

CITY OF SHEBOYGAN

PLAN COMMISSION

August 25, 2020

1. OPENING OF MEETING MEMBERS PRESENT: Mayor Michael Vandersteen, Dave Hoffman, Marilyn Montemayor, Don Cvetan and Ryan Sazama MEMBERS PRESENT BY PHONE: Alderperson Jim Bohren and 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

2.1 Approval of the Plan Commission minutes from August 11, 2020.

Motion by Marilyn Montemayor, second by Ryan Sazama to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Conditional Use and variance application by Spirit Halloween to temporarily operate at 518 S. Taylor Drive (former Shopko facility).

Motion by Marilyn Montemayor, second by Don Cvetan to approve with the following conditions:

Prior to occupancy permit issuance, applicant shall meet all codes requirements and shall obtain all permits/licenses, etc. to operate including but not limited to building, mechanical, fire, health, vendors, etc. No temporary signage and/or fluttering, undulating, swinging, rotting, or otherwise moving signs, pennants, banners or other decorations shall be permitted on the building and/or the site (except for the temporary banner that is approved). No portion of the operation shall take place upon the City of Sheboygan public right-of-way or on adjacent properties operation shall remain on the private property. This conditional use permit is for Spirit Halloween only. No other temporary use may operate from this facility/site. This use permit is not transferable and any future proposal would be required to obtain a conditional use permit to operate from this property. Applicant shall adequately monitor/regulate and maintain this property. In no instance shall the use create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.). Applicant shall be completely removed from site by Friday, November 13, 2020 (interior/exterior use, signage, etc.). If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments. Variances granted: To operate the temporary Spirit Halloween for approximately 70 days from the site. To install a 32 sf temporary banner for approximately 70 days from the site Motion carried.

3.2 Conditional Use application by Caesar Crump to operate U-Haul from Community Auto Sales lot located at 1648 Calumet 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, hazardous materials, health, water, sewer, storm drainage, etc. 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 and/or streets. 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 not be able to have string lights, pennants, inflatables, or other various types of temporary signage. Applicant shall adequately monitor/regulate and maintain the outdoor display area. In no instance shall the outdoor display areas create a nuisance for neighboring businesses (parking, garbage, sidewalk etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit. Display of materials, products and/or equipment shall not interfere in any manner with either on-site or off-site traffic visibility, including potential traffic/traffic and traffic/pedestrian conflicts. Inoperative vehicles or equipment, or other items typically stored or displayed in a junkyard or salvage yard, shall not be displayed for this land use. The applicant may not store any unlicensed or inoperable vehicles on the property and may not do any type of auto repair outside the building. The proposal shall not negatively impact the overall parking requirements for the Community Auto Sales or U-Haul use. There will be parking enough parking onsite for all customers and employees. 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. All Community Auto Sales and U-Haul rentals shall be located on the private property (paved parking lot) and shall not be located on any City streets, public right-of-ways, landscape areas, etc. Total number of Community Auto Sales and U-Haul vehicles and equipment permitted on site is 50. If the applicant is remodeling the exterior of the building, the applicant shall obtain City of Sheboygan Architectural Review Board approval prior to remodel construction. If there are any amendments to the approved conditional use/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments. Motion carried.

3.3 Conditional Use and variance application by the Rightway Club to construct a new building addition and remodel the existing facility at 4627 S. 12 th Street.

Motion by Alderperson Jim Bohren, 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, 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. It is the applicant responsibility to insure all construction takes place outside of the areas designated wetlands. Applicant may only impact areas designated as wetlands if and only if they have written documentation (license, permit, etc.) from the DNR permitting them to do so. Applicant shall obtain all necessary razing permits for all structures to be

demolished.

Once structures have been

demolished,

the applicant will maintain the site(s) in a clean and dust free condition.

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, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Dumpster enclosure shall be completed prior to issuance of an occupancy permit for the first apartment building to be occupied. Outdoor storage of materials, products or equipment shall be prohibited. The pavilion may not be used as a storage structure. 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. The applicant may not enclose the pavilion with walls this is an open air structure with a roof (no walls). 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 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. Sign shall be located outside of the 15 foot vision triangle. All areas used for parking/maneuvering of vehicles shall be paved. All areas that are not required to be paved shall be 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. 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. Applicant is responsible for working with all private and public utilities in order to adequately service this apartment complex development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary). 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. If the applicant obtains additional property from Sheboygan County as discussed, such property will be incorporated into the main Rightway Club parcel (shall be one parcel).Variances granted: To have a side yard building setback of 9.1 feet (north side of the lot) From the locational landscaping requirements.Motion carried.

3.4 R.O. 53 - 20 - 21 and G.O. 16 - 20 - 21 by Alderperson Sorenson amending

the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Land Use Classification of property located on the Northwest corner of Broadway and S. Business Drive (portion of Parcel # 59281513391) from Class Multi-Family Residential to Class Community Mixed Use Classification.

Motion by Marilyn Montemayor, second by Don Cvetan to recommend the Common Council approve the proposed amendment to the City of Sheboygan Comprehensive Plan Future Land Use Maps from Multi-Family Residential to Community Mixed Use for this property.

Motion carried.

3.5 R.O. 53 - 20 - 21 and G.O. 17 - 20 - 21 by Alderperson Sorenson amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located on the Northwest corner of Broadway and S. Business Drive (portion of Parcel # 59281513391) from Class Urban Residential (UR- 12) to Class Urban Commercial (UC) Classification.

Motion by Ryan Sazama, second by Don Cvetan to recommend the Common Council approve the proposed rezone to the City of Sheboygan Zoning Map from Urban Residential (UR- 12) to Urban Commercial (UC) for this property.

Motion carried.

3.6 Res. No. 72 - 20 - 21 by Alderperson Bohren authorizing the appropriate City officials to execute a Public Access Easement Agreement between Wild Leisle Real Estate Holdings, LLC, Visit Sheboygan, Inc., and the City of Sheboygan, regarding public and pedestrian access across property located near 826 South 8 th Street, Sheboygan, Wisconsin.

Motion by Alderperson Jim Bohren, second by Dave Hoffman to recommend the Common Council adopt Res. No. 72 - 20 - 21 authorizing the appropriate City officials to execute a Public Access Easement Agreement between Wild Leisle Real Estate Holdings, LLC, Visit Sheboygan, Inc. and the City of Sheboygan, regarding public and private access across property located near 826 South 8 th

Street, Sheboygan, Wisconsin.

Motion carried

4. NEXT MEETING

September 15, 2020

5. ADJOURN

5.1 Motion to Adjourn

Motion by Jerry Jones, second by Ryan Sazama

to adjourn. Motion carried.

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