areas with adequate soil types, drainage and topography for low-density residential use and to preserve the rural landscape from an uneconomical scattering of residential development in such areas.

(1) Permitted Uses:

- (a) Single-family dwellings, including short-term rentals. *(Amended 6/20/23 – Ord. No. 2023-004)*
- (b) Licensed community-based residential living facilities, which have a capacity for eight or fewer persons, subject to the limitations set forth in Wis. Stats., §62.23(7)(i).
- (c) Licensed foster family homes subject to the regulations set forth in Wis. Stats., §48.62.
- (d) Public parks.
- (e) Essential services, municipal buildings and facilities.
- (f) General farming, including but not limited to apiculture, floriculture, forage crop production, forestry, grain production, grazing, orchards, vineyards and truck farming.
- (g) Horse stables.
- (h) Tree farms and woodlots.
- (i) Existing dwellings not accessory to any farm operation or a dwelling remaining after farm consolidation.
- (j) Indoor institutional uses.
- (k) Churches.
- (l) Keeping and raising of domestic stock for agribusiness, show, breeding, boarding, or other purposes incidental to the principal use of the premises shall be limited to no more than three non-domestic animals per acre.

(2) Permitted Accessory Uses:

- (a) See Accessory Uses and Structures – Section 66.0501. Detached garages shall not be used, rented or leased to any individual who is not the property owner or an occupant residing on the property.
- (b) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (c) Home occupations and professional home offices. [See Section 66.0501(d)]
- (d) Private swimming pools.
- (e) Private tennis courts.
- (f) Solar collectors attached to the principal structure.
- (g) Any use customary and incidental to the above permitted uses as determined by the Zoning Administrator and Plan Commission Chair.
- (h) One roadside stand, no larger than 200 square feet in area, for the sale of farm products produced on the premises. Any such stand shall conform to the farm stand setbacks set forth in Sec. 66.0315(g)(1) and to the sign, parking and other provisions of this Zoning Code.

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1 (3) Conditional Uses;

- 2 (a) Assembly Halls
- 3 *(Amended Ord. No. 251-121217)*
- 4 (b) Bed and breakfast establishments as provided for in Wis. Stats., §50.51(b) and Chapter HSS
- 5 197 of the Wisconsin Administrative Code.
- 6 (c) Licensed community and other living arrangements, which have a capacity of at least nine,
- 7 but no more than 20 persons.
- 8 (d) Licensed family day care homes subject to the regulations set forth in Wis. Stats., §48.65 of
- 9 the Wisconsin Statutes.
- 10 (e) Private parks and playgrounds.
- 11 (f) Utility substations, municipal wells, pumping stations and towers shall be a minimum of 50
- 12 feet from any side or rear lot line.
- 13 (g) Solar energy collectors erected as an accessory structure.
- 14 (h) Utilities requiring a building.
- 15 (i) Parking of a semi-tractor or other large trucks in accord with Sec. 66.0405(b).
- 16 (j) Antennas over 35 feet tall.
- 17 (k) Private educational or non-animal nature study areas.
- 18 (l) Garden plots for rent.
- 19 (m) Permanent retail establishments designed for the selling of fruits, vegetables and selected
- 20 farm products in stands exceeding 200 square feet in area.
- 21 (n) Transmitting towers, receiving towers, and relay and microwave towers without broadcast
- 22 facilities or studios.
- 23 (o) Indoor and outdoor recreation.
- 24 (p) Kennels.
- 25 (q) Utilities requiring a building.
- 26 (r) One roadside stand, no larger than 200 square feet in area, for the sale of farm products.
- 27 Any such stand shall conform to the farm stand setbacks set forth in Sec. 66.0315(f)(1) and
- 28 to the sign, parking and other provisions of this Zoning Code.

29
30 (4) Dimensional Lot Standards:

CS-1 District Dimensional Lot Standards Table		
<u>Lot</u>	Minimum Area	10 Acres
	Minimum Width	300 Feet
	Minimum Green Space	90% of Lot Shall Be Left As Green Space
<u>Structure Standards</u>		
<u>Principal Structure</u>	Maximum Height	35 Feet
	Minimum Width	24 Feet [1]
	Minimum Floor Area (One Bedroom)	900 Square Feet
	Minimum Floor Area (Two Bedrooms)	1,000 Square Feet
	Minimum Floor Area (Three or More Bedrooms)	1,200 Square Feet
<u>Minimum Setbacks</u>		
	Front Yard) All Other Buildings)	80 Feet From Edge of Easement or Edge of Pavement
	Side Yard	10 Feet One Side; 25 Feet Total [2]
	Side Yard (Churches)	100 Feet
	Rear Yard	50 Feet

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<u>Accessory Structures</u>	From Principal Structure (Structure 120 Square Feet Or Less)	Five Feet [3]
	From Principal Structure (Structure in Excess of 120 Square Feet)	10 Feet
	Side Yard	10 Feet One Side; 25 Feet Total [2]
	Side Yard (Churches)	100 Feet
	Rear Yard	50 Feet

1. Excluding attached garages.
2. Where a side-entry garage exists, the setback shall be at least 27 feet in width as measured from the closest point of the garage door opening that is perpendicular to the side lot line.
3. If constructed with a one hour fire rating per ILHR 21.08. Without the one hour fire rating the minimum setback from principal structure shall be 10 feet.

1
2 (5) Building Design Standards

- 3 (a) The exterior walls of all principal residential buildings shall be covered by either stucco, cement siding, wood, wood clapboards, wood shakes, vinyl, steel or aluminum beveled siding, brick, stone or other masonry-type veneer or other similar materials.
- 4
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- 6 (b) All principal residential buildings shall be placed on, and be attached to a permanently enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1) and Chapter ILHR 21 of the Wis. Admin. Code.
- 7
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9 (6) Special Requirements.

- 10 (a) Farm stands shall be setback at least ten feet from all property lines.
- 11 (b) Buildings that house farm animals, including horses, shall be setback at least 100 feet from the nearest residential property line and from any navigable water.
- 12
- 13 (c) Indoor institutional use buildings shall be setback a minimum of at least 50 feet from residentially zoned property.
- 14
- 15 (d) All kennels shall be screened from all sides and shall be a minimum of at least 200 feet from the side and year yard. All animals shall be kept indoors from 9:00 P.M. to 7:00 A.M.
- 16
- 17 (e) The minimum lot size for a horse stable shall be five acres.

18 (7) Other Architectural Standards:

19 *(Amended Ordinance 137-021208)*

- 20 (a) The Plan Commission shall approve the style and exterior design of dwellings in a development. The developer shall designate specific lots for certain building designs to ensure that no two adjacent dwelling units/buildings shall look identical.
- 21
- 22
- 23 (b) If a wall that is visible from a public street exceeds 50 feet in length, 20% of the length of that wall shall project or recess at a minimum depth of 3%, and there must be a change in the materials and texture utilized, or a permanent architectural feature must be provided.
- 24
- 25
- 26 (c) A detached garage shall be visually compatible and complementary to the residential building it serves. It shall be designed and oriented to minimize the visual effect of the scale or mass of the garage. Visual interest shall be created on all sides of the garage that are visible from a public street through the use of landscaping, berms, architectural features, building materials, and/or orientation.
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- 31 (d) Street trees shall be planted by the property owner along all existing and new public rights-of-way at a rate of at least one tree per 40 feet. If a driveway leading to the parking area is longer than 100 feet, trees shall also be planted along at least one side of such driveway at the rate specified. All tree species shall be approved by the Zoning Administrator and the Plan Commission Chair.
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- 36 (e) All dwelling units must be served by public streets and not private roads.
- 37 (f) In the CS-1 District all driveways must be paved from the edge of abutting street pavement to the edge of the right-of-way or easement.
- 38

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SECTION 66.0320 – B-1 GENERAL BUSINESS DISTRICT

Several Portions of This Section of the Zoning Code, (The B-1 General Business District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0320 B-1 General Business District

The General Business (B-1) District is intended to provide areas for attractive and accessible groupings of business, commercial, office and other general retail uses in convenient locations outside of the Downtown Business (B-3) District. This section provides standards for the orderly improvement and development within the General Business District based on the following principles:

- Development that is consistent with the natural environment.
- Development that maintains the Village’s traditional small town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- Development that balances the needs of a resort town and a residential Village.
- Designs that meet the architectural standards and enhance the Village’s historic architecture. [See Section 4000 (Architectural Guide)]

(1) Permitted Uses:

- (a) Auto sales and service
- (b) Banks/financial institutions
- (c) Barber shops, beauty salons and spas
- (d) Bed and breakfasts
- (e) Boat sales and service
- (f) Catering services
- (g) Churches
- (h) Cinema, theater or performance halls
- (i) Commercial laundries
- (j) Dance studios
- (k) Funeral homes
- (l) Gasoline service stations
- (m) Group day care centers
- (n) Condominium Hotels/Motels and/or Hotel/Motel Condominiums
- (o) Hotels/motels
- (p) Indoor institutional uses
- (q) Infrastructure essential services
- (r) Information centers
- (s) Lawn and garden centers
- (t) Licensed massage therapy and body work facilities as certified by the State.
- (u) Light industrial food preparation, manufacturing, processing and assembly, packaging, storage and distribution. (*Amended Ordinance No. 263-021919*)
- (v) Construction Supply Centers
- (w) Marinas
- (x) Medical, dental, cosmetic and optical clinics
- (y) Municipal buildings
- (z) Municipal utility facilities
- (aa) Parks
- (bb) Physical fitness centers

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- 1 (cc) Professional offices
- 2 (dd) Public parking lots
- 3 (ee) Radio and television studios
- 4 (ff) Restaurants
- 5 (gg) Retail General Uses
- 6 (hh) Self-service laundries and dry-cleaning facilities
- 7 (ii) Single family housing in existence as of January 1, 2007; said housing can be utilized as a
- 8 short-term rental. *(Amended 6/20/23 – Ord. No. 2023-004)*
- 9 (jj) Taverns and/or cocktail lounges
- 10 (kk) Trade and contractor suppliers’ offices and supply centers
- 11 (ll) Travel agencies
- 12 (mm) Video productions
- 13 (2) Permitted Accessory Uses:
- 14 (a) [See Accessory Uses and Structures – Sec. 66.0501.]
- 15 (b) Outdoor Displays. [See Sec. 66.0506.]
- 16 (c) Solar collectors attached to the principal structure.
- 17 (d) Accessory Residential Use. One single-family dwelling or a non-transient residential unit,
- 18 located on the same property as the business. The on-site parking required for the
- 19 accessory residential unit must be available on site. *(Amended Ordinance 128-061207)*
- 20 (3) Conditional Uses: (Amended Ordinance 188-071211)
- 21 (a) Apartments [Subject to the provisions of Sec. 66.0320(e)(2)]
- 22 (b) Assembly Halls
- 23 *(Amended Ord. No. 251-121217)*
- 24 (c) Commercial recreation facilities, (indoor and outdoor), such as arcades, bowling alleys,
- 25 clubs, dance halls, driving ranges, gymnasiums, health clubs, miniature golf facilities, pool
- 26 and billiard halls and indoor skating rinks.
- 27 (d) Flea Markets (Limited to 12 days outdoors in any calendar year.)
- 28 (e) Solar energy as an accessory structure.
- 29 (f) Non-Village utility facilities.
- 30 (g) Light assembly, light manufacturing and related activities.
- 31 (h) Seasonal employee housing [Subject to Sec. 66.0320(e)(2)]
- 32 (i) Storage [Subject to Sec. 66.0320(e)(1)]
- 33 (j) Outdoor entertainment facilities.
- 34 *(Amended - Ordinance No. 310-122022)*
- 35 (k) Mobile Food Vendor Courts. [Subject to Sec. 66.0320(e)(3)]
- 36 *(Amended 4/18/23 – Ordinance 2023-002)*
- 37
- 38 (4) Dimensional Lot Standards:
- 39

<u>B-1 District Dimensional Lot Standards Table</u>		
<u>Lot Served</u>	<u>Minimum Area</u>	20,000 Square Feet
<u>by Public</u>	<u>Minimum Width (Interior Lot)</u>	60 Feet
<u>Sewer [1]</u>	<u>Minimum Width (Corner Lot)</u>	110 Feet
<u>Lot Served</u>	<u>Minimum Green Space</u>	20% of Lot Shall Be Left As Green Space
<u>by Public</u>		
<u>Sewer [1]</u>		
<u>Lot Not</u>	<u>Minimum Area</u>	25,000 Square Feet
<u>Served by</u>	<u>Minimum Width (Interior Lot)</u>	100 Feet
<u>Public</u>	<u>Minimum Width (Corner Lot)</u>	110 Feet
<u>Sewer [1]</u>		

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SEC. 66.0320 – B-1 GENERAL BUSINESS DISTRICT

SEC. 66.0320 – B-1 GENERAL BUSINESS DISTRICT

<u>Lot Not Served by Public Sewer [1]</u>	<u>Minimum Green Space</u>	20% of Lot Shall Be Left As Green Space
<u>Structure Standards</u>		
<u>Principal Structure</u>	<u>Maximum Height</u>	35 Feet
<u>Minimum Setbacks</u>		
<u>Principal Structure</u>	Front Yard (On Public Streets)	45 Feet From Centerline of Street Right-of-Way
	Front Yard (Not on Public Street)	40 Feet From Edge of Easement or Edge of Pavement
	Side Yard	10 Feet [2] The Setback Area Must Be Green Space.
	Rear Yard	20 Feet The Setback Area Must Be Green Space.
<u>Accessory Structures</u>	From Principal Structure, (Structure 120 sf or less)	Five Feet [3]
	From Principal Structure (Structure in Excess of 120 Square Feet)	10 Feet
	Front Yard (On Public Street) [4]	45 Feet From Centerline of Street Right-of-Way
	Front Yard (Not on Public Street) [4]	40 Feet From Edge of Easement or Edge of Pavement
	Side Yard	10 Feet [2] The Setback Area Must Be Green Space
	Rear Yard	20 Feet The Setback Area Must Be Green Space
<ol style="list-style-type: none"> 1. Lots shall have sufficient area and width for the principal structure(s) and its accessory structures, off-street parking and loading areas, and required setbacks. 2. May be increased by Village Engineer in order to accommodate required grading between properties. 3. If constructed with a one hour fire rating per ILHR 21.08. Without the one hour fire rating the minimum setback from principal structure shall be 10 feet. 4. Accessory structures located in front yard require a C.U.P. 		

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(5) Special Standards.

This section supplements the standards contained in Sec. 66.0320(4) and provides standards for the following land uses in order to control the scale and compatibility of those uses within the B-1 District.

- (a) Conditional Use Permits For Storage Buildings. The Plan Commission shall apply at a minimum the following standards when considering a Conditional Use Permit for storage buildings. The minimum space for a storage unit would be 1500 square feet and the buildings containing the units must be constructed of non-metal materials other than doors and windows. A storage building shall not contain more than four storage units. Real or false windows must be installed on the exterior facing walls to reduce the long blank wall appearance, and the buildings shall be set back a minimum of 250 feet from the centerline

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1 of State Highways 42 or 57 and screened from the highway by other buildings. The storage
2 spaces may be for actual storage or to allow the owner or occupant to work within the
3 storage building for the purposes of maintaining their belongings such as autos, boats and
4 other belongings. The buildings must be equipped with fire sprinklers prior to the time that
5 an Occupancy Permit will be issued. No overnight storage or parking of materials, vehicles,
6 etc. outside is permitted, and none of the overhead doors shall be visible from an adjacent
7 residential property. *(Amended Ordinance 130-071007)*

8 (b) New Apartment Buildings in Which Seasonal and Year-Round Employee Housing Will Be
9 Provided. New apartment buildings in which seasonal and year-round employee housing
10 will be provided must comply with the building height and area standards as well as the
11 unit density requirements of the R-2 District and the other requirements for that District,
12 including the fact that the property must be served by public sewer and water. [See Sec.
13 66.0312]. The conversion of existing commercial buildings into apartments that will be
14 utilized for seasonal as well as year-round employee housing must also comply with the
15 parking requirements for the R-2 District. As part of the conversion of an existing
16 commercial building to one of the listed uses above, if any building addition(s) are
17 constructed at that time or in the future, the building addition(s) is/are subject to the
18 building height and area standards as well as the unit density requirements of the R-2
19 District, [See Sec. 66.0312], as well as the other applicable requirements as exist. *(Amended*
20 *Ordinance 165-120809)*

21 (6) Mobile Food Vendor Courts.

22 *(This entire sub-section was created as the result of the passing and adoption of Ordinance 2023-*
23 *002 on 4/18/23, and was amended by Ordinance 2023-014 on 12/19/23)*

24 In the B-1 Zoning District mobile food vendor courts shall be allowed, provided the following
25 conditions can be satisfied:

- 26 (a) A lot hosting a mobile food vendor court shall be at least 20,000 square feet in area.
- 27 (b) To avoid congestion or hazardous intersections and accesses, only approved public road
28 access points shall be used to access a mobile food vendor food court. Private access may
29 be allowed by a three-quarter (3/4) majority vote of the Plan Commission.
- 30 (c) The mobile food vendor court parking and driving areas shall be paved and the site designed
31 for proper storm water runoff.
- 32 (d) To avoid overcrowding, the maximum density for the mobile food vendor court shall not
33 exceed one vendor per every 4500 square feet of lot area.
- 34 (e) To account for pedestrian safety and customer waiting lines and foot traffic, and to ensure
35 there is no trespass, the mobile food vendor court, and any structures, shall be at least
36 double the required side and rear setback for a principal structure in the B-1 Zoning District,
37 and maintain at least a distance equal to or greater than the required road setback for the
38 B-1 District. All mobile food vendor units, associated vehicles and equipment, shall be
39 located within the food vendor court itself and shall not protrude into the setbacks.
- 40 (f) For safety reasons all mobile food vendor units must maintain a distance of ten (10) feet
41 from the nearest edge of any building, vehicle and combustible materials.
- 42 (g) No less than four parking stalls shall be required for every mobile food vendor unit. Mobile
43 food vendor units on private property may not cause the host parking lot to be in violation
44 of off-street parking requirements per the Zoning Code.
- 45 (h) Patron seating shall be provided at a minimum rate of eight chairs per mobile food
46 vendor unit.
- 47 (i) Toilet and hand washing facilities shall be provided in compliance with State Codes;
48 however, for sanitary and environmental purposes, portable toilets are not allowed. If
49 the restrooms are more than 100 feet from a mobile food vendor unit, signs shall be
50 posted at each mobile food vendor unit indicating where restrooms are available. An

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- 1 exterior sign stating 'Restrooms', shall be posted on the exterior of the restroom and
2 shall be legible from a distance of 100 feet.
- 3 (j) The mobile food vendor court operator shall make provisions for the onsite disposal of
4 the vendor(s) greywater to prevent improper disposal.
- 5 (k) One on-site sign is allowed to promote the location of the mobile food vendor court. To
6 protect the night sky and not be a distraction to the motoring public, the sign shall not
7 be illuminated.
- 8 (l) Any lighting associated with the mobile food vendor court shall use a hood and lens so
9 light is cast downward and onto the property so as to not disturb the night sky nor
10 adjacent properties.
- 11 (m) There shall be no tents except as provided in Sec. 66.0302(4)(g). Gazebos and other
12 shelters may be allowed provided they are shown on the Site Plan and other Code
13 approvals and required Permits are obtained.
- 14 (n) The mobile food vendor unit owner or operator shall not be allowed to camp on-site
15 unless in an approved campground.
- 16 (o) There shall be no amplified live music; noise shall be in compliance with this Chapter and
17 the Municipal Code.
- 18 (p) Except for a back-up generator, only one generator is allowed onsite; the back-up
19 generator shall not exceed 70 dBA, and other than for emergency purposes, may
20 generate power only for test purposes. All testing shall be during normal business hours.
- 21 (q) All mobile food vendors and their employees shall be made aware of where on-site the
22 fire extinguishers and functioning water hoses are located.
- 23 (r) An employee of the mobile food vendor court shall be on site during hours of operation.
- 24 (s) The mobile food vendor court shall be closed to the public between 9:00 PM and 7:00
25 AM.
- 26 (t) No mobile food vendor unit shall be stored on site when not serving food for 36 hours or
27 more.
- 28 (u) To control vermin and the risk of pollution, all trash must be in an enclosed receptacle.
29 The landowner or manager shall be responsible for ensuring no garbage protrudes from
30 the trash receptacle unit.
- 31 (v) No mobile food vendor operating as a formula business shall be allowed in a mobile food
32 vendor court.
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VILLAGE OF SISTER BAY ZONING CODE

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VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.0322 – B-2 DOWNTOWN BUS. TRANS. DIST.

SEC. 66.0322 – B-2 DOWNTOWN BUS. TRANS. DIST.

SECTION 66.0322 – B-2 DOWNTOWN BUSINESS TRANSITION DISTRICT

Several Portions of This Section of the Zoning Code, (The B-2 Downtown Business Transition District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0322 - B-2 Downtown Business Transition District

The Downtown Business Transition (B-2) District is intended to complement the Village's Downtown Business District by providing a transition zone adjacent to the B-3 Downtown Business district. While the dominate uses in the B-2 district are residential, the area is in the process of changing to a mixture of business and residential uses. This transition area is typified by small lots, and buildings with minimal setbacks. The intent of the B-2 Downtown Transition District is to permit the conversion of existing residential buildings to business uses, to permit the construction of new commercial buildings, and to have N. Bay Shore Drive remain the primary downtown shopping street. This section provides standards for the orderly improvement and development of the Downtown Business Transition District based on the following objectives:

- To encourage development that is consistent with the natural environment.
- To encourage development that maintains the Village's traditional small town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- To encourage development that balances the needs of a resort town and a residential Village.
- To encourage efficient use of land and urban services.
- To encourage a mixture of land uses that will encourage people to walk as an alternative to driving, and provide more employment and housing options.
- To encourage development that serves as a buffer between residential neighborhoods and the Downtown Business District.
- To encourage building designs that meet the architectural standards and enhance the Village's historic architecture. [See Sec. 4000 - Architectural Guide]

(1) Permitted Uses:

- (a) Art galleries or studios for photography, painting, and music.
- (b) Barber shops, beauty salons and spas
- (c) Bed and breakfasts
- (d) Infrastructure essential services
- (e) Information Centers
- (f) Licensed massage therapy and body work facilities as certified by the State
- (g) Marinas
- (h) Municipal utility facilities
- (i) Parks
- (j) Physical Fitness Centers
- (k) Public Parking Lots
- (l) Professional Offices
- (m) Restaurants
- (n) Retail General Uses
- (o) Self-service Laundry and Dry-Cleaning
- (p) Single family housing in existence as of September 1, 2010; said housing can be utilized as a short-term rental. *(Amended 6/20/23 – Ord. No. 2023-004)*

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- 1 (2) Conditional Uses:
- 2 (a) Liquor stores
- 3 (b) Solar energy as an accessory structure.
- 4 (c) Non-village utility facilities.
- 5 (3) Permitted Accessory Uses:
- 6 (a) Accessory structures. [See Sec. 66.0501]
- 7 (b) Outdoor displays. [See Sec. 66.0506]
- 8 (c) Professional offices
- 9 (4) Dimensional Standards

10 The homes in the B-2 Business Transition District are typically located on smaller irregularly
 11 shaped lots with minimal setbacks. In the B-2 Business Transition District, homes and buildings
 12 that house businesses will operate in close proximity to one another. The setback standards are
 13 minimal to reflect the difficulty of dealing with small lots and narrow road rights-of-way.
 14 Building setbacks are measured from the respective property line. Setbacks for porches are
 15 measured from the edge of the deck or porch to the property line. The setback standards, as listed
 16 below, apply to primary structures as well as accessory structures.
 17

B-2 District Dimensional Lot Standards Table		
<u>Lot That is Utilized for a Business Use</u>	Minimum Area	4,500 Square Feet
	Minimum Width (Interior Lot)	45 Feet
	Minimum Width (Corner Lot)	55 Feet
	Minimum Green Space	20% of Lot Must be Left as Green Space
Structure Standards		
<u>Principal Structure, Business</u>	Maximum Height	35 Feet
	Minimum Floor Area	None
<u>Principal Structure, Residential</u>	Maximum Height	35 Feet
	Minimum Width	24 Feet
	Minimum Floor Area (One Bedroom)	900 Square Feet
	Minimum Floor Area (Two Bedrooms)	1,000 Square Feet
	Minimum Floor Area (Three or More Bedrooms)	1,200 Square Feet
<u>Accessory Structures</u>	Maximum Height	35 ft., But Shall Not Exceed Height of Principal Structure
Minimum Setbacks		
<u>Principal Structure</u>	Front Yard	35 Feet From The Centerline or 15 Feet From The Property Line, Whichever is Greater
	Side Yard Area Must Be Left As Green Space.	6 Feet
	Rear Yard (Street Access Lot) Area Must Be Left as Green Space	15 Feet

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	Rear Yard (Alley Access Lot) Area Must Be Left As Green Space.	8 Feet
<u>Accessory Structures</u>	Front Yard, on public streets	35 Feet From The Centerline or 15 ft. From the Property Line Whichever is Greater.
	Side Yard Area Must Be Left as Green Space.	6 Feet
	Rear Yard (Street Access Lot) Area Must Be Left as Green Space.	15 Feet
	Rear Yard (Alley Access Lot)	8 Feet

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2 (5) Design Standards:

- 3 (a) The exterior walls of all principal residential buildings shall be covered by either stucco,
4 cement siding, wood; wood clapboards, wood shakes, vinyl, steel or aluminum beveled
5 siding, brick, stone or other masonry type veneer or other similar materials.
6 (b) All principal residential buildings shall be placed on, and be attached to a permanently
7 enclosed foundation in accord with the standards set forth in Wis. Stats., §70.043(1) and
8 Chapter ILHR 21 of the Wis. Admin. Code.

9 (6) Block Layout and Building Orientation:

10 This Section of the Zoning Code is intended to promote a walkable commercial district by forming
11 short blocks and orienting, (placing or locating), buildings closer to streets. Placing buildings close
12 to the street also slows traffic down and provides more “eyes on the street,” increasing the safety
13 of public spaces. The standards, as listed on the following page complement the front
14 yard setback standards delineated in Sec. 66.0322(d).

- 15 (a) Applicability. This section applies to new land divisions as well as the following types of
16 development, and compliance with all of the provisions of this section is required:
17 1. Public and institutional buildings, except that the standard shall not apply to buildings
18 which are not subject to site design review or those that are not accessible to the
19 public, (e.g., buildings used solely to house mechanical equipment and similar uses);
20 and,
21 2. Commercial buildings subject to site design review.

22 (b) Block Layout Standard.

23 New land divisions and developments, which are subject to site design review, shall be
24 configured to provide an alley or interior parking court. Blocks, (areas bound by public
25 street rights-of-way), shall have a length not exceeding 400 feet, and a depth not exceeding
26 400 feet. Pedestrian pathways shall be provided from the street right-of-way to interior
27 parking courts between buildings, as necessary to ensure reasonably safe, direct and
28 convenient access to building entrances and off-street parking.

29 (c) Building Orientation Standard

30 All of the buildings that must comply with the provisions of the dimensional standards that
31 are defined in Sec. 66.0322(d) shall be oriented to a street. The building orientation
32 standard is met when all of the following criteria are met:

- 33 1. The minimum and maximum setback standards delineated in Sec. 66.0322(d) are
34 satisfied;
35 2. Buildings have their primary entrance(s) oriented to (facing) the street. Building
36 entrances may include entrances to individual units, lobby entrances, entrances
37 oriented to pedestrian plazas, or breezeways, and courtyard entrances, (i.e., to a
38 cluster of units or commercial spaces). Alternatively, a building may have its entrance

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facing a side yard when a direct pedestrian walkway not exceeding ten feet in length is provided between the building entrance and the street right-of-way.

3. Off-street parking, driveways or other vehicular circulation shall not be placed between a building and the street. On corner lots, buildings and their entrances shall be oriented to the street corner, and parking, driveways and other vehicle areas shall be prohibited between buildings and street corners.

(7) Pedestrian Amenities.

(a) Purpose and Applicability. This section is intended to complement the building orientation standards and the street standards delineated in Sec. 66.0322(6), by providing comfortable and inviting pedestrian spaces within the Transition District. Pedestrian amenities contribute to a walkable district. This section applies to all of the following types of buildings:

1. Public and institutional buildings; except that the standard shall not apply to buildings which are not subject to site design review or those that are not open to the public, (e.g., buildings used solely to house mechanical equipment, and similar uses); and,
2. Commercial buildings; subject to site design review.

(b) Guidelines and Standards. Every development shall provide and maintain a public sidewalk with a minimum width of six feet across the front of the parcel and side yard abutting a public street.

8. Special Standards Uses:

This section supplements the standards contained in Sec. 66.0322(4) through Sec. 66.0322(7). It provides standards for the following land uses in order to control the scale and compatibility of those uses within the Transition District:

(a) Parking, Garage and Driveway Orientation. All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be oriented to alleys, or located in parking areas located behind or to the side of the building; except that side yards facing a street, (i.e., corner yards), shall not be used for surface parking. All garage entrances facing a street, (e.g., structured parking), shall be recessed behind the front building elevation by a minimum of four to six feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley.

(b) Parking Spaces Required. The Village recognizes the challenges of providing the necessary parking spaces in the Transition District and thereby establishes the following standard for the district. The detailed requirements for parking lots and spaces are covered in Sec. 66.0403. The Plan Commission may allow a landowner to meet the parking requirement by providing the required parking spaces either on site, or on another privately owned site as required under Sec. 66.0404 - Adjustments to Required Parking. No development shall avoid the need to provide parking spaces by claiming credit for on street parking spaces or public parking lots. The parking spaces required for motels, hotels, all types of condominiums, and accessory residential uses must be provided on site, and no fee in lieu of creating spaces will be allowed.

(c) Fee In Lieu of Creating Parking Spaces. [See Sec. 66.0404(b)]

(d) Common Areas. All common areas, (e.g., walkways, drives, courtyards, private alleys, parking courts, etc.), and building exteriors shall be maintained by an association or the owner. Copies of any applicable covenants, restrictions and conditions shall be recorded in the Office of the Register of Deeds and provided to the Village prior to Zoning Permit approval.

(e) Automobile-Oriented Uses and Facilities. Automobile-oriented uses and facilities, as defined below shall conform to all of the following standards in the Transition District. The standards are intended to slow traffic down and encourage walking.

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- 1 (f) Parking, Garages and Driveways. All off-street vehicle parking, including surface lots and
2 garages, loading docks and overhead doors shall be accessed from alleys, or located in
3 parking areas located behind or to the side of a building; except that side yards on corner
4 lots shall not be used for surface parking. All garage entrances facing a street, (e.g.,
5 structured parking), shall be recessed behind the front elevation by a minimum of six feet.
6 On corner lots, garage entrances shall be oriented to a side street when vehicle access
7 cannot be provided from an alley.
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SEC. 66.0323 – B-3 DOWNTOWN BUSINESS DISTRICT

Several Portions of This Section of the Zoning Code, (The B-3 Downtown Business District Regulations), Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.0323 B-3 Downtown Business District

The Downtown Business (B-3) District is intended to apply to the Village’s Downtown Business District and Village Center. This area is typified by small lots, and buildings with minimal setbacks. The Downtown Business District is intended to offer greater flexibility in area requirements and setback requirements than other districts in order to promote the reuse of buildings and lots and the construction of new developments in the Downtown Business District consistent with the existing scale of development. The character, appearance and operation of any business in the Downtown District should be compatible with any surrounding areas. The goal of the Village is to strengthen the Downtown District as the “heart” of the community and as the logical place for people to gather and create a business center. The Downtown District is intended to support this goal through elements of design and appropriate development. This section provides standards for the orderly improvement and expansion of the Downtown District based on the following principles:

- Designs that meet the architectural standards and enhance the Village’s historic architecture. [\[See Sec. \(4000 -Architectural Guide\]](#)
- Development that is consistent with the natural environment.
- Development that maintains the Village’s traditional small-town appearance, in which its housing, shops, work places, parks and civic facilities co-exist in relative harmony.
- Development that balances the needs of a resort town and a residential village.
- Efficient use of land and urban services.
- A mixture of land uses to encourage walking as an alternative to driving, and provide more employment and housing options, and,
- An opportunity to provide formal and informal community gathering places.
- The Downtown District is also connected to neighborhoods and other employment areas.

(1) Permitted Uses:

- (a) Barber shops, beauty salons and spas
- (b) Dance studios
- (c) Gasoline service stations that were being operated as of September 1, 2010
- (d) Hotels/motels
- (e) Infrastructure essential services
- (f) Information Centers
- (g) Licensed massage therapy and body work facilities as certified by the State
- (h) Marinas
- (i) Municipal utility facilities
- (j) Parks
- (k) Public parking lots
- (l) Real estate offices
- (m) Restaurants
- (n) Retail General Use

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- 1 (o) Single family housing in existence as of January 1, 2004; said housing can be utilized as a
- 2 short-term rental. *(Amended 6/20/23 – Ord. No. 2023-004)*
- 3 (p) Taverns or cocktail lounges
- 4 (2) Conditional Uses: *(Amended Ordinance No. 310-122022)*
- 5 (a) Liquor stores
- 6 (b) Solar energy as an accessory structure
- 7 (c) Non-village utility facilities
- 8 (d) Gasoline stations or automobile repair
- 9 (e) Permitted Accessory Uses and Structures. (See Sec. 66.0501)
- 10 (f) Outdoor displays. (See Sec. 66.0506)
- 11 (g) Professional offices
- 12 (h) Outdoor entertainment facilities.

13 (3) Dimensional Standards

14 In the Downtown District, buildings are placed closer to the street to create a vibrant
 15 pedestrian environment, to slow traffic down, to provide a storefront character to the street and
 16 encourage walking. The setback standards are flexible to encourage public spaces between
 17 sidewalks and building entrances (e.g., extra-wide sidewalks, plazas, squares, outdoor dining
 18 areas and pocket parks). The standards also encourage the formation of solid blocks of
 19 commercial buildings for a walkable downtown. Building setbacks are measured from the
 20 respective property line. Setbacks for porches are measured from the edge of the deck or porch
 21 to the property line. The setback standards, as listed below, apply to primary structures as well
 22 as accessory structures.
 23

B-3 District Dimensional Lot Standards Table		
<u>Lot</u>	Minimum Area	4,500 Square Feet
	Minimum Width	45 Feet
	Minimum Green Space	10% of Lot Must Be Left as Green Space.
Structure Standards		
<u>Principal Structure, Business</u>	Maximum Height	35 Feet [1]
	Minimum Floor Area	None
<u>Accessory Structures</u>	Maximum Height	35 Feet, But Shall Not Exceed Height of Principal Structure
Minimum Setbacks		
<u>Principal Structure</u>	Front Yard, on Public Streets	[1]
	Side Yard	6 Feet [2] Must Be Left As Green Space.
	Rear Yard (Street Access Lot)	6 Feet [3] Must Be Left As Green Space.
	Rear Yard (Alley Access Lot)	8 Feet [3] Must Be Left As Green Space.

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<u>Accessory Structures</u>	Front Yard, On Public Streets	[1]
	Side Yard	6 Feet [2] Must Be Left As Green Space.
	Rear Yard (Street Access Lot)	6 Feet Must be Left as Green Space
	Rear Yard (Alley Access Lot)	8 Feet Must be Left as Green Space.

[1] Forty (40) feet from the centerline of the street right-of-way or 20 feet from the property line, whichever is greater.

[2] If the buildings on adjoining lots will abut one another and are visually compatible and complementary, the Plan Commission may allow the affected property owners to enter into a written, recordable agreement that establishes a zero foot side setback. (*Amended Ordinance 161-120809*)

[3] For buildings on through-lots, (lots with front and rear frontage onto a street), front yard setbacks shall apply.

[4] Every development shall provide and maintain a public sidewalk with a minimum width of five (5) feet across the front of the parcel and side yard abutting a public street, as well as an additional three (3) feet of landscaping, and one or more of the “pedestrian amenities” listed in (6)(b).

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(4) PUD Allowed. The Plan Commission and Board of Trustees may vary the Building Setback requirements for the B-3 District, subject to the provisions of the Planned Unit Development requirements in Sec. 66.0341.

(5) Block Layout & Building Orientation:

This section of the Zoning Code is intended to promote the walkable, storefront character of downtown by forming short blocks and orienting, (placing or locating), buildings close to streets. Placing buildings close to the street also slows traffic down and provides more “eyes on the street,” thereby increasing the safety of public spaces. The standards, as listed below, complement the front yard setback standards delineated in Sec. 66.0323(3).

(a) Applicability. This section applies to new land divisions and all of the following types of development, which are subject to site design review by the Plan Commission.

1. Public and institutional buildings, except that all the standards that are delineated in this section will not apply to buildings that are not subject to site design review or those that do not receive the public, (e.g., buildings used solely to house mechanical equipment, and similar uses); and,
2. Commercial buildings.

(b) Block Layout Standard. New land divisions and developments, which are subject to site design review, shall be configured to provide an alley or interior parking court. Blocks, (areas bound by public street rights-of-way), shall have a length not exceeding 400 feet, and a depth not exceeding 400 feet. Pedestrian pathways shall be provided from the street right-of-way to interior parking courts between buildings, as necessary to ensure reasonably safe, direct and convenient access to building entrances and off-street parking.

(c) Building Orientation Standard. All of the developments mentioned in Sec. 66.0323(5)((a) shall be oriented to a street. The building orientation standard is met when all of the following criteria are met:

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1. The minimum and maximum setback standards that are delineated in Sec. 66.0323(3) are satisfied;
2. Buildings have their primary entrance(s) oriented to (facing) the street. (Building entrances may include entrances to individual units, lobby entrances, entrances oriented to pedestrian plazas, or breezeway courtyard entrances (i.e., to a cluster of units or commercial spaces). Alternatively, a building may have its entrance facing a side yard when a direct pedestrian walkway not exceeding 50 feet in length is provided between the building entrance and the street right-of-way.
3. Off-street parking, driveways or other vehicular circulation shall not be placed between a building and the street. On corner lots, buildings and their entrances shall be oriented to the street corner, and parking, driveways and other vehicle areas shall be prohibited between buildings and street corners.

(6) Pedestrian Amenities

(a) Purpose and Applicability.

This section is intended to complement the building orientation standards in Sec. 66.0323(5), and the street standards, by providing comfortable and inviting pedestrian spaces within the Downtown District. Pedestrian amenities serve as informal gathering places for socializing, resting and enjoyment of the Village’s downtown, and contribute to a walkable district. This section applies to all of the following types of buildings:

1. Public and institutional buildings, except that the standard shall not apply to buildings which are not subject to site design review or those that do not receive the public (e.g., buildings used solely to house mechanical equipment, and similar uses); and,
2. Commercial buildings subject to site design review.

(b) Guidelines and Standards.

Every development shall provide and maintain a public sidewalk with a minimum width of five feet across the front of the parcel and side yard abutting a public street, and an additional 3 feet of landscaping and one or more of the “pedestrian amenities” listed in 1 through 4 below. Other types of amenities and designs may be used. Pedestrian amenities may be provided within a public right-of-way when approved by the applicable jurisdiction. *(Amended Ordinance 217-081313) (Amended Ordinance 2023-008)*

1. A plaza, courtyard, square or extra-wide sidewalk next to the building entrance (minimum width of eight feet);
2. Sitting space (i.e., dining area, benches, gazebos or ledges between the building entrance and sidewalk, (minimum of 16 inches in height and 30 inches in width);
3. Building canopy, awning, pergola or similar weather protection, (minimum projection of four feet over a private sidewalk or other private pedestrian space.)
4. Streetscape, which incorporates landscaping, seating, fountains, sculptures, etc.

(7) Special Standards Uses:

This section supplements the standards contained in Sec. 66.0323(3) through Sec. 66.0323(6). It provides standards for the following land uses in order to control the scale and compatibility of those uses within the District: *(Amended Ordinance 217-081313)*.

(a) Parking, Garage and Driveway Orientation.

All off-street vehicle parking, including surface lots and garages, loading docks and overhead doors shall be oriented to alleys, or located in parking areas located behind or to the side of the building; except that side yards facing a street (i.e., corner yards), shall not be used for surface parking. All garage entrances facing a street, (e.g., structured parking), shall be recessed behind the front building elevation by a minimum of six feet. On corner lots, garage entrances shall be oriented to a side street when access cannot be provided from an alley.

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- 1 (b) Parking Spaces Required. The Village recognizes the challenges of providing the necessary
2 parking spaces in the district and thereby establishes the following standard for the district.
3 The detailed requirements for parking lots and spaces are covered in Sec. 66.0403. The Plan
4 Commission may allow a landowner to meet the parking requirement by providing the
5 required parking spaces either on site, or on another privately owned site as required under
6 Sec. 66.0404 - Adjustments to Required Parking. No development shall avoid the need to
7 provide parking spaces by claiming credit for on street parking spaces or public parking lots.
8 The parking spaces required for motels, hotels, all types of condominiums, and accessory
9 residential uses must be provided on site, and no fee in lieu of creating spaces will be
10 allowed. (*Amended Ordinance 217-081313*)
- 11 (c) Fee In Lieu of Creating Parking Spaces. [Refer to Sec. 66.0404(b)] (*Amended Ordinance 120-*
12 *061306*)
- 13 (d) Common Areas. All common areas (e.g., walkways, drives, courtyards, private alleys,
14 parking courts, etc.) and building exteriors shall be maintained by an association or the
15 owner. Copies of any applicable covenants, restrictions and conditions shall be recorded
16 and provided to the Village prior to Zoning Permit approval.
- 17 (8) Exemption. When the application of the off-street parking regulations specified above result in a
18 requirement of not more than three spaces on a single lot in the District, such parking spaces need
19 not be provided. However, where two or more businesses are located on a single lot, only one of
20 these uses shall be eligible for this exemption, and it shall not apply to dwelling units. (*Amended*
21 *Ordinance 217-081313*)
- 22 (9) Automobile-Oriented Uses and Facilities. Automobile-oriented uses and facilities as defined
23 below shall conform to all of the following standards in the B-3 District. The standards are
24 intended to slow traffic down and encourage walking.
- 25 (10) Parking, Garages and Driveways. All off-street vehicle parking, including surface lots and garages,
26 loading docks and overhead doors shall be accessed from alleys, or located in parking areas
27 located behind or to the side of a building; except that side yards on corner lots shall not be used
28 for surface parking. All garage entrances facing a street (e.g., structured parking) shall be recessed
29 behind the front elevation by a minimum of six feet. On corner lots, garage entrances shall be
30 oriented to a side street when vehicle access cannot be provided from an alley.

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OTHER DISTRICTS
SEC. 66.0330 – I-1 INSTITUTIONAL DISTRICT
SEC. 66.0331 – P-1 PARK DISTRICT

SECTION 66.0330 – I-1 INSTITUTIONAL DISTRICT

Sec. 66.0330 – I-1 Institutional District

The I-1 Institutional District is intended to eliminate the ambiguity of maintaining, in unrelated use districts, areas that are under public, public related or private ownership and where the use for public purpose is anticipated to be permanent. Uses permitted shall generally serve the public benefit.

(1) Permitted Uses:

- (a) Public or private primary and secondary schools.
- (b) Colleges, and universities, excluding fraternity and sorority houses.
- (c) Churches.
- (d) Hospitals, sanatoriums and nursing homes.
- (e) Libraries, community centers, museums and public art galleries.
- (f) Public administrative offices and public service buildings, including fire and police stations; but excluding firing ranges and outdoor “burn buildings” used for fire-fighting instruction.
- (g) Public utility offices.

(2) Permitted Accessory Uses:

- (a) Residential quarters for caretakers, clergy or institutional staff.
- (a) Garages for storage of vehicles used in conjunction with the operation of a permitted use.
- (b) Service buildings and facilities normally accessory to the permitted use.
- (c) Ground-mounted and building-mounted earth station dish and terrestrial antennas.
- (d) Roof-mounted solar collectors.
- (e) Municipally owned wells, pumping stations, water towers and reservoirs and municipally owned telecommunications towers and antennas, provided they are located at least 50 feet away from any lot line.
- (f) Any other usual and customary uses accessory to the above permitted uses as determined by the Zoning Administrator or his/her designee.

(3) Conditional Uses:

- (a) All permitted uses allowed in the B-1 District.
- (b) Cemeteries and crematories.
- (c) Firing ranges and outdoor “burn buildings” associated with a fire station, police station or college.
- (d) Utility substations, municipal wells, pumping stations and towers if the use is not less than 50 feet from any lot line.
- (e) Transmitting towers, receiving towers, and relay and microwave towers, and broadcast studios.
- (f) Public utility treatment facilities.
- (g) Solar energy collectors erected as an accessory structure.

(4) Lot Area and Width:

- (a) Lots in the I-1 District shall provide sufficient area and width for the principal structure(s) and its accessory structures, off-street parking and loading areas, and required setbacks.

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- 1 (5) Building Height and Area:
2 (a) No principal building or part of a principal building shall exceed 35 feet in height.
3 Residential uses permitted in the I-1 District shall comply with the building area
4 requirements of the R-2 Multiple Family Residential District. All other uses in the I-1 District
5 shall comply with the building area requirements of the B-1 General Business District.
6 *(Amended Ordinance 159-120809)*
- 7 (6) Setbacks:
8 (a) There shall be a minimum building front setback of at least 45 feet from the centerline of
9 the right-of-way of all streets.
10 (b) There shall be a minimum front setback of at least 40 feet from the edge of the easement
11 or edge of pavement for all buildings not on a public street.
12 (c) There shall be a side setback of at least 20 feet and a rear setback of at least 50 feet for all
13 principal buildings.
14 (d) Accessory buildings shall meet the same setbacks as principal buildings in the district. Other
15 accessory building requirements are listed in Sec. 66.0501.
16 *(Amended Ordinance 200-091112)*

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SECTION 66.0331 – P-1 PARK DISTRICT

Sec. 66.0331 P-1 Park District

The P-1 Park District is intended to provide for areas where the open space and recreational needs of the citizens of the Village can be met without undue disturbance of natural resources and adjacent uses. *(Amended – Ordinance No. 309-122022)*

(1) Permitted Uses:

- (a) Public botanical gardens and arboretums.
- (b) Public historic monuments or sites.
- (c) Public hiking biking, jogging and nature trails.
- (d) Public parks, beaches, playgrounds and parkways.
- (e) Farm markets. No items shall be sold which were purchased for resale. *(Amended Ordinance 150-050409)*

(2) Permitted Accessory Uses:

- (a) Buildings accessory to the permitted use.
- (b) Ground-mounted and building-mounted earth station dishes and terrestrial antennas.
- (c) Solar collectors attached to the principal structure.
- (d) Any other usual and customary uses accessory to the above permitted uses as determined by the Zoning Administrator or his/her designee.
- (e) Public garden plots. *(Amended Ordinance 150-050409)*

(3) Conditional Uses:

- (a) Public or private boat moorings and rentals. *(Amended – Ordinance No. 309-122022)*
- (b) Outdoor entertainment facilities. *(Amended Ordinance No. 310-122022)*

(4) Building Height and Area:

- (a) No building or part of a building shall exceed 35 feet in height.
- (b) The total of the floor area on all floors of the principal building and all accessory buildings including the required parking, driveways and sidewalks shall not exceed 25 percent of the lot area, which shall be left as open space. *(Amended Ordinance 159-120809)* However, for public historic sites with more than one principal building, it shall be the footprint of all buildings, parking, driveways and sidewalks that shall not exceed 25 percent of the lot area, which shall be left as open space. *(Amended Ordinance 302-101822)*

(5) Setbacks:

- (a) There shall be a minimum building front setback of at least 50 feet from the centerline of the right-of-way of all streets.
- (b) There shall be a minimum front setback of at least 40 feet from the edge of the easement or edge of pavement for all buildings not on a public street.
- (c) There shall be a side setback of at least 50 feet and rear setback of at least 50 feet for all principle buildings.
- (d) Accessory buildings shall meet the same setbacks as principal buildings in the district. Other accessory building requirements are listed in Sec. 66.0501. *(Amended Ordinance 207-100912)*

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OVERLAY DISTRICTS



SEC. 66.0340 - W-1 WETLAND OVERLAY DISTRICT

SEC. 66.0341 – PUD - PLANNED UNIT DEV. OVERLAY DISTRICT

**SEC. 66.0342 – HL - HIGHWAY 42 AND 57 LANDSCAPE
SETBACK OVERLAY DISTRICT**

SEC. 66.0344 - BP - BLUFF PROTECTION OVERLAY DISTRICT

SEC. 66.0345 – WHP – WELLHEAD PROTECTION DISTRICT

SEC. 66.0346 – RS - RIDGES & SWALES DISTRICT

SEC. 66.0350 - RO -RESTAURANT OVERLAY DISTRICT



Overlay districts provide for the possibility of superimposing certain additional requirements upon a basic zoning district without disturbing the requirements of that basic district. Whenever overlay district regulations come into play, the regulations that apply to the underlying standard zoning district will remain in full force and effect. All of the previously mentioned overlay districts have been established in the Village, and the regulations that were enacted for each of those districts follow.

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SEC. 66.0340 – W-1 WETLAND OVERLAY DISTRICT

Sec. 66.0340 W-1 Wetland Overlay District

The purpose of the Wetland Overlay (W-1) District is to maintain safe and healthful conditions, to prevent water pollution, to protect fishing spawning grounds and aquatic life, to preserve shore cover and natural beauty, and to preserve, protect, and enhance the lakes, streams, swamps, marshes, bogs and other wetlands in the Village. The proper regulation of these areas will serve to maintain and improve groundwater and surface water quality; prevent flood damage, protect fish and wildlife habitat; prohibit the location of structures on soils which are generally not suitable for such use; protect natural watersheds; and protect the water based recreation and open space resources of the Village. The W-1 District recognizes that undisturbed wetlands serve as natural purifier's of surface waters and as protective buffers at the land water interface. Development in wetlands should be limited and when development is permitted in a wetland, it should occur in a manner that minimizes the adverse impacts upon the wetlands.

The boundaries of the W-1 District were based on the wetlands that were identified on the Wisconsin Wetland Inventory Map for the Village of Sister Bay, dated July 1, 1992. The wetlands included as W-1 are those wetlands that are two acres or more in area and lie within 300 feet of a navigable stream, 1,000 feet from a lake or pond or to the landward side of a floodplain, whichever is greater.

(1) Permitted Uses.

- (a) Hiking, fishing, swimming and boating, unless prohibited by other laws and ordinances.
- (b) Harvesting of wild crops, such as marsh hay, ferns, moss, wild rice, berries, trees, fruits and tree seeds, in a manner that is not injurious to the natural reproduction of such crops, and that does not involve filling, flooding, draining, dredging, ditching, tiling, or excavating.
- (c) Silviculture (forest maintenance), including the planting, thinning, and harvesting of timber, provided that no filling, flooding, draining, dredging, ditching, tiling, or excavating is done except for temporary water level stabilization measures to alleviate abnormally wet or dry conditions which would have an adverse impact on silvicultural activities if not corrected.
- (d) Construction and maintenance of fences.
- (e) Existing agricultural uses provided that they do not involve extension of cultivated areas, extension of or creation of new drainage systems, and further provided that they do not substantially disturb or impair the natural fauna (animals), flora. (plants), topography or water regimen.
- (f) Aquaculture (the growing of plants and animals in water), provided it does not disturb or impair the natural biota (plants and animals).
- (g) The maintenance, repair, replacement and reconstruction of existing public streets, roads, bridges and drainage ways.

(2) Conditional Uses.

- (a) The construction of streets which are necessary for the continuity of the Village street system, are necessary for the provision of essential utility and public safety services, or are necessary to provide access to permitted open space uses, provided that:
 - 1. The street cannot as a practical matter be located outside the W-1 District;
 - 2. The street is designed and constructed to minimize adverse impact upon the natural functions of the wetland as listed in Sec. 66.1708(2) of this chapter;
 - 3. The street is designed and constructed with the minimum cross section practical to serve the intended use;
 - 4. The street construction activities are carried out in the immediate area of the roadbed only; and,
 - 5. Any filling, flooding, draining, dredging, ditching, tiling or excavating that is done must be necessary for the construction or maintenance of the street.

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- 1 (b) The construction and maintenance of non-residential buildings used solely in conjunction
2 with raising of waterfowl, minnows, or other wetland or aquatic animals or used solely for
3 some other purpose which is compatible with natural resource preservation, provided that:
4 1. The building cannot as a practical matter be located outside the conservancy district;
5 2. The building is not designed for human habitation and does not exceed 500 square
6 feet in area; and,
7 3. Only limited filling or excavating necessary to provide structural support is conducted.
- 8 (c) The establishment and development of public and private parks and recreation areas,
9 recreation trails, public boat access sites, natural and outdoor education areas, historic and
10 scientific areas, wildlife refuges, game preserves, and private habitat areas, provided that:
11 1. Parks shall be limited to passive activities. No ball diamonds, tennis courts, playfields,
12 playgrounds or other active recreation areas shall be constructed in a wetland;
13 2. Any private recreation or wildlife habitat area must be exclusively for that purpose.;;
14 3. No filling is to be done; and
15 4. Ditching, excavating, dredging, dike and dam construction may be done in wildlife
16 refuges, game preserves and private wildlife habitat areas, but only for improving
17 wildlife habitat or to otherwise enhance the value of a wetland or other natural
18 resource.
- 19 (d) The construction and maintenance of electric, gas, telephone, water and sewer
20 transmission and distribution lines, and related facilities, by public utilities and cooperative
21 associations organized for the purpose of producing or furnishing heat, light, power or
22 water to members and customers located outside of the W-1 District, provided that:
23 1. The transmission and distribution lines and related facilities cannot as a practical
24 matter be located outside the conservancy district; and
25 2. Any filling, draining, dredging, ditching, or excavating that is done must be necessary
26 for the construction or maintenance of the utility, and must be done in a manner
27 designed to minimize flooding and other adverse impacts upon the natural functions
28 of the conservancy area.
- 29 (e) Ditching, tiling, dredging, excavating or filling done to maintain or repair an existing
30 agricultural drainage system only to the extent necessary to maintain the level of drainage
31 required to continue the existing agricultural use.
- 32 (f) The construction and maintenance of piers, docks and walkways, including those built on
33 pilings.
- 34 (3) Prohibited Uses.
- 35 (a) Any use not listed as a permitted use or a conditional use is prohibited unless the W-1
36 District lands concerned are first rezoned into another district.
- 37 (b) The use of a boathouse for human habitation and the construction or placement of a
38 boathouse or fixed houseboat below the ordinary high-water mark of any navigable water
39 is prohibited.
- 40 (4) Wetlands Used for Density Calculation. Where a lot is located partially within a W-1 District and
41 partially within an adjoining use district, that area of the parcel in the W-1 District may be used
42 to meet the minimum lot area requirements; provided that adequate adjacent upland space is
43 available for the structure and related grading.

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SEC. 66.0341 – PUD - PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT

Sec. 66.0341 – PUD – Planned Unit Development Overlay District

The PUD - Planned Unit Development Overlay District, is intended to permit developments that will, over a period of time, be enhanced by coordinated area site planning, diversified location of structures, diversified building types and/or mixing of compatible uses. Such developments are intended to provide a safe and efficient system for pedestrian and vehicle traffic; to provide attractive recreation and open spaces as integral parts of the developments; to enable economic design in the location of public and private utilities and community facilities; and to ensure adequate standards of construction and planning. The PUD Overlay District under this chapter will allow for flexibility of overall development design with benefits from such design flexibility intended to be derived by both the developer and the community, while at the same time maintaining insofar as possible the land use density and other standards or use requirements set forth in the underlying basic zoning district.

(1) Permitted uses.

Uses permitted in a PUD District shall conform to uses permitted in the underlying basic use district. Individual structures shall comply with the specific building area and height requirements of the underlying basic use district. All open space and parking requirements of the underlying basic use district shall be complied with either individually or by providing the combined open space and parking space required for the entire development in one or more locations within the development.

(2) Minimum area requirements.

(a) Areas designated as PUD Districts shall be under single or corporate ownership or control, and shall contain a minimum development area of:

Principal Uses	Minimum Area of PUD
Residential PUD	1.0 acres
Business PUD	1.5 acres
Mid Compatible Use	1.5 acres

(3) Procedural requirements.

(a) Pre-Application Conference. Prior to the official submission of the application for the approval of a PUD District, the owner or agent making such application shall meet with the Zoning Administrator to discuss the scope and proposed nature of the contemplated development.

(b) Application. Following the pre-application conference, the owner or his/her agent may file an application with the Zoning Administrator for approval of a PUD District. Such application shall be accompanied by a filing fee, as required by the Municipal Code of the Village, and the following information:

1. A statement which sets forth the relationship of the proposed PUD to the Village's adopted master plan, or any adopted component thereof, and the general character of and the uses to be included in the proposed PUD, including, but not limited to, the following information:

a. Total area to be included in the PUD, area of open space, residential density computations, the amount of business space by type of use, proposed number of

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dwelling units, population analysis, availability of or requirements for municipal services and any other similar data pertinent to a comprehensive evaluation of the proposed development.

- b. A general summary of the estimated value of structures and site improvement costs, including landscaping and special features.
- c. A general outline of the organizational structure of a property owners' management association, which may be proposed to be established for providing any necessary private services.
- d. Any proposed departures from the standards of development as set forth in the Village zoning regulations, other Village regulations or administrative rules, or other universal guidelines.
- e. The expected dates of commencement and completion of physical development as set forth in the proposal. If the PUD is to be developed in phases, a phasing plan setting forth the starting and completion dates of each phase shall be submitted. If applicable, a statement indicating the type of Federal or State program being used to provide a subsidy or less-than-market rents for the units proposed.
- f. A general development plan including, but not limited to:
 - i. A legal description of the boundaries of the subject property included in the proposed PUD and its relationship to surrounding properties.
 - ii. The location of public and private roads, driveways and parking facilities.
 - iii. The size, arrangement and location of any individual building sites and proposed building groups on each individual site.
 - iv. The location of institutional, recreational and open space areas and areas reserved or dedicated for public uses, including schools, parks and drainageways.
 - v. The type, size and location of all structures.
 - vi. General landscape treatment.
 - vii. Architectural plans, elevation, and perspective drawings and sketches illustrating the design and character of proposed structures.
 - viii. The existing and proposed location of public sanitary sewer and water supply facilities.
 - ix. The existing and proposed location of all private utilities or other easements.
 - x. Characteristics of soils related to contemplated specific uses.
 - xi. Existing topography on the site with contours at no greater than two-foot intervals.
 - xii. Anticipated uses of adjoining lands in regard to roads, surface water drainage and compatibility with existing adjacent land uses.
 - xiii. Anticipated phasing of the development, if applicable.

(4) Referral to Plan Commission. The application for a PUD District shall be referred to the Plan Commission for its review and recommendation, including any additional conditions or restrictions, which it may deem necessary or appropriate. For such an application, property owners within 300 feet of the subject property will be sent a notice of the meeting at which it will be discussed. In addition to the notice, a copy of the Plan Commission report will be sent; which will provide an explanation of the proposal, as well as the Zoning Administrator's recommendation. As soon as is practicable following the meeting, the Plan Commission, through the Zoning Administrator, shall report its findings and recommendations to the Village Board; which may be a recommendation for approval, approval with conditions or denial of the application.

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1 (5) Village Board Public Hearing. Following the Plan Commission public hearing and the formulation
2 of the Plan Commission recommendation, the Village Board shall hold a public hearing pursuant
3 to the requirements of Sec. 66.1705 and Sec. 66.1801 of this chapter. Notice for such hearing
4 shall include reference to the development plans filed in conjunction with the requested PUD
5 District. Following the public hearing, the Village Board shall decide whether the PUD District
6 application is to be granted or denied.

7 (6) Basis for approval of the application.

8 (a) The Plan Commission in making its recommendation and the Village Board in making its
9 determination shall consider:

- 10 1. That the applicants for the proposed PUD District have indicated that they intend to
11 begin and complete the physical development of the PUD within a time frame
12 approved by the Village Board, after recommendation by the Plan Commission.
- 13 2. That the proposed PUD District is consistent in all respects to the purpose of this
14 section and to the spirit and intent of this chapter; is in conformity with the adopted
15 master plan or any adopted component thereof; and, that the development would not
16 be contrary to the general welfare and economic prosperity of the community.
- 17 3. The constraint or burden that will be imposed on public services, public utilities and
18 facilities, such as fire and police protection, street maintenance, and maintenance of
19 public areas by the proposed development.
- 20 4. All property to be included in a PUD District shall be held in single ownership. However,
21 if there is more than one owner, the applicants shall create a property owners
22 association; whose responsibility it shall be to agree upon any plan prior to it being
23 presented to the Plan Commission for approval and, thereafter, shall be the
24 responsible entity for the maintenance of the exterior of all buildings, as well as all
25 common areas within its PUD District. The bylaws of this association, which contain its
26 duties and responsibilities, shall first be approved by the Plan Commission and shall
27 be written so that all subsequent amendments shall also have to be approved by the
28 Plan Commission before they can take effect.
- 29 5. The proposed site shall be provided with adequate drainage facilities for surface and
30 storm waters.
- 31 6. The proposed site shall be accessible from public roads that are adequate to carry the
32 traffic that can be expected to be generated by the proposed development.
- 33 7. The streets and driveways on the site of the proposed development shall be adequate
34 to serve the residents and or customers of the proposed development and shall meet
35 the minimum standards of all applicable ordinances or administrative regulations of
36 the Village.
- 37 8. Public water and sewer facilities shall be provided.
- 38 9. Adequate guarantee must be provided for permanent preservation of open space
39 areas as shown on the approved site plan either by private reservation and
40 maintenance or by dedication to the public.
- 41 10. The relative economic benefit to the Village shall be greater than the underlying zoning
42 would allow.

43 (b) That, in the case of a proposed residential PUD District:

- 44 1. Such development will create an attractive residential environment of sustained
45 desirability and economic stability, including structures in relation to terrain,
46 consideration of safe pedestrian flow, ready access to recreation space, and
47 coordination with overall plans for the community.
- 48 2. The total net residential density within the PUD District will be consistent with
49 development permitted in the underlying basic use district. The district area, width
50 and yard requirements of the underlying basic use district may be modified; however,

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1 in no case shall the average density in the district exceed the number of dwelling units
2 that would have been permitted on that amount of land if the PUD District regulations
3 had not been utilized. This allows for transfer of density within a site, but not an
4 increase in density.

- 5 3. Each residential planned unit development, having more than one property owner
6 involved and featuring common open space or other common improvements, shall be
7 managed by a Property Owners' Association, or other appropriate management
8 mechanism, to assure that any common facilities are properly maintained. A copy of
9 the bylaws of the management association shall be included with the PUD application;
10 which shall initially be approved by the Plan Commission as well as any subsequent
11 amendments.

12 (c) That, in the case of a proposed business PUD District:

- 13 1. The proposed development will be adequately served by off-street parking and truck
14 service facilities.
15 2. The locations for entrances and exits have been designated to prevent unnecessary
16 interference with the safe and efficient movement of traffic on surrounding streets,
17 and that the development will not create an adverse effect upon the general traffic
18 pattern of the surrounding neighborhood.
19 3. The architectural design, landscaping, control of lighting, and general site
20 development will result in an attractive and harmonious service area compatible with
21 the surrounding neighborhood.
22 4. Each business planned unit development featuring common open space or other
23 common improvements shall be managed by a Property Owner's Association, or other
24 appropriate management mechanism, to assure that any common facilities are
25 properly maintained. A copy of the bylaws of the management association shall be
26 included with the PUD application.
27 5. That, in the case of a proposed mixed-use PUD District:
28 a. The proposed development will include the standards delineated in (6)(b) and
29 (6)(c), and result in a higher quality development than if the project were done
30 separately.

31 (7) Determination.

32 The Village Board, after due consideration, may deny the application, approve the application as
33 submitted, or approve the application subject to additional conditions and restrictions; including
34 but not limited to, beginning and completing the physical development of the PUD within a time
35 frame approved by the Village Board, after recommendation by the Plan Commission and that
36 the Village shall be a part of the approval process for any amendment to the bylaws of the
37 Property Owners' Association. The approval of a PUD District shall be based upon and include as
38 conditions thereto the building, site and operational plans for the development as approved by
39 the Village Board. The approval of a planned unit development, and the attendant conditions of
40 approval, shall be applicable to the developer, his/her heirs, successors and/or assigns.

41 (8) Existing planned developments.

42 All properties with planned development zoning, on the effective date of this chapter, which
43 remain planned developments after the effective date of this chapter, are hereby declared
44 conforming planned developments. Such planned developments shall be subject to the
45 regulations contained in the resolution or ordinance which authorized and approved the planned
46 development.

47 (9) Changes and additions prior to final PUD approval.

48 Any change or addition to the plans or uses prior to the issuance of an occupancy permit shall
49 first be submitted for approval to the Plan Commission and, if, in the opinion of the Plan
50 Commission, such change or addition constitutes a substantial alteration of the original plan, a

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1 public hearing before the Plan Commission shall be required and notice thereof be given pursuant
2 to the provisions of Sec. 66.1801, and said proposed alterations shall be submitted to the Village
3 Board for approval after a public hearing.

4 (10) Subsequent land division.

5 The division of any land or lands within a PUD District for the purpose of change or conveyance
6 of ownership shall be accomplished pursuant to the land division regulations of the Village and
7 when such division is contemplated, a subdivision plat or certified survey map, as may be
8 appropriate, of the lands to be divided shall accompany the application for PUD approval.

9 (a) Changes and Additions to the PUD after Final Approval.

- 10 1. Any change in occupancy within an approved PUD project shall be administered in the
11 same manner as a change in occupancy in a basic use district as set forth in Sec.
12 66.1532. A certificate of compliance shall not be issued to a use that is not consistent
13 with conditions placed on approval in any PUD District.
- 14 2. Any addition to a planned unit development in years subsequent to construction and
15 occupancy shall be considered a new and separate proposal, and shall be required to
16 comply with all of the review and approval requirements of this district, including the
17 requirement for submittal of development plans and the conduct of public hearings
18 required by this section.

19 (11) Adjustments to minimum area requirements. The purpose of this section is to allow adjustments
20 to the minimum area requirements for the creation of a PUD District. Reducing the minimum area
21 requirements, where justified, will allow for the more efficient development of certain properties
22 that are less likely to develop under a conventional zoning district due to such limiting factors as
23 shape, size and accessibility. The Plan Commission may recommend approval to the Village Board
24 of a request for a PUD District on a property, that does not meet the minimum area requirements
25 as set forth in Sec. 66.0341(2), by at least a ¾ majority vote of the Commissioners, but only if
26 supplemental design elements, reduced density or other improvements, requested by the Plan
27 Commission, are incorporated into the project, that compensate for the modification of this
28 minimum area.

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SEC. 66.0342 – HL - HIGHWAY 42 AND 57 LANDSCAPE
SETBACK OVERLAY DISTRICT

SEC. 66.0342 – HL - HIGHWAY 42 AND 57 LANDSCAPE
SETBACK OVERLAY DISTRICT

SEC. 66.0342 – HL - HIGHWAY 42 & 57 LANDSCAPE SETBACK OVERLAY DISTRICT

Sec. 66.0342 HL Highway 42 and 57 Landscape Setback Overlay District

The intent of the Highway 42 and 57 Landscape Setback Overlay (HL) District is to establish special setback requirements for parking and structures along portions of Highway 42 and 57 to accommodate traffic flows safely, maintain the character of business development, and provide an aesthetically pleasing entrance to the Village.

(1) Location of requirements.

The following Highway Landscape Setback Overlay requirements shall be applied to those portions of State Highway 42 and State Highway 57 located from their intersection to the south Village limits.

(2) Effect on setback and frontage requirements of abutting zoning districts.

These requirements shall be observed by all development within the Highway 42 and Highway 57 Landscape Setback Overlay and shall supersede any conflicting requirements contained in underlying districts.

(3) Building setback.

All buildings within this area shall be setback from Highway 42 and Highway 57 at least 90 feet as measured from the centerline of the right-of-way.

(4) Planting strip adjacent to highways.

Except to allow access to lots abutting Highway 42 or Highway 57 or access to any frontage road established by the Village to serve those lots, all lots abutting Highway 42 or Highway 57 must maintain the first 35 feet from the edge of the highway pavement as a non-impervious landscape strip. This landscape strip shall be maintained in grass or ground cover approved by the Village and shall contain shade trees of the type specified by the Plan Commission planted at a spacing of one tree per 40 feet lineal distance along the road, located ten feet from the edge of the street pavement or bike lane. (*Amended Ordinance 120-061306*)

(5) Access controls.

Vehicular access points from Highway 42 or Highway 57 shall be determined with the Wisconsin Department of Transportation.

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SEC. 66.0344 – BP – BLUFF PROTECTION OVERLAY DISTRICT

Sec. 66.0344 BP Bluff Protection Overlay District

The Bluff Protection Overlay District (BP) is hereby established as a district, which overlaps, and overlays existing base zoning districts, the extent and boundaries of which are as indicated on the official zoning map for the Village. Overlay districts provide for the possibility of superimposing certain additional requirements upon a basic zoning district without disturbing the requirements of the basic district. The uses of the underlying standard zoning district shall remain in force.

(1) Intent:

- (a) Promote safe conditions by preventing placement of roads on highly inclined surfaces.
- (b) Preserve escarpments as landmark features that contribute to the scenic diversity and attractiveness of the Village.
- (c) Preserve flora and fauna habitats.

(2) Location of requirements:

The Bluff Protection Overlay District shall be identified on the Official Zoning map of the Village. The location of the bluff on a parcel shall be determined by a trained expert or Geologist acceptable to the Plan Commission.

(3) Permitted uses:

Principal Uses shall be those permitted in the underlying zoning district. Uses prohibited in the underlying zoning district are also prohibited in the Bluff Overlay district.

(4) Conditional uses:

Conditional Uses shall be those permitted in the underlying zoning district.

(5) Site plan required:

A site plan prepared in accordance with Sec. 66.1050 is required for all uses.

(6) Setbacks:

There shall be at least a 25-foot setback from the crest of the bluff. The crest shall be established by means of a site inspection by the Village, the location of which will be plotted by the applicant on the site plan based upon the zoning map.

(7) Special requirements:

- (a) No roads or driveways shall be placed on slopes of 30% - 39% unless the roads or driveways are placed parallel to the bluff face. No roads or driveways shall be placed on slopes of 40% or greater.
- (b) The clearing of trees, shrubbery, undergrowth, and other ground cover located within bluff protection areas shall be permitted for:
 - 1. Building footprints.
 - 2. Sites for wastewater disposal systems.
 - 3. Driveways, not to exceed 20 feet in width.
 - 4. The area on a lot, excluding the bluff crest and face, extending not more than 15 feet from the exterior walls of principal buildings and ten feet from accessory buildings.

(8) Tree topping. Tree topping, which is defined as tree cutting or sculpturing where only a portion of the tree is removed to improve the view is prohibited within the Bluff Protection Overlay District.

- (a) In the area on the balance of the lot, selective removal of trees, shrubbery, under growth and other ground cover is permitted provided that:
 - 1. No more than 30% of this area on the lot shall be cleared.
 - 2. The clearing of the 30% described above shall not result in strips of cleared openings of more than 30 feet in any 100-foot wide strip, nor create a cleared opening strip greater than 30 feet wide.

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- 1 (b) In the remaining 70% of this area, cutting and pruning shall leave sufficient cover to screen
- 2 vehicles, dwellings, and other structures. Even though vegetation removal is permitted by
- 3 this Code, the Village strongly recommends that the existing vegetation, including trees,
- 4 shrubbery, undergrowth and ground cover, be preserved to the greatest extent possible to
- 5 protect the ecosystem of the bluff.
- 6 (c) Pruning of trees is not permitted, except for the removal of dead, diseased or dying trees.
- 7 (9) Special Cutting Plan. A Special Cutting Plan allowing greater cutting may be permitted by the Plan
- 8 Commission by issuance of a Conditional Use Permit. In applying for such a permit, the
- 9 Commission may require the lot owner to submit a drawing of his/her lot including the following
- 10 information: location of all structures, location of parking, and gradient of the land, existing
- 11 vegetation, proposed cutting and proposed replanting. The Commission may grant such a permit
- 12 only if it finds that such special cutting plans:
- 13 (a) Will not cause undue erosion or destruction of scenic beauty.
- 14 (b) Will provide substantial shielding from the water of dwellings, accessory structures and
- 15 parking area. The Commission may condition such a permit upon a guarantee of tree
- 16 planting by the lot owner. Such an agreement shall be enforceable in court.
- 17 (c) Is consistent with established forest management practices.

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SEC. 66.0345 – WHP - WELLHEAD PROTECTION OVERLAY DISTRICT

Sec. 66.0345 WHP Wellhead Protection District

The Wellhead Protection District (WHP) is intended to ensure the provision of a safe and sanitary drinking water supply for the Village by establishment of a wellhead protection area surrounding the wellheads for all wells which are the supply sources for the Village water system and by the designation and regulation of property uses and conditions which may be maintained within such zones to minimize public and private losses due to contamination of the public water supply. These regulations are established pursuant to the authority granted by the Wisconsin Legislature in 1983, Wisconsin Act 410 (effective May 11, 1994), which specifically added groundwater protection to the statutory authorization for municipal planning and zoning in order to protect the public health, safety, and welfare.

(1) Establishment of wellhead protection area.

There is hereby established a use district to be known as the Wellhead Protection Area, identified and described as all the areas including those of the cone of depression due to the average pumping capacity of the wells, the areas encompassing the zone of contribution for a five year time of travel to the wells, and the recharge areas influencing the wells.

(a) The area(s) designated as the Zone of Influence for the well(s) is hereby known as the Primary Protection Zone(s). It begins at the wellhead and extends radially outward a distance of 500 feet from the well. Additional protection beyond the Primary Protection Zone shall be accomplished by the establishment of Management Zones.

(2) Boundaries. The boundaries of the Primary Management Zone shall begin at a point or points along the outer perimeter of the Primary Protection Zone and extend outward to all points within and including the designated Zone of Contribution for the five-year time of travel to each of the wells. Furthermore, as the annual average pumping capacity of the wells is changed, the Primary Management Zone boundaries shall be changed in like manner.

(a) The boundaries of the Secondary Management Zone shall include all the area extending between the Primary Management Zone outer perimeter and a minimum of one mile radially or the Village limits boundaries (whichever is less) from any well supplying water to the aforementioned community water system.

(b) Subsequent and additional Management Zones may be established whenever it is found that the Wellhead Protection Zone needs to be expanded to provide adequate protection for the groundwater within and/or adjacent to the Wellhead Protection Area.

(c) Location of requirements. The following protection requirements shall be based upon the location of the Village wells located at the following:

1. Well Number 1: Scandia Road at Bay Shore Drive;
2. Well Number 2: Smith Drive at Highway 57;
3. Well Number 3: Hill Road at North Spring Road.

(d) A detailed map of the different zones shall be maintained by the Zoning Administrator and shall be incorporated into the Official Zoning Map of the Village.

(3) Substances regulated.

The materials regulated by this Section shall consist of the following:

(a) Petroleum products as defined in Sec. 66.2100.

(b) Substances listed in the Federal Hazardous Waste List.

(c) Substances other than those listed on the Federal Hazardous Waste List that are determined by State or Federal agencies to pose a significant threat to any community water supply well or well field.

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1 (4) Restrictions within the wellhead protection area.

2 Restrictions within each Zone of the Wellhead Protection Area shall be determined by the Village
3 Board or their appointee. The Board or their appointee shall conduct a survey of the wellhead
4 area and identify the potential sources of contamination therein. After assessing the local
5 groundwater protection needs, the method or combination of management methods shall be
6 submitted for approval. The restrictions within each Zone may be modified periodically to provide
7 additional protection or to prevent future contamination.

8 (a) The following uses or conditions shall be and are hereby prohibited within the Primary
9 Protection Zone.

- 10 1. Existing uses or conditions that are prohibited under this section but are desired to
11 continue must comply with the requirements of Sec. 66.0345(6). (*Amended Ordinance*
12 *No. 176-091410*)
- 13 2. Agricultural activities.
- 14 3. Feedlots or other concentrated animal facilities.
- 15 4. Gas Stations.
- 16 5. Vehicle repair establishments, including auto body repair.
- 17 6. Junk yards or auto salvage yards.
- 18 7. Bus or truck terminals.
- 19 8. Impervious surfaces other than roofs of buildings, and streets, parking lots, driveways
20 and sidewalks.
- 21 9. Dry cleaning businesses.
- 22 10. Any manufacturing or industrial business.
- 23 11. Electroplating facilities.
- 24 12. Exterminating businesses.
- 25 13. Sanitary landfills.
- 26 14. Sanitary sewer lines within 100 feet of a wellhead.
- 27 15. Animal waste spreading.
- 28 16. Septic tanks or drain fields appurtenant thereto.
- 29 17. Storm water infiltration basins.
- 30 18. Hazardous waste disposal sites.
- 31 19. Surface use or storage of hazardous material, including commercial use of agricultural
32 pesticides.
- 33 20. Underground storage.
- 34 21. Salt storage.
- 35 22. Bulk herbicide and/or pesticide storage and use.

36 (b) The following uses or conditions shall be and are hereby prohibited within Management
37 Zone One.

- 38 1. Junk yards and auto salvage yards.
- 39 2. Sanitary landfills.
- 40 3. Hazardous waste disposal sites.
- 41 4. Storm water infiltration basins.

42 (c) The following uses or conditions are permitted within Management Zone One only as a
43 special exception. A conditional use permit may be granted to an individual and/or facility
44 to allow a special exception use. In order to receive a conditional use permit, an individual
45 and/or facility must demonstrate compliance with applicable Federal, State and County
46 requirements.

- 47 1. Feedlots or other concentrated animal activities.
- 48 2. Gas stations.
- 49 3. Vehicle repair establishments, including auto body repair.
- 50 4. Bus or truck terminals.

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- 1 5. Dry cleaning businesses.
- 2 6. Any manufacturing or individual business.
- 3 7. Electroplating facilities.
- 4 8. Exterminating businesses.
- 5 9. Animal waste spreading.
- 6 10. Septic tanks or drain fields.
- 7 11. Bulk salt storage.
- 8 12. Surface use or storage of hazardous materials.

9 (d) The area within Management Zone Two shall be managed by conducting a public education
10 program to inform the property owners of the need for and methods of wellhead
11 protection. If additional management methods are necessary, the appropriate governing
12 bodies with jurisdiction over the area within Management Zone Two shall be notified.

13 (5) Exemptions.

14 Individuals and/or facilities may request that the Village issue a conditional use permit for a
15 special exception use in the Wellhead Protection Area. All requests shall be in writing either on
16 or in substantial compliance with forms to be provided by the Village and shall include an
17 environmental assessment report prepared by a licensed environmental engineer. The report
18 shall be forwarded to the Village Engineer and/or designee(s) for recommendation and final
19 decision by the Village Board. The individual/facility shall reimburse the Village for all consultant
20 fees associated with this review at invoiced amount plus administrative costs. Any uses shall be
21 conditional and may include required environmental and safety monitoring consistent with local,
22 state, and federal requirements, and/or bonds and/or sureties satisfactory to the Village.

23 (a) The following activities or uses are exempt from the provision of this chapter.

- 24 1. The transportation of any hazardous substance through the wellhead protection area,
25 provided the transporting vehicle provides adequate primary and secondary
26 containment and is in-transit.
- 27 2. The use of herbicides and pesticides is allowed within the Management Zones,
28 provided best management practices are used or it is determined that the use of such
29 herbicides and pesticides does not pose a serious threat to the groundwater.
- 30 3. The use of any hazardous substance solely as fuel in a vehicle fuel tank or as a lubricant
31 in a vehicle.
- 32 4. Fire, police, emergency medical services, emergency management center facilities or
33 public utility transmission facilities.
- 34 5. Retail sales establishments that store and handle hazardous substances for resale in
35 their original unopened containers.
- 36 6. Consumer products limited to use at a facility solely for janitorial or minor
37 maintenance purposes.
- 38 7. Consumer products located in the home, which are used for personal, family or
39 household purposes.
- 40 8. The storage and use of hazardous substances as fuel or lubricant to provide auxiliary
41 power for emergency use to the well field provided an enclosed secondary
42 containment system is provided for the substance.
- 43 9. Any water treatment chemicals connected with the operation of the wells.
- 44 10. Storm water retention ponds constructed in a manner approved by the Village and/or
45 the Village Engineer may be placed in the management zone. The soil beneath the
46 retention pond shall have a low rate of water transmission, less than 0.15 inches per
47 hour.

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1 (6) Requirements for existing facilities.

2 The following requirements are to be met by existing facilities wishing to continue with activities
3 prohibited under Sec. 66.0345(4).

4 (a) Facilities shall provide copies of all federal, state and county operation approvals or
5 certificates and ongoing environmental monitoring results to the Village.

6 (b) Facilities shall provide additional environmental or safety structures/monitoring as deemed
7 necessary by the Village, which may include but are not limited to storm water runoff
8 management and monitoring.

9 (c) Facilities shall replace equipment or expand in a manner that improves the existing
10 environmental and safety technologies already in existence.

11 (d) Facilities shall have the responsibility of devising and filing with the Village a contingency
12 plan satisfactory to the Village for the immediate notification to Village officials in the event
13 of an emergency.

14 (7) Penalties.

15 In the event of the release of any contaminants which endanger the Wellhead Protection Area,
16 the activity causing said release shall cease immediately and a cleanup satisfactory to the Village
17 shall occur. The individual/facility participating in such activity shall be responsible for all costs of
18 cleanup, as well as Village consultant fees at the invoiced amount plus administrative costs for
19 oversight review, and preparation of all related documentation. These costs may include but are
20 not limited to:

21 (a) The cost of Village employees' time associated in any way with the cleanup based on the
22 hourly rate paid to the employees multiplied by a factor determined by the Village
23 representing the Village's cost for expenses, benefits, insurance, sick leave, holidays,
24 overtime, vacation, and similar benefits;

25 (b) The cost of Village equipment employed; and,

26 (c) The cost of mileage reimbursed to Village employees attributed to the cleanup.

27 (d) The costs recoverable as provided herein shall be in addition to the penalty for this section.

28

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SEC. 66.0346 – RS - RIDGES & SWALES OVERLAY DISTRICT

Sec. 66.0346 RS - Ridges and Swales

The purpose of the Ridges and Swales Overlay District (RS) is to recognize and protect landforms that owe their existence to the dynamic forces of water acting upon the land during various periods of rising and falling lake levels. The events that produced these landforms apparently occurred during approximately the last 4,000 years. These geologic features and the wild plant and animal life supported on them are of significant scientific interest. The ridges and swales complexes also contribute to the special aggregate landscape of the Village.

(1) Determination.

The location of ridges and swales complexes shall be determined by a trained expert or Geologist acceptable to the Plan Commission.

(2) Requirements.

- (a) Buildings and structures shall be placed, to the greatest practical extent, on the uppermost ground surfaces of ridges.
- (b) No buildings and structures, except roads constructed in accordance with subsection (e) that follows, shall be placed in swales.
- (c) The ridges ground surfaces shall not be reshaped by excavation, except for customary excavation necessary to construct roads and foundations of buildings and structures; by grading; or by filling, except for customary backfilling around foundation walls of buildings and structures, construction of roads in accordance with subsection (e), and construction of parking areas.
- (d) The swales ground surfaces shall not be reshaped by excavating, grading or filling, except as necessary for road construction in accordance with subsection (e).
- (e) Road construction in ridges and swales complexes shall occur in accordance with the following:
 1. Roads shall be placed, to the greatest practical extent, on the uppermost ground surfaces of the ridges.
 2. Roads shall not be placed in swales, except for that portion which is the minimum necessary to continue a road from one ridge to the adjacent ridge. The road portion in the swale shall be constructed to allow free and continuous movement of surface water through the road by means of culverts and/or bridges.
 3. The road shall be constructed with the minimum cross-sectional area necessary to serve the intended use.
 4. Road construction activities shall be carried out in the immediate area of the road only.

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SEC. 66.0350 – RO – RESTAURANT OVERLAY DISTRICT

Note: This entire section was added as the result of the passing and adoption of Ordinance No. 172-081010.

Sec. 66.0350 RO Restaurant Overlay District - RO-1

Purpose. The purpose of the standards in this section is to regulate the number, location and operation of various types of restaurants in order to maintain the Village’s unique character, the vitality of the commercial districts, and the quality of life of Sister Bay residents.

(1) **Definitions:**

General Restaurant means an eating-place, whether a principal use or accessory use, selling a full line of prepared food and drinks using non-disposable plates, glasses and utensils for immediate consumption on the site. The business provides tables and chairs, table service, and is available to persons of all ages. The use shall not exhibit the characteristics of a drive-in, formula or fast food establishment. Customers shall be provided with individual menus while seated at a table or counter. Food sold for consumption off-premise shall be incidental to the primary use. Such food shall be placed in covered containers or wrappings, and all house-brand labeled food store goods such as vinegars, oils and salad dressings shall be prepackaged and sealed.

Drive-In Restaurant

An eating place, whether a principal use or accessory use which:

- (a) Prepares food intended for consumption in vehicles that may or may not be parked on the site; or,
- (b) Provides for the ordering of food while the customers are seated in vehicles.

Formula Restaurant

An eating-place, whether a principal use or accessory use, that is one of a chain or group of three or more establishments and which satisfies at least two of the following three standards:

- (a) It has the same or similar name, brand, trade name, or trademark as others in the chain or group;
- (b) It offers any of the following characteristics in a style which is distinctive to and among the chain or group:
 - 1. Exterior design or architecture; and,
 - 2. Employees are required to wear uniforms. (The wearing of a personal identification tag by an employee or utilization of a simple logo will not render clothing to be considered a “uniform”.)
- (c) It utilizes standardized menus, ingredients, food preparation or food presentation format which causes it to be substantially identical to another restaurant regardless of ownership or location; and,
- (d) It is a fast food restaurant.

Fast Food Restaurant

An eating-place, whether a principal use or accessory use, selling food to be consumed on or off the site where:

- (a) Food is quickly made upon the customer’s order or is pre-made and wrapped before customers place orders, and/or
- (b) Food is served with disposable tableware for on-site consumption.

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1 A fast food restaurant also exhibits two or more of the following characteristics:

- 2 (a) Food is ordered from a wall menu at a service counter;
- 3 (b) Food consumed on the premises is ordered while customers are standing;
- 4 (c) Payment is made by customers before food is consumed;
- 5 (d) The service counter is closer to an entry/exit than is the seating/dining area; and,
- 6 (e) The business interior is brightly illuminated (greater than 8 candle foot power as measured
- 7 in a horizontal plane three feet above the floor).

8 **Take-Out Restaurant** means an eating place, whether a principal use or accessory use, selling
9 ready-to- eat, prepared snack food and full meals for immediate consumption off the site while
10 patrons are walking or standing in the public right-of-way or are seated in vehicles.

11 **Drive-up Window Restaurant** means a window opening to the outdoors designed to furnish food
12 or beverages to motorists.

13 **Walk-up Window Restaurant** means a window opening to the outdoors designed to furnish food
14 or beverages to pedestrians.

15 **Drive-through Restaurant** means a paved area serving as a queuing or staging area for motorists
16 to receive food that they have ordered.

17 (2) **Applicability.**

18 The regulations in this section shall apply as an overlay district for the B-1 General Business, the
19 B-2 Downtown Transition District, the B-3 Downtown Business District and the I-1 Institutional
20 Districts.

21 (3) **Permitted Uses.**

22 A general restaurant whether a principal use or accessory use, shall be permitted subject to the
23 following requirements.

- 24 (a) Underlying district lot area and width; building height and area; setbacks; special standards
25 and parking.
- 26 (b) Site plan and architectural review and such others as apply.

27 (4) **Conditional Uses.**

28 A fast food, drive-in or take-out restaurant whether a principal use or accessory use may be
29 granted a Conditional Use Permit subject to the following requirements.

- 30 (a) The underlying district lot area and width; building height and area; setbacks; special
31 standards and parking must all be satisfied.
- 32 (b) Site plan and architectural review.
- 33 (c) Approval of the fast food, drive-in or take-out restaurant with or without a walk-up window
34 will contribute to a diverse and appropriate blend of businesses in the Village;
- 35 (d) Approval of the fast food, drive-in or take-out restaurant will complement those businesses
36 already in the Village and help promote and foster the local economic base as a whole.
- 37 (e) The fast food, drive-in or take-out restaurant will be compatible with existing surrounding
38 uses; has been designed and will be operated in a non-obtrusive manner to preserve the
39 community's character and ambiance; and the proposed intensity of uses on the site is
40 appropriate given the uses permitted on the site and on adjoining sites, including but not
41 limited to the following:
 - 42 1. The size of any individual fast food, drive-in or take-out restaurant shall not to exceed
43 two thousand five hundred (2,500) square feet of gross floor area.
 - 44 2. The street frontage of any individual fast food, drive-in or take-out restaurant shall not
45 exceed sixty-five feet (65') in width.
 - 46 3. So long as the Planning Commission finds that establishing or relocating the fast food,
47 drive-in or take-out restaurant will not increase the intensity of use on the site to a
48 level that will adversely impact:
 - 49

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- 1 a. Land uses in the area;
- 2 b. Pedestrian or motor vehicle traffic; or,
- 3 c. The public welfare.
- 4 4. There shall not be a substantial impact to the public safety from increased traffic. At
- 5 the discretion of the Plan Commission, the applicant may be required to submit a traffic
- 6 study, prepared by a Wisconsin Registered Professional Engineer, approved by the Plan
- 7 Commission.
- 8 5. There shall not be any impacts to the roadway or abutting properties from the loading
- 9 area.
- 10 6. Approval of the fast food, drive-in or take-out restaurant will be consistent with the
- 11 policies and standards of the Comprehensive Plan as approved and amended.

12 (5) Excluded Uses.

13 The following uses are excluded from the overlay district.

- 14 (a) Formula restaurants, drive-up window restaurants and drive-through restaurants, which
- 15 are all prohibited.
- 16 (b) Reserved.

17 (6) Change of occupancy or intensity of use.

18 A change of occupancy, change of intensity of use, or a change in type of restaurant shall require

19 Plan Commission review and approval. A change of business model shall not require Plan

20 Commission review and approval unless the change is deemed significant by the Zoning

21 Administrator. Change of ownership shall not, by itself, require Plan Commission approval unless

22 there is a change of occupancy, change of intensity of use, change of business model or a change

23 in type of restaurant. The regulations in this Section shall be used by the Plan Commission in

24 reviewing an application or an application for occupancy.

25 (7) Existing Restaurants.

26 All formula restaurants with their respective business models in existence as of July 1, 2010, fast

27 food restaurants, drive-in restaurants and take-out restaurants shall be considered

28 “grandfathered non-conforming uses” if they do not meet any of the regulations in this Section.

29

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SECTION 400 - TRAFFIC, LOADING, PARKING AND ACCESS

1 **Sec. 66.0401 Traffic Visibility**

2 No obstructions, such as structures, parking areas, or vegetation, shall be permitted in any district
3 between the heights of two and one-half feet and ten feet above the plane through the median curb
4 grades [See Illustration No. 1] within the triangular space formed by any two existing or proposed
5 intersecting street or alley right-of-way lines and a line joining points on such lines located a minimum
6 of 15 feet from their intersection. [See Illustration No. 2] In the case of arterial streets intersecting with
7 other streets, the corner cut-off distances establishing the vision triangle clearance space shall be
8 increased to 50 feet. [See Illustration No. 2]

9 **Sec. 66.0402 Loading Requirements**

10 On every lot on which a business use is hereafter established, space with access to a public street or
11 alley shall be provided as specified below for the loading and unloading of vehicles off the public right-
12 of-way.

13 (1) Number of loading and unloading spaces required:

14

<i>Gross Floor Area of Building</i>	
<i>In Square Feet</i>	<i>Number of Spaces</i>
Under 5,000	1
5,000-24,999	2
25,000-49,999	3
50,000-99,999	4

- 15
- 16 (a) For each additional 25,000 square feet (or fraction thereof) of gross floor area, one
17 additional loading and unloading space shall be provided.
- 18 (b) Each loading and unloading space shall have access to a public dedicated street or alley.
- 19 (c) The minimum area for each loading and unloading space, excluding the area needed to
20 maneuver, shall be 250 square feet.
- 21 (d) At no time shall any part of a truck or van be allowed to extend into the right-of-way of a
22 public thoroughfare while the truck or van is being loaded or unloaded.

23 **Sec. 66.0403 Parking Requirements**

24 In all districts and in connection with every use, there shall be provided at the time any use is erected,
25 enlarged, extended or increased, off-street parking spaces and lots for all vehicles in accordance with
26 the following:

27 (1) Access.

28 Adequate access to a public street shall be provided for a parking space, and driveways shall be
29 at least ten feet wide for one and two-family dwellings, and a minimum of 24 feet wide at the
30 property line for all other uses. [See Sec. 66.0406 Highway Access, for more detailed restrictions.]

31 (2) Parking space size.

32 The minimum dimensions of each parking space shall be nine feet by 20 feet (9' X 20') except for
33 spaces provided for use by physically disabled persons.

34 (3) Parking spaces for use by physically disabled persons.

35 All open off-street parking areas providing more than 20 parking spaces, except for parking areas
36 restricted to use by employees only, shall provide parking spaces for use by motor vehicles that
37 transport disabled persons in accordance with the requirements of Wis. Stats., §346.503.
38

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1 (4) Parking lot geometrics.

2 The minimum length of parking stalls shall be modified in parking lots based on the aisle width
3 and the angle of parking. Parking stalls shall conform to the following minimum dimensions:
4

<i>Parking Angle</i>	<i>Minimum Stall Width</i>	<i>Minimum Perpendicular Stall Width</i>	<i>Minimum Aisle Width</i>
90°	9 ft.	20 ft.	22 ft.
75°	9 ft.	20 ft.	19 ft.
60°	9 ft.	19 ft. 6 in.	16 ft.
45°	9 ft.	19 ft. 6 in.	13 ft.
30°	9 ft.	66 ft.	10 ft.

5
6 (5) Location.

7 Location of parking spaces is to be on the same lot as the principal use except as provided in Sec.
8 66.0405.

9 NOTE:

10 Residential parking shall be located in a garage or carport or on a
11 driveway that does not exceed 24 feet in width, except for a spur that
12 is a maximum of ten feet by 20 feet or the flare to access a parking
13 area in the side or rear yard.

14 Business parking lots and driveways adjacent to a residential zoning
15 district line shall, at a minimum, provide buffer yards as required by
16 Sec. 66.0303.

17 Business and institutional parking lots and driveways shall be located
18 no closer than 15 feet to a residential zoning district line.

19 (6) Surfacing.

20 (a) Parking Lots and other areas. In all zoning districts other than P-1, R-1, R-3, R-4 and CS-1 all
21 off-street parking lots, driveways, service roads, storage areas and such other areas
22 determined by the Plan Commission shall be surfaced with an asphaltic concrete or
23 Portland cement pavement; to provide a durable and dust-free surface and shall be so
24 graded and drained as to dispose of all surface water in accordance with the requirements
25 of the Municipal Code of the Village. Brick, block or open block or other materials designed
26 to be permeable and designed to carry the load of the vehicles shall be allowed with the
27 approval of the Plan Commission. The required off-street parking lots, driveways, service
28 roads, storage areas and such other areas shall be completely paved prior to the issuance
29 of the occupancy permit for all new buildings and prior to the final inspection of all building
30 additions. However if the new building or building addition is completed during the
31 November to March period, the pavement shall be completed by July 1 of the following
32 year. (Amended Ordinance 154-071409)

33 (b) All driveways serving single-family residences in all zoning districts shall be surfaced with
34 asphaltic concrete or Portland cement pavement from the edge of the pavement to edge
35 of the right-of-way within one year of the issuance of the initial occupancy permit.
36 (Amended Ordinance 154-071409)

37 (c) All Driveway Approaches shall be installed in accord with the provisions of the Municipal
38 Code.
39

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1 (7) Landscape area.

2 All off-street parking lots, which serve four vehicles or more and are created or extended
3 subsequent to the adoption of this chapter, shall provide accessory landscaped areas; which may
4 be landscape islands, landscape peninsulas or peripheral plantings totaling not less than five
5 percent of the surfaced area. For parking lots designed for 20 parking spaces or more, at least
6 one-half of the minimum five percent landscaped area shall be within the parking lot. When
7 parking lots are extended, these regulations shall apply only to the extended portion of the
8 parking lot. Location of landscape areas, plant materials and protection afforded the plantings,
9 including curbing and provision for maintenance shall be subject to approval by the Plan
10 Commission. Landscape islands or peninsulas shall be dispersed throughout the off-street parking
11 area. All plans for such proposed parking areas shall include a topographic survey or grading plan,
12 which shows existing and proposed grades and location of improvements. The preservation of
13 existing trees, shrubs, and other natural vegetation in the parking area may be included in the
14 calculation of the required minimum landscape area. [See Illustrations No. 3 and No. 4]

15 (8) Parking lot screening.

16 Those parking areas for four or more vehicles, if adjoining a residential zoning district line or public
17 right-of-way, shall be screened from casual view by an earth berm, a stonewall, fence, evergreen
18 planting of equivalent visual density or other effective means approved by the Plan Commission.
19 Such fence or berm and landscaping together shall be an average of three feet in height between
20 the parking and the street right-of-way and six feet in height between the parking and any
21 adjacent residential property line. All screening materials shall be placed and maintained at a
22 minimum height of three feet. The Plan Commission may require greater screening requirements
23 for parking of large trucks, semi-trailers and large equipment.

24 (9) Residential parking.

25 Single-family and two-family residential parking shall be limited to parking within garages and
26 upon residential driveways. Paving beyond driveways to cover all or substantial portions of a
27 residential front yard shall be prohibited.

28 (10) Parking space requirements. The following guide specifies the minimum number of parking
29 spaces required. In the case of structures or uses not specified herein, the number of spaces
30 specified as the general standard for the use class or the number of spaces specified for similar
31 use shall apply:

32 (a) In developments involving the establishment or addition of two or more uses on one lot or
33 parcel, the cumulative number of spaces required for each use shall determine the total
34 number of spaces required. *(Amended Ordinance 128-061207)*

35 (b) In the B-1, B-2 and B-3 Districts, the number of parking spaces required by this section shall
36 be reduced by a credit of three spaces. In granting the credit, the Plan Commission will take
37 into account, all of the proposed required parking for all of the businesses or uses on the
38 parcel(s) or building(s) that comprise the development. If a single development, building or
39 parcel contains multiple businesses, the three parking space credit shall only be provided
40 once. The credit shall be applicable to future business additions to existing businesses.
41 *(Amended Ordinance 128-061207)*

42 (c) In the B-3 District, the number of residential parking spaces required by this section shall be
43 reduced by a credit of one space. In granting the credit, the Plan Commission will take into
44 account, all of the proposed required parking for all of the residential uses on the parcel(s)
45 or building(s) that comprise the development. If a single development, building or parcel
46 contains multiple residential units, the one parking space credit shall only be provided once.
47 The credit shall be applicable to future residential unit additions to existing businesses.
48 *(Amended Ordinance 128-061207)*

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- 1 (d) Residential Uses (including garage spaces):
 - 2 1. Single-family dwellings, two spaces per dwelling unit. Properties licensed as a short-
 - 3 term rental in detached single-family dwellings, regardless of the number of bedrooms
 - 4 rented, shall provide a minimum of two, and not more than four conforming parking
 - 5 spaces on the property. Garage stalls which are made available for parking shall count
 - 6 toward the total number of stalls allowed on a property. Additional parking spaces can
 - 7 be authorized upon review by the Plan Commission. Additional parking needed on a
 - 8 temporary basis may be authorized upon the issuance of a Special Event Permit.
 - 9 (*Amended 6/20/23 – Ord. No. 2023-004, and 3/19/24 – Ord. No. 2024-008*)
 - 10 2. Multiple-family dwellings:
 - 11 a. In the R-2 District, one and one-half spaces per efficiency and one-bedroom
 - 12 dwelling unit, two spaces per two-bedroom dwelling unit, and two and one-half
 - 13 spaces per three-bedroom or larger dwelling unit.
 - 14 b. In the B-2 and B-3 districts, one space per bedroom. (*Amended Ordinance 120-*
 - 15 *061306*)
 - 16 3. Condominiums, Residential: One space per one bedroom unit, one and a half space per
 - 17 two-bedroom unit and two spaces per three-bedroom unit.
- 18 (11) Retail sales and customer service uses, and places of entertainment, except as specifically set
19 forth below, one space per 150 square feet of gross floor area of customer sales and service, plus
20 one space per employee for the work shift with the largest number of employees. In the B-3
21 District the requirement shall be one space per 300 square feet of gross floor area of customer
22 sales and service, plus one space per employee for the work shift with the largest number of
23 employees:
 - 24 (a) Financial Institutions, one space for each 150 square feet of gross floor area of customer
 - 25 service, plus one space per employee for the work shift with the largest number of
 - 26 employees. Financial institutions with drive-in facilities shall provide sufficient space for at
 - 27 least four waiting vehicles at each drive-in service device and no queuing spaces shall
 - 28 preclude the use of any parking spaces, nor shall any queuing take place in the public right-
 - 29 of-way.
 - 30 (b) Funeral Homes, one space for each four patrons at maximum capacity, whichever is greater,
 - 31 plus one space per employee for the work shift with the largest number of employees.
 - 32 (c) Grocery Stores, Food Stores or Supermarkets, one space per 150 square feet of gross floor
 - 33 area of customer sales and service area, plus one space per employee for the work shift
 - 34 with the largest number of employees.
 - 35 (d) Convenience Grocery Stores, one space per 150 square feet of gross floor area of customer
 - 36 sales and service, plus one space per employee for the work shift with the largest number
 - 37 of employees. (*Amended Ordinance 120-061306*)
 - 38 (e) Condominiums Hotels, one space per one bedroom unit, one and a half spaces per two
 - 39 bedroom unit and two spaces per three bedroom unit, plus one space per employee for the
 - 40 work shift with the largest number of employees, plus one space per three persons, based
 - 41 on maximum capacity for each public meeting room and/or banquet room.
 - 42 (f) Motels and Hotels, one space per room or suite, plus one space per employee for the work
 - 43 shift with the largest number of employees, plus one space per three persons, based on
 - 44 maximum capacity, for each public meeting room and/or banquet room.
 - 45 (g) Lodges and Clubs, one space per three persons, based on the maximum capacity of the
 - 46 facility, plus one space per employee for the work shift with the largest number of
 - 47 employees.
 - 48 (h) Restaurants – General, one space per 150 square feet of gross dining space or one space
 - 49 per four seats whichever is greater, plus one space per employee for the work shift with
 - 50 the largest number of employees. In the B-2 and B-3, Districts when the general restaurant

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- 1 is an accessory use to the retail use on the property the Plan Commission may waive the
2 non-employee parking upon request. (*Amended Ordinance 172-081010*).
- 3 (i) Restaurants, Fast Food, Drive-in and Take-out, one space per 50 square feet of gross dining
4 area, plus one space per employee for the work shift with the largest number of employees.
5 (*Amended Ordinance 172-081010*)
- 6 (j) Repair Services, one space per 300 square feet of gross floor area, plus one space per
7 employee for the work shift with the largest number of employees.
- 8 (k) Theaters, Auditoriums and Other Places of Public Assembly, one space per three patrons
9 based on the maximum capacity of the facility plus one space per employee for the work
10 shift with the largest number of employees.
- 11 (l) Personal Services, one space per employee for the work shift with the largest number of
12 employees and one and a half space for every chair or customer service location in a
13 barbershop, nail salon, tanning salon, hair salon or beauty parlor. (*Amended Ordinance*
14 *061306*)
- 15 (m) Taverns, Dance Halls, Night Clubs and Lounges, one space per 100 square feet of gross
16 dining area or one space per three seats, whichever is greater, plus one space per employee
17 for the work shift with the largest number of employees.
- 18 (n) Motor Vehicle Sales Establishments, two customer parking spaces per salesperson, plus one
19 space per employee for the work shift with the largest number of employees.
- 20 (o) Motor Vehicle Repair, Maintenance, and Service Stations, four spaces per indoor service
21 bay, plus one space per employee for the work shift with the largest number of employees,
22 plus parking for all vehicles used directly in the conduct of the business.
- 23 (p) Car Washes, one space per employee for the work shift with the largest number of
24 employees. Car washes shall provide sufficient space for at least four waiting vehicles at
25 each washing stall and sufficient space for drying two vehicles after each washing stall so
26 as not to allow any queuing of vehicles to take place in the public right-of-way.
- 27 (q) Animal Hospitals, three patron parking spaces per doctor, plus one space per employee for
28 the work shift with the largest number of employees.
- 29 (r) Plant Nurseries, Lawn and Garden Supply Stores and Lumberyards, one space per 200
30 square feet of gross indoor sales and display area, plus one space per 500 square feet of
31 gross outdoor sales and display area, plus one space per employee for the work shift with
32 the largest number of employees.
- 33 (s) Shopping Centers (Gross Leasable Area of Less Than 50,000 Square Feet), seven spaces per
34 1,000 square feet of gross leasable area plus one space per employee for the work shift
35 with the largest number of employees in the B-1 district only.
- 36 (t) Shopping Centers (Gross Leasable Area of 50,000 Square Feet or More), five and one-half
37 spaces per 1,000 square feet of gross leasable area, plus one space per employee for the
38 work shift with the largest number of employees in the B-1 district only.
- 39 (12) Offices:
- 40 (a) Medical, Dental and Similar Professional Health Service Offices, five patron spaces per
41 doctor, plus one space per employee for the work shift with the largest number of
42 employees.
- 43 (b) Government, Professional and Business Offices, one space per 200 square feet of gross floor
44 area, plus one space per employee for the work shift with the largest number of employees,
45 plus one space for every three meeting room seats.
- 46 (13) Business/Recreational Uses, except as specifically set forth below, one space per four patrons,
47 plus one space per employee for the work shift with the largest number of employees.
- 48 (a) Bowling Alleys, five spaces for each lane, plus one space per employee for the work shift
49 with the largest number of employees.
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- 1 (b) Golf Courses, 90 spaces per nine holes plus one space per employee for the work shift with
2 the largest number of employees.
- 3 (c) Golf Driving Ranges, one space per tee, plus one space per employee for the work shift
4 with the largest number of employees.
- 5 (d) Marinas, one space per five boat berths, plus 15 spaces per boat launching ramp, plus one
6 space per 500 square feet of dry boat storage area, plus one space per employee for the
7 work shift with the largest number of employees. At least 20 percent of the spaces
8 required for boat launching ramps shall be at least nine feet by 35 feet to accommodate
9 cars with boat trailers.
- 10 (e) Miniature Golf Course, one and one-half (1½) spaces per hole, plus one space per
11 employee for the work shift with the largest number of employees.
- 12 (f) Racquetball and Handball Courts, three spaces per court, plus one space per employee for
13 the work shift with the largest number of employees, plus parking for other uses.
- 14 (g) Skating Rinks, Ice or Roller, one space per 200 square feet of gross floor area, plus one
15 space per employee for the work shift with the largest number of employees.
- 16 (h) Tennis Courts, four spaces per court, plus one space per employee for the work shift with
17 the largest number of employees.
- 18 (i) Volleyball Courts, 15 spaces per court, plus one space per employee for the work shift
19 with the largest number of employees.
- 20 (j) Institutional and Related Uses:
- 21 (k) Churches, one space per two seats in the main worship area.
- 22 (l) Libraries, one space per 250 square feet of gross floor area or one space per four seats
23 based on maximum capacity, whichever is greater plus one space per employee for the
24 work shift with the largest number of employees.
- 25 (m) Museums, one space per 250 square feet of gross floor area plus one space per employee
26 for the work shift with the largest number of employees.
- 27 (n) Rooming and Boarding Houses, Bed and Breakfasts, one space per bedroom plus two
28 spaces per owner.
- 29 (o) Convents, Rectories and Monasteries, one space per three residents plus one space per
30 employee for the work shift with the largest number of employees, plus one space per
31 five chapel seats if the public may attend.
- 32 (p) Nursing Homes, one space per five patient beds, plus one-half space per employee for the
33 work shift with the largest number of employees, plus one per living unit.
- 34 (q) Hospitals, two spaces per three patient beds, plus one space per staff doctor, plus one
35 space per employee, excluding doctors, for the work shift with the largest number of
36 employees.
- 37 (r) Children’s Nursery Schools and Day-Care Centers, one space per employee for the work
38 shift with the largest number of employees, and one space for every seven students
39 allowed under the State license.
- 40 (s) Light Assembly and Light Manufacturing Uses, one space per employee for the work shift
41 with the largest number of employees plus one.

Sec. 66.0404 Adjustments to Required Parking

44 The purpose of this section is to allow adjustments to the minimum number of parking spaces required
45 to avoid constructing unneeded and excessive off-street parking facilities. Reducing the amount of
46 excess off-street parking facilities is intended to provide for more cost-efficient site development, to
47 eliminate constructing more impervious surface than necessary, to minimize storm water runoff, to
48 avoid construction of unnecessarily large storm water management facilities, and to provide more
49 landscape areas and open space on business sites. To achieve these purposes, the Plan Commission

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1 may reduce the minimum number of required off-street parking spaces in specific cases as described
2 in this section.

3 (1) Adjustments.

4 In the R-2, B-1, B-2, B-3, P-1 and I-1 Districts, the minimum number of required parking spaces
5 may be adjusted by the Plan Commission on a case-by-case basis. The petitioner for such an
6 adjustment shall show to the satisfaction of the Plan Commission that adequate parking will be
7 provided for customers, clients, visitors and employees. The following provisions and factors shall
8 be used as a basis to adjust parking requirements: *(Amended Ordinance 120-061306)*

9 (a) Evidence that actual parking demands will be less than chapter requirements.

10 The petitioner shall submit written documentation and data to the satisfaction of the Plan
11 Commission that the operation will require less parking than the chapter requires.
12 *(Amended Ordinance 120-061306)*

13 (b) Availability of shared parking. The petitioner shall submit written documentation to the
14 satisfaction of the Plan Commission that off-site shared parking spaces are available within
15 400 feet of the lot line and within the same block to satisfy the parking demand. When a
16 reduction of parking spaces attributable to shared parking is requested, the petitioner shall
17 submit written verification that such parking is available and shall include copies of any
18 contracts, joint lease agreements, purchase agreements and other such documentation to
19 show that such shared parking can be accomplished. All such agreements shall be recorded
20 with the Door County Register of Deeds, at the applicant's expense, and a copy of the
21 recorded agreement shall be filed with the Village Clerk. The off-site shared parking spaces
22 shall be clearly posted for the joint use of employees, and/or tenants, or customers of each
23 respective use sharing those spaces. *(Amended Ordinance 120-061306)*

24 (c) Use of optional modes of transportation. Upon demonstration to the Plan Commission that
25 effective alternative transportation to the automobile will occur within 12 months following
26 the issuance of the Certificate of Compliance, the Plan Commission may reduce parking
27 requirements. Optional modes of transportation may include, but are not limited to, bus
28 transit, vanpool operations, car pool/ride sharing, moped, scooters and bicycles. *(Amended*
29 *Ordinance 120-061306)*

30 (2) Fee In Lieu of Creating Parking Spaces.

31 A developer who chooses to not construct the required parking spaces on the parcel may be
32 allowed to pay to the Village a one-time fee into a fund established by the Village to construct
33 and maintain common transition parking spaces. A developer who cannot construct the required
34 spaces on the parcel shall as a condition of approval pay to the Village a one-time fee into a fund
35 established by the Village to construct and maintain common transition parking spaces. The
36 payment of the fee to the Village in either instance shall absolve the developer from constructing
37 the required number of spaces on their property. The fee shall be established annually by the
38 Village Board of Trustees and reflect the cost of constructing and maintaining public parking lots.
39 *(Amended Ordinance 120-061306)*

40 (3) Large vehicles.

41 All businesses that cater to customers, who drive vehicles larger than what can be accommodated
42 in a 9' X 20' parking space, shall provide the appropriate number of parking spaces and access
43 aisles to accommodate those vehicles. *(Amended Ordinance 120-061306)*

44 (4) Space to be set aside for reduced parking.

45 The site plan for the business use in the R-2, B-1, P-1 and I-1 Districts shall be designed to provide
46 sufficient open space on the subject site to accommodate the additional parking spaces otherwise
47 required by this chapter. Such open space shall be in addition to required yards, setbacks,
48 driveways, private streets, loading and service areas. Sufficient open space shall be provided

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1 which, if converted to parking spaces, would provide off-street parking to meet the full
2 requirements of this chapter at the time of application. *(Amended - Ordinance 120-061306)*

3 (5) Changes in occupancy or use.

4 When the use of a building, structure, or land is changed to another use or occupancy that
5 requires more parking spaces than required for the use existing immediately prior to such change,
6 additional parking spaces shall be constructed for the new use or occupancy in the amount
7 necessary to conform to this chapter prior to the issuance of a Certificate of Occupancy for the
8 new use. *(Amended Ordinance 120-061306)*

9 (6) Changes in intensity of use.

10 When the intensity of use of a building, structure or land is increased by an addition of employees,
11 gross floor area, seating capacity, or other unit of measurement, additional parking spaces shall
12 be constructed for such additions in the amount necessary to conform to this chapter. [See Sec.
13 66.1532(2).] *(Amended Ordinance 120-061306)*

14 (7) Plan Commission review and verification.

15 The Plan Commission shall review the adequacy of parking where an adjustment to parking
16 requirements has been granted within one year following such parking modification grant and
17 periodically thereafter to determine that the conditions justifying the parking requirement still
18 exist. If the parking is found to be in-adequate, the Plan Commission shall order the use of the
19 property to comply with the parking requirements set forth in Sec. 66.0403. *(Amended Ordinance*
20 *120-061306)*

21 (8) B-3 District Exemption.

22 The exemption from certain parking requirements granted by this section shall automatically
23 expire 48 months from the date of the adoption of the enabling ordinance. The parking exemption
24 and related requirements shall only apply to the B-3 District. *(Amended Ordinance 201-091112)*

25 (a) Subject to the requirements of site and zoning approval all proposed new uses, new
26 buildings, expansions of existing buildings, expanded uses, changes in intensity of use or
27 changes in occupancy shall be evaluated for the required number of customer and
28 employee parking spaces.

29 (b) A calculation would be done to determine the amount of parking required to achieve
30 compliance with the open space and related requirements.

31 (c) The business shall be given the option of installing the required parking or leaving the
32 equivalent area as landscaped open space except for:

- 33 1. All required parking for residential dwelling units or motel/hotel spaces must be
34 constructed.
- 35 2. All required parking spaces for more than four employees must be constructed.
- 36 3. All required parking in excess of forty (40) spaces must be constructed.

37 (d) Other credits and adjustments related to parking spaces provided for in the Code would
38 also apply.

39 (9) B-2 District Exemption.

40 If a development project includes contiguous parcels zoned both B-3 and B-2 the exemption from
41 certain parking requirements granted by sub-section (8) shall apply to that portion of the project
42 in the B-2 district in the same manner. *(Amended Ordinance 157-120809)*

43 **Sec. 66.0405 Parking of Vehicles in Residential Districts**

44 (1) General restrictions.

45 No car, truck, construction equipment or commercial truck shall be parked regularly upon a
46 driveway or front yard in any residential zoning district except as provided herein. Properties
47 currently zoned residential and still used for agricultural purposes shall be exempt from the
48 provisions of this section.

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- 1 (a) Vehicles that do not exceed 12,000 lb. manufacturer’s gross vehicle weight may be parked
- 2 on a driveway. Parking on lots that are used as a one or two-family residence shall be
- 3 limited to parking within garages, carports and upon residential driveways consisting of
- 4 crushed stone, asphalt, concrete, brick or other similar hard surface material.
- 5 (b) Additional vehicles may be parked or stored on the lot within a fully enclosed building.
- 6 (c) Vehicles shall be located outside of all ultimate right-of-ways, vision clearance triangles and
- 7 drainage and utility easement areas.
- 8 1. A semi-tractor or vehicles over 12,000 lb. manufacturer’s gross vehicle weight may
- 9 be parked in a residential district if it is parked on the owner’s developed property
- 10 and the property is located along and having access to a Class A highway. Vehicles
- 11 over 12,000 lb. manufacturer’s gross vehicle weight which were parked prior to the
- 12 adoption of this chapter or prior to the change in the class designation of the highway
- 13 on property fronting a road that had been changed from a Class A Highway to a Class
- 14 B Highway or is changed in the future from a Class A Highway to a Class B Highway,
- 15 may be parked on the owner’s property, subject to the regulations in this section.

16 (2) Boat and trailer parking.

17 No boat, boat trailer, mobile home, motor home, motor coaches, truck campers, camping trailers,

18 travel trailers, fifth-wheel trailers, large utility trailers, race cars and their trailers, sport aircraft

19 and their trailer, canoes or kayaks and their trailers, all-terrain vehicles and their trailers, tent

20 campers, folding campers, snow mobiles and their trailers, cases or bos used to transport

21 recreational vehicles or their equipment, yard maintenance equipment and similar equipment or

22 vehicles shall be parked or stored outside on a residentially zoned lot for more than 24 hours,

23 except as provided herein:

- 24 (a) They shall be located in the rear or side yard and not closer than ten feet to a side or rear
- 25 lot line.
- 26 (b) Front yard location shall only be allowed on a driveway or turnaround, parked as close to
- 27 the home as possible except for the following which are prohibited in the front yard past
- 28 the 24-hour limit: mobile homes, motor homes, motor coaches, truck campers and large
- 29 utility trailers.
- 30 (c) They shall be located outside of all ultimate right-of-ways, vision clearance triangles and
- 31 drainage and utility easement areas.
- 32 (d) The recreational vehicle shall be maintained in operable condition.
- 33 (e) Recreational vehicles that require registration shall be properly registered.
- 34 (f) No recreational vehicles or equipment shall be stored in any open space outside a building
- 35 unless such equipment is owned by the property owner or children of the property owner
- 36 or resident at the property in question. If the property is rented, such storage shall be
- 37 permitted for the tenant only if such equipment is owned by the tenant. All equipment shall
- 38 be parked or stored as inconspicuously as possible on the property. The area around the
- 39 equipment or vehicle must be kept weed-free and free of accumulation of other stored
- 40 material.

41 (3) Recreation vehicle parking.

42 One major recreational vehicle may be stored outside in the rear or side yard of an occupied

43 residential or agricultural lot of 20,000 square feet or more provided it shall not exceed 8.5 feet

44 in width, 13 feet in height and 32 feet in overall length.

45 (4) Living in trailers.

46 Except within an approved campground or mobile home park, no recreational vehicle shall be

47 used for the purpose of permanent habitation, living or housekeeping purposes in the Village.

48 Permanent habitation is defined as living in one place for more than ten consecutive days.

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1 (5) Private parking restrictions.

2 This chapter is not intended to allow parking and storage of recreational vehicles or equipment
3 where they may be otherwise prohibited by deed restriction, covenant, prior orders, developer’s
4 agreement, or otherwise limited to topography or environmental restrictions.

5 (6) Semi-trailer parking.

6 No semi-trailers or tractors are allowed to be parked in any residential zoning district.

7 **Sec. 66.0406 Highway Access**

8 No direct private access (driveway) shall be permitted to the existing or proposed rights-of-way of any
9 controlled access arterial street without permission of the Plan Commission and the highway agency
10 that has access control jurisdiction. In addition, direct public or private access (driveway) to streets and
11 highways shall be permitted in accordance with the following:

12 (1) Driveways on arterial streets.

13 Driveways on arterial streets shall be located a minimum of 100 feet from a street intersection
14 unless the lot width is less than 100 feet, in which case the Plan Commission shall determine the
15 driveway location. The setback shall be measured from the intersection of the right-of-way on
16 the two streets.

17 (2) Driveways on collector or local streets.

18 Driveways on collector or local streets shall be located a minimum of 50 feet from a street
19 intersection. The setback shall be measured from the intersection of the right-of-way on the two
20 streets.

21 (3) Driveways on corner lots .

22 Driveways on corner lots shall be located on the less traveled street based on the local, collector
23 or arterial designation of the streets. (*Amended Ordinance 202-091112*)

24 (4) Driveway widths.

25 Driveways shall not exceed 24 feet in width on residential lots and 35 feet in width on business
26 lots. Driveways on thru lots shall be no less than 15 feet if they are one way and not exceed 24
27 feet if they are two way. (*Amended Ordinance 202-091112*)

28 (5) Driveway locations. (*Amended Ordinance 202-091112*)

29 (a) Driveways for R-1, R-3, R-4 and CS-1 parcels must be at least ten feet away from the side
30 lot line. Vehicle parking on those parcels must be at least ten feet away from the side lot
31 line.

32 (b) Driveways for all other zoned parcels must be at least five feet away from the side lot line.
33 Parking on those parcels is not allowed within the area defined as the side, rear or front
34 yard area on the lot, except as specifically authorized.

35 (6) Number of driveways allowed.

36 Lots in the R-1, R-3, R-4, B-2 and B-3 Districts shall be limited to one driveway unless a second one
37 is approved by the Plan Commission. Lots in all other districts shall be limited to two driveways.
38 For short-term rentals with a non-conforming number of driveways, the non-conforming number
39 of driveways shall be brought into compliance before the property can be licensed as a short-
40 term rental. (*Amended 6/20/23 – Ord. No. 2023-004*) For purposes of this section, ‘compliance’
41 shall be deemed removal of all hard surfaces, gravel and other fill from the roadbed to the right-
42 of-way, or front lot line if fronting on a private street. If a property owner wishes to retain the
43 remainder of the driveway, all hard surfaces, fill and gravel shall be removed within five feet of
44 the right-of-way or front lot line five feet farther into the property, and within that five feet, three
45 trees, at least four feet in height, shall be planted, evenly spaced apart, between the right-of-way
46 or front lot line and terminus of the remaining driveway. The trees shall be maintained to ensure
47 survival. Any area disturbed shall be restored to a natural or manicured state to match the
48 adjoining landscape. (*Futher amended 3/19/24 – Ord. No. 2024-009.*)

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1 (7) Access barriers.
2 Access barriers, such as curbing, fencing, ditching, landscaping or other topographic barriers, shall
3 be placed to prevent unauthorized vehicular ingress or egress along the segments of street
4 frontage corresponding to the minimum distances from street intersections as specified above in
5 (1), (2) and (3).

6 (8) Temporary access.
7 Temporary access to the above rights-of-way may be granted by the Zoning Administrator and
8 Village Engineer after review and recommendation by the other highway agencies having
9 jurisdiction. Such access permit shall be temporary, revocable, and subject to any conditions
10 required.

11 (9) Shared driveways.
12 Unless approved by the Plan Commission, there shall be no shared driveways, and, shared
13 driveways in existence as of the date of this Chapter shall not be used to serve a property licensed
14 as a short-term rental unless all parties with an interest in the shared driveway agree the driveway
15 can be used for such purposes. *(Amended 6/20/23 – Ord. No. 2023-004)*

16 **Sec. 66.0407 Other Parking Restrictions**

17 (1) Vehicle and implements.
18 No visible unlicensed vehicle or unserviceable implements or equipment is permitted within the
19 Village limits.

20 (2) Business districts.
21 In the B-1, B-2, B-3, P-1 and I-1 Districts no part of the front yard and side yards shall be used for
22 the temporary or permanent storage of boats, vehicles, equipment or materials, except for the
23 parking of licensed motor vehicles in permitted parking lots. *(Amended Ordinance 202-09111)*

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SECTION 500 - ACCESSORY USES, HOME OCCUPATIONS, FENCES, AND ANTENNAS

Sec. 66.0501 Accessory Uses and Structures

Accessory uses and structures are those that are usually and customarily incidental to the principal use that is located on the same property as the accessory use or structure. Accessory uses shall be permitted in any district as may be specified in the appropriate district regulations or herein.

(1) General Regulations.

Accessory structures shall be subject to the following regulations:

- (a) Permit required. Accessory structures shall require a regular zoning permit except: minor structures such as birdhouses, yard light poles, birdbaths, doghouses (housing dogs which are licensed as the personal pets of the residents of the property), tree houses, noncommercial fuel storage tanks and pumps, clothesline poles, lawn ornaments, flag poles, mailboxes, garbage containers, ice fishing shanties, school bus waiting shelters, and farm livestock hutsches. Accessory buildings greater than 120 square feet in area shall also require the issuance of a building permit.
- (b) Living quarters prohibited. Accessory structures shall not contain living quarters.
- (c) Accessory structures shall be located on the same lot as the principal use to which it is accessory.
- (d) An accessory structure shall not be permitted until its associated principal structure is present or under construction, except that one accessory building may be permitted prior to the erection of a principal structure only in the CS-1, R-1, R-3 and R-4 Districts. (*Amended Ordinance 117-041806*).
- (e) No pole or block buildings with smooth faced block or standing rib metal siding will be permitted in any district.
- (f) Design guidelines. All accessory structures except on residential parcels shall comply with the architectural standards, as provided in Sec. 66.1055.
- (g) The installation of sanitary sewer service and water service to an accessory building shall be permitted for a toilet and sink(s), upon the issuance of a zoning permit, subject to the following requirements: (*Amended Ordinance 144-081208*)
 1. The installation shall be subject to building code permitting and inspection under Chapter 14 of the Village's Building Code.
 2. The installation shall be subject to the standards, policies, fees and charges contained in Chapter 62 - Utilities.
 3. The accessory building shall not contain living quarters.
 4. The violation of the provisions of this subsection shall:
 - a. Result in imposition of the fee or forfeiture that is delineated in the most recently adopted version of the Fee Schedule for the Village, retroactive to the date the living quarters were found to have been created in the building;
 - b. The removal of the water and sanitary sewer service from the building; and
 - c. The removal of the living quarters found in the building;
 - d. In addition, if they were not paid at the time the installation occurred, all fees and penalties associated with impact fees, zoning permits, building permits and other applicable fees will also be required.
 5. If the violation of this subsection does not involve living quarters then the following shall apply:
 - a. The imposition of the fine that is delineated in the most recently adopted version of the Fee Schedule for the Village, retroactive to the date the improperly installed installation was found to have been created in the building, and,

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- b. Inspection of the installation under the then current building code.
- c. In addition, if they were not paid at the time the installation occurred, imposition of all fees and penalties associated with impact fees, zoning permits, building permits and other applicable fees will also be required.

(2) Setback requirements.

- (a) All accessory structures except the minor structures mentioned in subsection (1)(a) shall comply with all setback and yard requirements for accessory structures. *(Amended Ordinance 207-100912)*
- (b) If the Plan Commission establishes a large project setback as specified in Sec. 66.0307(4) that setback shall also apply to all accessory buildings. *(Amended Ordinance 207-100912)*
- (c) All accessory buildings for all zoning districts, shall comply with the following setback requirements. *(Entire sub-section was amended as the result of the passing and adoption of Ordinance 146-110408) (Further Amendments - Ordinance 207-100912)*
 - 1. Setback from easements.
 - a. No accessory building shall be placed over an easement that prohibits such placement. No accessory building shall encroach into the public right-of-way. No accessory building shall encroach upon the street yard of a corner lot.
 - 2. Setback from principal buildings.
 - a. An accessory building of 120 square feet or less may be erected, altered or moved to a location that is not less than five (5) feet from the nearest wall of a principal building; if it is constructed with a one-hour fire rating per ILHR 21.08. Without the one-hour fire rating, the minimum separation shall be ten (10) feet.
 - b. An accessory building over 120 square feet may be erected, altered or moved to a location within ten (10) feet of the nearest wall of the principal building.
 - 3. Side yard setback.
 - a. See district requirement for primary structures. *(Amended Ordinance 207-100912)*
 - 4. Rear yard setback.
 - a. See district requirement for primary structures. *(Amended Ordinance 207-100912)*
 - 5. Front yard setback.
 - a. No accessory building shall be placed in a front yard setback area, except as part of a Conditional Use Permit issued by the Plan Commission *(Amended 111715)*
 - b. Existing single-family homes as of July 1, 2008, in the R-1 District located within one hundred (100) feet of the ordinary high water mark may be permitted to have one accessory building located in the front yard area setback area. The accessory building may not be located any closer than forty (40) feet from the edge of the pavement and fifteen (15) feet from the side lot line. Any modifications to non-conforming accessory buildings subject to this exemption shall comply with Sec. 66.0903. If an existing home is demolished and rebuilt then Sec. 66.0501(2)(c)5.a shall apply.

(3) Structures not buildings.

The following accessory structures that are not buildings shall be constructed on a property as follows:

- (a) Patios, constructed at or below yard grade, may be installed in the rear or side yard adjacent to a principal structure without the issuance of a zoning permit; and shall not be located closer than five feet to a lot line.
 - 1. Decks located adjacent to or attached to a principal structure shall not be closer to the lot line than the required front, side and rear setbacks for principal structures for the district in which they are located. Freestanding decks surrounding private swimming pools shall be located at least ten feet from the principal structure and shall be located

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- 1 at least ten feet from a side or rear lot line. All decks shall require the issuance of a zoning
2 permit.
- 3 2. Air conditioning condensers may be located adjacent to a principal structure in the rear
4 yard and side yard, without the issuance of a zoning permit; provided, that all condensers
5 shall be located at least five feet from a side or rear lot line. Air conditioning condensers
6 shall not be located in the front yard.
- 7 3. Propane tanks may be located adjacent to a principal structure in the rear yard and side
8 yard, provided, that all tanks shall be located at least five feet from a side or rear lot line.
9 Propane tanks shall not be located in the front yard. Propane tanks shall be buried unless
10 blasting in rock is required in which case the tank shall be screened. *(Amended 134-*
11 *121107)*
- 12 4. Private swimming pools are permitted as accessory uses in the rear yard in any district;
13 except the W-1 District; however the swimming pool shall be located at least 20 feet from
14 any side or rear lot line, and be installed in accordance with the Village building,
15 plumbing, and electrical codes, including the issuance of all required permits including a
16 zoning permit.
- 17 5. Private tennis courts are permitted as accessory uses in the rear yard in any district;
18 except the W-1 District. A zoning permit is required for all tennis courts and:
19 a. All tennis courts shall be surrounded by a fence not less than ten feet in height.
20 b. No lighting installed around a tennis court shall project onto adjacent properties;
21 and,
22 c. No private tennis court shall be located closer than ten feet to a lot line.
- 23 6. Firewood shall not be stored in the front yard.
- 24 7. Flagpoles are permitted as accessory uses in all yards of any zoning district.
- 25 (4) Floor area requirements. *(Amended Ordinance 207-100912)*
26 The permitted area of an accessory buildings listed below is also subject to the respective zoning
27 district open space requirements.
- 28 (a) The combined maximum building footprint of accessory buildings on R-1 and R-4 residential
29 lots shall not exceed the area of the building footprint of the principal building.
- 30 (b) The combined maximum building footprint of accessory buildings on R-3 and CS-1 lots shall
31 not exceed 3,000 square feet without Plan Commission permit approval.
- 32 (c) The combined maximum building footprint of accessory buildings on R-2, B-1, B-2, B-3, I-1 and
33 P-1 lots shall not exceed the total footprint of the principal building(s) without Plan
34 Commission permit approval.
- 35 (d) Buildings accessory to general agricultural uses on farms or orchards shall not be restricted in
36 floor area.
- 37 (e) For golf courses consisting of at least 9 holes and having 2,500 playable yards, the total floor
38 area of all accessory buildings on the lot shall not exceed 3,000 square feet.
- 39 (5) Height, Architectural and Site Plan Requirements. *(Amended Ordinance 207-100912)*
40 (a) The maximum height of an accessory building shall not exceed the height of the principal
41 building to which it is accessory, without Plan Commission permit approval, up to a maximum
42 height of 35 feet.
- 43 (b) Accessory buildings on R-2, B-1, B-2, B-3, I-1 and P-1 lots shall conform to the established
44 architectural appearance, which exists for the primary structure(s).
- 45 (c) Accessory buildings on R-2, B-1, B-2, B-3, I-1 and P-1 lots, which do not appear on an approved
46 site plan, in excess of 120 square feet, require an amendment to the approved site plan by the
47 Plan Commission, before a Zoning Permit can be issued.

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1 (6) Home occupations.

2 (a) Home occupations are permitted accessory uses in any residential district and shall be
3 approved by the Plan Commission. Home occupations and professional home offices shall be
4 permitted when incidental to the principal residential use, are situated upon the same
5 premise (inside and/or outside) and are carried on by the residential occupant, subject to the
6 following conditions, provided that the primary use of the structure is a dwelling unit.

7 (b) The following standards shall be complied with in full at all times:

- 8 1. No more than one full time equivalent person who is not a resident of the dwelling unit
9 shall be engaged or employed in the home occupation on the premises.
- 10 2. No mechanical equipment shall be utilized except that which is necessarily, customarily,
11 or ordinarily used for household or leisure purposes.
- 12 3. No toxic, explosive, flammable, combustible, corrosive, etiologic, radioactive, or other
13 restricted materials shall be used or stored on the site except those, which are
14 necessarily, customarily, or ordinarily used for household or leisure purposes.
- 15 4. There shall be no outside operations, storage, or display of materials or products.
- 16 5. The home occupation shall not occupy more than 20% of the square footage of the
17 primary residence. The 20% can be utilized inside and/or outside. The space, either inside
18 or outside, cannot exceed 20% of the square footage of the primary residence. No
19 alteration of the residential appearance of the premises shall occur, including the
20 creation of a separate entrance for the home occupation.
- 21 6. No process shall be used which is hazardous to public health, safety, or welfare or would
22 create a nuisance or be otherwise incompatible to the surrounding residential area; nor
23 the removal of sand, gravel, stone, topsoil or peat moss for commercial purposes.
- 24 7. The home occupation shall not displace or impede use of required parking spaces,
25 including any business storage in required garage parking areas.
- 26 8. All signage shall comply with Sec. 66.0730(3).
- 27 9. Any off-street parking area provided shall be maintained reasonably dustless and
28 adequately screened from adjoining residential properties. One off-street parking space
29 shall be provided per 150 square feet of floor area used for the household occupation.
- 30 10. The home occupation shall not include the conduct of any retail or wholesale business
31 on the premises, except for the sale of products produced by the home occupation.

32 (c) The following uses are examples of permitted home occupations:

- 33 1. Architectural services.
- 34 2. Art restoration.
- 35 3. Art studios.
- 36 4. Babysitting.
- 37 5. Cake decorating.
- 38 6. Consulting services.
- 39 7. Contracting, except carpentry, masonry services, electrical services, plumbing, and
40 painting;
- 41 8. Data processing.
- 42 9. Direct sales representative.
- 43 10. Drafting and graphic services.
- 44 11. Dressmaking, sewing, tailoring, contract sewing (no more than one type of any machine).
- 45 12. Engineering services.
- 46 13. Financial planning and investment services.
- 47 14. Flower arranging.
- 48 15. Gardening and grass cutting.
- 49 16. Home crafts (including ceramics with a kiln up to six cubic feet).

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- 1 17. House cleaning services.
- 2 18. Interior design.
- 3 19. Jeweler and jewelry making.
- 4 20. Laundry and ironing services.
- 5 21. Locksmith.
- 6 22. Millinery.
- 7 23. Private educational, musical or artistic lessons.
- 8 24. Professional home offices.
- 9 25. Sales representative (office only).
- 10 26. Tutoring.
- 11 27. Typing and word processing services.
- 12 28. Wallpapering.
- 13 29. Watch repair;
- 14 30. Writing and computer programming.
- 15 31. Home occupations shall not be considered a non-conforming use should the regulations
16 of this chapter be revised or amended.

- 17 (7) Rummage Sales.
- 18 Rummage sales shall not exceed three days in length nor occur more than six times per year, and may
19 be conducted in any residential, institutional or the B-2 District.

20 **Sec. 66.0502 Fences**

21 Fences are a permitted accessory use in any district and may be erected provided, that fences comply with
22 the following requirements:

- 23 (1) Fencing in general.
- 24 All fencing shall be placed on the property or properties being screened and shall not project into a
25 public right-of-way, shall not obstruct the vision clearance triangle, and shall not extend over side or
26 rear property lines. Planted fences shall be located away from the property line in locations where
27 natural growth will not extend beyond the property lines, or the plantings shall be maintained at these
28 lines.
- 29 (2) Fencing locations.
- 30 Fences are permitted up to the lot line in the side and rear yards of all districts. Fences along the side
31 and rear lot lines shall not exceed a height of six feet and shall not extend into the street yard. Fences
32 paralleling any street shall not exceed four feet in height, except they may be constructed to a
33 maximum height of six feet if they are constructed within the building envelope, excluding the front
34 yard.
- 35 (3) Fence permits.
- 36 No fence, except an ornamental fence, snow fence or fence constructed by utilities, shall be
37 constructed in the Village without first obtaining a zoning permit from the Zoning Administrator.
- 38 (4) Front yard and street yard fences.
- 39 No fence requiring a permit shall be constructed beyond the front of any building or in the street yard,
40 except an ornamental fence; or where aesthetic considerations may require a fence or wall to screen
41 a parking lot; or to screen the impact of a State highway; or other unattractive area, or to generally
42 improve the aesthetics of a development. Such fence or wall may be erected by approval of the Plan
43 Commission, which approval may include design or other architectural requirements.
- 44 (5) Signs on fences.
- 45 Signs on fences shall be permitted according to the provisions of Sec. 66.0700 through Sec. 66.0791.
- 46 (6) Fencing orientation.
- 47 Fencing shall be constructed with the finished or decorative side facing the adjacent or abutting
48 property owner or public street. Fence posts shall be on the side of the fence facing the permit
49 applicant's property.

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SEC. 66.0502 - FENCES

SEC. 66.0503 – ANTENNAS

- 1 (7) Fencing materials.
2 All fences shall be constructed in such a manner and of such materials and colors so as not to adversely
3 affect the value of adjoining property or property in the immediate neighborhood. All fences shall be
4 maintained in good and aesthetic condition so as not to adversely affect the value of adjoining
5 property or property in the immediate neighborhood. Chain link fences are not allowed in residential
6 districts. No fence may be constructed or maintained in such a manner, which is detrimental to human
7 life or safety or causes a traffic hazard.
- 8 (8) Electric fences.
9 Electric fences are permitted in the CS-1 District only. Electric fences are permitted adjacent to the lot
10 line and shall not exceed four feet in height in the street yard or six feet in height in the side and rear
11 yard. Underground electric fences are allowed in all districts.
- 12 (9) Security fences.
13 Security fences are permitted, upon the issuance of a zoning permit, adjacent to the property lines in
14 all districts except residential districts, and shall not exceed ten feet in height. The Plan Commission
15 shall determine, before the issuance of a zoning permit, on a case-by-case basis the opacity of security
16 fences, based upon consideration of the need to screen materials and upon safety considerations.
17 Security fences shall comply with the traffic visibility requirements set forth in Section 66.0401.
- 18 (10) Snow fences.
19 Snow fences are permitted without a permit provided that such snow fence shall not be installed prior
20 to November 1 and shall be removed no later than April 1 of the following year.
- 21 (11) Corner lot fences.
22 All fences on corner lots shall comply with the other requirements of this section; however, the
23 location of corner lot fences shall be allowed at the discretion of the Zoning Administrator, in
24 conformity with reasonable interpretation of this chapter or at variance therefrom after considering
25 the location and layout of the residence, garage, driveways and/or other buildings on the lot; general
26 architecture and location of buildings on the subject lot as well as on surrounding properties; visibility
27 to nearby pedestrian and vehicular traffic; and such other additional considerations as may be peculiar
28 to the subject property and general area. Any person aggrieved by a decision of the Zoning
29 Administrator may appeal for reconsideration by the Plan Commission, which is hereby empowered
30 to hear such appeals. The appeals process shall follow the same process as set out for appeals to the
31 Board of Appeals under Sec. 66.1601, however, publication of notice and appeal fees shall be
32 discretionary with the Plan Commission.

Sec. 66.0503 Antennas

- 34 (1) Antennas, including earth station dish antennas, are permitted as accessory uses. Terrestrial antennas
35 may be located in the rear yard or on the roof of the principal structure in all residential districts. Earth
36 station dish antennas may be located in the rear yard in any residential district. Terrestrial antennas
37 and earth station dish antennas may be located in the side or rear yard or on the roof of the principal
38 structure in all agricultural, business, institutional or park districts. In addition:
- 39 (a) All antennas, including earth station dish antennas, shall be manufactured and installed in
40 compliance with Federal Communications Commission (FCC) and Federal Aviation
41 Administration (FAA) regulations and applicable Village building and electrical codes.
- 42 (b) Not more than one terrestrial and one earth station dish antenna per dwelling unit shall be
43 permitted on a lot or parcel in a residential zoning district.
- 44 (c) Earth station dish antennas shall be located and designed to reduce their visual impact on
45 surrounding properties.
- 46 (d) No form of advertising or identification may be displayed on the dish or framework of an earth
47 station dish other than the customary manufacturer's identification plates.

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- 1 (e) Portable or trailer-mounted antennas are not permitted; with the exception of temporary
2 installation for on-site testing and demonstration purposes for a period not to exceed two days
3 at any one location.
- 4 (f) Communication structures, such as radio and television transmission and relay towers, aerials,
5 and radio and television receiving and transmitting antennas, not including ground and
6 building-mounted earth station dish antennas, shall not exceed a height of three times their
7 distance from the nearest lot line. Ground-mounted earth station dish antennas shall not
8 exceed a height of 15 feet. Building-mounted earth station dish antennas shall not exceed the
9 maximum height regulation of the district in which they are located.

10 Sec. 66.0504 Wireless Telecommunication Sites

11 (1) Purpose:

12 The purpose of this Section is to provide the Village with a process for managing, and uniform
13 standards for acting upon, requests for the placement of wireless telecommunications facilities
14 within the right-of-way and on public and private property that are consistent with the Village’s
15 obligation to promote the public health, safety, and welfare; to manage the right-of-way; to
16 minimize visual pollution; reduce the potential for unwarranted avian deaths; and to ensure that
17 the public’s use is not obstructed or disrupted by the use of the right-of-way for the placement of
18 telecommunications facilities. Furthermore, the purpose is to ensure that towers comply with
19 applicable federal and state laws regarding the placement of wireless telecommunications facilities
20 in the right-of-way and on public and private property including, without limitation, the
21 Telecommunications Act of 1996 (Title 47 of the United States Code Sec. 151 and following), Section
22 6409(a) of the Middle-Class Tax Relief and Job Creation Act of 2012, and Wis. Stats., §182.017 as
23 well as Wis. Stats., §196.58.

24 (2) Scope:

25 (a) Applicability. Unless exempted by (2)(b) below, every person who wishes to place a wireless
26 telecommunications facility in the right-of-way, on public or private property, or modify an
27 existing wireless telecommunications facility in the right-of-way, or on public or private
28 property, must obtain a wireless permit in accord with this section of the Zoning Code. Such
29 facility shall be regulated either as a Permitted Use, per subsection (2)(c) below, or a
30 Conditional Use, per (2)(d) below.

31 (b) Exempt Facilities. The following shall be exempt from this section of the Zoning Code:

- 32 1. Installation of a small wireless facility on the strand between two utility poles, provided
33 that the cumulative volume of all wireless facilities on the strand shall not exceed 1 cubic
34 foot, and provided that the installation does not require replacement of the strand, or
35 excavation, modification, or replacement of either of the utility poles.
- 36 2. Installation of a mobile cell facility (commonly (referred to as a “cell on wheels” (C.O.W.),
37 or a “cell on truck”), for a temporary period in connection with a local, state or federal
38 emergency or event, but no longer than required for the emergency or event, or, a village
39 or Sister Bay Advancement Association festival or event, provided that installation does
40 not involve excavation, movement, or removal of existing facilities. If the placement of
41 the mobile cell facility exceeds thirty (30) days, the matter must be added to the next
42 regular meeting of the Plan Commission for review and a schedule developed for the
43 removal of the facility.
- 44 3. Placement or modification of a wireless telecommunications facility on structures owned
45 by or under the control of the Village. [See (12) of this Section.]
- 46 4. Placement or modification of a wireless telecommunications facility by Village staff or any
47 person performing work under contract with the Village.

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1 5. Modification of an existing wireless telecommunications facility that makes no material
2 change to the footprint of a facility or to the surface or subsurface of a public street if the
3 activity does not disrupt or impede traffic in the traveled portion of a street, and if the
4 work does not change the visual or audible characteristics of the wireless
5 telecommunications facility.

6 (c) No Public Hearing Required. The following uses which, generally pose minimum adverse visual
7 effect, shall require review by the Plan Commission but no public hearing shall be required
8 Such permitted uses must obtain a zoning permit, and are subject to the submittal
9 requirements established in Sec. 66.1530. The Plan Commission may require site
10 improvements to protect public health, safety, viewsheds and neighborhood character.

11 1. Wireless telecommunications sites where the antenna is mounted to existing buildings,
12 towers, utility poles, water towers, light standards or other structures, provided the
13 following standards are met:

- 14 a. No changes are made to the height of such structure.
- 15 b. No panel antenna shall exceed sixty (60) inches in height and eighteen (18) inches in
16 width.
- 17 c. No dish antenna shall exceed three (3) feet in diameter.

18 (d) Public Hearing Required. Wireless telecommunications sites not otherwise exempted or
19 permitted in (2)(b) or (2)(c) above shall be considered conditional uses in all zoning districts. In
20 addition to the specific requirements listed in this section of the Zoning Code, the applicant
21 shall also demonstrate compliance with Sec. 66.1535(6) and Sec. 66.1535(7). As part of the
22 review process in 66.1535(7), the Plan Commission shall require all accompanying equipment
23 buildings or boxes to be screened and fenced as part of the site plan review. All approvals shall
24 also require the issuance of a zoning permit.

25 1. Factors upon which conditional use permit decisions of the Plan Commission shall be
26 based. In considering applications for wireless telecommunication sites, the Plan
27 Commission shall also find:

28 a. In the case where an application for the proposed location of a wireless
29 telecommunication facility is not a preferred site, that the applicant has adequately
30 described the efforts and measures taken to pursue those preferences and why a
31 higher preference location was not technologically, legally or economically feasible.
32 The supplied documentation should evaluate the following factors:

- 33 i. The planned equipment would cause unacceptable interference with
34 the operation of other existing or planned equipment on an existing
35 or approved tower as documented by a qualified licensed engineer
36 and that the interference cannot be prevented or eliminated at a
37 reasonable cost as determined by the Plan Commission; and,
- 38 ii. The planned equipment cannot be accommodated on existing or
39 approved towers due to structural deficiencies as documented by a
40 qualified licensed engineer and that such deficiencies cannot be
41 eliminated at a reasonable cost as determined by the Plan
42 Commission; and,
- 43 iii. The existing or planned equipment on an existing or approved tower
44 would cause unacceptable interference with the equipment proposed
45 by the applicant as documented by a qualified licensed engineer and
46 that the interference cannot be prevented or eliminated at a
47 reasonable cost as determined by the Plan Commission; and,

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iv. Any restriction or limitation imposed by the FCC.

(3) Non-Discrimination:

In establishing the rights, obligations and conditions set forth in this Section, it is the intent of the Village to treat each applicant and right-of-way user in a competitively neutral and non-discriminatory manner, to the extent required by law, while taking into account the unique technologies, situation, and legal status of each applicant or request for use of the right-of-way.

(4) Administration:

(a) Administrator. The Village Administrator is responsible for administering this Section.

(b) Powers. As part of the administration of this Section, the Administrator may:

1. Propose wireless regulations governing the placement and modification of wireless telecommunications facilities in addition to but consistent with the requirements of this Section, including regulations governing collocation, the resolution of conflicting applications for placement of wireless telecommunications facilities, and aesthetic standards.
2. Interpret the provisions of the Section and wireless regulations.
3. Develop forms and procedures for submission of applications for wireless permits consistent with this Section.
4. Collect any fee required by the Village Board of Trustees per the mosts recently adopted version of the Village's Fee Schedule.
5. Require, as a condition of completeness of any application, notice to members of the public that may be affected by the placement or modification of the wireless telecommunications facility that is the subject of the wireless permit application. In all circumstances, at a minimum, neighbors within 300' of the property shall be made aware of the application.
6. Establish deadlines for submission of information related to an application and extend or shorten deadlines where appropriate and consistent with federal laws and regulations.
7. Issue notices of incompleteness or requests for information in connection with any wireless permit application.
8. Select and retain an independent consultant or attorney with expertise in telecommunications to review any issue that involves specialized or expert knowledge in connection with any permit application; the applicant to pay for that expert advice or action.
9. Coordinate and consult with other Village staff members, committees, and governing bodies to ensure timely action on all other required permits under (5)(b)(8) of this Section.
10. Subject to appeal as provided in (7)(d) of this section, determine whether to grant, grant subject to conditions, or deny an application.
11. Take such other steps as may be required to timely act upon wireless permit applications, including issuing written decisions and entering into agreements to mutually extend the time for action on an application.

(5) Application:

(a) Format. Unless the wireless regulations provide otherwise, the applicant must submit both a paper copy and an electronic copy (in a searchable format) of any application, as well as any amendments or supplements to the application or responses to requests for information regarding an application, to the Administrator. An application is not complete until both the paper and electronic copies, and the non-refundable application fee, have been received by the Village.

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- 1 (b) Content. To be considered complete, an application shall contain:
- 2 1. All information required pursuant to the wireless regulations.
- 3 2. A completed application cover sheet signed by an authorized representative of the
- 4 applicant, listing all standard permit requirements.
- 5 3. The name of the applicant (including any corporate or trade name), and the name,
- 6 address, e-mail address, and telephone number of a local representative. If the applicant
- 7 is a wireless infrastructure provider, the name and contact information for the wireless
- 8 service provider(s) that will be using the wireless telecommunications facility must also
- 9 be provided.
- 10 4. A statement of which shot clock or shot clocks apply to the application and the reasons
- 11 the chosen shot clocks apply.
- 12 5. A separate and complete description of each proposed wireless telecommunications
- 13 facility and the work that will be required to install or modify it, including details regarding
- 14 proposed excavations, if any.
- 15 6. Detailed site plans showing the location of the facility and technical specifications for each
- 16 element of the facility, clearly describing the site and all structures and facilities at the
- 17 site before and after installation or modification and identifying the owners of such pre-
- 18 existing structures and facilities; and describing the distance to the nearest residential
- 19 dwelling unit.
- 20 7. A plan showing where and how the proposed antenna will be affixed to a building or
- 21 structure.
- 22 8. Details of all proposed antenna and mounting equipment including size and color.
- 23 9. A design drawing including cross sections and elevations of all proposed towers,
- 24 equipment buildings or boxes, and, details of all proposed fencing and screening.
- 25 10. A description of the tower's capacity including the number and type of antennas it can
- 26 accommodate as well as the proposed location of all mounting positions for co-located
- 27 antennas and the minimum separation distances between antennas.
- 28 11. Where a monopole is proposed, the design shall illustrate how the tower will collapse
- 29 upon itself without encroaching upon any adjoining property line.
- 30 12. An analysis of the fall zone for the proposed tower prepared by a licensed engineer.
- 31 13. A report from a licensed engineer indicating that the proposed wireless
- 32 telecommunication site will comply with the emission standards found in this regulation.
- 33 Such report shall also certify that the installation of such site will not interfere with public
- 34 safety communications.
- 35 14. Proof that either the applicant or co-applicant holds a bona fide license from the Federal
- 36 Communications Commission (FCC) to provide the telecommunications services that the
- 37 proposed tower is designed to support.
- 38 15. A report or letter from the Federal Aviation Administration (FAA) that the proposed tower
- 39 complies with all airport safety requirements of and for the Ephraim-Gibraltar Airport.
- 40 16. A map depicting the extent the provider has planned coverage within the Village of Sister
- 41 Bay and the service area of the proposed wireless telecommunications site.
- 42 17. A map indicating the search radius for the proposed wireless telecommunication site.
- 43 18. For towers located in a residential zoning district, or within 1,000 feet of a residential
- 44 zoning district, the applicant shall provide a view shed analysis showing all areas from
- 45 which the tower would be visible.
- 46 19. The application shall contain clear specifications on how aesthetic and avian concerns will
- 47 be addressed, illustrating compliance with Subsection (6)(c)5 below.

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- 1 20. Proof that the applicant has mailed to the owners of all properties within 300 feet of the
2 proposed wireless telecommunications facility a notice that the applicant is submitting an
3 application to the Village for placement or modification of a wireless telecommunications
4 facility, which notice must include:
 - 5 a. The proposed location of the facility,
 - 6 b. A description and scale image of the proposed facility, and,
 - 7 c. An e-mail address and phone number for a representative of the applicant who will
8 be available to answer questions from members of the public about the proposed
9 project.
- 10 21. To the extent that filing of the wireless permit application establishes a deadline for action
11 on any other permit that may be required in connection with the wireless
12 telecommunications facility, the application must include complete copies of applications
13 for every required permit (including without limitation electrical permits, building
14 permits, traffic control permits, and excavation permits), with all engineering completed
15 and the fees associated with each permit.
- 16 22. A certification by a registered and qualified engineer that the installation can be
17 supported by and does not exceed the tolerances of the structure on which it will be
18 mounted, and that all elements of the wireless telecommunications facility comply with
19 applicable safety standards.
- 20 23. If an applicant contends that denial of the application would prohibit or effectively
21 prohibit the provision of service in violation of federal law, or otherwise violate applicable
22 law, the application must provide all evidence on which the applicant relies in support of
23 that claim. Applicants are not permitted to supplement this evidence if doing so would
24 prevent the Village from complying with any deadline for action on an application.
- 25 24. If the application is an eligible facilities request, the application must contain information
26 sufficient to show that the application qualifies as an eligible facilities request under 47
27 C.F.R. §1.6100(b)(3), including evidence that the application relates to an existing tower
28 or base station that has been approved by the Village.
- 29 25. Before and after 360-degree photo simulations must be provided with detailed
30 specifications demonstrating that the modification does not substantially change the
31 physical dimensions of the existing approved tower or base station.
- 32 (c) Waivers. Requests for waivers from any requirement of this Section shall be made in writing to
33 the Administrator. The Administrator will forward the request to the Plan Commission who
34 may grant a request for waiver if it is demonstrated that, notwithstanding the issuance of the
35 waiver, the Village will be provided with all information necessary to understand the nature of
36 the construction or other activity to be conducted pursuant to the wireless permit sought.
- 37 (d) Fees. The applicant must provide a non-refundable application fee and shall be required to pay
38 all costs reasonably incurred in reviewing the application, including costs incurred in retaining
39 outside consultants. Fees shall be reviewed periodically and raised or lowered based on the
40 costs the Village expects to incur.
- 41 (e) Public Records. Applications are public records that may be made publicly available pursuant
42 to federal and state public records law. Notwithstanding the foregoing, the applicant may
43 designate portions of the application materials that it reasonably believes contain proprietary
44 or confidential information by clearly marking each portion of such materials accordingly, and
45 the Village shall endeavor to treat the information as proprietary and confidential, subject to
46 applicable federal and state public records law and the Administrator’s determination that the
47 applicant’s request for confidential or proprietary treatment of the application materials is

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1 reasonable. The Village shall not be required to incur any costs to protect the application from
2 disclosure and shall not be held liable if such proprietary or confidential information is
3 inadvertently shared with the public. All public records requests shall be filed with the Village
4 Clerk.

5 (6) General Standards:

6 (a) Generally. Wireless telecommunications facilities shall meet the minimum requirements set
7 forth in this Section and the wireless regulations, in addition to the requirements of any other
8 applicable law or regulation.

9 (b) Regulations. The wireless regulations and decisions on wireless permits shall, at a minimum,
10 ensure that the requirements of this Section are satisfied, unless it is determined that the
11 applicant has established that denial of an application would, within the meaning of federal
12 law, prohibit or effectively prohibit the provision of a telecommunications, or otherwise violate
13 applicable laws or regulations. If that determination is made, the requirements of this Section
14 and the wireless regulations may be waived, but only to the extent required to avoid the
15 prohibition.

16 (c) Standards.

- 17 1. Wireless telecommunications facilities shall be installed and modified in a manner that:
 - 18 a. Minimizes risks to public safety;
 - 19 b. Ensures that placement of facilities on existing structures is within the tolerance of
20 those structures;
 - 21 c. Avoids placement of aboveground facilities in underground areas where
22 underground installation does not require blasting, installation of new support
23 structures or equipment cabinets in the public right-of-way, and placement in
24 residential areas when commercial areas are reasonably available;
 - 25 d. Maintains the integrity and character of the neighborhoods and corridors in which
26 the facilities are located;
 - 27 e. Ensures that installations are subject to periodic review to minimize the intrusion on
28 the right-of-way.
 - 29 f. Ensures that the Village bears no risk or liability as a result of the installations; and,
 - 30 g. Ensures that the applicant's use does not inconvenience the public, interfere with
31 the primary uses of the right-of-way, or hinder the ability of the Village or other
32 government entities to improve, modify, relocate, abandon or vacate the right-of-
33 way or any portion thereof, or to cause the improvement, modification, relocation,
34 vacation or abandonment of facilities in the right-of-way.
- 35 2. Colocation. Subject to the provisions of this section, and in accord with Sec. 196.04 of the
36 Wisconsin Statutes, collocation of facilities on existing support structures, towers, or
37 utility poles is generally preferred over new support structures if it can be accomplished
38 in a way that better compliments the character of the surrounding area.
- 39 3. No wireless permit shall be issued unless:
 - 40 a. The wireless service provider applicant has immediate plans to use the proposed
41 facility; or,
 - 42 b. The wireless infrastructure applicant has a contract with a wireless service provider
43 that has immediate plans to use the proposed facility.
- 44 4. In no event may ground-mounted equipment interfere with pedestrian or vehicular traffic
45 and at all times must comply with the requirements of the Americans with Disabilities Act
46 of 1990 or amended thereafter.
47

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- 1 5. Aesthetic and Avian Considerations.
 - 2 a. Telecommunication towers and antennas in excess of thirty-five (35) feet in height
3 shall be camouflaged as a tree whose species is native to the Great Lakes region. The
4 concealment design shall appear identical to the native tree species approved by the
5 Village; the bark, branches, and needles or leaves of the disguise, and amount and
6 color thereof, shall be of such design and quality that to a passerby the tower
7 appears to be a live tree. When location would result in a tree being incompatible
8 on the landscape, as an alternative to a tree concealment, other disguises may be
9 considered by the Plan Commission, such as church steeples, lighthouses, or other
10 concealments. The disguise shall be subject to Architectural Review prior to permit
11 issuance. The disguise shall comply with all International Code Council and federal
12 telecommunication standards. If the concealment would be a distraction to the
13 public, this requirement, more specifically, the provisions of Sec. 66.0504(6)(c)5.a.,
14 may be waived by a three quarters (3/4) majority vote of the Plan Commission.
 - 15 b. Towers shall either maintain a galvanized steel finish or, subject to any applicable
16 standard of the FAA, be painted a neutral color so as to reduce visual obtrusiveness.
 - 17 c. At a tower site, the design of the buildings and related structures shall, to the
18 maximum extent possible, use materials, colors, textures, screening, and
19 landscaping that will blend them into the natural setting and surrounding buildings
20 to minimize the visual impact.
 - 21 d. Facilities shall be sited and designed to minimize adverse visual impacts on
22 surrounding properties and the traveling public to the greatest extent reasonably
23 feasible, consistent with the proper functioning of the small wireless facilities or
24 distributed antenna system. Such facilities and equipment enclosures shall be
25 integrated through location and design to blend in with the existing characteristics
26 of the site and/or streetscape to the extent reasonably feasible.
 - 27 e. All tower sites must comply with any landscaping requirements of the Zoning Code
28 and all applicable requirements of the Village, and the Village may require
29 landscaping in excess of those requirements in order to enhance compatibility with
30 adjacent residential and non-residential land uses. All landscaping shall be properly
31 maintained to ensure good health and viability at the applicant's expense. Tower
32 facilities shall be landscaped with a buffer of plant materials that effectively screens
33 the view of the tower compound consisting of the telecommunications tower and
34 antennas, backhaul network and any structure or equipment cabinet. The standard
35 buffer shall consist of a landscaped strip at least four (4) feet wide outside the
36 perimeter of the compound. In locations where the visual impact of the tower would
37 be minimal, including but not limited to those instances where a stealth facility is
38 installed, the landscaping requirement may be reduced or waived.
- 39 6. Height and setback requirements.
 - 40 a. The maximum height of a tower proposed under this section shall be 200 feet
41 including the antenna and all other appurtenances. The height of a tower mounted
42 on a building shall be measured from the average level of the ground along all walls
43 of the building to the tallest point on the tower including the antenna and all other
44 appurtenances.
 - 45 b. The maximum height of any rooftop mounted equipment building or box shall be 15
46 feet above the roof surface.

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- 1 c. All freestanding monopole towers shall comply with the greater of the following
2 minimum property line setbacks:
 - 3 i. Front yard or street yard – Shall be at least a distance equal to $\frac{3}{4}$ of the
4 height of the tower or the setback required for the underlying zone,
5 whichever is greater.
 - 6 ii. Side or rear yards in residential zones, shall be at least 50 feet for
7 towers less than 60 feet in height and 100 feet for towers equal to or
8 greater than 60 feet.
 - 9 iii. Side or rear yards in nonresidential zones, shall be at least 25 feet for
10 towers less than 60 feet in height and 50 feet for towers equal to or
11 greater than 60 feet.
 - 12 iv. Where a side or rear lot line is contiguous to a residential zone, the
13 setback for that particular yard shall be as required for such a tower
14 in a residential zone.
- 15 d. All other towers in residential zones cannot be located in a front yard and shall
16 provide a setback from all side and rear property lines that are at least equal to 75
17 percent of the proposed tower height or 200 feet, whichever is greater. A principal
18 use must be established on the lot prior to erecting a tower.
- 19 e. All other towers in nonresidential zones shall provide a setback from any property
20 line that is at least equal to the height of the tower.
- 21 f. All equipment buildings/boxes or equipment areas, which are each 50 square feet
22 or greater in area, shall comply with the minimum property line setbacks for a
23 principal building in the underlying zone.
- 24 g. All equipment buildings/boxes or equipment areas which are each less than 50
25 square feet in area shall comply with the following minimum property line setbacks:
 - 26 i. Front yard or street yard – Same as for a principal building in
27 the underlying zone.
 - 28 ii. Rear and side yards – five feet.
- 29 7. Other General requirements.
 - 30 a. No wireless telecommunication site shall be located within 200 feet of an existing or
31 proposed residence.
 - 32 b. No lights shall be mounted on proposed towers unless otherwise required by the
33 FAA. All strobe lighting, except for municipal purposes, shall be avoided if possible.
 - 34 c. Towers not requiring special FAA painting or markings shall be painted a non-
35 contrasting blue or gray.
 - 36 d. Towers may not be used to exhibit any signage or other advertising.
 - 37 e. Any proposed tower shall be designed in all respects to accommodate both the
38 applicant's antennas and comparable antennas for at least two additional users if
39 the tower is over 100 feet in height or for at least one additional comparable antenna
40 if the tower is between 50 and 100 feet in height. The Plan Commission may require
41 the tower to be of such design as to allow for future rearrangement of antennas
42 upon the tower and to accommodate antennas mounted at varying heights.
 - 43 f. All utilities proposed to serve new wireless telecommunication sites shall be installed
44 underground unless otherwise approved by the Plan Commission.
 - 45 g. All generators installed in conjunction with any wireless telecommunication site shall
46 comply with all Village noise regulations.

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- 1 (d) Standard Permit Conditions. All wireless permits under this Section are issued subject to the
2 following minimum conditions:
- 3 1. Compliance. The permit holder shall at all times maintain compliance with all applicable
4 federal, state, and local laws, regulations, and other rules.
 - 5 2. Contact Information. The permit holder shall at all times maintain with the Village
6 accurate contact information for the permit holder and all wireless service providers
7 making use of the facility, which shall include a phone number, mailing address, and e-
8 mail address for at least one natural person.
 - 9 3. Emergencies. The Village shall have the right to support, repair, disable or remove any
10 elements of the facilities in emergencies or when the facility threatens imminent harm to
11 persons or property; the Village’s costs to disable or remove such elements shall be
12 charged to the permit holder and shall be paid within thirty (30) days of the date on the
13 invoice from the Village.
 - 14 4. Indemnities. The permit holder, by accepting a permit under this Section, agrees to
15 indemnify, defend, and hold harmless the Village, its elected and appointed officials,
16 officers, employees, agents, representatives and volunteers (collectively, the
17 “Indemnified Parties”) from and against any and all suits, actions, legal or administrative
18 proceedings, claims, demands, damages, liabilities, interest, attorneys’ fees, costs, and
19 expenses of whatsoever kind or nature in any manner caused in whole or in part, or
20 claimed to be caused in whole or in part, by reason of any act, omission, fault, or
21 negligence, whether active or passive, of the permit holder or anyone acting under its
22 direction or control or on its behalf, even if liability is also sought to be imposed on one
23 or more of the Indemnified Parties. The obligation to indemnify, defend, and hold
24 harmless the Indemnified Parties shall be applicable even if the liability results from an
25 act or failure to act on the part of one or more of the Indemnified Parties. However, the
26 obligation does not apply if the liability results from the willful misconduct of an
27 Indemnified Party.
 - 28 5. Adverse Impact on Adjacent Properties. The permit holder shall undertake all reasonable
29 efforts to avoid undue adverse impacts to adjacent properties and/or uses that may arise
30 from the construction, operation, maintenance, modification, or removal of the facility.
 - 31 6. General Maintenance. The wireless communications facility and any associated structures
32 shall be maintained in a neat and clean manner and in accordance with all approved plans
33 and conditions of approval. All concealment measures shall be maintained to provide
34 effective concealment.
 - 35 7. Graffiti Removal. All graffiti on facilities shall be removed at the sole expense of the
36 permit holder within forty-eight (48) hours after notification from the Village unless a
37 greater timeframe for compliance is established in such notification.
 - 38 8. Relocation. At the request of the Village pursuant to (9) of this Section, the permit holder
39 shall promptly and at its own expense permanently remove and relocate any wireless
40 telecommunications facility in the right-of-way.
 - 41 9. Abandonment. The permit holder shall promptly notify the Village whenever a facility
42 has not been in use for a continuous period of sixty (60) days or longer and must comply
43 with (10) of this Section.
 - 44 10. Restoration. A permit holder who removes or relocates a facility from the right-of- way
45 must restore the right-of-way in accordance with (11) of this Section.
 - 46 11. Records Retention. The permit holder shall retain full and complete copies of all permits
47 and other regulatory approvals issued in connection with the facility, which includes

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1 without limitation all conditions of approval, approved plans, Resolutions, and other
2 documentation associated with the permit or regulatory approval. In the event the Village
3 cannot locate any such full and complete permits or other regulatory approvals in its
4 official records, and the permit holder fails to retain full and complete records in the
5 permit holder’s files, any ambiguities or uncertainties that would be resolved through an
6 examination of the missing documents will be conclusively resolved against the permit
7 holder.

8 12. Radio Frequency Emissions. Every wireless facility shall at all times comply with applicable
9 FCC regulations governing radio frequency emissions, and failure to comply with such
10 regulations shall be treated as a material violation of the terms of the permit.

11 13. Certificate of Insurance. A certificate of insurance which is sufficient to demonstrate to
12 the satisfaction of the Administrator that the applicant has the capability to cover any
13 liability that might arise out of the presence of the facility in the right-of-way shall be
14 provided to the Administrator.

15 (7) Application Processing and Appeal:

16 (a) Rejection for Incompleteness. Notices of incompleteness shall be provided in conformity
17 with federal, state, and local law, including 47 C.F.R. §1.6003(d) as amended.

18 (b) Processing Timeline. Wireless permit applications (including applications for other permits
19 necessary to place or modify the facility), and appeals will be processed in conformity with the
20 shot clocks set forth in federal, state, and local law, as amended.

21 (c) Written Decision. In the event that an application is denied (or approved with conditions
22 beyond the standard permit conditions, the Administrator shall issue a written decision with
23 the reasons therefore, supported by substantial evidence contained in a written record.

24 (d) Appeal to Village Board. Any person adversely affected by the written decision of the
25 Administrator or the Plan Commission may appeal that decision to the Village Board within
26 thirty (30) days of that written decision, which may decide the issue(s) *de novo*, and whose
27 written decision will be the final decision of the Village. An appeal by a wireless infrastructure
28 provider must be taken jointly with the wireless service provider that intends to use the
29 wireless telecommunications facility.

30 (e) Decision Deadline. All appeals shall be conducted so that a timely written decision may be
31 issued in accordance with the applicable shot clock.

32 (8) Expiration and Revocation:

33 (a) Expiration. A wireless permit issued pursuant to an eligible facilities request shall expire at the
34 same time the permit for the underlying existing wireless telecommunications facility expires.
35 All other wireless permits shall be valid for a period of five (5) years from the date of issuance.
36 Upon expiration of the wireless permit, the permit holder must either:

- 37 1. Remove the wireless telecommunications facility; or,
- 38 2. Submit an application to renew the permit at least ninety (90) days prior to its expiration.
39 The facility must remain in place until the renewal application is acted on by the Village
40 and any appeals from the Village’s decision are exhausted.

41 (b) Revocation For Breach. A wireless permit may be revoked for failure to comply with the
42 conditions of the permit or applicable federal, state or local laws, rules or regulations. Upon
43 revocation, the wireless telecommunications facility must be removed within thirty (30) days
44 of receipt of written notice from the Village. All costs incurred by the Village in connection with
45 the revocation, removal, and right-of-way restoration shall be paid by the permit holder.
46

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1 (c) Failure to Obtain Permit. Unless exempted from permitting by (2)(b) of this Section, a wireless
2 telecommunications facility installed without a wireless permit must be removed within thirty
3 (30) days of receipt of written notice from the Village. All costs incurred by the Village in
4 connection with the notice, removal, and right-of-way restoration shall be paid by entities who
5 own or control any part of the wireless telecommunications facility.

6 (9) Relocation:

7 Except as otherwise prohibited by federal or state law, a permit holder must promptly and at its own
8 expense, with due regard for seasonal working conditions, permanently remove and relocate any of
9 its wireless telecommunications facilities in the right-of-way whenever the Village requests such
10 removal and relocation. The Village may make such a request to prevent the facility from interfering
11 with a present or future Village use of the right-of-way; a public improvement undertaken by the
12 Village; an economic development project in which the Village has an interest or investment; when
13 the public health, safety, or welfare require it; or when necessary to prevent interference with the
14 safety and convenience of ordinary travel over the right-of-way. Notwithstanding the foregoing, a
15 permit holder shall not be required to remove or relocate its facilities from any right-of-way that has
16 been vacated in favor of a non-governmental entity unless and until that entity pays the reasonable
17 costs of removal or relocation to the permit holder.

18 (10) Abandonment:

19 (a) Cessation of Use. In the event that a permitted facility within the right-of-way is not in use for
20 a continuous period of sixty (60) days or longer, the permit holder must promptly notify the
21 Village and do one of the following:

- 22 1. Provide information satisfactory to the Administrator that the permit holder's obligations
23 for its facilities under this Section have been lawfully assumed by another permit holder.
- 24 2. Submit to the Administrator a proposal and instruments for dedication of the facilities to
25 the Village. If a permit holder proceeds under this Section, the Village may, at its option:
 - 26 a. Accept the dedication for all or a portion of the facilities.
 - 27 b. Require the permit holder, at its own expense, to remove the facilities and perform
28 the required restoration under (11); or,
 - 29 c. Require the permit holder to post a bond or provide payment sufficient to reimburse
30 the Village for reasonably anticipated costs to be incurred in removing the facilities
31 and undertaking restoration under (11).
- 32 3. Remove its facilities from the right-of-way within one (1) year and perform the required
33 restoration under (11), unless the Plan Commission waives this requirement or provides
34 a later deadline.

35 (b) Abandoned Facilities. Facilities of a permit holder who fails to comply with (10)(a), and, which
36 for one (1) year, remain unused shall be deemed to be abandoned. Abandoned facilities are
37 deemed to be a nuisance. In addition to any remedies or rights it has at law or in equity, the
38 Village may, at its option:

- 39 1. Abate the nuisance and recover the cost from the permit holder or the permit holder's
40 successor in interest;
- 41 2. Take possession of the facilities; and/or
- 42 3. Require removal of the facilities by the permit holder or the permit holder's successor in
43 interest.

44 (11) Restoration:

45 In the event that a permit holder removes or is required to remove a wireless telecommunications
46 facility from the right-of-way under this Section, or relocate it pursuant to (9), the permit holder must
47 restore the right-of-way to its prior condition in accordance with Village specifications. However, a

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1 support structure owned by another entity authorized to maintain that support structure in the right-
2 of-way need not be removed but must instead be restored to its prior condition. If the permit holder
3 fails to make the restorations required by this section, the Village, at its option may do such work. In
4 that event, the permit holder shall pay to the Village, within thirty (30) days of billing therefore, the
5 cost of restoring the right-of-way.

6 (12) Placement on Village Owned or Controlled Structures:

7 The Village may negotiate agreements for placement of wireless telecommunications facilities on
8 Village owned or controlled structures in the right-of-way. The agreement shall specify the
9 compensation to the Village for use of the structures. The person or entity seeking the agreement
10 shall reimburse the Village for all costs the Village incurs in connection with its review of an action
11 upon the request for an agreement.

12 (13) Location Preferences:

13 The locations for siting the equipment involved in receiving or transmitting electromagnetic waves
14 associated with wireless telecommunication services are listed in the following order of preference.

- 15 (a) On existing, towers that otherwise meet federal, state or local regulations.
- 16 (b) On existing structures such as buildings, water towers and utility poles.
- 17 (c) On new towers less than 100 feet in height located in the Institutional District.
- 18 (d) On new towers 100 feet or greater in height located in the Institutional District.
- 19 (e) On new towers less than 100 feet in height located in a B-1, B-2, or B-3 District.
- 20 (f) On new towers 100 feet or greater in height located in a B-1, B-2, or B-3 District.
- 21 (g) On new towers less than 100 feet in height located in an R-1, R-2, R-3, R-4, or CS-1 District.
- 22 (h) On new towers 100 feet or greater in height located in an R-1, R-2, R-3, R-4, or CS-1 District.

23 (14) Definitions:

24 Definitions in this Section may contain citations from or references to Title 47 of the Code of Federal
25 Regulations Sec. 1.6100 and Sec. 1.6002. In the event that any referenced section is amended,
26 creating a conflict between the definition as set forth in this Section and the amended language of
27 the referenced section, the definition in the referenced section, as amended, shall control. For the
28 purposes of this section, the terms below shall have the following meanings:
29

30 “Administrator” means the Village Administrator or their designee.

31
32 “Application” means a formal request, including all required and requested documentation and
33 information, submitted by an Applicant to the Village for a wireless permit.

34 “Applicant” means a person filing an application for placement or modification of a wireless
35 telecommunications facility in the right-of-way or on public or private land.

36 “Base Station” means the same as in Title 47 of the Code of Federal Regulations - Sec. 1.6100(b)(1),
37 which defines the term to mean a structure or wireless telecommunications equipment at a fixed
38 location that enables FCC-licensed or authorized wireless communications between user
39 equipment and a communications network. This definition does not include towers.

40 “Eligible Facilities Request” means the same as in Title 47 of the Code of Federal Regulations - Sec.
41 1.6100(b)(3), which defines the term to mean any request for modification of an existing tower or
42 base station that does not substantially change the physical dimensions of such tower or base
43 station, involving: (i) collocation of new transmission equipment; (ii) removal of transmission
44 equipment; or (iii) replacement of transmission equipment.

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1 “FCC” means the Federal Communications Commission.

2 “Right-of-way” means the surface of, and the space above and below the entire width of an
3 improved or unimproved public roadway, highway, street, bicycle lane, landscape terrace,
4 shoulder, side slope, and public sidewalk over which the Village exercises any rights of
5 management and control or in which the Village has an interest.

6 “Shot Clocks” means the timeline for action established by the FCC. A ninety (90) day shot clock
7 has been set for processing collocation applications (adding to existing structures) and a one
8 hundred fifty (150) day shot clock for processing other applications.

9 “Small Wireless Facility Consistent with Title 47 of the Code of Federal Regulations Sec. 1.6002(I),”
10 means a facility that meets each of the following conditions:

- 11 1. The structure on which antenna facilities are mounted:
 - 12 a. Is 50 feet or less in height, or,
 - 13 b. Is no more than 10 percent taller than other adjacent structures, or,
 - 14 c. Is not extended to a height of more than 50 feet or by more than 10 percent above its
15 pre-existing height, whichever is greater, as a result of the collocation of new antenna
16 facilities.
- 17 2. Each antenna (excluding associated antenna equipment) is no more than three cubic feet
18 in volume;
- 19 3. All other wireless equipment associated with the structure, including the wireless equipment
20 associated with the antenna and any pre-existing associated equipment on the structure, is
21 cumulatively no more than 28 cubic feet in volume;
- 22 4. The facility does not require antenna structure registration;
- 23 5. The facility does not result in human exposure to radiofrequency radiation in excess of the
24 applicable safety standards specified by federal law.

25 “Support Structure” means any structure capable of supporting wireless telecommunications
26 equipment.

27 “Tower” means the same as in Title 47 of the Code of Federal Regulations Sec. 6100(b)(9), which
28 defines the term as any structure built for the sole or primary purpose of supporting any Federal
29 Communication Commission (FCC) licensed or authorized antennas and their associated facilities,
30 including structures that are constructed for wireless communications services including, but not
31 limited to, private, broadcast, and public safety services, as well as unlicensed wireless services
32 and fixed wireless services such as microwave backhaul, and the associated site. This definition
33 does not include utility poles.

34 “Underground Areas” means those areas where there are no electrical facilities or facilities of the
35 incumbent local exchange carrier in the right of way; or where the wires associated with the same
36 are or are required to be located underground; or where the same are scheduled to be converted
37 from overhead to underground. Electrical facilities are distribution facilities owned by an electric
38 utility and do not include transmission facilities used or intended to be used to transmit electricity
39 at nominal voltages more than 35,000 volts.

40 “Utility Pole” means a structure in the right-of-way designed to support electric, telephone, and
41 similar utility distribution lines and associated equipment. A tower is not a utility pole.

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1 “Wireless Infrastructure Provider” means a person that owns, controls, operates, or manages a
2 wireless telecommunications facility or portion thereof within the right-of-way or on public or
3 private property.

4 “Wireless Permit” or “Permit” means a permit issued pursuant to this Section and authorizing the
5 placement or modification of a wireless telecommunications facility of a design specified in the
6 permit at a particular location within the right-of-way or on public or private property and the
7 modification of any existing support structure to which the wireless telecommunications facility is
8 proposed to be attached.

9 “Wireless Regulations” means those regulations adopted pursuant to Section 5(b)(1) to
10 implement the provisions of this Section.

11 “Wireless Service Provider” means an entity that provides wireless services to end users.

12 “Wireless Telecommunications Equipment” means equipment at a fixed location that enables FCC-
13 licensed or authorized wireless communications between user equipment and a communications
14 network.

15 “Wireless Telecommunications Facility” or “Facility” means a facility at a fixed location in the right-
16 of-way or on public or private property consisting of a base station, antennas and other accessory
17 equipment, and a tower and underground wiring, if any, associated with the base station.

18 **Sec. 66.0505 Wind Power Generating Towers**

19 Wind power generation shall be permitted in any district in the Village, in conformance with Wisconsin
20 2009 Act 40, PSC 128, and shall it be permitted on the waters of Green Bay within the jurisdiction of the
21 Village.

22 **Sec. 66.0506 Outdoor Displays**

23 (1) Outdoor displays which are allowed on a regular basis in the B-1 District and do not require a
24 permit.

25 (a) No permit will be required if the owner of a business in the B-1 District wishes to display
26 merchandise which is for sale outdoors, excluding the items included in (4). The display
27 must satisfy the following requirements: The outdoor display of merchandise shall not
28 extend more than 50% from the building into the required front setback area.

29 1. Signs, screening, enclosures, landscaping or materials being displayed shall not
30 interfere in any manner with either on-site or off-site traffic visibility, including
31 pedestrian traffic.

32 2. The display area shall not inhibit the use of or number of required parking stalls.

33 3. Display areas shall be separated from any vehicular parking or circulation area and the
34 separation shall be clearly indicated.

35 4. If goods are removed from the display area, all support fixtures shall also be removed.

36 (2) Outdoor displays which are allowed on a regular basis in the B-2 and B-3 Districts and do not
37 require a permit.

38 (a) No permit will be required if the owner of a business in the B-2 District or the B-3 District
39 wishes to display a small amount of merchandise which is offered for sale outdoors,
40 excluding the items included in (4). The display must satisfy the following requirements:

41 1. The appearance of the display must be proportionate to the size of the building in
42 which the store is located.

43 2. The items to be displayed outdoors must be placed at least twenty feet from the face
44 of the curb. If it will be impossible for a business owner to satisfy the twenty-foot
45 regulation a small display will be allowed by the building entrance.

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- 1 (3) Number of sidewalk sales allowed per calendar year.
2 (a) No permit will be required for sidewalk sales in any of the business districts, but no more
3 than twelve (12) of such sales will be allowed in a calendar year.
4 (b) The appearance of the merchandise displayed during a sidewalk sale must also be
5 proportionate to the size of the building in which the store is located.
- 6 (4) Outdoor displays which do require a permit in all business districts.
7 (a) If the owner of a business in any business district within the Village limits wishes to display
8 larger items such as automobiles, trucks, motorcycles, RV's, campers, ATV's, boats and the
9 like, a permit which delineates the area where the large item display will be allowed is
10 required, but the display must meet the following requirements:
11 1. The display shall not extend more than 20 percent from the building into the front
12 yard area, and may not extend into the required side or rear setbacks.
13 2. Automobiles, trucks, motorcycles and boats shall only be displayed or placed on a
14 surface as specified in Sec. 66.0403(6)(a).
15 3. The display area shall not inhibit the use of or number of required parking stalls.
16 4. Display areas shall be separated from any vehicular parking or circulation area and the
17 separation shall be clearly indicated.
18 5. If goods are removed from the display area, all support fixtures shall also be removed.

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SECTION 600 - MODIFICATIONS

1 **Sec. 66.0601 Height Modifications**

2 The district height limitations included elsewhere in this chapter may be exceeded, but shall be in
3 accord with the following:

4 (1) Architectural projections.

5 Architectural projections, such as spires, belfries, parapet walls, cupolas, domes, flues and
6 chimneys, are exempt from the height limitations of this chapter, but may be regulated by FCC or
7 FAA regulations where applicable. The cupolas shall not exceed 64 square feet in floor area
8 including stairwells and shall not be higher than eight feet above the adjacent roof ridge and not
9 contain any living quarters.

10 (2) Special structures.

11 Special structures, such as elevator penthouses, grain elevators, necessary mechanical
12 appurtenances, cooling towers, fire towers, solar collectors, substations and smoke stacks, are
13 exempt from the height limitations of this chapter.

14 (3) Essential services.

15 Essential services, utilities, water towers and electric power and communication transmission
16 lines are exempt from the height limitations of this chapter.

17 (4) Observation towers.

18 Observation towers shall not exceed in height two times their distance from the nearest lot line.

19 (5) Agricultural structures.

20 Agricultural structures, such as barns and silos, shall not exceed in height twice their distance
21 from the nearest lot line.

22 **Sec. 66.0602 Setback Modifications**

23 The setback requirements included elsewhere in this chapter may be modified as follows:

24 (1) Architectural projections.

25 Architectural projection, such as eaves, chimneys, bay windows, overhangs, cornices, awnings,
26 canopies and similar architectural features may encroach into setbacks by no more than four feet,
27 subject to compliance with applicable standards of the Building Code and Fire Code. Eaves,
28 overhangs, cornices, awnings, canopies and similar architectural features may encroach into the
29 right-of-way subject to conditional use approval by the Plan Commission. Walls and fences may
30 be placed on the property line, subject to the requirements of standards on Landscaping and
31 Fences and Walls.

32 (2) Essential services.

33 Essential Services, utilities and electric power and communication transmission lines are exempt
34 from the setback requirements of this chapter.

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SECTION 700 - SIGNS

Please Note: This entire section of the Zoning Code was revised as the result of the passing and adoption of Ordinance 185-041211, but in accord with the ruling of the Supreme Court in the case entitled, “Reed v. Town of Gilbert”, Ordinance 244-100416 was also passed and adopted, and, therefore, this section was further amended and recreated in the following fashion.

Sec. 66.0700 Purpose and Intent

(1) The purpose of this Sign Code is to provide the legal framework and minimum standards to safeguard life, property, and public welfare by regulating and controlling the number, size, quality of materials, construction, location, illumination, installation and maintenance of all signs as compatible with zoning regulations. This section of the Zoning Code recognizes the need for well-maintained and attractive sign displays within the Village and the need for adequate business identification, advertising and communication. Because of the unique qualities of the Village of Sister Bay, which need to be protected and enhanced, a high degree of control over the construction materials of signs is deemed to be an important public purpose, but this section does authorize the use of signs on public and private property, provided those signs are:

- (a) Compatible with the Zoning District regulations.
- (b) Compatible with the approved Architectural Design Manual and other approved guidelines and manuals.
- (c) Designed, constructed, installed and maintained in such a manner that they do not endanger public safety or traffic safety.
- (d) Legible, readable, visible and well designed for the circumstances in which they are used.
- (e) Respectful of the reasonable rights of other advertisers.
- (f) Not covering any major architectural detail.

Sec. 66.0701 Design Guidelines

(1) The Village recognizes the decision of the United States Supreme Court, as outlined in Reed v. Gilbert. As such, Sec. 66.0701 is intended to act as a set of suggestions to sign producers and property owners on what types of signs the Village would prefer to see in order to preserve the small town charm of the community.

(2) Signs are one of the most prominent visual elements of a street. Well-designed signs add interest and variety to building facades and help to attract customers. In general, a sign is the best representation of the business to the passing pedestrian or motorist, and the following design guidelines shall be used as an important part of sign review and approval.

- (a) Before starting to design a sign, take a careful look at the building. Is there an obvious space on the building where the sign would look appropriate without covering architectural details? Some of the Village’s older buildings were designed with a horizontal “sign space” stretching across the top of the storefront which should be used. If this “sign space” does not exist, perhaps there is adequate wall area for a wall sign with appropriate space for a projecting sign.
- (b) Take a look at neighboring buildings. Is there a predominant type of sign or a size precedent? In designing a sign, it is important to have an understanding not only of the building but also of the compatibility within the neighborhood. The basis for decisions on sign type, size and location should come from architectural concerns. The specific definitions and regulations governing the various types of signs in this section should be studied before actual design begins.

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1 (3) Simplicity.

2 An effectively designed sign with bold, easily recognized symbols and clear crisp lettering will
3 identify a business or activity efficiently and attractively, enhance the area in which it is located
4 and complement the general appearance of the street and Village.

5 (4) Color.

6 Restraint should be exercised when selecting colors. On most signs, no more than three colors
7 should be used: one for background, a contrasting color for lettering, and a third for perhaps
8 emphasis (such as for borders, motifs, or shading of letters to give it a three-dimensional look).
9 Colors should be chosen which complement each other as well as the general tone of the building.

10 (5) Messages.

11 Messages should be simple for rapid comprehension by the public. Pictures, symbols, and logos
12 can add individuality and character to signs, in addition to making them easier to read.

13 (6) Materials.

14 Sign materials shall be compatible with the surrounding area. Sign materials shall be consistent
15 with or at least complement the original construction materials and architectural style of the
16 building façade on which they are to be displayed.

17 (7) Lettering.

18 Lettering styles should complement the style and period of the building on which they appear.
19 Traditional block and curvilinear styles, which are easy to read, are preferred. Generally, different
20 type styles should not be used on the same sign to avoid a cluttered appearance.

21 **Sec. 66.0710 Business District Signage with Permit**

22 (1) In General.

23 Signs are permitted in all business districts subject to the requirements in this Chapter.

24 (2) Determination of allowable signage.

25 The area of each building’s signage shall be the lineal feet of the front of the building multiplied
26 by the story factor. A basement shall not count as a story. See Section 66.0753(6) to determine
27 the manner in which to ascertain the linear front footage of a building. No single projecting or
28 ground sign may exceed 24 square feet in area per side.
29
30

31 **PLEASE REFER TO THE TABLE ON THE FOLLOWING PAGE**
32 **TO CALCULATE HOW MANY SQUARE FEET OF SIGNAGE**
33 **WILL ACTUALLY BE ALLOWED FOR YOUR PROPERTY. TO**
34 **DO THAT, MEASURE THE WIDTH OF THE FRONT OF**
35 **YOUR BUILDING, AND THEN USE THE PROPER**
36 **MULTIPLIER FOR THE BUILDING WIDTH, TAKING INTO**
37 **ACCOUNT HOW MANY STORIES THE BUILDING**
38 **ACTUALLY HAS. (FOR EXAMPLE, A ONE STORY BUILDING**
39 **THAT IS 100 FEET IN WIDTH WOULD BE ALLOWED TO**
40 **DISPLAY 59.40 SQUARE FEET OF SIGNAGE.)**
41 **[100 X 0.594 = 59.40]**
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43
44
45
46

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1 (3) Allowable Signage Determination Table

<i>Building Width Range in</i>	<i>Multiplier</i>		
	<i>One Story</i>	<i>Two Story</i>	<i>Three Story</i>
0	0.750	0.830	0.900
5	0.750	0.830	0.900
10	0.750	0.830	0.900
15	0.750	0.830	0.900
20	0.750	0.830	0.900
25	0.750	0.830	0.900
30	0.750	0.830	0.900
35	0.721	0.798	0.865
40	0.711	0.787	0.853
45	0.701	0.776	0.842
50	0.692	0.765	0.830
55	0.682	0.754	0.818
60	0.672	0.743	0.807
65	0.663	0.733	0.795
70	0.653	0.722	0.783
75	0.643	0.711	0.772
80	0.633	0.700	0.760
85	0.624	0.689	0.748
90	0.614	0.678	0.737
95	0.604	0.668	0.725
100	0.594	0.657	0.713
105	0.585	0.646	0.702
110	0.575	0.635	0.690
115	0.565	0.624	0.678
120	0.556	0.613	0.667
125	0.546	0.602	0.655
130	0.536	0.592	0.643
135	0.526	0.581	0.632
140	0.517	0.570	0.620
145	0.507	0.559	0.608
150	0.497	0.548	0.597
155	0.488	0.537	0.585
160	0.478	0.527	0.573
165	0.468	0.516	0.562
170	0.458	0.505	0.550
175	0.449	0.494	0.538
180	0.439	0.483	0.527
185	0.429	0.472	0.515
190	0.419	0.462	0.503
195	0.410	0.451	0.492
200	0.400	0.440	0.480
Over 200	0.390	0.429	0.468

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1 (4) Window Signs.

2 All businesses are allowed window signs, which may be placed only on the inside of buildings and
3 shall not exceed 25% of the glass area of the windows fronting on a public street. Window signs
4 as specified above shall not require a permit.

5 (5) Awning Signage.

6 All businesses are allowed signage on awnings subject to permit. Awning signage may include
7 logos, business names, symbols and wording placed only on the flap. Awning/canopy covering
8 pedestrian or vehicle access areas signs shall provide no less than eight feet vertical clearance
9 between the bottom of the sign and the ground, (finished surface), directly beneath the
10 awning/canopy. Signage on awnings shall not count towards total signage.

11 (6) Signage at the Entrance of Tenant Spaces.

12 One sign placed at the entrance of the space for each separate tenant space in multi-tenant
13 buildings may be placed on the building and each directory sign shall not exceed two square feet
14 per side. In lieu of one entrance directory sign for each separate tenant space, a single wall sign
15 may be permitted. The area of the wall sign shall be no larger than the cumulative amount of the
16 permitted separate entrance directory signs. The in lieu of sign shall be in addition to the sign
17 areas allowed above and shall conform to all of the requirements of this section.

18 (7) Certain Sandwich Board Signs.

19 [See Section 66.0713.]

20 (8) Permitted Types of Signs.

21 A business may divide the total permitted signage into any combination of the four types listed
22 below, not to exceed the total permitted area limits set forth in (b) above.

23 (a) Wall signs placed flat against the exterior walls of a building shall not extend above the
24 roofline. Wall signs shall not extend beyond the ends of the wall to which they are attached.
25 Projecting signs fastened to, suspended from or supported by structures, shall not extend
26 more than six feet into the required yard area, shall not extend into any public right-of-way,
27 shall not extend over any driveway and, shall be at least ten feet from all side lot lines.
28 Except in areas where there are public sidewalks which are cleared of snow by the Village,
29 the projecting sign shall not be located at a point higher than 75% of the wall measured
30 from the top of the foundation where it is located. In those areas where the sidewalks are
31 cleared of snow by the Village, there shall be a minimum clearance of 92" from the bottom
32 of projecting signs to the sidewalk. (*Amended Ordinance No. 260-082118.*)

33 (b) Ground signs shall not exceed eight feet in height. Ground signs shall be located at least ten
34 feet from any street right-of-way and at least two feet away from any side or rear lot line
35 except as specified in (a) below, but if any and all adjoining property owner(s) execute an
36 applicable agreement a zero (0) foot side or rear setback will be allowed. Ground signs shall
37 comply with the traffic visibility requirements set forth in Sec. 66.0401. All ground signs
38 shall include landscaping at the base of the sign. (*Amended Ord. No. 271-012820*)

39 (c) In the B-3 Downtown Business District ground signs may be located no closer than ten feet
40 from the face of the curb, if the existing building and/or terrain is not suitable for the
41 setback as specified above.

42 (d) All parcels shall be limited to one ground sign, regardless of the number of businesses,
43 buildings on the site or the number of street frontages abutting the property.

44 (e) Vending machines.

45 Only vending machines without internal illumination are permitted in all business districts.

46 **Sec. 66.0711 Commercial Center Signage with Permit**

47 (*Amended Ord. No. 234-122914*)

48 A commercial center is defined as a multi-tenant, multi-building commercial and retail development
49 under common ownership or management and located in the B-1 zoning district. The shopping center

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1 may be permitted the following signage in addition to the approved building signage as specified in
2 Sec. 66.0710.

3 (1) Signs used for Commercial Centers shall be allowed as follows:

4 (a) Two (2) marque ground signs may be provided. Two (2) marque ground signs may be
5 permitted along the State Highway abutting a commercial center.

6 (b) The marque signs shall not exceed 72 square feet per side in total area and not exceed 12
7 feet in height. The location shall be approved by the Plan Commission prior to the issuance
8 of a sign permit.

9 (2) Business or Tenant Signage.

10 The signage specified in Sec. 66.0710(6) may be provided for each individual tenant business in a
11 commercial center. In a multi-tenant building, each business shall be permitted signage up to
12 twelve (12) square feet per side. In a single tenant building the business shall be permitted signage
13 up to sixteen (16) square feet per side on the interior of the shopping center.

14 (3) Additional On Premise Signage

15 *(Amended Ord. No. 193-050812)*

16 One additional ground sign on the shopping center property may be permitted subject to the
17 following restrictions:

18 (a) The maximum size of the sign shall not exceed 36 square feet per side.

19 (b) The location shall be approved by the Plan Commission prior to the issuance of a Sign
20 Permit. *(Amended Ordinance 193-050312)*

21 **Sec. 66.0712 Off-Premise Signage with Permit**

22 This section shall only apply to businesses located on a State highway. Off-premise directional signs
23 shall only be allowed for entities located within the Village limits. All off-premise signs shall require a
24 sign permit and shall be restricted to the following uses:

25 (1) Off-premise directional signs on Highway 42 or 57.

26 (a) Traffic control devices on private or public property must be erected and maintained to
27 comply with the Manual on Uniform Traffic Control Devices adopted in this state and if not
28 adopted by this state with the Manual on Uniform Traffic Control Devices adopted by the
29 Federal Highway Administration.

30 (b) Off-premise signs on either state highway require a permit.

31 (c) The basis of approval shall be as follows:

32 1. Plan Commission shall approve of sign locations.

33 2. There shall be only one sign on the highway for each entity requesting such signage.

34 **Sec. 66.0713 Sandwich Board Signage with Permit**

35 Sandwich board signs are permitted subject to the following conditions:

36 (1) Entities may use sandwich board signs on their property in front of their properties in the B-1,
37 B-2, B-3, I-1 and P-1 districts as permitted provided that the sandwich board signs will not be
38 located on any sidewalk or bikeway if one is present or in any public right-of-way.

39 (2) Sandwich board sign impact on total permitted signage.

40 (a) A sandwich board where the messages and content change on a weekly basis shall not
41 count towards the total signage allowed under Section 77.0710.

42 (b) A sandwich board where the wording or image is unchanging shall count toward the total
43 signage allowed under Section 66.0710. Any sandwich board permitted under this
44 subsection shall also comply with (3)–(7) below.

45 (3) The sandwich board sign must be located in front of the property, and will not cause a hazard to
46 traffic or adjoining properties. These signs shall require a permit and shall not exceed six (6)
47 square feet in area on one side or 12 square feet on all sides.

48 (4) The sandwich board sign must be removed from its display location whenever the permit holder
49 is not open to the public.

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- 1 (5) Festivals, non-profits, organizations and businesses under contract with the Village may use
2 sandwich board signs on Village owned property or other property in any district as permitted
3 provided that the sandwich board signs will not be located on any sidewalk or bikeway if one is
4 present or in any public right-of-way.
- 5 (6) The Plan Commission shall establish a Sandwich Board Design Guide, which will reflect various
6 preferred designs and colors. The Guide shall be updated periodically.
- 7 (7) The fee for a Sandwich Board Sign Permit will be delineated in the most recently adopted version
8 of the Village’s Fee Schedule.

9 **Sec. 66.0720 On-Premise Signs without Permit**

10 Except as prohibited in Sec. 66.0770, the following signs are permitted in all zoning districts without a
11 permit, subject to the following regulations:

12 (1) Construction Area Signage

13 Temporary signs on a property during a period of construction may be placed on a construction
14 site without a permit, provided that there shall be no more than one such sign located on the
15 premises; no sign shall exceed 18 square feet in area on one side or 36 square feet on all sides;
16 and the sign shall be removed within 72 hours following the issuance of an occupancy permit.

17 (2) Temporary signs issued as part of a development agreement shall be removed as specified in that
18 agreement.

19 (3) Bulletin boards.

20 Bulletin boards are not to exceed four square feet in area on one side located on the building.

21 (4) Signs Cut Into Buildings.

22 Signs and tablets when cut into any masonry surface or when constructed of metal and affixed flat
23 against a structure will count towards total allowable signage, and be reviewed by the Plan
24 Commission as an architectural feature and approved or denied based on total allowable signage.

25 (5) Official signs.

26 Official signs, such as traffic control, parking restrictions, Village welcome signs and related
27 entrance signs, and public notices when approved by the Zoning Administrator.

28 (6) Lot signs.

29 On-premise signs located at the entrance and exit of a driveway or street shall not exceed two
30 square feet.

31 (7) Parking signs.

32 Signs in the parking lot shall be mounted no less than four feet from the ground and shall not
33 exceed 24 inches high by 30 inches wide.

34 (8) Flags.

35 Property owners shall be permitted up to three flags of no more than 15 square feet each. Feather
36 flags, tear drop flags or flags of similar style are prohibited. (*Amended Ord. No. 271-012820*).

37 (9) Signs on external walls.

38 One sign on an external wall is allowed per commercially zoned unit. The
39 maximum allowable size for such sign is four square feet. If it is over four square feet in size the
40 sign’s area shall be included in the total signage calculation. All signs must be mounted on the
41 building. Erasable blackboards or glass-enclosed cases are acceptable.

42 (10) “OPEN” Signs.

43 One lighted or unlighted “OPEN” sign which is no larger than 9” X 20”, (1.25 square feet in size),
44 is allowed per business. Open signs must be a consistent frame of light, flashing or any patterns
45 of light are not allowed. If the business is located too far from the roadway for this size sign to be
46 discernable a larger “OPEN” sign may be approved at the discretion of the Plan Commission. Such
47 signs shall not be considered when calculating the allowable amount of signage for a business.
48 (*Amended Ord. No. 271-012820*)

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1 (11) Gas Price Signs.

2 Gas price shall not be considered when calculating the allowable amount of signage for a
3 business. Gas price signage which is no larger than 40” X 44”, (12.25 square feet in size), is
4 allowed. Anything larger than that must be reviewed by the Plan Commission on a case-by-case
5 basis. *(Amended Ord. No. 271-012820)*

6 (12) For Sale or Lease Signs.

7 Signs advertising the sale or lease of property shall be limited to one sign, except a corner lot is
8 allowed one sign on each street bordering the lot. Said signs shall not exceed five square feet in
9 size, and the signs shall not be erected prior to a signed listing contract, and, shall be removed
10 within ten days of a signed sale document or lease. “For Lease” signs shall be prohibited on a
11 property licensed as a short-term rental. *(Amended 6/20/23 – Ord. No. 2023-004)*

12 **Sec. 66.0721 On/Off-Premise Signs without Permit**

13 *(Amended Ord. No. 271-012820)*

14 (1) Temporary signs- Designated Events.

15 During the 48 hour period leading up to a designated festival or event (including the day/days of
16 the event) by the Village Parks Committee a property owner may be allowed:

- 17 (a) Only one additional sign per lot.
- 18 (b) The sign shall be set back a minimum of 10 feet from all lot lines.
- 19 (c) The sign area shall not exceed 12 square feet, or for a business up to the allowable amount
20 of signage.
- 21 (d) The sign shall not exceed six feet in height.
- 22 (e) Temporary signs must be removed within 24 hours after the festival or event.

23 (2) Failure to Comply with Standards.

24 Any entity utilizing (1) above that fails to follow the standards shall be notified in writing that all
25 future seasonal, special event and fund raising signage shall require a regular sign permit and shall
26 be subject to the forfeiture that is delineated in the most recently adopted version of the Village’s
27 Fee Schedule at the discretion of the Village Administrator.

28 **Sec. 66.0722 Other On/Off-Premise Signs with Permit**

29 (1) Reserved.

30 (2) Changeable copy signs.

31 Changeable copy signs, fid or moveable, may be permitted If approved by the Plan Commission.

32 (3) Temporary Signs- Other Events.

33 The temporary use of banners, balloons, streamers, pennants, and other similar signage in any
34 district may be allowed provided that the media will not be located on any sidewalk or bikeway if
35 one is present or in any public right-of-way. The signs cannot be erected more than 7 days before
36 the event and must be removed within 1 day after the event. The property owner must grant
37 permission in writing for the placement of the sign/media. The sign/media, will not be located
38 closer than ten feet to an adjacent property; driveway, and will not cause a hazard to traffic or
39 adjoining properties. This type of sign/media shall require a permit and shall not exceed 12 square
40 feet in area on one side or 24 square feet on all sides.

41 **Sec. 66.0730 Residential Districts Signage with Permit**

42 The following signs are permitted in any residential district and are subject to the following regulations:

43 (1) Signs.

44 Signs authorized on a property are not to exceed six feet in height and 24 square feet in area on
45 one side and 48 square feet in area on all sides, placed at the entrance to a subdivision or
46 development. The sign shall be located no closer than ten feet to any street right-of-way, nor
47 closer than ten feet to any side or rear lot line.
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1 (2) Temporary signs.

2 Temporary signs for the purpose of designating a new building or development may be permitted
3 for a limited period of time provided that the sign shall not exceed 18 square feet in area on one
4 side and 36 square feet in area on all sides and shall be located not closer than ten feet from any
5 street right-of-way, nor closer than ten feet to any side or rear lot line. The Developer may use
6 such signage to market the development provided that the sign shall not be in place for more
7 than 60 days of the issuance of an occupancy permit. Projects covered by a development
8 agreement may specify the date for the removal of the sign.

9 (3) Other signs.

10 Signs over show windows or doors or a non-conforming business establishment not to exceed
11 eight square feet in area.

12 **Sec. 66.0731 Countryside District Signage with Permit**

13 The following on-premise signs are permitted in the CS-1 District:

14 (1) All signs permitted in the residential districts.

15 (2) On-premise signs which do not exceed 24 square feet in area. There shall be no more than one
16 such sign for each highway upon which the property faces. If attached to the building, such signs
17 shall be no higher than the roofline. If located on the ground, such signs shall not be higher than
18 eight feet above the ground.

19 (3) Ground signs which do not exceed 24 square feet in area on one side or 48 square feet on all
20 sides.

21 **Sec. 66.0732 Institutional and Park Districts Signage with Permit**

22 The following signs are permitted in the Institutional and Park districts and are subject to the following
23 regulation:

24 (1) Private and public institutional when approved by the Plan Commission.

25 (2) Signs on publicly owned land shall meet the following criteria:

26 (a) Such signs shall be securely fastened, constructed and continuously maintained in such a
27 manner as to prevent damage from the natural elements.

28 (b) Such signs shall be located in such a manner to minimize visual impacts to areas located
29 outside of the park facilities.

30 (c) Such signs shall be permitted for the sole purpose of generating funds for Village authorized
31 programs and facilities. In all cases, the overall aesthetics of the park and the surrounding
32 area shall be significant consideration in the placement and design of the signs.

33 (d) An agreement between the Village and the sign sponsor shall be executed specifying annual
34 fees and a maintenance schedule.

35 (e) Such signs shall be permitted subject to Plan Commission discretion.

36 **Sec. 66.0750 Sign Permit**

37 Application for a sign permit shall be made on forms provided by the Zoning Administrator and shall
38 contain or have attached thereto at least the following information:

39 (1) Name, address and telephone number of the applicant. Location of building, structure, or lot to
40 which or upon which the sign is to be attached or erected.

41 (2) Name of person, firm, corporation, or association erecting the sign.

42 (3) In cases where more than one business occupies a single building, the assignment of on-building
43 sign area to the various businesses shall be at the discretion of the property owner. This allocation
44 shall be specified in the Sign Application.

45 (4) Written consent of the owner or lessee of the building, structure, or land to which or upon which
46 the sign is to be affixed.

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- 1 (5) A scale drawing of such sign indicating the dimensions, the materials to be used, the colors on the
2 sign, the type of illumination, if any, and the method of construction and attachment. The drawing
3 shall be drawn at a scale no smaller than one-eighth inch equals one foot and shall be prepared,
4 signed and sealed by a registered professional engineer when required by the Zoning
5 Administrator.
- 6 (6) A scale drawing indicating the location and position of such sign in relation to nearby buildings or
7 structures. The drawing shall be at a scale no smaller than one inch equals 50 feet.
- 8 (7) Copies of any other permits required.
- 9 (8) Signs requiring state approval shall provide a copy of such approval with the sign permit
10 application.
- 11 (9) Additional information may be required by the Zoning Administrator or Plan Commission.
- 12 (10) Sign permit applications shall be filed with the Zoning Administrator who may approve or deny
13 the application, in writing, within 20 working days after submittal. A sign permit shall become
14 invalid, if work authorized under the permit has not been completed within six months of the
15 date of issuance.
- 16 (11) At the time of the filing of the application for a permit, the applicant shall furnish to the Zoning
17 Administrator the fee for the permit in accordance with the most recentky adopted version of the
18 Fee Schedule for the Village.
- 19 (12) Waiver of some requirements.
20 The Zoning Administrator may waive the requirements for certain plans, specification, data, or
21 drawings when the application is to ecute minor alterations or repairs to a sign, provided that the
22 proposed construction, alteration, or repair is sufficiently described in the application for the
23 permit.
- 24 (13) The sign permit fee will be established annually by the Village and will be delineated on the most
25 recently adopted version of the Village’s Fee Schedule.

26 **Sec. 66.0751 Construction Standards**

- 27 (1) Sign Materials.
28 Signs should be constructed predominantly of natural materials, such as rough cedar, pine or
29 other types of wood. Stained glass may also be used. Manufactured materials that give the
30 appearance of natural materials are also permitted. Signs with relief are encouraged. Supporting
31 members or braces of all signs shall be constructed of approved materials.
- 32 (2) Covering Architectural Details.
33 Signs shall not cover architectural details such as, but not limited to arches, sills, moldings,
34 cornices and transom windows. It may be required that existing signboards or sign bands be used
35 for placement of signs.
- 36 (3) Construction Standards.
37 The applicant shall be responsible for obtaining the necessary permits to comply with Village
38 and State building, electric and WisDOT Codes.
- 39 (4) Protection of the public.
40 The temporary occupancy of a sidewalk or street or other public property during construction,
41 removal, repair, alteration or maintenance of a sign is permitted provided the space occupied is
42 roped off, fenced off or otherwise isolated. The Zoning Administrator shall be notified at least 24
43 hours in advance of such proposed obstruction.
- 44 (5) Sign Location Affecting Egress
45 No signs or any part thereof or sign anchors, braces, or guide rods shall be attached, fastened, or
46 anchored to any fire escape, fire ladder, or standpipe, and no such sign or any part of any such
47 sign or any anchor, brace or guide rod shall be erected, put up, or maintained so as to hinder or
48 prevent ingress or egress through such door, doorway, or window, or prevent the raising or
49 placing of ladders against such building by the Fire Department, as necessity may require.

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1 **Sec. 66.0752 Color and Lighting**

- 2 (1) Colors that are of the neon or fluorescent families may not be used as they do not promote the
3 historic preservation of the Village.
- 4 (2) Signs shall not resemble, imitate or approximate the shape, size, form or color of traffic signs,
5 signals or devices. Signs may be illuminated, but non-flashing.
- 6 (3) Signs in residential districts shall not be illuminated.
- 7 (4) No sign shall be illuminated except as follows:
- 8 (a) Natural illumination or background illumination from street lighting or parking lot lighting.
- 9 (b) Shielded spotlights designed to focus the light only on the sign.
- 10 (c) The maximum permitted illumination on the face shall not exceed five foot-candles.
- 11 (d) “Halo” lit/reverse channel letter signage, i.e., aluminum faces and sides, (returns), mounted
12 on “stand-offs” away from the wall which project LED’s to the wall surface giving the sign
13 a “halo” effect, are allowed with a permit. (*Amended Ord. No. 271-012820*)
- 14 (5) Searchlights may not be used in the Village without a permit. The Plan Commission may permit
15 the temporary use of a searchlight for advertising purposes in business districts, provided that
16 the searchlight will not be located in any public right-of-way, will not be located closer than
17 twenty feet to an adjacent property, and will not cause a hazard to traffic or adjoining properties.
18 Searchlight permits shall not be granted for a period of more than five days in any six-month
19 period. If, however, representatives of federal, state or local government agencies wish to
20 operate a searchlight in the Village for official business, no permit will be required.

21 **Sec. 66.0753 Measuring Signs**

- 22 (1) Area of Sign.
23 Measurement of sign area shall be calculated as the sum of the area within the smallest regular
24 rectangle that will encompass all elements of the actual sign face, including any writing, logos,
25 representations, emblems, or any figures or similar characters, together with any material
26 forming an integral part of the display or forming the backing surface or background on which the
27 message or symbols are displayed.
- 28 (2) Wall Sign.
29 For a sign painted on or applied to a building or to a freestanding wall, the area shall be considered
30 to include all lettering, wording, and accompanying designs or symbols, together with any
31 background of a different color than the natural color, or finish material of the building or
32 architectural wall. The architectural wall shall be subject to Plan Commission approval of the site
33 and landscaping plan. The main supporting sign structure (i.e., brackets, posts, foundation, etc.)
34 shall not be included in the area measurement.
- 35 (3) Letter Signs.
36 The gross surface area of a skeleton letter wall sign consisting of individual letters and/or symbols
37 shall be determined by calculating the horizontal length of the combined areas of the smallest
38 rectangles, which encompass each word, letter, figure and emblem on the sign by the vertical
39 height of the outside dimensions of the whole sign.
- 40 (4) Two-sided Sign.
41 When a sign has two or more faces, the area of all faces shall be included in determining the area,
42 except that where two faces are placed back to back and the angle between the faces measures
43 45 degrees or less, the total sign area shall be computed by measuring the square footage of a
44 single face. When the angle between sign faces measures greater than 45 degrees, the total sign
45 area shall be computed by adding the square footage of each face.
- 46 (5) Sign height.
47 Maximum or minimum sign height shall be measured from the ground surface adjacent to the
48 center of the bottom of the structure supporting the sign to the top of the sign surface being
49 regulated.
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1 (6) Length of Lineal Building Front Foot.

2 The length of the front wall of the building adjacent and parallel or closely parallel to any abutting
3 street or public right-of-way. If the building is located on a corner lot then the side of the building
4 used for addressing purposes shall be deemed the front of the building. If the front of the building
5 is uneven then that portion of the building that is adjacent and parallel to the abutting street that
6 is within 25 feet of the primary front wall shall be included in the total length of the lineal building
7 front foot.

8 **Sec. 66.0754 Maintenance of Signs**

9 (1) Maintenance and repair.

10 Every sign, including, but not limited to those signs for which permits are required, shall be
11 maintained in safe, presentable, and good structural condition at all times, including replacement
12 of defective parts, painting (except when a weathered or natural surface is intended), repainting,
13 cleaning, and other acts required for the maintenance of such sign.

14 (2) Compliance standards.

15 The Zoning Administrator shall require compliance with all standards of this section. If the sign is
16 not modified to comply with the standards outlined in this section, the Zoning Administrator shall
17 require its removal in accordance with subsection (4) of this section.

18 (3) Abandoned signs.

19 All signs or messages shall be removed by the owner or lessee of the premises upon which an on-
20 premise sign is located when the business it advertises is no longer conducted or, for an off-
21 premise sign, when the lease payment and rental income are no longer provided, unless there is
22 evidence that the owner or agent is marketing the property for sale or lease. If the owner or lessee
23 fails to remove the sign, the Zoning Administrator shall give the owner 30 days written notice to
24 remove such sign. Upon failure of the owner or lessee to comply with this notice, the Village may
25 cause the sign to be removed and all costs of such removal shall be collected as a special
26 assessment on the next succeeding tax roll.

27 (4) Deteriorated or dilapidated signs.

28 The Zoning Administrator shall give the owner or lessee of any premises on which a deteriorated
29 or dilapidated sign is located, 60 days written notice to repair any deteriorated or dilapidated
30 signs and remove such condition, without enlarging or structurally altering such signs.

31 (a) If it is determined that such deteriorated or dilapidated signs cannot be repaired without
32 structurally altering or changing the sign, then the owner or lessee of such sign shall obtain
33 a permit from the Zoning Administrator for such changes or alterations.

34 (b) Upon failure of the owner or lessee to comply with the notice set forth in subsection (c) of
35 this section, or in the event of the failure of the owner or lessee to obtain a permit as set
36 forth in section 66.0750, the Village may cause the sign to be removed and all costs of such
37 removal shall be collected as a special assessment on the next succeeding tax roll.

38 **Sec. 66.0770 Prohibited Signs**

39 The following signs are prohibited in all districts:

40 (1) Abandoned signs.

41 (2) Any sign advertising or identifying a business or organization, which is either defunct or no longer
42 located on the premises. Exceptions are granted to landmark signs, which may be preserved and
43 maintained even if they no longer pertain to the present use of the premises.

44 (3) Flashing, alternating, rotating or swinging signs or devices, whether illuminated or not, visible
45 from the right-of-way.

46 (4) Floodlighted or reflection illuminated signs for which the light source is positioned so that its light
47 source is visible from a public right-of-way by vehicular traffic, or for which the light source is
48 visible from adjoining property.

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- 1 (5) Internally illuminated signs, and neon signs other than OPEN signs.
- 2 (6) Flashing signs, signs with an intermittent or flashing light source, signs containing moving parts,
3 and signs containing reflective elements, which sparkle or twinkle in the sunlight.
- 4 (7) Electronic message centers, variable message signs that utilize computer generated messages or
5 some other electronic means of changing copy, including displays using incandescent lamps,
6 LED's, LCD's or a flipper matrix.
- 7 (8) Unclassified signs:
 - 8 (a) Signs that are a hazard or dangerous distraction to vehicular traffic or a nuisance to
9 adjoining residential property.
 - 10 (b) No sign shall resemble, imitate or approximate the shape, size, form or color of a traffic
11 sign, signal or device.
 - 12 (c) No sign shall be located to interfere with the visibility or effectiveness of any official traffic
13 sign or signal or with driver vision at the access point of any intersection.
 - 14 (d) No sign shall be erected, relocated or maintained to prevent free ingress or egress from any
15 door, window or fire escape, and no sign shall be attached to a standpipe, fire escape or
16 utility pole.
 - 17 (e) No sign shall contain, include or be illuminated by flashing light or by any light directed
18 toward a neighboring residence, roads or highways.
 - 19 (f) No sign shall contain, include or be composed of any conspicuous animated part.
 - 20 (g) No sign shall be painted on rocks or affixed to trees or any public infrastructure such as
21 utility poles, street signs or similar equipment, including truck bodies, furniture, yard art,
22 mailboxes, school bus waiting shelters, or similar objects not designed to support a ground
23 sign. *(Amended 6/20/23 – Ord. No. 2023-004)*
- 24 (9) Inflatable advertising devices or signs.
- 25 (10) Murals shall be a conditional use and shall be reviewed and approved by the Plan Commission for
26 location, size and material only without regard to artistic content and shall be limited to no more
27 than 24 square feet.
- 28 (11) Billboard signs larger than the maximum permitted square footage per face.
- 29 (12) Signs taller than eight feet in height.
- 30 (13) A "V" sign shall be prohibited unless the backs of both signs display no letters or symbols and are
31 landscaped to screen their backsides.
- 32 (14) Reflective lights.
- 33 (15) Mobile signs unless permitted as a temporary use.
- 34 (16) No sign shall be located, erected, moved, reconstructed, extended, enlarged, converted or
35 structurally altered in the Wetland W-1 District.
- 36 (17) Short-Term Rental Signage. No property with a non-conforming use or detached single family
37 dwelling in the R-1, R-2, R-3, or CS-1 Districts that is used for short-term rentals shall have a sign
38 erected on it advertising the name of the short-term rental or the availability thereof. *(Amended*
39 *6/20/23 – Ord. No. 2023-004)*

40 **Sec. 66.0780 Legal Non-conforming Signs**

41 (1) Notification of non-conformance.

42 Upon determination that a sign is non-conforming, the sign administrator shall use reasonable
43 efforts to so notify, in writing, the user or owner of the property on which the sign is located of
44 the following:

- 45 (a) The sign's non-conformity.
- 46 (b) Whether the sign is eligible for characterization as a legal non-conforming sign or is
47 unlawful.

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1 (2) Signs eligible for characterization as legal non-conforming.

2 Any sign located within the Village limits or located in an area annexed to the Village hereafter,
3 which does not conform to the provisions of this chapter, is eligible for characterization as a legal
4 non-conforming sign and is permitted, providing it also meets the following requirements:

- 5 (a) The sign was covered by a sign permit prior to the date of adoption of the prior Zoning
6 Ordinance, this Code or an amendment.
- 7 (b) If no permit was required by the Village at the time the sign was erected, and the sign was
8 not changed or altered after the effective date of this Code or a prior Zoning Ordinance in
9 a manner that under this chapter would have caused a loss of non-conforming status.
- 10 (c) An existing sign located closer than ten feet to the street right-of-way in the B-3 District
11 shall not be deemed non-conforming solely on that basis.

12 (3) Loss of legal non-conforming status.

13 A sign loses its legal non-conforming status when any one of the following occurs:

- 14 (a) The sign is structurally altered in any way, except for normal maintenance or repair, which
15 tends to or makes the sign less in compliance with the requirements of this section then it
16 was before alteration.
- 17 (b) The sign is damaged to such an extent that the cost to repair or reconstruct such sign
18 exceeds 50% of the assessed value of the sign.
- 19 (c) The design, logo or wording of the sign is altered.
- 20 (d) The replacement of a non-conforming sign with an identical sign may be allowed, subject
21 to obtaining a permit. The new sign must utilize permitted materials.

22 (4) Legal non-conforming sign maintenance and repair.

23 Nothing in this section shall relieve the owner or user of a legal non-conforming sign, or the owner
24 of the property in which the sign is located, from the provisions of this section regarding safety,
25 maintenance and repair of the sign. All work, including repainting, requires a permit.

26 **Sec. 66.0790 Historic Signs**

27 (1) Signs of historic significance which make a contribution to the cultural or historic quality of the
28 Village because of their unique construction materials or unique design, unusual age, prominent
29 location within the Village, or unique craftsmanship from another period of time may be
30 exempted from any or all size, height, animation, lighting, or setback requirements of the section,
31 when the Plan Commission finds that the following conditions exist:

- 32 (a) The sign is of exemplary technology, craftsmanship, or design of the period in which it was
33 constructed; uses historic sign materials (wood, metal, or paint applied directly to a
34 building) and means of illumination (neon or incandescent fixtures); and is not significantly
35 altered from its historic period. If the sign has been altered, it must be restored to its historic
36 function and appearance.
- 37 (b) The sign is integrated into the architecture of a period building.
38 A sign not meeting the criteria listed above may be considered if it demonstrates
39 extraordinary aesthetic quality, creativity or innovation in design.
- 40 (c) Historic signs are exempt from the requirements of Sec. 66.0780 - Legal Non-Conforming
41 Signs.

42 **Sec. 66.0791 Compliance**

43 Except as otherwise authorized, no sign visible from a state or county road, from any Village street,
44 from a private street, from a public parking lot, from a private parking lot, from the water or from any
45 adjacent property shall be located, erected, moved, repainted with different colors, reconstructed,
46 extended, enlarged or structurally altered, including the placement of various components of the sign,
47 until a permit has been reviewed and approved by the Plan Commission or designated representative
48 and a permit has been issued to the property owner or building occupant by the Zoning Administrator.

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- 1 Signs located on a property or location with multiple buildings or businesses under common or
- 2 separate ownership shall not be exempt from the requirements of this Code. Additions to and
- 3 alterations of existing signs and support structures require a new permit.

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SECTION 800 - PERFORMANCE STANDARDS

2 **Sec. 66.0801 Compliance**

3 This section of the Zoning Code permits specific uses in specific districts; and these performance
4 standards are designed to limit, restrict and prohibit the effects of those uses outside their premises
5 or district. All structures, land, air and waters shall, hereafter, in addition to their use and site
6 regulations, comply with the following performance standards.

7 **Sec. 66.0802 Air Pollution**

8 No person or activity shall emit any fly ash, dust, particulate matter, fumes, vapors, mists or gases in
9 such quantities that would constitute a nuisance to surrounding property owners. Dust and other types
10 of pollution borne by the wind from such sources as storage areas, yards and roads within lot
11 boundaries shall be kept to a minimum by appropriate landscaping, paving, fencing or other acceptable
12 means. The release of materials intrinsically odorous or capable of being odorous, by either bacterial
13 decomposition or chemical reaction, which renders it perceptible from beyond the lot, shall be
14 prohibited.

15 **Sec. 66.0803 Fire and Explosive Hazards**

- 16 (1) All activities involving the utilization, processing, or storage of flammable or explosive materials
17 shall be provided with adequate safety devices against the hazard of fire and explosion and with
18 adequate firefighting and fire-suppression equipment and devices that are standard in the
19 industry and approved by the Sister Bay Liberty Grove Fire Chief or designee.
- 20 (2) All materials that range from active to intense burning shall be utilized, processed or stored only
21 within completely enclosed buildings, which have incombustible exterior walls and an automatic
22 fire extinguishing systems. Storage of flammable and explosive material, except as prohibited by
23 subsection (3), shall be in accordance with the requirements of Chapter COMM. 10 of the
24 Wisconsin Administrative Code and the requirements of Chapter NFPA 30.
- 25 (3) Notwithstanding the requirements of subsection (2) the storage or sale of fireworks as regulated
26 by Wis. Stats., §167.10 shall not be permitted in the B-1, B-2 or B-3 zoning districts except as listed
27 below:
- 28 (4) An agent of the Village of Sister Bay with the appropriate Village issued permit for a fireworks
29 display done in conjunction with a Village festival or Village event may store fireworks for not
30 more than 96 hours consistent with the storage requirements in Wis. Stats., §167.10.

31 **Sec. 66.0804 Heat**

32 No activity shall emit heat that is measurable outside its premises except activities, which may emit
33 direct or sky reflected heat, which shall not be felt outside their district. All operations producing
34 intense heat shall be conducted within a completely enclosed building.

35 **Sec. 66.0805 Water Quality Protection**

36 No activity shall locate, store, discharge, or permit the discharge of any treated, untreated, or
37 inadequately treated liquid, gaseous, or solid materials of such nature, quantity, obnoxiousness,
38 toxicity, or temperature that might run off, seep, percolate, or wash into surface or subsurface waters
39 so as to contaminate, pollute, or harm such waters or cause nuisances such as objectionable shore
40 deposits, floating or submerged debris, oil or scum, color, odor, taste, or unsightliness or be harmful
41 to human, animal, plant, or aquatic life. In addition, no activity shall withdraw water or discharge any
42 liquid or solid materials to exceed, or contribute toward the exceeding of the minimum standards set
43 forth in chapter NR 102 of the Wisconsin Administrative Code. No use shall discharge across the
44 boundaries of the subject property, or through percolation into the subsoil, toxic or noxious material
45 in such concentration as to be detrimental to or endanger the public health, safety, comfort and

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1 welfare or cause injury or damage to any property or business. No use shall discharge at any point into
2 any public or private sewage disposal system or stream, or into the ground, any liquid or solid material,
3 except in accordance with the regulations of the Wisconsin Department of Natural Resources.

4 **Sec. 66.0806 Radioactivity and Electrical Disturbances**

5 No activity shall emit radioactivity or electrical disturbances outside its premise that affect the use of
6 neighboring premises.

7 **Sec. 66.0807 Vibration**

8 No activity in any district shall emit vibrations, which are discernible by the Zoning Administrator
9 without instruments outside its premises. Any construction or utility installation activity that requires
10 blasting of rock shall require a notification plan for neighboring properties and the issuance of a permit
11 by the Zoning Administrator.

12 **Sec. 66.0808 Noise**

13 Any activity or operation of any use producing noise, other than ordinary vehicular noise, shall be
14 conducted so that no noise from the activity or operation shall exceed the following limits at the lot
15 line on which the noise is emanating for a duration of thirty (30) seconds or longer: All districts except
16 (P-1), variable noises at or above 75 decibels. (*Amended Ord. 310-122022*)

17 **Sec. 66.0809 Outdoor Lighting**

18 (1) Purpose and intent:

19 This section regulates all outdoor lighting installed on residential, business and institutional sites,
20 both publicly and privately owned within the Village, with the exception of outdoor lighting on
21 public streets, public bikeways and public walkways. The purpose of this section is to create
22 standards for outdoor lighting that do not interfere with the reasonable use of residential,
23 business and institutional sites, that prevent light trespass and conserve energy yet maintain night
24 time safety. If outdoor lighting is installed, it shall be in conformance with the provisions of this
25 section of the Municipal Code, the Building Code and all other codes and regulations as applicable,
26 and under appropriate permit and inspection.

27 (2) General requirements:

- 28 (a) All outdoor lighting fixtures installed November 13, 2004 and thereafter maintained upon
29 private or public residential, business, and institutional property shall comply with the
30 following:
- 31 1. The maximum allowable light trespass shall be 0.5 horizontal foot-candles four feet
32 above ground. The point of measurement of this offending light shall be at the
33 property line for residential, commercial, institutional or public use. The measurement
34 shall not include any ambient natural light.
 - 35 2. Light sources shall be shielded or installed so that there is not a direct line of sight
36 between the light source and its reflection and at a point five feet or higher above the
37 ground of adjacent property and public streets. The light source shall not be of such
38 intensity to cause discomfort or annoyance.
 - 39 3. Any outdoor lighting fixture installed on a parking lot shall use metal halide lamps.
 - 40 4. The lighting system shall be extinguished or reduced to fifty percent no later than
41 thirty minutes after the close of business for the day. The fifty percent reduction shall
42 be applied to the entire lot or structure.
 - 43 5. All lamp types utilized for search lighting shall not be allowed. Outdoor lighting fixtures
44 used to illuminate sports fields and tennis courts shall be reduced by 50% past 10:00
45 PM.
 - 46 6. Flashing, flickering, and other distracting lighting, which may distract motorists is
47 prohibited.
- 48

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- 7. Light fixtures shall not be permitted within required buffer yards.
- 8. All outdoor fixtures installed prior to November 13, 2004 shall be exempt from this section except as follows: If any modifications, construction or changes to an existing outdoor lighting fixture system is proposed to affect fifty percent or more of the total number of fixtures, then all fixtures shall comply with the provisions of this section.

- (b) All outdoor lighting fixtures installed on R-2 residential projects or sites shall conform to subsection (4)(a) herein. All outdoor lighting fixtures shall be maintained according to materials initially submitted to the Plan Commission. Trees and shrubbery shall not be located where they significantly reduce or block parking lot or roadway lighting. Outdoor lighting fixtures may be used to illuminate buildings and structures; recreational areas, sports fields and tennis courts, parking lots, parking structures, garages, landscape areas, product display areas, building overheads and open canopies. Outdoor lighting fixtures may be installed to provide building and parking lot security.

(3) Specific design requirements

- (a) A lighting system for parking facilities and outdoor merchandising areas in commercial, institutional, agricultural, and recreational areas shall be designed to provide the lighting intensities and uniformities described as follows:

- 1. Open Parking Facilities. The illumination requirements of an open parking facility depend on the amount of usage the facility receives. Three levels of activity shall be established as High, Medium and Low, reflecting both traffic and pedestrian activity.

The following examples are nonexclusive and include:

- a. High Activity Facilities: Facilities where athletic events or major cultural or civic events are conducted.
- b. Medium Activity Facilities: Shopping centers, retail parking areas, hospital and clinic parking, cultural civic or recreational events and fast food facilities.
- c. Low Activity Facilities: Employee parking, educational facilities, office buildings and church parking areas.

- (4) An outdoor lighting system for illuminating buildings and structures shall have a maximum connected lighting load of five watts per lineal foot. Watts shall mean lamp wattage and ballast consumption.

- (a) An R-2 residential site shall be lighted to provide at least .25 foot-candle on any surface in the lot with an average illumination level of at least .75 foot-candles.
- (b) Outdoor light fixtures shall be designed and installed to minimize light trespass. The uniformity ratio between the average illumination and minimum illumination shall be no greater than 4:1.
- (c) For an outdoor merchandising area, the maximum level in 75% of the lot shall not exceed 20 foot-candles. A contiguous area not to exceed 25% of the lot may be illuminated to a level, which shall not exceed 40 foot-candles.
- (d) The maximum illumination level under an outdoor canopy shall not exceed 20 foot-candles at any point.
- (e) Lighting systems that project light upwards such as architectural and sign lighting shall be designed to minimize the amount of light that does not illuminate the target area.

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Horizontal Illumination Required for Parking Facilities

Open Parking Facilities

<i>General Parking & Pedestrian Area</i>				<i>Vehicle Use Area (Driveway)</i>			
<i>Level</i>	<i>*Min. Foot-Candles (FC) on Pavem.</i>	<i>Max. Av. (FC) on Pavem.</i>	<i>*Max. Uniform Ratio (Ave.-Min)</i>	<i>**Max. Watts Sq. Foot Light Load</i>	<i>*Min. Foot-Candles on Pavem.</i>	<i>Max. Ave. Foot-Candles on Pavem.</i>	<i>*Maximum Uniformity Ratio (Ave-Min)</i>
High	0.6 FC	3.75 FC	5:1	0.12	.67 FC	2.5 FC	5:1
Med	0.4 FC	2.5 FC	5:1	0.1	.33 FC	1.5 FC	5:1
Low	0.2 FC	1.5 FC	5:1	0.08	.125 FC	1.0 FC	5:1

Covered Parking Facilities

<i>Areas</i>	<i>Min. Foot-Candles Average on Pavement</i>	<i>Min. Foot-Candles on Pavement</i>	<i>Max. Av Foot-Candles on Pavem.</i>	<i>Max. Uniformity Ratio (Ave.-Min.)</i>	<i>Max. Watts/Sq. Ft. Lighting Load</i>
General Parking/ Pedestrian Area	5 FC	1.25 FC	9 FC	4:1	0.2
Private Controlled Entry Parking	3 FC	.75 FC	6 FC	4:1	0.2

*Not mandatory within 4 feet of edge of pavement

** Not mandatory for driveways

“Watts” shall mean lamp wattage and ballast consumption.

(5) Approval procedures.

Any person desiring to install outdoor lighting fixtures shall submit to the Zoning Administrator and Village Engineer the following materials for review:

- (b) A catalog page, cut sheet or photograph of the lighting fixtures, including the mounting method.
- (b) A photometric data test report of the proposed lighting fixture graphically showing the lighting distribution in all angles vertically and horizontally around the fixture.
- (c) A plot plan showing the location of all outdoor lighting fixtures proposed, the mounting or installation height, the overall illumination levels and uniformities and the point where 0.5 horizontal foot-candles occurs on the property or adjacent property at a distance four feet above the ground. This may be accomplished by means of an isolux curve or computer printout projecting the illumination levels.

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- (d) A graphic depiction of the lighting fixture’s lamp concealment and light cutoff angles.
- (e) Upon review of the material described above, the Zoning Administrator and Village Engineer may authorize the installation of outdoor lighting fixtures.

(6) Supplemental Information

The following table provides a reference point for visualizing low-level foot-candles. A 4-watt night lamp was used to determine the listed values. The used light meter’s lowest measurable reading is 0.1 FC (with +/- 5% accuracy). Readings were taken 8-inches below the 4-watt lamp.

<i>Reading Location</i>	<i>Foot-Candle (FC)</i>
At Lamp	1.5 FC
1-Foot	0.9 FC
2-Foot	0.2 FC
3-Foot	> 0.1 FC < 0.2 FC
46-inch	0.1 FC
> 46-inch	>0.0 FC < 0.1 FC

Sec. 66.0810 Outdoor Entertainment Facilities *(Created 12/20/22 - Ordinance No. 310-122022)*

(1) Purpose and intent:

In order to maintain order, limit noise disturbances, and ensure that adequate parking is provided for outdoor entertainment facilities, Village officials believe it is in the best interest of the members of the public to enact regulations which state that as of December 20, 2022 newly created outdoor entertainment facilities will only be allowed as a Conditional Use in the B-1, B-3 and P-1 Districts.

(2) General Requirements:

If a Conditional Use Permit is issued for an outdoor entertainment facility in any of the previously mentioned zoning districts after December 20, 2022, the following conditions will automatically be imposed:

- (a) The perimeter of all outdoor entertainment areas shall be physically delineated above ground by means of a fence, gate, landscaping or other barrier approved by the Zoning Administrator.
- (b) No entertainment, sales, or service shall occur outside the building or the delineated entertainment area.
- (c) All outdoor activities generating noise above 75 dBa shall cease by 10:00 PM. Nothing in this section shall prohibit indoor activities from occurring past 10:00 PM. Compliance with other noise regulations enumerated in the Municipal Code shall be applicable.
- (d) Parking shall be provided on site and the operation is not eligible for a parking adjustment per Sec. 66.0404.
- (e) Parking shall be calculated at a rate of one space per 100 square feet of outdoor entertainment space.

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SECTION 900 - NON-CONFORMING USES, STRUCTURES AND LOTS

Note: *This entire section was revised by Ordinance 171-071310.*

Sec. 66.0900 Non-Conforming Use Definitions

The following definitions and categories shall apply to non-conforming uses and structures.

- Detrimental non-conformities are those that have a negative impact on the health and safety of the public. Detrimental non-conformities have the potential for harm.
- Benign non-conformities are those that do not have a negative impact on the health and safety of the public, but may have a negative impact on public welfare.
- Health and Safety of the Public is the protection from injury, illness, danger and other harm.
- Public welfare is the protection from nuisances, economic interest, convenience, community character and the vision expressed in the Village’s Smart Growth Plan.

(1) Detrimental Non-conforming Uses.

Detrimental non-conforming uses are those non-conforming uses, which are not compatible with permitted uses in the zoning district and which, if permitted to continue or expand, would have a detrimental effect on those uses permitted in the zone. Detrimental non-conforming uses shall include the following:

- (a) Commercial and industrial uses in residential and institutional zones.
- (b) Industrial uses in commercial zones.
- (c) In commercial zones, residential uses not specifically permitted in the zone

(2) Benign Non-conforming Uses:

Benign non-conforming uses are those uses other than detrimental non-conforming uses, which are generally not detrimental in the zone where they are located and include the following:

- (a) In residential zones, those non-conforming residential uses which do not conform to the population density standards for the zone in which they are located.
- (b) In commercial zones, those non-conforming uses which are of the same general type as those uses permitted in the zone and are determined by the Plan Commission to be not incompatible with permitted uses.

Sec. 66.0901 Existing Non-Conforming Uses

The lawful non-conforming use of land or water; or a lawful non-conforming use on a conforming or non-conforming lot which existed at the time of the adoption or amendment of this chapter may be continued, although the use does not conform with the provisions of this chapter; however,

(1) Expansion prohibited.

Only that portion of the land or water in actual use may be so continued and the use may not be extended, enlarged, substituted or moved; except when required to do so by law or order or so as to comply with the provisions of this chapter. The expansion of parking or loading space to conform to the code is permitted.

(2) Discontinuance.

If such non-conforming use is discontinued or terminated for a period of 12 consecutive months, any future use of the land or water shall conform to the provisions of this chapter. When a portion of a non-conforming use ceases on a portion of the land or water that portion of the non-conforming use shall be terminated.

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1 (3) Burden of proof.

2 The owners of property claiming to have a legal non-conforming use or a lawful conditional use,
3 have the burden to prove that such use is in fact a non-conforming use or lawful conditional use
4 in accordance with Section 66.0922 of this Chapter.

5 (4) Changes and substitutions.

6 A non-conforming use of land may be changed to a less intense non-conforming use with the
7 approval of a Conditional Use Permit by the Plan Commission when it can be demonstrated that
8 the new use is in fact less detrimental to the other uses in the area.

9 (a) Once a non-conforming use has been changed to conform, it shall not revert to a non-
10 conforming use.

11 (b) Once the Plan Commission has permitted the substitution of a less restrictive non-
12 conforming use for an existing non-conforming use, the substituted use shall lose its status
13 as a legal non-conforming use and become subject to all the conditions required by the Plan
14 Commission.

15 (5) Multiple Occupancy Developments are a grouping of residential rental units on the same lot that
16 pre-dated the Village adopting zoning regulations and do not meet the definition of hotel, motel
17 or condominium. These uses are not listed in a specific zoning district and are regulated by
18 Conditional Use Permit. There are two types of multiple occupancy developments:

19 (a) Multiple Occupancy Development, Short-Term – in which the units are rented on a
20 transient basis; and,

21 (b) Multiple Occupancy Development, Long-Term – in which the units are rented for periods of
22 thirty (30) consecutive days or more.

23 (6) All units in Short-Term Multiple Occupancy Developments which predated zoning, and in which
24 such rentals were not discontinued for twelve months or more can continue to be rented, but any
25 expansion of the use may only be authorized by Conditional Use Permit. Said units can continue
26 to be rented as they were prior to Act 59, but proof of said rental history shall be provided to the
27 Village so as to determine the intensity of the non-conforming use. Since the use cannot be
28 enlarged or extended, the number of days the development can be rented is limited to the
29 number of days in a calendar year it was rented prior to the adoption of Act 59. The non-
30 conforming use must still comply with the Municipal Code, Chapter 18, Business Regulation.

31 (7) Units in Long-Term Multiple Occupancy Developments cannot be rented for periods of time less
32 than thirty consecutive days, but if a primary dwelling exists within the development, that one
33 dwelling alone can be utilized as a short-term rental. If more than one unit in a long-term multiple
34 occupancy development were to be rented for periods of less than thirty days, the entire property
35 would have to transition to a Short-Term Multiple Occupancy Development.

36 *(Amended 6/20/23 – Ord. No. 2023-004)*

37 **Sec. 66.0902 Conforming Structures on Non-Conforming Lots**

38 (1) Continued use allowed.

39 The use of a conforming structure existing at the time of the adoption or amendment of this
40 chapter may be continued although the lot area or lot width does not conform to the
41 requirements of this chapter.

42 (2) Additions and enlargements.

43 Additions and enlargements to the conforming structures are permitted and shall conform to the
44 established building setback, height, parking, loading and access provisions of this chapter.

45 (3) Existing structures on non-conforming lots.

46 Existing conforming structures on non-conforming lots, which are damaged or destroyed by fire,
47 explosion, flood, or other calamity, may be reconstructed and shall conform to the established
48 building setback, height, parking, loading, and access provisions of this chapter.

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1 **Sec. 66.0910 Non-Conforming Structure Definitions**

2 The following definitions and categories shall apply to non-conforming structures:

- 3 (1) Detrimental non-conformities are those that have a negative impact on the health and safety of
4 the public. Detrimental non-conformities have the potential for harm.
5 (2) Benign non-conformities are those that do not have a negative impact on the health and safety
6 of the public, but may have a negative impact on public welfare.
7 (3) Health and Safety of the Public is the protection from injury, illness, danger and other harm.
8 (4) Public welfare is the protection from nuisances, economic interest, convenience, community
9 character and the vision expressed in the Village’s Smart Growth Plan.

10 (5) Detrimental Non-conforming Structures.

11 Detrimental non-conforming structures are those designed for detrimental uses not permitted in
12 the zone and cannot be reasonably structurally altered to house a conforming use. Such
13 structures include the following:

- 14 (a) In residential and institutional zones, commercial and industrial buildings.
15 (b) In commercial zones, industrial buildings.
16 (c) In commercial zones, residential buildings not specifically permitted in the zone.

17 (6) Benign Non-conforming Structures:

18 Benign non-conforming structures are those structures other than detrimental non-conforming
19 structures, which are generally not detrimental in the zone where they are located and include
20 the following:

- 21 (a) In residential zones, buildings non-conforming by reason of being designed for residential
22 uses which are not permitted in the zone in which they are located.
23 (b) Any building other than a detrimental non-conforming building, which does not conform to
24 the height, yard, setback, parking loading, and open space requirements of the zone where
25 it is located.

26 **Sec. 66.0911 Non-Conforming Structures**

27 The use of a structure existing at the time of the adoption or amendment of this chapter may be
28 continued although the structure’s size or location does not conform to the established building
29 setback, height, parking, loading and/or access provisions of this chapter.

30 (1) Discontinuance.

31 If such use of a non-conforming structure is discontinued or terminated for a period of 12
32 consecutive months, any future use of the structure shall conform to the provisions of this
33 chapter. When the use of a portion of a non-conforming structure ceases that portion of the non-
34 conforming use shall be terminated.

35 (2) Burden of proof.

36 The owners of property claiming to have a legal non-conforming structure or a lawful conditional
37 use, have the burden to prove that such use is in fact a non-conforming structure or lawful
38 conditional use in accordance with section 66.0922 of this chapter.

39 (3) Additions and enlargements to existing detrimental non-conforming structures.

40 Detrimental non-conforming structures shall not be moved, enlarged, remodeled or modified
41 except for the purpose of making them suitable for a conforming use. A detrimental non-
42 conforming structure may be modified to permit a less intense non-conforming use with the
43 approval of a conditional use permit by the Plan Commission when it can be demonstrated that
44 the new use is in fact less detrimental to the other uses in the area.

45 (4) Additions and enlargements to existing benign non-conforming structures.

46 Benign non-conforming structures shall not be moved, enlarged or modified unless the
47 structure(s) including the additions and enlargements is/are made to conform in every respect to
48 the requirements of the zone where the structure is located. However, the Plan Commission may
49

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1 approve conditional use permits for the expansion or redevelopment of properties, which have
2 been previously developed and do not conform to the requirements in this Code, provided that
3 the expansion or redevelopment is designed for a permitted use. The conditional use permits may
4 permit deviation from the regulations, including parking requirements, when it can be found that:

- 5 (a) Strict conformance to the Zoning Code requirements would preclude viable expansion or
6 redevelopment of the site.
- 7 (b) Strict conformance to the Zoning Code would result in disorderly or illogical transitions
8 between existing and expanded areas of the site.
- 9 (c) Deviation from the Zoning Code regulations would not jeopardize the public health, safety
10 and welfare and would produce a quality built environment.
- 11 (d) De minimis deviations from a dimensional requirement or standard would not have a
12 negative impact on neighborhood character.

13 (5) Damage to existing non-conforming structures.

14 Existing benign non-conforming structures which are damaged by fire, explosion, flood, or other
15 calamity may be reconstructed and insofar as is practicable shall conform with the established
16 building setback lines along streets and the yard, height, parking, loading, and access provisions
17 of this chapter. Existing detrimental non-conforming structures which are damaged by fire,
18 explosion, flood, or other calamity to the extent that such damage is more than 50 percent of the
19 current equalized assessed value of the structure shall not be reconstructed. (*Amended Ordinance*
20 *206-100912*)

21 (6) Remodeling existing non-conforming structures.

22 Existing benign non-conforming structures, which are remodeled or reconstructed shall conform
23 to the established building setbacks, height, parking, loading, and access provisions of this
24 chapter. (*Amended Ordinance 206-100912*)

25 **Sec. 66.0920 Existing Non-Conforming Lots**

26 A lot which is located in the B-1 Business District or the R-1, R-2 and R-3 Residential Zoning Districts
27 which does not contain sufficient area to conform to the dimensional requirements of this chapter,
28 but which is at least 65 feet in width at the building line and 65 feet in width at the ordinary high-water
29 mark or rear lot line, and which is 10,000 square feet in area, may be used as a building site provided
30 that the use is permitted in the zoning district, the lot is on record in the Door County Register of Deeds
31 Office prior to November 16, 1973, and provided that the lot is in separate ownership from abutting
32 lands.

33 **Sec. 66.0921 Wetland Non-Conforming Uses**

34 Notwithstanding Wis. Stats., §62.23(7)(h), the repair, reconstruction, renovating, remodeling, or
35 expansion of a legal non-conforming structure, or any environmental control facility related to a legal
36 non-conforming structure located in the W-1 District and in existence at the time of adoption or
37 subsequent amendment of this chapter, or of an environmental control facility in existence on
38 November 13, 2004, related to that structure is permitted pursuant to Wis. Stats., §62.231(5).
39 However, Wis. Stats., §62.23(7)(h) applies to any environmental control facility that was not in
40 existence on November 13, 2004, but was in existence on the effective date of this chapter or
41 amendment.

42 **Sec. 66.0922 Interpretation and Proof of Uses**

43 The owners of property who want to alter their use that they claim is either a legal non-conforming
44 use or a lawful conditional use should apply for the alteration of the use, or the building in which it is
45 located, with the Zoning Administrator. The Zoning Administrator, after a review of Village records,
46 may require documentation of the applicant to prove his/her claim. Based upon a review of the
47 submitted documentation, the Zoning Administrator may approve or deny the applicant's claim. If
48 denied, the applicant may seek an interpretation of the matter from the Plan Commission.

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1 **Sec. 66.0923 Intensification of Non-Conforming Uses**

2 Any time a use is intensified by increasing the number of occupants, traffic, sales, or similar expansion
3 of the use, the non-conforming features of the lot, such as non-conforming driveways, parking areas,
4 signs, landscaping, open space, or other non-conformities shall be brought into compliance with this
5 Chapter. However, the intensification of a use shall not require the landowner to bring the lot into
6 conformance with the dimensional lot width and area standards of this Chapter or the setback provisions
7 of this Chapter. With respect to the intensification of a use, in no case shall a non-conforming feature
8 of a lot located in a public right-of-way be allowed to continue. *(Created 6/20/23 – Ord. No. 2023-004*

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SECTION 1000 – OTHER PERMITS AND REGULATIONS

Sec. 66.1000 Tree Cutting Regulations

(1) Tree cutting regulations:

Outside of the area delineated as the Bluff Overlay district, the purpose of tree cutting regulations applicable to the shorelands area are to protect scenic beauty, control erosion and reduce effluent and nutrient flow from the shore land.

(a) Tree cutting. Tree cutting in a strip paralleling the shoreline and extending 350 feet inland from all points along the normal high-water mark of the shoreline shall be limited in accordance with the following:

1. No more than 30 percent of the length of this strip (as measured along the ordinary high-water mark) shall be clear-cut to the depth of the strip.
2. Provided, further, that cutting of this 30 percent shall not create a clear-cut opening in this strip greater than 30 feet wide for every 100 feet of shoreline measured along the ordinary high-water mark.
3. In the remaining 70 percent length of this strip (distance measured along the ordinary high-water mark), cutting shall leave sufficient cover to screen cars, dwellings, accessory structures, except boathouses, as seen from the water and to control erosion.

(b) Special cutting plan. A special cutting plan allowing greater cutting may be permitted by the Plan Commission by issuance of a conditional use permit. In applying for such a permit, the commission may require the lot owner to submit a drawing of his/her lot including the following information: location of all structures, location of parking, and gradient of the land, existing vegetation, proposed cutting and proposed replanting. The commission may grant such a permit only if it finds that such special cutting plans:

1. Will not cause undue erosion or destruction of scenic beauty.
2. Will provide substantial shielding from the water of dwellings, accessory structures and parking area. The commission may condition such a permit upon a guarantee of tree planting by the lot owner. Such an agreement shall be enforceable in court.
3. Is consistent with accepted forest management practices.

(c) Tree topping. Tree topping which is defined as tree cutting or sculpturing where only a portion of the tree is removed to improve the view is prohibited within the shoreland area of the Village.

(2) Tree cutting regulations beyond the shoreland area.

(a) Purpose. The purpose of these regulations is to provide for the protection and preservation of the trees and woodlands of the Village beyond the shoreland area. The Village recognizes in the Village Comprehensive Plan that woodlands, wetlands and open space areas serve as wildlife habitat, flood storage areas and provide natural settings for the Village and that they should be protected. In addition, woodlands are an integral and important part of the Village's attractiveness as a residential, recreational and resort community and as such provide an important economic asset to the Village.

(b) Applicability. These tree-cutting regulations shall apply to that area of the Village in all zoning districts outside of the shore land area and Bluff Overlay District. These regulations shall apply to trees or similar woody vegetation having at least one well-defined stem at least three inches in diameter measured at a height of 4 1/2 feet above the ground. These regulations shall not apply to the removal of dead, diseased or dying trees when removed using accepted forest management practices and sound soil conservation practices or the management of an orchard.

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- 1 (c) Tree cutting provisions. Trees or similar woody vegetation shall only be removed if one or
2 more of the following conditions are present:
 - 3 1. Necessity to remove trees, which pose a safety hazard to pedestrian or vehicular traffic
4 or threaten to cause disruption of public services.
 - 5 2. Necessity to remove trees which pose a safety hazard to buildings.
 - 6 3. Necessity to remove diseased trees or trees weakened by age, storm, fire or other
7 injury.
 - 8 4. Necessity to observe good forestry practices, i.e., the number of healthy trees that a
9 given parcel of land will support.
 - 10 5. Necessity to remove trees in order to construct permitted structures and because of the
11 need for: access around the proposed structure for construction equipment; access to
12 the building site for construction equipment; essential grade changes, surface water
13 drainage and utility installations. Only those areas approved for the placement of a
14 physical improvement may be cleared of trees.
 - 15 6. Necessity for compliance with other ordinances.
 - 16 7. Necessity to provide access to sunlight for solar collectors.
- 17 (d) Special Cutting plan. As an alternative to the regulations contained in this sub-section, a
18 special cutting plan allowing greater cutting may be permitted by the Plan Commission by
19 issuance of a Conditional Use Permit. In applying for such a permit, the commission shall
20 require the lot owner to submit a drawing of his/her lot, including the following information:
21 location of parking, location of improvements, gradient of the land, existing vegetation,
22 proposed cutting and proposed replanting. The Commission may grant such a permit only if
23 it finds that such special cutting plan:
 - 24 (e) Will not cause undue erosion or destruction of scenic beauty; and
 - 25 (f) Shall be accomplished using accepted forest management practices and sound soil
26 conservation practices.
- 27 (3) Compliance with land use disturbance provisions.
28 Tree cutting shall comply with the provisions of Sec. 66.1015, Land Disturbance Regulations.

29 **Sec. 66.1015 Land Disturbance Regulations.**

- 30 (1) General design principles.
31 Control measures shall apply to all aspects of the proposed land disturbance use or activity and
32 shall be in operation during all stages of the disturbance activity. The following principles shall
33 apply to soil erosion and sediment control:
 - 34 (a) Stripping of vegetation, grading or other soil disturbance shall be done in a manner, which
35 will minimize soil erosion.
 - 36 (b) No site shall be cleared of top soil, trees and other natural features before the zoning and
37 building permits are issued. Whenever feasible, natural vegetation shall be retained and
38 protected. Only those areas approved for the placement of physical improvements may be
39 cleared. The extent of the disturbed area and the duration of its exposure shall be kept
40 within practical limits.
 - 41 (c) Temporary seeding, mulching or other suitable stabilization measures shall be used to
42 protect exposed critical areas during construction or other land disturbance.
 - 43 (d) Drainage provisions shall accommodate increased runoff resulting from modified soil and
44 surface conditions during and after development or disturbance. Water from the land
45 disturbing activity shall not create a hazard by exceeding the safe capacity of the receiving
46 water body in the area; shall not cause undue channel erosion or an undue increase in water
47 pollution by increased scour and transport of particles; shall not otherwise endanger the
48 downstream property owners or their property; and shall not cause property damage,
49 nuisance or erosion on adjacent properties. Safe capacity is defined as the rate of flow that

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1 can be handled without flooding. Such provisions shall be in addition to all existing
2 requirements. The Village Engineer shall review and approve all storm water and drainage
3 plans for the project.

4 (e) Water runoff shall be minimized and retained on the site whenever possible to facilitate
5 groundwater recharge.

6 (f) Sediment shall be retained on the site.

7 (g) Diversions, sediment basins and similar required structures shall be installed prior to any
8 on-site grading or disturbance.

9 (2) Maintenance.

10 All necessary soil erosion and sediment control measures installed under this chapter shall be
11 adequately maintained until such measures are permanently stabilized, as determined by the
12 Zoning Administrator. The Zoning Administrator shall give the applicant, upon request, a
13 certificate indicating the date on which the measures called for in the approved plans were
14 completed.

15 (3) Filling and dumping regulations.

16 In order to promote the health and safety of the Village, to protect life and property from flooding,
17 to preserve stormwater retention areas, and to ensure consistency with the comprehensive plan,
18 filling and dumping activity shall require a conditional zoning permit in the case where a building
19 permit is not required, when the filling and dumping increases the original base elevation more
20 than six inches.

21 (4) Exemptions.

22 Agricultural activities are specifically exempt from this section.

23 **Sec. 66.1020 Pier Permits**

24 (1) Definitions. The definitions contained within Wis. Stats., §30.01 are incorporated in and adopted
25 as part of this section (*Amended Ordinance 112-102505*).

26 (a) Pier. Means any structure extending into navigable waters from the shore with water on
27 both sides, built or maintained for the purpose of providing a berth for watercraft or for
28 loading or unloading cargo or passengers onto or from watercraft. Such a structure may
29 include a boat shelter, which is removed seasonally. Such a structure may include a boat
30 hoist or boatlift, and the hoist or lift may be permanent or may be removed seasonally. The
31 term “dock” shall also mean pier.

32 (b) Pre-existing Pier. A pier that has been placed in the riparian zone in the same general
33 location and with the same general size and configuration during any of the three years prior
34 to the enactment of this section is considered a pre-existing pier if it is not extended or
35 expanded after the adoption of this section dated October 25, 2005. The seasonal removal
36 of a pier does not affect its status as a permissible pre-existing pier if it is re-established in
37 substantially the same form and same general location.

38 (c) Riparian Zone. The area of water adjacent to a parcel of riparian land within which the
39 riparian owner may place structures. The riparian zone is bounded by the land and the line
40 of navigation. The side boundaries of the riparian zone are to be determined consistent with
41 Wisconsin Administrative Code Section NR 326.07.

42 (2) Permit Required.

43 (a) No riparian shall construct any pier in the Village without first having secured a permit
44 therefore from the Village. A permit is valid for the life of the pier, whether a permanent or
45 portable pier, as long as its location and construction remain substantially unchanged and
46 the pier and its use comply with the provisions of this section.

47 (b) Any required U.S. Army Corps of Engineers or Department of Natural Resources permit
48 required for the proposed pier shall be obtained prior to issuance of a pier permit from the
49 Village of Sister Bay.
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- 1 (c) The applicant for any pier used for commercial purposes, to generate revenue, or in riparian
2 zones abutting multiple-family residential housing shall make application to the Plan
3 Commission of the Village of Sister Bay for a pier permit and must meet all standards of this
4 section.
- 5 (d) A pre-existing pier, which fails to conform to the requirements of this section, is permissible
6 as a non-conforming structure. Owners of nonconforming structures may perform repairs
7 and maintenance upon the nonconforming structure without expanding the structure. A
8 permit shall be required for any modification of a pre-existing pier.

9 (3) Application for Permit.

10 All applications for a permit shall be in writing on forms provided by the Village Administrator. The
11 application shall include a copy of any permit required by the U.S. Army Corps of Engineers and/or
12 Department of Natural Resources. The application shall include the fee as established by
13 resolution of the Board of Trustees to be the same as a standard zoning permit.

14 (4) Determination of Applicability.

15 The Village may determine that the opinion of a consultant is necessary to determine whether the
16 pier proposed by the applicant meets the standards of this ordinance or may have an
17 environmental impact. In such event, the applicant shall be required to reimburse the Village for
18 all consulting fees and expenses incurred in such review.

19 (5) Standards for Pier Construction

- 20 (a) No solid pier or pier that uses rock-filled cribs as a foundation shall be allowed unless a
21 permit for such pier has been issued by the Department of Natural Resources.
- 22 (b) No pier shall totally enclose any portion of navigable waters.
- 23 (c) No pier shall be placed less than 25 feet from the side boundaries of the owner’s riparian
24 zone.
- 25 (d) No pier may include attached lighting in excess of that required in aid to navigation, or signs
26 unless they are specifically authorized in permits issued by the Department of Natural
27 Resources, Wisconsin Department of Transportation or U.S. Army Corps of Engineers. Low-
28 level pedestrian lighting shall be permitted consistent with the requirements of Section
29 66.0809.
- 30 (e) All pier materials shall be of neutral colors so that they blend in with surroundings.
- 31 (f) No roofs, canopies, decks, water slides or other construction not essential for mooring
32 watercraft shall be permitted.
- 33 (g) No pier shall unreasonably obstruct navigation or otherwise interfere with public rights in
34 navigable waters.
- 35 (h) No pier shall unreasonably interfere with the rights of other riparian’s.
- 36 (i) No pier shall be constructed or maintained with a screen or in any other manner, which
37 would trap or accumulate aquatic plants.
- 38 (j) Unless they are pre-existing, the total number of piers shall not exceed one (1) for riparian
39 zones abutting parcels with single-family dwellings and shall not exceed two (2) for riparian
40 zones abutting parcels with two-family dwellings. The total number of piers for riparian
41 zones abutting multiple-family residential developments, or common areas for
42 condominiums or residential subdivisions, shall be determined by the Plan Commission, but
43 shall not exceed the total number of dwelling units.
- 44 (k) No parcel of land shall have more than one pier. The pier shall be sized so as to
45 accommodate no more than a total of three boats or watercraft.

46 (6) Removal of Unlawful Construction.

47 Any pier that is not in compliance with the requirements of this section shall constitute an unlawful
48 obstruction to navigable waters, and the procedures for removal of such unlawful structures shall
49 be as provided in Wisconsin Statutes Section 30.13. Any pier that is not in compliance with the
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1 provisions of this section shall constitute a public nuisance and may be subject to abatement
2 procedures as provided by law.

3 (7) Enforcement; Forfeiture.

4 Any person or entity in violation of this section may be subject to the forfeiture that is delineated
5 in the most recently adopted version of the Fee Schedule for the Village, plus costs, for each
6 violation, with each day that the unlawful structure remains in place constituting a separate
7 offense. In addition, the Village may seek an order to abate the public nuisance, seek removal of
8 the unlawful structure under applicable law and may be awarded the costs of prosecution,
9 including reasonable attorney fees, for any proceeding filed hereunder.

10 (8) Conditional Use Permit.

11 (a) An applicant for a pier permit may request a conditional use permit to vary from the terms
12 of this section as will not be contrary to the public interest, where, owing to special
13 conditions, a literal enforcement of the provisions of this section will result in practical
14 difficulty or unnecessary hardship, so that the spirit shall be observed, public safety and
15 welfare secured, and substantial justice done. The request shall be handled in the same
16 manner as a conditional use permit as specified in Sec. 66.1535.

17 (b) A request for a conditional use permit from the terms of this section shall be submitted in
18 writing to the Zoning Administrator with payment to the Village of Sister Bay of the
19 conditional use fee.

20 (c) A request for a conditional use permit shall be forwarded to the Village Marina Committee,
21 which shall submit a recommendation to the Plan Commission within 30 days. Upon receipt
22 of the recommendation of the Marina Committee, the conditional use permit shall be
23 considered by the Plan Commission with a conditional use permit to be granted only upon
24 the vote of a majority of the Plan Commission members present. In considering the request
25 for variance the Plan Commission shall consider the factors set forth in Section (8)(a) hereof,
26 as well as other relevant information.

27 (d) The Plan Commission shall conduct a public hearing on the conditional use permit as required
28 under Sec. 66.1801, including notice to adjoining riparian property owners within 300
29 hundred feet of the subject property. The recommendation of the Plan Commission shall be
30 forwarded to the Board of Trustees as required in Sec. 66.1535.

31 (9) Appeals.

32 (a) The applicant or any party aggrieved by a decision of the Village Administrator upon a pier
33 permit application may appeal such decision by filing a written request for appeal within 30
34 days after the determination to issue or deny the application to the Plan Commission of the
35 Village of Sister Bay, with the appeal request to be filed with the Village Clerk.

36 (b) The applicant or any party aggrieved by a decision of the Plan Commission upon a pier
37 permit application may appeal such decision by filing a written request for appeal within 30
38 days after the determination to issue or deny the application to the Board of Appeals of the
39 Village of Sister Bay, with the appeal request to be filed with the Village Clerk.

40 **Sec. 66.1025 Impact on Housing Stock**

41 (1) Purpose.

42 The purpose of these regulations is to ensure that commercial projects that create employment
43 opportunities for area residents also address the shortage of employee housing and create
44 housing opportunities given the seasonal nature of employment in the Sister Bay area.

45 (2) Definition.

46 For the purposes of this section:

47 (a) The term “housing” shall include dwelling units or rooms in hotels, motels, inns, single-
48 family housing and apartments that are in compliance with the zoning code and if
49 applicable, properly licensed by the State of Wisconsin.

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1 (3) Applicability.

2 The following standards apply to:

3 (a) All new developments in the B-1, B-2 and B-3 Districts.

4 (b) Projects in the B-1, B-2 or B-3 dDistrict that require a Certificate of Compliance.

5 (4) Requirement.

6 As a condition of site plan and zoning approval, the Plan Commission shall review the employment
7 being created by the project. The Plan Commission may give consideration to offsetting some of
8 the required employee parking if employee housing dwelling units are created on site. The Plan
9 Commission may give consideration to offsetting some of the required open space to a maximum
10 credit of 5% if employee housing dwelling units are created on site. (*Amended Ordinance 163-*
11 *030910*)

12 **Sec. 66.1030 Impact on Workforce Housing**

13 (1) Purpose.

14 The purpose of these regulations is to ensure that residential projects address the need for
15 workforce housing.

16 (2) Applicability.

17 The following standards apply to new developments in the R-2 District.

18 (3) Requirements.

19 As a condition of site plan and zoning approval, the Plan Commission shall review the number of
20 housing units being created for the project. If the Plan Commission determines that the need for
21 workforce housing remains as outlined in Chapter 3 and 4 of the 2003 Comprehensive Plan and as
22 defined in Sec. 66.0314, then the Plan Commission may make certain adjustments to the density
23 requirements delineated in Sec. 66.0312. The Plan Commission may increase the overall project
24 unit density by 0.2 units for each dwelling unit that meets the requirements of workforce housing.
25 (*Amended Ordinance 163-030910*)

26 **Sec. 66.1035 Property Addressing**

27 (1) Purpose.

28 The purpose is to establish the procedures used to implement and administer a uniform
29 addressing system in Village of Sister Bay that utilizes address numbers determined by the Door
30 County Planning Department. The basis for the assignment of property address numbers shall be
31 the Door County baseline system. (*Sections 66.1035-1025*) (*Amended Ordinance 126-051407*)

32 (2) Responsibilities.

33 The Door County Planning Department shall be responsible for assigning all property addresses
34 upon submission of the necessary information from the Village Administrator.

35 (3) Fees and Charges.

36 The Village Board shall establish such fees for the issuance of property addresses.

37 (4) Progression and Spacing of Number Lines.

38 The property addressing in the Village shall comply with a system that assigns numbers based
39 upon the following formula:

40 (a) 150 even numbers per mile (~35.2-foot intervals) on the east and north sides of roads.

41 (b) 150 odd numbers per mile (~35.2-foot intervals) on the west and south sides of roads.

42 (5) Measurement of Number Line.

43 Number lines indicating grid location with regard to the appropriate baseline shall be measured
44 to the point where the principal driveway intersects with the road. Possible exceptions may be
45 made for corner lots and double frontage lots. Adjustments may be made at time of number
46 assignment so as to maintain consistent sequencing of address numbers.

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1 (6) Property Address Application.

2 All requests for property addresses shall be completed on a Building Address Permit application
3 provided by the Village Administrator.

4 **Sec. 66.1036 Criteria for Address Number Assignment.**

5 (1) New Development.

6 Addresses are assigned prior to the issuance of a zoning permit for a principal use. Address
7 numbers shall be assigned when the principal use of a property or a driveway location has been
8 determined. Issuance of an address number may also be triggered by:

- 9 (a) Driveway permit.
- 10 (b) Requests from builders or public utilities.
- 11 (c) Field inspection.
- 12 (d) Requests from property owners.

13 (2) Accessory Building Addressing.

14 New numbers will generally not be assigned to new buildings accessory to the principal use (i.e.,
15 a new house will be assigned a number, but a detached garage or storage building will not be
16 assigned a number). Accessory buildings may be assigned a separate address if accessed by a
17 separate driveway or if accessed by the principal driveway, but housing a separate use.

18 (3) Accessory Uses.

19 An accessory use with no other accompanying principal use may also require an address.

20 (4) Driveways.

- 21 (a) Address numbers are generally required when there is a driveway (existing or proposed)
22 that serves or will serve a principal use or accessory use, as described above in 66.1036(a).
23 Address numbers shall not be assigned until a driveway location has been determined.
- 24 (b) Driveways that do not serve a principal use may not require address numbers. Door County
25 will maintain discretion in this matter.
- 26 (c) Each development or lot on a shared driveway shall be assigned an address. A summary sign
27 displaying the road name and each address shall be placed at the intersection of the
28 driveway and the road. The cost of such sign shall be paid for by the affected property
29 owners.

30 (5) Condominiums and Apartments.

- 31 (a) Each building shall be assigned one address number with each unit further identified by
32 additional numbers or letters.
- 33 (b) Townhouse and duplex units with individual driveways and entrances may be assigned
34 unique address numbers.

35 (6) Meandering Roads.

- 36 (a) Assignment of numbers shall be based on predominate road direction with the numbers per
37 mile spacing maintained (see Section 66.1035(d). Number assignment may be adjusted to
38 accommodate additional road length.
- 39 (b) Where the road makes a 90° directional change for more than one-half mile, that road
40 segment may be numbered consistent with the directional change.

41 (6) Looping Roads.

- 42 (a) For roads that begin and end on a single road, resulting in two parallel sides, the loop road
43 shall be split in half and appropriate side designations shall be given to the name of the road.
44 For example, a loop road named Circle Road might be split into North Circle Road and South
45 Circle Road. Therefore, two developments on Circle Road might have the same address
46 number, but different road names.
- 47 (b) The number range on the two sides shall be similar. An even and odd number shall abut at
48 the change of direction.
- 49 (c) Short loop roads may be addressed based on primary direction if number density allows.
50

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1 (7) Cul-de-Sacs.

2 An even and an odd number will abut at some point on the turning circle of a cul-de-sac.

3 **Sec. 66.1037 Address Sign Criteria and Placement**

4 (1) Residential Buildings.

5 All single family and two family residential buildings and all institutional buildings shall have street
6 numbers at least three inches high, placed on the exterior wall of the principal building, or
7 immediate proximity to the principal building that faces the street providing access to the building.
8 All such residential units shall also have street numbers, not less than two inches high, placed on
9 their respective mailbox if one exists.

10 (2) Multi-Family Buildings.

11 All multifamily buildings shall have street numbers at least three inches high, placed on the
12 exterior wall of the principal building that faces the street and located adjacent to the individual
13 unit entrances to the buildings.

14 (3) Business Buildings.

15 All business buildings shall have street numbers at least six inches high, placed on the exterior wall
16 of the principal building facing the street, service drive or parking lot providing access to that
17 building and located adjacent to any primary entrance door.

18 (4) Other Buildings.

19 All business structures, which have a rear service door, shall identify the occupant and the street
20 address conspicuously on the rear door in contrasting and reflective letters and numbers at least
21 six inches in height, and shall be continually maintained.

22 (5) Address Sign Placement for Buildings with Excessive Setback from the Street.

23 Buildings that are setback more than eighty (80) feet from the centerline of the street shall be
24 required to place an address sign as required below, unless a mailbox is placed where the address
25 sign would be placed. The criteria for address signs is a follows:

26 (a) Address signs shall be securely fastened. No metal fence posts are to be used for posting
27 address numbers. Alternate methods may be used where ground conditions prohibit
28 placement of a post. The Door County standard green number sign is prohibited.

29 (b) Signs shall be placed to the right side of driveways, when viewed from the road, if practical.
30 Signs may be placed to the left side of the driveway if number visibility is better
31 accomplished or if right side installation is not practical. Exceptions may be possible for
32 corner lots or double frontage lots. The sign face shall be toward the road.

33 (c) Signs shall be located not greater than twenty feet from the edge of the driveway. Variation
34 may be allowed at the Village's discretion, such as for, but not limited to, corner lots and
35 double frontage lots.

36 (d) Signs shall not be set back further than ten feet from the road right-of-way. The sign shall
37 be in a horizontal position at approximately 4.5 to 5 feet above the road level.

38 (e) The address sign numbers shall be at least three inches high.

39 (6) Sign Standardization.

40 Property owners are permitted to use any color, material, size (meeting or exceeding the
41 minimums), shape, or style of sign for the addressing as required in (a) – (e) above as long as no
42 prohibited types are used.

43 **Sec. 66.1038 Street and Road Naming**

44 (1) Administration.

45 The Plan Commission shall approve all public and private street and road names. The Plan
46 Commission may name and or rename roads when deemed appropriate. Requests for new road
47 names may come from the Village Board, land developers, or private citizens.

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1 (2) Official Street Map.

2 There is hereby established an Official Street Map of the Village of Sister Bay. The Plan Commission
3 shall designate all public and private streets on an Official Street Map. [Note Refer to Sec. 54.050
4 for the requirements of the Official Map, which is a different type of mapping.]

5 (3) Street Naming Criteria.

6 All public and private roads serving four or more principal uses or intended principal uses shall be
7 named and addressed using the following criteria:

8 (a) New road names shall be easy to pronounce and easily recognizable in emergency
9 situations. Each road name shall be unique in spelling and sound. The Plan Commission shall
10 base acceptance of a proposed road name on whether or not the proposed name is already
11 in use within the Village and seek to avoid duplicate names already in existence in the
12 County, including incorporated areas.

13 (b) Road names shall not contain hyphens.

14 (c) 1st, 2nd, etc. shall not be used.

15 (d) Alphabetical characters shall not be allowed as road names.

16 (e) New road names shall not include compass directions or abbreviated directions.

17 (f) New road names shall not exceed 18 characters in length including the road type.

18 (g) New roads that are an extension of existing roads shall maintain the same road name.

19 (4) Road Types.

20 Road type designations (Road, Lane, Circle, etc.) shall adhere to the Urban and Regional
21 Information Systems Association's (URISA) policies and procedures.

22 (5) Street Name Sign Standards.

23 The Plan Commission shall establish a standard type of sign for street names. The standard shall
24 include the sign location and type of post. No other signage shall be allowed on street name
25 signposts. All material and labor costs associated with the purchase and installation of street name
26 signs for private developments and private streets shall be borne by the property owner or
27 developer.

28 **Sec. 66.1039 County Administration of Village Numbering**

29 The Door County Planning Department shall maintain a record of all assigned addresses and of all road
30 names and their locations. The Door County Planning Department may adopt policies and practices as
31 necessary to manage the County addressing system and to ensure fulfillment of the purpose of the
32 Uniform Addressing System Ordinance.

33 **Sec. 66.1040 Property Address Reassignment Implementation**

34 (1) Any new building addresses assigned after the effective date of this ordinance shall be based upon
35 the County numbering system.

36 (2) Existing properties with addresses assigned to buildings shall be converted to the County
37 numbering system no later than April 1, 2008. Door County shall provide the Village with electronic
38 data file incorporating the existing property address, proposed property address and mailing
39 address for each property in the Village with an existing property address no later than August 1,
40 2007. Door County will be responsible for all notifications to businesses and agencies affected by
41 the wholesale conversion of Village addresses.

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SEC. 66.1050 – SITE PLAN & ARCHITECTURAL REVIEW

Sec. 66.1050 Site Plan and Architectural Review

For the purpose of promoting compatible development, stability of property values, and to prevent impairment or depreciation of property values, no person shall commence any use or erect any structure without first obtaining the approval of detailed site and architectural plans, as set forth in this section and Section 66.1050, prior to the issuance of a zoning permit. The Plan Commission shall review architectural plans and site plans showing existing and proposed structures, neighboring uses, parking areas, driveway locations, sidewalk widths and locations, loading and unloading areas, highway access, traffic generation and circulation, drainage, the utilization of landscaping, existing natural resources and the proposed operation in all districts. However, this process shall not be required in the CS-1 District, unless the development site contains wetlands as shown on either the July 1, 1992, Final Wetlands Inventory Map issued by the Wisconsin Department of Natural Resources or wet areas as shown on the Village’s latest topographic maps or woodlands as shown on the most recent aerial photos of the Village. Single-family and two-family dwellings shall not be subject to site plan and architectural review by the Plan Commission, however, if in the opinion of the Zoning Administrator, such residential plans exhibit design or appearance characteristics to require architectural review, the Zoning Administrator shall refer the application and such written opinion to the Plan Commission for review. *(Amended - Ordinance 162-011210 and Subsequently Amended - Ordinance No. 2023-008)*

(1) Principles.

To implement and define criteria for the purposes set forth above, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

(a) Through (i) - Reserved

(j) No building or use shall be permitted that would have a negative impact on the maintenance of safe and healthful conditions for the Village.

(k) Buildings and uses shall maintain existing topography, drainage patterns and vegetative cover insofar as is practical. The Plan Commission may require that drainage easements be executed.

(l) Appropriate buffers shall be provided between dissimilar uses as set forth in Sec. 66.0303(d).

(m) Buildings and uses shall provide for safe and efficient traffic circulation and driveway locations as set forth in Sec. 66.0406 (Highway Access).

(2) Fire protection and hydrants. The intent of this section is to ensure adequate water supply for fire-fighting purposes to structures and buildings. The Village Engineer and Fire Chief shall certify in writing that sufficient water flow and pressure exists to serve the project for fire protection. For the purpose of placing hydrants, normal access routes are defined as pavement, sidewalks, streets, driveways and paths leading to the building that are clear and maintained year round. The normal access route does not include grass, parking stalls, ditches, hills, shrub beds, fences, walls or any other area not typically used for ingress or egress to a building. *(Amended Ordinance 134-121107)*

(a) Buildings Where Fire Hydrants Are Required.

Any building, except single and two-family dwellings, hereafter erected, shall provide, at the owner’s expense, approved water hydrants. Hydrants shall be located so that no part of a building is more than 300 feet from an approved hydrant by normal access routes. This requirement may be modified upon written request by the owner to both the Fire Chief and Utility Manager who must both concur in writing why the modification should be

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1 permitted. The request may be approved only if the fire protection provided to the building
2 is not reduced by the modification. Required hydrants shall be free standing and shall be
3 installed not more than 50 feet or less than 25 feet from the building exterior wall. No
4 hydrant shall be placed closer than 50 feet to any other hydrant. The Fire Department Fire
5 Inspector and Utility Manager will approve the actual location of all fire hydrants. Two
6 copies of the building plans including site plan, shall be provided to the Zoning
7 Administrator for Fire Department use, in addition to any copies of building plans required
8 by the Zoning Administrator. (*Amended Ordinance 134-121107*)

9 (b) Accessibility.

10 All developments in districts other than R-1, R-3, R-4 and CS-1, the buildings, grading and
11 landscaping shall be constructed, installed and maintained in such a fashion that the Fire
12 Department can have access around the entire building(s) during the entire year. The Fire
13 Chief shall provide written confirmation of such access to the Plan Commission prior to site
14 plan approval. (*Amended Ordinance 120-061306*)

- 15 1. Buildings and uses shall be provided with adequate access to the Village's street and
16 highway system as set forth in the Municipal Code. Adequate street cross-sections
17 appropriate to the permitted use shall be provided by the developer.
- 18 2. Access onto major streets should be held to the minimum necessary to provide safe
19 and efficient traffic flow as determined by the Plan Commission.
- 20 3. Provisions shall be made for cross access between compatible business developments.
- 21 4. Primary access to business developments shall not be through residentially zoned
22 areas.
- 23 5. The Plan Commission may require that dedications of right-of-way be ecuted for the
24 public streets serving the property.

25 (3) Buildings and uses shall provide adequate parking and loading areas.

- 26 (a) No loading dock or overhead doors shall face upon a street right-of-way in business districts
27 unless no practical alternative exists.
- 28 (b) Uninterrupted parking lots along the full street frontage of business developments abutting
29 a public right-of-way are inappropriate, and will not be permitted, except where the
30 physical orientation of the lot makes it necessary. Parking should be directed to the side or
31 rear of the lot, where it is less visually intrusive. In the B-2 and B-3 Districts, none of the off-
32 street parking for business developments directly abutting a public right-of-way shall be
33 located between the front of the building and the primary abutting street. (*Amended*
34 *Ordinance 128-061207*).
- 35 (c) Each retail or service building in excess of 15,000 square feet gross floor area must
36 contribute to the establishment or enhancement of community and public spaces by
37 providing a community amenity on the premises such as a patio/seating area, water
38 feature, clock tower, or pedestrian plaza with benches. Retail buildings in excess of 30,000
39 square feet gross floor area must provide at least two of these amenities.
- 40 (d) Sidewalks shall be provided along all sides of the lot that abut a public street, and a
41 continuous internal pedestrian walkway must be provided from the perimeter public
42 sidewalk to the principal customer entrance. Sidewalks shall be at least five feet in width,
43 but wider widths may be required in commercial areas, or, widths may be reduced by a ¾
44 majority vote of the Plan Commission. If the sidewalk is to be installed by the Village, an
45 eleven-foot easement shall accommodate the sidewalk. For public safety purposes and
46 potential infrastructure needs, sidewalks shall be separated from the road curb or road
47 edge by a vegetated buffer of no less than three feet, unless a lesser separation distance is
48 approved by a ¾ majority vote of the Plan Commission. The internal pedestrian walkways
49 must be distinguished from driving surfaces with contrasting materials to enhance
50 pedestrian safety. Examples of acceptable materials include, but are not limited to special

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2 pavers, bricks, or scored concrete. A bikeway shall be provided along the side of a lot
3 designated as a bikeway route by the Village or Door County. The Plan Commission may
4 require that easements be executed for the public sidewalk and bikeway on the property.

5 (e) All signs must be designed and constructed in accordance with Section 66.0700 of the
6 Municipal Code.

7 (f) Buildings and uses shall be provided with adequate public sanitary sewer and water services
8 as approved by the appropriate utility. Storm water drainage facilities may be required. The
9 Plan Commission may require that easements be executed for water and sanitary lines on
10 the property.

11 (g) Buildings and uses shall be provided with adequate lighting installed in a manner that does
12 not interfere with users of adjacent properties.

13 (h) Buildings and uses shall be provided with dumpsters and trash receptacles in a number and
14 location appropriate for the use as determined by the Plan Commission. All dumpsters shall
15 be fenced and/or screened from view from street rights-of-way and adjacent residential
16 uses.

17 (i) The required open space shall be designed as an integral part of the site, and may not
18 include those areas required for parking, loading or other impervious surfaces. This
19 requirement does not apply to the redevelopment of sites, including, but not limited to, the
20 construction of a new building, additional buildings, a building addition or expanded parking
21 lot, which do not meet this minimum requirement at the time of the adoption of this
22 ordinance. In those cases, the minimum amount of open space may not be reduced beyond
23 that which exists on the property at the time of the adoption of this ordinance. (*Amended*
24 *Ordinance 159-120809*)

25 (j) Wetlands shall not be cleared, filled or drained if the development will result in significant
26 adverse impacts to the functional values of the affected wetlands, significant adverse
27 impacts to water quality or other environmental consequences. They shall be protected
28 within an overall development plan for the property. In order to make this determination,
29 the owner or developer of any property or properties that are involved with any of the
30 following shall have any wetland on the property, as outlined on the 1992 Final Wetland
31 Inventory Map or as subsequently identified, staked and legally described:

- 32 1. Rezoning
- 33 2. Subdivision Plat
- 34 3. Conditional Use
- 35 4. Official Map Amendment
- 36 5. Certified Survey Map
- 37 6. Building Permit

38 (k) Woodlands shall, to the greatest practical extent possible, be protected within an overall
39 development plan for the property. In order to make this determination, the owner or
40 developer of any property or properties that are involved with any of the following shall
41 have any woodland on the property, as shown on the most recent aerial photo of the
42 Village, staked, inventoried and legally described:

- 43 1. Rezoning
- 44 2. Subdivision Plat
- 45 3. Conditional Use
- 46 4. Official Map Amendment
- 47 5. Certified Survey Map
- 48 6. Building Permit

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- 1 (l) From a practical standpoint, development may occur on a cleared or restored site, with
2 appropriate governmental permits, of up to 20,000 square feet in area; if the wetland and
3 woodland property is at least five acres in area and is at least 150 feet in width.
- 4 (m) Wetlands may be used in the density calculation of a development, but in no case shall they
5 constitute more than 25 percent of the minimum lot area required.

6 (2) Sureties.

7 The Plan Commission shall impose time schedules for the completion of buildings, parking areas,
8 open space utilization, and landscaping. The Plan Commission may require appropriate sureties
9 to guarantee that improvements will be completed on schedule; as well as the approved
10 protection of the identified wetlands and woodlands on the approved plan.

11 (3) Appeals.

12 Any person or persons aggrieved by any decisions of the Plan Commission related to plan review
13 may appeal the decision to the Zoning Board of Appeals. Such appeal shall be filed with the Village
14 Clerk within 30 days after filing of the decision with the Zoning Administrator.

15 (4) Modification of Standards.

16 The Plan Commission may modify any of the above standards by a ¾-majority vote of the
17 Commissioners, but only if supplemental design elements or improvements are incorporated into
18 the project, which compensate for the modifications of the particular standard.

19 **Sec. 66.1055 Architectural Review Criteria.**

20 *(Amended Ordinance 162-011210)*

21 (1) Purpose and intent.

22 Section 66.1050 was adopted by the Village, for all zoning districts, to promote the health, safety,
23 aesthetics, and general welfare in and of the Village, by:

- 24 (a) Protecting the general appearance of buildings, structures, and open areas; and
25 Ensuring adequate light, air and privacy for property; and encouraging architectural
26 standards that promote high quality design and use of quality materials, and composition
27 of materials, that are attractive and compatible with existing buildings, and to maintain
28 property values.

29 (2) Architectural Review Board

- 30 (a) The Village shall appoint an Architectural Review Board to assist and provide
31 recommendation to the Village Plan Commission based on the conditions of the Village
32 Architectural Standards.
- 33 (b) The Village Plan Commission members shall serve as the Architectural Review Board unless
34 the Board of Trustees appoints five residents with one-year terms to serve as the
35 Architectural Review Board. Unless the Board of Trustees appoints an Architectural Review
36 Board all references in this section shall be to the Village Plan Commission.

37 (3) Architectural review process.

38 The Village Plan Commission shall be responsible and have authority to hear, review and act upon
39 proposed commercial, multi-family residential and mid-use architectural plans for new
40 construction, renovation, remodeling and restoration work, based on the provided
41 recommendation of the Architectural Review Board.

- 42 (a) Plans for architectural review shall be submitted in accord with this section and
43 administered by the Zoning Administrator.
- 44 (b) The Village Plan Commission shall not permit the design or exterior appearance, which is of
45 such unorthodox or abnormal character in relation to the surroundings as to be unsightly
46 or offensive to generally accepted taste. Additionally, the Village Plan Commission shall not
47 permit the design or exterior appearance, which is so identical with those adjoining to
48 create excessive monotony and drabness.

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1 (4) Design criteria.

2 In making its findings and determination concerning each proposed project, the Architectural
3 Review Board shall review each plan based on the conditions of the Village Architectural
4 Standards, including but not limited to the following to create:

- 5 (a) A high-quality design, composition/usage of materials, colors, and construction; and
- 6 (b) A diversity of architectural styles, building scale and massing, building roof lines and shape;
- 7 (c) A compatibility with surrounding land uses and geographic location.

8 (5) Manual of Design.

9 The Architectural Review Board shall establish a Manual of Design that includes photographs,
10 drawings and color samples that represent preferred designs. The Manual of Design shall be
11 updated periodically.

12 (6) Architectural Standards.

13 The purpose of these standards is to assist the Village Plan Commission, the Architectural Review
14 Board, and the public with a standard to achieve quality in architectural design and to create a
15 sense of place through appropriate use and composition of materials, architectural styles, and
16 land use planning and design.

17 (a) Exterior Architectural Treatment. The image of the Village is influenced to a large degree
18 by the design, character and architectural aesthetics of its buildings. Architectural
19 treatment must be addressed by the following standards:

- 20 1. Massing/Scale. The massing of a building refers to the overall size, bulk or volume of
21 space, which a building encloses. Scale is conveyed by elements or parts of the building
22 facade where doorways, windows, and details enable people to gauge its relative size
23 and character in relationship to the size of the human form.
 - 24 a. The scale of the buildings must be compatible with the overall massing and the
 - 25 individual parts of adjacent buildings, especially adjacent to residential areas.
 - 26 b. Building heights of new construction must not exceed the maximum building
 - 27 height of each zoning district.
 - 28 i. A gradual transition to the maximum building height is permitted.
 - 29 ii. The relationship between façade height and width must be maintained.
 - 30 c. Transitions between adjacent residential structures and new non-residential
 - 31 structures to be constructed must also be achieved by the incorporation of
 - 32 horizontal human-scale features in rooflines and building elevations.
 - 33 d. **Avoid creating vast blank building walls in areas visible from the street or**
 - 34 **adjacent residential areas.**
 - 35 e. Design facades must convey human-scale through fenestration, building
 - 36 articulation, or detailing.
- 37 2. Form/Proportion. The form and proportion of a building’s elevation and roof are
38 basic form-giving characteristics that are important in relating a new building to other
39 buildings and to its setting.
 - 40 a. Elements of a building must be emphasized to clearly show the division of roof and
 - 41 walls. Color, materials and/or details must be utilized to express this division.
 - 42 b. Building components and appurtenances, including doors, windows, canopies and
 - 43 trim, must maintain this proportion to each other and to the building as a whole.
- 44 3. Fenestration/Entrances. The fenestration of building facades is the orderly
45 arrangement of openings within the elevations of the building.
 - 46 a. Design openings must form a unified composition in proportion to the building
 - 47 elevation.
 - 48 b. Large blank walls, which are exposed to view, must be avoided by creating
 - 49 horizontal and vertical interest. Utilize fenestration, related detailing, and

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- 1 articulation to provide scale and relief to the building façade. These architectural
2 characteristics shall be easily identified by the viewer.
- 3 c. Oversized fenestration elements, which tend to create a monumental scale, shall
4 be avoided unless specifically required by the type of building or relationship to
5 its surroundings.
- 6 d. Building entrances must be designed to be clearly identifiable and easily
7 recognizable from parking lots and pedestrian circulation routes.
- 8 e. Design, quality of material, scale and character of a building, especially the
9 location of the entryway, must help identify its importance and be compatible
10 with entrances of adjacent buildings.
- 11 f. Hierarchy of entrances through scale, detailing, and design features must be
12 clearly expressed.
- 13 g. Entrances of freestanding buildings must be located and be clearly identifiable
14 from the adjacent street or service drive.
- 15 (b) Materials/Details. Achieve a cohesive and consistent architectural character in new
16 construction through the use of exterior building materials and details that are similar to or
17 compatible with adjacent buildings.
- 18 1. Materials must be selected to adequately suit the type of building and style in which
19 it is intended to serve.
- 20 2. Buildings must have the same materials, or those which are architecturally
21 harmonious shall be used on all building elevations and other exterior building
22 components such as dumpster facilities or other accessory structures, including
23 signage.
- 24 3. In any building in which the structural frame is exposed to public view, the structural
25 materials must also meet these standards.
- 26 4. A primary facade material must be used consistently on all building elevations to limit
27 the number of compatible secondary facade materials.
- 28 5. The sides and rear of buildings shall be as visually attractive as the front through the
29 design of roof lines, use of similar architectural detailing, and building materials.
- 30 (c) Permitted Primary Façade Materials. (Exterior building materials and features for new
31 buildings or additions.)
- 32 1. Some examples of appropriate façade materials are:
- 33 a. Brick
- 34 b. Non-reflective glass
- 35 c. Wood
- 36 d. Stucco
- 37 e. Decorative architectural tile
- 38 f. Integrally colored textured concrete
- 39 g. Natural or Cultured Stone
- 40 h. Architectural Block
- 41 2. Some examples of prohibited primary façade materials are:
- 42 a. Particleboard
- 43 b. Shingle siding (roof applications only), except for cedar shake siding
- 44 c. Wood siding, i.e., plywood paneling and T-111
- 45 d. Highly reflective or glare-producing glass with a 0.25 or greater reflective factor
- 46 e. Industrial metal panels with or without exposed fasteners
- 47 f. Concrete masonry units
- 48 g. Exposed aggregate pre-cast concrete
- 49 h. Soft Coat Exterior insulation finish systems
- 50 i. Metal

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1 (d) Exemptions.

- 2 1. Additions to existing buildings that are presently made of the prohibited building
3 materials must comply with the provisions of this section for the addition. The
4 applicant may request an exemption to allow the addition to consist of the same
5 material as the existing building. The exemption must be approved by a 3/4 majority
6 vote of the Architectural Review Board and the Plan Commission present at the
7 respective meeting and would be subject to the Architectural Review Board requiring
8 enhancements to the façade, additional landscaping, or other means to improve the
9 aesthetics of the building. The exemption will be based on examination of the
10 following criteria:
11 a. The prevailing material(s) used on buildings in the same area.
12 b. Visibility. The building should be well screened, and the Architectural Review
13 Board may require the façade of the highly visible areas be improved or screened
14 with landscaping or by other means.
15 2. An exemption to the prohibited materials may be obtained from the
16 Architectural Review Board for exceptional designs.

17 (e) Architectural Requirements. Building materials are critical in establishing the character and
18 aesthetic for the area. Buildings require appropriate and respectful attention in the
19 materials selected for facades. The following uses shall be consistent with the following
20 standards for all buildings and building complexes:

- 21 1. Building designs shall minimize the effects of size and scale by highlighting individual
22 dwelling units using separate entrances and integrating garages (for multi-family
23 buildings), use of variable roof lines, door and window openings, façade protrusions
24 or recesses, and use of porticos, overhangs, arcades, arches and outdoor patios.
25 2. Accessory structures must be compatible with the primary building in terms of its
26 character, roof shapes, building materials, colors and architectural details.
27 3. Building facades must incorporate unified and complimentary finish materials that
28 promote longevity and durability. Materials that are appropriate or prohibited are
29 defined in Sec. 66.1055(6)(3).
30 4. Colors shall be compatible, coherent and harmonious with existing materials in the
31 immediate area. Color schemes shall be used consistently throughout the property,
32 including on both the upper and lower portions of the buildings, and on all facades of
33 a building or structure. The following provisions must be adhered to unless the review
34 of the Plan Commission states otherwise.
35 5. Primary building facade colors on all four sides, including building accents, fixtures
36 and signage, must be non-reflective and subtle.
37 6. Fluorescent, day-glow and/or neon colors shall not be permitted.
38 7. Colors must be selected relative to the chosen exterior building materials since it is a
39 critical design element relating to adjacent buildings and to create a compatible visual
40 environment within an area. In general, colors must be integral to a selected material
41 rather than applied on (painted) exterior building materials.
42 8. Colors for secondary facade materials shall be compatible with the predominant
43 colors, including accent colors. When such contrasting colors are utilized, the colors
44 must not dominate the visual character of the setting.
45 9. Variation in architectural detail, mass and proportion of individual buildings may be
46 used to provide visual interest where more than one building is located on a single
47 parcel or multiple buildings, which are part of a development.
48 10. Roofs are elements of buildings, which significantly affect the architectural character.
49 The roof is vital to the overall design theme of a building since it is related to its mass,
50 scale, form, and proportion.

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- 1 11. For all visible roofs, roofing materials and construction must be high quality, such as
- 2 but not limited to, standing-seam metal, slate, cedar, or architectural shingles. Roofing
- 3 materials and shape must be compatible with the architectural style of the building
- 4 and with surrounding buildings and roofs.
- 5 12. Corner Lot Buildings. Buildings on large corner lots have a tendency to create the
- 6 appearance of a single massive building, in conflict with the goals of (f)(1)(a)
- 7 Massing/Scale. The building shall:
- 8 13. Incorporate design factors in the building footprint to step back or change the angle
- 9 of the building to reduce the appearance of a long wall and
- 10 14. Incorporate architectural features in that portion of the building to create the
- 11 appearance of a different building.
- 12 (f) Service and Utility Areas. Buildings require mechanical equipment and service areas, which
- 13 are normally unsightly and noisy. These areas include, but are not limited to, loading docks,
- 14 exterior storage areas, dumpsters and mechanical equipment such as plumbing vent stacks,
- 15 transformers, fans and cooling towers. The following standards address the treatment of
- 16 service and utility areas in order to reduce the negative visual impact of such areas:
- 17 1. All service and utility areas shall be located away from the street and concealed
- 18 from building entrances, pedestrian areas, and adjacent residential buildings.
- 19 Service areas and related mechanical equipment shall be screened (100%) with
- 20 materials to match the primary exterior materials. Trash compactors and dumpsters
- 21 shall be located adjacent to truck loading areas and screened one hundred percent
- 22 (100%) with the primary exterior materials.
- 23 2. Where dumpsters are not fully screened by the overall building envelope, the
- 24 following standards must be applied:
- 25 a. Dumpsters must be screened on all sides.
- 26 b. Dumpster enclosures must be compatible in design with the architectural style of
- 27 the primary building in terms of its scale, exterior materials used and color.
- 28 c. Dumpster enclosures must not violate the building setback and parking
- 29 requirements of the zoning district in which the enclosures are located.
- 30 3. All above-grade utility connections, vents, and other projections must be located along
- 31 exterior walls away from high visibility areas, such as front facades or pedestrian areas.
- 32 These vents also include, but are not limited to, air conditioning units, air exchangers
- 33 and underground utility vaults.
- 34 4. Rooftop mechanical equipment shall not be mounted on buildings unless the roof
- 35 parapet (cornice) screens such equipment 100% from public view, as measured from
- 36 grade elevation, from a minimum distance of 500 feet from the building.
- 37 a. The roof parapet shall be integrated as part of the building's overall design.
- 38 b. Each plan (including remodeling existing buildings) must be reviewed individually
- 39 based on location, finished grade elevation and the surrounding terrain to
- 40 determine the view of rooftop mechanical equipment.
- 41 (g) Building vistas. All buildings, or groupings or nodes of buildings and structures, shall be
- 42 designed to be sensitive to existing views, or view corridors, and the contexts of the
- 43 surrounding natural and built environment.
- 44 (h) Amendments.
- 45 The Plan Commission and/or the Architectural Review Board may adopt and amend, from
- 46 time to time, as appropriate and to be consistent with the provisions of this section, the
- 47 written design guidelines contained herein as well as the Design Manual that is contained
- 48 within the Village of Sister Bay Architectural Standards Guide.

VILLAGE OF SISTER BAY ZONING CODE

1 **Sec. 66.1060 Landscaping**

2 The Plan Commission shall review landscaping plans for all new structures, uses and changes or
3 additions to existing structures and uses in all zoning districts except for single-family homes in the
4 CS-1, R-1, R-3 and R-4 Districts. Landscape standards are established to ensure that landscaping
5 becomes an integral part of development in the business and residential districts. When buildings or
6 parking lots are extended, these regulations shall apply to the extended portion of the building or
7 parking lot. Location of landscape areas, plant materials, and protection afforded the plantings,
8 including curbing

9 and provision for maintenance shall be subject to approval by the Plan Commission. The preservation
10 of existing trees, shrubs, and other natural vegetation in the parking area may be included in the
11 calculation of the required minimum landscape area. (*Amended Ordinance 159-120809*)

12 (1) Street tree plantings in right-of-way.

13 All projects, developments and subdivisions shall provide street trees planted every 35 feet along
14 the right-of-way. The trees shall be of a species suitable for the location. This provision may be
15 waived by the Plan Commission if in its opinion the parcel or lot is already wooded.

16 (2) Parking Lot Screening.

17 Those parking areas for four or more vehicles if adjoining a residential zoning district line or public
18 right-of-way shall be screened from casual view by an earth berm, a solid wall, fence, evergreen
19 planting of equivalent visual density or other effective means approved by the Plan Commission.
20 Such fence or berm and landscaping together shall be an average of three feet in height between
21 the parking and the street right-of-way and six feet in height between the parking and any
22 adjacent residential property line. All screening materials shall be placed and maintained at a
23 minimum height of three feet. The Plan Commission may require greater screening requirements
24 for parking of large trucks, semi-trailers and large equipment.

25 (a) At least one ornamental deciduous tree, no less than 2.5" caliper, shall be incorporated into
26 the design for every 35 linear feet of public street frontage.

27 (b) At least 25% of the total green space area shall be landscaped utilizing plant materials, other
28 than maintained turf, that contributes to ground coverage. For purposes of determining the
29 number of plants necessary to meet the minimum 25% ground coverage requirement, plant
30 types are categorized by their general size and potential mature at-grade coverage area.

31

<i>Area of Coverage</i>
Plant Type Provided
Evergreen Tree (>8' Dia. 75 Square. Feet)
Large Shrub (6-8' Dia. 38 Square Feet)
Medium Shrub (4-6' Dia. 20 Square Feet)
Small Shrub (2-4' Dia. 12 Square Feet)
Perennial (4.5" Pot 6 Square Feet)

32 **Note: Shade and ornamental trees are not considered a plant type*
33 *contributing to "at-grade" coverage.*

34 (c) To assure a diversity of color, texture and year-round interest, the total number of plant
35 materials must be comprised of a minimum of 25%, but no more than 70% evergreens.

VILLAGE OF SISTER BAY ZONING CODE

1 (3) Interior landscape area.

2 All public off-street parking lots, which serve five vehicles or more and are created or extended
3 after November 13, 2004, shall be provided with accessory landscaped areas; which may be
4 landscape islands, landscape peninsulas or peripheral plantings totaling not less than five percent
5 of the surfaced area. Landscape islands or peninsulas shall be dispersed throughout the off-street
6 parking areas. Landscape islands shall provide a minimum 30-inch clear area for vehicle overhang
7 and snow storage. One shade tree shall be provided within the interior planting area for every
8 300 square feet of interior landscaping. For parking lots designed for 25 parking spaces or more,
9 interior parking lot landscaping shall be provided at the following rates:

Percentage of Parking Lot To Be Covered
By Interior Plantings

<i>Total Paved Area of Lot</i>	<i>Percent of Total Paved Area Which Must Be Interior Planting Area</i>
0-49,999 Square Feet	5%
50,000 Square Feet Or Larger	10%

10
11 (4) Perimeter landscape area.

12 In an effort to prevent adjacent parking lots from becoming one large expanse of paving,
13 perimeter landscaping shall be required. The perimeter strip shall be a minimum five feet in width.
14 A minimum of one tree and five shrubs are required for every 35 linear feet of the perimeter of
15 the parking area and located within the perimeter landscape area.

16 (5) Landscaping adjacent to buildings.

17 There shall be at least a three-foot landscape area provided between the edge of pavement and
18 the entrance elevation of the building. In the B-3 District, the front yard setback area shall be
19 landscaped.

20 (6) Screening of trash.

21 Trash receptacles shall not be located within the front or street yard, and shall be screened from
22 casual view by means of screening that is compatible with the main building/structure and
23 landscaping.

24 (7) Screening of ground mounted mechanical equipment.

25 Ground mounted mechanical equipment shall not be located within the front or street yard, shall
26 be screened from casual view by means of screening that is compatible with the main
27 building/structure and landscaping.

28 (8) Screening of roof mounted mechanical equipment.

29 Roof mounted mechanical equipment shall be screened from casual view.

30 (9) Retaining walls.

31 No retaining wall shall exceed four feet in height unless it has been designed and its construction
32 supervised by a Professional Engineer or registered landscape architect. A retaining wall may be
33 stepped to achieve greater height. Each step of the wall shall be no more than four feet in height.
34 A four-foot high retaining wall shall be set back a minimum of three feet from the previous step.
35 Retaining walls less than four feet tall shall be stepped back at least the same distance as the
36 wall's height. Acceptable materials for retaining walls are: segmental masonry type, timber,
37 railroad ties or concrete. If the retaining wall is constructed of concrete, landscaping must
38 accompany the design of the retaining wall.
39

VILLAGE OF SISTER BAY ZONING CODE

- 1 (10) Berms.
2 Side slopes of berms shall not exceed a gradient of one foot vertical to three foot horizontal unless
3 approved by the Village Engineer.
- 4 (11) Buffer yards.
5 Appropriate buffers shall be provided between dissimilar uses as set forth in section 66.0303(d)
6 of the Municipal Code.
- 7 (12) Submittal requirements.
8 A landscape plan (to scale) must be submitted which includes details of all proposed landscaping,
9 buffering and screening, including estimated cost of the landscaping. These plans shall be
10 prepared by a landscape professional and show the location and dimensions of all existing and
11 proposed structures, parking, drives, rights-of-way and any other permanent features, and all
12 other information required by the Plan Commission, including but not limited to the following:
13 (a) A plant list and coverage chart showing the location, quantity, size (at time of planting and
14 (b) at maturity), spacing and common names of all landscape materials used.
15 (c) The location and type of existing trees over four inches in diameter (measured six inches
16 above the ground) within the area to be developed.
17 (d) The location and percent of slope of all proposed berms using one-foot contours.
18 (e) Detailed sections showing elevations of all proposed architectural features, such as walls,
19 lighting or water features.
20 (f) The Plan Commission shall impose time schedules for the completion of buildings, parking
21 areas, open space utilization, and landscaping. The Plan Commission may require
22 appropriate sureties to guarantee that the improvements will be completed on schedule;
23 as well as the approved protection of the identified wetlands and woodlands on the
24 approved plan.
- 25 (13) Modification of standards.
26 The Plan Commission may modify any of the above standards by a ¾-majority vote of the
27 Commissioners, but only if supplemental design elements or improvements are incorporated into
28 the project, which compensate for the modification of the particular standard.
- 29 (14) Compliance.
30 Landscaping shall be completed within 12 months of a certificate of occupancy in accordance with
31 the approved landscaping and site plan. All landscaped and open space areas shall be continually
32 maintained in accordance with the approved landscaping and site plan. It is the responsibility of
33 the owner to ensure that the premises are properly maintained. Mature vegetative screens shall
34 be maintained by the property owner to retain the required spacing and height characteristics.
35 However, trees may be thinned provided an opaque screening is still maintained.

36 **Sec. 66.1065 Utilities in Rights-of-Way**

- 37 (1) The Village finds compelling public interest in protecting the public health, safety and welfare of
38 its residents and properties in ensuring that all utilities are buried or located so as to mitigate
39 damage to nearby buildings, structures and vehicles, as well as to reduce risks posed by storms
40 which threaten service interruption, traffic disruption, and unsafe street conditions by being
41 located in the Villager rights-of-way, regardless of any utility easement located thereon.
- 42 (2) No public or private utility or other person may locate any pole, tower, or other equipment on
43 the Village’s rights-of-way without first seeking a permit from the Village of Sister Bay Zoning
44 Administrator. Location of public utilities shall be restricted under the police powers reserved by
45 the Village.
- 46 (a) Poles placed after April 1, 2016: All utility poles located in the Village’s rights-of-way require
47 a permit, for which the fee that is delineated in the most recently adopted Fee Schedlue shall
48 apply for each pole. Poles must not exceed a height of 35 feet.
49

VILLAGE OF SISTER BAY ZONING CODE

- 1 1. Poles exceeding 35 feet in height may be allowed by conditional use permit. The Plan
2 Commission must hold a public hearing for each proposed pole, with a Class II notice
3 being inserted into the paper of record. All property owners within 1000 feet shall
4 also be mailed notice of the proposed conditional use. The conditional use must be
5 approved with a 3/4 vote of the Plan Commission.
- 6 2. To be considered for a conditional use permit, poles exceeding 35 feet in height must
7 have a setback of twice their height from any driveway, fire hydrant, building or
8 structure, mailbox, flowerbed, flagpole, public or private parking space, public or
9 private public parking lot, drainage culvert, or catch basin.
- 10 3. The requester of the conditional use permit must submit plans and specifications
11 indicating to the satisfaction of the Village’s engineers that the proposed pole can
12 manage the load of wires, equipment, or attachments proposed. No pole shall be
13 granted approval until after a review and approval by the Village’s engineers. No
14 review of a permit will begin until the requester has submitted all required
15 documentation, and paid a plan review fee, a conditional use application fee plus the
16 required deposit to cover the cost of engineering review.
- 17 (3) No poles are permitted in the area depicted on TID No. 1’s boundary area. No poles are allowed
18 on any public or private streets created and initially improved after April 1, 2016.
- 19 (4) The Village shall charge the inventory and safety inspection fee delineated in the most recently
20 adopted version of the Fee Schedule for the Village for every pole within its incorporated
21 boundaries in order to ensure their safety, and to ensure that no non-permitted poles are located
22 in the Village’s rights-of-way. This inspection will occur in even numbered years, and companies
23 shall be invoiced for the inspection at their office of record. Poles will be marked with a nailed
24 metal placard with the Village’s markings to ensure that no new poles are installed without a
25 permit.

VILLAGE OF SISTER BAY ZONING CODE

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SECTION 1500 - ADMINISTRATION

Sec. 66.1500 Plan Commission

(1) Composition:

The Village Plan Commission shall consist of three Trustees, four citizens and one citizen with recognized experience who shall serve as an ex-officio member of the Plan Commission. The Village President will appoint the Plan Commission Chairperson, subject to Board approval. The citizen and Trustee members of the Plan Commission shall be appointed by the President, subject to confirmation by the Board of Trustees, for staggered terms of three (3) years commencing on May 1st of each year. (*Amended Ordinance 111-051005 & Ordinance 247-032117*)

(2) Powers and Duties:

The Plan Commission shall perform such duties as are prescribed by Wis. Stats., §62.23, and has such further powers as may be delegated to it by the Wisconsin Statutes and Village ordinances. The Plan Commission shall have the duties of making reports and recommendations related to the planning and development of the Village to public officials, agencies, public utility companies, civic, educational, and professional and other organizations, and citizens. The Plan Commission may employ consultants, to the extent that the Village budget allows, who may prepare surveys and studies, prepare plans and recommendations, and perform other duties assigned by the Plan Commission. In general, the Plan Commission shall have such powers as may be necessary to enable it to perform its function and promote municipal planning.

Sec. 66.1505 Public Information

To the fullest extent possible, the Plan Commission and Zoning Administrator shall make available to the public, all reports and documents concerning the Village Comprehensive Plan and any component thereof. In addition:

- (1) All available information in the form of reports, bulletins, maps and engineering data shall be readily available and widely distributed.
- (2) Where useful, marks on bridges or buildings or other markers may be set to show the depth of inundation during the 100-year recurrence interval floodplain at appropriate locations within the floodplain.
- (3) Where useful, wetland boundaries may be staked in the field and said boundaries may be identified on a plat of survey.
- (4) Information regarding the location of flood lands and wetlands shall be provided to realtors, lenders, and the public. All legal descriptions of property containing flood lands or wetlands should include information designating the flood land or wetland areas when property is transferred.
- (5) Fees necessary to recover the costs of providing information to the public may be established by the Village.

Sec. 66.1510 Zoning Administrator Designated

The Village Zoning Administrator, or designee, is hereby designated as the administrative and enforcement officer for the provisions of this chapter. The duty of the Zoning Administrator, or designee shall be to interpret and administer this chapter and to:

- (1) Maintain permanent and current records of all approvals and other actions, including, but not limited to, all maps, zoning ordinance amendments, zoning permits, conditional use permits, planned unit development approvals, temporary use approvals, sign permits, site plans, certificates of compliance, variances, appeal interpretations, and applications therefore.
- (2) Determine that all zoning permit applications and their constituent plans, certificate of occupancy applications, sign permit applications and their constituent plans, and site plans comply with all the provisions of this chapter.

VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.1510 – ZONING ADMINISTRATOR DESIGNATED

SEC. 66.1520 – DEV. AGREEMENT REQUIRED

- 1 (3) Make interpretations regarding the provisions of this chapter.
- 2 (4) Receive, file and forward (to the appropriate person, committee or agency) all applications for
3 any permit or procedure provided for in this chapter.
- 4 (5) Inspect all structures, lands and waters as often as necessary, to assure compliance with this
5 chapter.
- 6 (6) Issue permits as required by this chapter.
- 7 (7) Record the lowest floor elevations of all structures erected, moved, altered or improved in the
8 flood land districts.
- 9 (8) Investigate all complaints made relating to the location of structures and the use of structures,
10 lands and waters, give notice of all violations of this chapter to the owner, resident, agent, or
11 occupant of the premises.
- 12 (9) Is permitted access to premises and structures during reasonable hours to make those inspections
13 as deemed necessary by the Zoning Administrator to ensure compliance with this chapter. If,
14 however, he/she is refused entry after presentation of his/her identification, he/she may procure
15 a special inspection warrant in accordance with Wis. Stats., §66.122.
- 16 (10) Prohibit the use or erection of any structure until they have inspected and approved such use or
17 erection.
- 18 (11) Institute, in the name of the Village, any appropriate action or proceeding against a chapter
19 violator, as provided by law.
- 20 (12) Request Assistance and cooperation from the Door County Sheriff's Department and Village
21 Attorney as deemed necessary.
- 22 (13) Attend all meetings of the Plan Commission and the Village Zoning Board of Appeals.

23 **Sec. 66.1520 Development Agreement Required.**

24 *(Amended Ordinance 137-021208)*

- 25 (1) The Applicant shall enter into a Development Agreement with the Village at the time of
26 submission of an application for a Zoning Permit for all projects and developments listed below:
 - 27 (a) All new construction other than individual single-family homes, which are not part of an
28 active subdivision.
 - 29 (b) All projects that require a conditional use permit.
 - 30 (c) Commercial projects in existing buildings involving a change of use or occupancy where the
31 building is non-conforming for setback, height or parking.
- 32 (2) Applicants shall agree to reimburse the Village for all costs incurred by the Village for engineering,
33 inspection, planning, legal and administrative expenses in:
 - 34 (a) Processing, reviewing, revising, and approving conceptual, preliminary or final
35 development plans, including meeting time, regardless of whether the developer attended
36 or participated in the meeting;
 - 37 (b) Processing, reviewing, revising, drafting and approving any agreements, easements, deed
38 restrictions or other documents associated with the proposed use; and,
 - 39 (c) Inspection and approval of construction and installation of all improvements provided for
40 in the development, including but not limited to, consultation reasonably required to
41 address issues and problems encountered during the course of design and construction of
42 the development. Such costs shall include the costs of Village consultants, including
43 engineers, attorneys, inspectors, planners, ecologists, agents, sub-contractors and the
44 Village's own employees. Such costs shall also include those for attendance at meetings.
45 The cost for outside services shall be the direct costs incurred by the Village. The cost for
46 Village employees' time shall be based upon the classification of the employee and the rates
47 established by the Village Board, from time to time, for each such classification.

VILLAGE OF SISTER BAY ZONING CODE

- 1 (d) At the time of filing of the application, the Applicant shall deposit with the Village Treasurer
2 the sum of Two Thousand Dollars (\$2,000.00) in the form of cash or check. The Village shall
3 apply such funds toward payment of the above costs. If at any time the deposit becomes
4 insufficient to pay expenses incurred by the Village for the above costs, the Applicant shall
5 deposit required additional amounts within fifteen (15) days of written demand by the
6 Village Administrator. Until the required funds are received, no additional work or review
7 will be performed by the Village as to the plan under consideration.
- 8 (e) Within 60 days after any final action by the Village and execution of any documents by all
9 parties, or upon abandonment of the plan, the Village shall furnish the Applicant with a
10 statement of all such costs incurred by it with respect to such plan. Any excess funds shall
11 be remitted to applicant, and any costs in excess of such deposit shall be paid by the
12 applicant. Any interest earned on the deposit shall re-main the property of the Village to
13 partially offset administrative expenses associated with planning and development.

14 **Sec. 66.1525 Terms of Development Agreement.**

15 The Development Agreement shall also include the following terms and conditions: (*Amended*
16 *Ordinance 137-021208*)

- 17 (1) The site plan, grading plan, lighting plan, stormwater management plan, landscaping plan,
18 building architectural plans, phasing plan and such other requirements as established by the Plan
19 Commission.
- 20 (2) Any necessary streets and appurtenances thereto, shall be constructed at the expense of the
21 Applicant in accordance with the provisions of Chapter 54 of the Code of Ordinances, which are
22 in effect at the time of such construction.
- 23 (3) Sanitary and water mains and laterals, and storm water drainage facilities, and any related off-
24 site improvements shall be paid for, constructed and installed by Applicant as required by the
25 Village, the provisions of Chapter 62 of the Code of Ordinances at applicant’s expense.
- 26 (4) Assignment of landscape maintenance responsibilities to the owner(s) of the property in
27 accordance with the submitted landscape plan and the ability of the Village to conduct such work
28 and charge all costs incurred by the Village as a special charge against the real estate upon
29 owner’s failure to maintain.
- 30 (5) Applicant shall agree to indemnify and hold the Village and its agents harmless from and against
31 claims related to the performance of work at or for the site.
- 32 (6) Applicant’s principals shall be personally responsible for reimbursement of costs to the Village in
33 the event the Applicant does not proceed with the actual installation as approved by the Village.
- 34 (7) Applicant shall be responsible for payment of the Village’s costs, disbursements and attorney’s
35 fees in the event the Village brings legal action to enforce compliance with this agreement and a
36 final determination is made in favor of the Village.
- 37 (8) The terms and conditions of the agreement shall extend to the heirs, administrators, successors
38 in title and assigns of the applicant, including personal liability. However, Applicant may not assign
39 its rights, duties and responsibilities under this Agreement to any other third party without first
40 obtaining the prior written consent of the Village.
- 41 (9) The Applicant shall convey all necessary easements to the Village.
- 42 (10) As a condition precedent to the execution of the Development Agreement, the Applicant shall
43 post a cash deposit or file a letter of credit with the Village guaranteeing compliance with the
44 Village Ordinances and provisions of the Development Agreement. The security shall be such
45 amount as to cover 100% of the estimated costs of storm water drainage, lot grading, landscaping,
46 and any street construction work as provided for under the Development Agreement. The
47 estimated costs shall be provided by the Applicant or his engineer and shall be subject to the
48 approval of the Village.
- 49 (11) Other terms that the Village and Applicant shall deem appropriate.

VILLAGE OF SISTER BAY ZONING CODE

1 **Sec. 66.1530 Zoning Permit Required**

2 All zoning permits for new construction, reconstruction and remodeling are issued under the condition
3 that such construction shall comply with all applicable state and federal standards and local building
4 codes. No structure shall hereafter be located, erected, moved, reconstructed, extended, enlarged, or
5 structurally altered until after the owner or his/her agent has secured a zoning permit, if required,
6 from the Zoning Administrator, or his/her designee, unless otherwise exempted pursuant to Sec.
7 66.0501 of this Chapter. Applications for zoning permit shall be made in duplicate to the Zoning
8 Administrator on forms furnished by the Zoning Administrator and shall include the following where
9 applicable:

10 (1) Names and addresses.

11 Names and addresses of the applicant, the owner of the site, the architect, the professional
12 engineer and the contractor.

13 (2) Lot description.

14 A description of the subject site by lot, block and recorded subdivision, or metes and bounds;
15 address of the subject site; type of structure; existing and proposed operation or use of the
16 structure or site; number of employees; and the zoning district within which the subject site lies.

17 (3) Plat of Survey.

18 A plat of survey prepared by a registered land surveyor showing the following information:

19 (a) Location of the lot referenced in the U.S. Public Land Survey.

20 (b) North arrow and graphic scale.

21 (c) Dimensions of the lot.

22 (d) Street names of abutting streets and the name of the nearest intersecting street.

23 (e) The distance from the corner of the lot to the nearest intersecting street.

24 (f) The widths of abutting streets, sidewalks and alleys.

25 (g) Location of easements; their purpose and their width.

26 (h) Location and dimensions of all structures on the lot, both existing and proposed.

27 (i) Existing lot grade and street grade, referenced to Village of Sister Bay datum.

28 (j) Proposed lot grades and structure grades, referenced to Village of Sister Bay datum.

29 (k) A pre-construction grade elevation shall be submitted for all principal buildings and
30 structures. Existing elevations, obtained by field observation, shall be provided to
31 adequately portray drainage patterns on and adjacent to the parcel for which the grading
32 plan is submitted. Such existing elevations shall include, at a minimum, a sufficiently tight
33 grid pattern of elevations, existing grades at lot corners, at grade breaks, adjacent top of
34 curbs, ground elevations at on-site and adjacent structure foundations, elevations at least
35 25 feet outside the parcel alongside and rear lot lines, ditch flow lines and culverts where
36 applicable, and all storm runoff receiving structures and drainage ways. In addition, cross-
37 sections of the principal building or structure shall be submitted indicating the
38 preconstruction grade elevation, and the highest and lowest finished grade elevations.
39 (*Amended Ordinance 164-120809*)

40 (l) Setbacks of structures on adjacent lots.

41 (m) Existing and proposed driveway locations and widths.

42 (n) Existing and proposed street and highway access restrictions.

43 (o) Location of existing and proposed parking and loading areas.

44 (p) Type of monument at each corner of the lot.

45 (q) Watercourses or existing drainage ditches.

46 (r) The extent and elevation of floodplains and wetlands on the lot and within 40 feet of the
47 lot.

VILLAGE OF SISTER BAY ZONING CODE

- 1 (s) Location of hydrants, streetlights and street trees.
- 2 (t) If the property is in an area with a Master Grading Plan, the existing and proposed grades
- 3 of all corners of the lot and the grade of the structure controlled by such Master Drainage
- 4 Plan.
- 5 (u) The seal and signature of the surveyor.

6 (4) Compliance with building codes.

7 All construction and remodeling activity that requires building permits and inspection shall
8 comply with the Village and State building codes. All utilities including electric, telephone, cable
9 television, water and sanitary sewers shall be buried for all new structures. Utilities shall also be
10 buried for remodeling projects where the value of the project is in excess of 50% of the equalized
11 value. *(Amended Ordinance 134-121107)*

12 (5) Setback and footing inspection and permit.

13 The owner, tenant, contractor or agent shall notify the Building Inspector in writing or on forms
14 provided by the Building Inspector 48 hours (excluding Saturdays, Sundays and legal holidays)
15 prior to the pouring of footings so that the Building Inspector may inspect the location of the
16 footings for compliance with the setback provisions of this chapter and zoning permit. No footings
17 shall be poured or otherwise made permanent until such inspection and approval of the footings
18 for compliance with this chapter has been given by the Building Inspector. The Building Inspector
19 shall conduct the setback and footing inspection within 48 hours of being notified. However, if it
20 is shown for good cause that the inspection cannot be made within the 48 hours, the inspection
21 may be delayed by the Building Inspector an additional 48 hours (excluding Saturdays, Sundays
22 and legal holidays) upon verbal or written notification of the owner, tenant, contractor or agent
23 by the Building Inspector. Failure to provide the required notice to the Building Inspector or
24 pouring of footings or otherwise making them permanent without the approval of the Building
25 Inspector shall result in an immediate penalty per the most recently adopted version of the Fee
26 Schedule for the Village, in addition to the provisions of Sec. 66.1550.

27 (6) Waiver of some requirements.

28 In the sole discretion of the Zoning Administrator he/she may waive the requirements for certain
29 plans, specification, data, or the plat of survey when the application is to ecute minor alterations
30 or repairs to a building or structure, provided that the proposed construction, alteration, or repair
31 is sufficiently described in the application for the permit.

32 (7) Proposed sewage disposal plan if municipal sewerage service is not available.

33 This plan shall include a copy of the permit issued by the appropriate regulatory agency for the
34 installation of an on-site soil absorption sanitary sewage disposal system, or other appropriate
35 means of waste disposal.

36 (8) Proposed water supply plans if municipal water service is not available.

37 This plan shall be in accordance with chapter NR 112 of the Wisconsin Administrative Code and
38 shall be approved by the Village Engineer who shall certify in writing that an adequate and safe
39 supply of water will be provided.

40 (9) Condominium declaration.

41 Any developer of land in the Village who elects to create a condominium pursuant to chapter 703
42 of the Wisconsin Statutes shall submit a copy of the Condominium Declaration, and any
43 amendment thereto, to the Zoning Administrator to be attached to the file copy of the Zoning
44 Permit application.

45 (10) Estimate of the cost of completing the site plan improvements including, but not limited to,
46 landscaping, paving, drainage facilities, sign installation, and lighting.

47 (11) Environmental Assessment.

48 The developer shall provide an evaluation of the site for wetlands, woodlands, ridges or swales,
49 natural landforms or other natural areas if so directed by the Zoning Administrator.

50

VILLAGE OF SISTER BAY ZONING CODE

SEC. 66.1530 – ZONING PERMIT REQUIRED

SEC. 66.1531 – ZONING PERMIT NOT REQUIRED

1 (12) Additional information as may be required by the Plan Commission, Village Engineer, Zoning
2 Administrator, Wastewater Superintendent, or Fire Inspector.

3 (13) No zoning permit shall be issued for the erection or construction of any building or structure on
4 platted or unplatted land along a public or private street with roadside ditches, unless the owner
5 or agent has arranged, with the Village Engineer, for the installation of a culvert of such size and
6 length to preserve the capacity and grade of any drainage ditch laid alongside the public street or
7 public service drive abutting the property. The Village shall determine the size and length of the
8 culvert required, but in no case shall the culvert be less than 18 inches in diameter and less than
9 15 feet longer than the width of the driveway on which it is installed. (*Amended Ord. No. 267-*
10 *082019*)

11 (14) No zoning permit shall be issued until the Village has investigated the fact that all outstanding
12 connection and development fees and special assessments levied against the property have been
13 fully paid or an agreement for payment to the Village by the property owner has been executed.

14 (15) Zoning Permit For Use Expiration.

15 Regular zoning permits to establish a use shall expire 24 months from the date of issuance if no
16 action has commenced to establish the use. Any change of land use after the expiration of a
17 zoning permit shall be considered a violation of this chapter.

18 (16) Zoning Permit For Construction Expiration.

19 Regular zoning permits for construction of a structure shall expire 24 months from the date of
20 issuance or at the same time as the building permit. Any exterior construction after the expiration
21 of a zoning permit shall be considered a violation of this chapter.

22 (17) A zoning permit shall be granted or denied in writing by the Zoning Administrator or designee.

23 (18) Grading Plan Review.

24 A grading plan is an important element in preventing property damage, flooding and view vistas.
25 A grading plan takes into account the existing topography of the development and its relationship
26 with adjacent properties. Proper grading avoids the need for retaining walls, storm drainage
27 systems, swales on the development and adjacent properties. (*Amended Ordinance 164-120809*)

28 (a) Building construction projects that have less than a two-foot change in elevation between
29 the preconstruction grade and finished grade are not required to have engineering review
30 of the grading plan.

31 (b) Building construction projects that are not otherwise exempt shall have a grading plan
32 prepared by a qualified professional engineer. The proposed project shall comply with the
33 Village's Grading Standards as developed by the Village Engineer. A Zoning Permit shall not
34 be issued for a project requiring a grading plan until it is approved by the Village Engineer.

35 **Sec. 66.1531 Zoning Permit Not Required**

36 No Zoning Permit shall be required for any of the following activities; provided that any work that does
37 qualify for an exemption under this section shall be required to comply with the applicable setback,
38 height, and other requirements set forth in this Chapter:

39 (1) Accessory structures shall require a regular Zoning Permit except: minor structures such as
40 birdhouses, yard light poles, birdbaths, doghouses (housing dogs which are licensed as the
41 personal pets of the residents of the property), tree houses, children's play apparatus, home
42 heating oil storage tanks, clothesline poles, lawn ornaments, flag poles, mailboxes, garbage
43 containers and ice fishing shanties. Accessory buildings greater than 120 square feet in area shall
44 also require the issuance of a building permit. (*Amended Ordinance 120-061306*)

45 (2) For repairs that do not alter the size or position of an existing structure on a lot. (*Amended*
46 *Ordinance 120-061306*)

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1 **Sec. 66.1532 Certificates of Occupancy and Compliance Required**

2 (1) Certificate of Occupancy.

