



# Plan Commission

## Regular Meeting

### Final Minutes

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

Monday, March 22, 2021

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 |         |
| Derek Beiderwieden | Commissioner | Present |         |
| Brenda Busch       | Commissioner | Present |         |
| Dan Carpenter      | Aldersperson | Present |         |
| Mark Higgins       | Commissioner | Present |         |
| Dean Raasch        | Aldersperson | Present |         |
| Grant Schilling    | Commissioner | Present |         |

Also in attendance: Development Services Director Daniel Lindstrom, City Planner Peter Schleinz, and members of the public.

2. Approval of the minutes of the February 22, 2021 Plan Commission meeting.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | Dan Carpenter, Aldersperson                                      |
| <b>SECONDER:</b> | Dean Raasch, Aldersperson                                        |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

3. Public comments upon matters not on the agenda.

No comments were made.

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>DISCUSSED</b> |
|----------------|------------------|

4. Consideration and possible action on a request for a proposed 2 unit condominium called 1040-1042 S Seventh ST Condominium at 1040-1042 S Seventh ST (Parcel WD-124-1).\*

City Planner Peter Schleinz reviewed the proposed 2 unit condominium at 1040-1042 S Seventh Street. The property is being divided down the middle of the lot. Staff recommended approval of the plat, subject to the conditions outlined in the report. Derek Beiderwieden moved, seconded by Mayor Boyd, to approve the condominium plat and forward it to the Common Council for final approval. Upon vote, motion carried unanimously. The Common Council is expected to review the plat on April 7, 2021.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | Derek Beiderwieden, Commissioner                                 |
| <b>SECONDER:</b> | James Boyd, Mayor                                                |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

5. Consideration and possible action on a request to rezone from R-3 (Multiple Family Residence District) to R-4 (General Residence Office District) at 525 N Tenth ST (Parcel WD-703-X-3).\*

City Planner Peter Schleinz reviewed the rezoning request for 525 N Tenth Street. It is being rezoned from R-3 to R-4 to convert an existing 68 unit assisted living facility into a 55 unit senior apartment building. Staff recommended approval, subject to the conditions

in the report. Mayor Boyd moved, seconded by Ald. Raasch, to approve the rezoning request. Upon vote, motion carried unanimously. A public hearing is proposed to be held at the April 20, 2021 Common Council meeting.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | James Boyd, Mayor                                                |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                                         |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

6. Consideration and possible action on a request for a site plan to add 48,461 SF that will connect two buildings together at 1415 Fortune AV and 2020 American BL (Parcels WD-D0040-1, WD-1044).

City Planner Peter Schleinz reviewed the site plan for a 48,461 square foot addition at the Campbell Wrapper building at 1415 Fortune Avenue. The addition will connect two existing buildings into one building. Peter reported that the parcels need to be combined as part of this project. Because there is no drive access on the west side of the addition, the Fire Department required an addition of a fire lane access easement, which is to be located on the adjacent property to the west. He added that the proposed addition that connects the two existing buildings has a split face CMU at the lower portion of the east, west, and south elevations. The upper portion of the east and west facades is an architectural panel with a masonry texture. The use of the metal material requires Plan Commission approval on a case-by-case basis. The existing building at the north end has a facade that is grey E.I.F.S. with a colored stripe on three sides. The south facade was approved in 1995 to have a non-conforming metal with a masonry base and a colored stripe. However, the stripe was never added. Peter explained, that in order to bring the building into conformance, the stripe must be added. However, the petitioner is requesting to add a series of windows to help the existing building match the new addition, instead of adding the stripe. Staff recommended approval of the site plan, subject to the conditions in the report, as well as approving the windows and the use of the architectural panel with masonry texture. Ald. Raasch moved, seconded by Mark Higgins, to approve the site plan with staff recommendations. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | Dean Raasch, Alderperson                                         |
| <b>SECONDER:</b> | Mark Higgins, Commissioner                                       |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

7. Consideration and possible action on a request for a site plan to add 363,493 SF (8.34 acres) at the south end of an existing building at 2275 American BL (Parcels WD-L492-B-2, WD-L492-B-3, WD-L492-1, WD-L492-4, WD-L492-2).

City Planner Peter Schleinz reviewed the site plan for a building addition at 2275 American Boulevard for Green Bay Packaging. Building materials are mostly masonry and are approvable by Plan Commission with one exception. A smooth metal panel is proposed to be used as an architectural feature of the building, which needs approval by the Plan Commission. Staff recommended approval of the site plan, subject to the conditions in the report, along with the use of metal wall panels on the front and side facade, as an architectural feature, in the southwest corner of the building. Mayor Boyd moved, seconded by Derek Beiderwieden, to approve the site plan with staff recommendations. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | James Boyd, Mayor                                                |
| <b>SECONDER:</b> | Derek Beiderwieden, Commissioner                                 |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

8. Consideration and possible action on a request for a right-of-way vacation/discontinuance at the 2000 BLK of Profit PL (Adjacent to Parcels ED-2381, ED-2382, ED-F0083).\*

City Planner Peter Schleinzi reviewed the right-of-way vacation/discontinuance at the 2000 block of Profit Place. It will be vacated and converted to a cul-de-sac. Staff recommended approval of the discontinuance, subject to the conditions in the report. Derek Beiderwieden moved, seconded by Ald. Raasch, to approve the right-of-way vacation. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | Derek Beiderwieden, Commissioner                                 |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                                         |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

9. Consideration and possible action on a request for a right-of-way vacation/discontinuance at the 1800 BLK of Commerce DR (Adjacent to Parcels ED-D69-2, ED-344-102-6).\*

City Planner Peter Schleinzi reviewed the right-of-way vacation/discontinuance at the 1800 block of Commerce Drive. Staff recommended approval, subject to the conditions in the report. Ald. Raasch moved, seconded by Ald. Carpenter, to approve the right-of-way vacation. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | Dean Raasch, Alderperson                                         |
| <b>SECONDER:</b> | Dan Carpenter, Alderperson                                       |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

10. Consideration and possible action on a request for a proposed 7 lot and 1 outlot preliminary and final plat of East Side Industrial Park Fourth Addition at 600 BLK Rockland RD (Parcels ED-F0080, ED-D69-2, ED-344-102-6, ED-2381, ED-2382, ED-F0083, ED-F0082, ED-F0085, ED-D43-1).\*

City Planner Peter Schleinzi reviewed the preliminary and final plat of the East Side Industrial Park Fourth Addition at the 600 block of Rockland Road. They are all City-owned lots in the east side business park. Staff recommended approval of the preliminary and final plat, subject to the conditions in the report. Peter clarified that this is the only time the Plan Commission will review this plat before the Common Council reviews it on April 7, 2021. Mayor Boyd moved, seconded by Ald. Raasch, to approve the plat. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | James Boyd, Mayor                                                |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                                         |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

11. Consideration and possible action on a request for a site plan to build a new 352,897 SF (8.1 acres) building at 2020 Commercial DR (Parcels ED-D43-1, ED-F0083, part of ED-F0082).

City Planner Peter Schleinz reviewed the site plan for a new building at 2020 Commerce Drive. Staff recommended approval of the site plan, along with the use of textured metal material on the rear and side of the building. The Plan Commission has to review the use of metal on the front of the building as an architectural feature. Mayor Boyd moved, seconded by Ald. Raasch, to approve the site plan, including the use of textured metal material on the rear and non-street facing side (north) and on the front of the building, as an architectural feature. Upon vote, motion carried unanimously.

|                  |                                                                  |
|------------------|------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                                       |
| <b>MOVER:</b>    | James Boyd, Mayor                                                |
| <b>SECONDER:</b> | Dean Raasch, Alderperson                                         |
| <b>AYES:</b>     | Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling |

#### Adjournment

Mayor Boyd moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:44 PM. Upon vote, motion carried unanimously.

Respectfully submitted,  
Kelly Barker