



MINUTES OF THE GREEN BAY PLAN COMMISSION

**MONDAY, MARCH 25, 2019, 6:00 PM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. ROLL CALL.

I. Members: Timothy Gilbert - Chair, Sidney Bremer - Vice Chair, Ald. Veronica Corpus-Dax, Lisa Hanson, Jacob Miller, Randall Petrouske and Jerry Wiezbiskie

Members Present: Randall Petrouske, Sidney Bremer, Jacob Miller, Timothy Gilbert, Veronica Corpus-Dax, Excused: Lisa Hanson, Jerry Wiezbiskie

B. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the March 25, 2019, meeting of the Green Bay Plan Commission.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to approve the agenda. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the minutes from the February 25, 2019, meeting of the Green Bay Plan Commission.

Moved by Jacob Miller, seconded by Ald. Veronica Corpus-Dax to approve the minutes. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No- None, Abstain- None

D. REGULAR BUSINESS.

1. (Site Plan #2207) Consideration with possible action on the request of the Zoning Administrator to review the site plan, renderings and landscape plan for a proposed Kwik Trip located at 3525 Humboldt Road (Ald. B. Dorff, District 1).

Moved by Randall Petrouske, seconded by Jacob Miller to open the floor for discussion. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-None, Abstain- None

Moved by Randall Petrouske, seconded by Jacob Miller to close the floor for discussion. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-None, Abstain- None

Moved by Randall Petrouske, seconded by Jacob Miller to approve the site plan, renderings and landscape plan for a proposed Kwik Trip located at 3525 Humboldt Road, subject to the standards found in GO 25-04, the restrictive covenants for Eaton Heights Subdivision Plat, and standard site plan review. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-None, Abstain- None

2. (ED 19-01) Consideration with possible action on the request to approve an easement discontinuance located within vacated Lark Street at 1262 Velp Avenue, submitted by Mau & Associates (Ald. Scannell, District 7).

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to approve an easement discontinuance located within vacated Lark Street at 1262 Velp Avenue, subject to the following condition:

a. A new 12 ft. easement shall be created along Velp Avenue and Tomlin Avenue to accommodate Wisconsin Public Service, as detailed in an e-mail to the applicant on February 25, 2019.

Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-None, Abstain- None

3. (SP 19-01) Consideration with possible action on the request to declare City property surplus, located on Highland Park Avenue, submitted by Department of Public Works (Ald. C. Stevens, District 5).

Moved by Randall Petrouske, seconded by Jacob Miller to declare City property surplus, located on Highland Park Avenue, subject to the following:

a. This surplus property shall be attached to parcel 21-1229 at time of deed.

b. This shall be conveyed to the property owner of 21-1229 at no cost.

Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-
None, Abstain- None

E. INFORMATIONAL.

1. Director's Report.

2. March 5, 2019, Council Communication requesting housing unit breakdown within the City of Green Bay.

3. Date of next meeting: Monday, April 8, 2019.

F. ADJOURNMENT.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to adjourn. Motion carried.

Yes- Jacob Miller, Randall Petrouske, Sidney Bremer, Timothy Gilbert, Veronica Corpus-Dax, No-
None, Abstain- None

VERBATIM MINUTES

- Hello. Welcome to the Monday, March 25th 2019 meeting of the Green Bay Plan Commission. First item on the agenda is roll call. Tim Gilbert, Chair, present. Sidney Bremer, Vice Chair.

- Present.

- Alder Veronica Corpus-Dax.

- Present.

- Commissioner Lisa Hanson is excused. Commissioner Jacob Miller.

- Present.

- Commissioner Randall Petrouske.

- Present.

- And Commissioner Jerry Wiezbiskie is excused. Next item, approval of the agenda for the March 25th, 2019 meeting of the Green Bay Plan Commission.

- Motion approved.

- Second.

- We have a motion by Commissioner Bremer and a second by Commissioner, Alder Corpus-Dax to approve the agenda. All in favor say aye.

- [All] Aye.

- Opposed? Agenda is approved. Next item approval of the minutes from the February 25th, 2019 meeting of the Green Bay Plan Commission.

- Motion approved.

- Second.

- We have a motion by Commissioner Petrouske and a second by Alder Corpus-Dax to approve the minutes. All opposed, or all in favor?

- [ALL] Aye.

- Opposed? The minutes are approved. Next item, regular business, item one. Consideration with possible action on the request of the Zoning Administrator to review the site plan, renderings and landscape plan for a purposed Kwik Trip located at 3525 Humboldt Road.

- Thank you. In Paul Safar he detailed some of the apartments of the PUD itself in regards to the location. This is Humboldt, this is here on Base Element Road. This is part of the larger Ian Heights PUD which was approved in 2004. Most of that has single and two families back in this area. Some already developed residential here. This area is for condominiums which should get approval pretty soon. Get some action going. And then this portion here was always slotted for commercial development. We received an application for Kwik Trip to do a new location there and this is the tentative site plan. What they don't have on here is part of our covenants which requires a trail system that goes between the condo lot and this lot here. So that will be part of the added requirements from this application. Just what you would typically see from Kwik Trip. They have the gas bays building, the building design is similar to everything you see around town. Otherwise more detailed information with the lighting, landscaping plan. All site plans are required to go back through the Plan Commission for approval with this PUD so that is why it is in front of you today. So with that we are looking for the recommendation that Paul did give in his report with the addition of the reshaped covenants for Ian Heights, the division that requires that trail to go through.

- Thank you.

- Do you have the site plan that has been submitted?
- That is what this is. There is a better copy.
- Yes thank you.
- A much better copy hopefully they were well scanned.
- Well computers don't like me so.
- I guess actually my question is if we have someone here representing Kwik Trip?
- That I don't know.
- Right here.
- So when we get there.
- Any further discussions? Thank you.
- I move to open the floor.
- Second.
- We have a motion by Commissioner Petrouske, a second by Commissioner Miller to open the floor for discussion. All in favor?
- [All] Aye.
- Opposed? The floor is open. Is there anyone that would like to speak on this manner? Can you give your name and address for the record.
- Sure. My name is Troy Mleziva. I'll give you a card after. The last name is kind of.
- Probably known around here a little bit. 1626 Oak Street La Crosse Wisconsin. And I am real estate measure for Kwik Trip. Thanks for the time to see me. We've been working the staff to kind of put together a nice plan. This part has been designated for commercial and planned for sometime and just waiting for the right opportunity I think. With the activity, the Ancillary development that is going out there we think it would be a good opportunity for Kwik Trip to be of service in that East side neighborhood there right now doesn't have a whole lot for grocery options, convenience items that we think we can fill a little bit of a void there. As mentioned the store kind of sits facing to the South. Work with staff to incorporate a nice fence element and landscaping flat line to kind of add that buffer area in between the residential to the North and to the farthest Northeast. And then our plan would be to have access on both streets. The full access right now would be off of Humboldt Street to the South. And the driver location shown on Base Element, or here on if you will. Will be a right in right out location or access at this point. We worked last month with the Board of Zoning Appeals to make sure those driveways are wide enough to fit the movements of the vehicles so we're not messing up the areas behind the curbs with ruts and things that kind of look unsightly. So I think

we got that worked into the plan now. The building itself will be about 9,000 square feet. All brick building with a standing C metal roof. Our mechanicals are now recessed on the rooftop for it is kind of a flat roof building that goes, with the walls that come up. The store itself will be a 24/7 operation. We have somewhere in the neighborhood of 30 to 35 employees and we would be looking to build the store possibly late this year or in the Spring of next year is kind of our time frame. So we have a lease with a farmer that farms the land, we have to work through some of the issues with crops so we are looking at that as well. I'd be happy to answer any questions.

- I promised you, I wouldn't want to disappoint you. Could you go to the board and point out for us where the diesel pumps are?

- Sure. Is there a landscape plan available?

- Not in this powerpoint.

- Okay.

- They have it available to them though.

- And we have seen it. It is very nicely done. So those are the diesel pumps?

- Ya, right here. There's two lanes for the diesel pumps.

- And the car wash?

- The car wash. The cuey for the car wash if you get that February day when everyone wants to wash their car they can cue in this area. Then you enter the car wash. And then the louder end of the car wash with the exit were it lowers our back towards the commercial frontline pay zone. Cars would cue in here. Enter the car wash. Exit on the West side of the building.

- The reason I am asking is because the additional noise level that is usually involved in a car wash. I was wondering if it would make more sense for the car wash to be on that bay here on road side of the building. Where it would be further from the residential area.

- You are taking about making this area of the building?

- Or just flip flopping. Flipping it over sideways. Not upside down but sideways so that it is on the left hand side.

- So that the exit would be this direction?

- Ya. Well ya. So that doesn't work right away.

- Ya I fought with that. We looked at a couple different options and our thought was you do have homes and residential in this area and house and farmer back to the North east. And right now there's nothing. Hopefully there is more commercial that comes along certain neighborhood here. But our thought is with the noise from the car wash you'd probably get as much noise as you would

from traffic on the street. Our thought is if you aim that maybe staff has thoughts on it to, but our thought was to aim it back towards the noisy street if you will rather than internal or east of the site.

- Okay. Thank you.

- Any further questions? Thank you.

- Thank you.

- Is there anyone else that wishes to speak?

- I move to close the floor and return to regular order.

- Second.

- We have a motion by Commissioner Petrouske and a second by Commissioner Miller to return to regular business. All in favor?

- [All] Aye.

- Opposed? And we are back.

- I move to approve.

- Second.

- We have a motion by Commissioner Petrouske, a second by Commissioner Miller to approve to recommendation. Any further discussion? I would ask you to cast your vote.

- Pasted unanimously.

- Thank you.

- Pasted unanimously.

- Thank you all for your time. Appreciate it.

- And this will go before city council?

- No. Site plan only comes here. So its just approved. So that block will take care of the rest of it.

- Thank you. Next item is consideration with possible action on request to approve an easement discontinuance located within vacated Lark Street at 1262 Velp Avenue submitted by Mau & Associates.

- Thank you. So easement is back on the West side on Develop Avenue. cross section here. This is a vacated portion of right away that was Lark Street. That was vacated in about the 70's. So for this application this is mostly vacate land that is here and than the parcel here is operated with a plumbing

and heating company. So what they are looking to do with the easement vacation, if you take away this 12 feet that has nothing in it it gives them more buildable area for this vacate lot. So there has been rumblings about repurposing this lot. We haven't received any applications on that yet but I believe the purpose to vacate this portion to make it a little more buildable area out of it. So the other utilities that exist in that vacated Lark Street right of way would still exist and be covered by that easement. So we are just vacating a portion that is unused as So with that we are recommending approval with a condition for WPS. They would like a new easement that is unaffected by this but would need to be recorded by the time that is easement discontinuance is done. They just want one that goes around the border here in case they want to move their facilities at any time.

- Thank you.

- The WPS request is for an entirely new easement?

- Greater easement. Which is kind of, since they don't have any facilities here that is rare but the applicant is okay with it so we are okay with it.

- Any discussion? Entertain a motion.

- Move to approve.

- Yep.

- We have a motion by Commissioner Bremer, a second by Alder Corpus-Dax to approve recommendation. Any further discussion? Chair would ask that you to cast you vote.

- Pasted unanimously.

- Thank you. Next item consideration with possible action on a request to declare a city property surplus located at Highland Park Avenue admitted by Department of Public Works.

- Thank you. So this part of ton I have absolutely no familiarity with so I hope you guys do. This is Danz Avenue. Harold Street is up here. The area we are looking at is a portion of Highland Park Avenue which was called something else at a previous time. When this development came in which is Highland Park Apartments they renamed the road and dedicated it for that. So the application is for a portion of right away that was intended to be vacated and transferred to the parcel owner but the time that was done this was all one ownership through here. That got divided, right away put through and then it just never happened. So this is just kind of a clean up action. So just a very small portion. I think its about 12 maybe 6 feet. That needs to be transferred over to the parcel owner at this location. The request is to do that at no cost to them because it was originally suppose to go to them first place it just never ended up occurring. So DPW is asking for this and we are recommending approval as long as it is deeded over to that property owner at no costs to them.

- Thank you.

- Does no cost to them include property taxes which I presume the value of the property will be raised some how?

- Once it gets deeded to them it gets asset at whatever value they have for how much land they have. Its just they don't pay us anything to get that. Yes.

- Okay. Thank you.

- Move to approve.

- Second.

- We have a motion by Commissioner Petrouske, a second by Commissioner Miller to approve the recommendation. Any further discussion? There are none. Chair would ask you cast your vote.

- Pasted unanimously.

- Thank you. Next item, informational Directors Report.

- Alright, just pointing out that last council meeting but we also didn't have a Plan Commission meeting so last report out was from March 5th and the only item we continue to deal with is the Conditional use Permit for the Transformation House. At that council meeting that item was pulled and it was asked that some addition conditions be put on and it was held. Council would like to see a parking plan not indicating necessarily numbers of spots but they want to see where the applicant intends to park vehicles cause there is some discussion on property lines. And a safety and security plan that has been reviewed by the police department. Council is holding that till they see those. We have some initial indication that the applicant has prepared those so likely we will be coming back at the meeting on April 1st.

- Coming back to council?

- Coming back to council. The discussion is there no reason to send it back to Planning Commission. Its been here twice. I think we have thoroughly vetted it. So if council needed to see something, council members, it remain there. So that is where it is sitting and it will potentially come back on the agenda April 1st.

- Okay. Second March 5th, 2019 Communication requesting housing unit within the city of Green Bay.

- I think that they been put together a report for you together in your packets. If you have any questions with the numbers. We don't really know why the request came in but we have the data so if you guys want to do anything with it or we can just receive a place on file.

- I do have a question I was hoping one of you might be able to answer. Have you any notion about norms? Either the state or nationally. I mean how do these statistics stack up against what one might consider healthy for a city?

- I know within different neighborhoods if you are looking for a balance especially closer to an inner city, we did a lot of research considering the shipyard area and you are looking to have renter versus owner at about 60/40. That's usually a good mix to have. Ownership at 60%. Renters not above 40%.

- For units?
- Just for.
- For the units?
- Overall?
- The mix. Just the total mix. So that is why it gets more confusing with the buildings versus the units because we don't always have access to that data to which makes it harder and we can only do that based off of our assessors data which says these address don't match. So that doesn't necessarily mean that those people aren't living there they might just have a different mailing address too. So the data's kind of hard to get your hands around. But the mix that we are showing here with total units at 63% for single family assuming those are owner occupied, is a good mix.
- Got it.
- But as far as the mix of single versus two versus multi we don't really know which ones are owner occupied and which ones aren't owner occupied. That is a little hard to get your hands around.
- But it is a measure of units that 60/40 is an acceptable.
- For owner, rental. Yes.
- Right.
- Then you add the complication of single versus doubles and doubles can have owners in them.
- Yes.
- It's a lot of data.
- Thank you. I understand.
- I think there is no right answer but the structure to. You look at single families, two families comes in difference in terms of two family units that are both rental versus one owner occupied with additional rental unit in there. You can also look by neighborhood in terms of densities, there are certain areas you have denser more units per acre. The reason it is on here Communications feels it's important to come back through a body but really didn't provide any contact. What he's looking for is just some statistics so it's here for your information.
- So is there any way to get at the owner occupied issue? I think you said no but I was.
- To get more data?
- Ya. To find out about owner occupied cause that is the issue that has come up here over and over. I'm kind of betting that maybe is what he is thinking about too.

- That I am not sure of. I know the data exist but it is usually done by Census Tract which goes over a lot of different boundaries that we don't have control over. And a lot of information is stuff you pay for. Based off of what we have, we can make speculative guesses based on if the owners address matches the property address. That is about as far as we can go as a city. But I don't know how easy it is to do that. That is a lot of data.

- Sounds like a lot of person hours.

- Yes. So it's if we needed it for something that was measurable I think we would be able to gather that. It's not a bad statistic to have but I don't know how useful it is when you look at a city as a whole cause you want to target neighborhoods that go, oh this is at 70% rentals we have a problem here versus if you are looking at everybody it doesn't really give you any context if it's good or if it's bad. So I think if it was neighborhood specific it would be much more beneficial. Which for the shipyard we did track that information. We figured out what's owner and what's rental because we need that data to make decisions. City wide, I don't think it gives you anything.

- Thank you.

- Any further discussion? Item three. The date of the next meeting is Monday April 8th, 2019. Next is adjournment.

- They we will adjourn.

- Second.

- We have a motion by Commission Bremer, a second by Alder Corpus-Dax to adjourn. Any further discussion? Not right now? We are adjourned.