

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

**Tuesday, March 11, 2025**

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**MEMBERS PRESENT:** Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt, Kevin Jump, Jerry Jones and Alderperson John Belanger

**EXCUSED:** Marilyn Montemayor

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

**OPENING OF MEETING**

1. Roll Call

Mayor Ryan Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

No committee member had a conflict of interest.

**MINUTES**

4. Approval of the Plan Commission minutes from March 11, 2025.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON MARCH 11, 2025.

Motion made by Alderperson John Belanger, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt, Kevin Jump, Jerry Jones and Alderperson John Belanger

Motion carried.

**PUBLIC HEARINGS**

5. Public hearing regarding application for Conditional Use with exceptions by Peggi Thiesenhusen to occupy a dwelling unit in the commercial building located at 834 N. Water Street.

Bryan Kelly spoke about the bike trail.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt, Kevin Jump, Jerry Jones and Alderperson John Belanger

Motion carried.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Application for Conditional Use with exceptions by Peggi Thiesenhusen to occupy a dwelling unit in the commercial building located at 834 N. Water Street.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Jerry Jones, seconded by Alderperson John Belanger

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt, Kevin Jump, Jerry Jones and Alderperson John Belanger

1. Prior to occupancy 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, DNR, floodplain, etc. A floodplain permit must be obtained before an occupancy permit will be granted. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. No person shall be permitted to reside in the building prior to an occupancy permit being obtained.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All 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. 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.
6. Absolutely no portion of the 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.
7. 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
8. If there are to be any exterior renovations to the facility, the applicant will be required to obtain Architectural Review Board approval prior to receiving a building permit for such renovation. The colors and materials are to complement/match the existing building.
9. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses and/or phases may require conditional use permits, building/mechanical permits, occupancy permits, etc.).
10. If there are any amendments to the site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion carried.

7. Application for site plan review by Abacus Architects to construct a metal pole building at Vollrath Co., Inc. located at 1236 N 18th Street.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Alderperson John Belanger, seconded by Jerry Jones

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt, Kevin Jump, Jerry Jones and Alderperson John Belanger

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, hazardous materials, health, storm drainage, etc.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. Submittal and approval of a landscape plan prior to building permit issuance.
4. Outdoor storage of materials, products or equipment shall be prohibited.
5. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance.
6. All areas used for parking/maneuvering of vehicles shall be paved.

7. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
8. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
9. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
10. Applicant shall obtain the required demolition permit for building to be removed.
11. If there are any amendments to the approved site plan, the applicant will be required to submit a new site plan review application reflecting those amendments.

Motion carried.

#### **NEXT MEETING**

8. March 25, 2025

The next schedule meeting is scheduled for March 25, 2025.

#### **ADJOURN**

9. Motion to Adjourn

MOTION TO ADJOURN AT 4:06 PM.

Motion made by Alderperson John Belanger, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Marilyn Montemayor, Kevin Jump, Jerry Jones and Alderperson John Belanger

Motion carried.