

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, August 13, 2024

MEMBERS PRESENT: Mayor Ryan Sorenson, Alderperson John Belanger, Marilyn Montemayor, Braden Schmidt, Kevin Jump, Jerry Jones and Kimberly Meller

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 at 4pm.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Identify potential conflict of interest

No committee member had a conflict.

MINUTES

4. Approval of the Plan Commission minutes from July 23, 2024.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON JULY 23, 2024.

Motion made by Braden Schmidt, seconded by Marilyn Montemayor

Voting yea: Mayor Ryan Sorenson, Alderperson John Belanger, Marilyn Montemayor, Braden Schmidt, Kevin Jump, Jerry Jones and Kimberly Meller

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Application for Special Use Permit by Ameera Muhammad to operate an adult family home located at 1022 Kentucky Avenue.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Braden Schmidt, seconded by Alderperson John Belanger

Voting yea: Mayor Ryan Sorenson, Alderperson John Belanger, Marilyn Montemayor, Braden Schmidt, Kevin Jump, Jerry Jones and Kimberly Meller

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.
6. Application for Special Use Permit by Cycle Shepherd, LLC to operate a cycling studio located at 631 N 8th St. CC Central Commercial Zone.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Braden Schmidt, seconded by Alderperson John Belanger

Voting yea: Mayor Ryan Sorenson, Alderperson John Belanger, Marilyn Montemayor, Braden Schmidt, Kevin Jump, Jerry Jones and Kimberly Meller

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 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 15.707 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.
7. Presentation by Bay Lakes Regional Planning Commission regarding the update to the Comprehensive Plan.

Presentation on updating the Comprehensive Plan by Bay Lakes Regional Planning Commission.

NEXT MEETING

8. August 27, 2024

The next meeting is scheduled to be held on August 27, 2024.

ADJOURN

9. Motion to Adjourn

MOTION TO ADJOURN AT 4:46 PM.

Motion made by Branden Schmidt, seconded by Kimberly Meller

Voting yea: Mayor Ryan Sorenson, Alderperson John Belanger, Marilyn Montemayor, Braden Schmidt, Kevin Jump, Jerry Jones and Kimberly Meller