



Plan Commission

Regular Meeting

Final Minutes

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

Monday, September 23, 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	Excused	
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 August 26, 2024 Plan Commission meeting.

Ald. Hansen noted that his name was misspelled in the minutes under item 7 of page 2 of the minutes. Staff noted that the typo would be corrected. There were no other corrections.

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

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Plan Commission. §6-3(f) DPMC.

There were no public comments.

RESULT:	DISCUSSED
----------------	------------------

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

City Planner Peter Schleinzi reviewed the final extraterritorial plat of Little Rapids Subdivision. Staff recommended approval of the final plat. Ald. Hansen moved, seconded by Brenda Busch, to approve the final plat and forward it to Common Council for final approval. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Brenda Busch, Commissioner
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Schilling
EXCUSED:	Shane Raymaker

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).*

City Planner Peter Schleinz reviewed the zoning map amendment for the Mulva Cultural Center at 221 S Broadway Street. Peter noted that electronic message signs are generally not permitted in the MX1 district, but are allowed in the PI-2 District, which is the reason for this amendment. Staff recommended changing the time of the message duration from 8 seconds to 60 seconds. He added that the Mulva representative would like to discuss changing the time to 15 seconds, not 60 seconds. Staff recommended approval of the zoning map amendment. Ald. Hansen asked for clarification on the location of the sign since the report states it is located on the southeast facade of the building. Peter clarified that it is located in the southwest corner of the facade. Mayor Boyd moved, seconded by Brenda Busch, to open the meeting. Upon vote, motion carried unanimously. Marv Wall from the Mulva Cultural Center addressed the commission. Discussion followed. Staff noted that some of the concerns with the sign are that it will be distracting to drivers. Mr. Wall explained that the center portion of the sign will be used to advertise the larger exhibits, while the corners of the sign will be used for other advertisements for the Mulva Center. Mayor Boyd moved, seconded by Ald. Gantz to go back to regular order. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Ald. Hansen to approve the zoning map amendment with the agreement between the Plan Commission and the applicant that the message duration be changed from 60 seconds to 15 seconds, with both sides of the electronic sign changing simultaneously, and requiring that only a third of the sign being digital. Upon vote, motion carried unanimously.

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

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).*

City Planner Peter Schleinz reviewed the zoning map amendment from BP-1 to C at 1302 S Broadway St, 1314 S Broadway St, and 860 O'Keefe Rd. Staff recommended approval of the amendment. Mayor Boyd moved, seconded by Grant Schilling, to approve the zoning map amendment. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Grant Schilling, Commissioner
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Schilling
EXCUSED:	Shane Raymaker

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).*

City Planner Peter Schleinze reviewed the zoning map amendment at 2000 Commerce Drive. Staff recommended approval of the zoning map amendment. Peter noted that staff received a number of emails and phone calls regarding this request and that there were residents in the audience that wished to speak. Mayor Boyd moved, seconded by Grant Schilling, to open the meeting. Upon vote, motion carried unanimously. Mike Stoller addressed the commission. His mother lives in one of the homes directly behind the parcel. First question: does the rezoning affect the conservancy and the stormwater pond and the strip of land that the property owners own? Peter stated that the rezoning does not affect the strip of land owned by the property owners. The stormwater pond is zoned conservancy and will remain conservancy. Mr. Stoller's second question was if changing the strip of conservancy to BP-2 allows the property owner to get closer to the property line that is owned by the homeowners. His last question was is their site plan going to change at all from what the residents were already shown. Development Services Director Daniel Lindstrom replied that this is just meant to be a clean-up action so the single parcel has only one zoning category and that the proposed zoning map amendment action does not have an impact on proposed site plan layouts. Mayor Boyd asked if that answered Mr. Stoller's questions, and he stated that he was satisfied with the answers given by staff. Next, Kurt Voss with Amerilux Holdings spoke. He stated that Amerilux will do what they can to be a good neighbor to the residents, but at the same time, the residents also need to share in the responsibility. Lastly, Mary Jane Stoller who lives at 665 Ravine Drive spoke. She didn't have any questions, but expressed her concern with the lights and the traffic from the commercial parcel. Mayor Boyd moved, seconded by Mark Higgins, to go back to regular order. Upon vote, motion carried unanimously. Mayor Boyd moved, seconded by Ald. Gantz, to approve the zoning map amendment. Upon vote, motion carried unanimously.

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

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).*

City Planner Peter Scheinz reviewed the new 12-foot underground easement request at 335 S Broadway Street. He explained that 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. Staff

recommended approval of the easement and forwarding the request to Common Council for final approval. Mark Higgins moved, seconded by Ald. Gantz, to approve the new easement. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mark Higgins, Commissioner
SECONDER:	Pamela Gantz, Alderperson
AYES:	Boyd, Busch, Gantz, Hansen, Higgins, Schilling
EXCUSED:	Shane Raymaker

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

City Planner Peter Schleinz provided an update on the status of recently approved development projects since the August 2024 Plan Commission meeting. There were no comments or questions.

RESULT:	DISCUSSED
----------------	------------------

Adjournment

Mayor Boyd moved, seconded by Mark Higgins, to adjourn the meeting at 7:56 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker