



# **AGENDA OF THE GREEN BAY PLAN COMMISSION**

**MONDAY, JANUARY 27, 2020, 6:00 PM  
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

**A. Roll Call.**

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

**B. Approval of the Agenda.**

- I. Approval of the agenda for the January 27, 2020, meeting of the Green Bay Plan Commission.

**C. Approval of Minutes.**

- I. Approval of the minutes from the December 16, 2019, meeting of the Green Bay Plan Commission.

**D. Regular Business.**

- I. Consideration with possible action regarding a communication from Ald. C. Wery regarding an appeal by Mike and Karen Alberts, 1801 S. Ridge, to the designation and approved uses of their parcels 1-1423-A and 1-1423-A-9 on Ridge Road.
2. (ZP 19-30) Consideration with possible action on the request to authorize a Conditional Use Permit (CUP) to establish a two-family dwelling within an Office/Residential (OR) district at 1132-1134 East Walnut Street, submitted by John Tony Salas, property owner (Ald. B. Galvin, District 4).
3. (ZP 20-01) Consideration with possible action on a request to create a Planned Unit Development (PUD) regulating signage at 1601-1603 North Quincy Street, submitted by Matt Szymanski, Green Bay Packaging (Ald. K. Lefebvre) .

4. (SV 20-01) Consideration with possible action on a request to close and vacate portions of Acme Street and Lawrence Street, submitted by Bob Mach, Mach IV Engineering (Ald. C. Stevens, District 5).
5. (Site Plan #2207-Amended) Consideration and possible action on a request of the Zoning Administrator to review the site plan and landscape plan for the expanded Kwik Trip parcel located at 3525 Humboldt Road (Ald. B. Dorff, District 1).
6. (PP 20-01) Discussion with possible action on hosting Public Hearings at Plan Commission meetings.
7. Discussion with possible action on the 2020 Green Bay Plan Commission meeting schedule.

**E. Informational.**

1. Director's Report.
2. Date of next meeting: Monday, February 24, 2020

**F. Adjournment.**

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT [www.greenbaywi.gov](http://www.greenbaywi.gov)
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Plan Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



## **MINUTES OF THE GREEN BAY PLAN COMMISSION**

**MONDAY, DECEMBER 16, 2019, 3:00 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: Veronica Corpus-Dax, Lisa Hanson, Jacob Miller, Sidney Bremer, Randall Petrouske, Excused: Jerry Wiezbiskie, Timothy Gilbert

### **B. APPROVAL OF THE AGENDA.**

I. Approval of the agenda for the December 16, 2019, meeting of the Green Bay Plan Commission.

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

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No- None, Abstain- None

### **C. APPROVAL OF MINUTES.**

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

## **D. REGULAR BUSINESS.**

I. (ZP 19-31) Consideration with possible action on the request to rezone 2200 Nicolet Drive, Tax Parcel 21-274-2, from General Commercial (C1) to Varied Density Residential (R3), submitted by David J. Meister, Mau & Associates, LLC on behalf of TSAGB, LLC, property owner. In addition, the Department of Community and Economic Development is recommending that the parcel located at 2100 Nicolet Drive, Tax Parcel 21-274-4, also be rezoned from General Commercial (C1) to Varied Density Residential (R3).

Moved by Lisa Hanson, seconded by Ald. Veronica Corpus-Dax to open the floor for discussion.  
Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No-None, Abstain- None

Moved by Lisa Hanson, seconded by Ald. Veronica Corpus-Dax to close the floor for discussion.  
Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No-None, Abstain- None

Moved by Randall Petrouske, seconded by Ald. Veronica Corpus-Dax to rezone 2200 Nicolet Drive, Tax Parcel 21-274-2, from General Commercial (C1) to Varied Density Residential (R3) and 2100 Nicolet Drive, Tax Parcel 21-274-4, from General Commercial (C1) to Varied Density Residential (R3). Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No-None, Abstain- None

2. (ZP 19-32) Consideration with possible action on the request to authorize a Conditional Use Permit (CUP) to establish a live-work use within a Low Density Residential (RI) district at 900 South Jackson Street, submitted by Ace Champion, petitioner. (Ald. B. Galvin, District 4)

Moved by Lisa Hanson, seconded by Randall Petrouske to open the floor for discussion. Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No- None, Abstain- None

Moved by Lisa Hanson, seconded by Ald. Veronica Corpus-Dax to close the floor for discussion. Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No- None, Abstain- None

Moved by Lisa Hanson, seconded by Randall Petrouske to authorize a Conditional Use Permit (CUP) to establish a live-work use within a Low Density Residential (RI) district at 900 South Jackson Street. Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No- None, Abstain- None

## **E. INFORMATIONAL.**

I. Director's Report.

Kevin Vonck provided the Director's Report.

2. Date of next meeting: Monday, December 23, 2019.

The December 23, 2019, meeting will be cancelled and the next meeting is scheduled for January 13, 2020.

## **F. ADJOURNMENT.**

Moved by Lisa Hanson, seconded by Randall Petrouske to adjourn. Motion carried.

Yes- Jacob Miller, Lisa Hanson, Randall Petrouske, Sidney Bremer, Veronica Corpus-Dax, No- None, Abstain- None

**12/17/19**

**TO: Improvement and Services, Planning Commission**

**FROM: Alderman Chris Wery**

**RE: Appeal by Mike & Karen Alberts, 1801 S. Ridge, to the designation and approved uses of their parcels 1-1423-A-1 and 1-1423-A-9 on Ridge Rd.**



## Report to the Green Bay Plan Commission

### MEETING DATE

January 27, 2020

### PREPARED BY

Paul Neumeyer, Staff

### AGENDA ITEM # D.2.

(ZP 19-30) Consideration with possible action on the request to authorize a Conditional Use Permit (CUP) to establish a two-family dwelling within an Office/Residential (OR) district at 1132-1134 East Walnut Street, submitted by John Tony Salas, property owner (Ald. B. Galvin, District 4).

### BACKGROUND

**Primary Address:** 1132-1134 East Walnut

**Reason for Request:** To allow for the conversion of the structure to a two-family dwelling.

**Aldersperson/District:** Ald. Bill Galvin / 4

#### Surrounding Zoning and Land Uses:

|         |                              |                               |
|---------|------------------------------|-------------------------------|
| SUBJECT | Office/Residential (OR)      | Single-family use             |
| NORTH   | Office/Residential (OR)      | Single-family homes           |
| SOUTH   | Low Density Residential (RI) | Single-family homes           |
| EAST    | Office/Residential (OR)      | Multiple family units         |
| WEST    | Office/Residential (OR)      | Single & Two-family dwellings |

**Comprehensive Plan:** The 2022 Smart Growth Plan designates this area as low density residential uses.

**Consistency Analysis:** While Ch. 66.1001 Wis. Stats. does not specifically require conditional uses to meet the consistency requirement, the proposed conditional use permit is consistent with the comprehensive plan. The proposed use of the subject property is compatible with and is not contradictory to the applicable recommended policy and the future land use map.

**Report:** The site is a former two-family dwelling in which one unit has lost its nonconforming status. The structure was originally constructed as a two-family and sits on a lot that is 14,015 sq. ft. Approval of the request will allow the applicant to acquire the necessary permits to convert the current single family dwelling back to a two-family dwelling.

Planning staff feels approval of this request is keeping with surrounding land uses and is an appropriate conversion back to a two-family dwelling. Based on the Comprehensive Plan recommendation, the block south of East Walnut Street between South Clay Street and South Roosevelt Street is a candidate for rezoning to low density residential zoning in which, a two-family home would be an appropriate use.

The current property owner is new to the property, but has inherited interior and exterior compliance issues as identified by Inspection Department. The property owner is currently working with staff on

compliance for the proposed issues and needs to obtain the Conditional Use Permit (CUP) to allow for rehabilitation of the second unit.

Ald. B. Galvin, adjacent property owners have been notified of the request. As of the drafting of this report, staff has received one inquiry and no objections to this request.

## **RECOMMENDATION**

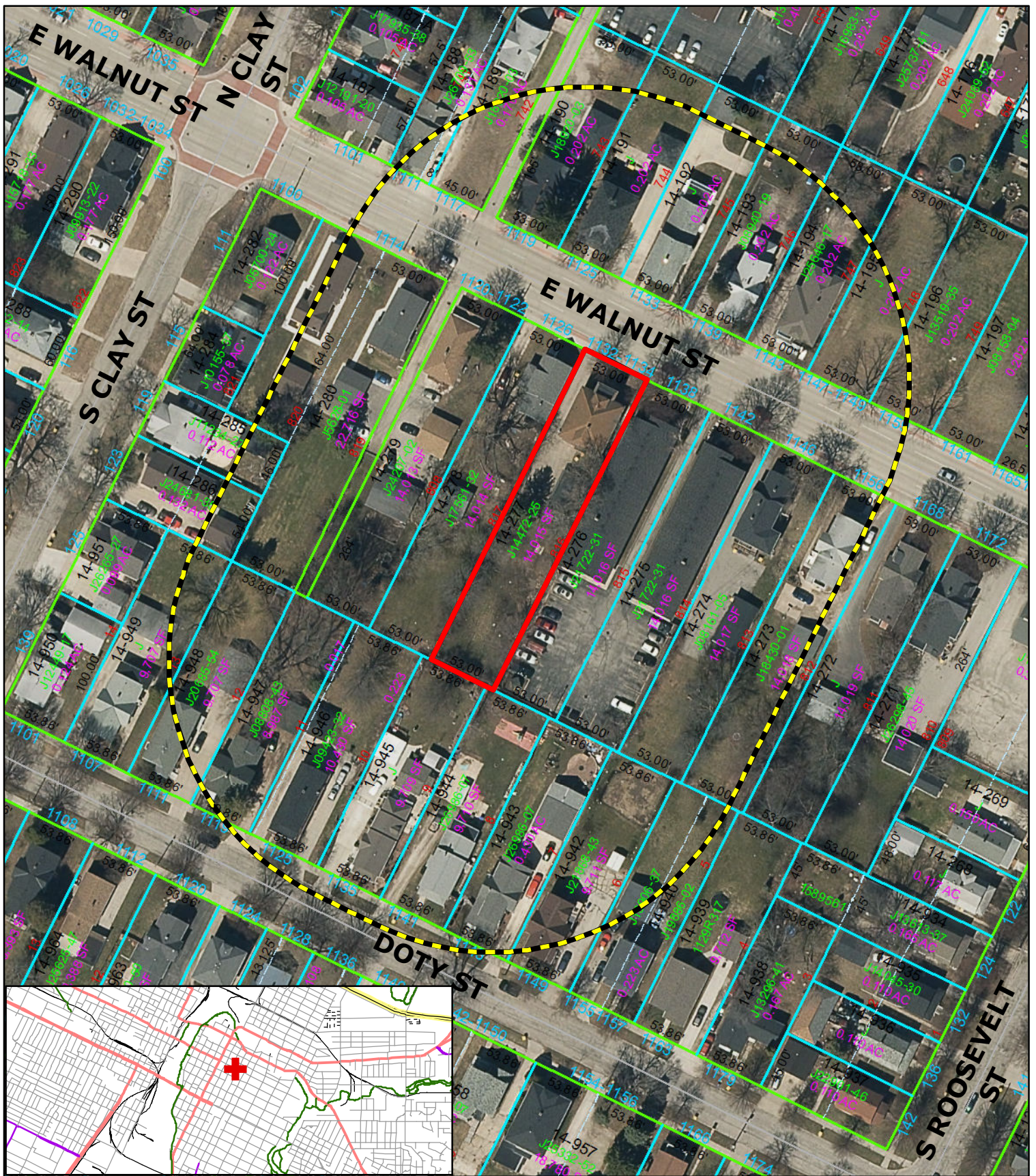
Staff is recommending approval of the request, subject to:

- a. Compliance with all other regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit.
- b. Compliance with all pending violations.

## **FISCAL IMPACT**

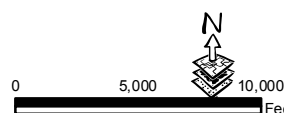
## **ATTACHMENTS**

- I. ZP 19-30 letter



**Zoning Petition (ZP 19-30)**  
**Proposed Conditional Use Permit (CUP)**  
**1132-1134 E Walnut Street**

- Proposed CUP
- 200' Property Owner Notice



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.



## Report to the Green Bay Plan Commission

### MEETING DATE

January 27, 2020

### PREPARED BY

David Buck, Staff

### AGENDA ITEM # D.3.

(ZP 20-01) Consideration with possible action on a request to create a Planned Unit Development (PUD) regulating signage at 1601-1603 North Quincy Street, submitted by Matt Szymanski, Green Bay Packaging (Ald. K. Lefebvre) .

### BACKGROUND

**Primary Address:** 1601-1603 North Quincy

**Reason for Request:** To allow wall signage to be sized and placed in relation to the scale and location of the new manufacturing facility, which is in excess of code allowances.

**Aldperson/District:** Ald. Kathy Lefebvre

#### **Zoning and Land Uses:**

Subject Property: General Industrial District (GI)- Manufacturing Facility, Green Bay Packaging

North: General Industrial District (GI) - Water Treatment Facility, Georgia Pacific

South: General Industrial District (GI)- Manufacturing Facility, Proctor & Gamble

East: General Industrial District (GI) - Warehousing & Outdoor Storage

West: N/A - Fox River

**Comprehensive Plan:** The 2022 Smart Growth Plan designates this area for general industrial uses, which “includes intensive manufacturing, railroad facilities, heavy truck traffic, extensive outdoor storage and the handling of raw materials. The proposed Planned Unit Development (PUD) does not affect or impact this land-use designation and is not in conflict with the recommendations of the Comprehensive Plan.

**Report:** In late 2018, Green Bay Packaging, Inc. began what is estimated to be a two to four year paper mill construction/expansion project at 1601-1603 North Quincy Street, southeast of the I-43 / Leo Frigo Bridge. The new facility is expanding upon the existing 72-year old mill with a two-story 451,458 sq. ft. (770,884 sq. ft. for both floors) manufacturing facility increasing the existing 162,980 sq. ft. facility footprint by approximately 177 percent.

The request for a PUD is generated by the property owners desire to install an identification sign (logo and name) on the mills north façade to be visible from I-43 and the Leo Frigo Bridge. Additionally, due to the scale of the new building, it is believed that the limitation on maximum sign area permitted for any individual building mounted sign would render the sign “lost” and ineffectual. Requests to vary dimensional regulations of the zoning code are generally brought before the Green Bay Board of Appeals. However, they do not have the authority to vary sign location/placement and the most suitable venue for the request is through the creation of a PUD.

Regulations on sign placement and size in the General Industrial (GI) District are located within Section 13-2011 of the Green Bay Zoning Code and permit wall signage on only those building facades adjoining a right-of-way and limits all wall sign area to a maximum of 400 sq. ft. with no individual sign greater than 200 sq. ft.

The applicant is requesting the installation of a 5,280 sq. ft. wall sign to be placed on the north building façade adjacent to Georgia Pacific's water treatment facility, which is not a street fronting façade.

At first glance, the sign area requested may appear to be excessive. However, in this unique situation, the north façade is approximately 158,000 sq. ft. in area making the proposed sign only 3.3 percent of the façade area. If held to the 200 sq. ft. maximum, the sign would occupy just 0.12 percent of the wall and likely not be effective for identification. As for location, the property at 1601-1603 N Quincy Street has a single right-of-way fronting façade (which will be approximately 28,500 sq. ft.); the east façade facing North Quincy Street. The north façade faces a water treatment facility, the south façade faces the Proctor & Gamble paper mill and the west façade faces the Fox River. Because the property separating Green Bay Packing from the Interstate is relatively clear of structures, appropriately scaled signage on the northern façade should be visible from I-43, which is approximately 850 ft. away.

As the main access to the new mill from the west will be from I-43 (utilizing the Webster Avenue off-ramp), visibility from this perspective is felt by staff to be appropriate. Furthermore, staff does not feel the requested signage area is overbearing in relation to the building or out of place within the industrial area and is recommending that up to five percent of any facade area be the standard for allowable wall signage. Staff supports the PUD request and believes that the proposed signage request is unique to this particular situation and will not adversely affect the integrity of the northeast-side industrial corridor and will not be detrimental to the area or city as a whole.

Ald. Kathy Lefebvre and property owners within 400+ ft. have been notified of the request. Staff has not received any inquiries about the proposed PUD as of the drafting of this report.

## RECOMMENDATION

Staff is recommending approval of the request, subject to the draft Planned Unit Development District (PUD) Ordinance.

## FISCAL IMPACT

## ATTACHMENTS

1. ZP 20-01 Location Map
2. Proposed Exterior Signage
3. Draft ZO XX-20\_PUD\_Green Bay Packaging Wall Signage 1.9.20





GREEN BAY PACKAGING

## Green Bay Packaging Green Bay Mill Division Proposed Exterior Signage

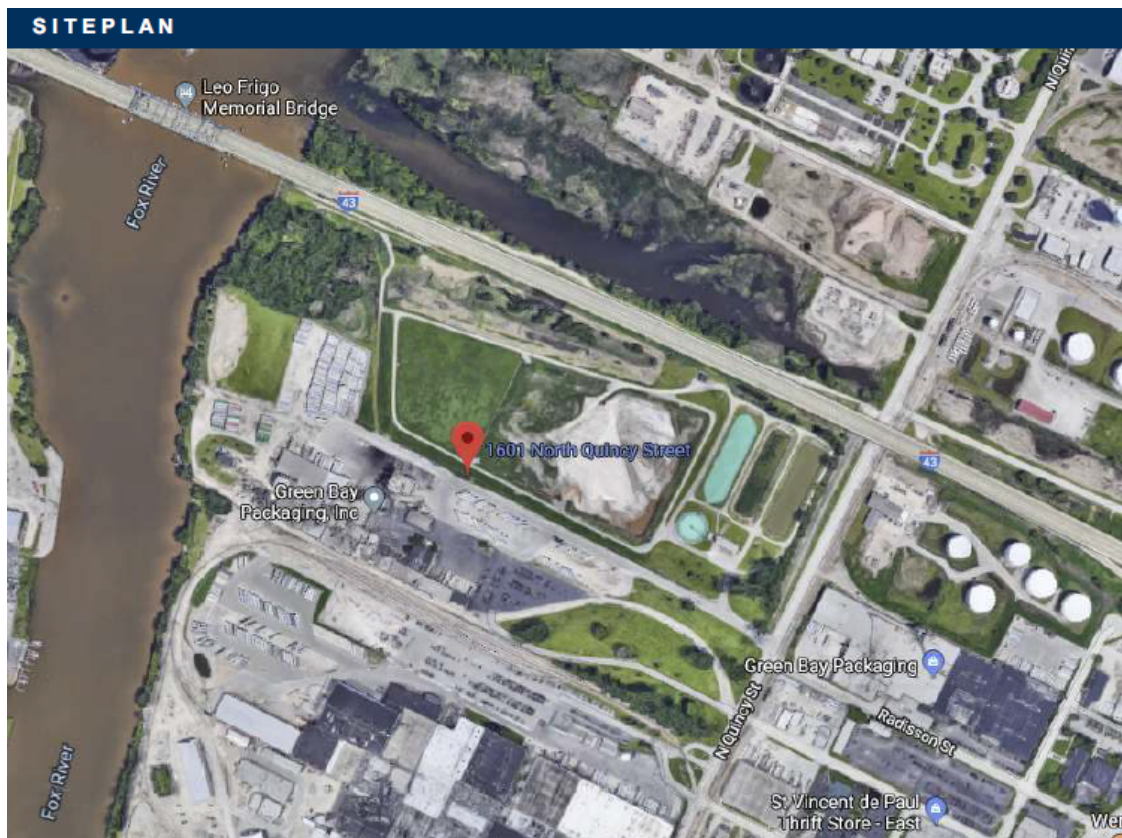


### PUD Request Purpose

The purpose of this memo is to request permission for Green Bay Packaging to install an exterior sign on the north façade of our new paper mill facing Leo Frigo Bridge. The entire north façade is approximately 158,000 sq. ft. Due to the scale of the new building, a larger sign is necessary to properly identify our company.

### Location

1601 N. Quincy St  
Green Bay, WI 54302





## Proposed Elevation



## Proposed Dimensions

32'-3 1/2" High x 164'-8 1/2" Wide

It is scaled to the building size, it is double-LED lit for better visibility from the bridge, and it meets our branding requirements.



## Sign Design

Double LED backlit for a clean/classy look that fits with our branding guidelines.



ZONING ORDINANCE NO. XX-20

AN ORDINANCE  
CREATING A PLANNED UNIT DEVELOPMENT (PUD) OVERLAY DISTRICT  
FOR BUILDING SIGNAGE AT 1601-1603 N QUINCY STREET  
(ZP 20-01)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by establishing a Planned Unit Development District on the following described property:

Legal Description: THAT PART OF PC 1 ESFR DESC IN 280 D 184 & IN 372 D 97- 99 & IN J00396-09.

Tax Parcel: 20-684-A (1601-1603 N Quincy)

**SECTION 2.** Pursuant to Section 13-1900, et seq., Green Bay Municipal Code, as they apply, the following conditions are imposed:

A. Purpose and Intent. The Planned Unit Development (PUD) is being utilized to assist in facilitating the development of Green Bay Packaging's mill expansion at 1601 Quincy Street.

B. Definitions.

1. Building Façade: The entire area of a building facade or building "side", extending from the eave line, roof or parapet to the ground from one corner of the building to another.

2. Sign Area: The entire face of a sign, including the advertising surface and any framing, trim, or molding. If the sign is composed of individual letters or symbols using the wall, awning, canopy, or window as the background with no added decoration, the sign area shall be calculated by measuring the area within a single continuous perimeter parallelogram that encloses the extreme limits of the message.

C. Free-Standing Signage. All ground-mounted or free-standing signage shall be regulated as the General Industrial (GI) District as set forth in Chapter 13-2000 Green Bay Zoning Code.

D. Signage Attached to Building. All signage attached to a building including wall signs, projecting signs, awning/canopy/marquee signs, and window signs shall

be regulated as the General Industrial (GI) District as set forth in Chapter 13-2000 Green Bay Zoning Code with the following alteration:

1. Sign Area. Due to the vast size and scale of the mill complex as well as its location in relation to the public right-of way, up to five percent (5%) of any principal building's façade may be utilized for on-premise advertising or identification.
    - a. Window signs shall not exceed 50% of the window area.
  2. Sign Location. Signage may be located on any portion of any building façade but may not extend above its corresponding facade roofline.
- E. Compliance with all of the regulations of the Green Bay Municipal Code not covered under the PUD.

**SECTION 3.** The provisions of this ordinance, including, without limitation, the granting of a conditional use permit and all obligations, conditions, restrictions, and limitations related thereto shall run with and be jointly and severally binding upon the fee simple owner and the beneficial owner of all or any portion of the subject property.

All obligations, requirements, and rights of the owner shall run with the land and shall automatically be assigned to be binding upon and inure to the benefit of its successors and assigns, including, but not limited to, any entity acquiring any financial interest in the subject property and/or any subsequent owner and/or beneficial owner of all or any portion of the subject property.

**SECTION 4.** Each exhibit which is attached to this ordinance is deemed to be and is expressly made a part of and incorporated into this ordinance to the same extent as if each such exhibit and the plans identified therein had been set forth in its entirety in the body of this ordinance.

**SECTION 5.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 6.** In addition to all other remedies available to the City of Green Bay, the City may decline to issue any building or other permits otherwise required by any ordinance of this City while any violation of this ordinance remains uncured.

**SECTION 7.** If any provision in this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such a decision shall not affect the validity of any other provision of this ordinance. It is hereby declared to be the intention of the City of Green Bay that all provisions of this ordinance are separable.

**SECTION 8.** This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

Attachments:

DRAFT



## Report to the Green Bay Plan Commission

### MEETING DATE

January 27, 2020

### PREPARED BY

Stephanie Hummel, Staff

### AGENDA ITEM # D.4.

(SV 20-01) Consideration with possible action on a request to close and vacate portions of Acme Street and Lawrence Street, submitted by Bob Mach, Mach IV Engineering (Ald. C. Stevens, District 5).

### BACKGROUND

**Reason for Request:** To close and vacate portions of Acme Street and Lawrence Street for a proposed expansion of American Foods Group

**Aldersperson/District:** Ald. Craig Stevens / District 5

**Surrounding Zoning and Land Uses:**

North: C1, Commercial and Residential

South: I1, Industrial

East: I1, Industrial

West: I1 & C1, Industrial and Commercial

**Report:** The applicant is requesting a partial closure and partial vacation of Acme Street and Lawrence Street to facilitate a proposed expansion of the Green Bay Dressed Beef facility. The attached exhibits show which portions are proposed for closure and which are proposed for vacation. The vacated portions would be removed from public right-of-way and be transferred to the adjoining parcels (in this case, the applicant). The closure will maintain right-of-way, but will close the roads to public traffic. An agreement will be executed detailing access and maintenance for the closure areas.

The Acme Street vacation area is surrounded completely by the applicant's property. Staff supports this vacation. The Acme Street closure is surrounded by the applicant, as well as another owner located at parcel 21-2267. While this parcel has primary access and is addressed off of University Avenue, we have a condition of approval that access to this parcel not be limited in the closure of this right-of-way.

The Lawrence Street closure area has three property owners: the applicant, owners of parcel 21-2263-6 and owners of parcel 21-2263-5. Parcel 21-2263-5 also goes into the vacation area. Staff has been informed that the applicant has purchased this property. A condition has been added to show this change in ownership prior to the vacation occurring. The closure may still occur with the condition that access is granted to this, and parcel 21-2263-6, as part of the agreement.

The Lawrence Street vacation area is surrounded entirely by the applicant's property, except for parcel 21-2263-4. Staff has been informed that the applicant has purchased this property. A condition has been added the proof of ownership is required prior to the vacation occurring or the vacation request will be denied as there is no other access to this parcel from public right-of-way.

Ald. C. Stevens, adjoining property owners and reviewing agencies were informed of this request. No objections were received. The applicants held two neighborhood meetings prior to this meeting, focusing on the rezoning and expansion project. No objections to the road closures or vacations were heard.

## RECOMMENDATION

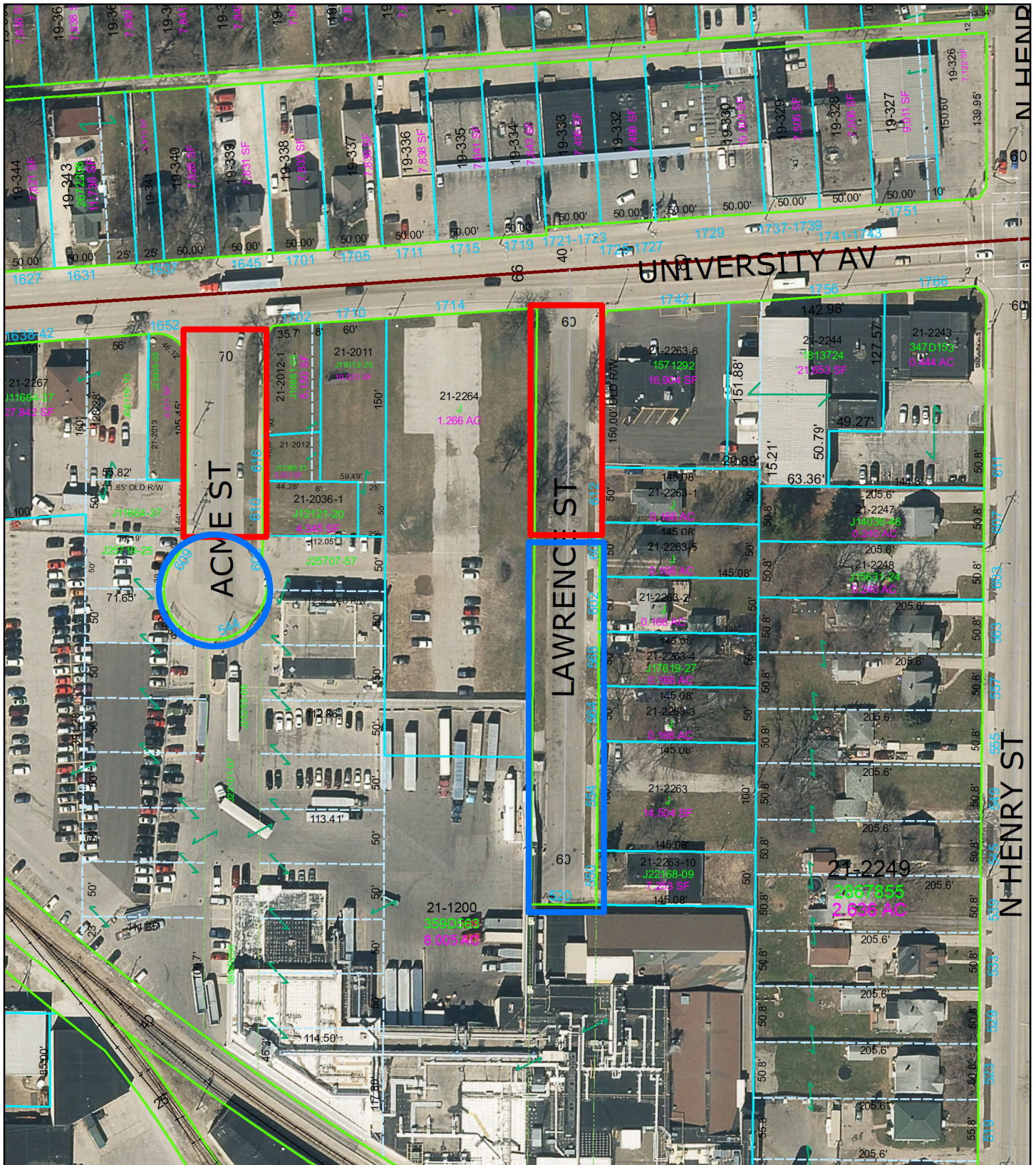
Staff is recommending approval of the request, with the following conditions:

1. A closure agreement is required for both Acme Street and Lawrence Street detailing maintenance of and access to this right-of-way.
2. Access to parcel 21-2267 must be allowed and detailed in the closure agreement for Acme Street.
3. Access to parcel 21-2263-6 must be allowed and detailed in the closure agreement for Lawrence Street.
4. Proof of ownership of parcel 21-2263-5 is required prior to execution of the vacation or closure. If proof is not provided, access to this parcel must be allowed and detailed in the closure agreement for Lawrence Street. The vacation will be denied if proof of ownership is not provided.
5. Proof of ownership of parcel 21-2263-4 is required prior to execution of the vacation. The vacation will be denied if proof of ownership is not provided.

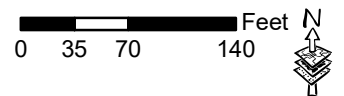
## FISCAL IMPACT

## ATTACHMENTS

1. SV 20-01 Map
2. SV 20-01 ACME ST EXHIBIT
3. SV 20-01 LAWRENCE ST EXHIBIT
4. SV 20-01 Full Exhibit



## SV 20-01 Closure and Vacation of Acme Street & Lawrence Street



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. SJH 1.15.20 15 Jan 2020 X:\Planning\Basemaps\template\_8.5x11.mxd

- Closure Area
- Vacation Area

PART OF LOT 88 OF SUBDIVISION NO. 1 OF NEWBERRY'S ADDITION TO THE CITY OF GREEN BAY AND PART OF LOTS 3, 5, 6, 7, 22 AND 23 OF HAEVER'S SECOND SUBDIVISION, CITY OF GREEN BAY, BROWN COUNTY WISCONSIN



ELISABETH KLAUS SUBD. OF LOTS 45-50 OF NEWBERRY'S ADD.

LOT 17 LOT 16 LOT 15 LOT 14 LOT 13 LOT 12

UNIVERSITY AVENUE

33'

33'

8'

N86°03'56"E 108.48'

46.16'

S43°17'45"W 11.75'

ACME STREET

HAEVER'S 2ND SUBD.

LOT 2 LOT 1

LOT 4 LOT 3

N0°31'34"E 148.87'

183.17'

S0°31'34"W 207.49'

LOT 5

HAEVER'S 2ND SUBD.

LOT 24

HAEVER'S 2ND SUBD.

LOT 6

HAEVER'S 2ND SUBD.

LOT 23

HAEVER'S 2ND SUBD.

LOT 7

HAEVER'S 2ND SUBD.

LOT 22

HAEVER'S 2ND SUBD.

LOT 21

HAEVER'S 2ND SUBD.

CURVE DATA:  
ARC=46.16'  
RADIUS=28.00'  
CHORD=41.11'  
CHORD BRG=N46°42'15"W  
CENT. ANG.=94°27'38"

CURVE DATA:  
ARC=30.57'  
RADIUS=45.00'  
CHORD=29.99'  
CHORD BRG=N19°59'21"E  
CENT. ANG.=38°55'34"

CURVE DATA:  
ARC=52.78'  
RADIUS=45.00'  
CHORD=49.81'  
CHORD BRG=S08°17'32"W  
CENT. ANG.=67°12'26"

CURVE DATA:  
ARC=146.98'  
RADIUS=45.00'  
CHORD=89.83'  
CHORD BRG=N54°07'14"W  
CENT. ANG.=187°08'45"

6.49'

N89°23'09"W

70.47'

24.08'

24.32'

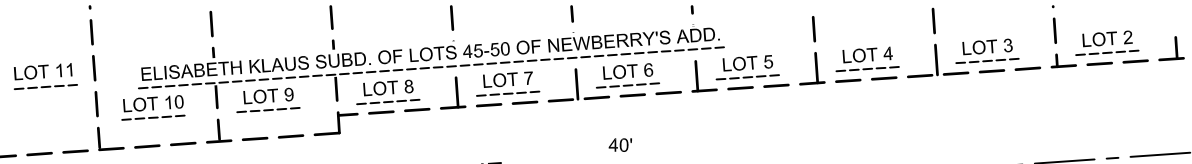
52.78'

146.98'

ROAD C

ROAD V

ROAD VACATION AREA

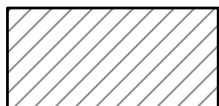


# EXHIBIT B

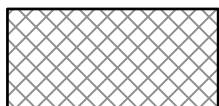
PART OF LOT 86 OF SUBDIVISION NO. 1 OF  
NEWBERRY'S ADDITION,, CITY OF GREEN BAY,  
BROWN COUNTY WISCONSIN



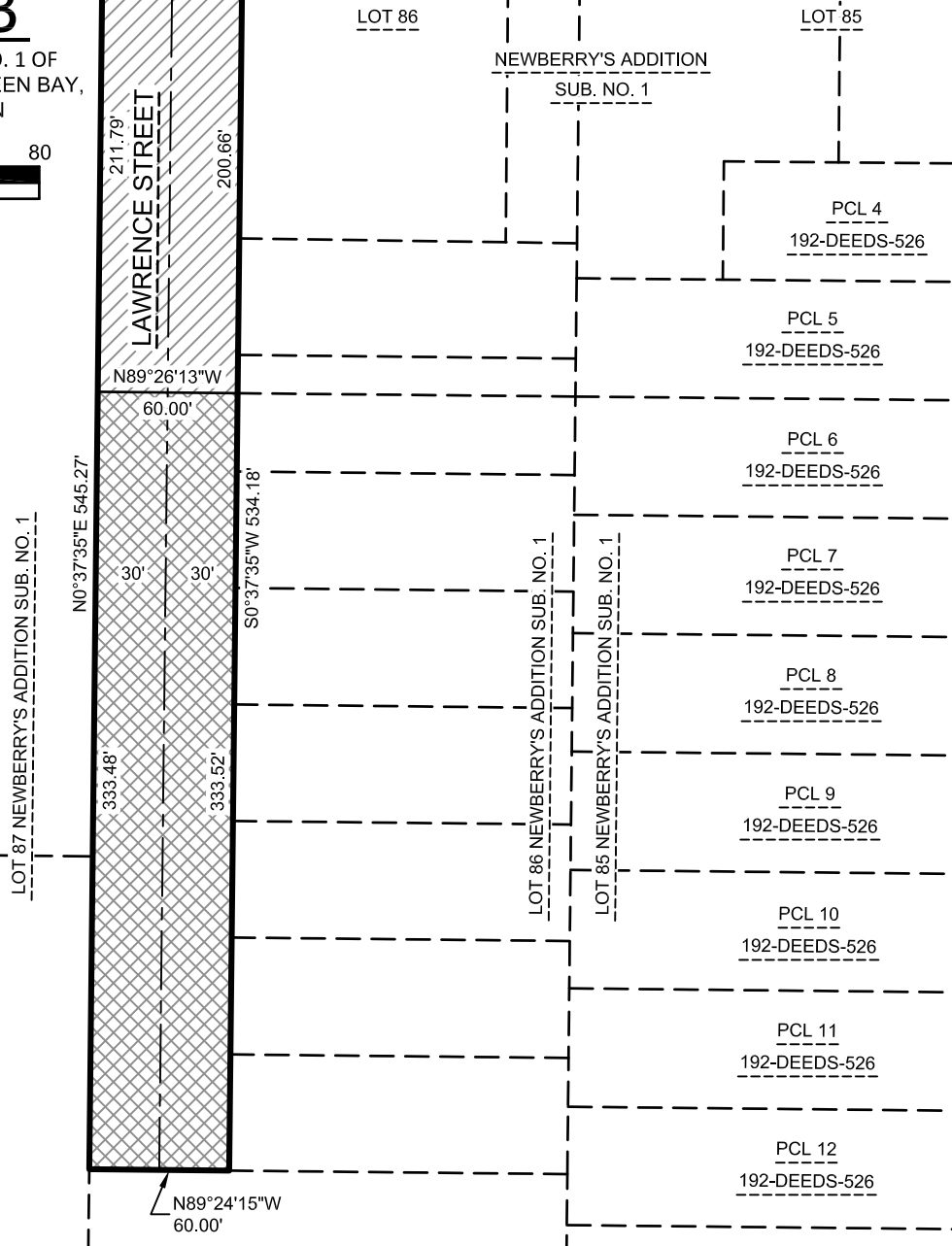
THIS MAP IS BASED ON  
THE CURRENT COUNTY  
COORDINATE SYSTEM  
OF RECORD.



ROAD CLOSURE AREA



ROAD VACATION AREA



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CLIENT: AMERICAN FOODS GROUP

DRAFTED BY: RJO  
TAX PARCEL NO.: 21-1200

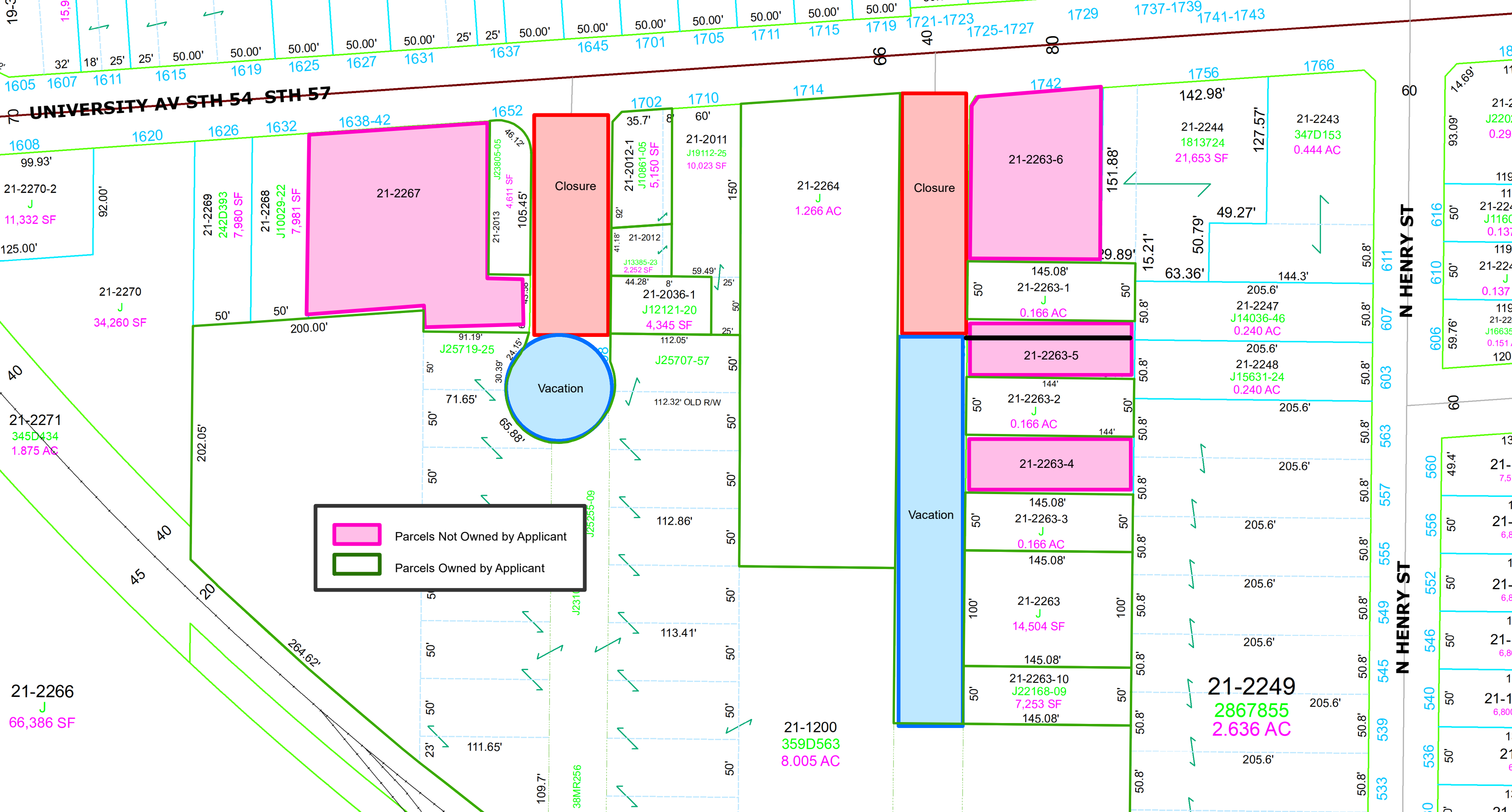
SCALE:

1"=80'

SHEET: 1 OF 1

PROJECT NO. 0438-02-18

DRAWING NO.





## Report to the Green Bay Plan Commission

### MEETING DATE

January 27, 2020

### PREPARED BY

Paul Neumeyer, Staff

### AGENDA ITEM # D.5.

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

### BACKGROUND

Primary Address: 3525 Humboldt Road

**Aldersperson/District:** Ald. B. Dorff, District I

**Reason for Request:** To review the site plan and renderings for the proposed development as part of the Eaton Heights Planned Unit Development (PUD), Zoning Ordinance (ZO) 25-04 and ZO 12-19.

**Subject Parcel Zoning and Land Use:** PUD – Planned Unit Development (PUD)/vacant

**Surrounding Zoning and Land Uses:**

North: PUD- Proposed Low Density Condominium Development

South: PUD – Future Commercial land uses as part of the Stone Garden Development

East: PUD- Future Commercial land uses as part of the Eaton Heights PUD

West: R3/RI- Fire Station Number 7/Celebration Church

**Comprehensive Plan:** The 2022 Smart Growth Plan designates this area as Commercial land uses.

**Analysis:** The zoning for the Eaton Heights development was created in 2004, as a Planned Unit Development (PUD). The PUD has three primary land uses: single & two family dwellings, low density condominiums and General/Neighborhood Commercial land uses.

The subject site is the first development within the area designated from General/Neighborhood Commercial uses. Kwik Trip recently acquired a 10 acre parcel on the northeast corner of Humboldt Road and North Huron Road and is in the process of constructing a full service Kwik Trip convenience store with fuel sales and a car wash.

Kwik Trip acquired additional property, expanding their commercial footprint to the north, as amended under Zoning Petition 19-24 and ultimately approved under ZO 12-19. The additional property to the north will allow for a relocated driveway further north with access to North Huron Road. This will provide additional space to create a buffer to residential properties to the north and east.

Under ZO 25-04, prior to the issuance of issuing permits, the petitioner is required to receive Plan Commission approval of the landscape plan and site plan, see attachments within this agenda packet. Planning

staff is recommending approval of the site plan as presented.

## **RECOMMENDATION**

Staff is recommending approval of the request, subject to the standards found in ZO 25-04 and standard site plan review.

## **FISCAL IMPACT**

## **ATTACHMENTS**

- I. PC Exhibits



MEDIAN  
CONCRETE MEDIAN

OAD AS PER PLAT

3. PLAN PREPARED FROM AN ALTA/ACSM LAND TITLE SURVEY BY: CAROL LAND SURVEYING CO.  
920-731-4168
2. CURBS ARE DIMENSIONED TO BACK OF CURB.
3. CONVENIENCE STORE, AND ISLAND COMPLEXES ARE LOCATED FROM THE NORTHWESTERN MOST PROPERTY CORNER AND ALIGNED PARALLEL/PERPENDICULAR TO THE LINE LABELED N01°11'21"E, UNLESS OTHERWISE INDICATED ON THIS PLAN.
4. UNLESS SHOWN OTHERWISE ON THIS DRAWING, CONTRACTOR SHALL PROVIDE CONTROL JOINTS, CONSTRUCTION JOINTS, AND EXPANSION JOINTS IN SLAB ON GRADE, SIDEWALKS AND DRIVES.  
CONTROL JOINT MAXIMUM DISTANCE: WALKS- 8' O.C., ALL OTHERS- 15' O.C. SAW CUT  
CONTROL JOINTS MINIMUM ONE-QUARTER CONCRETE THICKNESS.  
EXPANSION JOINT MAXIMUM DISTANCE: WALKS- 24' O.C., ALL OTHERS- 40' O.C. DOWEL ALL  
EXPANSION JOINTS- MAXIMUM 24" O.C.
5. ON-SITE EXTERIOR CONCRETE SURFACES TO BE SEALED. CONCRETE SEALER:  
APR 15- OCT 31 USE: TK-260V  
NOV 1- DEC 31 USE: TK-290
6. ON-SITE CONCRETE EXPANSION JOINTS SHALL BE DECK-O-FOAMED AND CAULKED WITH SLI.
7. THE CITY OF GREEN BAY DEPT. OF PUBLIC WORKS MUST BE NOTIFIED (3) WORKING DAYS BEFORE THE START OF ANY CITY STREET CONSTRUCTION WITHIN A PUBLIC RIGHT OF WAY. CONTACT MATT WOICEK PH. (920) 448-3100. WITHIN HURON ROAD AND HUMBOLDT ROAD CONTRACTOR WILL ALSO NEED TO CONTACT THE BROWN COUNTY PUBLIC WORKS DEPARTMENT.
8. THE CITY OF GREEN BAY DEPT. OF PUBLIC WORKS MUST BE NOTIFIED (3) WORKING DAYS BEFORE THE START OF ANY SANITARY SEWER OR STORM SEWER CONSTRUCTION WITHIN A PUBLIC RIGHT OF WAY OR EASEMENT. CONTACT MATTHEW HECKENLAIBLE PH. (920) 448-3100.
9. THE CITY OF GREEN BAY WATER DEPT. MUST BE NOTIFIED (3) WORKING DAYS BEFORE THE START OF ANY WATER MAIN CONSTRUCTION WITHIN ANY PUBLIC RIGHT OF WAY OR EASEMENT. CONTACT BRIAN POWELL PH. (920) 448-3480.
10. CONCRETE SURFACES IN THE RIGHT-OF-WAY SHALL MATCH EXISTING PAVEMENT THICKNESS. CONTRACTOR SHALL ENSURE THAT THERE IS 8" OF 1-1/4" CRUSHED AGGREGATE BASE COURSE UNDER NEW CONCRETE MIN.

|                                      |           |
|--------------------------------------|-----------|
| ZONING DISTRICT:                     | C1        |
| TOTAL SITE AREA - EXISTING/PROPOSED: | 66,314 SF |
| EX. IMPERVIOUS:                      | 1,656 SF  |
| EX. PERVIOUS:                        | 64,658 SF |
| PROPOSED LOT GREEN AREA:             | 45,355 SF |
| PROPOSED HARD COVER:                 | 20,959 SF |

ELECTRIC/ GAS:  
WISCONSIN PUBLIC SERVICE- 800-450-7290

CABLE TV:  
TIME WARNER CABLE- 920-496-2040

TELEPHONE:  
BROWN COUNTY COMMUNICATIONS- 920-391-1977  
AT&T- 920-544-9252

SANITARY/ WATER  
CITY OF GREEN BAY 920-448-3480

INSTALL AND MAINTAIN SILT FENCING PER WDNR  
TECHNICAL STANDARD SILT FENCE #1056.  
REMOVE SEDIMENT FROM BEHIND SILT FENCES  
AND SEDIMENT BARRIERS BEFORE SEDIMENT  
REACHES A DEPTH THAT IS EQUAL TO ONE-HALF  
OF THE FENCE AND/OR BARRIER HEIGHT.

REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY.

IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.

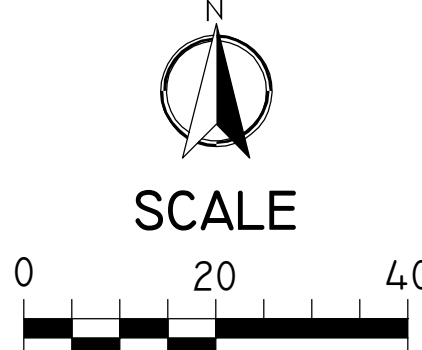
IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER. BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE. OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.

# STORES

## STORES

**KWIK TRIP, Inc.**  
P.O. BOX 2107  
1626 OAK STREET  
LA CROSSE, WI 54602-2107  
PH. (608) 781-8988  
FAX (608) 781-8960

 **REI**  
**CIVIL & ENVIRONMENTAL  
ENGINEERING, SURVEYING**  
**REI Engineering, INC.**  
4080 N. 20TH AVENUE  
WAUSAU, WISCONSIN 54401  
PHONE: 715.675.9784 FAX: 715.675.4060  
EMAIL: MAIL@REIENGINEERING.COM



## OFF-SITE SITE PLAN

CONVENIENCE STORE #1051

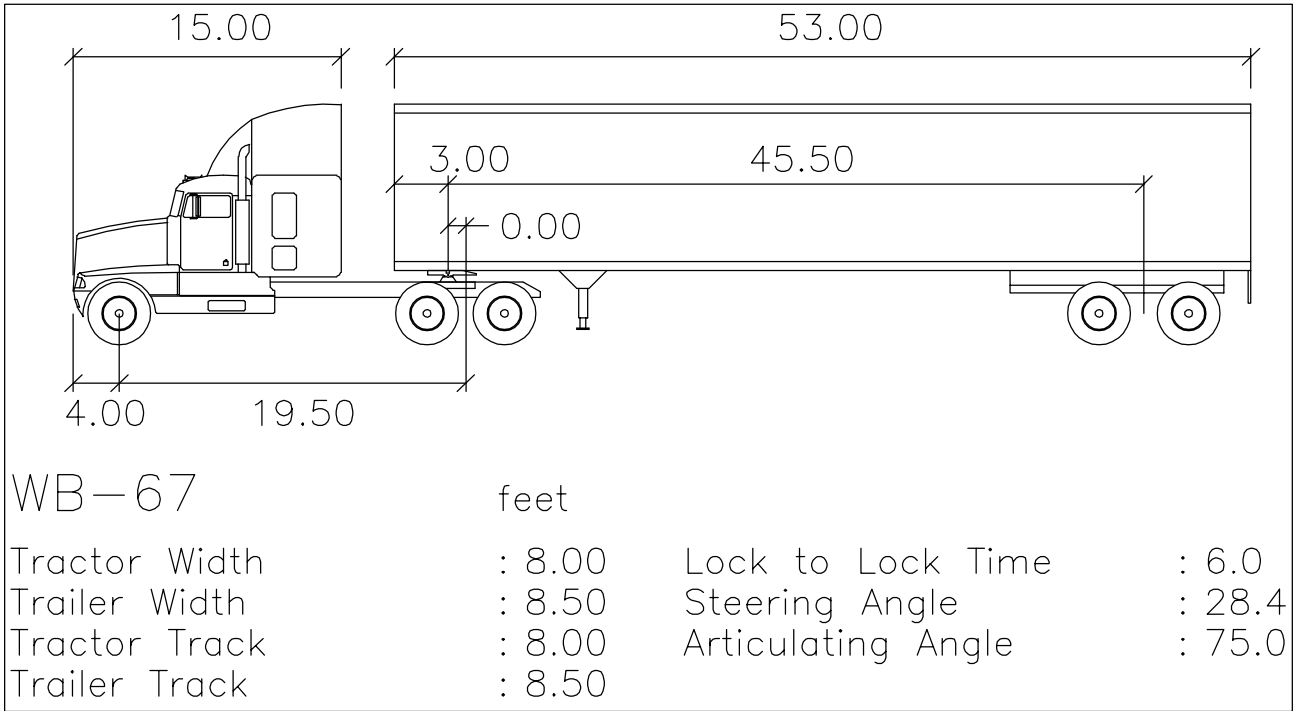
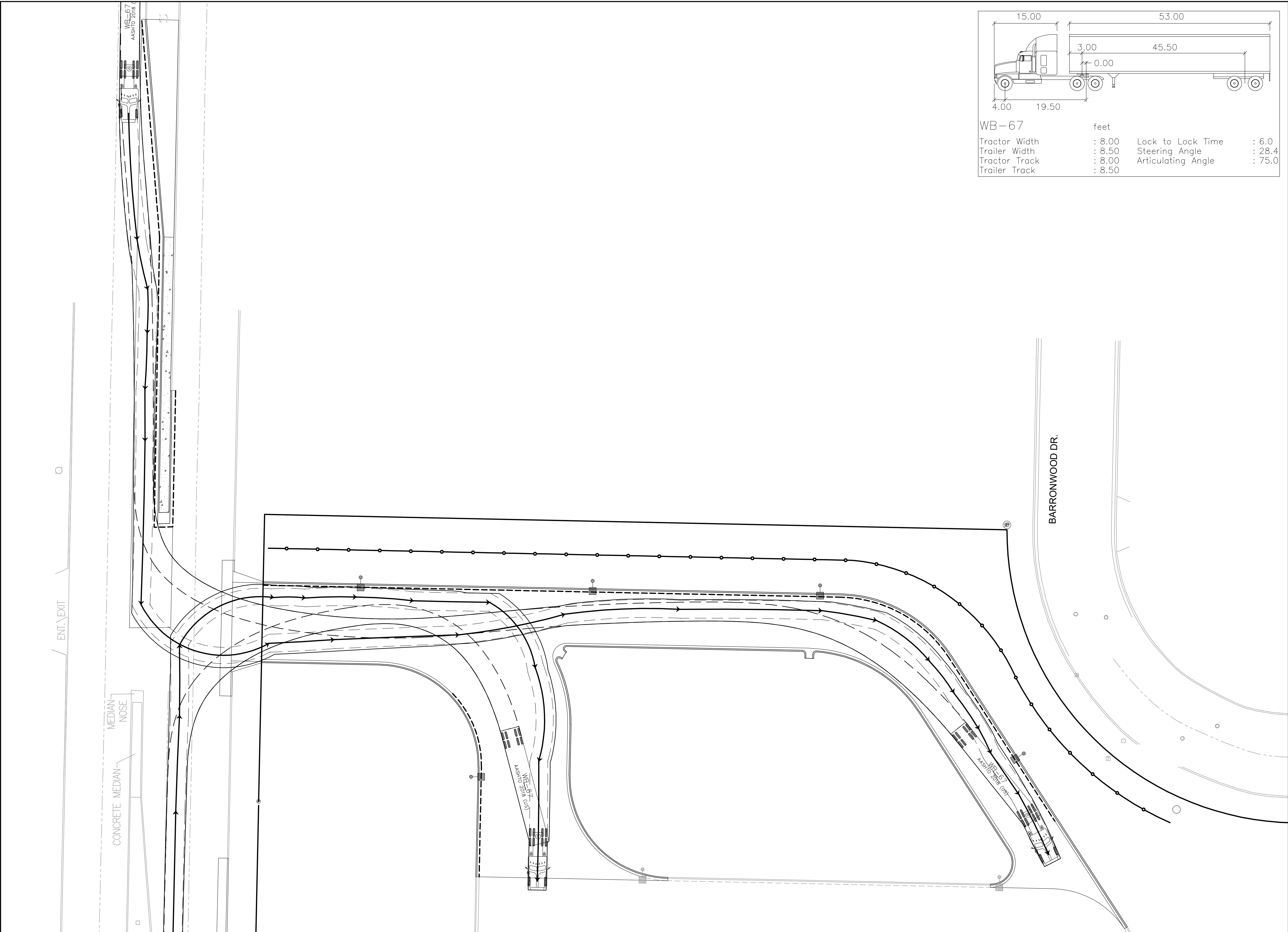
3525 HUMBOLDT ROAD  
GREEN BAY, WI

| # | DATE     | DESCRIPTION |
|---|----------|-------------|
| 1 | XX/XX/XX | XXXXXXXXXX  |
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|   |          |             |
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|-----------|------------------------------|
| DRAWN BY  | NAP                          |
| SCALE     | GRAPHIC                      |
| PROJ. NO. | 8167A                        |
| DATE      | 12/30/19 - CONSTRUCTION DOCS |
| SHEET     | OSSP1                        |

# OSSP1

DRAWING FILE: P:\8100-8199\8167 -Kwik Trip #1051 GREEN BAY\DWG\PLANS - OFFSITE\8167-OS-SP-TRUCK CIRCULATION.DWG LAYOUT: SP  
PLOTTED: JAN 06, 2020 - 4:38PM PLOTTED BY: DAN

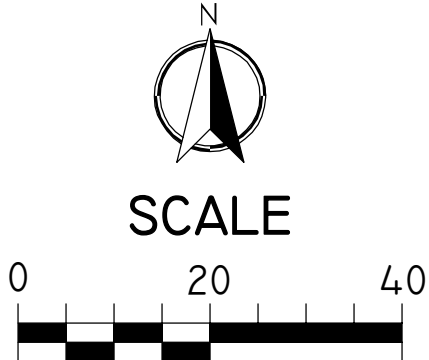


**STORES**

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PHONE: 715.675.9784 FAX: 715.675.4060  
EMAIL: MAIL@REIENGINEERING.COM



OFF-SITE TRUCK  
CIRCULATION

CONVENIENCE STORE #1051

3525 HUMBOLDT ROAD  
GREEN BAY, WI

| # | DATE     | DESCRIPTION |
|---|----------|-------------|
|   | XX/XX/XX | XXXXXXXXXX  |
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| DRAWN BY  | NAP                          |
| SCALE     | GRAPHIC                      |
| PROJ. NO. | 8167A                        |
| DATE      | 12/30/19 - CONSTRUCTION DOCS |
| SHEET     | OSSP                         |



## OSE1

DRAWING FILE: P:\8100-8199\8167 -Kwik Trip #1051 GREEN BAY\DWG\PLANS - OFFSITE\8167-OS-TCI-Traffic Control.DWG LAYOUT: OSTC2  
PLOTTED: JAN 06, 2020 - 4:44PM PLOTTED BY: DAN



GENERAL NOTES:  
I. SIGN SITES AND SPACING TO BE DETERMINED BASED ON MUTCD CRITERIA OR THE GIVEN ROADWAY'S CLASSIFICATION.  
2. BARRICADES ARE TYPE III. PLACEMENT OF FLASHING LIGHTS ON BARRICADES TO BE DETERMINED BY THE FIELD ENGINEER.  
3. ENSURE ADEQUATE SPACE FOR TURNING MOVEMENTS FROM FIRE STATION AS WELL AS WATERCREST DRIVE.

**Kwik**  
**TRIP**  
TM

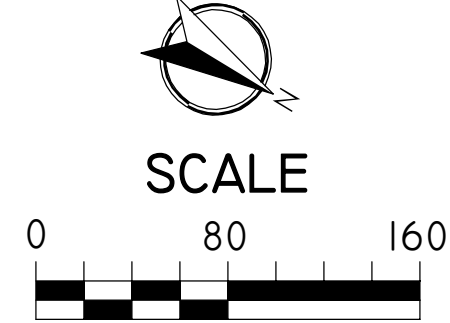
STORES

**Kwik**  
**STAR**  
TM

STORES

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|                                                                                       |                     |
|---------------------------------------------------------------------------------------|---------------------|
| OFF-SITE TRAFFIC<br>CONTROL PLAN                                                      |                     |
| CONVENIENCE STORE #1051                                                               |                     |
| 3525 HUMBOLDT ROAD<br>GREEN BAY, WI                                                   |                     |
| #                                                                                     | DATE DESCRIPTION    |
|  | XX/XX/XX XXXXXXXXXX |
|                                                                                       |                     |
|                                                                                       |                     |
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|                                                                                       |                     |
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| DRAWN BY NAP                                                                          |                     |
| SCALE GRAPHIC                                                                         |                     |
| PROJ. NO. 8167A                                                                       |                     |
| DATE 12/30/19 - CONSTRUCTION DOCS                                                     |                     |
| SHEET OSTC2                                                                           |                     |



## Report to the Green Bay Plan Commission

### MEETING DATE

January 27, 2020

### PREPARED BY

David Buck, Staff

### AGENDA ITEM # D.6.

(PP 20-01) Discussion with possible action on hosting Public Hearings at Plan Commission meetings.

### BACKGROUND

**Reason for Request:** Streamline and increase public information associated with the process of zoning code text amendments, zoning map changes and conditional use permits.

**Report:** 2017 Wisconsin Act 67, adopted in late 2017, changed the way conditional use permits (CUP) must be processed requiring a Class II notice be published and public hearing held. Since public hearings are currently conducted at the Common Council, this change in State Statute added 2-4 weeks to the timeline for such requests because the associated resolution now has to go to two Council meetings versus one. In many cases, this has added additional burden to applicants and has led staff to consider how to reduce the time frame.

While researching the CUP process, staff discovered that the City Council has the ability to delegate required public hearings to the Plan Commission for text amendments, zone changes/PUDs, and Conditional Use Permits. Under § 62.23(7)(d), Wis. Stats., public hearings on zoning regulations “shall be held by, at the council’s election, the council, the plan commission.”

Staff believes there are numerous benefits that can be realized by having these select public hearings at the Plan Commission meetings. In particular, having the hearings occur at the same meeting as the presentations and Plan Commission discussions concerning the proposed text amendments, zone changes, and CUPs increases transparency and accessibility of the zoning process. Constituents will have the opportunity to attend a singular meeting at which they will be able to receive the pertinent information concerning the request via staff presentation on the item, observe the Commission’s discussion and recommendation concerning the request, and then make any statements they wish to make during the public hearing portion. Additionally, it is Plan Commission policy to individually notify nearby land owners by mail of the Plan Commission action item so adds an additional personalized notification beyond a public hearing notice being published in the local newspaper. From a developer’s standpoint, comments received at the Plan Commission afford greater opportunity to adjust proposals addressing concerns/comments heard before the item is addressed by the City Council. Furthermore, this streamlined process will benefit those constituents, particularly commercial ones, who have requested zoning changes. Rather than having to wait several weeks following the Plan Commission’s recommendation for the public hearing at the next Council meeting, after which they may have to wait several additional weeks for resolutions to pass or first and second ordinance readings to occur, the overall process will be sped up by having the public hearing happen at the Plan Commission meeting.

It is important to be clear that moving the hearings from Council to the Plan Commission meetings does not alter City Council’s authority as the decision-making body with respect to adopting changes to the zoning code, rezoning property or authorizing a conditional use permit. Although the statutes give Council the authority to delegate the public hearing portion of the process to the Plan Commission, they still state that only the City Council may make changes or adopt amendments (see, e.g., WIS. STAT. §§ 62.23(7)(d) l.b;

62.23(7)(d)2). City Council remains the only authority that can pass any ordinance changes and approve any resolutions.

## **RECOMMENDATION**

Approval of the request.

## **FISCAL IMPACT**

## **ATTACHMENTS**

- I. Resolution - Public Hearings at Plan Commission

**RESOLUTION AUTHORIZING THE GREEN BAY PLAN COMMISSION TO HOLD  
PUBLIC HEARINGS ON PROPOSED CHANGES TO THE CITY OF GREEN BAY  
ZONING REGULATIONS  
(PP 20-01)**

**February 4, 2020**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, Section 62.23(7)(d), Wis. Stats., requires the City of Green Bay to hold public hearings on proposed changes to the City's zoning regulations; and

WHEREAS, that statute permits the Common Council to authorize the Green Bay Plan Commission to hold such public hearings on proposed text amendments, zone changes (including planned use developments), and conditional use permits; and

WHEREAS, the Plan Commission currently hears a presentation from staff regarding the proposed change, provides the public an opportunity to speak about the proposal, and then discusses the proposal as a Commission and makes a recommendation to the Common Council for action on the item; and

WHEREAS, holding public hearings at the same Plan Commission meeting as the staff presentation, comments from interested parties, and Commission discussion and recommendation provides increased transparency into the zoning amendment process, affords constituents the opportunity to receive all relevant information at one time, and provides an opportunity for immediate public comment; and

WHEREAS, holding public hearings at Plan Commission meetings, rather than Common Council meetings, would make the process for approval of changes to the City's zoning regulations more efficient by reducing the overall time between the initial Plan Commission meeting on the proposal and final Council action on the Plan Commission's recommendation; and

WHEREAS, moving the public hearing portion of the zoning amendment process to the Plan Commission does not affect the Common Council's position as the final authority over zoning changes, since Council will still need to vote on whether to approve the Plan Commission's recommendations;

NOW, THEREFORE, BE IT RESOLVED that, as authorized under § 62.23(7)(d), Wis. Stats., the Common Council hereby officially exercises its option to permit the Plan Commission to hold public hearings on proposed changes to the City of Green Bay's zoning regulations, in the form of text amendments, zone changes (including planned use developments), and conditional use permits.

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

LJM



## 2020 Plan Commission Meeting Schedule and Deadlines

*Rezoning\*\**, *CUP\**, *PUD\*\**, *CSM Variance\**, *Plat of Right-of-Way\*\**, *Comprehensive Plan Amendment\*\*+*, *Text Amendment\*\**  
*Discontinue Easement\**, *Street Name Change\**, *City Surplus Declaration\**, *Street/Alley Vacation\*\*^/Closure\*\**, *Development/Official Map\*\**

| Application Deadline                            | Plan Commission Meeting/Public Hearing          | City Council 1 <sup>st</sup> Reading                                                 | City Council 2 <sup>nd</sup> Reading |
|-------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------|
| Three Mondays prior to meeting, 4:30pm          | Typically Mondays prior to City Council, 6:00pm | Typically Tuesdays, 6:00pm                                                           | Typically Tuesdays, 6:00pm           |
| January 6                                       | January 27                                      | February 4                                                                           | March 3                              |
| February 3                                      | February 24                                     | March 3                                                                              | Wednesday, April 1                   |
| March 2                                         | March 23                                        | Wednesday, April 1                                                                   | April 21                             |
| March 23                                        | April 13                                        | April 21                                                                             | May 5                                |
| April 6                                         | April 27                                        | May 5                                                                                | May 19                               |
| April 20                                        | May 11                                          | May 19                                                                               | June 2                               |
| May 4                                           | Tuesday, May 26                                 | June 2                                                                               | June 30                              |
| June 1                                          | June 22                                         | June 30                                                                              | July 21                              |
| June 22                                         | July 13                                         | July 21                                                                              | August 18                            |
| July 20                                         | August 10                                       | August 18                                                                            | September 15                         |
| August 10                                       | August 31                                       | September 15                                                                         | October 6                            |
| September 7                                     | September 28                                    | October 6                                                                            | October 20                           |
| September 21                                    | October 12                                      | October 20                                                                           | November 10                          |
| October 12                                      | November 2                                      | November 10                                                                          | December 1                           |
| November 2                                      | November 23                                     | December 1                                                                           | December 15                          |
| November 16                                     | December 7                                      | December 15                                                                          | January 19, 2021                     |
| * One Reading at City Council                   |                                                 | + A 30 day wait between 1 <sup>st</sup> Reading and 2 <sup>nd</sup> Reading required |                                      |
| ** Two Readings at City Council                 |                                                 | ^ A 40 day wait between 1 <sup>st</sup> Reading and 2 <sup>nd</sup> Reading required |                                      |
| <u>Underline</u> Public Hearing at City Council |                                                 |                                                                                      |                                      |