



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, December 16, 2020

6:00 PM

Meeting held via Remote Conferencing.

I. CALL TO ORDER

The Meeting of the City Plan Commission was called to order by Acting Chairman J. Brey at 6:00 pm.

II. ROLL CALL

Present: 6 - Jim Brey, Dave Diedrich, Daniel Hornung, Dan Koski, Dennis Steinbrenner and Curtis Hall

Absent: 2 - Mayor Nickels and Greg Jagemann

Staff Present: Paul Braun, Adam Tegen, Jen Bartz

Others Present: Jeff Mazanec, Joseph Wetak, Bryan Wetak, Gudrun Wetak

III. APPROVAL OF MINUTES

[20-1182](#) Approval of Minutes of the October 28, 2020 Plan Commission meeting.

Moved by Diedrich, seconded by Koski, that the Minutes of the October 28, 2020 meeting be approved as amended. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall

IV. PUBLIC HEARINGS

[20-1183](#) PC 37-2020: Tadych; Rezone from R-1 Residential - Agricultural to R-4 Single and Two Family; Zoning is related to a Petition for Direct Annexation for property located at 4816 W. Custer Street.

P. Braun reviewed the rezone request and described the property location. He stated that the rezone is tied to an annexation that is also on the agenda and that the request for annexation is tied to issues with the homeowners septic.

P. Braun said that all annexed properties are temporarily zoned R-1 Residential - Agricultural per the Zoning Ordinance, but the process now is to run the annexation and the establishment of the permanent zoning simultaneously. The proposed zone change is from R-1 Residential - Agricultural to R-4 Single and Two-Family Residential District. The property is a single-family home with two residents.

P. Braun stated that the notification mailing went to residents within 200 feet of the property to both addresses in the City and outside of the City. He shared that no calls or inquiries have been received.

Acting Chairman J. Brey asked Commissioners for questions.

D. Diedrich asked if there was any reason why not to rezone the property.

P. Braun said no as it is consistent with the future land use map and it is an existing house. He noted that it is orderly and consistent with the plans.

Acting Chairman J. Brey opened the public hearing and there were no public comments.

Moved by Hornung, seconded by Diedrich, that the Rezone from R-1 Residential - Agricultural to R-4 Single and Two Family at 4816 W. Custer Street be approved and the annexation petition be accepted. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall

[20-1184](#)

PC 38-2020: City of Manitowoc; Rezone from R-1 Residential - Agricultural to P-1 Conservancy located at 1011 S Parkview Road.

P. Braun reviewed the location of the City-owned property to be rezoned. He pointed out that the property will be annexed as the process is to run both the annexation and rezone simultaneously. He again stated that annexed property is temporarily zoned as R-1 Residential - Agricultural, but the City would like this property rezoned to P-1, Conservancy District to allow it to be used as a trail head. He further explained that the property will be the single-point access through Woodland Dunes property into Camp Vits. He shared that P-1 is parkland and not residential or industrial.

P. Braun stated that the City purchased the 4.2 acre property from HEV Properties and noted that there are restrictions on the deed allowing only public purposes and to provide access to Camp Vits. He shared that the goal for the City is to provide parking, a privy, tables, and access through Woodland Dunes to Camp Vits.

P. Braun stated that the notification mailing went to residents within 200 feet of the property to both addresses in the City and outside of the City.

Acting Chairman J. Brey asked Commissioners for questions.

No questions from the Commissioners

Acting Chairman J. Brey opened the public hearing.

Gudrun Wetak, 1032 S. Parkview Road, asked what kind of support the local residents can expect from the City and what recourse will there be for littering, traffic and trespassing.

P. Braun stated that the City is creating this project to focus park users to one location and one entry point. He shared that there will be garbage cans and the location will be on a garbage pickup route.

C. Hall shared that this project will empower and enable people to use the park. He noted that many of the issues are related to park access and a user-friendly access point. He shared that in all park studies and reports, access to this location is a top priority for City residents. He said that Woodland Dunes does support the project as well to eliminate parking on their property. He stated that the location will be treated as a city park facility.

G. Wetak asked who is responsible if there are trespassers or the neighboring residents see issues. P. Braun stated that the road itself is a town road and would most likely be a county sheriff, but that the City police would be responsible for the annexed property.

C. Hall asked if people are parking on the road itself to access Camp Vits. G. Wetak indicated that she wants to be sure that there is a plan in place for how it will be "policed".

Joseph Wetak, 4837 West Custer, asked for clarification of the total property being rezoned. P. Braun shared the location on the map and noted it is a 4.2 acre parcel.

J. Wetak asked if the property abuts the nearby property with the stream. P. Braun further pointed out the property and noted that this location will not affect the stream.

J. Wetak stated that there is an issue with people parking on W. Custer Street while accessing Camp Vits. He stated that there is also a parking problem on Parkview Road, which is a town road. He went on to ask about properties being islands as it is his understanding this is not allowed.

P. Braun noted that it is legal to annex this property as cities can own property and then annex them into the city and yet the city property does not need to be contiguous to the city limits. He shared that the city cannot have an annexation that creates a town island.

Acting Chairman J. Brey reviewed the next steps and decision-making process with Manitowoc Common Council.

Jeff Mazanec, HEV Properties, stated that they are delighted to see this project advancing so people can park off the road to create safe access to the park. He indicated that they will continue to retain ownership of the property to the south.

Bryan Wetak, 1032 S. Parkview Road, asked what makes this a P-1 Conservancy District and reviewed the definition of a P-1 district. He asked what criteria within this district classifies this property as a P-1.

J. Mezanac shared that they had a wetland delineation completed as part of the process and a portion of the property was deemed a wetland and has been formally recorded as such. He indicated that it is designated wetland so it meets many of the criteria.

B. Wetak asked what the plans are to ensure the aesthetic value will be maintained. P. Braun shared that the main goal is not to develop this property, rather to preserve as much of the areas natural landscape as possible while constructing a parking area to allow access to Camp Vits and the Woodland Dunes Property.

C. Hall provided additional insight into the project and shared that the project budget is about \$450,000. He stated that the goal is to clean up the site and indicated that the white pines & apple trees will remain & be maintained. He went on to share that the City's in-house arborists will be involved and the plan is to hire the Wisconsin Conservation Core to assist in developing the trailhead. The privy installed will be self-contained concrete and will follow state standards as it is near a wetland area. He expanded on further details of the project and future plans. He stated that the City will break ground this year, but is working through funding sources including a Knowles - Nelson Stewardship grant through the DNR. He also said that the project will follow DNR standards and ADA compliance.

Moved by Diedrich, seconded by Hall, that the Rezone from R-1 Residential - Agricultural to P-1 Conservancy be approved and the annexation be accepted. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall

V. OLD BUSINESS

VI. NEW BUSINESS

[20-1185](#)

PC 37-2020: Tadych; Petition for Direct Annexation, 4816 W. Custer Street

P. Braun stated that the reason the Tadych's were annexing their property was because of an issue with their septic. The annexation is a Unanimous Consent which means that 100% of the property owners are requesting to annex into the City. He also shared that once a request has been submitted, it cannot be revoked by the petitioner. The population of the subject area is 2 and it will be the 33rd ward in the 9th Aldermanic District.

Acting Chairman J. Brey asked for questions from Commissioners and there were no questions.

Moved by Hornung, seconded by Diedrich, that the Petition for Direct Annexation and Rezone from R-1 Residential - Agricultural to R-4 Single and Two Family at 4816 W. Custer Street be approved. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall

[20-1186](#)

PC 38-2020: City of Manitowoc; Ordinance and Resolution for Direct Annexation for Property located at 1011 S. Parkview Road - S. Parkview #1 Annexation Area.

P. Braun stated that the city-owned property is located west of Camp Vits and is accessed off of S. Parkview Road. He stated that the city purchased the 4.28 acre property from HEV Properties, LLC in July of this year. The intent is to annex the city-owned property into the City under § 66.0223; which allows cities to annex property they own by simply adopting an ordinance. The property does not need to be contiguous to the existing city limits. The property will become the 34th Ward in the 5th Aldermanic District.

Acting Chairman J. Brey asked for questions from Commissioners and there were no questions.

Moved by Diedrich, seconded by Hall, that the Ordinance and Resolution for Direct Annexation and Rezone from R-1 Residential - Agricultural to P-1 Conservancy be approved. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall

[20-1187](#)

PC 39-2020: Community Development Authority of the City of Manitowoc (CDA) Discussion regarding the Concept Plan for River Point - former CN Railroad Peninsula.

P. Braun reviewed the location of the River Point District and shared the concept plan. He pointed out the proposed use for specific parcels/areas and noted areas that City has received interest from developers. He indicated that it is proposed that a trail system run the perimeter of the

River Point District. He went on to indicate specific areas as Phase 1, 2 and 3 of the project.

A. Tegen noted that the Commissioners were provided with before and after photos. He said that a lot of the old foundations have been removed and this portion of the project was funded by a Site Assessment Grant through the WEDC. He went on to state that soils are being stockpiled on the site and it provided more details on the project's current state. He also shared that in addition to removing structure, we have worked with a local contractor to clear and grub, and noted most of the trees have been removed.

P. Braun said that the Community Development Department is working with Stantec on design concept and that the hope is to go out for bid within the next three months with an anticipated start in early 2021.

D. Steinbrenner asked about if there are environmental concerns about the site and if the City will be financially responsible or will that claim to the railroad.

A. Tegen stated that when the Community Development Authority purchased the property we received a government exemption on the clean up. He stated that testing and identification is being done in order to determine proposed reuse to the DNR.

Dan H. asked if the City would consider a roundabout at the corner of Maritime and 10th Street. D. Koski said that engineering has discussed, but do not see it working well because of the proximity to the bridge. P. Braun added that part of the project scope for Stantec is to address the intersection.

This item was discussed - no action taken.

VII. MISCELLANEOUS

A. Manitowoc County Activities:

B. Certified Survey Maps (CSM):

1. Eslinger; Combine Lot 1 & 2 of CSM Volume 28, Page 181 in NW 1/4 NW 1/4 Section 31 T20N. R24E Town of Kossuth

2. Bank First; I-43 Industrial Park Subdivision No. 1 SW 1/4 of the NW 1/4 Section 35 and SE 1/4 of the SE 1/4 of Section 34 T19N, R23E City of Manitowoc

3. Soaring Eagle; SE 1/4 of the NW 1/4 Section 12 T19N, R23E Town of Manitowoc Rapids & NE 1/4 of the SW 1/4 section 12 T19N R23E City of Manitowoc

4. Bay Pointe Developers II, LLC; Resurvey of Lot 2 of a CSM in Volume 34, Page 235

5. Dietrich; SW 1/4 NW 1/4 Section 25 & SE 1/4, NE 1/4 of Section 26 all in T19N, R23E City of Manitowoc

6. Woodland Dunes Nature Center and Preserve, Inc.; NE 1/4 SW 1/4 Section 26 T19N R23E, Town of Manitowoc Rapids

C. Summary of Site Plans from October 20 to December 9, 2020:

1. SP 12-2020: The Wharf, New Construction, 606 Quay Street

2. SP 13-2020: Pizza Properties LLC, Domino's; New Parking Lot, 1910 Washington Street

3. SP 14-2020: Everyday Self Storage, T&L Investment Group, Mini-Storage Building, 1500 N. 30th Street

VIII. ADJOURNMENT

Moved by Hornung, seconded by Koski, that this Meeting be adjourned at 7:05 pm. The motion carried by the following vote:

Aye: 6 - Brey, Diedrich, Hornung, Member Koski, Steinbrenner and Member Hall