



CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, March 25, 2014 in the 3rd Floor Conference Room at City Hall, 828 Center Avenue. Mayor Mike Vandersteen presided.

Present: Mayor Mike Vandersteen, Ald. Scott Versey, Ryan Sazama, Jose Araujo, Jerry Jones, John Van Der Male and Don Cvetan

Staff present: Chad Pelishek and Janet M Duellman

Others: Duwayne Hameister, Steve Bawmhardt, George Gahagan and Erik Jensen.

The meeting was called to order at 4:00 pm and the Pledge of Allegiance was recited.

Approval of minutes of the February 25, 2014 meetings.

Ald. Scott Versey moved to approve the minutes, Jerry Jones seconded. Motion passed unanimously.

Precise Implementation Plan by Dan Welsch, Dumper Dan's Charter Fishing Fleet, to construct a new shanty building in the South Pier District.

Erik Jensen and George Gahagan were present.

Applicant is proposing to construct and operate Dumper Dan's Charter Fishing Fleet Shanty within the "Shanty" area of the South Pier District between Jomaji Salon and Spa and Harry's Prohibition Bistro. This building will provide a convenience shop for Dumper Dan's Charter fishing customers during the charter season along with two (2) lodging units designed for fishing groups who typically book one of the six (6) charter boats. Each unit has two-bedrooms, one bath, a lounge area, and a kitchenette with a refrigerator and microwave. The retail shop will be open from approximately 5:00am to 9:00pm every day fishing charters are booked. The normal season is approximately 6 months, May through October. The lodging units will most likely be used during the season and possibly in the off-season depending on demand.

Erik Jensen provided a new design with awnings over the first floor windows along with landscaping that was recommended at the Architectural Review Board.

The Plan Commission discussed the length of a "typical" charter and the proposed off-season stays.

George Gahagan stated that the length of a charter is usually 1-2 nights.

Jerry Jones moved, Ryan Sazama seconded 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, health, storm drainage, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The building shall meet the South Pier Design Guidelines.
 3. The front shanty building façade shall be redesigned to have a more appealing street design that is more compatible with other shanty structures and more appropriate for the S. Pier Drive street frontage. The Architectural Review Board shall approve all exterior building elevations.
 4. 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).
 5. Submittal and approval of a proposed storm drainage plan.
 6. Dumpster shall be screened and enclosed, and constructed of like materials and colors of the facility.
 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, satellite dishes, etc.).
 8. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.
 9. 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. Signage will be wood and will not be illuminated. Applicant will be required to submit the final design package in order to be incorporated into the approved PIP. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. Staff may bring the proposed signage design back to the Plan Commission for review/approval.
 10. If applicant intends on constructing any structures, patios, sidewalks, etc. within the City of Sheboygan right-of-way and/or public promenade an encroachment will be required to be obtained.
 11. 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.).
 12. 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.
 13. Applicant will provide adequate public access along the promenade and S. Pier Drive and will take all appropriate actions to minimize the time period that these sidewalks/streets will be closed/affected.
 14. The PIP is approved if and only if the approved site plan exactly matches the parcel to be created. If there are any amendments to the approved PIP, the applicant will have to submit an amended PIP for review by the City of Sheboygan Plan Commission that accurately reflects any and all proposed changes prior to making such changes to the structure and/or the site.
 15. The use of the shanty residential unit(s) is for transient guests only. "Transient" has the meaning given in Sec. 77.52(2)(a)1, Wis. Stats. Dumper Dan's may not rent these as residential dwellings (long term residential dwelling rentals are not permitted).
 16. Applicant will have an executed lease agreement with the Redevelopment Authority of the City of Sheboygan prior to issuance of a building permit.

Exemptions granted:

- Minimum # of parking spaces required is 6 – Applicant is proposing 0 parking spaces.
- Applicant is requesting an exception from the 1.5 to 2.5 story peaked roof structure – Applicant is requesting the building be approved with 1-story with 10 foot high side walls.
- Applicant is requesting an exception from the 2,000sf building footprint – Applicant is proposing a 2,080sf building footprint

The motion passed unanimously.

Conditional Use Permit and Variance application by SACO Polymers to construct a building addition to their existing facility at 3220 Crocker Avenue.

DuWayne Hameister and Steve Baumhardt were present.

SACO Polymers Plant 1 is presently a 94,535sf and manufactures plastic compounds for use in other manufacturing industries and is surrounded by paved parking and drives, several smaller buildings and material silos.

SACO is proposing two, one-story additions on the north side of the plant. The High Bay Addition will be 4,356 square feet and the plant addition will be 28,994 square feet. The Plant Addition will provide for the immediate installation of new manufacturing equipment, free up existing space to enlarge SACO's research and development department, and will accommodate projected growth for several years. The High Bay Addition would accommodate a new gravity feed materials system that would replace current vacuum systems for conveying powdered materials. The proposed improvements would increase these numbers to 240 employees spread across 3 shifts, with the largest shift numbering 132 persons.

SACO is proposing the following site improvements: existing paved drives shall be extended by new paved drives, a new paved North Pallet Storage Area encircling the North end of the additions, a supplemental paved West Pallet Storage Area at the West side of the property to be screened from the street by chain-link fencing with privacy slats and landscaping, new paved connecting drive to facilitate travel from Plant 1 to Plant 2, relocation of two loading docks and a trash compactor, two addition loading docks to be constructed, a new lean-to type Smoking Shelter will be constructed, and lighting will be addressed.

The committee discussed the temporary parking.

Ald. Scott Versey moved, Jerry Jones seconded to approve with the following conditions:

1. 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, hazardous materials, health, water, sewer, storm drainage, etc. (Applicant shall be in contact with building inspection, fire, police, etc.). An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Submittal and approval of a proposed storm drainage plan.
3. Submittal and approval of a proposed landscape plan that provides a legend that shows how the four (4) landscape criteria are being met (Except for those areas the Plan Commission granted a locational variance).

4. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.
5. Applicant will be required to obtain a sign permit for each sign to be installed on the property prior to installation.
6. Dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.
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, satellite dishes, etc.).
8. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.
9. Applicant will be required to screen the permanent pallet storage area on the west side of the site. That screening can either be landscaping or fencing. If using landscaping, applicant will submit a landscape plan to show how this area is being screened. Applicant will install landscaping that is high enough to screen materials immediately (applicant shall not install young plantings that do not properly screen the pallets such as plantings that are 2, 3, or 4 feet in height). If using fencing, the fencing shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen and enclose the pallet area and/or dumpsters.
10. The north pallet storage area shall be adequately maintained and kept in a neat and orderly manner.
11. All equipment, materials, and scrap shall be stored inside the building.
12. All areas used for parking/maneuvering of vehicles shall be paved.
13. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
14. The applicant shall pave and landscape the entire temporary parking/outdoor storage area on the east side of the Saco Plant 1 property 60 days after the addition project is complete (temporary parking lot actually located on Saco Plant 2 property). Applicant shall meet all zoning requirements, submit all necessary plans (zoning, building, stormwater and landscaping, etc.) and obtain all necessary permits prior to paving this area.
15. Applicant shall create a shared parking and access agreement between the Plant 1 and 2 parcels (Parcel #'s 423860 and 423850).
16. No pallet and/or outdoor storage will be permitted in this newly constructed central parking lot area shared by Saco Plants 1 and 2 after this area is converted into a permanent parking lot.
17. Applicant will provide adequate public access along Crocker Avenue, S. 31st Street and S. 32nd Street and will take all appropriate actions to minimize the time period that these streets will be closed/affected.
18. 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, temporary and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
19. 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.
20. The addition will meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.

21. Applicant shall finish painting the concrete block where they have installed new windows and doors on the east side of the facility (southeast corner of the 2005 addition). Block shall be painted a matching color.
22. Applicant shall meet all of the requirements of the Sheboygan Industrial Park #1 Protective Covenants.
23. 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.

Variance granted:

- Requesting a variance from the locational landscaping requirements - Applicant shall meet the four (4) locational landscaping requirements.
- Applicant is requesting a zero (0) foot paving setback for the new interior access road to Saco Plant 2 on the north side of the property and to have a zero (0) foot paving setback to the new temporary parking/outdoor storage area along the common east property line (center part of site) – minimum five (5) foot paving setback required.
- Applicant is requesting a variance to have 45 onsite parking spaces – minimum number of parking spaces required is 85 (one space per each employee on the largest work shift).
- To have a temporary gravel parking lot/storage area during the construction phase of the SACO Plant 1 building addition project – All areas for parking and maneuvering shall be paved.

G.O. 57-13-14 annexing territory owned by the City to the City of Sheboygan, Wisconsin.

This 11 acre parcel is the first parcel that the City owns on the West side of I-43. The city is proposing to annex it to the City along with zoning the parcel SI.

Ryan Sazama moved to approved, Don Cvetan seconded.

The motion passed unanimously.

R.O. 289-13-14 by the City Clerk submitting a communication from Attorney Michael Bauer providing documentation regarding initiating proceedings to vacate and discontinue the West 33 feet of a public right-of-way in the Town of Sheboygan known as N. 32nd St.

Ald. Scott Versey moved to accept and file, Jose Araujo seconded.

The motion passed unanimously.

Res. 155-13-14 authorizing the purchase of 1022 Erie Avenue for the purposes of the razing the property for new private investment in the neighborhood as part of the Neighborhood Revitalization Strategy Area activities.

1022 Erie is the last property left on Erie Avenue for the City to purchase. With this purchase the city and habitat will be able to create 3 new lots with 3 new homes on them.

Ald. Scott Versey moved to approved, Jose Araujo seconded.

The motion passed unanimously.

Adjournment.

John Van Der Male moved to adjourn, Jose Araujo seconded.

The motion passed unanimously. Meeting adjourned at 4:32 pm.

Janet M Duellman
Recording Secretary