



AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, MARCH 22, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

- I. Members: Lisa Hanson - Chair, Jacob Miller – Vice-Chair, Ald. Veronica Corpus-Dax, Sidney Bremer, Derius Daniels and Autumn Linsmeier.

C. Approval of the Agenda.

- I. Approval of the agenda for the March 22, 2021, meeting of the Green Bay Plan Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the March 8, 2021, meeting of the Green Bay Plan Commission.

E. Regular Business.

- I. (CPA 21-01) Public Hearing on the request to amend the City's Comprehensive Plan from Parks to Low-Medium Density Residential for the eastern portion of parcel 21-40-6, known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering & Surveying LLC, on behalf of Green Viper Inc, property owner (Ald. B. Dorff, District I).
2. (CPA 21-01) Consideration with possible action on the request to amend the City's Comprehensive Plan from Parks to Low-Medium Density Residential for the eastern portion of parcel 21-40-6, known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering & Surveying LLC, on behalf of Green Viper Inc, property owner (Ald. B. Dorff, District I).

3. (ZP 21-04) Public Hearing on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (R1), submitted by Bonita Parrott, property owner (Ald. B. Dorff, District 1).
4. (ZP 21-04) Consideration with possible action on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (R1), submitted by Bonita Parrott, property owner (Ald. B. Dorff, District 1).
5. (TA 20-04) Consideration with possible action on the request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities.

F. Informational.

1. Director's Report.
2. Date of next meeting: April 12, 2021

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT 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.

Virtual Meeting Instructions



Plan Commission

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Password: 483400

One tap mobile

+1 312 626 6799,,841 3767 5822# US (Chicago)

+1 646 876 9923,,841 3767 5822# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 841 3767 5822

Password: 483400

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Additional Information

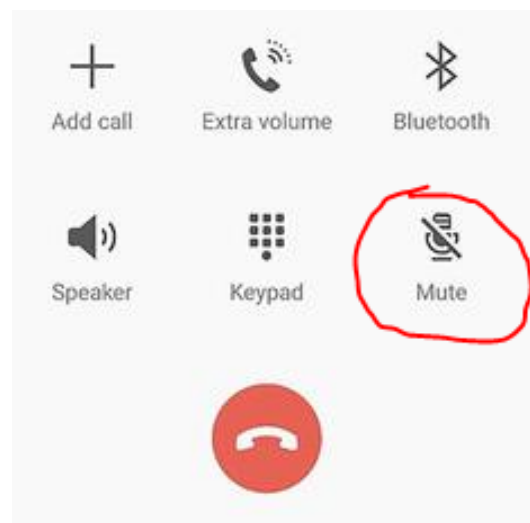
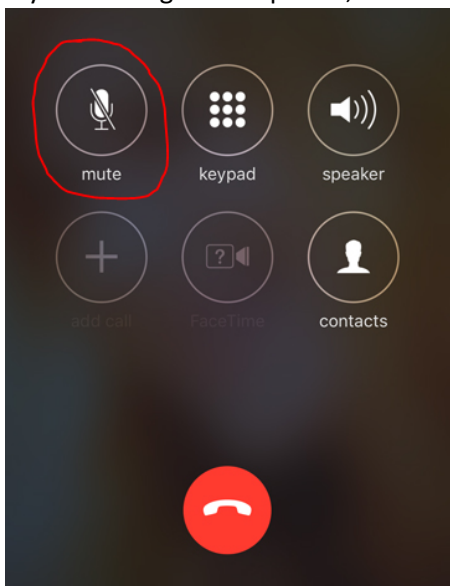
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





MINUTES OF THE GREEN BAY PLAN COMMISSION

MONDAY, MARCH 8, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. ZOOM MEETING INFORMATION.

I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. ROLL CALL.

I. Members: Lisa Hanson - Chair, Jacob Miller – Vice-Chair, Ald. Veronica Corpus-Dax, Sidney Bremer, Derius Daniels and Autumn Linsmeier.

Present: Veronica Corpus-Dax, Lisa Hanson, Jacob Miller, Sidney Bremer, Autumn Linsmeier, Derius Daniels, Excused:

Others Present: Ald. Kathy Lefebvre, Ald. Barb Dorff, Ald. Mark Steuer, Ald. Brian Johnson

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the March 8, 2021, meeting of the Green Bay Plan Commission.

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

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the February 22, 2021, meeting of the Green Bay Plan Commission.

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

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

E. REGULAR BUSINESS.

I. (TA 20-04) Public Hearing on the request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities.

Chair Lisa Hanson read into record the rules and procedures for the all public hearings. All public hearings have been properly posted.

Chair Lisa Hanson opened the floor for the public hearing on the request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities.

Chair Lisa Hanson then asked three (3) times if there was anyone present who wished to speak. Hearing/seeing no one, the public hearing was closed.

2. (TA 20-04) Consideration with possible action on a request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to refer back to staff the request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities for additional clarification regarding the ordinance as requested by the Plan . Motion carried.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

3. (TA 21-01) Public Hearing on a request to amend Chapter 13-714, Table 7-3 Permitted accessory use regarding solar energy systems, submitted by the Zoning Administrator.

Chair Lisa Hanson opened the floor for the public hearing on the request to amend Chapter 13-714, Table 7-3 Permitted accessory use regarding solar energy systems.

Chair Lisa Hanson then asked three (3) times if there was anyone present who wished to speak. Hearing/seeing no one, the public hearing was closed.

4. (TA 21-01) Discussion and consideration on a request to amend Chapter 13-714, Table 7-3 Permitted accessory use regarding solar energy systems, submitted by the Zoning Administrator.

Moved by Jacob Miller, seconded by Ald. Veronica Corpus-Dax to approve the request to amend Chapter 13-714, Table 7-3 Permitted accessory use regarding solar energy systems. Motion carried.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn Linsmeier, No- None, Abstain- None

F. INFORMATIONAL.

1. Director's Report.

Neil Stechschulte presented the Director's Report.

2. Date of next meeting: March 22, 2021

G. ADJOURNMENT.

Moved by Sidney Bremer, seconded by Ald. Veronica Corpus-Dax to adjourn. Motion carried.
Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Veronica Corpus-Dax, Derius Daniels, Autumn
Linsmeier, No- None, Abstain- None



Report to the Green Bay Plan Commission

MEETING DATE

March 22, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.1

(CPA 21-01) Public Hearing on the request to amend the City's Comprehensive Plan from Parks to Low-Medium Density Residential for the eastern portion of parcel 21-40-6, known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering & Surveying LLC, on behalf of Green Viper Inc, property owner (Ald. B. Dorff, District 1).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. CPA 21-01 Class I Public Notification for PC Mtg

For Official Notice:

**Public Notification
Proposed Amendment to the City of Green Bay
Smart Growth 2022 Comprehensive Plan
(CPA 21-01)**

The Green Bay Plan Commission will hold a public hearing on **Monday, March 22, 2021**, at 6:00 p.m. The meeting will be conducted at a virtual location. If you wish to participate in the Public Hearing, you may access the meeting by the internet or telephone, using the access code below.

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSIZGZlFjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Passcode: 483400

One tap mobile

+13126266799,,84137675822# US (Chicago)

+16468769923,,84137675822# US (New York)

Dial by your Location:

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSIZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following proposed amendment to the City of Green Bay Smart Growth 2022 Comprehensive Plan:

(CPA 21-01) Consideration and possible action on the request to amend the City's Comprehensive Plan from Parks to Low Density Residential for the eastern portion of parcel 21-40-6, known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering & Surveying LLC, on behalf of Green Viper Inc, property owner.

The proposed comprehensive plan amendment would allow for the future rezoning of the property for a housing development.

Public comments will be invited at the public hearing or can be sent in writing to:

City of Green Bay
Department of Community and Economic Development
Attn: Stephanie Hummel
100 N. Jefferson St., Rm. 608
Green Bay, WI 54301

For additional information, contact Stephanie Hummel at (920) 448-3424 or Stephanie.Hummel@greenbaywi.gov.

ACCESSIBILITY: Any person wishing to attend who, because of a disability, requires special accommodation 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.

Publication Date: March 15, 2021



Report to the Green Bay Plan Commission

MEETING DATE

March 22, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.2

(CPA 21-01) Consideration with possible action on the request to amend the City's Comprehensive Plan from Parks to Low-Medium Density Residential for the eastern portion of parcel 21-40-6, known as The Woods, submitted by Joel Ehrfurth, Mach IV Engineering & Surveying LLC, on behalf of Green Viper Inc, property owner (Ald. B. Dorff, District I).

BACKGROUND

Primary Address: Parcel 21-40-6, along the 300 Block of Erie Road

Aldersperson/District: Ald. Barb Dorff/District I

Reason for Request: The proposed comprehensive plan amendment would allow for the future rezoning of the property for a housing development.

Subject Parcel Zoning and Land Use: Rural Residential (RR) - golf course

Surrounding Zoning and Land Uses:

North: Rural Residential (RR) - single-family homes

South: Rural Residential (RR) – golf course

East: Low-Density Residential (RI)/PUD - vacant and assisted living

West: Low-Density Residential (RI) - single-family homes

Comprehensive Plan: The 2022 Comprehensive Plans calls for Low Density Housing uses on the west side of the subject parcel and Parks uses on the east side of the subject parcel.

Analysis: This amendment request is to change the future land use designation from Parks to Low-Medium Density Residential along the east side of Parcel 21-40-6. This amendment is part of a set of applications to create a housing development on this parcel. The east side, the amendment area, will have approximately 40- single family condos with a mix of private and public infrastructure. The west side, which needs no amendment, will accommodate 22 single-family homes.

The Smart Growth 2022 Comprehensive Plan establishes the following review criteria for periodic amendments:

1. The change is consistent with the goals and objectives or other elements of The Smart Growth 2022 Comprehensive Plan.

- Staff feels the proposed amendment is consistent with the goals and objectives of the plan.

2. The change does not create an adverse impact on public facilities and services that cannot be mitigated. Public facilities and services include roads, sewers, water supply, drainage, schools, police, fire, and parks.

- The proposed amendment should have no impact on public facilities and services. Extensions of these services and utilities will be determined during the land division processes.

3. Development resulting from the change does not create an undue impact on surrounding properties. Such development should be consistent with the physical character of the surrounding neighborhood or would upgrade and improve its viability.

- The proposed change in land use would not be a deterrent to the surrounding residential neighborhoods. The forthcoming housing development proposal will follow all land division, site plan, and building plan reviews required by Green Bay Municipal Code.

4. The change allows a more viable transition to the planned uses on adjacent properties than the current land use.

- The proposed amendment does provide a more compatible transition to adjacent properties, including better access into the Baird Greenway area.

5. The change does not have a significant adverse impact on the natural environment including trees, slopes and groundwater, or the impact could be mitigated by improvements on the site or in the same vicinity.

- There are no known environmental impacts. The Greenway boundary has already been amended through our Official Map to protect Baird Creek and its ravine.

6. There is a change in City policies or neighborhood characteristics that would justify a change.

- Not applicable.

7. The change corrects an error made in the original plan.

- Not applicable.

8. There is a community or regional need identified in the Comprehensive Plan for the proposed land use or service.

- Not applicable.

9. The change helps the City meet its life-cycle and affordable housing goals.

- The City's recent housing study calls for the need for more housing units of all types in the Green Bay area. This amendment supports that.

10. The change does not adversely impact any landmarks or other historically significant structures or properties unless mitigated through relocation, commemoration, or dedication.

- There are no landmarks or historically significant features that are being modified as part of the request.

A virtual neighborhood meeting was held on October 14, 2020, where approximately 26 citizens attended. This meeting heard the concerns of these neighbors that largely included buffering concerns for the residents on the west-side of the development, along with erosion control issues.

Staff supports this amendment. Parks is no longer the proper designation for this area as the Greenway boundary has been amended on the Official Map. Staff also supports the creation of more housing units as described in our housing study. Issues related to erosion control, Greenway access, and other similar neighborhood concerns will be reviewed and approved per Green Bay Municipal Codes during plan review processes.

The Public Participation Plan for Periodic Comprehensive Plan Amendments is being followed for this request and notices have been provided regarding the public hearings for this meeting. Ald. Barb Dorff and neighbors within 400 ft. have been noticed of the meeting based on Plan Commission policy.

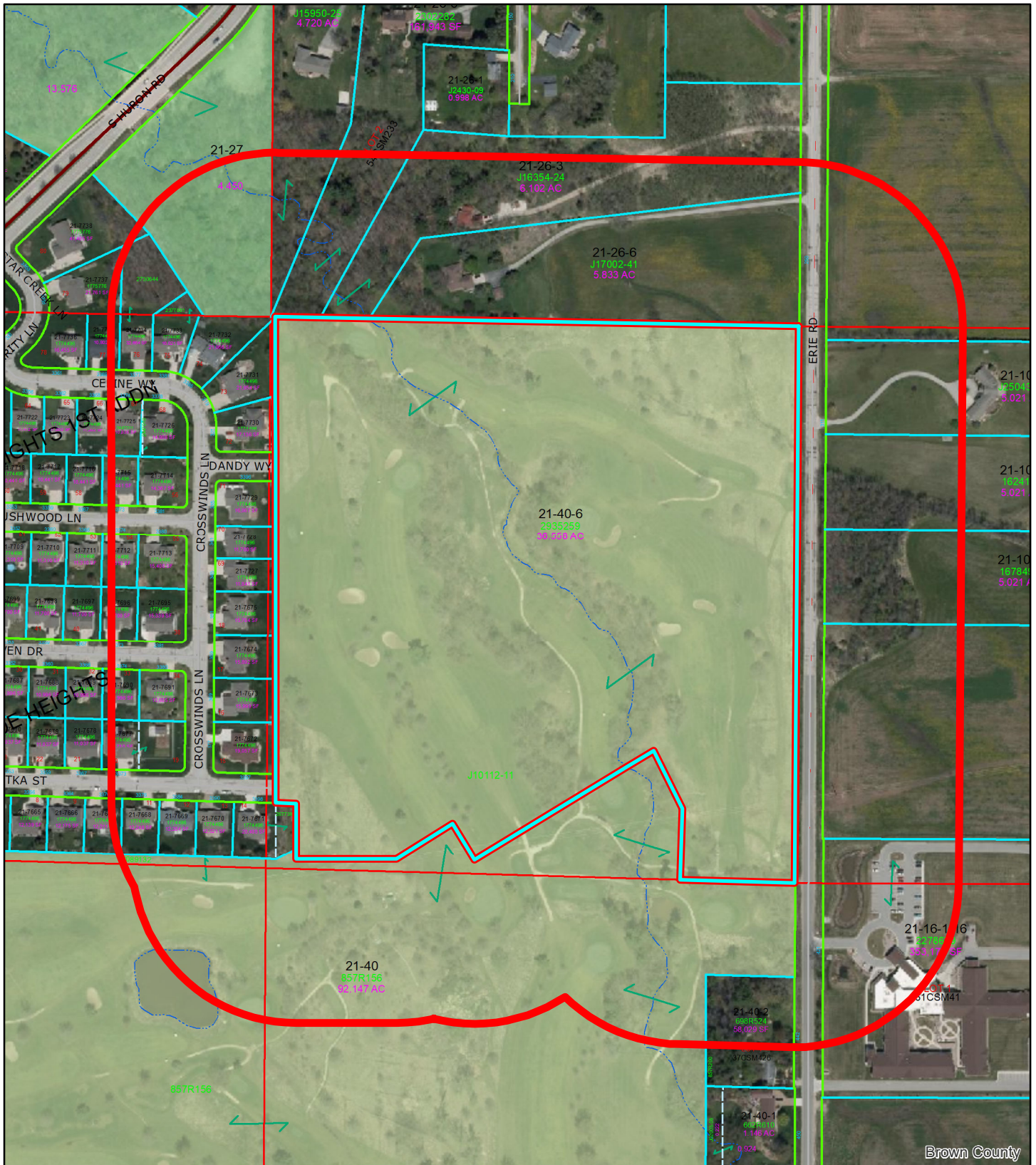
RECOMMENDATION

Approval of the request.

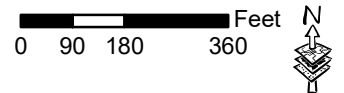
FISCAL IMPACT

ATTACHMENTS

1. CPA 21-01 Map
2. CPA 21-01 FLU Mailing Exhibit
3. CPA 21-01 Applicant Narrative and Attachments
4. CPA 21-01, Comments, B. Ryan, P. Ryan

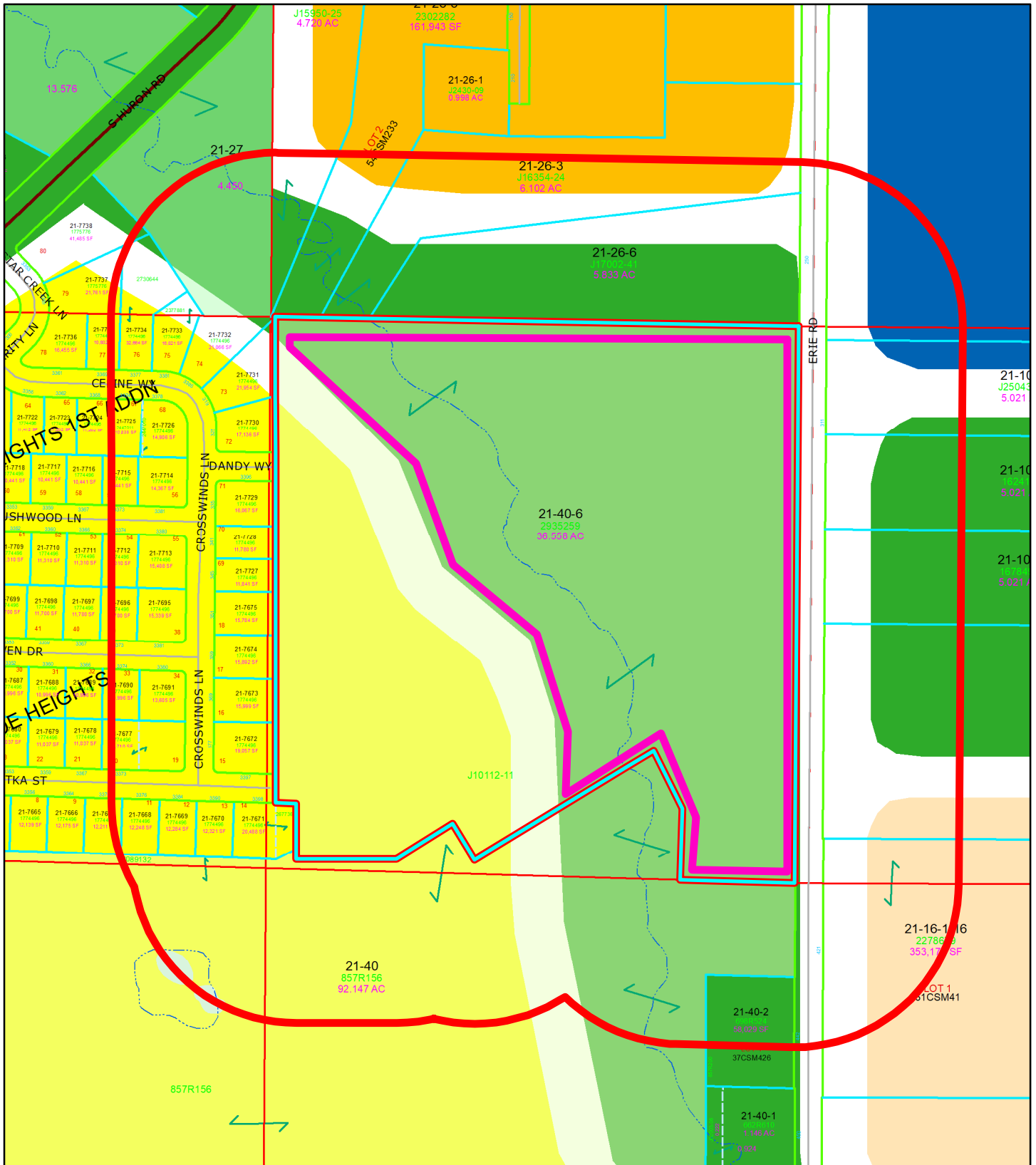


**(CPA 21-01) Amend the Comprehensive Plan
from Parks to Low Density Residential for the
Eastern portion on parcel 21-40-6, The Woods**



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. E.R. 10 Mar 2021 X:\Planning\Basemaps\template_8.5x11.mxd

- Parcel 21-40-6, The Woods
- 400-ft. Notification Area



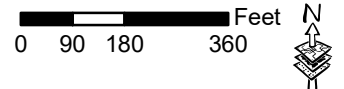
This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. E.R. 10 Mar 2021 X:\Planning\Basemaps\template_8.5x11.mxd

Existing Comprehensive Plan

- Low-Density Residential Uses
- Parks Uses



- Area to be Amended
- Parcel 21-40-6, The Woods
- 400-ft. Notification Area



THE WOODS - REQUEST FOR CITY ACTION
FEBRUARY 1, 2021
PROJECT NO. 1707-01-19



Background

Green Viper Inc. proposes to convert the back nine of The Wood Golf Course into a single family residential development. The site location is shown as Figure 1.

The proposed development contains three primary components. The conceptual site plan is shown in Figure 2. The west side proposes a maximum of 22 Single Family homes. This side of the development will have public roads and infrastructure and a stormwater management system.

The east side features approximately 40 Single Family Condos. This side of the development will have private roads, and either private, or combination of private and public infrastructure, as well as a stormwater management system.

The two developments are separated physically by a large ravine and Bairds Creek. The Bairds Creek area is to be transferred to the City and will be designated as parkway.

Green Bay Smart Growth 2022 report identifies several objectives that constitute Smart Growth. One objective is to target locations either contiguous to or within presently urbanized areas. The proposed site is adjacent to two city streets (Dandy and Sitka) that are stubbed for future connection. The east side of the development is readily connected to existing utilities with a short extension of city services.

Another objective is to promote efficient use of service land. The close proximity of existing city services and infrastructure creates an efficient use of both sides of the property and allows the existing services to reach their intended capacities.

A third objective is to limit public/private expenses. No public monies are being requested for the proposed development. All costs associated with the development are proposed to be borne by the Developer.

The fourth objective is to protect sensitive areas. The site has had a wetland delineation performed on it. The proposed site plan will blend the need to maintain the public health and safety needs of the development but at the same time preserve the sensitive areas. The majority of the sensitive areas are associated with, and adjacent to, Bairds Creek. The proposed development will involve the transfer of the Bairds Creek sensitive areas to the City of Green Bay via conversion to a parkway.

Another objective is for new neighborhoods to have a variety of house types. In order to minimize impact to the existing neighborhood and housing types, the west side of the development is proposed as single family lots to match the neighboring development. The east side of the parkway are single family condominiums. Condominiums offer a housing style that is currently in high demand with limited supply in the City. Condos offer home ownership with maintenance-free lifestyles. This housing option tends to attract young professionals or "empty nesters" who want to live in the City, but whose lifestyles are such that they do not want the maintenance associated with home ownership.

Lastly, the Report defines desirable housing densities. It defines Low Density Housing as 4-8 units/gross acre and lots 5,000 – 13,000 square feet (sf) in size. The proposed single family lots range in size from 12,200 sf – 25,700 sf. The proposed lots are larger in order to match the sizes of the existing single family lots which range from 11,780 sf to 19,057sf.

Because of the existing neighborhood, the west side of the development, has a relatively low density of 1.95 units per acres. Medium Density is defined as 10 units/gross acre. The east side of the development as a density of 3.3 units/acres, well under the max of 10. The desire to maintain and preserve some of the natural areas causes the density to be on the lower end of what is allowed in traditional medium density development.

The Development team met with City staff/departments on September 22, 2020 for a Technical Review Meeting. The purpose was to inform staff of the project and allow for an initial review of the proposed development.

At the suggestion of the Planning Staff, the developer conducted a neighborhood meeting with immediate neighbors to present proposed plans for development. The Neighborhood Meeting was held October 14, 2020.

Official Map Amendment

An Official Map Amendment (OMA) is requested to adjust road patterns and parkway boundaries to be consistent with the development. The public road pattern and proposed parkway boundaries are shown in Figure 3 along with legal descriptions.

Comprehensive Plan Amendment

The Comprehensive Plans shows the land east of Bairds Creek as Parkway. The developer requests to amend a portion of the property east of the proposed parkway from Parkway to Low/Medium Density Residential. The Comprehensive Plan Amendment is shown in Figure 3, along with appropriate legal descriptions.

Rezoning

The developer requests the following rezoning revisions. The western portion of the development be rezoned from Rural Residential (RR) to Low Density Residential (R1). The proposed Parkway area from Rural Residential (RR) to Conservancy (C). The eastern portion of the development from Rural Residential (RR) to Medium Density Residential (R2). The rezoning areas, along with appropriate legal descriptions, are shown in Figure 3.

Future Steps

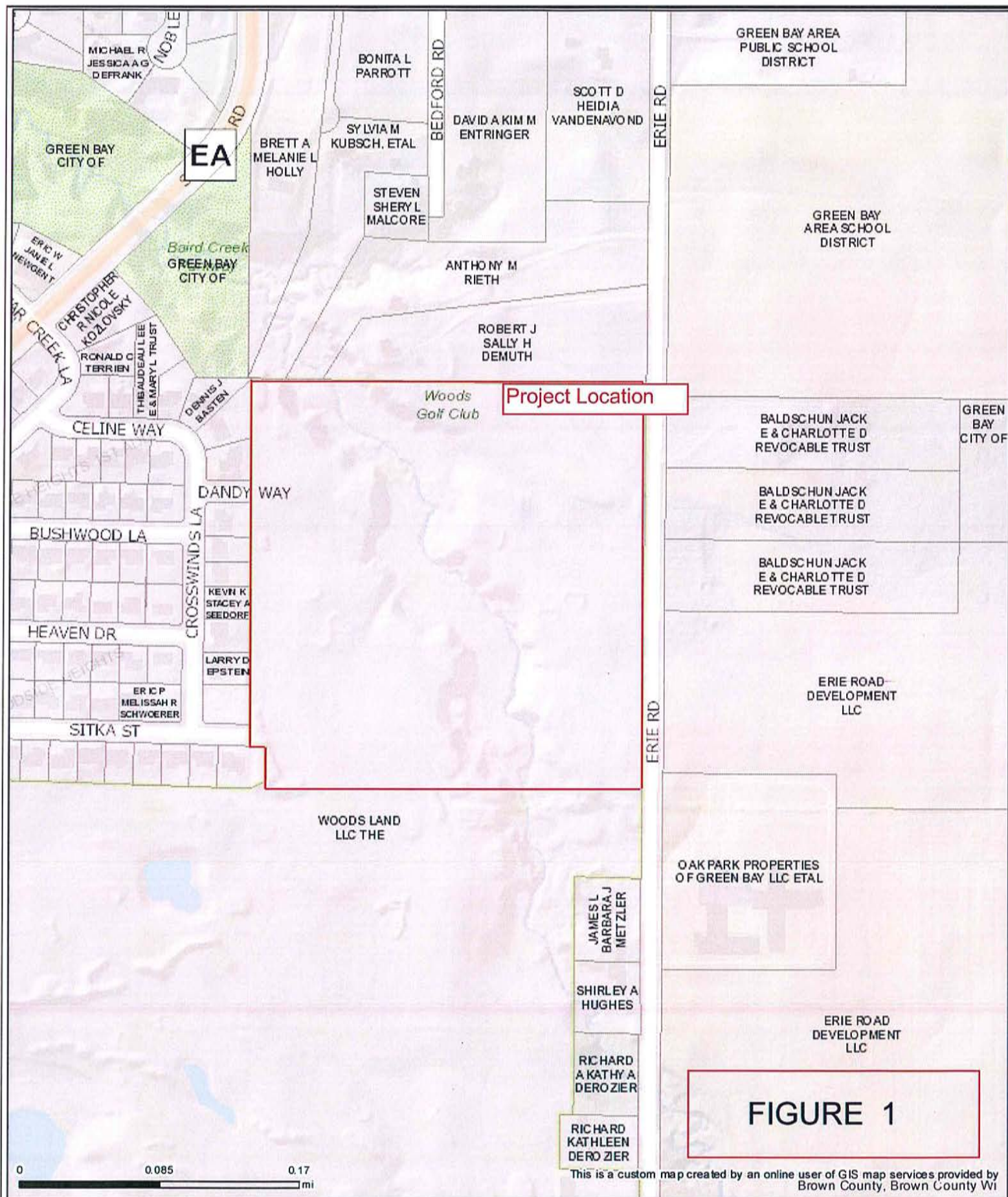
Subdivision/Condo Plat

Preliminary and final subdivision/condo plats will be submitted to the City and State for standard review.

Construction Documents

Infrastructure design and construction documents will be developed and submitted to applicable regulatory agencies. It is anticipated the development will require the following regulatory approvals:

- City of Green Bay – Site Plan
- City of Green Bay – Stormwater Management
- City of Green Bay – Erosion Control
- WDNR
- USACOE
- Brown County
- NEW Sanitary Sewer Extension



Part of Brown County WI

Map printed on 9/29/2020

1:4,800

1 inch = 400 feet*

1 inch = 0.0758 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level



Parcel ownership key

- Parcel Boundary --- Lines between deeds or lots
Condominium Historic Parcel Line
Gap or Overlap Vacated Right of Way

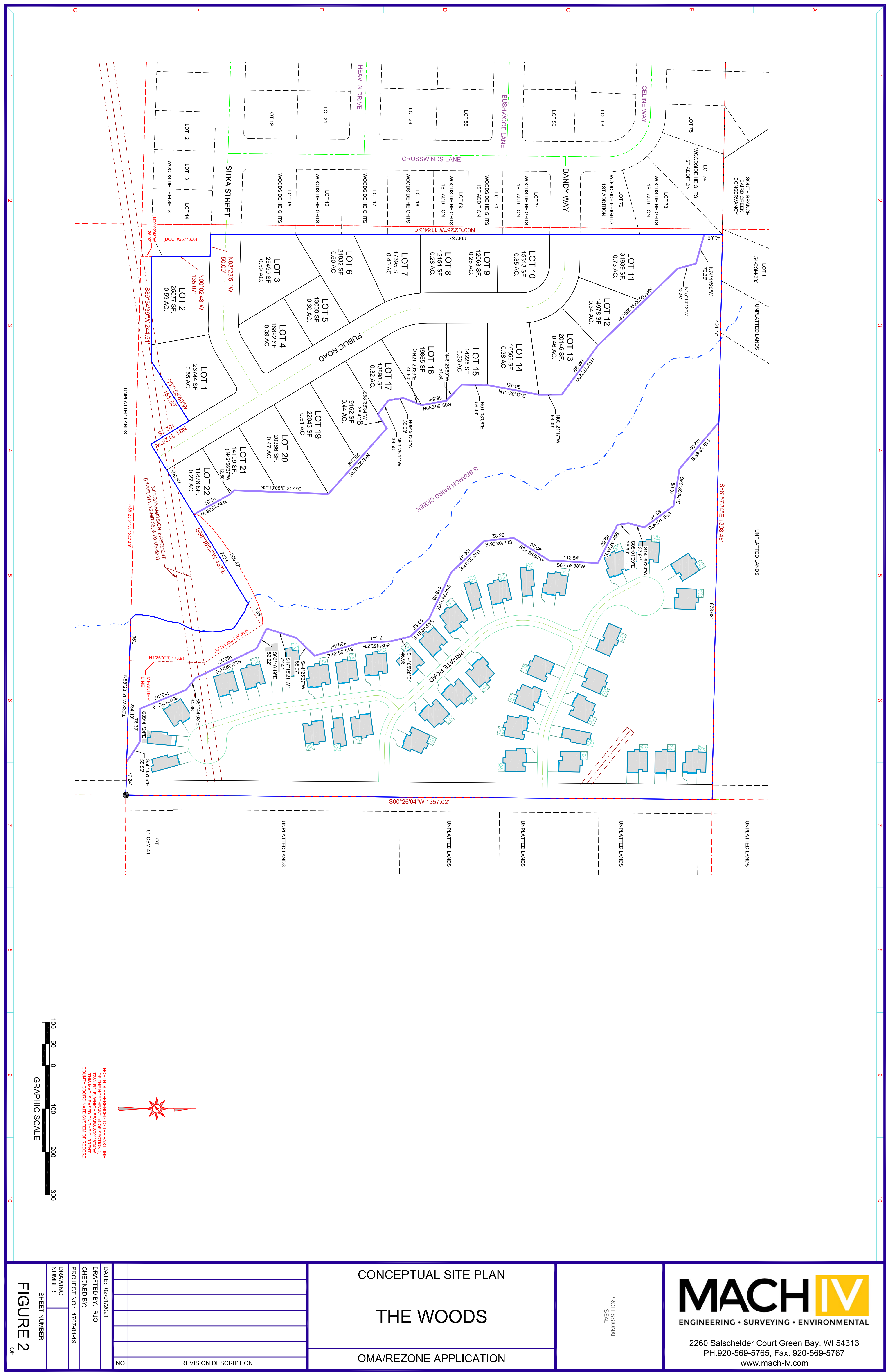
- Parcel line
 - Right of Way line
 - Meander line
 - Lines between deeds or lots
 - Historic Parcel Line
 - Vacated Right of Way
- 'hooks' indicate parcel ownership crosses a line
- A com
bette

SC-190-2	Parcel ID Number
2880257	Document Number
0.814 AC	Area of parcel
279.8'	Line Distance
3547	Address

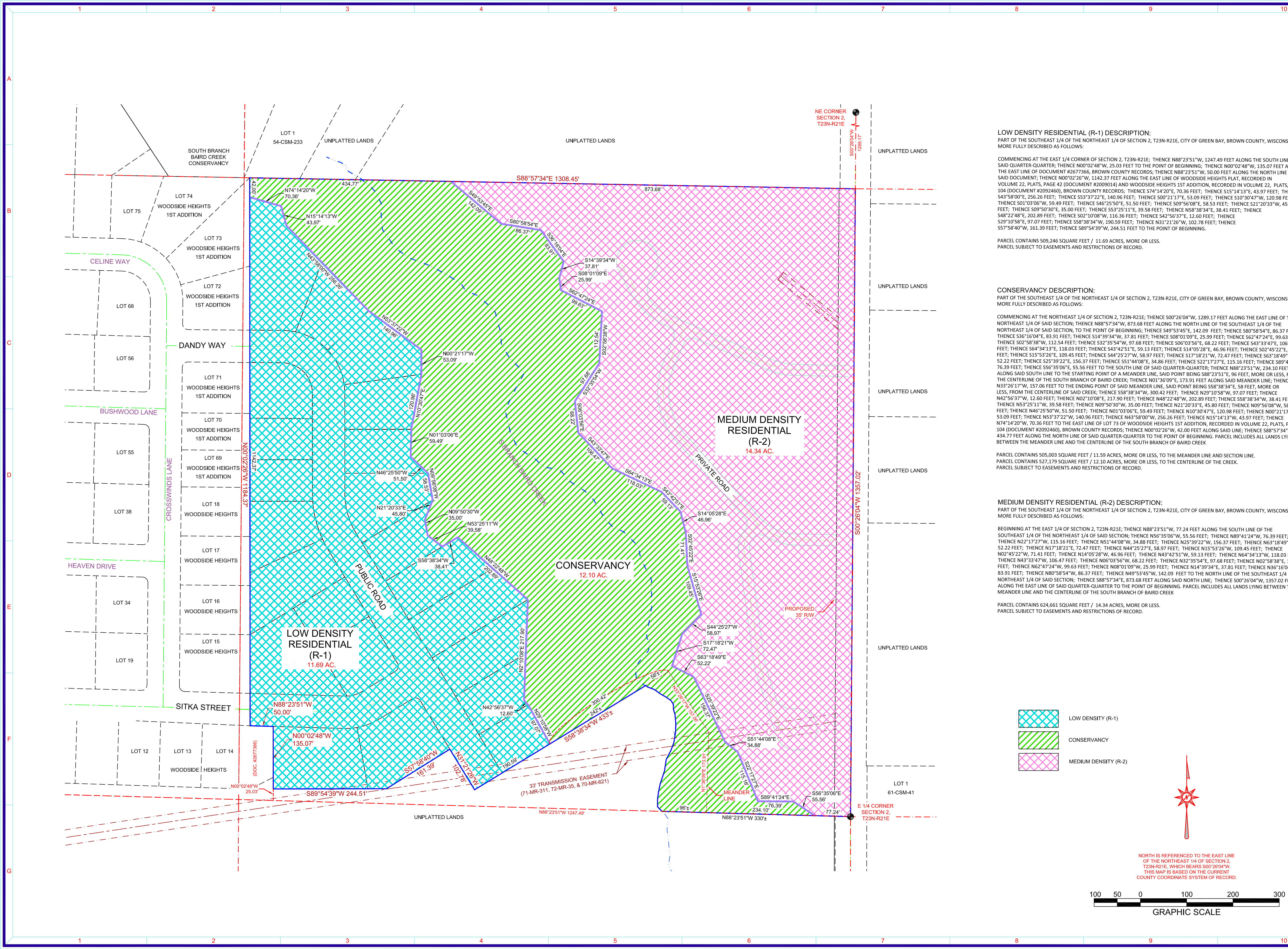
A complete key (legend) is available at:
<https://tinyurl.com/BrownDogKey>



(920) 448-6480
maps.gis.co.brown.wi.us



R:\Jobs\1707-01-19 The Woods\DRAWINGS\1707-01-19 ENG 20210201.dwg 2/1/2021 2:09:35 PM



LOW DENSITY RESIDENTIAL (R-1) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 1247.49 FEET ALONG THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N00°02'48"W, 25.03 FEET TO THE POINT OF BEGINNING; THENCE N00°02'48"W, 135.07 FEET ALONG THE EAST LINE OF DOCUMENT #2677366, BROWN COUNTY RECORDS; THENCE N88°23'51"W, 50.00 FEET ALONG THE NORTH LINE OF SAID DOCUMENT; THENCE N00°02'26"W, 1142.37 FEET ALONG THE EAST LINE OF WOODSIDE HEIGHTS PLAT, RECORDED IN VOLUME 22, PLATS, PAGE 42 (DOCUMENT #2009014) AND WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE S74°14'20"E, 70.36 FEET; THENCE S15°14'13"E, 43.97 FEET; THENCE S43°58'00"E, 256.26 FEET; THENCE S53°37'22"E, 140.96 FEET; THENCE S00°21'17"E, 53.09 FEET; THENCE S10°30'47"W, 120.98 FEET; THENCE S01°03'06"W, 59.49 FEET; THENCE S46°25'50"E, 51.50 FEET; THENCE S09°56'08"E, 58.53 FEET; THENCE S21°20'33"W, 45.80 FEET; THENCE S09°50'30"E, 35.00 FEET; THENCE S53°25'11"E, 39.58 FEET; THENCE N58°38'34"E, 38.41 FEET; THENCE S48°22'48"E, 202.89 FEET; THENCE S02°10'08"W, 116.36 FEET; THENCE S42°56'37"E, 12.60 FEET; THENCE S29°10'58"E, 97.07 FEET; THENCE S58°38'34"W, 190.59 FEET; THENCE N31°21'26"W, 102.78 FEET; THENCE S57°58'40"W, 161.39 FEET; THENCE S89°54'39"W, 244.51 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 509,346 SQUARE FEET / 11.69 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

CONSERVANCY DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E; THENCE S00°26'04"W, 1289.17 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N88°57'34"W, 873.68 FEET ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION, TO THE POINT OF BEGINNING; THENCE S49°53'45"E, 142.09 FEET; THENCE S80°58'54"E, 86.37 FEET; THENCE S36°16'04"E, 83.91 FEET; THENCE S34°39'34"W, 37.81 FEET; THENCE S08°01'09"E, 25.99 FEET; THENCE S62°47'24"E, 99.63 FEET; THENCE S02°58'38"W, 112.54 FEET; THENCE S32°35'54"W, 97.68 FEET; THENCE S06°03'56"E, 68.22 FEET; THENCE S43°33'47"E, 106.47 FEET; THENCE S64°34'13"E, 118.03 FEET; THENCE S43°42'51"E, 59.13 FEET; THENCE S14°05'28"E, 46.96 FEET; THENCE S02°45'22"E, 71.41 FEET; THENCE S15°53'26"E, 109.45 FEET; THENCE S44°25'27"W, 58.97 FEET; THENCE S17°18'21"W, 72.47 FEET; THENCE S63°18'49"E, 52.22 FEET; THENCE S25°39'22"E, 156.37 FEET; THENCE S51°44'08"E, 34.88 FEET; THENCE S22°17'27"E, 115.16 FEET; THENCE S89°41'24"E, 76.39 FEET; THENCE S56°35'06"E, 55.56 FEET TO THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N88°23'51"W, 234.10 FEET ALONG SAID SOUTH LINE TO THE STARTING POINT OF A MEANDER LINE, SAID POINT BEING S88°23'51"E, 96 FEET, MORE OR LESS, FROM THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK; THENCE N01°36'09"E, 173.91 FEET ALONG SAID MEANDER LINE; THENCE N32°26'17"W, 157.06 FEET TO THE ENDING POINT OF SAID MEANDER LINE, SAID POINT BEING S58°38'34"E, 58 FEET, MORE OR LESS, FROM THE CENTERLINE OF SAID CREEK; THENCE S58°38'34"W, 300.42 FEET; THENCE N29°10'58"W, 97.07 FEET; THENCE N42°56'37"W, 12.60 FEET; THENCE N02°10'08"E, 217.90 FEET; THENCE N48°22'48"W, 202.89 FEET; THENCE S58°38'34"W, 38.41 FEET; THENCE N53°25'11"W, 39.58 FEET; THENCE N09°50'30"W, 35.00 FEET; THENCE N21°20'33"E, 45.80 FEET; THENCE N09°56'08"W, 58.53 FEET; THENCE N46°25'50"W, 51.50 FEET; THENCE N01°03'06"E, 59.49 FEET; THENCE N10°30'47"E, 120.98 FEET; THENCE N00°21'17"W, 53.09 FEET; THENCE N53°37'22"W, 140.96 FEET; THENCE N48°58'00"W, 256.26 FEET; THENCE N15°14'13"W, 43.97 FEET; THENCE N74°14'20"W, 70.36 FEET TO THE EAST LINE OF LOT 73 OF WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE N00°02'26"W, 42.00 FEET ALONG SAID LINE; THENCE S88°57'34"E, 434.77 FEET ALONG THE NORTH LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

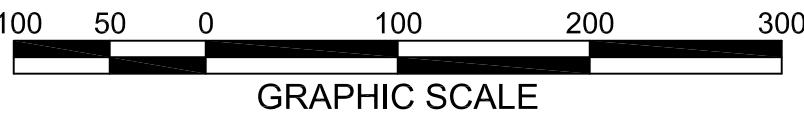
PARCEL CONTAINS 505,003 SQUARE FEET / 11.59 ACRES, MORE OR LESS, TO THE MEANDER LINE AND SECTION LINE.
PARCEL CONTAINS 527,179 SQUARE FEET / 12.10 ACRES, MORE OR LESS, TO THE CENTERLINE OF THE CREEK.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

MEDIUM DENSITY RESIDENTIAL (R-2) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 77.24 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N56°35'06"W, 55.56 FEET; THENCE N89°41'24"W, 76.39 FEET; THENCE N22°17'27"W, 115.16 FEET; THENCE N51°44'08"W, 34.88 FEET; THENCE N25°39'22"W, 156.37 FEET; THENCE N63°18'49"W, 52.22 FEET; THENCE N17°18'21"E, 72.47 FEET; THENCE N44°25'27"E, 58.97 FEET; THENCE N15°53'26"W, 109.45 FEET; THENCE N02°45'22"W, 71.41 FEET; THENCE N14°05'28"W, 46.96 FEET; THENCE N43°42'51"W, 59.13 FEET; THENCE N64°34'13"W, 118.03 FEET; THENCE N43°33'47"W, 106.47 FEET; THENCE N06°03'56"W, 68.22 FEET; THENCE N32°35'54"E, 97.68 FEET; THENCE N02°58'38"E, 112.54 FEET; THENCE N62°47'24"W, 99.63 FEET; THENCE N08°01'09"W, 25.99 FEET; THENCE N14°39'34"E, 37.81 FEET; THENCE N36°16'04"W, 83.91 FEET; THENCE N80°58'54"W, 86.37 FEET; THENCE N49°53'45"W, 142.09 FEET TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE S88°57'34"E, 873.68 FEET ALONG SAID NORTH LINE; THENCE S00°26'04"W, 1357.02 FEET ALONG THE EAST LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 624,661 SQUARE FEET / 14.34 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

- LOW DENSITY (R-1)
- CONSERVANCY
- MEDIUM DENSITY (R-2)

NORTH IS REFERENCED TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, WHICH BEARS S00°26'04"W. THIS MAP IS BASED ON THE CURRENT COUNTY COORDINATE SYSTEM OF RECORD.



MACHIV

ENGINEERING • SURVEYING • ENVIRONMENTAL

2260 Salscheider Court Green Bay, WI 54313
PH: 920-569-5765 • Fax: 920-569-5767
www.mach-iv.com

PROFESSIONAL SEAL

OFFICIAL MAP AMENDMENT
THE WOODS
OMA/REZONE APPLICATION

REVISION DESCRIPTION	
NO.	

DATE: 02/01/2021
DRAFTED BY: RJO
CHECKED BY:
PROJECT NO.: 1707-01-19
DRAWING NUMBER
SHEET NUMBER

FIGURE 3
OF

To: City of Green Bay Plan Commission

Aldersperson Barbara Dorff

Date : March 18,2021

Re: Objection to Redevelopment Plan for Woods Golf Course and Amendment of the Comprehensive Plan

We have communicated with you in the past regarding our objections to the proposed housing development behind our property on Crosswinds Lane. I might take a moment to further explain our reasoning prior to your meeting.

1. As homeowners, we purchased our homes and lots as ideal retirement properties. These lots backed up to the serenity of the golf course. We could enjoy the changing of the seasons, wildlife, and the quietness of the evening as the sun was setting. We could gather on our patios and enjoy a passing golfer or a pair of deer crossing the course. Best of all was the privacy the course offered without a rear neighbor. We are not looking forward to a compact housing development in exchange for this peacefulness. It presents a total reversal of our lifestyle.
2. As homeowners, the course offered recreational opportunities for the children in the neighborhood, golfers in the neighborhood and people who enjoyed walking or snowshoeing on the course off season. Children would pull their sleds to the hills during the snowy months. These opportunities will be sadly eliminated. They are quality indicators for healthy living opportunities in our city. This is why we chose to buy our home on Crosswinds.
3. The nearest park for kids is Christa McAuliff off Sitka nearly a mile away and across an extremely busy Huron Rd intersection. The golf course did provide an area for recreation during off season times.

What can be created in this space to both add housing opportunities and keep the aesthetic value for existing taxpaying home owners? Can we be creative here and move forward from a jammed housing development with roads to a utilization of land that maintains some visual peacefulness minus the congestion? I would ask to explore more parklike amenities (see Sand Acres in Ashwaubenon), berms and plantings or tree restoration, a gathering area for neighbors (pergola design with tables), fountains or ponds, walking paths etc. There are multiple developments across the city that have incorporated aesthetic and recreational amenities to sustain existing homeowners as well as attract new homeowners. The issues raised here must be deliberately weighed when considering an Amendment to the Green Bay Comprehensive Plan

I am asking that we think more about this project beyond the lots and roads. What can you propose to maintain the natural beauty of this space, the natural peacefulness that attracted us to purchase our property on Crosswinds?

Thank you, Barbara and Patrick Ryan 341 Crosswinds Lane. (920 3270153)



Report to the Green Bay Plan Commission

MEETING DATE

March 22, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.3

(ZP 21-04) Public Hearing on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (RI), submitted by Bonita Parrott, property owner (Ald. B. Dorff, District 1).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-04 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Rezoning
120 Bedford Road
(ZP 21-04)**

The Green Bay Plan Commission will hold a public hearing on **Monday, March 22, 2021**, at 6:00 p.m. The meeting will be conducted at a virtual location. If you wish to participate in a Public Hearing, you may access the meeting by the internet or telephone, using the access code below.

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSiZGZlFjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Passcode: 483400

One tap mobile

+1 312 626 6799,,84137675822# US (Chicago)

+1 646 876 9923,,84137675822# US (New York)

Dial by your Location:

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSiZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

(ZP 21-04) Consideration and possible action on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (R1), submitted by Bonita Parrott, property owner. (Ald. B. Dorff, District 1)

Public comments will be invited at the public hearing or can be sent in writing to:

City of Green Bay
Department of Community and Economic Development
Attn: Stephanie Hummel
100 N. Jefferson St., Rm. 608
Green Bay, WI 54301

For additional information, contact Stephanie Hummel at (920) 448-3424 or Stephanie.Hummel@greenbaywi.gov.

Publication Dates: March 8, 2021 and March 15, 2021



Report to the Green Bay Plan Commission

MEETING DATE

March 22, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.4

(ZP 21-04) Consideration with possible action on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (R1), submitted by Bonita Parrott, property owner (Ald. B. Dorff, District 1).

BACKGROUND

Primary Address: 120 Bedford Road

Aldersperson/District: Ald. Barb Dorff/District 1

Reason for Request: To permit the creation of two single-family lots

Zoning and Land Uses:

SUBJECT PROPERTY: Rural Residential (RR) - Vacant

NORTH: Right-Of-Way, Whittier Road, Low-Density Residential (R1) - Single Family Homes

SOUTH: Rural Residential (RR)- Single Family Home

EAST: Right-Of-Way, Bedford Road, Rural Residential (RR)- Single Family Home

WEST: Rural Residential (RR)- Single Family Home

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as Low-Medium Density Housing.

Report: The subject parcel, 120 Bedford Road, is a vacant parcel in a Rural Residential District. To the south, The Woods housing redevelopment, which is under City review. To the north, a subdivision plat of single-family homes exists. The applicant is interested in dividing the subject parcel into two(2) lots for the creation of single-family homes. This is in keeping with the Comprehensive Plan, as well as the development in this general area. The subject parcel is in the Urban Expansion district. There are limited public utilities in this area. However, this does not impact zoning.

Ald. Barb Dorff and adjacent property owners, within 200 ft., have been notified of the request. As of the drafting of this report, staff has received one general inquiry regarding the request. No other comments have been received.

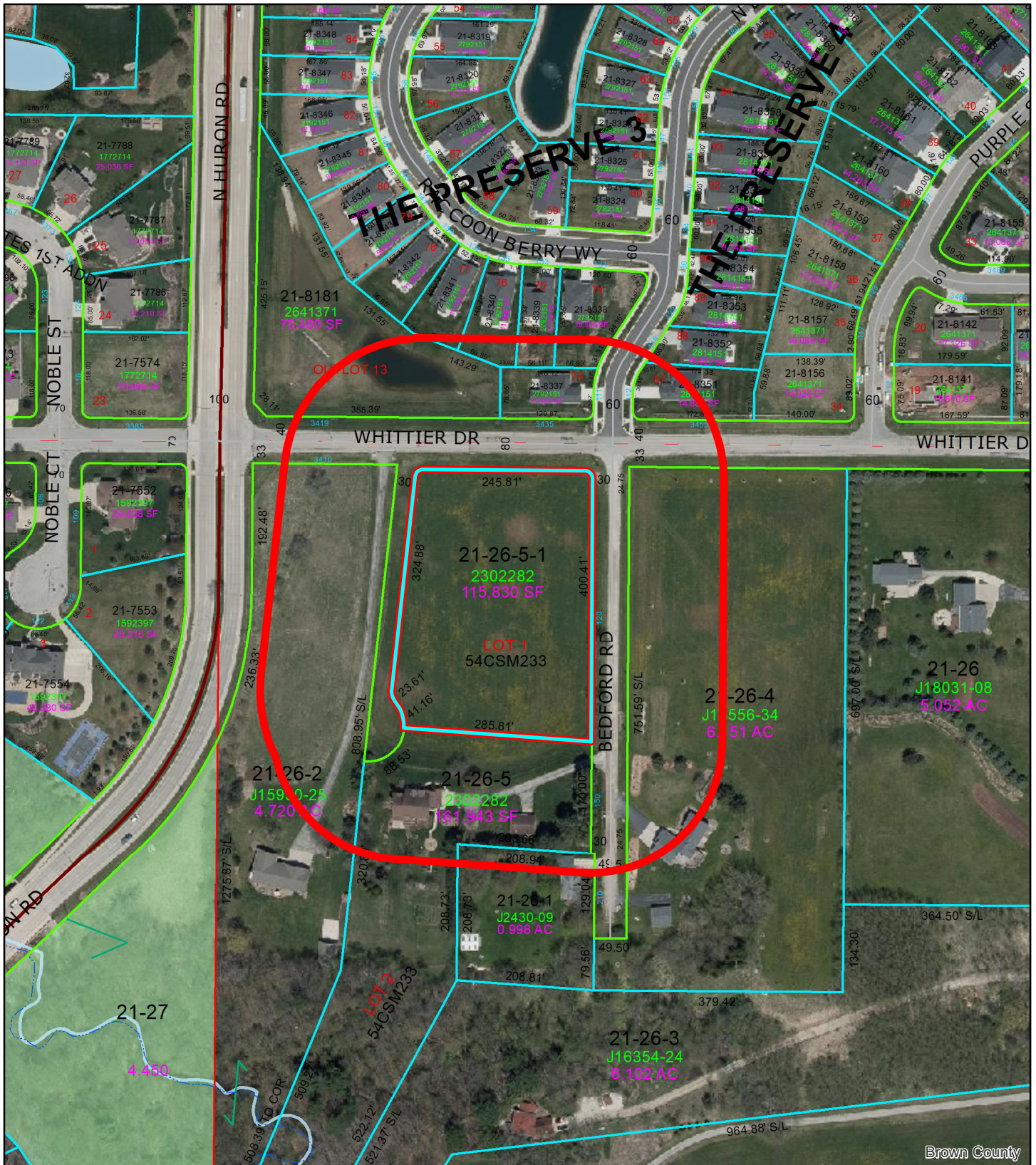
RECOMMENDATION

Approval of the request.

