



# **CITY PLAN COMMISSION AGENDA**

**February 14, 2023 at 4:00 PM**

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

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Persons with disabilities who need accommodations to attend this meeting should contact the Department of City Development, (920) 459-3377.

## **OPENING OF MEETING**

1. Roll Call
2. Pledge of Allegiance
3. Identify potential conflict of interest

## **MINUTES**

- [4.](#) Approval of the Plan Commission minutes from January 24, 2023.

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- [5.](#) Application for Conditional Use by Nick Brock to convert the commercial building into a single-family residence at 2516 Calumet Drive.
- [6.](#) Application for Conditional Use with exceptions by Alfredo Venegas to operate Vene's Pancake House at 1630 Michigan Avenue.
- [7.](#) Application for Conditional Use with exceptions by Zach Fitzgerald to construct a new dwelling unit in the commercial building located at 834 N. Water Street.

## **NEXT MEETING**

8. February 28, 2023

## **ADJOURN**

9. 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, January 24, 2023**

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**OPENING OF MEETING**

**MEMBERS PRESENT:** Mayor Sorenson, Alderperson Mitchell, Ryan Sazama and Marilyn Montemayor

**EXCUSED:** David Hoffman, Jerry Jones and Kimberly Meller

**STAFF/OFFICIALS PRESENT:** Planning & Development Director Chad Pelishek and Manager of Planning & Zoning Steve Sokolowski

**OPENING OF MEETING**

1. Roll Call

Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance is recited.

3. Identify potential conflict of interest

No committee member had a conflict of interest.

**MINUTES**

4. Approval of the Plan Commission minutes from January 10, 2023.

Motion by Marilyn Montemayor, second by Alderperson Mitchell to approve. Motion carried.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Application for Conditional Use with exceptions by Jason Peterson for installation of concrete slab for parking and the potential future construction of a new accessory building at 2115 N. 18<sup>th</sup> Street.

Motion by Ryan Sazama, second by Marilyn Montemayor to approve with the following conditions:

1. Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to demolition, building, plumbing, electrical, HVAC, fire, hazardous materials, health, water, sewer, storm drainage, demolition, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The applicant shall submit a stormwater plan to the City Engineering Department for the paving that has already been installed by March 3, 2023. An approved storm drainage plan is required prior to building permit issuance (for existing paving and for any future structures and/or site improvements).
3. Applicant shall meet the minimum building and paving setback of five (5) feet to all property lines. Applicant shall remove the existing concrete encroaching within the five (5) foot setback areas prior to building permit issuance for a new structure or by June 2, 2023 whichever occurs first.
4. 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 Slatted (PDS) material in order to effectively screen and enclose the dumpster.

5. Outdoor storage of materials, products or equipment shall be prohibited. Applicant shall remove outdoor piles of miscellaneous debris and materials located on the north, south and east sides of the building by March 3, 2023.
6. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
7. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets.
8. 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.
9. Applicant shall remove temporary Fortress Floors banner located on the front of the building facing N. 18<sup>th</sup> Street by March 3, 2023.
10. Proposed and future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs).
11. Applicant shall remove the old weathered sign structure with rusted poles in the front of the building along N. 18<sup>th</sup> Street by March 3, 2023.
12. All areas used for parking/maneuvering of vehicles shall be paved. Applicant shall pave and landscape the all gravel areas on property by June 30, 2023. Applicant will obtain all required permits/approvals prior to constructing the parking lot including but not limited to building permit, site plan, storm water, etc.
13. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
14. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
15. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
16. Prior to issuance of a building permit for any new structure and/or exterior remodeling, the applicant shall submit plans to the City Architectural Review Board for review and approval.
17. Any future/additional uses of the facility/property such as additional tenants, additions, site improvements, etc. may require conditional use permit, architectural review, occupancy permit, etc.
18. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use and/or architectural review applications reflecting those amendments.

Exceptions:

- To have a five (5) foot building/paving setback to the north property line
- To have a five (5) foot building/paving setback to the east property line
- From the locational landscaping requirements

Motion carried

6. Gen. Ord. No. 17-22-23 by Alderperson Filicky-Peneski amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Use District Classification for property located off of N. 15<sup>th</sup> Street and Martin Avenue – Parcel #59281718350, Parcel #59281712950 and Parcel #59281712930 from Class Neighborhood Preservation to Multi-Family Residential.

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

7. R. O. No. 95-22-23 by City Clerk submitting an application from City of Sheboygan for a change in zoning classification for property off of N. 15<sup>th</sup> Street and Martin Avenue (former Jakum Hall Parcel No. 59281718350, 59281712950 and 59281712930) from Class Urban Commercial (UC) to Class Urban Residential (UR-12).

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

8. Gen. Ord. No. 18-22-23 by Alderperson Filicky-Peneski amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located off of N. 15<sup>th</sup> Street and Martin Avenue – Parcel #59281718350, Parcel #59281712950 and Parcel #59281712930 from Class Urban Commercial (UC) to Urban Residential (UR-12) Classification.

Motion by Ryan Sazama, second by Alderperson Mitchell to recommend approval. Motion carried.

#### **NEXT MEETING**

9. February 14, 2023

#### **ADJOURN**

10. Motion to Adjourn

Motion by Marilyn Montemayor, second by Alderperson Mitchell to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4:16 p.m.



## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Conditional Use application by Nick Brock to convert the commercial building into a single-family residence at 2516 Calumet Drive. UC Zone

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**REPORT PREPARED BY:** Steve Sokolowski, Manager of Planning and Zoning

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**REPORT DATE:** February 10, 2023

**MEETING DATE:** February 14, 2023

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**FISCAL SUMMARY:**

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

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**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

Nick Brock is proposing to convert the commercial building into a single-family dwelling at 2516 Calumet Drive. The applicant states:

- Owner intends to lease the single-family dwelling.
- The lot has a driveway and paving area for off-street parking.
- This conversion will give the owner the opportunity to earn income.
- The home was previously used as a commercial 1<sup>st</sup> floor use and an apartment 2<sup>nd</sup> floor use. Most recently the property was being used as a 2-family dwelling.

**STAFF COMMENTS:**

In 2019, the previous owner obtained a conditional use permit to operate a real estate business on the 1<sup>st</sup> floor and an apartment on the 2<sup>nd</sup> floor. The owner stated:

- The commercial space in the building is presently vacant and Avenue Real Estate will fill this vacant space. The previous use of the property was the Wedding Shoppe.
- They purchased this property with the intent to operate out of the main level and rent out the upper level for a business or for a residential suite.

It appears that Avenue Real Estate never opened their real estate office from the property.

The applicant indicated that the building was being used as a two-family when they purchased it and Mr. Brock purchased the property in order to rent it as a two-family dwelling. However, the Urban Commercial (UC) zone does not permit a 2-family dwelling. The UC zone conditionally permits a 1<sup>st</sup> floor commercial use with an apartment or a single-family dwelling.

Staff spoke to Mr. Brock about potentially rezoning the property to a designation that permits a 2-family dwelling or applying for a conditional use in the UC zone which permits the building to be used as a single-family dwelling. After considering these options, the owner decided to submit a conditional use permit to convert the commercial building into a single-family dwelling.

The applicant needs to be aware that they will need to meet all current single-family dwelling codes prior to receiving permission to use/occupy this property as single-family dwelling.

The applicant needs to be aware that once the building is converted to a single-family dwelling, any proposal to convert the building back to a commercial building will require land use approvals from the Plan Commission and will now need to meet all current commercial building and mechanical codes which may require significant upgrades to the building.

There are several signs located on the property and building (pylon, directional and wall). Since this property is being converted into a single-family dwelling, all previous business signage shall be removed (free standing pylon and directional signs adjacent to Calumet Drive and the wall sign located on the north building elevation shall be removed.

If damaged or needing improvement, the area under the wall sign to be removed shall be constructed using a design to match the existing building (northeast corner of the building visible to Calumet Dr). Applicant shall install siding to match the existing siding in terms of design, color, materials, width, etc.


#### **ACTION REQUESTED:**

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

1. Prior to 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, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements. The conversion, inspections and occupancy for the single-family dwelling shall be completed by March 31, 2023.
2. Outdoor storage of materials, products or equipment shall be prohibited.
3. 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.
4. Applicant shall completely remove the old pylon and parking lot directional signs at the northeast corner of the property adjacent to the driveway by March 31, 2023.
5. Applicant shall remove the wall sign at the northeast corner of the building (north elevation). Applicant shall install siding to match the existing siding in terms of design, color, materials, width, etc. by March 31, 2023.
6. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses may require conditional use permits, building/mechanical permits, occupancy permits, etc.).
7. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments

#### **ATTACHMENTS:**

Conditional Use and required attachments

	<b>CITY OF SHEBOYGAN</b>  <b>APPLICATION FOR CONDITIONAL USE</b>	<b>Fee:</b> \$250.00	<div style="border: 1px solid black; padding: 2px; text-align: center;">Item 5.</div>
		<b>Review Date:</b> 2/14/23 <i>Zoning</i>	

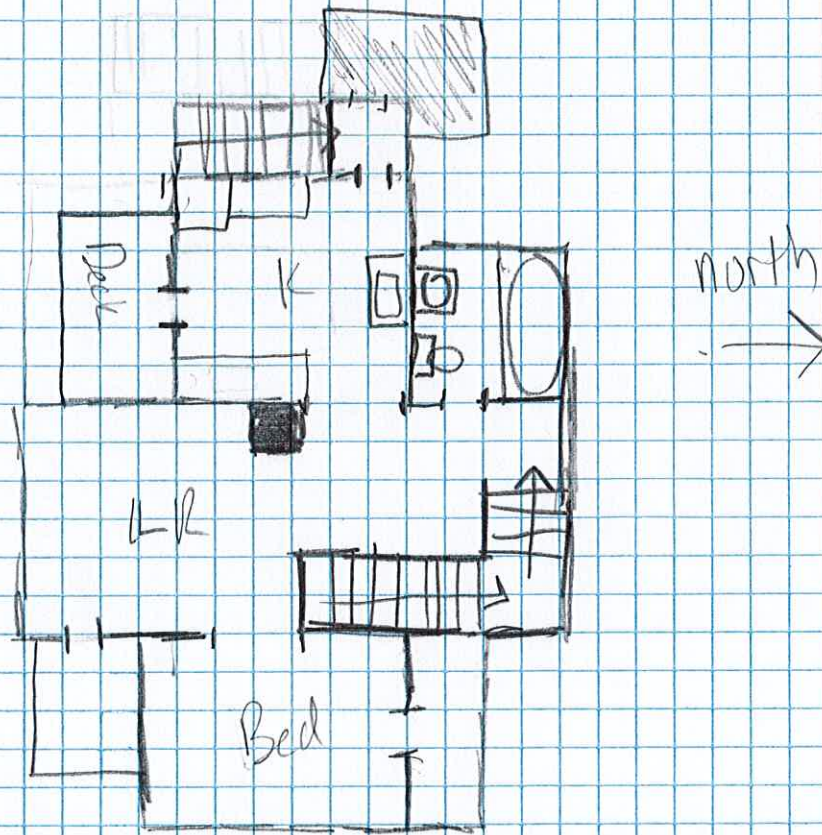
Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information			
Applicant Name (Ind., Org. or Entity) KBP Properties		Authorized Representative Nick Brock	
Title Owner			
Mailing Address 2516 Calumet Ave	City Sheboygan	State WI	ZIP Code 53081
Email Address KBPPropertymanr@gmail.com		Phone Number (incl. area code) 262-202-5398	
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 4336 S 15th Street	City	State	ZIP Code
Email Address		Phone Number (incl. area code)	
SECTION 3: Project or Site Location			
Project Address/Description 2516 Calumet Ave		Parcel No.	
SECTION 4: Proposed Conditional Use			
Name of Proposed/Existing Business:			
Existing Zoning:		Commercial	
Present Use of Parcel:			
Proposed Use of Parcel:		Single family	
Present Use of Adjacent Properties:		Commercial	
SECTION 5: Certification and Permission			
<b>Certification:</b> 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.			
<b>Permission:</b> 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) Nick Brock		Title Owner	Phone Number 262-202-5398
Signature of Applicant <i>Nick Brock</i>		Date Signed 10/25/22	

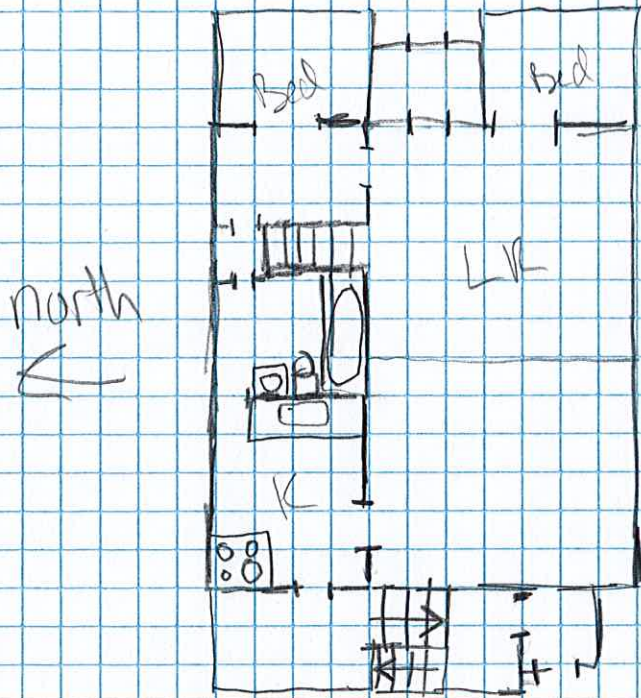
Complete application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications 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.



# Second Floor 2516 Calumet Ave







first floor  
2516 Calumet Dr.



Address: 2516 Calumet Dr Sheboygan, Wisconsin 53083 Taxed by: Sheboygan

MLS Item 5.



Property Type: Two-Family  
Status: Active  
Tax Key: 59281602490  
County: Sheboygan

List Price: \$119,900  
Taxes: \$2,689  
Tax Year: 2021  
Est. Acreage: 0.2

Garage Spaces: 0  
Garage Type: None  
Flood Plain: No  
Occ. Permit Required:

Est. Year Built: 1916  
Est. Total Sq. Ft.: 1,605  
Zoning: Commercial

School District: [Sheboygan Area](#)  
High School:  
Middle School:  
Elem. School:

Subdivision:  
Subd. Dues/Yr.: \$  
Body of Water:  
Days On Market: 5

Directions:

Unit Details						Unit 1 Rooms			Unit 2 Rooms		
	Unit 1	Unit 2		Unit 1	Unit 2	Name & Level	Length	Width	Name & Level	Length	Width
# Rooms:	4	3	Elec:			Living/Great Room Level:	10	10	Living/Great Room Level:	10	10
BR:	2	1	Rent:			Main			Upper		
Baths:	1 / 0	1 / 0	Sec Dep:			Kitchen Level: Main	10	10	Kitchen Level: Upper	10	10
Sq Ft:			Occ:			Master Bedroom Level: Main	11	11	Master Bedroom Level: Upper	11	11
Heat:			Exp Dt:			2nd Bedroom Level: Upper	11	11			

Type: Duplex/2 Story  
Exterior: Vinyl  
Garage/Parking: None  
Basement: Full

Bath Unit #1: Shower Over Tub  
Bath Unit #2: Shower Over Tub  
Heat Type #1: Natural Gas; Forced Air  
Heat Type #2: Natural Gas; Forced Air

Water/Waste: Municipal Water; Municipal Sewer

Tax Includes: Trash Collection

Municipality: City

Owner Pays: Electricity; Water; Heat

Tenant Pays: None

# of Meters: Gas 1

Appliances #1: Oven; Refrigerator

Appliances #2: Oven; Refrigerator

Misc #1: Circuit Breakers; Cable TV Available; Central Air; Smoke Detector;  
Natural Woodwork; Pantry; None/Other

Misc #2: Circuit Breakers; Cable TV Available; Smoke Detector; Pantry;  
None/Other

Documents on File: Listing Contract; Seller Condition

Occupancy: See Listing Broker

Remarks: LOCATION LOCATION! Walking distance to any amenities plus and or great visibility for a business too! Work on main and live upstairs or cash flow this in your portfolio today! Two Family and or commercial property boasting with options for a variety of buyers! This can be a residential rental on upper level with newly remodeled kitchen and 1 bdrm with walk in closet, hardwood floors and dual access with enclosed stairs + parking! The main level has 2 bedrooms and/or offices, living room or open working area, full kitchen, large walk in pantry/storage space and access to full lower level for additional storage. 7+ parking spaces in total. Green space for all to enjoy! The current rents currently are MTM - 550 on upper and 750 on main level, both occupied.

Private Remarks: Owners of property are licensed brokers and realtors in State of WI.

Exclusions: Tenant/Seller personal property.

Sub Agent Comm: 2 %

Excl. Agency Contract: N

Broker Owned: N

Electronic Consent: No

Buyer Agent Comm: 2 %

Var. Comm.: N

Listing Date: 03/22/2022

Limited/Unserviced: No

Named Prospects: N

Listing Office: Avenue Real Estate LLC: 625024

Listing Agent: Katy Cain - Realtor/Auctioneer/Broker :  
23544

LA Address: 410 S Milwaukee St  
Plymouth, WI 53073

Ph: 920-893-3001

Ph: 920-980-9302 Cell: 920-980-9302

LO License #: 937675-91

Fax: 888-690-6696

Fax: 888-690-6696

LA License #: 56461-90

URL:

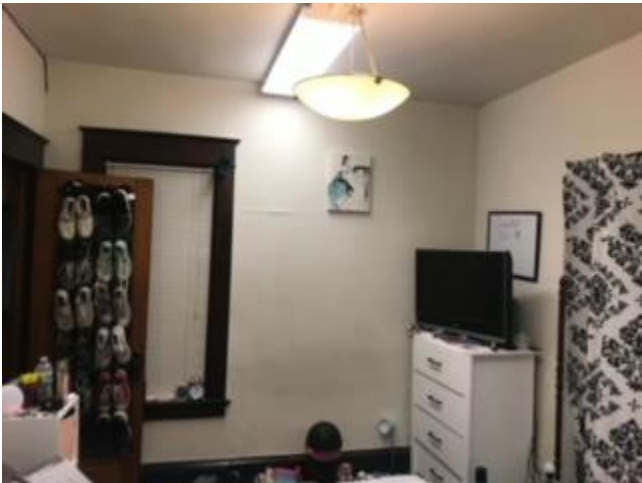
Email: [Katy@AvenueRET.com](mailto:Katy@AvenueRET.com)

The information contained herein is provided for general information purposes only. If any of the above information is material or being utilized to determine whether to purchase the property, the buyer should personally verify same or have it confirmed by a qualified expert. The information to independently verify and confirm includes but is not limited to total square footage formula, total square footage / acreage figures, land, building or room dimensions and all other measurements of any sort or type. Equal housing opportunity listing.

Copyright 2022 by Multiple Listing Service, Inc. See [copyright notice](#).  
Prepared by Daniel Menzer on Saturday, March 26, 2022 1:46 PM.



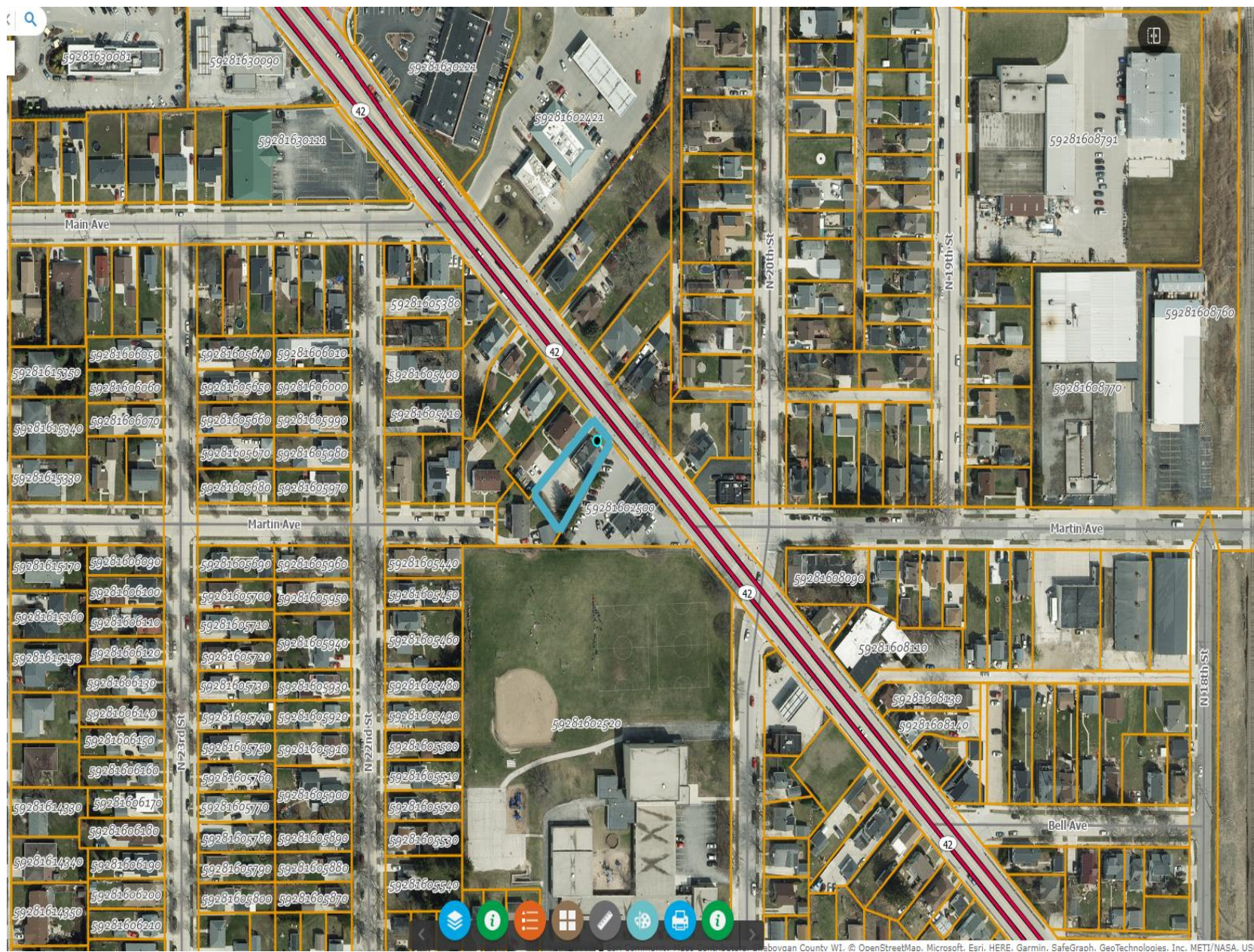




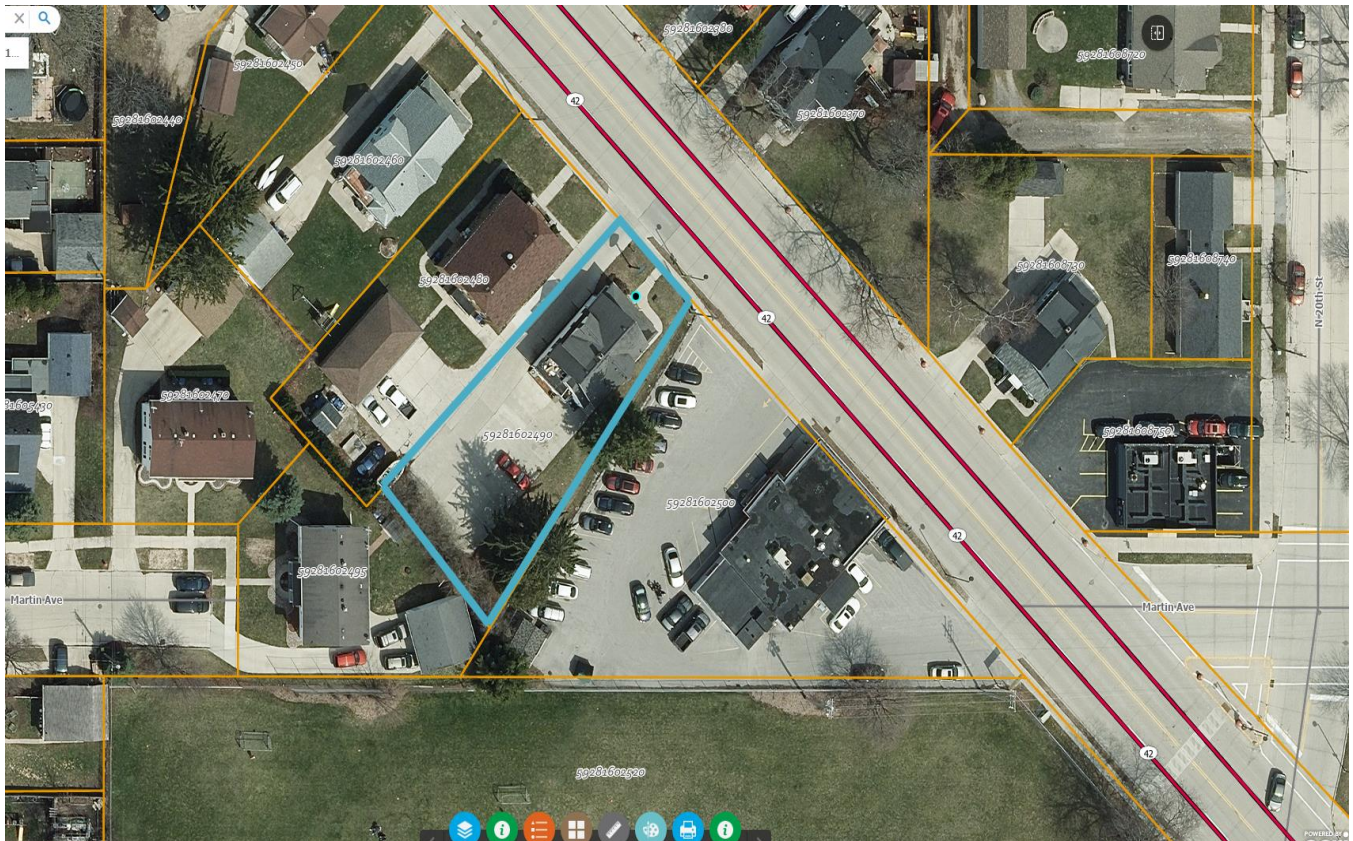




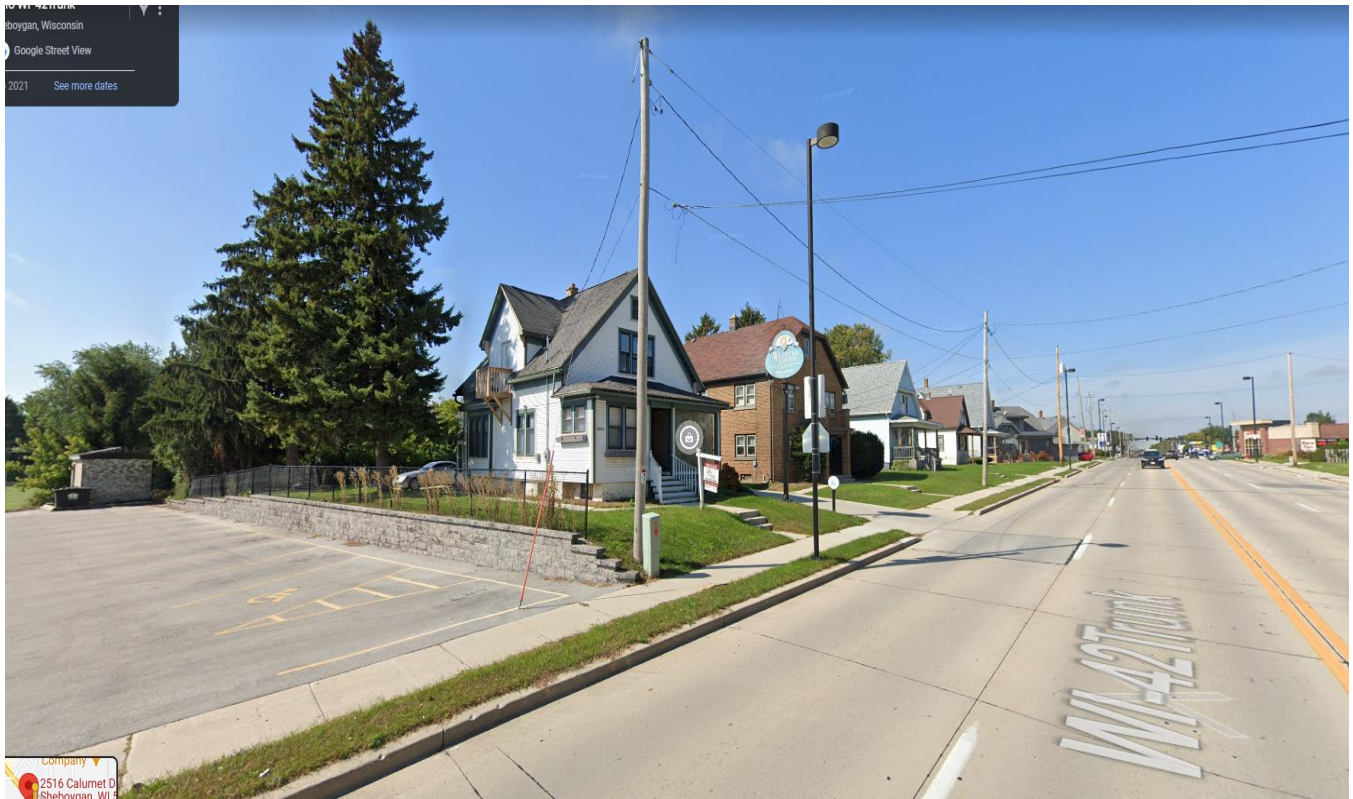


















## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use with exceptions by Alfredo Venegas to operate Vene's Pancake House at 1630 Michigan Avenue. NC Zone.

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**REPORT PREPARED BY:** Steve Sokolowski, Manager of Planning and Zoning

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**REPORT DATE:** February 10, 2023

**MEETING DATE:** February 14, 2023

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**FISCAL SUMMARY:**

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

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**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

Alfredo Venegas is proposing to operate Vene's Pancake House at 1630 Michigan Avenue. The applicant states:

- Vene's Pancake House will be a sit down café/restaurant which will serve a full breakfast and lunch menu. The menu includes a selection of:
  - Pancakes, French Toast, Waffles and Crepes
  - Eggs, Omelets, Skillets and other various specialty breakfast
  - Burgers, Melts, Wraps, Sandwiches, Gyros
  - Salads and Appetizers
  - Shakes, Malts and Sundaes
- In the front near the entrance will be customer seating for approximately 25 people.
- The back of the house is where the kitchen, preparation and storage will occur (freezer, refrigerator, cooler, ovens, deep fryers, prep and wash stations, etc.).
- Included in the floor plan is a service counter and a bathroom that can be utilized by both guests and employees.
- Currently, there will be minor interior remodeling and no exterior renovations.
- Vene's Pancake House plans to have approximately five (5) employees and plans to be open seven (7) days a week with hours ranging from 6am to 3pm.
- There is off-street parking for approximately six (6) vehicles.



- This location is presently vacant. The previous business that operated from this site was Tejanos To Go which only had to go service.

### **STAFF COMMENTS:**

The applicant will need to work with the Sheboygan County Health Department and the Building Inspection Department regarding required permits and occupancy.

The applicant mentions possible signage within the front window but no formal sign package has been submitted. Applicant shall work with staff with regards to constructing well-designed signage for the site that utilizes colors and materials similar to the building.

Vene's is a nice way of filling this vacant Michigan Avenue commercial tenant space.

### **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, food, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall obtain the necessary liquor license in order to serve alcohol. Applicant may serve alcohol if and only if all required liquor licenses are obtained.
3. Dumpsters and/or grease receptacles 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 the dumpster. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.
4. Outdoor storage of materials, products or equipment shall be prohibited.
5. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
6. 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.
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.
8. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).
9. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation.
10. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

### **ATTACHMENTS:**

Conditional Use and required attachments



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

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

<b>SECTION 1: Applicant/ Permittee Information</b>				
Applicant Name (Ind., Org. or Entity)		Authorized Representative		Title
Alfredo Venegas		same		owner
Mailing Address		City	State	ZIP Code
2511 main Ave		Sheboygan	WI	53083
Email Address		Phone Number (incl. area code)		
bono-uth@yahoo.com		920 254 1023		
<b>SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)</b>				
Applicant Name (Ind., Org. or Entity)		Contact Person		Title
Justin Jelenc		Justin Jelenc		owner of building
Mailing Address		City	State	ZIP Code
Email Address		Phone Number (incl. area code)		
justinjelenc@gmail.com		920 207 5859		
<b>SECTION 3: Project or Site Location</b>				
Project Address/Description			Parcel No.	
1630 Michigan Ave				
<b>SECTION 4: Proposed Conditional Use</b>				
Name of Proposed/Existing Business:		Tejanos to Go		
Existing Zoning:		Neighborhood commercial		
Present Use of Parcel:		unoccupied building		
Proposed Use of Parcel:		cafe/restaurant		
Present Use of Adjacent Properties:				
<b>SECTION 5: Certification and Permission</b>				
<p><b>Certification:</b> 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.</p>				
<p><b>Permission:</b> 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.</p>				
Name of Owner/Authorized Representative (please print)		Title	Phone Number	
Alfredo Venegas		owner	920 254 1023	
Signature of Applicant		Date Signed		
Alfredo Venegas		1-13-2023		

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 WRITTEN EXPLANATION

- A. VENE'S PANCAKE HOUSE (CAFÉ/ RESTAURANT)
- B. EXISTING USE-

LOCATION IS CURRENTLY EMPTY.

PREVIOUS OPERATING BUSINESS IN BUILDING WAS TEJANOS TO GO, THAT BUSINESS CLOSED A FEW MONTHS AGO. THEY ONLY HAD TO GO SERVICE.

I AM MAKING THE ESTABLISHMENT A SIT IN CAFÉ.

- C. FULL BREAKFAST AND LUNCH MENU, HOURS BEING 6AM-3PM, 7 DAYS A WEEK
- D. APPROXIMATELY 5 EMPLOYEES INCLUDING COOK, FOOD PREPARER, CASHIER AND WAITRESSES

CAPACITY OF 25 PEOPLE FOR DINING IN CAFÉ

- E. INTERIOR BUILDING IS ALL SET TO OPERATE, THERE IS NOT GOING TO BE ANY INTERIOR OR EXTERIOR ALTERATIONS OR RENOVATIONS.
- F. THERE IS OFF-SITE PARKING AVAILABLE FOR 6 CARS
- G. THE PROPOSED SIGN IS ATTACHED, IT WILL BE HUNG INSIDE CAFÉ WITH FULL EXPOSURE IN LARGE PICTURE WINDOW.
- H. BUSINESS WILL NOT BECOME A NUISANCE SINCE OUR HOURS OF OPERATION ARE EARLY AND WE CLOSE EARLY. WE WILL NOT DISTURB NEIGHBORS. THERE IS A BAR (WHATS UP) ACROSS THE STREET FROM THIS BUILDING.

The only change that we are making is that we will be having the café be sit in place as well as to go, whereas before it was only a to go place.

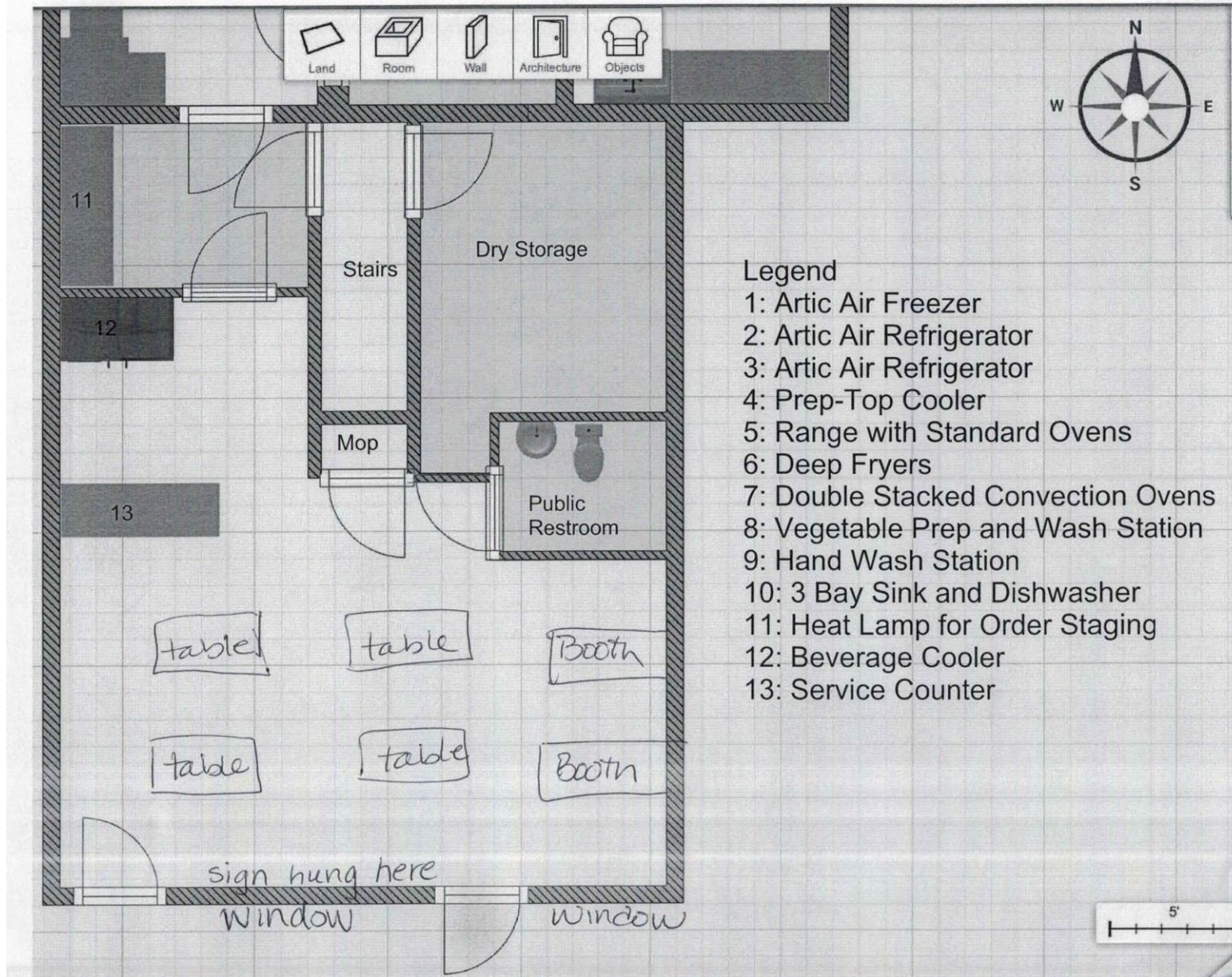
We have already spoken to the health inspector, and he told us that a requirement needed is a single hand washing sink. That sink will be installed (SEE LAYOUT, sink will be installed in area of #12)

We will be putting 4 rectangular tables along with 2 booths, as shown in floor plan.

Conditional use is in harmony with the purposes and goals of the City of Sheboygan, because we will be operating a business in an empty building, which will generate more business in the city.

The building is in a Neighborhood Commercial zone, therefore I don't believe that there will be any problems or issues with the surrounding neighbors/ neighborhood.







## SANDWICHES

<b>French Dip</b>	\$10.00
Tender slices of roast beef on French bread, served with au jus	
<b>Monte Cristo</b>	\$10.00
Our egg-rich French toast topped with ham and Swiss cheese, grilled to golden perfection	
<b>Reuben</b>	\$10.00
Kosher corned beef, Swiss cheese & sauerkraut on Rye	
<b>Breast of Sliced Turkey</b>	\$8.00
On choice of toast	
<b>Tuna Salad</b>	\$8.00
On choice of toast	
<b>Grilled Cheese</b>	\$6.50
<b>Grilled Ham or Bacon Cheese</b>	\$9.00
<b>Fish Sandwich</b>	\$9.00
On toasted bun	
<b>Country Boy</b>	\$9.00
Lean farmers' steak topped with melted American cheese & grilled onions on Italian bread	
<b>Jumbo Hot Dog</b>	\$6.00
Beef hot dog with raw onion	
<b>B.L.T.</b>	\$8.00
<b>Beef Roll Up</b>	\$10.50
Sliced beef, grilled onions, green peppers, mushrooms and mozzarella cheese in a grilled tortilla	
<b>Chicken Roll Up</b>	\$10.50
Grilled chicken, grilled onions, green peppers, mushrooms and mozzarella cheese in a grilled tortilla	

## CHICKEN SANDWICHES

<b>Grilled Chicken Breast</b>	\$8.50
On a hard roll	
<b>Alpine Chicken</b>	\$9.50
Grilled chicken breast with bacon and swiss	
<b>Chicken Cordon Bleu</b>	\$9.50
Grilled chicken breast with ham and Swiss cheese	
<b>Chicken Parmigiana</b>	\$9.50
Deep fried chicken breast topped with marinara sauce and mozzarella cheese	
<b>Chicken on a Pita</b>	\$9.50
Swiss Cheese melted on pita bread with lettuce, tomato and onions. Served with cucumber sauce	

## CHILDREN'S MENU

\$6.00

<b>Mickey Mouse Pancake</b>
With 2 sausages or 2 bacon
<b>French Toast</b>
With bacon or sausage
<b>Big Bird</b>
With 1 egg, 1 pancake & 2 strips of bacon or sausage
<b>Hamburger &amp; Fries</b>
<b>Cheeseburger &amp; Fries</b>
<b>Grilled Cheese &amp; Fries</b>
<b>Jumbo Hot Dog &amp; Fries</b>
Served on a bun

## BEVERAGES

<b>Coffee</b>	\$2.50
<b>Soft Drinks or Iced Tea</b>	\$2.50
<b>Lemonade</b>	\$2.50
<b>Chocolate or White Milk</b>	\$2.50
<b>Hot Chocolate</b>	\$2.50
<b>Hot Tea</b>	\$2.50
<b>Juice</b>	Small - \$2.50 Large - \$3.50
Orange, Tomato, Apple or Cranberry	

## SHAKES & MALTS

<b>Shakes</b>	\$5.00
Strawberry, Vanilla or Chocolate	
<b>Malts</b>	\$5.25
Strawberry, Vanilla or Chocolate	

## SUNDAES \$5.00

Two scoops of ice cream and delicious topping, garnished with whipping cream

<b>Chocolate</b>
<b>Strawberry</b>
<b>Hot Fudge</b>
<b>Caramel</b>



## BURGERS

All of our Burgers are 1/3 lb and include pickles and cup of soup.  
Add French Fries or Fresh Fruit \$1.99

Hamburger	\$8.00
Cheeseburger	\$9.00
Topped with your choice of cheese	\$9.00
Double Cheeseburger	\$11.00
Topped with your choice of cheese	\$11.00
Double Bacon Cheeseburger	\$12.00
Topped with crispy bacon and your choice of cheese	\$12.00
Bacon Cheeseburger	\$10.00
Topped with crispy bacon and your choice of cheese	\$9.50
Pizza Burger	\$9.50
With pizza sauce and mozzarella cheese	\$9.50
Mushroom Swiss Burger	\$9.50
Sautéed Mushrooms & Melted Swiss	\$9.50

## TRIPLE DECKERS

All Clubs are served on white toast with lettuce, tomato, mayo, pickles, French fries or fresh fruit and a cup of soup

Classic Club	\$11.00
Turkey & Bacon	\$11.00
B.L.T. Club	\$11.00
Corned Beef & Swiss Club	\$11.00
Ham & American Cheese Club	\$11.00

## MARVELOUS MELTS

Served on grilled rye bread with pickles and a cup of soup.  
Add French fries or fresh fruit \$1.99

Beef Melt	\$9.00
Sliced beef with American cheese	\$9.00
Patty Melt	\$9.00
Hamburger with grilled onions and American cheese	\$9.00
Turkey Melt	\$9.00
All white turkey meat and Swiss cheese	\$9.00
Tuna Melt	\$9.00
Fresh tuna salad with American cheese	\$9.00

## WRAPS

Served in a grilled flour tortilla with a cup of soup.  
Add French fries or fresh fruit \$1.99

Cajun Chicken Wrap	\$10.00
Cajun seasoned chicken breast, lettuce, tomato, onions and chipotle sauce rolled in a flour tortilla	\$10.00
Clubhouse Wrap	\$10.00
Turkey, ham, bacon, Swiss cheese, lettuce and tomato	\$10.00
B.L.T. Wrap	\$10.00
Turkey, ham, bacon, Swiss cheese, lettuce and tomato	\$10.00
Gyro Wrap	\$10.00
Gyro meat, onions, tomato, lettuce and feta cheese	\$10.00

## LUNCH

Fried Smelt	\$12.00
Choice of potato, coleslaw & cup of soup. Served with tartar sauce & lemon	\$12.00
Shrimp Basket	\$12.00
Choice of potato, coleslaw & cup of soup. Served with tartar sauce & lemon	\$12.00
Fish & Chips	\$13.00
3 pieces of cod lightly battered & fried golden. Served with fries, coleslaw, a cup of soup, tartar sauce & Lemon	\$13.00
Chicken Parmigiana Spaghetti	\$13.00
Breaded chicken breast topped with mozzarella cheese, served with a cup of soup and garlic bread	\$13.00
Chicken Alfredo	\$12.00
Grilled chicken tossed with our creamy Alfredo sauce, served with a cup of soup & garlic bread	\$12.00
Spaghetti with Marinara Sauce	\$12.00
Freshly made to order spaghetti with our rich sauce, served with a cup of soup & garlic bread	\$12.00
Baked Mostaccioli	\$12.00
Baked with spaghetti sauce & mozzarella cheese. Served with a cup of soup & garlic bread	\$12.00

## DAILY SPECIALS

Served with choice of potato and soup, salad or cottage cheese

Baby Beef Liver	\$11.00
Served with your choice of onions or bacon	\$12.50
Chopped Steak	\$12.50
Served with onions and mushrooms	

## HOUSE SPECIALS

Super Burger	\$13.00
1/2 lb ground beef with mushrooms, American cheese and bacon on a toasted bun. Served with French fries and a cup of soup	\$12.00
Sirloin Steak Sandwich	\$13.00
Served on a half loaf with au jus, French fries and a cup of soup	\$13.00
Chicken or Beef Stir Fry	\$13.00
Served with a cup of soup	\$13.00
Weight Watchers	\$13.00
Broiled, lean tender cut sirloin steak or chicken breast, served with cottage cheese, mushrooms, sliced tomato, cucumber, fresh herbs and a cup of soup	
Baked Meat Loaf	
Served with brown gravy, cheese and bread	

## HOT SANDWICHES

Served over bread, with mashed potatoes, gravy and a cup of soup

Hot Meatloaf, Ham, Turkey, Beef or Hamburger

\$11



## DAILY SKILLETS

All Skillets include three eggs on top and toast on the side.

<b>Bacon Skillet</b>	\$9.50
Onions, green pepper, hash browns & cheese	
<b>Sausage Skillet</b>	\$9.50
Onions, green pepper, hash browns & cheese	
<b>Ham Skillet</b>	\$9.50
Onions, green pepper, hash browns & cheese	
<b>Vegetable Skillet</b>	\$9.50
Mushrooms, tomato, onion, green pepper, hash browns & cheese	
<b>Corned Beef Hash Skillet</b>	\$11.00
Onions, green pepper, hash browns & cheese	
<b>Italian Skillet</b>	\$11.00
Italian Sausage, pepperoni, tomato, onion, green pepper, hash browns and cheese	
<b>Santa Fe Chicken Skillet</b>	\$11.00
Seasoned chicken, onion, tomato, green pepper & topped w/ cheese	
<b>Sirloin Steak Skillet</b>	\$11.00
Onion, green pepper, hash browns & cheese	
<b>All Meat Skillet</b>	\$11.00
Ham, sausage, bacon, hash browns & cheese	

## PANCAKES & FRENCH TOAST

<b>Pancakes (3)</b>	\$7.50
with blueberry, strawberry or apple filling \$1.00	
<b>Short Stack Pancakes (2)</b>	\$7.00
with blueberry, strawberry or apple filling \$1.00	
<b>Pigs in a Blanket</b>	\$9.00
sausage wrapped in fluffy pancake	
<b>Thick French Toast (3)</b>	\$7.50
with blueberry, strawberry or apple filling \$1.00	
<b>Short Stack French Toast (2)</b>	\$7.00
with blueberry, strawberry or apple filling \$1.00	

## COOL, CRISP SALADS

<b>Chef Salad with Chicken Breast</b>	\$12.00
Grilled chicken, cucumber, onion, tomato, green pepper, shredded cheddar jack, and hard boiled eggs with your choice of dressing	
<b>Julienne Salad</b>	\$11.00
Ham, turkey, American cheese, tomato, cucumber, and hard boiled eggs with your choice of dressing	
<b>Athenian Salad</b>	\$11.00
Cucumber, black olives, green peppers, onions, feta cheese, pepperoncini and hard boiled eggs with Greek Dressing	
<b>Taco Salad</b>	\$12.00
Seasoned ground beef, onions, green peppers, tomato, black olives and cheddar cheese, served with sour cream	

## CROSSANTS

Served on a flaky croissant made with cream butter and French fries or Fresh fruit & cup of soup

<b>Turkey Croissant</b>	\$10.00
Turkey, bacon and American cheese	
<b>Italian Croissant</b>	\$10.00
Thin sliced - tender roast beef and mozzarella	
<b>Ham &amp; Cheese Croissant</b>	\$10.00
<b>Chicken Breast Croissant</b>	\$10.00
<b>Tuna Salad</b>	\$10.00

## SIDE ORDERS

<b>Ham, Bacon or Sausage</b>	\$3.50
<b>Corned Beef Hash</b>	\$4.94
<b>Hash Browns/American Fries</b>	\$2.85
With onions - \$1.00 With cheese - \$1.50	
<b>Oatmeal</b> Cup - \$2.80 Bowl - \$3.80	
Add raisins - \$1.00	
<b>Bagel</b>	\$2.50
<b>One Egg, Any Style</b>	\$2.50
<b>1 Pancake or French Toast</b>	\$3.00
Add apple, strawberry or blueberry topping	
<b>Toast &amp; Jelly</b>	\$1.80
White, Whole Wheat or Rye	
<b>English Muffin</b>	\$2.40
Or English Muffin Toast	
<b>Raisin Toast</b>	\$2.00
<b>Fresh Fruit</b>	\$2.80
<b>Soup</b> Cup - \$2.50 Bowl - \$3.50	

## APPETIZERS

<b>Mozzarella Sticks</b>	\$7.00
<b>Onion Rings</b>	\$6.00
<b>Cheese Curds</b>	\$7.00

## GYROS

Served with a cup of soup - Add French fries or fresh fruit \$1.99

<b>Gyro Plate</b>	\$11.50
Tender slices of gyro meat layered on pita bread with raw onion, tomato and cucumber sauce with small Greek salad	
<b>Gyro Sandwich</b>	\$10.00



OPEN: DAILY AT 6AM

DINE IN OR CARRY-OUT

**COUNTRY FRESH EGGS**Served with Hash Browns, American Fries, or  
fresh Fruit and toast. No Substitutions

<b>Three Eggs, any style</b>	
With Ham, Bacon or Sausage add \$1.00	\$8.00
<b>Two Eggs, any style</b>	
With Ham, Bacon or Sausage add \$1.00	\$7.00
<b>One Egg, any style</b>	
With Ham, Bacon or Sausage add \$1.00	\$6.00
<b>Corned Beef Hash</b>	
With three eggs any style	\$10.00
<b>Egg Melt</b>	
With three eggs any style	\$10.00

**SPECIALTY BREAKFAST**

<b>Plymouth Cafe Scramble</b>	\$9.00
With hash browns, onions, cheese, choice of meat with toast	
<b>Egg Benedict</b>	\$10.00
With three eggs and ham on English muffin with hollandaise	
<b>2 Eggs, 2 Pancakes</b>	\$9.00
With two pancakes or French toast, two eggs, and sausage or ham	
<b>Hash Browns and Gravy</b>	\$8.00
With three eggs, any style +\$1.00	
<b>1/2 Biscuits and Gravy</b>	\$7.00

**STEAK AND EGGS**Served with three eggs, toast and choice of  
American Fries Hash Browns or Fruit

<b>Sirloin Steak</b>	\$13.00
<b>Chopped Steak</b>	\$11.00
<b>Farmer's Steak</b>	\$10.00

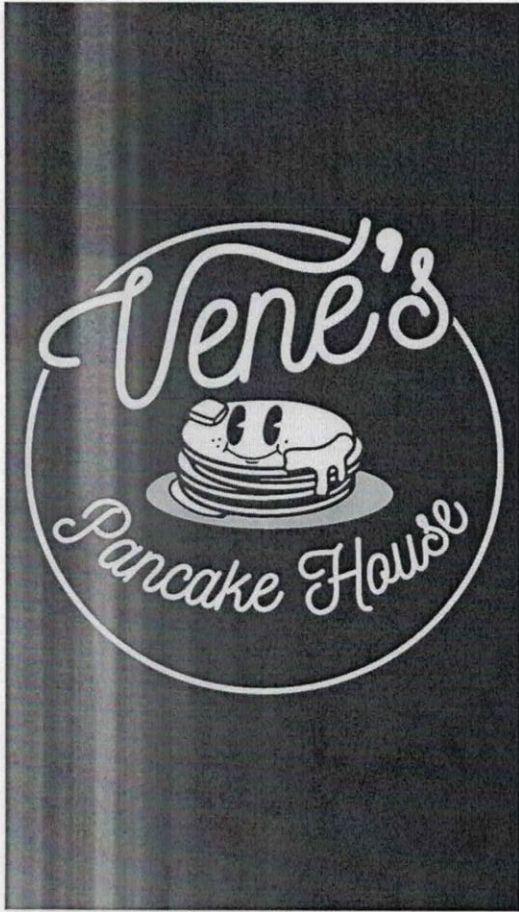
**FLUFFY OMELETTES**Made with four eggs and are served with American Fries,  
Hash Browns or Fresh Fruit and ToastOmelettes made w/ Egg Beaters +\$1.29. No Substitutions  
\*Add Veggies \$.79 \* Add Extra Meat or Cheese \$1.00

<b>Plain</b>	\$7.00
<b>Mushroom &amp; Swiss</b>	\$9.00
<b>Feta Cheese</b>	\$8.00
<b>Choice of Cheese</b>	\$8.00
<b>Ham &amp; Cheese</b>	\$9.00
<b>Bacon &amp; Cheese</b>	\$9.00
<b>Sausage &amp; Cheese</b>	\$9.00
<b>Corned Beef Hash</b>	\$10.00
<b>Denver</b>	\$9.00
Ham, onion and green pepper	
<b>Vegetable</b>	\$9.00
Onion, tomato, green pepper, mushrooms	
<b>Western</b>	\$9.00
Tomato, onion, ham, green pepper, cheese	
<b>Plymouth Cafe Omelette</b>	\$10.00
Ham, bacon, sausage, onion, green peppers, cheese	
<b>Hungry Man Omelette</b>	\$14.00
Six Eggs, ham, bacon, sausage, mushroom, cheese green peppers and hash browns rolled inside	

**WAFFLES AND CREPES**

<b>Belgian Waffle</b>	\$7.00
With strawberries, powdered sugar, maple Or Pecans and chocolate chips \$10.00	
<b>Alaskan Waffle</b>	\$9.00
Choice of strawberry, blueberry or raspberry	
<b>Plain Crepes</b>	\$8.00
Strawberry, apple or blueberry crepes add \$1.00 Cream Cheese waffle crepes add \$2.00	

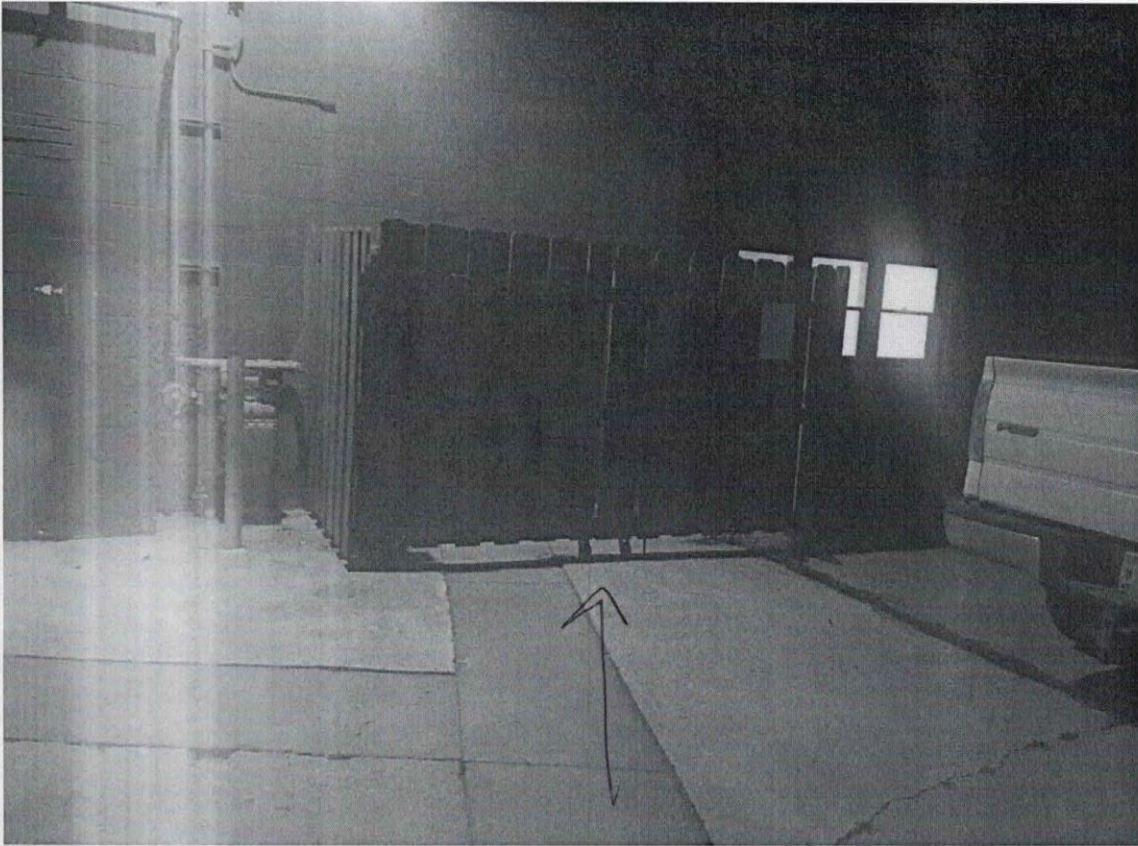
\*Consuming raw or undercooked meats, seafood, poultry or eggs may increase your risk of food borne illness.





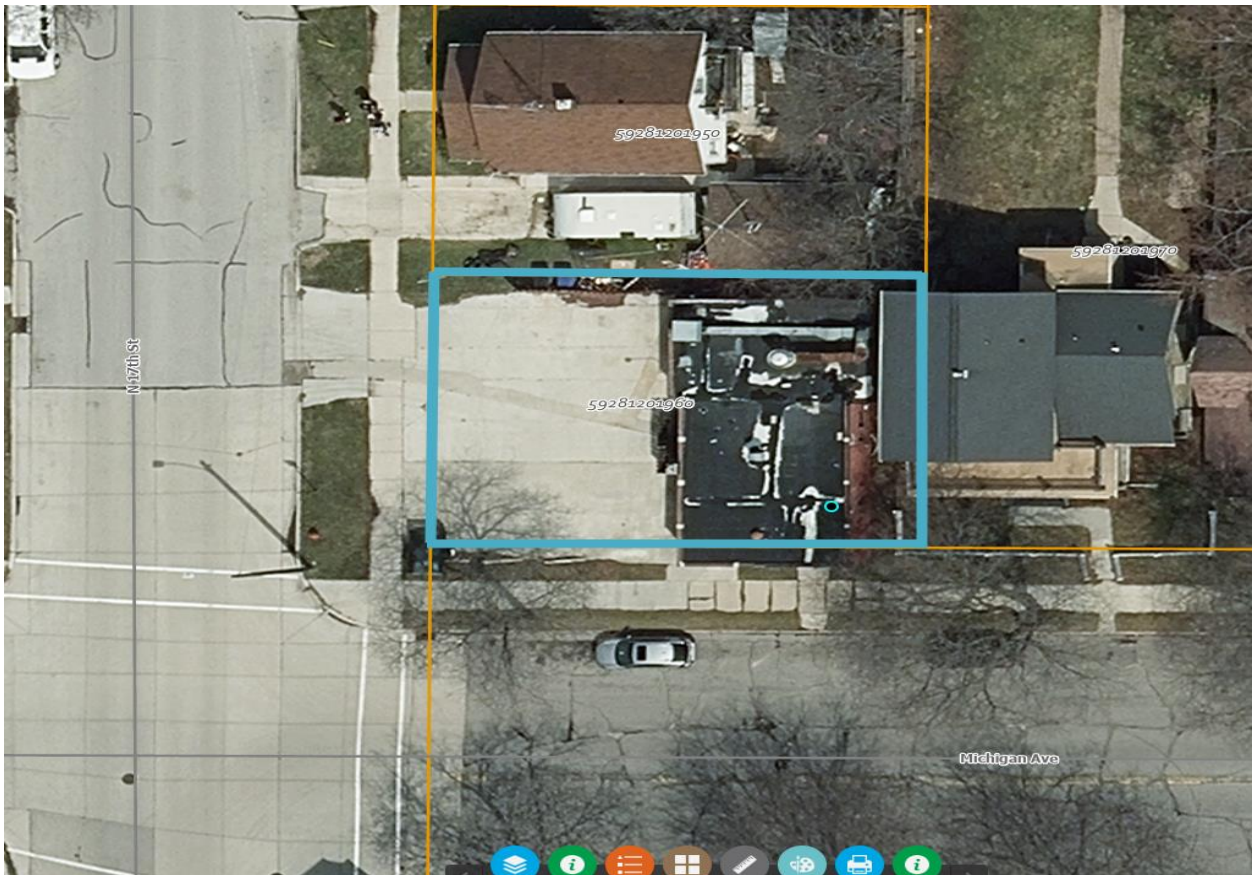
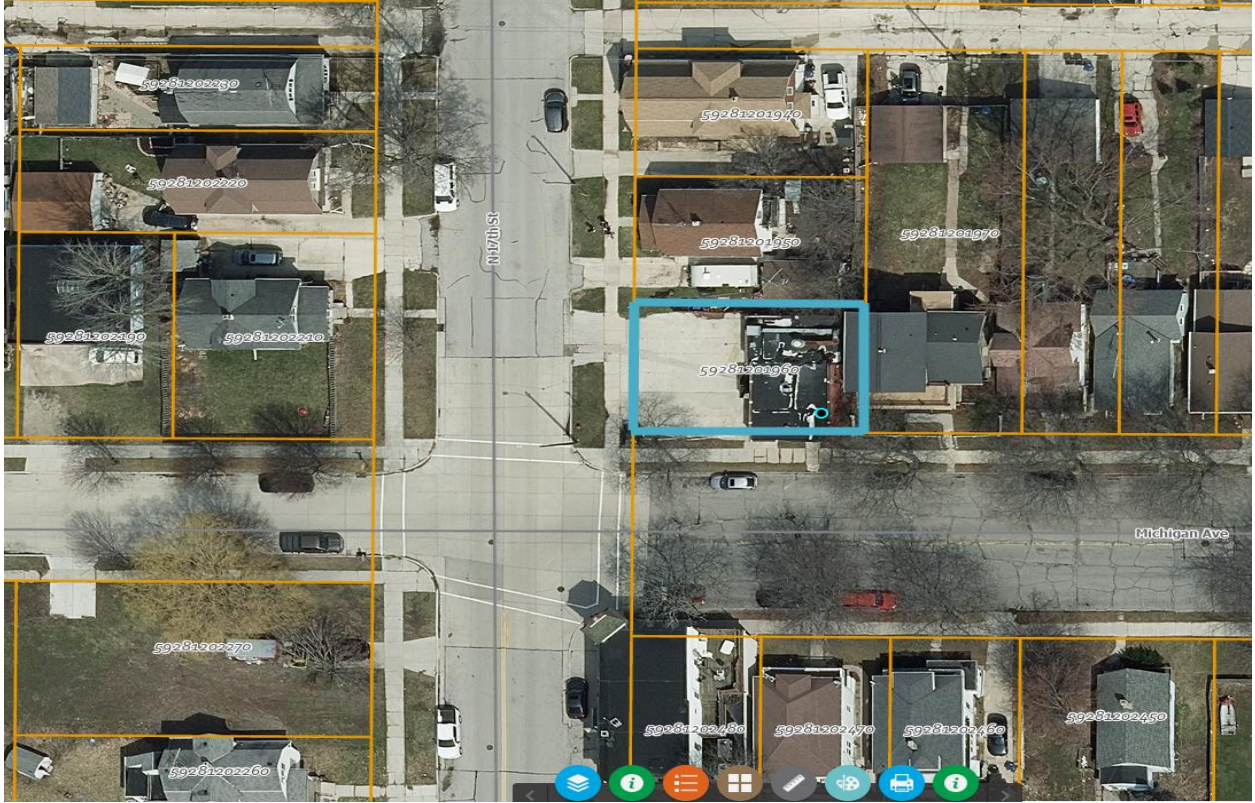


dumpster location  
inside fenced area



dumpster location

















## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use with exceptions by Zach Fitzgerald to construct a new dwelling unit in the commercial building located at 834 N. Water Street. NC zone

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**REPORT PREPARED BY:** Steve Sokolowski, Manager of Planning and Zoning

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**REPORT DATE:** February 10, 2023

**MEETING DATE:** February 14, 2022

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**FISCAL SUMMARY:**

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

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**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

Zach Fitzgerald is proposing to construct a new dwelling unit in the commercial building located at 834 N. Water Street. The applicant states the following about the project:

- Building is currently occupied by Blue Moon photography studio on the main floor and residence on the lower floor. The site and building are in good condition.
- The applicant is proposing to purchase the existing 17,000sf facility, which will allow their company, If Only Pretty, to remain within the City of Sheboygan. The facility will undergo upgrades to provide a useful base of operations for the new owner on the main floor If Only Pretty replacing Blue Moon Studios), while the lower floor will be utilized as a residence.
- The facility is currently being utilized in the same fashion, but the current owner never completed and obtained the conditional use permit to allow this residential usage. Based on city inspection(s), the new owner will provide upgrades as needed to ensure code compliance for these separated commercial and residential uses. The residence in the lower level will be for the new owner's family only. There will be no rental living space within the building.
- Interior Improvements: Code required alterations to include a new fire-rated door at top of south stairs. Secure existing doors at west (river) side of the building to preclude operation. The doors currently open to approximately three (3) feet above the rip-rap along the shoreline, and as such, comprise a fall hazard.



- **Exterior Building Upgrades:** Replace existing door at north stairwell, with outswing door, and provide appropriately sized landing at exit to allow safe egress. New owner proposes replacing the existing glass block window infill with storefront units to allow daylighting with energy efficient glazing. This project may be phased based on budgetary constraints. New owner also proposes a “deck” along the riverside (west) façade to provide exterior space along the river. This structure will be fully supported by the existing building and will not extend closer to the water than similar structures at the neighboring building.
- **Future construction:** Additional bedroom(s) and bathroom within the south portion of the building. It is understood that these bedrooms will require alternate egress platforms to exit through new, operable windows into the alley adjacent to the south face of the building.
- No garbage dumpster will be required as to service this business. If a dumpster is required at a future date, an approved enclosure will be provided.

### STAFF COMMENTS:

The existing owner has created residential space in the building without obtaining the required land use approvals and building/occupancy permits. The potential buyers are proposing to live and operate their business from the building and therefore will be required to obtain the required approvals, permits and inspections prior to receiving an occupancy permit to occupy the residential space. The applicant is aware of this requirement.

The applicant will need to work with the building inspection department regarding the conversion of the lower level into a residential dwelling. Occupancy shall be granted only at such time as all permits and codes have been met.

The potential buyers will live and operate their business, If only Pretty, from this facility as well. IF Only Pretty LLC was founded in 2012 by Ina and Zach Fitzgerald and was created out of their desire to make unique and customized jewelry. Ina and Zach started IF Only Pretty and instantly built a connection with their customers through the stories told on their bracelets. What once started as a hobby for family and friends is now one of the highest sought out personalized bracelets. We live in Sheboygan, Wisconsin where we cut, hand-stamp, shaped, finish and seal every bracelet in our basement studio.






**ACTION REQUESTED:**

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


1. Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, DNR, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Building permits shall be issued only at such time as the applicant can provide documentation that they own the parcel.
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 the dumpster.
4. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
5. Outdoor storage of materials, products or equipment shall be prohibited.
6. All 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.
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. Absolutely no portion of the building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
9. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
10. Applicant shall obtain the necessary sign permits prior to installation. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).
11. Applicant shall remove all unused signs and all signage referring to previous business.
12. The applicant may replace the existing glass block window infill with storefront units per the approved plan. If staff has any concerns with the design, the matter may be brought back to the Plan Commission for their consideration.
13. If there are to be any exterior renovations to the facility, the applicant will be required to obtain Architectural Review Board approval prior to receiving a building permit for such renovation. The colors and materials are to complement/match the existing building.
14. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses and/or phases may require conditional use permits, building/mechanical permits, occupancy permits, etc.).
15. If there are any amendments to the site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

	<b>CITY OF SHEBOYGAN</b>  <b>APPLICATION FOR CONDITIONAL USE</b>	<b>Item 7.</b> <b>Fee:</b> \$250.00
		<b>Review Date:</b> _____
		<b>Zoning:</b> _____

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

SECTION 1: Applicant/ Permittee Information			
Applicant Name (Ind., Org. or Entity) Zach Fitzgerald		Authorized Representative	
Mailing Address 4619 Ashley Lane		City Sheboygan	State WI
Email Address <a href="mailto:zach@ifonlypretty.com">zach@ifonlypretty.com</a>		ZIP Code 53083	
Phone Number (incl. area code) (515) 318-3183			
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Applicant Name (Ind., Org. or Entity) Blue Moon Studio Inc		Contact Person Margaret (Peggi) Thiesenhusen	
Mailing Address 834 North Water Street		City Sheboygan	State WI
Email Address peggi.bluemoonstudio@mac.com		ZIP Code 53081	
Phone Number (incl. area code) 920-946-4149			
SECTION 3: Project or Site Location			
Project Address/Description 834 N. Water Street Sheboygan, WI 53081			Parcel No.
SECTION 4: Proposed Conditional Use			
Name of Proposed/Existing Business:		IF Only Pretty LLC - Jewelry	
Existing Zoning:			
Present Use of Parcel:			
Proposed Use of Parcel:			
Present Use of Adjacent Properties:			
SECTION 5: Certification and Permission			
<b>Certification:</b> 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.			
<b>Permission:</b> 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) Zachary Fitzgerald		Title IF Only Pretty Owner	Phone Number 515-318-3183
Signature of Applicant 		Date Signed 1-17-2023	

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.



12 January 2023

## Conditional Use Application Narrative

Proposed New Owner:

Zach & Ina Fitzgerald  
1310 Wisconsin Ave.  
Sheboygan, WI 53081

Designer:

Jake Jacobsen, AIA  
Distinctive Design Studio  
215 Pine St.  
Sheboygan Falls, WI 53085

Contractor:

TBD

**General Facility Information**

Parcel 59281106720

Legal Description:

ORIGINAL PLAT PRT OF LOTS 7,8,9 & 10 BLK 123 DESC AS FOLLOWS: COM AT SE COR LOT 12 BLK 124, TH S 01°36'52" E 151.56' TO INTERSECTION OF N 11TH ST AND SW LN OF N WATER ST, TH N 43°57'31" W 16.04', TH S 88°35'36" W 41.28', TH S 40°44'53" W 112' TO A MEANDER COR LOCATED N 46°44'53" E 6' M/L FROM WATER'S EDGE OF SHEBOYGAN RIVER, TH N 46°21'42" W 174.58' TO A MEANDER COR, N 27°14'23" W 316.38' TO THE POINT OF BEGINNING, TH N 27°07'42" W 136.00' TO A MEANDER COR LOCATED N 88°36'33" E 3' M/L FROM THE WATER'S EDGE OF THE SHEBOYGAN RIVER, TH N 88°36'33" E 23.18', TH N 68°52'43" E 48', TH S 30°18'37" E 116', TH S 58°59'31" W 75.23' TO P.O.B.

Lot Area: 0.208 acres

Zoning: NC (Neighborhood Commercial)

Adjacent properties zoning: All neighboring properties are zoned UR-12 (Urban Residential)

Setbacks: Existing structure appears to be conforming – no additions are anticipated.

Current Use

Photo Studio and Residence

Existing use and conditions:

Building is currently occupied by a photography studio on the main floor and residence on the lower floor. The site and building are in good condition. The building masonry walls with a cast in place, CMU and concrete beam floor at the main floor. The floor does have a few areas with unprotected openings that will be infilled as part of the renovations, and at least two stairwell doors will require replacement with proper, fire-rated units.

Approximately 14 parking spots existing – no ADA spots currently designated

**Executive summary:**

The applicant is proposing to purchase the existing 17,000 square foot facility, which will allow their company to remain within the City of Sheboygan. The facility will undergo upgrades to provide a useful base of operations for the new owner on the main floor, while the lower floor will be utilized as a residence. The facility is currently being utilized in the same fashion, but the current owner never completed the CUP to allow this usage. Based on city inspection(s), the new owner will provide upgrades as needed to ensure code compliance for these separated uses. The residence in the lower level will be for the new owner's family only. There will be no rental living space within the building. No garbage dumpster will be required as to service this business. If a dumpster is required at a future date, an approved enclosure will be provided.

**Proposed Use:**

Main floor – Business (jewelry production and office)  
Lower Level – Residential (single family)

**Proposed Parking:**

14 spaces – no changes anticipated

**Proposed alterations to building:**

**Exterior Building Upgrades:**

Replace existing door at north stairwell, with outswing door, and provide appropriately sized landing at exit to allow safe egress. New owner proposes replacing the existing glass block window infill with storefront units to allow daylighting with energy efficient glazing. This project may be phased to based on budgetary constraints. New owner also proposes a “deck” along the riverside (west) façade to provide exterior space along the river. This structure will be fully supported by the existing building and will not extend closer to the water than similar structures at the neighboring building.

**Interior Improvements:**

- Code required alterations to include a new fire-rated door at top of south stairs
- Secure existing doors at west (river) side of the building to preclude operation. The doors currently open to approximately three feet above the rip-rap along the shoreline, and as such, comprise a fall hazard.

**Future construction:**

- Additional bedroom(s) and bathroom within the south portion of the building.
  - It is understood that these bedrooms will require alternate egress platforms to exit through new, operable windows into the alley adjacent to the south face of the building.



## How we got started

IF Only Pretty LLC was founded in 2012 by Ina and Zach Fitzgerald. Created out of a desire to make unique and customized jewelry, Ina and Zach started IFOP and instantly built a connection with their customers through the stories told on their bracelets.

What once started as a hobby for family and friends, we eventually entered into craft shows and is now one of the highest sought out personalized bracelets.

We live in Sheboygan, Wisconsin where we cut, hand-stamp, shaped, finish and seal every bracelet in our basement studio.

We've overcome a lot of obstacles to bring you sustainable jewelry. What makes it better?

- **USA Made & Designed** - 100% handmade in the USA
- **Solid Metal** - We only use 100% real solid metal, **no** plated metals
- **Handmade** - We take raw metal and perform over 200 processes before you receive it.
- **Living Wage** - Every one of our employees are paid above a living wage, even employees that are just starting out.

## Only 100% Real Metal

- Our jewelry is much tougher to make because **we only use real solid metal**. Because of this, we perform a lot of extra processes to make your jewelry. Each piece of jewelry takes roughly 6 hours to make.
- We developed a food grade coating that protects your skin from becoming green without the harmful environmental impact.
- Real metal does tarnish, however it's extremely easy to clean and lasts about forever. You can easily clean it with any pot and pan cleaner.

## Why we don't use plated metals

- Plating is an extremely thin layer of metal put on the outside of cheap metal or plastic. It is awful for the environment and contain cyanide and other toxic chemicals.
- The plating also wear off as early as a few months. as soon as it wears off, you have to either go to a jeweler and pay to have it re-plated or throw it away.

## Sustainably sourced raw materials

- 100% of our cuff and bracelet metals are sourced in the USA.
- Necklace chain is sourced in either the USA or Italy.



Collections



Cuffs



Necklaces



Chain Bracelets



Earrings

**REAL Metals**  
**NO Greenskin**  
**100% Handcrafted**





**Master Plan for Phased Improvements:**

Any code required updates will be completed immediately.

**Exterior;**

- South egress door & landing renovations as described above –2023
- Exterior window renovations as described above – 2023-2024
- Deck along riverfront - 2024

**Interior;**

- Additional bedroom(s) with alternate egress windows at south – 2024
- Additional bathroom at south - 2025

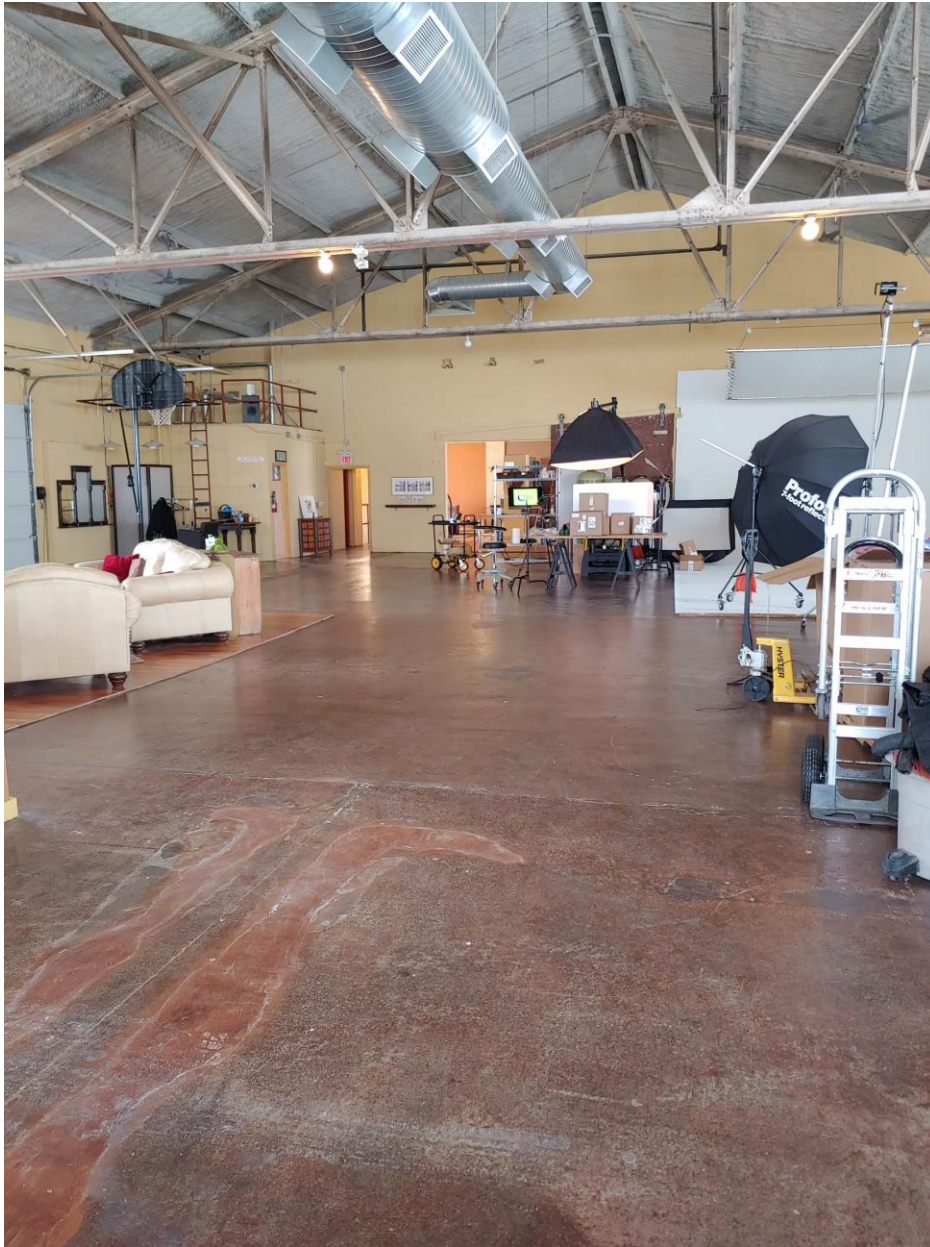


Proposed New southwest Elevation showing storefront glazing in existing openings.



Existing east elevation at entry





Main Level looking south



Dining area in lower level.



Proposed “deck” location at west side.



# FEASABILITY STUDY

FITZGERALD

## PROJECT INFORMATION

### PROJECT ADDRESS

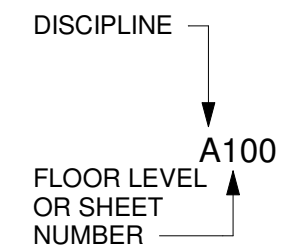
834 NORTH WATER ST.  
SHEBOYGAN, WI

PROPOSED NEW OWNERS:  
ZACH & INA FITZGERALD  
1310 WISCONSIN AVE  
SHEBOYGAN, WI 53081

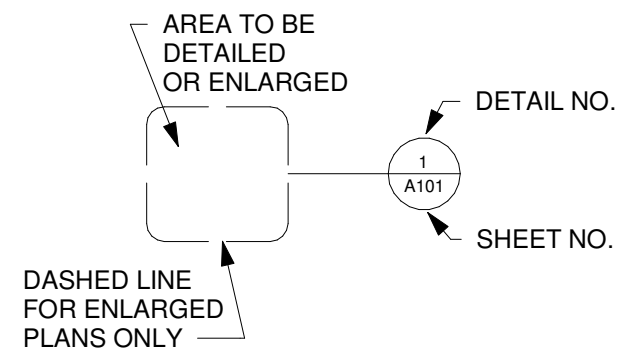


## SYMBOLS LEGEND

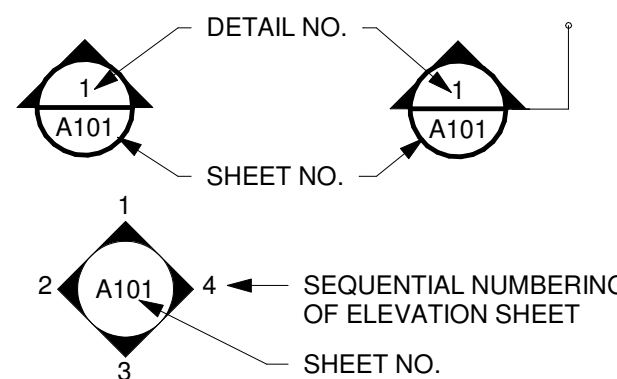
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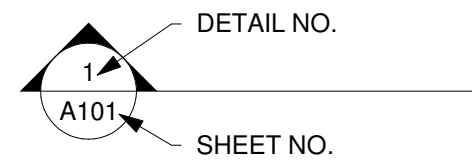
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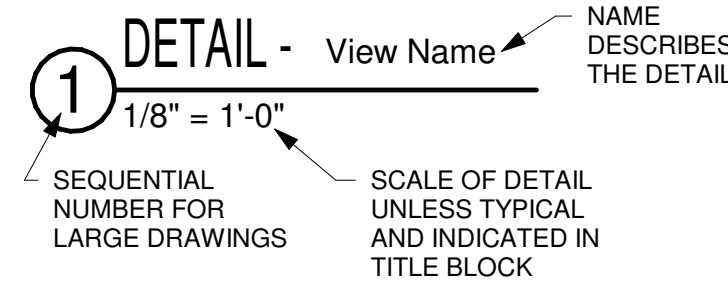
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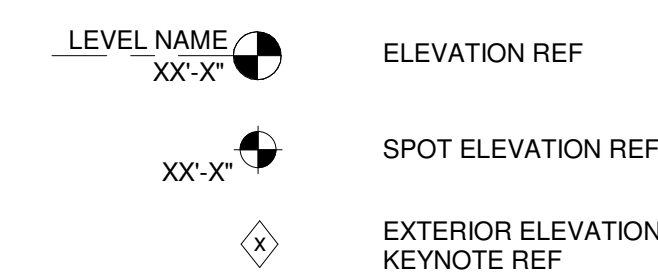
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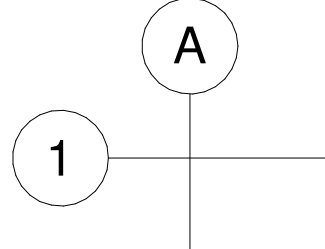
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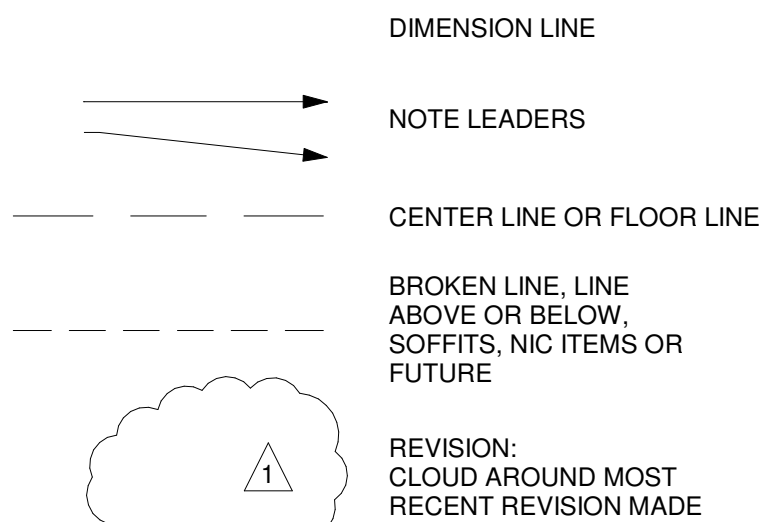
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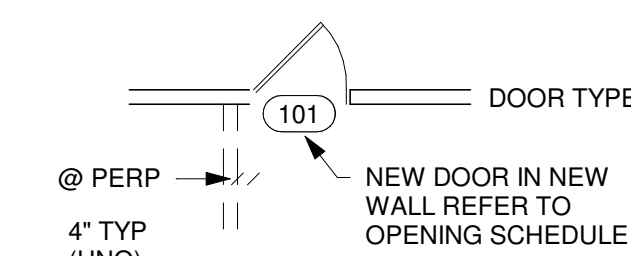
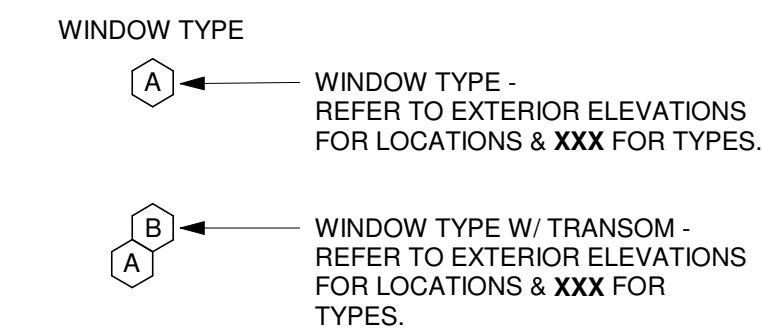
### COLUMN GRID DESIGNATORS



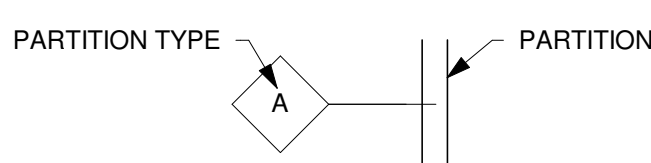
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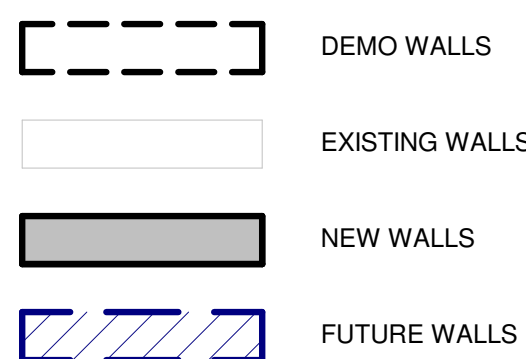
### OPENING IDENTIFICATIONS



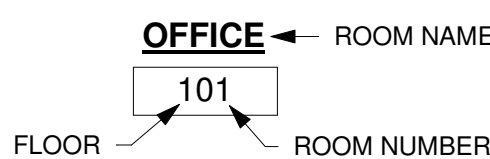
### PARTITION TYPE SYMBOL



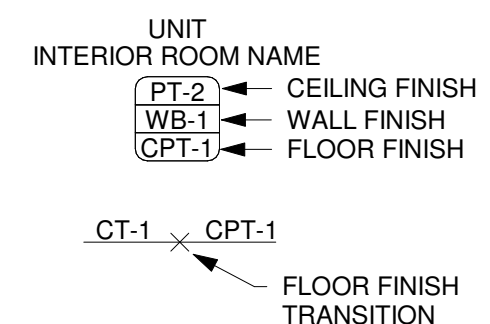
### WALL IDENTIFICATION



### ROOM IDENTIFICATION



### INTERIOR FINISH TAGS



SHEET #	SHEET NAME	REVISION		--	--	--	--	--	--	--	--	--	
		#	DATE										
GENERAL													
G000	COVER	1											
CIVIL													
C100	SITE PLAN	1											
ARCHITECTURAL													
A100	LOWER LEVEL PLAN	1											
A101	FIRST FLOOR PLAN	1											
A200	EXTERIOR ELEVATIONS	1											

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#	DATE	DESCRIPTION
1		PLANNING DOCS

## FEASABILITY STUDY

834 NORTH WATER ST.  
SHEBOYGAN, WI

PROJECT #: 22-071

## PRELIMINARY PLANS

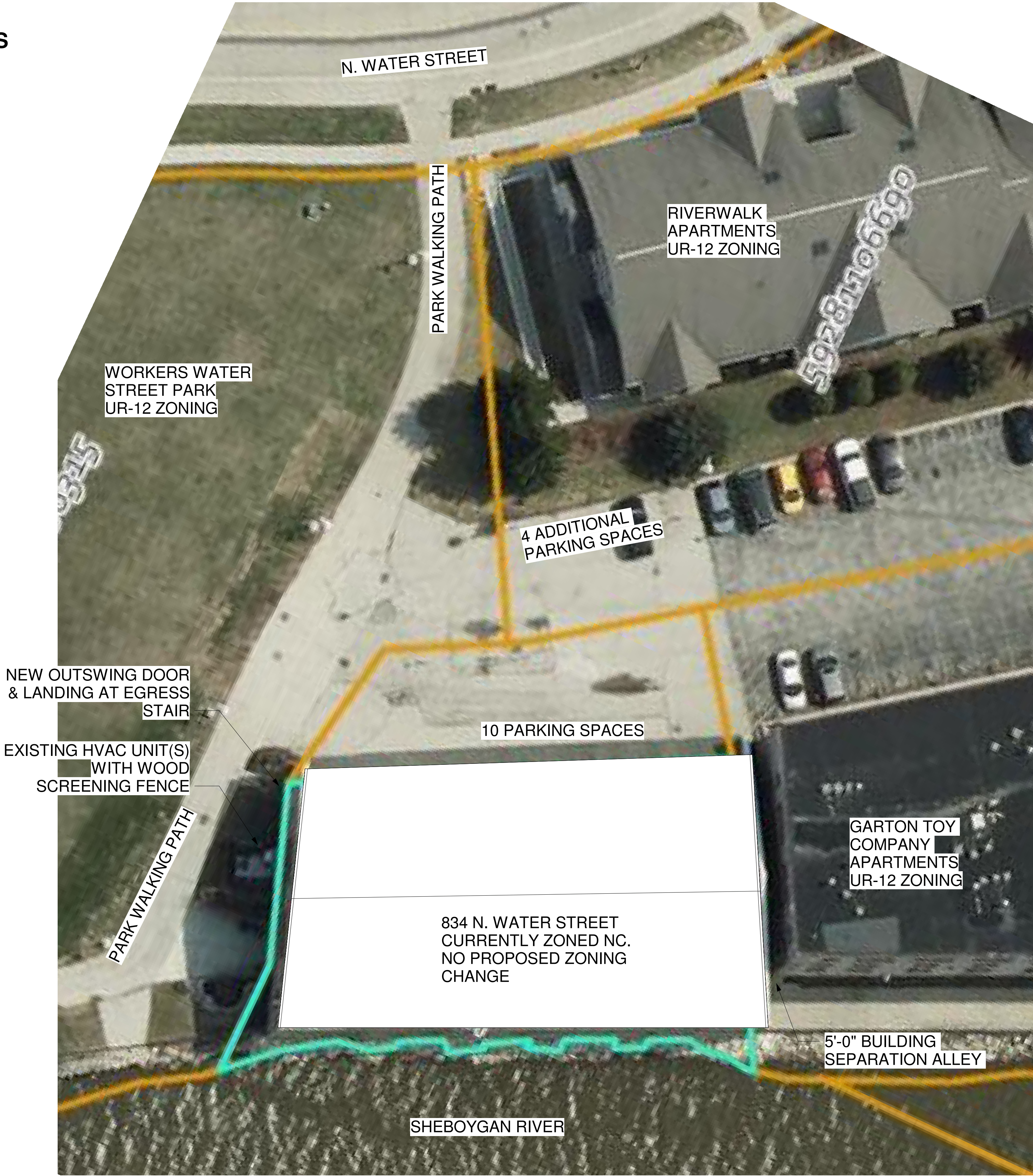
### COVER

G000



NC ZONING NOTES

SETBACK REQUIREMENTS:  
FRONT/STREET - 0'  
SIDE, RESIDENTIAL - 0'  
REAR - RESIDENTIAL - 20'  
PAVEMENT - 10'  
MINIMUM BUILDING SEPARATION - 0'  
MAXIMUM BUILDING HEIGHT - 20'  
PROJECT FACILITY CURRENTLY MEETS ALL  
ZONING SETBACK REQUIREMENTS. NO  
CHANGES TO EXISTING BUILDING AREA,  
LANDSCAPE OR SIGNAGE IS PROPOSED OR  
ANTICIPATED.



1 SITE PLAN - SITE PLAN  
1/16" = 1'-0"

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1		PLANNING DOCS

**FEASIBILITY  
STUDY**

834 NORTH WATER ST.  
SHEBOYGAN, WI

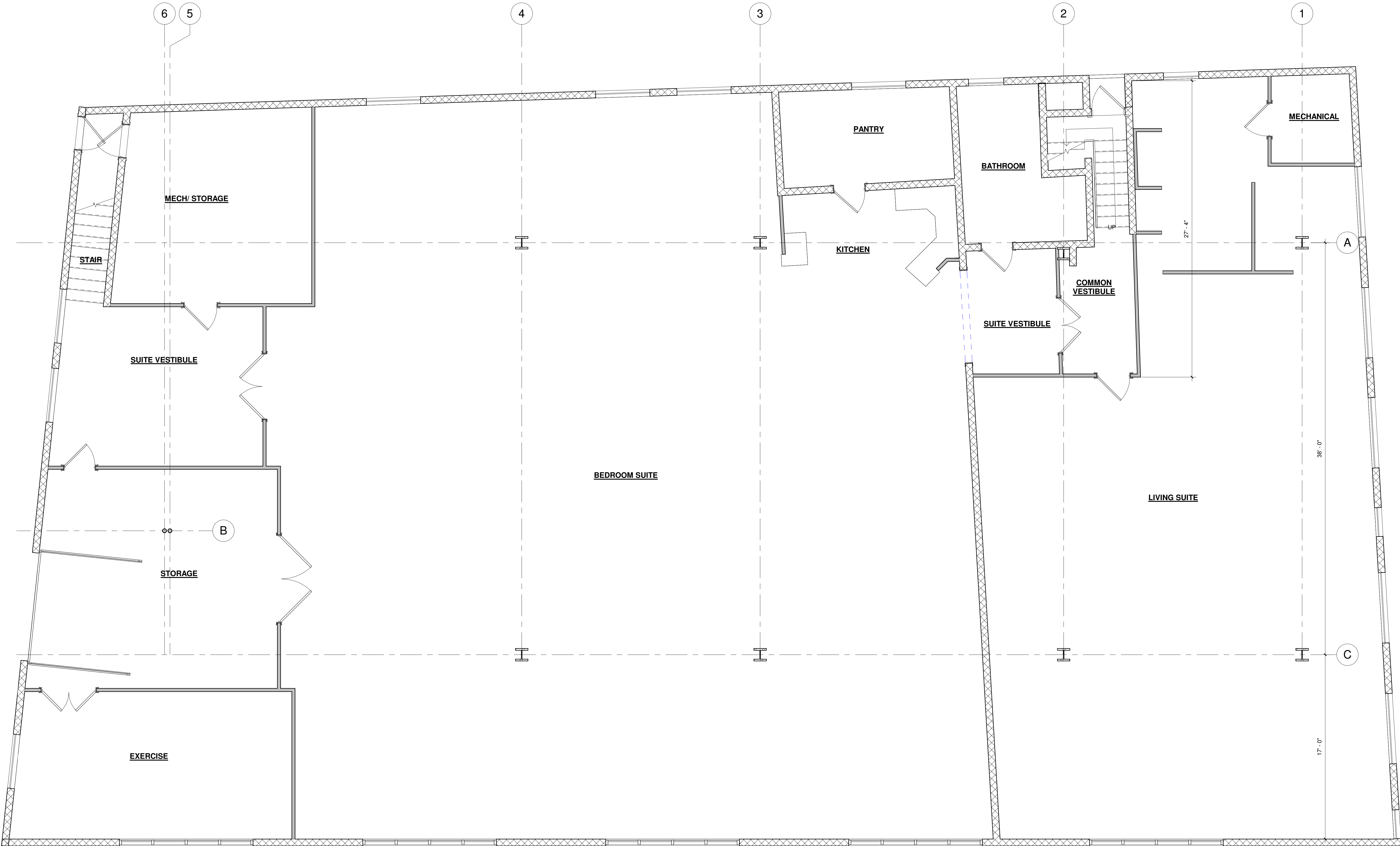
PROJECT #: 22-071

**PRELIMINARY PLANS**

**SITE PLAN**

**C100**





1 FLOOR PLAN - EXISTING LOWER LEVEL  
1/4" = 1'-0"

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## FEASABILITY STUDY

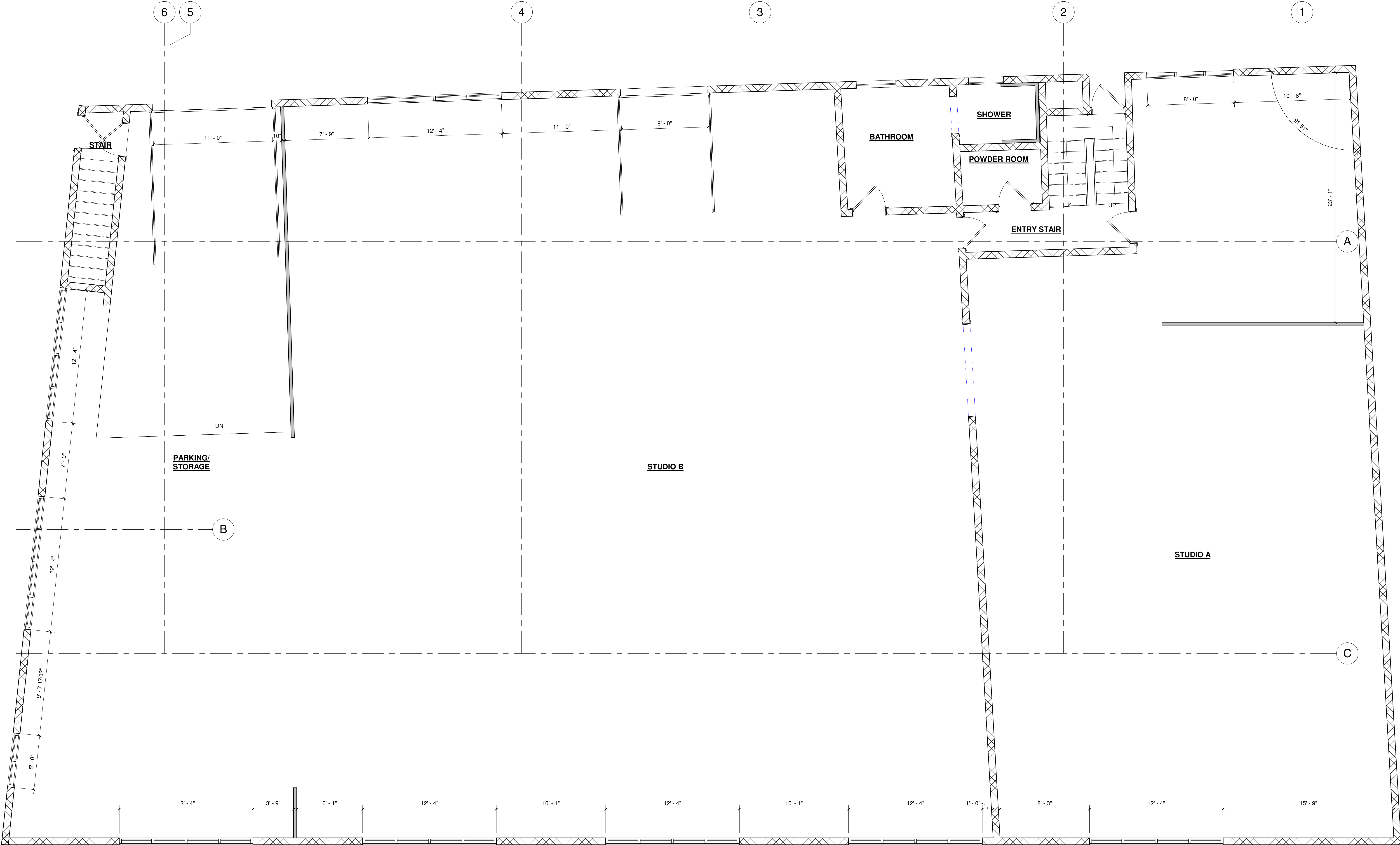
834 NORTH WATER ST.  
SHEBOYGAN, WI

PROJECT #: 22-071

## PRELIMINARY PLANS

## LOWER LEVEL PLAN

A100



1 FLOOR PLAN - EXISTING FIRST FLOOR  
1/4" = 1'-0"

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SHEBOYGAN, WI

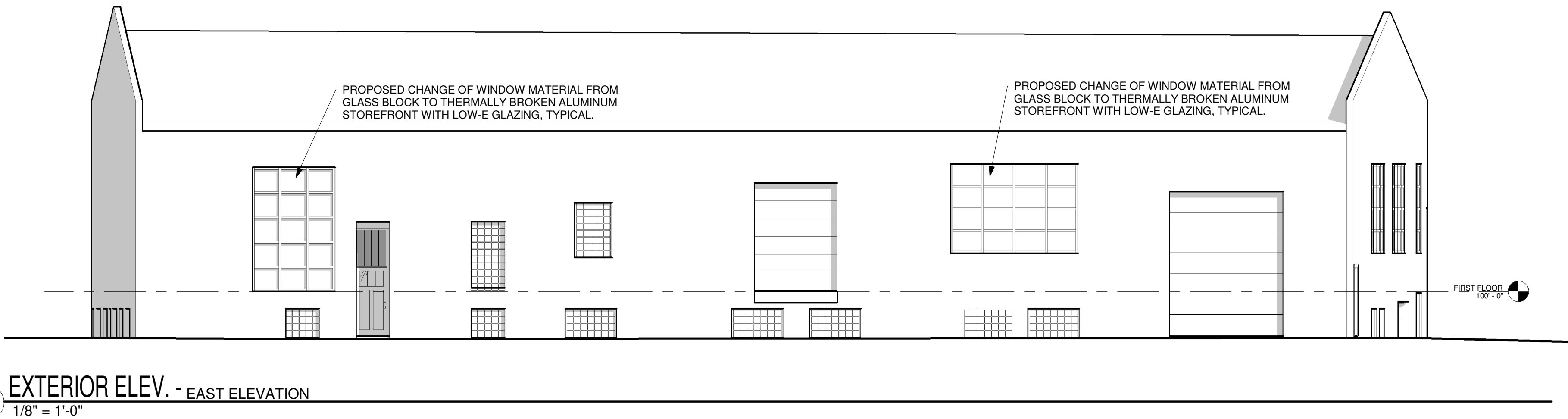
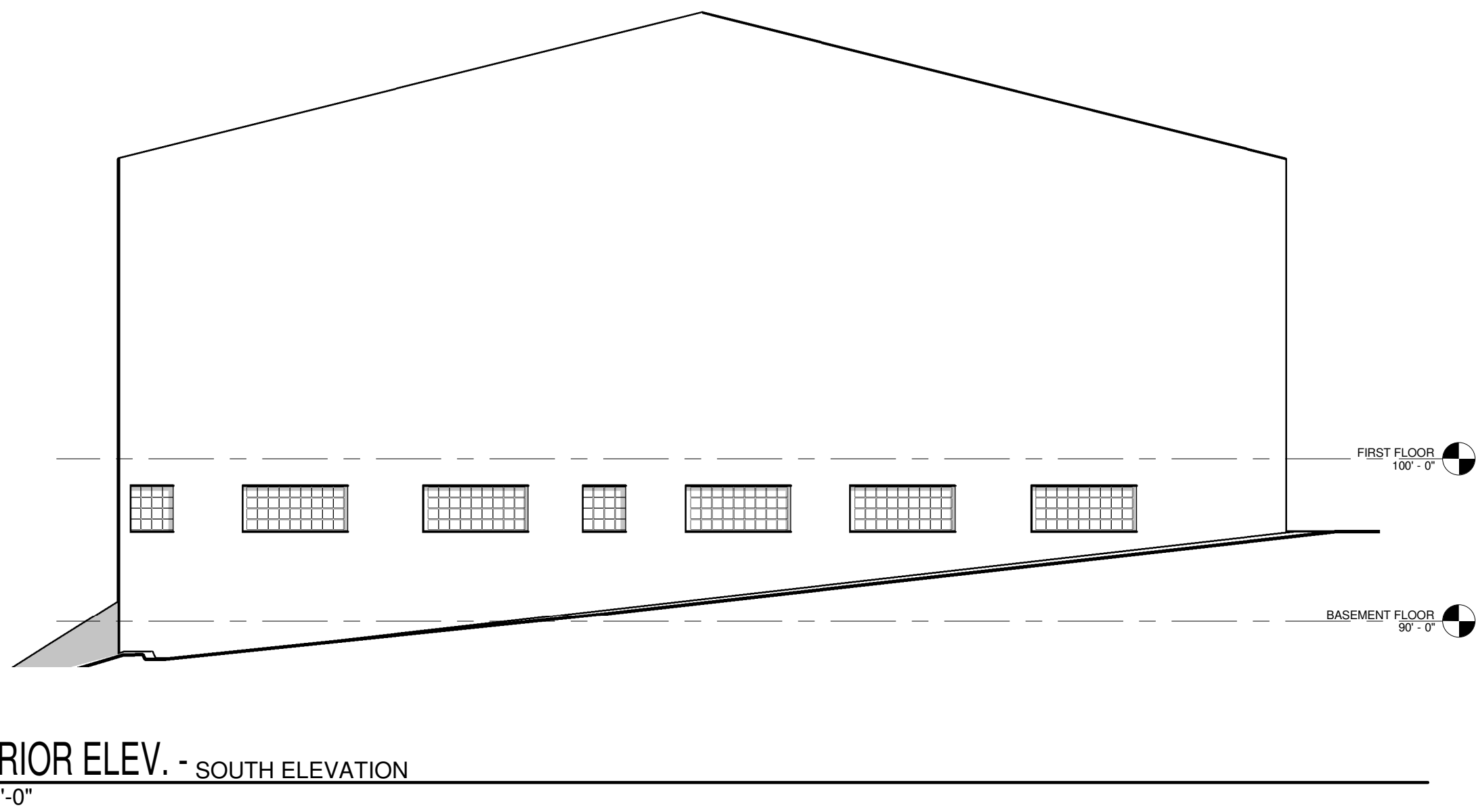
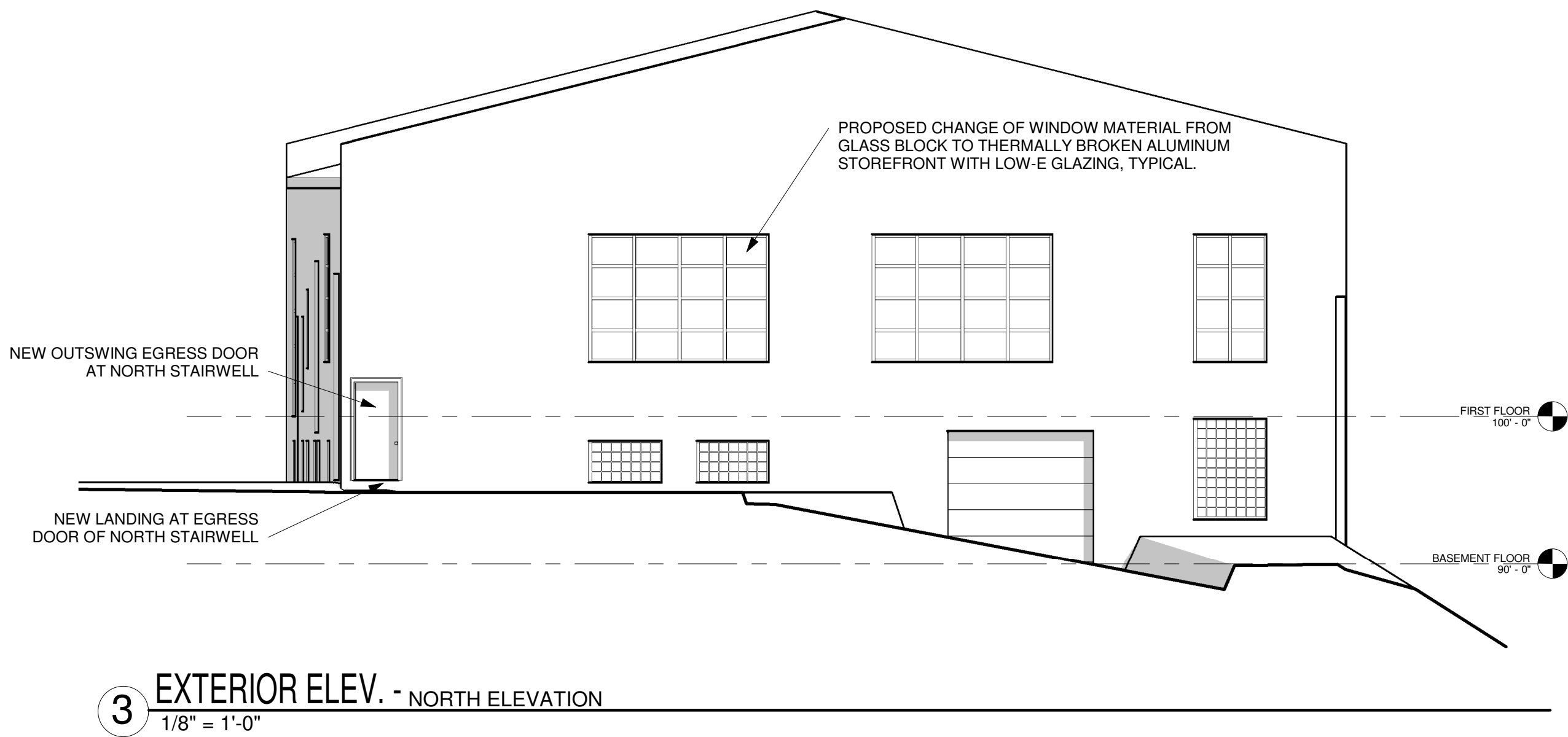
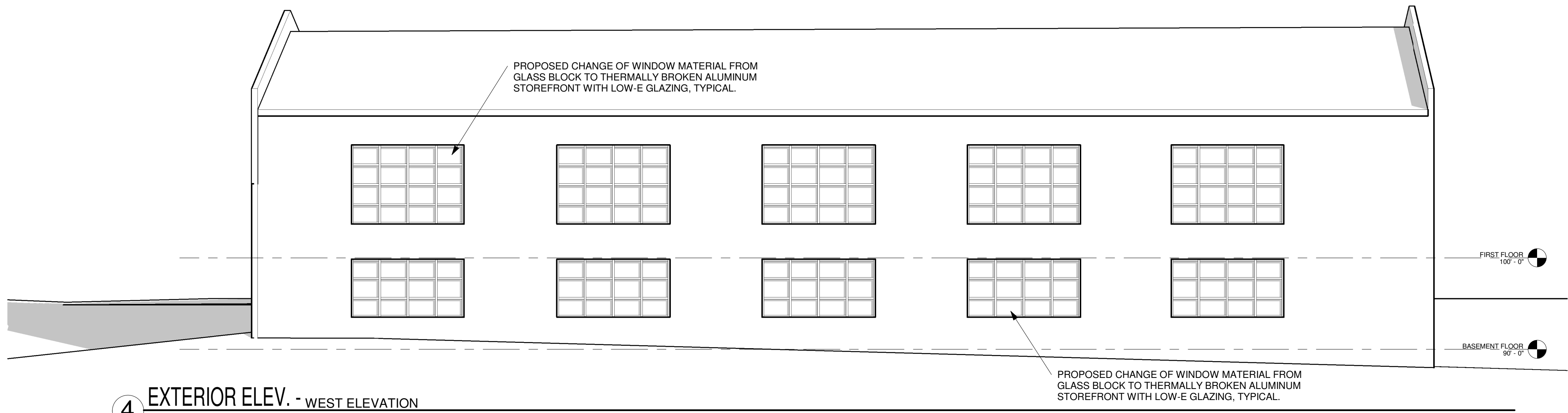
PROJECT #: 22-071

## PRELIMINARY PLANS

## FIRST FLOOR PLAN

A101





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1		PLANNING DOCS

## FEASIBILITY STUDY

834 NORTH WATER ST.  
SHEBOYGAN, WI

PROJECT #: 22-071

## PRELIMINARY PLANS

## EXTERIOR ELEVATIONS

# A200