

CITY OF SHEBOYGAN

PLAN COMMISSION

MARCH 27, 2018

1. OPENING OF MEETING MEMBERS PRESENT: Marilyn Montemayor, Jerry Jones, City Engineer Ryan Sazama, Mayor Michael Vandersteen, and Alderperson John Belanger MEMBERS EXCUSED:

Bill Thiel MEMBERS ABSENT: Don Cvetan STAFF/OFFICIALS:

City Administrator Darrell Hofland and Planning and Zoning Manager Steve Sokolowski

Chair Mayor Michael 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 has a conflict of interest with any item on this agenda.

2.2 Approval of the Plan Commission minutes from March 13, 2018.

Motion by Marilyn Montemayor, seconded by Alderperson Belanger to approve.

Motion carried.

2.3 Conditional Use and variance application by RLO Sign, Inc. to install a new electronic readerboard monument sign at St. Mark Lutheran Church located at 1019 N. 7 th Street.

Motion by Jerry Jones, seconded by Alderperson Belanger 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 nine (9) foot setback to the Erie Avenue property line and the minimum 12 foot setback to the N. 7 th Street property line (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 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. Variance Granted: For a nine (9) foot setback to Erie Avenue property line. Motion carried.

2.4 Conditional Use and variance application by Family Video Movie Club to create a new tenant space for Marcos Pizza at the Family Video facility located at 2610 Calumet Drive.

Motion by Alderperson Belanger, 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, 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.

Prior to issuance of an occupancy permit, 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 screened and 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/enclose the dumpster.

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

Staff may bring the proposed screening back to the Plan Commission and/or Architectural Review Board for review/approval. 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. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs). If proposing changes to the existing pylon sign, applicant shall work with staff with regards to constructing a well-designed pylon sign for the site that utilizes colors and materials similar to the building.

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. 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 use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

2.5 Conditional Use and variance application by Abacus Architects to construct a new ATI Physical Therapy facility on Superior Avenue just west of Taylor Drive

Motion by Alderperson Belanger, 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, 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 and 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. 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 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 and sidewalks 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 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. Variance granted: From Locational and Bufferyard landscape requirements. Motion carried.

2.6 Conditional use and variance application by 2724 Sheboygan, LLC to construct new apartments at 2724 Kohler Memorial Drive (former Nino s Restaurant).

Motion by Alderperson Belanger, 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, 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 and 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. Applicant shall install six (6) foot high wood fence along the north property line as depicted in the approved plans.

Fence/landscaping at the northwest and northeast corners of the site shall be no higher than four (4) feet high for a distance of 10 feet from the street property lines.

Fence shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

Dumpster enclosure shall be completed prior to issuance of an occupancy permit for the first apartment building to be occupied. 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 to install individual letter signs no cabinet or flat panel signs. 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.

Sign shall be located outside of the 15 foot vision triangle. Applicant shall remove the existing pylon sign that was used by the previous property owner along Kohler Memorial Drive frontage road. 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.

Applicant shall reinstall sidewalk along N. 27 th, N. 28 th Street and Kohler Memorial Drive Frontage Road 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 and sidewalks 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. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.). Applicant is responsible for working with all private and public utilities in order to adequately service this apartment complex 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 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 10 foot front yard setback. to have a building height of 41 feet. To have a five (5) foot paving setback along the east property line. To have 48 units on 1.46 acres. To have a minimum lot area of 1,325 sf per unit. From the locational and bufferyard landscape 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: 32 p.m.