Plan Commission

Regular Meeting

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

Final Minutes

Monday, February 27, 2017 | 7:00 PM | De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
James Boyd	Alderperson	Present	
Larry Lueck	Alderperson	Excused	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Excused	
Amy Kundinger	Commissioner	Present	
Steve Taylor	Commissioner	Excused	

Also present: Planning Director Kim Flom, City Planner Peter Schleinz, Building Inspector Dave Hongisto, and members of the public.

2. Approval of the minutes of the January 23, 2017 Plan Commission meeting.

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

3. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 5201 Big Valley Road in Rockland (Parcel R-326-3). Submitted by Aaron P. Schroeder, PLS.*

City Planner Peter Schleinz reviewed the CSM request for 5201 Big Valley Road in Rockland. Staff recommended approval subject to the condition that the CSM meets all local and state regulations, including the Town of Rockland and Brown County Planning Commission. Derek Beiderwieden moved, seconded by James Boyd, to approve the CSM. Upon vote, motion carried unanimously.

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

4. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 2259 Lasee Road in Rockland (Parcel R-323). Submitted by Aaron P. Schroeder, PLS.*

City Planner Peter Schleinz reviewed the extraterritorial two lot CSM at 2259 Lasee Road in Rockland. The parcel is proposed to be divided into two lots of five acres each. Peter mentioned that the lots are of an irregular shape, but it still meets the minimum criteria. Mayor Walsh added that he has a concern with the odd shapes of the lots. James Boyd agreed with the Mayor's comment and Peter replied that he will forward the concern to the Brown County Planning Commission. Mayor Walsh moved, seconded by Derek Beiderwieden, to approve the CSM. Upon vote, motion carried unanimously.

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

5. Recommendation regarding a Proposed Extraterritorial Two Lot Certified Survey Map at 2545 French Road in Lawrence (Parcel L-456-3). Submitted by Steven C. De Jong, PLS.*

   City Planner Peter Schleinz reviewed the CSM request for 2545 French Road in Lawrence. The parcel is proposed to be divided into two equal halves. Staff recommended approval subject to the condition that the CSM meets all local and state regulations, including the Town of Lawrence and Brown County Planning Commission. Derek Beiderwieden moved, seconded by Amy Kundinger, to approve the CSM. Upon vote, motion carried unanimously.

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

6. Recommendation regarding a Proposed Three Lot Certified Survey Map at the intersection of American Boulevard and Southbridge Drive in De Pere (Parcels WD-L179-1, WD-L179-3, WD-L179-4, WD-L179-5-1, WD-L179). Submitted by the City of De Pere.*

   City Planner Peter Schleinz reviewed the proposed three lot CSM at the intersection of American Boulevard and Southbridge Drive. He explained that all three proposed lots are under the ownership of the City of De Pere and have either been vacant or used for agricultural purposes for over eighty years. In January, Plan Commission reviewed Lot 1 as a potential site for a future fire station, and also reviewed Lot 2 for a conditional use for a recreation building for the Battlehouse. Both were recommended for approval at that meeting. He also reported that the right-of-way dedications have been proposed in anticipation of the future development of the American Boulevard and Southbridge Road intersection into a roundabout with sidewalks. Staff recommended approval of the CSM subject to two conditions. James Boyd asked if the Battlehouse project has gone through all of it's approvals. Planning Director Kim Flom stated that the formal site plan will likely go before the Plan Commission in March and the Developers Agreement will go to Council after that. She stated that they are going through the approval process step by step and are still on time for spring construction. Derek Beiderwieden moved, seconded by Mayor Walsh, to approve the CSM. Upon vote, motion carried unanimously.

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

7. Recommendation regarding a sign variance for the St. Norbert College Mulva Family Fitness and Sports Center at 601 3rd Street in De Pere (Parcel WD-40). Submitted by St. Norbert College.

   Building Inspector Dave Hongisto reviewed the request for a sign variance for St. Norbert College. He stated that the proposed sign would be located at the northeast corner of the intersection of Third and Stewart Streets. The sign would have a setback of seven feet from the property line on Third Street, which would require an eight foot front yard setback variance. Dave stated that he physically inspected the location of the sign and observed that the proposed sign would not create a hazard for either pedestrians or motorists. He recommended approval of the variance. Mayor Walsh asked if there are going to be two signs. Dave replied that there will only be one sign. Mayor Walsh moved, seconded by James Boyd, to approve the variance request. Upon vote, motion carried unanimously.

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

8. Recommendation regarding a Precise Implementation Plan (PIP) and Site Plan for building expansions, a revision to a building setback, and parking accommodations for Rennes Health & Rehab at 200 S. Ninth Street in De pere (Parcels WD-D0204, WD-D0204-2). Submitted by TDR Properties, LLC.*

   City Planner Peter Schleinz reviewed the precise implementation plan (PIP) and site plan for building expansions at Rennes Health. He stated that the PIP was put together in 1982, with building expansions occurring in 2004, 2007, and 2015. He outlined the four key elements of this expansion, which include:
   1. Proposed new twenty-four unit assisted living facility, approximately 21,000 square feet in size.
   2. Two additions to buildings: two-story, five unit assisted living apartment complex (9000 square feet) and an addition to therapy department at nursing facility (4000 square feet). Also adding exterior areas with covered porches.
   3. Parking revision - adding additional parking directly behind the proposed new building which will lead to a reduction in size of the stormwater management pond which creates the western border of the site. (Review has not been completed by the Department of Public Works at this time. However it is assumed that this review will come out satisfactory.)
   4. Building setback revision - currently at 25 ft, but will be reduced to 20 ft along Lois Street.

   Peter stated that the majority of comments came from the Engineering Department and that a lot of the comments will disappear when a clearer pdf copy of the plans is

provided. Staff recommended approval of the site plan subject to staff comments. James Boyd asked if the neighbors have been informed of the expansion. Peter stated that all property owners within 300 ft of the site have been informed. He also noted that there were members of the public in attendance who are concerned about the parking situation. Mayor Walsh moved, seconded by James Boyd, to open the meeting to the public. Upon vote, motion carried unanimously.

Diane Kirchmar, a homeowner who lives on Aloysius Court addressed the commission, stating that she has a concern with traffic on Lois Street. She noted that she does not have an objection to the addition, but is concerned with overflow of on-street parking on Lois Street. She stated that she discussed this problem with some of her neighbors, and found that it is a frustration shared by many in her neighborhood. Mayor Walsh stated that he understands the parking concerns; however, the Plan Commission doesn't deal with the traffic issues but they can pass the concerns on to the traffic and parking committee. Planning Director Kim Flom added that engineering will take a look to gauge the parking situation, and schedule a meeting to discuss this issue in the next few weeks. Mayor Walsh asked if there any requirements for parking within the PIP, and Peter replied that there were parking lot requirements at the origination of the PIP, but those requirements did not change as the development and subsequent additions took place.

Next, Gary Hannah who lives on Lois Street, spoke, stating that he does not have a problem with the development. However, he too, is concerned with parking on Lois Street.

Eric Schaedel, the applicant representing the Rennes Group, addressed the commission. He stated that they plan on increasing the total parking stalls with 17 more parking spots, in the place of the retention pond. Peter stated that if the site plan and PIP are recommended for approval by the Plan Commission, the request will go before Council on March 7th. Hopefully by that time, there will be a response from Engineering as to whether the storm water management pond reduction is fully functional at the reduced size. Mayor Walsh moved, seconded by James Boyd, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by James Boyd, to approve the site plan and PIP. Upon vote, motion carried unanimously.

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

Adjournment

Mayor Walsh moved, seconded by Derek Biederweiden, to adjourn the meeting at 7:45 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker