



Plan Commission

Regular Meeting

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

Final Minutes

Monday, February 24, 2020

7:00 PM

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	Aldersperson	Present	
Derek Beiderwieden	Commissioner	Excused	
Brenda Busch	Commissioner	Present	
Mark Higgins	Commissioner	Excused	
Dean Raasch	Aldersperson	Present	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the January 27, 2020 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	James Boyd, Aldersperson
AYES:	Walsh, Boyd, Busch, Raasch, Schilling
EXCUSED:	Derek Beiderwieden, Mark Higgins

3. Staff recommendation and possible action regarding a Proposed Extraterritorial 1 Outlot Certified Survey Map within the 4300 BLK of Monroe Road in the Town of Ledgeview (No Parcel Number, adjacent to D-445). *

City Planner Peter Schleinz reviewed the 1 Outlot CSM in the Town of Ledgeview. He reported that the intent of the land division was to create an outlot around the existing storm pond which was built a few years ago. Staff recommended approval of the CSM, subject to one condition in the report. Mayor Walsh moved, seconded by Ald. Raasch, to approve the CSM. Upon vote, motion carried unanimously. The Common Council will review this item on March 17, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Walsh, Boyd, Busch, Raasch, Schilling
EXCUSED:	Derek Beiderwieden, Mark Higgins

4. Staff recommendation and possible action regarding a Site Plan request for an addition to an existing office and warehouse building with a parking lot at 2045 Profit Place (Parcel ED-2383).

City Planner Peter Schleinz reviewed the site plan request for a 3000 square foot addition on the back of a warehouse building at 2045 Profit Place, which will also include the addition of a new dumpster. Staff identified that necessary parking criteria has been met. Peter noted that the use of up to 75% metal on the sides of the building is allowable if approved by the Plan Commission. Also, the rear of the addition is proposed to be 100%

metal, with no masonry. Staff identified that the site may look better with additional landscaping, so 4 additional trees will be added to the west side as well as 2 trees to screen the front facade. Staff recommended approval of the site plan, as well as approval of the use of metal on part of both side facades and on the entire rear facade. Mayor Walsh asked for staff to explain why the Plan Commission should allow the metal siding in this case. Peter Schlein explained that the use of metal up to 75% on the sides and 100% on the rear is approvable in the I-1 zoning district. He added that the new addition is replicating the existing building, which makes the appearance more consistent. Ald. Boyd moved, seconded by Brenda Busch, to approve the site plan with the use of metal on both side facades and the rear facade. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Walsh, Boyd, Busch, Raasch, Schilling
EXCUSED:	Derek Beiderwieden, Mark Higgins

5. Staff recommendation and possible action regarding a Conditional Use Permit request for a proposed new public utility and service use (Wisconsin Public Service Natural Gas District Regulator Station) at 806-808 Ash Street (Parcels WD-602, WD-603). *

City Planner Peter Schlein reviewed the conditional use request for a new public utility station at 806-808 Ash Street. In this zoning category, a regulator station can be approved with a conditional use. It will be surrounded by a chain link fence, and surrounded on 3 sides by aborvitaes. The new facility will include a brick building with the majority of equipment inside the building. Property owners within 300 ft were notified of this request. WPS also sent out representatives door-to-door to answer any questions. Staff did not receive any feedback. Staff recommended approval, subject to the conditions outlined in the report. Mayor Walsh moved, seconded by Ald. Raasch, to approve the conditional use request. Upon vote, motion carried unanimously. The Common Council will review this item on March 17, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Walsh, Boyd, Busch, Raasch, Schilling
EXCUSED:	Derek Beiderwieden, Mark Higgins

6. Consideration of and Possible Action on an Easement Request from Wisconsin Public Service on City Owned Parcel ED-275.*

Development Services Director Daniel Lindstrom reviewed the easement request on the south side of the street, which is currently used for Fire Department parking. He noted that the agreement is still being worked through and any final easement language will be subject to final approval of the De Pere Cultural Foundation Inc. and the City Attorney's office. Staff recommended approval of the easement in concept, and forwarding it to the Common Council for final approval. Mayor Walsh moved, seconded by Grant Schilling, to approve the easement request. Upon vote, motion carried unanimously. The Common Council will review this item on March 17, 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Grant Schilling, Commissioner
AYES:	Walsh, Boyd, Busch, Raasch, Schilling
EXCUSED:	Derek Beiderwieden, Mark Higgins

Adjournment

Mayor Walsh moved, seconded by Ald. Raasch, to adjourn the meeting at 7:17 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker