

CITY OF SHEBOYGAN

CITY PLAN COMMISSION

Tuesday, October 26, 2021

1. OPENING OF MEETINGMEMBERS PRESENT: Mayor Sorenson, Marilyn Montemayor,  
David Hoffman,

Alderperson Mitchell, and John MotiskaMEMBERS EXCUSED:

Jerry Jones and

Ryan SazamaSTAFF/OFFICIALS PRESENT:

Planning & Development Director Chad Pelishek and Manager of Planning & Zoning  
Steve Sokolowski

1.1 Call to Order

Chair Mayor Sorenson called the meeting to order.

1.2 Pledge of Allegiance

The Pledge of Allegiance was recited.

1.3 Introduction of committee members and staff.

Introductions were made.

1.4 Identify potential conflict of interest.

No committee member had a conflict of interest.

2. MINUTES

Minutes:

2.1 Approval of the Plan Commission minutes from October 12, 2021.

Motion by Dave Hoffman, second by Alderperson Trey Mitchell

to approve. Motion carried.

### 3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Application for Conditional Use and Sign Permit with exceptions by Ranieri's Four of a Kind and Sheboygan Pasty Company to install new signage at 811 Indiana Avenue.

Motion by Marilyn Montemayor, second by Alderperson

Trey Mitchell

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. Proposed and future signage at this site will be individual letter signs (no flat panel or interior lit cabinet signs).

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. Staff may bring the proposed signage design back to the Plan Commission for review/approval. Sheboygan Pasty Co. temporary banners on the north and east sides of main tavern building on Indiana Avenue shall be immediately removed at such time as any of the permanent signs are to be installed. Applicant will obtain the required sign permit for any proposed temporary sign permits in the future. Prior to sign permit issuance, the applicant shall remove all temporary small signs within the City of Sheboygan public street right of-ways advertising Sheboygan Pasty Company throughout the City of Sheboygan. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Exception granted: To have

three (3) wall signs Motion carried.

3.2 Application for Conditional Use and Sign Permit with exceptions by Johnsonville Sausage to install new signage at 3402 Crocker Avenue.

Motion by Marilyn Montemayor, second by Dave Hoffman 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. Directional signs shall be located on private property and shall not create any pedestrian/vehicular conflicts. Exceptions granted: To install 17.3 sf directional signs Motion carried.

3.3 Application for Conditional Use and Sign Permit with exceptions by Morgan Stanley to install new signage at 2124 Kohler Memorial Drive.

Motion by Marilyn Montemayor, second by Alderperson Try Mitchell to approve with the following conditions: Applicant shall obtain the necessary sign permits prior to installation. Backdrop for individual letter sign shall match the color of the brick. 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. Any additional signage for this facility will be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (exception, sign permits, etc.). Prior to sign permit issuance, applicant shall remove temporary sign in front of the monument sign facing Kohler Memorial Drive advertising James Calmes and Sons, Inc. Exceptions granted: To have three (3) wall signs Motion carried.

3.4 Application for Conditional Use with exceptions by Michael Reinbold to construct a new cremation retort addition to Reinbold-Novak Funeral Home located at 1535 S. 12 th Street.

Motion by Marilyn Montemayor, second by Dave Hoffman 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, health, State of Wisconsin, Federal, 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. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire department, etc.). The facility shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. and shall not create any nuisances. If the retort is causing any nuisances in this neighborhood, this conditional use permit can again be reviewed by the City of Sheboygan Plan Commission Submittal/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). Landscaping shall be installed prior to issuance of an occupancy permit. If dumpsters are to be used, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility and shall be completed prior to issuance of an occupancy permit. Outdoor storage of materials, products or equipment shall be prohibited. Any fencing/retaining wall shall be installed per Section 15.720 (3)(c) of the City of Sheboygan Zoning Ordinance. Applicant shall work

with staff with regards to constructing appropriate and well-designed fence/retaining wall and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.). 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 spillover light onto adjacent properties or the streets (except those areas granted an exception). Proposed and future signage at this site will be individual letter signs (no flat panel or interior lit cabinet signs).

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. Staff may bring the proposed signage design back to the Plan Commission for review/approval. 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. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, 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 (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, grading, etc.). Applicant will provide adequate public access along all streets and sidewalks and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development (utilities, streets, etc.). Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way). City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Water Utility. 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. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary). 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) reconfiguring lot lines and/or creating the parcels as proposed. Building permits shall be issued only at such time as the applicant can provide documentation that the lots have been combined into one (1) parcel which has been officially recorded by Sheboygan County. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use application reflecting those amendments. Exceptions granted: To have 27 parking stalls From the locational landscaping requirements Motion carried.

4. NEXT MEETING

November 9, 2021

5. ADJOURN

5.1 Motion to Adjourn

Motion by Alderperson Trey Mitchell, second by John Motiska to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4: 15 p.m.