



Plan Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, July 27, 2015

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	Alderman	Present	
Jim Kalny	Commissioner	Present	
Larry Lueck	Alderman	Excused	
Elizabeth Runge	Commissioner	Excused	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Planner Sarah Wallace, City Administrator Larry Delo and members of the public.

2. Approval of the minutes of the June 22, 2015 Plan Commission meeting.

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

3. Land and Location Proposal for De Pere Fire Station 3.*

This item will be postponed until a future Plan Commission meeting.

RESULT:	WITHDRAWN
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4. Review the Conditional Use Application for St. Norbert College, to allow for food trucks.*

City Planner Sarah Wallace provided an overview of the conditional use request and staff comments.

Steve Taylor motioned, seconded by Jim Kalny, to approve the conditional use.

Discussion followed regarding the distinction between college-owned property and public right-of-way, the parking lot at Fourth St and Marsh, and concern about allowing food trucks in areas that contain residential housing. City Administrator Larry Delo suggested that the Commission could set parameters/boundaries as part of its recommendation to Council as a way to address that concern.

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

Kristee Becker, St. Norbert College Director of Risk and Property Management, and Amy Sorenson, SNC Chief of Staff, addressed the board. They explained that it was never the college's intention to put food trucks in residential areas, only college-owned roadways. They were interested in using the Fourth St parking lot because of the adjacent practice fields, but if conditions are set to exclude it, they would be amenable. The impetus for the request is the college's SNC Day festival. Campus

food service and local restaurants already provide food for the event, but the college would like to provide more options. Food trucks are more portable than getting vendor booths placed; the college anticipates no more than five trucks for the event. The conditional use application requests year-round permission to give the college flexibility to use food trucks at other events such as conferences or tournaments. Resident Jim Anderson stated that while he is not opposed to food trucks, he does not want to see them parked in any green space. He stated that there are already enough students parking in green spaces. He suggested that the conditional use, if granted, should limit the food trucks to specific parking lot areas.

Matt Lutsey, owner of Waseda Farms, voiced his support for the conditional use. He feels it is a great opportunity for growth, and would provide more opportunities for small businesses and local farm-to-table operations. If done right, it would be a good thing for the community.

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

Derek Beiderwieden motioned, seconded by Jim Kalny, to amend the conditional use request to include a defined boundary within which food trucks would be allowed. Discussion followed regarding the areas to be excluded which contain residential structures. Staff will create a map with the proposed boundaries to present with the recommendation to Council. Upon vote, motion carried unanimously.

James Boyd requested that the record reflect that the Plan Commission is not taking a position on the allowance of food trucks city-wide, but only for special events held on St. Norbert College property.

Derek Beiderwieden motioned, seconded by Jim Kalny, to approve the conditional use as amended, and forward to Council for approval. Upon vote, motion carried unanimously.

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

5. Review the Site Plan application for a 4,803 sq.ft. addition to Cyntrx, parcel ED-F0081-3 (2080 Profit Place). Application: Smet Investments LLC.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Beiderwieden, Boyd, Kalny, Taylor, Walsh
EXCUSED:	Larry Lueck, Elizabeth Runge

6. Review the CSM Application for a single lot CSM on Scheuring Rd. Surveyor: Excel Engineering Inc.

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

7. Review the CSM Application for an extraterritorial CSM for 2 lot CSM in the Town of Lawrence. Surveyor: Vande Hei.*

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

Adjournment

Mayor Walsh motioned, seconded by Derek Beiderwieden, to adjourn the meeting at 7:30 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen