



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, March 27, 2019

6:00 PM

Council Chambers

I. CALL TO ORDER

The Meeting of the City Plan Commission was called to order by Chairman Nickels at 6:00 PM.

II. ROLL CALL

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

Absent: 1 - Jim Brey

Staff Present: April Kroner, Paul Braun, Jeremy Du Chateau, Nick Mueller, Lisa Mueller

Others Present: Caira Nehring, Joe Schwister

III. APPROVAL OF MINUTES

[19-0314](#) Minutes of the February 27, 2019 Commission meeting.

Moved by Koski, seconded by Jagemann, to approve the Minutes of the February 27, 2019 Meeting. The motion carried by the following vote:

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

IV. PUBLIC INFORMATIONAL HEARINGS

[19-0317](#) PC 14-2019: Joseph Schwister; Request for a Conditional Use Permit for the Establishment of a "Wrecker Service and Sale of Used Vehicles" at 1118 S. 10th Street under MMC 15.270(3)a and 15.370(27).

P. Braun explained that the request is from Joseph Schwister / J&K School Hill, LLC doing business as School Hill Garage. The applicant is requesting a conditional use permit in the B-3 General Business zoning District for the establishment of a wrecker service and sale of used vehicles business for property located at 1118 S. 10th Street.

P. Braun detailed the criteria listed in the Municipal Code and State Statutes for the issuance of conditional use permit. P. Braun commented that in 2017, Wisconsin Act 67 was passed which lessened the discretion and control of local governments regarding the issuance of a conditional

use permits.

P. Braun stated that the applicants, at any single time, would have a maximum of 5 vehicles on the site for sale. They would also have a maximum of 2 vehicles on site for minor vehicle repairs. All towed vehicles will be transported to a location outside of the City. The business hours would be 9 am - 5 pm, Monday - Friday and weekends by appointment.

P. Braun concluded by stating that notices were mailed to abutting and adjacent property owners and that no comments were received regarding the conditional use permit.

Mayor Nickels asked the Commission if they had any questions. D. Diedrich asked if there would be a fence constructed along the south property line. P. Braun stated that yes the applicants are planning to construct the fence but it will not be a condition of the permit. G. Jagemann asked if the maximum number of vehicles on the site at a time will be one of the conditions. P. Braun stated that yes a maximum number of vehicles will be condition.

Mayor Nickels opened the public hearing portion of the meeting. No comments were provided by the public.

P. Braun asked the Commission if they had any questions regarding the following conditions. There were no questions. The staff recommendation is to grant the permit to the applicant under the following conditions:

REQUIREMENTS FOR A
CONDITIONAL USE PERMIT (CUP) APPROVAL FOR
JOSEPH SCHWISTER / J&K SCHOOL HILL LLC d.b.a SCHOOL HILL
GARAGE
3/27/2019

Re: PC14-2019: The CUP is granted exclusively to Joseph Schwister / J&K School Hill LLC d.b.a. School Hill Garage (hereinafter referred to as "Applicant"), located 1118 S. 10th Street, (parcel #052-000-287-110.00); the Applicant is required to comply with the following conditions:

- A. The CUP shall not become effective and binding until the Common Council approves the CUP as outlined herein.
- B. The CUP shall not be assignable or transferrable without the written approval of the Manitowoc City Plan Commission and Common Council.
- C. Compliance with all federal, state and local regulations and

licensing requirements.

- D. The hours of operation for the wrecker service and used vehicle sales businesses shall be from 9:00am - 5:00pm, Monday - Friday and by appointment on weekends.
- E. The maximum number of used vehicles on the property for sale at a single time shall be 5.
- F. The maximum number of vehicles on the property for minor repairs at a single time shall be 2.
- G. Towed vehicles which are not on the site for minor repairs are not permitted on the property.
- H. The CUP shall automatically terminate effective the date any license granted to the applicant by the State, is closed, denied, revoked, or terminated.
- I. 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.

Moved by Diedrich, seconded by Hornung, to approve the issuance of the Conditional Use Permit located at 1118 S. 10th Street to Joseph Schwister / J&K School Hill, LLC pursuant to the attached conditions. The motion carried by the following vote:

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

V. REFERRALS FROM COMMON COUNCIL: None

VI. OLD BUSINESS: None

VII. NEW BUSINESS

[19-0315](#)

PC 15-2019: Discussion regarding changes to Chapter 15 Zoning Ordinance Related to Recommendations from the Downtown Plan.

Mayor Nickels explained that the topic is for discussion purposes. He continued to state that the recently adopted Downtown Plan recommended some changes to the Zoning Ordinance. A. Kroner stated that amending the B-4 Central Business zoning district is a priority of the Downtown Plan to eliminate any zoning barriers to development. The Plan also recommends that the B-4 district be enlarged into some of the existing C-1 Commercial and B-3 General Business Districts. The expansion of the B-4 zoning district would increase the number of properties needing to have a Certificate of Appropriateness issued by the Community Development

Authority for any exterior alterations of the downtown buildings. Design control and historic preservation are other goals of the downtown plan. A. Kroner provided background information on the existing design review process.

The Plan Commission and staff discussed other recommendations of the Downtown Plan such as the boundary of downtown, gateway corridors, design controls and the differences between the B-4 and the B-3 zoning districts. Discussion occurred regarding the uses allowed in the B-4 district and what are some potential recommendations, such as creating a form based zoning district for the downtown.

The Commission discussed the concept of what form based zoning is and how it is different from the existing zoning code. The Commission asked to have more background information regarding form based zoning provided at a subsequent meeting.

This Item was discussed. No action taken.

[19-0316](#)

PC 16-2019: Discussion regarding the Renaming of a Portion of Dewey Street west of Calumet Avenue.

Mayor Nickels introduced the topic to the Commissioners. Mayor Nickels wanted to rename a portion of Dewey Street that is west of Calumet Avenue to Crawford Boulevard to honor former Mayor Kevin Crawford for his years of service to the City. Mayor Nickels stated that K. Crawford is the longest consecutive serving Mayor from April 1989 to April 2009 with one of his major accomplishments being the Harbor Town development. The portion of Dewey Street to be renamed runs through the Harbor Town area. Mayor Nickels concluded by stating that there are a total of 5 businesses that will be affected and that they will be contacted well in advance of the official renaming date which is proposed to be July 1, 2019.

Moved by Hornung, seconded by Diedrich, to approve the renaming of a portion of Dewey Street west of Calumet Avenue to Crawford Boulevard. The motion carried by the following vote:

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

VIII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. Calumet Avenue Manitowoc, LLC: NE ¼ and NW ¼ Section 35, Township 19 North, Range 23 East, City of Manitowoc.

C. Summary of Site Plans

1. SP 5-2019: Aldi's, 4111 Harbor Town Lane, store expansion
2. SP 6-2019: Verizon, 4622 Calumet Avenue, new construction.

IX. ADJOURNMENT

**Moved by Diedrich, seconded by Hornung, to adjourn the Meeting at 7:15 PM.
The motion carried by the following vote:**

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

Respectfully Submitted,

Paul Braun
Secretary