

CITY OF SHEBOYGAN

PLAN COMMISSION

FEBRUARY 11, 2020

1. OPENING OF MEETING MEMBERS PRESENT: Jerry Jones, Mayor Michael Vandersteen, Marilyn Montemayor, Ryan Sazama, and Don Cvetan MEMBERS EXCUSED: Alderperson Jim Bohren and David Hoffman STAFF/OFFICIALS PRESENT: Planning & Development Director Chad Pelishek and Manager of Planning & 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 with any item on the agenda.

2. MINUTES

2.1 Approval of the Plan Commission minutes from January 14, 2020.

Motion by Jerry Jones, second by Marilyn Montemayor to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use and variance application by Marshall Sign to install a new wall sign for City Church located at 2313 N. 31 st Street.

Motion by Ryan Sazama, second by Don Cvetan to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. All new 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. Any additional signage for this facility will be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (variance sign permits, etc.). Applicant shall remove all temporary signs and may install temporary signage as permitted by the City of Sheboygan Zoning Ordinance. Variance granted:

To have a 48 square foot wall sign. Motion carried.

3.2 Conditional Use and variance application by Marshall Sign to install a new monument sign at the Courtyard Apartments located at 3427 Lakeshore Road.

Motion by Jerry Jones, second by Marilyn Montemayor to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. All new 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. Applicant shall remove existing monument sign to be replaced by new monument sign. The maximum height of the sign shall be 8 feet tall (top of sign to grade). Applicant shall meet 12 foot setback to property line. Applicant shall remove all temporary signs and may install temporary signage as permitted by the City of Sheboygan Zoning Ordinance. Variance granted: To have a 80 square foot wall sign. Motion carried.

3.3 Conditional Use application by Eight Street Investments, LLC to construct a new 3 rd floor apartment at 632 N. 8 th Street.

Motion by Jerry Jones, second by Don Cvetan 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, fire, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

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.). Outdoor storage of materials, products 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.

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. Applicant shall obtain the necessary sign permits prior to installation.

Proposed signage will be individual letter signs and shall meet the 8th Street design guidelines (no flat panel or interior lit cabinet signs).

Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc. If there are to be any exterior renovations to the facility, the applicant will be required to obtain Architectural Review Board approval prior to receiving a building permit for such renovation.

The colors and materials are to complement/match the existing building. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses and/or phases may require conditional use permits, building/mechanical permits, occupancy permits, etc.). If operating as a short term rental, the applicant will be required to file the proper room tax paper work with the City of Sheboygan. If there are any amendments to the site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

3.4 Conditional Use and variance application by Robert Heimerl to create a new single-family lot at 3820 N. 13th Street.

Motion by Marilyn Montemayor, second by Ryan Sazama to approve with the following conditions: Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance. No building permits shall be issued until such time as the applicant can show City staff that the CSM has been officially recorded by Sheboygan County and the lots have been officially created. If there are any amendments to the approved CSM, the applicant will be required to submit a new conditional use application reflecting those amendments. Driveways shall be constructed as approved on the CSM. Variances granted: To have lot widths of 16.96 feet for lot 1 and lot 2. Motion carried.

3.5 Preliminary Plat Approval for Stonebrook Crossing Addition # 1 located

south of Fox Meadows Subdivision between S. Business Drive and Moenning Road.

Motion by Marilyn Montemayor, second by Don Cvetan to approve with the following conditions: The applicant shall obtain all subdivision approval from appropriate agencies including but not limited to City, County, State of Wisconsin, etc.

The land to be dedicated to the City for park purposes shall be designated at Outlot #

3. The preliminary plat is approved if and only if the lands/lots proposed to be rezoned match the subdivision plat as proposed. If lands proposed to be rezoned are denied a new preliminary plat will be submitted. If the City and applicant are unable to reach an agreement concerning the land swap and relocation of proposed park, a new preliminary plat will need to be submitted. Applicant shall submit final plats that meet the City of Sheboygan Subdivision Ordinance. The applicant shall provide utility of at least six (6) feet in width on each side of all rear lot lines and alongside lot lines, for poles, wires, conduits, storm and sanitary sewers, gas, water or other mains as a condition of each final plat. A developer s agreement shall be executed prior to signing any final plats. Motion carried.

3.6 R.O. 146 - 19 - 20 and G.O. 43 - 19 - 20 by Alderpersons Bohren and Wolf amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located off of South Business Drive (Parcel No. 59281471031) from Class Suburban Residential (SR- 5) to Class Neighborhood Commercial (NC) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval to Common Council.

Motion carried.

3.7 R.O. 146 - 19 - 20 and G. O. 44 - 19 - 20 by Alderpersons Bohren and Wolf amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located off of Moenning Road (Parcel No. 59281471051 and Parcel No. 59281471040 and Parcel No. 59281471035) from Class Mixed Residential (MR- 8) to Class Suburban Residential (SR- 5) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval to Common Council. Motion carried.

R.O. 146 - 19 - 20 and G. O. 45 - 19 - 20 by Alderpersons Bohren and Wolf amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located off of South Business Drive (Parcel No. 59281471031 and Parcel No. 59281471051) from Class Suburban Residential (SR- 5) and Class Neighborhood Commercial (NC) to Class Mixed Residential (MR- 8) Classification.

Motion by Marilyn Montemayor, second by Ryan Sazama to recommend approval to Common Council. Motion carried.

4. NEXT MEETING

February 25, 2020

5. ADJOURN

5.1 Motion to Adjourn

Motion by Jerry Jones, second by Don Cvetan to adjourn. Motion carried.

Being no further business the meeting was adjourned at 4: 44 p.m.