



# **CITY PLAN COMMISSION AGENDA**

**July 12, 2022 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. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the City Development Department at 920-459-3377 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Roll Call
2. Pledge of Allegiance
3. Introduction of committee members and staff
4. Identify potential conflict of interest

## **MINUTES**

5. Approval of the Plan Commission minutes from June 28, 2022.

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

6. Application for Conditional Use and Sign Permit with exceptions by Marshall Sign to install new signage for George D. Warriner Schools located at 830 Virginia Avenue.
7. Application for Conditional Use and Sign Permit with exceptions by Sign Me Up of Wisconsin, LLC to install new signage for Third Coast Vascular located at 1441 N. Taylor Drive.
8. Application for Conditional Use Permit with exceptions by Boston, Inc. to operate Ashley HomeStore at 2625 S. Business Drive (former Pick N Save).
9. Bookworm Gardens time extension request to a previously approved conditional use permit to construct a new Nature School Yurt and restroom facility at 1415 Campus Drive.

## **NEXT MEETING**

10. July 26, 2022

## **ADJOURN**

11. Motion to Adjourn

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

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



**CITY OF SHEBOYGAN**  
**CITY PLAN COMMISSION MINUTES**  
**Tuesday, June 28, 2022**

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**OPENING OF MEETING**

**MEMBERS PRESENT:** Mayor Sorenson, Jerry Jones, Marilyn Montemayor, Alderperson Mitchell, Ryan Sazama, David Hoffman and John Motiska

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

**OPENING OF MEETING**

1. Roll Call

Chair Mayor Sorenson called the meeting to order.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Introduction of committee members and staff

Introductions were made.

4. Identify potential conflict of interest

No committee member had a conflict of interest.

**MINUTES**

5. Approval of the Plan Commission minutes from May 24, 2022.

Motion by Marilyn Montemayor, second by Jerry Jones to approve. Motion carried.

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

6. Application for Conditional Use with exceptions by MVP Storage, LLC to operate a multi-tenant commercial facility at 1029 Michigan Avenue (former Salvation Army).

Motion by Jerry Jones, second by Ryan Sazama 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, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall obtain all necessary permits for the storage and the handling of hazardous chemicals and/or fuels (applicant shall be in contact with building inspection, fire department, etc.).
3. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
4. The applicant is not permitted to store vehicles inside the building nor do auto repair/service from this building.
5. If using dumpsters, the 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 Slatted

(PDS) material in order to effectively screen the dumpster. Dumpsters shall be screened and enclosed prior to issuance of an occupancy permit.

6. Outdoor storage of materials, products or equipment shall be prohibited (no soda machines, product displays for sale, equipment, etc.).
7. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
8. 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.
9. 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.
10. Applicant may reface existing cabinet sign but any proposed and future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs).
11. Applicant shall not be able to have string lights, pennants, inflatables, or other various types of temporary signage.
12. Applicant shall remove all unused signage and all signage referring to previous business.
13. Applicant is responsible for working with all private and public utilities in order to adequately service this development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
14. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
15. Any future/additional uses of the facility/property such as additional tenants, additions, site improvements, etc. may require conditional use permit and architectural review.
16. If the applicant proposes any type of exterior remodel/renovation to the building, City of Sheboygan Architectural Review Board approval is required prior to construction.
17. 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 with exceptions by Caliber Collision to operate from at 645 S. Taylor Drive (former Napa Auto Parts).

Motion by Jerry Jones, second by Dave Hoffman 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, federal, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. 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.).
3. The facility will meet all zoning requirements including but not limited to noise, smells, vibration, hazardous materials, etc. If any issues arise, this matter may be brought back to the Plan Commission for review.
4. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
5. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatted (PDS) material in order to effectively screen and enclose the dumpster. Dumpster fencing shall match fencing of outdoor vehicle storage area fence.

6. The applicant may store outdoors vehicles waiting to be serviced in the screened and enclosed outdoor storage area (vehicles only) and this vehicular outdoor storage area shall be properly maintained in an orderly fashion at all times (south side of building). This area may not be used to store inoperable or unlicensed vehicles. If any issues arise concerning outdoor storage, this matter may be brought back to the Plan Commission for review.
7. All other outdoor storage of materials, products or equipment shall be prohibited.
8. Any fencing/retaining wall shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance.
9. Applicant shall install chain link fence/gates with black slatting materials for the outdoor vehicle storage area (per the submitted plans). Applicant shall submit proposed fence to staff for review. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Applicant shall obtain the necessary permits prior to installation.
10. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, hoods, venting, etc.). Applicant shall work with staff with regards to constructing a well-designed rooftop and ground level mechanical screening for the site that utilizes colors and materials similar to the building. Staff may bring the proposed mechanical design back to the Plan Commission for review/approval.
11. Applicant shall install the low profile rooftop venting and not stacks (The low profile duct package) that keeps the exhaust stack at four (4) feet above the roof and the intake makes a 90 degree turn and runs parallel to the roof to get the 10 foot separation). The applicant shall provide these HVAC plans to planning staff prior to building permit issuance.
12. 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.
13. 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.
14. Proposed and future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs).
15. Applicant shall remove all unused signage and all signage referring to previous businesses.
16. 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).
17. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
18. 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.
19. All vehicles shall be located on the private property and shall not be located on any City streets, public rights-of-way, other private properties, etc. Vehicles may be parked/stored on paved surfaces (not gravel or landscaped areas).
20. If the applicant proposes any type of exterior remodel/renovation to the building, City of Sheboygan Architectural Review Board approval is required prior to construction.
21. 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.

8. Application for Precise Implementation Plan by South Pier Family Investments, LLC, to construct the Phase of SP Riverfront Condominiums located in the S. Pier District along S. Pier Drive (between Phase 1 Condos and the fish cleaning station).

Motion by Jerry Jones, second by Marilyn Montemayor 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, water, sewer, health, storm drainage, floodplain, DNR, 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 is responsible to ensure that the proposed buildings are meeting all Federal, State and Local codes pertaining to the Sheboygan River Floodplain.
3. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
4. 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 issuance of an occupancy permit.
5. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Dumpster shall be completed prior to issuance of an occupancy permit.
6. Outdoor storage of materials, products or equipment shall be prohibited.
7. 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.).
8. 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.
9. Applicant shall install signage meeting the South Pier Design Guidelines and shall work with staff with regards to appropriate signage. Applicant will be required to submit the final design package in order to be incorporated into the approved PIP. 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.
10. Wall signage will be individual letter signs (no flat panel or interior lit cabinet signs).
11. All areas used for parking/maneuvering of vehicles shall be paved.
12. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
13. Any new ingress/egress driveway openings and any drives to be closed or modified shall be improved to standard City specifications.
14. Applicant is responsible for installing sidewalk and all public improvements along S. Pier Drive and/or fish cleaning station to standard City specifications.
15. Applicant will provide adequate public access along all streets, sidewalks and riverfront promenade and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the SP Riverfront Condominiums development (utilities, streets, etc.).
16. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
17. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
18. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
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. Nothing will be located on the Sheboygan public right-of-way unless the required encroachments are obtained (stairs on riverside).
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, curb, gutter, sidewalk, pavement, utilities, street trees, etc.).
  21. If necessary, the applicant shall be required to obtain the necessary encroachment to utilize the riverfront promenade public right-of-way and/or the 35-foot utility easement for building, landscaping, etc. Applicant shall work with City Development and Engineering staff to determine the exact locations of these improvements. No building and/or sign permits shall be issued for any of the structures that will utilize the riverfront promenade public right-of-way and/or the 35-foot utility easement until such time as the encroachment has been obtained.
  22. Applicant is responsible for working with all private and public utilities in order to adequately service this condo development proposal (applicant will need to provide the necessary easements and/or relocate utilities as necessary).
  23. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, etc.
  24. Applicant shall not negatively impact soils, deadmen tie backs of the seawall, etc.
  25. The applicant is responsible for all of the documentation, construction and costs involved in relocating the utilities as necessary for Phase 2.
  26. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the SP Riverfront Condominiums.
  27. If applicant has not obtained building permits for Phase 2 within a one (1) year after PIP approval, the applicant will assign the remaining property back to the City of Sheboygan Redevelopment Authority (area east of the center line of the City public utility easement).
  28. If the applicant does not proceed with Phase 2, the applicant shall grade and landscape/grass all private and public lands/property, temporary roads, temporary access drives, etc. 60 days after the City is notified that the applicant is not proceeding with Phase 2. Within this same 60 day period, the applicant shall also be required to remove any permanent/temporary off-premise signage, structures, etc. from this parcel.
  29. If there are any amendments to the approved PIP (including but not limited to site plan, architectural design, etc.) the applicant will have to submit an amended PIP for review by the Plan Commission that accurately reflects any and all proposed changes.

Exceptions granted:

- To have a building height of 33.3 feet (condo roof 33.3 feet and stair tower roofline is 40 feet) - Maximum building height is 20 feet (zoning).
- To have a zero (0) foot rear building setback.

Motion carried.

9. Application for Conditional Use Permit with exceptions by Judy Moncree to operate Oneness Child Care Center in the multi-tenant facility located at 509B Superior Avenue.

Motion by Jerry Jones, second by Marilyn Montemayor 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. Applicant is responsible to ensure that the proposed child care center uses are meeting all Federal, State and Local codes and licensing requirements. Applicant shall provide the required license prior to issuance of an occupancy permit to occupy and operate from this address/site.
3. If using dumpsters, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
4. Outdoor storage of materials, products, equipment, toys, etc. shall be prohibited except within the playground area.
5. The applicant shall submit the outdoor play ground plans back to staff for review and approval before any outdoor playground can be opened and operated from this site (location, fencing, bollards, designs, materials, colors, dimensions, heights, landscaping, etc.). Applicant shall design the playground to be appropriately safe from vehicles that will also be located in the parking lot. Applicant shall landscape the driveway area along the alley so no vehicles can enter the parking lot from the alley in order to protect playground to be installed adjacent to this area (west of their tenant space at the southwest corner of the property). If staff has any concerns with proposed playground design, the matter may be brought back to the Plan Commission for their consideration.
6. Any fencing/retaining wall shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance.
7. Maximum height of such fence will be six (6) foot high.
8. Applicant shall submit proposed fence plans to staff for review. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Applicant shall obtain the necessary permits prior to installation.
9. 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.
10. Applicant shall obtain the necessary sign permits prior to installation. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs). 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.
11. If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.
12. At such time as the daycare moves or stops operating from the site, the owner shall be required to remove the playground and bring back the parking lot to its original state.
13. If there are any amendments to the approved use and/or site plan, the applicant will be required to submit a new site plan and/or conditional use application reflecting those amendments.

Motion carried.

10. Application for Conditional Use Permit with exceptions by Walmart to relocate their pick-up and delivery service and to replace/install new signage at 3711 S. Taylor Drive.

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

1. Prior to building permit issuance, the applicant shall obtain all licenses and 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. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. 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.).
4. 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.
5. Dumpsters shall be screened/enclosed and constructed of like materials/colors of the facility.
6. Outdoor storage of materials, products or equipment shall be prohibited.

7. All containers located at the east/rear side of the property shall be removed once the project is complete (loading dock area west of Greenwing Drive).
8. Any fencing/retaining wall shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance.
9. Applicant shall install matching ornamental fencing as proposed per plans (design, materials, colors, heights, etc.). The fence shall be a color similar to that of the building. Applicant shall submit proposed fence to staff for review. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration. Applicant shall obtain the necessary permits prior to installation.
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 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 (except those areas granted an exception).
12. Applicant shall obtain the necessary sign permits for each sign permit to be installed prior to installation. Applicant shall be permitted to install individual letter signs – no cabinet or panel signs.
13. For any wall signage to be removed, the applicant shall patch and repair the wall as needed utilizing finishes that match the existing building (signage to be removed per plan).
14. Future signage at this property/facility shall be individual letter signs (no flat panel or interior lit cabinet signs).
15. Maximum height of directional signs shall be eight (8) feet tall.
16. The parking lot and drive-through facilities shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.
17. All areas used for parking or maneuvering of vehicles shall be paved.
18. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
19. 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).
20. 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.
21. Any future/additional uses of the facility/property, additions, site improvements, etc. may require conditional use permit and architectural review.
22. Building shall be painted per plans submitted/approved.
23. If the applicant proposes any type of exterior remodel/renovation to the building, City of Sheboygan Architectural Review Board approval is required prior to construction.
24. If there are any amendments to the approved site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

Exceptions granted:

- To have additional wall and directional signage.

Motion carried.

11. Preliminary Plat Approval for North Town in the Town of Sheboygan.

Motion by Jerry Jones, second by Alderperson Mitchell to recommend approval. Motion carried.

12. Res. No. 32-22-23 by Alderperson Mitchell pursuant to the extraterritorial plat approval jurisdiction of the City of Sheboygan approving the final plat of Maywood Estates subdivision in the Town of Sheboygan.

Motion by Marilyn Montemayor, second by Dave Hoffman to recommend approval. Motion carried.

13. R. O. No. 24-22-23 by City Clerk submitting a communication from M. Squared Properties requesting an encroachment on their property located at 1444 Pershing Avenue for the purpose of creating an asphalt driveway and parking lot.

Motion by Jerry Jones, second by Alderperson Mitchell to recommend approval. Motion carried.

14. Gen. Ord. No. 4-22-23 by Alderperson Felde granting M Squared Properties, its successors and assigns, the privilege of encroaching upon described portions of 1444 Pershing Avenue in the City of Sheboygan for the purpose of creating an asphalt driveway and parking lot.

Motion by Jerry Jones, second by Alderperson Mitchell to recommend approval. Motion carried.

15. R. O. No. 23-22-23 by City Clerk submitting a communication from Grateful Properties, LLC requesting an encroachment on their property located at 340/342 South Pier Drive for the purpose of adding an outdoor seating deck.

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

16. Gen. Ord. No. 3-22-23 by Alderperson Perrella repealing Gen. Ord. No. 39-21-22 granting Harbor Cafe, LLC, its successors and assigns, the privilege of encroaching upon certain portions of 340/342 South Pier Drive in the City of Sheboygan and granting Grateful Properties, LLC, its successors and assigns, the privilege of encroaching upon expanded portions of 340/342 South Pier Drive, as described in the City of Sheboygan for the purpose of adding an outdoor seating deck.

Motion by Jerry Jones, second by Ryan Sazama to recommend approval. Motion carried.

#### **NEXT MEETING**

17. July 12, 2022

#### **ADJOURN**

18. Motion to Adjourn

Motion by Alderperson Mitchell, second by Jerry Jones to adjourn. Motion carried.

Being no further business, the meeting was adjourned at 4:41 p.m.



## CITY OF SHEBOYGAN

## REQUEST FOR PLANNING COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use and Sign Permit with exceptions by Marshall Sign to install new signage for George D. Warriner Schools located at 830 Virginia Avenue. UR -12

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

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**REPORT DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

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**FISCAL SUMMARY:**

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

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**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

Marshall Sign is proposing to install new signage at George D. Warriner Schools located at 830 Virginia Avenue. The applicant states:

- George D. Warriner Schools would like the ability to install new signage on this Sheboygan Area School District (SASD) property in order to better advertise their location. This is a 41sf wall sign advertising “George Warriner Schools” with logo:
  - The panel that the signage is to be installed on is 120sf (8 x 15)
  - The “W” logo is 22sf (3.6 x 5.8)
  - Individual letters advertising “George D. Warriner Schools” is 19sf (2.6 x 7.3)
- George D. Warriner Schools is applying for an exception because the Urban Residential (UR-12) zone only allows 24sf of signage and that size sign is pretty small on this large building. The 41sf sign will be located on the south facing wall to help people/students easily identify the location of the school in this building.
- George D. Warriner Schools currently has no signage at this facility and would like to put up a similar wall sign like Etude High School has in their section of the building to the west.

**STAFF COMMENTS:**

Applicant is requesting the following exceptions:

- To install a 41sf wall sign (120sf panel) - Maximum permitted sign area for a school in a residential zone is 24sf.
- To have more wall signage than what is permitted - Maximum permitted number of signs is one (1) sign per street frontage.

Applicant believes that the exceptions are justified due to the size of the facility that houses a couple of schools including:

- Central High School – monument and wall signs (west side of building)
- Etude School – two (2) wall signs (north and south sides of the building)
- SASD – one (1) electronic readerboard wall sign (north side of building)
- George Warriner – proposing one (1) wall sign (south side of building)

A couple of comments:

- Is there the need for the large background panel?
- The logo and letters are dimensional so there is a little depth to the sign and not just a flat panel.

**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. 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. Any additional signage for this facility will be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (exception, sign permits, etc.).

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

PARCEL NO. \_\_\_\_\_

MAP NO. \_\_\_\_\_

ZONING CLASSIFICATION: \_\_\_\_\_

Office Use Only

Item 6.

APPLICATION/FILE NO. \_\_\_\_\_

REVIEW DATE: \_\_\_\_\_

**FILING FEE: \$250.00** (Payable to City of Sheboygan)

## **CITY OF SHEBOYGAN APPLICATION FOR CONDITIONAL USE PERMIT**

Requirements Per Section 15.905  
Revised May 2018

Completed 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 two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

### **1. APPLICANT INFORMATION**

APPLICANT: Katie Scholz

ADDRESS: 220 Young St., Glenbeulah, WI 53023 E-MAIL: marshallsignkatie@wi.rr.com

PHONE: ( 920 ) 526-3100 FAX NO. ( )

### **2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT**

NAME OF PROPOSED/EXISTING BUSINESS: George D. Warriner Schools

ADDRESS OF PROPERTY AFFECTED: 830 Virginia Ave.

LEGAL DESCRIPTION: School

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: School

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: \_\_\_\_\_

Administrative Services building now to School

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: \_\_\_\_\_

Urban Residential (UR-12)

### 3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

Written justification for the proposed conditional use, indicating reasons why the applicant believes the proposed conditional use is appropriate.

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? \_\_\_\_\_

Urban Residential (UR-12)

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

How does the proposed conditional use maintain the desired consistency of land uses in relation to the setting within which the property is located? \_\_\_\_\_

Dimensional Wall Sign to direct kids to school

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

### 4. NAMES AND ADDRESS (Indicate N/A for "Not Applicable" items)

**OWNER OF SITE:** Jason Duff

**ADDRESS:** 830 Virginia Ave. **E-MAIL:** jduff@sasd.net

**ARCHITECT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**CONTRACTOR:** Marshall Sign

**ADDRESS:** 220 Young St., Glenbeulah, WI 53023 **E-MAIL:** marshallsignkatie@wi.rr.com

### 5. CERTIFICATE

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

*Katie Scholz*

**APPLICANT'S SIGNATURE**

6.17.22

**DATE**

Katie Scholz

**PRINT ABOVE NAME**

**RE: Variance for George D. Warriner Schools**  
**830 Virginia Ave. Sheboygan, WI 53081**  
**6-20-22**

**Dear Mr. Sokolowski,**

**We would like to apply for a variance for George D. Warriner Schools. They are currently zoned UR-12 are only allowed 24 sq. ft. of signage and would like to add a 40 Sq. ft. wall logo.**

**They currently have no signage for this particular school and would like to put up a similar wall sign at Etude High School right down the street.**

**The proposed sign will be located on the south facing wall of the façade to help people students see it clearly walking into the school.**

**It is our hope that the city considers and approves our above requests. Thank you.**

**Sincerely,**

***Katie Scholz***

**Marshall Sign**

**920-526-3100**

**marshallsignkatie@wi.rr.com**

OFFICE USE ONLY

PARCEL NO.: \_\_\_\_\_

MAP NO.: \_\_\_\_\_

ZONING CLASSIFICATION: \_\_\_\_\_

OFFICE USE ONLY

Item 6.

REVIEW DATE: \_\_\_\_\_

APPROVAL: \_\_\_\_\_  
Steve Sokolowski, City Planner

**CITY OF SHEBOYGAN  
DEPARTMENT OF CITY DEVELOPMENT**

828 Center Avenue Suite 104, Sheboygan, WI 53081  
Phone: (920) 459-3377 Fax: (920) 459-7302  
E-Mail: development@ci.sheboygan.wi.us

**SIGN PERMIT APPLICATION**

(November, 2009)

Completed application and all required attachments are to be filed with the Department of City Development, 828 Center Avenue, Suite 104 for review by the City Planner.

**1. APPLICANT INFORMATION**

APPLICANT: Katie Scholz

ADDRESS: W6415 Oak View Ln., Plymouth, WI 53073

E-MAIL ADDRESS: marshallsignkatie@wi.rr.com

PHONE: ( 920 ) 526-3100 FAX NO: ( )

**2. OWNER INFORMATION**

OWNER OF SITE: George D. Warriner Schools

ADDRESS: 830 Virginia Ave.

PHONE: ( 920 ) 459-6493 FAX NO: ( )

**3. DESCRIPTION OF THE PROPOSED SIGN AND USE OF THE SUBJECT SITE**

NAME OF PROPOSED/EXISTING BUSINESS: George D. Warriner Schools

ADDRESS OF PROPERTY AFFECTED: 830 Virginia Ave.

USE OF PROPERTY: School

TYPE OF SIGN: Dimensional Lettering

DESCRIPTION OF PROPOSED SIGN: Raised Letters

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. CONFIGURATION OF PROPOSED SIGN:**

HEIGHT:  $\frac{3.7}{2.6}$  X WIDTH:  $\frac{5.8}{7.3}$  = TOTAL SQUARE FOOTAGE:  $\frac{21.5}{19}$  = 40.5 total sq. ft.

AMOUNT OF PUBLIC STREET FRONTAGE: 205'

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH: 185'

SETBACK: N/A

METHOD OF ATTACHMENT: Screws

METHOD OF ILLUMINATION: None

SIGN MATERIALS: Formed Plastic

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY:

BEFORE PROPOSED SIGN: 0 AFTER PROPOSED SIGN: 40.5

**5. CERTIFICATE**

I hereby certify that all of the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Katie Scholz

APPLICANT'S SIGNATURE

6-10-22

DATE

Katie Scholz George D. Warriner Schools

PRINT ABOVE NAME

**6. APPLICATION SUBMITTAL REQUIREMENTS**

- For new development, the approved site plan for the subject property, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- For existing development, a site plan approved by the City Planner & Zoning Manager, showing the location and dimensions of all buildings, structures, signs on the subject property, property boundaries and dimensions; and the location of the proposed sign.
- A scale drawing of the proposed sign listing the height, width, total square footage, method of attachment, method of illumination, sign materials, design and appearance.

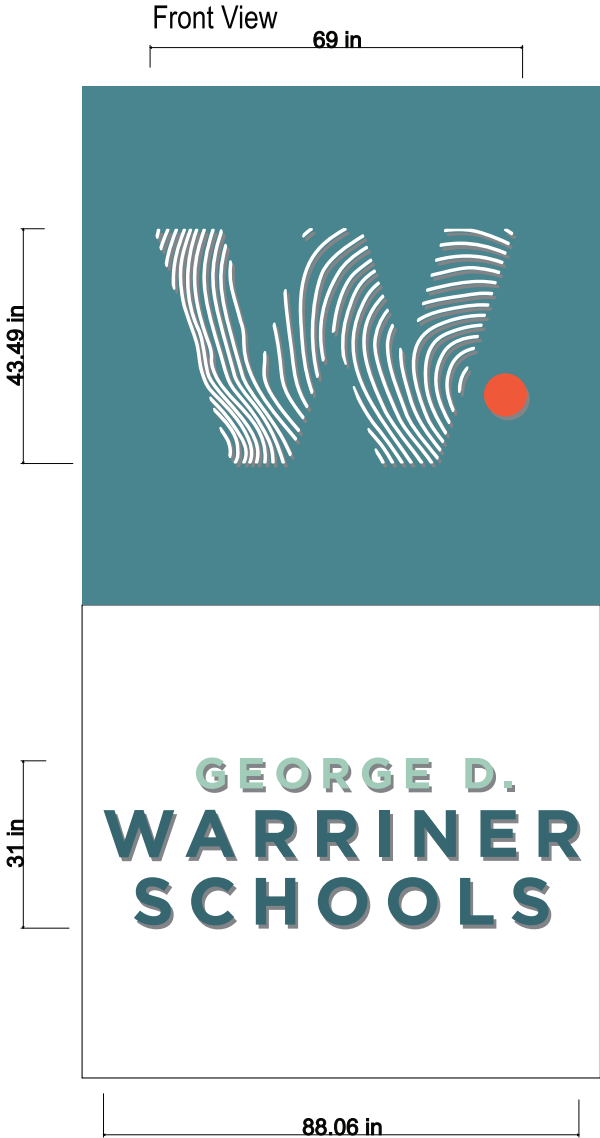
George D. Warriner Schools - 830 Virginia Ave.

Side View

Front View

Dimensional  
Logo

Dimensional  
Lettering



Qty: 1  
Dimensional Lettering  
Single Sided

Item 6.



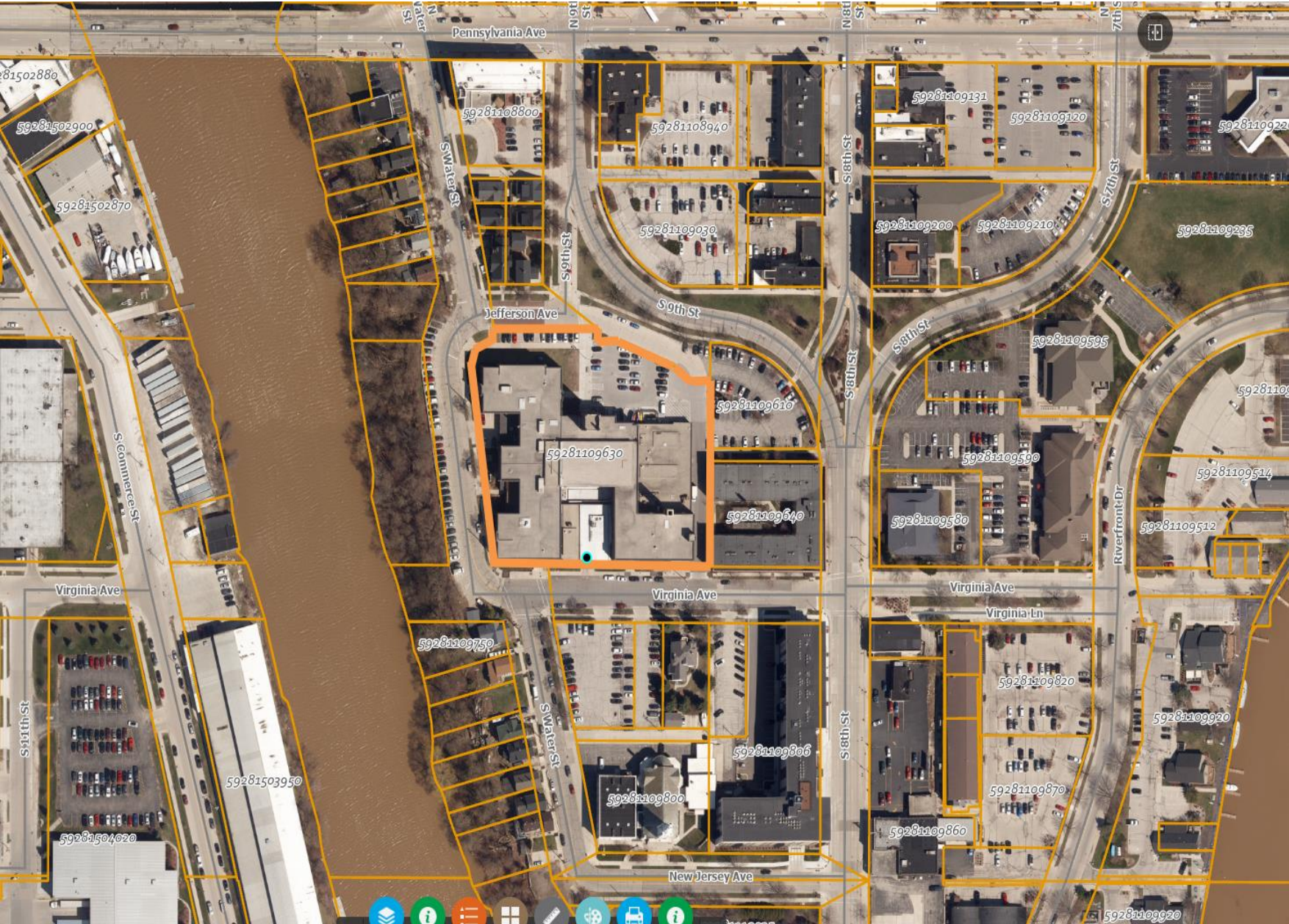
No Existing Signage



Etude Signage (Next Door)















## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use and Sign Permit with exceptions by Sign Me Up of Wisconsin, LLC to install new signage for Third Coast Vascular located at 1441 N. Taylor Drive. SO Zone

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

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**REPORT DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

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**FISCAL SUMMARY:**

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

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**STATUTORY REFERENCE:**

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

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**BACKGROUND / ANALYSIS:**

Sign Me Up of Wisconsin, LLC is proposing to install new wall signage for Third Coast Vascular located in the multi-tenant facility located at 1441 N. Taylor Drive. The applicant states:

- Third Coast Vascular is a one of a kind hybrid surgery center that will provide access to superior medical care to our patient population, along with easing the burden of outpatient procedures on the hospitals in the Sheboygan area.
- The surgery center is located in the BMO Harris Bank building. The second floor of this building, previously occupied by the bank, was converted into a state of the art ambulatory surgery center with two (2) surgical suites, six (6) consultation rooms, and five (5) patient recovery bays.
- This building has been occupied by BMO Harris Bank for a substantial amount of time and is known as a bank building within the community. To help our upcoming patient population identify the exact location of the new surgery center, we were advised by consultants to display signage on the building to eliminate confusion.
- Currently, the building displays BMO signs on the outside walls, and we are proposing placing our signage on these walls without obstructing any current signage. This will allow our location to be visible from either direction on N. Taylor Drive and help our patients locate us at the busy Superior Avenue intersection. The colors of our logo are surprisingly similar to the current bank signage colors, and our design scheme is complimentary.

- Third Coast Vascular is very proud and excited to bring our services to the Sheboygan area and look forward to serving the Sheboygan community.

Third Coast Vascular is proposing the following signage:

Wall signage:

- Applicant is proposing to install two (2), 50sf (3 x 16.8) interior lit, individual letters signs and logos advertising “Third Coast Vascular” on the north and south sides of the building.
- These signs shall be attached to raceways.

Monument signage:

- Reface two (2) existing monument signs to include both BMO Harris as well as Third Coast Vascular.
- Applicant shall remove existing BMO Harris blue pan faces, fabricate new faces with both tenants. These will be push thru letters that will illuminate at night.
- The monument signs are 64sf (5 x 12.8)

Directional signage:

- Applicant is proposing a 6sf (2 x 3) directional sign on Superior Avenue near the eastern most driveway. The post of the directional sign will be painted black.

Miscellaneous signage:

- Applicant will be installing parking signs for their customers in the parking lot, door signage with hours of operations and interior building signage.

**STAFF COMMENTS:**

The applicant is requesting a variance to have four (4) wall signs – The maximum number of wall signs is two (2).

There are presently two (2) wall signs installed for BMO Harris Bank and Third Coast Vascular is requesting two (2) signs in order to advertise their locations to the public and their customers.

Staff does not object to the proposal.

One item that the owner of the property will need to address is a new ground mounted generator that has been installed in the northeast corner of the north parking lot that is very visible to Superior Avenue. When the Plan Commission approved the conditional use permit

to convert the BMO Harris single-tenant building into a multi-tenant facility in May of 2018, there was a condition of approval that stated:

“All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).”

Thus, the owner and/or tenant will be required to appropriately screen this generator from Superior Avenue. Prior to sign permit issuance, the owner/applicant will work with staff to get a landscape plan submitted and installed that will address this screening concern.

#### **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. Raceway for individual letter signs shall match the color of the building (white/cream).
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. Any additional signage for this facility will be individual letters (no flat panel and/or cabinets) and shall obtain all approval and permits required (exception, sign permits, etc.).
5. Applicant may change panel faces in the existing monuments signs only (may not change location or base structure of the signs).
6. Maximum height of each monument sign is eight (8) feet tall.
7. Proposed directional sign will be located on the private property (not in the public r-of-w).
8. Prior to sign permit issuance, the owner and/or applicant will work with staff to submit a landscape plan that will screen the new generator in the parking lot from Superior Avenue. If staff has any concerns with the screening proposal, this matter may be brought back to the Plan Commission for their consideration. Landscaping to screen this generator shall be installed by September 16, 2022. No permits for any other projects shall be issued until this generator has been appropriately screened from Superior Avenue.

#### **ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

PARCEL NO. \_\_\_\_\_

MAP NO. \_\_\_\_\_

ZONING CLASSIFICATION: \_\_\_\_\_

Office Use Only

Item 7.

APPLICATION/FILE NO. \_\_\_\_\_

REVIEW DATE: \_\_\_\_\_

**FILING FEE: \$250.00** (Payable to City of Sheboygan)

## **CITY OF SHEBOYGAN APPLICATION FOR CONDITIONAL USE PERMIT**

Requirements Per Section 15.905  
Revised May 2018

Completed 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 two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

### **1. APPLICANT INFORMATION**

APPLICANT: **Sign Me Up of Wisconsin**

ADDRESS: **311 Forest Ave – Sheboygan Falls WI 53083**

MAIL: **bdunton@signmeupofwi.com**

E-

PHONE: **(920) 550-0009**

### **2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT**

NAME OF PROPOSED/EXISTING BUSINESS: **Third Coast Vascular**

ADDRESS OF PROPERTY AFFECTED: **1441 N. Taylor Drive**

LEGAL DESCRIPTION: **Vascular clinic**

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: **Third Coast Vascular is a one of a kind hybrid surgery center that will provide access to superior medical care to our patient population, along with easing the burden of outpatient procedures at the hospitals in the Sheboygan Area.**

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: **updating existing 2<sup>nd</sup> floor of Building as outlined in the submission letter**

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: **please see enclosed letter**

### 3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

Written justification for the proposed conditional use, indicating reasons why the applicant believes the proposed conditional use is appropriate. **please see enclosed letter**\_\_\_\_\_

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? \_\_\_\_\_ **please see enclosed letter**\_\_\_\_\_

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, we believe it does not**\_\_\_\_\_

How does the proposed conditional use maintain the desired consistency of land uses in relation to the setting within which the property is located? \_\_\_\_\_ **please see enclosed letter**\_\_\_\_\_

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**\_\_\_\_\_

### 4. NAMES AND ADDRESS (Indicate N/A for "Not Applicable" items)

**OWNER OF SITE:** **Johnsonville Holdings, LLC**\_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**ARCHITECT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_ **E-MAIL:** \_\_\_\_\_

**CONTRACTOR:** **Sign Me Up of Wisconsin**\_\_\_\_\_

**ADDRESS:** **311 Forest Ave – Sheboygan Falls WI 53083**\_\_\_\_\_ **E-MAIL:** **bdunton@signmeupofwi.com**\_\_\_\_\_

### 5. CERTIFICATE

I hereby certify that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief.



Milwaukee Location

2500 W. Layton Avenue  
Suite 30/40  
Milwaukee, WI 53221

P: 262-577-0250

F: 262-577-0251

Sheboygan Location

1441 N. Taylor Drive  
Second Floor  
Sheboygan, WI 53081

P: 920-298-2821

F: N/A

June 16<sup>th</sup>, 2022

Department of City Development  
City Planning Commission  
828 Center Avenue, Suite 208  
Sheboygan, WI 53081

Dear Planning Commissioners,

I am requesting authorization for a signage variance for our new medical practice, known as Third Coast Vascular, located at 1441 North Taylor Drive in Sheboygan. Third Coast Vascular is a one of a kind hybrid surgery center that will provide access to superior medical care to our patient population, along with easing the burden of outpatient procedures on the hospitals in the Sheboygan area.

The surgery center is located in the BMO Harris Bank building. The second floor of this building, previously occupied by the bank, was converted into a state of the art ambulatory surgery center with two surgical suites, six consultation rooms, and five patient recovery bays.

This building has been occupied by BMO Harris Bank for a substantial amount of time and is known as a bank building within the community. To help our upcoming patient population identify the exact location of the new surgery center, we were advised by consultants to display signage on the building to eliminate confusion. Currently, the building displays BMO signs on the outside walls, and we are proposing placing our signage on these walls without obstructing any current signage. This will allow our location to be visible from either direction on N. Taylor Drive and help our patients locate us at the busy Superior Avenue intersection. The colors of our logo are surprisingly similar to the current bank signage colors, and our design scheme is complimentary.

We are very proud and excited to bring our services to the Sheboygan area and look forward to serving the Sheboygan community. Please let me know if you have any questions or concerns that I may help address. In the interim, we are attaching some renditions of our signage. Thank you for your consideration.

Regards,

Taha Siders, MD  
Chief Operating Officer  
Third Coast Vascular

OFFICE USE ONLY

PARCEL NO.: \_\_\_\_\_

MAP NO.: \_\_\_\_\_

ZONING CLASSIFICATION: \_\_\_\_\_

OFFICE USE ONLY

Item 7.

REVIEW DATE: \_\_\_\_\_

APPROVAL: \_\_\_\_\_  
Steve Sokolowski, City Planner

**CITY OF SHEBOYGAN  
DEPARTMENT OF CITY DEVELOPMENT**

828 Center Avenue Suite 104, Sheboygan, WI 53081  
Phone: (920) 459-3377 Fax: (920) 459-7302  
E-Mail: development@ci.sheboygan.wi.us

**SIGN PERMIT APPLICATION**

(November, 2009)

Completed application and all required attachments are to be filed with the Department of City Development, 828 Center Avenue, Suite 104 for review by the City Planner.

**1. APPLICANT INFORMATION**

APPLICANT: Sign Me Up of Wisconsin, LLC  
ADDRESS: 311 Forest Avenue – Sheboygan Falls, WI 53083  
E-MAIL ADDRESS: bdunton@signmeupofwi.com  
PHONE: (920) 550-0009

**2. OWNER INFORMATION**

OWNER OF SITE: Johnsonville Holdings, LLC

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX NO: \_\_\_\_\_

**3. DESCRIPTION OF THE PROPOSED SIGN AND USE OF THE SUBJECT SITE**

NAME OF PROPOSED/EXISTING BUSINESS: BMO Harris / Third Coast Vascular  
ADDRESS OF PROPERTY AFFECTED: 1441 N. Taylor Drive

USE OF PROPERTY: Bank / Vascular Clinic

TYPE OF SIGN: Updated 2 existing Monument road sign faces / add two new face lit LED raceway letters on North and South elevation. New non-lit Directory sign on North side of property along Superior Ave.

**1. CONFIGURATION OF PROPOSED SIGN: Existing Monument signs x2**

HEIGHT: 4'-11.25" X WIDTH: 12'-9" =TOTAL SQUARE FOOTAGE: 63.75

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH: 126 feet

SETBACK: Existing monument signs on West end of property along Taylor Drive

METHOD OF ATTACHMENT: new routed face lit Push Thru letters on Aluminum panel

METHOD OF ILLUMINATION: white LED

SIGN MATERIALS: Aluminum panels with routed Push Thru acrylic letters

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY: **2 existing signs**

BEFORE PROPOSED SIGN: \_\_\_\_\_ AFTER PROPOSED SIGN: \_\_\_\_\_

**2. CONFIGURATION OF PROPOSED SIGN: North and South elevation LED raceway letters**

HEIGHT: 36" X WIDTH: 16'-8.75" =TOTAL SQUARE FOOTAGE: **50**

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH: 226 feet

SETBACK: wall mount

METHOD OF ATTACHMENT: Masonry anchors and thru bolt thru wall

METHOD OF ILLUMINATION: white LED

SIGN MATERIALS: Painted Aluminum channel letters with plastic Trim Cap and painted returns.

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY: **167.4**

BEFORE PROPOSED SIGN: 167.4 AFTER PROPOSED SIGN: 267.4

**3. CONFIGURATION OF PROPOSED SIGN: North and South elevation LED raceway letters**

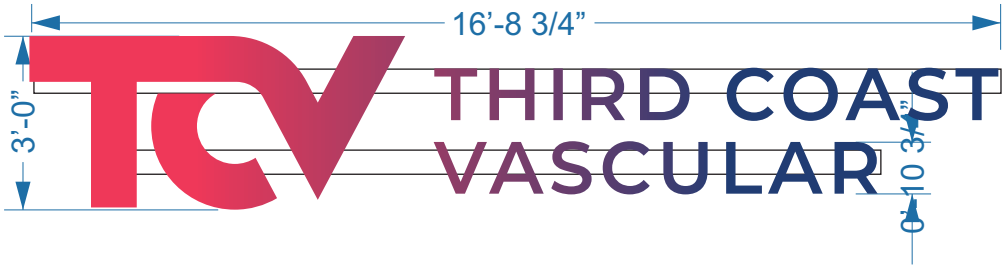
HEIGHT: 24" X WIDTH: 36" =TOTAL SQUARE FOOTAGE: **6**

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH: \_\_\_\_\_

SETBACK: please let us know required setback from property line or ROW

METHOD OF ATTACHMENT: Direct Burial with non lit ACM sign panel

NORTH ELEVATION



Raceway letterset, digitally printed faces, black trim cap and returns, raceway color tbd.



311 Forest Ave,  
Sheboygan Falls  
(920) 550-0009

This is an original, unpublished drawing by Sign Me Up. It is for your personal use, in conjunction with a project being planned for you by Sign Me Up. It is not to be shown to anyone outside of your organization nor is it to be used, reproduced, or exhibited in any fashion. Use of this design or the salient elements of this design in any sign done by another company, without the expressed written permission of Sign Me Up, is forbidden by law and carries a civil forfeiture of up to 25% of the price of the sign. Sign Me Up will endeavor to closely match colors, including PMS, where specified. We cannot guarantee exact matches due to varying compatibility of surface materials and paints used. All sizes and dimensions are illustrative of the conception of the project and are not to be understood as being exact size or scale.

SOUTH ELEVATION



Raceway letterset, digitally printed faces, black trim cap and returns, raceway color tbd.



311 Forest Ave,  
Sheboygan Falls  
(920) 550-0009

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# THIRD COAST VASCULAR NEW SIGNAGE PACKAGE



Option 1: re-use existing monument, remove blue pan  
faces, have new faces fabricated, upgrade to led  
illumination. All push thru letters will illuminate at night



311 Forest Ave,  
Sheboygan Falls  
(920) 550-0009

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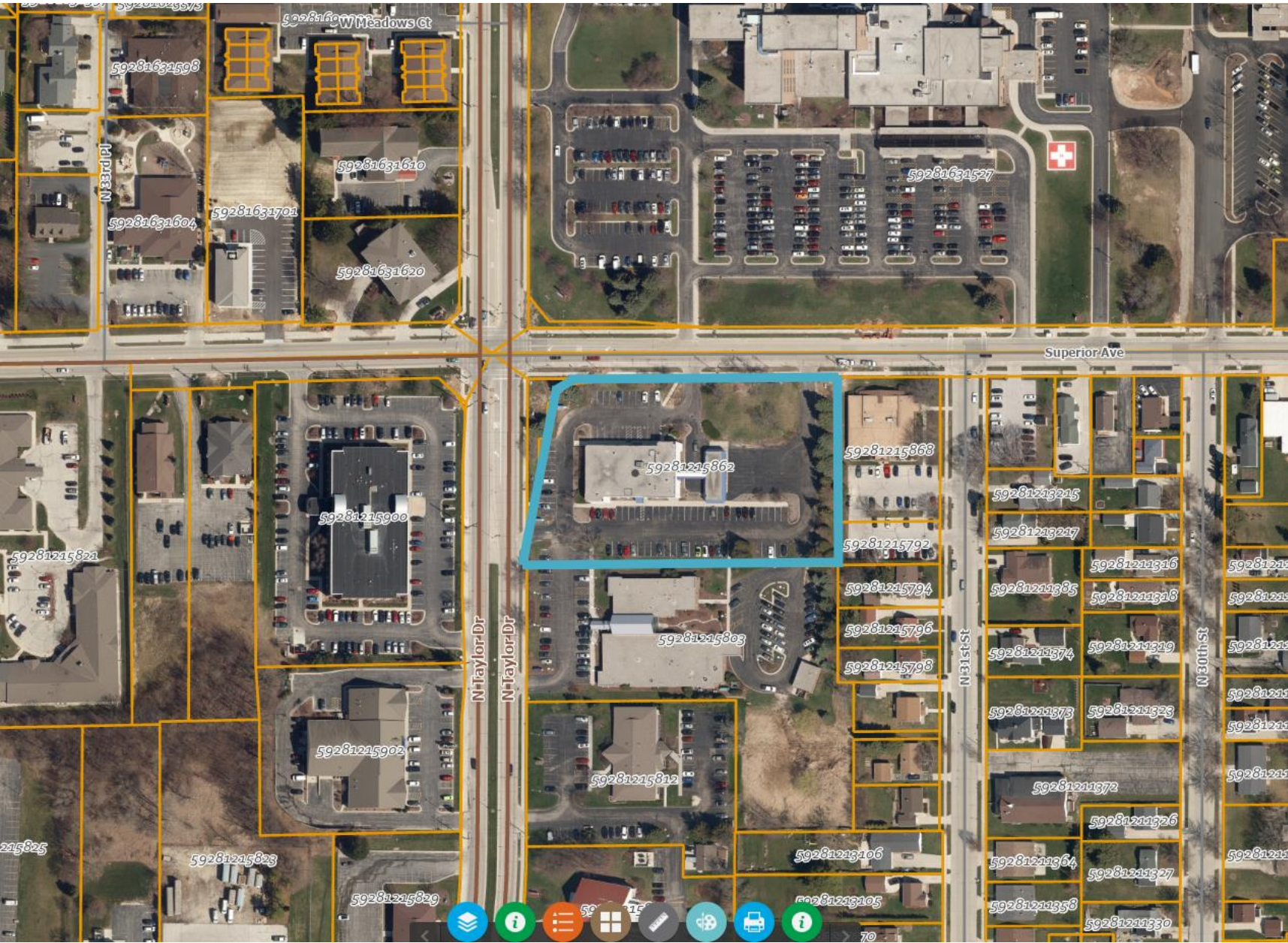
Directional sign, 4x4 post, painted black. Digitally printed vinyl on white aluminum panel



311 Forest Ave,  
Sheboygan Falls  
(920) 550-0009

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June 4, 2018

David Van Arnam  
BL Branch Group One, LLC  
14004 Roosevelt Road, Suite 601  
Clearwater, Florida 33762

The City Plan Commission at their meeting of May 29, 2018, approved the Conditional Use application by BL Branch Group One, LLC to create a new multi-tenant facility at the existing BMO facility located at 1441 N. Taylor Drive 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, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. If using dumpsters, the dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
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. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. Staff may bring the proposed signage design back to the Plan Commission for review/approval.
7. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet.
8. Proposed signage will be individual letter signs (no flat panel or interior lit cabinet signs).
9. Applicant will provide adequate public access along the streets and the shared access drives with the property to the south and will take all appropriate actions to minimize the time period that these streets will be closed/affected.
10. 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 street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).

DEPARTMENT OF  
PLANNING AND  
DEVELOPMENT

828 Center Avenue  
Suite 104  
Sheboygan, WI 53081

920-459-3377 (Phone)  
920-459-7302 (Fax)

## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

---

**ITEM DESCRIPTION:** Application for Conditional Use Permit with exceptions by Boston, Inc. to operate Ashley HomeStore at 2625 S. Business Drive (former Pick N Save). UC Zone

---

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

---

**REPORT DATE:** July 8, 2022

**MEETING DATE:** July 12, 2022

---

**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:**

Boston, Inc. is proposing to operate Ashley HomeStore at 2625 S. Business Drive (former Pick N Save). The applicant states:

- The proposed development consists of repurposing the existing vacant Pick n' Save grocery store to a new Ashley HomeStore location (The site is currently vacant and has been since July 1, 2017). The facility will be used for the retail display and sale of residential furniture. The proposed tenant will fully occupy the building.
- The site was selected due to the adjacency to heavy commercial areas and residential areas. Ashley HomeStore provides a retail customer experience that thrives in transition areas from heavy commercial into urban residential areas
- The building and site layout are existing with no proposed changes to the ingress/egress, parking lot layout, site lighting, or landscaping. Existing infrastructure is sufficient for the proposed Ashley HomeStore.
- Minimal façade alterations are being proposed to the front (West facing) side of the building near the existing main entrance to the store. Proposed changes incorporate a different layout of the same finish materials already existing within the façade.
- Hours of operation: Monday – Friday 10:00am to 8:00pm, Saturday 10:00am to 7:00pm, and Sunday 11:00am to 6:00pm.
- Anticipated foot traffic is 50 clients / day.



- This location will have 16 to 20 employees.
- The proposed project has an aggressive construction timeline. Interior demolition is set to begin the week of July 11, 2022 with owner occupancy early November 2022.

The applicant is proposing the following signage:

- Reface the main pylon sign adjacent to S. Business Drive advertising “Ashley.”
- Proposing five (5) wall signs on the west elevation facing S. Business Drive:
  - “Ashley” sign and logo for the main entrance.
  - “Ashley Outlet” north side of west elevation
  - “Style by Design” south side of west elevation
  - “Mattress” north side of main entrance sign.
  - “Furniture” south side of main entrance sign.

The applicant states the following about the interior and exterior remodeling:

- Interior alteration to approximately 40% of the building.
- Existing Design: Front facade parapet with pitched asphalt shingle roof beyond. Materials: Existing masonry: brick. block. stone with EIFS accents
- Proposed Design: Front facade parapet with pitched asphalt shingle roof beyond. Materials: Existing masonry: brick block. stone with EIFS accents.
- Remove a portion of the existing parapet at the main entrance (remove gable) and add new block wall with EIFS squaring off main entrance roof.
- On each side of the main entrance under the signage (Mattress and Furniture), the existing brick and EIFS is to be painted grey.

The applicant states the following about Ashley HomeStore:

- What was once a family company with just 35 employees and 35,000 square feet of facility space in 1970, now employs more than 17,000 valued team members across the country and boasts more than 30 million square feet globally in the manufacturing and distribution space. We’ve supported 3,700 vendors and businesses, created 3.4 additional jobs with each manufacturing job and continue to infuse the economy in 155 countries by supplying furniture to more than 20,000 storefronts.
- Ashley offers an easy shopping experience where you can grab, go and assemble with ease. Our versatile and functional furniture works with your space and your life. You can shop confidently Without breaking the bank. Comfort is everything, and you'll feel it in quality pieces that stand the test of time.
- Product categories include bedroom, dining room, upholstery, leather, occasional tables, home office, youth bedroom, recliners, mattresses and accessories. Ashley HomeStore’s latest Sleep Shop experience provides an educational way for customers to find a fit from a selection of more than 45 mattresses.

**STAFF COMMENTS:**

The applicant is requesting an exception to install five (5) wall signs – The maximum number of wall signs permitted is four (4).

The applicant shows conceptual signage but has not submitted a specific sign package for the site at this time. Applicant shall work with staff with regards to constructing a well-designed sign package for the site that utilizes colors and materials similar to the building. Staff may bring the proposed signage design back to the Plan Commission if there any concerns.

The pylon sign is proposed to be refaced for Ashley. The original pylon sign was approved and allowed for the businesses in the multi-tenant facility to the south to advertise on it as well. However, it appears that businesses have just installed signage that is not very uniform which provides a hap hazard appearance on one of the City's most visible commercial corridors. Staff will be recommending a condition of approval that future signage to be installed in this pylon sign will have a uniform look from a panel perspective – the individual business may have their names and logos but the individual tenant panels should be uniform in size, panel color, etc.

There are four (4) dead arbor vitae on the east property line. These four (4) arbor vitae will be replaced because they provide screening and buffering to the residences located to the east.

Staff did receive a couple of messages from residential neighbors to the east of the property:

- Neighbor Ruth Suprick, 1922 Humboldt Avenue, stated that she hoped the store would not be permitted access to Humboldt Avenue and that the barricades would remain. Staff informed Mrs. Suprick that there would be no access to Humboldt Avenue and the landscaping and barricades would remain.
- Neighbor Joseph Gulig stated the following in an email:

I am unable to attend the Plan Commission meeting on July 12, 2022 regarding the application of Boston, Inc. to operate Ashley Homestore at 2625 S. Business Drive, but would like to have my concerns and comments be presented at the meeting and shared with Boston, Inc.

My home and yard abut the store property to the east, so am most directly impacted by the operation. My wife and I have lived in this house for 46 years and raised a family here. There has been "big box" store as our neighbor all the while.

The most recent owner/operator -- Roundy's, Inc. -- was, for the most part a good neighbor. However, there were still issues with the management of the property, especially since the store was closed. I want to ensure that the new owner/operator is aware of them and that the Plan Commission addresses them.

1. The new owner/operator must be required to maintain a system to prevent gulls and/or other birds from roosting and nesting on the roof of the building. During the last several years thousands of gulls used the building to raise their young. This resulted in constant shrieking, gull waste (poop) covering our cars, roof, outdoor deck and back yard. This went on, unchecked for two seasons. Following my complains to then-Mayor Mike Vandersteen -- the then building manager hired a

company to manage the problem. After obtaining a Fish and Wildlife Service permit to manage the gulls -- a federally protected bird -- the nests were removed in seasons 3 and 4. The large flock, while not successfully nesting, still spent the summer atop the building over four years. This year, season 5, the gulls did not return. I ask that a gull management plan be made a "condition" on which a use permit is granted.

2. There are several trees that were planted to act as a sound/visual barrier that have since died. I ask that the dead trees be removed and new trees of equal or larger size be planted in their place.
3. I ask that window coverings be installed on the second floor to block ambient indoor light. The second-floor lights are left on 24/7.
4. I ask that no delivery trucks be allowed to run overnight while on the property, especially any parked at the rear or sides of the building.
5. I ask that the wooden fence bordering properties along South 20th Street and Humboldt Avenue be inspected and repaired where needed to prevent sagging and/or open spaces. (A coat of paint on both sides would be nice, too).
6. I ask that trash in Dumpsters or other containers not be removed before 7 a.m. because of the noise created in the process.
7. I ask that snow removed from the parking area not be piled at the rear of the building in order to prevent water runoff as it melts.

The Plan Commission may want the applicant to explain the following:

- What new products and services can Ashley and Ashley Outlet provide?
- Are there rooftop and/or ground mechanicals to be installed as part of the project? If so, where will these mechanicals be located?
- Where will the dumpster be located and what is the design, materials colors, etc.
- Are there any proposed site improvements to parking lot, landscaping, dumpster enclosures, etc.
- The applicant should be aware of that the seagulls have been an issue with this property.

#### **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, storm drainage, health, etc. (Applicant shall be in contact with building



- inspection, fire, police, etc.). An occupancy permit will be granted only at such time as applicant has met all requirements.
2. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility and shall be completed prior to issuance of an occupancy permit.
  3. Outdoor storage of materials, products or equipment shall be prohibited.
  4. Any unused mechanical boxes, equipment, etc. shall be removed from the site.
  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 City of Sheboygan Zoning Ordinance (site lighting, building lighting, signage, etc.). There shall be no spillover light onto adjacent properties or the streets.
  7. Any fencing/retaining wall shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance. Applicant shall work with staff with regards to constructing appropriate and well-designed fence/retaining wall and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed design, the matter may be brought back to the Plan Commission for their consideration.
  8. 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.
  9. Applicant shall install individual letter signs – no cabinet or flat panel signs.
  10. Backdrop panel for individual letter signs shall match the color of the brick (cream/tan but not white).
  11. Any future signage to be installed on the pylon sign will have a uniform look from a panel perspective – the individual business may have their names and logos but the individual tenant panels should be uniform in size, dimensions, etc.
  12. All areas used for parking/maneuvering of vehicles shall be paved.
  13. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
  14. There shall be no access to Humboldt Avenue.
  15. Applicant shall replace four (4) dead arbor vitae with four (4) new arbor vitae to buffer the facility from the residences to the east (northeast area of common east property line) as was required as part of the original development.
  16. Any new ingress/egress driveway openings shall be improved to standard City specifications. All existing access drives that are no longer used shall be removed and all unused driveways shall be closed and improved to standard City specifications.
  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, fencing/retaining walls, 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 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.).
  20. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, etc.

21. 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).
22. The applicant is responsible for all shared agreements/easements between this structure/property and the adjoining properties including but not limited to parking, ingress/egress, shared access, stormwater facilities, utilities, etc.
23. On each side of the main entrance under the signage (Mattress and Furniture), the existing brick and EIFS is to be painted grey.
24. Any future exterior remodeling projects may require City of Sheboygan Architectural Review Board review/approval of the proposed building design.
25. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use and/or architectural review application reflecting those amendments.

### **ATTACHMENTS:**

Conditional Use and required attachments

PARCEL NO. 59281431120

MAP NO. \_\_\_\_\_

ZONING CLASSIFICATION (UC) URBAN COMMERCIAL

Office Use Only

Item 8.

APPLICATION/FILE NO. \_\_\_\_\_

REVIEW DATE: \_\_\_\_\_

FILING FEE: \$250.00 (Payable to City of Sheboygan)

## **CITY OF SHEBOYGAN APPLICATION FOR CONDITIONAL USE PERMIT**

Requirements Per Section 15.905

Revised May 2018

Completed 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 two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

### **1. APPLICANT INFORMATION**

APPLICANT: Boston Inc. d.b.a Ashley HomeStore

ADDRESS: 2917 Business Park Drive E-MAIL: Bill.Fonti@BostonFAM.com

PHONE: (715) 321-0011 FAX NO. ( NA )

### **2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT**

NAME OF PROPOSED BUSINESS: Ashley HomeStore

ADDRESS OF PROPERTY AFFECTED: 2625 S Business Drive

LEGAL DESCRIPTION: SEC 34 T15N R23E PRT OF THE SE NW SEC 34

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: Former Pick'N Save Grocery Store.

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: Ashley HomeStore. The facility will be used for the retail display & sale of residential furniture. The proposed tenant will fully occupy the building. No changes are proposed to the parking or ingress/egress of the site.

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: 2625 S. Business Drive is zoned Urban Commercial (UC). A retail use building with shared access to other parcels is a permitted conditional use in the UC zone.

### 3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

Written justification for the proposed conditional use, indicating reasons why the applicant believes the proposed conditional use is appropriate.

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? Ashley HomeStore provides a retail customer experience that provides a nice transition from heavy commercial areas to urban residential areas.

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? The building and site layout is existing with no proposed changes to the ingress/egress, parking lot layout, and landscaping of the site. Only minimal façade alterations are being proposed to the front (West facing) side of the building near the existing main entrance.

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 original Pick N Save building was built for retail sale direct to consumers. The intended use of the space by Ashley HomeStore is for retail sale direct to consumers.

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 infrastructure is sufficient for the proposal Ashley HomeStore.

### 4. NAMES AND ADDRESS (Indicate N/A for “Not Applicable” items)

**OWNER OF SITE:** Cole PS Sheboygan WI, LLC C/O CIM Group

ADDRESS: 2555 E. Camelback Rd., Suite 500, Phoenix, AZ 85016

E-MAIL: jdaniels@cimgroup.com

**ARCHITECT:** Gries Architectural Group Inc.

ADDRESS: 500 North Commercial Street, Neenah, WI 54956

E-MAIL: bgries@gries.design

**CONTRACTOR:** Keller, Inc.

ADDRESS: N216 State Road 55, Kaukauna, WI 54130

E-MAIL: swinterfeldt@kellerbuilds.com

June 14, 2022

City of Sheboygan  
828 Center Ave.  
Sheboygan, WI 53081

**RE:** Ashley HomeStore

Dear City of Sheboygan,

**Project Name and Address**

Ashley HomeStore  
2625 S Business Drive  
Sheboygan, WI 53081

**Parcel Information / Site Data / Legal Description**

The parcel is defined as tax parcel: 59281431120

The legal description of the tax parcel is defined as: SEC 34 T15N R23E PRT OF THE SE NW SEC 34 DESC AS: COM AT THE SW COR OF BLK 4 OF SHEBOYGAN SOUTH SUBD, TH S-89-DEG-36'-00"W 20.70', TH S-00-DEG-24'-00"E 160', TH S-89-DEG-36'-00"W 17.68', TH S-07-DEG-57'-00"W 104.21', TH S-89-DEG-34'- 39"W 215', TH S-00-DE

**Zoning Classification / Zoning Requirements / Requested Variance**

(UC) Urban Commercial

**Existing Site Conditions / Land Use**

Formerly a Pick n' Save grocery store. The site is currently vacant and has been since July 1, 2017.

**Proposed Property Use**

The proposed development consist of repurposing the existing vacant Pick n' Save grocery store to a new Ashley HomeStore location. The facility will be used for the retail display and sale of residential furniture. The proposed tenant will fully occupy the building.

The building and site layout is existing with no proposed changes to the ingress/egress, parking lot layout, site lighting, or landscaping. Existing infrastructure is sufficient for the proposed Ashley HomeStore.

Minimal façade alterations are being proposed to the front (West facing) side of the building near the existing main entrance to the store. Proposed changes incorporate a different layout of the same finish materials already existing within the façade. See rendering for more information on façade alterations.

Hours of operation:

Monday – Friday 10:00am to 8:00pm, Saturday 10:00am to 7:00pm, and Sunday 11:00am to 6:00pm

Anticipated foot traffic is (50) clients / day.

This location will have (16 to 20) employees.

**Site Selection**

The current site was selected due to the adjacency to heavy commercial areas and residential areas. Ashley HomeStore provides a retail customer experience that thrives in transition areas from heavy commercial into urban residential areas.

**Project Timeline**

The proposed project has an aggressive construction timeline. Interior demolition is set to begin the week of July 11, 2022 with Owner occupancy early November 2022.

**Variance Request / Variance Description**

To operate a new retail facility from this property with shared access to other parcels.

This is a permitted conditional use in the UC zone.

**OWNER** Boston, Inc.  
D.B.A Ashley Homestore  
2917 Business Park Drive  
Stevens Point, WI 54482

**ARCHITECT/  
BUILDER** Keller, Inc.  
Sam Winterfeldt (Project Manager)  
Rob Lindstrom (Architect)  
N216 State Road 55  
Kaukauna, WI 54130  
(920) 427-4461 cell  
[Swinterfeldt@kellerbuilds.com](mailto:Swinterfeldt@kellerbuilds.com)





## THE ASHLEY LEGACY

**our history**

What was once a family company with just 35 employees and 35,000 square feet of facility space in 1970, now employs more than 17,000 valued teammembers across the country and boasts more than 30 million square feet globally in the manufacturing and distribution space. We've supported 3,700 vendors and businesses, created 3.4 additional jobs with each manufacturing job and continue to infuse the economy in 155 countries by supplying furniture to more than 20,000 storefronts.

**WHY ASHLEY?**

Shopping for your home should be seamless and straightforward. That's why we bring you the latest styles, priced right, so you can create spaces that reflect you, as often as you like. Ashley offers an easy shopping experience both in-store and online. You'll always find products, services, resources, and support on your terms.

**WHY ASHLEY OUTLET?**

We offer an easy shopping experience where you can grab, go and assemble with ease. Our versatile and functional furniture works with your space and your life. You can shop confidently without breaking the bank. Comfort is everything, and you'll feel it in quality pieces that stand the test of time.

**enriching lives enriches us**

We build and restore communities each and every day by providing the resources they need to grow and thrive.

**HOPE TO DREAM**

We've donated mattresses and bed frames to underserved children for 10 years and counting.

[get involved](#)

**CRISIS RESPONSE**

When natural disasters strike, we extend a helping hand and relief to the communities who need it most.

**ASHLEY'S ANGELS**

Since 1997, Ashley's Angels has generated over \$3.3 Million in food, clothing and special gift donations which has benefited more than 21,000 children.

**OUR ECONOMIC IMPACT**

Ashley employs 17,000 people in the United States alone, which is more than any other furniture company. Additionally, we support 3,700 vendors and businesses. We contribute over \$2.5 billion annually to the U.S. economy and create 3.4 jobs with each manufacturing job.

**SUPPORTING COMMUNITY INVOLVEMENT**

"At Ashley, we believe volunteering is an integral part of our culture. Volunteerism drives much of our company's philanthropy. We in turn, hope that involvement inspires and promotes additional acts of goodwill."

- Todd Wanek, Ashley President & CEO

**COMPANY OVERVIEW****Ashley retail stores**

Ashley is a home furnishings retailer that first opened in 1997 in Anchorage, Alaska.

Ashley is the Number 1 Furniture Retailer in the U.S. and one of the world's best-selling furniture store brands with more than 1,050 locations in over 60 countries.

## Explore How It's Made. The Ashley Way.

Ashley Furniture Industries is the #1 Furniture Manufacturer in the World. But our products aren't the only heroes. The people of Ashley Furniture Industries also help this company truly define itself. Our team lives and breathes a “dirty fingernail” approach that breeds success unlike any other. And it gets the job done. That's what we're made of and what it means to be Ashley made.

### DEPARTMENT OVERVIEW

#### Furniture Design

Ashley Furniture Industries In-house designers and engineers react quickly to consumer tastes, and have conquered the ability to make style and selection affordable. Talented and ambitious, they travel the world to gain an understanding of the latest trends and discover emerging materials, constructions and technologies.

### DEPARTMENT OVERVIEW

#### Supply Chain

Ashley Furniture Industries Global Supply Chain blends and optimizes domestic and foreign production efforts to the maximum benefit of our customers, providing quality products on time and at an exceptional value.

### DEPARTMENT OVERVIEW

#### Information Technology

Ashley Furniture Industries Information systems unite an expert staff with state of the art technology to serve internal and external business partners 24/7 across the globe.

### DEPARTMENT OVERVIEW

#### Manufacturing

Residential Bedding, Case Goods, and Upholstered Furniture comprise the three major manufacturing divisions at Ashley Furniture Industries. that support our customer's needs.

### DEPARTMENT OVERVIEW

#### Quality Control

Our clear and comprehensive approach to improving the quality of our products adds to our reputation as a “World-Class Furniture Manufacturer”. Drawing from over 65 years of innovation, Ashley Furniture Industries has become the largest manufacturer of quality furniture products.





**Keller**

PLANNERS | ARCHITECTS | BUILDERS

FOX CITIES  
N216 State Road 55  
P.O. Box 620  
Kaukauna, WI 54130  
PHONE (920) 766-5795 /  
1-800-236-2534  
FAX (920) 766-5004

MADISON  
711 Lake Dr.  
Sun Prairie, WI 53590  
PHONE (608) 318-2336  
FAX (608) 318-2337

MILWAUKEE  
W204 N11509  
Goldendale Rd  
Germanstown, WI 53022  
PHONE (262) 250-9710  
1-800-236-2534  
FAX (262) 250-9740

WAUSAU  
5605 Lilac Ave  
Wausau, WI 54401  
PHONE (715) 849-3141  
FAX (715) 849-3181

www.kellerbuilds.com

PROPOSED FOR:

**ASHLEY HOMESTORE**

WISCONSIN,  
SHEBOYGAN,

**"COPYRIGHT NOTICE"**  
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REVISIONS		
1	01.05.2022	KRW
2	01.27.2022	C. TEAFOE
3	02.04.2022	ACM
4	02.22.2022	ACM
5	04.27.2022	TDP
6		

PROJECT MANAGER:  
S. WINTERFELDT

DESIGNER:  
R. LINDSTROM

DRAWN BY:  
ACM

EXPEDITOR:  
-----

SUPERVISOR:  
-----

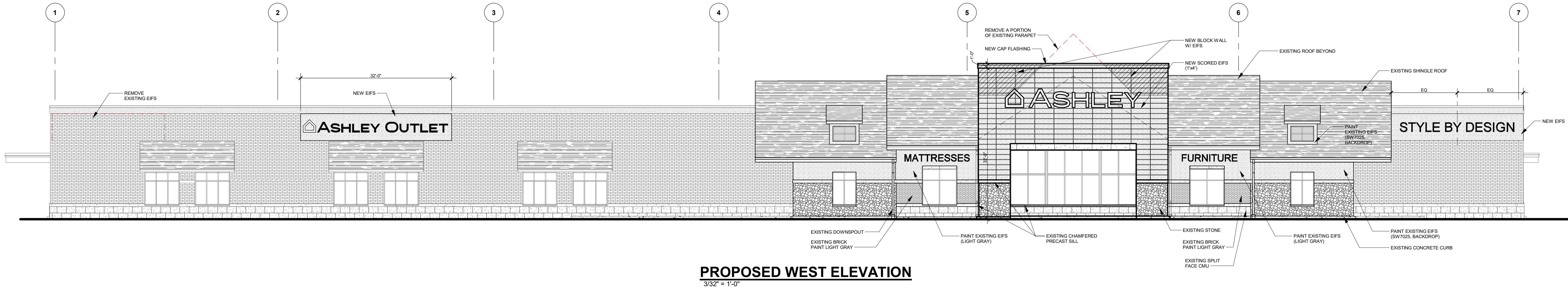
PRELIMINARY NO:  
P21281

CONTRACT NO:  
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DATE:  
09.02.2021

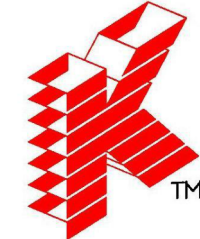
SHEET:  
**A2.0**

PRELIMINARY - NOT FOR CONSTRUCTION



**PROPOSED WEST ELEVATION**  
3/32" = 1'-0"





**Keller**  
PLANNERS | ARCHITECTS | BUILDERS

## FOX CITIES

N216 State Road 55  
P.O. Box 620  
Kaukauna, WI 54130  
PHONE (920) 766-5795 /  
1-800-236-2534  
FAX (920) 766-5004

## MADISON

711 Lake Dr.  
Sun Prairie, WI 53590  
PHONE (608) 318-2336  
FAX (608) 318-2337

## MILWAUKEE

W204 N11509  
Goldendale Rd  
Germantown, WI 53022  
PHONE (262) 250-9710  
FAX (262) 250-9740

## WAUSAU

5605 Lilac Ave  
Wausau, WI 54401  
PHONE (715) 849-3141  
FAX (715) 849-3181

www.kellerbuilds.com

WISCONSIN 53081

**ASHLEY HOMESTORE**

2625 S. BUSINESS DRIVE  
SHEBOYGAN,

PROPOSED FOR:

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ISSUED FOR CONSTRUCTION - 06/09/2022

## REVISIONS

1		
2		

## PROJECT MANAGER:

S. WINTERFELDT

## DESIGNER:

R. LINDSTROM

## DRAWN BY:

ACM, LAK

## EXPEDITOR:

E. GRAPER

## SUPERVISOR:

M. HOYER

## PRELIMINARY NO:

P21281

## CONTRACT NO:

80036

## DATE:

06.09.2022

## SHEET:

**A1.1**

WALL KEY	
	NEW WALL/FURRING
	NEW MASONRY/ VENEER WALL
	NEW COOLER/ FREEZER WALLS
	NEW FOUNDATION WALL
	TYPICAL EXISTING WALL
	DEMO WALLS
	FIRE WALL OR FIRE BARRIER

## GENERAL FLOOR PLAN NOTES:

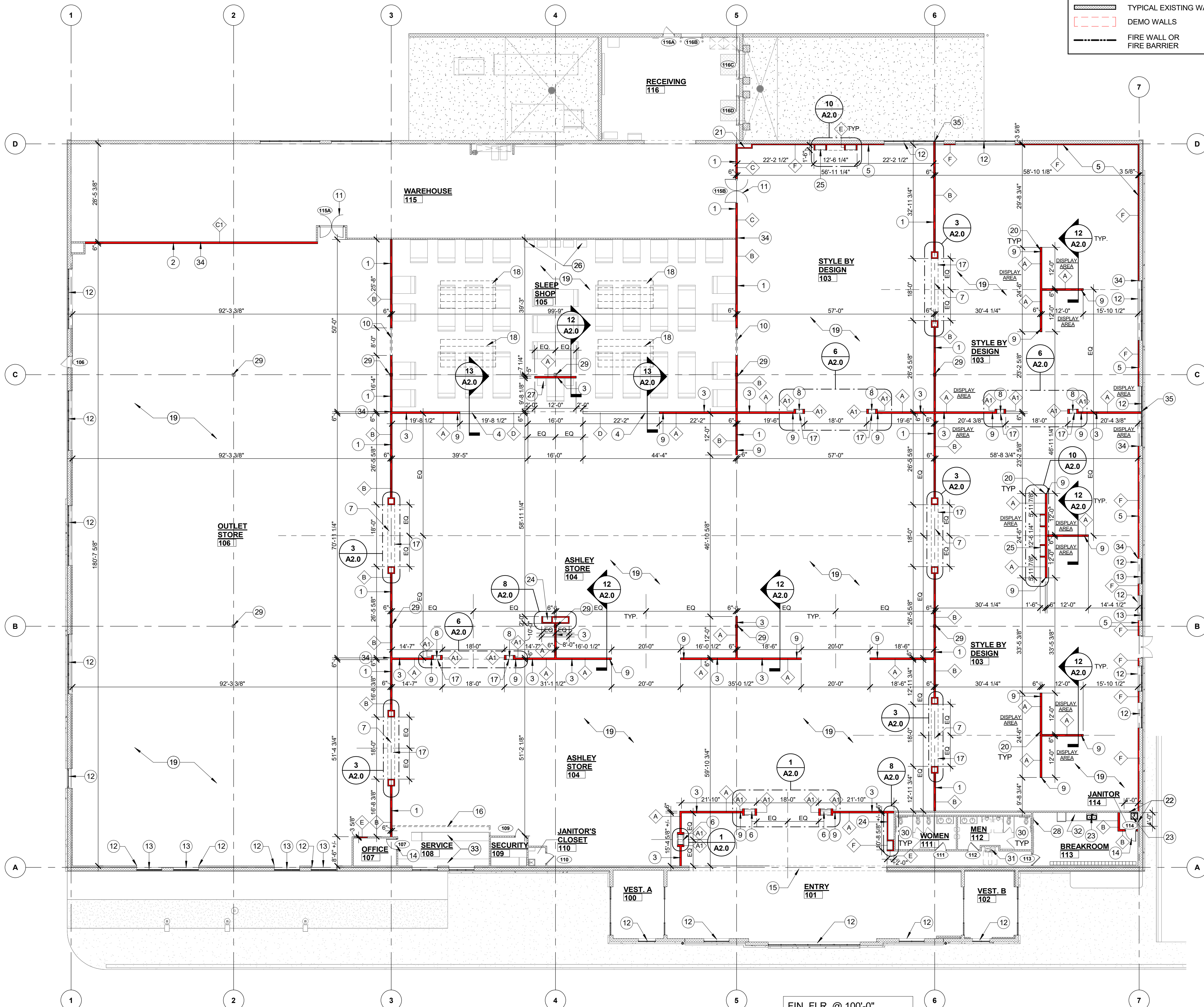
- CONSTRUCTION & INSTALLATION SHALL CONFORM TO ALL APPLICABLE LOCAL, STATE & NATIONAL BUILDING CODES & THE AMERICANS WITH DISABILITY ACT.
- ALL NEW WALLS SHALL BE CONSTRUCTED AS PER THE WALL TYPE & SHALL BE CARRIED TO THE STRUCTURE ABOVE, UNLESS OTHERWISE NOTED. PREPARE ALL SURFACES FOR FINISHES INDICATED.
- CONTRACTOR TO PROVIDE BLOCKING FOR ALL WALL SUPPORTED CASEWORK, TOILET ACCESSORIES, HANDRAILS, EQUIPMENT, DOOR STOPS, SHELVING, ETC. AS REQUIRED.
- CONTRACTOR TO PROVIDE AND INSTALL PLYWOOD BACKER FOR ELECTRICAL PANELS AND IT/PHONE PANELS AS REQUIRED, PROVIDE FIRE-RATED PLYWOOD WHERE APPLICABLE BY CODE.
- CONTRACTOR SHALL COORDINATE ALL WORK WITH EQUIPMENT MANUFACTURERS TO ENSURE APPROPRIATE ROUGH IN CLEARANCE FOR EQUIPMENT INSTALLATION & USE.
- WHERE MOUNTING HEIGHTS ARE NOT INDICATED, MOUNT INDIVIDUAL UNITS OF WORK AT A.D.A. STANDARD MOUNTING HEIGHTS FOR THE PARTICULAR APPLICATION INDICATED. REFER QUESTIONABLE MOUNTING HEIGHT CHOICES TO THE ARCHITECT FOR A FINAL DECISION.
- DO NOT SCALE THE DRAWINGS.
- ALL DIMENSIONS AND INTERIOR WALL THICKNESSES ARE FROM THE FACE OF STUD TO FACE OF STUD, UNLESS NOTED OTHERWISE.
- CONTRACTOR SHALL LAYOUT & MARK ALL WALLS & OPENINGS PRIOR TO CONSTRUCTION. ANY DISCREPANCY SHALL BE REPORTED TO THE ARCHITECT IMMEDIATELY FOR RESOLUTION.
- ALL FURNITURE AND EQUIPMENT NOT SPECIFICALLY NOTED ON PLANS SHALL BE SUPPLIED AND INSTALLED BY OWNER. CONTRACTOR SHALL COORDINATE ALL ELECTRICAL & DATA OUTLETS, ETC W/ FINAL FURNITURE LAYOUT DRAWINGS.
- ALL DOOR OFFSETS (HINGE SIDE) TO BE A MINIMUM OF 4", UNLESS NOTED OTHERWISE. SEE PLAN FOR TREATMENT ROOMS.
- ALL GYP. BOARD SHALL RETURN TO ALL WINDOW/DOOR FRAMES AT JAMBS & HEAD, TYPICAL, UNLESS NOTED OTHERWISE.

## STANDARD FLOOR PLAN NOTATION:

- INDICATES SEMI-RECESSED FIRE EXTINGUISHER CABINET
- INDICATES FIRE EXTINGUISHER - MIN. 10# "A-B-C" (UNLESS NOTED OTHERWISE) OR OTHER AS REQ'D. BY STATE AND/OR LOCAL CODE. SEE SPECIFICATIONS. (MOUNT AT 4'-0" A.F.F. MAX. TO TOP/EXTINGUISHER).
- INDICATES WALL TYPES. REFER TO INT. WALL TYPES FOR INFORMATION.

## KEYED PLAN NOTES

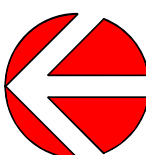
- NEW WALL TO 12'-0" A.F.F. WITH PAINTED WALL TRIM.
- NEW WALL TO BOTTOM OF EXISTING SOFFIT, +/- 12'-0" A.F.F.
- NEW WALL TO 10'-0" A.F.F. WITH PAINTED WALL TRIM.
- NEW HALF WALL WITH PAINTED WOOD SHELF CAP. TOP OF WALL AT 46" A.F.F.
- NEW GYP. BD. OVER METAL STUD FURRING FULL HEIGHT WITH PAINTED WALL TRIM.
- LARGE ACCESSORY SHELVES (36"L. X 18"D.). REFER TO DETAIL A2.0.
- NEW PASS THROUGH OPENING. COLUMNS WITH BOXED ARCHWAY HEADER AT 10'-0" A.F.F.
- SMALL ACCESSORY SHELF (24"L. X 12"D.). REFER TO A2.0.
- NEW 6" METAL STUD DISPLAY WALL TO 10'-0" A.F.F. WITH CONCRETE BOLT ANCHORS AND PAINTED WALL TRIM.
- 8'-0" W. DRYWALL OPENING WITH HEADER AT 8'-0" H. CASE WITH WOOD JAMBS AND 1X6 CASING.
- NEW ELIASON DOOR. REFER TO A2.0.
- FIRST FLOOR WINDOWS TO HAVE DRYWALL RETURN WITH VINYL L-BEAD EDGE ON TOP AND SIDES AND SOLID SURFACE SILL. TYP. CLERESTORY WINDOWS TO HAVE DRYWALL RETURN, TYP.
- REPLACE SPANDREL GLASS WITH 1" CLEAR, LOW-E, INSULATED GLASS.
- RELOCATED EXISTING DOOR(S) AND HARDWARE.
- SQUARE OFF EXISTING DRYWALL SOFFIT. REFER TO REFLECTED CEILING PLAN.
- NEW DRYWALL SOFFIT, SUSPENDED FROM CEILING. REFER TO REFLECTED CEILING PLAN.
- NEW SOFFIT/BULKHEAD. REFER TO REFLECTED CEILING PLAN.
- NEW CEILING ELEMENT. REFER TO CEILING PLAN.
- EXISTING STRUCTURE, PAINT TO REMAIN. PAINT NEW ELECTRICAL CONDUIT TO MATCH EXISTING CEILING PAINT COLOR.
- PROVIDE CEILING DROP POWER AT FLOOR FOR DISPLAYS.
- ENCLOSE EXISTING PIPES WITH FULL HEIGHT WALLS. VERIFY LIMITS.
- PROVIDE FRP 2'-0" IN EACH DIRECTION X 4'-0" H. AT MOP SINK.
- SINK/MOP SINK BY PLUMBING CONTRACTOR.
- NEW ACTIVATION FEATURE. REFER TO A2.0.
- LIFESTYLE FEATURE. REFER TO A2.0.
- PILLOW DISPLAY, BY OTHERS.
- NIGHT STAND, BY OTHERS, TYPICAL.
- ACCESS TO UPPER ELECTRICAL ROOM.
- EXISTING BUILDING COLUMN TO REMAIN. PAINT.
- EXISTING TOILET ROOM/FIXTURES TO REMAIN.
- EXISTING DRINKING FOUNTAIN TO REMAIN.
- NEW CASEWORK - BREAK ROOM: 16" PLASTIC LAMINATE LOWER AND UPPER CABINETS WITH (1) ROLL-OUT TRASH, P. LAM. TOP AND BACKPLASH, (1) MICROWAVE SHELF.
- NEW CASEWORK - CUSTOMER SERVICE: 24" FRONT COUNTER WITH PLASTIC LAMINATE WALL AND WORK TOP AND 12" D. QUARTZ TRANSACTION TOP. 3" BUILD-UP ON EDGES AND WATERFALL EDGE (42") AT EMPLOYEES LEFT SIDE. 27" P. LAM. LOWERS AND UPERS WITH DRAWERS OVER DOORS. P. LAM. TOP.
- CONTROL JOINT. REFER TO DETAIL ON SHEET AS.0.
- ALUMINUM BREAK METAL END WRAP.



FIN. FLR. @ 100'-0"

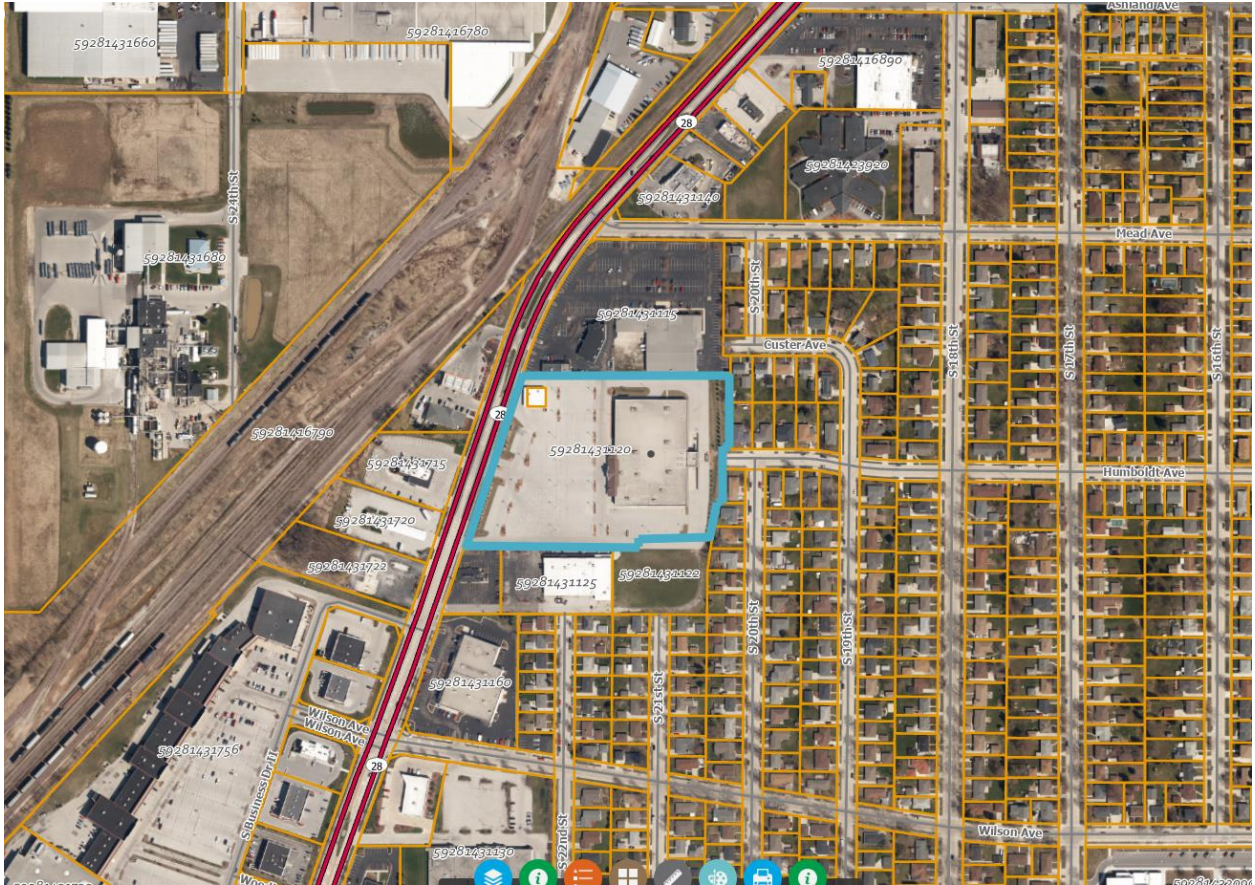
4" CONC. SLAB INFILL:  
4,000 PSI WITH 1.5 LB  
FIBER MESH, DOWELED  
INTO EXISTING  
CONCRETE. PROVIDE 10  
MIL. POLY UNDER SLAB.

NORTH



1  
A1.1  
FLOOR PLAN  
1/16" = 1'-0"



































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WISCONSIN 53081

**ASHLEY HOMESTORE**

2625 S. BUSINESS DRIVE  
SHEBOYGAN,

PROPOSED FOR:

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ISSUED FOR CONSTRUCTION - 06/09/2022

REVISIONS		
1		
2		

PROJECT MANAGER:  
S. WINTERFELDT

DESIGNER:  
R. LINDSTROM

DRAWN BY:  
ACM, LAK

EXPEDITOR:  
E. GRAPER

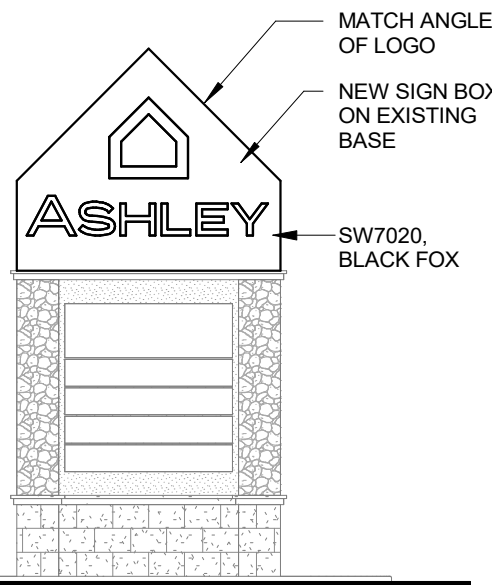
SUPERVISOR:  
M. HOYER

PRELIMINARY NO:  
P21281

CONTRACT NO:  
80036

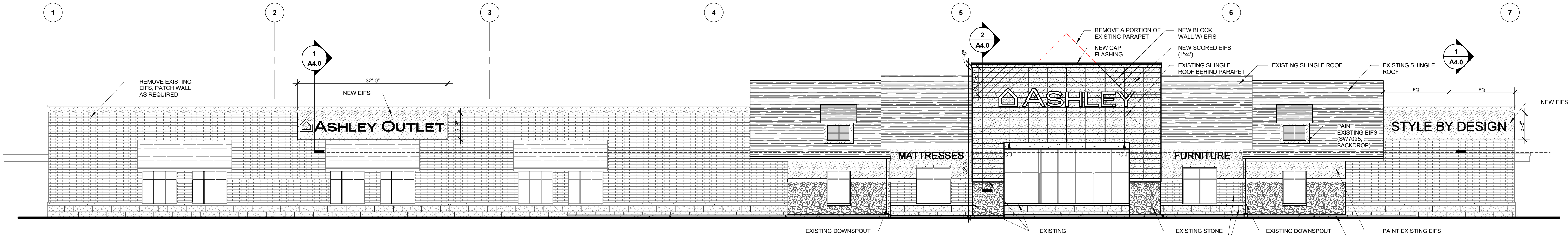
DATE:  
06.09.2022

SHEET:  
**A3.0**



**PYLON SIGN ELEVATION**

3/32" = 1'-0"



**PROPOSED WEST ELEVATION**

3/32" = 1'-0"



Steve:

I am unable to attend the Plan Commission meeting on July 12, 2022 regarding the application of Boston, Inc. to operate Ashley Homestore at 2625 S. Business Drive, but would like to have my concerns and comments be presented at the meeting and shared with Boston, Inc.

My home and yard abut the store property to the east, so am most directly impacted by the operation. My wife and I have lived in this house for 46 years and raised a family here. There has been "big box" store as our neighbor all the while.

The most recent owner/operator -- Roundy's, Inc. -- was, for the most part a good neighbor. However, there were still issues with the management of the property, especially since the store was closed. I want to ensure that the new owner/operator is aware of them and that the Plan Commission addresses them.

1. The new owner/operator must be required to maintain a system to prevent gulls and/or other birds from roosting and nesting on the roof of the building. During the last several years thousands of gulls used the building to raise their young. This resulted in constant shrieking, gull waste (poop) covering our cars, roof, outdoor deck and back yard. This went on, unchecked for two seasons. Following my complains to then-Mayor Mike Vandersteen -- the then building manager hired a company to manage the problem. After obtaining a Fish and Wildlife Service permit to manage the gulls -- a federally protected bird -- the nests were removed in seasons 3 and 4. The large flock, while not successfully nesting, sill spent the summer atop the building over four years. This year, season 5, the gulls did not return . I ask that a gull managemernt plan be made a "condition" on which a use permit is granted.

2. There are several trees that were planted to act as a sound/visual barrier that have since died. I ask that the dead trees be removed and new trees of equal or larger size be planted in their place.

3. I ask that window coverings be installed on the second floor to block ambient indoor light. The second-floor lights are left on 24/7.

4. I ask that no delivery trucks be allowed to run overnight while on the property, especially any parked at the rear or sides of the building.

5. I ask that the wooden fence bordering properties along South 20th Street and Humboldt Avenue be inspected and repaired where needed to prevent sagging and/or open spaces. (A coat of paint on both sides would be nice, too).

6. I ask that trash in Dumpsters or other containers not be removed before 7 a.m. because of the noise created in the process.

7. I ask that snow removed from the parking area not be piled at the rear of the building in order to prevent water runoff as it melts.

Thank you for addressing my concerns. If you have any questions, reply to this email or call me at 920 207-6387.

Sincerely,

Joseph E. Gulig  
2002 Humboldt Ave,  
Sheboygan, WI.

## CITY OF SHEBOYGAN

## REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

**ITEM DESCRIPTION:** Bookworm Gardens time extension request to a previously approved conditional use permit to construct a new Nature School Yurt and restroom facility at 1415 Campus Drive. RA-35

**REPORT PREPARED BY:** Steve Sokolowski

**REPORT DATE:** July 8, 2022

**MEETING DATE:** July 22, 2022

**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:**

On September 28, 2021, the City of Sheboygan Plan Commission approved a conditional use permit with exceptions by Bookworm Gardens to construct a new Nature School Yurt and restroom facility at 1415 Campus Drive. The Plan Commission approved the conditional use permit and variance with 20 conditions of approval.

The applicant stated the following:

- Bookworm Gardens is a botanical garden based on children's literature, and their mission is to inspire the love of books and nature in the young and young at heart.
- The proposed improvements are to be located in the vacant, sloping greenspace of the Bookworm Garden's site (northwest corner), bounded by University Drive on west/north, ravine on east and existing pathways/gardens on south. Improvements will include a new preschool use ("Nature School") based within an authentic yurt structure, a new restroom building, extended pathways and gardens, outdoor children's activity/learning areas, a pedestrian bridge, and a drop off at site entrance point for Nature School.
- The Nature School yurt is being sited on the high portion of the greenspace, to maximize visibility, allowing it to be a showpiece for Bookworm Gardens. The restroom building is sited on the lower portion of site. Both the Nature School and restrooms will be fully accessible from drop off, existing pathways and to each other.
- Located between the new buildings and west pathway will be an outdoor children's activity/learning area and extensions of the gardens. New lighting will consist of pathway

accent lighting and building wall sconce lighting (both to match existing lighting used on the grounds).

Item 9.

- The Bookworm Gardens Nature School is a program of Bookworm Gardens and shares the Bookworm mission to "inspire the love of books and nature in the young and young at heart." Using nature as a catalyst for learning, we aim to foster a sense of wonder through play and inquiry-based exploration.
- The Nature School will offer Tuesday and Thursday tuition-based class options for learners age 3 by September 1, 2022. Class sizes will be limited to 14-to-16 students.
- An additional preschool teacher will be joining the Bookworm team in 2022, providing a 1-to-7 or 1-to-8 teacher to student ratio. Bookworm education staff members will also offer additional environmental education teaching.
- All improvements are being mindful of the existing ravine and landscaping. The placement of new buildings is being done in such a way to avoid impact to mature trees along the edge of the ravine.
- The educational basis of Bookworm Gardens is an extension of, and is consistent with its neighbors, such as Sheboygan Area Lutheran High School, UW-Extension, and UW-Sheboygan.
- The proposed conditional use will be an extension and enhancement of the existing Bookworm Garden's use and mission, and the newly offered Nature School function will be an asset to the community.

The applicant states the following about the proposed architecture for the pre-school yurt, the restroom building, and the expanded activity/learning areas and gardens:

#### The Yurt:

- The pre-school "base camp" will be housed in an authentic yurt structure having a 24-ft radius with a small entrance attachment and boardwalk surround.
- The yurt will utilize traditional (flame retardant) roof and wall membranes, with two (2) entry/egress doors, multiple windows, and skylight for natural daylighting and ventilation.
- The entrance attachment to yurt will serve as a vestibule, coat/boot drop, and greenhouse activity space; the exterior of attachment will resemble the design of restroom building for aesthetic continuity.
- Connecting the yurt entrance to restrooms will be a set of steps covered with an open trellis structure.

#### The restroom:

- The restroom building will contain three (3) separate family restrooms, a mother's room, a staff restroom with adult changing area, and a storage room.

- The building is designed with curved walls to blend in with the yurt concept.
- Exterior finishes will include stone (matching the existing stone on administrative building), shake siding, architectural asphalt shingled roof (sloped) and membrane roof at flat roof (to match color of yurt roof).
- The single sloped roof over half of the building allows for added interior daylighting via clerestory windows, and provides a placement point for solar panels allowing a renewable energy source.

The outdoor activity/learning areas:

- The outdoor activity/learning areas will be placed in an area between the yurt, west walkway/entry, and restroom building.
- This area will include spaces for small group gatherings, a mud kitchen for tactile learning, and additional garden areas.
- The space will be divided into two (2) outdoor areas by an arched pedestrian bridge, connecting the drop off area to the yurt.

Other information about the proposed Nature School:

- Two day a week nature school classes will begin in September of 2022 for learners who are Age 3 by September 1 of 2022. 4 year old learners are also welcome.
- Classes will take place September – May.
- Classes will be tuition-based + some scholarship opportunities will be available.
- We look forward to nurturing a child's curiosity and helping them learn to love learning through nature and literature.

Bookworm Gardens values:

- Play as Learning
- Seasonal Exploration
- Respect for the Natural World
- Hands-on Discovery

Based upon seasonal changes, our nature-based curriculum includes daily outdoor discovery of the Gardens that incorporates:

- Social Emotional Learning
- Art, Movement, Music + Dramatic Play
- Cooking + Food Experiences
- Science + Math Discovery

- Language Exploration
- Large + Small Motor Skill Development

## STAFF COMMENTS:

Section 15.905(9), Conditional Use Review and Approval, of the City of Sheboygan Zoning Ordinance states:

*The start of construction of any and all conditional uses shall be initiated within 365 days of their approval by Plan Commission and shall be operational within 730 days of said approval. Failure to initiate development within this period shall automatically constitute a revocation of the conditional use. **Prior to such a revocation, the applicant may request an extension of this period.** Said request shall require formal approval by Plan Commission and shall be based upon a showing of acceptable justification (as determined by Plan Commission).*

Today, the Plan Commission is reviewing the attached June 20, 2022 time extension request letter that states the following:

- A conditional use permit for the Bookworm Gardens projects was approved by the Plan Commission on September 28, 2021. Their plan was to build in the spring/summer of 2022.
- Because of current uncertainty with the construction start date, we are requesting this extension request be placed on the next plan commission agenda for review.

## ACTION REQUESTED:

Staff does not object to the Bookworm Gardens time extension request and approval of a new deadline date of **September 1, 2023**. If the applicant does not apply for a building permit by September 21, 2023, the approved conditional use permit is null and void (a new conditional use permit would be required).

Staff recommends approval of the conditional use permit 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, storm drainage, health, DNR, 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. It is the applicant responsibility to insure all construction takes place outside of the areas designated wetlands. Applicant may only impact areas designated as wetlands if and only if they have written documentation (license, permit, etc.) from the DNR permitting them to do so.
3. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
4. 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 issuance of an occupancy permit.



5. If dumpsters are to be used, the 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 for the first apartment building to be occupied.
6. Outdoor storage of materials, products or equipment shall be prohibited.
7. 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.).
8. 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.
9. 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.
10. Applicant shall install individual letter signs – no cabinet or flat panel signs.
11. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet. Sign shall be located outside of the 15 foot vision triangle.
12. All areas used for parking/maneuvering of vehicles shall be paved.
13. All areas that are not required to be paved shall be grass and/or approved landscaping.
14. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and old ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, street trees, grading, etc.).
15. 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.).
16. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
17. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
18. 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).
19. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve the proposed building design.
20. 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 Permit Application and required attachments.



**haag müller, inc.**

Architecture • Engineering • Interiors  
101 East Grand Avenue, Suite 1  
Port Washington, Wisconsin 53074  
262.268.1200 www.haagmuller.com

June 20, 2022

City of Sheboygan City Hall  
Planning Department  
828 Center Avenue, Suite 208  
Sheboygan, WI 53081

Attn: Steve Sokolowski, Manager of Planning and Zoning  
Re: Bookworm Gardens  
Nature School, Restroom & Related Improvements  
1415 Campus Drive, Sheboygan, WI

Dear Steve-

As you know, the Bookworm Gardens Nature School conditional use permit was approved by the plan commission on September 28, 2021 (see attached). Based on a discussion we had this past April 14th, I understand the approval is valid for 1-year, but a 1-year (or 2-year?) extension can be granted if requested before the expiration date.

Because of current uncertainty with the construction start date, we are requesting this extension request be placed on the next plan commission agenda for review. Can you please let me know which meeting it will be reviewed at, and whether someone from Bookworm Gardens should be present?

Steve, thank you once again for your help!

Sincerely,

**haag müller, inc.**

Architecture • Engineering • Interiors

**mike müller**, president  
registered architect | ncarb | ala

Copy To: Elizabeth Wieland, Bookworm Gardens







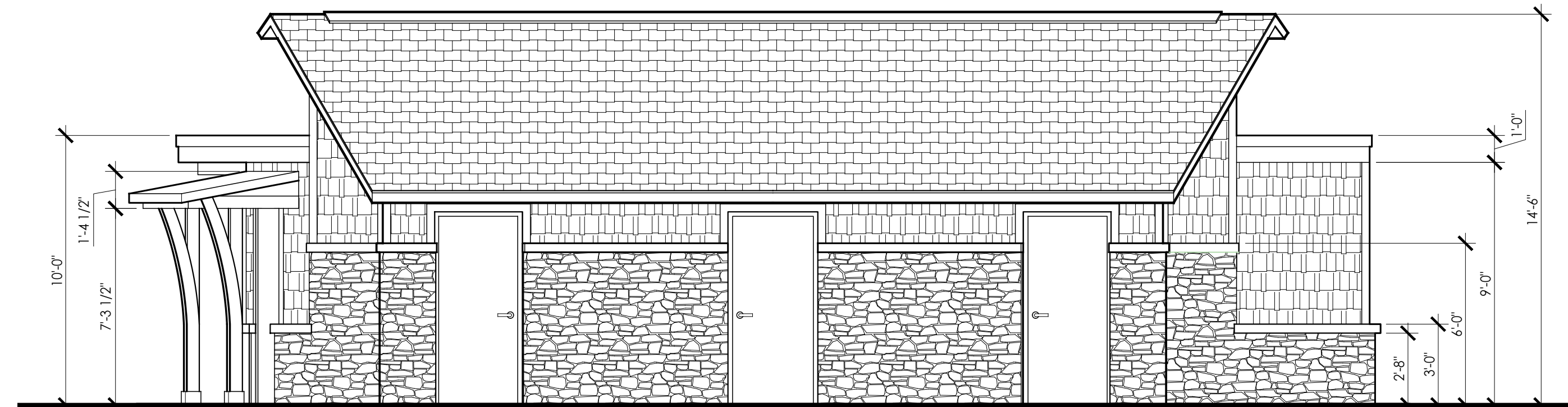


A circular logo for Muller's 40th anniversary. The number '40' is large and white, with a plus sign inside the zero. Below the '40' is the word 'YEARS' in white. The logo is set against a green circular background. Around the top edge of the circle, it says 'muller, inc. • CELEBRATING OVER 40 YEARS OF SERVICE'. Around the bottom edge, it says '• EST. 1977'.

BOOKWORM GARDENS  
1415 CAMPUS DRIVE  
SHEBOYGAN, WI 53081

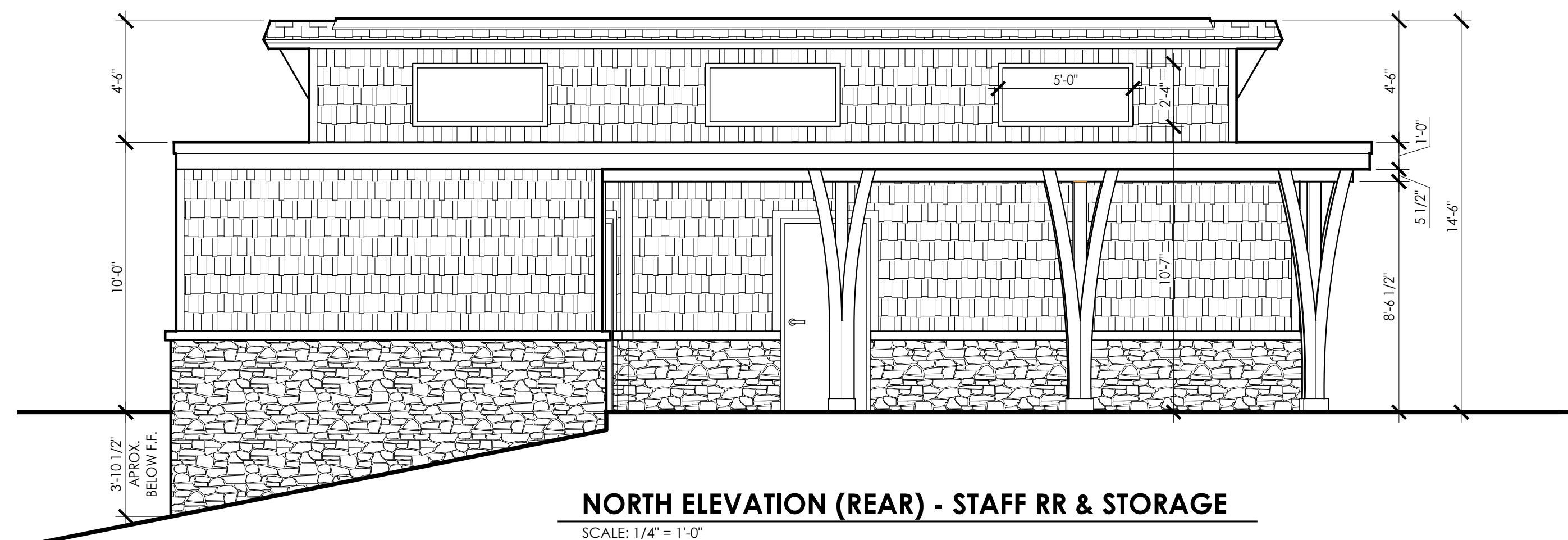
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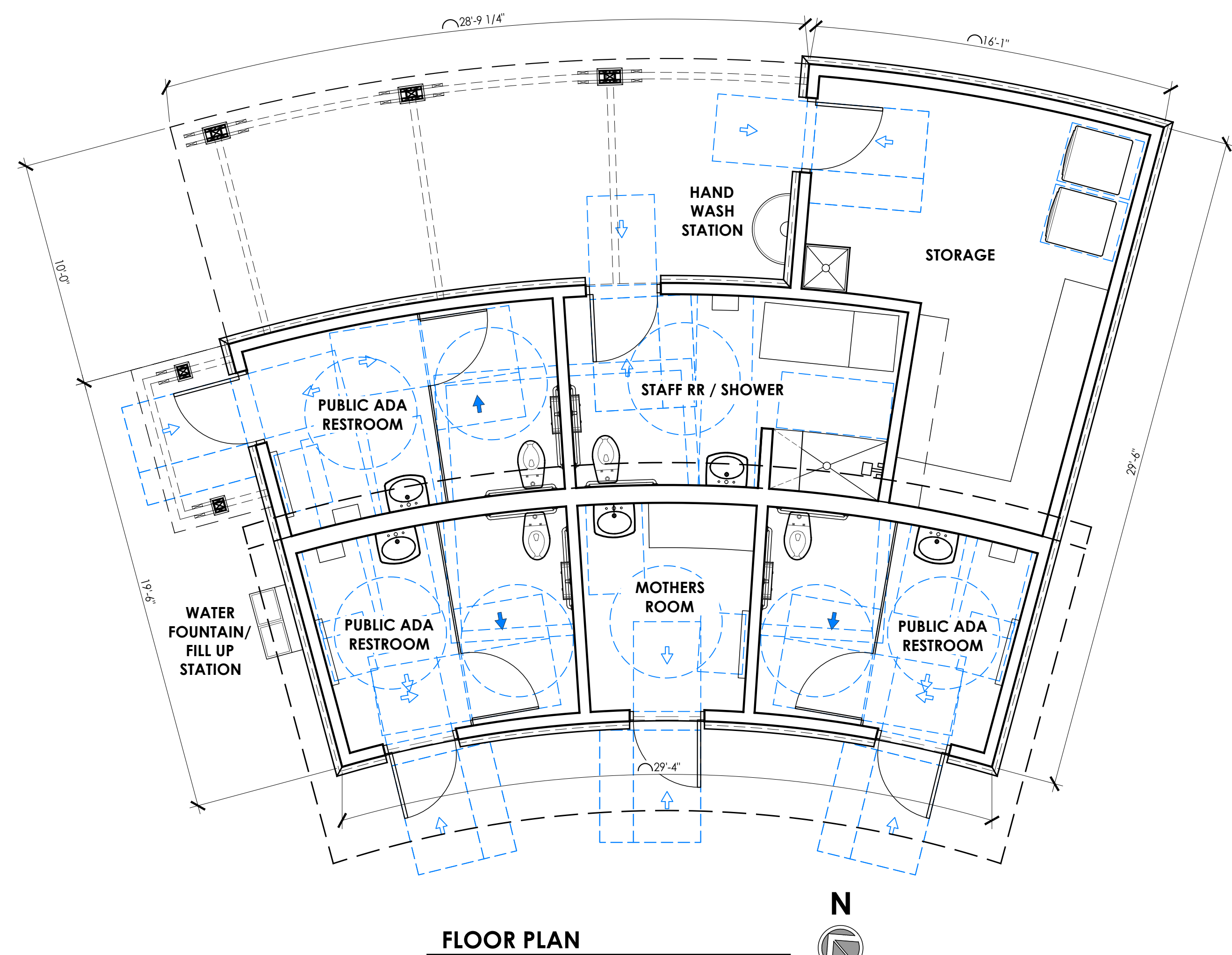
### SOUTH ELEVATION (FRONT) - RESTROOM ENTRANCES

SCALE: 1/4" = 1'-0"



### NORTH ELEVATION (REAR) - STAFF RR & STORAGE

SCALE: 1/4" = 1'-0"



## FLOOR PLAN

## FLOOR PL

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[illegible]











