



Plan Commission

Regular Meeting

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

Final Minutes

Monday, November 28, 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	Aldersperson	Present	
Larry Lueck	Aldersperson	Excused	
Derek Beiderwieden	Commissioner	Present	
Jim Kalny	Commissioner	Present	
Amy Kunding	Commissioner	Present	
Steve Taylor	Commissioner	Present	

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

2. Approval of the minutes of the November 1, 2016 Special Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Aldersperson
SECONDER:	Jim Kalny, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Kalny, Kunding, Taylor
EXCUSED:	Larry Lueck

3. Recommendation regarding a Proposed Extraterritorial Three Lot Certified Survey Map at 4427 Cottonwood Lane in Ledgeview (Parcel D-395-7). Submitted by Steven M. Bieda, PLS.*

City Planner Peter Schleinz reviewed the proposed extraterritorial three lot CSM located in the Town of Ledgeview. He reported that it meets all criteria and recommended approval for the CSM to be forwarded to the Common Council for final approval. Mayor Walsh moved, seconded by Jim Kalny, to approve the CSM. Upon vote, motion carried unanimously.

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

4. Recommendation regarding a Site Plan request at 1212 N. Enterprise Drive in De Pere for a warehouse addition and parking lot expansion (Parcels ED-2070 and ED-2069). Applicant: Mach IV Engineering & Surveying LLC

City Planner Peter Schleinz reviewed the site plan request for a warehouse addition and parking lot expansion for Amerilux Holdings LLC. The site plan will be located on two separate parcels of land that are proposed to be combined in the near future in order to eliminate issues related to side yard setbacks due to the parking lot and warehouse being divided by a property line. He reported that the review of a combination CSM is in progress between the property owner and Brown County Planning Commission. Staff

recommended approval of the site plan subject to compliance with the staff comments. Derek Beiderwieden moved, seconded by Steve Taylor, to approve the site plan request. Upon vote, motion carried unanimously.

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

5. Recommendation regarding a Site Plan request at 335 Marsh Street in De Pere for a St. Norbert College new parking lot (Parcels WD-220, WD-220-1, WD-221, WD-841, WD-844, WD-846, and WD-846-1). Applicant: Mau & Associates LLP

City Planner Peter Schleinz reviewed the site plan request for a new parking lot for St. Norbert College at 335 Marsh Street. He explained that this is a revised site plan which was brought before the Plan Commission at the September 26, 2016 meeting. The parking lot includes 100 stalls, including four handicap stalls, which meets code. This parking lot will address the parking shortage which occurred with the development of the Mulva Sports Center. The revised site plan includes the addition of two landscape islands as well as landscaped peninsulas. Peter also mentioned that St. Norbert will also be submitting a parking lot lighting plan for the project. Staff recommended approval of the site plan, subject to compliance with staff comments. Mayor Walsh moved, seconded by Steve Taylor, to approve the site plan request. Upon vote, motion carried unanimously.

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

6. Review the Annexation Request for Parcels R-20, D-393-3, D-393-4, D-394, D-409, D-411-1, D-411-2. *

Planning Director Kim Flom reviewed the annexation request. She reported that the land is almost 100% farmland with the exception of a single home. This annexation is located in the southeast quadrant, which is one of the city's designated growth areas. The proposed zoning is A-1 for the Ledgeview parcels and R-1 for the Rockland parcels. Kim noted that there is strong residential interest in this area, but at this time, there is no development proposed for the annexation parcels. Overall, the city can serve this area and would add/expand services as needed. Kim stated that because the City of De Pere does not have boundary agreements with the Towns of Ledgeview or Rockland, the City is responsible for paying the towns five years of property taxes if the properties are annexed. Staff recommended approval of the annexation subject to the conditions of the staff report, where it will be forwarded to the Common Council for the required final approval. Mayor Walsh moved, seconded by James Boyd, to approve the annexation request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Kalny, Kunding, Taylor
EXCUSED:	Larry Lueck

Adjournment

Mayor Walsh moved, seconded by Jim Kalny, to adjourn the meeting at 7:20 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker