

City of Sheboygan Department of CITY DEVELOPMENT

2018 Annual Report of Departmental Performance



2018 Highlights

Tax Incremental Districts 17 and 19

In 2018, the City of Sheboygan Common Council approved the creation of two tax incremental financing districts. Tax Increment District (TID) 17 encompasses about \$32 million in new development opportunities and is centered at the Indiana Avenue corridor and the proposed Innovation District. This rehabilitation district includes such projects as a parking structure, new roadway improvements, and recreational trail along the former Union Pacific railroad right of way. TID 19 is located near North 14th Street and Wisconsin Avenue and is a mixed used district to accommodate Water's Edge Condominium development along the Sheboygan River.

Bronze Level Bicycle Friendly Community Designation

The League of American Bicyclists recognized the City of Sheboygan with a Bronze level Bicycle Friendly Community (BFC) award joining 464 visionary communities from across the county. Planning and Development staff prepared and submitted the application on behalf of the city to win the designation.

SouthPointe Enterprise Campus

Construction of the SouthPointe Enterprise Campus is about 90 percent complete. Final work in the spring consists of landscaping, street lighting, tree planting and signage. Recently, the Common Council approved hiring CBRE to assist with marketing and real estate services for the campus. Interested business owners may contact CBRE or City Development staff for development inquiries.

FreshTech

FreshTech, located in the Indiana Corridor, is Wisconsin's only Innovation Community. It is a half-mile stretch for collaboration and co-working, research labs and housing originating on 1,600 feet of white sand beach along Lake Michigan. FreshTech is within walking distance of the area's arts and culture district, miles of waterfront walking trails and unrivaled local restaurants. FreshTech provides an urban environment for industry seeking to attract and retain global talent. Planning staff have been organizing these efforts with the Sheboygan County Economic Development Corporation.

Department Profile

The Department of City Development Annual Report outlines accomplishments regarding development activity and trends, and departmental initiatives.

The Department of City Development is made up of two divisions, Planning and Development and Building Inspection. The Department consists of 12 staff members, eight members in Building Inspection and four members in Planning and Development.



SouthPointe Groundbreaking

Fresh Tech

Innovation District

**Where water, ideas,
and talent converge.**



Planning and Development

Mission Statement

Actively promote a diverse, safe, and dynamic community and enhance the living, working, and recreational choices for all Sheboygan citizens and visitors.

Vision Statement

The vision of Planning and Development is to take a leadership role in creating opportunities for our City to continue to grow and sustain our diverse communities that define and give Sheboygan its unique character.



Water's Edge Townhouses

The Planning and Development Division provides:

- Conditional use permits
- Site plan approval
- Zoning information and letters
- Home occupation approval
- Landscape plan review and approval
- Neighborhood association support
- GIS mapping services
- CDBG grant management
- Business loans
- Housing rehabilitation loans
- Grant writing services
- Grant disbursement and management
- Website management
- Social media coordination
- Plan/report writing and document design
- Sustainability initiative coordination
- Sign Permits
- Economic development services
- Business Improvement District support
- Green Tier Legacy Community representation
- Neighborhood planning services
- Landlord Training administration

Planning and Development Permits and Applications	2018	2017
Conditional Use Permit/Site Plan/ Rezone	97	136
Architectural Review	32	30
Sign Permits	141	107
Home Occupation	2	4

Planning and Development Division Boards, Commissions, and Committees

The Planning and Development Division staffs multiple boards, commissions and committees. Planning and Development staff coordinates meetings and provides these committees with professional reports and recommendations. The specific boards, commissions, and committees staffed by the Planning and Development Division include:

- Architectural Review Board
- Plan Commission
- Redevelopment Authority
- Housing Rehabilitation Loan Commission
- Historic Preservation Commission
- Sustainable Sheboygan Task Force
- Common Council
- Board of Zoning Appeals
- Joint Review Board



Economic Development Profile

The projects profiled below provide examples of the success stories the department has been active with over the past year. Economic development successes take time and may occur over a multiple year time frame.

Project	Approximate Value
Shoreline Skin Specialists	\$800,000
ATI Physical Therapy	\$500,000
Portscape Phase II	\$9,200,000
Sheboygan Visitor Center	\$1,500,000
Meijer	\$14,500,000
Prevea	\$17,500,000
KMD Professional Service Building	\$800,000
FedEx Distribution Center	\$8,000,000
Water's Edge Condominium Complex Phase I	\$7,000,000
Badger State Lofts	\$30,500,000
Fairfield Inn	\$6,500,000
7Penn Apartments	\$13,000,000
The Lux Apartments	\$8,000,000
John Michael Kohler Art Preserve	\$20,000,000
Panera	\$1,000,000



Luxe Apartments



Fairfield Inn



Badger State Lofts



7Penn

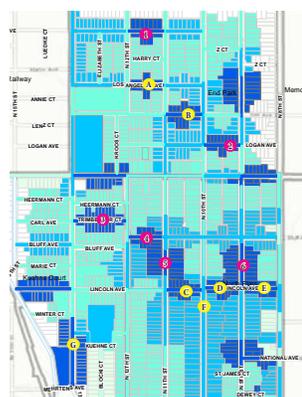
Community Development Block Grant

As a Community Development Block Grant community, Sheboygan has the opportunity to fund special projects that positively impact the quality of life in Sheboygan’s low to moderate income census tracts. City Development staff has identified increased street lighting as a focus for 2017-2019 CDBG funding. Street lighting issues are continually brought forward by community members and neighborhood groups, and poorly lit streets are identified as a concern in the City’s annual community survey.

Planning staff engaged the third-shift police officers to survey the lighting conditions in our neighborhoods at night. They scored each street, on a block by block basis, to determine the darkest areas which prove the most need for enhanced lighting.

When the surveys were mapped, Planning staff worked through Alliant Energy to determine the best location for new lights. Alliant installed 25 new street lighting fixtures in Sheboygan’s central city neighborhoods in 2018 as a result of this initiative.

This program will be repeated in 2019 to continue to improve the City’s street lighting.



Community Development Block Grant funding distribution	Amount
Public Service Agencies (Non-profits & Government Agencies)	\$155,199
Park Facilities - Cameras	\$20,000
Public Facilities - Bike Share	\$13,000
Street Lighting and Street Trees	\$160,000
Land Acquisition - Erie Ave. & Badger State Loft	\$195,000
Historic Preservation	\$100,000
Planning - Update Downtown Master Plan	\$25,000
Cleanup of Contaminated Sites	\$26,200
Administration	\$173,599

Old World Creamery

The Redevelopment Authority provided a \$500,000 business development loan to Old World Creamery for the expansion of manufacturing lines to start producing butter at the former Deans Foods Plant on Erie Avenue. This loan helped Old World Creamery create 29 new full-time equivalent jobs for low to moderate income individuals at the plant. Old World Creamery is the second company in state manufacturing butter.



City Green Development

The grand opening of City Green was held in June as part of the kickoff of Levitt AMP Sheboygan Music Series. Over the summer, City Green saw an expanse of programming from free concerts to Mead Public Library’s family nights to Yoga on the Green by the Sheboygan District’s Recreation Department. City residents and tourists enjoyed the new space as attendance numbers at each of the events increased substantially over the summer. New and existing programming will continue in 2019 in partnership with Visit Sheboygan.



City Green (Grand Opening 2018)

Coordination with Outside Organizations

Visit Sheboygan

Planning and Development staff are actively involved in the Visit Sheboygan, Inc.. The Director of Planning and Development holds the chairperson role on the Board of Directors and actively works to increase visitor spending and room tax collections over the course of the year. As well, coordinates the 4th of July Celebration and overseeing the activities of Visit Sheboygan. Visit Sheboygan will move into a new Visitor Center in 2019.



Sheboygan County Economic Development Corporation (SCEDC)

Planning and Development staff maintain a fruitful working relationship with the SCEDC, holding weekly check-in meetings, communicating about development opportunities, planning for the FreshTech Innovation District, and hosting the annual Developer Summit. During the 2018 Summit, 20 developers from across the state joined the city and SCEDC for a day long tour of Sheboygan assets and developable sites.



Sheboygan Symphony Orchestra

Sheboygan Symphony Orchestra celebrated its 100th anniversary in 2018, and is Wisconsin's longest running orchestra. To help bring visibility to this incredible achievement, the Sheboygan Symphony Orchestra approached the Planning and Development Department and asked how a visible partnership could be accomplished in Downtown Sheboygan. Staff suggested colorful musical notes advertising the Symphony's anniversary be placed in downtown planters. Lakeshore Technical College was engaged to create the music notes, which were colorfully painted and placed in downtown planters for the entire 2018 summer season. This installation has inspired other groups to brainstorm their own planter decorations, and staff hopes to continue the planter tradition for years to come.



Harbor Centre

Department staff continue to work closely with Harbor Centre BID to revitalize and energize Sheboygan's central districts. Together we have been active in placemaking in downtown Sheboygan.



John Michael Kohler Arts Center

The collaboration with the John Michael Kohler Arts Center has been a key to downtown revitalization efforts. The continuation and success of the Levitt AMP concert series has been a huge draw for the downtown. The connection of the Arts Center to the National Endowment for the Arts has provided funds to complete a number of downtown placemaking and revitalization projects that would have not been possible without them at the table. The public art projects completed include the alley near the Mavericks Barbershop, a community art project at City Green, and the south elevation of Mead Public Library.



Music Notes



Mead Public Library



Sheboygan Livability

In 2018 Sheboygan was named the second most livable small city in the USA by AARP. Along with this impressive designation, Planning and Development has worked hard to earn and maintain several other designations in 2018 including: Bike Friendly City (Bronze) by the League of American Bicyclists, Wisconsin Active Together Community from the Wisconsin Active Communities Alliance, and we continue our work as part of the Age Friendly Community network through AARP, and as a Green Tier Legacy Community through the DNR.



Adopt-a-Park event at Moose Park

Sheboygan For All Task Force

Planning and Development staff have been highly involved in advancing Sheboygan’s livability and age friendly goals through their participation and leadership in the Sheboygan For All Task Force. This group, headed by the Sheboygan Senior Activity Center Supervisor, is working toward completing a plan to advance livability work within city departments, as well as in the community. In 2018 the Task Force worked with the City Administrator’s office to administer an expanded community survey and held listening sessions throughout the city - targeting traditionally underrepresented populations.



Adopt-a-Trail event at Shoreland 400

Adopt-a-Park and Adopt-a-Trail

Maintaining attractive and useful parks and trails makes the city as livable as possible. Planning and Development partnered with the Department of Public Works to pilot an Adopt-a-Park or Trail program, empowering community groups to get involved in the planning and maintenance of their area greenspaces. In 2018 we were pleased to have Sheboygan Paper Box & Specialty Co. adopt a section of the Shoreland 400 Trail, Indiana Corridor Neighborhood Association adopted Moose Park, and the King Park Neighborhood Association adopted General King Park.

Rock the Block

For the second year in a row, Planning and Development partnered with Habitat for Humanity Lakeside to hold two Rock the Block events in 2018. The Kuehne Park and Franklin Park neighborhoods were the chosen neighborhoods for the events, with over 70 properties impacted. Over 100 community volunteers came out for Rock the Blocks in 2018, making a positive impact, improving housing stock, and beautifying our city’s neighborhoods!

Kuehne Court Neighborhood:

- 60 volunteers
- 44 project sites
- 38 dawn to dusk lights
- 42 garbage cans
- replaced lattice
- painted a porch
- planted over 300 flowers
- 5 neighborhood awards

S 9th Street Neighborhood:

- 50 volunteers
- 7 project sites
- repaired two porches
- painted
- edged sidewalks and yard maintenance
- installed 3 smoke detectors
- installed 6 LED Lights



Fall Rock the Block 2018



Spring Rock the Block 2018

Building Inspection

The Building Inspection Division is dedicated to public safety in the construction environment throughout the city through development and promotion of uniform codes and standards, code administration, and in education and instruction of safe and secure homes and businesses.

The Building Inspection Division provides:

- Building inspection services
- Electrical inspection services
- Heating inspection services
- Plumbing inspections services
- Clearwater inspections
- Weights and measures
- Residential and commercial plan review
- Code enforcement
- Landlord/tenant concerns
- Contractor licensing
- Occupancy inspections

Permitting

The Building Inspection Division provides a public service window, open during City Hall business hours, at which the public can obtain permits on-the-spot. The Building Inspection Division is customer focused and strives to address permitting issues as swiftly as possible.

Coordination

The Building Inspection Division also works closely with Planning and Zoning, Engineering, Utilities, Streets, Police, and Fire/Rescue during final inspections phase of the project and during criminal and fire investigations. All inspections are scheduled with the building and housing inspectors.

Enforcement

The Building Inspection Division has adopted all the Department of Professional and Safety, State of Wisconsin Building, Mechanical, National Electric Code (NEC) and Plumbing Codes. Through the adoption of these codes, the city ensures that all construction in the city is compliant with all codes and requirements of the State. The city also adopts the International Property Maintenance Code as it relates to enforcement of property maintenance.



Building Inspection Permits	2018 Issued	Total Fees Collected
Building	1987	\$402,912
Electrical	318	\$243,815
HVAC	526	\$129,260
Plumbing	436	\$83,220
Wrecking/Razing	21	\$2,950
Signs	74	\$10,149
Commercial Occupancy	32	\$8,000
Other Revenues	NA	\$23,878
Totals	3,394	\$904,184

Building Inspection Licensing	2018 Issued	Total Fees Collected
Weights and Measures	88	\$29,435
Contractor Licensing	79	\$66,430
Totals	167	\$95,865

Total Permits and Licensing	3,561	\$1,000,049
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Panera Bread

Residential Housing Construction 2014-2018

Year	Housing Type	Number of Units	Percentage	Number of Buildings
2014	Single	7	100%	7
	Duplex	0	0%	0
	Multi - Apartment	0	0%	0
	Multi - Condominium	0	0%	0
		<u>7</u>	<u>100%</u>	<u>7</u>
2015	Single	7	9%	7
	Duplex	2	2%	1
	Multi - Apartment	72	89%	5
	Multi - Condominium	0	0%	0
		<u>81</u>	<u>100%</u>	<u>13</u>
2016	Single	7	5%	7
	Duplex	26	20%	13
	Multi - Apartment	98	75%	2
	Multi - Condominium	0	0%	0
		<u>131</u>	<u>100%</u>	<u>22</u>
2017	Single	10	5%	10
	Duplex	36	20%	18
	Multi - Apartment	91	75%	1
	Multi - Condominium	0	0%	0
		<u>137</u>	<u>100%</u>	<u>29</u>
2018	Single	10	56%	10
	Duplex	8	44%	4
	Multi - Apartment	0	0%	0
	Multi - Condominium	0	0%	0
		<u>18</u>	<u>100%</u>	<u>14</u>
Totals	Single	41	10%	41
	Duplex	98	25%	49
	Multi - Apartment	261	65%	8
	Multi - Condominium	0	0%	0
		<u>400</u>	<u>100%</u>	<u>98</u>



Landlord Training

Building Inspection Division Boards, Commissions, and Committees

The Building Inspection Division staffs multiple boards, commissions and committees. Building Inspection staff coordinates meetings and provides these committees with professional, reports and recommendations. The specific boards, commissions, and committees staffed by the Building Inspection Division include:

- Board of Zoning Appeals
- Board of License Examiners

City of Sheboygan Landlord Training Program

The City of Sheboygan runs an annual Landlord Training Program for area landlords to become more familiar with current landlord/tenant laws, police procedures, tenant screening, and property maintenance. Over the past five years, over 150 landlords have attended the training.

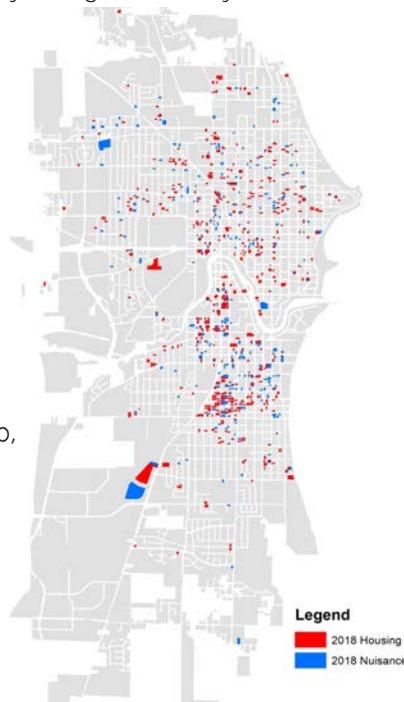
Code Enforcement and Neighborhood Revitalization

2018 Code & Nuisance Orders

The Department of City Development employs two part-time code enforcement officers whose work is vital for the revitalization of Sheboygan's neighborhoods. The code enforcement officers are responsible for issuing and following up on code and nuisance orders in the city, improving the conditions of our neighborhoods and protecting the integrity of our housing stock. Orders are issued based on complaints received, as well as our code enforcement officer's own observances.

The code enforcement officers work closely with police officers, city attorneys, and the Department of Public Works employees to follow up on issues observed in our neighborhoods that require more coordination and enforcement than what their position or the Building Inspection Department can offer. Through this interdepartmental cooperation Sheboygan has made strides in cleaning up our neighborhoods and setting a new higher standard for maintenance of private property throughout the city.

The map pictured here illustrates code and nuisance orders that were issued in 2018. The Code Enforcement Officers have issued orders throughout the city, and spend time observing conditions in every neighborhood in Sheboygan. While many orders are rectified and complied with upon the first issuance of a letter, many cases require diligent follow-up which is a large part of our code enforcement officer's job, which cannot be accurately reflected in a map.



New Complaints in 2018:

- Housing: 650
- Nuisance: 693

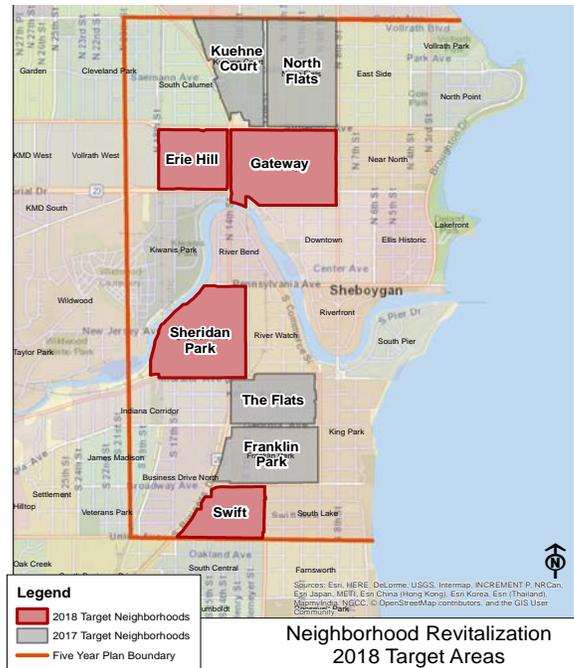
Neighborhood Associations

Planning and Development staff work closely with the city's nine established neighborhood associations to support projects and initiatives the neighbors identify as important to their areas. Notable neighborhood association achievements and events in 2018 include:

- | | |
|---------------------------------|------------------------|
| Neighborhood signage | Neighborhood Planning |
| Historic Walk | Block parties |
| Neighborhood clean-ups | Informational meetings |
| Park/Beach clean-ups | Aldermanic forum |
| Adopt-a-family for the holidays | Adopt-a-Park Pilot |

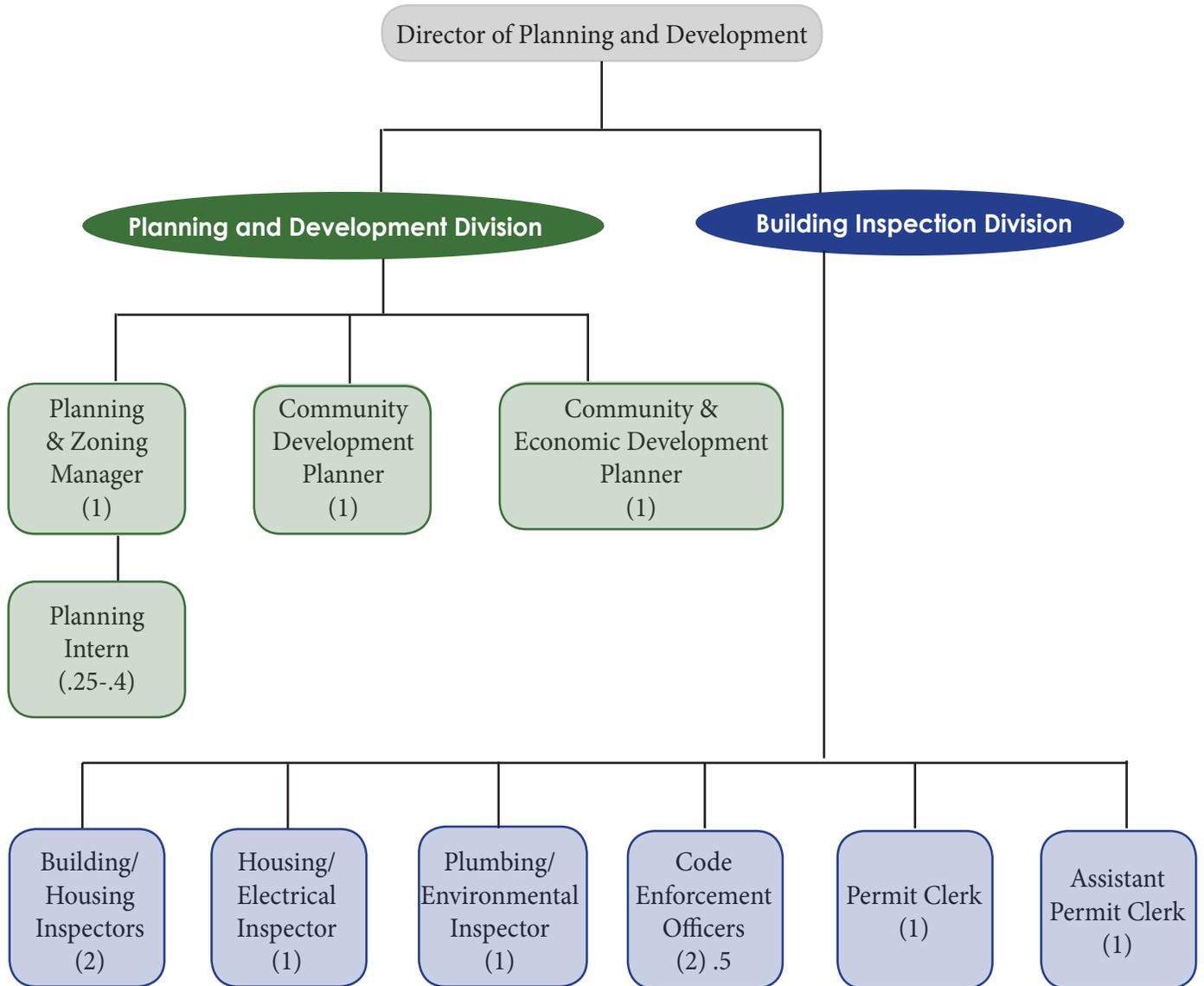
Core Neighborhoods Chosen

Each year, core focus neighborhoods are chosen, within the five-year plan boundary, where baseline surveys are taken to better understand the current conditions in the city's central neighborhoods. In 2018, Erie Hill and Gateway were chosen on the north side, and Sheridan Park and Swift were chosen on the south side.



Neighborhood Revitalization 2018 Target Areas





Pictured: Employees of Planning & Development, Building Inspection, and City Clerks