

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, June 10, 2025

MEMBERS PRESENT: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

EXCUSED: Kimberly Meller

STAFF/OFFICIALS PRESENT: Associate Planner Ellise Rose and Building Inspection Specialist Linnae Wierus

OPENING OF MEETING

1. Roll Call

Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

No conflicts are identified.

MINUTES

4. Approval of the Plan Commission minutes from May 27, 2025

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON MAY 27, 2025.

Motion made by Jerry Jones, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by Above & Beyond Children's Museum to install a mural on Above & Beyond Children's Museum located at 902 N 8th Street.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Braden Schmitt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

6. Public hearing regarding application for Conditional Use Permit with exceptions by Laura Berchem to provide outdoor seating at Turks & Timbers Bar & Grill located at 1022 Michigan Ave.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

7. Public hearing regarding application for Conditional Use permit with exceptions by James Klunck to construct a building addition at Klunck Masonry located at 1422 S. 15th Street.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Braden Schmidt, seconded by Jerry Jones

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

8. Application for Conditional Use Permit with exceptions by Above & Beyond Children's Museum to install a mural on Above & Beyond Children's Museum located at 902 N 8th Street.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Jerry Jones, seconded by Alderperson Michael Close

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

1. Applicant shall obtain all necessary permits prior to installation of mural.
2. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties and/or the streets.
3. The mural shall not contain any political, advertising (business name, logos, slogans, messages, etc.), etc.
4. Mural installation must be completed within six (6) months of the start date. A one-time extension for an additional 60 days may be granted if the request is submitted in writing prior to the end of the initial 6-month period. If these dates are not met, the Plan Commission, at its discretion, may revoke the mural permit.
5. Materials shall be long-lasting and graffiti-resistant to the greatest extent possible.
6. The applicant shall properly maintain the mural and any issues of disrepair shall be addressed immediately. If, for whatever reason, the mural falls into disrepair, the building owner will be notified in writing and required to make necessary repairs within 60 days. If the repairs are not made within the specified time, the city reserves the right to repair or remove the mural at the owner's expense.
7. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion carried.

9. Application for Conditional Use Permit with exceptions by Laura Berchem to provide outdoor seating at Turks & Timbers Bar & Grill located at 1022 Michigan Ave.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Jerry Jones, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

1. Prior to operation/occupancy, the applicant shall obtain all licenses, and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Dumpsters and/or grease receptacles 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 the dumpster. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. 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.
6. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain architectural approval prior to receiving a building permit for such renovation.
7. 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 carried.

10. Application for Conditional Use permit with exceptions by James Klunck to construct a building addition at Klunck Masonry located at 1422 S. 15th Street.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Jerry Jones, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

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, health, water, sewer, storm drainage, hazardous materials, 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/police departments, etc.).
3. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
4. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
5. Submittal and approval of a landscape plan prior to building permit issuance (applicant shall meet the landscape point requirements). Landscape plan shall include a legend that shows how the four (4) landscape criteria are being met. Landscaping shall be installed prior to issuance of an occupancy permit.
6. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
7. Outdoor storage of materials, products or equipment shall be prohibited.
8. Applicant shall maintain all of his vehicles, materials, equipment, etc. on his property or inside his building and not on S. 15th Street.
9. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent streets and/or properties.
10. All areas used for parking or maneuvering of vehicles shall be paved.

11. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
12. Any new or modified ingress/egress driveway openings and any existing driveways to be closed shall be improved to standard City specifications.
13. Applicant will provide adequate public access along the street will take all appropriate actions to minimize the time period that these streets will be closed/affected.
14. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
15. 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.).
16. 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.
17. Absolutely no portion of the building and/or site improvements shall cross the property lines including but not limited to buildings, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.).
18. 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.

Exceptions granted:

- to expand a legal nonconforming use
- to have building setbacks of 5'9" along the north property line and 5' along the south property line
- from the locational landscaping requirements - Applicant shall meet the four (4) locational landscaping requirements.

Motion carried.

11. Construction of a new building addition at Klunck Masonry located at 1422 S. 15th Street.

MOTION TO APPROVE AS PRESENTED.

Motion made by Jerry Jones, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

12. Construction of a Gerber Collision on a newly created parcel south of Piggly Wiggly in the vacant lot (Parcel # 59281431757).

MOTION TO APPROVE AS PRESENTED.

Motion made by Jerry Jones, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson Michael Close

Motion carried.

NEXT MEETING

13. June 24, 2025

The next scheduled meeting is on June 24, 2025.

ADJOURN

14. Motion to Adjourn

MOTION TO ADJOURN AT 4:10 PM

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Braden Schmidt, Jerry Jones, Kevin Jump, Joe Clarke and Alderperson
Michael Close

Motion carried.