

MINUTES
CITY PLAN COMMISSION

City Plan Commission, Tuesday, February 12, 2013, at 4:00pm in the third floor conference room at City Hall, 828 Center Ave, Sheboygan WI. Chairperson Mayor Terry Van Akkeren presided.

Present: Mayor Terry Van Akkeren, Todd Wolf, John Van Der Male, Ryan Sazama, Ald. Julie Kath, and Jerry Jones

Excused: Don Cvetan

Staff present: Steve Sokolowski, Chad Pelishek, and Janet M Duellman

Others: Ozzie Christian (RJ Jarvis) and Tom Laiken (Millennium Properties)

The meeting was called to order and the Pledge of Allegiance was recited.

Approval of minutes of the January 29, 2013 meeting.

Ryan Sazama moved to approve the minutes of the January 29, 2013 meeting, Todd Wolf seconded.

The motion passed unanimously.

Conditional Use Permit application by Millennium Properties, Inc to operate the Body Shoppe from the vacant commercial building located at 1212 Pennsylvania Avenue.

Tom Laiken was present to discuss this item.

The building located at 1212 Pennsylvania Avenue has been vacant for approximately three (3) years. The Body Shoppe would like to move its gym business to this location because of the visibility from the street and it offers plenty of off-street parking.

Mr. Laiken stated he will be painting the rest of the building and a new roof was put on at the end of last year.

The board questioned when he would be putting up his signs and Mr. Laiken stated as soon as possible.

Ald. Julie Kath moved, Jerry Jones seconded to approve the conditional use with the following conditions:

1. Prior to construction, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, occupancy, health, food, etc.
2. If dumpsters are to be located outside, the dumpster shall be screened and enclosed and constructed of like materials and colors of the facility. Applicant shall add gates to the existing dumpster enclosure to completely screen and enclose dumpsters. If using chain link fencing, the applicant shall install Privacy Decorative Slatting (PDS) material in order to effectively screen and enclose the dumpster.
3. 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.
4. 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.).
5. Outdoor storage of materials, products or equipment shall be prohibited.
6. Applicant will be required to obtain sign permit(s) for each sign to be installed on the property prior to installation.
7. All areas used for parking or maneuvering of vehicles shall be paved and shall meet all zoning/parking requirements.
8. Applicant shall remove all graffiti on building prior to occupancy.

The motion passed unanimously.

Conditional Use Permit and variance application by the Sheboygan Oil Co., Inc. (Richard Guske) to construct a parking lot addition to the Petro Center, 1208 Union Ave.

Ozzie Christian was present to discuss this item.

Richard Guske is requesting a Conditional Use Permit to reconfigure three (3) parcels into one (1) new parcel and to construct a new paved area on the newly reconfigured Petro Center Convenience Store property. The proposed expansion of the parking lot is at the NW corner of the property which will serve as a delivery truck turn around. Along with the parking lot addition they will also be doing a fence and landscaping.

Mr. Christian stated that they are negotiating with the other property owners on the block and hopefully will have deals worked out soon so that they can build a new gas station that will be the whole block within the next year or two.

Jerry Jones moved, Todd Wolf seconded to approve with the following conditions:

1. Prior to construction, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, paving, razing, etc.
2. Submittal and approval of a proposed landscape plan.
3. Submittal and approval of a proposed drainage plan.
4. A six (6) foot high solid fence and/or landscaping will be installed along the south property line adjacent to the residential dwellings. The six (6) foot high solid fence and/or landscaping shall be no higher than four (4) feet high and 50% open for a distance of 20 feet from the S. 13th Street property line. Fencing shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance.

5. Outdoor storage of materials, products or equipment shall be prohibited.
6. 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.
7. All areas used for parking or maneuvering of vehicles shall be paved.
8. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
9. This site shall be appropriately graded and shall be kept in a dustless condition. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands. This site shall not negatively impact surrounding residential properties.
10. There shall be no storage of vehicles, equipment, materials, product, etc. on this former single-family property. This site may only be used as approved when the property is paved and landscaped.
11. The proposed parking lot addition shall be constructed by June 1, 2013. If the parking lot is not completed by June 1, 2013, the applicant will be required to appropriately grass and landscape the site by June 14, 2013.
12. Absolutely no portion of the new parking lot shall cross property lines. Thus, prior to building permit issuance, the applicant shall be required to provide documentation to the Department of City Development that the three (3) parcels have been combined into one (1) parcel as proposed/approved.
13. 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.

The following variances were granted:

1. Variance to have a 5-foot planting strip with plantings/mulch and to maintain the existing 4-foot high chain link fence along the north property line - minimum landscape buffer yard requirements of 53 landscape points, 10 foot buffer yard setback and minimum six (6) foot high solid fence.
2. Variance to have a 5 foot planting strip with plantings/mulch and a 6-foot high opaque fence along the north property line (which will match the fence they previously installed along their west property line.) - minimum landscape buffer yard requirements of 53 landscape points, 10 foot buffer yard setback and minimum six (6) foot high solid fence.

The motion passed unanimously.

Being no further business, John Van Der Male moved, Todd Wolf seconded to adjourn the meeting at 4:15 pm. Motion carried.

Janet M Duellman
Recording Secretary