

CITY PLAN COMMISSION AGENDA

August 23, 2022 at 4:00 PM

City Hall, 3rd Floor - Council Chambers, 828 Center Avenue, Sheboygan, WI

Persons with disabilities who need accommodations to attend this meeting should contact the Department of City Development, (920) 459-3377.

OPENING OF MEETING

- 1. Roll Call
- 2. Pledge of Allegiance
- 3. Identify potential conflict of interest

MINUTES

4. Approval of the Plan Commission minutes from August 9, 2022.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- 5. Application for Conditional Use with exceptions by Trinity Lutheran Church and School to install a new fence and new playground at 824 Wisconsin Avenue.
- 6. Application for Conditional Use Permit with exceptions by Consolidated Construction Company to construct and operate a new multi-tenant industrial warehouse at the southwest corner of Horizon Drive and S. Business Drive in the SouthPointe Enterprise Campus.

NEXT MEETING

7. September 13, 2022

ADJOURN

8. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall • Mead Public Library
Sheboygan County Administration Building • City's website

CITY OF SHEBOYGAN

CITY PLAN COMMISSION MINUTES

Tuesday, August 09, 2022

OPENING OF MEETING

MEMBERS PRESENT: Mayor Sorenson, Marilyn Montemayor, Ryan Sazama, and David Hoffman

MEMBERS EXCUSED: Alderperson Mitchell and Jerry Jones

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

OPENING OF MEETING

1. Roll Call

Chair 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 has a conflict of interest.

MINUTES

4. Approval of the Plan Commission minutes from July 26, 2022.

Motion Dave Hoffman, second by Marilyn Montemayor to approve. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Application for Conditional Use with exceptions by Hameister Architects, Inc. to renovate the existing facility and to install new site improvements at 1937 S. Business Drive.

Motion by Marilyn Montemayor, second by Dave Hoffman to approve with the following conditions:

- 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, hazardous materials, health, water, sewer, storm drainage, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
- 2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
- 3. Submittal/approval of a landscape plan prior to building permit issuance. Landscape plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Landscaping shall be installed prior to issuance of an occupancy permit.
- 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 Slatting (PDS) material in order to effectively screen and enclose the dumpster.
- 5. Outdoor storage of materials, products or equipment shall be prohibited (no soda machines, product displays for sale, equipment, etc.).
- 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.).

Item 4.

- All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zon 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. Proposed and future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs)
- 10. If the intent is to use the existing legal nonconforming pylon sign, the applicant shall work with staff to improve the overall look of the sign.
- 11. If the pylon sign is ever removed from the property, the applicant will be permitted a freestanding monument style sign.
- 12. Applicant shall not be able to have string lights, pennants or other various types of temporary signage.
- 13. Prior to issuance of an occupancy permit, all areas used for parking or maneuvering of vehicles shall be paved and all areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
- 14. Applicant shall meet the minimum-paving setback of five (5) feet to all property lines.
- 15. 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.
- 16. 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).
- 17. 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.).
- 18. 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.
- 19. All vehicles shall be located on the private property (paved parking lot) and shall not be located on any City streets, public rights-of-way, landscape areas, etc.
- 20. Applicant shall remove soda machine located in the front of the building.
- 21. Applicant shall remove pile of rock and debris located on the south side of the building.
- 22. Applicant shall remove temporary banner sign located on the north side of the building
- 23. Applicant shall remove the weeds, dead plant, etc. and properly maintain all landscape areas around the facility and site.
- 24. The applicant shall work with staff regarding the windows that are boarded up on the back/east side of the building provide a plan how this area is to be improved.
- 25. If the applicant proposes any type of exterior remodel/renovation to the building, City of Sheboygan Architectural Review Board approval is required prior to construction.
- 26. 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.
- 27. 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:

 From the locational landscaping requirements. Landscape Plan still required and required point must be met.

Item 4.

NEXT MEETING

6. August 23, 2022

ADJOURN

6. Motion to Adjourn

Motion by Dave Hoffman, second by Ryan Sazama to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4:05 p.m.

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use with exceptions by Trinity Lutheran Church and School to install a new fence and new playground at 824 Wisconsin Avenue. CC Zone

REPORT PREPARED BY: Steve Sokolowski, Manager of Planning and Zoning

REPORT DATE: August 19, 2022 **MEETING DATE:** August 23, 2022

FISCAL SUMMARY: STATUTORY REFERENCE:

Budget Line Item: N/A Wisconsin N/A

Budget Summary: N/A Statutes:

Budgeted Expenditure: N/A Municipal Code: N/A

Budgeted Revenue: N/A

BACKGROUND / ANALYSIS:

Trinity Lutheran Church and School is proposing to install a new fence and new playground at 824 Wisconsin Avenue. The applicant states:

- Trinity Lutheran School provides education to students grades 1-8. The property referred
 to in this request is the paved lot located on the East side of the school building. This lot
 currently serves as a playground for students and the current fence has a vehicle gate so
 the paved area can also be used for weekend parking.
- The lot has fencing that runs primarily along the East and South sides, with a small section
 on the South/West side providing pedestrian access and a small area on the back
 North/West section providing pedestrian access.
- Trinity Lutheran Church and School is proposing to replace the current six (6) foot fence around the playground/paved lot with an eight (8) foot tall fence with privacy screening along the South and East fencing.
- This proposal would remove the vehicle access gate and thus removing the ability to park on the lot. Instead, this entire area will be used as a playground.
- Along with replacing fencing, Trinity Lutheran will be remodeling the playground itself. The
 area that is currently covered in woodchips will be replaced with artificial surfacing to
 improve safety. A new playground structure will be installed, replacing the current structure
 that has peeling paint and faded surfaces. Additionally, we will add auxiliary equipment next
 to the structure to allow for more students to play at a time.

• The blacktop area will be completely repaved. Currently, the broken, uneven pavement poses a safety hazard and is an eyesore. A half-court basketball court, four-square courts, and a small track will be painted onto the surface, and a Gaga ball pit will be installed in the South/East corner. Playground updates are to improve both safety and appearance.

The purpose of this project is twofold:

1. Primarily, our concern is student <u>safety</u>. Our location downtown is incredibly beneficial, but it also means we must exercise caution. We hope to deter scaling the fence by increasing the height. Increasing the fence height also decreases the frequency of playground balls going over the fence into our neighbor's alley way or the street. This improves safety and reduces inconveniencing our neighbors.

Additionally, we aim to add privacy screening to keep our children out of sight. We have had incidents with individuals standing outside of our fence watching our students during recess (not casually walking past, but stopping and watching for extended periods). Some of these incidents have been unsettling for our teachers and students and had to be resolved by calling local authorities.

Finally, we are removing the vehicle gate on the South end of the playground, which currently allows for easy access to the property since it does not lock. We will have a locked pedestrian entrance instead.

2. The secondary purpose is <u>aesthetic</u>. We would like to install a black fence instead of a gray chain link. Additionally, the privacy screen will give the illusion of a smooth surface, resulting in an overall sleeker look to the property. The current space is an utter eye sore, so the playground needs to be updated as well. We plan to resurface the area, remove the woodchips in exchange for artificial surfacing, and replace the play structure. All of these changes together will give the space a much more appealing look. Improved fencing is the first step.

STAFF COMMENTS:

The applicant indicates that when the new fence is installed there will no longer be a gate permitting parking in the playground area. Therefore, staff will be requiring a condition of approval that the existing driveway on Wisconsin Avenue be closed to standard City specifications (curb, gutter, etc.).

A couple of questions the Plan Commission may want the applicant to address include:

- The fence is proposed to be black chain link. Will the black screening material be privacy decorative slatting or mesh?
- The applicant states that the area will no longer be used for parking so it appears there will be no off-street parking. Since this lot is no longer available, where will visitors park?
- Will the applicant be removing the arbor vitae landscaping currently located on the south side of the playground where the fence is to be installed? If the landscaping is to remain, will the fence be located behind the landscaping like the fence is today?

The applicant is requesting the following exception:

 To install an 8-foot-tall fence – Maximum fence height is six (6) feet tall along street frontage and property lines.

Applicant discusses school and playground safety concerns and is proposing to install a black vinyl fence with decorative slatting which is important especially along the very visible Wisconsin Avenue Street frontage.

ACTION REQUESTED:

Staff recommends approval of the conditional use permit and exception subject to the following conditions:

- 1. The applicant shall obtain all licenses/permits as well as meet all required codes.
- 2. Fence shall be installed per Section 15.720(3)(c) of the City Zoning Ordinance.
- 3. The fence to be installed will be black in color (chain link, posts and screening materials).
- 4. The maximum height of the fence will be eight (8) feet tall (top of fence to grade).
- 5. The applicant shall install and maintain the privacy decorative slatting and/or mesh material as designed. If there are any issues with the screening material of the fence being damaged and/or in disrepair, the applicant will have 30 days to address/fix the issue.
- 6. Absolutely no portion of the site improvements shall cross the property line.
- 7. Applicant will provide adequate access along the streets and private properties and will take all appropriate actions to minimize the time period that these areas are closed/affected.
- 8. The existing access drive on Wisconsin Avenue that will no longer be used shall be removed and the former driveway shall be closed and improved to standard City specifications (replace with curb, gutter, etc.).
- 9. 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 street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
- 10. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

ATTACHMENTS:

Conditional Use Permit Application and required attachments.

PARCEL NO.	
MAP NO	
ZONING CLASSIFICATION:	

Office Use Only	Ite	m 5.
APPLICATION/FILE NO		
REVIEW DATE:		

FILING FEE: \$250.00 (Payable to City of Sheboygan)

	CITY OF SHEBOYGAN APPLICATION FOR CONDITIONAL USE PERMIT Requirements Per Section 15.905 Revised May 2018
208 to ((pa	mpleted application is to be filed with the Department of City Development, 828 Center Avenue, Suite 8. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 ayable to the City of Sheboygan) is not submitted along with a complete and legible application. plication filing fee is non-refundable.
1.	APPLICANT INFORMATION
	APPLICANT: Trinity Lutheran Church and School
	APPLICANT: Trinity Lutheran Church and School_ ADDRESS: 824 Wisconsin Ave. E-MAIL: Coeske @ toning shebougan org
	PHONE: (920) 458 8248 FAX NO. ()
2.	DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT
	NAME OF PROPOSED/EXISTING BUSINESS: Trinity Luthern Church and school
	ADDRESS OF PROPERTY AFFECTED: 824 Wisconsin Ave.
	LEGAL DESCRIPTION: Church and School property
	BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: Weekly Church
	Services and 1st-8th grade school
	DETAILED DESCRIPTION OF PROPOSED OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: No Changes to existing
	Use apart from removing parking capabilities.
	BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: Change in fence height from
	The addition of privacy screening on the South and East 8
	The addition of privacy screening on the South and East 8

3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

4.

5.

Jenna Roeske PRINT ABOVE NAME

Written justification for the proposed condition applicant believes the proposed conditional use	
How is the proposed conditional use (independent the purposes, goals, objectives, policies and comprehensive Master Plan? New fencing Pleasing Comprehensive from gray chair Does the conditional use, in its proposed location adverse impact on nearby property the characters.	standards of the City of Sheboygan Will be aesthetically Link) and will increase child safety on, result in any substantial or undue
traffic, parking, public improvements, public pro	perty or rights-of-way? NO
How does the proposed conditional use maintain uses in relation to the setting within which the proposed in the setting within which the setting within which the proposed in the setting within which the setting within which the setting within which the setting within which within which the setting within which	ea that will be adequately served by
NAMES AND ADDRESS (Indicate N/A for "Not A)	oplicable" items)
OWNER OF SITE: NA	
ADDRESS:	E-MAIL:
ARCHITECT: NA	
ADDRESS:	E-MAIL:
CONTRACTOR: Jos. Schmitt	
ADDRESS: 2104 Union Ave.	E-MAIL: Sochmitte jschmittice
CERTIFICATE	
I hereby certify that all the above statements a true and correct to the best of my knowledge and the statements are true and correct to the best of my knowledge are	

Item 5.

Existing Use

The current building and property are a church and school (the buildings are attached as one unit). The school provides education to students in 1st through 8st grade. The property referred to in this request is the paved lot located on the East side of the school building. This lot currently houses the playground structure, and the current fence has a vehicle gate, so the paved area can also be used for weekend parking. The lot has fencing that runs primarily along the East and South sides, with a small section on the South/West side providing pedestrian access and a small area on the back North/West section providing pedestrian access. (See included photos, including aerial view).

Proposed Improvements

We are requesting an exception/variance to be permitted so that we can install an 8ft fence on this property. We propose replacing the current 6ft fence around the playground/paved lot with an 8ft fence. This would remove the vehicle access gate and thus the ability to park on the lot. Instead, this entire area will be used as a playground. We would add a privacy screen along the South and East fencing. (See images at the end of the document for fencing and privacy screen options.)

Along with replacing fencing, we will be remodeling the playground itself (see included document with layout). The area that is currently covered in woodchips will be replaced with artificial surfacing to improve safety. A new playground structure will be installed, replacing the current structure that has peeling paint and faded surfaces. Additionally, we will add auxiliary equipment next to the structure to allow for more students to play at a time. The blacktop area will be completely repaved. Currently, the broken, uneven pavement poses a safety hazard and is an eyesore. A half-court basketball court, four-square courts, and a small track will be painted onto the surface, and a Gaga ball pit will be installed in the South/East corner. Playground updates are to improve both safety and appearance.

Rationale and Benefit

The purpose of this project is twofold. Primarily, our concern is student safety. Our location downtown is incredibly beneficial, but it also means we must exercise caution. We hope to deter scaling the fence by increasing the height. Increasing the fence height also decreases the frequency of playground balls going over the fence into our neighbor's alley way or the street. This improves safety and reduces inconveniencing our neighbors. Additionally, we aim to add privacy screening to keep our children out of sight. We have had incidents with individuals standing outside of our fence watching our students during recess (not casually walking past, but stopping and watching for extended periods). Some of these incidents have been unsettling for our teachers and students and had to be resolved by calling local authorities. Finally, we are removing the vehicle gate on the South end of the playground, which currently allows for easy access to the property since it does not lock. We will have a locked pedestrian entrance instead.

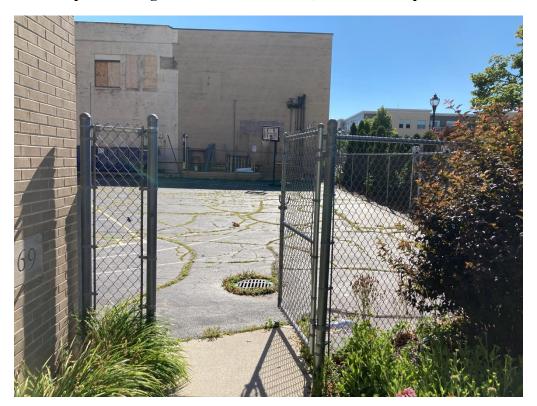
The secondary purpose is aesthetic. We would like to install a black fence instead of a gray chain link. Additionally, the privacy screen will give the illusion of a smooth surface, resulting in an overall sleeker look to the property. The current space is an utter eye sore, so the playground needs to be updated as well. We plan to resurface the area, remove the woodchips in exchange for artificial surfacing, and replace the play structure. All of these changes together will give the space a much more appealing look. Improved fencing is the first step.

Site Plan and Images

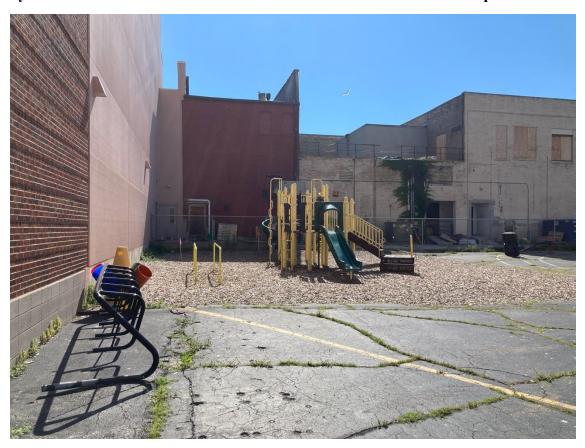
Please see included document for a complete survey of the property. The highlighted area indicates fence placement. We are not proposing any new areas of fencing, only replacing old fencing. Additionally, included is a mock-up of the further playground improvements, along with some description. All blacktop areas would be repaved. Please see photos below of the current fencing and the proposed fencing.

Current Fencing Photos

Current pedestrian gate on South/West end; this will be replaced with 8' fencing, but still have a gate.



North end of the playground, which shares a wall with the Weill Center; note that fencing reaches all the way to the wall of the Weill Center. This whole section would also be replaced with 8' fencing.



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View of the East end of the lot. The fence is on our property line next to the alleyway. This full fence would be replaced with 8' fence. Increasing the fence height would avoid playground balls in the alley.

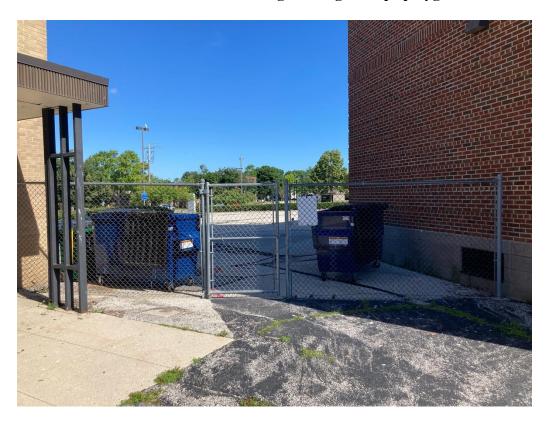


View of the South end of the lot with current vehicle access; the vehicle gate would be removed and the fence height increased to 8'. Increasing the fence height keeps playground balls out of the street.

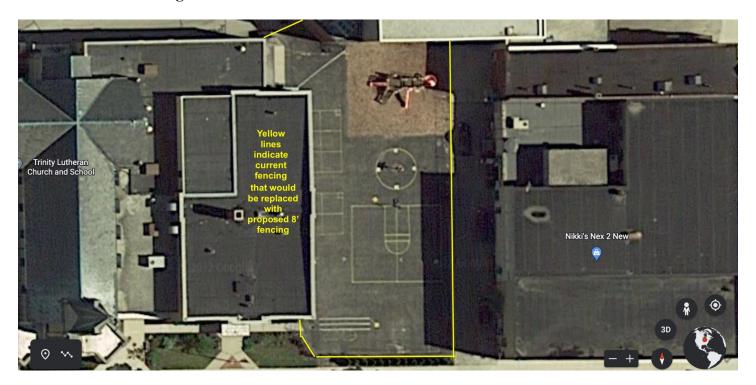


Item 5.

View of the North/West pedestrian access. This fencing would be replaced with 8' fencing. Pedestrial access would be maintained. Increasing the height keeps playground balls out of the parking lot.



Aerial view with fencing marked

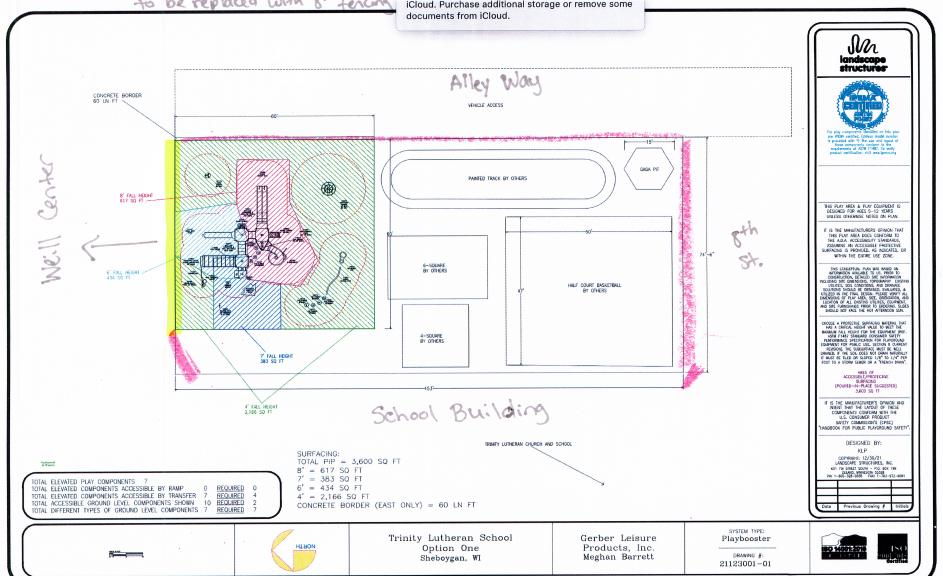


Proposed Fencing and Privacy Screen to replace current fencing (NO additional fencing proposed)

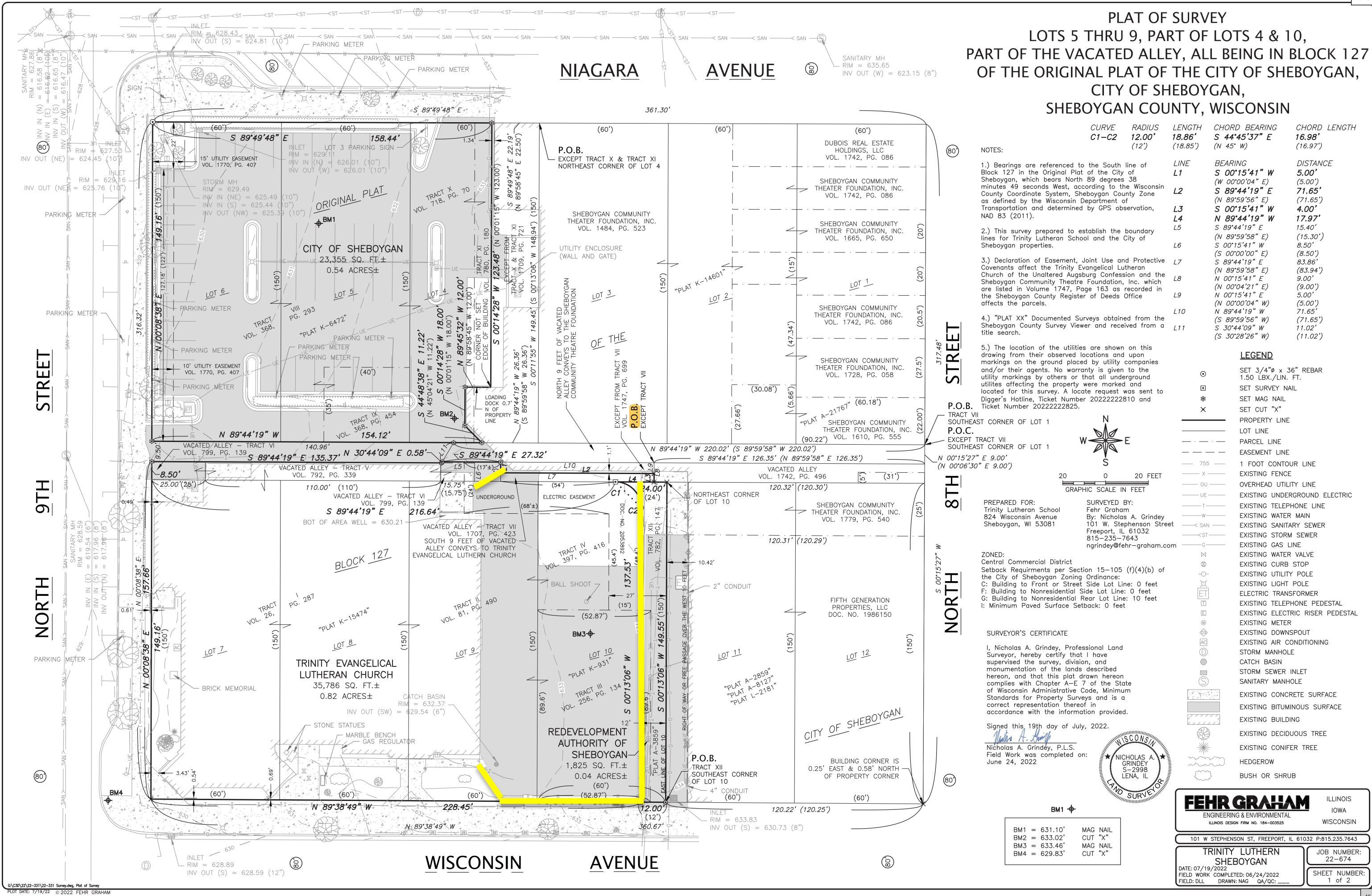




current = fencing location * Green area will be artificial Surfacing to be replaced with 8' fencing icloud. Purchase additional storage or remove some





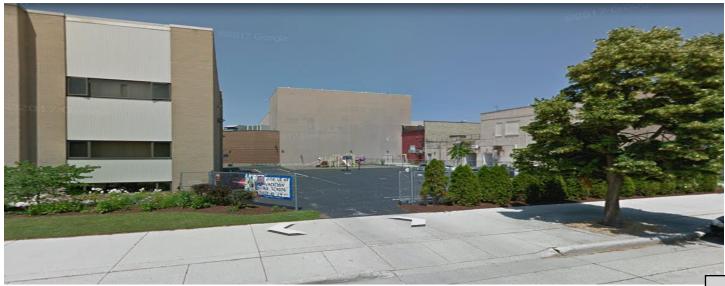








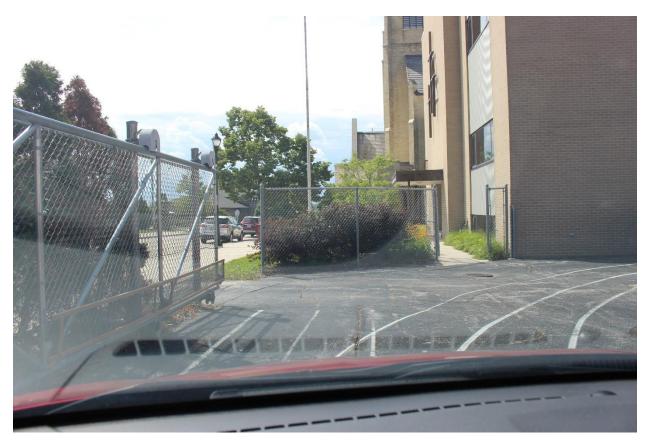






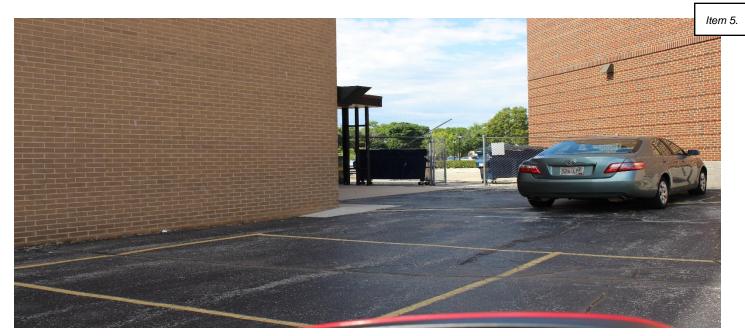




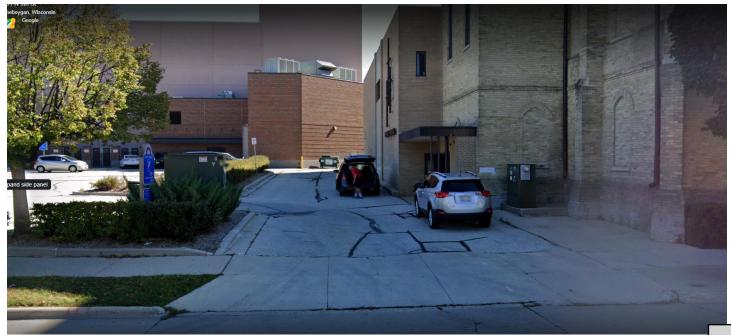












CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use Permit with exceptions by Consolidated Construction Company to construct and operate a new multi-tenant industrial warehouse at the southwest corner of Horizon Drive and S. Business Drive in the SouthPointe Enterprise Campus. SI Zone

REPORT PREPARED BY: Steve Sokolowski, Manager of Planning and Zoning

REPORT DATE: August 19, 2022 MEETING DATE: August 23, 2022

FISCAL SUMMARY: STATUTORY REFERENCE:

Budget Line Item: N/A Wisconsin N/A

Budget Summary: N/A Statutes:

Budgeted Expenditure: N/A Municipal Code: N/A

Budgeted Revenue: N/A

BACKGROUND / ANALYSIS:

Consolidated Construction Company is proposing to construct and operate a new multitenant industrial warehouse at the southwest corner of Horizon Drive and S. Business Drive in the SouthPointe Enterprise Campus. The applicant states the following:

- The site is part of the SouthPointe Enterprise Campus and is currently a grassed meadow
 with a small portion to the south that was previously a single-family residence (City
 recently purchased and annexed this former Town of Wilson single-family property for
 additional development opportunities since it was located right in the middle of the
 SouthPointe Enterprise Campus).
- The SouthPointe Enterprise Campus was chosen for its visibility and ease of access to major roads (S. Business Drive, I-43, etc.) and geographic location within the state.
- The proposed development consists of a multi-tenant warehouse that will be constructed in two 100,000 square foot phases.
- Phase I will consist of three (3) units that are planned to be rented to businesses warehousing and/or manufacturing.
- The building will be one-story with a maximum ridge height of 35'-0" above grade.

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- Each unit includes three (3) semi-trailer docks and approximately 23 parking stalls (tot of 68 stalls).
- There will be a single paved access drive along the west end of the site linking with Horizon Dr. which will provide semi-trailer access south of the warehouse and customer/employee access to the north parking lot.
- The entire site will be graded such that developed storm water runoff will be drained to the SouthPointe stormwater detention basin north of Horizon Dr. Stormwater by-pass swales have also been designed to adequately convey "upstream" runoff from the business park around the developed area to also drain to the stormwater detention basin.
- Both public sanitary sewer and public water main are available within Horizon Dr. and will be extended into the property.

Specific site improvements include:

- The proposed warehouse will be 100,000sf (280 x 360) in size.
- 75 parking spaces are proposed.
- The applicant is proposing one (1) driveway connection to Horizon Drive.
- There will be several dumpster enclosures included as part of this project.
- The development will include the installation of new stormwater piping and fixtures that will tie into the existing storm water pond to the north of the proposed building location.
- Landscaping, lighting and storm water will be provided in accordance with the City ordinance.

The applicant states the following about the structure and architecture:

- The new warehouse will be 100,000sf (280 x 360). There is likely to be an addition to the east of similar size in the future.
- The project wants to present an attractive but efficient look. Materials selected are a combination of materials that are required by the City with the intent to provide an affordable space for our tenants.
- Materials are described on each elevation view and are predominantly prefinished metal
 panels with concealed fasteners. The dominate vertical metal panels are an off white, the
 horizontal panels are blue and the split-faced block veneer will be tan as shown on the
 north elevation.
- The minimal intent for the future east expansion would be to repeat the current east elevation materials and colors. It is hard to say for sure what a future tenant needs or desires will be for this elevation. It may very well be an enhanced elevation with more masonry and windows. The future intended interior use will drive the material and color selections.

STAFF COMMENTS:

The Plan Commission may want to have the applicant address:

- Does the applicant have any proposed tenants at this time?
- What type of tenants will likely make use of this facility?
- Timing of construction? Timing of future construction?

The applicant shows conceptual signage and no other sign information. Applicant shall work with staff with regards to constructing a well-designed sign package for the site that utilizes colors and materials similar to the building and meet the Sheboygan Business Center Protective Covenants (individual letter signs). Staff may bring the proposed signage design back to the Plan Commission if there any concerns.

The applicant is requesting the following variances:

Requesting to have 68 parking stalls – The minimum number of parking stall required is
 75 (1 per each employee on the largest work shift).

The City requires one (1) space per each employee on the largest work shift. The owner is expecting to have up to 25 employees per tenant (3 total tenants x 25 employees = 75 parking spaces). The current site plan only has 68 parking stalls available which is seven (7) stalls short. There currently are no tenants or buyer to confirm the number of employees on the largest work shift so this is based off of an estimated number of employees.

• Requesting a variance from the locational landscaping requirements - Applicant shall meet the four (4) locational landscaping requirements.

ACTION REQUESTED:

Staff recommends approval of the conditional use permit and exceptions subject to 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 building, plumbing, electrical, HVAC, fire, water, sewer, storm drainage, health, hazardous materials, State of Wisconsin DNR, 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. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire department, etc.).
- 3. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
- 4. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
- 5. Submittal/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.
- 6. If proposing fencing/retaining walls, fencing/retaining walls shall be installed per Section 15.720(3)(c) of the City Zoning Ordinance. Applicant shall submit proposed fence to staff for review. If staff has any concerns with proposed signage design, the matter may be

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brought back to the Plan Commission for their consideration. Applicant shall obtain necessary permits prior to installation.

- 7. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility and shall be completed prior to issuance of an occupancy permit.
- 8. Outdoor storage of materials, products or equipment shall be prohibited.
- 9. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, generators, etc.).
- 10. All new lighting shall be installed per Section 15.707 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.
- 11. 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.
- 12. The proposed signage shall meet the City of Sheboygan Zoning Ordinance and the SouthPointe Enterprise Campus Protective Covenants. All signage must be submitted to and reviewed/approved by the City of Sheboygan Architectural Review Board.
- 13. Applicant shall be permitted to install individual letter signs no cabinet or panel signs.
- 14. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet. Sign shall be located outside of the 15-foot vision triangle.
- 15. All areas used for parking/maneuvering of vehicles and any outdoor storage areas shall be paved (no gravel permitted). Applicant shall meet the minimum required paving setback of 50 feet to front/street and 25 feet to side and rear for all new areas to be paved.
- 16. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
- 17. 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.
- 18. The parking lot and drives shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts. The site shall be curbed.
- 19. 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.
- 20. 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, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
- 21. 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.).
- 22. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
- 23. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.

Item 6.

- 24. All vehicles, equipment, materials, products, etc. shall be located on the applical property (no storage on public rights-of-way).
- 25. 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.
- 26. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Water Utility.
- 27. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, etc.
- 28. If applicant leases space to tenants, the tenants shall obtain all necessary land use (conditional use, etc.) and building approvals/permits prior to occupancy for these initial and future Phase 2 tenant spaces (multi-tenant industrial facility).
- 29. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design.
- 30. Applicant shall meet all of the SouthPointe Enterprise Campus Protective Covenants.
- 31. Building permits shall be issued only at such time as the applicant can provide documentation that they own the parcel.
- 32. 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 application reflecting those amendments.

ATTACHMENTS:

Conditional Use Permit Application and Attachments

5

PARCEL NO.	
MAP NO	
ZONING CLASSIFICATION:	

Office Use Only	Item 6.
APPLICATION/FILE NO	
REVIEW DATE:	

FILING FEE: \$250.00 (Payable to City of Sheboygan)

CITY OF SHEBOYGAN APPLICATION FOR CONDITIONAL USE PERMIT

Requirements Per Section 15.905 Revised May 2018

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

1. APPLICANT INFORMATION

APPLICANT: Consolidated Construction Co., Inc.

ADDRESS: 4300 N. Richmond St. Appleton, WI 54913

E-MAIL: baubrey@1call2build.com

PHONE: (920) 882-2524 FAX NO. N/A

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: Consolidated Construction Co., Inc.

ADDRESS OF PROPERTY AFFECTED: SW Corner of Horizon Drive & South Business Drive (no address established yet)

LEGAL DESCRIPTION:

PART OF LOT 3 OF A CERTIFIED SURVEY MAP RECORDED IN VOLUME 28 ON PAGES 322 TO 330 AS DOCUMENT 2061658 PLUS ADDITIONAL UNPLATTED LANDS ALL BEING LOCATED IN PARTS OF THE NE 1/4 OF THE SW 1/4, THE SE 1/4 OF THE SW 1/4, THE NW 1/4 OF THE SE 1/4, AND THE SW 1/4 OF THE SE 1/4 OF SECTION 9, TOWNSHIP 14 NORTH, RANGE 23 EAST, CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN. (DRAFT by City of Sheboygan)

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: See attached narrative for conditional use permit and architectural review applications.

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: See attached narrative for conditional use permit and architectural review applications.

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: See attached narrative for conditional use permit and architectural review applications.

3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

Written justification for the proposed conditional use, indicating reasons why the applicant believes the proposed conditional use is appropriate.

How is the proposed conditional use (independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Sheboygan Comprehensive Master Plan? See attached narrative for conditional use permit and architectural review applications.

Does the conditional use, in its proposed location, result in any substantial or undue adverse impact on nearby property the character of the neighborhood, environment, traffic, parking, public improvements, public property or rights-of-way? See attached narrative for conditional use permit and architectural review applications.

How does the proposed conditional use maintain the desired consistency of land uses in relation to the setting within which the property is located? See attached narrative for conditional use permit and architectural review applications.

Is the proposed conditional use located in an area that will be adequately served by utilities, or services provided by public agencies? If not, please explain. See attached narrative for conditional use permit and architectural review applications.

SITE NARRATIVE - CONDITIONAL USE APPLICATION

August 3, 2022

PROJECT NAME AND ADDRESS

Multi-Tenant Warehouse SW Corner of Horizon Dr. and S. Business Dr. Sheboygan, Wisconsin 53081

PARCEL INFORMATION/SITE DATA/LEGAL DESCRIPTION

- PART OF LOT 3 OF A CERTIFIED SURVEY MAP RECORDED IN VOLUME 28 ON PAGES 322 TO 330 AS DOCUMENT 2061658 PLUS ADDITIONAL UNPLATTED LANDS ALL BEING LOCATED IN PARTS OF THE NE 1/4 OF THE SW 1/4, THE SE 1/4 OF THE SW 1/4, THE SE 1/4 OF THE SE 1/4 OF THE SE 1/4 OF SECTION 9, TOWNSHIP 14 NORTH, RANGE 23 EAST, CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN. (DRAFT by City of Sheboygan)
- The entire lot area is 14.7 acres.

ZONING CLASSIFICATION/ZONING REQUIREMENTS

- SI-Suburban Industrial
- Setbacks based on South Pointe Enterprise Campus covenants

50-foot front yard setback (Horizon Dr.)

25-foot interior side yard setback (water tower)

50-foot street yard setback (S. Business Dr.)

25-foot rear yard setback (south)

(1) off-street parking spaces per employee on largest work shift

(35)-foot maximum building height

EXISTING SITE CONDITIONS/LAND USE

• The site is part of the South Pointe Enterprise Campus. Currently the site is predominately a grassed meadow with a small portion to the south that was a single-family residence, which has since burned down. No portion of the proposed property boundary overlaps the house's previous footprint.

PROPOSED LAND USE/LOT COVERAGE SITE DATA

- The proposed development consists of one multi-tenant warehouse that will be constructed in two 100,000 square foot phases.
- Phase I will consist of three units that are planned to be rented to businesses warehousing and/or manufacturing.
- The building will be one story with a maximum ridge height of 35'-0" above grade.
- Each unit includes three semi-trailer docks and approximately 23 parking stalls (total of 68 stalls).
- There will be a single paved access drive along the west end of the site linking with Horizon Dr. which will provide semi-trailer access south of the warehouse and customer/employee access to the north parking lot.
- The entire site will be graded such that developed storm water runoff will be drained the South Pointe stormwater detention basin north of Horizon Dr. Stormwater by-pass swales have also been designed to adequately convey "upstream" runoff from the business park around the developed area also draining to the stormwater detention basin north of Horizon Dr.
- Both public sanitary sewer and public water main are available within Horizon Dr. and will be extended
 into the property.

Proposed pavement area
 Proposed building footprint
 Proposed green space
 81,103 square feet (13-percent of total lot)
 100,710 square feet (16-percent of total lot)
 458,519 square feet (72-percent of total lot)

Consolidated Construction: Multi-Tenant Warehouse Site Narrative Page 2 of 2 July 29, 2022

Tenant 'A' Tenant 'B' Tenant 'C' 33,051 square foot building footprint
 33,237 square foot building footprint
 32,656 square foot building footprint

SITE SELECTION

- South Pointe Enterprise Campus was chosen for ease of access to major roads as well as geographic location within the state.
- The site within South Pointe was selected due to having good visibility and access from S. Business Dr.

LANDSCAPE REQUIREMENTS

 Landscape plan to comply with the requirements of Section 15.6 and the subsequent point values defined for all four landscape point criteria (Building Foundation, Developed Lot, Lot Frontage and Pavement).

PERFORMANCE STANDARDS/POTENTIAL NUISANCES

 Performance standards to comply with City of Sheboygan Zoning Ordinance, Section 15-7 to ensure this development will not become a nuisance to neighboring residential property owners.

SITE LIGHTING

• Site lighting will be submitted once a contractor is selected and a photometric plan can be produced.

ARCHITECTURE

• See attached documents.

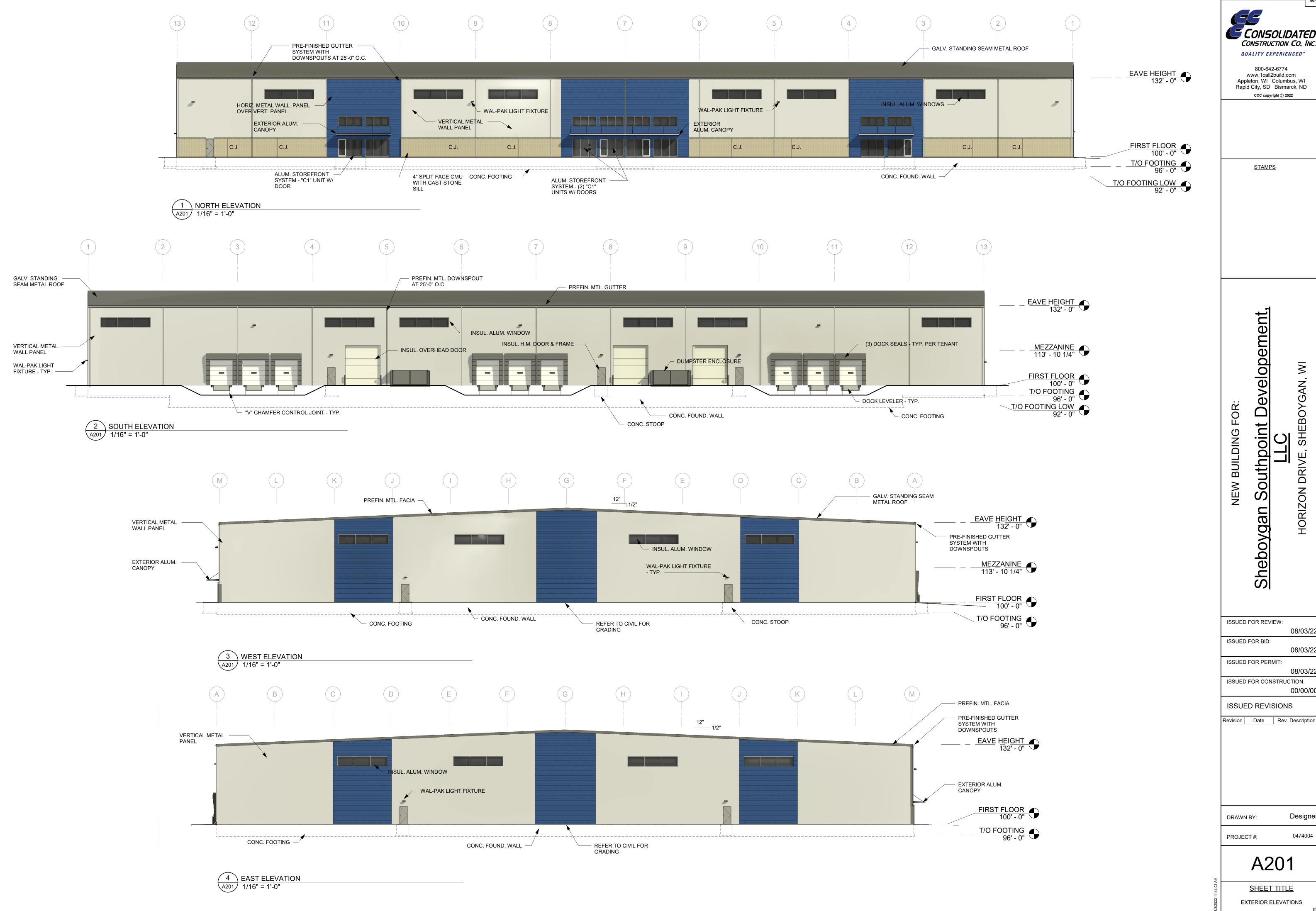
VARIANCE REQUEST/VARIANCE DESCRIPTION

- (2) Total Variances to be requested:
 - 1. Minimum Parking Count Variance
 - 2. Landscaping Locational Variance
 - 1. Minimum Parking Count Variance

The City requires one space per each employee on the largest work shift. The owner is expecting to have up to 25 employees per tenant (3 total tenants); however, there is currently no renter or buyer to confirm the number of employees on the largest work shift. The current site plan only has 68 parking stalls available. Assuming 75 employees for the whole Phase I building working on the same shift the site will be 7 stalls short.

2. Landscaping Locational Variance

The City's landscaping ordinance requires landscaping features be located in certain areas based on certain dimensions of the proposed development (street frontage, building foundation, paved area, etc.). The owner is requesting a landscaping locational variance as a precautionary measure because the landscaping plan is not yet ready for City review.



Item 6. CONSOLIDATED CONSTRUCTION CO., INC. QUALITY EXPERIENCEDS 800-642-6774 www.1call2build.com Appleton, WI Columbus, WI Rapid City, SD Bismarck, ND CCC copyright © 2022

<u>STAMPS</u>

Developement SHEBOY uthpoint Sol

ISSUED FOR REVIEW: 08/03/22 ISSUED FOR BID: 08/03/22

08/03/22 ISSUED FOR CONSTRUCTION:

00/00/00

Designer

0474004 PROJECT #:

A201

SHEET TITLE **EXTERIOR ELEVATIONS**

INITIAL SHEET DESIGNED AS 24x36 LAYOUT, ANY OTHER REPRODUCED SIZE IS NOT TO SCALE



NORTHWEST CORNER

NORTHEAST CORNER

Southpoint Developement

QUALITY EXPERIENCEDSM

800-642-6774 www.1call2build.com Appleton, WI Columbus, WI Rapid City, SD Bismarck, ND

<u>STAMPS</u>

ISSUED FOR REVIEW: 08/03/22 ISSUED FOR BID:

ISSUED FOR PERMIT: 08/03/22

ISSUED REVISIONS

ISSUED FOR CONSTRUCTION: 00/00/00

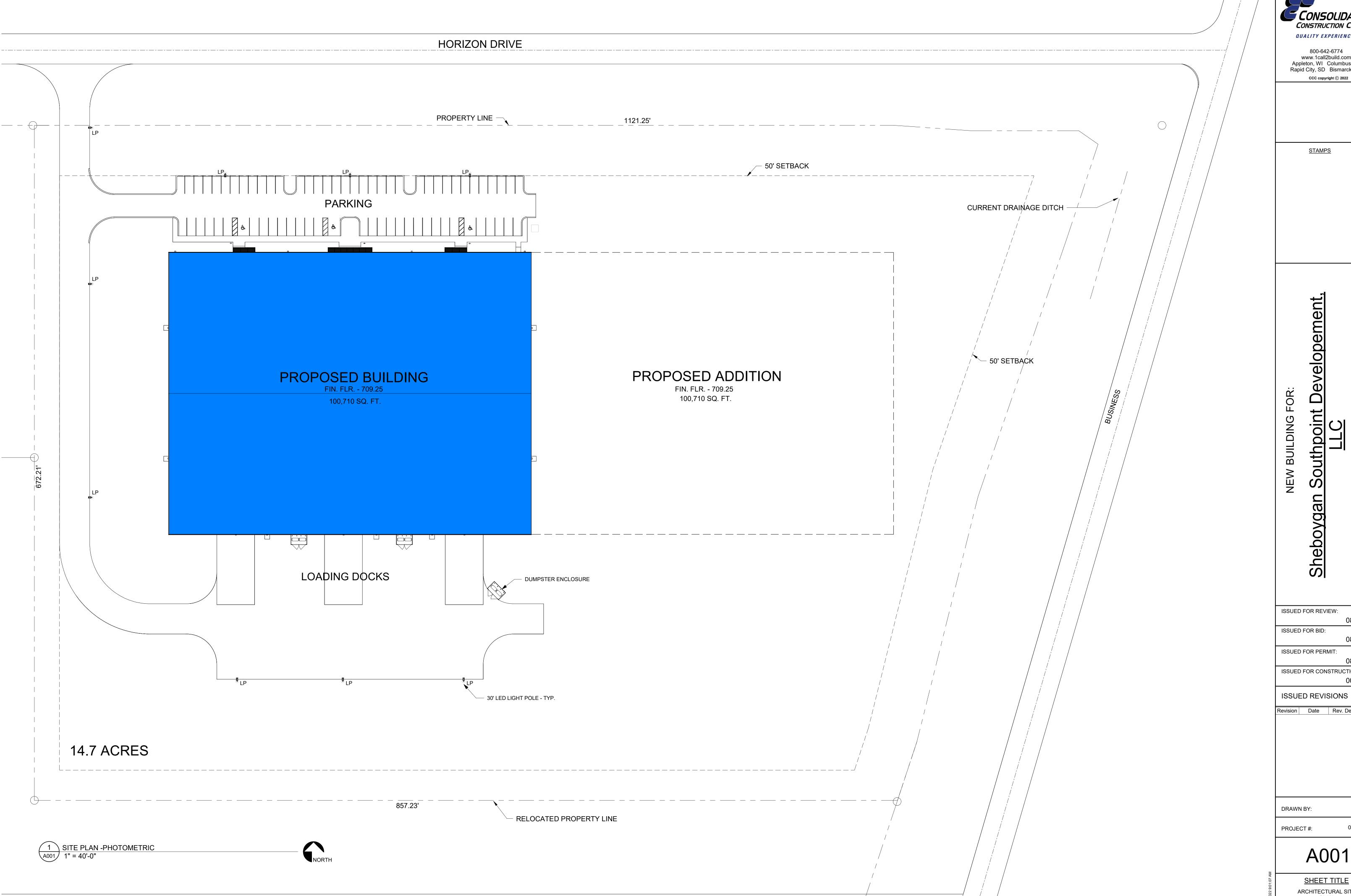
Revision Date Rev. Description

Designer DRAWN BY:

PROJECT #: 3D

> SHEET TITLE 3D VIEWS

SOUTHEAST CORNER



QUALITY EXPERIENCEDSM

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<u>STAMPS</u>

Developement Sou

ISSUED FOR BID:

ISSUED FOR PERMIT:

ISSUED FOR CONSTRUCTION:

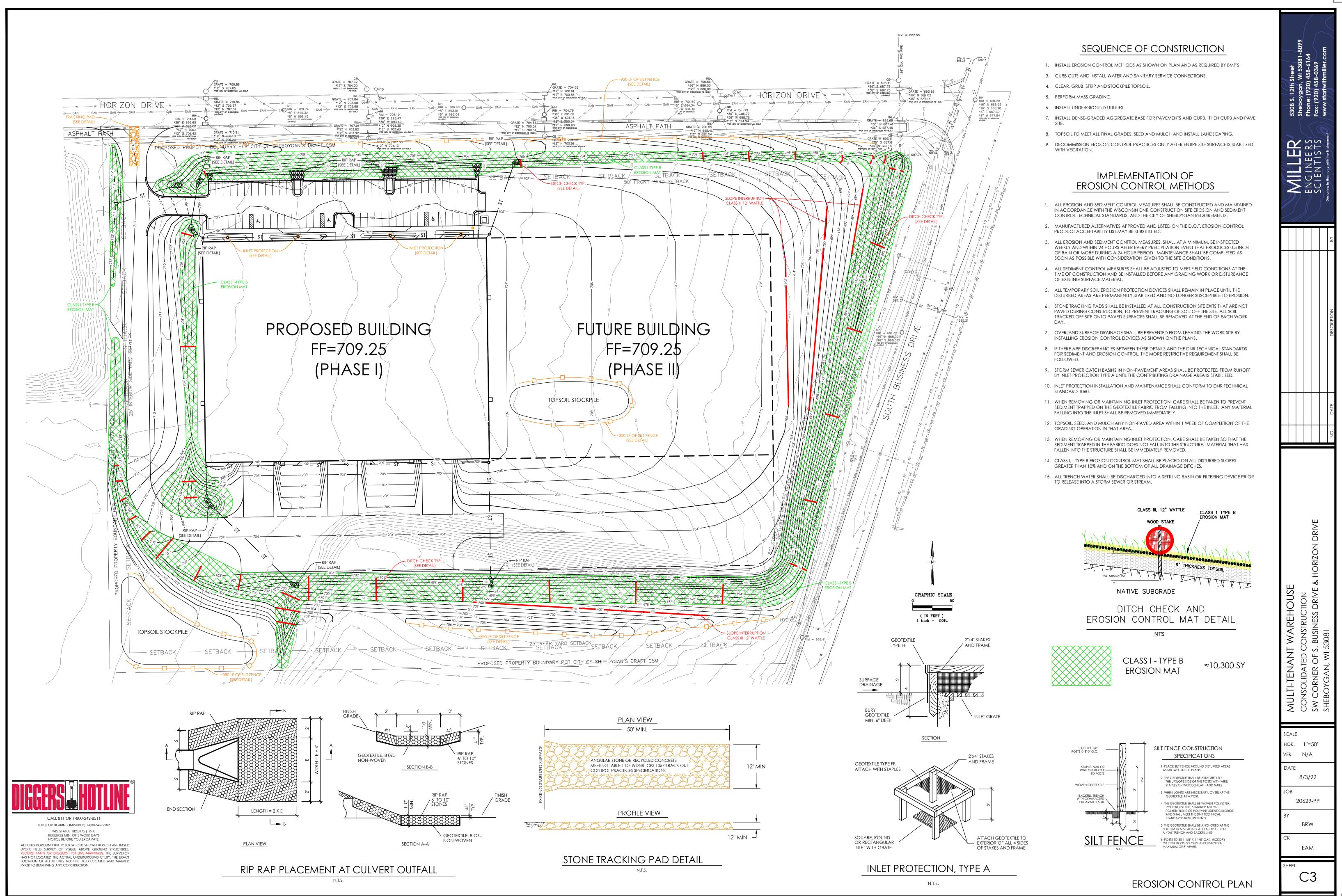
Revision Date Rev. Description

PROJECT #:

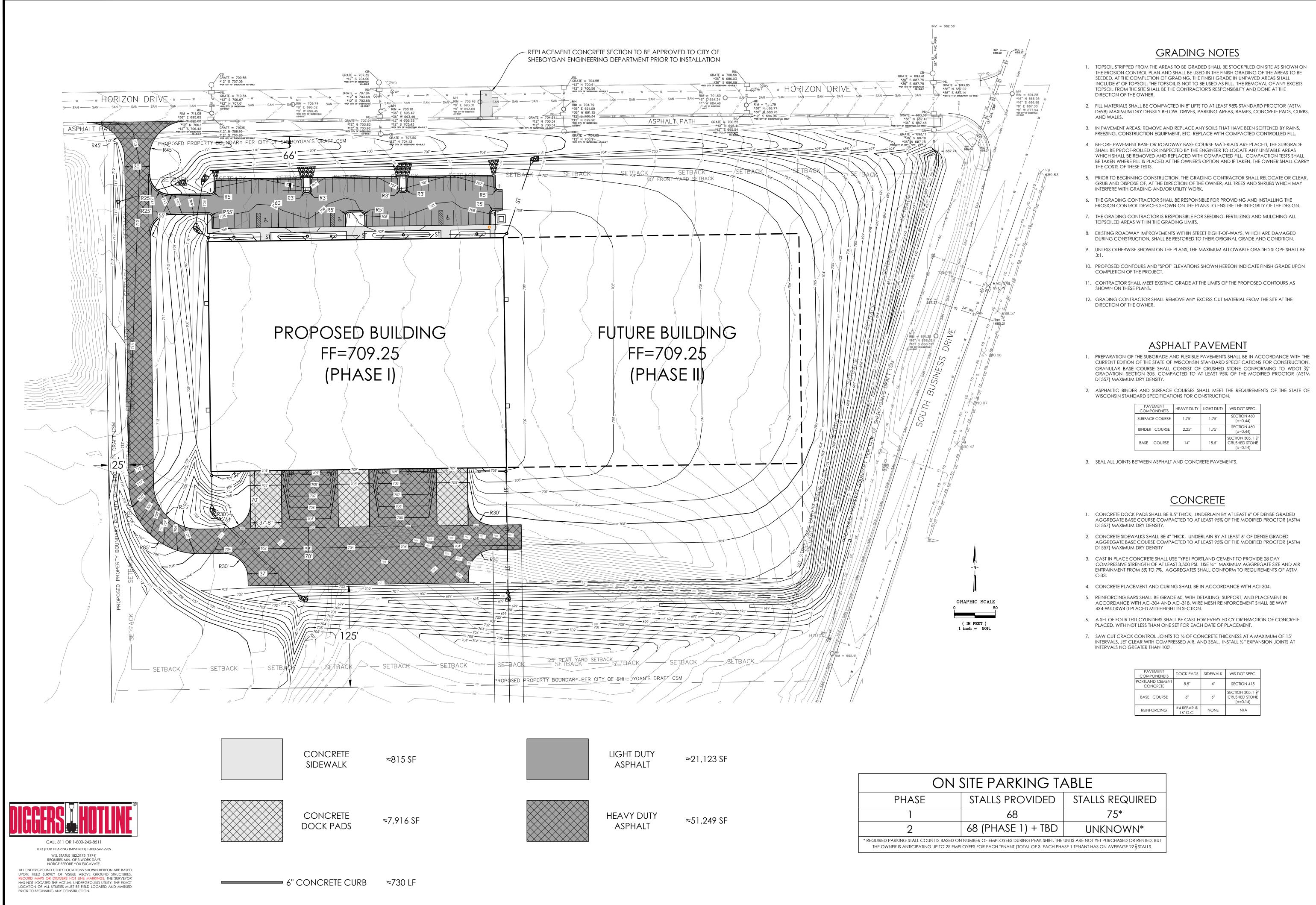
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SHEET TITLE ARCHITECTURAL SITE

INITIAL SHEET DESIGNED AS 24x36 LAYOUT, ANY OTHER REPRODUCED SIZE IS NOT TO SCALE



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SITE AND PAVING PLAN

<u>C</u>5

WAREHOUSE SONSTRUCTION

SCALE

HOR. "=50" VER. N/A

8/3/22

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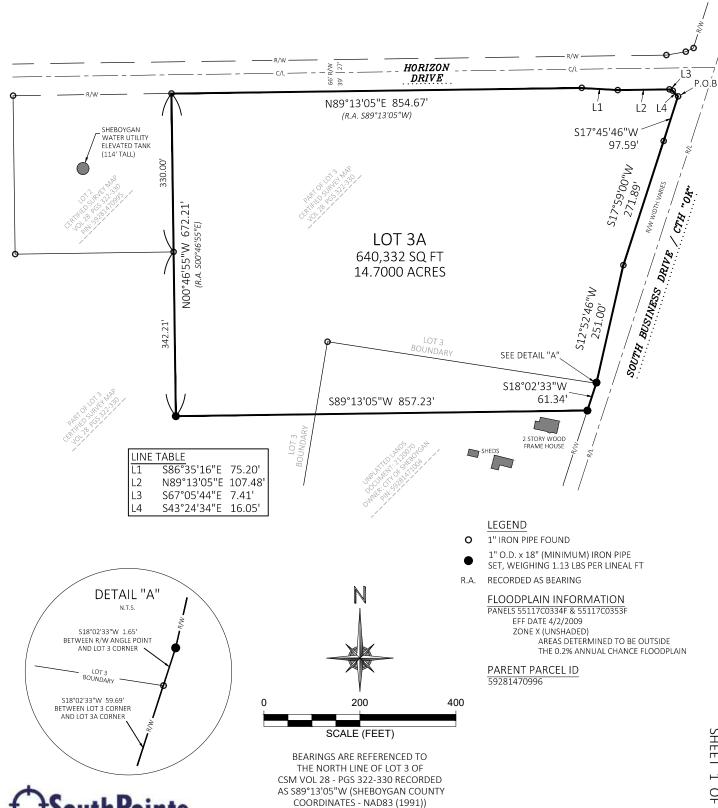
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CERTIFIED SURVEY MAP

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CITY OF SHEBOYGAN **PUBLIC WORKS** City of Sheboygan Department of Public Works Engineering Division 2026 New Jersey Avenue Sheboygan, WI 53081

Only if the surveyor's signature or stamp is only it the sarveyor's signature or stamp in RED is this an original copy. Anything other than an original copy may contain unauthorized alterations to the original. The surveyor accepts no responsibility for non-original copies of this document.











