

CITY OF SHEBOYGAN

PLAN COMMISSION

DECEMBER 10, 2019

1. OPENING OF MEETING MEMBERS PRESENT: Ryan Sazama, Marilyn Montemayor, Jerry Jones, David Hoffman, and Alderperson James Bohren MEMBERS EXCUSED: Don Cvetan, and Mayor Michael Vandersteen STAFF/OFFICIALS PRESENT: Manager of Planning and Zoning Steve Sokolowski and Planning and Development Director Chad Pelishek

1.1 Call to Order.

Vice Chair Jerry Jones 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 conflict of interest were made.

2. MINUTES

2.1 Approval of the Plan Commission minutes from November 26, 2019.

Motion by Marilyn Montemayor, second by Don Cvetan to approve. Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use and variance application by RLO Sign, Inc. to install a new

electronic readerboard wall sign at Christ Child Academy located at 2722 Henry Street.

Motion by Alderperson Bohren, second by Dave Hoffman to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Applicant shall meet Sections 15.804 (a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles.

No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.

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. Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Applicant shall remove existing wall sign to be replaced by new wall sign. Applicant may install temporary signage as permitted by the City of Sheboygan Zoning Ordinance. Variance granted: To have a 25 square foot wall sign. Motion carried.

3.2 Conditional Use and variance application by RLO Sign, Inc. to install a new electronic readerboard monument sign at the Shell Global service station located at 1710 Indiana Avenue (former Clark Station).

Motion by Marilyn Montemayor, second by Ryan Sazama to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Applicant shall meet Sections 15.804 (a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles.

No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.

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. Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Applicant shall remove existing monument sign to be replaced by new monument sign. The maximum height of the sign shall be 10.8 feet tall (top of sign to grade). Prior to sign permit issuance, the applicant shall work with staff on a well-designed sign base.

Staff may bring the proposed signage design back to the Plan Commission for review/approval. The minimum setback permitted is 15 feet to the face of curb on both Indiana Avenue and S. 17 th Street. Prior to sign permit issuance,

applicant shall remove broken vacuum adjacent to the sign from the site. Applicant may install temporary signage as permitted by the City of Sheboygan Zoning Ordinance. Variances granted: To have a 10.8 feet tall sign. To have 15 foot setback from the curb. Motion carried.

3.3 Conditional Use Permit application by Justin Webb to operate Game On from 2729 Indiana Avenue (former CarQuest facility).

Motion by Marilyn Montemayor, second by Ryan Sazama to approve with the following conditions: Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant may serve liquor/alcohol if and only if all required liquor licenses are obtained. If using dumpsters, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

Applicant shall reinstall the dumpster enclosure gate.

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 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 obtain the necessary sign permits prior to installation.

Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).

Applicant shall work with staff with regards to constructing a well-designed signage for the site that utilizes colors and materials similar to the building.

Staff may bring the proposed signage design back to the Plan Commission for review/approval. If the owner leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation. If there are any amendments to the approved use and/or site plan, the applicant will be required to submit a new site plan and/or conditional use application reflecting those amendments. Motion carried.

3.4 Gen. Ord. No. 35 - 19 - 20 by Alderpersons Bohren and Wolf repealing and recreating Subsection 15.935 (1)(a) of the City of Sheboygan Zoning Ordinance ("SZO") so as to eliminate the residency requirements for membership on the Architectural Review

Board.

Motion by Alderperson Bohren, second by David Hoffman to recommend adoption to Common Council. Motion carried.

3.5 Gen. Ord. No. 36 - 19 - 20 by Alderpersons Bohren and Wolf creating Subsection 15.936 (1)(L) of the City of Sheboygan Zoning Ordinance ("SZO") so as to add an architectural review fee.

Motion by Alderperson Bohren, second by Marilyn Montemayor to recommend adoption to Common Council. Motion carried.

3.6 R.O. 118 - 19 - 20 by Alderperson Wolf and Donohue adopting the River Bend Neighborhood Master Plan

Motion by Alderperson Bohren, second by David Hoffman to recommend adoption to Common Council. Motion carried.

#### 4. NEXT MEETING

January 14, 2020

#### 5. ADJOURN

##### 5.1 Motion to Adjourn

Motion by Marilyn Montemayor, second by David Hoffman to adjourn. Motion carried.

Being no further business the meeting was adjourned at 4: 53 p.m.