



Plan Commission

Regular Meeting

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

Final Minutes

Monday, January 25, 2021

7:00 PM

De Pere City Hall Council Chambers

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

2. Approval of the minutes of the December 21, 2020 Plan Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch, Schilling

3. Consideration and possible action regarding a proposed 1 lot and 3 outlot certified survey map at the 1400 BLK Biotech WY (Parcels WD-L492-2, WD-L492-B-3).*

City Planner Peter Schlein reviewed the 1 lot and 3 outlot CSM at the 1400 block of Biotech Way. He noted that outlot 2 has been removed from the CSM at this time. Staff recommended approval of the CSM with the removal of outlot 2, subject to the conditions in the report. Mayor Boyd moved, seconded by Ald. Raasch, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch
EXCUSED:	Grant Schilling

4. Consideration and possible action to review and accept the City of De Pere Housing Affordability Report 2019-2020 Update.

City Planner Peter Schlein reviewed the Housing Affordability Report for 2020. Ald. Raasch asked if the report is required by the City and Peter replied that it is required by the State of Wisconsin. Development Services Director Daniel Lindstrom explained that the intent of the report is to provide information across the board for all communities to make it easier for developers to obtain building information. It is primarily used for developers, and also used as a benchmark to compare De Pere to other communities. Derek Beiderwieden moved, seconded by Ald. Raasch, to receive the report and place it on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch
EXCUSED:	Grant Schilling

5. Consideration and possible action to review and approve a Request For Proposal (RFP) to update the 2010 City of De Pere Comprehensive Plan and to write a new West Side De Pere Vision Plan.*

City Planner Peter Schleinzi reviewed the RFP created by staff to seek consultants to update the 2010 City of De Pere Comprehensive Plan and to create a West Downtown Vision Plan. The budget is \$80,000. Peter reported that the proposed RFP distribution period is February 2-26, with interviews to commence mid-March. Staff recommended approval of the RFP and forwarding it to Common Council for final approval. Mark Higgins asked if progress reports could be presented to the Plan Commission regarding this project. Development Services Director Daniel Lindstrom replied that the Plan Commission could request staff to provide an update and progress reports at a later time, if so desired. Mayor Boyd moved, seconded by Ald. Raasch, to approve the RFP and forward it to Common Council. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Beiderwieden, Busch, Carpenter, Higgins, Raasch
EXCUSED:	Grant Schilling

Adjournment

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

Respectfully submitted,
Kelly Barker