



Application for Conditional Use Permit

Applicant Name: **Amelia Fahrnich**
Address: **5931 Pilgrim Way** City: **Mount Pleasant**
State: **WI** Zip: **53406**
Telephone: **262-902-3594** Cell Phone: **262-902-3594**
Email: **aandersen@sonnenbergschools.org**

Agent Name: **Amelia Fahrnich**
Address: **5931 Pilgrim Way** City: **Mount Pleasant**
State: **WI** Zip: **53406**
Telephone: **262-902-3594** Cell Phone: **262-902-3594**
Email: **aandersen@sonnenbergschools.org**

Property Address (Es): **800 Villa Street**
Current Zoning: **Conditional Use Permit**
Current/Most Recent Property Use: **Literacy Program**
Proposed Use: **Office Space**





If the required supplemental materials, which constitute a completed application, are not submitted, the application will not be processed.

Required Submittal Format

1. An electronic submission via email/USB drive/CD/Download link; and
2. One (1) paper copy, no larger than 11" x 17" size.

Required Submittal Item	Applicant Submitted	City Received
1. Conditional Use Review Application	☒	
2. Written description of project, including: a. Hours of operation b. Anticipated delivery schedule c. Maintenance plan d. General use of the building and lot	☒	
3. Site Plan (drawn to scale), including: a. Fully dimensioned property boundary b. All buildings (existing and proposed) c. Setbacks from property lines d. Identification as to whether all elements are "Existing" or "Proposed" e. Dimensioned parking spaces and drive aisle layout f. Trash enclosure location and materials g. Loading spaces h. Fire hydrant locations i. Location of signage, with setbacks	☒	
4. Zoning Analysis Table a. Land area (in acres and square feet) b. Building area (in square feet) c. Setbacks (required yards in feet) d. Floor Area Ratio (building area divided by lot area) e. Lot Coverage (building footprint divided by lot area) f. Height of all buildings and structures g. Percentage of greenspace (landscaped areas divided by lot area) h. Parking spaces	☐	
5. Landscape Plan a. Bufferyards b. Parking Areas c. Screening and fencing locations d. Plant lists including the following: Latin and Common Names, Number of each planting material, and Size at planting.	☐	



DEPARTMENT OF CITY DEVELOPMENT



Required Submittal Item	Applicant Submitted	City Received
6. Lighting Plan a. Location of light fixtures b. A cut sheet of light fixtures with indication of cut-offs or shielding c. Illumination diagram indicating intensity of lighting on the property.	☐	
7. Floor Plan a. Preliminary floor plan layout of all buildings/structures b. Labels for the type of use of the area c. Labels for square footage of the area	☒	
8. Engineering Plan a. Stormwater Plan (Drainage pattern, flow, detention) b. Existing and proposed roadway and access configurations c. Cross access	☐	
9. Signage Plan a. dimensioned color elevations of signage b. A diagram showing the location of the proposed signage	☐	
10. Building/site elevations (if new building or exterior changes planned) a. Building elevations showing all four sides of the buildings in color b. Elevation of trash enclosure area	☐	
11. Building Material Samples (if making exterior changes)	☐	
12. Review Fee	☒	

Acknowledgement and authorization signatures

A conditional use is not like a building permit; applying does not mean it will be approved.

The approval may contain conditions related to the improvement of the site which must be met prior to the issuance of a building occupancy permit. Conditions related to the operational aspect(s) of the business must be complied with at all times. That, in the event site improvement work required by ordinance cannot be completed prior to desired occupancy, a financial assurance, at 100% of the improvement estimate, guaranteeing completion of the required improvements must be placed on file with the City of Racine. Estimates and Assurance documents are subject to the review and final approval by the City. Improvements may include but are not limited to landscaping, fencing, lighting, pavement surfacing and sealing, dumpster enclosures, and exterior building improvements;

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.

Owner Signature (acknowledgement and authorization): *Shirley D. Feli* Date: 9/30/2025

Applicant Signature (acknowledgement): *[Signature]* Date: 9/30/25





Written Description of Project

Villa Street Campus, Sonnenberg Schools

Hours of Operation

The proposed administrative office will operate Monday through Friday, primarily between the hours of 7:30 a.m. and 4:00 p.m.

Anticipated Delivery Schedule

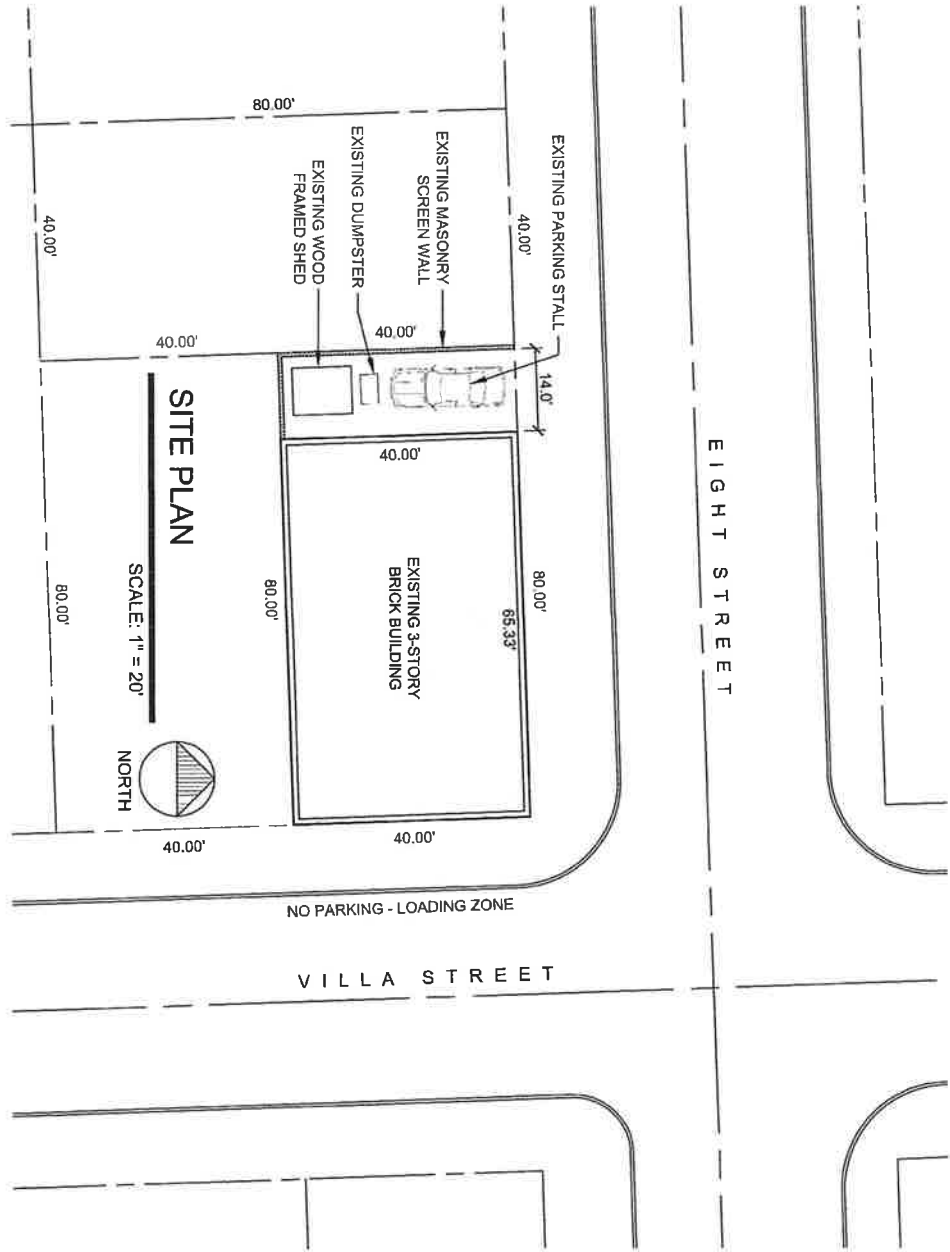
The facility will not generate significant delivery traffic. Deliveries are anticipated to occur exclusively during standard business hours (7:30 a.m. to 4:00 p.m.).

Maintenance Plan

The property will be maintained in a manner consistent with City of Racine standards and the operational needs of a professional office facility. On site staff will provide daily interior cleaning and upkeep and one time per month our cleaning company will deep clean the building. Exterior maintenance, including snow removal, lawn care, and landscaping, will be performed by our Maintenance Manager. Preventive maintenance of building systems (including HVAC, plumbing, and electrical) will be scheduled at appropriate intervals and performed by licensed contractors. The applicant is committed to maintaining the building and lot in a safe, functional, and visually appropriate condition.

General Use of the Building and Lot

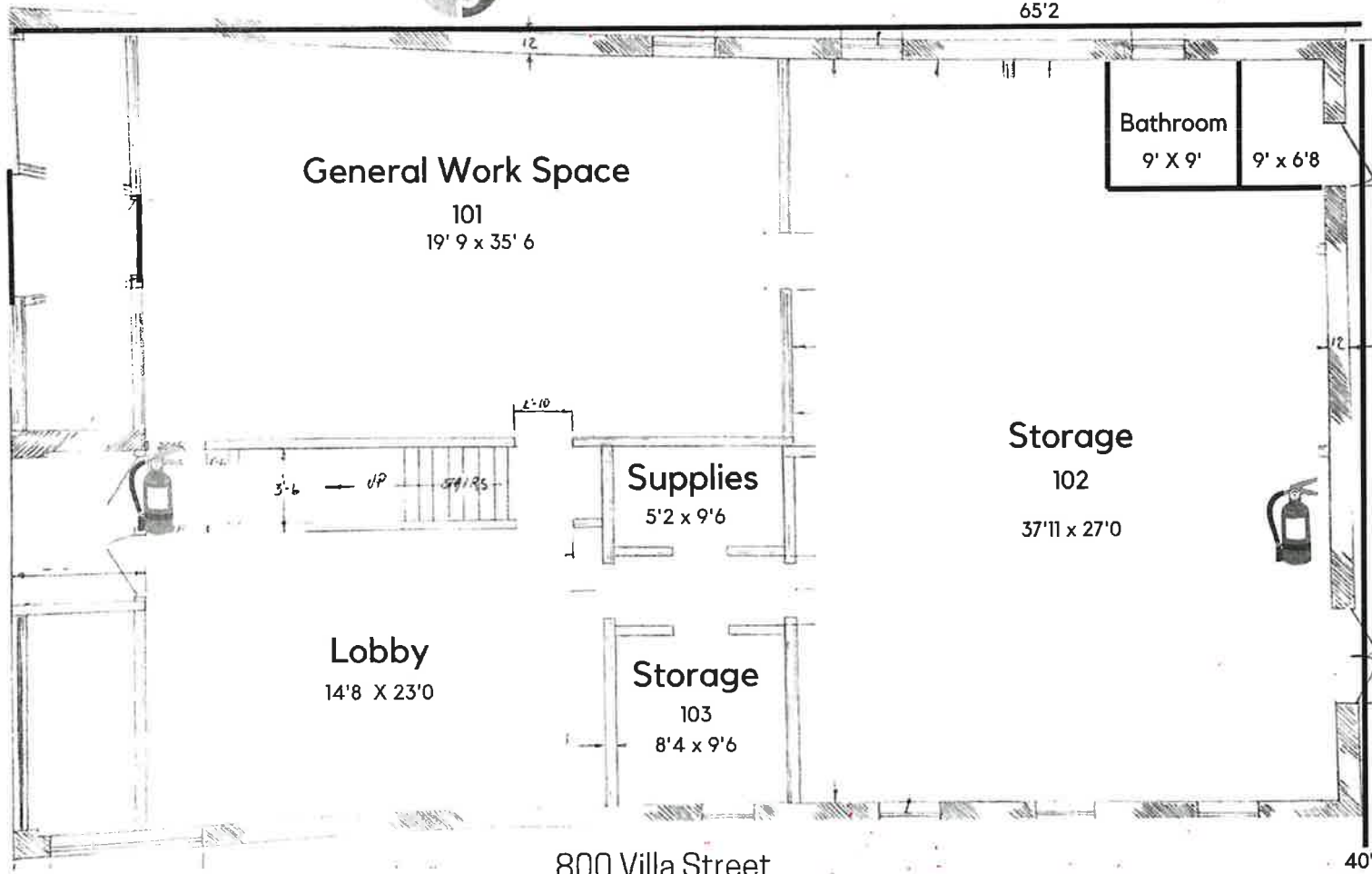
The Villa Street Campus will be utilized solely as the administrative offices of Sonnenberg Schools. The building will accommodate office space for administrative staff, leadership personnel, and support functions necessary for the operation of the school system (2-4 employees daily on average). No instructional programming or student attendance will occur on-site. All uses of the premises will remain consistent with its designation as an administrative office facility.



SHEET 1 OF 1	SITE PLAN SONNENBERG SCHOOLS, INC. 800 VILLA STREET, RACINE, WI 53403	RPY Architecture, LLC 3316 N Wisconsin St 262-994-9285 Racine, WI 53402 mb_yuhas@yahoo.com	© 2025 RPY ARCHITECTURE, LLC. THIS DESIGN AND DRAWING IS THE EXCLUSIVE PROPERTY OF RPY ARCHITECTURE, LLC. ANY USE OR REPRODUCTION WITHOUT THE EXPRESSED WRITTEN CONSENT OF RPY ARCHITECTURE, LLC IS STRICTLY PROHIBITED.
----------------------------	--	---	---



1st Floor

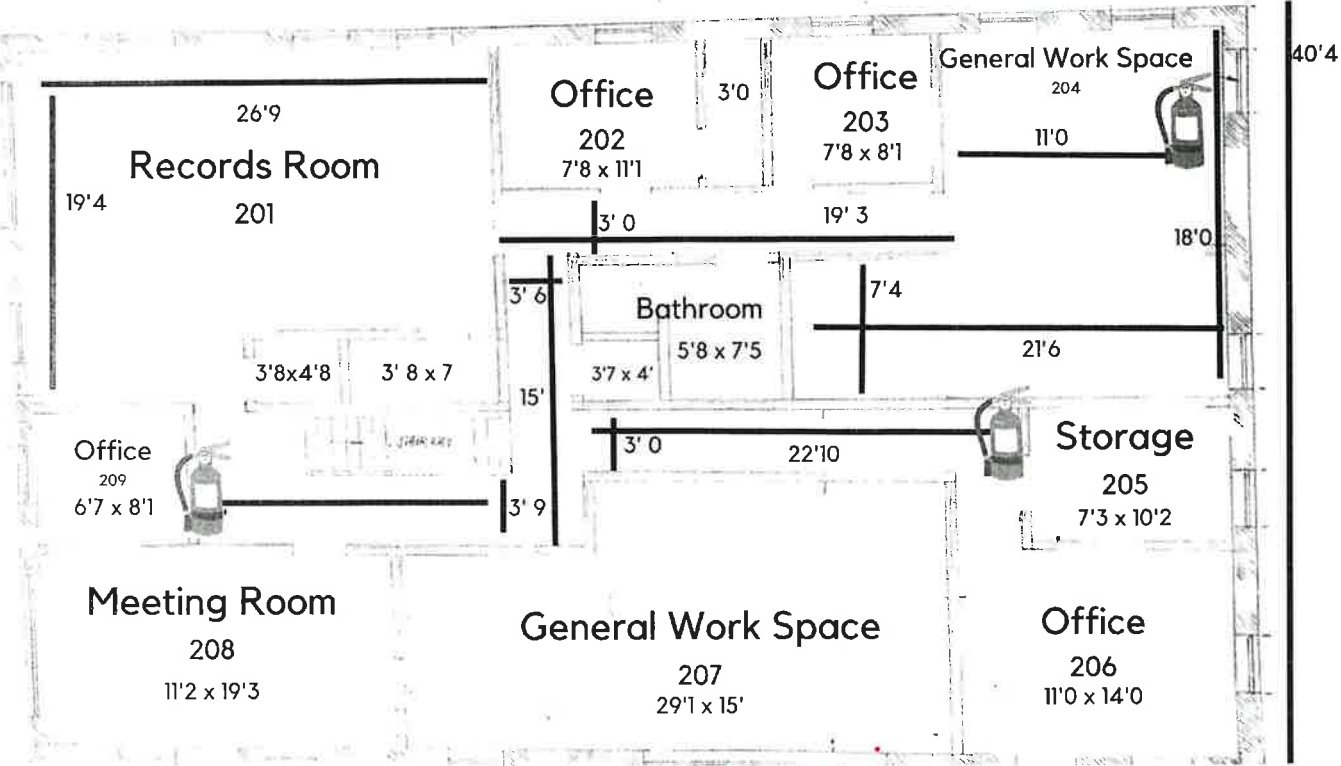


800 Villa Street
Racine WI 53403



2nd Floor

65'2



800 Villa Street
Racine WI 53403