



# City of Manitowoc

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

## Meeting Minutes

### Plan Commission

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Wednesday, October 23, 2024

6:00 PM

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

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#### I. CALL TO ORDER

Acting Chairman D. Hornung called the meeting of the City Plan Commission to order at 6:00PM.

#### II. ROLL CALL

**Present:** 5 - Greg Jagemann, Dan Koski, Daniel Hornung, Dave Diedrich and Dennis Steinbrenner

**Absent:** 3 - Mayor Nickels, Curtis Hall and Jim Brey

Staff Present: Paul Braun, Jen Bartz

Others Present: Amy Sonnemann, Hope House; Dominic Marlow - Graef

#### III. APPROVAL OF MINUTES

[24-1925](#) Approval of the Minutes of the September 25, 2024 Plan Commission meeting.

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

**Aye:** 5 - Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Member Steinbrenner

#### IV. PUBLIC HEARINGS

[24-1926](#) PC 16-2024: Hope House of Manitowoc County; Request for an amendment to a Conditional Use Permit for the operation of a Transitional Housing Use located at 1000 S 35th Street.

P. Braun reviewed the location and provided an overview of the request. He stated that the amended Conditional Use Permit would increase the number of residents from 26 to 35. He also stated that any renovations to the building would be in the interior, no exterior changes to the building are planned. A mailing to abutting and adjacent neighbors was sent out one week prior to the meeting and there were no comments received. P. Braun also shared that there were no concerns expressed by the Building Inspection, Police and Fire Departments. He added that the applicant reviewed and accepted the conditions.

D. Koski asked if the amendment affects parking requirements. P. Braun

deferred to the applicant on current parking usage, but D. Hornung stated that he has volunteered at Hope House and parking has never been an issue.

Acting Chairman D. Hornung opened the Public hearing. There were no comments.

P. Braun stated the recommendation is to approve. He went on to summarize the next steps of the conditional use process.

**Moved by Diedrich, seconded by Jagemann, that the Request for an amendment to a Conditional Use Permit for the operation of a Transitional Housing Use located at 1000 S 35th Street be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Member Steinbrenner

[24-1927](#)

PC 17-2024: Analysis of Brownfield Cleanup Alternatives at the former CN Peninsula site located in the 1200 block of Chicago Street, Manitowoc, Wisconsin and the FY25 USEPA Brownfield Cleanup Grant Application

P. Braun provided a brief overview that the City is applying for an EPA grant for Phase 4 at the River Point District. He added that the public hearing is a requirement of the grant application and that the public hearing provides a forum for the public if they have any comments regarding the Analysis of Brownfield Cleanup Alternatives (ABCA). P. Braun stated that the Community Development Department has not received any questions or comments from the public. P. Braun concluded by saying that the Plan Commission does not need to take any formal action.

Acting Chairman opened the public hearing. There were no comments. The Acting Chairman closed the public hearing.

## V. OLD BUSINESS

[24-1332](#)

PC 3-2024: Chapter 15 Zoning Code Rewrite Project Update and Presentation from Graef.

Dominic Marlow from Graef shared a presentation and provided an update on the status of the Zoning Code Rewrite project and next steps. He also provided high level results of the Community Survey. Discussion occurred on several topics related to the zoning code rewrite.

## VII. MISCELLANEOUS

A. Manitowoc County Activities: None

B. Certified Survey Maps (CSM):

1. 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, Wisconsin

C. Summary of Site Plans: None

**VIII. ADJOURNMENT**

**Moved by Diedrich, seconded by Koski, that the meeting be adjourned at 6:42PM.  
The motion carried by the following vote:**

**Aye:** 5 - Member Jagemann, Member Koski, Member Hornung, Member Diedrich and Member Steinbrenner