

CITY OF SHEBOYGAN

CITY PLAN COMMISSION MINUTES

Tuesday, May 26, 2026

MEMBERS PRESENT: Mayor Ryan Sorenson, Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller, and Joe Clarke

EXCUSED: Jerry Jones

STAFF/OFFICIALS PRESENT: Director of Planning and Development Taylor Zeinert and Zoning Administrator Ellise Rose

OPENING OF MEETING

1. Roll Call

Alderperson Michael Close called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify Potential Conflict(s) of Interest

No conflicts of interest are identified.

MINUTES

4. Approval of the Plan Commission minutes from May 12, 2026

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON MAY 12, 2026.

Motion made by Braden Schmidt, seconded by Kim Meller

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by Mai See Yang to operate a claw machine arcade located at 931 N 8th Street.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Joe Clarke, seconded by Braden Schmidt

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

6. Public hearing regarding application for Conditional Use Permit with exceptions by Milbrew Holdings to construct and operate a 7 Brew located at parcel #59281470505.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Joe Clarke, seconded by Kimberly Meller

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

7. Public hearing allowing interested parties to be heard relative to a proposed amendment to the City of Sheboygan's Official Zoning Map. The purpose of the amendment is to change the Use District Classification of property located at 2040 North Avenue - Parcel No. 59281629560 from Class Urban Industrial (UI) to Urban Commercial(UC) Classification.

No public comment.

MOTION TO CLOSE THE PUBLIC HEARING.

Motion made by Braden Schmidt, seconded by Joe Clarke

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

8. Application for Conditional Use Permit by Claw Lounge LLC to operate an indoor entertainment facility located 931 N 8th Street.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Braden Schmidt, seconded by Joe Clarke

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller 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. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, dumpster(s) 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 and enclose the dumpster.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. 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.
7. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall work with staff with regards to constructing a well-designed signage for the site that utilizes colors and materials similar to the building. Staff may bring the proposed signage design back to the Plan Commission for review/approval.

Motion carried.

9. Application for Conditional Use Permit with exceptions by Milbrew Holdings to construct and operate a 7 Brew located at 3715 Washington Avenue.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Kevin Jump, seconded by Braden Schmidt

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller 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. Prior to building permit issuance, applicant must record with the Sheboygan County register of deeds a Certified Survey Map splitting the parcel.
3. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
4. If using dumpsters, dumpster(s) 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 and enclose the dumpster.
5. All outdoor storage of materials, products or equipment shall be prohibited.
6. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
7. 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.
8. 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).
9. 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.).
10. 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, etc.
11. If there are any amendments to the approved use and/or site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Exceptions granted:

- To have a .871 acre
- To have a landscape surface ratio of .213
- To have a 0 ft paved surface setback

Motion carried.

10. Architectural review of a proposed 7 Brew located at 3715 Washington Avenue.

MOTION TO APPROVE AS PRESENTED.

Motion made by Joe Clarke, seconded by Kevin Jump

Voting yea: Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

11. Gen. Ord. No. 2-26-27 by Alderperson Close amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification of Parcel

No. 59281629560, 2040 North Avenue, Sheboygan, WI from Class Urban Industrial to Urban Commercial Classification.

MOTION TO RECOMMEND APPROVAL TO THE COMMON COUNCIL.

Motion made by Joe Clarke seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

12. Application for Special Use Permit by Fundamentals, LLC to operate a charter school located at 2040 North Avenue.

MOTION TO APPROVE AS PRESENTED.

Motion made by Joe Clarke, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

1. This Special Use approval is contingent upon Common Council's approval of the rezone to Urban Commercial.
2. 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, State of Wisconsin, etc. An occupancy permit shall be granted only at such time as the applicant has met all requirements.
3. If dumpsters are used, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Applicant will provide plans that show the location of any dumpsters and will provide plans that show how the dumpster is to be screened and enclosed (design, materials, colors, location, etc.).
4. Outdoor storage of materials or equipment shall be prohibited.
5. 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.
6. Applicant shall work with staff with regards to appropriate signage. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
7. If there are to be any remodel/renovations to the exterior of the facility, the applicant will be required to obtain Architectural Review approval prior to receiving a building permit for such remodel/renovation.
8. If there are any amendments to the approved Special Use Permit, the applicant will be required to submit a new application reflecting those amendments.

Motion carried.

TENTATIVE DATE OF NEXT REGULAR MEETING

13. Next tentative meeting: June 9, 2026 at 4:00 PM

ADJOURN

14. Motion to Adjourn

MOTION TO ADJOURN THE MEETING

Motion made by Kevin Jump, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Alderperson Michael Close, Braden Schmidt, Kevin Jump, Kimberly Meller and Joe Clarke

Motion carried.

Meeting is adjourned at 4:23pm.