Plan Commission

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

Regular Meeting

Final Minutes

Monday, August 26, 2019 **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
Michael J. Walsh	Mayor	Present	
James Boyd	Alderperson	Present	
Derek Beiderwieden	Commissioner	Present	
Brenda Busch	Commissioner	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Alderperson	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 22, 2019 Plan Commission meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling

3. Staff recommendation and possible action regarding a Proposed Extraterritorial 2 Lot Certified Survey Map at 2440 Oak Ridge Circle in the Town of Ledgeview (Parcel D-489-1). Submitted by Bryan L. Pfeffer, PLS, Robert E. Lee & Associates, authorized representative for Elaine LeDuc property owner. *

City Planner Peter Schleinz reviewed the 2-lot extraterritorial CSM in the Town of Ledgeview. Staff recommended approval subject to two conditions outlined in the staff report. Derek Beiderwieden moved, seconded by Alderperson Raasch, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Dean Raasch, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling

4. Staff recommendation and possible action regarding a Proposed Extraterritorial 2 Lot Certified Survey Map for an unaddressed property located north from Heritage Road and Wayne Lane in the Town of Ledgeview (Parcel D-450-1). Submitted by Steven M. Bieda, PLS, Mau & Associates LLP, authorized representative for Gigot Properties LLC, property owner. *

City Planner Peter Schleinz reviewed the 2 lot extraterritorial CSM in the Town of Ledgeview. Mark Higgins recused himself from voting on this item because the property owner is a customer of Johnson Bank, where he is employed. Staff recommended approval subject to three conditions outlined in the staff report. Alderperson Raasch moved, seconded by Brenda Busch, to approve the CSM. Upon vote, motion carried with a vote of 6-0, with Mark Higgins abstaining.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Busch, Raasch, Schilling
ABSTAIN:	Mark Higgins

5. Staff recommendation and possible action regarding a Proposed Extraterritorial 1 Lot Certified Survey Map at the 4800 BLK Tower Road in the Town of Glenmore (part of Parcel GL-107). Submitted by Leslie D. Van Horn, PLSS, Van Horn & Van Horn LLC, authorized representative for Shillcox Shamrock Lines LLC, property owner. *

   City Planner Peter Schleinz reviewed the one lot extraterritorial CSM in the Town of Glenmore. It is not creating a new lot, but it is dedicating 495 square feet of right-of-way along Tower Drive. Staff recommended approval subject to two conditions outlined in the staff report. Mayor Walsh moved, seconded by Alderperson Boyd, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling

6. Staff recommendation and possible action regarding a street name change to establish the name Drift Inn Drive for an unnamed street, located between the 600 block of Parkview Road and the 1500 block of Ashland Avenue. Submitted by City of De Pere. *

   City Planner Peter Schleinz reviewed the street name change request for an unnamed street located between the 600 block of Parkview Road and Ashland Avenue. The proposed new name for the road is Drift Inn Drive, which is a local business located in the area. Staff recommended approval with no conditions. Derek Beiderwieden questioned the use of a business name to name a street. He doesn't think it's good practice to use business names for street names. Alderperson Boyd asked if the owners of the Drift Inn were notified of the name change and Peter replied yes. Development Services Director Kim Flom added that they were made aware of the name change, but they did not request the change. Alderperson Raasch moved, seconded by Brenda Busch, to approve the name change. Upon vote, motion carried by a vote of 6-1.

RESULT:	**ADOPTED [6 TO 1]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Walsh, Boyd, Busch, Higgins, Raasch, Schilling
NAYS:	Derek Beiderwieden

7. Staff recommendation and possible action regarding a Site Plan request for a warehouse addition at 1200 and 1212 Enterprise Drive (Parcels ED-2070 and ED-F0005-2). Submitted by Robert Mach, PE, Mach IV Engineering & Surveying LLC, authorized representative for Amerilux Holdings LLC & Novaks Cheese Enterprises, property owners.

   City Planner Peter Schleinz reviewed the site plan for a warehouse addition for Amerilux. Mark Higgins recused himself from voting on this item because the property owner is a customer at Johnson Bank, where he is employed. Peter explained that the building materials included metal on the sides and rear of the addition, which are not approved materials, but can be approved by the Plan Commission. Staff recommended approval of the site plan, subject to the conditions outlined in the staff report. Because the proposed materials were approved by Plan Commission for the original site plan at this property, staff also recommended approval of the use of the architectural paneling, Lexan translucent paneling, and metal for the addition. Mayor Walsh moved, seconded by Alderperson Boyd, to approve the site plan with the proposed facade materials. Upon vote, motion carried by a vote of 6-1, with Mark Higgins abstaining.

RESULT:	**ADOPTED [6 TO 0]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Raasch, Schilling
ABSTAIN:	Mark Higgins

8. Staff recommendation and possible action regarding a Site Plan request for a new building and driveway expansion for the De Pere Energy Center (Wisconsin Public Service) at 200 Main Ave (part of Parcel WD-365). Submitted by Mark Olson, Badgerland Buildings INC, authorized representative for Alstrom Munksjo Nicolet LLC, property owner Inc.

City Planner Peter Schleinz reviewed the site plan for a new building and driveway expansion for the De Pere Energy Center at 200 Main Avenue. The applicant proposes an all metal utility building on an existing concrete slab for washing company vehicles. Typically the use of metal on a front facade is not allowed. Staff recommended approval of the site plan, but with proposed new materials on the front side of the building. Peter noted that the applicant is present and prepared to present the Plan Commission with a new front facade proposal. Mayor Walsh moved, seconded by Alderperson Raasch, to open the meeting. Upon vote, motion carried unanimously. Mark Olson from Packerland Buildings addressed the commission. He reported that the proposed material is an insulated aggregate panel, which falls under the category of other approvable materials approved by Plan Commission. Peter noted that he reviewed this material and it has the look of masonry or stone, which is an approvable material in the I-3 zoning district. The applicant would be willing to use this material on the front facade of the building. Mayor Walsh moved, seconded by Alderperson Raasch, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by Alderperson Boyd, to approve the site plan with the use of the aggregate panel on the front facade. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling

9. Status report of City of De Pere Zoning Ordinance Rewrite -- August 2019.

City Planner Peter Schleinz provided an update on the Zoning Code Rewrite. He reported that the review of modules 2 & 3 will be coming up for Plan Commission review in the next few months. Mayor Walsh motioned, seconded by Alderperson Raasch, to receive the item and place on file. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling

Adjournment

Mayor Walsh moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:32 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker