



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes Plan Commission

Wednesday, September 23, 2015

6:00 PM

Council Chambers

I. CALL TO ORDER

The Meeting of the City Plan Commission was called to order by Acting Chairman Jim Brey at 6:04 PM.

II. ROLL CALL

Present: 5 - Jim Brey, Dave Diedrich, Dan Koski, Dennis Steinbrenner and Rick Schwarz

Absent: 4 - Daniel Hornung, Mayor Nickels, Jim Muenzenmeyer and Peter Dorner

Staff Present: Nic Sparacio, Paul Braun, Tyler Caulum, Lisa Mueller

Others Present: Becky Eernisse, Jan Wittmus, William Fessler, Shirley Fessler

III. APPROVAL OF MINUTES

[15-988](#) Approval of the Minutes of the August 26th, 2015 Meeting.

Moved by Diedrich, seconded by Koski, that the Minutes of the August 26, 2015 Meeting be approved. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

IV. PUBLIC INFORMATIONAL HEARINGS

[15-989](#) PC 29 - 2015 Lakeside Foods Inc. ; Request for a Change in Zoning From I-2 Heavy Industrial to R-6 High Density Multiple Family for property located along S. 30th Street.

Mr. Braun introduced the item to the public. Lakeside Foods would like to construct a multi – tenant housing structure which would provide seasonal housing for approximately 6 months of the year for some of their employees. The building would provide housing for up to 48 individuals. Currently Lakeside is busing, on a daily basis, some of their employees from Racine. The building would have a common kitchen, dining and restroom facility. There would be 12 sleeping quarters with four individuals per sleeping quarters.

The property is currently zoned I-2 Heavy Industrial which does not allow multi-family uses so Lakeside is requesting a rezone to R-6 Multi-family. The proposed building does not provide private bathrooms and kitchens and would technically be defined by the Zoning Code as a Rooming House. The definition of a rooming house in the Zoning Code is “any building or part thereof other than a hotel, motel or bed and breakfast facility, with sleeping rooms for lodgers which do not contain private bathroom facilities, are rented for

compensation, and where meals may or may not be provided for the lodgers." In an "R-6" multi-family zoning district rooming houses are permitted uses.

Lakeside Foods has had to shut down some production lines in the past on account of lack of workers. They have similar facilities throughout Wisconsin and are familiar with maintaining facilities. There have not been any concerns brought forward from the surrounding community.

Alderman Brey opened up questioning to the Commission. Discussion pertaining to the living arrangements for the workers and parking ensued. Mr. Koski stated that Lakeside had a facility in New Richmond, Wisconsin and he was not aware of any complaints when he worked for the City of New Richmond.

Alderman Brey opened up discussion to the public. B. Eernisse from Lakeside Foods explained their operational plan and answered questions from the Commission. It was noted that Lakeside's house rules document and positive track record in other communities addresses all the Commission's potential concerns. Public input was closed.

Moved by Diedrich, seconded by Koski, that the Council instruct the Clerk to call for a public hearing on this matter to be scheduled for October 19, 2015 and that the Commission further recommend final approval of the zoning ordinance amendment upon completion of the public hearing. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

V. REFERRALS FROM COMMON COUNCIL: None

VI. OLD BUSINESS

[15-990](#)

PC 24-2014: Update Revision to Municipal Code Chapter 15.450 Sign Ordinance.

Alderman Brey opened up the discussion on the Revision to the Sign Ordinance. Mr. Sparacio stated there were no updates at this time for the Sign Ordinance. The discussion was closed.

This Item was discussed. No action taken.

[15-991](#)

PC 49-2010: Saunders / Lakebreeze Salon - Review of Special Permit for a Parking Lot in a Residential Zoning District S. 13th and Hamilton Street.

Mr. Braun read his update on the Saunders's parking lot. The Saunders have fulfilled the requirements of the Special Permit by paving the parking lot and adding landscaping to the terrace.

Moved by Diedrich, seconded by Koski, that Council accept the Commission's report that the conditions for the Special Permit to construct a parking lot in a residential district have been met and that the annual review of the project is no longer required. Report to be placed on file.

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-884](#)

PC 1-2015 Willow Spruce release of easement.

Mr. Braun stated the property owner requested to drop the action. The Willow Spruce release of easement was removed from the agenda.

This Item was placed on file. No action taken.

VII. NEW BUSINESS

[15-992](#) PC 1-2015 Quit Claim Deed - Hecker Road : Estate of Arland Lawrence / Ruth Ann Camomilli.

Moved by Diedrich, seconded by Schwarz, that (i) the Council approve and accept the above referenced deed; and (ii) the Clerk subsequently record the documents at the Register of Deeds. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-993](#) PC 1-2015: Quit Claim Deed - Goodwin Road - Mark Burbey / Tina Rozum.

Moved by Diedrich, seconded by Schwarz, that (i) the Council approve and accept the referenced deed; and (ii) the Clerk subsequently record the documents at the Register of Deeds. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-994](#) PC 1-2015: Quit Claim Deed - Nagle Avenue - John Lukas.

Moved by Diedrich, seconded by Schwarz, that (i) the Council approve and accept the referenced deed; and (ii) the Clerk subsequently record the documents at the Register of Deeds. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-996](#) PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), East of Maritime Drive, North of Little Manitowoc River. Lot 1, Government Lot 2, Section 20, T19N, R24E.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-997](#) PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), East of Maritime Drive, Lots 3 and 4, Government Lot 1, Section 20, T19N, R24E.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with

recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-998](#)

PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), East of Maritime Drive, South of Little Manitowoc River, North of Cleveland Avenue, Section 20 T19N, R24E.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-999](#)

PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), East of Maritime Drive, South of Cleveland Avenue and North of Huron Street; Lot 6, Government Lot 2, Section 20, T19N, R24E.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-1000](#)

PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), East of Maritime Drive, North of Chicago St, South of St. Clair Street; Blocks 53, 54, 112, and 113 Original Plat.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

[15-1001](#)

PC 1-2015: Grant of Access and Easement - City of Manitowoc to Central Brown County Water Authority (CBCWA), West of South Lakeview Drive, South of Quay Street, Government Lot 1, Section 29, T19N, R24E.

Plan Commission reviewed the easements which are related to the transfer of ownership of the fiber optic utility from the Central Brown County Water Authority to Nsight.

Moved by Diedrich, seconded by Koski, that Council : i) instruct the Mayor and City Clerk to sign all documents, ii) instruct the Clerk to record all documents with recording costs to be paid by the requestor and iii) accept the Commissions' report and place on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

VIII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

[15-995](#)

Florence Pleuss Trust: NE ¼, SE ¼ Section 34, & NW 1/4, SW ¼, Section 35 Township 19 North, Range 23 East, City of Manitowoc.

The Plan Commission discussed that the CSM is related to the Manitowoc Memory Care Development at the southwest corner of STH 42 and USH 151. Mr. Braun stated that the certified survey was recorded earlier that day and that the signed quit claim deed and public works petition are on file in the Community Development Department.

This Certified Survey Map was discussed. No action taken.

[15-1019](#)

Fager: NE ¼, SW ¼ Section 36, Township 19 North, Range 23 East, City of Manitowoc.

This Certified Survey Map was discussed. No action taken.

C. Summary of Site Plans: None

D. Director's Report

Mr. Sparacio provided a Director's Report to the Commission via email. There were no questions on the Director's Report.

IX. ADJOURNMENT

Moved by Diedrich, seconded by Koski, that this Meeting be adjourned at 6:41 PM. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Diedrich, Koski, Steinbrenner and Schwarz

Respectfully Submitted,

Paul Braun
Secretary