



Plan Commission

Regular Meeting

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

Final Minutes

Monday, September 25, 2023

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	
Mark Higgins	Commissioner	Present	
Devin Perock	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Excused	

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

2. Approval of the minutes of the August 28, 2023 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker
EXCUSED:	Grant 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
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4. Consideration and possible action for an extraterritorial 2-lot certified survey map at 1446 Sandy Springs CT in Lawrence (Parcel L-374-D-3).*

City Planner Peter Schleinzi reviewed the 2-lot extraterritorial CSM at 1446 Sandy Springs Court in the Town of Lawrence. Staff recommended approval of the CSM, subject to the conditions in the report. Mayor Boyd moved, seconded by Brenda Busch, to approve the CSM with the conditions. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker
EXCUSED:	Grant Schilling

5. Consideration and possible action for a zoning map amendment from BP-2 (Business Park 2 District) to I (Industrial District) at 1840 S Broadway ST and 1800 BLK Enterprise DR (Parcels ED-F0101, ED-F0105).*

City Planner Peter Schleinzi reviewed the zoning map amendment from BP-2 to I at 1840 S Broadway Street and the 1800 block of Enterprise Drive in the East Industrial Park.

Staff recommended approval of the zoning map amendment, subject to the conditions in the report. Mark Higgins moved, seconded by Mayor Boyd, to approve the zoning map amendment. Upon vote, motion carried unanimously. This item will be reviewed by the Common Council with a public hearing at the October 17, 2023 meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Higgins, Commissioner
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Busch, Higgins, Perock, Raasch, Raymaker
EXCUSED:	Grant Schilling

6. Consideration and possible action on a proposed amendment to the 2010 City of De Pere Comprehensive Plan Update to change the Future Land Uses Map (Figure 2-6) from 'Neighborhood Residential (Including Multi-Family)' to 'Business Park' at 2108 Lawrence DR (Parcel WD-L281-1).*

At the start of this agenda item, Plan Commission member Grant Schilling joined the meeting.

City Planner Peter Schleinz reviewed the proposed amendment to the 2010 City of De Pere Comprehensive Plan Update to change the future land uses map from "Neighborhood Residential" to "Business Park" at 2108 Lawrence Drive. He explained that the property owners of 2108 Lawrence Drive have requested this amendment for a landscaping business to operate on this parcel. Since the agenda was published, two other property owners would like to be added to this request. Peter noted that property owners within 300 feet of this site were notified of this request. One telephone call was received, and staff answered questions that the caller asked regarding the request. Staff does not make a recommendation on amendments to the Comprehensive Plan. Mayor Boyd moved, seconded by Ald. Raasch, to approve the amended resolution, adding the additional three parcels to the amendment. Staff will amend Resolution #PC 23-02 to include the additional parcels, which are: Parcels WD-L281-1, WD-L183-3-2, WD-L183-3, and WD-L183-3-3. Upon vote, motion carried unanimously. This item will be reviewed by the Common Council with a public hearing at the November 7, 2023 meeting.

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

7. Recommendation from Plan Commission to approve revisions to the Zoning Ordinance and the Official Zoning Map.*

A. Plan Commission recommendation to approve revisions to Municipal Code Chapter 14 (Zoning Ordinance).*

City Planner Peter Schleinz reviewed the proposed quarterly revisions to Municipal Code Chapter 14 Zoning Ordinance. He noted there are 12 proposed changes and briefly outlined those changes. Mayor Boyd moved, seconded by Ald. Raasch, to approve the revisions and forward them to the Common Council for a final decision. Upon vote, motion carried unanimously.

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

B. Plan Commission recommendation to approve revisions to the Official Zoning Map.*

City Planner Peter Schleinz reviewed the revisions to the Official Zoning Map. There were two changes. Ald. Raasch moved, seconded by Shane Raymaker, to approve the revisions and forward them to the Common Council for a final decision. Upon vote, motion carried unanimously.

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

8. Discussion about site plans received since the August 2023 Plan Commission meeting and review of the status of recently approved development projects.

City Planner Peter Schleinz provided an update on the status of recently approved development projects since the August 2023 Plan Commission meeting. No action needed to be taken.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Ald. Perock, to adjourn the meeting at 7:29 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker