



ARCHITECTURAL REVIEW BOARD AGENDA

April 08, 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 the minutes from the March 11, 2024 meeting.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Construction of a new addition at the Kwik Trip located at 625 S Taylor Drive.

NEXT MEETING

6. April 24, 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, March 11, 2024

Members Present: Joe Clarke, Pam Langan, Jerry Jones, Dave Aldag and Richard Linde

Excused: Robert Heimerl and Alderperson Zachary Rust

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 the minutes from the February 12, 2024 meeting.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON FEBRUARY 12, 2024.

Motion by Jerry Jones, seconded by Pam Langan

Voting Yea: Chair Joe Clarke, Pam Langan, Jerry Jones, Dave Aldag and Richard Linde

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Construction of a new addition at HTT, Inc. located at 1828 Oakland Avenue.

MOTION TO APPROVE AS PRESENTED.

Motion by Pam Langan, seconded by Jerry Jones

Voting Yea: Chair Joe Clarke, Pam Langan, Jerry Jones, Dave Aldag and Richard Linde

6. Exterior remodel of 549 South Taylor Drive.

MOTION TO APPROVE AS PRESENTED.

Motion by Jerry Jones, seconded by Dave Aldag

Voting Yea: Chair Joe Clarke, Pam Langan, Jerry Jones, Dave Aldag and Richard Linde

NEXT MEETING

7. March 25, 2024

The next meeting is scheduled to be held on March 25, 2024.

ADJOURN

8. Motion to Adjourn

MOTION TO ADJOURN AT 4:08PM.

Motion by Jerry Jones, seconded by Dave Aldag

Voting Yea: Chair Joe Clarke, Pam Langan, Jerry Jones, Dave Aldag and Richard Linde

CITY OF SHEBOYGAN

REQUEST FOR ARCHITECTURAL REVIEW BOARD CONSIDERATION

ITEM DESCRIPTION: Construction of a new addition at the Kwik Trip located at 625 S Taylor Drive.

REPORT PREPARED BY: Ellise Rose, Associate Planner

REPORT DATE: April 1, 2024

MEETING DATE: April 8, 2024

FISCAL SUMMARY:

STATUTORY REFERENCE:

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

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

BACKGROUND / ANALYSIS:

Kwik Trip is proposing to construct a new addition to their facility located at 625 S Taylor Drive. The applicant states the following:

- The addition will be a 233 sq/ft walk-in freezer addition to the existing store.
- The existing exterior design and materials include brick siding, steel trim, and rubber roof.
- We will match the design, arrangement, texture, material and color to the existing store architecture.

STAFF COMMENTS:

The Board may want to have the applicant address:


- Will there be any new condensing units with the addition? How will these be screened?

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: _____ Review Date: _____ Zoning: _____
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Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information

Name (Ind., Org. or Entity) <i>Kwik Trip Inc.</i>	Authorized Representative <i>Ted Core</i>	Title <i>Project Mgr.</i>	
Mailing Address <i>1626 Oak St.</i>	City <i>LaCrosse</i>	State <i>WI</i>	ZIP Code <i>54602</i>
Email Address <i>tcore@kwiktrip.com</i>	Phone Number (incl. area code) <i>608-793-5976</i>		

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

Name (Ind., Org. or Entity)	Contact Person	Title	
Mailing Address	City <i>Same</i>	State	ZIP Code
Email Address	Phone Number (incl. area code)		

SECTION 3: Architect Information

Name <i>River Valley Architects Jamey Bowe</i>			
Mailing Address <i>3300 Birch St.</i>	City <i>Eau Claire</i>	State <i>WI</i>	Zip <i>54703</i>
Email Address	Phone Number (incl. area code) <i>715-832-0875</i>		

SECTION 4: Contractor Information

Name <i>Kwik Trip Inc. (Ted Core)</i>			
Mailing Address <i>1626 Oak St.</i>	City <i>LaCrosse</i>	State <i>WI</i>	Zip <i>54602</i>
Email Address <i>tcore@kwiktrip.com</i>	Phone Number (incl. area code) <i>608-793-5976</i>		

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) <i>Ted Core</i>	Title <i>Project mgr</i>	Phone Number <i>608-793-5976</i>
Signature of Applicant <i>Ted Core</i>		Date Signed <i>3/13/24</i>

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 625 S. Taylor Drive		Parcel No. 59281215134
Name of Proposed/Existing Business:	Kwik Trip Inc.	
Address of Property Affected:	Same	
Zoning Classification:	SC Suburban Commercial	
New Building: <input type="checkbox"/>	Addition: <input checked="" type="checkbox"/>	Remodeling: <input type="checkbox"/>

SECTION 7: Description of Proposed Project

Attach 233 sq/ft walk-in freezer addition to existing store

SECTION 8: Description of EXISTING Exterior Design and Materials

Brick Siding - steel trim - rubber roof

SECTION 9: Description of the PROPOSED Exterior Design and Materials

Same as existing

City of Sheboygan

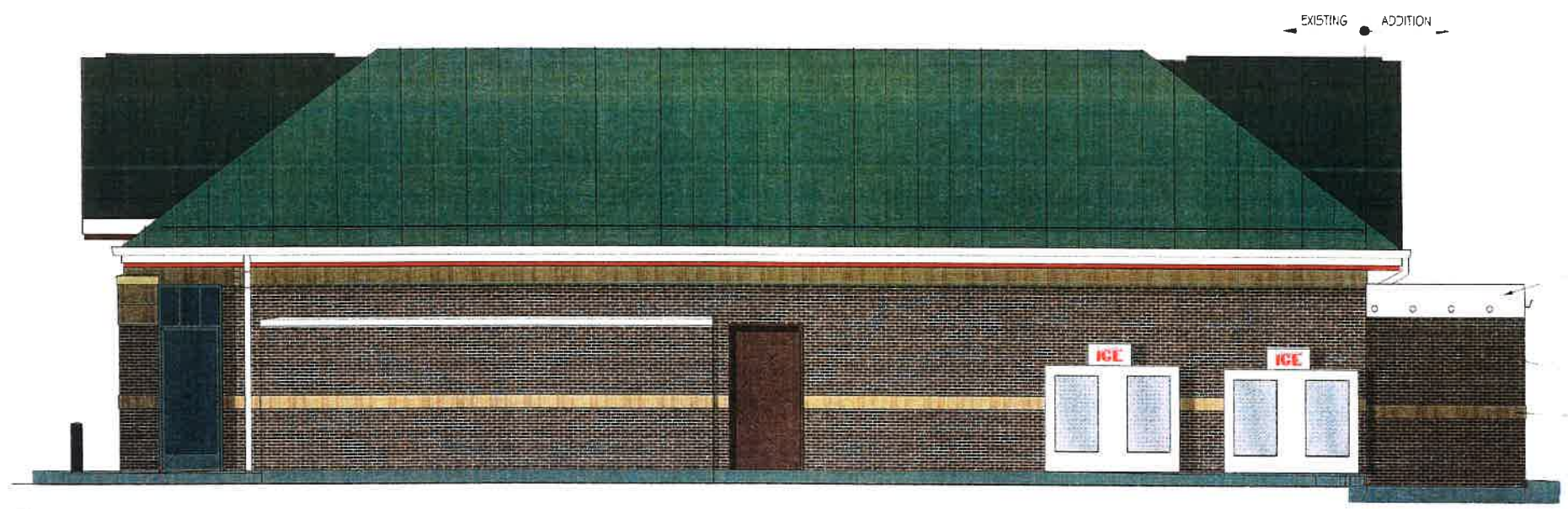
March 7, 2024

Please accept this letter as the required general description of a small building addition we are proposing for our store located at 625 South Taylor Dr. We are seeking a building permit to attach a 233 square foot walk-in freezer to the sidewall of our existing retail store. We will match the design, arrangement, texture, material and color to the existing store architecture. Required plans are included in this submittal.

Sincerely,

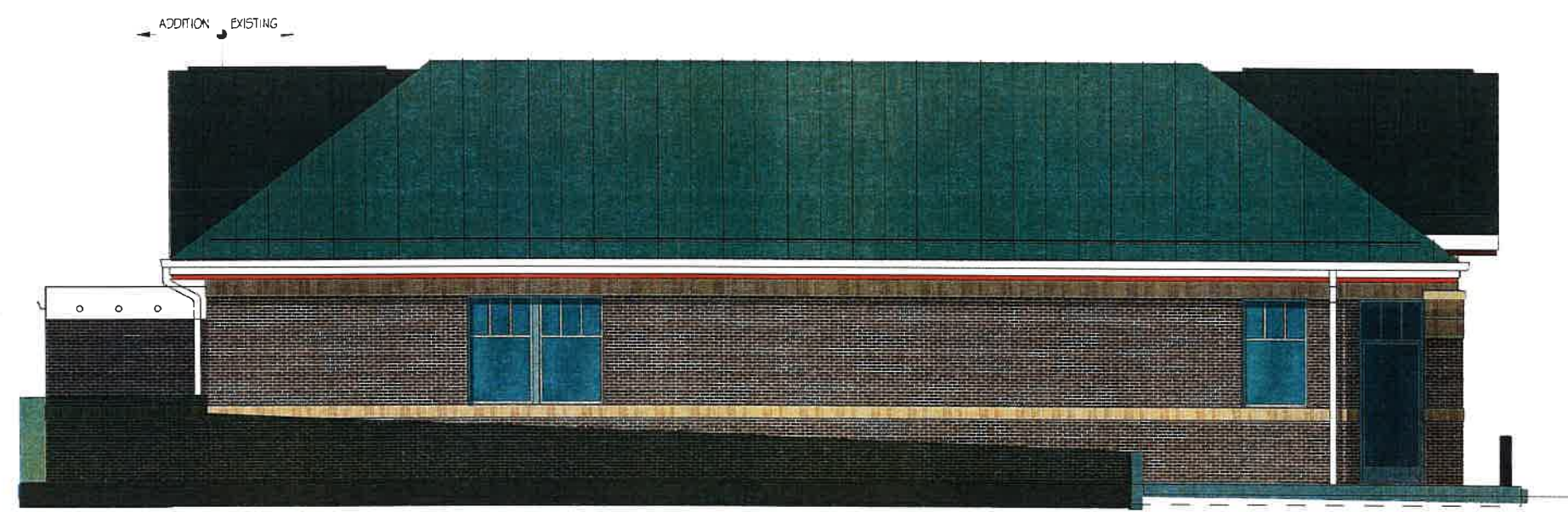


Ted Cone
Project Manager
Kwik Trip Inc.



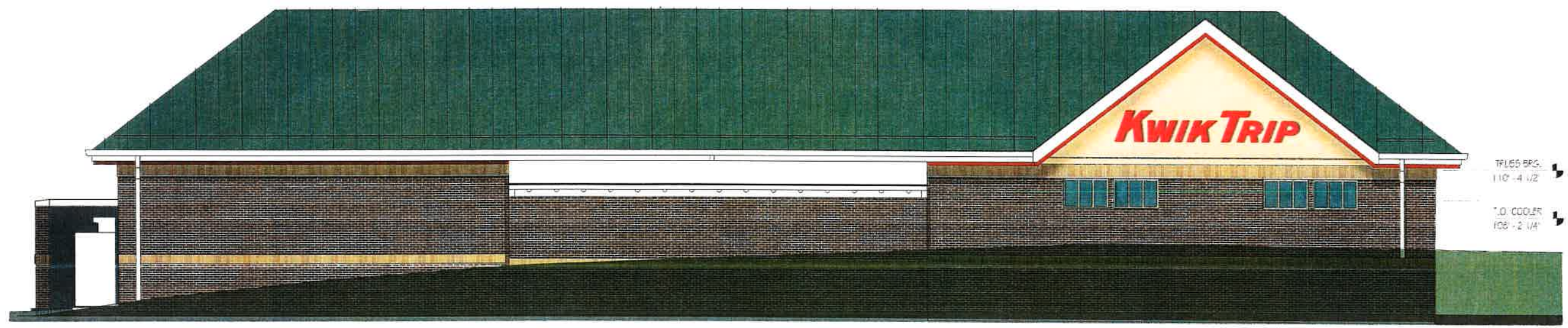
EAST ELEVATION
SCALE: 1/8" = 1'-0"

WHITE METAL ROOF COPING
T.O. COOLER
108' - 2 1/4"
MATCH EXISTING BRICK
MATCH EXISTING TAN SOLDIER COURSE
FIRST FLOOR
100' - 0"



WEST ELEVATION
SCALE: 1/8" = 1'-0"

T.O. COOLER
108' - 2 1/4"
FIRST FLOOR
100' - 0"

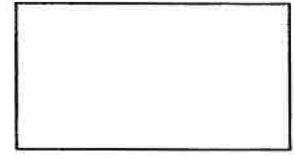
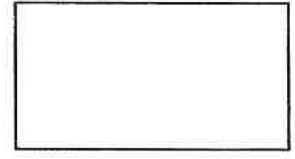


NORTH ELEVATION
SCALE: 1/8" = 1'-0"

T.O. COOLER
108' - 2 1/4"
T.O. COOLER
108' - 2 1/4"



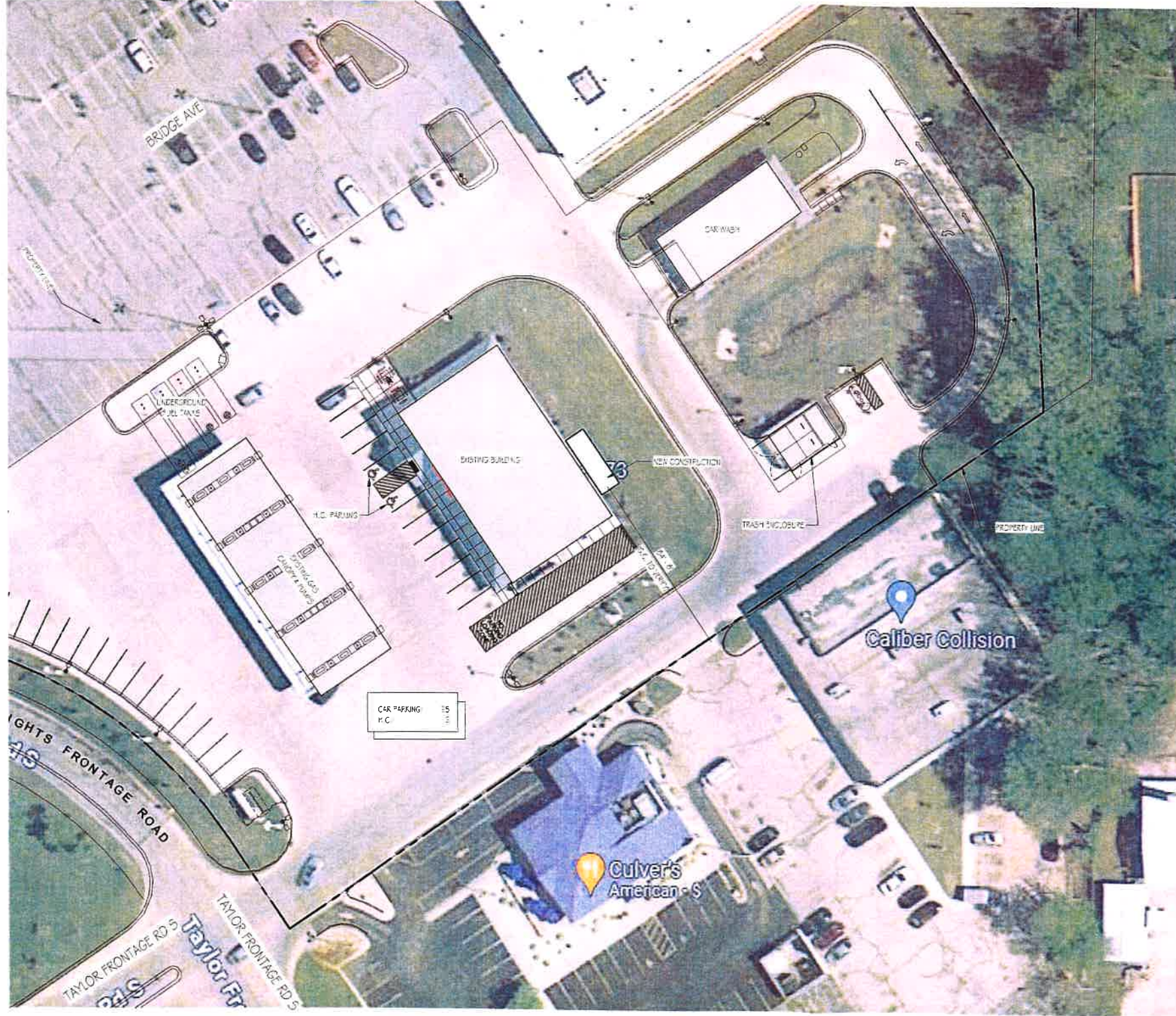
KWIK TRIP, Inc.
P.O. BOX 2107
1628 OAK STREET
LA CROSSE, WI 54602-2107
PH. (608) 781-8988
FAX (608) 781-8960



EXTERIOR ELEVATIONS
CONVENIENCE STORE #873
625 S TAYLOR ST
SHEBOYGAN, WI

#	DATE	DESCRIPTION

DRAWN BY: KMK
SCALE: 1" = XX'-0"
PROJ. NO.: 0001
DATE: 2024 03-05
SHEET: A101



ARCH. SITE PLAN
A5001 1" = 30'-0"



**Kwik
TRIP**
STORES

**Kwik
STAR**
STORES

KWIK TRIP, Inc.
P.O. BOX 2107
1505 OAK STREET
LA CROSSE, WI 54601-2107
PH: (608) 781-8888
FAX: (608) 781-8888

KWIK TRIP #873
FREEZER / COOLER ADDITION,
625 S TAYLOR DR., SHEBOYGAN, WI 53081

MARK	DATE	DESCRIPTION

DRAWN BY: SK
 ELC
 JOB NO: 23-208
 DATE: 02.02.2023
 ARCHITECTURAL SITE PLAN

