

PLAN COMMISSION MINUTES - 5/16/2012

Plan Commission Offices
Manitowoc City Hall

Regular Meeting
Manitowoc City Plan Commission
Wednesday
May 16, 2012
6:30 P.M.

I. CALL TO ORDER

The meeting of the City Plan Commission was called to order by Mayor Nickels at 6:30 P.M.

II. ROLL CALL

Members Present

David Diedrich
Jim Muenzenmeyer
Jim Brey
Val Mellon
Steve Alpert
Justin Nickels

Members Excused

Dan Hornung
Maureen Stokes

Staff Present

Paul Braun
Michelle Yanda

Others Present

See Attached Sign In Sheet

III. APPROVAL OF MINUTES of the Regular April 11, 2012 Meeting.

Motion by: Mr. Brey
Moved that: the minutes be
approved as presented.

Seconded by: Ms. Mellon
Upon Vote: the motion was
approved unanimously.

IV. PUBLIC INFORMATIONAL HEARINGS

- A. PC19-2012: Schultz/Dave's Auto; Request for a Conditional Use Permit pursuant to 15.370(27) of the Municipal Code for the Construction of 2 Mini-Warehouse Structures at 2329 N. Rapids Road

Mr. Braun stated to the Commission the following background information regarding the Conditional Use Permit informational hearing.

PLAN COMMISSION MINUTES - 5/16/2012

The Conditional Use Permit (CUP) request is from Paul Steinbrecher, S.M.I. as the representative for David and Lori Schultz who are doing business as Dave's Auto located at 2329 N. Rapids Road. The CUP is to be considered in accordance with Section 15.370(27) of the Manitowoc Municipal Code.

Section 15.370(27) establishes procedures for the issuance of a CUP by which, the Commission and Council must determine if the proposed use:

- A. Is reasonably necessary for the convenience and welfare of the public.
- B. Is in harmony with the character of the surrounding area.
- C. Will have a minimal effect or no effect on the surrounding property values.

The Commission and Council can affix conditions to the CUP to provide assurances that the proposed use will not have a negative impact on the surrounding area.

The subject property is 1.03 acres in size with 231.22 feet of frontage along N. Rapids Road, the south line is 190.44 feet deep, the north line is 247.2 feet deep and the rear lot line is 200.71 feet. The Schultz's currently operate Dave's Auto on the site which sells used cars. The dealership will remain in operation and will operate in addition to the proposed mini-warehouses. The property includes the garage facility for repairing the automobiles in addition to an indoor automobile display building that was constructed in 2009, there is also a paved area that is used for the outside display of vehicles. A residential structure is also located on the parcel and is used as a rental property by the Schultz's.

The Schultz's would like to construct two mini warehouse structures on their property. The southerly structure would be 40' x 90' and have 18 units, the second structure would be 20' x 90' and have 9 units. The proposed structures would be 13' - 8" at the peak of the roof and be constructed of a metal wall and roof system. The color of the buildings will match the existing Dave's Auto building. The zoning for the property is currently C-1 Commercial - which allows Mini-Warehouses after the issuance of a conditional use permit per section 15.310(3)b.

The 20' x 90' northern most mini-warehouse structure will be located 10 feet from the north property line, 47 feet from the east property line, and 10 feet from an existing residential garage that is accessory to the rental structure. The 40' x 90' mini-warehouse will be 50 feet north of the auto dealership building and 47 feet from the east property

PLAN COMMISSION MINUTES - 5/16/2012

line; both buildings are setback from N. Rapids Road an average of 90'.

Currently along the north line of the subject property there are mature trees that are planned to be cut down; but the property owner to the north has an existing row of 10 - 15' high evergreens. The east line is moderately lined with mature trees and vegetation. The area west of the mini-warehouses has 3 to 4 mature ornamental trees.

The surrounding zoning is C-1 Commercial to the south, east and north and a mix of C-1 Commercial and I-1 Light Industrial to the west. The adjacent land uses are residential to the south, east and north and a combination of residential and industrial to the west. The Commission may remember that the property across N. Rapids Road was rezoned in 2009 from C-1 Commercial to I-1 Light Industrial. The area that was rezoned to I-1 is currently being used for a small machine shop.

Some of the permitted uses in the C-1 Commercial district are: Contractor office and shop, automobile laundries, dry cleaning, motor vehicle service shops, wholesale sales etc. Some examples of conditional uses permitted include trucking, distribution and load assembly depot, and wrecker services.

The area of the CUP will only cover the location of the proposed mini-warehouses. The area is approximately 0.25 acres measuring 103' X an average of 109'.

Notices were mailed to property owners within 200' of the subject property on May 9th, 2012.

Ms. Yanda received a call from Harold Erdman who lives at 2304 Risch Lane. He is concerned with drainage issues. He lives east of the property and has already placed a 4" tile to drain water out of his backyard. He is concerned that the storage unit will increase the flooding issues. He is unable to attend the meeting due to health reasons.

In closing, Mr. Braun noted that the City's 2009 Comprehensive Plan identifies the subject property as "General Business". The 2009 plan describes this district to include future land uses intended for commercial and retail uses at a neighborhood scale or at a larger community scale. The City's "B-2", "B-3" and "C-1" zoning districts are most appropriate for the General Business land use. Therefore, this proposed CUP would be consistent with the City's Comprehensive Plan.

Mr. Braun concluded his background commentary and Mr. Nickels asked the Commission if they had any comments or concerns.

Mr. Diedrich asked if the drainage issues would be addressed during the formal site plan

PLAN COMMISSION MINUTES - 5/16/2012

process, he also asked if there were any concerns with setbacks or parking? Mr. Braun confirmed that yes the drainage issues would be addressed during the site plan process and that there were no setback or parking relating issues as depicted by the concept plan. There were no other questions or comments from the Commission.

Mayor Nickels opened the informational hearing up to the public.

Carol Kasten, 9806 Wehausen Road, along with her brother and his wife own the property at 2415 N. Rapids Road, the property is directly to the north of the proposed CUP property. Ms. Kasten's concern is the property she owns has always been wet and is worried additional development will cause an increase of water in their backyard.

Mr. Braun stated that if the CUP is approved the Schultz's will have to submit a site plan to the Planning Department and any drainage issues will have to be addressed at that time. Mr. Braun stated the owner's engineer will need to survey the site and insure that water is not drained on to the abutting properties. Mr. Braun stated there may need to be a storm sewer installed because the site seemed to drain from west to east away from N. Rapids Road.

Ms. Kasten believes there is an existing storm sewer that is located east of their property but she is not certain if the sewer goes towards Risch Lane or if it is private.

Ms. Mellon believes that there is not an existing storm sewer along N. Rapids Road because it is maintained by the County is most likely ditch drained.

Mr. Braun explained how the site plan process works and who the reviewing agencies are in the process.

Ms. Kasten stated that they are not against the project at all its just that they are concerned with the additional impervious surfaces the drainage issues in the area maybe increased.

Mr. Braun believes that historically there are some drainage issues in the entire neighborhood. Mr. Muenzenmeyer agreed that the area used to be historically marshy and is still problematic due to the lack of storm sewers.

Dave Schultz, 904 Schatzie Lane, stated that the water has always flowed in an easterly direction and that the drainage pattern will not be able to be changed. Mr. Schultz mentioned that the site plans for his show room showed the water flowing to the east and that there was no other alternative.

Mr. Muenzenmeyer reiterated that the drainage issues will be addressed during the site

PLAN COMMISSION MINUTES - 5/16/2012

plan process.

Joan Koldoff, 7514 C.T.H. 'C', stated that there has always been a drainage problem in the area but her concern is that the additional impervious surfaces will magnify the problem. Mr. Schultz said that the property at 2415 N. Rapids Road may be sold and that he would be interested in purchasing it.

Mayor Nickels closed the public input portion of the meeting and asked for Mr. Braun's recommendation.

Mr. Braun recommended that the Commission recommend to Council that they: (i) grant the Conditional Use Permit, as requested, to David and Lori Schultz d.b.a. Dave's Auto for the construction of two (2) mini-warehouse structures; an 18 unit structure and a 9 unit structure pursuant to Section 15.310(3)b of the Municipal Code subject to compliance conditions on file in the City Planner's office.

Motion by: Mr. Diedrich

Seconded by: Mr. Muenzenmeyer

Moved that: the Commission approve

Upon Vote: the motion was

the Planner's recommendation above. approved unanimously.

B. PC18-2012/7-2012: Silveridge Park; Discussion Regarding Funding of Future Park Improvements

Mayor Nickels began the Silveridge discussion by stating that the Silveridge Park issue has been on-going since the days that he was an alderman and at that time the discussion was that the City doesn't have enough money to develop the park. Mayor Nickels continued to say that the Silveridge Subdivision area has been one of the leaders in new residential construction in the past few years. Mayor Nickels stated that the developers have bent over backwards and provided multiple alternatives to partner with the City to have the park area developed. Mayor Nickels hopes that the City can move forward with guidance from the Plan Commission to begin to develop the park.

Mr. Braun provided the Commission with some background information regarding the phases of the Silveridge development. Mr. Braun handed out copies of the Plan Commission report from their October 2011 meeting. Mr. Braun had highlighted sections of the report that pertained only to the Silveridge Park area, references to the entryway and berm areas were not going to be the focus of the discussion.

PLAN COMMISSION MINUTES - 5/16/2012

Mr. Braun explained that phase one of the Silveridge Subdivision No. 1 was platted on January 27, 2003 and consisted of 54 lots. Silveridge Subdivision No. 2 was platted on July 19, 2006 and consisted of 24 lots. The original concept plan showed that there would be a total of 121.53 acres developed after all of the phases have been platted. Mr. Braun stated that the original concept plan showed the required park area to be 8 acres in size but the formula to determine the acreage was based on the R-1 zoning classification, which was the zoning at that time. The current zoning is R-4 which changes the park acreage formula to 9% of the total subdivision area resulting in a required parkland area of approximately 11.2 acres.

Mr. Braun began highlighting the key points from the October 2011 Plan Commission report that was handed out earlier in the meeting. In 2011, College Glen Developers proposed to provide \$10,000 to go towards park development and they would also grade and seed the park area in return College Glen Developers wanted the City to maintain the park area. Mr. Braun stated that there were six (6) recommendations provided in the Plan Commission report, one of which was directly related to the park area. The park recommendation stated the following. City Council should establish the development of Silveridge Park as a priority, and should take the following steps: (i) instruct Park & Recreation Director to begin maintenance of Silveridge Park; (ii) authorize Park & Recreation Department to meet with area residents to determine needs and wants for the park; (iii) modify and detail the originally prepared park concept plan; and (iv) begin funding Silveridge Park improvements through the 2012 capital program.

Mr. Braun stated that there were some e-mails in the project file that were sent between Terry Fox and Dave Less in regards to writing the amendment to the original developer's agreement that was written in 2003. Mr. Fox was going to write the first draft and provide it to the Planning Department for review and comments but the draft never occurred.

Mr. Braun then began to explain the April 5, 2012 letter from Northland Associates / College Glen Developers highlighting the key issues in Mr. Fox's letter. The key points of the letter are: (i) Northland buys back 3.42 acres of parkland for \$30,000, leaving 7.61 acres of park area, according to the concept plan, (ii) the City uses the \$30,000 to be put toward the construction of a shelter or develop a part of the park, (iii) Northland makes another \$30,000 available to help develop the park, (iv) Northland writes a grant application seeking State monies, Mr. Braun noted that the deadline was May 1, 2012 which has passed, (v) Northland would give the City an option to buy back the 3.42 acre area for \$30,000 provided the City would contribute \$2,000 a year to be used exclusively for Silveridge Park.

Mr. Braun stated that there was some confusion as to what action the Parks and Recreation

PLAN COMMISSION MINUTES - 5/16/2012

Committee was expecting to receive from the Plan Commission. Mr. Braun stated that he assumed the Parks and Recreation Committee was looking to the Commission to provide some guidance to Northland Associates proposal. Mr. Brey confirmed that is exactly what the Parks and Recreation Committee was looking for from the Commission.

Mr. Braun explained to the Commission the current Payment in Lieu of Parkland Dedication fund balance and legal status. Mr. Braun explained how the Payment in Lieu formula works to determine either the amount of acreage that will be donated or the amount of payment that will be made in lieu of the land.

Mr. Braun stated that the current balance of Parkland fund is \$251,785.12 which does not include the most recent payment for Popp Subdivision No. 3 which would be an additional \$6,631.38. Mr. Braun explained statutorily how the funds can be used. Section 21.030(4)5 of the Municipal Code defines the use of funds as the following: "Payments received hereunder shall be held in a non-lapsing, interest bearing account to be used exclusively for site acquisition or capital improvement of park and recreational lands acquired after enactment of the ordinance codified in this chapter."

Mr. Braun continued to say that the Payment in lieu of parkland dedication was statutorily created around 1994, it was removed from statutes on June 13, 2006 by Wisconsin Act 477 and later recreated under the 2007 Wisconsin Act 44 legislation; Act 44 became effective January 19, 2008. Act 44 specifically provides that a municipality may impose a fee or other charge to fund the acquisition or initial improvement of land for public parks.

Mr. Braun went on to explain that Act 44 defines "improvement of land for public parks" to mean "grading, landscaping, installation of utilities, construction of sidewalks, installation of playground equipment, and construction, installation of restroom facilities on land intended for public park purposes. Act 44 also requires a Rational Relationship and Proportionality test. Under the act, fees for the acquisition or initial improvement of land for a public park must, like land dedications, easements and public improvements, must bear a rational relationship to a need for the fee resulting from the subdivision and must be proportional to the need; hence the fee must meet the rational relationship and proportionality tests.

Mr. Braun concluded his background commentary by saying he did not expect the Commission to take any specific action at tonight's meeting but the discussion was intended to bring the Commissioners up to speed on the issue.

Mayor Nickels opened the discussion up to the Commissioners. Mr. Muenzenmeyer stated that with the City's current financial and staffing levels he is supportive of the current proposal submitted by Northland Associates. Mr. Brey concurred with the Mayor's

PLAN COMMISSION MINUTES - 5/16/2012

introductory statement and the comments made by Mr. Muenzenmeyer. Mr. Brey also stated that he and Bill Fessler visited the park area in the field and Mr. Brey felt that reducing the park area would not be a deterrent to the development of the park. Mr. Brey asked if Northland Associates' proposal was \$30,000 and the \$10,000 for a total of \$40,000.

Terry Fox, 528 N. 7th Street, stated that the City originally wanted the developers to give the land in lieu of the payment; the developers would have preferred to make the payment and develop the land.

Mr. Braun explained that if 3.42 acres of parkland are removed from the park status there may need to be a payment made to compensate for the removal of the park acreage. Mr. Braun stated if the fee was made today and the \$13,300 current average equalized assessed value was used the fee would be \$48,545. Mr. Braun also mentioned that the 3.42 acres would have to be rezoned from P-1 to a zoning district that allows residential uses.

Mr. Diedrich asked Mr. Fox how the claw back provision works? Mr. Fox stated that there were many different development concepts one of which is to have the east / west running cul de sacs terminate at the edge of the park instead of terminating at the west side of the larger development. By revising the street layout and including the 3.42 acres of parkland there will be an additional 24 lots available to be developed. The claw back provision would allow the City the option to buy back the lots in the future if they were not developed at that point in time.

Ms. Mellon stated that the Parks Department staff met with some of the neighbors in the area to try to determine what amenities the neighborhood wanted to see developed in the park. Ms. Mellon stated there was not much input received and the neighbors that were present wanted a survey to be sent out to all the neighbors to garner their opinions. The survey was never sent out because the Parks and Recreation Committee felt that the survey should be the responsibility of the developers and not the City, at that point the Parks Department stopped any action regarding the work.

Bill Fessler, 5629 Calumet Avenue, restated that the east / west cul de sacs would terminate at the west edge of the park which is opposite of the concept plan that was being displayed at the meeting.

Mr. Diedrich commented that he agrees with everyone else that this issue has been sitting idle for too long and the proposal presented is a great idea but there are some issues that still need to be worked out. Mr. Diedrich went on to say that the Commission approved a recommendation 7 to 8 months ago and nothing happened due to the budget situation and is concerned that the Commission will make another recommendation and it too will die

PLAN COMMISSION MINUTES - 5/16/2012

on the vine.

Mr. Brey stated that he has been on Council for 20 years and in those years has chaired the Parks and Recreation Committee; he has seen a lot of new park areas created but not enough of those areas are being developed. With the proposal on the table there is now a chance to have the park land and also have it developed. The proposal will need some tweaking but it is a good starting point.

Mr. Braun stated that before bathrooms and other amenities are built the first step is to grade, seed and maintain the park so the developers can at least show potential buyers of the adjacent lots where the park will be in the field. Mr. Braun also suggested to use some of the Payment in Lieu of money keeping in mind the rough proportionality issues to complete the initial steps.

Dan Wergin, 100 Maritime Drive, questioned as to how Mr. Braun calculated the payment in lieu fee if the 3.42 acres were removed from the park. Mr. Braun stated he used \$13,300 per acre which is the amount that was recently paid for Popp Subdivision No. 3; the thought was to give an idea of what the fee may be. There was additional discussion on what the fee per acre would be by the group with no final answer being given.

Mayor Nickels wanted the discussion to move forward and suggested that the Planning Department and other City Departments as needed draft an agreement using the Northland Associates, LLC letter as a template. Mayor Nickels also stated that it appears that all the Commissioners are in agreement that we need to move forward and the proposal by Northland Associates is a good starting point.

Mr. Braun then read the recommendation to the Commission. The Commission should take no action, tonight's discussion was for informational purposes only to determine if there was general agreement or disagreement to move forward based on the letter from Terry Fox. The plan is to have the topic on the June Plan Commission agenda to formulate a final recommendation giving staff and the property owners more time to study the issue.

Mayor Nickels asked the Commissioners if the proposal presented by Northland Associates was acceptable to use as a template. Mayor Nickels stated that he saw all the Commissioners heads nodding in a positive action. Mr. Brey added that he does not have an issue with deeding back the 3.42 acres to developers, in his mind the remaining park area would be sufficient space for park land.

Steve Lauson, 4541 Harvest Circle, stated that they gave everything that the city requested and now they receive questions from potential buyers asking where the park will be and

PLAN COMMISSION MINUTES - 5/16/2012

what will be in it and he has no answer for them.

Mayor Nickels restated that the City has to make a commitment to develop the park area and that this issue has been sitting idle for too long. The Planning Department will contact the developers to start the discussions on how to move forward with the Silveridge Park development and the topic will be placed on the June Plan Commission agenda.

V. REFERRALS FROM COMMON COUNCIL

A. PC 20-2012: Barbarossa /Leschke: Request for a Release of Easement, N. 40th Street

Mr. Braun presented the background information regarding the release of easement. Pat Barbarossa who lives at 715 N. 40th Street would like to purchase some additional land from Ron Leschke that is to the west of his residence. Mr. Barbarossa would like to construct a detached garage on the property but there is an existing sanitary clean out line in the way and also an existing easement would need to be released.

Mr. Braun stated that a Certified Survey will need to occur to redivide the lands in question. When the CSM is complete there will be two new lots; one each for Mr. Leschke and Mr. Barbarossa.

In addition to the CSM process there are existing easements that will need to either be released or relocated. The easement that was retained when a portion of N. 40th Street right-of-way was vacated will need to be released. Prior to releasing the easement the existing sanitary clean out line will need to be relocated into the N. 40th Street right of way. The easement to be relocated is located on Mr. Leschke's property located at 3921 Indian Bluff Drive. This easement will be relocated around an existing deck structure and recreated on the proposed CSM.

Mr. Braun stated that Colin Rayford, the surveyor for the property owners dropped off release letters from all the affected utilities with the exception of AT&T. Mr. Rayford also provided the legal descriptions for the easements to be released and relocated.

The Commission asked for the recommendation. Mr. Braun read the following: The Plan Commission recommends to Council to authorize the City Attorney or Planning Department to write the easement release documents and authorize the mayor and City Clerk to sign said documents after the following items have been addressed:

1. The existing sanitary clean out pipe is relocated at no cost to the City into the N. 40th Street right of way to the satisfaction of the Engineering Department.

PLAN COMMISSION MINUTES - 5/16/2012

2. Delivery to the Planning Department of all the easement release letters from all the applicable utilities.
3. Recording of the easement release documents at the Courthouse with recording costs being paid by the owners.

Motion by: Mr. Diedrich

Seconded by: Mr. Alpert

Moved that: the Commission approve

Upon Vote: the motion was

the Planner's recommendation above. approved unanimously.

Mr. Braun also made the Commission aware of an issue that he noticed on the aerial photograph. There is City owned property that is being used by R&J Transport for their semi-trailer parking lot. Mr. Braun stated that the Planning Department will initiate discussions with R& J Transport regarding the issue and that the topic will most likely be before the Plan Commission at a future meeting. The Commission concurred with Mr. Braun's comments.

VI. OLD BUSINESS

A. PC17-2012/PC44-2011: City of Manitowoc; Proposed Ordinance Changes to Chapters 3,14, 15 and 21, Manitowoc Municipal Code.

There was no discussion or action regarding the proposed ordinance changes. The topic will be placed on the June Plan Commission meeting.

VII. NEW BUSINESS

A. PC21-2012: MPU; Request for Easement from the City for MPU Pump Stations

Mr. Braun detailed the subject area on an aerial. The easement area covers an area that contains MPU's two Raw Water Buildings extending easterly into Lake Michigan approximately 1,460 feet. Mr. Braun noted that MPU's water intake lines extend out into Lake Michigan 9,000 feet well beyond the easement area. Mr. Braun also noted that the City has lake bed rights 1,700 feet from the east right of way line of S. Lake Street easterly into Lake Michigan.

MPU originally requested the easement for the RAW Water Buildings in 2005 based on Site Plan comments from the Engineering Department. The MPU Commission approved the easement in 2006 and forwarded the document to the City and for unknown reasons the easement was never signed or recorded.

Mr. Braun recommended to the Commission that they recommend to Council to authorize

PLAN COMMISSION MINUTES - 5/16/2012

the Mayor and City Clerk to sign the Utility Easement and instruct the City Clerk to record said easement at the Manitowoc County Courthouse and bill MPU accordingly for any recording costs.

Mayor Nickels asked for comments from the Commission, there was none.

Motion by: Mr. Albert

Seconded by: Ms. Mellon

Moved that: the Commission approve

Upon Vote: the motion was

the Planner's recommendation above. approved unanimously.

B. PC22-2012: City of Manitowoc; Partial Release of Sign Easement at Lot 5, Block 1, Manitowoc I-43 Industrial Park Subdivision No. 2

Mr. Braun explained to the Commission that Hennessey Development, LLC., d.b.a. Baileigh Industrial is planning to construct an addition to their existing building that is located on Lot 5, Block 1 in the I-43 Industrial Park Subdivision No. 2. Hennessey is requesting that the City release a 30' x 50' area of a sign easement. The easement was originally created to allow the City the ability to locate their I-43 Industrial Park animated marketing sign.

Mr. Braun recommended to the Commission to recommend to Council to authorize the City Attorney or Planning Department to write the partial release of the sign easement; and to instruct the Mayor and City Clerk to sign said document; and instruct the City Clerk to record the document at the Manitowoc County Register of Deeds Office after a site plan has been approved by the Planning Department for the building expansion; and lastly the City Clerk is instructed to bill the requesting party for any recording costs.

Motion by: Mr. Muenzenmeyer

Seconded by: Ms. Mellon

Moved that: the Commission approve

Upon Vote: the motion was

the Planner's recommendation above. approved unanimously.

VIII. MISCELLANEOUS

A. Manitowoc County Activities:

1. There was no discussion regarding any Manitowoc County activities.

PLAN COMMISSION MINUTES - 5/16/2012

B. Certified Survey Maps (CSM):

1. Fischer: Proposed CSM in the SE¹/₄, NW¹/₄, Section 20, T.19N., R.23E., Town of Manitowoc Rapids

Mr. Braun provided Commission members with information on a proposed CSM located south of CTH‘JJ’, and west of Freeway Lane for creation of a 2.8-acre lot.

Motion by: Mr. Diedrich

Moved that: the Commission approve the CSM as presented, subject to required easements, petitions, and other conditions as specified above.

Seconded by: Mr. Brey

Upon Vote: the motion was approved unanimously.

2. Holschbach: Proposed CSM in the SE¹/₄, SE¹/₄, Section 1, T18N, R23 E., Town of Newton

Mr. Braun provided Commission members with information on a proposed CSM located north of Silver Creek Road and east of C.T.H.‘CR’ for creation of a 4 +/- acre tract.

Motion by: Mr. Diedrich

Moved that: the Commission approve the CSM as presented, subject to required easements, petitions, and other conditions as specified above.

Seconded by: Mr. Brey

Upon Vote: the motion was approved unanimously.

3. Barbarossa/Leschke: Proposed Resurvey of TR1 & 2, of CSM Rec. V. 11 P. 89, and TR26-2 of CSM Rec. V. 13 P. 175, in NW¹/₄, SW¹/₄ and the SW¹/₄, NW¹/₄, Section 24, T19N, R23E, City of Manitowoc

Mr. Braun provided Commission members with information on a proposed CSM located north of N. 40th Street, and south of Indian Bluff Drive for creation of a 1.56 acre tract and a 1.16 acre tract.

Motion by: Mr. Diedrich

Moved that: the Commission approve the CSM as presented, subject to required easements, petitions, and other conditions

Seconded by: Mr. Brey

Upon Vote: the motion was approved unanimously.

PLAN COMMISSION MINUTES - 5/16/2012

as specified above.

4. Kortens: Proposed CSM in the NW¼, NE¼, Section 36, T20N, R23E, Town of Kossuth

Mr. Braun provided Commission members with information on a proposed CSM located south of CTH‘JJ’ and east of North Union Road for creation of a 7.56 acre tract and a 2.48.

Motion by: Mr. Diedrich

Moved that: the Commission approve the CSM as presented, subject to required easements, petitions, and other conditions as specified above.

Seconded by: Mr. Brey

Upon Vote: the motion was approved unanimously.

5. Rothmund: Proposed Resurvey of Existing TR1, V. 7, P. 409, in the SW¼, NE¼, Section 10, T19N, R23E, Town of Manitowoc Rapids.

Mr. Braun provided Commission members with information on a proposed CSM located south of CTH‘P’, and east of Poplar Road for creation of a 2.87-acre tract.

Motion by: Mr. Diedrich

Moved that: the Commission approve the CSM as presented, subject to required easements, petitions, and other conditions as specified above.

Seconded by: Mr. Brey

Upon Vote: the motion was approved unanimously.

C. Summary of Site Plans 2/10/2012 - 4/5/2012:

1. None

D. Discussion of Status of September Plan Commission Meeting:

Mr. Braun explained to the Commission that he will be at a conference and that Mr. Less will be away on vacation on the dates of the September Plan Commission meeting. The Commission was asked if they would like to reschedule the September Commission meeting or cancel the meeting. The Commission stated that its too early determine and that they will revisit the issue at a later meeting.

No action was taken.

PLAN COMMISSION MINUTES - 5/16/2012

IX. ADJOURNMENT

The meeting was adjourned at 8:00 P.M.

Respectfully Submitted,

Paul Braun
Deputy City Planner