



Conditional Use

Village of East Troy, Wisconsin

Version: January 1, 2022

Village of East Troy
2015 Energy Drive
East Troy, WI 53120

Overview: The Village's zoning code identifies land uses that may be allowed in each of the zoning districts either by right or as a conditional use. By definition, a conditional use is a land use that may or may not be appropriate on a given parcel depending on a wide range of factors that relate to the proposed use and the particular circumstances relating to the parcel and surrounding properties. Conditional uses are therefore considered on a case-by-case basis. As part of the review process, the Plan Commission conducts a public hearing to solicit input from the general public and other interested parties. When reviewing conditional use applications, the Plan Commission serves in an advisory capacity to the Village Board, which makes the final decision. The recommendation of the Plan Commission and the decision of the Village Board are based on the evidence and testimony received as part of the application and through the public hearing process.

Governing regulations: The procedures and standards governing the review of this application are found in Section § 510-157 of the Village's zoning code.

General instructions: Complete this application and submit one copy to the Village Clerk at the mailing address shown above. Before you formally submit your application, you are encouraged to meet with the zoning administrator who can answer any questions you may have. If you have any questions, do not hesitate to contact the zoning administrator at (920) 728-2814 or via email at tim.schwecke@civitekconsulting.com. You may download this form at <https://villageofeasttroy.zoninghub.com/highlights/procedures/procedure.aspx>.

Application fee: \$250.00, plus charges for professional services

Application submittal deadline: Applications must be submitted by the second Monday of the month by 12:00 pm at the Village Hall.

1. Applicant information

Applicant name East Troy Community School District

Street address 2040 Beulah Ave

City, state, zip code East Troy WI 53120

Daytime telephone number 262-642-6710

Email

2. Agent contact information.

Include the names of those agents, if any, that helped prepare this application including the supplemental information. Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	Agent 1	Agent 2
Name	<u>Christopher Gerrity</u>	<u></u>
Company	<u>Performance Services, Inc.</u>	<u></u>
Street address	<u>175 N. Patrick Boulevard, Suite 110</u>	<u></u>
City, state, zip code	<u>Brookfield, WI 53045</u>	<u></u>
Daytime telephone number	<u>317-931-9583</u>	<u></u>
Email	<u>CGerrity@performanceservices.com</u>	<u></u>

3. Type of application (select one)

- ☒ New conditional use
- ☒ Yes ☐ No Are there any other current conditional use approvals for the property?
- If yes, provide the year of issuance and a short description.

2018-16: Site Plan for storage building at East Troy Middle School

- ☐ An amendment of a previously approved conditional use
- If an amendment, attach a copy of the current approval document.

4. Subject property information

Physical address 3143 Graydon Ave, East Troy 53120

Tax key number(s) RXUP 00202

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the Village Clerk.

5. Zoning information (refer to the Village's current zoning map)

The subject property is located in the following base zoning district(s). (check all that apply)

- | | | |
|---|---|---|
| <input type="checkbox"/> RH-35 Rural Holding | <input type="checkbox"/> TR-8 Two-Family Residential | <input type="checkbox"/> NB Neighborhood Business |
| <input type="checkbox"/> SR-3 Estate Residential | <input type="checkbox"/> AR-9 Attached Residential | <input type="checkbox"/> HB Highway Business |
| <input checked="" type="checkbox"/> SR-4 Suburban Residential | <input type="checkbox"/> MR-10 Multi-Family Residential | <input type="checkbox"/> CB Central Business |
| <input type="checkbox"/> SR-5 Neighborhood Residential | <input type="checkbox"/> MHR-6 Mobile Home Residential | <input type="checkbox"/> BP Business Park |
| <input type="checkbox"/> SR-6 Traditional-Front Residential | | <input type="checkbox"/> LI Light Industrial |
| <input type="checkbox"/> SR-7 Traditional-Rear Residential | | <input type="checkbox"/> GI General Industrial |

The subject property is also located in the following overlay zoning district(s). (check all that apply)

- | | | |
|---|---|---|
| <input type="checkbox"/> PD Planned Development | <input type="checkbox"/> GP Groundwater Protection | <input type="checkbox"/> FP 100-Year Floodplain |
| <input type="checkbox"/> DD Downtown Design | <input type="checkbox"/> NFC Natural Features Conservancy | <input type="checkbox"/> FP 500-Year Floodplain |
| | | <input type="checkbox"/> SW Shoreland-Wetland |

6. Adjoining land uses and zoning

	Zoning district(s)	Current uses
North	R-4	East Troy School District
South	HB	Highway Business (Commercial)
East	R-4	Residential, East Troy Public Library, and Park
West	MR-10	Multi-Family Residential

7. Current use. Describe the current use of the subject property.

Middle School originally constructed as a Middle School in 1970.

8. Proposed use. Describe the proposed conditional use or the proposed amendment.

Middle School - no change to function. R-4 does not currently allow for a school function as an allowable use.

9. Evaluation criteria. The factors listed below will be used in evaluating this application. Your responses are important.

1. Whether the proposed conditional use (**the use in general, independent of its location**) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, the zoning code, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village.

The conditional use for this property is to allow a school building in a residential zoning (R-4). The building has been operating as a Middle School since construction in 1970.

New car drop-off and bus drop-off proposed to alleviate traffic on Graydon Ave.

2. Whether the proposed conditional use (**in its specific location**) is in harmony with the purposes, goals, objectives, policies and standards of the Comprehensive Plan, the zoning code, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the Village.

There will be no change to the current function of the neighborhood and provides direct services to the residents of the residential zoning adjacent.

The proposed project includes an enlarged car and bus drop-off moving more of the pick up and drop off traffic onto the school's property improving the traffic and safety of the area.

3. Whether the proposed conditional use, in its proposed location and as depicted on the required site plan results in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the zoning code, the Comprehensive Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the Village or other governmental agency having jurisdiction to guide development.

There is not an increase in enrollment nor any other changes that would negatively impact the adjacent character of the neighborhood. Directly north of the site is the High School making this area an educational campus.

The proposed project includes an enlarged student car drop-off moving more parent drop-off stacking from the road onto the school's property.

4. Whether the proposed conditional use would maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

The existing property is adjacent to another school property maintaining consistency creating this educational campus.

5. Whether the proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

No change to the current services provided by public agencies as the facility currently functions as a Middle School and has since 1970.

The new drop-off will improve traffic on Graydon Ave reducing the burden on public agencies.

6. Whether the potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.

The existing facility is currently serving the middle school students of the area. It is located in a residential area providing the greatest access to the students.

The proposed drive will improve the traffic of the adjacent areas.

10. Large development requirements.

- ☐ Yes ☒ No Does the proposed project include indoor sales or service, outdoor display, indoor commercial entertainment, outdoor commercial entertainment, in-vehicle sales or service, commercial indoor lodging, with a total area exceeding 20,000 square feet where one or both the following conditions exist:

1. The parking area is or will be served by an integrated system of off-street parking benefiting all or substantially all improvements within such area.
 2. The area is or will be subject to reciprocal access rights benefiting all or substantially all improvements within such area.
- (See § 510-109 of the zoning code.)

If yes, include each of the following as described in § 510-109 (D) of the zoning code:

1. Large development questionnaire

2. Economic and fiscal analysis
3. Traffic impact analysis
4. Detailed neighborhood plan

11. Supplemental materials. Attach the following.

1. Site plan application and related materials
2. A copy of the existing conditional use if this application is intended to amend that approval.

12. Attachments. List any attachments included with your application.

A-001 - Site plan of the existing property for Conditional Use
A-002 - Site plan indicating proposed car drop-off and bus drop-off summary
Civil Drawings provided details of proposed car drop-off and bus drop-off

13. Other information. You may provide any other information you feel is relevant to the review of your application.

14. Applicant certification

- ◆ I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- ◆ I understand that I may be charged additional fees (above and beyond the initial application fee) consistent with § 510-149 (D) of the Village's municipal code to pay for the services of independent consultants the Village elects to retain to help review this application. Depending on the nature of the proposed project, such independent consultants may include planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts. I further understand, the Village may delay acceptance of the application as complete, or may delay final approval of the proposal, until all outstanding fees have been paid. I further understand that such fees must be paid even if this application is withdrawn or denied. If the applicant or the property owner does not pay such fees upon request, such fees may be assigned to the property owner as a special assessment to the subject property.
- ◆ I understand that submission of this application authorizes Village officials and employees, Plan Commission members, Village Board members, and other designated agents, including those retained by the Village, to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- ◆ I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- ◆ I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner:

Christopher G. Hibner
Name – print

Chris G. Hibner
Name – Signature

4/10/25
Date

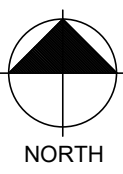
Ted Zess
Name – print

Ted Zess
Name – Signature

4/10/25
Date



1 SITE PLAN
SCALE: 1" = 50'-0"



SUMMARY

PROPERTY ADDRESS: 3143 GRAYDON AVE
EAST TROY, WI 53120

PROPERTY USE: EDUCATIONAL OCCUPANCY (E-OCCUPANCY)

OWNER: EAST TROY COMMUNITY SCHOOL DISTRICT
2040 BEULAH AVE
EAST TROY, WI 53120

PARCEL NUMBER: RXUP 00202
RXUP 00203
RXUP 00204

PROPERTY ZONING: SR-4 - SUBURBAN RESIDENTIAL

BUILDING DESIGN: EXISTING 1-STORY BRICK AND STONE MIDDLE SCHOOL

PAST APPROVALS: APPLICATION #2018-16, STORAGE BUILDING AT EAST TROY MIDDLE SCHOOL

PROPERTY SIZE: 29.95 ACRES / 1,130,531 SF

PRIMARY BUILDING SIZE: 82,502 SF

IMPERVIOUS AREA: 164,132 SF (INCLUDES PRIMARY BUILDING)

LEGAL DESCRIPTION

PT SW 1/4 SEC 19 & NW 1/4 SEC 30 T4N R16E DESC AS COM S 1/4 COR SEC 19 T4N R16E, S30°22'W 362.50', S80°07'W 623.30', N00°21'E 637.80', S87°03'W 701.41', N00°01'W 300.24', N89°09'E 1263.03', S29°05'E 104.78' S 37° TO POB, 16.77' A, ALSO COM S 1/4 COR SEC 19, N 526.88', S88°05'W 66' TO POB, S88°05'W 1246.13', N00°11'W 1873.76', S81°03'E 867.50', S08°02'W 131', S33°01'E 66.37', S08°02'W 42.40', ALG CURVE, CHORD S17°01'51"E 213.05', S42°06'55"E 253.30', ALG CURVE, CHORD S20°05'07"E 125.52', S 1114.13' TO POB, 49.41' A, (86.16 A, TOTAL) EXC. RXUP-002A & RXUP-002B EXC. AS A M/L FOR HWY DESC UNDER #915121 VILLAGE OF EAST TROY

SETBACK SUMMARY

	REQUIREMENTS (NON-RESIDENTIAL USE)	ACTUAL (EXISTING)
MINIMUM LOT AREA:	40,000 SF	1,130,531 SF
MAXIMUM DENSITY:	N/A	
MAXIMUM BUILDING COVERAGE	30% OF NET LOT AREA	7.3%
MAXIMUM IMPERVIOUS COVERAGE	50% OF NET LOT AREA	14.5%
MINIMUM LOT WIDTH	75 FEET	1,283 FEET
MINIMUM STREET SETBACK	25 FEET	43'-4"
MINIMUM SIDE SETBACK	6 FEET	376'-0" EAST / 493'-5" WEST
MINIMUM REAR SETBACK	25 FEET	575'-7"
MAXIMUM PRINCIPAL BUILDING HEIGHT	35 FEET	26'-8"



SIGNATURE

PROPRIETARY AND CONFIDENTIAL

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East Troy Middle School
East Troy, WI

East Troy Community School District

JOB NO.: #300-K24-3839

DATE: 4/7/2025

DRAWN BY: CAG

CHECKED BY:

REVISIONS

ZONING PLAN

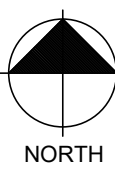
SHEET

A-001

CONDITIONAL USE ZONING PERMIT SITE PLAN EXIST. BUILDING



1 SITE PLAN
SCALE: 1" = 50'-0"



SUMMARY

- NEW CAR DROP OFF
- EXTENDING THE EXISTING BUS-DROP-OFF LOOP, NEW SIDEWALK AND CROSS WALK TO ADDRESS THE NEW BUS LOOP.

REFERENCE CIVIL DRAWINGS FOR DETAILED INFORMATION.

EAST TROY MIDDLE SCHOOL

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Performance Services

East Troy Middle School
East Troy, WI

East Troy Community School District

JOB NO.: #30D-K24-3839

DATE: 4/7/2025

DRAWN BY: CAG

CHECKED BY:

REVISIONS

ZONING PLAN

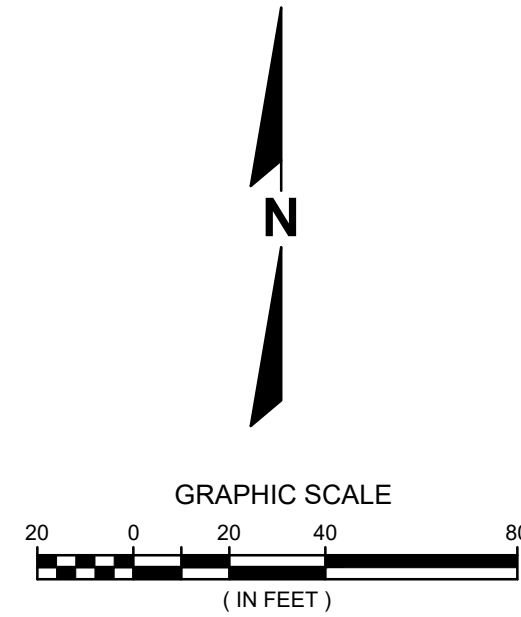
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A-002

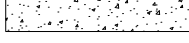




CONDITIONAL USE ZONING PERMIT SITE PLAN NEW WORK



0' PUBLIC R.O.W.	
BRICK GRAVE LEVEL	GRAV
ASPHALT	ASPH
CONCRETE	CONC
CONCRETE WALK	CONC WALK
ACCESS POINT	
SET 1"	
IRON PIPE	
FOUND 1"	
IRON PIPE	
SIGN	
CHAIN LINK FENCE	
WOOD FENCE	
TRANSFORMER	



PROPOSED LEGEND

	REMOVE CONCRETE PAVEMENT
	REMOVE ASPHALT PAVEMENT
	PULVERIZE EXISTING BITUMINOUS PAVEMENT
	REMOVE CURB & GUTTER
	SAWCUT EXISTING PAVEMENT

NOTES:

1. BID ALTERNATE 2 SIDEWALK REMOVALS SHALL ONLY OCCUR UPON OWNER APPROVAL.



Know what's **below**.
Call before you dig.

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SITE PLAN DESIGNER:

raSmith
CREATIVITY BEYOND ENGINEERING

100 West Lawrence Street, Suite 200
Appleton, WI 54911-5754
rasmith.com

BID SET - NOT FOR CONSTRUCTION

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**Parking Lot Reconstruction for
East Troy Middle School**
3143 Graydon Avenue, East Troy, WI 53120

PSI PROJECT NO.	30D-K24-3839
DATE:	04/04/25
DRAWN BY:	JWF
CHECKED BY:	BLH

REVISIONS		
No.	DATE	DESCRIPTION
1	02-18-2025	ADDENDUM 01
2	04-04-2025	ADDENDUM 03

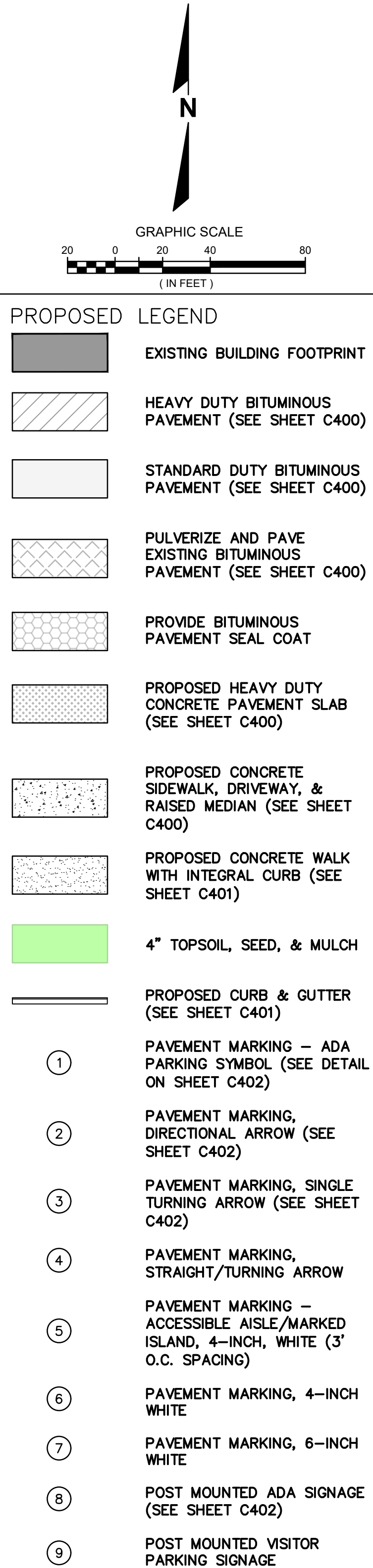
BID SET

SHEET

C100

East Troy Middle School

DEMOLITION PLANS



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NOTES:

1. DIMENSIONS ARE TO FACE-OF-CURB OR EDGE-OF-PAVEMENT.
2. RADIUS DIMENSIONS ARE TO FACE-OF-CURB OR EDGE-OF-PAVEMENT.
3. ACCESSIBLE PARKING STALLS AND ACCESSIBLE ISLES SHALL NOT EXCEED A 2% SLOPE IN ANY DIRECTION.
4. BID ALTERNATE 1 & 2 WORK SHALL ONLY OCCUR UPON OWNER APPROVAL.
5. IN ALL LOCATIONS WHERE NEW SIDEWALK IS REPLACING OLD SIDEWALK OR NEW SIDEWALK IS LOCATED WITHIN ASPHALT PULVERIZATION LIMITS - THE SIDEWALK SHALL BE CONSTRUCTED ON THE EXISTING BASE COURSE.

SITE PLAN DESIGNER:

raSmith
100 West Lawrence Street, Suite 410
Appleton, WI 54911-5754
www.ra-smith.com

BID SET - NOT FOR CONSTRUCTION

SIGNATURE

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DATE:	04/04/25
DRAWN BY:	JWF
CHECKED BY:	BLH

REVISIONS		
No.	DATE	DESCRIPTION
1	02-18-2025	ADDENDUM 01
2	04-04-2025	ADDENDUM 03

BID SET

SHEET

C200

East Troy Middle School

SITE PLAN