

MINUTES
CITY PLAN COMMISSION

City Plan Commission, Tuesday, January 12, 2010 at 4:00 P.M. in the Third Floor conference room, City Hall, 828 Center Avenue. Chairperson Mayor Bob Ryan presided.

Present: John Van Der Male, Bert Guillette, Steve Hemsing, Jerry Jones, Ald. Mark Hanna, Ryan Sazama and Mayor Bob Ryan

Staff present: Steve Sokolowski, Paulette Enders and Chad Pelishek

Others present: Robert Hoopman, Verna Hoopman, James Hoopman, Jim Price, Chris Merklein, Fritz Fischer, Tom VanDerPloeg, John Winter and Ald. Jean Kittelson

The Pledge of Allegiance was recited.

Approval of minutes of the December 13, 2009 meeting.

Ald. Hanna moved, Jerry Jones seconded to approve the minutes of the December 13, 2009 meeting. The motion passed unanimously.

Conditional Use Permit application by Jim Pankow, Inc. to redevelop the existing Q-Mart Service Station located at 4650 S. 12th Street.

Robert Hoopman, Verna Hoopman, James Hoopman, Jim Price, Chris Merklein, Fritz Fischer and John Winter were present to discuss this matter with the Commission.

Q-Mart will be constructing a new 4,142 square foot service station, gas canopies, additional paving, additional landscaping, dumpster enclosure and other various improvements. The front of the building will face Weeden Creek Drive. The existing facility will be demolished upon completion of the new service station.

Mayor Ryan and Ald. Hanna recused themselves from the discussion and will abstain from voting because of a conflict of interest. Vice-chairperson Jerry Jones chaired the meeting for this discussion.

The Architectural Review Board approved the building at their January 11, 2010 meeting, but the gas canopy island plan still needs to be submitted and reviewed by the Board.

Per the Zoning Ordinance, a 6 foot tall solid fence is required along the residential properties to the west, south and southwest. Mrs. Verna Hoopman, who owns the property at 1305 Weeden Creek Drive which is immediately west of the proposed gas station, indicated she would prefer to have the fence installed to the south of her existing shed, but did not want the fence constructed

north of her shed. The Commission also discussed the need for the fence along the south and southwest property line and determined a fence is not needed due to the amount of existing landscaping and the amount of new landscaping to be installed.

There are no plans for a carwash at this time. If at sometime in the future a carwash would be added, a conditional use permit would need to be applied for.

There will be no product display along the front of the building. All displays will be on the sides of the building.

Following due consideration, Jerry Jones moved, Steve Hemsing seconded to approve with the following conditions:

1. Submittal/approval of a proposed storm drainage plan.
2. Submittal/approval of a proposed landscape plan that provides a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Applicant shall also meet all landscape bufferyard requirements.
3. 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 Slating (PDS) material in order to effectively screen the dumpster.
4. All fencing shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance.
5. The fence along the west property line shall be installed to the south side of the existing shed located at 1305 Weeden Creek Road – the proposed fence is not required to be installed north of the shed located at 1305 Weeden Creek Road.
6. The proposed fence is not required to be installed along the south and southwest property lines.
7. Outdoor storage of materials, products or equipment shall be prohibited.
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, satellite dishes, etc.).
9. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
10. All areas used for parking or maneuvering of vehicles shall be paved.
11. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
12. Applicant shall obtain the necessary conditional use and sign permits prior to installation. Applicant will submit a conditional use permit and sign permit for all wall, canopy and freestanding signs they are proposing to install
13. 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, etc.).
14. 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.).

15. Applicant shall obtain all necessary razing permits for all structures to be demolished.
16. Applicant must receive approval from the Architectural Review Board for all structures (building, canopy, etc.) prior to issuance of a building permit.
17. Applicant shall remove the temporary Q-Mart banner signs advertising “Miller Light Cases” and “Palermo’s Pizza” located throughout the site prior to building permit issuance (light poles along S.12th Street, wooden pole next to Weeden Creek driveway and banner on the southeast corner of the site).
18. An updated site plan shall be submitted showing the location of the building and fence location prior to building permit issuance.

The motion passed 5-0 with Mayor Ryan and Ald. Hanna abstaining.

Conditional Use Permit application by Marshall Sign to install new wall signage at Geno Nottolini’s Pizza located at 2629 Calumet Drive.

At the December 15, 2009 meeting, the Plan Commission approved a Conditional Use Permit application by AC Sign to install wall signage at Geno Nottolini’s Pizza located at 2629 Calumet Drive. Since that meeting, Mr. Nottolini has hired Marshall Sign to install the signage. The proposed signage is similar to the signage.

Following due consideration, Jerry Jones moved, Steve Hemsing seconded to approve with the following conditions:

1. Applicant shall obtain the necessary sign permit prior to installation.
2. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.

The motion passed unanimously.

Site Plan Review application by Plastics Engineering to construct a new railcar unloading station at 2732 N. 15th Street.

Tom VanDerPloeg was present to discuss this matter with the Commission.

The new railcar unloading station will be located east of the existing railcar unloading station. This will permit two additional railcars to be unloaded for a total of 4 railcars per day. Additional railcar unloading capacity is needed to meet production demands.

Following due consideration, Ald. Hanna moved, John Van Der Male seconded to approve with the following conditions:

1. Applicant shall obtain all necessary permits for the construction of the building as well as all necessary permits for the storage of hazardous chemicals (applicant shall be in contact with building inspection, fire department, etc.).
2. Submittal and approval of a proposed storm drainage plan.

3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. All areas used for parking or maneuvering of vehicles shall be paved.
6. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.

The motion passed unanimously.

Res. No. 153-09-10 approving the 2010-2014 Consolidated Plan for Housing and Community Development utilizing Community Development Block Grant through the Dept. of Housing and Urban Development.

The Consolidated Plan process is a necessary requirement to maintain the City's eligibility to receive Federal Block Grant funds.

Following due consideration, Jerry Jones moved, Ald. Hanna seconded to recommend approval of the Resolution. The motion passed unanimously.

Being no further business, the meeting adjourned at 4:40 P.M.

Carol Rudie
Recording Secretary