

**CITY OF SHEBOYGAN****APPLICATION FOR
CONDITIONAL USE**

Fee: \$250.00

Review Date: _____

Zoning: _____

Read all instructions before completing. If additional space is needed, attach additional pages.

SECTION 1: Applicant/ Permittee Information

Applicant Name (Ind., Org. or Entity) Lakeshore United FC	Authorized Representative Joseph J. Voelkner	Title LUFC General Counsel	
Mailing Address 602 N. Sixth Street	City Sheboygan	State WI	ZIP Code 53081
Email Address josephvoelkner@olsenkloetlaw.com	Phone Number (incl. area code) 920-458-3701		

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Applicant Name (Ind., Org. or Entity) City of Sheboygan	Contact Person Travis Peterson	Title Director of Public Works	
Mailing Address 2026 New Jersey Avenue	City Sheboygan	State WI	ZIP Code 53081
Email Address travis.peterson@sheboyganwi.gov	Phone Number (incl. area code) 920-459-3440		

SECTION 3: Project or Site Location

Project Address/Description South Business Drive, Sheboygan, WI 53081	Parcel No. 59281-430842 and 59281-430840
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SECTION 4: Proposed Conditional Use

Name of Proposed/Existing Business:	Lakeshore United FC
Existing Zoning:	RURAL AGRICULTURE
Present Use of Parcel:	Recreational
Proposed Use of Parcel:	Recreational
Present Use of Adjacent Properties:	Residential

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print)	Title Joseph J. Voelkner	Phone Number 920-458-3701
Signature of Applicant	Date Signed June 27, 2025	

Complete 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 three weeks prior to date of meeting – check with City Development on application submittal deadline date. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.

SPECIAL USE PERMIT INFORMATION:

- A. Name of project/development: Butzen Sports Complex
- B. Summary of general operation and proposed use:
- a. **Description of existing use:** The facility is currently being developed by Lakeshore United FC, to be utilized for soccer and athletic programming on a community level. It currently is not actively utilized for soccer programming, matches, or special events. The facility currently has grass fields with newly acquired goals and it is anticipated that the facility will be ready for practices, matches, special events, and camps in Spring 2025.
 - b. **Description of proposed use (indoor, outdoor, etc.), why was this site selected?:** The site is currently under development. It is anticipated the grass fields and any upgraded facility improvements such as turf fields, indoor facilities, and lighting will allow for Lakeshore United FC soccer programming, general athletic programming for the entire community, and special events. This site was chosen based on its suitability for development subject to a restrictive covenant requiring the site be utilized for recreational purposes and its location. The site has close access to the freeway, main roadways leading to it (S. Business Drive) and has the necessary acreage for a large scale development and multiple uses.
 - c. **All services to be provided:** Until additional infrastructure and playing space is developed, the foreseeable future will include multiple grass soccer fields of differing sizes to be utilized by Lakeshore United FC's community, select, and academy programs, and for camps, practices, and tournament site play. Also, the facility will be available to all Sheboygan area athletic clubs and programs as may be available based on scheduling. It is also contemplated that the facility can be used for special events as well.
 - d. **Projected number of employees and daily customers:** The facility will be home to Lakeshore United FC's community, select, academy and club members. Lakeshore FC currently has more than 2,700 members, with daily usage (once suitable) for community, academy, and select soccer teams and their practice and game schedules which will likely include traffic density of 400-500 visitors per day. For special events, camps, tournament site use, those numbers will be based on playability of the surface and wear and tear. It is expected that 2025 and 2026 use will be under strict limitations to avoid unnecessarily harm to the grass surface (which is relatively new).
 - e. **Description of proposed parking areas and landscape area:** Attached hereto as Exhibit A is a schematic of proposed use which may currently differ from the actual use based on conditions of the grass and surface. The total amount of usable acreage at present is 35 acres, with parking lots (Exhibit B) to accommodate approximately 300 spaces.
 - f. **Site improvements:** Current site improvements include installation of the parking lot as set forth in Exhibit B, ongoing development and maintenance of the grass surfaces/fields in the current layout, and use and maintenance of current outbuildings for the storage of equipment, maintenance materials, and incidental materials. While the site does not

currently have restrooms facilities, concessions, or outbuildings for public use, the future development of the site does envision the adding of such infrastructure. All drainage, dumpsters, restrooms, lighting (which will be portable for the near term), and other improvements will be added to the facility.

- g. **Exterior Renovations:** The site will have some minor renovations to the outbuildings for storage purposes and for ongoing use.
- h. **Is access appropriate?:** There will not be "off-street parking" available at the site. As indicated in Exhibit B, the addition of the parking area will address any and all parking and ingress/egress issues. Access to the facility will be from South Business Drive and will include appropriate signage and traffic controls (as may be required per zoning or ordinance).
- i. **Proposed Signage:** It is contemplated the facility will have signage at the entrance of the facility and road signage on South Business Drive or surrounding/adjacent roads will provide directions to approaching traffic for parking purposes and traffic controls.
- j. **Project Timeline:** The facility is ready for limited play, practice, and use in Spring of 2025. The facility will be managed by Lakeshore United FC, specifically with respect to the configuration of the field surfaces based on wear and tear, and the facility will be upgraded and developed as Lakeshore United FC undertakes its capital campaign for additional development which includes, but is not limited to, a full capacity multi use indoor facility, artificial turf fields, permanent lighting, concessions, restrooms, outbuildings/locker room facility, fencing, scoreboards, etc. In terms of current development costs, the initial development has been in excess of \$500,000, but ongoing development considers valuation of each capital improvement as they are undertaken.
- k. **Compatibility:** The facility is a community based asset for Sheboygan. It is envisioned to host special events, athletic events, and soccer programming as a generational development for the future of Sheboygan. It provides to the residents of greater Sheboygan and the surrounding communities, an asset improving the quality of life of the entire community and is an economic driver for local business and a destination for the entire region.
- l. **Nuisance Concerns:** The facility will be strictly operating with specific hours of operation. Also, traffic concerns will be addressed during special events in coordination with local authorities and law enforcement when required. Additionally, the facility will be professionally maintained from both a field and infrastructural standpoint, but also managed by a professional staff of event planners and coordinators as usage and availability increases. Fencing, boundaries, and safety precautions will be managed by Lakeshore United FC and all federal, state, and local requirements for such a facility will be strictly complied with.
- m. **Other information:** This facility is the product of nearly 10 years of planning, coordination, and careful management. The City of Sheboygan, along with Lakeshore United FC, are prepared to enter into a 99 year leasing agreement for the facility, and the parking lot installation is slated to begin in earnest as soon as weather allows in Spring 2025.

ADDITIONAL MATERIALS FOR CONSIDERATION:

We attach the following materials for consideration of the Special Use Permit:

1. **Exhibit A:** Sports Complex for Lakeshore United FC prepared by Abacus Architects (schematic design). This will be provided via email or flash drive upon request.
2. **Exhibit B:** Butzen Sports Complex Parking Lot drawing prepared by City of Sheboygan Public Works Department.
3. **Exhibit C:** Current Land Lease Agreement by and between the City of Sheboygan and Lakeshore United FC dated May 9, 2023.
4. **Exhibit D:** City Resolution Number 130-22-23 dated February 6, 2023 by and between the City of Sheboygan and Lakeshore United FC.

C. VARIANCES

The conditional use permit being requested is for the construction of parking and driveway areas. All setback and local requirements will be followed with respect to any and all construction. The sole reason for this application is that the parking lots will be gravel for the short term (1-2 years) until the configuration of the sports complex is finalized.

D. JUSTIFICATION

a. With respect to the Comprehensive Master Plan, as well as multiple discussions with the City of Sheboygan over many years, the parking lot construction will begin the process of further development of the site for recreational purposes consistent with the restrictive covenant on the Warranty Deed and the current lease with the City of Sheboygan for use.

b. No substantial or undue adverse impact on nearby property, environment, traffic, or public property/right of way is expected or intended.

c. See response to (a) above. The parking lot construction is consistent with further development of the site.

d. Yes.