

**City of Manitowoc**  
**Manitowoc Industrial Development Corporation**  
**Tuesday, July 19, 2016 – 3:30 PM**  
**Planning / Engineering Conference Room**  
**City Hall, 900 Quay Street**

**Meeting Summary**

- I. CALL TO ORDER  
The Meeting of the Industrial Development Corporation (IDC) was called to order by Secretary N. Sparacio (in the absence of the President and Vice President) at 3:35 PM.
- II. ROLL CALL  
Those in attendance introduced themselves and N. Sparacio introduced new member, Tom Giesen.
- III. APPROVAL OF MINUTES of the Regular May 11, 2016 Meeting  
Motion by Ald. Brey, second by D. Tienor to approve the minutes. The motion was approved unanimously.
- IV. REFERRALS FROM COMMON COUNCIL  
None.
- V. NEW BUSINESS
  - A. Discussion and Possible Action on the Site Plan Review for I-Tech Parcel 449-006-020 on the Northeast Corner of Vits Drive and S 63<sup>rd</sup> Street.

N. Sparacio introduced the request and updated members on the July 18<sup>th</sup>, 2016 Council action to approve the land sale. He then reviewed project updates to the site plan, building elevations, landscape plan, outdoor equipment area and unpaved areas. The site plan is generally compliant with municipal zoning requirements and the industrial park covenants but some changes are required to the landscape area, outdoor storage, building materials and unpaved parking areas. The proposed landscape area was less than the 10% requirement of the site but staff are presently working with the applicant to achieve compliance. The outdoor storage covenants for the tech park require all operations to be within an enclosed building. There is an allowance for some outside storage if the area is screened and staff have requested this area be screened due to its large size.

Committee members asked what the elevation of the tank was. Mr. Sparacio replied that the tank height was 35 feet. M. Pappathopoulos, of Hamann Construction, stated that the exhaust stack is about 55 feet. P. Braun stated that the maximum height in the I-1 Light Industrial District is 60 feet. M. Pappathopoulos explained to the members that because all available space is important to the project, a wetland delineation or determination is currently pending approval of the Department of Natural Resources. N. Sparacio discussed semi-parking and maneuvering with the members and explained that it would be

allowed in gravel (unpaved) areas and is compliant with the municipal zoning requirements. He then reviewed building materials including the split-face concrete block base, which is specified in the covenants, and a steel material sample. The staff recommendation is to grant approval contingent upon all of the site plan review requirements from the city as well as other comments specified by the Industrial Development Corporation. Discussion continued on the details of the site plan.

A motion was made by J. Zimmer, seconded by T. Vallis to approve the project contingent upon a wetland delineation or determination by the Department of Natural Resources and all site plan review requirements from the City. The motion carried unanimously.

## VI. OLD BUSINESS

### B. Update on Incorporation of the IDC.

The filing of the incorporation certificate is on hold due to the recent resignations and the need to hold an annual or special meeting. Once new officers have been elected, the filing will be completed.

## VII. NEXT MEETING

The need for a meeting in early August, either the 3<sup>rd</sup> or the 10<sup>th</sup>, was discussed. Members will be contacted to confirm the meeting date and time. It was also discussed that the meeting start time has been a conflict for some members. It is difficult for some to arrive before 5:30 p.m., but many others are not able to attend after 4:00 p.m.

## VIII. ADJOURNMENT

D. Tienor made a motion to adjourn at 4:05 pm, second by T. Giesen. The motion carried.

## Attendance

### Members Present

Ald. Jim Brey  
Dennis Tienor, Treasurer  
Ted Vallis  
Robert Kaufman  
Tom Giesen  
John Zimmer  
Nic Sparacio, Secretary

### Members Excused

James Hamann, President  
Ald. Dave Soeldner  
Myron Halla  
Paul Hansen

### Staff Present

### Others Present

Mike Pappathopoulos

Respectfully Submitted,

Nicolas Sparacio  
Community Development Director