

**\*\*\*ATTACHMENTS\*\*\***

**CITY OF SHEBOYGAN**

**REQUEST FOR PLANNING COMMISSION CONSIDERATION**

---

**ITEM DESCRIPTION:** Conditional Use application by Sheboygan Area School District to occupy/operate Tower and Forward Special Education Programs from 832 Niagara Avenue (former Maritime Insurance Building). CC Zone

---

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

---

**REPORT DATE:** October 5, 2018

**MEETING DATE:** October 9, 2018

---

**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:**

The Sheboygan Area School District is proposing to occupy/operate Tower and Forward Special Education Programs from 832 Niagara Avenue (former Maritime Insurance Building). The applicant states:

- The Sheboygan Area School District is applying for a conditional use permit for the purpose of moving the Tower and Forward special education programs to the existing Maritime Insurance building located at 832 Niagara Avenue.
- Tower and Forward are district wide self-contained special education programs for students with emotional behavioral disabilities. Tower/Forward is a self-contained program that for the past eight years has been located in the former St. Clement School building at 721 North 6<sup>th</sup> Street. The space is currently leased by the district from St. Clements. The building has some significant capital maintenance needs and because the Parrish no longer has a need for the building, they do not intend to invest capital money on the building. This has necessitated the need for the District to find a new home for the program.
- While registered as students in their neighborhood school attendance area (North High School or South High School and Farnsworth, Horace Mann, or Urban), students are placed in the Tower/Forward program through the IEP process. While in the home school, students receive services/interventions/behavioral plans from a cross-categorical program prior to being placed in the Tower/Forward program. In addition, students typically recommended for this support have significant

interventions outside the school setting, i.e. OHS social worker, court ordered attendance, outside of home placement, Lincoln Hills, Rawhide, and/ or incarceration.

- Tower/Forward are unique to the county and majority of the State due to the collaboration with outside agencies. The Department of Health and Human Services has been a contributing part of the program since the 1980s. Currently, there are 3 on-site OHS social workers. Each social worker is assigned a student or family. Social workers and Tower staff work collaboratively to create an environment sensitive to extensive trauma, poverty, abuse, mental health, and criminal thinking. At times students do transition to Parole Officers. We have established a relationship with the agency, meeting once a month with a liaison from that department.
- In addition to OHS, Tower also incorporates other community resources through each month. Job Service has ongoing weekly visits with students. Safe Harbor has developed tools to identify positive relationships. Mental Health America has provided small group work on Mindfulness. Students receive hands-on experience when working with Meals on Wheels in both programs.
- The goal of the Tower/Forward program is to provide a structured, safe, learning environment for students that exhibit ongoing emotional, social, and behavioral needs. Reintegration into their neighborhood high school/middle school is an ongoing process and is only introduced when the student meets the individual goals outlined in their IEP.
- One of the goals in relocating the program is to maintain a central location within the city. Close proximity to the Department of Health and Human Services and to the Districts central administration building are important for support of the program.
- The Tower program serves grades 9-12 and is currently staffed with 3 special education teachers, 3 educational assistants, 2 security assistants, one secretary, .50 administrator, .50 school counselor, a part time technology teacher, 1 **FTE** art teacher, .20 school resource officer. In addition, each student has an assigned DHHS social worker. Currently, three DHHS social workers have offices at Tower.
- The Forward program serves grades 6-8 and is currently staffed with 1 special education teacher and two education assistants. The Forward Program is also supported by the Tower Staff.
- During District scheduled school days, the building will be in use Monday-Friday 7:30AM- 4:30PM. Potentially on Saturday from 7:30AM-4:30PM for staff use. Entrance to the building would be through the west doors adjacent to the west parking lot.
- School is in session 8:30AM-3:00PM, Monday through Friday. However, students may be dropped off up to 30 minutes before the start of the school day and 30 minutes after the end of the school day.

- A yellow school bus drops student off for morning arrival only. There is no after school bus transportation. Vans are used to transport student's home at the end of the school day.
- There are currently 3 vans used to transport students at arrival, dismissal, and for educational field trips. The vehicles will be parked on the parking lot during the school day, when not in use and overnight.
- Current enrollment is approximately 30 students.
- A maximum of 25 staff members could be parked in the lot during the day. This includes up to 5 traveling staff members that could occupy the lot periodically.
- Students will be outside during the day for educational and recreational purposes, including but not limited to: lunch/recess, outdoor learning experiences, etc. Students are at all times under direct adult supervision by district staff. It should be noted that there have not been any problems or incidents with students in the current neighborhood surrounding St. Clements and the John Michael Kohler Art Center.

**STAFF COMMENTS:**

None.

**ACTION REQUESTED:**

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

- 1) Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, 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. 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 obtain the necessary sign permits prior to installation. 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.

- 7) If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy.
- 8) If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.
- 9) 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.

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

PARCEL NO. 106200  
MAP NO. \_\_\_\_\_  
ZONING CLASSIFICATION: CC

Office Use Only  
APPLICATION/FILE NO. \_\_\_\_\_  
REVIEW DATE: 10/19/18

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

**CITY OF SHEBOYGAN**  
**APPLICATION FOR**  
**CONDITIONAL USE PERMIT**  
Requirements Per Section 15.905  
Revised May 2012

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 \$150 (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 Area School District  
ADDRESS: 830 Virginia Ave, Sheboygan E-MAIL: mboehlke@sasdn.et  
PHONE: ( 920 ) 459-3955 FAX NO. ( 920 ) 459-4300

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

NAME OF PROPOSED/EXISTING BUSINESS: SASD Tower and Forward Program/Proposed Maritime Insurance (Existing)  
ADDRESS OF PROPERTY AFFECTED: 832 Niagara Avenue  
LEGAL DESCRIPTION: Tax Parcel Nos. 59281106170 and 59281106200

BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: \_\_\_\_\_  
Insurance Agency

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

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: None requested

The Sheboygan Area School District is applying for a conditional use permit for the purpose of moving the Tower and Forward special education programs to the existing Maritime Insurance building located at 832 Niagara Avenue.

Tower and Forward are district wide self-contained special education programs for students with emotional behavioral disabilities. Tower/Forward is a self-contained program that for the past eight years has been located in the former St. Clement School building at 721 North 6<sup>th</sup> Street. The space is currently leased by the district from St. Clements. The building has some significant capital maintenance needs and because the Parrish no longer has a need for the building, they do not intend to invest capital money on the building. This has necessitated the need for the District to find a new home for the program.

### **Information on the Program**

While registered as students in their neighborhood school attendance area (North High School or South High School and Farnsworth, Horace Mann, or Urban), students are placed in the Tower/Forward program through the IEP process. While in the home school, students receive services/interventions/behavioral plans from a cross-categorical program prior to being placed in the Tower/Forward program. In addition, students typically recommended for this support have significant interventions outside the school setting, i.e. DHS social worker, court ordered attendance, outside of home placement, Lincoln Hills, Rawhide, and/ or incarceration.

Tower/Forward are unique to the county and majority of the State due to the collaboration with outside agencies. The Department of Health and Human Services has been a contributing part of the program since the 1980s. Currently, there are 3 on-site DHS social workers. Each social worker is assigned a student or family. Social workers and Tower staff work collaboratively to create an environment sensitive to extensive trauma, poverty, abuse, mental health, and criminal thinking. At times students do transition to Parole Officers. We have established a relationship with the agency, meeting once a month with a liaison from that department.

In addition to DHS, Tower also incorporates other community resources through each month. Job Service has ongoing weekly visits with students. Safe Harbor has developed tools to identify positive relationships. Mental Health America has provided small group work on Mindfulness. Students receive hands-on experience when working with Meals on Wheels in both programs.

The goal of the Tower/Forward program is to provide a structured, safe, learning environment for students that exhibit ongoing emotional, social, and behavioral needs. Reintegration into their neighborhood high school/middle school is an ongoing process and is only introduced when the student meets the individual goals outlined in their IEP.

One of the goals in relocating the program is to maintain a central location within the city. Close proximity to the Department of Health and Human Services and to the Districts central administration building are important for support of the program.

### **Program Staffing -**

The Tower program serves grades 9-12 and is currently staffed with 3 special education teachers, 3 educational assistants, 2 security assistants, one secretary, .50 administrator, .50 school counselor, a part time technology teacher, 1 FTE art teacher, .20 school resource officer. In addition, each student has an assigned DHHS social worker. Currently, three DHHS social workers have offices at Tower.

The Forward program serves grades 6-8 and is currently staffed with 1 special education teacher and two education assistants. The Forward Program is also supported by the Tower Staff.

### **Building Usage Times**

During District scheduled school days, the building will be in use Monday-Friday 7:30AM-4:30PM. Potentially on Saturday from 7:30AM-4:30PM for staff use. Entrance to the building would be through the west doors adjacent to the west parking lot.

### **Student Drop Off and Pick Up**

School is in session 8:30AM-3:00PM, Monday through Friday. However, students may be dropped off up to 30 minutes before the start of the school day and 30 minutes after the end of the school day.

### **Student Transportation**

There are currently 3 vans used to transport students at arrival, dismissal, and for educational field trips. The vehicles will be parked on the parking lot during the school day, when not in use and overnight.

A yellow school bus drops student off for morning arrival only. There is no after school bus transportation. Vans are used to transport students home at the end of the school day.

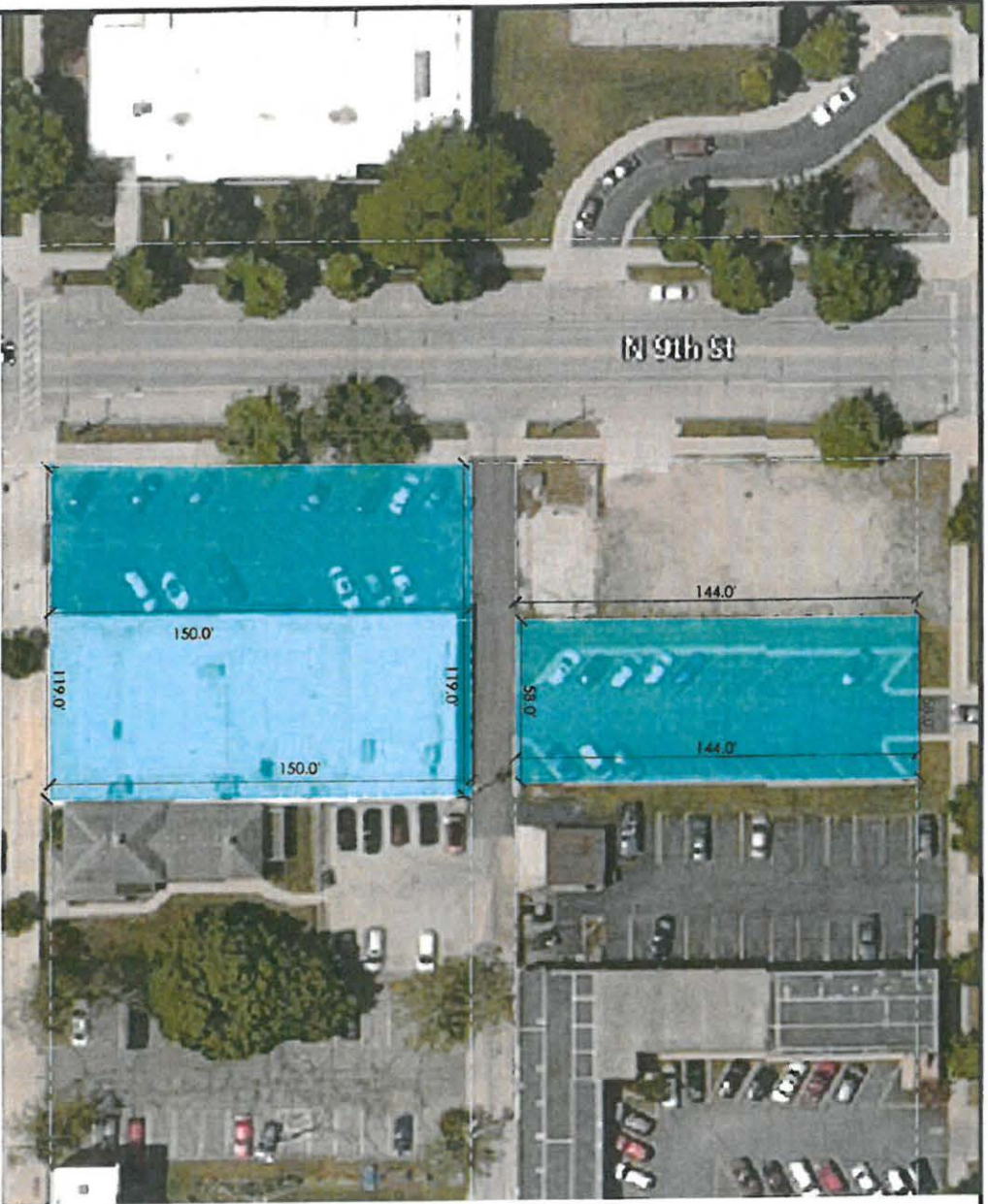
### **Student and Staff Numbers**

Current enrollment is approximately 30 students.

A maximum of 25 staff members could be parked in the lot during the day. This includes up to 5 traveling staff members that could occupy the lot periodically.

### **Students Outside of the Building**

Students will be outside during the day for educational and recreational purposes, including but not limited to: lunch/recess, outdoor learning experiences, etc. Students are at all times under direct adult supervision by district staff. It should be noted that there have not been any problems or incidents with students in the current neighborhood surrounding St. Clements and the John Michael Kohler Art Center.



LEGEND	
	Site Footprint

September 19, 2018  
 Site Plan for:  
**SASD-Former Maritime Insurance Building**  
 832 Niagara Ave.

Sheboygan, WI



ABACUS ARCHITECTS, INC. retains all rights of copyright in and to these plans, drawings, renderings, photographs, illustrations, computer-generated information, and/or any other information, and shall retain all rights of ownership, including the right to reproduce, distribute, and otherwise use the information without the permission of ABACUS ARCHITECTS, INC. © ABACUS ARCHITECTS, INC. 2018



Main entrance on west side of building. View is from N 9th Street.



Parking to the west of the main building entrance.



View of north side of building.

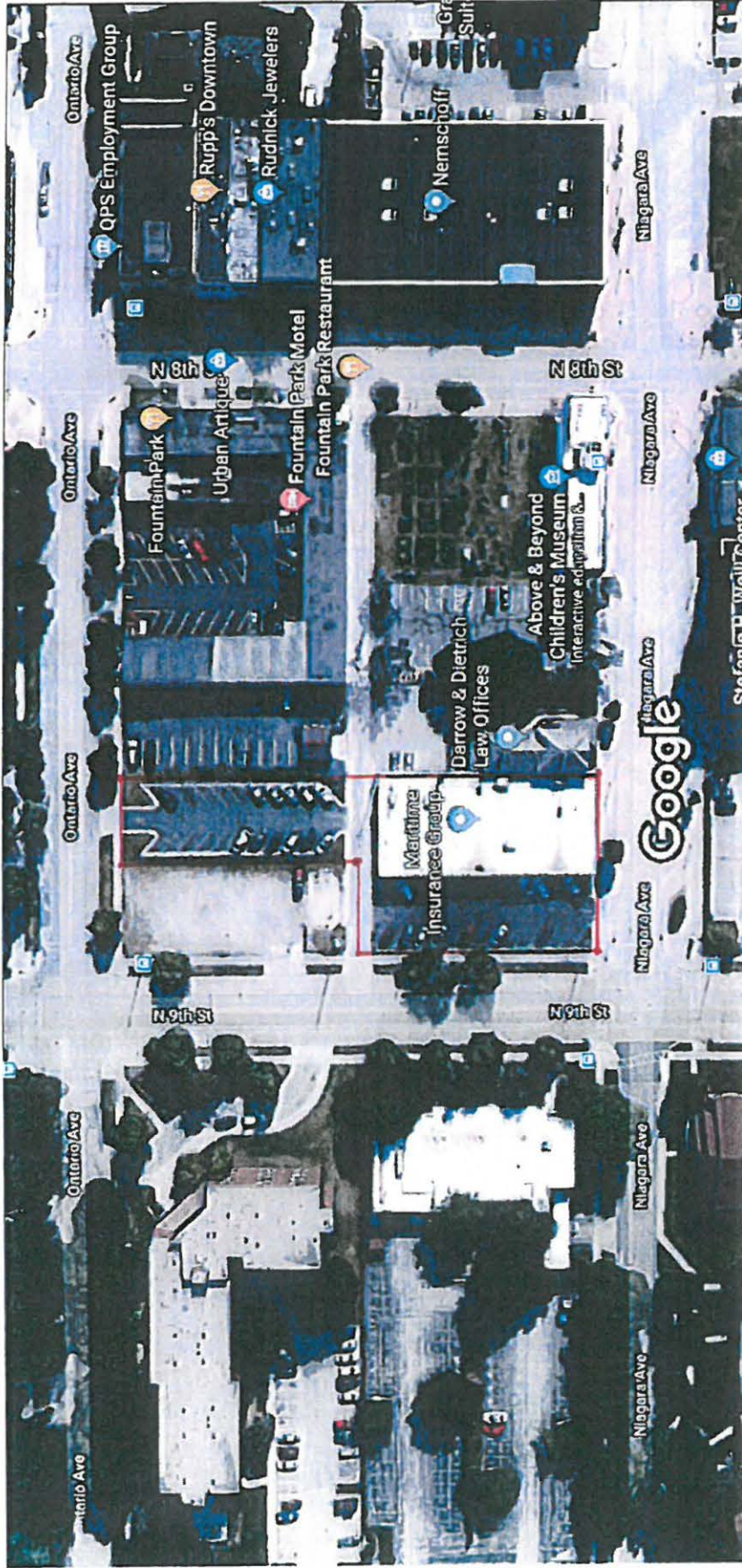


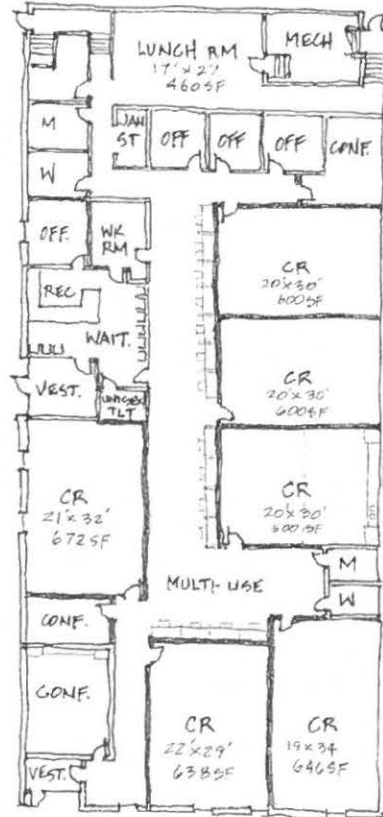
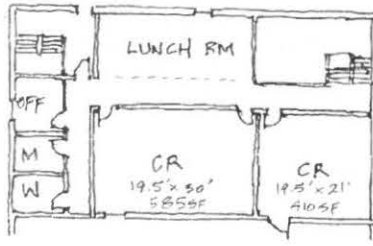
View of northside parking lot.



View of south side entrance off of Niagara Avenue (entrance will not be used).







FLOOR PLAN  
 SCALE 1/16" = 1'-0"



6/24/2010

PROPOSAL FOR: TOWER SCHOOL SASD R

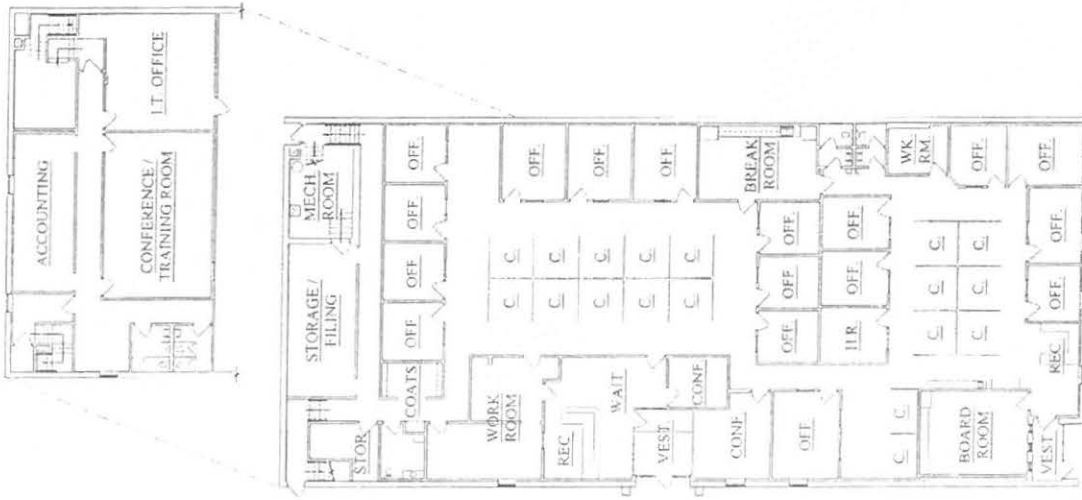
AUGUST 8, 2011

MARITIME  
 FINANCIAL REMODEL

SHEBOYGAN, WISCONSIN

This set of Architectural, Inc. hereby disclaims any copyright in and to these plans, drawings and documents. No reproduction, copying, alteration, modification, use, or distribution of any part of these plans, drawings or documents is permitted without the prior written permission of Architectural, Inc.

PROJ NO. 2011-35



N  
 S  
 W  
 E  
**EXISTING FLOOR PLAN**  
 SCALE: 1/16" = 1'-0"

AUGUST 8, 2011  
**MARITIME FINANCIAL REMODEL**  
 SHEBOYGAN, WISCONSIN

All dimensions are in feet and inches unless otherwise noted.  
 All dimensions are based on the centerline of the walls unless otherwise noted.  
 All dimensions are based on the centerline of the walls unless otherwise noted.  
 All dimensions are based on the centerline of the walls unless otherwise noted.  
 All dimensions are based on the centerline of the walls unless otherwise noted.

# Maritime Real Estate Holdings, LLC

---

832 Niagara Avenue  
Sheboygan, WI 53081

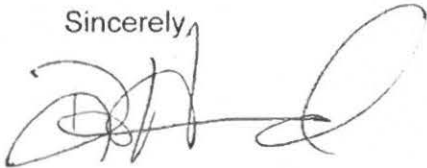
September 11, 2018

Steve Sokolowski  
City of Sheboygan  
Via Email

Dear Mr. Sokolowski,

This letter confirms that Maritime Real Estate Holdings, LLC (owner/seller), authorizes Mark Boehlke of the Sheboygan Area School District (tenant/buyer) to submit a conditional use permit application to operate school use from my property located at 832 Niagara Avenue (address of property buyer will operate from).

Sincerely,



Donald Hammond  
Managing Member  
Maritime Real Estate Holdings, LLC

September 11, 2018



DWIGHT D. DARROW  
DEAN M. DIETRICH

**DARROW & DIETRICH**  
**LAW OFFICES**

October 9, 2018

Mr. Steve Sokolowski  
Manager of Planning and Zoning  
City of Sheboygan

*Via Email to [steve.sokolowski@sheboyganwi.gov](mailto:steve.sokolowski@sheboyganwi.gov)*

Re: Darrow & Dietrich, S.C.  
File No. 890108

Dear Mr. Solowski:

I want to thank you in advance for considering our comments via letter. My partner, Dean Dietrich, and I, are committed to attend legal proceedings this afternoon and simply cannot be present at 4:00 p.m.

I have asked my paralegal, Brenda Kissinger, to represent our interests in this matter and have asked her to share the content of this letter with you.

The proposal is to locate a school facility for certain young people approximately 20 inches from our building. We oppose the use of this facility for this purpose.

My partner and I have spent hundreds of thousands of dollars to create and help establish a downtown aesthetic that is an environment friendly to shoppers, pedestrians, users of the Children's Museum, users of our Stephanie Weill Center and local restaurants and businesses.

I am concerned that the proposal will adversely affect what has begun to be progress in maintaining that aesthetic in our downtown area.

I do not mean to sound harsh, but the facility that is being proposed is to house young people who are deemed either too dangerous or have behavioral problems of such a serious nature that they are not allowed to attend school in a normal school setting. Each of these young people have been adjudicated as delinquent by our Court system. The letter authored by the Sheboygan Area School District does not overtly tell you that each of these young persons has been adjudicated as a delinquent by the Court system. Inferentially, the information is there, but one should understand that these students have been deemed to have behavioral challenges significant enough to deem them inappropriate or a danger to the general student population in the normal school setting.

DARROW & DIETRICH S.C.  
822 NIAGARA AVENUE  
P.O. BOX 1001  
SHEBOYGAN, WI 53082-1001

PHONE 920-451-6100

FAX 920-451-6110

With that in mind, we are concerned over several aspects of the proposal as set forth by the school district. We note that there are a total of six (6) teachers and two (2) security assistants, one (1) secretary, a part-time administrator/counselor/technology teacher. Apparently, one full-time art teacher and a very part-time school resource officer. We essentially have three (3) teachers, three (3) assistants, and two (2) security assistants to service thirty (30) students which is the current enrollment in the program according to the district. I am concerned about the ratio of adult supervisors to students. That concern is heightened by the fact that the school district indicates that:

“Students will be outside during the day for educational and recreational purposes, including but not limited to: lunch/recess, outdoor learning experiences, etc.”

It is our opinion that the site is not conducive to be a school setting. There is simply no space within the building or outside of the building to conduct recreational activities. We are left with a clear inference that these adjudicated, delinquent individuals will be allowed to congregate outside of the building either in public sidewalk areas, public alleyway areas, or in the streets. The site in question has no playground area or other outdoor area that would assure the neighbors that these individuals will stay on site at the facility. The Children’s Museum is a half a block to the east of this site. That Children’s Museum has worked diligently and with many donors to create an outdoor area next to the museum that is utilized for educational programs and for programs involving very small children. The interaction of the students as proposed by the District with the Above and Beyond Children’s Museum clientele would be inappropriate.

I also understand that to the west across the street is a daycare facility run by the Trinity Lutheran School System. Again, interaction with these types of behavioral challenged individuals with the young people across the street would be wholly inappropriate.

It would also be inappropriate to have these young people congregating around my office, around our parking lot or in the alley ways or sidewalks servicing our law firm office.

Because of the lack of ability to house these young people indoors for recreational activities, that means the exclusive area for recreation will be outside. This site is bordered on the west and south by heavily used roadways. To the north, there is an empty lot owned by the Fountain Park Motel, and there is a paved lot that we believe is owned by Maritime Insurance. I note that the School District says that there will be a maximum of twenty-five (25) vehicles associated with this school facility and those vehicles will take up almost all of that parking lot. To the east of this building is my office. My office is literally twenty (20) inches away from this building. There is a parking lot behind my office. There is simply no space in the immediate vicinity for these young people to recreate. There is a park to the north. I think it is wholly inappropriate to believe and understand that these individuals will be properly supervised to attend some kind of recreational pursuit in a public park. That park has no play ground facility or other facilities that would allow for recreation, such as a basket ball court, or a baseball diamond. This makes this site inappropriate.

Mr. Sokolowski  
October 9, 2018  
Page 3

We are also concerned about the enrollment figures used by the District. They contend that currently there are thirty (30) students in the program. As a part of the conditional use permit, if that permit is extended to the District, we would ask that as a condition of use, that no more than thirty (30) students be allowed to use this facility. We would further ask that as a condition to the use of the property that the students not be allowed outdoors in using either the public alleyway, sidewalks, or other private property to loiter, congregate, or recreate.

We would ask that as a condition of use that the hours of operation of this site be Monday through Friday, 7:30 a.m. to 4:30 p.m. We ask that as a condition of use that the facility not have students on site on the weekends. We also ask that as a condition of use that the facility not have students on site during the summer public school vacation time period.

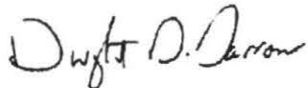
We note with great concern that there is no after school bus transportation. We note that vans are to be used to transfer students home at the end of the school day. We would ask that as a condition of use of the facility that all students be required to vacate the facility by 5:00 p.m. on Monday through Friday while the facility is in session.

We would note that the District's central administration building has sufficient room and facilities for this program. We would note that there are a sufficient number of other school owned properties in which these individuals could be housed and subject to an academic program.

We thank you again for your time, attention, and consideration to our requests.

Very truly yours,

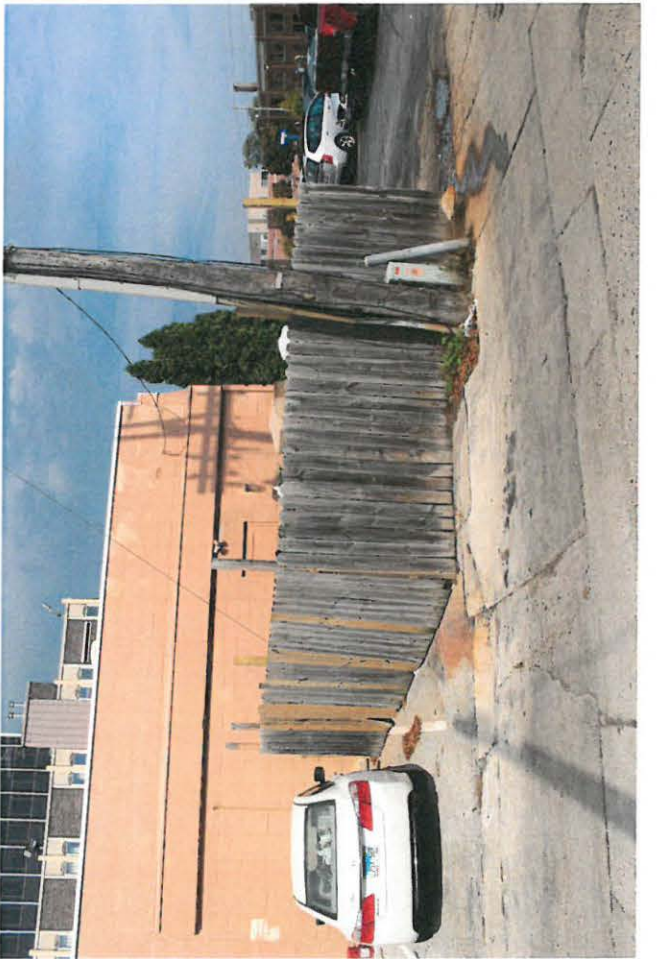
DARROW & DIETRICH, S.C.



Dwight D. Darrow  
State Bar #01003912

DDD/eh  
890108.steve100918

pc: Chad Pelishek, via email at [chad.pelishek@sheboyganwi.gov](mailto:chad.pelishek@sheboyganwi.gov)  
Janet Duellman, via email at [janet.duellman@sheboyganwi.gov](mailto:janet.duellman@sheboyganwi.gov)  
Nancy Maring, via email at [nancy.maring@sheboyganwi.gov](mailto:nancy.maring@sheboyganwi.gov)





**CITY OF SHEBOYGAN**

**REQUEST FOR PLANNING COMMISSION CONSIDERATION**

---

**ITEM DESCRIPTION:** Conditional Use application by Aneek, Inc. to operate Alex's Corner Store in the Econo Lodge facility located at 723 Center Avenue. CC Zone

---

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

---

**REPORT DATE:** October 5, 2018

**MEETING DATE:** October 9, 2018

---

**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:**

Aneek Inc. is proposing to operate Alex's Corner Store in the Econo Lodge facility located at 723 Center Avenue. The applicant states:

- We are repurposing about 2,200 square foot of space that was formerly a bar and turning it into a mercantile space. This space will sell convenient store things such as snacks, candies, groceries, beverages, beer, wine and spirits.
- This space will be operated by the owner of the hotel as a service for the community and the hotel guest. Access to the space will be on 8th street or though the hotel lobby.
- The hours of operation will be 6:00 AM to 10:00PM.
- There will be four (4) employees for this store.
- Parking would be on the street or in the parking lot at the rear of the store.
- Existing trash enclosures and dumpsters will be used.
- The existing sign locations/panels will be changed with new signs showing this new name. That will be under a separate submittal.
- The existing exterior areas will remain the same as this is an existing retail/restaurant space.

**STAFF COMMENTS:**

Applicant has not provided a sign package but any new signage will need to meet the 8<sup>th</sup> Street design guidelines and will need to be individual letters.

The dumpster may be in a state of disrepair and may need to be updated.

**ACTION REQUESTED:**

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

1. Prior to operation/occupancy, the applicant shall obtain all licenses and occupancy permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, food, alcohol, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. The existing dumpster is in poor condition. Prior to issuance of an occupancy permit, applicant shall repair and/or paint/stain the dumpster enclosure a color that is compatible with the building. Dumpsters and/or grease receptacles shall be screened and enclosed and constructed of like materials and colors of the facility. Grease shall not create a nuisance, safety and/or aesthetic issue(s).
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 obtain the necessary sign permits prior to installation. Applicant shall be permitted to install individual letter signs – no cabinet or flat panel signs. Applicant may not reface existing interior lit cabinet sign(s). Signs shall meet the 8<sup>th</sup> Street design guidelines. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
7. It will be the applicant's responsibility to work with all private and public utilities in order to provide easements and/or relocate utilities as necessary.
8. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy.
9. If there are any exterior alterations, those alterations will be reviewed by the City of Sheboygan Architectural Review Board.
10. 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.

**ATTACHMENTS:**

Conditional Use Permit Application and required attachments.

PARCEL NO. \_\_\_\_\_  
MAP NO. \_\_\_\_\_  
ZONING CLASSIFICATION: \_\_\_\_\_

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: \_\_\_\_\_ Aneek, Inc. DBA Alex's Corner  
ADDRESS: \_\_\_\_\_ 723 Center Ave \_\_\_\_\_ E-MAIL: \_\_\_\_\_ aneekinc@gmail.com  
PHONE: \_\_\_\_\_ ( ) \_\_\_\_\_ FAX NO. \_\_\_\_\_ ( ) 920 860-7738

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

NAME OF PROPOSED/EXISTING BUSINESS: \_\_\_\_\_ ECONO LODGE  
ADDRESS OF PROPERTY AFFECTED: \_\_\_\_\_ 723 CENTER AVE  
LEGAL DESCRIPTION: \_\_\_\_\_

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: \_\_\_\_\_  
HOTEL, RESTAURANT, BAR

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: \_\_\_\_\_  
THE EXISTING BAR ON THE NORTH EAST CORNER WILL BE  
CONVERTED TO A CONVENIENT TYPE STORE

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



September 25, 2018

Sheboygan Plan Commission  
City of Sheboygan

**Subject: ECONO LODGE 723 CENTER CONVENIENT STORE BUILDOUT**

We are repurposing about 2,200 square foot of space that was formerly a bar and turning it into a mercantile space. This space will sell convenient store things such as snacks, candies, groceries, beverages, beer, wine and spirits.

This space will be operated by the owner of the hotel as a service for the community and the hotel guest. Access to the space will be on 8th street or through the hotel lobby.

The hours of operation will be 6:00 AM to 10:00PM

There will be 4 employees for this store

Parking would be on the street or in the parking lot at the rear of the store

Existing trash enclosures and dumpsters will be used

The existing sign locations/panels will be changed with new signs showing this new name. That will be under a separate submittal.

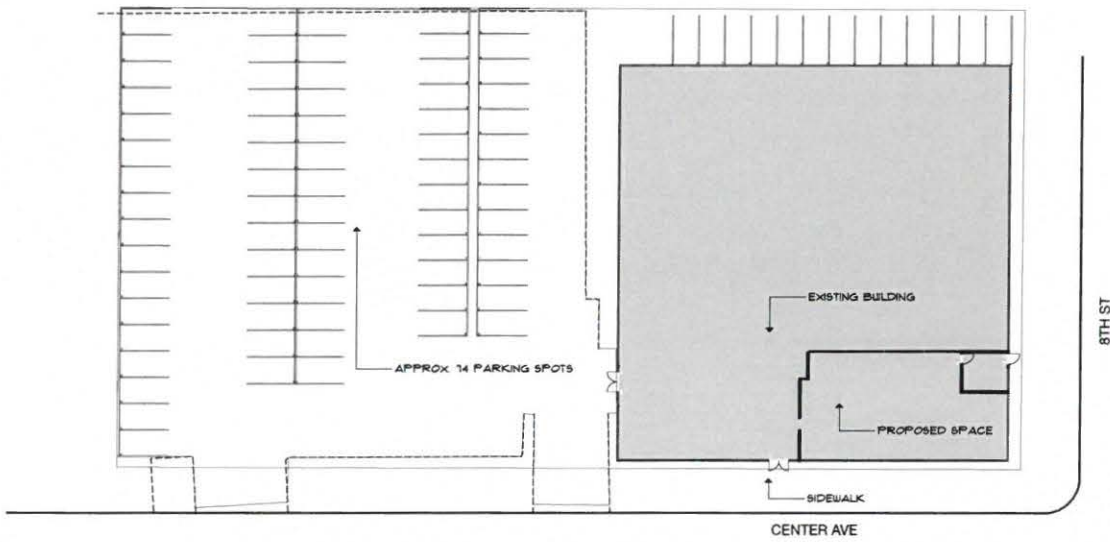
The existing exterior areas will remain the same as this is an existing retail/restaurant space.

Sincerely,

Scott Matula, AIA  
Aspire Architecture & Design, LLC



REVISIONS FOR:  
**ANEK, INC DBA/ALEX'S**  
**CORNER**  
723 CENTER AVE  
SHEBOYGAN, WI. 53081



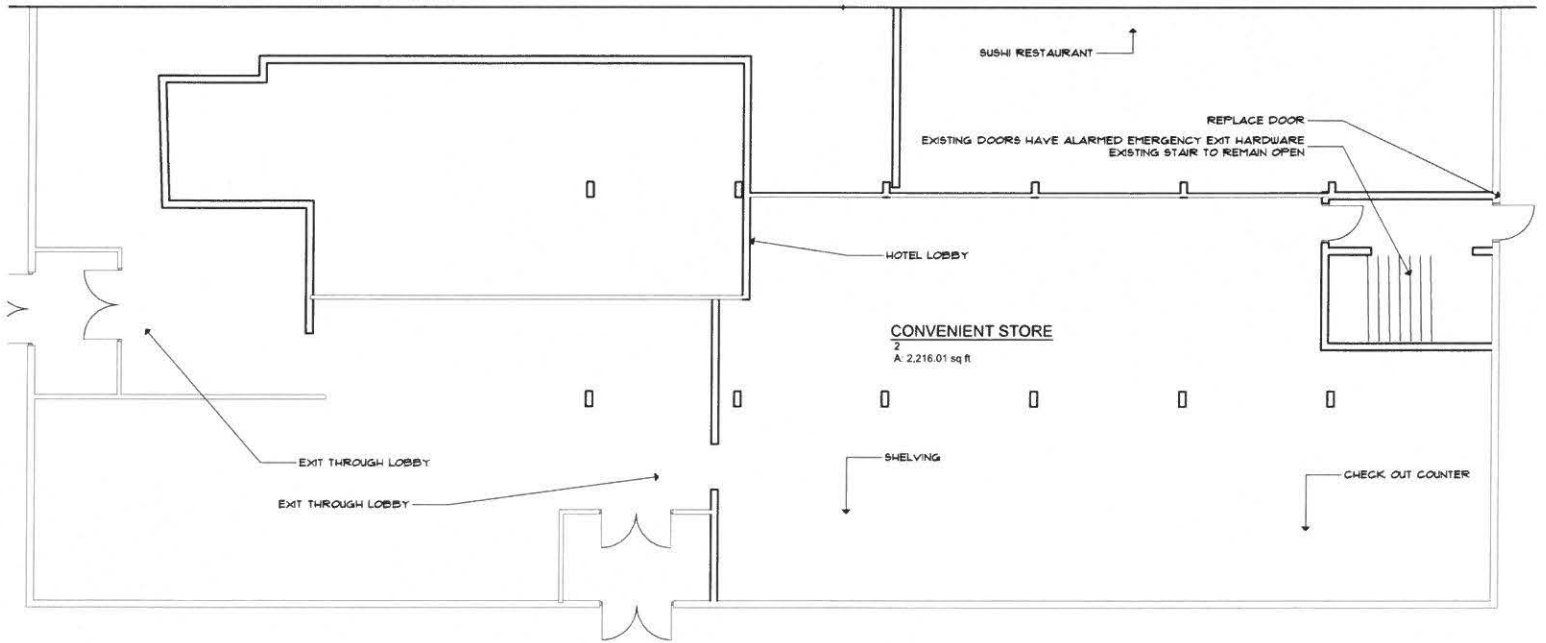
4 Site Plan  
SCALE: 1" = 30'

REVISIONS for:  
**ANEK, INC DBA/ALEX'S CORNER**  
723 CENTER AVE SHEBOYGAN WI 53081

ASPIRE ARCHITECTURE & DESIGN, LLC  
1416 N. 5th St. Sheboygan, WI. 53081  
920-457-4884  
scott@aspirearchitects.com  
www.aspirearchitects.com



issue 9.25.18  
rev. -  
10-051  
**A1.1**



① 1st Floor Plan  
SCALE: 1/8" = 1'-0"

REVISIONS for:  
ANEK, INC DBA/ALEX'S CORNER  
723 CENTER AVE SHEBOYGAN WI 53081



ASPIRE ARCHITECTURE & DESIGN, LLC  
1416 N 5th St Sheboygan, WI 53081  
920-457-4894  
scott@aspirearchitects.com  
www.aspirearchitects.com

issue 9.25.18  
rev. -  
10-051  
A1.2

**CITY OF SHEBOYGAN**

**REQUEST FOR PLANNING COMMISSION CONSIDERATION**

---

**ITEM DESCRIPTION:** Site Plan Application by Sheboygan Chrysler to construct a new parking lot addition at their dealership located at 2701 Washington Avenue. SC Zone

---

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

---

**REPORT DATE:** October 5, 2018

**MEETING DATE:** October 9, 2018

---

**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:**

The Sheboygan Chrysler is proposing to construct a new parking lot addition at their facility located at 2701 Washington Avenue. The applicant states the following:

- Sheboygan Chrysler Center, Inc./ Sheboygan Chevrolet, Oldsmobile, Cadillac, Inc. (a.k.a Sheboygan Chevrolet) is requesting Site Plan approval for expansion of the existing parking lot along the south property line of property located at 2710 Washington Avenue. This site is bound to the north by Washington Ave and to the east by South Business Drive. The current use of the property is an automobile dealership; the zoning is Suburban Commercial (SC).
- The proposed project includes construction of 12,700 square feet of new asphalt resulting in the addition of 71 new parking stalls located along the interior access drive that parallels the south property line. Based upon previous project plans, there are 918 parking spaces used for employees, customers, and new and used car staging and display areas; upon project completion there will be 989 parking/vehicle display spaces. The additional parking is required to accommodate expanding sales inventory, automobile repair staging, and employee parking needs.
- This site underwent a similar parking lot expansion in 2013. During this expansion period, an on-site ditch was converted to provide stormwater quantity storage along with an underground stormwater storage system to replace a dry detention system. The existing stormwater detention facilities from 2013 will be utilized for the 2018 expansion.
- The area of the proposed parking expansion is in and adjacent to the old County Road PP road bed and right-of-way; a portion of that area is old highway ditch that has taken on

the characteristics of a wetland. A wetland delineation of this area was completed by an assured wetland delineator and an "Artificial Wetland Exemption Request" was submitted to the Department of Natural Resources on July 10, 2018; the results of that request are pending and will be submitted upon receipt.

- The proposed project will encroach into the mapped floodplain. Hydraulic and hydrologic analyses will be prepared by a Professional Engineer demonstrating the proposed floodplain encroachment will not result in an increase in the floodplain elevation and will be in compliance with the requirements of the City's Floodplain Zoning Code requirements; upon completion, these analyses will be presented to City staff for review and approval.
- Site lighting will remain the same and no new light poles will be added, vehicle loading/unloading areas will not change, and no additional exterior storage areas are proposed.
- Business hours of operation will not change as a result of the increase in available parking and no increase in the amount of traffic generation or employees is anticipated.
- The parking will reduce congestion, reduce blind spots and increase safety in the existing parking lot/vehicle display areas. No nuisances will be created as a result of the proposed parking expansion.
- Landscaping requirements for the proposed 106 stalls (424 pts. req.) will be utilized by a minimum of ten (10) canopy trees to be protected along the south side of proposed parking lot expansion.

#### **STAFF COMMENTS:**

Some of the parking is proposed to be located in the floodplain and in wetlands. Therefore staff will be recommending a condition of approval that requires the applicant to provide all of the necessary documentation indicating how the proposal is meeting the City of Sheboygan Floodplain Ordinance and provide the required DNR permitting.

#### **ACTION REQUESTED:**

Staff recommends approval of the site plan application subject to the following conditions:

1. Prior to building permit issuance, the applicant shall obtain all licenses/permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, water, sewer, storm drainage, health, State of Wisconsin DNR, Army Corp of Engineers, floodplain, 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 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. Applicant

- shall provide such documentation to the Department of City Development prior to building permit issuance and prior to impacting any designated wetlands.
3. Applicant may only impact areas designated as floodfringe if and only if they submit the required documentation meeting the City of Sheboygan Floodplain Ordinance. Applicant shall provide such documentation to the Department of City Development prior to building permit issuance and prior to impacting any designated floodplain areas.
  4. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
  5. Submittal and approval of a proposed landscape plan prior to building permit issuance.
  6. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
  7. Outdoor storage of materials or equipment shall be prohibited.
  8. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance.
  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 five (5) feet for all new areas to be paved.
  12. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications.
  13. 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.
  14. 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. 59281431772  
MAP NO. \_\_\_\_\_  
ZONING CLASSIFICATION: Suburban Commercial

Office Use Only  
DATE SUBMITTED: \_\_\_\_\_  
REVIEW DATE: \_\_\_\_\_

FILING FEE: \$100.00 (Payable to City of Sheboygan)

**CITY OF SHEBOYGAN**  
**SITE PLAN REVIEW APPLICATION**  
(Requirements Per Section 15.908)  
Revised May, 2012

Completed application must be filed with the Department of City Development, 828 Center Avenue, Suite 104. To be placed on agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications that are not complete or that are not legible will not be accepted. Application filing fee is non-refundable.

**1. APPLICANT INFORMATION**

APPLICANT: Sheboygan Chrysler Center, Inc./Sheboygan Chevrolet, Oldsmobile, Cadillac, Inc.  
ADDRESS: 3400 S Business Drive, Sheboygan WI  
E-MAIL: admin@sheboyganauto.com  
PHONE: ( 920 ) 226-0139 FAX NO.: ( )

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

NAME OF PROPOSED/EXISTING BUSINESS: Sheboygan Chrysler Center, Inc.  
ADDRESS OF PROPERTY AFFECTED: 2701 Washington Avenue, Sheboygan WI 53081  
LEGAL DESCRIPTION: See attached.

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: Auto Dealership

BRIEF DESCRIPTION OF **PROPOSED** OPERATION OR USE: \_\_\_\_\_  
Auto Dealership parking expansion

BRIEF DESCRIPTION OF TYPE OF STRUCTURE: See attached.

September 24, 2018

## Project Narrative

**Project:** Sheboygan Chevrolet Phase 3 Parking Expansion  
2710 Washington Avenue  
Sheboygan, WI



Sheboygan Chrysler Center, Inc./ Sheboygan Chevrolet, Oldsmobile, Cadillac, Inc. (a.k.a Sheboygan Chevrolet) is requesting Site Plan approval for expansion of the existing parking lot along the south property line of property located at 2710 Washington Avenue. This site is bound to the north by Washington Ave and to the east by South Business Drive. The current use of the property is an automobile dealership; the zoning is Suburban Commercial (SC). The proposed project includes construction of 12,700 square feet of new asphalt resulting in the addition of 71 new parking stalls located along the interior access drive that parallels the south property line. Based upon previous project plans, there are 918 parking spaces used for employees, customers, and new and used car staging and display areas; upon project completion there will be 989 parking/vehicle display spaces. The additional parking is required to accommodate expanding sales inventory, automobile repair staging, and employee parking needs.

The City's Municipal Code requires a minimum of 80 landscape points per 10,000 square feet of paved area or for each additional 20 parking spaces; whichever is greater. The Code also requires said landscape points be located within ten feet (10') of the new paved area. The proposed 69 new parking stalls will require 284 landscape points [80x(71/20)]. The proposed project will provide 300 landscape points in the form of 10 deciduous trees along the south edge of the proposed parking spaces; this is in addition to the landscaping points provided along the east and west side of the existing carwash building and quick-lube service building provided as a result of previous phases of this project.

The proposed parking will not result in a change to the existing site ingress/egress locations. The total site acreage is 10.4 acres, while the anticipated site disturbance area resulting from this proposed Phase 3 is 0.32 acres. This site underwent similar parking lot expansions (one in 2013 and two earlier this year). During the 2013 expansion period, an on-site ditch was converted to provide stormwater quantity storage along with an underground stormwater storage system to replace a dry detention system. Stormwater for the proposed 2018 parking lot expansion phases is conveyed via curb and gutter to curb inlets after which it is conveyed through an 8" HDPE storm pipe to the on-site ditch/underground storage area directly to the north. The stormwater management requirement for this proposed project includes reducing the 10-year post-development peak discharge rate to the 2-year pre-development peak discharge rate, which is consistent with the 2013 design criteria. Since the proposed site disturbance is less than 1 acre, this project is exempt from TSS removal and infiltration requirements. Calculations have been modified from the original stormwater report submitted in 2013 for the previous parking lot expansion. The 2013 calculations have been modified to include an additional drainage basin for the 2018 parking expansion.

Additionally, the calculations account for the slight increase in impervious area from a widened driveway entrance in the existing offsite (ditch) basin area for the 2018 post-development. The existing stormwater detention facilities from 2013 will be utilized for the 2018 expansion.

The area of the proposed parking expansion is in and adjacent to the old County Road PP road bed and right-of-way (ROW); a portion of that area is old highway ditch that has taken on the characteristics of a wetland. A wetland delineation of this area was completed by an assured wetland delineator and an "Artificial Wetland Exemption Request" was submitted to the Department of Natural Resources on July 10, 2018; approval of the Artificial Wetland Exemption Request was granted by the DNR on July 20, 2018 and is included with this submittal.

Site lighting will remain the same and no new light poles will be added, vehicle loading/unloading areas will not change, and no additional exterior storage areas are proposed. Business hours of operation will not change as a result of the increase in available parking and no increase in the amount of traffic generation or employees is anticipated. Furthermore, it is anticipated the increased parking spaces will not result in changes to the normal and peak water usage rates or sanitary sewer discharges.

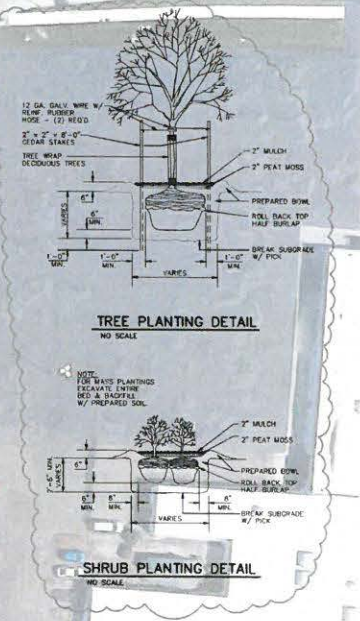
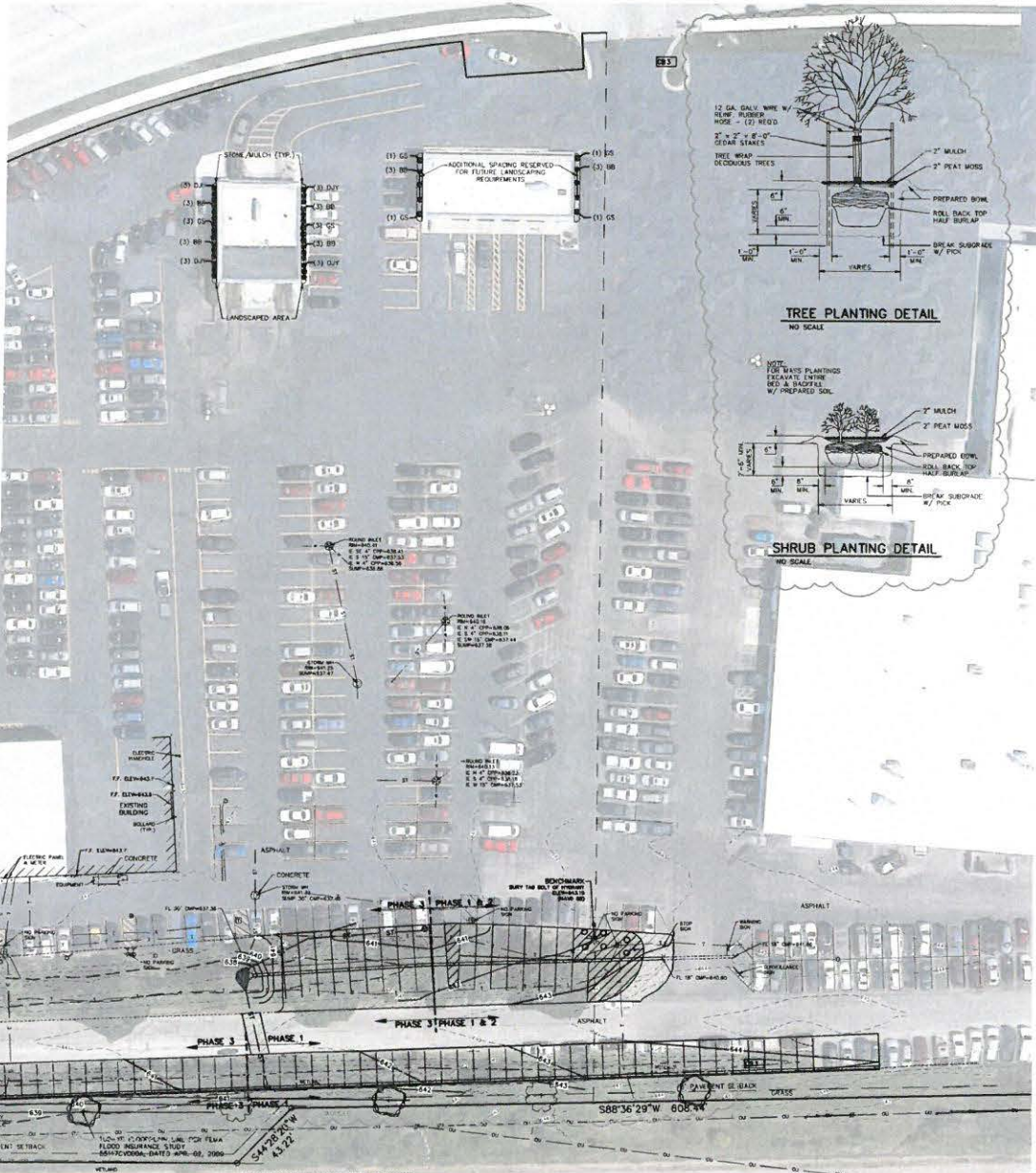
The proposed project will encroach into the mapped floodplain. Hydraulic and hydrologic analyses will be prepared by a Professional Engineer demonstrating the proposed floodplain encroachment will not result in an increase in the floodplain elevation and will be in compliance with the requirements of the City's Floodplain Zoning Code requirements; upon completion, these analyses will be presented to City staff for review and approval.

The parking will reduce congestion, reduce blind spots and increase safety in the existing parking lot/vehicle display areas. No nuisances will be created as a result of the proposed parking expansion.

LANDSCAPING NOTES						
SYMBOL	COMMON NAME	BOTANICAL NAME	PLANTED SIZE	QUANTITY PER PLANT	POINTS	
<b>DECIDUOUS TREES</b>						
(E1)	Redwood Linden	<i>Tilia americana</i>	2"	5	30	150
	Savane Honeylocust	<i>Gleditsia inaequalis 'Savane'</i>	2"	5	30	150
<b>DECIDUOUS SHRUBS</b>						
(R1)	Burning Bush	<i>Euonymus alatus 'Compactus'</i>	36" Jar	18	5	90
<b>EVERGREEN SHRUBS</b>						
(E2)	Globe Spruce	<i>Picea pungens 'Dobsoni'</i>	18" Jar/964	10	5	50
(E3)	Dwarf Japanese Yew	<i>Taxus canadensis 'Nana'</i>	18" Jar/964	12	5	60

LANDSCAPING CALCULATIONS		
ZONE	REQ. POINTS	POINTS PROVIDED
PARKING	80 LANDSCAPING POINTS PER 10,000 SF OF PAVED AREA OR PER 20 PARKING STALLS (WHICHEVER IS GREATER) 121 STALLS X (80 POINTS/20 STALLS) = 484 LANDSCAPING POINTS REQUIRED	500 LANDSCAPE POINTS PROVIDED
NEW PAVED AREA	24,723 SF PAVED AREA X (80 POINTS/10,000 SF OF PAVED AREA) = 198 LANDSCAPING POINTS REQUIRED	

**LANDSCAPING NOTE:**  
LANDSCAPING COMPANY ADVISED BY OWNER TO PROVIDE NECESSARY PLANTINGS TO MEET LANDSCAPING POINT REQUIREMENTS. SHOULD PLANT SPACING OR ALLOCATION DEVIATE FROM PLAN, PRESENT THE NEW PROPOSED PLANTING ARRANGEMENT TO CITY OF SHEBOYGAN AND OBTAIN WRITTEN APPROVAL PRIOR TO PLANTING.



**PROJECT INFORMATION**  
PROJECT NUMBER: 1830560

**PARKING EXPANSION**  
**SHEBOYGAN CHEVROLET/CHRYSLER**  
3400 S. BUSINESS DRIVE • SHEBOYGAN, WI 53081

PROFESSIONAL SEAL

**SHEET DATES**  
SHEET DATE: JULY 25, 2018  
REVISIONS:  
CB2 AUG. 17, 2018  
CB3 SEPT. 25, 2018

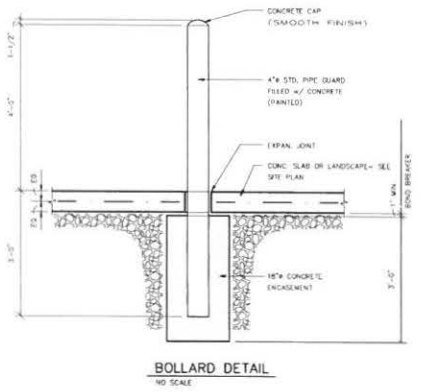
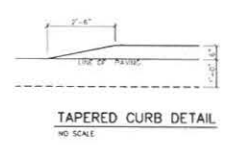
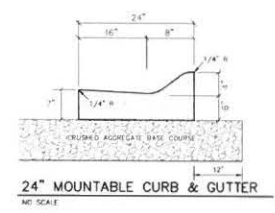
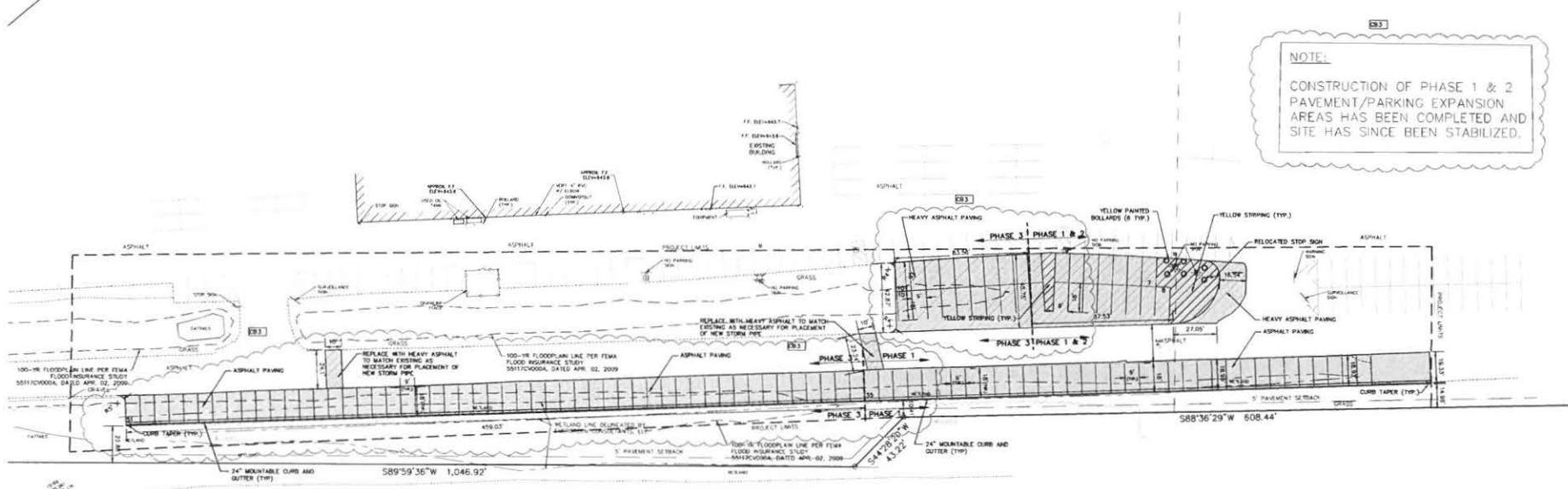
**SHEET INFORMATION**  
LANDSCAPE PLAN  
SHEET NUMBER:  
**C1.5**

© 2018 EXCEL ENGINEERING, INC.

**PARKING EXPANSION**  
**SHEBOYGAN CHEVROLET/CHRYSLER**  
 3400 S. BUSINESS DRIVE • SHEBOYGAN, WI 53081

DATE DRAWN	JULY 25, 2018
REVISION	
CB1	AUG. 6, 2018
CB2	AUG. 17, 2018
CB3	SEPT. 25, 2018

**NOTE:**  
CONSTRUCTION OF PHASE 1 & 2 PAVEMENT/PARKING EXPANSION AREAS HAS BEEN COMPLETED AND SITE HAS SINCE BEEN STABILIZED.



**SITE INFORMATION:**

EXISTING ZONING: SUBURBAN COMMERCIAL  
 PROPOSED ZONING: SUBURBAN COMMERCIAL  
 PROPOSED USE: AUTO DEALERSHIP/PARKING EXPANSION  
 TOTAL AREA OF SITE DISTURBANCE: 0.82 ACRES  
 SETBACKS: PAVEMENT FRONT = 10' SIDE = 5' REAR = 5'

**EXISTING SITE DATA**

	AREA (AC)	AREA (SQ)	RA70
PROJECT SITE	2.12	92,153	
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	0.85	38,587	41.6%
GRAVEL	0.08	3,433	7.8%
TOTAL IMPERVIOUS	0.94	41,024	44.0%
LANDSCAPE / OPEN SPACE	1.17	51,119	55.5%

**PROPOSED SITE DATA**

	AREA (AC)	AREA (SQ)	RA70
PROJECT SITE	2.12	92,153	
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	1.51	65,737	71.4%
TOTAL IMPERVIOUS	1.51	65,737	71.4%
LANDSCAPE / OPEN SPACE	0.61	26,396	28.6%





July 20, 2018

EXE-SE-2018-60-02197

Sheboygan Chevrolet  
Robert Wiegand  
3400 S Business Drive  
Sheboygan, WI 53081

RE: Artificial Wetland Exemption Determination for an area described as Wetland 1, located in the NE1/4 of the NE1/4 of Section 04, Township 14 North, Range 23 East, Sheboygan County

Dear Mr. Wiegand:

This letter is in response to your request for an artificial wetland exemption determination for the above mentioned wetlands.

According to 281.36 (4n), State Statutes, a landscape feature where hydrophytic vegetation may be present as a result of human modification to the landscape or hydrology and for which no definitive evidence exists showing a prior wetland or stream history before August 1, 1991, may be exempt from state wetland regulations. The following types of artificial wetlands cannot be exempted from state wetland regulation: 1) a wetland that serves as a fish spawning area or that is passage to a fish spawning area and 2) a wetland created as a result of a wetland mitigation requirement. In addition, DNR must also consider whether the artificial wetland is providing significant flood protection to adjacent or downstream properties and infrastructure, and/or significant water quality functions to adjacent or downstream water bodies.

The Department reviewed the following materials to aid in our exemption determination:

- The request narrative
- Historic Maps, including the Original Land Survey Plat, Bordner Survey, the USGS topographic Quad map, and soil mapping.
- Aerial photographs, including the 1937/8 era photograph, a pre-construction photograph, and a post-construction photograph.
- Site photographs that show different angles and views of the wetland
- A wetland delineation report

Below is a summary of our findings:

Request Narrative

According to the request narrative you believe that 5410 sq. ft. of Wetland 1 is a constructed storm water drainage feature that has no wetland history.

Historic Map Review

- Original Land Survey Plat. The original land survey indicates that this area was on the edge of a depression area

- Bordner Survey. The Bordner survey indicates that this area is historic pasture
- Xx USGS Topographic Quad map: The USGS Quad map indicates the presence of a previous county road.
- Soil Maps: The soil maps indicate the eastern portion of wetland 1 has mapped soil unit of Manawa which is mapped upland with inclusions.

#### Site Photographs

The site photographs show the presence of the ditch. The current ditch looks to be wetland

#### Conclusion:

- Based upon the information provided above, the wetland identified as Wetland 1 was found to have a portion that is exempt. The 5410-sq. ft. of wetland shown on the attached drawing as Potentially exempt area will be considered exempt under the NR 103 storm water conveyance feature exemption. However, there is still 9916 sq. ft. of wetland on site that will still be regulated under current wetland law.

This letter describes DNR's decision regarding the jurisdictional status of wetland 1, and is only valid for state jurisdictional purposes. For decisions regarding the federal jurisdictional status of Wetland 1 you will need to contact the U.S. Army Corps of Engineers. The U.S. Army Corps of Engineers contact for Sheboygan County is Jessica Kempke. Jessica Kempke can be reached at (651) 290-5856.

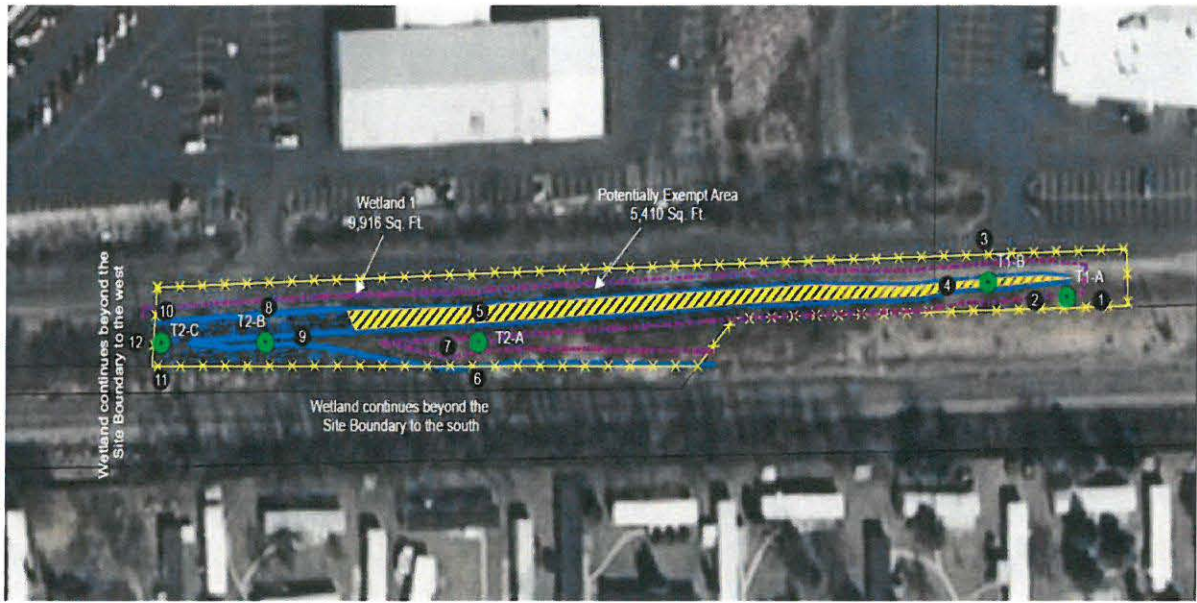
If you have any questions about this determination, please contact me at (262) 574-2172 or email [travis.schroeder@wi.gov](mailto:travis.schroeder@wi.gov).

Sincerely,



Travis Schroeder  
Wetland Exemption Specialist

cc: Jessica Kempke, U.S. Army Corps of Engineers  
Josh Wied Wi DNR  
Jason Daye Excel Engineers





**Sheboygan Chevrolet Buick GMC**

**SITE IMPROVEMENTS NARRATIVE &  
FLOOD ELEVATION ANALYSIS OF FISHERMAN'S CREEK  
AT 3400 S. BUSINESS DRIVE, SHEBOYGAN, WI**

October 2, 2018

**Prepared For:**

Sheboygan Chevrolet Buick GMC  
3400 S. Business Drive  
Sheboygan, WI 53081

**Prepared By:**

Eric Drazkowski, P.E.  
Excel Engineering, Inc.  
Project # 1830660  
100 Camelot Drive  
Fond du Lac, WI 54935  
(P): 920.322.1678  
eric.d@excelengineer.com



## **Project Description**

This study is an analysis of the existing 100-year flood elevation and the impact on the existing floodway of Fisherman's Creek. The project is located on the south side of Washington Ave, west of S. Business Drive, and north of the existing railroad tracks in the City of Sheboygan, Sheboygan County, Wisconsin.

A portion of the proposed site improvements are located within the FEMA calculated flood elevation of 638.80. The existing area of proposed improvements provides additional volume of flood storage during larger rain events. The undeveloped wooded site is currently on the backslope of the access road along the south side of the Sheboygan Chevrolet Buick GMC site and includes elevations ranging from 635 to 643. See the attached aerial and plans for more information. The FEMA Flood Study and the site survey are both located on the NAVD88 Datum.

The existing site will be cleared and earthen fill will be brought in to raise portions of the site above the floodplain. The site will then be constructed and graded to match the proposed plans. The effects of these modifications have been analyzed in the Flood Analysis portion of this document. The site will be filled and submitted to the City of Sheboygan to allow pavement to be constructed within the mapped flood plain. It is understood that the calculated storm elevations for storm frequencies greater than the 100-year storm will increase the elevation.

## **Construction**

The proposed project construction will progress according to the construction plans and details. The contractor will complete site demolition, mass grading, and earthwork for the areas within the new construction. Following mass grading, the contractor will pave the remainder of the site. All erosion control will be utilized to conform to DNR and City standards. All necessary DNR and City permits will be obtained prior to construction.

## **Flood Analysis & Regional Flood Elevation**

The portion of Fisherman's Creek being analyzed was previously modeled in 1988 by the Wisconsin Department of Natural Resources (WDNR) and the HEC-1 data was available per the DNR's Surface Water Viewer and used for the following analysis. Based on the information provided, the HEC-1 data has not been reverified since originally modeled as the original model was developed with an earlier version of HEC and how improvements were modeled has changed. The purpose of this limited study is to verify the floodplain does not increase by 0.01' based on the current existing model.

The original model from 1988 was developed with the HEC-1 computer model which is no longer current. When the original imported data was brought into HEC-RAS 5.0.3. to develop the Duplicate Effective, five (5) errors occurred that needed to be corrected for the model to run (See Appendix B for errors). To get the model to run, all

Bridge/Culvert errors were minorly adjusted so the upstream distance was 0.01 rather than 0, as zero distance was only allowed in versions prior to HEC-RAS 3.0. For Bridge/Culvert at station 301.15, stations and openings were added to match the original model with the same elevations and stations as shown in the model. Since the original model was developed with culverts, roadways, bridges, etc. that are no longer input or modeled the same that they were with HEC-1, additional updates to the original model were not updated. The purpose of this limited study is to verify that the improvements will not increase the Profile 1 - 100-year (1-percent) floodplain elevation based on the current model. Profile 2 (0.2-percent chance / 500-year storm) was not evaluated as the 100-year storm event is required. Hydrologic flows in the model matched flows documented in the FIS Study. After the errors were corrected, the model was renamed to be the Duplicate Effective.

This original model was simply updated to provide one (1) additional cross section (301.50) between station 302 and 301.2 and elevations reflecting the existing surveyed condition through the cross section as obtained by Excel Engineering in September of 2018. Based upon the provided HEC-1 data and recent site survey, HEC RAS was used to calculate a Corrective Effective flood plain elevation of 638.79' (0.01' below the BFE based on the original study) at cross section 301.5 in the model (Cross Section R of the FEMA Flood Map) at the project site. This model was then renamed the Corrected Effective.

The Corrected Effective was then updated for the proposed elevation condition called the Proposed. Comparisons for flood elevation impact were made between the Corrective Effective and Proposed. This involves filling of the ditch for the placement of the asphalt pavement proposed on site. The HEC-RAS computer model calculated that the Regional Flood at this same location for the Proposed Model as 638.79'. Analysis on and prior to the proposed development shows that flood elevation does not increase by more than 0.01'. To be conservative, the proposed site improvements were raised to an elevation of 640.26 which is above the calculated BFE of 638.8'. The attached maps and documents outline the FEMA mapped floodplain extents, the calculated floodplain extents for the existing condition and the proposed improvements. The HEC-RAS plan view, profile view, and text data to support the attached maps are included in the appendices. A FEMA FIRM and flood way data from the City of Sheboygan panel are also attached in Appendix E.

Cross section stations in the model do not match the cross-section labels as shown on the FEMA's Firmette Map Number 55117C0353F & Sheboygan County FIS Study 55117CV000A which do not allow comparing sections of Fisherman's Creek to match. In addition to the cross sections, the elevations provided in the model are between the range of 52-62 and the elevations of the 632-642. To obtain a correction factor for the elevations, the original model (Duplicate Effective) water elevations at the cross sections 303-304 and 301.2-302 were compared to the flood elevations of 638.9 and 638.8 for cross sections S and R respectively. An elevation correction factor of 580.32 was determined, verified & utilized for the proposed cross section in the model.

## **Conclusion**

The proposed site has been designed to be constructed within the existing floodplain. The HEC RAS analysis shows that the floodplain along Fisherman's Creek The proposed site improvements will not increase Regional Flood elevation for the 100-year storm event (1-percent chance) based on the use of the existing HEC-1 model.

## **Data Collection**

Topographic survey data was compiled during September 2018 by Excel Engineering. This survey data was placed on NAVD88 datum and was used for the new cross-section of the stream and floodplain between the model cross sections of 302 and 301.2. Flow data that was previously included in the model was not adjusted and matches Table 3 (Summary of Discharges) Flood Insurance Study Number 55117CV000A, Sheboygan County, Wisconsin and Incorporated Areas dated April 2, 2009.

## **Engineering Methods**

- US Army Corps of Engineers HEC-RAS, River Analysis System Version 5.0.3 (February 2016):
- HEC Model Data was gathered from the WDNR's website and imported into HEC RAS 5.0.3. for analysis. Data listed was WI Department of Natural Resources, 1988. This data was modeled & errors resolved on 9-28-2018 and was confirmed to be the same as originally used.
- The HEC-RAS model used 100yr flow of 1,900cfs at the mouth of Fisherman's Creek was confirmed with the FIS Study. These were obtained from the original flood study. See attached FEMA Flood Study (Table 3-Summary of Discharges).
- Station 301.50 was created to cross through the proposed improvements onsite analyze its effects on the floodplain. The floodplain does not increase at all locations within the flood study model.

## **Previous Floodplain Studies**

According to Flood Insurance Study Number 55117CV000A. "Flood Insurance Study" for Sheboygan County, Wisconsin and Incorporated Areas. This work was completed on April 2, 2009. Original Flood Analysis was completed by the Wisconsin Department of Natural Resources on December 2, 1988.