

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, August 11, 2026

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

EXCUSED: Mayor Ryan Sorenson

STAFF/OFFICIALS PRESENT: City Planner Jeff Witte and Zoning Administrator Ellise Rose

OPENING OF MEETING

1. Roll Call

Vice Chairperson Jerry Jones called the meeting order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify Potential Conflict(s) of Interest

No conflicts of interest are identified.

MINUTES

4. Approval of the Plan Commission minutes from July 28, 2026.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON JULY 28, 2026.

Motion made by Braden Schmidt, seconded by Joe Clarke

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

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by Haran, LLC to operate a convenience store and gas station located at 2235 North Ave.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Braden Schmidt, seconded by Joe Clarke

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

Motion carried

6. Public hearing regarding application for Conditional Use Permit with exceptions by Thomas Stemper to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Braden Schmidt, seconded by Kimberly Meller

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

Motion carried

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

7. Architectural Review of an exterior remodel and addition at Edward Jones located at 3019 Superior Avenue.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS APPROVED BY STAFF.

Motion made by Joe Clarke, seconded by Kimberly Meller

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

1. The windows at the north elevation be resubmitted to match the other new windows.
2. Architect provide information on the transition between grade and finished materials

Motion carried.

8. Application for Conditional Use Permit with exceptions by Haran, LLC to operate a convenience store and gas station located at 2235 North Ave.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Alderperson Michael Close, seconded by Kevin Jump

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

1. Prior to operation/occupancy, the applicant shall obtain all licenses, and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatted (PDS) material in order to effectively screen and enclose the dumpster.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. All new 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.
7. Applicant shall obtain the necessary sign permits prior to installation.

Motion carried.

9. Application for Conditional Use Permit with exceptions by Thomas Stemper to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Braden Schmidt, seconded by Alderperson Michael Close

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

1. Prior to operation/occupancy, the applicant shall obtain all licenses, and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatted (PDS) material in order to effectively screen and enclose the dumpster.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. All new 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.

Motion carried.

TENTATIVE DATE OF NEXT REGULAR MEETING

10. Next scheduled meeting: August 26, 2026 at 4:00 PM

ADJOURN

11. Motion to Adjourn

MOTION TO ADJOURN THE MEETING.

Motion made by Braden Schmidt, seconded by Kimberly Meller

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

Motion carried

Meeting is adjourned at 4:23 p.m.