



Plan Commission

Special Meeting

Final Minutes

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

Wednesday, July 7, 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	Aldersperson	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Aldersperson	Present	
Grant Schilling	Commissioner	Present	

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

- Public comments upon matters not on the agenda.

There were no public comments.

RESULT:	DISCUSSED
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- Consideration and possible action on a site plan to add one (1) 37'11" tall fan equipment exhaust stack and add two (2) 29'4" tall air intakes on the west end roof of an existing building at 2121 American BL (Parcel WD-1040).

City Planner Peter Schleinz reviewed the site plan request to add one 38 foot exhaust stack and two air intakes on the roof of an existing building at 2121 American Boulevard. Staff recommended approval of the site plan, subject to the conditions in the report. Derek Beiderwieden moved, seconded by Ald. Raasch, to approve the site plan. Upon vote, motion carried unanimously.

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

- Consideration and possible action on a site plan to build a new 1,108,080 SF (25.4 acre) office and warehouse with pavement for 118 auto parking stalls, 88 loading docks, and 388 trailer parking stalls at the 2400 BLK American BL (All of Parcels: WD-L510, WD-L511, WD-L514, WD-L515 and Part of Parcels: WD-L482, WD-L483-1, WD-L484-1, WD-L485, WD-L486).

City Planner Peter Schleinz reviewed the site plan for a new office and warehouse building at the 2400 block of American Boulevard. The parcels were previously rezoned to I-B-2 in anticipation of this development. Peter noted that the Board of Appeals approved a two-part variance earlier this evening to allow loading berths and truck parking in the front yard. He added that the petitioner is proposing quite a bit of landscape screening as well as large berms to help screen the building and future development from the nearby residential areas. Staff recommended approval of the site plan, subject to the conditions in the report. Mayor Boyd moved, seconded by Derek

Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. Aaron with Robert E. Lee & Associates addressed the commission. He stated that the berm is five feet tall. He added that the fence is a sold metal panel fence on the street side and a wrought-iron fence on the rear and two ends of the building. Mark Higgins asked about the impact of increased traffic. The petitioner stated that Scannell Development submitted the findings of their traffic impact study to the City earlier today. Ald. Raasch asked if there was anything else that the commission needed to be aware of before making their decision. Development Services Director Daniel Lindstrom stated that the applicant already identified traffic, landscaping and building materials and from an overall standpoint, the site plan is more polished than most. Mayor Boyd moved, seconded by Ald. Raasch, to close the meeting. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Mark Higgins, to approve the site plan. Upon vote, motion carried unanimously.

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

5. Consideration and possible action regarding the Public Participation Plan for the City of De Pere 2040 Comprehensive Plan Update, the West Downtown Vision Plan, and the Downtown Parking Study.

Development Services Director Daniel Lindstrom reviewed the Comp Plan Public Participation Plan for the De Pere 2040 Comprehensive Plan Update, West Downtown Vision Plan and Downtown Parking Study. He explained that the goal of a public participation plan is to foster public participation, including open discussion, communication programs, information services, and public meetings for which advance notice has been provided, in every state of the preparation of the comprehensive plan update. This includes four parts including: A. Community Engagement Goals, B. Engagement Strategy (Steering Committee, West Downtown Focus Group, Stakeholders, Public, Plan Commission meetings, other committee & commission meetings, Municipal & regional partner meetings, and Common Council meetings), C. Public methods for information and participation (identity & branding engagement, website, flyers/posters, social media, print media, DIY kits/surveys, invitations to meetings, underrepresented constituents approach) and D. Plan Adoption Procedures: Plan Commission (30-day public comment period) and Common Council: public hearing, draft plan, adoptions. Ald. Raasch moved, seconded by Mayor Boyd, to recommend forwarding the plan to the Common Council for final approval. Upon vote, motion carried unanimously.

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

Adjournment

Mayor Boyd moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:47 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker