

## **CITY OF SHEBOYGAN**

# **\*\*\* AMENDED\*\*\* CITY PLAN COMMISSION MINUTES**

**Tuesday, February 13, 2024**

---

**MEMBERS PRESENT:** Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

**EXCUSED:** Alderperson Trey Mitchell and Kimberly Meller

**STAFF/OFFICIALS PRESENT:** Program Assistant Ellise Rose 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 January 23, 2024

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

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

### **HEARINGS**

5. Hearing regarding proposed art for the back of the "Downtown" sign located at the fork in the road on South 8th Street.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

6. Hearing regarding Conditional Use with exceptions by JB Site Design and Engineer to construct a new indoor vehicle repair building at Bret's Towing located at 2233 South Business Drive. UC Zone.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Ryan Sazama.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

7. Hearing regarding Precise Implementation Plan by Van Horn Properties of Sheboygan LLC, to construct a new Van Horn Kia facility located along Wilgus Avenue between Superior Avenue and North Taylor Drive. PUD Zone

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Braden Schmidt, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

## ITEMS FOR DISCUSSION AND POSSIBLE ACTION

8. Presentation on the Planned Unit Development ordinance update.

City Administer Casey Bradley presented on the Planned Unit Development ordinance update.

9. Gen. Ord. No. 39-23-24 by Alderpersons Dekker, Salazar, and Mitchell amending the City's Planned Unit Development (PUD) process so as to streamline it and make it more user friendly. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Ryan Sazama, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

10. Application for Conditional Use with exceptions by JB Site Design and Engineer to construct a new indoor vehicle repair building at Bret's Towing located at 2233 South Business Drive. UC Zone.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

1. Prior to building permit issuance, 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, water, sewer, health, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Outdoor storage of materials, products or equipment shall be prohibited.
3. 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.).
4. All new lighting shall be installed per Section 105-932 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.
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. 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.
7. The applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit.
8. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
9. Dumpster(s) shall be screened and 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 dumpsters. Dumpster enclosure will be completed prior to issuance of an occupancy permit.
10. The applicant may not store any inoperable vehicles on the property.
11. Vehicle location shall not cause any type of pedestrian/vehicle conflict or safety issues.
12. In no instance shall the auto repair create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit.
13. Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance.

14. The Conditional use permit is approved if and only if the City of Sheboygan Department of City Development and/or Planning Commission approve the Certified Survey Map (CSM) reconfiguring lot lines and/or creating the parcel as proposed.
15. Building permits will only be issued at such time as the applicant can provide documentation from Sheboygan County that the CSM has been officially recorded.
16. 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 granted:

- To have a 5.85' rear yard setback
- To have 9 parking spaces

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

11. Preapplication Conference by HTT to construct a new addition located at 1828 Oakland Avenue. UI Zone.

Discussion was held about the HTT addition project.

12. Concept Plan by HTT to construct a new addition located at 1828 Oakland Avenue. UI Zone

Discussion was held about the HTT addition project.

13. R. O. No. 105-23-24 by City Clerk submitting an application for amendment of the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance for property located west of/and including 3512 Wilgus Avenue (Parcel Nos. 59281215833 and 59281215827). REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Jerry Jones, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

14. Gen. Ord. No. 37-23-24 by Alderperson Ramey amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located west of 3512 Wilgus Avenue - Parcel No. 59281215833 from Class Suburban Commercial (SC) to Class Suburban Commercial (SC) with PUD overlay Classification. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Jerry Jones, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

15. Gen. Ord. No. 38-23-24 by Alderperson Ramey amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located at 3512 Wilgus Avenue - Parcel No. 59281215827 from Class Suburban Commercial (SC) to Class Suburban Commercial (SC) with PUD overlay Classification. REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Jerry Jones, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

16. General Development Plan by Van Horn Properties of Sheboygan LLC to construct a new Van Horn Kia facility on parcels 59281215827 and 59281215833. PUD Planned Unit Development Zone.

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

17. Application for Precise Implementation Plan by Van Horn Properties of Sheboygan LLC, to construct a new Van Horn Kia facility located along Wilgus Avenue between Superior Avenue and North Taylor Drive. PUD Zone

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt

#### **NEXT MEETING**

18. February 27, 2024

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

#### **ADJOURN**

19. Motion to Adjourn

MOTION TO ADJOURN AT 4:22 PM.

Motion made by Ryan Sazama, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Jerry Jones and Braden Schmidt