

CITY OF SHEBOYGAN

PLAN COMMISSION

APRIL 10, 2018

1. OPENING OF MEETING MEMBERS PRESENT:

Jerry Jones, Ryan Sazama, Mayor Michael Vandersteen, and Don Cvetan MEMBERS
EXCUSED:

Alderman John Belanger, Marilyn Montemayor, and Bill Thiel STAFF/OFFICIALS:

Planning & Development Director Chad Pelishek and Manager of Planning & Zoning
Steve Sokolowski

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 has a conflict of interest with any item on the agenda.

2.2 Approval of the Plan Commission minutes from March 27, 2018.

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

Motion carried.

2.3 Conditional Use and variance application by RLO Sign, Inc. to install a new wall sign and a new electronic readerboard monument sign at St. Dominic's Church located at 2133 N. 22nd Street.

Motion by Jerry Jones, seconded by Don Cvetan to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Maximum height of sign is eight (8) feet (top of sign to grade). Sign shall be maintained in its existing location.

If any changes are proposed the sign will need to meet the minimum the minimum 12 foot setback to all property lines (closest edge of sign to property line).

Applicant shall meet Sections 15.804 (a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles.

No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.

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. Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Applicant shall remove temporary banner advertising Now Enrolling at SETON prior to issuance of the sign permit. Variance granted: To retrofit the electronic readerboard in the monument sign at its existing location minimum setback required is 12 feet from the property line. Motion carried.

2.4 Conditional Use and variance application by Quasius Construction to install new signage and a mural at their building located at 1202 A N. 8 th Street.

Motion by Jerry Jones, seconded by Don Cvetan to approved with the following conditions: Applicant shall obtain all necessary permits prior to installation of the sign/mural. 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. 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. Maximum square footage of projecting sign is 12 sf. Maximum projection over right-of-way is 4.5 feet. Projecting sign shall be located a minimum of 10 feet above grade (bottom of sign to grade). Swinging projecting signs are not permitted. Applicant shall obtain the necessary sign permits prior to installation.

Any future signage for applicant and/or tenants shall be individual letter signs no cabinet or flat panel signs. 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. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments. The mural shall not contain any political messages, advertising (business name, logos, slogans, etc.), etc. Variances granted: For a second projecting sign. For an interior lit projecting sign. Motion carried.

2.5 Conditional Use application by Paradigm, LLC to create a new tenant space for a tattoo studio within Paradigm Coffee and Music located at 1202 N. 8 th Street.

Motion by Jerry Jones, seconded by Ryan Sazama 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, beer/wine/liquor, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary sign permits prior to installation. Any future signage for applicant and/or tenants shall be individual letter signs no cabinet or flat panel signs. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

2.6 Conditional Use and variance application by Marshall Sign, LLC to install a new electronic readerboard monument sign at Pigeon River Elementary School located at 3508 N. 21 st Street.

Motion by Ryan Sazama, seconded by Don Cvetan to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Maximum height of sign is eight (8) feet (top of sign to grade). Sign shall meet the minimum the minimum 12 foot setback to all property lines (closest edge of sign to property line).

Applicant is responsible to insure the sign meets the required setbacks. Applicant shall meet Sections 15.804 (a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles.

No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.

All new 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. Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Any temporary banners at the school or recreation facilities shall be removed. Variance granted: To install a 40 square foot sign. Motion carried.

2.7 Conditional Use Permit and Variance application by the Sheboygan Area School District to construct new building additions at North High School at 1042 School 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 and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, health, storm drainage, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and approval of a proposed 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). Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.

If using chain link fencing, the applicant shall install Privacy Decorative Slatted (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/enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.). All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain the necessary sign permits prior to installation. Any future signage for applicant and/or tenants shall be individual letter signs no cabinet or flat panel signs. 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. Any new or modified ingress/egress driveway openings and any existing driveways to be closed shall be improved to standard City specifications. Applicant will provide adequate public access along the street and alley and will take all appropriate actions to minimize the time period that these streets will be closed/affected. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. 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. If there are any amendments to the approved floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variances granted:

To have 352 parking spaces.

To install a 15 square foot wall sign.

From the locational landscaping requirements. Motion carried.

2.8 Conditional Use application by Paul Fenrich to operate Fenrich Custom Finishes from the building located at 1427 S. 15 th Street.

Motion by Ryan Sazama, 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, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire/police departments, etc.). Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. If using dumpsters, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

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 painting activities shall take place inside the building (no outdoor activity). 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.

If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. 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 new or modified ingress/egress driveway openings and any existing driveways to be

closed shall be improved to standard City specifications. The exterior of the storage shed will be painted to match the color scheme of the building. 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.

Conditional Use and variance application by James Klunck to operate Klunck Masonry from the building located at 1422 S. 15 th St Street.

Motion by Jerry Jones, seconded by Don Cvetan to approve with 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, hazardous materials, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire/police departments, etc.). Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal and approval of a landscape plan prior to building permit issuance. 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 Slatting (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. All areas used for parking or maneuvering of vehicles shall be paved by August 4, 2018. Parking lot shall meet the minimum the minimum four (4) foot setback to the south property line.

Applicant is responsible to insure the required setbacks are met. All areas

that are not required to be paved shall be landscaped with grass and/or approved landscaping. Any new or modified ingress/egress driveway openings and any existing driveways to be closed shall be improved to standard City specifications. Applicant will provide adequate public access along the street and alley and will take all appropriate actions to minimize the time period that these streets will be closed/affected. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. 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. Absolutely no portion of the 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.). All exterior remodeling shall be completed by August 31, 2018. Prior to issuance of an occupancy permit, the trailer in the rear yard need to be removed.

If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variances granted: For a paving setback of 4 feet. For a 48 foot curb cut for new driveway. From the location landscaping requirement. 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: 44 p.m.

The next meeting will be April 24, 2018 in the 3 rd Floor Conference Room of City Hall.