



Plan Commission

Regular Meeting

Final Minutes

335 South Broadway
De Pere, WI 54115
www.deperewi.gov

Monday, February 24, 2025

7:00 PM

City Hall, Council Chambers 335 S.
Broadway, De Pere, WI 54115-1692

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd.

1. Roll Call

Present: James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

Absent:

Excused:

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

2. Approval of the minutes of the January 27, 2025 Plan Commission meeting.

RESULT:	APPROVED (7-0)
MOVER:	James Boyd
SECONDER:	Brenda Busch
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

3. Public Comment on 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.

4. Consideration and possible action for a 2-outlot extraterritorial CSM at 5220 BLK CTH X in Glenmore (Part of Parcel GL-111).

City Planner Peter Schleinzi reviewed the 2-outlot extraterritorial CSM. Staff recommended approval of the CSM and forwarding the CSM to Common Council, subject to the conditions in the report. Mayor Boyd moved, seconded by Mark Higgins, to approve the CSM. Upon vote, motion carried unanimously.

RESULT:	APPROVED (7-0)
MOVER:	James Boyd
SECONDER:	Mark Higgins
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

5. Consideration and possible action for a zoning map amendment from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to GX1 (Office-Residential Mix District) at 420-436 College AV, and from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to PI-1 (Public & Institutional District) at 405-410 Grant ST, 419 Grant ST, and 400 BLK Grant ST (Parcels WD-657, WD-646, WD-646-1, WD-649-1).*

City Planner Peter Schleinzi reviewed the zoning map amendment. The properties had a pre-existing PDD overlay that related to the development of offices and apartments, but the PDD overlay is outdated and no longer of any value for future development and future land uses. Staff noted that all City property owners within 300 feet of the subject parcels were notified about the application via mail. Staff recommended approval of the zoning map amendment. Peter noted that there were no objections to the request. Mayor Boyd moved, seconded by Ald. Gantz, to open the meeting. Upon vote, motion carried unanimously. David Nelapka from St Norbert College spoke to the commission. He explained that there is a potential buyer for Parcel WD-657. There is an accepted offer which will be closing on June 24. Mayor Boyd moved, seconded by Ald. Gantz, to close the meeting. Upon vote, motion carried unanimously. Ald. Hansen moved, seconded by Shane Raymaker, to approve the zoning map amendment and forward it to Common Council for final approval. Upon vote, motion carried unanimously.

RESULT:	APPROVED (7-0)
MOVER:	Jonathon Hansen
SECONDER:	Shane Raymaker
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

6. Consideration and possible action for a zoning map amendment from PI-1 PDD (Neighborhood Public & Institutional District with a Planned Development District Overlay) to PI-1 (Public & Institutional District) at 409 N Broadway ST (Parcel ED-751).*

City Planner Peter Schleinzi reviewed the zoning map amendment. The PDD overlay is outdated and no longer has any value for a future development and land use. Staff recommended approval of the zoning map amendment request. Mark Higgins moved, seconded by Ald. Gantz, to approve the zoning map amendment request and forward it to Common Council for final approval. Upon vote, motion carried unanimously.

RESULT:	APPROVED (7-0)
MOVER:	Mark Higgins
SECONDER:	Pamela Gantz
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

7. Consideration and possible action to name a newly built street Innovation DR, located between Southbridge RD and Creamery RD, and to remove the street names Innovation DR and French RD from two former street sections that no longer exist.*

City Planner Peter Schleinzi reviewed the street name change. In fall of 2024 a new street was built between Creamery Road and Southbridge Road. The new street curves over and in between the former French Road and Innovation Drive. As a result, two separate streets now share the same intersection

entry point at the Innovation Drive and Southbridge Road intersection. One street name needs to be established and two former street names need to be removed. The new street name is proposed to be Innovation Drive and the two street names that will be removed are Innovation Drive and French Road. Staff recommended approval of the street name change and forwarding it to the Common Council for final approval. Ald. Gantz moved, seconded by Mayor Boyd, to approve the street name change. Upon vote, motion carried unanimously.

RESULT:	APPROVED (7-0)
MOVER:	Pamela Gantz
SECONDER:	James Boyd
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

8. Discussion to review the 2024 City of De Pere Housing Affordability Report Update.

City Planner Peter Schleinzi reviewed the 2024 City of De Pere Housing Affordability Report update. He stated that the report was posted on the City of De Pere website on January 31, 2025. Ald. Hansen asked what the City does to encourage infill development. Peter stated that the zoning code was changed in 2023 to allow for smaller lot sizes, which in turn encourages infill development. Development Services Director Daniel Lindstrom clarified that the map shows all residential housing, not just affordable housing. He added that the City will be annexing the Turriff property in the next few months, which will bring another 75 acres into the City. Mark Higgins brought up the increase of new residential dwelling units, which was 55 in 2023 versus 135 in 2024. He then asked about the available undeveloped acreage changing as land develops, as land is demolished, and as land is annexed. Mayor Boyd moved, seconded by Grant Schilling, to receive the report and place on file. Upon vote, motion carried unanimously.

RESULT:	APPROVED (7-0)
MOVER:	James Boyd
SECONDER:	Grant Schilling
AYES:	James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Grant Schilling, Jonathon Hansen, Pamela Gantz

9. Discussion about site plans received since the January 2025 Plan Commission meeting and review of the status of recently approved development projects.

City Planner Peter Schleinzi provided an update to the on the status of recently approved development projects since the January 2025 Plan Commission meeting. There were no questions.

10. Adjournment.

Mayor Boyd moved, seconded by Shane Raymaker, to adjourn the meeting at 7:38 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker