

CITY PLAN COMMISSION Minutes - 4 PM (Tuesday, January 27, 2015) Generated by Janet Duellman on Tuesday, January 27, 2015

1. OPENING OF MEETING Present: Jerry Jones, Ald. John Belanger, Jose Araujo, and Marilyn Montemayor Excused: Mayor Mike Vandersteen and Ryan Sazama  
Absent: Don Cvetan Staff:

Steve Sokolowski and Janet Duellman

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from January 13, 2015. Ald. John Belanger moved to approve, Marilyn Montemayor seconded.

Motion passed unanimously.

2.2 Conditional Use application by David Burkart to install signage and to operate Advisor Net Property and Casualty at 1121 N. 7 th Street. Ald. John Belanger moved,

Jose Araujo 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. Dumpster 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 (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. Maximum height of sign is

eight (8) feet tall (top of sign to grade). The sign shall meet the

minimum setback of 12 feet from the property line, or 24 feet from the face of the curb whichever is shorter (closest edge of sign to sidewalk).

Applicant responsible to verify sign meets the required setback. If the applicant intends on installing any site improvements in the future (parking, driveway cuts, etc.), the applicant shall obtain all necessary approvals/permits (conditional use permit, storm drainage permit, driveway permit, etc.). 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 applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy. 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.

2.3 Conditional Use and variance application by AC Signs to install new signage at Pier 17 located at 539 Riverfront Drive. Jose Araujo moved, Ald. John Belanger 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. Dumpster 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 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.). Motion passed unanimously.

### 3. ADJOURN

3.1 Motion to Adjourn Jose Araujo moved to adjourn, Ald. John Belanger seconded.

Motion passed unanimously. Being no further business, meeting was adjourned at 4: 18 pm.