



CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, October 29, 2013 in the 3rd Floor Conference Room at City Hall, 828 Center Avenue. Jerry Jones presided.

Present: Jerry Jones, John Van Der Male, Ryan Sazama, Ald. Scott Versey and Don Cvetan

Excused: Mayor Mike Vandersteen and Jose Araujo

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

Others: Sherry Petersen, Steve Jeske, Justin Lee Frahm, Troy Jacoby, Justin Johnson, Tony Meeuwsen, Warren Waddell, Richard Bielinski, Sheri Murphy, and Ald. Hermann.

The meeting was called to order at 4:01 pm and the Pledge of Allegiance was recited.

Approval of minutes of the October 15, 2013 meeting.

Ald. Scott Versey moved to approve the minutes, Ryan Sazama seconded.

Motion passed unanimously.

Conditional Use application by Fountain Park United Methodist Church to install a new monument sign with an electronic message center at the southwest corner of the church property located at 828 Erie Avenue.

Pastor Warren Waddell was present.

The proposed monument sign will be located at the southwest corner of the church property facing the intersection of Erie Avenue and N. 9th Street (northeast corner of Erie and N. 9th intersection). The proposed monument sign will utilize the existing brick base and may try to use the existing brick columns. The height of the sign is seven (7) feet. This is a 36sf monument sign. The Fountain Park cabinet is approximately 22sf and the LED Message Center is approximately 13sf. This monument sign will eliminate the need for banners or other temporary signs because announcements and events will be posted on the Message Center.

Pastor Waddell stated that the existing manual readerboard sign with 2 inch letters is difficult to read especially when you are driving by. The sign will be similar to the Fountain Park sign.

Ald. Scott Versey moved, Ryan Sazama 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. 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. The sign shall meet the minimum 12 foot setback from the right-of-way line or 24 feet from the face of the curb whichever is shorter.
5. Maximum height of sign is 8 feet (top of sign to grade).

The motion passed unanimously.

Conditional Use Permit application by Haag Muller, Inc. to renovate the existing McDonald's drive-thru at 2307 North Avenue.

Steve Jeske and Sherry Petersen were present along with Richard Bielinski, a neighbor.

McDonald's is proposing to convert its existing "Tandem In-Line" drive thru to a "Side by Side" drive-thru. This renovation is being constructed in order to upgrade the existing conditions to McDonald's Corporations newest design standards that include increasing the efficiency of the drive-thru by providing a dual lane drive-thru. With 65 - 70% of the typical McDonald's sales volume taking place through the drive thru, it's important to provide the most efficient process to keep the customers happy and served quickly. By providing two (2) ordering locations, the efficiency of the drive-thru traffic is increased.

Mr Jeske explained that having the side-by-by drive thru helps with efficiency and speed of the drive thru. It also prevents stacking of cars. New landscaping will be planted on the west end of the property to help block headlights from shining onto neighboring properties.

Ms. Petersen stated that the side-by-side will help with traffic flow on their site as well as on the street.

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

1. Submittal and approval of a proposed storm drainage plan.
2. Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, etc.
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 (site lighting, building lighting, signage, etc.). There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity of a light source in order to promote traffic safety and to prevent the creation of nuisances.
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. Applicant shall obtain the necessary conditional use/sign permits prior to installation.
8. The drive-thru facility shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.

9. The applicant shall combine parcel #'s 630070 and 630080 into one (1) parcel. Applicant shall provide the Department of City Development official documentation from Sheboygan County that the parcels have indeed been consolidated into one (1) parcel by December 31, 2013.
10. 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 and variance application by Acuity Insurance to construct new building additions and enclosed parking structures at their facility located at 2800 S. Taylor Drive.

Sheri Murphy, Troy Jacoby, Justine Lee Frahm, Justin Johnson and Tony Meeuwsen were present.

Acuity Insurance is proposing to construct building additions, two (2) enclosed parking structures and other various site improvements at their property located at 2800 S. Taylor Drive. The bulk of the addition will be a replication of the existing facility in terms of scale, massing, material and detailing. The existing center galleria will also have additions to the east and west that replicate the existing design vocabulary, consisting of a glass element with a gable roof. The center galleria will be the focal point of the design standing at approximately 80 feet tall at the peak.

Flanking the building on the north and south will be two (2) parking structures, providing approximately 1480 total stalls. Each structure has four levels of parking with one level below grade. The height of the structures matches the scale and massing of the existing two story office building. The parking structures will be clad in a buff colored architectural precast to match the stone of the office building.

Troy Jacoby discussed the additions, parking structures and materials.

Justin Lee Frahm explained the landscape plan.

Ryan Sazama, City Engineer, inquired about the temporary access, temporary parking and drainage plan.

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

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:

- To install two (2) temporary construction signs, each a minimum of 128 square feet (8 x 16) – Maximum of one sign not more than 32 square feet in area.
- To the off-street parking and traffic circulation standards of the zoning ordinance – curbing required.
- To building heights in excess of 35 feet – Maximum building height is 35 feet.
- To have a 24.4 foot front/street yard setback – Minimum front/street yard setback is 25 feet.
- To install 1,480 parking spaces – minimum number of parking space required is 1,710 parking spaces.

The motion passed unanimously.

RO 163-13-14 and GO 34-13-14 requesting an encroachment for the installation of new underground conduit structures for fiber optic cable at various locations.

Ald. Scott Versey moved, John Van Der Male seconded to adopted substitution ordinance.

The motion passed unanimously.

Adjournment.

John Van Der Male moved to adjourn, Don Cvetan seconded.

The motion passed unanimously. Meeting adjourned at 4:39 pm.

Janet M Duellman
Recording Secretary