

CITY OF SHEBOYGAN

PLAN COMMISSION

AUGUST 29, 2017

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

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 with any item on this agenda.

2.2 Approval of the Plan Commission minutes from August 15, 2017.

Motion by Marilyn Montemayor, seconded by Jerry Jones to approve.

Motion carried.

2.3 Tax Incremental District Number 13 Project Plan Hearing.

No one requested to speak.

Motion by Alderperson John Belanger, seconded by Jerry Jones to close public hearing. Motion carried.

2.4 Tax Incremental District Number 14 Territory Amendment Hearing.

No one requested to speak.

Motion by Alderperson John Belanger, seconded by Jerry Jones to close public hearing. Motion carried.

2.5 Conditional Use and variance application by Kieffer Signs to install a new electronic readerboard monument sign at Bethlehem Lutheran Church and School located at 1121 / 1123 Georgia Avenue.

Motion by Alderperson John Belanger, seconded by Don Cvetan to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Sign shall meet the three (3) foot setback to the S. 12 th Street property line and shall meet the 12 foot setback to Georgia Avenue property line (closest edge of sign to property line).

It is the applicant s responsibility 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. The proposed colors and materials of the stone/masonry columns shall match the existing church building colors and materials so that they are consistent and match.Variance Granted: For a three (3) foot sign setback to the west/S. 12 th Street property line. Motion carried.

2.7 Conditional Use and variance application by Sheboygan County to construct new drive/drop off area, new ADA parking and accessible ramp along N. 6 th Street at the Sheboygan County Courthouse located at 615 N. 6 th Street.

Motion by Alderperson John 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, electrical, storm drainage, demolition, etc. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal/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 15.707 of the City of Sheboygan Zoning Ordinance.There shall be no spillover light onto adjacent properties or the streets. There shall be no spillover light onto adjacent properties or the streets. In no instance shall the amount of illumination attributable to exterior lighting, as measured at the property line, exceed 0.50 footcandles. 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. Applicant shall work/coordinate with Shoreline Metro on this project (meter removal, etc.). 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, parking meters, etc.). 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, retaining walls, signs, landscaping, 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. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures. 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. Access drive will be designed as a right in and right out only. Variance Granted: For a street yard paving setback that varies from four (4) to 10 feet along N. 6th Street. Motion carried.

2.8 Kiernan West time extension request to a previously approved conditional use permit to construct a new Fed Ex Cross Dock Facility on parcel # 470943 (Sheboygan Business Park property located at the southwest corner of Concord Drive and Gateway Drive).

Motion by Alderperson John Belanger, seconded by Don Cvetan to approve the extension to December 15, 2018 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, hazardous materials, State of Wisconsin DNR, Army Corp of Engineers, 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. Applicant may only impact areas designated as wetlands if and only if they have written documentation (license, permit, etc.) from the DNR permitting them to do so. Applicant shall provide such documentation to the Department of City Development prior to impacting any designated wetlands. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. If the applicant is proposing to utilize City of Sheboygan property for their stormwater purposes, a stormwater agreement will also need to be completed prior to building permit issuance. The agreement shall specifically detail issues such as use, construction, maintenance, access, etc. Submittal and approval of a proposed landscape plan prior to building permit issuance. Applicant will submit a landscape plan that addresses all four (4) landscaping and bufferyard requirements (except for approved landscape locational variance). Applicant shall provide and maintain landscaping, berming and screening that adequately screens the proposed trailers and dock doors from Concord Drive and the property lines. This landscaping/berming/screening shall be incorporated into the landscape plan and shall be installed per approved plans. Fencing shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance. The applicant shall install the black vinyl Beta Fence as they have proposed.

The applicant shall not install barb wire fencing. Compactor and dumpster shall be screened and enclosed and constructed of like materials and colors of the facility. Outdoor storage of materials, products or equipment shall be prohibited. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. 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 spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity. Applicant shall obtain the necessary sign permits prior to installation. The proposed signage shall meet the City of Sheboygan Zoning Ordinance and Business Park Protective Covenants. All signage must be submitted to and reviewed/approved by the City of Sheboygan Architectural Review Board. Applicant shall be permitted to install individual letter signs no cabinet or 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. The development shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts. 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 shall adequately address all Sheboygan Water Utility concerns related to this development. Applicant shall adequately address all Fire Department concerns related to this development. Applicant will provide adequate public access along Gateway and Concord and will take all appropriate actions to minimize the time period that these streets will be closed/affected. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands. The Certified Survey Map (CSM) will be reviewed if and only if the Plan Commission approves the conditional use permit. The proposed CSM will exactly match the approved site plan/property layout. Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance. Building permits will only be issued at such time as the that the CSM has been officially recorded and that KW SBM, LLC is the owner of the parcel. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building and sign design. The fueling station design shall architecturally match the main cross dock facility with regards to design, materials, colors, etc. 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. Motion carried.

2.9 R.O. 139 - 17 - 18 and G.O. 12 - 17 - 18 by Ald. Savaglio and Lewandoske amending the City's Zoning Map to change the Use District Classification of property located at 2724 Kohler Memorial Dr. from Class Suburban Office SO to Class Urban Residential UR Classification.

Motion by Alderperson John Belanger, seconded by Don Cvetan to approve.

Motion carried.

2.10 R. O. No. 77 - 17 - 18 by the City Clerk submitting a petition for direct annexation by unanimous approval for certain lands currently located in the Town of Sheboygan. G.O. 11 - 17 - 18 by Ald. Holzschuh and Schneider annexing territory to the City of Sheboygan, Wisconsin.

Motion by Marilyn Montemayor, seconded by Ryan Sazama to approve.

Motion carried.

2.11 Resolution approving a correction to the Project Plan for Tax Incremental District 13, City of Sheboygan, Wisconsin.

Motion by Jerry Jones, seconded by Alderperson John Belanger to approve the resolution.

Motion carried.

2.12 Resolution approving a Territory and Project Plan Amendment for Tax Incremental District 14, City of Sheboygan, Wisconsin.

Motion by Jerry Jones, seconded by Marilyn Montemayor to approve the resolution.

Motion carried.

2.6 Conditional Use and variance application by Marshall Signs to install a new electronic readerboard monument sign at Saint Luke United Methodist Church located at 623 Ontario Avenue.

Motion by Alderperson John Belanger, seconded by Jerry Jones 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 12 foot setback to the property line (closest edge of sign to property line).

It is the applicant's responsibility to insure the sign meets the required setback. 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 25
sf sign. 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: 26 p.m.

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