



Plan Commission

335 South Broadway

Regular Meeting

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

Agenda

Monday, February 24, 2014	7:00 PM	De Pere City Hall Council Chambers
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Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Plan Commission** of the City of De Pere will be held on **February 24, 2014 at 7:00 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to Order

1. Roll Call
2. Approval of the minutes of the January 27, 2014 Plan Commission meeting.
3. Review the Site Plan Application for exterior elevation changes at 486 Main Ave.
Applicant: Lingle Design Group.
4. Presentation and review of corridor alternatives for WIS HWY 32 (Main Av) by WisDOT.
5. Review the modifications to Chapter 16 Floodplain Zoning Ordinance.*

Adjournment

*** Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday February 24th 2014, so that arrangements can be made.

AGENDA SENT TO:

Plan Commission Members
Alderspersons
Bulletin Boards
News Media
Lingle Design Group

City of De Pere, Wisconsin



Request For Plan Commission Action

MEETING DATE: February 24, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Approval of the minutes of the January 27, 2014 Plan Commission meeting.

ATTACHMENTS:

- PC_minutes_1-27-14_draft (PDF)



Plan Commission

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Monday, January 27, 2014

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
Derek Beiderwieden	Commissioner	Present	
James Boyd	Alderman	Present	
Jim Kalny	Commissioner	Present	
Larry Lueck	Alderman	Present	
Elizabeth Runge	Commissioner	Present	
Steve Taylor	Commissioner	Present	
Michael J. Walsh	Mayor	Present	

Also present: City Planning Director Ken Pabich, Building Inspector Dave Hongisto, and members of the public.

2. Approval of the minutes of the December 16, 2013 Plan Commission meeting.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Jim Kalny, Commissioner
SECONDER: Steve Taylor, Commissioner
AYES: Beiderwieden, Boyd, Kalny, Lueck, Runge, Taylor, Walsh

3. Review the Rezoning and Conditional Use Application for 115 N Erie Street (Parcel ED-1064). Applicant: PEDs. *
- Ken Pabich reported that the parcel in question has been vacant for several years. It is considered a transitional lot between the commercial and the residential districts. Parking is the primary concern with allowing an apartment as a conditional use; however it is not an issue here because parking would be provided on site. The developer has provided a preliminary plan to give this board an idea of what is being considered. Discussion followed regarding parking concerns. Ken stated that these concerns should be able to be satisfactorily addressed during plan review. Upon vote, the motion carried unanimously to approve the rezoning and conditional use requests and forward to City Council for approval.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael J. Walsh, Mayor
SECONDER: James Boyd, Alderman
AYES: Beiderwieden, Boyd, Kalny, Lueck, Runge, Taylor, Walsh

4. Review the new version of Chapter 98 - Sign Ordinance. *
- Ken Pabich and Dave Hongisto provided an overview of the changes that have been made to the proposed new ordinance. Definitions have been added in reference to new technology, required insurance amounts were updated, as well as clarifications to prohibited signs and signs not requiring a permit. LED signs for fuel and gas centers were addressed. As part of the revision process, staff also tried to ensure that the sign ordinance matches the Main Street Program Downtown Design Guidelines. Alderman Boyd requested that a summary table be provided prior to the Council meeting that highlights changes between the original and new versions of the ordinance. Discussion followed regarding the number of signs/sign types that are allowed per business. Upon

Attachment: PC_minutes_1-27-14_draft (1882 : Approval of the minutes of the January 27, 2014 Plan Commission)

vote, the motion carried unanimously, with the provision that the number of allowed signs be further clarified.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Jim Kalny, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Lueck, Runge, Taylor, Walsh

5. Review the new version of the City of De Pere Downtown Design Guidelines. *
The Main Street Program Design Guidelines were created in 1991. The current committee worked to update all chapters to include the latest standards of preservation, resources, and graphics. Upon vote, motion carried unanimously to accept the document as presented, and forward to City Council to accept and place on file as an official city document.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jim Kalny, Commissioner
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Beiderwieden, Boyd, Kalny, Lueck, Runge, Taylor, Walsh

Adjournment

Mike Walsh motioned, seconded by Derek Beiderwieden, to adjourn the meeting at 7:45 PM.

Respectfully submitted,
Carey Danen

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: February 24, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the Site Plan Application for exterior elevation changes at 486 Main Ave. Applicant: Lingle Design Group.

ATTACHMENTS:

- PC_Staff_Feb2014_486 Main_Site Plan (PDF)
- 486Main_SPApp (PDF)

**Item #3: Review the Site Plan Application for exterior elevation changes at 486 Main Ave.
Applicant: Lingle Design Group.**

The existing building at 486 Main Av is being converted to a Toppers restaurant. Given the significant changes to the exterior of the building, staff wanted the Plan Commission to review the modifications. The project includes the following:

South (front) Elevation: The existing mansard would be removed and it would be replaced with a Grey brick that is intended to blend with the existing brick. Red canopies would be added above each window along with gooseneck lighting. The front elevation would also include halo lite signage.

North Elevation: No change.

West Elevation: The existing mansard would be removed for part of the elevation. In essence, the front elevation would wrap to the west elevation for 12 feet. There would be a single red canopy, gooseneck lighting and also halo lite signage.

East Elevation: The existing mansard would be removed for part of the elevation. In essence, the front elevation would wrap to the east elevation for 12 feet. There would be a single red canopy and gooseneck lighting.

The proposed design changes would match our design standards for the downtown. As a note, the remaining mansard would be painted to match the overall building design. The only comment that staff would have on the plan is to ensure the gooseneck lighting meets the required 1-ft candle of intensity.

Recommendation

Staff would recommend approval of the site plan.



CITY OF DE PERE
APPLICATION FOR
SITE PLAN REVIEW

Fee: \$ 260.00

Receipt #: _____

Date: _____

Read all instructions provided before completing. If additional space is needed, attach additional pages. Type or use black ink.

SECTION 1: Applicant / Permittee Information

Applicant Name (Ind., Org. or Entity) ^{DBA:} <i>Smooth Money of Iowa, LLC</i> ^{Toppers Pizza}	Authorized Representative <i>Joe Kirschling</i>	Title <i>Member</i>	
Mailing Address <i>486 Main Ave.</i>	City <i>De Pere</i>	State <i>WI</i>	ZIP Code <i>54115</i>
Email Address <i>bfi24@hotmail.com</i>	Phone Number (incl. area code) <i>715.570.6600</i>	Fax Number (incl. area code) <i>920.730.7474</i>	

SECTION 2: Landowner Information (complete these fields when project site owner is different than applicant)

Name (Ind. Org. or Entity)	Contact Person	Title	
Mailing Address	City	State	ZIP Code
Email Address	Phone Number (incl. area code)	Fax Number (incl. area code)	

SECTION 3: Project or Site Location

Project Address/Description <i>486 Main Ave. De Pere WI 54115</i>	Parcel No.
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SECTION 4: Project Information

Existing Zoning:	<i>B-1</i>		
Present Use of Parcel:	<i>Vacant Building</i>		
Proposed Use of Parcel:	<i>Pizza Restaurant</i>		
Estimated Start Date:	<i>ASAP</i>	Estimated Completion Date:	<i>Spring 2014</i>

Please submit 1 hard copy 24x36, 1 hard copy 11x17 and 1 PDF copy of the Site Plan.

SECTION 5: Certification and Permission

Certification: I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Permit Application. I certify that the information contained in this form and attachments is true and accurate. I certify that the project will be in compliance with all permit conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.

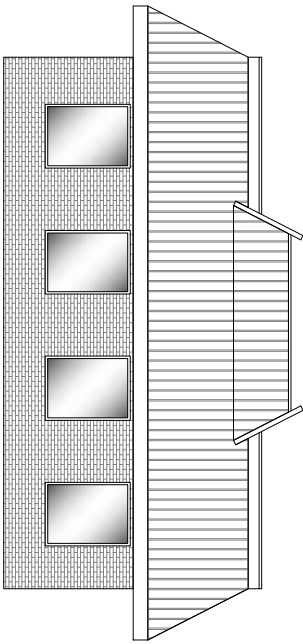
Permission: I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.

Name of Owner/Authorized Representative (please print) <i>Joseph B. Kirschling</i>	Title <i>Member</i>	Phone Number <i>715.570.6600</i>
Signature of Applicant <i>[Signature]</i>		Date Signed <i>02.06.14</i>

TO BE COMPLETED BY CITY STAFF

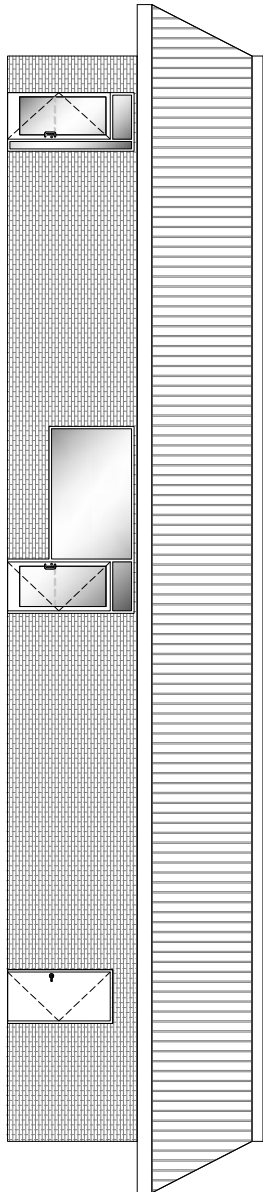
CSM Review authorized by the De Pere Municipal Code, Chapter 46.

A2 EXTERIOR ELEVATION (SIDE)



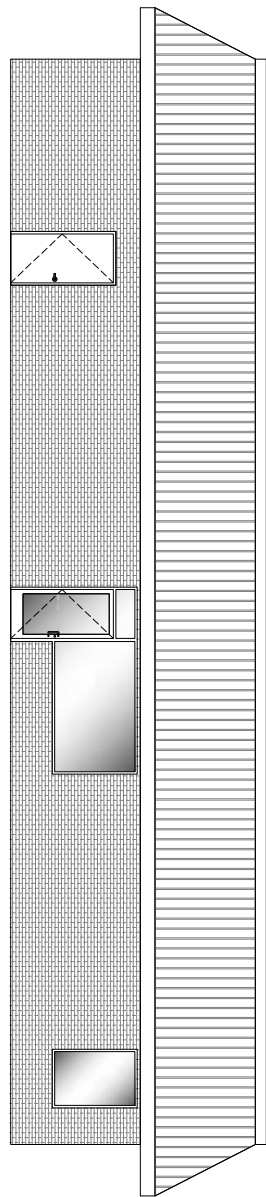
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A2 EXTERIOR ELEVATION (SIDE)



Scale: 1/8" = 1'-0"

A2 EXTERIOR ELEVATION (SIDE)



Scale: 1/8" = 1'-0"

A202

SHEET NAME

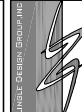
EXISTING
EXTERIOR
ELEVATIONS

PROJECT NO. 15-0000
PROJECT NAME 15-0000
PROJECT SITE 15-0000

REVISIONS	
#	DATE DESCRIPTION
1	05/10/2014 ISSUED FOR PERMIT

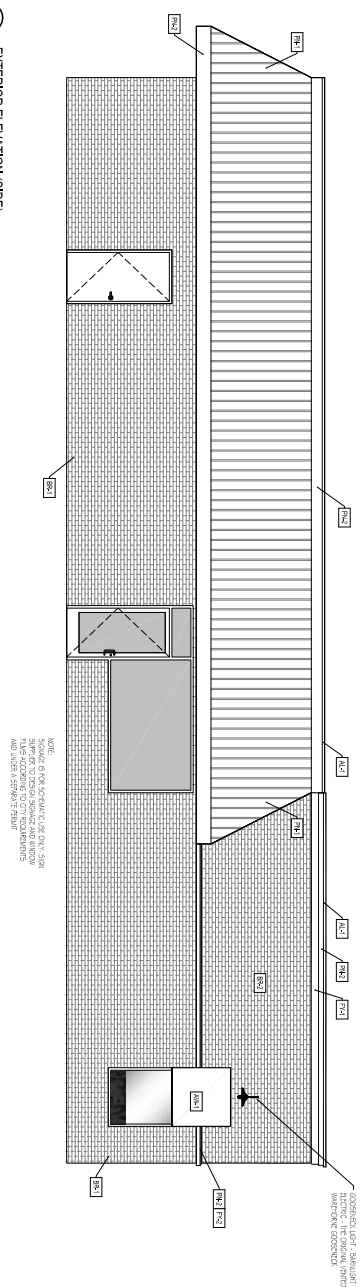
Toppers
PIZZA & TORPERS
486 Main Ave.
De Pere, WI

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LINGLEDESIGNGROUP, INC.
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1860 W. EVANS AVE.
ENLEWOOD, CO 80110
PHONE: 815-369-9155
FAX: 815-369-4495
WWW.LINGLEDESIGN.COM

D1 EXTERIOR ELEVATION (SIDE)

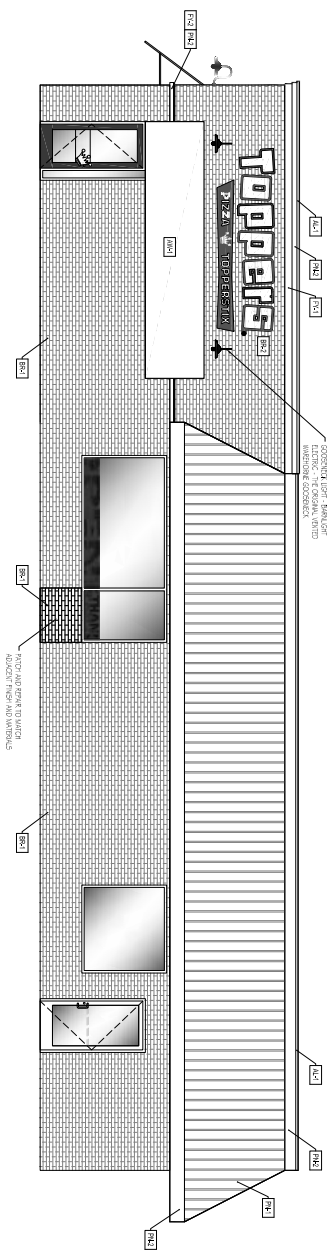


NOTE: STUDIOS BY THE SIDE OF THE BUILDING SHALL BE ACCORDING TO CITY REQUIREMENTS AND SHALL BE A SEPARATE TRAILER

SCALE: 1/4" = 1'-0"

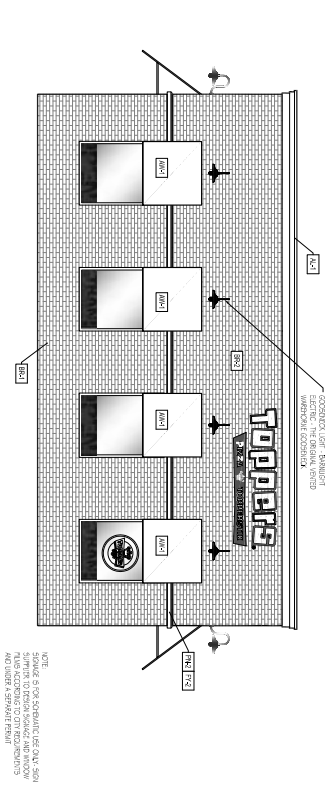
EXTERIOR FINISH SCHEDULE		
TAG #	DESCRIPTION	NOTES
EXTERIOR PAINT		
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1.2	COGNATE 1/2" SHIMMER ELECTRIC - 100% COGNATE	
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1.100	COGNATE 1/2" SHIMMER ELECTRIC - 100% COGNATE	

B1 EXTERIOR ELEVATION (SIDE)



SCALE: 1/4" = 1'-0"

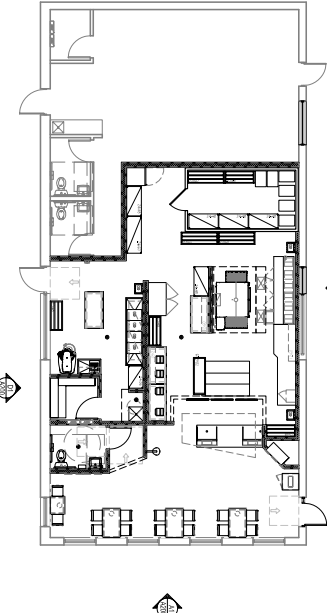
A1 EXTERIOR ELEVATION (FRONT)



NOTE: STUDIOS BY THE SIDE OF THE BUILDING SHALL BE ACCORDING TO CITY REQUIREMENTS AND SHALL BE A SEPARATE TRAILER

SCALE: 1/4" = 1'-0"

N KEY PLAN

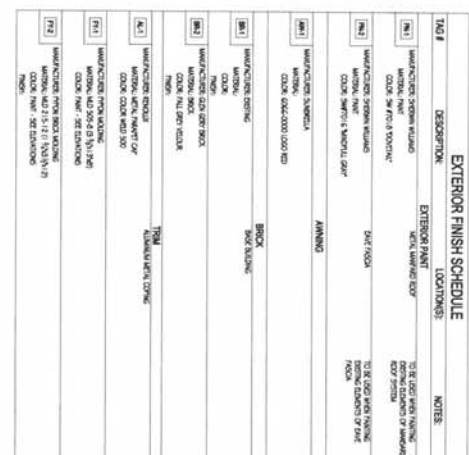


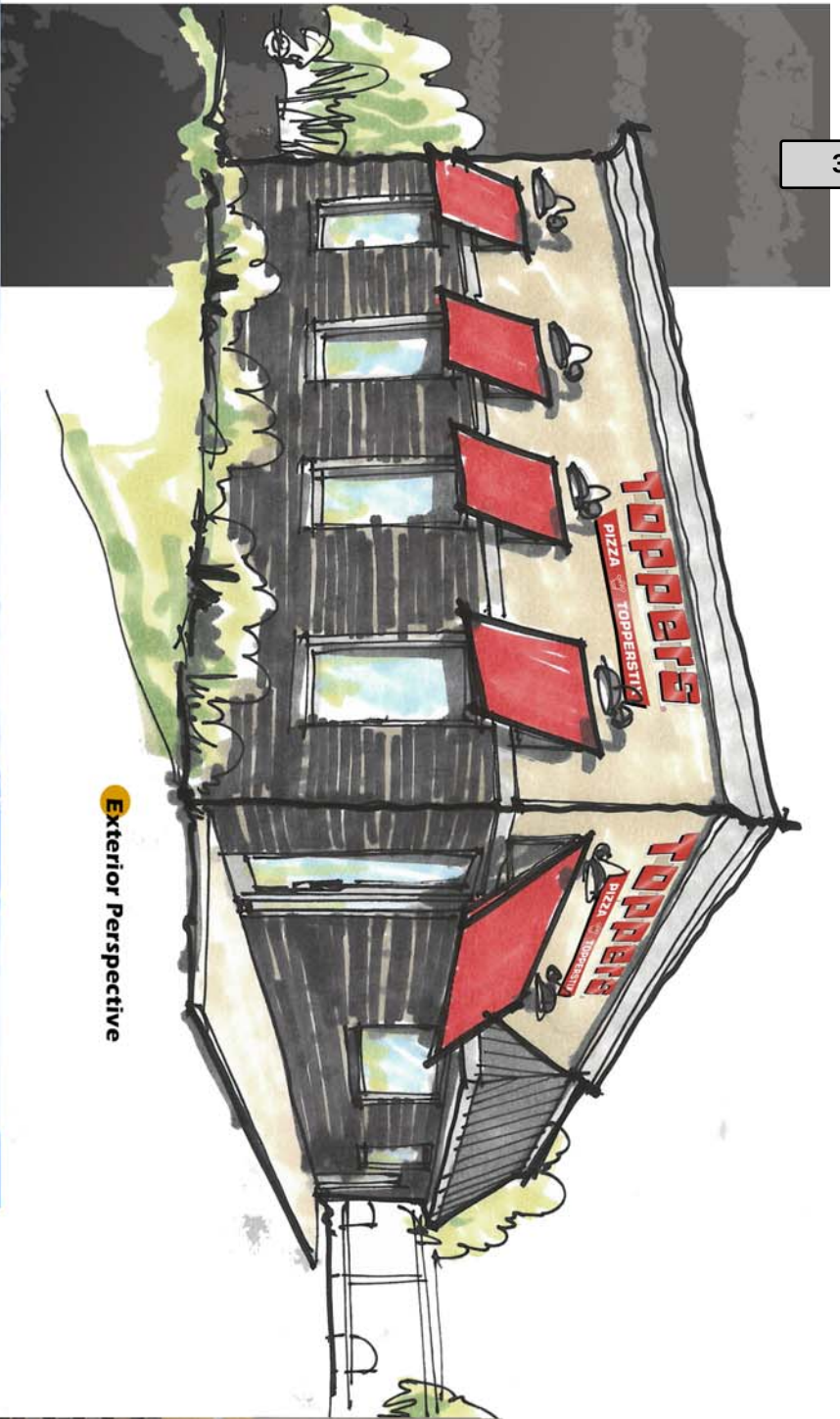
SCALE: 1/4" = 1'-0"

Toppers
Pizzeria & Deli

486 Main Ave.
De Pere, WI

LONG DESIGN GROUP, INC.
158 WEST MAIN STREET
LENA, IL 61048-158
1860 W. EVANS AVE.
ENHLEWOOD, CO 80110
PHONE: 815-369-9155
FAX: 815-369-4495
WWW.LONGDESIGN.COM





Exterior Perspective



Existing Building Images



Material/Color Palette



486 Main Ave. - DePere, WI

IMAGINATE



City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: February 24, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Presentation and review of corridor alternatives for WIS HWY 32
(Main Av) by WisDOT.

ATTACHMENTS:

- PC_Staff_Feb2014_WisDOT (PDF)
- Plan View Exhibits with notes (PDF)

Item #4: Presentation and review of corridor alternatives for WIS HWY 32 (Main Av) by WisDOT.

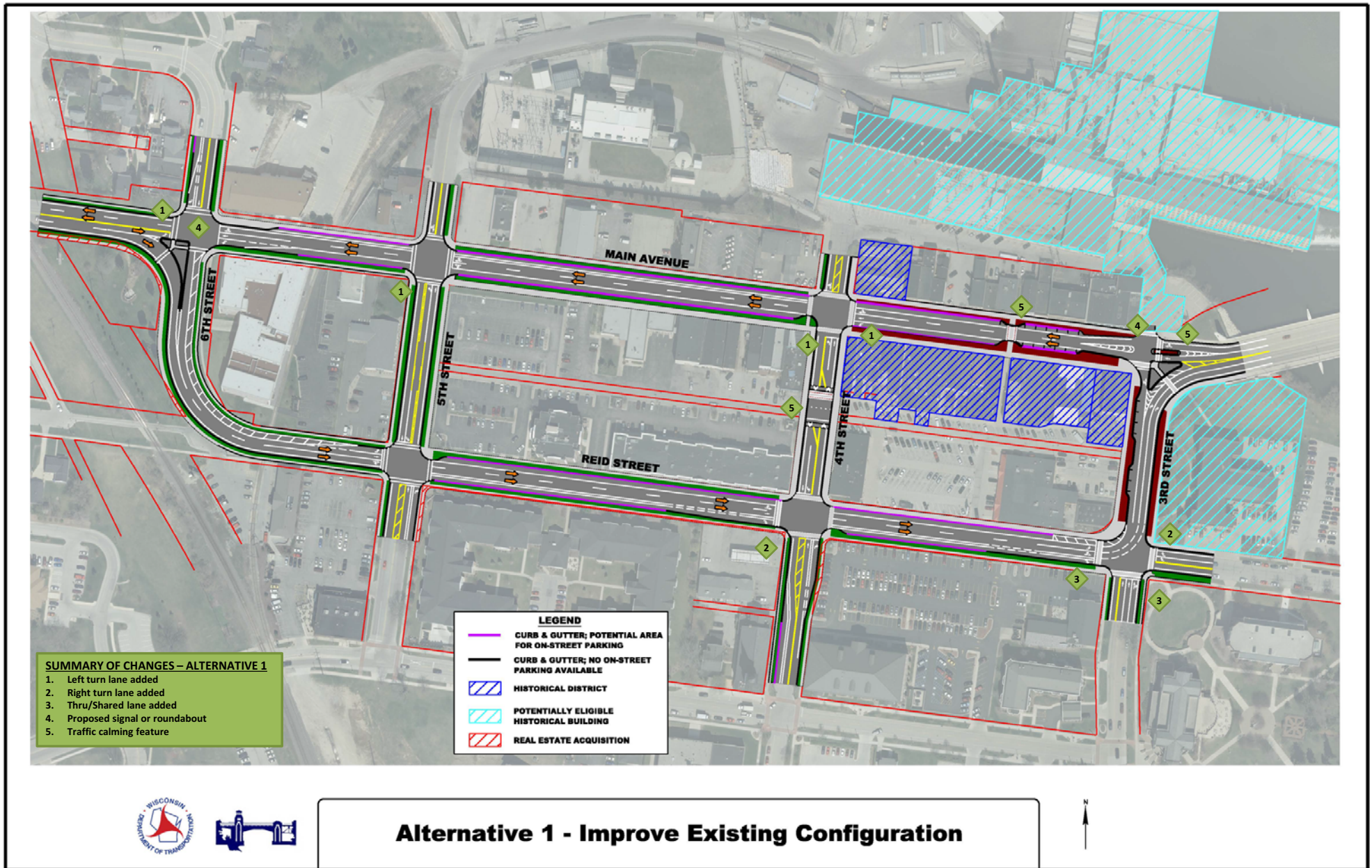
On August 26th and October 29th in 2013, the City of De Pere Plan Commission reviewed the alternatives for the WIS 32 (Main Av) reconstruction project. Several of the alternatives were recommended to be eliminated from further study by the Plan Commission. However, the Plan Commission also asked for additional information on the concept of two way traffic before it would be eliminated.

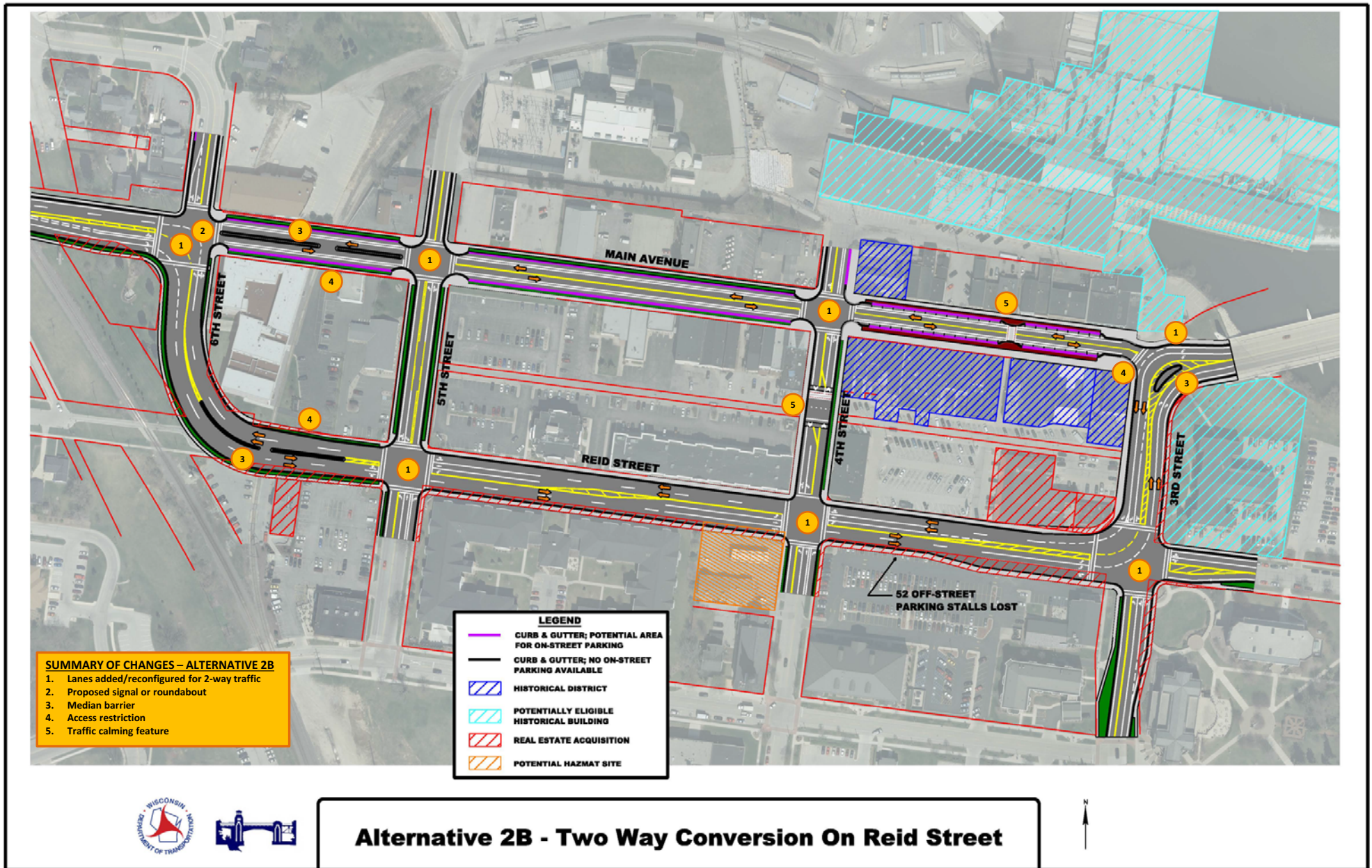
For the February 24th meeting, the design alternatives will be discussed in more detail by WisDOT. The enclosed exhibit shows the current remaining alternatives and provides a summary comparing the alternatives. Based on the research completed, WisDOT and City staff will recommend the elimination of the two way pairs as a design option. The City and WisDOT's goal is to narrow the alternatives down to 3 options for further study. These alternatives would be the following:

1. No major design changes with only minimal traffic enhancements.
2. Existing traffic flow with more traffic and pedestrian enhancements.
3. Existing traffic flow on Main Av and Reid St with more traffic and pedestrian enhancements, as well as changing 3rd and 4th Streets into one way streets.

Recommendation

Staff is recommending that the two-way pair be eliminated from further analysis and that the three options presented above are further studied as part of the process.





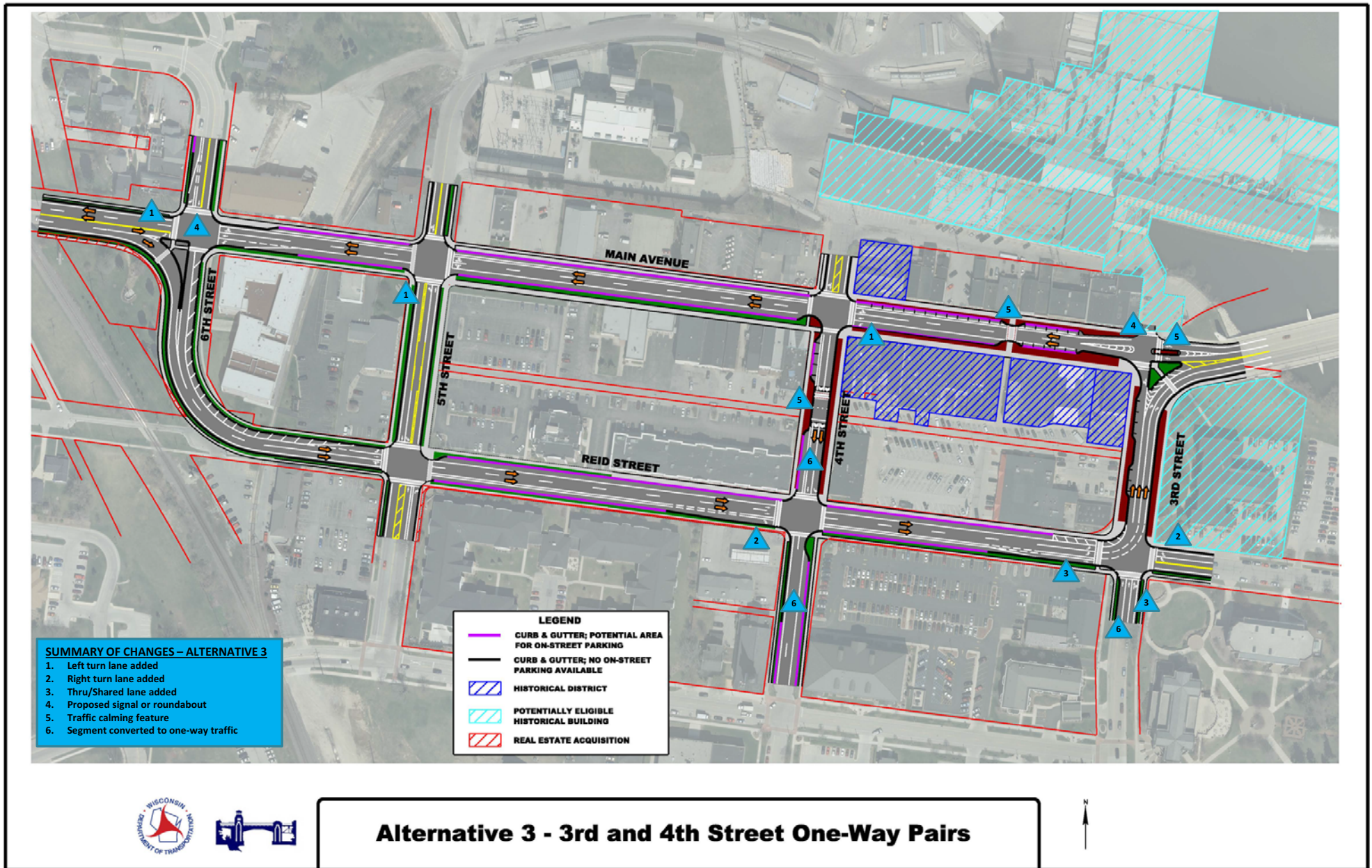


TABLE 1: Alternative Comparison Matrix – WIS 32 Downtown De Pere

	Alternative 1 – Improved Existing Configuration	Alternative 2B – Two-Way Reid Street	Alternative 3 – One-Way North- South Pair
Right of Way Cost	Estimated <\$100,000	Estimated \$1.9M	Estimated <\$100,000
Building Removal/Relocations	0	3	0
Historical Resource Impacts	No Adverse Effect	ROW Required	No Adverse Effect
Hazmat Site Property Impacts	None	BP Gas Station SW Corner of 4 th and Reid Street Leaking Underground Storage Tank (Closed)	None
On-Street Parking Loss	33	106	14
Off-Street Parking Loss	0	52	0
Traffic Operations	Acceptable as shown	Unacceptable – more capacity/lanes needed at Reid & 3 rd	Acceptable as shown
Downtown Circulation	No Change	Disconnect/Trap for eastbound traffic from Main Ave to bridge	One-way Circulation on 3 rd /4 th Street
Trans 75 Exception Required	No	Yes	No
Bike/Ped Route Connectivity/Safety	Good	Safety & Connectivity Concerns	Good
City Bike/Ped Plan Compliance	Yes	No, assuming exception needed	Yes

City of De Pere, Wisconsin**Request For Plan Commission Action**

MEETING DATE: February 24, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

SUBJECT: Review the modifications to Chapter 16 Floodplain Zoning Ordinance.*

ATTACHMENTS:

- PC_Staff_Feb2014_Floodplain Zoning(PDF)
- Ord14-Amending §16-1 (PDF)
- Chapter 16 Floodplain Current Ordinance (PDF)

Item #5: Review the modifications to Chapter 16 Floodplain Zoning Ordinance.*

The City was notified by the WI DNR that the City Floodplain Zoning Ordinance needs to be updated. The modification is required to include the updated floodplain panel numbers which are published by FEMA. We also included a wording modification in the section to make it more clear.

Recommendation

Staff would recommend that the Plan Commission approve the modifications and that they are forwarded to the City Council.

ORDINANCE #14-

AMENDING §16-1, DE PERE MUNICIPAL CODE
REGARDING FLOODPLAIN OFFICIAL MAP REFERENCES

THE COMMON COUNCIL OF THE CITY OF DE PERE DO ORDAIN AS
FOLLOWS:

Section 1: §16-1(e)(2), *Official maps and revisions*, is hereby amended by deleting the first sentence and replacing it with:

The boundaries of all floodplain districts are designated as floodplains or A-Zones on the maps listed below, and as may be amended from time to time by the DNR or FEMA and kept on file in the office of the De Pere Clerk-Treasurer.

Section 2: §16-1(e)(2)a., is hereby amended by adding the following to the end of the sentence:

...dated March 17, 2014, Volume numbers 55009CV001B, 55009CV002B, and 55009CV003B.

Section 3: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 4: This ordinance shall take effect on and after passage and publication.

Adopted by the Common Council of the City of De Pere, Wisconsin, this ____ day of _____, 2014.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Shana L. Defnet, Clerk-Treasurer

Ayes: _____
Nays: _____
Publication Date: _____
Effective Date: _____

PART II - MUNICIPAL CODE

Chapter 16 FLOODPLAIN ZONING
CURRENT ORDINANCE**16-1. Statutory authorization, finding of fact, statement of purpose, title and general provisions.**

- (a) *Statutory authorization.* This ordinance is adopted pursuant to the authorization in Wis. Stats. § 62.23.
- (b) *Finding of fact.* Uncontrolled development and use of the floodplains and rivers of this municipality would impair the public health, safety, convenience, general welfare and tax base.
- (c) *Statement of purpose.* This ordinance is intended to regulate floodplain development to:
 - (1) Protect life, health and property;
 - (2) Minimize expenditures of public funds for flood control projects;
 - (3) Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
 - (4) Minimize business interruptions and other economic disruptions;
 - (5) Minimize damage to public facilities in the floodplain;
 - (6) Minimize the occurrence of future flood blight areas in the floodplain;
 - (7) Discourage the victimization of unwary land and homebuyers;
 - (8) Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
 - (9) Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.
- (d) *Title.* This ordinance shall be known as the Floodplain Zoning Ordinance for the City of De Pere, Wisconsin.
- (e) *General provisions.*
 - (1) *Areas to be regulated.*
 - a. This ordinance regulates all areas that would be covered by the regional flood or base flood.

Note: Base flood elevations are derived from the flood profiles in the Flood Insurance Study. Regional flood elevations may be derived from other studies. Areas covered by the base flood are identified as A-Zones on the Flood Insurance Rate Map.
 - b. Any structures intended for human habitation within 100 feet of a floodplain that the Zoning Administrator deems susceptible to flooding must have the lowest opening a minimum of two feet above the regional or base flood elevation. If elevations do not exist, the City may require the owner to complete a flood study or to record an affidavit for unmapped floodplain onto the deed of the property.
 - (2) *Official maps and revisions.* The boundaries of all floodplain districts are designated as floodplains or A-Zones on the maps listed below and the revisions in the City of De Pere Floodplain Appendix. Any change to the base flood elevations (BFE) in the Flood Insurance Study (FIS) or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA before it is effective. No changes to regional flood elevations (RFE's) on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the City Clerk, City of De Pere. If more than one map or revision is referenced, the most restrictive information shall apply.

PART II - MUNICIPAL CODE

Chapter 16 FLOODPLAIN ZONING
CURRENT ORDINANCE

Official maps: Based on the Brown County Flood Insurance Study (FIS), dated (August 18, 2009), volume numbers (55009CV001A, 55009CV002A and 55009CV003A,)

- a. Brown County Flood Insurance Rate Map (FIRM), panel numbers (55009C0242F, 55009C0244F, 55009C0253F, 55009C0254F, 55009C0258F, 55009C0259F, 55009C0261F, 55009C0262F, 55009C0263F, 55009C0264F, 55009C0266F, 55009C0267F, and 55009C0268F) dated August 18, 2009; with corresponding profiles that are based on the FIS.