



# ARCHITECTURAL REVIEW BOARD AGENDA

**May 29, 2024 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. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the City Development Department at 920-459-3377 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## OPENING OF MEETING

1. Roll Call
2. Pledge of Allegiance
3. Identify Potential Conflict of Interest

## MINUTES

4. Approval of minutes from the May 13th, 2024 meeting.

## ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Exterior remodel of the Birchwood Apartments located at 3430 and 3434 S 12<sup>th</sup> St.

## NEXT MEETING

6. June 10, 2024

## ADJOURN

7. 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****ARCHITECTURAL REVIEW BOARD MINUTES****Monday, May 13, 2024**

---

**Members Present:** Joe Clarke, Pam Langan, Jerry Jones, Robert Heimerl and Dave Aldag**Excused:** Alderperson Zachary Rust and Richard Linde**Staff/Officials:** Program Assistant Ellise Rose and Building Inspection Specialist Linnae Wierus**OPENING OF MEETING**

1. Roll Call

Chair Joe Clarke called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Identify Potential Conflict of Interest

No committee member had a conflict of interest.

**MINUTES**

4. Approval of minutes from the April 24th, 2024 meeting.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON APRIL 24, 2024.

Motion made by Dave Aldag, seconded by Jerry Jones

Voting Yea: Joe Clarke, Pam Langan, Jerry Jones, Robert Heimerl and Dave Aldag

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Election of Chair of the Architectural Review Board.

MOTION TO ELECT JOE CLARKE AS CHAIR

Motion made by Jerry Jones, seconded by Dave Aldag

Voting Yea: Pam Langan, Jerry Jones, Robert Heimerl and Dave Aldag

Joe Clarke - abstains

6. Election of Vice Chair of the Architectural Review Board.

MOTION TO ELECT JERRY JONES AS VICE CHAIR

Motion made by Dave Aldag, seconded by Pam Langan

Voting Yea: Joe Clarke, Pam Langan, Robert Heimerl and Dave Aldag

Jerry Jones - abstains

7. Construction of a new addition at the Kwik Trip located at 2033 North Ave.

MOTION TO APPROVE AS PRESENTED.

Motion made by Jerry Jones, seconded by Dave Aldag

Voting Yea: Joe Clarke, Pam Langan, Jerry Jones, Robert Heimerl and Dave Aldag

## **NEXT MEETING**

8. May 29, 2024

The next scheduled meeting is scheduled to be held on May 29, 2024.

## **ADJOURN**

9. Motion to Adjourn

MOTION TO ADJOURN AT 4:04 PM

Motion made by Jerry Jones, seconded by Pam Langan

Voting Yea: Joe Clarke, Pam Langan, Jerry Jones, Robert Heimerl and Dave Aldag

## CITY OF SHEBOYGAN

## REQUEST FOR ARCHITECTURAL REVIEW BOARD CONSIDERATION

---

**ITEM DESCRIPTION:** Exterior remodel of the Birchwood Apartments located at 3430 and 3434 S 12<sup>th</sup> St.

---

**REPORT PREPARED BY:** Ellise Rose, Associate Planner

---

**REPORT DATE:** May 17, 2024

**MEETING DATE:** May 29, 2024

---

**FISCAL SUMMARY:**

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

---

**STATUTORY REFERENCE:**

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

---

**BACKGROUND / ANALYSIS:**

American Building Contractors, Inc. is proposing exterior renovations to the Birchwood Apartments located at 3430 and 3434 S 12<sup>th</sup> St. The applicant states the following:

- The project consists of replacing the old siding with new vinyl siding.
- The existing material is wood siding with 1x4 board around building.
- The proposed material and design consist of Pebblestone Clay double 4" siding on exterior of apartment building.

**STAFF COMMENTS:**

The Board may want to have the applicant address the following concerning the proposed improvements of the building:

- Will the office building receive same siding update?

**ACTION REQUESTED:**

Motion to approve with possible amendments as determined by the Board.

**ATTACHMENTS:**

Architectural Review Board Application and required attachments.



**CITY OF SHEBOYGAN**  
**ARCHITECTURAL REVIEW**  
**APPLICATION**

Fee: \_\_\_\_\_ Item 5.  
Review Date: \_\_\_\_\_  
Zoning: \_\_\_\_\_

Read all instructions before completing. If additional space is needed, attach additional pages.

**SECTION 1: Applicant/ Permittee Information**

Name (Ind., Org. or Entity) American Building Contractors Inc	Authorized Representative Brian Wacker	Title Treasurer	
Mailing Address 1148 Shady Springs Ct	City Neenah	State WI	ZIP Code 54656
Email Address American Building Contractors Inc @ yahoo.com	Phone Number (incl. area code) 920 716 5576		

**SECTION 2: Landowner Information (Complete These Fields When Project Site Owner is Different than Applicant)**

Name (Ind., Org. or Entity) Mark Thatcher Real Estate	Contact Person Kelly	Title	
Mailing Address 12845 W Burling Rd	City Brookfield	State WI	ZIP Code 53005
Email Address	Phone Number (incl. area code) 262 424 7980		

**SECTION 3: Architect Information**

Name			
Mailing Address	City	State	Zip
Email Address	Phone Number (incl. area code)		

**SECTION 4: Contractor Information**

Name American Building Contractors Inc			
Mailing Address 1148 Shady Springs Ct	City Neenah	State WI	Zip 54656
Email Address American Building Contractors Inc @ yahoo.com	Phone Number (incl. area code) 920 716-5576		

**SECTION 5: Certification and Permission**

**Certification:** I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Architectural Review Application. I certify that the information contained in this form and attachments are true and accurate. I certify that the project will be in compliance with all conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

**Permission:** I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Signature of Applicant		Date Signed

Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the Architectural Review Board, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$100 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

**SECTION 6: Description of the Subject Site/Proposed Project**

Project Address/Description 3430 S 12th ST		Parcel No.
Name of Proposed/Existing Business:		
Address of Property Affected:		
Zoning Classification:		
New Building: <input type="checkbox"/>	Addition: <input type="checkbox"/>	Remodeling: <input type="checkbox"/>

**SECTION 7: Description of Proposed Project**

Replace Old Siding with new vinyl Siding

**SECTION 8: Description of EXISTING Exterior Design and Materials**

Old wood Siding with 1x4 Board around Building

**SECTION 9: Description of the PROPOSED Exterior Design and Materials**

Install Pebbleshell clay Double 4 Siding on exterior of Apartment building



**CITY OF SHEBOYGAN**  
**ARCHITECTURAL REVIEW**  
**APPLICATION**

Fee: \_\_\_\_\_ Item 5.  
Review Date: \_\_\_\_\_  
Zoning: \_\_\_\_\_

Read all instructions before completing. If additional space is needed, attach additional pages.

**SECTION 1: Applicant/ Permittee Information**

Name (Ind., Org. or Entity) American Building Contractors Inc	Authorized Representative Brian Wreck	Title Treasurer	
Mailing Address 1148 Shady Springs Ct	City Neenah	State WI	ZIP Code 54656
Email Address American Building Contractors Inc @ yahoo.com	Phone Number (incl. area code) 920 716 5576		

**SECTION 2: Landowner Information (Complete These Fields When Project Site Owner is Different than Applicant)**

Name (Ind., Org. or Entity) Mark Proctor Real Estate	Contact Person Kelly	Title	
Mailing Address 12445 W Burlington Rd	City Brookfield	State WI	ZIP Code 53005
Email Address	Phone Number (incl. area code) 262 424 7980		

**SECTION 3: Architect Information**

Name			
Mailing Address	City	State	Zip
Email Address	Phone Number (incl. area code)		

**SECTION 4: Contractor Information**

Name American Building Contractors Inc			
Mailing Address 1148 Shady Springs Ct	City Neenah	State WI	Zip 54656
Email Address American Building Contractors Inc @ yahoo.com	Phone Number (incl. area code) 920 716-5576		

**SECTION 5: Certification and Permission**

**Certification:** I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Architectural Review Application. I certify that the information contained in this form and attachments are true and accurate. I certify that the project will be in compliance with all conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

**Permission:** I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title	Phone Number
Signature of Applicant		Date Signed

Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the Architectural Review Board, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$100 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

**SECTION 6: Description of the Subject Site/Proposed Project**

Item 5.

Project Address/Description

3434 512th St

Parcel No.

Name of Proposed/Existing Business:

Address of Property Affected:

Zoning Classification:

New Building: ☐Addition: ☐Remodeling: ☐**SECTION 7: Description of Proposed Project**

Replace Old Siding with new vinyl Siding

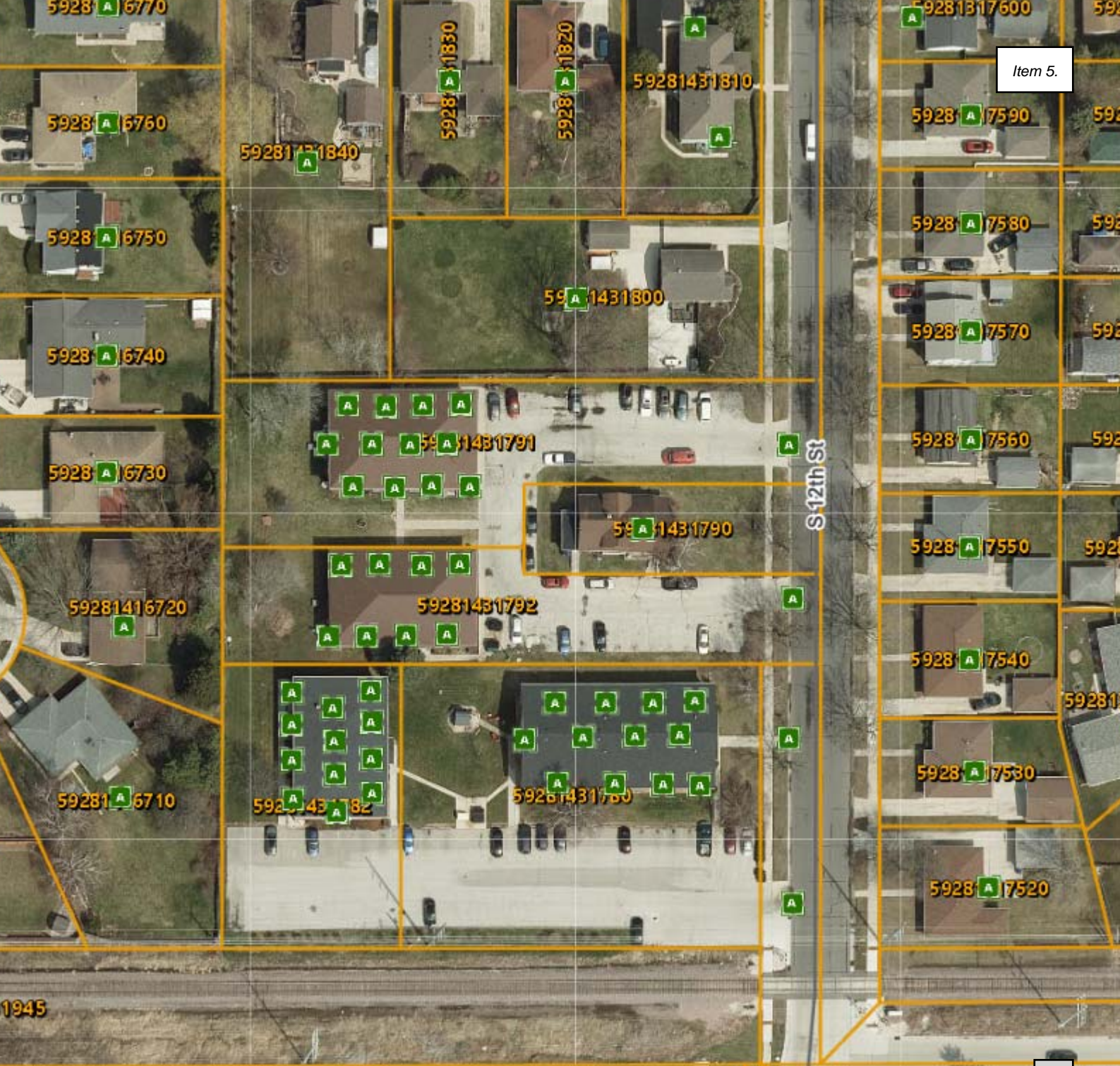
**SECTION 8: Description of EXISTING Exterior Design and Materials**

Old wood Siding with 1x4 Board around Building

**SECTION 9: Description of the PROPOSED Exterior Design and Materials**

Install Pebbly stone clay Ductile 4 Siding on exterior of Apartment building





Item 5.









Item 5.

