



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, October 26, 2022

6:00 PM

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

I. CALL TO ORDER

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

II. ROLL CALL

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

Staff Present: Paul Braun, Jen Bartz

Others Present: Cheryl Hanson, Gary Hanson

III. APPROVAL OF MINUTES

[22-0883](#)

Approval of the Minutes of the August 24, 2022 Plan Commission Meeting.

Moved by Diedrich, seconded by Hall, that the Minutes of the August 24, 2022 meeting 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

IV. PUBLIC HEARINGS

[22-0882](#)

PC 24-2022: Analysis of Brownfield Cleanup Alternatives at the former CN Peninsula site located at 1110 Buffalo Street, Manitowoc, Wisconsin and the FY23 USEPA Brownfield Cleanup Grant Application

P. Braun stated that an Analysis of Brownfield Cleanup Alternatives (ABCA) is a requirement for the EPA Brownfield grant. The ABCA is related to the River Point redevelopment project. He stated that no action is needed from the Plan Commission because the intent of the hearing is to give the public an opportunity to provide their input on the cleanup alternatives. The public hearing is a requirement of the EPA's Brownfield Cleanup Grant. He added that there was no input received in advance of the meeting.

There were no questions from Commissioners.

There was no public input.

No action taken.

V. OLD BUSINESS

[22-0723](#)

PC 5-2022: Update on the Comprehensive Plan Project

P. Braun stated that the focus groups have been completed and the participant's comments have been compiled. He added that the first draft of the Comprehensive Plan is being reviewed by staff. In addition, Vandewalle and Associates and Community Development staff have had preliminary discussions regarding the Calumet Avenue special study. The special study will focus primarily on the aesthetics, road design, walk-ability, bike-ability and zoning and land use recommendations.

D. Diedrich asked if the draft plan can be shared with Commissioner for review in pieces versus the entire document and if tracked changes will be included so reviewers are aware what has been updated. P. Braun will verify if a tracked changes document is available and if there is, it would be forwarded to the Commissioners.

G. Jagemann asked if there is another public input session. An open house is planned to occur in the next few months for additional public input.

P. Braun said that the Comprehensive Plan update is aligned with the Park Plan update and that the final public open house session will be combined for both projects.

This was an update only and no action was taken.

VI. NEW BUSINESS

[22-0886](#)

PC 10-2022: Creekwood Estates Subdivision - Final Plat, TLG Holdings LLC, Albert Drive (Parcel # 756-000-210); recommending to approve the Final Plat for Creekwood Estates authorizing individuals to sign the plat after all subdivision plat items have been completed to the satisfaction of the Community Development Department

P. Braun stated that this is a review of the final plat for the nine-lot subdivision; 8 lots will be for residential uses and the 9th lot is an outlot that the road and stormwater improvements will be located on. He said that everything including roads and utilities will be private. He added that there is a list of plat conditions that need to be completed prior to the signatures being affixed to the plat.

Commissioners asked for clarification on exact location and P. Braun

provided the information.

C. Hall ask if developers still need to pay the payment in lieu of parkland dedication, since it is private. P. Braun indicated yes the payment is required and that it is based upon the formula calculation that is detailed in the Subdivision Code.

Moved by Diedrich, seconded by Brey, that Creekwood Estates Subdivision - Final Plat, TLG Holdings LLC, Albert Drive (Parcel # 756-000-210) be approved for consent agenda. 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

[22-0884](#)

PC 22-2022: Ordinance to Repeal and Recreate Chapter 15.490 Floodplain Zoning

P. Braun stated that the WisDNR has amended their model flood plain ordinance and is working with other municipalities throughout Wisconsin updating their ordinances. P. Braun stated that the current flood plain ordinance will be repealed in its entirety and replaced with a new model ordinance. P. Braun mentioned that the new ordinance has been improved to be more user friendly and has clarified some sections with additional details. P. Braun highlighted some of the major changes in the ordinance related to creating a new Coastal Floodplain District, adding language clarifying the process of removing lands from a flood plain, addressing repairs and minimum standards for non-conforming structures in a flood plain and expanding the minimum flood proofing standards.

This Ordinance was approved and referred to council

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

[22-0885](#)

PC 23-2022: Hanson, Request to Purchase City-Owned Property Adjacent to 3309 South 10th Street; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

P. Braun stated that this went to Public Infrastructure, then to Council and was approved. It is being shared with the Plan Commission to allow the Commission an opportunity to give a recommendation regarding the request. He briefly reviewed the request and background.

D. Koski stated that the recommendation from the Public Infrastructure Committee was the same as the recommendation to Plan Commission. He added that proceeds from the sale will go to a Silver Creek Park improvement project.

C. Hall asked if neighbors have been contacted. G. Hanson said that they have not talked to the neighbors regarding the potential land purchase.

Moved by Brey, seconded by Hall, that the Request to Purchase City-Owned Property Adjacent to 3309 South 10th Street be approved for consent agenda. The motion carried by the following vote:

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

Abstain: 1 - Member Diedrich

[22-0896](#)

PC 12-2022: Howe, Request to Purchase City-Owned Property Adjacent to Lincoln Park; recommending to approve the sale of the properties and instruct the Community Development Department and City Attorney's office to finalize all details of the transaction

P. Braun stated that this went to Public Infrastructure, then to Council and was approved. It is being shared with the Plan Commission to allow the Commission an opportunity to give a recommendation regarding the request. He briefly reviewed the background of the request. He added that proceeds from the sale will go to a Lincoln Park improvement project budget.

Moved by Jagemann, seconded by Hall, that the Request to Purchase City-Owned Property Adjacent to Lincoln Park be approved for consent agenda. 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

A. Set November & December Meeting Dates

Commissioners agree to move Plan Commission meetings to November 16 and December 21, if needed, due to the holidays.

B. Manitowoc County Activities: None

C. Certified Survey Maps (CSM):

1. Evan & Mistalla Smith; Lots 3 & 4, Block 1, Silveridge Subd. No. 1 and Lots 7 & 8, Block 1 Silveridge Subd. No. 2, in the SE 1/4, SW 1/4, Section 33, T19N, R23E, City of Manitowoc

2. Lynn & Barbara Vandevort; NE 1/4 of the NW 1/4 & NW 1/4 of the NE 1/4 Section 7, T19N, R24E, Town of Manitowoc

3. Effiejune Valentijn; Redivision Tr 1 & 2, part of Government Lot 1, SW 1/4 of the NE 1/4 Section 7, T18N, R24E, Town of Manitowoc

D. Summary of Site Plans:

1. SP 11-2022, J & A Properties (Schenian), 1610 N 8th Street (Warehouse)
2. SP 12-2022, Wisconsin Aluminum Foundry, 838 S 16th Street (Expansion)

VIII. ADJOURNMENT

Moved by Brey, seconded by Diedrich, that the meeting be adjourned at 6:30pm.

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