

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES
Tuesday, January 24, 2023

OPENING OF MEETING

MEMBERS PRESENT: Mayor Sorenson, Alderperson Mitchell, Ryan Sazama and Marilyn Montemayor

EXCUSED: David Hoffman, Jerry Jones and Kimberly Meller

STAFF/OFFICIALS PRESENT: Planning & Development Director Chad Pelishek and Manager of Planning & Zoning Steve Sokolowski

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 committee member had a conflict of interest.

MINUTES

4. Approval of the Plan Commission minutes from January 10, 2023.

Motion by Marilyn Montemayor, second by Alderperson Mitchell to approve. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Application for Conditional Use with exceptions by Jason Peterson for installation of concrete slab for parking and the potential future construction of a new accessory building at 2115 N. 18th Street.

Motion by Ryan Sazama, second by Marilyn Montemayor to approve with the following conditions:

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 demolition, building, plumbing, electrical, HVAC, fire, hazardous materials, health, water, sewer, storm drainage, demolition, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The applicant shall submit a stormwater plan to the City Engineering Department for the paving that has already been installed by March 3, 2023. An approved storm drainage plan is required prior to building permit issuance (for existing paving and for any future structures and/or site improvements).
3. Applicant shall meet the minimum building and paving setback of five (5) feet to all property lines. Applicant shall remove the existing concrete encroaching within the five (5) foot setback areas prior to building permit issuance for a new structure or by June 2, 2023 whichever occurs first.
4. 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.

5. Outdoor storage of materials, products or equipment shall be prohibited. Applicant shall remove outdoor piles of miscellaneous debris and materials located on the north, south and east sides of the building by March 3, 2023.
6. 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.).
7. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets.
8. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall work with staff with regards to constructing a well-designed signage for the site that utilizes colors and materials similar to the building. Staff may bring the proposed signage design back to the Plan Commission for review/approval.
9. Applicant shall remove temporary Fortress Floors banner located on the front of the building facing N. 18th Street by March 3, 2023.
10. Proposed and future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs).
11. Applicant shall remove the old weathered sign structure with rusted poles in the front of the building along N. 18th Street by March 3, 2023.
12. All areas used for parking/maneuvering of vehicles shall be paved. Applicant shall pave and landscape the all gravel areas on property by June 30, 2023. Applicant will obtain all required permits/approvals prior to constructing the parking lot including but not limited to building permit, site plan, storm water, etc.
13. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
14. 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.).
15. 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.
16. Prior to issuance of a building permit for any new structure and/or exterior remodeling, the applicant shall submit plans to the City Architectural Review Board for review and approval.
17. Any future/additional uses of the facility/property such as additional tenants, additions, site improvements, etc. may require conditional use permit, architectural review, occupancy permit, etc.
18. 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 and/or architectural review applications reflecting those amendments.

Exceptions:

- To have a five (5) foot building/paving setback to the north property line
- To have a five (5) foot building/paving setback to the east property line
- From the locational landscaping requirements

Motion carried

6. Gen. Ord. No. 17-22-23 by Alderperson Filicky-Peneski amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Use District Classification for property located off of N. 15th Street and Martin Avenue – Parcel #59281718350, Parcel #59281712950 and Parcel #59281712930 from Class Neighborhood Preservation to Multi-Family Residential.

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

7. R. O. No. 95-22-23 by City Clerk submitting an application from City of Sheboygan for a change in zoning classification for property off of N. 15th Street and Martin Avenue (former Jakum Hall Parcel No. 59281718350, 59281712950 and 59281712930) from Class Urban Commercial (UC) to Class Urban Residential (UR-12).

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

8. Gen. Ord. No. 18-22-23 by Alderperson Filicky-Peneski amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located off of N. 15th Street and Martin Avenue – Parcel #59281718350, Parcel #59281712950 and Parcel #59281712930 from Class Urban Commercial (UC) to Urban Residential (UR-12) Classification.

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

NEXT MEETING

9. February 14, 2023

ADJOURN

10. Motion to Adjourn

Motion by Marilyn Montemayor, second by Alderperson Mitchell to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4:16 p.m.