

CITY OF SHEBOYGAN
REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use with exceptions St Clements Congregation to split parcel 59281111390 to facilitate the sale of the northern 1- acre parcel to Sheboygan County.

REPORT PREPARED BY: Jeffrey Witte, Planner

REPORT DATE: December 18, 2025

MEETING DATE: January 13, 2026

FISCAL SUMMARY:

STATUTORY REFERENCE:

Budget Line Item:	N/A	Wisconsin	N/A
Budget Summary:	N/A	Statutes:	
Budgeted Expenditure:	N/A	Municipal Code:	N/A
Budgeted Revenue:	N/A		

BACKGROUND / ANALYSIS:

Splitting of Parcel 59281111390 to facilitate sale of northern 1-acre of said parcel (i.e. the congregation's old school building and parking lot) to Sheboygan County. The applicant states the following:

- There are no changes to the land use or use of the remaining church parcel at this time. The required conditional use facilitates the sale of the northern 1- acre portion of parcel 59281111390 to Sheboygan County to satisfy the requirements of the current Suburban Office zoning designation.
- No changes in land uses are anticipated at this time. The church will remain a church along with all its associated functions.
- Our purchase agreement with Sheboygan County allows us continued use of the existing parking areas the church currently uses. The majority of parishioners take advantage of on street parking during services as well.

STAFF COMMENTS:

None

ACTION REQUESTED:

Staff recommends approval of the conditional use permit with the paving setback exception 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. If using dumpsters, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. Absolutely no portion of the new building and/or site improvements shall cross the property lines including but not limited to buildings, balconies, decks, foundations, walls, gutters, eaves, roof, parking, fencing/retaining walls, signs, landscaping, etc.
6. If there are to be any exterior renovations to the facility, the applicant will be required to obtain Architectural Review approval prior to receiving a building permit for such renovation. The colors and materials are to complement/match the existing building.
7. If applicant leases space to additional tenants, the tenants shall obtain all necessary land use and building approvals/permits prior to occupancy (future uses and/or phases may require conditional use permits, building/mechanical permits, occupancy permits, etc.).
8. 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 Attachments