



**TWO  
RIVERS**  
WISCONSIN

# PLAN COMMISSION

May 13, 2024 at 5:30 PM

Council Chambers - City Hall, 3rd Floor  
1717 E. Park Street, Two Rivers, WI 54241

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## AGENDA

### 1. CALL TO ORDER

### 2. ROLL CALL

Commission Members: Greg Buckley, Rick Inman, Kay Koach, Kristin Lee, Matt Heckenlaible, Eric Pangburn, Adam Wachowski

### 3. PUBLIC HEARING

A. Public Hearing for Project Plan and Boundary Amendment No. 2 to TID 12

### 4. ACTION ITEMS

B. Adopt Resolution for Project Plan and Boundary Amendment No. 2 to TID 12

C. Request to rezone 1706 16<sup>TH</sup> Street, Parcel 053-000-063-102.05, from Industrial (I-2) to Business (B-1) submitted by Quasius Construction, Inc applicant and Jalapa Marketing LLC, owner.

D. Request for, and possible Amendment to, a Conditional Use Permit for a truck and trailer rental operation (U Haul) at 2521 Jackson Street, submitted by applicant and owner Marty and Kelly Pasek.

E. Request for a Conditional Use Permit for a drive-thru operation at Fast Taco, 3337 Mishicot Road, in the B-1 Business District, submitted by Armando Cruz (Tenant).

F. Review and action on the creation of a Downtown and Waterfront Overlay District

### 4. ADJOURNMENT

*Please note, upon reasonable notice, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Office of the City Manager by calling 793-5532.*

*It is possible that members of and possibly a quorum of governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no other action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*



**Amendment No. 2 to the Project Plan and Boundary  
Tax Incremental District No. 12**

Public Hearing Held at Plan Commission  
Adopted by Plan Commission  
Adopted by City Council  
Approved by Joint Review Board

May 13, 2024  
May 13, 2024

CITY COUNCIL

Mark Bittner  
Doug Brandt  
Shannon Derby  
Bill LeClair  
Darla LeClair

Tim Petri  
Bonnie Shimulunas  
Scott Steckmesser  
Adam Wachowski

PLAN COMMISSION

Gregory Buckley  
Kay Koach  
Eric Pangburn

Rick Inman  
Matt Heckenlaible  
Adam Wachowski

JOINT REVIEW BOARD

Dave Buss, City Representative/ Public Member  
J.J. Gutman, Manitowoc County Representative  
John Lukas, Lakeshore Technical College Representative  
May Kay Slattery, Two Rivers Public Schools Representative

COMMUNITY DEVELOPMENT AUTHORITY(CDA)

AND

BUSINESS AND INDUSTRIAL DEVELOPMENT COMMITTEE (BIDC)

Elizabeth Bittner  
Tracey Koach  
Keith Lyons  
Tom Christensen

Gregory Coenen  
Scott Steckmesser  
Dick Klinkner  
Daniel Wettstein

CITY OFFICIALS

Gregory Buckley, City Manager  
Matt Heckenlaible, Public Works Director/City Engineer  
Elizabeth Runge, Community Development Director/City Planner

FINANCIAL CONSULTANT

Robert W. Baird & Co., Inc.

LEGAL REVIEW PROVIDED BY

Quarles & Brady



Members of the City Council, Plan Commission, Joint Review Board, Community Development Authority/Business and Industrial Development Committee and Interested Citizens

Re: Amendment No. 2 TID No. 12

The City has made significant public investments in the downtown and harbor area which is the area within Tax Incremental District No. 12 (TID No. 12) and the Amended Area in Amendment No. 1. The City has been approached by two investors. One investment is proposed within TID 12 at 1421 Washington Street. The business owner is proposing to expand their existing auto service operation with an investment estimated at \$650,000.

A second investment is being made by the new owner of 1415 16<sup>th</sup> Street. The project is a proposed a six-room boutique inn. The inn will also include spa services, and a lounge available to the public and guests. The investment is estimated at \$1,000,000 for the building. This property is adjacent to TID therefore a boundary amendment is necessary. Redevelopment of blighted properties is the intention of this TID, so amending the TID is a logical extension.

The City wishes to provide financial support to make possible redevelopment activities. TIF grant assistance is proposed in the form of the form of pay-as-you-go to assist with each development. The terms and conditions will be addressed in a development agreement between the City and each project's owner(s) and subject to approval by the City Council.

The TID 12 Amendment also includes these proposed public infrastructure improvements:

- Improvements to the intersection of 15<sup>th</sup>, Jefferson and East River Street;
- Possible pedestrian, bicycling, roadway modifications to Washington, Lake, and 12<sup>th</sup> Street;
- Additional funds for the City owned Pump House to move the visitor center project forward;
- Possible acquisition of blighted properties;
- Interest and other costs of borrowing associated with the financing of the above activities;
- Modifications to the intersection of 15<sup>th</sup> Street, E. River Street and Jefferson Street.

The proposed projects within Amendment No. 2 to TID No. 12 offer redevelopment projects that provide many benefits to the community and are in support of the goals identified in planning documents completed for the City.

I would like to thank members of the Council, Plan Commission, Joint Review Board and Community Development Authority/BIDC who have supported this effort.

Respectfully submitted,

Gregory E. Buckley  
City Manager

## TABLE OF CONTENTS

BACKGROUND ON TAX INCREMENT FINANCING .....	6
PROJECT PLAN AMENDMENT PROCEDURES .....	6
GENERAL DESCRIPTION OF DISTRICT .....	7
AMENDMENT NO. 1: PURPOSE & SUMMARY .....	7
STATEMENT OF FINDINGS RELATIVE TO LEGAL REQUIREMENTS OF WISCONSIN STATUTES.....	8
STATEMENT OF THE KINDS OF PROJECTS AND PROPOSED PROJECT COSTS .....	9
LOCATION OF PROPOSED IMPROVEMENTS .....	10
DESCRIPTION OF FINANCING METHOD .....	10
ECONOMIC FEASIBILITY ANALYSIS.....	11
DEBT SERVICE PLANNING.....	11
PROJECTED LIFE OF TID NO. 12.....	11
EXISTING LAND USES.....	13
FUTURE LAND USES .....	13
COMPREHENSIVE PLAN, OFFICIAL MAP, BUILDING CODE, ZONING CODE AND OTHER CITY ORDINANCES .....	13
STATEMENT OF NO RELOCATION REQUIRED .....	13
NON-PROJECT COSTS .....	13
ADDITIONAL PROJECT COSTS.....	13
FINDINGS, CONCLUSIONS AND RECOMMENDATIONS.....	14

## **TABLES**

### Table

	<u>Page</u>
1 Blight Area Percentage	8
2 Value Increments & Percent of City Equalized Valuation	8
	Follows
	<u>Page</u>
3 Cash Flow Proforma Analysis	11

## **MAPS**

### Map

	Follows
	<u>Page</u>
1 Boundaries and Zoning in TID No. 12	14
2 Project Plan Expenditures	14
3 Existing Land Uses	14
4 Future Land Uses	14
5 Boundaries and Half-Mile Radius	14

## **APPENDIX**

### Appendix

- A Boundary Description of Amendment No.2 to TID No. 12
- B List of Parcels included in Amendment No.2 to TID No. 12 TID No. 12 and Map of Tax Key Numbers
- C Notice of Public Hearing, List of Governmental Entities Levying Taxes within Amendment No. 2 to TID No. 12 and Membership of the Joint Review Board
- D Official Minutes of Joint Review Board
- E Attorney's Opinion
- F Resolutions approving the Project Plan and Creation of Amendment No. 2 to TID No. 12

## **Introduction**

The City plans to use Tax Incremental Financing (“TIF”) as a successful economic development tool by providing public improvements to encourage and promote industrial, commercial, and residential development. The goal is to increase the tax base, to provide for and preserve employment opportunities within the City, and to create and enhance tourism opportunities with the area and the region. The City works with developers and property owners to provide infrastructure improvements and incentives for development. Public infrastructure and property development will be financed by a combination of TIF increments and debt financing.

### **BACKGROUND of PROJECT PLAN AMENDMENT PROCEDURES**

The original Project Plan for TID No. 12 was adopted on September 4, 2018 as a “Blight District”. Amendment No. 1 was adopted February 15, 2021, to amend the boundary and project plan for additional development.

### **AMENDMENT NO. 2: PURPOSE AND SUMMARY**

The purpose of a second amendment is to continue with blight elimination and redevelopment. The City has been approached by two investors. One business owner is located at 1421 Washington Street, which is within the TID, and is proposing the expansion of their existing auto service business. The investment is estimated to be \$650,000. The estimated assessed valuation of the property following this investment is \$676,500. The business owner is requesting a cash grant TIF.

The second project investor is the new owner of 1415 16<sup>th</sup> Street. The owner(s) purchased this vacant building from a bank. The proposed project is a six-room boutique inn. The inn will also offer spa services, and a lounge for the public. The redevelopment costs are estimated to be \$1,000,000. The building estimated assessed valuation of the property following expansion and renovation would be \$730,960. This property is adjacent to but outside the existing TID boundary. An extension of the boundary of the TID to the west is necessary to capture this proposed property. The project investor is requesting cash grant TIF assistance.

The City wishes to provide financial support to make these redevelopment activities possible. TIF grant assistance is proposed in the form of pay-as-you-go for each of the identified redevelopments. The terms and conditions for these cash grants will be addressed in development agreements approved to be by the City Council.

The extension of the boundary for this amendment to TID No. 12 is to include 1415 16<sup>th</sup> Street in order to provide TIF assistance to the above described development. The boundary is also



proposed to extend 1513 and 1509 Washington Street. These parcels are also adjacent to the existing boundary. A new project is proposed for 1509 Washington. Demolition of the existing building has occurred and construction of a franchise coffee shop will begin in June 2024.

Map 1 identifies the updated boundaries reflecting the added parcels of 1415 16<sup>th</sup> Street, 1513 and 1509 Washington Street. The total acres of TID No. 12 has increased from 19.27 acres to 20.26 acres in size. This amendment 2 will increase the territory by 0.988 acres.

Appendix B includes a listing of the parcels identified for Amendment No. 2 to TID No. 12 with tax key numbers. The information also includes parcels that are identified as blighted and public.

STATEMENT OF FINDINGS RELATIVE TO LEGAL REQUIREMENTS OF WISCONSIN STATUTES

Table 1 shows the area added with this amendment and the necessary requirements to demonstrate blight.

**Table 1. Blight Area Percentage**

Total Area of TID 12	Minimum 50% of TID	Blighted Area of TID 12 No.2
20.26 acres	50% x 20.26 acres <b>10.13 acres</b>	11.41 acres <b>56% Blight Area</b>

**Statutory requirement: Minimum 50% of TID area is blighted**

Table 1 shows that including the additional acres added as a part of Amendment No. 2 to TID No. 12, there is now a 55% share of blighted acres within the TID thereby meeting the statutory minimum requirement of a 50% blighted area.

**Table 2. 2023 Value Increments and Percent of City Equalized Valuation**

2023	2023	2023	2023	2023
Total of Existing TIDs	TID No. 12	All TIDs Current Value +	Total City of Two Rivers	Existing TID Value Increments +
Current Value	Value Increment	Value Increment	Equalized Valuation	<b>TID 12% Text</b>
<b>\$62,103,300</b>	<b>\$9,029,200</b>	<b>\$68,400,400</b>	<b>\$805,603,600</b>	<b>5.30%</b>

**Statutory Requirement:**

**Valuation of TID No. 12 plus the value increment of all existing TIDs may not exceed 12% of the total City equalized valuation.**

Appendix C: Contains proof of publication required for TID amendments. Also included in the Appendix is a list of all local government entities having the power to levy taxes including the school districts which tax property located within the TID. These entities were notified prior to the publication of the public notice.

Appendix D: Minutes of the Joint Review Board meetings are included in.

Appendix E: Attorney's Opinion letter upon review of Amendment No. 2 to TID No. 12

Appendix F: Resolutions approving the Project Plan and Boundaries and amending the District.

**STATEMENT OF THE KINDS OF PROJECTS AND PROPOSED PROJECT COSTS**

The City of Two Rivers proposes to provide funding for the following projects. The estimates of the project costs are based on the best available information. Any assistance will be made depending on the approval of the City Council and financial feasibility.

**1. 1421 Washington Street**

Estimated Total Cost: \$150,000

The business owner is proposing to expand their existing auto service operation with an investment estimated at \$650,000. This property is within the existing boundary of TID 12. The service building will be expanding 2,460 feet. It will be steel framed and wood stud framing. The expansion and renovation will expand a service bay, add two restrooms, an employee break room, office space, storage and mechanical room, and more display space for merchandise.

The City proposes a \$150,000 cash grant to assist with the expansion and addition to this business. For this assistance, a development agreement would be entered into with detailed terms, conditions and obligations to be met before any cash grant payments would be paid. The agreement would require approval by the City Council.

**2. 1415 16<sup>th</sup> Street**

Estimated Total Cost: \$130,000

The business owner is proposing the redevelopment of a blighted property into a six-room boutique inn. The inn will also include spa services, and a lounge also available to the public. The building redevelopment is anticipated to cost \$1,000,000. This property is adjacent to, but outside the TID boundary and therefore a TID Boundary amendment is necessary for this project.

The City proposes a \$130,000 cash grant to assist with the redevelopment of this blighted property. For this assistance, a development agreement would be entered into with detailed terms, conditions and obligations to be met before any cash grant payments would be paid. The agreement would require approval by the City Council.

### **Public Project Expenditures**

The projects below are offered as additional public and project expenditures. The costs are estimates only.

#### **3. High Lift Building**

Estimated Cost: \$200,000

Located at the southeast corner of Lake, 12th, and Washington Street intersection, this building is identified as a future visitor and welcome center. Therefore, further support for rehabilitating this building is warranted.

#### **4. Intersection of 15<sup>th</sup>, Jefferson, and East River Streets**

Estimated Cost: \$500,000

A review of this intersection and design solutions to address the safety issues that are due to the blocked views of traffic when turning from 15<sup>th</sup> Street. Construction, landscaping, and other costs associated with changes made to this intersection adjacent areas resulting from these changes fall within this expenditure.

#### **5. Intersection of Lake, Washington and 12<sup>th</sup> Streets**

Estimated Cost: \$100,000

Pedestrian and bicycling access and crossing concerns exist at this intersection therefore additional funds are estimated to address these safety issues.

#### **6. Acquisition of Property(s)**

Estimated Cost: \$250,000

Updates within this TID for infrastructure improvements or execution of projects could necessitate the acquisition of vacant, blighted properties within the TID.

#### **7. Assistance to Businesses**

Estimated Cost: \$50,000

Future grants for improvements to the building, or infrastructure serving the building/business.

#### **8. Administrative, Legal and Financial Costs**

Estimated Total Cost: \$10,000

Administrative, legal and financial costs include the costs of those activities to support this proposed Amendment No. 2 to TID 12 such as City staff labor, legal services, financing costs, and audit services and costs involved in preparing the Project Plan.

**Table 4. Summary of TID Amendment No.2 TID 12**

Proposed Projects	Estimated Expenditures
<b>1421 Washington Street</b>	\$150,000
<b>1415 16<sup>th</sup> Street</b>	\$130,000
<b>High Lift Building (located at corner of Lake &amp; Washington Street)</b>	\$200,000
<b>Intersection of 15<sup>th</sup>, Jefferson, and East River Streets</b>	\$500,000
<b>Intersection of Lake, Washington, and 12<sup>th</sup> Streets</b>	\$100,000
<b>Acquisition of Property(s)</b>	\$250,000
<b>Assistance to Businesses</b>	\$50,000
<b>Administrative, Legal and Financial Costs</b>	\$10,000
<b>Total</b>	<b>\$1,390,000</b>

LOCATION OF PROPOSED IMPROVEMENTS

The general location of the proposed projects as described above are shown on Map 2.

This plan is not meant to be a budget nor an appropriation of funds for specific projects, but a framework within which to manage projects. All costs included in this plan are estimates based on the best information available. The City retains the right to delete or pursue future projects listed in this amendment as they are authorized by the City Council without amending the Plan.

The Plan authorizes the expenditure of funds for project costs within a one-half mile radius of the TID boundary.

DESCRIPTION OF FINANCING METHOD

To accomplish the expenditures identified in this Amendment Number 2 Project Plan, the City will need capital totaling at least \$180,000. The source for this capital will be borrowing, likely through a loan from the State Trust Fund Program administered by the Board of Commissioners of Public Lands.

For the additional expenditures for the various projects identified the City reserves the right to issue tax incremental bonds, notes or general obligation bonds or during the life of Amendment No. 2 to TID No. 12 to pay project costs. The additional project costs/expenditures proposed in this amendment described herein may be considered if financially feasible.

### ECONOMIC FEASIBILITY ANALYSIS

The economic feasibility of financing project costs depends on the ability of the City to pay such costs from tax revenues generated from the new development anticipated in Amendment No. 2 to TID No. 12. Such financing appears economically feasible based on the tax increment projections set forth in pro forma within this document.

Additional tax base growth within the District is not assumed for purposes of this analysis.

### DEBT SERVICE PLANNING

The cash flow proforma analysis proposes funding for the two projects to the investor projects described on page 9, based on funds available from TID No. 12. Any advances to the City or a developer for such expenses are assumed to be reimbursed over the life of the TID.

### PROJECTED LIFE OF TID NO. 12

Assuming no change in tax rates, and no inflationary adjustments in the value of properties within the District, for the life of the District, the cash flow proforma shows Amendment No. 2 to TID No. 12 producing sufficient revenues to meet all of the District's obligations by 2039 and 2042, respectively, for the projects receiving Pay Go assistance within the timeline of the creation of the District. Current statutes would allow TID No. 12 to continue for up to 27 years from its creation, which would terminate the District in the year 2045. However, the District can be terminated when all project costs have been paid by revenue from the tax increments.

Suaves Auto - 0.00%



## City of Two Rivers Tax Increment District No. 12 Hypothetical Cash Flow Proforma Analysis - Suaves Auto

Assumptions		
Annual Inflation During Life of TID.....		0.00%
2023 Gross Tax Rate (per \$1000 EV).....	\$18.43	
Annual Adjustment to tax rate.....		0.00%
Investment rate.....		0.00%
Data above dashed line are actual		

Example Developer Grant	
\$150,000	
Developer Outlay / Repayment	
Beginning October 1, 2025	
Developer Outlay.....	\$150,000
Total Int. Due to Developer.....	\$0
Total Payments to Developer..	\$150,000
Shortfall to Developer.....	\$0

Year	Background Data				Revenues			Expenditures				TID Status			Year	
	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)		(o)
	TIF District Valuation (January 1)	Construction Increment	TIF Increment Over Base	Tax Rate	Tax Revenue	Investment Proceeds	Total Revenues	Developer Outlay	Interest Due to Developer	Annual (Shortfall)/ Surplus	Balance Due to Developer	Payment to Developer	Annual Balance	Year End Cumulative Balance		Cost Recovery
	<b>Base Value</b> <b>\$148,500</b>								<b>EST. RATE=</b> <b>0.00%</b>							
2024	\$148,500		\$0	18.43	\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0		2024
2025	\$148,500	\$528,000	\$528,000	18.43	\$0	\$0	\$0	\$150,000	\$0	(\$150,000)	(\$150,000)	\$0	\$0	\$0		2025
2026	\$676,500		\$528,000	18.43	\$0	\$0	\$0		\$0	\$0	(\$150,000)	\$0	\$0	\$0		2026
2027	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$140,271)	\$9,729	\$0	\$0		2027
2028	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$130,541)	\$9,729	\$0	\$0		2028
2029	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$120,812)	\$9,729	\$0	\$0		2029
2030	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$111,083)	\$9,729	\$0	\$0		2030
2031	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$101,353)	\$9,729	\$0	\$0		2031
2032	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$91,624)	\$9,729	\$0	\$0		2032
2033	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$81,895)	\$9,729	\$0	\$0		2033
2034	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$72,165)	\$9,729	\$0	\$0		2034
2035	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$62,436)	\$9,729	\$0	\$0		2035
2036	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$52,707)	\$9,729	\$0	\$0		2036
2037	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$42,978)	\$9,729	\$0	\$0		2037
2038	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$33,248)	\$9,729	\$0	\$0		2038
2039	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$23,519)	\$9,729	\$0	\$0		2039
2040	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$13,790)	\$9,729	\$0	\$0		2040
2041	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$9,729	(\$4,060)	\$9,729	\$0	\$0		2041
2042	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$4,060	\$0	\$4,060	\$5,669	\$5,669	Expenditures Recovered	2042
2043	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$0	\$0	\$0	\$9,729	\$15,398	Expenditures Recovered	2043
2044	\$676,500		\$528,000	18.43	\$9,729	\$0	\$9,729		\$0	\$0	\$0	\$0	\$9,729	\$25,128	Expenditures Recovered	2044
2045				18.43	\$9,729	\$0	\$9,729		\$0	\$0	\$0	\$0	\$9,729	\$34,857	Expenditures Recovered	2045
2046				18.43	\$9,729	\$0	\$9,729		\$0	\$0	\$0	\$0	\$9,729	\$44,586	Expenditures Recovered	2046
					\$194,586	\$0	\$194,586	\$150,000	\$0	\$0	\$0	\$150,000				

Type of TID: Blight Elimination

- 2018 TID Inception (9/4/2018)
- 2040 Final Year to Incur TIF Related Costs
- 2045 Maximum Legal Life of TID (27 Years)
- 2046 Final Tax Collection Year

(1) Increment per City Estimates.



## City of Two Rivers Tax Increment District No. 12 Hypothetical Cash Flow Proforma Analysis - Boutique Inn

Assumptions	
Annual Inflation During Life of TID.....	0.00%
2023 Gross Tax Rate (per \$1000 EV).....	\$18.43
Annual Adjustment to tax rate.....	0.00%
Investment rate.....	0.00%
Data above dashed line are actual	

Example Developer Grant	
\$130,000	
Developer Outlay / Repayment	
Beginning October 1, 2025	
Developer Outlay.....	\$130,000
Total Int. Due to Developer.....	\$0
Total Payments to Developer..	\$130,000
Shortfall to Developer.....	\$0

Background Data				Revenues			Expenditures					TID Status				
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	Year	
TIF District Valuation <i>(January 1)</i>	Construction Increment <i>(1)</i>	TIF Increment Over Base	Tax Rate	Tax Revenue	Investment Proceeds	Total Revenues	Developer Outlay	Interest Due to Developer	Annual (Shortfall)/ Surplus	Balance Due to Developer	Payment to Developer	Annual Balance	Year End Cumulative Balance <i>(December 31)</i>	Cost Recovery		
Base Value \$177,500																
EST. RATE= 0.00%																
2024	\$177,500		\$0	\$18.43	\$0	\$0			\$0	\$0	\$0		\$0	\$0		2024
2025	\$177,500	\$553,460	\$553,460	\$18.43	\$0	\$0	\$130,000	\$0	(\$130,000)	(\$130,000)	\$0	\$0	\$0	\$0		2025
2026	\$730,960		\$553,460	\$18.43	\$0	\$0		\$0	\$0	(\$130,000)	\$0	\$0	\$0	\$0		2026
2027	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$119,802)	\$10,198	\$0	\$0	\$0		2027
2028	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$109,603)	\$10,198	\$0	\$0	\$0		2028
2029	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$99,405)	\$10,198	\$0	\$0	\$0		2029
2030	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$89,206)	\$10,198	\$0	\$0	\$0		2030
2031	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$79,008)	\$10,198	\$0	\$0	\$0		2031
2032	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$68,809)	\$10,198	\$0	\$0	\$0		2032
2033	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$58,611)	\$10,198	\$0	\$0	\$0		2033
2034	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$48,412)	\$10,198	\$0	\$0	\$0		2034
2035	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$38,214)	\$10,198	\$0	\$0	\$0		2035
2036	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$28,015)	\$10,198	\$0	\$0	\$0		2036
2037	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$17,817)	\$10,198	\$0	\$0	\$0		2037
2038	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$10,198	(\$7,618)	\$10,198	\$0	\$0	\$0		2038
2039	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198	\$0	\$7,618	\$0	\$7,618	\$2,580	\$2,580	Expenditures Recovered		2039
2040	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$12,778	Expenditures Recovered		2040
2041	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$22,977	Expenditures Recovered		2041
2042	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$33,175	Expenditures Recovered		2042
2043	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$43,374	Expenditures Recovered		2043
2044	\$730,960		\$553,460	\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$53,572	Expenditures Recovered		2044
2045				\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$63,771	Expenditures Recovered		2045
2046				\$18.43	\$10,198	\$0	\$10,198				\$0	\$10,198	\$73,969	Expenditures Recovered		2046
		\$553,460			\$203,969	\$0	\$203,969	\$130,000	\$0	\$0	\$130,000					

Type of TID: Blight Elimination

- 2018 TID Inception (9/4/2018)
- 2040 Final Year to Incur TIF Related Costs
- 2045 Maximum Legal Life of TID (27 Years)
- 2046 Final Tax Collection Year

**(1)** Increment per City Estimates.

### EXISTING LAND USES

Map 3 identifies existing land uses in Amendment No. 2 to TID No. 12

### FUTURE LAND USES

Map 4 shows future land uses in Amendment No. 2 to TID No. 12. As recommended in the Land Use Plan Element of the City currently adopted Comprehensive Plan.

### COMPREHENSIVE PLAN, OFFICIAL MAP, BUILDING CODE, ZONING CODE AND OTHER CITY ORDINANCES

At this time there are no proposed changes to the comprehensive plan, the official map, zoning code or ordinances; however, the City reserves the right to make any necessary changes or amendments to the above-listed regulations as circumstances may require. Any Comprehensive Plan or zoning map amendments would follow all necessary procedures required within those regulations.

### STATEMENT OF NO RELOCATION REQUIRED

The City does not anticipate the need to relocate persons or businesses in conjunction with this Amendment Number 2. In the event of relocation or the acquisition of property by eminent domain becomes necessary during the implementation period, the City will follow applicable state statutes in Chapter 32.

### NON-PROJECT COSTS

Amendment No. 2 to TID No. 12 does not include any non-project costs.

### ADDITIONAL PROJECT COSTS

The City of Two Rivers reserves the right to further amend this Project Plan to include additional projects and project costs which are not anticipated at this time, and/or to add or delete territory in accord with State Statutes.

Any eligible projects may be included to the extent that their costs would be reimbursed through future TID revenues over the maximum life of TID No. 12 if such project costs are made by the City during the expenditure period of TID No. 12.

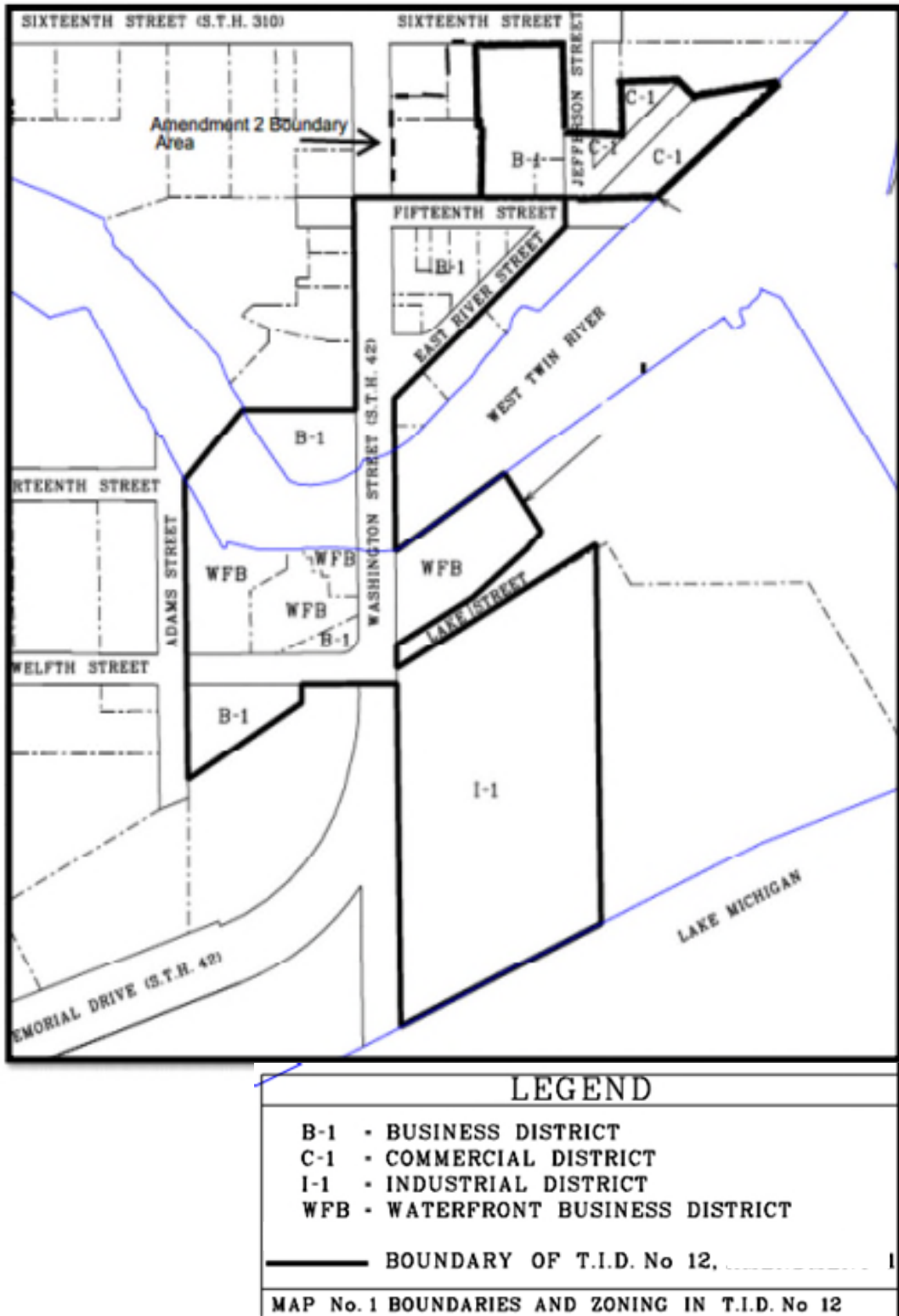


## FINDINGS, CONCLUSIONS AND RECOMMENDATIONS

Based upon the evaluation and facts included in Amendment No. 2 to TID No. 12, the following findings, conclusions and recommendations are made:

- Eliminating blight and the additional parcels identified in the added territory proposed in Amendment No. 2 to TID No. 12 is appropriate for tax incremental financing and will promote the orderly development of the City.
- Redevelopment of the project locations and projects included within the area proposed in Amendment No. 2 to TID No. 12 implements the City's Comprehensive Plan and Waterfront Access Concept Plan and promotes orderly development.
- Improvement of the area in the amended TID No. 12 is likely to significantly enhance the value of all the other properties in TID No. 12.
- The project costs provided from this Amendment No. 2 to TID No. 12 relates directly to eliminating blight.
- Providing a cash grant in accord with a properly reviewed and approved Development Agreement is an eligible project cost.
- Amendment No. 2 to TID No. 12 will encourage private investment at the 1421 Washington Street and 1415 16<sup>th</sup> Street properties and will provide additional tax revenue to the city.
- Based upon the current status of the project, 1415 16<sup>th</sup> Street property in TID No. 12 as shown in Appendix B, Amendment No. 2 to TID No. 12 is declared to be a "Blight Elimination and Redevelopment District". This declaration is based upon the fact that there is a predominance of blighted properties within the District.
- Based upon the above findings and conclusions, it is recommended that this Project Plan and Boundaries for Amendment No. 2 to TID No. 12 be adopted in accordance with the applicable statutes by formal resolutions of the City of Two Rivers Plan Commission and City Council.
- It is also recommended that this Project Plan and Boundaries for Amendment No. 2 to TID No. 12 be adopted in accordance with the applicable statutes by action of the Joint Review Board overseeing Amendment No. 2 to TID No. 12.

Map 1. TID Boundary and Proposed Amended Area Identified



## Appendix

### Added Territory

Parcel Number	Location	Acres
053-000-071-074.09	1509 Washington	0.643
'053-000-071-061.07	1513 Washington Street	0.138
053-000-071-040.03	1415 16th Street	0.207 --- Blighted
<b>Total</b>		0.988

## PLAN COMMISSION RESOLUTION

### **Adopting Amendment No.2 to the Project Plan and Boundaries of Tax Increment District (TID) No. 12, City of Two Rivers, Wisconsin**

**WHEREAS**, on 8th day of February 2021, the City Council adopted Amendment No 1. to the Project Plan and Boundary to TID No. 12 to redevelop approximately 16.71 acres for blight elimination in downtown and waterfront areas; and

**WHEREAS**, the City has been approached by two business owners for two projects, with requests for TIF assistance one at 1421 Washington Street, inside the TID Boundary and another 1415 16<sup>th</sup> Street, outside the boundary, requiring a boundary amendment to TID 12; and

**WHEREAS**, Amendment No. 1 to Project Plan for TID No. 12 did not contain costs related to the above two projects; and

**WHEREAS**, these new projects require that the Project Plan and Boundaries of TID No. 12 be amended which will result in an increase of territory by 0.988 acres; and

**WHEREAS**, the Project Plan includes cash grant assistance of \$150,000 to the 1421 Washington project and \$130,000 to the 1415 16<sup>th</sup> Street project, in the form of pay-as-you-go; and

**WHEREAS**, the Project Plan also includes public expenditures for the City-owned Pump House/High Lift building as future use as a visitor and welcome center; roadway and intersection safety improvements at 15<sup>th</sup>, Jefferson, and E. River Streets and the intersection of Lake, Washington and 12<sup>th</sup> Streets; possible acquisition of property(s) to implement harbor and comprehensive plans and administrative, grants for improvements to buildings, or infrastructure serving the building/businesses, and legal and financial costs; and

**WHEREAS**, project costs may also be made outside of, but within one-half mile radius of the District pursuant to Wisconsin Statutes and as identified in the Project Plan Amendment; and

**WHEREAS**, on May 13, 2024 the Plan Commission held a public hearing at which all interested parties were afforded a reasonable opportunity to express their views on proposed Amendment No. 2 to the Project Plan and Boundaries of TID No. 12; and

**NOW THEREFORE, BE IT RESOLVED** that the Plan Commission makes the following findings regarding Amendment No. 1 to the Project Plan and Boundaries of TID No. 12:

1. The Amended Project Plan is financially feasible;
2. The Amended Project Plan is in conformity with the City's adopted Comprehensive Plan;
3. The Amended Project Plan and Boundaries will promote the orderly development of the City because it will provide funding to a redevelop blighted property into an active, functioning business;

4. The equalized value of the taxable property in TID No. 12, as amended, plus the value increment of all existing tax incremental districts in the City does not exceed 12% of the total equalized value of property within the City.

**BE IT FURTHER RESOLVED** that Amendment No. 2 to the Project Plan and Boundaries of Tax Incremental District No. 12 is hereby adopted and recommended to the City Council for adoption subject to any revisions required by legal counsel.

Passed and adopted this 13th day of May 2024.

---

Plan Commissioner



**TWO RIVERS**  
WISCONSIN

**LAND DEVELOPMENT APPLICATION**

APPLICANT Quasius Construction, Inc TELEPHONE (920) 377-1560

MAILING ADDRESS 1202A North 8th Street Sheboygan WI 53081  
(Street) (City) (State) (Zip)

PROPERTY OWNER Jalapa Marketing, LLC TELEPHONE (920) 226-1786

MAILING ADDRESS 916 Mulberry Lane Kohler WI 53044  
(Street) (City) (State) (Zip)

REQUEST FOR:

- |  |  |
|--|--|
| <input type="checkbox"/> Comprehensive Plan Amendment      | <input type="checkbox"/> Conditional Use           |
| <input type="checkbox"/> Site/Architectural Plan Approval  | <input type="checkbox"/> Annexation Request        |
| <input type="checkbox"/> Subdivision Plat or CSM Review    | <input type="checkbox"/> Variance/Board of Appeals |
| <input checked="" type="checkbox"/> Zoning District Change | <input type="checkbox"/> Other                     |

STATUS OF APPLICANT:  Owner  Agent  Buyer  Other

PROJECT LOCATION 1706 16th Street, Two Rivers WI 54241 TYPE OF STRUCTURE Existing: CMU Block & Wood Framing

PRESENT ZONING I-1 REQUESTED ZONING B-1

PROPOSED LAND USE Existing C-Store & Proposed Restaurant Addition

PARCEL # 05300006310205 ACREAGE .38

LEGAL DESCRIPTION T19N R24E S01 SE-NW

**NOTE: Attach a one-page written description of your proposal or request.**

The undersigned certifies that he/she has familiarized himself/herself with the state and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct.

Signed  Date 4/23/24  
(Property Owner)

Fee Required

- \$ 350 Comprehensive Plan Amendment
- \$ t/b/d Site/Architectural Plan Approval (Listed in Sec 1-2-1)
- \$ t/b/d CSM Review (\$10 lot/\$30 min)
- Subdivision Plat (fee to be determined)
- \$ 350 Zoning District Change
- \$ 350 Conditional Use
- \$ t/b/d Annexation Request (State Processing Fees Apply)
- \$ 350 Variance/Board of Appeals
- \$ t/b/d Other

Schedule

- Application Submittal Date \_\_\_\_\_
- Date Fee(s) Paid \_\_\_\_\_
- Plan(s) Submittal Date \_\_\_\_\_
- Plan Comm Appearance \_\_\_\_\_

\$ \_\_\_\_\_ TOTAL FEE PAID APPLICATION, PLANS & FEE RECEIVED BY \_\_\_\_\_

## 16<sup>th</sup> & Monroe BP Station & Convenience Store Rezoning Request:

**Project Location:** 1706 16<sup>th</sup> Street, Two Rivers WI 54241

**Parcell ID & Current Zoning:** 05300006310205, I-1

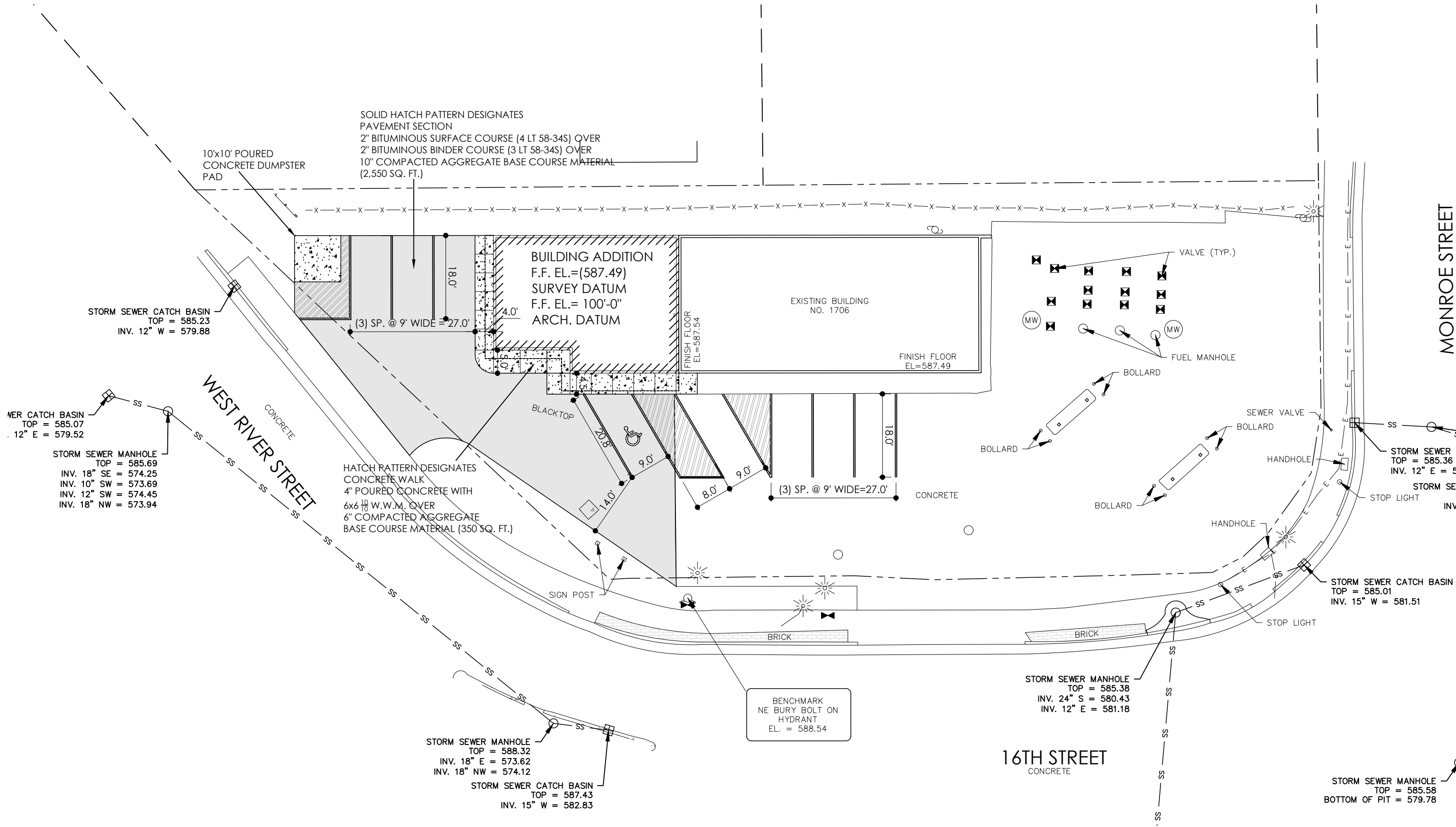
**Requested Zoning:** B-1

### **Current Property Use:**

Parcell number 05300006310205, located on the Northwest corner of the 16<sup>th</sup> & Monroe intersection is currently in operation as a BP Gas Station & Convenience Store. The property is currently zoned as I-1, under the Industrial District.

### **Proposed Property Use:**

Acting as representation on behalf of the property Owner, Jalapa Marketing LLC, Quasius Construction is requesting to have this property rezoned as B-1 under the Business District. Rezoning the property as B-1 would allow for a Restaurant to be operated on the property as a permitted use & Gas Station/Convenience Stores to be operated under a conditional use. The property Owner intends to keep the BP Gas Station & Convenience Store in operation, while adding an approximately 1,000sf addition on the Southwest corner of the building to open a separate Restaurant business. The Owner has a proven portfolio of successfully running restaurant/convenience store combination locations in other communities, including multiple locations in Sheboygan & the newly constructed Jmart & Spices Restaurant in Manitowoc.





# PROPOSED ADDITION FOR: CLARK GAS STATION

1706 16TH STREET WISCONSIN 54241

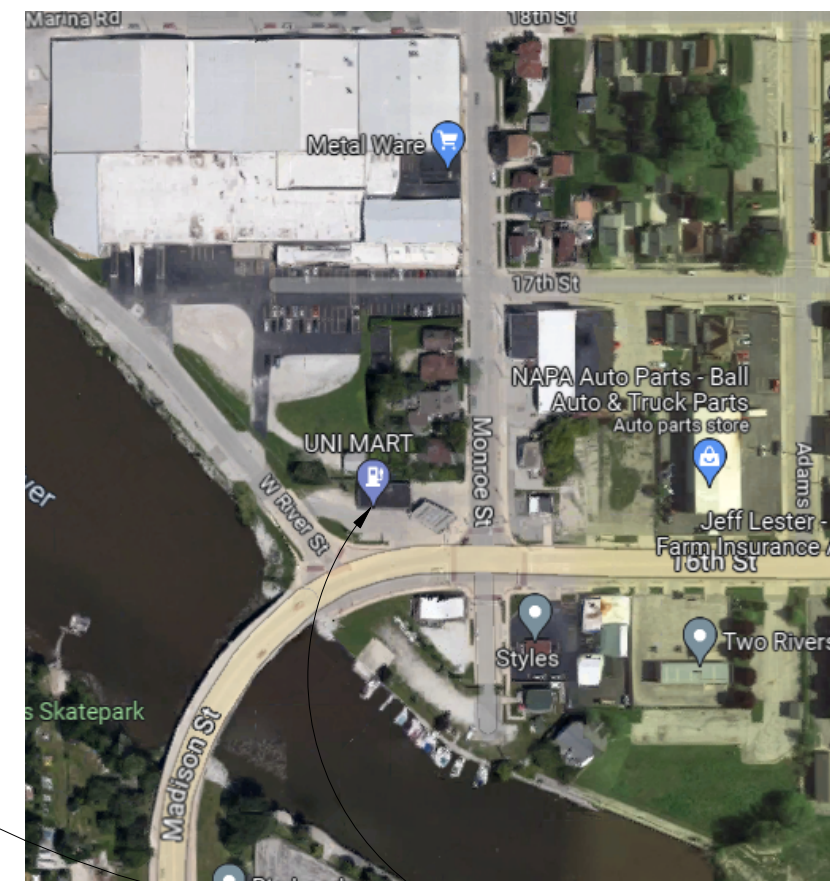
**INTEGRITY**  
ENGINEERING & DESIGN, LLC  
2637 Tulip Lane Green Bay, WI 54313  
E-mail: info@integrityengineering.biz  
www.integrityengineering.biz  
Phone: (920) 469-9288  
Fax: (920) 469-6809  
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## SITE LOCATION MAP



## SITE MAP



**PROJECT LOCATION:**  
1706 16TH ST.  
TWO RIVERS, WI, 54241

## GENERAL CONDITIONS:

THESE PLANS ARE PRESENTED TO LEAD A HIGH QUALITY DESIGN/BUILD TEAM. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE TO PROVIDE EXCELLENT DESIGN, BUILDING MATERIALS, AND CRAFTSMANSHIP WHICH WE CAN ALL BE PROUD OF. WE ENCOURAGE YOU TO PROVIDE EXPERTISE IN YOUR CHOSEN FIELD AND TO BRING IDEAS AND CONCERNS TO THE ATTENTION OF THE GENERAL CONTRACTOR.

THESE DRAWINGS COVER STRUCTURAL AND GENERAL CONSTRUCTION ONLY. ALL WORK SHALL CONFORM TO STANDARD PRACTICES AND APPLICABLE LAWS, WHETHER THEY ARE SPECIFICALLY STATED IN THESE PLANS OR NOT.

EACH CONTRACTOR SHALL:

- VISIT THE SITE TO VERIFY EXISTING CONDITIONS, ACCESS, ETC. PRIOR TO BIDDING
- MAINTAIN A CLEAN JOBSITE AT ALL TIMES.
- OBTAIN AND PAY FOR PERMITS, LICENSES, FEES, ETC. AS MAY BE REQUIRED FOR COMPLETION OF HIS OWN PORTION OF THE PROJECT.
- FIELD VERIFY DIMENSIONS.
- REPORT ANY DISCREPANCY NOTED BETWEEN THESE PLANS AND APPLICABLE CODES TO THE GENERAL CONTRACTOR.
- PROVIDE ALL BARRIERS, FENCES, SAFETY EQUIPMENT AND PRECAUTIONS REQUIRED BY APPLICABLE LAW AND STANDARD PRACTICES.

ALL MATERIALS SHALL BE INSTALLED PER MANUFACTURERS REQUIREMENTS AND RECOMMENDATIONS.

ANY HAZARDOUS MATERIALS ENCOUNTERED DURING DEMOLITION, REMODELING, OR EXCAVATION SHALL BE REMOVED AND/OR CONTAINED IN ACCORDANCE WITH GOVERNING LOCAL, STATE, AND FEDERAL REGULATIONS.

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### QUICK SPEC SHEET

TO MAKE THIS PLAN MORE CONTRACTOR FRIENDLY, WE HAVE PREPARED IT WITH OUR QUICK SPEC SHEET.

THE WRITTEN SPEC SHEET IS GENERAL AND DOES NOT GO INTO DEPTH TO REITERATE STANDARD, PRACTICES, OR APPLICABLE LAWS. IT IS WRITTEN IN AN EASY TO READ FORMAT. THE SPECIFICATION IS SPLIT INTO APPROPRIATE SECTIONS AND LISTED ON THE SHEET.

SPECIFIC CASES THAT CANNOT BE DESCRIBED IN A GENERAL SPEC ARE NOTED ON THE PLANS. IF THERE IS A DISCREPANCY BETWEEN THE PLAN AND THE GENERAL SPEC, THE PLAN NOTES WILL SUPERSEDE THE GENERAL SPEC.

CALL 3 WORK DAYS BEFORE YOU DIG

**(800) 242-8511**  
FAX (800) 388-3860  
WEBSITE: www.diggershotline.com

## PROJECT DATA

**BUILDING CODE: IBC 2015**  
(WITH WISCONSIN AMENDMENTS)

### OWNER INFORMATION

OWNER:  
CONTACT:

### PROJECT LOCATION

ADDRESS: 1706 16TH STREET  
CITY, STATE, ZIP: TWO RIVERS, WI, 54241.

### DESIGN TEAM

ARCHITECTURAL: INTEGRITY ENGINEERING  
CONTACT: GAVIN GILLETTE,  
EMAIL: GAVIN@INTEGRITYENGINEERING.BIZ

STRUCTURAL: INTEGRITY ENGINEERING  
CONTACT: GAVIN GILLETTE,  
EMAIL: GAVIN@INTEGRITYENGINEERING.BIZ

CIVIL: N/A  
CONTACT:

PLUMBING: N/A  
CONTACT:

ELECTRICAL: N/A  
CONTACT:

### BUILDING SIZE:

EXISTING AREA FIRST FLOOR (SQ. FT.):	1,900
RENOVATED AREA - FIRST FLOOR (SQ. FT.):	500 (OR LESS)
ADDITION AREA - FIRST FLOOR (SQ. FT.):	1,210
ALLOWABLE AREA PER FLOOR (SQ. FT.):	18,500
NUMBER OF STORIES:	1
EAVE HEIGHT:	EXISTING
MAXIMUM OVERALL HEIGHT:	EXISTING
FIRE AREA (SQ. FT.):	EXISTING

### CONSTRUCTION CLASSIFICATION:

EXISTING - TYPE: EXISTING  
NEW - TYPE: VB

ADDITION

### OCCUPANCY:

B, M - LESS THAN 99 OCCUPANTS  
NO CHANGE OF OCCUPANCIES

### DESIGN LOADS: PER IBC 2015, CHAPTER 16

P <sub>s</sub> = ULTIMATE DESIGN WIND SPEED =	35 PSF
WIND EXPOSURE =	B
SEISMIC CATEGORY =	A
SOIL BEARING PRESSURE =	2000 PSF PRESUMED
RISK CATEGORY =	II

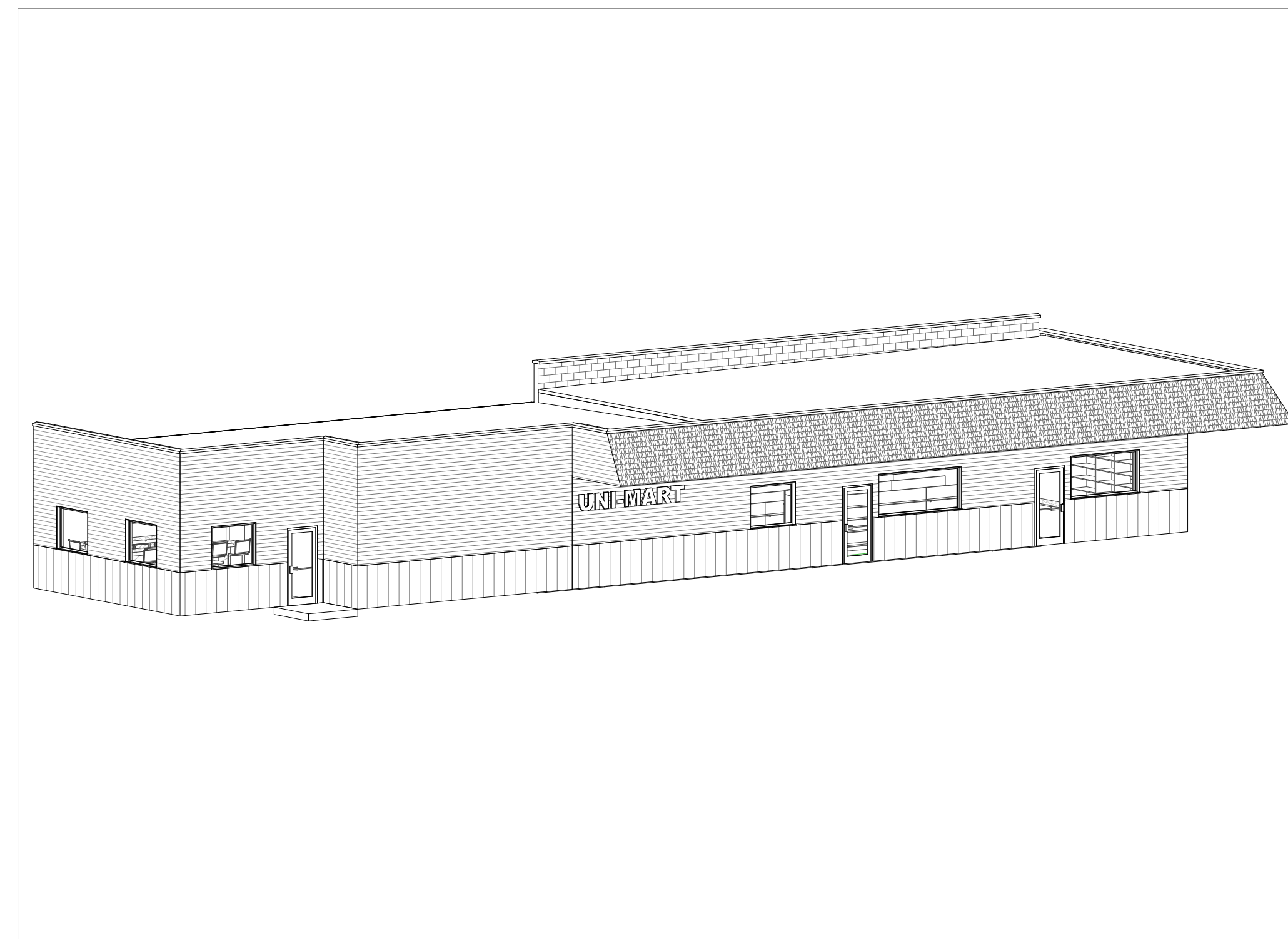
### FIRE PROTECTION SYSTEMS

AUTOMATIC FIRE SPRINKLER SYSTEM - NOT REQUIRED  
STANDPIPE SYSTEMS - NOT REQUIRED SEE IBC 905  
FIRE ALARM SYSTEM - NOT REQUIRED SEE IBC 907  
SMOKE DETECTORS - INSTALL PER APPLICABLE CODES  
EXIT SIGNS - PROVIDE EXIT SIGNS PER IBC SECTION 1013  
FIRE EXTINGUISHERS - INSTALL PER NFPA 1 AND APPLICABLE LOCAL CODES

## SHEET INDEX

Sheet Number	Sheet Name
<b>1-TITLE SHEETS</b>	
T1.0	COVER SHEET
T1.1	SPECIFICATIONS
T1.3	ADA DETAILS
T1.4	RATED ASSEMBLIES
<b>2-CIVIL SHEETS</b>	
C1.0	SITE PLAN
<b>3-DEMO / EXISTING SHEETS</b>	
D1.0	DEMO / EXISTING PLAN
<b>4-STRUCTURAL PLANS</b>	
S1.0	FOUNDATION PLAN
S2.0	FOUNDATION DETAILS
S3.0	ROOF FRAMING PLAN
<b>5-ARCHITECTURAL SHEETS</b>	
A1.0	FLOOR PLAN
A1.2	REFLECTED CEILING PLAN
A1.3	ROOF PLAN
A2.0	ELEVATIONS
A2.1	INTERIOR ELEVATIONS
A3.0	BUILDING SECTION
A3.1	WALL SECTIONS
A4.0	SCHEDULES, DIAGRAMS AND DETAILS

## PERSPECTIVE VIEW



### MATERIAL LEGEND

LUMBER	BRICK	COMPACTED FILL	RIGID INSULATION
BATT INSULATION	PLYWOOD	CONCRETE	

## SYMBOLS LEGEND

SPOT ELEVATION XXX.X	EXISTING SPOT ELEVATION + XXX.X	ROOM NAME/NUMBER ROOM NAME (XXX)	ELEVATION XXXX ELEV: XXX'XXX"	NEW MASONRY WALL	NEW STUD WALL	DEMOLISH WALL	EXISTING WALL	NEW STUD WALL IN REMODELED SPACE
(XXX) DOOR NUMBER	(X) COLUMN LINE	(E) EXISTING COLUMN LINE	FE FIRE EXTINGUISHER	# WINDOW IDENTIFICATION	(X) WALL TYPE			

<p>SECTION NUMBER SHEET NUMBER ON WHICH SECTION WILL BE FOUND</p> <p>DETAIL SCALE: 1" = 1'-0"</p>	<p>DETAIL IDENTIFICATION</p> <p>DETAIL NUMBER SHEET NUMBER</p>	<p>REVISION</p>	<p>PLAN DETAIL REFERENCE</p> <p>DETAIL NUMBER SHEET NUMBER ON WHICH DETAIL WILL BE FOUND AREA INCLUDED IN DETAIL</p>
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PROPOSED ADDITION FOR:

**CLARK GAS STATION**

1706 16TH STREET  
TWO RIVERS

WISCONSIN 54241

PRELIMINARY DRAWINGS NOT FOR CONSTRUCTION

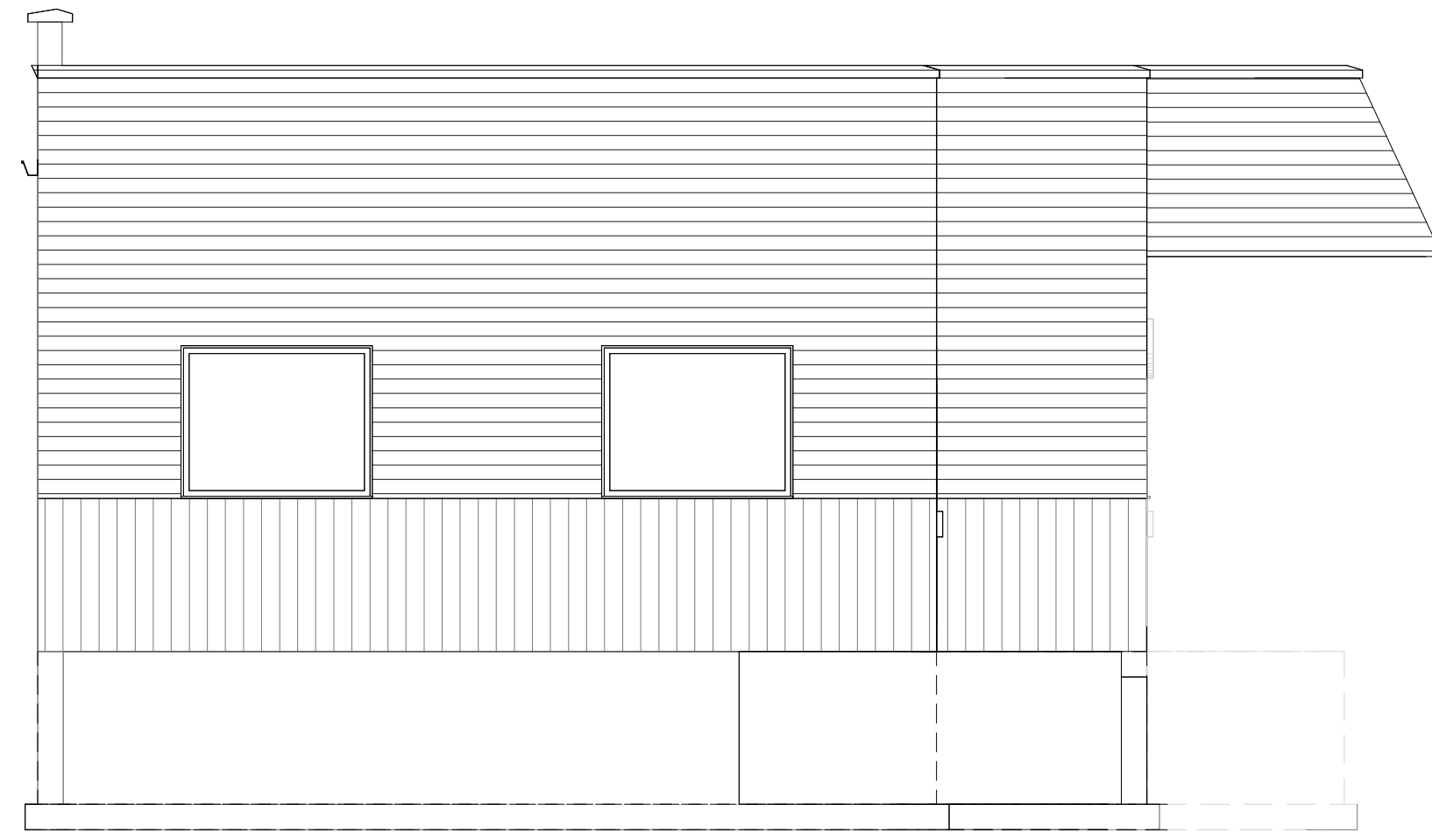
JOB NUMBER:	23105
IED JOB NUMBER:	23105
IED PROJECT MANAGER:	C. DUESCHER
DRAWN BY:	GILLETTE G.
DATE:	08/28/2023
NO. REVISIONS	DATE

### ISSUED FOR:

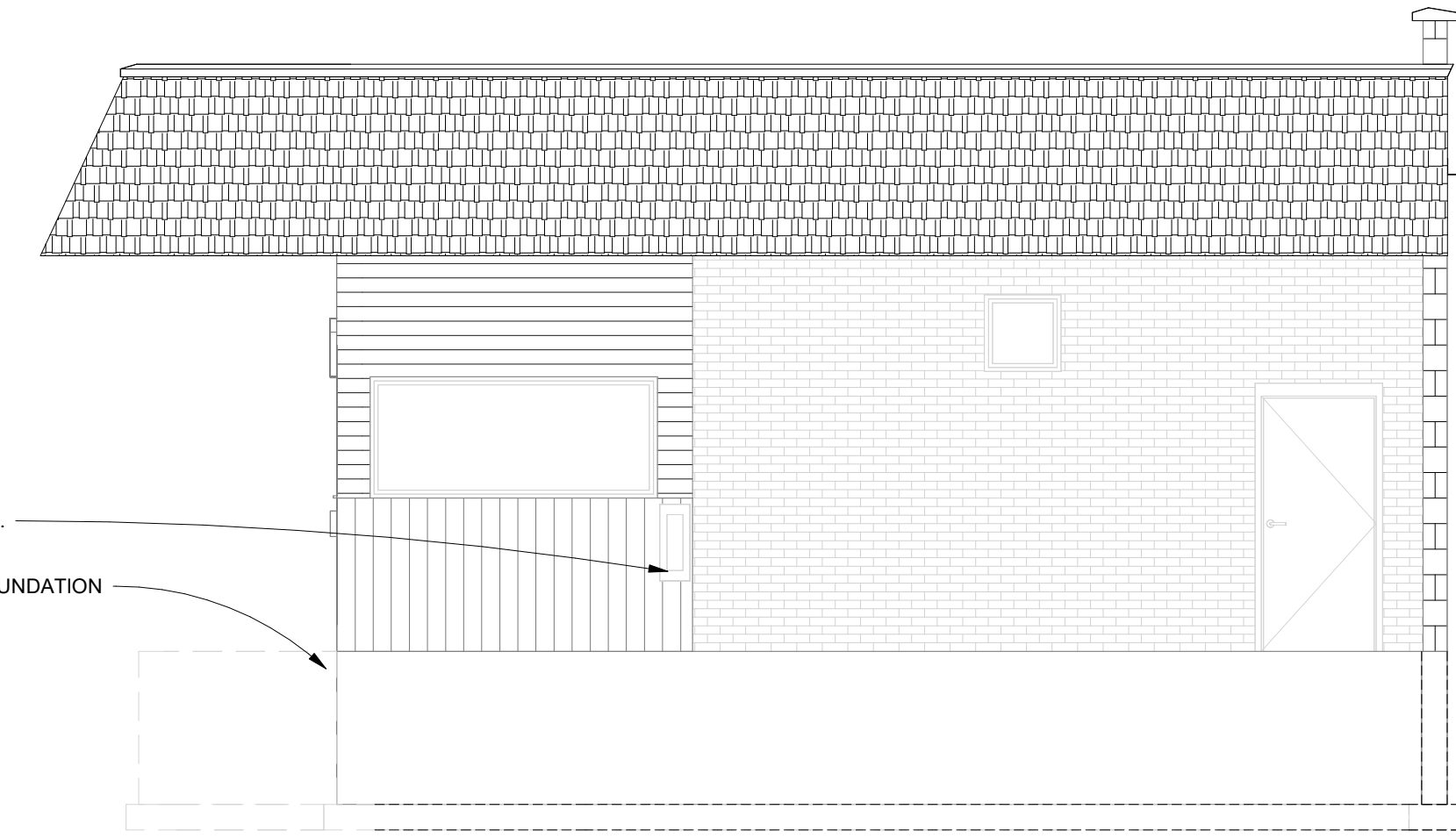
- PRELIMINARY
- CONSTRUCTION
- DESIGN REVIEW

COVER SHEET

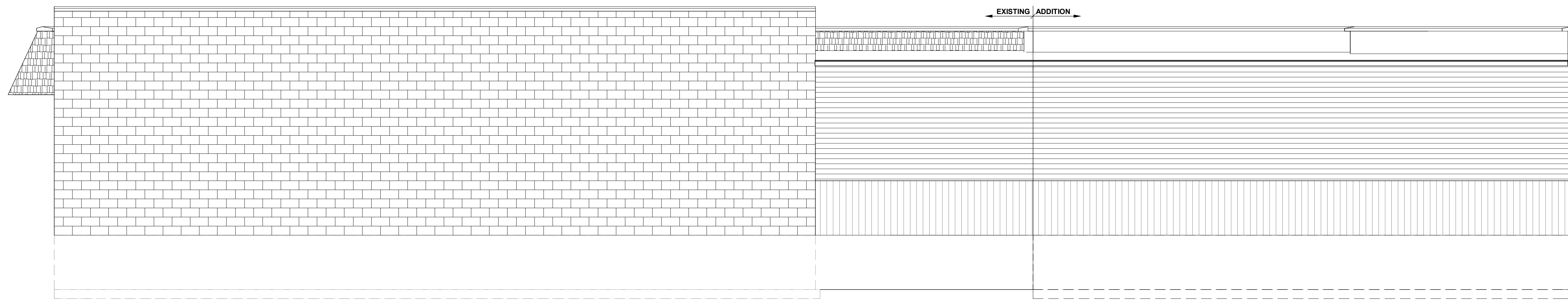
SHEET: **T1.0**



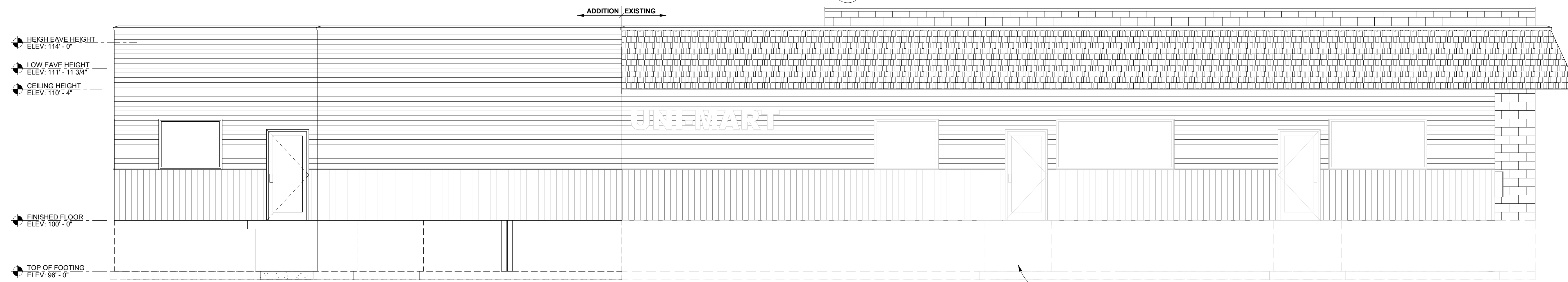
**WEST ELEVATION**  
SCALE: 1/4" = 1'-0"  
4  
A2.0



**EAST ELEVATION**  
SCALE: 1/4" = 1'-0"  
1  
A2.0



**NORTH ELEVATION**  
SCALE: 1/4" = 1'-0"  
2  
A2.0



**SOUTH ELEVATION**  
SCALE: 1/4" = 1'-0"  
3  
A2.0

**INTEGRITY**  
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2637 Tulip Lane Green Bay, WI 54313  
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Fax: (920) 469-6809  
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PROPOSED ADDITION FOR:  
**CLARK GAS STATION**  
1706 16TH STREET  
TWO RIVERS  
WISCONSIN 54241

IED JOB NUMBER: 23105  
JOB NUMBER: 23105  
IED PROJECT MANAGER: C. DUESCHER  
DRAWN BY: GILLETTE G.  
DATE: 08/28/2023

PRELIMINARY DRAWINGS NOT FOR CONSTRUCTION

NO.	REVISIONS	DATE

ISSUED FOR:  
 PRELIMINARY  
 CONSTRUCTION  
 DESIGN REVIEW

ELEVATIONS  
SHEET: **A2.0**

UPDATED

CONDITIONAL USE  
PERMIT  
City of Two Rivers

Document Number

Permit No. 5-13-2024

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2521 Jackson Street in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

LE CLAIR'S ADD LOTS 9 & 10 BLK 1

Inspections Department  
City of Two Rivers  
PO Box 87  
Two Rivers, WI 54241-0087

Parcel ID Number: 053-138-001-091.03

Zoning Classification of the Premises is: Industrial District (B-2)/Conditional Use: Utility trailer and truck rental.

Mailing Address of the Premises Operator: 2521 Jackson Street, Two Rivers WI 54241

Land Owner: Marty and Kelly Pasek, 2521 Jackson Street, Two Rivers WI 54241

WHEREAS, the Zoning Code and Zoning District Map of the above named municipality, pursuant to State Statute, state that the premises may not be used for the purpose hereinafter described but that upon petition such use may be approved by the municipality as a Conditional Use in particular circumstances as defined by the standards in the Zoning Ordinance; and

Petition therefore having been made, and public hearing held thereon, and the City Council of the City of Two Rivers having determined that by reason of the nature, character and circumstances of the proposed use, and of the specific and contemporary conditions, permit of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, it is permitted, subject to compliance with the terms and conditions hereinafter stated, that the Premises may be used for the purpose of a truck rental operation (U-Haul).

Permitted by action of the City Council of the City of Two Rivers on June 3, 2024

Original filed in the office of the City Clerk of the City of Two Rivers, Wisconsin

The Conditions of this Permit are:

1. This Permit shall become effective upon the execution and recording by the Owner of the Premises as acceptance hereof.
2. This Permit shall be void unless proper application, pursuant to the Building and Zoning Codes of this Municipality, for appropriate Building and Zoning Use Permits in conformity to this Permit, is made within 12 months of the date hereof.
3. This Permit is also serving as an amendment to a previously issued CUP to the same Petitioners.
4. This Permit is subject to the conditions herein and is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. The operation of the use permitted shall be in strict conformity to the approved conditions identified with this Petition for this Permit and such plans are incorporated herein by reference as if set forth in detail herein.
5. Any substantial change to the site as the conditions permitted by the issuance of this Permit would require approval by the Plan Commission and City Council as an amendment to this Permit.
6. This permit is issued to **Marty and Kelly Pasek** with the following conditions:  
Conditions/Conditions of Operations:
  - A. Hours of Operation: Current business hours with the addition of drop-off hours for the rental equipment identified by the owners.
  - B. Amending previous CUP: Installation of landscaping including plantings, such as arborvitae, along the perimeter boundary to serve as screening between this business' outdoor storage and the residential uses adjacent to the east and to the south.

- Screening also to be placed in front of the equipment stored outside along Jackson Street to keep the items out of view .
- C. The owner is to work with the Engineering Department to install a second driveway access onto Jackson Street to provide rental vehicles and trailers ingress and egress onto the property.
  - D. If vehicles are going to be parked perpendicular to the shop, then curb stops, and signs for the parking of rental vehicles and trailers are to be installed next to the All-Season Building. Bollards are recommended but are not a required condition.
  - E. Installation of a hard surface area (paved) or packed pea gravel or the equivalent thereof, for the area designated U-Haul truck and trailer parking, access into and exiting, including the driveway is to be the same hard surface material on the site.

**SIGNATURES OF PROPERTY OWNER(S) AND PERMITEE(S):**

**As Owner(s) of the Subject Property, I/we accept and understand the above-described conditions.**

\_\_\_\_\_  
 Printed Name: \_\_\_\_\_

\_\_\_\_\_  
 Printed Name: \_\_\_\_\_

STATE OF WISCONSIN  
 MANITOWOC COUNTY

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above named \_\_\_\_\_ and to be the person(s) who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
 Amanda Baryenbruch  
 Notary Public, Manitowoc County, Wisconsin  
 My commission expires: \_\_\_\_\_

**SIGNATURES - CITY OF TWO RIVERS**

\_\_\_\_\_  
 Acting or City Manager

\_\_\_\_\_  
 Amanda Baryenbruch, City Clerk

STATE OF WISCONSIN  
 MANITOWOC COUNTY

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2024, the above-named Greg Buckley and Amanda Baryenbruch known to be the person(s) who executed the foregoing instrument and acknowledge the same.

\_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Notary Public, Manitowoc County, Wisconsin  
 My commission expires: \_\_\_\_\_

THIS INSTRUMENT WAS DRAFTED BY:  
 Elizabeth Runge, Community Development Director

All Seasons Outdoor Power and Marine  
2521 Jackson Street  
Two Rivers, WI 54241  
920-657-1700

March 22, 2024

City of Two Rivers  
Zoning/Planning Departments  
1717 E Park Street  
Two Rivers, WI 54241

To whom it may concern:

To clarify our intent in addition the addition of U-Haul moving equipment we would like to propose the following:

- A maximum of 8 U-Haul units would be stored on site in the specified area
- (see updated diagram)
- A driveway would be cut in to the City of Two Rivers' specifications
- We do not intend on providing a hard surface for the storage of the U-Haul equipment at this time
- Drop offs after hours would be directed to leave the unit in the driveway, and we will personally park the unit in the designated area
- We are not requesting additional operating hours
- If acceptable - screening will be installed on a portion of the back (east) lot that is exposed to residences to the east of our property (see diagram)

We hope this clarifies our intentions and is acceptable so we can move forward.

Thank you,



Marty and Kelly Pasek

All Seasons



**PLAN COMMISSION**

**Action:** Conditional Use Application & Amendment  
**Location:** 2521 Jackson Street  
**Current Zoning:** Business (B-2)  
**Date:** May 13, 2024

The owner of this property is requesting a Conditional Use Application and an amendment to a previously issued conditional use. The applicants are seeking to add the services of U-Haul truck and trailer rentals at their current repair business.

**Background**

This item has been before the Plan Commission at the March Meeting where the Commission requested more information from the applications regarding the placement of the rental trucks on the owner's property. The discussion also included the placement of items the owner also repairs and places outside in addition to U-Haul equipment if this service is added to their business.

The minutes from the March 11, 2024 Plan Commission meeting reflect the what Commission discussed for the applicants' site and they are included at the end of this memo.

**Recommended Action:**

It is recommended that the Conditional Use and the Amended application requested use reflect the goals of the City's Comprehensive Plan of supporting business, while also balancing the need to keep an orderly development for all within the community.

Therefore, staff recommends:

1. Screening to be put into place, as shown on the staff modified site plan. Screening in the form of landscaping, to screen the equipment that is stored outside along Jackson Street.
2. A hard surface is recommended to be added in the location where the U Haul trucks and trailers are to be stored outside next to the building. The trucks should be stored in an orderly manner on the side of the existing building.
3. The Conditions outlined on the CUP document (enclosed herein) for the Plan Commission's review as also a part of the recommendation.





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**MINUTES**

**1. CALL TO ORDER**

Greg Buckley called the meeting to order at 5:40 PM.

**2. ROLL CALL**

Present: Greg Buckley, Rick Inman, Kay Koach, Kristin Lee, Matt Heckenlaible, and Adam Wachowski.

Excused: Eric Pangburn

Also Present: Community Development Director Elizabeth Runge, Council Member Bonnie Shimulunas, Andre Robitaille, Alex Muhl, Joel VanEss, John Streu, Kelly Pasek, Marty Pasek, Paul Braun, Dana Braun, Melissa Carey, Ben Bashaw, Ben Braun, Sue Kemp, and Recording Secretary Adam Talor.

**3. ACTION ITEMS**

**A. Review of Extraterritorial Certified Survey Map completed by Bruce Robley, Licensed Surveyor, Parcel 018-134-015-006.00 & 018-134-015-007.00, address 2622 E STH 310.**

Motion to approve the Extraterritorial Certified Survey Map.

Motion made by Heckenlaible, seconded by Koach.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Lee, Heckenlaible, Wachowski.

Motion Carried

**B. Review of Site and Architectural Plan for Braun Building Center Truss Shop, located at Parcel 053-204-101-021.03, submitted by applicant Athen Development LLC, and Owner Braun Family.**

The plans for the Truss Shop were reviewed and discussed.

A motion was made to approve the Plan with the following conditions:

1. The plans are to be reviewed by the Business Industrial Development Committee for compliance with the Woodland Industrial plan covenants. Staff will arrange for this process to occur, tentatively on March 26, 2024.
2. Any additional requirements identified by city engineering, electric, and/or water department director(s).
3. The driveway aprons at Woodland and Brown's Drive are to be concrete starting at the edge of right-of way and designed in accord with Section 4-1-11Curb Cuts and Driveway Approaches.
4. An erosion control plan is to be submitted to city engineering for review and approval prior to construction.
5. A lighting plan and a landscaping plan shall be submitted prior to the issuance of a building permit.

6. The dumpster does not need an enclosure as long as it is within the fenced enclosure as shown within the approved site.
7. The fence has screening is on the east and west side of the site. A fence with screening like the fence already shown on the approved plan is to be added to the south, within 12 months of any development occurring to the south of Commerce Drive.
8. Any additional requirements from the state of Wisconsin.
9. All required permits are obtained prior to construction

Motion made by Wachowski, seconded by Lee.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Lee, Heckenlaible, Wachowski.

Motion Carried

**C. Request for, and possible Amendment to a Conditional Use Permit for a truck and trailer rental operation (U Haul) at 2521 Jackson Street, submitted by applicant and owner Mary and Kelly Pasek.**

The Plan Commission discussed with the owner the process of U Haul operations, number of vehicles and traffic, and how the vehicles would be oriented on the lot. A new driveway would need to be implemented, as well as a hard surface area for the vehicles to be stored on. A previously approved CUP from 2008, indicated a requirement for screening for the outdoor storage. There were remaining questions as to how the outdoor storage and the trucks and trailers would be placed on the property.

A motion was made to table this item until a more detailed plan is prepared by the applicant.

Motion made by Heckenlaible, seconded by Lee.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Lee, Heckenlaible, Wachowski.

Motion Carried

**D. Review a Right-of-Way Privilege Agreement for Grease Interceptor work, Riverside Foods, 2520 Wilson Street, submitted by applicant and owner Riverside Seafood Inc.**

Riverside Foods has been discharging waste into the sanitary sewer which has been having negative impacts on the sanitary sewer collection system along with at the wastewater treatment plant. As a result, plans are submitted for work that must be done to the grease interceptor underground which runs underneath Wilson Street, and also into the private parking lot. The private piping within the Right-of-Way requires an agreement.

A motion was made to recommend the Right-of-Way Privilege Agreement to the City Council with the conditions:

1. Any additional requirements identified by city engineering, electric, and/or water department director(s).
2. Any additional requirements from the state of Wisconsin.



3. All required permits are obtained prior to construction.

Motion made by Wachowski, seconded by Koach.

Roll Call Vote:

Voting Yea: Buckley, Koach, Lee, Heckenlaible, Wachowski.

Abstain Vote: Inman

Motion Carried

**E. Review and possible action regarding Section 10-1-15, Height and Area Exceptions, related to the placement of new garages.**

Provisions to the zoning code for new garages placed in front and street side yards were discussed regarding lots that are unique.

Note: Kristin Lee departs at 7:45pm.

A motion was made to incorporate the following provisions into a draft amendment to bring to the City Council.

For garages in front yards:

- Lot shall be no less than 5 acres in size.
- The primary structure shall be located at least 500 feet from the street.
- The setbacks shall reflect the minimum setbacks allowed for a principal structure on the lot.

For garages in street side yards:

- Shall be setback at least 25 feet from the front, to match the house setback, and street side yard lot line.
- The side yard setback shall reflect the current setbacks for garages.
- The house shall already have an existing driveway.

Motion made by Wachowski, seconded by Inman.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Heckenlaible, Wachowski.

Motion Carried

**F. Review and possible action on Zoning Ordinance Amendment related to zoning districts containing self-storage as a conditional use.**

A motion was made for staff to return with a proposed overlay district for addressing the prohibition of self-storage as a conditional in waterfront areas, and in the BID District.

Motion made by Wachowski, seconded by Heckenlaible.

Roll Call Vote:

Voting Yea: Buckley, Inman, Koach, Heckenlaible, Wachowski.

Motion Carried.

**G. Discussion of refinements to the Short-Term Rental ordinance.**

**H. Discussion of light nuisance ordinance changes.**

Andre Robitaille presented his research to the Plan Commission. The presentation presented the findings of studies related to the effects of Short-Term Rentals (STR) on communities. The presentation also contained an analysis of Two Rivers' ordinance content compared with several other communities STR ordinances. Mr. Robitaille also presented information on the issues of light spillage, as a nuisance when it is too bright, and how ordinances change address these issues.

**4. ADJOURNMENT**

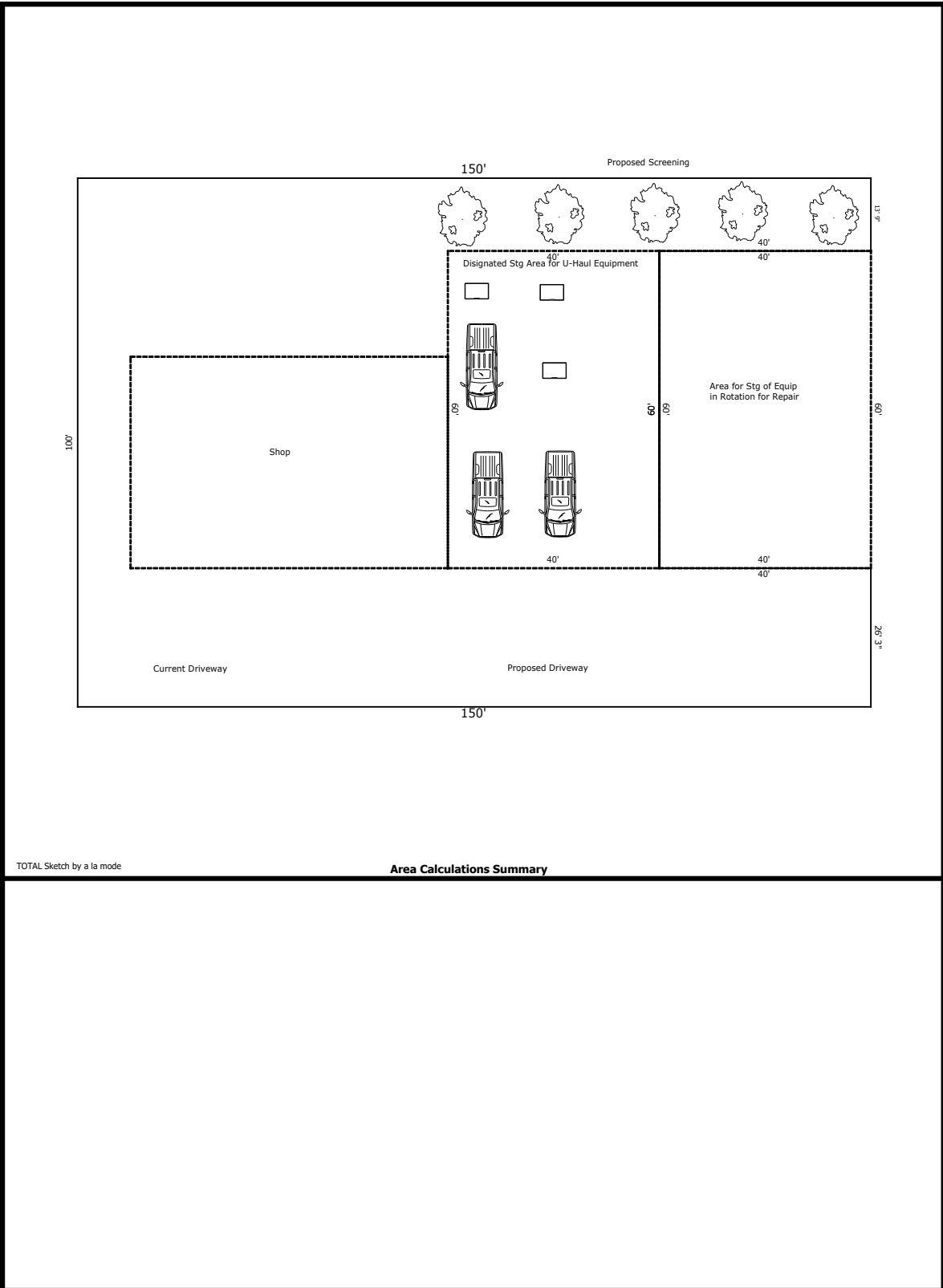
Motion to adjourn at 9:15 PM.

Motion made by Koach, seconded by Wachowski.

Respectfully submitted, Adam Taylor, Recording Secretary

# Building Sketch

Borrower			
Property Address			
City	County	State	Zip Code
Lender/Client			



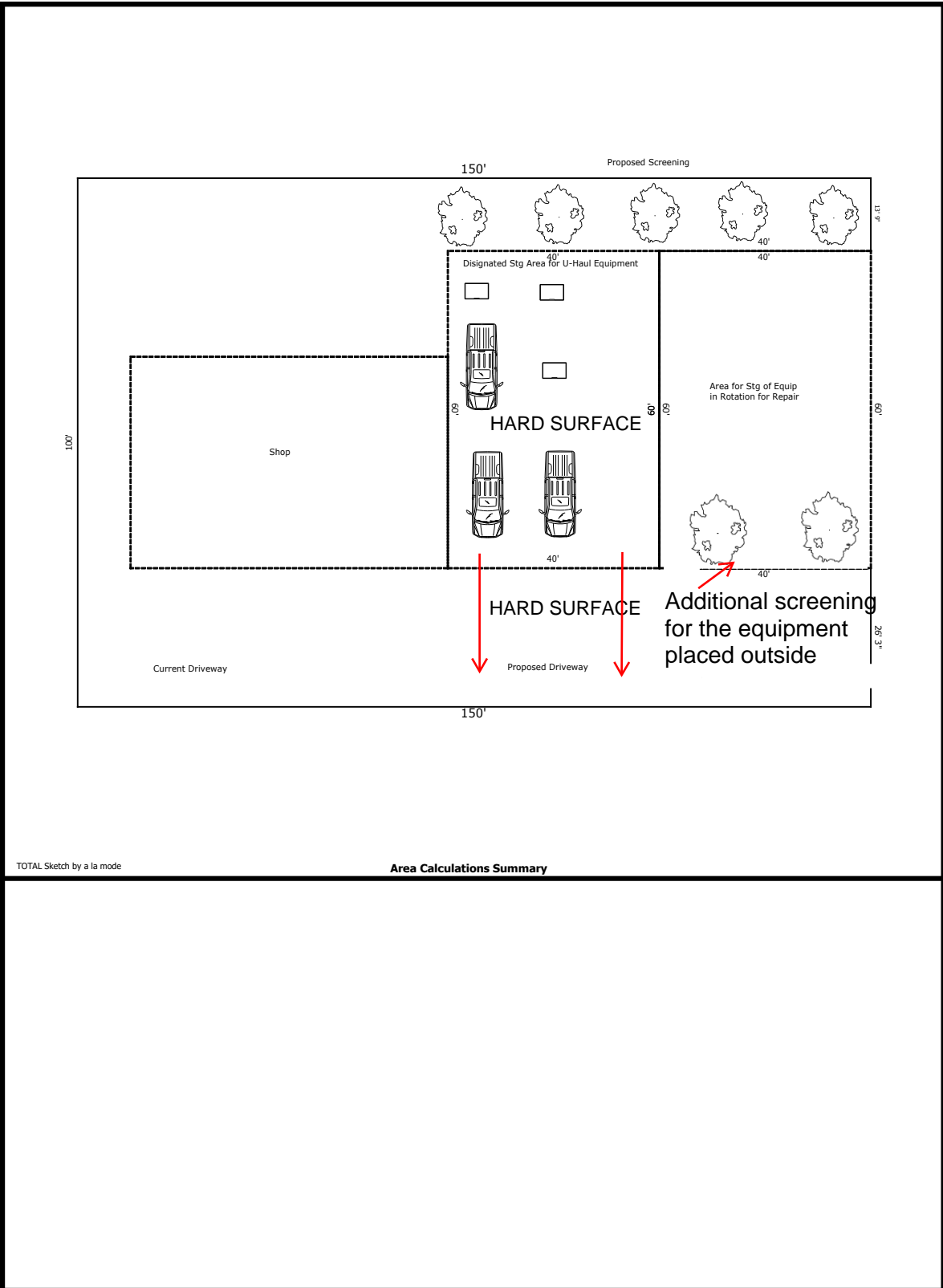
TOTAL Sketch by a la mode

### Area Calculations Summary

# Building Sketch

Borrower			
Property Address			
City	County	State	Zip Code
Lender/Client			

MODIFIED BY STAFF



TOTAL Sketch by a la mode

### Area Calculations Summary



**TWO RIVERS**  
WISCONSIN

**LAND DEVELOPMENT APPLICATION**

APPLICANT Fast teco Cruz Armedo TELEPHONE 920 418 1607  
503 N Madison St Chilton WI 53014

MAILING ADDRESS 3337 Michicot Rd Two Rivers WI  
 (Street) (City) (State) (Zip)

PROPERTY OWNER JT Petroleum TELEPHONE 920 418 1607

MAILING ADDRESS 503 N Madison St Chilton WI 53014  
 (Street) (City) (State) (Zip)

- REQUEST FOR:
- Comprehensive Plan Amendment
  - Conditional Use
  - Site/Architectural Plan Approval
  - Annexation Request
  - Subdivision Plat or CSM Review
  - Variance/Board of Appeals
  - Zoning District Change
  - Other

STATUS OF APPLICANT:  Owner  Agent  Buyer  Other

PROJECT LOCATION 3337 Michicot Rd Two Rivers WI TYPE OF STRUCTURE Gas station

PRESENT ZONING commercial REQUESTED ZONING \_\_\_\_\_

PROPOSED LAND USE Drive-Thru

PARCEL # 235-101-091-3 ACREAGE \_\_\_\_\_

LEGAL DESCRIPTION \_\_\_\_\_

**NOTE: Attach a one-page written description of your proposal or request.**

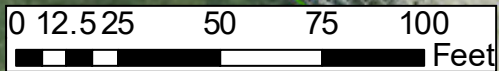
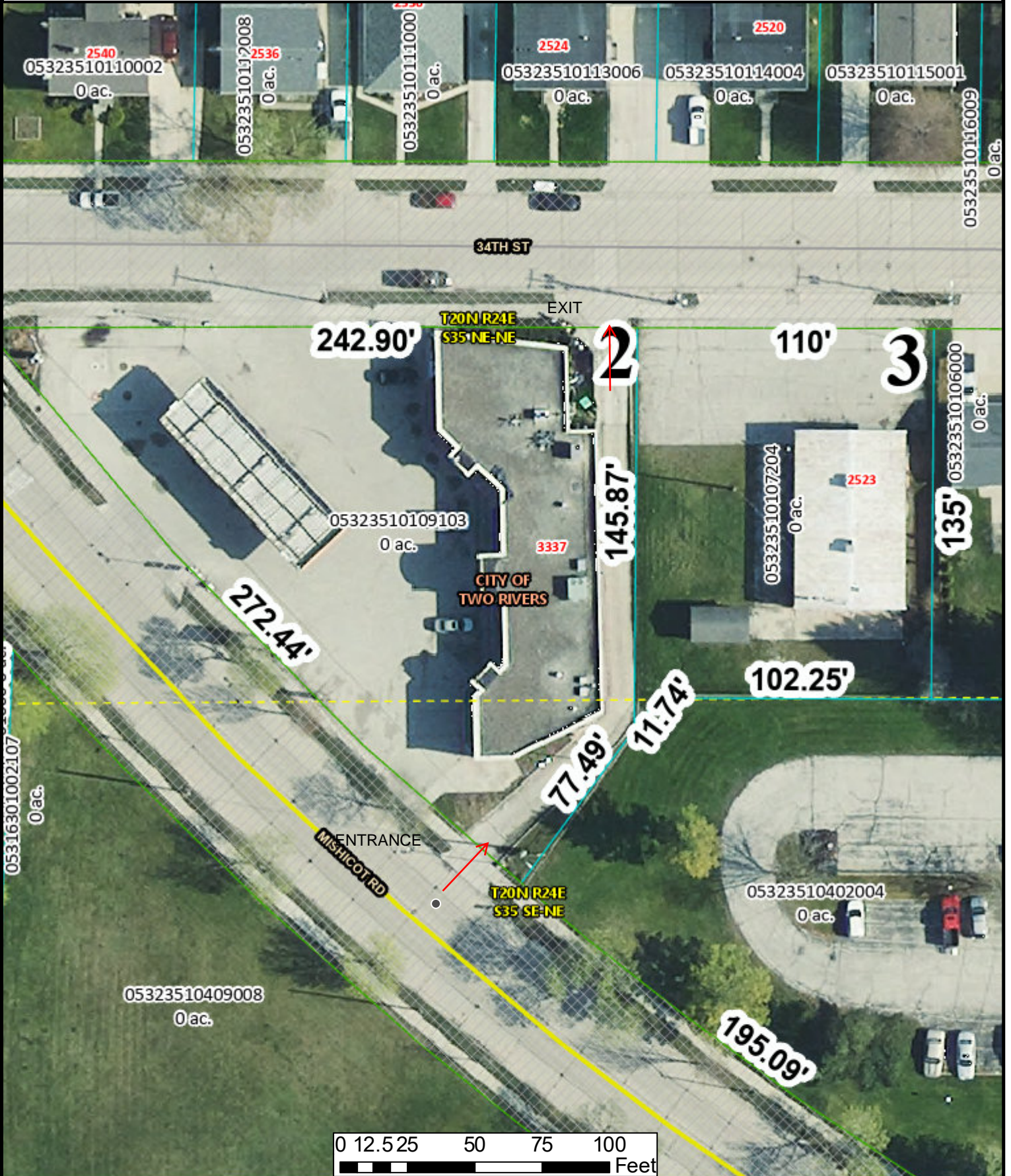
The undersigned certifies that he/she has familiarized himself/herself with the state and local codes and procedures pertaining to this application. The undersigned further hereby certifies that the information contained in this application is true and correct.

Signed [Signature] Date 3-25-2024  
 (Property Owner)

<u>Fee Required</u>	<u>Schedule</u>
\$ 350 Comprehensive Plan Amendment	Application Submittal Date <u>3-25-2024</u>
\$ t/b/d Site/Architectural Plan Approval (Listed in Sec 1-2-1)	Date Fee(s) Paid _____
\$ t/b/d CSM Review (\$10 lot/\$30 min)	Plan(s) Submittal Date _____
Subdivision Plat (fee to be determined)	Plan Comm Appearance _____
\$ 350 Zoning District Change	
\$ 350 Conditional Use	
\$ t/b/d Annexation Request (State Processing Fees Apply)	
\$ 350 Variance/Board of Appeals	
\$ t/b/d Other	

\$ 350 TOTAL FEE PAID APPLICATION, PLANS & FEE RECEIVED BY \_\_\_\_\_

# Manitowoc County Parcel Viewer



3337 Mishicot Road

Entrance Location for Drive Through



Exit Location



## Proposed Main Street and Waterfront Corridor Overlay (MSWO) District

*Insert Section # of Ordinance*

**A. Purpose:** The purpose of this section is to assist in the implementation of the City of Two Rivers Updated Comprehensive Plan and the Harbor Master Plan, and to encourage high quality redevelopment and revitalization of lands located within the Main Street and Waterfront Corridor Overlay (MSWO) district as established on the City's official zoning map per this Section xxx.

**B. Applicability:** The provisions of this section shall provide additional development and redevelopment regulations for properties located within the Main Street and Waterfront Corridor overlay district boundary and supersede other development and standards contained where applicable. The land use regulations and zoning regulations of Chapter 10.1, Site and Architectural plan approval requirements of Section 11-1-11, shall apply to properties located within the MSWO boundary, unless otherwise regulated by the provisions of this section. Furthermore:

1. Unless otherwise provided in this section, the provisions of the MSWO shall apply to all newly constructed buildings and building additions that expand the gross floor area of an existing building.
2. The provisions of the MSWO shall not apply to legally, pre-existing uses and occupants in place -as of the date this ordinance – insert date was adopted, which may continue in them under the terms of underlying zoning district regulations as provided in the zoning ordinance.
3. The use and expansion of Single Family residences shall be exempt from the provisions in the MSWO unless or until the property is redeveloped or converted to a non-residential use.

**C. Land Use Regulations:** The following regulations establish land uses allowed within the MSWO district:

1. All uses permitted by right of the underlying zoning district.
2. Conditional Use regulations. Unless specified herein, all uses allowed in underlying zoning districts applicable to any specific property within the MSWO shall comply with the procedures for all conditional uses outlined in Section 10-1-12 and the regulations per this MSWO Section.
3. The establishment of a use identified in Section C. (4) Prohibited Uses shall be prohibited in the MSWO. The MSWO supersedes any conditional use status in the underlying zoning district.



4. Prohibited uses: The following uses shall be prohibited within the MSWO:

- a. Self - storage facilities.
- b. Outdoor open storage (Permitted in Industrial (I-1 and I-2 if there is a visual screen)
- c. Shipping containers used for storage.
- d. Parking lot as a principal use, excluding municipal parking.
- e. Sexually oriented businesses shall be defined and regulated as they are in Chapter 9-8.
- f. Junkyard (I-2 Conditional Use)
- g. Recycling of scrap and waste materials with outdoor storage. (I-2 Conditional Use)

**D. Building Design Standards:** The following design standards apply within the MSWO in addition to site and architectural design standards established in Section 11-1-11:

The following building design standards are the minimum standards for new buildings and building additions within the MSWO boundary. Unless otherwise provided herein, all development and redevelopment proposed within the MSWO shall meet these standards. These standards apply to all new construction and to building additions to the extent practicable.

- 1. Primary building materials shall consist of high-quality, long-lasting materials such as brick, stone, stained or finished decorative concrete block, wood, or fiber cement materials. At least fifty percent (50%) of the surface area of building facades facing public streets or customer circulation areas, excluding window openings and customer entrance doorways, shall consist of the above building materials.
- 2. Accent materials may consist of any materials listed above in (1.) above as acceptable primary materials, as well as glass, decorative metal finishes, decorative composite materials, stucco or acceptable stucco-like products, and similar products that are deemed acceptable by the Plan Commission.



3. Pitched roofs and eaves shall be finished in a traditional manner, with asphalt shingles, other decorative shingles, or standing seam metal roof materials, and eaves and soffits of typical materials and dimensions. Alternative designs and materials may be considered on a case-by-case basis, by the Plan Commission.

4. Flat roofs shall be finished with a decorative cornice along street facades. Parapets, or other means of effectively screening rooftop mechanical equipment from the street is necessary.



5. Transparent glass where possible within the MSWO, is recommended to provide visual access.

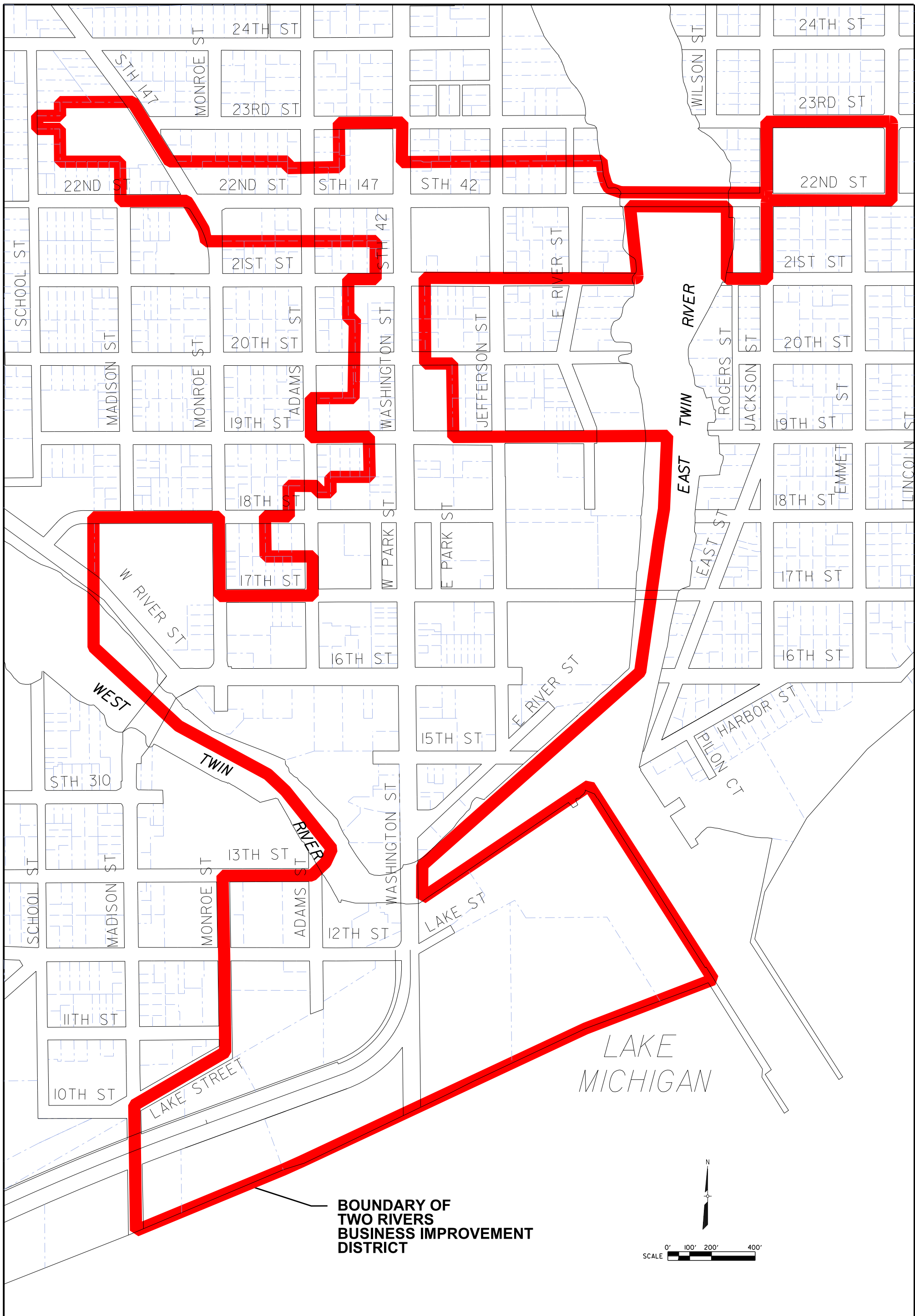
- a. For most commercial and institutional uses, the minimum area of transparent glass shall be fifty percent (50%).
- b. For clinics, medical or dental offices, or other uses where customer privacy is necessary, the minimum area of transparent glass shall be thirty percent (30%).
- c. For buildings with residential units on the ground level, the minimum area of transparent glass shall be thirty percent (30%).



d. Alternative architectural solutions that continue the rhythm of windows established on the building may be included in lieu of up to fifty percent (50%) of the transparent glass requirement, if deemed acceptable by the Plan Commission.

6. Refuse storage ~~collection~~ areas shall be located toward the rear of the site to the extent practical and be enclosed with a six-foot high enclosure constructed of decorative materials that are similar to or compatible with the materials used on the principal structure on the site. When attached to or located within the principal building, they shall be designed to appear to be an integrated component of the building.





**CITY OF TWO RIVERS  
BUSINESS IMPROVEMENT DISTRICT**