

Community Development Authority of the City of Manitowoc Meeting Minutes September 21, 2016

I. CALL TO ORDER

Chairman Stangel called to order the regular meeting of the Community Development Authority at 4:05 PM on September 21, 2016 at the Community Development Department offices.

II. ROLL CALL

N. Sparacio conducted the roll call.

III. APPROVAL OF MINUTES

N. Sparacio stated that the minutes of the August meeting will be provided at the next regular CDA meeting. No action was taken.

IV. MANITOWOC HOUSING AUTHORITY BUSINESS

None. (Ms. Haelfrisch was excused to attend training and will provide her regular update at the next CDA meeting.) Chairman Stangel noted that additional information is being considered relative to health insurance options for Manitou Manor staff.

V. DOWNTOWN REDEVELOPMENT ACTIVITIES

A. Monthly Report Presentation

N. Sparacio provided a report on the current fund balance. There was no change in the commercial loan program. An agreement is in the works to contract with Progress Lakeshore on RLF administration to help stimulate activity under this program. The following action was taken:

Motion by: Ald. Able

Seconded by: E. Roth

Moved that: the CDA accept the commercial monthly report and place on file

Upon vote: the motion carried unanimously

Design Reviews

B. 202 N 8th Street - Sign and Lighting Modifications

N. Sparacio explained the proposed signage for this property. The proposed projecting sign would extend from the corner on a 45 degree angle and would have no negative impact on the historic nature of the building or surrounding area. The lighting and electrical will blend in with the sign. Staff recommends approval of the request with the standard condition of approval. The following action was taken.

Motion by: Ald. Able

Seconded by: A. Doneff

Moved that: the Certificate of Appropriateness is granted with the condition of compliance with the Manitowoc Municipal Code including the sign permit

Upon vote: the motion carried unanimously

C. 911 Washington Street - Sign and Exterior Modifications

N. Sparacio explained the proposed signage and exterior modifications for this property. The building has many different exterior materials and has been modified substantially from its original condition. The rear addition may not have been original to the building either. The Board viewed the material samples for the pre-finished wood siding and the proposed paint colors. D. Schneider explained the proposed use of the rear portion of the building as an office for his construction business. He will need additional access and signage. The primary access on Washington Street will remain for the salon. The new access door will be secondary.

N. Sparacio stated that the staff recommendation is for approval of the changes to the front façade as proposed. Regarding the side façade changes, the alterations to the rear addition are recommended for approval, but the additional sign for the construction business does not coordinate with any other part of the building's color scheme. Staff is recommending that the applicant provide an alternative design for the signage.

D. Schneider stated that he is willing to work with the City on this. After some discussion, there was a consensus that the front façade colors will be modified to fit better with the construction sign, and the red colors in the sign lettering will be revised to match each other. Further discussion ensued regarding parking for the building, the condition of the brick, and the history of the building.

Motion by: Ald. Able

Seconded by: D. Tienor

Moved that: the Certificate of Appropriateness is granted after the final sign and façade colors are approved by the Community Development Director with the condition of compliance with the Manitowoc Municipal Code including the required permits

Upon vote: the motion carried unanimously

Loan Activities

D. None

E. Monthly Report on 1512 Washington St. Demolition

N. Sparacio stated that the Common Council approved the selection of Stantec as the project manager, that WDNR staff met onsite with the team to discuss asbestos

abatement options, and that the bid documents and bidding process are underway. The goal is to see abatement work completed this year so that the demolition work can also get started before the end of the year.

VI. HOUSING REHABILITATION BUSINESS

A. Financial Report Presentation

N. Sparacio provided a report on the current fund balances. There was an additional loan satisfaction under CDBG. There were no changes in the HCRI or HOME loan programs. Two applications are in the works for new CDBG loans with the help of our consultant, MSA. Ald. Able requested additional information on the \$60,000 in foreclosed loans that went through the Common Council. Next month, staff will provide a summary of the recent foreclosures for review by the CDA. In the future, the CDA should review these before final action is taken. Discussion was held and the following action was taken:

Motion by: Ald. Able

Seconded by: E. Roth

Moved that: the CDA accept the housing monthly reports and place on file

Upon vote: the motion carried unanimously

Loan Activities

B. None

Subordination Requests

C. None

Other Business

D. None

VII. ADJOURNMENT

Chairman Stangel adjourned the meeting at 4:40 p.m.

Minutes submitted by: Nicolas Sparacio

ATTENDANCE

Members Present

Chairman John W. Stangel

Ald. Chris Able

Emil Roth

Anton Doneff

Dennis Tienor

Members Excused

Ald. Lee Kummer

Staff Present

Nicolas Sparacio

Others Present

Amanda Behnke

Daniel Schneider

Peter Wills

Steven Cornils