

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES
Tuesday, June 24, 2025

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

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

OPENING OF MEETING

1. Roll Call

Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

No conflicts were identified.

MINUTES

4. Approval of the Plan Commission minutes from June 10, 2025

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON JUNE 10, 2025.

Motion made by Jerry Jones, seconded by Braden Schmidt

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

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding the 2025-2029 Consolidated Plan and included 2025 Annual Action Plan

No public comment made.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Kimberly Meller

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

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Application for Special Use Permit by Lauren Hydock to operate a wellness studio located at 729 New York Ave.

MOTION TO APPROVED WITH THE FOLLOWING CONDITIONS.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Kimberly Meller, 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, State of Wisconsin, etc. An occupancy permit shall be granted only at such time as the applicant has met all requirements.
2. If dumpsters are used, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Applicant will provide plans that show the location of any dumpsters and will provide plans that show how the dumpster is to be screened and enclosed (design, materials, colors, location, etc.).
3. Outdoor storage of materials or equipment shall be prohibited.
4. All lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. 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.
6. If there are to be any remodel/renovations to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such remodel/renovation.
7. If there are any amendments to the approved special use permit and/or site plan, the applicant will be required to submit a new application reflecting those amendments.

Motion carried.

7. Direct Referral Res. No. 50-25-26 by Alderperson Close approving the 2025-2029 Consolidated Plan and One-Year Action Plan for Housing and Community Development utilizing Community Development Block Grant ("CDBG") funds, through the United States Department of Housing and Urban Development ("HUD").

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Jerry Jones, seconded by Braden Schmidt

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

Motion carried.

NEXT MEETING

8. July 15, 2025

The next scheduled meeting is on July 15, 2025.

ADJOURN

9. Motion to Adjourn

MOTION TO ADJORN THE MEETING AT 4:12PM

Motion made by Braden Schmidt, seconded by Jerry Jones

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

Motion carried.