

CITY OF SHEBOYGAN

CITY PLAN COMMISSION

Tuesday, October 12, 2021

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

Jerry Jones, Ryan Sazama

(remote), and John MotiskaMEMBERS EXCUSED:

Alderperson Mitchell and

Marilyn MontemayorSTAFF/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 September 28, 2021.

Motion by Jerry Jones, second by Dave Hoffman to approve. Motion carried.

## 3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Application for Conditional Use with exceptions by HTT, Inc. to construct a new addition at their facility located at 1828 Oakland Avenue.

Motion by Jerry Jones, 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, health, storm drainage, 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/police departments, etc.). The facility shall meet all zoning ordinance requirements including but not limited to noise, smells, vibration, hazardous materials, etc. 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. Landscaping shall be installed prior to occupancy. If using dumpsters, 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 (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. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs no cabinet or flat panel signs. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. All areas used for parking/maneuvering of vehicles shall be paved 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 new ingress/egress driveway openings shall be improved to standard City specifications. All existing access drives that are no longer used shall be removed and all unused driveways shall be closed and improved to standard City specifications. 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). 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). 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. 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. Nothing shall be located on the City Union Avenue public right-of-way. It is up to the applicant to ensure that all of the construction takes place on their private property and not in the City right-of-way. 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 a zero (0) foot building setback to the front/street yard. From the locational and bufferyard landscaping requirements Motion carried.

3.2 Application for Precise Implementation Plan by South Pier Family Investments, LLC, to construct the 2 nd Phase of SP Riverfront Condominiums located in the S. Pier District along S. Pier Drive (between Phase 1 Condos and the fish cleaning station).

Motion by Jerry Jones, second by

John Motiska

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, floodplain, 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. Applicant is responsible to ensure that the proposed buildings are meeting all Federal, State and Local codes pertaining to the Sheboygan River Floodplain. 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. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Dumpster shall be completed prior to issuance of an occupancy permit. 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, 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. Applicant shall install signage meeting the South Pier Design Guidelines and shall work with staff with regards to appropriate signage. Applicant will be required to submit the final design package in order to be incorporated into the approved PIP. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage.

If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Wall signage will be individual letter signs (no flat panel or interior lit cabinet signs). 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. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications. Applicant shall install sidewalk and all public improvements along S. Pier Drive and/or fish cleaning station to standard City specifications. Applicant will provide adequate public access along all streets, sidewalks and riverfront promenade and will take all appropriate actions to minimize the time period

that adjacent properties and streets/sidewalks are impacted by the SP Riverfront Condominiums 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). Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.

Nothing will be located on the City Sheboygan public right-of-way unless the required encroachments are obtained (stairs on riverside). 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.). If necessary, the applicant shall be required to obtain the necessary encroachment to utilize the riverfront promenade public right-of-way and/or the 35 foot utility easement for building, landscaping, etc. Applicant shall work with City Development and Engineering staff to determine the exact locations of these improvements. No building and/or sign permits shall be issued for any of the structures that will utilize the riverfront promenade public right-of-way and/or the 35 foot utility easement until such time as the encroachment has been obtained. Applicant is responsible for working with all private and public utilities in order to adequately service this condo development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary). 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 shall not negatively impact soils, deadmen tie backs of the seawall, etc. Prior to building permit issuance, the applicant shall submit the necessary

documentation to the City of Sheboygan Redevelopment Authority to amend the ground lease to incorporate the property at the northeast corner of the site into the condo property (remove jog and straighten out these property line). Prior to building permit issuance, the applicant shall submit the necessary documentation to the City of Sheboygan Redevelopment Authority to request to have a five (5) foot No Build easement for the section of building that bumps out on the north side of the building adjacent to the City fish cleaning station property. The applicant is responsible for all of the documentation, construction and costs involved in relocating the utilities as necessary for Phase

2. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the

SP Riverfront Condominiums. If applicant has not obtained building permits for Phase 2 within a one (1) year after PIP approval, the applicant will assign the remaining property back to the City of Sheboygan Redevelopment Authority (area east of the center line of the City public utility easement). If the applicant does not proceed with Phase 2, the applicant shall grade and landscape/grass all private and public lands/property, temporary roads, temporary access drives, etc. 60 days after the City is notified that the applicant is not proceeding with Phase

2. Within this same 60 day period, the applicant shall also be required to remove any permanent/temporary off-premise signage, structures, etc. from this parcel. If there are any amendments to the approved PIP (including but not limited to site plan, architectural design, etc.) the applicant will have to submit an amended PIP for review by the Plan Commission that accurately reflects any and all proposed changes. Exceptions granted: To have a building height of

61.3 feet (elevator shaft 61.3 feet and roofline 47 feet) To have a zero (0) foot rear building setback To have a total of 69 parking stall (both phases) Motion carried

3.3 Application for Conditional Use Permit with exceptions by CR Structures to construct a new addition to the Tidy Store facility and service station located at 810 N. 14 th Street.

Motion by Jerry Jones, second by Ryan Sazama to deny the request based on: The applicant has provided very basic site plan information (buildings, setbacks, parking, outdoor storage, etc.). Applicant did not request, address and justify the exceptions required for the project (rear yard setback, parking, landscaping/bufferyard requirements, etc.). The

property has been and remains cluttered and unsightly on this very visible and highly traveled N. 14 th Street corridor which is redeveloping very nicely. Pipe bollards with temporary cigarette signage throughout the site, temporary signage by the pylon sign, temporary cigarette signs on the window, garbage cans, non-functioning vending machines, ice-cooler, product displays, newspaper dispenser, log rack, propane tanks, non-functioning air-dispenser, overgrown and unmaintained landscaping, etc. None of these items are being shown in the new drawings. Will there be more outdoor items with this new addition? There was no explanation and/or site plan detailing how these items are to be addressed. Motion carried

4. NEXT MEETING

October 26, 2021

5. ADJOURN

5.1 Motion to Adjourn

Motion by Jerry Jones, second by

John Motiska

to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4: 42 p.m.