



# Plan Commission

## Special Meeting

### Final Minutes

335 South Broadway  
De Pere, WI 54115  
<https://www.deperewi.gov/>

Monday, December 21, 2020

7:00 PM

#### Call to Order

The meeting was called to order at 7:00 PM by Mayor James Boyd

| Attendee Name      | Title        | Status  | Arrived |
|--------------------|--------------|---------|---------|
| James Boyd         | Mayor        | Present |         |
| Derek Beiderwieden | Commissioner | Excused |         |
| Brenda Busch       | Commissioner | Present |         |
| Dan Carpenter      | Aldersperson | Present |         |
| Mark Higgins       | Commissioner | Present |         |
| Dean Raasch        | Aldersperson | Present |         |
| Grant Schilling    | Commissioner | Present |         |

Also present: Development Services Director Daniel Lindstrom, City Planner Peter Schlein, and members of the public.

2. Approval of the minutes of the November 23, 2020 Plan Commission meeting.

|                  |                                                    |
|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                         |
| <b>MOVER:</b>    | James Boyd, Mayor                                  |
| <b>SECONDER:</b> | Dean Raasch, Aldersperson                          |
| <b>AYES:</b>     | Boyd, Busch, Carpenter, Higgins, Raasch, Schilling |
| <b>EXCUSED:</b>  | Derek Beiderwieden                                 |

3. Consideration and possible action on a request for a site plan to add 71,255 SF to an existing building at 1800-1862 Commerce DR (Parcels ED-344-101-1, ED-344-101-5).
- City Planner Peter Schlein reviewed the site plan for an industrial building addition for Belmark at 1800-1862 Commerce Drive. The expansion will be done in two phases: one in 2021 and one in 2022. Peter reported that a variance for this property was granted earlier this evening by the Board of Appeals to reduce the transitional yard from 50 feet to 15 feet. Metal on the front side of the building requires Plan Commission approval, while metal on the side and rear may also be approved by Plan Commission. Staff recommended approval, subject to the conditions in the report. Mayor Boyd moved, seconded by Ald. Raasch, to open the meeting. Upon vote, motion carried unanimously. Karl Schmidt with Belmark addressed the commission. He noted that the metal is being used to add a modern, upscale look to the building. Mayor Boyd moved, seconded by Brenda Busch, to go back to regular session. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Ald. Raasch, to approve the site plan and the use of metal on the front, sides, and rear of the building. Upon vote, motion carried unanimously.

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|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                         |
| <b>MOVER:</b>    | James Boyd, Mayor                                  |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                           |
| <b>AYES:</b>     | Boyd, Busch, Carpenter, Higgins, Raasch, Schilling |
| <b>EXCUSED:</b>  | Derek Beiderwieden                                 |

4. Consideration and possible action regarding a variance to permit two wall signs on a proposed office building in the C-EO District at 2020 Innovation CT (Parcel WD-D0036-2).

City Planner Peter Schleinz reviewed the variance request for two wall signs on the proposed office building for United Healthcare Group at 2020 Innovation Court. He reported that both signs are 500-600 feet away from the highway. The wall signs will be located on the north end and southwest side of the building. The property is set below the height of the highway, which is why the signs are located higher on the building. The only variance element is how high the signs will be placed on the building. Peter clarified that the building has two street frontages, therefore, two signs are allowed. Ald. Carpenter stated that he was in favor of the sign variance, due to the location of the building from the highway. Ald. Raasch moved, seconded by Mark Higgins, to approve the variance request. Upon vote, motion carried unanimously.

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|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                         |
| <b>MOVER:</b>    | Dean Raasch, Alderperson                           |
| <b>SECONDER:</b> | Mark Higgins, Commissioner                         |
| <b>AYES:</b>     | Boyd, Busch, Carpenter, Higgins, Raasch, Schilling |
| <b>EXCUSED:</b>  | Derek Beiderwieden                                 |

#### Adjournment

Ald. Raasch moved, seconded by Brenda Busch, to adjourn the meeting at 7:21 PM. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker