

April 27, 2020 (Plan Commission Meeting Virtual)

**PLAN COMMISSION MEETING
MONDAY, APRIL 27, 2020
6:00 PM, ALLOUEZ VILLAGE HALL (Virtual)**

CALL TO ORDER/ROLL CALL

Nohr-Valley called the meeting to order at 6:05 p.m.

Present: Capichano-Simmons, Dart, Honold, Kowalzek-Adrians, Nohr-Valley, Ropp, Wheeler
Excused: Nyberg
Also Present: Fuller, Lange

MODIFY/ADOPT AGENDA

Dart / Wheeler moved to adopt the agenda as presented. Motion carried.

MINUTES FROM FEBRUARY 24, 2020

Dart / Honold moved to approve the minutes dated February 24, 2020 as presented. Motion carried.

ANNOUNCEMENTS

- The meeting is last Plan Commission meeting for members Kowalzek-Adrians and Ropp. The commission thanked them for their years of service.

PUBLIC APPEARANCES

Jim O'Rourke, 2339 Oakwood Avenue

- New bicycle and pedestrian facilities on W St. Joseph Street turned out really well.
- Proposed a four foot gutter section on St. Mary Boulevard, instead of the standard two foot section, for pedestrians to walk since a sidewalk will not be added with the resurface project.

ACTION RE: PETITION FROM MAU & ASSOCIATES, LLP. – REQUESTING SITE PLAN AND DESIGN REVIEW FOR THE CONSTRUCTION OF TWO APARTMENT BUILDINGS AT 3241-3245 RIVERSIDE DRIVE (property just south of Advanced Eyecare Center and Compassus Hospice)

Staff provided background information on the project and some of the challenges with the site. Staff recommends approval of this request, contingent on staff comments are addressed and all other applicable permits are approved.

Karen Classon (SKB Management) and Tom Snyder (Mau & Associates) were present representing the project and to answer questions.

Wheeler / Kowalzek-Adrians moved to open the meeting for public comment. Motion carried.

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Ann Meier Carli (owner of Advanced Eyecare Center), 3237 Riverside Drive

- Asked how snow was being removed, what the setback was from her property, if the buildings were going to be two stories, and if they will have their own driveway.
 - Snow will be stored on site and removed if needed, the building is setback approximately 50 feet from the property line (20 feet required), the buildings will be two stories, and the development will have their own driveway.

Chad and Megan Pfarr, 3230 Tam O'Shanter Court

- Asked if the mature trees were being removed.
 - The trees will be removed, but others will be planted in their place.
- Asked if a retention wall was needed with raising the east side of the property up.
 - No retaining wall is needed.
- Concerned that with the elevation of the property, the screening requirements will not be adequate.

Wheeler Dart moved to return to regular order of business. Motion carried.

Discussion included:

- Exterior finishes will be stone and other approved material.
- Snow storage requirements.
- New trees that will be planted around the edge of the property – to include some taller shade trees along the evergreen border for taller mature height.
- Plantings in the biofilter should be salt tolerant species.
- The slope of the berm is too steep for mulch. Grass will be planted, as a retaining wall would infringe on the regional stormwater pipe that runs along the rear of the property.
- Rents of the apartments will be between \$895-1,400 per month.
- The rear of the property will be raised approximately five feet.
- Driveway location.
- Pedestrian access to the property will be the driveway.

Capichano-Simmons / Dart moved to recommend the Village Board approve the site plan and design review request, contingent on staff comments being addressed and with the suggestion of having a meeting with the neighbors and the developer to discuss the proposed trees along the edge of the property. Motion carried.

ACTION RE: PETITION FROM WISCONSIN MEDICAL CREDIT UNION – REQUESTING SITE PLAN AND DESIGN REVIEW FOR THE CONSTRUCTION OF AN OFFICE BUILDING AT 1677 S. WEBSTER AVENUE (property just south of Zambaldi Brewery)

Staff provided background information on the project and some of the challenges with the site. Staff recommends approval of this request, contingent on staff comments being addressed and all other applicable permits are approved.

Kurt Minten (WMCU) and Mark Rukamp (Alliance Construction) were present representing the project and to answer questions.

Discussion included:

- Exterior siding will be stone and approved materials.
- The setback of the canopy for the drive-thru is too close to the property to the south – even if an exception could be made, this might be a fire code issue as well.
- Snow storage.
- Current location is on Webster Avenue, near Allouez Avenue.
- Attractive building and good use of the site.

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Honold / Kowalzek-Adrians moved to recommend the Village Board approve the site plan and design review request, contingent on a resolution of the canopy and other staff comments. Motion carried.

ACTION RE: ZONING CODE PROJECT NEXT STEPS

Staff stated that the zoning code public hearing draft is complete, but intends to hold off from proceeding with the public hearing until June or until things with the COVID-19 Pandemic subside so that the village can receive as much public comment as possible.

No action was taken at this time.

DISCUSSION RE: BICYCLE AND PEDESTRIAN INITIATIVES RELATED TO ROAD PROJECTS

Plan Commission would like to continue this discussion item at future meetings. The primary interest is to be more aware of public works projects and have the ability to incorporate items from the Comprehensive Bicycle and Pedestrian Plan.

DISCUSSION RE: FOX RIVER TRAIL CONNECTIONS AND WAYFINDING

No comment at this time, but the Plan Commission would like to discuss at a future meeting.

REPORT/DISCUSSION RE: VILLAGE PROJECTS AND PROPERTIES UPDATE

Staff provided an update on the following projects:

- Olde River Condominiums
- Chapel Hill Apartments
- You Are My Sunshine Daycare

REPORT/DISCUSSION RE: UPDATES FROM VILLAGE DEPARTMENTS

Staff provided an update on the below departments:

- Public Works Department:
 - Bid opening for 2020 projects was last week and the costs came in under budget
- Parks, Recreation, and Forestry Department:
 - The village received preliminary approval for a Wisconsin Coastal Management Program (WCMP) Grant to go towards funding a kayak launch in Greene Isle Park and at Optimist Kayakers' Point this summer.
 - The village received a grant from the Green Bay Packers to go towards the installation of pickle ball courts in Kiwanis Park this summer.

NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Monday, May 18, 2020, 6:00p.m. (May 25th is Memorial Day)

Agenda items: Bicycle and pedestrian initiatives – specifically related to road projects; Fox River Trail wayfinding signs and connections, and zoning code update

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ADJOURNMENT

Dart / Wheeler moved to adjourn at 7:39p.m. Motion carried.

Minutes submitted by Trevor Fuller, Planning and Zoning Administrator.