



Plan Commission

Regular Meeting

Final Minutes

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

Monday, June 23, 2025

7:00 PM

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

I. Call to Order

1. Roll Call

Present: James Boyd, Mark Higgins, Grant Schilling, Jonathon Hansen, Devin Perock

Absent:

Excused: Brenda Busch, Shane Raymaker

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

2. Approval of the minutes of the May 26, 2025 Plan Commission meeting.

RESULT: **Approved**
MOVER: James Boyd
SECONDER: Devin Perock
AYES: James Boyd, Mark Higgins, Grant Schilling, Jonathon Hansen, Devin Perock
EXCUSED: Brenda Busch, Shane Raymaker

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. Annual Election of Chairperson and Vice Chairperson.

RESULT: **Approved**
MOVER: Jonathon Hansen
SECONDER: Mark Higgins
AYES: James Boyd, Mark Higgins, Grant Schilling, Jonathon Hansen, Devin Perock
EXCUSED: Brenda Busch, Shane Raymaker

Ald. Hansen nominated Brenda Busch as Vice Chairperson, seconded by Mark Higgins. Upon vote, motion carried unanimously.

5. Consideration and possible action on a 10-lot extraterritorial final plat of Grande Ridge Estates Second Addition at 3400 BLK Heritage RD in Ledgeview (Parcels D-2573, D-2574, D-

2580).*

City Planner Peter Schleinzi reviewed the final extraterritorial plat of Grande Ridge Estates Second Addition in the Town of Ledgeview. Staff recommended approval of the final plat and forwarding the plat to the Common Council, subject to the conditions in the report. Mayor Boyd moved, seconded by Ald. Hansen, to approve the final plat. Upon vote, motion carried unanimously.

RESULT: Approved
MOVER: James Boyd
SECONDER: Jonathon Hansen
AYES: James Boyd, Mark Higgins, Grant Schilling, Jonathon Hansen, Devin Perock
EXCUSED: Brenda Busch, Shane Raymaker

6. Consideration and possible action for a zoning map amendment from RM-2 PDD (Multi-Unit [7+ units] District with a planned development district overlay) to RM-2 (Multi-Unit [7+ units] District) at 1900 BLK Ridgeway DR.*

City Planner Peter Schleinzi reviewed the zoning map amendment for the 1900 Block Ridgeway Drive. The request is for the removal of a PDD overlay only. Staff recommended approval of the zoning map amendment. Mayor Boyd moved, seconded by Mark Higgins, to approve the request. Upon vote, motion carried unanimously.

RESULT: Approved
MOVER: James Boyd
SECONDER: Mark Higgins
AYES: James Boyd, Mark Higgins, Grant Schilling, Jonathon Hansen, Devin Perock
EXCUSED: Brenda Busch, Shane Raymaker

7. Staff Presentation and Periodic Update to the Comprehensive Plan Update Process

Development Services Director Daniel Lindstrom provided an update to the Comprehensive Plan Update process. He explained that the Comp Plan Update Process began during COVID and presented some challenges regarding engagement of the community. The process halted in 2023. Staff is proposing an enhanced community engagement strategy led by the City. The steering committee consists of 12 people who are also De Pere residents. He noted that this is an update, not a gut of the entire Comprehensive Plan. There will be updates to the existing plan, which is getting re-organized and re-formatted to a much more user-friendly document. The strategy includes the following components:

- Four additional Steering Committee sessions
- Three additional public open houses
- Four additional Plan Commission meetings
- Common Council Review Meeting
- Common Council Adoption Meeting

These sessions will center on review phases organized around the plan's core themes: People, Places and Systems. Each meeting will provide a forum to review, comment on, and refine specific sections of the

draft plan. The goal is to adopt the final Comprehensive Plan in early 2026.

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

City Planner Peter Schleinzi provided an update on the status of recently approved development projects since the last meeting. He noted that there have not been a lot of new projects lately, but there have been revisions to existing projects. Mayor Boyd noted that he has been getting several questions regarding the new St Norbert College School of Business. He asked if the HVAC units will be enclosed once the project has been completed. Staff has reached out to the representative to inquire about it. The large HVAC unit will be covered with landscaping, which has not been installed yet. Peter also noted that the Sustana Fiber project will be moving ahead in July and August to complete their screening project that was approved almost a year ago. Ald. Hansen questioned the reason the Dickinson Elementary School parking lot repaving was included in the list of projects. Peter noted that the parking lot is included because it requires site plan approval.

9. Adjournment.

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

Respectfully submitted,
Kelly Barker