



Plan Commission

Regular Meeting

Final Minutes

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

Monday, April 22, 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	Alderman	Present	
Derek Beiderwieden	Commissioner	Present	
Mark Higgins	Commissioner	Present	
Dean Raasch	Alderman	Present	
Grant Schilling	Commissioner	Present	
Steve Taylor	Commissioner	Present	

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

2. Approval of the minutes of the March 25, 2019 Plan Commission Meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Higgins, Raasch, Schilling, Taylor

3. Recommendation regarding a Proposed Extraterritorial Four Lot Certified Survey Map at 4609 Cottonwood Lane in the Town of Ledgeview (Parcel D-2027). Submitted by Steven M. Bieda, PLS, Mau & Associates LLP, authorized representative for Ryan Radue, Seville Properties LLC, property owner.*

City Planner Peter Schlein reviewed the extraterritorial CSM at 4609 Cottonwood Lane in the Town of Ledgeview. The CSM is proposed to be divided into four residential lots to allow for groups of single family residences. Staff recommended approval of the CSM, subject to three conditions outlined in the staff report. Mayor Walsh moved, seconded by Alderman Boyd, to approve the CSM. Upon vote, motion carried unanimously. Common Council is expected to take action on May 21, 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderman
AYES:	Walsh, Boyd, Beiderwieden, Higgins, Raasch, Schilling, Taylor

4. Recommendation regarding a rezoning request from R-1 PDD (Single Family Residence District with a Planned Development District overlay) to R-2 PDD (Single and Two-Family Residence District with a Planned Development District overlay) at 1881 Southbridge Road (Parcel WD-1831), and the removal of a PDD overlay on City-Owned Parcel WD-L183-1-1. Submitted by Brandon Robaidek, EIT, authorized representative for Crosspoint Church INC, property owner of Parcel WD-1831.*

City Planner Peter Schlein reviewed the rezoning request for 1881 Southbridge Road. He explained the history of the parcel going back to 2007. The rezoning request will remove the PDD overlay that is expired and the strip of land that is owned by the City

will retain R-1 zoning. The larger parcel will be rezoned R-2 with a PDD overlay. Staff recommended approval subject to the condition that it meets all state and local regulations. Mayor Walsh moved, seconded by Derek Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. John Driscoll, who lives nearby, questioned why the development would be zoned R-2. Brandon Robaidek, the petitioner, stated that the developer plans on selling individual units, so the condos will be owner-occupied, not rentals. Mayor Walsh moved, seconded by Steve Taylor, to go back to regular order. Upon vote, motion carried unanimously. Alderperson Raasch moved, seconded by Alderperson Boyd, to approve the rezoning request. Upon vote, motion carried unanimously. The Common Council will take final action on the rezoning at the May 21, 2019 Council meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	James Boyd, Alderperson
AYES:	Walsh, Boyd, Beiderwieden, Higgins, Raasch, Schilling, Taylor

5. 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.

City Planner Peter Schleinzi reviewed the site plan for a building addition at Romo Inc. The site plan was initially reviewed at the February Plan Commission meeting but was referred back to staff for further revisions. Peter reported that the variance for the outdoor storage area was approved by a unanimous vote earlier in the evening at the Board of Appeals meeting. Staff identified that all elements of the site plan have been addressed and recommended approval subject to the conditions in the staff report. Derek Beiderwieden moved, seconded by Steve Taylor, approve the site plan. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Derek Beiderwieden, Commissioner
SECONDER:	Steve Taylor, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Higgins, Raasch, Schilling, Taylor

6. Recommendation regarding a Site Plan for a new building and parking garage called De Pere Brick Yard at 1091 N. Broadway Street (Parcel ED-1128-E-1-3). Submitted by Dave Hongisto, SISU Properties LLC, authorized representative for Nulund Group II LLC, property owner.

City Planner Peter Schleinzi reviewed the site plan for a new building, De Pere Brick Yard, at 1091 N Broadway Street. The proposed three story building, located behind the existing Dairy Queen, will have commercial on the first floor, with seven residential units on the second and third floors. The building will consist of all brick, with a metal canopy and some vinyl cedar shake siding. The vinyl siding is not a permitted material, but can be approved by the Plan Commission on a case by case basis. Staff recommended approval of the site plan, subject to staff comments. Alderperson Raasch moved, seconded by Mayor Walsh, to open the meeting. Upon vote, motion carried unanimously. Discussion followed regarding the siding and if a different material could be used. Development Services Director Kim Flom commented that staff recommends approval of this material and doesn't have a problem with its use because it is minimal and an accent. The topic of conversation shifted to landscaping and Dave Hongisto stated that he is

agreeable to the landscaping that the City is recommending, particularly on the west and south. Discussion continued regarding parking. The petitioner stated that he is in favor of the 45 degree parking stalls rather than 90 degree parking stalls because it creates smoother traffic flow. Development Services Director Kim Flom added that the parking should be consistent within a row. The two stalls at the north end are perpendicular, so they should be changed to 45 degrees to remain consistent. Alderperson Raasch commented on the stand alone separate garage and why it is necessary. Staff suggested that the garage be shifted one stall to the east so that all three stalls are on one side of the garage. Mayor Walsh moved, seconded by Steve Taylor, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by Alderperson Boyd, to approve the site plan, with the vinyl siding being allowed as an accent material, an updated landscaping plan being submitted, moving the garage down, and allowing the parking stalls to stay at a 45 degree angle. Upon vote, motion carried unanimously.

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

7. Recommendation regarding a Site Plan for a drive-thru expansion and new garbage/recycling enclosure for Burger King at 1007 Main Avenue (Parcel WD-D0200-3 & part of WD-D0200-2). Submitted by Richard J. Fisher, Fisher and Associates LLC, authorized representative for Main Street De Pere LLC and T&S Land Development LLC, property owners.

City Planner Peter Schleinzi reviewed the site plan for Burger King at 1007 Main Avenue. The proposal is to add a second lane to the drive-thru and rebuild a new dumpster on the west end of the property. Staff recommended approval of the site plan, subject to conditions outlined in the report. Planning staff included two suggestions, which are to remove the invasive Buckthorn trees and plant alternative plantings in their place, and to shorten or remove the concrete peninsula to allow for easier customer traffic flow. Mayor Walsh moved, seconded by Derek Beiderwieden, to open the meeting. Upon vote, motion carried unanimously. The petitioners, Tom Prevost and Rich Fischer, addressed the commission. They stated that they do not want to shorten the curb island because they do not believe that it will impede traffic flow. However, they are willing to remove the Buckthorn trees and plant different trees. Mayor Walsh moved, seconded by Alderperson Raasch, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh moved, seconded by Alderperson Raasch, to approve the site plan with the landscaping change but leaving the island as is. Upon vote, motion carried unanimously.

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

8. Recommendation regarding a Site Plan for a new playground, two baseball diamonds with dugouts and concessions area, electrical conduit, and additional parking for the Westwood Elementary School and West De Pere Middle School at 1155 Westwood Drive (Parcel WD-D0022 & WD-D0220). Submitted by Dan Peplinski, Point of Beginning INC, authorized representative for School District of West De Pere, property owner.

City Planner Peter Schlein reviewed the site plan for baseball diamonds with dugouts and a concession stand for Westwood Elementary and West De Pere Middle School. Staff recommended approval, subject to conditions outlined in the staff report. Mayor Walsh stated that he is concerned about the lack of landscaping. He feels that there will be push back from neighbors, and that additional screening would help somewhat. His other concern is the possible lighting at the ball diamonds. He would like the addition of the lighting to be reviewed by the Plan Commission when and if the school decides to add it. Alderperson Boyd added that parking concerns is another issue. Mayor Walsh moved, seconded by Steve Taylor, to open the meeting. Upon vote, motion carried unanimously. The petitioners, Clint Sully and Dan Peplinski stated that the district has no plans to put in lighting in the near future. They added that they will accommodate the landscaping requirements. The district has also held listening sessions with the public and spoke one-on-one with two of the neighbors adjacent to the site. Mayor Walsh moved, seconded by Alderperson Raasch, to go back to regular order. Upon vote, motion carried unanimously. Alderperson Boyd requested guidance from planning staff before taking action on the item. Development Services Director Kim Flom stated that one option would be for the commission to refer it back to staff in order to solicit neighborhood feedback. Alderperson Boyd moved, seconded by Derek Beiderwieden, to refer the item back to staff. Before voting, the petitioners wished to speak again. Mayor Walsh moved, seconded by Alderperson Raasch, to open the meeting. Upon vote, motion carried unanimously. Clint Sully stated that the district has been in contact with some of the neighbors, but did not canvas the neighborhood. Development Services Director Kim Flom asked if they have any minutes from the meetings, or record of any comments made. Mr. Sully did not have any minutes or comments to share. Mayor Walsh moved, seconded by Alderperson Raasch, to go back to regular order. Upon vote, motion carried unanimously. Mayor Walsh requested the motion be re-read. Kelly Barker stated the initial motion, which was Alderperson Boyd moved, seconded by Derek Beiderwieden, to refer the item back to staff in order to notify the neighbors before coming back to the May 28, 2019 Plan Commission meeting. Upon vote, motion carried unanimously.

RESULT:	REFERRED BACK TO STAFF [UNANIMOUS]
	Next: 5/28/2019 7:00 PM
MOVER:	James Boyd, Alderperson
SECONDER:	Derek Beiderwieden, Commissioner
AYES:	Walsh, Boyd, Beiderwieden, Higgins, Raasch, Schilling, Taylor

9. Presentation, discussion and possible action regarding the DRAFT De Pere Zoning Code Rewrite, Module 1 of 3, by Kirk Bishop, Duncan Associates, consultant.
- Due to time constraints for the consultant, this item was reviewed as item #3 of the agenda. The zoning code consultant, Kirk Bishop with Duncan Associates, provided an update on the zoning code rewrite project. He reviewed the preliminary part of the zoning ordinance which consists of the administrative and procedures module, Module 1, which includes five articles. There were no questions or comments from the Plan Commission members.

RESULT:	NO ACTION
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Adjournment

Mayor Walsh moved, seconded by Alderperson Raasch, to adjourn the meeting at 8:55 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker