



**TWO  
RIVERS**  
WISCONSIN

# PLAN COMMISSION MEETING

Monday, November 10, 2025 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: Kyle Kordell, Rick Inman, Kay Koach, Kristin Lee, Matt Heckenlaible, Adam Wachowski, Pat Klein

### 3. ACTION ITEMS

- A. Request to amend a Conditional Use Permit for Starbucks located at 1509 Washington Street, for the operation of a drive through, submitted by FrontView REIT (owner).
- B. Review of the proposed ordinance to amend Municipal Code Section 10-1-15 I (3), entitled "Height and Area Exceptions" to regulate fence setbacks in the front, side, and rear yard areas.

### 4. FOR DISCUSSION

- A. Discussion of a possible ordinance amendment to regulate the erection of billboard signage, based on the recommendation of the City Manager and Police Chief.
- B. Discussion of updated conditions to the conveyance of Conditional Use Permits.
- C. Discussion of a possible rezoning request to residential and land division for 3204 Lincoln Avenue (Owned by Renew Church Inc).

### 5. PUBLIC INPUT

### 6. ADJOURNMENT

*In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Two Rivers will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-793-5526 or email [clerk@two-rivers.org](mailto:clerk@two-rivers.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.*

*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.*

CONDITIONAL USE  
PERMIT  
City of Two Rivers

Document Number

Permit No. 2025-6

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 1509 Washington Street in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

ORIG PLAT LOTS 7, 8, 9 & W 7' OF LOT 10 BLK 71

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

Parcel ID Number: 053-000-071-074.09

Zoning Classification of the Premises is: B-1 Business District/Conditional Use for the operation of a drive-thru service window.  
Mailing Address of the Premises Operator: 3131 McKinney Avenue, STE L10, Dallas, TX, 75204

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 the operation of a drive-thru facility.

Permitted by action of the City Council of the City of Two Rivers on December 1, 2025.  
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 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.
3. 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.
4. Any substantial change to the use or 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.
5. Conditions of Operations:
  - a. Hours of operation: Drive-thru service window during regular business hours.
  - c. Signage in accord with the City's Sign Code.

This Permit is binding upon the above-identified parcel and the Grantee, and its heirs, successors and assigns. There shall be no change in the use of the property as specified above, nor violations or deviation from the above listed conditions without review and approval of the City Plan Commission and the City Council.

This permit is revocable by the City for cause. Failure to comply with the conditions set forth herein may result in the termination of the Conditional Use Permit. Grantee shall be liable to the City for reasonable attorney fees incurred in enforcing the Conditional Use Permit.

Grantee shall be liable to the City for any expenses incurred in enforcing this Conditional Use Permit. Expenses mean reasonable fees, costs, charges, disbursements, engineering fees, reasonable attorney fees, and any other reasonable expenses incurred in connection with proceedings to enforce the provisions of the permit.

In accordance with the City Zoning Code, the City Plan Commission shall retain continuing jurisdiction over the conditional use for the purpose of resolving any complaints. Violation of this Conditional Use Permit shall be subject to a fine or civil forfeiture as provided in City Zoning Code.

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

\_\_\_\_\_  
Kyle Kordell, 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:  
Adam Taylor, Zoning Administrator

**Sec. 10-1-15. - Height and area exceptions.**

The regulations contained herein relating to the height of buildings and the size of yards and other open spaces shall be subject to the following exceptions:

*Screening and vision clearance.*

(1) *Statement of purpose.* This subsection is established to recognize the public and private benefits accrued from functional and aesthetic screening between areas of incompatible land uses, the increasing demand for active and passive recreational areas, the desirability of providing visual screening of certain parking lots, business and manufacturing areas, and the necessity of providing adequate vehicular vision clearance.

(2) *Off-street parking.* See [section 10-1-13](#).

(3) *Screening or fencing erected, placed, maintained or grown shall comply with the following provisions:*

(a) Screening in front yards shall not exceed a height greater than four feet above the curb level or its equivalent; provided, however, that, within ten feet from any driveway or alley crossing of a street lot line, any screening shall not exceed two feet in height unless it is at least 90 percent open for through vision.

(b) On a corner lot, screening in the street side yard may extend from the side street rear corner of the structure perpendicular to a distance four feet from the side street property line and continue along the side street to the rear property line. The height of any screening shall not exceed six feet; provided, however, that within ten feet from any driveway screening it shall not exceed two feet in height unless it is at least 90 percent open for through vision.

(c) Unless otherwise provided, a vision-barrier fence that is within four feet of the lot line shall not exceed six feet in height.

(d) Snow fences may be used temporarily, but in no case shall snow fences be left standing longer than six months during any calendar year.

(e) It shall be unlawful for any person to construct or maintain any barbed wire or razor wire fence, except that any such fence above the height of six feet may be permitted for agricultural, industrial or commercial security reasons, with permission from the zoning administrator.

(f) It shall be unlawful for any person to construct or maintain any above-ground electrical fence.

(g) Fences constructed in a manner in which a supporting framework or posts can be construed to represent a back side shall be installed so that the front side/good side faces the adjacent or abutting property.

~~(h) Screening or fencing shall be located in a manner that allows the owner to maintain the screening or fencing from his side of the property line.~~

(h) Screening or fencing in the rear and side yards may extend to the property line, so long as it is located in a manner that allows the owner to maintain the screening or fencing from their side of the property line.

(i) Unless a larger setback is otherwise provided, the setback for any screening or fencing erected, placed, maintained, or grown in the front yard of any property shall be 36 inches from the lot line.

## CITY OF TWO RIVERS

## ORDINANCE

**An Ordinance to amend Chapter 10-4-18 of the Municipal Code of the City of Two Rivers, Wisconsin, regulating the erection of signage, based on the recommendation of the City Manager and Police Chief:**

The Council of the City of Two Rivers, Wisconsin, ordains as follows:

**SECTION 1.** Subsection 10-4-18 of the Municipal Code of the City of Two Rivers, Wisconsin, is hereby amended as follows:

Sec. 10-4-18 – Signs permitted by zoning district

*B. Business districts.*

[...]

(1) On-premises signs for authorized, conditional and nonconforming uses.

- (a) Wall signs. Two per building facade calculated at six square feet of area per linear foot of building facade to a total maximum area of **200** square feet per facade.
- (b) Ground, roof, and projecting signs. Any combination not exceeding three such signs per frontage feet on the street calculated at two square feet of area per linear foot of lot frontage to a total maximum area of **200** square feet. Such signs shall not exceed **20** feet in height nor project more than six feet into the public right-of-way, nor be less than two feet from the curb.
- (c) Setbacks. All freestanding ground signs shall be not less than ten feet from interior side and rear lot lines in B-2 and B-3 districts.

(2) Off-premises signs.

- (a) Wall signs. Where the maximum area for on-premises signs is not used, one off-premises wall sign per building facade may be permitted, calculated at six square feet per linear foot of the building facade. The combined total of on-premises and off-premises wall signs shall not

exceed **200** square feet per facade. Said off-premises wall signs may be attached to or painted on any building. However, no building shall have more than one off-premises wall signs with no one sign exceeding 100 square feet in area. Off-premises ECM signs may be permitted in accordance with section 10-4-17.B.

- (b) Ground signs. Where the maximum area for on-premises signs is not used, one off-premises sign per frontage street, calculated at two square feet per linear foot of lot frontage. The combined total of on-premises and off-premises signs shall not exceed **200** square feet. However, no one off-premises sign shall exceed 100 square feet. Such off-premises signs shall not face residential zoning districts and shall not exceed **20** feet in height. Off-premises ECM signs may be permitted in accordance with section 10-4-17.B.
- (c) Setbacks. All freestanding ground signs shall be so located as to not extend into the public right-of-way nor into required front and street side yard setback areas and shall be not less than 25 feet from interior side and rear yard lot lines.

### *C. Industrial districts.*

[...]

- (3) On-premises signs for authorized, conditional and nonconforming uses.
  - (a) Wall signs. Two per building facade calculated at six square feet of area per linear foot of building facade to a total maximum area of **200** square feet per facade.
  - (b) Ground, roof and projecting signs. Any combination not exceeding three such signs per frontage street calculated at two square feet of area per linear foot of lot frontage to a total maximum area of **200** square feet. Such signs shall not exceed **20** feet in height nor project more than six feet into the public right-of-way, nor be less than two feet from the curb.
  - (c) Setbacks. Ground signs other than directional entrance-exit signs shall be setback at least 25 feet from interior and rear lot lines and no portion of such signs shall project into the street right-of-way.
- (4) Off-premises signs.

- (a) Wall signs. Where the maximum area for on-premises signs is not used, one off-premises sign per building facade may be permitted, calculated at six square feet per linear foot of the building facade. The combined total of on-premises and off-premises signs shall not exceed **200** square feet per facade. Said off-premises signs may be attached or painted on any building. However, no building shall have more than two off-premises signs with no one sign exceeding 100 square feet in area. Off-premises ECM signs may be permitted in accordance with section 10-4-17.B.
- (b) Ground signs. Where the maximum area for on-premises signs is not used, one off-premises sign per frontage street, calculated at two square feet per linear foot of lot frontage. The combined total of on-premises and off-premises signs shall not exceed **200** square feet. However, no one off-premises sign shall exceed 100 square feet. Such off-premises signs shall not face residential zoning districts and shall not exceed **20** feet in height. Off-premises ECM signs may be permitted in accordance with section 10-4-17.B.
- (c) Setbacks. All freestanding ground signs shall be so located as to not extend into the public right-of-way nor into required front and street side yard setback areas and shall be not less than 25 feet from interior and rear lot lines.

~~D. Signs oriented upon high speed FAP highways. The following specific provisions shall be optional in business and industrial districts along FAP highways whereon the posted speed limit is at least 35 miles per hour and, where utilized, supersede any other conflicting provisions regarding on-premises and off-premises ground, projecting or roof signs.~~

- ~~(1) Area restriction. Off-premises signs shall be a total maximum area of 300 square feet.~~
- ~~(2) Height. Fifty feet from ground level for both on-premises or off-premises signs.~~
- ~~(3) Setback. Not less than 100 feet nor more than 660 feet from the right-of-way, not less than 50 feet or a distance equal to its height, whichever is greater, from any other public right-of-way.~~
- ~~(4) Spacing. No off-premises sign shall be located nearer than 300 feet to any other off-premises sign or to a residential property or residential district. A back-to-back double-faced sign shall be considered a single sign for the purpose of this section.~~



~~E. Additional on premises signs. Section 10-4-18.A. through D. shall apply in the zoning district indicated. However, additional on-premises signage may be authorized on a fully developed site exceeding two acres or having more than 500 feet of road frontage for the following purposes: shopping center identification and single tenant site, business or industrial identification signs. Such signs shall be planned in a manner that is consistent with the intent of this chapter and subject to the approval of the plan commission and city council.~~

Adopted by the Council of the City of Two Rivers, Manitowoc County, Wisconsin this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Scott Stechmesser  
President, City Council

\_\_\_\_\_  
Kyle Kordell  
City Manager

Attest:

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

Approved as to form and legality:

\_\_\_\_\_  
Sean P. Griffin  
City Attorney