

CITY PLAN COMMISSION MINUTES - 4 PM (Tuesday, August 26, 2014)

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1. OPENING OF MEETING

Present: Ryan Sazama, Jose Araujo, Ald. John Belanger, and Mayor Mike Vandersteen

Excused: Marilyn Montemayor and Jerry Jones

Absent: Don Cvetan

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

1.1 Pledge of Allegiance

2. ITEMS FOR ACTION

2.1 Approval of the Plan Commission minutes from August 12, 2014.

Ald. John Belanger moved to approve, Ryan Sazama seconded.

Motion passed unanimously.

2.2 Conditional Use Permit and variance application by Gabriel Anzures to operate El Sombrero Food Truck from Pacha Auto Sales located at 1648 Calumet Drive.

Ald. John Belanger moved to approve with conditions, Jose Araujo seconded.

1. Food truck shall not obstruct pedestrian or vehicular circulation, including vehicular sight distances (vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance).
2. Applicant will be required to meet and/or obtain all codes, requirements, licenses, etc. to operate the food truck including but not limited to building, electrical, plumbing, HVAC, fire, health, food, vendors, etc.
3. Applicant shall obtain all necessary County Health Department licenses/permits to operate.

4. No fluttering, undulating, swinging, rotting, or otherwise moving signs, pennants or other decorations shall be permitted.
5. No portion of the operation shall take place upon the City of Sheboygan public right-of-way – operation shall remain on the private property.
6. This conditional use permit is for El Sombrero Food Truck only. No other temporary use is permitted to operate from the site (this conditional use permit is not transferable).
7. If the applicant wishes to operate from the City public right-of-way or from another private commercial property they will need to obtain the necessary permits and approvals to do so.
8. Applicant shall adequately monitor/regulate and maintain this property.
9. In no instance shall the food stand create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.). If any issues arise, the Plan Commission may again review the conditional use permit.

Variance Granted:

- To operate the taco stand permanently from the site – temporary stands are permitted to operate 12 days a year

Motion passed unanimously.

2.3 Conditional Use and variance application by Acuity Insurance to construct a new building addition, an enclosed parking structure and to install a temporary banner at their facility located at 2800 S. Taylor Drive.

Ald. John Belanger moved to approve with conditions, Ryan Sazama seconded.

1. Prior to operation/occupancy, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, fire, health, occupancy, 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 landscape plan.
3. Submittal and approval of a proposed drainage plan.
4. Applicant will be required to obtain a sign permit for each sign to

- be installed on the property prior to installation.
5. 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.
 6. Dumpster shall be screened/enclosed and constructed of like materials and colors of the facility.
 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 areas used for parking or maneuvering of vehicles shall be paved.
 10. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
 11. The applicant shall work with the Engineering Department regarding the proposed temporary construction access drive and that driveway shall meet all engineering requirements/standards.
 12. When the temporary access drive is closed, the drive shall be closed or modified to standard City specifications.
 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, street trees, etc.).
 14. 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.
 15. Applicant will provide adequate public access along S. Taylor Drive, Washington Avenue and Union Avenue and will take all appropriate actions to minimize the time period that these sidewalks/streets will be closed/affected.
 16. If a median cut is proposed, applicant will follow all appropriate City procedures to obtain such a median cut.
 17. The applicant shall take all actions necessary to keep the property in a dustless condition and minimize tracking on City public right-of-ways.
 18. The applicant shall completely restore the property used for the temporary parking to its original state with grass/landscaping within 60 days after the future building and site improvements are

complete.

19. 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.

Variances granted:

- Building heights in excess of 35 feet – Maximum building height is 35 feet
- To install 1,300 parking spaces – minimum number of parking space required is 1,710 parking spaces
- To the locational landscaping requirements – Applicant shall meet the four (4) locational landscaping requirements
- To install a 644sf temporary advertising banner for over 30 days (September/October 2014) – maximum 32sf temporary banner permitted for a maximum of 30 days.

Motion passed unanimously.

3. ADJOURN

3.1 Motion to Adjourn

Ryan Sazama moved to adjourn, Ald. John Belanger seconded.

Being no further business, meeting was adjourned at 4:20 pm.