

**CITY OF SHEBOYGAN**  
**CITY PLAN COMMISSION MINUTES**

**Tuesday, April 23, 2024**

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**MEMBERS PRESENT:** Jerry Jones, Marilyn Montemayor, Braden Schmidt, Kimberly Meller and Public Works Consultant Aaron Groh

**EXCUSED:** Mayor Ryan Sorenson and Alderperson Trey Mitchell

**STAFF/OFFICIALS PRESENT:** Planning and Zoning Administrator Elke Daugherty, Associate Planner Ellise Rose and Building Inspection Specialist Linnae Wierus

**OPENING OF MEETING**

1. Roll Call

Vice Chair Jerry Jones called the meeting to order at 4pm.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Identify potential conflict of interest

No committee member had a conflict.

**MINUTES**

4. Approval of the Plan Commission minutes from April 9, 2024.

**MOTION TO APPROVE**

Motion made by Marilyn Montemayor, seconded by Braden Schmidt

Voting yea: Jerry Jones, Marilyn Montemayor, Braden Schmidt, Kimberly Meller and Public Works Consultant Aaron Groh

**PUBLIC HEARINGS**

5. Public hearing regarding application for Conditional Use Permit by St. Luke United Methodist Church to use the existing parsonage located at 915 N. 7th Street to house one refugee family.

**MOTION TO CLOSE ALL PUBLIC HEARINGS**

Motion made by Marilyn Montemayor, seconded by Braden Schmidt

Voting yea: Jerry Jones, Marilyn Montemayor, Braden Schmidt, Kimberly Meller and Public Works Consultant Aaron Groh

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Application for Conditional Use Permit by St. Luke United Methodist Church to use the existing parsonage located at 915 N. 7th Street to house one refugee family.

**MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.**

Motion made by Marilyn Montemayor, seconded by Braden Schmidt

Voting yea: Jerry Jones, Marilyn Montemayor, Braden Schmidt, Kimberly Meller and Public Works Consultant Aaron Groh

1. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
2. Applicant shall adequately address all Sheboygan Water Utility concerns related to this development.
3. Applicant shall adequately address all Fire Department concerns related to this development.
4. 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, architectural review, etc. reflecting those amendments.

#### **NEXT MEETING**

7. May 14, 2024

The next meeting is scheduled on May 14, 2024.

#### **ADJOURN**

8. Motion to Adjourn

MOTION TO ADJOURN AT 4:05 PM.

Motion made by Marilyn Montemayor, seconded by Kimberly Meller

Voting yea: Jerry Jones, Marilyn Montemayor, Braden Schmidt, Kimberly Meller and Public Works  
Consultant Aaron Groh