Plan Commission

335 South Broadway

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

Regular Meeting

Final Minutes

Monday, April 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	Alderperson	Excused	
Jim Kalny	Commissioner	Excused	
Larry Lueck	Alderperson	Present	
Elizabeth Runge	Commissioner	Present	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: Planning Director Ken Pabich, City Attorney Judith Schmidt-Lehman, Building Inspector Dave Hongisto, and members of the public.

2. Approval of the minutes of the March 23, 2015 Plan Commission meeting.

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

3. Review the Vacation request to remove a trail easement in Trailside Estates. Applicant: City of De Pere.*

When Trailside South subdivision was originally platted, two easements were included at the north and south corners to provide access to the Fox River Trail. Both are unimproved. City staff have analyzed both access points, and are recommending that the northern easement be vacated, and that the southern easement be fully improved.

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

Richard Peters owns a home abutting the northern easement. He uses the trail daily, and actually uses the southern entry point. In his opinion two access points are not needed.

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

Discussion followed regarding the vacation process, utility notification, trail maintenance, and potential safety concerns.

Derek Beiderwieden motioned, seconded by Steve Taylor, to approve the vacation request and forward to City Council for approval. Upon vote, motion carried unanimously.

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

4. Review the Sign Variance request for a sign at 1001 N. Broadway for De Pere Family Dentistry. Applicant: Todd Thomas.

   Ken Pabich reviewed the variance request. Utility boxes on the property necessitated the use of a pole sign, which created the setback and under clearance issues in question. The business owners have worked with the sign designer to maintain the look of the corridor.
   Mayor Walsh motioned, seconded by Larry Lueck, to open the meeting for public comments. Upon vote, motion carried unanimously.
   Todd Thomas with Creative Sign provided more details on the design. Building Inspector Dave Hongisto noted that the existing sign was granted a similar variance from the Board of Public Works when it was installed.
   Mayor Walsh motioned, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried unanimously.
   Derek Beiderwieden motioned, seconded by Mayor Walsh, to approve both variance requests. Upon vote, motion carried unanimously.

5. Review the Site Plan application for a new cell tower located off Suburban Court on parcel WD-364-D-519. Applicant: Verizon.

   Ken Pabich reported that during the application process, staff requested additional information which the applicant distributed at tonight's meeting. Due to the depth of information in the affidavits, staff is recommending that the Plan Commission table this item until its next meeting, which is still within the 90 day time frame. Larry Lueck indicated that he will abstain from voting due to the nature of his employment.
   Mayor Walsh motioned, seconded by Elizabeth Runge, to open the meeting for public comments. Upon vote, motion carried unanimously.
   Guy Stewart with SBA Communications, and Rodney Carter with Davis & Kuelthau reported that they have submitted documentation demonstrating why it would be economically burdensome for Verizon to locate elsewhere in the city. They requested that the Plan Commission consider proceeding tonight, because quite a bit of time and money have been invested in the project to this point already.
   Mayor Walsh motioned, seconded by Derek Beiderwieden, to return to regular order. Upon vote, motion carried.
   Mayor Walsh motioned, seconded by Steve Taylor, to table the agenda item until the next meeting. Upon vote, motion carried.

RESULT:	**TABLED [4 TO 0]**
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Steve Taylor, Commissioner
AYES:	Derek Beiderwieden, Elizabeth Runge, Steve Taylor, Michael J. Walsh
ABSTAIN:	Larry Lueck
EXCUSED:	James Boyd, Jim Kalny

6. Review the CSM Application for an extraterritorial CSM for 2 lot CSM in the Town of Rockland. Surveyor: American Surveys.*

   Ken Pabich reviewed the application; discussion followed regarding the configuration of the proposed lots. Mayor Walsh motioned, seconded by Steve Taylor, to approve the CSM and forward to City Council for approval. Upon vote, motion carried unanimously.

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

Adjournment

Mayor Walsh motioned, seconded by Elizabeth Runge, to adjourn the meeting at 7:24 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen