

CITY OF SHEBOYGAN

PLAN COMMISSION

OCTOBER 9, 2018

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

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 September 25, 2018.

Motion by Marilyn Montemayor, seconded by Jerry Jones to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use application by Sheboygan Area School District to occupy/operate Tower and Forward Special Education Programs from 832 Niagara Avenue (former Maritime Insurance Building).

Motion by Ryan Sazama, seconded by Jerry Jones to hold.

Motion carried.

3.2 Conditional Use application by Aneek, Inc. to operate Alex's Corner Store in the Econo Lodge facility located at 723 Center Avenue.

Motion by Marilyn Montemayor, seconded by Jerry Jones 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. The existing dumpster is in poor condition. Applicant shall repair and/or paint/stain the dumpster enclosure a color that is compatible with the building. Dumpsters and/or grease receptacles shall be completely enclosed by the dumpster meaning a gate shall be added.

Grease shall not create a nuisance, safety and/or aesthetic issue(s).

Enclosure shall include a gate that screens the dumpsters.

If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen the dumpster.

Dumpster enclosure and gate shall be completed by November 16, 2018 or citations may be issued. 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. Applicant shall be permitted to install individual letter signs no cabinet or flat panel signs. Applicant may not reface existing interior lit cabinet sign(s). Signs shall meet the 8 th Street design guidelines. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Applicant shall not be able to have banners, pennants, inflatables, or other various types of temporary signage. 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. The new entry door and window(s) shall be framed in bronze to match the other 1 st floor windows on the west/ 8 th street elevation. The infill panel will match the existing building in terms of materials and colors. Applicant shall paint the chipped entrance post on the east side of the hotel by November 16, 2018.

If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy. If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board. 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.

3.3 Site Plan Application by Sheboygan Chevrolet and Sheboygan Chrysler to construct a new parking lot addition at their dealerships located at 3400 S. Business Drive and 2701 Washington Avenue.

Motion by Jerry Jones, seconded by Ryan Sazama 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, State of Wisconsin DNR, Army Corp of Engineers, floodplain, 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 may only impact areas designated as wetlands if and only if they have written documentation (license, permit, etc.) from the DNR permitting them to do so. Applicant shall provide such documentation to the Department of City Development prior to building permit issuance and prior to impacting any designated wetlands. Applicant may only impact areas designated as floodfringe if and only if they submit the required documentation meeting the City of Sheboygan Floodplain Ordinance. Applicant shall provide such documentation to the Department of City Development prior to building permit issuance and prior to impacting any designated floodplain areas. 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. 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 five (5) feet for all new areas to be paved. 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.

4. NEXT MEETING

October 23, 2018

5. ADJOURN

5.1 Motion to Adjourn

Motion by Jerry Jones, seconded by Marilyn Montemayor to adjourn. Motion carried.

Being no further business the meeting was adjourned at 4: 45 p.m..