



CITY OF MANITOWOC  
WISCONSIN, USA  
[www.manitowoc.org](http://www.manitowoc.org)



January 20, 2016

**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. 17<sup>th</sup> Street, Manitowoc WI, you are being notified that the Manitowoc City Plan Commission will meet on **January 27, 2016 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 15.370(29) and 15.150(3)e of the Manitowoc Municipal Code. The CUP area is identified on the attached map.

***Petitioner is: PC22-2015: Priority One Investments, LLC d.b.a. TLC Homes, Inc.; Request for a Conditional Use Permit Under Section 15.37(29) for an Adaptive Reuse and 15.150(3)e for Property at 1004 N. 17<sup>th</sup> Street for the establishment of an Adult Day Services Use for a maximum of 25 individuals.***

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

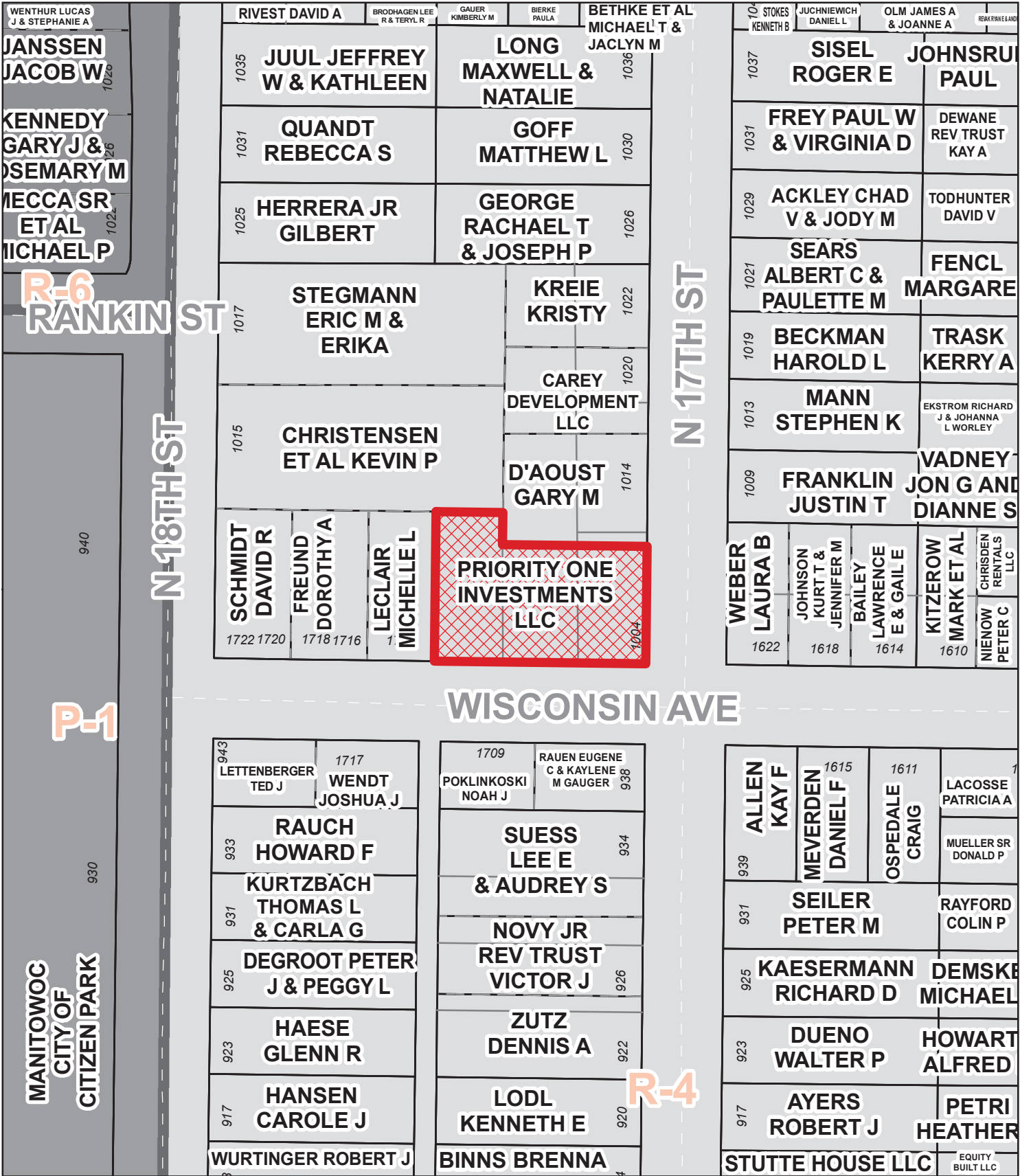
If you wish, you can, at your convenience, call (686-6930) or visit the office of the City Plan Commission, Main Floor, City Hall, and we will be glad to discuss the proposed development with you.

Respectfully Submitted,

Paul Braun  
City Planner

Enclosure

PC22-2015

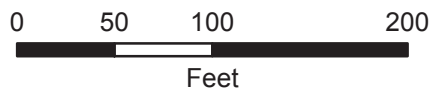


TLC Homes Inc. Request for a Conditional Use Permit for the establishment of an Adult Day Service Use  
1004 N. 17th Street

PC 22-2015



Prepared by City of Manitowoc  
Planning Department  
www.manitowoc.org  
Map Plotted: 01/19/2015  
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



January 6, 2016

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 Service at 1004 North 17<sup>th</sup> Street. TLC Homes would serve up to 25 individuals at one time at this location. The program would operate weekdays primarily between 9am-3pm.

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

Thank you,

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

Enclosures

**TLC Homes, Inc. Conditional Use Permit Information**  
**1004 North 17<sup>th</sup> Street**  
**January 2016**

**Proposed Use:**

TLC Homes plans to use the location as an Adult Day Service for disabled adults.

**Hours of Operation:**

Adult Day Services (ADS) would be open Monday through Friday approximately 250 days per year. The hours of operation are from 9am – 3pm. Most individuals served would arrive by a TLC Homes' vehicle around 9am and depart around 2:45pm. A couple individuals served may arrive as early as 8:30am and depart as late as 3:30pm.

**Number of Individuals served:**

ADS would serve up to 25 individuals at one time. TLC Homes' ADS in Manitowoc currently serves up to 15 individuals at one time. The population served would be intellectually disabled, developmentally disabled adults and traumatically brain injured adults.

**Parking & Drop off/Pick Up:**

TLC would utilize up to three vehicles to meet the transportation needs of the individuals served. These vehicles would be a combination of mini vans, wheel chair vans and wheel chair buses. These vehicles will unload/load near the driveway on North 17<sup>th</sup> Street. These vehicles would park on Wisconsin Avenue in front of 1004 North 17<sup>th</sup> as far west as possible.

**Parking for TLC employees:**

The ADS would have up to 12 employees if 25 individuals were being served. Ten of the employees would drive/ride with a vehicle that is transporting individuals being served to the day service location. Two of employees would be responsible for their own transportation to the location. These employees would park in the driveway.

**Parking for visitors:**

Visitors such as family members, guardians and social workers would use street parking near the building. In addition to the street parking utilized by TLC there are 3 additional spots. One spot is on Wisconsin Avenue and two on North 17<sup>th</sup> Street.

**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 includes addition of two bathrooms, addition of shower/bath, removal of interior ramp, and cosmetic improvements as needed.

**Exterior Changes:**

Replace existing ramp on Wisconsin Avenue

Add ramp off existing deck in backyard

Window repair/replace as needed

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

**Structural Changes:**

None