

## CITY OF SHEBOYGAN

### REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Conditional Use Permit with exceptions by Michelle Gellings to operate Gellings Roofing and Siding and coffee shop at 1619 Calumet Drive. UC Urban Commercial Zone.

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**REPORT PREPARED BY:** Elke Daugherty, Planning and Zoning Administrator

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**REPORT DATE:** April 24, 2024

**MEETING DATE:** May 14, 2024

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#### APPLICANT PROPOSAL:

Gellings Roofing and Siding, represented by Michelle Gellings, is proposing to locate its corporate office, retail store, showroom and storage, and a coffee shop at 1619 Calumet Drive. The applicant states the following:

- The current owner is using the structure for storage of recreation and collector vehicles.
- Gellings Roofing and Siding provides exterior remodeling services including roofing, siding, windows, soffit, and fascia.
- They employ 11 employees and anticipate 80 guests per day.
- The project will have two phases. First, the glass building on the south part of the parcel will house the temporary showroom and offices while the larger building is remodeled. In the second and final phase, the large building will house the show room, retail section, corporate offices, and storage for equipment and materials. The glass building will house “Rooftops Coffee Shop and Café”. The use will provide beverages, homemade bakery, and food items, and will host various community events such as cooking nights and open mic nights.
- The hours proposed are 6 a.m. to 9 p.m.
- The signage will be present only on the glass building and will state “Gellings” in the first phase, and “Roof Tops Coffee Shop” upon completion.
- To accommodate the new use, the buildings will get new roofs and HVAC. The large building will have added skylights, updated lighting, new offices, interior walls, and accent lighting.
- Exterior improvements will include a mural facing Calumet Drive on the large building which would feature a city skyline of rooftops. Lighting and landscaping improvements will be made for both buildings.
- The current blue metal roof would be maintained.
- Sufficient parking is provided as the previous use was a car sales lot.
- The remodel is expected to take approximately two years.
- The proposed use will bring art and café/coffee shop to adjacent properties and larger community.

## **STAFF ANALYSIS:**

Per Sec 105-450(a)(5) indoor sales and service is a land use permitted by right in the Urban Commercial district. The proposed sales and service of roofing does not trigger Plan Commission review given the scope of the project.

Per Sec 105-450(c)(7) indoor commercial entertainment is a land use permitted as a conditional use in the Urban Commercial district. The proposed café/coffee shop is indoor commercial entertainment and therefore requires review and approval of Plan Commission.

## **ACTION REQUESTED:**

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

1. Applicant shall apply for Plan Commission approval for final mural design.
2. The applicant shall apply for all necessary permits for the proposed commercial kitchen in the coffee shop/café.
3. Per Section 105-929(f)(1) parking shall be clearly marked in a manner which indicates required parking stalls.
4. The applicant shall block vehicle access to 13<sup>th</sup> Street. Per 105-927(c)(2)(7) nonresidential uses shall not have access points onto a residential street unless such street has the only available frontage.
5. The applicant shall apply for a sign permit and all new signage shall be installed per Section 105-IX Signs of the City of Sheboygan Zoning Ordinance.
6. 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, demolition, fire, water, sewer, storm drainage, health, hazardous materials, State of Wisconsin, Federal, 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.
7. Applicant shall meet all zoning requirements including but not limited to noise, vibration, hazardous materials, etc.
8. Applicant shall call Janet Duellman to verify landscaping at 920/459-3380.
9. The use of all off-street parking areas shall be limited to the parking of operable vehicles not for lease, rent, or sale.
10. Site circulation shall be designed to provide for the safe and efficient movement of all traffic entering, exiting, and on the site per Sec 105-929(d).
11. In no instance or manner shall any off-street parking or traffic circulation area be used as a storage area, except as provided for by section 105-931(c)
12. All new lighting shall be installed per Section 105-932 of the City of Sheboygan Zoning Ordinance. There shall be no spill-over of light and glare on operators of motor vehicles, pedestrians, and land uses in the vicinity.
13. 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.

14. Any work within City of Sheboygan Public rights-of-way, stormwater easements, etc. 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, driveways over storm water easements, curb, gutter, sidewalk, pavement, utilities, retaining walls, street trees, etc.).
15. Applicant will provide adequate public access along all streets and sidewalks and will take all appropriate actions to minimize the time period that adjacent properties and streets/sidewalks are impacted by the development (utilities, streets, etc.).
16. Applicant shall adequately address all Fire Department concerns related to this development.
17. 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, architectural review, etc. reflecting those amendments.

**ATTACHMENTS:**

Conditional Use Permit Application and Attachments