

CITY OF SHEBOYGAN

PLAN COMMISSION

July 14, 2020

1. OPENING OF MEETING MEMBERS PRESENT: Mayor Michael Vandersteen, Dave Hoffman, Don Cvetan and Ryan Sazama MEMBERS PRESENT BY PHONE: Alderperson Jim Bohren MEMBERS EXCUSED: Jerry Jones and Marilyn Montemayor STAFF/OFFICIALS PRESENT: Director of Planning and Development Chad Pelishek and Manager of Planning and 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 June 9, 2020.

Motion by Dave Hoffman, second by Don Cvetan to approve.

Motion carried.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

3.1 Site Plan application by ACE Building Service to construct a new building addition at Torginol located at 4617 S. Taylor Drive.

Motion by Ryan Sazama, 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, hazardous materials, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. Submittal/approval of a proposed landscape plan prior to building permit issuance. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Dumpsters shall be screened and 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. 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. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc. Applicant shall obtain all necessary permits for the storage of hazardous chemicals (applicant shall be in contact with building inspection, fire department, etc.). A sign permit shall be obtained prior to installing signage on the site. Signage must be reviewed and approved by the City of Sheboygan Architectural Review Board as required by the protective covenants of the Sheboygan Business Park. Applicant shall to install individual letter signs no cabinet or flat panel signs. 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 old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.). Applicant will provide adequate public access along public streets and will take all appropriate actions to minimize the time period that these 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). Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures including but not limited to addition, deck, etc. Applicant shall meet all Sheboygan Business Park Protective Covenants. 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. Motion carried.

3.2 Review amended site plan of previously approved Conditional Use and

variance application by Rogers Behavioral Health to construct and operate a six (6) unit Community Based Residential Facility (CBRF) and an Independent Out-Patient Meeting Building from the vacant and undeveloped property located at 1108 S. Wildwood Avenue (Parcel # 59281215710 located south of Aldi s between Taylor Drive and S. Wildwood Avenue).

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/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, water, sewer, storm drainage, health, 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 facility uses meet all Federal, State and Local codes and licensing requirements. Submittal/approval of a proposed storm drainage plan prior to building permit issuance. Submittal/approval of a landscape plan prior to building permit issuance. The proposed landscape and bufferyard 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 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. 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 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. 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 areas used for parking or maneuvering of vehicles shall be paved. Applicant shall meet the minimum required 10 foot setback from the property line for the new parking lot to be constructed along Taylor Drive (10 front/street yard and 5 feet from side and rear). All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping. If either future building is not under construction within one (1) year of approval, the applicant will be required to landscape (grass) this future development footprint area prior to issuance of an occupancy permit for the first building to receive occupancy. 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. Applicant shall install curb on the south driveway leading to the

residential CBRF facility. Site plan shall be updated showing curb prior to building permit issuance. 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.). Applicant will work with the Engineering Department regarding construction of the required improvements to access the new Rogers facility from S. Wildwood Avenue. Applicant is proposing to construct improvements within a City stormwater easement (driveways, parking, etc.). Applicant understands the City rights to access and maintain this storm water facility as necessary. City is not responsible for repairing any improvements damaged as a result of accessing, maintaining, repairing, replacing, etc. this stormwater facility. 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 public streets and will take all appropriate actions to minimize the time period that these 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). 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. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures including but not limited to main building, accessory structures, etc. Any future development proposals will require the applicant to obtain all necessary land use and building approvals prior to permit issuance (conditional use permit, architectural review, building/mechanical/occupancy permits, etc.). 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.Variance granted:

From the locational landscaping requirements.Motion carried.

4. NEXT MEETING

July 28, 2020

5. ADJOURN

5.1 Motion to Adjourn

Motion by Ryan Sazama, second by Don Cvetan

to adjourn. Motion carried.

Being no further business the meeting adjourned at 4: 20 p.m.