



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, September 24, 2025

6:00 PM

Council Chambers. Meeting also available via
Zoom remote conferencing software.

I. CALL TO ORDER

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

II. ROLL CALL

Present: 6 - Mayor Nickels, Greg Jagemann, Dan Koski, Daniel Hornung, Dave Diedrich and Bill Schlei

Absent: 2 - Curtis Hall and Dennis Steinbrenner

Staff Present: Paul Braun, Jen Bartz, Adam Tegen, Bill Nichols

Others Present: Jeff Piller, Jean Drossart, Peter Allie, Alex Allie, Matt Sauer, Jamie Zastrow

III. APPROVAL OF MINUTES

[25-0681](#)

Approval of Minutes of the September 9, 2025 Plan Commission meeting.

Moved by Diedrich, seconded by Koski, that the Minutes be approved. The motion carried by the following vote:

Aye: 6 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Alderperson Schlei

IV. PUBLIC HEARINGS

[25-0682](#)

PC 25-2025: Muddy Boots Daycare LLC, Request for a Conditional Use Permit for the operation of a Child Care Center at 4801 Expo Drive

P. Braun reviewed the location and specifics of the request. He stated that the request is for up to 100 children and it will operate between the hours of 6am-5pm. He added that the applicant is working with the State on licensing requirements.

P. Braun stated that notices were sent one week prior to abutting and adjoining property owners and no comments were received. He added that the applicant agrees to the conditions.

D. Diedrich asked about condition "D" as the hours are different than the request. P. Braun stated the hours were increased one hour each way to accommodate a potential early dropoff/late pickup.

D. Hornung asked about condition "B" and suggested to change language to be an "and/or" so the reassignment or transfer would only need to be brought to one committee.

D. Diedrich asked if the zoning update will change this area. P. Braun stated the use would be "grandfathered" and that the future zoning map would be updated.

Chairman J. Nickels opened the public hearing at 6:05PM. There were no comments.

P. Braun read staff recommendation to approve.

Moved by Hornung, seconded by Diedrich, that the request for a Conditional Use Permit for the operation of a Child Care Center be approved and referred to council. The motion carried by the following vote:

Aye: 6 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Alderperson Schlei

[25-0683](#)

PC 26-2025: Bret's Towing & Truck Repair, Request for a Conditional Use Permit for the operation of a wrecker service at 4355 Calumet Avenue

P. Braun reviewed the location and specifics of the request to provide wrecker/towing services. The conditional use permit is for only the wrecker service use; automobile repair service is permitted in the current B-3 General Business District. He stated that notices were sent one week prior to abutting and adjoining property owners and no comments were received. He added that the conditions were emailed to the applicant and the applicant didn't have any amendments or changes.

D. Hornung asked for clarification on condition "K" and the 90 day maximum language, whereas other areas say unless actively or in process of repair. P. Braun stated that 90 days will mean no vehicle can be there for an extended period unlicensed and unused. Conversation ensued regarding definition of "in repair." D. Hornung suggested revising language for clarity,

D. Hornung questioned condition "I" and falling out of good standing with the Department of Financial Institutions. P. Braun stated that the CUP will be issued to the LLC and not an individual. He also stated that he will revise the conditions to clear up any ambiguities.

D. Hornung suggested condition "C" should be revised to be an "and/or" so the reassignment or transfer would only need to be brought to one committee. P. Braun stated that he will amend this condition.

Chairman J. Nickels opened the public hearing at 6:13PM. There were no comments.

P. Braun read staff recommendation to approve.

Moved by Diedrich, seconded by Jagemann, that the request for a Conditional Use Permit for the operation of a wrecker service be approved and referred to council. The motion carried by the following vote:

Aye: 6 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Alderperson Schlei

VI. PRESENTATION

[25-0684](#)

PC 3-2024: Chapter 15 Zoning Code Rewrite Presentation by GRAEF staff

Project consultant, Graef, presented the zoning code update progress and status update.

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. Richard Breunig / Priority IAC, Inc.; Lot 1 of a Certified Survey Map recorded in Volume 31, Page 337 and part of the NE 1/4 of the SE 1/4, Section 2, T18N, R23E, Town of Newton

C. Summary of Site Plans:

1. Certified Auto Services Expansion, 3801 Calumet Avenue

VIII. ADJOURNMENT

Moved by Diedrich, seconded by Jagemann, that the meeting be adjourned at 6:45PM. The motion carried by the following vote:

Aye: 6 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Alderperson Schlei