



City of Manitowoc

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

Meeting Minutes

Plan Commission

Wednesday, August 23, 2023

6:00 PM

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

I. CALL TO ORDER

The meeting of the City Plan Commission was called to order by Vice Chairman J. Brey at 6:00 PM.

II. ROLL CALL

Present: 6 - Greg Jagemann, Curtis Hall, Dan Koski, Dennis Steinbrenner, Jim Brey and Dave Diedrich

Absent: 2 - Mayor Nickels and Daniel Hornung

Staff Present: Paul Braun, Jen Bartz

Others Present: Vern Gulseth, Alderman Bill Schlei, Jeff DeZeeuw, Martin Schaller

III. APPROVAL OF MINUTES

[23-0673](#)

Approval of Minutes of the May 24, 2023 Plan Commission meeting.

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

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

IV. PUBLIC HEARINGS

[23-0674](#)

PC 15-2023: Vernon Gulseth; Petition to Rezone Property Located at 1920 Johnston Drive from I-1 Light Industrial to B-1 Office - Residential

P. Braun provided an overview of the request including the neighboring zoning districts. He stated the proposed zoning district allows for residential uses and is consistent with the future land use map. He said that notices were sent to neighbors within 200' of the property and no calls were received.

Vice Chairman J. Brey asked the Commissioners for questions.

D. Diedrich asked if there will be two homes on one lot or if lots will be separated. P. Braun stated that a survey will clean up the parcels. He added that zoning and lot lines will align.

D. Koski asked if the rezone will create a B-1 island? P. Braun said the concept of a spot zone is not defined in statute. The proposed B-1 zoning is consistent with the future land use map and doesn't create any land use conflicts that are already not existing. The B-1 district would make the existing residence conforming which would allow the owner the ability to expand the residential use if he desires.

G. Jagemann asked if B-1 was the best zoning district for the request to be conforming. P. Braun explained the rationale.

Vice Chairman J. Brey opened the public hearing.

Vern Gulseth, 1920 Johnston Drive: Provided an explanation of his wishes to build an ADA-compliant home for his family so they are able to relocate from the West coast.

Alderman Bill Schlei, 2017 Menasha: Shared his support for the rezoning request.

Vice Chairman J. Brey closed the public hearing.

P. Braun read his recommendation to approve the requested rezone.

Moved by Koski, seconded by Steinbrenner, that the Petition to Rezone Property Located at 1920 Johnston Drive from I-1 Light Industrial to B-1 Office - Residential be approved and referred to council. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

VI. NEW BUSINESS

[23-0678](#)

PC 16-2023: Schaller; Request to Purchase City-Owned Property, 900 Block S. 18th Street, Parcel # 000-248-031

P. Braun provided an overview of the request. He shared that the requestor thought he owned the property and was doing maintenance on the lot over the past 12 years; in addition the City was not aware that they owned the lot. Mr. Schaller recently replaced some sidewalk at his own expense thinking he owned the property.

D. Steinbrenner asked if the lot is buildable. P. Braun said it is too small as it's only 25'x50'.

Martin Schaller spoke briefly about the request.

Paul Braun read the recommendation to proceed with the sale of the lot to Mr. Schaller with the Attorney's Office instructed to proceed with all facets

of the sale.

Moved by Diedrich, seconded by Jagemann, that this request be approved for consent agenda. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

[23-0679](#)

PC 1-2023: TDS; Utility Easement Request, Clermont Street and Waldo Blvd.

Moved by Diedrich, seconded by Koski, that this Easement be approved for consent agenda. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

[23-0680](#)

PC 1-2023: Manitowoc Public Utilities, Utility Easement Request, Hecker Road.

Moved by Diedrich, seconded by Koski, that this Easement be approved for consent agenda. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

[23-0681](#)

PC 1-2023: Street Dedication: Community Development Authority of the City of Manitowoc, located in Blocks 148, 169, and 170 of the Original Plat of the City of Manitowoc and Adjacent Vacated Streets being part of Government Lot 3, Section 30, T19N, R24E, City of Manitowoc

Moved by Diedrich, seconded by Koski, that this Action Item be approved for consent agenda. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

[23-0686](#)

PC 17-2023: Request for Release of Easement from Titan Property LLC at 3810 Calumet Avenue.

Moved by Diedrich, seconded by Koski, that this Easement be approved for consent agenda. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich

[23-0685](#)

Discussion regarding zoning code re-write request for proposal

P. Braun shared that an Request for Proposal will be written for a rewrite of the Zoning Code in Chapter 15 of the Municipal Code. He stated that the RFP will be sent to commissioners for review and added that it is expected to take 18-24 months as it is a full rewrite. He said that a working project team will be created and that interested Plan Commission members should let him know if they are interested in participating. The start date of

the project is dependent on approval of the City budget.

This item was discussed.

VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

i. Howard Linsmeier; Tract 2 of a CSM Volume 29. Page 179, in SE 1/4 of the NE 1/4, Section 36, T19N, R22E, Town of Cato

ii. Kirk Beeman; Part of Lot 2 Subdivision of E 1/2 of the NW 1/4, Section 13, T19N, R23E City of Manitowoc

iii. Community Development Authority of the City of Manitowoc, located in Blocks 148, 169, and 170 of the Original Plat of the City of Manitowoc and Adjacent Vacated Streets being part of Government Lot 3, Section 30, T19N, R24E, City of Manitowoc

C. Summary of Site Plans:

i. SP 7-2023: City Center Expansion

ii. SP 8-2023: Club Car Wash

VIII. ADJOURNMENT

Moved by Jagemann, seconded by Diedrich, that the meeting be adjourned at 6:18 PM. The motion carried by the following vote:

Aye: 6 - Member Jagemann, Member Hall, Member Koski, Member Steinbrenner, Alderperson Brey and Member Diedrich