DE PERE

Plan Commission

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

Regular Meeting

Final Minutes

Monday, August 23, 2021 **7:00 PM** **Council Chambers and Virtual**

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	Present	
Brenda Busch	Commissioner	Present	
Dan Carpenter	Alderperson	Excused	
Mark Higgins	Commissioner	Present	
Dean Raasch	Alderperson	Present	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the July 26, 2021 Plan Commission meeting.

Mayor Boyd noted that agenda item 2 had the date listed incorrectly as July 26, 2001. Staff stated that the date would be corrected to July 26, 2021. Mayor Boyd moved, seconded by Derek Beiderwieden, to approve the minutes, with the date change. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

3. Public comments upon matters not on the agenda.

There were no public comments.

RESULT:	**DISCUSSED**

4. Consideration and possible action on a withdrawn variance request for a monument sign at 2066 Lawrence DR.

City Planner Peter Schleinz noted that staff received a request for withdrawal of the sign variance that was presented for St Marks Church at the July 23, 2021 Plan Commission meeting. He reported that the new alterations for the sign bring it into total compliance with the sign code. Ald. Raasch moved, seconded by Mark Higgins, to receive the withdrawn variance to be placed on file. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

5. Consideration and possible action regarding a proposed 2-lot certified survey map at 347 Libal ST (Parcel ED-649-H-3-2).

City Planner Peter Schleinz reviewed the 2-lot CSM for 347 Libal Street. He noted that no public notification is required for a land division. Mayor Boyd moved, seconded by Ald. Raasch, to open the meeting. Upon vote, motion carried unanimously. Jon Leroy with Mau & Associates addressed the commission, stating that he was available to answer any questions. There were no questions from the commission. Mayor Boyd moved, seconded by Ald. Raasch to close the meeting. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Brenda Busch, to approve the CSM, subject to the conditions in the report. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

6. Consideration and possible action on a request for a proposed 10 lot and 2 outlot preliminary extraterritorial plat of American Rapids Subdivision at 2700 BLK Lawrence DR in the Town of Lawrence Parcels L-473, L-474, L-532, L-527).*

City Planner Peter Schleinz reviewed the 10 outlot and 2 outlot preliminary extraterritorial plat of American Rapids Subdivision at the 2700 block of Lawrence Drive in the Town of Lawrence. Staff recommended approval of the plat, subject to the conditions in the report. As well, staff recommended that the street titled American Drive on the plat be changed to American Boulevard, since it will eventually connect to the City's street titled Boulevard, in order to minimize future wayfinding confusion. Mayor Boyd moved, seconded by Derek Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. Doug Woelz with McMahon Associates addressed the commission. He stated that he has no opposition with changing drive to boulevard if that's what the City prefers. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Derek Beiderwieden moved, seconded by Ald. Raasch, to approve the plat, including changing the suffix from American Drive to American Boulevard. Upon vote, motion carried unanimously. Common Council will review this plat on September 7, 2021.

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

7. Consideration and possible action on a request for a proposed 12 lot preliminary extraterritorial plat of Mystic Creek West at 2200 BLK French RD in the Town of Lawrence (Parcel L-1803).*

City Planner Peter Schleinz reviewed the 12 lot preliminary extraterritorial plat for Mystic Creek West at the 2200 block of French Road in the Town of Lawrence. Staff recommended approval of the preliminary plat, subject to the conditions in the report. Mayor Boyd moved, seconded by Derek Beiderwieden, to approve the preliminary plat and forward it to the Common Council. Upon vote, motion carried unanimously. The Common Council will review the plat on September 7, 2021.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

8. Consideration and possible action on a request for a proposed 97 lot and 1 outlot preliminary plat of Mystic Creek at 2200 BLK French RD (Parcel WD-L499).*

City Planner Peter Schleinz reviewed the 97 lot and 1 outlot preliminary plat of Mystic Creak at the 2200 block of French Road. Staff recommended approval of the preliminary plat, subject to the conditions in the report. Mayor Boyd moved, seconded by Brenda Busch, to approve the preliminary plat and forward the plat to the Common Council. Upon vote, motion carried unanimously. The Common Council will review the plat on September 7, 2021.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

9. Consideration and possible action to rezone 675 Drift Inn DR (Parcel WD-68) from I-3 (General Industrial District) to B-2 (General Business District).*

City Planner Peter Schleinz reviewed the rezoning request for 675 Drift Inn Drive from I-3 (General Industrial District) to B-2 (General Business District). Staff recommended approval of the rezoning, subject to the conditions in the report. Mayor Boyd moved, seconded by Ald. Raasch, to approve the rezoning and forward it to the Common Council. Upon vote, motion carried unanimously. A public hearing will be held at the September 21, 2021 Common Council meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

10. Consideration and possible action to rezone 499 Main AV (Parcel WD-283) from B-3 (Motor Vehicle Dependent Business District) to B-1 (Central Business District).*

City Planner Peter Schleinz reviewed the request to rezone 499 Main Avenue from B-3 (Motor Vehicle Dependent Business District) to B-1 (Central Business District) in order to allow for the development of a hotel and restaurant. Staff recommended approval, subject to the conditions in the report. Ald. Raasch moved, seconded by Brenda Busch, to approve the rezoning request. Upon vote, motion carried unanimously. A public hearing will be held at the September 21, 2021 Common Council meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

11. Consideration and possible action on a site plan to build a new four story 128,468 SF (32,117 SF per floor) urban hotel and restaurant with pavement with 12 onsite auto parking stalls at 499 Main AV (Parcels: WD-283, WD-284, WD-286, and WD-287).

City Planner Peter Schleinz reviewed the site plan for a new four story hotel and restaurant at 499 Main Avenue. Twelve parking stalls are proposed, however, 71 stalls are required. The developer is working with the City to develop a parking agreement with other areas in the downtown. Engineered wood siding must be approved by Plan Commission. Staff recommended approval of the site plan, subject to the conditions in the report. Derek Beiderwieden stated that he has concerns with the lack of parking in the area. He also asked for an explanation of the engineered wood siding material. Mayor Boyd added that he is not a fan of the proposed mulch. Mayor Boyd moved, seconded by Ald. Raasch, to open the meeting. Upon vote, motion carried unanimously. Representatives with the Cobblestone Hotel Group were available for questions. The engineered wood is also referred to as LP Smart Siding. Anna with Cobblestone added that they are working with the City to resolve the parking issues. Development Services Director Daniel Lindstrom stated that staff is currently identifying solutions to address the parking situation. Both Derek Beiderwieden and Ald. Raasch stated that they have parking concerns. Ald. Raasch added that he would prefer that the hotel be closer to the street. He is also not a fan of the mulch and hedges. Brenda Busch suggested column type planters to be added in place of the hedges as an alternative. The representatives stated that they will work with the City to offer some alternatives as suggested. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Mayor Boyd, to approve the site plan including the use of the engineered wood siding. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Beiderwieden, Busch, Higgins, Raasch, Schilling
EXCUSED:	Dan Carpenter

Adjournment

Mayor Boyd moved, seconded by Ald. Raasch, to adjourn the meeting at 7:57 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker