



**CITY OF RACINE**  
**General Application Form**

Department of City Development  
730 Washington Ave., Rm. 102  
Racine, WI 53403  
Phone: 262-636-9151  
Fax: 262-635-5347

**Type of Reviews**

- 2035 Comprehensive Plan Amendment (\$0 Fee)
- Administrative Review (\$0 Fee)
- Certified Survey Map (\$170 + \$50 per lot)
- Conditional Use Permits (\$695 Fee)
- Design Review (\$0 Fee)
- Research Request (\$0 Fee)
- Rezoning (\$830 Fee)

APPLICANT NAME: Mildred Zamorano - Perry  
ADDRESS: STREET: 2310 S. Green Bay Rd CITY: Racine STATE: WI ZIP: 53406  
TELEPHONE: (262)496-7700 CELL PHONE: (262)842-5070  
EMAIL: mindsoftomorrowmontessori@gmail.com

AGENT NAME (IF APPLICABLE): \_\_\_\_\_  
ADDRESS: STREET \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

PROPERTY ADDRESS (ES): 1407 S. Memorial Drive  
CURRENT ZONING: comm  
CURRENT/MOST RECENT PROPERTY USE: Tax Service  
PROPOSED USE: Montessori School  
PROPOSED ZONING (only if applicable): \_\_\_\_\_  
LEGAL DESCRIPTION AND TAXKEY (only required for CSM, Rezoning and Comprehensive Plan Amendments):  
0958500  
CURRENT COMPREHENSIVE PLAN DESIGNATION: (only for comp plan amendments) \_\_\_\_\_  
PROPOSED COMPREHENSIVE PLAN DESIGNATION: (only for comp plan amendments) \_\_\_\_\_

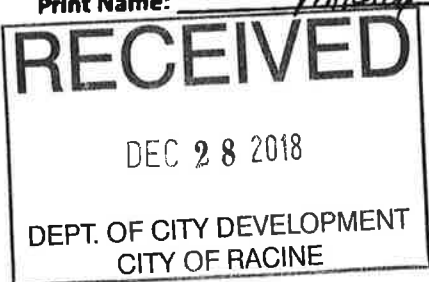
Are you the owner of the property included in the area of the requested zoning?  
 Yes  No  Option to Purchase  Lease

\*NOTE: The owner of the property (if different than the applicant) must sign this application.

**OWNER & APPLICANT AUTHORIZATION**

The signature(s) hereby certify that the statements made by myself and constituting part of this application are true and correct. I am fully aware that any misrepresentation of any information on this application may be grounds for denial of this application. I agree that if this request is approved, it is issued on the representations made in this submittal, and any approval or subsequently issued building permit(s) or other type of permit(s) may be revoked without notice if there is a breach of representation or conditions of approval. The applicant/owner by their signature understands and agrees that they are responsible for the completion of all on-site and off-site improvements as shown and approved on the final plan:

Owner (s) Signature: [Signature] Date 12-27-2018  
Print Name: JESSICA SEVILLA  
Applicant (s) Signature: [Signature] Date 12-26-2018  
Print Name: Mildred A. Zamorano - Perry





## CITY OF RACINE

### Conditional Use Permit Checklist

Department of City Development  
730 Washington Ave., Rm. 102  
Racine, WI 53403  
Phone: 262-636-9151  
Fax: 262-635-5347

#### Applicant

General Development Application Form

SITE PLAN(S)

- **MUST BE DRAWN TO AN ENGINEER OR ARCHITECT SCALE AND PROVIDE THE FOLLOWING INFORMATION** (Unless otherwise noted, provide 3 copies of the Site Plan. If full-scale architectural plans are submitted, one copy of the plans shall be no larger than 11"x17". The reduced copy does not need to be to scale. NOTE: Submit 8 sets for Planned Developments). **Complete, scaled and legible plans are required. If you are unable to provide this information addressing all the requirements below, you may wish to contact an architect to assist you in creating your documents for submittal.**

#### Plans Should Include

Lot Information

- Clearly identify the lot(s) being requested for Conditional Use. Include accurate lot dimensions, and the location of the lot in relation to adjacent streets, curbs, and surrounding lots. Provide a North arrow, and note the scale used (i.e.: 1"-20').

Structure Location

- Location of all structures on the lot. All structures shall be drawn and dimensioned. Show the distance of the structures from property lines, as well as the distance from other buildings on the lot.

Ingress/Egress

- Show the access drives, and their widths, into the site. Also show any recorded ingress/egress or other easements (check with the Register of Deeds for this information). Show location and width of all easements within the site and at the property line/s.

Parking Lot

- Show all on-site parking areas with stall sizes. Legal stall size is 9' wide by 19' deep. Indicate the width of all drive aisles accessing the parking. Show the curb line, wheel stops, any loading areas on the building/site, and location of handicapped spaces.

Trash/Utility Areas

- Show the location of trash or utility areas and how they will be, or are, screened (i.e.: fencing with slats, wood fencing, landscaping, etc.). Trash bins/dumpsters require 6' opaque screening with closing gates.

Fencing/Walls

- Show the location and height of all existing and proposed fencing or walls and what materials they are/will be made of. Show any outdoor patio areas, even if located below a canopy.

Outdoor Lighting

- Show all existing and proposed outdoor lighting located on the building and on the site itself. Provide the height of the lights by measuring from grade to the top of the fixture. Identify the type of fixture and angle/direction of the light beam. If an under-lit canopy is requested, a photometric plan prepared by a licensed company is required with the submittal.

Landscaping

- Provide a landscaping plan showing all existing and proposed landscaping. Indicate the plant species, sizes (caliper or gallon), and location of plantings on the site plan. Indicate and identify if existing landscaping is proposed to be altered. Species to be non-invasive, salt tolerant and drought resistant.

**Surface Details**

- Indicate the surface detail of all outdoor areas (i.e.: grass, gravel, asphalt, concrete, pavers, etc.).

**Sewer/Water**

- Show the location of all sewer, water and storm sewer lines (only for new construction or project where there is an increase in impervious surface).

**Signage**

- Provide proposed signage information for the project. (Note: This is required if signage is the reason for the conditional use. If not, signage may be approved separately from the Conditional Use review unless otherwise indicated by Staff).

**Drainage/Grading**

- Show on-site surface water drainage and grading, and building and ground elevations (new construction only).

**FLOOR PLANS & ELEVATION DRAWINGS TO SCALE:** (Unless otherwise noted, provide 3 copies, One of the three copies shall be no larger than 11"x17". The reduced copy does not need to be to scale. (NOTE: Submit 8 sets for Planned Developments): **If you are unable to provide this information addressing all the requirements below, you may wish to contact an architect to assist you in creating your plans.**

**Scaled Floor Plans**

- Provide an 'as-built' copy, and a 'proposed build out' copy if any changes to the internal layout are requested. Scaled dimensions of all interior areas shall be provided. These areas may include office spaces, general work areas, storage areas, waiting rooms, repair areas, bathrooms, garage areas, kitchen areas, etc.

**Architecture**

- Provide detail of existing architectural treatments on the entire building exterior. If remodeling, repairing, or new construction work is part of this proposal, also provide information on proposed colors, materials, and extra features such as awnings, canopies, porticos, etc. Identify what materials the building will be constructed of (i.e.: masonry, brick, etc.). Indicate any proposed changes to the materials (including the roof).

**OTHER INFORMATION**

**Written Description**

- Provide a DETAILED, WRITTEN description of the proposed business. Provide information about the type of business, machinery involved, type of product produced and/or services being provided, noise issues, parking data, etc. Additional information may be requested throughout the review process.

**Deliveries**

- Discuss anticipated truck traffic and size of trucks, as well as frequency of deliveries and pick-ups.

**Maintenance Plan**

- Provide a site maintenance plan, indicating who will be responsible for things such as grass cutting, garbage and litter removal, enforcement of parking standards, clearing of snow, daily site up-keep, etc. If these duties will be contracted out, include a copy of the contractor's proposal or agreement.

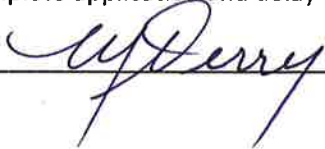
**Indicate any plans for future expansion, if applicable**

**Review Fee**

- **A non-refundable review fee of \$695.00, payable by cash or check, made out to the City of Racine shall be submitted with the complete submittal+. If this request is being made in conjunction with a rezoning request, the combined fee is \$1,120.00.**

I certify that all items checked above have been provided. I understand that not providing all of this information may result in an incomplete application and delay the consideration of my project for approval.

SIGNATURE: \_\_\_\_\_



DATE: \_\_\_\_\_

12-20-2018



Minds of Tomorrow Montessori Academy, LLC.  
2310 S. Green Bay Road C-124 Racine, WI 53406 262-842-5070

December 28, 2018

City of Racine  
Department of City Development  
730 Washington Avenue, Room 102  
Racine, WI 53403

Re: Minds of Tomorrow Application for Conditional Use Permit

To Whom It May Concern:

I am requesting permission to establish a Spanish Immersion Montessori School at the property located at 1407 S. Memorial Drive, Racine, Wisconsin. The Montessori school will service 3-6 year old students in the Racine County. The Montessori Approach has a global reputation for its pedagogical approach that supports and nurtures children's development in all areas: physical, intellectual, language and social-emotional. Currently, two other Montessori schools exist in the area and I would be the first Spanish Immersion Montessori that would provide such education. My passion and background is in education, I have my Master's Degree in Educational Leadership and I strongly believe that the Racine community would benefit from such program.

Hours of operation would be for half-days: 8:30 a.m. - 12:30 p.m., Monday through Friday; however, depending on enrollment the school will have the option to operated an additional afternoon session from 12:45-3:45 p.m. Parents would drive in through the Washington entrance and exit through the S. Memorial Drive. Staff would wait for children to be dropped off by the back door. The building has already exterior surveillance cameras and additional FOB entrance keys would be installed and provided for registered parents and staff members. In addition an alarm system will be connected. All deliveries will be made during hours of operation and packages will be sent to mailing address at 2310 S. Green Bay Road C124, Racine, WI, 53406.

A 5-foot rolling fence will be installed at the Washington Avenue, adjacent to the building and on the S. Memorial Drive exit for purposes when children are outside. A garden and small playground area will be built behind the brick and block garage. The maintenance for the building and sidewalk will be contracted out for snow removal. Signage will be changed to show school logo and current activities, documents for image of playground and signage is included as attachment.

Thank you in advance for your time and consideration. I look forward to hearing from you and approval for this endeavor.

Sincerely,



Mildred Zamorano-Perry

Attachments: Signage Preview, Type of Rolling Fence, Garden/playground area, Arial View of Property, Interior layout



# CUSTOMER PROOF

**-PLEASE PROOFREAD CAREFULLY.-**

**FASTSIGNS**

More than fast. More than signs.  
1122 South Airline Rd, Ste 103  
Mount Pleasant, WI 53406  
262-977-7900

PAGE 1 OF 2

*See also Reverse side*



**ARTWORK CHARGE** — With your drawing/estimate, you are allowed one artwork revision. There will be an artwork charge for any additional drawings.

**A** \_\_\_\_\_

**B** \_\_\_\_\_

CUSTOMER / PROJECT Minds of Tomorrow Montessori Academy

SIZE: 140"x32"

MATERIALS USED

SUBSTRATE: \_\_\_\_\_

DRAWN BY: Ben

DATE: 12/19/2018

FILE NAME: \_\_\_\_\_

I have checked the DETAILS. FASTSIGNS of Racine is not responsible for typographical errors.

X \_\_\_\_\_

APPROVE - SIGNATURE

DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CUSTOMER PROOF

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1122 South Airline Rd, Ste 103

Mount Pleasant, WI 53406

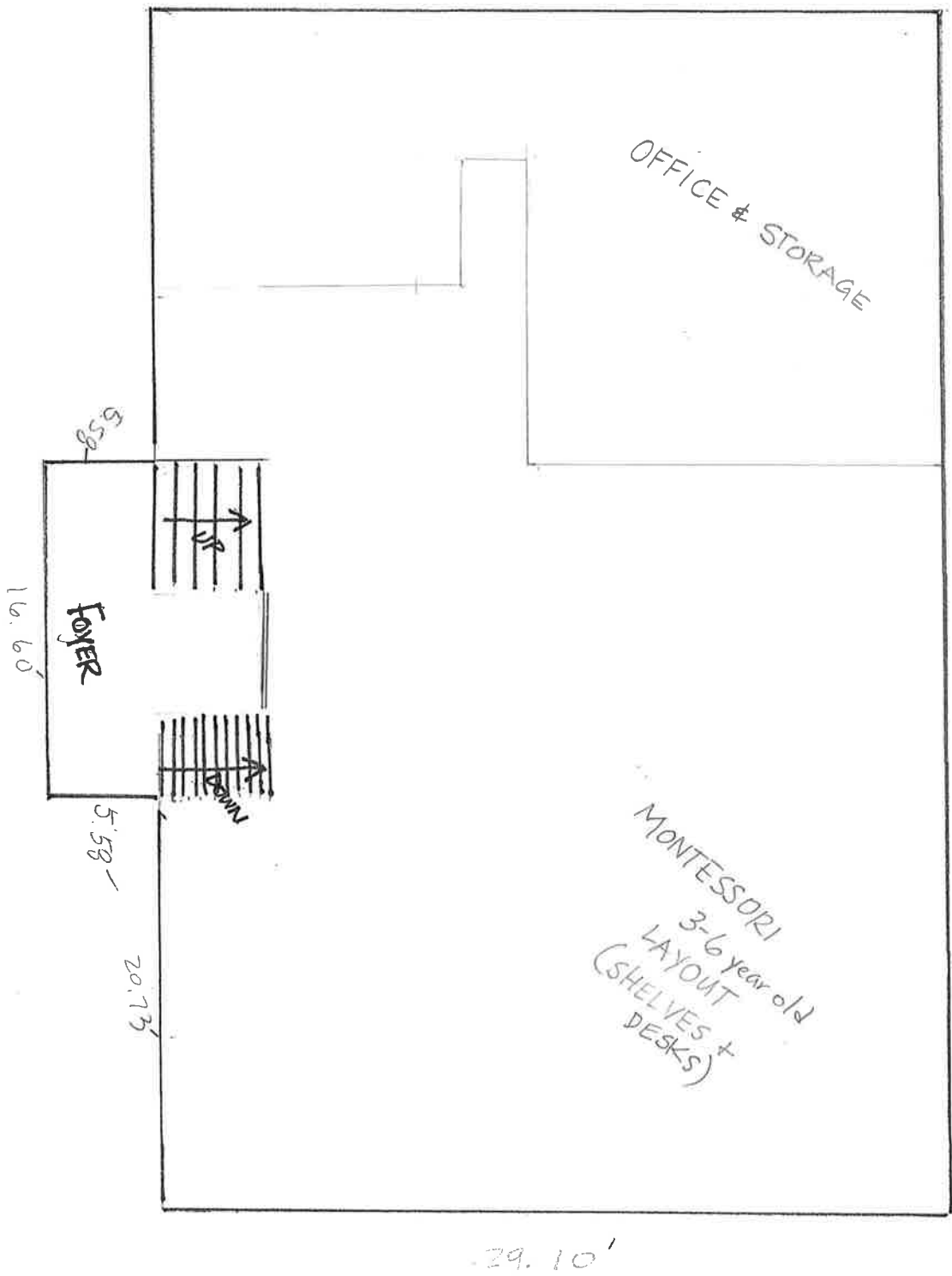
262-977-7900

PAGE 2 of 2



**ARTWORK CHARGE** — With your drawing/estimate, you are allowed one artwork revision. There will be an artwork charge for any additional drawings.

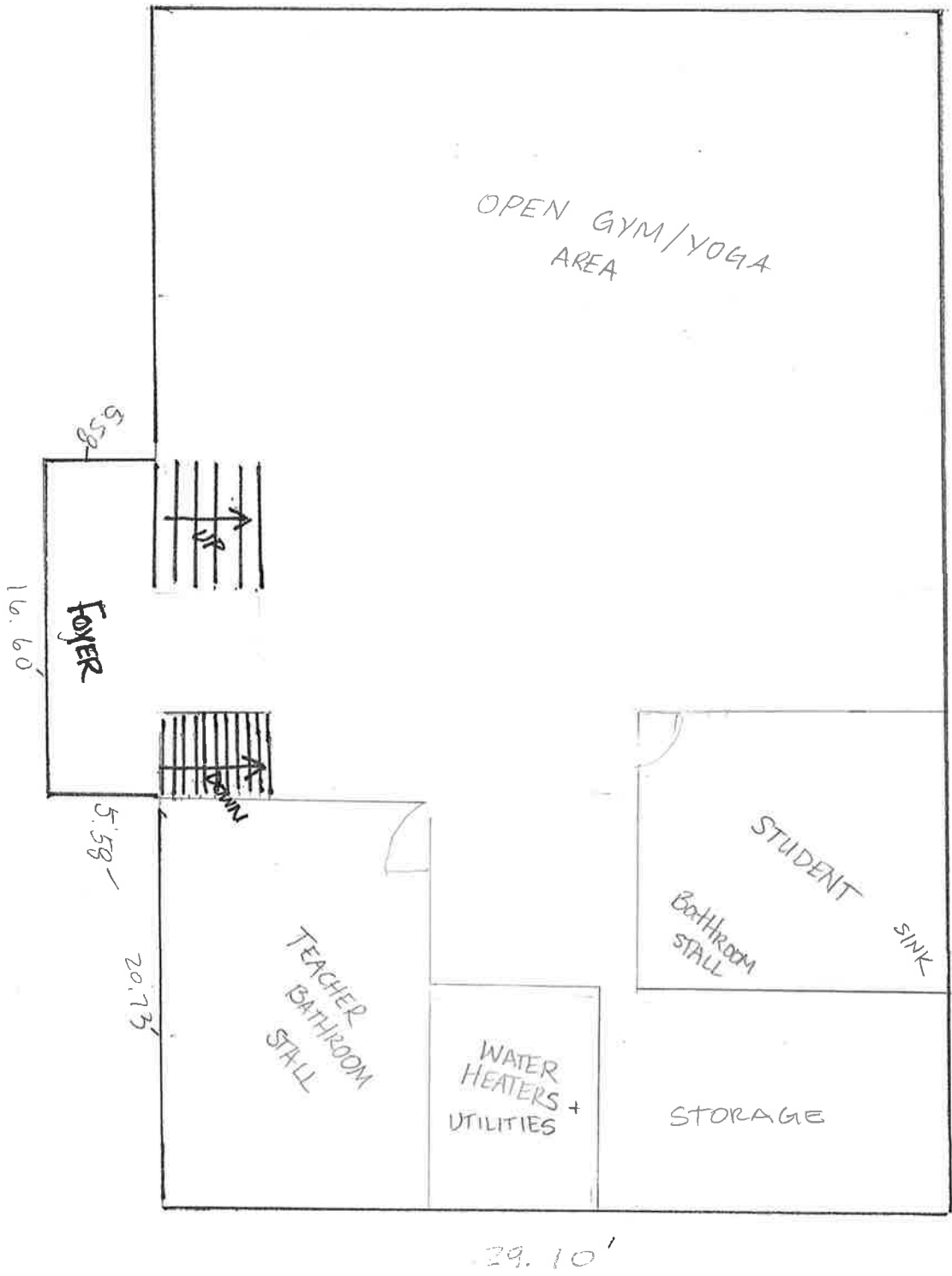
<b>A</b> _____	<b>B</b> _____	SIZE: <u>140"x32"</u>	MATERIALS USED _____ _____ _____ _____ _____
CUSTOMER / PROJECT <u>Minds of Tomorrow Montessori Academy</u>		SUBSTRATE: _____	
I have checked the DETAILS. FASTSIGNS of Racine is not responsible for typographical errors.		DRAWN BY: <u>Ben</u>	
X _____		DATE: <u>12/19/2018</u>	
APPROVE - SIGNATURE		FILE NAME: _____	
		DATE: _____	



21.85'

1/8" scale | UPPER

29.10'



58.12'

1/8" scale | LOWER





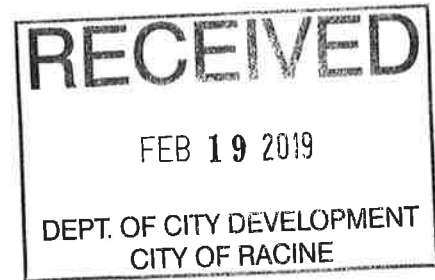


**TRAFFIC  
ENGINEERING  
SERVICES, INC.**

13545 Watertown Plank Road • Elm Grove, WI 53122 • (262) 797-9097 • Fax (262) 797-9098 • www.tes.info

February 14, 2019

Mildred Zamorano-Perry  
Minds of Tomorrow Montessori  
1407 S. Memorial Drive  
Racine, WI 53403



RE: Proposed Montessori School  
Washington Avenue and Memorial Drive  
Racine, WI

Dear Ms. Zamorano-Perry,

On February 13, you requested that I review your proposed traffic operation for Minds of Tomorrow Montessori school. I discussed the history of land use and traffic operations for this site with John Rooney, PE, City Engineer. This site has been used with current traffic flow as Satellite Library, Used Car Lot and Tax Consultant Office. There has been no notice to Mr. Rooney that problems existed for traffic operations for the previous uses.

Three staff members are proposed for 25 students ages 3 to 6. Drop off for school is from 8:30 to 8:40 AM with pick up from 12:00 to 12:30 PM. There will be seven parking spaces for staff, parent and visitor parking. The proposal is for cars to enter the lot from 4-lane Washington Avenue, remove parking in front of main entrance for passenger side student drop-off. The current circulation lane will be retained adjacent to angle parking. Staff meets the students and walk them to and from school resulting in a very short time for student discharge and pick-up.

To exit the parking lot a motorist may turn left to proceed south on Memorial Drive or right for travel to STOP sign control at Washington Avenue where there are left and right turn lanes.

It is my professional opinion that the proposed use and traffic flow will have no detrimental effect on street or on-site traffic operations.

Sincerely,

Wayne R. Higgins, RE, PTOE  
President



cc: John C. Rooney, PE, City Engineer, City of Racine  
Jeff Hintz, Associate Planner, Dept of City Development  
Matt Sadowski, Asst. Director, Dept of City Development

## Minds of Tomorrow Playground

Please find attached the specifics and images for the playground:

The Playground area will be on mainly Grass/turf.

The "Y" pathway and the underground of the clubhouse will be of rubber mulch.

The Stepping-stones will be of natural tree logs (various diameters and thickness) that will be placed on the exterior of the playground.

The 2 Raised Garden beds will be made of cedar 2'x3'x15" (WxLxD)

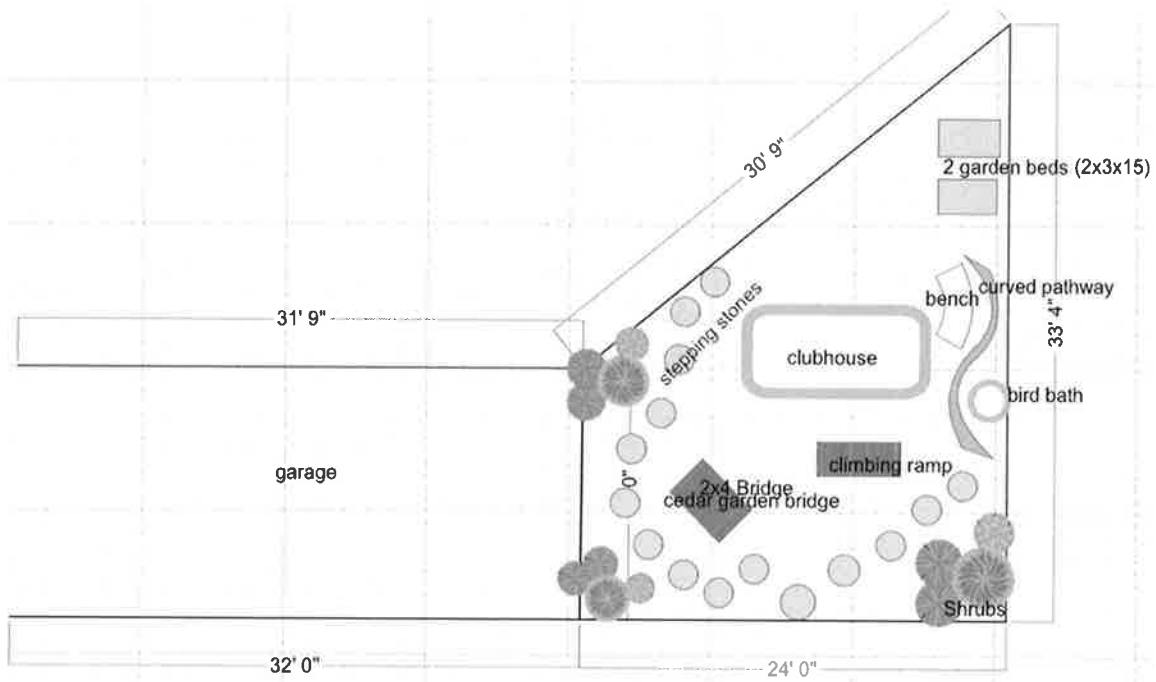
The bridge will be of Cedar and specifications are 2'x4'

Typical birdbath fountain will be purchased from local greenhouse.

Climbing Ramp specification triangle is 24" tall x 31.5" long and ramps are 12" long by 43.3" tall.

The Clubhouse will be purchased from little tykes and its dimensions are 139"x93.44"x80.9"

Shrubs will vary from placing clematis that will climb next to the garage, peonies, garden phlox and geraniums.





## Raised Garden Beds



Curved Bench 58"x15"x17"



Bird Bath



Stepping Stones of various diameters



Cedar Bridge



Climbing Ramp





Clubhouse Little Tykes



## Montage II

x

Fence Products

Montage

Montage Plus

Montage Commercial

**Montage II**

Aegis Plus

Aegis II

Aegis II Xtreme

Echelon

Echelon Plus

Echelon II

Stalwart



Genesis Style

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OK