



City of Manitowoc

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

Meeting Minutes

Plan Commission

Thursday, December 17, 2015

6:00 PM

Council Chambers

I. CALL TO ORDER

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

II. ROLL CALL

Present: 8 - Jim Brey, Dave Diedrich, Daniel Hornung, Mayor Nickels, Dan Koski, Jim Muenzenmeyer, Dennis Steinbrenner and Peter Dorner

Staff Present: Nic Sparacio, Paul Braun, Lisa Mueller, Tyler Caulum

Others Present: Matt Schuette, Randy Vogel, Paul Radermacher, John Ashenbrener, Brian Dunton, Peter Wills

III. APPROVAL OF MINUTES

[15-1275](#) Approval of the Minutes of the October 28, 2015 Meeting.

Moved by Diedrich, seconded by Koski, that the Minutes of the October 28, 2015 Meeting be approved. The motion carried by the following vote:

Aye: 8 - Alderperson Brey, Diedrich, Hornung, Mayor Nickels, Koski, Muenzenmeyer, Steinbrenner and Dorner

IV. PUBLIC INFORMATIONAL HEARINGS

[15-1276](#) PC 34 -2015: Schuette; Request for an Amendment to the Official Map for Lone Oak Lane pursuant to § 62.23(6).

Mr. Braun reviewed the map identifying the existing and proposed official map street amendment.

Mr. Braun identified the property that the petitioners, Matt and Tonya Schuette, purchased. The property is in the Town of Manitowoc and is zoned RR - Rural Residential. If the official map street was vacated, private drives could be installed. In the Town of Manitowoc two lots can be created with access off a single private drive. The Schuette's proposed construction project is inhibited by the official map street. The Schuette's provided to staff letters of support from adjacent neighbors. The official map street was created in 1984. Mr. Diedrich asked who is responsible for snow plowing a private drive? Mr. Braun responded, the property owner. A discussion ensued regarding the likelihood that these properties would be annexed and whether this is a future growth area. Given the lot sizes and housing density, it is not a likely area for future service by city utilities. Mr. Braun stated a cul-de-sac would be added to the official map if the street was vacated.

Chairman Nickels opened the public hearing portion of the meeting. Mr. Schuette explained the reason for the request and his plans to improve the property. He continued that he was not aware of the official map street when he purchased the property. Mr. Schuette also stated that he understands the reason for the proposed official map cul-de-sac. Mr. Randy Vogel spoke and identified the property he recently purchased on the map and his hopes to develop it in the future. Mr. Vogel recalled a previous meeting held several years ago with the City of Manitowoc and the Town of Manitowoc regarding the official map street and his understanding was that the vacation had taken place after that meeting. Mr. Vogel stated that he supports the street vacation.

Mr. Braun read the staff recommendation which requests the Commission's final approval of the Official Map amendment and instructs the Clerk to call for a public hearing and publish the required notices.

Moved by Muenzenmeyer, seconded by Diedrich, to approve the staff recommendation as presented. The motion carried by the following vote:

Aye: 8 - Alderperson Brey, Diedrich, Hornung, Mayor Nickels, Koski, Muenzenmeyer, Steinbrenner and Dorner

V. REFERRALS FROM COMMON COUNCIL: None

VII. NEW BUSINESS

[15-1278](#)

PC 35-2015: Sign Me Up; Request for a Special Permit for the Replacement of One Animated and one Non-Animated Billboard located at 2902 Calumet Avenue pursuant to Municipal Code Sections 15.450 (18)e and 15.450(14)h(3).

Mr. Braun reviewed the request for a special permit for an animated sign identifying the location and describing the type of sign. Mr. Braun reviewed the property zoning and the criteria for a special permit in the zoning district. Mr. Braun discussed an alternate landscaping plan that would include trees instead of shrubbery.

The Plan Commission discussed the site conditions and noted that all zoning requirements for the sign can be met at this location. Mr. Braun read the staff recommendation requesting the Commission issue the Special Permits for the placement of one non-animated 12' x 24' billboard and one animated 12' x 24' billboard as depicted in the sign application for 2902 Calumet Avenue after the following items have been addressed i) all fees have been paid and support materials have been provided to the Building Inspection Department, and ii) a landscaping plan has been approved by the Planning Department.

Moved by Steinbrenner, seconded by Muenzenmeyer, that the staff recommendation be approved as presented. The motion carried by the following vote:

Aye: 8 - Alderperson Brey, Diedrich, Hornung, Mayor Nickels, Koski, Muenzenmeyer, Steinbrenner and Dorner

VI. OLD BUSINESS

[15-1277](#)

PC 24-2014: Update Revision to Municipal Code Chapter 15.450 Sign Ordinance.

Mr. Sparacio stated there were no updates at this time.

This item was discussed no action taken.

NEW BUSINESS

[15-1279](#)

PC 36-2015: City of Manitowoc: Declaration of Dedication for Orchard Lane right of way.

Staff recommends the Commission approve the Declaration of Dedication for Orchard Lane and instruct the Mayor and the Clerk to sign the Declaration and have the Clerk record it at the Register of Deeds Office.

Moved by Hornung, seconded by Diedrich, to approve the staff recommendation as presented. The motion carried by the following vote:

Aye: 8 - Alderperson Brey, Diedrich, Hornung, Mayor Nickels, Koski, Muenzenmeyer, Steinbrenner and Dorner

[15-1280](#)

PC 37-2015: Interpretation of the I-43 Technology and Enterprise Campus (I-TEC Park) Covenants.

Mr. Sparacio reviewed the staff report with the commission. Mr. Sparacio's question to the commissioners was regarding an interpretation of the foundry use found in the covenants. A discussion ensued by the commissioners regarding washing procedures of sand and die casting. Mr. Sparacio wanted the Commissioner's opinion if the proposed use in the staff report is consistent with other light industrial type uses. Mr. Muenzenmeyer noted the covenants are very specific and that die casting creates more noise than sand casting. A discussion ensued by commissioners questioning if a covenant interpretation should be a legal interpretation.

Mr. Sparacio explained that the final interpretation must be made by the Industrial Development Corporation, but he wanted to keep the Plan Commission in the loop as well.

This item was discussed no action taken.

VIII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM): None

C. Summary of Site Plans:

1. SP 17-2015: East Point Plaza, 4411 Calumet Avenue, 9,300 sf New Construction.
2. SP 18-2015:T&L Investment Group, 12 Unit Mini Storage, 1500 N. 30th Street.

D. Director's Report

Mr. Sparacio provided a Director's Report to the Commission via email. There were no questions on the Director's Report.

IX. ADJOURNMENT

Moved by Diedrich, seconded by Hornung, that the Meeting be adjourned at 6:48 PM. The motion carried by the following vote:

Aye: 8 - Alderperson Brey, Diedrich, Hornung, Mayor Nickels, Koski, Muenzenmeyer, Steinbrenner and Dorner

Respectfully Submitted,

Paul Braun
Secretary