

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Special Use Permit by Johnston Bakery to construct a new building addition to their facility located at 3320 Weeden Creek Road. SI zone and Sheboygan Business Park Protective Covenants

REPORT PREPARED BY: Steve Sokolowski, Manager of Planning and Zoning

REPORT DATE: December 9, 2022

MEETING DATE: December 13, 2022

FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

Johnston Bakery is proposing to construct a new addition to their facility in the Sheboygan Business Park located at 3320 Weeden Creek Road. The applicant states the following:

- The Johnston Bakery plant manufactures frozen dough for use in the baking industry. The frozen dough market has seen continued growth the past several years. This has created a need for additional production and cold storage space at Johnston's Bakery Frozen Dough Plant to meet the continuing demand and growth of the frozen dough market.
- This expansion is needed for additional freezer space for the same activities that are conducted at this time. Proposed addition location permits better work flows. There is no change to the use or operation of the facility.
- The existing plant has had several additions over the years and is currently 19,200sf.
- The proposed addition consists of an approximately 10,450sf expansion to the production and cold storage spaces of the facility, with 8,660sf going to production and 1,790sf of cold storage.
- The proposed construction start is spring of 2023 with anticipated completion by September 2023. Estimated cost for the addition is approximately \$1,000,000.
- Normal operation of the plant is 4am until 8pm, Monday through Friday, with occasional Saturday work.

- Approximately 12 employees are currently working at the facility, with an average of seven (7) employees in the building at any given time. The number of employees is anticipated to increase slightly over the next 3 years.
- The number of trucks per day will remain unchanged at 2 to 3.

The applicant states the following about the architecture:

- The existing building pre-engineered metal building with a light tan colored vertical metal siding. A 30" block wainscot appears on the west and south sides of the building. The roof of the production area is a dark brown colored standing seam metal roof. The existing freezers are clad freezer panels that are painted a neutral color that compliments the metal building. The freezers have a low-slope membrane roof.
- The intent is to match the existing building as much as possible. The pre-engineered metal building that will be used for production will have vertical metal siding, wainscot, and dark brown metal roof to match the existing. The freezer expansion will consist of metal clad freezer panels that will be painted the same neutral color as the existing and have a membrane roof.

Site improvements include:

- The proposed addition is 10,450sf and the facility will now be a total of 29,650sf.
- A new driveway with turnaround will be extended on the north side of the property.
- There will be no fencing, screening, or dumpster enclosures included as part of this project.
- Landscaping, lighting and storm water will be provided in accordance with the City ordinance.

STAFF COMMENTS:

The site plan refers to a new a gravel driveway and cul-de-sac at the northeast corner of the building. A couple of comments concerning this proposal:

- Johnston's Bakery owns two (2) parcels of property in the Sheboygan Business Park – Parcel# 59281470691 (manufacturing plant) and Parcel# 59281470712 (vacant and undeveloped). A portion of the cul-de-sac appears to be located on the vacant and undeveloped parcel, therefore, the applicant will be required to combine these lots prior to building permit issuance because such a driveway is not permitted to cross property lines.
- The applicant also shows this driveway and cul-de-sac to be compacted gravel. However, per the Sheboygan Business Park Covenants and the City zoning ordinance all driveways are to be paved. Thus, staff will be recommending a condition of approval that this new driveway and cul-de-sac be paved.

ACTION REQUESTED:

Staff recommends approval of the site plan subject to 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, health, storm drainage, hazardous materials, DNR, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
3. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
4. Submittal and approval of a landscape plan prior to building permit issuance. Landscape plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Landscaping shall be installed prior to issuance of an occupancy permit.
5. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.
6. Outdoor storage of materials, products or equipment shall be prohibited.
7. 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, etc.).
8. All new lighting shall be installed per Section 15.707 of the Zoning Ordinance.
9. Applicant shall obtain the necessary sign permits prior to installation. The proposed signage shall meet the City of Sheboygan Zoning Ordinance and Business Park Protective Covenants. All signage must be submitted to and reviewed/approved by the City of Sheboygan Architectural Review Board.
10. Applicant shall be permitted to install individual letter signs – no cabinet or panel signs.
11. Applicant shall meet minimum 50 foot building setback to the south street side property line. Applicant shall submit an updated site plan reflecting this 50 foot setback. It is the applicant's responsibility to insure the building meets the required setback.
12. All areas used for parking/maneuvering of vehicles shall be paved (no gravel permitted).
13. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
14. 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.
15. Any work within City of Sheboygan Public rights-of-way, stormwater easements, etc. shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, driveways over storm water easements, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
16. 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.).
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. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).

20. 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.
21. Applicant shall adequately address all Sheboygan Water Utility concerns related to this development.
22. Applicant shall adequately address all Fire Department concerns related to this development.
23. Building permits shall be issued only at such time as the applicant can provide a Certified Survey Map (CSM) or recorded documentation from Sheboygan County that the two (2) parcels have been combined into one (1) parcel as depicted on the approved site plan.
24. Applicant shall meet the Sheboygan Business Park Protective Covenants.
25. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design.
26. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use and/or architectural review application reflecting those amendments.

ATTACHMENTS:

Special Use Permit Application and required attachments