



Plan Commission

Regular Meeting

Final Minutes

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

Monday, February 25, 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	
Larry Lueck	Aldersperson	Present	
Derek Beiderwieden	Commissioner	Present	
Amy Kundinger	Commissioner	Present	
Steve Taylor	Commissioner	Excused	
Grant Schilling	Commissioner	Present	

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

- Approval of the minutes of the February 5, 2019 Special Plan Commission meeting. **Adopted [Unanimous]**
- Recommendation regarding a Proposed Extraterritorial 39 Lot and 1 Outlot final plat of Carpenter's Crossing South at 2700 BLK Lawrence Drive in the Town of Lawrence (Part of Parcels L-474 & L-475). Submitted by Joel Ehrfurth, PLS, Mach IV Engineering, authorized representative for Town of Lawrence, property owner. ***Adopted [Unanimous]**

Staff recommended approval of the final plat, subject to the conditions outlined in the report. Derek Beiderwieden moved, seconded by James Boyd, to approve the plat. Upon vote, motion carried unanimously. This item will be reviewed by the Common Council on March 5, 2019.

- Review and recommendation for an amended Conditional Use Permit application for a proposed new commercial building to have residential units on upper floors (above the previously approved second floor) at 1081 N. Broadway Street (Parcel ED-1128-E-1-3) in the B-2 (General Business) Zoning District. Submitted by Dave Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner. ***Adopted [Unanimous]**

City Planner Peter Schlein reviewed the amended conditional use permit for 1081 N Broadway. He noted that the conditional use was initially approved by the Plan Commission in August 2018. At that time, the conditional use was approved for residential use on a second floor. However, the petitioner has revised the proposal to include additional floors, thus the conditional use must be amended to include all upper floors. Staff recommended approval of the amended conditional use, subject to conditions outlined in the report. Mayor Walsh moved, seconded by Derek Beiderwieden, to approve the amended conditional use. Upon vote, motion carried unanimously. This item will be reviewed by the Common Council on March 19, 2019.

5. Land use interpretation request for a proposed event hall and arcade at 800 O'Keefe Road (Parcel ED-2077) in the I-1 (Industrial Park) District. Submitted by Erik Thoren, TitleTown Pinball LLC, authorized representative for Smet Investments LLC, property owner. **Adopted [Unanimous]**

City Planner Peter Schleinz reviewed the land use request to allow an event hall and arcade in the I-1 Industrial District. He noted that the proposed uses are not specific permitted uses in the I-1 District per Municipal Code. However, on June 19, 2018, the Common Council amended the Zoning Ordinance in order to add the following text to permitted uses: "Other uses that can be operated without creating objectionable noise, odor, dust, smoke, gas fumes or vapor, and that is not an offensive, dangerous or unwholesome use, and that is compatible with the use and occupancy of adjoining properties and is approved as a permitted use by the Plan Commission." Staff recommended approval with no conditions. There is no Common Council review. Amy Kunding moved, seconded by Grant Schilling, to approve the land use interpretation. Upon vote, motion carried unanimously.

6. Recommendation regarding a Site Plan for a building addition for Romo INC at 800 Heritage Road (Parcel ED-F0100-1). Submitted by Skyler Witalison, Mach IV Engineering, authorized representative for Darling Investments LLC, property owner. **Referred Back to Staff [Unanimous]**

City Planner Peter Schleinz reviewed the site plan for a building addition for Romo Inc. The applicant is proposing to construct an addition to an existing building in the East Industrial Park. He noted that there are two components of the project that do not meet Code. The two main issues are:

1. The building addition is proposed to be made entirely of architectural metal panel. In the past, the Plan Commission has approved the use of some metal panel on a case by case basis, but only above a certain height. However, building facades that face streets should not be made of metal.

2. The location of the outdoor storage area must be in either the rear yard or at the back 25% of the side yard.

Because of these two issues, staff recommended that the project be moved forward to the March Plan Commission meeting in order to provide time for the applicant to revise the site plan so it meets code requirements. However, the applicant requested to submit the site plan as is without making the suggested changes. Mayor Walsh voiced his main concern, which is the use of the metal panel for the entire building addition. He stated that he would like to adhere to the standards that the City has set for the industrial parks. James Boyd agreed with the Mayor's comments. Mayor Walsh moved, seconded by Amy Kunding, to open the meeting. Upon vote, motion carried unanimously. The petitioners, Bob Mach (Mach IV Engineering) and Cory Van Wattering (Keller) addressed the board. Cory stated that the metal paneling being proposed was approved and used on both the Midland Plastics and FoxStar buildings. Peter Schleinz noted that in those cases, the metal paneling was only approved for the portion of the building above a certain height and also used masonry. Mayor Walsh explained that he would be in favor of a building addition that adhered to the standards and suggested that the petitioners work with staff to come up with a solution and then come back to the Plan Commission in March. Mayor Walsh moved, seconded by Derek Beiderwieden, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by James Boyd, to refer the item back to staff. Upon vote, motion carried unanimously.

7. Recommendation regarding a Site Plan for a new four building (56 unit) multifamily complex, with parking areas, called Tranquil Trails at 2900 BLK Ryan Road (Parcel ED-3072). Submitted by Jeff Marlow, Tranquil Trails LLC, authorized representative and property owner. **Referred Back to Staff [Unanimous]**

City Planner Peter Schleinzi reviewed the site plan for Tranquil Trails, a multifamily apartment complex on Ryan Road. He reported that staff did not receive the complete site plan until a few days before the meeting. Thus, there is quite a bit of insufficient information. He stated that if the Plan Commission is not comfortable with the status of the plan set as submitted, they could recommend the project be continued to the March meeting to allow for additional review and revision. Mayor Walsh stated that he has a couple of concerns: primarily the amount of time that staff has had to review the site plan and also that there may be push back from some of the area residential properties. James Boyd agreed with the Mayor's concerns. Mayor Walsh moved, seconded by Larry Lueck, to open the meeting. Upon vote, motion carried unanimously. Michelle Stimpson, the sales & marketing coordinator for Lexington Homes, addressed the board. She spoke about fencing, stressing the desire of the developer to utilize landscaping with trees rather than putting up a six foot fence. Mayor Walsh asked what the timeline for the project is and Michelle replied that they would like to get started as soon as possible. Jeff Marlow, authorized representative for Tranquil Trails, addressed the board. He added that the developers want to do whatever is necessary to work with the City on this project so both parties are satisfied with the results. Mayor Walsh stated that the size of this project requires a more thorough review and would like to refer this item back to staff and come back to the Plan Commission in March. Mayor Walsh moved, seconded by Grant Schilling, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by James Boyd, to refer the item back to staff. Upon vote, motion carried unanimously.

8. Status Report of City of De Pere Zoning Ordinance and Sign Ordinance Rewrite -- February 2019. **No Action**

City Planner Peter Schleinzi reported on the status of the Zoning Ordinance rewrite. Staff reviewed Module 2 and returned comments to the consultant. By March, a complete draft of the proposed new zoning code should be complete and available for staff review.

Adjournment

Mayor Walsh moved, seconded by Amy Kunderinger, to adjourn the meeting at 8:11 pm. Upon vote, motion carried unanimously.

No Vote

Respectfully submitted,
Kelly Barker