

**MINUTES**  
**GREEN BAY PLAN COMMISSION**  
**Monday, October 27, 2014**  
**City Hall, Room 604**  
**6:00 p.m.**

**MEMBERS PRESENT:** Maribeth Conard, Linda Queoff, Ald. Jerry Wiezbiskie, Sidney Bremer, and Tim Duckett

**MEMBERS EXCUSED:** Tim Gilbert and Heather Mueller

**OTHERS PRESENT:** Bill Lockery, Paul Neumeyer, Dan Lindstrom, Ald. David Nennig, Joaquin Tabares, and Jose Tabares

**APPROVAL OF MINUTES:**

Approval of the minutes from the October 13, 2014, Plan Commission meeting

A motion was made by L. Queoff and seconded by T. Duckett to approve the minutes from the October 13, 2014, Plan Commission meeting. Motion carried.

**COMMUNICATIONS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

1. (ZP 14-35) Discussion and action on the request for a Conditional Use Permit (CUP) to authorize and permit the expansion of an existing two-family dwelling in a Low Density Residential (R1) District located at 1865 Deckner Avenue, submitted by Jose & Joaquin Tabares, property owners. (Ald. D. Nennig, District 5)

P. Neumeyer stated this is a request for a Conditional Use Permit (CUP) of an existing two-family dwelling looking to expand the existing two-family use. The neighborhood to the north of Deckner Avenue is mostly single-family dwellings with a couple of two-family homes nearby. The Comprehensive Plan recommends Low Density (R1) Residential. In 2003 there was down zoning of this particular area which included approximately 40 parcels from Third Residential to First Residential zoning. The subject property had been converted prior to 2003 and is considered a legal nonconforming use. Due to the down zoning and their plans to expand this use, they do need a CUP to make it a permitted use.

L. Queoff clarified with P. Neumeyer that they need a permit to allow for the two-family use to remain as a two-family use and not a conversion from a single-family use to a two-family home. He stated that was correct. She asked what would happen if they could not get the CUP. P. Neumeyer stated they would be considered as a legal nonconforming use.

P. Neumeyer stated they want to expand the existing two-family dwelling by 450 sq. ft. to the north of the property. This is going to be a two-story addition, with the first floor being additional garage space and the 2<sup>nd</sup> floor will be the living room addition with a bathroom and porch. This will not be visible from the street and the architecture will match the existing building. There are no pending issues or complaints on the property. Affected property owners were notified and there was one e-mail received objecting to the request. The e-mail was forwarded on to Ald. D. Nennig. Staff is recommending approval of the request subject to the standard site plan review.

M. Conard asked for clarification as to how the expansion would not be visible from the street. P. Neumeyer stated the addition will be to the back of the existing structure and will block the addition from street view.

Ald. J. Wiezbiskie asked if the other two-family dwellings in the area are conforming and if there are any plans to make them conforming. P. Neumeyer stated they are not and no plans at this time to make them conforming. They will continue to operate as they are until there is any type of remodeling or expansion. At that time they would then have to go through the same process as the Deckner Avenue property tonight.

M. Conard suspended the rules and opened the floor for public comments.

Ald. Nennig stated he does support the CUP request. He has been talking to the applicants for a couple of months. He stated the e-mail of objection may have misunderstood the applicant's intentions. They believed it is a single-family home being converted into a two-family home, which is not the case. He stated the Deckner Avenue property is very well maintained and is owned and occupied by two brothers. Their plans include expanding the upstairs, as it is rather small, and to build a small garage below the new living space. He believes it will be a nice addition to the property and should not impact the neighborhood at all.

L. Queoff asked Ald. D. Nennig if he was able to speak with the Holterman's, who are opposed to the request. He stated that he did, and they were under the impression that it was a single-family home being converted into a multi-family home. He stated they still don't agree with the request, but do understand better what the request is about.

Joaquin Tabares – 1865 Deckner Avenue: J. Tabares stated that he and his brother, Jose, own and occupy the property and want to expand and make the property better for their families.

M. Conard returned the meeting to regular order of business.

A motion was made by Ald. J. Wiezbiskie and seconded by L. Queoff to approve the request for a Conditional Use Permit (CUP) to authorize and permit the expansion of an existing two-family dwelling in a Low Density Residential (R1) District located at 1865 Deckner Avenue, subject to standard site plan review. Motion carried.

**INFORMATIONAL:**

2. (PP 12-02) University Avenue Corridor Brownfield Redevelopment Plan update.

D. Lindstrom informed the Plan Commission that at the next Plan Commission meeting he will be presenting the proposed University Avenue Corridor Brownfield Redevelopment Plan for their recommendation or revisions. The University Avenue Corridor Brownfield Redevelopment Plan is moving forward and it has now come down to when it will be moving forward. The last public meeting was well attended in September with over 100 attendees. The information from the meeting will be included in the plan update.

3. Information regarding Chapter 13-1400 - Traditional Neighborhood Development.

D. Lindstrom stated that included with the agenda packet is a section of the zoning code for Traditional Neighborhood Development (TND). He has brought this section to the Plan Commission's attention as there will be an application coming in within the next few weeks and wanted to make sure the Commission had the chance to review this section of code prior to the application.

D. Lindstrom stated this section of code essentially comes from the Comprehensive Plan. He described several different development patterns that have happened over the history of the City. Graphics of the different plans were displayed. He briefly explained the development patterns regarding downtown, neighborhoods, corridors, and fringe models. For the discussion they would be focused on the out highway beltline of the City of Green Bay. According to the Comprehensive Plan existing conditions analysis, streets developed after 1965 are away from the older traditional neighborhood patterns; meaning less sidewalks and trees. This area has newer residential development that has departed from the common development patterns of the older neighborhoods. The placements are less uniform with large attached garages that become the focal feature. TND neighborhoods are now starting to come back and include front porches and smaller lot sizes. This is very similar to the "New Urbanism" field of development. One of the components that came from the Comprehensive Plan process was the recommendation for a TND. This is also required by a State Statute.

The Comprehensive Plan recommended locations were shown for the development on the far East side of Green Bay. The new development should include a strong pedestrian emphasis in neighborhoods, neighborhood design incorporating sidewalks, street trees, narrower local (minor) residential streets with modest front setbacks, interconnected streets, nearby shops, and convenient access to transit.

D. Lindstrom explained what the TND ordinance was. He stated a TND is development and redevelopment of land consistent with the design principles of traditional neighborhoods, including:

- Compact and designed for the human scale
- Mixes of complementary land uses
- Mix of housing types, styles, and sizes
- Interconnectivity throughout an area (car, bike, pedestrian, etc)
- Retains historic or cultural elements
- Incorporates significant environmental features

Graphics were presented to show the difference between Conventional and Traditional Neighborhood Development. A major difference between the two is space and how it is utilized.

A breakdown was given regarding the subdivision process to include the typical development process and the TND development process. A typical development would include a preliminary plat submittal, staff/agency review, approval/denial based on state and local codes. A TND development process consists of an initial consultation with Planning staff, a conceptual plan approved by the Plan Commission and City Council, with a final plan being approved by the Plan Commission. If the concept plan was to be approved the applicant would then have 12 months to submit a final plan to the Plan Commission. Final requirements include:

- Total dwelling units (including affordable if applicable)
  - A final site plan with 2 foot contours
  - Location of proposed and existing structures with height and GFA noted
  - Location and function of open space
  - Circulation system
  - Stormwater plan
  - Detailed elevations of ponds
  - Utility plan
  - Written report

A question and answer discussion began. Commissioners were looking for clarification from D. Lindstrom regarding language of the code. There was also a brief discussion regarding the application/project that will be submitted for the next meeting.

4. Update on requirements for electronic signage in the City of Green Bay.

P. Neumeyer stated that at the August 25, 2014, Plan Commission meeting, Mackinaws presented an amendment to their existing monument sign. They wanted to go from a manual reader board to a digital message center. The question at that time from the Plan Commission was if there would be any animation and any related requirements. P. Neumeyer gave a handout to the Commission members on how electronic signage was regulated in the City of Green Bay. Included in the handout was a section of code dealing with video display signs, electronic message centers, chaser signs, and school signs. It was discussed to possibly take a look at the illumination of these signs to possibly dim them down during the overnight hours.

**OTHER:**

Director's Update on Council Actions

Bill Lockery reported the following information:

- The PUD request for 1510 Morrow Street was denied.
- All four of the BID 2015 Operating Plans were approved.
- The Larsen Green and East Town Mall sign amendments were moved to the final reading.
- The CUP request for the 2388 Manitowoc Road duplex, which was recommended for approval by the Plan Commission, was denied.

**SUBMITTED PETITIONS: (for informational purposes only)**

A motion was made by L. Queoff and seconded by T. Duckett to adjourn the meeting. Motion carried.

Meeting adjourned at 6:59 p.m.