



Plan Commission

Regular Meeting

Final Minutes

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

Tuesday, May 26, 2026

7:00 PM

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

1. Call to Order

2. Roll Call

Present: James Boyd, Brenda Busch, Jonathon Hansen, Devin Perock, Grant Schilling

Absent:

Excused: Mark Higgins, Shane Raymaker

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

3. Public Comments

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. New Business

A. Approval of the minutes of the April 27, 2026 Plan Commission meeting.

RESULT:	Approved
MOVER:	Jonathon Hansen
SECONDER:	Brenda Busch
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Perock, Grant Schilling

B. Consideration and possible action for a 3-lot certified survey map at 2330-2360 and 2280 American BL (Parcels WD-L492-B-5, WD-L492-B).*

RESULT:	Approved
MOVER:	James Boyd
SECONDER:	Grant Schilling
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Perock, Grant Schilling

City Planner Peter Schlein reviewed the CSM. Staff recommended approval, subject to the conditions in the report. Mayor Boyd moved, seconded by Brenda Busch, to open the meeting to public comments. Scott Borley of 2419 Tullig Pl addressed the commission. He lives near the area. He asked if the City would be willing to plant trees on the berm to help with light pollution. Development Services Director

Daniel Lindstrom explained that the berms are not required under the current code so it would be up to the Council to direct the changes as part of the Developer's Agreement. The Plan Commission does not have the authority. Daniel explained that the Developer's Agreement is currently being drafted. Mayor Boyd moved, seconded by Brenda Busch, to close the meeting. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Grant Schilling, to approve the CSM. Upon vote, motion carried unanimously.

- C. Consideration and possible action for a zoning map amendment from PI-1 (Neighborhood Public & Institutional District) to PI-2 (Campus Public & Institutional District) with an institutional master plan at 1500 Fort Howard AV (Parcels WD-57, WD-67, WD-70-1).*

RESULT:	Held over to June meeting
MOVER:	James Boyd
SECONDER:	Brenda Busch
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Perock, Grant Schilling

City Planner Peter Schleinzi reviewed the zoning map amendment for the Brown County Fairgrounds. The institutional master plan was written to address ten regulations for nonconformities that exist on the site. The institutional master plan also makes a request to allow for the use of dust-free gravel drives, which is prohibited, per Zoning Ordinance 14-86(7). Peter summarized the proposed changes in the institutional master plan. Staff recommended denial of the request because the Director of Public Works does not support the dust-free gravel drives. Peter referenced Ordinance #14-86(7) which specified that all future development would be paved. Mayor Boyd moved, seconded by Brenda Busch, to open the meeting. Upon vote, motion carried unanimously. Dan Teaters and Matt Kriese addressed the commission. Dan Teaters explained that the Brown County Fairgrounds has an existing master plan. Mayor Boyd asked them to comment on the dust-free gravel. If this is approved, the zoning map amendment will apply to the entire fairgrounds site. Staff noted that the site plan should identify that the main access loop needs to be paved and to pave the drive that is included in the site plan. Development Services Director Daniel Lindstrom provided 3 options for this item: table it indefinitely, hold it over until next month's meeting or deny it. Discussion followed and it was decided to hold over the item to the June Plan Commission meeting to give the County more time to come up with a plan.

- D. Consideration and possible action for a major design exception from Zoning Ordinance Sections 14-92(4)(d) Balconies [Integrated Design] and 14-91 Table 9-1 Major Façade Materials at 301-305 Main AV (Parcels WD-906, WD-907).

City Planner Peter Schleinzi reviewed the major design exception. He explained that there are two requests within the design exception:

1. The integrated design of a balcony on the east facade.
2. The facade material.

The building is designated as being located in a state and national historic district.

Staff does not make recommendations for design exceptions. Ald. Hansen understands the benefits of the balcony. His concern is that it is a highly visible area of the City and would be very noticeable. It is a contributing property in the Main Avenue historic district.

Mayor Boyd moved, seconded by Ald. Perock to open the meeting. Upon vote, motion carried unanimously. Tom Gavic addressed the commission. He appreciates the historic details but is trying to create an experience in downtown De Pere. He thinks the balcony will help create this feeling. Gene Hackbarth, Vice Chair for the De Pere Historic Preservation Commission, spoke next. He stated that he is not in favor of the balcony. Mayor Boyd moved, seconded by Ald. Perock to close the meeting. Upon

vote, motion carried unanimously. Because this is not under the jurisdiction of the HPC, Ald. Hansen stated that he supports the balcony. Mayor Boyd moved, seconded by Grant Schilling to approve the design exception #1. Upon vote, motion carried unanimously. City Planner Peter Schleinzi clarified that because the building is not locally designated, the certificate of appropriateness does not apply in this case.

RESULT:	Approved
MOVER:	James Boyd
SECONDER:	Grant Schilling
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Peroock, Grant Schilling

Due to the complexity of this request, and the impact it has on other site issues, both the applicant and staff suggest that Design Exception #2 be referred to staff with a direction for staff to return to the June Plan Commission meeting with drafted revisions to the Zoning Ordinance that incorporate the permitted use of shipping containers within the City limits for alley/entertainment areas with a specific set of regulations for the shipping containers. Mayor Boyd moved, seconded by Brenda Busch, to table the item to the June meeting. Upon vote, motion carried unanimously.

RESULT:	Tabled
MOVER:	James Boyd
SECONDER:	Brenda Busch
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Peroock, Grant Schilling

- E. Consideration and possible action for the release of two 10-foot wide utility easements at 1000 BLK Employers BL and 1950-1962 Longtail CT (Parcels WD-346-D-502, WD-D0031-1).*

City Planner Peter Schleinzi reviewed the easement release of two 10-foot-wide utility easements at 1000 BLK Employers Blv.

RESULT:	Approved
MOVER:	James Boyd
SECONDER:	Brenda Busch
AYES:	James Boyd, Brenda Busch, Jonathon Hansen, Devin Peroock, Grant Schilling

- F. Discussion about site plans received since the April 2026 Plan Commission meeting and review of the status of recently approved development projects.

Ald. Hansen asked if there were any issues with the proposed new trail at the fairgrounds. City Planner Peter Schleinzi replied that it does require a land use permit and staff is working with the DNR. There were no other questions or comments.

5. Adjournment

Mayor Boyd moved, seconded by Brenda Busch, to adjourn the meeting at 8:22 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker