

**MINUTES  
GREEN BAY PLAN COMMISSION  
Monday, April 11, 2016  
City Hall, Room 604  
6:00 p.m.**

***\*\*For more detailed information regarding the meeting, please see the meeting video on our website at <http://greenbaywi.gov/event/green-bay-plan-commission-meeting-2/> and follow the time stamp listed on each item.***

**MEMBERS PRESENT:** Maribeth Conard–Chair, Tim Gilbert-Vice Chair, Ald. Jerry Wiezbiskie, and Lisa Hanson

**MEMBERS EXCUSED:** Sid Bremer and Heather Mueller

**OTHERS PRESENT:** Kevin Vonck, Paul Neumeyer, Stephanie Hummel, Ald. Joe Moore, JoAnn Sawicki, Dennis Nuthals, and Steve Bieda

**APPROVAL OF MINUTES:**

Approval of the minutes from the March 7, 2016, Plan Commission meeting

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to approve the minutes from the April 11, 2016, Plan Commission meeting. Motion carried.

**COMMUNICATIONS:**

1. Request by Ald. Tom De Wane to bring forward all other changes (from State Budget) that were made during the last five years that may take control away from the City of Green Bay that we would normally have power over. (0:00:18)

K. Vonck stated they felt the Law Department was best to handle the request as it is dealing with legal changes. M. Conard asked if there is a reason why this was brought up at this point. K. Vonck stated this request deals with the cell tower at NEW Lutheran.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to refer to the Law Department a request by Ald. Tom De Wane to bring forward all other changes (from State Budget) that were made during the last five years that may take control away from the City of Green Bay that we would normally have power over. Motion carried.

2. Request by Ald. M. Steuer to allow the revocation of the grandfather clause that allows unpaved driveways and parking areas. (0:02:27)

K. Vonck stated staff's recommendation is to receive and place on file. He stated that they cannot revoke a "grandfather" clause. The only way changes can be enforced is if the homeowner/business owner makes a major change to the property that would come through the Plan Commission.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to receive and place on file a request by Ald. M. Steuer to allow the revocation of the grandfather clause that allows unpaved driveways and parking areas. Motion carried.

3. Request by Ald. M. Steuer that City Planning, DPW, Parks and Police examine the County bicycle and pedestrian plan to look at ways to implement more lanes, with safety in mind, throughout the City (also referred to Improvement & Services Committee). (0:04:10)

K. Vonck stated their recommendation is to receive and place on file. The Traffic Commission renamed themselves to the Pedestrian, Bicycle and Traffic Commission. The County is also updating their bicycle and pedestrian plan and has opened it up for public comments. City staff is holding off until the County has completed their process.

A motion was made by T. Gilbert and seconded by Ald. J. Wiezbiskie to receive and place on file a request by Ald. M. Steuer that City Planning, DPW, Parks and Police examine the County bicycle and pedestrian plan to look at ways to implement more lanes, with safety in mind, throughout the City (also referred to Improvement & Services Committee).

4. Request by Ald. M. Steuer for the following:
  - A. A zoning map and short report showing the locations of R1, R2, R3, R4, and MF in the City and the percentage of each against the zoning district.
  - B. A land-use map and short report showing the locations of SF, 2F, and MF in the City and the percentage of each against the total land use. (0:06:23)

K. Vonck stated staff's recommendation is to receive and place on file. K. Vonck stated that due to staff work load, they will not be able to fulfill the request.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to receive and place on file a request by Ald. M. Steuer for the following:

- A. A zoning map and short report showing the locations of R1, R2, R3, R4, and MF in the City and the percentage of each against the zoning district.
- B. A land-use map and short report showing the locations of SF, 2F, and MF in the City and the percentage of each against the total land use.

Motion carried.

5. Request by Ald. Tim De Wane to reconsider the zoning code at the 1200 block of E. Mason Street. (0:08:02)

K. Vonck stated that he spoke with Ald. Tim De Wane about the process and necessary steps the property owner will need to take to go forward with the rezoning request.

A motion was made by Ald. J. Wiezbiskie and seconded by L. Hanson to receive and place on file a request by Ald. Tim De Wane to reconsider the zoning code at the 1200 block of E. Mason Street. Motion carried.

6. Request by Ald. J. Moore to eliminate all permit fees for private lead pipe service line upgrades through December 31, 2017.(0:09:05)

K. Vonck stated that at this time they are asking the Commissioners to refer this request back to staff. He stated that Ald. J. Moore is here this evening and can elaborate more on his request.

Ald. J. Moore stated that he had no issue with the request being referred to staff for them to work on the request. He stated there are approximately 100 homes on the private side that need to be connected. He used a date of December 31, 2017 to get the private connections completed. He stated he will work with Staff on the request.

A motion was made by T. Gilbert and seconded by Ald. J. Wiezbiskie to receive and refer to Staff a request by Ald. J. Moore to eliminate all permit fees for private lead pipe service line upgrades through December 31, 2017. Motion carried.

7. Request by Ald. C. Wery to amend the Comprehensive Plan to create a "Stadium Entertainment District" bordered by Ashland Avenue, Lombardi Avenue, Holmgren Way, and the border with Ashwaubenon. (0:10:14)

K. Vonck stated that their recommendation is to receive and place on file. This item came forward last fall from Ald. C. Wery. The reason for receiving and placing this item on file is due to the fact that Staff has followed through with this request. Item 12 on the Agenda addresses the hiring of a consulting firm and moving forward to create the Stadium District.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to receive and place on file the request by Ald. C. Wery to amend the Comprehensive Plan to create a "Stadium Entertainment District" bordered by Ashland Avenue, Lombardi Avenue, Holmgren Way, and the border with Ashwaubenon. Motion carried.

#### **OLD BUSINESS:**

#### **NEW BUSINESS:**

8. (ZP 16-12) Discussion and action on the request to approve a Site Plan for Eaton Heights Condominiums located at 821-917 Barronwood Drive, submitted by David Meister, Mau & Associates. (Ald. J. Wiezbiskie, District 1) (0:11:41)

S. Hummel informed Commissioners this is an application to review the site plan for a condominium development. S. Hummel gave a detailed report regarding the property location and land use that was established in 2003 in the Eaton Heights Plat. Neighbors have concerns about the use of condominiums in the area; however, this use has already been approved and Plan Commission's approval is only required for the site plan to make sure it is cohesive with the neighborhood. A site plan was displayed for Commissioners. Information was given regarding the number of units being built and the total number of units at this time. Some of the requirements include façade requirements, maximum height requirements, set-back information, and light landscaping. All of these requirements have been met.

S. Hummel stated that the major concerns that neighbors have include increased traffic and lack of sidewalks. S. Hummel stated that a request has been made to the Department of Public Works to install the sidewalks for the neighboring properties in Eaton Heights. The City's Traffic Engineer also ran a trip generator model which resulted in his determination that traffic and pedestrian safety would not be decreased with the addition of the condos. If there are any changes with the site plan or unit count, they will need to come back to the Plan Commission for approval. They will also be holding the occupancy permits until the sidewalks are installed to ensure they will be installed prior to people coming in. Staff is recommending approval subject to the following conditions:

- A. All comments presented from Inspection, Planning, and Engineering as part of the site plan review process must be addressed prior to final approval of the site plan.
- B. Any changes required that substantially change the site plan must be brought back to the Plan Commission for further approval.
- C. If the unit count exceeds 17 units, the site plan must be brought back to the Plan Commission for further approval.

- D. A sidewalk system or trail system shall be installed within the interior of the proposed development area (Lot 23, Eaton Heights).
- E. Occupancy permits will be held until all exterior and interior sidewalks/trails are installed.

Ald. J. Wiezbiskie addressed his concerns/changes with S. Hummel regarding the platting and development. His main concerns are sidewalks, street names, traffic, and the possibility of an additional neighborhood association as the area develops.

M. Conard suspended the rules for public comments.

JoAnn Sawicki – 824 Barronwood Drive (0:20:04): J. Sawicki stated she is concerned with the sidewalks, traffic pattern, green space, the exterior of the condo's blending in with the other existing homes, garage spaces, and ownership of the condos. She asked for clarification regarding sidewalks and if they are required for existing homes or just for the new condominiums. S. Hummel stated that from emails received, she realized there are no sidewalks in that area and a request has been submitted to Dept. of Public Works for them to look into the process needed for installing them. The new platting code requires sidewalks to be installed on both sides of the road and within the development itself before the occupancy permit will be issued for the new condos. A conversation continued regarding the requirement of sidewalks, traffic issues, and the number of garage stalls between S. Hummel, Commissioners, and J. Sawicki.

Dennis Nuthals – 3531 Watercrest Drive (0:26:06): D. Nuthals spoke regarding the intersection at Huron Road and how unsafe it is, especially in the winter time.

Steve Bieda – 400 Security Blvd (0:27:20): S. Bieda stated he is the surveyor representing the developer. He stated he was there to answer any questions anyone might have and answered the question regarding the square footage of the new condominiums. A conversation continued between Commissioners and S. Bieda regarding the total sizes of the condominiums, the common green space, storm water management, and walking trails.

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

A discussion took place between Commissioners and S. Hummel to determine if builders are responsible for installing sidewalks for new developments and asked Planning staff if this could be looked into. S. Hummel stated now that the platting code was updated, they can now hold occupancy permits until the sidewalks are installed.

A motion was made by T. Gilbert and seconded by Ald. J. Wiezbiskie to approve a Site Plan for Eaton Heights Condominiums located at 821-917 Barronwood Drive subject to the following conditions:

- A. All comments presented from Inspection, Planning, and Engineering as part of the site plan review process must be addressed prior to final approval of the site plan.
- B. Any changes required that substantially change the site plan must be brought back to the Plan Commission for further approval.
- C. If the unit count exceeds 17 units, the site plan must be brought back to the Plan Commission for further approval.
- D. A sidewalk system or trail system shall be installed within the interior of the proposed development area (Lot 23, Eaton Heights).
- E. Occupancy permits will be held until all exterior and interior sidewalks/trails are installed.

Motion carried.

9. (ZP 16-14) Discussion and action on the request to rezone from Highway Commercial (C2) District & Office Residential (OR) District to Downtown (D1) District and authorize a Conditional Use Permit (CUP) for a Gas Station / Convenience Store at 515 W. Walnut St. / 113 S. Maple Street, submitted by Kwik Trip, Inc. (Ald. G. Zima, District 9) (0:33:57)

P. Neumeyer stated that the applicant has asked that this item be held over to the next available Plan Commission meeting. Staff's recommendation is to table this item.

A motion was made by Ald. J. Wiezbiskie and seconded by L. Hanson to table the request to rezone from Highway Commercial (C2) District & Office Residential (OR) District to Downtown (D1) District and authorize a Conditional Use Permit (CUP) for a Gas Station / Convenience Store at 515 W. Walnut St. / 113 S. Maple Street. Motion carried.

10. (ZP 16-15) Discussion and action on the request for a Conditional Use Permit (CUP) to authorize a two-family dwelling in a Low Density Residential (R1) District located along the northwest corner of Deckner Avenue & Lorraine Terrace, the 2600 Block of Deckner Avenue, submitted by Ryan Radue. (Ald. Tom De Wane, District 2) (0:34:39)

P. Neumeyer presented the request for a Conditional Use Permit (CUP) for a two-family dwelling in an R1 District. The Comprehensive Plan recommends low density residential for development with the intended use being compatible. There are several other two-family dwellings in this neighborhood located on the east and south of the site. One objection was received from the adjoining property owner to the west. Staff expressed concern about the saturation of two-family dwellings in the area and is recommending the item be held until the next available Plan Commission meeting. Ald. Tom De Wane agreed with staff's recommendation.

M. Conard suspended the rules for public comments.

Ryan Radue – Radue Homes (0:37:23): R. Radue asked to speak even though no decisions will be made regarding the item. He shared his opinion regarding the reason for tabling the meeting. He stated he understood the neighbor's objection, and the possible decrease in property value. He stated that the people who want to build the duplex have older relatives living with them and want this built for them to move into. It will be handicapped accessible. He continued giving specifics on how the building will be built and the cost. M. Conard asked why he thinks it hasn't been sold for single family use. R. Radue stated it is probably due to the duplexes in the area and the cost.

A motion was made by L. Hanson and seconded by T. Gilbert to table the request until the next available meeting. Motion carried.

11. (SV 16-01) Discussion and action on the request to vacate an unimproved roadway, Camel Court, submitted by Steve Bieda, Mau & Associates. (Ald. T. Sladek, District 11) (0:44:23)

S. Hummel presented the request to vacate an unimproved roadway. She stated that the developer has submitted a new plat for the entire area. They want to create a 60 ft. right-of-way for Camel Court. In order to accomplish this they need to vacate the existing right-of-way (currently 70 ft.) in order to re-plat the area at the smaller width. This does meet the requirements for the road width and is compliant with the Comprehensive Plan. Staff is recommending approval with the condition that the vacated Camel Court shall be re-dedicated to the City for right-of-way through the platting process under application CP 16-03.

Ald. J. Wiezbiskie asked if there is an issue with cul-du-sac's being too narrow already. S. Hummel stated that she did speak with the Dept. of Public Works and they did agree to the size.

A motion was made by T. Gilbert and seconded by Ald. J. Wiezbiskie to approve the request to vacate an unimproved roadway, Camel Court, subject to the above mentioned condition. Motion carried.

12. (PP 15-09) Discussion and action on the request from Planning staff to hire Vierbicher to complete the Stadium Entertainment District Master Plan. (Ald. G. Zima, District 9) (0:46:23)

S. Hummel stated this is a follow-up to the request from Ald. C. Wery for creating a Stadium District. She explained that Economic Development and the City Planning Team have been working on development for this area. She then explained the process they went through to pick the consulting firm of Vierbicher and what they had to offer. S. Hummel outlined the development area for Commissioners. She stated this area was developed with industrial uses, but is now a mix of tourism-based uses. The master plan will redefine in the land uses, with the emphasis on place-making for a year-round public place with sidewalks. They are requesting that Commissioners authorize the firm and the project itself. The Redevelopment Authority will be looking at the funding as there is a TIF district in the area.

K. Vonck stated that with the Titledown expansion and area events, they want to make the area pedestrian friendly and safe.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to hire Vierbicher to complete the Stadium Entertainment District Master Plan. Motion carried.

**INFORMATIONAL:**

13. (PP 16-02) Request by Ald. R. Scannell and Ald. M. Steuer to set aside funding for the Velp Avenue Corridor/Brownfield Redevelopment Plan, also referred to the Economic Development Authority and the Redevelopment Authority. (0:50:21)

K. Vonck stated this is an informational item for Velp Avenue Redevelopment Plan. Velp is considered to be similar to University Avenue as it does contain many brownfields and is connected to many residences nearby and is a heavy traffic area. They would like to use some of the Brownfield funds that are already secured and possibly 2015 "carryover" funds. The Brownfields funds would cover Phase I, and the "carryover" funds for Phases II & III. In the end, they are looking to have a Velp Avenue Corridor/Redevelopment Plan similar to the University Avenue Plan. He then explained a little about the processes for the plan. This is the first step in moving forward.

L. Hanson asked what the Phases would entail. K. Vonck stated that Phase I would be identifying the Brownfields, and Phases II & III would be regarding future land use and future tools. Ald. J. Moore recommended a Citizen Steering Committee be created to help with this project as it was a great tool for the University Avenue project. K. Vonck stated that is a committee they will be creating for this plan as well.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to set aside funding for the Velp Avenue Corridor/Brownfield Redevelopment Plan, also referred to the Economic Development Authority and the Redevelopment Authority. Motion carried.

**OTHER:**

Director's Update on Council Actions (0:55:16)

K. Vonck reported the following information:

- The following information was approved at the March 7, 2016 meeting:
  - The PUD for the 2400 Block of University Avenue, Festival/Kwik Trip, was approved. However, the existing billboard on the site does need to be moved to make room for the ATC power lines that will be going through. Staff would like to see the billboard eliminated, however, Staff is working with the developer.

**SUBMITTED PETITIONS:**

A motion was made by T. Gilbert and seconded by L. Hanson to adjourn. Motion carried.

Meeting adjourned at 6:59 p.m.