

*****ATTACHMENTS*****

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional Use and variance application by Sheboygan Evangelical Free Church to raze existing buildings and to construct a new off-site church parking lot at located at 1716 N. 16th Street (former Quasius Construction facilities). NR-6 Zone

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

REPORT DATE: March 22, 2019

MEETING DATE: March 26, 2019

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

BACKGROUND / ANALYSIS:

Sheboygan Evangelical Free Church is proposing to raze existing buildings and to construct a new off-site church parking lot at located at 1716 N. 16th Street (former Quasius Construction facilities). The applicant states the following about the project:

- Sheboygan Evangelical Free Church is an active and growing congregation. In the near future and as finances allow, the church plans on expanding their facility located at 1710 N. 15th Street. This expansion may be as soon as 2020 and will take up a portion of the existing on-site parking lot. To address this future parking need, the Church is proposing to construct a new off-site parking lot in 2019.
- The church is proposing to construct a new 80 space off-site parking lot to the west of the church - former Quasius Construction property located at 1716 N. 16th Street. The project includes construction of 28,630sf of new asphalt (parking, drive and walkways). The total site acreage is .88 acres.
- The first step will be to remove the remaining Quasius buildings from the property. Demolition is scheduled for April. That will be followed by removal of existing pavement and concrete floor slabs of the old buildings. Then grading and installation of the underground storm water management system will take place. Finally, construction of the parking lot and installation of landscaping will occur.

Improvements include:

- New asphalt parking lot.
- Removal of old curb cuts and installation of new curb cuts on N. 16th Street.
- Installation of new City sidewalk along Cambridge and N. 16th to standard City specifications (sidewalk, landscape boulevard, etc.).
- Installation of new underground storm water system.
- Installation of new landscaping.
- Paving of gravel alley located at the northwest corner of the site.

STAFF COMMENTS:

As part of the parking lot development, the applicant will also be removing existing driveways along the property and installing new driveways, new sidewalks, etc. in the public street right of ways along Cambridge and N. 16th Street. If there is any damage to the public right-of-way along Saemann Avenue (curb, gutter, sidewalk, etc.), then the applicant will replace that damaged infrastructure as well. All these public infrastructure improvements shall be constructed to standard City specifications.

The applicant is proposing to construct the new parking lot driveways to ingress/egress onto N. 16th Street in order to minimize any potential traffic issues. Staff believes such a proposal to ingress/egress onto N. 16th Street is better and safer than having parking lot traffic access Saemann and/or Cambridge.

There is a gravel alley that runs north/south at the northwest corner of the Church's property that accesses Saemann Ave. This gravel driveway is to be paved. There will be a fence that separates the church parking lot from the alley. This fence will prevent church members from utilizing the alley as an ingress/egress drive. Again, the only ingress/egress to the parking lot is from N. 16th Street. The Plan Commission may want to have the applicant describe the type of fence that is to be installed (materials, colors, etc.).

Applicant will be meeting the paving setbacks and therefore will be adding additional greenspace along the streets which will also be used to add landscape screening to minimize the parking lots impacts on the adjoining neighbors.

The fencing and retaining wall along the residential property to the west (1620 Cambridge Avenue) shall remain.

The applicant is requesting the following variances:

- Requesting a landscape ratio of 24% - Minimum landscape requirement is 55%.

The existing landscape ratio (LAR) of the subject property is just 3% due to extensive coverage by the existing old buildings and pavements. The church's plans to redevelop the former Quasius Construction property into off street parking will increase the LAR to 24%. The proposed parking lot landscape plan will meet the City's requirements and will

provide aesthetic screening to neighboring properties and streets. Thus, the parking lot proposal will provide much more greenspace than what presently exists on the site.

- Requesting a variance to exceed the .5 footcandles at the east property line – Maximum permitted .5 footcandles at the property line.

In regard to lighting it is desirable to provide at least 2 footcandles of illumination on the “carriage walk” from the street curb to the new parking lot. Applicant believes this will be important along N. 16th Street because this may be used as mid-block crossing for various church members (young, old, families, etc.). Applicant wants to provide as much light as possible in this area (driveways and sidewalk from parking lot) to minimize public safety conflicts (reduce pedestrian and vehicular conflicts as much as possible). This light will be focused towards N. 16th Street and the church to the east. Applicant would like to have enough lighting to make sure the public is safe when using these access points.

ACTION REQUESTED:

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

1. Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, razing, water, sewer, storm drainage, etc.
2. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
3. Submittal and approval of a proposed landscape plan prior to building permit issuance.
4. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
5. Outdoor storage of materials or equipment shall be prohibited.
6. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets (except for area approved for the variance).
7. 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. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
8. 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 and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
9. All areas used for parking/maneuvering of vehicles shall be paved.
10. All areas that are not required to be paved shall be grass and/or approved landscaping.
11. Applicant shall meet the minimum required paving setback of 10 feet for all new areas to be paved (besides alley at the northwest corner of the property).
12. 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.

13. 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, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.).
14. Applicant will provide adequate public access along public streets/alley and will take all appropriate actions to minimize the time period that these streets/alley will be closed/affected.
15. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
16. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
17. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
18. Absolutely no portion of the site improvements shall cross property lines (parking, fencing, signs, landscaping, retaining wall, etc.).
19. If there are any amendments to the approved conditional use permit and/or 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. 59281606700
MAP NO. _____
ZONING CLASSIFICATION: NR-6

Office Use Only

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 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: Sheboygan Evangelical Free Church (Representative: Darrell Menzer)
ADDRESS: 1710 N. 15th St. E-MAIL: darrellm400@gmail.com
PHONE: (920)-889-4264 FAX NO. N/A

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: West Parking Lot (off street but "Offsite" parking) 83 stall parking lot/former Quasius Construction buildings and parking lot

ADDRESS OF PROPERTY AFFECTED: 1716 N. 16th St.

LEGAL DESCRIPTION: All of block 3 of Coles's Subdivision No .2 including vacated alley being part of lots "d" & "a" being the E1/2 of the SW1/4 of the SE1/4 Sec.15, T15N, R23E City of Sheboygan, Sheboygan County, Wisconsin; containing 38,615 s.f. (0.886 ac.) of land.

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: The existing lot is used as overflow parking for church services and events. The existing old buildings have been used as storage. However, they will soon be removed to make way for more parking.

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: Improvements are proposed to provide 83 spaces of off street parking for church services and events.

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: The required Landscape Area Ratio (LAR) for the NR-6 zoning is 55%. The existing site has an LAR of only 3%. Removal of the old buildings in combination with the proposed parking improvements will increase the LAR to 24%. Maximum **illumination** allowed by ordinance **at edge of property** is 0.5 footcandles. The pedestrian walk between the parking lot to the street is planned to provide 2.0 to 3.7 footcandles for safety.

SITE NARRATIVE – CONDITIONAL USE APPLICATION

3/19/19

PROJECT NAME AND ADDRESS:

Sheboygan Evangelical Free Church: West Parking Lot
1716 N. 16th St.
Sheboygan, WI 53081

PARCEL INFORMATION/SITE DATA/LEGAL DESCRIPTION:

- Tax Parcel # 59281606700
- Defined as all of block 3 of Cloes's Subdivision No. 2 including vacated alley being parts of lots "d" & "a" being the E1/2 of the DW1/4 of the SE1/4 Sec. 15 T15N, R23E City of Sheboygan.

ZONING CLASSIFICATION/ZONING REQUIREMENTS:

(NR-6 Neighborhood Residential)

Minimum Landscape Surface Ratio (LSR): 0.55*

Minimum Paved Surface Setback: 5 feet from side or rear; 10 feet from street

- *Bold text defines variance to be requested, see Variance Description.

EXISTING SITE CONDITIONS/LAND USE:

Formerly the office building, garage storage, and parking lot for Quasius Construction. The site is currently used as overflow parking for church services and events. The existing old buildings have been used as storage. However, they will soon be removed to make way for more parking. There is a gravel alleyway on the northwest corner of the property connecting the "main-alley" to Saemann Ave.

PROPOSED LAND USE/LOT COVERATE SITE DATA

- The proposed development consists of a 83 parking stall parking lot with two drive accesses to N. 16th St. and a pedestrian walkway to the west side sidewalk of N. 16th St. and Cambridge Ave. **The proposed parking lot meets the definition of Off-Site Parking, which is an identified Conditional Use under City Zoning Ordinance.** The existing gravel alleyway will be widened, straightened, regraded and paved.
- The proposed development will meet post construction stormwater standards for redevelopment through underground stormwater detention at the southern portion of the site. The underground stormwater detention will then discharge to an existing city storm inlet located at the northwest corner of N. 16th St. and Cambridge.
- The existing sidewalk south and east of the parcel will be removed and replaced as shown on the plans. The existing asphalt angle parking east of the existing Quasius building will be removed and replaced with green space.

Proposed pavement (parking/drives/walkways) area	(28,630 s.f./74. % of total lot)
Proposed green space area	(9,990 s.f./26% of total lot)

SITE SELECTION

Sheboygan Evangelical Free Church plans on expanding their building located at 1710 N. 15th St. in the near future as finances allow. The planned building expansion will take up a small portion of the existing on-site parking. Because the site is immediately adjacent, the church purchased the Quasius site to help accommodate the parking demand.

LANDSCAPE REQUIREMENTS

Landscape plan to comply with the requirement of Section 15.6 and the subsequent point values defined for all four landscape point criteria (Building Foundation, Developed Lot, Lot Frontage and Pavement).

SITE LIGHTING:

Site lighting will consist of three light poles; one in each of the landscape islands and **one next to the pedestrian walkway.***

*Maximum illumination at property line, see Variance Description

VARIANCE REQUEST/VARIANCE DESCRIPTION:

(2) Total Variances to be requested:

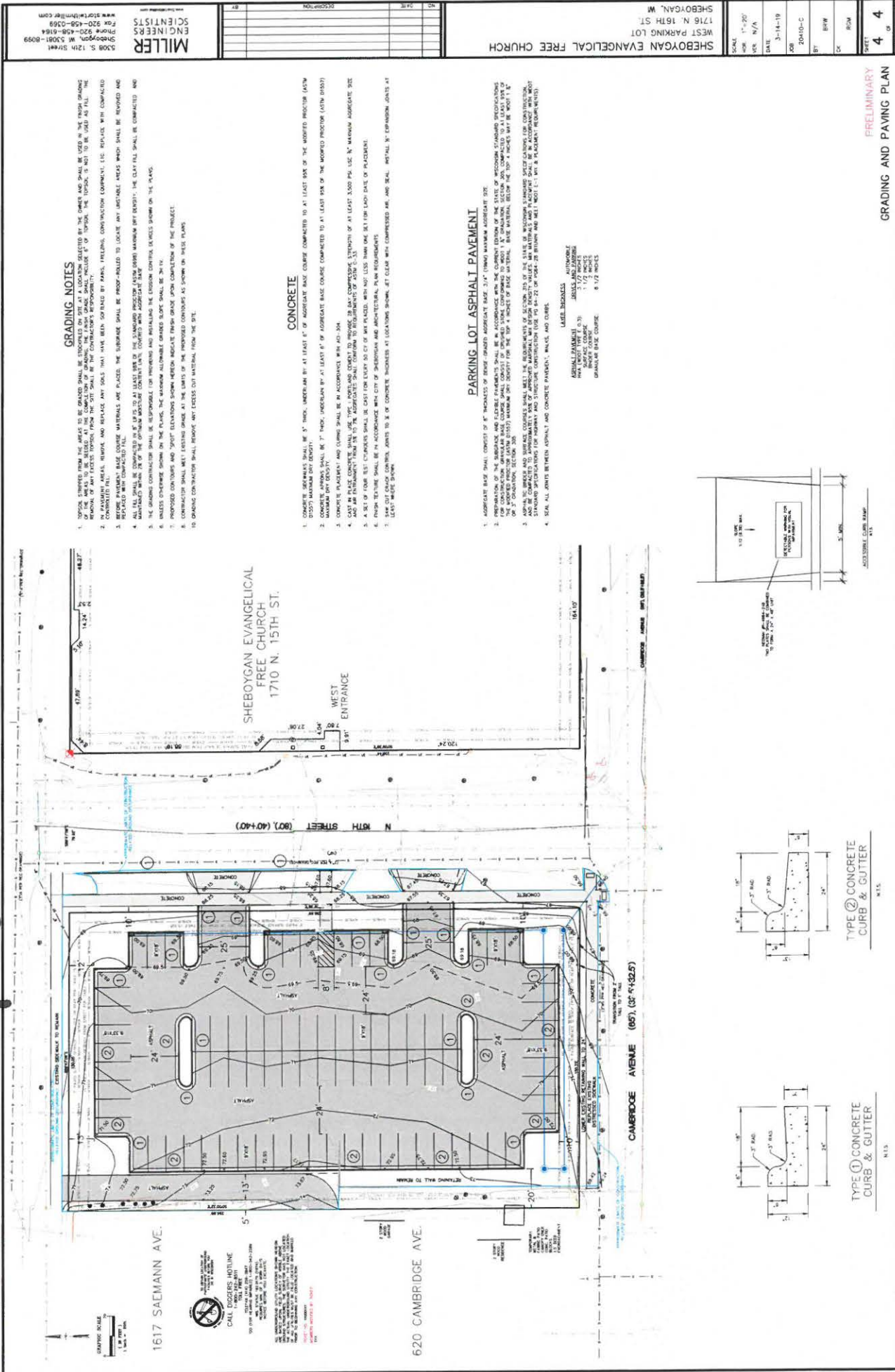
1. Minimum LSR: 0.55
 2. Maximum Illumination at Property Line
1. Minimum LSR

To achieve the parking the church requires this amount of green space is not possible. However, the existing site's LSR is only 0.03 due to the extensive coverage by the existing old buildings and pavements. The church's plan for redeveloping the former Quasius Construction property to off street parking for the church will increase the LAR to 0.26, and that plan includes landscaping improvements that meet City requirements.

2. Maximum Illumination at Property Line

It is desirable to provide at least 2 footcandles of illumination on the pedestrian walkway from the street curb to the new parking lot for pedestrian safety. This will exceed the 0.5 footcandle maximum allowable at property lines. This will not become a nuisance because there are no neighboring residential property owners.

Proposed



GRADING NOTES

1. VERIFY EXISTING GRADES AND UTILITIES BEFORE BEGINNING GRADING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND UTILITIES INFORMATION FROM THE CITY OF SHEBOYGAN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND UTILITIES INFORMATION FROM THE CITY OF SHEBOYGAN.
2. ALL GRADING SHALL BE ACCORDANCE WITH THE CITY OF SHEBOYGAN SPECIFICATIONS FOR GRADING AND PAVING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND UTILITIES INFORMATION FROM THE CITY OF SHEBOYGAN.
3. BEFORE PLACING ANY BASE COURSE MATERIALS, THE SUBGRADE SHALL BE PROPERLY PREPARED TO RECEIVE THE BASE COURSE MATERIALS. THE SUBGRADE SHALL BE PROPERLY PREPARED TO RECEIVE THE BASE COURSE MATERIALS.
4. ALL GRADING SHALL BE ACCORDANCE WITH THE CITY OF SHEBOYGAN SPECIFICATIONS FOR GRADING AND PAVING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND UTILITIES INFORMATION FROM THE CITY OF SHEBOYGAN.
5. THE GRADING CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND INSTALLING THE EXISTING CONTROL SURVEYS SHOWN ON THE PLANS.
6. UNLESS OTHERWISE SHOWN ON THE PLANS, THE MAXIMUM ALLOWABLE GRADED SLOPE SHALL BE 3%.
7. PROPOSED CONTIGUOUS AND 90°/45° ELEVATION SHOW HEREON INDICATE FINISH GRADE UPON COMPLETION OF THE PROJECT.
8. CONTRACTOR SHALL VERIFY EXISTING GRADE AT THE LIMITS OF THE PROPOSED CONTIGUOUS AS SHOWN ON THESE PLANS.
9. GRADING CONTRACTOR SHALL REMOVE ANY EXCESS CUT MATERIAL FROM THE SITE.

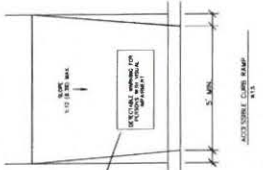
CONCRETE

1. CONCRETE SHALL BE 4" THICK, UNDERLAY BY AT LEAST 1" OF AGGREGATE BASE COURSE COMPACTED TO AT LEAST SIX (6) TIMES THE MOISTURE PROCTOR (ASTM D1557) MAXIMUM DRY DENSITY.
2. CONCRETE SHALL BE 7" THICK, UNDERLAY BY AT LEAST 1" OF AGGREGATE BASE COURSE COMPACTED TO AT LEAST SIX (6) TIMES THE MOISTURE PROCTOR (ASTM D1557) MAXIMUM DRY DENSITY.
3. CONCRETE SHALL BE 4" THICK, UNDERLAY BY AT LEAST 1" OF AGGREGATE BASE COURSE COMPACTED TO AT LEAST SIX (6) TIMES THE MOISTURE PROCTOR (ASTM D1557) MAXIMUM DRY DENSITY.
4. ALL CONCRETE SHALL BE CAST FOR EXACT SIZE OF ANY PLACED, WITH NOT LESS THAN ONE SIXTY (1/60) INCH TOLERANCE.
5. A SET OF FORMS SHALL BE CAST FOR EXACT SIZE OF ANY PLACED, WITH NOT LESS THAN ONE SIXTY (1/60) INCH TOLERANCE.
6. FINISH TEXTURE SHALL BE IN ACCORDANCE WITH CITY OF SHEBOYGAN ARCHITECTURAL PLAN REQUIREMENTS.
7. SAW CUT JOINTS SHALL BE IN ACCORDANCE WITH CITY OF SHEBOYGAN ARCHITECTURAL PLAN REQUIREMENTS.
8. ALL JOINTS SHALL BE PROPERLY SEaled WITH AN APPROPRIATE JOINT SEALER.

PARKING LOT ASPHALT PAVEMENT

1. ASPHALT SHALL BE 4" THICK, UNDERLAY BY AT LEAST 1" OF AGGREGATE BASE COURSE COMPACTED TO AT LEAST SIX (6) TIMES THE MOISTURE PROCTOR (ASTM D1557) MAXIMUM DRY DENSITY.
2. PREPARATION OF SUBGRADE AND EXISTING PAVEMENT SHALL BE IN ACCORDANCE WITH THE CITY OF SHEBOYGAN SPECIFICATIONS FOR GRADING AND PAVING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND UTILITIES INFORMATION FROM THE CITY OF SHEBOYGAN.
3. ASPHALT SHALL BE CAST FOR EXACT SIZE OF ANY PLACED, WITH NOT LESS THAN ONE SIXTY (1/60) INCH TOLERANCE.
4. FINISH TEXTURE SHALL BE IN ACCORDANCE WITH CITY OF SHEBOYGAN ARCHITECTURAL PLAN REQUIREMENTS.
5. ALL JOINTS SHALL BE PROPERLY SEaled WITH AN APPROPRIATE JOINT SEALER.

LEVEL THICKNESS
 1 1/2 INCHES
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 4 INCHES
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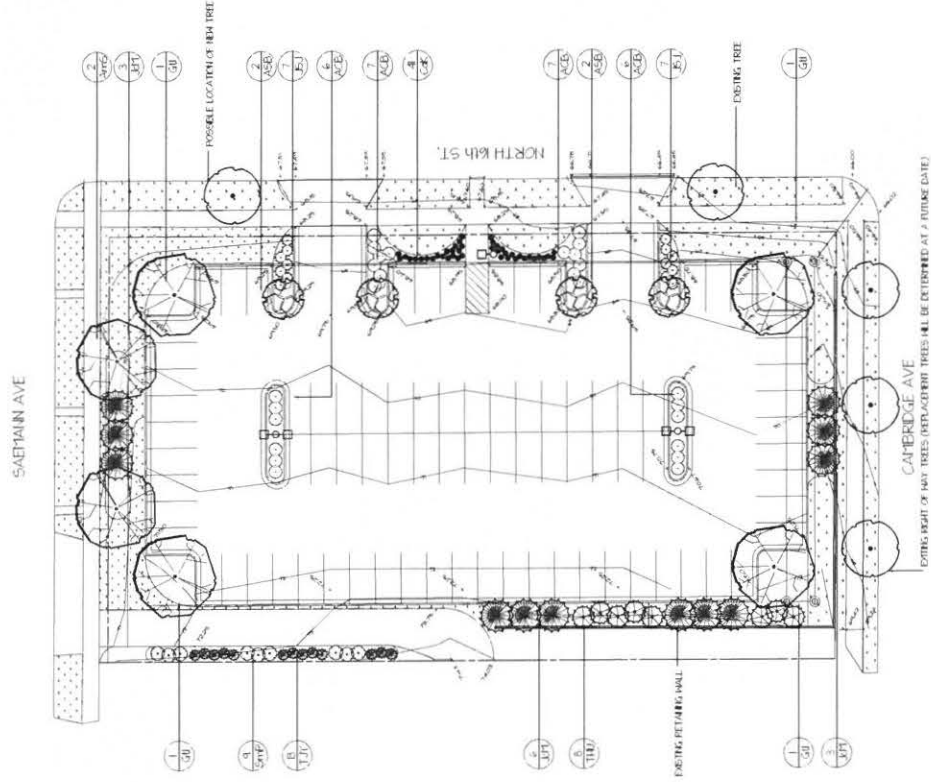
TYPE 2 CONCRETE CURB & GUTTER

TYPE 1 CONCRETE CURB & GUTTER

EVANGELICAL FREE CHURCH
WEST PARKING LOT LANDSCAPE PLAN
1710 N. 15th St,
Sheboygan, WI
53081



DATE: 11/20/20	PROJECT: RTZ	SCALE: AS SHOWN
DRAWN BY: [blank]	CHECKED BY: [blank]	DATE: 11/20/20
DATE: 11/20/20	PROJECT: RTZ	SCALE: AS SHOWN



LANDSCAPING FRONT REQUIREMENT CALCULATIONS

PAVED AREA LANDSCAPE REQUIREMENTS (SF - 20MG)
 - 1000 SQUARE FEET OF 20 PARKING STALLS PROVIDES 80 POINTS
 - TOTAL PAVED AREA - 28,360 SQ. FEET - 280 POINTS REQUIRED
 - TOTAL AMOUNT OF PARKING SPACES - 12,135 SPACES REQUIRED

STREET FRONTAGE CALCULATIONS

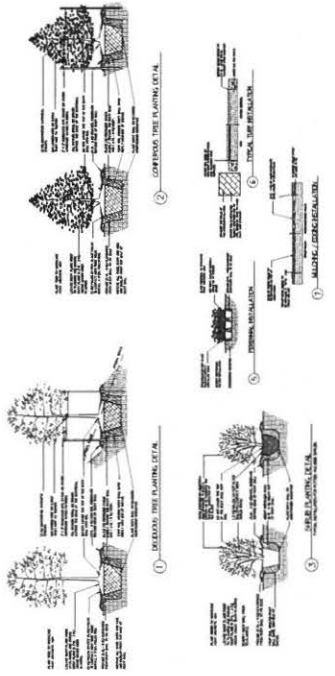
FRONT CLASSIFICATION	FEET CALC	POINT VALUE	AMOUNT	POINTS PER	TOTAL
STATE STREET FRONTS	100	40	2	30	60
POWELL STREET	100	40	4	10	40
TOTAL					100

PAVED AREA CALCULATIONS

FRONT CLASSIFICATION	FEET CALC	POINT VALUE	AMOUNT	POINTS PER	TOTAL
STATE STREET FRONTS	100	40	2	30	60
POWELL STREET	100	40	4	10	40
TOTAL					100

PAVED AREA CALCULATIONS

FRONT CLASSIFICATION	FEET CALC	POINT VALUE	AMOUNT	POINTS PER	TOTAL
STATE STREET FRONTS	100	40	2	30	60
POWELL STREET	100	40	4	10	40
TOTAL					100



- GENERAL LANDSCAPE NOTES**
1. ALL TREES SHALL BE PLANTED WITH PROPER SOIL MIXTURE AND MULCHING.
 2. ALL TREES SHALL BE PLANTED WITH PROPER SPACING AND MAINTENANCE.
 3. ALL TREES SHALL BE PLANTED WITH PROPER SPACING AND MAINTENANCE.
 4. ALL TREES SHALL BE PLANTED WITH PROPER SPACING AND MAINTENANCE.
 5. ALL PLANTING SHALL BEET THE UNDERSTANDING ASSOCIATED WITH THE CITY OF SHEBOYGAN.

PLANT SCHEDULE

PLANT	QUANTITY	PLANT	QUANTITY
1 - DECAIDUE TREE PLANTING DETAIL	1	1 - DECAIDUE TREE PLANTING DETAIL	1
2 - CONIFER TREE PLANTING DETAIL	2	2 - CONIFER TREE PLANTING DETAIL	2
3 - PLANTING DETAIL	3	3 - PLANTING DETAIL	3





