

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, September 10, 2024

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

EXCUSED: Braden Schmidt 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 August 27, 2024.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON AUGUST 27, 2024.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

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

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by A.C.E. Building Service, Inc. to construct a new connecting link located at 3217 Behrens Parkway in the Sheboygan Business Park (parcels 59281479085 and 59281479081).

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

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

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Application for Conditional Use Permit with exceptions by A.C.E. Building Service, Inc. to construct a new connecting link located at 3217 Behrens Parkway in the Sheboygan Business Park (parcels 59281479085 and 59281479081).

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS

Motion made by Marilyn Montemayor, seconded by Kevin Jump

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

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, hazardous materials, State of Wisconsin DNR, Army Corp of Engineers, 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. Submittal and approval of a proposed landscape plan prior to building permit issuance. Applicant will submit a landscape plan that addresses all four (4) landscaping requirements (except for approved landscape locational variance). Landscaping shall be installed prior to issuance of an occupancy permit.
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 new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity.
7. All areas used for parking or maneuvering of vehicles shall be paved (no gravel permitted).
8. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
9. Any new ingress/egress driveway openings shall be improved to standard City specifications. All existing access drives that are no longer used shall be removed and all unused driveways shall be closed and improved to standard City specifications.
10. Any work within City of Sheboygan Public rights-of-way, stormwater easements, etc. 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, driveways over storm water easements, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
11. 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.).
12. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
13. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
14. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
15. 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.
16. Applicant shall adequately address all Sheboygan Water Utility concerns related to this development.
17. Applicant shall adequately address all Fire Department concerns related to this development.
18. This connecting link crossing the storm water easement shall be constructed to specifications required by the City Engineering Department. The link construction/specifications drawings shall be approved prior to building permit issuance.

19. Prior to building permit issuance, the applicant is responsible for providing all shared agreements/easements between the subject property and adjoining properties including but not limited to ingress/egress, shared access, parking, stormwater facilities, utilities, etc. This easement document shall be officially recorded by Sheboygan County.
20. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design.
21. If there are any amendments to the approved conditional 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.

Exceptions granted:

- To the landscape points required and to the required location of said plantings. Landscape Plan still required and required points must be met.

7. Gen. Ord. No. 16-24-25 by Alderpersons Belanger and Ramey amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of property located at 1202 N. 31st Street from Class Suburban Office (SO) to Class Urban Residential (UR-12) Classification. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

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

8. R. O. No. 51-24-25 by City Clerk submitting an application for amendment to the official zoning map for the City of Sheboygan from ABG, LLC for property located at 1202 N. 31st Street – Parcel No. 59281213130. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

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

NEXT MEETING

9. September 24, 2024

The next meeting is scheduled to be held on September 24, 2024.

ADJOURN

10. Motion to Adjourn

MOTION TO ADJOURN AT 4:04 PM

Motion made by Alderperson John Belanger, seconded by Jerry Jones

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