



Plan Commission

Regular Meeting

Final Minutes

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

Monday, January 26, 2026

7:00 PM

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

I. Call to Order

1. Roll Call

Also present: City Planner Peter Schleinz and members of the public.

Present: James Boyd, Brenda Busch, Mark Higgins, Shane Raymaker, Jonathon Hansen, Devin Perock

Absent:

Excused:

2. Approval of the minutes of the December 15, 2025 Plan Commission meeting.

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

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 3-lot certified survey map at 206 N Wisconsin ST, 224 N Wisconsin ST, and 550 William ST (Parcels ED-886, ED-875, ED-875-1).*

City Planner reviewed the CSM. Staff recommended approval, subject to the conditions in the report. Mayor Boyd moved, seconded by Brenda Busch, to approve the CSM. Upon vote, motion carried unanimously.

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

5. Consideration and possible action for a 2-lot extraterritorial certified survey map at 4600 BLK Heritage Heights in Ledgeview (Parcel D-446-1).*

City Planner Peter Schleinz reviewed the extraterritorial CSM. Staff recommended approval, subject to the conditions in the report. Ald. Hansen moved, seconded by Shane Raymaker, to approve the CSM. Upon vote, motion carried unanimously.

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

6. Consideration and possible action for a new 14-foot-wide sanitary easement at 815 Fox River DR (Parcel ED-91).*

City Planner Peter Schleinz reviewed the new easement at 815 Fox River Drive. Peter noted that the next step for this property would be to go through a site plan process with staff. Mayor Boyd moved, seconded by Mark Higgins, to approve the easement. Upon vote, motion carried unanimously.

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

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

City Planner Peter Schleinz asked if anyone had questions. Ald. Hansen inquired about the timing of an on-going project for the new yard waste site. Peter noted that he would refer to the Department of Public Works for that information. There were no other questions.

8. Adjournment.

Mayor Boyd moved, seconded by Ald. Perock, to adjourn the meeting at 7:11 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker