

**CITY OF SHEBOYGAN**  
**CITY PLAN COMMISSION MINUTES**

**Tuesday, December 09, 2025**

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

**STAFF/OFFICIALS PRESENT:** City Attorney Liz Majerus, Director of Planning and Development Taylor Zeinert, Zoning Administrator Ellise Rose, Planner Jeffrey Witte and Administrative Coordinator Linnae Wierus

**OPENING OF MEETING**

1. Roll Call

Mayor Ryan Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

No conflict identified.

4. Notice of potential fraud.

Advised applicants of phishing email.

**MINUTES**

5. Approval of the Plan commission minutes from November 25, 2025.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON NOVEMBER 25, 2025.

Motion made by Jerry Jones, seconded by Joe Clarke

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

Motion carried.

**PUBLIC HEARINGS**

6. Public hearing regarding application for Conditional Use Permit by Eucatastrophe Distilling to operate a Craft Distillery at 1619 Calumet Drive.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Joe Clarke

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

Motion carried.

7. Public hearing regarding application for Conditional Use Permit by Jakes Liquor to operate a food truck business located at 2019 S Business Drive.

Neighbors spoke about concerns with current property conditions, traffic, and behavior from existing business patrons.

**MOTION TO CLOSE THE PUBLIC HEARING.**

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.

8. Public hearing regarding application for Conditional Use Permit by WildCard Food LLC to operate a food business located at 1301 Michigan Avenue.

Neighbor spoke about concerns with the existing building condition and nature of the proposed business.

**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**

9. Application for Conditional Use Permit by Eucatastrophe Distilling to operate a Craft Distillery at 1619 Calumet Drive

**MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.**

Motion made by Joe Clarke, seconded by Kimberly Meller

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 approval 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.

10. Application for Conditional Use Permit by Jakes Liquor to operate a food truck business located at 2019 S Business Drive.

MOTION TO DENY.

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.

11. Application for Conditional Use Permit by WildCard Food LLC to operate a food business located at 1301 Michigan Avenue

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Joe Clarke, seconded by Kimberly Meller

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

Voting nay: 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, State of Wisconsin, etc. An occupancy permit shall be granted only at such time as the applicant has met all requirements.
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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 approval 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.

12. Gen. Ord. No. 35-25-26 by Alderperson Close updating various sections of the Sheboygan Municipal Code so as to relocate the zoning-related boards and commissions.

**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.

13. Discussion regarding the City of Sheboygan zoning chapter rewrite.

Discussion was held regarding rewrite.

**TENTATIVE DATE OF NEXT REGULAR MEETING**

14. December 23, 2025

The next scheduled meeting is on December 23, 2025.

**ADJOURN**

15. Motion to Adjourn

**MOTION TO ADJOURN THE MEETING.**

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.

Meeting adjourned at 5:32 pm.