



**TWO
RIVERS**
WISCONSIN

COMMUNITY DEVELOPMENT

1717 E. Park Street
P.O. BOX 87
Two Rivers, WI 54241-0087



PLAN COMMISSION

Action: Review of Conditional Use Permits
Location: 2005 Hawthorne Avenue
Current Zoning: Business District (B-2)
Date: June 9, 2025

The Plan Commission recommended approval of the TR Storage LLC CUP at the May Plan Commission meeting. At the June 2nd City Council meeting, this item was returned to the Plan Commission to allow for more discussion. In this packet, you will see a list of existing non-compliance of the previously approved CUPs for this property. This includes the following:

- A total of 3 ground signs are permitted per street frontage. These signs need permits
- U-Haul equipment is not stored within the approved site plan location.
- Outdoor storage of materials, equipment, firewood, etc, not within the approved location.
- Outdoor storage of tires, drums, doors, etc.

Staff recommends that the new Conditional Use Permit is issued, however, TR Storage LLC shall not be permitted to operate the business until the site is in compliance with all conditions.



www.two-rivers.org





920.793.5564



920.793.5512

Submitted by Applicant with additions noted

PAUL M. STEPHENSON R.L.S. - 1600
P.E. - 21484

 Staff additions
 Applicant's Plan

RECEIVED
OCT - 6 2021

[illegible]

ADDRESS: 2005 HAWTHORNE AVENUE
TAX ID NO.: 053-202-101-050 01,
053-202-101-070 07
ZONE 82

LOCATION SKETCH
MTR

100 YEAR FLOOD PLAIN ON THE SITE PER FEMA MAP
55071C0218D
THERE IS NO MAPPED WETLAND ON THE SITE PER THE WOND
WATER SURFACE MEASUR

LIGHTING PLAN
NO ADDITIONAL LIGHTS ARE PLANNED

LANDSCAPING PLAN
EXISTING TREES PROVIDE A BUFFER FROM THE ADJACENT
RESIDENTIAL LOTS.

PARKING FEATURE
CITY OF TWO RIVERS COMPREHENSIVE ZONING ORDINANCE
SECTION 10.1.13(L)
RESIDENTIAL - 2/DWELLING UNIT
REPAIR SHOP - 1 STALL/1000 SQ.FT. X 3500 SQ. FT. =
17 STALLS PROVIDED
1 HANDICAPPED STALL REQUIRED

THE LOCATION OF UTILITIES SHOWN ON THE PLANS ARE FROM EXISTING RECORD AND/OR FIELD LOCATIONS AND MAY NOT BE COMPLETE OR ACCURATE. THE CONTRACTOR(S) SHALL CONTACT DIGGER'S HOTLINE AT (800) 242-8511, AS WELL AS OTHER UTILITIES NOT SERVED BY DIGGER'S HOTLINE, BUT HAVING FACILITIES IN THE WORK AREA, AT LEAST THREE (3) FULL BUSINESS DAYS PRIOR TO CONSTRUCTION TO NOTIFY THE UTILITIES TO LOCATE THEIR UNDERGROUND FACILITIES.

EROSION CONTROL NOTES:
DISTURBED AREA = 27,850 SQ. FT. EROSION CONTROL REQUIRED PER THE CITY OF TWO RIVERS CODE. INCREASE IN IMPERVIOUS AREA = 18,940 SQ. FT. STORMWATER MANAGEMENT PLAN NOT REQUIRED PER CITY OF TWO RIVERS CODE.
EROSION CONTROL AND STORMWATER MANAGEMENT PLAN TO BE IN ACCORDANCE WITH THE LATEST WDMR TECHNICAL STANDARDS.

FIRE PROTECTION FEATURES
BUILDING TYPE - WOOD FRAME
OCCUPANCY - SHOP AND HOME
SMOKE ALARMS TO BE INSTALLED IF
REQUIRED BY CODE

[illegible]



6-5-2025

- Signs and whip flags located within the public right of way of Hawthorne Avenue



6-5-2025

- U-Haul equipment not stored in location designated within the approved siteplan
- Signage is directing equipment to be stored there



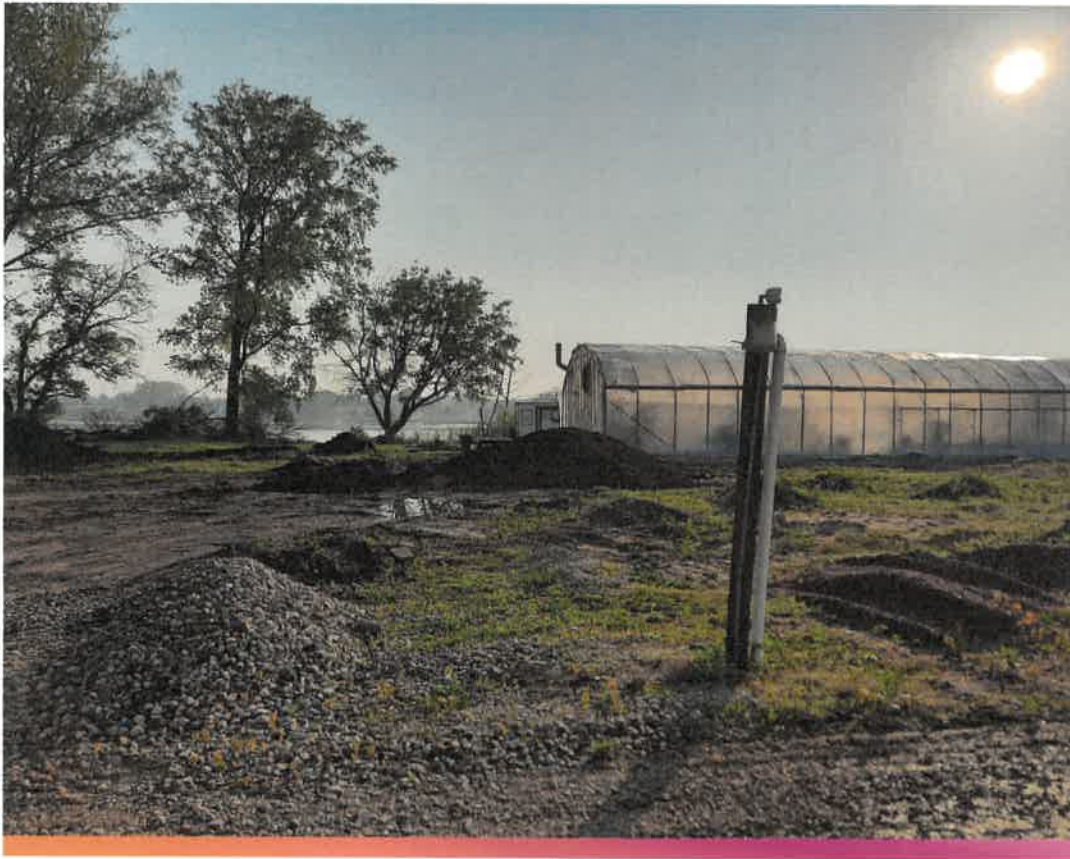
6-5-2025

- Storage of landscaping materials and firewood
- Storage of landscape equipment outside approved designated area
- Note directional sign by storage building – contrary to what approved CU / site plan
- Site plan shows traffic entering storage area west of Auto shop (one-way) and exiting on east side of auto shop (one-way); presently two-way on the east side of the auto shop



6-5-2025

- Storage of tires, drums, parts in bin, doors, outside – against approved CU.



6-5-2025

- Storage of landscape materials:
river rock/stone, soil, mulch



6-5-2025

- Storage of Landscape Materials
 - Firewood
 - Much
 - Compost
 - Soil
 - Debris
- Note: Observed previously, not photo documented the sale of hanging flower baskets by the easterly driveway – not permitted per Approved CU



6-5-2025

- Storage of Landscape Equipment not w/in designated area as shown within the approved site plan

Previously Approved CUP for 2005 Hawthorn Ave: Ross Auto & Transmission Service, LLC

CONDITIONAL USE
PERMIT
City of Two Rivers

Document Number

Permit No. 2021-05

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2005 Hawthorne Avenue in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

See "Exhibit A" Attached

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

Parcel ID Numbers: 053-202-101-050.01
053-202-101-070.07

Zoning Classification of the Premises is: B-2 Business District/Conditional Use for an Automobile Service Establishment.
Mailing Address of the Premises is: Ross Auto & Transmission Service, LLC, c/o Jake Ross, 247 Baker Lane, Mishicot, WI 54228

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 particular 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 an automobile service establishment.

Permitted by action of the City Council of the City of Two Rivers on November 1, 2021.

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 twelve (12) months of the date hereof.
3. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. Construction and operation of the use permitted shall be in strict conformity to the approved Site and Operation 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.
5. 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.
6. This Permit is specifically issued to Jake Ross d/b/a Ross Auto & Transmission Service, LLC and shall lapse upon a change in business ownership or tenancy of the subject premises; or if the land uses ceases operation for more than 12 months.
7. Conditions of Operations:
 - a. Hours of operation: 8AM - 5PM, Monday - Saturday. No Sunday operations.
 - b. No outdoor operations. Vehicle service and repairs shall be provided within the building.
 - c. No outdoor storage.
 - d. Dumpster(s) shall be located behind building and screened from adjacent properties.
 - e. Provide make-up air or any other alterations necessary in accord with commercial building code.
 - f. Inspection by the Building Inspector and Fire Department prior to opening for business.
 - g. Signage in accord with the City's Sign Code.

Previously Approved CUP for 2005 Hawthorn Ave: Green Acres Landscaping, Inc.

CONDITIONAL USE
PERMIT
City of Two Rivers

Document Number

Permit No. 2021-06

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2005 Hawthorne Avenue in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

See "Exhibit A" Attached

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

Parcel ID Numbers: 053-202-101-050.01
053-202-101-070.07

Zoning Classification of the Premises is: B-2 Business District/Conditional Use for a Landscape Contractor.
Mailing Address of the Premises is: Green Acres Landscaping, Inc., c/o Ryan Ross, 247 Baker Lane, Mishicot, WI 54228

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 particular 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 landscaper contractor.

Permitted by action of the City Council of the City of Two Rivers on November 1, 2021.

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 twelve (12) months of the date hereof.
3. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. Construction and operation of the use permitted shall be in strict conformity to the approved Site and Operation 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.
5. 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.
6. This Permit is specifically issued to Ryan Ross, d/b/a Green Acres Landscaping, Inc. and shall lapse upon a change in business ownership or tenancy of the subject premises; or if the land uses ceases operation for more than 12 months.
7. Conditions of Operations:
 - a. Hours of operation: 24 hours per day, 365 days per year to allow employees to access the vehicles to provide lawn care and snow removal services.
 - b. No vehicle maintenance or repairs in the designated area shown on the approved Site Plan, except for emergency repairs to get said vehicles to a service garage.
 - c. Outdoor storage of vehicles, trailers and equipment limited to designated area shown on the approved Site Plan.
 - d. No retail operations or storage of landscape materials.
 - e. Should the existing tree buffers be removed or diminished, the Permittee shall install a six-foot high privacy fence along the property lines adjacent to any residential use.
 - f. Signage in accord with the City's Sign Code.

Previously Approved CUP for 2005 Hawthorn Ave: T.R. Storage, LLC

CONDITIONAL USE
PERMIT
City of Two Rivers

Document Number

Permit No. 2021-07

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2005 Hawthorne Avenue in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

See "Exhibit A" Attached

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

Parcel ID Numbers: 053-202-101-050.01
053-202-101-070.07

Zoning Classification of the Premises is: B-2 Business District/Conditional Use for a Self-Storage Facility.
Mailing Address of the Premises is: T.R. Storage, LLC, c/o Ryan Ross, 247 Baker Lane, Mishicot, WI 54228

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 particular 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 establishing a self-storage facility.

Permitted by action of the City Council of the City of Two Rivers on November 1, 2021.

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 twelve (12) months of the date hereof.
3. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. Construction and operation of the use permitted shall be in strict conformity to the approved Site and Architectural 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.
5. 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.
6. This Permit is granted to Ryan Ross, d/b/a T.R. Storage, LLC and shall not lapse upon a change in ownership. The land use described herein may continue upon a change in ownership provided all operations are continued in strict accordance with this permit.
7. This permit shall lapse should the land use described herein cease for more than twelve (12) months.
8. Any conditions of this Permit which would normally be the responsibility of the owner or tenant of the premises shall be made part of the tenant's lease by the owner, which lease shall contain provisions for posting of the pertinent conditions to notify tenants and employees thereof as may be necessary to carry out the conditions.
9. Conditions of Operations:
 - a. Self-storage units may be rented or leased only for the storage of household or personal goods, vehicles, recreational vehicles, boats, business supplies or contractor supplies.
 - b. No sales, service, repair, fabrication or manufacturing activities are permitted in the storage units.
 - c. No animal, livestock, rabbits, fowl or poultry of any kind shall be raised, bred or kept in any unit.
 - d. No noxious, offensive, boisterous or illegal activity shall be carried on or conducted in any unit, nor shall anything be done therein, either willfully or negligently, which may or become and annoyance or a public nuisance.
 - e. There shall be no outdoor operations or storage.
 - f. No hazardous substances or materials as defined by federal, state or local laws shall be brought upon, kept or used in, on or about a unit, except for small quantities of gasoline or motor oil necessary for motor vehicles.
 - g. The building shall comply with applicable Building and Fire Codes and safety requirements.
 - h. Signage in accord with the City's Sign Code.



**PLAN COMMISSION
OCTOBER 11, 2021**

MINUTES

1. Call to Order

Chairman Buckley called the meeting to order at 5:30 PM.

2. Roll Call

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

All members were present. Kristin Lee, Eric Pangburn and Adam Wachowski attended remotely.

Also Present: Jacob Ross, Logan Ross, Ryan Ross, Tara Ross, Jeff Sabel, Brandon Robinson, Councilmember Bonnie Shimulunas, City Planner Elizabeth Runge and Recording Secretary Vicky Berg. Ian Slegler attended remotely.

3. Action Items

- A. Review Site and Architectural Plans, All Energy Management Systems at the northeast corner of Woodland Drive and STH 310, submitted Bayland Buildings (applicant) and Ian Slegler, All Energy Management Systems (business owner)

Discussion included exterior materials and the front landscape buffer area. Metal walls and roof, black walls, trim and roof with charcoal gray wainscoting. Sod shall be installed in the front landscape buffer area.

Motion to: Recommend approval subject to the conditions identified in the staff memo noting the seven-foot front buffer area shall be maintained as sod

Result: Approved by Roll Call Vote

Mover: Kay Koach

Second: Rick Inman

Voting For: Gregory Buckley, Rick Inman, Kay Koach, Kristen Lee, James McDonald, Eric Pangburn, Adam Wachowski

Voting Against: None

- B. Review a Conditional Use Permit for Ross Auto & Transmission Service, LLC at 2005 Hawthorne Avenue, submitted by Jake Ross (tenant) and Ryan Ross, T.R. Storage, LLC (property owner)

A communication from Nathan Schultz was distributed to the Commissioners. Commissioners attending remotely received the communication by email.

Discussion included hours of operation, lighting and screening. Revise hours of operation to read 8AM - 5PM, Monday -Saturday. Screening is not addressed because the permit is specifically issued to the business owner not the property owner. No additional lighting is proposed related to the auto repair business.

Motion to: Recommend approval subject to the conditions listed on the draft permit noting the change in hours of operation and forward to Council for public hearing

Result: Approved by Roll Call Vote

Mover: Adam Wachowski

Second: James McDonald

Voting For: Gregory Buckley, Rick Inman, Kay Koach, Kristen Lee, James McDonald, Adam Wachowski

Voting Against: None

- C. Review Conditional Use Permit for Green Acres Landscaping, Inc. at 2005 Hawthorne Avenue, submitted by Ryan Ross, T.R. Storage, LLC (business and property owner)

Discussion included hours of operation, vehicle maintenance, lighting and screening. Revise hours of operation to allow employees to access the vehicles for lawn care or snow removal 24 hours per day, 365 days per year. Include a general prohibition for vehicle maintenance except for emergency repairs to get vehicles to a service garage. No additional lighting is proposed. Five trees have been planted along the west property line parallel to Hawthorne Avenue. No revisions to screening were recommended.

Motion to: Recommend approval subject to the conditions listed on the draft permit noting revisions related to hours of operations and emergency repairs to vehicles and forward to Council for public hearing

Result: Approved by Roll Call Vote

Mover: Kay Koach

Second: Adam Wachowski

Voting For: Gregory Buckley, Rick Inman, Kay Koach, Kristen Lee, James McDonald, Eric Pangburn, Adam Wachowski

Voting Against: None

- D. Review Conditional Use Permit to construct a self-storage building at 2005 Hawthorne Avenue, submitted by Ryan Ross, T.R. Storage, LLC (business and property owner)

Discussion included hours of operation, lighting and landscaping. The property owner regulates the accessibility to the self-storage units within their lease agreement, which requests the units not be accessed between 10:00 PM and 6:00 AM. The property owner has planted several trees to provide additional screening to the north. The building will have wall-pack lighting directed downward.

Motion to: Recommend approval the plans submitted subject to the conditions listed on the draft permit and forward to Council for public hearing

Result: Approved by Roll Call Vote

Mover: Adam Wachowski

Second: James McDonald

Voting For: Gregory Buckley, Rick Inman, Kay Koach, Kristen Lee, James McDonald, Eric Pangburn, Adam Wachowski

Voting Against: None

4. For Discussion

- A. Comprehensive Plan:
Discussion of Economic Development and Housing Recommendations

The Housing element was discussed. Economic Development will be discussed at a future meeting.

Chairman Buckley excused himself from the meeting at 7:50 PM and handed the gavel to Commissioner McDonald.

5. Adjournment

Motion to: Adjourn at 8:00 PM

Result: Approved by Voice Vote

Mover: Kay Koach

Second: Rick Inman

Voting For: Rick Inman, Kay Koach, Kristen Lee, James McDonald, Eric Pangburn, Adam Wachowski

Absent: Gregory Buckley

Voting Against: None



Vicky Berg, Recording Secretary



CONDITIONAL USE
PERMIT
City of Two Rivers

DOC# 1262928

Permit No. 2021-05

STATE OF WI - MTWC CO
KRISTI TUESBURG REG/DEEDS
RECEIVED FOR RECORD
06/02/2023 12:55:33 PM

Before the City Council of the City of Two Rivers, Manitowoc County, Wisconsin, regarding the premises at 2005 Hawthorne Avenue in the City of Two Rivers, Manitowoc County, State of Wisconsin, further described as:

See "Exhibit A" Attached

3 Chg

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

Parcel ID Numbers: 053-202-101-050.01
053-202-101-070.07

Zoning Classification of the Premises is: B-2 Business District/Conditional Use for a U Haul Rental Service.
Mailing Address of the Premises is: Jake Ross, 247 Baker Lane, Mishicot, WI 54228

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

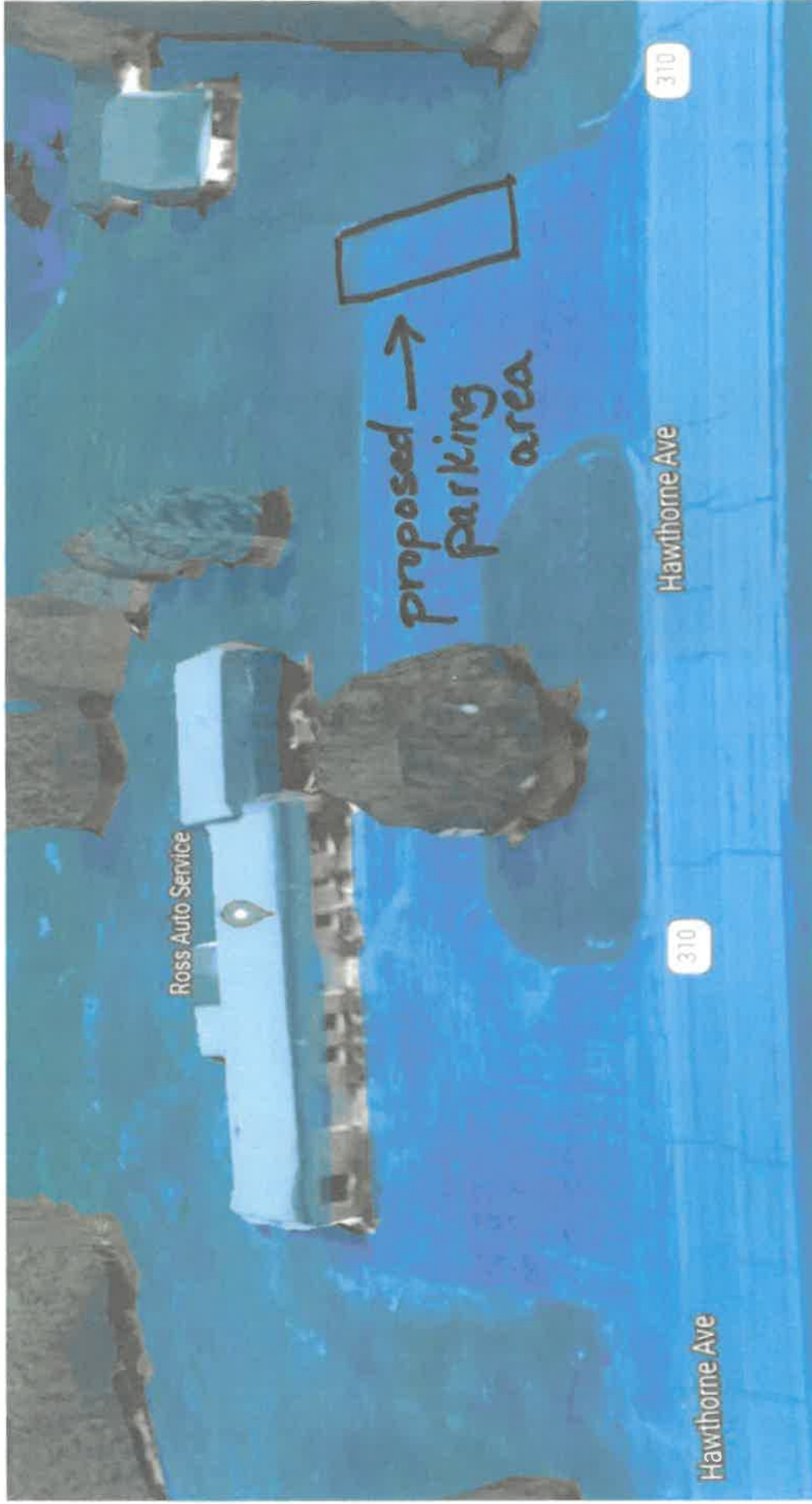
Petition therefore having been made, and public hearing held thereon, and the City Council of the City of Two Rivers having determined that by reason of the particular nature, character and circumstances of the proposed use, and of the specific and contemporary conditions, permit of such use upon the 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 truck rental operation (U-Haul).

Permitted by action of the City Council of the City of Two Rivers on April 17, 2023.
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 twelve (12) months of the date hereof.
3. This Permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of this Municipality.
4. Construction and operation of the use permitted shall be in strict conformity to the approved Site and Operation 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.
5. 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.
6. This Permit is specifically issued to Jake Ross to operate a U-Haul Rental Service (Dealer) and shall lapse upon a change in business ownership or tenancy of the subject premises; or if the land uses ceases operation for more than 12 months.
7. Conditions of Operations:
 - a. Hours of operation: 8AM - 7PM, Seven days a week.
 - b. Outdoor storage and parking of rental vehicles and trailers is to be limited to the UHaul parking spaces as shown in on the approved site plan.
 - c. No vehicle maintenance or repairs of rental trucks is to occur in the designated parking area except for emergency repairs to get vehicle to a service garage.
 - d. No outdoor storage other than the rental trucks and trailers.
 - e. Any new signage in accord with the City's Sign Code.



Same Business use was in
2008 For U-Haul Rentals





**TWO
RIVERS**
WISCONSIN

PLAN COMMISSION

Monday, March 13, 2023 at 5:30 PM

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

MINUTES

1. CALL TO ORDER

Chairman Buckley called the meeting to order at 6:40 PM.

2. ROLL CALL

Present: Greg Buckley, Matthew Heckenlaible, Kristin Lee, and Adam Wachowski.

Also Present: Zoning Administrator, Adam Taylor, and Jacob Ross.

3. ACTION ITEMS

- A.** Request for a Conditional Use Permit for a truck and trailer rental operation (U Haul) at 2005 Hawthorne ~~Street~~ zoned (B-2) Business District, submitted by Jacob Ross, owner Ryan Ross.

Ave

Jacob Ross presented a U Haul operation for 5 trucks to be parked on the designated east section of the parking lot. The commission added a small cushion for extra spaces up to 3 vehicles for not more than 48 hours. The hours of operation were also modified so that drop-offs can occur 24 hours.

A motion was made approving the CUP.

Motion made by Matt Heckenlaible, seconded by Kristen Lee

Roll Call Vote:

Voting Yea: Buckley, Heckenlaible, Wachowski, and Lee

Motion Carried

4. ADJOURNMENT

Motion to adjourn at 7:15PM.

Motion made by Wachowski, seconded by Lee

Respectfully submitted,
Adam Taylor