

CITY PLAN COMMISSION - 4: 00 PM (Tuesday, September 13, 2016)Generated by Janet Duellman on Thursday, September 15, 2016

1. OPENING OF MEETINGPresent: Alderperson John Belanger, Mayor Michael Vandersteen, Jerry Jones, Marilyn Montemayor, Ryan Sazama, Don Cvetan, and Todd WolfStaff:

Planning & Development Director Chad Pelishek, Public Works Director David Biebel,

Finance Director Nancy Buss, City Administrator Darrell Hofland,

Chief of Police Christopher Domagalski,

Library Director Garrett Erickson, Steve Sokolowski, and Janet M Duellman

1.1 Pledge of Allegiance

## 2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from August 23 and August 30 2016.Alderperson John Belanger moved to approve, Todd Wolf seconded.

Motion passed unanimously.

2.2 Conditional use and variance application by RLO Sign to install new Citgo Canopy signage at Mad Max Convenience Store located at 1003 S. 14 th Street.Alderperson John Belanger moved, Todd Wolf seconded 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. The Citgo Trimark logo may extend a maximum of six (6) inches above the canopy. Maximum square footage permitted for the Citgo sign and Trimark logo on the west elevation of the canopy is 28 sf.

Variance Granted: To have the Citgo Trimark Logo extend over the top of the roof of the canopy by six (6) inches To have a 28 sf sign located on the west side of the canopy

Motion passed unanimously.

2.3 Conditional Use Permit application by Chris Contreras to convert a single-family dwelling into a duplex at 1906 N. 12 th Street. Alderperson John Belanger moved, Todd Wolf seconded to approve with the following condition: Prior to construction/conversion, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, occupancy, address, etc.

Motion passed unanimously.

2.4 Conditional use application by Maltscoop Corporation to construct a new addition at the Duke of Devon located at 739 Riverfront Drive. Alderperson John Belanger moved, Jerry Jones seconded 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, fire, health, food, alcohol, occupancy, floodplain, etc. Submittal and approval of a proposed landscape plan prior to building permit issuance. Submittal/approval of a proposed storm drainage 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, 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 conditional use/sign permits prior to installation. 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. All signs will meet the Sheboygan Riverfront Shanty Area guidelines (wood with carved insert letters).

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 and/or site improvements shall cross the property line (buildings, deck, patio, sidewalks, retaining walls, signs, landscaping, etc.). 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, trees, Riverwalk, etc.). Applicant will provide adequate public access to the Sheboygan Riverfront Shanty Area (Riverwalk and parking lot facilities) and will take all appropriate actions to minimize the time period that these areas will be closed/affected. Applicant is responsible to insure that the proposed building is meeting all Federal, State and Local codes pertaining to the Sheboygan River Floodplain. Building permits shall be issued only at such time as the applicant submits all required information and verifies that all floodplain issues have been properly addressed (this may require engineering studies, surveys, grades, etc.). The applicant shall obtain City of Sheboygan Architectural Review Board approval prior to construction - addition shall meet the Sheboygan Riverfront Shanty Area Guidelines. If the ground lease needs to be amended to correct the legal description, the lease shall be amended prior to receiving an occupancy permit for the new addition. 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 passed unanimously.

2.5 Conditional use and variance application by Meals on Wheels to construct a greenhouse, accessory building and parking lot addition at 1004 S. Taylor Drive. Alderperson John Belanger moved, Todd Wolf seconded 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, fire, health, food, etc. Submittal and approval of a proposed landscape plan prior to building permit issuance. Submittal/approval of a proposed storm drainage 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. 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 to the adjacent business that share the common access road and will take all appropriate actions to minimize the time period that these areas will be closed/affected. The applicant shall obtain City of Sheboygan Architectural Review Board approval prior to construction. 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: Requesting a variance from the locational landscaping requirements

Motion passed unanimously.

2.6 Conditional Use, variance and Certified Survey Map application by Gorman & Company to repurpose the former Washington Elementary School into a 42 -Unit Apartment Building at 1238 Geele Avenue. Alderperson John Belanger moved, Todd Wolf seconded to approve 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, 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. Submittal/approval of a landscape plan prior to building permit issuance. Submittal/approval of a storm drainage 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. Fencing shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance. 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 and/or streets. 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. Applicant

shall obtain the necessary sign permits prior to installation. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet. Maximum square footage of 24 sf. Applicant shall be permitted to install individual letter signs only no cabinet signs are permitted. Applicant is responsible to work with all private and public utilities in order to provide the necessary 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.). The Conditional use permit is approved if and only if the City of Sheboygan Department of City Development and/or Planning Commission approve the Certified Survey Map (CSM) creating the Gorman and Company Washington School parcel. No building permits shall be issued until such time as the applicant can provide documentation to City staff that the CSM has been officially recorded and that Gorman and Company is the owner of the parcel. City Development staff will sign the proposed CSM if and only meets the City of Sheboygan Subdivision Ordinance and Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve any proposed exterior renovations. Applicant shall continue to permit the City of Sheboygan to operate its emergency service system from the building/property. 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. If it is determined that Gorman and Company does not own Lot # 1 by September 30, 2016, both the rezone and the conditional use permit will be considered null and void.

Variance granted: To have 25 dwelling units per acre. To have a minimum lot area of 1,722 sf per unit (1.7 acres) To have 72 parking spaces To have a zero (0) foot paving setback along the alley on the east side of the facility and from the north property line along the adjacent athletic field and playground (for both proposed Lots 1 and 2). To have a landscape surface ratio of 21 % To have a rear building setback of 15 feet minimum rear yard building setback is 20 feet To allow the SASD to maintain two (2) accessory structures on newly created Lot 2 parcel without a primary structure

Motion passed unanimously.

2.7 Site Plan Application by Cargill Inc. to construct a new warehouse building addition at 704 S. River Street. Todd Wolf moved, Alderperson John Belanger seconded to approve with 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, etc. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Outdoor storage of materials, products or equipment shall be prohibited. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant is responsible to insure that the proposed building is meeting all Federal, State and Local codes pertaining to the Sheboygan River Floodplain. Building permits shall be issued only at such time as the applicant submits all required information and verifies that all floodplain issues have been properly addressed (this may require engineering studies, surveys, grades, etc.).

Motion passed unanimously.

2.9 RO 90 - 16 - 17 authorizing the acceptance of 1106, 1110, & 1114 N. 10 th for the purposes of the razing the property for new private investment as part of the Neighborhood Revitalization Strategy activities. Alderperson John Belanger moved to approve, Jerry Jones seconded.

Motion passed unanimously.

2.8 GO 16 - 16 - 17 and RO 101 - 16 - 17 amending the City's Zoning Map to change the Use District Classification of property located at 1123 N. 29 th Street from Class SO Suburban Office to Class MR Mixed Residential Classification. Alderperson John Belanger moved to approve, Todd Wolf seconded. Motion passed unanimously.

2.10 Resolution 81 - 16 - 17 by Ald. Bohren approving the Capital Improvements Program recommended by the Capital Improvements Commission, for the program period of 2017 - 2021 and adopting the program for implementation. Marilyn Montemayor moved to approve borrowing \$6.3 million, Todd Wolf seconded to motion.

As part of the discussion, Alderperson John Belanger stated that he cannot support this resolution.

That it is misrepresenting the true amount to be borrowed.

The true amount is  
10.4 million including the city hall renovations.

He further stated that it is a 240 % increase in borrowing and just because you can borrow this much doesn't mean you should.

Alderperson John Belanger moved to make an amendment to the previous motion to only borrow \$3.5 million along with 80 % of city hall renovations and the rest of city hall renovations to be paid with reserves.

No second.

Motion failed.

Original motion passed 6 - 1: Belanger

3. ADJOURN

3.1 Motion to Adjourn Jerry Jones moved to adjourn, Ryan Sazama seconded.

Motion passed unanimously Being no further business the meeting adjourned at 4:37 p.m.