



Plan Commission

335 South Broadway

De Pere, WI 54115

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

Regular Meeting

Final Minutes

Monday, January 25, 2016

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	Alderman	Present	
Larry Lueck	Alderman	Present	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Present	
Steve Taylor	Commissioner	Present	

Also present: City Planning Director Kim Flom, City Planner Sarah Wallace, and members of the public.

2. Approval of the minutes of the December 28, 2015 Plan Commission meeting.

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

3. Review and Recommendation on the Site Plan Application for 730 and 746 Main Ave for a Motor Vehicle Service Station. Applicant: Kwik Trip

City Planner Sarah Wallace provided an overview of the proposed expansion, noting that the west elevation will be matching materials. She also reviewed proposed changes to the entrances that are intended to improve traffic flow.

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

4. Review and Recommendation for a one (1) lot CSM for Kwik Trip. Surveyor: Robert Reidner

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

5. Review and Recommendation for a two (2) lot CSM along Southbridge Rd. Surveyor: Steve Bieda, Mau and Associates*

City Planning Director Kim Flom provided an overview of the CSM request to divide the parcel, in order to facilitate future development on Lot 2. Because of its proximity to a potential site for the southern bridge corridor, the City is requesting some right of way to accommodate that possibility. Discussion followed regarding access restrictions for the lots.

Mayor Walsh motioned, seconded by Derek Beiderwieden, to open the meeting for public comments. Upon vote, motion carried unanimously.

Neighboring property owner John Cordry expressed concerns about traffic flow, the potential alignment of a future roundabout, and the impact of the bridge decision on his ability to develop his property. Mayor Walsh encouraged Mr. Cordry to contact Planning Department staff if he has questions about locating a business there.

Steve Bieda of Mau & Associates also inquired about right of way and specific plans for a future roundabout, and was encouraged to work with Planning and Engineering staff.

Mayor Walsh motioned, seconded by Jim Kalny, to return to regular order. Upon vote, motion carried unanimously.

Mayor Walsh noted that affected property owners could also contact Brown County Planning and the Wisconsin DOT and express concern about their ability to develop before the bridge plans are set.

Mayor Walsh motioned, seconded by Jim Kalny, to recommend approval of the CSM and forward to City Council. Upon vote, motion carried unanimously.

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

6. Review and Recommendation for a three (3) lot CSM along American Blvd. Surveyor: Troy Hewitt, Robert E. Lee & Associates*

City Planning Director Kim Flom reviewed the CSM request, and noted that if Commission members vote tonight to recommend approval, the CSM will be held until the final Developer's Agreement is also ready to present to Council.

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

7. Review and Recommendation on the Site Plan Application for WD-L492-B, located along American Blvd. Applicant: Curtis Schroeder, Consolidated Construction Company

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

8. Conditional Use Application for renovation of the St. Norbert College St. Joseph Priory (A portion of WD-697) in a Single and Two Family (R2) Zoning District. Applicant: St. Norbert College*

St. Norbert College does not have a current conditional use on the property, because the Priory previously existed. The student housing in the Priory will replace two dormitories that are being decommissioned. No additional parking will be added.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	Walsh, Boyd, Lueck, Beiderwieden, Kalny, Taylor

9. Information regarding Zoning Code Reorganization Project.
City Planning Director Kim Flom explained the impetus for the zoning code reorganization, and staff's proposed timeline for the project. She also requested feedback from Commission members on potential building height requirements in the downtown district.
10. Future Agenda Items.
None.

Adjournment

Mayor Walsh motioned, seconded by Derek Beiderwieden, to adjourn the meeting at 7:30 PM.
Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen