

CITY PLAN COMMISSION MINUTES - 4 PM (Tuesday, August 11, 2015) Generated by Janet Duellman on Tuesday, August 11, 2015

1. OPENING OF MEETING Present: Marilyn Montemayor, Jerry Jones, Ald. John Belanger, Ryan Sazama, and Mayor Michael Vandersteen Excused: Todd Wolf  
Absent: Don Cvetan Staff: Chad Pelishek, Steve Sokolowski, Jim Amodeo, David Biebel, and Janet M Duellman

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from July 28, 2015. Ald. John Belanger moved to approve, Jerry Jones seconded.

Motion passed unanimously.

2.2 Conditional Use and variance application by A. Chappa Holdings to construct new loading docks and for Gardner Denver Thomas to occupy/operate from the existing industrial building 1536 N. 18 th Street (former American Orthodontics property/facility). Held over from July 28, 2015 Ald. John Belanger moved, Marilyn Montemayor seconded 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 for all uses/tenants in the facility including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, storm drainage, demolition, 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 shall also landscape the area where the accessory building is to be demolished (southwest corner of the site). Applicant shall remove the weeds, dead plant, etc. along the perimeter of the parking lot and will properly maintain the parking lot landscape islands.

Submittal and approval of a proposed storm drainage plan prior to building permit issuance. If a dumpster is to be used, the 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 dumpsters. 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. The uses shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. All areas used for parking/maneuvering of vehicles shall be paved.

Applicant shall pave the area used for parking and maneuvering 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. 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, street, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.). Applicant will provide adequate public access along N. 18 th and N. 19 th Streets 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. Applicant shall obtain sign permits prior to the installation of any new signage at the site. 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. If applicant leases space to additional tenants, the tenants will obtain all necessary land use and building approvals/permits prior to occupancy. 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 plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Variance Granted: Applicant is requesting a variance from the locational landscaping requirements - Applicant shall meet the locational landscaping requirements. Motion passed unanimously.

2.3 Conditional Use Permit application by TLC Homes, Inc. to operate an adult day center service program from the multi-tenant facility located at 708 Erie Avenue. Held over from July 28, 2015 Ald. John Belanger moved, Jerry Jones seconded to approve with the following conditions: Prior to operation/occupancy of the daycare, the applicant shall obtain an occupancy permit as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, State of Wisconsin certification, 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.

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 obtain the necessary sign permits prior to installation. If applicant leases space to additional tenants, the tenants will obtain all necessary land use and building approvals/permits prior to occupancy. 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 passed unanimously.

2.4 Conditional Use and variance application by Kwik Trip to construct a new building addition at their convenience store located at 2622 S. Business Drive. Applicant has requested to hold this item until the next meeting Ald. John Belanger moved to hold until next meeting, Jerry Jones seconded. Motion passed unanimously.

2.7 Site Plan Application by Wisconsin Public Service Corporation to add dock doors and paving to an existing accessory building at their facility located at 933 S. Wildwood Avenue. Ald. John Belanger moved, Ryan Sazama seconded 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, storm drainage, hazardous materials, etc. Submittal and approval of a proposed landscape plan prior to building permit issuance.

Submittal and approval of a proposed storm drainage plan prior to building permit issuance. If a dumpster is to be used, the 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 Slatted (PDS) material in order to effectively screen and enclose the dumpsters. 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. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. All areas used for parking/maneuvering of vehicles shall be paved.

All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. If there are any amendments to the approved 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 Aurora Health Care to construct and operate a new Ambulatory Surgery Center and Medical Office Building on property located at 3306 Saemann Avenue (Field of Dreams property). Ald. John Belanger moved, Marilyn Montemayor 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, demolition, storm drainage, 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 and bufferyard requirements (except for approved landscape locational variance). Submittal and approval of a proposed storm drainage plan prior to building permit issuance. Utility Service Court area and 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 (mechanical equipment, satellite dishes, utility service court, 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. 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. Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). Applicant shall obtain the necessary conditional use/sign permits prior to installation. Applicant shall meet all vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance. 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. 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 Aurora property (no storage on public rights-of-way). Applicant will provide adequate public access along Geele Avenue, Saemann Avenue, Taylor Drive, N. 34 th Street, N. 35 th Street, and N. 36 th Street and will take all appropriate actions to minimize the time period that these streets will be closed/affected. Applicant is responsible for constructing all required public infrastructure improvements to properly service the site prior to occupancy (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, street lights, street signs, 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. Applicant is responsible for all costs associated with the

construction/installation of all required public infrastructure improvements for the project. Applicant is responsible for reviewing the intersections of Geele and N. Taylor Drive and Saemann and N. Taylor Drive to determine if any additional traffic improvements will be required.

Applicant shall work with the City Engineering Department to make this determination. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. 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 take all appropriate actions to minimize the time period that adjacent properties are impacted by the Aurora development (utilities, streets, etc.). The applicant shall submit plans to the City of Sheboygan Architectural Review Board for review.

Building permits shall be issued only at such time as the Architectural Review Board has approved the proposed architectural plans. Building permits shall be issued only at such time as the applicant can provide official documentation that Aurora Health Care owns the property. 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 resolved (wetland disturbance permits, stewardship grant issues, etc.). 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. Applicant will need to submit an electronic copy of all updated and approved plans.

Conditional use permit is valid until October 11, 2016 - Applicant shall obtain a building permit by October 11, 2016. Variance Granted:

Applicant is requesting a variance from the locational landscaping bufferyard requirements - Applicant shall meet the locational landscaping requirements. Applicant is requesting a variance to be permitted a one (1) year and 60 day period of time to obtain their building permit to start construction of the proposed project. An applicant must initiate construction 365 days after a conditional use permit has been granted. Motion passed unanimously.

2.6 Conditional Use and variance application by Sheboygan Area School District to construct and operate the new Field of Dreams on parcel # 631481 (property located directly east of the existing Field of Dreams along Taylor Drive). Ald. John Belanger moved, Ryan Sazama 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, 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 and bufferyard requirements (except for approved landscape locational variance). Applicant shall meet Section 15.5206 (3)(b)(2)(a), Active Outdoor Public Recreation, which states facilities using night lighting and adjoining a residentially zoned property shall install and continually maintain a bufferyard with a minimum opacity of

Said bufferyard shall be located at the property line adjacent to said residentially zoned property (except for approved landscape locational variance).

If the staff has concerns about the proposed landscaping, the plan can be brought back to the Plan Commission for review. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. 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. 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 (except for approved variance).

All field lighting shall be shut off by no later than 11: 00 pm. The uses shall meet all zoning requirements including but not limited to noise, lighting, vibration, etc. 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. Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). Applicant shall meet Section 15.5206 (3)(b)(2)(b), Active Outdoor Public Recreation, which states all structures and active recreational areas shall be located a minimum of 50 feet from any residentially zoned property. Applicant shall obtain the necessary conditional use/sign permits prior to installation. Fence shall be installed per Section 15.720 of the City of Sheboygan Zoning Ordinance (except for approved height variance). Maximum height of fence is six (6) feet high (peak of fence to grade). Fence shall be located on the SASD property and shall meet the minimum one (1) foot setback to all front/street property lines.

Applicant is responsible for knowing where their lot lines are. Applicant shall install black vinyl coated fence along Taylor Drive frontage. Applicant shall meet all vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance. 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 Sheboygan School District property (no storage on public rights-of-way). Applicant will provide adequate public access along Geele Avenue, Saemann Avenue, Taylor Drive, N. Kay Drive, N. 29 th and N. 30 th Streets and will take all appropriate actions to minimize the time period that these streets will be closed/affected. Applicant is responsible for constructing all required public infrastructure improvements to properly service the site prior to occupancy (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement,

utilities, retaining walls, street trees, street lights, street signs, 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. Applicant is responsible for all costs associated with the construction/installation of all required public infrastructure improvements for the project. New access driveway cut

shall be a minimum of 34 feet at the curb line (flares). Applicant is responsible for reviewing the intersections of Geele and N. Taylor Drive and Saemann and N. Taylor Drive to determine if any additional traffic improvements will be required.

Applicant shall work with the City Engineering Department to make this determination. Applicant is responsible for the installation of sidewalk along the property to standard City specifications (Taylor, Saemann and Geele).

Applicant shall install the sidewalk along Saemann to N. 29 th Street.

There shall be no sidewalk gaps in this area. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. 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 take all appropriate actions to minimize the time period that adjacent properties are impacted by the Field of Dreams development (utilities, streets, etc.). The applicant shall submit plans to the City of Sheboygan Architectural Review Board for review.

Building permits shall be issued only at such time as the Architectural Review Board has approved the proposed architectural plans. 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 resolved (wetland disturbance permits, stewardship grant issues, etc.). 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. Applicant will need to submit an electronic copy of all updated and approved plans.

Variance Granted: The applicant is requesting a variance to install a six (6) foot high chain link fence in a front/street yard the maximum height of a fence is four (4) feet when located within a required front yard or required street yard and the fence within a street yard shall be a maximum of 50 % opaque. Applicant is requesting a variance from the locational landscaping bufferyard requirements - Applicant shall meet the locational landscaping requirements. To be permitted to exceed .50 footcandles along a property line - In no instance shall the amount of illumination attributable to exterior lighting, as measured at the property line, exceed 0.50 footcandles above ambient lighting conditions on a cloudless night. Motion passed unanimously.

2.8 RO 76 - 15 - 16 & GO 11 - 15 - 16 a petition for direct annexation by unanimous approval for Wagner Excavating Properties LLC by Gregg Wagner. Jerry Jones moved to approve, Ald. John Belanger seconded. Motion passed

unanimously.

3. ADJOURN

3.1 Motion to Adjourn Jerry Jones moved to adjourn, Ald. John Belanger seconded.

Motion passed unanimously. Being no further business the meeting was adjourned at 5: 37 pm.