



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, March 22, 2023

6:00 PM

Council Chambers. Meeting also available via
Zoom remote conferencing software.

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: 5 - Greg Jagemann, Dave Diedrich, Daniel Hornung, Dennis Steinbrenner and Jim Brey

Absent: 3 - Mayor Nickels, Curtis Hall and Dan Koski

Staff Present: Paul Braun, Jen Bartz

Others Present: Emmett Wagner, Mike Cisler, Nancy Hubbartt

III. APPROVAL OF MINUTES

[23-0233](#) Approval of Minutes of the February 22, 2023 Plan Commission meeting.

**Moved by Diedrich, seconded by Steinbrenner, that the February 22, 2023
Minutes be approved. The motion carried by the following vote:**

Aye: 5 - Member Jagemann, Member Diedrich, Member Hornung, Member Steinbrenner and
Aldersperson Brey

IV. PUBLIC HEARINGS

[23-0234](#) PC 11-2023: Hubbartt; Request for a Conditional Use Permit for the
Creation of a Used Car Lot Located at 734 N. 8th Street pursuant to
15.270(3)a.

P. Braun provided an overview of the location and project. He stated that the Conditional Use Permit (CUP) is for auto sales. He also stated that the petitioner would perform some minor auto repair work at the location but that use is permitted in the B-3 zoning district. He said that the conditions state that up to 11 vehicles at any single time can be on the exterior of the site, of which only 7 vehicles can be on display for used vehicle sales. The proposed operating hours will be Monday through Friday from 7am to 5pm. He added that the applicant needs the approval from the City before he seeks a sales permit from the State.

Acting Chairman J. Brey asked the Commissioners for questions. D. Diedrich suggested an extension of the hours of operation from 7am-6pm to better align with people who work to be able to complete a transaction.

Conversation ensued among members.

Acting Chairman J. Brey opened the Public hearing.

Emmett Wagner, 728 N. 8th Street. He stated he has concern with any used car lot because they tend to grow. He asked if there are vehicle restrictions in the permit. P. Braun stated yes, up to 7 used cars at a time. D. Diedrich clarified up to 11 vehicles allowed at a time, of the 11 only 7 vehicles can be for sale. Mr. Wagner stated that the site has improved since Hubbartt took ownership of the property.

Mike Cisler, 735 N. 8th Street. He stated he had concerns with noise from air tools; the previous operator would use the air tools at all hours of the day. As long as hours of operation and noise limitations are listed in CUP he is comfortable with the proposed use.

Nancy Hubbartt , 1015 W Crescent Drive. She stated she is representing the applicant, Ray Hubbartt. She said she will alert them of the concerns stated by Mr. Wagner and Mr. Cisler. She stated that she is confident the petitioner will be a good neighbor.

P. Braun read the condition about the decibel level and stated that it tries to address any noise issues. He added that the maximum number of cars for sale is 7, but 11 total vehicles is intended for flexibility for parking for employees or cars being serviced.

Motion to approve with amendment to 7am-6pm hours of operation.

Moved by Steinbrenner, seconded by Diedrich, that the Request for a Conditional Use Permit for the Creation of a Used Car Lot Located at 734 N. 8th Street be approved as amended and referred to council. The motion carried by the following vote:

Aye: 5 - Member Jagemann, Member Diedrich, Member Hornung, Member Steinbrenner and Alderperson Brey

V. OLD BUSINESS

[23-0144](#)

PC4-2020: Plate Enterprises; Review of a Conditional Use Permit for the

Operation of a Recycling Facility located at 1107 Franklin Street.

P. Braun shared the letter from Michael Plate that Plate Enterprises is going out of business. He stated the recommendation is to terminate the Conditional Use Permit issued in 2020. He noted that Mr. Plate's request was that he be allowed to remain on site until May 31, 2023 to allow for clean up of all remaining items.

All agreed with the termination and extension.

Moved by Hornung, seconded by Diedrich, that the motion to terminate the CUP May 31, 2023 to allow for cleanup be accepted and placed on file. The motion carried by the following vote:

Aye: 5 - Member Jagemann, Member Diedrich, Member Hornung, Member Steinbrenner and Alderperson Brey

[23-0235](#)

PC 5-2022: Update on the Comprehensive Plan Project; Overview of Joint Council/Plan Commission Meeting on April 17

P. Braun provided details about the flow of the joint meeting of Plan Commission and Council. P. Braun stated that the last meeting prior to adoption of the Comprehensive Plan will be at the April 17th Common Council meeting. Conversation ensued about attendance to meet the quorum of Commissioners.

This item was discussed

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

i. J-K Land Company, LLC; SE 1/4 and SW 1/4 of SW 1/4, Section 7, T19N, R24E, Town of Manitowoc

ii. Kendras Property Management LLC (Amanda Casey); Lot 2, East 1/3 Lot 3 & North 16 feet and 7 inches of the West 2/3 of Lot 3, Block 265, Original Plat; SW 1/4 of the NE 1/4, Section 30, T19N, R24E, City of Manitowoc

iii. Eastpoint Land Development LLC; Resurvey Lot of a CSM in Volume 31, Page 227 plus additional land all located in Lot 4 of the Subdivision of the SE 1/4 and SW 1/4 Section 17, T19N, R24E, City of Manitowoc

C. Summary of Site Plans:

i. SP 3-2023: Manitowoc County Expo Pavilion, 4921 Expo Drive

VIII. ADJOURNMENT

Moved by Hornung, seconded by Diedrich, that the meeting be adjourned at

6:15pm. The motion carried by the following vote:

Aye: 5 - Member Jagemann, Member Diedrich, Member Hornung, Member Steinbrenner and Alderperson Brey