



# CITY OF MANITOWOC

WISCONSIN, USA

[www.manitowoc.org](http://www.manitowoc.org)

July 29, 2021

To: Mayor and Common Council

From: Paul Braun, City Planner

**Subject: PC 29-2021: Retzak; 812 S. 8th Street, Request to purchase a portion of City Owned Property – City Hall Parking Lot**

At the July 28, 2021 meeting of the Manitowoc City Plan Commission, the Commission recommended to the Common Council the following action:

***Approve the request to purchase the city owned property pursuant to the following: i) City Attorney's Department to negotiate and complete the land sale transaction, and ii) Mr. Retzak to pay for any title work, recording costs, legal descriptions, survey work, easements or other items related to the sale.***

NOTE: After the Plan Commission meeting Mr. Retzak has requested to extend the area to be purchased an additional 9' +/- to the south to include a portion of his other building located at 814 S. 8<sup>th</sup> Street which is also currently on city-owned property. The total area requested to be purchased is approximately 34' X 6' which is 257 s.f. +/- . A map and legal description prepared by a Registered Land Surveyor are attached.

Address of applicant  
Scott Retzak  
812 S. 8<sup>th</sup> Street  
Manitowoc, WI 54220  
[sretzak@yahoo.com](mailto:sretzak@yahoo.com)  
619-954-9452

Granicus #: 21-0694  
Attachments: Map & Legal

April 26, 2021

Planning Department Director  
Planning Department  
City of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220

Subj: 812 S. 8<sup>th</sup> Street West Garage

Dear Adam:

Our present northly garage configuration results in an interior east-west dimension of 15'-9". a Standard garage depth dimensions are eighteen feet (18') or more. As built, this garage is marginally effective.

In order to expand the garage to a desired (18'-10") interior east-west depth, we would be extending a westerly garage encroachment over the property line by an additional 3'-1".

Additionally, in order to provide a new south garage parking for a proposed 2nd floor luxury condominium unit remodeling, a new southly garage would be proposed new encroachment over the property line by 4'-6" to 5'-3"

The above north and sound proposed encroachment dimensions are measured from the exterior face of the wall.

The proposed expansion would leave a minimum forty-two inch (42") clear public north-south walkway.

We request the above building encroachments onto City property; as further illustrated on attached floor plans.

Sincerely



Scott Retzak  
619-954-9452

CC:

Justin Nickels, Manitowoc City Mayor  
Adam Tegan, Community Development Director  
Jeremiah Novak, City Alderperson District

Att'd:

Aerial representation of planned garage construction  
Ground floor, First floor & Second floor plans (showing property lines and proposed westerly encroachment into City parking lot, dated 4-22-21

# EXHIBIT "A"

NW CORNER  
SEC. 29-19-24  
(EXISTING CHISELED "X")  
MTWC. CO. COORD.  
N 302122.988  
E 232922.833

S 89°34'46" E  
742.51'

N. LINE, NW 1/4, SEC. 29-19-24

1341.71'  
S 00°26'17" W

LOT 7

CONC.

CONC.

N 89°20'17" W  
100.18'

EXISTING BUILDING

LOT 6

LOT 3

CITY  
PARKING  
LOT

S 00°42'14" E 34.75'

N 00°29'46" E 34.75'

SOUTH 8th STREET  
(CONCRETE CURB & STREET)

3.2'

3.4'

7.02'

S 89°15'32" E

EXISTING BUILDING

LOT 5

CONC.

CLIENT COFFEY ENTERPRISES

DATE 8/4/2021

CAD FILE DWG\CITY\MTWC\ACE\COFFEY\757019 JOB NO. S428021



**Corner Point**  
A DIVISION OF ACE BUILDING SERVICE  
3510 S. 26th Street  
Manitowoc, WI 54220  
Ph 920.682.6105

**From:** [Jeff DeZeeuw](#)  
**To:** [Scott Retzak](#)  
**Cc:** [Paul Braun](#)  
**Subject:** External: Property purchase  
**Date:** Wednesday, August 04, 2021 1:07:37 PM  
**Attachments:** [image003.png](#)  
[Coffey Exhibit 2021.pdf](#)

---

Hi Scott,

Attached is a map of the area that Mike Check showed me you intend to purchase from the City. Below is the description of the area for easy cut & paste to the deed.

***DESCRIPTION:*** *Area being purchased for garage addition.*

Part of Lot 3 of Block 218 of the Original Plat of the City of Manitowoc, Located in Government Lot 1 of Section 7, Town 19 North, Range 24 East, City of Manitowoc, Manitowoc County, Wisconsin, described as follows:

Commencing at the NW Corner of said Section 7; Thence S 89°34'46" E, 742.51 feet coincident with the north line of said Section 7; Thence S 00°26'17" W, 1341.71 feet to a point on the west line of S. 8th Street; Thence N 89°20'17" W, 100.18 feet to a point on the east line of said Lot 3, being 1-3/4" north of the northwest corner of Lot 7 of the Subdivision of Lots 1 and 2 of said Block 218; Thence continuing N 89°20'17" W, 7.75 feet; Thence S 00°42'14" E, 34.75 feet; Thence S 89°15'32" E, 7.02 feet to said east line of Lot 3; Thence N 00°29'46" E, 34.75 feet coincident with said east line of Lot 3 to the point of beginning.

Said parcel contains 257 Square Feet of land.

Please let me know if you have any questions.

Thank You,

**Jeffrey A. DeZeeuw, PLS**

**Corner Point**

A division of A.C.E. Building Service, Inc.

3510 S 26<sup>th</sup> Street, Manitowoc, WI 54220

o 920.682.6105 | m 920.323.5250

[www.acebuildingservice.com](http://www.acebuildingservice.com)



