

*****ATTACHMENTS*****

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional Use Permit and variance application by Jane Gress to operate Union Cup at 1201 Union Avenue. NC Zone

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

REPORT DATE: July 5, 2019

MEETING DATE: July 8, 2019

FISCAL SUMMARY:

STATUTORY REFERENCE:

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

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

BACKGROUND / ANALYSIS:

Jane Gress is proposing to operate Union Cup from the vacant building located at 1201 Union Avenue. The applicant states the following:

- Our plan is to operate a coffee shop/lunch cafe in the building at 1201 Union Avenue. The café will be named "Union Cup" because of its location on Union Ave.
- The new owner is Steve Spiro and Jane Gress is the new tenant. The location at 12th and Union presents a great opportunity for this type of café business. The plan commission should consider this proposal because the current neighborhood, within a six (6) block perimeter, does not have a commercial non-alcoholic gathering place with relaxing atmosphere to purchase eat-in and carry out healthy beverages, pastries and lunch items.
- Proposed menu includes drinks and bakery/pastries that include scones, muffins, cookies, bars, bagels, toast, English muffins, French toast, fresh, fruit, cottage cheese, granola, yogurt, salads, wraps, cold sandwiches, chips, coffee, latte's, expresso, cappuccino, milk, hot chocolate, sparkling water, smoothies, coca cola products, juices teas, etc.
- Property access is at the front door on Union Avenue. Rear door will be used for service delivery. One (1) parking spot will be added in the back of building off of 12th Street.

- To provide additional parking Jane Gress has obtained a written agreement with the St. Paul Lutheran Church to allow parking in their lot to patrons of the coffee shop. There is on street parking available.
- Proposed hours
 - Sunday 12:00 noon to 4:00 p.m.
 - Monday 7:00 a.m. to 2:00 p.m.
 - Tuesday 7:00 a.m. to 2:00 p.m. and 4:00 p.m. to 8:00 p.m.
 - Wednesday Closed
 - Thursday 7:00 a.m. to 2:00 p.m.
 - Friday 7:00 a.m. to 2:00 p.m. and 4:00 p.m. to 8:00 p.m.
 - Saturday 10:00 a.m. to 4:00 p.m.
 - Sunday 12:00 noon to 4:00 p.m.
- Applicant is proposing a 4sf projecting sign at the northeast corner of the building.
- The proposed building changes include a complete internal and external refurbish and remodel. The total building square footage is 800sf with 500sf of customer area.

The exterior remodeling includes:

- Removal of the existing siding down to the original cream city brick finish and refurbished the support brick work.
- All windows and doors have been replaced with glass to replicate the original building design.
- The old landscaping has been removed and pruned.

The interior remodeling includes:

- A complete remodel of the interior of the building is in process. All internal walls have been removed, support walls were cleared to studs, insulation added and new wall boards installed. The foundation floor was removed and replaced with a decorative cement floor. The plumbing and electrical has all been updated. Mechanical room was added.
- The bathroom was torn out and relocated to back of building meeting code for ADA accessibility.
- HVAC has been updated to include new central air and heat duck work.
- New trusses will be installed to present an open concept in the main room.
- Addition of a commercial kitchen (without a vent system for frying).

STAFF COMMENTS:

Applicant is proposing to pave a parking space at the south end of their property.

Applicant talks about doing additional exterior remodeling to the front side of the building. This may require architectural review board approval.

ACTION REQUESTED:

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

1. Applicant will be required to meet and/or obtain all codes, requirements, licenses, etc. to operate the c and to utilize the building including but not limited to building, electrical, plumbing, HVAC, fire, health, food, vendors, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slatting (PDS) material in order to effectively screen the dumpster.
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. Outdoor storage of materials, products or equipment shall be prohibited.
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 work with staff with regards to appropriate signage. Proposed wall signage will be individual letter signs (no flat panel or interior lit cabinet signs).
7. Applicant shall obtain the necessary sign permits prior to installation (proposed projecting sign). Applicant shall be permitted to install individual letter signs – no cabinet or flat panel signs. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
8. No temporary signage and/or fluttering, undulating, swinging, rotting, or otherwise moving signs, pennants, banners or other decorations shall be permitted on the building or in the area around the food truck.
9. No portion of the building and/or site improvements shall cross property lines nor shall take place upon the City of Sheboygan public right-of-way including but not limited to buildings, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
10. It will be the applicant's responsibility to work with all private and public utilities in order to provide easements and/or relocate utilities as necessary.
11. Any new or modified ingress/egress driveway openings and any existing driveways to be closed shall be improved to standard City specifications.
12. Applicant is responsible for installing driveway/parking area to code.
13. If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.
14. If there are any amendments to the approved plans, the applicant will be required to submit a new conditional use application reflecting those amendments.

ATTACHMENTS:

Conditional Use Permit Application and required attachments.

PARCEL NO. 426500
MAP NO. _____
ZONING CLASSIFICATION: NC

Office Use Only
APPLICATION/FILE NO. _____
REVIEW DATE: 7/9/19

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 104. 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: JANE GRESS Gotjalu@gmail.com
ADDRESS: 3734 S. 12th PL E-MAIL: gotjalu@gmail.com
PHONE: (920) 889-0462 FAX NO. () none

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: Union Cup
ADDRESS OF PROPERTY AFFECTED: 1201 Union Ave

N/A LEGAL DESCRIPTION: _____

BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: none
previous Street Monkey tattoo

DETAILED DESCRIPTION OF PROPOSED OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: COFFEE SHOP open to public

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

To: Steve Sokolowski, Manager of Planning and Development

From: Jane Gress

Re: Union Cup Business Proposal

Date: June 19, 2019

My partner, Steve Spiro, purchased the building on 12th and Union and has given me the opportunity to open a business.

I have worked in different types of coffee shops in Minneapolis and in Sheboygan throughout the years. Good customer service is very important to me. I believe in a clean, well kept, spotless business environment. I have worked in kitchens, restaurants, concession-stands, coffee shops, catered, volunteered and prepared holiday meals entertaining large groups. I have become efficient and organized in the food industry also with providing well-mannered and professional service.

The building has been remodeled with an open concept design that offers a comfortable and cozy atmosphere. Remodeling the building has brought excitement to the neighborhood.

Coming from a large family of nine siblings I have always remembered the wonderful times we had in our kitchen, it seemed to be the central gathering place providing a warm welcome to all that visited, friends and family. My vision is to provide this type of atmosphere.

I am excited to launch this new business and completing our final plans, purchase of appliances, tables, chairs and outside landscaping.

Steve Spiro is an experienced business owner. Building and managing a successful sales business for thirty years. His leadership in this project will bring direction and financial stability.

This business, I truly believe, will be a wonderful addition to the neighborhood. **Union Cup** will provide healthy products, reasonably priced, quality service in an inviting community environment.

Please consider allowing us to move forward. Thank you.

2. Proposed Use

Our plan is to operate a coffee shop/lunch cafe in the building at 1201 Union Avenue, Sheboygan. Named "Union Cup" because of its location.

The new owner is Steve Spiro and Jane Gress is the new tenant. The location at 12th and Union presents a great opportunity for this type of business. The plan

commission should consider this proposal because the current neighborhood, with a six block perimeter, does not have a commercial non-alcoholic gathering place with relaxing atmosphere to purchase eat-in and carry out healthy beverages, pastries and lunch items.

The proposed building changes include a complete internal and external refurbish and remodel.

External work includes removal of all siding down to the original cream city brick finish and refurbished the support brick work.

All windows and doors have been replaced with glass to replicate the original building design.

The old landscaping has been removed and pruned.

Internal remodel. A complete remodel is process. All internal walls have been removed, support walls were cleared to studs, insulation added and new wall boards installed. The foundation floor was removed and replaced with a decorative cement floor. The plumbing and electrical has all been updated. Mechanical room added.

The bathroom was torn out and relocated to back of building meeting code for ADA accessibility.

HVAC has been updated to include new central air and heat duck work.

New trusses will be installed to present an open concept in the main room.

Addition of a commercial kitchen (without a vent system for frying)

Description of proposed facilities: Property access is at the front door on Union Avenue. Rear door will be used for service delivery. One parking spot will be added in the back of building off of 12th Street.

Parking: There is on street parking available. To provide additional parking Jane Gress, proposed tenant, has obtained a written agreement with the St. Paul Lutheran Church to allow parking in their lot to patrons of the coffee shop. See Attachment A.

Building total square footage is approximately 800 sq. ft. that contains a 500 square foot customer area.

Wi-Fi available and Surround Music

Proposed Hours of Operations

Sunday 12:00 noon to 4:00 p.m.

Monday 7:00 a.m. to 2:00 p.m.

Tuesday 7:00 a.m. to 2:00 p.m. and 4:00 p.m. to 8:00 p.m.

Wednesday Closed

Thursday 7:00 a.m. to 2:00 p.m.

Friday 7:00 a.m. to 2:00 p.m. and 4:00 p.m. to 8:00 p.m.

Saturday 10:00 a.m. to 4:00 p.m.

Sunday 12:00 noon to 4:00 p.m.

Proposed Menu

Regular and Decaf Coffee

Iced Coffee

Latte's Expresso Cappuccino

Milk, almond, coconut, skim, 2% and chocolate

Hot Chocolate

Sparkling Water

Smoothies

Coca Cola Products

Apple Juice, Lemonade, Cranberry and Orange Juice

Ice Tea and Hot Tea

Bakery/Pastries

Scones

Muffins

Cookies

Bars

Bagels

Toast

English Muffins

French toast

Other Foods

Fresh Fruit

Cottage Cheese

Granola

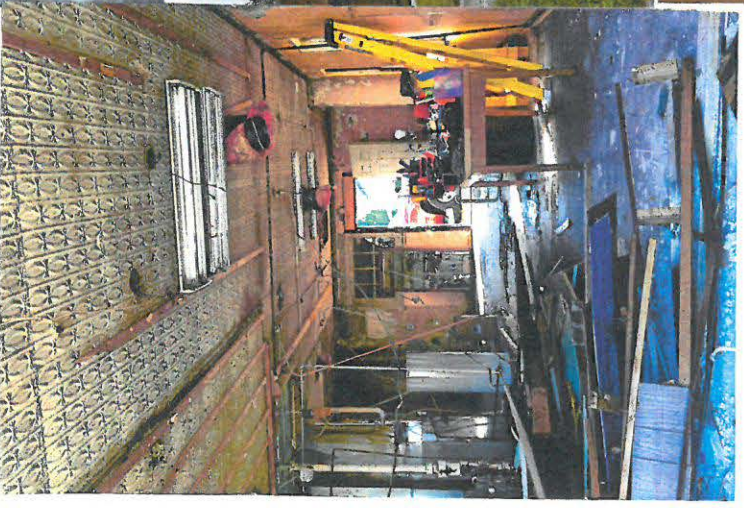
Yogurt

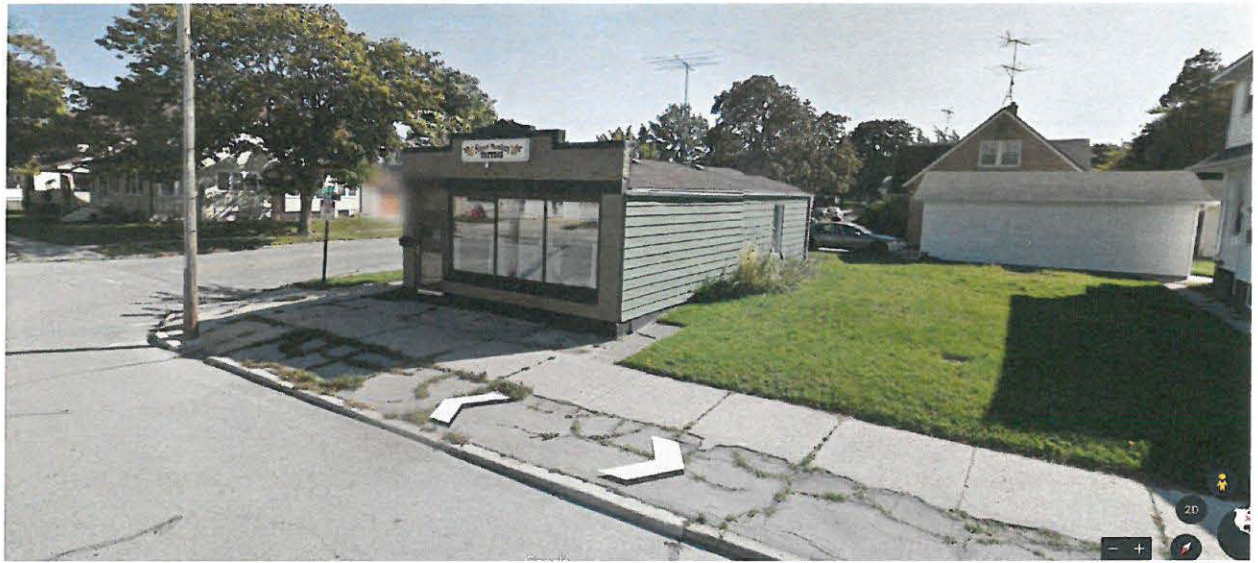
Salads

Wraps

Cold Sandwiches

Chips

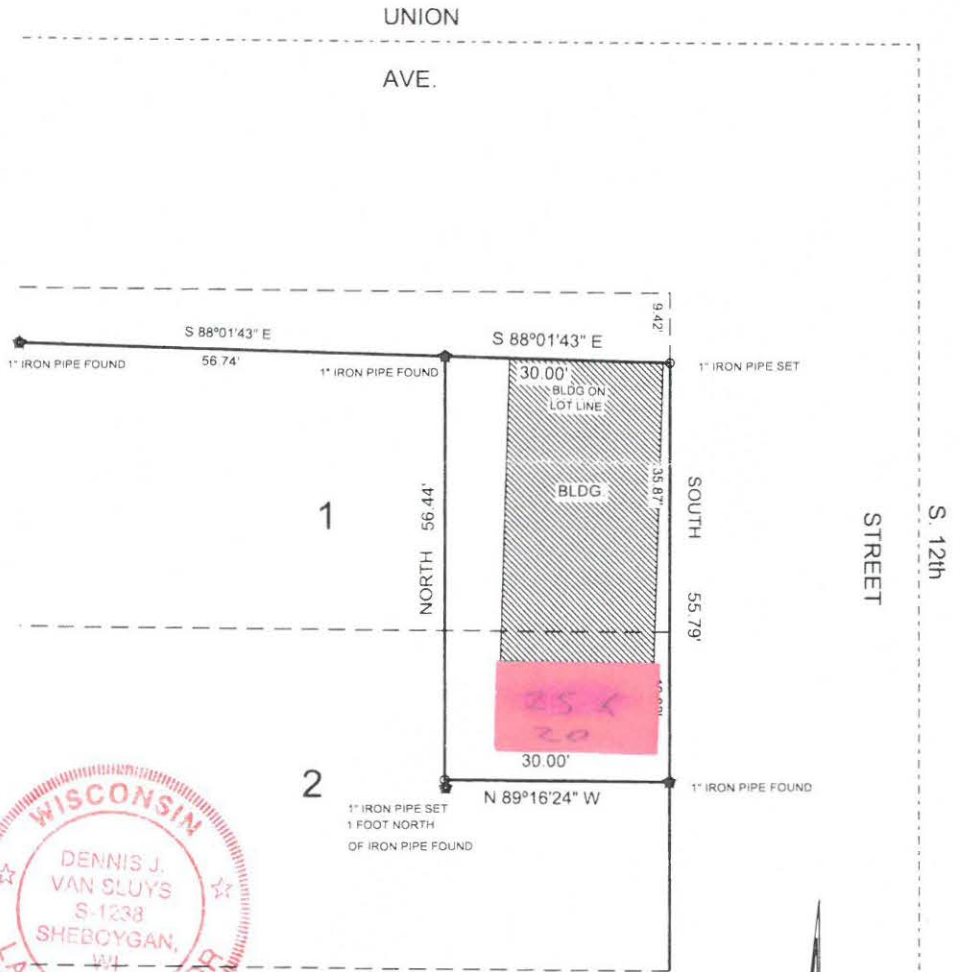




D & H LAND SURVEYS LLC
1628 GEORGIA AVENUE
SHEBOYGAN, WISCONSIN

1201 UNION AVE.
PARCEL NO. 59281426500
BEING THE EAST 30 FEET OF LOT 1 BLOCK 1 AND THE NORTH 19.92 FEET
OF THE EAST 30 FEET OF LOT 2 BLOCK 1 OF WEDEMEYER'S DIVISION,
CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN

EXCEPT THAT PART OF LOT 1 NORTH OF A LINE COMMENCING 9.42 FEET
SOUTH OF THE NE. COR. OF LOT 1 AND EXTENDED WEST TO A POINT 6.42 FEET
SOUTH OF THE NW COR. OF SAID LOT 1



THIS IS AN ORIGINAL PRINT ONLY
IF SEAL IS IMPRINTED IN RED

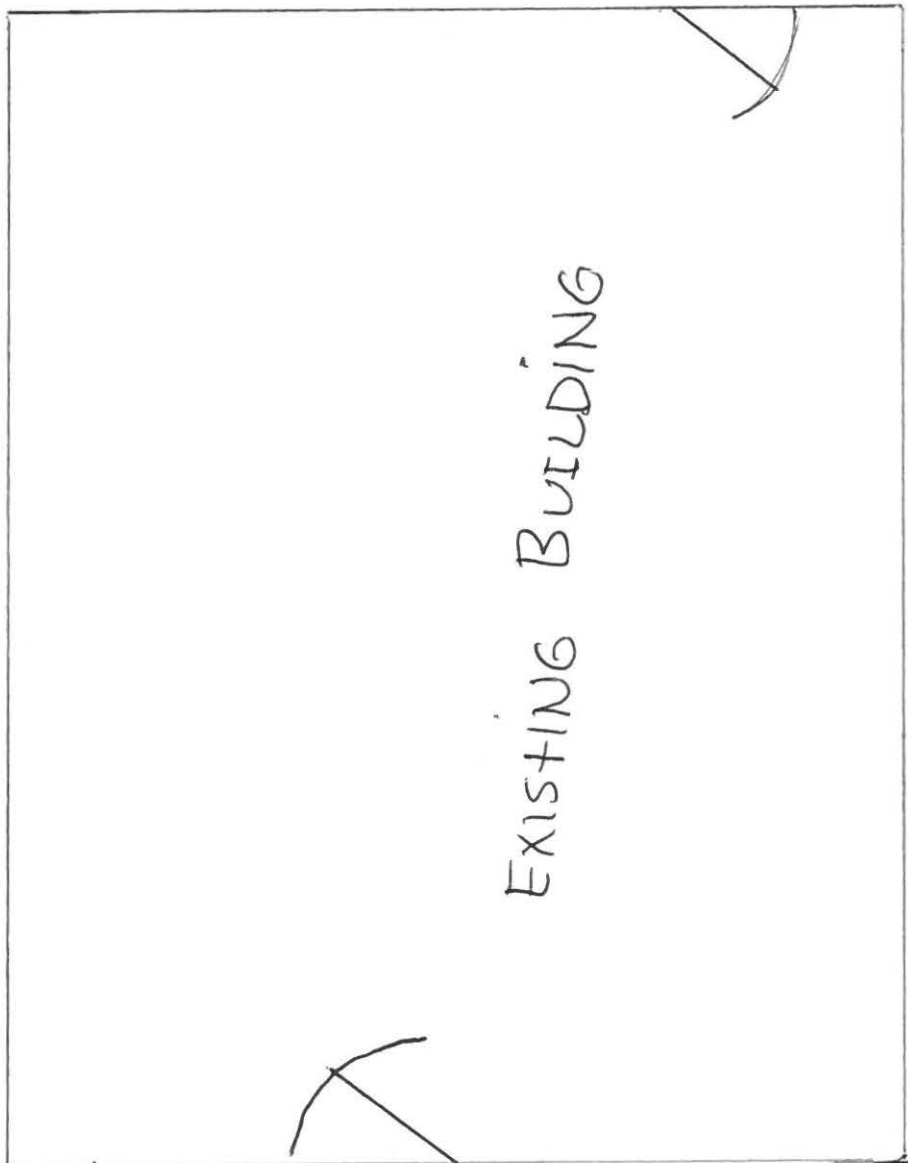
THIS IS TO CERTIFY THAT THE INFORMATION SHOWN HEREON
IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.
Dennis J. Van Sluys
Dennis J. Van Sluys S-1238



Dated this 7th day of May, 2019.

DATA/CSHEB19/1201UNIO L-23083

UNION AVE



EXISTING BUILDING

||| SIDEWALK |||



PARKING AREA

|||

NEIGHBORS DRIVE

12TH ST.



Come as you are. You are always welcome here.

To Whom It May Concern:

We are pleased to offer parking spaces for Jane to use for her forthcoming coffee shop. We hope that our parking lot offers her patrons a convenient place to park. Please feel free to contact us with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeremy Hylan". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Rev. Jeremy Hylan
St. Paul's UCC
2114 Wedemeyer St.
Sheboygan, WI 53081
(920) 458-1611





OFFICE USE ONLY
PARCEL NO.: _____
MAP NO.: _____
ZONING CLASSIFICATION: _____

OFFICE USE ONLY
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: STEVE Spiro
ADDRESS: 3734 S. 12th PLACE SHEB 53081
E-MAIL ADDRESS: Steven.Spiro@icloud.com
PHONE: (920) 912-2666 FAX NO: () —

2. OWNER INFORMATION

OWNER OF SITE: Steve Spiro
ADDRESS: 3734 S. 12th PLACE SHEB 53081
PHONE: (920) 912-2666 FAX NO: () —

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

NAME OF PROPOSED/EXISTING BUSINESS: Union Cup
ADDRESS OF PROPERTY AFFECTED: 1201 Union Ave
USE OF PROPERTY: COFFEE SHOP
TYPE OF SIGN: Mounted FLAG STYLE
DESCRIPTION OF PROPOSED SIGN: SANDBLASTED
1 1/2 INCH THICK FOAM

4. CONFIGURATION OF PROPOSED SIGN:

HEIGHT: 1' 7 1/2" X WIDTH 2'-6" = TOTAL SQUARE FOOTAGE: 4 SQ FT

AMOUNT OF PUBLIC STREET FRONTAGE: 8 SQ FT

AMOUNT OF EXPOSED EXTERIOR WALL LENGTH: 0

SETBACK: N/A

METHOD OF ATTACHMENT: STEEL TO BRICK

METHOD OF ILLUMINATION: EXTERIOR WALL MOUNT LIGHT

SIGN MATERIALS: HDU FOAM, STEEL

TOTAL SQUARE FOOTAGE OF SIGNS ON SUBJECT PROPERTY:

BEFORE PROPOSED SIGN: 4 SQ FT AFTER PROPOSED SIGN: _____

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.

Steven A. Spiro
APPLICANT'S SIGNATURE

6-19-19
DATE

STEVEN A. SPIRO
PRINT ABOVE NAME

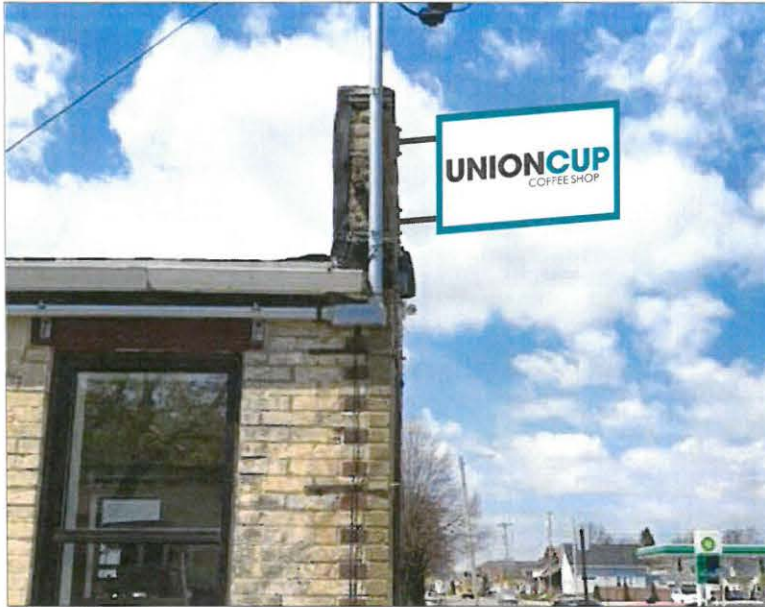
6. APPLICATION SUBMITTAL REQUIREMENTS

- a. 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.
- b. 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.
- c. 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.

Sign Type: D/F Sandblasted Hanging Sign - (Qty. 1)

New D/F flag mounted sandblasted sign.
 Panel to be (2) pieces of 1.5" thick sign foam with sandblasted and painted graphics.
 Mount to wall with aluminum tube supports and plates.

Note: exact specs TBD.



Site#: S10185

Customer: Union Cup
 Street: 1201 Union Ave
 City: Sheboygan State: WI
 Site Contact: Steve Spiro
 Tel#: (920) 123-4567
 Email: steven.spiro@icloud.com
 Design: Andy Graff

Revisions:

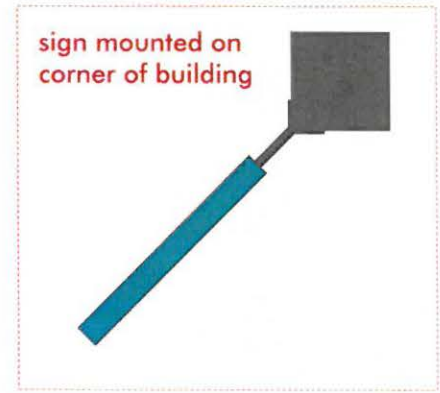
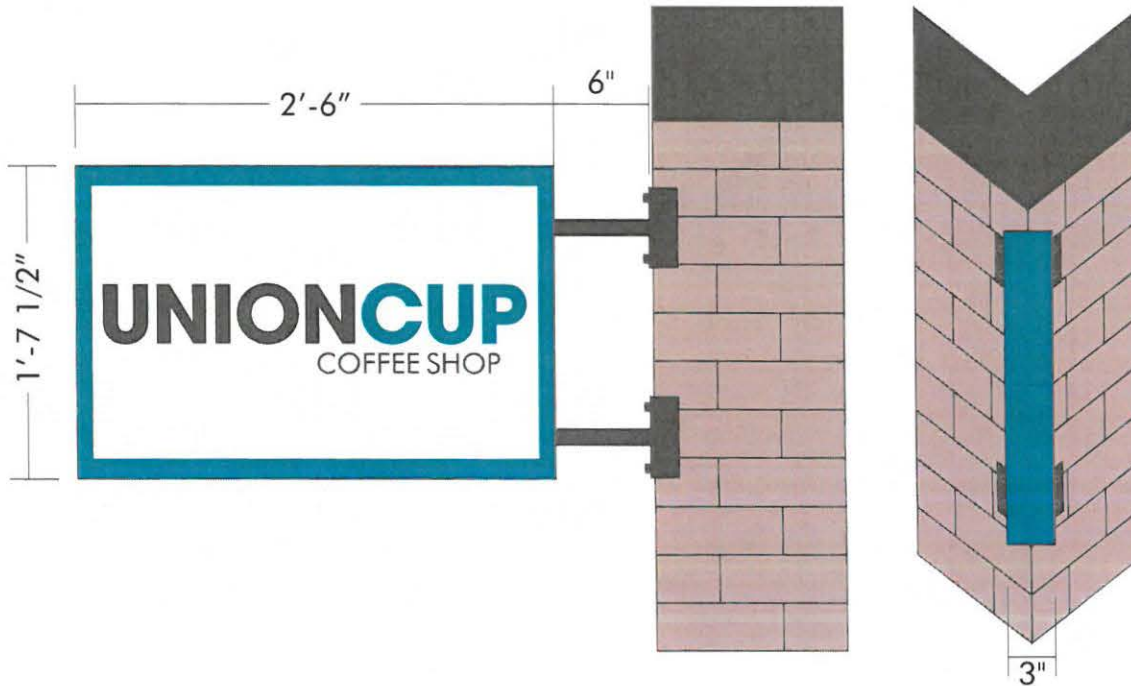
- x _____
- x _____
- x _____
- x _____

Customer Approval Date

This layout design is an unpublished work and RLO Sign hereby expressly reserves the common law right pursuant to title 17, section 2 of the United States code to prevent the use of this design and to obtain damages therefore.



www.RLOSIGN.com
 1030 Ontario Ave.
 Sheboygan, WI 53081
 Phone: 920-457-6602
 Fax: 920-457-2399



sf: N/A

scale: 1" = 1'-0"

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional Use and variance application by the Rightway Club to construct a new outdoor pavilion at their facility/property located at 4627 S. 12th Street. SR-3 Zone

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

REPORT DATE: July 5, 2019

MEETING DATE: July 9, 2019

FISCAL SUMMARY:

STATUTORY REFERENCE:

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

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

BACKGROUND / ANALYSIS:

The Rightway Club is proposing to construct a new outdoor pavilion at their facility/property located at 4627 S. 12th Street. The applicant states the following about the proposed project:

- The Rightway Club is a nonprofit organization whose main objective is to provide meeting rooms for 12-step recovery groups and to facilitate a social atmosphere that is safe, healthy and interactive in the aid of the recovery process which involves family, friends and community. We currently have 20 weekly 12-step meetings held at Rightway Club. These include Alcoholics Anonymous, Al-Anon, Narcotics Anonymous, Overeaters Anonymous and Heroin Anonymous.
- The proposed 960sf (24 x 40) pavilion structure would be used to conduct our annual fund raising Brat Fry event and outdoor social events for the recovery community and their families. This would include things like picnics, additional fundraising events and outdoor recovery meetings. The pavilion would provide an attractive, comfortable place to relax and conduct small group discussions with recovering persons out of doors while providing shelter from the elements.
- Our property is on a large lot and in a pleasant setting. We would like to utilize this asset with the addition of the pavilion as a centerpiece for our outdoor activities and to provide shelter. The pavilion will be used for outdoor 12-step recovery meetings, family and social activities for the recovery community include picnics, cornhole tournaments, etc. It would also be used for fundraising events such as our annual brat fry.

- Limited outdoor lighting to pavilion. All equipment such as grill, extra chairs, tables, etc. are stored in the garage. Outdoor events are generally held within daytime to early evening hours. Architectural style to be conventional and attractive, within normal limits. The facility and grounds are well kept, and we feel that the pavilion will be an attractive addition to the property. The property itself is large and tree-lined so that it is secluded and there is a noise buffer from all adjoining property owners. We have held several other events in the history of the Right Way Club and there has never been any noise complaint (or other type of complaint). The use of alcohol and any non-prescription drugs are prohibited on Right Way property so we rarely, if ever, have any issues with individuals getting loud or out-of-control at our activities.
- The Rightway Club is a needed asset in our community. With the increase in addiction and the near-crises level of opiate addiction in Sheboygan County, we provide a needed resource to aid in the recovery of addicted individuals. Alcoholics Anonymous is proven to be effective in the treatment of alcoholism and many courts and treatment programs require identified individuals to attend meetings. All of the services that we provide are at no cost to the individual in need of assistance. We strongly encourage responsibility to community and giving back in the form of service from our members. It is one of the tenets of recovery. The addition of the pavilion provides an outdoor space for activities focused around recovery from addiction and enhances our ability to service that sector of our community.

STAFF COMMENTS:

Staff will be including a condition that the applicant may not enclose the pavilion with walls – this is an open air structure with a roof (no walls).

Applicant is requesting a variance to construct a 960sf (24 x 40) pavilion structure – Maximum accessory structure permitted is 200sf.

Based on the property, the design and proposed Rightway Club use, staff does not object to the variance request.

ACTION REQUESTED:

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

1. Prior to construction and operation, the applicant shall obtain all necessary permits and licenses including but not limited to building, plumbing, electrical, HVAC, storm drainage, wetlands, DNR, etc.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen the dumpster.

4. Outdoor storage of materials, products or equipment shall be prohibited. The pavilion may not be used as a storage structure.
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. If signage is to be installed, the applicant shall work with staff with regards to constructing appropriate and well-designed signage and shall obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs – no cabinet or flat panel signs.
7. All areas used for parking/maneuvering of vehicles shall be paved.
8. All areas that are not required to be paved shall be grass and/or approved landscaping.
9. It will be the applicant's responsibility to work with all private and public utilities in order to provide easements and/or relocate utilities as necessary.
10. Maximum size of pavilion is 960sf and the applicant may not enclose the structure (the pavilion must be open air – no walls).
11. 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.

ATTACHMENTS:

Conditional Use Permit Application and required attachments.

PARCEL NO. 325995
MAP NO. _____
ZONING CLASSIFICATION: SR-3

Office Use Only
APPLICATION/FILE NO. _____
REVIEW DATE: 7/9/19

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

pd

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 104. 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: Rightway Club Inc
ADDRESS: 4627 S 12 53081 E-MAIL: toead58@yahoo.com
rightwayclubinc@gmail.com
PHONE: () FAX NO. () prautmann@gmail.com
hardyrmly53@gmail.com

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: Rightway Club Inc
ADDRESS OF PROPERTY AFFECTED: 4627 S 12 Street 53081

LEGAL DESCRIPTION: _____

BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: See Attached

DETAILED DESCRIPTION OF PROPOSED OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: Pavillion

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

CONDITIONAL USE PERMIT PROCESS documentation specifically explaining/detailing the proposed use:

- An explanation of existing use of property and what the Rightway Club is/does?

The Rightway Club is a nonprofit organization whose main objective is to provide meeting rooms for 12-step recovery groups and to facilitate a social atmosphere that is safe, healthy and interactive in the aid of the recovery process which involves family, friends and community. We currently have 20 weekly 12-step meetings held at Rightway Club. These include Alcoholics Anonymous, Alanon, Narcotics Anonymous, Overeaters Anonymous and Heroin Anonymous.

- An explanation of the proposed pavilion structure activities/use – events, programs, etc.

The proposed pavilion structure would be used to conduct our annual fund raising Brat Fry event and outdoor social events for the recovery community and their families. This would include things like picnics, additional fundraising events and outdoor recovery meetings. The pavilion would provide an attractive, comfortable place to relax and conduct small group discussions with recovering persons out of doors while providing shelter from the elements.

- A description as to why the proposed pavilion structure/use is being proposed from this location and why the plan commission should consider approving the proposal (Why was this site selected, who will use it, when will you begin construction, etc.)

Our property is on a large lot and in a pleasant setting. We would like to utilize this asset with the addition of the pavilion as a centerpiece for our outdoor activities and to provide shelter. The pavilion will be used for outdoor 12-step recovery meetings, family and social activities for the recovery community include picnics, cornhole tournaments, etc. It would also be used for fundraising events such as our annual brat fry.

- What is the square footage of the building?

24 x 40 = 960 sq. feet

- When would construction begin?

July or August 2019

- Description of proposed building and all new site improvements (square footage of proposed building, slab, paving, landscaping, lighting, parking, ingress/egress access, dumpster enclosure, etc.).

Refer to drawings and pictures attached. No other site improvements are planned other than the construction of the pavilion itself.

- Architectural description and orientation of all proposed buildings - A written description of the proposed general design, arrangement, texture, material and color of the building or structure. An explanation of the proposed architectural style and materials and how it blends in with the existing Rightway Club facility and how it is compatible with the development in and around the area.

Refer to drawings and pictures attached

- **Provide a little explanation of the Rightway Club – purpose, what it does to help members in our community.**

The Rightway Club is a nonprofit organization whose main objective is to provide meeting rooms for 12-step recovery groups and to facilitate a social atmosphere that is safe, healthy and interactive in the aid of the recovery process which involves family, friends and community.

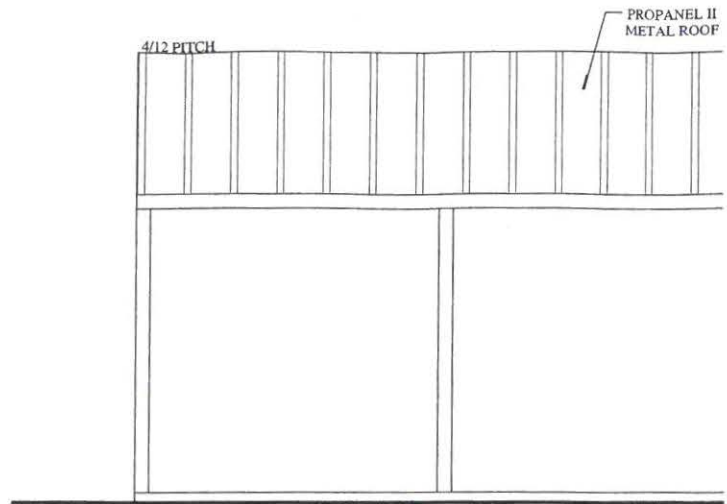
- **How will you insure that the proposal will not become a nuisance to adjoining property owners (i.e. outdoor storage of materials, vehicles, equipment, lighting, noise, smells, architectural style, etc.)?**

Limited outdoor lighting to pavilion. All equipment such as grill, extra chairs, tables, etc. are stored in the garage. Outdoor events are generally held within daytime to early evening hours. Architectural style to be conventional and attractive, within normal limits. The facility and grounds are well kept, and we feel that the pavilion will be an attractive addition to the property. The property itself is large and tree-lined so that it is secluded and there is a noise buffer from all adjoining property owners. We have held several other events in the history of the Right Way Club and there has never been any noise complaint (or other type of complaint). The use of alcohol and any non-prescription drugs is prohibited on Right Way property so we rarely, if ever, have any issues with individuals getting loud or out-of-control at our activities.

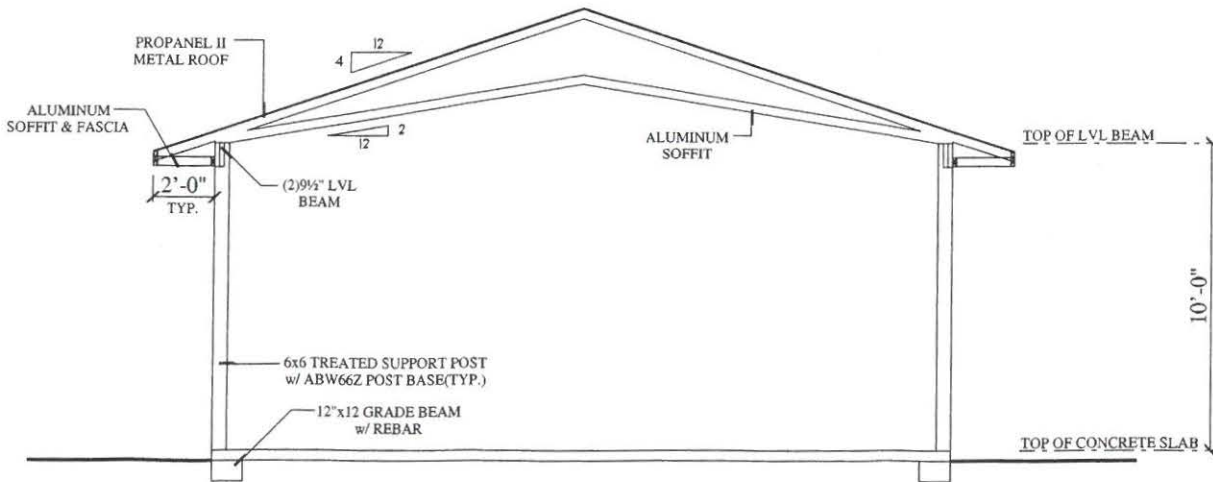
- **Any other information that will be useful for the Plan Commission to understand your development proposal.**

The Rightway Club is a needed asset in our community. With the increase in addiction and the near-crises level of opiate addiction in Sheboygan County, we provide a needed resource to aid in the recovery of addicted individuals. Alcoholics Anonymous is proven to be effective in the treatment of alcoholism and many courts and treatment programs require identified individuals to attend meetings. All of the services that we provide are at no cost to the individual in need of assistance. We strongly encourage responsibility to community and giving back in the form of service from our members. It is one of the tenets of recovery. The addition of the pavilion provides an outdoor space for activities focused around recovery from addiction and enhances our ability to service that sector of our community.

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

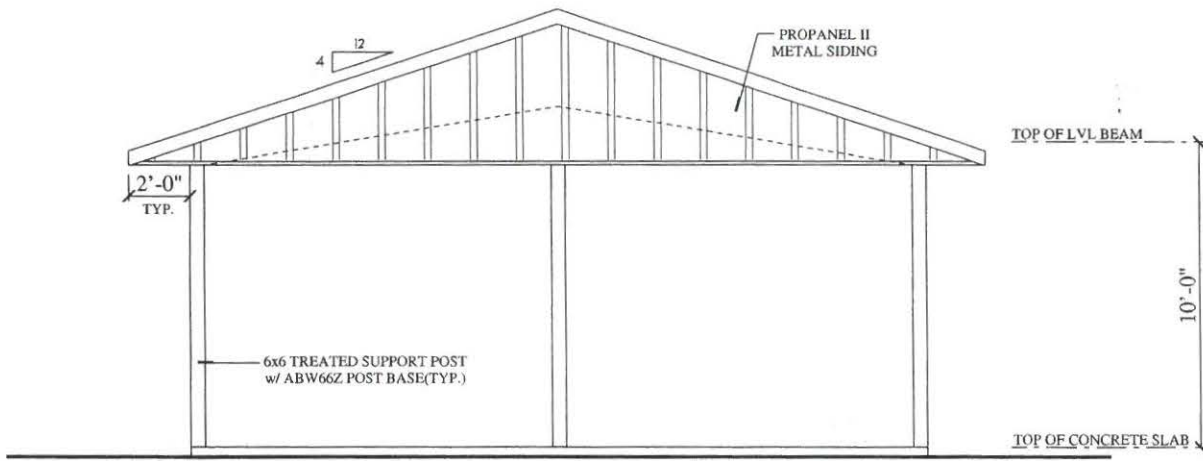


RIGHT I
SCALE: 1/4" = 1'-0"



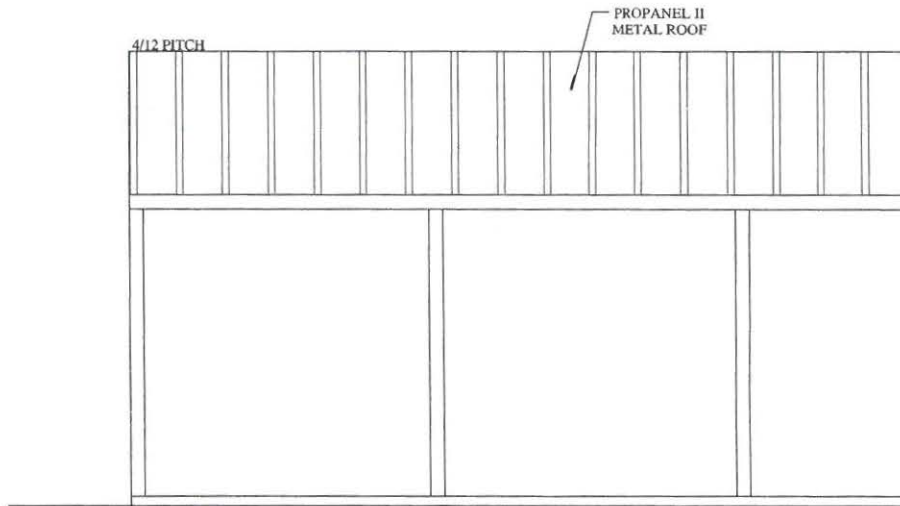
SECTION VIEW A

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



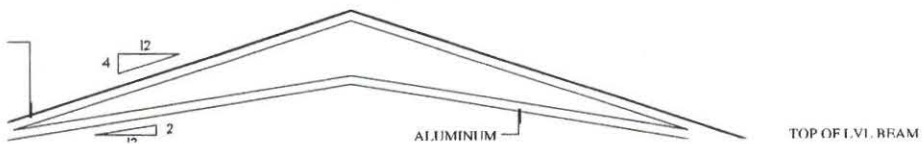
FRONT ELEVATION

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



RIGHT ELEVATION

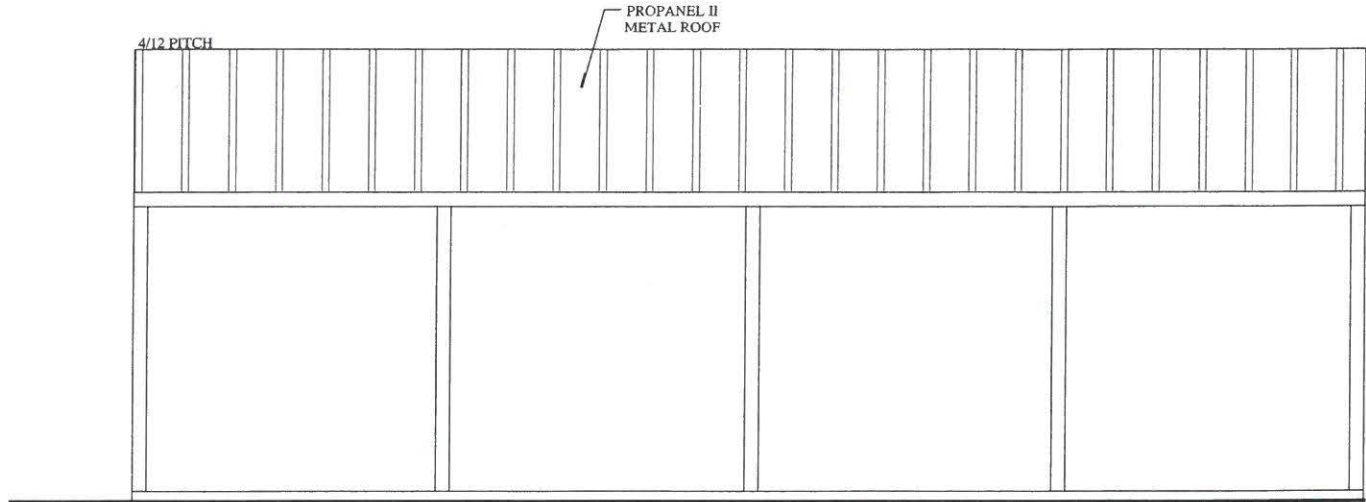
SCALE: 1/4" = 1'-0"





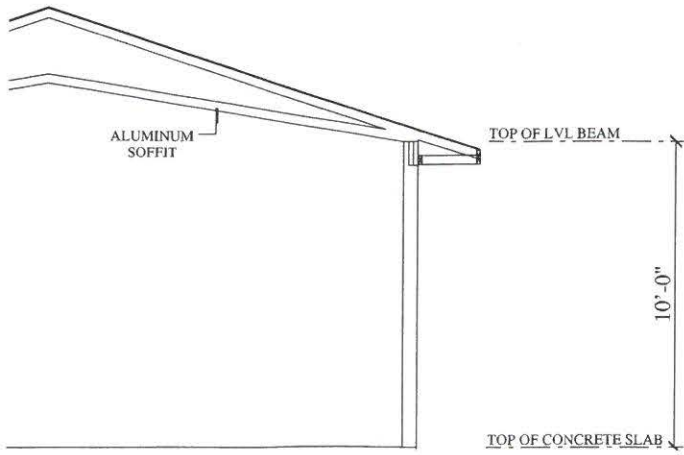
FRONT ELEVATION

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



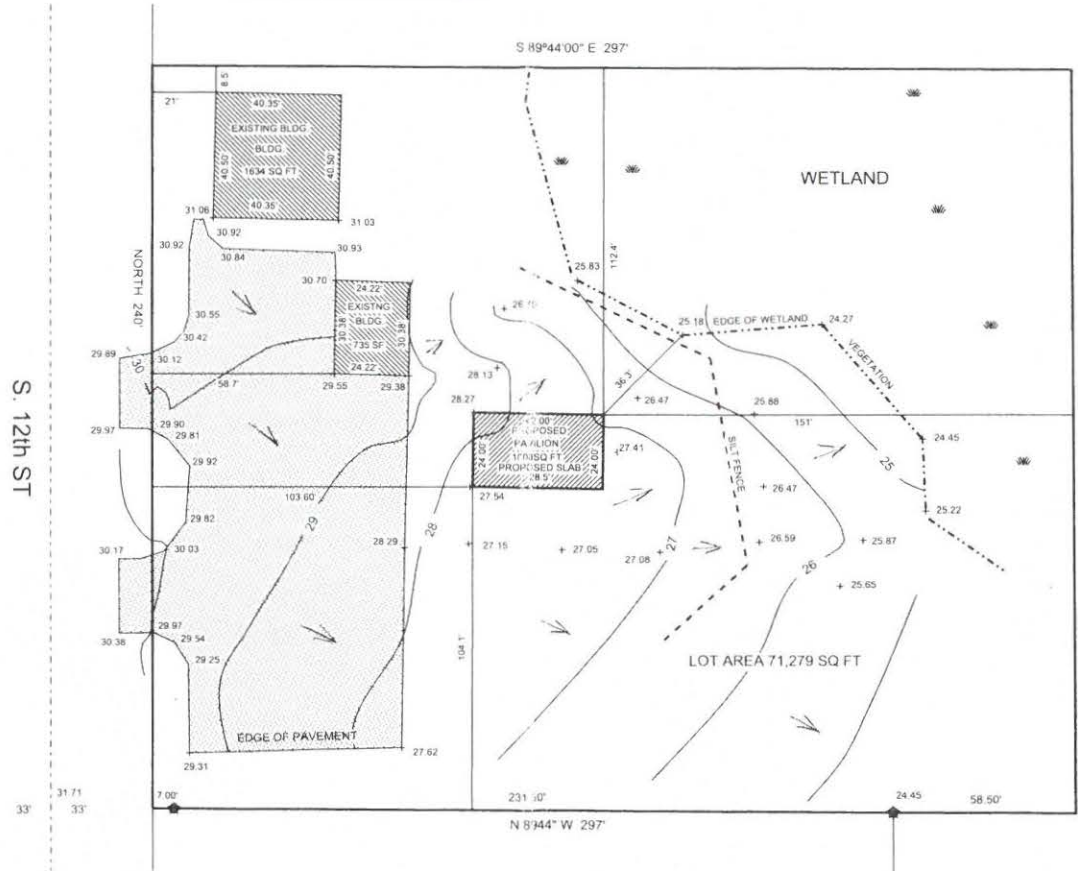
RIGHT ELEVATION

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



D & H LAND SURVEYS LLC
 1628 GEORGIA AVENUE
 SHEBOYGAN, WISCONSIN

4727 S. 12TH STREET
 PARCEL NO. 59281326001
 BEING PART OF THE NW 1/4 OF THE NW 1/4
 OF SECTION 11, T.13 N., R.23 E. CITY OF SHEBOYGAN
 SHEBOYGAN COUNTY, WISCONSIN.



THIS IS AN ORIGINAL PRINT ONLY
 IF SEAL IS IMPRINTED IN RED

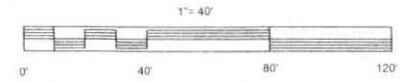
THIS IS TO CERTIFY THAT THE INFORMATION SHOWN HEREON
 IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Dennis J. Van Sluys
 Dennis J. Van Sluys S-1238

Dated this 12th day of June, 2019.

AS AGENT OR OWNER, I HEREBY WAIVE STAKING OF THIS PARCEL
 PER A-E 5.01 OF THE WISCONSIN ADMINISTRATIVE CODE.

AGENT OR OWNER DATE



- ★ = IRON PIPE FOUND
- + = EXISTING GRADE CITY DATUM



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