

CITY OF SHEBOYGAN

PLAN COMMISSION

April 28, 2020

1. OPENING OF MEETING MEMBERS PRESENT: Mayor Michael Vandersteen, Dave Hoffman and Ryan Sazama MEMBERS PRESENT BY PHONE: Alderperson Jim Bohren and Marilyn Montemayor MEMBERS EXCUSED:

Don Cvetan and Jerry Jones STAFF/OFFICIALS PRESENT:

Manager of Planning and Zoning Steve Sokolowski

1.1 Call to order.

Chair Mayor Vandersteen called the meeting to order.

1.2 Pledge of Allegiance

The Pledge of Allegiance was recited.

1.3 Introduction of committee members and staff.

Introductions were made.

1.4 Identify potential conflict of interest.

No committee member had a conflict of interest.

2. MINUTES

2.1 Approval of the Plan Commission minutes from March 24, 2020.

Motion by Ryan Sazama, second by Dave Hoffman to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use and variance application by C&E Construction to construct a new parking lot at 1503 S. 9 th Street.

Motion by Alderperson Bohren, second by Dave Hoffman to approve with the following conditions:

Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, storm drainage, etc. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal and approval of a proposed landscape plan prior to building permit issuance. The applicant shall install the landscaping by July 31, 2020. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Outdoor storage of miscellaneous materials or equipment shall be prohibited. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets (except for area approved for the variance). If signage is to be installed, the applicant shall work with staff with regards to constructing appropriate and well-designed signage and shall obtain the necessary sign permits prior to installation. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Fencing shall be installed along the east property line to buffer the parking lot from the single-family dwelling at 823 Clara Avenue. Fencing shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance. Applicant shall work with staff with regards to constructing appropriate and well-designed fence and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed fence design, the matter may be brought back to the Plan Commission for their consideration. The applicant shall construct the fence by July 31, 2020. Applicant shall remove existing wood fence in front yard along Clara Avenue. The applicant shall construct the permanent parking lot by July 31, 2020. All areas used for parking/maneuvering of vehicles shall be paved (new and existing gravel areas). New paved parking lot shall meet the three (3) foot setback to the property lines. All areas that are not required to be paved shall be grass and/or approved landscaping. It will be the applicant s responsibility to work with all private and public utilities in order to provide easements and/or relocate utilities as necessary. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.). Applicant will provide adequate public access along public streets/alley and will take all appropriate actions to minimize the time period that these streets/alley will be closed/affected. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.

All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way). Absolutely no portion of the site improvements shall cross property lines (parking, fencing, signs, landscaping, retaining wall, etc.). The applicant shall complete the front door entranceway on S. 9th Street by July 31, 2020. If there are any amendments to the approved conditional use permit and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variance granted:

From the locational and bufferyard landscaping requirements. Motion carried.

3.2 Site Plan Application by Hexion Inc. to construct a new parking lot at Hexion Specialty Chemicals located at 2522 S. 24th Street.

Motion by Ryan Sazama, second by Dave Hoffman to approve with the following conditions:

Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, health, storm drainage, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire/police departments, etc.). Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal and approval of a landscape plan prior to building permit issuance. Landscaping shall be installed by July 31, 2020. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Outdoor storage of materials, products or equipment shall be prohibited. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.). All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs no cabinet or flat panel signs. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. All areas used for parking/maneuvering of vehicles shall be paved prior to issuance of an occupancy permit. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary). If there are any amendments to the approved use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

4. NEXT MEETING

May 12, 2020

5. ADJOURN

5.1 Motion to Adjourn

Motion by Ryan Sazama, second by Dave Hoffman to adjourn. Motion carried.

Being no further business the meeting adjourned at 4: 15 p.m.