

CITY OF SHEBOYGAN

PLAN COMMISSION

APRIL 23, 2019

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

1.1 Call to Order.

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.

Introduction were made.

1.4 Identify potential conflict of interest.

No committee member has a conflict of interest with any item of this agenda.

2. MINUTES

2.1 Approval of the Plan Commission minutes from April 9, 2019.

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

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use application by Above and Beyond Children s Museum to install a new mural on north wall of the museum located at 902 N. 8 th Street.

Motion by Ryan Sazama, seconded by Don Cvetan 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 (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 and variance application by Craft 30 to operate a tavern with outdoor patio at 908 Michigan Avenue (former Club Michigan).

Motion by Ryan Sazama, seconded 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, demolition, fire, water, sewer, storm drainage, health, alcohol, etc.. Applicant shall obtain the necessary liquor license in order to serve alcohol both in the bar and on the outdoor patio area (extension of premises).

Applicant may serve liquor/alcohol if and only if all required liquor licenses are obtained. In order to obtain building permits and/or liquor license for the outdoor patio area that will be located off-site on 916 Michigan Avenue, the applicant will need to submit an officially recorded easement agreement between the owners of 908 Michigan Avenue and 916 Michigan Avenue.

Only at such time as an easement agreement that details location, use, access, structures, etc. is provided to City Development will permits, licenses, etc. be issued for Craft 30 to use this portion of land located on 916 Michigan Avenue (access, construction of structures, serving of liquor, etc.). Applicant shall adequately monitor/regulate and maintain the outdoor seating area. 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. If using dumpsters, 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 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 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 be required to obtain a sign permit for each sign to be installed on the property prior to installation.

Maximum projecting sign square footage is 12 sf. The maximum projection is 4.5 feet from the building. Bottom of projecting sign shall be a minimum of 10 feet above grade. An interior lit and/or swinging projecting sign is not permitted. Proposed wall signage will be individual letter signs (no flat panel or interior lit cabinet signs).

If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. No temporary signage is permitted on the bar or in the outdoor patio area (banners, pennants, etc.). Fencing 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 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. Applicant shall insure that the 2 nd floor porch, all landscaping, fencing, gates, structures, overhangs, gutters, paving, dumpster, etc. will all be located on the Craft 30 property and shall not cross a property line.

Nothing will be permitted on the adjacent private property except for those items permitted by an easement/agreement between the property owners.

Nothing will be located on the City Michigan Avenue public right-of-way. 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. 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/or closed ingress/egress driveway openings, curb, gutter, sidewalk, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.). Applicant will provide adequate public access along public streets/alley and will take all appropriate actions to minimize the time period that these streets/alley will be closed/affected. Streets, alleys and infrastructure damaged and/or disturbed during construction

of all private and/or public improvements shall be promptly repaired by the applicant. 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, outdoor/patio/deck, lean-to, smoking shelter, etc. 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. Variance Granted: To construct/install structures (outdoor patio, fence, gate, etc.) on neighboring property. Motion carried.

3.3 Conditional Use and variance application by Lutheran High School to construct a new building addition and to reconstruct/reconfigure the parking lot at 3323 University Drive.

Motion by Ryan Sazama, seconded 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, health, water, sewer, storm drainage, flood plain, FEMA, 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 Sheboygan River Floodplain. 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.

If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen and enclose the dumpster. 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. 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. All areas used for parking or maneuvering of vehicles shall be paved. 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 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. 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, greenhouse, 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. Variance Granted: From the locational landscape requirements. To exceed the .5 footcandles at the east property line. Motion carried.

4. NEXT MEETING

May 14, 2019

5. ADJOURN

5.1 Motion to Adjourn

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

Motion carried.

Being no further business the meeting was adjourned at 4: 43 p.m.