



City of Fitchburg
 Planning/Zoning Department
 5520 Lacy Road
 Fitchburg, WI 53711
 (608) 270-4200

CONDITIONAL USE PERMIT APPLICATION

The undersigned owner, or owner's authorized agent, of property herein described hereby applies for a conditional use permit for the following described property:

1. **Location of Property:**
Street Address: 5957 McKee Rd. Fitchburg, WI 53719 Units 101A and 109
Legal Description - (Metes & Bounds, or Lot No. And Plat): Market place Business Park
unit 2

***Also submit in electronic format (MS WORD or plain text) by email to: **PLANNING@FITCHBURGWI.GOV**

2. **Current Use of Property:** Zoned commercial - Food Service
 3. **Proposed Use of Property:** Dining
 4. **Proposed Development Schedule:** Immediate
 5. **Zoning District:** B-G
 6. **Future Land Use Plan Classification:** Business

***Pursuant to Section 22-3(b) of the Fitchburg Zoning Ordinance, all Conditional Use Permits shall be consistent with the currently adopted City of Fitchburg Comprehensive Plan.

***Attach three (3) copies of a site plan which shows any proposed land divisions, plus vehicular access points and the location and size of all existing and proposed structures and parking areas. Two (2) of the three (3) copies shall be no larger than 11" x 17". Submit one (1) pdf document of the entire submittal to planning@fitchburgwi.gov.

Additional information may be requested.

Type of Residential Development (If Applicable): N/A
No. of Dwelling Units by Bedroom: 1 BR 2 BR 3 BR 4 or More

No. Of Parking Stalls: _____
Type of Non-residential Development (If Applicable): Commercial parking lot ^{temporary} + permanent indoor storefront w/ small patio

Proposed Hours of Operation: 4pm - 9pm updated: 11AM - 9PM **No. Of Employees:** 10 or less

Floor Area: Approximately 1500 sqft indoor space **No. Of Parking Stalls:** More than 100, common space

Sewer: Municipal Private **Water:** Municipal Private

Current Owner of Property: PD Retail Partners LLC

Address: 2960 TRIVERTON PIKE DRIVE, FITCHBURG, WI, 53711 **Phone No:** 608-277-8887

Contact Person: Jake Fleming
Email: jfleming@flemingdevelopment.com

Address: 2960 TRIVERTON PIKE DRIVE, FITCHBURG, WI, 53711 **Phone No:** 608-277-8887

Respectfully Submitted By: [Signature] Daniel Fox
 Owner's or Authorized Agent's Signature

** It is highly recommended that an applicant hold at least one neighborhood meeting prior to submitting an CUP application to identify any concerns or issues of surrounding residents.

PLEASE NOTE - Applicants shall be responsible for legal or outside consultant costs incurred by the City. Submissions shall be made at least four (4) weeks prior to desired plan commission meeting.

For City Use Only: **Date Received:** _____ **Publish:** _____
Ordinance Section No. _____ **Fee Paid:** _____
Permit Request No. _____

8.18.2020
Heritage Catering Dining
Heritage BBQ & To Go
5957 McKee Rd Unit 2

We are writing to express our intent to amend/reapply for our Conditional Use Permit, with an addition to our original application. We are currently operating in the parking lot with a tent for outdoor dining, with 12 tables and an occupancy of approximately 48-50 people. Based on the extension granted by the Plan Commission, we will operate the tent into late November, depending on the weather conditions. At such time that it is necessary, we will remove the tent from the parking lot.

In addition to this temporary dining arrangement, we intend to build out our indoor space in Suite 101A. This space is currently used for storage for our catering operation and we are working on a build out plan to have both a retail space and small indoor dining capacity by this Fall. The space will be used to sell retail goods, prepared meals to go, and a small indoor dining area, as well as a very small outdoor patio space. We will serve/sell beer and wine as well.

The indoor dining area will seat no more than 48 people, approximately 8 tables of no more than 6 people.

The small outdoor patio will provide seating for approximately 12 people, at most.

Parking is considered common space that is shared by the tenants of this business park and there is an expansive parking lot accessible to our suite, in excess of 100 stalls. We are working with our landlord to dedicate at least one stall for our to go food pick ups and will seek as many as 10-15 additional stalls to dedicate for our new retail space and indoor/outdoor dining.