



CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, September 10, 2013 in the 3rd Floor Conference Room at City Hall, 828 Center Avenue. Mayor Mike Vandersteen presided.

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

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

Others: Nou Xiong, Joe Rupnik and Dan Meissner

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

Approval of minutes of the August 27, 2013 meeting.

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

Conditional Use Permit and variance by Sheboygan Housing Authority to construct a new parking lot at the Wasserman Apartments located at 611 N. Water Street.

Joe Rupnik and Dan Meissner were present.

The project includes construction of a 1,500sf parking lot that will create six (6) new parking spaces at the southwest corner of the property (the northeast intersection of N. 10th St. and Center Ave.). The total number of existing parking spaces is 29, 22 spaces in the parking lot to the north and 7 in the front of the building. Construction of the 6 new parking spaces will increase the total number of parking spaces to 35. The Housing Authority just finished an office expansion on the 1st floor to better serve its residents and community members. This new parking lot will be adjacent to the 1st floor office and will provide visitors easy access to the office.

Mr. Rupnik and Mr. Meissner added that the new parking spots will help get some more of the tenant's vehicles off the street for overnight parking and that they will plant shrubs to help with the light pollution so that it doesn't fall on the adjacent properties.

John Van Der Male moved, Jerry Jones 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 will provide adequate public access along N. 10th Street, Center Avenue and New York Avenue and will take all appropriate actions to minimize the time period that these sidewalks and streets will be closed/affected.
9. 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:

- To have a five (5) foot street yard paving setback – minimum street yard paving setback is 10 feet.

The motion passed unanimously.

Conditional Use Permit Application by Nou Xiong to operate a new daycare from the commercial building located at 1921 N.8th Street.

Nou Xiong was present.

The business is a professional daycare center for preschool children and school age children within the age range of 3 weeks to 12 years old. Sunnyside Daycare, LLC will be established in the fall of 2013 and will be licensed by the State of Wisconsin Department of Children and Family Services. The center offers educational and cultural enrichment programs along with Developmentally Appropriate Practices for children of various ages. Activities at the beginning of the day and at the end of the day will be designed for a wide age range of children working, learning, and playing together.

Sunnyside Daycare, LLC will be open Monday through Friday, from 6:00am – Midnight and will employ approximately 15 employees. There will be at least 8 employees per shift. The outdoor play area at the Sunnyside Daycare, LLC is surrounded by a barrier of wood fencing. The outdoor play area has a measurement of 1,600 square feet. Only children within the ages of 3 years through 12 years old are permitted to utilize the outdoor facility.

Nou Xiong stated that they will be painting the interior and exterior of the building, will be fixing the roof, will be replacing damaged wood on the existing fence, replacing damaged drywall and old carpet, etc. She also stated that she has been in contact with the Engineering Department in regards to potentially creating a loading/unloading zone for their clients on N. 8th Street.

Jose Araujo 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. 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 shall adequately monitor and maintain the playground area and in no instance shall the playground create a nuisance for neighboring properties (noise, hours of operation, garbage, etc.).
7. Applicant shall obtain sign permits prior to the installation of any new signage at the site.
8. The daycare shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
9. If proposing a loading/unloading zone on N. 8th Street, the applicant shall obtain City of Sheboygan Common Council approval for a potential loading/unloading zone utilizing N. 8th Street for daycare purposes.
10. Applicant will remove all signage and references to Noah's Ark Pet Center.
11. Applicant shall repaint the all weathered portions of the building and the graffiti on the rear of the building.
12. Applicant shall remove the large amount of weeds located in the rear of the property (fenced in area).
13. 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.

Adjournment.

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

The motion passed unanimously. Meeting adjourned at 4:13 pm.

Janet M Duellman
Recording Secretary