



Plan Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Monday, September 23, 2019

7:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 7:00 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
James Boyd	Aldersperson	Present	
Derek Beiderwieden	Commissioner	Present	
Brenda Busch	Commissioner	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Aldersperson	Excused	
Grant Schilling	Commissioner	Present	

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

2. Approval of the minutes of the August 26, 2019 Plan Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Michael J. Walsh, Mayor
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Schilling
EXCUSED:	Dean Raasch

3. Staff recommendation and possible action regarding the removal of part of an expired Planned Development (PDD) overlay that is related to a PDD General Development Plan application for a new office building at 2100 BLK Innovation Court (Parcels WD-D0036 & WD-D0035-1-1).*

City Planner Peter Schleinz reviewed the removal of part of an expired Planned Development overlay that is part of a PDD General Development Plan application for a new office building at the 2100 Block of Innovation Court. Staff determined that the General Development Plan referenced design details that did not require a revised Planned Development District overlay, making it more efficient to remove the PDD overlay so the proposed project can be reviewed by Plan Commission as a site plan. Staff recommended approval, subject to no conditions. Mayor Walsh moved, seconded by Derek Beiderwieden, to approve the removal of the PDD overlay. Upon vote, motion carried unanimously. This project is similar to a rezoning project, which requires a Plan Commission recommendation, Class II public hearing, and a final decision by Common Council. The public hearing and Council decision are expected to occur on October 15, 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Schilling
EXCUSED:	Dean Raasch

4. Staff recommendation and possible action regarding a Site Plan request for a new building façade, fence, and landscaping at 715 N Eighth Street (Parcel WD-609).

City Planner Peter Schleinzi reviewed the site plan for a new building facade for an existing building at 715 N Eighth Street. The applicant is proposing the use of brick at the base, with metal above and has added some additional landscaping to soften the metal building. This level of review typically only requires an administrative review, but Plan Commission review is required due to the material changes proposed for the building. Staff recommended approval of the site plan, subject to the conditions outlined in the report and also recommended approval of the metal siding material. Mayor Walsh asked if staff had an opportunity to look at the material. Peter stated that they did see a sample of the siding. Derek Beiderwieden moved, seconded by Mark Higgins, to approve the site plan. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Mark Higgins, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Schilling
EXCUSED:	Dean Raasch

5. Staff recommendation and possible action regarding a Site Plan request for a warehouse and parking lot addition at 2200 BLK American Boulevard (Parcel WD-1137-2).

City Planner Peter Schleinzi reviewed the site plan for a new warehouse and parking lot addition at the 2200 block of American Boulevard. The lower portion of the building is a split face masonry veneer and the upper portion is an embossed insulated metal panel with an exposed aggregate finish. Staff recommended approval of the site plan, subject to the conditions in the report. Staff also recommended approval of the use of an exposed aggregate finish on the warehouse in the following locations:

- On the front facade, over the first floor offices.
- On the two side facades over the height of the tops of windows and doors.
- On the entire rear facade as a temporary material to accommodate future expansion, which must be brought up to code with 25% approved material by July 1, 2025 (5 years) if the expansion does not occur.

Discussion followed regarding the gravel area which connects to the adjacent property. The recommendation was made for this gravel area to be replaced with asphalt. Mayor Walsh moved, seconded by Alderperson Boyd, to approve the site plan with all conditions. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Schilling
EXCUSED:	Dean Raasch

6. Status of City of De Pere Zoning Code Ordinance Rewrite -- September 2019.

City Planner Peter Schleinzi provided an update on the Zoning Code Ordinance Rewrite. He reported that staff and the consultant are preparing for the public comment phase of the project, which is expected to occur in the first quarter of 2020. Also, Module 2 should be presented to the Plan Commission by staff in October. Mayor Walsh asked when the Plan Commission will vote on the final draft. Peter stated that it could be as early as April or as late as July, depending on the number of required revisions that are needed. Mayor Walsh moved, seconded by Mark Higgins, to receive and place the report on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Mark Higgins, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Busch, Higgins, Schilling
EXCUSED:	Dean Raasch

Adjournment

Mayor Walsh moved, seconded by Derek Beiderwieden, to adjourn the meeting at 7:25 PM.
Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker