

CITY OF SHEBOYGAN

PLAN COMMISSION

November 10, 2020

1. OPENING OF MEETINGMEMBERS PRESENT: Jerry Jones, Dave Hoffman and Ryan SazamaMEMBERS PRESENT BY PHONE: Mayor Michael Vandersteen, Alderperson Jim Bohren and Marilyn Montemayor

MEMBERS EXCUSED: Don CvetanSTAFF/OFFICIALS PRESENT: Planning & Development Director Chad Pelishek (phone) and Manager of Planning & Zoning Steve Sokolowski

1.1 Call to order.

Chair Mayor Vandersteen was present by phone and asked Vice Chair Jerry Jones, who was present in the Council Chambers of City Hall, to run the meeting.

Vice Chair Jones 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

2.1 Approval of the Plan Commission minutes from October 27, 2020.

Motion by Ryan Sazama, second by Mayor Vandersteen to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use and variance application by Marshall Sign, LLC to install a new electronic readerboard on the existing Etude Group School monument sign located at 3508 N. 21 st Street.

Motion by Alderperson Jim Bohren, second by Marilyn Montemayor to approve with the following conditions:

Applicant shall obtain the necessary sign permits prior to installation. Maximum height of sign is eight (8) feet (top of sign to grade). Sign shall meet the minimum the minimum 12 foot setback to all property lines (closest edge of sign to property line). Applicant is responsible to insure the sign meets the required setbacks. 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 1707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets. Sign messages and/or location shall not create any pedestrian/vehicular conflicts. Any temporary banners at the school or recreation facilities shall be removed. Variance granted: To install a 30 sf sign. Motion carried.

3.2 Transpo Mini-Storage Time Extension to construct new mini-storage buildings at the existing Transpo Mini-Storage facility located at 1210 S. 10 th Street.

Motion by Mayor Vandersteen, second by Marilyn Montemayor to approve time extension request until June 4, 2021 subject to the original conditions of approval and variances:

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, health, water, sewer, storm drainage, 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.). Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. The project will not cause drainage problems in the alley. Submittal and approval of a landscape plan prior to building permit issuance. Landscape plan shall include a legend that shows how the four (4) landscape criteria are being met. Landscaping shall be installed prior to

issuance of an occupancy permit. In addition to the landscape plan, applicant will work with staff with regards to installation of street trees along the properties street frontages (number, type, location, etc.). The street trees will be provided on the landscape plan. The street trees are in addition to the required development landscape plan points (not counted as landscape plan points). 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 Slatting (PDS) material in order to effectively screen and enclose the dumpster. Outdoor storage of materials, products or equipment shall be prohibited. Any fencing shall be installed per Section

15.720 (3)(c) of the City Zoning Ordinance. Applicant is required to submit specific fence details to staff for review/approval. If staff has any concerns with the fence 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. There shall be no spillover light onto adjacent streets and/or properties. Applicant shall obtain the necessary sign permits prior to installation. If staff has any concerns with any proposed sign design, the matter may be brought back to the Plan Commission for their consideration Applicant shall be permitted to 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 or 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 (curb, gutter, sidewalk, green boulevard, etc. to match existing). 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 street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, 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 adjacent streets and minimize the time period that these sidewalks/streets will be closed/affected. 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). 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. City Development staff will sign the proposed CSM only if the proposal exactly matches the approved development plan/property layout. If there are any amendments to the approved site plan and/or parcel configuration, the applicant will have to submit an amended conditional use permit for review by the City of Sheboygan Plan Commission that accurately reflects any and all changes. Prior to building permit issuance, the applicant is responsible for providing all shared agreements/easements between the subject property and adjoining properties including but not limited to ingress/egress, parking, stormwater facilities, utilities, etc. This easement document shall be officially recorded by Sheboygan County. Prior to building

permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Variance granted: To have a 10 foot building setback to the north property line. To have a 10 foot building setback to the east property line. To have a five (5) foot building setback to the south property line. To create a parcel with no street access. To have a zero (0) foot paving setback. From the locational and bufferyard landscaping requirements. The conditional use permit is null and void if a building permit is not obtained by June 4, 2021.

Motion carried.

3.3 R.O. 94 - 20 - 21 G.O. 22 - 20 - 21 by Alderperson Phillips amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Land Use Classification of property located at 1125 N. 13 th Street from Class Employment to Class Community Mixed Use Classification.

Motion by Alderperson Bohren, second by Dave Hoffman to recommend the Common Council approve the proposed amendment to the City of Sheboygan Comprehensive Plan Future Land Use Maps from Employment to Community Mixed Use for this property.

Motion carried.

3.4 R. O. 94 - 20 - 21 and G.O. 23 - 20 - 21 by Alderperson Phillips amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located at 1125 N. 13 th Street from Class Urban Industrial (UI) to Class Urban Commercial (UC) Classification.

Motion by Dave Hoffman, second by Ryan Sazama to recommend the Common Council approve the proposed rezone to the City of Sheboygan Zoning Map from Urban Industrial (UI) to Urban Commercial (UC) for this property.

Motion carried.

4. NEXT MEETING

November 24, 2020

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 adjourned at 4: 15 p.m.