



## CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, April 8, 2014 in the 3<sup>rd</sup> 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: Steve Sokolowski, Chad Pelishek, and Janet M Duellman

Others: Roger Ostermann, Bob Werner, Lee Montemayor Jr, Marilyn Montemayor, Ken Horken, Michael Gleiter, and Scott Stangle.

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

### Approval of minutes of the March 25, 2014 meetings.

Ald. Scott Versey moved to approve the minutes, Jose Araujo seconded. Motion passed unanimously.

### Conditional Use Permit and variance application by RLO Sign, Inc. to install a new monument sign at the new Culvers located at 2510 Washington Avenue.

Ken Horken and Roger Ostermann were present.

Applicant is proposing to install a new 10 foot high monument sign at the southwest corner of the site (along Washington Avenue and S. Business Dr II). The "Culvers" portion of the sign is 51sf and the readerboard is 15sf. The proposed monument and readerboard sign will advertise "Culvers", the flavor of the day and daily specials.

Mr. Horken explained that the reason they are requesting a taller sign is so that the letter size on the readerboard sign are easier to read. A taller sign permits a larger readerboard which allows for taller message letters so that potential customers driving by can more easily read the flavor of the day and daily specials. Mr. Horkan stated he prefers the manual readerboard because it is easier to read a message compared to a scrolling electronic message center.

Jose Araujo moved, Jerry Jones seconded to approve with the following conditions:

1. Applicant shall obtain the necessary sign permits to install the sign.
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.
3. The monument sign shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
4. The sign will be a maximum of 10 feet high (grade to peak of sign).
5. All freestanding signs shall meet the required 12 foot setback from all property lines (closest edge of sign to property line). It is the responsibility of the applicant to insure the sign meets the required 12 foot sign setback.
6. Applicant shall verify that the proposed sign location is located outside of the vision

triangle per Section 15.703 of the City of Sheboygan Zoning Ordinance, Visibility Standards.

Variance granted:

- Install a 10 foot high monument sign – maximum monument sign height is 8 feet.

The motion passed unanimously.

Conditional Use Permit and variance application by Quality State Oil to change the cabinet of the existing nonconforming pylon sign at the southeast corner of the Q-Mart site located at 1006 Geele Avenue.

Roger Ostermann and Scott Stangle were present along with neighbors and Lee and Marilyn Montemayor.

Applicant is proposing to change the cabinet of the existing legal nonconforming pylon sign at the southeast corner of the Q-Mart site. Applicant indicates this is a replacement that will require removing the existing sign cabinet including the CITGO ID, defective LED price sign (3 fuel prices) and the message center. The new sign will have the CITGO ID sign, new LED price sign (1 fuel price) and message center. The new sign is 32sf will have a 16sf CITGO ID sign, a 16sf LED price sign and 14sf message center.

The committee discussed the spacing between the readerboard and the sign cabinet and questioned if there was a way to make it look like one sign.

Staff informed the Plan Commission there will be a slight gap between the new cabinet sign and the electronic message center sign in order to provide proper ventilation. The committee discussed this spacing issue and stated they would like to see the sign give the appearance of 1 sign and not 2 separate signs. Mr. Ostermann and Mr. Stangle agreed that they could work with staff to come up with a design that adequately addressed this concern.

Staff also made the Plan Commission and the applicant aware that the cabinet portion of the pylon sign is located within City of Sheboygan public right of way and therefore the applicant will need to obtain an encroachment.

The Montemayor's discussed temporary signage that is presently located on the pole of the pylon sign that can impact pedestrian/vehicular vision and asked if the applicant could turn down the lights when the store is closed.

Ryan Sazama moved, Ald. Scott Versey seconded with the following conditions:

1. Applicant shall obtain the necessary sign permits 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.
3. Applicant shall meet Sections 15.804(a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/ traffic safety and sign timing/cycles. No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.

4. Absolutely no portion of the new pylon sign shall cross any property lines. If any portion of the proposed pylon sign crosses a property line, the applicant will need to obtain the necessary encroachment prior to sign permit issuance.
5. Applicant shall remove all temporary signage prior to sign permit issuance.
6. Applicant shall minimize the gap between the cabinet and electronic message center as much as possible so that the sign looks like one cabinet sign and not two separate signs. Applicant will work with staff regarding this design issue and a sign permit will be issued at such time as a design is approved.

Variance granted:

- To modify the cabinet of the existing legal nonconforming pylon sign.

The motion passed unanimously.

Conditional Use and Variance application by Truck Country of Wisconsin to operate a new truck service, parts and sales facility at 2838 Washington Avenue.

Truck Country of Wisconsin is proposing to operate a new truck service, parts and sales operation from the existing facility located at 2838 Washington Avenue. The project is a satellite facility to Truck Country's Kaukauna and Oak Creek dealership and this site will better serve Truck Country's east central Wisconsin customer base. Applicant will be selling used trucks and truck parts as well as repairing medium and heavy duty trucks of all makes and models. Applicant states they will also have up to ten (10) used trucks for display and sale. Normal operating hours will be from 7:00am to 5:00pm M-F and 7:00am to 3:30pm on Saturday.

Staff explained to the Plan Commission that the applicant simply wants to occupy and operate from the existing facility without installing any new building or site improvements. This property is located by the Washington Square Development (Piggly Wiggly), Sheboygan Chevrolet/Chrysler and others who have significantly invested in their properties and have drastically improved the aesthetics of this section of Washington Avenue in terms of architecture and site improvements. This is the last remaining property located in this vicinity that remains unimproved.

Mr. Gleiter of Truck Country explained that he thought that they would be able to come and use the site as is. This is a startup company in Sheboygan. They were unaware of the stormwater & building code issues. He is hoping to use the site as is for now and come back in the future with improvements after the business has been established in this area.

Mr. Werner, the property owner, stated that two other companies have used this lot in the past and that it is not a change of use. Schmidt Brothers have been using the property for their storage. We are asking to make no outdoor improvements and only do about \$50,000.00 in interior which include an ADA bathroom and sprinkler system. As for the stormwater, he doesn't understand why he should have to do anything with that since it is currently all impervious surface - gravel. They are not changing anything. Landscape will remain the same as it currently exists - gravel. As owner he didn't want to make any improvements to the lot in case this business fails or pulls out. He sees the improvements as a waste of money if he has to rip it up for a different business down the line.

Mr. Sokolowski informed the Plan Commission that the planning, building inspection and engineering departments have had numerous pre-development conversations with the owner/applicant to try and address these issues prior to the meeting.

Mr. Sokolowski informed the Plan Commission that the planning, building inspection and engineering departments have had numerous pre-development meetings and phone conversations with the property owner and Truck Country informing them of the improvements that would be required in order to operate from the site including but not limited to building code, building architecture, paving, storm drainage, landscaping, etc. All parties involved where made clear that staff supports the Truck Country project conceptually but prior to occupancy and operation the applicant would be required to adequately address all building and site improvements discussed (especially paving, storm drainage and landscaping).

Based on those meetings/conversations, the applicant decided to submit a conditional use permit and variance application to operate Truck Country from the property as it presently exists and has not even submitted a site plan proposing any improvements to the building or site. Therefore, staff strongly objects to the present proposal.

If this proposal is Truck Country's final request, then staff is recommending denial. If they are willing to work with staff on a proposal that addresses all necessary building and site improvements, staff would recommend tabling it to a future meeting in order to give the applicant time to submit new plans.

The committee discussed stormwater issues, building code issues, what area needs to be paved, landscaping, and possible RDA funding.

Ald. Scott Versey moved, Jose Araujo seconded to hold in order to give the applicant/ owner more time to work with staff on a resolution.

Mr. Sokolowski and Mr. Pelishek stated that detailed building and site improvements drawings are going to be needed in order for this this project to proceed.

The motion passed unanimously.

G.O. 62-13-14 annexing territory owned by the City to the City of Sheboygan, Wisconsin.

Mr. Pelishek explained that 110 acres was deeded to the City for uses as an industrial park. The city would like to annex it so a development plan can be created. Utility plans will be considered and developed at a later date if potential development opportunities arise.

Ryan Sazama moved to adopted, Jerry Jones seconded.

The motion passed 6-1: Ald. Scott Versey voted no.

Res. 163-13-14 adopting the Harbor Centre Master Plan including the 8<sup>th</sup> Street Design Standards.

Chad Pelishek gave a presentation of the Harbor Centre Master Plan.

Jose Araujo moved to approve Res 163-13-14, Don Cvetan seconded.

The motion passed unanimously.

Adjournment.

John Van Der Male moved to adjourn, Ald. Scott Versey seconded.

The motion passed unanimously. Meeting adjourned at 5:07 pm.

Janet M Duellman  
Recording Secretary