



Plan Commission

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Monday, December 22, 2014	7:00 PM	De Pere City Hall Council Chambers
---------------------------	---------	------------------------------------

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **December 22, 2014** at **7:00 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call.
2. Approval of the minutes of the November 24, 2014 Plan Commission meeting.
3. Review the Street Name Change Request for Renkins Court to Renkens Court. Applicant: City of De Pere.*
4. Review the CSM Application for a single lot and single outlot CSM in the City of De Pere on Heritage Road. Applicant: City of De Pere.*

Adjournment

*** Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday December 22nd, 2014 so that arrangements can be made.

AGENDA SENT TO:
Plan Commission Members
Alderspersons
News Media
Byrne Trust
Belmark Inc.

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: December 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Approval of the minutes of the November 24, 2014 Plan Commission meeting.

ATTACHMENTS:

- PC_Nov2014_Minutes_Draft (PDF)



Plan Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, November 24, 2014

7:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Derek Beiderwieden	Commissioner	Present	
James Boyd	Aldersperson	Present	
Jim Kalny	Commissioner	Excused	
Larry Lueck	Aldersperson	Excused	
Elizabeth Runge	Commissioner	Present	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Planning Director Ken Pabich and members of the public.

- Approval of the minutes of the October 27, 2014 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Beiderwieden, Boyd, Runge, Taylor, Walsh
EXCUSED:	Jim Kalny, Larry Lueck

- Review the Conditional Use Application for SNC Facilities Department and student housing at 405 Grant Street. Applicant: Saint Norbert College.*

Ken Pabich provided an overview of the application and staff recommendations. Discussion followed regarding the use of the old gym space as a central receiving area, and the location of the loading dock in regards to traffic on Fourth St. Upon vote, motion carried unanimously to approve the conditional use with staff items being addressed, and forward to City Council for approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Beiderwieden, Boyd, Runge, Taylor, Walsh
EXCUSED:	Jim Kalny, Larry Lueck

- Review the Site Plan Application for a 20,500 sq ft addition at 1850 Enterprise Drive (Arms Inc). Applicant: SMET Construction.

Ken Pabich reviewed the application and staff comments. The Plan Commission must approve the request for an additional driveway; Engineering reported no safety concerns in terms of driveway access. The exterior panels being proposed by the designer have not been approved by this board in the past. Staff is recommending that they work with the contractor to modify the material choice. The site plan could still be approved tonight contingent on that choice. Mayor Walsh motioned, seconded by James Boyd, to open the meeting for public comments. Upon vote, motion carried unanimously.

Richard Fisher from Fisher & Associates Architects, and Jamie Blom from Smet Construction addressed the board and explained the factors that impacted their choice of exterior materials. Mayor Walsh stated that the Plan Commission has gone on record before that they are not in favor of this type of material. Fisher asked for guidelines to follow if this choice is not approved. The Commission is looking for a panel that is wider so it doesn't have the feel of a traditional panel system; width is a significant factor in aesthetics from the street.

Mayor Walsh motioned, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried unanimously.

Mayor Walsh motioned, seconded by Steve Taylor, to approve the site plan with the exception of the materials for the front elevation. The developer must work with city staff on an alternative. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Steve Taylor, Commissioner
AYES:	Beiderwieden, Boyd, Runge, Taylor, Walsh
EXCUSED:	Jim Kalny, Larry Lueck

5. Review the Rezoning Application to rezone WD-52, WD-59 and part of WD-60 from General Industrial (I-3) to Residence District with a Planned Development District Overlay (R-3 PDD). Applicant: Commonwealth Development.*

Ken Pabich reviewed the rezoning request, which includes a PDD overlay. At tonight's meeting the Plan Commission is considering the rezoning itself, as well as the general plan proposal. The Commission can suggest modifications to the general plan tonight. Ken reviewed staff comments and impacts, noting that staff feels that the current I-3 zoning is not a compatible use for that location. The general plan proposes 62 units, which is a lower density than what could actually be allowed on the site. Staff review identified a concern about turning radiuses for emergency vehicles with the current driveway plan; discussion followed. Staff items would have to be addressed before moving ahead to the Precise Implementation Plan.

Mayor Walsh motioned, seconded by Steve Taylor, to open the meeting for public comments. Upon vote, motion carried unanimously.

Kevin McDonnell from Commonwealth Development addressed the board and provided an overview of the company and their proposal for the site. Discussion followed regarding the site identification process. Steve Taylor inquired if the developer would be willing to modify the driveway plan to address concerns about emergency vehicle access; McDonnell replied in the affirmative. Elizabeth Runge expressed concern about the sufficiency of a single access point into the complex, and discussion followed.

Jeff Dickert from CESA 7 expressed support for the project. His only concern is in regards to the amount of traffic in the area, and he suggested a right turn inset to alleviate congestion.

Robert Feaker with Feaker & Sons spoke in favor of the project and stated that current traffic does not present problems, with the exception of Packer home games.

Mayor Walsh motioned, seconded by James Boyd, to return to regular order. Upon vote, motion carried unanimously.

Discussion followed regarding the process of concept approval. Ken stated that the cost of adding a right turn lane into the complex would be part of the project, but that the City would provide design assistance.

Derek Beiderwieden motioned, seconded by Steve Taylor, to approve the rezoning request and the general plan, with the addition of a right turn lane and straightening of the S-curve in the driveway. Upon vote, motion carried unanimously. The rezoning request will be published as a Class II notice and will then be forwarded to City Council.

Adjournment

Mayor Walsh motioned, seconded by Derek Beiderwieden, to adjourn the meeting at 7:57 P.M. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: December 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the Street Name Change Request for Renkins Court to Renkens Court. Applicant: City of De Pere.*

ATTACHMENTS:

- PC_Staff_Memo_Renkens (PDF)
- Renkens (PDF)
- Road Name Change (PDF)

**Item #3: Review the Street Name Change Request for Renkins Court to Renkens Court.
Applicant: City of De Pere.***

The City of De Pere is requesting that the name of Renkins Court be changed to Renkens Court. The family that the street was named after was actually spelled as Renkens. Staff is not sure why the street name was initially recorded with the incorrect spelling. There is only one property owner that is affected by the name change and they have been notified of the change and have not responded with any concerns.

Recommendation

Staff recommends approval of the street name change request, and that it be forwarded to the Common Council for approval.



CITY OF DE PERE
APPLICATION FOR
STREET NAME CHANGE

Fee: \$ 160.00

Receipt #: NA

Date: August 20, 2014

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) City of De Pere	Authorized Representative Ken Pabich	Title Director of Planning	
Mailing Address 335 S Broadway, De Pere WI 54115	City De Pere	State WI	ZIP Code 54115
Email Address kpabich@mail.de-pere.org	Phone Number (incl. area code) 920-339-4043	Fax Number (incl. area code)	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Street Name Change

Current Street Name:	Renkins Court
New Street Name:	Renkens Court

SECTION 4: Street Name Change Information

Reason for Requesting Name Change:	The name the street was named after is spelled Renkens.
------------------------------------	--

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative for this Application. I certify that the information contained in this form and attachments is true and accurate.

Name of Owner/Authorized Representative (please print) Ken Pabich	Title Director of Planning	Phone Number 920-339-4043
Signature of Applicant		Date Signed August 20, 2014

Maps and scaled drawings which help explain the request are strongly encouraged.

Attachment: Renkens (2554 : Name Change)

Road Name Change



Attachment: Road Name Change (2554 : Name Change)



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising this map.

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010



12/18/2014

Packet Pg. 9

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: December 22, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the CSM Application for a single lot and single outlot CSM in the City of De Pere on Heritage Road. Applicant: City of De Pere.*

ATTACHMENTS:

- PC_Staff_Memo_CSM (PDF)
- City_Belmark_CSM (PDF)

Item #4: Review the CSM Application for a single lot and single outlot CSM in the City of De Pere on Heritage Road. Applicant: City of De Pere.*

Robert E Lee has completed a CSM with a single lot and single outlot which includes both property owned by Belmark and the City of De Pere. The CSM is being completed as part of the storm water project that was done by the City in 2012. Please note two items as they relate to the CSM:

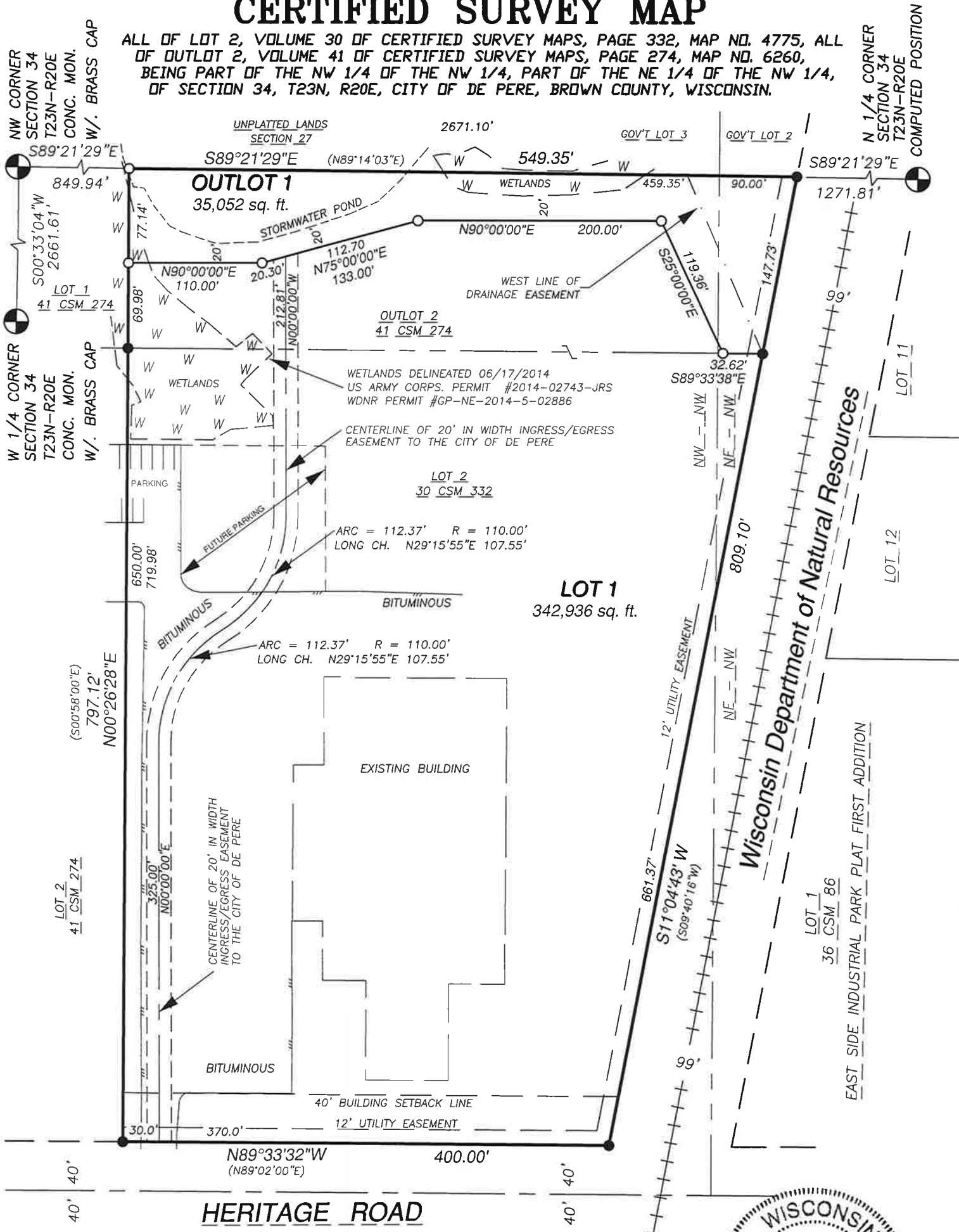
1. There is an easement provided by Belmark to the City for access to the pond for future maintenance.
2. Just south of Outlot 1, the City still owns a piece of the property. This property must be deeded to Belmark before the CSM is recorded. The City Council needs to approve both the CSM and deeding of the property.

Recommendation:

Staff would recommend approval of the CSM, and that the CSM be forwarded to the Common Council for approval.

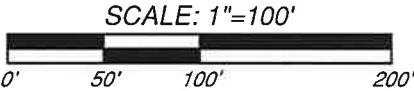
CERTIFIED SURVEY MAP

ALL OF LOT 2, VOLUME 30 OF CERTIFIED SURVEY MAPS, PAGE 332, MAP NO. 4775, ALL OF OUTLOT 2, VOLUME 41 OF CERTIFIED SURVEY MAPS, PAGE 274, MAP NO. 6260, BEING PART OF THE NW 1/4 OF THE NW 1/4, PART OF THE NE 1/4 OF THE NW 1/4, OF SECTION 34, T23N, R20E, CITY OF DE PERE, BROWN COUNTY, WISCONSIN.

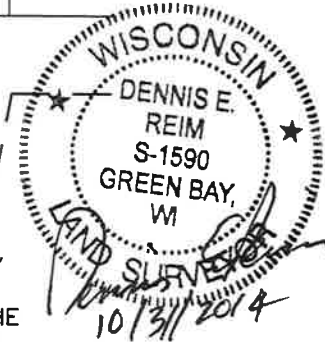


LEGEND

- Existing 1"Ø Iron Pipe, Unless otherwise noted
- Set 1" x 18" Iron Pipe weighing 1.13 lbs./lin. ft.
- Recorded County Monument



BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NW 1/4 OF SECTION 34, T23N, R20E, RECORDED TO BEAR S89°21'29"E



CERTIFIED SURVEY MAP

SURVEYOR'S CERTIFICATE

I, Dennis E. Reim, Professional Land Surveyor, do hereby certify that under the direction of Ken Pabich, City of De Pere, owner, I have surveyed, divided and mapped a parcel of land located in all of Lot 2, Volume 30 of Certified Survey Maps, Page 332, Map Number 4775, all of Outlot 2, Volume 41 of Certified Survey Maps, Page 274, Map Number 6260, being a part of the Northwest 1/4 of the Northwest 1/4, part of the Northeast 1/4 of the Northwest 1/4, Section 34, Township 23 North, Range 20 East, City of De Pere, Brown County, Wisconsin described as follows:
Commencing at the Northwest corner of said Section 34;
thence S89°21'29"E, 849.94 feet along the north line of said Northwest 1/4 to the northwest corner of said Outlot 2, the POINT OF BEGINNING;
thence S89°21'29"E, 549.35 feet to the northeast corner of said Outlot 2;
thence S11°04'43"W, 809.10 feet to the southeast corner of said Lot 2;
thence N89°33'32"W, 400.00 feet to the southwest corner of said Lot 2;
thence N00°26'28"E, 797.12 feet to the POINT OF BEGINNING.

Parcel contains 377,988 square feet or 8.68 acres of land more or less.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and that I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Chapter 14 of the General Ordinances of the City of De Pere in the surveying, dividing and mapping of the same.

Dated this 31 day of October, 2014.

Dennis E. Reim
Dennis E. Reim RLS #1590
ROBERT E. LEE & ASSOCIATES, INC.



LIMITED LIABILITY COMPANY OWNERS CERTIFICATE

FLEX, LLC a Wisconsin Limited Liability Company duly organized and existing under and by virtue of the laws of the State of Wisconsin does hereby certify that said Limited Liability Company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. FLEX, LLC does further certify that this plat is required by S236.10 or S236.12 to be submitted to the following for approval or objection: City of De Pere

FLEX, LLC
Karl Schmidt, Managing Member

STATE OF WISCONSIN)
COUNTY OF BROWN) ss

Personally came before me this day of, 2014, the above named owners to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public
(print name)
Brown County, Wisconsin.
My commission expires:

CERTIFIED SURVEY MAP

MUNICIPAL CORPORATE OWNERS CERTIFICATE

City of De Pere, a Municipal Corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin does hereby certify that said City of De Pere caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. City of De Pere does further certify that this plat is required by S236.10 or S236.12 to be submitted to the following for approval or objection:
City of De Pere

Michael Walsh, Mayor

Shana L. Defnet, Clerk-Treasurer

STATE OF WISCONSIN)
COUNTY OF BROWN) ss

Personally came before me this _____ day of _____, 2014, the above named owners to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public _____
(print name)
Brown County, Wisconsin.
My commission expires: _____

COMMON COUNCIL APPROVAL CERTIFICATE

Approved for the City of De Pere this _____ day of _____, 2014.

Shana L. Defnet, Clerk-Treasurer

