



CITY PLAN COMMISSION MINUTES

The City Plan Commission met on Tuesday, October 15, 2013 in the 3rd Floor Conference Room at City Hall, 828 Center Avenue. Mayor Mike Vandersteen presided.

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

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

Others: Jeff Meyer, Joel VanEss, David Zimmerman, Bill TeWinkle, Jim DenBuer, John Koehler, Nathan Dehne, Patti Stewart, Steve Nytsch, Corrine Miller, and Neal Gottlieb.

The meeting was called to order at 4:00 pm and the Pledge of Allegiance was recited.

Approval of minutes of the September 24, 2013 meeting.

Ald. Scott Versey moved to approve the minutes, Jerry Jones seconded.

Motion passed unanimously.

Conditional Use and variance application by Acuity to install a temporary banner at 2800 S. Taylor Drive.

Jeff Meyer was present.

The 644sf banner will be installed on the existing Acuity monument sign located on the west side of the property adjacent to I-43 and will advertise "Coming Soon, World's Tallest Symbol of Freedom". The banner will be installed November 2013 and removed in May of 2014 after the flagpole has been installed.

Mr. Meyer stated that the flag pole foundation will start this fall and it will stand approximately 400 feet tall.

Ryan Sazama moved, Don Cvetan seconded to approve with the following conditions:

1. Applicant shall obtain the necessary sign permit prior to installation.
2. If applicant proposes to install any future banners, the applicant will be required to obtain the necessary permits to do so (conditional/variance and sign permit).

Variances Granted:

- To install a 644sf temporary advertising banner – maximum 32sf temporary banner permitted.
- To install a temporary advertising banner for approximately 215 days (May of 2014) – maximum number of days permitted is 30 days.

The motion passed unanimously.

Conditional Use and variance application by Zimmerman Printing Company to install a temporary banner at 3418 Washington Avenue.

David Zimmerman was present.

The 171sf (13 x 13) banner will be installed on the southwest corner of the south wall of the Zimmerman facility facing Washington Avenue and will advertise that Zimmerman printing now provides banners and large format printing services. Zimmerman is requesting to display the banner on three different occasions –October 2103, December 2013, and May 2014.

Mr. Zimmerman explained that they would like to do the banners as a way of advertising their new line of business and this is a great way to get the word out their new product.

Committee discussed location and the number of times.

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

1. Applicant shall obtain the necessary sign permit prior to installation.
2. Applicant may install a 171sf banner on three occasions including October 16 – November 16, 2013; December 1 – January 3, 2014; May 1 – May 31, 2014.
3. If applicant proposes to install any future banners, the applicant will be required to obtain the necessary permits to do so (conditional/variance and sign permit)

Variances Granted:

- To install a 171sf temporary advertising banner – maximum 32sf temporary banner permitted.
- To install a temporary advertising banner for 30 days on three (3) different occasions (90 days) – maximum number of days permitted is 30 days a year.

The motion passed unanimously.

Conditional Use and variance application by Sheboygan Area School District Community Recreation Department to install a new sign at the soccer field at Horace Mann School located at 2820 Union Avenue.

John Koehler was present.

Sheboygan Area School District Community Recreation Department is proposing to install a new 98sf sign on the back of the scoreboard at the Horace Mann Soccer Field Complex. A new scoreboard was recently installed at the main soccer field and the recreation department would like to install signage on the back of the scoreboard to help visitors locate the field as well as recognize the scoreboard sponsors.

Mr. Koehler emphasized that the signs main purpose is to recognize the scoreboard sponsors.

Don Cvetan moved, Jerry Jones seconded to approve with the following conditions:

1. Applicant shall obtain the necessary sign permits to install the sign.

Variances Granted:

- To install a 98sf sign – maximum permitted sign is 24sf.
- To permit off-premise advertising for Kohler Credit Union – Off-premise signage not permitted.

The motion passed unanimously.

Conditional Use Permit and variance by Hope Reformed Church to construct new parking at 612 Ontario Avenue.

Bill TeWinkle, Joel VanEss, and Jim DenBer were present.

Hope Reformed Church is proposing to construct new parking spaces and to add some additional pavement at the Hope Reformed Church property. The project includes installation of new paving that will create seven (7) new parking spaces. Four (4) will be constructed on the north side of the church along the alley and three (3) will be constructed in the existing parking lot by angling the parking spaces.

Bill TeWinkle presented photos to the committee of the proposed new parking site.

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. Dumpsters 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/enclose the dumpsters.
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 the alley and will take all appropriate actions to minimize the time period that the alley 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.

Variances Granted:

- To have a zero (0) foot rear yard paving setback – minimum rear yard paving setback is 5 feet.
- To have a two (2) foot side yard paving setback – minimum side yard paving setback is 5 feet.

The motion passed unanimously.

Conditional Use Permit and variance application by Neal Gottlieb to operate Three Twins Organic Ice Cream from 812-820 Michigan Avenue and parcel #102190 (former Zurheide Ice Cream).

John Van Der Male moved to hold due to no representative being present. After further discussion John Van Der Male moved to withdraw previous motion.

Neal Gottlieb, Nathan Dehne, Patti Stewart, and Steve Nytsch were present along with Corrine Miller a neighbor.

The site is currently vacant and has been slowly deteriorating since Zurheide's closed the factory about five years ago. The Zurheide family had planned to demolish the building before the end of the year, before Three Twins Ice Cream entered into contract to purchase the factory, real estate and equipment. Three Twins Ice Cream plans to redesign the building's façade and make it visually appealing. The main work on the façade will not occur until 2014. Three Twins plans to address some of the weathered and distressed parts of the building prior to winter (the east side). The plant will initially operate five days per week, M-F. Approximate hours of operation will be 7am to 5pm. There is plenty of parking for the 10-15 employees in the company's private parking lot, located across the alley behind the factory, so local streets will not be impacted by employee parking. Three Twins Ice Cream plans on reducing vehicular traffic by sending finished ice cream to a cold storage facility for pick up by distributors, rather than having local distributors pick up ice cream at the factory, as they did previously. This will reduce the number of trucks accessing the property. Receiving ingredients and packaging will include deliveries from a handful of suppliers. Milk and cream will be delivered on a regular basis, likely once or twice weekly. Other supplies, such as packaging and ingredients will be delivered on a sporadic basis. In all likelihood, Three Twins Ice Cream will use an offsite storage facility for some of its packaging.

Mr. Gottlieb stated that he had started his company 8 years ago in CA. The employees will be parking behind the factory so no street parking will be taken by employees. The loading dock in the back will be enclosed and there will be no trucks idling overnight. Three Twins will use off-site storage to help minimize the truck traffic as well.

Chad Pelishek mentioned that the RDA has loaned Three Twins money to help get started and that the City is in full support of this proposal.

Ms. Miller (neighbor) lives next to the parking lot behind the factory and is in full support of this proposal. She is excited to see something go into the building instead of it deteriorating.

The committee discussed the extra lot behind the factory.

Jose Araujo 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, food, occupancy, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
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 dumpster/gates.
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.
7. Applicant shall not cross property lines and shall not encroach onto City of Sheboygan public right-of-way with landscaping, signage, dumpster enclosure, etc.
8. The applicant shall work with staff to address some of the issues on the exterior of the building that are weathered (repaint all the weathered portions of the building, paint existing trim and panels, remove all signage referring to the previous use, etc.).
9. If there are any amendments to the approved plan, the applicant will be required to submit a new conditional use application reflecting those amendments

Variances Granted:

- Applicant is proposing to re-establish a legal nonconforming ice cream factory use from 812 -820 Michigan Avenue.

The motion passed unanimously.

Motion to convene into closed session under the exemption provided in Sec. 19.85(1)(e), Wis. Stats., for the purpose of deliberating the possible purchase of public property where competitive and bargaining reasons require a closed session.

Ald. Scott Versey moved, Jerry Jones seconded to go into closed session. On a roll call vote the motion passed unanimously.

Motion to convene into open session

Jerry Jones moved, Ald. Scott Versey seconded to go into open session. On a roll call vote motion passed unanimously.

Motion to act on closed session item.

Ald. Scott Versey moved, Jerry Jones seconded to move forward with the option to purchase.

The motion passed unanimously.

Adjournment.

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

The motion passed unanimously. Meeting adjourned at 4:46 pm.

Janet M Duellman
Recording Secretary