

CITY OF SHEBOYGAN

PLAN COMMISSION

OCTOBER 10, 2017

1. OPENING OF MEETING MEMBERS PRESENT:

Jerry Jones, Bill Thiel, Alderperson John Belanger, Mayor Micheal Vandersteen, Ryan Sazama, and Don Cvetan MEMBERS EXCUSED: Marilyn Montemayor STAFF/OFFICIALS: Manager of Planning and Zoning 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 had a conflict-of-interest with any item on this agenda.

2.2 Approval of the Plan Commission minutes from September 12, 2017.

Motion by Bill Thiel, seconded by Don Cvetan to approve the minutes.

Motion carried.

2.3 Conditional Use and variance application by the Blue Harbor Homeowner s Association to construct additional parking at the Blue Harbor Villas Condominiums located along Beach Front Drive in the S. Pier District.

Motion by Alderperson Belanger, seconded by Jerry Jones 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 15.1707 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 and all areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. Applicant will provide adequate public access along adjacent streets and minimize the time period that these sidewalks/streets will be closed/affected. 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 new building, signs and/or site improvements shall cross the property line (buildings, parking, landscaping, signs, etc.). Applicant shall obtain the necessary sign permits prior to installation.

If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. 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. Variances granted: For a one (1) foot paving setback to the north property line. From the locational landscaping requirements. Motion carried.

2.4 Conditional Use application by Lav Sat to operate Aum House of Arts from the multi-tenant facility located at 522 S. Pier Drive.

Motion by Alderperson Belanger, seconded by Bill Thiel 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. 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 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.

All signs, shall meet the S. Pier Design Guidelines.

Applicant shall work with staff with regards to constructing a well-designed signage for the site that utilizes colors and materials similar to the building.

Signage will be wood and will not be illuminated.

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

Staff may bring the proposed signage design back to the Plan Commission for review/approval. If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board and shall meet the South Pier Design Guidelines. 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.

2.5 Conditional Use application by Anthony Flores to operate Anthony Flores Fitness from the multi-tenant shanty building located facility located at 641 Riverfront Drive.

Motion by Alderperson Belanger, seconded by Don Cvetan 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. 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 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. Applicant shall obtain the necessary sign permits prior to installation.

All signs, shall meet the S. Pier Design Guidelines.

Applicant shall work with staff with regards to constructing a well-designed

signage for the site that utilizes colors and materials similar to the building.

Signage will be wood with carved insert letters.

Sign shall not be illuminated.

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

Staff may bring the proposed signage design back to the Plan Commission for review/approval. All training activities shall take place inside the building (no outdoor activity).

If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.

Any alteration to the building shall meet the South Pier Design Guidelines. 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.

2.6 Conditional Use and variance application by Ben Stanley to operate a mini-storage facility from 1336 Kentucky Avenue.

Motion by Jerry Jones, 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, 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 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 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.

Prior to issuance of a building permit, the applicant shall provide a survey showing the property lines and showing the exact location of the areas proposed to be paved, landscaped, etc. Applicant may only pave their property at 1336 Kentucky Avenue.

Applicant may pave adjacent property to the east if they provide official documentation from that property owner allowing such paving to occur.

Applicant would then have to submit the required site plan and obtain the required permits to construct this parking lot addition. 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. 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 the street and alley and will take all appropriate actions to minimize the time period that these streets will be closed/affected. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy. 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 parking lot paving setback of 0 feet. From the locational landscaping requirements. Motion carried.

2.7 Conditional use and variance application by AAMAY, LLC to construct a new Hampton Inn along Greenwing Drive (Parcel # 479118).

Motion by Alderperson Belanger, seconded by Bill Thiel to approved 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, health, water, sewer, health, storm drainage, State of Wisconsin DNR, 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 and shall be completed prior to issuance of an occupancy permit. 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 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.

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 is 12 feet with a maximum height of 8 feet. Applicant shall be permitted to install individual letter signs only on the structure (no cabinet or flat panel signs are permitted).

Applicant may work with staff provided signs meet zoning ordinance requirements. 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. Absolutely no portion of the new building and other site improvements shall cross the property line including but not limited to balconies, decks, foundation, walls, gutters, eaves, roof, signs, landscaping, retaining walls, etc.). 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). 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, 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. All vehicles, equipment, materials, products, etc. shall temporarily be located on the parking lot property to the north per the developer's agreement. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. Applicant will take all appropriate actions to minimize the time period that adjacent properties and streets are impacted by the development (utilities, streets, etc.). 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. Maximum building height permitted is 58 feet (grade to peak). Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building plans. 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 building height of 58 feet From the locational landscaping requirements Motion carried.

2.8 Gen. Ord. No. 20 - 17 - 18 and R. O. No. 186 - 17 - 18 rezoning properties located along Indiana Avenue from class PPUD Pre-Planned Unit Development to Class JMKAC PUD Planned Unit Development 2017 Classification

Motion by Alderperson Belanger, seconded by Bill Thiel to approved the proposed rezone.

Motion carried.

2.9 Gen. Ord. No. 14 - 17 - 18 by Ald. Bohren and Sorenson annexing territory owned by the City to the City of Sheboygan, Wisconsin.

Motion by Ryan Sazama, seconded by Alderperson Belanger to approved the annexation and assign zoning designation of Suburban Residential (SR- 5)

### 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: 39 p.m.