

CITY OF SHEBOYGAN

PLAN COMMISSION

JANUARY 10, 2017 at 4: 00 PM

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

Don Cvetan and Alderperson Todd Wolf STAFF/OFFICIALS PRESENT: Planning & Development Director Chad Pelishek and Planning & Zoning Manager Steve Sokolowski

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 December 13, 2016.

Motion by Alderperson John Belanger, seconded by Jerry Jones.

Motion carried.

2.3 Conditional Use and variance application by RLO Sign, Inc. to install a new sign at Van Horn Hyundai/Mazda located at 3512 Wilgus Avenue.

Motion by Alderperson John Belanger, seconded by Marilyn Montemayor to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. Variance Granted: To install additional signage (already have approximately 6 total wall signs this would be seven) Motion carried.

2.4 Conditional Use Permit by Steven Brandenburg to operate JCS Auto Repair at

the Phillips 66 Service Station located at 905 Indiana Avenue.

Motion by Alderperson John Belanger, seconded by Ryan Sazama 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, hazardous materials, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. A licensed heating contractor must certify that ventilation requirements are met for auto repair. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Dumpster(s) shall be screened and 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. The applicant may not store any unlicensed or inoperable vehicles on the property and may not do any type of auto repair outside the building. Customer and employee parking shall all be located on the private property only. No vehicles shall be located on any landscape area or on the street/alley (public right-of-way). Vehicle location shall not cause any type of pedestrian/vehicle conflict or safety issues. Applicant may not sell vehicles from this site. Applicant will provide additional lighting in the rear of the building. 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. 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. In no instance shall the auto repair create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit. 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. Motion carried.

2.5 Conditional Use and variance application by Nyhuis Enterprises, LLC to construct a new two-tenant commercial building on Parcel # 513560.

Motion by Alderperson John Belanger, seconded by Ryan Sazama 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, grading/fill, storm drainage, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and approval of a storm drainage plan prior to building permit issuance. Submittal and approval of a landscape plan prior to building permit issuance. Any fencing shall be installed per Section

15.720 (3)(c) of the City Zoning Ordinance. 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. The uses 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 or panel signs. Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). Building shall meet five (5) foot setback to the rear property line. All areas used for parking or 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. The unused driveway to the west shall be closed and 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 the City with an easement for the existing storm sewer pipe. Occupancy permit shall be granted only at such time as the easement is signed and recorded. Applicant shall not disturb or place structures over this storm sewer pipe. If the storm sewer pipe is damaged and/or disturbed during construction, the applicant shall promptly repair any damage and is responsible for all costs associated with this repair. 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 Indiana Avenue and will take all appropriate actions to minimize the time period that these sidewalks/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. 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. Variance Granted: To have a five (5) foot rear yard setback To have a total of 4 parking spaces From the locational landscaping requirements Motion carried.

2.6 Conditional Use and variance application by McMahon Engineers and Architects to construct a new building addition at Nemak located at 3101 S. Taylor Drive.

Motion by Alderperson John 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, hazardous materials, stormwater, 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 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/enclosed and constructed of like materials and colors of the facility

(HVAC equipment, mechanicals, 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. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs no cabinet or panel signs. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. All areas used for parking or 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. 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, temporary and/or closed 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 Crocker Avenue 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. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way). Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building and sign design. Applicant shall provide the Department of City Development signed and official No Build easement agreements with the adjoining properties prior to building permit issuance. 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. Variance Granted: From the location landscape requirements Motion carried.

2.7 An Ordinance by Ald. Donohue and Hou-Seye granting Viand Hospitality, LLC, the privilege of encroaching on portions of Riverfront Dr. right-of-way located at 705 Riverfront Dr. in the City of Sheboygan for the purpose of construction and maintaining a dumpster enclosure.

Motion by Jerry Jones, seconded by Alderperson John Belanger to approve with the condition that they work with staff with regards to the dumpster enclosure design.

Motion Carried.

3. ADJOURN

3.1 Motion to Adjourn

Motion by Jerry Jones to adjourn, seconded by Alderperson John Belanger. Motion carried.

Being no further business the meeting was adjourned at 4: 44 p.m.

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