



15-1192

CITY OF MANITOWOC
WISCONSIN, USA
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November 2, 2015

To: Mayor and Common Council

From: Manitowoc City Plan Commission

Subject: PC32-2015: The Parkbench Inc. / The Crossing of Manitowoc County; Request for a Conditional Use Permit (CUP) for a Transitional Housing use pursuant to 15.150(3)l for property located at 419 Park Street.

Dear Mayor and Common Council:

At the October 28, 2015 meeting of the City Plan Commission, the Commission reviewed a request from The Parkbench Inc. / The Crossing of Manitowoc County (The Crossing) regarding the issuance of CUP to establish a transitional housing residence for up to 12 women and their children. The Crossing would provide a temporary but long-term housing option for women and their children providing basic daily needs and giving them time to stabilize their lives. It is anticipated that the residents could stay in the home for up to a year or more.

The Crossing of Manitowoc County is a non-profit, Christian based organization that offers life-affirming help to individuals facing unplanned pregnancies. The organization offers pregnancy tests, counseling services and an "Earn While You Learn" program that educates parents about healthy parenting techniques and life skills. The residence will have a 24 hour live in parent advocate to provide safety, structure, stability; they also facilitate daily life activities and operations.

The proposed use of the structure is categorized as a transitional housing use; the Municipal Code defines transitional housing as: *"housing intended to provide the support needed for temporary occupants who lack a fixed, regular and adequate nighttime residence to move into long-term housing, and which is usually offered as part of a transitional program that helps homeless individuals and families become independent through counseling, job training, child care, skills training, and health care assistance."*

Section 15.150(3) requires the issuance of a conditional use permit prior to the establishment of the transitional housing use.

Conditional Use Permits are governed by section 15.370(27) of the municipal code. In acting upon any application for a conditional use, the Plan Commission and Council shall consider whether the requested use: (1) is reasonably necessary for the convenience and welfare of the public; (2) is in harmony with the character of the surrounding area; and (3) will have a minimal or no effect on surrounding property values. The Common Council may attach conditions to a conditional use.

The Plan Commission unanimously recommended that the Conditional Use Permit be issued to The Crossing subject to the compliance conditions attached.

Sincerely,



Paul Braun
City Planner

Granicus # 15-1112

Attachments

Applicant Mailing Addresses:

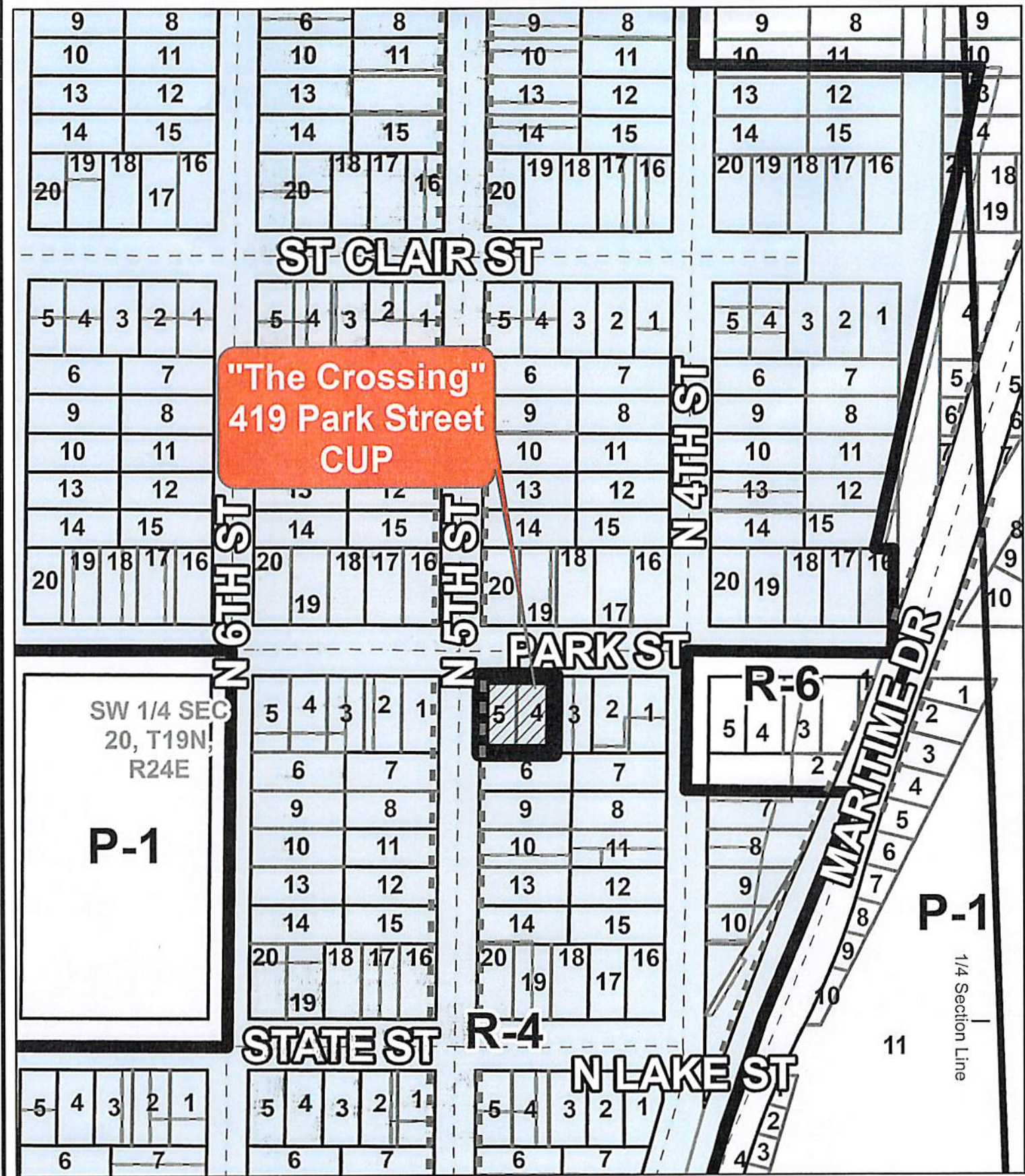
The Crossing of Manitowoc County
814 Washington Street
Manitowoc, WI 54221-4358

REQUIREMENTS FOR
CONDITIONAL USE PERMIT (CUP)
TO THE PARKBENCH INC, d.b.a. THE CROSSING OF MANITOWOC COUNTY
10/28/2015

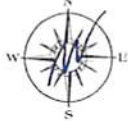
Re: PC32-2015: Grant to The Parkbench Inc. d.b.a. The Crossing of Manitowoc County (together, joint and severally as "The Crossing") a CUP under Section 15.150(3)l of the Manitowoc Municipal Code ("Code") for the operation of a transitional housing Residence for not more than 12 residents (mother and children) in the "R-4" zoning district at 419 Park Street, Manitowoc WI. This CUP shall hereinafter serve as authorization for the location and operation of a transitional housing Residence, and all appurtenant and related functions, within the existing building at 419 Park Street ("Residence"). The area included in the CUP ("CUP Area") is described on the attached map. The Crossing is required to comply with the following conditions:

- A. The Crossing shall not allow the Residence to exceed 12 residents at any one time. A resident advocate shall be present in the Residence at all times when residents are present. The resident advocate does not count towards the total Residence count.
- B. The Crossing shall expressly prohibit the usage or consumption of alcohol and illegal drug usage in the Residence or anywhere on the 419 Park Street Property.
- C. All over-night vehicles shall be parked off-street on hard surfaced areas on the 419 Park Street property.
- D. Administration and office support services shall not be located at the 419 Park Street location.
- E. The Crossing shall file a report with the Community Development Department by January 31st of each calendar year, beginning with January 31, 2017, detailing the status of the Residence in 2016, and in each subsequent year thereafter. This report shall be filed by January 31st in each year the CUP is effective, and each report shall detail the activities at the Residence from the prior calendar year. This report shall include, but not be limited to: (i) a summary of the financing in place to operate the Residence including a summary of foundation grants, donations, lender financing and State and/or Federal grants in hand, and volunteer hours worked ; (ii) residence summary identifying the number of residents in the Residence; (iii) a description of the services being provided at the Residence and the number of residents accessing various services; (iv) the number of residents that were at the Residence, but left without notice; (v) a summary of agreements with third party providers for support services for residents at the Residence; and (vi) any other information that may be requested by the Community Development Department to address identification of common characteristics or experiences of residents at the Residence.

- F. The Crossing shall, at the written request of the Manitowoc Police Chief, install any required security enhancements into the Residence, on terms and conditions acceptable to The Crossing and Chief.
- G. Compliance with all federal, state and local regulations, licensing and code requirements.
- H. No party shall assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council.
- I. The CUP shall automatically terminate effective the same date The Crossing ceases to operate at the Residence. The Crossing shall provide the Community Development Department with written notice of its intent to discontinue operation of the Residence not less than 30 consecutive calendar days prior to the date operations are planned to cease.
- J. Compliance with the terms and conditions of the CUP shall be reviewed by the Plan Commission and Common Council in February, 2017, and during the month of February in each subsequent year of the CUP. The annual review may result in the disclosure of non-compliance issues or the identification of terms and conditions that are no longer necessary or required to maintain the intent or compliance with the CUP, and may result in the modification of the terms and conditions of the CUP, issuance of citations and financial penalties, or immediate revocation of the CUP.
- K. At any date and time, non-compliance with the terms of the CUP may result in the modification of the terms and conditions of the CUP, issuance of citations and financial penalties, or immediate revocation of the CUP.



**"The Crossing"
419 Park Street
CUP**



Prepared by City of Manitowoc
Planning Department
www.manitowoc.org
Map Plotted: 10/19/2015

Y:\Planning\PC Plan Commission\Actions 2015\PC32-2015 The Crossing CUP
DISCLAIMER: Maps and associated data are believed to be accurate, but are not
warranted. This information is not intended for legal, survey, or other related uses.
Please obtain the original recorded documents for legal or survey information.

**The Crossing, 419 Park St.
Conditional Use Permit**
City of Manitowoc, WI

PC32-2015
419 Park Street
The Crossing CUP

- Official Map Street
- 419 Park Street



419 Park Street The Crossing

