

Report to the Manitowoc Plan Commission

ANNUAL REVIEW

Meeting Date: March 25, 2026

Request: PC 5-2025: Restoration Recovery LLC; Request for a Conditional Use Permit for the Establishment of a Transitional Housing Use located at 1222 S. 7th Street.

Existing Land Use for Subject Property: Residential

Existing Zoning for Subject Property: R-7 Central Residence

Surrounding Property Land Uses and Zoning

| Direction | Existing Land Use | Existing Zoning |
|--------------------------|-------------------|-----------------------|
| North, West, South, East | Residential | R-7 Central Residence |

2026 Update: The Fire, Police and Building Inspection Departments reported that they have no concerns or complaints on file regarding the location. Based on the reports from the 3 departments, Community Development staff will recommend the continuation of the CUP with an annual review for January of 2027.

Original Report: Restoration Recovery LLC is a tenant of the building owned by Richart Properties LLC. Restoration Recovery is requesting a conditional use permit to continue to operate a transitional housing use for individuals recovering from drug and alcohol dependency. Transitional housing is defined as: *“housing intended to provide the support needed for temporary occupants who lack a fixed, regular and adequate nighttime residence to move into long-term housing, and which is usually offered as part of a transitional program that helps homeless individuals and families become independent through counseling, job training, child care, skills training, and health care assistance.”*

Restoration Recovery offers recovering men an affordable housing option who are transitioning from drug and/or alcohol treatment. They also offer support and mentorship opportunities for the residents. Richart Properties LLC purchased the property in October of 2024 with the intention of creating the transitional housing use. Restoration Recovery is requesting a conditional use permit for up to 14 individuals.

Restoration Recovery requires all residents to follow their house rules which are attached to this report. Some of the rules are: absolute sobriety, random drug and breathalyzer tests, attend house meetings and weekly chores.

The residence is located along the west side of S. 7th Street. The 0.21 acre lot has 60 feet of frontage along S. 7th Street and a depth of 150 feet. The residence was built in 1900 and has 2,879 square feet of livable area. There are 6 bedrooms and 2 ½ bathrooms in the structure. The property has a detached 2 car garage located at the rear of the lot. The driveway is located on the north side of the residence and has enough space for at least 5 vehicles to park off-street. There are no on street parking restrictions on S. 7th Streets other than snow emergencies or street sweeping.

Section 16.150(11) of the Municipal Code sets a minimum square footage per occupant standard. Habitable rooms containing at least 70 but less than 100 square feet of floor area can have 1 occupant. Habitable rooms containing 100 or more square feet of floor area can have 2 occupants. The structure meets the minimum floor area standards.

The Police, Fire and Building Inspection Departments stated they have not had any major issues historically and that they have no concerns with the use.

Wisconsin Statute 46.234 created a Recovery Residence Registry on which Restoration Recovery is listed. If a recovery home accepts state or federal funds then it must register with the State of Wisconsin's Department of Health Services. If no state or federal funds are accepted no registry is required. No special licensing is required from any federal, state or local entity. Below is a copy and paste of the statute.

“46.234 Recovery residences; registration.

- (1) *DEFINITION. In this section, “recovery residence” means a home-like, residential environment that promotes healthy recovery from a substance use disorder and supports persons recovering from a substance use disorder through the use of peer recovery support.*
- (2) *REGISTRATION. The department shall establish and maintain a registry of approved recovery residences. Subject to sub. (3), the department shall approve a recovery residence for inclusion in the registry if the recovery residence requests registration from the department and agrees to do or does all of the following:*
 - (a) *Operate with integrity, uphold residents’ rights, create a culture of empowerment where residents engage in governance and leadership, and develop abilities to apply the social model form of recovery that focuses on learning from the experiences of peers who are also in recovery.*
 - (b) *Provide a home-like, safe, and healthy environment.*
 - (c) *Facilitate active recovery and recovery community engagement, model positive social behaviors and relationship enhancement skills, and cultivate residents’ senses of belonging and responsibility toward community.*
 - (d) *Maintain an environment in the residence free from alcohol and illicit drugs.*
 - (e) *Have courtesy rules for residents and be responsive to concerns of neighbors to the residence.*
 - (f) *Display in the residence the code of ethics, grievance procedure, and grievance contact information.*
- (3) *ACCEPTANCE OF MEDICATION-ASSISTED TREATMENT. Beginning on April 1, 2022, the department may not include a recovery residence in the registry if the recovery residence excludes any resident solely on the basis that the resident is participating in medication-assisted treatment.*
- (4) *REGISTRATION REQUIRED FOR REFERRALS OR FUNDING. A recovery residence is not required to register with the department unless the recovery residence seeks referrals under sub. (5) or state or federal funds passing through the state treasury.*
- (5) *REFERRALS. Upon request for referrals to recovery residences, the department shall provide a list of recovery residences that are included on the registry under sub. (2). The department may limit the list of registered recovery residences provided under this subsection based on the geographical and other preferences specified by the person requesting referrals.*
- (6) *USE OF REGISTERED DESIGNATION. A recovery residence may not use the designation of or hold itself out as “registered” or “state approved” unless the recovery residence is included in the registry under sub. (2).*
- (7) *INFORMATION REQUIRED. The recovery residence shall provide at the time of its request for registration for the purpose of inclusion on the registry all of the following information:*
 - (a) *The name of any organization that has certified the recovery residence.*
 - (b) *The name of any organization under which the recovery residence operates.*
 - (c) *The address of the recovery residence.*
 - (d) *The number of residents allowed to reside at the recovery residence.*
- (8) *REVOCATION OF REGISTRATION. The department shall revoke the registration of a recovery residence if the recovery residence ceases to meet the criteria under sub. (2).”*

Recommendation: Approve the re-issuance of a Conditional Use Permit to Restoration Recovery LLC for the continuation of a transitional housing use located at 1222 S. 7th Street pursuant to the conditions.

REQUIREMENTS FOR
CONDITIONAL USE PERMIT (CUP)
TO RESTORATION RECOVERY LLC
4/21/2025

Re: PC5-2025: Grant to Restoration Recovery LLC (Restoration Recovery) a CUP under Section 15.370(27) of the Manitowoc Municipal Code ("Code") for the operation of a transitional housing residence for not more than 14 individuals at 1222 S. 7th Street, (parcel # 000-319-120) Manitowoc WI. This CUP shall hereinafter serve as authorization for the location and operation of a transitional housing residence. The area included in the CUP ("CUP Area") is described on the attached map. Restoration Recovery is required to comply with the following conditions:

- A. Restoration Recovery shall not allow the residence to exceed 14 residents at any one time.
- B. Restoration Recovery shall be in compliance with all federal, state and local regulations, licensing and code requirements. For resident life safety reasons, the Fire Department is offering to perform a courtesy fire inspection which will identify hazards, educate occupants and build relationships.
- C. Restoration Recovery shall not assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council. The CUP shall automatically terminate effective the same date Restoration Recovery ceases to operate at the Residence.
- D. Compliance with the terms and conditions of the CUP shall be reviewed by the Plan Commission and Common Council in March 2026, and during the month of January in each subsequent year of the CUP, unless this condition is waived by the Plan Commission and Common Council. The annual review may result in the disclosure of non-compliance issues or the identification of terms and conditions that are no longer necessary or required to maintain the intent or compliance with the CUP, and may result in the modification of the terms and conditions of the CUP, issuance of citations and financial penalties, or immediate revocation of the CUP.
- E. At any date and time, non-compliance with the terms of the CUP may result in the modification of the terms and conditions of the CUP, issuance of citations and financial penalties, or immediate revocation of the CUP.
- F. All garbage receptacle and/or dumpster locations shall be kept in a clean and orderly fashion and located in an obscure location. The property shall be kept free of garbage, junk or debris and shall follow all property maintenance requirements.
- G. Recovery Restoration shall expressly prohibit the use, consumption or possession of alcohol and illegal drugs in the residence or anywhere on the property.

City of
Manitowoc

**Request for a Conditional
Use Permit for the Operation
of Transitional Housing**

R-7

**SW 1/4
Sec 29
T19N, R24E**

S. 8TH ST.

S. 7TH ST.

MADISON ST.

S. LAKE ST.

R-4

I-1

I-2



CONDITIONAL USE PERMIT

City of Manitowoc, WI

0 50 100
Feet



Conditional Use Permit Area for
the Operation of Transitional Housing

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.

Prepared by City of Manitowoc
Community Development Department
www.manitowoc.org
Map Plotted: 2/17/2025

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PC 05-2025
1222 S. 7th St.

City of Manitowoc Plan Commission