

CITY OF SHEBOYGAN

PLAN COMMISSION

MAY 15, 2018

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

Chair Mayor Vandersteen called the meeting to order.

1.1 Pledge of Allegiance

The Pledge of Allegiance was recited.

2. ITEMS FOR ACTION

2.1 Identify potential conflict of interest.

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

2.2 Approval of the Plan Commission minutes from April 24, 2018.

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

Motion carried.

2.3 Election of Vice-Chairperson.

Marilyn Montemayor nominated Jerry Jones for Vice-Chairperson, Ryan Sazama seconded the nomination.

Jerry Jones accepted the nomination. No other nominations were made.

Motion by Ryan Sazama, seconded by Marilyn Montemayor to approve Jerry Jones as Vice-Chairperson.

Motion carried.

2.4 Conditional Use application by Dan Wilson to operate Paradise Auto from 2720 S. Business Drive.

Motion by Jerry Jones, seconded 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, hazardous materials, health, water, sewer, storm drainage, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. If using dumpsters, the 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 properties and/or streets. Applicant shall work with staff with regards to appropriate signage (including pylon sign).

Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage.

If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Applicant shall install individual letter signs no cabinet or flat panel signs. If applicant intends on utilizing the existing pylon sign, the 105 sf top cabinet portion of the sign will need to be removed (advertising Gilly s Frozen Custard and Drive-In). Applicant shall remove all references to Gilly s including but not limited to signage, building/canopy, canopy menu boards, etc.

All menu boards under canopy shall be removed. Applicant shall not be able to have string lights, pennants, inflatables, or other various types of temporary signage. All vehicles shall be displayed on the paved parking area only (vehicles are not permitted on landscape areas. 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 shall remove the weeds, dead plant, etc. and properly maintain all landscape areas around the facility and site. 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.). Applicant shall meet all

zoning requirements including but not limited to noise, vibration, hazardous materials, etc. The applicant may not store any unlicensed or inoperable vehicles on the property and may not do any type of auto repair outside the building. If auto repair is proposed from this property/facility, you must receive approval from the City of Sheboygan and a licensed heating contractor must certify that ventilation requirements are met. The maximum number of vehicles to be displayed is

40. Applicant may sell vehicles from the site only at such time as they have obtained the required State of Wisconsin Dealership license allowing them to sell vehicles. If the applicant is remodeling the exterior of the building, the applicant shall obtain City of Sheboygan Architectural Review Board approval prior to remodel construction. If there are any amendments to the approved conditional use/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

2.5 Conditional Use application by Wisconsin Public Service Corporation to construct a new 180 foot communication tower at 933 S. Wildwood Avenue.

Motion by Marilyn Montemayor, seconded by Alderperson Bohren to approve with the following conditions: The applicant shall obtain all necessary permits/licenses from all required agencies to construct the communications tower, associated mechanical equipment, fencing, paving, etc. as proposed. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. The applicant shall pave the parking and/or access drives that lead to the tower.

Applicant shall design the tower based on the engineering documentation provided by Keith J. Tindall, Vice President of Engineering of Sabre Industries Tower and Poles that was used concerning the towers design and buckling capabilities. The wireless communication tower and equipment shall be properly maintained. No lighting shall be permitted on a tower except as required by the FAA. Towers shall have a non-reflective surface and a neutral color that is the same or similar color as the supporting structure to be as visually unobtrusive as possible, or, if required by the FAA, be painted pursuant to the FAA s requirements. If the tower has been discontinued for a period of six consecutive months or longer it is hereby declared abandoned.

If there are two or more users of this wireless telecommunications tower, then this abandonment is not effective until all users cease using this wireless telecommunications tower. Abandoned facilities, as defined in condition 8 above, shall be removed by the property owner within ninety (90) days from date of abandonment.

If the wireless telecommunications tower is not removed within said ninety (90) days, the City may remove the wireless telecommunications tower at the property owner s expense. If the existing antenna is no longer required on the Wisconsin Public Service facility, the antenna shall be removed 90 days after the new tower is appropriately functioning. Any future installations and/or providers wishing to collocate on this wireless telecommunications tower or modify existing equipment shall be required to obtain the appropriate collocation permit prior to installation and operation. Motion carried.

2.6 Site Plan Application by Wisconsin Public Service to construct a new natural gas meterset and shelter at Plastics Engineering Company located at 2732 N. 15 th Street.

Motion by Alderperson Bohern, seconded by Jerry Jones 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. Submittal and approval of a proposed storm drainage plan.

Applicant shall install 13, six (6) foot tall Arbor Vitaes along the fence line on the south side of this structure to screen the shelter/mechanicals from North Avenue.

This landscaping shall be properly maintained so the structure always remains screened from North Avenue. Outdoor storage of materials, products or equipment shall be prohibited. All new lighting shall be installed per Section 1707 of the City of Sheboygan Zoning Ordinance. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Motion carried.

2.7 Site Plan Application by Georgia Pacific to construct a parking lot addition at their facility located at 1927 Erie Avenue.

Motion by Jerry Jones, seconded by Don Cvetan to approve with the following conditions: Prior to construction, the applicant shall obtain all necessary permits and licenses including but not limited to building, to building, electrical, storm drainage, etc.

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. Outdoor storage of materials or equipment shall be prohibited. All lighting shall be installed per Section 1707 of the City of Sheboygan Zoning Ordinance.

There shall be no spillover light onto adjacent properties or the streets. 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. Absolutely no portion of the parking lot and/or site improvements shall cross the property lines including but not limited to parking, fencing/retaining walls, landscaping, storm water, etc.). Applicant shall meet the minimum required paving setback of five (5) feet for all new areas to be paved. 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. ADJOURN

3.1 Motion to Adjourn

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

Motion carried.

Being no further business the meeting was adjourned at 4: 29 p.m..