

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Special Use Permit by Fundamentals, LLC to operate a charter school located at 2040 North Avenue.

REPORT PREPARED BY: Ellise Rose, Zoning Administrator

REPORT DATE: May 18, 2026

MEETING DATE: May 26, 2026

FISCAL SUMMARY:

STATUTORY REFERENCE:

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

Wisconsin Statutes:
Municipal Code: N/A

BACKGROUND / ANALYSIS:

Fundamentals, LLC is proposing to operate a charter school located at 2040 North Avenue. The applicant states the following:

- There is an existing pre-engineered metal building.
- .47 Acre parcel with 6,900 SF of existing building and 9,250 SF of asphalt parking with 22 existing stalls.
- The previous operation was Oostdyk & Wilke, a commercial business. This location was their main office and hub for vehicles and inventory.
- Will be used as an indoor Licensed Educational facility.
- The site was selected for its location near other schools, and to fill a need in Sheboygan.
- Complete update of interior materials and finishes. New flooring, ceilings, drywall, and paint. Updating toilet rooms and plumbing to be ADA compliant. New LED lighting. Additional HVAC upgrades.
- Access is established and functions well. There is sufficient parking for 6-10 employees and student drop off.
- To be completed by June 1, 2026 to begin operation for a Summer semester.
- The proposed use fits well in the area with multiple commercial businesses and is on direct school routes for multiple K-12 educational facilities and bus routes.
- Fundamentals LLC will be a great addition to the community and offer additional resources for parents and students learning. Hours of operation are consistent with educational facilities.

STAFF ANALYSIS:

The use is permitted as a special use under the Urban Commercial (UC) zoning district. Applicant is currently in the process of rezoning this property from Urban Industrial to Urban Commercial

ACTION REQUESTED:

Staff recommends approval of the Special Use Permit subject to the following conditions:

1. This Special Use approval is contingent upon Common Council's approval of the rezone to Urban Commercial.
2. 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, etc. An occupancy permit shall be granted only at such time as the applicant has met all requirements.
3. If dumpsters are used, dumpster(s) shall be screened/enclosed and constructed of like materials and colors of the facility. Applicant will provide plans that show the location of any dumpsters and will provide plans that show how the dumpster is to be screened and enclosed (design, materials, colors, location, etc.).
4. Outdoor storage of materials or equipment shall be prohibited.
5. All 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.
6. 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.
7. If there are to be any remodel/renovations to the exterior of the facility, the applicant will be required to obtain Architectural Review approval prior to receiving a building permit for such remodel/renovation.
8. If there are any amendments to the approved Special Use Permit, the applicant will be required to submit a new application reflecting those amendments.

ATTACHMENTS:

Special Use Permit application and attachments