



# City of Manitowoc

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

## Meeting Minutes

### Plan Commission

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Wednesday, August 25, 2021

6:00 PM

Council Chambers. Meeting also available via  
Zoom remote conferencing software

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#### I. CALL TO ORDER

The meeting of the City Plan Commission was called to order by Chairman J. Nickels at 6:00 PM.

#### II. ROLL CALL

**Present:** 8 - Mayor Nickels, Greg Jagemann, Curtis Hall, Dave Diedrich, Daniel Hornung, Dan Koski, Dennis Steinbrenner and Jim Brey

Staff Present: Adam Tegen, Bill Nichols, Jen Bartz

Others Present: Jamie Zastrow, Ann Flad-Jesion, Jason Valerius

#### III. APPROVAL OF MINUTES: None

#### IV. PUBLIC HEARINGS

[21-0782](#)

PC 39-2021: Popp Enterprises LLC: Amendment to the Official Map; East of S. 35th Street North of Dewey Street.

A. Tegen provided a brief background on the request and location. He stated that the property owner is requesting the official map cul de sac be removed. The property would still have access to their lots off of the dedicated but unimproved right-of-way off of S. 35th Street.

Chairman J. Nickels asked the Commissioners for questions. There were none.

Chairman J. Nickels opened the public hearing. No public input was received and none was provided in advance.

A. Tegen stated that staff recommends approval of the request.

**Moved by Hornung, seconded by Jagemann, that the Amendment to the Official Map be approved. The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

[21-0783](#)

PC 36-2021: Community Development Authority of the City of Manitowoc: Amendment to the Zoning Map from I-2 Heavy Industrial to B-4 Central Business, River Point.

A. Tegen briefly reviewed the request for the property owned by the Community Development Authority of the City of Manitowoc. He stated that it is currently zoned I-2 Heavy Industrial based on its historic use as rail yard. He further explained the rationale as to why B-4 Central Business was selected and indicated that the rezone is an appropriate use within the comprehensive plan.

Chairman J. Nickels asked the Commissioners for questions.

D. Koski asked if there was concern for island of I-2 zoning. A. Tegen indicated that the City chose not to include areas within River Point for properties the City does not own.

Chairman J. Nickels opened the public hearing. No public input was received and none was provided in advance.

**Moved by Steinbrenner, seconded by Diedrich, that the Amendment to the Zoning Map from I-2 Heavy Industrial to B-4 Central Business, River Point be approved. The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

[21-0784](#)

PC 37-2021: Conditional Use Permit & Final Development Plan for River Point Planned Unit Development Pursuant to 15.750 of the Municipal Code.

A. Tegen stated that the request is connected to the rezone of the River Point District from I-2 Heavy Industrial to B-4 Central Business District. He further explained the Planned Unit Development (PUD) process and said that the River Point PUD focuses on quality of design and not a specific land use. He went on to share that the use is consistent with the comprehensive plan as planned mixed use. The intent is to create a high-quality environment.

He stated that per the Municipal Code, a PUD must contain four items: an implementation plan, lot standards, permitted uses, and design guidelines.

Chairman J. Nickels asked the Commissioners for questions. There were none.

Chairman J. Nickels opened the public hearing. No public input was received and none was provided in advance.

**Moved by Brey, seconded by Koski, that the Conditional Use Permit & Final**

**Development Plan for River Point Planned Unit Development be approved. The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

## V. OLD BUSINESS

[21-0698](#)

PC 30-2021: Ordinance to create Section 15.370(32) of the Manitowoc Municipal Code regulating Portable Storage Units.

A. Tegen provided a brief update from the previous meeting. He stated that Paul Braun and Bill Nichols talked with Fred Radandt who owns both storage units and dumpsters in the City, and the Mr. Radandt didn't have any concerns with the proposed ordinance.

He said that small changes or clarifications were made to the language indicating that dumpsters are not regulated as part of the ordinance and the addition of the screening requirement. He stated that staff recommends approval of the ordinance as revised.

**Moved by Hornung, seconded by Diedrich, that the Ordinance to create Section 15.370(32) of the Manitowoc Municipal Code regulating Portable Storage Units be approved. The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

## VII. MISCELLANEOUS

[21-0785](#)

PC 35-2021: City of Manitowoc: Housing Study - Presentation by MSA

Jason Valerius, Planner and Housing Specialist with MSA, reviewed the housing study and provided a high level overview of data collected and information contained within the report. He highlighted local and regional trends, as well as national comparisons. He pointed out that workforce demand may be contributing to housing demand/need and this may change the curve as to how many people will chose to live here. He highlighted some demand projections based on data. He also provided recommendations based on report data and findings.

The Commission had questions regarding Accessory Dwellings Units and how the must be sold as part of the primary and not sold as individual unit.

Chairman J. Nickels asked about strategies, specifically related to subdivisions and land costs. J. Valerius stated that MSA will research & review and provide additional feedback.

Discussion and questions ensued among commissioners and data was clarified as presented in the executive summary.

D. Hornung asked how the City should move forward now that the report is close to completion. He suggested the City work with builders and developers to present and share information and ideas. He asked for example of funding sources to provide affordable housing. J. Valerius provided some examples seen in other communities.

Chairman J. Nickels stated that this report proves that what is occurring in River Point is needed. He stated that this report validates decisions being made on projects in process, such as the River North apartments, to the elected officials as a need in the community to utilize tax dollars to support the community as well as areas to focus on.

D. Steinbrenner suggested that payback costs and time needs to be evaluated and shown to taxpayers on projects. Discussion ensued among commissioners regarding value in investing in local housing.

Discussion ensued regarding next steps on the housing study. A. Tegen stated the study does not need to be adopted, but will go to Council for approval as a formal next step.

D. Diedrich suggested the housing study to be presented to MCHBA and realtors association.

**This item was discussed.**

[21-0579](#)

PC 25-2021: Discussion Related to Barriers on Development in the City of Manitowoc.

A. Tegen provided a brief update and stated that staff is working with Progress Lakeshore to create a working group of local builders and developers. Next step is to discuss how best to bring people together and engage in the topic. He stated that he will bring a summary back to Plan Commission in September. He also said that continued discussions will be to ensure our municipal code is ready for new development such as cottage housing and other types of housing types.

Chairman J. Nickels stated that there is a meeting with the MPU Commission in September on current fees and barriers as it related to those fees.

G. Jagemann agreed with coming back in late winter/early spring to discuss next steps and hear feedback from the builder/developer discussions.

**This item was discussed.**

## VI. NEW BUSINESS

### [21-0786](#)

PC 38-2021: Ordinance to amend Section 15.390 of the Manitowoc Municipal Code regulating Supplementary Regulations - Yard, Height, Area, and Setbacks.

A. Tegen stated this ordinance is to strengthen and clean up the zoning code. It addresses issues encountered in the past that were too restrictive and where there was too much gray area.

D. Steinbrenner asked if there would be conflict with the ordinance as presented with the housing plan being presented, specifically related to the Accessory Dwelling Units (ADU). A. Tegen said that this ordinance would make the building code more flexible.

**Moved by Hornung, seconded by Brey, that the Ordinance to amend Section 15.390 of the Manitowoc Municipal Code regulating Supplementary Regulations - Yard, Height, Area, and Setbacks be approved. The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM) From July 21- August 16, 2021:

i. Community Development Authority of the City of Manitowoc, Located in Blocks 168, 169, 170, 172 and 173 Original Plat Gov. Lot 3 Section 30, T19N R24E City of Manitowoc

ii. Northland Associates, LLC; SW 1/4 of the NE 1/4, Section 16, T19N, R24E, City of Manitowoc Resurvey Tracts 1-3 Volume 6, Page 555. Lilac Drive and Memorial Drive

iii. Moeder, Lot 12, part of Lots 11 and 13, Block 114 of the Original Plat in the SE 1/4, SW 1/4, Section 20, T19 N, R24 E, Town of Manitowoc.

iv. Lullof, Theis, Sweeting; Located in Gov Lots 6 and 8, Section 14, T19N, R23E, Town of Manitowoc Rapids Resurvey of Lots 1-2,2-2, 3-2,4-2 of CSM Volume 2, Page 349

- C. Summary of Site Plans From July 21 – August 16, 2021:
- i. SP 10-2021, Manitowoc Self Storage, 4701 W. Custer Street
  - ii. SP 11-2021, Maritime Properties LLC, 909 S. 15th Street, Mini-Storage Units.
  - iii. SP 12-2021, North 30th Street Mini Storage LLC, 1380 N. 13th Street, Mini-Storage Units.
  - iv. SP 13-2021, Grace Lutheran Church, 2426 N. Rapids Road, Parking Lot Expansion
  - v. SP 14-2021, Total Service Development, 2117 Zimmer Drive, 5 Unit Town Homes
  - vi. SP 15-2021, HMI, 4466 Custer Street, Building Addition
  - vii. SP 16-2021, Popp Builders, 1925 S. 35th Street Storage Building
  - viii. SP 17-2021, River North Apartments, 1000 River Point Drive, 87 Unit Apartment Complex

### **VIII. ADJOURNMENT**

**Moved by Diedrich, seconded by Steinbrenner, that the meeting be adjourned.  
The motion carried by the following vote:**

**Aye:** 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey