

CITY OF SHEBOYGAN

REQUEST FOR CITY PLAN COMMISSION CONSIDERATION

ITEM DESCRIPTION: Application for Conditional Use with exceptions by Sheboygan County to operate the Community Social Worker Program at 829 Union Avenue. NR-6 Zone.

REPORT PREPARED BY: Ellise Rose, Program Assistant

REPORT DATE: November 15, 2023

MEETING DATE: November 28, 2023

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

Matthew Strittmater with Sheboygan County is proposing to operate the Sheboygan County Health and Human Services – Community Social Worker Program located at 829 Union Avenue. The applicant states the following about the project:

- The Wesley House, located at 829 Union Avenue is the parsonage of Wesley United Methodist Church. At the present time, the church uses this space for offices and storage.
- The proposed space will be the southside site for the Community Social Worker Program through Sheboygan Health and Human Services. This side was selected due to the collaboration with the Farnsworth Neighborhood Association.
- Community Social Workers will be providing support via resume referral, advocacy support, and problem-solving assistance to residents living in the identified service area (Longfellow and Sheridan school district boundaries).
- The projected number of clients visiting the site is an average of 20 people a day.
- There is sufficient off-street parking in the front of the building on Union Avenue and on S. 9th Street.
- The purpose is to serve and support residents of the community where the CSW is housed. The southside CSW site is based on the connection with the newly formed Farnsworth Neighborhood Association, Farnsworth Middle School, and the identified service area of Longfellow and Sheridan Elementary Schools.
- The Community Social Worker Program staff met with the Farnsworth Neighborhood Association to share the program's purpose. The plan is for the CSW to continue engagement with the above-named neighborhood association and, if needed, address issues before they become problematic.

- The CSW staff are tasked with assisting to build neighborhood teams to focus on community-based prevention and early intervention efforts to support families, communities, and agency partners. Program staff will work towards increasing communication between community stakeholders to, in turn, increase resources for families living in the identified service area.
- The CSW Program will use this space only for the purpose of providing a space for program staff to meet with clients, hold community meetings, and engage residents of the neighborhood to discuss what is working well and in what areas they may need additional support.
- Currently, Wesley United Methodist Church has a wooden sign placed on a bracket with their name. The Community Social Worker Program sign will replace the sign after the program logo is finalized and a sign permit approved.

STAFF COMMENTS:

The applicant mentions possible signage but no formal sign package has been submitted. Applicant shall work with staff with regards to constructing a well-designed sign package. Staff may bring the proposed signage design back to the Plan Commission if there are any concerns.

ACTION REQUESTED:

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

1. Prior to operation/occupancy, the applicant shall obtain all licenses and permits as well as meet all required codes including but not limited to building, plumbing, electrical, HVAC, fire, health, State of Wisconsin, Sheboygan County, etc.
2. If using a dumpster, the dumpster shall be screened/enclosed and constructed of like materials and colors of the facility. If using chain link fencing, the applicant shall install Privacy Decorative Slating (PDS) material in order to effectively screen the dumpster.
3. Outdoor storage of materials, products or equipment shall be prohibited.
4. All ground level and rooftop mechanicals shall be screened/enclosed and constructed of like materials and colors of the facility (HVAC equipment, etc.).
5. All new 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.
6. Applicant shall obtain the necessary sign permits prior to installation. Applicant shall work with staff with regards to constructing well-designed signage for the site. Staff may bring the proposed sign design back to the Plan Commission for review/approval.
7. If there are to be any renovation 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 renovation.
8. Applicant shall adequately monitor the Community Social Worker Program location and in no instance shall the use create a nuisance for neighboring properties (noise, hours of operation, garbage, loitering, etc.). If any issue(s) arises, the Plan Commission may again review the conditional use permit.
9. If there are any amendments to the approved use and/or floor/site plan, the applicant will be required to submit a new conditional use application reflecting those amendments.

ATTACHMENTS:

Conditional Use and required attachments