



Plan Commission

Regular Meeting

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

Final Minutes

Monday, January 23, 2023

7:00 PM

Council Chambers and Virtual

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	
Brenda Busch	Commissioner	Present	
Dan Carpenter	Aldersperson	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Aldersperson	Present	
Shane Raymaker	Commissioner	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 November 28, 2022 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.

There were no public comments.

RESULT:	DISCUSSED
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4. Consideration and possible action on an extraterritorial 4 lot certified survey map at 4546 Trellis DR in the Town of Ledgeview (Parcels D-395-3, D-395-4, D-2028). *

City Planner Peter Schlein reviewed the 4 lot extraterritorial CSM at 4546 Trellis Dr in the Town of Ledgeview. Staff recommended approval of the CSM, subject to the conditions in the report. Mayor Boyd moved, seconded by Shane Raymaker, to approve the CSM. Upon vote, motion carried unanimously.

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

5. Consideration and possible action on an extraterritorial 2 lot certified survey map at 3300 BLK Lost Dauphin RD in the Town of Lawrence (Part of Parcel L-27-1). *

City Planner Peter Schlein reviewed the 2 lot extraterritorial CSM at the 3300 BLK Lost Dauphin Road in the Town of Lawrence. Staff recommended approval of the CSM, subject to the conditions in the report. Ald. Raasch moved, seconded by Grant Schilling, to approve the CSM. Upon vote, motion carried unanimously.

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

6. Consideration and possible action on a 3-lot final extraterritorial plat of Shady Court Subdivision at 2400 BLK Little Rapids RD in the Town of Lawrence (Parcel L-458-7). *
- City Planner Peter Schleinz reviewed the 3 lot final extraterritorial plat of Shady Court Subdivision in the Town of Lawrence. Staff recommended approval of the plat and forwarding it to the Common Council for approval, subject to the conditions in the report. Ald. Raasch moved, seconded by Brenda Busch, to approve the final plat. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

7. Discussion about site plans received during January and review of the status of recently approved development projects.
- Development Services Director Daniel Lindstrom reviewed the new review process for site plans that are staff level approved. He explained that because the site plan review process changed with the new Zoning Ordinance, fewer site plans will be reviewed at the monthly Plan Commission meetings. To allow the Plan Commission to be aware of all site plan projects that are under review, a list of all properties that are currently under review was made available to them. Daniel noted that this list will also be available on the City's website to allow transparency to the public. Staff noted that the list is not posted on the website yet, but will be posted in the near future.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Brenda Busch, to adjourn the meeting at 7:13 PM. Upon vote, motion carried unanimously

Respectfully submitted,
Kelly Barker