



## Application for Conditional Use Permit

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Agent Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Property Address (Es): \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Current/Most Recent Property Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_





The application will be evaluated using the standards of Sec. 114-154 of the Municipal Code (below). Please use the space to justify and explain how your proposal addresses these conditions; use an additional sheet if necessary.

- (1) The establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger, the public health, safety, morals, comfort, or general welfare;

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- (2) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood;

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- (3) The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

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- (4) Adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided;

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- (5) Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

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- (6) The proposed conditional use is not contrary to the objectives of the current land use plan for the city; and

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- (7) The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the plan commission.

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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: <ol style="list-style-type: none"><li>a. Hours of operation</li><li>b. Anticipated delivery schedule</li><li>c. Maintenance plan</li><li>d. General use of the building and lot</li></ol>		
3. Site Plan (drawn to scale), including: <ol style="list-style-type: none"><li>a. Fully dimensioned property boundary</li><li>b. All buildings (existing and proposed)</li><li>c. Setbacks from property lines</li><li>d. Identification as to whether all elements are "Existing" or "Proposed"</li><li>e. Dimensioned parking spaces and drive aisle layout</li><li>f. Trash enclosure location and materials</li><li>g. Loading spaces</li><li>h. Fire hydrant locations</li><li>i. Location of signage, with setbacks</li></ol>		
4. Zoning Analysis Table <ol style="list-style-type: none"><li>a. Land area (in acres and square feet)</li><li>b. Building area (in square feet)</li><li>c. Setbacks (required yards in feet)</li><li>d. Floor Area Ratio (building area divided by lot area)</li><li>e. Lot Coverage (building footprint divided by lot area)</li><li>f. Height of all buildings and structures</li><li>g. Percentage of greenspace (landscaped areas divided by lot area)</li><li>h. Parking spaces</li></ol>		
5. Landscape Plan <ol style="list-style-type: none"><li>a. Bufferyards</li><li>b. Parking Areas</li><li>c. Screening and fencing locations</li><li>d. Plant lists including the following: Latin and Common Names, Number of each planting material, and Size at planting.</li></ol>		





Required Submittal Item	Applicant Submitted	City Received
6. Lighting Plan <ul style="list-style-type: none"><li>a. Location of light fixtures</li><li>b. A cut sheet of light fixtures with indication of cut-offs or shielding</li><li>c. Illumination diagram indicating intensity of lighting on the property.</li></ul>		
7. Floor Plan <ul style="list-style-type: none"><li>a. Preliminary floor plan layout of all buildings/structures</li><li>b. Labels for the type of use of the area</li><li>c. Labels for square footage of the area</li></ul>		
8. Engineering Plan <ul style="list-style-type: none"><li>a. Stormwater Plan (Drainage pattern, flow, detention)</li><li>b. Existing and proposed roadway and access configurations</li><li>c. Cross access</li></ul>		
9. Signage Plan <ul style="list-style-type: none"><li>a. dimensioned color elevations of signage</li><li>b. A diagram showing the location of the proposed signage</li></ul>		
10. Building/site elevations (if new building or exterior changes planned) <ul style="list-style-type: none"><li>a. Building elevations showing all four sides of the buildings in color</li><li>b. Elevation of trash enclosure area</li></ul>		
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): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature (acknowledgement): \_\_\_\_\_ Date: \_\_\_\_\_



## **2. Witten Description of Project**

### **A. Hours of Operation**

General hours of operation will be Monday through Friday from 9am to 5pm. With occasional events that may deviate from those hours. Events may take place any day of the week but would not start before 9am and will not go past 10pm on any day.

### **B. Anticipated Delivery Schedule**

The vast majority of deliveries will all be small package (FedEx, UPS, USPS, and Amazon) and all deliveries will be made during normal business hours. There is plenty of room in our parking lot for deliveries so traffic on Douglas should remain unaffected.

### **C. Maintenance Plan**

Day to day maintenance of the property will be conducted by the owners, John and Stephenie Calhoun, who live on premise, above the business. Other maintenance will be conducted as needed by other contractors. Some of whom are already in place and listed below:

- General Contractor – Katt Construction 262-477-5288
- Landscaping & Snow Removal – Neighborhood Law Care 262-488-2960
- HVAC – Comfort Systems 262-634-7765
- Roofing – Metro Roofing and Repair 262-705-1196
- Parking Lot – Sealcoat King 262-930-7325
- Plumbing – Rasmussen Plumbing 262-633-2737

### **D. General Use of the Building and Lot**

The Meditative Groomer will operate as a pet grooming academy. The operations of the business will focus on teaching the trade of pet grooming to students. The business will operate as an education environment as well as operate as a grooming salon. The focus will be on education but there will be pets on premise for the students to learn from and practice on. Pets will be limited to cats and dogs and no more than 4 pets will be on premise at any given time.

Stephenie Calhoun (Owner) will operate as the head instructor and only employee of the company. The Meditative groomer will also have up to 4 students on premise at any given time during operational hours. The Meditative groomer will also occasionally host independent contractors as specialized instructors. Each education session will be about 12 weeks and then the students will rotate in for the next session.

### 3. Site Plan

#### a. Fully Dimensioned Property Boundary



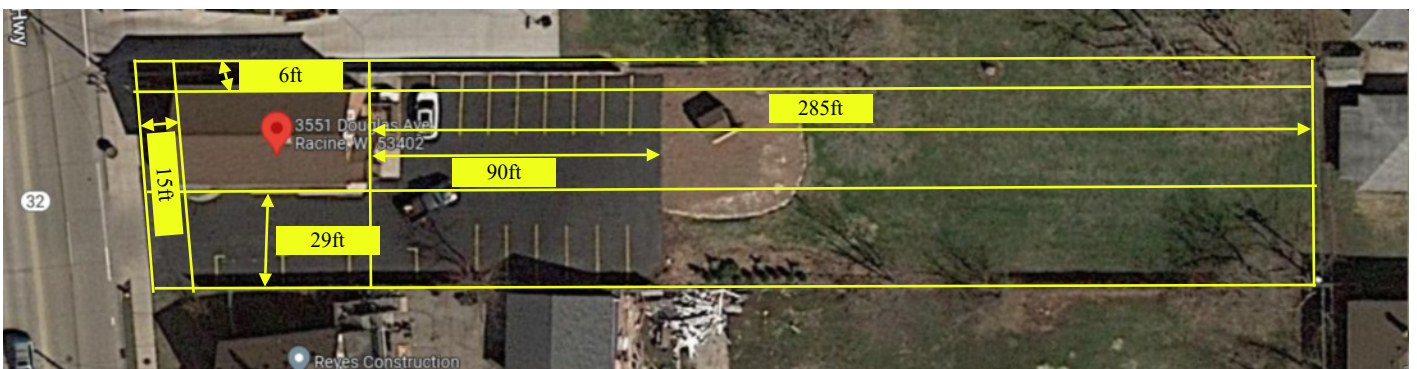
#### b. All Buildings



The Meditative Groomer will only have one building and two structure on premise, all of which are currently existing

1. The main building is a two story building. The first floor will be the operations of the grooming academy and the only floor used for the business. The top floor is a separate apartment where the owners of the Meditative Groomer reside. Both the top floor and basement will be closed off to the public and students. The building was built in 1908 and the first floor has served as various business in the Racine community in the past, including; a grocery store, mortgage office, cheese cake bakery, and most recently a hair salon.
2. The other structure is an existing tool shed that will be locked and serve as storage for maintenance equipment.
3. There is an existing signage structure (currently blank) that will be used for The Meditative Groomer

#### c. Setbacks from Property Lines





#### d. Identification as to whether all elements are “Existing” or “Proposed”

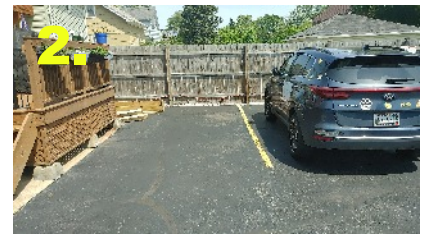
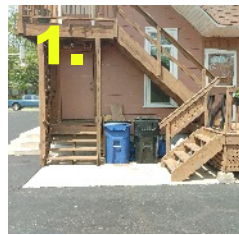
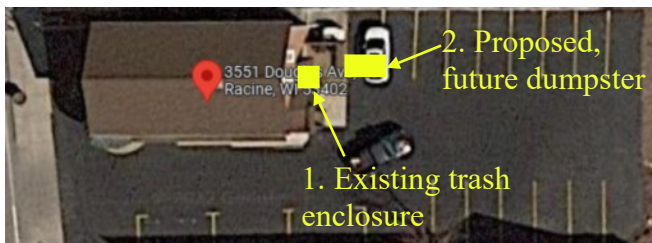
All elements at 3551 Douglas Ave are already existing. The parking lot, building, sign post, and tool shed were all built when The Meditative Groomer acquired the property.

#### e. Dimensioned Parking Spaces and Drive Aisle Layout



The existing parking lot and aisle layout can be seen above. There are a total of 18 normal 8' x 18' spaces and one handicap space in front that measures 15' x 19'

#### f. Trash Enclosure Location and Materials



Currently The Meditative Groomer has normal municipal trash and recycling cans (1.), stored underneath the rear stair well to the apartment in the rear. If future waste removal is needed a proposed location for a small dumpster (2.) Could be placed in the first parking spot to the rear of the building.

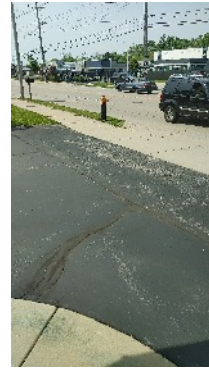
Waste materials will mainly consist of pet hair, used shampoo / product bottles, paper, and other waste that is common for any typical business (ie, food scraps, packaging, and boxes). Recycling will be used whenever possible.

#### g. Loading Spaces



Two areas (pictured above) can be used for loading space, 1. On the side of the building 2. In the rear. Neither space will be used frequently or disrupt traffic on Douglas Ave.

## h. Fire Hydrant Locations



There is one existing fire hydrant near by, approximately 35' Southwest of the main entrance.

## i. Location of Signage, With Setbacks



### Setbacks:

- N - 4 feet from property line
- W - 2 feet from the side walk  
11 feet from the street
- S - 66 feet from property line
- E - 336 feet from property line



#### 4. Zoning Analysis Table

##### a. Land Area

W	L	W	L
70	350	65	350
feet	feet	feet	feet

**Total Squire Feet:** 24,500 sq. feet  
**Total Acres:** 0.562 acres

##### b. Building Area

W	L	W	L
50	27	50	27
feet	feet	feet	feet

**Total Squire Feet:** 1,350 sq. feet

##### c. Setbacks

N	E	S	W
6	285	29	15
feet	feet	feet	feet

N	E	S	W
2	95	9.67	5
yards	yards	yards	yards

N	E	S	W
2,100	18,525	10,150	1,050
sq. feet	sq. feet	sq. feet	sq. feet

N	E	S	W
233	2,058	1,128	117
sq. yards	sq. yards	sq. yards	sq. yards

##### d. Floor Area Ratio

Building	Lot	Ratio
1,350	7,956	<b>0.17</b>
sq. feet	sq. feet	<b>sq. feet</b>

##### e. Lot Coverage

Building	Lot	Ratio
2,200	7,956	<b>0.28</b>
sq. feet	sq. feet	<b>sq. feet</b>

##### f. High of All Buildings and Stuctures

Building	Signage	Shed
30	12	8
feet	feet	feet

##### g. Percentage of Greenspace

Lot	Landscape	%
7,956	12,675	<b>63%</b>
sq. feet	sq. feet	

##### h. Parking Spaces

# Spaces	W'	H'	Total Sq ft
18	8	18	2592
1	15	19	285

Total Parking Area 2,877

Total Lot Size 7,956

**Parkig Ratio 0.36**

## 5. Landscape Plan

### a. Buffer Yards



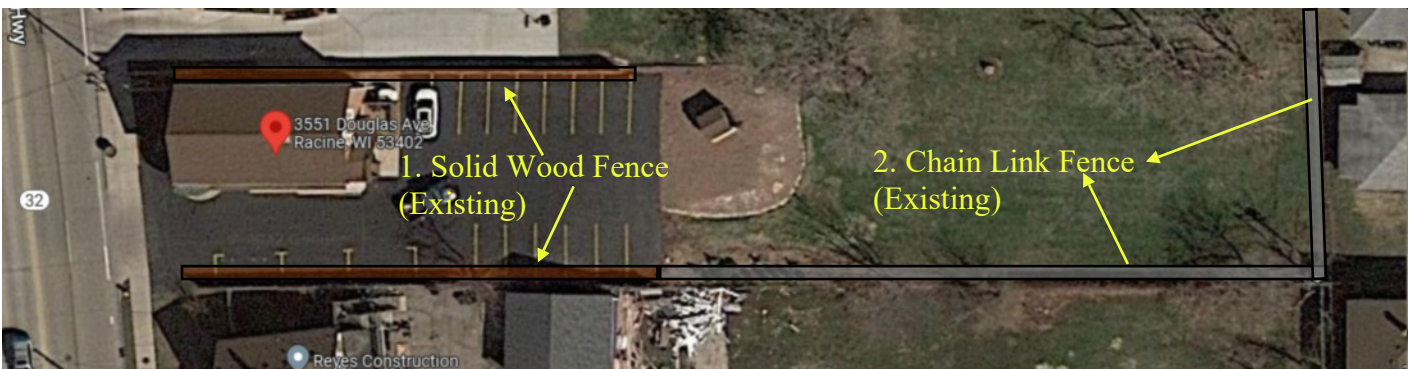
No existing or proposed buffer yards are in place with the exception of the rear lawn separating the business from the residences to the east by 195 ft from the rear of the parking lot. The existing lawn will be maintained by the business owners or hired contractors.

### b. Parking Areas



The existing parking lot has parking on both the side and the rear, with one handicap accessible space in front. There are a total of 19 parking spaces with a total lot size of 7,956 square feet. The existing parking lot will be maintained by the business owners or hired contractors. No additional changes to the lot are planned.

### c. Screening and Fencing Locations



There is existing solid wood fencing along the North and South of the property running the length of the building and parking lot to provide privacy for the immediate neighbors. There is also existing chain link fencing running down the rest of the south lawn and to the east at the rear of the property. All existing fencing will be maintained by the business owners or hired contractors.



## a. Plant List



Signage Garden Bed (1)

Common	Latin
Sea Thrift	Armeria Maritima
Common House Leak	Sempervivum Tectorum
Orange Day Lilly	Hemerocallis Fulva
Moss Phlox	Phlox Subulata
Carpet Sedum	Sedum Lineare
Arrowwood Viburnum	Viburnum Dentatum
Weigela	Weigela Florida
Multiflora Rose	Rosa Multiflora



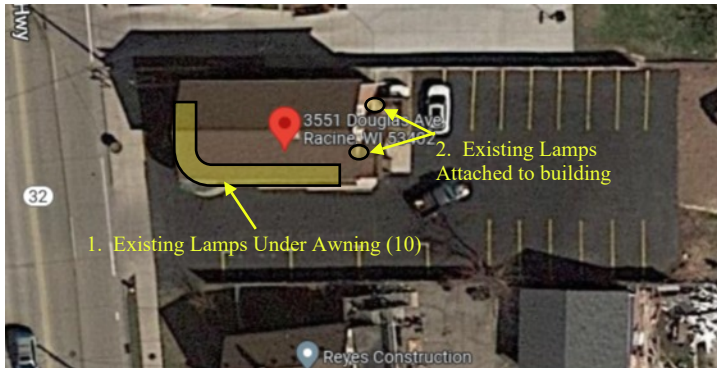
Rear Landscaping (2)

Common	Latin
Yellow Flag	Iris Pseudacorus
Creeping Stone Crop	Phedimus Spurius
Blue Flag	Iris Versicolor
Lilly of the valley	Convallaria Majalis
Fragrant Plantain Lilly	Hosta Plantaginea
Northern White Cedar	Thuja Occidentalis
Didier's Tulip	Tulipa Gesneriana
Wintercreeper Euonymus	Euonymus Fortunei
Wild Daffodil	Narcissus Pseudonarcissus

The raised garden bed (1.) And Rear Parking Landscaping (2.) Were already in place when the property was purchased. All plants have been identified to the best of our ability in those two areas.

## 6. Lighting Plan

### a. Location of Light Fixtures



Outdoor lighting is located on the front of the property (1.) 10 lights are located under the front awning. These light provide light to paring in the front and side of the building and will only be lit during hours of operation and special events never after 10pm. The rear lights (2.) are two lights attached to the rear of the building and are on dusk to dawn sensors. These provide light to the rear of the parking lot and will remain lit during all dark hours for safety. No additional lighting is planed at this time.

### b. A Cut Sheet of Light Fixtures With indication of cut-offs or shielding

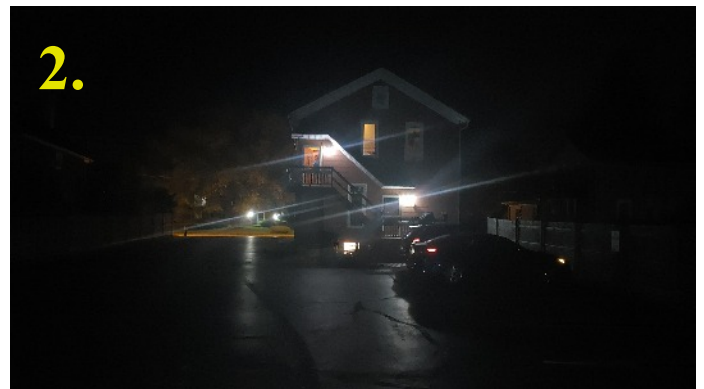


1. The lighting under the awning is recessed into the awning and is existing and was already installed prior to the purchase of the property. We have no additional information on this lighting



2. The lighting in the rear has plastic covers and is existing and was already installed prior to the purchase of the property. We have no additional information on this lighting

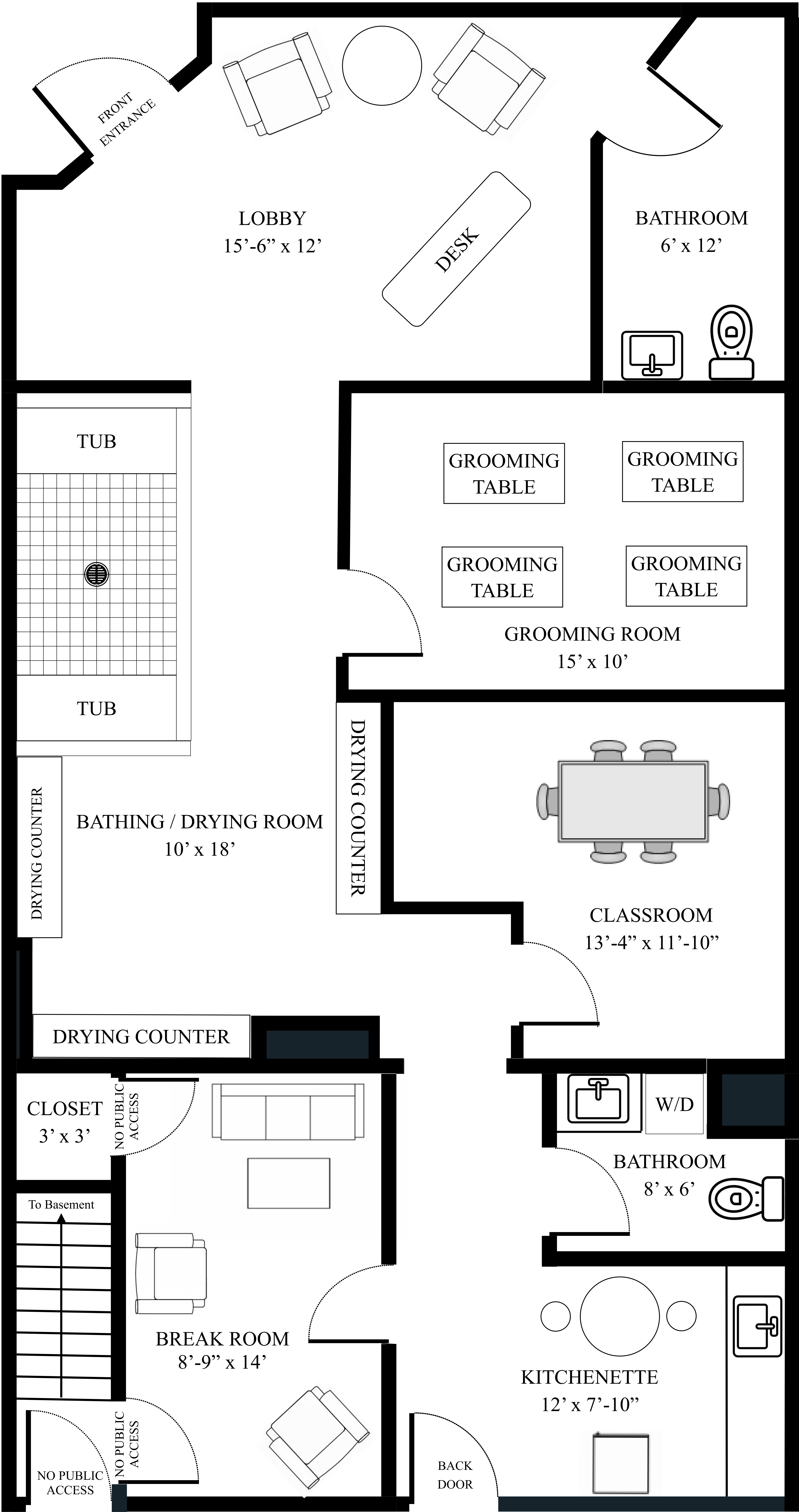
### c. Illumination diagram indicating intensity of light on the property



Above the illumination intensity of the lights can be seen as from Douglas Ave (1) and the rear of the parking lot (2). The front lights are 10 - 620 lumens bulbs recessed into the awning and pointing straight down. The rear lights (2) are two 780 lumens bulbs shield by plastic covers.



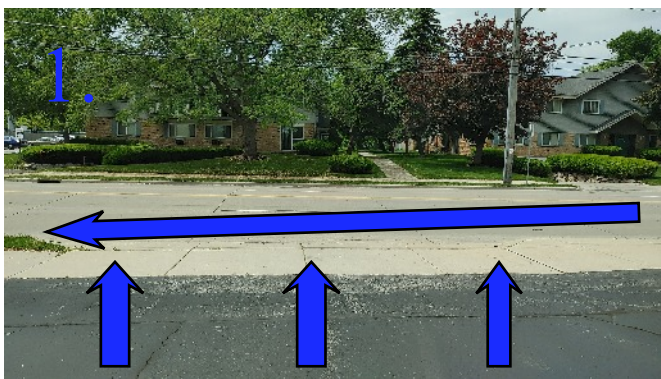
# 7. Floor Plan





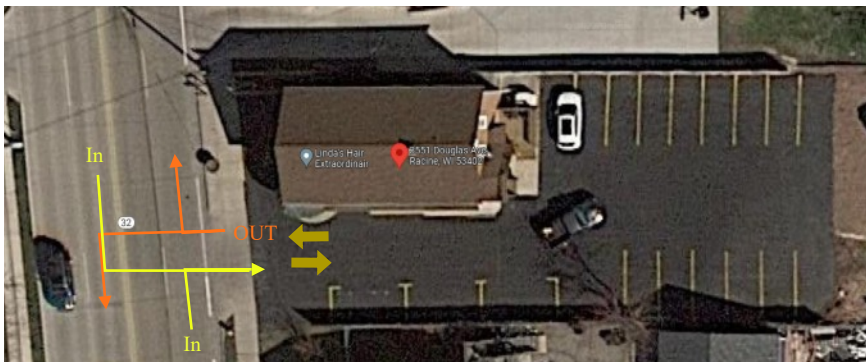
## 8. Engineering Plan

### a. Stormwater Plan



The property already has engineered stormwater runoff in place. The majority of the water on the property drains to the rear into the large lawn. Figure 2 shows the point of runoff that direction and the slope to that area. The front of the building drains to Douglas Ave and uses existing stormwater collection set up by the City of Racine. Figure one shows the direction and flow of this runoff. The top diagram shows the split point of runoff and the path each takes.

### b. Existing and Proposed Roadway and Access Configurations



The business will use the existing access to Douglas Ave and will be a simple in and our structure. A car can both enter and exit next to each other. With less than access of 20 cars a day, including: deliveries, students, and customers. Traffic impact on Douglas Ave should be minimal.

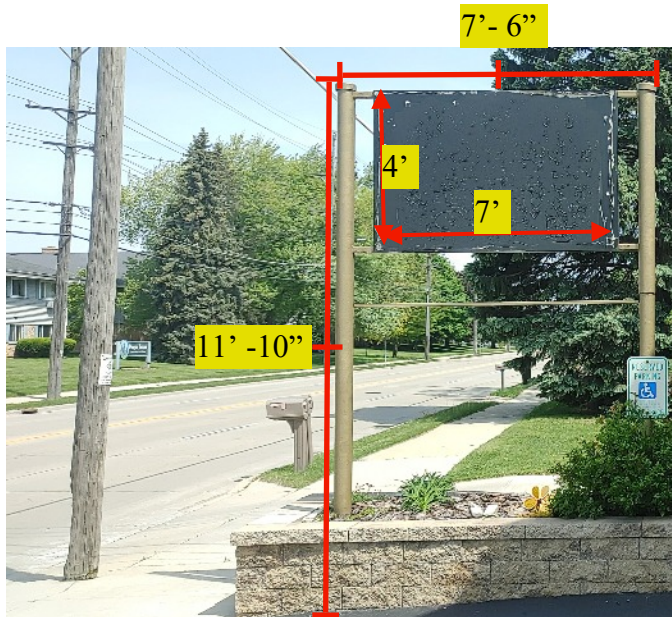
### c. Cross Access

No cross access exist or is planed because all buildings to the North, South, and Ease are all residential.



## 9. Signage Plan

### a. Dimensioned Color Elevations of Signage



There is existing signage structure on the property from previous businesses. This will be the structure used for the proposed signage. The overall structure is 11'-10" tall by 7'-6" wide and sits in a raised flower bed. The sign itself is 4' tall by 7' wide. Pictured above and to the left is the current signage structure. Pictured above and to the right is the proposed signage using the existing structure. The proposed signage shows the colors, language, font, and symbols that will be used on the 4'x7' sign

### b. A Diagram Showing the Location of the Proposed Signage



The existing location of the signage structure will be used for the proposed signage

#### Setbacks:

- N - 4 feet from property line
- W - 2 feet from the side walk
- 11 feet from the street

## **10. Building/Site Elevations**

No new building or exterior changes are planed



## **11. Building Material Samples**

No Exterior Changes Will Be Made