

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, February 27, 2024

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

EXCUSED: Braden Schmidt

STAFF/OFFICIALS PRESENT: Associate Planner Ellise Rose and Director of Planning & Development Diane McGinnis Casey

OPENING OF MEETING

1. Roll Call

Mayor Sorenson 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 February 13, 2024.

MOTION TO APPROVE

Motion made by Jerry Jones, seconded by Kimberly Meller.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

PUBLIC HEARING

5. Public Hearing regarding the proposed creation of Tax Incremental District No. 21, the proposed boundaries of the District, and the proposed Project Plan for the District.

Bryan Kelly, Dr. Toby Watson, Darrel Hofland, Kristine Balazs and Tom Liebl spoke.

6. Public Hearing regarding the proposed creation of Tax Incremental District No. 22, the proposed boundaries of the District, and the proposed Project Plan for the District.

No public comment.

7. Public Hearing regarding the proposed creation of Tax Incremental District No. 23, the proposed boundaries of the District, and the proposed Project Plan for the District.

No public comment.

8. Public Hearing regarding the proposed creation of Tax Incremental District No. 24, the proposed boundaries of the District, and the proposed Project Plan for the District.

No public comment.

9. Public hearing regarding application for Conditional Use Permit with exceptions by Richard Sadiq to locate and operate a Chester's food truck at the Blast Soft Serve property located at 406 Pennsylvania Avenue.

Darrel Hofland spoke.

MOTION TO CLOSE ALL THE PUBLIC HEARINGS.

Motion made by Jerry Jones, seconded by Alderperson Trey Mitchell.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

10. Application for Conditional Use Permit with exceptions by Richard Sadiq to locate and operate a Chester's food truck at the Blast Soft Serve property located at 406 Pennsylvania Avenue.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

Motion made by Jerry Jones, seconded by Alderperson Trey Mitchell.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

1. Applicant will be required to meet and/or obtain all codes, requirements, licenses, etc. to operate the food truck including but not limited to building, electrical, plumbing, HVAC, fire, health, food, vendors, etc.
2. Applicant shall obtain all necessary County Health Department licenses/permits to operate the food truck.
3. Food truck shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances (vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance).
4. No portion of the operation shall take place upon the City of Sheboygan public right-of-way or on adjacent properties – operation shall remain on the private property.
5. This conditional use permit is for Chester's only. No other temporary use is permitted to operate from the site. This conditional use permit is not transferable and any future food truck proposal would be required to obtain a conditional use permit to operate from this property.
6. If the applicant wishes to operate from the City public right-of-way or from another private commercial property they will need to obtain the necessary permits/approvals to do so.
7. Applicant shall adequately monitor/regulate and maintain this property.
8. In no instance shall the food stand create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.). If any issues arise, the Plan Commission may again review the conditional use permit.
9. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments.
10. Food trailer to close at 10pm and operating from April through October
11. No amplified speakers
12. Signage limited to the wall sign
13. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.).

Exceptions granted:

- To operate the food truck permanently from the site

11. Gen. Ord. No. 41-23-24 by Alderperson Mitchell amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located around 1828 Oakland Avenue including Parcel Nos. 59281425440, 59281425550, and 59281425510 from Class Urban Industrial (UI) to Class Urban Industrial (UI) with PUD overlay Classification.

MOTION TO RECOMMEND THE COMMON COUNCIL ADOPT THE ORDINANCE.

Motion made by Ryan Sazama, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

12. R. O. No. 108-23-24 by City Clerk submitting an application for amendment of the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance for property located around 1828 Oakland Avenue including Parcel Nos. 59281425440, 59281425550, and 59281425510 from Class Urban Industrial (UI) to Class Urban Industrial (UI) with PUD Overlay Classification.

MOTION TO RECOMMEND THE COMMON COUNCIL FILE THE R. O.

Motion made by Alderperson Trey Mitchell, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

13. Resolution establishing the boundaries of and approving the project plan for Tax Incremental District No. 21.

MOTION TO APPROVE THE FOLLOWING RESOLUTION:

Motion made by Ryan Sazama, seconded by Marilyn Montemayor.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

RESOLUTION ESTABLISHING THE BOUNDARIES OF AND APPROVING THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 21

WHEREAS, the City of Sheboygan (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 21 (the "District") is proposed to be created by the City in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sheboygan County, the Sheboygan Area School District, and the Lakeshore

Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was also sent to the to owners of all property in the proposed District; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on February 27, 2024 held a public hearing concerning the proposed creation of the District, its proposed boundaries and its proposed Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Sheboygan that:

1. It recommends to the Common Council that Tax Incremental District No. 21 be created with boundaries as designated in Exhibit A of this Resolution.
 2. It approves and adopts the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
 3. Creation of the District promotes orderly development in the City.
14. Resolution establishing the boundaries of and approving the project plan for Tax Incremental District No. 22.

MOTION TO APPROVE THE FOLLOWING RESOLUTION:

Motion made by Marilyn Montemayor, seconded by Alderperson Trey Mitchell.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

RESOLUTION ESTABLISHING THE BOUNDARIES OF AND APPROVING THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 22

WHEREAS, the City of Sheboygan (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 22 (the "District") is proposed to be created by the City in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sheboygan County, the Sheboygan Area School District, and the Lakeshore Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on February 27, 2024 held a public hearing concerning the proposed creation of the District, its proposed boundaries and its proposed Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Sheboygan that:

1. It recommends to the Common Council that Tax Incremental District No. 22 be created with boundaries as designated in Exhibit A of this Resolution.
 2. It approves and adopts the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
 3. Creation of the District promotes orderly development in the City.
15. Resolution establishing the boundaries of and approving the project plan for Tax Incremental District No. 23.

MOTION TO APPROVE THE FOLLOWING RESOLUTION:

Motion made by Jerry Jones, seconded by Kimberly Meller.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

RESOLUTION ESTABLISHING THE BOUNDARIES OF AND APPROVING THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 23

WHEREAS, the City of Sheboygan (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 23 (the "District") is proposed to be created by the City in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sheboygan County, the Sheboygan Area School District, and the Lakeshore Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was also sent to the owners of all property in the proposed District; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on February 27, 2024 held a public hearing concerning the proposed creation of the District, its proposed boundaries and its proposed Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Sheboygan that:

1. It recommends to the Common Council that Tax Incremental District No. 23 be created with boundaries as designated in Exhibit A of this Resolution.
 2. It approves and adopts the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
 3. Creation of the District promotes orderly development in the City.
16. Resolution establishing the boundaries of and approving the project plan for Tax Incremental District No. 24.

MOTION TO APPROVE THE FOLLOWING RESOLUTION:

Motion made by Marilyn Montemayor, seconded by Kimberly Meller.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell

RESOLUTION ESTABLISHING THE BOUNDARIES OF AND APPROVING THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 24

WHEREAS, the City of Sheboygan (the "City") has determined that use of Tax Incremental Financing is required to promote development and redevelopment within the City; and

WHEREAS, Tax Incremental District No. 24 (the "District") is proposed to be created by the City in accordance with the provisions of Wisconsin Statutes Section 66.1105 (the "Tax Increment Law"); and

WHEREAS, a Project Plan for the District has been prepared that includes:

- a. A statement listing of the kind, number and location of all proposed public works or improvements within the District, or to the extent provided in Wisconsin Statutes Sections 66.1105(2)(f)1.k. and 66.1105(2)(f)1.n., outside of the District;
- b. An economic feasibility study;
- c. A detailed list of estimated project costs;
- d. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
- e. A map showing existing uses and conditions of real property in the District;
- f. A map showing proposed improvements and uses in the District;
- g. Proposed changes of zoning ordinances, master plan, map, building codes and City ordinances;
- h. A list of estimated non-project costs;
- i. A statement of the proposed plan for relocation of any persons to be displaced;
- j. A statement indicating how the District promotes the orderly development of the City;
- k. An opinion of the City Attorney or of an attorney retained by the City advising that the plan is complete and complies with Wisconsin Statutes Section 66.1105(4)(f); and

WHEREAS, prior to its publication, a copy of the notice of public hearing was sent to the chief executive officers of Sheboygan County, the Sheboygan Area School District, and the Lakeshore Technical College District, and any other entities having the power to levy taxes on property located within the District, in accordance with the procedures specified in the Tax Increment Law; and

WHEREAS, prior to its publication, a copy of the notice of public hearing was also sent to the owners of all property in the proposed District; and

WHEREAS, in accordance with the procedures specified in the Tax Increment Law, the Plan Commission, on February 27, 2024 held a public hearing concerning the proposed creation of the District, its proposed boundaries and its proposed Project Plan, providing interested parties a reasonable opportunity to express their views thereon.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the City of Sheboygan that:

1. It recommends to the Common Council that Tax Incremental District No. 24 be created with boundaries as designated in Exhibit A of this Resolution.
2. It approves and adopts the Project Plan for the District, attached as Exhibit B, and recommends its approval to the Common Council.
3. Creation of the District promotes orderly development in the City.

NEXT MEETING

17. March 12, 2024

The next meeting is scheduled to be held on March 12, 2024.

ADJOURN

18. Motion to Adjourn

MOTION TO ADJOURN AT 5:19 PM.

Motion made by Ryan Sazama, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Jerry Jones and Alderperson Trey Mitchell