



## CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, August 27, 2013 in the 3<sup>rd</sup> Floor Conference Room at City Hall, 828 Center Avenue. Mayor Mike Vandersteen presided.

Present: Mayor Mike Vandersteen, Don Cvetan, John Van Der Male, David Biebel, Jose Araujo and Ald. Scott Versey

Absent: Jerry Jones

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

Others: Chip Fischer, Amy Fischer, Richard Fisher, Jamie Blom, Jeremy Cynkar, Bob Hackel, Bob Wiegand, Grant Duchac, Eric Flood, Camron Bopp, Jule Zippere, Kia Yang, and Xa Xiong

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

### Approval of minutes of the August 13, 2013 meeting.

John Van Der Male moved to approve the minutes, Jose Araujo seconded. Motion passed unanimously.

### Conditional Use Permit by Sheboygan Chrysler to construct a new parking lot addition at their dealership located at 2701 Washington Avenue.

Grant Duchac (Excel) and Bob Wiegand were present to discuss this item. Eric Flood, an owner representative from the Indian Trails mobile home park, was also in attendance for this item.

The existing project site is a current automotive dealership with a small peninsula wetland located on the south side of the site. The majority of the on-site wetland is dominated by less-susceptible wetland plant species and is currently used as dry detention area. The proposed project includes construction of a 22,000sf parking lot addition that will increase the number of parking stalls by 106. Additional parking is required on-site to accommodate expanding sales inventory, current and proposed employees (150+), and will increase safety by reducing existing parking lot congestion and blind spots. This project will develop the last remaining available space within the property and will not change any existing ingress/egress locations. Improvements to the site include an underground stormwater storage system to compensate for filling an on-site dry detention wetland area. Site lighting will remain the same as the area proposed for expansion as this area is currently lighted with existing light poles. Landscaping requirements for the proposed 106 stalls (424 pts. req.) will be utilized by a minimum of ten (10) canopy trees to be protected along the south side of proposed parking lot expansion.

Mr. Duchac explained that they have been working with the DNR and the Corp of Engineers in creating an underground detention which will decrease run-off but it will still discharge into County Rd PP.

Mr. Flood wanted to make sure that the construction of a new parking lot will not create additional storm water issues for the mobile home park which already has drainage issues. After further explanation from Mr. Duchac, Mr. Flood stated that he doesn't have a problem with the proposal provided no additional drainage issues are created.

Jose Araujo moved, Ald. Scott Versey seconded to approve with the following conditions:

1. Submittal and approval of a proposed storm drainage plan.
2. Submittal and approval of a landscape plan.
3. Outdoor storage of materials 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.
7. 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.
8. Applicant shall obtain all necessary licenses/permits and/or meet all requirements from the Wisconsin Department of Natural Resources (DNR). Prior to building permit issuance, the applicant shall provide official documentation that the DNR has approved the project as presented.

The motion passed unanimously.

Conditional Use Permit Application by Kia Yang to operate a new daycare from the commercial building located at 708 Erie Avenue.

Kia Yang and Xa Xiong were present to discuss this item.

The proposed business is an adult daycare facility that will be named "Tsev Kajsiab" translated as "A house of Joy". The business will provide quality adult daycare services for the adult population in Sheboygan County as well as for neighboring counties/cities. The business will initially have four (4) employees but that number will likely increase as the program grows. The number of adults served will likely be 15-40 adults based upon the State of Wisconsin's licensing requirements.

Mr. Xiong explained that the state will be inspecting the building to let them know how many adults the daycare can have.

John Van Der Male moved, Ald. Scott Versey seconded to approve with the following conditions:

1. Prior to operation/occupancy of the daycare, the applicant shall obtain an occupancy permit as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, State of Wisconsin certification, etc.

2. If a dumpster is to be used, the dumpsters shall be screened and enclosed and constructed of like materials and colors of the facility.
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. Applicant shall obtain sign permits prior to the installation of any new signage at the site.
5. If there are any amendments to the approved plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

The motion passed unanimously.

Conditional Use Permit application by BO Enterprises, LLC to construct a new multi-tenant facility at the northeast intersection of S. Taylor Drive and Germaine Avenue (Parcel # 479148).

Jamie Blom and Richard Fisher were present to discuss this item. Jules Zepperi, an adjacent business owner, and Camron Bopp were also present.

The new two-tenant facility will be approximately 5,000sf and is proposed to be located on a vacant undeveloped 1 acre parcel. The facility will include a Subway Restaurant and a second unknown tenant. The driveways access the frontage road on the east side of the facility. New landscaping and storm drainage will be completed. Screened and enclosed dumpster is proposed. The applicant is proposing to have 41 total parking spaces. There is an ability to add ten (10) additional parking spaces if necessary which would increase the total number of parking spaces to 51.

Mr. Fisher discussed traffic flow, parking, and landscape.

Mr. Zepperi stated that he was concerned about snow removal and that there isn't enough room on the lot for a multi-tenant building. After further discussion and a better understanding of the site plan and the amount of greenspace, he stated that he was okay with the proposal.

Ald. Scott Versey moved, Don Cvetan seconded to approve with the following conditions:

1. Prior to construction and operation, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, fire, health, food, occupancy, etc.
2. Submittal and approval of a proposed landscape plan that provides a legend that shows how the four (4) landscape criteria are being met.
3. Submittal and approval of a proposed storm drainage plan.
4. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
5. Outdoor storage of materials, products or equipment shall be prohibited.
6. 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.).
7. 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.
8. All areas used for parking and maneuvering of vehicles shall be paved.

9. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
10. Applicant shall obtain the necessary conditional use/sign permits prior to installation.
11. Applicant shall be permitted a freestanding monument sign(s) for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet.
12. The development shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
13. Applicant shall meet all vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance.
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. 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
16. Applicant will provide adequate public access along S. Taylor Drive, Washington Avenue and the Washington Avenue frontage road and will take all appropriate actions to minimize the time period that these sidewalks and streets will be closed/affected.
17. 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 motion passed unanimously.

Conditional Use application by Pizza Hut to operate in the Taylor Heights Shopping Center located at 523 S. Taylor Drive.

Jeremy Cynkar was present to discuss this item.

The proposed project involves Pizza Hut operating from a vacant tenant space in the Taylor Heights Shopping Center (located at the northwest corner of the multi-tenant facility next to Cousins Subs). The new location will be a delivery and pickup restaurant.

Jose Araujo moved, John Van Der Male seconded to approve with the following conditions:

1. Prior to construction and operation, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, fire, health, food, occupancy, etc.
2. 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 and enclose the dumpsters.
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 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.).
6. Applicant will be required to obtain a sign permit for each sign to be installed on the property prior to installation.

The motion passed unanimously.

Conditional Use Permit application by Gateway Monroe, Inc. to construct a new Noodles and Company on the Taylor Heights Shopping Center property at 521-579 S. Taylor Drive.

Amy Fischer, manager of the Taylor Heights Shopping Center, and Chip Fischer were present to discuss this item.

The new Noodles and Company Restaurant will be approximately 2,800sf and is proposed to be located on the west side of the shopping center's parking lot. This will be an outlot building east of the frontage road and just to the north of the New China 8 Buffet Restaurant. Noodles and Co. is a casual dining restaurant offering a delicious and healthy menu of fresh cooked pasta, vegetables, meat, soups and salads for consumption on premise and available for carry-out. The restaurant includes a proposed outside patio/seating area on the west side of the restaurant facing the frontage road and Taylor Drive. No drive through service is available, although carry out is an option.

Ald. Scott Versey moved, Don Cvetan seconded to approve with the following conditions:

1. Prior to construction and operation, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, occupancy, etc.
2. Applicant shall obtain the necessary liquor license in order to serve alcohol in the new outdoor area (extension of premises). Applicant may serve alcohol in the outdoor patio if and only if all required liquor licenses are obtained/amended.
3. Submittal and approval of a proposed landscape plan that provides a legend that shows how the four (4) landscape criteria are being met.
4. Submittal and approval of a proposed storm drainage plan.
5. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
6. Outdoor storage of materials, products or equipment shall be prohibited.
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. There shall be no spillover light onto adjacent properties or the streets.
9. All areas used for parking and 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. Applicant shall obtain the necessary conditional use/sign permits prior to installation.
12. Applicant shall be permitted a freestanding monument sign(s) for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet.
13. The development shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
14. Applicant shall meet all vision triangle requirements of Section 15.703 of the City of Sheboygan Zoning Ordinance.

15. 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.
16. 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, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
17. Applicant will provide adequate public access along S. Taylor Drive, Erie Avenue, the frontage roads and the parking lot facilities in the area and will take all appropriate actions to minimize the time period that these sidewalks and streets will be closed/affected.
18. 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 motion passed unanimously.

RO 106-13-14 and GO 17-13-14 requesting an encroachment for the installation of new underground conduit structures for fiber optic cable (S 17<sup>th</sup> St and Union Ave). RO 107-13-14 and GO 19-13-14 requesting an encroachment for the installation of new underground conduit structures for fiber optic cable (N. 10<sup>th</sup> St and Geele Ave). RO 105-13-14 and GO 18-13-14 requesting an encroachment for the installation of new underground conduit structures for fiber optic cable (North Ave between N 19<sup>th</sup> & N 15th).

John Van Der Male moved to approve, 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 4:37 pm.

Janet M Duellman  
Recording Secretary