



# CITY OF MANITOWOC

WISCONSIN, USA

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1/23/2025

To: Mayor and Common Council

From: Paul Braun, City Planner

**Subject: PC 25-2023: The Haven of Manitowoc County; Annual Review of a Conditional Use Permit for the Operation of a Transitional Housing Use at 826 S. 19<sup>th</sup> Street.**

At the January 22, 2025 meeting of the Manitowoc City Plan Commission, the Commission unanimously recommended to the Common Council the following action:

***Approve the Annual Review of a Conditional Use Permit for the establishment of a Transitional Housing residence pursuant to the attached revised conditions.***

The Plan Commission recommends removing Condition "B" which is related to an annual report detailing the financing, demographics and third party agreements.

The Haven  
Attn: Alex Hunt  
1003 Marshall Street  
Manitowoc, WI 54220

Granicus #: 25-0047  
Attachments: Map & Conditions

REQUIREMENTS FOR  
CONDITIONAL USE PERMIT (CUP)  
TO THE HAVEN OF MANITOWOC COUNTY, INC.  
4/20/2023 Revised 2/17/2025

Re: PC25-2023: Grant to The Haven of Manitowoc County, Inc. (The Haven) 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 3 residents at 826 S. 19<sup>th</sup> Street, (parcel # 000-205-140) Manitowoc WI. This CUP shall hereinafter serve as authorization for the location and operation of a transitional housing Residence, and all appurtenant and related functions. The area included in the CUP (“CUP Area”) is described on the attached map. The Haven is required to comply with the following conditions:

- A. The Haven shall not allow the residence to exceed 3 residents at any one time.
- ~~B. Beginning in 2024, The Haven shall file a report with the Community Development Department on or before December 31<sup>st</sup> of each calendar year detailing the status of the Residence. This report shall be filed by December 31<sup>st</sup> in each year the CUP is effective, and each report shall detail the activities at the Residence from the prior calendar year. This report shall include, but not be limited to: (i) a summary of the financing in place to operate the Residence including a summary of foundation grants, donations, lender financing and State and/or Federal grants in hand, and volunteer hours worked; (ii) residence summary identifying the number of residents in the Residence; (iii) a description of the services being provided at the Residence and the number of residents accessing various services; (iv) the number of residents that were at the Residence, but left without notice; (v) a summary of agreements with third party providers for support services for residents at the Residence; and (vi) any other information that may be requested by the Community Development Department to address identification of common characteristics or experiences of residents at the Residence.~~
- C. The Haven shall comply with all federal, state and local regulations, licensing and code requirements.
- D. No party shall assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council.
- E. The CUP shall automatically terminate effective the same date The Haven ceases to operate at the Residence. The Haven shall provide the Community Development Department with written notice of its intent to discontinue operation of the Residence not less than 30 consecutive calendar days prior to the date operations are planned to cease.
- F. Compliance with the terms and conditions of the CUP shall be reviewed by the Plan Commission and Common Council in January 2025, 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.

- G. 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.

City of  
Manitowoc

CLARK ST.

S. 20TH ST.

S. 19TH ST.

S. 18TH ST.

FRANKLIN ST.

204

205

206

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



NW 1/4  
Sec 30  
T19N, R24E



0 50 100  
Feet

# CONDITIONAL USE PERMIT

City of Manitowoc, WI



Area of Conditional Use Permit for  
the Operation of Transitional Housing

PC 25-2023  
826 S. 19th St.

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.

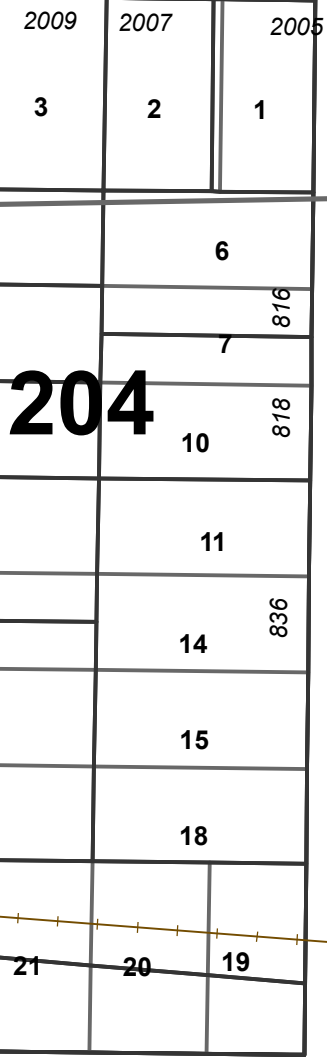
Prepared by City of Manitowoc  
Community Development Department  
www.manitowoc.org  
Map Plotted: 10/16/2023

O:\Planning\PC Plan Commission\PC\_CUP\2023\PC 25-2023 The Haven\_S 16th Street\Maps\PC 25-2023 CUP.mxd

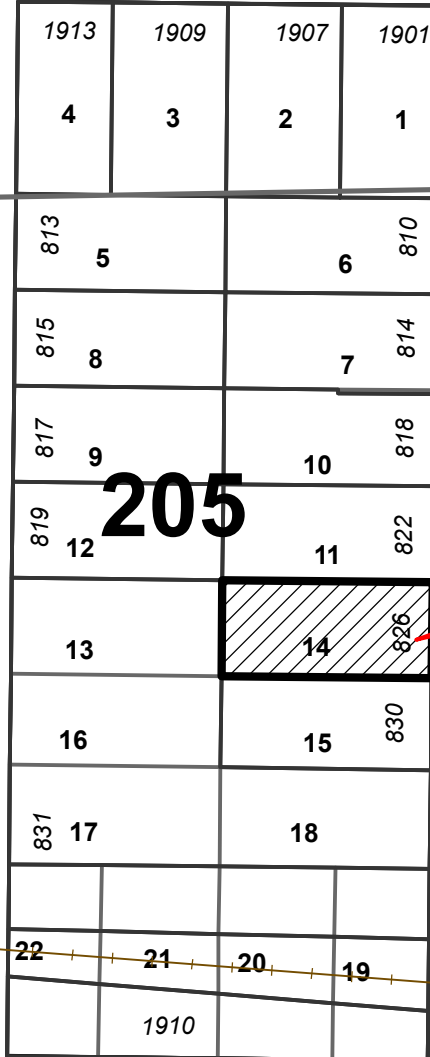
City of Manitowoc Plan Commission

**City of Manitowoc**

**CLARK ST.**



**S-20TH ST.**

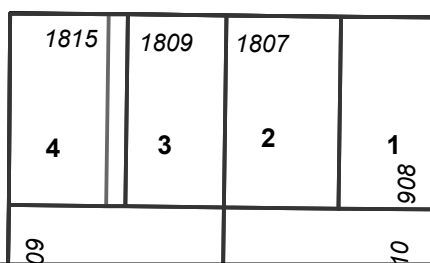
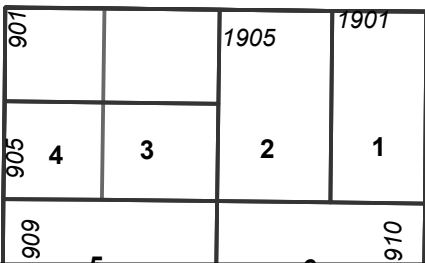
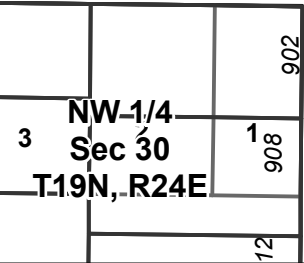


**S-19TH ST.**



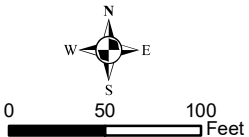
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
**FRANKLIN ST.**



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

**CONDITIONAL USE PERMIT**  
City of Manitowoc, WI



 Area of Conditional Use Permit for the Operation of Transitional Housing

PC 25-2023  
826 S. 19th St.

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Prepared by City of Manitowoc  
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City of Manitowoc Plan Commission