

CITY OF SHEBOYGAN

CITY PLAN COMMISSION - 4: 00 PM

Tuesday, February 23, 2021

1. OPENING OF MEETINGMEMBERS PRESENT: Mayor Vandersteen, Alderperson Jim Bohren

(remote), Ryan Sazama, Jerry Jones (remote), Marilyn Montemayor (remote), David Hoffman and Don CvetanSTAFF/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 February 9, 2021.

Motion by Ryan Sazama, 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 Visit Sheboygan to install a new electronic readerboard monument sign at 826 S. 8 th Street.

Motion by Ryan Sazama, second by Don Cvetan to approve with the following conditions: Applicant shall obtain the 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.

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. The sign shall meet the minimum 17 foot setback to the street right-of-way.

It is the applicant s responsibility to insure the sign meets the required setbacks. The maximum height of the sign shall be eight (8) feet tall (top of sign to grade). Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Any future wall signage will be individual letter signs (no flat panel or interior lit cabinet signs).

If there are any amendments to the approved sign or location, the applicant will be required to submit a new conditional use application reflecting those amendments.Exception granted:

To have a sign setback of 17 feet from the S. 8 th Street right-of-way. Motion carried.

3.2 Application for Conditional Use with exceptions by Francisco Lira to operate 2 Amigos Restaurant at 2002 Martin Avenue.

Motion by Marilyn Montemayor, second by Dave Hoffman 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, food,

alcohol, etc.

An occupancy permit will be granted only at such time as the applicant has met all requirements. Applicant shall obtain the necessary liquor license in order to serve alcohol.

Applicant may serve alcohol if and only if all required liquor licenses are obtained. Dumpsters and/or grease receptacles 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.

Dumpsters shall be screened and enclosed 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/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.). All kitchen exhaust shall vent through the roof. 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.

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. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).

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 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. Motion carried.

3.3 Application for Conditional Use with exceptions by Aurora Health Care to remodel and operate Aurora Behavioral Health Center from 1221 N. 26 th Street.

Motion by Alderperson Jim Bohren, second by Ryan Sazama 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, water, sewer, storm drainage, health, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal and approval of a proposed landscape plan prior to building permit issuance. Landscaping shall be

installed prior to issuance of an occupancy permit. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. 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.). Applicant shall work with staff with regards to constructing well-designed mechanical screening for the site that utilizes colors and materials similar to the building. Staff may bring the proposed mechanical screening design back to the Plan Commission for review/approval. 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 and 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 sign permits prior to installation. Proposed signage 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. 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. 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. 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/or closed ingress/egress driveway openings, curb, gutter, sidewalk, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.). Applicant will provide adequate public access along streets and sidewalks and will take all appropriate actions to minimize the time period that these sidewalks/streets will be closed/affected. The domed roof structure shall be completely repainted by July 30, 2021. If there are any architectural changes to the plans submitted to the Plan Commission for review, the City of Sheboygan Architectural Review Board shall review/approve the such building design changes. 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 carried.

3.4 Application for Conditional Use Permit with exceptions by Parker Johns to construct new deck addition at 705 Riverfront Drive.

Motion by Don Cvetan, second by Ryan Sazama to approve with the following conditions: Prior to construction and operation, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, occupancy, floodplain, DNR, etc. Applicant shall obtain the necessary liquor license in order to serve alcohol in the new outdoor area (extension of premises). Applicant may serve alcohol in the outdoor patio if and only if all required liquor licenses are obtained/amended. Submittal and approval of a proposed landscape plan prior to building permit issuance. Submittal and approval of a proposed storm drainage plan prior to building permit issuance. 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 (Cooler, 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 conditional use/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). 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 line (deck, structures, patio, sidewalks, retaining walls, foundations, landscaping, signs, 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, Riverwalk, etc.). 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. Applicant is responsible to ensure that the proposed structure is meeting all Federal, State and Local codes pertaining to the Sheboygan River Floodplain (applicant shall verify that all floodplain issues have been properly addressed and this may require engineering studies, surveys, grades, etc.). The building shall meet the Sheboygan Riverfront Shanty Area Guidelines. 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 and/or site plan (including but not limited to site plan, architectural design, use, etc.), the applicant will have to submit a new conditional use and/or site plan application reflecting those amendments back to the Plan Commission for their review and approval. Exceptions granted: To have a zero (0) foot setback to the rear property line. From the locational landscaping requirements. Motion carried.

3.5 Application for Conditional Use Permit with exceptions by Old World Creamery to construct new building additions and two silos at 1606 Erie Avenue.

Motion by Marilyn Montemayor, second by Dave Hoffman 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, water, sewer, health, food, State of Wisconsin, hazardous materials, 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 will meet all zoning 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 issuance of an occupancy permit. If using dumpsters, the 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. There shall be no spillover

light onto adjacent properties or the streets. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall install individual letter signs no cabinet or flat panel 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. 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.). Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). 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 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.). All Semi-trucks shall use designated truck routes in the City of Sheboygan. Applicant shall be required to obtain the required approval for future tank installations (conditional use permits, building permits, etc.) 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 use and/or site plan, the applicant will be required to submit a new site plan and/or conditional use application reflecting those amendments. Exceptions granted: To match the existing Erie Avenue building setback (new salt shed infill addition shall not be any closer to the property line than existing building). To construct two (2) 54.6 foot high tanks From the locational landscaping requirements. Exception denied: Total number of landscape points shall be installed as required. Motion carried.

3.6 Application for Conditional Use Permit with exceptions by Johnsonville Sausage to construct new building additions at 3402 Crocker Avenue.

Motion by Ryan Sazama, second by Don Cvetan 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, water, sewer, health, food, State of Wisconsin, hazardous materials, 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 will meet all zoning 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 issuance of an occupancy permit. If using dumpsters, the 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. 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.). If staff has any concerns with such mechanical proposals now or in the future, staff may bring these concerns back to the Plan Commission and/or Architectural Review Board for their consideration and approval. 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. Applicant shall work with staff with regards to appropriate signage. 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. Applicant shall install individual letter signs no cabinet or flat panel signs. 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. 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. 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.). Absolutely no portion of the new building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.). 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 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.). All Semi-trucks shall use designated truck routes in the City of Sheboygan. Applicant shall be required to obtain the required permits and approvals for future structures including but not limited to buildings, rooftop mechanicals, tanks, etc. (conditional use permits, building and mechanical permits, etc.). 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 use and/or site plan, the applicant will be required to submit a new site plan and/or conditional use application reflecting those amendments. Exceptions granted: From the locational landscaping requirements. Motion carried.

3.7 R.O. No. 138 - 20 - 21 Res. No. 167 - 20 - 21 by Alderperson Bohren approving the final plat for Stonebrook Crossing Addition No. 2 to replat the previous interior lot lines in the Boulder Place cul-de-sac.

Motion by Ryan Sazama, second by Don Cvetan to approve with the following conditions: The applicant shall obtain all subdivision approval from appropriate agencies including but not limited to City, County, State of Wisconsin, DNR, etc. Applicant shall submit final plats that meet the City of Sheboygan Subdivision Ordinance. Motion carried.

3.8 Res. No. 166 - 20 - 21 by Alderperson Bohren pursuant to the extraterritorial plat approval jurisdiction of the City of Sheboygan approving

the final plat of Koopelmann Estates subdivision in the Town of Sheboygan, the preliminary plat being approved by the City Plan Commission on December 15, 2020.

Motion by Alderperson Jim Bohren, second by Jerry Jones to recommend approval. Motion carried.

3.9 R.O. 139 - 20 - 21 G.O. 32 - 20 - 21 by Alderperson Donohue amending the City of Sheboygan Official Zoning Map of the City of Sheboygan Zoning Ordinance to change the Use Classification of property located on the Northwest corner of South 10 th Street and Illinois Avenue (Formerly 935 Illinois Avenue - Parcel # 59281505800) from Class Urban Industrial (UI) to Class Central Commercial (CC) Classification.

Motion by Dave Hoffman, second by Ryan Sazama to recommend approval. Motion carried.

3.10 R. O. 140 - 20 - 21 and G.O. 33 - 20 - 21 by Alderperson Donohue amending the City of Sheboygan Official Zoning Map of the City of Sheboygan Zoning Ordinance to change the Use Classification of property located off of South 10 th Street (Formerly 1011 South 10 th Street - Parcel # 59281505810) from Class Urban Industrial (UI) to Class Central Commercial (CC) Classification.

Motion by Dave Hoffman, second by Ryan Sazama to recommend approval. Motion carried.

3.11 R.O. 141 - 20 - 21 and G.O. 34 - 20 - 21 by Alderperson Donohue amending the City of Sheboygan Official Zoning Map of the City of Sheboygan Zoning Ordinance to change the Use Classification of property located off of South 10 th Street (Formerly 1015 South 10 th Street - Parcel # 59281505820) from Class Urban Industrial (UI) to Class Central Commercial (CC) Classification.

Motion by Dave Hoffman, second by Ryan Sazama to recommend approval. Motion carried.

3.12 R.O. 142 - 20 - 21 G.O. 35 - 20 - 21 by Alderperson Donohue amending the City of Sheboygan Official Zoning Map of the City of Sheboygan Zoning Ordinance to change the Use Classification of property located off of South 10 th Street (Parcel # 59281505930) from Class Urban Industrial (UI) to Class Central Commercial (CC) Classification.

Motion by Dave Hoffman, second by Ryan Sazama to recommend approval. Motion carried.

4. NEXT MEETING

March 9, 2021

5. ADJOURN

5.1 Motion to Adjourn

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

Being no further business the meeting adjourned at 4: 45 p.m.