Plan Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
http://www.de-pere.org

Final Minutes

Monday, August 27, 2018 | **7:00 PM** | **De Pere City Hall Council Chambers**

Call to Order

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

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Excused	
James Boyd	Alderperson	Present	
Larry Lueck	Alderperson	Present	
Derek Beiderwieden	Commissioner	Present	
Amy Kundinger	Commissioner	Excused	
Steve Taylor	Commissioner	Present	
Grant Schilling	Commissioner	Present	

Also present: Development Services Director Kim Flom, City Planner Peter Schleinz, and members of the public.

2. Approval of the minutes of the July 23, 2018 Plan Commission meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Steve Taylor, Commissioner
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

3. A Public Hearing on the proposed project plan to Tax Increment Financing District #14 is scheduled for 7:00 PM, or as soon thereafter as can be heard.

A. Notice of Public Hearing

Kelly Barker read the notice of public hearing, stating that it was published in the Green Bay Press Gazette on August 13 and August 20, 2018.

RESULT:	**DISCUSSED**

B. Review of Project Plan for Tax Increment Financing District #14. *

Development Services Director Kim Flom reviewed the project plan for TID #14, which is being proposed to facilitate the redevelopment of the historic Irwin School at 428 S Superior Street. It is a single property TID and is considered a blight TID due to the fact that at least 50% or more of the property within the boundaries of the TID is considered blight by state standards. Kim clarified that just because the school property is blighted, in no way does this mean that the neighborhood is blighted in any way. The cost of renovating and converting the school is very expensive and a developer, Milwaukee View, approached the City to help fund the project. The developer is asking for $1.5 million in funds to help fund the project. Kim reported that the existing building will be converted into 8 condominiums with an additional 12 townhomes built on the site. The project itself still has to go through it's own set of reviews and it is likely that development will start either this winter or next spring. Kim noted that the consultant, Baird was in attendance to answer any questions regarding the TID project plan. James Boyd declared the public hearing open at 7:07 PM. He called three times for anyone to speak. No one wished to speak and the public hearing was called to a close at 7:08 PM. Larry Lueck moved, seconded by Derek Beiderwieden, to approve the project plan. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

C. Resolution PC18- 01, Recommending adoption of the Project Plan for the creation of Tax Increment Financing District #14.

Development Services Director Kim Flom noted that the resolution is scheduled to go before the Council on September 18, 2018, with final approval at the Joint Review Board meeting on September 19, 2018. Larry Lueck moved, seconded by Derek Beiderwieden, to approve the resolution. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

4. Recommendation regarding a Proposed Two Lot Certified Survey Map at 749 Main Avenue (Parcels WD-80, WD-80-1, WD-81, & WD-84-1). Submitted by Brian Sandberg, PLS, authorized representative for Associated Bank.

City Planner Peter Schleinz reviewed the CSM at the site of the new Associated Bank. Staff recommended approval subject to six conditions outlined in the staff report. Grant Schilling asked if the landscaping has been addressed. Peter replied that there will be increased landscaping along Eighth Street and Main Avenue which will meet the landscaping requirements. Derek Beiderwieden moved, seconded by Steve Taylor, to approve the CSM. Upon vote, motion carried by a vote of 4-0, with Grant Schilling abstaining.

RESULT:	**ADOPTED [4 TO 0]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
ABSTAIN:	Grant Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

5. Recommendation regarding a Proposed Two Lot Certified Survey Map at 825 East River Drive (Parcel ED-1128-E-1-3). Submitted by Michael D. Vande Hei, PLS, authorized representative for CP Legacy LLC & Harold Macco Trust #2, property owner.*

City Planner Peter Schleinz reviewed the CSM at 825 East River Drive. He explained that the proposal includes the addition of right-of-way for a future cul-de-sac extenstion on Lebrun Street. Due to dedication of right-of-way, this item also has to be reviewed by the Common Council at their September 4, 2018 meeting. Staff recommended approval subject to one condition and four recommendations for future development. Peter noted that the Village of Allouez also has to approve the CSM since Lebrun Street lies along the city limits between De Pere and Allouez. James Boyd moved, seconded by Larry Lueck, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

6. Recommendation regarding a rezoning request from Temporary R-1 (Single Family Residence District) to R-1, R-2 (Single and Two-Family Residence District), R-3 (Multiple Family Residence District) and Conservancy District, at 2674 Ryan Road (Parcels ED-R27-1 & ED-R27-2). Submitted by Steven M. Bieda, PLS, Mau & Associates LLP, authorized representative for Basig Investors LLC, property owner.*

   City Planner Peter Schleinz reviewed the rezoning request for the Pine Trail Crossing subdivision. Staff recommended approval of the rezoning, subject to one condition outlined in the staff report. Staff did receive comments from two property owners who voiced their objections to the proposed rezoning. James Boyd asked how many more steps were remaining with this project. Peter replied that Council review is the final step of the rezoning, but the plat still needs to be recorded with the County. James Boyd asked if anyone wished to speak on this item. James Boyd moved, seconded by Larry Lueck, to open the meeting. Upon vote, motion carried unanimously. Dan VanGrunsven questioned why Lot 22 is zoned R2 when it is surrounded by all R1 lots. Steve Bieda, the surveyor with Mau & Associates, addressed the question. He stated that the developer chose Lot 22 to be zoned R2 since it is a larger lot, which allows a wider building to be built on it. Peter Schleinz added that mixed uses in a subdivision are quite common. James Boyd moved, seconded by Steve Taylor, to back to regular order. Upon vote, motion carried unanimously. James Boyd moved, seconded by Grant Schilling, to approve the rezoning request. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Alderperson
SECONDER:	Grant Schilling, Commissioner
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

7. Recommendation regarding a rezoning request from B-3 (Motor Vehicle Dependent Business District) to B-2 (General Business District) at 1081 N. Broadway Street (Parcel ED-1128-E-1-3). Submitted by David Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.*

   City Planner Peter Schleinz reviewed the rezoning request. The developer is proposing to build a two story mixed use building behind the Dairy Queen on Broadway Street. Staff recommended approval of the rezoning request, subject to two conditions outlined in the staff report. James Boyd moved, seconded by Derek Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. Dave Hongisto, the authorized representative for Nulund Group LLC, addressed the board. He stated that the main goals of this project are to design a building with office space on the first floor and four apartments on the second floor and to capitalize on the views of the Fox River. He added that there will be landscaping added to break up the parking lot and in front of the building. James Boyd moved, seconded by Steve Taylor, to back to regular order. Upon vote, motion carried unanimously. Steve Taylor moved, seconded by James Boyd, to approve the rezoning request. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Steve Taylor, Commissioner
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

8. Review and recommendation for a Conditional Use Permit application for a proposed new commercial building to have four residential units on the second floor and for an existing restaurant to continue to use a drive-in window at 1081 N. Broadway Street (Parcel ED-1128-E-1-3) where the zoning district that is proposed to be rezoned from B-3 to B-2. Submitted by David Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.*

City Planner Peter Schleinz reviewed the conditional use request, which is also related to the previous agenda item. He reported that there are two parts to the conditional use: residential use on the second floor of the proposed new building, with the second part relating to the driveway lane for the DQ drive-thru window, which will allow the drive thru use to continue. Peter explained that a new drive-thru window would not be allowed with the rezoning; however the existing drive-thru lane can remain as a non-conforming use in the B-2 district. Staff recommended approval to the two part conditional use request, subject to the conditions outlined in the staff report. James Boyd moved seconded by Derek Beiderwieden, to open the meeting. Dave Hongisto addressed the board, explaining that the conditional use request for the drive-thru was requested in the event that there is was a sale of the property, then the drive-thru lane would be allowed to remain. James Boyd moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion carried unanimously. Derek Beiderwieden moved, seconded by James Boyd, to approve the conditional use request. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Lueck, Beiderwieden, Taylor, Schilling
EXCUSED:	Michael J. Walsh, Amy Kundinger

9. The consultant, Graef USA, Inc. will provide a presentation of the three conceptual alternatives for the redesign of the streetscape on James Street.

Bill Boyle reviewed the redesign project for James Street. The consultant, Graef, provided a presentation of the three conceptual alternatives for the redesign of the streetscape. Kristan Sanchez from Graef explained that there are three phases of the redesign project, and currently the project is in Phase 2. The project will move into the refinement stage after all public comments are reviewed. Comments that were highlighted at the stakeholder meeting which took place last month indicated that the space should be "green" and a smaller, secondary space in the City. The three alternatives were identified as:

A: Green Pathway and Follies (sunshades, pergolas), new pedestrian lighting
Improvements limited to north side of the street, enhanced green gardens, smaller water feature
Targeted budget: $300,000-$350,000

B: The Green Room
Improvements focused on stretching across both sides of James Street, vertical water wall feature, wind wall, new pedestrian lighting, traditional benches, softer paving treatment under the trees, with fun seating on both ends of the site under the trees
Targeted budget: $500,000

C: The Green Room Deluxe
Improvements on both sides of the street, specialty pavers throughout, space for sculptures, larger public art pieces
Targeted budget: $850,000

After the presentation, Plan Commission members were asked to provide their feedback and comments on the three alternatives. James Boyd indicated that he preferred alternative A. He questioned if the trees would be saved or removed. Kristin from Graef replied that the intent is to keep as many trees as possible; however during the demolition of the fountain, some tree roots may be damaged. James also noted that some types of shrubbery require a lot of maintenance, which may become an issue. Derek Beiderwieden commented on the pavers which were part of alternative C, which he is not in favor of due to their maintenance and upkeep. He did like the idea of expanding the streetscape across to the other side of the street, but wasn't sure about the separate "rooms" in alternative B and C. He added that he liked the winding pathway of alternative A. Steve Taylor asked about parking spaces. Kristin replied that no parking spaces will be lost in any of the alternatives. Grant Schilling asked about the depth of the path in front of the hotel and that it would be too narrow. Kristin replied that it is about 30 feet wide, which is quite wide. James Boyd noted that this item will go to the Board of Public Works as one preferred alternative, who will then make a recommendation to the Council for final approval.

RESULT:	**DISCUSSED**

10. Status Report and Presentation for the City of De Pere Zoning Ordinance and Sign Ordinance Rewrite - August 2018.

Development Services Director Kim Flom reported that the zoning code rewrite project is a huge undertaking and the Plan Commission will be involved along the way. The consultant, Duncan Associates, is now in the public engagement phase of the project. She turned the meeting over to Kirk Bishop from Duncan Associates to provide a review. Kirk reported that this is the City's first comprehensive zoning code update in almost 50 years. The overall project is set up in five stages and it is currently at the end of the first stage. He outlined some of the objectives of the project, which are:
-To align ordinance with comprehensive plan
-Include updated design standards and new tools
-Promote walkable mixed-use development patterns
-Protect stable residential neighborhoods
-Offer a variety of housing choices and lifestyle options

-Rely on predictable and efficient approval procedures
-Include illustrations, graphics, and navigational features
-Make regulations easy to use and understand

Kirk reported that he has been conducting interviews with several stakeholder groups, including members of City boards and commissions, as well as downtown business owners. He noted that the Plan Commission has been assigned as the steering committee for the project. Throughout the project, the Plan Commission will be provided monthly updates of the rewrite. Kirk reported that the entire project will be completed about a year from now, in late July 2019. The "Concepts and Directions Report" will be posted on the home page of the City's website for public viewing.

RESULT:	**NO ACTION**

Adjournment

James Boyd moved, seconded by Derek Beiderwieden, to adjourn the meeting at 8:37 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker