



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, February 22, 2023

6:00 PM

This meeting will be held 100% virtual.

I. CALL TO ORDER

Chairman J. Nickels called the meeting of the City Plan Commission to order at 6:00PM.

II. ROLL CALL

Present: 8 - Mayor Nickels, Greg Jagemann, Curtis Hall, Dave Diedrich, Daniel Hornung, Dan Koski, Dennis Steinbrenner and Jim Brey

Staff Present: Paul Braun, Jen Bartz

Others Present: Jackie Mich, Elias Vareldzis, Aaron Breitenfeldt

III. APPROVAL OF MINUTES

[23-0141](#) Approval of Minutes of the January 25, 2023 Plan Commission meeting.

Moved by Diedrich, seconded by Jagemann, that the January 25, 2023 Minutes be approved as amended. The motion carried by the following vote:

Aye: 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

IV. PUBLIC HEARINGS

[23-0142](#) PC 8-2023: City-Initiated Amendment to the Future Land Use Map; Property located at Calumet Avenue, Dewey Street and S. 42nd Street, from Institutional and Public Parks & Open Space to General Business.

P. Braun stated that the subject location is the former Visitor Information Center property. He went on to provide the current and future land use maps. He said that the City has entered into an agreement to sell the property and detailed the planned use of the site. P. Braun stated that the existing land use designation is Institutional and Public Parks and Open Space; the proposed land use designation is General Business.

P. Braun said that notices were sent to property owners within 200' and no comments were received.

D. Diedrich asked if change will be to the existing map and not the updated

plan currently being worked on by Vandewalle. P. Braun stated that the change is to the existing plan, but it will be revised in the comprehensive plan being updated.

D. Hornung asked if the update was consistent with new plan. P. Braun stated that it is consistent.

Chairman J. Nickels opened the public hearing.

Aaron Breitenfeldt with Robert E. Lee & Associates, Engineer for Club Carwash, provided background and history of Club Carwash along with the proposed hours of operation. He added that a coffee shop and/or restaurant is possible in the future in a second stand alone building.

Chairman J. Nickels closed the public hearing.

P. Braun read the recommendation to approve.

Moved by Steinbrenner, seconded by Brey, that the City-Initiated Amendment to the Future Land Use Map be approved and referred to council. The motion carried by the following vote:

Aye: 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

[23-0143](#)

PC 9-2023: Club Car Wash; Petition to Rezone Property located at 4221 Calumet Avenue from P-1 Conservancy to C-1 Commercial.

P. Braun stated that the location of the rezone area is the former Visitor Information Center located at 4221 Calumet Avenue. The property is currently owned by the City and the City has entered into a sale agreement for the property. The property is currently zoned P-1 Conservancy and the proposed zoning district is C-1 Commercial which allows stand alone carwashes.

P. Braun said that notices were sent to property owners within 200' and no comments were received.

D. Steinbrenner asked if the existing structure will be torn down. P. Braun said yes.

Chairman J. Nickels opened the public hearing. There were no comments.

P. Braun read the recommendation to approve the rezone.

Moved by Diedrich, seconded by Koski, that the Petition to Rezone Property located at 4221 Calumet Avenue from P-1 Conservancy to C-1 Commercial be approved and referred to council. The motion carried by the following vote:

Aye: 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, 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 said that the original Conditional Use Permit was issued in 2020 for the operating of a recycling facility at 1107 Franklin Street. He said there are no issues with Building Inspection, Fire or Police Department but the City Clerk's Office is waiting for an application from the operator for the issuance of a recycling license.

P. Braun said Michael Plate was contacted and stated he is working on the letter of credit requirement for the recycling license. If the Clerk's Office receives the information and issues the license, no action is needed. If not, then the process to revoke the Conditional Use Permit should be started at the March 2023 Plan Commission meeting.

G. Jagemann asked if all other concerns brought up initially were addressed. P. Braun said that yes they were and reiterated that the recent inspection was recently completed and there were no issues found.

This item was tabled until March.

This Review of a Conditional Use Permit for the Operation of a Recycling Facility located at 1107 Franklin Street was tabled until the March Plan Commission meeting.

[23-0145](#)

PC 5-2022: Update on the Comprehensive Plan Project

Jackie Mich & Elias Vareldzis from VandeWalle & Associates shared outcomes from in-person and online open house feedback. They said that there were 25 people at the open house and 29 respondents to the online portion. They provided a key summary of feedback and the supported plan initiatives.

G. Jagemann asked if there were other ideas that came to surface. VandeWalle staff stated that people said improvements outside of downtown should be included, but there were no consistent priorities. He added that it came through that people want to see the same focus that has been placed on downtown in other areas.

D. Diedrich asked what were for best practices for including Diversity, Equity & Inclusion a Comprehensive Plan. Jackie Mich said most include general language, similar to the proposed plan, and there are no specific

metrics. She added that these statements are more about fostering the culture of inclusiveness in the community. Conversation ensued among members.

VandeWalle staff reviewed the next steps in the adoption process, specifically the joint Plan Commission/Common Council public hearing/adoption on April 17th. She added that the adoption will be in conjunction with CORP plan where it is anticipated both plans will be approved and adopted at that meeting.

This item was discussed

VI. NEW BUSINESS

[23-0146](#)

PC 10-2023: U.S. Army Reserve Center / Silver Creek Park; Request to Extend Lease located at 3125 S. 10th Street. Pursuant to § 62.23(5) Matters Referred to City Plan Commission.

P. Braun said the Army Reserve is currently leasing 8 acres of land at Silver Creek Park; its expiration date is April 30, 2056. He stated that the Army Reserve is requesting a 50-year extension. The Army is in the process of designing and constructing a renovation and expansion to the facility; and with this capital investment they would like the lease extension. The Lease would run through 2106.

D. Koski provided additional background on the request and stated that the City should consider including assistance with maintenance and reconstruction costs of the roadway from S. 10th Street the Army Reserve's lease area.

D. Hornung asked about the MPU water collector and future clean up. D. Koski stated that WisDNR has absolved the Army Reserve of any responsibilities. D. Koski stated he will ask Rob Michaelson from MPU Water for a copy of the report to include as documentation.

Approve the request with terms to include language about costs for maintenance or reconstruction of the roadway due to the oversized vehicles being used by the Army Reserve.

Moved by Hornung, seconded by Diedrich, that the Request to Extend the Lease located at 3125 S. 10th Street be approved with road maintenance language and referred to Council. The motion carried by the following vote:

Aye: 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. IMF Real Estate Holdings LLC; Block F Original Plat SE 1/4 of the NE 1/4 Section 25, T 19 N, R 23 E, City of Manitowoc

C. Summary of Site Plans From January 18 to February 15, 2023: None

VIII. ADJOURNMENT

Moved by Jagemann, seconded by Hornung, that the meeting be adjourned at 6:45PM. The motion carried by the following vote:

Aye: 8 - Mayor Nickels, Member Jagemann, Member Hall, Member Diedrich, Member Hornung, Member Koski, Member Steinbrenner and Alderperson Brey