

CITY OF SHEBOYGAN

CITY PLAN COMMISSION - 4: 00 PM

Tuesday, April 13, 2021

1. OPENING OF MEETING MEMBERS PRESENT: Mayor Vandersteen, Alderperson Jim Bohren, Ryan Sazama, David Hoffman, Marilyn Montemayor, and Don Cvetan MEMBERS EXCUSED:

Jerry Jones STAFF/OFFICIALS PRESENT:

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

1.1 Call to Order

Chair Mayor Vandersteen 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 March 23, 2021.

Motion by Alderperson Jim Bohren, second by Dave Hoffman

to approve. Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Application for Conditional Use and Sign Permit with exceptions by Sheboygan Area School District to install new signage at North High School located at 2926 N. 10 th Street.

Motion by Ryan Sazama, second by Don Cvetan to approve with the following on conditions: Applicant shall obtain the necessary sign permits prior to installation. Exceptions granted: To install a 596 sf windows sign. To have more wall signage than what is permitted. Motion carried.

3.2 Application for Conditional Use and Sign Permit with exceptions by American Orthodontics to install new signage at 3524 Washington Avenue.

Motion by Alderperson Jim Bohren, second by Dave Hoffman to approve with the following conditions: Banner(s) shall be properly maintained. This approval is for the sign project as presented. If applicant proposes to install any future banners, the applicant will be required to obtain the necessary permits to do so (conditional/variance and sign permit). Exceptions granted: To install 16 sets of 12.5 sf banners (32 temporary advertising banners totaling 400 sf). To install temporary advertising banners for more than 30 days throughout the year(s). Motion carried.

3.3 Application for Conditional Use with exceptions by Lewis Holbrook to construct a new 2 nd floor apartment at 635 Riverfront Drive.

Motion by

Marilyn Montemayor, second by Ryan Sazama to approve with the following conditions: Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. If using dumpsters, 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 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, etc.). All 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 will provide adequate public access to the Sheboygan Riverfront Shanty Area (Riverwalk and parking lot facilities) and will take all appropriate actions to minimize the time

period that these areas 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. 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. unless an encroachment is obtained permitting use of public right-of-way. 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, Riverwalk, etc.) Applicant shall obtain the necessary sign permits prior to installation. 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. All signs will meet the Sheboygan Riverfront Shanty Area guidelines (wood with carved insert letters). The building shall meet the Sheboygan Riverfront Shanty Area Guidelines. If there are to be any exterior renovations to the facility, the applicant will be required to obtain Architectural Review Board approval prior to receiving a building permit for such renovation. The colors and materials are to complement/match the existing building. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses and/or phases may require conditional use permits, building/mechanical permits, occupancy permits, etc.). If operating as a short term rental, the applicant will be required to file the proper room tax paper work with the City of Sheboygan. If there are any amendments to the site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

3.4 Res. No. 193 - 20 - 21 by Alderperson Bohren receiving the City of Sheboygan Affordable Housing Market Study prepared by MSA Professional Services, Inc. and encouraging staff to take action to implement the findings, strategies, and recommendations of the Study.

Motion by Alderperson Jim Bohren, second by Dave Hoffman to recommend approval. Motion carried.

4. NEXT MEETING

April 27, 2021

5. ADJOURN

5.1 Motion to Adjourn

Motion by Dave Hoffman, second by Ryan Sazama to adjourn. Motion carried.

Being no further business the meeting was adjourned at 4: 40 p.m.