

**\*\*\*ATTACHMENTS\*\*\***

PARCEL NO. 318 781  
MAP NO. \_\_\_\_\_  
ZONING CLASSIFICATION: NC

Office Use Only

APPLICATION/FILE NO. \_\_\_\_\_  
REVIEW DATE: 4/28/19

FILING FEE: \$250.00 (Payable to City of Sheboygan)

**CITY OF SHEBOYGAN**  
**APPLICATION FOR**  
**CONDITIONAL USE PERMIT**  
Requirements Per Section 15.905  
Revised May 2018

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 104. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

**1. APPLICANT INFORMATION**

APPLICANT: Wallace homes of Sheboygan LLC  
ADDRESS: 1503 South 9<sup>th</sup> St E-MAIL: charliewigg@yahoo.com  
PHONE: (920) 207-4833 FAX NO. ( )

**2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT**

NAME OF PROPOSED/EXISTING BUSINESS: C & E Construction of Sheboygan LLC  
ADDRESS OF PROPERTY AFFECTED: 1503 South 9<sup>th</sup> St  
LEGAL DESCRIPTION: \_\_\_\_\_

BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: Office  
Warehouse - Sales Room for Construction Company

DETAILED DESCRIPTION OF PROPOSED OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: \_\_\_\_\_  
Same use

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: \_\_\_\_\_

SITE NARRATIVE - CONDITIONAL USE APPLICATION

April 8, 2020

PROJECT NAME AND ADDRESS:

Proposed paved parking lot  
Wallace Homes of Sheboygan, LLC  
1503 South 9<sup>th</sup> Street  
Parcel #59281318781  
Sheboygan, Wisconsin 53081

PARCEL INFORMATION/SITE DATA/LEGAL DESCRIPTION:

- It is defined as Westerly 108-feet of Lot 10, 11 and Lot 12, Block 12, South side Land Addition Except the East 64-feet, Original Plat of the City of Sheboygan.
- The entire lot area is 0.372 acres (16,200 square feet).

ZONING CLASSIFICATION/ZONING REQUIREMENTS:

NC-Neighborhood Commercial  
 25-foot front yard setback for house  
 10-foot side yard lot setback for house  
 20-foot rear yard setback for house  
 3-foot side yard setback for detached garage  
 3-foot rear yard setback for detached garage  
 3-foot pavement setback (abutting residential zoned lots)

EXISTING SITE CONDITIONS/LAND USE:

The subject property includes an existing two-story structure at the corner of South 9<sup>th</sup> Street and Clara Avenue. There was a single family residence purchased and demolished on the property directly east of the existing two-story structure. All previous above grade components within the neighboring residential property except for the detached garage have been demolished and removed offsite. The site was filled with compacted aggregate material.

• Demolished single family residence	=	1,300 square feet
• <del>Demolished concrete sidewalk/concrete stair</del>	=	<del>410 square feet</del>
Total impervious area demolished	=	<b>1,710 square feet</b>

Wallace Homes of Sheboygan, LLC does currently own the existing two-story building to the east and have combined that parcel with the former residential parcel to the east into a single lot. The intent of the proposed CUP is to pave their outdoor storage area to allow for service vehicle parking east of their current two-story building. The service vehicle parking will be utilized overnight with the service vehicles on job site during the day. Service vehicles will be exiting the property between 7:30 am and 8 am Monday through Friday, returning between 3 pm and 4 pm. No weekend activity is anticipated.

PROPOSED LAND USE/LOT COVERAGE SITE DATA

- No permanent structures are proposed within the subject property.
- Proposed pavement will be placed overtop the existing compacted aggregate base material already installed. The proposed pavement will be 3-feet off the east property line (existing residential property) to maintain minimum side yard setback requirement defined within City of Sheboygan ordinance.
- Proposed pavement would extend along the entire side lot line from the existing detached garage (to remain) and terminate 10-feet south of the existing southern property line of Clara Avenue to allow for landscaping (and surface drainage runoff) in lieu of the current 6-foot high solid wood fence.

- The entire proposed paved parking lot would be graded such that developed storm water runoff will be directed toward the NE corner of the property on Clara Avenue.
- Proposed pavement area (existing aggregate base) **4,210 square feet**
- **Total additional impervious area added to the site is 883 square feet**

#### SITE SELECTION

- The current site was selected to potentially allow the owner to maximize service vehicle parking within proximity to their current facility at 1503 South 9<sup>th</sup> Street.

#### LANDSCAPE REQUIREMENTS

- Landscape plan to comply with the requirements of Section 15.6 and the subsequent point values defined for three of the four landscape point criteria (Lot Frontage and Pavement) excluding Building Foundation and Developed Lot as we do not anticipate any structures within the property.
- A 6-foot high solid wood fence has been proposed along the side yard adjacent to the existing residential parcel to the east to satisfy the bufferyard requirement within the City of Sheboygan Landscape Ordinance.

#### PERFORMANCE STANDARDS/POTENTIAL NUISANCES:

- All performance standards to comply with City of Sheboygan Zoning Ordinance, Section 15-7 to ensure this development will not become a nuisance to neighboring residential property owners.

#### SITE LIGHTING:

- No site lighting is proposed to be added to the subject property.

#### VARIANCE REQUEST/VARIANCE DESCRIPTION:

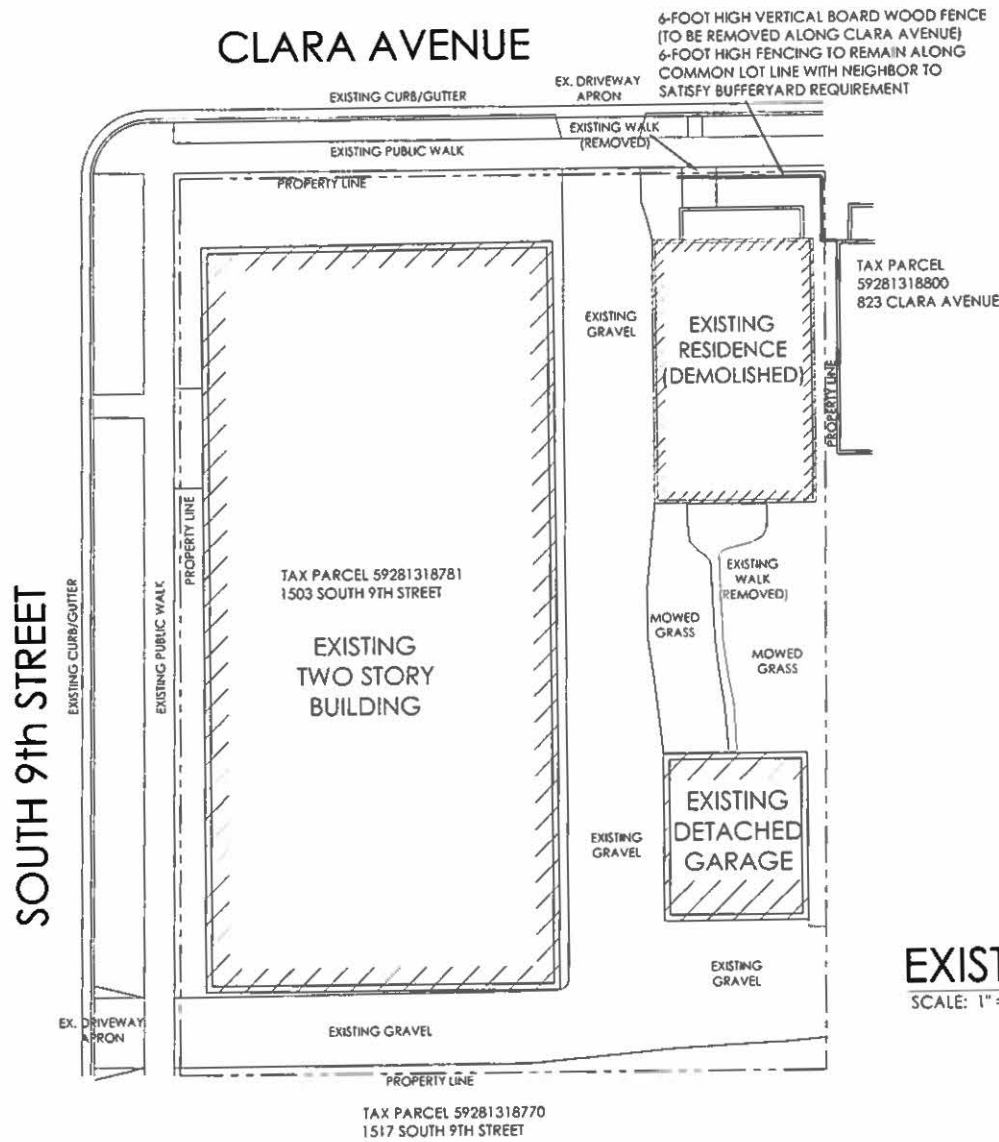
- No variances are required



SITE DESIGN AND ENGINEERING, LLC  
 1129 KENTUCKY AVENUE  
 SHEBOYGAN, WISCONSIN 53081  
 (920) 207-8977

WALLACE HOMES OF SHEBOYGAN, LLC  
 1503 SOUTH 9th STREET  
 SHEBOYGAN, WISCONSIN

APRIL 2, 2020



### SITE DATA

TAX PARCEL 59281318781	=	16,192 SQ. FT. (0.372 AC.)
EXISTING RESIDENCE (DEMOLISHED)	=	1,300 SQ. FT.
EXISTING TWO STORY BUILDING	=	7,375 SQ. FT.
EXISTING DETACHED GARAGE	=	670 SQ. FT.
EXISTING GRAVEL DRIVEWAY WITHIN 1503 SOUTH 9th STREET PROPERTY)	=	3,535 SQ. FT.
EXISTING CONCRETE WALK FROM RESIDENCE TO DETACHED GARAGE (DEMOLISHED)	=	200 SQ. FT.
EXISTING CONCRETE WALK AND STAIR FROM R.O.W. TO FRONT DOOR OF RESIDENCE (DEMOLISHED)	=	60 SQ. FT.
<b>TOTAL IMPERVIOUS AREA (PRIOR TO RESIDENTIAL DEMOLITION)</b>	<b>=</b>	<b>13,060 SQ. FT.</b>

## EXISTING SITE CONDITIONS

SCALE: 1" = 20'

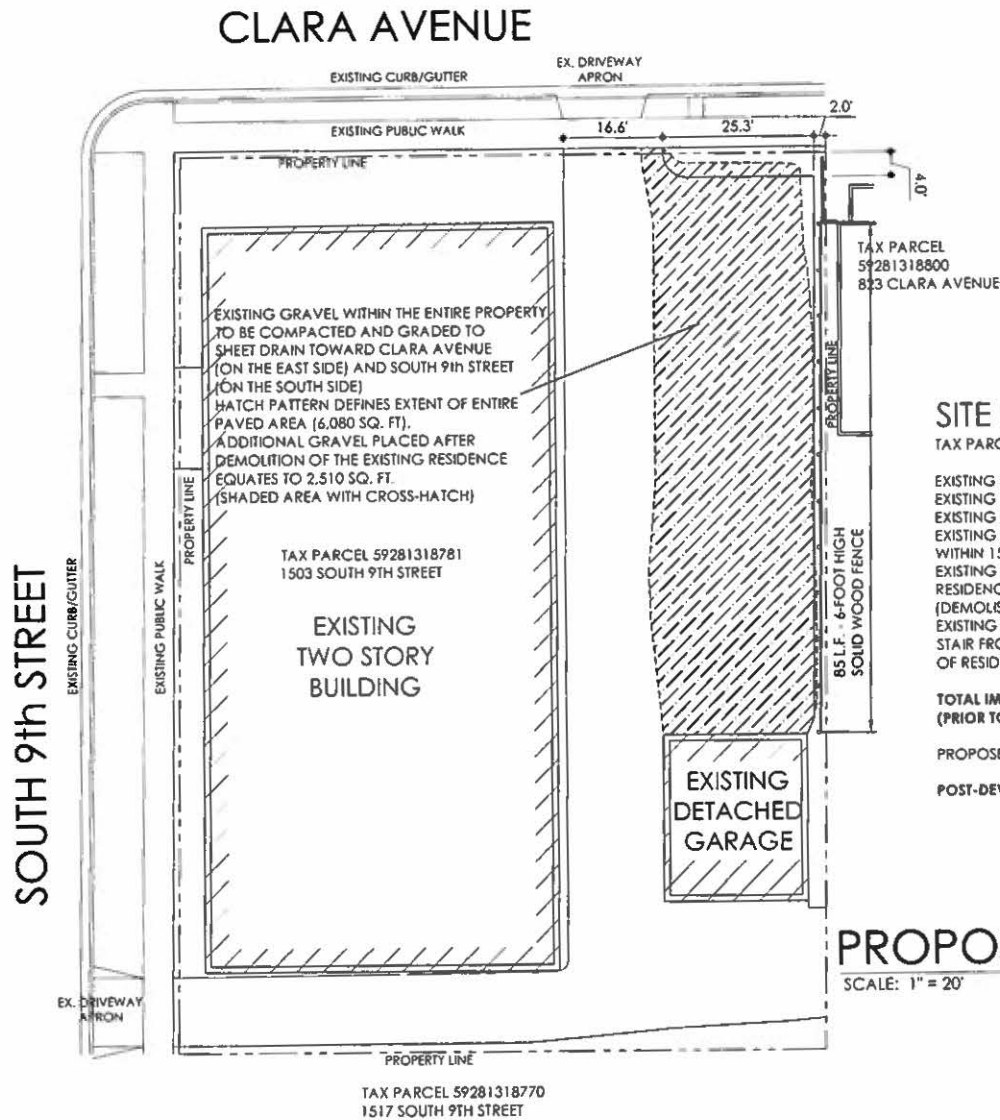




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 1503 SOUTH 9th STREET  
 SHEBOYGAN, WISCONSIN

APRIL 2, 2020



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<b>TOTAL IMPERVIOUS AREA (PRIOR TO RESIDENTIAL DEMOLITION)</b>	<b>=</b>	<b>13,040 SQ. FT.</b>
PROPOSED GRAVEL INFILL AREA	=	2,510 SQ. FT.
<b>POST-DEVELOPED TOTAL IMPERVIOUS AREA</b>	<b>=</b>	<b>14,090 SQ. FT. (+1,030 SQ. FT.)</b>

**PROPOSED SITE CONDITIONS**

SCALE: 1" = 20'



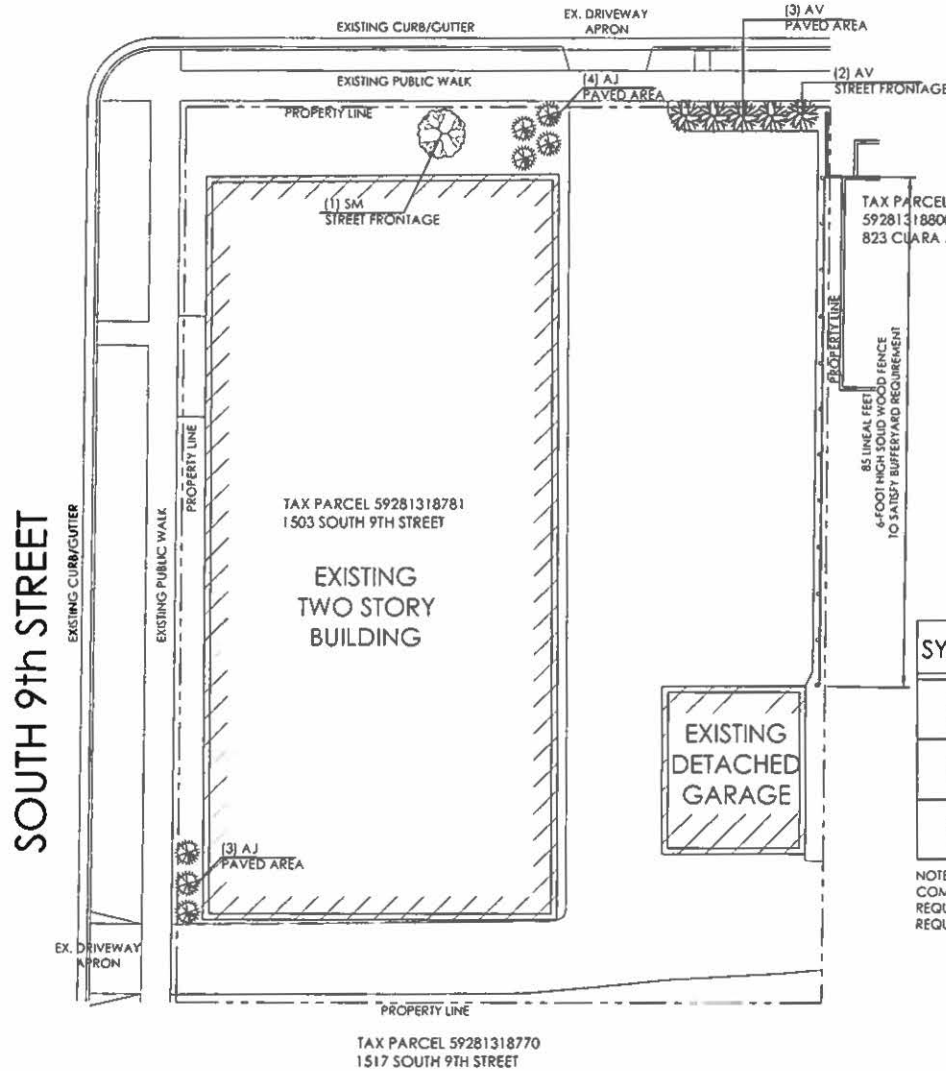
# CLARA AVENUE



SITE DESIGN AND ENGINEERING, LLC  
1129 KENTUCKY AVENUE  
SHEBOYGAN, WISCONSIN 53081  
(920) 207-8977

WALLACE HOMES OF SHEBOYGAN, LLC  
1503 SOUTH 9th STREET  
SHEBOYGAN, WISCONSIN

APRIL 2, 2020



**BUILDING FOUNDATION**  
NO BUILDING INCLUDED WITH THIS SUBMITTAL  
0 POINTS (MIN.) REQUIRED

**DEVELOPED LOT**  
NO BUILDING INCLUDED WITH THIS SUBMITTAL  
0 POINTS (MIN.) REQUIRED

**STREET FRONTAGE**

103 POINTS (MIN.) REQUIRED  
115 POINTS PROVIDED  
(1) SUGAR MAPLE = [75] PTS. PER - 75 POINTS TOTAL  
(2) AMERICAN ARBORVITAE = [20] PTS. PER - 40 POINTS TOTAL

**PAVEMENT AREA**

49 POINTS (MIN.) REQUIRED  
81 POINTS PROVIDED  
(3) AMERICAN ARBORVITAE = [20] PTS. PER - 60 POINTS TOTAL  
(7) ANDORRA JUNIPER = [3] PTS. PER - 21 POINTS TOTAL

LANDSCAPE POINTS REQUIRED FOR  
'NC' NEIGHBORHOOD COMMERCIAL ZONING

BUILDING FOUNDATIONS - NOT APPLICABLE

DEVELOPED LOTS - NOT APPLICABLE

STREET FRONTAGE - 108 LINEAL FEET (CLARA AVENUE)  
- 150 LINEAL FEET (SOUTH 9th STREET)

PER SECTION 15.606 AND TABLE 15.606: STREET FRONTAGE LANDSCAPE REQUIREMENTS  
40 POINTS PER 100 LINEAL FEET  
- FOR A TOTAL OF 103 POINTS REQUIRED  
- A MINIMUM OF 50-PERCENT OF POINTS SHALL BE CLIMAX AND/OR TALL TREES (52 POINTS)  
- A MINIMUM OF 30-PERCENT OF POINTS SHALL BE SMALL TREES (31 POINTS)

PAVEMENT AREA = 6,080 SQUARE FEET (TOTAL)

PER SECTION 15.607 AND TABLE 15.607: PAVED AREA LANDSCAPE REQUIREMENTS  
80 POINTS PER 10,000 SQUARE FEET  
- FOR A TOTAL 49 POINTS REQUIRED  
- A MINIMUM OF 30-PERCENT OF POINTS SHALL BE CLIMAX AND/OR TALL TREES (15 POINTS)  
- A MINIMUM OF 40-PERCENT OF POINTS SHALL BE SHRUBS (20 POINTS)

SYMBOL	MARK	QTY.	BOTANICAL NAME	COMMON NAME	PLANTED SIZE
	SM	1	ACER SACCHARUM	SUGAR MAPLE	2" DIA.
	AV	5	THUJA OCCIDENTALIS	AMERICAN ARBORVITAE	60" TALL
	AJ	7	JUNIPERUS HORIZONTALIS 'PLUMOSA'	ANDORRA JUNIPER	12"-15"

NOTE: DUE TO SINGLE FAMILY RESIDENTIAL ZONED PROPERTIES ON THE EAST SIDES OF THE PROPOSED LOT WE ARE REQUIRED TO COMPLY WITH CITY OF SHEBOYGAN LANDSCAPE ORDINANCE SECTION 15.610. BUFFERYARDS. PURSUANT TO TABLE 15.610 (4), (a), REQUIRED OPACITY VALUES, WE ARE REQUIRED TO PROVIDE A 0.5 OPACITY. PURSUANT TO 15.610 (4), (b), DETAILED BUFFERYARD REQUIREMENTS, WE MEET THE MINIMUM OPACITY STANDARD WITH A 6-FOOT HIGH SOLID WOOD FENCE

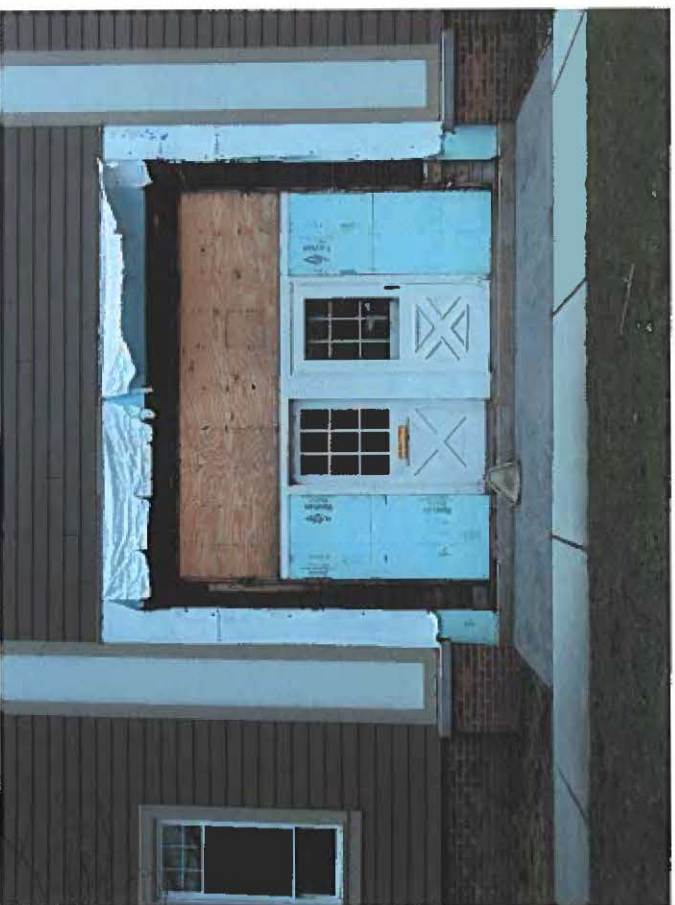
## PROPOSED LANDSCAPE PLAN

SCALE: 1" = 20'









**CITY OF SHEBOYGAN**

**REQUEST FOR CITY PLAN COMMISSION CONSIDERATION**

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**ITEM DESCRIPTION:** Conditional Use and variance application by C&E Construction to construct a new parking lot at 1503 S. 9th Street. NC Zone

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**REPORT PREPARED BY:** Steve Sokolowski, Manager of Planning and Zoning

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**REPORT DATE:** April 24, 2020

**MEETING DATE:** April 28, 2020

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**FISCAL SUMMARY:**

**STATUTORY REFERENCE:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

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Wisconsin Statutes: N/A  
Municipal Code: N/A

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**BACKGROUND / ANALYSIS:**

C&E Construction is proposing to construct a new parking lot at their facility located at 1503 S. 9th Street. The applicant states the following about the project:

- C&E Construction recently purchased a single-family dwelling property at 827 Clara Avenue. This was an older single-family dwelling that has since been demolished. C&E Construction purchased the property because it was directly east of their facility and they needed additional parking for vehicles and equipment. C&E Construction merged the 827 Clara and 1503 S. 9<sup>th</sup> Street properties so this is now one (1) parcel.
- The current C&E Construction facility houses their main offices, shop building and indoor as well as outdoor storage. The intent is to expand their outdoor paved area to allow for service vehicle parking east of their current two-story building. The service vehicle parking will be utilized overnight with the vehicles on job site during the day. Service vehicles will be exiting the property between 7:30 am and 8 am Monday through Friday, returning between 3 pm and 4 pm. No weekend activity is anticipated.
- The proposed development consists of providing a 4,210sf asphalt paved lot for purposes of C&E Construction service vehicle parking (presently gravel). Proposed pavement will be placed overtop the existing compacted aggregate base material already installed. The proposed pavement will be three (3) feet off the east residential property line in order to maintain minimum side yard setback requirement.
- Proposed pavement would extend along the entire side lot line from the existing detached garage (to remain) and terminate 4-foot south of the existing southern property line of Clara Avenue to allow for landscaping to be installed in lieu of the current 6-foot high solid

wood fence.

- The entire parking lot would be graded such that developed storm water runoff will be directed toward the northeast corner of the property on Clara Avenue.
- No permanent structures or lighting are proposed within the subject property.
- A six (6) foot high solid wood fence has been proposed along the side yard adjacent to the existing residential parcel to the east to satisfy the City of Sheboygan Landscape Ordinance bufferyard requirement.

### **STAFF COMMENTS:**

Staff has been working with the applicant for some time to get C&E Constructions gravel parking lot paved and will be requiring a condition that the paving occurs as soon as possible. The applicant is aware that all areas used for parking and maneuvering need to be paved including existing drive and parking areas on the south and southeast sides of the building. Staff is recommending a paving completion date of July 31, 2020.

The applicant is proposing to add landscaping along the Clara Avenue property line in order to screen the parking lot from the neighbors to the north (remove existing wood fence and install landscaping to soften street appearance). In addition, the applicant is proposing to install a solid wood fence to screen the parking lot from the neighbors to the east (similar to existing wood fence). Is the Plan Commission acceptable to such a wood fence?

The applicant is in the process of remodeling their front entrance door. The Plan Commission may want to have the applicant address when they will complete the front door exterior renovation of their building along S. 9<sup>th</sup> Street.

The applicant has done a nice job in remodeling the exterior of this building and the completing the parking lot will also improve the overall look and feel of this property.

The applicant is requesting the following variance:

- Requesting a variance from the locational and bufferyard landscaping requirements - Applicant shall meet the four (4) locational landscaping requirements.

### **ACTION REQUESTED:**

Staff recommends approval of conditional use and variance subject to the following conditions:

1. 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, storm drainage, etc.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. Submittal and approval of a proposed landscape plan prior to building permit issuance. The applicant shall install the landscaping by July 31, 2020.
4. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
5. Outdoor storage of miscellaneous materials or equipment shall be prohibited.

6. 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 (except for area approved for the variance).
7. If signage is to be installed, the applicant shall work with staff with regards to constructing appropriate and well-designed signage and shall obtain the necessary sign 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.
8. Fencing shall be installed along the east property line to buffer the parking lot from the single-family dwelling at 823 Clara Avenue. Fencing 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 and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed fence design, the matter may be brought back to the Plan Commission for their consideration. The applicant shall construct the fence by July 31, 2020.
9. Applicant shall remove existing wood fence in front yard along Clara Avenue.
10. The applicant shall construct the permanent parking lot by July 31, 2020. All areas used for parking/maneuvering of vehicles shall be paved (new and existing gravel areas).
11. New paved parking lot shall meet the three (3) foot setback to the property lines.
12. All areas that are not required to be paved shall be grass and/or approved landscaping.
13. 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.
14. 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, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.).
15. Applicant will provide adequate public access along public streets/alley and will take all appropriate actions to minimize the time period that these streets/alley will be closed/affected.
16. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
17. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
18. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
19. Absolutely no portion of the site improvements shall cross property lines (parking, fencing, signs, landscaping, retaining wall, etc.).
20. The applicant shall complete the front door entranceway on S. 9<sup>th</sup> Street by July 31, 2020.
21. If there are any amendments to the approved conditional use permit and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

PARCEL NO. 431680  
MAP NO. \_\_\_\_\_  
ZONING CLASSIFICATION: UI

Office Use Only  
DATE SUBMITTED: \_\_\_\_\_  
REVIEW DATE: 4/28/20

FILING FEE: \$100.00 (Payable to City of Sheboygan)

**CITY OF SHEBOYGAN**  
**SITE PLAN REVIEW APPLICATION**  
(Requirements Per Section 15.908)  
Revised May, 2018



Completed application must be filed with the Department of City Development, 828 Center Avenue, Suite 104. To be placed on agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications that are not complete or that are not legible will not be accepted. Application filing fee is non-refundable.

**1. APPLICANT INFORMATION**

APPLICANT: Brian Brantmeier

ADDRESS: 2525 N Roemer Rd, Appleton, WI 54911

E-MAIL: [brian.brantmeier@boldt.com](mailto:brian.brantmeier@boldt.com)

PHONE: (920) 225-6142 FAX NO.: ( )

**2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT**

NAME OF PROPOSED/EXISTING BUSINESS: Hexion Specialty Chemicals

ADDRESS OF PROPERTY AFFECTED: 2522 S. 24<sup>th</sup> Street, Sheboygan, WI

LEGAL DESCRIPTION: \_\_\_\_\_

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

BRIEF DESCRIPTION OF **PROPOSED** OPERATION OR USE:  
\_\_\_\_\_  
\_\_\_\_\_

BRIEF DESCRIPTION OF TYPE OF STRUCTURE: \_\_\_\_\_  
\_\_\_\_\_

To: Steve Sokolowski  
Manager of Planning and Zoning

Re: Hexion Specialty Chemicals - Revision to Site Plan – Control Building

Date: April 16, 2020

Steve,

Please see the attached revised site plan design for the Hexion Specialty Chemical project on 24<sup>th</sup> street. Back in January, of 2019, this project was submitted and approved by the Planning Commission. The original approval was for a new Control Building and adjacent 10-car parking lot.

As this project progressed during construction, Hexion's project manager decided to eliminate the adjacent parking lot and provide a new 24-car parking lot across the private drive from the existing administrative building. This expanded parking lot will still be used to serve more plant employees and provide additional parking for visitors. Also, for safety reasons, this parking lot was relocated to be further away from the plant itself, in case of a plant emergency, if any airborne gas escapes, the employees will have their emergency meeting point in this area. This will also help to clear up the current parking area that is closer to the plant itself, south of the current administrative building, for emergency vehicles.

Another change that occurred is the existing building in front of the water-cooling tower and water pit required forklift access. With the new Control Building directly in front of these buildings, and other equipment behind the new building, a new access drive was required to be installed. As shown on the plans, this drive is on the south end of the facility.

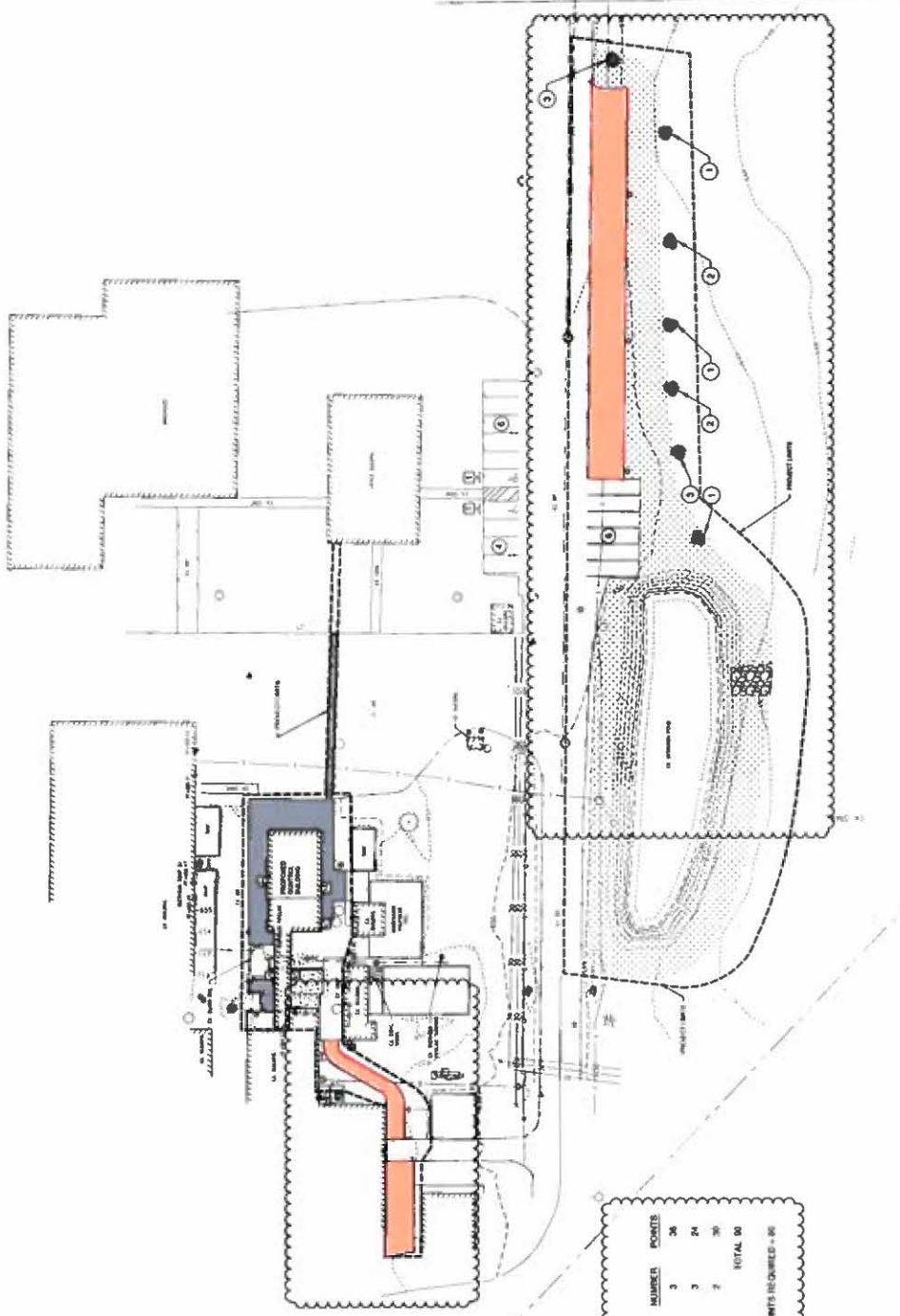
The new Control Building's construction is almost complete. The buildings perimeter hard surface will be completed at the same time as when the asphalt is laid down for the relocated parking lot and drive access.

We have highlighted the areas of change from the original approved site drawings on the submitted drawings.

Thank you for reviewing the revision to this project. If you have any questions, please feel free to give me a call.



Brian Brantmeier, PE  
Director - Design Services  
Boldt Technical Services  
920.570.1820 | Cell/Text  
brian.brantmeier@boldt.com



**Robert E. Lee & Associates, Inc.**  
PROFESSIONAL ENGINEERS, ENVIRONMENTAL SERVICES  
1225 CONVENT ROAD, SUITE 100  
MADISON, WI 53711  
608-442-1881  
www.rela.com

ALL DIMENSIONS ARE TO THE FACE OF CURB, UNLESS NOTED OTHERWISE.  
THIS SHEET IS UNDESIGNED BY CONTRACT. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS OF THE EXISTING CONDITIONS.

**NOTE**  
ALL DISTURBED AREAS SHALL BE TOPSOILED TO A DEPTH OF 6 INCHES, SEEDED AND MULCHED. AREA TO BE PAVED FREE OF STONES AND CLUMPS.

**PARKING DATA**  
TOTAL PARKING STALLS PROVIDED = 40  
HANDICAP ACCESSIBLE PARKING STALLS = 2

**SITE DATA (PROJECT LIMITS)**  
TOTAL AREA = 1.28 ACRES, 55,503 S.F.  
BUILDING AREA = 0.96 ACRES, 2,191 S.F. (3.9%)  
SEWER/PARKING LOT AREA = 0.45 ACRES, 10,778 S.F. (19.4%)  
GREEN SPACE = 0.86 ACRES, 20,544 S.F. (36.7%)

**ZONING**  
URBAN INDUSTRIAL  
PARCEL NO.  
5678 1431898

- LEGEND**
- CONCRETE PAVEMENT
  - ASPHALT PAVEMENT (4,325 S.F.)
  - ASPHALT PAVEMENT (2,787 S.F.)
  - LANDSCAPE AREA
  - GREEN SPACE
  - TRAFFIC FLOW ARROW
  - HANDICAPPED PARKING
  - INDICATES NUMBER OF PARKING STALLS
  - LIGHT POLE

**PLANTING SCHEDULE**

NO.	COMMON NAME	BOTANICAL NAME	POINTS	NUMBERS	POINTS
1	BLACK HILLS SPRUCE	PICEA GLAUCO DEBRATA	12	3	36
2	PYRAMIDAL ARBORVITAE	THUJA OCCIDENTALIS	12	3	36
3	JAPANESE TWIG	TOXUS CORPATATA	15	2	30
					<b>TOTAL 90</b>

TOTAL LANDSCAPE POINTS REQUIRED = 90

**Sheet: A way of life**

NO.	DESCRIPTION	DATE
1	PROJECT START	05/11/2011
2	ISSUE FOR PERMIT	06/01/2011
3	ISSUE FOR CONSTRUCTION	06/01/2011
4	AS-BUILT	06/01/2011
5	PROJECT COMPLETE	06/01/2011

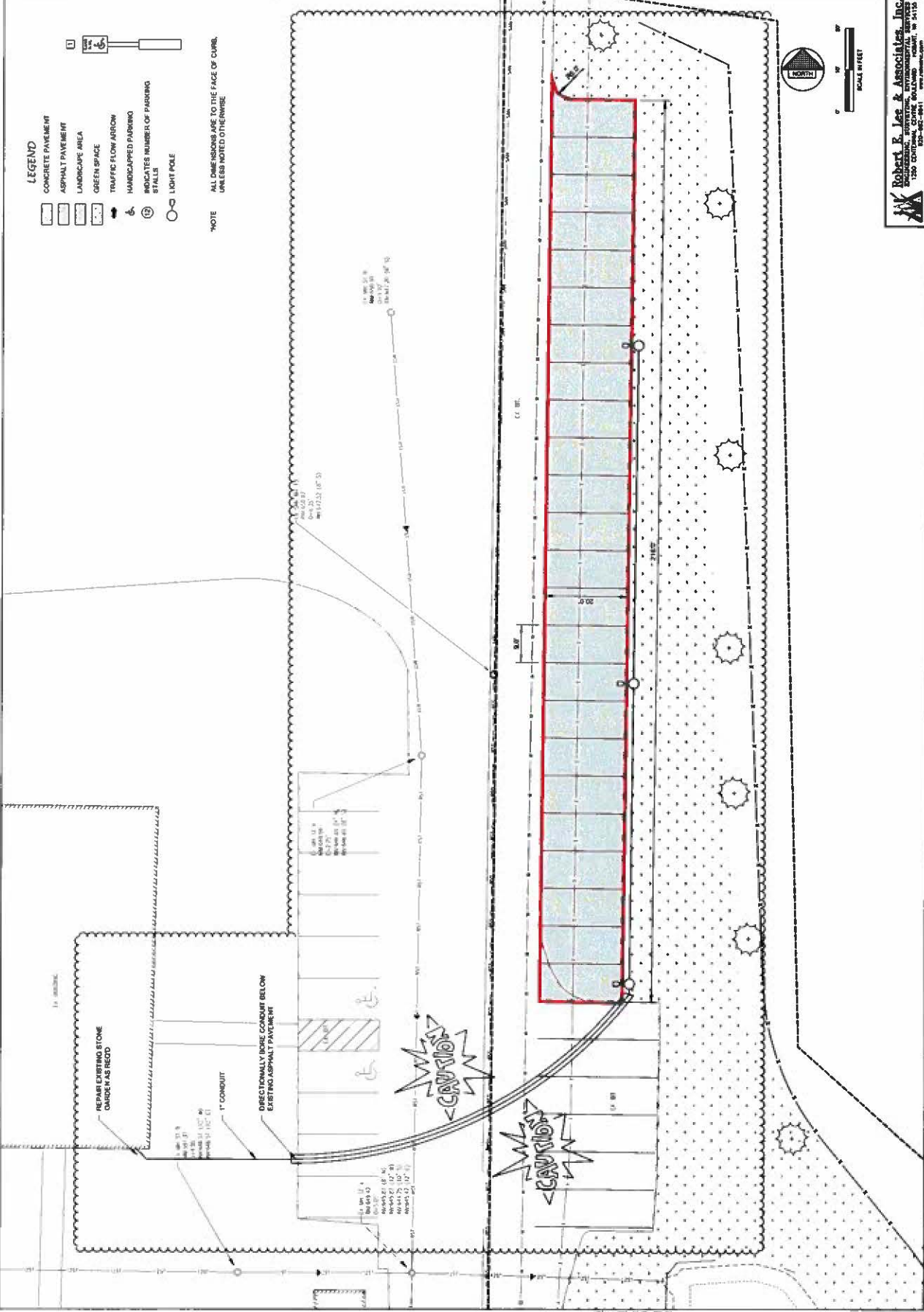
**CONTROL ROOM CONSOLIDATION  
 ENLARGED SITE PLAN**  
 HEXION SPECIALTY CHEMICALS  
 SHEBOYGAN, WI

Project Number: 10027  
 Drawn By: BEM/BA  
 Checked By: PKC  
 Date: 06/01/2011

**C-105**

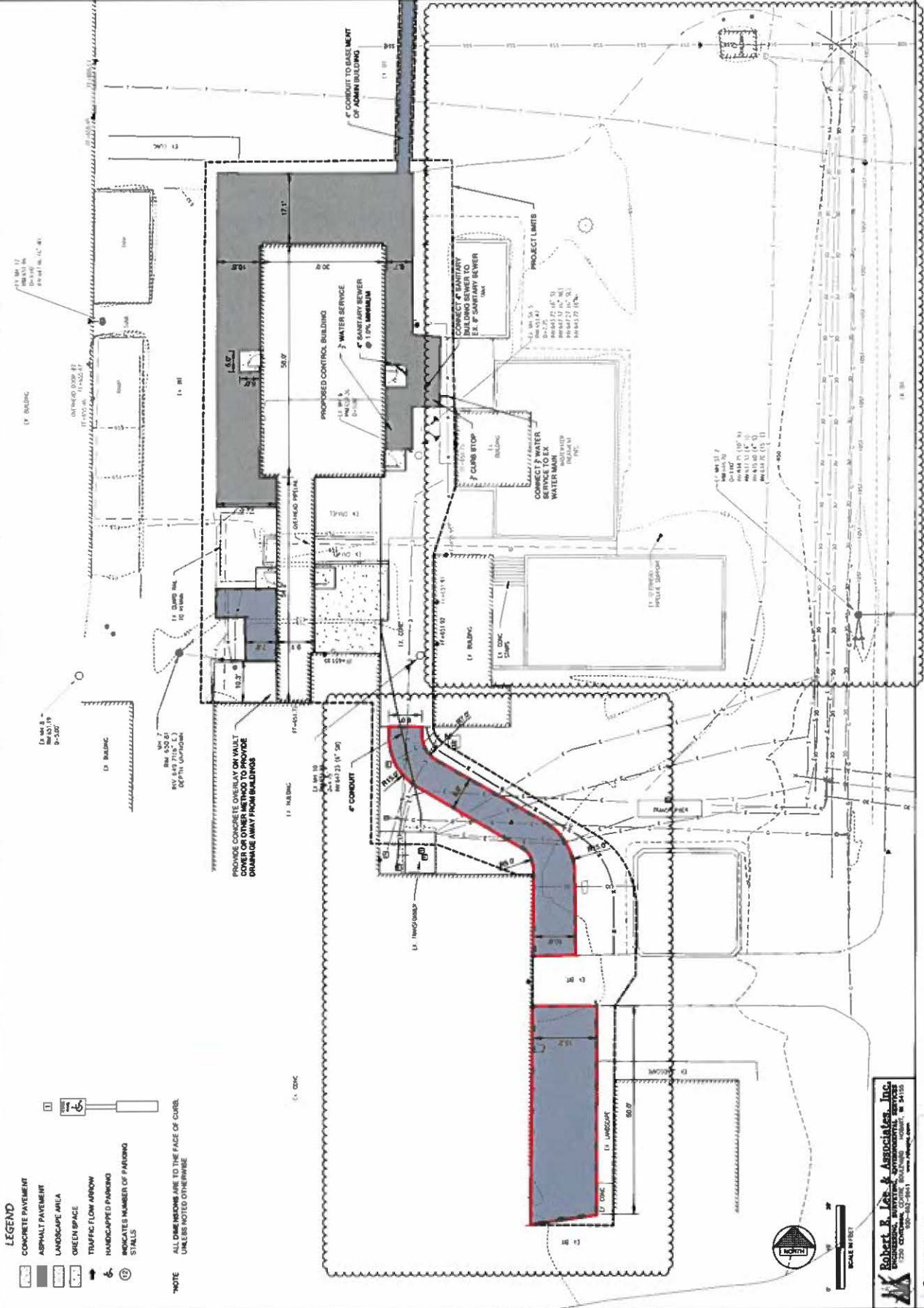
- LEGEND**
- CONCRETE PAVEMENT
  - ASPHALT PAVEMENT
  - LANDSCAPE AREA
  - GREEN SPACE
  - TRAFFIC FLOW ARROW
  - HANDICAPPED PARKING
  - INDICATES NUMBER OF PARKING SPACES
  - LIGHT POLE

**NOTE**  
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**Robert E. Lee & Associates, Inc.**  
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 WWW.RELAA.COM

**Safety: A way of life**



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 303-442-8641 www.rela.com

**Safety: A way of life**

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**CITY OF SHEBOYGAN**

**REQUEST FOR CITY PLAN COMMISSION CONSIDERATION**

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**ITEM DESCRIPTION:** Site Plan Application application by Hexion Inc. to construct a new parking lot at Hexion Specialty Chemicals located at 2522 S. 24<sup>th</sup> Street. UI Zone

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**REPORT PREPARED BY:** Steve Sokolowski, Manager of Planning and Zoning

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**REPORT DATE:** April 24, 2020

**MEETING DATE:** April 28, 2020

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**FISCAL SUMMARY:**

**STATUTORY REFERENCE:**

Budget Line Item: N/A  
Budget Summary: N/A  
Budgeted Expenditure: N/A  
Budgeted Revenue: N/A

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Wisconsin Statutes: N/A  
Municipal Code: N/A

**BACKGROUND / ANALYSIS:**

In January of 2019, the Plan Commission approved a conditional use permit by Hexion Specialty Chemicals to construct a new control room building and parking lot at their facility located at 2522 S. 24<sup>th</sup> Street. The building addition is almost complete but Hexion decided not to proceed with installing the parking lot as originally approved. The applicant states the following with regards to the new parking lot proposal:

- A 10 car parking lot was previously to be located just east of the new control room.
- As this construction project progressed, Hexion’s project manager decided to eliminate the adjacent parking lot and provide a new 24-car parking lot across the private drive from the existing administrative building. This expanded parking lot will still be used to serve more plant employees and provide additional parking for visitors.
- In addition, this parking lot is proposed to be located further away from the plant for safety reasons. The new parking lot location will provide emergency service with easier access to the plant because access to the east side of the plant will not be blocked by parked vehicles. The new parking lot area will also serve as an employee emergency meeting point. If for example any airborne gases escape, the employees will meet in the new parking lot area which is located further away from the main plant.
- Another change includes the construction of new forklift drives required to access the existing water-cooling tower and water pit. The new Control Building location now blocks access to these facilities. Thus, new access drives to service these facilities are proposed at the south end of the facility.

- The new Control Building's construction is almost complete. The buildings perimeter hard surface will be completed at the same time as when the asphalt is laid down for the relocated parking lot and drive access.

**STAFF COMMENTS:**

Staff has no objections to the proposal.

**ACTION REQUESTED:**

Staff recommends approval of the special use permit subject to the following conditions:

- 1) 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, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
- 2) 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/police departments, etc.).
- 3) Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
- 4) Submittal and approval of a landscape plan prior to building permit issuance. Landscaping shall be installed by July 31, 2020.
- 5) Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
- 6) Outdoor storage of materials, products or equipment shall be prohibited.
- 7) 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.).
- 8) All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets.
- 9) Applicant shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs – no cabinet or flat panel signs. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
- 10) All areas used for parking/maneuvering of vehicles shall be paved prior to issuance of an occupancy permit.
- 11) All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
- 12) Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
- 13) If there are any amendments to the approved 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.

**ATTACHMENTS:**

Special Use/Site Plan Permit Application and required attachments.