

CITY OF SHEBOYGAN

PLAN COMMISSION

AUGUST 27, 2019

AMENDED

1. OPENING OF MEETING MEMBERS PRESENT: Alderperson Jim Bohren, Marilyn Montemayor, Don Cvetan, Ryan Sazama, and Mayor Michael Vandersteen (joined 4: 05 p.m.) MEMBERS EXCUSED: Jerry Jones and Dave Hoffman STAFF/OFFICIALS PRESENT: Transit & Parking Director Derek Muench, Planning & Development Director Chad Pelishek, and Manager of Planning & Zoning Steve Sokolowski

1.1 Call to Order.

Alderperson Bohren 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.

2. MINUTES

2.1 Approval of the Plan Commission minutes from August 13, 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 Paul David and Amanda Weber to operate Arrosto Delicatessen at 1418 N. 13 th Street.

Motion by Ryan Sazama, second by Don Cvetan 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. 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 Slattting (PDS) material in order to effectively screen the dumpster. Outdoor storage of materials, products or equipment shall be prohibited. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.). 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.

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.

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

Staff may bring the proposed signage design back to the Plan Commission for review/approval. 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. 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 floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variance granted: To have a zero parking spaces. Motion carried.

3.2 Conditional Use application by Urban Billmeier to operate W&B Gold Leaf at 804 N. 7 th Street.

Motion by Marilyn Montemayor, second by Don Cvetan 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, 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. Outdoor storage of materials, products or equipment shall be prohibited. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.). 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.

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.

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

Staff may bring the proposed signage design back to the Plan Commission for review/approval. All signs shall meet the 8 th Street design guidelines. 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. 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 floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.Motion carried.

3.3 Conditional Use and variance application by Camp Evergreen to construct a new driveway and parking to their facility located at 2776 N. 31 st Place.

Motion by Marilyn Montemayor, second by Don Cvetan 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. Submittal and approval of a proposed landscape plan prior to

building permit issuance. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters shall be screened and 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 Zoning Ordinance.

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 panel signs. 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. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications. Applicant will provide adequate public access along the streets and will take all appropriate actions to minimize the time period that these streets 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). 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 and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.). Prior to building permit issuance, the applicant shall combine the two (2) parcels into one (1) parcel and shall provide official documentation from Sheboygan County that this parcel has been created.

Parcels 59281630790 and 59281609520. 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. Variance granted: To have a zero foot paving setback. Motion carried.

3.4 Special Use Permit Application by HSHS St. Nicholas Hospital to reconstruct the main and emergency room entries to the hospital at 3100 Superior Avenue.

Motion by Don Cvetan, second by Marilyn Montemayor 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, water, sewer, storm drainage, health, etc. (Applicant shall be in contact with building inspection, fire, police, etc.).

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

In no instance shall the amount of illumination attributable to exterior lighting, as measured at the property line, exceed 0.50 footcandles. All areas used for parking/maneuvering of vehicles shall be paved. All areas that are not required to be paved shall be grass and/or approved landscaping. Applicant shall meet the minimum required paving setback of 10 feet for all new areas to be paved. Any new ingress/egress driveway openings and any driveways to be closed or modified shall be improved to standard City specifications. 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, etc.). Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications. 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. 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. Motion carried.

3.5 Special Use Permit Application by Watson's Elite Catering to construct a new building addition to their facility located at 2335 Union Avenue.

Motion by Alderperson Bohren, second by Don Cvetan 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, hazardous materials, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and approval of a proposed landscape plan prior to building permit issuance.

Landscaping shall be installed prior to issuance of an occupancy permit. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters 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 meet minimum five (5) foot building setback to the east side property line. 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. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain the necessary sign permits prior to installation.

Applicant shall be permitted to install individual letter signs no cabinet or panel signs. Applicant will provide adequate public access along the streets and will take all appropriate actions to minimize the time period that these streets 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). 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 and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.). Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building and sign design. 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.

3.6 G.O. 16 - 19 - 20 and R.O. 63 - 19 - 20 by City Clerk submitting a communication from Rhode Dales, LLP filing a petition for Direct Annexation by Unanimous Consent for land currently located in the Town of Sheboygan (3820 N. 13 th Street - Tax Parcel No. 59024346190).

Motion by Marilyn Montemayor, second by Alderperson Bohren to amend Section 3 of GO 16 - 19 - 20 to say, "In accordance with sec. 66.0217 (14) of the Wisconsin Statutes, the City of Sheboygan agrees to pay annually to the Town of Sheboygan, for five (5) years, an amount equal to the amount of property taxes that the Town levied on the annexed territory, as shown by the tax roll under sec. 70.65 of the Wisconsin Statutes, in the year in which the annexation is final. The petitioner of the annexation agrees for the next five (5) years to pay annually to the City of Sheboygan an amount equal to the property taxes that the Town of Sheboygan levied on the annexed territory, as shown by the tax roll under sec. 70.65, Stats., in the year in which the annexation is final. Said sum shall be in addition to City taxes levied on the parcel.". Motion carried.

Motion by Marilyn Montemayor, second by Don Cvetan to recommend approval to the Common Council with the amendment.

Motion carried.

4. NEXT MEETING

September 10, 2019

5. ADJOURN

5.1 Motion to Adjourn

Motion by Ryan Sazama, second by Don Cvetan to adjourn. Motion carried.

Being no further business the meeting was adjourned at 4: 32 p.m.