

## CITY OF SHEBOYGAN

### REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** Application for Site Plan Review by Heidi Loose to operate an adult family home located at 2735 N 31<sup>st</sup> Pl. SR-5 Suburban Residential Zone.

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**REPORT PREPARED BY:** Ellise Rose, Associate Planner

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**REPORT DATE:** June 13, 2024

**MEETING DATE:** June 25, 2024

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#### APPLICANT PROPOSAL:

Heidi Loose, authorized representative of McKenzie's Mission is proposing to operate an adult family home located at 2735 N 31<sup>st</sup> Pl. The applicant states the following:

- The property is currently used as a single family home.
- The proposed use is a state licensed 3-4 bed adult family home for developmentally disabled and senior population.
- The plan is to keep the exterior the same, only adding a wheelchair ramp.
- Inside will request permits to level sunken living room, expand bedroom and bathroom doorways to 32", and update bathrooms.
- All renovation to be completed by 5/2025.
- Only 1-2 employees maximum.

#### STAFF ANALYSIS:

The use is permitted as special use under the Suburban Residential 5 zoning district as a community living arrangement. The site plan review shows that no exceptions are required for the project.

#### ACTION REQUESTED:

Staff recommends approval of the site plan subject to the following conditions:

1. 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.
2. 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.).

3. Outdoor storage of materials or equipment shall be prohibited.
4. All lighting shall be installed per Section 15.707 of the City of Sheboygan Zoning Ordinance. There shall be no spillover light onto adjacent properties or the streets.
5. 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.
6. If there are to be any remodel/renovations to the exterior of the facility, the applicant will be required to obtain approval from the Architectural Review Board prior to receiving a building permit for such remodel/renovation.
7. If there are any amendments to the approved special use permit and/or site plan, the applicant will be required to submit a new application reflecting those amendments.

**ATTACHMENTS:**

Site plan review application and attachments