

CITY OF SHEBOYGAN

CITY PLAN COMMISSION

October 25, 2016 at 4: 00 PM

1. OPENING OF MEETING Members Present: Don Cvetan, Todd Wolf, Ryan Sazama, Alderperson John Belanger, Mayor Michael Vandersteen, and Marilyn Montemayor Members Excused: Jerry Jones Staff/Officials Present: Planning & Development Director Chad Pelishek, Steve Sokolowski, and Janet M Duellman

Chair Mayor Michael Vandersteen called the meeting to order.

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from September 27, 2016.

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

Motion carried.

2.2 Conditional Use and variance application by Colortech of Wisconsin to install new signage at St. Nicholas Surgery Center located at 3141 Saemann Avenue.

Motion by Todd Wolf, seconded by Don Cvetan 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. There shall be no spillover light onto adjacent properties or the streets. Maximum height of monument and directional signs is eight (8) feet tall. Directional signs shall be located on private property and shall not create any pedestrian/vehicular conflicts. Variances Granted: To install three (3) wall signs (maximum permitted wall signs is two). To install 23 sf directional signs (maximum square footage of directional signs is 9 sf). Motion carried. 5 - 0 - 1 abstained: Belanger

2.3 Conditional Use and variance application by Colortech of Wisconsin to

install new signage at St. Nicholas Dialysis Center located at 2920 Superior Avenue.

Motion by Alderperson John Belanger, seconded by Ryan Sazama 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. There shall be no spillover light onto adjacent properties or the streets. Maximum height of monument and directional signs is eight (8) feet tall. Directional signs shall be located on private property and shall not create any pedestrian/vehicular conflicts. Variance Granted: To install 23 sf directional signs (maximum square footage of directional signs is 9 sf). Motion carried.

2.4 Conditional Use and variance application by Colortech of Wisconsin to install new signage at St. Nicholas Hospital located at 3100 Superior Avenue.

Motion by Todd Wolf, seconded by Alderperson John Belanger 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. There shall be no spillover light onto adjacent properties or the streets. Maximum height of monument sign is 15.6 feet tall (top of sign to grade). Monument sign shall meet the minimum 12 foot setback to all property lines. Maximum height of directional signs is eight (8) feet tall. Directional signs shall be located on private property and shall not create any pedestrian/vehicular conflicts. Variance Granted: To install 15.6 foot high monument sign (maximum height of a monument sign is eight (8) feet tall). To install seven (7) wall signs (maximum permitted wall signs is two). To install 23 sf directional signs (maximum square footage of directional signs is 9 sf). Motion carried.

2.5 Conditional use and variance application by Alpine Insulation to construct a warehouse addition at 1941 Ashland Avenue.

Motion by Alderperson John Belanger, seconded by Don Cvetan 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, etc. An occupancy permit shall 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 and/or enclosed and constructed of like materials and colors of the facility (Cooler, HVAC equipment, satellite dishes, 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 signs. 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. Applicant shall grass/landscape the gravel driveway presently located at the southeast side the building/property prior to issuance of an occupancy permit. 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. 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.). Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). The applicant shall obtain City of Sheboygan Architectural Review Board approval prior to building permit issuance. Building permits shall be issued only at such time as the applicant can provide recorded documentation from Sheboygan County that the two (2) parcels have been combined into one (1) parcel as depicted on the approved site plan. 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 have a sideyard paving setback of zero (0) feet along the west and south property lines (minimum paving setback is 5 feet). To the locational landscaping requirements. Motion carried.

2.6 Conditional use application by Jane Davis-Wood to operate a demonstration kitchen at Relish Kitchen Store located at 813 N. 8 th Street.

Motion by Todd Wolf, 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, food, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary liquor license in order to serve alcohol. Applicant may serve alcohol if and only if all required liquor licenses are obtained. Dumpsters 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. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, 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. Proposed signage will be individual letter signs and shall meet the 8 th Street 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.

Staff may bring the proposed signage design back to the Plan Commission for review/approval. The proposed louver to be installed in the alley shall match/compliment the color of the cream city brick (color shall be either Shelburne or Herringbone). If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new

conditional use application reflecting those amendments.Motion carried.

2.7 Conditional use application by Brian Bernier to operate Time to Eat Organic Restaurant at 502 S. 8 th Street.

Motion by Alderperson John Belanger, seconded by Todd Wolf 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, food, alcohol, etc.An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary liquor license in order to serve alcohol.Applicant may serve alcohol if and only if all required liquor licenses are obtained. Dumpsters 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. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, 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.Proposed signage will be individual letter signs and shall meet the 8 th Street 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.

Staff may bring the proposed signage design back to the Plan Commission for review/approval. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.Motion carried.

2.8 Request from Hygienic Fabrics and Filters for an extension of the deadline to pave the gravel parking lot at their facility located at 527 N. 13 th Street.

Motion by Alderperson John Belanger, seconded by Todd Wolf 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. If using dumpsters, the 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, satellite dishes, 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 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. The parking lot shall be paved by October 1, 2017. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. Submittal and approval of a proposed landscape plan prior to building permit issuance for the parking lot. Submittal and approval of a proposed storm drainage plan prior to building permit issuance for the parking lot. 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. 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.). Applicant shall obtain the necessary sign permits prior to installation. 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). If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation. 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.

2.9 Request from Hmong Culture Service Center for an extension of the deadline to pave the rear gravel driveway at their facility located at 1236 Weeden Creek Road.

Motion by Alderperson John Belanger, seconded by Todd Wolf 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, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary liquor license in order to serve alcohol in the banquet hall area. Applicant may serve alcohol at the banquet hall if and only if all required liquor licenses are obtained/amended. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. Dumpster(s) 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. All ground level (rear of facility) and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.). All areas used for parking or maneuvering of vehicles shall be paved. Applicant/Owner shall submit a plan to the City of Sheboygan Department of City Development detailing how the proposed gravel driveway is to be improved. Applicant/owner shall pave the driveway by October 1, 2017. Submittal and approval of a proposed drainage plan. Applicant shall obtain the necessary conditional use/sign permits prior to installation. Applicant shall work with staff with regards to constructing a well-designed sign for the site that utilizes colors and materials similar to the building. Staff may bring the proposed signage design back to the Plan Commission for review/approval. Applicant shall remove all signage on the building referring to businesses that are no longer operating from the Sunnyside Mall site. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation. This conditional use permit is for HCSC use of the building only. If

HCSC proposes a new outdoor farmer s market, HCSC will be required to submit a new conditional use permit for that outdoor farmer s market proposal as well as meet all codes. Applicant is required to work with the Engineering and City Development regarding the access drives and landscaping on the west/S. 14 th Street side of the site (especially the driveway access point located at the southwest corner of the site - northeast corner of Weeden Creek Road and S. 14 th Street).The applicant shall submit a detailed plan that shows how the driveways and landscape area on the west side of the site will be blocked and screened in order to minimize HCSC traffic impact to S. 14 th Street and the adjacent residential neighborhood.Staff may bring the proposed plan/design back to the Plan Commission for review/approval. If there are any amendments to the approved floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.Motion carried.

3. ADJOURN

3.1 Motion to Adjourn

Motion by Todd Wolf to adjourn, seconded by Ryan Sazama.

Motion carried.

Being no further business the meeting was adjourned at 4: 45 p.m.

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