

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, May 23, 2023

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

EXCUSED: Kimberly Meller

STAFF/OFFICIALS PRESENT: Ellise Rose and Janet Duellman

OPENING OF MEETING

1. Roll Call

Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Introduction of committee members and staff

Introductions were made.

4. Identify potential conflict of interest

No committee member had a conflict.

MINUTES

5. Approval of the Plan Commission minutes from April 25, 2023.

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

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Application for Conditional Use Permit with exceptions by Jorge Gonzalez to operate a taxi home occupation from 2004 S.16th Street.

Motion by Jerry Jones, second by Alderperson Mitchell to approve with the following conditions:

1. Applicant will meet all home occupation criteria listed in Section 15.206(8)(s).
2. Applicant shall obtain all necessary licenses to operate the taxi business.
3. Applicant shall obtain all necessary permits for any type of construction including but not limited to building, plumbing, electrical, HVAC, etc.
4. The home occupation may only utilize 25 percent of the living area of the dwelling.
5. The use of the dwelling unit for a home occupation shall in no way be incompatible with the character of nearby residential areas and in no instance shall a home occupation create a nuisance for neighboring properties.
6. Not more than one sign, not to exceed two square feet, non-illuminated and flush wall mounted only, will be used to advertise the home occupation. Applicant is required to obtain a sign permit. No temporary signage is permitted for home occupations.
7. The City of Sheboygan has the right of entry during the stated hours of operation to insure compliance per City of Sheboygan Ordinances and with this approval.

8. If any issues arise from the taxi business, the City may again review the conditional use permit.
9. Jorge Gonzalez is the only employee permitted for this taxi business.
10. A maximum one (1) typical passenger vehicle is permitted to park at this residential dwelling (no commercial type vehicles).
11. Applicant shall remove trailer from the property and/or shall work with the building department to obtain the proper permits to create a slab to store such a trailer on per the zoning ordinance.
12. If the applicant moves from the present location the conditional use permit will discontinue immediately.
13. If there are any amendments to the approved conditional use permit and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion carried.

7. Application for Conditional Use Permit with exceptions by Nemak to construct a new addition to their facility at 4243 Gateway Drive in the Sheboygan Business Park.

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/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, demolition, fire, water, sewer, storm drainage, health, hazardous materials, State of Wisconsin, Federal, etc. (Applicant shall be in contact with building inspection, fire, police, etc.). An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
3. 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 department, etc.).
4. Submittal and approval of a proposed storm drainage plan prior to building permit issuance.
5. Submittal and approval of a proposed landscape plan prior to building permit issuance. Applicant will submit a landscape plan that addresses all four (4) landscaping requirements. Landscaping shall be installed prior to issuance of an occupancy permit.
6. Retaining wall and fencing shall be installed per Section 15.720(3)(c) of the City Zoning Ordinance. The applicant shall install the black vinyl fencing as proposed to match existing.
7. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility and shall be completed prior to issuance of an occupancy permit.
8. Outdoor storage of materials, products or equipment shall be prohibited (except as authorized/approved by the Plan Commission).
9. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
10. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity.
11. Applicant shall obtain the necessary sign permits prior to installation. The proposed signage shall meet the City of Sheboygan Zoning Ordinance and Business Park Protective Covenants. All signage must be submitted to and reviewed/approved by the City of Sheboygan Architectural Review Board.
12. Applicant shall be permitted to install individual letter signs – no cabinet or panel signs.
13. All areas used for parking or maneuvering of vehicles shall be paved (no gravel permitted).
14. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.

15. Any new ingress/egress driveway openings shall be improved to standard City specifications. All existing access drives that are no longer used shall be removed and all unused driveways shall be closed and improved to standard City specifications.
16. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
17. Any work within City of Sheboygan Public rights-of-way, stormwater easements, etc. 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, driveways over storm water easements, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
18. Applicant will provide adequate public access along all streets and sidewalks and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development (utilities, streets, etc.).
19. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
20. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
21. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
22. 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.
23. Applicant shall adequately address all Sheboygan Water Utility concerns related to this development.
24. Applicant shall adequately address all Fire Department concerns related to this development.
25. Applicant shall meet the Sheboygan Business Park Protective Covenants.
26. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design.
27. 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.

Exceptions granted:

- To have a building height of 60 feet tall
- To allow temporary outside storage of old/damaged dies and limited storage of usable dies
- From the locational landscaping bufferyard requirements. Landscape Plan still required and required point must be met.

Motion carried.

NEXT MEETING

8. June 13, 2023

ADJOURN

9. Motion to Adjourn

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

Being no further business, the meeting was adjourned at 4:11 p.m.