

CITY PLAN COMMISSION - 4 PM (Tuesday, May 26, 2015) Generated by Janet Duellman on Wednesday, May 27, 2015

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

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from May 12, 2015. Ald. John Belanger moved to approve, Todd Wolf seconded. Motion passed unanimously.
2.2 Conditional Use and variance application by Boost Mobile to install new signage at 1403 Union Avenue. Applicant requested a holdover to the next meeting due to a medical emergency. Jerry Jones moved to hold until the June 9, 2015 meeting, Ald. John Belanger seconded. Motion passed unanimously.
2.3 Conditional Use and variance application by Sheboygan School District to install a new monument sign with an electronic message center at Elementary School for the Arts and Academics located at 3508 N. 21 st Street.

Ald. John Belanger moved, Todd Wolf seconded to approve with the following conditions: Applicant shall obtain all necessary sign permits prior to installation. 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.

There shall be no spillover light onto adjacent properties or the streets. The sign shall meet the minimum 12 foot setback from the property line (closest edge of sign to property line).

It is the responsibility of the applicant to insure the sign meets the required setback. Maximum height of sign is 8 feet (top of sign to grade).

Variance granted: Applicant is requesting a 26 sf sign - Maximum permitted sign area in a residential zone is 24 sf.

Motion passed unanimously.

2.4 Conditional Use Permit application by Ben DeVore to operate a firearm restoration/repair business from his home located at 4458 Idlewild Lane.

Ald. John Belanger moved, Todd Wolf seconded to approve with the following conditions: Applicant will meet all home occupation criteria listed in Section 15.206 (8)(s). No stock in trade shall be displayed or sold on the premises (specifically guns or ammunition).

No retail sales permitted. The use of the dwelling unit for a home occupation shall in no way be incompatible with the character of nearby residential areas and in no instance shall a home occupation create a nuisance for neighboring properties. The applicant shall obtain a Federal Firearms License from the United States Department of Justice Bureau Alcohol, Tobacco, Firearms and Explosives (ATF).

If the applicant does not obtain a firearms license from the ATF, this conditional use permit is null and void. The City of Sheboygan is approving the applicant to file his ATF application as a dealer only (see section 11 of the Federal Firearms License application Type 01 only). Applicant shall store guns/ammunition in locked gun safes. The City of Sheboygan has the right of entry during the stated hours of operation to insure compliance per City of Sheboygan Ordinances and with this approval. If any issues arise from the gun repair shop, the City may again review the conditional use permit. If the applicant moves from the present location the conditional use permit will discontinue immediately. Motion passed unanimously.

2.5 Conditional Use Permit by US Bank to reconstruct the existing parking lot at 605 N. 8 th Street.

Todd Wolf moved, Ald. John Belanger 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, storm drainage, etc. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. Outdoor storage of materials or equipment shall be prohibited. 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. 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 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.). Applicant will provide adequate public access along Center Avenue and N. 7 th Street and will take all appropriate actions to minimize the time period that these sidewalks/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 a cross access agreement with the City of Sheboygan Redevelopment Authority/City of Sheboygan in order to utilize the City parking lot for ingress/egress to their parking lot.

If there are any amendments to the approved conditional use permit and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion passed unanimously.

2.6 Conditional Use Permit and variance by Rick Minster to construct a new storage building, parking lot and other site improvements at Rick s Auto Doctor s located at 1401 and 1409 Michigan Avenue.

Ald. Belanger moved to hold until the June 9, 2015 meeting , Marilyn Montemayor seconded.

Motion passed unanimously.

2.7 Conditional Use, variance and Certified Survey Map (CSM) application by Mau and Associates to construct new Fox Croft Apartments on Parcel# 431075 (vacant, undeveloped property south of existing Villas at Union Square apartment complex located at 2128 Meadowland Drive). Todd Wolf moved, Jerry Jones seconded to approve with the following conditions: Prior to issuing a 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, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. Submittal and approval of a landscape plan prior to building permit issuance.

Landscape plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.

Dumpster enclosure shall be completed prior to issuance of an occupancy permit for the first apartment building to be occupied. 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.). 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.

There shall be no spillover light onto adjacent properties or the 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 conditional use/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. Absolutely no portion of

the new building and other site improvements shall cross the property line including but not limited to balconies, decks, foundation, walls, gutters, eaves, roof, signs, landscaping, etc.). Applicant is responsible for working with all private and public utilities in order to adequately service this apartment complex development proposal (applicant will need 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, etc.). City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Water Utility, including but not limited to: Applicant shall only obtain their water supply from a Public Water Main. Applicant shall obtain and record an easement for the private water main across other private property for operation and maintenance of said private water main. Applicant shall submit the preliminary Utility Design Plan to the Sheboygan Water Utility for review and comment prior to submitting to the Wisconsin Department of Commerce. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, 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 two parcels as proposed.

No building permits shall be issued until such time as the applicant can show City staff that the CSM has been officially recorded by Sheboygan County. City Development staff will sign the proposed CSM only if the proposed CSM exactly matches the approved apartment s 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 vacation of utility easements, creation of new utility easements, access and parking easements, etc. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all structures including the apartment buildings, the garages, the clubhouse, 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. Variances granted: The applicant is requesting a variance to create a lot without the required 60 feet of street frontage. The applicant is requesting a zero (0) foot paving setback - Minimum paving setback is three (3) feet to the property line. Motion passed unanimously.

3. ADJOURN

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

Motion passed unanimously. Being no further business the meeting was adjourned at 5: 27 pm.

