

CITY OF SHEBOYGAN

CITY PLAN COMMISSION MINUTES

Tuesday, September 29, 2026

MEMBERS PRESENT: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and Joe Clarke

EXCUSED: Alderperson Michael Close and Kevin Jump

STAFF/OFFICIALS PRESENT: Zoning Administrator Ellise Rose

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(s) of Interest

Braden Schmidt identified conflict of interest with agenda item #8 and Joe Clarke identified a conflict of interest with agenda item #9

MINUTES

4. Approval of the Plan Commission minutes from September 15, 2026.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON SEPTEMBER 15, 2026.

Motion made by Jerry Jones, seconded by Joe Clark

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and Joe Clarke

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by Habitat for Humanity Lakeside, Inc. to construct a single-family residence located at parcel #59281507210.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and Joe Clarke

Motion carried.

6. Public hearing regarding application for Specific Implementation Plan Amendment by Rachel Kohler to construct a 6' fence within the designated street yard setback located at 2125 N 3rd St.

Tryg Jacobson spoke.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Jerry Jones, seconded by Kimberly Meller

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and Joe Clarke

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

7. Application for Conditional Use Permit with exceptions by Habitat for Humanity Lakeside, Inc. to construct a single-family residence located at parcel #59281507210.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and Joe Clarke

1. Prior to operation/occupancy, the applicant shall obtain all licenses, and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
3. All new 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.

Motion carried

8. Application for Specific Implementation Plan Amendment by Rachel Kohler to construct a 6' fence within the designated street yard setback located at 2125 N 3rd St.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Jerry Jones, seconded by Kimberly Meller

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, and Joe Clarke

Abstained: Braden Schmidt

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, water, sewer, storm drainage, health, 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. Submittal and approval of a proposed storm drainage plan prior to building permit issuance.
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, etc.).
5. All areas used for parking/maneuvering of vehicles shall be paved.
6. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications.
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, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).

8. 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.).
9. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
10. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
11. 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, art, etc.
12. Applicant is responsible for working with all private and public utilities in order to adequately service this development (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
13. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department.

Motion carried.

9. Architectural review of the proposed facade renovation at the Stefanie H. Weill Center located at 826 N 8th Street.

MOTION TO APPROVAL AS PRESENTED.

Motion made by Braden Schmidt, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Braden Schmidt and

Joe Clarke

Abstained: Jerry Jones

Motion carried.

10. Gen. Ord. No. 15-26-27 by Alderperson Close amending section 101-21 of the Sheboygan Municipal Code so as to update the language regarding the frequency of the city plan commission meeting dates.

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and

Joe Clarke

Motion carried.

TENTATIVE DATE OF NEXT REGULAR MEETING

11. Next scheduled meeting: October 13, 2026 at 4:00 PM

ADJOURN

12. Motion to Adjourn

MOTION TO ADJOURN THE MEETING.

Motion made by Jerry Jones, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Kimberly Meller, Jerry Jones, Braden Schmidt and

Joe Clarke

Motion carried.

Meeting is adjourned at 4:19 pm.