

MINUTES
GREEN BAY PLAN COMMISSION
Monday, October 12, 2015
City Hall, Room 604
6:00 p.m.

MEMBERS PRESENT: Maribeth Conard–Chair, Sid Bremer, Ald. Jerry Wiezbiskie, Tim Gilbert, and Heather Mueller

MEMBERS EXCUSED: Tim Duckett

OTHERS PRESENT: Kevin Vonck, Paul Neumeyer, Mark Lyons, Stephanie Hummel, Ald. Tim De Wane, Rhonda Sitnikau, Kathleen Erbeck, Michelle DeBruyn, Charlene Everett, Richard Proulx, Helga McCann, Meg & Barry Grunwald, Erika Shefchik, Tom Phillip, Kurt Schwiesow, Lynn Heslin, Jim Thyges, Curt Beyler, Ben Schenkelberg, Shawn McKibben, Julia Upfal, Jeff Mirkes, Leah Weycker, and Wendy Townsend,

APPROVAL OF MINUTES:

Approval of the minutes from the September 21, 2015, Plan Commission meeting

A motion was made by T. Gilbert and seconded by H. Mueller to approve the minutes from the September 21, 2015, Plan Commission meeting. Motion carried.

ELECTION OF OFFICER:

Discussion and action on the election of Vice-Chair for the Plan Commission per Commission Rule #17

M. Conard asked for nominations for Vice-Chair for the Plan Commission. S. Bremer nominated T. Gilbert for Vice-Chair of the Plan Commission. H. Mueller seconded the nomination. M. Conard asked for Vice-Chair nominations three times. There were no other nominations.

A motion was made by S. Bremer and seconded by H. Mueller to elect T. Gilbert as Vice-Chair of the Plan Commission. Motion carried.

COMMUNICATIONS:

OLD BUSINESS:

NEW BUSINESS:

1. (ZP 15-18) Discussion and action on the request to rezone a portion of land in the 1200 Block of South Webster Avenue from Low Density Residential (R1) to Varied Density Residential (R3), submitted by the Charlene Everett, Odd Fellow Rebekah Home, property owner. (Ald. Tim De Wane, District 4)

P. Neumeyer stated this is a request for rezoning from a Low Density Residential (R1) to Varied Density Residential (R3). The property is approximately 2 acres in size and is located on the SW corner of Grignon and S. Webster, just within the City limits. The comprehensive plan does recommend Medium to High Density Residential and the request is consistent with the

Comprehensive Plan. The zoning for the Odd Fellow property, to west, is Varied Density Residential (R3). The request is needed for a future 50-unit senior facility. Details for the facility were not immediately available. Property owners within 200 ft. were notified of the request as well as the Astor Park Neighborhood Association. The applicant did meet with the Astor Park Neighborhood Association and did get the go ahead from the group. Phone calls were received regarding the request and some are here this evening to address their concerns. Planning staff is recommending approval of the request of the rezoning.

M. Conard suspended the rules for public comments.

Rhonda Sitnikau – 1122 S. Jackson: R. Sitnikau stated she recently heard about the proposal and knows tonight is regarding just a zoning change. Her main concern is regarding the traffic impact that the potential new development may have and hopes the area will be notified of the changes.

Kathleen Erbeck – 1125 S. Jackson: K. Erbeck stated her main concern is regarding traffic.

Michelle DeBruyn – 720 Grignon Street: M. DeBruyn addressed her concerns regarding the potential development which included green space being turned into a parking lot. She stated she wishes to hold her comments until after the owner of the Odd Fellows speaks.

Richard Proulx & Charlene Everett – 1207 S Jackson Street: M. Conard asked C. Everett to share information regarding the potential development. This information included parking, height of the building, and the space across the street. C. Everett informed the Plan Commission detailed information regarding the potential project.

The conversation continued between Commissioners and C. Everett regarding the specifics of the future development. This included S. Bremer's concern regarding a 3-story facility verses a 4-story facility.

Ald. Tim De Wane asked C. Everett to give a brief history of Rebekah Odd Fellows. C. Everett gave a brief history to include the initial nursing home was built in 1977. However the original Odd Fellows has been there since the late 1800's and was originally an orphanage, which is why the historical community is important to them.

R. Proulx stated he is a member of the Board of Directors for the Odd Fellows Rebekah Home Association and has been associated with the home association since 1995. He stated it is very critical to involve the neighborhood association and was unfortunate that at their last meeting all residents were informed of the meeting, but are willing to have another meeting. He addressed the traffic concerns that were brought up by neighbors.

A question and answer session ensued between R. Proulx and Commissioners regarding parking, traffic, green space, and building aesthetics.

Helga McCann – 1142 S. Jackson: H. McCann stated that she was not informed of the project. M. Conard stated she was not notified because she was not within the 200 ft. notification area. She stated she would like to see a wider notification range for the next meeting. M. Conard suggested she contact the Astor Park Neighborhood Association and inform them she would like to be notified of the next meeting regarding the project.

Meg & Barry Grunwald – 1131 S. Van Buren: M. Grunwald stated her concern is that if the rezoning is allowed, would it allow for too large of a facility to be built. A two-story complex, maybe, but a three-story building is too tall and is not conducive to the neighborhood.

S. Bremer asked P. Neumeyer what the height/story limits are for multi-family complexes. P. Neumeyer stated 45 ft. and/or 4 stories. She then asked if they have any basis for limiting that, in which P. Neumeyer stated no. He added that the request is a straight rezoning for R3 and then have the dimensional standards that apply in the district. This is not an opportunity to add a Planned Unit Development (PUD) or Conditional Use Permit (CUP); it is straight zoning and straight uses within the district. S. Bremer asked if they turn down the request, would they have if a PUD or CUP would be an option. He stated that cannot be determined at this time.

Erika Shefchik – 1128 S. Van Buren St: E. Shefchik stated her home is next door to the green space and has already been talked about. She just wanted to reiterate the green space is where all the neighborhood kids play and does have safety concerns with that area being turned into a temporary parking place as there are so many children around.

Tom Phillip – 1145 S Van Buren: T. Phillip stated that he would oppose anything that would make the area streets, Grignon, Jackson, and Van Buren, busier than they already are.

M. Conard then allowed M. DeBruyn to speak again. M. DeBruyn stated that her concerns had been addressed by the owners and has the same concerns as the other homeowners. Her one suggestion regarding the construction of the building is a green roof, such as solar panels, which would help the neighborhood by reducing water runoff.

Ald. Tim De Wane asked what the next step would be after the City Council meeting. P. Neumeyer stated it will appear before City Council twice and then site and building plans will need to be submitted.

Ald. J. Wiezbiskie asked if there was a rush to have the building finished. He stated he would like this item to be delayed in coming before the City Council, as there have been many residents that were not made aware of this request.

M. Conard asked if there was anyone else who wished to speak.

Kurt Schwiesow – 1120 S. Van Buren: K. Schwiesow stated he appreciated the additional information regarding the development plans. He stated that if they want to continue to expand as the need increases, that maybe they should start looking for additional areas in the City to build on and not just keep adding to the already congested area.

S. Bremer stated that given the concerns that Ald. J. Wiezbiskie has just raised, to ask the proposers how time they need for the market study, financial plan, and architectural plan as it would be easier to go forward if there was something to reference.

R. Proulx stated that in order to do the studies and create the plans they need to have zoning. Once they have the zoning they can move forward without having to throw away money, especially if they complete all the plans and studies and then get denied. They are more than willing to have discussions with the neighborhood association as they do want to have a good working relationship with the neighborhood owners.

S. Bremer asked what type of limitations they are facing if this request is delayed. R. Proulx stated they are looking to start construction next spring. The concern right now with the architects is zoning.

Lynn Heslin – 1115 S. Van Buren stated that the issue she and other neighbors have regarding the zoning is that they will have approval to build up to this four-story building. She feels this is the major conflict. She is hoping for more meetings between the owners and the local neighborhood residents.

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

S. Bremer stated that L. Heslin's statement is also her main concern. She stated if she had more information on what the building might be looking like, she would be able to visualize a three or four story building that would fit into the neighborhood or if the market could not support a larger building. She does not feel she cannot vote in favor for the rezoning at this time.

M. Conard also stated she is concerned regarding the size of the development on such a small parcel.

T. Gilbert agreed with M. Conard and S. Bremer. He stated that if it was certain that it would be restricted to a three-story building he would be more tempted to approve the rezoning.

S. Bremer stated that she agrees with T. Gilbert. There are many pluses to this potential development; however, the height of the building is a concern.

H. Mueller asked what can be done if it is consistent with the zoning. P. Neumeyer stated that Comprehensive Plan recommends Medium to High Density, a rezoning to R3 would be preferred however, a PUD may be a second less desirable route.

Ald. J. Wiezbiskie stated he does have an issue with rushing the request through would vote no tonight knowing that the neighborhood does not want this building in their area. He does recommend holding the request over to the next meeting.

P. Neumeyer clarified that this area is not in the historical district, but is part of the Astor Neighborhood Association.

M. Conard suggested holding the item over until the Plan Commission meeting so the owner and neighborhood association could meet and discuss concerns.

A motion was made by T. Gilbert, seconded by Ald. J. Wiezbiskie to hold over the request to rezone a portion of land in the 1200 Block of South Webster Avenue from Low Density Residential (R1) to Varied Density Residential (R3), until the next available Plan Commission meeting. Motion carried.

2. (ZP 15-19) Discussion and action on the request to authorize a Conditional Use Permit (CUP) for a detached accessory building with a metal exterior greater than 120 sq. ft. in a Highway Commercial (C2) District located at 2300 Auto Plaza Way, submitted by David O'Brien, Bayland Builders. (Ald. A. Nicholson, District 3)

P. Neumeyer stated this is a request for a Conditional Use Permit (CUP) for a storage building at 2300 Auto Plaza Way. There is an existing storage building and they would like to replace

the building. The Comprehensive Plan does recommend Commercial use in this area and the current zoning is Highway Commercial (C2). The zoning code for the C2 District states that a detached structure over 120 ft. in size that has a metal exterior needs a CUP. Due to the placement of the building it will not be visible from Main St or Auto Plaza Way. Property owners within 200 ft. of the project area were notified of the request. No calls were received. Planning staff is recommending approval of the request, subject to the standard site plan review and approval.

Ald. J. Wiezbiskie asked if there could be something added to the exterior of the building to improve the look of the building. P. Neumeyer stated it is an ordinary storage shed they want to replace. It was suggested to add a masonry knee wall to improve the façade, but was too costly for the property owner.

M. Conard suspended the rules for public comments.

Jim Thyges – 312 W. Pine Street, Denmark: J. Thyges explained to Commissioners the layout of the new building and that it is not visible. This area is where the trade-in vehicles are kept until sold to auction and for parts.

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

A motion was made by Ald. J. Wiezbiskie and seconded by H. Mueller to approve a Conditional Use Permit (CUP) for a detached accessory building with a metal exterior greater than 120 sq. ft. in a Highway Commercial (C2) District located at 2300 Auto Plaza Way, subject to the standard site plan review and approval. Motion carried.

3. (ZP 15-20) Discussion and action on a request for a Conditional Use Permit (CUP) for an expansion of the Brown County Southwest Branch Library and current library use in a Low Density Residential (R1) District located at 974 9th Street, submitted by Brad Arndt, Silvercrest Construction Group, on behalf of Brown County, property owner. (Ald. G. Zima, District 9)

P. Neumeyer stated this is a request for a Conditional Use Permit (CUP) for the expansion of the library and the current use. The Comprehensive Plan recommends Public Institutional with current zoning listed at Low Density Residential (R1). Prior to 2006 libraries, schools and churches were permitted in the R1 District however, after update in 2006 to the Zoning Code, a CUP is now required. A copy of the site plan submitted by the applicant was shared with Commissioners and a brief history of the building was given. Staff did have concerns with the initial site plans that were submitted due to some of the building materials that were proposed that were considered by staff not to be consistent with the existing façade of the library. The Library facility director did work with staff on alternative materials that were consistent with the existing façade. Affected property owners were notified of the request. No calls were received. Planning staff is recommending approval subject to site plan review and approval and that the proposed façade be materials that are similar to the existing structure.

M. Conard suspended the rules for public comments.

Curt Beyler – 511 Beaupre Street: C. Beyler stated they just want something that will match with the current structure. Since the initial proposal was not satisfactory, they came up with a more satisfactory site plan for the building.

A conversation then ensued regarding the façade and what would be used on the building and other aspects of the site plan.

Ben Schenkelberg – 3309 Spur Lane, Suamico: B. Schenkelberg stated he is the architect for this project. He stated the options for the building are limited because it is in a residential neighborhood and an addition. In order to stay in budget and away from changing the roof, the addition will be set back farther with a patio area in front. He continued to explain the specifics of the site plan including the exterior stone that will be used on the exterior.

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

A motion was made by Ald. J. Wiezbiskie and seconded by H. Mueller to approve a Conditional Use Permit (CUP) for an expansion of the Brown County Southwest Branch Library and current library use in a Low Density Residential (R1) District located at 974 9th Street, subject to the standard site plan review and approval. Motion carried.

4. (ZP 15-21) Discussion and action on the request for a Conditional Use Permit (CUP) for an Assisted Living Facility located at 421 Erie Road, submitted by Oak Park Properties of Green Bay. (Ald. J. Wiezbiskie, District 1)

S. Hummel stated this site has been preliminarily approved for a one-lot CSM of 8.1 acres, which was the recommended size in the PUD. As part of the PUD, a conditional use is needed for any type of assisted living facilities. The proposal will have two separate phases. The first phase will consist of assisted living facilities. The second phase will contain senior housing, which does not need a CUP, but will require final site plan approval from the Plan Commission. The assisted living facilities will be located off of Erie Road and be 2-story buildings with 36 assisted living units, 28 memory care units and 25 skilled nursing units. There will be a community living area, full service kitchen and care based on the tenants needs. The main concern regarding the site plan is the façade. The west side will be facing Erie Road and is considered the front elevation. The PUD requires breaks in the façade, these have not been accomplished along the west and north elevations. As part of the site plan approval, they will be required to add small breaks. There will be surface parking as part of Phase I and underground parking as part of Phase 2. A concrete sidewalk will be required along Erie Road for pedestrian traffic. There will be landscape buffering between the single family homes and the assisted living units with trees and shrubs. Planning staff believes this is a good proposed use and matches the original proposal in the master PUD. Notifications were sent 200 ft. from the proposed site. One call was received regarding the water extension that would be required for the project. Staff is recommending approval subject to compliance with all of the regulations of the Green Bay Municipal Code not covered under the conditional use permit; including standard site plan and building plan review and approval and that an expansion on Community Living Arrangement or Assisted Living uses will require an amendment to this Conditional Use Permit

S. Bremer asked why there is a need for the additional 10 parking spots as part of this is a nursing home and some of those tenants will not be driving. S. Hummel stated that as part of the PUD 1 parking stall is required per senior housing or non-permanent residential unit. Right now their unit count is at 89, so they need 89 parking spots.

M. Conard suspended the rules for public comment.

Shawn McKibben – 719 Jupiter Drive: S. McKibben stated that he works at Oak Park Place and is here to answer any questions. He did state adding the 10 parking spots is not an issue. He

does believe the current parking they have is sufficient, however, they are just following the PUD conditions.

J. Wiezbiskie asked if there would be an issue changing the façade of the building. S. McKibben stated no.

S. Bremer is asking staff to go back and look at the parking spaces. If there is sufficient parking, would they be willing to add additional green space. S. Hummel stated they can do that.

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

A motion was made by T. Gilbert and seconded by S. Bremer to approve a Conditional Use Permit (CUP) for an Assisted Living Facility located at 421 Erie Road, subject to compliance with all of the regulations of the Green Bay Municipal Code not covered under the conditional use permit, including standard site plan and building plan review and approval, along with the following condition:

- A. An expansion on Community Living Arrangement or Assisted Living uses will require an amendment to this Conditional Use Permit.

Motion carried.

5. (SP 15-02) Discussion and action on the request to declare city property located along Bellevue Street as “city surplus”, submitted by the Department of Public Works. (Ald. Tim De Wane, District 4)

S. Hummel stated this is a request to declare city property as city surplus. This is for the Grand Central Station (GCS) that was just approved. It was discovered that there was some extra property that was not surveyed correctly. This property would be attached to the GCS property. In exchange for the surplus property, GCS will then transfer property to the City where we do not have adequate right-of-way space. In order for this to happen, the Plan Commission will need to declare this particular piece of land as “city surplus”. This will not change the sidewalk or road pattern. Planning staff is recommending approval of this request.

A motion was made by S. Bremer and seconded by H. Mueller to declare city property located along Bellevue Street as “city surplus”. Motion carried.

6. (PP 15-04) Discussion and action on the request of Downtown Green Bay, Inc. for approval of their 2016 Business Improvement District Operating Plan. (Ald. R. Scannell, District 7)

J. Mirkes stated he is here to present the Downtown Green Bay Business Improvement District (BID) Annual Operating Plan to the Plan Commission. He stated they are seeing some significant progress and good energy. Their main functions are marketing and events, physical improvements and business development. J. Mirkes then went over highlights over the past year. Looking ahead to 2016, they will continue with business recruitment and retention, marketing, and events. Some key events this year were the opening of Initiative One, the Back Stage at the Meyer Theatre, Breakthrough Fuels and the ownership change of the Watermark. He also talked a little regarding residential projects and that there are 200 units under construction. The CityDeck Landing just opened with 100 percent occupancy and Metreau is under construction with an additional 107 units. He also gave a brief update regarding Da Vinci School project and other smaller projects in the Downtown area.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to approve the 2016 Downtown Green Bay Business Improvement District Operating Plan. Motion carried.

7. (PP 15-05) Discussion and action on the request of Olde Main Street, Inc. for approval of their 2016 Business Improvement District Operating Plan. (Ald. D. Nennig, District 5 and Ald. R. Scannell, District 7)

J. Mirkes presented the Olde Main Street 2016 Business Improvement District Operating Plan. They are continuing to recruit businesses and development. Some highlights over the past year include the acquisition of the art garage, the development of the Rosa Minoka School, and Whitney Park Townhomes just to name a few. Events for Olde Main Street would include Gallery night and Summer in the Park concerts. They will continue to focus on aesthetics on Main Street, business development, and marketing and events. Their goal is to continue to work closely with the City and various departments to track development, build confidence (consumer and business development side) by motivating investment, and providing services to small businesses.

A motion was made by Ald. J. Wiezbiskie and seconded by H. Mueller to approve the 2016 Olde Main Street Business Improvement District Operating Plan. Motion carried.

8. (PP 15-06) Discussion and action on the request of On Broadway, Inc. for approval of their 2016 Business Improvement District Operating Plan. (Ald. R. Scannell, District 7 and Ald. G. Zima, District 9)

J. Upfal presented the On Broadway BID Operating Plan to the Plan Commission on behalf of Tara Gokey, Executive Director, who could not be present tonight. She informed Commissioners of some of the changes with On Broadway. Some of those changes include the opening of Titledown Taproom, which increased their budget and plan to use that money in their Hardscape budget.

W. Townsend then shared with Commissioners some of the successes from the past year for On Broadway. Some of their accomplishments included the opening of Jake's Pizza, Glass Nickel, Platten Place, the Cannery, and the development of the Larsen Green property. Another project that is under way is the Dousman Street beautification project.

A motion was made by Ald. J. Wiezbiskie and seconded by H. Mueller to approve the 2016 On Broadway Business Improvement District Operating Plan. Motion carried.

9. (PP 15-03) Discussion and action on the request of the Military Avenue Business District for approval of their 2016 Business Improvement District Operating Plan. (Ald. C. Wery, District 8; Ald. M. Steuer, District 10; and Ald. B. Danzinger, District 11)

Leah Weycker, Executive Director of Military Avenue Business District, presented the Military Avenue BID to Commissioners. She stated that the 2016 BID Plan will be the start of their 3rd year. They have a huge opportunity development coming up with the Titledown Development District. There is still some internal organizing that is being done at this time. This year they did have Music on Military with possible new events for the future. There are approximately 142 businesses on Military at any given time. Their goal for 2016 is to get more participation from the local businesses as well as focusing on the marketing aspects.

A motion was made by Ald. J. Wiezbiskie and seconded by T. Gilbert to approve the 2016 Military Avenue Business Improvement District Operating Plan. Motion carried.

INFORMATIONAL:

(PP 15-07) Review and discussion of progress on 2014 Business Improvement District work plans.

J. Upfal presented the accomplishments for the 2014 Business Improvement District work plans. Those accomplishments included increasing the number of businesses. She stated she believes the BID's are on the right path and is look forward to them growing.

The Commissioners thanked all the Business Districts for all their hard work.

OTHER:

Director's Update on Council Actions

K. Vonck reported the following information:

- K. Vonck introduced himself to the Commissioners and informed them he will be the Community Development Interim Director.
- All items reported to Council from the previous Plan Commission were approved.

P. Neumeyer introduced Mark Lyons, Planner II, to the Plan Commission.

SUBMITTED PETITIONS: (for informational purposes only)

A motion was made by T. Gilbert and seconded by Ald. J. Wiezbiskie to adjourn. Motion carried.

Meeting adjourned at 8:14 p.m.