



City of Manitowoc

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

Meeting Minutes Plan Commission

Wednesday, April 8, 2015

6:30 PM

Council Chambers

I. CALL TO ORDER

The Meeting of the City Plan Commission was called to order by Acting Chairman Jim Brey at 6:50 PM.

II. ROLL CALL

Members Justin Nickels, Dan Koski and Steven Alpert are excused.

Present: 5 - Dave Diedrich, Daniel Hornung, Jim Muenzenmeyer, Jim Brey and Dennis Steinbrenner

Absent: 3 - Steven Alpert, Mayor Nickels and Dan Koski

Staff Present: Nic Sparacio, Paul Braun, Lisa Mueller

Others Present: Paul Radermacher, Brian Dunton, John Ashenbrenner

III. APPROVAL OF MINUTES

[15-404](#) Approval of the Minutes of the March 4, 2015 Meeting.

Moved by Diedrich, seconded by Muenzenmeyer, that the Minutes of the March 4, 2014 meeting be approved. The motion carried by the following vote:

Aye: 5 - Diedrich, Hornung, Muenzenmeyer, Alderperson Brey and Steinbrenner

IV. PUBLIC INFORMATIONAL HEARINGS: None

V. REFERRALS FROM COMMON COUNCIL: None

VI. OLD BUSINESS

[15-405](#) PC 24-2014: Update Revision to Municipal Code Chapter 15.450 Sign Ordinance.

This item was discussed. No action taken.

VII. NEW BUSINESS

[15-406](#) PC 9-2015: Sign Me Up - Request for Animated Sign for Affairs to Remember, 4638 Expo Drive.

The request is from Paul Radermacher from Sign Me Up on behalf of Jesse and Nichole Patrick doing business as Affairs to Remember. The request is for the placement of two off-premise billboard signs; one being a fixed animated billboard and the second being a

static billboard each measuring 12' high x 24' wide. Both animated and static billboards are regulated by section 15.450(18) or Section 15.450(h)3 of the Municipal Code.

The subject property is located at 4638 Expo Drive and is zoned I-1 Light Industrial; the I-1 district allows up to two off-premise signs per parcel. Each sign face can be a maximum of 500 s.f.

Mr. Braun provided the following background information regarding the Special Permit request.

Billboard/Off-Premise Sign Requirements (north facing sign): Plan Commission can issue a "Special Permit"

A. 15.45(14)(h)3. Maximum total off-premise signage sf is 500sf per sign face. Maximum of two (2) off-premise/billboard signs/property, subject to compliance with separation requirements in 15.45(14)(h)3.A. - F.

- Billboard signs in "I-1" shall not be:

(i) within 150' of residential zoning district;

(ii) does not face residences located in, or adjacent to a residential zoning district;

(iii) does not exceed total area on each face of 500sf; and (iv) not within 1,000' of an existing off-premise sign or billboard sign on same side of street from which said sign is intended to be read.

B. Stacking of billboard signs prohibited.

C. 15.45(14)(h)3(F)ix. Landscape base requirement area to 2 times sign area.

D. 15.45(14)(h)5. Ground sign in "I-1" may not exceed 35' in height.

E. 15.45(18)(c)4. Billboard/off-premise signs featuring animating/video signage regulated as billboard under 15.45(14)(g)3.

F. Southbound read only

G. Sign area 12' x 24' (288sf)

Proposed Animated Billboard/Off-Premise Sign (south facing sign): Plan Commission issues "Special Permit".

A. Sign type – billboards can be animated.

B. Height of sign from grade – 35'

C. Maximum sign height allowed- 35'

D. Northbound read only.

E. Current total sign size – 12' x 24' (288sf)

F. Animated Portion of sign – 12' x 24' (288sf)

G. Sign distance to nearest intersection is greater than 100'.

H. 15.450(18)e(4) authorizes Plan Commission to affix conditions to the Special Permit

Each sign is considered a separate off premise sign. A maximum of two off-premise signs are allowed in the I-1 district. One is a static billboard and the second is an animated billboard, which will display different messages, and therefore they are considered two separate signs. The existing "spider" ground sign will be removed from the site per the application. A landscaping plan has been submitted on April 8, 2015 and it meets the requirements of the code. A third on-premise advertising sign, exclusively for Affairs to Remember will also be affixed to the billboard monopole. Sign will be double faced and measure 4' x 8'.

Moved by Hornung, seconded by Diedrich, that the Plan Commission advise the Council that pursuant to the authority granted to the Commission in Sections 15.450(14)h(3) and 15.450(18)(e) of the Municipal Code, and by a unanimous vote, it has approved and authorized the issuance of two Special Permits; for one fixed animated billboard and one fixed non-animated billboard at the location

specified in the attached application. As condition of the Special Permit the Commission instructs that the non-conforming "spider" sign shall be removed from the property. Finally, the Commission authorizes the Building Inspector to issue the sign permits, subject to conditions specified herein, as well as compliance with all relevant sections of Section 15.450. The motion carried by the following vote:

Aye: 5 - Diedrich, Hornung, Muenzenmeyer, Alderperson Brey and Steinbrenner

[15-407](#)

PC 10- 2015: Artist Lofts: Request for Reduction of Parking Space pursuant to 15.430(5) 2402 Franklin Street.

Mr. Braun explained that the request is from Bob Lemke a member of Artist Lofts, LLC who is one of the developers of the former Mirro Plant #3 located at 2402 Franklin Street. Artist Lofts, LLC is requesting a Reduction of Parking Spaces pursuant to Section 15.430(5) of the Municipal Code. This section of the code provides flexibility to the off street parking requirements to reflect typical daily demand for specific use. The Plan Commission can approve less off-street parking if the owner demonstrates the need is reduced.

The Artist Lofts project is a redevelopment project that will create 40 affordable housing dwelling units in the 5 story building. The first floor will be an interior parking area providing 41 parking spaces with the remaining floors being 2 or 3 bed dwelling units with 10 apartments per floor. The estimated construction costs are between \$8 and \$9 million dollars. There will also be a surface parking lot providing 9 spaces across the street at the northwest corner of Franklin and South 25th Streets. The Municipal Code requires 66 off-street parking spaces. The current off-street parking formula is a minimum of two parking spaces for each dwelling unit with two or less bedrooms and one-half additional parking space for each bedroom greater than two per dwelling unit, plus one space for each four units or fraction thereof for visitor parking.

Mr. Braun stated that there are approximately 40 on street spaces available with restrictions (No Parking Dec 31 – March 31, 1am – 6am) and approximately 20 on street spaces (south of the railroad tracks to Franklin Street on S. 24th and 25th Streets) with unrestricted parking available.

The Plan Commission felt that the developers have used all of the available areas under their control to provide as many off-street parking spaces as possible. The former Mirro Plant #3 business didn't provide any off-street parking. The Commission also used the Manitowoc Hotel project, which is a similar redevelopment project completed by the same developers with similar tenant demographics, as a model. The Manitowoc Hotel project provided 1 parking space for each dwelling unit and there have been no complaints regarding lack of parking for the Manitowoc Hotel development.

Moved by Hornung, seconded by Diedrich, that the Plan Commission advise the Council that pursuant to the authority granted to the Commission in Section 15.430(5) of the Municipal Code, and by unanimous vote, it approve the Reduction of Parking Spaces from 66 spaces to a minimum of 50 spaces; said 50 spaces can be provided in any off-street location. The motion carried by the following vote:

Aye: 5 - Diedrich, Hornung, Muenzenmeyer, Alderperson Brey and Steinbrenner

[15-408](#)

PC 8 - 2015: Gulseth Revocable Trust / KNM LLC: Partial Release of Easement - Johnston Drive.

Mr. Braun explained that the easement release request is from Paul Steinbrecher, S.M.I. who is representing Gulseth Revocable Trust and KNM LLC. The properties are located at 1930 and 1950 Johnston Drive. KNM would like to purchase some additional acreage from Gulseth, the property is directly to the west of their existing property. An existing 12 foot utility and drainage easement is located along the common lot line between KNM and Gulseth. The easement is symmetrical about the west line of the KNM property. The easement release and property transfer will allow for a building expansion by KNM.

Moved by Diedrich, seconded by Muenzenmeyer, that the Plan Commission unanimously recommend that the Council: (i) authorize the release of the easement area; (ii) authorize the Mayor and Clerk to sign the document at the call of the City Planner; and (iii) authorize the Clerk to record the document, with the owners to pay for any recording costs. The motion carried by the following vote:

Aye: 5 - Diedrich, Hornung, Muenzenmeyer, Alderperson Brey and Steinbrenner

VIII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

[15-409](#)

Kubsch / Konopacki -NW ¼ of NE 1/4 Section 31, Township 19 North, Range 23 East, City of Manitowoc.

This Certified Survey Map was discussed. No Action taken.

C. Summary of Site Plans

[15-411](#)

SP 1 - 2015: Maritime Ford - Addition / Renovation. 1305 Franklin Street.

This Site Plan was discussed. No Action taken.

[15-410](#)

SP 2-2015: CR Mini-Storage - Mini Warehouse Building #3. 2131 S. 26th Street.

This Site Plan was discussed. No Action taken.

D. Director's Report

Mr. Sparacio provided the Commission with an update on recent Council actions, the Artist Lofts project, community presentations, and upcoming demolition projects including the Lakeshore Mall property (Memorial Drive) and the Canadian National property.

IX. ADJOURNMENT

Moved by Steinbrenner, seconded by Hornung, that the Meeting be adjourned at 7:35 PM. The motion carried by the following vote:

Aye: 5 - Diedrich, Hornung, Muenzenmeyer, Alderperson Brey and Steinbrenner

Respectfully Submitted,

Paul Braun
Secretary