



CITY OF MANITOWOC
WISCONSIN, USA
www.manitowoc.org



July 22, 2015

NOTICE OF PUBLIC INFORMATIONAL HEARING

As a property owner within 200 feet of a proposed Conditional Use Permit (CUP) for the adaptive reuse of a former Church at 1004 N. 17th Street, Manitowoc WI, you are being notified that the Manitowoc City Plan Commission will meet on **July 29, 2015 at 6:00 o'clock P.M.** in the Common Council Chambers, Main Floor, City Hall, 900 Quay Street, and shall hold a public informational hearing to consider a request for a CUP for an adaptive reuse pursuant to Section 15.37(29) of the Manitowoc Municipal Code. The CUP area is identified on the attached map.

Petitioner is: PC22-2015: TLC Homes, Inc.; Request for a Conditional Use Permit Under Section 15.37(29) for the Adaptive Reuse of Property at 1004 N. 17th Street for Adult Day Services and TLC Homes office support uses.

You are invited to attend this informational meeting in order to voice your opinions on the proposed CUP.

If you wish, you can, at your convenience, call (686-6930) or visit the office of the City Plan Commission, Main Floor, City Hall, and we will be glad to discuss the proposed development with you.

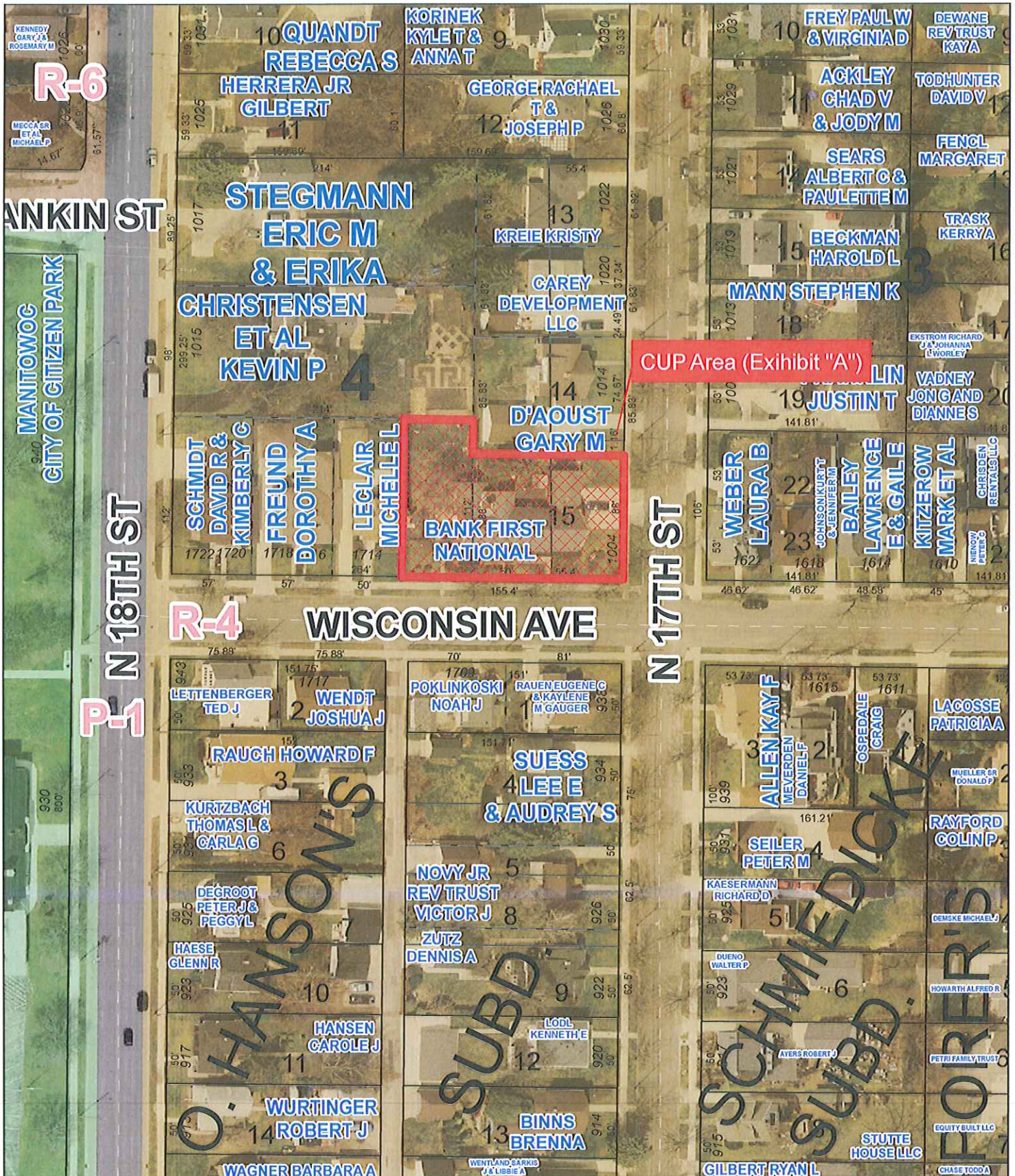
Respectfully Submitted,

A handwritten signature in black ink that reads 'Paul Braun'.

Paul Braun
City Planner

Enclosure

PC22-2015



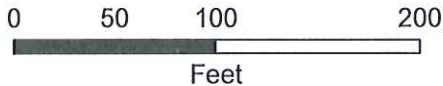
CUP Area (Exhibit "A")




Request for
 Conditional Use Permit
 City of Manitowoc, WI

PC 22-2015

Prepared by City of Manitowoc
 Planning Department
 www.manitowoc.org
 Map Plotted: 07/22/2015
 Orthophotography flown: 4/11/2010
 X:\maps\Plan_Commission\Conditional_use\PC22-2015_Frey_CUP.mxd



Legend

 Area of Request for Conditional Use Permit

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.

Tradition • Leadership • Compassion

Disability Services, Elder Services, & Vocational Services



July 15, 2015

Paul Braun
City Planner
900 Quay Street
Manitowoc, WI 54220

Dear Mr. Braun,

TLC Homes is requesting a conditional use permit to operate an Adult Day Care & Adult Day Service at 1004 North 17th Street. TLC Homes would serve up to 30 individuals at one time at this location. The program would operate weekdays primarily between 8am-4pm.

Included are the modified floor plan and a detailed explanation of our proposed use for 1004 North 17th Street.

Please feel free to email or call me with any questions.

Thank you,

Tim Frey, President & CEO
(920) 694-1102
timfrey@tlchomes.net

Enclosures (2)

TLC Homes, Inc. Conditional Use Permit Information for 1004 North 17th Street

Proposed Use:

TLC Homes plans to use the location as an Adult Day Service for disabled adults/Adult Day Care for elderly adults and administrative office space for employees that support the individuals employed in the Manitowoc area.

Hours of Operation:

Adult Day Services (ADS) / Adult Day Care (ADC) will operate Monday – Friday from 6am-6pm. The primary hours of operation are from 8:30am-3:30pm. Before 8:30am and after 3:30pm there would be minimal activity (10 or less individuals served & 4 or less employees).

Regional office would operate Monday – Friday from 8am-5pm and up to three Saturdays per month from 7am-3pm. The Monday-Friday operations would primarily be office space, interviewing, and training of employees. The Saturday use would primarily be training of employees.

Number of Individuals served:

ADS/ADC will serve up to 30 individuals at one time. TLC Homes' ADS in Manitowoc currently serves up to 15 individuals at one time. TLC Homes currently does not have an ADC in Manitowoc and we currently have no plans to open an ADC. The maximum number of individuals served is consistent with Wisconsin Department of Health Services form F-60947 (III.D(4)) which covers minimal square footage per individual served. The population served would be intellectually disabled, developmentally disabled adults and traumatically brain injured adults.

Drop off/Pick Up:

We are proposing to have individuals dropped off on North 17th Street and for the vehicles to park on Wisconsin Avenue. Currently TLC Homes utilizes 4 vehicles for our Adult Day Services program. At full capacity we would anticipate using 6-7 vehicles.

Number of employees & parking:

The ADS/ADC would have up to 15 employees if 40 individuals were being served. Six to ten of the employees would drive/ride with a bus that is transporting individuals being served to the day service location. With 40 individuals we would have 6-7 vehicles at the day services during the day and 1 or 2 that would be parked there overnight. Five to nine employees would be responsible for their own transportation to the location. TLC Homes will be working with the City of Manitowoc to utilize available parking at Citizen Park. Provided we are able to access this area employees bringing their own vehicles will park at the Citizen Park which is .1 of a mile and a two minute walk to the day services. Visitors such as family members, guardians and social workers would use street parking near the building.

The Regional office would be the primary office location or three to four employees and would be located in the lower level of the building. The Regional office staff & all other TLC Homes employees would park at Citizen Park. Applicants and visitors would use street parking near the building.

Licensing by State of Wisconsin:

This location would not be licensed by the State of Wisconsin. If TLC Homes elected to operate an Adult Day Care in the future then Wisconsin Department of Health Services would certify this location.

Ownership of Property:

The property will be owned by Priority One Investments, LLC which is 100% owned by Tim Frey. Tim Frey is also 100% owner of TLC Homes.

Interior Changes:

TLC Homes is working with SMI in Manitowoc to develop a new floor plan for the building. These changes will require a building permit. Interior work is as follows:

Main Level: Addition of two bathrooms, addition of shower/bath, removal of interior ramp, removal of walls to open up interior and cosmetic improvements as needed.

Lower Level: Cosmetic improvements only

Exterior Changes:

Additional off street parking on east side of building

Repair/replace as needed existing wheel chair ramp and existing deck

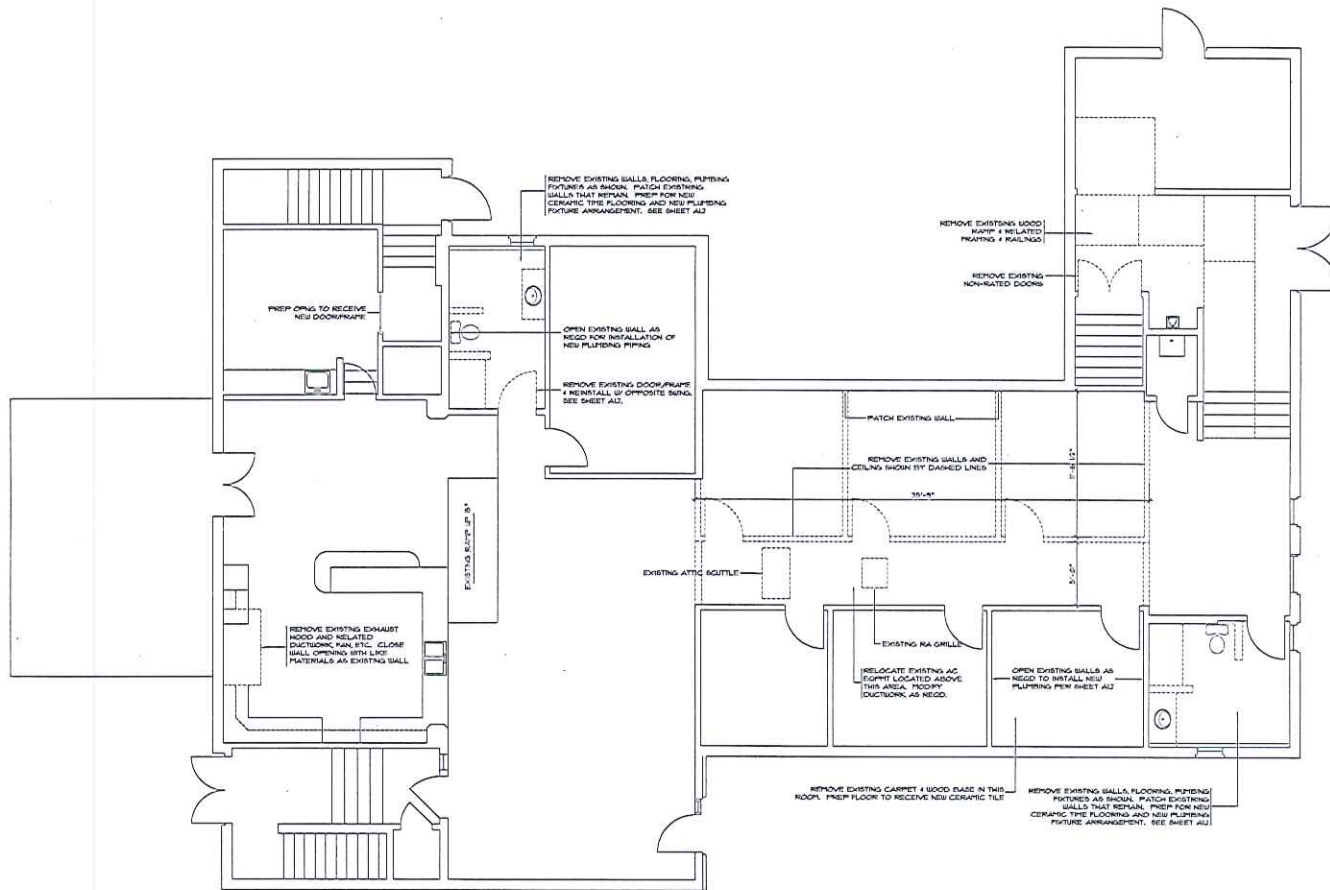
Roof repairs as needed

Window repair/replace as needed

Cosmetic improvements over a period of time (paint, landscaping, etc.)

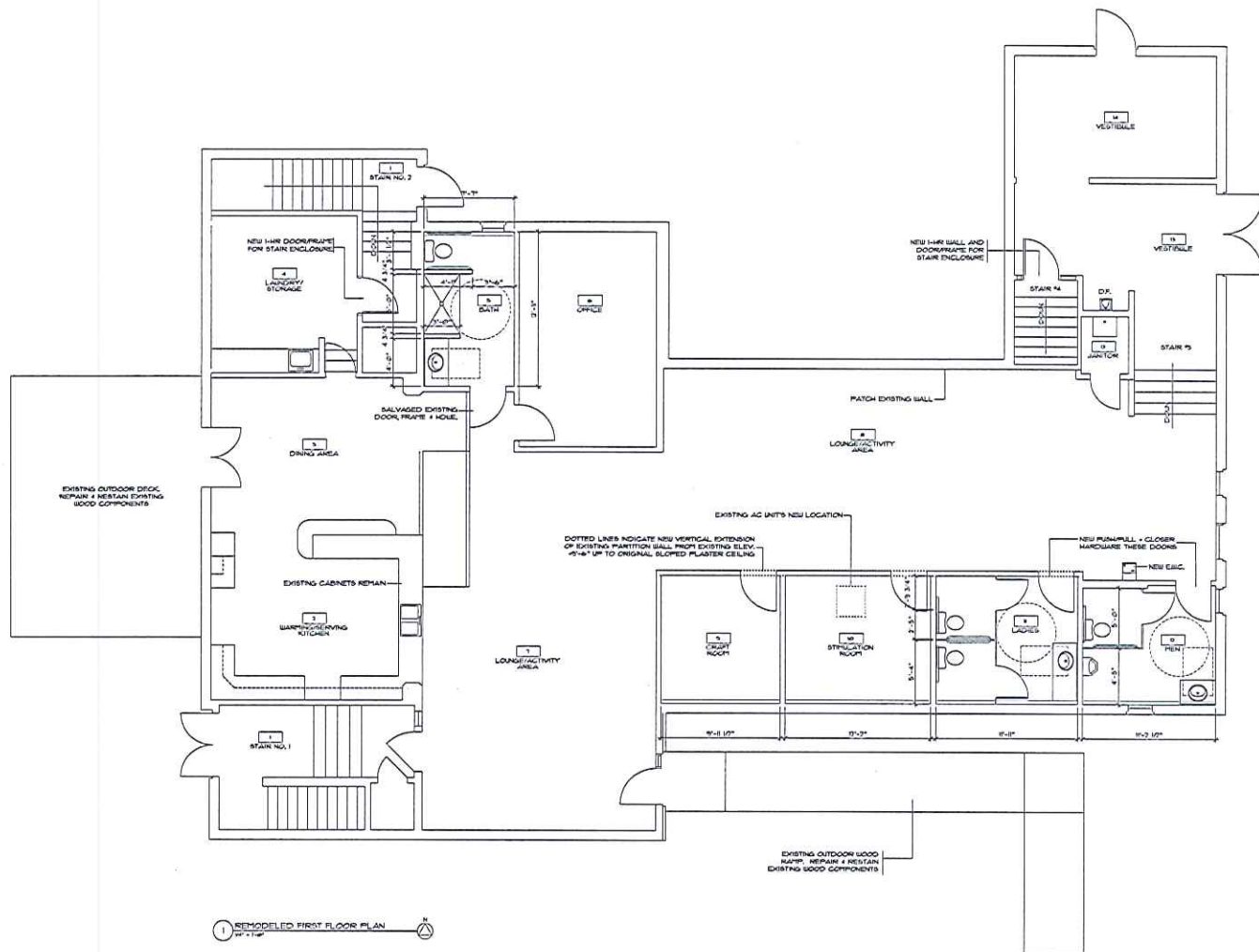
Structural Changes:

None



1 FIRST FLOOR DEMOLITION PLAN

DATE:	JUN 25, 2015
DRAWN BY:	CM/JC
JOB NO.:	
SHEET:	
PROJECT:	ALTERATIONS FOR NEW ADULT DAYCARE CENTER 1004 NORTH 17TH STREET - MANITOWOC, WI
CLIENT:	TLC HOMES INC. 8857 CLIF FIVE BEECHDALE DRIVE
DESIGNER:	SWH CIVIL AND STRUCTURAL ENGINEERS 1000 W. WISCONSIN ST. SUITE 204 MANITOWOC, WI 54220-2047 PHONE: (920) 684-2222 FAX: (920) 684-2223 www.swh-engineers.com
REVISIONS:	DATE / REVISIONS 12/21/15 CREATE PERM A11.1 AND REMOVE CURS TO INCLUDE PROCESS ROOMS 12/22/15 UPDATE DOOR & DOOR SCHEDULE



1 REMODELED FIRST FLOOR PLAN
 1/4" = 1'-0"

DATE	7/8/2015
PROJECT	ALTERATIONS FOR NEW ADULT DAYCARE CENTER 1004 NORTH 17TH STREET - MANASSAS, VA
CLIENT	TLC HOMES INC. 8311 CLAY AVE. SUITE 100 MANASSAS, VA 20108 PH: 703-244-8888 FAX: 703-244-8889
DESIGNER	CM/JG
JOB NO.	
SHEET	A1.2

SCALE
 CIVIL AND STRUCTURAL ENGINEERS
 1022 FREDERICK DRIVE
 SUITE 100
 FALLS CHURCH, VA 22034
 PHONE: 703-244-8888
 FAX: 703-244-8889







07.23.2015 09:21




07.23.2015 09:19



07.23.2015 09:21







Wisconsin Ave

07.23.2015 09:20



07.23.2015 09:20