

CITY OF SHEBOYGAN

PLAN COMMISSION

JUNE 11, 2019

1. OPENING OF MEETINGMEMBERS PRESENT: Marilyn Montemayor, Dave Hoffman, Don Cvetan, Ryan Sazama, Alderperson Jim Bohren, and Mayor VandersteenMEMBERS EXCUSED: Jerry JonesSTAFF/OFFICIALS PRESENT: Alderperson Ryan Sorenson 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 has a conflict with any item on this agenda.

2. MINUTES

2.1 Approval of the Plan Commission minutes from May 28, 2019.

Motion by Dave Hoffman, seconded by Don Cvetan to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use application by Rehabilitation Center of Sheboygan (RCS) to install a new mural on the east wall facing the Shoreline 400 Bike Trail at their facility located at 1607 Geele Avenue.

Motion by Alderperson Bohren, seconded by Marilyn Montemayor to approve with the following conditions: Applicant shall obtain all necessary permits prior to installation of mural. 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 and/or the streets. The mural shall not contain any political, advertising signage (business name, logos, slogans, messages, etc.), etc.

Mural installation must be completed within six (6) months of the start date.

A one-time extension for an additional 60 days may be granted if the request is submitted in writing prior to the end of the initial 60 -day period.

If these dates are not met the Plan Commission, at its discretion, may cancel the mural permit. Materials shall be long-lasting and graffiti-resistant to the greatest extent possible. The applicant shall properly maintain mural and any issues of disrepair shall be addressed immediately.

If, for whatever reason, the mural falls into disrepair, the building owner will be notified in writing and reèquired to make necessary repairs within 60 days. If the repairs are not made within the specified time, the city reserves the right to repair or remove the mural at the owner s expense. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments.Motion carried.

3.2 Conditional Use application by Michael Eggen to provide outdoor seating at Gotta Getcha In located at 840 Wilson Avenue.

The conditional use application and site plan were reviewed and discussed by the applicants, the neighbors and the Plan Commission.

Based on the plans and testimony, a motion to deny was made due to the very general/conceptual

outdoor patio plans submitted and due to site/operational concerns that included but were not limited to noise, music, proposed hours of operation, loitering, garbage, present site appearance and parking.

Motion by Ryan Sazama, seconded by Don Cvetan to DENY.

Motion carried.

3.3 Conditional Use and variance application by Humane Society of Sheboygan County to construct a new facility on vacant, undeveloped property located on the east side of N. 21 st Street and south of Pershing Avenue (parcel # s 629000 and 629070).

Motion by Ryan Sazama, seconded 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, fire, health, water, sewer, health, storm drainage, DNR, Army Corp, 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. Applicant is responsible to insure that the proposed building is meeting all Federal, State and local codes pertaining to the wetlands on the property.

Applicant will be required to submit all approvals/permits to City Development prior to issuance of a building permit. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal/approval of a landscape plan prior to building permit issuance. The proposed landscape and bufferyard plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan).

Landscaping shall be installed prior to issuance of an occupancy permit. 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.

There shall be no spillover light onto adjacent streets and/or properties. 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. Applicant shall be permitted a freestanding monument sign for the site - electronic readerboard shall be reviewed by staff. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 10 feet. Fencing/retaining wall 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/retaining wall and shall obtain the necessary 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. Maximum height of dog run and dog park fence is eight (8) feet tall. All areas used for parking or maneuvering of vehicles shall be paved including the gravel driveway on the east side of the facility at 3115 N. 21 st Street.

All paving shall be completed 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. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, 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 (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.). 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 will provide adequate public access along public 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). City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Water Utility. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, etc. The Conditional use permit is approved if and only if the City of Sheboygan Department of City Development and/or Planning Commission approve the Certified Survey Map (CSM) reconfiguring lot lines and/or creating the parcels as proposed. City Development staff will sign the proposed CSM only if the proposal exactly matches the approved development plan/property layout. If there are any amendments to the approved site plan and/or parcel configuration, the applicant will have to submit an amended conditional use permit for review by the City of Sheboygan Plan Commission that accurately reflects any and all changes. Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance and addresses all issues including but not limited to access and parking easements, creation of new utility easements, stormwater, etc. Building permits shall be issued only at such time as the applicant can provide documentation from Sheboygan County that the CSM has been officially recorded and that the lots as depicted on the approved site plan have been created. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures including but not limited to main building, accessory structures, etc. If there are any amendments to the approved conditional 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. Variances granted: For paving setback to be zero (0) feet at the shared access drive. To have a 10-foot tall monument sign.

From the locational landscape requirements.Motion carried.

4. NEXT MEETING

June 25, 2019

5. ADJOURN

5.1 Motion to Adjourn

Motion by Ryan Sazama, seconded by Dave Hoffman to adjourn.

Motion carried.

Being no further business the meeting was adjourned at 5: 07 p.m.