

City Development 2021 Annual Report

The Department of City Development Annual Report outlines current trends, explores department initiatives and highlights development-related accomplishments.





Division Profile:

PLANNING AND DEVELOPMENT

Mission Statement

Actively promote a diverse, safe, and dynamic community and enhance the living, working, and recreational choices for all Sheboygan citizens and visitors.

Vision Statement

The vision of Planning and Development is to take a leadership role in creating opportunities for our City to continue to grow and sustain our diverse communities that define and give Sheboygan its unique character.

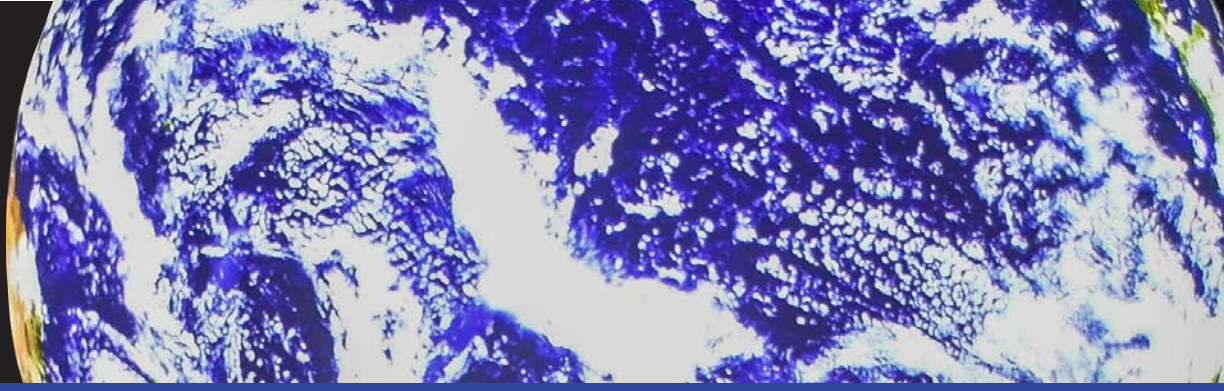
The Planning and Development Division Provides:

- Conditional use permits
- Site plan approval
- Zoning information and letters
- Home occupation approval
- Neighborhood association support
- GIS mapping services
- CDBG grant management
- Business loans
- Housing rehabilitation loans
- Grant writing
- Grant disbursement and management
- Plan/report writing and document design
- Sustainability initiative coordination
- Sign application approval
- Economic development services
- Business Improvement District support
- Green Tier Legacy Community representation
- Neighborhood planning services
- Landlord Training administration
- Visit Sheboygan support

Planning and Development Division Boards, Commissions, and Committees

- | | |
|--|------------------------------------|
| • Architectural Review Board | • Sustainable Sheboygan Task Force |
| • City Plan Commission | • Common Council |
| • Redevelopment Authority | • Board of Zoning Appeals |
| • Housing Rehabilitation Loan Commission | • Joint Review Board |
| • Historic Preservation Commission | |

Planning and Development staff coordinates meetings and provides these committees with professional reports and recommendations.



Planning and Development

COVID-19

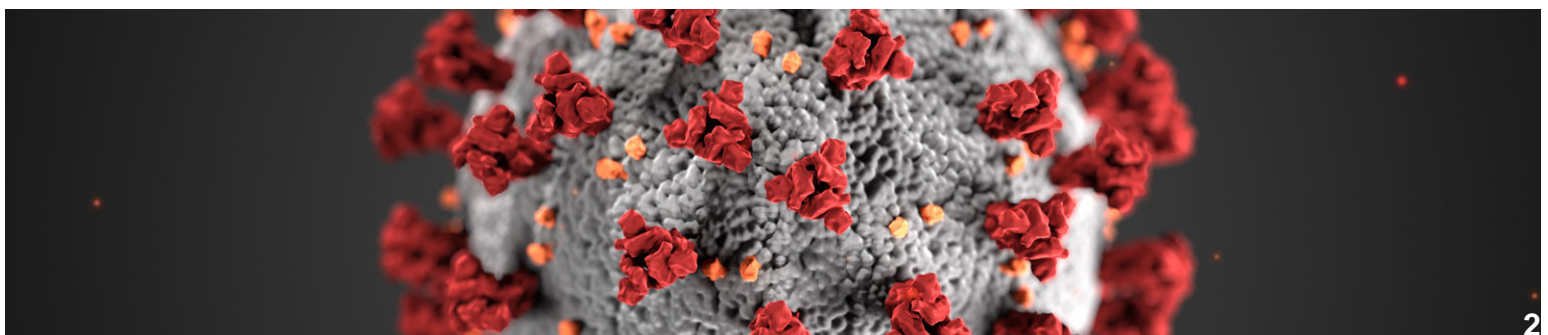
Small Business Emergency Assistance Program

The Small Business Emergency Assistance Program was rolled out in 2020 as a way to help small businesses during the pandemic. Using funding awarded by the US Department of Housing and Urban Development through the CARES Act, the City has given out a total of \$420,612.00 over the past two years to help small businesses with payroll, marketing, rent, inventory, and utility bills. In 2021, the City provided aid to 13 small businesses, bringing the total to 30 businesses assisted through the program.

Community Development Block Grant-CV2 with State DOA

In late 2020, the Department of City Development reached out to officials within the State of Wisconsin's Department of Administration. Governor Evers had tasked the agency with overseeing the state's distribution of an additional round of federal Community Development Block Grant (CDBG) funding being made available through the CARES Act. As one of the first entitlement communities to complete the state's application process, the City proposed utilizing any allocation to provide funding to nonprofit organizations working to mitigate the effects of the pandemic. In April of 2021, the City received notice that it would receive \$229,479 in CDBG-CV funds, which it awarded to the following four organizations:

- Lakeshore Community Health Center received \$60,000 to defray significantly increased expenses involved in hiring additional staff to serve as door screeners and COVID testers and obtaining cleaning supplies, personal protective equipment, and COVID tests.
- Habitat for Humanity Lakeside received \$60,000 to help with substantial income loss resulting from the closure of the ReStore, their primary source of revenue; the cancellation of the annual gala, their largest fundraiser; and program income reductions due to restrictions on volunteers and the resulting interruption to new home builds and rehabilitation projects.
- Mental Health America received \$54,979 to assist with additional expenses incurred due to a 200% increase in service requests, the need to create a new array of COVID-related resources, securing cleaning supplies and PPE and revenue loss due to funding cuts.
- The Salvation Army received \$50,000 to help with a two-fold increase in requests for services, a significant increase in costs for supplies (cleaning, PPE, mattress covers and bedding for the shelter, new boxes and bags for the food pantry) and reduced revenue due to the closing of its thrift store and cancellation of its annual fundraiser, the Salvation Ride.



Planning and Development ECONOMIC DEVELOPMENT

FOCUS ON HOUSING OPTIONS

Affordable Housing Market Study

In the fall of 2020, the Planning & Development Department initiated an Affordable Housing Market Study to better understand the City's housing climate. Completed in spring 2021, the study was composed of three core activities: data collection, stakeholder input, and the production of a final report which, when completed identified housing gaps within the City of Sheboygan.

Demand Projections

Rental Units 401-1,023 by 2030 (40-102/year)	<ul style="list-style-type: none"> • 184-471 up to \$918/month • 112-287 \$1,028-\$1,465/month • 104-266 greater than \$1,284/month 	Senior-Independent Living	<ul style="list-style-type: none"> • 1,005* subsidized • 284* market rate
Owner - Occupied Units 325-715 by 2030 (33-72/year)	<ul style="list-style-type: none"> • 60-131 up to \$129,000 • 64-141 \$146,000-\$222,000 • 45-100 \$192,000-\$281,000 • 156-342 greater than \$234,000 	Senior-Assisted Living	<ul style="list-style-type: none"> • 196 additional units

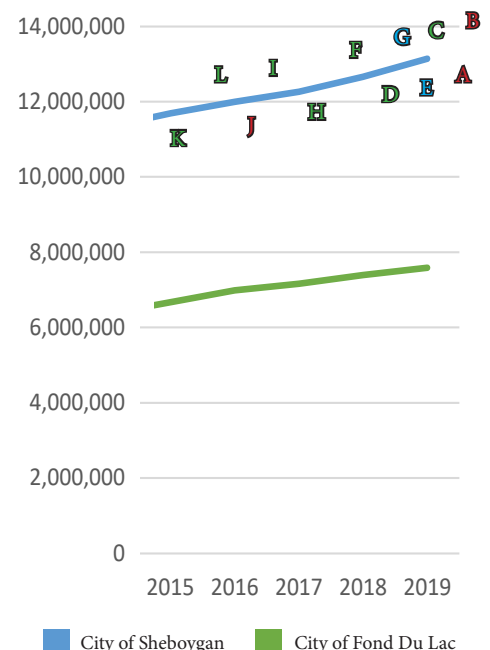
The City's population is projected to decrease by 2% over the next 10 years, however, population in the region is projected to grow and employers are anticipating continued hiring. At the same time, there is a demonstrated need for affordable and market rate housing in the City. Currently, 50% of existing rental

units are considered affordable for a hypothetical household earning the median income in Sheboygan (\$31,589). The creation of new apartment units has varied from between 70 and 100 per year from 2015 to 2017, to none in 2018 and then 232 in 2019. Approximately half of the units built in 2019 were affordable, Section 42-funded units with the remainder at market rate. A healthy rental unit vacancy rate is between 5% and 7% which provides an appropriate balance between supply and demand. Despite the addition of almost 1,000 units constructed since 2015, the vacancy rate for the City of Sheboygan sits at 3.3% indicating a lack in rental units within the City. It is projected that the City will need an additional 401-1,023 rental units by 2030 in varying price ranges. In addition to rental units, the City will also require an additional 325-715 owner-occupied units, 196 senior assisted living units, and 1,289 senior independent living units.

The study found that the average cost to construct a single one-bedroom unit was \$130,000, requiring rent of \$1,300 per month solely to recoup the investment. In order to realize monthly rents between \$500-\$700, as residents often request, the significant gap between the rent collected and the costs incurred must be filled by other funding mechanisms. The study highlighted several recommendations in order to help with Sheboygan's housing needs including establishing a Housing Committee, addressing funding challenges, purchasing and marketing redevelopment sites, and forming working groups with employers.

Gross Domestic Product (GDP) VS Residential Development

	Project	Approx. Value	Units
A	Badger State Lofts	\$30,500,000	118
B	The Oscar	\$47,000,000	240
C	Kingsbury Village	\$6,000,000	33
D	7Penn Apartments	\$13,000,000	66
E	South Pier Riverfront Condominiums	\$6,100,000	21
F	The Luxe Apartments	\$8,000,000	48
G	Water's Edge Condominium Complex	\$7,000,000	32
H	Encore Apartments	\$10,100,000	81
I	HighPointe Apartments	\$15,700,000	91
J	Washington School Apartments	\$3,000,000	43
K	Meadowland Apartments	\$4,500,000	88
L	Portscape Apartments	\$11,000,000	88
	Total	\$161,900,000	949



Affordable (401 Units) Market Rate (495 Units)
Condominium (36 Units)

Planning and Development

ECONOMIC DEVELOPMENT

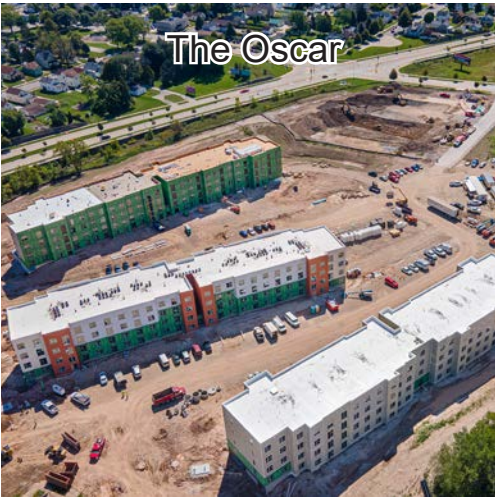
CONTINUED FOCUS ON HOUSING OPTIONS

Project	Approx. Value	Units	Type
Badger State Lofts	\$30,500,000	118	Affordable - Section 42
The Oscar	\$47,000,000	248	Market Rate
Kingsbury Village	\$6,000,000	33	Market Rate

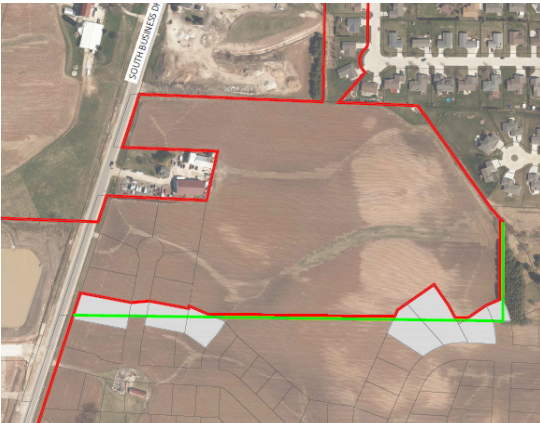
Oscar Development

The Oscar Development is a 240-unit multi-family development consisting of three stand-alone buildings, each housing 80 units. There is also a 6,690 square foot community building that includes gathering areas, a kitchenette, and a pet grooming spa, among other amenities.

In many instances, an apartment building is built as a standalone development with little connection to its surroundings. The vision for the Oscar has been to develop a neighborhood that just happens to be populated by renters. The plan includes sidewalks that extend beyond the buildings, connecting to the surrounding neighborhoods and Kwik Trip. A pocket park will occupy the northeast corner of the site with access to the new bike trail that will soon run along the eastern edge of the property. The plan envisions a playground, picnic tables, grills and the construction of a new pavilion which will incorporate elements salvaged from the existing garage building.



TAX INCREMENTAL DISTRICT (TID) UPDATE



TID 18 Boundary Amendment

Tax Incremental District No. 18 is an Industrial District created on January 1, 2018 to promote industrial development in Sheboygan County. The City amended the boundary to remove specified parcels from the District in order to align the TID boundary with the current Stonebrook Crossing Addition No. 1 final subdivision plat. The original TID boundary followed existing parcel lines and when the subdivision plat was completed the boundary split parcels making it difficult for the city assessor. Therefore, the City removed six parcels to follow the phase 1 subdivision plat.

The City is required to maintain whole parcels within the boundaries of the tax increment district. The boundary amendment ensured the City complied with this requirement and allowed the City to implement the development envisioned in the original project plan. 4

Closing of the Section 108 Loan for the Senior Community Center

Like many communities, Sheboygan expects the number of senior residents, and their needs, to grow substantially in the coming years. In early 2020, the City of Sheboygan and the Friends of the Senior Activity Center released a Request for Proposals seeking interested consultants to assist with determining how

enhanced senior services could help meet the growing needs of Sheboygan's seniors. Through a number of focus groups, surveys, and interviews it was determined that, in order to meet future programming requirements, the senior center will require approximately 30,000 square feet of programming space. The former senior center, housed in an old school, had less than half the recommended space at 14,000 square feet. With the Common Council's support, the City made an offer to purchase the former Save-A-Lot grocery store. Located just outside of downtown in a struggling commercial district and low to moderate income neighborhood, the community center's home will assist the City in realizing the neighborhood revitalization goals outlined in the current Consolidated Plan.

In order to finance this project, the City of Sheboygan requested loan guarantee assistance under Section 108 of the Housing and Community Development Act of 1974. The Section 108 Program is an important public investment tool providing communities with federally-guaranteed loans enabling them to utilize a small portion of their CDBG funds for larger projects with a significant impact. The request was approved in the principal amount of \$3,200,000 plus interest for the Senior Community Center project at 1817 North 8th Street in Sheboygan's Historic Grant Neighborhood. Of the \$3,200,000 approved, \$500,000 will be used to reimburse the City for the purchase price of the land acquisition and \$2,700,000 will be used for renovations of the building.



COMMERCIAL DEVELOPMENTS

Watershed Hotel Development

Watershed Development, LLC is constructing the Watershed Hotel at the northwest intersection of Niagara Avenue and N. 15th Street along the Sheboygan River just to the north of the River's Edge Condominiums. The hotel will be a two-story, 9,600 square foot hotel consisting of 25 guest rooms, a small event space, and an outdoor pavilion that can accommodate 150 guests. It is anticipated that the hotel development will produce an investment value of approximately \$3.6 million.

Selected for its proximity to the Sheboygan River, the views of Kiwanis Park, and the close proximity to downtown Sheboygan, developing an old, vacant riverfront industrial site into a 25-room boutique hotel will be a good use of this property improving the vacant site, filling a need for quality hotel accommodations, and adding to the commercial quality of the surrounding properties.



Planning and Development

ECONOMIC DEVELOPMENT

COMMERCIAL DEVELOPMENTS

Shopko Redevelopment

The Redevelopment Authority has entered into a loan agreement with NS Retail Holdings, LLC to loan the sum of \$375,000 for the redevelopment of the former Shopko site at 518 S Taylor Dr. This loan will cover working capital and soft costs, so as to allow for the creation of fifteen new permanent full-time equivalent positions, at least 51% of which are filled by persons from low to moderate income households, over the course of two years. The City will also be contributing \$325,000 towards the project.

The 98,000 square foot former Shopko facility has been vacant since May 2019. The new proposed re-development is to convert the existing one tenant facility into a three-tenant facility. Hobby Lobby will utilize approximately 61,000 square feet. Ross Dress for Less will occupy approximately 25,200 square feet. A third 12,300 square foot tenant space will be located at the southwest corner of the facility.

Popup Shop Winner - Six Turtles Boutique

The City of Sheboygan received eight applications for the 2021 Popup Shop Initiative which offers low-rate, short-term leases to entrepreneurs. Three finalists were selected by a review committee. Of the three finalists, Six Turtles Boutique was selected as the winner of the 2021 Popup Shop Initiative.

Six Turtles Boutique opened at 833 Pennsylvania Ave, Suite #102, in downtown Sheboygan, on October 15th, 2021. The store is an extension of Shop Lauren and Mike, an online boutique, owned by Sheboygan residents, Lauren & Mike Ries. They carry women's clothing in all sizes ranging from small to 3X, as well as accessories, home goods, gourmet food, and other small gifts.

Excited to give back to the community that helped launch their brick and mortar location, the boutique launched monthly community nights in November, offering an opportunity to support local individuals and organizations in need. "Through our online community we've been able to raise funds for organizations and individuals in need. We're looking forward to doing the same thing here in Sheboygan", said Lauren.

Six Turtles Boutique was also the recipient of the Mainstreet Bounceback Grant sponsored by the Wisconsin Economic Development Corporation (WEDC) which provides financial support to businesses that move into existing vacant commercial properties. The popup shop initiative is a collaboration of the City of Sheboygan, Sheboygan County Economic Development Corporation and the Harbor Centre Business Improvement District.

six turtles boutique

By: LAUREN & MIKE



Planning and Development

COMMUNITY DEVELOPMENT BLOCK GRANT

Each year, the Department of City Development receives Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). The City can grant up to 15% of its total allocation to public service agencies to support programming and offset administrative expenses. The department can also utilize up to 20% to reduce the cost of administering this complex federal program. In 2021, remaining CDBG funds were used for housing services and public facility improvements, including the reconstruction of Georgia Avenue. In 2022, CDBG funds are slated to reconstruct the Uptown Social (formerly known as the Senior Activity Center) parking lot and complete streetscaping improvements along the North 8th Street corridor adjacent to Uptown Social and the Habitat for Humanity Restore.

Community Development Block Grant Funding Distribution	Amount	Source
Partners for Community Development	\$25,000	CDBG 2021
Salvation Army	\$38,595	CDBG 2021
Sheboygan County Interfaith Organization	\$10,000	CDBG 2021
Shoreline Metro	\$42,493	CDBG 2021
Family Service Association	\$15,438	CDBG 2021
Family Connections	\$4,894	CDBG 2021
Lakeshore CAP	\$14,859	CDBG 2021
Big Brothers/Big Sisters of Sheboygan County	\$11,719	CDBG 2021
Georgia Avenue Reconstruction	\$350,000	CDBG 2021
Senior Center Streetscaping/ Parking Lot Improvements	\$76,141	CDBG 2021
Program Administration	\$171,713	CDBG 2021
Section 108 Payment	\$160,000	CDBG 2021
Habitat for Humanity	\$60,000	CDBG-CV2
Lakeshore Community Health Center	\$60,000	CDBG-CV2
Mental Health America	\$54,979	CDBG-CV2
Salvation Army	\$50,000	CDBG-CV2
Lakeshore CAP	\$231,000	CDBG-CV2
In Partnership with Lakeshore CAP	\$100,000	CDBG-CV3

Housing, Economic and Community Development programs. Beginning April 26, 2021, low- to moderate-income City residents could begin using the new on-line portal to apply for assistance through the Housing Rehabilitation Loan Program. The Neighborly Software platform is accepting applications for other federally-funded programs such as the City's Business Development Loan Program and Public Service program. The Housing Rehabilitation Loan Program provides funds to income-qualified homeowners for a variety of exterior improvements including windows, doors, siding, porch replacement, concrete driveway/pad, and roof replacement.



Neighborly Software Launch

The City of Sheboygan's Department of Planning and Development, together with the Finance Department, implemented a new software program, Neighborly, that promises to make the application process for its federally-funded loan programs more user friendly. Neighborly Software is a purpose-driven company providing cloud-based software solutions to improve the administrative efficiency and regulatory compliance of

Planning and Development

AMERICAN RESCUE PLAN ACT

American Rescue Plan Act Administration

In March 2021, the American Rescue Plan Act (ARPA) was passed into law by the Federal Government and provided \$65 billion in recovery funds for cities across the country. ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19. The City of Sheboygan was allocated \$22.4 million and in the first portion received \$11,003,103.

In October 2021, the Common Council approved a resolution expressing its intent to allocate the funds as follows:



Clean Water: Centralized wastewater collection and conveyance	
– Southside Interceptor Sanitary Sewer Project.....	\$9,950,000
Drinking Water: Source – Raw Water Intake Project.....	\$9,550,000
Aid to Tourism, Travel and Hospitality.....	\$563,489
Housing Support: Affordable Housing.....	\$2,076,511
Small Business Economic Assistance	\$160,000
Administrative Expenses.....	\$100,000

The Department of City Development is administering the funds on behalf the City of Sheboygan including tracking expenditures, completing required reporting, and managing programs funded by this act.

Development on the City’s Title VI Plan under the American Rescue Plan

The City of Sheboygan is committed to providing equal opportunities to all employees, applicants, residents, customers, and persons doing business with the City, and will ensure that people may participate in, enjoy the benefits of, and be free from discrimination under any program, activity, or service it administers without regard to any protected status.

Title VI of the Civil Rights Act of 1964 (Title VI) is a federal law which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance.

The City is committed to complying with the Title VI requirements for all programs, activities, and services delivered to the public. This Title VI Program serves as a guide and reflection of the City’s commitment to preserving the civil rights of all individual and group beneficiaries of City programs and services.

The City’s Title VI Coordinator, the City Administrator, is responsible for the overall Title VI Program. The Title VI Coordinator provides guidance and technical assistance on Title VI matters and has overall program responsibility for preparing reports and developing program procedures. The Department of the City Development, the City Attorney’s office and the City Administrator’s office worked collaboratively to develop the City’s Title VI plan in compliance with the American Rescue Plan Act of 2021.



Photo courtesy of Ruth Harker

Planning and Development

AMERICAN RESCUE PLAN ACT

ARPA Grant Application Requests

Though the City has already been awarded numerous funds through the American Rescue Plan Act, there are additional grants available through various state and federal programs that could help push some of the City's most needed projects forward.

The State of Wisconsin Neighborhood Investment Grant is one such funding opportunity. Shovel ready projects capable of meeting a December 31st, 2024 completion deadline were eligible to apply, with preference given to those within, or adjacent to, qualified census tracts. Three individual projects, the Commonwealth Affordable Housing Project, Partners for Community Development Affordable Housing Project, and Improvements at Kiwanis Park were submitted for a total request of \$15 million.

The City was also the co-applicant for two additional submissions with Visit Sheboygan; the State of Wisconsin Tourism Capital Grant and a Federal Economic Development Administration Grant, each in the amount of \$1.7 million. Both would be used to fund the Visit Sheboygan STEAM center on the City-owned property at the Visitor Center. Should either grant be awarded, the plan would be to move forward with construction in mid-2022.

In addition to the grant applications submitted by the City, the Sheboygan County Economic Development Corporation, along with United Way of Sheboygan County and Lakeland University, submitted a \$10 million application that includes the following:

- \$4.8 million for Workforce Housing (SCEDC)

- \$4.3 million for child care center (United Way)

- \$220,000 for Diversity, Equality and Inclusion Skills Programming (United Way and SCEDC)

- \$680,000 for the Co-op Program (Lakeland)

Each of these grants would provide resources and amenities vital to Sheboygan residents. The Department continues working to identify and pursue relevant funding opportunities.

Planning and Development

INTERAGENCY COOPERATION

Shipwrecks!

In February of 2021 the Department of City Development sponsored *Shipwrecks!* on PBS Wisconsin by supporting Friends of PBS Wisconsin with a one-time gift of \$10,000. In consideration of the City's donation, PBS began broadcasting 15-second commercials on each of its Midwest stations in March of 2021. The



23 promotional spots highlight the City's exceptional employment opportunities and first-class tourism.

Shipwrecks!, a 60-minute documentary, premiered on PBS Wisconsin on November 30th, 2021 and takes a dive into the Great Lakes to explore these nautical museums lying submerged beneath the waves, including several wrecks off Sheboygan's shore. Sheboygan is excited to be using this platform to market the City and encourage families to relocate here.



Planning and Development INTERAGENCY COOPERATION

Alliant Energy Solar Farm

Alliant Energy and the City of Sheboygan have reached an agreement to install a 1-megawatt (MW) solar facility in the Sheboygan Business Center. By adding the customer hosted solar facility, the City of Sheboygan will gain steady revenue in the form of leased land payments for the next 25 years. Renewable energy is expected to attract new businesses to the area, especially companies looking to achieve their environmental, social, and corporate governance (ESG) goals.

This unique partnership provides an opportunity for Alliant Energy and the City of Sheboygan to create a clean energy future. The solar facility is expected to be operational by March 2022. According to Alliant Energy, the Customer Hosted Renewables Program enables customers with extra land to host solar facilities and receive annual lease payments. It is part of the company's Clean Energy Vision, advancing toward the aspirational goal to attain net-zero carbon dioxide emissions from the electricity it generates by 2050.

Bird Scooters

In April of 2021 the Common Council adopted an ordinance allowing electric scooters to be used on City streets. In May, Bird Rides Inc. deployed 50 rentable electric scooters into the City and by the end of the summer 100 scooters were available. The scooters, which may be used on City streets of no more than 25mph, can be rented through an app and then left at the rider's destination for other riders to use.

In Bird's first summer in Sheboygan there were 523 active commuters who took 30,418 rides totaling 55,941 miles traveled. These scooters have proven to be popular in their first season here and are a more environmentally friendly alternative to traditional modes of transportation.



Jingle & Mingle

In partnership with Visit Sheboygan and Shoreline Metro, City Development hosted the first annual Jingle & Mingle holiday event at the City Green on December 4th. From noon to 6pm, this free event brought trolley rides, a vendor marketplace, kids activity area, and entertainment to Sheboygan's downtown. Even Santa and his elves stopped for a visit.



Event attendees were invited to enter an ugly Christmas sweater fashion show, an entertaining contest judged by the audience. A s'more station offered a great place to warm up while enjoying a tasty snack, and crafts and face-painting at the children's activity station kept the youngest attendees entertained. Participants were invited to sit back and enjoy the sounds of the season including traditional Renaissance pieces from the Kohler Madrigals and holiday classics from Laine, Caleb Klinzing and the É Glee Club. The Jingle & Mingle was the first winter event to be held at City Green, and the City hopes the event's success will encourage other organizations to consider hosting future winter events in the space.



Planning and Development NEIGHBORHOOD REVITALIZATION



Rock the Block 2021

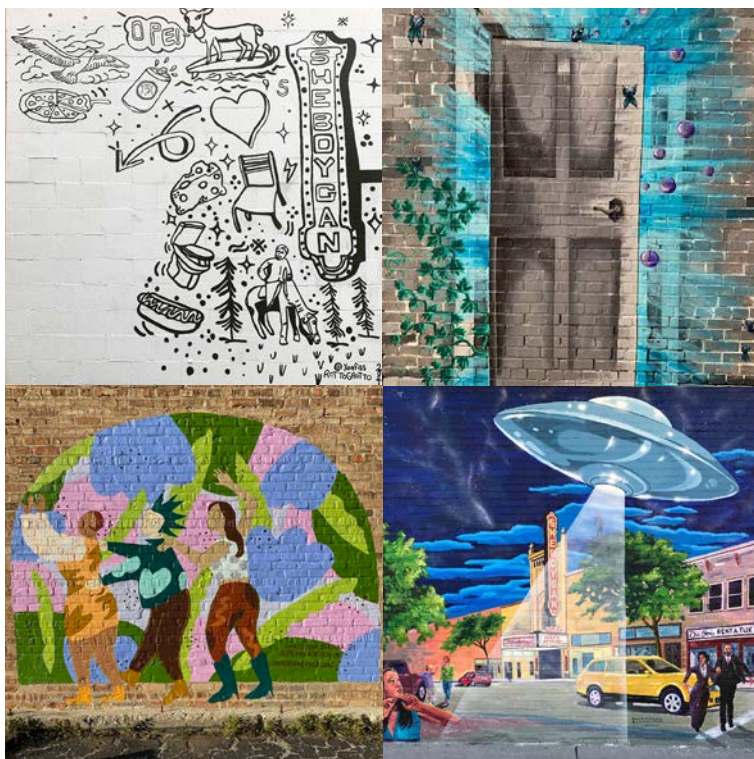
Habitat for Humanity Lakeside invited community members to join in its annual neighborhood revitalization program, Rock the Block, on September 16th, 18th, and 19th, 2021. This event brought together several community partners including the City of Sheboygan, the Sheboygan Fire Department, the Sheboygan Police Department, and the IBEW Local 494, along with local businesses, neighbors, and friends in a

concentrated effort to improve quality of life in a designated neighborhood. Through Rock the Block, Habitat provides affordable financing for exterior home repairs and community projects by engaging donors and mobilizing volunteers to have a positive impact in a focused area.

This year's efforts were focused on the Franklin Park neighborhood on Sheboygan's south side. Rock the Block was made possible by the many event volunteers and the generosity of Lowe's Home Improvement, Lead Sponsor; Associate Event Sponsors Alliant Energy, the City of Sheboygan, and the International Brotherhood of Electrical Workers Union Local 494; and several other donors.

Downtown Interactive Murals

In an initiative from the Department of City Development, during the summer of 2021 four new interactive murals were installed in Sheboygan's downtown. An interactive mural is a large-scale public painting that pedestrians can "interact" with in some way. Public Art has been a focus of the City of Sheboygan for several years, as evidenced by the JMKAC's "Sheboygan Project" and other recent public art installations in Downtown Sheboygan. The murals fit directly with the Art, Culture and Food theme the City is seeking for Downtown Sheboygan. The four murals were installed on DuBois Formalwear by Dale Knaak, Peabody's Pizza by Christina Thomas, and two on Nikki's Nex 2 New; one on the south wall by Danielle Dyksterhouse and one on the north wall by Xoe Fiss and Becca Kacanda. These murals will be landmarks beckoning visitors and locals alike to come to Sheboygan's downtown.





Division Profile:

BUILDING INSPECTION

The Building Inspection Division is dedicated to maintaining public safety in the construction environments throughout the City. To achieve this goal, the division develops and promotes uniform building codes, provides oversight through contractor licensing and building permits, and instructs contractors and homeowners on best practices.

Permitting

The Building Inspection Division's service window is open weekdays from 8am to 5pm. In addition to granting building permits and

contractor licenses, the Division's knowledgeable staff is available to answer questions regarding the permit application, zoning, building codes, required licensing and other construction-related concerns.

Coordination

The Building Inspection Division works closely with Planning and Zoning, Engineering, Utilities, Streets, Police, and Fire/Rescue during final inspections phase of a project, including final inspection and throughout criminal and fire investigations.

Enforcement

In order to ensure all construction within the City is code-compliant and meets State requirements, the Building Inspection Division has adopted all Wisconsin Department of Professional and Safety Services codes and standards including Building; Mechanical; Plumbing; and National Electric Code (NEC). In addition to the above, the International Property Maintenance Code provides the City's framework for property maintenance code enforcement.

Building Inspection Permits	2021 Issued	Total Fees Collected	2020	2019	2018	2017
Building	2188	\$416,160	2164 - \$505,307	1965 - \$578,249	1987 - \$402,912	2126 - \$395,216
Electrical	552	\$132,030	531 - \$195,350	444 - \$169,970	318 - \$243,815	338 - \$156,050
HVAC	562	\$151,485	499 - \$125,000	551 - \$227,500	526 - \$129,260	540 - \$153,045
Plumbing	459	\$80,480	336 - \$70,580	328 - \$89,680	436 - \$83,220	360 - \$79,400
Wrecking/Razing	20	\$3,028	22 - \$2,798	22 - \$4,062	21 - \$2,950	29 - \$4,799
Signs	73	\$8,519	69 - \$6,470	69 - \$9,308	74 - \$10,149	80 - \$10,653
Commercial Occupancy	32	\$8,250	24 - \$6,000	44 - \$11,000	32 - \$8,000	24 - \$5,100
Park Impact Fees	NA	\$47,808	\$111,908	\$144,224	\$9,846	\$72,751
Other Revenues	NA	\$18,944	\$143,961	\$65,840	\$14,032	\$225,790
Totals	3,886	\$866,704	3,645 - \$1,167,374	3,423 - \$1,299,833	3,394 - \$904,184	3,497 - \$1,102,804

Building Inspection Licensing	2021 Issued	Total Fees Collected	2020	2019	2018	2017
Weights and Measures	547	\$41,365	73 - \$30,946	76 - \$29,583	88 - \$29,435	99 - \$31,623
Contractor Licensing	803	\$88,323	291 - \$50,250	509 - \$78,415	79 - \$66,430	369 - \$78,415
Totals	1,350	\$129,688	364 - \$81,196	585 - \$107,998	167 - \$95,865	468 - \$110,038
Total Permits and Licensing	5,236	\$996,392	4,009 - \$1,248,570	4,008 - \$1,407,833	3,561 - \$1,000,049	3,964 - \$1,212,842



Building Inspection PERMITTING

Building Inspection Division Commissions, and Committees

The Building Inspection Division staffs the Board of Zoning Appeals and the Board of License Examiners. Building Inspection staff coordinates meetings and provides these committees with professional reports and recommendations.

MUNIS Upgrade

The City of Sheboygan utilizes Munis, a completely integrated ERP (Enterprise Resource Planning) software system. Used daily by the Building Inspection Division, the platform provides streamlined management of the building permit application process and inspection reports. With support for its current version of the software ending in 2021, the City undertook an ambitious system update in early March of 2021. The update resulted in a more user-friendly, streamlined process, and provided integration with the Munis module by Code Enforcement.



The Building Inspection

Division provides:

- Building inspection services
- Electrical inspection services
- Heating inspection services
- Plumbing inspection services
- Clearwater inspections
- Weights and Measures
- Residential and Commercial plan review
- Code enforcement
- Landlord/tenant concerns
- Contractor Licensing
- Occupancy inspections

Residential Housing Construction 2017-2021

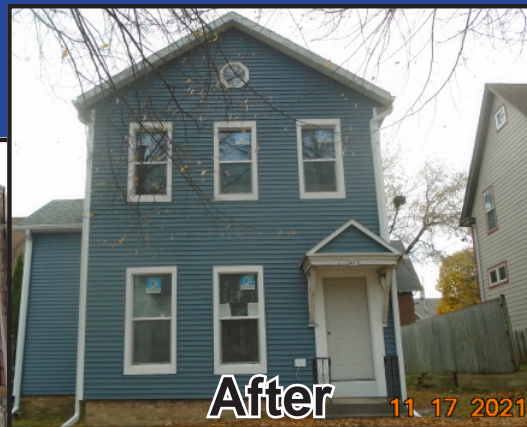
Year	Housing Type	Number of Units	Percentage	Number of Buildings
2017	Single	10	5%	10
	Duplex	36	20%	18
	Multi - Apartment	91	75%	1
	Multi - Condominium	0	0%	0
		137	100%	29
2018	Single	6	56%	10
	Duplex	2	44%	4
	Multi - Apartment	0	0%	0
	Multi - Condominium	10	0%	0
		18	100%	14
2019	Single	5	2%	5
	Duplex	2	1%	1
	Multi - Apartment	232	89%	3
	Multi - Condominium	21	8%	1
		260	100%	10
2020	Single	3	2%	3
	Duplex	32	16%	16
	Multi - Apartment	160	82%	2
	Multi - Condominium	0	0%	0
		195	100%	21
2021	Single	7	8%	7
	Duplex	4	4%	2
	Multi - Apartment	80	88%	1
	Multi - Condominium	0	0%	0
		91	100%	10

Building Inspection CODE ENFORCEMENT

2021 Code and Nuisance Orders

A vital component of the City's neighborhood revitalization efforts, the Department of City Development employs two part-time Code Enforcement Officers. Responsible for issuing code violations and nuisance orders, and then working diligently to obtain compliance, the Code Enforcement Officers improve the condition of Sheboygan's neighborhoods and protect the integrity of housing stock within the City. Orders can stem from neighbor complaints or from the Officer's own observations.

In 2021, the Code Enforcement Officers spent time in every Sheboygan neighborhood and issued orders throughout the City. While many orders are rectified and complied with upon the first issuance of a letter, many cases require diligent follow-up, a significant portion of our Code Enforcement Officer's work.



Nuisance Complaint Statistics

Total Number of Orders: 367
Sanitation Orders: 249
Zoning Orders: 29
Off Street Parking Orders: 89
Nuisance Citations Issued: 108

Housing Complaint Statistics

Inspections with Violations: 275
Violations Corrected: 961
Housing Citations Issued: 326

Interdepartmental Focus on Neighborhood Issues

The Code Enforcement Officers work closely with police officers, City attorneys, and the Department of Public Works employees to follow up on issues observed in our neighborhoods which require coordination and enforcement efforts beyond the capacity of the Building Inspection Division. Through this interdepartmental cooperation, Sheboygan has made significant strides in cleaning up our neighborhoods and setting a higher standard for property maintenance throughout the City.



Building Inspection CODE ENFORCEMENT

MUNIS Code Enforcement Implementation

The City of Sheboygan Building Inspection Department with guidance from Baecore Group consultants implemented the Munis® Code Enforcement module in August 2021. The Code Enforcement Module is part of the Munis® software solutions offered by Tyler Technologies who is “Helping government and schools by creating safer, smarter communities via industry-leading technology”. Munis® Code Enforcement is designed to manage daily inspections and activities related to property code enforcement violations. The module tracks complaints and violations related to a property, manages pre-established enforcement steps by violation type, and assists in sending out violation notices. The Code Enforcement module integrates with other Munis® modules including but not limited to Permitting, Inspections, Property and Contractor.



Landlord Training Program

The City of Sheboygan runs an annual Landlord Training Program for area landlords to become more familiar with current landlord/tenant laws, police procedures, tenant screening, and property maintenance. In 2021 the Department of City Development held two landlord training sessions, one in the spring and one in the fall. The fall session was

offered during the day in hopes of reaching the landlords that work second or third shift. Both sessions were a success with a total of 25 existing and potential landlords attending. Due to its success in 2021, the Department of City Development is planning on hosting two sessions again in 2022.

CITY DEVELOPMENT



From left to right: Chad Pelishek - Director of Planning and Development, Abby Block - Grant Coordinator, Janet Duellman - Community Development Planner, Bill Borzyskowski - Code Enforcement Officer (North Side), Jeffrey Lutzke - Building Inspector (North Side), Ellise Rose - Program Assistant, Linnae Wierus - Building Inspection Specialist, Joseph Folger - Electrical Inspector, Gary Van Auken - Licensing Specialist, Dave Anderson - Code Enforcement Officer (South Side), Steve Sokolowski - Manager of Planning & Zoning, Scott Winter - Plumbing Inspector, Pat Eirch - Building Inspector (South Side), John Ader - Permit Clerk

828 Center Avenue, Suite 208
Sheboygan, WI 53081
(920)459-3377