

CITY PLAN COMMISSION MINUTES - 4 PM (Tuesday, July 14, 2015) Generated by Janet Duellman on Wednesday, July 15, 2015

1. OPENING OF MEETING Present:

Todd Wolf, Ryan Sazama, Mayor Michael Vandersteen, Jerry Jones, Ald. John Belanger Excused:

Marilyn Montemayor Absent: Don Cvetan Staff:

Atty Charles Adams, Jim Amodeo, Nancy Buss, Steve Sokolowski, Janet M Duellman and Chad Pelishek

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from June 23, 2015. Ald. John Belanger moved to approve, Ryan Sazama seconded.

Motion passed unanimously.

2.2 Public Hearing regarding the proposed project plan amendment to Tax Increment District No 6 and creation of Tax Increment District No. 16 No one wished to speak on this item.

2.3 Conditional Use and variance application by Creative Sign Company, Inc. to install new Boost signage at the Mad Max Convenience Store located at 1003 S. 14 th Street (Citgo Service Station). Ald. John Belanger moved, Todd Wolf seconded to approve with the following conditions: Applicant shall obtain the necessary sign permit prior to installation. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.

No sign shall be located above the top horizontal plane of the roof. The temporary Boost Mobile banner shall be removed prior to issuance of the sign permit. Variance Granted: The applicant is requesting a variance to locate signs on the mansard roof - No sign shall be mounted on a roof. Motion passed unanimously.

2.4 Conditional Use application by Sue Becker to operate Golden Glitters Day Grooming from the multi-tenant facility located at 1914 Calumet Drive (former Mark s Fine Foods). Ald. John Belanger moved, Jerry Jones seconded 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, etc.

An occupancy permit will be granted only at such time as the applicant has met

all requirements. Applicant is not permitted to pet sit or kennel. 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. Applicant/owner shall remove all signage pertaining to the previous Mark s Finer Foods use by August 28, 2015. 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.

2.5 Conditional Use application by Dan Wilson to operate New Life Health Food and Christian Book Store from the multi-tenant facility located at 642 - 644 S. Pier Drive. Ald. John Belanger moved, Todd Wolf seconded 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, 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.

All signs, shall meet the S. Pier 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.

Signage will be wood and will not be illuminated.

Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage.

Staff may bring the proposed signage design back to the Plan Commission for review/approval

If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.

Any alteration to the building shall meet the South Pier Design Guidelines. 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. 2.6 Conditional Use application by Josh Lammers and Mike Testroete to operate L&T Auto Sales from 2029 N. 15 th Street. Ald. John Belanger moved, Ryan Sazama seconded 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, hazardous materials, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. If auto repair is being performed, a licensed heating contractor must certify that ventilation requirements are met. If using dumpsters, the dumpster(s) shall be screened/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 (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 and/or streets. All vehicles shall be displayed on the paved parking area only and shall be located on the private property (vehicles may not be parked on the City sidewalk/public right-of-way). Applicant shall obtain the necessary sign permits prior to installation. Applicant/owner shall remove all signage pertaining to the previous Katt s Tire and Auto Services by August 28, 2015 (wall sign, pylon sign, awning signs, etc.). The applicant shall paint the weathered pylon sign support structure and cabinets by August 28, 2015. Applicant may sell vehicles from the site only at such time as they have obtained the required State of Wisconsin Dealership license allowing them to sell vehicles. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. If the applicant is remodeling the exterior of the building, the applicant shall obtain City of Sheboygan Architectural Review Board approval prior to remodel construction. 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. Motion passed unanimously.

2.7 Conditional Use application by Ruben Torres Jr. to operate the Brew Hub Tavern from 1015 S. 10 th Street Todd Wolf moved, Ald. John Belanger seconded 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, health, food, alcohol, occupancy, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant may only serve alcohol on the outdoor patio if and only if all required liquor licenses, sidewalk caf, permits, etc. are obtained. If using dumpsters, the dumpster(s) shall be screened/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.

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 obtain the necessary sign permits prior to installation. Applicant shall remove graffiti on the northwest corner of the north wall of the building by August 28, 2015. 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.

2.8 Site Plan application by Sheboygan County to construct a new shelter at Taylor Park located at 3110 Erie Avenue. Jerry Jones moved, Ryan Sazama seconded 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, occupancy, etc. Submittal and approval of a proposed storm drainage plan prior to building permit issuance 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 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.

2.9 Site Plan Application by the Sheboygan Area Recreation Department to convert the existing tennis court into a parking lot at Kuehne Court Playground (Parcel # 705930). Todd Wolf moved, Ald. John Belanger seconded to approve with the following conditions: Obtain all required building and or driveway cut permits for project. Applicant will provide adequate public access along Kuehne Court, N. 12 th Street and N. 13 th 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 and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.). Motion passed unanimously.

2.10 Request from Rey Santana for an extension of the deadline to pave the rear parking lot of Santana s Place located at 1019 Erie Avenue. Ald. John Belanger moved, Todd Wolf 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, 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 new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.).

There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity of a light source in order to promote traffic safety and to prevent the creation of nuisances. 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 Slatting (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.). 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. 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/parking area is to be improved and shall obtain all necessary permits and approvals prior to paving (permits, storm drainage, etc.).

Applicant/owner shall pave the driveway by July 1, 2016.

All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping by no later than July 1, 2016. Applicant shall paint the rear/south building elevation by November 28, 2014. 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 any amendments to the approved plan, the applicant will be required to submit a new application reflecting those amendments. Motion passed unanimously.

2.11 RES 47 - 15 - 16 authorizing executing Underground Electric Easement to WP&L Company with regard to the 700 block of New York Ave. Jerry Jones moved to approve, Ald. John Belanger seconded. Motion passed unanimously.

2.12 RES 48 - 15 - 16 authorizing executing an Underground Electric Easement to WP&L Company with regard to a former alley off of S. 9 th St. Ryan Sazama moved to hold until the July 28, 2015 Plan Commission Meeting, Jerry Jones seconded. Motion passed unanimously.

2.13 Consideration of Resolution approving a project plan amendment for Tax Increment District No 6 and creation of Tax Increment District No 16, City of Sheboygan, Wisconsin. Ald. John Belanger moved to approve the resolution for project plan amendment for TID # 6, Jerry Jones seconded. Motion passed unanimously.

Ald. John Belanger moved to approve the resolution for the creation of TID # 16, Jerry Jones seconded. Motion passed unanimously.

3. ADJOURN

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

Motion passed unanimously. Being no further business the meeting was adjourned at 5: 03 pm.