



# City of Manitowoc

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

## Meeting Minutes

### Plan Commission

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Wednesday, November 20, 2024

6:00 PM

Council Chambers. Meeting also available via  
Zoom remote conferencing software.

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#### I. CALL TO ORDER

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

#### II. ROLL CALL

**Present:** 7 - Mayor Nickels, Greg Jagemann, Dan Koski, Daniel Hornung, Dave Diedrich, Jim Brey and Dennis Steinbrenner

**Absent:** 1 - Curtis Hall

Staff Present: Paul Braun, Jen Bartz

Others Present: Ralph Kracht, Debbie Kracht, Terry Bosch, Kenneth Pike, Brenda Pike, Kim Kracht, Jason Kracht, Cary Luedtke, Melissa Luedtke, Adrienne Resch, Kyle Resch, Kathy Herman, Judy Dokey, Nancy Prokof, Dave Duvall, Jami Duvall, Cathy Skawinski, Glen Skawinski, Melissa Christensen, Stephanie Kornelly, Chris Kornelly, John Shimek, Dawn Davies

#### III. APPROVAL OF MINUTES

[24-2024](#) Approval of Minutes of the October 23, 2024 Plan Commission meeting.

**Moved by Diedrich, seconded by Koski, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 7 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich, Member Brey and Member Steinbrenner

#### IV. PUBLIC HEARINGS

[24-2025](#) PC 18-2024: JAI Investments/Shilroy LLC: Petition to Rezone from C-1 Commercial to R-6 Multiple Family and from R-4 Single and Two Family Residential to C-1 Commercial for property located at the northwest corner of Woodland Drive and Memorial Drive. (Parcel # 131-002-330 & part of 131-002-150)

P. Braun provided an overview and areas within the request for rezoning. He stated the 20-year Future Land Use Map shows the area as planned mixed use and that the proposed rezoning is consistent with the Future Land Use Map. He shared that the applicant has indicated their plans to purchase three existing lots of record which total approximately 7.69 acres. The westerly portion of the largest lot is proposed to be rezoned from C-1

Commercial to R-6 Multiple Family. The westerly portion of the former clinic will be razed and the remaining portion of the building would be redeveloped into a gas station, convenience store, restaurant and shipping store; which are all allowed under the current C-1 zoning district. The two smaller lots are currently vacant. The 0.19 acre lot is proposed to be rezoned from the R-4 Single and Two Family Residential district to C-1 Commercial and will be used to support the convenience store and gas station. The third 0.72 acre lot is vacant and appears to be wetland.

The developer is planning to complete their project in two phases. Phase one would be the development of the convenience store, gas station, restaurant and retail space. Phase two would be the multifamily development. The current plans for the multi-family are showing first level parking with 4 or 5 stories above the parking. The multi-family development is planned to have a mix of 1 and two bedrooms with between 50 and 80 units.

P. Braun stated that notices were sent to property owners within 200' and he shared the following advance comments.

Kelly Klein, 1816 Horseshoe Drive, called Community Development staff and had process and next steps questions and didn't express approval or disapproval for the project.

Alder Chad Beeman provided an email received from Glenn Skawinski at 1719 E Ivy Lane. He had questions about trees, wetlands, site layout and signage. He also asked if the current infrastructure could support a multi family complex and asked if the vehicular cut through from E. Horseshoe Drive to Woodland Drive would remain gated.

Chairman J. Nickels asked the Commissioners for questions.

D. Hornung asked if a specific area outside of the requested rezone should be included. P. Braun stated that the area has a different property owner.

Chairman J. Nickels opened the public hearing.

- Kenneth Pike, 1823 Spruce Drive, asked if sewer and water capacity, electric distribution, and traffic distribution could be potential issues. He had specific questions about access to property. Also asked how high the residential could be and if the convenience store could have hours restricted.

- Jason Kracht, 1910 Horseshoe Drive, stated there is a lot of through

traffic and the clinic has put up a gate. He has concerns with traffic and people thinking it's a through road as kids play in that road and the streets. He asked if there will be a retaining pond or will it drain to the wetland. He also has concerns with the height building.

- Judy Dokey, 1810 E Ivy Lane, stated she is concerned with traffic, gas station hours and lighting. She added that the height of the apartment building will block their view and the traffic onto Memorial Drive will be bad. She is also concerned about kids playing in the road and what kind of people will be coming to the gas station. They have a nice, quiet neighborhood.

- Nancy Prokop, 1815 E Ivy Lane, shared her safety concern about the quiet neighborhood. Asked if the multi-family development will increase foot traffic and will the people be using their neighborhood to walk their dogs. Asked if it will be low income housing? She asked if the convenience store would be selling alcohol, cigarettes, or vaping materials. She is concerned about robberies and gas station transients and added she has an AirBNB out of her lower level and people like the quiet neighborhood. This development will take that away. She also stated that there is a lot going in one space and she is concerned about the loss of privacy and quiet neighborhood. She also asked about the size of community patios for gathering. Lastly she is concerned about property tax increases and home values.

- Dave Duvall, 1843 Spruce Drive, moved here from the Fox Valley and is concerned about losing the quiet neighborhood. He wants to protect the wetlands that are on the site. He also stated that the speed limit may need to be reduced for a stretch on Memorial Drive. He also is concerned with the height of the proposed housing development and potential house values, especially if housing is for low income.

-Melissa Luedtke, 1815 Spruce Drive, asked if it will be HUD housing, CBRF, RCAC, or low income.

Mrs Luedtke spoke on behalf of Kelly Klein 1816 E. Horseshoe Drive who was unable to attend the meeting. Mrs Klein asked if the city can mandate a row or two of trees along E. Horseshoe Drive because she lives directly across from apartment complex and has five children, some with special needs. Pointed out that there was a problem with some utilities in the area years ago. She also added that there seems to be a significant problem with sewers flooding in the area.

- Glenn Skawinski, 1719 E Ivy Lane, is concerned with the driveway off of Woodland Drive. He suggested that the developer move the gas pumps closer to the apartment complex. He also provided ideas for how the

developer could rearrange the property.

- Kyle Resch, 1924 Woodland Drive, voiced concerns about traffic as it is difficult to get onto Memorial Drive. He is also concerned about the development's drainage plan because his yard gets wet. He concluded stating that he would like fencing or trees along the common property line.

- Chris Kornelly 1801 Spruce Drive, stated crime in the area is non-existent and that bringing in a gas station and apartments will increase crime. Asked for housing data as it relates to occupancy and if the City needs apartments?

Chairman J. Nickels closed the public hearing

Chairman J. Nickels asked that within the existing C-1 area could a convenience store build presently. P. Braun stated yes and that the rezoning request is only for the multi-family area to be rezoned from C-1 to R-6. Chairman J. Nickels asked if the City would have input over the location of the entrances and exits? P. Braun stated during the site plan submittal the City can work with the developer on driveway locations. Access directly onto Memorial Drive is controlled by WisDOT.

Chairman J. Nickels asked how long the area has been C-1 Commercial. P. Braun stated he did not look for an exact time frame, but likely since at least the 1970s and added that someone could have built a gas station there for years in the current zoning district.

Chairman J. Nickels asked about current infrastructure and what could be built there. D. Koski stated that the Waste Water Treatment Plant itself is fine, but review of infrastructure adjacent to the site would be part of the site plan process.

Ald. J Brey stated he is familiar with the area. Added that perhaps access from Horseshoe could be blocked off and the access could be Woodland Drive only. He stated that it is a valid argument that no access on Horseshoe Drive would be a good option and perhaps that could be done through the site plan process.

Chairman J. Nickels stated that the City does not want to see the area vacant. He asked about the speed limit and who has control of determining the speed limit on Memorial Drive. D. Koski stated that WisDOT has jurisdiction but the City can request an adjustment with supporting data.

D. Diedrich stated that police and fire may have concerns with only one access point. P. Braun said that and police and fire are included in the site

plan review process.

D. Steinbrenner asked if 60' height would be max and if condos are low income. P. Braun stated that the developer would need approval for any height higher than 60'. P. Braun stated that a condominium is a form of ownership not a land use but he would suspect that the units would not be low income but market rate.

Chairman J. Nickels shared that the area is not in a TIF District so there is no public incentive available. He added that landscaping is part of the site plan review process and the City can work with the developer on landscaping.

Chairman J. Nickels asked about convenience store hours. P. Braun said the City has no control over hours of operation but lighting is within the specific ordinance and can be controlled.

Discussion ensued about site plan process, housing study occupancy rate and next steps. The Commissioners agreed that site plan process will be a key component of the project.

Chairman J. Nickels stated appreciation for citizen comments and added that it will help create a final product in the area. He reiterated that there will be another public hearing at the Council meeting in December and encouraged those in attendance to contact their alder with anymore thoughts as they can be your representative at the Council meeting.

P. Braun read the recommendation to approve the petition to rezone the property.

**Moved by Hornung, seconded by Jagemann, that this Action Item be approved and referred to council. The motion carried by the following vote:**

**Aye:** 7 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich, Member Brey and Member Steinbrenner

## V. OLD BUSINESS

### [24-2027](#)

PC 18-2023: Annual Review: Lotus Recovery Homes: Conditional Use Permit for the Operation of a Transitional Housing at 419 Park Street; recommending to approve the re-issuance of the Conditional Use Permit to Lotus Recovery Homes Inc. for the transitional housing use located at 419 Park Street and revising the annual review date to January 2026

P. Braun briefly reviewed the history of Lotus' conditional use permit for the 419 Park Street location. He read the recommendation to approve and revise the annual review date to January 2026 so it is consistent with Lotus'

two other locations on Marshall and Lake Streets.

**Moved by Brey, seconded by Steinbrenner, that the Lotus Recovery Homes Annual Review of the Conditional Use Permit for the Operation of a Transitional Housing at 419 Park Street. be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 7 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich, Member Brey and Member Steinbrenner

**VII. MISCELLANEOUS**

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

i. E&E Legacy Builders ( Sonnenburg); Lot 2 of a Certified Survey Map recorded in Volume 30, Page 389 located in the SW 1/4 of the SE 1/4 of Section 11, T 19 N, R 23 E City of Manitowoc, Manitowoc County, Wis

ii. Vernon Gulseth; Part of the NW 1/4 of the SE 1/4 of Section 7, T19N, R23E, Town of Manitowoc, Manitowoc County, Wis

iii. Fred Van Sercke Jr; NW 1/4 of the SE 1/4, Section 29, T19N, R23E, Town of Manitowoc Rapids

iv. Linda Mueller & Bill of Roses, LLC; Part of Lot 1 of the Subdivision of the E 1/2 of the NW 1/4 Section 13, T19N, R23E, City of Manitowoc

v. Rodney Fischer; Located in the SE 1/4 and SW 1/4 of the NE 1/4 of Section 5, T18N, R23E Town of Newton, Manitowoc County

C. Summary of Site Plans: None

**VIII. ADJOURNMENT**

**Moved by Hornung, seconded by Diedrich, that the meeting be adjourned at 7:01PM. The motion carried by the following vote:**

**Aye:** 7 - Mayor Nickels, Member Jagemann, Member Koski, Member Hornung, Member Diedrich, Member Brey and Member Steinbrenner