



Plan Commission

Regular Meeting

Final Minutes

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

Monday, April 22, 2024

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	
Brenda Busch	Commissioner	Present	
Pamela Gantz	Aldersperson	Excused	
Jonathon Hansen	Aldersperson	Present	
Mark Higgins	Commissioner	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the March 25, 2024 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Grant Schilling, Commissioner
AYES:	Boyd, Busch, Hansen, Higgins, Raymaker, Schilling
EXCUSED:	Pamela Gantz

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.

Development Services Director Daniel Lindstrom asked if the new alderpersons on the commission would like a zoning code refresher presentation. He stated that it will be scheduled for the May or June Plan Commission meeting. There were no other public comments.

RESULT:	DISCUSSED
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4. A Public Hearing on the proposed boundary amendment no. 2 for Tax Increment Financing District No. 10 is scheduled for 7:00 PM, or as soon thereafter as can be heard.

A. Notice of Public Hearing for Tax Increment Financing District No. 10 Boundary Amendment No. 2.

Kelly Barker read the notice of public hearing, stating that it was published in the Press-Times on April 12, 2024.

RESULT:	DISCUSSED
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B. Review Proposed Boundary Amendment No. 2 for Tax Increment Financing District No. 10. *

Development Services Director Daniel Lindstrom reviewed the boundary amendment No. 2 for TID 10. He explained that the two main reasons for the amendment are the expansion of Valley Cabinet and the clean up of the Belmark

property line. If Plan Commission approves the resolution, the amendment will then be reviewed by the Common Council on May 7, 2024. There are no additional project costs being added, but new non-project costs of \$120 million related to the Southern Bridge project have been added. Mayor Boyd declared the public hearing open at 7:11pm. No one wished to speak and the public hearing was declared closed at 7:11pm.

RESULT:	DISCUSSED
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C. Resolution PC24-01, Recommending Adoption of the Proposed Boundary Amendment No. 2 for Tax Increment Financing District No. 10.

Mayor Boyd moved, seconded by Shane Raymaker, to approve Resolution #24-01. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Hansen, Higgins, Raymaker, Schilling
EXCUSED:	Pamela Gantz

5. A Public Hearing on the proposed project plan for Tax Increment Financing District No. 18 is scheduled for 7:00 PM, or as soon thereafter as can be heard.

A. Notice of Public Hearing for Tax Increment Financing District No. 18 Project Plan and District Boundary.

Kelly Barker read the notice of public hearing, stating that it was published in the Press-Times on April 12, 2024.

RESULT:	DISCUSSED
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B. Review Proposed Project Plan and District Boundary for Tax Increment Financing District No. 18. *

Development Services Director Daniel Lindstrom reviewed the proposed project plan and district boundary for the creation of TID No. 18 as a Rehabilitation and Conservation district. It is being created as a partial overlay to both TID No. 7 and No. 16. The immediate focus of this district is to facilitate the proposed redevelopment of the former Shopko site and other redevelopment sites around the east downtown. The life of the TID is 27 years with a termination date of May 2051. The TID boundary includes over 29 acres and 52 parcels. Mayor Boyd declared the public hearing open at 7:26 pm. No one wished to speak, and the public hearing was declared closed at 7:27 pm.

RESULT:	DISCUSSED
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C. Resolution PC24-02, Recommending Adoption of the Proposed Boundaries of Tax Increment Financing District No. 18 and the Adoption of the Tax Increment Financing District No. 18 Project Plan.

Mayor Boyd moved, seconded by Ald. Hansen, to approve Resolution #24-02. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Busch, Hansen, Higgins, Raymaker, Schilling
EXCUSED:	Pamela Gantz

6. Consideration and possible action for a 3 lot and 1 outlot CSM at 230 N Wisconsin ST and a 1 lot and 1 outlot CSM at 230 N Broadway ST (Parcels ED-875, ED-861).

City Planner Peter Schleinz reviewed the two certified survey maps at 230 N Wisconsin St and 230 N Broadway St. Staff recommended approval of the CSMs, subject to the conditions in the report. Peter noted that the majority of the conditions are technical and can be reviewed by staff and the developer. Shane Raymaker moved, seconded by Brenda Busch, to approve the two CSMs. Upon vote, motion carried unanimously. Peter stated that this item does not need to be reviewed by the Common Council because there are no right-of-way dedications.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Shane Raymaker, Commissioner
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Hansen, Higgins, Raymaker, Schilling
EXCUSED:	Pamela Gantz

7. Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to R2-60 (Two-Unit District) at 705 Fourth ST, 713 Fourth ST, 717 Fourth ST, and 806 Third ST, and from R2-60 to PI-1 at 319 Marsh ST (Parcels WD-240, WD-245, WD-246, WD-250, WD-776).*

City Planner Peter Schleinz reviewed the zoning map amendment for various parcels owned by St. Norbert College. Staff recommended approval of the request. There were no comments or questions. Ald. Hansen moved, seconded by Brenda Busch, to approve the zoning map amendment. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Hansen, Higgins, Raymaker, Schilling
EXCUSED:	Pamela Gantz

8. Discussion about site plans received since the March 2024 Plan Commission meeting and review of the status of recently approved development projects.

City Planner Peter Schleinz provided an update on the status of site plan reviews since the March 2024 Plan Commission meeting. Ald. Hansen inquired on the status of the Tsunami carwash project proposed on Lawrence Drive. Peter noted that the project has been terminated at this time. He then asked about the usual time from site plan approval to permits being issued. Peter replied that staff can review a site plan in 2-3 weeks and then it is in the hands of the developer to request permits. Development Services Director Daniel Lindstrom added that an approved site plan is valid for one year, so they could technically wait 364 days from when the site plan was approved to apply for permits. Once a permit is issued, it is valid for one year. A final question was asked about Chicago Street Pub paving their parking lot. Peter noted that this is part of their most recent site plan approval. There were no other questions or comments.

RESULT: DISCUSSED

Adjournment

Mayor Boyd moved, seconded by Brenda Busch, to adjourn the meeting at 7:50 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker