

CITY OF SHEBOYGAN

PLAN COMMISSION

APRIL 24, 2018

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

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 with any item on the agenda.

2.2 Approval of the Plan Commission minutes from April 10, 2018.

Motion by Jerry Jones, seconded by Bill Thiel to approve. Motion carried.

2.3 Conditional Use and variance application by Abacus Architects to construct a new multi-tenant professional office building on Kohler Memorial Drive (parcel # 214110).

Motion by Alderperson Bohren, 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, 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/approval of a landscape plan prior to building permit issuance.

Landscape 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).

Landscape plan shall also meet the bufferyard requirements. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

If the dumpster is to be accessed from an adjoining property, the applicant shall provide the required access agreement prior to building permit issuance. 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 work with staff with regards to appropriate signage.

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 remove existing pylon sign.

Applicant shall be permitted a freestanding monument sign for the site.

Minimum setback of a monument sign is 12 feet.

Maximum height of the monument sign is 8 feet. Applicant shall install individual letter signs no cabinet or flat 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. 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 will provide adequate public access along all streets, sidewalks and private drives and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development

(utilities, streets, etc.).

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. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary). 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. Prior to building permit issuance, the applicant is responsible for providing all shared agreements/easements between the subject property and adjoining properties including but not limited to ingress/egress, parking, stormwater facilities, utilities, dumpster, etc. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design. 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: To have a zero (0) foot sideyard paving setback along the east and west property lines. To have a zero (0) foot front yard paving setback along the south property line without curbing. To create a parcel without public street access. To have a landscape ratio of 21 %. From the locational landscaping requirements. 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: 08 p.m..