



Plan Commission

Regular Meeting

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

Agenda

Monday, March 25, 2024	7:00 PM	Council Chambers and Virtual
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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **March 25, 2024** at **7:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Plan Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the February 26, 2024 Plan Commission meeting.
3. Request to amend Minutes from the January 22, 2024 Plan Commission meeting that were previously adopted.
4. 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.
5. Consideration and possible action for an extraterritorial 2-lot certified survey map at 5038 STH 57 (Greenleaf RD) in Rockland (Parcel R-284).*
6. Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to C (Commercial District) at 411 Destinty DR (Parcel ED-F0081-1).*
7. Consideration and possible action for first quarter 2024 revisions to Municipal Code Chapter 14 (Zoning Ordinance).*
8. Discussion about site plans received since the February 2024 Plan Commission meeting and review of the status of recently approved development projects.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by noon on the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

James Thompson

Matthew Litchfield, Mach IV Engineering & Surveying LLC

Destiny Church INC



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the February 26, 2024 Plan Commission meeting.

ATTACHMENTS:

- PC_Feb2024_Minutes_Draft (PDF)



Plan Commission

Regular Meeting

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

Draft Minutes

Monday, February 26, 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	
Mark Higgins	Commissioner	Present	
Devin Perock	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

2. Approval of the minutes of the January 22, 2024 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker, Schilling

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.

There were no public comments.

RESULT:	DISCUSSED
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4. Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to PI-2 (Campus Public & Institutional District) at 100 BLK-600 BLK Third ST, also known as 100 Grant ST (Parcels WD-688, WD-954, WD-171, WD-40, WD-691, WD-952, WD-936, WD-692, WD-727, WD-728, WD-697-1, WD-689, WD-721, WD-942, WD-950, WD-22, WD-38, WD-696, WD-697, WD-34, WD-945-1, WD-953, WD-686, WD-687, WD-941, WD-27, WD-685, WD-695, WD-23, WD-905, WD-7, WD-949-1, WD-694, WD-36, WD-690, WD-951, WD-945, WD-698, WD-8, WD-13, WD-949, WD-693, WD-934, WD-732).*

City Planner Peter Schleinzi reviewed the zoning map amendment at the 100-600 Block of Third Street for the St. Norbert College campus. Peter noted that zoning map amendments that change a PI-1 District to a PI-2 District include the review of a master plan. A master plan may also include the review of a site plan, but he indicated that this mater plan does not include a site plan. Peter highlighted the nine significant changes that are being requested as part of the master plan. Staff recommended approval of the zoning map amendment with a master plan, subject to the conditions in the report. Mayor Boyd moved, seconded by Mark Higgins, to open the meeting for public comments. Upon vote, motion carried unanimously. Two representatives from St. Norbert College addressed the Commission. Mayor Boyd expressed his concern with the parking needs with the addition of the new building that is planned. The building will mostly be used for undergrad classes with some other miscellaneous events such as corporate events; therefore, parking demands shouldn't be an issue. The Plan Commissioners,

representatives, and staff discussed the potential use of city lots by St. Norbert College, and future alternatives for parking control including sharing permitted license plates for parking lot monitoring. The Mayor asked staff if there is enough parking on campus. Peter responded that there is when St. Norbert College is looked at as a campus with multiple parking lots. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Mark Higgins, to approve the zoning map amendment and master plan, subject to the conditions in the report. Brenda Busch stated that she would abstain from voting since she is a St. Norbert College employee. Upon vote, motion carried by a vote of 6-0-1.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Higgins, Perock, Raasch, Raymaker, Schilling
ABSTAIN:	Brenda Busch

5. Consideration and possible action to release cross access easements (including pedestrian, vehicular, common component, utility, access, construction, parking, loading dock, lighting facilities, and landscape maintenance access easements) at 230 N Broadway ST, 421 Cass ST, 321 N Wisconsin ST, 309 N Wisconsin ST, 303 N Wisconsin ST, 230 N Wisconsin ST, 310 N Wisconsin ST, 320 N Wisconsin ST, and 206 N Wisconsin ST (Parcels ED-861, ED-862, ED-864, ED-865-1, ED-867, ED-875, ED-878, ED-880, ED-886).*

City Planner Peter Schleinz reviewed the request to release cross access easements for the former Shopko property. Peter stated that the goal is to release the easements from the 1985 Cross-Easement Agreement. There are 3 main areas of the agreement: pedestrian impact, vehicular impact and common component impact. The City will require the creation of an easement behind 310 and 320 Wisconsin Street for an existing storm sewer. The City will also require the creation of a new easement for stormwater infrastructure in the former Shopko parking lot. Other impacted utilities may also require the creation of an easement necessary to maintain infrastructure. New easements shall be prepared before releasing the existing documents. Development Services Director Daniel Lindstrom stated that the City has identified all of its easements but will also be reaching out to private utilities for them to identify any easements that may also exist on these parcels that may need to be relocated. Next, there is a fire and emergency access easement that is no longer necessary due to the removal of the building. Parking will revert to standard parking situations common to the downtown. Parking in the former Shopko lot would be subject to any private agreements. Loading dock easement removal requires owners of 310 and 320 N Wisconsin Street to prepare and record their own easement to preserve loading dock access. The developer, De Pere 230 Development Partners LLC intends to sell/grant/deed area north of the future William Street extension to the owners of 310 N Wisconsin Street. The lighting facilities easement removal would place sole maintenance responsibilities on the owners of the Shopko parcel or if in the ROW, the responsibility of the City. The landscape maintenance access easement removal would place sole maintenance responsibilities on the owners of the Shopko parcel. Staff recommended approval of the easement request. Mayor Boyd moved, seconded by Ald. Raash, to approve the release of cross access easements, subject to the conditions in the report. Upon vote, motion carried unanimously.

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

6. Discussion to review the 2023 City of De Pere Housing Affordability Report Update.
- City Planner Peter Schleinz reviewed the 2023 City of De Pere Housing Affordability Report. Mayor Boyd moved, seconded by Ald. Raasch, to receive and place the update on file. Upon vote, motion carried unanimously.

RESULT:	DISCUSSED
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7. Discussion about site plans received since the January 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 recently approved development projects since the January 2024 Plan Commission meeting. Mayor Boyd commented on a new development coming for Caribou Coffee. Peter stated that it would be going in on the west side of De Pere across the street from the CVS Pharmacy. There were no other questions or comments.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Brenda Busch, to adjourn the meeting at 7:55 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Request to amend Minutes from the January 22, 2024 Plan Commission meeting that were previously adopted.

ATTACHMENTS:

- January 2024 PC Minutes Revision Memo - March 2024 (DOCX)
- 2024-01-22 Plan Commission - Full Minutes (unedited) (PDF)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: March 25, 2024

RE: **Request to amend Minutes from the January 22, 2024 Plan Commission meeting that were previously adopted.**

Summary:

Plan Commission reviewed and approved the January 22, 2024 meeting minutes during the last meeting on February 26, 2024. After the approval, three potential errors were found in Agenda Item 9, related to building façade materials in the Business Park and Industrial Districts. The following section of this memo includes Agenda Item #9, with redlines referencing the corrections.

January 22, 2024 Plan Commission Minutes Agenda Item #9 with redlined revisions:

9. Consideration and possible action for a Zoning Ordinance text amendment for building materials in Business Park and Industrial Zoning Districts.*

City Planner Peter Schleinz reviewed the zoning ordinance text amendment for building materials in business park and industrial zoning districts. He explained that staff has run into a few issues with the new Zoning Ordinance regarding the use of metal materials. It was assumed that the expanded list of metal materials would lead to greater flexibility in building design. However, it has led to greater confusion from some developers. Therefore, staff realized there is a need for Plan Commission to discuss metal materials, finishes, and fasteners to ensure the Zoning Ordinance addresses the original intent of the expanded metal facade materials. Discussion followed and it was decided to have a separate standard for the Business Park and Industrial Zoning Districts, with more strict regulations in the Business Parks. The discussion included allowing exposed metal fasteners on the rear and side facades in the Industrial Zoning District and on the rear facade only in the Business Park District, ~~as long as it's an expansion wall~~. Another clarification in the Industrial Zoning District is that metal siding with exposed fasteners on the sides is allowed as long as 35% of the ground level is brick, masonry, or stone.

The standard will remain the same in the Business Park along with the clarifying statement that ribbed metal panel is not allowed unless it's part of an ~~n-insulated~~ metal panel system. ~~Also, corrugated metal siding is not allowed on the sides of a building.~~ Finally, smooth metal panels need to be considered an architectural element or feature but are not allowed for full walls. Full walls need to be textured. Staff explained that the revisions will be reviewed in the first quarter. Mayor Boyd moved, seconded by Shane Raymaker, to receive the discussion and place it on file. Upon vote, motion carried unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Mayor
SECONDER: Shane Raymaker, Commissioner
AYES: Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED: Mark Higgins

Staff Recommendation

Approve the corrections in the January 22, 2024 Plan Commission Minute, Agenda Item #9.



Plan Commission

Regular Meeting

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

Final Minutes

Monday, January 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	
Mark Higgins	Commissioner	Excused	
Devin Perock	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

Also present: Development Services Director Daniel Lindstrom, City Planner Peter Schlein, Parks Director Marty Kosobucki, Public Works Director Scott Thoresen, Community & Economic Development Specialist Quasan Shaw, and members of the public.

2. Approval of the minutes of the November 27, 2023 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED:	Mark Higgins

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 welcomed the new Community & Economic Development Specialist, Quasan Shaw. Quasan introduced himself to the Commission. There were no other public comments.

RESULT:	DISCUSSED
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4. Consideration and possible action on the Final Draft of the Comprehensive Outdoor Recreation Plan (CORP) 2024-2029.*

City Planner Peter Schlein introduced Parks Director Marty Kosobucki, who provided a summary of the Comprehensive Outdoor Recreation Plan (CORP) for 2024-2029. He explained that there was a lot of community input, which was then reviewed and approved by the Park Board in December 2023. Mayor Boyd moved, seconded by Shane Raymaker, to approve the final draft of the CORP and forward it to the Common Council for final approval. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED:	Mark Higgins

5. Consideration and possible action for an extraterritorial 1-lot and 1-outlot certified survey map at 3300 BLK Monroe RD in Ledgeview (Parcel D-423).*

City Planner Peter Schleinz reviewed the extraterritorial CSM at 3300 Block of Monroe Road in the Town of Ledgeview. Staff recommended approval of the CSM, subject to one condition in the report. Mayor Boyd moved, seconded by Ald. Raasch, to approve the CSM and forward it to the Common Council. Upon vote, motion carried unanimously.

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

6. Consideration and possible action for a conditional use of landscape materials and supplies use in a C (Commercial) District at 2108 Lawrence DR (Parcel WD-L281-1).*

City Planner Peter Schleinz reviewed the conditional use request for a landscape materials and supplies use in a C District at 2108 Lawrence Drive. Staff recommended approval of the conditional use, subject to the conditions in the report. Peter added that all property owners within 300 feet of the subject area were notified. Ald. Raasch moved, seconded by Mayor Boyd, to open the meeting for public comment. Jerry Lewin, the authorized representative for the project, provided comments to the commission. His intent was to request some design exceptions, which staff determined would be more appropriate to request during the site plan phase of the project. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Ald. Raash, to approve the conditional use request subject to the conditions in the report and forward to the Common Council for final approval. Upon vote, motion carried unanimously.

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

7. Consideration and possible action for a zoning map amendment from C PDD (Commercial with a pre-existing Planned Development District overlay) to C (Commercial) at 2000 BLK Profit PL (Parcels ED-F0081-5, ED-F0081-2, ED-2389, ED-2388, ED-2387).*

City Planner Peter Schleinz reviewed the zoning map amendment from C PDD to C at the 2000 Block Profit Place. He added that all property owners within 300 feet of the subject area were notified. Staff recommended approval of the zoning map amendment, subject to one condition. Mayor Boyd moved, seconded by Ald. Raasch, to approve the zoning map amendment. Upon vote, motion carried unanimously.

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

8. Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to PI-2 (Campus Public & Institutional District) at 925 S Sixth ST and 500 BLK Lande ST (Parcels WD-142, WD-144-1-1).*

City Planner Peter Schleinz reviewed the zoning map amendment from PI-1 to PI-2 at 925 S Sixth St and the 500 Block of Lande Street. The zoning map amendment includes a master plan as well as a site plan to build a new fueling station where one currently exists at the Municipal Service Center. Staff recommended approval of the zoning map amendment subject to the conditions in the report. Peter noted that letters were mailed to property owners within 300 feet of the boundary. A few calls were received regarding concerns about this project. Peter stated that he answered questions regarding the project. Mayor Boyd moved, seconded by Ald. Raasch to open the meeting. Upon vote, motion carried unanimously. John Aland, the property owner at 926 S Sixth St wanted clarification of the rezoning. Peter noted that it only includes the two parcels that are currently owned by the City. Mr. Aland then asked when the project will be completed. Peter stated that the fueling station is going to happen shortly after the rezoning is approved. Scott Thoresen, Director of Public Works addressed the Commission. He noted that the other projects will occur in phases due to budget constraints and other factors. Mayor Boyd moved, seconded by Ald. Raasch to go back to regular session. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Brenda Busch, to approve the zoning map amendment with conditions. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED:	Mark Higgins

9. Consideration and possible action for a Zoning Ordinance text amendment for building materials in Business Park and Industrial Zoning Districts.*

City Planner Peter Schleinz reviewed the zoning ordinance text amendment for building materials in business park and industrial zoning districts. He explained that staff has run into a few issues with the new Zoning Ordinance regarding the use of metal materials. It was assumed that the expanded list of metal materials would lead to greater flexibility in building design. However, it has led to greater confusion from some developers. Therefore, staff realized there is a need for Plan Commission to discuss metal materials, finishes, and fasteners to ensure the Zoning Ordinance addresses the original intent of the expanded metal facade materials. Discussion followed and it was decided to have a separate standard for the Business Park and Industrial Zoning Districts, with more strict regulations in the Business Parks. The discussion included allowing exposed metal fasteners on the rear and side facades in the Industrial Zoning District and on the rear facade only in the Business Park District, as long as it's an expansion wall. Another clarification in the Industrial Zoning District is that metal siding with exposed fasteners on the sides is allowed as long as 35% of the ground level is brick, masonry, or stone.

The standard will remain the same in the Business Park along with the clarifying statement that ribbed metal panel is not allowed unless it's part of an insulated metal panel system. Also, corrugated metal siding is not allowed on the sides of a building. Finally, smooth metal panels need to be considered an architectural element or feature but are not allowed for full walls. Full walls need to be textured. Staff explained that the revisions will be reviewed in the first quarter. Mayor Boyd moved, seconded by Shane Raymaker, to receive the discussion and place it on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED:	Mark Higgins

10. Discussion about site plans received since the November 2023 Plan Commission meeting and review of the status of recently approved development projects.

City Planner Peter Schleinz provided an update on the status of recently approved development projects since the November 2023 Plan Commission meeting. There were no questions or comments.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Grant Schilling, Commissioner
AYES:	Boyd, Busch, Perock, Raasch, Raymaker, Schilling
EXCUSED:	Mark Higgins

Adjournment

Mayor Boyd moved, seconded by Brenda Busch, to adjourn the meeting at 8:21 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: 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.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Plan Commission

FROM: Peter Schleinz

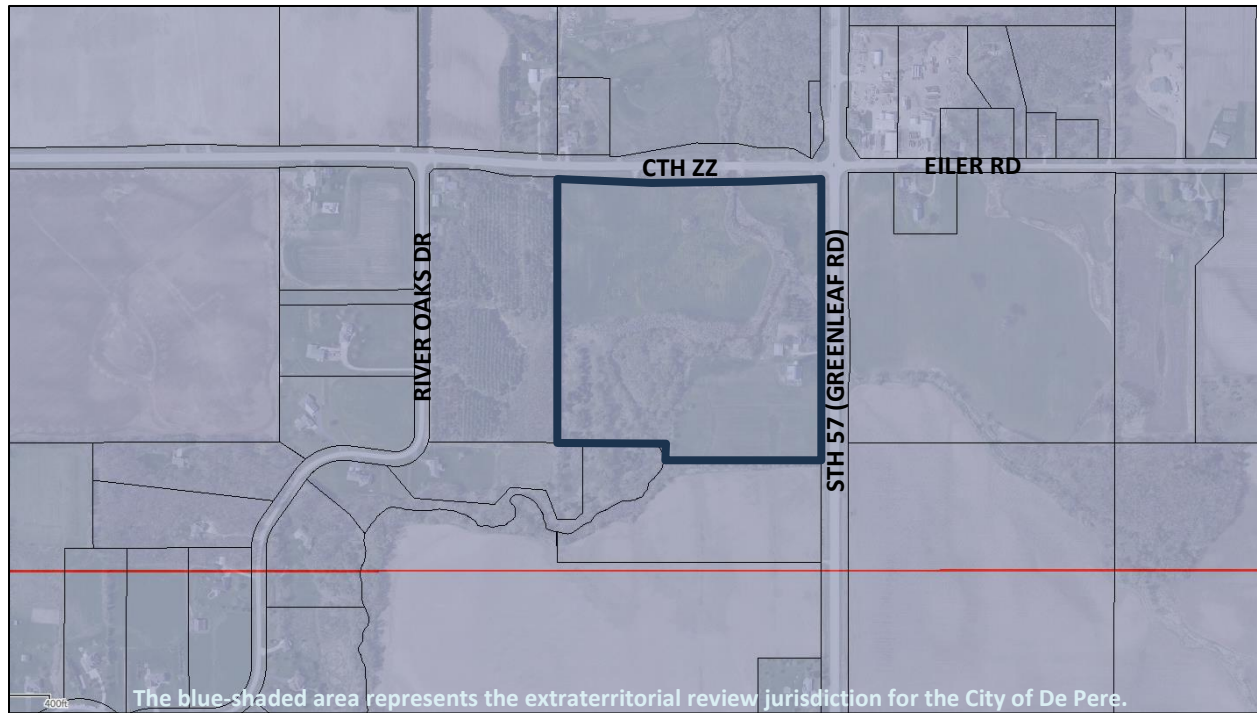
SUBJECT: Consideration and possible action for an extraterritorial 2-lot certified survey map at 5038 STH 57 (Greenleaf RD) in Rockland (Parcel R-284).*

ATTACHMENTS:

- PC Report - 5038 STH 57 (Greenleaf RD) (DOCX)
- Preliminary CSM and Application (PDF)

Item 5: Consideration and possible action for an extraterritorial 2-lot certified survey map at 5038 STH 57 (Greenleaf RD) in Rockland (Parcel R-284).*

SITE MAP



REQUESTED ACTION:	Extraterritorial Certified Survey Map Approval.
COMMON DESCRIPTION:	5038 STH 57 (Greenleaf RD), located southwest of the Greenleaf RD and CTH ZZ intersection in Rockland.
ZONING:	Non-Participating WLI (NPWLI) in Rockland.
SURROUNDING LAND USES:	Residential, undeveloped agricultural, and natural areas in all directions.
COMPREHENSIVE PLAN:	Residential, General Agricultural, and Environmentally Sensitive and Natural Areas in Rockland.
APPLICANT/OWNER:	<u>Applicant and Property Owner</u> James Thompson 3420 Solitude RD De Pere, WI 54115
LAND USE HISTORY:	After a review of air photographs, the site was developed with a residential structure after 1938.
STAFF REVIEW:	When reviewing a Certified Survey Map, staff considers State Statutes 236, Section 46-8 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

-
- The proposed CSM is 11,700' (2.2 miles) south of the De Pere city limits.
 - The proposed land division will create two residential and agricultural lots.
 - The site is located outside the sewer service area.
 - The Rockland minimum acreage and frontage requirements are 25.0 and 300'.
 - The CSM Lot 1 does not comply with the Rockland minimum acreage requirement. This is being resolved with a Rockland rezoning from NPWLI to ER-10, which allows for 10 acre lots.

Except for the Rockland minimum lot size, the Certified Survey Map meets the criteria of State Statutes 236 and Section 46-8 of the De Pere Platting and Division of Land Code. The proposed lot sizes, street frontages, and setbacks meet De Pere's requirements.

Staff recommends APPROVAL of the certified survey map, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Rockland, and Brown County Planning Commission.
2. A successful Rockland rezoning from NPWLI to ER-10, or a Rockland zoning district that allows 10.2 acre lots, is required for Lot 1.



Planning/Zoning Application

Planning & Zoning Department

5.b

Submitted On:

Mar 13, 2024, 12:26PM EDT

Parcel Number: (Include ALL parcels)	R-284
Nearest property address to the project site:	Street Address: 5038 STH 57 City: DePere State: W Zip: 54115
Check each project type that is being applied for:	CSM
Number of lots in the CSM:	2
Number of outlots in the CSM:	0
Current De Pere Zoning Districts:	Not in De Pere
Extraterritorial Zoning Districts:	Town of Rockland
Existing Site Land Uses:	Undeveloped/Vacant/Agricultural Residential
Proposed Site Land Uses:	Undeveloped/Vacant/Agricultural Residential
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	First Name: James Last Name: Thompson
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	Street Address: 3420 Solitude Road City: DePere State: W Zip: 54115
Property Owner's Phone Number:	920-376-0746
Property Owner's Email Address:	altnorejim@aol.com
Is someone processing the project for the property owner as their authorized representative?	No

Please attach 1 PDF copy of the CSM.		THOMPSON PRELIMINARY CSM (3-11-2024).pdf	5.b
How do you plan on paying for your application?		Mail a check	
Total Due:		\$375.00	
Signature Data		First Name: Andrew Last Name: Hunter Email Address: andy@wisconsinlandsurveying.com  Signed at: March 13, 2024 12:25pm America/New_York	
User's Session Information		IP Address: 68.117.7.213 Referrer URL:	

CERTIFIED SURVEY MAP

SHEET 1 OF 3

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 22 NORTH, RANGE 20 EAST, TOWN OF ROCKLAND, BROWN COUNTY, WISCONSIN.

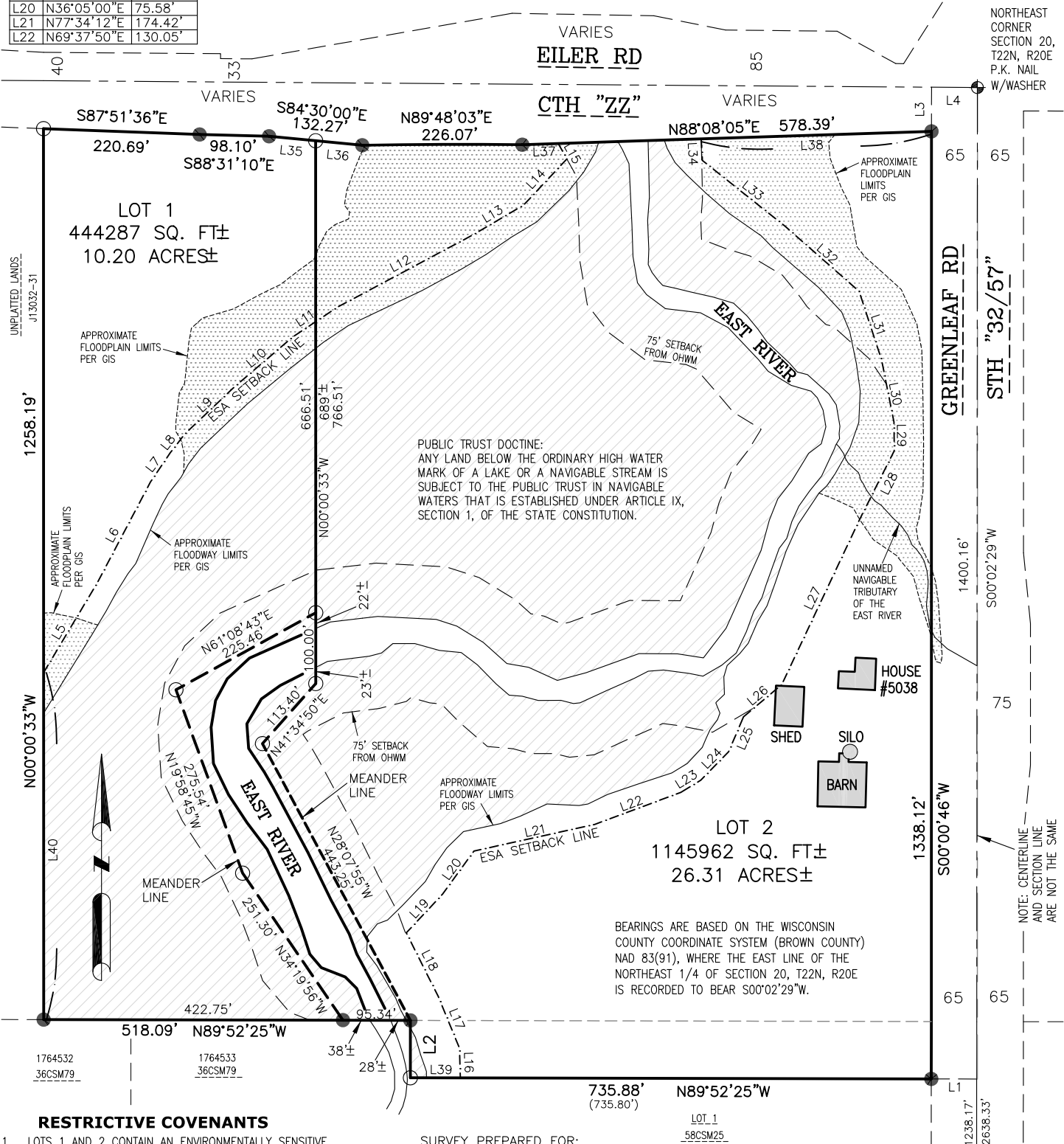
LINE	BEARING	DISTANCE
L1	N89°52'25"W	64.12'
L2	N00°02'29"E	81.00'
L3	N00°02'29"E	62.38'
L4	S89°34'53"E	64.78'
L5	N30°50'23"E	149.93'
L6	N27°47'31"E	158.99'
L7	N34°09'41"E	50.11'
L8	N37°46'32"E	33.32'
L9	N46°30'46"E	94.54'
L10	N49°21'05"E	109.86'
L11	N56°21'43"E	76.68'
L12	N61°54'59"E	218.37'
L13	N59°29'03"E	81.45'
L14	N43°10'09"E	89.17'
L15	N29°10'05"W	24.96'
L16	N01°44'05"W	42.06'
L17	N22°19'33"W	78.61'
L18	N26°40'39"W	100.78'
L19	N43°10'16"E	74.65'
L20	N36°05'00"E	75.58'
L21	N77°34'12"E	174.42'
L22	N69°37'50"E	130.05'

LINE	BEARING	DISTANCE
L23	N58°29'45"E	33.11'
L24	N44°25'13"E	56.02'
L25	N23°10'09"E	53.91'
L26	N49°55'37"E	70.40'
L27	N25°16'06"E	264.66'
L28	N26°53'02"E	101.68'
L29	N00°37'28"W	40.66'
L30	N11°13'15"W	89.34'
L31	N18°07'18"W	102.13'
L32	N48°43'28"W	140.15'
L33	N51°29'52"W	148.31'
L34	N03°09'13"W	30.58'
L35	S84°30'00"E	66.14'
L36	S84°30'00"E	66.13'
L37	S88°08'05"E	50.80'
L38	N88°08'05"E	325.52'
L39	S89°52'25"E	70.61'
L40	N00°00'33"W	489.91'



LEGEND

- ⊗ DENOTES 1" IRON PIPE FOUND
- () DENOTES RECORD DIMENSION, WHERE DIFFERENT THAN ACTUAL MEASUREMENT
- DENOTES 1.25" OUTSIDE DIAMETER IRON PIPE 18" LONG SET, WEIGHING NOT LESS THAN 1.13 LBS PER LINEAL FOOT.

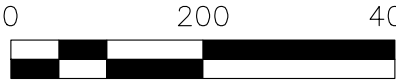


RESTRICTIVE COVENANTS

- LOTS 1 AND 2 CONTAIN AN ENVIRONMENTALLY SENSITIVE AREA (ESA) AS DEFINED IN THE BROWN COUNTY SEWAGE PLAN. THE ESA INCLUDES FLOODWAY PLUS 35 FEET FROM THE FLOODWAY LINE, NAVIGABLE WATERWAYS AND 75 FEET FROM NAVIGABLE WATERWAYS. DEVELOPMENT AND LAND DISTURBING ACTIVITIES ARE RESTRICTED IN THE ESA UNLESS AMENDMENTS ARE APPROVED BY THE BROWN COUNTY PLANNING COMMISSION AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES.
- THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE LOT OWNER AND MAINTAINED BY THE ADJUTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER.

SURVEY PREPARED FOR:

JAMES THOMPSON
ALLISON THOMPSON
3420 SOLITUDE ROAD
DEPERE, WI 54115
PARCEL R-284



SCALE 1"=200'

03/11/2024

PROJECT 6012

SHEET 1 OF 3

Professional Service You Can Trust

3552 GLEN OAKS PASS

GREEN BAY, WI 54311

www.wisconsinlandsurveying.com

(920)410-7744

CERTIFIED SURVEY MAP

SHEET 2 of 3

PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 22 NORTH, RANGE 20 EAST, TOWN OF ROCKLAND, BROWN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE
STATE OF WISCONSIN

I, ANDREW L. HUNTER, WISCONSIN PROFESSIONAL LAND SURVEYOR DO HEREBY CERTIFY;

THAT I HAVE SURVEYED, DIVIDED AND MAPPED PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 20, TOWNSHIP 22 NORTH, RANGE 20 EAST, TOWN OF ROCKLAND, BROWN COUNTY, WISCONSIN, WHICH IS BOUND AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 20; THENCE SOUTH 00°02'29" WEST ALONG THE EAST LINE OF SAID NORTHEAST 1/4, 1400.16 FEET; THENCE NORTH 89°52'25" WEST 64.12 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF S.T.H. '32/57', BEING THE NORTHEAST CORNER OF LOT 1 OF CERTIFIED SURVEY MAP NO. 8275 AND THE POINT OF BEGINNING; THENCE CONTINUING NORTH 89°52'25" WEST ALONG THE NORTH LINE OF SAID LOT 1, 735.88 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE NORTH 00°02'29" EAST ALONG THE WEST LINE OF SAID LOT 1, 81.00 TO A POINT ON THE SOUTH LINE OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4; THENCE NORTH 89°52'25" WEST ALONG SAID SOUTH LINE, 518.09 FEET TO THE SOUTHWEST CORNER OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4; THENCE NORTH 00°00'33" WEST ALONG THE WEST LINE OF SAID NORTHEAST 1/4 OF THE NORTHEAST 1/4, 1258.19 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF C.T.H. 'ZZ'; THENCE SOUTH 87°51'36" EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE, 220.69 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE SOUTH 88°31'10" EAST 98.10 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE SOUTH 84°30'00" EAST 132.27 EAST; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE NORTH 89°48'03" EAST 226.07 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE NORTH 88°08'05" EAST 578.39 FEET TO A POINT ON THE WEST RIGHT-OF-WAY LINE OF S.T.H. '32/57'; THENCE SOUTH 00°00'46" WEST ALONG SAID WEST RIGHT-OF-WAY LINE, 1338.12 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 1622481 SQ. FT. (37.25 ACRES) AND IS SUBJECT TO ALL EXISTING EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE THIS SURVEY BY THE DIRECTION OF JAMES THOMPSON AND ALISON THOMPSON, OWNERS OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE LAND DIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236, SECTION 236.34 OF THE WISCONSIN STATUTES AND THE LAND SUBDIVISION ORDINANCES OF THE TOWN OF ROCKLAND AND THE BROWN COUNTY PLANNING COMMISSION IN SURVEYING, DIVIDING AND MAPPING THE LAND.

ANDREW HUNTER,
PROFESSIONAL WISCONSIN LAND SURVEYOR S-2835-008

DATE: _____

NOTES

1. THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN THE WISCONSIN CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL TECHNICAL STANDARDS (AVAILABLE FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES) TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE TOWN HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVISION APPLIES TO ANY GRADING, CONSTRUCTION OR INSTALLATION-RELATED ACTIVITES.
2. A SHORELAND PERMIT FROM THE BROWN COUNTY ZONING ADMINISTRATOR'S OFFICE IS REQUIRED FOR LOTS 1 AND 2 PRIOR TO CONSTRUCTION, FILL, EXCAVATION, OR GRADING ACTIVITY WITHIN 300 FEET OF THE ORDINARY HIGH WATER MARK (OHWM) OF NAVIGABLE RIVERS OR STREAMS, OR TO THE LANDWARD SIDE OF THE FLOODPLAIN, WHICHEVER IS GREATER, AND/OR 1000' OF THE OHWM OF NAVIGABLE LAKES, PONDS, OR FLOWAGES.
3. FLOODWAY AND FLOODPLAIN LIMITS SHOWN PER GIS AND SCALED MEASUREMENTS FROM MAP PANEL NUMBER 55009C0352F WITH EFFECTIVE DATE OF AUGUST 18, 2009.
4. DEVELOPMENT ON LOTS 1 AND 2 REQUIRES THAT PUBLIC SEWER AND WATER BE AVAILABLE OR ACQUISITION OF ALL STATE, COUNTY, AND/OR MUNICIPAL PERMITS CONCERNING ONSITE SEWAGE DISPOSAL SYSTEMS FOR SANITARY WASTE DISPOSAL.

CERTIFIED SURVEY MAP

SHEET 3 of 3

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 24 NORTH, RANGE 22 EAST, TOWN OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED HEREIN TO BE SURVEYED, MAPPED, AND DIVIDED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP.

I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: TOWN OF ROCKLAND AND BROWN COUNTY PLANNING COMMISSION.

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS DAY OF , 20

JAMES THOMPSON

ALISON THOMPSON

STATE OF WISCONSIN)

:SS

COUNTY)

PERSONALLY, CAME BEFORE ME THIS DAY OF 20 THE AFOREMENTIONED JAMES THOMPSON AND ALISON THOMPSON TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

MY COMMISSION EXPIRES NOTARY PUBLIC

TOWN TREASURER'S CERTIFICATE

AS DULY ELECTED TOWN OF ROCKLAND TREASURER, I HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOW NO UNREDEEMED TAXES AND NO UNPAID OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP AS OF THE DATE LISTED BELOW.

DATE TREASURER MARY VAN DYCK

CERTIFICATE OF THE TOWN OF ROCKLAND

APPROVED BY THE TOWN OF ROCKLAND THIS DAY OF , 20

DENNIS CASHMAN

JULIE KOENIG

TOWN CHAIRPERSON

TOWN CLERK

CERTIFICATE OF THE CITY OF DEPERE

APPROVED BY THE CITY OF DEPERE COMMON COUNCIL ON THE DAY OF , 20

CAREY E. DANEN

DATE

CITY CLERK

TREASURER'S CERTIFICATE

AS DULY ELECTED BROWN COUNTY TREASURER, I HEREBY CERTIFY THAT THE RECORDS IN OUR OFFICE SHOWN NO UNREDEEMED TAXES AND NO UNPAID OR SPECIAL ASSESSMENTS AFFECTING ANY OF THE LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP AS OF THE DATE LISTED BELOW.

CHARLES MAHLIK
DEPUTY BROWN COUNTY TREASURER

DATE

CERTIFICATE OF THE BROWN COUNTY PLANNING COMMISSION

APPROVED BY THE BROWN COUNTY PLANNING COMMISSION THIS DAY OF , 20

KATHY MEYER

AUTHORIZED SIGNATORY



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

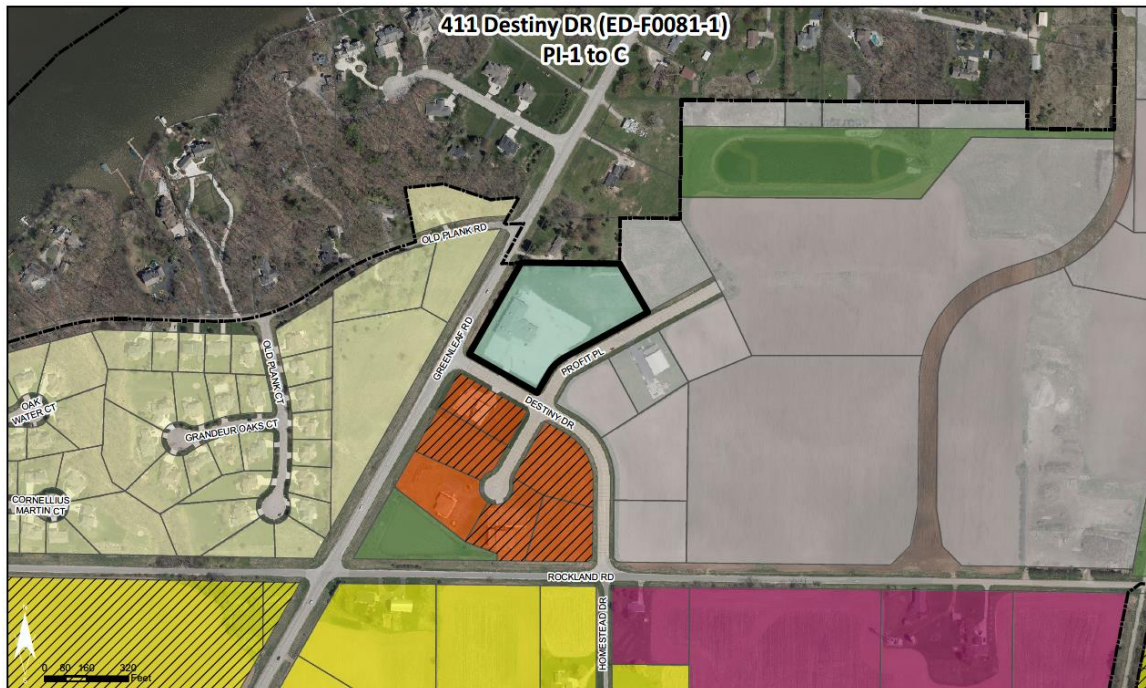
SUBJECT: Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to C (Commercial District) at 411 Destiny DR (Parcel ED-F0081-1).*

ATTACHMENTS:

- PC Report - Zoning Map Amendment (DOCX)
- Zoning Map Amendment - 411 Destiny DR (PDF)
- Application Form (PDF)
- Legal Description from Applicant (DOCX)

Item 6: Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to C (Commercial District) at 411 Destiny DR (Parcel ED-F0081-1).*

SITE MAP



REQUESTED ACTION: Zoning Map Amendment Request.

COMMON DESCRIPTION: 411 Destiny DR, located northwest from the Destiny DR and Profit PL intersection.

SURROUNDING LAND USES: Town of Ledgeview Residential to the north.
Business Park (C) to the south.
Business Park (BP-1) to the east.
Residential (R1-80) to the west.

COMPREHENSIVE PLAN: Commercial.

APPLICANT / OWNER:	<u>Authorized Representative</u> Mathew Litchfield Mach IV Engineering & Surveying LLC 2260 Salscheider CT Green Bay, WI 54313	<u>Property Owner</u> Destiny Church INC 411 Destiny DR De Pere, WI 54115
---------------------------	--	--

LAND USE HISTORY: After review of air photographs, the parcel was developed for religious and non-secular assembly in the 1990's.

STAFF REVIEW: When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed rezoning complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

Comprehensive Plan

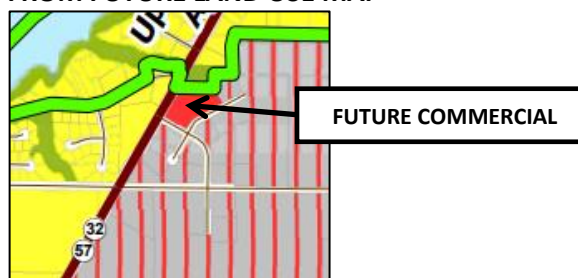
The 2010 Comprehensive Plan Update text and the Future Land Uses Map (Figure 2-6) identifies the future use as “Commercial.” The existing religious and non-secular assembly use is permitted in both the PI-1 District and the C District. A proposed eating and drinking place – restaurant use with an accessory drive-in/drive-through service use is prohibited in the existing PI-1 District and is permitted in the proposed C District. The commercial use complies with the 2010 Comprehensive Plan Update.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. The 2010 Comprehensive Plan Update reflects the following:

- De Pere city limits to the north.
- Future ‘Business Park’ to the south and east
- Future ‘Neighborhood Residential (Including Multi-Family)’ to the west.

CLIP FROM FUTURE LAND USE MAP



Desired Development Patterns

If the Zoning Map remains unchanged as PI-1 then 11 residential, public and civic, commercial, industrial, recycling, and agricultural uses are permitted with 1 conditional use. If the Zoning Map is amended from PI-1 to C, then 43 residential, public and civic, commercial, industrial, recycling, and agricultural uses are permitted with 6 conditional uses.

The site is vehicle accessible with street frontage on Destiny DR and Profit PL. There are not developed sidewalks along the highway or in the business park, directed by the City. Destiny DR connects to Greenleaf RD to the west and the proposed Southern Bypass to the south.

NEIGHBOR OUTREACH

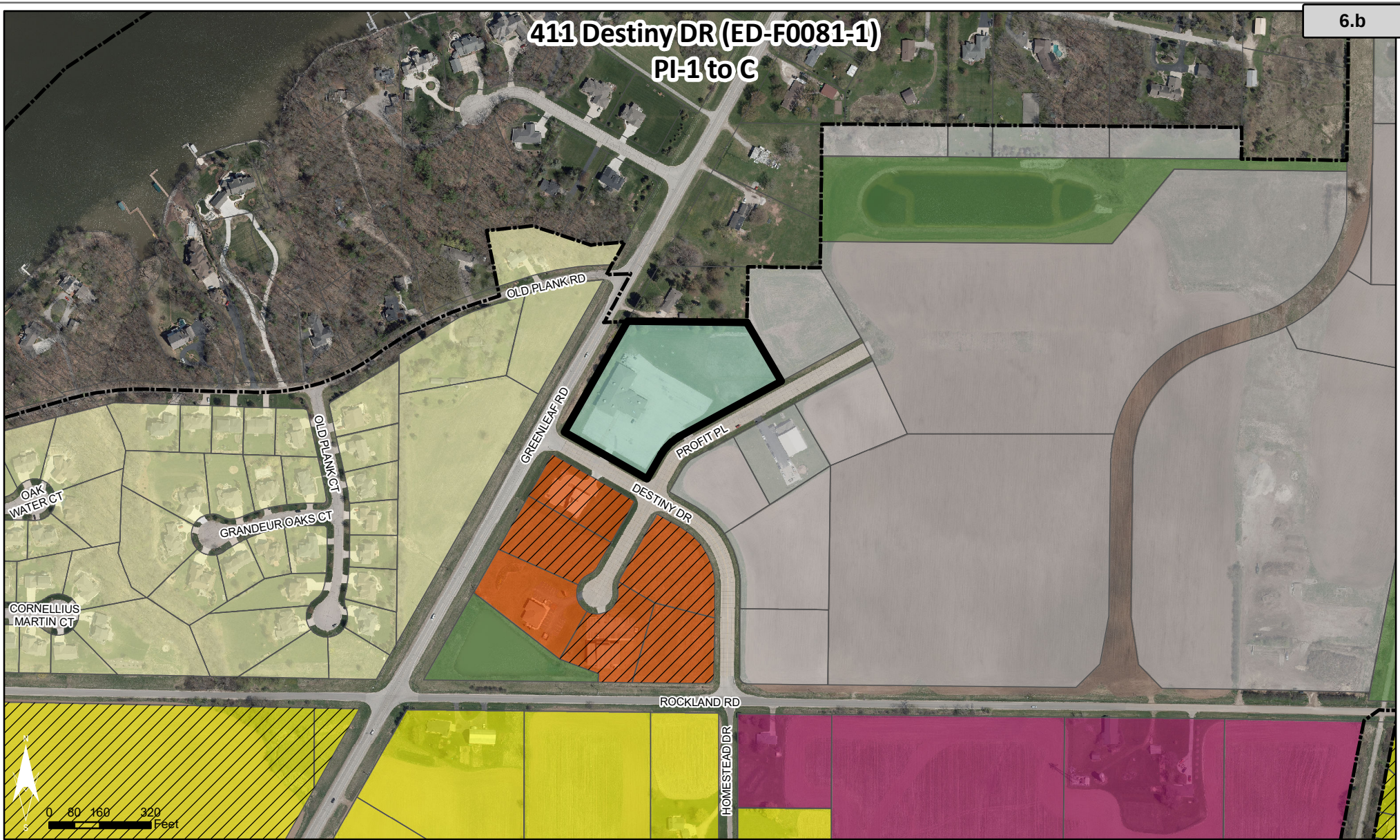
All property owners within 300 feet of the subject area have been notified of the application via mail. Staff received one phone call with questions about the rezoning as of the date this report was written.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to C (Commercial District) at 411 Destinty DR. A zoning map amendment must comply with the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.

411 Destiny DR (ED-F0081-1)
PI-1 to C



Zoning Map Amendment Detail (Draft For Review - March 2024)

Parcels	A: Agricultural	RM-2 Multi-Unit Districts	C: Commercial
Pre-Existing PDD (Prior to Jan 1, 2023)	R1-80: Single-Dwelling Detached	MX1: Downtown Mixed-Use District	BP-1: Business Park 1
	R1-60: Single-Dwelling Detached	MX2: Neighborhood Mixed-Use District	BP-2: Business Park 2
	R1-45: Single-Dwelling Detached	MX3: Corridor Mixed-Use District	I: Industrial
	R2-60: Two-Unit	GX1: Office-Residential Mix District	CON: Conservancy
	R2-45: Two-Unit	GX2: Neighborhood Office-Residential	PI-1: Neighborhood Public & Institutional District
	RM-1: Multi-Unit Districts	O: Office	PI-2: Campus Public & Institutional District

This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.

Data Source



Planning/Zoning Application

Planning & Zoning Department

6.c

Submitted On:

Feb 19, 2024, 12:07PM EST

Parcel Number: (Include ALL parcels)	ED-F0081-1
Nearest property address to the project site:	Street Address: 411 Destiny Drive City: De Pere State: W Zip: 54313
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning)
Current De Pere Zoning Districts:	PI-1
Proposed De Pere Zoning Districts:	C
Existing Site Land Uses:	Public & Civic
Proposed Site Land Uses:	Public & Civic
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a pre-consultation meeting?	Yes
Property Owner:	First Name: Caleb Last Name: Hayes
Is the property owner's address the same as the nearest property address?	Yes
Property Owner's Phone Number:	920-309-1037
Property Owner's Email Address:	caleb@calebhayes.com
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	First Name: Mathew Last Name: Litchfield
Authorized Representative's Business Name:	Mach IV Engineering & Surveying, LLC
Authorized Representative's Phone Number:	920-569-5765

Authorized Representative's Email Address:		mlitchfield@mach-iv.com	6.c
Please attach an EXHIBIT MAP with the zoning boundary.		2109-01-23 Eng.pdf	
Please attach a WORD DOCUMENT with the boundary legal description.		Boundary Description.docx	
How do you plan on paying for your application?		Online with a credit card	
Total Due:		\$350.00	
Signature Data	First Name: Mathew Last Name: Litchfield Email Address: mlitchfield@mach-iv.com		
			
		Signed at: February 19, 2024 11:04am America/New_York	
User's Session Information		IP Address: 69.129.142.130 Referrer URL:	

PROPERTY DESCRIPTION FOR ZONING MAP AMENDMENT PURPOSES**PARCEL ED-F0081-1**

ALL OF LOT 1 OF VOLUME 39, CERTIFIED SURVEY MAPS, PAGE 175, BEING PART OF THE SOUTHWEST $\frac{1}{4}$ OF THE WEOUTHEAST $\frac{1}{4}$ OF SECTION 23, T23N-R20E, CITY OF DE PERE, BROWN COUNTY, WISCONSIN



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action for first quarter 2024 revisions to Municipal Code Chapter 14 (Zoning Ordinance).*

ATTACHMENTS:

- Zoning Ordinance Memo for PC - 1st Qtr 2024 - 25 Mar 2024 (DOCX)
- Zoning Ordinance Updates - Redlined Summary for PC - 1st Quarter 2024 (DOCX)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: March 25, 2024

RE: **Consideration and possible action for first quarter 2024 revisions to Municipal Code Chapter 14 (Zoning Ordinance).***

Summary:

The Common Council approved a new Zoning Ordinance and new Official Zoning Map on December 20, 2022, which became effective on January 1, 2023. The new Zoning Ordinance and Official Zoning Map were designed to have a quarterly review for potential revisions and updates. This is the first of the year 2024 quarterly updates.

Potential Revisions and Updates:

To maintain transparency with the Plan Commission, Common Council, and the public, the attached document redlines the potential revisions to the Zoning Ordinance and Zoning Map. Staff proposals include 20 Zoning Ordinance revisions and zero Zoning Map revisions.

Plan Commission Recommendations:

Approve the revisions to the Zoning Ordinance, Municipal Code Chapter 14, and forward the revisions to Common Council for a final decision.

Redlined Revisions for Zoning Ordinance

Plan Commission Review March 25, 2024

Common Council Decision April 16, 2024

Section 14-21(8)

(8) Average Setback Reductions

A residential principal building setback regulation may be reduced ~~when~~ when at least 50% of the neighborhood, as defined as all residential principal buildings within 300 feet of the subject parcel, is built up with residential principal buildings. ~~The front setback, rear setback, and interior side setback regulations requirements for new buildings shall be equal to the average of the existing residential principal buildings, except that any existing residential principal building set back 30% more or less than the average may be discounted from the formula.~~ The front setback, rear setback, and interior side setback regulations requirements for new buildings shall be equal to the average of the existing residential principal buildings, except that any existing residential principal building set back 30% more or less than the average may be discounted from the formula.

Section 14-41 Table 4-2 Footnote [1]

- [1] Required when abutting a residential district within the City of De Pere. Also required when a BP or I District is within 150 feet of a residential district within the City of De Pere when a public trail or a public storm water facility is positioned between the subject parcel and the abutting residential district.

Section 14-53(3)(c)

(c) Lot and Building Regulations

1. ~~Transitional Areas~~ Lot and Building Regulations

The size, location, and design of all buildings, structures, activity areas and other site improvements located within 150 feet of the boundary of any abutting R zoning district, are subject to the abutting R district's lot and building regulations governed by the approved conditional use or master plan, except that no minimum lot area or lot width requirements apply in the PI-2 district. If the approved master plan does not identify a required regulation, then the zoning administrator is authorized to establish the regulation on the basis of (1) a similar use determination; (2) data provided by the applicant; (3) other information available to the zoning administrator.

2. ~~Interior Site Areas~~

Areas of an PI-2-zoned site located more than 150 feet from the boundary of an abutting R zoning district are governed by the regulations approved at the time of conditional use or institutional master plan approval, whichever is applicable. Institutional master plans and conditional use applications must include the applicant's detailed description of the regulations proposed to be used.

Section 14-70 Table 7-1 (Community Garden)**TABLE 7-1 — PRINCIPAL USE TABLE**

USE CATEGORY	Districts																Definition & Regulations	
Use Subcategory	Residential				Mixed-Use					Commercial & Employment				Special [1]				
Specific Use Type	R1	R2	RM-1	RM-2	MX1	MX2	MX3	GX1	GX2	O	C	BP-1	BP-2	I	AG	PI-1		PI-2
Sexually Oriented Business	-	-	-	-	-	-	-	-	-	-	-	-	-	Ⓒ	-	-	-	14-73(14)
Sports & Recreation, Participant																		
Indoor	-	-	-	-	●	●	●	-	-	-	●	Ⓒ	Ⓒ	Ⓒ	-	-	-	14-73(15)
Outdoor	-	-	-	-	-	-	●	-	-	-	●	Ⓒ	Ⓒ	Ⓒ	-	-	-	14-73(15)
Vehicle Sales and Service																		
Fueling Station	-	-	-	-	-	-	●	-	-	-	●	●	●	-	-	-	-	14-73(16)
Vehicle Sales	-	-	-	-	●	●	-	-	-	-	●	-	-	-	-	-	-	14-73(16)
Vehicle Rental	-	-	-	-	●	-	-	-	-	-	●	-	-	-	-	-	-	14-73(16)
Vehicle Maintenance & Repair, Minor	-	-	-	-	-	●	●	-	-	-	●	●	●	●	-	-	-	14-73(16)
Vehicle Maintenance & Repair, Major	-	-	-	-	-	-	-	-	-	-	●	-	●	●	-	-	-	14-73(16)
INDUSTRIAL																		
Fabrication and Production																		
Artisan	-	-	-	-	●	●	●	-	-	-	●	●	●	●	●	-	-	14-74(1)
Low-Impact	-	-	-	-	-	-	●	-	-	-	●	●	●	●	-	-	-	14-74(1)
Moderate-Impact	-	-	-	-	-	-	-	-	-	-	-	Ⓒ	●	●	-	-	-	14-74(1)
High-Impact	-	-	-	-	-	-	-	-	-	-	-	-	Ⓒ	●	-	-	-	14-74(1)
Industrial Service	-	-	-	-	-	-	-	-	-	-	-	-	●	●	-	-	-	14-74(2)
Storage, Distribution and Wholesaling																		
Trucking & Transportation Terminal	-	-	-	-	-	-	-	-	-	-	-	-	●	●	-	-	-	14-74(3)
Warehouse	-	-	-	-	-	-	-	-	-	-	●	●	●	●	-	-	-	14-74(3)
Warehouse, Mini (Self-Storage)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Wholesale Sales and Distribution	-	-	-	-	-	-	-	-	-	-	●	●	●	●	-	-	-	14-74(3)
Junk or Salvage Yard	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14-74(4)
RECYCLING																		
Composting, Yard Waste	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	●	-	
Construction/Demolition Debris	-	-	-	-	-	-	-	-	-	-	-	-	-	●	-	-	-	14-75(2)
Consumer Material Drop-off	-	-	-	-	-	-	-	-	-	-	-	-	●	●	-	-	-	14-75(3)
Consumer Material Processing	-	-	-	-	-	-	-	-	-	-	-	-	●	●	-	-	-	14-75(4)
AGRICULTURAL																		
Community Garden	●	●	●	●	●	●	●	●	●	-	-	-	-	-	●	●	●	14-76(1)
Animal Agriculture	-	-	-	-	-	-	-	-	-	-	-	-	-	-	●	-	-	14-76(2)
Crop Agriculture	-	-	-	-	-	-	-	-	-	●	●	●	●	●	●	-	-	14-76(3)
ACCESSORY																		
Backyard Cottage	●	●	●	●	-	-	-	-	-	-	-	-	-	-	-	-	-	14-27

KEY: ●=permitted by right | ●=permitted only above ground-floor | Ⓢ=conditional use | -=prohibited

[1] Uses allowed in CON (Conservancy) district are listed in [14-52](#)

Section 14-73(4)(d)**(d) Other Service**

Uses that provide janitorial, carpet cleaning, extermination, plumbing, electrical, window cleaning, ~~contractor warehouses~~, and similar maintenance services.

1. When new multi-units are constructed, or when a use changes to Other Service, each unit must have its own fully constructed restroom and office prior to the issuance of new occupancy permits. A stubbed-out restroom is not considered fully constructed.

Section 14-73(9)(d)**(e) Short Term Rental**

A residential dwelling that is offered for rent for a fee for fewer than 29 consecutive days. Short-term rentals in R1 and R2 districts may not ~~offer more than one rental stay in 7 consecutive days~~ or ~~fewer than 7 consecutive days~~. In all other districts, the minimum rental period is one day.

Section 14-75(4)**(4) Consumer Material Processing**

Establishments that receive and process consumer recyclable commodities for subsequent use in the secondary market. ~~The processing of commodities occurs inside a building only, not outside.~~

Section 14-81 Table 8-1 (Landscaping Materials and Supplies)

TABLE 8-1 — PARKING RATIOS	
USE CATEGORY	Minimum Number of Motor Vehicle Parking Spaces Required (see 14-84 for more information on bicycle parking)
Use Subcategory	
Specific Use Type	
Bed & Breakfast	2 + 1 per guest room
Short-term Rental	As required for type of residential dwelling unit
Hotel/Motel	1 per guest room + plus spaces required for any restaurant or conference space
Medical Service	1 per employee + 1 per 400 sf
Office	1 per 400 sf
Parking, Non-accessory	No minimum
Retail Sales	
Convenience Goods	1 per 400 sf
Consumer Shopping Goods	1 per 400 sf
Building Materials & Supplies	1 per 800 sf
Sexually Oriented Business	1 per employee + 1 per 200 sf
Sports & Recreation, Participant	1 per 2 employees + 1 per 400 sf
Vehicle Sales and Service	
Fueling Station	1 per 2 employees + 1 per 400 sf
Vehicle Sales	1 per employee + 1 per 600 sf of indoor sales, rental/customer service area
Vehicle Rental	
Vehicle Maintenance & Repair, Minor	1 per 2 employees + 2 per service bay (see also 14-88)
Vehicle Maintenance & Repair, Major	
INDUSTRIAL	
Fabrication and Production	1 per 1.5 employees
Industrial Service	1 per 1.5 employees
Storage, Distribution and Wholesaling	1 per 1.5 employees
Junk or Salvage Yard	1 per 1.5 employees
RECYCLING	
Composting, Yard	No minimum
Construction/Demolition Debris	1 per 1.5 employees
Consumer Material Drop-off	1 per 1.5 employees
Consumer Material Processing	1 per 1.5 employees
Landscape Materials and Supplies	Per 14-82(6)
AGRICULTURAL	
Crop Agriculture	No minimum
Animal Agriculture	No minimum
Community Garden	No minimum
OTHER	
Drive-in/Drive-through Service	As required for principal use + stacking spaces per 14-88
*DU = dwelling unit sf = square feet	

Section 14-85(2)(b)

- (b) **Location.** Off-site parking areas must be located within 500 feet of the use served by such parking, measured between the nearest ~~public entrance door~~ ~~parcel~~ of the use to be served and the outer perimeter of the furthest parking space within the off-site parking lot. Off-site parking lots are allowed only in zoning districts that permit non-accessory parking or that allow the principal use to be served by the off-site parking spaces.

Section 14-14-91(2)(a)**(a) Simplicity of Surface Materials**

At least 60% of each building, not including window and door areas, must be faced of a single major material. See Figure 9-1. ~~However, recessed front facing building facades that are setback more than 200 feet from the front facing building facade are not required to use major materials.~~

NEW Section 14-14-91(6)**(6) Metal Façade Materials**

- (a) **Concealed and Exposed Fasteners.** All metal facade materials, major and minor, must use concealed fasteners. However, metal minor facade materials and accessory buildings may use exposed fasteners if the following conditions are met:
1. In the BP District and the I district on the rear façade.
 2. In the I District on side facades with 35% ground level brick, masonry, or stone.
 3. On any facade of an accessory building that is defined in 14-91(5).
- (b) **Smooth metal panels.** Smooth metal panels may be used as an architectural element or feature. Metal panels on full walls must be textured to have the appearance of masonry.

Section 14-91 Table 9-1 (Metal)**TABLE 9-1 — ALLOWED MAJOR FACADE MATERIALS**

MAJOR FACADE MATERIAL (alphabetical)	DISTRICTS				
	X, P	RM	O	C	BP, I
A Brick full dimensional, unit, face brick	●	●	●	●	●
Brick economy size; or thin, veneer	-	-	●	●	●
B C Concrete Masonry Units architectural, minimum 3" depth, "artisan stone" look, varied sizes, (Eschelon Masonry or approved equal), "stone" face, "hewn stone", rock cut	●	●	●	●	●
Concrete Masonry Units minimum 3" depth, split-faced, burnished/ground face, glazed, or honed, painted/tinted/textured tilt- up concrete	-	-	●	●	●
D Fiber Cement Board finished lap siding or shingles	● Commercial Manor & Row Building only	●	-	-	-
E Glass curtain wall system	● except Commercial Manor & Row Building	●	●	●	●
metal architectural Metal panel system with 35% ground level brick, approved concrete masonry units, or stone	●	-	-	-	●
Stone natural veneer	●	●	●	●	●
F Wood painted, stained, or treated lap siding, shingles	● Commercial Manor & Row Building only	●	-	-	-

KEY: ● = allowed

Section 14-91 Table 9-1 (Metal, Metal Siding, Metal Corten)

TABLE 9-2 — MINOR FACADE MATERIALS

All allowed major facade materials may be used for minor facade materials, unless otherwise listed as prohibited in Table 9-4.

	MINOR FACADE MATERIAL (alphabetical)	Allowed on Buildings in these Districts	Allowed Facades	Maximum Amount on each Facade
	Brick, Economy economy size; or thin, veneer	All	Non-street facades only	100%
	Concrete Surfaces textured unfinished	BP, I districts only	All	30%
	Concrete Surfaces finished stained, painted, treated	All	O, C, BP, I districts: all facades All other districts: below first floor only	30%
	Concrete Masonry Units minimum 3" depth, split-faced, burnished/ ground face, glazed, or honed,	All except Commercial Manor	Non-street facades only; In & I dis- tricts, all facades	100%
G	Fiber Cement Board, Composite finished panels	All	All, except a major material is required at grade up to 2 feet and adjacent to entrances	30%
	Glass curtain wall system	All except Commercial Manor	All	30%
	Glass Block	All except Commercial Manor	Non-street facades only	20%
H	Metal architectural panel system	MX1, GX1, BP, I only	All, except a major material is required at grade up to 2 feet and adjacent to entrances	30%
	Metal, Composite aluminum composite materials (ACM) or panels (ACP)	MX1, GX1, O, BP, I, P only	Non-street facades only	30%
	Metal Siding coated siding with concealed fasteners	BP, I only	Rear facades only	100%
I	Metal, Corten panels or panel systems, not ribbed or corrugated	MX1, GX1, O, BP, I, P only	All	30%
J	Stucco cement-based, 2- 3 layer hard coat	All	Only 3rd or higher stories all facades	30%
	Stucco synthetic or with elastomeric finishes	All	Only 3rd or higher stories all facades	30%
	Terra Cotta or Ceramic tiles or panels	All	All	20%
K	Translucent Panel System double-wall, polycarbonate panels	All except Commercial Manor	All	20%
	Vinyl Siding minimum 0.42 inches thick	Allowed only on Row Building	All	30% of street facade, 100% on other facades
L	Wood natural, aged lap siding, shingles, rain- screen system	All	All	30%
M	Wood, Composite rainscreen system	All	All	30%

Section 14-111 Table 11-4 (Canopy, Marquee, Menu Board)

TABLE 11-4 — SIGN REGULATIONS: MIXED-USE DISTRICTS									
Sign Type	Zoning District	Max. Number Per Street Frontage	Maximum Height (ft.)	Maximum Area (sq. ft.)	Minimum Clearance	Minimum Setback (ft.)	Allowed Illumination		
Art	MX1, MX2, GX1	1	8	40	NA	5	External, backlit, internal		
	MX3, GX2		10	70					
Awning	MX1, MX2, GX1	1 per tenant	20, but not higher than bottom of 2nd floor window	1 per linear foot of frontage, not to exceed 30	7	NA	External, backlit		
	MX3, GX2			1 per linear foot of frontage, not to exceed 60					
Business Center	MX1, MX2, GX1	1	6	80	NA	5	External, backlit		
	GX2			160			External, backlit, EMS		
	MX3								
Canopy	MX1, MX2, GX1	1 per tenant	20, but not higher than bottom of 2nd floor window	1 per linear foot of frontage, not to exceed 30	7	7 NA	External, backlit		
	MX3, GX2			1 per linear foot of frontage, not to exceed 60					
Electronic Message	MX3, GX2	Allowed only as part of a Business Center, Marquee, or Monument sign face. Regulations of subject sign type govern number, height, dimensions, setbacks etc.,					EMS		
Marquee	MX1, MX2, GX1	1 per tenant	20, but not higher than bottom of 2nd floor window	1 per linear foot of frontage, not to exceed 30	7	7 NA	External, backlit, EMS		
	MX3, GX2			1 per linear foot of frontage, not to exceed 60					
Menu Board (drive through)	MX2, MX1, GX1, GX2	1 per drive through lane + 1 menu preview board per menu board		8	40 menu board, 15 menu preview board		NA	10	External, backlit, digital/monitor
Monument	MX1, MX2, GX1	1	6	30	NA	5	External, backlit, EMS		
	MX3, GX2	1		50					
Pole	MX3, GX2	1	15	50	10	10	External, backlit		
Projecting	MX1, MX2, MX3, GX1, GX2	1 per first floor tenant with street frontage. Upper floors may share 1 sign per building.	20, but not higher than bottom of 2nd floor window	8	7	NA	External, backlit		
Sandwich Board	MX1, MX2, MX3, GX1, GX2	1	4 (2 foot max. width)	8	NA	0 (see 14-113(10))	None		
Wall	MX1, MX2, GX1	1 per tenant on first floor with street frontage	20; higher by plan commission approval	25 (each sign) or 1 per linear foot of frontage (each sign), not to exceed 50	NA	NA	External, backlit, internal if lettering only		
	MX3, GX2		Below parapet, 20 if no parapet exists	25 (each sign) or 1.5 per linear foot of frontage (each sign), not to exceed 75			External, backlit, internal		
Window	MX1, MX2, MX3, GX1, GX2	1 per street fronting window (2 window signs maximum)	NA	30% of 1st floor street fronting window area	NA	Inside window only	None		
Interior (visible from ROW)	MX1, MX2, MX3, GX1, GX2	1 per street fronting window (2 interior signs maximum)	NA	30% of 1st floor street fronting window area	NA	5 (from interior of window)	NA		

Section 14-111 Table 11-5 (Menu Board)

TABLE 11-5 — SIGN REGULATIONS: OFFICE AND COMMERCIAL DISTRICTS							
Sign Type	Zoning District	Max. Number Per Street Frontage	Maximum Height (ft.)	Maximum Area (sq. ft.)	Minimum Clearance	Minimum Setback (ft.)	Allowed Illumination
Art	O, C	1	10	100	NA	5	External, backlit, internal
Awning	O, C	1 per tenant	20, but not higher than bottom of 2nd floor window	2 per linear foot of frontage, not to exceed 200	7	NA	External, backlit, internal
Business Center	O, C	1 total per property	20	200	None or 7	5	External, backlit, EMS
Canopy	O, C	1 per tenant	20, but not higher than bottom of 2nd floor window	2 per linear foot of frontage, not to exceed 200	7	NA	External, backlit, internal
Electronic Message	O, C	Allowed only as part of a Business Center, Marquee, or Monument sign face. Regulations of subject sign type govern number, height, dimensions, setbacks etc.,					EMS
Marquee	O, C	1 per tenant	20, but not higher than bottom of 2nd floor window	2 per linear foot of frontage, not to exceed 200	7	NA	External, backlit, internal, EMS
Menu Board (drive through)	C	1 per drive through lane + 1 menu preview board per menu board	8	40 menu board, 15 menu preview board	NA	10	External, backlit, digital/monitor
Monument	O, C	1	8	75	NA	5	External, backlit, internal, EMS
Pole	C	1 total per property	20	100	10	10	External, backlit, internal
Wall	O, C	1 per tenant on first floor with street frontage	Below parapet, 20 if no parapet exists	2 per linear foot of frontage, not to exceed 150, or 250 if 200 ft. from ROW, or 350 if 500 ft from ROW, or 450 if 750 ft from ROW [1]	NA	NA	External, backlit, internal
Window	O, C	1 per street fronting window (2 window signs maximum)	NA	30% of 1st floor street fronting window area	NA	Inside window only	None
Interior (visible from ROW)	O, C	1 per street fronting window (2 interior signs maximum)	NA	30% of first floor street fronting window area	NA	5 (from interior of window)	NA

[1] Distance measured from wall sign to the nearest street fronted travel lane or highway fronted travel lane.

Section 14-113(2)(k)

(k) Lettering or logos must be painted or otherwise permanently affixed ~~in letters not exceeding 20 inches in height~~ on the front and side portions of an awning or canopy.

Section 14-125(5)**(5) Minor Design Exceptions**

During the site plan review process, the zoning administrator is authorized to approve the following as minor design exceptions to the regulations of Article II, Article III, **Article IV, Article V**, Article VIII, or Article IX, based on consideration of the general intent statement of **14-125(2)**:

Section 14-125(5)(i)

- (i) Other Defined Minor Exceptions. Modify Building type regulations and design regulations of Article II, Article III, **Article IV, Article V**, Article VIII, or Article IX that are expressly identified as eligible minor design exceptions within the text of this zoning ordinance.

Section 14-125(6)(a)

- (a) The plan commission is authorized to approve requests for relief from strict compliance with the regulations of Article II, Article III, **Article IV, Article V**, Article VIII, or Article IX that are not expressly authorized for processing as minor design exceptions and to hear and decide appeals of the zoning administrator's decision on any minor design exception.

Section 14-163(19)

Sign, Menu Preview Board. A sign that is located on the site of an allowed drive-through use that is usually smaller than a menu board.

-end-



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: March 25, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

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

ATTACHMENTS:

- Site Plan Reviews Memo - March 2024 (DOCX)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: March 25, 2024

RE: **Discussion about site plans received since the February 2024 Plan Commission meeting and review of the status of recently approved development projects.**

Summary:

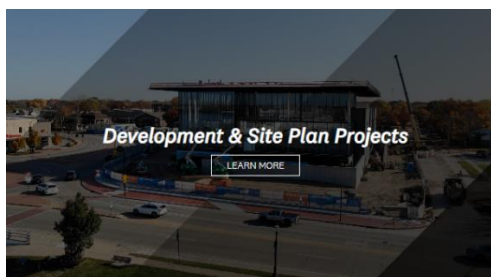
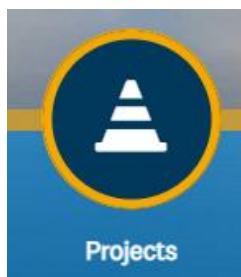
The City of De Pere approved a new Zoning Ordinance that became effective on January 1, 2023. The new Zoning Ordinance speeds up the site plan review process by allowing staff to approve site plan proposals that comply with the Zoning Ordinance and site plan proposals.

Attached is a list of site plans that are either awaiting developer revisions, under staff review, recently approved, recently completed, or denied. Updated information is also available on the City website.

Development and Site Plan Projects are Available Online

Updated development and site plan project information is available to Plan Commission and the public at any time by accessing the City website, clicking on 'Projects', and clicking on 'Development & Site Plan Projects'.

- City Website Link: <https://www.deperewi.gov/>



There are two alternatives to access the development and site plan project information online: The first alternative is navigating to the Planning & Zoning page. The second alternative is direct access using the following link: <https://www.deperewi.gov/topic/index.php?topicid=574&structureid=124>.

Development and Site Plan Information Available

The development and site plan projects page includes an interactive project map, a list of projects, and tables for project status with a link to the actual site plans and project contacts.

Staff Recommendation

Review the attached list. Ask staff questions, if any, about specific site plan projects.

Page last updated on March 19, 2024.

Development & Site Plan Projects

This page includes a linked Project Map with the locations of recent development and site plan projects in the City of De Pere that are either being revised by the developer (D), under staff review (R), recently approved (A), recently completed (green X), or recently denied (red X). For additional information about a specific project, access to developer contact information, and site plans, click on the project in the List of Projects.

Project Map



List of Projects

Developer Revising Plans:

- 2005 Venture AV - New Massman Corporate INC
- 411 Destiny DR - Destiny Church Addition
- 746 Main AV - Kwik Trip Parking Lot Addition

Projects that are Under Staff Review:

- 600 Heritage RD - Belmark Plant 1 Addition
- 290 Reid ST - New St. Norbert College School of Business
- 100 Grant ST - St. Norbert College Master Plan - Without Site Plan

Projects that are Recently Approved:

- 1205 Lawrence DR - New Tsunami Carwash
- 803 Main AV - New Caribou Coffee
- 925 Sixth ST - MSC Master Plan - Including Fuel Tank Renovation
- 820 Main AV - New North Shore Bank
- 2257 American BL - Bayside Machine Building Addition
- 1775 E Matthew DR - Schreiber Foods Concrete Pad
- 2211 American BL - Nicolet Real Estate Addition
- 1862 Commerce DR - New Belmark Plant 8
- 2121 American BL - Fytertech Screening Addition
- 1768 W Matthew DR - New Wolter INC
- 1100 Employers BL - Preserve Development Refuse Enclosure Addition
- 421 Lawrence DR - Creekside Christian Montessori Fence Addition
- 100 William ST - New Nelson Pavilion at Voyageur Park
- 1600 N Honeysuckle CI - New Preserve Development Clubhouse
- 2222 American BL - Washworld Building Addition
- 1610 Lawrence DR - New Taco Bell
- 1751 W Matthew DR - Sustana Fibers Flash Dryer System Addition
- 1891 Commerce DR - Bedford Paper Addition
- 701 Millennium CT - Storage Shop USA Phase 2 & 3 Addition
- 410-416 Willie Mays CI - New Waterview Heights Apartments

Projects that are Recently Completed:

- 1998 Venture AV - Amerilux Overhead Door Addition

Projects that are Recently Denied:

- None

Additional Project Status Information

■ New Massman Corporate INC

Address: 2005 Venture AV

Parcel Number: WD-D0076

City Funding: TID 11

Developer or Authorized Representative: John Davel, Davel Engineering & Environmental INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Master Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Belmark Plant 1 Addition

Address: 600 Heritage RD

Parcel Number: ED-F0096, ED-F0095, ED-D29-1

City Funding: TID 10

Developer or Authorized Representative: Carolyn Adler, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Master Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ New St. Norbert College School of Business

Address: 290 Reid ST

Parcel Number: WD-905, WD-934

City Funding: No

Developer or Authorized Representative: Chris Dahlke, Director of Facilities Management, Saint Norbert College

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Master Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **St. Norbert College Master Plan - Without Site Plan**

Address: 100 Grant ST

Parcel Number: WD-688, WD-954, WD-171, WD-40, WD-691, WD-952, WD-936, WD-692, WD-727, WD-728, WD-697-1, WD-689, WD-721, WD-942, WD-950, WD-22, WD-38, WD-696, WD-697, WD-34, WD-945-1, WD-953, WD-686, WD-687, WD-941, WD-27, WD-685, WD-695, WD-23, WD-905, WD-7, WD-949-1, WD-694, WD-36, WD-690, WD-951, WD-945, WD-698, WD-8, WD-13, WD-949, WD-693, WD-934, WD-732

City Funding: No

Developer or Authorized Representative: Chris Dahlke, Director of Facilities Management, Saint Norbert College

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Feb 26, 2024 (C)	Master Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Caribou Coffee**

Address: 803 Main AV

Parcel Number: WD-84-3, WD-84

City Funding: No

Developer or Authorized Representative: Brandon Robaidek, Robert E. Lee and Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - March 7, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Destiny Church Addition**

Address: 1205 Lawrence DR

Parcel Number: ED-F0081-1

City Funding: No

Developer or Authorized Representative: Mathew Litchfield, Mach IV Engineering & Surveying LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Schreiber Foods Concrete Pad**

Address: 1775 E Matthew DR

Parcel Number: WD-364-D-506-1

City Funding: No

Developer or Authorized Representative: Curt Nushart, Immel Construction

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jan 18, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Tsunami Carwash**

Address: 1205 Lawrence DR

Parcel Number: WD-D0013

City Funding: No

Developer or Authorized Representative: Johnny Simpson, Rowlock LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Mar 7, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Fytertech Screening Addition**

Address: 2121 American BL

Parcel Number: WD-1040

City Funding: No

Developer or Authorized Representative: Tom Bartman, Maintenance Manager, Fytertech Nonwovens

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Nov 9, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ Amerilux Overhead Door Addition

Address: 1998 Venture AV

Parcel Number: WD-364-D-505

City Funding: No

Developer or Authorized Representative: Steve Engelbert, Facility Maintenance Manager, Amerilux International

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Nov 27, 2023 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Feb 22, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)

■ Nicolet Real Estate Addition

Address: 2211 American BL

Parcel Number: WD-1375

City Funding: No

Developer or Authorized Representative: Colin Meisel, Project Manager, Ruekert & Mielke INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review (C)	Site Plan Approved - 06 Dec 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ New Belmark Plant 8

Address: 1862 Commerce DR

Parcel Number: ED-344-101-5

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Ron Wolf, Project Engineer, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review (C)	Site Plan Approved - Nov 15, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *Preserve Development Refuse Enclosure Addition*

Address: 1100 Employers BL

Parcel Number: WD-D0031

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Bill Kingston, Developer, Preserve Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Oct 17, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *Creekside Christian Montessori Fence Addition*

Address: 421 Lawrence DR

Parcel Number: WD-0209, WD-0209-1

City Funding: No

Developer or Authorized Representative: Thomas Barrett, Vice President

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 27, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *MSC Master Plan - Including Fuel Tank Renovation*

Address: 925 S Sixth ST

Parcel Number: WD-142

City Funding: City Project

Developer or Authorized Representative: Scott Thoresen, Director of Public Works

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - 22 Jan 2023 (C)	Master Plan & Site Plan Approved - Mar 05, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Wolter INC**

Address: 1768 W Matthew DR

Parcel Number: WD-364-D-505-8

City Funding: No

Developer or Authorized Representative: David Gehrt, Vice President, One Source Construction Corporation

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Oct 24, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New North Shore Bank**

Address: 820 Main AV

Parcel Number: WD-534, WD-535, WD-536, WD-533-1

City Funding: No

Developer or Authorized Representative: Michael Leidig, EIT, Robert E Lee and Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jan 24, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Kwik Trip Parking Lot Addition**

Address: 746 Main AV

Parcel Number: WD-445, WD-451

City Funding: No

Developer or Authorized Representative: Nick Newman, Store Engineering, Kwik Trip INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Preserve Development Clubhouse**

Address: 1600 N Honeysuckle Cl

Parcel Number: WD-D0034-1

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Bill Kingston, Developer, Preserve Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 11, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Bedford Paper Addition**

Address: 1891 Commerce DR

Parcel Number: ED-344-102-4

City Funding: No

Developer or Authorized Representative: Lee St Aubin, Architect, Baisch Engineering

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 12, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Nelson Pavilion at Voyageur Park**

Address: 100 William ST

Parcel Number: ED-728

City Funding: City Project

Developer or Authorized Representative: Kevin Chevalier, Project Manager, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 1, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *Washworld Building Addition*

Address: 2222 American BL

Parcel Number: WD-1136-1

City Funding: No

Developer or Authorized Representative: Bob Mach, PE, Mach IV Engineering & Surveying LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 9, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *Sustana Fibers Flash Dryer System Addition*

Address: 1751 W Matthew DR

Parcel Number: WD-364-D-526

City Funding: No

Developer or Authorized Representative: Eric Simenson, President, Precision Industrial Contractors

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 27, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ *New Taco Bell*

Address: 1610 Lawrence DR

Parcel Number: WD-D0015-2-1

City Funding: No

Developer or Authorized Representative: Alfred Teleron, Project Architect, MRV Architects INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Aug 22, 2022 (C)	Site Plan Approved - Jun 29, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Storage Shop USA Phase 2 & 3 Addition**

Address: 701 Millennium CT

Parcel Number: ED-3090

City Funding: No

Developer or Authorized Representative: Dave Anderson, Owner, Town and Country Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Oct 4, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **Bayside Machine Building Addition**

Address: 2257 American BL

Parcel Number: WD-1371

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Aaron Breitenfeldt, Project Manager, Robert E Lee & Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved - Jan 23, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

■ **New Waterview Heights Apartments**

Address: 410-416 Willie Mays Cl

Parcel Number: WD-2197

City Funding: No

Developer or Authorized Representative: Brad Trembl, Engineering Tech II, Robert E Lee & Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved May 10, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

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