



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, February 19, 2020

6:30 PM

Council Chambers

I. CALL TO ORDER

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

II. ROLL CALL

Present: 7 - Dave Diedrich, Daniel Hornung, Mayor Nickels, Dan Koski, Dennis Steinbrenner, Greg Jagemann and Curtis Hall

Absent: 1 - Jim Brey

Staff Present: Paul Braun, Jeremy Du Chateau, Lisa Muller, Jen Bartz

Others Present: Phil Cossen, Tom Kitzerow, Bob Paulson, John Brunner, Paul A. Simon, Mary Greenwold

III. APPROVAL OF MINUTES

[20-0178](#)

APPROVAL OF MINUTES of the January 22, 2020 Commission meeting.

Moved by Diedrich, seconded by Jagemann, that the minutes of the January 22, 2020 Meeting be approved. The motion carried by the following vote:

Aye: 7 - Diedrich, Member Hornung, Mayor Nickels, Member Koski, Steinbrenner, Member Jagemann and Member Hall

IV. PUBLIC HEARINGS

[20-0179](#)

PC 10-2020: Public Hearing regarding the proposed project plan, boundaries and creation of Tax Incremental District No. 22 (Public Hearing Notices were published on February 5 & February 12, 2020).

Phil Cossen from Ehlers presented the boundary map and project plan for TID 22. He shared details of the project plan and indicated that the maximum life for the district is 27 years. He referred to the map of the area for boundaries and noted that the proposed TID 22 district currently overlaps TID 16 which was created in 2016. He pointed out that the TID 22 project includes space for mixed use (work-live-play concept), low density residential, higher density residential, open space for public use, commercial, and light industrial. P. Cossen reviewed project costs and noted that the primary cost is infrastructure - environmental clean up, water, streets, and other utilities - and that the amount needed will be dictated by development. He indicated that the project is likely to be created in two phases: Phase 1 would start in 2020 and Phase 2 would support additional development and likely start in 2024. He indicated that the project estimate details show that Phase 1 is financially feasible. He concluded that TID 22 is a unique area for redevelopment with the riverfront access - and that there is potential developer showing interest in the area already. P. Cossen reviewed the steps of the TID creation process.

Mayor Nickels asked if there were any questions or comments from the Commission.

D. Diedrich clarified that the proposed TID 22 will be overlaid with TID 16 means that TID 16 will continue. P. Cossen indicated yes.

D. Hornung asked if there are any grant dollars being assumed in the project plan. P. Cossen indicated that the Harbor Assistance and Idle Site grants are possible and that there are other grants that may fit. He stated that Ehlers identified about \$600k in grant funding possibilities.

Mayor Nickels noted that the project plan indicates conservative tax rate reduction and stated that previous TIDs included an increase.

Mayor Nickels opened the public informational portion of the hearing.

Mary Greenwold resides at an adjacent property on North 10th Street. She voiced her concerns about her property because there was not a barrier added along the river side of her property. She questioned if anything built or developed behind her property as part of TID 22 will affect her taxes. Mayor Nickels indicated that this project will not affect her taxes and that she will not lose any property. He noted that there is a planned riverwalk nearby and that she may see dredging in the river sometime in the future. M. Greenwold also asked about the status of the city-owned 10th street lot

for sale and quality. P. Braun noted that no testing on those lots has been completed and that it has been determined that the City will retain the property at this time and that the City will maintain as well.

Paul Simon asked how money is generated in a TID. Mayor Nickels stated that property taxes will remain unchanged. He went on to explain that with a TID, all new tax increments generated by the new development go toward paying the infrastructure development costs; the 4 taxing entities still receive their portion of the pre-development taxes. P. Simon clarified stating any development creating a tax increment in the TIF, funds the TIF. Mayor Nickels provided a specific example and noted that current development may be eligible for TID dollars. P. Cossen indicated that Ehlers will provide information to the city for sharing with P. Simon.

P. Simon asked if TID area can be used as collateral for loan. P. Cossen indicated that city can borrow against a development. P. Simon asked if the city anticipates what will be collected of new TID money. Mayor Nickels indicated yes and P. Cossen shared breakdown of revenue over 27 years - or the life of the TID. P. Simon asked if his I-1 and I-2 zoning districts will be maintained. P. Braun indicated that there is a possibility it could be changed, but his property could be included in a mixed use zoning which could still allow his current uses. Mayor Nickels indicated that uses around him may be changed, but stated that this will not affect or remove his currently uses. He went on to share that there are potential areas for the city purchase of land or even swap. P. Braun noted that the city has potential to control more properties in the area. P. Simon asked if environmental testing has been done and Mayor Nickels indicated that it has been completed for city-owned property.

Mayor Nickels closed the public hearing portion of the meeting.

Discussion and no action taken.

V. OLD BUSINESS: None

VI. NEW BUSINESS

[20-0180](#)

PC 10-2020: Consideration and possible action on "Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 22, City of Manitowoc, Wisconsin".

Mayor Nickels asked if there were any additional questions regarding the proposed TID 22 boundary creation and project plan.

Moved by Hornung, seconded by Koski, to authorize staff to proceed with the TID 22 project plan and boundary creation and instruct staff to sign any and all documents needed for the TID 22 creation, and that this Request be approved and referred to council. The motion carried by the following vote:

Aye: 7 - Diedrich, Member Hornung, Mayor Nickels, Member Koski, Steinbrenner, Member Jagemann and Member Hall

[20-0181](#)

PC 9-2020: Ertman: Request to Purchase City Owned Property. Menasha Avenue and Waldo Blvd. Recommending to approve the request to sell a portion of the former Menasha Ave right-of-way and instruct the City Attorney's Office to finalize any and all costs, documents and agreements necessary to complete the transaction. The transaction is also subject to a utility easement being recorded for the utilities in the subject property.

P. Braun reviewed the location on Waldo Blvd and Menasha Avenue and indicated that Travis Ertman lives at the northwest corner of N. 12th Street and Waldo Blvd. The subject property is located west of Mr. Ertman's property and that the area would deepen his rear yard. P. Braun went on to share that there are utilities running through the property and that the property owner would like to improve his property by building a garage. P. Braun indicated that this is not a street vacation and that the property owner was unable to attend the meeting due to his work schedule. P. Braun stated that an easement would need to be created to cover the existing utilities that are located in the subject property.

Mayor Nickels asked if there were any questions or comments from the Commission.

D. Hornung asked for a recommendation. P. Braun stated that he recommends they approve the request to sell a portion of the former Menasha Avenue right-of-way. No additional discussion.

Moved by Hornung, seconded by Diedrich, to approve the request to sell a portion of the former Menasha Avenue right-of-way and to instruct the City Attorney's Office to finalize any and all costs, documents and agreements necessary to complete the transaction and that this Request be approved for consent agenda. The motion carried by the following vote:

Aye: 7 Member Diedrich, Member Hornung, Mayor Nickels, Member Koski, Member Steinbrenner, Member Jagemann and Member Hall

[20-0182](#)

PC 12-2020: Harbor Assistance Program Annual Statement of Intentions for Harbor Related Projects.

P. Braun indicated that this is an annual review of what will be submitted to the State for the Harbor Assistance Program (HAP). He shared brief details on each of the eight projects proposed for the next 3 years and indicated that these will be shared at the upcoming Harbor Commission meeting as well.

Mayor Nickels asked if there were any questions or comments from the Commission

D. Koski asked if we receive assistance from the Harbor Assistance Program, noting that some projects have been on the project list repeatedly. P. Braun referred to priorities and indicated that this is only a submission and the statement does not commit the City to any specific project.

G. Jagemann asked if HAP activities can be included in TID 22. P. Braun stated that HAP eligible projects must be related to commercial port activities and that there is a possibility that stabilizing the north shoreline of the project area could be included.

D. Hornung stated that McMullen & Pitz relocation could be a good project to include. P. Braun noted this would fit as a HAP project.

Mayor Nickels read P. Braun's recommendation to the Commission.

Moved by Diedrich, seconded by Steinbrenner, to indicate their support of the Annual Statement of Intentions and that this Request be approved for consent agenda. The motion carried by the following vote:

Aye: 7 - Diedrich, Member Hornung, Mayor Nickels, Member Koski, Steinbrenner, Member Jagemann and Member Hall

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. Mazanec: NW ¼, SW ¼ Section 26, Township 19 North, Range 23 East, Town of Manitowoc Rapids

2. Leroy & Barbara Waack: SW ¼, SE ¼ Section 16, Township 18 North, Range 23 East, Town of Newton

3. Lawrence & Lavonne Madson: SW ¼, NE ¼ Section 36, Township 19 North, Range 23 East, Town of Cato

C. Summary of Site Plans: None

VIII. ADJOURNMENT

7:10

Moved by Jagemann, seconded by Diedrich, that the meeting be adjourned at 7:10pm. The motion carried by the following vote:

Aye: 7 - Diedrich, Member Hornung, Mayor Nickels, Member Koski, Steinbrenner, Member Jagemann and Member Hall

Respectfully Submitted,

Paul Braun
Secretary

CAUTION TO PLAN COMMISSIONERS: The documents attached to this agenda are for your review in preparation for the City Plan Commission meeting to be held on the above date. Any discussion or communication between members of the Plan Commission by any means prior to the Commission meeting regarding these documents may be a violation of the open meeting laws.