

**CITY OF TWO RIVERS
PLAN COMMISSION
October 10, 2016**

MINUTES

The meeting was called to order by Chairman Buckley at 5:34 PM.

Present: Chairman Gregory Buckley, David England, Kay Koach, City Engineer Jim McDonald, Jayne Rulseh and Adam Wachowski.

Absent and excused: Adam Becker.

Also present: Troy Christiansen, Jeff Dezeeuw, William and Cheryl Fisher, Kristine Giornalista, Michael Huck, Mickey Judkins, Keith Laurent, Jeff Rochon, Michael Shaum, Kirk Shillcox, Larry Veldre, Bonnie Shimulunas, Councilmember; Marty Marchek, City Planner and Vicky Berg, Recording Secretary.

Review Extraterritorial Certified Survey Map located in the Southwest 1/4 of the Northwest 1/4 of Section 3, Town 19 North, Range 24 East, Town of Two Rivers, Manitowoc County, Wisconsin, submitted by Jeffrey DeZeeuw d/b/a Corner Point, LLC (surveyor)

Motion by Commissioner Wachowski and seconded by Commissioner England to approve the CSM subject to any requirements of the Town of Two Rivers and the County of Manitowoc. Upon a roll call vote, Ayes (6): Buckley, England, Koach, McDonald, Rulseh and Wachowski; Noes (0). Motion carried.

Request for a Right-of-Way Privilege Agreement to allow a four-foot encroachment at the southeast corner of the building at 1402 - 16th Street as part of an alteration plan to provide a safer entrance to the building; and a three-foot encroachment for the existing east entrance serving the upper level of the building, submitted by Keith Laurent (contractor) and Tavern of Waverly, LLC (buyer)

Motion by Commissioner McDonald and seconded by Commissioner Koach to recommend approval of the Agreement subject to any requirements of the City Attorney and forward to Council for their action. Upon a roll call vote, Ayes (6): Buckley, England, Koach, McDonald, Rulseh and Wachowski; Noes (0). Motion carried.

Consider request for a Conditional Use Permit to establish "Lakeshore Rise", an indoor recreational facility, in the I-2 Industrial District at 2614 William Street, submitted by Kirk Shillcox, KSS Endeavors, LLC d/b/a Lakeshore Rise (business owner) and Haskell Properties, LLC (owner)

Discussion included off-street parking because this property has no off-street parking available. The proposed land use shall create some on-street parking, but should not pose a problem for nearby property owners because the adjacent streets have been improved within the last few years.

Also noted, the facility when in use shall have adult supervision at all times.

Motion by Commissioner Koach and seconded by Commissioner England to recommend approval and forwarded to Council for public hearing with the following conditions:

- (a) This Permit shall become effective upon the execution and recording by the Owner of the Premises as acceptance hereof.
- (b) This Permit shall be void unless proper application, pursuant to the Building and Zoning Code of this Municipality, for appropriate Building and Zoning Use Permits in conformity to this Permit, is made within twelve (12) months from the date hereof.
- (c) This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
- (d) Construction and operation of the use permitted shall be in strict conformity to the approved plans filed in connection with the Petition for this Permit and such plans are incorporated herein by reference as if set forth in detail herein.
- (e) Any substantial change or expansion of the facilities permitted by the initial issuance of this Permit would require approval by the Plan Commission and City Council as an amendment to this Permit.
- (f) This Permit is specifically issued to Kirk Shillcox, owner and operator of KSS Endeavors, LLC d/b/a Lakeshore Rise, and shall lapse upon a change in ownership of the subject premises.
- (g) Conditions of Operation:
 - (1) Hours of operation: Monday - Sunday, 8AM - 9PM.
 - (2) Baseball and softball training facility for youth players between the ages of 7 - 18.
 - (3) No outdoor operations.
 - (4) Compliance with any requirement of the Fire Department; and inspection by the Two Rivers Fire Department prior to opening for business.
 - (5) Compliance with any requirements of the State of Wisconsin and Manitowoc County.
 - (6) Signage shall be in accord with the City Sign Code.

Upon a roll call vote, Ayes (6): Buckley, England, Koach, McDonald, Rulseh and Wachowski; Noes (0). Motion carried.

Consider a request to change the zoning from R-1 Single Family Residence District to B-2 Business District for a vacant parcel in the 3100 block of Garfield Street being Parcel Number 231-203-005-6, submitted by Laris Veldre (owner)

Mr. Veldre noted there is no proposed land use for the property at this time. Any future land use shall be based on market demand. The B-2 District has been requested because the District includes a broad list of permitted and conditional uses.

Motion by Commissioner Wachowski and seconded by Commissioner McDonald to recommend approval of the change in zoning and forward to Council for public hearing. Upon a roll call vote, Ayes (6): Buckley, England, Koach, McDonald, Rulseh and Wachowski; Noes (0). Motion carried.

Consider a request to change the zoning from B-1 Business District to Planned Unit Development (PUD) for 1609 - 16th Street, submitted by Jeffrey Rochon (buyer) and Russell Jenkins (owner)

It was noted approval of the change in zoning is a contingency of purchase. The lower level of the existing building cannot be rehabilitated to residential without the change in zoning.

Re-affirming the 1990 build-out plan would allow for a maximum of five four-unit buildings. However, it is Mr. Rochon's intends to submit an amended plan for the property which would decrease the number of buildings and units in the build-out plan.

Motion by Commissioner Wachowski and seconded by Commission Rulseh to recommend approval of the change in zoning to PUD, re-affirm the 1990 plans of record subject to any regulations which may have changed since the 1990 plans were approved and forward to Council for public hearing. Upon a roll call vote, Ayes (6): Buckley, England, Koach, McDonald, Rulseh and Wachowski; Noes (0). Motion carried.

Consider request to amend the City's Comprehensive Plan Land Use Map to change the land use designation from "Government/Institutional/Utilities" to "Mixed Residential (One, Two and Multi-Family)" for 2203 - 12th Street, 2214 - 11th Street, 2216 - 11th Street and a vacant parcel on Victory Street; and change the land use designation from "Existing Urban Development" to "Mixed Residential (One, Two and Multi-Family)" for 1110 Victory Street, submitted by Lakeshore CAP, Inc. and Lac Bay Community Assets, LLC (property owners) and Impact Seven, Inc. (applicant)

Discussion included a brief description of Impact 7 projects; Lakeshore CAP's mission to provide affordable housing for low income families; market demand for low income housing; number of proposed units; property management; neighborhood impacts.

Concerns include increase in traffic, parking, noise, number of buildings/units/people, need to improve infrastructure, snow removal, children safety related to increase in traffic, property value impact and future marketability of the neighborhood.

It was noted this is the first step in the process and several of the above noted concerns shall be discussed in further detail during the plan review process. The plan review process is necessary because the proposed Site Plan will differ from the approved plan of record.

The plan review process includes input from the public and discussion by the Plan Commission prior to the Commission making a recommendation to the City Council. A public hearing shall be held prior to the City Council taking any action on the plan. Property owners within 200 feet of the site shall be notified by mail prior to the Plan Commission meeting and the public hearing conducted by the City Council.

The proposed change in land use designation to the City's Comprehensive Plan to mixed residential would allow one, two or multi-family development on the property. Details related to number of buildings, density, parking, etc., shall be discussed in further detail during the plan review process described above.

Motion by Commissioner England and seconded by Commissioner McDonald to approve the resolution to recommend amending the Comprehensive Plan and forward to Council for public hearing. Upon a roll call vote, Ayes (5): Buckley, England, Koach, McDonald and Rulseh; Noes (1): Wachoswki. Motion carried.

At 7:15 PM motion by Commissioner England and seconded by Commissioner McDonald to adjourn. Upon a voice vote, motion carried.

Vicky Berg, Recording Secretary