



CITY PLAN COMMISSION AGENDA

August 11, 2026 at 4:00 PM

City Hall, 3rd Floor - Council Chambers, 828 Center Avenue,
Sheboygan, WI

This meeting may be viewed LIVE on:

**Charter Spectrum Channel 990, AT&T U-Verse Channel 99 and:
www.wcsssheboygan.com/vod.**

It is possible that a quorum (or a reverse quorum) of the Sheboygan Common Council or any other City committees/boards/commissions may be in attendance, thus requiring a notice pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W.2d 408 (1993).

Persons with disabilities who need accommodations to attend this meeting should contact the Department of City Development, (920) 459-3377. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the City Development Department at 920-459-3377 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose. All Commission members may attend the meeting remotely.

OPENING OF MEETING

1. Roll Call
2. Pledge of Allegiance
3. Identify Potential Conflict(s) of Interest

MINUTES

- [4.](#) Approval of the Plan Commission minutes from July 28, 2026.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit with exceptions by Haran, LLC to operate a convenience store and gas station located at 2235 North Ave.
6. Public hearing regarding application for Conditional Use Permit with exceptions by Thomas Stemper to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- [7.](#) Architectural Review of an exterior remodel and addition at Edward Jones located at 3019 Superior Avenue.

- [8.](#) Application for Conditional Use Permit with exceptions by Haran, LLC to operate a convenience store and gas station located at 2235 North Ave.
- [9.](#) Application for Conditional Use Permit with exceptions by Thomas Stemper to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St.

TENTATIVE DATE OF NEXT REGULAR MEETING

10. Next scheduled meeting: August 26, 2026 at 4:00 PM

ADJOURN

11. Motion to Adjourn

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

City Hall • Mead Public Library
Sheboygan County Administration Building • City's website

CITY OF SHEBOYGAN

CITY PLAN COMMISSION MINUTES

Tuesday, July 28, 2026

MEMBERS PRESENT: Mayor Ryan Sorenson (remote), Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

STAFF/OFFICIALS PRESENT: City Administrator Casey Bradley, Director of Planning and Development Taylor Zeinert, Assistant to City Administrator Marie Foss and Planner Jeff Witte

OPENING OF MEETING

1. Roll Call

Jerry Jones called the meeting.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify Potential Conflict(s) of Interest

No conflicts of interest are identified.

MINUTES

4. Approval of the Plan Commission minutes from July 14, 2026.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON JULY 14, 2026.

Motion made by Joe Clarke, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

PUBLIC HEARINGS

5. Public hearing regarding application for Conditional Use Permit by A.C.E Building Services, Inc to construct an addition to the Torginol Inc. manufacturing facility located at 3217 Behrens Parkway.

No public comment

MOTION TO CLOSE THE PUBLIC COMMENT.

Motion made by Joe Clarke, seconded by Kimberly Meller

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Application for Conditional Use Permit by A.C.E Building Services, Inc to construct an addition to the Torginol Inc. manufacturing facility located at 3217 Behrens Parkway.

MOTION TO APPROVE WITH THE FOLLOWING CONDITIONS.

Motion made by Alderperson Michael Close, seconded by Braden Schmidt

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

1. 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, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, 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 Slatting (PDS) material in order to effectively screen and enclose the dumpster.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
7. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall work with staff with regards to constructing a well-designed signage for the site that utilizes colors and materials similar to the building. Staff may bring the proposed signage design back to the Plan Commission for review/approval.

Motion carried.

7. Architectural Review of exterior remodel at 3217 Behrens Parkway.

MOTION TO APPROVE AS PRESENTED.

Motion made by Joe Clarke, seconded by Kimberly Meller

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

8. Architectural Review of an exterior remodel and addition at Edward Jones located at 3019 Superior Avenue.

MOTION TO TABLE.

Motion made by Joe Clarke, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

9. Gen. Ord. No. 8-26-27 by Alderpersons Heidemann and Close annexing territory to the City of Sheboygan, Wisconsin (Land along County Hwy A and Weeden Creek Rd, Sheboygan, WI).
REFER TO CITY PLAN COMMISSION

MOTION TO RECOMMEN APPROVAL TO THE COMMON COUNCIL.

Motion made by Alderperson Michael Close, seconded by Kevin Jump

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

TENTATIVE DATE OF NEXT REGULAR MEETING

10. Tentative next meeting: August 11, 2026 at 4:00 PM

ADJOURN

11. Motion to Adjourn

MOTION TO ADJOURN THE MEETING.

Motion made by Braden Schmidt, seconded by Joe Clarke

Voting yea: Mayor Ryan Sorenson, Jerry Jones, Kevin Jump, Kimberly Meller, Alderperson Michael Close, Joe Clarke and Braden Schmidt

Motion carried.

Meeting is adjourned at 4:18 pm

CITY OF SHEBOYGAN

REQUEST FOR ARCHITECTURAL REVIEW BOARD CONSIDERATION

ITEM DESCRIPTION: Architectural Review of an exterior remodel and addition at Edward Jones located at 3019 Superior Avenue.

REPORT PREPARED BY: Ellise Rose, Zoning Administrator

REPORT DATE: May 4, 2026

MEETING DATE: August 11, 2026

FISCAL SUMMARY:**STATUTORY REFERENCE:**

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

Velstand Commercial Properties, LLC is proposing an exterior remodel and addition at Edward Jones located at 3019 Superior Avenue. The applicant states the following:

- The proposed project includes:
 - Expansion of existing office to go from four employees to approximately ten employees
 - Improved building aesthetics and parking
 - Eliminate old foundation from part of existing building
 - Bury existing powerlines
 - Improve stormwater runoff
- The existing materials are white siding and green shingled roof
- The proposed materials include:
 - LP siding
 - Stone wainscoting
 - Shingled roof

STAFF COMMENTS:

None

ACTION REQUESTED:

Motion to approve with possible amendments as determined by the Board.

ATTACHMENTS:

Architectural Review Application and required attachments.



CITY OF SHEBOYGAN

ARCHITECTURAL REVIEW APPLICATION

Fee: _____

Review Date: _____

Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information

Name (Ind., Org. or Entity) Velstand Commercial Properties, LLC	Authorized Representative Greg Monson	Title Member	
Mailing Address PO Box 689	City Sheboygan	State WI	ZIP Code 53082
Email Address [REDACTED]	Phone Number (incl. area code) [REDACTED]		

SECTION 2: Landowner Information (Complete These Fields When Project Site Owner is Different than Applicant)

Name (Ind., Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)		

SECTION 3: Architect Information

Name John Dolan			
Mailing Address 318 Washington Ave	City Stevens Point	State WI	Zip 54481
Email Address [REDACTED]	Phone Number (incl. area code) [REDACTED]		

SECTION 4: Contractor Information

Name Greg Monson			
Mailing Address PO Box 689	City Sheboygan	State WI	Zip 53082
Email Address [REDACTED]	Phone Number (incl. area code) [REDACTED]		

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Architectural Review Application. I certify that the information contained in this form and attachments are true and accurate. I certify that the project will be in compliance with all conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) Greg Monson	Title Member	Phone Number [REDACTED]
Signature of Applicant 		Date Signed 04/28/2026

Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the Architectural Review Board, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$100 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

SECTION 6: Description of the Subject Site/Proposed Project

Project Address/Description 3019 Superior Avenue, Sheboygan, WI 53081	Parcel No. 59281211312
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Name of Proposed/Existing Business:	Edward Jones Investments
Address of Property Affected:	3019 Superior Avenue, Sheboygan, WI 53081
Zoning Classification:	Commercial

New Building: ☐	Addition: ☐	Remodeling: ☐
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SECTION 7: Description of Proposed Project

- Expansion of existing office to go from four employees to approximately ten employees
- Improved building esthetics and parking
- Eliminate old foundation from part of existing building
- Bury existing powerlines
- Improve storm water runoff

SECTION 8: Description of EXISTING Exterior Design and Materials

- White siding
 - Green shingled roof
- (see submitted photos)

SECTION 9: Description of the PROPOSED Exterior Design and Materials

- LP siding
 - Stone wainscoting and entrance
 - Shingled roof
- (see submitted picture)



Building Addition for Edward Jones - Greg Monson

3019 Superior Avenue, Sheboygan WI

Index to Sheets

T101 Title Sheet / Site Plan
A101 Floor Plan

A201 Elevations
A202 Elevations
A301 Sections
A302 Sections
S100 Foundation Plan
S101 Floor Framing Plans
S102 Roof Framing Plan

G101 Symbols Legend & Accessibilty Details
G102 Accessibilty Details
G103 Accessible Parking & Sidewalk Details
G104 Stairs, Ramps & Guardrail Details

Code Data

Governing Code
Wisconsin Enrolled, 2021 International Building Code

Occupancy Classification - 303.1
Existing - Business - B
Addition - Business - B

Allowable Height & Area - TABLES 540.4 & 506.2
1 Story, 9,000 SF

Actual Building Area
1 Story, 4,575 SF Gross

Type of Construction - TABLE 601
TYPE V B,

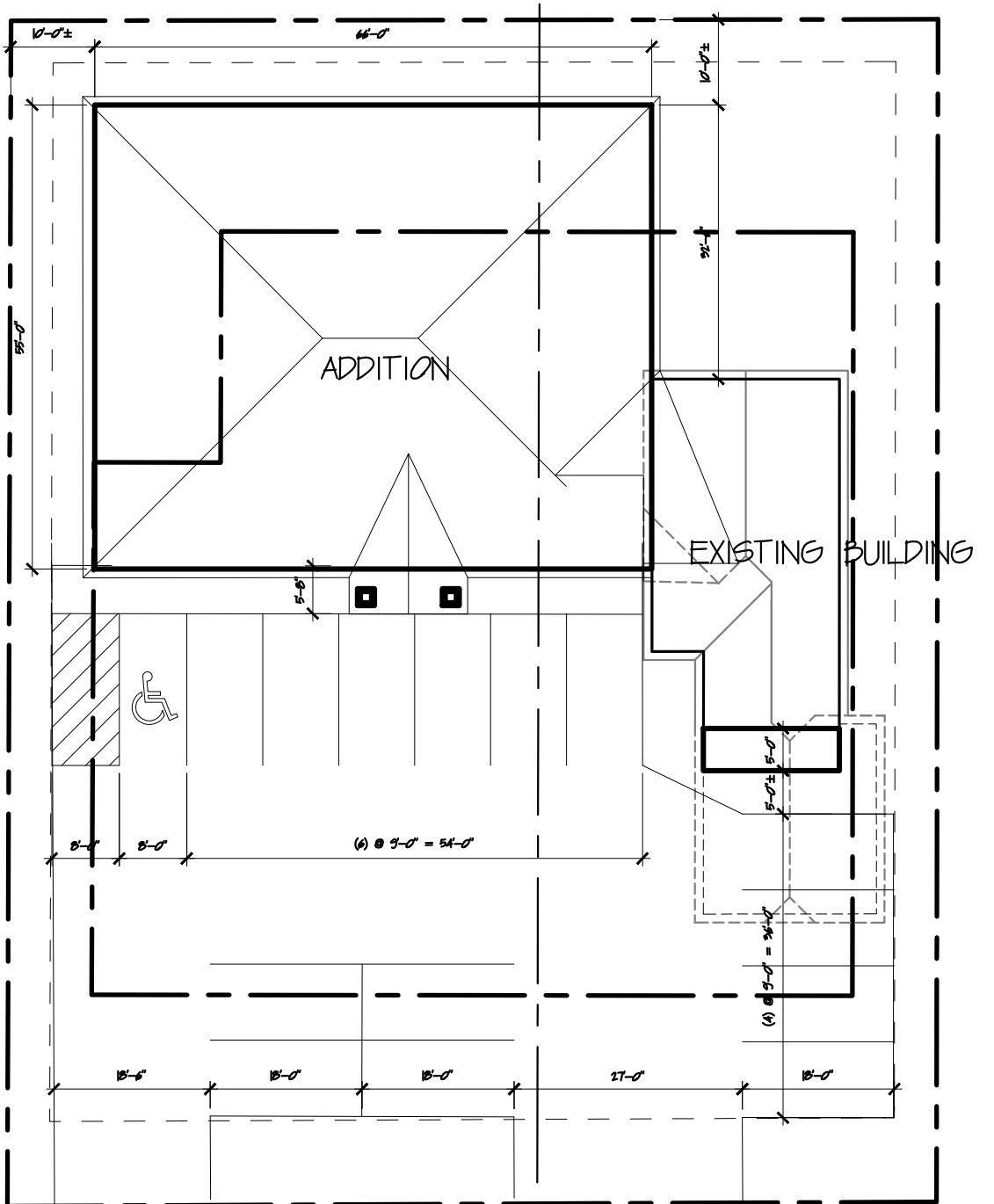
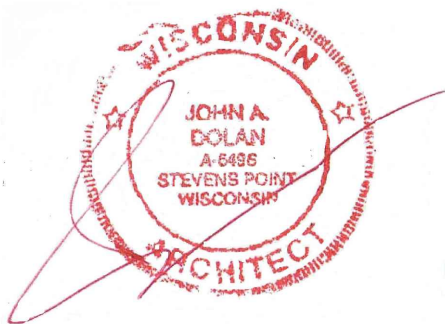
Fire Protection 903.2.1.3
Not required B occupancy less 300 occupants

Occupant Capacity 1004.1.2
Business Areas - 100 Gross = 46

Required Exit Width - Table 1004.1.2
20" per occupant required - 164" provided

Exit Access Travel Distance 1017.2
Business Occupancy, Non Sprinkled - 100 FT,

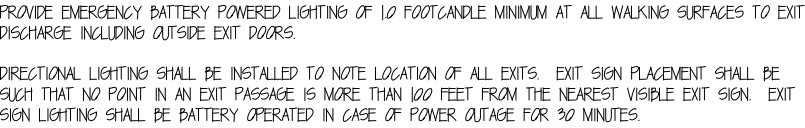
Sanitary Facilities, Table 2902.1
1 per 25 for the first 50 required -
3 toilet rooms provided



1 SITE PLAN
SCALE : 1" = 10'-0"
SCALE : 1" = 20'-0" - 11x17

0' 5' 10' 20'

NORTH

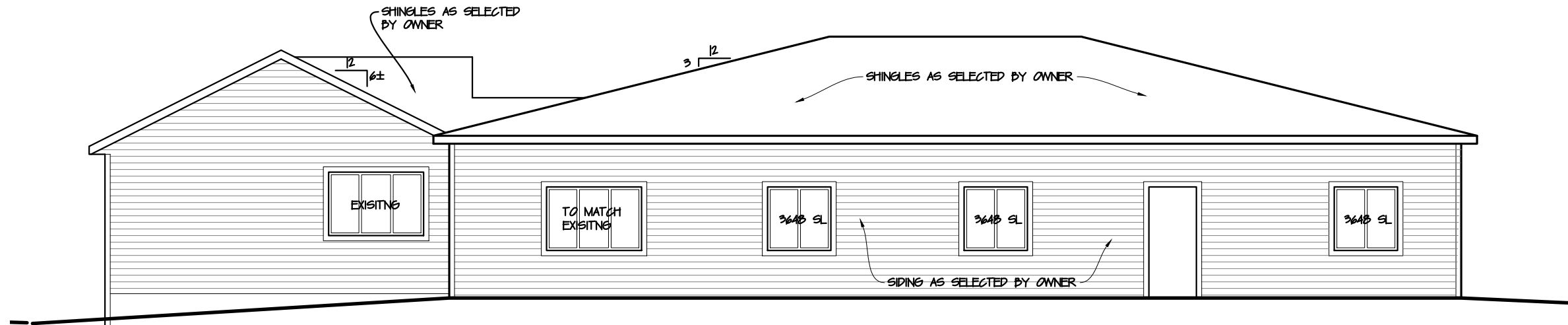


ROOM FINISH SCHEDULE

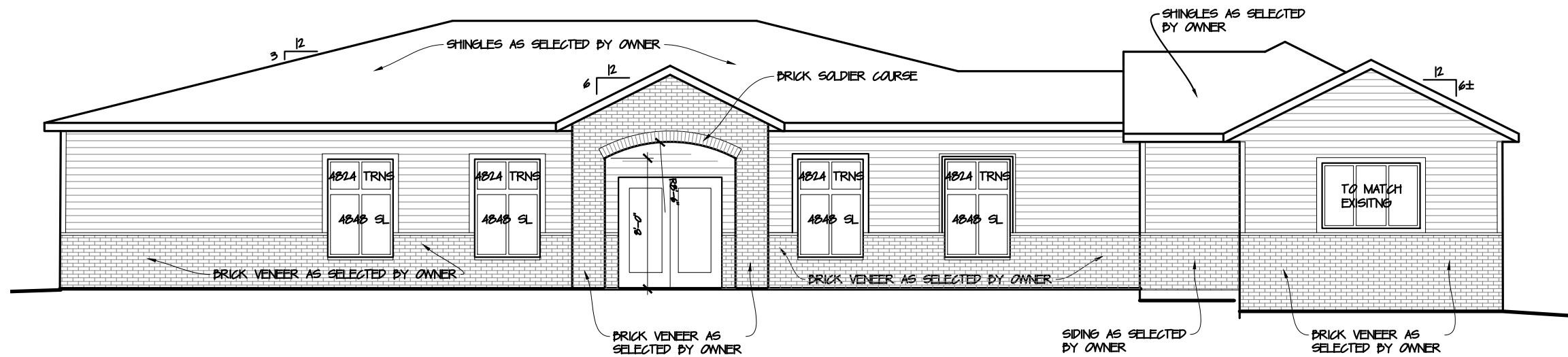
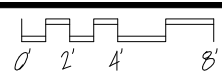
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DOOR SCHEDULE

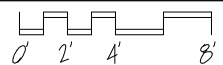
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2 SOUTH ELEVATION
A201
SCALE : 1/4" = 1'-0"
SCALE : 1/8" = 1'-0" - 11x17

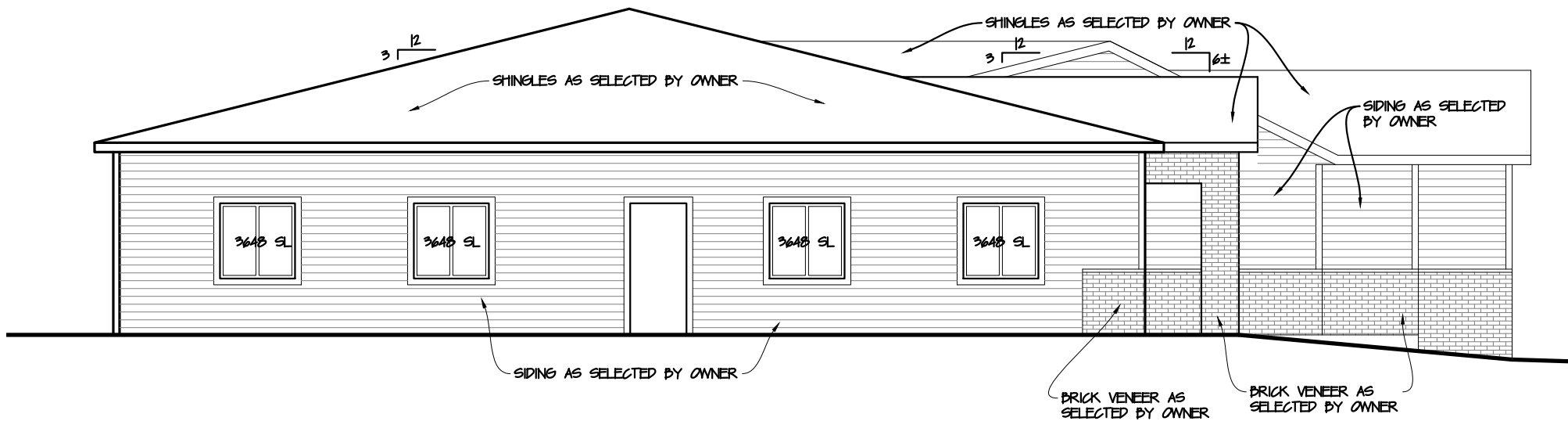
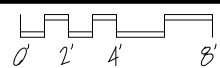


1 NORTH ELEVATION
A201
SCALE : 1/4" = 1'-0"
SCALE : 1/8" = 1'-0" - 11x17

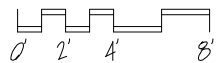


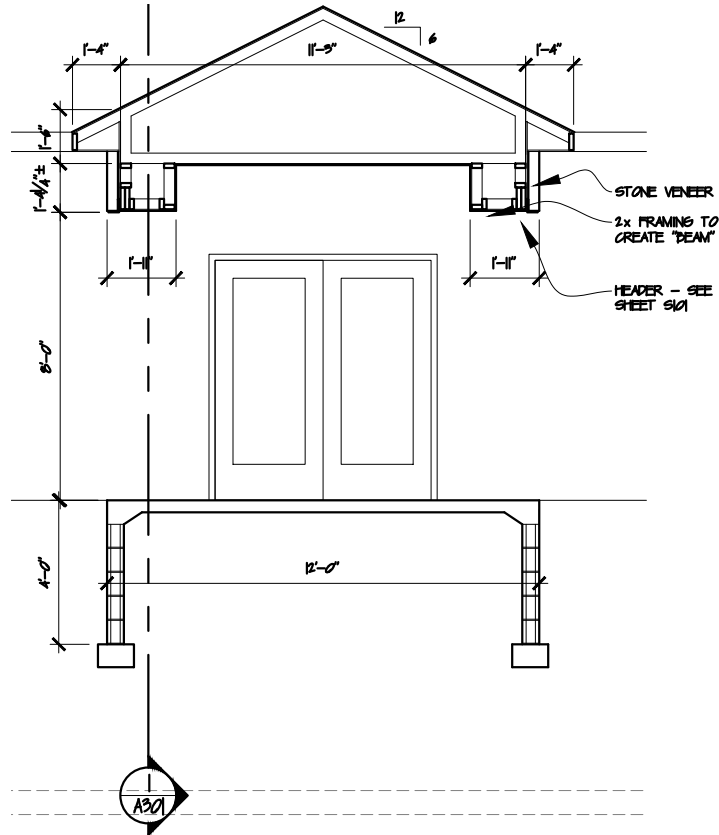


2 WEST ELEVATION
A201
SCALE : 1/4" = 1'-0"
SCALE : 1/8" = 1'-0" - 11x7



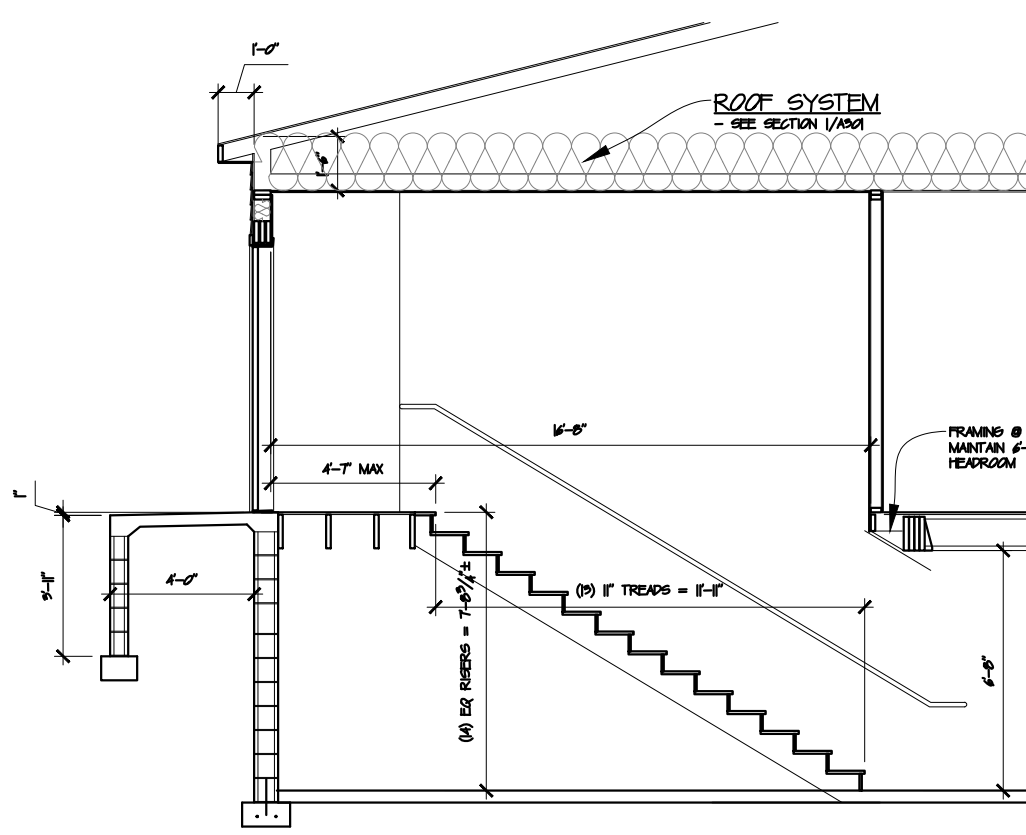
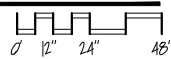
1 EAST ELEVATION
A201
SCALE : 1/4" = 1'-0"
SCALE : 1/8" = 1'-0" - 11x7





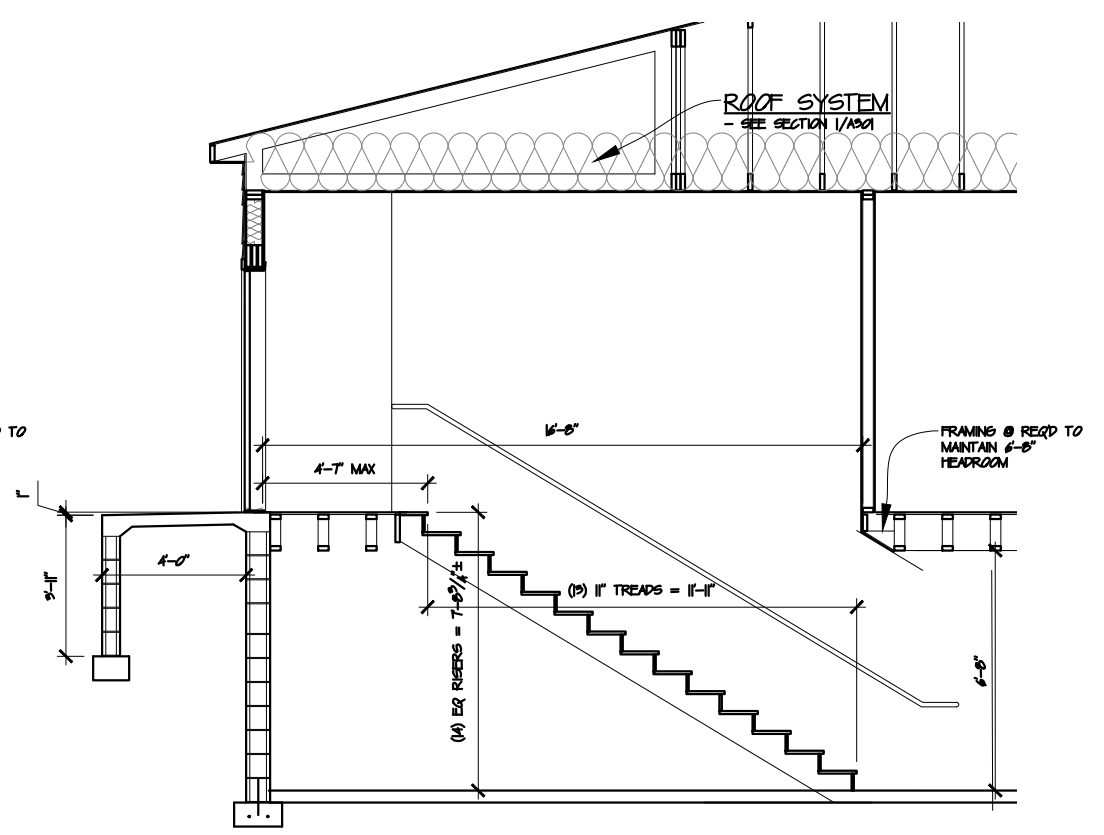
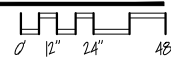
4 ENTRY SECTION

SCALE : 3/8" = 1'-0"
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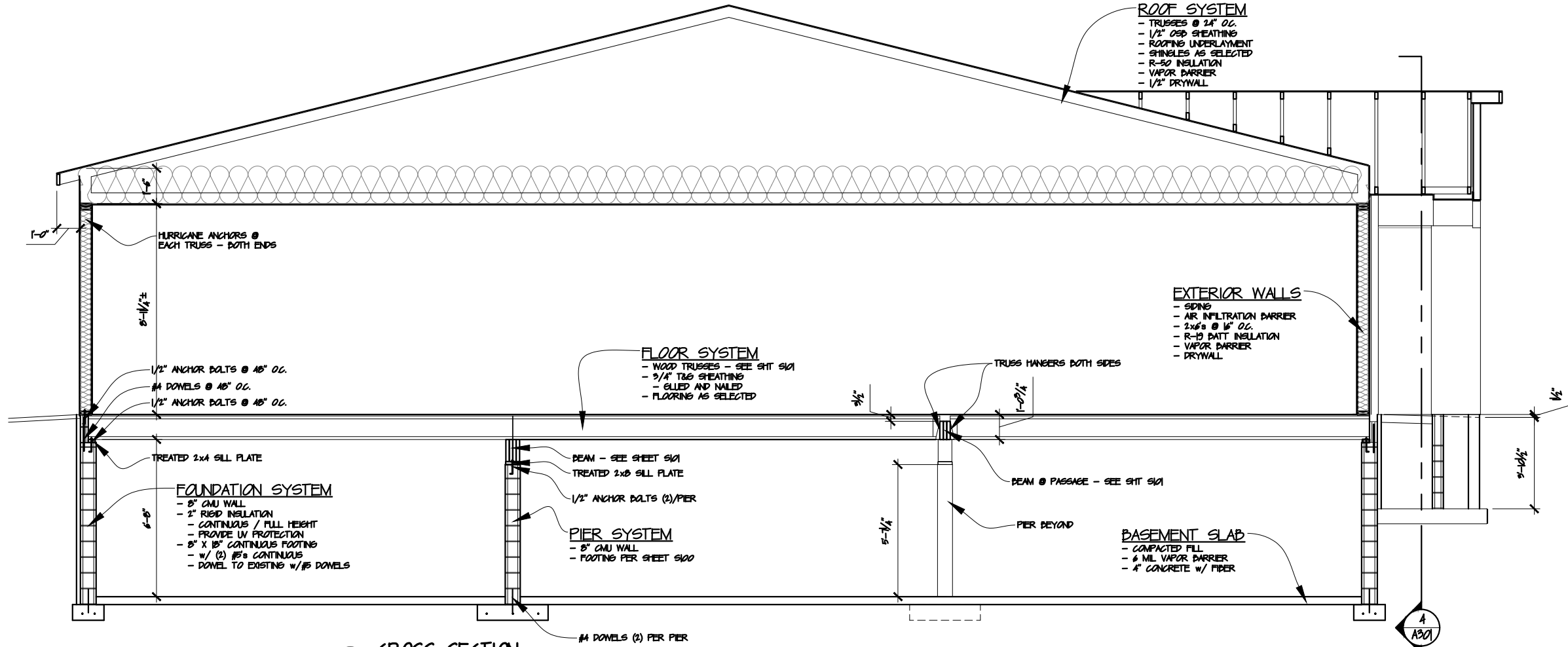
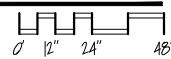
3 STAIR SECTION

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2 STAIR SECTION

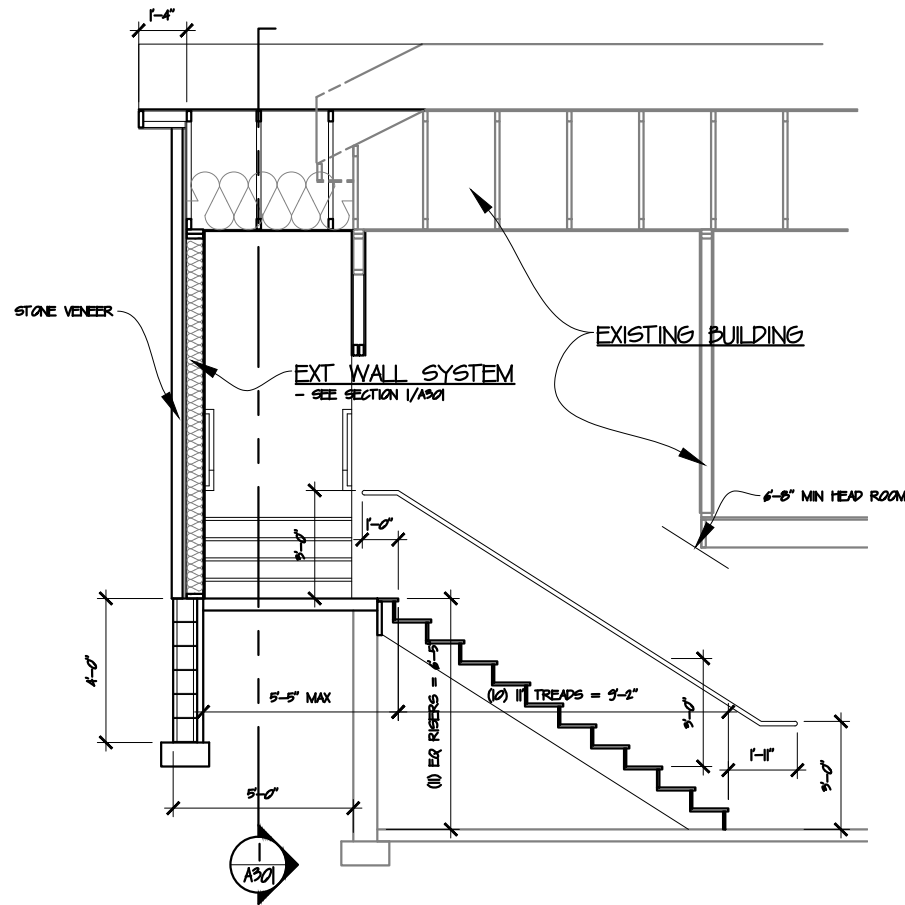
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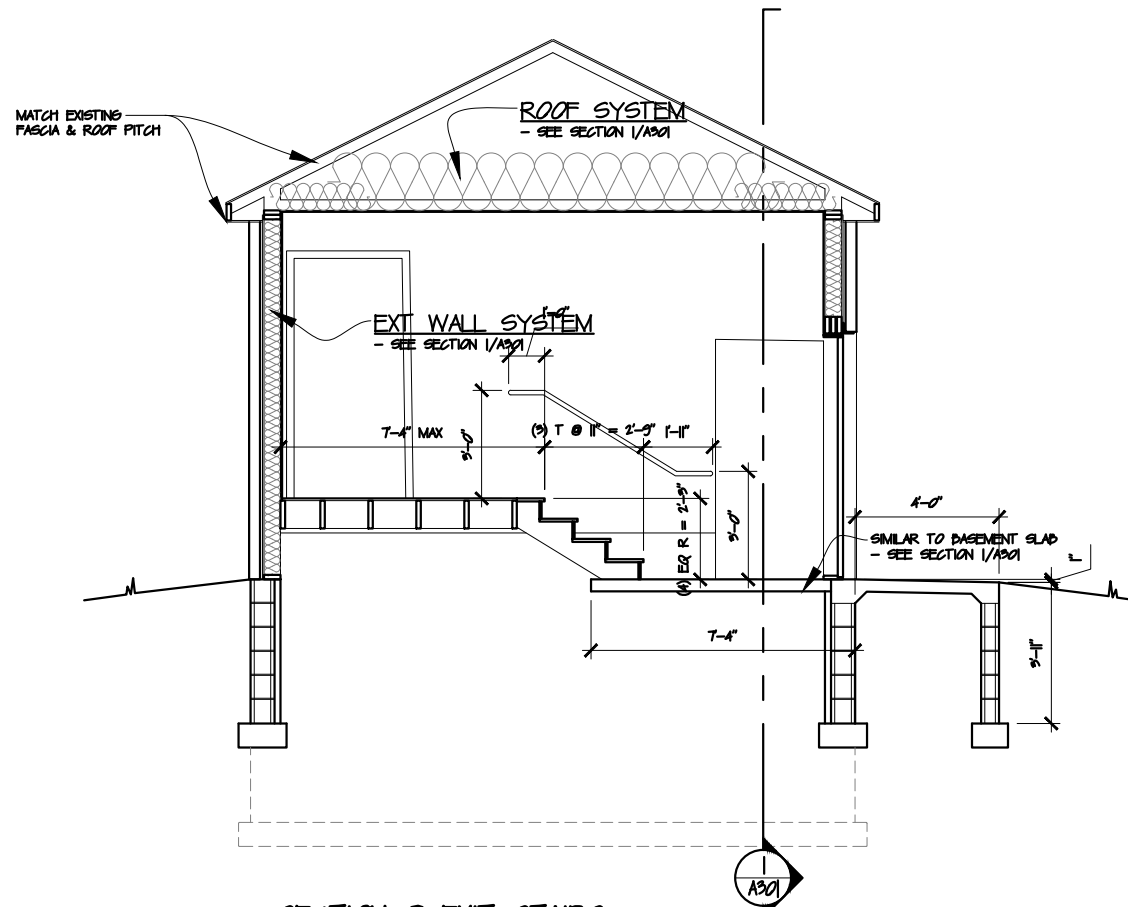
1 CROSS SECTION

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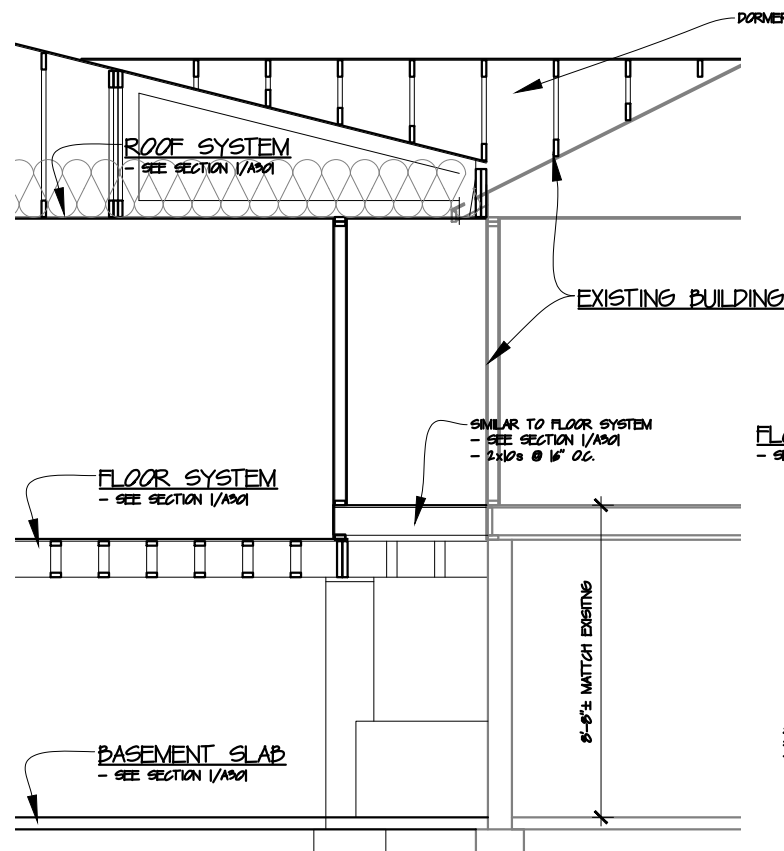




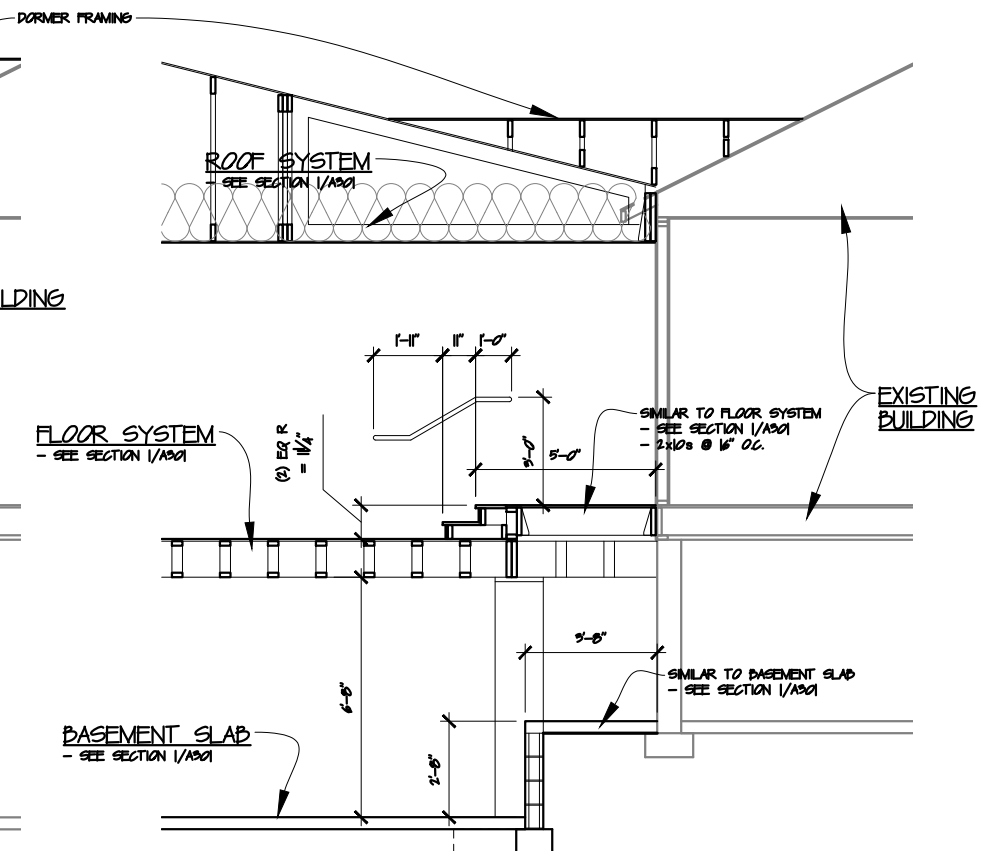
SECTION @ EXISTING BASEMENT EXIT STAIRS
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SCALE : 3/16" = 1'-0" - 11X7



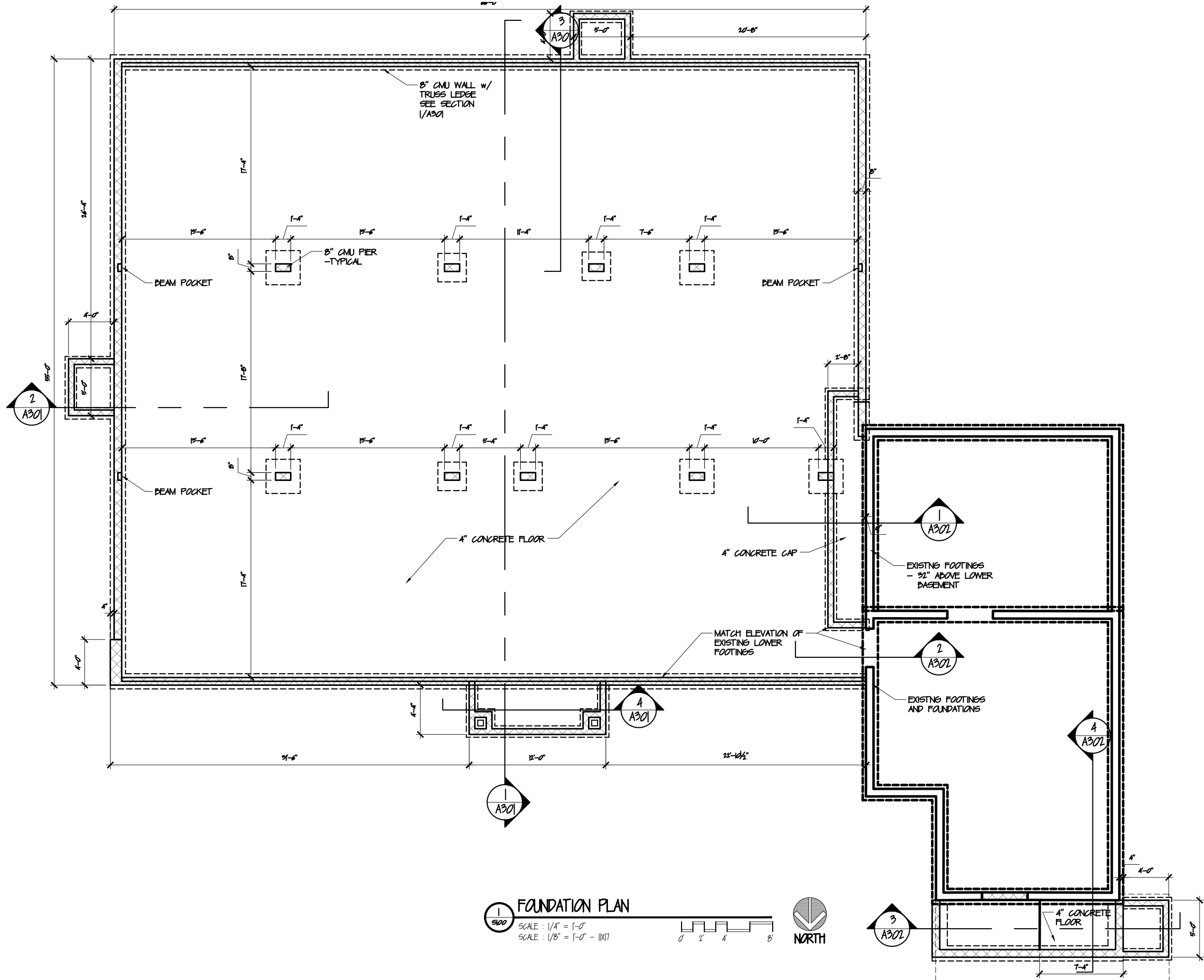
SECTION @ EXIT STAIRS
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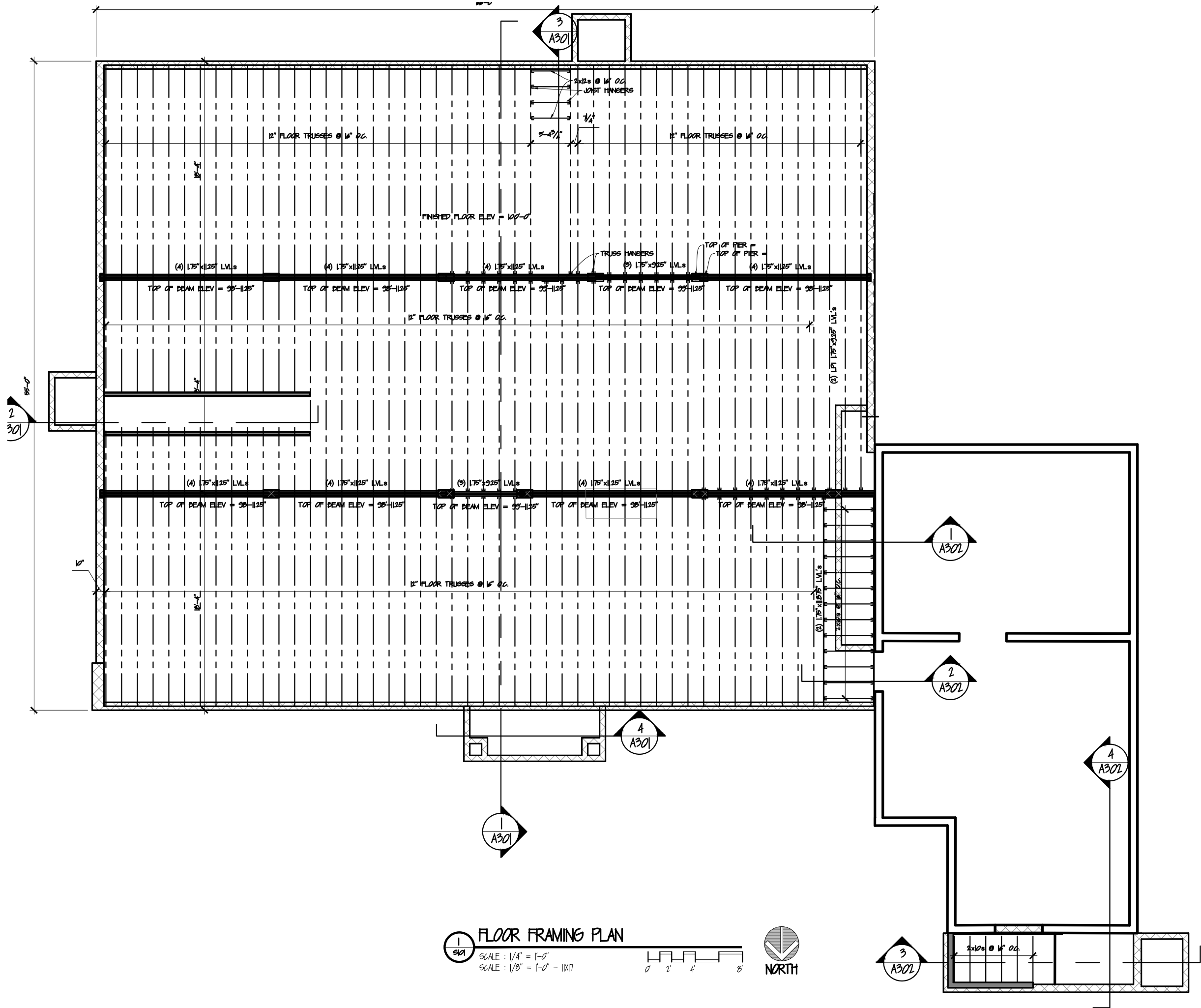


SECTION @ EXISTING BASEMENT
SCALE : 3/8" = 1'-0"
SCALE : 3/16" = 1'-0" - 11X7



STAIR SECTION
SCALE : 3/8" = 1'-0"
SCALE : 3/16" = 1'-0" - 11X7





Item 7.

construction m

architecture

318 Washington Avenue, Stevens Point, WI 54481

Building Addition

FOR

Edward Jones - Greg Monson

3019 Superior Avenue

Sheboygan, Wisconsin, Wisconsin

REVISIONS

DATE

07/16/26

PROJECT NO.

25001

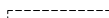
S10

19



ARCHITECTURAL MATERIAL INDICATIONS					
	COMPACTED FILL		UNDISTURBED EARTH		DRAINAGE FILL
EARTHWORKS					
	CAST-IN-PLACE /PRECAST		GROUT		
WALL DEFINITIONS					
	EXISTING CONSTRUCTION		NEW CONSTRUCTION		DEMOLITION
CONCRETE					
	CONCRETE BLOCK		BRICK		STONE
MASONRY					
	STEEL		ALUMINUM		BRASS /BRONZE
METAL					
	FINISH		ROUGH		PLYWOOD
WOOD					
	BATT/LOOSE FILL		RIGID		
INSULATION					
	WOOD STUD		WOOD STUD (DETAIL)		METAL STUD (DETAIL)
PARTITION INDICATIONS					
	GRASS		SWAMP		GLASS
CIVIL INDICATIONS			MISC.		

CIVIL SYMBOLS			
	DATUM		SWALE LINE W/ DIR. OF FLOW
	EXISTING GRADE ELEVATION		DIRECTION OF PITCH WITH % OF SLOPE
	NEW GRADE ELEVATION		U.P.
	EXISTING CONTOUR		H.P.
	NEW CONTOUR		D.S.
	WATER MAIN		C.O.
	GAS MAIN		C.B.
	ELECTRIC		M.H.
	TELEPHONE		P.P.
	FIRE PROTECTION		L.P.
	STORM		F.H.
	SANITARY		INLET PROTECTION
	FENCE		CHANNEL PROTECTION
	SILT FENCE		TRACKING PROTECTION
	RAILROAD TRACKS		EXIT TO GRADE
	SETBACK LINE		
	CENTER LINE		
	PROPERTY LINE		
	CONSTRUCTION LIMIT		ACCESSIBLE ROUTE

MISCELLANEOUS SYMBOLS			
	WC	WATER CLOSET	
	WC/T	WATER CLOSET (TANK)	
	U	URINAL	
	LAV	LAVATORY	
	SINK	SERVICE SINK	
	DF	DRINKING FOUNTAIN	
	EWS	EYE WASH	
		PROJECTION SCREEN	
	WM	WATER METER	
	SS	SAFETY SHOWER	
	HB	HOSE BIBB	
	WH	WALL HYDRANT	
	FD	FLOOR DRAIN	
	EXIT LIGHT—WITH DIRECTIONAL ARROW(S). SHADED AREA INDICATES ILLUMINATED FACE(S)		
	EMERGENCY LIGHTS		
	FE	SEMI RECESSED FIRE EXTINGUISHER	
	FE	WALL MOUNTED FIRE EXTINGUISHER	

SECTIONS AND DETAILS	
PARTIAL SECTIONS CUT ON PLANS, ETC. ARE SHOWN AS FOLLOWS:	
	SECTION LETTER SECTION SHEET
BUILDING SECTIONS CUT ON PLANS, ETC. ARE SHOWN AS FOLLOWS:	
	INTERIOR ELEVATIONS SHOWN AS FOLLOWS: ELEVATION NUMBER ELEVATION SHEET
DETAILS OF SPECIFIC ITEMS ON PLANS, ETC. ARE SHOWN AS FOLLOWS:	
	DETAIL NUMBER DETAIL SHEET NUMBER
DETAIL INDICATOR FOR SMALL CONDITIONS ARE SHOWN AS FOLLOWS:	
	DETAIL NUMBER DETAIL SHEET NUMBER
SPECIFIC DETAILS ARE SHOWN ON DETAIL SHEET AS FOLLOWS:	
	FLOOR PLAN

ARCHITECTURAL SYMBOLS	
NAME	NUMBER
	ROOM IDENTIFIER
	NOMINAL SIZE OR S.F.
	MATCH LINE SEE XX/X-XXX
	DOOR INDICATOR
	WINDOW INDICATOR
	EQUIPMENT NUMBER
	KEYNOTE INDICATOR
	REVISION INDICATOR
	CEILING HEIGHT INDICATOR
	PARTITION TYPE INDICATOR
	COLUMN REFERENCE GRID
	ELEVATION MARKER
	HANDICAP
	PLAN NORTH
	SPOT ELEVATION
	RECESSED SLAB CONDITION

GENERAL NOTES	
NOTES APPLY TO ENTIRE DOCUMENT SET.	
SHEET NOTES	
NOTES APPLY ONLY TO SHEET.	
KEYNOTES	
NOTES APPLY ONLY WHERE INDICATED BY SYMBOL.	

STANDARD ABBREVIATIONS	
AB anchor bolt A/C air conditioning AFF above finished floor ALUM aluminum ALT alternate AP access panel ASPH asphalt	MANUF manufactured MAX maximum MB mop basin MECH mechanical MEMB membrane MFR manufacturer MIN minimum MISC miscellaneous MO masonry opening MTL metal
BD board BLDG building BLKG blocking BM beam, bench mark BO by others BRG bearing BS both sides BTM bottom	NIC not in contract NO number NOM nominal NTS not to scale
CF cubic feet CJ construction joint CLG ceiling CLJ control joint CLK caulk(ing) CMU concrete masonry unit CO cleanout COL column CONC concrete CONT continue, continuous CONTR contract(or) CPT carpet(ed) CR curb ramp CT ceramic tile CY cubic yard	OC on center OD outside diameter OH overhead, overhang OPNG opening
DBL double DF drinking fountain DIA diameter DIM dimension DN down DR door, drain DS down spout DTL detail DW dishwasher DWALL drywall DWG drawing	PART partition PCF pounds per cubic foot PKT pocket PLAS plastic PLBG plumbing PLF pounds per lineal foot PNL panel POLY polyethylene PROJ project, projected PROP property PSF pounds per square foot PSI pounds per square inch PT pressure treated PTD paint(ed) PVC polyvinyl chloride PVMT pavement PWD plywood
EA each EIFS exterior finish insulation system EL elevation ELEC electric(al) ELEV elevator EPDM ethylene, propylene, diene terpolymer EPI extruded polystyrene insulation EQUIP equipment EW each way EWC electric water cooler EXH exhaust EXIST existing EXP exposed, expansion EXT exterior FAC fire access cabinet FD floor drain FE fire extinguisher FIN finish FLR floor FLUR fluorescent FNDTN foundation FT foot FTG footing, fitting	QT quarry tile R radius, riser RA return air RD roof drain REF refrigerator REIN reinforcing REQD required RM room RO rough opening
G gas GA gauge GALV galvanized GB grab bar GC general contract(or) GL glass, glazing GYP gypsum HB hose bib HC hollow core HDWR hardware HGT height HM hollow metal HORIZ horizontal HTG heating HVAC heating/ventilating/air conditioning HW hot water HYD hydrant	SA supply air SC solid core SF square foot SH shelf, shelving, shower SHT sheet SIM similar SPKR speaker SQ square SS stainless steel STC sound transmission coefficient STD standard STL steel SUSP suspended SY square yard
ID inside diameter IE invert elevation IN inch INCL include(d), including INSUL insulate(d), insulation INT interior	T tread TELE telephone T/G tongue and groove THK thick(ness) TOF top of footing TOS top of steel TOW top of wall TYP typical
JST joist JT joint LAV lavatory LF linear foot LL live load	UH unit heater VB vapor barrier VCT vinyl composition tile VERT vertical VT vinyl tile W water W/ with WD wood W/O without WP waterproof(ing) WSCT wainscot WWF welded wire fabric
	angle centerline diameter square/square foot plate

MOUNTING HEIGHTS & CLEARANCES	
LATCH SIDE APPROACH — SWINGING DOORS	
HINGE SIDE APPROACH — SWINGING DOORS	
FRONT APPROACH — SWINGING DOORS	
LAVATORY CLEARANCES	
URINAL	
PARTITION AT TOILET	
PARTITION AT URINAL	
TOWEL DISPENSER/ WASTE RECEPTACLE	
HOSE BIBB	
CLOCK	
SHOWER VALVE	
SHOWER HEAD	
ROBE HOOK	
TOILET PAPER HOLDER	
EWC	

Item 7.

JAD Architect

architecture

construction m

318 washington avenue, stevens point, wi 54481

SYMBOL LEGEND

AND

ACCESSIBILITY DETAILS

Building Addition

FOR

Edward Jones - Greg Manson

3019 Superior Avenue

Sheboygan, Wisconsin , Wisconsin

REVISIONS

DATE

07/16/26

PROJECT NO.

25001

G10

21

MANUEVERING CLEARANCES, REACH RANGES, & PROTRUDING OBJECTS

HIGH AND LOW SIDE REACH LIMITS

10" (255 mm) MAX.
30" (760 mm)
32" TO 42" (813 TO 1067 mm) MIN.
54" (1370 mm) MAX.
9" (230 mm) MIN.

MAX. SIDE REACH OVER OBSTRUCTION

24" (610 mm)
30" (760 mm)
46" (1170 mm) MAX.
34" (865 mm) MAX.

CLOSET

48" (1220 mm) MAX.
21" (535 mm) MAX.

SHelves

48" (1220 mm) MAX.
ACCESSIBLE RANGE
15" (380 mm) MIN.
21" (535 mm) MAX.

FORWARD APPROACH--ALCOVE

48" (1220 mm) MIN.
30" x 48" CLEAR FLOOR SPACE
ALCOVE
36" (915 mm) MIN.

PARALLEL APPROACH--ALCOVE

30" (760 mm) MIN.
X > 24" (610 mm)
60" (1525 mm) MIN.

TWO WHEELCHAIRS

60" (1525 mm) MIN.

SINGLE WHEELCHAIR

24" (610 mm) MIN.
48" (1220 mm) MIN.
24" (610 mm) MIN.
36" (915 mm) MIN.
32" (815 mm) MIN.
36" (915 mm) MIN.

UNOBSTRUCTED FORWARD REACH

4" (100 mm) MAX.
HIGHER THAN 27" (685 mm)
80" (2030 mm) MIN.
27" (685 mm) PR. LEVS

OBSTRUCTED HIGH FORWARD REACH

48" (1220 mm) MAX.
15" (380 mm) MIN.
20" TO 25" (510 TO 635 mm) MAX.

UNOBSTRUCTED SIDE REACH

ANY AMOUNT CLEAR WIDTH
27" (685 mm) PR. LEVS

OBSTRUCTED SIDE REACH

48" (1220 mm) MAX.
15" (380 mm) MIN.
10" TO 24" (255 TO 610 mm) MAX.

CIRCULAR TURNING SPACE

60" (1525 mm) MIN.

T-SHAPED TURNING SPACE

12" (305 mm) MIN.
36" (915 mm) MIN.
12" (305 mm) MIN.
24" (610 mm) MIN.
36" (915 mm) MIN.
60" (1525 mm) MIN.

MANUEVERING CLEARANCES, REACH RANGES, & PROTRUDING OBJECTS

THIS AREA MAY BE USED AS PART OF MANUEVERING CLEARANCE OR WHEELCHAIR TURNING SPACE

25" (635 mm) MAX.
TOE AND KNEE CLEARANCE
KNEE CLEARANCE
TOE CLEARANCE
9" (230 mm) MIN.
27" (685 mm) MIN.

MAXIMUM CLEARANCE

NOTE
Additional space can be provided beneath the table, desk, or other element, but that space is not considered knee and toe clearance.

THIS AREA MAY BE USED AS PART OF MANUEVERING CLEARANCE OR WHEELCHAIR TURNING SPACE

17" (430 mm) MIN.
TOE AND KNEE CLEARANCE
6" (150 mm) MIN.
11" (280 mm) MIN.
8" (205 mm) MIN.

MINIMUM CLEARANCE

NOTE
Clearances shown are required at specific accessible elements.

THIS AREA MAY BE USED AS PART OF MANUEVERING CLEARANCE OR WHEELCHAIR TURNING SPACE

6" (150 mm) MIN.
TOE CLEARANCE
9" (230 mm) MIN.

TOE CLEARANCE ONLY

RAMPS & DOORS

1/2" (13 mm)
MAX.

NOT ALLOWED

1/4" (6.5 mm)
MAX.

ALLOWED

1/4" TO 1/2" (6.5 TO 13 mm)
MAX.

ALLOWED

LANDING LENGTH
60" (1525 mm) MIN.

LANDING
AT LEAST AS WIDE
AS RAMP RUN

RAMP

RAMP RISE

RAMP RUN

LANDING
60" (1525 mm) MIN.

60" (1525 mm) MIN.

RAMP

NOTES

- Changes in level greater than 1/2 in. (13 mm) must be ramped.
- Some standards prohibit changes in level in clear floor space, maneuvering clearances, wheelchair turning space, and access aisles.

10" (255 mm) MIN.
EXTENDED PLATFORM

36" (915 mm) MIN.
CLEAR WIDTH

HANDRAIL

BALUSTER

RAMP

RAMP

MIN. REQUIRED LANDING WIDTH

36" (915 mm) MIN.
CLEAR WIDTH

HANDRAIL

ENCLOSED RAMP
PROVIDES EDGE
PROTECTION

RAMP

34" TO 38" (865 TO 965 mm)
DOOR 1:1.25 SLOPE

34" TO 38" (865 TO 965 mm)

LANDING

9 1/2" (285 mm)

34" TO 38" (865 TO 965 mm)

12" (305 mm) MIN.

HORIZONTAL EXTENSION

RAILING

12" (305 mm) MIN.

HORIZONTAL PROJECTION

1:12 TO 1:20 SLOPE (SLOPE < 1:20 IS NOT DEFINED AS A RAMP SO NO HANDRAILS ARE REQUIRED)

RAMP SURFACE

Y = RAMP RISE

X = RAMP LENGTH (HORIZONTAL PROJECTION OR RUN)

LANDING

NOTE

Slope = Y:X, where X is a level plane.

48" (1220 mm) MIN.

DIRECTION OF TRAVEL

SWING--SAME DIRECTION

48" (1220 mm) MIN.

DIRECTION OF TRAVEL

SWING--OPPOSITE DIRECTION

DOOR CLOSER

WHERE VISION LIGHTS ARE PROVIDED, AT LEAST ONE PANEL SHOULD EXTEND TO WITHIN 43" OF FLOOR

DOOR HARDWARE LOCATED BETWEEN 34" AND 48" (865 AND 1220 mm) ABOVE FLOOR

48" (1220 mm) MAX.

34" (865 mm) MIN.

43" (1090 mm) MAX.

BOTTOM 10" (255 mm) OF DOOR SURFACE SHOULD BE SMOOTH

1 1/4" TO 2" (33 TO 52 mm) MIN.

1 1/2" (38 mm) MIN.

2 1/2" (65 mm) MIN.

2 1/4" (59 mm) MAX.

2 1/4" (59 mm) MAX.

2 1/4" (59 mm) MAX.

2 1/2" (65 mm) MAX.

2 1/2" (65 mm) MAX.

HORIZONTAL PROJECTION

CIRCULAR

NONCIRCULAR

NOTES

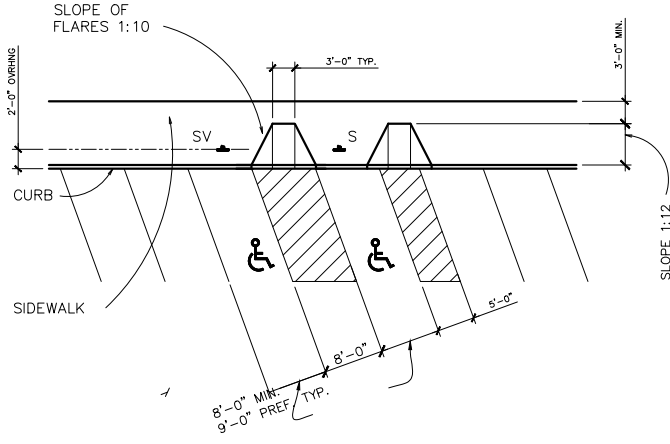
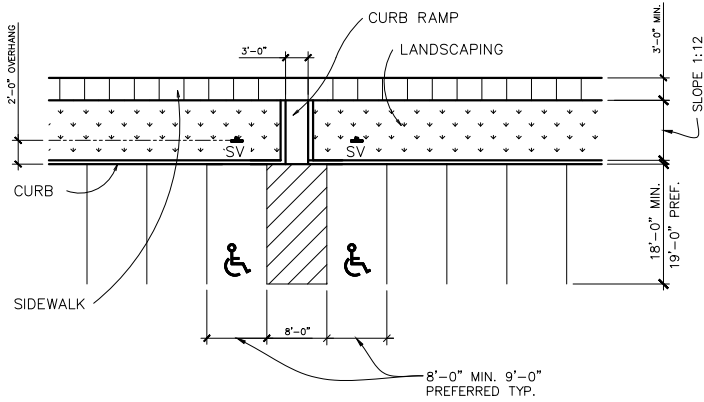
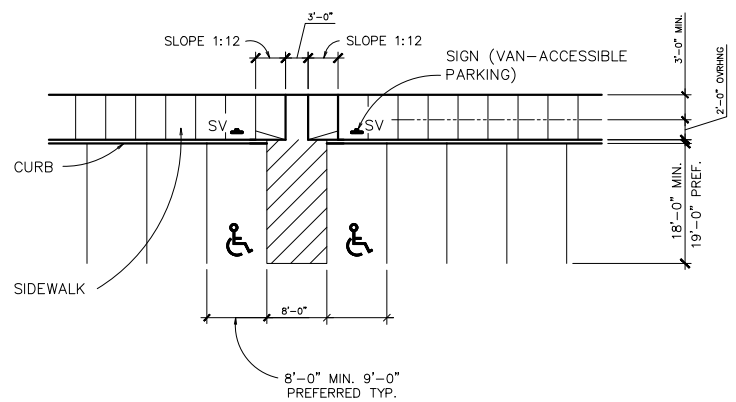
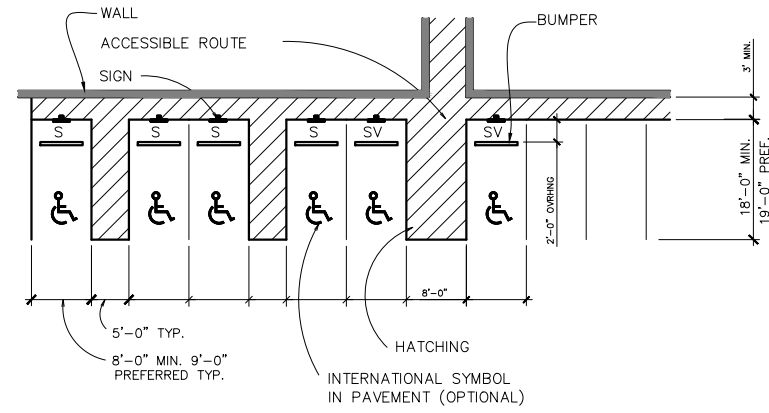
- Hardware: Specify hardware that can be operated with one hand, without tight grasping, pinching, or twisting of the wrist.
- Thresholds: Thresholds are typically limited to 1/2 in. maximum height; however, some standards allow a 3/4 in. height for certain sliding doors.
- Opening force: Interior doors (other than fire doors) should be able to be operated with 5 lb. of force. Exterior doors and fire doors may be regulated by the authority having jurisdiction.

MOUNTING HEIGHTS & CLEARANCES

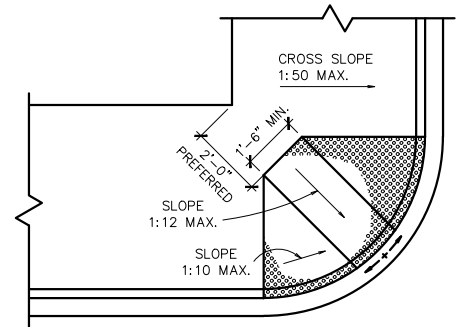
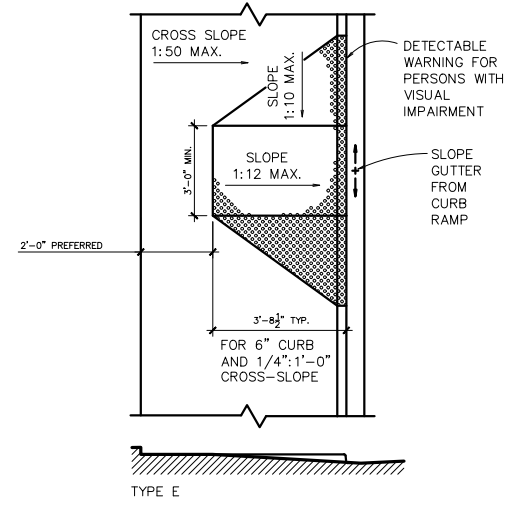
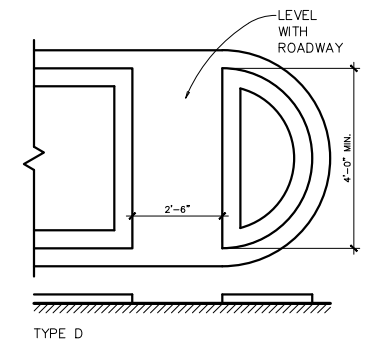
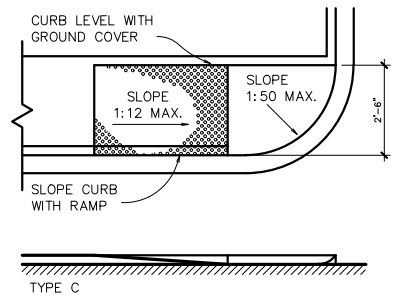
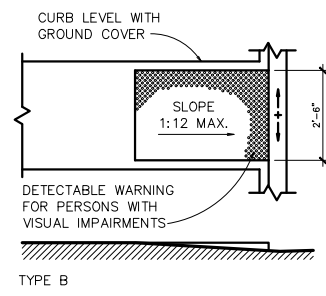
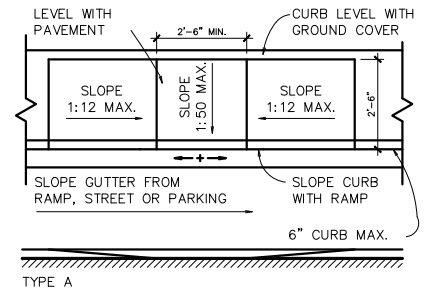
TOILET PARTITION

- 6" (150 mm) MAX.
- 11" (300 mm) MAX.
- 3'-4" (1065 mm) MIN.
- 4'-3" (1370 mm) MIN.
- 3'-0" (915 mm) MAX.
- 1'-6" (480 mm) MIN.
- 2'-7" TO 3'-0" (890 TO 915 mm)
- 5'-0" clear
- CLEAR FLOOR SPACE 3'-0" x 5'-0" AT ACCESSIBLE STALL
- BOWL AND PIPES MUST BE CONTAINED WITHIN THIS AREA
- 1'-5" (430 mm) MIN.
- 9" (230 mm) MIN.
- 3'-2" (1015 mm) MAX. TO REFLECTING SURFACE
- 2'-10" (915 mm) MAX.
- 6" (150 mm) MIRROR
- URINAL PARTITION
- URINAL (ELONGATED TYPE)
- 1'-8" (38 mm)
- 1'-4" (35 mm) MIN.
- 1'-6" (480 mm) MIN.
- 1'-2" (30 mm) MIN.
- 1'-4" (35 mm) MAX.
- 1'-6" (480 mm) MAX.
- 1'-8" (38 mm)
- 1'-10" (30 mm) MIN.
- 1'-12" (30 mm) MIN.
- 1'-14" (30 mm) MIN.
- 1'-16" (30 mm) MIN.
- 1'-18" (30 mm) MIN.
- 1'-20" (30 mm) MIN.
- 1'-22" (30 mm) MIN.
- 1'-24" (30 mm) MIN.
- 1'-26" (30 mm) MIN.
- 1'-28" (30 mm) MIN.
- 1'-30" (30 mm) MIN.
- 1'-32" (30 mm) MIN.
- 1'-34" (30 mm) MIN.
- 1'-36" (30 mm) MIN.
- 1'-38" (30 mm) MIN.
- 1'-40" (30 mm) MIN.
- 1'-42" (30 mm) MIN.
- 1'-44" (30 mm) MIN.
- 1'-46" (30 mm) MIN.
- 1'-48" (30 mm) MIN.
- 1'-50" (30 mm) MIN.
- 1'-52" (30 mm) MIN.
- 1'-54" (30 mm) MIN.
- 1'-56" (30 mm) MIN.
- 1'-58" (30 mm) MIN.
- 1'-60" (30 mm) MIN.
- 1'-62" (30 mm) MIN.
- 1'-64" (30 mm) MIN.
- 1'-66" (30 mm) MIN.
- 1'-68" (30 mm) MIN.
- 1'-70" (30 mm) MIN.
- 1'-72" (30 mm) MIN.
- 1'-74" (30 mm) MIN.
- 1'-76" (30 mm) MIN.
- 1'-78" (30 mm) MIN.
- 1'-80" (30 mm) MIN.
- 1'-82" (30 mm) MIN.
- 1'-84" (30 mm) MIN.
- 1'-86" (30 mm) MIN.
- 1'-88" (30 mm) MIN.
- 1'-90" (30 mm) MIN.
- 1'-92" (30 mm) MIN.
- 1'-94" (30 mm) MIN.
- 1'-96" (30 mm) MIN.
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- 1'-300" (30 mm) MIN.
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- 1'-368" (30 mm) MIN.
- 1'-370" (30 mm) MIN.
- 1'-372" (30 mm) MIN.
- 1'-374" (30 mm) MIN.
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- 1'-380" (30 mm) MIN.
- 1'-382" (30 mm) MIN.
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- 1'-402" (30 mm) MIN.
- 1'-404" (30 mm) MIN.
- 1'-406" (30 mm) MIN.
- 1'-408" (30 mm) MIN.
- 1'-410" (30 mm) MIN.
- 1'-412" (30 mm) MIN.
- 1'-414" (30 mm) MIN.
- 1'-416" (30 mm) MIN.
- 1'-418" (30 mm) MIN.
- 1'-420" (30 mm) MIN.
- 1'-422" (30 mm) MIN.
- 1'-424" (30 mm) MIN.
- 1'-426" (30 mm) MIN.
- 1'-428" (30 mm) MIN.
- 1'-430" (30 mm) MIN.
- 1'-432" (30 mm) MIN.
- 1'-434" (30 mm) MIN.
- 1'-436" (30 mm) MIN.
- 1'-438" (30 mm) MIN.
- 1'-

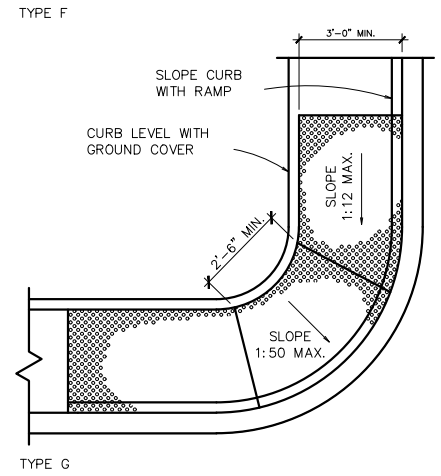
MANUEVERING CLEARANCES, REACH RANGES, & PROTRUDING OBJECTS



ACCESSIBLE SIDEWALK RAMPS



NOTE
If the 4 ft 0 in. preferred dimension cannot be met for type F, the 1:10 slope becomes 1:12 maximum.



SIGNS



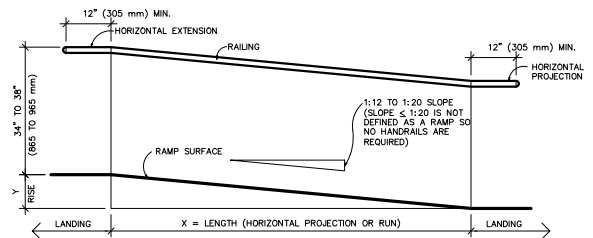
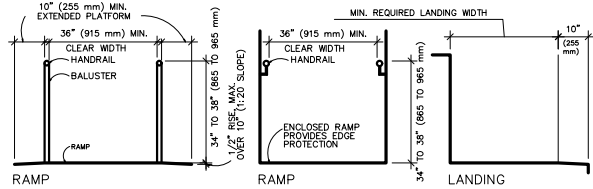
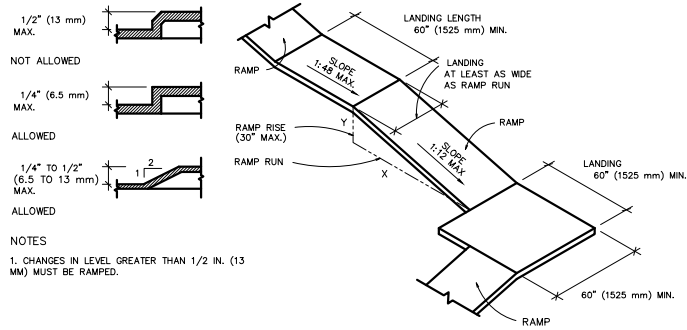
ACCESSIBLE PARKING
AND
SIDEWALK DETAILS

Building Addition
FOR
Edward Jones - Greg Monson
3019 Superior Avenue
Sheboygan, Wisconsin, Wisconsin

REVISIONS

DATE
07/16/26
PROJECT NO.
25001

RAMPS



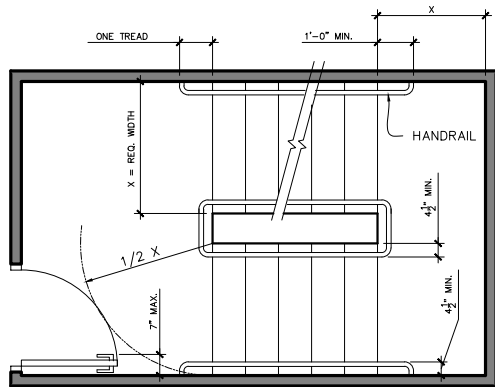
NOTES:

1. GRADIENT (SLOPE) MAY BE EXPRESSED AS A RATIO, PERCENTAGE OR IN DEGREES.

- A. GRADIENT RATIOS EXPRESS SLOPE AS THE RATIO BETWEEN HORIZONTAL DISTANCE AND VERTICAL ELEVATION CHANGE.
B. GRADIENT PERCENTAGE EXPRESS SLOPE AS THE GRADIENT (G) OBTAINED BY DIVIDING THE VERTICAL ELEVATION CHANGE (V) BY THE HORIZONTAL DISTANCE (H), EXPRESSED AS A PERCENTAGE.

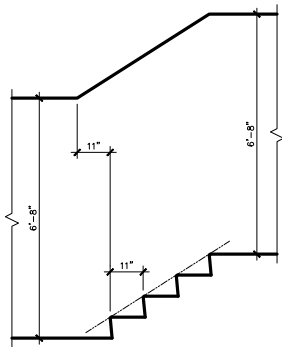
$G = V/H$
 $H = V/G$
 $V = GH$

GUARDRAILS, HANDRAILS, & STAIRS

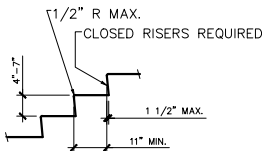


REQUIRED WIDTH = 44" MIN.
36" MIN. IF STAIR SERVES < 50 OCCUPANTS

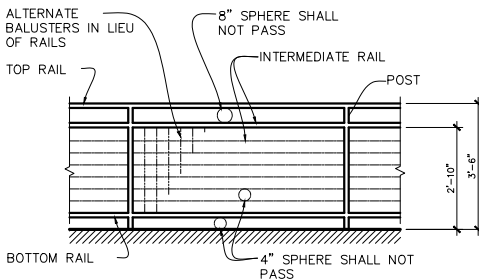
REQUIRED WIDTH & CLEARANCES



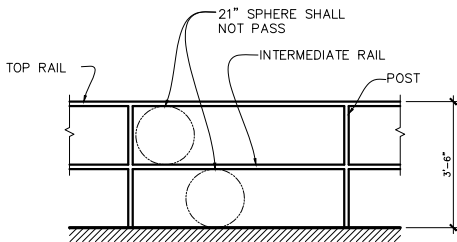
HEADROOM REQUIREMENTS



TREADS AND RISERS



TYPE "A"



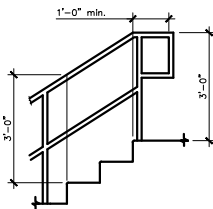
TYPE "B"

FOR USE ONLY IN THE FOLLOWING LOCATIONS:

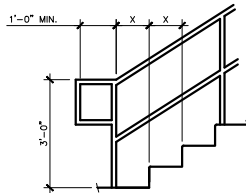
1. AT ELEVATED WALKING SURFACES FOR ACCESS TO ELECTRICAL, MECHANICAL, PLUMBING SYSTEMS AND EQUIPMENT.
2. IN OCCUPANCIES IN GROUP I-3, F, H, S.

NOTES:

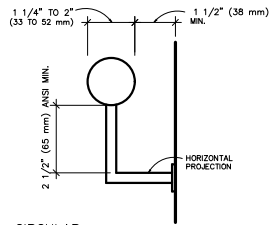
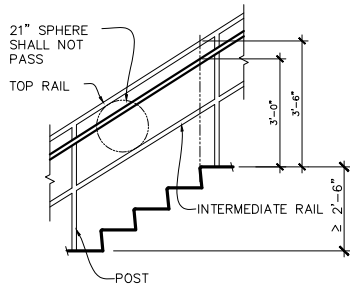
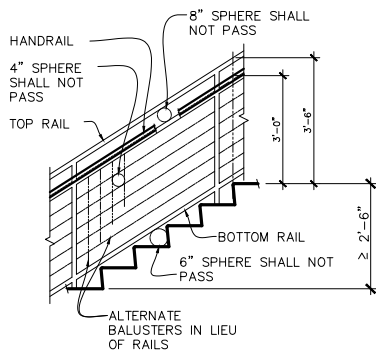
1. GUARDRAILS SHALL BE PROVIDED ALONG ALL OPEN SIDED WALKING SURFACES, MEZZANINES, EQUIPMENT, PLATFORMS, STAIRS, RAMPS AND LANDINGS WHICH ARE LOCATED MORE THAN 30 INCHES FROM THE FLOOR OR GRADE BELOW.
2. STRUCTURAL DESIGN OF GUARDRAILS SHALL COMPLY WITH WECBC 1607.7.1.
3. HANDRAIL AND GUARDRAIL SURFACES SHALL BE FREE OF SHARP EDGES AND HAVE 1/8" RADIUS MIN.



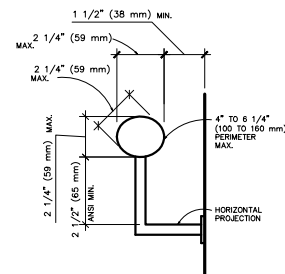
TOP HANDRAIL EXTENSIONS AT STAIRS



BOTTOM HANDRAIL EXTENSIONS AT STAIRS

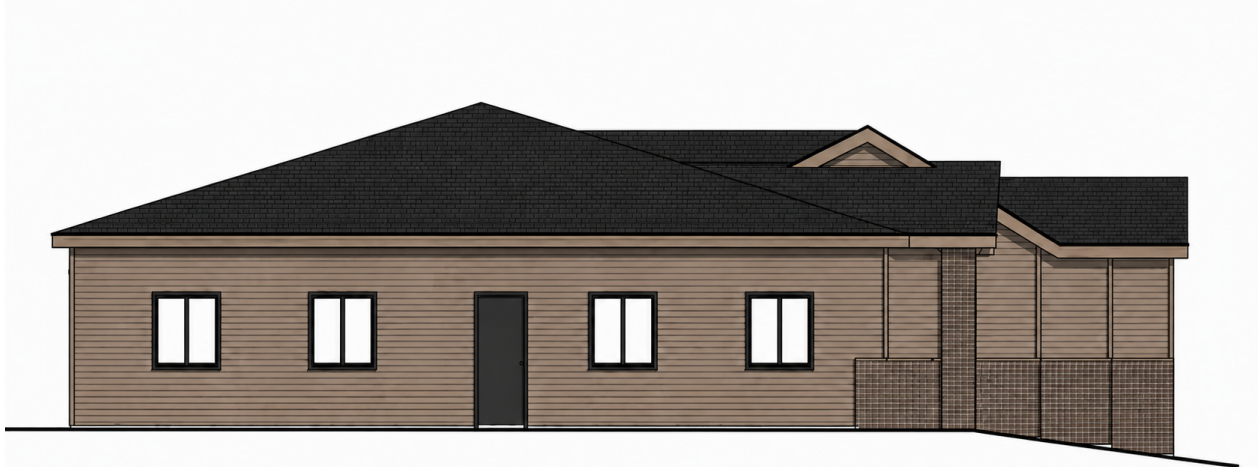


CIRCULAR



NON-CIRCULAR

REVISIONS



EAST ELEVATION



WEST ELEVATION



 NORTH ELEVATION



 SOUTH ELEVATION

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use Permit with exceptions by Haran, LLC to operate a convenience store and gas station located at 2235 North Ave. UC Zone

REPORT PREPARED BY: Ellise Rose, Zoning Administrator

REPORT DATE: August 3, 2026

MEETING DATE: August 11, 2026

FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

Haran, LLC is proposing to operate a convenience store and gas station located at 2235 North Ave. The applicant states the following:

- The property was previously operated as a convenience store with retail gasoline sales. The business has been closed for more than one year; under City ordinance the prior use is considered discontinued, requiring re-establishment of the conditional use.
- Haran LLC, the owner of the property, proposes to reopen and operate the site for its original and intended purpose: an indoor retail convenience store with associated outdoor motor fuel dispensing.
- The site was selected because it is an existing, purpose-built convenience/fuel facility already improved with fuel infrastructure, canopy, and parking – reactivating it restores a previously established neighborhood service use with no change in character.
- Services/products provided include retail sales of gasoline and diesel motor fuel; packaged convenience goods including beverages, snacks, grocery staples, tobacco, and beer/wine, lottery, and related sundries.
- There will be no residents, 8-10 employees, and approximately 125 estimated daily customers.
- Building floor area is approximately 5,507 sq ft (sales floor approx. 3,900 sq ft). Landscape area is approximately 3,000 sq ft (0.07 acres, est.). Parking area is approximately 20 off-street stalls. The total parcel is approximately 30,900 sq ft (0.71 acres)

- No new structures are proposed. Existing improvements including the 5,507 sq ft building, fuel canopy with four (4) dispensers, paved drives and parking, existing ingress/egress, sidewalks, drainage, and lighting remain.
- Work is limited to cosmetic interior refresh, equipment modernization, and signage re-facing to Sunoco brand imaging.
- No changes to traffic patterns, curb cuts, or site circulation.
- The existing building's orientation, footprint, and materials are unchanged. Exterior updates are limited to re-facing the fuel canopy and signage with Sunoco brand imaging and repainting. The design remains consistent with the surrounding commercial corridor.
- Access is via the existing curb cut(s) on street(s); no new access points are proposed. The approximate 20 existing off-street stalls meet or exceed ordinance requirements for the use and prior operation.
- The existing pylon/monument sign will be re-faced with Sunoco brand imaging, and building wall signage updated to match. All signage to comply with City sign regulations.
- Reopening anticipated within 30-45 days of approval.
- Estimated project value: approximately \$200,000.
- The surrounding area is mostly commercial, including nearby quick-service restaurants such as McDonald's and Papa John's. A convenience store and fuel station is a compatible, previously established use in this setting and served the neighborhood for years prior to closure.
- Hours of operation: 5:00AM-10:00PM daily.
- The reopened operation will manage parking on-site, maintain lighting directed downward to avoid off-site spillover, control litter and refuse via an enclosed dumpster/refuse enclosure, and operate consistent with the prior use – introducing no new noise, odor, or nuisance beyond what the site historically generated.
- No exceptions/variances anticipated – the site is an existing, conforming convenience/fuel facility with established setbacks, parking, and landscaping.
- The use restores an existing commercial service use on a site already designed and improved for it, supporting the Comprehensive Master Plan's goals of maintaining viable neighborhood commercial services and productive reuse of existing developed sites without new land disturbance.
- No substantial or undue adverse impact is anticipated. The use, traffic, and parking demand match the site's long-standing prior operation. No expansion of footprint, access, or intensity is proposed.
- The convenience/fuel use is consistent with the established commercial character of the corridor and with the property's own prior and intended use.
- The site is fully served by existing municipal water, sewer, electric, and road infrastructure from its prior operation. No new or expanded public services are required.

STAFF COMMENTS:

This location was previously used as a gas station without issue. Reuse of this convenience store and fueling station is a good way to keep this prominent intersection in the city activated.

ACTION REQUESTED:

Staff recommends approval of the conditional use permit subject to the following conditions:

1. 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, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, 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.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
7. Applicant shall obtain the necessary sign permits prior to installation.

ATTACHMENTS:

Conditional Use Permit Application and Attachments



CITY OF SHEBOYGAN

APPLICATION FOR
CONDITIONAL USE

Fee: \$250.00

Review Date: _____

Zoning: _____

Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information

Applicant Name (Ind., Org. or Entity) Haran, LLC	Authorized Representative Samuel Isaacson	Title CEO	
Mailing Address 2850 Quarry Lake Drive	City Baltimore	State MD	ZIP Code 21209
Email Address [REDACTED]	Phone Number (incl. area code) [REDACTED]		

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Applicant Name (Ind., Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)		

SECTION 3: Project or Site Location

Project Address/Description 2235 North Avenue, Sheboygan, WI 53083 - existing convenience store & gas station	Parcel No. 59281-630090
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SECTION 4: Proposed Conditional Use

Name of Proposed/Existing Business:	Sunoco - convenience store & gas station
Existing Zoning:	BB2
Present Use of Parcel:	Vacant - former convenience store & gas station (closed over 1 year)
Proposed Use of Parcel:	Convenience store with retail motor fuel (gasoline) station
Present Use of Adjacent Properties:	Retail/ Mercantile uses

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) Samuel Isaacso..	Title CEO	Phone Number [REDACTED]
Signature of Applicant <i>Samuel J Isaacson</i>		Date Signed 7/16/2026

Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

Conditional Use Permit — Written Explanation

City of Sheboygan · Application for Conditional Use

A. Name of Project / Development

Reopening of HARAN LLC d/b/a Sunoco — a convenience store and retail motor fuel station at 2235 North Avenue, Sheboygan, WI 53083 (Parcel No. 59281-630090).

B. Summary of the Conditional Use and General Operation

Description of existing use. The property was previously operated as a convenience store with retail gasoline sales. The business has been closed for more than one year; under City ordinance the prior use is considered discontinued, requiring re-establishment of the conditional use.

Description of proposed use / site selection. Haran LLC, the owner of the property, proposes to reopen and operate the site for its original and intended purpose: an indoor retail convenience store with associated outdoor motor fuel dispensing. The site was selected because it is an existing, purpose-built convenience/fuel facility already improved with fuel infrastructure, canopy, and parking — reactivating it restores a previously established neighborhood service use with no change in character.

Services / products provided. Retail sale of gasoline and diesel motor fuel; packaged convenience goods including beverages, snacks, grocery staples, tobacco, and beer/wine, lottery, and related sundries.

Projected residents / employees / customers. Residents: none (commercial use). Employees: 8 to 10 total. Estimated daily customers: approximately 125.

Dwelling units / floor area / landscape area / parking. Dwelling units: none. Building floor area: approximately 5,507 sq ft (sales floor approx. 3,900 sq ft). Landscape area: approximately 3,000 sq ft (0.07 acres, est.). Parking area: approximately 20 off-street stalls. Total parcel: approximately 30,900 sq ft (0.71 acres).

Proposed building and site improvements. No new structures are proposed. Existing improvements — the 5,507 sq ft store building, fuel canopy with four (4) dispensers, paved drives and parking, existing ingress/egress, sidewalks, drainage, and lighting — remain. Work is limited to cosmetic interior refresh, equipment modernization, and signage re-

facing to Sunoco brand imaging. No changes to traffic patterns, curb cuts, or site circulation.

Building orientation, design, materials, color. The existing building's orientation, footprint, and materials are unchanged. Exterior updates are limited to re-facing the fuel canopy and signage with Sunoco brand imaging and repainting. The design remains consistent with the surrounding commercial corridor.

Interior / exterior renovations. Cosmetic refresh and equipment modernization only: new coolers, shelving, and POS (interior); canopy and dispenser updates and signage re-facing (exterior).

Access and off-street parking. Access is via the existing curb cut(s) on [street(s)]; no new access points are proposed. The approximate 20 existing off-street stalls meet or exceed ordinance requirements for the use and prior operation.

Proposed signage. The existing pylon/monument sign will be re-faced with Sunoco brand imaging, and building wall signage updated to match. All signage to comply with City sign regulations.

Project timeline and estimated value. Reopening anticipated within 30–45 days of approval. Estimated project value: approximately \$200,000.

Compatibility with adjacent properties. The surrounding area is mostly commercial, including nearby quick-service restaurants such as McDonald's and Papa John's. A convenience store and fuel station is a compatible, previously established use in this setting and served the neighborhood for years prior to closure.

Nuisance mitigation. Hours of operation: 5:00 AM–10:00 PM daily. The reopened operation will manage parking on-site, maintain lighting directed downward to avoid off-site spillover, control litter and refuse via an enclosed dumpster/refuse enclosure, and operate consistent with the prior use — introducing no new noise, odor, or nuisance beyond what the site historically generated.

C. Exceptions / Variances Requested

None anticipated — the site is an existing, conforming convenience/fuel facility with established setbacks, parking, and landscaping. Confirm no setback/parking/landscaping variances are needed.

D. Written Justification

a) Harmony with the Comprehensive Master Plan. The use restores an existing commercial service use on a site already designated and improved for it, supporting the

Plan's goals of maintaining viable neighborhood commercial services and productive reuse of existing developed sites without new land disturbance.

b) Adverse impact on nearby property, neighborhood, traffic, parking, public improvements. No substantial or undue adverse impact is anticipated. The use, traffic, and parking demand match the site's long-standing prior operation. No expansion of footprint, access, or intensity is proposed.

c) Consistency of land uses within the setting. The convenience/fuel use is consistent with the established commercial character of the corridor and with the property's own prior and intended use.

d) Adequacy of utilities and public services. The site is fully served by existing municipal water, sewer, electric, and road infrastructure from its prior operation. No new or expanded public services are required.

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use Permit with exceptions by Thomas Stemper to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St. UC Zone

REPORT PREPARED BY: Ellise Rose, Zoning Administrator

REPORT DATE: August 6, 2026

MEETING DATE: August 11, 2026

FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin	N/A
Statutes:	
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

Thomas Stemper is proposing to construct an apartment to the 2nd floor of the commercial facility located at 1530 S 12th St. The applicant states the following:

- Currently this building is commercial.
- Propose converting upper floor to a 1 family apartment.
- The upper unit is 966 sq. Feet.
- Parking lot consisting of 5 parking stalls with a total of 1261 square feet located at back of bldg.
- No change to outside of building.
- The only renovation needed is a shower stall in the bathroom. Many years ago, this was an owner-occupied apartment so kitchen, bathroom, living room, dining room etc. already exists.
- Access to the apartment is by an interior stair on northside of building with the parking lot available in the back of the building.
- No signage.
- The cost of the shower installed is approximately \$3000. This shower would be added as soon as the sale is complete to Thomas Stemper with the hope of renting the apartment soon after. Closing date is August 30, 2026, contingent on this conditional use permit being granted.
- There are residential houses on both sides of the commercial building as well as the back of the building. Therefore, there is no adverse impact on the properties in the neighborhood. Since there is a mix currently of commercial and residential in this area, the use of the area is unchanged by granting this conditional use permit.

- The change in use of property will be adequately served by current utilities.

STAFF COMMENTS:

A commercial apartment is permitted as a conditional use in the Neighborhood Commercial zoning district.

ACTION REQUESTED:

Staff recommends approval of the conditional use permit subject to the following conditions:

1. 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, state, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
3. If using dumpsters, 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.
4. All outdoor storage of materials, products or equipment shall be prohibited.
5. Any fencing/retaining wall shall be installed per Section 105-945 of the City of Sheboygan Zoning Ordinance.
6. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.

ATTACHMENTS:

Conditional Use Permit Application and Attachments

	CITY OF SHEBOYGAN	Fee: \$250.00
	APPLICATION FOR CONDITIONAL USE	Review Date: _____
		Zoning: _____

Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information			
Applicant Name (Ind., Org. or Entity) THOMAS STEMPER		Authorized Representative	
Mailing Address [REDACTED]		City PLYMOUTH	State Wisconsin
		ZIP Code 53073	
Email Address [REDACTED]		Phone Number (incl. area code) [REDACTED]	
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Applicant Name (Ind., Org. or Entity) HERITAGE SQUARE REAL ESTATE		Contact Person GERALD VAN DE KREEKE, JR.	
Mailing Address [REDACTED]		City SHEBOYGAN	State WI
		ZIP Code 53081	
Email Address [REDACTED]		Phone Number (incl. area code) [REDACTED]	
SECTION 3: Project or Site Location			
Project Address/Description 1530 S. 12TH STREET, SHEBOYGAN, WI 53081		Parcel No. 59281403540	
SECTION 4: Proposed Conditional Use			
Name of Proposed/Existing Business:	THOMAS STEMPER/VAN DE KREEKE & ASSOCIATES ACCOUNTING		
Existing Zoning:	COMMERCIAL		
Present Use of Parcel:	COMMERCIAL		
Proposed Use of Parcel:	CONVERT UPPER LEVEL OF BUILDING TO RESIDENTIAL		
Present Use of Adjacent Properties:	RESIDENTIAL		
SECTION 5: Certification and Permission			
Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.			
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.			
Name of Owner/Authorized Representative (please print) SHARON VAN DE KREEKE		Title	Phone Number [REDACTED]
Signature of Applicant Thomas J. Stenger		Date Signed July 10, 2026	

Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

Purchase of Building (1530 S 12th St) by Thomas Stemper from Heritage Square Real Estate LLC

Propose converting 2nd floor to residential

- Currently this building is commercial
- Propose converting upper floor to a 1 family apartment
- 1 family apartment
- The upper unit is 966 sq. feet.
- Parking lot consisting of 5 parking stalls with a total of 1261 square feet located at back of bldg.
- No change to outside of building
- The only renovation needed is a shower stall in the bathroom. Many years ago this was an owner occupied apartment so kitchen, bathroom, living room, dining room etc. already exists.
- Access to the apartment is by an interior stairs on northside of building with the parking lot available in the back of the building.
- No signage
- The cost of the shower installed is approximately \$3000. This shower would be added as soon as the sale is complete to Thomas Stemper with the hope of renting the apartment soon after. Closing date is August 30, 2026 contingent on this conditional use permit being granted.
- There are residential houses on both sides of the commercial building as well as the back of the building. Therefore, there is no adverse impact on the properties in the neighborhood. Since there is a mix currently of commercial and residential in this area, the use of the area is unchanged by granting this conditional use permit.
- The change in use of property will be adequately served by current utilities.