



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, October 27, 2021

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

D. Hornung is excused.

Present: 7 - Mayor Nickels, Greg Jagemann, Curtis Hall, Dave Diedrich, Dan Koski, Dennis Steinbrenner and Jim Brey

Absent: 1 - Daniel Hornung

Staff Present: Paul Braun, Adam Tegen, Jen Bartz

Others Present: Mike Mecca, Pat Mecca, Bryan Fager, Jamie Zastrow, Doug Schwalbe, Jodi Schwalbe

III. APPROVAL OF MINUTES

[21-1032](#)

Approval of the Minutes of the July 28 and August 25, 2021 Plan Commission meetings.

Moved by Diedrich, seconded by Koski, that the Minutes of the July 28 and August 25, 2021 meetings be approved. The motion carried by the following vote:

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

IV. PUBLIC HEARINGS

[21-1033](#)

PC 41-2021: Fager; Rezone from R-1 Residential-Agricultural District to R-4 Single- and Two-Family District; related to a Petition for Direct Annexation for property located on South 15th Street.

P. Braun provided the Commission with the specifics of the property location and noted that the rezoning was related to an annexation petition that will be discussed later in the Commission meeting. He reminded Commissioners that all newly annexed properties receive a temporary zoning of R-1 Residential - Agricultural and the agenda item will rezone the property from R-1 to R-4 Single and Two Family Residential. He stated that

the area is currently zoned RR or Rural Residential and is under the Manitowoc County Zoning Ordinance. P. Braun stated that property owners within 200 feet were sent notices, and there were no comments received.

Chairman J. Nickels asked Commissioners for questions.

D. Koski clarified that the property to north will not be annexed in as well. P. Braun stated that the applicant talked with that property owner and they do not have interest in annexation at this time. He also stated that the annexation is contiguous to city limits and there will be no town islands created.

Chairman J. Nickels opened the public information hearing.

Mike Mecca, 2827 South 15th Street, asked for purpose of annexation and asked how he and others could be annexed as there is interest. P. Braun stated that the property owner has issues with the septic. He then briefly explained the process and Chairman J. Nickels advised M. Mecca to contact Mr. Braun in the Community Development Department.

P. Braun read the recommendation to approve the proposed zoning classification of R-4 Single and Two-Family Residential.

Moved by Brey, seconded by Jagemann, that the Rezone from R-1 Residential-Agricultural District to R-4 Single- and Two-Family District; related to a Petition for Direct Annexation be approved and referred to council. The motion carried by the following vote:

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

[21-1034](#)

PC 42-2021: Community Development Authority of the City of Manitowoc, Rezone from I-2 Heavy Industrial to R-6 Multiple Family and B-3 General Business, Block 246 of the Original Plat.

P. Braun displayed the original map that was provided to members in their meeting packet. He stated that there was a revision to the area that was going to be rezoned; the revision was based on discussions the City had with adjacent property owners. Mr. Braun provided each of the Commissioners with a revised map of the area to be rezoned. He also stated that he forwarded by email another comment that was received from a property to the west of the subject parcel.

P. Braun pointed out that in the revised map that only the southerly 275' will be rezoned to R-6 Multiple Family and the northern section will remain unchanged and remain I-2, Heavy Industrial. He explained the reasoning

behind the request and noted that there is a potential workforce housing project on southerly portion. The prospective developer is applying for tax credits for the project and the proper zoning classification must be in place prior to application submittal.

Chairman J. Nickels explained that there is strong interest in purchasing the northerly section of the parcel by a nearby business. He also said that a letter of intent from the business is expected and added that the northerly section will be kept as I-2 as it will be applicable for their use. He also stated that the Boys & Girls Club was a potential for the southerly portion, however there is no Memorandum of Understanding or formal agreement in place at this time.

G. Jagemann said that he agrees with moving the residential zoning district to the south as Jagemann's shipping location is nearby and there is a lot of truck traffic.

Ald. J. Brey stated that he represents this area and it seems that the planned change will be a great opportunity. He asked if the City is close to having final closure on any remediation issues. A. Tegen provided information regarding the status of the remediation and also shared that the City is working on a grant opportunity for the southerly portion to address the concrete slabs and tunnel system.

Chairman J. Nickels opened the public hearing. No comments were received and the hearing was closed.

Moved by Brey, seconded by Diedrich, that the Rezone from I-2 Heavy Industrial to R-6 Multiple Family for the southerly 275' of Block 246 of the Original Plat be approved and referred to council. The motion carried by the following vote:

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

V. OLD BUSINESS

[21-0579](#)

PC 25-2021: Discussion Related to Barriers on Development in the City of Manitowoc.

A. Tegen provided details on the housing roundtable event and said that the 90-minute conversation provided a lot of valuable insights. He highlighted a few key points: i) there is a lack of inventory of buildable lots and lots that are available have deed restrictions or other encumbrances, ii) Costs of development such as property holding costs and infrastructure costs are barriers, and iii) there is a housing need across the entire housing market.

He also shared that local plan review capabilities should be investigated. Communities are able to get certified so they can do the plan reviews in house. Assessment policies for infrastructure is a major barrier for developers and it was discussed to see if the City could hold those costs which could then get assessed back to the developer after a lot sells.

D. Steinbrenner asked if there was a downside for the City being a bank and if there is any risk. A. Tegen explained potential payback process. If housing markets fall and the lots are slow to sell, the City would be responsible for the costs while lots sit vacant.

D. Diedrich stated that developments are one of the more risky things for banks to finance and why most banks stay away. He added that some communities in Green Bay are utilizing TIF.

Discussion ensued among Commissioners about return on investment.

D. Koski stated that a previous City he worked in did the industrial park model of adding infrastructure and then selling lots. He added that the cost is included - whether up front or not - and perhaps adding up front would keep the lot prices higher and hold buyers off.

Ald. Brey asked for details on why the developers felt that the Silver Ridge subdivision was not very desirable. A. Tegen stated that it seemed to be related to restrictions on required minimum square footage and location.

D. Diedrich asked if Plan Commission was able to do something about lot restrictions. A. Tegen stated that the City is not very restrictive and added that those more restrictive requirements are covenants by the developer and the City does not have any control over private deed restrictions.

D. Diedrich asked how difficult it would be for the City to get certified to do plan reviews. A. Tegen stated that the City would need to utilize internal staff or engineering firms. He added that it could be a revenue source if the City can review plans locally.

G. Jagemann asked if the topic of neighborhood infill came up in the conversation. A. Tegen stated that it was not really discussed specifically as the builders / developers indicated early on that there is a lack of buildable lots overall.

A. Tegen detailed next steps and said that the plan is to return to Plan Commission after the first of the year with an update.

This item was discussed.

VI. NEW BUSINESS[21-1035](#)

PC 40-2021: Fager; Petition for Direct Annexation pursuant to §66.0217(2) from the Town of Manitowoc, South 15th Street.

P. Braun stated that this is related to Fager rezoning request that was discussed earlier in the meeting. The Unanimous Consent annexation petition is from Bryan Fager who owns the residence at 2815 S. 15th Street in addition to a vacant lot. There are 2 residents living at the residence and both individuals signed the petition. Mr. Fager recently purchased the properties and the residence has a failing septic system which is the reason for the annexation request. The area to be annexed is 1.27 acres. The Town of Manitowoc's portion of the tax bill is \$234.91 which the City must pay to the Town for the next 5 years.

Mr. Braun concluded by stating that the Mr. Fager has provided a quit claim deed for S. 15th Street right-of-way, public works petition and a water petition. He went on to state that the City is only waiting for the letter from the State stating that the annexation is in the public interest.

Moved by Diedrich, seconded by Steinbrenner, that the petition for Direct Annexation pursuant to §66.0217(2) from the Town of Manitowoc be approved and referred to council. The motion carried by the following vote:

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

[21-1036](#)

PC 1-2021: Fager; Quit Claim Deed for S. 15th Street purposes.

The quit claim deed is related to the Fager annexation and is for S. 15th Street street purposes.

Moved by Diedrich, seconded by Steinbrenner, that the Quit Claim Deed for S. 15th Street purposes be approved for consent agenda. The motion carried by the following vote:

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

[21-1037](#)

PC 43-2021: Schwalbe; Request to Purchase City-Owned Property, Corner of Cleveland Avenue and Maritime Drive.

P. Braun provided background and information on the request. He stated that the location is an existing city-owned hillside that the Schwalbes have been maintaining. He said that MPU will call in a locate for the electric and sanitary that runs in the area. He proceeded to state that the area of interest is unbuildable due to the utilities and the P-1 zoning and there were no concerns received from the Public Works and Parks Departments.

Chairman J. Nickels asked if any road modifications will be affected. D. Koski said no and added that the sidewalk will remain as is. He also said that future improvements are not impacted.

P. Braun stated he asked Accurate Appraisal for an opinion on the tax implications; the assessed value would increase by about \$200 and that there would be a small tax increase for the property owner.

P. Braun read the recommendation to approve i) the request to sell the City-owned property to the west right-of-way line of Maritime Drive, ii) buyer, at their cost, to provide any easements and descriptions as required for the existing utilities, iii) instruct the City Attorney's Office to complete all items related to the sale.

D. Schwalbe, property owner/buyer, said he wanted to purchase the property to stabilize the hillside. He asked for clarification on responsible party if sanitary would need to be updated or repaired. D. Koski said that if a homeowner knowingly builds over sanitary and it would need repair, the homeowner is responsible. D. Schwalbe stated that they will decide upon further site investigation of utility placement.

Chairman J. Nickels recommended that motion be to approve the sale of the full corner. Final determination of the exact area to be purchased can be worked out by the Community Development Dept., Attorney's Office and Schwalbe's.

Moved by Diedrich, seconded by Brey, that the Request to Purchase City-Owned Property on the Corner of Cleveland Avenue and Maritime Drive be approved and referred to council. The motion carried by the following vote:

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

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. Jeff Edgar / Silver Creek Nursery, Inc; NE 1/4 of the NW 1/4, Section 7, T18N, R24E Town of Manitowoc

2. Robert and Joanna Stephens Living Trust; SW 1/4 and NW 1/4 of the NE 1/4 Section 25, T19N, R22E, Town of Cato

C. Summary of Site Plans From August 17 – October 16, 2021:

1.SP 18-2021, Connection Church Pickleball Facility, 1455 N. Rapids Road

VIII. ADJOURNMENT

Moved by Steinbrenner, seconded by Diedrich, that the meeting be adjourned at 6:52 PM. The motion carried by the following vote:

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