

CITY OF SHEBOYGAN
CITY PLAN COMMISSION MINUTES

Tuesday, January 09, 2024

MEMBERS PRESENT: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones and Kimberly Meller

EXCUSED: Alderperson Trey Mitchell

STAFF/OFFICIALS PRESENT: Program Assistant Ellise Rose

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 December 12, 2023.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD NOVEMBER 28, 2023.

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Kimberly Meller.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. Preapplication Conference by Van Horn Properties of Sheboygan LLC to construct a new Van Horn Kia facility located at parcels 59281215827 and 59024351652. SC Zone.

Van Horn Kia developer introduced the proposed development.

6. Concept Plan by Van Horn Properties of Sheboygan LLC to construct a new Van Horn Kia facility located at parcels 59281215827 and 59024351652. SC Zone

Discussion was held regarding the proposed Van Horn Kia development.

7. Application for Conditional Use with exceptions by Jos. Schmitt Construction to install new fencing at the Humane Society of Sheboygan County located at 3209 N 21st Street. UI Zone.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

1. Applicant shall obtain the necessary permits to install the fence.
2. The fence shall be screened on its external side with adequate plants so as to maintain an attractive appearance to said side.

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.
4. Fencing shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance. Applicant shall work with staff with regards to constructing appropriate and well-designed fence.
5. No temporary signage is permitted on the fence.
6. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Motion made by Jerry Jones, seconded by Ryan Sazama.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Kimberly Meller.

8. Application for Conditional Use Permit with exceptions by Abacus Architects to construct a new addition to the Pig Stop located at 2917 N. 15th Street. UC Zone

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS:

1. Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, storm drainage, health, alcohol, DNR, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall obtain the necessary liquor license in order to serve alcohol. Applicant may serve alcohol if and only if all required liquor licenses are obtained.
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. The uses shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
5. Submittal and approval of a storm drainage plan prior to building permit issuance.
6. Submittal and approval of a landscape plan prior to building permit issuance. Landscape plan shall include a legend that shows how the four (4) landscape criteria are being met. Landscaping shall be installed prior to issuance of an occupancy permit.
7. Dumpsters and/or grease receptacles shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatting (PDS) material in order to effectively screen the dumpster.
8. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, generators, venting, etc.). All kitchen exhaust shall vent through the roof of the building so all exhaust goes straight up. Kitchen hood shall be concealed (kitchen hood shall not be visible).
9. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets.
10. Applicant shall not be able to have string lights, pennants, inflatables, or other various types of temporary signage.
11. All areas used for parking or maneuvering of vehicles shall be paved. Applicant shall meet the minimum five (5) foot paving setback to all property lines.
12. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
13. Absolutely no portion of the building and/or site improvements shall cross the property line (buildings, parking, retaining walls, signs, landscaping, etc.).
14. 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.

15. 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.).
16. Applicant will provide adequate public access along the streets and the alley and will take all appropriate actions to minimize the time period that these sidewalks/streets will be closed/affected.
17. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
18. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
19. 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).
20. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, canopy, etc.), the applicant will be required to submit a new conditional use and/or architectural review application reflecting those amendments.

Motion made by Marilyn Montemayor, seconded by Jerry Jones.

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones, Kimberly Meller.

NEXT MEETING

9. January 23, 2024

The next meeting is scheduled to be held on January 23, 2024.

ADJOURN

10. Motion to Adjourn

MOTION TO ADJOURN AT 4:40 PM.

Motion made by Jerry Jones, seconded by Ryan Sazama

Voting yea: Mayor Ryan Sorenson, Ryan Sazama, Marilyn Montemayor, Braden Schmidt, Jerry Jones.