

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES
Tuesday, May 27, 2025

MEMBERS PRESENT: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

EXCUSED: Kimberly Meller

STAFF/OFFICIALS PRESENT: Associate Planner Ellise Rose and Building Inspection Specialist Linnae Wierus

OPENING OF MEETING

1. Roll Call

Mayor Ryan Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

Jerry Jones identified conflict with item # 13.

MINUTES

4. Approval of the Plan Commission minutes from May 13, 2025

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON MAY 13, 2025.

Motion made by Braden Schmidt, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use with exceptions by John Salsman to create new mobile home lots in the Sommer's Woodhaven Mobile Home Park located at 4441 S 12th St.

Alderperson Joe Heidemann spoke about adding and repairing existing security lighting around the park.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

6. Public hearing regard the General Development Plan by Riverview District, LLC to construct apartments located north of Pennsylvania Ave and East of N. 13th Street bordering the Sheboygan River.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

7. Application for Conditional Use with exceptions by John Salsman to create new mobile home lots in the Sommer's Woodhaven Mobile Home Park located at 4441 S 12th St.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Joe Clarke, seconded by Braden Schmidt

Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

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, DNR, floodplain, 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.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.).
4. 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, retaining walls, street trees, etc.).
5. 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).
6. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Water Utility.
7. 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.
8. All lighting on the property shall be maintained per Section 105-932(g) of the City of Sheboygan Zoning Ordinance.

Motion carried.

8. Gen. Ord. No. 2-25-26 by Alderperson Close amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located North of Pennsylvania Ave and East of N. 13th Street bordering the Sheboygan River from Class Urban Commercial, Urban Industrial, and Railroad to Urban Residential 12 with PUD Overlay Classification.
REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Braden Schmidt, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

9. General Development Plan by Riverview District, LLC to construct apartments located north of Pennsylvania Ave and East of N. 13th Street bordering the Sheboygan River.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

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, fire, 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.
2. Submittal and approval of a proposed storm drainage plan prior to building permit issuance.
3. Dumpster enclosure shall be completed prior to issuance of an occupancy permit for the apartment building to be occupied.
4. Outdoor storage of materials, products or equipment shall be prohibited.
5. 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.).
6. All areas used for parking/maneuvering of vehicles shall be paved.
7. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
8. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications.
9. 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.).
10. 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.).
11. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
12. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
13. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, art, etc.
14. Applicant is responsible for working with all private and public utilities in order to adequately service this development (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
15. 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.
16. Owner/Developer is responsible for installation of the entire approved landscape plan. If the owner/developer elects to amend the landscape plan in any fashion, the owner/developer shall resubmit an amended plan to Department of City Planning & Development for approval.
17. Plantings located around all ingress/egress of the site shall be maintained to not interfere with vehicular/pedestrian traffic.
18. Plantings located around the Fire Department Connection must be maintained to make sure that it is accessible at all times.
19. Plantings located by light poles should be maintained to keep areas well lite.

20. The Department of Planning & Development must inspect the landscaping. Failure to comply with any of the above conditions may require the removal and replanting of plants.
21. All plantings will need to be maintained per Section 105-894(b) Maintenance.

Motion carried.

10. Specific Implementation Plan by Riverview District, LLC to construct apartments located north of Pennsylvania Ave and East of N. 13th Street bordering the Sheboygan River.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Braden Schmidt, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

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, fire, 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.
2. Submittal and approval of a proposed storm drainage plan prior to building permit issuance.
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4. Outdoor storage of materials, products or equipment shall be prohibited.
5. 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.).
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7. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
8. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications.
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19. Plantings located by light poles should be maintained to keep areas well lite.
20. The Department of Planning & Development must inspect the landscaping. Failure to comply with any of the above conditions may require the removal and replanting of plants.
21. All plantings will need to be maintained per Section 105-894(b) Maintenance.

Motion carried.

11. Preliminary Plat Approval for Northern Lights Subdivision located on the former Aurora Hospital site between 6th Street and 7th Street parcel no. 59281007701.

MOTION TO FILE.

Motion made by Braden Schmidt. No second.

Motion failed.

MOTION TO APPROVE AS PRESENTED

Motion made by Kevin Jump, seconded by Jerry Jones

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump and Joe Clarke

Voting nay: Braden Schmidt and Alderperson Michael Close

Motion carried.

12. Exterior renovation of the Vollrath employee entrance located at 1236 N 18th Street.

MOTION TO APPROVE AS PRESENTED.

Motion made by Kevin Jump, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

13. Direct Referral Gen. Ord. No. 4-25-26 by Alderperson Close granting Quasius Construction Co., its successors and assigns, the privilege of encroaching upon described portions of Niagara Avenue and North 8th Street right of way in the City of Sheboygan for the purpose of expanding of the Weill Center for Performing Arts building.

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Kevin Jump, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Kevin Jump, Joe Clarke and Alderperson Michael Close

Abstained: Jerry Jones

Motion carried.

NEXT MEETING

14. June 10, 2025

The next schedule meeting is scheduled for June 10, 2025.

ADJOURN

15. Motion to Adjourn

MOTION TO ADJOURN AT 4:24 PM

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson
Michael Close

Motion carried.