



Plan Commission

Regular Meeting

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

Agenda

Monday, September 23, 2024	7:00 PM	Council Chambers and Virtual
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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Plan Commission** of the City of De Pere will be held on **September 23, 2024 at 7:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Plan Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://depercitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the August 26, 2024 Plan Commission meeting.
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.
4. Consideration and possible action on a 10-lot extraterritorial final plat of Little Rapids Subdivision at 1602 Torchwood TR in Lawrence (Parcels L-2279, L-2295).*
5. Consideration and possible action for a zoning map amendment from MX1 (Downtown Mixed-Use) to PI-2 (Campus Public & Institutional District) at 221 S Broadway ST (Parcel ED-812).*
6. Consideration and possible action for a zoning map amendment from BP-1 (Business Park 1 District) C (Commercial District) at 1302 S Broadway ST, 1314 S Broadway ST, and 860 O'Keefe DR (Parcels ED-F0103-6, ED-F0103-7, ED-2078).*
7. Consideration and possible action for a zoning map amendment from BP-1, BP-2, and CON (Business Park 1 District, Business Park 2 District, and Conservancy District) to BP-2 (Business Park 2 District) at 2000 Commerce DR (Parcel ED-3103).*
8. Consideration and possible action for a new 12-foot-wide underground easement, created by the City of De Pere for Wisconsin Public Service on the east-central side of 335 S Broadway ST (Parcel ED-275).*
9. Discussion about site plans received since the August 2024 Plan Commission meeting and review of the status of recently approved development projects.

Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by noon on the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Douglas E. Woelz, PLS, McMahon Associates

Patrick Wetzel, Town of Lawrence

Marvin Wall, De Pere Cultural Foundation INC

Annie Schoenwalder, Park Place Holdings LLC

Yonder Development LLC

Karman Development LLP

Amerilux Holdings LLC



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the August 26, 2024 Plan Commission meeting.

ATTACHMENTS:

- PC_Aug2024_Minutes_Draft (PDF)



Plan Commission

Regular Meeting

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

Draft Minutes

Monday, August 26, 2024

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	
Pamela Gantz	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Mark Higgins	Commissioner	Present	
Shane Raymaker	Commissioner	Present	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the July 22, 2024 Plan Commission meeting.

Mark Higgins suggested a change to the minutes. For item 7, he suggested changing it to say "with issues discussed regarding some of the suggested strategies." Staff noted that the changes will be made.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Aldersperson
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, 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
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4. Consideration and possible action on a major design exception from Zoning Ordinance Section 14-41, Table 4-2, to reduce the west interior side yard setback from 20 feet to 4 feet at 1414 Builders CT (between Parcels WD-L176-1, WD-1138).

City Planner Peter Schleinzi reviewed the major design exception to reduce the west interior side yard setback from 20 feet to 4 feet at 1414 Builders Ct. due to an existing easement on the property. Staff does not make a recommendation for design exceptions. Grant Schilling asked if this would set a precedent. Peter noted that there have been two or three design exceptions in the past. Development Services Director Daniel Lindstrom added that design exceptions were added to the new zoning code in place of variances. Mark Higgins moved, seconded by Brenda Busch, to approve the major design exception. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Higgins, Commissioner
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Raymaker, Schilling

5. Consideration and possible action for a new 10-foot-wide no-build easement, created by the City of De Pere, that prohibits development along the proposed eastern interior side yard property line at 1400 BLK Builders CT (Parcel WD-1138).*

City Planner Peter Schleinz reviewed the no-build easement that prohibits development along the proposed eastern interior side yard property line at 1400 Builders Ct. The site is the location of a proposed new property line that is part of a potential land sale between the City of De Pere and Badgerland Buildings. Staff recommended approval of the no-build easement request and forwarding the recommendation to the Common Council for final approval. Mayor Boyd moved, seconded by Ald. Gantz, to approve the no-build easement. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Raymaker, Schilling

6. Discussion with representatives from Sustana Fibers about a year 2023 site plan project status and the proposed timeline for completion of the addition of flash dryers with screening at 1751 W Matthew DR (Parcel WD-364-D-526).

City Planner Peter Schleinz provided a review of the project status for Sustana Fibers. A design exception was awarded in 2023 for the addition of flash dryers with screening at 1751 W Matthew Dr. The building permit expired in June 2024 so the permit needs to be renewed. Mayor Boyd moved, seconded by Brenda Busch, to open the meeting. Upon vote, motion carried unanimously. The representatives from Sustana Fibers introduced themselves. In 2023, business slowed in the paper industry. The COO left the company which resulted in poor turnover of information about the dryer project. Mayor Boyd asked what the projection to finish the project was. The representatives stated that the timeline for completion is eight weeks. City Planner Peter Schleinz noted that staff can review the additional screening and revised site plan without going back to Plan Commission. Mayor Boyd moved, seconded by Shane Raymaker, to back to regular order. Upon vote, motion carried unanimously. This was a discussion only item, so no action was taken.

RESULT:	DISCUSSED
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7. Consideration and possible action for a right-of-way discontinuance at 2000 Commerce DR and 2051 Profit PL (Adjacent to Parcels ED-3103, ED-2382).*

City Planner Peter Schleinz reviewed the right-of-way discontinuance at 2000 Commerce Drive and 2051 Profit Place. The end of street will turn into a cul-de-sac. Staff recommended approval subject to the conditions in the report. Ald. Hanson moved, seconded by Ald. Gantz, to approve the right-of-way discontinuance. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Raymaker, Schilling

8. Discussion about site plans received since the July 2024 Plan Commission meeting and review of the status of recently approved development projects.

City Planner provided an update on the status of recently approved development projects since the July 2024 Plan Commission meeting. Ald. Hansen asked why the Unity Hospice project hasn't gone to Council yet. Peter noted that the project requires a class I public hearing notice, which is a 30 day notice so it will go to the next Council meeting in September. Ald. Hansen then asked about the Caribou Coffee signage issue and Peter stated that staff would be doing a follow-up site visit to assess the signage issue. No other questions or comments were made.

RESULT:	DISCUSSED
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Adjournment

Mayor Boyd moved, seconded by Ald. Hansen to adjourn the meeting at 7:40 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Kelly Barker

SUBJECT: 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.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on a 10-lot extraterritorial final plat of Little Rapids Subdivision at 1602 Torchwood TR in Lawrence (Parcels L-2279, L-2295).*

ATTACHMENTS:

- PC Report - FinPlat Lawrence Parkway Second Addition (DOCX)
- Application and FINAL PLAT - 06 Sep 2024 (PDF)

ITEM 4: Consideration and possible action on a 10-lot extraterritorial final plat of Little Rapids Subdivision at 1602 Torchwood TR in Lawrence (Parcels L-2279, L-2295).*

SITE MAP



REQUESTED ACTION:	Final Extraterritorial Plat Approval.	
COMMON DESCRIPTION:	1602 Torchwood TR, located northeast and northwest from the Torchwood TR and Little Rapids RD intersection.	
ZONING:	R-1 (Residential) in Lawrence.	
SURROUNDING LAND USES:	Developing residential to the north and east. Developing business to the north and west. Residential and natural areas to the south.	
COMPREHENSIVE PLAN:	Residential in Lawrence.	
APPLICANT/OWNER:	<u>Authorized Representative</u> Douglas E. Woelz, PLS, McMahon Associates 1445 McMahon DR Neenah, WI 54956	<u>Property Owner</u> Town of Lawrence 2400 Shady CT De Pere, WI 54115

LAND USE HISTORY: The property remained undeveloped since air photos of 1938.

STAFF REVIEW: When reviewing a plat, staff considers State Statutes 236 Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code, the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns.

- The proposed plat is 3,000-feet south of the De Pere city limits.
- The proposed plat will create 1 business/commercial lot and 9 residential lots.
- The site is located inside of the Lawrence sewer service area.
- Environmentally sensitive areas are reviewed by Brown County.
- The De Pere minimum acreage and frontage are 0.2 acres and 75'; the Town's minimum is 0.3 acres and 100'. All lots meet the minimum acreage and frontage criteria for De Pere and Lawrence.

The plat meets the criteria of State Statutes 236 and Sections 46-3 through 46-7 of the De Pere Platting and Division of Land Code. The proposed land division does not impact the Comprehensive Plan negatively. The proposed lot size, frontage, and setbacks meet acceptable City requirements.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the final extraterritorial plat and forwarding the plat to the Common Council for approval, subject to:

1. Meeting all other state and local regulations, including the City of De Pere, Town of Lawrence, and Brown County Planning Commission.



Planning/Zoning Application

Planning & Zoning Department

4.b

Submitted On:

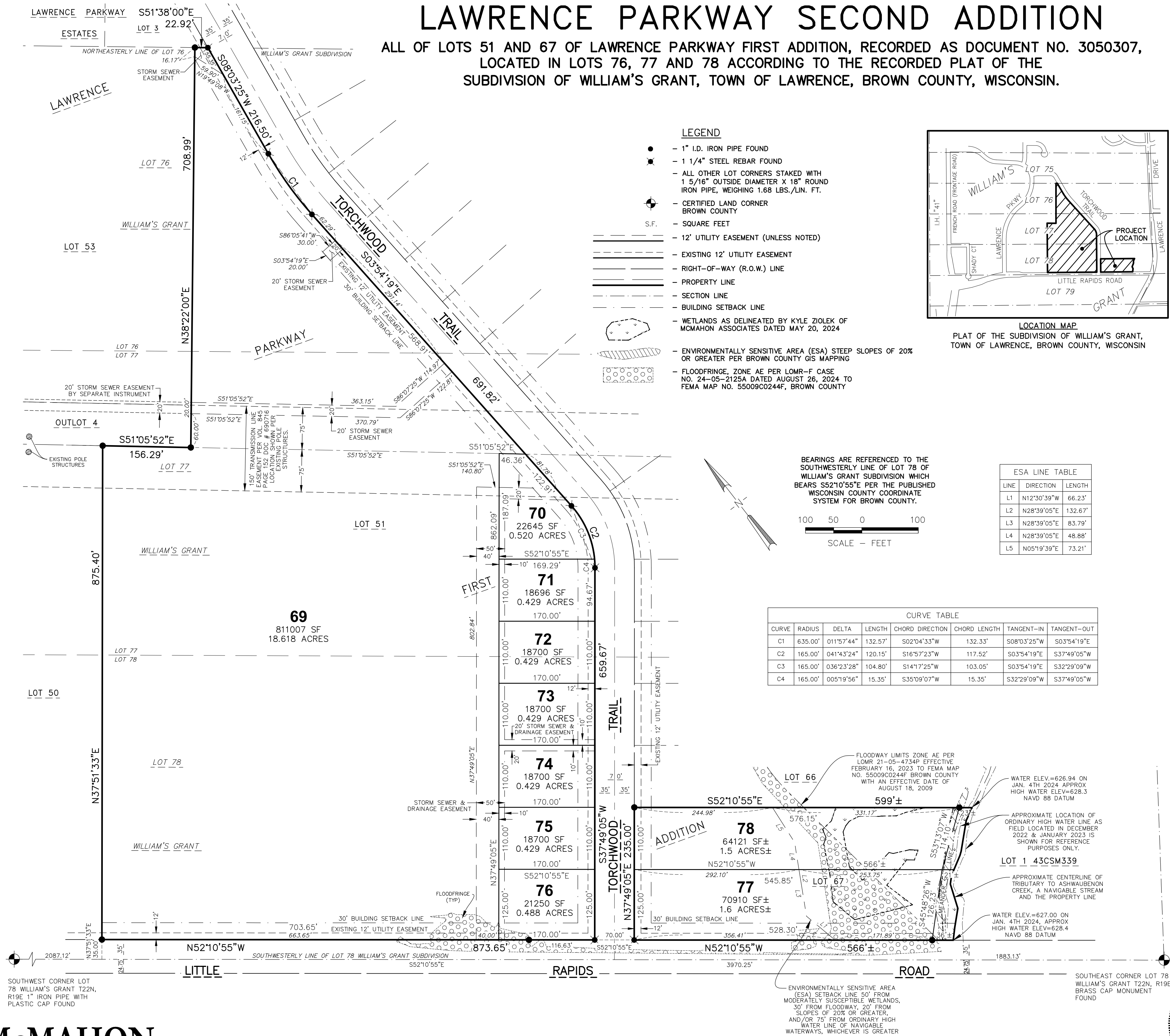
Sep 6, 2024, 09:02AM EDT

Parcel Number: (Include ALL parcels)	L-2279 and L-2295
Nearest property address to the project site:	Street Address: 1602 Torchwood Trail City: DePere State: W Zip: 54115
Check each project type that is being applied for:	Plat, Final
Current De Pere Zoning Districts:	Not in De Pere
Extraterritorial Zoning Districts:	B1 Business Commercial
Number of lots in the Final Plat: (PLEASE USE NUMERALS ONLY.)	10
Number of outlots in the Final Plat: (PLEASE USE NUMERALS ONLY.)	0
Existing Site Land Uses:	Undeveloped/Vacant/Agricultural
Proposed Site Land Uses:	Residential Business Park/Industrial
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a preapplication meeting?	Yes
Property Owner:	First Name: Town of Lawrence Last Name: Patrick Wetzel
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	Street Address: 2400 Shady Court City: De Pere State: W Zip: 54115
Property Owner's Phone Number:	920-347-3710
Property Owner's Email Address:	patrickw@lawrencewi.gov
Is someone processing the	

project for the property owner as their authorized representative?		Yes	4.b
Authorized Representative's Name:		First Name: Douglas Last Name: Wbelz	
Authorized Representative's Business Name:		McMahon Associates	
Authorized Representative's Phone Number:		920-751-4200	
Authorized Representative's Email Address:		dwoelz@mcmgrp.com	
Please attach a PDF copy of the Final Plat.		2024-09-05_Lawrence Parkway Second Addition_Final Plat_22X34 signed.pdf 2024-09-05_Lawrence Parkway Second Addition_Final Plat_11X17 signed.pdf	
Please attach a CAD copy of the Final Plat.		2024-09-06 Lawrence Parkway Second Addition_Final Plat.dwg	
How do you plan on paying for your application?		Online with a credit card	
Total Due:		\$200.00	
Signature Data	First Name: Douglas Last Name: Wbelz Email Address: dwoelz@mcmgrp.com  Signed at: September 6, 2024 9:00am America/New_York		
User's Session Information	IP Address: 67.53.157.66 Referrer URL:		

LAWRENCE PARKWAY SECOND ADDITION

ALL OF LOTS 51 AND 67 OF LAWRENCE PARKWAY FIRST ADDITION, RECORDED AS DOCUMENT NO. 3050307,
LOCATED IN LOTS 76, 77 AND 78 ACCORDING TO THE RECORDED PLAT OF THE
SUBDIVISION OF WILLIAM'S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.



NOTES:
THIS SUBDIVISION IS ALL OF TAX PARCEL NOS. L-2279 AND L-2295

PLANNED MUNICIPAL IMPROVEMENTS TO INCLUDE UTILITIES SUCH AS STORM SEWER, SANITARY SEWER, WATER MAIN, ASPHALT STREETS WITH CONCRETE CURB & GUTTER.

ELEVATIONS AS SHOWN ON THIS PLAN ARE REFERENCED TO NAVD 88 DATUM (07 ADJUSTMENT).

A SHORELAND PERMIT FROM THE BROWN COUNTY ZONING ADMINISTRATOR'S OFFICE IS REQUIRED FOR LOTS 69, 76, 77 AND 78 PRIOR TO CONSTRUCTION, FILL OR GRADING ACTIVITY WITHIN 300 FEET OF A STREAM.

LOTS 77 AND 78 INCLUDE WETLAND AREAS THAT MAY REQUIRE PERMITS FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES, ARMY CORP OF ENGINEERS, BROWN COUNTY PLANNING COMMISSION, OR THE BROWN COUNTY ZONING ADMINISTRATOR'S OFFICE PRIOR TO ANY DEVELOPMENT ACTIVITY.

THE PROPERTY OWNERS, AT THE TIME OF CONSTRUCTION, SHALL IMPLEMENT THE APPROPRIATE SOIL EROSION CONTROL METHODS OUTLINED IN THE WISCONSIN CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL TECHNICAL STANDARDS (AVAILABLE FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES) TO PREVENT SOIL EROSION. HOWEVER, IF AT THE TIME OF CONSTRUCTION THE TOWN HAS AN ADOPTED SOIL EROSION CONTROL ORDINANCE, IT SHALL GOVERN OVER THIS REQUIREMENT. THIS PROVISION APPLIES TO ANY GRADING, CONSTRUCTION, OR INSTALLATION-RELATED ACTIVITIES.

THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER LINE SHALL BE THE POINT ON THE BANK OF THE NAVIGABLE STREAM UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER RECOGNIZED CHARACTERISTICS.

ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

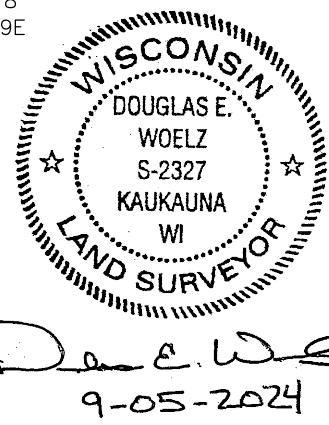
ESA RESTRICTIVE COVENANT:
LOTS 77 AND 78 CONTAIN AN ENVIRONMENTALLY SENSITIVE AREA (ESA) AS DEFINED IN THE 2040 BROWN COUNTY URBAN SERVICE AREA WATER QUALITY PLAN. THE ESA INCLUDES: WETLANDS, ALL LAND WITHIN 50 FEET OF MODERATELY SUSCEPTIBLE WETLANDS; FLOODWAY, ALL LAND WITHIN 30 FEET OF THE FLOODWAY OR 75 FEET BEYOND THE ORDINARY HIGH WATER LINE - WHICHEVER IS GREATER; NAVIGABLE WATERWAYS, ALL LAND WITHIN 75 FEET OF THE ORDINARY HIGH WATER LINE OF NAVIGABLE WATERWAYS; STEEP SLOPES OF 20% OR GREATER ASSOCIATED WITH ANY AFOREMENTIONED WATER OR NATURAL RESOURCE FEATURES AND A 20-FOOT SETBACK FROM TOP AND BOTTOM OF STEEP SLOPES DEVELOPMENT. ANY LAND DISTURBING ACTIVITIES ARE RESTRICTED IN THE ESA UNLESS AMENDMENTS ARE APPROVED BY THE BROWN COUNTY PLANNING COMMISSION AND THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES.

LOT DRAINAGE RESTRICTIVE COVENANT:
THE LAND ON ALL SIDE AND REAR LOT LINES OF ALL LOTS SHALL BE GRADED BY THE LOT OWNER AND MAINTAINED BY THE ABUTTING PROPERTY OWNERS TO PROVIDE FOR ADEQUATE DRAINAGE OF SURFACE WATER. GRADING ACTIVITIES WITH THE ESA AND ESA SETBACK AREAS ARE RESTRICTED UNLESS AN ESA AMENDMENT IS APPROVED BY THE BROWN COUNTY PLANNING COMMISSION, OR GRADING IS COMPLETED AS PART OF AN APPROVED GRADING AND STORMWATER MANAGEMENT PLAN.

WDNR NOTES:
THE WDNR SURFACE WATER VIEWER MAP IDENTIFIES WETLAND INDICATOR SOIL TYPES WITHIN THE SUBJECT PROPERTIES. DUE TO WETLANDS, INDICATOR SOILS, AND/OR WATERWAYS WITHIN THE SUBJECT PROPERTIES, COORDINATE WITH WISCONSIN DEPARTMENT OF NATURAL RESOURCES REGARDING POTENTIAL PROTECTIVE AREAS.

PER US ARMY REGULATORY GUIDANCE LETTER NO. 05-02, DATED JUNE 14, 2005: ALL APPROVED WETLAND DETERMINATIONS COMPLETED AND/OR VERIFIED BY THE US ARMY CORPS OF ENGINEERS MUST BE IN WRITING AND WILL REMAIN VALID FOR A PERIOD OF FIVE YEARS, UNLESS NEW INFORMATION WARRANTS REVISION OF THE DETERMINATION BEFORE THE EXPIRATION DATE, OR A DISTRICT ENGINEER IDENTIFIES SPECIFIC GEOGRAPHIC AREAS WITH RAPIDLY CHANGING ENVIRONMENTAL CONDITIONS THAT MERIT RE-VERIFICATION ON A MORE FREQUENT BASIS.

ATC NOTE:
THE TRANSMISSION LINE LOCATED WITHIN THE 150' TRANSMISSION LINE EASEMENT IS A 345,000 VOLT LINE, HIGHLY REGULATED AND PROTECTED. ANY PROPOSED DEVELOPMENT WITHIN THE 150' TRANSMISSION LINE EASEMENT SHALL BE SUBMITTED TO AND REVIEWED BY ATC. PSC 114 OF THE WISCONSIN ADMINISTRATIVE CODE DOES NOT ALLOW FOR A DWELLING TO BE UNDER OR WITHIN THE BLOWOUT OF A TRANSMISSION LINE. CONTACT ATC REAL ESTATE FOR REVIEW OF DWELLING PLACEMENT.



There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



McMAHON
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

OBJECTING AUTHORITIES:
- DEPARTMENT OF ADMINISTRATION

APPROVING AUTHORITIES:
- TOWN OF LAWRENCE
- CITY OF DE PERE
- BROWN COUNTY PLANNING COMMISSION

LAND SURVEYOR:
DOUGLAS E. WOELZ
McMAHON ASSOCIATES
1445 McMAHON DRIVE
NEENAH, WISCONSIN 54956
PHONE #920-751-4200

OWNER & SUBDIVIDER:
TOWN OF LAWRENCE
2400 SHADY CT
DE PERE WI 54115

LAWRENCE PARKWAY SECOND ADDITION

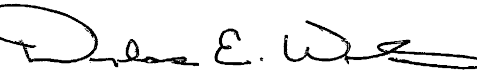
ALL OF LOTS 51 AND 67 OF LAWRENCE PARKWAY FIRST ADDITION, RECORDED AS DOCUMENT NO. 3050307, LOCATED IN LOTS 76, 77 AND 78
ACCORDING TO THE RECORDED PLAT OF THE SUBDIVISION OF WILLIAM’S GRANT, TOWN OF LAWRENCE, BROWN COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S–2327, certify that I have surveyed, divided and mapped all of Lots 51 and 67 of Lawrence Parkway First Addition, recorded in the office of the Register of Deeds for Brown County, Wisconsin on November 08, 2023, as Document No. 3050307, located in part of Lots 76, 77 and 78 according to the recorded plat of The Subdivision of the William’s Grant, Town of Lawrence, Brown County, Wisconsin containing 1,083,429 square feet (24.872 acres) of land more or less.

That I have made such survey, land division, and plat under the direction of the owner of said land. That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made. That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision regulations of the Town of Lawrence and Brown County in surveying, dividing and mapping the same.

Dated this 5th day of September, 2024



Douglas E. Woelz, PLS–2327
Wisconsin Professional Land Surveyor



OWNER CERTIFICATE DEDICATION

Town of Lawrence, as Owners, we hereby certify that we caused the land described on this Plat to be surveyed, divided, mapped and dedicated as represented on the Plat. We also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection.

Department of Administration
Town of Lawrence
City of De Pere
Brown County Planning Commission

Dated this _____ day of _____, 20____.

Dr. Lanny J. Tibaldo,
Town Chairperson

Cindy Kocken
Town Clerk

State of Wisconsin)
)ss
Brown County)

Personally appeared before me on the _____ day of _____, 20____, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Notary Public

Brown County, Wisconsin

My commission expires _____

TOWN OF LAWRENCE APPROVAL

We hereby certify that Lawrence Parkway Second Addition in the Town of Lawrence, Brown County was approved and accepted by the Town Board of the Town of Lawrence on this _____ day of _____, 20____.

Town Chairperson – Dr. Lanny J. Tibaldo Date

STATE OF WISCONSIN

)ss

COUNTY OF BROWN

I, Cindy Kocken, being the duly elected, qualified and acting clerk of the Town of Lawrence, Brown County do hereby certify that the Town Board of the Town of Lawrence passed by voice vote on this _____ day of _____, 20____ authorizing me to issue a certificate of approval of Lawrence Parkway Second Addition, Town of Lawrence as owners, upon satisfaction of certain conditions, and I do also hereby certify that all conditions were satisfied and the APPROVAL WAS GRANTED AND EFFECTIVE ON THE _____ day of _____, 20____.

Dated _____

Clerk – Cindy Kocken

CERTIFICATE OF TREASURERS

As duly elected Town Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in Lawrence Parkway Second Addition as of the date listed below:

Town Treasurer Date
Cindy Kocken

CERTIFICATE OF TREASURERS

As appointed Brown County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in Lawrence Parkway Second Addition as of the date listed below:

County Treasurer Date
Charles Mahlik

CITY OF DE PERE APPROVAL

Approved by the City of De Pere Common Council on this _____ day of _____, 20____.

Carey E. Danen, City Clerk Date

BROWN COUNTY PLANNING COMMISSION APPROVAL

Approved by the Brown County Planning Commission this _____ day of _____, 20____.

Devin Yoder, Senior Planner
Brown County Planning Commission

There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),
Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration





City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

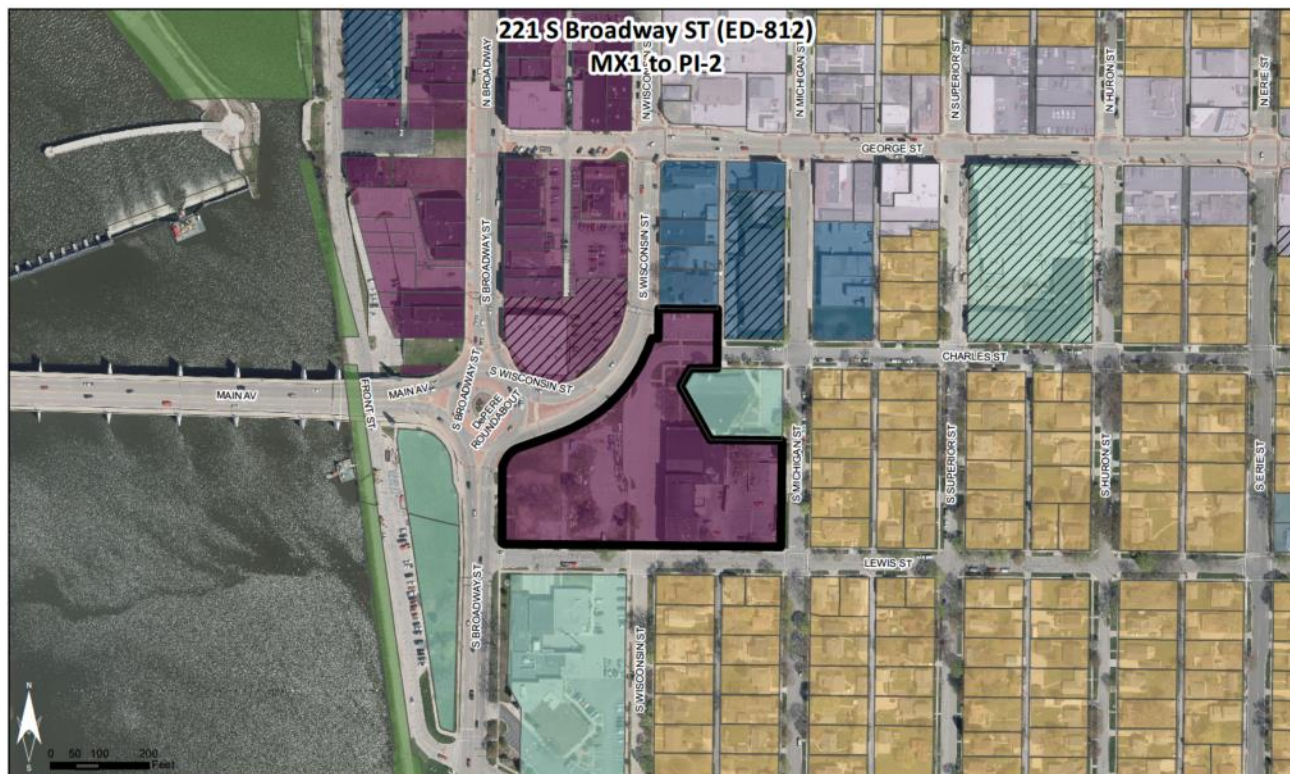
SUBJECT: Consideration and possible action for a zoning map amendment from MX1 (Downtown Mixed-Use) to PI-2 (Campus Public & Institutional District) at 221 S Broadway ST (Parcel ED-812).*

ATTACHMENTS:

- PC Report - Zoning Map Amendment (DOCX)
- Master Plan and Application Form - 11 Sep 2024 (PDF)
- Zoning Map Amendment - Mulva (PDF)
- Map and Legal Description - 02 Aug 2024 (DOCX)

- Item 5: Consideration and possible action for a zoning map amendment from MX1 (Downtown Mixed-Use) to PI-2 (Campus Public & Institutional District) at 221 S Broadway ST (Parcel ED-812).*

SITE MAP



REQUESTED ACTION:	Zoning Map Amendment Request.
COMMON DESCRIPTION:	221 S Broadway ST, located northeast of the S Broadway ST and Lewis ST intersection.
SURROUNDING LAND USES:	Church (PI-1), businesses (GX1), and multi-unit residential (GX-1) to the north and east. Detached and two-unit houses (R2-45) to the south and east. City Hall/Police/Fire and park to the south and west.
COMPREHENSIVE PLAN:	Commercial and Institutional/Governmental Facilities.
APPLICANT / OWNERS:	<u>Authorized Representative and Property Owner</u> De Pere Cultural Foundation INC Mulva Cultural Center ATTN: Marvin Wall 221 S Broadway ST De Pere, WI 54115
LAND USE HISTORY:	After a review of air photographs, the site developed to a cultural center use in the early 2020's.

STAFF REVIEW:

When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed rezoning complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

Existing Zoning District

When the new Zoning Map and Zoning Ordinance were adopted in January 2023, the subject property was placed into a MX1 District as the best fit for a site plan that was already under construction for a cultural center. At the time, there were minimal regulations for a good fit under the PI-1 District, and there was no institutional master plan to accommodate a change to a PI-2 District. Thus, a fit for MX1 was the best option at the time to match the previous zoning district.

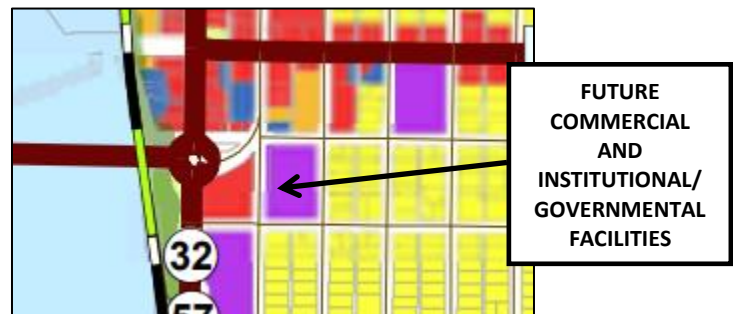
Since then, the cultural center has drafted an institutional master plan to accommodate regulations that are specific to the use. The regulations that are different from MX1 are listed in the right column of a series of tables found within the institutional master plan. Most changes reflect the existing construction on the site. One significant change is a desire to change the exterior illuminated wall sign in the southeast corner of the building into an electronic messaging sign.

This zoning map amendment, if approved, will change the zoning district to allow the petitioner to better accommodate a cultural center use in a PI-2 District.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. The 2010 Comprehensive Plan Update identifies future land uses as Commercial and Institutional/Governmental Facilities.

CLIP FROM FUTURE LAND USE MAP



Desired Development Patterns

If part of the Zoning Map changes from MX1 to PI-2, as written in the proposed institutional master plan, then 14 residential, public and civic, commercial, industrial, recycling, and agricultural uses are permitted with 1 conditional use. The uses are summarized in the institutional master plan "Part B. Table of Uses".

The site is vehicle accessible with street frontage on Broadway ST, Lewis ST., S Michigan ST, and Wisconsin ST. There are developed sidewalks and bicycle lanes along the street frontage.

Institutional Master Plan Review

Most of the institutional master plan was drafted so that the existing building and regulations for PI-2 comply with approved site plans from 2020 and 2022. To easily compare differences between MX1 (that went into effect after the site plans were approved) and the proposed PI-2 institutional master plan, a column was added at the right end of each Table with a summary of the differences.

The most significant change is a proposed 350 SF area for electronic message signage on the west façade of the building. An electronic message sign is prohibited in the MX1 District but may be allowed in a PI-2 District if approved as part of an institutional master plan. Table “Part G. Sign Regulations” in the institutional master plan summarizes the sign regulations. In summary:

- Electronic message signage is allowed as all or part of an existing wall sign on the west façade (facing S Broadway ST).
- The specific existing sign area is 330 SF in area.

From Zoning Ordinance 14-113(4), eight of the eleven supplemental regulations for electronic message apply if the zoning changes to PI-2. The following table summarizes all the supplemental regulations, with a summary of why four of the supplemental regulations would no longer apply:

Regulation	Regulation Applies?
(a) EMS must not be utilized as a stand-alone sign and must be incorporated into or attached to an otherwise allowed wall or freestanding sign so that separation between the 2 signs is limited to one foot.	No – The request to deviate would allow a stand-alone wall sign.
(b) EMS may not occupy more than 30% of the sign area.	No – The request to deviate would allow the sign area to be 100%.
(c) EMS are allowed on monument and pole signs.	Yes
(d) EMS must be perpendicular to the street frontage.	No – The request to deviate is due to the existing sign being parallel to the street.
(e) EMS must have a minimum display time of 8 seconds.	No – The request to deviate to a minimum display time of 60 seconds addresses concerns with distracting nearby traffic.
(f) The transition time between messages and/or message frames is limited to 3 seconds and these transitions may employ fade, dissolve, and/or other transition effects. Flashing or video is prohibited.	Yes

(g) The EMS must be equipped with photosensitive equipment which automatically adjusts the brightness and contrast of the sign in direct relation to the ambient outdoor illumination. The sign must not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500 nits (candelas per square meter) between dusk to dawn as measured from the sign's face at maximum brightness. Such sign may not be illuminated at a level greater than necessary for adequate visibility. Message center signs that are found to be too bright must be modified upon an order by the city.	Yes
(h) Including an EMS as part of a permanent sign will prohibit the use of any portable signs.	Yes
(i) EMS signs may not display off-premise commercial advertising.	Yes
(j) EMS signs in mixed-use districts must be extinguished (turned off) between 30 minutes after the close of all businesses on the lot and 30 minutes before the opening of any business on the same lot.	Yes
(k) EMS signs in the special districts must be extinguished (turned off) between 10:00p.m. and 6:00 a.m.	Yes

NEIGHBOR OUTREACH

Staff notified all City property owners within 300 feet of the subject area about the application via mail. The authorized representative was encouraged to but may not have notified the property owners separately.

At the time this report was written, one email was received about the zoning map amendment. There was no concern. Any additional comments will be shared at the time of the Plan Commission meeting.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request for a zoning map amendment from MX1 (Downtown Mixed-Use) to PI-2 (Campus Public & Institutional District) at 221 S Broadway ST. A zoning map amendment must comply with the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.



Planning/Zoning Application

Planning & Zoning Department

5.b

Submitted On:

Aug 2, 2024, 09:07AM EDT

Parcel Number: (Include ALL parcels)	ED-812
Nearest property address to the project site:	Street Address: 221 S Broadway St De Pere WI 54115 City: De Pere State: WI Zip: 54115
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning)
Current De Pere Zoning Districts:	MX1
Proposed De Pere Zoning Districts:	PI-2
Existing Site Land Uses:	Public & Civic
Proposed Site Land Uses:	Public & Civic
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a preapplication meeting?	Yes
Property Owner:	First Name: De Pere Cultural Foundation, Inc Last Name: Mulva Cultural Center
Is the property owner's address the same as the nearest property address?	Yes
Property Owner's Phone Number:	9203098200
Property Owner's Email Address:	mwall@mulvacenter.org
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	First Name: Marvin Last Name: Wall
Authorized Representative's Business Name:	De Pere Cultural Foundation, Inc DBA Mulva Cultural Center
Authorized Representative's Phone Number:	9202780122

Authorized Representative's Email Address:		mwall@mulvacenter.org	5.b
Please attach an EXHIBIT MAP with the zoning boundary.		Dime Map.png	
Please attach a WORD DOCUMENT with the boundary legal description.		Parcel ED-812.docx	
How do you plan on paying for your application?		Mail a check	
Total Due:		\$350.00	
Signature Data	First Name: Marvin Last Name: Wall Email Address: mwall@mulvacenter.org		
			
		Signed at: August 2, 2024 9:07am America/New_York	
User's Session Information		IP Address: 99.188.23.69 Referrer URL:	



**MASTER PLAN
FOR
ZONING MAP AMENDMENT
FROM MX-1 DISTRICT TO PI-2 DISTRICT**

**221 South Broadway Street
De Pere, WI 54115**

**Document prepared by Marvin Wall, President
Mulva Cultural Center**

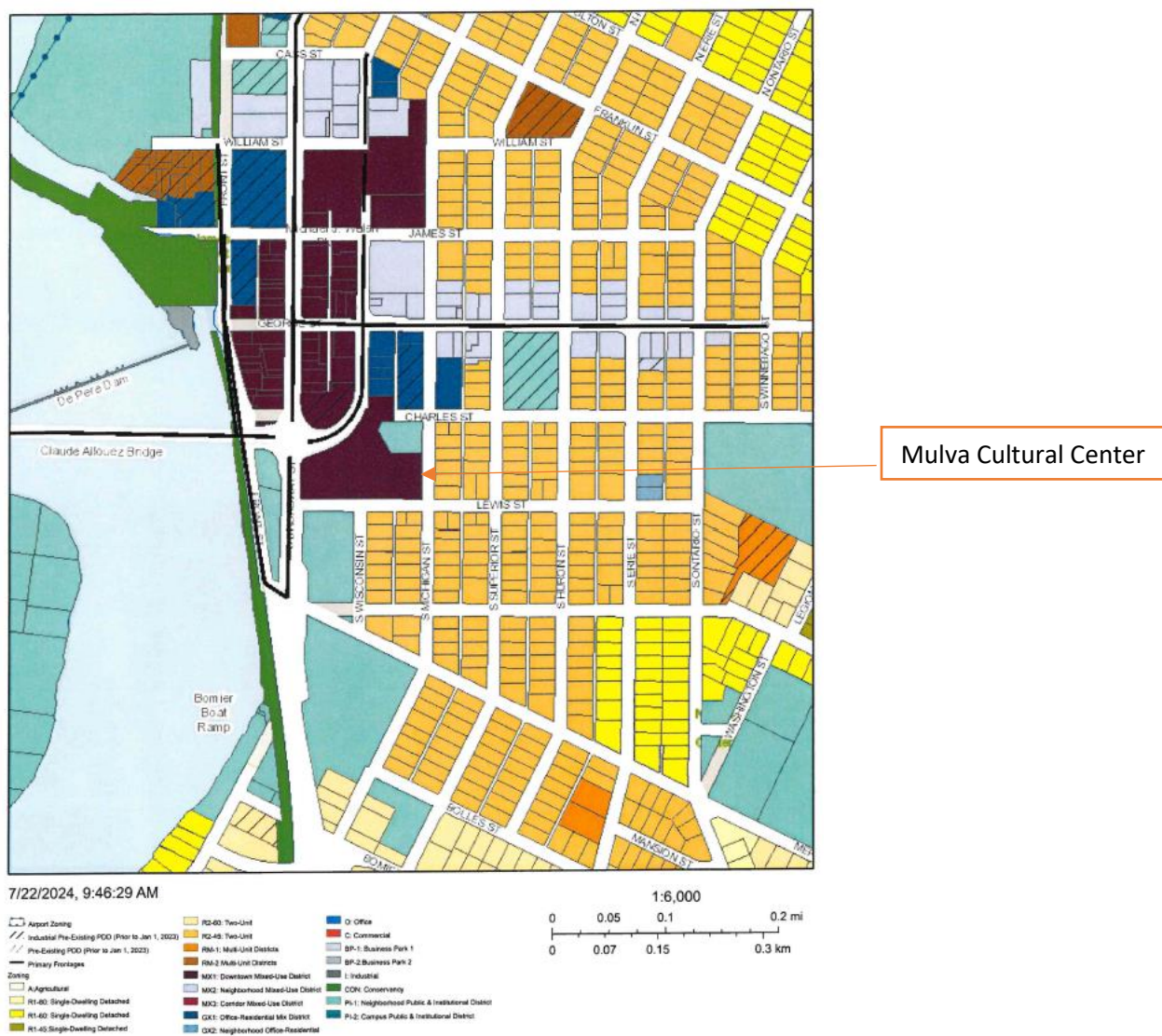
1. Purpose

De Pere Cultural Foundation, Inc., (dba. Mulva Cultural Center) is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code.

We are petitioning the City of De Pere to amend our zoning classification to PI-2. The zoning designation of PI-2 was not available when the Mulva Cultural Center was assigned the designation of MX-1. We feel the new designation of PI-2 more accurately aligns with the location and use of the property.

2. Planning area

The Mulva Cultural Center Master Plan applies to parcel ED-812 which encompasses the entire property of the Center.



Legal description

Lot 1, Volume 54 Certified Survey Maps, :page 312, Map Number 7902, Document No. 2415438, Brown County Records, together with that portion of vacated S Wisconsin Street as described in Document Number 2933859, and also together with that portion of vacated Charles Street as described in Document Number 2941240, Brown County Records being located in part of the original plat of De Pere and Part of Dickinson's Addition to the Original Plat of De Pere, all located in parts of Private Claims 32 and 33, East Side of the Fox River, City of De Pere, Brown County, Wisconsin

See site plan in attachment A

3. Existing Property Use

The Mulva Cultural Center is a 77,000 sq ft structure. See Attachment B for floor Plan for each of the three floors of the Center.

The Mission of the Mulva Cultural Center is to offer world-renowned arts and exhibits inside an iconic cultural center in the heart of historic downtown De Pere, Wisconsin.

The property use is in line with the original De Pere Cultural District Master Plan developed in 2018, [Click link here for Plan.](#)

4. Uses and Development Envelope

See Approved Site plan – Attachment A

5. Transportation Plan

See attachment C for the transportation plan developed for the center. This plan was approved by the City.

6. Landscape Plan

See attachment D for the landscape plan that was approved and the most recent site plan.

7. Zoning Ordinance

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART A. TABLE OF BUILDING REGULATIONS			
DISTRICTS AND DIFFERENCES			
Building Sitings	Existing MX1	Proposed PI-2	Differences
Minimum Primary Frontage Coverage (%)	95	90	95 to 90 to reflect existing site
Primary Frontage Build-to Zone (feet)	0 to 5	5 Setback Minimum	0 to 5 Build-to Zone changed to a 5 Setback
Non-Primary Frontage Build-to Zone (feet)	0 to 10	5 Setback Minimum	0 to 10 Build-to Zone changed to a 5 Setback
Minimum Side Setback (feet)	0; 5, if abutting other building type	5 Setback Minimum	Same
Minimum Rear Setback (feet)	10; 0 if abutting an alley	5 Setback Minimum	10 Setback reduced to 5 Setback
Maximum Site Impervious Coverage (%) Additional Semi-Pervious Coverage (%)	90	90	Same
Surface or Accessory Parking Yard Location	Rear	Rear	Same
Refuse & Recycling, Utilities, & Loading Yard Location	Rear	Rear	Same
Permitted Driveway Access Location	Alley only; if no alley exists, off non-primary street	Alley only; if no alley exists, off non-primary street	Same
Permitted Garage Entry Facade Location	Rear or non-primary street facade	Rear or non-primary street facade	Same
Height			
Overall: Minimum Height (Stories) Maximum Height (Stories)	2 None, step backs required	2 None, step backs required	Same
Maximum Height (feet)	None	None	
Ground Story: Minimum Height (feet) Maximum Height (feet)	14 18	14 None	18 maximum height changed to none for maximum height
Upper Stories: Minimum Height (feet) Maximum Height (feet)	9 12	9 None	12 maximum height changed to none for maximum height
Uses			
Primary Frontage Ground-Story Allowed Uses	All uses allowed in accordance with Article VII (Zoning Ordinance)	See "Part B. Table of Uses"	Permitted uses must be established by Master Plan
Non-Primary Frontage, All Upper Stories, & Basement Allowed Uses	All uses allowed in accordance with Article VII (Zoning Ordinance)	See "Part B. Table of Uses"	Permitted uses must be established by Master Plan
Allowed Parking Location within Building	Permitted fully in any basement and behind required occupied space of all other stories	Permitted fully in any basement and behind required occupied space of all other stories	Same
Minimum Depth of Occupied Building Space along Primary Frontage Façade (feet)	20 all full height floors; not required in any basement	20 all full height floors; not required in any basement	Same
Façade & Cap Requirements			
Minimum Transparency: Ground-Story Primary Frontage Facades (%)	70 measured between 2 and 8 feet above sidewalk	70	Height range for measurement removed

Minimum Transparency: All Street Facades & Facades Visible from any Street (%)	15, measured per story of all stories	15, measured per story of all stories	Same
Minimum Primary Frontage Principal Entrances	Principal entrances 1 per every 60 feet of facade, recessed between 3 and 8 feet, up to 8 feet wide	1 entrance minimum for each guest parking lot and bus loading	Primary entrance aligned for parking / bus entrance
Entrance/Ground-Story Elevation (feet)	Within 1.5 of adjacent sidewalk grade	1 entrance minimum for each guest parking lot and bus loading	Primary entrance aligned for parking / bus entrance
Ground-Story Vertical Facade Divisions on Primary Frontage Facades	One shadow line per every 30 feet of facade width	One shadow line per every 30 feet of facade width	Same
Horizontal Facade Divisions on Primary Frontage Facades	One shadow line within 3 feet of the top of the ground-story on any street façade including building variety.	One shadow line within 3 feet of the top of the ground-story on any street façade including building variety.	Same
Permitted Building Cap Types	Flat; tower permitted	Parapet, flat, pitched, other; tower permitted	Parapet, pitched, and other added
Building Facade Material	See 14-91 (Zoning Ordinance) for major and minor facade materials	See 14-91 (Zoning Ordinance) for major and minor facade materials	Same

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART B. TABLE OF USES			
DISTRICTS AND DIFFERENCES			
Public and Civic	Existing MX1	Proposed PI-2	Differences
Library or Cultural Center	Permitted	Permitted	Same
Commercial			
Assembly and Entertainment: Large	Prohibited	Permitted	Prohibited use changes to a permitted use
Eating and Drinking Places: Restaurant	Permitted	Permitted	Same
Eating and Drinking Places: Bar	Permitted	Permitted	Same
Office	Permitted	Permitted	Same
Parking, Non-accessory	Permitted	Permitted	Same
Retail Sales: Convenience Goods	Permitted	Permitted	Same
Retail Sales: Consumer Shopping Goods	Permitted	Permitted	Same
Industrial			
Fabrication and Production: Artisan	Permitted	Permitted	Same
Accessory			
Amateur Radio Service Antenna	Permitted	Permitted	Same
Electrical Vehicle Charging Station	Permitted	Permitted	Same
Geothermal Energy System	Permitted	Permitted	Same
Satellite Dish Antenna	Permitted	Permitted	Same
Solar Energy System	Permitted	Permitted	Same
Other			
Wireless Telecommunications	Conditional Use per Zoning Ordinance 14-79	Conditional Use per Zoning Ordinance 14-79	Same

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART C. TABLE OF PARKING AND ACCESS			
DISTRICTS AND DIFFERENCES			
Public and Civic	Existing MX1	Proposed PI-2	Differences
Library or Cultural Center	1 per 2 employees + 1 per 600 SF	1 per 2 employees + 1 per 600 SF	Same
Commercial			
Assembly and Entertainment: Large	With fixed seating=1 per 6 seats; Without fixed seating=1 per 200 SF	Per Library or Cultural Center Use	1 per 6 seats changed to 1 per 600 SF
Eating and Drinking Places: Restaurant	1 per 200 SF	Per Library or Cultural Center Use	1 per 200 SF changed to 1 per 600 SF
Eating and Drinking Places: Bar	1 per 200 SF	Per Library or Cultural Center Use	1 per 200 SF changed to 1 per 600 SF
Office	1 per 400 SF	Per Library or Cultural Center Use	1 per 400 SF changed to 1 per 600 SF
Parking, Non-accessory	None	None	Same
Retail Sales: Convenience Goods	1 per 400 SF	Per Library or Cultural Center Use	1 per 400 SF changed to 1 per 600 SF
Retail Sales: Consumer Shopping Goods	1 per 400 SF	Per Library or Cultural Center Use	1 per 400 SF changed to 1 per 600 SF
Industrial			
Fabrication and Production: Artisan	1 per 1.5 employees	Per Library or Cultural Center Use	1 per 1.5 employees changed to 1 per 600 SF
Accessory			
Amateur Radio Service Antenna	None	None	Same
Electrical Vehicle Charging Station	None	None	Same
Geothermal Energy System	None	None	Same
Satellite Dish Antenna	None	None	Same
Solar Energy System	None	None	Same
Other			
Wireless Telecommunications	None	None	Same

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART D. BUILDING AND SITE DESIGN			
DISTRICTS AND DIFFERENCES			
Major Façade Material	Existing MX1	Proposed PI-2	Differences
Brick: Full dimensional, Unit Face Brick	Permitted	Permitted	Same
Brick: Economy size, or thin, veneer	Prohibited	Prohibited	Same
Concrete Masonry Units: architectural, minimum 3" depth, "artisan stone" look, varied sizes, (Eschelon Masonry or approved equal), "stone" face, "hewn stone", rock cut	Permitted	Permitted	Same
Concrete Masonry Units: minimum 3" depth, split-faced, burnished/ground face, glazed, or honed, painted/tinted/textured tilt-up concrete	Prohibited	Prohibited	Same
Fiber Cement Board: Finished lap siding or shingles	Permitted on Commercial Manor building & Row Building only	Permitted on Commercial Manor building & Row Building only	Same
Glass: Curtain Wall System:	Permitted, except on Commercial Manor & Row Building	Permitted, except on Commercial Manor & Row Building	Same
Metal: metal panel system with 35% ground level brick, approved concrete masonry units, or stone	Permitted	Permitted	Same
Stone: Natural Veneer	Permitted	Permitted	Same
Wood: Painted, stained, or treated lap siding, shingles	Permitted on Commercial Manor building & Row Building only	Permitted on Commercial Manor building & Row Building only	Same
Minor Façade Materials			
Brick: Economy size, or thin, veneer	Permitted (100% - non-street facades only)	Permitted (100% - non-street facades only)	Same
Concrete Surfaces: textured unfinished	Prohibited	Prohibited	Same
Concrete Surfaces: finished stained, painted, treated	Permitted (30% - below first floor only)	Permitted (30% - below first floor only)	Same
Concrete Masonry Units: minimum 3" depth, split-faced, burnished/ground face, glazed, or honed	Permitted (100% - non-street facades only)	Permitted (100% - non-street facades only)	Same
Fiber Cement Board, Composite: finished panels	Permitted (30% - a major material is required at grade up to 2 feet and adjacent to entrances)	Permitted (30% - a major material is required at grade up to 2 feet and adjacent to entrances)	Same
Glass: curtain wall system:	Permitted (30%)	Permitted (30%)	Same
Glass Block	Permitted (20% - non-street facades only)	Permitted (20% - non-street facades only)	Same
Metal: metal panel system	Permitted (30% - a major material is required at grade up to 2 feet and adjacent to entrances)	Permitted (30% - a major material is required at grade up to 2 feet and adjacent to entrances)	Same
Metal, Composite: aluminum composite materials (ACM) or panels (ACP)	Permitted (20% - non-street facades only)	Permitted (20% - non-street facades only)	Same

Metal Siding: coated siding	Prohibited	Prohibited	Same
Metal, Corten: Panels or panel system	Permitted (30%)	Permitted (30%)	Same
Stucco: cement-based, 2-3 layer hard coat	Permitted (30% - third or higher stories)	Permitted (30% - third or higher stories)	Same
Stucco: synthetic or with elastomeric finishes	Permitted (30% - third or higher stories)	Permitted (30% - third or higher stories)	Same
Terra Cotta or Ceramic: tiles or panels	Permitted (20%)	Permitted (20%)	Same
Translucent Panel System: double-wall, polycarbonate panels	Permitted (20%)	Permitted (20%)	Same
Vinyl Siding: minimum .42 inches thick	Prohibited	Prohibited	Same
Wood: natural, aged lap siding, shingles, rain screen system	Permitted (30%)	Permitted (30%)	Same
Wood, Composite: rainscreen system	Permitted (30%)	Permitted (30%)	Same
Allowed Detail and Accent Materials			
Concrete Details: precast stone ornamentation, lintels, sills, banding, columns, beams	Permitted	Permitted	Same
Fiber Cement Details: trim soffits	Permitted	Permitted	Same
Metal Details: trim ornamentation, lintels, beams, columns	Permitted	Permitted	Same
Wood and Wood Composite Details: painted/treated trim, soffits, other approved details	Permitted	Permitted	Same
Prohibited Materials			
Stucco Mouldings or Synthetic Stucco Mouldings: trim, sills, cornices, banding, columns, pilasters, or other 3-dimensional details	Prohibited	Prohibited	Same
Wood: unfinished, untreated plywood and wood panels	Prohibited	Prohibited	Same

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART E. LANDSCAPE AND SCREENING			
Landscape and Screening Locations	DISTRICTS AND DIFFERENCES		
	Existing MX1	Proposed PI-2	Differences
Street Right-of-way Trees	One large tree per 35 feet of street frontage. Spacing may not exceed 75 feet apart. Located within pervious landscape areas or within tree wells.	Existing landscaping per City approved Landscaping Plan that is attached to Master Plan. Future landscaping and screening per Zoning Ordinance in effect at time of future site plans.	Existing landscaping was approved prior to the current Zoning Ordinance but complies with approved Landscape Plan.
Parking Lot Screening	Screening required for parking lots within 100 feet of a right-of-way. Screening area is at least 3 feet in width with a vegetative screen (hedge) that is at least 3 feet tall year round, or a screening wall that is 3 feet to 3.5 feet tall. Additional screening requirements for abutting R Districts, but there are none for this specific site.	Existing landscaping per City approved Landscaping Plan that is attached to Master Plan. Future landscaping and screening per Zoning Ordinance in effect at time of future site plans.	Existing landscaping was approved prior to the current Zoning Ordinance but complies with approved Landscape Plan.
Parking Lot Interior Landscaping	At least one large tree per 20 parking spaces in islands or medians, bordered by a paved surface on at least two sides, and the island or median must be at least 7 feet wide. No more than 20 parking spaces in an individual row between islands or medians.	Existing landscaping per City approved Landscaping Plan that is attached to Master Plan. Future landscaping and screening per Zoning Ordinance in effect at time of future site plans.	Existing landscaping was approved prior to the current Zoning Ordinance but complies with approved Landscape Plan.
Foundation Landscaping	None.	Future landscaping and screening per Zoning Ordinance in effect at time of future site plans.	Existing landscaping was approved prior to the current Zoning Ordinance but complies with approved Landscape Plan.

Notes:

- The current landscaping on the site complies with the Landscape Plan that was approved as part of the Mulva Cultural Center site plan.
- Zoning Ordinance options may be used if a variation in the specific regulation may be required. For example, adjusting locations due to easements, visibility, and other obstructions.

MASTER PLAN FOR MULVA CULTURAL CENTER

PROPOSED ZONING MAP AMENDMENT FROM MX1 TO PI-2

PART F. MAXIMUM NUMBER OF SIGN TYPES

DISTRICTS AND DIFFERENCES			
Maximum Number of Sign Types	Existing MX1	Proposed PI-2	Differences
Maximum Number of Sign Types	2	3	2 types increases to 3 types.

PART G. SIGN REGULATIONS

REGULATIONS AND DIFFERENCES								
Sign Type	Zoning District	Max number per Street Frontage	Maximum Height (ft.)	Maximum Area (sq. ft.)	Minimum Clearance	Minimum Setback (ft.)	Allowed Illumination	Differences
Art	Existing MX1	1	8	40	NA	5	External, backlit, internal	Same
	Proposed PI-2	1	8	40	NA	5	External, backlit, internal	
Business Center	Existing MX1	1	6	80	NA	5	External, backlit	Same
	Proposed PI-2	1	6	80	NA	5	External, backlit	
Electronic Message	Existing MX1	Allowed only as part of a Business Center, Marquee, or Monument sign face.						Change allows electronic messages on the wall sign that faces Broadway ST.
	Proposed PI-2	Allowed as part of a Business Center, Marquee, or Monument sign face. Also allowed as part of a Wall sign on the west façade (facing Broadway ST)						
Monument	Existing MX1	1	6	30	NA	5	External, backlit, EMS	30 maximum are increased to 50
	Proposed PI-2	1	6	50	NA	5	External, backlit, EMS	
Wall	Existing MX1	1 per tenant on first floor with street frontage	20; higher by plan commission approval	25 (each sign) or 1 per linear foot of frontage (each sign), not to exceed 75	NA	NA	External, backlit, internal if lettering only	Maximum Number, and Maximum Area are not new changes; rather, the proposed regulations are similar to a past Plan Commission approval. EMS added as new illumination option.
	Proposed PI-2	1 per street frontage on first floor 1 additional on west facade (Broadway ST)	Below parapet, 20 if no parapet exists	650 on north façade (Wisconsin ST) 55 on west façade-1 st sign (Broadway ST)	NA	NA	External, backlit, internal if lettering only	

				330 on west façade-2 nd sign (Broadway ST) 15 on south façade (Lweis ST) 15 on east façade (Michigan ST)				
Window	Existing MX1	1 per street fronting window (2 window signs maximum)	NA	30% of first floor street fronting window area	NA	Inside window only	NA	Same
	Proposed PI-2	1 per street fronting window (2 window signs maximum)	NA	30% of first floor street fronting window area	NA	Inside window only	NA	
Interior (visible from ROW)	Existing MX1	1 per street fronting window (2 interior signs maximum)	NA	30% of first floor street fronting window area	NA	5 (from interior window)	NA	Same
	Proposed PI-2	1 per street fronting window (2 interior signs maximum)	NA	30% of first floor street fronting window area	NA	5 (from interior window)	NA	

Notes:

- A. In 2020, Plan Commission approved two wall signs at 221 S Broadway that did not comply with current MX1 regulations. The proposed PI-2 regulations in the master plan make the two signs permissible.
- B. Regulations for specific sign types, as well as construction, installation, and maintenance regulation are in Zoning Ordinance Sections 14-114 and 14-115.

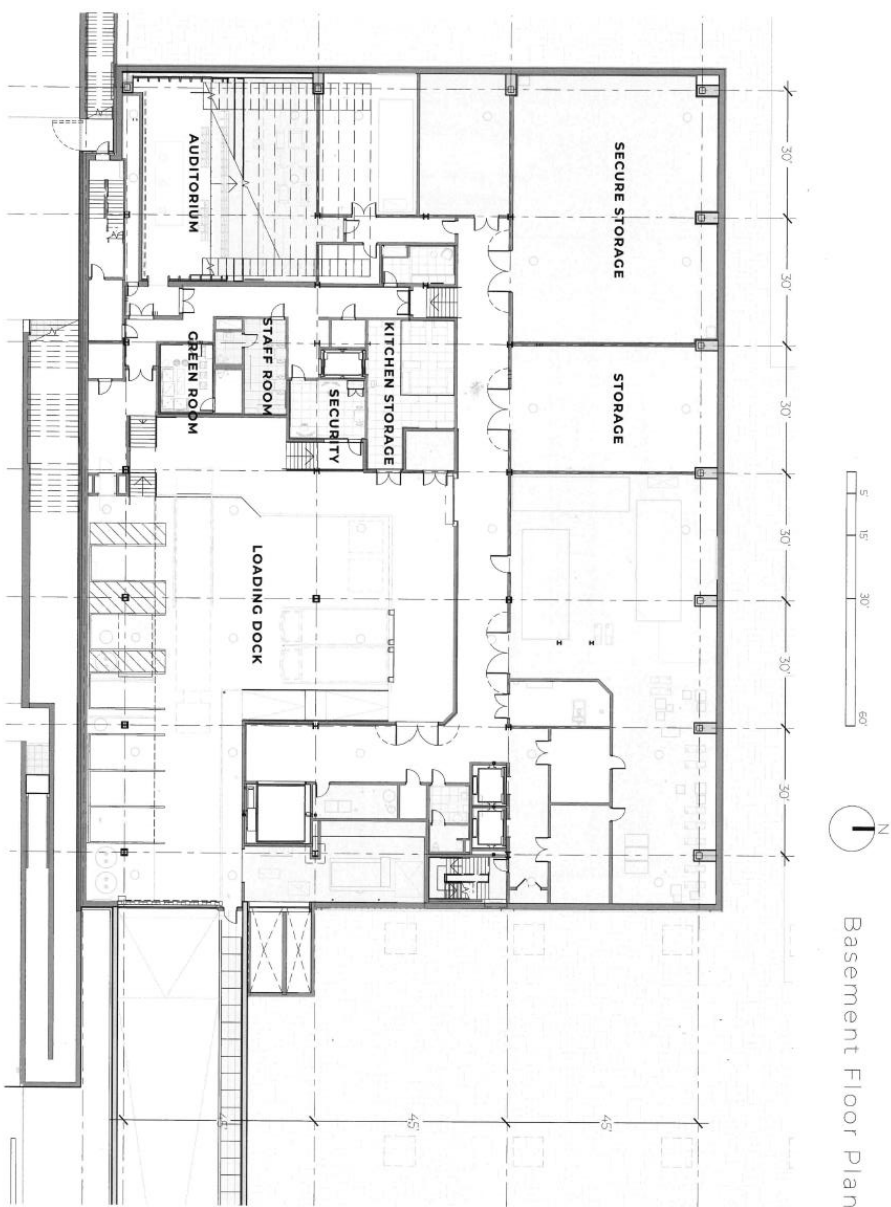
8. Principal Use

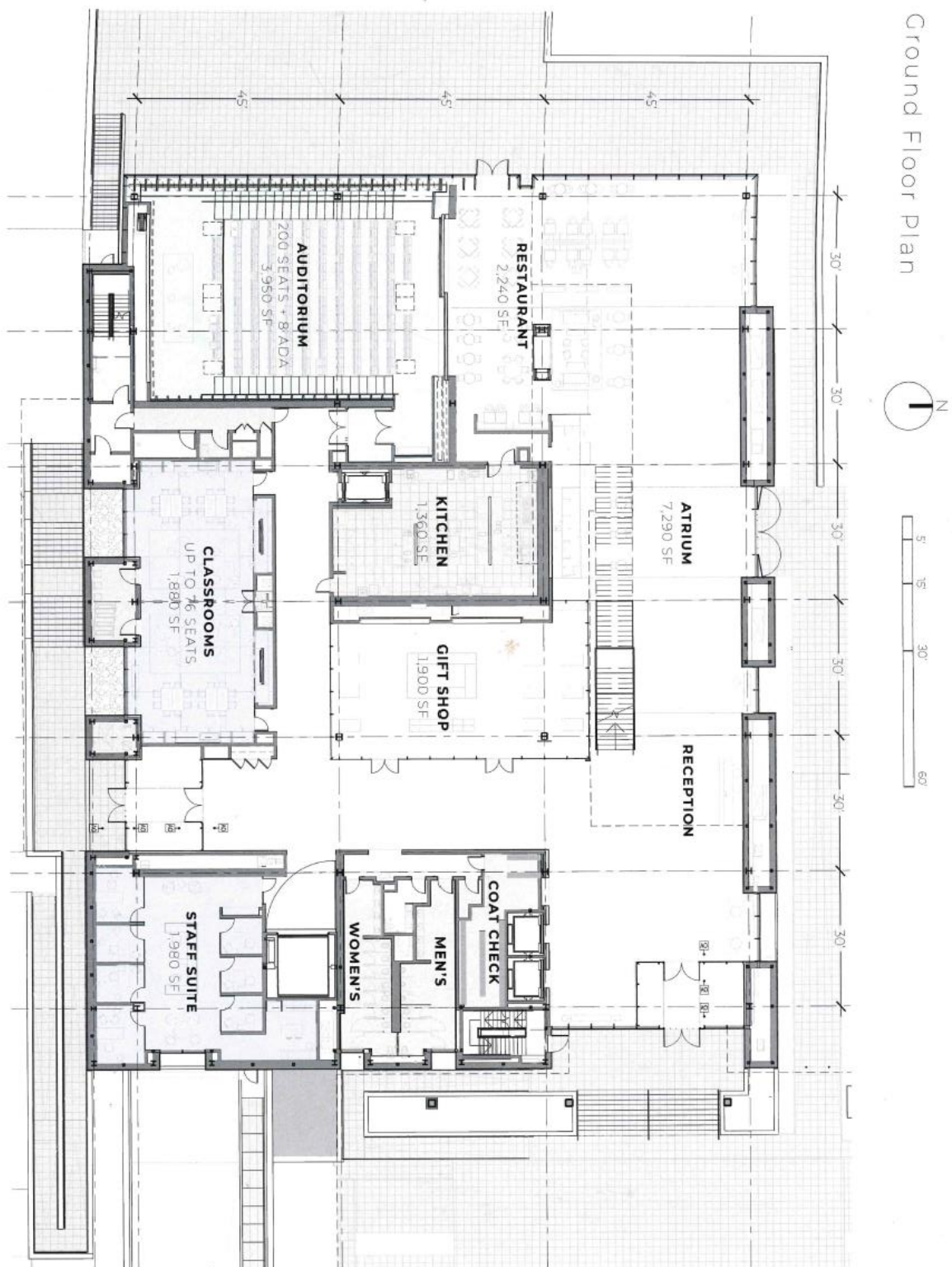
Following are applicable categories for the principal use table:

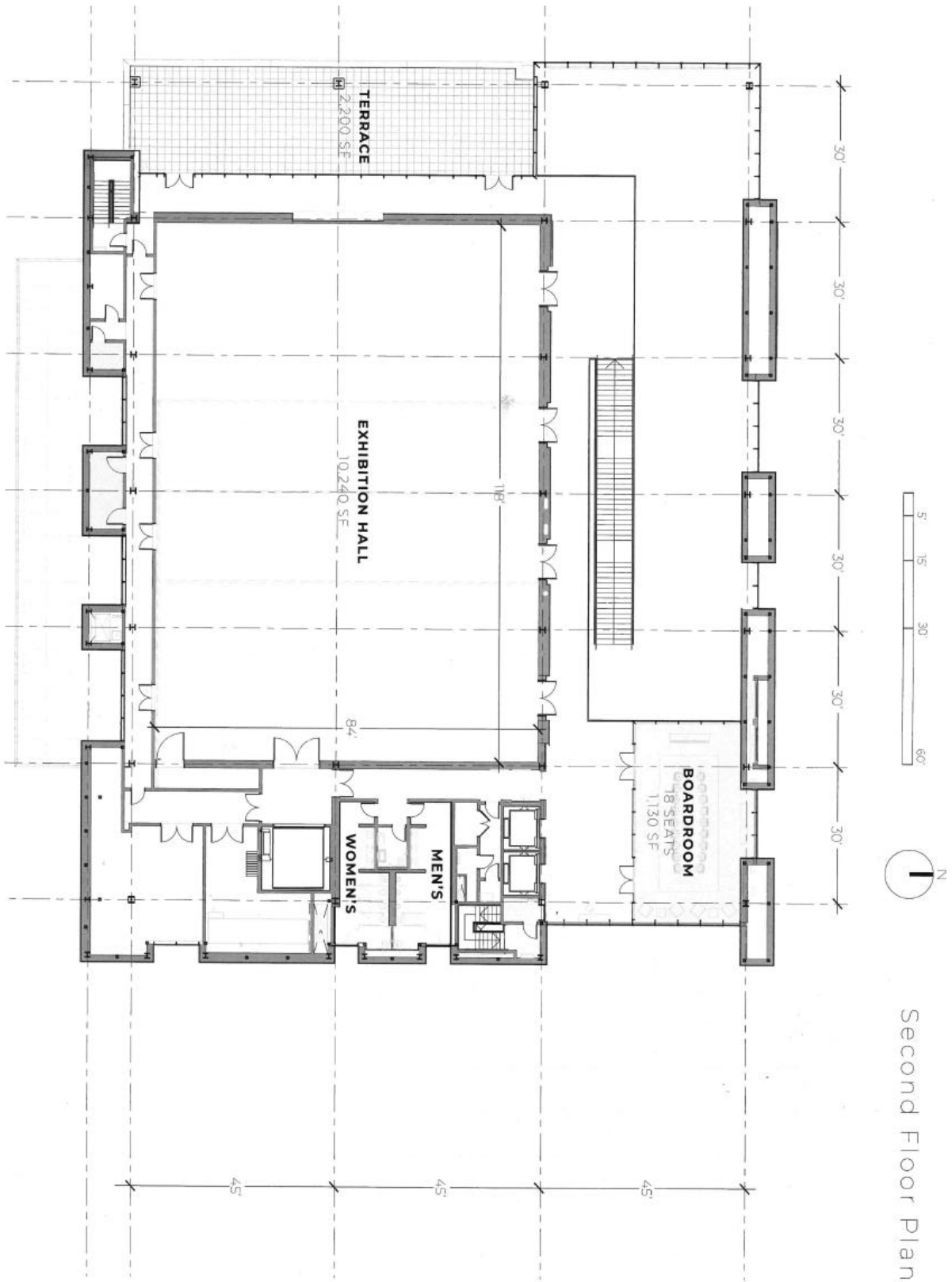
- Assembly and Entertainment
 - Small
 - Large
- Eating and Drinking Places
 - Restaurant
 - Bar
- Office
- Parking, Non-Accessory
- Retail Sales
 - Consumer Shopping Goods

Attachment A
Approved Site Plan

Attachment B – Floor Plan







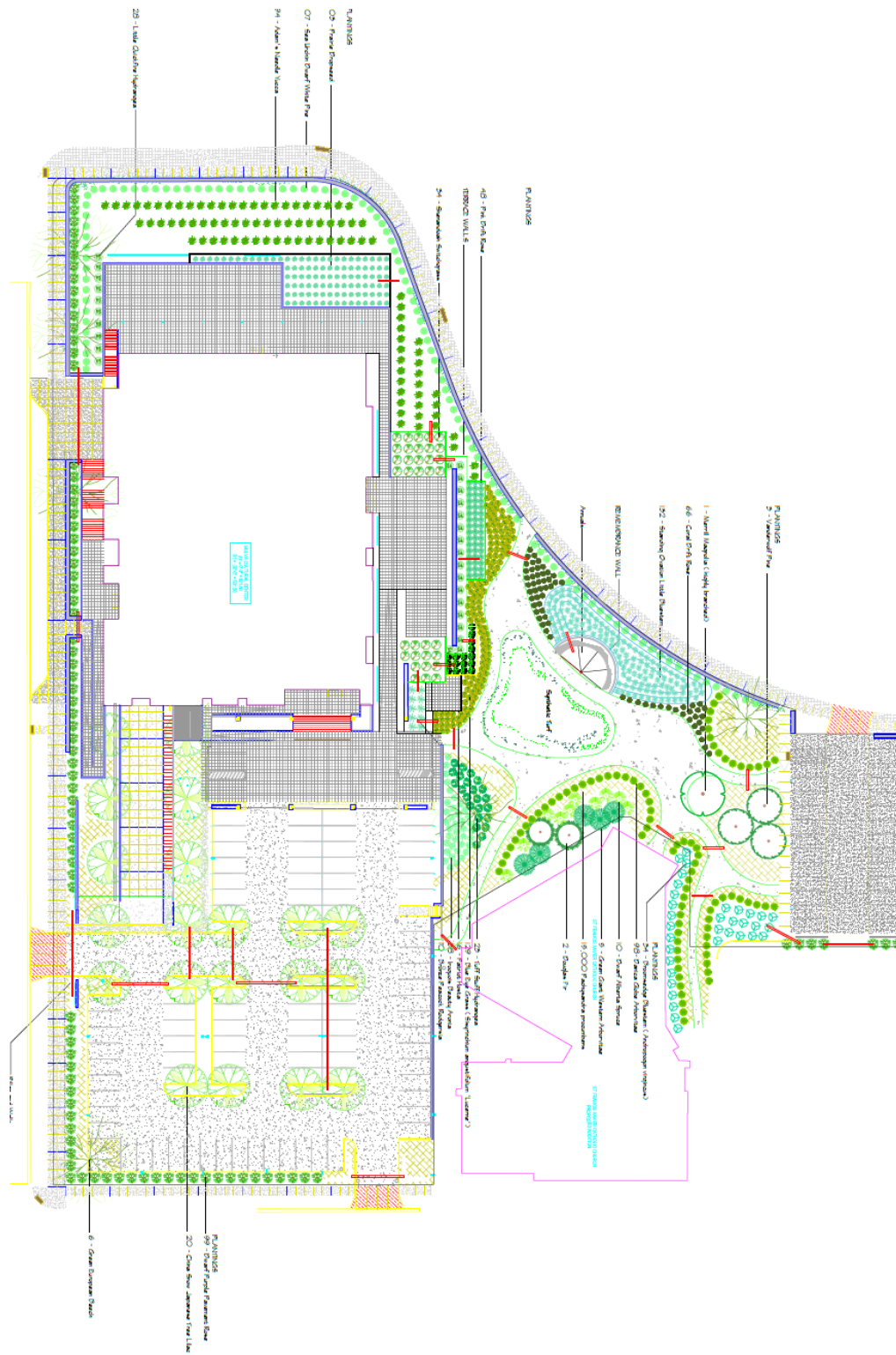
Second Floor Plan

Attachment C

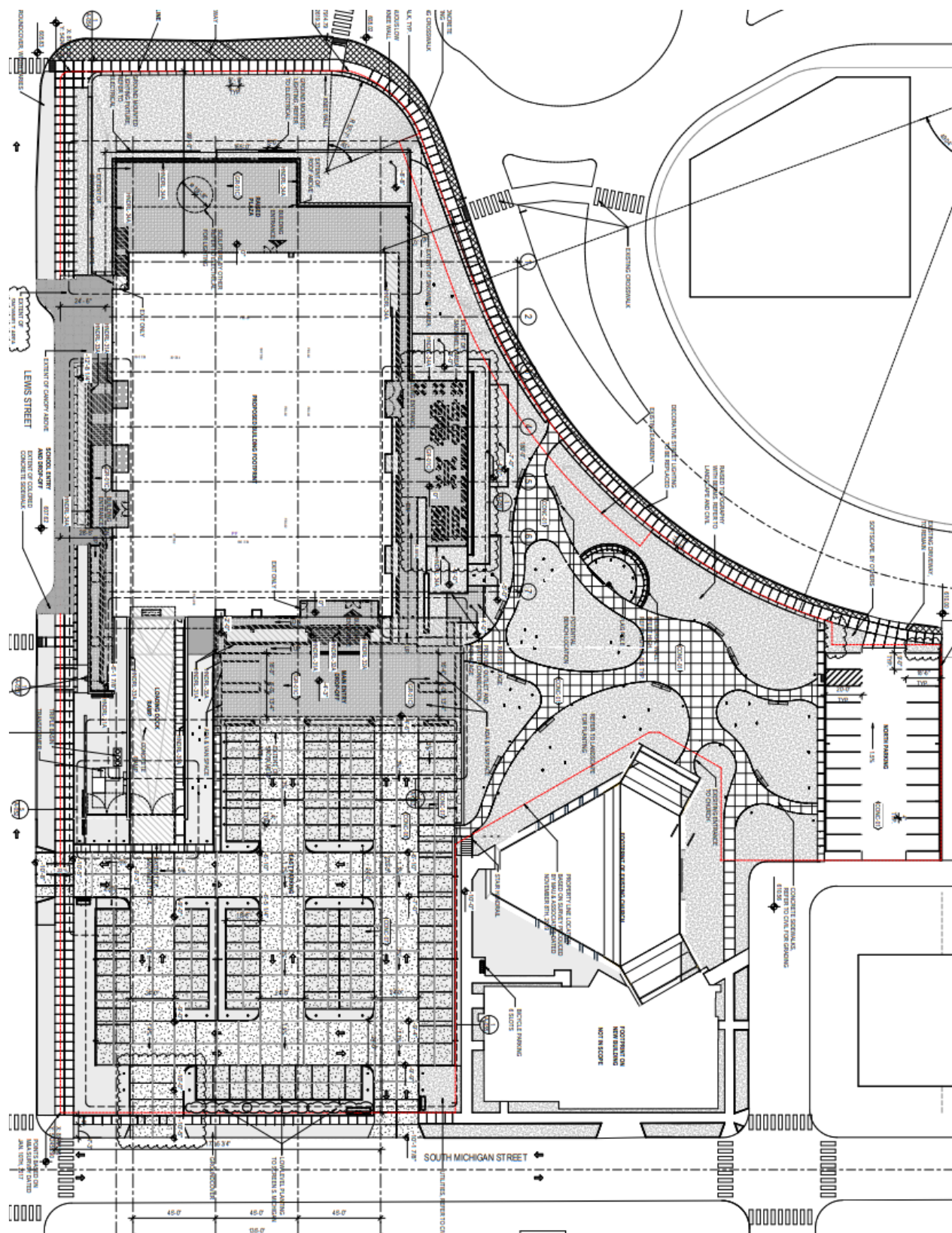
Transportation Plan

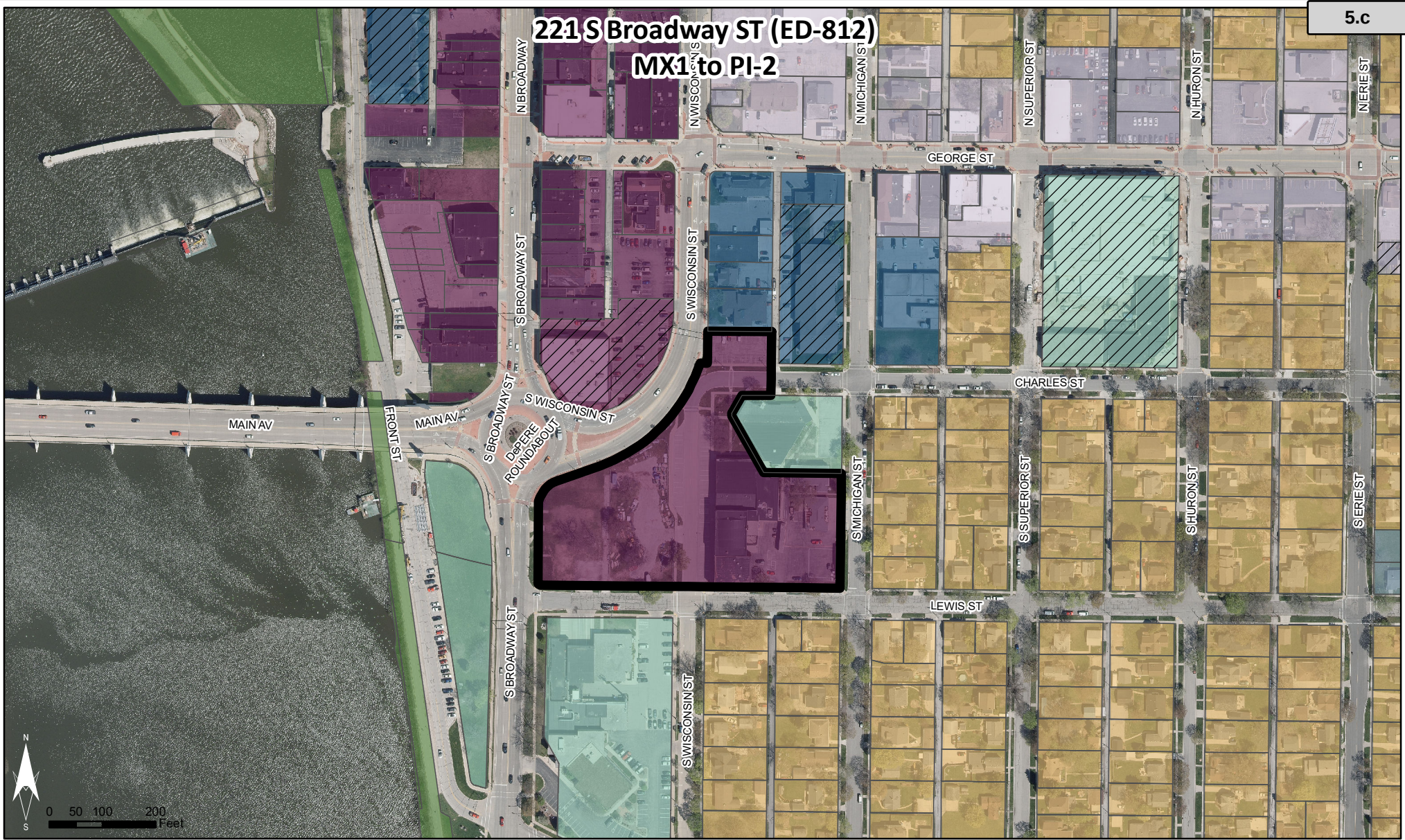
Attachment D

Landscape Plan



Site Plan





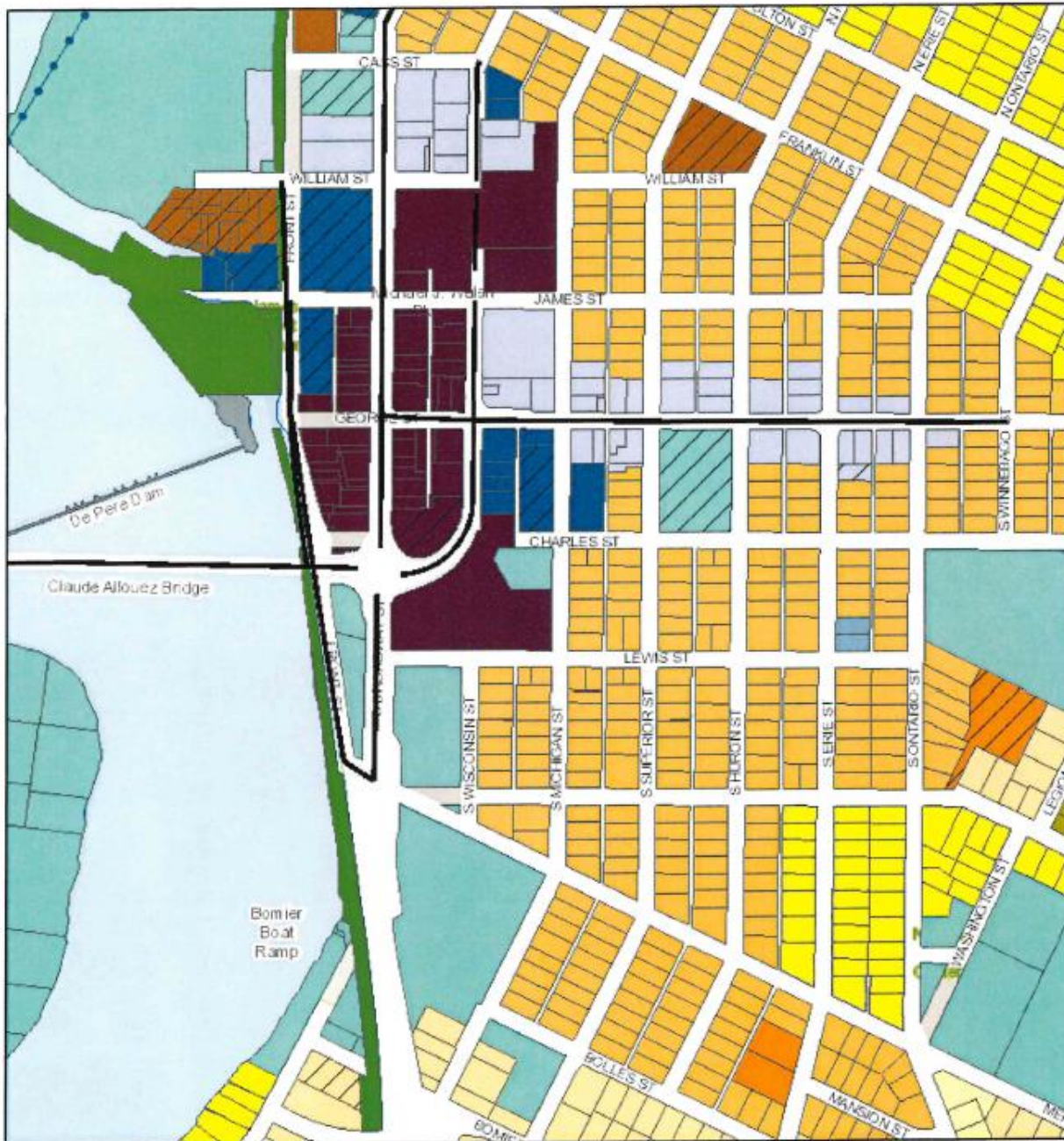
Zoning Map Amendment Detail (Draft For Review - September 2024)

Parcels	A: Agricultural	RM-2 Multi-Unit Districts	C: Commercial
Pre-Existing PDD (Prior to Jan 1, 2023)	R1-80: Single-Dwelling Detached	MX1: Downtown Mixed-Use District	BP-1: Business Park 1
	R1-60: Single-Dwelling Detached	MX2: Neighborhood Mixed-Use District	BP-2: Business Park 2
	R1-45: Single-Dwelling Detached	MX3: Corridor Mixed-Use District	I: Industrial
	R2-60: Two-Unit	GX1: Office-Residential Mix District	CON: Conservancy
	R2-45: Two-Unit	GX2: Neighborhood Office-Residential	PI-1: Neighborhood Public & Institutional District
	RM-1: Multi-Unit Districts	O: Office	PI-2: Campus Public & Institutional District

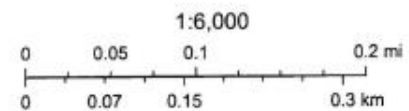
This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.

LEGAL DESCRIPTION

Lot 1, Volume 54 Certified Survey Maps, :page 312, Map Number 7902, Document No. 2415438, Brown County Records, together with that portion of vacated S Wisconsin Street as described in Document Number 2933859, and also together with that portion of vacated Charles Street as described in Document Number 2941240, Brown County Records being located in part of the original plat of De Pere and Part of Dickinson's Addition to the Original Plat of De Pere, all located in parts of Private Claims 32 and 33, East Side of the Fox River, City of De Pere, Brown County, Wisconsin



7/22/2024, 9:46:29 AM





City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

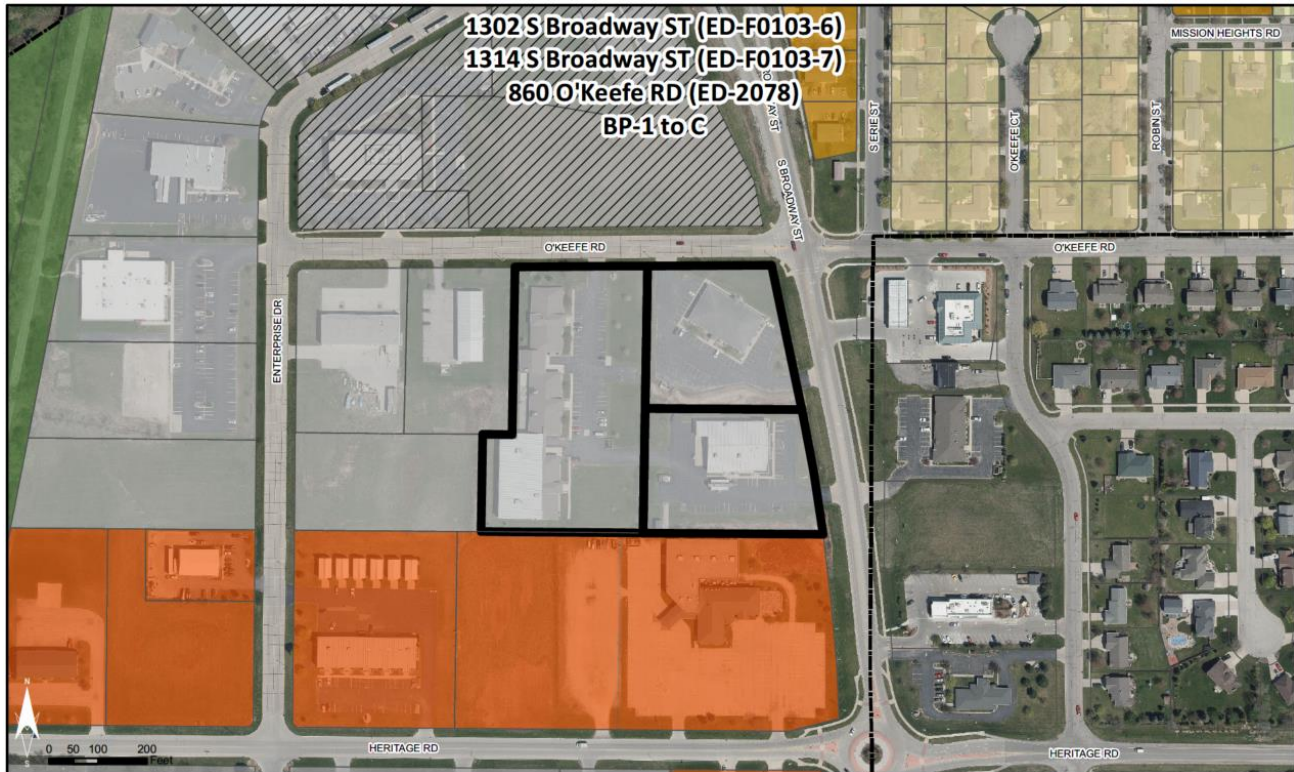
SUBJECT: Consideration and possible action for a zoning map amendment from BP-1 (Business Park 1 District) C (Commercial District) at 1302 S Broadway ST, 1314 S Broadway ST, and 860 O'Keefe DR (Parcels ED-F0103-6, ED-F0103-7, ED-2078).*

ATTACHMENTS:

- PC Report - Zoning Map Amendment (DOCX)
- Application Form and Supplemental Information - 10 Sep 2024(PDF)
- Zoning Map Amendment - 1302-1313 Broadway, 860 O'Keefe (PDF)
- Legal Description - 10 Sep 2024 (DOCX)

Item 6: Consideration and possible action for a zoning map amendment from BP-1 (Business Park 1 District) C (Commercial District) at 1302 S Broadway ST, 1314 S Broadway ST, and 860 O'Keefe DR (Parcels ED-F0103-6, ED-F0103-7, ED-2078).*

SITE MAP



REQUESTED ACTION:	Zoning Map Amendment Request.
COMMON DESCRIPTION:	1302 S Broadway ST, 1314 S Broadway ST, and 860 O'Keefe RD, located southwest of the S Broadway ST and O'Keefe RD intersection.
SURROUNDING LAND USES:	Business Park (BP-1, BP-1 PDD) to the north and west. Commercial (C) to the south. Town of Ledgeview business uses to the east.
COMPREHENSIVE PLAN:	Commercial.
APPLICANT / OWNERS:	<u>Authorized Representative and Property Owner</u> PARK PLACE HOLDINGS LLC ATTN: Annie Schoenwalder 1674 Eisenhower RD De Pere WI 54115 YONDER DEVELOPMENT LLC 860 O'KEEFE RD DE PERE WI 54115-2463 KARMAN DEVELOPMENT LLP 860 O'KEEFE RD DE PERE WI 54115-2463

LAND USE HISTORY:

The parcels were developed for use as office and commercial uses between 1995 and 2005. The petitioner proposes a change of use for the 1302 S Broadway ST property for convenience goods uses and consumer shopping goods uses if all necessary approvals can properly be obtained. The necessary approvals include the following:

- Comprehensive Plan Amendment (*completed on September 3, 2024*).
- Zoning Map Amendment to C District (*in progress*).

STAFF REVIEW:

When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed rezoning complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.

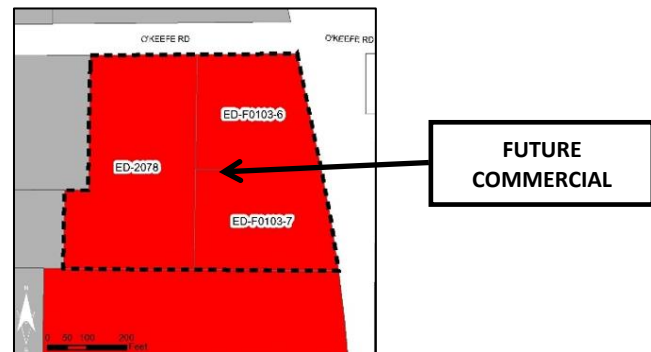
Existing Zoning District

When the new Zoning Map and Zoning Ordinance were adopted in January 2023, the subject properties include three parcels that are zoned BP-1 District and are proposed to be zoned to C District. The existing uses on the developed properties are allowed in both districts, and a change to the C District adds convenience goods uses and consumer shopping goods uses if the zoning map amendment is approved.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. The 2010 Comprehensive Plan Update, with a September 3, 2024 amendment, identifies future land uses as Commercial.

CLIP FROM 2024 AMENDED FUTURE LAND USE MAP



Desired Development Patterns

If part of the Zoning Map changes from BP-1 to C 42 residential, public and civic, commercial, industrial, recycling, and agricultural uses are permitted with 6 conditional uses. The uses are summarized in Zoning Ordinance 14-70 Table 7-1.

The site is vehicle accessible with street frontage on S Broadway ST and O'Keefe RD. Pedestrian access is provided by a sidewalk at access only the northeast corner of the site at the street intersection.

NEIGHBOR OUTREACH

Staff notified all City property owners within 300 feet of the subject area about the application via mail. The authorized representative was encouraged to and notified nearby property owners separately.

At the time this report was written, no comments were received about the zoning map amendment.

STAFF RECOMMENDATION:

Staff recommends APPROVAL of the request for a zoning map amendment from BP-1 (Business Park 1 District) C (Commercial District) at 1302 S Broadway ST, 1314 S Broadway ST, and 860 O'Keefe DR. A zoning map amendment must comply with the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.



Planning/Zoning Application

Planning & Zoning Department

6.b

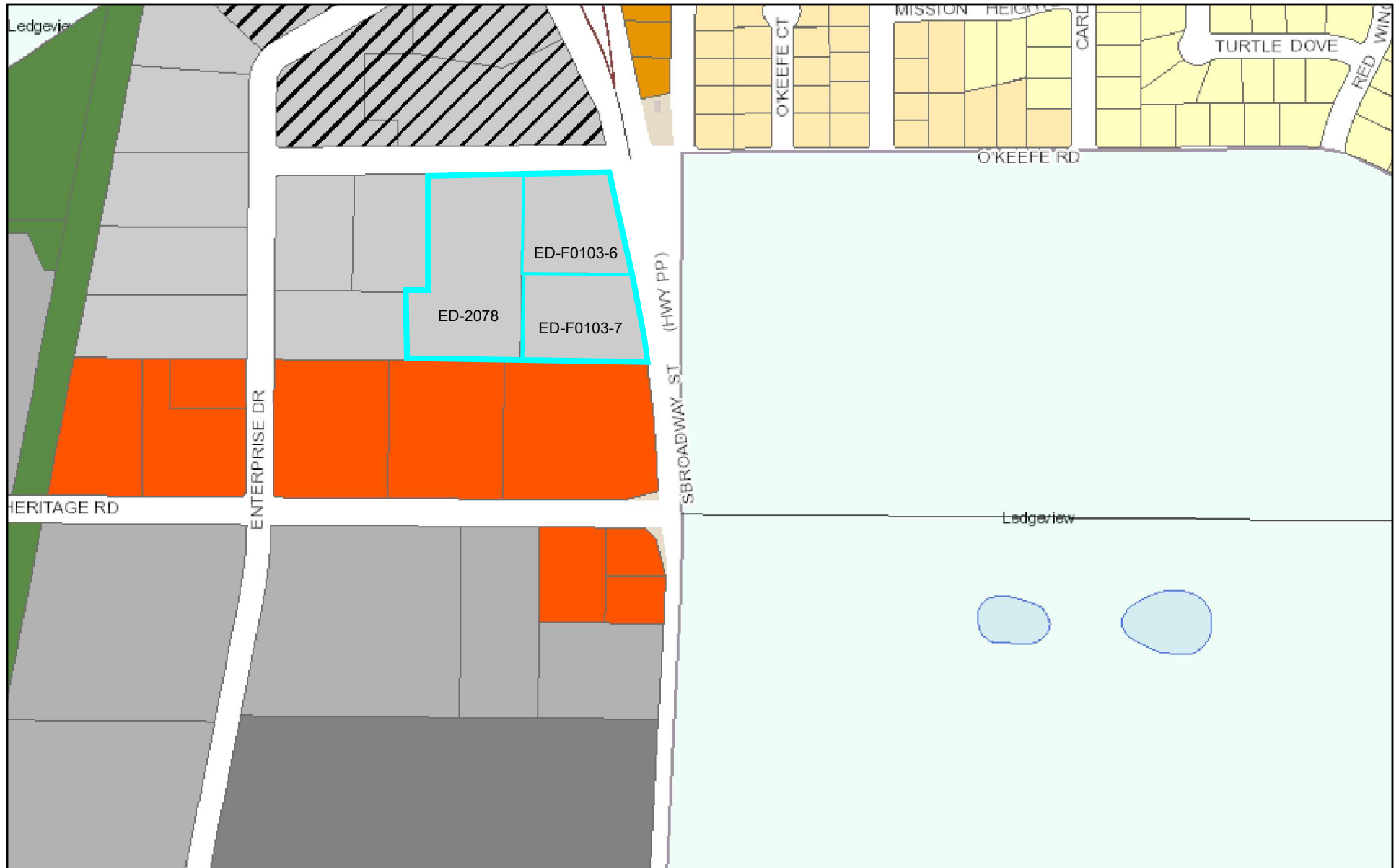
Submitted On:

Sep 4, 2024, 09:45AM EDT

Parcel Number: (Include ALL parcels)	ED-F0103-6, ED-F0103-7, ED-2078
Nearest property address to the project site:	Street Address: 1302 S Broadway Street City: De Pere State: W Zip: 54115
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning)
Current De Pere Zoning Districts:	BP-1
Proposed De Pere Zoning Districts:	C
Existing Site Land Uses:	Commercial
Proposed Site Land Uses:	Commercial
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a preapplication meeting?	Yes
Property Owner:	First Name: Annie Last Name: Schoenwalder
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	Street Address: 1674 Eisenhower Road City: De Pere State: W Zip: 54115
Property Owner's Phone Number:	920-371-3088
Property Owner's Email Address:	annie@calebhayesgroup.com
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	First Name: Annie Last Name: Schoenwalder

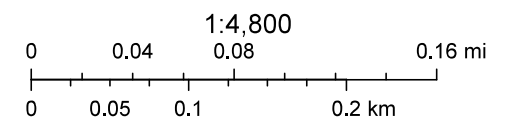
Authorized Representative's Business Name:	Park Place Holdings LLC	6.b
Authorized Representative's Phone Number:	920-371-3088	
Authorized Representative's Email Address:	annie@calebhayesgroup.com	
Please attach an EXHIBIT MAP with the zoning boundary.	Zoning Amendment - Current Zoning 1302 S Broadway.pdf	
Please attach a WORD DOCUMENT with the boundary legal description.	Legal Descriptions.docx	
How do you plan on paying for your application?	Online with a credit card	
Total Due:	\$350.00	
Signature Data	First Name: Annie Last Name: Schoenwalder Email Address: annie@calebhayesgroup.com  Signed at: September 4, 2024 9:44am America/New_York	
User's Session Information	IP Address: 172.59.97.215 Referrer URL:	

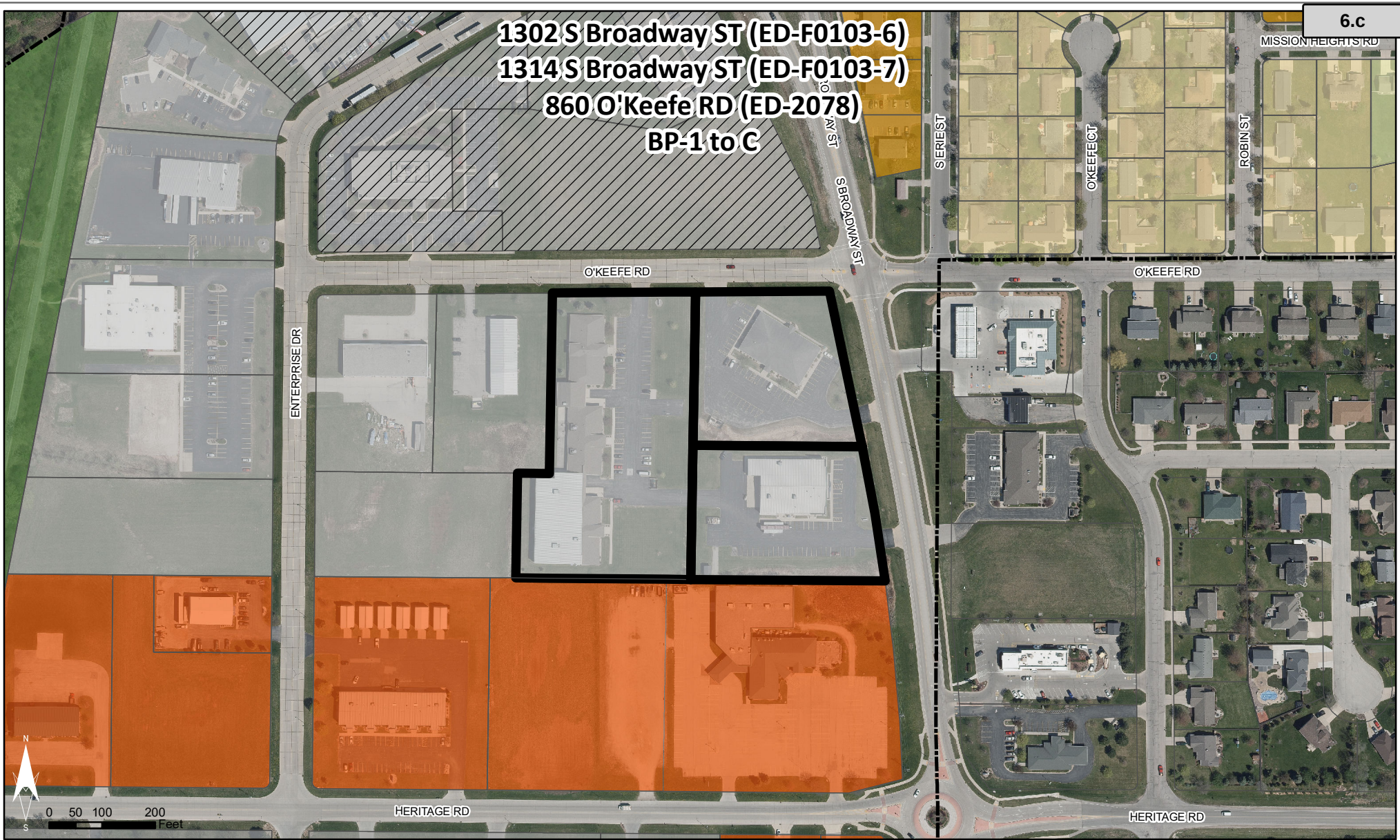
User Created DIME Map



7/10/2024, 2:18:42 PM

- | | | | | |
|--|---------------------------------|--------------------------------------|--------------------------------------|--|
| Airport Zoning | R1-80: Single-Dwelling Detached | RM-1: Multi-Unit Districts | GX1: Office-Residential Mix District | BP-2: Business Park 2 |
| Industrial Pre-Existing PDD (Prior to Jan 1, 2023) | R1-60: Single-Dwelling Detached | RM-2: Multi-Unit Districts | GX2: Neighborhood Office-Residential | I: Industrial |
| Pre-Existing PDD (Prior to Jan 1, 2023) | R1-45: Single-Dwelling Detached | MX1: Downtown Mixed-Use District | O: Office | CON: Conservancy |
| Primary Frontages | R2-60: Two-Unit | MX2: Neighborhood Mixed-Use District | C: Commercial | PI-1: Neighborhood Public & Institutional District |
| Zoning | R2-45: Two-Unit | MX3: Corridor Mixed-Use District | BP-1: Business Park 1 | PI-2: Campus Public & Institutional District |
| A: Agricultural | | | | |





1302 S Broadway ST (ED-F0103-6)
1314 S Broadway ST (ED-F0103-7)
860 O'Keefe RD (ED-2078)
BP-1 to C



Zoning Map Amendment Detail (Draft For Review - September 2024)

- | | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> Parcels Pre-Existing PDD (Prior to Jan 1, 2023) | <ul style="list-style-type: none"> A: Agricultural R1-80: Single-Dwelling Detached R1-60: Single-Dwelling Detached R1-45: Single-Dwelling Detached R2-60: Two-Unit R2-45: Two-Unit RM-1: Multi-Unit Districts | <ul style="list-style-type: none"> RM-2 Multi-Unit Districts MX1: Downtown Mixed-Use District MX2: Neighborhood Mixed-Use District MX3: Corridor Mixed-Use District GX1: Office-Residential Mix District GX2: Neighborhood Office-Residential O: Office | <ul style="list-style-type: none"> C: Commercial BP-1: Business Park 1 BP-2: Business Park 2 I: Industrial CON: Conservancy PI-1: Neighborhood Public & Institutional District PI-2: Campus Public & Institutional District |
|--|--|--|--|

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Legal Descriptions:

Parcel ED-F0103-6 (1302 S Broadway Street) Legal Description:

83,203 SQ FT LOT 1 OF 36 CSM 169 MAP 5518 IN 1574674 BNG PRT OF NW1/4 NE1/4 SEC 34 &
BNG PART OF GOV'T LOT 1 SEC 27 ALL T23N R20E

Parcel ED-F0103-7 (1314 S Broadway Street) Legal Description:

87,090 SQ FT LOT 2 OF 36 CSM 169 BNG PRT OF NW1/4 NE1/4 SEC 34 T23N R20E

Parcel ED-2078 (860 Okeefe Road) Legal Description:

157,735 SQ FT LOT 1 & E 60 FT OF LOT 2 OF 40 CSM 67 BNG PRT OF LOTS 13 & 14 EAST SIDE
INDUSTRIAL PARK 1ST ADDN



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

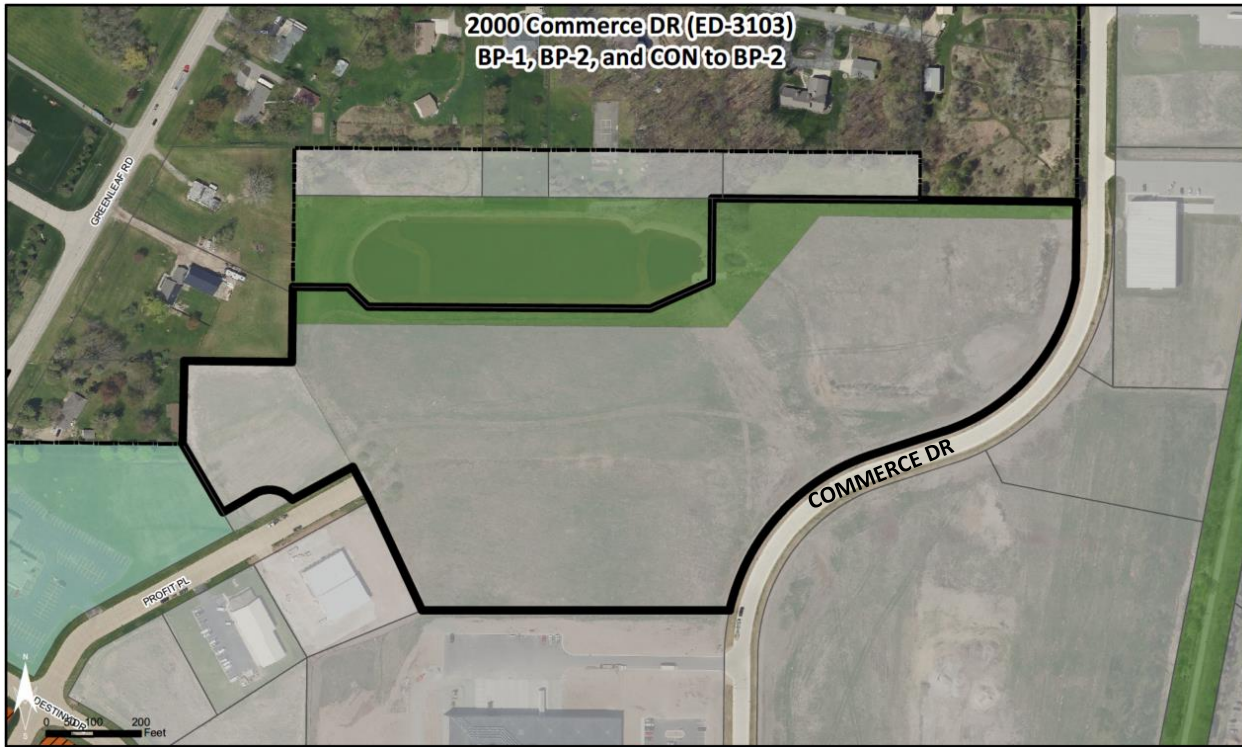
SUBJECT: Consideration and possible action for a zoning map amendment from BP-1, BP-2, and CON (Business Park 1 District, Business Park 2 District, and Conservancy District) to BP-2 (Business Park 2 District) at 2000 Commerce DR (Parcel ED-3103).*

ATTACHMENTS:

- PC Report - Zoning Map Amendment (DOCX)
- Application Form - 10 Sep 2024 (PDF)
- Email Communication with Neighbor - 12-18 Sep 2024 (PDF)
- Zoning Map Amendment - 2000 Commerce (PDF)
- Legal Description - 10 Sep 2024 (DOCX)

- Item 7: Consideration and possible action for a zoning map amendment from BP-1, BP-2, and CON (Business Park 1 District, Business Park 2 District, and Conservancy District) to BP-2 (Business Park 2 District) at 2000 Commerce DR (Parcel ED-3103).*

SITE MAP

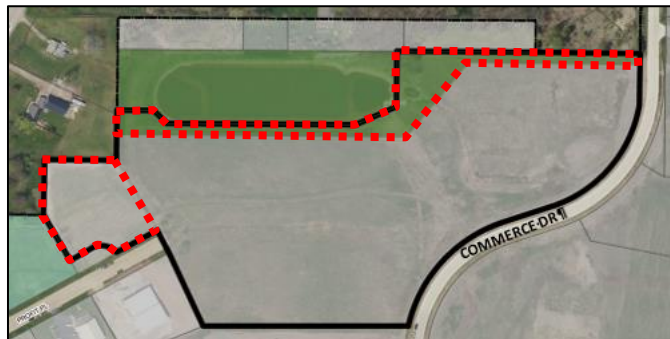


REQUESTED ACTION:	Zoning Map Amendment Request.	
COMMON DESCRIPTION:	2000 Commerce DR, located north and east of the Commerce DR and Rockland RD intersection.	
SURROUNDING LAND USES:	Stormwater Management (CON), undeveloped business park (BP-1) and Town of Ledgewood residential uses to the north and west. Business Park (BP-2) to the south and east. Business Park (BP-1) to the southwest.	
COMPREHENSIVE PLAN:	Business Park.	
APPLICANT / OWNERS:	<u>Authorized Representative</u> City of De Pere ATTN: Peter Schlein 335 S Broadway ST De Pere, WI 54115	<u>Property Owner</u> AmeriLux Holdings LLC 1300 Enterprise DR De Pere, WI 54115
LAND USE HISTORY:	After a review of air photographs, the site remained undeveloped since 1938.	
STAFF REVIEW:	When reviewing a zoning map amendment request, staff considers the future land use recommendation of the Comprehensive Plan, surrounding land uses, and desired development patterns. The proposed rezoning complies with the Comprehensive Plan and surrounding land uses, including matching adjacent existing uses.	

Existing Zoning District

When the new Zoning Map and Zoning Ordinance were adopted in January 2023, the subject property was two separate parcels and a part of a third parcel. Those parcels were zoned BP-1, BP-2, and CON. Most of the land mass is already zoned BP-2. In 2024, the parcels were combined into one, which created a parcel with three separate zoning districts. The remaining portions of the parcel are proposed to also become BP-2. The remaining portions include:

- The former 2050 Profit PL at the west end of the parcel.
- The former southern end of the SWM pond.

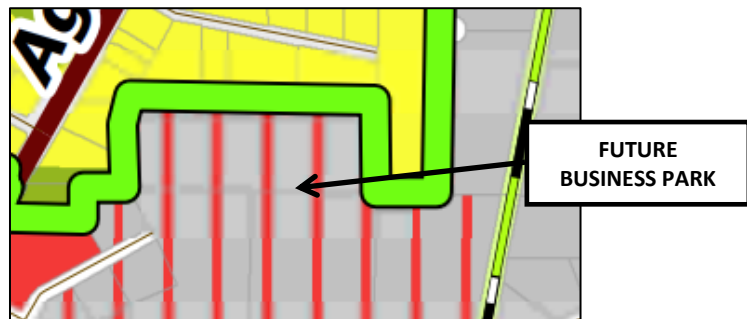


The zoning map amendment is a cleanup action for the Zoning Map, and a proposed development on the site could proceed with or without the zoning map amendment. The BP-2 regulations and permitted uses that are already in place for most of the property are permitted in the above bulleted areas if the zoning map amendment is approved.

Surrounding Land Uses

The existing site zoning and surrounding land uses are referenced near the beginning of this report. The 2010 Comprehensive Plan Update identifies future land uses as Business Park. The site has been planned for industrial/business park growth since at least 1974.

CLIP FROM FUTURE LAND USE MAP



Desired Development Patterns

All 24 existing BP-2 District uses and 11 conditional uses are already permitted due to the existing BP-2 District that is on most of the parcel. The permitted BP-2 uses remain the same if the two parts of the property that are zoned BP-1 District and CON District change to BP-2 District. The uses are summarized in Zoning Ordinance 14-70 Table 7-1.

The site is vehicle accessible with street frontage on Commerce DR and Profit PL. Profit PL is proposed to be reconfigured with a cul-de-sac.

NEIGHBOR OUTREACH

Staff, as authorized representative of the request, notified all City property owners within 300 feet of the subject area about the application via mail. At the time this report was written, one phone call and an email from a property owner about the zoning map amendment and proposed development was received from a property owner with questions about the development and their BP-1 District zoned parcel that was approximately 234 feet away. Staff responded to the email (email thread attached) with the following information that is summarized for this report:

- The zoning map amendment is a cleanup action for the Zoning Map, and a proposed development on the site could proceed with or without the zoning map amendment.
- There are four narrow lots on the north side of the existing stormwater management pond. The lots are in De Pere, zoned BP-1 District, and are owned by the adjacent residential property owners to the north in the Town of Ledgeview.
- In 1990, the City of De Pere sold a 3.04-acre parcel to a single neighboring property owner in the Town of Ledgeview for \$1.00 for the specific purpose of creating a landscaping berm or buffer between the residential properties and the future industrial use. The owner then split the single parcel into four separate parcels for residential dwellings. Based on conversations with the current neighboring property owners, subsequent owners were not made aware as to the purpose, how, or why the landscape buffer parcel was granted to the original owner and included with the sale of their properties.
- There is a proposed development in the De Pere Business Park and the footprint of the proposed building lies within the existing BP-2 District. The proposed use is permitted by right per Zoning Ordinance 14-70 Table 7-1 (Principal Use Table).
- There was a resident concern about the proposed moderate-impact development inappropriately located within 1,000 feet of residential uses. This misunderstanding was clarified by staff as the referenced supplemental distance regulation applies to high-impact conditional uses, not to moderate-impact permitted uses.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the request for a zoning map amendment from BP-1, BP-2, and CON (Business Park 1 District, Business Park 2 District, and Conservancy District) to BP-2 (Business Park 2 District) at 2000 Commerce DR. A zoning map amendment must comply with the following:

1. Compliance with all state and local laws and regulations, including compliance with all the provisions of Chapter 14, De Pere Municipal Code.



Planning/Zoning Application

Planning & Zoning Department

7.b

Submitted On:

Sep 10, 2024, 06:32PM EDT

Parcel Number: (Include ALL parcels)	ED-3103
Nearest property address to the project site:	Street Address: 2000 Commerce DR City: De Pere State: W Zip: 54115
Check each project type that is being applied for:	Zoning Map Amendment (Rezoning)
Current De Pere Zoning Districts:	BP-1 BP-2 CON
Proposed De Pere Zoning Districts:	BP-2
Existing Site Land Uses:	Business Park/Industrial
Proposed Site Land Uses:	Business Park/Industrial
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a preapplication meeting?	Yes
Property Owner:	First Name: Amerilux Holdings LLC Last Name: Amerilux Holdings LLC
Is the property owner's address the same as the nearest property address?	No
Property Owner's Address:	Street Address: 1300 Enterprise DR City: De Pere State: W Zip: 54115
Property Owner's Phone Number:	920-339-4043
Property Owner's Email Address:	pschleinz@deperewi.gov
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	First Name: Peter Last Name: Schleinz

Authorized Representative's Business Name:	City of De Pere	7.b
Authorized Representative's Phone Number:	920-339-4043	
Authorized Representative's Email Address:	pschleinz@deperewi.gov	
Please attach an EXHIBIT MAP with the zoning boundary.	Zoning Map Amendment - 2000 Commerce.pdf	
Please attach a WORD DOCUMENT with the boundary legal description.	Legal Description - 10 Sep 2024.docx	
How do you plan on paying for your application?	City is the petitioner	
Total Due:	\$350.00	
Signature Data	First Name: Peter Last Name: Schleinz Email Address: pschleinz@deperewi.gov  Signed at: September 10, 2024 5:55pm America/New_York	
User's Session Information	IP Address: 216.56.64.34 Referrer URL:	

Peter Schleinz

From: Daniel J. Lindstrom
Sent: Wednesday, September 18, 2024 3:08 PM
To: Jeff Griffin
Cc: sjgrif1
Subject: RE: Amerilux construction site - East Side Industrial Park

Jeff,

I understand there is a lot of information that gets lost in translation during land sales. It happens quite frequently as a product of institutional knowledge and the passage of time. Nationwide, I wish agents and title companies explained more in detail when you get the mountain of paperwork on closing day. After all, that is what you are paying them for.

Regarding the 1,000-foot separation distance. Only high-impact uses are required to be over 1,000 feet away from residential uses and that would be done under a conditional use permit. I reviewed the old zoning ordinance and warehousing, trucking terminal, and manufacturing were all permitted uses on the property prior to 2023. Pages 7-3 through 7-6 outline the allowable uses in each district and page 7-16 outlines the supplemental standards for high-impact uses only, including the separation distance. The supplemental regulations are a sub-paragraph under 14-74 (d) High Impact and the standards do not apply to 14-74 (a-c)

Regarding the notification you received for rezoning. It is at our request to clean up the zoning and have only one zoning per parcel. The majority of the site is zoned BP-2, including the entire building footprint. However, AmeriLux also purchased an approximate 1-acre piece of property on Profit Place that is zoned BP-1. They also acquired a drive aisle to the stormwater pond that is zoned Conservancy in exchange for a City access easement. Before 2023, the entire area, including our pond was zoned industrial, and in 2023 we added the conservancy zoning district as a place to put City stormwater ponds throughout the City. Therefore, the request is to place the entire site into a single BP-2 zoning district instead of having a parking lot in BP-1 and a driveway in Conservancy leading to our pond. This step isn't necessary for the development, but it is at our request to clean up the zoning map.

Thank you again,

Daniel J Lindstrom, AICP

Director of Development Services | [City of De Pere](#)

335 S. Broadway | De Pere, WI 54115

Tel: (920) 339-4043 x 3 | Fax: (920) 330-9491



Genuine. Down to Earth. Forward Thinking. Rooted in Strong Values.

From: Jeff Griffin <Jeffg@pro1janitorial.com>
Sent: Wednesday, September 18, 2024 2:27 PM
To: Daniel J. Lindstrom <dlindstrom@deperewi.gov>

Cc: sjgrif1 <sjgrif1@aol.com>

Subject: RE: Amerilux construction site - East Side Industrial Park

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you sincerely for the effort you put into explaining all of this to me. Your effort is great appreciated. Unfortunately for us, we were not informed about any of this 6 years ago when we purchased the property. We knew there were 2 parcels, but did not know that the back 100' was to be used as a buffer zone. The previous/original owner did not disclose any of this to us either. We have begun planting trees but would have done so earlier.

I am glad that Amerilux appears willing to work with us, but even with a buffer zone of 100', a moderate impact industrial facility is not supposed to be within 1000' of an established residential area. Am I correct in this Daniel? I understand this building is going up whether I want it to or not, but it looks to me like low, med, and high impact industrial facilities are not supposed to be located within 1000' of established residential, per the official zoning ordinance. I would argue that since I know the construction will happen, and the moderate use industrial facility will be within 1000' of residential that either the City of De Pere and/or Amerilux should then use the 100' buffer zone parcel by each residential property and pay to put in a sufficient berm with plantings to properly buffer the new facility from the existing residents.

I cannot speak for my neighbors but given the alternative of having a massive new building right in our back yards with no room on their lots to place barriers, this may be our best option as residents. None of us ever thought that a facility the size and scope of this would be placed on this land. I understand that the zoning change from BP1 to BP2 was recently proposed or at the very least, we were just informed of it a few days ago. So the proposed zoning change is after the purchase was made by Amerilux, and after the City approved the building plan. You'll probably tell me the plan has not been approved yet, but I do not think Amerilux would begin clearing land if approval wasn't a sure thing. We have a public meeting about a month from now, which we will all most likely attend. A month out seems a little late in the game to be heard. The biggest question I'd appreciate an answer to is as to whether or not a moderate use industrial facility can be placed within 1000' of existing residential.

Daniel, thank you so much for your time and for providing me with some answers. Have a good rest of your day.

Jeff Griffin

From: Daniel J. Lindstrom <dlindstrom@deperewi.gov>

Sent: Wednesday, September 18, 2024 1:35 PM

To: Jeff Griffin <Jeffg@pro1janitorial.com>

Cc: sjgrif1 <sjgrif1@aol.com>; James Boyd <jboyd@deperewi.gov>; Larry Delo <ldelo@deperewi.gov>

Subject: RE: Amerilux construction site - East Side Industrial Park

Good Afternoon Jeff,

Thank you for your patience. I will try to answer your questions and clarify any statement made in your email below. I also wanted to let you know that I met with Joe Nick last week and he is working on a few different alternatives that he will present to you and the City in the coming weeks.

- 1) Your email below mentioned several times, why weren't residents notified of this project sooner? In short, the City must follow standard due process for all development agreements, site plans, rezonings, etc. The City cannot have separate rules for individual projects or that would set the City up for lawsuits if it were determined that extra efforts caused undo repercussions to the applicant. Therefore each project is treated equally regardless of size, shape, or location. As such the City always recommends that residents

sign up for committee notifications (Finance and Personnel, Plan Commission, Common Council, Parks, etc.).

- 2) The previous Zoning Ordinance allowed heavier industrial uses in this area. The City studied the area and identified only a handful of businesses that meet the high-impact industrial use definition and placed them in the Industrial zoning classification (think CA Lawton Foundry, DUR, etc.). Most of the uses in the business park are light manufacturing and therefore the City added the business park zoning category and then changed most of the zoning to the Business Park 2 zoning designation, and more design standards, and placed the high-impact uses in a conditional use category and not a permitted category. Moreover, the City of De Pere classifies uses such as Belmark, Bedford, and the proposed AmeriLux use as Moderate Impact. High Impact uses are those that...

"regularly use hazardous chemicals or procedures or that produce hazardous byproducts or explosive hazards. Typical examples of high-impact manufacturing and industrial uses include: the manufacture of acetylene, cement, lime, gypsum or plaster-of-Paris, chlorine, corrosive acid or fertilizer, insecticides, disinfectants, poisons, explosives, paint, lacquer, varnish, petroleum products, coal products, plastic and synthetic resins. This subcategory also expressly includes asphalt and concrete plants, foundries, abrasive manufacturing, chrome plating, electroplating, tanneries, soap manufacturing, petrochemical tank farms, gasification plants, smelting, meat packing, metal reduction and refinement and oil refining."

The important difference between moderate impact and high impact is the industrial process of refining a product from raw goods (oil, chemicals, etc.). Since AmeriLux is not proposing to refine oil and other chemicals into a resin that would then be used in plastic extrusion they fall into the moderate impact category. Amerilux is proposing to purchase resin to then be extruded according to specifications and subject to DNR regulations. That is a smaller portion of the total area and the majority of the building is warehousing and is classified separately and is a permitted use in the Zoning Ordinance.

- 3) AmeriLux requested to purchase a City-owned property zoned - Business Park 2 (BP-2). As stated above the proposed uses are in the permitted land use category. The City created a webpage where people can track site plans that have been received at our office. [This page is updated weekly](#). The Zoning Administrator is still evaluating the site plan for screening, landscaping, buffering, etc. therefore AmeriLux could still have changes to their required site plan.
- 4) Thirty-four years ago, the City worked with the land owner to create a buffer to the residential uses. On June 20, 1990, the City of De Pere, for a value consideration of \$1.00, sold approximately 3.04 acres of land to James and Mary Jane Stoller for the specific purposes of creating a buffer to the residential uses. I have attached a copy of the deed and the Metes and Bounds map. In the deed it specially references:

By acceptance of this deed, Grantee covenants for themselves and their successors and assignees that the premises herein described shall not be improved except by landscaping and/or tree plantings for the purposes of forming a buffer between bordering residential and industrial properties.

That land has since been subdivided and the property owner and subsequent owners had 34 years to plant trees, and build berms, and/or fences to buffer from future business park uses as the land was granted, at no cost, to the original owners to do so. At that time, the industrial zoning designation was retained to not place additional buffering requirements on the business park properties since that was the intent of the land that was granted to the homeowners. Thus, the homeowners controlled the buffer and not the City or developer. The City always recommends that property owners plant trees, build berms, or install fences because your neighbors could change tomorrow. I understand you are accustomed to seeing wildlife in the former City-owned fields, but it has been planned for industrial/business park growth since at least 1974.

Again, I want to thank you for your email and I want to let you know that AmeriLux is working on a potential scenario that adds screening, berms, etc. closer to your property as a means to screen as much as possible, but a

potential scenario could require the property owners involvement too since the land was given years ago for this very purpose.

Thank you again,

Daniel J Lindstrom, AICP

Director of Development Services | [City of De Pere](#)

335 S. Broadway | De Pere, WI 54115

Tel: (920) 339-4043 x 3 | Fax: (920) 330-9491



Genuine. Down to Earth. Forward Thinking. Rooted in Strong Values.

From: Jeff Griffin <Jeffg@pro1janitorial.com>
Sent: Thursday, September 12, 2024 11:26 AM
To: Daniel J. Lindstrom <dlindstrom@deperewi.gov>
Cc: sjgrif1 <sjgrif1@aol.com>
Subject: Amerilux construction site - East Side Industrial Park

You don't often get email from jeffg@pro1janitorial.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Daniel,

My wife Shannon and I reside at 504 Ravine Rd which abuts the new construction just getting underway for Amerilux. Before I contact you on the phone, I wanted to contact you in writing with some details regarding my concerns so that you have some time on your end to look into this before our conversation.

The residents on the south side of Ravine Road have somewhat of a unique situation in that our residential properties are broken into 2 separate lots in 2 separate jurisdictions, as you probably know. The northern end of our properties lies in Ledgeview, and the southern end in De Pere. These are 2 separate lots and we pay 2 separate tax bills each year on them. Both lots are zoned residential for tax purposes, and oddly enough, for use purposes, the Ledgeview lot is zoned residential, and the De Pere lot is zoned BP1. This BP1 zoning for the De Pere lots we individually own does not make sense since we as owners would not be able to develop it with the required setbacks in addition to the 150' required buffer zone between residential and BP1 developed properties.

Amerilux Holdings LLC intends to build 500,000 plus sq ft plus facilities on parcel ED-3103, which is zoned for use as BP2. Based on the De Pere, WI Zoning Ordinance Publication dated December 19, 2023, which appears to be the most current publication, Amerilux's new facility falls into either a moderate-impact to high-impact industrial facility. We gathered from a face-to-face conversation yesterday, Sept 11, 2024 with Joe Nick, the CFO of Amerilux, the new facility will manufacture plastic goods, warehouse a variety of goods, and serve as a 24 hour operation with trucks moving in and out of loading docks at all hours. Based on the zoning ordinance, Amerilux would fall into the Industrial use, fabrication and production, moderate or high impact category (14-74 9(1)(c/d), and the ordinance clearly states that "the establishment must be located at least 1000' of the following, regardless of whether such uses are inside or outside the corporate limits of the city: any land zoned

residential". 14-40 (2)(d)(2) mentions that BP2 Districts are "generally unsuitable for location near established residential or low intensity commercial and mixed-use neighborhoods".

This massive facility falls well within 1000' feet of our residential lots.

We have known that the land beyond the conservancy settlement pond would eventually be developed. What we were unaware of until a couple of weeks ago was the size and scope of the facility Amerilux intends to build. Up until 2 weeks or so ago, there was no communication to any of the residents that will be affected by this construction. With such a massive facility, that I would argue, and your own zoning ordinance would agree, has no place being situated near residential areas, why wouldn't specific efforts be made to communicate with us folks who live on Ravine Rd during the planning phase? Now, the planning phase appears to be over, and construction is beginning.

Approximately 2-3 weeks ago, my wife Shannon and I went to your City Council meeting. I believe we may have met you briefly prior to the meeting and you, along with Mayor Boyd suggested that we contact Amerilux and were kind enough to provide us with contact information for Joe Nick. We contacted Amerilux and during the conversation my wife Shannon had with Joe, he was unable to commit to providing us a solution on Amerilux's land that would help with providing a buffer zone between us existing residents and their development. At 504 Ravine Rd, where I live, the conservancy settlement pond is directly behind our narrow lot, and Amerilux is building right up to the pond, leaving no room for a barrier on their side of any kind. In that same conversation, Joe offered to look into the possibility of taking fill from the project and putting it on our land for us to use to build a berm ourselves. This offering does not create the solution we are looking for. Joe offered to come out, along with the general contractor, and meet with all of us residents affected, which took place yesterday evening (9-11-24).

All residents on Ravine Rd, but not the residents on 57-32, attended and various concerns were raised. It quickly became apparent that we needed to have a conversation with you regarding what the City of De Pere would be willing to do to establish a solution to this problem. We are open to ideas and suggestions, but I want to reiterate that, unless there is some sort of variance for this project that no one I've spoken to is aware of, our residential back lots reside within the City of De Pere, abut Amerilux's parcel, and in no uncertain terms this development directly affects our quality of life with regard to noise, light, sight, and smell pollutions. The fact that the loading docks for this facility face our homes creates a huge issue with truck headlights shining into our homes. Plastic manufacturing creates persistent odors, not to mention how all of this affects the wildlife we enjoy and are accustomed to seeing. I could go on, but surely you understand why we are concerned.

While our front lots reside in Ledgeview, our back lots reside in De Pere. Even if both lots were in Ledgeview, how can placing a facility of this size and scope on this lot so near to residential areas be justified by any planning commission, and why would you not specifically and directly reach out to us residents during the planning phase?

I want you to know that we can find a solution to this problem, but it is going to require the City of De Pere's and Amerilux's involvement. While I don't want to speak directly on behalf of my neighbors, I'd like to assure you that we are all generally moderate people and not opposed to progress and development. Many of us are business owners ourselves. I would encourage you to stop out and visit the site from the perspective of Ravine Rd. Once you have had the chance to look into this further, please contact me. Thank you for your attention, understanding and consideration.

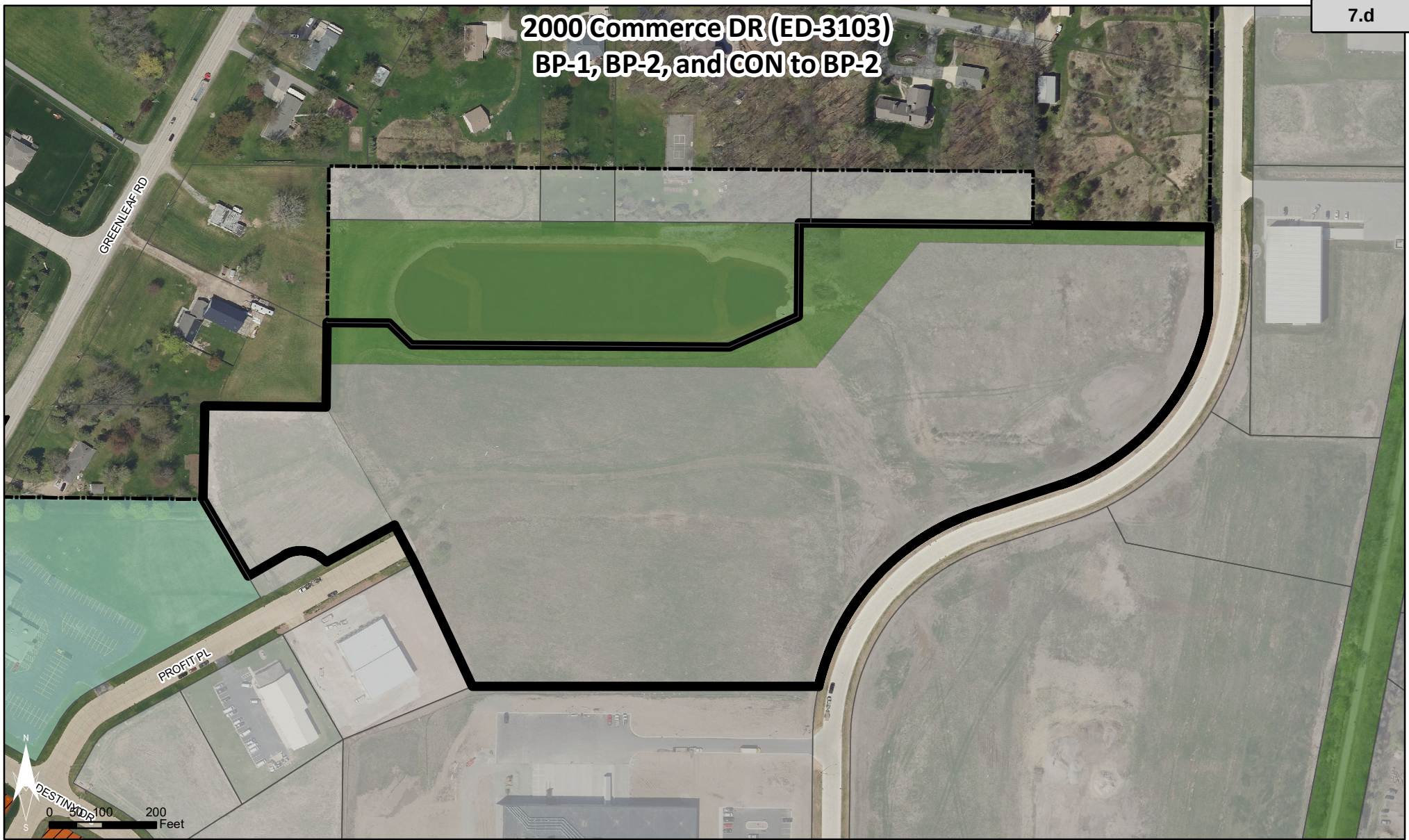
Jeff Griffin
504 Ravine Rd.
920-371-1028
Home email – sjgrif1@aol.com

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that e-mail is subject to release upon request, and is subject to state records retention requirements. See City of De Pere full e-mail disclaimer at <https://www.deperewi.gov/emaildisclaimer>.

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2000 Commerce DR (ED-3103)
BP-1, BP-2, and CON to BP-2



Zoning Map Amendment Detail (Draft For Review - September 2024)

- | | | | |
|---|---------------------------------|--------------------------------------|--|
| Parcels | A: Agricultural | RM-2 Multi-Unit Districts | C: Commercial |
| Pre-Existing PDD (Prior to Jan 1, 2023) | R1-80: Single-Dwelling Detached | MX1: Downtown Mixed-Use District | BP-1: Business Park 1 |
| | R1-60: Single-Dwelling Detached | MX2: Neighborhood Mixed-Use District | BP-2: Business Park 2 |
| | R1-45: Single-Dwelling Detached | MX3: Corridor Mixed-Use District | I: Industrial |
| | R2-60: Two-Unit | GX1: Office-Residential Mix District | CON: Conservancy |
| | R2-45: Two-Unit | GX2: Neighborhood Office-Residential | PI-1: Neighborhood Public & Institutional District |
| | RM-1: Multi-Unit Districts | O: Office | PI-2: Campus Public & Institutional District |

This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map.

Data Source

Legal Description

Parcel ED-3101 (2000 Commerce DR):

LOT 1 OF CSM 9787 IN 3071597 BNG EAST SIDE INDUSTRIAL PARK FOURTH ADDITION LOTS 41
& 42 & PRT OF LOT 43.

22.71 Acres.



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action for a new 12-foot-wide underground easement, created by the City of De Pere for Wisconsin Public Service on the east-central side of 335 S Broadway ST (Parcel ED-275).*

ATTACHMENTS:

- PC Report - 12' WPS Underground Easement (DOCX)
- Application Form (PDF)
- Easement and Temporary Exhibit - 05 Oct 2023 (PDF)
- Legal Description - 12' WPS underground easement (RTF)

- ITEM 8:** Consideration and possible action for a new 12-foot-wide underground easement, created by the City of De Pere for Wisconsin Public Service on the east-central side of 335 S Broadway ST (Parcel ED-275).*

SITE MAP



REQUESTED ACTION:	New 10-foot-wide no-build easement.
COMMON DESCRIPTION:	335 S Broadway ST, northeast of the S Broadway ST and Merrill ST intersection.
ZONING:	PI-1 (Neighborhood Public & Institutional District).
SURROUNDING LAND USES:	Cultural Center (MX1) to the north. School (PI-1) to the south, Residential (R2-45) to the east. City Park (PI-1) to the west.
COMPREHENSIVE PLAN:	Institutional/Governmental Facilities
APPLICANT/OWNER:	<u>Applicant and Owner</u> City of De Pere ATTN: Peter Schleinz, Senior Planner 335 S Broadway ST De Pere, WI 54115

LAND USE HISTORY: The property developed as an institutional/governmental facility in the early 1970s, and is used as a city hall, police department, and fire department.

STAFF REVIEW: **Summary**
The City of De Pere is requesting a new 12-foot-wide underground easement, created by the City of De Pere for Wisconsin Public Service on the east-central Side of 335 S Broadway ST.

Details

The City owns and leases space on the wireless telecommunications tower on the property. Dish Network is currently leasing space on the tower. A new electric line needs to be run across the City property to allow Dish Network to operate their facilities. To facilitate this, Wisconsin Public Service is requesting a 12-foot-wide easement across the City property to run a new electric facility to the City tower and provide service to Dish Network. An easement document is included with the report for Plan Commission's consideration prior to consideration by the Common Council.

STAFF RECOMMENDATION: Staff recommends APPROVAL of the 12-foot-wide underground easement and forwarding the recommendation to the Common Council for final approval. The final easement language will be subject to the final approval of the City Attorney's office.



Planning/Zoning Application

Planning & Zoning Department

8.b

Submitted On:

Sep 19, 2024, 09:39AM EDT

Parcel Number: (Include ALL parcels)	ED-275
Nearest property address to the project site:	Street Address: 335 S Broadway ST City: De Pere State: W Zip: 54115
Check each project type that is being applied for:	Easement
Is this project creating a new easement or releasing an existing easement?	New Easement
Current De Pere Zoning Districts:	PI-1
Existing Site Land Uses:	Public & Civic
Proposed Site Land Uses:	Public & Civic
Does the project comply with the Comprehensive Plan?	Yes
Has City Staff been contacted for a preapplication meeting?	Yes
Property Owner:	First Name: City of De Pere Last Name: City of De Pere
Is the property owner's address the same as the nearest property address?	Yes
Property Owner's Phone Number:	920-339-4043
Property Owner's Email Address:	pschleinz@deperewi.gov
Is someone processing the project for the property owner as their authorized representative?	Yes
Authorized Representative's Name:	First Name: Peter Last Name: Schleinz
Authorized Representative's Business Name:	City of De Pere
Authorized Representative's	

Phone Number:		920-339-4043	8.b
Authorized Representative's Email Address:		pschleinz@deperewi.gov	
Please attach an EXHIBIT MAP with the easement boundary.		Easement and Temporary Exhibit - 05 Oct 2023.pdf	
Please attach a WORD DOCUMENT with the boundary legal description and a description about why the easement change is needed.		Legal Description - 12' WPS underground easement.rtf	
How do you plan on paying for your application?		City is the petitioner	
Total Due:		\$375.00	
Signature Data	First Name: Peter Last Name: Schleinz Email Address: pschleinz@deperewi.gov		
			
		Signed at: September 19, 2024 9:39am America/New_York	
User's Session Information		IP Address: 216.56.64.34 Referrer URL:	

3307278**Easement**

THIS INDENTURE is made this _____ day of _____, _____, by and between **City of De Pere, a Municipal Corporation** ("Grantor") and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin Corporation, along with its successors and assigns (collectively, "Grantee") for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor, owner of land, hereby grants and warrants to, Grantee, a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area" more particularly described as follows:

Part of **Reserve Block 63** of the recorded plat of **Dickinson's Addition to the Plat of De Pere**; being part of Private Claim 33 and 34, East Side of Fox River, **City of De Pere, County of Brown, State of Wisconsin**, as shown on the attached **Exhibit "A"**.

Return to:
Wisconsin Public Service Corp.
Real Estate Dept.
P.O. Box 19001
Green Bay, WI 54307-9001

Tax Parcel Identification Number (PIN)

ED-275

1. **Purpose: ELECTRIC UNDERGROUND** - The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted switch-fuse units, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee shall have the right to enter on and across any of the Grantor's property outside of the easement area as may be reasonably necessary to gain access to the easement area and as may be reasonably necessary for the construction, installation, operation, maintenance, inspection, removal or replacement of the Grantee's facilities.
3. **Relocation:** In the event that Grantor requires the relocation of the electrical facilities within the easement area due to building construction, installation of roads and/or driveways, or development and redevelopment activities on land surrounding the easement area, Grantee agrees to relocate said electrical facilities at its expense, on a one-time basis, upon reasonable written notice from Grantor, provided that Grantor provides a suitable alternate location for said facilities with all necessary easement rights using standard easement language for their construction and maintenance at the new location. This relocation agreement applies to the original Grantor only and does not apply to any heirs, successors or assigns of said land.

4. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric and gas codes or any amendments thereto.
5. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
6. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
7. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until sometime in the future, and that none of the rights herein granted shall be lost by non-use.
8. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
9. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document *or* voluntarily waives the five day review period.

[REMAINDER OF PAGE LEFT BLANK]

WITNESS the hand and seal of the Grantor the day and year first above written

City of De Pere, a Municipal Corporation

Organization name

Sign Name

Print name & title

Sign Name

Print name & title

STATE)

OF)SS

COUNTY)

OF

This instrument was acknowledged before me this _____ day of _____, _____, by the above-named _____ **City of De Pere, a Municipal Corporation**, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same

Sign Name

Print Name

Notary Public, State of

My Commission expires:

This instrument drafted by: Kate Trout

Wisconsin Public Service Corporation

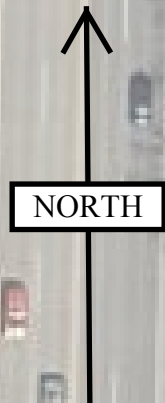
REMS Entity ID	WR Number	Document ID	REMS Formatted Number
1468659	WMIS-3346391	3307278	INT11-468-659

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FOUN

563.02

8.c

EXHIBIT "A"
NOT TO SCALE
FOR REFERENCE ONLY



LEGAL DESCRIPTION 1- 12' WPS UNDERGROUND EASEMENT

Part of Reserve Block 63 of the recorded plat of Dickinson's Addition to the Plat of De Pere; being part of Private Claim 33 and 34, East Side of Fox River, City of De Pere, County of Brown, State of Wisconsin, as shown on the attached Exhibit "A".



City of De Pere, Wisconsin

Request For Plan Commission Action

MEETING DATE: September 23, 2024

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Discussion about site plans received since the August 2024 Plan Commission meeting and review of the status of recently approved development projects.

ATTACHMENTS:

- Site Plan Reviews Memo - September 2024 (DOCX)

CITY OF DE PERE MEMO



To: James Boyd, Mayor
Plan Commission Members

From: Peter Schleinz, Senior Planner | Zoning Administrator

Date: September 23, 2024

RE: **Discussion about site plans received since the August 2024 Plan Commission meeting and review of the status of recently approved development projects.**

Summary:

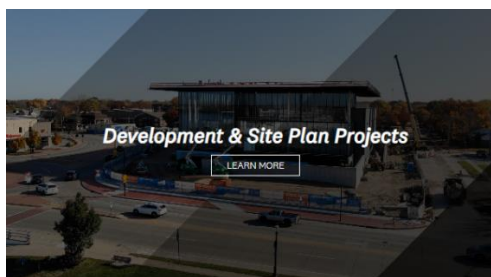
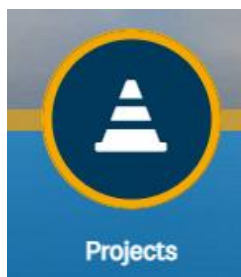
The City of De Pere approved a new Zoning Ordinance that became effective on January 1, 2023. The new Zoning Ordinance speeds up the site plan review process by allowing staff to approve site plan proposals that comply with the Zoning Ordinance.

Attached is a list of site plans that are either awaiting developer revisions, under staff review, recently approved, recently completed, or denied. Updated information is also available on the City website.

Development and Site Plan Projects are Available Online

Updated development and site plan project information is available to Plan Commission and the public at any time by accessing the City website, clicking on 'Projects', and clicking on 'Development & Site Plan Projects'.

- City Website Link: <https://www.deperewi.gov/>



There are two alternatives to access the development and site plan project information online: The first alternative is navigating to the Planning & Zoning page. The second alternative is direct access using the following link: <https://www.deperewi.gov/topic/index.php?topicid=574&structureid=124>.

Development and Site Plan Information Available

The development and site plan projects page includes an interactive project map, a list of projects, and tables for project status with a link to the actual site plans and project contacts.

Staff Recommendation

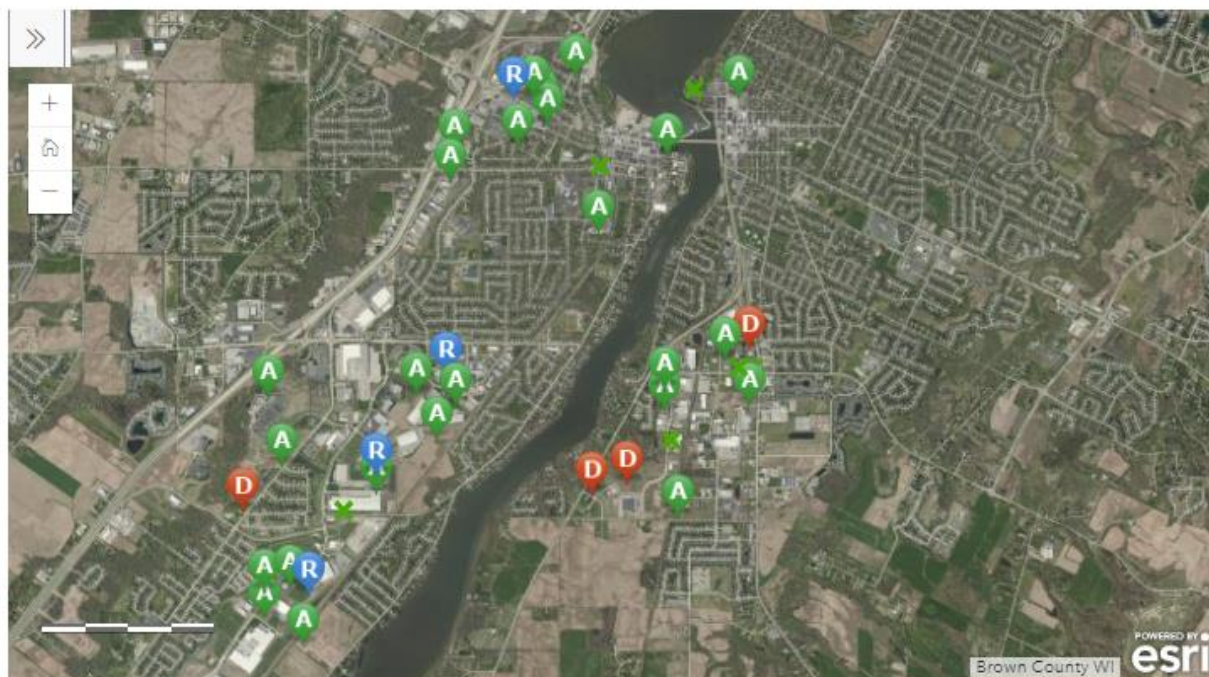
Review the attached list. Ask staff questions, if any, about specific site plan projects.

Page last updated on September 17, 2024.

Development & Site Plan Projects

This page includes a linked Project Map with the locations of recent development and site plan projects in the City of De Pere that are either being revised by the developer (D), under staff review (R), recently approved (A), recently completed (green X), or recently denied (red X). For additional information about a specific project, access to developer contact information, and site plans, click on the project in the List of Projects.

Project Map



List of Projects

Developer Revising Plans:

- 2000 Commerce DR - New Amerilux Building
- 1302 S Broadway ST - Unity Hospice Resale Store Renovation
- 2108-2118 Lawrence DR - New Green Bay Nursery
- 411 Destiny DR - Destiny Church Addition

Projects that are Under Staff Review:

- 1751 W Matthew DR - Sustana Fibers Flash Dryer System Addition
- 1414 Builders CT - New Badgerland Supply Warehouse
- 2107 American BL - New Robinson Metal Driveway
- 950 Main AV, Unit A - Dunkin' Facade Replacement

Projects that are Recently Approved:

- 310 N Wisconsin ST - Saltbox Tile & Stone Gallery Facade Replacement
- 1404 Enterprise DR - New Contractor Warehouses
- 1121 Grant ST - Country Visions Facade Maintenance
- 201 N Ninth ST - Two Birds Bakery Cafe Fence
- 803 Main AV - New Caribou Coffee
- 2121 American BL - New Robinson Metal Loading Docks and Pavement
- 820 Main AV - New North Shore Bank
- 850 Morning Glory LN - New De Pere Housing Authority Generator
- 1840 S Broadway ST - New Valley Cabinet
- 1775 E Matthew DR - Schreiber Foods Concrete Pad and Screening
- 516 N Eighth ST - New DSSB LLC Facade
- 2005 Venture AV - New Massman Corporate INC
- 290 Reid ST - New St. Norbert College Schneider School of Business
- 600 Heritage RD - Belmark Plant 1 Addition
- 925 Sixth ST - MSC Master Plan - Including Fuel Tank Renovation
- 2257 American BL - Bayside Machine Building Addition
- 2211 American BL - Nicolet Real Estate Addition
- 1862 Commerce DR - New Belmark Plant 8
- 1768 W Matthew DR - New Wolter INC
- 1100 Employers BL - Preserve Development Refuse Enclosure Addition
- 421 Lawrence DR - Creekside Christian Montessori Fence Addition
- 100 William ST - New Nelson Pavilion at Voyageur Park
- 1600 N Honeysuckle CI - New Preserve Development Clubhouse
- 2222 American BL - Washworld Building Addition
- 701 Millennium CT - Storage Shop USA Phase 2 & 3 Addition
- 410-416 Willie Mays CI - New Waterview Heights Apartments

Projects that are Recently Completed:

- 875 Heritage RD - New Chicago Street Pub - Swan Club Parking
- 875 Heritage RD - Chicago Street Pub - Swan Club Addition
- 2121 American BL - Fytertech Screening Addition
- 1891 Commerce DR - Bedford Paper Addition
- 601 Grant ST - New Christian Outreach Tree Sculpture

Projects that are Recently Denied:

- None

Additional Project Status Information

Dunkin' Facade Replacement

Address: 950 Main AV, Unit A

Parcel Number: WD-709-1

City Funding: TID 13

Developer or Authorized Representative: Erik Valiulius, MRV Architects INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Saltbox Tile & Stone Gallery Facade Replacement

Address: 310 N Wisconsin ST

Parcel Number: ED-878

City Funding: YES

Developer or Authorized Representative: Tom Lemkuil, Lemkuil Architectural Designs LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 11, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Amerilux Building

Address: 2000 Commerce DR

Parcel Number: ED-3103

City Funding: TID 17

Developer or Authorized Representative: Robert Mach, Mach IV Engineering & Surveying

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Robinson Metal Driveway

Address: 2107 American BL

Parcel Number: WD-1040, WD-1041-1, WD-104102, WD-1043

City Funding: TID 11

Developer or Authorized Representative: Steven Kolar, Payne & Dolan INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Badgerland Supply Warehouse**

Address: 1414 Builders CT

Parcel Number: WD-L176-1

City Funding: No

Developer or Authorized Representative: Patrick Kuehl, Robert E Lee & Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Country Visions Facade Maintenance**

Address: 1221 Grant ST

Parcel Number: WD-D0217-1

City Funding: No

Developer or Authorized Representative: Olivia Vander Heiden, Alliance Construction & Design

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 22, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Two Birds Bakery Cafe Fence

Address: 201 N Ninth ST

Parcel Number: WD-709-3-4

City Funding: TID 13

Developer or Authorized Representative: Barry Peters, Two Birds Bakery Cafe'

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 05, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Contractor Warehouses**

Address: 1405 Enterprise DR

Parcel Number: ED-2077-1

City Funding: No

Developer or Authorized Representative: Mathew Litchfield, Mach IV Engineering & Surveying LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 03, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Unity Hospice Resale Store Renovation**

Address: 1302 S Broadway ST

Parcel Number: ED-F0103-6

City Funding: No

Developer or Authorized Representative: Collin Arndt, AIA, Somerville Architects & Engineers

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Robinson Metal Loading Docks and Pavement

Address: 2121 American BL

Parcel Number: WD-1040

City Funding: No

Developer or Authorized Representative: Steve Kolar, Payne & Dolan INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - July 2, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Green Bay Nursery

Address: 2108-2118 Lawrence DR

Parcel Number: WD-L281-1

City Funding: TID 15

Developer or Authorized Representative: Tanner Wojcik, Vierbicher

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Christian Outreach Tree Sculpture

Address: 601 Grant ST

Parcel Number: WD-99

City Funding: No

Developer or Authorized Representative: Dan Van Rite, Van Rite & Father INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 06, 2024 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 22, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)

New Chicago Street Pub - Swan Club Parking

Address: 875 Heritage RD

Parcel Number: ED-F0103-1

City Funding: No

Developer or Authorized Representative: Patrick Kuehl, Robert E Lee & Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 12, 2024 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 31, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)**New DSSB LLC Facade**

Address: 516 N Eighth ST

Parcel Number: WD-515-1

City Funding: No

Developer or Authorized Representative: Doug Schoenwalder

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - May 10, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Valley Cabinet**

Address: 1840 S Broadway ST

Parcel Number: ED-F0101

City Funding: No

Developer or Authorized Representative: Mike Kohlbeck, McMahon Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 11, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Chicago Street Pub - Swan Club Addition

Address: 875 Heritage RD

Parcel Number: ED-F0103-1, ED-F0103-5

City Funding: No

Developer or Authorized Representative: Patrick Kuehl, Robert E Lee & Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Apr 25, 2024 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 31, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)**New De Pere Housing Authority Generator**

Address: 850 Morning Glory LN

Parcel Number: WD-86-5

City Funding: No

Developer or Authorized Representative: David Johnson, Architects Group LTD

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 26, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Massman Corporate INC**

Address: 2005 Venture AV

Parcel Number: WD-D0076

City Funding: TID 11

Developer or Authorized Representative: John Davel, Davel Engineering & Environmental INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - May 10, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Belmark Plant 1 Addition

Address: 600 Heritage RD

Parcel Number: ED-F0096, ED-F0095, ED-D29-1

City Funding: TID 10

Developer or Authorized Representative: Carolyn Adler, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Apr 17, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New St. Norbert College Schneider School of Business

Address: 290 Reid ST

Parcel Number: WD-905, WD-934

City Funding: No

Developer or Authorized Representative: Chris Dahlke, Director of Facilities Management, Saint Norbert College

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Apr 25, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Caribou Coffee

Address: 803 Main AV

Parcel Number: WD-84-3, WD-84

City Funding: No

Developer or Authorized Representative: Brandon Robaidek, Robert E. Lee and Associates INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review	Site Plan Approved - 30 Jul 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Destiny Church Addition

Address: 1205 Lawrence DR

Parcel Number: ED-F0081-1

City Funding: No

Developer or Authorized Representative: Mathew Litchfield, Mach IV Engineering & Surveying LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)***Schreiber Foods Concrete Pad and Screening***

Address: 1775 E Matthew DR

Parcel Number: WD-364-D-506-1

City Funding: No

Developer or Authorized Representative: Paul Stimpson, Schreiber Foods

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 5, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)***Fytertech Screening Addition***

Address: 2121 American BL

Parcel Number: WD-1040

City Funding: No

Developer or Authorized Representative: Tom Bartman, Maintenance Manager, Fytertech Nonwovens

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Nov 9, 2023 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 22, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)

Nicolet Real Estate Addition

Address: 2211 American BL

Parcel Number: WD-1375

City Funding: No

Developer or Authorized Representative: Colin Meisel, Project Manager, Ruekert & Mielke INC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review (C)	Site Plan Approved - 06 Dec 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New Belmark Plant 8

Address: 1862 Commerce DR

Parcel Number: ED-344-101-5

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Ron Wolf, Project Engineer, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review (C)	Site Plan Approved - Nov 15, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Preserve Development Refuse Enclosure Addition

Address: 1100 Employers BL

Parcel Number: WD-D0031

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Bill Kingston, Developer, Preserve Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Oct 17, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Creekside Christian Montessori Fence Addition

Address: 421 Lawrence DR

Parcel Number: WD-0209, WD-0209-1

City Funding: No

Developer or Authorized Representative: Thomas Barrett, Vice President

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 27, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**MSC Master Plan - Including Fuel Tank Renovation**

Address: 925 S Sixth ST

Parcel Number: WD-142

City Funding: City Project

Developer or Authorized Representative: Scott Thoresen, Director of Public Works

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - 22 Jan 2023 (C)	Common Council Approved - Mar 05, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Wolter INC**

Address: 1768 W Matthew DR

Parcel Number: WD-364-D-505-8

City Funding: No

Developer or Authorized Representative: David Gehrt, Vice President, One Source Construction Corporation

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Oct 24, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

New North Shore Bank

Address: 820 Main AV

Parcel Number: WD-534, WD-535, WD-536, WD-533-1

City Funding: No

Developer or Authorized Representative: Michael Leidig, EIT, Robert E Lee and Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 27, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Preserve Development Clubhouse**

Address: 1600 N Honeysuckle CI

Parcel Number: WD-D0034-1

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Bill Kingston, Developer, Preserve Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 11, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Bedford Paper Addition**

Address: 1891 Commerce DR

Parcel Number: ED-344-102-4

City Funding: No

Developer or Authorized Representative: Lee St Aubin, Architect, Baisch Engineering

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Jun 12, 2023 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 22, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)

New Nelson Pavilion at Voyageur Park

Address: 100 William ST

Parcel Number: ED-728

City Funding: City Project

Developer or Authorized Representative: Kevin Chevalier, Project Manager, McMahon Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Sep 1, 2023 (C)	Permits Issued or Under Construction (C)	Certificate of Occupancy Issued (C)	Project Completed - Jul 30, 2024 (C)
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[Click here to see the site plan and developer contact information.](#)**Washworld Building Addition**

Address: 2222 American BL

Parcel Number: WD-1136-1

City Funding: No

Developer or Authorized Representative: Bob Mach, PE, Mach IV Engineering & Surveying LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review (C)	Site Plan Approved - Aug 9, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Sustana Fibers Flash Dryer System Addition**

Address: 1751 W Matthew DR

Parcel Number: WD-364-D-526

City Funding: No

Developer or Authorized Representative: Eric Simenson, President, Precision Industrial Contractors

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review	Site Plan Approved or Denied	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

Storage Shop USA Phase 2 & 3 Addition

Address: 701 Millennium CT

Parcel Number: ED-3090

City Funding: No

Developer or Authorized Representative: Dave Anderson, Owner, Town and Country Development LLC

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Sep 26, 2022 (C)	Site Plan Approved - Oct 4, 2022 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**Bayside Machine Building Addition**

Address: 2257 American BL

Parcel Number: WD-1371

City Funding: TID (Tax Increment District)

Developer or Authorized Representative: Aaron Breitenfeldt, Project Manager, Robert E Lee & Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved - Jan 23, 2024 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)**New Waterview Heights Apartments**

Address: 410-416 Willie Mays CI

Parcel Number: WD-2197

City Funding: No

Developer or Authorized Representative: Brad Tremel, Engineering Tech II, Robert E Lee & Associates

Project Status:
(C) indicates Completed Step

Submit Site Plan and Review Fee (C)	Developer Revising Plans (C)	Staff Review in Progress (C)	Plan Commission Review - Oct 24, 2022 (C)	Site Plan Approved May 10, 2023 (C)	Permits Issued or Under Construction	Certificate of Occupancy Issued	Project Completed
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[Click here to see the site plan and developer contact information.](#)

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