

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, November 28, 2023

MEMBERS PRESENT: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones and Alderperson Trey Mitchell

EXCUSED: Kimberly Meller

STAFF/OFFICIALS PRESENT: Program Assistant Ellise Rose

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 November 14, 2023

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD NOVEMBER 14, 2023.

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Alderperson Mitchell.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Application for Conditional Use with exceptions by Sheboygan County to operate the Community Social Worker Program at 829 Union Avenue.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

1. Prior to operation/occupancy, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, State of Wisconsin, Sheboygan County, etc.
2. If using a dumpster, the dumpster 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 the dumpster.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
5. All new 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.

6. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall work with staff with regards to constructing well-designed signage for the site. Staff may bring the proposed sign design back to the Plan Commission for review/approval.
7. If there are to be any renovation 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 renovation.
8. Applicant shall adequately monitor the Community Social Worker Program location and in no instance shall the use create a nuisance for neighboring properties (noise, hours of operation, garbage, loitering, etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit.
9. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion made by Jerry Jones, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Alderperson Mitchell.

6. R. O. No. 74-23-24 by City Clerk submitting an application from City Church Sheboygan, Inc. for a rezone of property located at 3021 Main Avenue – Parcel No. 59281615440 from Class Suburban Residential (SR-5) to Mixed Residential (MR-8). REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Marilyn Montemayor, seconded by Alderperson Mitchell.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Alderperson Mitchell.

7. Gen. Ord. No. 30-23-24 by Alderperson Felde amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located at 3021 Main Avenue - Parcel No. 59281615440 from Class Suburban Residential (SR-5) to Mixed Residential (MR-8) Classification. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Marilyn Montemayor, seconded by Ryan Sazama.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Alderperson Mitchell.

NEXT MEETING

8. December 12, 2023

The next meeting is scheduled to be held on December 12, 2023 at 4:00 pm.

ADJOURN

9. Motion to Adjourn

MOTION TO ADJOURN AT 4:09 PM.

Motion made by Alderperson Mitchell, seconded by Branden Schmidt.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Alderperson Mitchell.