

CITY OF SHEBOYGAN

PLAN COMMISSION

NOVEMBER 29, 2016 at 4: 00 PM

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

Manager of Planning and Zoning Steve Sokolowski and Planning and 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 November 15, 2016.

Motion by Alderperson John Belanger to approve, seconded by Ryan Sazama.

Motion carried.

2.3 Conditional Use and variance application by RLO Sign, Inc. to install a new electronic readerboard monument sign at St. Paul's UCC located at 2114 Wedemeyer Street.

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. 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. Sign shall meet the eight (8) foot setback to property lines (closest edge of sign to property line).

It is the responsibility of the applicant to insure the sign meets the required setback. Applicant shall meet the 15 foot vision triangle requirements. The proposed colors and materials of the brick base portion of the sign shall match the existing church facility brick colors and materials so that they are consistent and match. Variance Granted: To install a 33 square foot sign. To install a sign with an eight (8) foot setback. Motion carried.

2.4 Conditional use, variance and Certified Survey Map application by North and Calumet, LLC to reconfigure their properties located at 2713 Calumet Driver and 2108 North Avenue (Dickey s BBQ, Advance Auto Parts, Cash Loans).

Motion by Alderperson John Belanger, seconded by Ryan Sazama to approve with the following conditions: Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance. The proposed Certified Survey Map (CSM) shall show all shared parking, access, storm drainage, etc. agreements between proposed Lots 1 and 2. The applicant shall meet all zoning regulations requirements including but not limited to use, landscaping, lighting, parking, access, signage, stormwater, etc. The applicant is required to provide the City with land dedication for the proposed street improvements at the northwest intersection of North Avenue and N. 21 st Street that are part of the North Avenue reconstruction project. Staff will forward the CSM to the Common Council for approval/acceptance only at such time as the right-of-way dedication and all required agreement are acknowledged on the proposed CSM. Future building permits, occupancy permits, land use permits, etc. will be acted upon only at such time as the that the CSM has been officially recorded and the applicant can demonstrate that they are the owner of newly created lot s as proposed. If there are any amendments to the approved CSM, the applicant will be required to submit a new conditional use application reflecting those amendments. Variance Granted: A zero (0) foot paving setback to the proposed common property line shared by Lots 1 and 2. Motion carried.

2.5 Conditional Use application by Nemark to construct a new parking lot addition for their facility located at 4243 Gateway Drive (Parcel # 479034).

Motion by Alderperson John Belanger, seconded by Ryan Sazama to approve with the following conditions: Prior to construction, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, stormwater, DNR, etc. Applicant shall obtain all necessary licenses/permits and/or meet all requirements from the Wisconsin Department of Natural Resources (DNR) 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 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. The paving shall be completed by June 2, 2017. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. The landscape plan shall be installed by June 2, 2017. A sign permit shall be obtained prior to installing signage on the site. Any signage must be reviewed and approved by the City of Sheboygan Architectural Review Board as required by the protective covenants of the Sheboygan Business Park. 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 Gateway Drive and will take all appropriate actions to minimize the time period that the street 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. Applicant shall meet all of the requirements of the City of Sheboygan Business Center Protective Covenants. 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. Motion carried.

2.6 Conditional Use and variance application by Thomas Laiken to construct a new building addition at Hygienic Fabrics and Filters located at 527 N. 13 th Street.

Motion by Alderperson John Belanger, seconded by Marilyn Montemayor 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. Unused driveways shall be closed and 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 N.

13 th Street, Pennsylvania Avenue and Center 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). Applicant shall remove the weeds, dead plant, etc. and properly maintain all landscape areas around the facility and site (in particular the east sides of the building and yard). 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 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: To install one (1) handicap parking space. For a zero (0) foot paving setback. From the locational landscaping requirements. 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.

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