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

Plan Commission

Regular Meeting

Final Minutes

Monday, September 26, 2022 **7:00 PM** **Council Chambers and Virtual**

Call to Order

The meeting was called to order at 7:00 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Brenda Busch	Commissioner	Present	
Dan Carpenter	Alderperson	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Alderperson	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the August 22, 2022 Plan Commission meeting.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Brenda Busch, Commissioner
SECONDER:	Grant Schilling, Commissioner
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

3. Public comments upon 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.

RESULT:	**DISCUSSED**

4. Consideration and possible action on an amended Precise Implementation Plan for a 13 building Phase 2-3 storage condos establishment at 701 Millennium CT (Parcel WD-D0015-2-1). *

City Planner Peter Schleinz reviewed the amended Precise Implementation Plan for 701 Millennium Ct for Phases 2 and 3 for storage condos. Peter noted that the Plan Commission reviewed a three phase PIP in August 2006, and also an amended PIP for Phase 1, which was approved in 2013. This amendment is for Phases 2 and 3 of the development. Staff recommended approval of the amended PIP, subject to the conditions in the report. Mark Higgins commented on if any landscaping should be added along the Fox River State Trail. Peter noted that staff requested landscaping along the street side of Rockland Road, not along the side that faces the trail. He added that an easement runs through that side, which would limit the amount of landscaping that could be added. Development Services Director Daniel Lindstrom added that the Fox River Trail already has a good buffer built into it and staff wanted to focus the landscaping along Rockland Road, which is a future high traffic corridor. Ald. Raasch moved, seconded by Mark Higgins, to approve the amended Precise Implementation Plan for Phases 2 and 3. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Mark Higgins, Commissioner
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

5. Consideration and possible action for a conditional use permit application for a new wireless telecommunication mobile service facility in an I-1 District at 747 Heritage RD (Parcel ED-F0103-2). *

   City Planner Peter Schleinz reviewed the conditional use permit for a new wireless telecommunication mobile service facility at 747 Heritage Rd. Staff recommended approval of the conditional use permit, subject to the conditions in the report. Peter noted that all property owners within 300 feet were notified of the request. Mark Higgins asked if there are any health concerns associated with this type of facility. Mayor Boyd made a motion, seconded by Ald. Raasch, to open the meeting. Upon vote, motion carried unanimously. The petitioners, John Birchfield and Julie Bieneked addressed the commission. Mr. Birchfield stated that the signals put out by a cell tower are similar to the VH1 band frequency of the old television sets and the risk is negligable unless you were standing right in front of the tower for several hours. He added that cell towers have been regulated by the FCC since 1996. Ald. Carpenter asked if the proposed cell tower is a single pole with no guide wires, which the petitioner confirmed. Mayor Boyd moved, seconded by Ald. Raasch to go back to regular session. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Mayor Boyd, to approve the conditional use request for a new cell tower at 747 Heritage Rd. This item will also be reviewed at the October 18, 2022 Council meeting as a public hearing.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

6. Consideration and possible action for a site plan for a 135’ tall new wireless telecommunication mobile service facility (cell tower), with a driveway and 50’x50’ fence enclosure, at 747 Heritage RD (Parcel ED-F0103-2).

   City Planner Peter Schleinz reviewed the site plan for a new wireless cell tower at 747 Heritage Rd. Staff recommended approval of the site plan, subject to the conditions in the report. Ald. Raasch moved, seconded by Shane Raymaker, to approve the site plan. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shane Raymaker, Commissioner
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

7. Consideration and possible action for a site plan for a three story 23,691 SF bank with 109 parking stalls at 1225 Lawrence DR (Parcel WD-D0014).

   City Planner Peter Schleinz reviewed the site plan for a new three story bank at 1225 Lawrence Dr. The petitioners are requesting the use of EIFS on the top of columns, the top of the tower corners, and the cornice, which is not permitted unless approved by the Plan Commission. Staff recommended approval of the site plan, along with the use of EIFS, subject to the conditions in the report. Ald. Raasch moved, seconded by Ald.

Carpenter, to approve the site plan and the use if EIFS. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

8. Consideration and possible action for a site plan for a one story 11,190 SF office and warehouse at 2051 Profit PL (Parcel ED-2382).

City Planner Peter Schleinz reviewed the site plan for a one-story office and warehouse at 2051 Profit Pl. The use of architectural paneling on the front and side facades requires Plan Commission approval. Staff recommended approval of the site plan, with the use of architectural paneling, subject to the changes in facade materials and the conditions in the report. Peter broke down the site plan into the four sides of the building, explaining what is being requested for each specific side. For the front facade (northwest side), the developer plans to use smooth architectural panel, which requires Plan Commission approval. For the southwest side of the building (one of the side facades), metal panel is also proposed. Staff also suggested a knee wall to be added. The other side facade (northeast side) is proposed to be a future expansion wall; however, the site plan does not provide a timeline for the proposed expansion. For this wall, staff suggested wrapping the masonry and metal panel materials 3 to 5 feet around the corner of the building to the side facade in order to create a finished column-like look to anchor the building. Finally, for the rear facade (southeast side), 100% metal is proposed, which requires Plan Commission approval. Ald. Raasch moved, seconded by Mark Higgins, to open the meeting. Upon vote, motion carried unanimously. David O'Brien with Bayland Buildings and Tom Benz, owner of One Source Technologies addressed the commission. Mr. Benz stated that he does not have a problem coming back to Plan Commission in 5 years if the expansion does not happen by then. He submitted samples of the metal panel for review by the Plan Commission members. Mayor Boyd moved, seconded by Ald. Raasch, to go back to regular session. Upon vote, motion carried unanimously. Discussion followed. It was decided to add enhanced landscaping along the side and rear facades and not requiring the knee wall on the southwest side of the building. Ald Raasch moved, seconded by Mayor Boyd, to open the meeting a second time in order for the developer to clarify a few things. Upon vote, motion carried unanimously. David O'Brien with Bayland Buildings asked for confirmation that the knee wall on the southwest side of the building was no longer required. Staff confirmed this. He had no further comments or questions. Mayor Boyd moved, seconded by Shane Raymaker to go back to regular session. Upon vote, motion carried unanimously. Ald. Raasch moved, seconded by Mayor Boyd, to approve the site plan, subject to the conditions in the report, as well as the following recommendations:

1. The use of smooth architectural metal panel on the front facade (northwest) and side facades (southwest & northeast), as provided by the petitioner.
2. Include a plan for expansion within 5 years (9/26/27) or come back to the Plan Commission with a plan of action to re-address the expansion wall.
3. Wrapping the brick and CMU at least 3 to 5 feet around the corner of the building to the side facade (northeast).
4. The use of 100% metal on the entire rear facade (southeast).

5. Adding enhanced landscaping along the sides (southwest & northeast) and rear (southeast) of the building. In exchange for not requiring a knee wall, the Developer shall include enhanced landscaping to be submitted to staff for review and approval. Upon vote, motion carried unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Busch, Carpenter, Higgins, Raasch, Raymaker, Schilling

Adjournment

Mayor Boyd moved, seconded by Mark Higgins, to adjourn the meeting at 7:57 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker