



Plan Commission

Regular Meeting

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

Final Minutes

Tuesday, May 29, 2018

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	Aldersperson	Excused	
Larry Lueck	Aldersperson	Excused	
Derek Beiderwieden	Commissioner	Present	
Amy Kunding	Commissioner	Present	
Steve Taylor	Commissioner	Excused	
Grant Schilling	Commissioner	Present	

Also present: City Planner Peter Schleinz and members of the public.

Mayor Walsh introduced the newest board member to the Plan Commission, Grant Schilling.

2. Approval of the minutes of the April 30, 2018 Plan Commission meeting.

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

3. Annual Election of Vice Chair.

Due to the fact that 3 board members were absent from the meeting, Mayor Walsh made a motion to refer this item back to staff until the next Plan Commission meeting in June, seconded by Amy Kunding. Upon vote, motion carried unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
	Next: 6/25/2018 7:00 PM
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Amy Kunding, Commissioner
AYES:	Michael J. Walsh, Derek Beiderwieden, Amy Kunding, Grant Schilling
EXCUSED:	James Boyd, Larry Lueck, Steve Taylor

4. Review and recommendation for a Conditional Use Permit application for an Overnight Shelter Facility at 290 Reid Street (Pennings Activity Center) in an R2 Residential District. Submitted by Steve Jakups on behalf of St. Norbert College. *

City Planner Peter Schleinz reviewed the conditional use application for an overnight shelter facility at the Pennings Activity Center on the St. Norbert College campus. This item was referred back to staff at last month's meeting in order for a representative to attend the meeting to answer the Plan Commission's questions. Peter reported that the original resolution was approved in 2014 and the dates of shelter operation were November 1st through April 30th. The petitioner is requesting a change to the dates of operation to change to December 1st through February 1st and May 1st through June 7th and also to extend the time frame from Spring 2020 to Spring 2025. Peter noted that if

this item is approved by Plan Commission, a public hearing would be held at the June 19, 2018 Council meeting. Mayor Walsh moved, seconded by Derek Beiderwieden, to open the meeting for public comments. Upon vote, motion carried unanimously. Julie Massey, a representative from St. Norbert College addressed the board. Mayor Walsh asked what the need is for extending the dates of operation in the warmer months of May and June when the original intent was to handle the overflow from St. John's Shelter during the winter months when capacity is higher. Julie replied that the extension into spring is due to a new program being instituted, called COTS, which stands for Churches Offering Temporary Shelter. This program is aimed at providing temporary shelter to people when someone has no other place to stay. Derek Beiderwieden asked why there was a discrepancy between the new dates being proposed now versus the dates highlighted at last month's meeting. Julie replied that the information submitted for last month's meeting was incorrect due to the rushed timing to submit the item in time for the submittal deadline. Mayor Walsh moved, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried unanimously. Derek noted that extending the conditional use permit until 2025 may not be in the best interest of the City. Mayor Walsh added that it might be better to keep the expiration date of 2020 so the college can re-evaluate the program at that time and then possibly extend the conditional use permit if it deems it necessary. Mayor Walsh moved, seconded by Derek Beiderwieden, to approve the conditional use permit with the new dates but keep the 2020 expiration date. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Michael J. Walsh, Derek Beiderwieden, Amy Kunding, Grant Schilling
EXCUSED:	James Boyd, Larry Lueck, Steve Taylor

5. Review and recommendation for a Conditional Use Permit application for a day care center at 2073 Lawrence Drive (Lawrence Drive Office Complex) in an I-B-1 Industrial District. Submitted by Kirsten Conrad on behalf of Milestones Behavioral Pediatrics INC and VHC INC.*

City Planner Peter Schleinz reviewed the conditional use permit for a day care center in an I-B-1 Zoning District. The day care center proposed will provide outpatient therapy for approximately 35 children with autism and other developmental delays and will operate Monday through Friday only, from 7:30 am - 6:30 pm. Peter noted that if this item is approved by Plan Commission, it will require a public hearing at the June 19, 2018 Council meeting. Derek Beiderwieden moved, seconded by Amy Kunding, to approve the conditional use permit. Upon vote, motion carried unanimously.

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

6. Recommendation regarding a Site Plan for proposed new bank and parking area at 737-749 Main Avenue and 736 Reid Street in De Pere (Parcels WD-80-1, WD-81, WD-84-1, and WD-80). Submitted by Andrew Kerr, Rinka Chung Architecture, authorized Representative for Associated Bank.

City Planner Peter Schleinz reviewed the site plan for Associated Bank. The plan is to remove the existing Bank Mutual building and construct a new Associated Bank on the property. Peter reported that the facade materials include stone veneer, brick cladding, and glass. One material that is a concern to staff is a clear anodized aluminum screening that is being used for the rooftop HVAC system and the dumpster enclosure area. Peter added that although the landscape plan has been met with 6 trees, the Commission may wish to request a significant addition of landscaping to soften and screen the view of the parking lot, as has been required for many recent site plans along Main Avenue. Mayor Walsh moved, seconded by Derek Beiderwieden, to open the meeting for public comment. Upon vote, motion carried unanimously. Andrew Kerr, representative for Associated Bank, addressed the Commission. He stated that he would work with the Plan Commission's recommendations, including the addition of masonry on the side panels of the trash enclosure and upgrading the landscaping plan. Mayor Walsh moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by Amy Kunderinger, to approve the site plan, with the additional recommendations from Plan Commission. These items include raising the parapet, adding more landscaping, and adding masonry to the dumpster enclosure area. Upon vote, motion carried, with a vote of 3 yeses and Grant Shilling abstaining.

RESULT:	ADOPTED [3-0-1]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Amy Kunderinger, Commissioner
AYES:	Michael J. Walsh, Derek Beiderwieden, Amy Kunderinger
EXCUSED:	James Boyd, Larry Lueck, Steve Taylor
ABSTAINED:	Grant Schilling

7. Recommendation to amend Municipal Code Sections 14-48, 14-51 and 14-52 (Zoning - Industrial District) to allow uses that are compatible with adjoining properties and as approved by the Plan Commission as a permitted use in the I-B-1 (Industrial Business 1 District), and the I-B-2 (Industrial Business 2 District).

City Planner Peter Schleinz reviewed the recommendation to amend Municipal Code Sections 14-48, 14-51, and 14-52 which is related to conditional uses in the I-2 District and permitted uses in the I-B-1 and I-B-2 Districts.. He added that the intent of this item is to make the uses in the I-B district more consistent across the board. Staff recommended approval with no conditions. Mayor Walsh asked if this amendment will be included in the re-write of the zoning code. Peter replied that it would be included in the zoning code re-write, but this is a temporary fix because it is needed now rather than waiting until the zoning code re-write is completed. Peter added that this item will be reviewed at the next Council meeting on June 19, 2018.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Amy Kunderinger, Commissioner
AYES:	Michael J. Walsh, Derek Beiderwieden, Amy Kunderinger, Grant Schilling
EXCUSED:	James Boyd, Larry Lueck, Steve Taylor

Adjournment

Mayor Walsh moved, seconded by Amy Kunderinger, to adjourn the meeting at 7:37 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker