



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

1/23/2025

To: Mayor and Common Council

From: Paul Braun, City Planner

Subject: PC 24-2023: Lotus Recovery Homes, Inc; Annual Review of a Conditional Use Permit for the Operation of a Transitional Housing Use at 404,406 & 408 N. Lake 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 "C" which is related to an annual report detailing the financing, demographics and third party agreements.

Lotus Recovery Homes Inc.
Attn: Terry Bosch
1111 Marshall Street
Manitowoc, WI 54220

Granicus #: 25-0046
Attachments: Map & Conditions

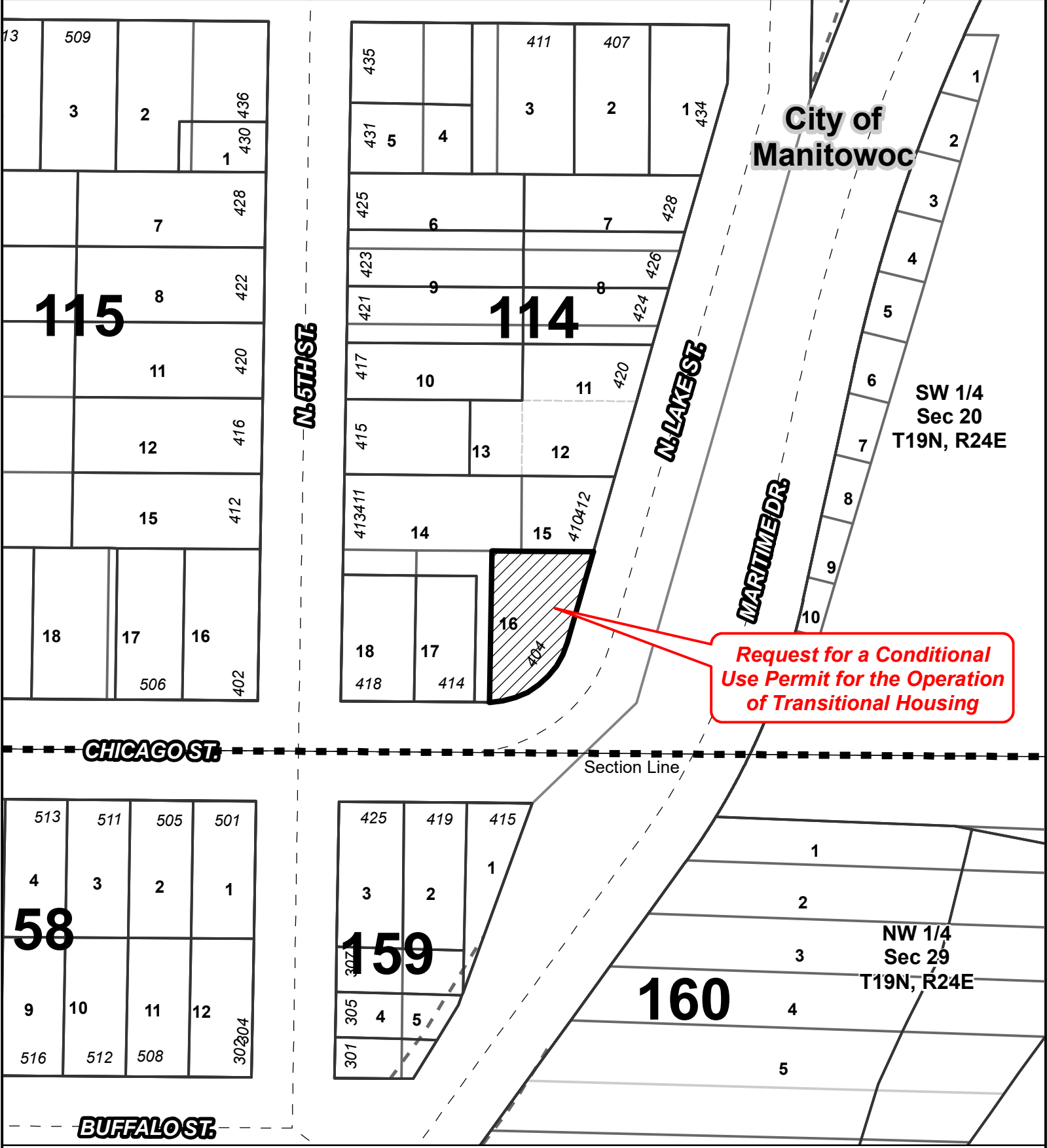
REQUIREMENTS FOR
CONDITIONAL USE PERMIT (CUP)
TO LOTUS RECOVERY HOMES INC.
4/20/2023-Revised 2/17/2025

Re: PC24-2023: Grant to Lotus Recovery Homes Inc (Lotus) 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 15 residents at the location (parcel # 000-114-160) with a maximum of 5 individuals allowed at each address 404, 406 and 408 N. Lake Street (Lake St. property), 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. Lotus is required to comply with the following conditions:

- A. Lotus shall not allow the CUP Area to exceed 15 residents at any one time with a maximum of 5 residents per addressed dwelling unit/apartment at a time. A resident advocate shall be present in the residence at all times when residents are present. The resident advocate is part of the total residence count.
- B. Lotus shall expressly prohibit the use, consumption or possession of alcohol and illegal drugs in the residence or anywhere on the Lake St. property by the residents.
- ~~C. Beginning in 2024, Lotus shall file a report with the Community Development Department on or before December 31st of each calendar year detailing the status of the Residence. This report shall be filed by December 31st in each subsequent 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.~~
- D. Lotus shall, at the written request of the Manitowoc Police Chief, install any required security enhancements into the Residence, on terms and conditions acceptable to Lotus and the Chief.
- E. Compliance with all federal, state and local regulations, licensing and code requirements.
- F. No party shall assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council.
- G. The CUP shall automatically terminate effective the same date Lotus ceases to operate at the Residence. Lotus 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.

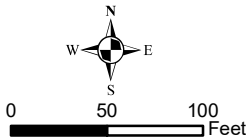
- H. Compliance with the terms and conditions of the CUP shall be reviewed by the Plan Commission and Common Council in January 2025, and during the month of January in each subsequent year of the CUP. The annual review may result in the disclosure of non-compliance issues or the identification of terms 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.
- I. 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.



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

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.

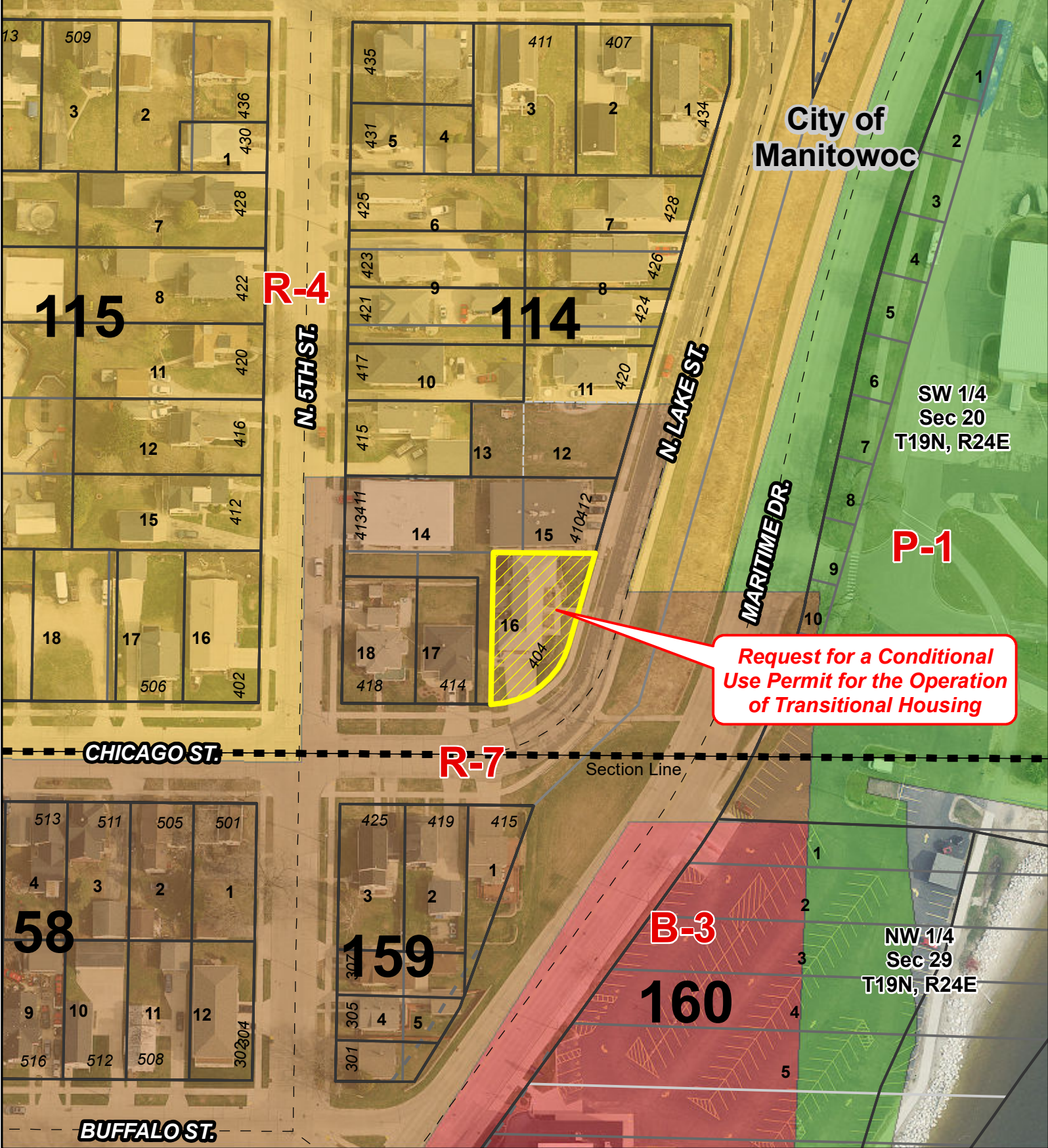
Prepared by City of Manitowoc
Community Development Department
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Map Plotted: 10/16/2023

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PC 24-2023
404/406/408 Lake St.

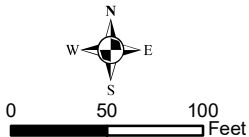
City of Manitowoc Plan Commission



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PC 24-2023
404/406/408 Lake St.

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