



Plan Commission

Special Untelevised

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

Final Minutes

Monday, January 8, 2018

5:30 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 5:30 PM by Alderperson James Boyd

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Excused	
James Boyd	Alderperson	Present	
Larry Lueck	Alderperson	Present	
Derek Beiderwieden	Commissioner	Present	
Amy Kundinger	Commissioner	Excused	
Steve Taylor	Commissioner	Present	

Also present: Economic Development & Planning Director Kim Flom, City Planner Peter Schleinz, Parks Director Marty Kosobucki, and members of the public.

2. Approval of the minutes of the November 27, 2017 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kundinger

3. Review the annexation request for parcel R-27-1, Town of Rockland. *

Economic Development & Planning Director Kim Flom reviewed the annexation request for direct annexation by unanimous approval for 25 acres of land from the Town of Rockland. She noted that the City anticipates future development of this parcel and rezoning requests may occur in order to accommodate some multifamily development. The existing land uses for the parcel are single family home, agricultural, and undeveloped. Kim added that there is a 9.4 acre piece of land that is part of the Fox River Trail which extends from Rockland Road to approximately 920 feet south of the annexation parcel. If the annexation is approved, this parcel would be effectively surrounded by the City of De Pere. The DNR was contacted to inquire if they would consider annexing this portion of the trail into the City of De Pere, but they are not interested at this time. If approved, the annexation would be forwarded to the Common Council for final approval at their January 16, 2018 meeting. The Wisconsin Department of Administration reviews and issues a determination on whether the proposed annexation is in the public interest or against the public interest. Kim stated that the State has not yet issued their determination for this petition but are hoping to receive it before the Council meeting on January 16th. Larry Lueck moved, seconded by Derek Beiderwieden, to open the meeting for public comment. Upon vote, motion carried unanimously. Laura Mushinski, the property owner of the proposed annexed property, addressed the board, stating that she did receive the letter from the Department of Administration, approving the request. James Boyd moved, seconded by Steve Taylor, to close the meeting. Upon vote, motion carried unanimously. Larry Lueck moved, seconded by Steve Taylor, to approve the annexation request with conditions outlined by Planning staff and to forward the request to the Common Council for the required final approval. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Larry Lueck, Alderperson
SECONDER:	Steve Taylor, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kunderinger

4. Recommendation regarding a rezoning request from B-3 (Motor Vehicle Dependent Business District) to B-2 (General Business District) and R-2 (Single and Two-Family Residence District) at 715 N. Eighth Street and 806-814 Ash Street (Parcels WD-609-1, WD-609, WD-604, WD-603, WD-602). Submitted by Andrew Otradovec, VP RODAC Development & Cons., etc.*

City Planner Peter Schlein reviewed the rezoning request for 6 parcels of land located south of Ashland Avenue and northwest from the Ash Street and N Eighth Street intersection. The subject parcels, with the exception of the residential home at 814 Ash Street, were originally zoned to B-3 when the auto dealer was created in the 1970's. In November 2003, the adjacent residential properties at 816-844 Ash Street were rezoned from B-3 to R-2 to properly reflect the existing uses, but the residential property at 814 Ash Street was not rezoned because the petitioner at that time did not obtain a signature from the property owner. Peter noted that staff attempted to contact the property owner, but was unsuccessful. He added that he would keep trying to contact the property owner, who lives in Texas. Derek Beiderwieden asked if the parcel can still be rezoned without the consent of the property owner. Peter replied that if the property owner can not be reached before the February 6, 2018 Council meeting, the rezoning of the commercial properties can still proceed without the rezoning of the house on Ash Street. James Boyd moved, seconded by Larry Lueck, to approve the rezoning. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kunderinger

5. Recommendation regarding the proposed 15 Lot Preliminary Plat of "Southbridge Estates First Addition" at 1700 BLK Bridge Port Lane (Parcel WD-L183-5). Submitted by Jim Boyea, Best Built INC.*

City Planner Peter Schleniz reviewed the 15 lot preliminary plat for Southbridge Estates First Addition. The site is already zoned R-1, which aligns with the single family residential development that is being proposed by Best Built. There are no wetlands on this property and there is a delineation report on file that states that. Peter noted that the plat is technically insufficient on the two street curves where tangents should measure 100 feet long between reverse curves but only measure 65 feet on the plat. Peter added that the shorter curve does not impact the ability for the City to provide garbage, snow plowing, fire, or other services. Because this plat involves right-of-way being dedicated to the public, the Common Council will review this plat on January 16, 2018. Staff recommended approval of the preliminary plat and forwarding the plat to the Common Council for final approval, subject to conditions outlined by staff. James Boyd asked if the developer is ok with the conditions and Peter replied yes. Derek Beiderwieden

moved, seconded by Steve Taylor, to approve the preliminary plat. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kundinger

6. Recommendation regarding two street name changes from Whistler Court and Bridge Port Court to Bridge Port Circle, located on the north side of Bridge Port Lane. Submitted by Best Built INC.*

City Planner Peter Schleinz reviewed the street name change request. This agenda item relates to two different streets which are located on the subdivision plat for Southbridge Estates, which was presented in the previous agenda item. Peter explained that because these two streets, Whistler Court and Bridge Port Court, connect in a loop, the use of the suffix "Court" is no longer appropriate because Court indicates a cul-de-sac. Therefore, the street names should both be changed to Bridge Port Circle. Staff recommended approval of the street name changes with the recommendation that it go to the Common Council for final review on January 16, 2018. James Boyd moved, seconded by Derek Beiderwieden, to approve the request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kundinger

7. Recommendation regarding a Proposed Three Lot Certified Survey Map at 1030 Main Avenue (Parcels WD-VA450, WD-VA450-1, WD-454 and WD-455-1). Submitted by Garritt Bader, GB 1100 Main LLC.*

City Planner Peter Schleinz reviewed the CSM request for 1030 Main Avenue. The subject property was annexed into the City from Ashwaubenon in 2012. At that time, there was an existing residence and a former assisted living facility on the site. Peter reported that the buildings no longer exist on the site and the applicant plans to develop an Aldi grocery store on the vacant site. The proposed lots 1-3 are zoned B-2, which will be appropriate for a proposed development site that is both a US highway and a gateway street to the City. Peter noted that lot 1 would be the site for the Aldi store, lot 2 is reserved for future development, and lot 3 is dedicated to the public as a proposed storm water management area. Staff recommended approval of the CSM, subject to three conditions, with final review by the Common Council on January 16, 2018. Steve Taylor moved, seconded by James Boyd, to approve the CSM and forward it to Council. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Steve Taylor, Commissioner
SECONDER:	James Boyd, Alderperson
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kundinger

8. Recommendation regarding a Site Plan for a new commercial building and parking area called ALDI at 1030 Main Avenue (All of Parcel WD-VA454 and part of Parcels WD-VA-450, WD-VA450-1, WD-VA455-1). Submitted by Garritt R. Bader, Principal, GB Real Estate Inv. LLC.

City Planner Peter Schleinz reviewed the site plan for a new commercial building and parking area for an Aldi grocery store at 1030 Main Avenue. This property is the subject of the CSM which was approved in the previous agenda item. The orientation of the building is based on the proposed redesign of the Main Avenue and Lawrence Drive roundabout. The front of the store and the side facing the highway will be heavily landscaped which will help highlight the area as a gateway to the City of De Pere. The site plan proposal includes a 23,621 square foot commercial structure of the Aldi grocery store and a 91 stall parking area with loading dock. Peter noted that a site plan of this nature requires 123 parking stalls. However, because the zoning code is in the process of being rewritten to address outdated calculations, and the parking lot design demonstrates an effective use that will not impact adjacent businesses, staff recommended that the Plan Commission consider allowing a reduced number of parking stalls for the site plan to allow for 91 stalls rather than 123 stalls. Peter noted that there are a number of conditions that must be corrected with the site plan and that staff will work with the developer to correct these items before issuing any building permits. James Boyd asked if there will be a sign and the location of the sign. Economic Development & Planning Director Kim Flom noted that code permits pylon signs as long as the base of the sign is appropriate and fits in with the area. Aldi is proposing to have a pylon sign similar to the sign that exists down the street at the Starbucks. There are also two facade signs on the building. James Boyd moved, seconded by Larry Lueck, to open the meeting for public comments. Upon vote, motion carried unanimously. Representatives from Aldi addressed the board and expressed their excitement of bringing their company to De Pere. They offered to answer any additional questions. There were no further questions. James Boyd welcomed Aldi to De Pere and moved, seconded by Derek Beiderweiden, to go back to regular session. Upon vote, motion carried unanimously. James Boyd moved, seconded by Larry Lueck, to approve the site plan. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Larry Lueck, Alderperson
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kundinger

9. Review the Draft Comprehensive Outdoor Recreation Plan 2018-2023. Submitted by City of De Pere.*

City Planner Peter Schleinz reviewed the Park Plan Report for 2018-2023, which was developed with recommendations, cost estimates, and prioritizations for each park in the city. He noted that the plan does not approve specific projects or direct specific funding. The Plan was approved by the Board of Park Commissioners on November 16, 2017.

Before the Plan proceeds to the Common Council for final approval, the Plan must be reviewed by the Plan Commission. Staff provided the Plan Commission members a copy of the Park Plan in November 2017 so they would have plenty of time to review it before the January 8th meeting. Staff recommended approval of the Park Plan and forwarding the Plan to the Common Council for review. James Boyd moved, seconded by Derek Beiderwieden, to approve the Park Plan. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	James Boyd, Larry Lueck, Derek Beiderwieden, Steve Taylor
EXCUSED:	Michael J. Walsh, Amy Kunding

Adjournment

James Boyd moved, seconded by Steve Taylor, to adjourn the meeting at 6:00 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker