


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

Fee: \$250.00 _____

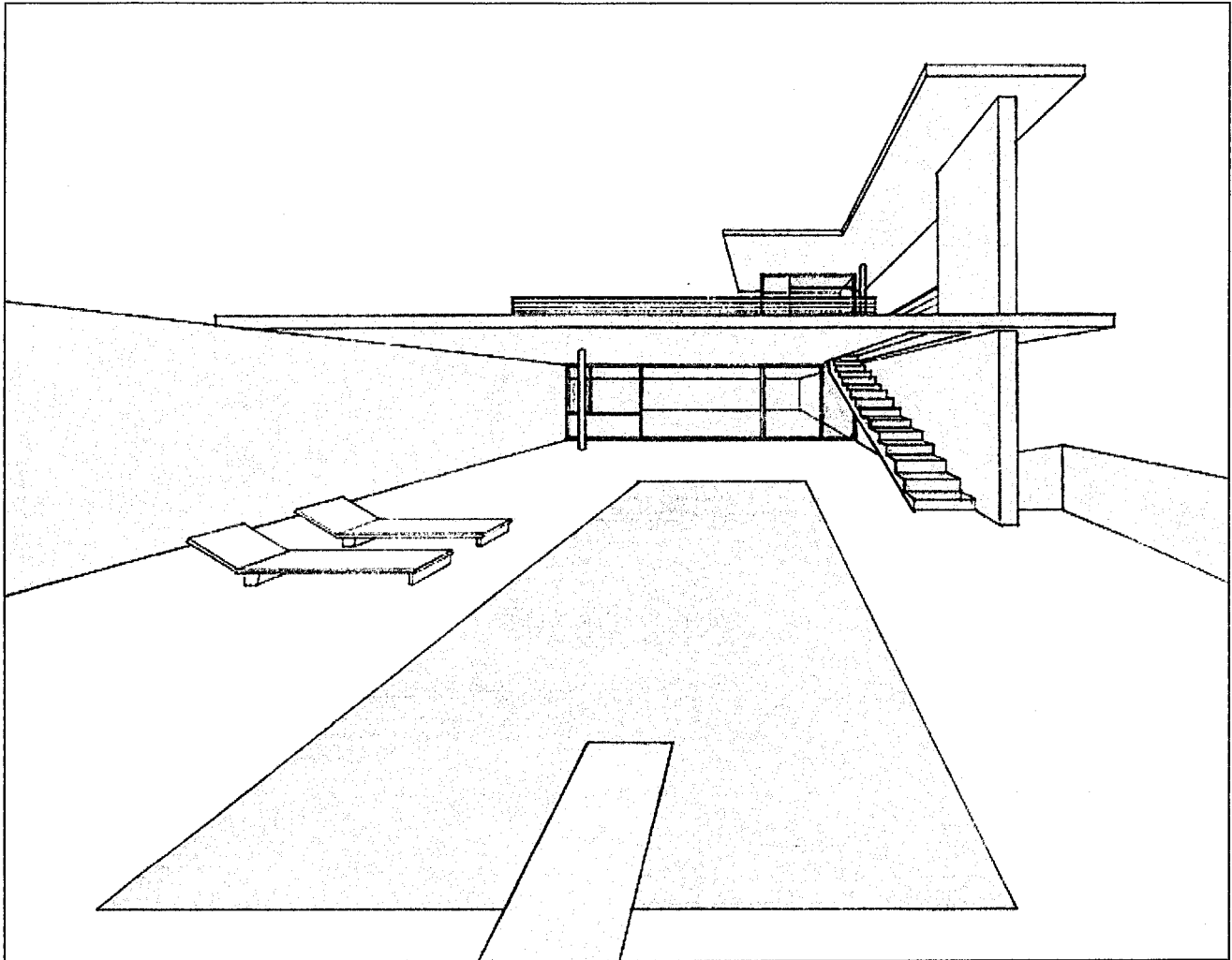
Review Date: _____

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) Trail Magic Coffee Roasters LLC		Authorized Representative Gerald M Poss Jr		Title Owner/Roaster	
Mailing Address 3135 Basswood Lane		City Richfield		State WI	ZIP Code 53076
Email Address info@tmcoffeeasters.com			Phone Number (incl. area code) (608) 445-1168		
SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)					
Applicant Name (Ind., Org. or Entity)		Contact Person Niki Reynolds		Title Owner	
Mailing Address 522 Niagra Ave		City Sheboygan		State WI	ZIP Code 53081
Email Address Niki.einer@gmail.com			Phone Number (incl. area code) (920) 946-0822		
SECTION 3: Project or Site Location					
Project Address/Description 1133 Indiana Ave, Floor 2, Sheboygan, WI				Parcel No. N/A	
SECTION 4: Proposed Conditional Use					
Name of Proposed/Existing Business:		Trail Magic Coffee Roasters LLC			
Existing Zoning:		Central Commercial			
Present Use of Parcel:		existing commercial building, spaces leased to small businesses.			
Proposed Use of Parcel:		Coffee roasting and packaging			
Present Use of Adjacent Properties:		N/A			
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) Niki Reynolds			Title Owner		Phone Number (920) 946-0822
Signature of Applicant 				Date Signed March 5, 2026	

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.



Project Proposal

Prepared for: City of Sheboygan Planning and Development

Prepared by: Gerald M. Poss, Jr. Owner/Roaster

March 4, 2026

EXECUTIVE SUMMARY

Objective

To operate a small commercial coffee roasting and packaging business at 1133 Indiana Ave., Sheboygan, WI.

Project Outline

I am leasing approximately 400 square feet of space in the existing building on the corner of 1133 Indiana Avenue and 12th street in Sheboygan, WI. This location is owned by Niki Reynolds whom leases out space within the building to various other small businesses.

The space I will lease is on the second floor of this building and was originally built out and used as a commercial kitchen. I will build the space out as a commercial kitchen to roast and package coffee and meet State of Wisconsin Health Department guidelines for coffee roasters.

The space itself is approximately 400 square feet. The walls are covered with a smooth and easily cleanable surface. There is a handwashing sink and a large commercial vent hood installed in the space. All the necessary plumbing is available in the space. The floor is tiled and easy to clean. This building provides ample utilities and other amenities such as mens and women's bathrooms, extra storage space, a janitorial closet for cleaning, plenty of lighting and easy access for unloading and loading of supplies.

I will contract with a local plumber to install a three compartment stainless steel sink and a local electrician for my electrical needs. My electrical will be a 240V/30amp plug to power my all electric coffee roaster and various 120V/20amp plugs for other small appliances. Proper fire suppression equipment will be installed for fire safety.

The coffee roaster itself roasts three pounds of coffee per batch. I will use the existing vent hood to exhaust smoke created by the roasting process to the outside of the building. I primarily roast on Mondays and Tuesdays and package, deliver, or sell at farmers markets remaining week days.

The roasting operation will be closed to the general public and its primary use is for production only. As of now I am the sole employee. I will park my work van in space provided along side the building on 12th Street.

As the project progresses I will be working with the City of Sheboygan building inspector to meet all compliance and safety concerns of the City of Sheboygan. After the completed space is built out and approved by the building inspector I will have a State of Wisconsin Health Department inspection and ready to roast and package my coffee for sale to the general public.
