

CITY OF SHEBOYGAN

PLAN COMMISSION

NOVEMBER 26, 2019

1. OPENING OF MEETING MEMBERS PRESENT: Alderperson Jim Bohren, David Hoffman, Jerry Jones, Mayor Michael Vandersteen, Marilyn Montemayor, and Ryan Sazama MEMBERS EXCUSED: Don Cvetan STAFF/OFFICIALS PRESENT:

Planning and Development Director Chad Pelishek and 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 has a conflict of interest with any item on this agenda.

2. MINUTES

2.1 Approval of the Plan Commission minutes from November 12, 2019.

Motion by Jerry Jones, second by David Hoffman to approve. Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use application by Jim DuBois to construct a new 2 nd floor apartment at 832 N. 8 th Street.

Motion by Jerry Jones, second by Alderperson Bohren 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. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen the dumpster.

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.

Applicant will provide adequate public access along streets and the parking lot/alley and will take all appropriate actions to minimize the time period that the street will be closed/affected. 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 8 th 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. unless an encroachment is obtained permitting use of public right-of-way. Applicant shall be required to obtain the necessary encroachment to construct the balcony as proposed on the north/Niagara Avenue wall. Applicant shall work with City Development and Engineering staff to determine the specifications that the proposed improvements shall meet. No building permits for the balcony construction shall be issued until such time as the encroachment has been obtained. 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 and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, grading, 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.

3.2 Conditional Use Permit and variance application by Ma De Jesus Alvarado - Vital to locate Tacos Maria food truck in the Citgo parking lot located at 610 S. 14 th Street.

Motion by Marilyn Montemayor, second by Jerry Jones to approve with the following conditions: Applicant will be required to meet and/or obtain all codes, requirements, licenses, etc. to operate the food truck including but not limited to building, electrical, plumbing, HVAC, fire, health, food, vendors, etc. Applicant shall obtain all necessary County Health Department licenses/permits to operate the food truck and the interior seating. Food truck shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances (vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance). Applicant shall immediately remove their temporary signage from the existing monument sign. No temporary signage and/or fluttering, undulating, swinging, rotting, or otherwise moving signs, pennants, banners or other decorations shall be permitted on the building or in the area around the food truck. No portion of the operation shall take place upon the City of Sheboygan public right-of-way or on adjacent properties operation shall remain on the private property. This conditional use permit is for Maria s Food Truck only.

No other temporary use is permitted to operate from the site.

This conditional use permit is not transferable and any future food truck proposal would be required to obtain a conditional use permit to operate from this property. If the applicant wishes to operate from the City public right-of-way or from another private commercial property they will need to obtain the necessary permits/approvals to do so. Applicant shall adequately monitor/regulate and maintain this property. In no instance shall the food stand create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.).

If any issues arise, the Plan Commission may again review the conditional use permit. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments. Variance granted:

To operate the food truck permanently from the site. Motion carried.

3.3 Site Plan application by Vollrath to replace hydrogen and nitrogen tanks at their facility located at 1236 N. 18 th Street.

Motion by Alderperson Bohren, second by David Hoffman to approve with the following conditions: Applicant shall obtain all necessary permits for the construction of the tank as well as all necessary permits for the storage of hazardous chemicals (applicant shall be in contact with building inspection, fire and police departments, etc.).

Applicant is responsible to insure that the proposed tanks meet all Federal, State and local codes. Submittal/approval of a proposed storm drainage plan, if necessary. The uses shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, tower, light poles, etc.). There shall be no spillover light onto adjacent properties or the streets. Fencing shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance.

Applicant will obtain required fence permit. All areas used for parking/maneuvering of vehicles shall be paved. 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 tank proposal. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

#### 4. NEXT MEETING

December 10, 2019

#### 5. ADJOURN

##### 5.1 Motion to Adjourn

Motion by Jerry Jones, second by David Hoffman to adjourn.

Motion carried.

Being no further business the meeting was adjourned at 4: 19 p.m.