

CITY OF SHEBOYGAN

PLAN COMMISSION

FEBRUARY 28, 2017 at 4: 00 PM

1. OPENING OF MEETING MEMBERS PRESENT: Mayor Michael Vandersteen, Alderperson John Belanger, Todd Wolf, Don Cvetan and Ryan Sazama MEMBERS EXCUSED: Jerry Jones and Marilyn Montemayor STAFF/OFFICIALS PRESENT: 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

2. ITEMS FOR ACTION

2.1 Identify potential conflict of interest.

No committee member has a conflict of interest with items on this agenda.

2.2 Approval of the Plan Commission minutes from February 14, 2017.

Motion by Todd Wolf to approve, seconded by Alderperson John Belanger.

Motion carried.

2.3 Conditional use and variance application by JAI Marketing to remodel the existing vacant carwash portion of the building into additional dining and kitchen space and to construct new parking at the Clark Station located at 1710 Indiana Avenue.

Motion by Alderperson John Belanger, seconded by Todd Wolf to approve with the

following conditions: The paint is peeling on the prefinished metal panels of the building. The applicant shall paint the entire prefinished metal panel on the front/south facade to have one consistent look prior to building permit issuance. There is an exposed cabinet sign on the southeast corner of the eastern canopy. There is a broken cabinet sign on the southwest corner of the western canopy. The applicant shall reinstall the face of the sign(s) or remove the sign(s) from the canopy prior to building permit issuance. If the signs are removed from the canopies, the applicant will need to apply for new sign permits and will be permitted individual letter signs (no cabinet or panel signs). The applicant shall remove the damaged phone booth and associated equipment from the site prior to building permit issuance (southeast corner of the property near intersection of 17 th and Indiana Avenue). 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, hazardous materials, etc. A final inspection/occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and 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 and enclosed and constructed of like materials and colors of the facility. final inspection/occupancy 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 kitchen exhaust shall vent through the roof (exhaust shall not create a nuisance to surrounding neighbors). Applicant shall meet all zoning requirements including but not limited to smells, noise, vibration, hazardous materials, etc. 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. All areas used for parking and maneuvering of vehicles shall be paved prior to final inspection/occupancy. The new parking area shall be required meet the minimum three (3) foot paving setback to the property line. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping prior to final inspection/occupancy. All car wash equipment shall be completely removed from the site and the property where the equipment was previously located shall be restored with grass prior to . Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs no cabinet or panel signs. If the applicant proposes any type of exterior remodel/renovation to the building, City of Sheboygan Architectural Review Board approval is required prior to construction. If there are any amendments to the approved conditional use/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variances Granted: To permit a paving setback of three (3) feet to the property line.

Motion carried.

2.4 Conditional use and variance application by LJM Architects to construct the new Sheboygan Education and Sailing Association (SEAS) facility at the southwest corner of N. 18 th Street and Superior Avenue (Vollrath Parcel # 214072).

Motion by Todd Wolf, seconded by Don Cvetan 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, DNR, 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 department, 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. 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. There shall be no spillover light onto adjacent properties or the streets. Fencing shall be installed per Section 15.720 (3)(c) of the City Zoning Ordinance. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs no cabinet signs. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet to the property line. Maximum height of the monument sign is 8 feet. Monument sign shall have an attractive base utilizing materials that match the design, colors, etc. of the building. All areas used for parking and maneuvering of vehicles shall be paved prior to issuance of an occupancy permit. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping prior to issuance of an occupancy permit.

Any new or modified ingress/egress driveway openings shall be improved to standard City specifications. Applicant is responsible for the installation of sidewalk along Superior Avenue to standard City specifications. Applicant shall install the sidewalk along Superior Avenue to the far west side of the property prior to issuance of an occupancy permit. 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.). 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 Superior Avenue and N. 18th Street 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 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. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way). The top soil stock pile shall be removed prior to issuance of an occupancy permit. 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 be issued only at such time as the that the CSM has been officially recorded and that SEAS has officially acquired the new lot that has been created. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building and sign design. 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: To permit a zero (0) foot paving setback to the side property line.

Motion carried.

2.5 Discussion and possible action of the Plan Commission calling for a public hearing on the proposed Tax Incremental District No. 13 Amendment in the City of Sheboygan.

Motion by Alderperson John Belanger, seconded by Todd Wolf to direct staff to proceed with publishing the required notices and scheduling public hearing to amend Tax Incremental District # 13.

Motion carried.

3. ADJOURN

3.1 Motion to Adjourn

Motion by Todd Wolf to adjourned, seconded by Alderperson John Belanger.

Motion carried.

Being no further business the meeting was adjourned at 4: 33 p.m.

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