Plan Commission

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

Regular Meeting

Final Minutes

Monday, May 23, 2016 **7:00 PM** **De Pere City Hall Council Chambers**

Call to Order

The meeting was called to order at 7:00 PM by Alderperson Larry Lueck

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Excused	
James Boyd	Alderperson	Excused	
Larry Lueck	Alderperson	Present	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Present	
Amy Kundinger		Excused	
Steve Taylor	Commissioner	Present	

Also present: Planning Director Kim Flom and members of the public. In the absence of both Mayor Walsh and the Vice Chair Alderperson Boyd, a chair pro-tem needed to be nominated. Jim Kalny motioned, seconded by Derek Beiderwieden to elect Alderperson Lueck as the chair pro-tem. Upon vote, motion carried unanimously.

2. Approval of the minutes of the May 16, 2016 Special Plan Commission meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jim Kalny, Commissioner
SECONDER:	Larry Lueck, Alderperson
AYES:	Larry Lueck, Derek Beiderwieden, Jim Kalny, Steve Taylor
EXCUSED:	Michael J. Walsh, James Boyd, Amy Kundinger

3. Extraterritorial Preliminary Plat Review and Recommendation for Heritage Heights in the Town of Ledgeview

Planning Director Kim Flom reviewed the extraterritorial preliminary plat review for Heritage Heights in the Town of Ledgeview. This is a proposed 68 lot subdivision located southeast of the intersection of Heritage Rd (County X) and Cottonwood Lane. This plat includes 68 lots (Phase I and Phase II) that are part of a larger subdivision that will consist of 115 lots at time of completion. The preliminary plat must meet the requirements specified by Brown County and the Town of Ledgeview. Staff recommended approval of the extraterritorial preliminary plat review.
Derek Beiderweiden motioned, seconded by Jim Kalny, to approve the preliminary plat as presented. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Jim Kalny, Commissioner
AYES:	Larry Lueck, Derek Beiderwieden, Jim Kalny, Steve Taylor
EXCUSED:	Michael J. Walsh, James Boyd, Amy Kundinger

4. Review the CSM Application for an Extraterritorial CSM for a two lot CSM in the Town of Wrightstown *

Planning Director Kim Flom reviewed the CSM application for an extraterritorial CSM for a two lot CSM in the Town of Wrightstown. The proposed CSM straddles the border

of De Pere on Hjorth Rd. Applicant wants to create a second lot that has access off of Partridge Rd. Staff recommended approval of the CSM with the conditions that it meets the requirements specified by Brown County and the Town of Wrightstown.
Derek Beiderwieder motioned, seconded by Jim Kalny to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Jim Kalny, Commissioner
AYES:	Larry Lueck, Derek Beiderwieden, Jim Kalny, Steve Taylor
EXCUSED:	Michael J. Walsh, James Boyd, Amy Kundinger

5. Review and Recommendation on the one lot CSM Application for Sierra Coating Technologies LLC, located at 1820 Enterprise Drive (ED-F0100-C-2 & ED-F0100-C-3)

Planning Director Kim Flom explained that this item and the next item are linked together as part of an expansion for the business Sierra Coating. The CSM has been routed internally to Brown County and the utility companies. The applicant is considering a request to vacate the utility easement in the center. According to other utility companies as well as De Pere, this will not be an issue. The CSM meets all zoning requirements as a consolidated lot, and staff is recommended approval of the CSM.
Jim Kalny motioned, seconded by Steve Taylor, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jim Kalny, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Larry Lueck, Derek Beiderwieden, Jim Kalny, Steve Taylor
EXCUSED:	Michael J. Walsh, James Boyd, Amy Kundinger

6. Review and Recommendation on the Site Plan Application for Sierra Coating Technologies LLC, located at 1820 Enterprise Drive (ED-F0100-C-2 & ED-F0100-C-3)

Planning Director Kim Flom reviewed the site plan proposal, noting that the proposed expansion will more than double the size of the facility by adding another building to the south. In addition, other site improvements will include a new entry drive as well as some new parking stalls. Front elevation is currently proposed as 100% metal which is not permitted by code. However, the applicant has stated that this front area is already planned for a future expansion of offices and that metal elevations are typically permitted if an expansion is planned. She requested that the site plan and elevations include a note that gives the applicant five years to complete the expansion or bring the elevation up to code.
Parking code would require more spaces than are provided on site. However, she stated that there is ample land to accommodate additional parking. Staff reserved the right to order more parking if needed, to bring it up to code.
Per code in the I-1 district, 25% of the side or the rear needs to consist of the approved materials. Plan Commission does have the authority in an I-1 district to approve 100% metal siding and rear elevations. The East Industrial Park is filled with a variety of buildings and many of them do comply with at least part of the material standards. Staff requested Plan Commisson's input on the request as related to the 100% metal side & rear and also recommended that the landscape plan be amended to beef up the buffer on the side of the building that is most visible from the street.

Discussion followed. Jim Kalny asked what the shortage of parking was. Planning Director Kim Flom replied that code is 66 spaces, and the applicant is proposing 49 additional spaces.
Jim Kalny motioned, seconded by Derek Beiderwieden, to open the meeting for public comments. Upon vote, motion carried unanimously.
Cory Vanderwetting with Keller and Bob Mach with Mach IV Engineering & Survey addressed the board. The owner is planning on adding one machine which is automated so a lot of additional staff would not be needed. Total current staff with the new machine is 25 maximum, so there's enough parking for existing staff.
Jim Kalny asked if they will be adding office space. Cory Vanderwetting explained that there are two proposed additions, an office addition to the existing building as well as another addition to manufacturing in the back. Owners do not know the exact timeline of the expansion, except that it will be business driven.
Landscapers plan to plant trees alongside the side beyond the new addition. Because of the fact that is a very old building, the owner wants to spruce up the existing building, painting it to match the new building.
Jim Kalny asked what was the likelihood of the office space addition. Cory Vanderwetting replied that it will depend on business growth, but the owner would like the expansion to happen. Also, with the office addition, additional parking is planned.
Larry Lueck motioned, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried unanimously.
Derek Beiderwieden asked for clarification on the motion for approval if it is for all the recommendations by staff. Planning Director Kim Flom explained that the recommendation that was in the staff memo stated that if the Plan Commission approves the 100% metal on the side and the rear, the landscape plan would be adjusted to accommodate the screening so the Plan Commission is approving the 100% metal at the side and rear but maintains the 5 year window for the potential expansion of the front. Members of Plan Commission all agreed with that statement.
Cory Vanderwetting asked if the five year time line is negotiable if business does not drive the expansion within the specified five years. Kim Flom replied that the five years has been fairly standard in other matters brought before the Plan Commission in the past and that if the five years passes with no expansion, the owner would have the opportunity to request an extension from the Plan Commission at that time.
Larry Lueck motioned, seconded by Jim Kalny to approve the site plan. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Larry Lueck, Alderperson
SECONDER:	Jim Kalny, Commissioner
AYES:	Larry Lueck, Derek Beiderwieden, Jim Kalny, Steve Taylor
EXCUSED:	Michael J. Walsh, James Boyd, Amy Kundinger

Adjournment

Derek Beiderwieden motioned, seconded by Jim Kalny, to adjourn the meeting at 7:17 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker