

*****ATTACHMENTS*****

PARCEL NO. 319740
MAP NO. _____
ZONING CLASSIFICATION: NC

Office Use Only
APPLICATION/FILE NO. _____
REVIEW DATE: 9/15/20

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

CITY OF SHEBOYGAN
APPLICATION FOR
CONDITIONAL USE PERMIT
Requirements Per Section 15.905
Revised May 2018

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

1. APPLICANT INFORMATION

APPLICANT: Reach Forward / Victoria Blahnik
ADDRESS: 727 Oak Tree Rd ⁵³⁰⁵³ E-MAIL: Victoria.Blahnik@reachforward.net
PHONE: (920) 980-6744 FAX NO. (920) 453-0504

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: Old Admas Decor
ADDRESS OF PROPERTY AFFECTED: 1901 S. 8th St.
LEGAL DESCRIPTION: See Attached

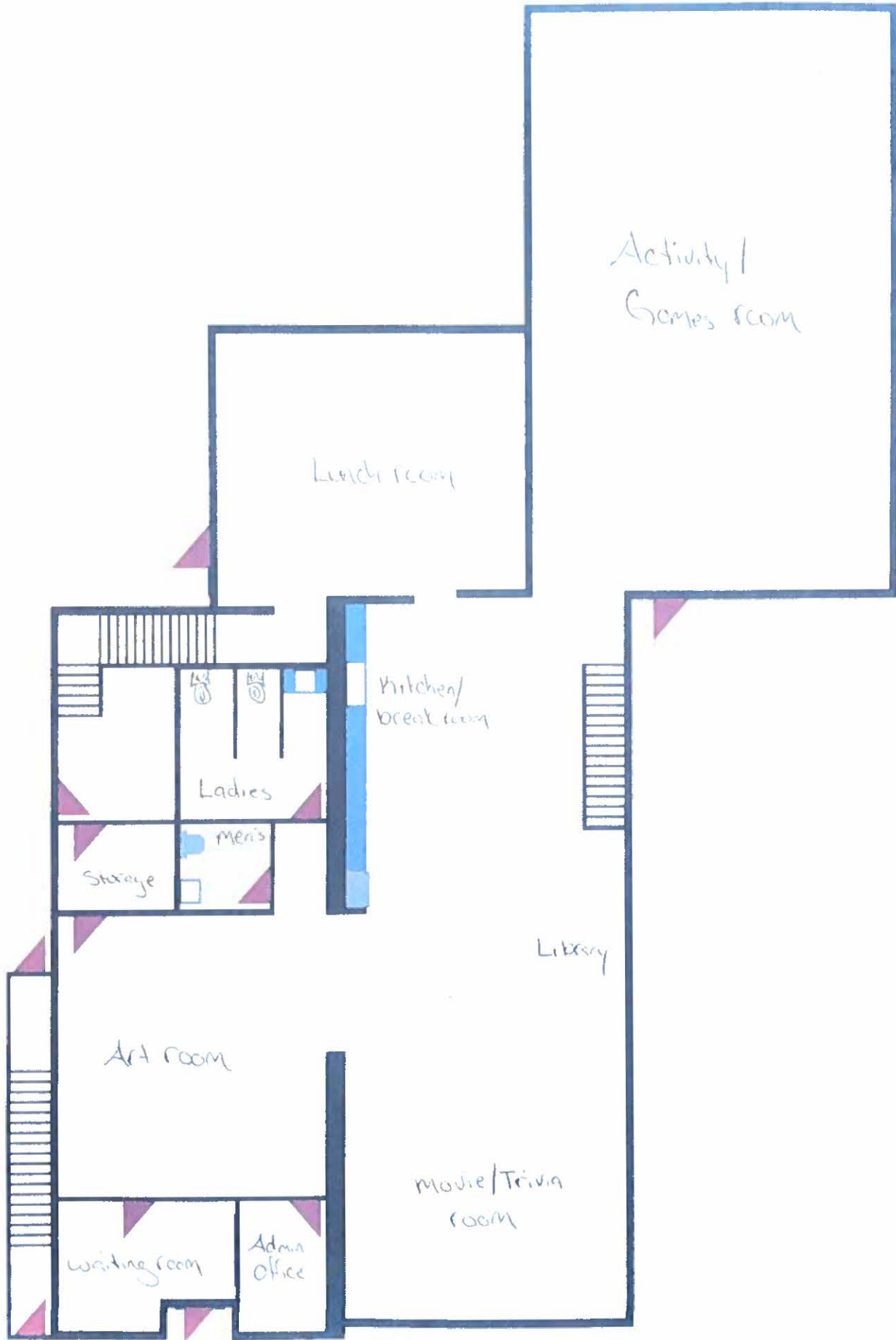
BRIEF DESCRIPTION OF EXISTING OPERATION OR USE: _____
See Attached

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 needed

The below is the intention and purpose of Reach Forward Day Services.

1. Reach Forward is currently located at 3611 S. Business Drive. We opened our doors back in March of 2017 after obtaining the conditional use permit for that location. We have currently maxed out our space at that location.
2. The Building we will be purchasing is currently empty. The most recent owner was Dulmes Décor (flooring sales).
3. The Day Program will be located at 1901 S. 8th St. This location was chosen for the following reasons.
 - Ample parking space for our purposes
 - Increased Square footage
 - Private entrance
 - Convenience of location
 - Quiet setting
 - Amenities close by e.g. Parks/Library
4. We will be providing services for Adults who are developmentally delayed and have special needs. Between the ages of 18 and up.
5. The activities/classes we will provide are as followed
 - Reading stories
 - Craft projects
 - Movies
 - Home skills
 - Games
 - Community outings
 - Community volunteering
6. Hours of operation will be Monday thru Friday; 9a-3p for clients, staff would be present 8a-5p.
7. We will be opening with 8 client and 4 fulltime staff and 1 part time staff. At capacity we would have approximately 20 clients with an estimated 8 employees.
8. There will be no exterior changes. In the interior we will be adding Bathrooms and a breakroom to the mail floor. We will be replacing the flooring in two of the rooms.
9. We are not concern about being a nuisance to the adjoining property. There would be a decrease in traffic and parking to the location compared to the previous business. Activates provided at the location will be low volume.
10. The Sign Permit Application will be submitted once the proof has been completed by The Sign Shop.
11. For more information about we have attached our brochure, our web page is www.Reachforward.net or Reach Forward on Facebook.





Victoria Blahnik – Executive Director

Victoria has a lifetime of personal experience with people with disabilities. She has more than 20 years of working experience. She has provided direct care for many individuals with disabilities and has more than 15 years of overseeing managers and staff in the special needs field.

Hours of Operation:

Monday - Friday

8:30am -3:30pm

Reach Forward
3611 S Business Dr.
Sheboygan WI 53081

Recipient
Street Address
City, ST ZIP Code

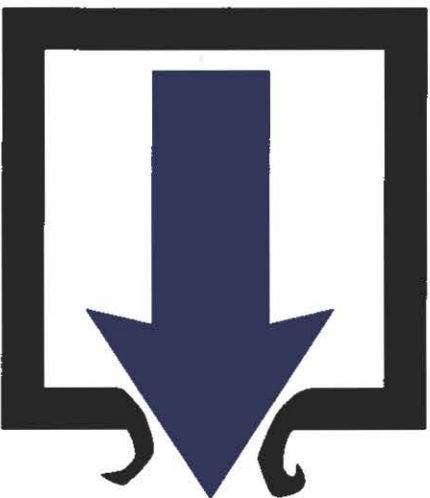
Tel 920.453.0505
Fax 920.453.0504

Check us out on Facebook at Reach Forward or online at
WWW.reachforward.net
Victoria.blahnik@reachforward.net



Reach Forward

Day Services



Mission Statement

Moving forward and reaching attainable goals by providing an environment which enhances the quality of our client's life through services and activities. We anticipate our client's needs by adapting an individualized approach and creating a structure which builds on their strengths.



- Bowling
- Library
- State Parks
- Pet Store
- Walks
- Zoo
- Farmers Market
- Movies
- Local events

Just some of the things we do in the community.



What do we do? Here is just some of the activities we enjoy at Reach Forward

Crafts ~ Puzzles ~ Cooking ~ Trivia ~ Physical activities ~ Music ~ Animals ~ Painting ~ Movies ~ Bingo ~ Games ~ World exploration ~ History ~ Current events ~ Home skills and More!

What people had to say about our Day Services

"She really likes it there! It feels very comfortable, lots of space to meet her needs. In the time she has been there she has done more outings than we ever thought possible."

-Nancy Anderson, Guardian

"It is very clean and homey. He really likes all the activities!"

-Paul Schilling, Brother-in-Law

Who Can We Serve

- Developmental Disabilities
- Brain Injuries
- Mental Illnesses
- Autism Spectrum
- Dementia
- Behavioral Support Needs
- Seizure Disorders
- Other Significant Medical Needs



CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional use application by Reach Forward, LLC to operate an adult day program at 1901 S. 8th Street. NC Zone

REPORT PREPARED BY: Steve Sokolowski

REPORT DATE: September 11, 2020

MEETING DATE: September 15, 2020

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:

Victoria and Bernard Blahnik are proposing to operate Reach Forward Day Program at 1901 S. 8th Street. The applicant states the following about the project:

- Reach Forward opened in March of 2017 and is currently located at 3611 S. Business Drive. Reach Forward has outgrown their present location and is considering purchasing the building at 1901 S. 8th Street. Dulmes Décor operated from 1901 S. 8th Street for 60 years but recently moved to their new building at 822 N. 14th Street. The 1901 S. 8th Street building/property has been vacant since Dulmes Decor moved to their new location earlier this year.
- The Reach Forward adult day program provides services for adults who are developmentally delayed and have special needs. Adult services are provided to those 18 years of age and older. The activities/classes include reading stories, craft projects, movies, puzzles, games, home skills, community outings, community volunteering, etc.
- We will be opening with eight (8) clients and four (4) fulltime staff and one (1) part time staff. At capacity we would have approximately 20 clients and eight (8) employees.
- Hours of operation are M-F 9:00am to 3:00pm for clients and 8:00am to 5:00pm for staff.
- There will be no exterior changes. In the interior they will be adding bathrooms and a breakroom to the main floor. We will be replacing the flooring in two (2) of the rooms.

- There would be a decrease in traffic and parking to the location compared to the previous Dulmes Décor business.
- A sign permit application will be submitted once the proof has been completed by The Sign Shop.
- Applicant indicated they selected this location to operate the adult day care because:
 - It is a large building and there is green space for outdoor activities.
 - It is located in a convenient location with a quiet setting.
 - There is a private entrance.
 - There is ample parking space for our purposes.
 - There are amenities close by parks/lake, library, etc.

STAFF COMMENTS:

The property is presently two (2) parcels:

- Parcel # 59281319740 - The building on 1901 S. 8th Street.
- Parcel # 59281319750 - The greenspace, accessory building and parking lot to the south of the main building.

The applicant will be required to combine these parcels so that the facility at 1901 S. 8th Street has the parking lot and the garage structure on one (1) parcel. The lot combination shall take place prior to Reach Forward receiving an occupancy permit to operate and occupy 1901 S. 8th Street.

The Plan Commission may want to have the applicant address:

- The applicant indicated they may have outdoor activities – what types of activities may be outdoors? Anything to be added or constructed in the future?
- The building has a 2nd floor apartment, will the apartment continue to be used?

ACTION REQUESTED:

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

1. Prior to operation/occupancy of the daycare, the applicant shall obtain an occupancy permit as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, State of Wisconsin certification, etc. An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant will obtain all required licenses to operate the adult day care facility.
3. Dumpsters shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen/enclose the dumpsters. Dumpster enclosure shall be completed prior to issuance of an occupancy permit.
4. Outdoor storage of materials, products or equipment shall be prohibited.

5. All ground level and rooftop mechanicals shall be screened and/or enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
6. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
7. If installing fencing, fencing shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance. Applicant shall work with staff with regards to constructing appropriate and well-designed fence/retaining wall and shall obtain the necessary permits prior to installation. Applicant shall install black vinyl coated fence. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
8. 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.
9. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet to the property line. Maximum height of the monument sign is 8 feet. Monument sign shall have an attractive base utilizing materials that match the design, colors, etc. of the building.
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. If applicant leases space to additional tenants, the tenants will obtain all necessary land use and building approvals/permits prior to occupancy (basement, 1st and/or 2nd floors).
12. An occupancy permit shall be issued only at such time as the applicant can provide documentation that the lots have been combined into one (1) parcel which has been officially recorded by Sheboygan County.
13. If there are to be any renovation to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such renovation.
14. 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. 59281107830

MAP NO. TBD

ZONING CLASSIFICATION: UR-12

Office Use Only

APPLICATION/FILE NO. _____

REVIEW DATE: 9/15/20

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

**CITY OF SHEBOYGAN
APPLICATION FOR
CONDITIONAL USE PERMIT**
Requirements Per Section 15.905
Revised May 2018

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

1. APPLICANT INFORMATION

APPLICANT: *Sheboygan Housing Authority*

ADDRESS: *611 N. Water Street, Sheboygan, WI 53081*

E-MAIL: *joe.rupnik@sheboyganha.com*

PHONE: (920) 459-3466 FAX NO. (920) 459-4097

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: *Eugene Wasserman Apartments*

ADDRESS OF PROPERTY AFFECTED: *611 N. Water Street*

LEGAL DESCRIPTION: _____

Lots 4 through 10, and Vacated Alley, Block 150, Original Plat, Located in the NW 1/4 of the SW 1/4 of Section 23, T15N, R23E, City of Sheboygan, Sheboygan County, Wisconsin.

BRIEF DESCRIPTION OF EXISTING OPERATION OR USE:

The existing area, address 919 New York Avenue, is currently UR-12 a single family residence. The parcel immediately adjacent to this house to the west is the parking lot for the Eugene Wasserman Apartments, address 616 N. Water Street. The lot for the apartments is also zoned UR-12.

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

The parcel located at 919 New York Avenue will be consolidated into the Eugene Wasserman Apartments parcel located at 611 N. Water Street by CSM. The lot that previously contained the house will be used to expand the parking lot for the apartments. The apartments are in need of additional parking. By code for new construction, the number of off-street parking spaces required on the lot for the Wasserman Apartments is 158 (104 single bedroom or less units @ 1.5 spaces per unit and one 2 bedroom unit @ 2 spaces per unit). There are currently 23 tenant stalls (one handicap), 5 public stalls, and 6 office staff stalls. The project will add 10 tenant stalls. The existing house will be demolished. No additional access points to the parking lot will be added. Tenants of the Wasserman Apartments will be use the parking lot. Construction is expected to start this fall and be completed this year.

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

No variances from the zoning ordinance are requested.

3. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

How is the proposed conditional use (independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Sheboygan Comprehensive Master Plan? _____

Adding parking to the Wasserman Apartments is consistent with the Master Plan goal of promoting infill development and redevelopment and enhancing the quality of life for people in existing neighborhoods. Expanding the parking lot will free up space on the city streets while improving access to the apartments for residents.

Does the conditional use, in its proposed location, result in any substantial or undue adverse impact on nearby property the character of the neighborhood, environment, traffic, parking, public improvements, public property or rights-of-way?

No. The conditional use expands an existing parking lot area into adjacent land. This land use is consistent with land use already present in the neighborhood. This project will also expand the amount of parking available to residents of the apartments, freeing up space in the right-of-way. Site lighting will be directed onto the parking lot and will not scatter onto neighboring properties or rights-of-way. Screening, in the form of fences and landscaping, will visually shield the parking lot from neighboring properties and rights-of-way and will enhance the existing property.

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

The existing land use immediately adjacent to the proposed conditional use is parking lot. The proposed conditional use expands this existing use into a new area.



Donohue & Associates, Inc.
3311 Weeden Creek Road | Sheboygan, WI 53081
920.208.0296 | donohue-associates.com

August 31, 2020

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

Re: Eugene Wasserman Apartments Parking Improvements

Dear Plan Commission Members:

The Eugene Wasserman Apartment facility is in need of additional parking. A vacant nearby parcel was recently purchased by the Housing Authority with the intent of developing the space into additional parking. The parcel located at 919 New York Avenue will be consolidated into the Eugene Wasserman Apartments parcel located at 611 N. Water Street by CSM. The lot that previously contained the house will be used to expand the parking lot for the apartments. Construction is expected to start this fall and be completed this year.

The existing area, address 919 New York Avenue, is currently UR-12 a single family residence. The parcel immediately adjacent to this house to the west is the parking lot for the Eugene Wasserman Apartments, address 616 N. Water Street. The lot for the apartments is also zoned UR-12. By code for new construction, the number of off-street parking spaces required on the lot for the Wasserman Apartments is 158 (104 single bedroom or less units @ 1.5 spaces per unit and one 2 bedroom unit @ 2 spaces per unit). There are currently 23 tenant stalls (one handicap), 5 public stalls, and 6 office staff stalls. The project will add 10 tenant stalls. The existing house will be demolished. No additional access points to the parking lot will be added. Tenants of the Wasserman Apartments will use the new parking spaces.

Adding parking to the Wasserman Apartments is consistent with the Master Plan goal of promoting infill development and redevelopment and enhancing the quality of life for people in existing neighborhoods. Expanding the parking lot will free up space on the city streets while improving access to the apartments for residents.

There will be no substantial or undue adverse impact on nearby property the character of the neighborhood, environment, traffic, parking, public improvements, public property or rights-of-way. The conditional use expands an existing parking lot area into adjacent land. This land use is consistent with land use already present in the neighborhood. This project will expand the amount of parking available to residents of the apartments, freeing up space in the right-of-way. Site lighting will be directed onto the parking lot and will not scatter onto neighboring properties or rights-of-way. Landscaping, will visually shield the parking lot from neighboring properties and rights-of-way and will enhance the existing property. A fence will be added at the top of the retaining wall to protect from falling.

Sincerely,

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

Joe Holzwart,
Project Manager

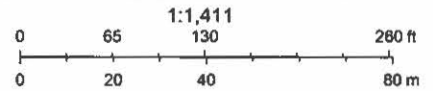
Copy: Joe Rupnik, City of Sheboygan Housing Authority

PROJECT AREA AND ZONING



8/5/2020, 4:41:15 PM

- TaxParcel
- Green: Band_2
- Red: Band_1
- Blue: Band_3
- Road Centerlines
- Orthos2019



Copyright © 2013 National Geographic Society, I-cubed

PERMIT REVIEW

Revision Number	Revision Description	Drawn By	Checked By	Date

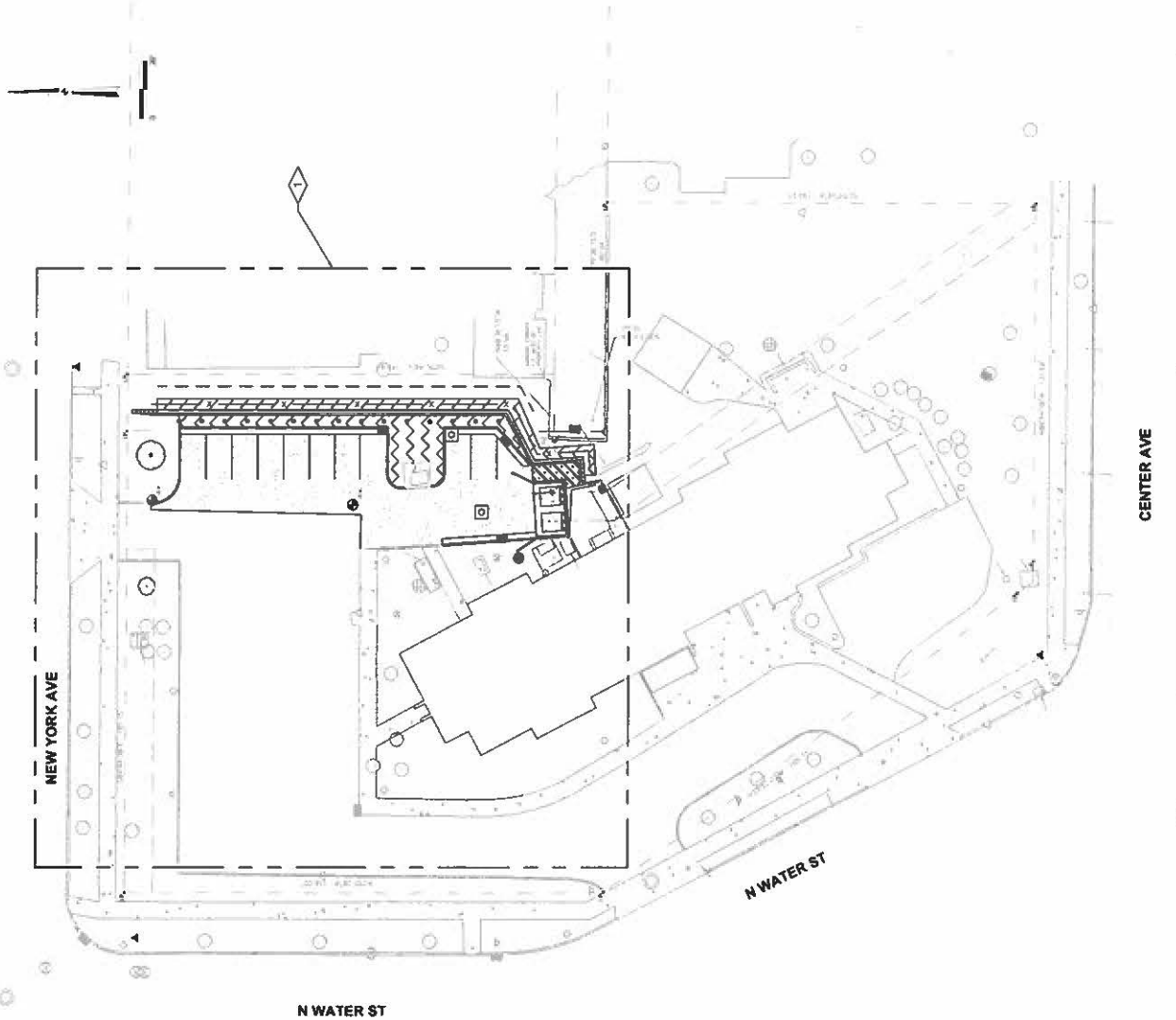
CITY OF SHEBOYGAN HOUSING AUTHORITY
 EUGENE WASSERMAN APARTMENTS
 PARKING IMPROVEMENTS
 SHEBOYGAN, WISCONSIN
 SITE DEVELOPMENT
 PROPOSED CONDITIONS KEY PLAN

DONOHUE
 Surveyors
 4
 Drawing No.
 002-CK-2

Designed By	BEG
Drawn By	BEG
Checked By	BUR
Approved By	JCH
Examinee	002-CK-2
Project No.	13761
Project Date	AUG 2020

GENERAL NOTES:
 1. WASSERMAN APARTMENT PROPERTY AND ALL NEIGHBORING PROPERTIES WITHIN BLOCK ARE ZONED URBAN RESIDENTIAL-12 (UR-12)

PLAN NOTES:
 1. SITE DEVELOPMENT OF CIL, CE, CG, CP, EN

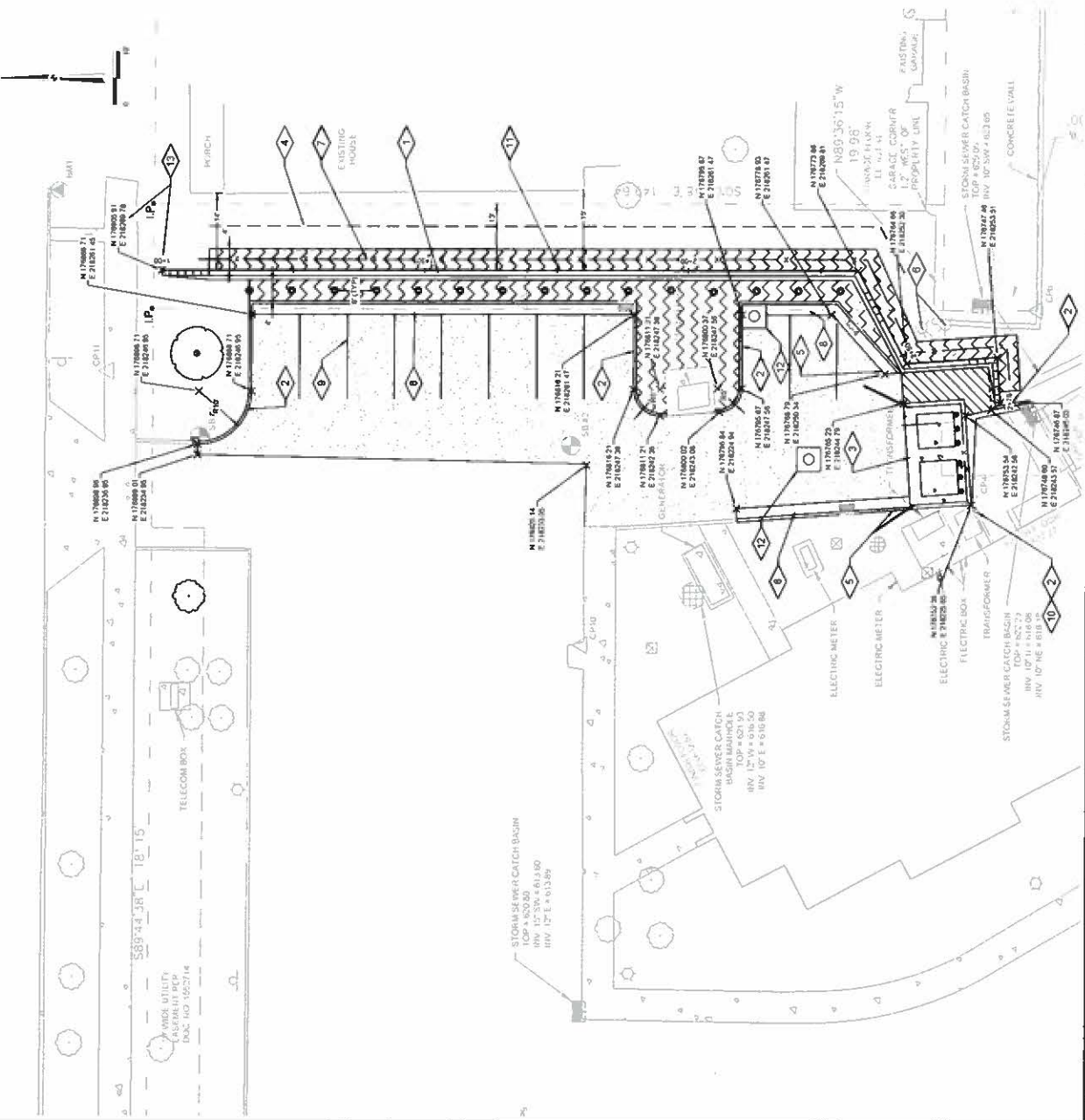


GENERAL NOTES:

1. CONTRACTOR TO INSTALL MODULAR BLOCK WALL AND GEORGD REINFORCEMENT IN CONFORMANCE WITH DETAIL C-101. SEE DETAIL C-101 FOR WALL SPECIFICATION SECTION 03 32 33.
2. ALL OUTLINED AREAS NOT INDICATED TO BE RESTORED WITH PAVEMENT OR MULCH SHALL BE RESTORED IN ACCORDANCE WITH DETAIL C-102.

PLAN NOTES:

1. MODULAR BLOCK RETAINING WALL SEE DETAIL C-101 DRAWING 002-CFL-2
2. 4" CONC. CURB SEE DETAIL C-103
3. CURB PAVED PAD SEE DETAIL C-104
4. APPROXIMATE LIMITS OF GEORGD REINFORCEMENT FOR RETAINING WALL AT FULL WALL HEIGHT (TYP)
5. TAPER CURB TO MATCH EXISTING ON PROPOSED ELEVATIONS SEE DETAIL C-105
6. COORDINATE POLE RELOCATION HOLDING WITH UTILITY
7. 8 FT TALL POWDER COATED STEEL ARCHITECTURAL FENCE BY OMEGA FENCE SYSTEMS OR EQUAL. COLOR BLACK 7" HIGH POSTS. GAUGE WIRE SEE DETAIL C-106
8. CURB & OUTER JAMB TYPE: SEE DETAIL C-107
9. 1" TAPER CURB POLE CLAMPER PAD ELEVATION TO CLAMPER STALLS 8" WIDE BY 18" DEEP (TYP)
10. TOP OF WALL: ALGUMENT AT BACK TOP OF WALL SEE DETAIL C-101 FOR PROFILE
11. ACCESS TO UNDERGROUND BOTTLENECK DETENTION SYSTEM SEE DRAWINGS 999-C-6 TO 999-C-10 FOR DETAILS
12. RETAINING WALL NORTH AND EASTING CALL OUTS ARE LOCATED AT THE BACK TOP OF WALL. (TYP) STATIONING IS LOCATED AT THE TOP/BACK TOP OF WALL.



RESTORATION LEGEND

- PROPOSED ASPHALTIC PAVEMENT AND BASE, SEE DETAIL C-103
- PROPOSED LANDSCAPE HARDWOOD MULCH
- PROPOSED CONCRETE SIDEWALK, SEE DETAIL C-104

PLANT SCHEDULE

BOTANICAL NAME	COMMON NAME	SIZE
ACER BACCHARUM	BACULAR MAPLE	7' CALIPER
PRUNUS VIRGINIANA	CHOCOE CHERRY	8' TALL
JUNIPERUS OMBRIPIENS	MANEY JUMPER	18" TALLANCE

STREET FRONTAGE

PLANT	QTY	POINT VALUE	TOTAL POINTS
SUGAR MAPLE	1	75	75
CHOCOE CHERRY	1	15	15
TOTAL			90
NEEDED			90

PAVED AREAS

PLANT	QTY	POINT VALUE	TOTAL POINTS
SUGAR MAPLE	1	75	75
MANEY JUMPER	15	5	75
TOTAL			150
NEEDED			150

PERMIT REVIEW

CITY OF SHEBOYGAN HOUSING AUTHORITY
EUGENE WASSERMAN APARTMENTS
PARKING IMPROVEMENTS
SHEBOYGAN, WISCONSIN
SITE DEVELOPMENT
FACILITIES AND LANDSCAPING PLAN



Donohue Inc.
Drawing No. 6
Project No. 0002CFL DWG
SJA
REVISION
Checked By: BELGOTT
Drawn By: BELGOTT
Designed By: SJA
Approved By: JCH
Project No: 13781
Project Date: AUG 2020

002-CFL-1

Designed By	BEG
Drawn By	RE-GYT
Checked By	JUN
Approved By	JCH
Permit No.	000231 DWG
Project No.	13781
Project Date	AUG 2020

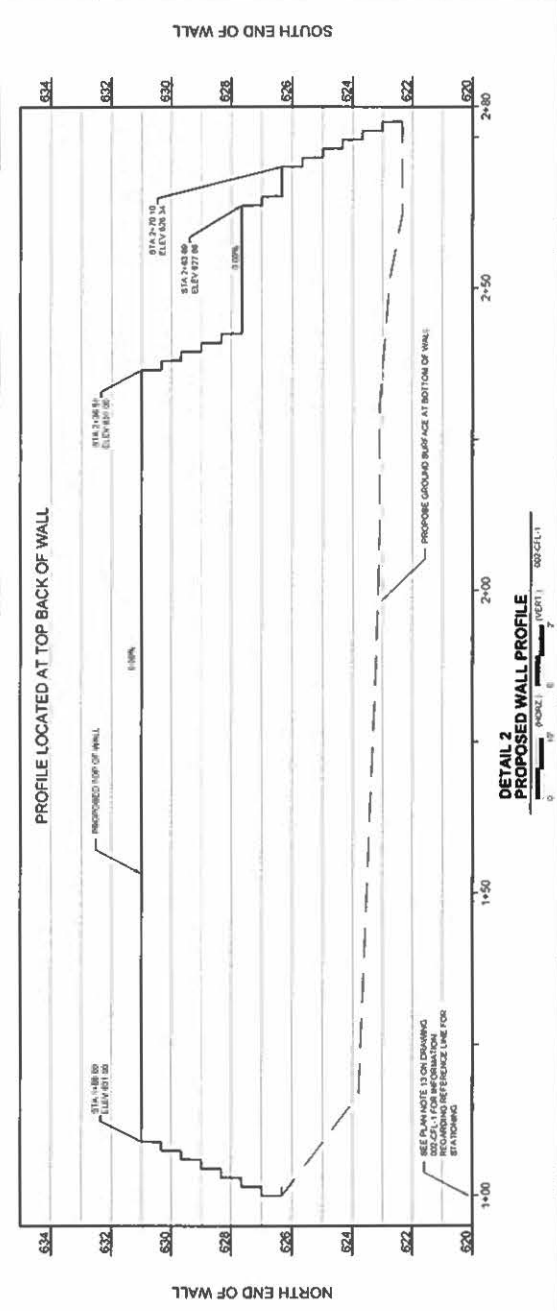
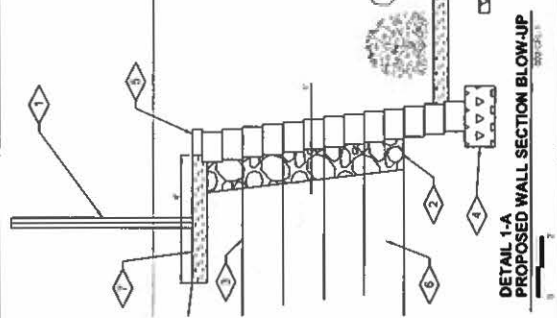
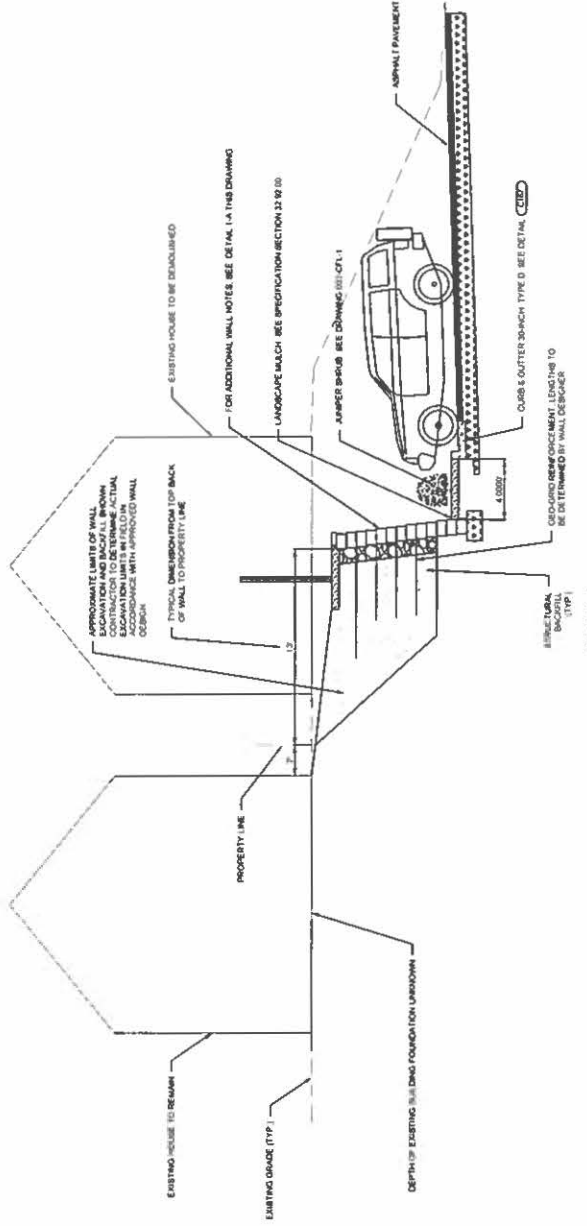
Reason for Review: **PERMIT REVIEW**

CITY OF SHEBOYGAN HOUSING AUTHORITY
EUGENE WASSERMAN APARTMENTS
PARKING IMPROVEMENTS
SHEBOYGAN, WISCONSIN
SITE DEVELOPMENT
FACILITIES AND LANDSCAPING PLAN

DONOHUE
 Drawing No. 7
 002-CFL-2

- GENERAL NOTES:**
- CONSTRUCT WALL IN ACCORDANCE WITH SPECIFICATION SECTION 32 32 30
 - CONSTRUCT WALL IN ACCORDANCE WITH SPECIFICATION SECTION 32 32 30

- PLAN NOTES:**
- 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-A
 - 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-B
 - 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-C
 - 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-D
 - 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-E
 - 4" FILL POWERS COATED STEEL ARCHITECTURAL BRACKET SHALL BE INSTALLED IN ACCORDANCE WITH DETAIL 1-F

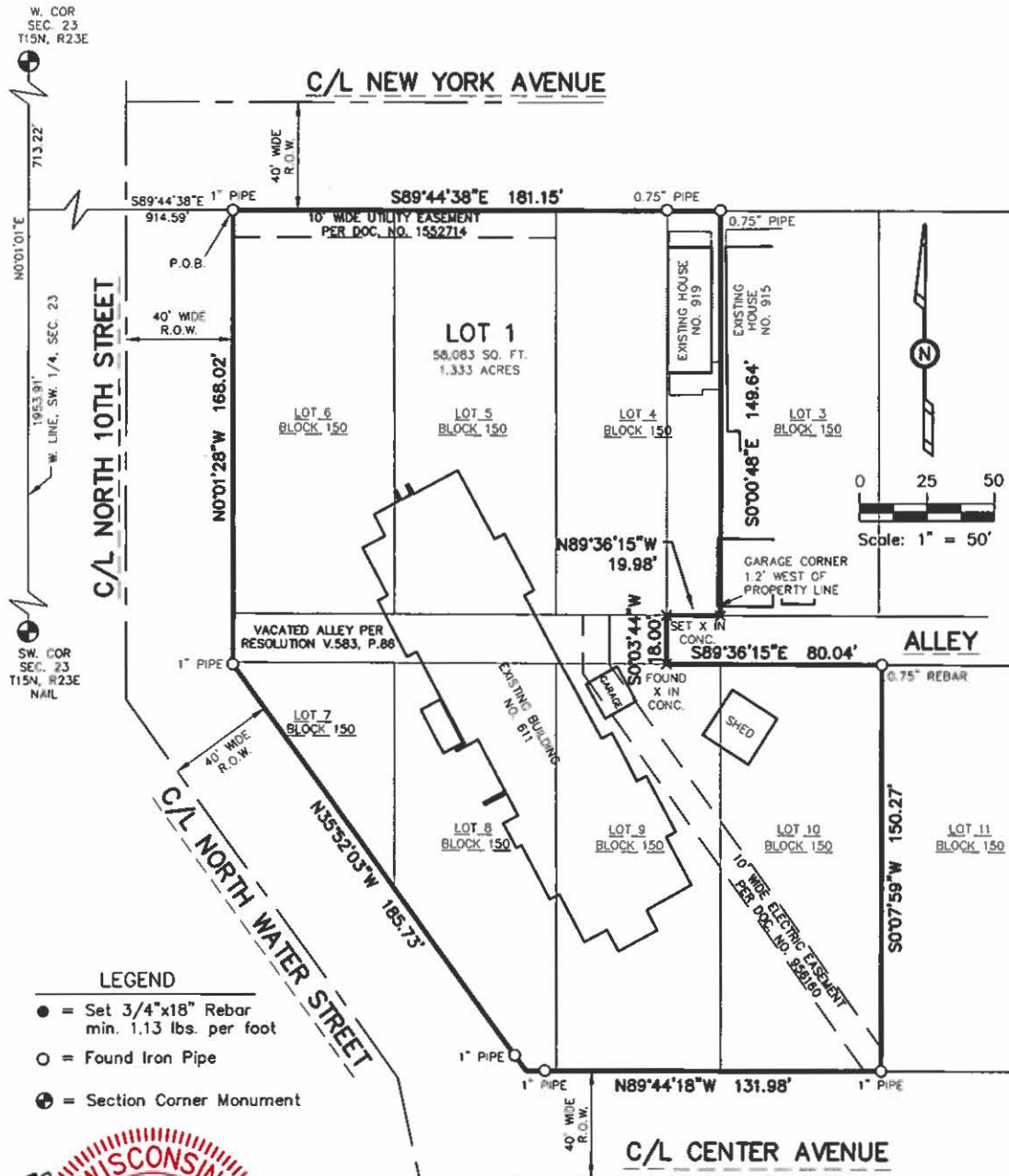


DETAIL 1
PROPOSED WALL SECTION

DETAIL 2
PROPOSED WALL PROFILE

CERTIFIED SURVEY MAP

LOTS 4 THROUGH 10, AND VACATED ALLEY, BLOCK 150, ORIGINAL PLAT, LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 23, T15N, R23E, CITY OF SHEBOYGAN, SHEBOYGAN COUNTY, WISCONSIN.



- LEGEND**
- = Set 3/4"x18" Rebar min. 1.13 lbs. per foot
 - = Found Iron Pipe
 - ⊕ = Section Corner Monument



NOTES:

OWNER AND SUBDIVIDER:
HOUSING AUTHORITY OF THE
CITY OF SHEBOYGAN, WISCONSIN

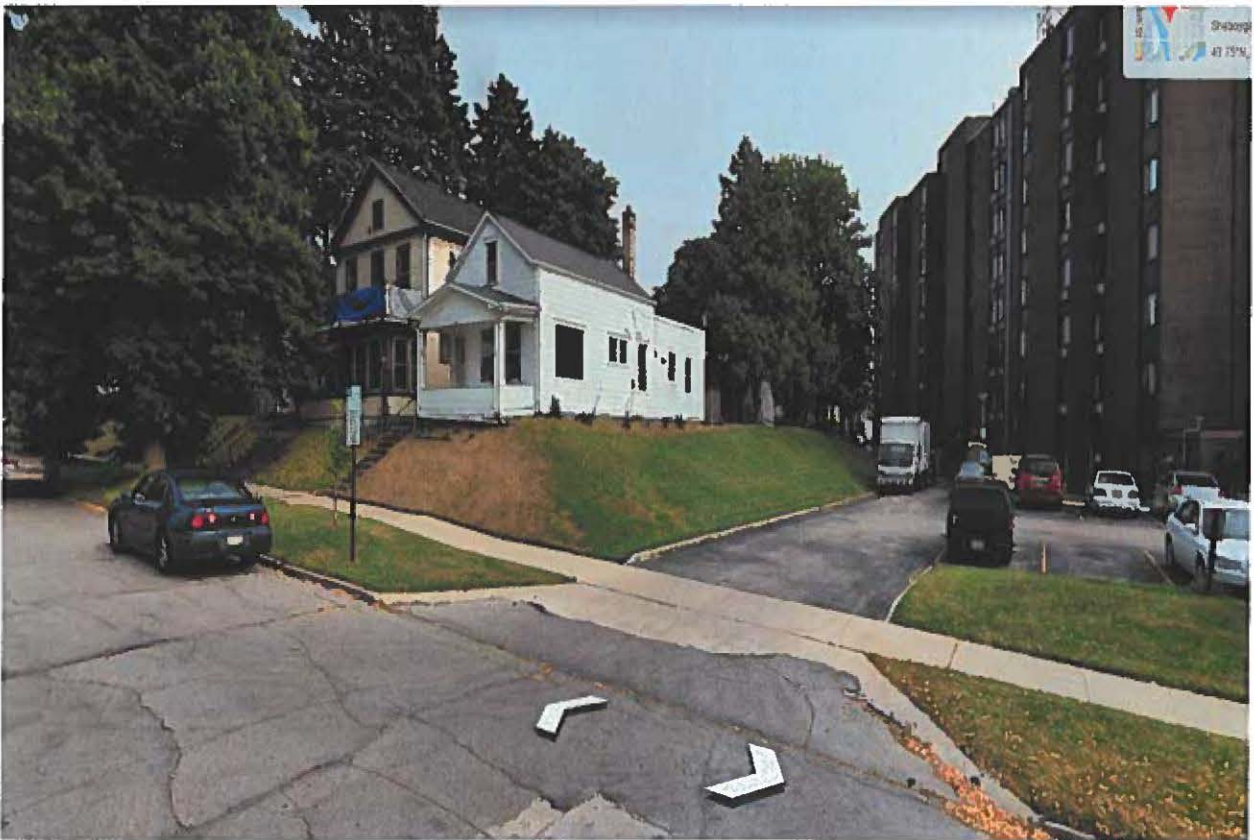
BEARINGS ARE BASED ON THE WEST LINE OF THE SW 1/4 OF SECTION 23, T15N, R23E, AS BEING N0°01'01"E PER THE SHEBOYGAN COUNTY COORDINATE SYSTEM.

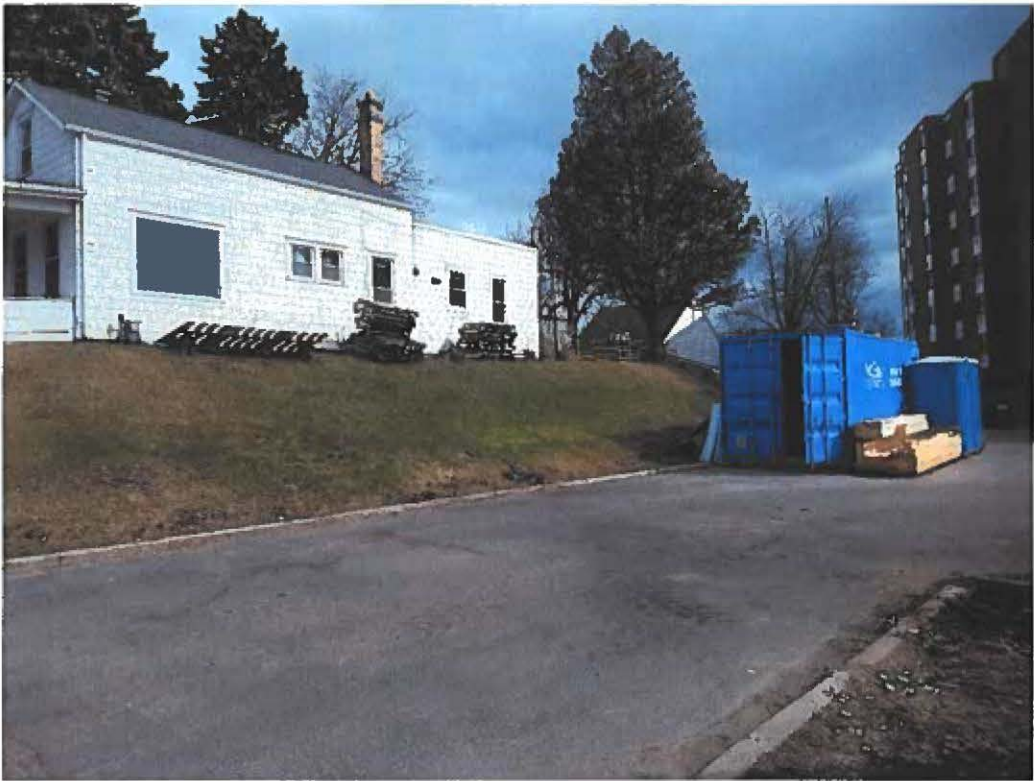


941 Center Avenue, Suite 1
Oostburg, WI 53070
920-547-0599

CEDAR CREEK SURVEYING, LLC
www.cedarcreeksurveying.com

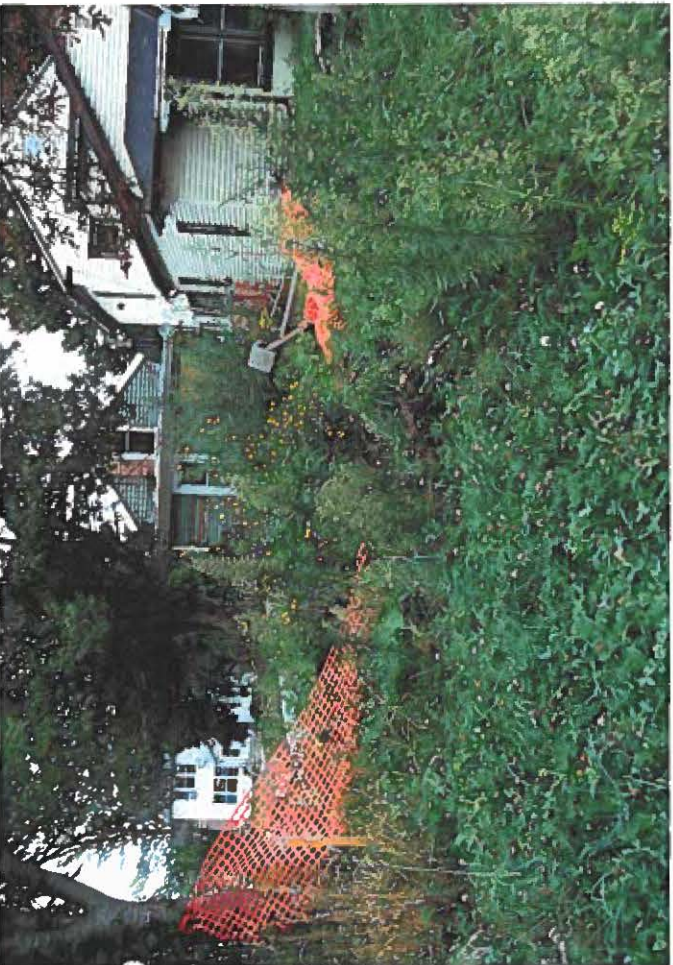
FILE No.: 2020067 DATE: 8/7/2020 SHEET: 1 OF 3















CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional Use and variance application by the Sheboygan Housing Authority to construct a parking lot addition at the Wasserman Apartments located at 611 N. Water Street. UR-12 Zone

REPORT PREPARED BY: Steve Sokolowski

REPORT DATE: September 11, 2020

MEETING DATE: September 15, 2020

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 Housing Authority is proposing to construct a parking lot addition at the Wasserman Apartments located at 611 N. Water Street. The applicant states the following about the project:

- The Sheboygan Housing Authority recently purchased the property at 919 New York Avenue. This is a 3,000sf (20 x 150) single-family lot. The property has a very tired and weathered single-family dwelling and a yard that has not been well maintained. The Sheboygan Housing Authority purchased the property because the Wasserman Apartments need additional parking and this property is directly east of their parking lot.
- The applicant is proposing to demolish the house and combine the parcels in order to construct 10 additional parking spaces for the Wasserman Apartments (No additional access points to the parking lot will be added). Construction is expected to start this fall and be completed this year.
- There are currently a total of 34 parking spaces (23 tenant stalls, 5 public stalls, and 6 office staff stalls). The project will add 10 tenant stalls so the new total will now be 44 parking spaces. Tenants of the Wasserman Apartments will use the new parking spaces. Expanding the parking lot will free up space on the city streets while improving access to the apartments for residents.
- Site lighting will be directed onto the parking lot and will not scatter onto neighboring properties or rights-of-way.

- Landscaping, will visually shield the parking lot from neighboring properties and rights-of-way and will enhance the existing property.
- Because the property is much higher, a significant amount of grading will be required and a new retaining wall will be constructed. A fence will be added at the top of the retaining wall to protect from falling.
- The proposed development consists of providing about 3,327sf of hard surface will be added for the parking lot including asphalt, curb & gutter, sidewalk and the retaining wall.

The applicant indicates the following about the Wasserman Apartments:

- There are a total of 105 units - 33 are larger 1-bedroom units, one (1) is a 2-bedroom unit and the remaining 71 are smaller 1-bedroom units. The unit count has not changed.
- They have been working on repair to the brick work on the interior and exterior of the building. Asbestos panels have been removed below the window panes and replaced. The interior of the units have been completely gutted and remodeled, including plumbing (showers, faucets and water supply lines), cabinetry, electrical service, flooring and window coverings. New appliances have provided (stoves, refrigerators, air conditioners) along with installing ceiling fans in all living and bedrooms. We are updating and remodeling community spaces for the enjoyment of tenants and their guests, which includes new plumbing, cabinetry, flooring, and electrical service. We have included handicapped accessible units in the design which we did not have prior to the remodeling, helping to meet a need in our community. The current cost of the renovation is \$15,142,818.00.
- The improvements in the building are designed to extend the useful life of the building for low and moderate income residents of the City of Sheboygan for the next 35 years while vastly improving their quality of life. We are providing all utilities in the charge for rent, adding air conditioners at no cost and providing wireless internet access allowing them greater ability to connect. They will basically have a new apartment that is safe, clean and sanitary.
- Parking is severely limited. When the building was constructed in 1968, most elderly and disabled tenants did not have vehicles and there was no plan for expansion of parking as there was no foreseeable need. Since then, about half of our tenants have vehicles with very limited off street parking. Our tenants need to use street parking which increases congestion for street parking in the neighborhood.
- We have very limited off street parking. This will allow for more accessible parking, which will be closer to the building and will open up street parking for guests and neighbors. This proposal will help significantly in decreasing demand from our tenants for street parking which will be better for our neighborhood.

STAFF COMMENTS:

The additional off-street parking will help this neighborhood especially now that the Kingsbury Apartments are being developed on the west side of N. 10th Street.

The applicant has provided a Certified Survey Map (CSM) showing how the former single-family dwelling located at 919 New York Avenue is being incorporated into the Wasserman Apartments lot at 611 N. Water Street.

The CSM appears to indicate the neighbor's garage to the east at 915 New York Avenue encroaches onto the new Wasserman Apartment property by 1.2 feet (the new common property line). Appears garage has been in this location for years.

The Sheboygan Housing Authority needs to understand that the site plan must exactly match the property they obtain for the proposed parking lot addition. Building permits shall be issued only at such time as the applicant can provide official documentation from the County that these properties have been combined into one parcel as depicted on the site plan drawings submitted by the Housing Authority.

The applicant is requesting the following variance:

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

ACTION REQUESTED:

Staff recommends approval of conditional use and variance 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.
7. 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.
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/retaining wall 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. It will be the applicant's responsibility to work with all private and public utilities in order to provide easements and/or relocate utilities as necessary.
12. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, landscape boulevard, pavement, utilities, retaining walls, street trees, etc.).

13. 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.
14. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.
15. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
16. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
17. Absolutely no portion of the site improvements shall cross property lines (parking, fencing, signs, landscaping, retaining wall, etc.).
18. The Conditional use permit is approved if and only if the City of Sheboygan Department of City Development and/or Planning Commission approve the Certified Survey Map (CSM) reconfiguring lot lines and/or creating the parcels as proposed.
19. City Development staff will sign the proposed CSM only if the proposal exactly matches the approved development plan/property layout.
20. Applicant shall submit a Certified Survey Map (CSM) that meets the City of Sheboygan Subdivision Ordinance.
21. Building permits shall be issued only at such time as the applicant can provide documentation from Sheboygan County that the CSM has been officially recorded and that the lots as depicted on the approved site plan have been created.
22. 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.

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Conditional Use and variance application by Sheboygan Christian School to construct a new building addition and parking lot addition at 929 Greenfield Avenue. SR-5 Zone

REPORT PREPARED BY: Steve Sokolowski

REPORT DATE: September 11, 2020

MEETING DATE: September 15, 2020

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 Christian School is proposing to construct a new building addition and parking lot addition at 929 Greenfield Avenue.

The current site is used for the Sheboygan Christian High School (SCS), 9 through 12 grade learning. The proposed addition will now include K through 8 grade students, as well as the existing high school students so that all SCS students will learn under the same roof. This will result in a much smoother transition from one grade to the next, plus it will be easier for parents that drop off and pick up their children.

SCS serves more than 300 students from over 35 different area churches to achieve its mission working in partnership with the Christian community, using a biblical perspective to integrate academic excellence with Christ-centered learning to prepare students hearts and minds for service in God's world.

SCS recognizes the importance of adequate facilities and infrastructure to effectively carry out their mission. Assessing their current reality, the following needs were determined:

- SCS lacks workspace for group projects and individual instruction at the elementary campus. Individual instruction often happens in the vestibules where distractions are high and learning is diminished.
- SCS does not have a dedicated space for art or music at the elementary campus. Art "class" is forced to move from classroom to classroom with materials on a traveling cart, and music classes for the lower elementary level meet in individual classrooms.

The middle school choir and band meet in the gym, and individual lessons are provided in small, converted office spaces.

- SCS lacks access to current technology and infrastructure, limiting educational efficiencies and learning opportunities.
- SCS lacks greenspace at the elementary campus. This creates safety issues because the space is a shared parking lot adjacent to two active city streets and is not large enough to accommodate our student population.
- Operating from two (2) campuses results in inefficiencies and compromises the unity we try to promote via chapels, assemblies and special events.
- Outdated and limited facilities put us at a competitive disadvantage relative to student recruitment and retention as many perceive the limited facilities restrict the quality of education and offerings.

SCS believe a unified campus at the high school location addresses three (3) important solutions to SCS's strategic goals:

1. Educational Facilities and Enhancement

By adding a preK-5 wing onto the existing high school, adding/renovating classrooms for the middle school, creating common and green spaces for students, adding additional space to accommodate the extracurricular activities of our school, and upgrading technology, SCS will ensure students, teachers and staff have first rate facilities where student's educational experiences can be maximized and position itself to serve current and future generations of students.

2. Enrollment Growth and Retention

A unified campus will enhance our school's appeal for families to enroll for the first time and promote higher retention rates between the middle school and high school levels.

3. Increased Stewardship and School Unity

A unified campus will allow for efficiencies for staff members who commute between the two campuses. Additionally, a unified campus will promote school spirit and unity through high/elementary school mentorship programs, easier scheduling of all school chapels, assemblies, gatherings for the arts/music, athletics and special events.

Site improvements include:

- The current Christian High School located on the south side of Greenfield Avenue has had numerous additions over the years. The original facility was built as a pre-engineered metal building in 1971. The facility has been added on 3 times over the past 49 years. Each addition has been a pre-engineered metal building with different metal panel profiles and colors. The new 40,000sf addition will again be a pre-engineered metal building. The new addition will wrap much of the existing facility on the north and east side of the building. This gives us the opportunity to completely change the feel of the existing facility

from the public side. It is our intent to bring the scale of the building down and break up the façade using different types of materials. We do not want this to feel or look like a large metal building when we are complete.

- The existing site consists of a 48,000sf high school. The new addition is 40,000sf so the school facility will now be 88,000sf.
- The existing parking lot is 53,000sf and has 141 stalls. The applicant is proposing to add an additional 43 parking spaces along the front of the property adjacent to Greenfield Avenue (approximately 12,000sf of new asphalt). Thus, there will now be a total of 184 parking spaces.
- The greenspace located to the south of the existing building consists of approximately 113,000sf of wetlands.
- The entire site will be graded such that developed storm water runoff will be directed away from the building and into a new stormwater management pond to be located on the west side of the existing parking lot.

The applicant states:

- Currently the high school campus is used for education of our Middle School and High School Students, Sporting Events and Community Events.
- Education Hours are 7:45am to 3:20 PM. School activities vary throughout the year therefore the school and grounds are open later for those activities.
- SCS would like to start construction as early as October 2020 pending approvals.
- SCS would like to open the school beginning the school year on August 25, 2021.
- A future 2nd phase would be to update the insides of the existing building.

STAFF COMMENTS:

Sheboygan Christian School owns single-family properties at 823 and 829 Greenfield Avenue which are to be demolished as part of the development. Mary and Melvin Elgersma own a single-family property at 815 Greenfield Avenue. Sheboygan Christian School and the Elgersma are working together to swap some property which will impact the current property configurations. Sheboygan Christian School annexed this portion of property in order to have additional land for the school expansion project (northeast part of the site plan). The Elgersma's will continue to keep their single-family dwelling in the Town of Wilson.

There is a section of property owned by a different property owner at 1009 Greenfield Avenue (northwest corner of the property). Sheboygan Christian School site plan shows that they intend on acquiring and utilizing this portion of property for storm water purposes. In principle it appears there is an agreement between the parties, however, staff is not aware if SCS has acquired this property.

The applicant has submitted site plans based on SCS acquiring these properties. SCS needs to understand:

- That the site plan must exactly match the property they obtain for the proposed addition. Building permits shall be issued only at such time as SCS can provide official documentation from the County that SCS has acquired these properties and combined all these properties into one parcel as depicted on the site plan drawings submitted by SCS.

OR

- If this property is not acquired or the amount of property acquired is different than the approved site plan, SCS will have to resubmit their conditional use application that accurately depicts exactly where the improvements are to be constructed (there are variances that would be required if utilizing the existing property line).

The applicant shall work with the Fire Department to meet all Fire Department requirements.

There will likely be new signage that will be installed but no formal sign package has been submitted at this time.

The SCS property does have designated wetlands on the property and all structures shall be located outside of the wetlands.

The applicant is requesting the following variance:

- To have a six (6) foot fence in the front/street yard – A fence may be four (4) feet high and 50% open in the front/street yard.

The applicant is making this request to ensure the safety of children because the new paved area will also be utilized as a play area during school hours. A six (6) foot high fence will keep playground equipment (balls, etc.) and the students inside the play area instead of on the adjoining Greenfield Avenue.

- Requesting a variance from the locational landscaping requirements - Applicant shall meet the four (4) locational landscaping requirements.

ACTION REQUESTED:

Staff recommends approval of the conditional use permit and variances 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, health, water, sewer, storm drainage, wetlands/DNR, etc. (Applicant shall be in contact with building inspection, fire, police, etc.). An occupancy permit will be granted only at such time as the applicant has met all requirements.
2. Applicant shall obtain all necessary razing permits for all structures to be demolished. Once structures have been demolished, the applicant will maintain the site(s) in a clean and dust free condition.
3. It is the applicant responsibility to insure all construction takes place outside of the areas designated wetlands. Applicant may only impact areas designated as wetlands if and

only if they have written documentation (license, permit, etc.) from the DNR permitting them to do so.

4. Submittal/approval of a proposed storm drainage plan prior to building permit issuance.
5. Submittal/approval of a landscape plan prior to building permit issuance. The proposed landscape and bufferyard plan shall provide a legend that shows how the four (4) landscape criteria are being met (create a legend along with the landscape plan site plan). Landscaping shall be installed prior to issuance of an occupancy permit.
6. Dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
7. Outdoor storage of materials, products or equipment shall be prohibited.
8. 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.).
9. All new lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent streets and/or properties.
10. Applicant shall work with staff with regards to appropriate signage. Only at such time as the sign package has been reviewed and approved may the applicant obtain sign permits to install the proposed signage. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
11. Applicant shall to install individual letter signs – no cabinet or flat panel signs.
12. Applicant shall be permitted a freestanding monument sign for the site. Minimum setback of a monument sign is 12 feet. Maximum height of the monument sign is 8 feet. Sign shall be located outside of the 15 foot vision triangle.
13. Fencing/retaining wall shall be installed per Section 15.720(3)(c) of the City of Sheboygan Zoning Ordinance. Applicant shall work with staff with regards to constructing appropriate and well-designed fence/retaining wall and shall obtain the necessary permits prior to installation. If staff has any concerns with proposed signage design, the matter may be brought back to the Plan Commission for their consideration.
14. Applicant shall install black vinyl coated fence and the maximum height of fence shall be six (6) feet high (peak of fence to grade) in the front yard along Greenfield Avenue.
15. Fence shall be located on the Sheboygan Christian School property and shall meet the minimum one (1) foot setback to all front/street property lines. Applicant is responsible for knowing where their lot lines are.
16. All areas used for parking or maneuvering of vehicles shall be paved. Applicant shall meet required paving setbacks of 10 feet to the front/street and five (5) feet to the side and rear.
17. All areas that are not required to be paved shall be landscaped with grass and/or approved landscaping.
18. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
19. Any work within City of Sheboygan Public rights-of-way shall be discussed with the City Engineering Department and constructed to standard City specifications (including, but not limited to, new street improvements, new and/or closed ingress/egress driveway openings, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
20. 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.
21. Applicant will provide adequate public access along public streets and will take all appropriate actions to minimize the time period that these streets will be closed/affected.
22. Applicant shall immediately clean any and all sediments, materials, tracking, etc. that may be spilled off-site on private or public lands and streets.

23. Streets and infrastructure damaged and/or disturbed during construction of all private and/or public improvements shall be promptly repaired by the applicant.
24. All vehicles, equipment, materials, products, etc. shall be located on the applicant's property (no storage on public rights-of-way).
25. City Development staff will issue a building permit only if the applicant has adequately satisfied all concerns related to the Sheboygan Fire Department, including but not limited to fire lane access at the site, sprinkler systems, hydrants, water pressures, etc.
26. The Conditional use permit is approved if and only if the City of Sheboygan Department of City Development and/or Planning Commission approve reconfiguring lot lines and/or creating the parcels as proposed by the applicant per the approved site plan.
27. City Development staff will approve building permit issuance if the proposal exactly matches the approved development plan/property layout. If there are any amendments to the approved site plan and/or parcel configuration, the applicant will have to submit an amended conditional use permit for review by the City of Sheboygan Plan Commission that accurately reflects any and all changes.
28. Building permits shall be issued only at such time as the applicant can provide documentation that the lots/properties have been combined into the one (1) parcel which has been officially recorded by Sheboygan County.
29. Prior to building permit issuance, the City of Sheboygan Architectural Review Board shall review/approve all proposed structures.
30. If there are any amendments to the approved conditional use permit (including but not limited to site plan, architectural design, use, etc.), the applicant will be required to submit a new conditional use application reflecting those amendments.

ATTACHMENTS:


Conditional Use Permit Application and required attachments.

PARCEL NO. 321760
MAP NO. _____
ZONING CLASSIFICATION: SR-5

Office Use Only

APPLICATION/FILE NO. _____
REVIEW DATE: 9/15/20

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

CITY OF SHEBOYGAN
APPLICATION FOR
CONDITIONAL USE PERMIT 
Requirements Per Section 15.905
Revised May 2018

Completed application is to be filed with the Department of City Development, 828 Center Avenue, Suite 208. To be placed on the agenda of the City Plan Commission, application must be filed two weeks prior to date of meeting. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) is not submitted along with a complete and legible application. Application filing fee is non-refundable.

1. APPLICANT INFORMATION

APPLICANT: Abacus Architects, Inc. - Mathew Weiss
ADDRESS: 1135A Michigan Ave, Sheboygan E-MAIL: mweiss@abacusarchitects.net
PHONE: (920) 452-4444 FAX NO. ()

2. DESCRIPTION OF THE SUBJECT SITE/PROPOSED PROJECT

NAME OF PROPOSED/EXISTING BUSINESS: Sheboygan Christian School K-8 Addition
ADDRESS OF PROPERTY AFFECTED: 929 Greenfield Ave, Sheboygan, WI 53081
LEGAL DESCRIPTION: Refer to A200 - Boundary/Topographic Survey

BRIEF DESCRIPTION OF **EXISTING** OPERATION OR USE: _____
Educational - 9th-12th grade only (Conditional Use)

DETAILED DESCRIPTION OF **PROPOSED** OPERATION OR USE INCLUDING ANY CHANGES TO THE EXISTING USE: _____
Educational - K-12th grade (Conditional Use)

BRIEF DESCRIPTION OF ALL REQUESTED VARIANCES FROM PROVISIONS OF THE ZONING ORDINANCE, WHICH ARE RELATED TO THE PROPOSED OPERATION OR USE: Variance requested for the fence.

The proposed use of this site will continue to be educational, which is a conditional use

for the suburban residential-5 district. Variance requested for locational landscaping within the utility easement along Greefield Ave. Please refer to the enclosed narrative for additional information.

SITE NARRATIVE - CONDITIONAL USE APPLICATION
August 17, 2020

PROJECT NAME AND ADDRESS

Sheboygan Christian School K-8 Addition
929 Greenfield Ave
Sheboygan, WI 53081

PROPERTY INFORMATION

The main parcel associated with this project is 59281321760. The project also involves neighboring parcels, but the parcel IDs have not been updated on the Sheboygan County IMap to reflect the recent annexation.

ZONING

The property is zoned as Suburban Residential-5 (SR-5).

The zoning requirements associated with the SR-5 district for a non-residential development are as follows:

Building to Front or Street Side Lot Line:	30 feet
Building to Residential Side Lot Line:	50 feet
Building to Residential Rear Lot Line:	30 feet
Building to Nonresidential Side Lot Line:	25 feet
Building to Residential Side Lot Line:	25 feet
Minimum Paved Surface Setback:	5 feet from the side or rear 10 feet from street
Maximum Building Height:	35 feet

EXISTING LAND USE

The existing site consists of a 48,000 s.f. high school with approximately 53,000 s.f. of asphalt pavement. The existing parking lot has 141 parking stalls. The greenspace located to the south of the existing building consists of approximately 113,000 s.f. of wetlands.

PROPOSED LAND USE

Please refer to A207 – LAND USE for information regarding the proposed land use.

The number of parking stalls required was calculated to be 61.5. The number of total proposed parking stalls is 184, which is 43 more stalls than the existing site.

The maximum allowable landscape surface ratio (impervious/pervious) is 0.55. The proposed landscape surface ratio is 0.23.

SITE SELECTION

The current site is used for the Sheboygan Christian 9th through 12th grade learning and this addition will allow for K through 8th grade students to learn all under the same roof. This will result in a much smoother transition from one grade to the next, plus it will be easier for parents that drop off and pick up their children. The site will continue to be accessed from the same locations, which are all located to the north along Greenfield Ave.

LANDSCAPE REQUIREMENTS

Please refer to A206 – LANDSCAPE PLAN for information regarding the landscape design requirements. The enclosed landscape plan is expected to change prior to its final review and will be approved prior to receiving the building permit.

PERFORMANCE STANDARDS/POTENTIAL NUISANCES:

All performance standards to comply with the City of Sheboygan Zoning Ordinance, Section 15-7 to ensure this development will not become a nuisance to neighboring residential property owners.

SITE LIGHTING

The lighting throughout the site will meet the minimum requirements of the City and will be reviewed by the City prior to attaining the building permit.

FENCING

A 4-foot tall polymer coated chain-link fence will be used to enclose the west courtyard, which will be used as a play area for Pre-K.

A 6-foot tall chain-link fence will be used to enclose the east portion of the proposed parking lot. This parking lot will be used as a play area and overflow parking when needed. A swing gate will be installed at the west side of this parking lot and will remain closed until the area is needed for overflow parking. This same 6-foot tall chain-link fence will enclose the play area located to the east of the proposed building. There will be an additional swing gate located at the south end of the play area, which will also remain closed unless needed.

VARIANCE REQUEST/VARIANCE DESCRIPTION

The variances requested for the project are as follows:

Conditional Use – Indoor Institutional

This project is considered as Indoor Institutional, which is a conditional use within the SR-5 district. The existing building is Indoor Institutional and is used for grades 9 through 12. The proposed building will include grades K through 8.

Fence Height

From Section 15.720(3)

(c) Maximum Height: The maximum height of any fence, landscape wall, or decorative post shall be the following:

1. 4 feet when located within a required street yard on any property...

The proposed chain-link fencing located to the north and east of the property will be 6 feet in height. The fence will be located within a street yard; therefore, a sufficient barrier is necessary to discourage children from leaving the play area and going into the street. The fencing will allow for the paved play area to the north to be utilized as an overflow parking area during events outside of typical school hours.

Locational Landscaping

From Section 15.612

(4) Utility Easements

Landscaping materials, fences and berms which are located within the duly recorded utility easement and/or a pedestrian easement shall not count toward meeting a landscaping requirement. However, the width of such areas may be counted as part of a landscaping requirement.

A 20' wide sanitary sewer utility easement borders the entire north property line along Greenfield Ave. To meet the landscaping requirements associated with this project, it is requested that this large area will be able to be utilized for placement of proposed plantings. Allowing for landscaping to be implemented into this area would result in a more aesthetically pleasing street frontage. Please refer to the enclosed preliminary landscape plan for additional information on the landscaping requirements and how they will be met.

ARCHITECTURE

The current Christian High School located on the south side of Greenfield Avenue has had numerous additions over the years. The original facility was built as a pre-engineered metal building in 1971. The facility has been added on 3 times over the past 49 years. Each addition has been a pre-engineered metal building with different metal panel profiles and colors. The new 40,000 s.f. addition will again be a pre-engineered metal building. The new addition will wrap much of the existing facility on the north and east side of the building. This gives us the opportunity to completely change the feel of the existing facility from the public side. It is our intent to bring the scale of the building down and break up the façade using different types of materials. We do not want this to feel or look like a large metal building when we are complete.

The proposed façade uses a mix of horizontal and vertical metal siding, longboard siding and cultured stone. It is also the school's intent to refinish the façade of the existing "north wing" to better match what is happening on the new elementary school addition. The rest of the existing building that is not being covered by this new addition is to remain as is. It is the school's hope that this will be addressed down the road as part of a future project. The plan is to use a bluish gray horizontal metal siding, a warm gray vertical siding, wood look longboard siding and a warm gray/brown cultured stone. Samples will be provided at the meeting.

The school does not have any close neighbors to the building. There is one house west of the parking lot and one house east of the school. These are the only two adjacent buildings to the school. To the south of the school is WE Energies open land and to the north is the railroad tracks and then a residential neighborhood.

The existing school building is not overly attractive, and we feel that what we are presenting is cost effective and a huge improvement over the existing building.

A pond has been implemented into the design of the proposed site to meet the requirements of the current and future phasing of the project. The storm water management plan is currently under review by the City of Sheboygan and the DNR.



SHEBOYGAN CHRISTIAN SCHOOL

Scholarship | Discipleship | Citizenship

School History

- More than a hundred years ago, Dutch immigrants in Sheboygan started a Christian elementary school. They trusted in the words of Psalm 22:30 which says, "Posterity will serve him; future generations will be told about the Lord. They will proclaim his righteousness to a people yet unborn - for he has done it." At its core, this is what Christian education is all about: training the next generation in the fear and knowledge of the Lord. In 1969, another bold step was taken when the high school which so many had longed for was started.

- Through its 120+ year history, our school has seen many trials and joys, yet that initial vision for Christian education has remained. Today, Sheboygan Christian School serves more than 300 students from over 35 different area churches to achieve its mission: **working in partnership with the Christian community, using a biblical perspective to integrate academic excellence with Christ-centered learning to prepare students' hearts and minds for service in God's world.**

- Sheboygan Christian School's Board trusts that God has great plans for this school. We understand that wise decisions must be made to ensure the long-term success of our school and have identified five target areas in our Strategic Plan to ensure we continue to provide quality, Christ-centered academic excellence. These are:

- o **ACADEMICS:** Sheboygan Christian School will ensure that ALL students who leave SCS are college, career and world ready.

- o **FACILITIES:** Sheboygan Christian School will occupy a fully funded preK through 12th grade facility within the next 5 years.

- o **MARKETING & ENROLLMENT:** Sheboygan Christian School will create a strategic enrollment plan that is designed to annually increase enrollment and build community excitement.

- o **FINANCIAL:** Sheboygan Christian School will sustain itself as a financially viable institution.

- o **SPIRITUAL GROWTH & COMMUNITY DEVELOPMENT:** Sheboygan Christian School will cultivate spiritual growth within the school community and through service in the surrounding community.



SHEBOYGAN CHRISTIAN SCHOOL

Scholarship | Discipleship | Citizenship

General Vision and Needs

- The Sheboygan Christian School Board has been entrusted to create a robust, healthy vision and environment for our school to thrive. At the core are the students we serve each day. Through quality curriculum, programming and extra-curricular activities, and the dedicated faculty, staff, administration and volunteers, we are deeply grateful for how God is using SCS to impact hearts and lives daily.

We also recognize the importance of adequate facilities and infrastructure to effectively carry out our mission. As we assess our current reality, the following needs are before us:

- SCS lacks workspace for group projects and individual instruction at the elementary campus. Individual instruction often happens in the vestibules where distractions are high and learning is diminished.
- SCS does not have a dedicated space for art or music at the elementary campus. Art “class” is forced to move from classroom to classroom with materials on a traveling cart, and music classes for the lower elementary level meet in individual classrooms. The middle school choir and band meet in the gym, and individual lessons are provided in small, converted office spaces.
- SCS lacks access to current technology and infrastructure, limiting educational efficiencies and learning opportunities.
 - SCS lacks greenspace at the elementary campus. This creates safety issues because the space is a shared parking lot adjacent to two active city streets and is not large enough to accommodate our student population.
- Operating from two campuses results in inefficiencies and compromises the unity we try to promote via chapels, assemblies and special events.
- Outdated and limited facilities put us at a competitive disadvantage relative to student recruitment and retention as many perceive the limited facilities restrict the quality of education and offerings.

We believe a unified campus at the high school location addresses three important solutions to SCS’s strategic goals. These areas are:

1. Educational and Facilities Enhancement.



SHEBOYGAN CHRISTIAN S C H O O L

Scholarship | Discipleship | Citizenship

By adding a preK-5 wing onto the existing high school, adding/renovating classrooms for the middle school, creating common and green spaces for students, adding additional space to accommodate the extracurricular activities of our school, and upgrading technology, SCS will ensure students, teachers and staff have first rate facilities where student's educational experiences can be maximized and position itself to serve current and future generations of students.

2. **Enrollment Growth and Retention.**

A unified campus will enhance our school's appeal for families to enroll for the first time and promote higher retention rates between the middle school and high school levels.

3. **Increased Stewardship and School Unity.**

A unified campus will allow for efficiencies for staff members who commute between the two campuses. Additionally, a unified campus will promote school spirit and unity through high/elementary school mentorship programs, easier scheduling of all school chapels, assemblies, gatherings for the arts/music, athletics and special events.

General Questions

- Existing Use of High School
 - Currently the High School campus is used for education of our Middle School and High School Students
 - Sporting Events
 - Community Events
- Hours of Operation
 - Education Hours are 7:45 AM till 3:20 PM
 - School activities vary throughout the year onsite therefore the school is 'open' later for those activities.
- When will you begin construction?
 - We are hoping to start as early as October 2020 pending approvals
- Proposed Opening Date



SHEBOYGAN CHRISTIAN S C H O O L

Scholarship | Discipleship | Citizenship

- August 25, 2021 – The start of the new school year.

- Additional Phase

- We have a long-term plan to update the insides of the current building in our Second Phase

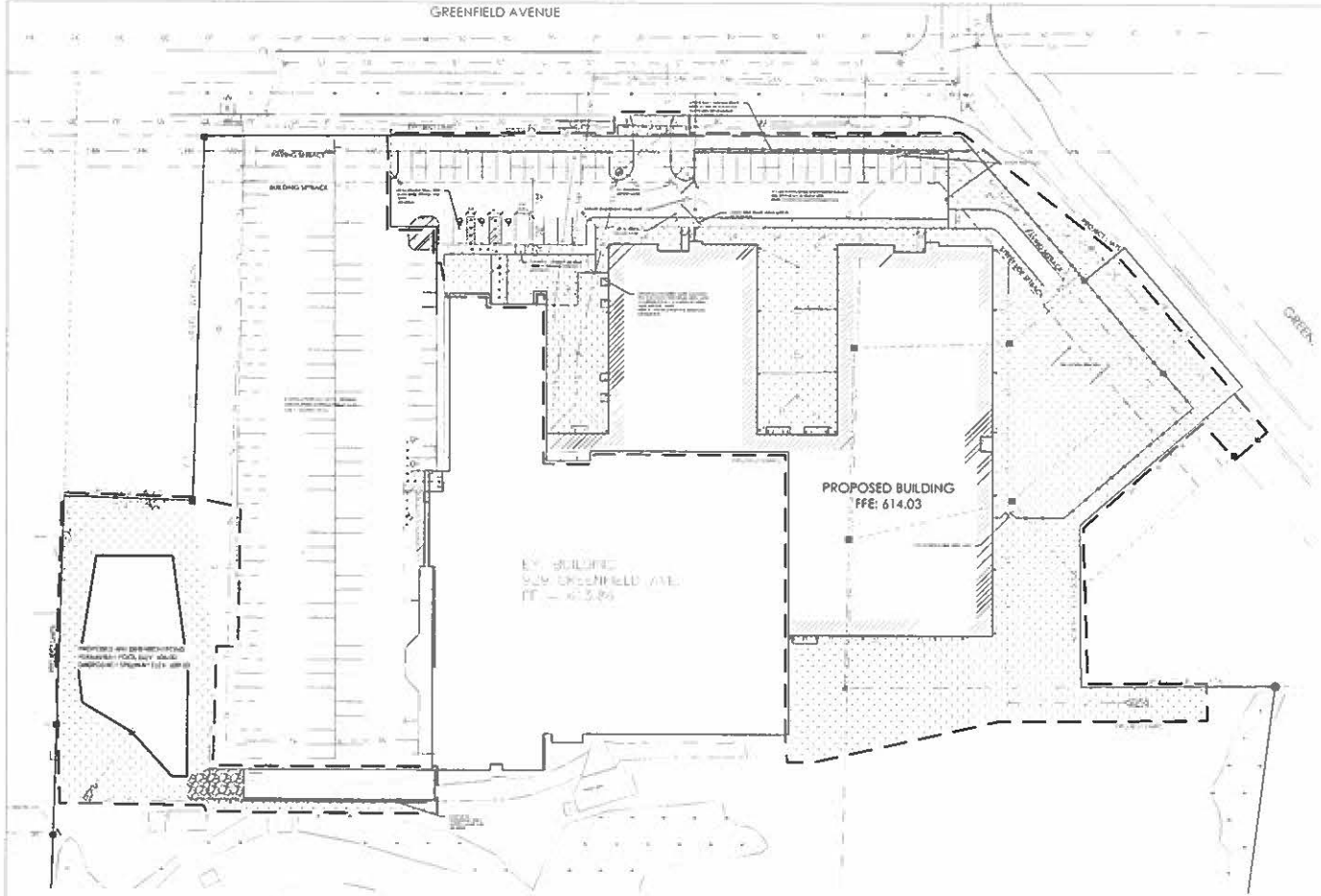
GREENFIELD AVENUE

SITE LEGEND

-  PROPOSED BUILDING FOOTPRINT
-  PROPOSED VEHICLE STORAGE
-  PROPOSED OPEN SPACE
-  PROPOSED LANDSCAPED AREA
-  EXISTING SITE FEATURES

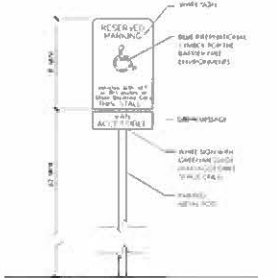


REVISIONS:
ADDENDUM #2: 06/19/2020
ADDENDUM #3: 06/23/2020

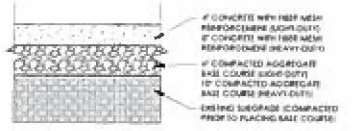


PROPOSED BUILDING
FFE: 614.03

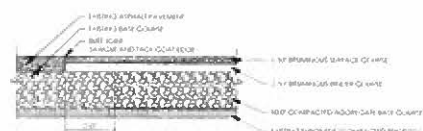
EXISTING BUILDING
929 GREENFIELD AVE.
FF: 475.89



HANDICAPPED PARKING SIGNAGE DETAIL



CONCRETE PAVEMENT CROSS SECTION



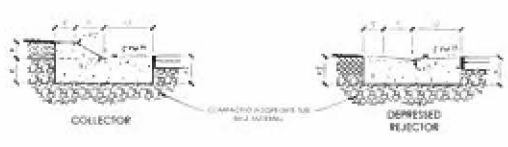
ASPHALT PAVEMENT CROSS SECTION



CONCRETE CURB & SIDEWALK SECTION



ACCESS AISLE STRIPING



24\"/>

SITE PLAN
SCALE: 1/8\"/>

SCALE: 1/8\"/>

DATE: MAY 27, 2020
ADDITION & REMODEL
SHEBOYGAN CHRISTIAN SCHOOL
929 GREENFIELD AVE. SHEBOYGAN, WI 53081
1130 NORTHERN AVENUE SHEBOYGAN, WI 53081 | TEL: 920.441.1211 | FAX: 920.441.9446 | WWW.ABACUS-ARCHITECTS.COM

DRAWN BY: JMW
CHECKED BY: JMW

**A
202**

PROJ. NO. 2017-93

PROJECT: 2017-93 SHEBOYGAN CHRISTIAN SCHOOL ADDITION & REMODEL
 DATE: MAY 27, 2020
 DRAWN BY: JMW
 CHECKED BY: JMW
 SCALE: 1/8\"/>

6/20/2018 10:00 AM C:\Users\jchris\OneDrive\Documents\Projects\2017\2017-09-01\2017-09-01.dwg



HATCH LEGEND

- EXISTING
- PAVEMENT
- CONCRETE
- LANDSCAPE
- POND



REVISIONS:

ZONING
 SUBURBAN RESIDENTIAL-5 (SR-5) DISTRICT
 CONDITIONAL USE: INDOOR INSTITUTIONAL

PARKING REQUIREMENT:
 ELEMENTARY AND JUNIOR HIGH: ONE SPACE PER TEACHER AND PER STAFF MEMBER, PLUS ONE SPACE PER TWO CLASSROOMS
 SENIOR HIGH: ONE SPACE PER TEACHER AND STAFF MEMBER, PLUS ONE SPACE PER FIVE NON-BUSED STUDENTS

CALCULATION:

TOTAL TEACHERS/STAFF	36
TOTAL ELEMENTARY/JUNIOR HIGH CLASSROOMS	19
TOTAL NON-BUSED HIGH SCHOOL STUDENTS	80

36 + 19/2 + 80/5 = 61.5 REQUIRED

TOTAL EXISTING PARKING STALLS:	141
TOTAL PROPOSED PARKING STALLS:	184

LANDSCAPE SURFACE RATIO (LSR)

MAXIMUM ALLOWABLE:	0.55
PROPOSED:	0.23

ALL DIMENSIONS SHOWN ARE APPROXIMATE AND SUBJECT TO FIELD SURVEY. THE CLIENT IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS PRIOR TO CONSTRUCTION.

6/20/2018 10:00 AM
 ADDITION & REMODEL
SHEBOYGAN CHRISTIAN SCHOOL
 929 GREENFIELD AVE. SHEBOYGAN, WI 53081
 J. W. VOGEL, ARCHITECT, SHEBOYGAN, WI 53081

DRAWN BY: MDW
 CHECKED BY: JRV

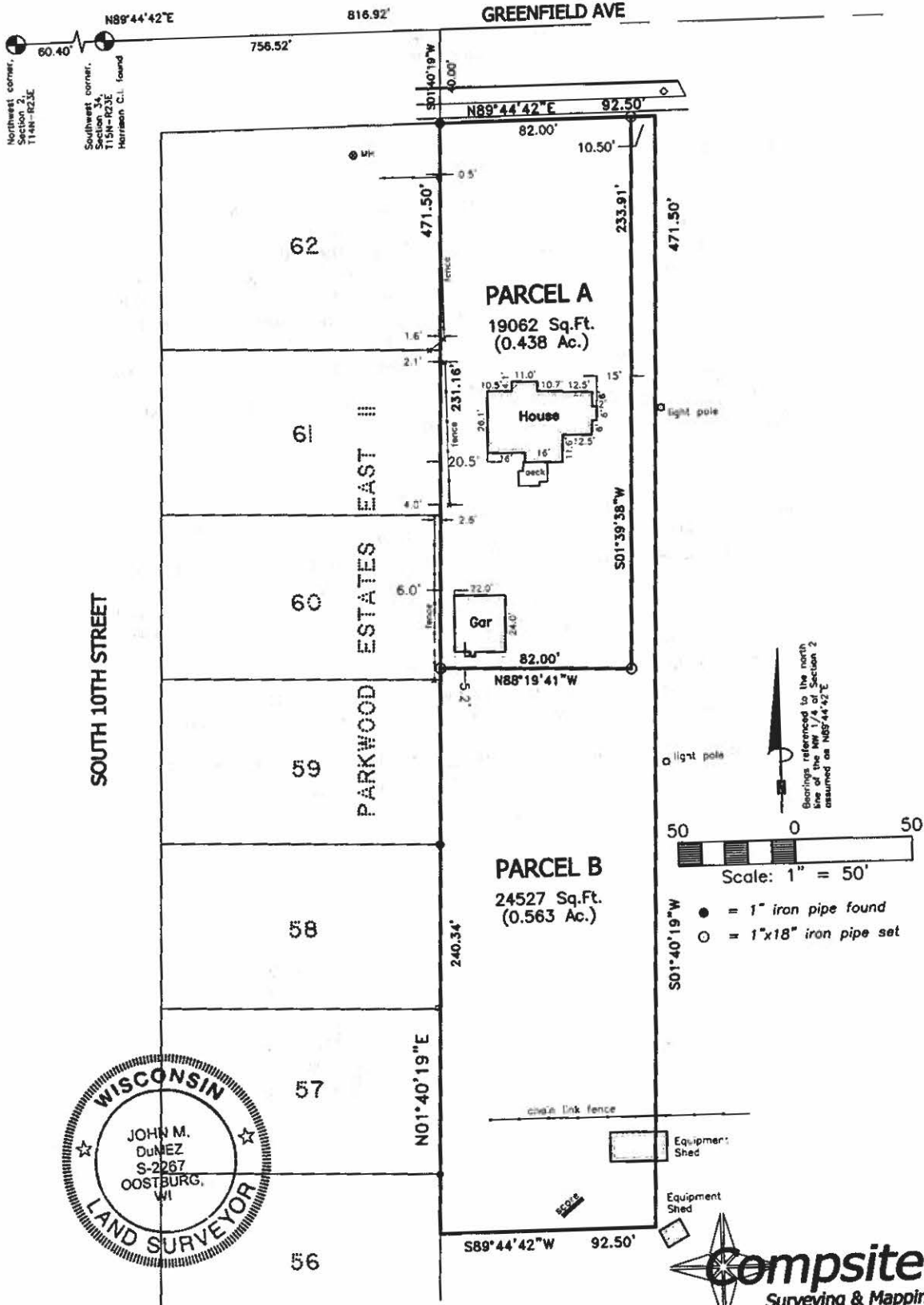
A
207

LAND USE
 SCALE 1"=10'

PROJ. NO. 2017-93

Plat of Survey
for
Christian High School Assoc., Inc.

Part of the NW 1/4 of the NW 1/4 of Section 2, T14N-R23E,
City of Sheboygan, Sheboygan County, Wisconsin.
Page 1 of 2

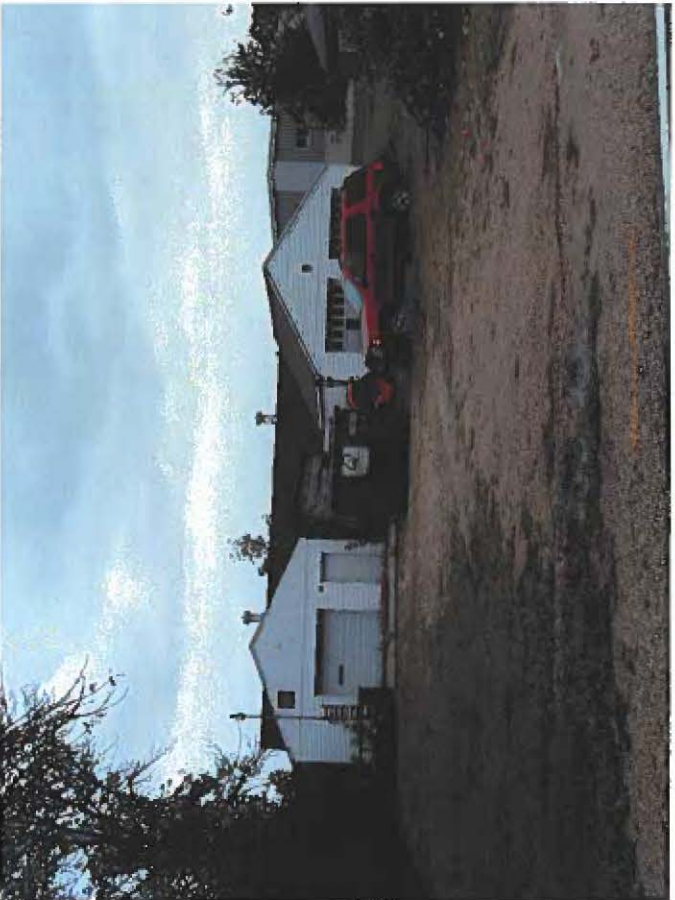


I, John M. DuMez, Wisconsin Registered Land Surveyor, certify that I have surveyed the described property and that the map shown is a true and accurate representation thereof to the best of my knowledge and belief.

John M. DuMez 3/27/2010
John M. DuMez - WI Registered Land Surveyor S-2267 Date
The certification contained on this document shall not apply to copies

Compsite
Surveying & Mapping
Oostburg, Wisconsin
(920) 564-6812

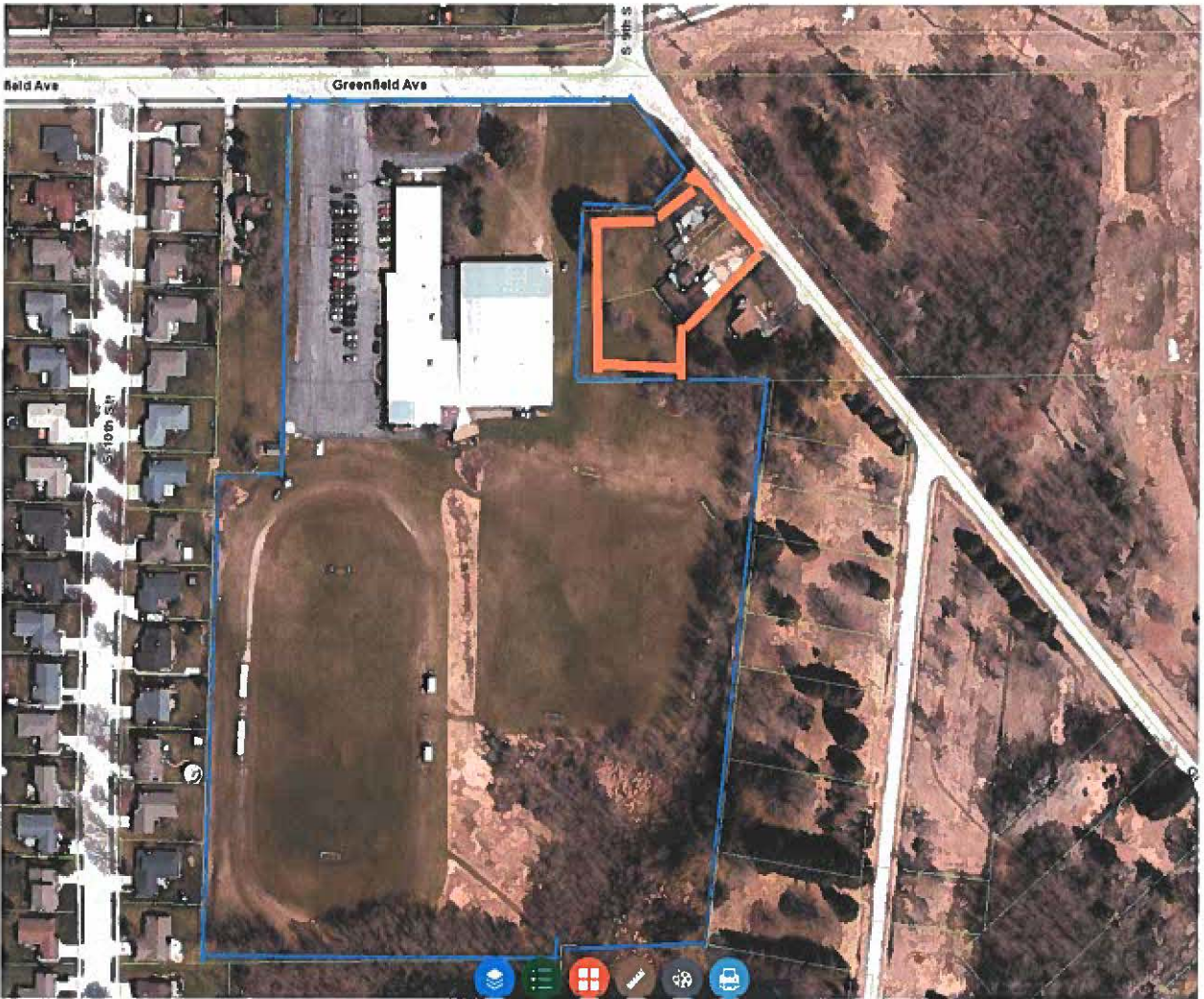
TAX KEY No. 59281321770, 59281321780
ADDRESS: 1009 Greenfield Ave
PATH: c:\projects\diska_hopplaw\accha\dwg\
DRAWN BY: jdm
PROJECT: 2912 A-34097





























II

3.7

R. O. No. 63 - 20 - 21. By CITY CLERK. September 8, 2020.

Submitting a communication from Acuity filing a petition for Direct Annexation by Unanimous Consent for land currently located in the Town of Sheboygan (Part of Parcel 59024-353310).

City Plan

CITY CLERK

IX

6.1

Gen. Ord. No. 19 - 20 - 21. By Alderpersons Sorenson and Bohren.
September 8, 2020.

AN ORDINANCE annexing territory from the Town of Sheboygan to the City of Sheboygan, Wisconsin.

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

Section 1. In accordance with § 66.0217 of the Wisconsin Statutes and the petition for direct annexation by unanimous approval filed with the city clerk on the 19th day of August, 2020, signed by all of the electors residing in the territory and the owners of all the real property in the territory, together with a scale map and a legal description of the property to be annexed, the following described territory in the Town of Sheboygan, Sheboygan County, Wisconsin, is hereby annexed to the City of Sheboygan, Wisconsin:

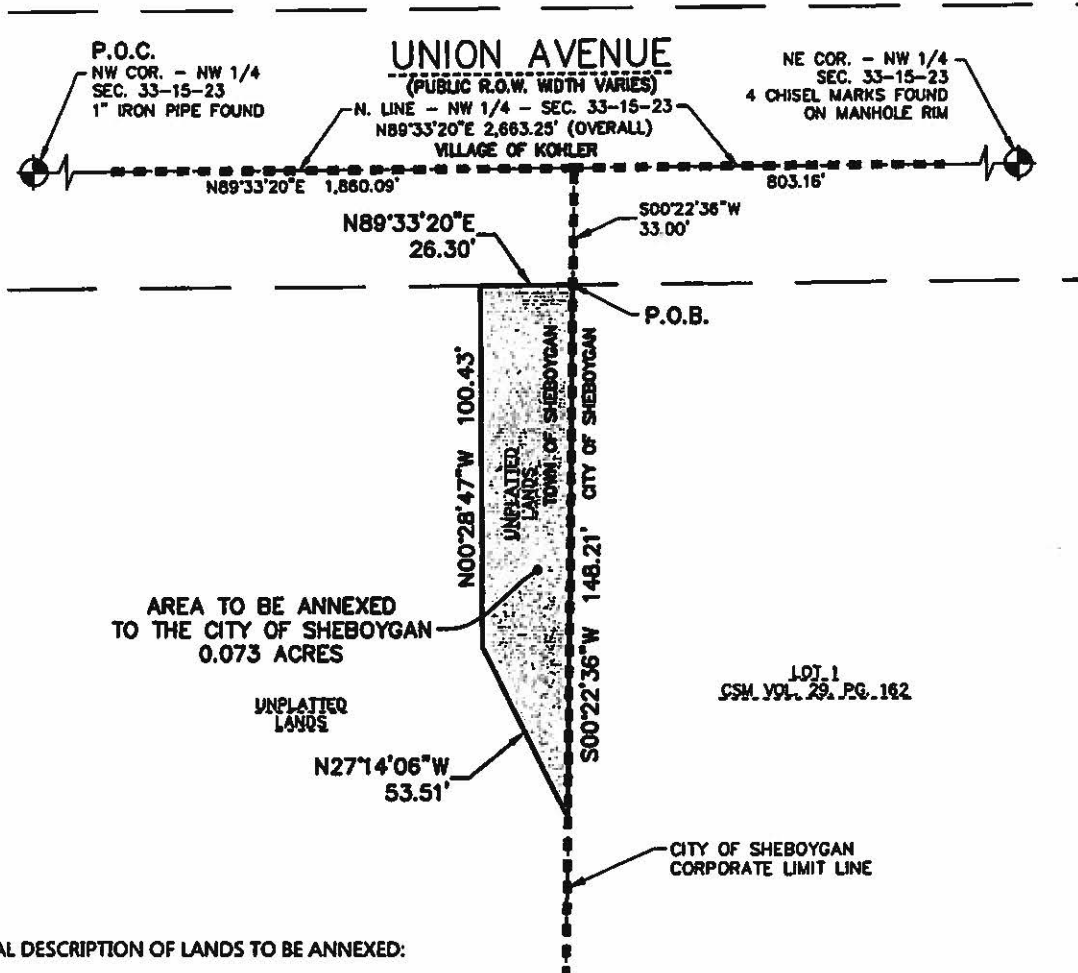
Part of the Northeast ¼ of the Northwest ¼ of Section 33, Township 15 North, Range 23 East, Town of Sheboygan, Sheboygan County, Wisconsin being more particularly described as follows:

Commencing at the Northwest corner of the Northwest ¼ of said Section 33; thence North 89°-33'-20" East along the North line of said Northwest ¼, a distance of 1860.09 feet to a North corner of Lot 1 of Certified Survey Map recorded in the Sheboygan County Register of Deeds office in Volume 29 on Page 162 as Document No. 2081563; thence South 00°-22'-36" West along an East line of said Lot 1, a distance of 33.00 feet to the Southerly right-of-way line of Union Avenue, said point being the point of beginning; thence continuing South 00°-22'-36" West along said East line, a distance of 148.21 feet; thence North 27°-14'-06" West, a distance of 53.51 feet; thence North 00°-28'-47" West, a distance of 100.43 feet to the Southerly right-of-way line of Union Avenue; thence North 89°-33'-20" East along said Southerly right-of-way line, a distance of 26.30 feet to the point of beginning.

Section 2. From and after the effective date of this ordinance, the territory described in Section 1 shall be a part of the City of Sheboygan for any and all purposes provided by law, and all persons coming or residing in such territory shall be subject to all ordinances, rules and regulations governing the City of Sheboygan.

city Plan

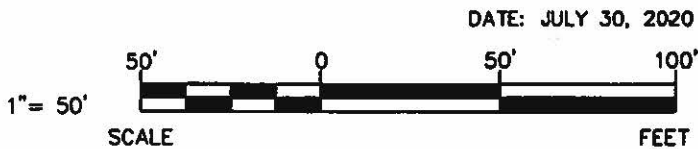
ANNEXATION EXHIBIT



LEGAL DESCRIPTION OF LANDS TO BE ANNEXED:

Part of the Northeast 1/4 of the Northwest 1/4 of Section 33, Township 15 North, Range 23 East, Town of Sheboygan, Sheboygan County, Wisconsin being more particularly described as follows:

Commencing at the Northwest corner of the Northwest 1/4 of said Section 33; thence North 89°-33'-20" East along the North line of said Northwest 1/4, a distance of 1,860.09 feet to a North corner of Lot 1 of Certified Survey Map recorded in the Sheboygan County Register of Deeds office in Volume 29 on Page 162 as Document No. 2081563; thence South 00°-22'-36" West along an East line of said Lot 1, a distance of 33.00 feet to the Southerly right-of-way line of Union Avenue, said point being the point of beginning; thence continuing South 00°-22'-36" West along said East line, a distance of 148.21 feet; thence North 27°-14'-06" West, a distance of 53.51 feet; thence North 00°-28'-47" West, a distance of 100.43 feet to the Southerly right-of-way line of Union Avenue; thence North 89°-33'-20" East along said Southerly right-of-way line, a distance of 26.30 feet to the point of beginning.



EXCEL
ENGINEERING INC.
SURVEYING GROUP
PROJECT NO. 2040280

Always a Better Plan
100 CAMELOT DRIVE
FOND DU LAC, WI 54935
PHONE: (920) 926-9800
FAX: (920) 926-9801





CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: R.O. 63-20-21 and G.O. 19-20-21 from Acuity filing a petition for Direct Annexation by Unanimous Consent for land currently located in the Town of Sheboygan (Part of Parcel 59024-353310).

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

REPORT DATE: September 11, 2020

MEETING DATE: September 15, 2020

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:

Acuity recently purchased the single-family property at 3427 Union Avenue in the Town of Sheboygan. This is one of the few remaining parcels that abut the north side of the Acuity campus along Union Avenue. The property was also purchased in order to construct a new driveway that will line up with the new Aurora Hospital facility main driveway to the North. Based upon the amount of traffic that will be generated by both of these facilities, it makes sense to construct such a signalized intersection that will efficiently and effectively provide ingress/egress to these facilities/properties.

STAFF COMMENTS:

Acuity's existing driveway is presently located to the east of where the new Aurora driveway is being constructed on Union Avenue. Based on Acuity purchasing this property, a new driveway can be constructed on Union Avenue that will line up directly across the street with the Aurora driveway. Once this property is annexed, Acuity will complete this new driveway construction.

This is an unusual annexation from the standpoint that the City will be annexing portion of the lot and not the whole lot. It is the responsibility of the applicant to insure that they have provided the proper legal description for the lands to be annexed into the City.

The applicant will be required to incorporate this .073 acre portion of property into their main Acuity campus parcel and will provide the City with official documentation from Sheboygan County that this consolidation has occurred.

The Plan Commission may want to have the applicant address specifically why they are only proposing to annex a portion (.073 acres) of this 3427 Union Avenue property into the City of Sheboygan. Acuity is proposing to maintain most of this 2.43 acre parcel in the Town of Sheboygan.

ACTION REQUESTED:

Motion to recommend the Common Council approve the petition for Direct Annexation by Unanimous Approval from Acuity.

ATTACHMENTS:

R.O. 45-20-21 and G.O. 15-20-21