

Report to the Manitowoc Plan Commission

Meeting Date: January 22, 2025

Request: PC 25-2023: Annual Review : The Haven of Manitowoc County; Conditional Use Permit for the Operation of a Transitional Housing at 826 S. 19th Street.

Existing Land Use for Subject Property: Transitional Housing for The Crossing Home

Existing Zoning for Subject Property: R-4 Single and Two Family Residential

Surrounding Property Land Uses and Zoning

Direction	Existing Land Use	Existing Zoning
North, West, East, South	Residential	R-4 Single & Two Family

Report:

Update: The Common Council issued a conditional use permit (CUP) to The Haven of Manitowoc County in November of 2023. One of the conditions in the 2023 CUP was an annual review at the January 2025 Plan Commission meeting. The Police, Fire and Building Inspection Departments reported no issues or concerns at the location.

Alex Hunt, Executive Director from The Haven provided information regarding the 2024 activities at The Haven, below is a summary of his comments.

- 826 S. 19th Street location is currently at full occupancy, which is 3 individuals.
- As of 1/9/2025 both the S.19th and Marshall Street Haven locations are at full capacity. Marshall Street has 20 individuals and S. 19th Street has 3 individuals
- The Haven's operating budget is approximately \$309,000 with funding coming from various foundation grants, such as the Lakeshore Community Foundation, West Foundation, and Stangel Foundation, along with numerous individual donations from the community. Federal funding sources include the SSSG grant, CDBG-CV grant from DEHCR, and EFSP funding managed through United Way of Manitowoc County. Additionally, there has been approximately 1,620 volunteer hours given in 2024.

General Background Information:

The Haven and Wisconsin Aluminum Foundry (WAF) have entered into a partnership to provide transitional housing for up to 3 individuals at 826 S. 19th Street. WAF purchased the property for future business expansion but in the interim, before razing the structure, The Haven will use the home for individuals they serve.

The Haven's main office and administration will remain at the 1003 Marshall Street location. The 826 S. 19th Street location will be the next step for individuals before finding their own living arrangements. The Haven's main mission is to help homeless men find shelter and provide them with the resources they need to achieve self-sufficiency.

Due to the lack of affordable housing options, and the stigma of renting to individuals that were homeless, has caused roadblocks for the individuals seeking independent living. The 826 S. 19th Street location will be a step closer for the individuals seeking housing independence. The Haven is planning to have up to 3 individuals in the residence at a single time. The residents will pay a relatively low rent allowing them to save money so they have the financial means and time to find their own permanent housing.

The 2 bed, 1 bathroom, single story structure was constructed in 1940 and is 812 square feet. The 0.13 acre lot has 50' of frontage along S. 19th and it is 110' in depth.

Transitional housing is defined as: *“housing intended to provide the support needed for temporary occupants who lack a fixed, regular and adequate nighttime residence to move into long-term housing, and which is usually offered as part of a transitional program that helps homeless individuals and families become independent through counseling, job training, child care, skills training, and health care assistance.”*

Recommendation: Approve the re-issuance of the Conditional Use Permit to The Haven of Manitowoc County for the transitional housing use located at 826 S. 19th Street.

REQUIREMENTS FOR
CONDITIONAL USE PERMIT (CUP)
TO THE HAVEN OF MANITOWOC COUNTY, INC.
11/20/2023

Re: PC25-2023: Grant to The Haven of Manitowoc County, Inc. (The Haven) a CUP under Section 15.370(27) of the Manitowoc Municipal Code (“Code”) for the operation of a transitional housing Residence for not more than 3 residents at 826 S. 19th Street, (parcel # 000-205-140) Manitowoc WI. This CUP shall hereinafter serve as authorization for the location and operation of a transitional housing Residence, and all appurtenant and related functions. The area included in the CUP (“CUP Area”) is described on the attached map. The Haven is required to comply with the following conditions:

- A. The Haven shall not allow the residence to exceed 3 residents at any one time.
- B. Beginning in 2024, The Haven shall file a report with the Community Development Department on or before December 31st of each calendar year detailing the status of the Residence. This report shall be filed by December 31st in each year the CUP is effective, and each report shall detail the activities at the Residence from the prior calendar year. This report shall include, but not be limited to: (i) a summary of the financing in place to operate the Residence including a summary of foundation grants, donations, lender financing and State and/or Federal grants in hand, and volunteer hours worked ; (ii) residence summary identifying the number of residents in the Residence; (iii) a description of the services being provided at the Residence and the number of residents accessing various services; (iv) the number of residents that were at the Residence, but left without notice; (v) a summary of agreements with third party providers for support services for residents at the Residence; and (vi) any other information that may be requested by the Community Development Department to address identification of common characteristics or experiences of residents at the Residence.
- C. The Haven shall be in compliance with all federal, state and local regulations, licensing and code requirements.
- D. No party shall assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council.
- E. The CUP shall automatically terminate effective the same date The Haven ceases to operate at the Residence. The Haven shall provide the Community Development Department with written notice of its intent to discontinue operation of the Residence not less than 30 consecutive calendar days prior to the date operations are planned to cease.
- F. Compliance with the terms and conditions of the CUP shall be reviewed by the Plan Commission and Common Council in January 2025, and during the month of January in each subsequent year of the CUP, unless this condition is waived by the Plan Commission and Common Council. The annual review may result in the disclosure of non-compliance issues or the identification of terms and conditions that are no longer necessary or required to maintain the intent or compliance with the CUP, and 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.

- G. At any date and time, 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.

R-6 City of Manitowoc

B-2

CLARK ST.

R-4

204

205

206

Request for a Conditional Use Permit for the Operation of Transitional Housing

S-20TH ST.

S-19TH ST.

S-18TH ST.

I-2

FRANKLIN ST.

R-4


NW 1/4
Sec 30
T19N, R24E



0 50 100 Feet

CONDITIONAL USE PERMIT

City of Manitowoc, WI

 Area of Conditional Use Permit for the Operation of Transitional Housing

PC 25-2023
826 S. 19th St.

DISCLAIMER: Maps and associated data are believed to be accurate, but are not warranted. This information is not intended for legal, survey, or other related uses. Please obtain the original recorded documents for legal or survey information.

Prepared by City of Manitowoc
Community Development Department
www.manitowoc.org

Map Plotted: 10/16/2023
O:\Planning\PC Plan Commission\PC_CUP\2023\PC 25-2023 The Haven_S 16th Street\Maps\PC 25-2023 CUP Zoning.mxd