



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

July 8, 2026

To: Mayor and Common Council

From: Paul Braun, City Planner

Subject: PC 10-2026: T.J. Potter Trucking, Inc. Request for a Conditional Use Permit (CUP) pursuant to Section 15.330(4) of the Municipal Code for the establishment of a Storage in Bulk or Transloading Activities Area in a I-1 Light Industrial Zoning District for property located at the northeast corner of S. 39th and Viebahn Streets (parcel # 836-304-040)

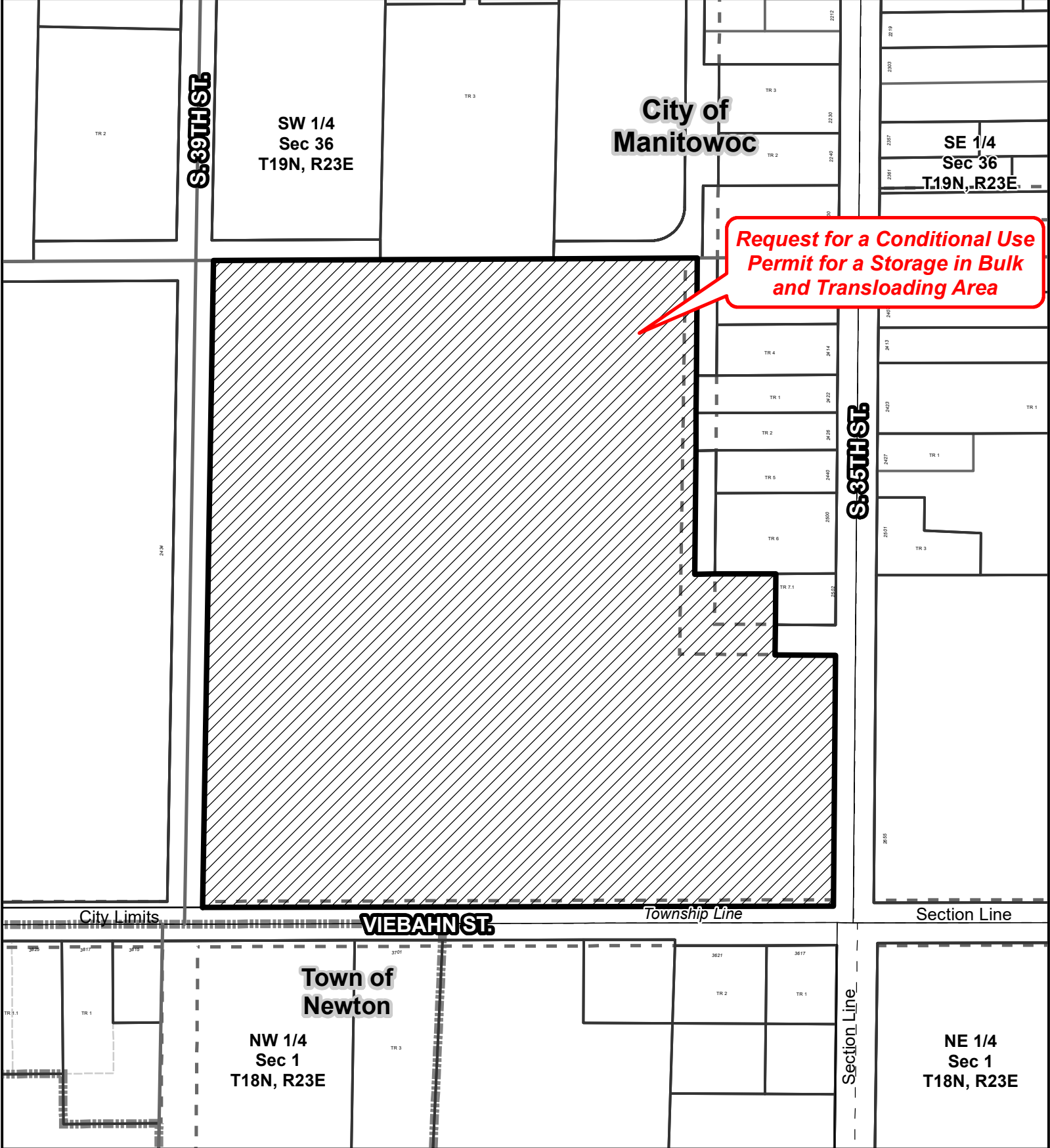
At the July 7, 2026 meeting of the Manitowoc City Plan Commission, the Commission unanimously recommended to the Common Council the following action:

Approve the issuance of a Conditional Use Permit to T.J. Potter Trucking, Inc for the Establishment of a Storage in Bulk and Transloading Area pursuant to the attached conditions.

Applicant:
T.J. Potter Trucking, Inc.
Attn: Todd Potter
13000 Sherburne Ave
Becker, MN 55308

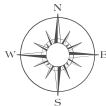
Granicus #: 25-0554

Attachments – Conditions and Map



CONDITIONAL USE PERMIT

City of Manitowoc, WI



0 100 200
Feet

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: 6/17/2026

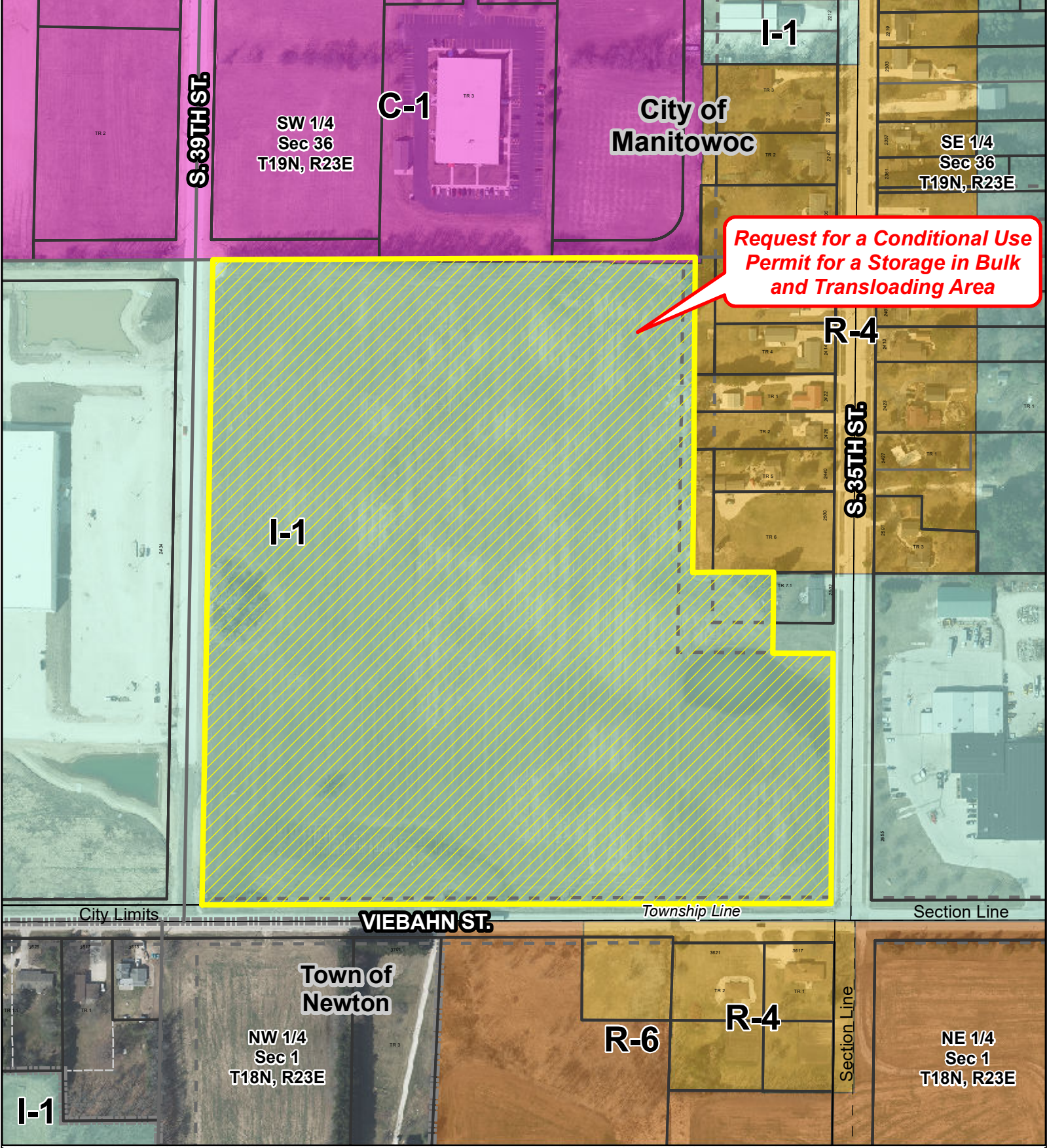
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Conditional Use Permit
for a Storage in Bulk
and Transloading Area

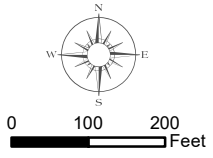
PC 10-2026
S. 39th St.

Manitowoc City Plan Commission



CONDITIONAL USE PERMIT

City of Manitowoc, WI



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Map Plotted: 6/17/2026
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Conditional Use Permit
for a Storage in Bulk
and Transloading Area

PC 10-2026
S. 39th St.
Manitowoc City Plan Commission

REQUIREMENTS FOR A
CONDITIONAL USE PERMIT (CUP) PURSUANT TO 15.330(4)b FOR THE
ESTABLISHMENT OF STORAGE IN BULK OR TRANSLOADING ACTIVITIES
TO TJ POTTER TRUCKING, INC (POTTER TRUCKING)
LOCATED AT THE NORTHEAST CORNER OF S. 39TH AND VIEBAHN STREETS
TAX PARCEL # 836-304-040
7/22/2026

- A. The CUP shall not become effective and binding until the date that the Common Council approves the CUP as outlined herein and TJ Potter Trucking, Inc has acquired the subject property. The CUP shall automatically terminate July 1, 2027 if no substantial work has been completed on the site after an approved site plan.
- B. The CUP shall require compliance with all applicable local, state and federal regulations and licensing as needed. 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.
- C. This CUP is issued to T.J. Potter Trucking, Inc and they shall not assign or transfer its interest in the CUP to any party without the written approval of the Plan Commission.
- D. This CUP will be reviewed annually beginning with the January, 2028 Plan Commission meeting.
- E. All products, machinery and any other bulk items shall be stored in a neat and orderly condition on the site. No unregistered or unlicensed vehicles are allowed to be stored on the site.
- F. Any dumpsters or garbage enclosures shall be site obscured behind a fence, decorative wall or landscaping to the approval of the Community Development Department.
- G. Dust palliatives must be applied to the entire gravel area at least twice per calendar year, plus additional applications if required by the Zoning Administrator.
- H. Potter Trucking must submit a landscaping plan for review and approval by the Community Development Department. This landscaping must be fully installed before any transloading or storage operations begin on-site. The company is responsible for ongoing landscape maintenance, which includes replacing any dead, dying, or diseased vegetation with healthy plants and trees.
- I. The city must review and approve the berm height and location before any site work begins. The berm must be installed prior to any transloading and storage occurs on the site. The berm design must allow for easy mowing and upkeep of all grass surfaces.
- J. Potter Trucking shall minimize the idling of trucks and machinery during periods of inactivity.
- K. Any mud or dirt tracked onto any adjacent streets must be cleaned or swept immediately, or upon request by the City Engineering Department. Tracking pads must be installed to the approval of the City.
- L. Fencing may be installed on the site in accordance with the Municipal Code. The installation of barbed or razor wire fencing shall require prior written approval from the Zoning Administrator and Chief of Police before installation.
- M. Building and other site lighting must be reasonably shielded and not spill across the property lines. Follow the Outdoor Lighting requirements in the municipal code.

File: I:\24\Potter Trucking Manitowoc Site\Concept Site Plan.dwg | Layout: Exhibit | Plot Date: 11/06/2026

