

CITY OF SHEBOYGAN

PLAN COMMISSION

JANUARY 23, 2108

1. OPENING OF MEETINGMEMBERS PRESENT: Jerry Jones, Ryan Sazama, Don Cvetan, Marilyn Montemayor, Mayor Michael Vandersteen, Alderperson John Belanger, and Bill Thiel STAFF/OFFICIALS: Planning & Development Director Chad Pelishek, Public Works Director David Biebel, and 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 has a conflict of interest with any item on this agenda.

2.2 Approval of the Plan Commission minutes from January 9, 2018.

Motion by Alderperson Belanger, seconded by Jerry Jones to approve.

Motion carried.

2.3 Conditional Use and variance application by Robert E. Lee and Associates, Inc. to construct a new Prevea Medical Office building on the St. Nicholas Hospital Campus located at 3100 Superior Avenue

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/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). 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 to 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 applicant is responsible for providing all shared agreements/easements between Prevea and adjoining properties including but not limited to ingress/egress, parking, stormwater facilities, utilities, 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:

For a zero foot sideyard paving setback for multi-tenant parcel.

For a 67 foot building height.

From the locational landscape requirements. Motion carried.

2.4 Conditional Use and variance application by the City of Sheboygan to construct a new building addition and to renovate City Hall located at 828 Center Avenue.

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, 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.

Dumpster(s) and mechanicals 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 or the streets. 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 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. 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 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. Prior to building permit issuance, the applicant is responsible for providing all shared agreements/easements between the City and adjoining properties. 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 install curb and gutter on the Wisconsin Bank and Trust property to the East.

From the locational landscape requirements.

Motion carried.

3. ADJOURN

3.1 Motion to Adjourn

Motion by Jerry Jones, seconded by Bill Thiel to adjourn.

Motion carried.

Being no further business the meeting was adjourned at 4: 38 p.m.