



Plan Commission

Regular Meeting

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

Final Minutes

Monday, May 22, 2017

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	Present	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Present	
Amy Kunding	Commissioner	Present	
Steve Taylor	Commissioner	Excused	

Also in attendance: Economic Development Director Kim Flom, City Planner Peter Schlein, and members of the public.

2. Approval of the minutes of the April 3, 2017 Special Plan Commission meeting.

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

3. Recommendation regarding an Area Development Plan generally located at the Main Avenue and Lawrence Drive intersection. Submitted by the City of De Pere.*

Economic Development Director Kim Flom provided a summary of the proposed area development plan just north of the Main Street & Lawrence Drive intersection. The City is pursuing the construction of a roundabout at the intersection of Main & Lawrence. The area development plan also shows the extension of Lawrence Drive heading north and connecting into Cedar Street. She explained that area development plans are used by the City to plan for future growth. She stated that the City is not seeking an official map amendment at this time. On this plan, the primary things that are being discussed are: the roundabout at the intersection, the extension of Lawrence Drive and the possible regional detention facility located northwest of the site. The roundabout and the partial extension of Lawrence Drive are anticipated to occur in 2018. The other projects would likely happen in the future, likely dependent on proposed development. She explained that the extension of Lawrence Drive helps to facilitate access to parcels of land that the City annexed from Ashwaubenon in 2012 which would likely not develop without the access. Staff requested Plan Commission recommendation of approval to Council, with final approval at the June 6, 2017 Council meeting. Kim noted that property owners within three-hundred feet were notified of the proposed right-of-way. Mayor Walsh moved, seconded by Larry Lueck, to approve the area development plan. Upon vote, motion carried unanimously.

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

4. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 1644 Sand Acres Drive in Lawrence (Parcel L-258). Submitted by Steven M. Bieda, PLS.*

City Planner Peter Schleinz reviewed the extraterritorial CSM in the town of Lawrence. It is a simple division of the lot into two halves. He reported that it has sufficient street frontage and lot acreage when divided into two parcels. Staff recommended approval subject to it meeting all state and local regulations including the town of Lawrence and Brown County Planning Commission. Derek Beiderwieden moved, 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:	Walsh, Lueck, Beiderwieden, Kalny, Kundinger
EXCUSED:	James Boyd, Steve Taylor

5. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 1845 Williams Grant Drive in Lawrence (Parcel L-169-1). Submitted by Troy E. Hewitt, PLS.*

City Planner Peter Schleinz reviewed the extraterritorial CSM in the town of Lawrence. He reported that this is another two lot subdivision of 5.27 acres. Lot 2 includes the house, which is in the middle of the parcel and the other lot circles around in a u-shape around the house. There is also an environmentally sensitive area on the back end of Lot 1, which renders the majority of the lot unbuildable. Peter stated that the proposed future within the next five years is to divide the parcel into three lots; however the property owner has not decided where to put the line of division, which is the reason for only two lots at this time. Peter noted that he spoke to the surveyor regarding the odd shape of the lots and the Plan Commission can include this in their recommendation if they so choose. Staff recommended approval of the CSM subject to meeting all state and local regulations including the Town of Lawrence and Brown County Planning Commission. Derek Beiderwieden agreed with Peter's comments that the lot is an odd shape and requested Peter to include this as a note with the Plan Commission's recommendation. Peter agreed to add this as a stipulation to the recommendation. Derek Beiderwieden moved, seconded by Mayor Walsh, to approve the CSM. Upon vote, motion carried unanimously.

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

6. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 2484 Shirley Road in Town of Wrightstown (part of Parcels W-546 & W-547). Submitted by Adam T. Van De Walle, Applicant.*

City Planner Peter Schleinz reviewed the extraterritorial CSM in the Town of Wrightstown. Staff recommended approval of the CSM, subject to meeting all state and local regulations, including the Town of Wrightstown and Brown County Planning Commission. Mayor Walsh moved, seconded by Amy Kundinger, to approve the CSM. Upon vote, motion carried unanimously.

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

7. Recommendation regarding a sign variance request for a ground mounted sign located at 325 Reid Street. Submitted by Tweet Garot.*

Economic Development Director Kim Flom reviewed the sign variance request for Tweet-Garot. The proposed ground mounted sign will require several variances from the City's sign ordinance, including a height variance, size variance, base material variance, and letter height variance. She reported that the proposed sign is very similar to the current sign they have on display in Green Bay, with the exception that it is smaller in size. It has a very sculptural design and is quite different from the types of signs we typically see in De Pere. Kim noted that the code requirements in the downtown are more stringent compared to other parts of the City. Tweet-Garot's site in the downtown is also somewhat different than most urban properties. Their site consists of a very large parking lot with a building that's set back further from the street. The architecture of the building does not accommodate wall signage as well. Kim reported that a banner was placed at the corner as a mock sign to show how the actual sign would fit on the site. Since the traffic is one-way on Reid Street, there will not be any visibility issues with the sign. If the Plan Commission supports the sign, staff will possibly look at the sign code to change some text within the ordinance, particularly in the downtown. Jim Kalny moved, seconded by Derek Beiderwieden, to open the meeting for public comment. Upon vote, motion carried unanimously. Tim Howald of Tweet Garot addressed the Commission. He stated that the sign is a source of pride for the company, which is why they are seeking to replicate the existing sign they have in Green Bay. The letters are made of stainless steel and they will build a concrete foundation for the sign that will be framed with metal. They are also planning to hire Landscape Artisans to landscape around the sign. Kim pointed out that the proposed sign and its sculptural aspect would fit very well with the efforts of the City to encourage more art, sculptures, and murals, and in that sense, the sign fits very well with the character we are looking for in the downtown. Jim Kalny moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion carried unanimously. Larry Lueck asked Kim if the

Commission would need to specify differences and reasons why this particular sign should be approved. Kim replied that from a planning perspective, there are key factors to look at such as the site itself, including the size of the site, and how the site is designed with a large parking lot as well as the building not being able to accommodate wall signage. These characteristics are what make this property unique. Jim Kalny moved, seconded by Amy Kunding, to approve the variance request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kalny, Commissioner
SECONDER:	Amy Kunding, Commissioner
AYES:	Walsh, Lueck, Beiderwieden, Kalny, Kunding
EXCUSED:	James Boyd, Steve Taylor

8. Recommendation regarding a rezoning request from C-EO-2 (Corporate Executive Office District 2) to I-B-2 (Industrial Business 2 District) for nine parcels that are adjacent to American Court (Parcels WD-1380, WD-1381, WD-1620, WD-1621, WD-1622, WD-1623, WD-1624, WD-1625, WD-1626). Submitted by the City of De Pere.*

City Planner Peter Schleinz reviewed the rezoning request. He reported that this area of the West Industrial Park is currently zoned C-EO-2, which is a corporate executive office district. This district was created to be a headquarters district to industrial businesses where the headquarter office would be located in this zone and the warehouse would be located elsewhere within the industrial park. However, as time went on, most industrial businesses built their offices right with their warehouse. He reported that with the exception of three properties, the industrial park remained mostly empty. To attract more business development in the industrial park, staff looked at other zoning districts with similar uses and decided on the I-B-2 district. Staff recommended approval of the rezoning request subject to conditions. If approved by Plan Commission, a Common Council public hearing and final review will be held on June 20, 2017. Derek Beiderwieden moved, seconded by Jim Kalny, to approve the request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Jim Kalny, Commissioner
AYES:	Walsh, Lueck, Beiderwieden, Kalny, Kunding
EXCUSED:	James Boyd, Steve Taylor

9. Recommendation regarding a proposed revision to Zoning Code 14-52 to allow permitted uses and conditional uses in C-EO-2 (Corporate-Executive Office District-2) to also be permitted uses and conditional uses in I-B-2 (Industrial-Business-2 District). Submitted by the City of De Pere.*

City Planner Peter Schleinz reviewed the proposed revision to Zoning Code 14-52, which is related to the rezoning request for the previous agenda item. He reported that there are four text changes that need to occur within the zoning code to make the C-EO-2 and I-B-2 districts relatively the same. Peter outlined the changes which would make the two zoning districts relatively similar. Staff recommended approval of the proposed revisions and forwarding the revision to the Common Council for final approval, which is expected to be held on June 20, 2017. Jim Kalny moved, seconded by Amy Kunding, to approve the revision request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kalny, Commissioner
SECONDER:	Amy Kunding, Commissioner
AYES:	Walsh, Lueck, Beiderwieden, Kalny, Kunding
EXCUSED:	James Boyd, Steve Taylor

Adjournment

Mayor Walsh moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:39 PM.
Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker