



# **CITY PLAN COMMISSION AGENDA**

**March 28, 2023 at 4:00 PM**

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

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 February 28, 2023.

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

- [5.](#) Application for Conditional Use with exceptions by Quasius Construction to construct a new covered drive thru canopy at Camp Evergreen located at 2776 N. 31st Place.
- [6.](#) Application for Conditional Use with exceptions by Abigail Lesperance to convert the single-family residence into a two-family residence at 2002 N. 20th Street.
- [7.](#) Application for Conditional Use and Sign Permits with exceptions by Graphic House to install new signage at Associated Bank located at 1217 N. Taylor Drive.
- [8.](#) Application for Conditional Use Permit with exceptions by HR Construction Company to construct and operate a new car wash, quick lube and emission testing facility at the Sheboygan Auto Group property located at 2701 Washington Avenue (the Sheboygan Chrysler Center).
- [9.](#) Gen. Ord. No. 29-22-23 by Alderperson Perrella granting Sheboygan Self Storage, LLC, its successors and assigns, the privilege of encroaching upon described portions of South 13th Street and Kentucky Avenue right of way in the City of Sheboygan for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature.
- [10.](#) R. O. No. 118-22-23 by City Clerk submitting an encroachment request from JB Site Design and Engineering, LLC pursuant to the request of the owner (Sheboygan Self Storage, LLC) of South 13th Street and Kentucky Avenue right of way for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade.
- [11.](#) Res. No. 154-22-23 by Alderpersons Felde and Filicky-Peneski vacating the east-west alley between South 10th Street and the former South Commerce Street, located in Block 243 of the Original Plat.

## **NEXT MEETING**

12. April 11, 2023

**ADJOURN**

13. 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, February 28, 2023**

**MEMBERS PRESENT:** Mayor Sorenson, Ryan Sazama, Marilyn Montemayor, Kimberly Meller, Alderperson Trey Mitchell and Jerry Jones

**EXCUSED:** Dave Hoffman

**STAFF/OFFICIALS PRESENT:** 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

Steve Sokolowski identified conflict with items #10 - #18.

**MINUTES**

4. Approval of the Plan Commission minutes from February 14, 2023.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Application for Conditional Use and Sign Permit with exceptions by Sheboygan Area School District to install a new video scoreboard at North High School located at 2926 N. 10th Street.

Motion by Jerry Jones, second Marilyn Montemayor to approve with the following conditions:

1. Applicant shall obtain the necessary permits to install the scoreboard/sign.
2. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
3. Applicant shall meet Sections 15.804(a) and (c) of the City of Sheboygan Zoning Ordinance relating to signage and pedestrian/traffic safety and sign timing/cycles. No signs containing flashing, intermittent or moving sections or intermittent or flashing lights shall be permitted.
4. The electronic message center shall be for North High School events only (no off-premise business advertising is permitted on the electronic message center).
5. If there are any amendments to the approved site/sign plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Exception granted:

- To install a 380sf scoreboard

Motion carried.

6. Application for Conditional Use with exceptions by Kathleen and Scott LaBonte to operate Sheboygan Area Pay It Forward at 933 Michigan Avenue.

Motion by Marilyn Montemayor, second by Jerry Jones to approve with 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 of Wisconsin, Sheboygan County, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements
2. If using a dumpster, the dumpster 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. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
5. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
6. 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.
7. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).
8. 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.
9. Applicant shall adequately monitor the Sheboygan Area Pay It Forward and in no instance shall the use create a nuisance for neighboring properties (noise, hours of operation, garbage, loitering, etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit.
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.

Motion carried.

7. Application for Conditional Use Permit with exceptions by Kamlesh Brahmabhatt to remodel the existing vacant carwash section of the building into additional dining and kitchen space at the BP Service Station located at 905 Erie Avenue.

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

1. Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, storm drainage, 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. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire department, etc.).
4. 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 Slating (PDS) material in order to effectively screen the dumpster. Applicant shall submit final dumpster enclosure plans and location to staff for review. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit or by July 28, 2023.

5. Missing section of guardrail/fence shall be reinstalled and shall match in terms of design, material and color. Guardrail/fence shall be installed by July 28, 2023.
6. Graffiti on rear retaining wall shall be removed by July 28, 2023.
7. Old shed shall be removed or repainted by July 28, 2023.
8. Outdoor storage of materials, products or equipment shall be prohibited.
9. All unused rooftop mechanical equipment shall be removed.
10. 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.).
11. All kitchen exhaust shall vent through the roof.
12. The kitchen/restaurant and service station shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
13. 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.
14. Applicant shall work with staff with regards to appropriate signage. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
15. Applicant shall install individual letter signs for future signage – no cabinet or flat panel signs.
16. Prior to sign permit issuance, applicant shall remove various types of temporary signage located throughout the site on the light poles, poles near monument sign, bollards near convenience store, building walls/windows, etc.
17. 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, patio, signs, landscaping, etc.
18. 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, grading, etc.).
19. Applicant will provide adequate public access along all streets, sidewalks and alley and shall take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development (utilities, streets, etc.).
20. Applicant is responsible for working with all private and public utilities in order to adequately service this apartment complex development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
21. The applicant shall construct the exterior renovations per the plan submitted and approved by the Plan Commission. However, if staff has any concerns with the design, the matter may be brought back to the Plan Commission for their consideration.
22. If there are to be any changes from the plans for the remodel/renovations 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 remodel/renovation.
23. 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.
24. 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 application reflecting those amendments.

Motion carried.

8. Application for Conditional Use Permit with exceptions by Michael Thomas to operate Midwest Boxing and Beauty Art Dance (BAD) University in the multi-tenant facility located at 1224 Weeden Creek Road.

Motion by Jerry Jones, second by Alderperson Trey Mitchell to approve with 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, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Dumpsters shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen the dumpster. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
5. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
6. 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.
7. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).
8. 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.
9. 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.

Motion carried

9. Gen. Ord. No. 27-22-23 by Alderperson Mitchell amending Section 15.207 of the City of Sheboygan Zoning Ordinance, Nonconforming Use Regulations, and Section 15.934, Zoning Board of Appeals, so as to streamline and expedite the process of reviewing nonconforming use applications.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

10. Gen. Ord. No. 21-22-23 by Alderperson Felde amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 1) from Public Parks and Open Space to Multi-Family Residential Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

11. R. O. No. 107-22-23 by City Clerk submitting an application from Froedtert Health, Inc. for a change in zoning classification for property off of the Northeast corner of N. Taylor Drive and Saemann Avenue - Parcel No. 59281631481 (Lot 1) from Suburban Residential (SR-5) to Urban Residential (UR-12) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

12. Gen. Ord. No. 24-22-23 by Alderperson Felde amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 1) from Suburban Residential (SR-5) to Urban Residential (UR-12) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

13. Gen. Ord. No. 22-22-23 by Alderperson Felde amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 2) from Public Parks and Open Space to Institutional and Community Facilities Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

14. R. O. No. 108-22-23 by City Clerk submitting an application from Froedtert Health, Inc. for a change in zoning classification for property off of the Northeast corner of N. Taylor Drive and Saemann Avenue - Parcel No. 59281631481 (Lot 2) from Suburban Residential (SR-5) to Suburban Office (SO) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

15. Gen. Ord. No. 25-22-23 by Alderperson Felde amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 2) from Suburban Residential (SR-5) to Suburban Office (SO) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

16. Gen. Ord. No. 23-22-23 by Alderperson Felde amending the City's Future Land Use Map of the Sheboygan Comprehensive Plan to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 3) from Public Parks and Open Space to Multi-Family Residential Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

17. R. O. No. 109-22-23 by City Clerk submitting an application from Froedtert Health, Inc. for a change in zoning classification for property off of the Northeast corner of N. Taylor Drive and Saemann Avenue - Parcel No. 59281631481 (Lot 3) from Suburban Residential (SR-5) to Urban Residential (UR-12) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

18. Gen. Ord. No. 26-22-23 by Alderperson Felde amending the City of Sheboygan Official Zoning Map of the Sheboygan Zoning Ordinance to change the Use District Classification for property located off of the Northeast corner of N. Taylor Drive and Saemann Avenue – Parcel #59281631481 (Lot 3) from Suburban Residential (SR-5) to Urban Residential (UR-12) Classification.

Motion by Marilyn Montemayor, second by Jerry Jones to recommend approval. Motion carried.

#### **NEXT MEETING**

19. March 14, 2023

#### **ADJOURN**

20. Motion to Adjourn

Motion by Ryan Sazama, second by Marilyn Montemayor to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 5:13 p.m.

## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use Permit with exceptions by Camp Evergreen to construct a new covered drive thru canopy at their facility located at 2776 N. 31st Place. SR-5 Zone

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

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**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 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:**

Camp Evergreen is proposing to construct a new covered drive thru canopy at their facility located at 2776 N. 31st Place. The applicant states the following:

- Proposed project consists of a covered drive-thru canopy over the existing driveway. Canopy will provide weather protection for campers and visitors to the camp at the main drop-off entrance. Canopy project will provide 1,120 square feet of covered space.
- Finish materials and colors will match the existing camp building. Asphalt shingle roof and support columns will be structural steel wrapped with rough sawn cedar.

In August of 2019, the Plan Commission approved a conditional use permit for Camp Evergreen to construct a new driveway and parking at their facility located at 2776 N. 31st Place. Weekdays, a number of buses, vans and personal vehicles drop off 12 to 15 clients per day. The new entrance driveway now permits buses to drop clients off directly in front of the Lodge, making offloading safer, easier and more efficient.

Many of the clients need wheelchairs for mobility and this is particularly hazardous during the winter months and exposure to the elements. The previously constructed driveway and now the proposed new covered drive thru canopy will make it much easier and safer for staff, clients and visitors to safely enter the lodge.

The Camp Evergreen day program currently serves 12-15 participants each day. This program is in operation throughout the year, Monday through Friday, from 7:45am until 3:00pm. Our after school program is in operation throughout the school year, Monday

through Friday, from 3:00pm until 6:00pm and serves approximately 6-8 children. These participants are dropped off by the school bus and are picked up by their family. Our weekend respite begins on Friday evening at 6:00pm and runs until Sunday afternoon at 2:00pm. The program is offered 3 to 4 weekends a month with an enrollment of 15-20 participants. Our summer camp program is in operation from early June until mid-August and serves 20 to 30 campers per session. These participants are dropped off on Monday morning and are picked up on Friday afternoon.

Originally known as Kiddies Camp, Camp Evergreen was founded in 1926 by Charles E. Broughton as a summer camp for underprivileged children. In the mid-1950s, Kiddies Camp changed the focus of its programming to help meet the recreational needs of our communities' children and adults with cognitive disabilities. The name was changed to Camp Evergreen in the 1980s better to reflect our commitment to young and old alike.

Camp Evergreen mission statement is to enrich the lives of children and adults with cognitive and other disabilities, as well as the lives of their families and care-providers, by offering accessible, compassion-driven, respite care, day services, after school care and summer camp programming.

Camp Evergreen is currently on a wooded site abutting Evergreen Park on the northwest side of Sheboygan. Most of the Camp Evergreen Lodge and outdoor pool have been constructed on land that is owned by the City of Sheboygan. Camp Evergreen is occupying this property on an agreed 99 year lease. The private drive connects N. 31<sup>st</sup> Street and N. Apache Road. The traffic from Camp Evergreen is light and occurs with morning drop offs and late afternoon pickups.

Over the years camp Evergreen has taken considerable measures to maintain a very positive relationship with their neighbors.

#### **STAFF COMMENTS:**

When the Plan Commission approved the previous Camp Evergreen conditional use permit to construct a new driveway and parking, the commission required a condition to screen and enclose the dumpster. Appears the garbage cans and dumpster are located outside by the detached garage – Staff will again be recommending a condition that dumpsters shall be screened and enclosed and/or located inside the garage.

The drive through canopy will continue to improve the way Camp Evergreen provides a safe and efficient way of getting their clients into the lodge especially during times of inclement weather.

#### **ACTION REQUESTED:**

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


1. Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, health, storm drainage, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.

3. Dumpsters shall be screened and enclosed and constructed of like materials and color of the facility. If a dumpster enclosure is not constructed, the dumpsters and garbage can shall be located inside the detached garage structure.
4. Outdoor storage of materials, products or equipment shall be prohibited.
5. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
6. All new lighting shall be installed per Section 15.707 of the 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 be permitted to install individual letter signs – no cabinet or panel signs.
8. All areas used for parking/maneuvering of vehicles shall be paved.
9. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
10. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
11. 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.
12. The applicant shall construct the exterior renovations per the plan submitted and approved by the Plan Commission (design, materials, colors, etc.). However, 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 changes from the plans for the remodel/renovations 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 remodel/renovation.
14. 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.
15. 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 application reflecting those amendments.

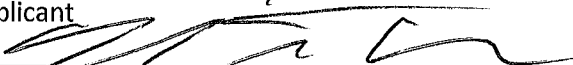
## **ATTACHMENTS:**

Conditional Use and required attachments



	<b>CITY OF SHEBOYGAN</b>  <b>APPLICATION FOR CONDITIONAL USE</b>	<b>Item 5.</b> <b>Fee:</b> \$250.00
		<b>Review Date:</b> _____

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

SECTION 1: Applicant/ Permittee Information			
Name (Ind., Org. or Entity) Quasius Construction, Inc.	Authorized Representative Alisha Daun	Title Project Document Coordinator	
Mailing Address PO Box 727	City Sheboygan	State WI	Mailing Address PO Box 727
Email Address adaun@quasius.com	Phone Number (incl. area code) (920) 946-3815		
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Name (Ind., Org. or Entity) Camp Evergreen Corp.	Contact Person Markk Ellis	Title Executive Director	
Mailing Address 2776 North 31st Place	City Sheboygan	State WI	ZIP Code 53083
Email Address campevergreen1926@gmail.com	Phone Number (incl. area code) (920) 452-4221		
SECTION 3: Project or Site Location			
Project Address/Description 2776 North 31st Place		Parcel No. 59281630792	
SECTION 4: Proposed Conditional Use			
Name of Proposed/Existing Business:	Camp Evergreen Corp.		
Existing Zoning:	SR-5		
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) Matt Makowski / Quasius	Title PM	Phone Number	
Signature of Applicant 		Date Signed 4/21/2023	

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.



February 8, 2023

**Site Narrative – Conditional Use Application – Architectural Review**

**Camp Evergreen Drive Thru Canopy**

2776 N 31<sup>st</sup> Pl

Sheboygan, WI 53083

**Project Cost: \$75,000**

- Proposed project consists of a covered drive-thru canopy over the existing driveway. Canopy will provide weather protection for campers and visitors to the camp at the main drop-off entrance.
- Excavation and civil grading of the site to accommodate (4) new structural piers will be performed by Weber Excavating.
- Finish materials and colors will match the existing camp building. Asphalt shingle roof and support columns will be structural steel wrapped with rough sawn cedar.
- Canopy project will provide 1,120 square feet of covered space.

**Existing Use:**

- campevergreensheboygan.org
- Originally known as Kiddies Camp, Camp Evergreen was founded in 1926 by Charles E. Broughton as a summer camp for underprivileged children. In the mid-1950s, Kiddies Camp changed the focus of its programming to help meet the recreational needs of our communities' children and adults with cognitive disabilities. The name was changed to Camp Evergreen in the 1980s better to reflect our commitment to young and old alike.
- Mission Statement: To enrich the lives of children and adults with cognitive and other disabilities, as well as the lives of their families and care-providers, by offering accessible, compassion-driven, respite care, day services, after school care and summer camp programming.



Quasius Construction, Inc.

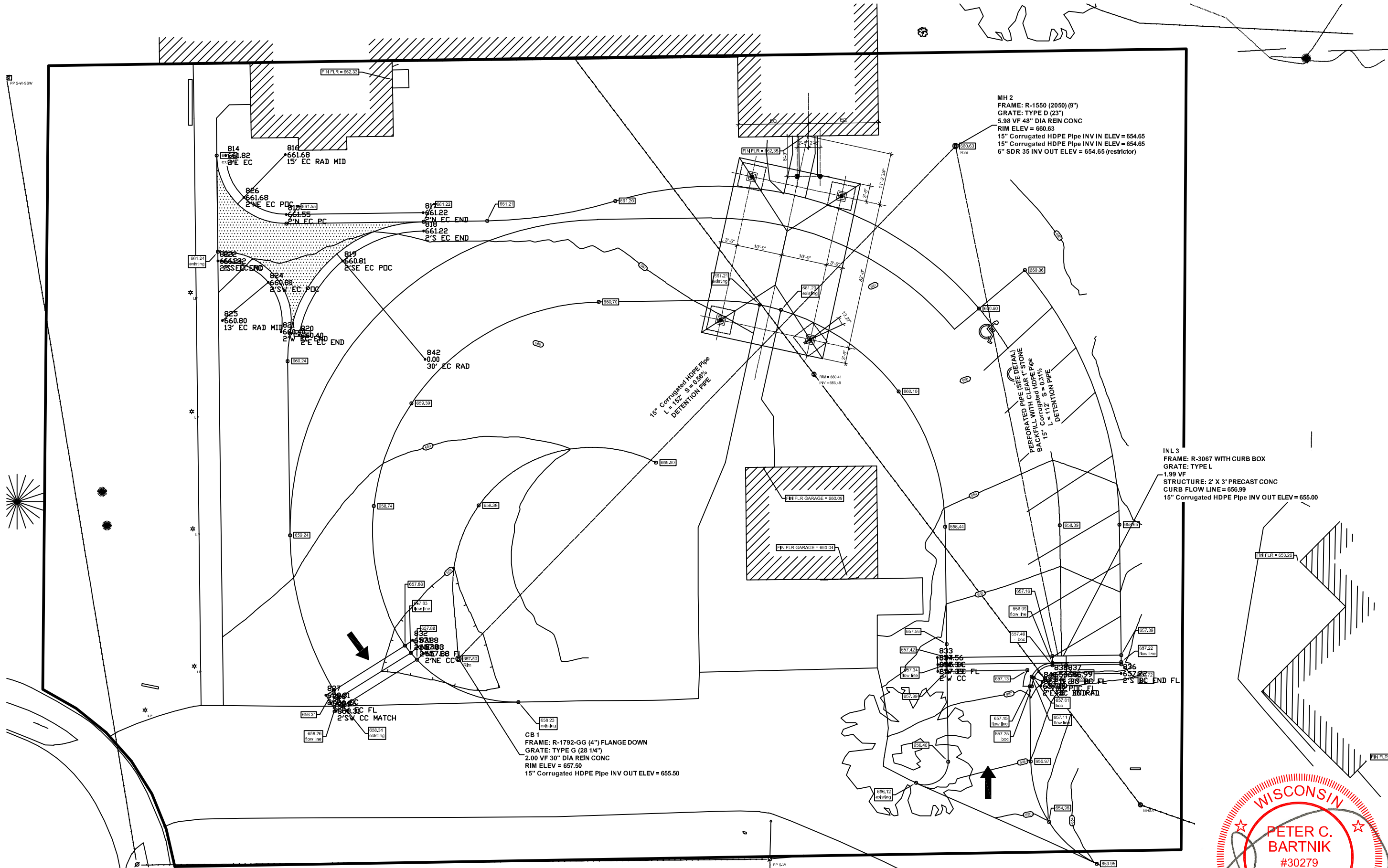
1202A North 8<sup>th</sup> street

Sheboygan, WI 53081

Phone: (920)457-5585

Fax: (920)457-1045

The proposed project we are submitting for is a new Drive-Thru canopy at Camp Evergreen in Sheboygan. The new proposed canopy is not an interference to the neighborhood, environment, traffic, parking, public improvements, public property or rights-of-way. In addition, the new structure is not going to have any impact on the current usage of the property itself. The canopy is in a desirable location for all utilities and or services provided to be accessed.



Site Plan  
SCALE: 1"=20'-0"



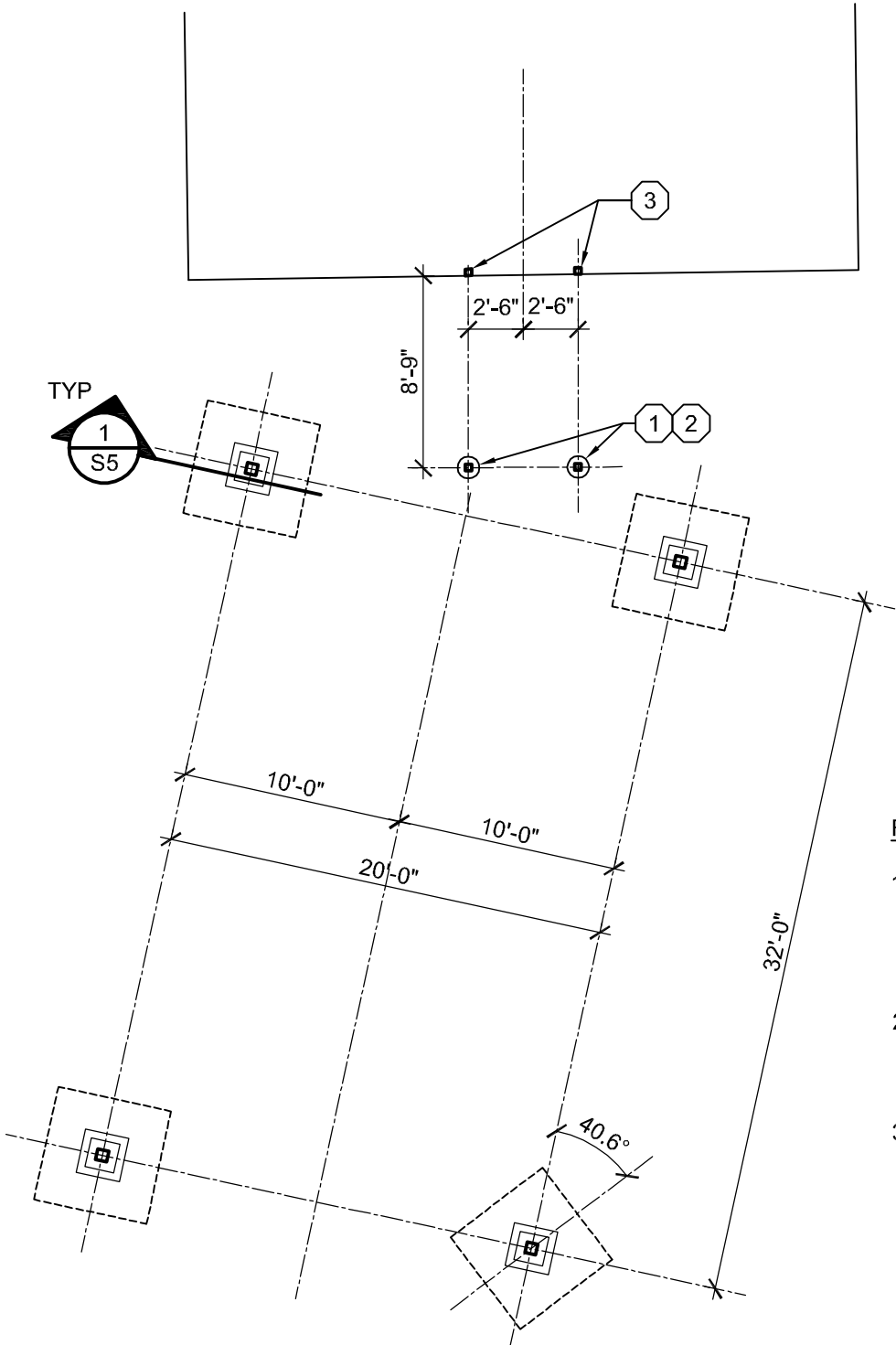
9-9-2022

Item 5.
Project: Camp Evergreen Canopy 2776 N. 31ST Place Sheboygan, Wisconsin
Issued For: Construction
Date: September 9, 2022
Revisions:
Drawn By: ISE
Checked By: ISE
Sheet Title: Site Plan
Sheet Number: S1 14

REINFORCEMENT NOTE:

- 1. REINFORCEMENT SHALL BE DETAILED IN ACCORDANCE WITH ACI 315-LATEST EDITION
- 2. ALL LAPS SHALL BE CLASS "B" PER ACI 318-LATEST EDITION UNLESS OTHERWISE NOTED ON THE DESIGN DRAWINGS OR UNLESS THE DETAILER TAKES SPECIAL CARE TO TO PROVIDE STAGGERED LAPS. USE TOP BAR LAP LENGTHS FOR ALL HORIZONTAL WALL BARS AND FOR TOP BARS IN SLABS AND BEAMS OVER 14" DEEP.
- 3. LAP LENGTH SHALL BE SPECIFICALLY NOTED ON PLACING DRAWINGS WHERE MORE THAN ONE BAR MAKES UP A CONTINUOUS STRING.
- 4. CORNER BARS WITH CLASS "B" PER 318-LATEST EDITION LAPS SHALL BE PROVIDED AT ALL WALL CORNERS AND INTERSECTIONS PER ACI 315-LATEST EDITION FIGURE II, EXCLUDING UPPER RIGHT DETAIL.
- 5. HORIZONTAL BARS, EXCEPT FOR CONTINUOUS STRINGS FROM ON CORNER OR AN OPENING TO ANOTHER SHALL BE DETAILED TO SHOW THE DISTANCE FROM AT LEAST ONE END OF THE BAR TO THE NEAREST BUILDING GRID LINE OF WALL.
- 6. WELDED WIRE FABRIC SHALL BE LAPPED AND/OR ANCHORED TO DEVELOP  $f_y$  PER ACI 318-LATEST EDITION.

REINFORCING STEEL CLEAR COVER REQUIREMENTS	
CONCRETE CAST AGAINST EARTH AND PERMANENTLY EXPOSED TO EARTH	3"
CONCRETE EXPOSED TO EARTH OR WEATHER	
UP THRU #5 BARS	1½"
#6 BARS THRU #18 BARS	2"
CONCRETE NOT EXPOSED TO WEATHER OR IN CONTACT WITH GROUND	
SLABS, WALLS	
UP THRU #11 BARS	1"
#14 AND #18 BARS	1½"



FOUNDATION KEY NOTES: (X)

- 1. 12"Ø CONCRETE PIER WITH 3-#4 VERTICALS. TOP OF PIER 6" ABOVE FINISH GRADE. BOTTOM OF PIER 5'-0" BELOW FINISH GRADE.
- 2. 4x4 MOISTURE PRESSURE TREATED POST WITH SIMPSON LCE POST CAP AND ABW44Z POST BASE (OR EQUAL).
- 3. 4x4 MOISTURE PRESSURE TREATED POST WITH SIMPSON LCE POST CAP AND ABW44Z POST BASE (OR EQUAL). PROVIDE 1 STUD EITHER SIDE OF AND NAILED TO 4x4 EXTENDING FROM GROUND FLOOR TO ROOF SUPPORTING WALL TOP PLATE.



Foundation Plan

SCALE: 1/8"=1'-0"



9-9-2022

Item 5.

Project: Camp Evergreen Canopy  
2776 N. 31ST Place  
Sheboygan, Wisconsin

Issued For: Construction

Date: September 9, 2022

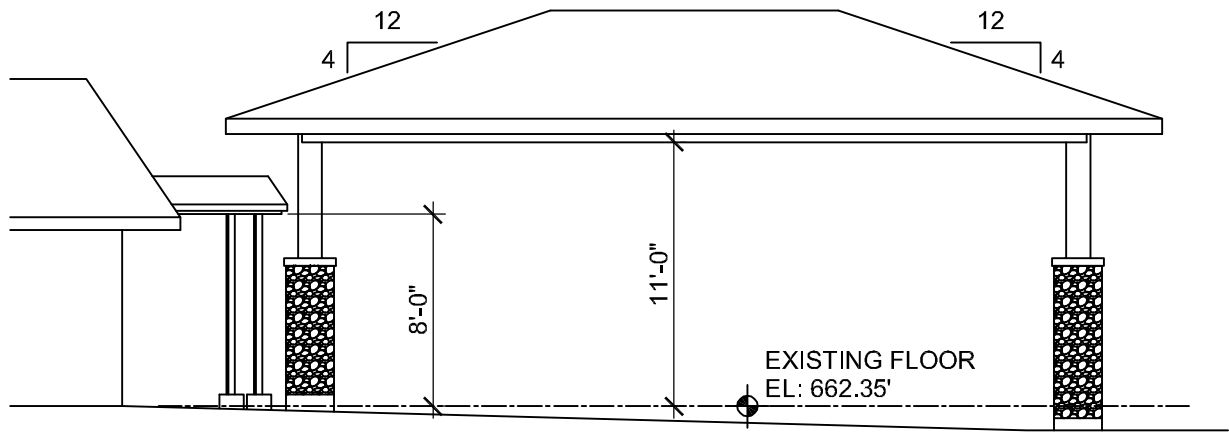
Revisions:

Drawn By: ISE

Checked By: ISE

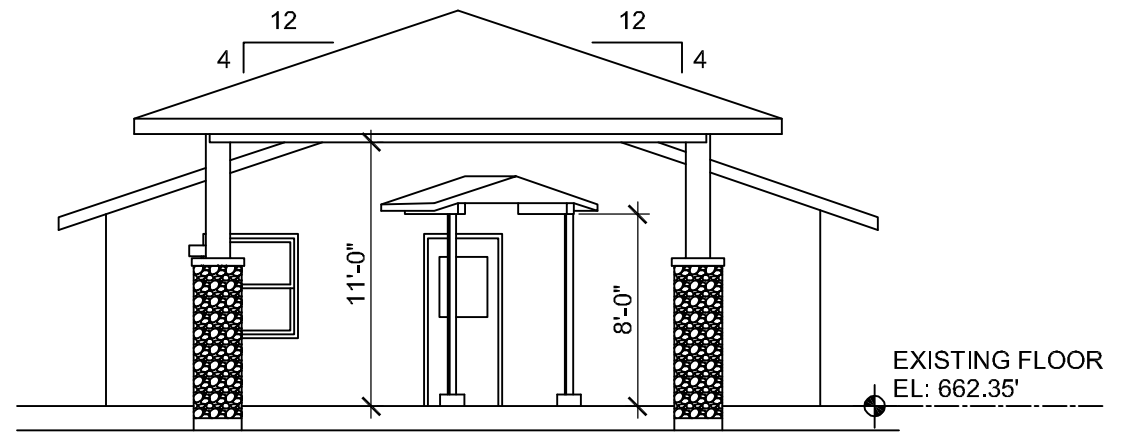
Sheet Title: Foundation Plan

Sheet Number: 15



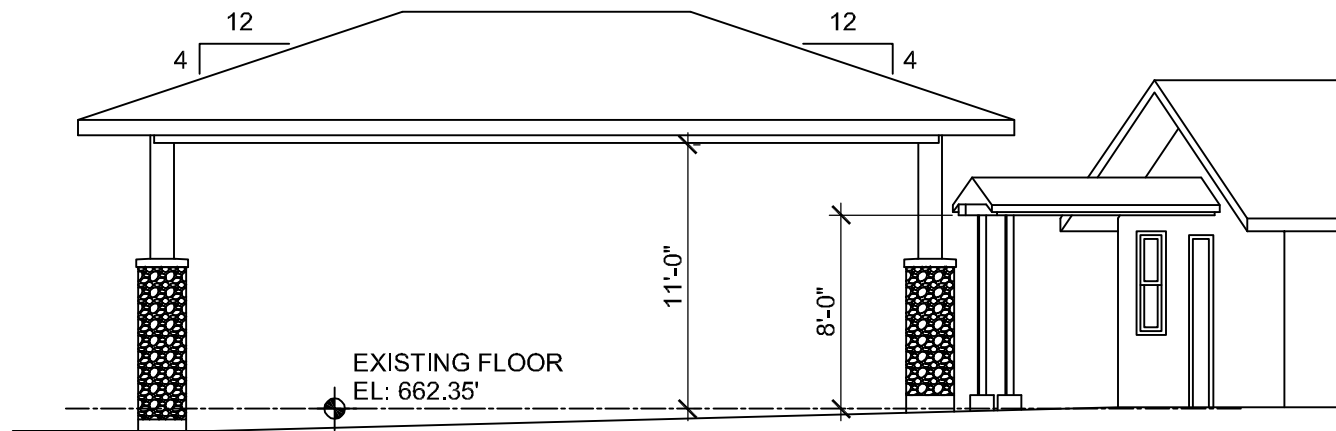
West Elevation

SCALE: 1/8"=1'-0"



South Elevation

SCALE: 1/8"=1'-0"



East Elevation

SCALE: 1/8"=1'-0"



9-9-2022

Item 5.

Project:  
**Camp Evergreen Canopy**  
2776 N. 31ST Place  
Sheboygan, Wisconsin

Issued For:  
Construction

Date:  
September 9, 2022

Revisions:

Drawn By: ISE

Checked By: ISE

Sheet Title:  
Elevations

Sheet Number:



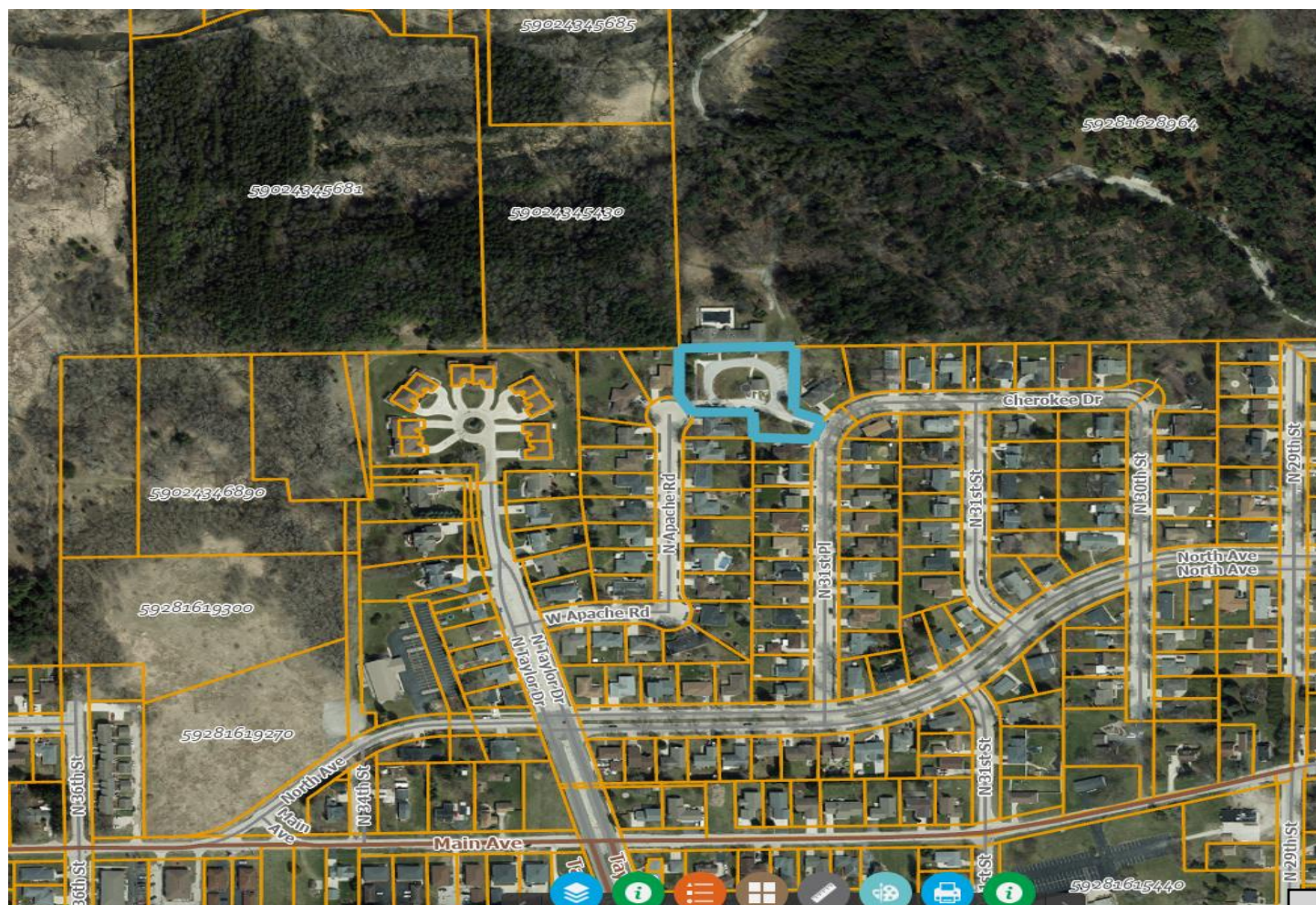


**Steve Woods**

**From:** Mark Ellis <mmehae7@gmail.com>  
**Sent:** Wednesday, August 21, 2019 10:21 AM  
**To:** Steve Woods  
**Subject:** Photo



















# Welcome To Camp Evergreen

Originally known as Kiddies Camp, Camp Evergreen was founded in 1926 by Charles E. Broughton as a summer camp for underprivileged children. In the mid-1950s, Kiddies Camp changed the focus of its programming to help meet the recreational needs of our communities' children and adults with cognitive disabilities. The name was changed to Camp Evergreen in the 1980s better to reflect our commitment to young and old alike.

## Summer Camp

Our traditional summer camp program begins in mid-June and ends in mid-August. Each five-day session runs from Monday through Friday and is divided into specific age groups. Our camper-to-staff ratio is typically 3:1.

Our summer camp participants enjoy a variety of traditional camp activities such as swimming, arts & crafts, and campfires. They also enjoy a variety of community activities such as bowling at the Elk's Club, Tuesday movies at the cinema, concerts in the park, and picnics at the beach.

### **2022 Summer Field Trips**

- **Bookworm Gardens**
- **Shaw Family Playground**
- **Shalom Wildlife Zoo**
- **Odyssey Fun Center**
- **Kohler-Andrae State Park**

## Day Service

Our day services program operates Monday through Friday, from 8 AM until 3 PM throughout the year. We currently serve 15 clients, with a 3:1 camper to staff ratio. Our day service program is designed to meet the individual needs of each of our clients.

Each week we plan our lunch menu (lunch is provided at no additional charge each day) and take a group grocery shopping. A communication log is sent home daily between caregivers and us to keep everyone informed on the client's day/night events and other important information.

## Weekend Respite

Weekend respite begins in late August and runs through early May. We currently offer two weekends each month for our campers who have attended our summer program in the past.

Weekends are low-key, stay at camp opportunities for campers to hang out with friends, do arts & crafts, watch movies, listen to music, dance, play games, and just enjoy some time away from home. It is also a great opportunity for parents and care providers to take a little break from their daily routine.

## Mission Statement

**To enrich the lives of children and adults with cognitive and other disabilities, as well as the lives of their families and care-providers, by offering accessible, compassion-driven, respite care, day services, after school care and summer camp programming.**



## CITY OF SHEBOYGAN

## REQUEST FOR PLANNING COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use with exceptions by Abigail Lesperance to convert the single-family residence into a two-family residence at 2002 N. 20<sup>th</sup> Street. NR-6 Zone

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

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**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 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:**

Abigail Lesperance and Samuel Lepak are proposing to convert their single-family dwelling into a duplex at 2002 N. 20<sup>th</sup> Street. The applicants state:

- We would like to renovate the property and reside in the lower half and rent the upper half. Sam and I both have technical degrees in Residential Construction from Fox Valley Technical College and we take pride in doing quality work.
- In the past, it appears the property was a two-flat that was then converted to a single-family by boarding off the exterior entrance and opening a new doorway in the interior. If our conditional permit is approved, we would like to convert the home back into its original use as a duplex, close that interior doorway off, and make the exterior door usable again.
- Some of the things that will be done upon approval include; paving the parking areas in the backyard so there is off-street parking, separating the heating and cooling controls by level, and adding a stove outlet in the upper-level kitchen area.
- We plan to paint and stain the house in the spring, replace the wood and railings on the porch, and do some landscaping. We are excited to help improve the appeal of our neighborhood and provide more housing to help the city grow and develop.

**STAFF COMMENTS:**

The property currently has a one-car garage. The applicants appear to be parking vehicles, storing a boat and a trailer on a gravel/grass driveway/parking lot in the backyard. Any areas used for parking of vehicles and/or storing trailers and/or recreational equipment are to be

paved. Applicant will be required to pave this gravel driveway/parking lot. Staff will be recommending a date of September 30, 2023. The Plan Commission may discuss this date with the applicant or what the applicant's plans are to address this issue.

Applicant will obtain all required permits/approvals prior to constructing the driveway/parking lot including but not limited to building permit, site plan, storm water, etc.

The Assessor's Office records indicate the home was previously used as a duplex prior to being converted into a single-family dwelling.

Applicant needs to be aware, that they will need to meet all current dwelling codes prior to receiving permission to use/occupy this property as a duplex.

### **ACTION REQUESTED:**


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

1. 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.
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. All areas used for parking/maneuvering of vehicles shall be paved (including boats, trailers, etc.). Applicant shall pave and landscape the all gravel areas on property by September 29, 2023.
5. Applicant will obtain all required permits/approvals prior to constructing the driveway/parking lot including but not limited to building permit, site plan, storm water, etc.
6. 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 Application and required attachments.



	<b>CITY OF SHEBOYGAN</b>  <b>APPLICATION FOR CONDITIONAL USE</b>	Fee: <u>\$250.00</u>
		Review Date: _____
		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) <u>Abigail Lesperance</u>		Authorized Representative	
Mailing Address <u>2002 N 20<sup>th</sup> Street</u>		City <u>Sheboygan</u>	Title <u>owner</u>
State <u>WI</u>		ZIP Code <u>53081</u>	
Email Address <u>abbylesperance@gmail.com</u>		Phone Number (incl. area code) <u>(920)-286-3609</u>	
<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	
Mailing Address		City	Title
State		ZIP Code	
Email Address		Phone Number (incl. area code)	
<b>SECTION 3: Project or Site Location</b>			
Project Address/Description <u>2002 N 20<sup>th</sup> Street, Sheboygan, WI 53081</u>			Parcel No.
<b>SECTION 4: Proposed Conditional Use</b>			
Name of Proposed/Existing Business:			
Existing Zoning:		<u>Neighborhood Residential 6 - District</u>	
Present Use of Parcel:		<u>Single family</u>	
Proposed Use of Parcel:		<u>Two Flat</u>	
Present Use of Adjacent Properties:		<u>Single family</u>	
<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) <u>Abigail Lesperance</u>		Title <u>owner</u>	Phone Number <u>(920)-286-3609</u>
Signature of Applicant <u>Abigail Lesperance</u>		Date Signed <u>3/6/23</u>	

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.

March 6, 2023

City of Sheboygan Plan Commission,

My fiance Samuel Lepak and I just bought the house on 2002 N 20th Street in Sheboygan, Wisconsin and we are applying for a conditional use permit to use the dwelling as a two-flat.

We would like to renovate the property and reside in the lower half as well as rent out the upper half. Sam and I both have technical degrees in Residential Construction from Fox Valley Technical College and we take pride in doing quality work.

We are aware of the steps we need to take to separate the dwellings and if we are approved, we will be doing everything we can to bring the home up to code and make it a safe and legal place to live.

In the past, it appears the property was a two-flat that was then converted to a single-family by boarding off the exterior entrance and opening a new doorway in the interior. If our conditional permit is approved, we would like to convert the home back into its original use as a duplex, close that interior doorway off, and make the exterior door usable again.

Some of the things that will be done upon approval include; paving the parking areas in the backyard so there is off-street parking, separating the heating and cooling controls by level, and adding a stove outlet in the upper-level kitchen area.

We plan to paint and stain the house in the spring, replace the wood and railings on the porch, and do some landscaping. We are excited to help improve the appeal of our neighborhood and provide more housing to help the city grow and develop.

Thank you for your consideration,

*Abigail Yperance*  
*Sam Lepak*

2002 N 20th Street  
Sheboygan, WI 53081

(920)-286-3609  
(920)-422-8033

[abbylesperance@gmail.com](mailto:abbylesperance@gmail.com)  
[samlepak47@gmail.com](mailto:samlepak47@gmail.com)



Front of house exterior:

The lower half of the house will be painted, the upper half cedar shakes will be stained, the porch will be redone, some landscaping will be done, and a railing will be added next to the concrete stairs.





First-floor kitchen:

All paneling will be removed, cabinets and countertops will be replaced, drop ceilings will be removed, new lighting will be installed, and a coat of fresh paint for the walls and trim.



### First-floor bathroom

Paneling will be removed, fresh paint to the walls and trim, new vanity put in, and new flooring will be done.





First-floor dining room, living room, and bedrooms  
Hardwood floors under the carpet will be refinished, drop ceilings will be removed, and fresh paint will be added to walls and trim.



### Second-floor kitchen

New cabinets will be installed, the hardwoods under the flooring will be refinished, and fresh paint will be added to the walls and trim.



### Second-floor bathroom

New flooring will be installed, the clawfoot tub removed and a shower will be added in place of the closet, washer/dryer hookups will be added, new vanity will be installed, new lighting will be installed, and fresh paint on the walls and trim.





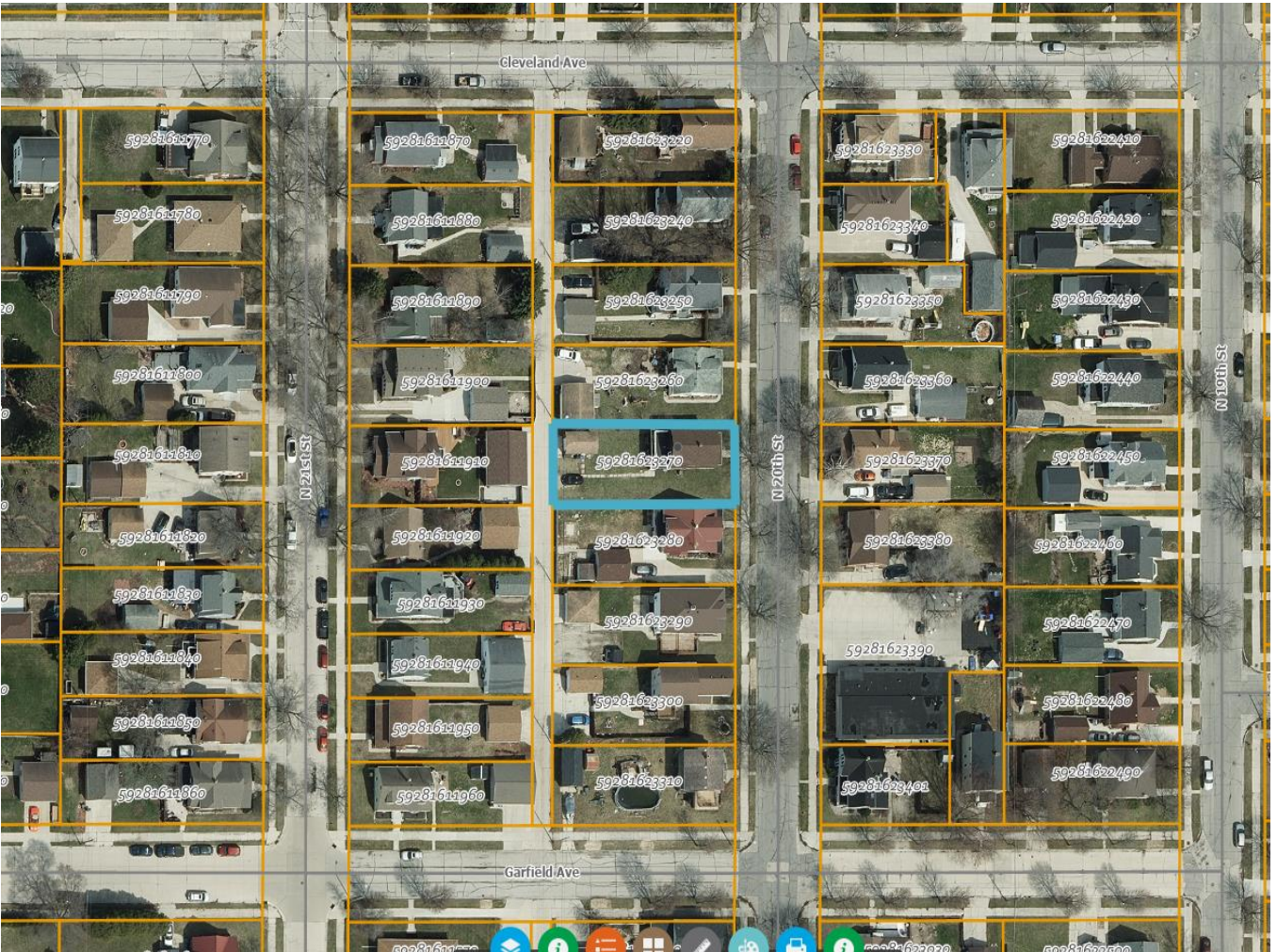
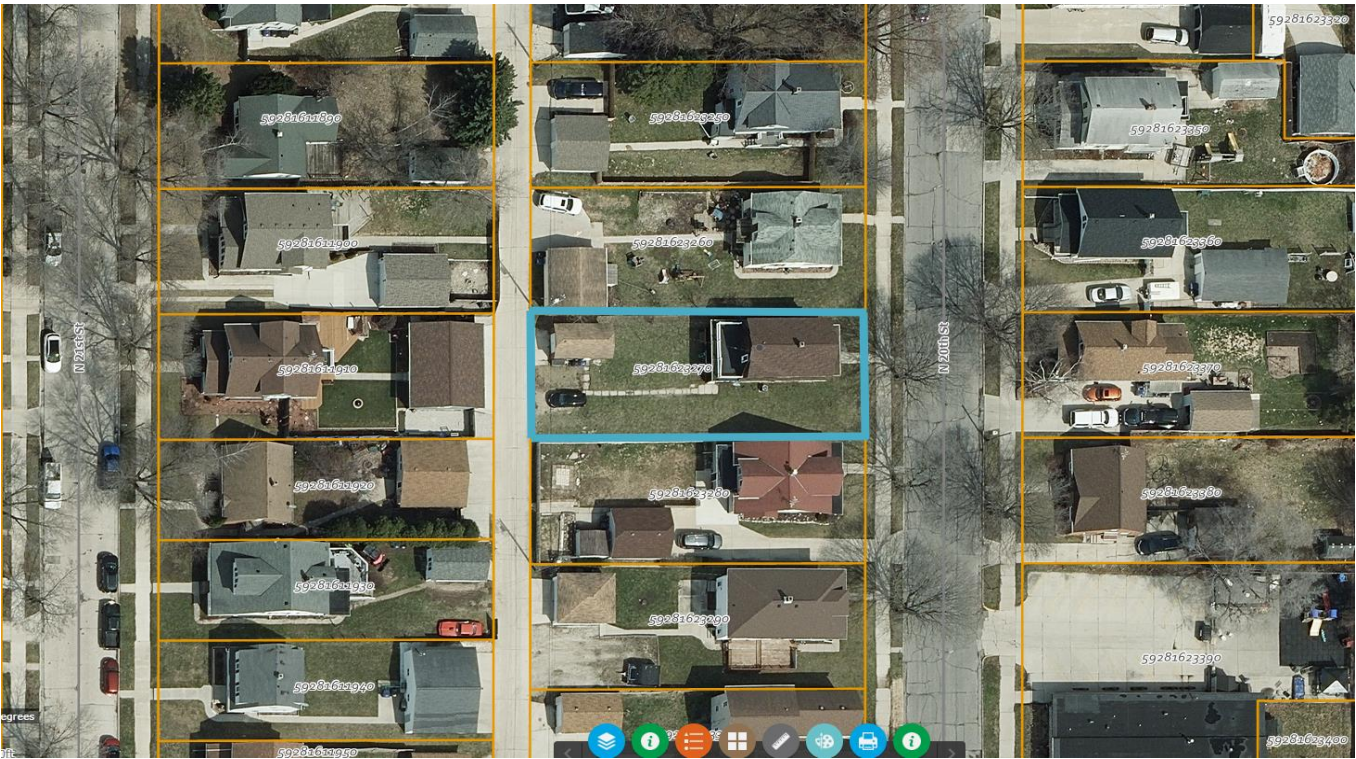
Second-floor dining, living room, and bedroom  
Hardwood floors will be refinished, new lighting, and fresh paint



Backyard garage and parking area  
A new slab will be poured for off-street parking.



















## CITY OF SHEBOYGAN

## REQUEST FOR PLANNING COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use and Sign Permit with exceptions by Graphic House to install new signage at Associated Bank located at 1217 N. Taylor Drive. SO Zone

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

---

**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 2023

---

**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:**

Graphic House is proposing to install new signage at Associated Bank located at 1217 N. Taylor Drive. The applicant states:

- Graphic House is looking for permission to update the existing signs at 1217 N. Taylor Drive due to the reimaging/rebranding that Associated Bank is doing at all of their locations.
- The new sign designs will aesthetically look far better than existing and this cleaner more appealing look should enhance the banks property.
- Associated Bank is proposing to increase the height of the three (3) existing directional signs by six (6) inches with the total increase in square footage to be an additional four (4) square feet. The thought is that this small increase in size and height of these directional signs height and size will make it easier and safer for clients to identify the location entrances to the bank at this very busy Taylor Drive and Wilgus Avenue intersection.

The sign replacement package includes:

**Two (2) monuments:**

- 72sf (7.2 x 10) internally lit monument signs.
- 9.3 feet tall.
- Signs advertise Associated Bank, the drive up ATM and the address.

- Sign at the southwest corner of the site (the intersection) is located approximately 19 feet to the sidewalk and 24 feet to the intersection.
- Sign at the northwest corner of the site appears to be located 21.5 feet to the sidewalk.

Three (3) directional signs:

- 12sf (3.2 x 3.8) directional signs.
- Five (5) feet tall.
- Signs advertise Associated Bank, Drive-Thru, ATM and parking.
- Two (2) directional signs located by entrance/exit drive along Wilgus and one (1) directional sign located at the entrance/exit drive along Taylor Drive.

Two (2) ATM signs:

- 5.6sf (1. X 5.6) face replacement signs to the ATM.
- Signs advertise Associated Bank, Drive-Up ATM.

**STAFF COMMENTS:**

Applicant is requesting the following exceptions:

- To install two (2), 9.3 foot tall monument signs - Maximum eight (8) foot tall monument sign.
- To install three (3), 12sf directional signs - Maximum nine (9) square foot directional sign.

Wilgus Drive and S. Taylor Drive is a very busy intersection with various turning movements. The applicant's proposal is to update the looks of the signs but also to increase the visibility of the signs to make it easier for their clients to identify the site and the entrances that lead to and from the bank property.

Applicant believes the new sign exceptions are justified because the new signage will provide a fresh new look to the bank but more importantly will provide motorists clearer and safer access to the bank at this very busy intersection.

**ACTION REQUESTED:**

Staff recommends approval of the conditional use/sign permit and exceptions subject to the following conditions:


1. Applicant shall obtain the necessary sign permits prior to installation.
2. The maximum height of the monument signs is 9.3 feet tall (highest point of sign to grade). It is the applicant's/owner's responsibility to insure the sign meets this height requirement.
3. The monument signs shall meet the required 12 foot setback from all property lines (closest edge of sign to property line) and the 15 foot vision triangle at the intersection. It is the responsibility of the applicant to insure the sign meets the required sign setbacks.



4. The directional signs will be a maximum of 12.2sf. It is the applicant's/owner's responsibility to insure the sign meets this square footage requirement.
5. The free standing signs shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
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 remove all existing sign as proposed per the approved plans.
8. All temporary signage/banners shall be removed prior to sign permit issuance.
9. Any additional signage for this facility shall be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (exception, sign permits, etc.).
10. If there are any amendments to the approved sign or location, the applicant will be required to submit a new conditional use application reflecting those amendments.

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

	<p align="center"><b>CITY OF SHEBOYGAN</b></p> <p align="center"><b>APPLICATION FOR CONDITIONAL USE</b></p>	<p align="right">Item 7.</p>	
		<p>Fee: \$250.00</p>	
		<p>Review Date: 3/28/23</p>	
		<p>Zoning: 50</p>	

Email - lea@graphichouseinc.com

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

**SECTION 1: Applicant/ Permittee Information**

Applicant Name (Ind., Org. or Entity) Graphic House	Authorized Representative Lisa Verick	Title Project Manager	
Mailing Address 8101 International Drive	City Wausau	State WI	ZIP Code 54401
Email Address lisap@graphichouseinc.com	Phone Number (incl. area code) 715-842-0400		

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

Applicant Name (Ind., Org. or Entity) Associated Bank	Contact Person Rud Krzywicki	Title	
Mailing Address 1217 N Taylor Drive	City Sheboygan	State WI	ZIP Code 53081
Email Address rud.krzywicki@associatedbank.com	Phone Number (incl. area code) 715-548-0040		

**SECTION 3: Project or Site Location**

Project Address/Description 1217 N Taylor Drive - Associated Bank	Parcel No.
--	------------


**SECTION 4: Proposed Conditional Use**

Name of Proposed/Existing Business:	Associated Bank
Existing Zoning:	
Present Use of Parcel:	Business - Bank
Proposed Use of Parcel:	Business - Bank
Present Use of Adjacent Properties:	

**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) Meuss Verick	Title PROJECT MANAGER	Phone Number
Signature of Applicant 	Date Signed 3-2-2023	

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.



**CORPORATE OFFICE 8101 INTERNATIONAL DR., WAUSAU, WI 54401  
TELEPHONE: 715-842-0402**

March 3, 2023

Project: Updating existing Signage for Associated Bank

Location: 1217 N Taylor Drive

To whom it may concern,

We are looking for permission to update the existing signs at this location stated above to the reimagining that Associated Bank is doing for their new branding. They are doing this throughout all of their locations.

The new signs will aesthetically look far better than existing which will also enhance the businesses in the area with a cleaner look and would not have any negative impact to the area.

We have increased the Height of the (3) existing directional signs by 6 inches with the total increase in square footage to be an additional 4 square feet with the thoughts that at this busy intersection the visibility for vehicles and customers to have clear vision of where to enter the business. We feel it would help with the safety of all motorists.

We feel that the variance is justified to help both the motorists, client and the City to update older signs with a fresh new look and clear direction to the business.

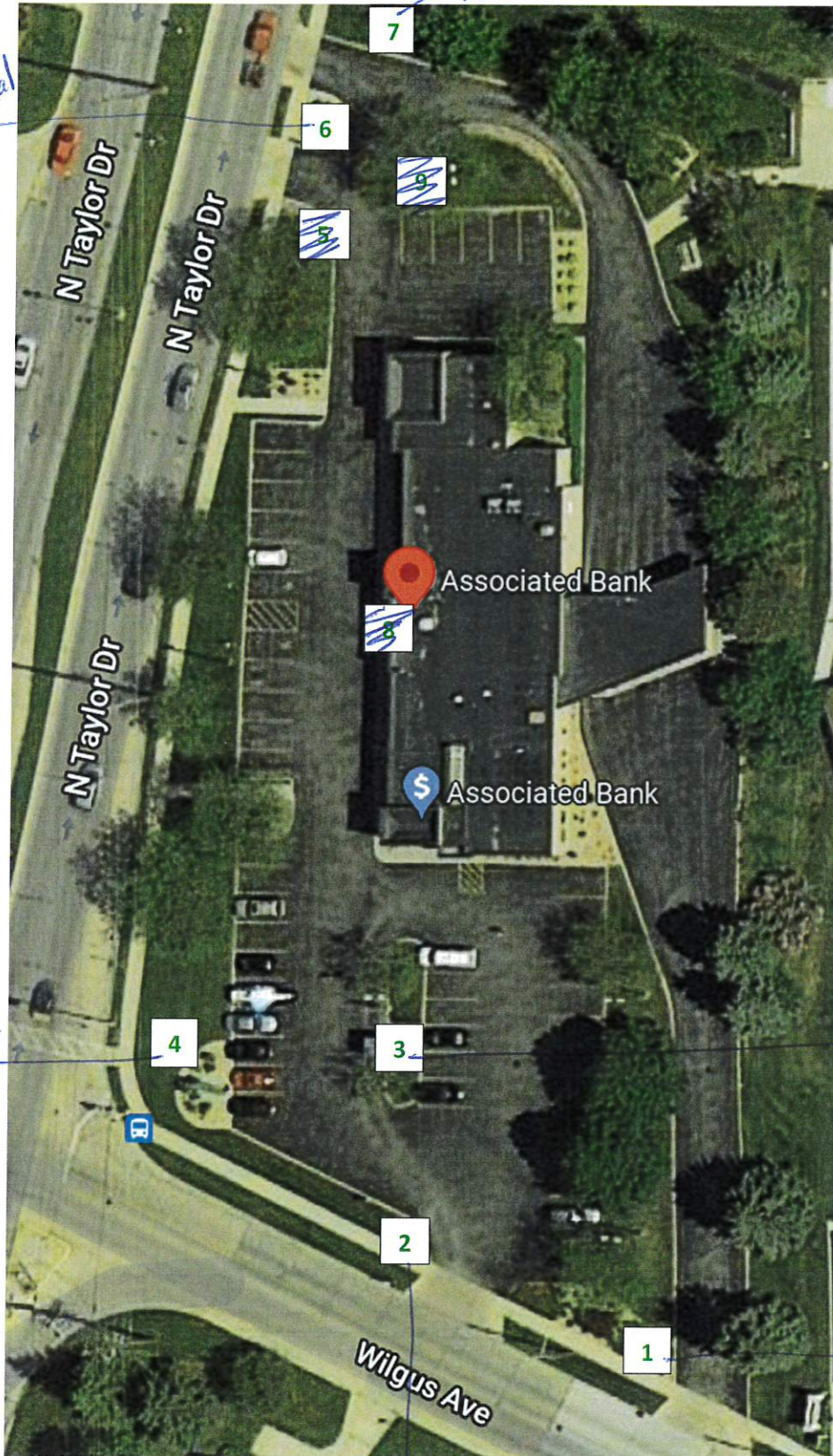
Thank you for your consideration,

Lisa Verick  
Graphic House  
Project Manager



directional

monument



ATM

directional

directional



CUSTOM SIGNS

GRAPHIC HOUSE

NATIONAL SIGN FIRM

SINCE 1976

8181 International Dr  
Wausau, WI 54401

715-842-0462  
www.graphichouseinc.com

CLIENT

ASSOCIATED BANK  
1217 N. TAYLOR DRIVE  
SHEBOYGAN, WI

SALES REP  
NATL.

DATE  
1-19-2023

QUOTE NUMBER  
25659

JOB NUMBER  
XXX

SALES AUTH:

DESIGNER  
NN

REVISION  
JMK  
2-9-2023-A

MS-70

D/F KIT MONUMENT

A FORMED ALUM. CABINET w/ RADIUS ON RIGHT SIDE. LIT w/ WHITE LED's

B ROUTED COPY BACKED w/ 1/4" CLEAR ACRYLIC (1/8" FLUSH PUSH-THRU) & VINYL

C ALUM FORMED LOWER ACCENT w/ RADIUS ON RIGHT SIDE

D ROUTED COPY BACKED w/ 1/4" WHITE ACRYLIC (1/8" FLUSH PUSH-THRU)

E ALUM. FORMED REVEAL

F EXISTING SIGN BASE TO BE REUSED

P1 - White

P2 - Match 3630-156 Vivid Green Vinyl

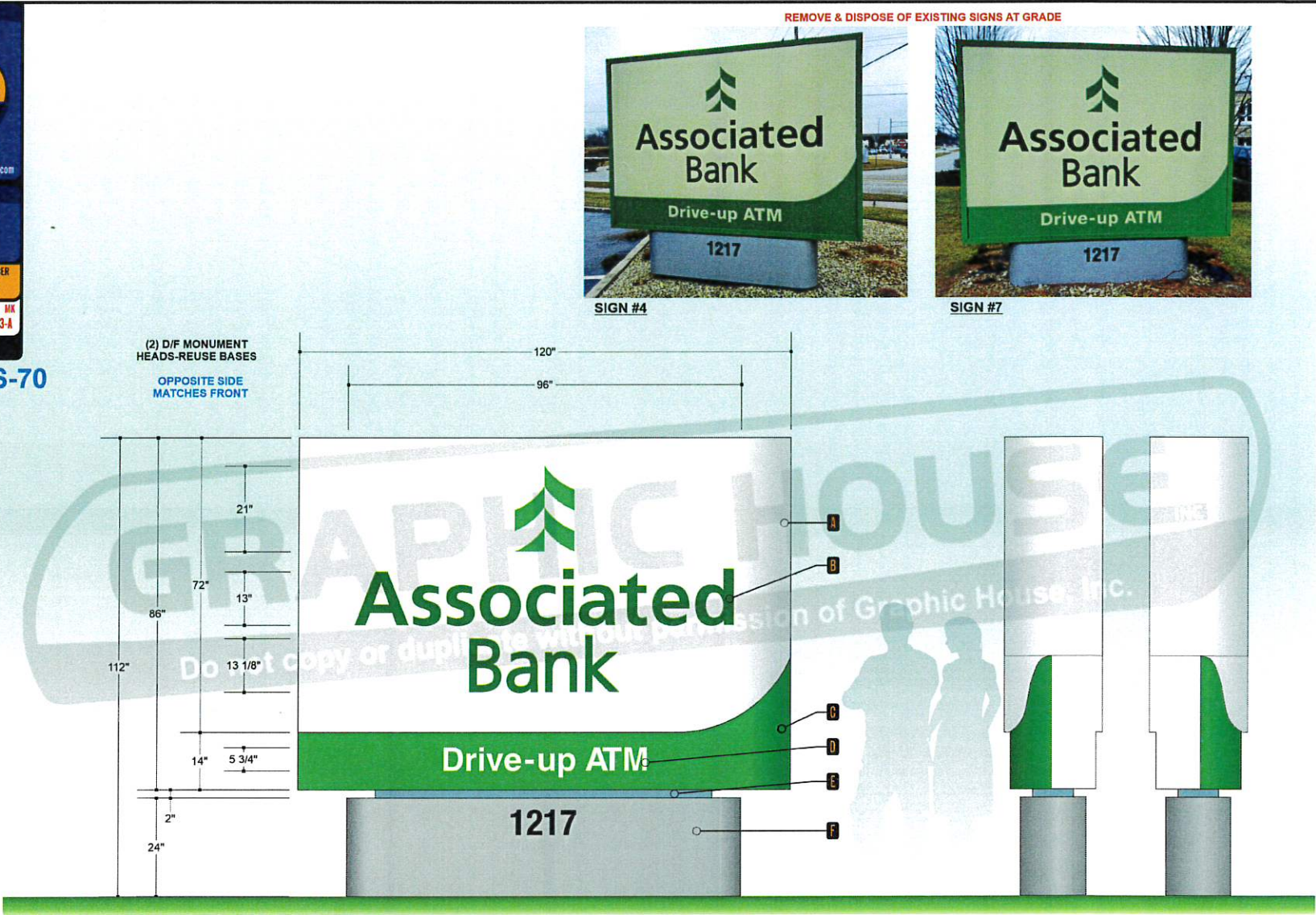
P3 - MP 41-342 Metallic Silver

White Polycarbonate

V1 - 3630-76 Holly Green Vinyl

V2 - 3630-156 Vivid Green Vinyl

V3 - 7725-12 Black Vinyl



CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

ALL RIGHTS RESERVED THIS IS AN ORIGINAL DESIGN CREATED BY GRAPHIC HOUSE, INCORPORATED. THE SUBMITTED DESIGN IS ORIGINAL AND IS PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES, TITLE 17 UNITED STATES CODE. YOU AGREE NOT TO COPY, PHOTOGRAPH, MODIFY OR SHARE DIRECTLY OR INDIRECTLY ANY OF THE FOREGOING HELD BY YOU WITH ANY OTHER PARTY NOR WILL YOU PERMIT ANY THIRD PARTY TO DO ANY OF THE FOREGOING WITHOUT THE WRITTEN CONSENT OF GRAPHIC HOUSE, INC. A DESIGN FEE OF NOT LESS THAN \$5000 WILL BE INVOICED IF THIS DRAWING IS SHARED OR COPIED BY ANYONE WHILE IN YOUR POSSESSION. THIS DOES NOT EXCLUDE ADDITIONAL COMPENSATION THAT MAY BE AWARDED DUE TO COPYRIGHT INFRINGEMENT.

RELEASE AUTH:

PLEASE REVIEW SPECS & PROOF CAREFULLY - CHECK FOR TYPOGRAPHICAL ERRORS & OMISSIONS, LAYOUT ACCURACY, ETC. CUSTOMER HAS SOLE RESPONSIBILITY TO CORRECT ANY ERRORS. DISCLAIMER: THE INK COLORS SHOWN IN THIS RENDERING PROVIDE CONCEPTUAL COLORS & GRAPHICS LOCATIONS ONLY. THE COLORS MAY NOT MATCH THE ACTUAL AUTOMOTIVE PAINTS, PANTONE OR VINYL COLORS THAT WILL BE USED ON OR IN THE SIGN(S) SHOWN. ALL SIZES, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL PRODUCT.



CUSTOM SIGNS

GRAPHIC HOUSE

NATIONAL SIGN FIRM

SINCE 1976

8101 International Dr

Wauwatosa, WI 54101

715-841-0402

www.graphichouseinc.com

CLIENT

ASSOCIATED BANK

1217 N. TAYLOR DRIVE

SHEBOYGAN, WI

SALES REP

NATL.

DATE

1-19-2023

QUOTE NUMBER

25659

JOB NUMBER

XXX

SALES AUTH:

XX

DESIGNER

WN

REVISION

MA

2-9-2023-A

MS-70

(2) D/F MONUMENT HEADS-REUSE BASES

OPPOSITE SIDE MATCHES FRONT

120"

96"

21"

72"

86"

112"

13"

13 1/8"

14"

5 3/4"

2"

24"

Associated Bank

Drive-up ATM

1217

P1 - White

P2 - Match 3630-156 Vivid Green Vinyl

P3 - MP 41-342 Metallic Silver

White Polycarbonate

V1 - 3630-76 Holly Green Vinyl

V2 - 3630-156 Vivid Green Vinyl

V3 - 7725-12 Black Vinyl

REMOVE & DISPOSE OF EXISTING SIGNS AT GRADE

SIGN #4

SIGN #7

CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

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RELEASE AUTH: \_\_\_\_\_

48




**LIT DIRECTIONALS**


**A** ALUM. FORMED CABINET w/ RADIUS ON RIGHT SIDE. LIT w/ WHITE LED'S. (PAINTED 2 COLORS)


**B** ROUTED COPY & LOGO BACKED w/ 3/16" WHITE ACRYLIC


**C** GREEN VINYL COPY


**D** FORMED ALUM. CLADDING w/ RADIUS ON BOTH ENDS

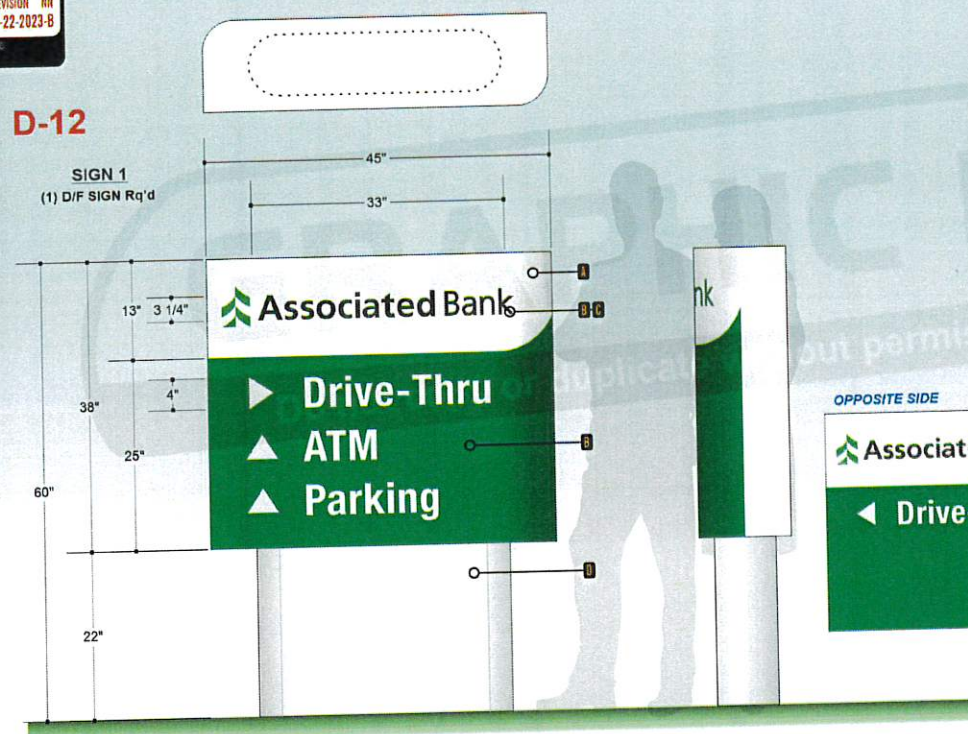
 P1 - White

 P2 - Match 3630-156 Vivid Green Vinyl

 Lit White Acrylic

 V1 - 3630-76 Holly Green Vinyl

 V2 - 3630-156 Vivid Green Vinyl



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CUSTOM SIGNS

GRAPHIC HOUSE

NATIONAL SIGN FIRM

SINCE 1976

8101 International Dr

Wausau, WI 54401

715-842-8402

www.graphichouseinc.com

CLIENT

ASSOCIATED BANK

1217 N. TAYLOR DRIVE

SHEBOYGAN, WI

SIGN REP

NATL.

DATE

1-19-2023

QUOTE NUMBER

25660

JOB NUMBER

XXX

SIGN AUTH:

XX

DESIGNER

NN

REVISION

0-0-0000

FACE REPLACEMENTS FOR (4) SIGNED SIGN

WHITE POLYCARBONATE FACES

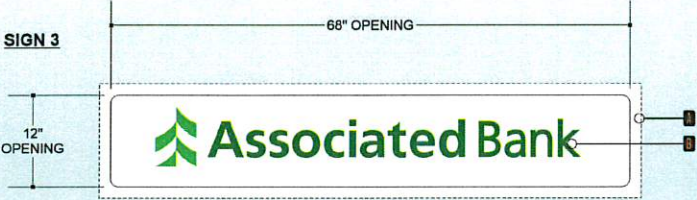
VINYL GRAPHICS

REMOVE & DISPOSE OF OLD FACES

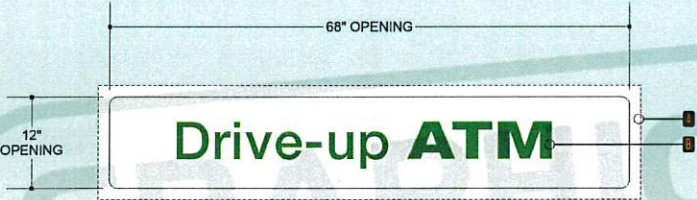
White Polycarbonate

V1 - 3630-76 Holly Green Vinyl

V2 - 3630-156 Vivid Green Vinyl



(2) FACE REPLACEMENTS Rq'd



(2) FACE REPLACEMENTS Rq'd



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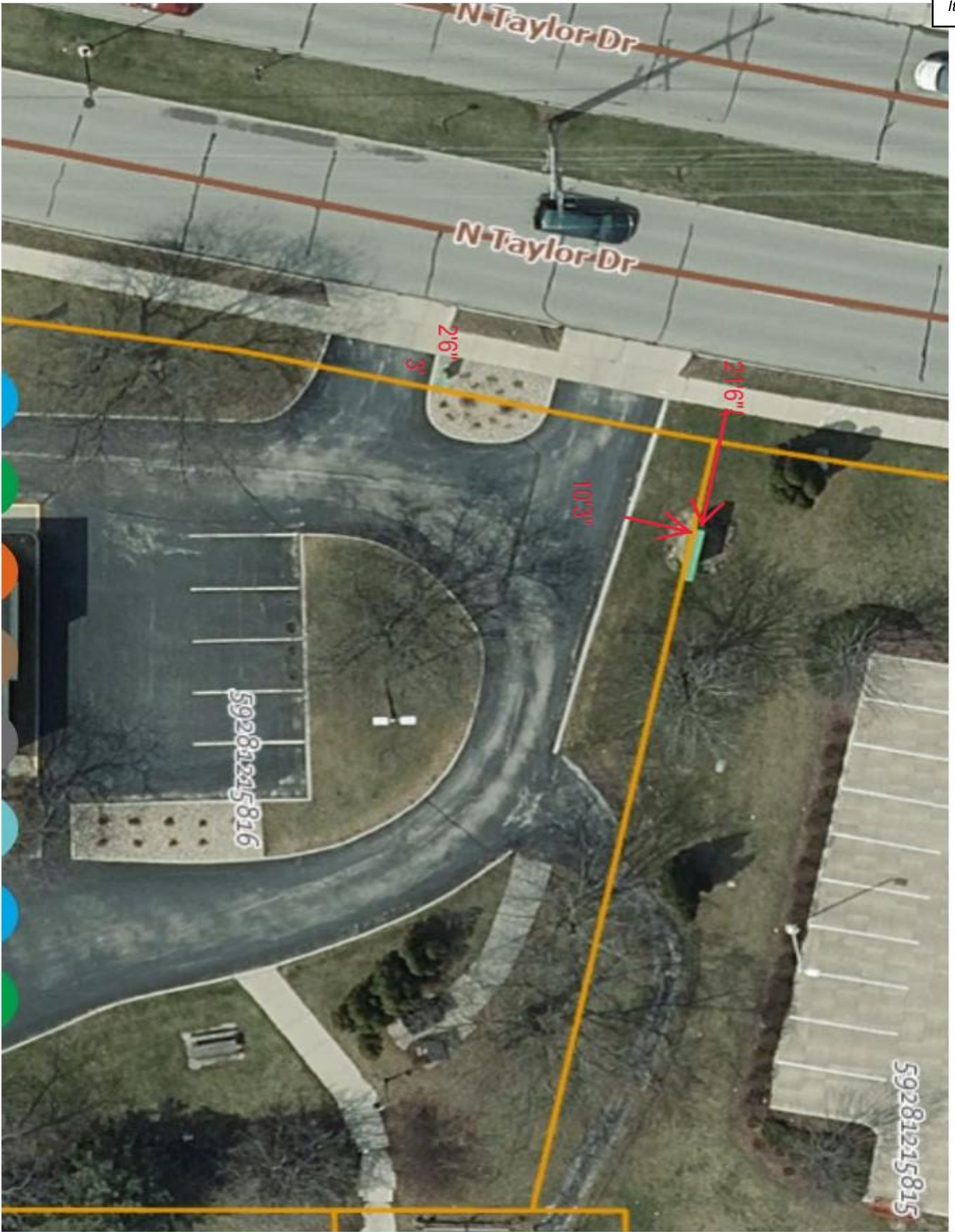
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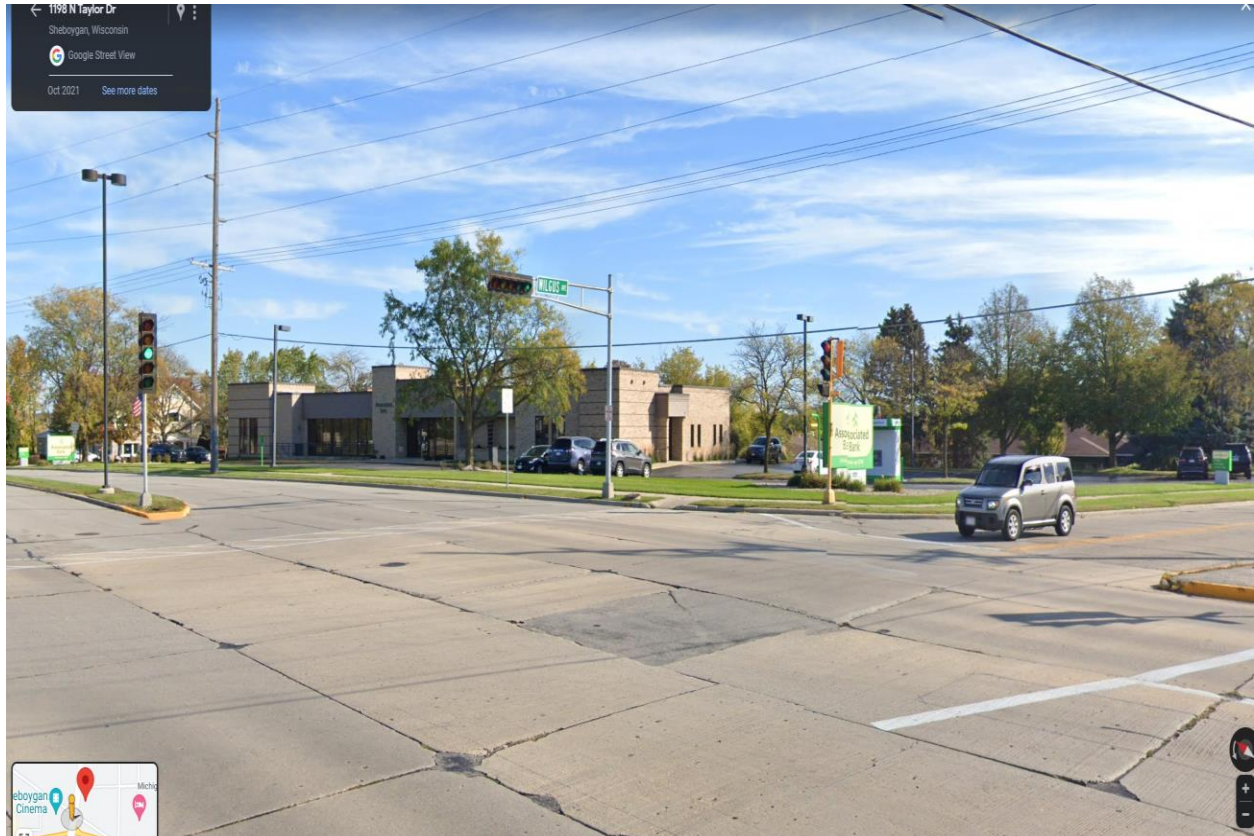
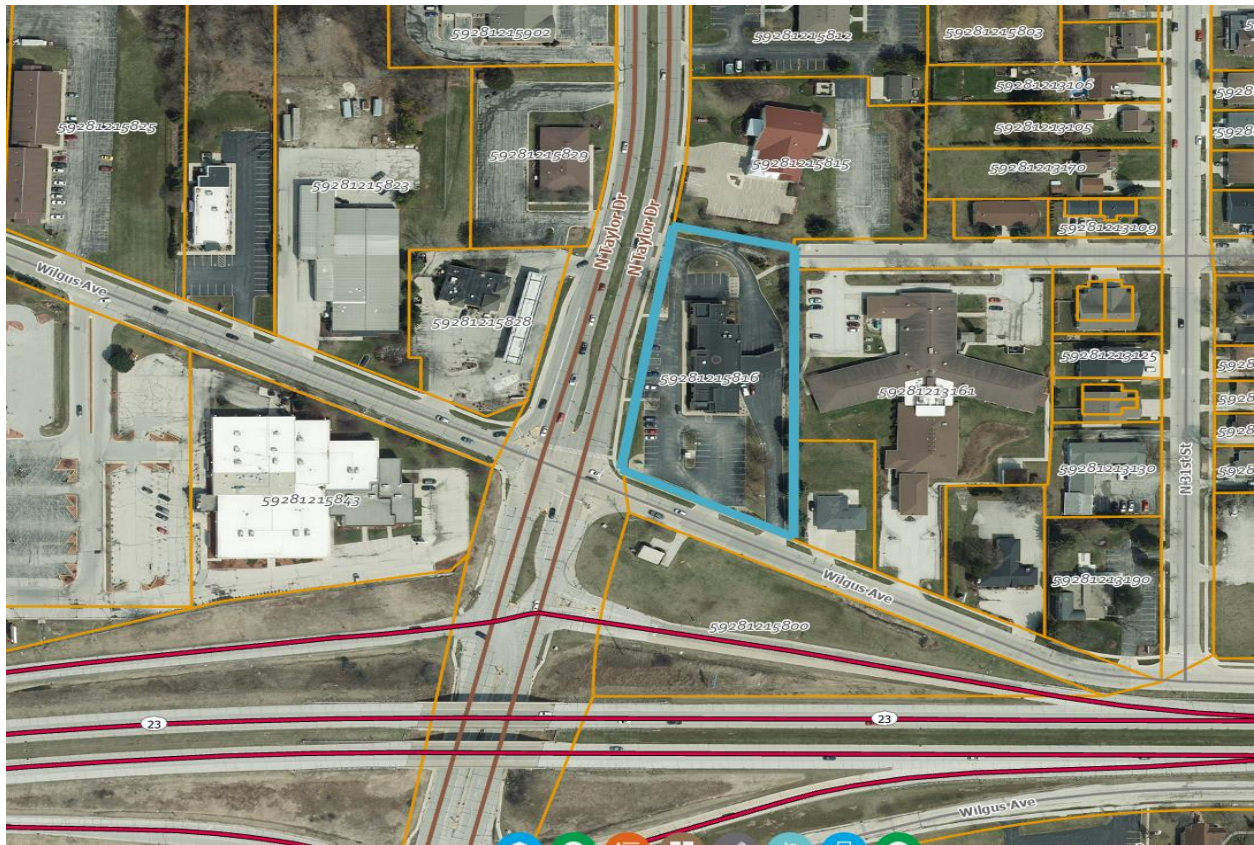
RELEASE AUTH: \_\_\_\_\_



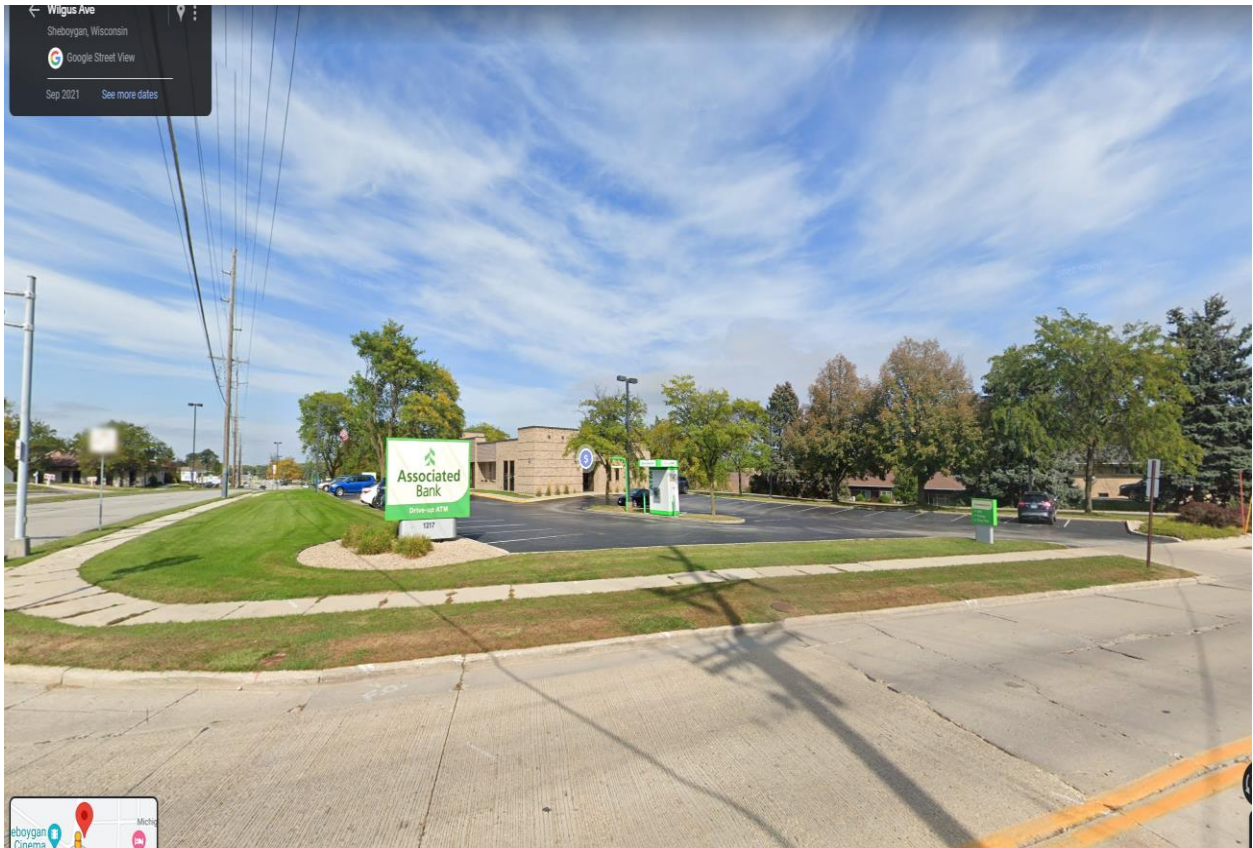


















## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

**ITEM DESCRIPTION:** Application for Conditional Use Permit with exceptions by HR Construction Company to construct and operate a new car wash, quick lube and emission testing facility at the Sheboygan Auto Group property located at 2701 Washington Avenue (the Sheboygan Chrysler Center). SC Zone

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

**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 2023

**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:**

In September of 2022, the Plan Commission approved a conditional use permit by HR Construction Company to construct and operate a new car wash, quick lube and emission testing facility at the Sheboygan Auto Group property located at 2701 Washington Avenue (the Sheboygan Chrysler Center). However, due to budgeting constraints, the 1-carwash bay (16') on the east side of the building has been removed. The project is now being resubmitted to obtain new approvals with the updated design and the applicant states the following:

- Presently there is the Sheboygan Chrysler Center 2-bay carwash facility and the Sheboygan Quick Lube Plus 4-bay quick lube facility located at 2701 Washington Avenue (in addition to the auto sales/repair facilities). These are two (2) separate facilities.
- Sheboygan Auto Group is proposing to demolish the existing two (2) buildings in order to construct one (1) new facility. The new facility would incorporate these services into one (1) new building (car wash, quick lube and emission testing services).
- The new building will be 7,314 sf (64 x 113) and is proposed to be constructed in approximately the same general location of the demolished buildings. Site disturbance will total 0.70 acres.
- The car wash/quick lube facility will be open Monday-Friday, 7 AM – 5:30 PM. Saturday, 7:30 AM – 12:00 PM. Projected number of daily customers: +/-100

- The current number of employees at the facility is 15-20. No new additional employees proposed as part of the project.
- The new facility will be available for use by the general public via drive-through service for emissions, instant oil change and instant car wash.
- The estimated value of the project is approximately \$2.8 million.
- The proposed development timeline is a March 2023 start with an anticipated completion date of September 2023.
- The location on Washington Avenue is a heavily traveled commercial corridor through the City with excellent visibility and access.

Item 8.

The applicant states the following about site and building improvements:

- No new access changes are proposed. The existing ingress/egress drives will remain as currently constructed and will continue to provide adequate service to the site.
- No new parking changes are proposed. However, there will be new paving and parking proposed where the existing service building is, and the entire lot is planned to restriped. The proposed parking configuration will gain some spaces where the existing service building is, but ultimately will lose spaces for the extended queue length.
- Landscaping will be provided in accordance with the City ordinance, in an approach which ensures species resiliency and complimentary aesthetics. Consistent with the existing landscaping variance for the site, bufferyards will not be provided due to the existing paving extents onsite. New landscaping will be provided within the islands adjacent to the building.
- Site lighting will comply with the City ordinance in a fashion that provides appropriate light intensity for safety with cut-off fixtures for minimal light trespass.
- New utility connections will be made onsite to the existing utility services.
- Bulk Oil will be stored in a containment area in the basement of the new facility. Waste oil will also be stored in this manner. All fluids stored in bulk will be filled or removed (bulk oil) about once every two months based on current and projected demand.

The applicant states the following about the architecture:

- The proposed development will include a single-story building with a 7,314sf footprint, and vehicle queue lanes for entering/exiting the service/carwash facility.
- Exterior finishes will be made of a mixture of pre-finished metal wall panels, as well as aluminum with clear glazing. The roof will have parapet wall heights that screen any rooftop equipment.
- Exterior finishes will be made of a mixture of EIFS, Aluminum Composite Material (ACM) panels (colors of champagne, black and light bronze) and aluminum with clear glazing.



- The shape of the building is designed to illustrate hierarchy and separation between the three elements of the facility (Lobby, Service, Car Wash) rather than portray as a singular overbearing mass so close to the street. Variations in color and depth of the envelope system, while also attributing to breaking up the larger mass into smaller pieces, uses similar materials and colors as the adjacent dealerships on the site. The addition of a tertiary accent color relates to each dealership having their own accent colors, but different enough as the new facility is agnostic of a specific automotive brand. The use of large glass overhead doors aligned on the north and south facades allow light and line-of-sight to travel through the façade, further softening the visual impact of an otherwise solid mass.
- Rooftop mechanicals will be screened with a building parapet and the exterior transformer will be screened with plantings.
- The proposed additional service and carwash building proposes to add six (6) additional on-building signs for the purpose of identification, direction, and advertising necessary to alert business patrons of location, services, and products provided at this specific site. This will include the signage shown on the proposed north and south elevations along with smaller way-finding signage over each bay door on the entry side of the facility (south / non street side) so that customers can identify the three (3) lube bays from the emission test bay. This building mounted signage will be permitted separately by the chosen sign vendor.
- The architectural style of the building will fit in and compliment surrounding commercial developments.

#### **STAFF COMMENTS:**

The Plan Commission should be aware that the new buildings functional front is the south side of the building facing the interior of the lot and the functional rear is the north side of the building facing Washington Avenue. Thus, it will be important that the rear/north elevation and east and west side elevations are well designed because these are the views of the building you will see from Washington Avenue.

The applicant indicates there will be building signage to be installed but has not provided a sign package at this time. Thus, applicant shall work with staff with regards to appropriate signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.

The applicant is requesting the following land use exceptions:

- Requesting an exception to have six (6) more wall signs than what is permitted – Maximum permitted number of wall signs permitted is four (4) for all facilities on the property.

The maximum number of wall signs is four (4) for the entire property so the applicant is applying for sign exceptions/variances for this facility because the Sheboygan Chevy facility already has more than four (4) wall signs.

- Requesting an exception from the locational landscaping and bufferyard requirements - Applicant shall meet the four (4) locational landscaping requirements.

- Requesting an exception to the landscape ratio of 25% - Minimum landscape ratio required is 25%

Item 8.

The Plan Commission may want to have the applicant address the following:

- The applicant writes that there will be no dumpster enclosure, however, the site plan shows a location (northwest corner of the building) and a design (masonry). The Board may just want the applicant to verify that a dumpster enclosure is going to be constructed as depicted on the plans (gate material?).
- Presently there is a dumpster and a vacuum as you exit the wash facility. Will there be a vacuum installed and if so where will it be located? If there is a vacuum to be installed, the preference would be for the vacuum to be located interior to the facility parking lot (south of building) instead of along the Washington Avenue frontage.
- Appears there will be a large transformer on the east side of the building. Will the transformer be properly screened with the proposed landscaping?

### **ACTION REQUESTED:**

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

1. Prior to building permit issuance, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, health, DNR, hazardous materials, etc. (Applicant shall be in contact with building inspection, fire, police, etc.). An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall obtain all necessary razing permits for all structures to be demolished. Once structures have been demolished, the applicant will maintain the site in a clean and dust free condition. If the applicant demolishes the building but does not move forward with the project, the applicant shall be required to landscape the property with grass in a timely fashion (property will not be left in a disturbed state).
3. Applicant shall obtain all necessary permits for the construction, the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire department, etc.).
4. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc.
5. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
6. Submittal and approval of a landscape plan prior to building permit issuance. Landscape plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Landscaping shall be installed prior to occupancy.
7. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Dumpster enclosure shall be completed prior to issuance of an occupancy permit.
8. Outdoor storage of materials, products or equipment shall be prohibited.
9. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, generators, transformers, etc.).



10. If vacuums are proposed to be installed, the applicant shall work with staff with regard and proposed vacuum(s) to be installed (number, location, etc.). If staff has any concerns with proposed vacuums, the matter may be brought back to the Plan Commission for their consideration. Item 8.
11. Any unused mechanical boxes, equipment, vacuums, etc. shall be removed from the site.
12. 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.
13. Applicant shall work with staff with regards to appropriate signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
14. Applicant shall install individual letter signs – no cabinet or flat panel signs.
15. All areas used for parking/maneuvering of vehicles shall be paved.
16. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
17. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications.
18. The parking lot and drives shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts. The site shall be curbed.
19. 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.).
20. 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, drop off lane, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
21. Applicant will provide adequate public access along all streets and sidewalks and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development (utilities, streets, etc.).
22. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
23. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
24. 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).
25. Applicant is responsible for all required easements, agreements, etc. between the property owners including but not limited to shared parking, access, utilities, storm drainage, etc.
26. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building plans.
27. 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 application reflecting those amendments.

## **ATTACHMENTS:**

Conditional Use and required 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) H & R Construction		Authorized Representative Nate Herbst	
Mailing Address 307 E. 39 <sup>th</sup> Street		City South Sioux City	
Email Address nherbst@hnrco.com		Phone Number (incl. area code) 712-203-0394	
Title Owner Representative			
State NE		ZIP Code 68776	
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)			
Applicant Name (Ind., Org. or Entity) Sheboygan Auto Group		Contact Person John Berger	
Mailing Address 2701 Washington Ave		City Sheboygan	
Email Address John.berger@sheboyganauto.com		Phone Number (incl. area code) 262-305-9081	
State WI		ZIP Code 53081	
Title GM			
SECTION 3: Project or Site Location			
Project Address/Description 2701 Washington Ave		Parcel No. 5928141772	
SECTION 4: Proposed Conditional Use			
Name of Proposed/Existing Business:		Sheboygan Auto Group	
Existing Zoning:		Suburban Commercial District (SC)	
Present Use of Parcel:		Auto dealer, repair center, car wash	
Proposed Use of Parcel:		Same as present use	
Present Use of Adjacent Properties:		Commercial, Railroad, S Business Dr.	
SECTION 5: Certification and Permission			
<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) Nate Herbst		Title Owner's Representative	
Signature of Applicant 		Phone Number 402-412-3550	
<small>Digitally signed by Nate Herbst DN: C=US, E=nherbst@hnrco.com, O=H &amp; R Construction Co., CN=Nate Herbst Date: 2023.03.03 11:55:25-06'00'</small>		Date Signed 3/3/2023	

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.



March 7, 2023

## **CUP & Architectural Review Project Description**

### **PROJECT NAME AND EXISTING SITE ADDRESS:**

Sheboygan Auto Group  
2701 Washington Ave  
Sheboygan, WI 53081

### **PARCEL INFORMATION/ZONING CLASSIFICATION/SITE DATA**

Parcel - 59281431772  
SC-Suburban Commercial District  
Total area of parcel is 10.4 acres

### **EXISTING SITE CONDITIONS/LAND USE:**

- Site is existing Sheboygan Auto Group dealership, repair center, quick lube plus, and car wash.

### **PROPOSED USE:**

- No change in use is proposed.

### **SITE SELECTION**

- Sheboygan Auto Group is already in operation at this parcel.

### **DESCRIPTION OF SITE IMPROVEMENTS:**

- This project previously had Plan Commission approval for a Conditional Use Permit, Architectural Review Board approval, landscape approval and erosion control approval. Due to budgeting, 1 car wash bay (16') on the east side of the building has been removed. The project is being resubmitted to obtain new approvals with the updated design.
- Two (2) existing buildings containing existing car wash facility and quick lube facility to be demolished.
- New building 7,314 SF building proposed in the same general location of the demolished buildings. The new building will contain one (1) location for a car wash, quick lube & emission testing facility.
- No access changes are proposed. However, there will be new paving and parking proposed where the existing service building is, and the entire lot is planned to restriped. The delta between existing and proposed is within a few percent. The proposed parking configuration will gain some spaces where the existing service building is, but ultimately will lose spaces for the extended queue length.
- Site disturbance will total 0.70 acres.
- New utility connections will be made onsite to the existing utility services.
- The project is a redevelopment site with no increase in exposed parking or roads and is therefore exempt from stormwater requirements. Stormwater from the site will be directed towards proposed inlets and will outfall in the ROW. The project will be less than one (1) acre of disturbance, not requiring an NOI with Wisconsin DNR.
- Landscaping will be provided in accordance with the City ordinance, in an approach which ensures species resiliency and complimentary aesthetics. Consistent with the existing

landscaping variance for the site, bufferyards will not be provided due to the existing paving extents onsite. New landscaping will be provided within the islands adjacent to the building.

- Site lighting will comply with the City ordinance in a fashion that provides appropriate light intensity for safety with cut-off fixtures for minimal light trespass.
- Waste enclosure – no new enclosure is needed.
- All required building setback requirements are met.
- Rooftop mechanicals will be screened with a building parapet and the exterior transformer will be screened with plantings.

#### EXPLANATION BUSINESS ACTIVITIES:

- The car wash/quick lube facility will be open Monday-Friday, 7 AM – 5:30 PM. Saturday, 7:30 AM – 12:00 PM.
- The current number of employees at the facility is 15-20. No new additional employees are proposed as part of the project.
- The new facility will be available for use by the general public via drive-through service for instant oil change, instant emissions testing. Car washes will be provided within the single east most service bay dedicated to dealership vehicle washes.
- Projected number of daily customers: +/-100
- Bulk Oil will be stored in a containment area in the basement of the new facility. Waste oil will also be stored in this manner. All fluids stored in bulk will be filled or removed (bulk oil) about once every two months based on current and projected demand.

#### PARKING REQUIREMENTS:

- Total Parking Provided: site will be serviced by the existing onsite parking; the new building will not create any additional parking demand.

#### HOW WILL SITE BE SERVICED WITH STREETS AND UTILITIES:

- The existing ingress/egress drives will remain as currently constructed and will continue to provide adequate service to the site.
- A three-quarter inch (3/4") water service line exists to the existing buildings and is proposed to be tied into for the proposed building.
- A six-inch (6") sanitary sewer service line exists for the existing car wash/quick lube and will be connected to with the proposed building.

#### PROPOSED TRAFFIC IMPACTS TO ADJOINING STREETS IN THE NEIGHBORHOOD BASED ON THIS DEVELOPMENT:

- No negative traffic impacts to the neighborhood are anticipated as no change in use is proposed.

#### PROPOSED SIGNAGE:

- No new ground signage is proposed with this project.
- Building signage will be included on the northern and southern elevations. This building mounted signage will be permitted separately by the chosen sign vendor.

#### DESCRIPTION OF THE GENERAL ORIENTATION, DESIGN, ARRANGEMENT, TEXTURE, MATERIAL AND COLOR OF THE BUILDING OR STRUCTURE AND HOW IT IS COMPATIBLE WITH THE DEVELOPMENT IN AND AROUND THE AREA:



- The proposed development will include a single-story building with a 7,314 square foot footprint, and vehicle queue lanes for entering and exiting the service/carwash facility. Exterior finishes will be made of a mixture of pre-finished metal wall panels, as well as aluminum with clear glazing. The roof will have parapet wall heights that screen any rooftop equipment.
- The shape of the building is designed to illustrate hierarchy and separation between the three elements of the facility (Lobby, Service, Car Wash) rather than portray as a singular overbearing mass so close to the street. Variations in color and depth of the envelope system, while also attributing to breaking up the larger mass into smaller pieces, uses similar materials and colors as the adjacent dealerships on the site. The addition of a tertiary accent color relates to each dealership having their own accent colors, but different enough as the new facility is agnostic of a specific automotive brand. The use of large glass overhead doors aligned on the north and south facades allow light and line-of-sight to travel through the façade, further softening the visual impact of an otherwise solid mass.

#### POTENTIAL NUISANCES TO ADJOINING PROPERTY OWNERS:

- The proposed development will have no negative impacts to the neighborhood.
- No outside storage is proposed.
- Site lighting will meet City light intensity requirements and cut-off fixtures will be used for minimal light trespass.
- The architectural style of the building will fit in and compliment surrounding commercial developments.

#### ESTIMATED VALUE OF PROJECT:

- Approximately \$2.8M

#### CONSTRUCTION TIMELINE:

- The proposed development timeline is a March 2023 start with an anticipated completion date of September 2023.

#### VARIANCE REQUESTS

- Exception to the landscape bufferyard requirements is requested; these were previously approved via a landscape variance granted in 2018.
- Exception to the internal landscape/greenspace percentage of 25% is being requested for this portion of the site. This also was approved as a variance with the 2018 plans. The project will slightly decrease impervious area onsite and increase greenspace from the existing amount within the project area.
- Exception to the maximum number of signs for this site is also being requested. Within the Suburban Commercial (SC) Zoning District, a maximum of four (4) on-building signs are allowed for each fronting business for all walls not directly abutting a residentially zoned property. The existing Chrysler, Dodge, Jeep, RAM dealership building currently already exceeds this standard. The proposed additional service and carwash building proposes to add six (6) additional on-building signs for the purpose of identification, direction, and advertising necessary to alert business patrons of location, services, and products provided at this specific site. This will include the signage shown on the proposed north and south elevations along with smaller way-finding signage over each bay door on the entry side of the facility (south / non street side) so that customers can identify the three lube bays from the emission test bay.

HOW IS THE PROPOSED CONDITIONAL USE (INDEPENDENT OF ITS LOCATION) IN HARMONY WITH THE PURPOSES, GOALS, OBJECTIVES, POLICIES AND STANDARDS OF THE CITY OF SHEBOYGAN COMPREHENSIVE MASTER PLAN?

- The City of Sheboygan Comprehensive Plan Future Land Use Map designates this property as “Community Mixed-Use”. The existing and proposed use is consistent with the Plan, provides needed services to the public, and is therefore consistent with the purposes, goals, objectives, policies, and standards of the Plan.

DOES THE CONDITIONAL USE, IN ITS PROPOSED LOCATION, RESULT IN ANY SUBSTANTIAL OR UNDUE ADVERSE IMPACT ON NEARBY PROPERTY, THE CHARACTER OF THE NEIGHBORHOOD, ENVIRONMENT, TRAFFIC, PARKING, PUBLIC IMPROVEMENTS, PUBLIC PROPERTY OR RIGHTS-OF WAY?

- No negative impacts to neighboring properties, environment, traffic, or the public are anticipated from the proposed project. The project will combine the current uses with an additional needed service in one efficient and attractive facility. The proposed demolition of existing 2 buildings and the areas to be regraded for new paving, parking spaces, and queuing lanes for the service facility will offer improvement to current issues on the existing site. Currently the queue for service gets quite backed up which causes traffic issues on the property. The new facility features a significantly longer queue depth and brings that traffic farther away from the main street.

HOW DOES THE PROPOSED CONDITIONAL USE MAINTAIN THE DESIRED CONSISTENCY OF LAND USES IN RELATION TO THE SETTING WITHIN WHICH THE PROPERTY IS LOCATED?

- The proposed project is not requesting a change in use and the use will be consistent with the existing Sheboygan Automotive use.

IS THE PROPOSED CONDITIONAL USE LOCATED IN AN AREA THAT WILL BE ADEQUATELY SERVED BY UTILITIES, OR SERVICES PROVIDED BY PUBLIC AGENCIES? IF NOT, PLEASE EXPLAIN.

- Yes, existing utility services are in place and will be utilized for the new building.

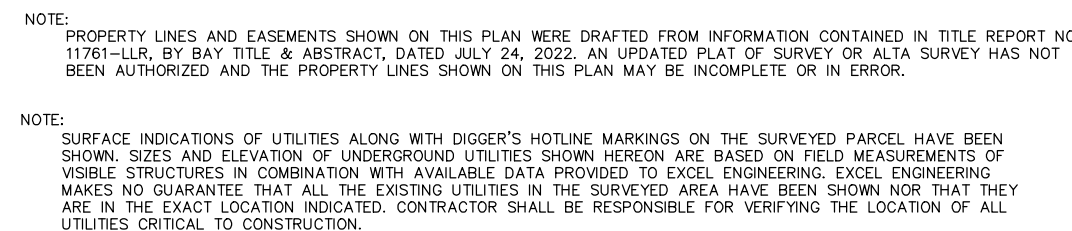




**DEALERSHIP, QUICK-LUBE & CAR WASH**  
3400 S BUSINESS DR • SHEBOYGAN, WI 53081

3400 S BUSINESS DR • SHEBOYGAN, WI 53081

2021 © EXCEL ENGINEERING



1" = 20'

20' 0 20' 40'

SCALE FEET

## CIVIL EXISTING SITE AND DEMOLITION PLAN



Always a Better Plan

100 Camelot Drive  
Fond du Lac, WI 54935  
920-926-9800  
excelengineer.com

## PROJECT INFORMATION

DEALERSHIP, QUICK-LUBE & CAR WASH  
3400 S BUSINESS DR • SHEBOYGAN, WI 53081

PROFESSIONAL SEAL

## SHEET DATES

SHEET ISSUE NOV. 8, 2022

## REVISIONS

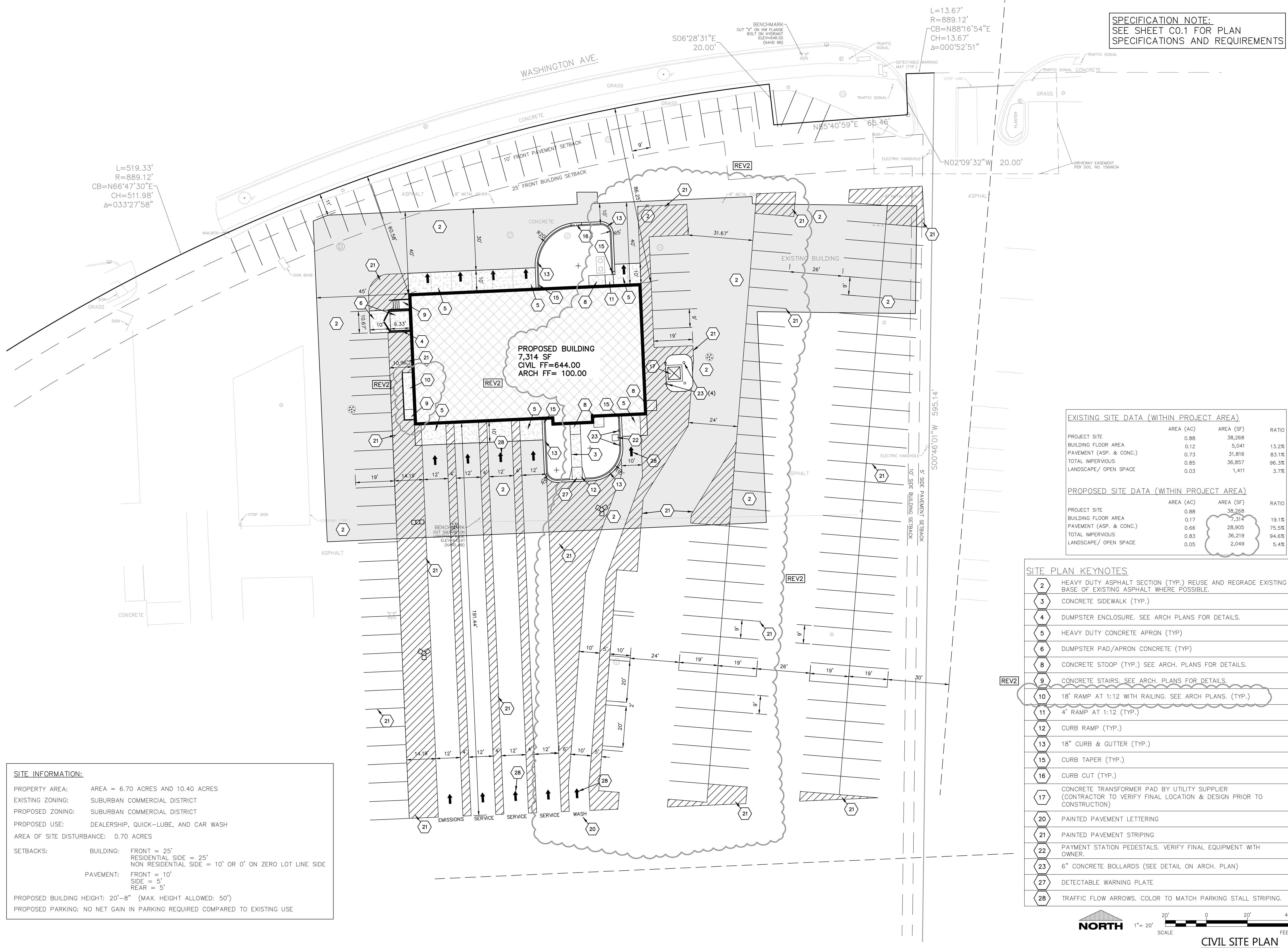
REV2 MAR. 2, 2023

## JOB NUMBER

2251400

## SHEET NUMBER

C1.1

SPECIFICATION NOTE:  
SEE SHEET C0.1 FOR PLAN  
SPECIFICATIONS AND REQUIREMENTS

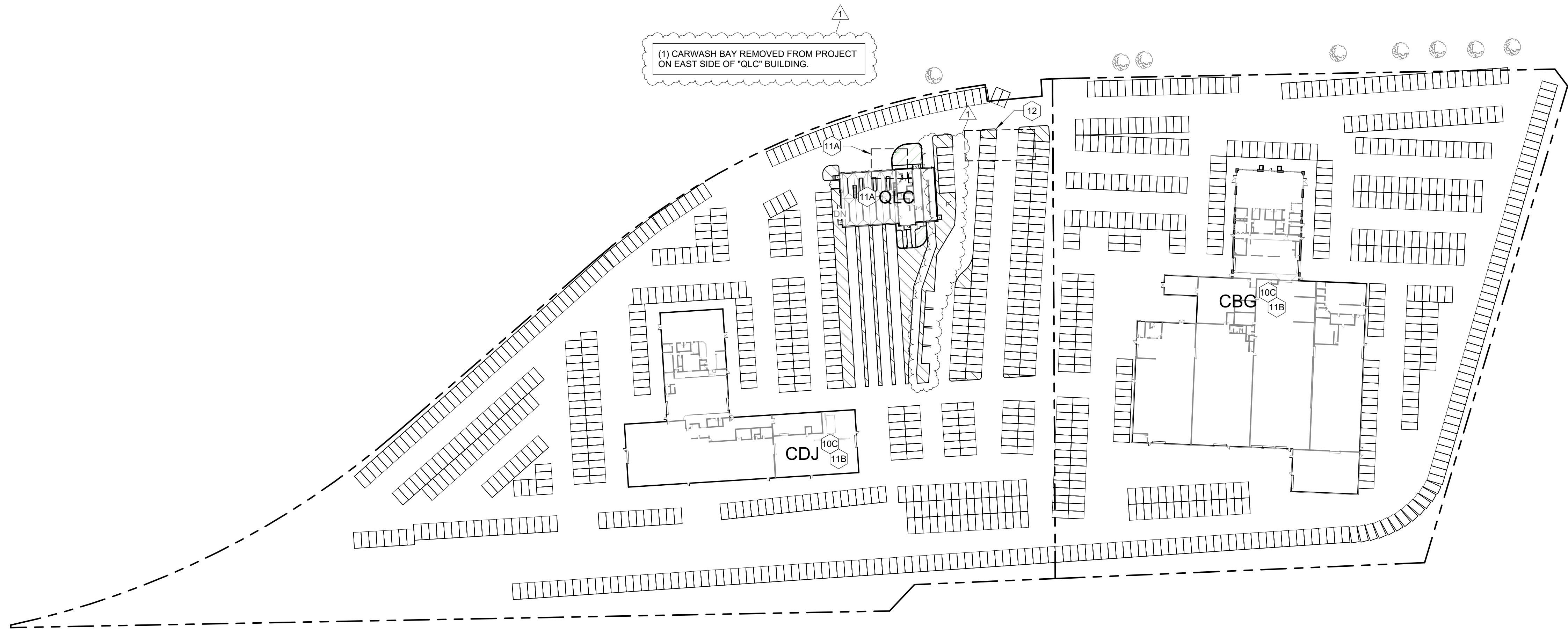






DATE PRINTED: 3/6/2023 5:54:18 PM

1 ARCHITECTURAL SITE PLAN  
1" = 80'-0"



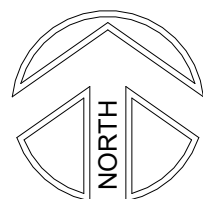
CBG - CHEVROLET | BUICK | GMC  
CDJ - CHRYSLER | DODGE | JEEP | RAM  
QLC - QUICK-LUBE | CAR WASH  
EQL - EXISTING QUICK-LUBE  
ECW - EXISTING CAR WASH

GENERAL NOTES - ARCH. SITE PLAN

- A. IMPORTANT: ARCHITECTURAL SITE PLAN SHOWN FOR REFERENCE AND DESIGN INTENT ONLY, AND NOT TO BE USED FOR CONSTRUCTION. REFER TO CIVIL FOR ALL DIMENSIONING, SLOPING & GRADING, SPOT ELEVATIONS & ADDITIONAL REQUIREMENTS.
- B. CONTRACTOR TO VERIFY ALL EXISTING SITE CONDITIONS PRIOR TO SITE PREP. REPORT ANY DISCREPANCIES TO ARCHITECT AND CIVIL ENGINEER IMMEDIATELY.
- C. CONTRACTOR TO VERIFY ANY CRITICAL DIMENSIONS WITH REGARDS TO EXISTING CONSTRUCTION, IF ANY.
- D. SEE ELECTRICAL FOR PROPOSED NEW SITE LIGHTING @ QUICKLUBE

KEYNOTES - ARCH. SITE PLAN

- 1. BOLLARD, SEE TYPICAL DETAIL THIS SHEET..
- 2. GAS METER (SEE MECH.).
- 3. ELEC. METER (SEE ELEC.).
- 4. DESIGNATED TRANSFORMER LOCATION (SEE ELEC.).
- 5. 5'-0" x 5'-0" FROST-PROTECTED STOOP (SEE STRUCT.).
- 6. 8'-0" x 5'-0" FROST-PROTECTED STOOP (SEE STRUCT.).
- 7. TRASH ENCLOSURE
- 8. CHEMICAL PRODUCT FILL STATION
- 9. DESIGNATED DRIVE-LANE/QUEUING
- 10. PHASE 1:
  - A. POWER COMPANY TO RELOCATE ELEC. TRANSFORMER.
  - B. DEMOLISH EXISTING CAR WASH (ECW) BUILDING. (SEE CIVIL.)
  - C. DEMOLISH INTERIORS OF DEALERSHIP. (SEE A7 & A8 SERIES)
- 11. PHASE 2:
  - A. NEW CONSTRUCTION OF QUICK-LUBE & CAR WASH.
  - B. REMODEL INTERIORS OF DEALERSHIPS. (SEE A7 & A8 SERIES)
- 12. PHASE 3: (UPON COMPLETION OF QUICK-LUBE & CAR WASH)
  - A. RELOCATE EQUIPMENT FROM EXISTING QUICK-LUBE TO NEW CONSTRUCTION.
  - B. DEMOLISH EXISTING QUICK-LUBE.



FOR PERMITTING & CONSTRUCTION



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Sioux Falls, SD 57104 | P: 605.692.4008

STAMP:



DATE: 02/03/2022

REVISIONS: NO. 1 DESCRIPTION: 1 STATE REVIEW COMMENTS

SHEET NAME: ARCHITECTURAL SITE PLAN

FULL SCALE: 24x36  
HALF SCALE: 12x18  
DRAWING MAY NOT BE PRINTED TO SCALE

PROJECT NO. DA22\_041

DEALERSHIP, QUICK-LUBE & CAR WASH  
SHEBOYGAN, WI

PROJECT MANAGER: KYLE JAMISON

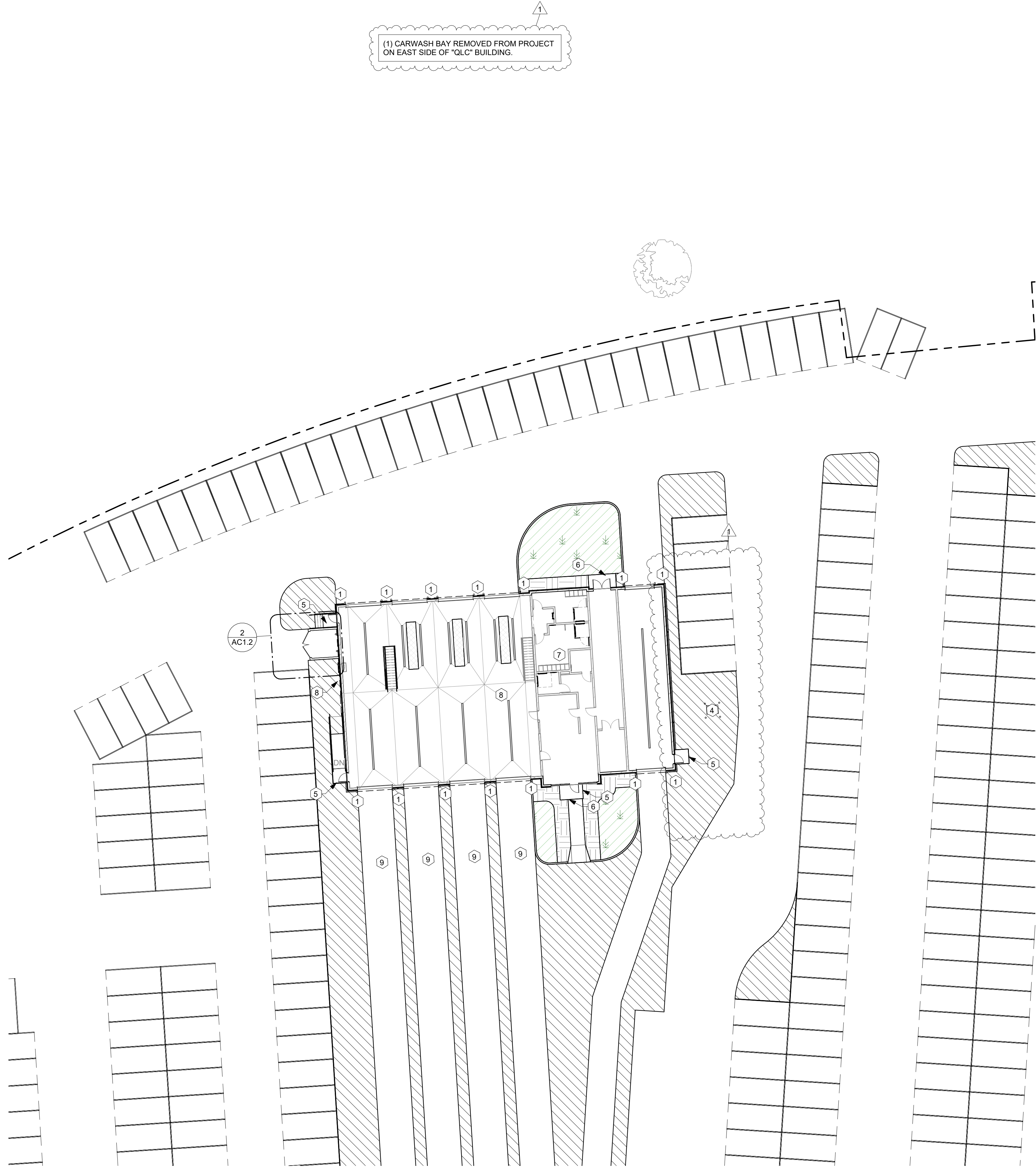
DATE: 11.08.2022

SHEET:

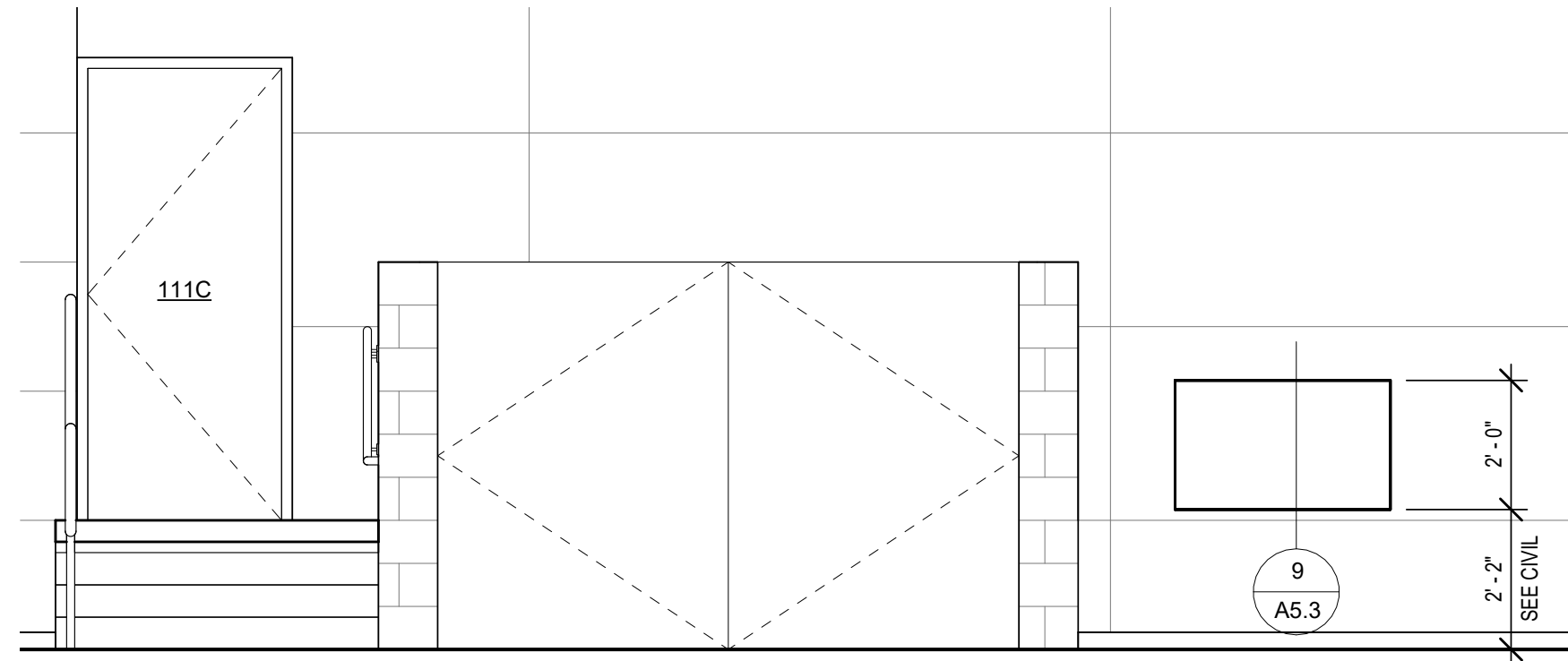
AC1.1



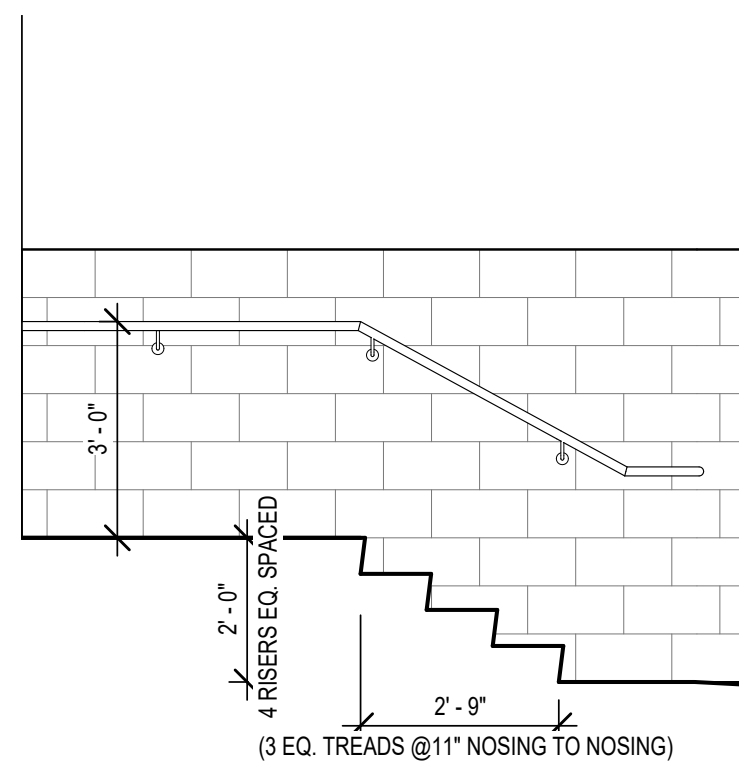
1 ARCHITECTURAL SITE PLAN  
1" = 20'-0"



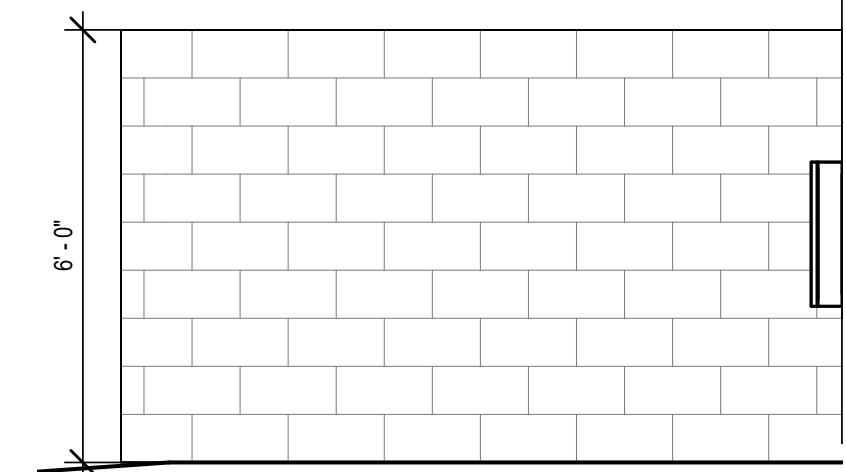
2 TRASH ENCLOSURE ENLARGED PLAN  
1/4" = 1'-0"



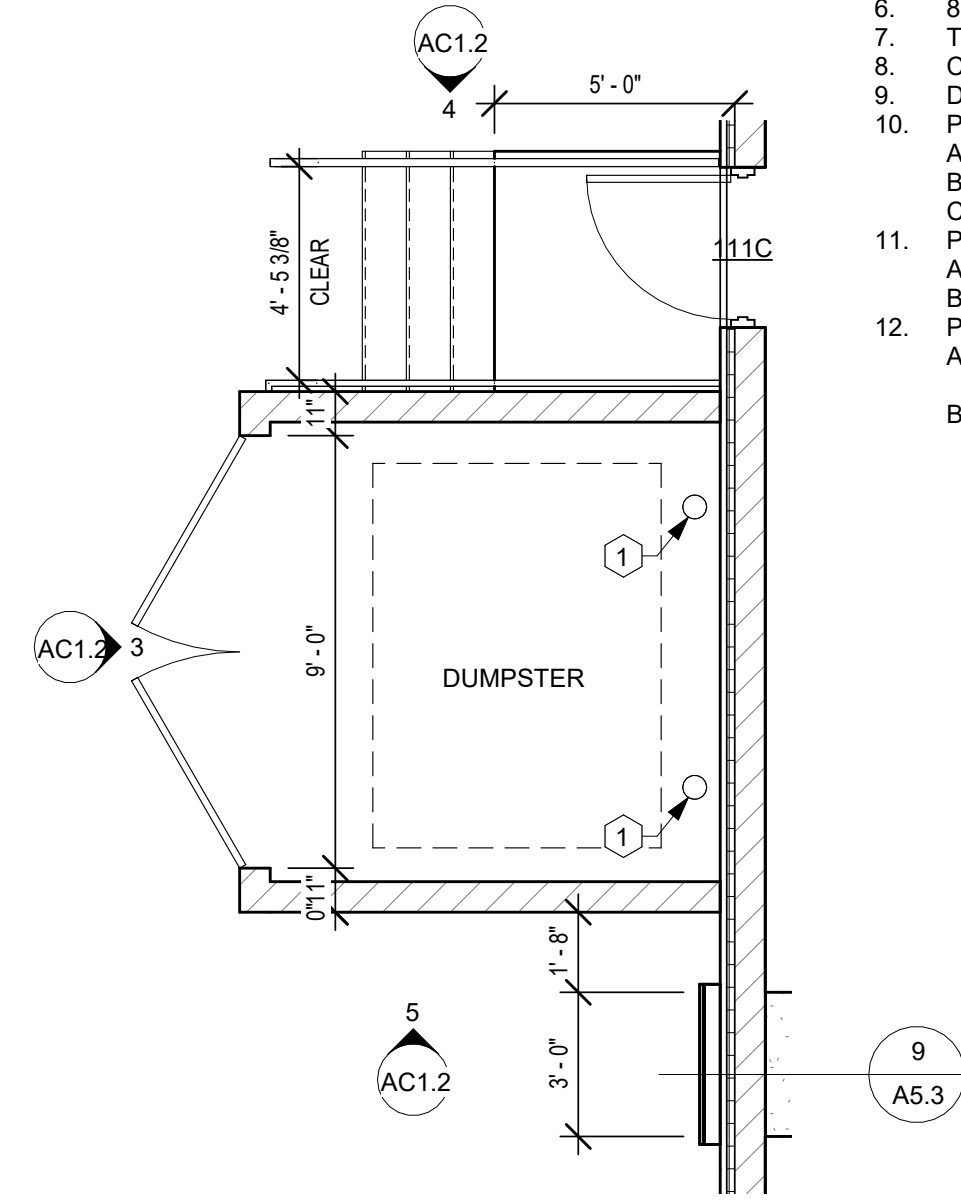
3 T/E ELEVATION - WEST  
3/8" = 1'-0"



4 T/E ELEVATION - NORTH  
3/8" = 1'-0"



5 T/E ELEVATION - SOUTH  
3/8" = 1'-0"



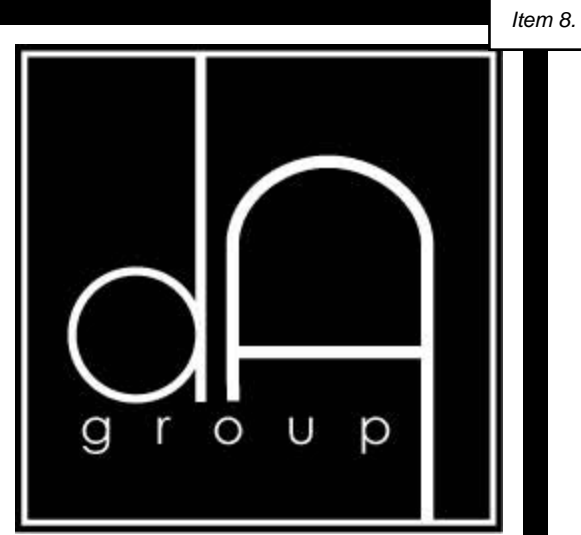
GENERAL NOTES - ARCH. SITE PLAN

- IMPORTANT: ARCHITECTURAL SITE PLAN SHOWN FOR REFERENCE AND DESIGN INTENT ONLY, AND NOT TO BE USED FOR CONSTRUCTION. REFER TO CIVIL FOR ALL DIMENSIONING, SLOPING & GRADING, SPOT ELEVATIONS & ADDITIONAL REQUIREMENTS.
- CONTRACTOR TO VERIFY ALL EXISTING SITE CONDITIONS PRIOR TO SITE PREP. REPORT ANY DISCREPANCIES TO ARCHITECT AND CIVIL ENGINEER IMMEDIATELY.
- CONTRACTOR TO VERIFY ANY CRITICAL DIMENSIONS WITH REGARDS TO EXISTING CONSTRUCTION, IF ANY.
- SEE ELECTRICAL FOR PROPOSED NEW SITE LIGHTING @ QUICKLUBE.

KEYNOTES - ARCH. SITE PLAN

- BOLLARD, SEE TYPICAL DETAIL THIS SHEET..
- GAS METER (SEE MECH.).
- ELEC. METER (SEE ELEC.).
- DESIGNATED TRANSFORMER LOCATION (SEE ELEC.).
- 5'-0" x 5'-0" FROST-PROTECTED STOOP (SEE STRUCT.).
- 8'-0" x 5'-0" FROST-PROTECTED STOOP (SEE STRUCT.).
- TRASH ENCLOSURE
- CHEMICAL PRODUCT FILL STATION
- DESIGNATED DRIVE-LANE/QUEUING
- PHASE 1:
  - POWER COMPANY TO RELOCATE ELEC. TRANSFORMER.
  - DEMOLISH EXISTING CAR WASH (ECW) BUILDING. (SEE CIVIL.)
  - DEMOLISH INTERIORS OF DEALERSHIP. (SEE A7 & A8 SERIES)
- PHASE 2:
  - NEW CONSTRUCTION OF QUICK-LUBE & CAR WASH.
  - REMODEL INTERIORS OF DEALERSHIPS. (SEE A7 & A8 SERIES)
- PHASE 3: (UPON COMPLETION OF QUICK-LUBE & CAR WASH)
  - RELOCATE EQUIPMENT FROM EXISTING QUICK-LUBE TO NEW CONSTRUCTION.
  - DEMOLISH EXISTING QUICK-LUBE.

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Sioux Falls, SD 57104 | P: 605.692.4008

STAMP:



DATE:  
02/03/2022

REVISIONS:  
NO. DESCRIPTION:  
1 STATE REVIEW COMMENTS

SHEET NAME:  
ARCHITECTURAL SITE  
PLAN

PROJECT NO.  
DA22\_041

DEALERSHIP,  
QUICK-LUBE & CAR  
WASH  
SHEBOYGAN, WI

PROJECT MANAGER:  
KYLE JAMISON

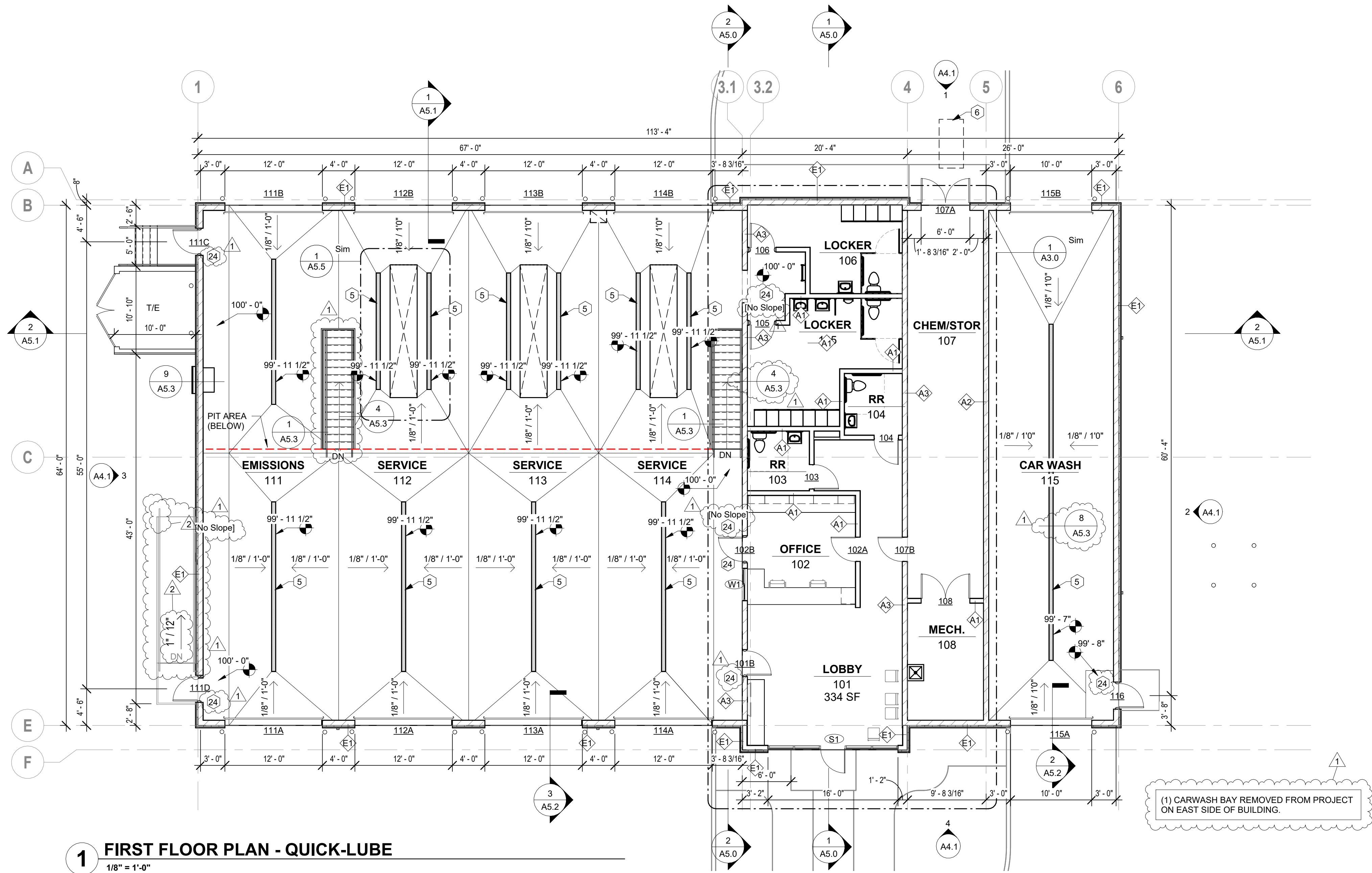
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SHEET:

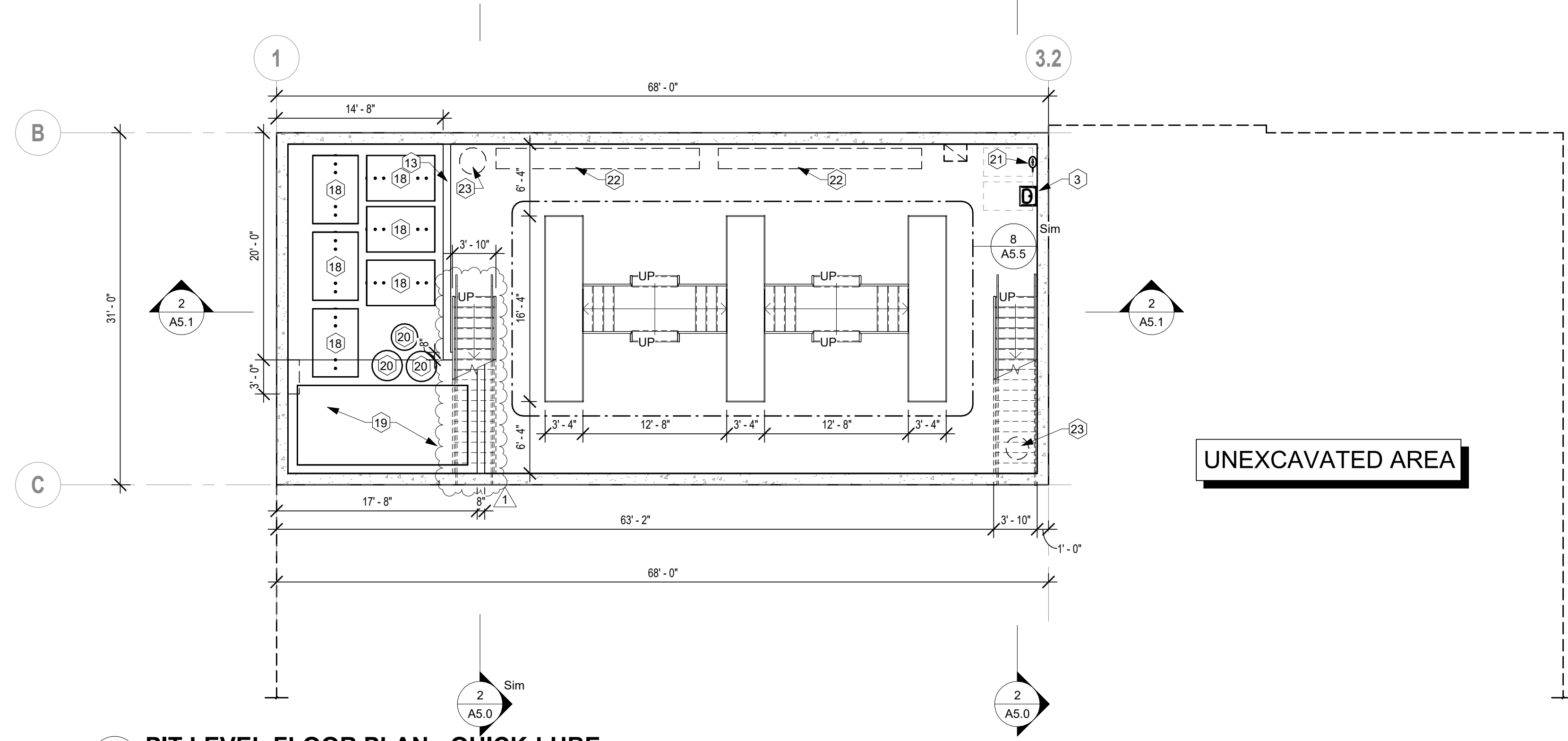
AC1.2

FULL SCALE: 24x36  
HALF SCALE: 12x18  
DRAWING MAY NOT BE PRINTED TO SCALE





**1 FIRST FLOOR PLAN - QUICK-LUBE**  
1/8" = 1'-0"



**2 PIT LEVEL FLOOR PLAN - QUICK-LUBE**  
1/8" = 1'-0"

## GENERAL NOTES - FLOOR PLANS

- ALL DIMENSIONS FROM FACE OF STUD UNLESS CLEARLY NOTED OTHERWISE.
- ALL INTERIOR WALL TYPES TO BE WALL TYPE 'A1' UNLESS OTHERWISE NOTED. WALL TYPES LISTED ON SHEET T1.3.
- FLOOR FINISH TRANSITIONS TO BE 1/4" MAX. BETWEEN FINISH HEIGHTS.
- VERIFY ALL APPLIANCE DIMENSIONS PRIOR TO CONSTRUCTION. REPORT ANY DISCREPANCIES TO ARCHITECT IMMEDIATELY.
- PROVIDE WATER-RESISTANT GYP. BD. AT ALL BATHROOM WALL SURFACES UNLESS CLEARLY NOTED OTHERWISE. MAINTAIN FIRE-RESISTANCE RATING, WHERE REQ'D.
- CAULK PERIMETER OF ALL BACKSPASHES. CAULK JOINT TO BE CLEAR OR MATCH COLOR OF ADJ. WALL FINISH.
- SEE SHEET A7.1 FOR DOOR/WINDOW/FRAME ELEVATIONS, DOOR SCHEDULE AND WINDOW SCHEDULE.
- SEE ROOM FINISH SCHEDULE ON SHEET A7.1 FOR ALL INTERIOR FINISHES TO BE PROVIDED.
- MOVABLE FURNITURE SHOWN AS REFERENCE ONLY (NOT IN CONTRACT).
- PROVIDE CORNER GUARDS AT ALL INTERIOR OUTSIDE-CORNER APPLICATIONS EQUAL TO OR GREATER THAN 90 DEGREES.

## KEYNOTES - FLOOR PLANS

- CAR WASH EQUIPMENT. SEE SUPPLIER DRAWINGS.
- UNDER-COUNTER BEVERAGE FRIDGE FOR COMPLIMENTARY BOTTLED WATER IN LOBBY, PROVIDED BY OWNER.
- COFFEE STATION.
- ACCESSIBLE GRAB BARS. SEE ADA REQUIREMENTS FOR MOUNTING HEIGHTS REQUIRED.
- TRENCH DRAIN (SEE MECH).
- OIL/SAND SEPARATOR (SEE MECH).
- LOCKERS PROVIDED BY OWNER, INSTALLED BY G.C.
- WALL-MOUNTED FLAT SCREEN TV MONITOR BY OWNER, MOUNT @ 6'-0" AFF.
- DESIGNATED BUILDING FIRE SPRINKLER RISER LOCATION (SEE MECH).
- ELECTRICAL PANEL LOCATION (SEE ELEC).
- FACP (SEE ELEC).
- 24" x 24" MOP SINK (SEE MECH).
- PARTIAL HEIGHT WALL.
- WATER HEATER LOCATION (SEE MECH).
- ROOF HATCH AND LADDER LOCATION.
- WALL-MOUNTED FLAT SCREEN TV MONITOR BY OWNER, MOUNT @ 6'-0" AFF.
- 42" H GUARDRAIL.
- METAL FRESH-PRODUCT STORAGE TANKS, TO BE PLACED PRIOR TO INSTALLATION OF CORE-FLOOR ABOVE. PROVIDED AND INSTALLED BY AUTOMOTIVE EQUIPMENT CONTRACTOR.
- METAL WASTE-OIL STORAGE TANK, TO BE PLACED PRIOR TO INSTALLATION OF CORE-FLOOR ABOVE. PROVIDED AND INSTALLED BY AUTOMOTIVE EQUIPMENT CONTRACTOR.
- POLY STORAGE TANKS FOR WASHER FLUID, DEF. & ANTIFREEZE, PROVIDED AND INSTALLED BY AUTOMOTIVE EQUIPMENT CONTRACTOR.
- EYE-WASH STATION (SEE MECH.).
- SHELVING, PROVIDED AND INSTALLED BY AUTOMOTIVE EQUIPMENT CONTRACTOR.
- SUMP PIT (SEE MECH.).
- CLEAR FLOOR SPACE AT EGRESS DOORS AND STAIR LANDINGS MUST NOT SLOPE. ADJACENT SLOPING FLOORS MAX. 1:20

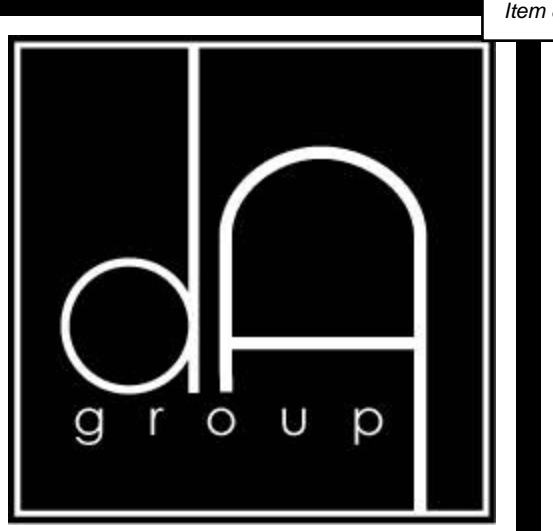
## FLOOR PLAN LEGEND:

- INDICATES ACCESSIBLE ROOM
- INDICATES HEARING IMPAIRED ROOM, SEE ELECTRICAL.
- WALL TYPE, SEE SHEET T1.3.
- WINDOW / STOREFRONT TYPE, SEE SHEET A7.1.
- DOOR #, SEE SHEET A7.1.
- DOOR APPROACH FOR ADA CLEARANCES
- SHEAR WALL, SEE STRUCT.
- FD FLOOR DRAIN, SEE MECH.
- FS FLOOR SINK, SEE MECH.
- DS DOWNSPOUT

NOTE: NOT ALL DESIGNATIONS WILL APPEAR.



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STAMP:



DATE:  
02/03/2022  
03/02/2022

REVISIONS:  
NO. DESCRIPTION:  
1 STATE REVIEW COMMENTS  
2 STATE REVIEW COMMENTS

SHEET NAME:  
**FLOOR PLANS**

PROJECT NO.  
**DA22\_041**  
**DEALERSHIP,  
QUICK-LUBE & CAR  
WASH**  
SHEBOYGAN, WI  
PROJECT MANAGER:  
**KYLE JAMISON**

DATE:  
**11.08.2022**

SHEET:

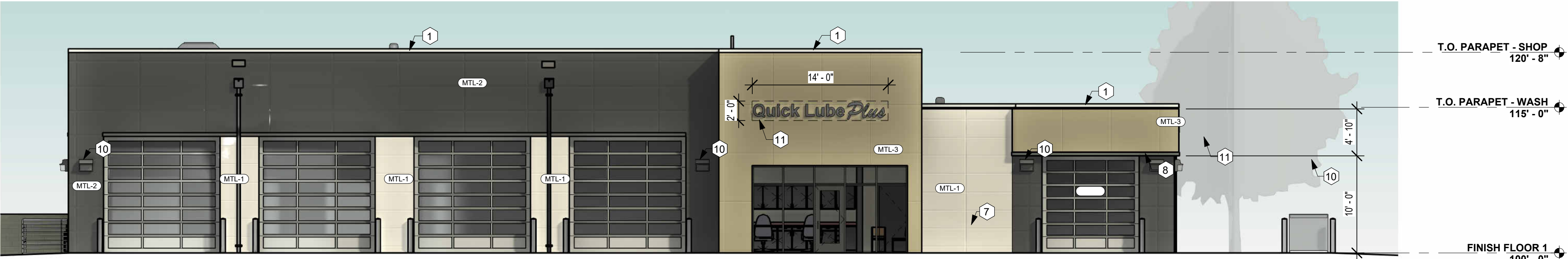
**A1.1**

FULL SCALE: 24x36  
HALF SCALE: 12x18  
DRAWING MAY NOT BE PRINTED TO SCALE

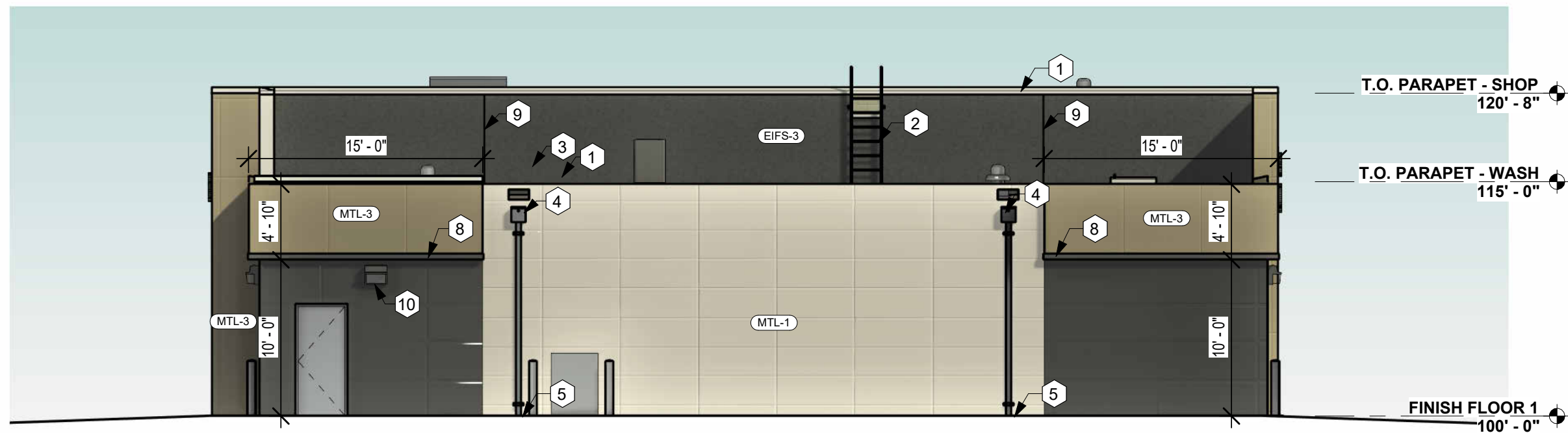




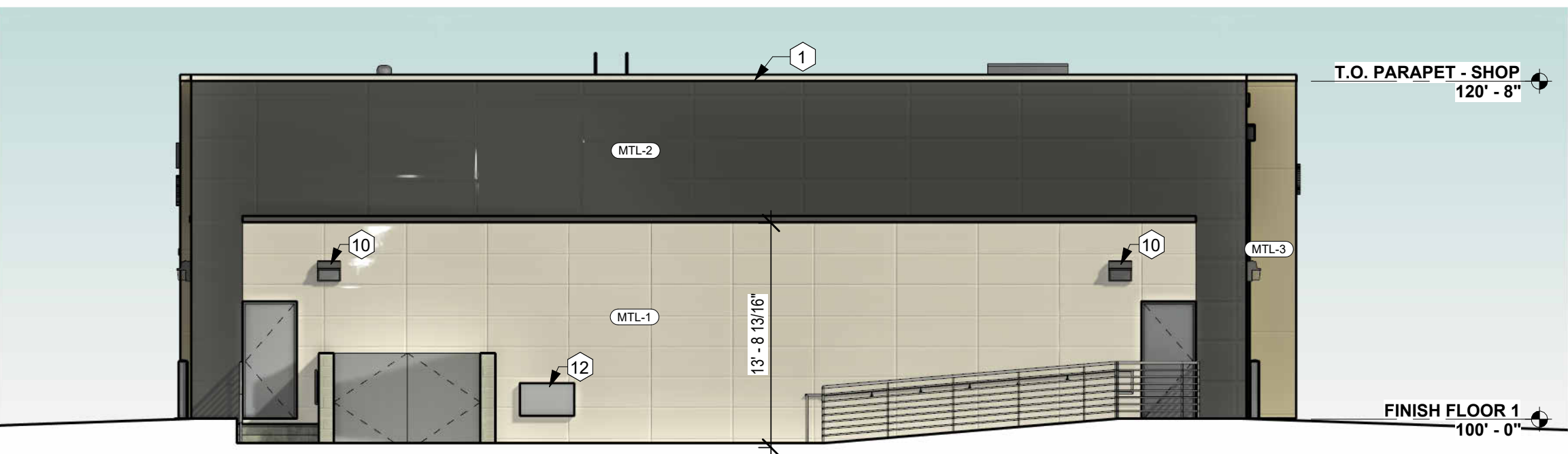
1 BUILDING ELEVATION - North  
1/8" = 1'-0"



2 BUILDING ELEVATION - South  
1/8" = 1'-0"



3 BUILDING ELEVATION - East  
1/8" = 1'-0"



4 BUILDING ELEVATION - West  
1/8" = 1'-0"

GENERAL NOTES - BUILDING ELEVATIONS

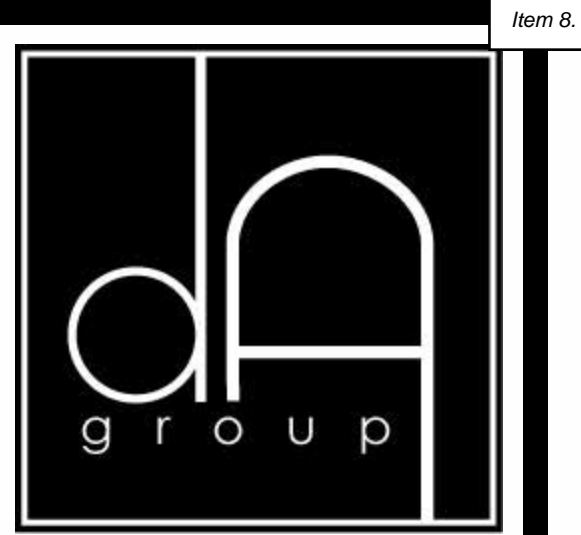
- A. EXTERIOR LIGHTING INDICATED FOR PLACEMENT ONLY. SEE ELEC. FOR LIGHTING SPECIFICATIONS.
- B. SEE SPECIFICATIONS FOR FULL REQUIREMENTS FOR EXTERIOR BUILDING MATERIALS. MATERIALS INDICATED GENERICALLY ON PLANS FOR CLARITY.
- C. INSTALL ALL EXTERIOR BUILDING PRODUCTS PER MANUFACTURER'S RECOMMENDATIONS. REPORT ANY DISCREPANCIES TO ARCHITECT IMMEDIATELY.

KEYNOTES - BUILDING ELEVATIONS

1. PREFINISHED METAL PARAPET CAP FLASHING, SEE TYPICAL DETAILS.
2. ROOF TRANSITION LADDER, FABRICATOR TO DESIGN TO MEET ALL OSHA REQUIREMENTS. VERIFY ACTUAL TRANSITION HEIGHTS IN FIELD AFTER INSULATION INSTALL.
3. MECHANICAL ROOFTOP EQUIPMENT (SEE MECH).
4. MIN. 8" x 16" OVERFLOW ROOF SCUPPER W/ RAIN LEADER, SLEEVE INTO -STS- LINE PER CIVIL DRAWINGS. CONFIRM ACTUAL WALL OPENING HEIGHT IN FIELD W/ HEIGHT OF INSULATION PROVIDED.
5. PRECAST CONC. SPLASHBLOCKS AT ALL DOWNSPOUTS UNLESS TYING DIRECTLY INTO -STS- LINE.
6. BUILDING PREMISES IDENTIFICATION, OWNER TO CONFIRM EXACT LOCATIONS.
7. FIRE DEPARTMENT ACCESS KEY BOX, COORDINATE EXACT LOCATION W/ LOCAL FIRE DEPT.
8. 4" METAL TRIM BOARD.
9. EIFS 3/4" V-GROOVE CONTROL JOINT.
10. EXTERIOR BUILDING LIGHTING (SEE ELEC).
11. BUILDING SIGNAGE, SHOWN ON DRAWINGS FOR LOCATION REFERENCE ONLY, DESIGN BY OTHERS, TO BE IN SEPARATE PERMITTING PACKAGE. DESIGNER TO VERIFY ALL LOCAL ZONING SIGNAGE REQUIREMENTS.
12. PRODUCT FILLING AND WASTE OIL EMPTYING STATION.
13. OVERFLOW/ROOF DRAIN, SEE 7 / AS 4.
14. NEW TRANSFORMER LOCATION (SEE CIVIL AND ELECTRICAL DRAWINGS).

EXTERIOR MATERIALS LEGEND		
MATERIAL MARK	MATERIAL DESCRIPTION	COMMENTS
EIFS-3	EIFS Finish over 1-1/2" insulation, STO 800 Series, fine texture	MATCH MRL-2 FINISH COLOR
MTL-1	Concealed Fastener ACM panel, 3" x 9"	CMX CHAMPAGNE METALLIC
MTL-2	Concealed Fastener ACM Panel, 2" x 6"	SBR DARK BRONZE
MTL-3	Concealed Fastener ACM Panel, 5" x 5"	METALLIC BRONZE

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STAMP:



DATE:  
03/02/2022

REVISIONS:  
NO. DESCRIPTION:  
2 STATE REVIEW COMMENTS

SHEET NAME:  
COLOR BUILDING ELEVATIONS

PROJECT NO.

DA22\_041

DEALERSHIP,  
QUICK-LUBE & CAR  
WASH

SHEBOYGAN, WI

PROJECT MANAGER:  
KYLE JAMISON

DATE:  
11.08.2022

SHEET:

A4.2

FULL SCALE: 24x36  
HALF SCALE: 12x18  
DRAWING MAY NOT BE PRINTED TO SCALE



2537 WI-28  
Sheboygan, Wisconsin  
Google  
Street View - Sep 2021













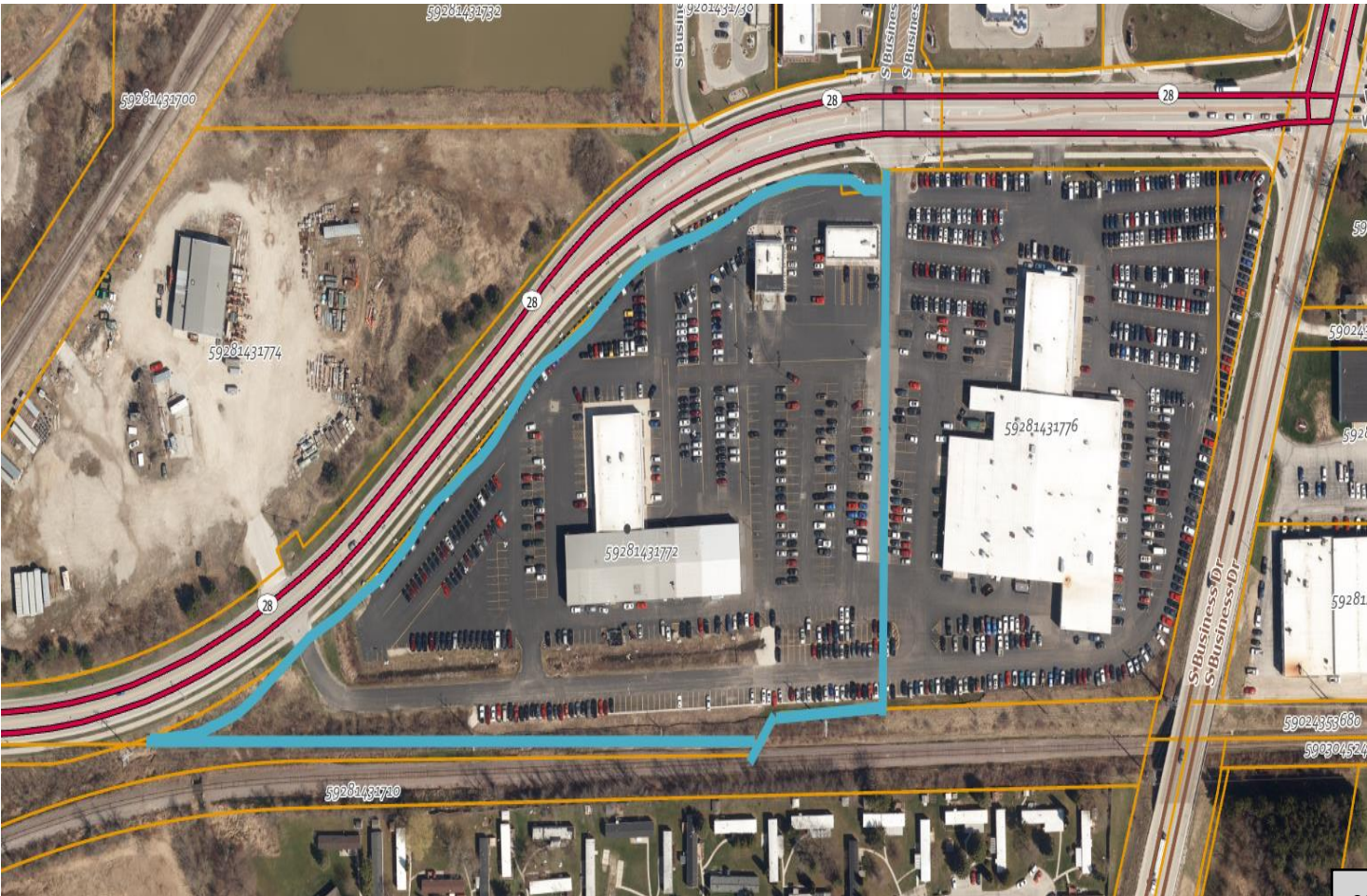


















Gen. Ord. No. 29 - 22 - 23. By Alderperson Perrella. March 6, 2023.

AN ORDINANCE granting Sheboygan Self Storage, LLC, its successors and assigns, the privilege of encroaching upon described portions of South 13<sup>th</sup> Street and Kentucky Avenue right of way in the City of Sheboygan for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Subject to the terms and conditions contained herein, Sheboygan Self Storage, LLC, its successors and assigns, is hereby granted the privilege of encroaching upon South 13<sup>th</sup> Street and Kentucky Avenue right of way as follows:

A Part of the South 13th Street Right-of-way and Kentucky Avenue Right-of-way adjacent to Block 257 of the Original Plat of Sheboygan, being part of the Southeast 1/4 of the Northeast 1/4, Section 27, T15N, R23E, City of Sheboygan, Sheboygan County, Wisconsin described as follows:

Commencing at the Southeast Corner of Block 257 of the Original Plat of Sheboygan; thence N89°48'59"W 220.68 feet along the South line of said Block 257 to the POINT OF BEGINNING of this description; thence S00°34'04"W 0.38 feet along the East wall of said Building No. 1234; thence N89°58'27"W 110.47 feet along the South Wall of said Building; thence S00°01'33"W 4.00 feet; thence N89°58'27"W 34.03 feet; thence N00°30'21"E 44.04 feet; thence N89°31'49"W 1.00 feet; thence N00°30'21"E 8.00 feet; thence S89°31'49"E 5.00 feet; thence N00°30'21"E 87.59 feet along the West Wall of said Building No. 1234; thence N89°46'16"E 0.36 feet; thence S00°04'20"E 134.84 feet along the West line of Lot 7 of said Block 257; thence S89°48'59"E 138.75 feet along the South line of said Block 257 to the point of beginning. This described portion contains 557 square feet or 0.013 acres.

for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature.

Section 2. The privilege as granted above is granted only on the condition that by the acceptance of the privilege, the said Sheboygan Self Storage, LLC, its successors and assigns:

a. Shall become primarily responsible and liable for all and any damage to persons or property caused by and arising from the grant and exercise of such privilege.

CityPlan

b. Shall remove the encroachment allowed herein within ten (10) days after notice so to remove given by the State of Wisconsin or the City of Sheboygan; in the event of the failure so to remove, the said Showcase Painting & Drywall, its successors and assigns: shall pay the costs of removal by the State of Wisconsin or the City of Sheboygan, waiving all claim or claims for damages resulting from such removal, whether the removal is done by the said Sheboygan Self Storage, LLC, its successors and assigns, or by the State of Wisconsin or by the City of Sheboygan

c. Shall pay such compensation to the City of Sheboygan for the grant of this privilege as may be determined by a board consisting of the Mayor, the Director of Public Works and the City Attorney; the compensation shall be paid into the General Fund.

d. Shall make such construction and/or alterations and maintain the same subject to the approval of the City Building Inspector and Director of Public Works, and shall waive the right to contest in any manner the validity of this ordinance or the amount of compensation charged.

Section 3. The provisions of §66.045(1)(2) of the Wisconsin Statutes are incorporated herein by reference to all intents and purposes as if set out fully.

Section 4. The City Clerk is authorized and directed to record a certified copy of this ordinance in the office of the Register of Deeds for Sheboygan County, Wisconsin, the costs thereof to be charged to the General Fund.

Section 5. This ordinance shall take effect and be in full force from and after its passage and publication and upon payment of the consideration to be determined hereunder, provided, however, that in the event of failure to exercise the privilege herein granted and the payment of such consideration within six (6) months from the effective date hereof, then and in that event such privilege shall be rendered null and void.

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20\_\_\_\_. \_\_\_\_\_, Mayor



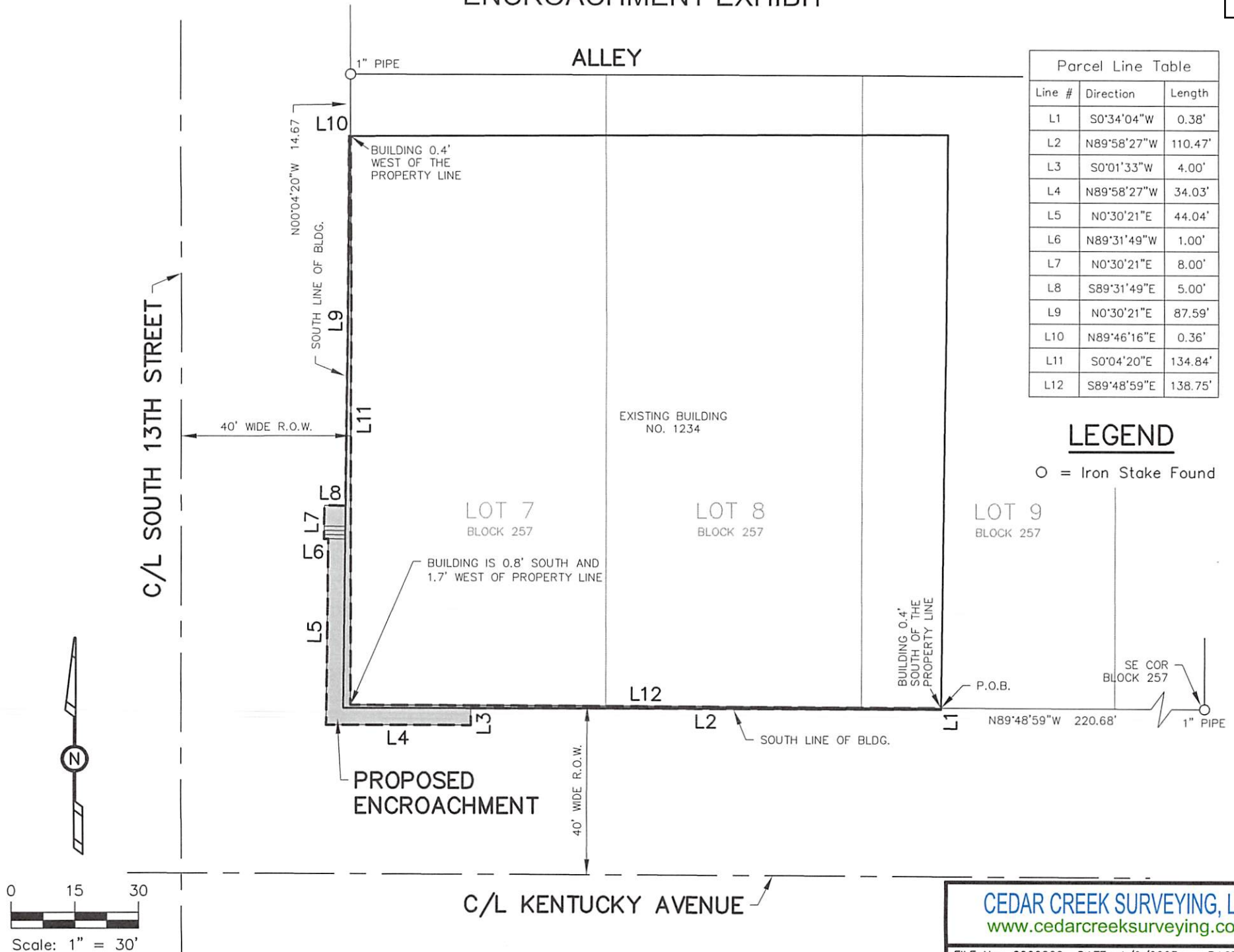
# ENCROACHMENT EXHIBIT

Item 9.

Parcel Line Table		
Line #	Direction	Length
L1	S0°34'04"W	0.38'
L2	N89°58'27"W	110.47'
L3	S0°01'33"W	4.00'
L4	N89°58'27"W	34.03'
L5	N0°30'21"E	44.04'
L6	N89°31'49"W	1.00'
L7	N0°30'21"E	8.00'
L8	S89°31'49"E	5.00'
L9	N0°30'21"E	87.59'
L10	N89°46'16"E	0.36'
L11	S0°04'20"E	134.84'
L12	S89°48'59"E	138.75'

## LEGEND

○ = Iron Stake Found



CEDAR CREEK SURVEYING, LLC  
www.cedarcreeksurveying.com

FILE No.: 2022022 DATE: 1/9/2023 PAGE:

Legal Description of Encroachment Area adjacent to Parcel #59281507730

A Part of the South 13th Street Right-of-way and Kentucky Avenue Right-of-way adjacent to Block 257 of the Original Plat of Sheboygan, being part of the Southeast 1/4 of the Northeast 1/4, Section 27, T15N, R23E, City of Sheboygan, Sheboygan County, Wisconsin described as follows:

Commencing at the Southeast Corner of Block 257 of the Original Plat of Sheboygan; thence N89°48'59"W 220.68 feet along the South line of said Block 257 to the POINT OF BEGINNING of this description; thence S00°34'04"W 0.38 feet along the East wall of said Building No. 1234; thence N89°58'27"W 110.47 feet along the South Wall of said Building; thence S00°01'33"W 4.00 feet; thence N89°58'27"W 34.03 feet; thence N00°30'21"E 44.04 feet; thence N89°31'49"W 1.00 feet; thence N00°30'21"E 8.00 feet; thence S89°31'49"E 5.00 feet; thence N00°30'21"E 87.59 feet along the West Wall of said Building No. 1234; thence N89°46'16"E 0.36 feet; thence S00°04'20"E 134.84 feet along the West line of Lot 7 of said Block 257; thence S89°48'59"E 138.75 feet along the South line of said Block 257 to the point of beginning.

This described portion contains 557 square feet or 0.013 acres.



## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

**ITEM DESCRIPTION:** R.O. 118-22-23 and G.O. 29-22-23 by Alderperson Perrella granting Sheboygan Self Storage, LLC, its successors and assigns, the privilege of encroaching upon described portions of South 13th Street and Kentucky Avenue right of way in the City of Sheboygan for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature.

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

**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 2023

**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:**

In April 2021, the Plan Commission approved a conditional use permit at 1234 Kentucky Avenue to remodel the exterior of the building and to convert the vacant and unfinished interior into multiple work spaces that will be comprised of self-storage/mini-storage, small office space, flexible office and conference rooms, conventional office space, virtual office space, maker space, artist studios and event space.

The building is being renovated to account for multiple small business and entrepreneurs to share open space along with private offices. The plan is to build out the self-storage units in the basement and 2<sup>nd</sup> floor, with a number of offices, coworking and shared spaces along with conference rooms on the 1<sup>st</sup> and 3<sup>rd</sup> floors (1<sup>st</sup> floor is along Kentucky Avenue).

The applicant states that they are formally petitioning the City of Sheboygan to consider the encroachment within South 13th Street and Kentucky Avenue for the following reasons:

- **EXISTING BUILDING STRUCTURE** - As defined within the boundary survey generated by Cedar Creek Surveying as part of the proposed redevelopment of the property, it was determined that the existing building currently encroaches within the S. 13th Street Right of Way and the Kentucky Avenue Right of Way. A portion of the proposed Encroachment petition would address the current building being within the both Right of Way.
- **PROPOSED EMERGENCY EGRESS** - The existing (4) story building will be broken into multiple uses. The topography of the site defines Kentucky Avenue as being one story

higher than the City of Sheboygan alleyway on the north side of the building. The grade transition occurs along the east and west sides of the building. The first floor, which is below the existing Kentucky Avenue grade line, will be self-storage which only requires access from the existing loading dock area at the northeast corner of the building. The second and fourth floors are designated for office space use and the third floor is designated for additional self-storage. Two internal stair towers have been constructed, one on the east side of the building and one on the west. The east stair tower allows for access 'at grade' through an existing man-door at the southeast corner of the building (Kentucky Avenue). Due to the grade transition along South 13th Street, the existing grade outside of the west second floor stair tower is approximately 3-feet lower. The encroachment petition includes a 5-foot x 5-foot poured concrete landing and stairs directed south down to existing grade.

- **PROPOSED SUN SHADE** - As part of the proposed exterior architectural finishes to upgrade/enhance the overall appearance of the building, a four (4) foot wide sun shade feature is being added. The proposed sun shade would be located at the southwest corner of the building, extending 34-foot east along Kentucky Avenue and 44-foot north along South 13th Street. It is to be constructed at the approximate third floor. That would translate to being approximately 13-feet above the existing Kentucky Avenue sidewalk

### **STAFF COMMENTS:**

The Plan Commission should be aware that the proposed emergency egress portion of the encroachment (the new exterior stairs) will require the existing public sidewalk on S. 13<sup>th</sup> Street to be shifted and reconstructed from Kentucky Avenue north to the existing concrete apron. The new walk will be positioned so it's centered on the east/west dimension between the existing building and existing curb/gutter. If the encroachment is granted, it will be up to the applicant to install the new sidewalk to City standards and to have the existing street tree replaced. This includes the removal of driveway that is no longer being used.

It will be up to the applicant to work with the City Engineering and Building Departments to get all approvals, permits, etc. to complete this work.

If the encroachment is approved, Sheboygan Self Storage, LLC, will need to pay the required encroachment fee prior to building permit issuance for the new deck.

The Plan Commission may want to have the applicant explain the status of the 1234 Kentucky project - both the exterior renovation schedule and status of any potential building uses.

Staff does not object to the encroachment as proposed.

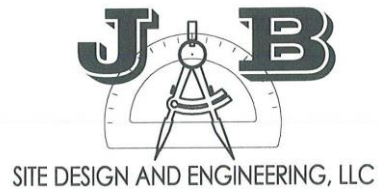
### **ACTION REQUESTED:**

Staff is recommending approving R.O. 118-22-23 and G.O. 29-22-23 granting Sheboygan Self Storage, LLC, its successors and assigns, the privilege of encroaching upon described portions of South 13th Street and Kentucky Avenue right of way in the City of Sheboygan for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature

### **ATTACHMENTS:**

R.O. 118-22-23 and G.O. 29-22-23





January 4, 2023

Mayor Ryan Sorenson  
City of Sheboygan, City Hall  
828 Center Avenue, Suite 300  
Sheboygan, WI 53081

RE: South 13<sup>th</sup> Street and Kentucky Avenue Right of Way Encroachment Request  
Sheboygan Self Storage, LLC  
1234 Kentucky Avenue  
Sheboygan, WI 53081

Pursuant to the request of the owner, we are formally petitioning the City of Sheboygan to consider the defined **557 square foot encroachment** within South 13<sup>th</sup> Street and Kentucky Avenue. The petition is being made to address three key components as defined below.

#### EXISTING BUILDING STRUCTURE

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#### PROPOSED EMERGENCY EGRESS

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#### PROPOSED SUN SHADE

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If any additional information is required, please feel free to contact our office to discuss.

Sincerely,

Joseph Bronoski

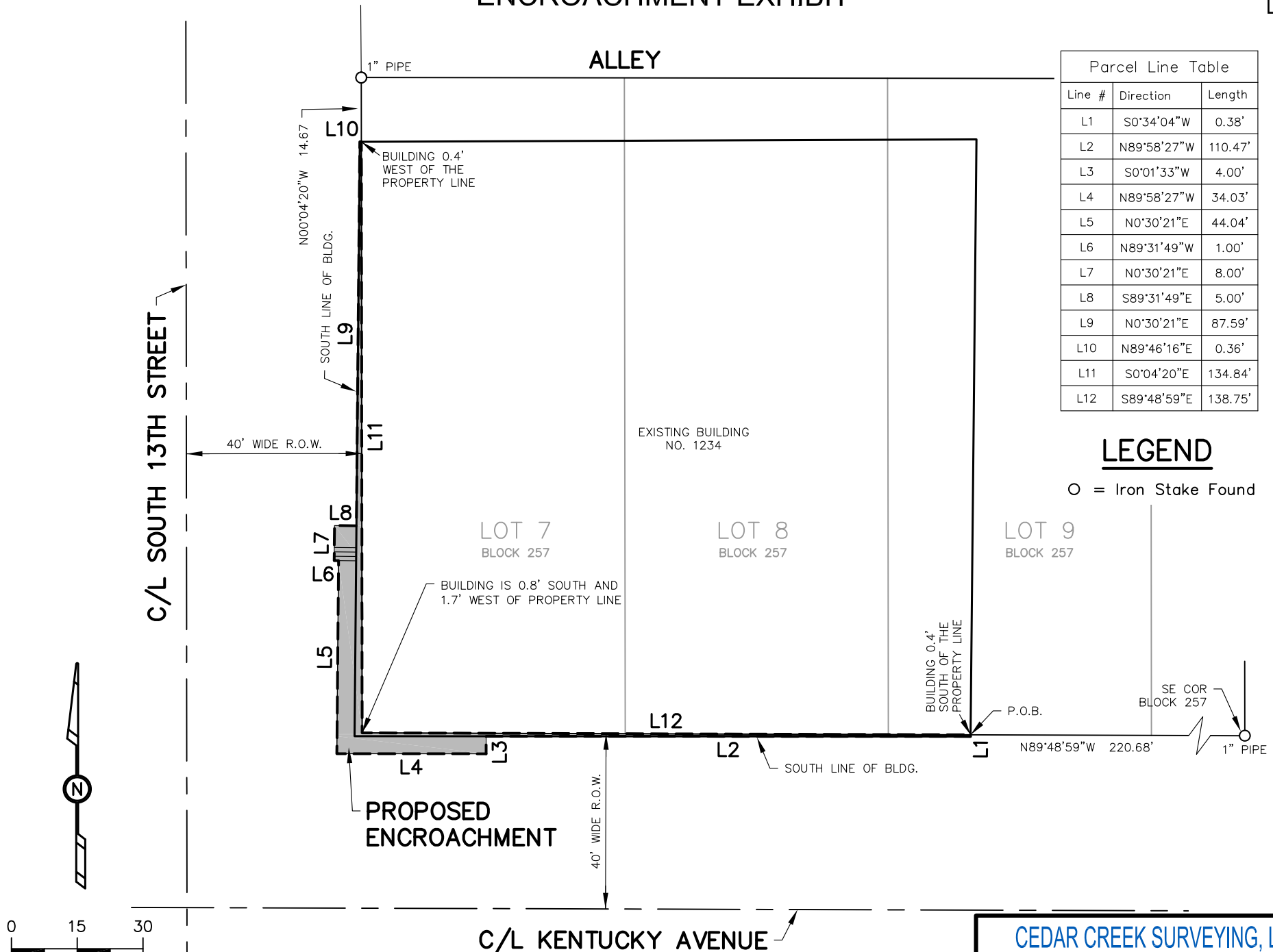
# ENCROACHMENT EXHIBIT

Item 9.

Parcel Line Table		
Line #	Direction	Length
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## LEGEND

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CEDAR CREEK SURVEYING, LLC  
www.cedarcreeksurveying.com

FILE No.: 2022022 DATE: 1/9/2023 PAGE: 1

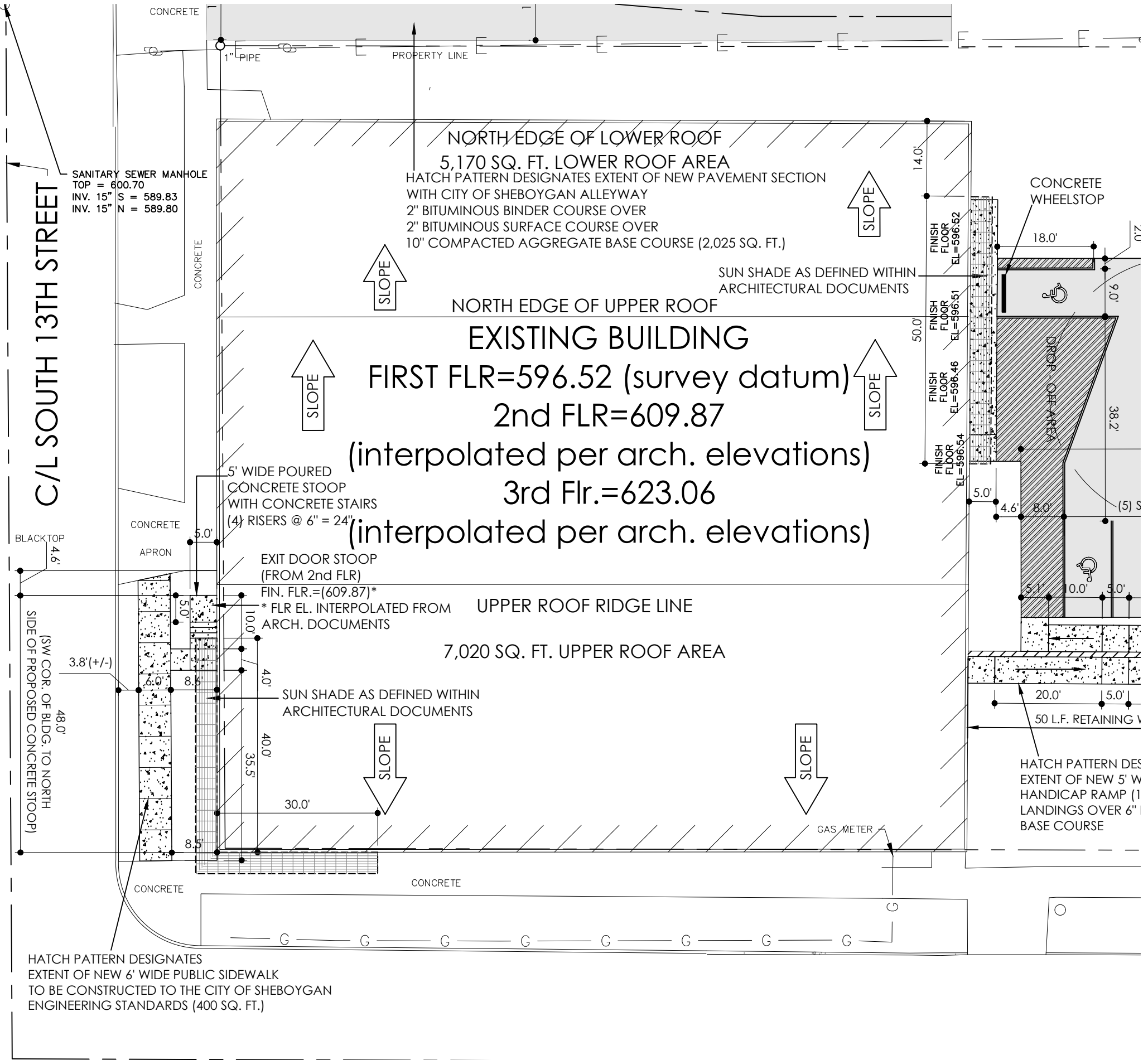


Legal Description of Encroachment Area adjacent to Parcel #59281507730

A Part of the South 13th Street Right-of-way and Kentucky Avenue Right-of-way adjacent to Block 257 of the Original Plat of Sheboygan, being part of the Southeast 1/4 of the Northeast 1/4, Section 27, T15N, R23E, City of Sheboygan, Sheboygan County, Wisconsin described as follows:

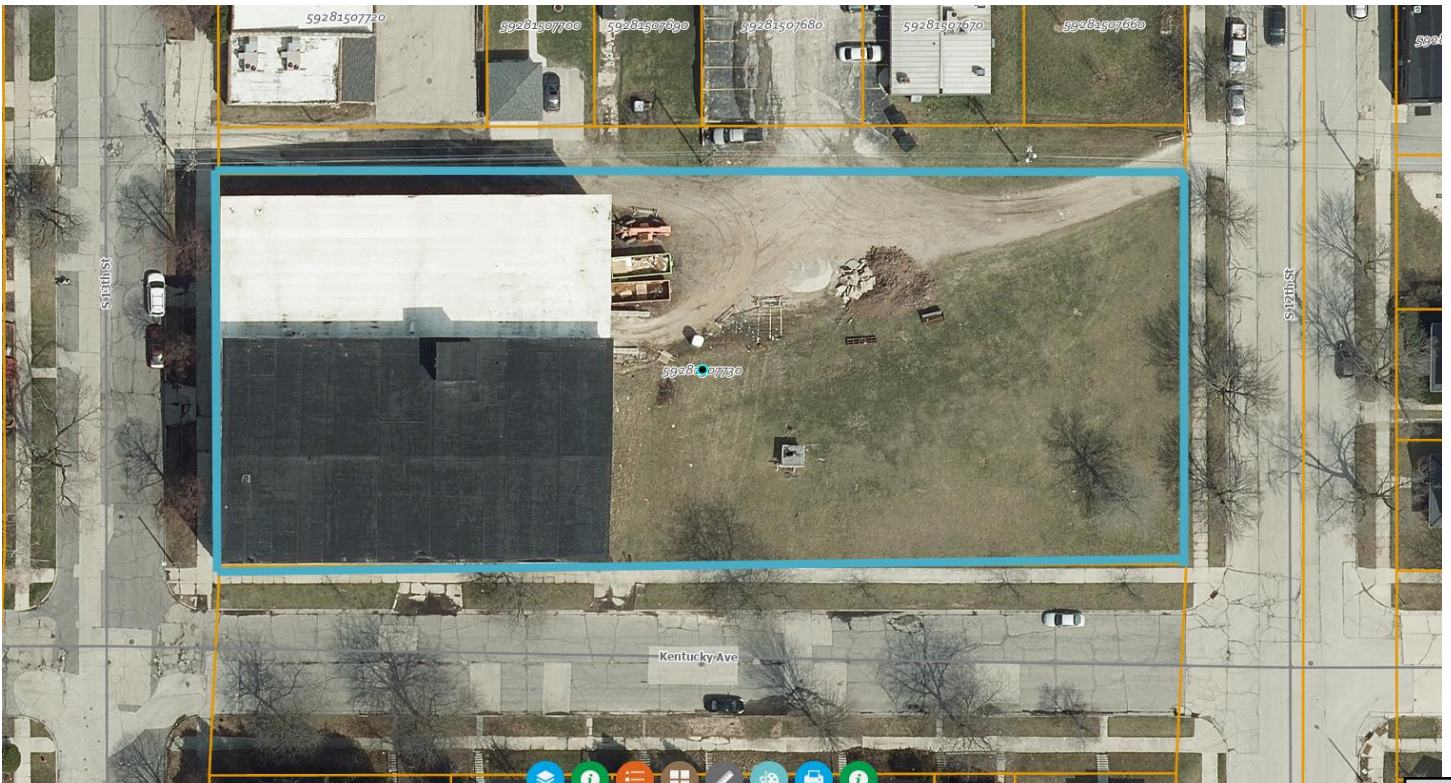
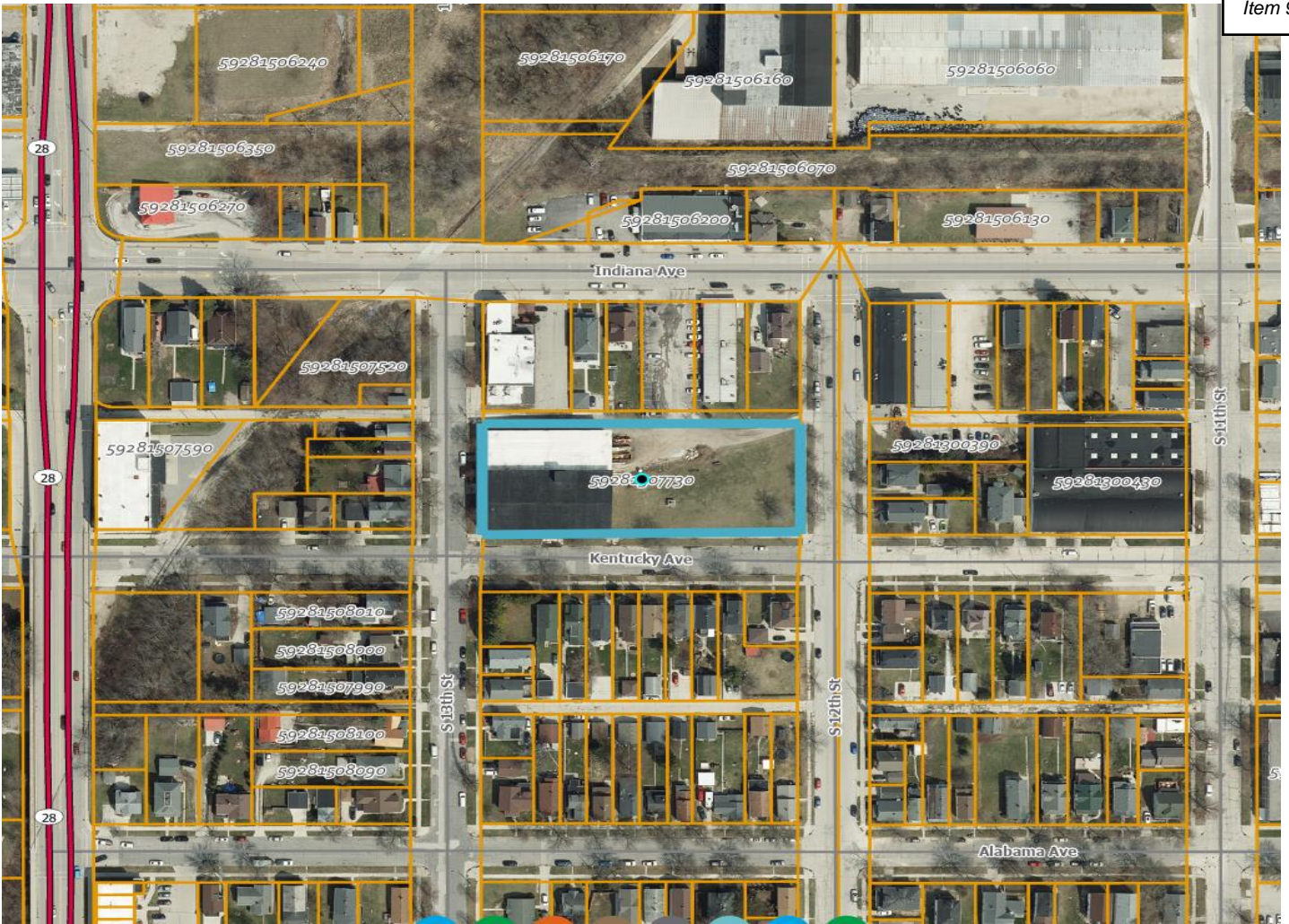
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This described portion contains 557 square feet or 0.013 acres.



C/L KEN









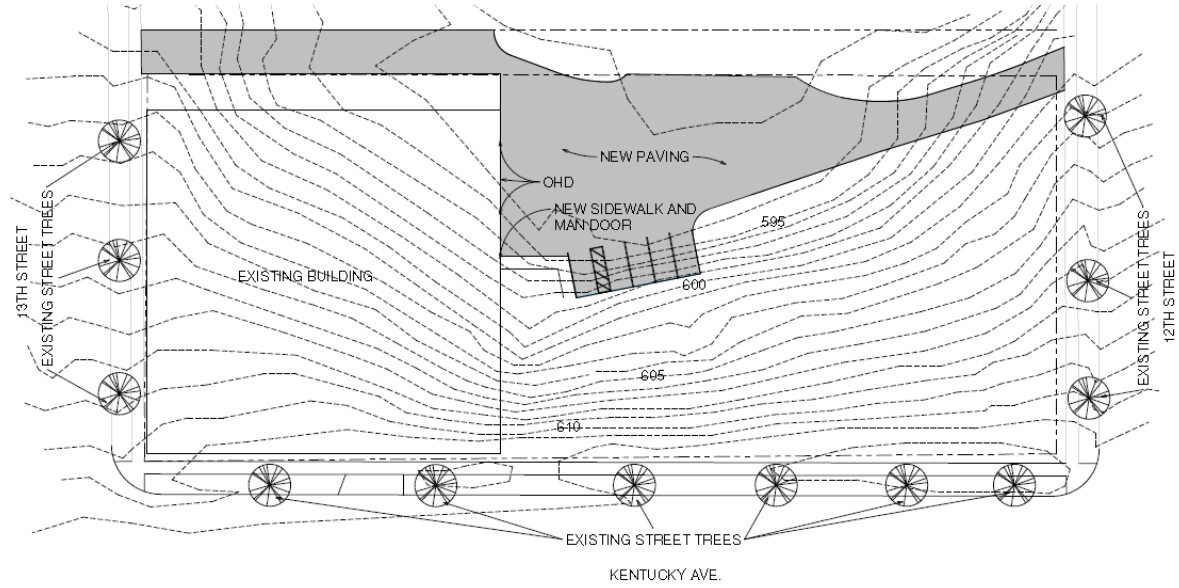




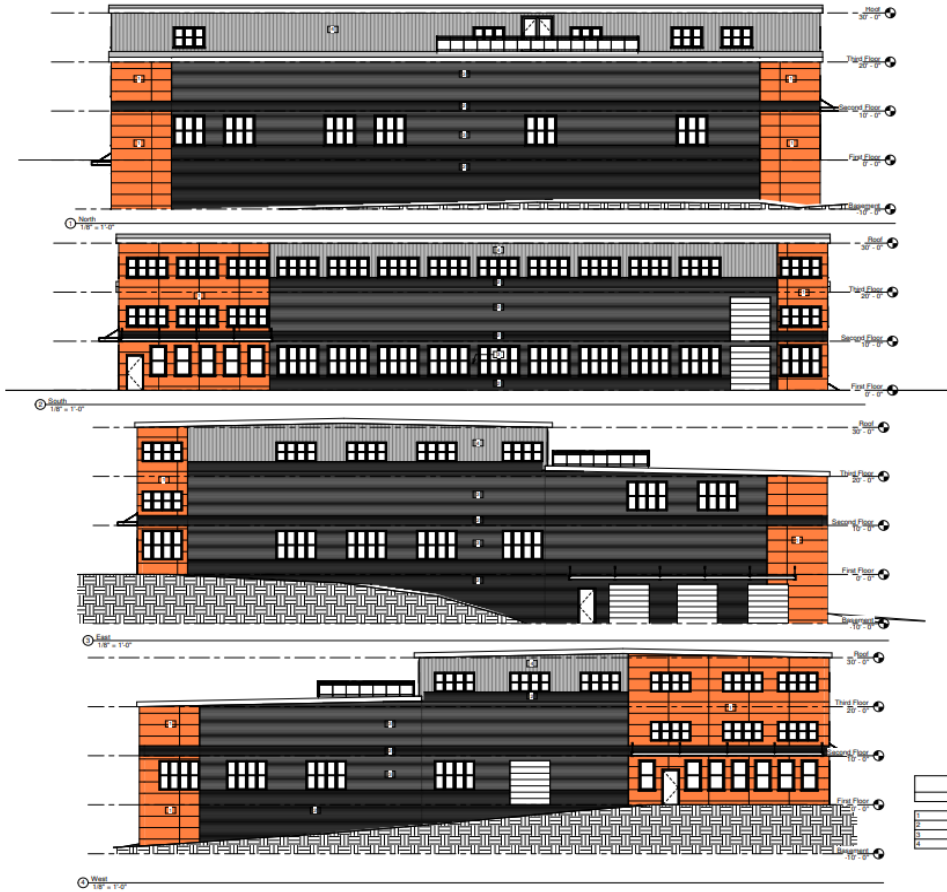
Sheboygan Self Storage  
1234 Kentucky Ave.

Concept Site Plan  
4/2/2024  
4/2/2024  
4/2/2024

C1  
1/8" = 1'-0"



1/8" = 1'-0"



Materials Legend	
	Material Identification
1	ACRYL PANEL
2	CHARCOAL GRAY METAL SIDING HORIZONTALLY APPLIED
3	LANDSCAPE METAL SIDING HORIZONTALLY APPLIED
4	LANDSCAPE METAL SIDING VERTICALLY APPLIED



Exterior Renovations  
Kentucky Ave. Building

Elevations  
1/3/2024  
1/3/2024  
1/3/2024

A3  
1/8" = 1'-0"





II

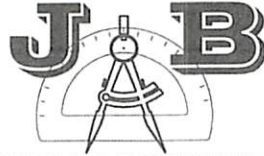
R. O. No. 118 - 22 - 23. By CITY CLERK. March 6, 2023.

Submitting an encroachment request from JB Site Design and Engineering, LLC pursuant to the request of the owner (Sheboygan Self Storage, LLC) of South 13<sup>th</sup> Street and Kentucky Avenue right of way for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade.

---

CITY CLERK

CityPlan



SITE DESIGN AND ENGINEERING, LLC

January 4, 2023

Mayor Ryan Sorenson  
City of Sheboygan, City Hall  
828 Center Avenue, Suite 300  
Sheboygan, WI 53081

RE: South 13<sup>th</sup> Street and Kentucky Avenue Right of Way Encroachment Request  
Sheboygan Self Storage, LLC  
1234 Kentucky Avenue  
Sheboygan, WI 53081

Pursuant to the request of the owner, we are formally petitioning the City of Sheboygan to consider the defined **557 square foot encroachment** within South 13<sup>th</sup> Street and Kentucky Avenue. The petition is being made to address three key components as defined below.

#### EXISTING BUILDING STRUCTURE

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#### PROPOSED EMERGENCY EGRESS

The existing (4) story building will be broken into multiple uses. The topography of the site defines Kentucky Avenue as being one story higher than the City of Sheboygan alleyway on the north side of the building. The grade transition occurs along the east and west sides of the building. The first floor, which is below the existing Kentucky Avenue grade line, will be self-storage which only requires access from the existing loading dock area at the northeast corner of the building. The second and fourth floors are designated for office space use and the third floor is designated for additional self-storage. Two internal stair towers have been constructed, one on the east side of the building and one on the west. The east stair tower allows for access 'at grade' through an existing man-door at the southeast corner of the building (Kentucky Avenue). Due to the grade transition along South 13<sup>th</sup> Street, the existing grade outside of the west second floor stair toward is approximately 3-feet lower. The encroachment petition includes a 5-foot x 5-foot poured concrete landing and stairs directed south down to existing grade.

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If any additional information is required, please feel free to contact our office to discuss.

Sincerely,

Joseph Bronoski





# ENCROACHMENT EXHIBIT

Item 10.

Parcel Line Table		
Line #	Direction	Length
L1	S0°34'04"W	0.38'
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## LEGEND

O = Iron Stake Found

C/L SOUTH 13TH STREET

ALLEY

EXISTING BUILDING  
NO. 1234

LOT 7  
BLOCK 257

LOT 8  
BLOCK 257

LOT 9  
BLOCK 257

BUILDING IS 0.8' SOUTH AND  
1.7' WEST OF PROPERTY LINE

BUILDING 0.4'  
SOUTH OF THE  
PROPERTY LINE

P.O.B.

SE COR  
BLOCK 257

N89°48'59"W 220.68'

SOUTH LINE OF BLDG.

PROPOSED  
ENCROACHMENT

40' WIDE R.O.W.

C/L KENTUCKY AVENUE



Scale: 1" = 30'

CEDAR CREEK SURVEYING, LLC  
www.cedarcreeksurveying.com

FILE No.: 2022022 DATE: 1/9/2023 PAGE:



Legal Description of Encroachment Area adjacent to Parcel #59281507730

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## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

**ITEM DESCRIPTION:** R.O. 118-22-23 and G.O. 29-22-23 by Alderperson Perrella granting Sheboygan Self Storage, LLC, its successors and assigns, the privilege of encroaching upon described portions of South 13th Street and Kentucky Avenue right of way in the City of Sheboygan for the purpose of addressing the existing building structure, emergency egress, and adding a sun shade feature.

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

**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 2023

**FISCAL SUMMARY:**

Budget Line Item:	N/A
Budget Summary:	N/A
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**STATUTORY REFERENCE:**

Wisconsin	N/A
Statutes:	
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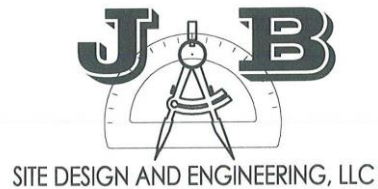
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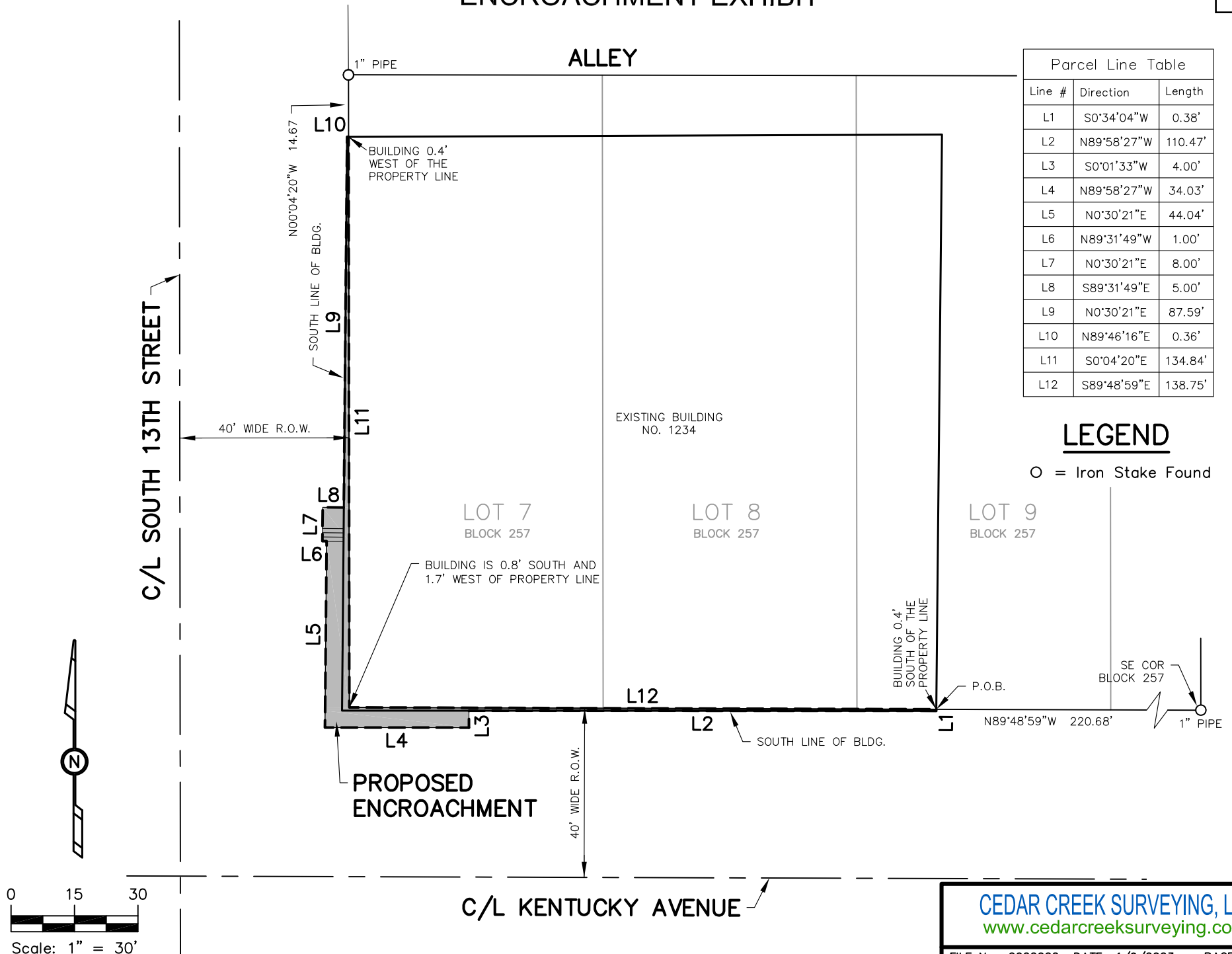
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## LEGEND

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**CEDAR CREEK SURVEYING, LLC**  
[www.cedarcreeksurveying.com](http://www.cedarcreeksurveying.com)

FILE No.: 2022022 DATE: 1/9/2023 PAGE:

104

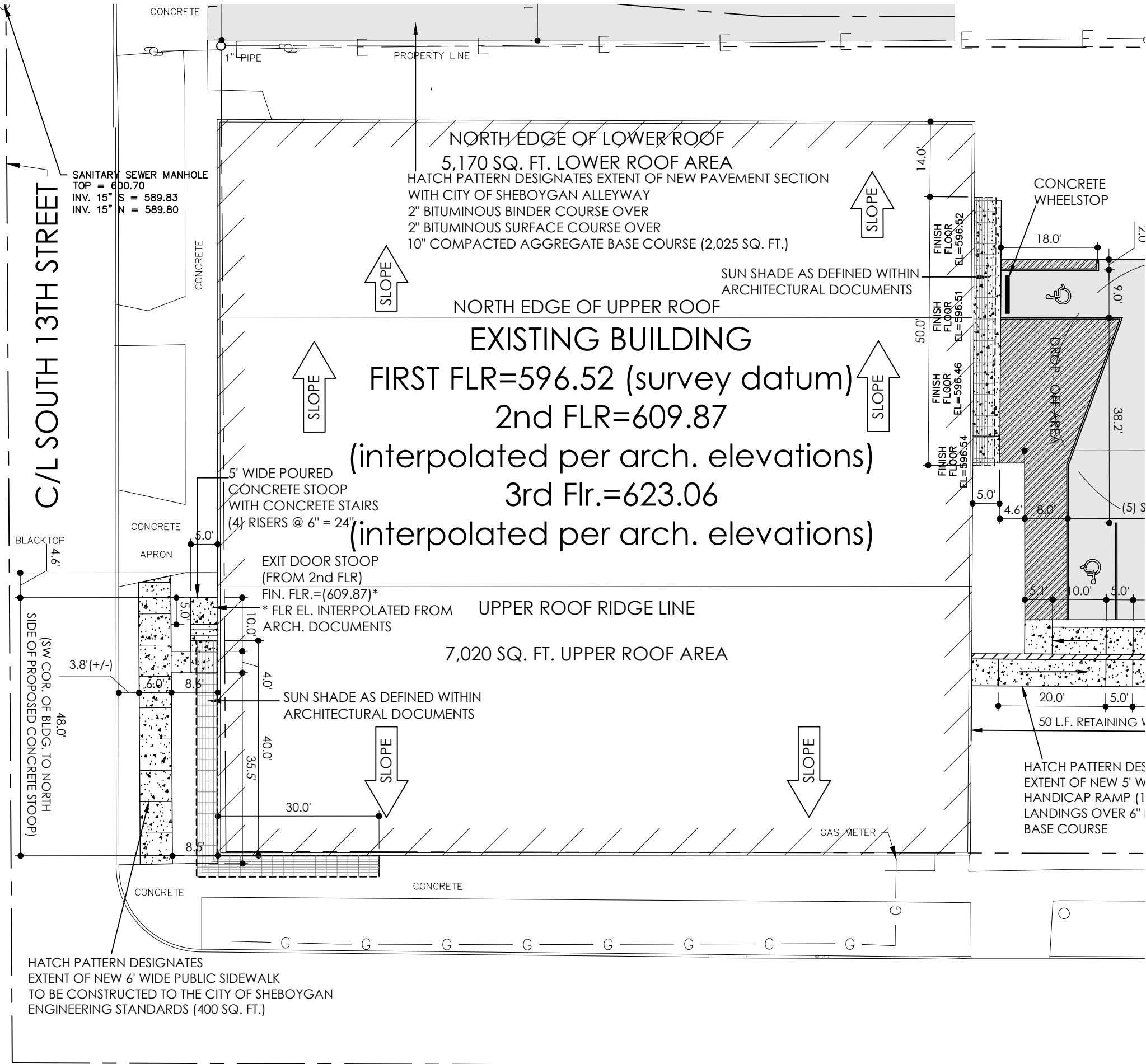
Legal Description of Encroachment Area adjacent to Parcel #59281507730

A Part of the South 13th Street Right-of-way and Kentucky Avenue Right-of-way adjacent to Block 257 of the Original Plat of Sheboygan, being part of the Southeast 1/4 of the Northeast 1/4, Section 27, T15N, R23E, City of Sheboygan, Sheboygan County, Wisconsin described as follows:

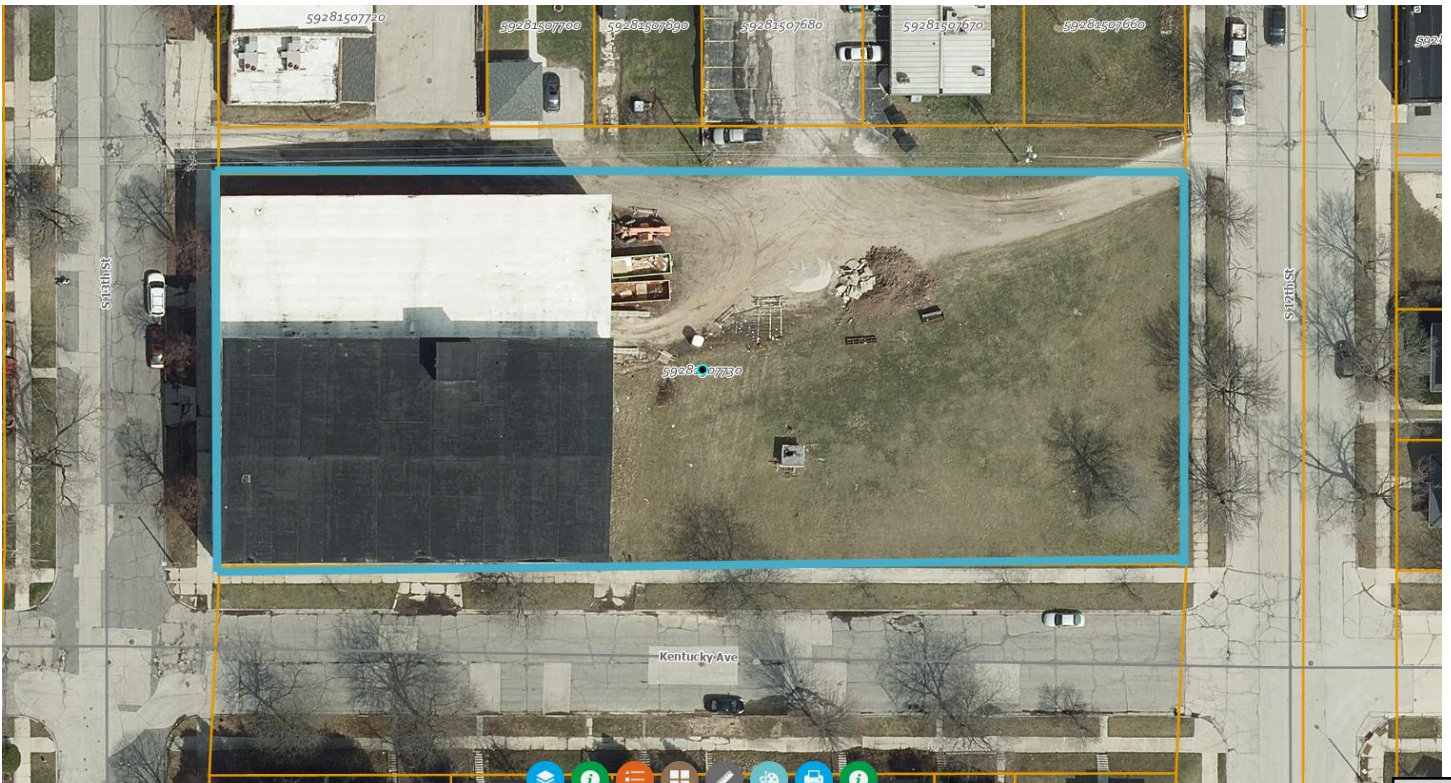
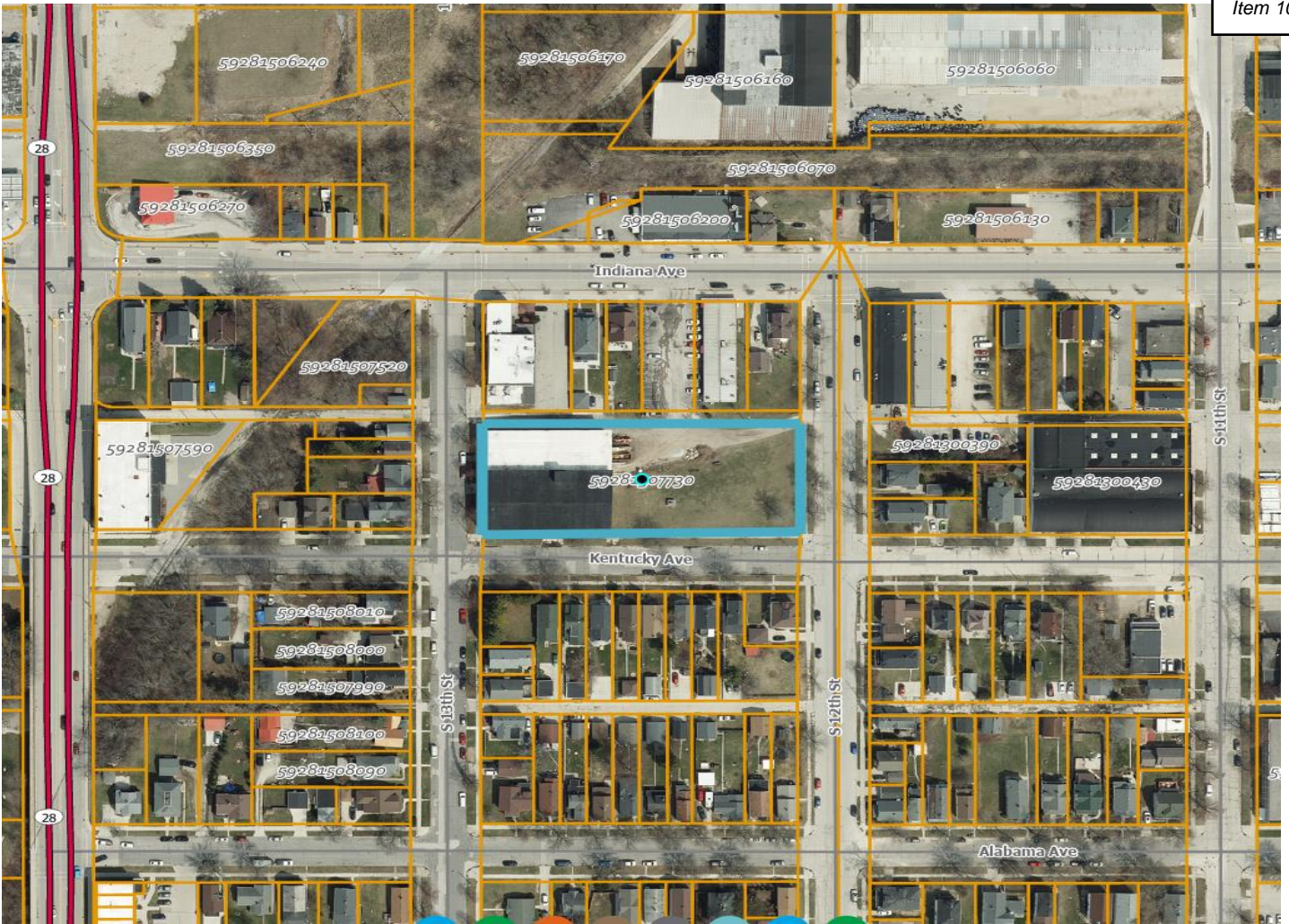
Commencing at the Southeast Corner of Block 257 of the Original Plat of Sheboygan; thence N89°48'59"W 220.68 feet along the South line of said Block 257 to the POINT OF BEGINNING of this description; thence S00°34'04"W 0.38 feet along the East wall of said Building No. 1234; thence N89°58'27"W 110.47 feet along the South Wall of said Building; thence S00°01'33"W 4.00 feet; thence N89°58'27"W 34.03 feet; thence N00°30'21"E 44.04 feet; thence N89°31'49"W 1.00 feet; thence N00°30'21"E 8.00 feet; thence S89°31'49"E 5.00 feet; thence N00°30'21"E 87.59 feet along the West Wall of said Building No. 1234; thence N89°46'16"E 0.36 feet; thence S00°04'20"E 134.84 feet along the West line of Lot 7 of said Block 257; thence S89°48'59"E 138.75 feet along the South line of said Block 257 to the point of beginning.

This described portion contains 557 square feet or 0.013 acres.











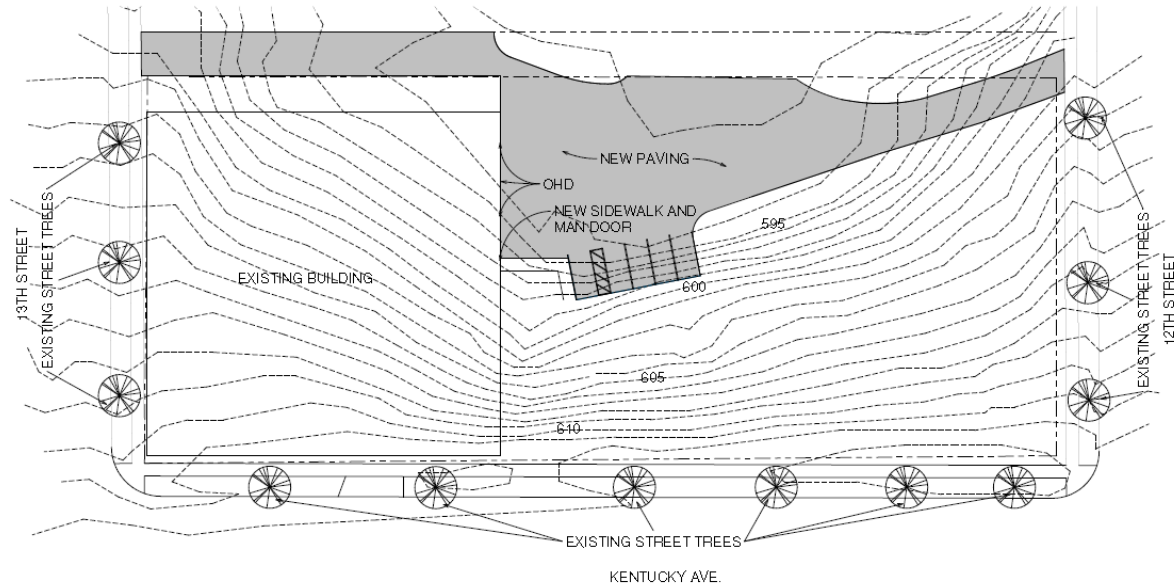




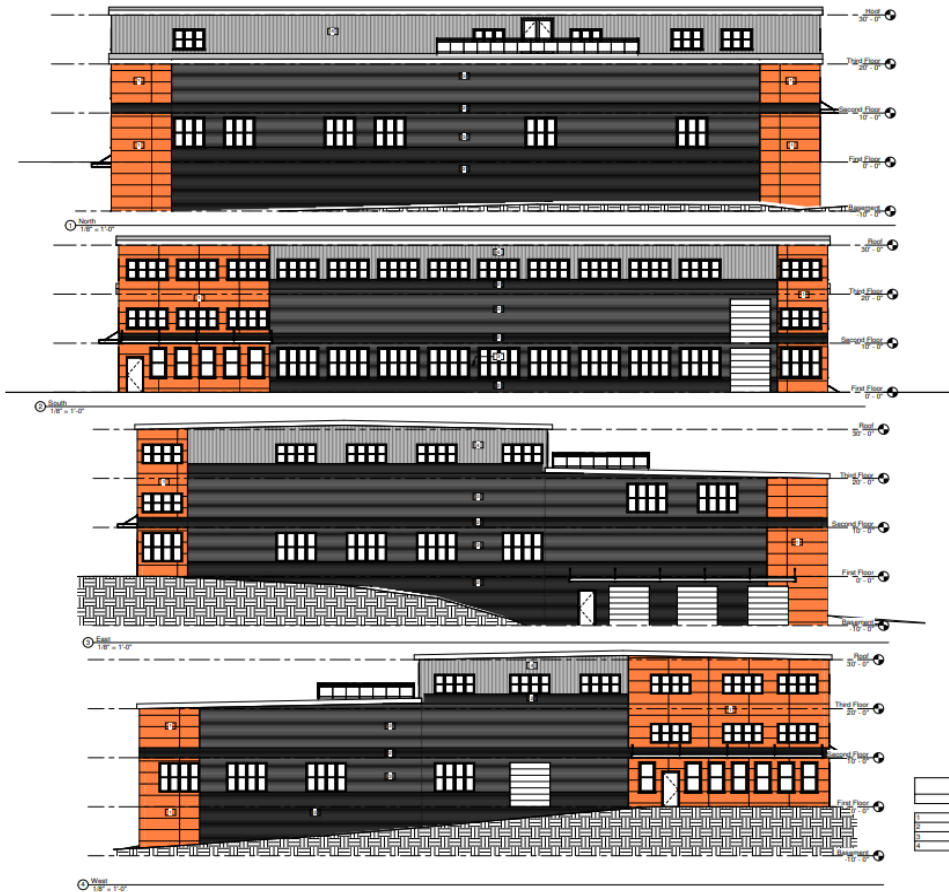
Sheboygan Self  
Storage  
1234 Kentucky Ave.

Concept Site Plan  
Sheet No. 42/200  
Scale: 1" = 40'-0"

C1  
Scale: 1" = 40'-0"



1" = 40'-0"



Materials Legend	
	Material Identification
1	ACRYL PANEL
2	CHARCOAL GRAY METAL SIDING HORIZONTALLY APPLIED
3	LANDSCAPE METAL SIDING HORIZONTALLY APPLIED
4	LANDSCAPE METAL SIDING VERTICALLY APPLIED



Exterior Renovations  
Kentucky Ave. Building

Elevations  
1/15/2018  
Scale: 1/8" = 1'-0"

A3  
Scale: 1/8" = 1'-0"





III

Res. No. 154 - 22 - 23. By Alderpersons Felde and Filicky-Peneski.  
March 6, 2023.

A RESOLUTION vacating the east-west alley between South 10th Street and the former South Commerce Street, located in Block 243 of the Original Plat.

RESOLVED: That by and through the passage of this Resolution it is the declared judgment and finding of the Common Council of the City of Sheboygan that the public interest requires the vacation of the hereinafter described alley, with a legal description as attached hereto and incorporated by reference.

BE IT FURTHER RESOLVED: That the portion of roadway in the City and County of Sheboygan, State of Wisconsin, described as:

The east-west alley between South 10th Street and the former South Commerce Street, located in Block 243 of the Original Plat

be and it is hereby vacated and discontinued under the provisions of Wis. Stat. § 66.296(2).

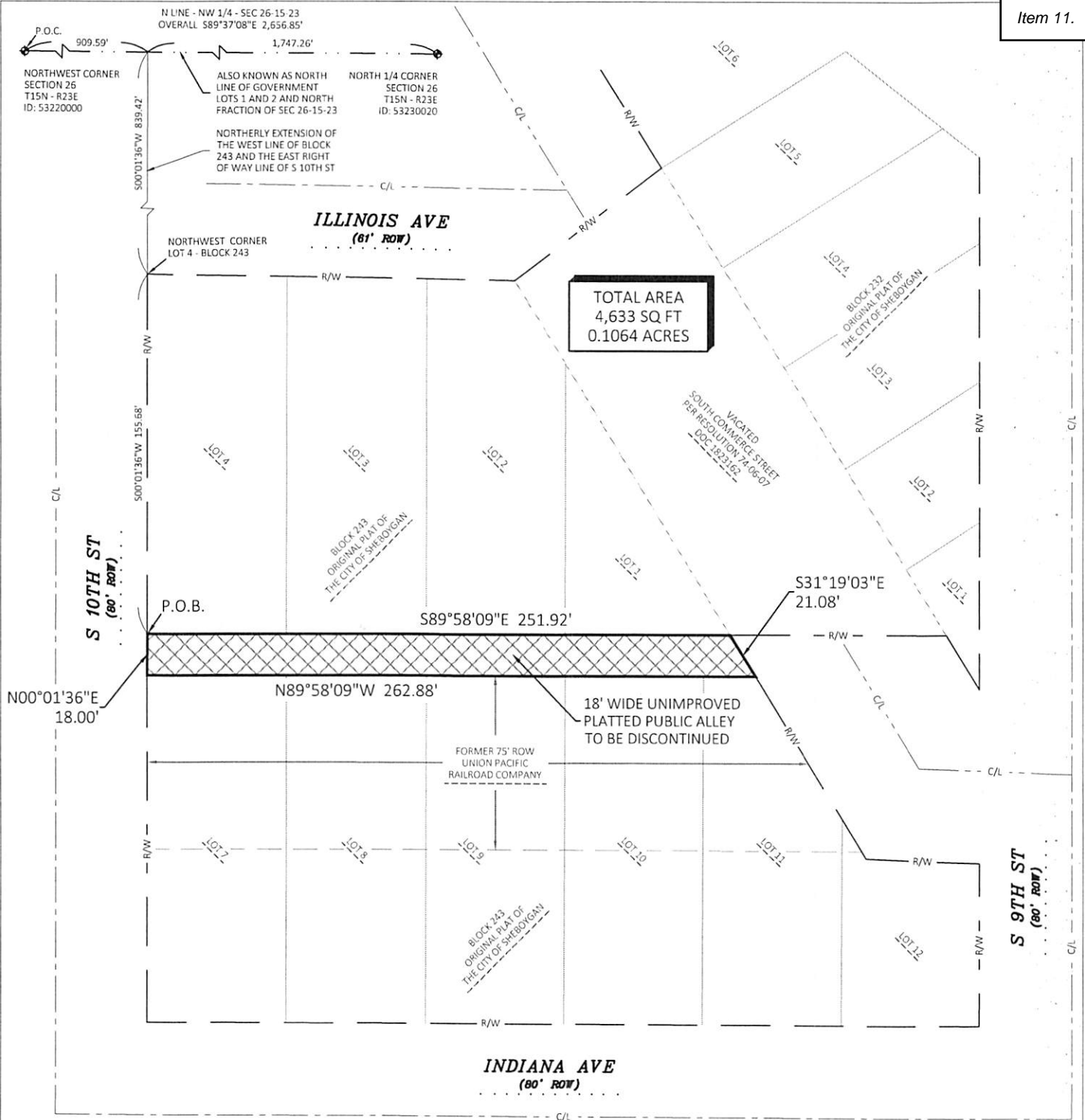
BE IT FURTHER RESOLVED: That the City Clerk is hereby authorized and directed to cause the recording of a certified copy hereof together with a map of such vacated alley in the office of the Register of Deeds for Sheboygan County, Wisconsin.

I HEREBY CERTIFY that the foregoing Resolution was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Dated \_\_\_\_\_ 20 . \_\_\_\_\_, City Clerk

Approved \_\_\_\_\_ 20 . \_\_\_\_\_, Mayor





## GENERAL NOTE

ALLEY LOCATION BASED OFF SIGMA GROUP  
ALTA /NPS LAND TITLE SURVEY  
PROJECT NO: 20764 - DATED: 2/6/2023 (REV 2)  
BY: KEVIN A. SLOTTKE (S-2503)

## LEGEND



RECORDED SHEBOYGAN  
COUNTY MONUMENT



0 60 120  
FEET

BEARINGS ARE REFERENCED TO THE NORTH LINE OF  
THE NORTHWEST 1/4 OF SECTION 26-15-23  
RECORDED AS S89°37'08"E  
(SHEBOYGAN COUNTY COORDINATES - NAD83 (1991))

MAP PREPARED BY: MICHAEL P. BORN, PLS DATED: 02/21/2023  
MAP REVIEWED BY: TYLER D. HILL, CST

REV: N/A

CITY OF SHEBOYGAN  
PUBLIC WORKS

City of Sheboygan  
Department of Public Works  
Engineering Division  
2026 New Jersey Avenue  
Sheboygan, WI 53081

**EXHIBIT A - PROPOSED ALLEY DISCONTINUANCE**  
PART OF BLOCK 243 OF THE ORIGINAL PLAT OF THE CITY OF SHEBOYGAN LOCATED  
IN GOVERNMENT LOT 2 OF SECTION 26, TOWN 15 NORTH, RANGE 23 EAST  
CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

Designed By	N/A
Drawn By	MPB
Checked By	TDH
Plot Date	2/21/2023
Project Date	FEB 2023
Sheet No.	10

## PROPOSED ALLEY DISCONTINUANCE LEGAL DESCRIPTION

PART OF BLOCK 243 OF THE ORIGINAL PLAT OF THE CITY OF SHEBOYGAN  
LOCATED IN GOVERNMENT LOT 2 OF SECTION 26, TOWN 15 NORTH - RANGE 23 EAST,  
CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

All of an 18 foot wide unimproved platted public alley being part of Block 243 of the Original Plat of the City of Sheboygan located in Government Lot 2 of Section 26, Town 15 North - Range 23 East, City of Sheboygan, Sheboygan County, Wisconsin and being more particularly described as follows:

Commencing at the Northwest corner of said Section 26, thence South 89°37'08" East along the North line of said Government Lot 2 of Section 26, and its Easterly extension, a distance of 909.59 feet to the Northerly extension of the West line of said Block 243 and the East right of way line of South 10th Street;  
thence South 00°01'36" West along said Northerly extension, a distance of 839.42 feet to the Northwest corner of Lot 4 of said Block 243 and the South right of way line of Illinois Avenue;  
thence continuing South 00°01'36" West along the West line of said Lot 4 and said East right of way line of South 10th Street, a distance of 155.68 feet to the Southwest corner of said Lot 4, the North right of way line of said alley, and the Point of Beginning for this description;  
thence South 89°58'09" East along the North right of way line of said alley and the South lines of Lots 4, 3, 2, and 1 of said Block 243, a distance of 251.92 feet to the Southeast corner of said Lot 1, the Northeasterly right of way line of said alley, and the Southwesterly right of way line of South Commerce Street;  
thence South 31°19'03" East along the Northeasterly right of way line of said alley and said Southwesterly right of way line of South Commerce Street, a distance of 21.08 feet to the South right of way line of said alley and the North line of Lot 11 of said Block 243;  
thence North 89°58'09" West along the South right of way line of said alley and the North lines of Lots 11, 10, 9, 8, and 7 of said Block 243, a distance of 262.88 feet to the Northwest corner of said Lot 7, the West right of way line of said alley, and said East right of way line of South 10th Street;  
thence North 00°01'36" East along the West right of way line of said alley and said East right of way line of South 10th Street, a distance of 18.00 feet to said Southwest corner of Lot 4, the North right of way line of said alley, and the Point of Beginning.

The land described above contains 0.1064 acres (4,633 square feet) of land, more or less.

End of description.

LEGAL DESCRIPTION PREPARED BY: MICHAEL P. BORN, PLS      DATED: 2/21/2023      REV: N/A  
LEGAL DESCRIPTION CHECKED BY: TYLER D. HILL, CST

**CITY OF SHEBOYGAN  
PUBLIC WORKS**

City of Sheboygan  
Department of Public Works  
Engineering Division  
2026 New Jersey Avenue  
Sheboygan, WI 53081

**EXHIBIT B - PROPOSED ALLEY DISCONTINUANCE**  
PART OF BLOCK 243 OF THE ORIGINAL PLAT OF THE CITY OF SHEBOYGAN LOCATED  
IN GOVERNMENT LOT 2 OF SECTION 26, TOWN 15 NORTH, RANGE 23 EAST  
CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

Designed By	N/A
Drawn By	MPB
Checked By	TDH
Plot Date	2/21/2023
Project Date	FEB 2023
Sheet No.	20



## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** R.O. 154-22-23 by Alderpersons Felde and Filicky-Peneski vacating the east-west alley between S. 10th Street and the former S. Commerce Street, located in Block 243 of the Original Plat.

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

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**REPORT DATE:** March 24, 2023

**MEETING DATE:** March 28, 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:**

General Capital is proposing to construct the Berkshire Sheboygan Riverfront apartments and townhomes at the northeast corner of the S. 10<sup>th</sup> Street and Indiana Avenue intersection. The Berkshire Sheboygan Riverfront project is a \$30.2 million redevelopment of City of Sheboygan Redevelopment Authority (RDA) owned property consisting of an 83-unit independent senior building with “podium-style” underground parking and 18 townhomes in a separate building facing Indiana Avenue.

In addition to these living units, the project will incorporate an extension of the future pedestrian path following the east-west vacated alley and an open green space to be deeded to the City as public open space on the river.

Together, the project will redevelop approximately 2.5 acres of former brownfield and underutilized property on the Sheboygan River.

The property is owned by the City of Sheboygan Redevelopment Authority and it will be sold for the Berkshire Sheboygan Riverfront apartments and townhomes as described above. In order to develop the property as proposed, there is the need to vacate the unimproved alley that currently exists between S. 9<sup>th</sup> and 10<sup>th</sup> Streets. Vacation of the unimproved alley permits General Capital the ability to purchase and develop the property as proposed.

**STAFF COMMENTS:**

Staff recommends approval of the proposed vacation.

**ACTION REQUESTED:**

Motion to approve.

**ATTACHMENTS:**

Vacation Petition and required attachments









**KEY**

- A. RESIDENT APARTMENTS
- B. COMMERCIAL/RETAIL SPACE (WITHIN DESIGN APPOINTMENT BUILDING)
- C. PLAZA - LANDSCAPED AND TEXTURED CONC
- D. TRASH/STORAGE
- E. NEW CONDO, BENTLEY AND GARAGE/POSSIBLE
- F. STAIR CASE
- G. RESIDENT SERVICE BUILDING
- H. OVERHANG/COVERED LAUNDRY
- I. EXTERIOR TRAIL ENCLASURE (TOWNSHIP)
- J. WORKSHOP/STOCK
- K. STORAGE/WORKSHOP (TRUCK)
- L. BIKE RACKS

**UNIT MATRIX**

UNIT TYPE	NO. OF UNITS	NO. OF BATHS	NO. OF KITCHENS	NO. OF BEDROOMS	NO. OF GARAGES	NO. OF STAIRS	NO. OF TRASH	NO. OF STORAGE	NO. OF BIKE RACKS
1-BED	1	1	1	1	1	1	1	1	1
2-BED	2	2	2	2	2	2	2	2	2
3-BED	3	3	3	3	3	3	3	3	3
4-BED	4	4	4	4	4	4	4	4	4
5-BED	5	5	5	5	5	5	5	5	5
6-BED	6	6	6	6	6	6	6	6	6
7-BED	7	7	7	7	7	7	7	7	7
8-BED	8	8	8	8	8	8	8	8	8
9-BED	9	9	9	9	9	9	9	9	9
10-BED	10	10	10	10	10	10	10	10	10
11-BED	11	11	11	11	11	11	11	11	11
12-BED	12	12	12	12	12	12	12	12	12
13-BED	13	13	13	13	13	13	13	13	13
14-BED	14	14	14	14	14	14	14	14	14
15-BED	15	15	15	15	15	15	15	15	15
16-BED	16	16	16	16	16	16	16	16	16
17-BED	17	17	17	17	17	17	17	17	17
18-BED	18	18	18	18	18	18	18	18	18
19-BED	19	19	19	19	19	19	19	19	19
20-BED	20	20	20	20	20	20	20	20	20

**NOTES:**

- 1. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IBC.
- 2. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IRC.
- 3. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 4. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 5. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 6. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 7. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 8. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 9. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 10. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 11. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 12. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 13. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 14. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 15. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 16. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 17. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 18. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 19. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.
- 20. ALL UNITS SHALL BE CONFORMANT WITH THE 2015 IEBC.



**BERKSHIRE - SHEBOYGAN RIVERFRONT**  
10th Ave & 10th St  
Sheboygan, WI 53081  
PROJECT NUMBER: 220018

DESIGNED BY: ENGEBERG ANDERSON ARCHITECTS  
REVISIONS: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 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