

Report to the Manitowoc Plan Commission

Meeting Date: January 28, 2026

Request: ANNUAL REVIEW

PC 24-2023: Annual Review: Lotus Recovery Homes: Conditional Use Permit for the Operation of a Transitional Housing at 404, 406 & 408 N. Lake Street.

Existing Land Use for Subject Property: Transitional Housing for The Crossing Home

Existing Zoning for Subject Property: R-7 Central Residence

Surrounding Property Land Uses and Zoning

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

Current Update:

The Common Council issued a conditional use permit to Lotus in November of 2023. The CUP was reviewed in 2024 and no issues or patterns of concern were raised at that time. For the 2025 annual review the Police, Fire and Building Inspection Departments again reported no issues or patterns of concern at the location.

Original Report:

General Background Information: Lotus currently operates the transitional housing use at 404, 406 and 408 Lake Street for up to 15 female individuals. The site consists of one building which is divided into 3 individual living areas. The CUP permits up to no more than 15 individuals at the location with no more than 5 individuals at each address.

The Crossing used to operate the transitional housing service but turned this service over to Lotus Recovery Homes, Inc in 2023 because Lotus was better equipped to serve the residents on their path of getting back to independent living. The Crossing is still a partner with Lotus.

Lotus is a non-profit organization that works with Manitowoc County Drug Court and Human Services providing safe and secure housing and support services for individuals in drug and/or alcohol recovery programs. Lotus is not a treatment center, but provides transitional housing while residents continue their recovery process. The residents will have gone through extensive addiction treatment before going to the Lake St residence. Residents are monitored and are required to follow strict house rules. Lotus will focus on providing housing for females at the Lake Street location.

The property is zoned R-7 Central Residence and transitional housing is permitted after issuance of a conditional use permit.

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."*

Recommendation: Approve the re-issuance of the Conditional Use Permit to Lotus Recovery Homes Inc. for a transitional housing use located at 404, 406 and 408 N. Lake Street including the elimination of condition "G".

REQUIREMENTS FOR
CONDITIONAL USE PERMIT (CUP)
TO LOTUS RECOVERY HOMES INC.

11/20/2023 Revised 2/17/2025

Revised 2/16/2026

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. 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.
- D. Compliance with all federal, state and local regulations, licensing and code requirements.
- E. No party shall assign or transfer its interest in the CUP to any party without the prior written approval of the Manitowoc Common Council.
- F. 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.
- G. ~~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 of 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.~~
- H. 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.

