



# City of Manitowoc

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

## Meeting Minutes

### Plan Commission

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Wednesday, November 28, 2018

6:00 PM

Common Council Chambers

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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:** 7 - Dave Diedrich, Daniel Hornung, Mayor Nickels, Dan Koski, Jim Muenzenmeyer, Dennis Steinbrenner and Greg Jagemann

**Absent:** 1 - Jim Brey

Staff Present: April Kroner, Jeremy Du Chateau, Lisa Mueller

Others Present: Anton Doneff, Amber Daug, Lee Kummer

#### III. APPROVAL OF MINUTES

[18-1208](#)

Approval of the Minutes of the September 26, 2018 Meeting

Moved by Diedrich, seconded by Muenzemeyer, to approve the September 26, 2018 Meeting minutes as amended. Item 18-0983 shall be amended to read, "Moved by J. Brey, seconded by D. Koski." The motion carried by the following vote:

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

#### IV. PUBLIC INFORMATIONAL HEARINGS: None

#### V. REFERRALS FROM COMMON COUNCIL: None

#### ROLL CALL

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

#### VI. OLD BUSINESS

[18-1209](#)

PC 4-2016: Review and recommend adoption of the City of Manitowoc Downtown Master Plan

April Kroner was introduced to the members as the new Community Development Director. A. Kroner explained that a formal presentation of

the Downtown Master Plan will be given by the consultant, Kimley-Horn, at the December 17, 2018 Common Council Meeting. A public presentation is planned for January 2019. A. Kroner provided a brief summary of the Downtown Master Plan findings, structure, recommendations, catalyst sites and implementation. She continued that future 2019 items include hiring a department staff position whose duties will include promoting development in the downtown area, a Downtown Facade Program, and a Downtown TIF District to include mixed use and residential space development.

J. Nickels expressed his appreciation for the time and efforts of the Downtown Steering Committee members, Downtown Stakeholder Committee members and the general public who provided valuable input during the public informational sessions.

He continued by reviewing points of interest in the Downtown Master Plan. 1. Page 23, "Establishment of a Stable Funding Source." J. Nickels believes it is a high priority for a management group to take ownership of the downtown. He feels it is important that a third party drive the Downtown Master Plan. A discussion ensued by the members regarding exploring the creation of a BID district and the success of other downtown communities who utilize BID districts. It was noted that the Manitowoc downtown did have a previous BID district.

2. Page 30, "Increased Clarity In Zoning." J. Nickels expressed that he would like the Plan Commission to take ownership of the downtown zoning to increase clarity of permitted uses. He continued that in 2019 other items the Plan Commission will discuss include downtown signage, forestry and tree placement. A. Kroner offered that the extension of the B-4 district will also be discussed to encourage mixed use development. J. Nickels added that the Commission could review the types of allowable businesses in the downtown area especially on main streets. J. Muenzenmeyer suggested that perhaps an overlay district would be beneficial.

3. Page 53, "Burger Boat Green Space and Farmers' Market Site." J. Nickels encouraged further discussion regarding the enhancement of the Quay Street approach and to give this a higher rating in the Downtown Master Plan as the Burger Boat Park and Briess / Farmers Market sites are noted as catalytic. He continued that this is a main corner in the downtown area for the community to gather and that the Briess / Farmers Market lot is in need of repair and additional greenery and the Quay Street extension between South 6th and South 8th Streets could be more pedestrian friendly. J. Nickels suggested noting the Manitowoc Public Utilities (MPU) Coal and Pet Coke Storage Pile site in the plan. He continued that this is not a top priority but would like it noted as a site with potential. A. Daus suggested the extension of the Burger Boat Park and

Briess / Farmers Market catalytic site include the MPU Coal and Pet Coke Storage Pile site, thereby extending the Quay Street corridor. L. Kummer suggested extending this further yet from the MPU Coal and Pet Coke Storage Pile site to the south (Lakeview Drive) to Madison Street to capture the views for residential development. D. Hornung offered that the MPU Coal and Pet Coke Storage Pile site location may need to stay for another year but agreed there is a lot of opportunity in this area. D. Koski inquired if there was a deed restriction tied to this. D. Hornung replied yes, he believed that C. Reiss Coal Company has an agreement until possibly 2020.

A. Kroner emphasized that the Downtown Master Plan will involve incremental changes over a 10 year plan period.

A discussion ensued regarding the approved 2019 budget funding for possible enhancements.

J. Nickels requested an amendment to Page 49 stating, "Another site should also be prioritized for long-term development. The site is currently owned by Manitowoc Public Utilities (MPU) and is known right now as the "coal pile". It is located on the corner of the entrance to the Manitowoc River and Lake Michigan. Other communities (most notably Sheboygan) have recently re-developed coal piles along the lake or river for a higher and better use. This is prime real estate with beautiful views of Lake Michigan and the Manitowoc River and is one of the first things that tourists see as they embark on the S.S. Badger. The city is fortunate that MPU owns the land, yet there still remains many obstacles to development. This site, however, should not be overlooked as the city continues to beautify its lakefront."

**Moved by Brey, seconded by Diedrich, to approve the Adoption of the Downtown Master Plan with an amendment to Page 49 per Mayor Nickels request. The motion carried by the following vote:**

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

## VII. NEW BUSINESS

### [18-1211](#)

PC 37-2018: Doneff's Schuette Building, LLC Request to Raze a Building in the 8th Street Historic District located at 811 Franklin Street pursuant to MMC 15.650(4)c

Anton Doneff reviewed the request for those in attendance. He continued that the request is to remove the structure located at 811 Franklin Street to provide available space for downtown parking. The Schuette building renovation project is presently underway and will include seventeen

apartments on the second and third floors. The structure removal would create available parking for those apartment occupants. D. Diedrich inquired about ingress and egress of the proposed parking lot. A. Doneff reviewed the existing and proposed locations. D. Diedrich explained that his concern was how parking would be controlled during downtown events. A. Doneff explained that the proposed lot would be fenced and possibly gated. J. Muenzemeyer inquired about the lot line location and access for snow removal of the fenced area. A. Doneff explained how the lot line was determined and he added that snow removal discussions were ongoing. A discussion ensued regarding the site plan approval process and the internal by staff which would include the items discussed.

**Moved by Hornung, seconded by Diedrich, to approve the issuance of a Certificate of Appropriateness for the Demolition of the Structure located within the Historic District at 811 Franklin Street. The motion carried by the following vote:**

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

[18-1212](#)

PC 38-2018: Review of Manitowoc County Tax Foreclosed Properties

**Moved by Diedrich, seconded by Hornung, to place on file. The motion carried by the following vote:**

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

## VIII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. Hansen: SE ¼, NE ¼, Section 11, Township 19 North, Range 23 East, City of Manitowoc.
2. Denric Properties: Lot 5, 8, 9, & 12, Block 286 of the Original Plat of the City of Manitowoc.

C. Summary of Site Plans (September 14 - November 16, 2018):

1. SP 12-2018: Laugin Enterprises; Mini-warehouses, 2719 Calumet Avenue.
2. SP 13-2018: Etched In Stone; building addition, 1114 S. 9th Street.

D. Director's Report

**A. Kroner will provide a future summary report to the Plan Commission Members.**

## IX. ADJOURNMENT

**Moved by Muenzenmeyer, seconded by Brey, to Adjourn at 6:58 PM. The motion carried by the following vote:**

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