3 No vacant land shall be occupied or used; and no building or premises shall be erected, altered,
4 or create a change in use; and no non-conforming use shall be changed, or extended until a
5 certificate of occupancy has been issued by the Zoning Administrator or designee. Such certificate
6 shall show that the building, premises or part thereof complies with the provisions of this chapter.
7 Such certificate shall be applied for prior to the time of occupancy of any land and/or building.

8 (2) Certificate of Compliance.

9 No building located in a business district and used for business purposes shall have the use
10 changed without the issuance of a new Certificate of Compliance by the Zoning Administrator or
11 designee. Such certificate shall show that the building or premises or part thereof is in compliance
12 with the provisions of the Zoning Code, Building Code, Electrical Code, Fire Prevention Code and
13 the Plumbing Code of the Village and State of Wisconsin. Application for a certificate of
14 compliance shall be made in the same manner as for a zoning permit pursuant to section 66.1530
15 of this chapter.

16 **Sec. 66.1535 Conditional Use Permit**

17 *(Note: This section was amended in its entirety by Ordinance 173-081010)*

18 The Village Board may authorize the Zoning Administrator to issue a conditional use permit for a
19 conditional use after a review and recommendation by the Plan Commission. The request for a permit
20 for a conditional use shall be filed with the Zoning Administrator on an official application form and
21 shall be accompanied by the required fee and detailed written and graphic materials fully explaining
22 the proposed development. The applicant shall explain in writing why a conditional use permit should
23 be issued addressing the criteria in subsection (i) below. A public hearing shall be conducted by the
24 Plan Commission.

25 (1) Applicant.

26 Names and addresses of the applicant, owner of the site, architect, professional engineer,
27 contractor and all opposite and abutting property owners of record.

28 (2) Project Description.

29 Description of the subject site by lot, block, and recorded subdivision or by metes and bounds;
30 address of the subject site; type of structure; proposed operation or use of the structure or site;
31 number of employees; and the zoning district within which the subject site is located.

32 (3) Plat of Survey.

33 Plat of survey prepared by a registered land surveyor showing all of the information required
34 under section 66.1530(c) for a zoning permit and, in addition, the ordinary high water mark, and
35 existing and proposed landscaping.

36 (4) Additional Information Required.

37 Additional information as may be required by the Plan Commission, Village Engineer, Zoning
38 Administrator, Utility Manager or Fire Inspector.

39 (5) Conditional Uses Will be Reviewed as to Intent.

40 A conditional use is development, which would not generally be appropriate within a district, but
41 might be allowed in certain locations within the district, if specific requirements are met. The
42 compatibility must be judged on the basis of the particular circumstances and may require the
43 imposing of conditions before the use, development or occupancy is permitted. The intent is to
44 allow a reasonable degree of discretion to the Plan Commission in determining the suitability of
45 a particular use or development at a specific location.

46 (6) Plan Commission Action.

47 The Plan Commission is empowered to recommend a development agreement for a conditional
48 use if the following requirements are met. Uses, which require such a permit, are identified in the
49 respective district regulations. The Plan Commission may make such recommendation as it deems

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appropriate regarding approval of the request. The Board of Trustees shall approve or deny all conditional use permits and related development agreements as submitted.

(7) Conditions.

Conditions related to landscaping, architectural design, type of construction, construction commencement and completion dates, sureties, lighting, fencing, operational control, hours of operation, traffic circulation, deed restrictions, access restrictions, setbacks and yards, sewerage disposal, water supply, storm water management and parking requirements may be required by the Village Plan Commission upon its finding that such conditions are necessary to fulfill the purposes and intent of this chapter.

(8) Issuance and Safeguards.

If a development agreement is required, the permit for a conditional use shall be part of the development agreement, and shall be attached thereto. In recommending any conditional use, the Plan Commission may prescribe appropriate conditions and safeguards in conformity with this chapter. The Plan Commission may request that the Village be provided with either a surety bond, cash escrow, certificate of deposit, securities, or cash deposit prior to issuance of the conditional use permit. The security shall be used to guarantee compliance with the conditions of the permit and shall be returned to the developer when an occupancy permit is issued.

(9) Decision Criteria.

In making a determination on an application for a conditional use, the Plan Commission shall consider all relevant factors specified in other sections of this chapter including standards for specific requirements for certain land uses and activities. The Plan Commission shall consider the following criteria:

(a) Compatibility.

The compatibility of the proposed use with existing development within 300 feet of the proposed use and within 500 feet along the same street and development anticipated in the foreseeable future within the neighborhood and conditions, which would make the use more compatible. The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

(b) Consistency with the Comprehensive Plan.

The relationship of the proposed use to the objectives of the Village of Sister Bay comprehensive plan. The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

(c) Importance of Services to the Community.

The importance of the services provided by the proposed use to the community, if any, and the requirements of the use for certain locations, if any, and without undue inconvenience to the developer and the availability of alternative locations equally suitable.

(d) Neighborhood Protections.

The sufficiency of the terms and conditions proposed to protect and maintain the uses in the surrounding neighborhood. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor substantially diminish and impair property values within the surrounding area.

(10) Conformance with other Requirements of the Chapter.

The conditional use shall in all other respects conform to the applicable regulations of the district in which it is located and the Plan Commission shall find that there is a public necessity for the conditional use.

(11) Other Factors.

Other factors pertinent to the proposed use, site conditions or surrounding area considerations, which the Plan Commission feels, are necessary for review in order to make an informed and just decision.

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1 (12) Public Hearing.

2 Whenever a Conditional Use Permit is requested and the required public hearing is scheduled and
3 noticed by the Village as a Class 2 notice, the Village shall give notice, by regular mail, of the
4 proposed conditional use to all property owners whose property lies within 300 feet measured in
5 a straight line from the exterior boundary of the property subject to the proposed conditional use
6 permit. The notice shall be mailed at least ten days prior to the hearing; however, failure of a
7 neighboring property owner to receive such mailed notice shall not invalidate a public hearing. If
8 action is delayed more than 120 days from the date of public hearing, a new public hearing shall
9 take place. In addition to the notification requirements listed above, applicant shall post signage
10 visible to every facing street at least ten days prior to the hearing. The signage shall identify the
11 property as being the subject of a public hearing and identify the appropriate Village office that
12 may be contacted for information.

13 (13) Resubmissions.

14 A Conditional Use Permit application that has been heard and denied shall be eligible to be
15 resubmitted only if the applicant submits an affidavit to the Plan Commission identifying how the
16 new application materially differs from the previous application or identifying substantial new
17 evidence that will be offered. The Plan Commission shall review the affidavit and then vote by
18 simple majority of the members present on the question of whether the changes or new evidence
19 would be of such significance that the Plan Commission may consider changing the previous
20 decision. If the resubmission is accepted, the Plan Commission shall schedule a hearing on the
21 entire resubmitted application. If the Plan Commission rejects the resubmitted application, a new
22 application shall not be submitted during the following 12 months.

23 (14) Notice to DNR.

24 The Plan Commission shall transmit a copy of each application for a wetland conditional use in
25 the W-1 district to the Wisconsin Department of Natural Resources (DNR) by certified mail at least
26 ten days prior to the public hearing. Final action on the application by the Village Board shall not
27 be taken for 30 days from the date the DNR receives notice of public hearing by certified mail or
28 until the DNR has made its recommendation, whichever comes first. A copy of all wetland
29 conditional use decisions shall be transmitted to the DNR within ten days following the decision.

30 (15) Expiration of Conditional Use Permit That Was Issue for a "Use".

31 Conditional use permits that establish a use shall expire 12 months from the date of issuance if
32 no action has commenced to establish the use, unless a different time is established as a condition
33 of granting the conditional use permit. Any change of land use after the expiration of a conditional
34 use permit shall be considered a violation of this chapter.

35 (16) Expiration of Conditional Use Permit for Construction.

36 Conditional use permits that allow "construction of a structure" shall expire 12 months from the
37 date of issuance, unless a different time period is established as a condition of granting the
38 conditional use permit. Any exterior construction that occurs after the expiration of a conditional
39 use permit shall be considered a violation of this chapter and shall warrant consideration for
40 revocation of the Conditional Use permit in accordance with section 66.1535(l) of this chapter.

41 (17) Amendments.

42 Changes subsequent to the initial issuance of a conditional use permit, which would substantially
43 affect the conditions listed in section 66.1535(e) of this chapter, shall require an amendment to
44 the conditional use permit. The process for amending a permit shall generally follow the same
45 procedures as those required for granting a conditional use permit as set forth in this section.

46 (18) Revocation of Conditional Use Permit.

47 Should a permit applicant, their heirs or assigns, fail to comply with the conditions of the permit
48 issued by the Zoning Administrator, or should the use or characteristics of the use be changed
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1 without prior approval by the Village Board, the Conditional Use Permit may be revoked. The
2 process for revoking a permit shall generally follow the same procedures as those required for
3 granting a conditional use permit as set forth in this section.

4 (19) Existing Conditional Uses.

5 All uses existing on the effective date of this chapter, which would be classified as conditional
6 uses in the particular districts concerned, if they were to be established after the effective date
7 of this chapter, are hereby declared conforming conditional uses. Any proposed change or
8 expansion, including signage and parking, of the existing operation shall be subject to the
9 conditional use procedures and regulations in this section, as if such use was being newly
10 established.

11 **Sec. 66.1540 Other Permits**

12 It is the responsibility of the permit applicant to secure all other necessary permits required by any
13 State, Federal, or County agency. This includes, but is not limited to, a water use permit pursuant to
14 Chapter 30 of the Wisconsin Statutes, a water quality certification pursuant to Chapter NR 103 of the
15 Wisconsin Administrative Code, or a Wetland Fill Permit pursuant to section 404 of the Federal Water
16 Pollution Act.

17 **Sec. 66.1545 Permit Fees**

18 All persons, firms, or corporations performing work, which by this chapter requires the issuance of a
19 permit, shall pay a fee for such permit to the Village Clerk to help defray the cost of administration,
20 investigation, advertising, and processing of permits and variances. The permits for which a fee is
21 required are the Building Permit, Certificate of Occupancy, Conditional Use Permit and Sign Permit. A
22 fee shall also be required for a zoning text or map amendment, and zoning appeal or variance. The
23 fees shall be set forth in the Municipal Code of the Village, or by Resolution as amended from time to
24 time.

25 **Sec. 66.1550 Violations**

26 It shall be unlawful to construct or use any structure, land or water in violation of any of the provisions
27 of this chapter. Failure to secure the necessary permits prior to commencing construction shall also
28 constitute a violation. In case of any violation, the Village Board, the Zoning Administrator, the Plan
29 Commission or any property owner who would be specifically damaged by such violation may institute
30 appropriate action or proceedings to enjoin or abate a violation of this chapter.

31 **Sec. 66.1560 Remedial Action**

32 Whenever an order of the Zoning Administrator has not been complied with within 30 days after
33 written notice has been mailed to the owner, resident agent, or occupant of the premises, the Village
34 Board, the Plan Commission, the Zoning Administrator, or the Village Attorney may institute
35 appropriate legal action or proceedings to prohibit such owner, agent, or occupant from using such
36 structure, land, or water; and to cause to remove such structure or use.

37 **Sec. 66.1570 Penalties**

38 Penalties for violation of the provisions of this chapter shall be in accordance with the provisions of
39 the Municipal Code.

40 **Sec. 66.1575 Renewal of Permits**

41 If construction has commenced prior to the expiration of a regular zoning permit, but is not completed
42 prior to such expiration, a 12-month renewal regular zoning permit shall be issued by the Zoning
43 Administrator upon submittal of a renewal application and fee. Additional renewals shall be granted
44 by the Zoning Administrator upon a finding that substantial progress had been made during the
45 previous year toward completion of the structure. If a 12-month period passes without evidence of
46 substantial progress towards completion, the Zoning Administrator shall advise the Plan Commission
47

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- 1 of such fact and the Plan Commission may call a public hearing on the matter and may impose a
- 2 completion schedule. A structure shall be deemed completed when the roof, exterior walls, doors,
- 3 windows and sub-floors are in place and finished and utility connections have been made and required
- 4 landscaping and site improvements have been made.

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SECTION 1600 - ZONING BOARD OF APPEALS

1 **Sec. 66.1601 Establishment**

2 There is hereby established a Zoning Board Appeals for the Village for the purpose of hearing appeals
3 and applications, and for granting variances and exceptions to the provisions of this Zoning Code. The
4 Zoning Board of Appeals shall consist of five members plus two alternates appointed by the Village
5 President and confirmed by the Village Board.

6 **Sec. 66.1602 Organization**

7 The Zoning Board of Appeals shall organize and adopt rules of procedure for its own governance in
8 accordance with the provisions of the Municipal Code of the Village and this chapter.

9 (1) Meetings.

10 Meetings shall be held at the call of the chairperson and shall be open to the public.

11 (2) Minutes.

12 Written minutes of the proceedings and a record of all actions shall be kept by the Zoning
13 Administrator, or other designated person, showing the vote of each member upon each
14 question, the reasons for the Board’s determination, and its finding of facts. These records shall
15 be immediately filed in the office of the Village Clerk and shall be a public record.

16 (3) Voting.

17 The concurring vote of four members of the Board shall be necessary to reverse any order,
18 requirement, decision or determination of any administrative official; grant a variance; or make
19 an interpretation.

20 **Sec. 66.1603 Powers**

21 The Zoning Board of Appeals shall have the following powers:

22 (1) Errors:

23 To hear and decide appeals when it is alleged there is error in any order, requirement, decision
24 or determination made by any administrative official in the enforcement of this chapter.

25 (2) Variances:

26 To hear and grant appeals for area variances as will not be contrary to the public interest, when,
27 owing to special conditions, a literal enforcement will result in practical difficulty or unnecessary
28 hardship, so that the spirit and purposes of this chapter shall be observed and the public safety
29 and welfare secured and substantial justice done. Use variances shall not be granted.

30 (3) Permits:

31 The Board may reverse, affirm wholly or partly, or may modify the order, requirements, or
32 decision or determination appealed from, and may issue or direct the issuance of a permit.

33 (4) Assistance:

34 The Board may request assistance from other Village officials, departments, commissions and
35 boards.

36 (5) Oaths:

37 The Chairperson or Vice-Chairperson may administer oaths and compel the attendance of
38 witnesses.

39 **Sec. 66.1604 Appeals and Applications**

40 Appeals of the decision of the Zoning Administrator or any administrative official concerning the literal
41 enforcement of this chapter may be made by any person aggrieved or by any officer, department or
42 board of the Village. Such appeals shall be filed with the Village Clerk within 30 days after the filing of
43 the decision or order of the Zoning Administrator or any administrative official. Applications may be
44 made by the owner or lessee of the structure, land or water to be affected at any time and shall be
45 filed with the Village Clerk. Such appeals and applications shall include the following:
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- 1 (1) Name and address of the appellant or applicant and all abutting and opposite property owners of
2 record.
- 3 (2) Plat of survey prepared by a registered land surveyor showing all of the information required
4 under Sec. 66.1530(3) for a Zoning Permit when required by the Zoning Administrator or a
5 firm/individual designated by the Village or a sketch drawn to a recognized map scale may be
6 submitted.
- 7 (3) Additional information required by the Plan Commission, Village Engineer, Zoning Board of
8 Appeals, or Zoning Administrator.
- 9 (4) A filing fee, as set forth in the Municipal Code, shall be submitted with the application.

10 **Sec. 66.1605 Hearings**

11 The Zoning Board of Appeals shall fix a reasonable time and place for the hearing, shall give public
12 notice thereof as specified in Section 66.1801(a) of this chapter, and shall give due notice to the parties
13 in interest, and the Zoning Administrator. At the hearing, the appellant may appear in person, by agent,
14 or by attorney.

15 **Sec. 66.1606 Notice to DNR**

16 The Zoning Board of Appeals shall transmit a copy of each application for an area variance to
17 regulations of the W-1 District to the Wisconsin Department of Natural Resources (DNR) by certified
18 mail at least ten day prior to the public hearing. Copies of appeals in the W-1 district shall also be
19 submitted to the DNR by certified mail at least 10 days prior to any public hearing. Final action on the
20 variance application or appeal shall not be taken for 30 days or until the DNR has made its
21 recommendation, whichever comes first. A copy of all decisions relating to variances to conservancy
22 district regulations or to floodland regulations, and a copy of all decisions to conservancy district and
23 floodland district appeals, shall be transmitted to the DNR within 10 days following the date of such
24 decision.

25 **Sec. 66.1607 Findings**

26 No area variance to the provisions of this chapter shall be granted by the Board unless it finds by a
27 preponderance of the evidence that all the following facts and conditions exist and so indicates such
28 in the minutes of its proceedings.

29 (1) Preservation of intent.

30 No area variance shall be granted that is not consistent with the purpose and intent of the
31 regulations for the district in which the development is located.

32 (2) Exceptional circumstances.

33 There must be unique circumstances or conditions applying to the lot or parcel or structure that
34 do not apply generally to other properties or uses in the same zoning classification within 1,000
35 feet of the subject property, and the granting of the area variance should not be of so general or
36 recurrent a nature as to suggest that the zoning chapter should be changed.

37 (3) Hardship.

38 **Economic hardship and self-imposed hardship are not grounds for an area variance.**
39 No area variance shall be granted solely based on economic gain or loss. The hardship must be
40 based upon conditions unique to the property rather than considerations personal to the owner.

41 (4) Preservation of property rights.

42 The variance must be necessary for the preservation and enjoyment of substantial property rights
43 possessed by other properties in the same zoning district and same vicinity.

44 (5) Absence of detriment.

45 No area variance shall be granted that will create substantial detriment to adjacent property or
46 that will materially impair or be contrary to the purpose and spirit of this chapter or the public
47 interest.
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1 (6) Additional requirements in wetland districts.

2 No variance shall be granted where:

- 3 (a) Filling and development contrary to the purpose and intent of the W-1 District would result.
4 (b) A change in the boundaries of the any wetland district would result.
5 (c) Any action contrary to the provisions of Chapter NR 116 or Chapter NR 166 of the Wisconsin
6 Administrative Code would result.

7 **Sec. 66.1608 Wetland Mapping Disputes**

8 Whenever the Board of Appeals is asked to interpret a W-1 District boundary where an apparent
9 discrepancy exists between the Village’s Final Wetland Inventory Map and actual field conditions, the
10 Village shall contact the Wisconsin Department of Natural Resources (DNR) to determine if the wetland
11 inventory map is in error. If the DNR staff concurs that the particular area was incorrectly mapped as
12 a wetland, the Board of Appeals shall direct the Plan Commission to initiate appropriate action to
13 rezone the property within a reasonable amount of time. If the DNR staff does not concur that the
14 particular area is incorrectly mapped, the Zoning Board of Appeals shall affirm the Zoning
15 Administrator’s interpretation.

16 **Sec. 66.1609 Decision**

17 The Zoning Board of Appeals shall decide all appeals and applications within a reasonable period of
18 time after the public hearing and shall transmit a signed copy of the Board’s decision to the appellant
19 or applicant, the Zoning Administrator, and the Plan Commission.

- 20 (1) Modifications or additions to any condition attached to a permit may be made by the Zoning
21 Board of Appeals, which shall be enforced by the Zoning Administrator.
22 (2) Variances granted by the Board, relating to the commencement of construction of a building or
23 structure, shall expire within a period of time established by the Board, but in no case shall such
24 period exceed 12 months unless substantial work has commenced pursuant to such variance as
25 determined by the Zoning Administrator. If the variance expires, it is invalid and the applicant
26 must reapply for a variance.

27 **Sec. 66.1610 Review by Court of Record**

28 Any person or persons, jointly or severally aggrieved by any decision of the Zoning Board of Appeals,
29 or any taxpayer, or any officer, department, or board of the Village may, within 30 days after the filing
30 of the decision in the office of the Zoning Board of Appeals, commence an action seeking the remedy
31 available by Certiorari.

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SECTION 1700 - CHANGES AND AMENDMENTS

2 **Sec. 66.1701 Authority**

3 The Village Board may, by Ordinance, change the district boundaries or amend, change, or supplement
4 the regulations established by this chapter or amendments thereto.

5 **Sec. 66.1702 Initiation**

6 A change or amendment may be initiated by the Village Board or Plan Commission or by an application
7 of one or more of the owners, lessees or contract purchasers of the property subject to the proposed
8 change.

9 **Sec. 66.1703 Applications**

10 Applications for any change to the district boundaries or amendments to the regulations shall be filed
11 with the Zoning Administrator, and shall contain a legal description of the premises to be rezoned or
12 the regulations to be amended. If the application is submitted by a contract purchaser, a copy of the
13 offer to purchase shall be included with the application. The application shall list the reasons, which
14 justify the application, and specify the proposed use, or provide the proposed amended wording in the
15 regulation.

16 **Sec. 66.1704 Review and Recommendations**

17 The Plan Commission shall review all proposed changes and amendments within the corporate limits
18 and shall recommend that the petition be granted as requested, modified and granted, or denied.

19 **Sec. 66.1705 Hearings**

20 The Plan Commission shall hold a public hearing upon each application giving public notice thereof as
21 specified in section 66.1801 of this Chapter, listing the time, place and the changes of amendments
22 proposed. The Plan Commission shall also give at least ten days' prior written notice to the clerk of any
23 municipality within 1,000 feet of any land to be affected by the proposed change or amendment.
24 (*Amended Ordinance 117-041806*).

25 **Sec. 66.1706 Village Board's Action**

26 As soon as possible after such public hearing, and after careful consideration of the Plan Commission's
27 recommendations, the Village Board shall act on the application approving, either modifying and
28 approving, or disapproving of the same.

29 **Sec. 66.1708 Wetland Amendments**

30 (1) Notice to DNR.

31 The Village shall transmit a notice of any proposed change (text or map) in the W-1 district to the
32 Wisconsin Department of Natural Resources (DNR). Notice requirements shall be as follows:

- 33 (a) A copy of every application for a text or map change shall be mailed within five days of filing
34 with the Zoning Administrator.
- 35 (b) At least ten days prior notice of any public hearing on a wetland zoning amendment shall
36 be provided.
- 37 (c) Notice of a Plan Commission recommendation no later than ten days following the
38 recommendation shall be provided.
- 39 (d) Notice of a Village Board decision no later than ten days following the decision shall be
40 provided.

41 (2) Review standards.

42 No wetland in the W-1 district shall be rezoned if the rezoning results in a significant adverse
43 impact on storm or floodwater storage capacity; maintenance of dry season stream flow, the
44 discharge of groundwater from the wetland to another area, or the flow of groundwater through
45 a wetland; filtering or storage of sediments, nutrients, heavy metals, or organic compounds that

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would otherwise drain into navigable waters; shoreline protection against soil erosion; fish spawning, breeding, nursery or feeding grounds; wildlife habitat; or areas of special recreational, scenic or scientific interest, including scarce wetland types.

(3) DNR objections.

If the DNR has notified the Plan Commission that an amendment to the W-1 district may have a significant adverse impact upon any of the criteria listed in subsection (b) above, that amendment, if approved by the Village Board, shall not take effect until more than 30 days have elapsed since written notice of the Village Board’s approval of this amendment was mailed to the Department of Natural Resources. During that 30-day period, the Department of Natural Resources may notify the Village Board that it will adopt a superseding shoreland ordinance for the Village pursuant to Wis. Stats., §62.231. If the Department does so notify the Village Board, the effect of this amendment shall be stayed until the Section 62.231 adoption procedure is completed or otherwise terminated.

Sec. 66.1709 Protest

In the event of a protest against a district change duly signed and acknowledged by the owners of 20 percent or more, either of the areas of the land included in such proposed change, or by the owners of 20 percent or more of the land immediately adjacent extending 100 feet there from, or by the owners of 20 percent or more of the land directly opposite thereto extending 100 feet from the street frontage of such opposite land, such changes or amendments shall not become effective except by the favorable vote of three-fourths (3/4) of the Village Board membership of the proposed change.

Sec. 66.1710 Map and Text Amendments

This section contains a chronological listing of changes and/or amendments that were made to the Village’s Zoning District Map, the Official Map or the text of the Zoning Code as the result of the passing and adoption of the stated ordinances. It also contains a chronological listing of all Conditional Use Permits granted.

July 13, 2004: Ordinance 102 changed the composition of the Plan Commission to five members - superseded by later revisions.

November 9, 2004: Ordinance 102 adopted the revised Zoning Code as a major update.

May 10, 2005: Ordinance 111 changed the composition of the Plan Commission back to seven members. Sec. 66.1500(a).

October 25, 2005: Ordinance 112 added pier permit and dock construction standards – Sec. 66.1020.

April 18, 2006: Ordinance 116 changed the zoning on three parcels of land from R-1 to R-2.

April 18, 2006: Ordinance 117 amended Secs. 66.0323(a)(25), 66.0323(a)(38), 66.0322(a)(37), 66.0501(b)(5), 66.0501(a)(4), 66.0710(b), and 66.1205.

June 13, 2006: Ordinance 120 amended Secs. 66.0307-.0310, 66.0322(e)(7), 66.0322(i)(6), 66.0404, 66.0331(a)(5), 66.0331(a)(5), 66.0342(d), 66.0403(j)(2)(d), 66.0403(j)(2)(l), 66.0406(d), 66.0706(b), 66.1530(d), 66.1531, 66.1050(a)(14), 66.2100, 66.0716(c)(5), 66.0704(f), 66.0403(j)((1)(b)(2),and 66.0708(c).

October 10, 2006: Ord. 122 changed the zoning for a parcel on North Woods Drive from R-1 to B-1.

May 14, 2007: Ordinance 126 created Sec. 66.1035 establishing street names and repealed Sec. 66.0704(c).

June 12, 2007: Ordinance 128 amended Secs. 66.1050(a)(16(b), 66.0403(j), 66.0320(b)(3), 66.0320(a)(76), 66.0320(c)(24), and 66.0403(j)(6)(a).

July 10, 2007: Ordinance 130 amended Secs. 66.0404(g), 66.0320(c)(25) and 66.0320(g)(6).

VILLAGE OF SISTER BAY ZONING CODE

- 1 July 10, 2007: Ordinance 131 amended the entire Sign Code – Secs. 66.0701 - 66.0718.
- 2 December 11, 2007: Ordinance 134 amended Secs. 66.1050, 66.0702, 66.1530 and 66.0501 regarding
3 propane tanks and fire hydrant placement.
- 4 February 12, 2008: Ordinance 137 amended the R-4 and development agreement standards - Secs.
5 66.0310(e)(2), 66.0310(g), 66.0314, 66.1510.1, and 66.1510.
- 6 August 12, 2008: Ordinance 141 amended Chapter 66 of the Municipal Code regarding architectural
7 standards – Sec. 66.0310(g)(5).
- 8 August 12, 2008: Ordinance 143 amended Sec. 66.0302(b)(8) regarding business activities during
9 festivals.
- 10 August 12, 2008: Ordinance 144 amended Sec. 66.0501(a)(7) - Utility Service To Accessory Buildings.
- 11 November 4, 2008: Ordinance 146 amended Secs. 66.0501(b) and 66.0710 regarding accessory
12 building setbacks and sandwich board special event signage.
- 13 May 04, 2009: Ordinance 150 amended Sec. 66.0331(a)(b) regarding farm markets, garden plots and
14 the definition of farm market.
- 15 July 14, 2009: Ordinance 154 amended Sec. 66.0704 - Adjustments To Required Parking – Sec. 66.0404,
16 Parking Requirements – Sec. 66.0403, Fire and Explosive Hazards and Fireworks Regulations – Sec.
17 66.0803 and rezoned the former Helms Four Seasons Resort property to P-1.
- 18 July 14, 2009: Ordinance 154 rezoned the former Helms Four Season resort property to P-1.
- 19 December 8, 2009: Ordinance 157 amended Sec. 66.0404 - Parking Exemptions.
- 20 December 8, 2009: Ordinance 158 amended Sec. 66.0323 - B-3 Professional Offices.
- 21 December 8, 2009: Ordinance 159 amended Chapter 66 of the Municipal Code regarding open space.
- 22 December 8, 2009: Ordinance 160 amended the building height requirements delineated in Sec.
23 66.0322 - B-2 District Regulations and Sec. 66.0323 - B-3 District Regulations.
- 24 December 8, 2009: Ordinance 161 amended Secs. 66.0322 and 66.00323 regarding building side
25 setbacks in the B-2 and B-3 Districts.
- 26 December 8, 2009: Ordinance 164 amended Sec. 66.1530 regarding Zoning Permits and Grading Plan
27 approval.
- 28 December 8, 2009: Ordinance 165 amended Sec. 66.0320 regarding housing in the B-1 District.
- 29 December 8, 2009: Ordinance 166 amended Sec. 66.0323 regarding Gas Stations in the B-3 District.
- 30 January 12, 2010: Ordinance 162 amended Sec. 66.1055 - Architectural Review Criteria.
- 31 March 09, 2010: Ordinance 163 amended Sec. 66.1025 regarding the impact on housing stock by
32 commercial projects and established Sec. 66.1030 creating incentives for workforce housing for R-2
33 District projects.
- 34 April 13, 2010: Ordinance 168 amended the Zoning Map to permit a B-1 conditional use for the parcel
35 located at 10578 Applewood Road.
- 36 April 13, 2010: Ordinance 169 established a zoning permit moratorium on certain types of restaurants.
- 37 July 13, 2010: Ordinance 170 amended Sec. 66.0313 in such fashion that the keeping of certain non-
38 domestic animals in the R-3 District is permitted.
- 39

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- 1 July 13, 2010: Ordinance 171 amended Secs. 66.0900 – 66.0922 and recreated the entire section of
2 the Code that pertains to non-conforming uses and structures.
- 3 August 10, 2010: Ordinance 172 amended Sec. 66.350 as well as multiple other sections of the Zoning
4 Code to create a Restaurant Overlay District - RO-1.
- 5 August 10, 2010: Ordinance 173 amended Sec. 66.1535 and recreated the entire section on conditional
6 uses.
- 7 August 10, 2010: Ordinance 174 amended Sec. 66.0706 and allowed ground signs in the B-3 District to
8 be closer to the curb.
- 9 September 14, 2010: Ordinance 176 amended Sec. 66.0345(d)(1) - Wellhead Protection Overlay
10 Districts.
- 11 October 12, 2010: Ordinance 178 amended the Zoning Map for the Village of Sister Bay in such fashion
12 that it shows that the parcel Located at 10674 North Bay Shore Drive contains wetland areas that will
13 be zoned W-1.
- 14 December 14, 2010: Ordinance 180 amended Sec. 66.0710(c) - Sandwich Boards and Sec. 66.0705(c) -
15 Home Occupation Signs.
- 16 December 14, 2010: Ordinance 181 approved the Frisoni Door County Ice Cream Factory C.U. Permit.
- 17 December 14, 2010: Ordinance 182 amended the Zoning Map for the Village of Sister Bay for the Parcel
18 located at 10674 North Bay Shore Drive to Include certain wetlands areas that will be zoned W-1.
- 19 April 12, 2011: Ordinance 185 amended Sec. 700 - Sign Regulations, and repealed Sec. 58.4 of the
20 Municipal Code.
- 21 June 14, 2011: Ordinance 186 amended Sec. 66.0322(i)(11) regarding special standards for garages in
22 the B-2 District.
- 23 July 12, 2011: Ordinance 187 amended Secs. 66.0320 through 66.0323 - Permitted Accessory and
24 Conditional Uses in the B-1, B-2 and B-3 Districts, and Sec. 66.0315(c) - CS-1 Countryside District
25 Conditional Uses For Hotels and Motels.
- 26 September 13, 2011: Ordinance 191 amended the Zoning Map for a parcel located at 2399 Maple
27 Drive and granted a conditional use permit for a garage — Hubertz.
- 28 March 13, 2012: Ordinance 192 amended the Zoning Map for certain parcels located on Fieldcrest
29 Road to show that certain wetlands areas will be zoned W-1 — Schuyler.
- 30 May 8, 2012: Ordinance 193 created Sec. 66.0711(c) establishing standards for additional shopping
31 center identification signs.
- 32 September 9, 2012: Ordinance 200 amended Sec. 66.0330(f) - Setbacks for the Institutional I-1 District.
- 33 September 9, 2012: Ordinance 201 amended Sec. 66.0405(h) in such fashion that the time period for
34 the Downtown Business District B-3 parking exemption was extended.
- 35 September 9, 2012: Ordinance 202 amended Secs. 66.0405 and 66.0406 - Highway Access and Other
36 Parking Restrictions.
- 37 September 9, 2012: Ordinance 203 amended certain requirements for the Multifamily - R-2 District.
- 38 September 9, 2012: Ordinance 204 amended several sections of the Zoning Code, which was
39 renumbered.
- 40 October 09, 2012: Ordinance 205 changed the zoning for the parcel located at 10547 Koessl Lane from
41 I-1 to B-1.

VILLAGE OF SISTER BAY ZONING CODE

- 1 October 09, 2012: Ordinance 206 amended Sec. 66.0911 that removes the 50% valuation requirement.
- 2 October 09, 2012: Ordinance 207 amended Sec. 66.0501 - Accessory Uses and the accessory use
3 requirements contained in the following sections of the Zoning Code: 66.0310(f), 66.0311(f),
4 66.0312(f), 66.0313(f), 66.0314(f), 66.0315(f), 66.0320(f), 66.0330(f), and 66.0331(f).
- 5 October 09, 2012: Ordinance 208 amended Sec. 66.0506 - Outdoor Displays.
- 6 May 14, 2013: Ordinance 210 amended the Official Map for the area bounded by Maple Drive, Highway
7 57, Flint Ridge Road and Woodcrest Road.
- 8 May 14, 2013: Ordinance 211 recreated Sec. 66.0310 - Residential Second Dwelling Overlay District.
- 9 May 14, 2013: Ordinance 212 amended the Zoning Map as it relates to a parcel located at 10621 N.
10 Highland Road and grants a Conditional Use Permit for an outdoor recreation facility and a fast food
11 restaurant.
- 12 August 13, 2013: Ordinance 215 amended the Zoning Map in such fashion that it shows that the zoning
13 for Parcel No. 181-42-30001 located at 10604 STH 57, and Parcel Nos. 181-42-30008, 181-42-30006A
14 and 181-42-30005 is R-2 Multifamily.
- 15 August 13, 2013: Ordinance 216 amended the Zoning Map in such fashion that it shows that the zoning
16 for Parcel No. 181-00-05312833D located at 10625 N. Highland Road is R-2 Multifamily.
- 17 August 13, 2013: Ordinance 217 repealed and recreated Secs. 66.0322 and 66.0323 in such fashion
18 that hotel condominiums are considered permitted uses in The B-2 Downtown Business Transition
19 District and The B-3 Downtown Business Transition District.
- 20 ***On October 8, 2013 The Naming/Identification Process For Ordinances Was Changed. Therefore, The***
21 ***Ordinances Mentioned In This Section of the Zoning Code Will Be Listed in a Number/6 Digit Date***
22 ***Format. [For Example: 200-010115 stands for “Ordinance 200, Adopted on January 1, 2015”.]***
- 23 218-100813 amended the Official Map as it relates to the area west of Fieldcrest Road and north of
24 Country Lane.
- 25 221-021114 amended the portion of the Official Map for the Village of Sister Bay that relates to the
26 area east of Orchard Dr. and North of Flint Ridge Rd.
- 27 225-041414 amended and recreated Sec. 66.0722 - Other On/Off Premise Signs with Permit, and
28 created a “Sunset” Clause with respect to the Bay Shore Drive Project.
- 29 230-082614 amended the Official Map - Officially Mapped Streets.
- 30 231-091614 amended Sec. 66.0501(e)(2)(h).
- 31 232-091614 amended Sec. 66.0505 - Wind Energy Towers.
- 32 233-111814 amended Sec. 66.0323 - Calculations in the B-3 Zoning District.
- 33 234-122914 amended Sec. 66.0711 - Shopping Center Signage.
- 34 235a-122914 amended Sec. 66.0808 – Noise/Performance Standards.
- 35 235-022415 amended the Zoning Map for Parcel No. 181-00-05312833D Located at 10625 N. Highland
36 Road.
- 37 241-111715 Amended Sec. 66.0501(b)(3)(e) - Accessory Buildings in Front Yard Setback Area and Sec.
38 66.0311(c)(1) - Conditional Uses in the R-1 Zoning District.
- 39 244-100416 Amended Sec. 66.0700 - “Sign Regulations”.
- 40 245-111616 Adopted a Planned Unit Development (PUD) for the Sister Bay Market Place Property.
- 41

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1 246-122716: changed the zoning from B-1 to R-3 for a portion of Parcel 1810008312833F that is owned
2 by Ron and Barb Sense at 2454 Flint Ridge Rd. (CSM approved by the passing and adoption of Res. 341-
3 122716 - No parcel number was issued at the time of this writing.)

4 December 12, 2017: Ordinance No. 250-121217 repealed Sec. 66.0310(e).

5 December 12, 2017: Ordinance No. 251-121217 amended Secs. 66.0313(c), 66.0315(c), and 66.0320(c)
6 in such fashion that assembly halls are allowed as a conditional use on Parcel Nos. 181-00-08312832B,
7 181-00-08312832A2, 181-00-08312832C, and 181-00-08312832D1 in the R-3 District, and the entire
8 CS-1 and B-1 Districts.

9
10 April 17, 2018: Ordinance No. 258-041718 amended Secs. 66.0320(a)(27), 66.0322(a)(17),
11 66.0323(a)(21), 66.2100, 66.0322(h)(1) and 66.0323(h)(1), and deleted Secs. 66.0322(h)(2) and
12 66.0323(h)(2).

13 April 17, 2018: Ordinance No. 259-041718 amended Sec. 66.0313(c)(1) in such fashion that assembly
14 halls are allowed as a conditional use in the entire R-3 Zoning District.

15 August 21, 2018: Ordinance No. 260-082118 amended Sec. 66.2100 in such fashion that a definition
16 is provided for the term “Assembly Hall”, and amended Sec. 66.0711(g)(2) in such fashion that it states
17 that the bottom of projecting signs installed over sidewalks which are cleared of snow by the Village
18 must have a minimum clearance of 92”.

19 February 19, 2019: Ordinance No. 263-021919 amended Sec. 66.0320(a) in such fashion that (37)
20 states that light industrial food preparation, manufacturing, processing and assembly, packaging,
21 storage and distribution are permitted uses in the B-1 District, and provided definitions for the terms
22 “Brewing”, “Commercial Kitchen”, “Food”, “Light Industrial Food Preparation, Manufacturing,
23 Processing and Assembly, Packaging, Storage and Distribution” and “Duplex”.

24 June 18, 2019: Ordinance No. 265-061819 amended Sec. 66.0313(c)(1) in such fashion that it states
25 that Assembly Halls are no longer allowed as a conditional use in the R-3 District.

26 August 20, 2019: Ordinance No. 267-082019 amended Sec. 66.1530(m) in such fashion that it states
27 that the Village Engineer shall determine the size and length of any required culverts, but, in no case
28 shall a culvert be less than 18” in diameter and less than 15 feet longer than the width of the driveway
29 on which it is installed.

30 November 19, 2019: Ordinance No. 269-111919 changed the zoning designation for a portion of Parcel
31 No. 181-00-08312834B, which has been assigned an address of 10315 Orchard Drive, from CS-1 to R-
32 3. (The related CSM is the subject of Resolution No. 409-111919.)

33 January 28, 2020: Ordinance No. 271-012820 amended several provisions of the Village’s Sign Code –
34 Section 66.0700.

35 November 9, 2021: Ordinance No. 288-110921 amended several sections of the Zoning Code; more
36 particular:

37 Sec. 66.0300 – General Zoning Standards;

38 Sec. 66.0311 – R-1 Regulations;

39 Sec. 66.0312 - R-2 Regulations;

40 Sec. 66.0313 – R3 Regulations;

41 Sec. 66.0314 – R-4 Regulations;

42 Sec. 66.0315 – CS-1 Regulations;

43 Sec. 66.0320 – B-1 Regulations;

44 Sec. 66.0322 – B-2 Regulations;

45 Sec. 66.0323 – B-3 Regulations;

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1 Sec. 66.2001 – Zoning Code Definitions, and,
2 deleted Sec. 66.0310 - 2nd Dwelling Unit Overlay District, in its entirety.

3 October 18, 2022: Ordinance No. 302 amended Sec. 66.0331(d) in such fashion that it states that if a
4 public historic site contains more than one principal building, the footprint of all buildings, parking,
5 driveways and sidewalks on that site may not exceed 25% of the lot area, and the remaining land must
6 be left as open space

7 December 22, 2022: Ordinance No. 308 amended Sec. 66.0302(d)(8) – Use Restrictions, in such fashion
8 that it states that a property owner may allow camping on their land for up to 72 hours in a calendar
9 year as long as bathroom facilities are available on the premise, but imposed the condition that the
10 camping unit must be removed from the property after each camping stay. Definitions were also added
11 for the terms “Bathroom Facilities” and Living Quarters”, duplexes were listed as a permitted use in the
12 R-2 District, and language was added which states that any public improvements on private land that
13 are installed after December 22, 2022 and have been approved by the Village Board will not deem that
14 land to be “non-conforming” in size as the result of the addition of the public improvements; nor shall
15 any publicly installed impervious surface be counted toward the impervious surface or open space
16 limitations for that property.

17 December 22, 2022: Ordinance No. 309, amended Sec. 66.0331 in such fashion that the list of
18 conditional uses in the P-1 - Park District was significantly reduced.

19 December 22, 2022: Ordinance No. 310 addressed noise associated with telecommunication sites and
20 created Sec. 66.0810 – Outdoor Entertainment Facilities. That section of the Zoning Code states that
21 from this point forward outdoor entertainment facilities will be considered Conditional Uses in the B-1,
22 B-3 and P-1 Districts, and it also establishes standards and conditions for outdoor entertainment
23 facilities that will automatically be imposed if and when a Conditional Use Permit is granted for such a
24 use.

25 ***On April 18, 2023 The Naming/Identification Mechanism For Village Ordinances Was Changed Again.
26 Therefore, From this Point Forward All Ordinances Mentioned In This Section of the Zoning Code Will
27 Be Listed in a Year of Adoption/Three Digit Number Format. (For Example: 2023-002 stands for
28 Ordinance No. 2 that was passed and adopted in 2023.)***

29
30 April 18, 2023 – Ordinance No. 2023 - 002 authorized the deletion of the existing definitions for the
31 terms “Food Truck” and “Mobile Food Establishment”, provided definitions for the terms, “Mobile
32 Food Vendor”, “Mobile Food Vendor Court”, “Mobile Food Vendor Permit”, “Mobile Food Vendor Unit”,
33 and “Temporarily Parked”, amended Sec. 66.0320(c) in such fashion that “a Mobile Food Vendor Court”
34 is listed as a “Conditional Use” in the B-1 District, and established a series of requirements for any food
35 vendor courts that are approved.

36 June 20, 2023 – Ordinance No. 2023 - 004 amended several sections of the Zoning Code in an attempt
37 to address the land use compatibility concerns that have been identified with respect to short-term
38 rentals, and created a number of new definitions for related terms.

39 September 19, 2023 – Ordinance No. 2023 – 008 amended several sections of the Zoning Code for the
40 Village of Sister Bay with respect to sidewalk widths and locations.

41 December 19, 2023 – Ordinance No. 2023 - 014 amended Sec. 66.0320(e)(3) – Mobile Food Vendor Courts,
42 as well as the definition for the term Festival Permit that appears in the General Definitions section of the
43 Zoning Code.

44 March 19, 2024 – Ordinance No. 2024 - 006 amended several portions of Sec. 66.0504 – Wireless
45 Telecommunication Sites.

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1 March 19, 2024 – Ordinance No. 2024 – 008 amended Sec. 66.0403(10)(d)1 in such fashion that it states
2 that garage stalls that are made available for parking at single family dwellings utilized as short-term
3 rentals will count toward the number of parking stalls allowed on such properties.

4 March 19, 2024 - Ordinance No. 2024 - 009 amended Sec. 66.0406(6) in such fashion that it states that
5 compliance with the provisions of that section shall be deemed to be removal of all hard surfaces of a
6 non-compliant driveway from the roadbed to the R.O.W., but if a property owner wishes to retain the
7 remainder of the non-compliant driveway, all hard surfaces must be removed within five feet of the
8 right-of-way, and within that five feet, three trees, at least four feet in height shall be planted between
9 the right-of-way or front lot lien and the terminus of the remaining driveway.

10 March 19, 2024 – Ordinance No. 2024 - 010 amended Sec. 66.0301 in such fashion that it states that a
11 certified copy of the Village’s Zoning Map shall bear upon its face the attestation of the Village President
12 and the Village Clerk.

13 March 19, 2024 - Ordinance No. 2024-011 amended the Zoning Code in such fashion that it states that
14 in any instances where specific dollar amounts for fees or forfeitures are mentioned in the Code, those
15 dollar amounts shall be replaced with the statement that the fee that is delineated in the most recently
16 adopted version of the Village’s Fee Schedule will be imposed. Ordinance No. 2024-011 also states that
17 any and all scrivener’s errors that appear throughout the Code may be corrected.

18

VILLAGE OF SISTER BAY ZONING CODE

SECTION 1800 – PUBLIC HEARINGS

1 **Sec. 66.1801 Public Hearings**

2 Notice of any public hearing which the Village Board, Plan Commission, or Zoning Board of Appeals is
3 required to hold under the terms of this chapter shall specify the date, time and place of hearing, and
4 the matter to be presented at the hearing. Pursuant to Chapter 985 of the Wisconsin Statutes, the
5 notice may be published as a Class 1 notice or Class 2 notice, to-wit:

6 (1) Zoning Board of Appeals hearings.

7 The notice of public hearing for a variance or appeal before the Zoning Board of Appeals shall be
8 published in a newspaper of general circulation in the Village as a Class 1 notice that is, published
9 once at least one week before the public hearing. Notice of the public hearings shall be mailed to
10 all parties-in-interest at least ten days before the hearing. Parties-in-interest shall be defined as
11 the applicant, the clerk of any municipality whose boundaries are within 1,000 feet of any lands
12 included in the application and the owners of all lands included in the application and all lands
13 lying within 300 feet of lands included in the application. The failure to give any notice to any
14 property owner shall not invalidate the action taken by one of the aforementioned bodies.

15 (2) Zoning related hearings.

16 The notice of public hearing for a Zoning Amendment (text or map) or a Conditional Use Permit
17 shall be published in a newspaper of general circulation in the Village as a Class 2 notice that is
18 at least once each week for two consecutive weeks, the last publication of which shall be at
19 least one week before the public hearing. Notice of the public hearings shall be mailed to all
20 parties-in-interest at least ten days before the hearing. Parties-in-interest shall be defined as the
21 applicant, the clerk of any municipality whose boundaries are within 1,000 feet of any lands
22 included in the application. and the owners of all lands included in the application and all lands
23 lying within 300 feet of lands included in the application. The failure to give any notice to any
24 property owner shall not invalidate the action taken by one of the aforementioned bodies.

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1

VILLAGE OF SISTER BAY ZONING CODE

SECTION 2000 – GENERAL DEFINITIONS

Several Portions of This Section of the Zoning Code Have Been Amended in Accord With The Provisions of Ordinance No. 288, Which Was Passed and Adopted on November 9, 2021.

Sec. 66.2001 General Definitions. For the purpose of this Chapter, certain words or phrases shall have meanings that either vary somewhat from their customary dictionary meanings or are intended to be interpreted to have a specific meaning. Words used in the present tense in this chapter include the future. The word “person” includes a firm, association, partnership, trust, company, or corporation as well as an individual. The word “he” includes the word “she.” The word “shall” is mandatory, the word “should” is advisory and the word “may” is permissive. Any words not defined in this section shall be presumed to have their customary dictionary definitions.

Sec. 66.2100 Specific Words and Phrases.

Abutting.

Having common border with, or being separated from such common border by an alley or easement other than publicly dedicated and approved rights-of-way.

Accessory Structure.

Building or other structure which is customary, incidental and subordinate to a permitted principal use of a lot and located on the same lot as the principal use and does not meet the definition of a principal structure. *(Amended Ordinance 120-061306)*

Accessory Use. A use or detached structure subordinate to the principal use of a structure, land, water, or air and located on the same lot or parcel, and serving a purpose customarily incidental to the principal use or the principal structure.

Adult Family Home. A private residence to which all of the following apply:

- (1) Care and maintenance above the level of room and board but not including nursing care are provided in the private residence by the care provider whose primary domicile is this residence for 3 or 4 adults, or more adults if all of the adults are siblings, each of whom has a developmental disability, as defined in Wisconsin Statutes §51.01(5), or, if the residence is licensed as a foster home, care and maintenance are provided to children, the combined total of adults and children so served being no more than 4, or more adults or children if all of the adults or all of the children are siblings; and,
- (2) The private residence was licensed under Wisconsin Statutes § 48.62 as a foster home for the care of the adults specified in sub(a) at least 12 months before any of the adults attained 18 years of age.

Aggrieved Person.

One whose application for a permit is denied, one whose permit is revoked, and in some instances, taxpayers. An adjacent property owner is not an aggrieved person unless suffering some specific ascertainable damage or is specifically injured by the actions of a neighbor.

Alley.

A public right-of-way affording only secondary access to abutting properties and not intended for general traffic circulation.

Amusement Park.

A commercially operated facility with various devices for entertainment, which are located primarily outdoors, including miniature golf, inflatable structures and go kart tracks.

VILLAGE OF SISTER BAY ZONING CODE

1 Animals, Domestic

2 Shall refer to animals kept primarily in the home, such as dogs, cats, snakes, small rodents, rabbits,
3 pigmy goats, pot-bellied pigs. (*Amended Ordinance 170-071310*)

4 Animals, Non-Domestic

5 Shall include, but not be limited to horses, mules, alpacas, llamas, swine, cows, goats, donkeys,
6 chickens, ducks and any endangered or exotic species of animal, including wild animals. (*Amended*
7 *Ordinance 170-071310*)

8 Animals, Wild

9 Shall include, but not be limited to monkeys, non-human primates, raccoons, skunks, fox, wolf,
10 poisonous snakes, leopard, panther, tiger, lynx, and any warm blooded animal found normally in a wild
11 state. (*Amended Ordinance 170-071310*)

12 Animal Hospital.

13 A place where animals or pets are given medical or surgical treatment and the boarding of animals is
14 limited to short-term care incidental to the hospital use.

15 Antenna, Earth Station Dish.

16 A dish-shaped antenna designed to receive television and internet broadcasts. [Also see Section
17 66.0503].

18 Antenna, Terrestrial.

19 Any antenna designed to receive television and radio signals relayed from one ground location to
20 another ground location. Such antennas are typically mounted on a tower or support on the rooftop
21 of a structure, or on freestanding towers.

22 Antenna.

23 A specific device the surface of which is used to receive or capture incoming and/or to transmit
24 outgoing radio-frequency (RF) signals, microwave signals, or other communications energy
25 transmitted from or to be received by other antennas, including, but not limited to the following:

- 26 (1) Directional (or “panel”) antennas, designed to receive and/or transmit signals in a directional
27 pattern which is less than 360 degrees, typically an arc of approximately 120 degrees;
- 28 (2) Parabolic (or “dish”) antennas, generally bowl-shaped devices that are designed to receive and/or
29 transmit signals in an approximate specific direction;
- 30 (a) Microwave parabolic antennas are designed to transmit and/or receive microwave signals
31 to or from other microwave parabolic antennas;
- 32 (b) Satellite parabolic antennas are designed to transmit and/or receive audio and/or video or
33 data signals from satellites orbiting the earth;
- 34 (c) Other devices designed for the reception and/or transmission of radio-frequency (RF)
35 signals or other communication technologies.

36 Aquifer.

37 A geologic formation, group of formations, or part of a formation that contains sufficient
38 saturated, permeable material to yield significant quantities of water to wells and springs.

39 Art Gallery.

40 An institution or business exhibiting or selling works of art.

41 Art Studio.

42 An establishment engaged in the sale or exhibit of art works such as paintings, sculpture, macramé,
43 knitted goods, stitchery or pottery. Art studios are also engaged in the creations of such art works and
44 often offer instruction in their creation.

45

46

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1 Art.
2 The conscious use of skill, taste and creative imagination in the production of objects whose primary
3 or sole value is intended to be aesthetic. Art is distinct from other forms of production by its
4 application of personal, un-analyzable creative power, not merely expertness in workmanship.

5 Arterial Highway.
6 A public street or highway used or intended to be used primarily for fast or heavy through traffic.
7 Arterial streets and highways include freeways and expressways, state trunk and county trunk
8 highways, and other heavily traveled streets.

9 Assembly Hall.
10 A facility designed and/or operated for the gathering of fifty (50) or more people for private or
11 commercial functions. For example, an event conducted for the purpose of hosting a party, banquet,
12 wedding, reception or other social event. (*Amended Ordinance No. 260-082118*)

13 Attainable Housing.
14 Attainable housing shall be defined as housing for individuals actively working within the boundaries of
15 the Gibraltar School District, who meet the incomes levels for individuals and families, which do not
16 exceed the average median earned income level for Door County.

17 Audio/Video Production.
18 An activity, not in conjunction with adult-oriented facilities, involving the production, including
19 scripting, recording, editing and postproduction of audio and visual taped media for educational,
20 entertainment or promotional purposes.

21 Automotive Body Repair.
22 Activities involving the repair, painting or undercoating of the body or frame of vehicles with a gross
23 vehicle weight of 10,000 pounds or less. Body and frame repair does not include mechanical engine or
24 power train repair.

25 Automotive Mechanical Repair.
26 Activities involving the maintenance, servicing or repair of automotive engines, power train,
27 suspension and exhaust system on vehicles with a gross vehicle weight of 10,000 pounds or less.
28 Mechanical repair does not include body and frame repair, painting or undercoating.

29 Automotive Sales and Service.
30 Any building, land area, or other premises for the display and sale of new or used automobiles, pickup
31 trucks or vans, lawn and garden implements, trailers, boats, or other recreational vehicles and
32 including any warranty repair work and other repair service conducted as an accessory use.

33 Awning.
34 A roof-like structure of a permanent nature, which projects from the wall of a building. An awning may
35 also be called a canopy or marquee.

36 Baby Sitting.
37 The act of providing care and supervision for fewer than four children. This definition does not apply
38 when the baby sitter is related to the child, or when more than four children in one household are
39 related.

40 Basement.
41 That portion of any structure, which is below grade, or which is partly below and partly above grade
42 but so located that the vertical distance from the grade to the floor is greater than the vertical distance
43 from the grade to the ceiling.

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VILLAGE OF SISTER BAY ZONING CODE

1 Bathroom Facilities.

2 An area equipped with potable water and a flushing toilet that is connected to Village sewer or a
3 private on-site wastewater treatment system.

4 *(Amended – Ordinance No. 308-122022)*

5 Bed and Breakfast.

6 Any place of lodging that provides four or fewer rooms for rent for more than 10 nights in a 12-month
7 period, is the owner’s personal residence, is occupied by the owner during the time of rental, and in
8 which the only meal served to guests is breakfast.

9 Bedroom.

10 A private room, 100 square feet or more in area, planned for sleeping and separable from other rooms
11 by a door.

12 Benign Non-Conforming.

13 Benign non-conformities are those that do not have a negative impact on the health and safety of the
14 public, but may have a negative impact on public welfare. *(Amended Ordinance 171-071310)*

15 Billboard. See “Sign, Off-Premise.”

16 Boardinghouse.

17 A place in which lodging, with or without meals, is offered for compensation to non-transient guests,
18 that provides four or less rooms for rent, is the owner's personal residence, and is occupied by the
19 owner during the time of rental.

20 Boathouse.

21 An accessory structure, which is accessible by boats from navigable water, is designed, constructed
22 and used solely for the purpose of protecting or the storing of boats used for noncommercial purposes
23 in conjunction with a residence.

24 Brewing.

25 Preparing the ingredients of a consumable beverage by soaking, boiling, fermenting, infusing or
26 steeping. *(Amended Ordinance No. 263-021919)*

27 Buffer Yard.

28 An area of land containing sufficient area and width, landscape plantings, earth berms, fencing, walls,
29 or other visual and/or sound barriers intended to eliminate or minimize land use conflicts between
30 adjacent land uses.

31 Buildable Area.

32 The area of the lot remaining after the minimum front setback, side setbacks, rear setback, and
33 other green_space requirements, such as wetlands, have been met. (See Illustration No. 5)

34 Building Footprint.

35 The ground area covered by and including the exterior dimensions of a building, including enclosed
36 porches, attached garages and carports.

37 Building Height.

38 The vertical distance above the finished lot grade at the front of the building measured to the highest
39 point of the coping of a flat roof or to the deck line of a mansard roof or to the average height between
40 the eaves and the ridge of the highest gable, hip or gambrel roof. The finished lot grade shall be
41 the average grade across the front of the building measured five feet away. The height of a stepped or
42 terraced building is the maximum height of any segment of the building. Not included in the maximum
43 height are chimneys, bell towers, steeples, roof equipment, flagpoles and similar features, which are
44 not for human occupancy.

VILLAGE OF SISTER BAY ZONING CODE

1 Building Separation.

2 The narrowest distance between two buildings.

3 Building Setback Line.

4 A line within a lot or parcel of land that has been designated, pursuant to Village Zoning
5 Code requirements, on a plat of a proposed development, within which, the erection of an enclosed
6 structure or any portion thereof is prohibited.

7 Building, Accessory.

8 Any building except the principal building on a lot, and located on the same lot as the principal building.
9 In the case of a house and detached garage on a lot, the accessory building is the garage.

10 Building, Principal.

11 The main building or structure as distinguished from a secondary or accessory building. This includes a
12 house in a residential district, a store in a business district, or farm buildings in an agricultural district.

13 Building, Temporary.

14 Any building not designed to be permanently located in the place where it is currently located, or
15 where it is intended to be located.

16 Building.

17 Any structure having a roof supported by columns or walls used or intended to be used for the shelter
18 or enclosure of persons, animals, equipment, machinery, vehicles or materials.

19 Bulletin Board.

20 See “Sign, Bulletin.”

21 Business Site.

22 A tract consisting of one or more contiguous lots or parts of lots which are used for inter-dependent
23 ingress and egress of vehicles and containing one or more off-street loading or parking facilities; or any
24 business site having five or more parking stalls.

25 Camping Unit.

26 Any single shelter, except sleeping bags, bedrolls and hammocks, used for camping.

27 Camping.

28 The placement of a temporary shelter used as, or designed to be used for sleeping purposes. Examples
29 of shelters used for camping include tents, trailers, motor homes, recreational vehicles, and tarpaulins.

30 Candela.

31 A measure of light intensity. A candela is equal to 1/60 of the luminous intensity per square centimeter
32 of a blackbody radiating at the temperature of solidification of platinum (2,046° K.) By comparison, a
33 “foot-candle” is the illumination of a surface one-foot distant from a source of one candela, or one
34 lumen per foot.

35 Canopy.

36 See “Marquee.”

37 Car or Truck Wash.

38 Any facility used for the washing of vehicles requiring the installation of special equipment.

39 Community Based Residential Facility.

40 A place where 5 or more unrelated people live together in a community setting. Services provided
41 include room and board, supervision, and support services, and may include up to 3 hours of nursing
42 care per week.

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VILLAGE OF SISTER BAY ZONING CODE

1 Channel.

2 Those flood lands normally occupied by a stream, lakebed, or other body of water under
3 average annual high-water flow conditions while confined within generally well-established banks.

4 Clearing.

5 The act of removing trees or brush from any part of a wooded lot for the purpose of building
6 development or the creation of non-wooded areas.

7 Colocation.

8 Locating wireless communication facilities from more than one provider on a single site.

9 Commercial.

10 A land use whereby the owner or renter is engaged in the onsite sale of goods or services which does
11 not include lodging.

12 Commercial Kitchen.

13 An establishment where space is utilized to process food grown or produced primarily for the purposes
14 of selling or distributing off-site. (*Amended Ordinance No. 263-021919*)

15 Commercial Vehicle Sales and Service.

16 Any building, land area, or other premises for the display and sale of large trucks and equipment,
17 typically used in commercial operations, and including any warranty repair work and other repair
18 service conducted as an accessory use. For the purpose of this chapter, commercial trucks are trucks
19 with a gross vehicle weight in excess of 10,000 pounds.

20 Community Living Arrangement.

21 Means any of the following facilities: child welfare agencies group home for children and community-
22 based residential facilities; but does not include adult family homes, day care centers, nursing homes,
23 general hospitals, special hospitals, prisons and jails.

24 Community Water System.

25 A public water system that serves at least fifteen service connections used by year-round residents or
26 regularly serves at least twenty-five year round residents.

27 Community-based Residential Facility.

28 A place where three or more unrelated adults reside in which care, treatment or services above the
29 level of room and board but not including nursing care are provided to persons residing in the facility
30 as a primary function of the facility.

31 Conditional Uses.

32 Uses of a special nature as to make impractical their predetermination as a permitted use in a district.
33 Conditional uses have been used in zoning ordinances as flexible devices, which are designed to cover
34 situations where a particular use, although not inherently inconsistent with the use classification of a
35 particular zoning district, may create special problems and hazards if allowed to develop and locate as
36 a matter of right in a particular zoning district. Conditional uses are issued to properties, not
37 individuals, and their continued use runs with the property, not with the owner.

38 Condominium, Residential.

39 A condominium ownership property consisting of multiple single family dwelling units, whether within
40 one building or multiple buildings. (*Amended 6/20/23 – Ord. No. 2023-004*)

41 Cone of Depression.

42 A depression in the water table that occurs when a pumping well withdraws water as a rate faster than
43 the aquifer can supply water to the well.

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VILLAGE OF SISTER BAY ZONING CODE

- 1 Convenience Store.
2 A retail establishment of less than 3,000 square feet in area where food products and related
3 household products are sold.
- 4 Corner Lot.
5 A lot abutting on two streets at their intersection, where the angle of intersection is not more than
6 135 degrees.
- 7 Covenant.
8 A contract or other written agreement between two parties, which constitutes a restriction on a
9 particular parcel of land.
- 10 Craft Fair.
11 A temporary event where hand-made goods are available for sale.
- 12 Curb Elevation.
13 The elevation of the established curb in front of a building or structure generally used as a reference
14 point in establishing yard grades. Where curb has not been installed, the mean centerline elevation of
15 the street in front of the building or structure shall be used as the reference point.
- 16 Cutting/Planting Plan.
17 A plan for the removal of vegetation including any proposed replanting of vegetation.
- 18 Day Care Center / Child Care Center. (See “Family Day Care Home”.)
19 An establishment providing care and supervision for four or more persons under the age of seven and
20 licensed by the State of Wisconsin pursuant to Section 48.65 of the Wisconsin Statutes.
- 21 Deck.
22 An unenclosed, unroofed exterior platform structure, with or without railings, which is elevated above
23 preconstruction grade, is typically of wood construction, either attached to a building or freestanding.
24 A deck shall be considered a structure not building.
- 25 Deed Restriction.
26 Conditions placed on the deed to a property that establish specific conditions or limitations to an
27 approved use.
- 28 Density.
29 A number expressing the relationship of the number of dwelling units to land area.
- 30 Detrimental non-conformities
31 Are those that have a negative impact on the health and safety of the public. Detrimental non-
32 conformities have the potential for harm. (*Amended Ordinance 171-071310*)
- 33 Development Project:
34 Any residential or commercial development plan submitted to the Village for approval.
- 35 Development.
36 Any man-made change to improved or unimproved real estate, including but not limited to
37 construction of or addition or substantial improvements to buildings, other structures, or accessory
38 uses, dredging, filling, grading, paving, excavation or drilling operations, or disposition of materials.
- 39 Diffuse:
40 To spread or scatter widely, or thinly.
- 41 Direct Illumination:
42 Illumination resulting from light emitted directly from a lamp or luminaire, not light diffused through
43 translucent signs/internally illuminated signage or reflected from other surfaces such as the ground or
44 building facades.

VILLAGE OF SISTER BAY ZONING CODE

1 Display Lot or Area:

2 To qualify as a Display Lot, one of the following specific uses must occur: Automobile sales, boat sales,
3 tractor sales, building supply sales, gardening or nursery sales.- Uses not on this list must be approved
4 as display lot uses by the Plan Commission.

5 District, Basic.

6 A part or parts of the Village for which the regulations of this chapter governing the use and location
7 of land and buildings are uniform (such as the residential and business district classifications).

8 District, Overlay.

9 Overlay districts provide for the possibility of superimposing certain additional requirements upon a
10 basic zoning district.

11 Driveway.

12 The area used for vehicular travel on a parcel that leads to the street right-of-way.

13 Dryland Access.

14 A vehicular access route which is above the regional flood elevation and which connects land located
15 in the floodplain to land, which is outside the floodplain, such as a road with its surface above the
16 regional flood elevation and wide enough to accommodate wheeled vehicles.

17 Dune.

18 A mound, hill or ridge of sand piled by wind.

19 Dwelling Unit, Efficiency.

20 A dwelling unit consisting of not more than one habitable room together with kitchen and
21 sanitary facilities.

22 Dwelling Unit.

23 A group of rooms including at least a kitchen, sanitary facilities, and a bedroom; and providing living
24 quarters for not more than one family.

25 Dwelling, Bi-Level.

26 A two-level dwelling with one level above grade, and the other level partially above grade and partially
27 below grade. The lowest level may or may not have exterior access. For the purpose of measuring living
28 area, the Zoning Administrator will determine functional areas as set forth in the definition of “living
29 area” and the first floor area will be considered the first level that is entirely above grade.

30 Dwelling, Detached.

31 A dwelling, which is entirely surrounded by green space on the same lot.

32 Dwelling, Multiple-Family.

33 A residential building designed for and occupied by three or more families, with the number of families
34 in a residence not to exceed the number of dwelling units provided. Also referred to as an “apartment
35 building”. Units in a multiple family dwelling are intended to be rented on a long-term basis and are
36 not considered transient lodging units or short-term rental units, and cannot be used as such. *(Amended*
37 *6/20/23 – Ord. No. 2023-004)*

38 Dwelling, Single-Family.

39 A building designed for and occupied exclusively by one family.

40 Dwelling, Tri-Level.

41 A three-level dwelling with two levels above grade, and a third level partially above grade and partially
42 below grade. The lowest level may or may not have exterior access. For the purpose of measuring living
43 area, the Zoning Administrator will determine functional areas as set forth in the definition of “living
44 area” and the first floor area will be considered the first level that is entirely above grade

VILLAGE OF SISTER BAY ZONING CODE

1 Dwelling, Two-Family.

2 A building, also called a “duplex”, containing two separate dwelling units with a common wall. Each of
3 the units is designed for occupancy by not more than one family, and they have separate
4 entrances, sanitary sewer and water connections, as well as kitchen facilities. *(Amended 6/20/23 –*
5 *Ord. No. 2023-004)*

6 Dwelling.

7 A building designed or used exclusively as a residence or sleeping place, but does not include boarding
8 or lodging houses, motels, hotels, tents, cabins, or travel trailers.

9 Election Campaign Period.

10 In the case of an election for office, the period beginning on the first day of circulation of nomination
11 papers by candidates or the first day that candidates would circulate nomination papers were papers
12 to be required, and ending the day of the election. In the case of a referendum, the period beginning
13 on the day on which the question to be voted upon is submitted to the electorate and ending on the
14 day on which the referendum is held.

15 Enclosed Structure.

16 A structure consisting of a solid roof, a permanent foundation, a floor and solid walls extending from
17 the floor to the roof. Solid doors, windows or other glazing are allowed in the walls. Open breezeways
18 or screen walls do not qualify as enclosed structures.

19 Environmental Contractor.

20 Offices, laboratories and support facilities for the testing or evaluation of soil, air or water, not
21 including any on-site storage or remediation of materials.

22 Environmental Control Facility.

23 Any facility, temporary or permanent, which is reasonably expected to abate, reduce or aid in the
24 prevention, measurement, control or monitoring of noise, air or water pollutants, solid waste or
25 thermal pollution, radiation or other pollutants, including facilities installed principally to supplement
26 or to replace existing property or equipment not meeting or allegedly not meeting acceptable pollution
27 control standards or which are to be supplemented or replaced by other pollution control facilities.

28 Essential Services.

29 Medical services and medical clinics and facilities, and services provided by police officers and
30 firefighters as well as their respective stations and public and private utilities that are necessary for
31 the exercise of a principal use or service of a principal structure are considered essential services. These
32 services include underground, surface or overhead facilities such as gas, electrical, steam, water,
33 sanitary sewerage, storm water drainage, and communication systems and accessories thereto,
34 including poles, towers, wires, mains, drains, vaults, culverts, laterals, sewers, pipes, detention basins,
35 drainage channels, catch basins, water storage tanks, conduits, cables, fire alarm boxes, police call boxes,
36 traffic signals, pumps, lift stations, and hydrants, but not the buildings that house any of that
37 equipment.

38 Facility.

39 A building or buildings, appurtenant structures, and surrounding land used by a single business, private
40 entity, or governmental unit or sub-unit at a single location or site.

41 Family Day Care Home.

42 A dwelling licensed as a day care center by the State of Wisconsin pursuant to section 48.65 of the
43 Wisconsin Statutes, where care is provided for not more than eight children under the age of 7 years
44 for less than 24 hours per day. All structures shall be located a minimum of 100 feet from any
45 residentially zoned property.

VILLAGE OF SISTER BAY ZONING CODE

1 Family.

2 A group of persons who are related by blood, marriage, or adoption, or who have officially been placed
3 in foster care with such persons, or not more than four unrelated persons who live together in one
4 dwelling unit as a single housekeeping entity.

5 Farm. A parcel of land used for agricultural activities including, but not limited to, the raising and
6 harvesting of field crops; the raising of livestock; and the raising and harvesting of trees, orchards, or
7 vineyards.

8 Farmers’ or Growers’ Market.

9 A public market place where fresh foods are sold by the residents of Door County who have grown,
10 gathered, raised or produced them. Markets where crafts and other items are sold can be eligible as
11 farmers’ markets, as long as the total number of craft vendors does not exceed the total number of
12 farmers. *(Amended Ordinance 150-050409)*

13 Fence, Ornamental.

14 A fence intended to decorate, accent, or frame a feature of the landscape. Ornamental fences are
15 often used to identify a lot corner or lot line; or frame a driveway, walkway or planting bed.
16 Ornamental fences are often of the rail, or wrought iron type. A chain link fence is not considered an
17 ornamental fence.

18 Fence, Residential.

19 A fence intended to identify residential property lines, provide for privacy, and/or to protect members
20 of a household, especially children. A residential fence may also secure a private swimming pool
21 against unauthorized entry. Residential fences are usually four to six feet in height. Residential fences
22 are often of the picket, rail, stockade, board-on-board, board and batten, basket weave, or louvered
23 type, and do not include chain link fences.

24 Fence, Security.

25 A fence intended to guard property against unauthorized entry, and to protect stored goods and
26 products from theft and other unauthorized handling. Security fences usually exceed six feet in height,
27 are often made of wrought iron or chain link, and may incorporate additional security features such as
28 barbed wire.

29 Fence.

30 An artificially constructed barrier of any material or combination of materials erected to enclose,
31 decorate, or screen areas of land. A fence shall also be defined to include rock walls and plantings of
32 bushes or trees.

33 Festival Permit.

34 A permit issued by the Village Clerk to persons who wish to engage in the temporary sale of goods
35 from a truck, trailer, table or tent during the Historical Society’s ChristkindlMarkt, Village-sanctioned
36 festivals and events, and all festivals and events that are sponsored by the Sister Bay Advancement
37 Association that have been approved by the Parks, Properties & Streets Committee and/or the Village
38 Board, but not Fall Fest. Any and all permits for Fall Fest must be obtained directly from the Sister Bay
39 Advancement Association. *(Amended December 19, 2023 – Ordinance No. 2023 – 014)*

40 Five-Year Time of Travel (TOT).

41 The five-year time of travel is the recharge area up gradient of the cone of depression, the outer
42 boundary of which it is determined or estimated that groundwater and potential contaminants will
43 take five years to reach a pumping well.

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VILLAGE OF SISTER BAY ZONING CODE

1 Flag Lot.

2 A lot, situated generally behind a lot or lots fronting on the street or road, with its widest point set back
3 from the road, and having a relatively thin, long strip of land connected to the road to provide legal
4 access and frontage.

5 Flea Market.

6 Any premises where the principal use is the sale of new or used household goods, personal effects,
7 tools, art work, small household appliances, and similar merchandise, equipment or objects, in small
8 quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser.
9 Flea markets may be conducted within a structure or in the open air. Rummage sales and garage sales
10 are not considered flea markets.

11 Flood Lamp:

12 A specific lamp form designed to direct its output in a specific direction (a beam) but with a diffusing
13 glass envelope. Such lamps are so designated by the manufacturers and are typically used in residential
14 outdoor area lighting.

15 Floor.

16 A floor (synonymous with a story) in a multi-story building is defined as a horizontal open space that is
17 capable of being occupied and is divided from other such spaces within the building by horizontal
18 plates. The floor count shall be defined by determining the highest and lowest above ground floors
19 and counting all stories from one to the other. Each floor level must be at least seven feet in height.
20 Floor levels may be classified as above ground or below ground. An above ground floor is a level whose
21 ceiling is at least seven feet above the ground. If a building is set on sloping ground, then the first level
22 flush with or higher than the lowest immediately, surrounding ground level shall be considered the
23 first above ground floor. Floors, which are above the soil line, but below an elevated street, which
24 passes or approaches the main entrance, shall be considered underground; likewise floors which open
25 to the outside only through a sunken plaza shall be considered below ground. If the floor levels within
26 a building do not match at all points, then aside from counting all legitimately independent
27 mezzanines, only one vertical set of levels shall count in determining the floor count. In this case, the
28 set, which yields the highest number, shall be used.

29 Floor Area Ratio.

30 The gross floor area of all buildings on the lot divided by the lot area. This is often expressed as a
31 percentage of the lot. Floor area ratio differs from lot coverage in that the floor area of all floors of
32 each building is used in making the calculation.

33 Floor Area, Gross.

34 The sum of the gross horizontal areas of the floors of a building measured from the exterior face of
35 exterior walls, or from the centerline of a wall separating two buildings, but not including interior
36 parking spaces, loading space for motor vehicles, attics, unfinished basement rooms, garages,
37 breezeways and unenclosed porches or terraces or any space where the floor-to-ceiling height is less
38 than six feet.

39 Floor Area, Net.

40 The total of all floors areas of a building, excluding stairwells and elevator shafts, equipment rooms,
41 interior vehicular parking or loading space; and all floors below the first or ground floor, except when
42 used or intended to be used for human habitation or service to the public. Very often, for ease of
43 administration, net floor area is expressed as gross floor area minus a certain percentage. Empirically,
44 stairwells, elevator shafts, equipment rooms and utility rooms generally average out to about 15
45 percent of the gross floor area.

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VILLAGE OF SISTER BAY ZONING CODE

1 Food.

2 Any and all edible substances, including drink, condiments or confections, whether simple, mid or
3 compound. (*Amended Ordinance No. 263-021919*)

4 Foot-Candle (fc):

5 A unit of illuminance equal to 1 lumen/ft², the illumination of a surface one-foot distant from a point
6 source having a uniform luminous intensity of 1 candela (cd). One- (1) foot-candle equals
7 approximately 0.1 (0.093) lux (metric). Full Cutoff Luminaire: A luminaire light distribution where
8 no light is emitted above the horizontal, and where the intensity at 80 degrees from nadir is no greater
9 than 100 candelas per 1000 lamp lumens.

10 Formula Business.

11 A principal use or accessory use, that is one of a chain or group of three or more establishments, and
12 which satisfies at least two of the following descriptions:

- 13 (1) It has the same or similar name, brand, trade name, or trademark as others in the chain or group;
- 14 (2) It has any of the following characteristics in a style which is distinctive to and standardized among
15 the chain or group:
 - 16 (a) Exterior design or architecture;
 - 17 (b) Interior design and layout;
 - 18 (c) Uniforms, except that a personal identification or simple logo will not render the clothing a
19 uniform; and,
 - 20 (d) Standardized product offerings.

21 Foster Home.

22 Any facility operated by a person required to be licensed by section 48.62 that provides care and
23 maintenance for no more than four children unless all children are siblings.

24 Freeboard.

25 A flood protection elevation requirement designed as a safety factor, which is usually expressed in
26 terms of a specified number of feet above a calculated flood level. Freeboard compensates for the
27 effects of any factors that contribute to flood heights greater than those calculated. These factors
28 include, but are not limited to, ice jams, debris accumulation, wave action, obstruction of bridge
29 openings and floodways, the effects of urbanization on the hydrology of a watershed, loss of flood
30 storage areas due to development and aggregation of the river or stream bed. (See Illustration No. 7)

31 Front Setback.

32 A line established on a parcel of land for the purpose of identifying the nearest point a principal or
33 accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal
34 distance between the front property line and the nearest foundation wall of a principal or accessory
35 building, including overhangs, uncovered steps and stoops, and gutters. Where the street line is an
36 arc, the setback shall be measured from the arc. (See Illustration No. 9)

37 Front Yard.

38 A regulated area on a developed parcel of land. The yard area bounded by the front lot line, the side
39 lot lines and the front foundation wall of a principal building, including overhangs, uncovered steps
40 and stoops, and gutters. (See Illustration No. 10)

41 Frontage.

42 The dimension of a lot abutting a public street measured along the street right-of-way line. For lots
43 abutting a lake or stream, the dimension measured along the shoreline.

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VILLAGE OF SISTER BAY ZONING CODE

1 Fully Shielded Luminaires:

2 Outdoor luminaire utilizing flat, clear lenses with no re-factorizing elements and which operates in a
3 horizontal position with nonadjustable mounting hardware or brackets. Light is distributed by means
4 of an internal reflector. The light source is totally concealed by the luminaire housing when the
5 observation position is at an angle less than fifteen degrees (15°) above horizontal. Light is not
6 permitted at an angle less than four degrees (4°) above horizontal.

7 Garage Attached.

8 A garage that is connected to the principal structure by a doorway leading directly into the interior of
9 the principal structure. The connection must have walls and a roof and shall not be exposed to the
10 outdoors. A covered breezeway is not a permitted connection. (*Amended Ordinance 120-061306*)

11 Garage Sale.

12 The occasional sale of personal property conducted by one or more families. Garage sales are also
13 known as rummage sales. Flea markets, are defined elsewhere in this section.

14 Garage, Private.

15 A structure primarily intended for and used for the enclosed storage or shelter of the private motor
16 vehicles of the family’s resident upon the premises.

17 Garage, Public or Commercial.

18 A structure or portion thereof, other than a private garage, used primarily for the parking and storage
19 of motor vehicles and available to the public. A public garage may or may not charge a fee for such
20 use.

21 Garage, Repair.

22 See “Automobile Body Repair” and “Automobile Mechanical Repair.”

23 Gasoline Service Stations.

24 Any building, land area, or other premises, or portion thereof, used or intended to be used for the
25 retail dispensing and sales of vehicular fuels; and including as an accessory use the sale and installation
26 of lubricants, tires, batteries and similar accessories. Contemporary service stations may specialize in
27 a singular service such as providing fast oil changes. Contemporary services may also be associated
28 with another principal use such as a convenience food store. In such instance, the facility is to comply
29 with both the service station and food store requirements of this chapter.

30 Glare:

31 A light ray emanating directly from a lamp, reflector or lens that falls directly on the observer’s eye.

32 Grade, Established.

33 The elevation of the finished street at the centerline or curb as fixed by such authority as shall be
34 designated by law to determine such an elevation.

35 Green Space:

36 A permanently dedicated area of open, undeveloped land consisting of lawns, shrubs, trees or other
37 natural vegetation capable of absorbing storm water. Rain gardens, vegetated wet and dry detention
38 basins and related vegetated drainage swales shall be considered green space.

39 Grocery Store.

40 A retail establishment of at least 23,000 square feet in area, where food products and related
41 household products are sold.

42 Groundwater Divide.

43 A ridge in the water table, or potentiometric surface, from which groundwater moves away at right
44 angles in both directions. Line of highest hydraulic head in the water table or potentiometric surface.

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VILLAGE OF SISTER BAY ZONING CODE

1 Groundwater.

2 The water in a saturated zone or stratum beneath the surface of land or water, whether or not it is
3 flowing through known and definite channels.

4 Group Home.

5 Any facility operated by a person required to be licensed by the State of Wisconsin pursuant to Section
6 48.62 of the Wisconsin Statutes for the care and maintenance of five to eight children.

7 Hazardous Substance.

8 Any waste or material which because of its quantity, concentration or physical chemical or infectious
9 characteristics may: cause or significantly contribute to an increase in mortality or an increase in
10 serious irreversible or incapacitating reversible illness; or Pose a substantial present or potential hazard
11 to human health or to the environment when improperly treated, stored, transported, disposed of or
12 otherwise managed.

13 Health and Safety of the Public.

14 The protection from injury, illness, danger and other harm. *(Amended Ordinance 171-071310)*

15 Height of Tower.

16 The vertical distance measured in feet from the average existing level of the ground surrounding the
17 tower and within ten feet thereof to the topmost point of the tower including any antenna or other
18 appurtenances. The existing elevation shall mean the actual or approved elevations of the property at
19 the time of application.

20 Home Occupation.

21 Any occupation for financial gain or support conducted entirely within the premises by resident
22 occupants; which is customarily incidental to the principal use of the premises. [See also section
23 66.0501(D) of this chapter]

24 Hotel.

25 An establishment, licensed pursuant to the provisions of Chapter 97 of the Wisconsin Statutes,
26 wherein sleeping accommodations are offered for pay to transients, in which ten (10) or more lockable
27 and separate rooms, with a staffed front desk, and all places used in connection therewith. The terms
28 “Hotel”, “Motel”, and “Inn” are synonymous.

29 Hotel/Motel Condominiums.

30 Must meet the criteria of a “Hotel” as defined in the Zoning Code. A condominium ownership property
31 where more than eighty percent (80%) of the units are available for rent for more than 300 days per
32 year. A staff member must be on-site and available for a minimum period of 4 hours per day
33 while open and operational, and the development must be operated by a single management entity.

34 IESNA:

35 Illuminating Engineering Society of North America, an organization that establishes updated standards
36 and illumination guidelines for the lighting industry.

37 Impervious Surface.

38 Surfaces which do not absorb precipitation including buildings, structures, parking lots, driveways,
39 roads, sidewalks and any areas in concrete, asphalt or packed stone.

40 Inoperative Vehicle.

41 Any motor vehicle, which lacks a current registration, two or more wheels, or any other component
42 part, which renders the vehicle illegal for use on highways.

43 Installation.

44 The attachment or assembly, whether or not connected to a power source, of any outdoor light fixture
45 or luminaire affixed to the ground, a building, a pole or any other supporting structure or device.

VILLAGE OF SISTER BAY ZONING CODE

1 Jump Balcony.

2 A horizontal platform affixed to the exterior wall of a structure, which is readily accessible from an upper
3 story door or window and which serves as a place from which rescue can be achieved in the event of
4 fire or similar hazard.

5 Junk or Salvage Yard.

6 An area consisting of buildings, structures, or premises where junk, waste, and discarded or salvaged
7 materials are bought, sold, exchanged, stored, baled, packed, disassembled, or handled, including
8 automobile wrecking yards and house wrecking and structural steel materials and equipment yards,
9 but not including the purchase or storage of used furniture and household equipment or used cars in
10 operable condition.

11 Kenel.

12 Any establishment wherein or whereon four or more dogs over the age of five months are kept for
13 breeding, sale, sporting purposes or where boarding care is provided for compensation. All structures
14 associated with kennels shall be a minimum of 100 feet from side and rear property lines.

15 L(v) - Veiling luminance, expressed in cd/ft².

16 Reflected glare - the reflection of incident light that partially or totally obscures the details to be seen
17 on a surface due to contrast reduction.

18 Land Disturbance Use or Activity.

19 Any land alterations or disturbances which may result in soil erosion, sedimentation and/or the
20 increase in runoff, including but not limited to tilling, removal of ground cover, grading, excavating and
21 filling of land, except that the term shall not include such minor land disturbing activities as home
22 gardens. Additionally, this term does not include agricultural land uses.

23 Landscaping.

24 Alteration of the natural terrain and cover, including the planting of trees, grass, shrubs and ground
25 cover.

26 Legal Non-conforming Structure.

27 A building or structure lawfully existing at the time of adoption of the Zoning Ordinance which houses
28 a use which is permitted in the district, but does not comply with all the applicable area, height, yard,
29 and/or parking requirements of the district in which it is located.

30 Legal Non-Conforming Use.

31 Any use of land, or land and buildings in combination, lawfully existing at the time of adoption of the
32 Zoning Ordinance, which does not comply with the use regulations for the district in which it is
33 located.

34 Light Industrial Food Preparation, Manufacturing, Processing and Assembly, Packaging, Storage and
35 Distribution.

36 Typical uses include commercial kitchens; on site production; brewing; the dry, cold and frozen storage
37 of food products; and/or an establishment primarily engaged in the delivery of goods from the
38 wholesaler to retailers and/or consumers. (*Amended Ordinance No. 263-021919*)

39 Light Pollution:

40 Light directed upward to the sky or reflected from surfaces, interfering with astronomical observations
41 or night sky appreciation.

42 Light Trespass:

43 Unwanted light that falls beyond the adjacent property line or the area intended to be illuminated.
44 Light trespass falls into two categories: Unwanted light received in adjacent properties (high
45 illuminance levels), and excessive brightness occurring in the normal field of vision (nuisance glare).

46

VILLAGE OF SISTER BAY ZONING CODE

1 Lighting Source:

2 A lamp or manufactured device emitting energy that is capable of exciting the retina and producing a
3 visual sensation. Emitted energy falls within the electromagnetic spectrum having a length of between
4 380 and 770 nanometers. Such devices include, but are not limited to incandescent, fluorescent, LED,
5 carbon arc, quartz-iodine/tungsten halogen, low-pressure sodium, high-pressure sodium, metal halide
6 and mercury vapor lamps.

7 Lineal Building Front Foot.

8 The length of the front wall of the building adjacent and parallel or closely parallel to any abutting
9 street or public right-of-way.

10 Lis Pendens.

11 A formal written notice that must be recorded in the Office of the Register of Deeds for Door County
12 which states that a lawsuit has been filed concerning, or that there have been restrictions placed on a
13 particular parcel of land, and involves either the title to that property or a claimed legal interest in it.

14 Living Area.

15 The total area bounded by the exterior walls of a building at the floor levels, but not including
16 basement, garages, porches, breezeways, and unfinished attics.

17 Living Quarters.

18 A building or a portion of a building which provides, as a minimum, an area equipped or furnished for
19 sleeping purposes, or those finished portions of a building in which normal residential activities occur.
20 *(Amended – Ordinance No. 308-122022)*

21 Loading Area.

22 A completely off-street space or berth on the same lot as the principal use it serves for the loading or
23 unloading of semi tractor-trailers, having adequate ingress and egress to a public street or alley.

24 Loading Space.

25 That portion of a lot or space accessible from a street, alley or way, in or outside of a building, designed
26 to serve the purpose of loading or unloading for all types of vehicles.

27 Lodging.

28 The rental use of hotels, motels, hotel/motel condominiums, and residential homes for a term of less
29 than thirty (30) consecutive days to transients.

30 Long Term Rental.

31 A residential dwelling unit available for rent for a fee for a term of 30 days or more.

32 Lot Area, Gross.

33 The total area within the lot lines of a lot, including any streets rights-of-way.

34 Lot Area, Net.

35 The total area within the lot lines of a lot, excluding any streets rights-of-way.

36 Lot Coverage.

37 That portion of the lot that is covered by buildings, structures, and paved surfaces. This is often
38 expressed as a percentage of the lot. Lot coverage differs from floor area ratio in that only the ground
39 floor of each building is used in making the calculation.

40 Lot Line, Front.

41 The lot line nearest to the centerline of the public or private road from which the lot takes access. In
42 the case of a double frontage lot, each lot line along the public or private road shall be considered a
43 front lot line.

VILLAGE OF SISTER BAY ZONING CODE

1 Lot Line, Rear.

2 In the case of rectangular or mostly trapezoidal shaped lots, that lot line which is in general parallel to
3 and most distance from the front lot line of the lot. In the case of an irregular or triangular lot, a line
4 20 feet in length, entirely within the lot, parallel to and at the maximum possible distance from the
5 front lot line shall be considered the rear lot line.

6 Lot Line, Side.

7 Any lot line other than a front or rear lot line.

8 Lot Line.

9 A line dividing one lot from another or from a street or alley.

10 Lot of Record.

11 Any lot, the description of which is properly recorded with the county register of deeds, which at the
12 time of its recordation complied with all applicable laws, ordinances and regulations.

13 Lot Width.

14 The horizontal distance between side lot lines of a lot measured at right angles to its depth along a
15 straight line and parallel to the front lot line, or its chord if on a curve. Lot widths may vary in width,
16 especially on cul-de-sac lots and lots on curved streets, from the front of the lot to the back of the lot.
17 A lot is not considered buildable unless the minimum lot width required for the district in which the
18 lot is located is maintained at the front setback line and for a distance of 30 feet immediately behind
19 the front setback line.

20 Lot, Corner.

21 A lot situated at the junction of and abutting on two or more intersecting streets, or a lot at the point
22 of deflection in alignment of a continuous street, the interior angle of which does not exceed 135
23 degrees. (See Illustration No. 11)

24 Lot, Double Frontage.

25 A parcel of land, other than a corner lot, with frontage on more than one street or with frontage on
26 a street and a navigable body of water. (See Illustration No. 11)

27 Lot, Interior.

28 A lot abutting a single street and which is bounded by adjacent lots along its side and rear lot lines.
29 (See Illustration No. 11)

30 Lot.

31 A designated parcel, tract or area of land established by plat, subdivision, or as otherwise permitted
32 by law, to be used, developed or built upon.

33 Lumen:

34 Unit of luminous flux – used to measure the actual amount of light produced by the lamp(s).

35 Luminaire:

36 Lighting unit consisting of a lamp or lamps and ballast(s) when applicable, together with the parts
37 designed to distribute the light, to position and protect the lamp(s), and to connect the lamp(s) to the
38 power supply, less the support assembly. Consider lighting assemblies that includes multiple
39 unshielded or partially shielded lamps on a single pole or standard as a single unit.

40 Lux:

41 Unit of illuminance equal to one- (1) lumen per square foot. One-(1) lux equals approximately 10 (10.8)
42 foot-candles.

43 Machine Shops.

44 Establishments where various types of materials are subjected to drilling, boring, turning, milling,
45 grinding or EDMs to create a component or end product.

VILLAGE OF SISTER BAY ZONING CODE

1 Major Recreational Equipment.

2 Includes travel trailers, pickup campers or coaches, motorized dwellings, tent trailers, boats and boat
3 trailers, snowmobiles and snowmobile trailers and the like.

4 Management Zones.

5 A zone or zones established to provide protection to the area surrounding a well or well field from
6 potential contaminant sources. Management options may include limits on certain activities, more
7 stringent design and operating standards, strict monitoring of potential pollution sources, promoting
8 best management practices, and/or implementing education programs. Multiple protection zones
9 may be established for different management strategies based on proximity to the well field.

10 Manufactured Dwelling.

11 Any structure or component thereof which is intended for use as a dwelling and,

12 (1) Is of closed construction and fabricated or assembled on site or off site in manufacturing facilities
13 for installation, connection or assembly and installation on the building site; or,

14 (2) Is a building of open construction which is made or assembled in manufacturing facilities away
15 from the building site for installation, connection, or assembly and installation on the building site
16 and for which certification is sought by the manufacturer pursuant to the Wisconsin Uniform
17 Dwelling Code.

18 A single or double width manufactured (mobile) home is not considered a manufactured dwelling.

19 Manufactured Home.

20 A structure transportable in one or more sections, which is built on a permanent chassis and is,
21 designed to be used with or without a permanent foundation when connected to required utilities. A
22 manufactured home may also be known as a mobile home. A recreational vehicle or travel trailer is
23 not a manufactured home.

24 Manufactured/Mobile Homes are defined in Wis. Stats., §101.91(2), (10).

25 Manufacturing.

26 Activities involving the mechanical or chemical transformation of materials or substances into new
27 products.

28 Material Shipment Center.

29 An establishment primarily engaged in undertaking the transportation of goods from shippers to
30 receivers for a charge covering the entire transportation route, and in turn, making use of services of
31 other transportation establishments.

32 Mobile Food Vendor. *(Created on April 18, 2023 – Ordinance No. 2023-002)*

33 An individual, partnership, corporation, non-profit organization or other for-profit entity engaged in
34 the preparation, service, sale, or distribution of ready-to-eat food, non-alcoholic drink or edible
35 novelties for individual portion service to the general public directly from a motorized vehicle, or
36 from a trailer which is transported by a motorized vehicle, that is temporarily parked in an area
37 authorized by the Municipal Code, and has been issued a Mobile Food Vendor Permit from the
38 Village Clerk, in accord with the regulations established in Chapter 18 of the Municipal Code and this
39 Chapter. Mobile Food Vendors are often referred to as “food trucks” or “mobile food
40 establishments”, as defined in Wis. Admin. Code §ATCP 75 - “Appendix” (the “Wisconsin Food
41 Code”). A Mobile Food Vendor is similar to a “mobile food establishment”, with the exception that
42 a Mobile Food Vendor does not sell food from a pushcart, boat, intrastate railway car, movable
43 concession stand or similar temporary station, and does not operate out of a permanent building
44 licensed as a restaurant. Further, a Mobile Food Vendor does not periodically or continuously
45 change location; rather, they either operate at an approved festival or from an approved and
46 formally designated Mobile Food Vendor Court.

VILLAGE OF SISTER BAY ZONING CODE

1 Mobile Food Vendor Court.

2 A parcel of land, or portion thereof, approved by the Plan Commission for use as a safe location
3 where mobile food vendors can prepare, serve, sell, or distribute ready-to-eat food, non-alcoholic
4 drink or edible novelties for individual portion service to the general public directly from a motorized
5 vehicle or trailer which is transported to the site by a motorized vehicle. *(Created on April 18, 2023*
6 *- Ordinance No. 2023-002)*

7 Mobile Food Vendor Permit.

8 The legal, written approval issued by the Village Clerk, in accord with the provisions of Chapter 18
9 of the Municipal Code, which authorizes a Mobile Food Vendor to operate in the Village of Sister
10 Bay. *(Created on April 18, 2023 - Ordinance No. 2023-002)*

11 Mobile Food Vendor Unit.

12 The motorized vehicle or trailer used to prepare, serve, sell or distribute ready-to-eat food, non-
13 alcoholic drink or edible novelties, for individual portion service to the general public. *(Created on*
14 *April 18, 2023 - Ordinance No. 2023-002)*

15 Mobile Home Park.

16 A parcel of land which has been developed for the placement of mobile homes and is owned by an
17 individual, firm, trust, partnership, public or private association, or corporation. Individual lots within
18 a mobile home park are rented to individual mobile home users.

19 Mobile Home.

20 Any vehicle or structure intended for or capable of human habitation, or designed primarily for
21 sleeping purposes, mounted on wheels or jacks and/or capable of being moved from place to place,
22 either by its own power or by power supplied by some type of vehicle used or to be used, excepting a
23 device used exclusively upon stationary rails or tracks and excluding recreational vehicles. This
24 definition shall be construed in a manner consistent with the definition of ‘mobile home’ in Wis. Stats,
25 §101.91(10).

26 Modification.

27 A departure from the rules and regulations set forth in this chapter where a particular use is not
28 required to meet the stated requirements of the chapter. Examples would include not requiring
29 steeples and antenna to comply with the stated building height requirements for principal buildings;
30 or not requiring roof overhangs, fences or accessory buildings to comply with side or
31 rear setback requirements for principal buildings. The chapter may limit the amount of modification
32 from the stated requirements for given structures or uses.

33 Modular Unit.

34 A factory fabricated transportable building unit designed to be used by it or to be incorporated with
35 similar units at a building site into a modular structure to be used for residential, business or
36 educational purposes.

37 Motor Home.

38 A vehicle designed to be operated upon a highway or as a temporary or recreational dwelling and
39 having the same internal characteristics and equipment as a mobile home.

40 Multi-Class or Multi-Use Lighting:

41 Outdoor lighting used for more than one purpose, such as security and decoration.

42 Natural Feature.

43 A geologic formation, vegetative area or other feature of the landscape, which is protected by this
44 chapter or state statute.

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VILLAGE OF SISTER BAY ZONING CODE

1 Navigable Water.

2 Lake Michigan, Green Bay and all natural inland lakes within Wisconsin, and all rivers, streams, ponds,
3 sloughs, flowages, and other waters within the territorial limits of this state, including the Wisconsin
4 portion of boundary waters, which are navigable under the laws of this state.

5 Neighborhood Food Store.

6 A retail establishment of at least 3,000 square feet in area, but less than 25,000 square feet in area,
7 where food products and related household products are sold.

8 Non-conforming Lot.

9 A lot, which does not contain sufficient area and/or width to meet the requirements of the zoning
10 district in which it is located.

11 Non-conforming Uses or Structures.

12 Any structure, land or water lawfully used, occupied or erected before November 15, 1973 which does
13 not conform to the regulations of this chapter or amendments thereto. Any such structure conforming
14 in respect to use but not in respect to frontage, width, height, area, yard, parking, loading or distance
15 requirements shall be considered a non-conforming structure and not a non-conforming use.

16 Non-Shielded or Non-Cutoff Lighting Fixtures.

17 Shall mean all types of outdoor lighting fixtures other than shielded or cutoff lighting fixtures and
18 includes any lighting fixture that employs an adjustable bracket, re-fractorizing glassware or lenses,
19 non-shielding lamp or light source and distributes light at any angle less than four degrees above
20 horizontal.

21 Non-Shielded or Non-Cutoff Luminaire:

22 Outdoor luminaire, other than shielded or shutoff type, that employs an adjustable bracket, a re-
23 fractorizing glassware or lenses, a non-shielded lamp or light source, and distributes light at any angle
24 less than four degrees above horizontal.

25 Nuisance.

26 Anything that interferes with the use or enjoyment of property, endangers personal health or safety,
27 or is offensive to the senses.

28 Nursing Home:

29 A place where 5 or more persons who are not related to the operator or administrator reside, receive
30 care or treatment, and, because of their mental or physical condition, require access to 24-hour
31 nursing services, including limited nursing care, intermediate level nursing care and skilled nursing
32 services. "Nursing home" does not include any of the following: A convent or facility owned or
33 operated exclusively by and for members of a religious order that provides reception and care or
34 treatment of an individual, a hospice that directly provides inpatient care, or a residential care
35 apartment complex.

36 Obstruction to Flow.

37 Any development, which physically blocks the conveyance of floodwaters such that this development
38 by itself or in connection with any future similar development will cause an increase in regional flood
39 height.

40 Opaque:

41 Material that does not transmit light from an internal illumination source. Applied to sign backgrounds,
42 it is the area surrounding the letters or symbols on the sign that is either not lighted from within, or it
43 does not allow light from an internal source to shine through it.

VILLAGE OF SISTER BAY ZONING CODE

1 Open Parking Facilities.

2 A parking facility without an overhead covering and shall include the roof level of a multilevel parking
3 structure or ramp.

4 Ordinary High-water Mark.

5 The point on the bank or shore of a body of water up to which the presence and action of surface water
6 is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of
7 terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristic.
8 The ordinary high-water mark shall be established by a surveyor.

9 Outdoor Canopy.

10 Shall mean a freestanding roof structure without side walls which may or may not be attached to the
11 roof of an adjacent building and shall include but not be limited to canopies over gas stations or
12 canopies at convenience stores.

13 Outdoor Light Output, Total:

14 The maximum total amount of light, measured in lumens, from all outdoor luminaires. For lamp types
15 that have their outputs vary with age (high-pressure sodium, metal halide, fluorescent), use the initial
16 output, as defined by the lamp manufacturer, for calculations.

17 Outdoor Lighting Fixtures.

18 Shall mean lighting sources, which are electrically powered illuminating devices, lighted or reflective
19 surface lamps and similar devices permanently installed or portable used for illumination or for
20 advertisement. Such device shall include, but not be limited to searchlights, spotlights, floodlights,
21 streetlights, sign lights, security lights, wall lights, and porch lights, area lights, parking lights and sign
22 panels.

23 Outdoor Luminaire:

24 Lighting source which is an electrically powered illuminating device, lighted or reflective surface,
25 lamp(s) and similar devices, permanently installed or portable used for illumination or for
26 advertisement. Such devices include, but not limited to searchlights, spotlights, floodlights,
27 streetlights, product display area lights, security lights, wall lights, porch lights, area lights,
28 parking lot lights, and billboards and other signs.

29 Outdoor Merchandising.

30 Car sales lots, equipment sales lot, retail gasoline stations, garden centers and other similar areas
31 where products are permanently displayed or dispensed outdoors.

32 Parking Lot.

33 An off-street, ground level area, usually surfaced and improved, for the temporary storage of motor
34 vehicles. Parking lots includes rows of parking spaces, the aisles from which motor vehicles enter and
35 leave the spaces. Ingress and egress drives from the parking lot to the public street are not part of the
36 parking lot.

37 Parking Space.

38 An all-weather area not in a street or alley right-of-way, exclusive of driveways, permanently reserved
39 for the temporary storage of one motor vehicle, and connected with a street or alley by a driveway
40 which provides ingress and egress for a motor vehicle without requiring another vehicle to be moved.

41 Permitted.

42 Means a use or structure which has received all applicable Zoning Permits and licenses to make the
43 structure or use a legal, conforming use or structure. *(Created 6/20/23 – Ord. No. 2023-004)*

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VILLAGE OF SISTER BAY ZONING CODE

1 Pier.

2 Any structure extending into navigable waters from the shore with water on both sides, built or
3 maintained for the purpose of providing a berth for watercraft or for loading or unloading cargo or
4 passengers onto or from watercraft. Such a structure may include a boat shelter, which is removed
5 seasonally. Such a structure may include a boat hoist or boatlift, and the hoist or lift may be permanent
6 or may be removed seasonally. The term “dock” shall also mean pier.

7 Pier - Pre-existing.

8 A pier that has been placed in the riparian zone in the same general location and with the same general
9 size and configuration during any of the three years prior to the enactment of this section is considered
10 a pre-existing pier if it is not extended or expanded after the adoption of this section dated October
11 25, 2005. The seasonal removal of a pier does not affect its status as a permissible pre-existing pier if
12 it is re-established in substantially the same form and same general location.

13 Performance Standard.

14 A criterion to control noise, odor, smoke, toxic or noxious matter, vibration, fire and explosive hazards,
15 glare or heat, and lighting intensity or spill-over generated by or inherent in uses of land and buildings.

16 Person.

17 Any individual, tenant, lessee, owner operator or any public, private, nonprofit or commercial entity
18 including, but not limited to, a firm, business, partnership, joint venture, association, corporation,
19 municipality, agency or governmental agency.

20 Personal service.

21 Exclusively indoor uses of which their primary function is the provision of nonprofessional services
22 directly to an individual on a walk-in or on-appointment basis. Examples include barbershops, beauty
23 shops, tanning salons and the like.

24 Petroleum Product.

25 Any fuels (gasoline, diesel fuel, kerosene and mixtures of these products), lubricating oils, motor oils,
26 hydraulic fluids and other similar products.

27 Planned Residential Unit Development.

28 A form of development characterized by a united site design for a number of housing units, clustering
29 buildings and providing common green space, density increases and a mix of residential building types
30 and residential uses, having a minimum size of ten acres.

31 Potable Water.

32 Any water that is satisfactory for drinking, culinary and domestic purposes meeting current State and
33 Federal drinking water standards.

34 Premises.

35 A lot, parcel, tract or plot of land together with the buildings and structures thereon.

36 Primary Containment.

37 The first level of product tight containment, i.e., the inside portion of that container which comes into
38 immediate contact on its inner surface with the hazardous material being contained.

39 Primary Protection Zone.

40 An area calculated as the zone of influence characteristic to each individual well supplying potable
41 water to any community water system.

42 Principal Structure.

43 The primary structure used for a permitted use on a lot based upon the zoning district it is located
44 within.

45

VILLAGE OF SISTER BAY ZONING CODE

1 Principal Use. See “Use, Principal.”

2 Professional Home Offices.

3 Residences of clergymen, architects, landscape architects, professional engineers, registered land
4 surveyors, lawyers, real estate agents, artists, teachers, authors, musicians, or persons in other
5 recognized professions used to conduct their professions where the office use is incidental to the
6 residential use of the premises.

7 Private Road.

8 A road owned and maintained by a private individual, organization or entity rather
9 that a government entity.

10 Property Owner.

11 The person or entity who owns the property.

12 Public Utility.

13 Any utility (gas, water, sewer, electrical, telephone, cable television, etc.) whether publicly owned or
14 privately owned.

15 Public welfare

16 The protection from nuisances, economic interest, convenience, community character and the vision
17 expressed in the Village’s Smart Growth Plan. (*Amended Ordinance 171-071310*)

18 Publishing House.

19 A facility where books, magazines, periodicals, maps, etc. are printed and issued.

20 Raze.

21 Completely removing an entire structure to the foundation.

22 Rear Setback.

23 A line established on a parcel of land for the purpose of identifying the nearest point a principal or
24 accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal
25 distance between the rear internal lot line and a line parallel thereto through the nearest foundation
26 wall of the principal or accessory structure, including impervious surface, overhangs, uncovered steps
27 and stoops, and gutters. (See illustration No. 12).

28 Rear Yard.

29 A regulated area on a developed parcel of land. The yard area bounded by the rear lot line, the side lot
30 lines and the rear foundation wall of the principal structure, including impervious surface, overhangs,
31 uncovered steps and stoops and gutters. (See Illustration No. 13)

32 Recharge Area.

33 An area in which water reaches the zone of saturation by surface infiltration and encompasses all areas
34 or features that supply groundwater recharge to a well.

35 Recreational Vehicle.

36 A vehicular, portable structure built on a chassis which can be self-transported or by any motor vehicle
37 and is designated to be used as a temporary dwelling for travel, recreation and vacation use, which
38 does not fall within the definition of a manufactured/mobile home.

39 Regulatory Agency.

40 Any governmental agency with jurisdiction over hazardous waste as defined herein.

41 Remodel.

42 Any change other than normal maintenance which would tend to prolong the life of a structure.
43 Remodeling is removing and replacing existing sections of an existing structure. A remodel does not
44 include the razing of a structure to build a completely new structure.

VILLAGE OF SISTER BAY ZONING CODE

1 Residential.

2 A use of a building or unit wherein a single family is using the space as a living space.

3 Residential Agent.

4 The person or entity who is not the owner of a unit who has written authority to rent the unit.

5 Residential Site:

6 A single parcel in a residential zone containing a residential structure with one or more dwelling units
7 with parking areas for one or more cars.

8 Restaurant – General.

9 An eating-place, whether a principal use or accessory use, selling a full line of prepared food and drinks
10 using non-disposable plates, glasses and utensils for immediate consumption on the site. The business
11 provides tables and chairs, table service, and is available to persons of all ages. The use shall not exhibit
12 the characteristics of a drive-in, formula or fast food establishment. Customers shall be provided with
13 individual menus while seated at a table or counter. Food sold for consumption off the premises shall
14 be incidental to the primary use. Such food shall be placed in covered containers or wrappings, and all
15 house-brand labeled food store goods such as vinegars, oils and salad dressings shall be prepackaged
16 and sealed.

17 Restaurant - Drive-In

18 An eating place, whether a principal use or accessory use, which sells: (a) prepares food intended for
19 consumption in vehicles that may or may not be parked on the site; or (b) provides for the ordering of
20 food while the customers are seated in vehicles.

21 Restaurant - Formula

22 An eating-place, whether a principal use or accessory use, that is one of a chain or group of three or
23 more establishments and which satisfies at least two of the following three descriptions:

- 24 (1) It has the same or similar name, brand, trade name, or trademark as others in the chain or
25 group;
- 26 (2) It offers any of the following characteristics in a style which is distinctive to and standardized
27 among the chain or group:
- 28 (a) Exterior design or architecture;
 - 29 (b) Uniforms, except that a personal identification or simple logo will not render the clothing a
30 uniform;
 - 31 (c) Standardized menus, ingredients, food preparation or food presentation format which
32 causes it to be substantially identical to another restaurant regardless of ownership or
33 location.
- 34 (3) It is a fast-food restaurant.

35 Restaurant - Fast Food

36 An eating-place, whether a principal use or accessory use, selling food to be consumed on or off the
37 site and,

- 38 (1) Food is quickly made upon the customer’s order or pre-made and wrapped before customers
39 place orders, and/or
- 40 (2) Food is served with disposable tableware for on-site food consumption. A Fast Food
41 restaurant also exhibits two or more of the following characteristics: food is ordered from a wall
42 menu at a service counter; food consumed on the premises is ordered while customers are
43 standing; payment is made by customers before food is consumed; the service counter is closer
44 to an entry/exit than is the seating/dining area; and the business interior is brightly illuminated
45 (greater than 8 candle foot power as measured in a horizontal plane three feet above the floor).
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- 47

VILLAGE OF SISTER BAY ZONING CODE

1 Restaurant - Take-Out

2 An eating place, whether a principal use or accessory use, selling ready-to-eat, prepared snack food
3 and full meals for immediate consumption off the site while patrons are walking or standing in the
4 public right-of-way or are seated in vehicles.

5 Restaurant - Drive-up Window

6 A window opening to the outdoors designed to furnish food or beverages to motorists.

7 Restaurant - Walk-up Window

8 A window opening to the outdoors designed to furnish food or beverages to pedestrians.

9 Restaurant - Drive-through

10 A paved area serving as a queuing or staging area for motorists to receive food that they have ordered.

11 Retail General Use.

12 The sale of goods and/or merchandise.

13 Right-of-way.

14 A strip of land acquired by a public entity and intended to accommodate a specific public purpose or
15 use.

16 Riparian Zone.

17 The area of water adjacent to a parcel of riparian land within which the riparian owner may place
18 structures. The riparian zone is bounded by the land and the line of navigation. The side boundaries of
19 the riparian zone are to be determined consistent with Wisconsin Administrative Code Section NR
20 326.07.

21 Roadside Stand.

22 A farm building used or intended to be used solely by the owner or tenant of the farm on which such
23 building is located for the sale of farm products raised on such farm.

24 Rummage Sale.

25 The occasional sale of personal property conducted by one or more families in a neighborhood.
26 Rummage sales are also known as “garage sales.” Flea markets, defined elsewhere in this section, are
27 not rummage sales.

28 Sanitary Landfill.

29 A disposal site where solid wastes, including putrescible wastes, or hazardous wastes, are disposed of
30 on land by placing earth cover thereon.

31 Seat and Seating.

32 Furniture upon which to sit having a linear measurement not less than 24 inches across the surface
33 used for sitting.

34 Secondary Containment.

35 The level of product tight containment external to and separate from the primary containment.
36 Secondary containment shall consist of leak-proof trays under containers, floor curbing or other
37 containment systems and shall be an adequate state-approved size and design to handle all spills,
38 leaks, overflows, specific design and election of materials shall be sufficient to preclude any substance
39 loss. Containment systems shall be sheltered so that the intrusion of precipitation is effectively
40 prevented.

41 Setback.

42 The minimum required horizontal distance between an internal lot line or the street right-of-way and
43 the regulated structure or item. (See also front setback, side setback, and rear setback)

VILLAGE OF SISTER BAY ZONING CODE

1 Setbacks from a Street.

2 The minimum horizontal distance from the centerline of a street or private road to the nearest part of
3 a structure, measured at right angles to the centerline or right-of-way line.

4 Shielded or Cutoff Lighting Fixtures.

5 Outdoor lighting fixtures that utilize flat, clear lenses with no re-factorizing elements and which
6 operate in a horizontal position with nonadjustable elements, which operate in a horizontal position
7 with nonadjustable mounting hardware or brackets. Such fixtures distribute light by means of an
8 internal reflector only. The light source is totally concealed by fixture housing of an internal reflector
9 only. The light source is totally concealed by the fixture housing when the position of observation is at
10 an angle less than fifteen degrees above horizontal. No light is permitted at an angle less than four
11 degrees above horizontal.

12 Shopping Center.

13 A group of business establishments planned, constructed and managed as a total entity with ample
14 customer and employee parking provided on-site, with provision for goods delivery separated from
15 customer access, and with aesthetic considerations and protection from the elements.

16 Shorelands.

17 Those lands lying within the following distances from the ordinary high-water mark of navigable
18 waters: 1,000 feet from a lake, pond or flowage; and 300 feet from a river or stream; or to the landward
19 side of the floodplain, whichever distance is greater. Shorelands shall not include those lands adjacent
20 to farm drainage ditches where (a) such lands are not adjacent to a navigable stream or river; (b) those
21 parts of such drainage ditches adjacent to such lands were non-navigable streams before ditching or
22 had no previous stream history; and (c) such lands are maintained in non-structural agricultural use.
23 (See Illustration No. 14)

24 Short Term Rental.

25 A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for brief
26 periods of time. Said stays are predominantly less than 30 consecutive days in duration. These facilities
27 are sometimes referred to as “vacation rentals”. They do not include a boarding house which does
28 not accommodate tourists or transients, bed & breakfast establishments or inns, or a hotel or motel
29 with a central, on-site, staffed reservation desk, and on-site property management. For purposes of
30 this land use, ‘rental period’ shall mean a definite period of time, typically two (2) to seven (7)
31 consecutive days, with a fid commencement date and a fid expiration date; and/or the length of time,
32 in days, one party rents a dwelling unit in a consecutive seven day stretch of time. In the R-1, R-3 and
33 CS-1 zoning districts, short-term rental properties shall be restricted in occupancy to a maximum of
34 three (3) persons per legally permitted bedroom in existence at the time of this amendment, or at the
35 time of the dwelling unit’s establishment after the date of this amendment. Additional occupancy is
36 permissible only upon Plan Commission approval. In no case shall more than four bedrooms be rented,
37 unless more bedrooms are authorized by the Plan Commission. Any property licensed under Chapter
38 18 as a short-term rental after July 1, 2023, which was not previously licensed as a short-term rental
39 the prior year, or for which a short-term rental license was suspended or revoked and a new license is
40 required to operate as a short-term rental, can only be rented just two periods of time in a consecutive
41 seven-day period, and each period shall be a minimum of two nights. With respect to short-term
42 rentals in the R-2 District, if the short-term rental takes place in a condominium, the rental thereof
43 shall only be permissible if the rental was authorized by a Development Agreement, or, if the
44 Homeowner’s Association or Condominium Bylaws allow such rental. (Amended 6/20/23 – Ord. No.
45 2023-004)

VILLAGE OF SISTER BAY ZONING CODE

1 Side Setback.

2 A line established on a parcel of land for the purpose of identifying the nearest point a principal or
3 accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal
4 distance between the side internal lot line and a line parallel thereto through the nearest foundation
5 wall of the principal or accessory structure, including impervious surface overhangs, uncovered steps
6 and stoops, and gutters. (See Illustration No. 15)

7 Sidewalk.

8 An at-grade hard surface, typically concrete, intended for use by pedestrians and is physically
9 separated from the roadway by a curb or unpaved buffer surface. (*Amended - Ord. No. 2023-008*)

10 Side Yard.

11 A regulated area on a developed parcel of land. (The yard area bounded by the side lot line, the side
12 foundation wall of the principal structure, including impervious surface, overhangs, uncovered steps
13 and stoops, gutters and the front yard and rear yard.) (See Illustration No. 16)

14 Sign Copy.

15 The message or advertisement, and any other symbols on the face of a sign.

16 Sign Face.

17 The area or display surface used for the message.

18 Sign, Abandoned.

19 Any sign, which has been discontinued for a period of 12 consecutive months, which sign, advertises
20 or identifies an activity that has been discontinued for 12 consecutive months, shall be considered
21 abandoned.

22 Sign, Awning.

23 A sign that is mounted or painted on, or attached to an awning, canopy or marquee. (See Illustration
24 No. 66)

25 Sign, Bulletin.

26 A sign which directs attention to municipal, civic, educational, religious or other nonprofit
27 organizational buildings or activities; that is located or to be located upon the premises where the sign
28 is located or is located upon a premises other than where the sign is located.

29 Sign, Directional.

30 A sign that does not advertise, but merely draws attention to a business or development by indicating,
31 no more than, the direction and distance it is from the sign.

32 Sign, Externally Illuminated:

33 A sign illuminated by light sources from the outside.

34 Sign, Ground.

35 Any sign placed upon a pole or other support independent of any other structure, where the sign
36 height does not exceed 10 feet. (See Illustration No. 21)

37 Sign, Internally Illuminated:

38 A sign illuminated by light sources enclosed entirely within the sign cabinet and not directly visible
39 from outside the sign.

40 Sign, Neon:

41 A sign with luminous gas-filled tubes formed into text, symbols, or decorative elements and directly
42 visible from outside the sign cabinet.

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VILLAGE OF SISTER BAY ZONING CODE

1 Sign, Off Premise.

2 A sign, which directs attention to a business, commodity, service or entertainment, conducted, sold or
3 offered at a location other than the premises on which the sign is located.

4 Sign, Pole.

5 A sign that is mounted on a freestanding pole or other support so that the bottom of the sign is 12 feet
6 or more above grade. (See Illustration No. 28)

7 Sign, Portable.

8 A sign that is not permanently affixed to a building, structure, or to the ground. Such sign is sometimes
9 mounted on wheels to make it transportable. (See Illustration No. 29)

10 Sign, Projecting.

11 A sign that is wholly or partly dependent upon a building for support and which projects more than 12
12 inches from such building. (See Illustration No. 30)

13 Sign, Roof.

14 A sign that is mounted on the roof of a building or which is wholly dependent upon a building for
15 support and which projects above the point of a building with a flat roof, the eave line of a building
16 with a gambrel, gable, or hip roof, or the deck line of a building with a mansard roof. (See Illustration
17 No. 33)

18 Sign, Wall.

19 A sign fastened to or painted on the wall of a building or structure in such a manner that the wall
20 becomes the supporting structure for, or forms the background surface of the sign and which does not
21 project more than 12 inches from such building or structure. (See Illustration No. 36)

22 Sign, Window.

23 Wording or advertising that is applied or attached to the interior of a window or located in such manner
24 within the building that it can readily be seen from the exterior of the building through a window. (See
25 Illustration No. 38)

26 Sign.

27 Any medium, including sign face, words, letters, figures, numerals, phrases, sentences, emblems,
28 devices, designs, trade names, or trademarks by which anything is made known and which are used to
29 advertise or promote an individual, firm, association, corporation, profession, business, commodity,
30 or product and which is visible from any public street or highway.

31 Single Family Home.

32 An independently owned residential structure that sits on its own lot, has its own private and direct
33 access to a street or thoroughfare, and is designed to be used exclusively as a dwelling unit by one
34 family. Single family homes typically have one kitchen unit, have their own unshared utilities
35 connections, and there are no shared common walls or roofs.

36 Spot Lamp:

37 A specific lamp form designed to direct its output in a specific direction (a beam) and with a clear or
38 nearly clear glass envelope. Such lamps are so designated by the manufacturers and are typically used
39 in residential outdoor area lighting.

40 Story.

41 That part of a building included between the surface of a floor and the surface of the floor next above
42 it, or, if there is no floor above it, then the space between the floor and the ceiling next above it.

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VILLAGE OF SISTER BAY ZONING CODE

1 Stream Reach.

2 A longitudinal segment of a stream generally including those flood lands wherein flood stages are
3 primarily and commonly controlled by the same manufactured or natural obstructions to flow. (See
4 Illustration No. 7)

5 Street Setback.

6 A line established on a parcel of land for the purpose of identifying the nearest point a principal or
7 accessory structure may be placed to a lot line or right-of-way line. The minimum required horizontal
8 distance between the right-of-way line of the second street of a corner lot and a line parallel thereto
9 through the nearest foundation wall of the principal or accessory structure,
10 including overhangs, uncovered steps and stoops, and gutters. (See Illustration No. 39)

11 Street Yard.

12 A regulated area on a developed parcel of land. The yard area bounded by the second street right-of-
13 way of a corner lot, the front yard, the foundation wall of the principal structure and the lot line
14 opposite the front lot line. (See Illustration No. 40)

15 Street, Private.

16 A roadway created by an easement for use only by the abutting property owners, which is not
17 dedicated to the Village.

18 Street.

19 A public right-of-way not less than 50 feet wide providing primary vehicular access to abutting
20 properties.

21 Strip Shopping Center.

22 A complex of buildings containing business development located on property along one or both sides
23 of a street that is generally one lot in depth and has multiple and relatively closely spaced driveways,
24 green space and landscaping ratios, and high floor area ratios.

25 Structural Alterations.

26 Any change in the supporting members of a structure, such as foundations, bearing walls, columns,
27 beams, or girders.

28 Structure, Accessory.

29 A structure or portion of a structure used for a purpose customarily incidental to a permitted principal
30 use of a lot and located on the same lot as the principal use.

31 Structure, Permanent.

32 A structure placed on or in the ground or attached to another structure in a fixed position, and intended
33 to remain in place for a period of more than nine months.

34 Structure, Principal.

35 The building or structure containing the primary use of a property.

36 Structure, Temporary.

37 A structure placed on or in the ground or attached to another structure in a fixed position and intended
38 to remain in place for a period not to exceed nine months.

39 Structure.

40 Anything erected or constructed, such as buildings, prefabricated or pre-built buildings, towers, masts,
41 poles, booms, signs and carports. Appurtenances constructed at or below grade such as patios,
42 driveways, or sidewalks are not considered to be structures.

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VILLAGE OF SISTER BAY ZONING CODE

- 1 Subordinate.
2 All components of the facility, in total occupy less street frontage than the primary commercial or
3 public institutional building. (*Amended Ordinance 217-081313*)
- 4 Sustained Yield Forestry.
5 Management of forested lands to provide annual or periodic crops of forest products.
- 6 Swimming Pool.
7 An outdoor structure containing a body of water in a receptacle or other container having a depth for
8 water of 18 inches or more with a minimum surface of 48 square feet, located above or below the
9 surface of ground elevation and includes all structural facilities, appliances, appurtenances, equipment
10 and other items used and intended to be used for the operation and maintenance of a pool.
- 11 Temporary Lighting:
12 Non-conforming lighting, not used from more than one 30 day period within a calendar year, with one
13 30 day extension. Temporary lighting is intended for uses, which by their nature are of limited duration.
14 For example: Holiday decorations, civic events or construction projects.
- 15 Temporary.
16 A period defined as no more than 45 days in a calendar year unless a shorter period is specified in the
17 section.
- 18 Temporarily Parked.
19 As it pertains to Mobile Food Vendors, means, the placement of a mobile food vendor unit on a
20 property, including set up and removal, not to exceed 72 consecutive hours, unless otherwise
21 permitted by the Municipipl Code, the Village Board, or the Parks, Property & Streets Committee.
22 (*Created on April 18, 2023 - Ordinance No. 2023-002*)
- 23 Tents.
24 Temporary shelters made of canvas or nylon with removable side panels which are held up by poles,
25 ropes, stakes and weights. Typically large tents, (up to 100' X 50' in size), are utilized by persons seeking
26 shelter from the elements who are attending outdoor festivals or special events, and small tents, (up
27 to 10' X 10' in size), are used by vendors who are participating in Arts & Craft Shows or persons who
28 are hosting outdoor parties or gatherings.
- 29 Tent Permit.
30 A permit issued by the Village Clerk that allows private property owners to erect a tent(s) on their
31 property that will be utilized to provide shade or shelter from the elements on a temporary basis.
32 Temporary tents may not be utilized for more than 15 days per calendar year, but the time period
33 between the Wednesday preceding Columbus Day and the Wednesday following Fall Fest shall be
34 excluded when time limits are calculated.
- 35 Tourist Rooming House.
36 A dwelling unit in which sleeping accommodations are offered for pay to tourists or transients for
37 periods of less than 30 days. These facilities are sometimes referred to as vacation rentals located in
38 residential zoning districts.
- 39 Tower.
40 A structure that is intended to support equipment used to receive and/or transmit electromagnetic
41 waves. Design examples of towers include (a) self-supporting lattice, (b) guyed and (c) monopole.
- 42 Transient. The use of a dwelling unit where rentals of less than thirty (30) consecutive days are
43 available. (In Wis. Stats., §97.01(15)(f) a "Tourist" or a "Transient" is defined as a person who travels
44 from place to place away from his or her permanent residence for vacation, pleasure, culture, business
45 or employment.)

VILLAGE OF SISTER BAY ZONING CODE

1 Translucent:

2 The permitting of light to pass through but diffusing it so that persons, objects, etc., on the opposite
3 side are not clearly visible.

4 Truck Sales and Service.

5 See “Commercial Vehicle Sales and Service.”

6 Turning Lane.

7 An existing or proposed connecting roadway between two arterial streets or between an arterial street
8 and any other street. Turning lanes include grade separated interchange ramps.

9 Uniformity Ratio:

10 The ratio between the average illumination and the minimum illumination as determined by
11 measurements taken on a four-foot grid throughout the lighted area.

12 Unnecessary Hardship.

13 The circumstance where special conditions, which were not self-created, affect a particular property
14 and make strict conformity with the restrictions governing dimensional standards (such as lot area, lot
15 width, setbacks, yard requirements, or building height) unnecessarily burdensome or unreasonable in
16 light of the purpose of this chapter.

17 Use, Abandonment of:

18 The relinquishment of a property, or the cessation of a use or activity by the Owner or Tenant for a
19 period of twelve months, excluding temporary, short-term interruptions for the purpose of
20 remodeling, maintaining, or otherwise improving or rearranging a facility. A use shall be deemed
21 abandoned when such use is suspended as evidenced by the cessation of activities or conditions
22 constituting the principle use of the property.

23 Use, Accessory.

24 A use customarily incidental to the principal use and on the same lot as the principal use. In buildings,
25 customary family occupations and workshops not conducted for compensation shall be deemed
26 accessory uses.

27 Use, Conditional. See Conditional Uses.

28 Use, Principal.

29 The main use of land, or land and buildings in combination, as distinguished from a secondary or
30 accessory building, including, but not limited to, a house in a residential district, a store in a business
31 district, or crops or farm buildings in an agricultural district. Within the zoning districts in this chapter,
32 the principal use is also referred to as the “permitted use.”

33 Use.

34 The purpose or activity for which the land or building thereon is designed, arranged, or intended, or
35 for which it is occupied or maintained.

36 Utilities.

37 Public and private facilities such as water wells, water and sewage pumping stations, water storage
38 tanks, power and communication transmission lines, electrical power substations, static transformer
39 stations, telephone and telegraph exchanges, microwave radio relays, and gas regulation stations, but
40 not including sewage disposal plants, municipal incinerators, municipal warehouses, municipal shops,
41 and municipal storage yards.

42 Vacation Rentals. See Short Term Rentals and Tourist Rooming House

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VILLAGE OF SISTER BAY ZONING CODE

1 Variance.

2 An authorization granted by the Zoning Board of Appeals to construct or alter a building or structure in
3 a manner that deviates from the dimensional standards of this chapter. A variance may not permit the
4 use of a property that is otherwise prohibited by this chapter or allow flood land construction that is
5 not protected to the flood protection elevation.

6 Vision Clearance Triangle.

7 A triangular shaped portion of land established at street intersections in which nothing is erected,
8 placed, planted, or allowed to grow in such a manner as to limit or obstruct the sight distance of
9 motorists entering or leaving the intersection. (See Illustration No. 1 and 2)

10 Well.

11 Any excavation that is drilled, cored, bored, washed, driven, dug, jetted, or otherwise constructed
12 when the intended use of such excavation is to conduct groundwater from an aquifer system to the
13 surface by pumping or natural flow, or to monitor the characteristics of groundwater within an aquifer
14 system.

15 Wellhead Protection area.

16 The surface or subsurface area surrounding a water well or well field, supplying a public water system,
17 an area through which contaminants are reasonably likely to move toward and reach such water well
18 or well field.

19 Wellhead.

20 The upper terminal of a well, including adapters, ports, seals, valves, and other attachments.

21 Wetland.

22 An area where water is at, near, or above the land surface long enough to be capable of supporting
23 aquatic or hydrophytic vegetation and which has soils indicative of wet conditions.

24 Wireless Telecommunication Services.

25 Licensed wireless telecommunication services including, but not necessarily limited to, cellular,
26 personal communication services (PCS), specialized mobilized radio (SMR), enhanced specialized
27 mobilized radio (ESMR), paging and similar services that are marketed to the general public.

28 Wireless Telecommunication Site.

29 A facility operated by a licensed wireless telecommunication service provider, which consists of the
30 equipment and structures involved in receiving or transmitting electromagnetic waves associated with
31 wireless telecommunication services.

32 Woodland.

33 An area of wooded land at least one acre in size and containing deciduous or coniferous trees; that, at
34 least 50 percent of which are either 20 feet or more in height or have a trunk diameter, six inches
35 above the ground, of at least four inches.

36 Yard, Corner Side.

37 A side yard, which faces a public or private street.

38 Yard, Front.

39 A yard extending the full width of the lot on which a building is located and situated between the front
40 lot line and a line parallel thereto and passing through the nearest point of the building.

41 Yard, Interior Side.

42 A side yard located immediately adjacent to another lot or to an alley separating such side yard from
43 another lot.

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VILLAGE OF SISTER BAY ZONING CODE

- 1 Yard, Rear.
- 2 A yard extending the full width of the lot on which a building is located and situated between the rear
- 3 lot line and a line parallel thereto and passing through the nearest point of the building.
- 4

VILLAGE OF SISTER BAY ZONING CODE

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VILLAGE OF SISTER BAY ZONING CODE

SECTION 4000 - ARCHITECTURAL GUIDE

SISTER BAY’S PREFERRED ARCHITECTURAL STYLE HAS BEEN CATEGORIZED AS “TURN OF THE CENTURY” WITH SCANDINAVIAN, SWEDISH & GERMAN THEMES.

In general, the Village’s preferred architectural style has been categorized as “Turn of the Century” with Scandinavian, Swedish and German themes.

See Section 66.1050 for specific requirements.

Windows:
Grilled



Figure 1



Figure 2

Doors:
Double entrance
Recessed entrance



Figure 3

VILLAGE OF SISTER BAY ZONING CODE

Exterior Colors:
Contrasting trim



Figure 4



Figure 5

Trim and Moldings:
Decorative
Detailed



Figure 6



Figure 7

Figure 8



VILLAGE OF SISTER BAY ZONING CODE

Shutters:



Figure 9



Figure 10

Siding:
Stone
Cedar shakes
Cedar siding
Cement board
Hardy plank



Figure 11



Figure 12






Figure 13



Figure 14

VILLAGE OF SISTER BAY ZONING CODE

<p>Landscaping: No bare lawn Benches, patios Shrubs, trees Flowers</p>	 <p style="text-align: center;">Figure 15</p>
	 <p style="text-align: center;">Figure 16</p>
<p>Corner Lot Buildings: Cut-outs</p>	 <p style="text-align: center;">Figure 17</p>

VILLAGE OF SISTER BAY ZONING CODE

Other amenities:

- Flower boxes below windows
- Porches
- Verandas
- Windows walk
- Enclosed porch
- Balconies
- Awnings



Figure 18



Figure 19



Figure 20



Figure 21

VILLAGE OF SISTER BAY ZONING CODE

1

VILLAGE OF SISTER BAY ZONING CODE

SECTION 4200 – SANDWICH BOARD GUIDE

1

Examples of Unacceptable Sandwich Board Designs

Unacceptable Sandwich Board Designs:
Figures 1 through 5 represent examples of sandwich board signs that the Plan Commission has deemed unacceptable. The reasons include plain letters on a completely white background signboard, unchanging messages and lack of character.

Figure 1



Figure 2



Figure 3



Figure 4

Figure 5

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VILLAGE OF SISTER BAY ZONING CODE

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Examples of Acceptable Sandwich Board Designs

Acceptable Sandwich Board Designs:

Figures 6 through 16 represent examples of sandwich boards that the Plan Commission feels are acceptable. The shape of each board is unique or different enough to create an eye-catching message. Even though some of the figures do not contain changeable messages they are included because of the shape of the board, the colors and fonts used to create visual appeal.



Figure 6

Figure 7



Figure 8



Figure 9



Figure 10

VILLAGE OF SISTER BAY ZONING CODE

Examples of Acceptable Sandwich Board Designs



Figure 11



Figure 12



Figure 13



Figure 14



Figure 15



Figure 16

VILLAGE OF SISTER BAY ZONING CODE

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SECTION 4300 - APPENDIX OF ZONING ILLUSTRATIONS

Sec. 66.4300 Zoning Illustrations

Several Zoning illustrations, that should help explain the regulatory concepts that the Village has adopted, and make it easier to understand the standards that are delineated in the Zoning Code in a comprehensible, visual fashion, follow.

Village of Sister Bay Zoning Code

APPENDIX OF ZONING ILLUSTRATIONS

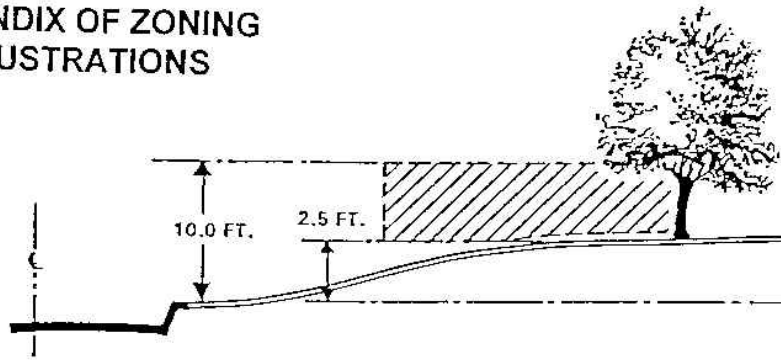
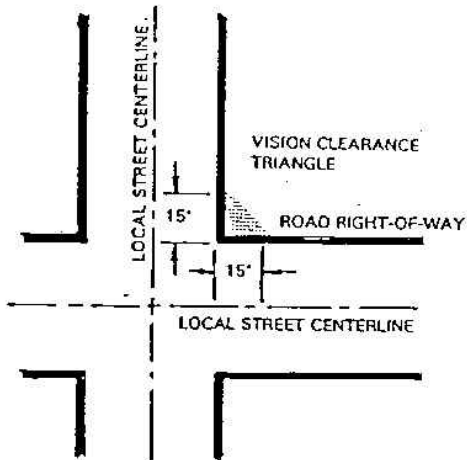


ILLUSTRATION NO. 1 VISION CLEARANCE

VISION CLEARANCE TRIANGLE (PLAN VIEW)

TWO LOCAL STREETS INTERSECTING



TWO ARTERIAL STREETS INTERSECTING
OR A LOCAL STREET AND AN ARTERIAL STREET

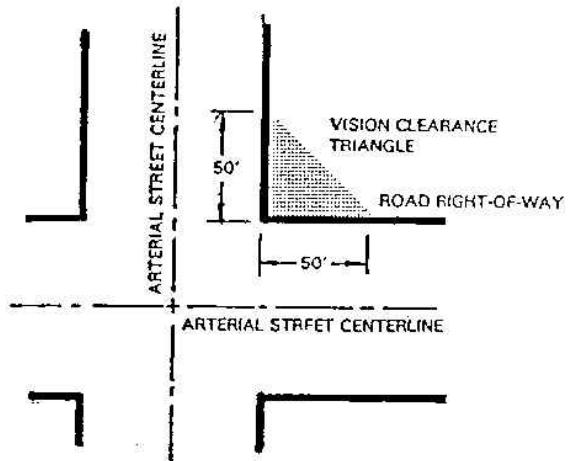


ILLUSTRATION NO. 2 VISION CLEARANCE (PLAN VIEW)

Village of Sister Bay Zoning Code

ILLUSTRATION OF A TYPICAL PARKING LOT LANDSCAPE ISLAND

TYPICAL PARKING LOT

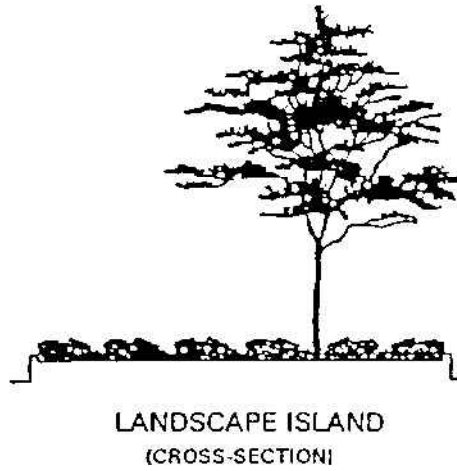
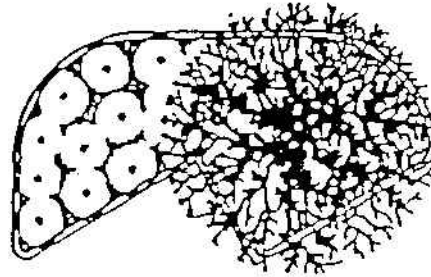
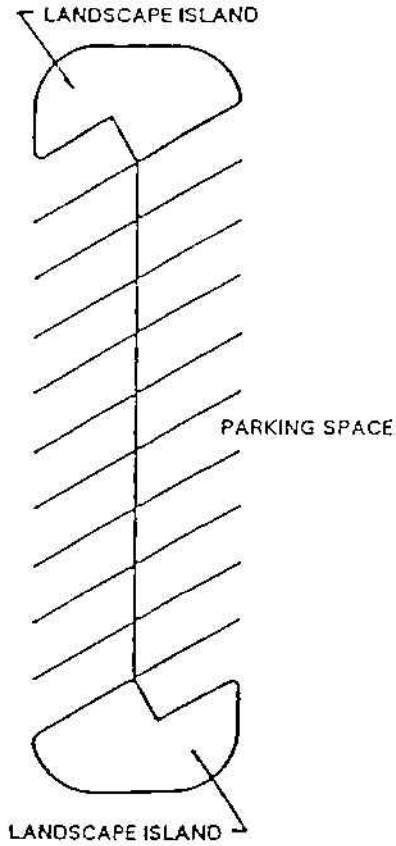


ILLUSTRATION NO. 3 A TYPICAL PARK LANDSCAPE ISLAND

Village of Sister Bay Zoning Code

ILLUSTRATION OF TYPICAL
LANDSCAPING FOR
PARKING ADJACENT TO A BUILDING

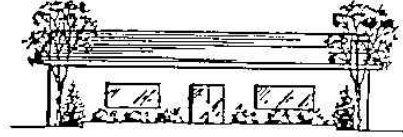
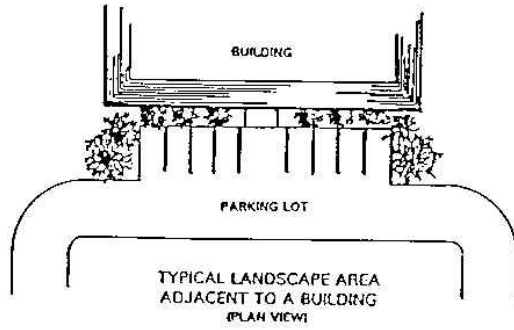


ILLUSTRATION NO. 4 LANDSCAPING FOR PARKING ADJACENT TO A BUILDING

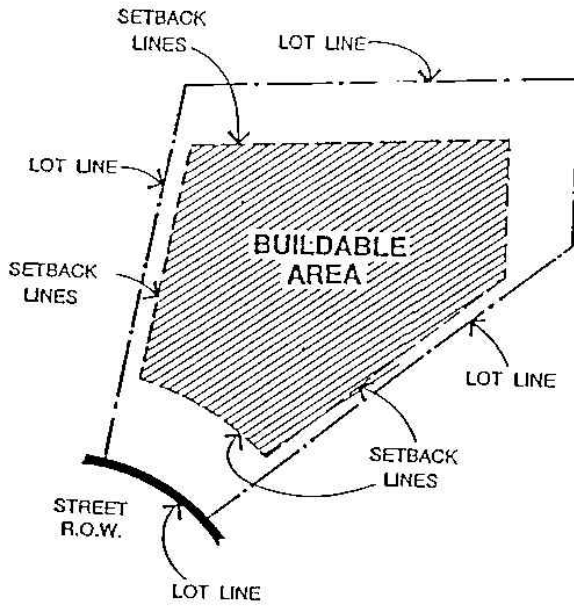


ILLUSTRATION NO. 5 BUILDABLE AREA

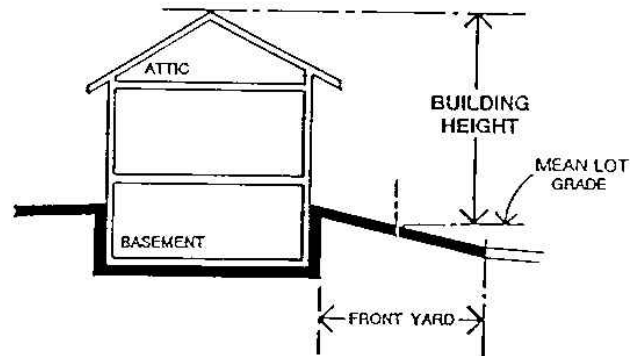


ILLUSTRATION NO. 6 BUILDING HEIGHT

Village of Sister Bay Zoning Code

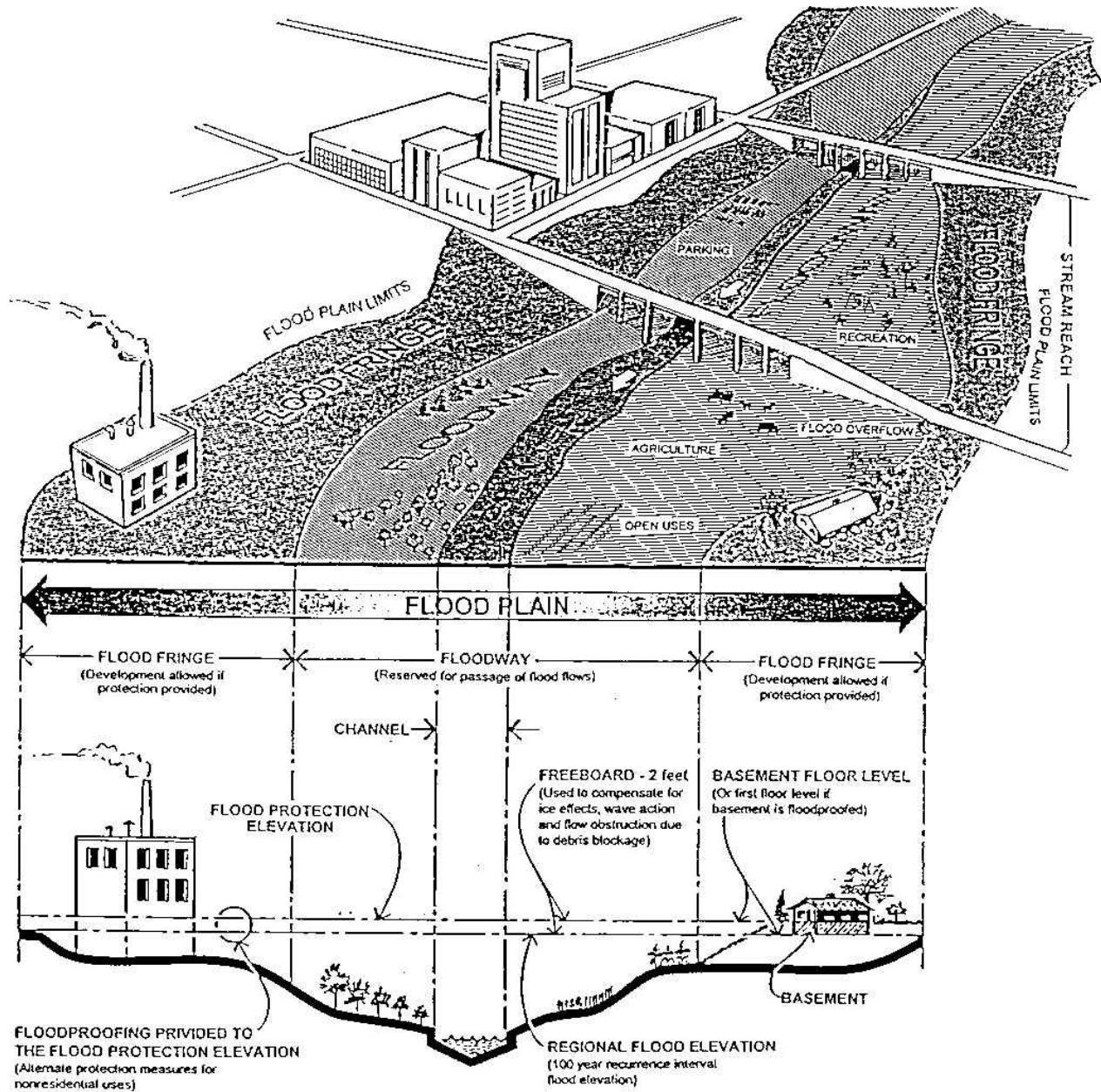


ILLUSTRATION NO. 7 FLOOD PLAIN

Village of Sister Bay Zoning Code

ILLUSTRATION NO. 8 RESERVED

Village of Sister Bay Zoning Code

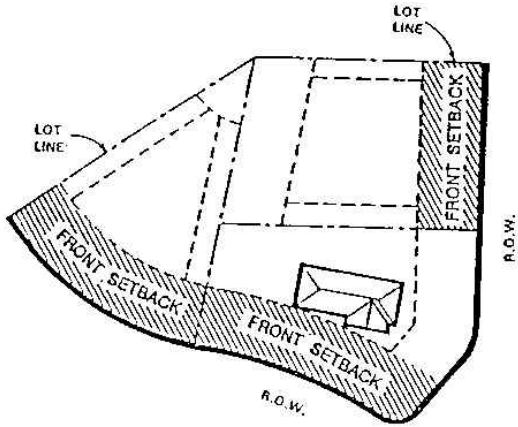


ILLUSTRATION NO. 9 FRONT SETBACK

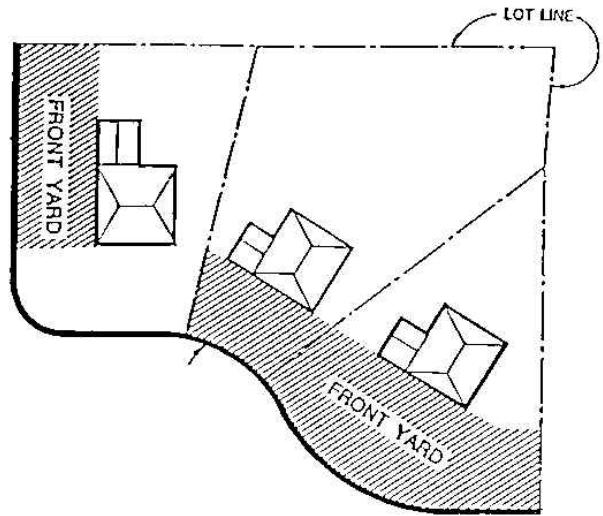


ILLUSTRATION NO. 10 FRONT YARD

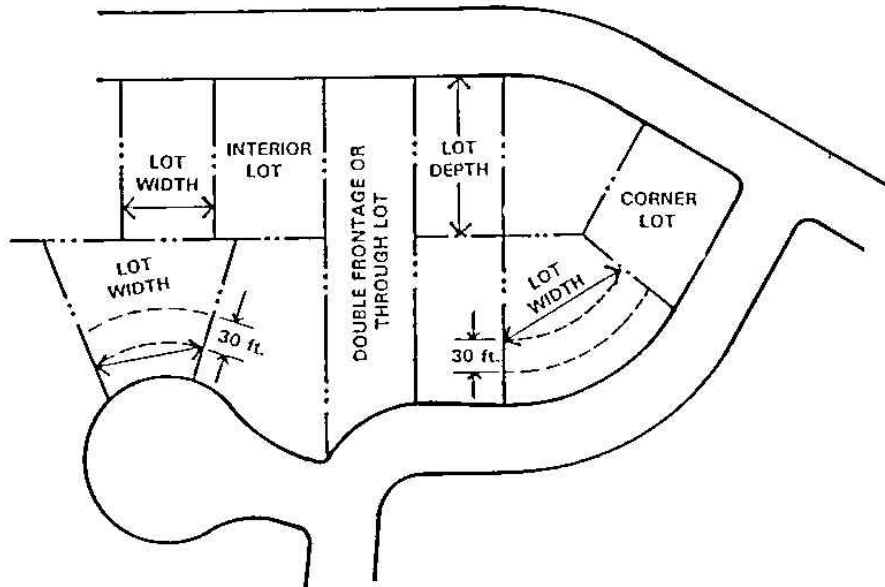


ILLUSTRATION NO. 11 DOUBLE FRONTAGE OR THROUGH LOT

Village of Sister Bay Zoning Code

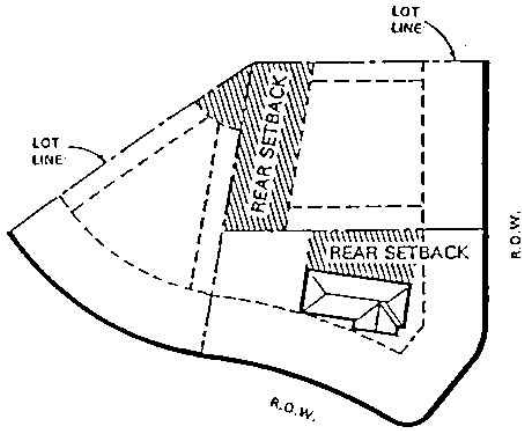


ILLUSTRATION NO. 12 REAR SETBACK

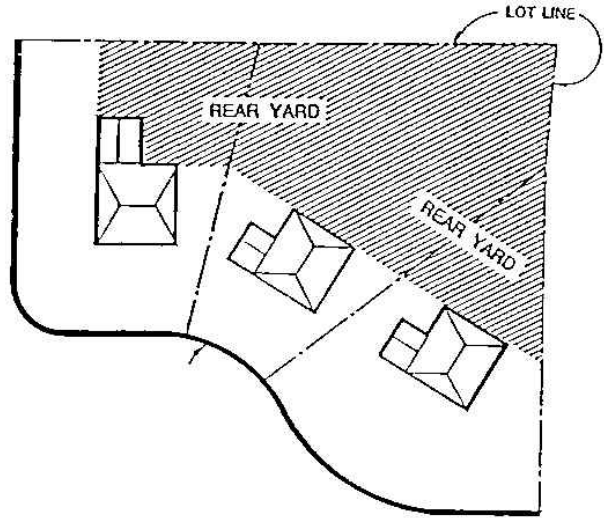


ILLUSTRATION NO. 13 REAR YARD

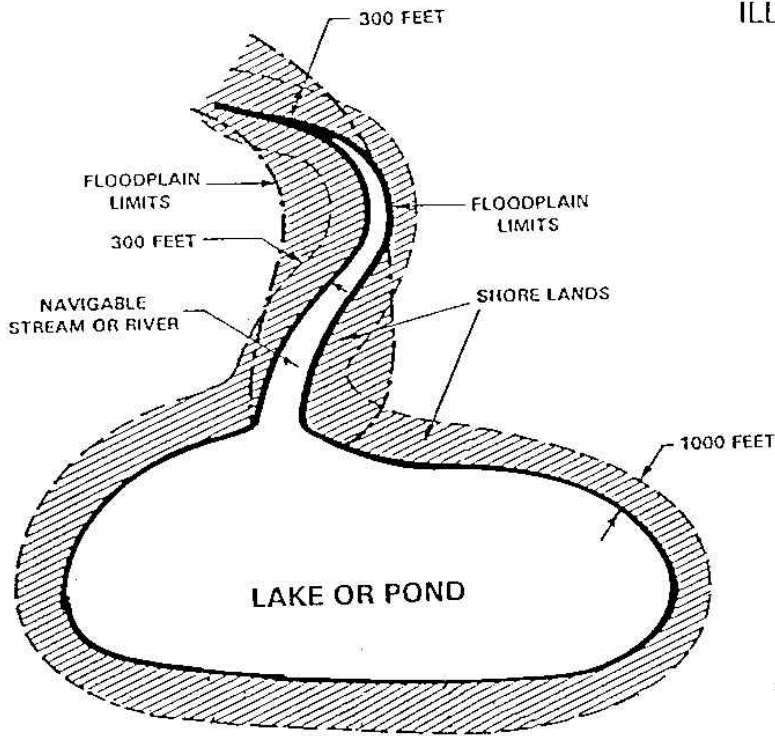


ILLUSTRATION NO. 14 SHORELAND AREAS

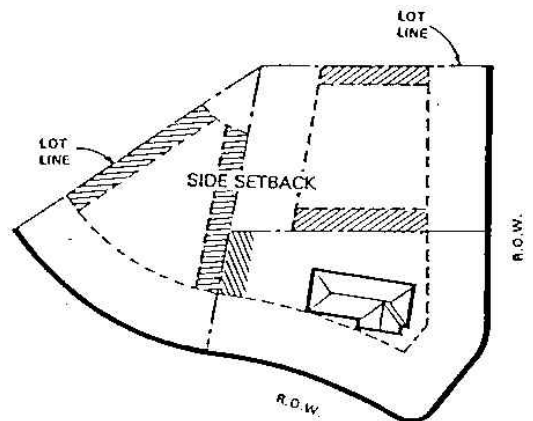


ILLUSTRATION NO. 15 SIDE SETBACK

Village of Sister Bay Zoning Code

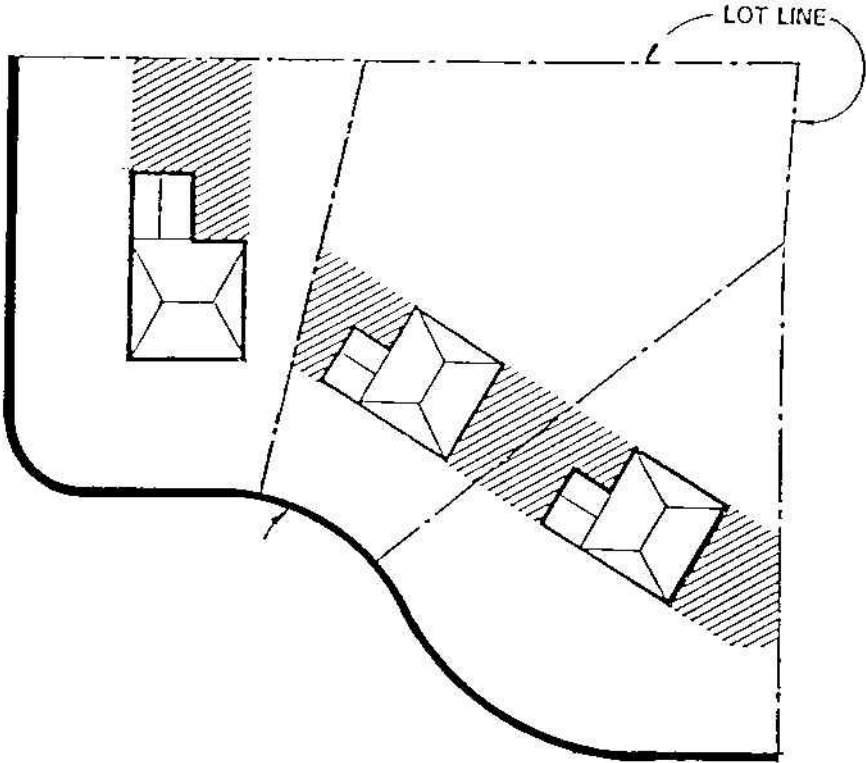


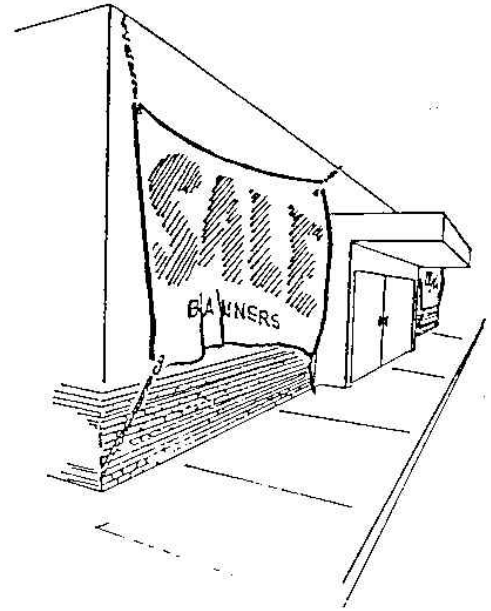
ILLUSTRATION NO. 16 SIDE YARD

Village of Sister Bay Zoning Code



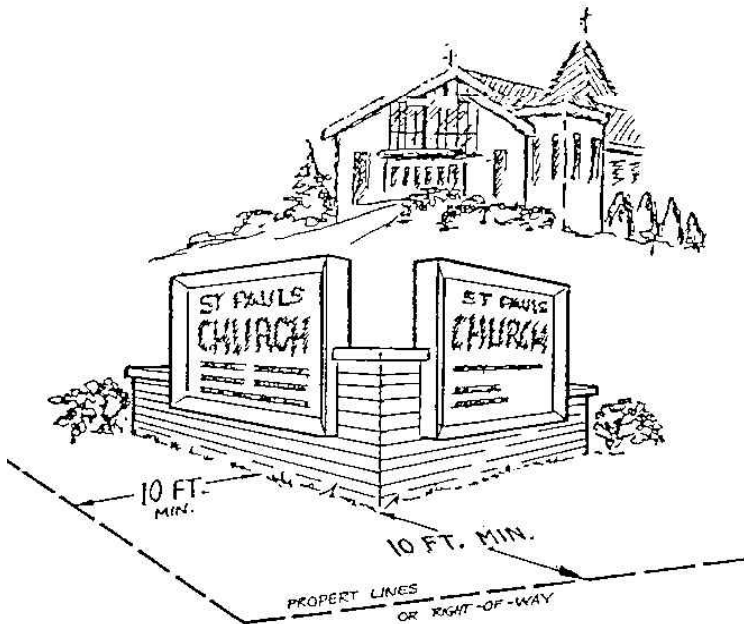
AWNING SIGNS
 MAXIMUM SIGN AREA = . SQ. FT.

ILLUSTRATION NO. 17 AWNING SIGNS



BANNERS
 MAXIMUM SIGN AREA = . SQ. FT. PER
 SIDE OR . SQ. FT. TOTAL

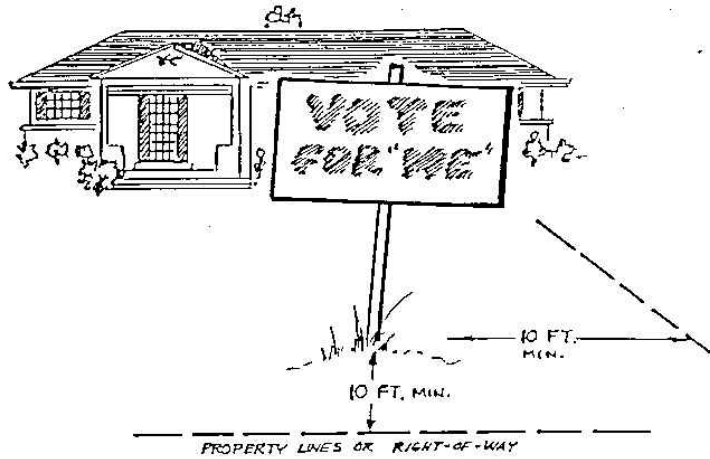
ILLUSTRATION NO. 18 BANNERS



BULLETIN BOARD SIGNS
 MAXIMUM SIGN AREA = 48 SQ. FT./SIDE

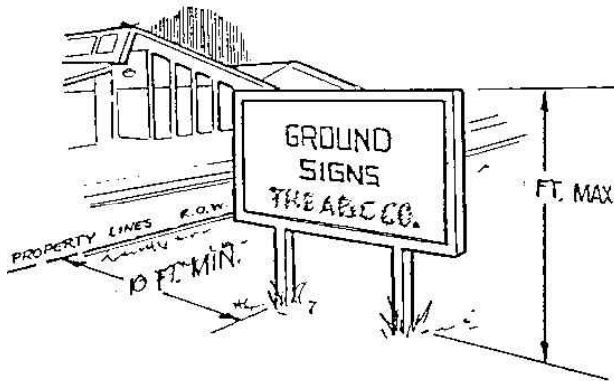
ILLUSTRATION NO. 19 BULLETIN BOARD SIGNS

Village of Sister Bay Zoning Code



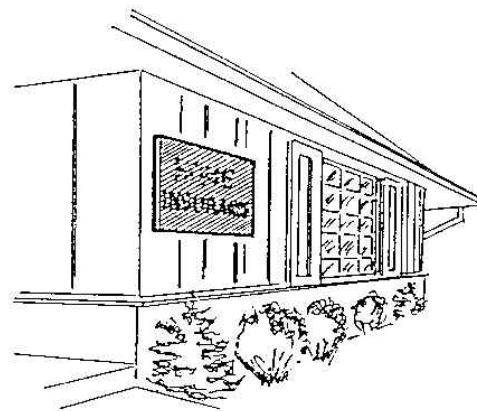
ELECTION CAMPAIGN SIGNS
 MAXIMUM SIGN AREA = . SQ. FT.

ILLUSTRATION NO. 20 ELECTION CAMPAIGN SIGNS



GROUND SIGNS
 MAXIMUM SIGN AREA = . SQ. FT. PER SIDE
 OR . SQ. FT. TOTAL

ILLUSTRATION NO. 21 GROUND SIGNS

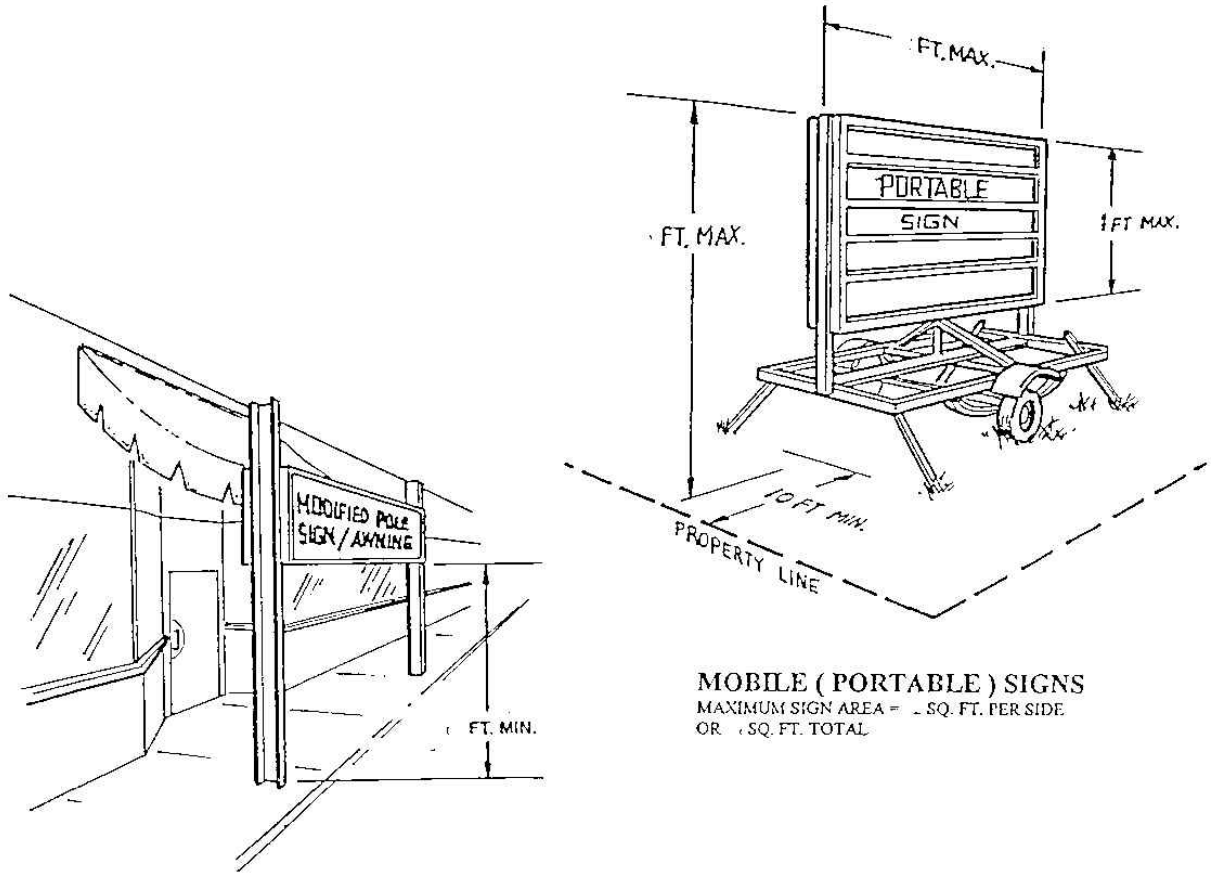


**HOME OCCUPATION & PROFESSIONAL
 HOME OFFICE SIGNS**
 MAXIMUM SIGN AREA = . SQ. FT.

ILLUSTRATION NO. 22 HOME OCCUPATION & PROFESSIONAL HOME OFFICE SIGNS

Village of Sister Bay Zoning Code

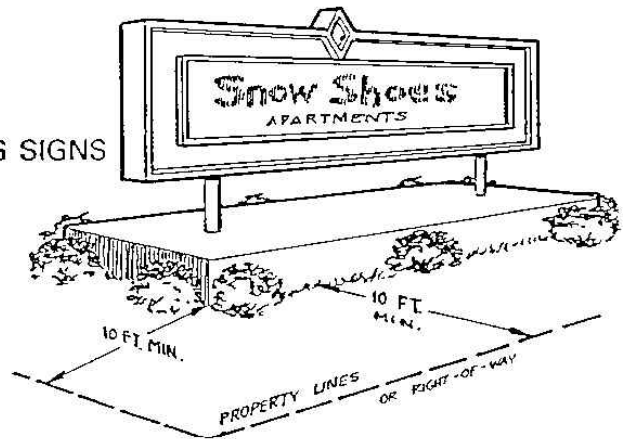
ILLUSTRATION NO. 23 MOBILE (PORTABLE) SIGNS



MOBILE (PORTABLE) SIGNS
 MAXIMUM SIGN AREA = SQ. FT. PER SIDE
 OR SQ. FT. TOTAL

MODIFIED POLE/AWNING SIGNS
 MAXIMUM SIGN AREA = SQ. FT.

ILLUSTRATION NO. 24 MODIFIED POLE/AWNING SIGNS

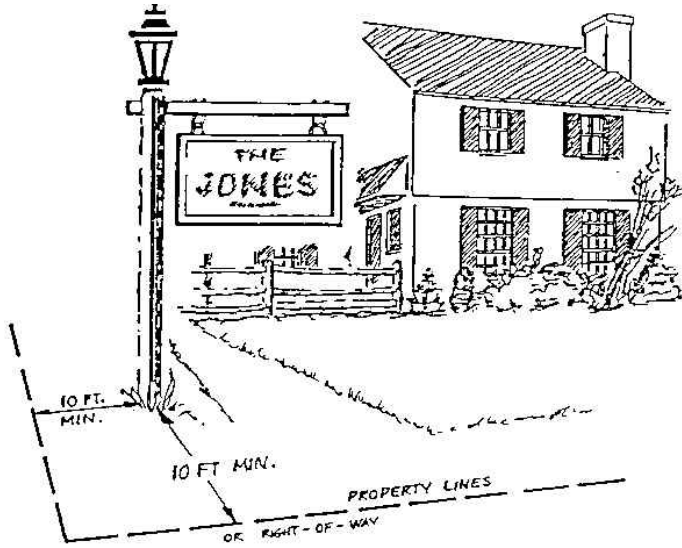


MULTIFAMILY DEVELOPMENT SIGNS
 MAXIMUM SIGN AREA = 48 SQ. FT./SIDE

(ACTUAL SIZE DETERMINED BY THE PLAN COMMISSION)

ILLUSTRATION NO. 25 MULTIFAMILY DEVELOPMENT SIGNS

Village of Sister Bay Zoning Code



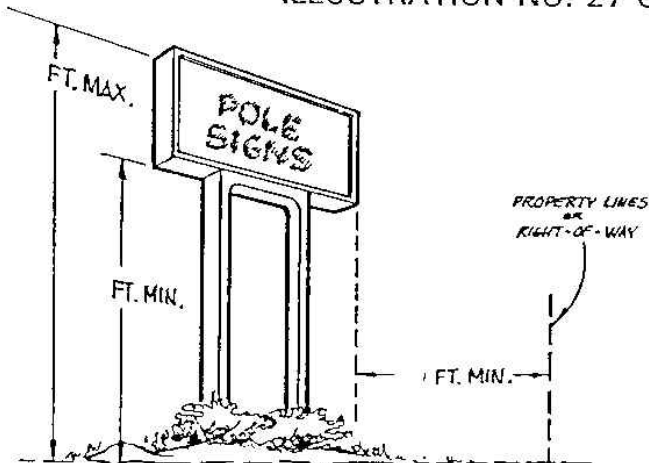
NAME SIGNS
 MAXIMUM SIGN AREA = SQ. FT.

ILLUSTRATION NO. 26 NAME SIGNS



OFF-PREMISE ADVERTISING SIGNS

ILLUSTRATION NO. 27 OFF-PREMISE ADVERTISING SIGNS

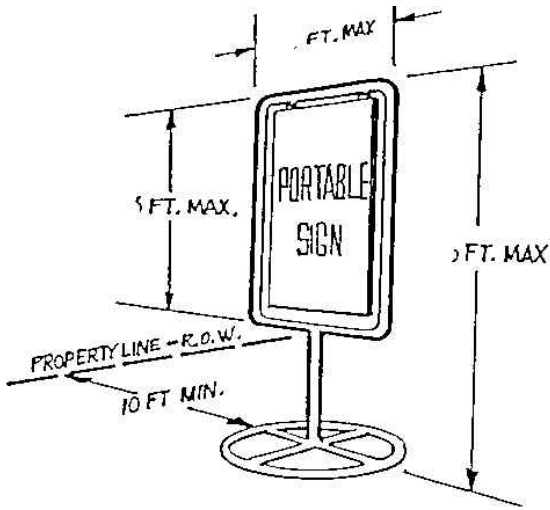


POLE SIGNS

MAXIMUM SIGN AREA = SQ. FT./SIDE
 SQ. FT. TOTAL

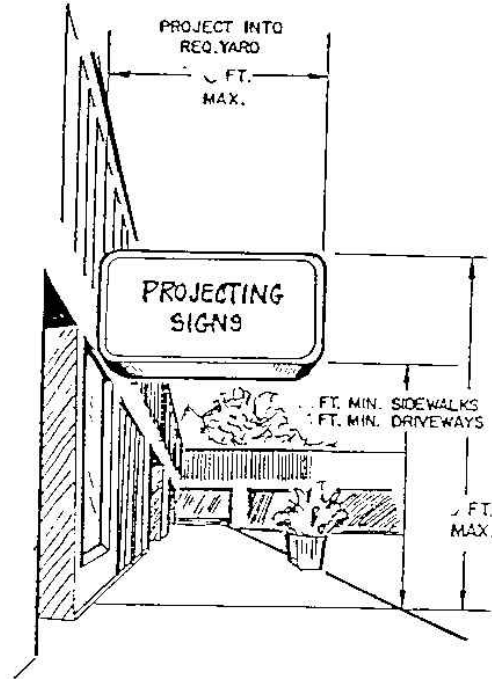
ILLUSTRATION NO. 28 POLE SIGNS

Village of Sister Bay Zoning Code



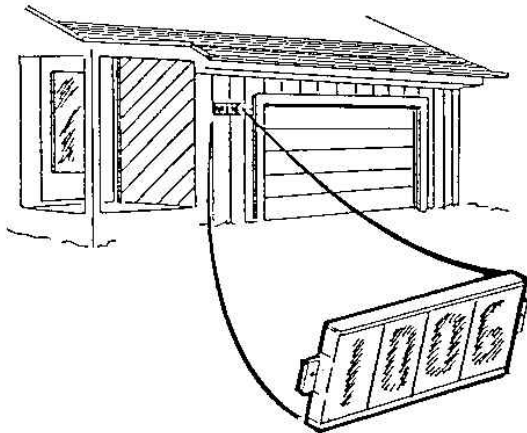
PORTABLE SIGNS
 MAXIMUM SIGN AREA = 25 SQ. FT./SIDE OR 64 SQ. FT. TOTAL

ILLUSTRATION NO. 29 PORTABLE SIGNS



PROJECTING SIGNS
 MAXIMUM SIGN AREA = 25 SQ. FT./SIDE OR 64 SQ. FT. TOTAL

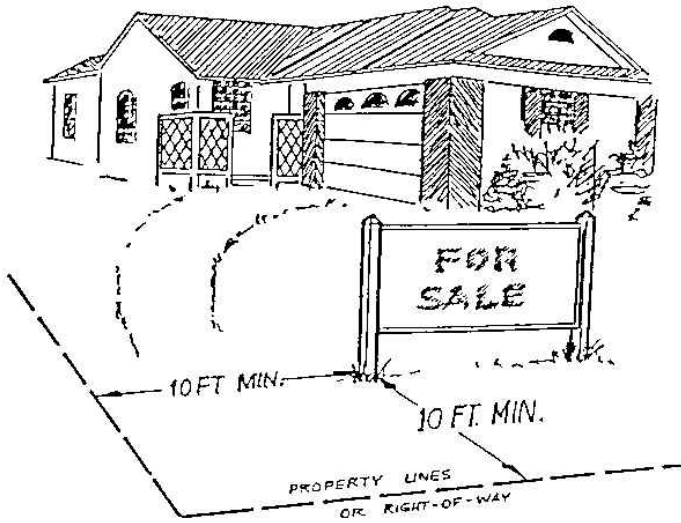
ILLUSTRATION NO. 30 PROJECTING SIGNS



PROPERTY ADDRESS SIGNS

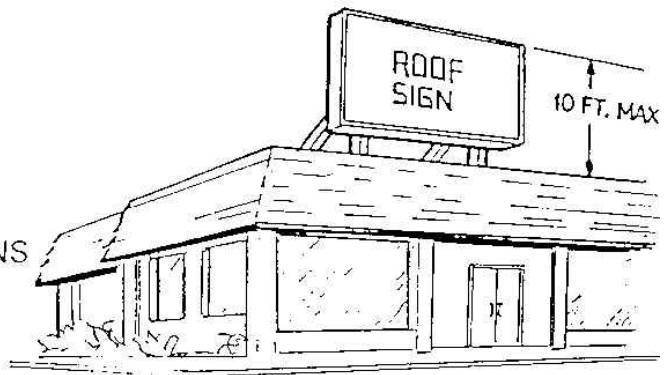
ILLUSTRATION NO. 31 PROPERTY ADDRESS SIGNS

Village of Sister Bay Zoning Code



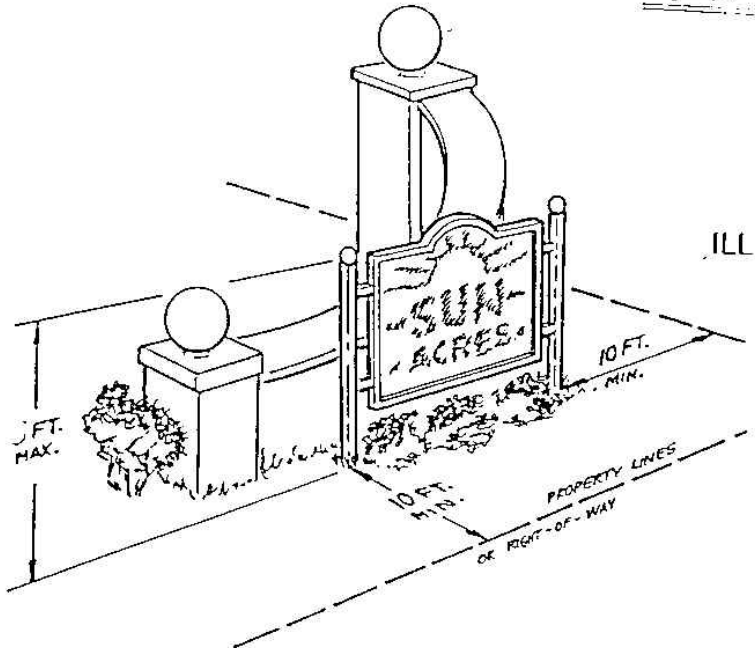
REAL ESTATE SIGNS
 RESIDENTIAL MAXIMUM SIGN AREA = . . . SQ. FT.
 ALL OTHER DISTRICTS = . . . SQ. FT.

ILLUSTRATION NO. 32 REAL ESTATE SIGNS



ROOF SIGNS
 MAXIMUM SIGN AREA = . . . SQ. FT. PER SIDE
 OR . . . SQ. FT. TOTAL

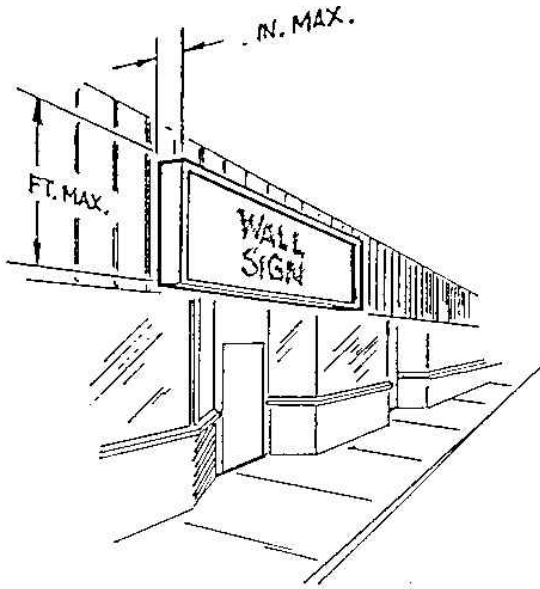
ILLUSTRATION NO. 33 ROOF SIGNS



SINGLE AND TWO-FAMILY RESIDENTIAL DEVELOPMENT SIGNS
 MAXIMUM SIGN AREA = . . . SQ. FT./SIDE
 . . . SQ. FT. TOTAL WITH ACTUAL SIZE DETERMINED
 BY THE PLAN COMMISSION

ILLUSTRATION NO. 34 RESIDENTIAL DEVELOPMENT SIGNS (PERMANENT)

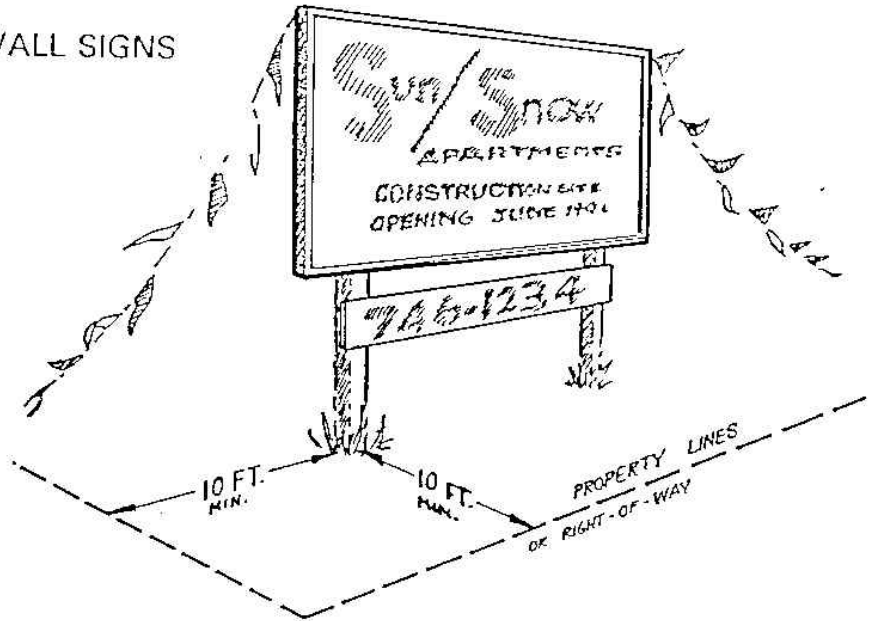
Village of Sister Bay Zoning Code



WALL SIGNS

MAXIMUM SIGN AREA = 2% OF THE WALL AREA
BUT SHALL NOT EXCEED 100 SQ. FT.

ILLUSTRATION NO. 35 WALL SIGNS

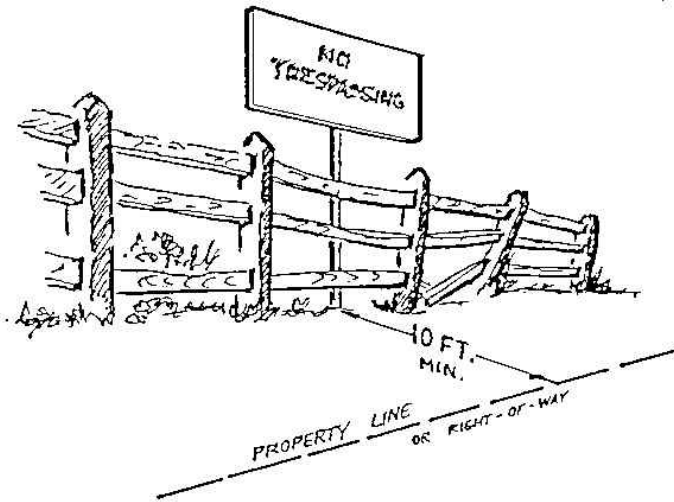


TEMPORARY DEVELOPMENT SIGNS

MAXIMUM SIGN AREA = 48 SQ. FT. PLAN COMMISSION
TO DETERMINE LENGTH OF TIME, NOT TO EXCEED 2 YEARS

ILLUSTRATION NO. 36 TEMPORARY DEVELOPMENT SIGNS

Village of Sister Bay Zoning Code



WARNING SIGNS
MAXIMUM SIGN AREA = . SQ. FT.

ILLUSTRATION NO. 37 WARNING SIGNS

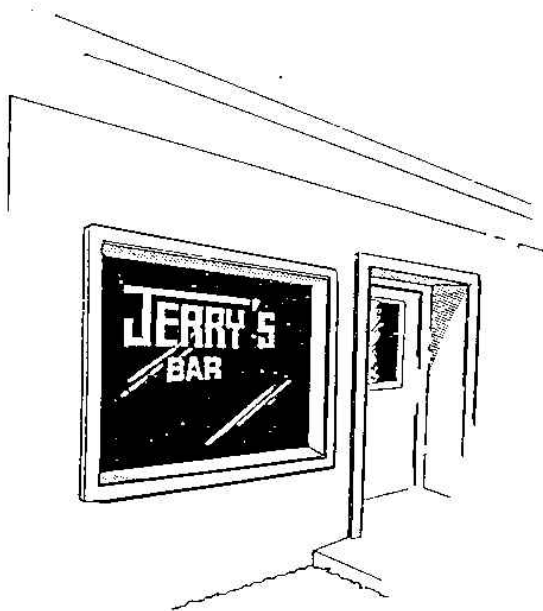


ILLUSTRATION NO. 38 WINDOW SIGNS

Village of Sister Bay Zoning Code

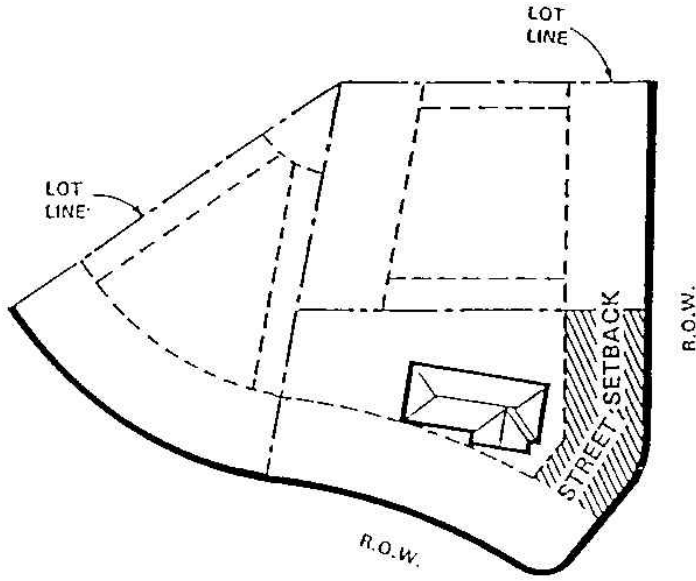


ILLUSTRATION NO. 39 STREET SETBACK

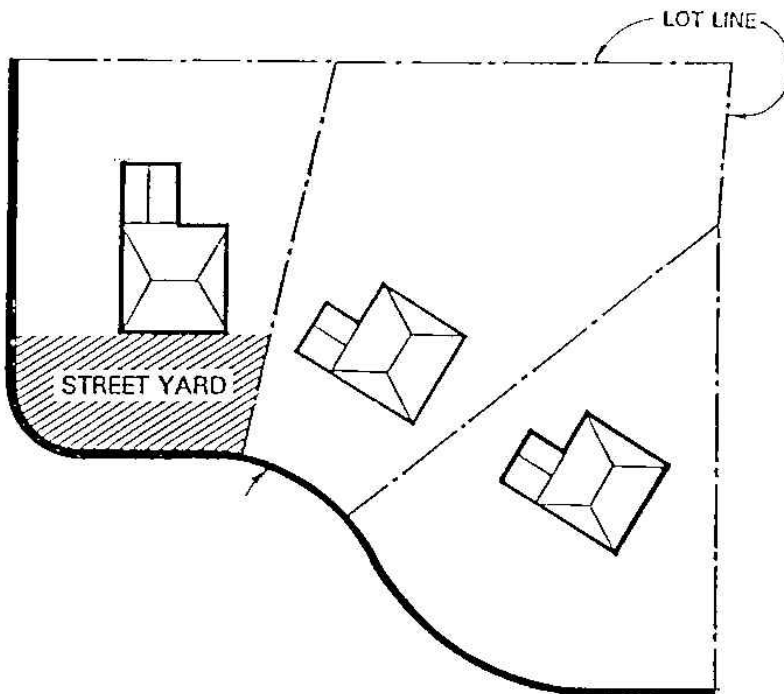


ILLUSTRATION NO. 40 STREET YARD

Village of Sister Bay Zoning Code

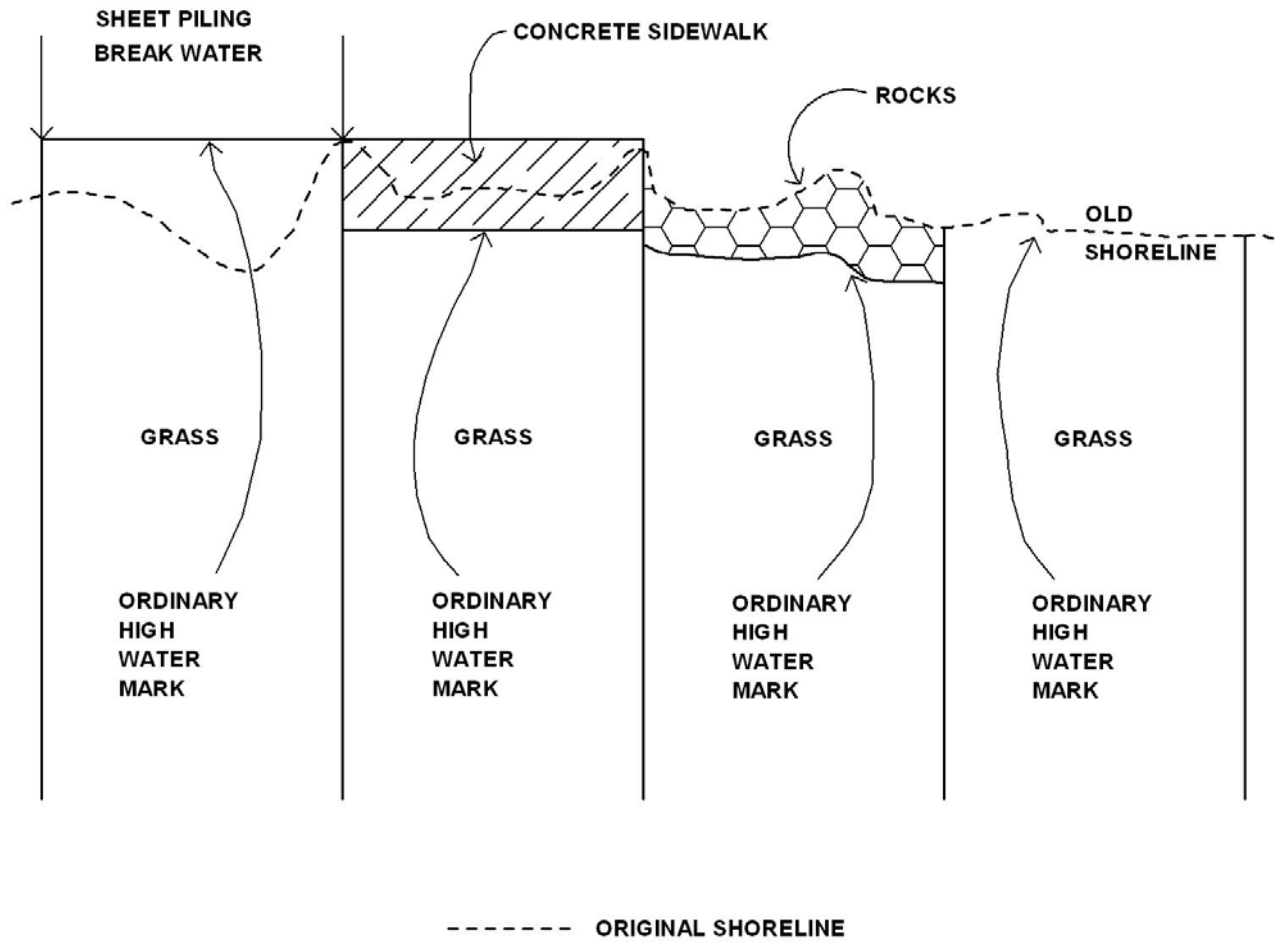


Illustration #41 Development at the Ordinary High Water Mark

Village of Sister Bay Zoning Code

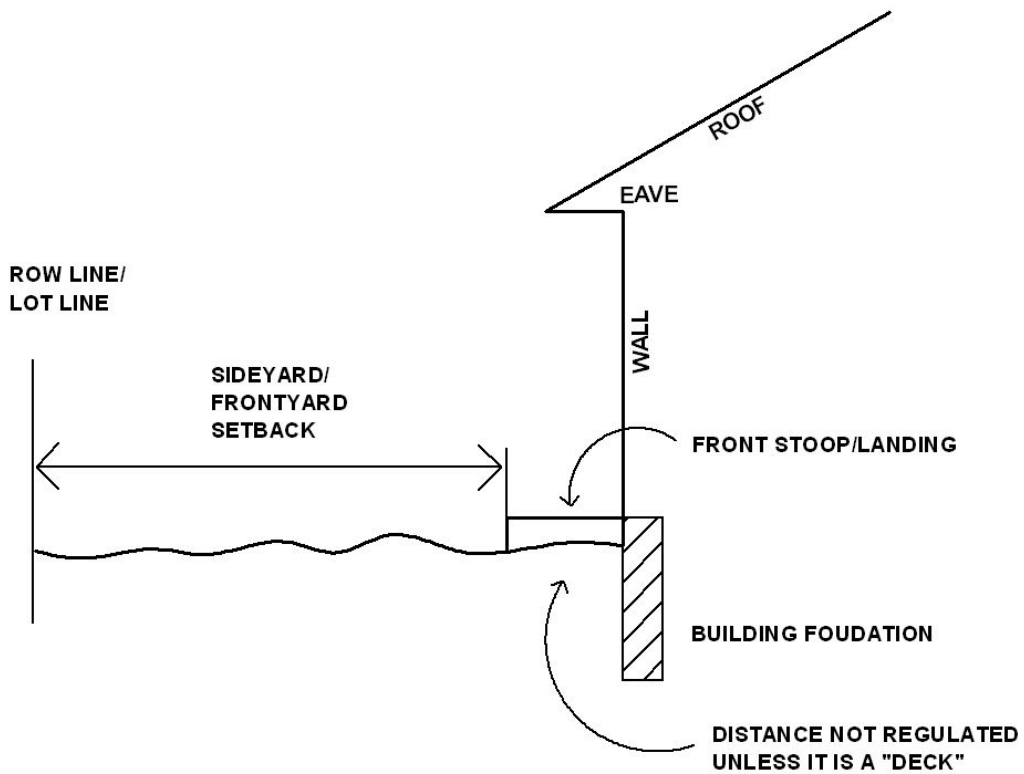
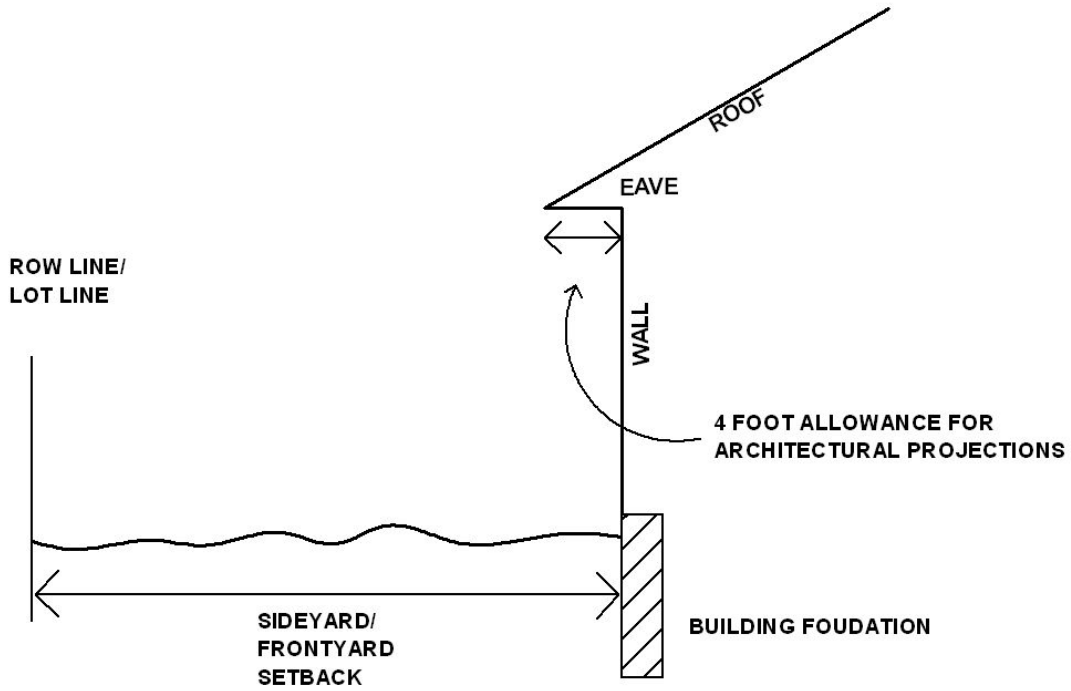


Illustration #42 Building Setback Measurements Using Eave and Roof Overhangs