



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, June 26, 2019

6:00 PM

Council Chambers

I. CALL TO ORDER

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

II. ROLL CALL

Present: 6 - Jim Brey, Daniel Hornung, Mayor Nickels, Dan Koski, Greg Jagemann and Curtis Hall

Absent: 2 - Dave Diedrich and Dennis Steinbrenner

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

Others Present: Peter C. Allie, Mike Howe, Steve Weber, Bobbie Yauch, Todd Isaacson, Alex Allie

III. APPROVAL OF MINUTES

[19-0732](#) Approval of the Minutes of the May 22, 2019 Plan Commission Meeting

Moved by Hornung, seconded by Koski, that the Minutes be approved. The motion carried by the following vote:

Aye: 6 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski, Member Jagemann and Member Hall

IV. PUBLIC HEARINGS

[19-0733](#) PC 26-2019: Discussion and Possible Action: Bay Pointe Developers II, LLC & Angelus Village of Manitowoc, LLC: Proposed Rezoning from C-1 Commercial & P-1 Conservancy to B-2 Neighborhood Business & B-3 General Business for property located at 200 E. Waldo Blvd and adjacent land near E. Waldo Blvd & Bayshore Drive.

P. Braun reviewed the petitioner's rezoning application which included their concept plan for the area. The concept plan detailed the proposed street developments, street vacation, the current zoning and uses, and the proposed zoning change. P. Braun explained the previous actions that occurred leading up to tonight's meeting. He explained that the Plan Commission approved an amendment to the future land use map at their September, 2018 meeting and that the Council approved the amendment at their October, 2018 meeting. The proposed rezoning is consistent with

the amendments to the future land use map.

P. Braun stated that the Angelus Village of Manitowoc development will be down zoned to B-2 Neighborhood Business from C-1 Commercial which will be more compatible with the surrounding properties. Angelus' senior living development is a conditional use in the both the C-1 and B-2 districts and no further zoning actions would be necessary for them. The B-2 district would also prohibit billboards which will preserve the aesthetics in the area. The Bay Pointe Developers II, property will be rezoned from P-1 Conservancy to B-2 Neighborhood Business and B-3 General Business which is consistent with the future land use map amendment.

P. Braun concluded by stating that notices were mailed out to neighbors beyond the standard 200 feet from the subject area and that no calls or comments were received from the public.

J. Nickels asked if the Commissioners had any questions. D. Koski asked if the Angelus Senior Living development was allowed in the B-2 district; P. Braun stated that Angelus development was allowed in the B-2 district.

J. Nickels opened the public hearing portion of the meeting.

S. Weber, 212 E. Park View Lane stated that he wanted residential development to remain across from his property. He also questioned the amount of traffic that will be on Bayshore Drive and when would the street be constructed. He stated that E. Park View is a narrow road and that it isn't designed for heavy traffic.

A. Allie stated that there would be one driveway access for the condominium development off of E Parkview Lane, the remainder of the driveways will be off Bayshore Drive which is planned to be constructed in 2020.

J. Nickels Closed public hearing.

Moved by Hornung, seconded by Brey, to Approve the recommendation to rezone from "C-1" Commercial and "P-1" Conservancy to "B-2" Neighborhood Business and "B-3" General Business. The motion carried by the following vote:

Aye: 6 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski, Member Jagemann and Member Hall

V. OLD BUSINESS

VI. NEW BUSINESS

[19-0737](#)

Certified Survey Maps (CSM): Bay Pointe Developers II, LLC; Section 17 & Section 20 Township 19 North, Range 24 East, City of Manitowoc.

P. Braun stated that the certified survey is related to the rezoning amendment that occurred earlier in the meeting for the Bay Point Development. The survey is creating three lots, one of which will be sold for a medical use. The certified survey will be the document that dedicates the rights-of-way. P. Braun concluded by stating that the Council has already approved the survey.

Moved by Brey, seconded by Koski, that the Certified Survey Map be approved and to accept the rights-of-way for Bayshore Drive and the un-named street as depicted on the certified map. The motion carried by the following vote:

Aye: 6 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski, Member Jagemann and Member Hall

[19-0734](#)

PC 28-2019: Strand Adventures LLC / Mike Howe Discussion and Action regarding Chapter 15.370(28) regarding Underground Utilities in the Downtown.

M. Howe presented the request for those in attendance. He explained that historically the parking lot adjacent to, and south of the former Strand Theater (now Strand Adventures) was part of the Strand Theater property and the electrical service to the former Strand Theater building runs underneath the parking lot to a transformer. When the former property owners subdivided and sold the property the parking lot became part of the Pizza Garden property and an easement was not created for the underground electrical service to the transformer that served the Strand Adventures building.

M. Howe is pursuing cost effective options to serve the Strand Adventures building with electrical as Manitowoc Public Utilities will be installing electrical service for the Pizza Garden building and has indicated that the electrical service for the Strand Adventures building which is located under the parking lot of the now Pizza Garden property will be disconnected and Strand Adventures will need to relocate the electrical service. M. Howe explained that underground relocation of the transformer and electrical service will cost between \$16,000 to \$17,000.

D. Hornung asked when the underground line was run to the current transformer. M. Howe replied about 20 years ago when the parking lot belonged to the Strand Theater but now the parking lot belongs to the Pizza Garden property and there is no recorded easement for the underground electrical line.

A. Kroner explained the Municipal Ordinance regarding underground utilities in the downtown area. She continued to state that although there are existing overhead electrical wires in the downtown the ordinance was written to replace those overhead utilities as development progressed and that the staff report is to deny the request.

D. Hornung asked for confirmation that an easement is needed to satisfy Manitowoc Public Utilities in regards to the current underground utility setup to the transformer. The response was yes.

M. Howe stated that he would like to have more time to try to work with the Pizza Garden owners with hopes of being able to have the electrical run from the south, under the parking lot.

Moved by Brey, seconded by Jagemann, to place the agenda item on file. The motion carried by the following vote:

Aye: 5 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski and Member Jagemann

Abstain: 1 - Member Hall

[19-0735](#)

PC 27-2019: Annual Review of Animated Signs

J. Du Chateau presented the annual animated sign review report for those in attendance. He explained that field inspections did reveal some violations. Prior to the field inspections a courtesy compliance letter was sent to all animated sign permit holders highlighting some of the major code requirements. In response to the letters, the department received two calls, one from a different city department and the second from the Visitor & Information Center. J. Du Chateau continued by recommending future annual reviews be completed at the staff level unless a serious violation occurs in which case that matter would be brought before the City Plan Commission.

Moved by Hornung, seconded by Hall, to Approve the 2019 annual animated sign review report and instruct staff to revisit the code violators to verify conformity with the code. For future annual reviews, Recommend staff perform the annual review and if any issues occur, Plan Commission can review extension of permit. The motion carried by the following vote:

Aye: 6 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski, Member Jagemann and Member Hall

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

C. Summary of Site Plans:

1. SP 7-2019: Burger King; 3002 Calumet Avenue.

2. SP 8-2019: Total Service Development; 5 Unit Apartment Building, 2131 Zimmer Drive.

D. Director's Report

A. Kroner announces her resignation. Due to a shortage of staff in Community Development, with scheduled vacations it was suggested

that the July Plan Commission meeting be cancelled. A. Kroner suggests a Plan Commission meeting in early August if needed, so items can be discussed before the August council meeting.

VIII. ADJOURNMENT

**Moved by Brey, seconded by Hornung, that the Meeting be adjourned at 6:44 PM.
The motion carried by the following vote:**

Aye: 6 - Alderperson Brey, Member Hornung, Mayor Nickels, Member Koski, Member Jagemann and Member Hall

Respectfully Submitted,

Paul Braun
Secretary

CAUTION TO PLAN COMMISSIONERS: The documents attached to this agenda are for your review in preparation for the City Plan Commission meeting to be held on the above date. Any discussion or communication between members of the Plan Commission by any means prior to the Commission meeting regarding these documents may be a violation of the open meeting laws.