

Conditional Use Permit Narrative

Project Name: The Hive: Culinary Collective and Event Space

Applicant: Melissa Rushdi

Property Address / Parcel ID: 5335 Lacy Rd. Fitchburg, WI 53711

Project Description:

- Name of business: The Hive: Culinary Collective and Event Space
- Type of activity: Culinary Wholesaler & Events
 - Culinary goods from established local makers will be sold at this Fitchburg-hub (charcuterie boards, cakes, breads) during Café Hours and served during facilitated events.
 - Pop-up sale events will be offered for local Cottage Kitchens during Café Hours.
 - Facilitated events will occur 2 weekends per month and be capped at ~15 people per event (varies slightly, depending on event).
 - The space will also be available for rent (outside of Café and Facilitated Event Hours) for small gatherings capped at 50 people.
- Location: 5335 Lacy Rd. Fitchburg, WI 53711
- Size of building: 2,000 sq ft outbuilding, which would be converted into an event space.

Operational Details:

- Wednesday, Thursday, Friday 10am – 6pm for Café Hours
- Saturdays and Sundays for events 9am - 5pm
- Initially, 1 full-time employee with a few contracted facilitators

Impact Mitigation:

- While the space can hold 100 people based on square footage, I am voluntarily capping the occupancy load at 50 people. This space is intended to serve small, intimate gatherings.

- Given there is no street parking, we will be limited to the 25 parking spaces we are able to put on the property.
- The parking lot has been designed to accommodate traffic coming in and flowing out simultaneously (24' wide). The driveway apron/Lacy Rd access will be located the proper distance away from the roundabout.
- No food will be prepared on-site. All food will be prepared in commercial kitchens off-site and sold here as a second storefront.
- I intend to use reusable napkins, silverware, tableware, etc. to minimize waste.
- I intend to have one sign located near Lacy Rd., south of the multi-use path. This light will have small spotlights shining on it during evening hours, but will be turned off by 10pm.
- I intend to have one sign located on the front of the outbuilding. This sign will have a spotlight shining on it during evening hours, but will be turned off by 10pm.
- Noise should be minimal. Gatherings will be small in size, and our opening hours are during the day. The exception could be for a wedding/private event, but all events will be capped at 50 people and have an end time of no later than 10pm.
- All storage will be located inside of the outbuilding.

Site Plan Details: See the attached Site Plan PDF for a visual.

- 1915 farmhouse closest to Lacy Rd. Outbuilding located behind the farmhouse. Outbuilding will be where the Café Hours and Events occur.
- A parking lot with 25 stalls will be added along the western edge of the property. The existing driveway will be retired, and new trees will be planted there to account for the fact that we will need to remove a few existing, mature trees.
- A small patio will be added to the rear of the outbuilding (southern edge). This patio will be large enough to accommodate 15-20 guests.
- I intend to add some small shrubs/plants along the western edge of the parking lot to act as a natural border between 5335 Lacy and the vacant Agricultural land.

Compliance Statement:

- Civil Engineering, Structural Engineering, and an Architect have all completed on-site visits at the property.

- Initial Development Planning meeting occurred on 12/16 at Fitchburg City Hall. Fire Department, Public Works, and other interested parties were present and approved of initial designs.
- Need to improve structural integrity by adding some additional roof trusses was identified, and will be completed during roof replacement in spring 2025.
- ADA Compliance for parking, entrances/exits, and restrooms has been accounted for.
- Voluntarily capping the occupancy load at 50 persons. This will minimize disruptions to neighbors.
- The property is currently zoned as Business Professional. I have submitted a separate application to rezone as Business General. It is my desire to use this space to feed and nourish the bodies and souls of my community, providing a place to indulge, connection, and experience. There is a 3 mile gap between Tati and Oasis Cafes in Fitchburg, and no space specializing in facilitated events for our community. I'm looking to fill that gap in a way that enhances my community. As someone who lives just down the street from this location, I also have a vested interest in making sure this property enhances my neighborhood and complies with all public health, safety, and other regulations.

I have met with my neighbors, City officials, the Mayor, and my alderperson. I am committed to continue working closely with planning staff, elected officials, and neighbors to ensure the project is beneficial, attractive, and sustainable.

Respectfully,

Melissa Rushdi

melissa@lovethehive.com

608-434-4692



Conditional Use - Owner or Authorized Agent Acknowledgement

** It is highly recommended that an applicant hold at least one neighborhood meeting prior to submitting a 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.

By signing below, I certify that the information included with this Conditional Use application is true and correct, to the best of my knowledge. Any agent signing below verifies that he/she has the consent of the owner to file the application.



Owner's or Authorized Agent's Signature

31/12/2025

Date (DD/MM/YYYY)