

CITY PLAN COMMISSION - 4 PM (Tuesday, September 15, 2015) Generated by Janet Duellman on Tuesday, September 15, 2015

1. OPENING OF MEETING Present: Jerry Jones, Ald. John Belanger, Ryan Sazama, Todd Wolf, Don Cvetan, and Marilyn Montemayor Excused: Mayor Vandersteen  
Staff: 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 25, 2015. Ald. John Belanger moved to approve, Todd Wolf seconded. Motion passed unanimously.

2.2 Conditional Use and variance application by Sheboygan Area Credit Union to install new signage at 1707 Indiana Avenue. Todd Wolf moved, Ald. John Belanger seconded to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Sign shall meet minimum 21 foot setback from the face of the curb to Indiana Avenue (closest edge of sign to the face of the curb).

It is the responsibility of the applicant to insure the sign meets the required setback. Sign shall meet minimum 22 foot setback from the face of the curb to S. 17 th Street (closest edge of sign to the face of the curb).

It is the responsibility of the applicant to insure the sign meets the required setback. Maximum height of sign is eight (8) feet tall (top of sign to grade). 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. Applicant shall remove existing four sided

pylon sign (applicant intends on keeping the pole because it serves as a light fixture for the parking lot). All areas used for parking/maneuvering of vehicles shall be paved prior to occupancy. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.

If using chain link fencing, the applicant shall install Privacy Decorative

Slatting (PDS) material in order to effectively screen and enclose the dumpster.

Applicant may store dumpsters in their garage building.

Dumpster enclosure must be completed by June 1, 2016. Variance Granted:  
Applicant is requesting to install a monument sign with a 21 foot setback to Indiana Avenue and with a 22 foot setback to S. 17 th Street - Minimum permitted sign setback is 24 feet from the face of the curb.  
Motion passed unanimously.

2.3 Conditional Use, variance and Certified Survey Map application by SACO Polymers to construct a new office building at 2924 S. 31 st Street (Parcel # 423850). Ald. 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, hazardous materials, health, water, sewer, storm drainage, 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 and approval of a proposed landscape plan prior to building permit issuance.

Applicant will submit a landscape plan that addresses all four (4) landscaping requirements (except for approved landscape locational variance). Submittal and approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility. All equipment, materials, and scrap shall be stored inside the building. 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. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain the necessary conditional use/sign permits prior to installation. All areas used for parking/maneuvering of vehicles shall be paved prior to occupancy. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications. Applicant shall create agreements including but not limited to shared parking, access, utilities, etc. between all the new parcels created by the CSM. No pallet and/or outdoor storage will be permitted in this newly constructed central office facility/Lot 1 parking lot (parking area shared by all three facilities and lots). Applicant will provide adequate public access along Crocker Avenue, S. 31 st Street and S. 32 nd Street and will take all appropriate actions to minimize the time period that these streets will be closed/affected. 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. City Development staff will sign the proposed CSM only if the proposed CSM exactly matches the approved site plan/property layout.

If there are any amendments to the approved site plan and/or parcel configuration, the applicant will have to submit an amended conditional use permit for review by the City of Sheboygan Plan Commission that accurately reflects any and all changes. Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance and addresses all issues including but not limited to creation of all utility easements, storm drainage easements, access and parking easements, etc. No building permits shall be issued until such time as the applicant can provide documentation to City staff that the CSM has been recorded by Sheboygan County and the three (3) new lots have officially been created as proposed. Applicant shall meet all of the requirements of the Sheboygan Industrial Park # 1 Protective Covenants. 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 - Applicant shall meet the four (4) locational landscaping requirements. Applicant is requesting a zero (0) foot paving setback for the new interior access road off of S. 31 st Street that leads to the new parking lot between proposed Lots 1 and 2 (the new office building and plant 2) minimum five (5) foot paving setback required. Applicant is requesting a zero (0) foot paving setback for the existing interior access road off of Crocker Avenue that leads to the new parking lot between proposed Lots 1 and 3 (the new office building and Plant 1) minimum five (5) foot paving setback required. Motion passed unanimously.

2.4 Conditional Use and variance application by Becknell Industrial to construct a new industrial facility at 4036 Weeden Creek Road (Parcel # 479087). Ald. 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, health, water, sewer, storm drainage, demolition, State of Wisconsin DNR, 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 and approval of a proposed landscape plan prior to building permit issuance.

Applicant will submit a landscape plan that addresses all four (4) landscaping requirements (except for approved landscape locational variance). Submittal and approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.

If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen and enclose the dumpster. 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 (mechanical

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. The uses shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain all necessary sign permits prior to installing the sign(s). 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. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications. Applicant will provide adequate public access along Weeden Creek Road and will take all appropriate actions to minimize the time period that these streets 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. 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.). Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. 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 private property (no storage on public rights-of-way).

Building permits shall be issued only at such time as the applicant can provide official documentation that Becknell Industries owns all property as depicted on the approved site plan. Building permits shall be issued only at such time as the applicant can provide officially recorded documentation from Sheboygan County that the two (2) lots have been combined into one (1) lot as depicted on the approved site plan. Building permits shall be issued only at such time as the applicant has obtained official documentation from the Wisconsin Department of Natural Resources indicating that all DNR issues have been appropriately addressed/resolved (wetland disturbance permits, etc.). Applicant shall obtain all necessary razing permits for all structures to be demolished.

Once structures have been demolished, the applicant will maintain the site(s) in a clean and dust free condition. 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 - Applicant shall meet the four (4) locational landscaping requirements. Motion passed unanimously.

2.5 RO 129 - 15 - 16 submitting a request from Chad Pelishek, Director of Planning and Development, of Reciprocal Easement Agreement between the U.S. Bank National Association and the City of Sheboygan. Ald. John Belanger moved to approve, Todd Wolf seconded. Motion passed unanimously.

2.6 RO 128 - 15 - 16 and GO 24 - 15 - 16 submitting a communication from HSA Bank; Division of Webster Bank, requesting an encroachment permitting a new monument sign to be located in the City of Sheboygan N. 7 th St. right-of-way (encroaching on portion of City of Sheboygan right-of-way located in the east/west alley of 605 N. 8 th St. for the purpose of installing and maintaining a sign). Ald. John Belanger moved to approve the encroachment, Don Cvetan seconded. Motion passed unanimously.

2.7 RO 72 - 15 - 16 by Ald. Thiel approving the Capital Improvements Program recommended by the Capital Improvements Commission, for the program period of 2016 and adopting the program for implementation. Ald. John Belanger moved to approve, Todd Wolf seconded. Motion passed unanimously.

2.8 GO 18 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located north of Weeden Creek Road and west of I- 43. Ald. John Belanger moved to approve zoning designation to SI (Suburban Industrial), Todd Wolf seconded. Motion passed unanimously.

2.9 GO 19 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located west of S. Business Drive. Items

2.9,  
2.10,  
2.11,  
2.12, and  
2.13 were discussed together.

2.10 GO 20 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located west of S. Business Drive. Items

2.9,  
2.10,  
2.11,  
2.12, and  
2.13 were discussed together.

2.11 GO 21 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located west of S. Business Drive. Items

2.9,  
2.10,  
2.11,  
2.12, and  
2.13 were discussed together.

2.12 GO 22 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located west of S.

Business Drive. Items

2.9,  
2.10,  
2.11,  
2.12, and  
2.13 were discussed together.

2.13 GO 23 - 15 - 16 by Ald. Belanger amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to establish the Use District Classification of recently annexed property located west of S. Business Drive. Ald. John Belanger moved to approve items

2.9,  
2.10,  
2.11,  
2.12, and  
2.13, Don Cvetan seconded. Motion passed unanimously.

2.14 RO 127 - 15 - 16 by the City Clerk submitting a communication from the State of Wisconsin Dept. of Natural Resources regarding a Notice of Proposed Solid Waste Disposal Facility Proposed Twin Oaks (Kohler Co.) Landfill Expansion. Ald. John Belanger moved to accept and file, Todd Wolf seconded. Motion passed unanimously.

3. ADJOURN

3.1 Motion to Adjourn Ald. John Belanger moved to adjourn, Don Cvetan seconded.

Motion passed unanimously. Being no further business meeting adjourned at 4:33 pm.