

CITY OF SHEBOYGAN

CITY PLAN COMMISSION MINUTES

Tuesday, July 11, 2023

MEMBERS PRESENT: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones, Alderperson Trey Mitchell and Braden Schmidt

EXCUSED: Kimberly Meller

STAFF/OFFICIALS PRESENT: Program Assistant Ellise Rose

OPENING OF MEETING

1. Roll Call

Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge is recited.

3. Identify potential conflict of interest

No committee member had a conflict.

MINUTES

4. Approval of the Plan Commission minutes from June 27, 2023.

Motion by Jerry Jones, second by Alderperson Mitchell to approve. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Application for Conditional Use with exceptions by Sign Me Up of Wisconsin to install new signage at St. John's United Church of Christ located at 1248 Lincoln Avenue.

Motion by Marilyn Montemayor, second by Jerry Jones to approve with the following conditions:

1. Applicant shall obtain the necessary sign permits prior to installation.
2. The monument sign shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
3. The maximum height of the monument sign shall be eight (8) feet tall (top of sign to grade).
4. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. Applicant shall meet Sections 15.804(a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles. No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.
6. The applicant may only make changes to the reader board and cabinet portion of the monument sign (no changes to the support structure).
7. Any additional signage for this facility shall be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (exception, sign permits, etc.).
8. If there are any amendments to the approved sign or location, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion carried.

6. Application for Conditional Use with exceptions by Gannett/Sheboygan Press to operate a distribution center located at 1504 N 17th Street.

Motion by Jerry Jones, second by Ryan Sazama 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 for all uses in the facility including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. If using dumpsters, the 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.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, satellite dishes, etc.).
5. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties and/or streets.
6. All vehicles shall be parked on the paved surface. (vehicles are not permitted on grass and/or landscape areas).
7. Applicant shall obtain the necessary sign permits prior to installation.
8. Applicant shall remove miscellaneous junk on north elevation prior to occupancy.
9. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
10. If the applicant is remodeling the exterior of the building, the applicant shall obtain City of Sheboygan Architectural Review Board approval prior to remodel construction.
11. If there are any amendments to the approved conditional use/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion carried.

7. R.O. No. 23-23-24 by City Clerk submitting an application from MVP Storage LLC for a change in zoning classification of property located at 1923 Erie Avenue – Parcel #59281215510 from Class Urban Industrial (UI) to Class Suburban Office (SO).

Motion by Marilyn Montemayor, second by Alderperson Mitchell to recommend approval. Motion carried.

NEXT MEETING

8. July 25, 2023

ADJOURN

9. Motion to Adjourn

Motion by Jerry Jones, second by Ryan Sazama to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4:08 p.m.