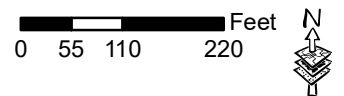
FISCAL IMPACT

ATTACHMENTS

1. ZP 21-04 Map
2. ZP 21-04, Proposed Single-Family Lots



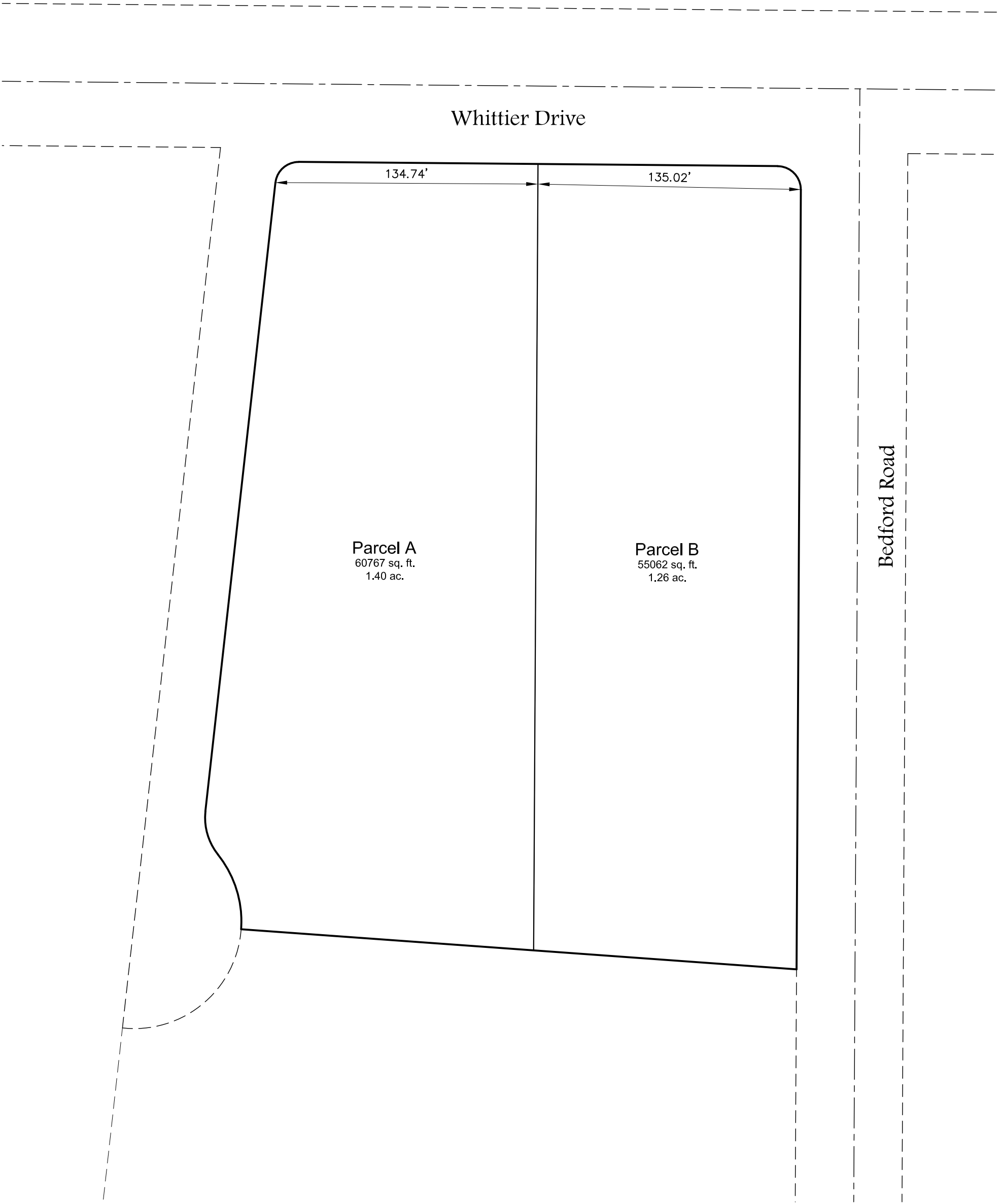
(ZP 21-04) Rezone 120 Bedford Road
from Rural Residential (RR)
to Low-Density Residential (R1)



- 120 Bedford Road
- 200-ft. Notification Area



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 09 Mar 2021 X:\Planning\Basemaps\template_8.5x11.mxd





Report to the Green Bay Plan Commission

MEETING DATE

March 22, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.5

(TA 20-04) Consideration with possible action on the request to amend Chapter 13-303, Land Use Definitions, Chapter 13-1606(j), Drive-through facility, Chapter 13-1714, Figure 2, Off-Street parking regarding requirements for drive-through facilities.

BACKGROUND

Aldersperson/District: All

Reason for Request: To review current drive-through requirements.

Report: This item was at the March 8, 2021, Plan Commission meeting. At which time the Commission tabled the item for more details regarding the justification of the drive-through lane width. Staff has reached out to other similar size communities within the State and found lane widths ranging from 9 to 12 ft. and others do not specify a minimum width related to drive-throughs. It was discovered that some communities treat drive-throughs as a one-way aisle much like the City would require for one-way aisle for parking lots. Staff has not considered such a width in the application to drive-throughs, the City of Green Bay has one-way aisle width of 14 ft.

Another factor in justifying the proposed width, Staff utilized a staff member's own 2019 Dodge Ram 1500 truck to gauge the width of a larger vehicle. The overall width of the truck body was 7 ft. with each door having a width of 3 ft. for a total vehicle width of 13 ft. This only represents a sample of a larger vehicle and does not include larger vehicles that may utilize a drive-through.

Additional comments were sought by staff from the City's Traffic Engineer and Fire Marshall. The Traffic Engineer concurred that the 14 ft. drive-through aisle is acceptable. However, he was concerned regarding the allowable sweep or turning movements for vehicles in the drive-through. He referenced software that is used in-house and by engineering firms in determining the appropriate turning movement in the drive-through, his email is attached within this agenda. Staff has proposed a minimum 10 ft. turning radius; however, that radius may need to be enlarged based on the design of the drive-through. The Fire Marshall concurred the 14 ft. aisle space was acceptable and his email comments are attached within this agenda as well.

Staff has included language to address a potential reduced drive-through width related to any drive through facility. However, any reduction will require a professional engineering analysis and concurrence by the Green Bay Metro Fire Department. An adjustment was also made regarding noise levels which would prohibit any speakers on site from being audible from any residential use, not just a residentially zoned parcels. Both changes are highlighted on the draft ordinance attached within this agenda packet.

Due to the amount of discussion on this item as well as the known potential for drive-through facilities to come online this year, staff is recommending that a one-year review of the ordinance to allow for further discussion and adjustments if necessary.

The following is a summary of staff's previous report regarding drive-through facilities:

The Zoning Code currently defines a drive-through as:

A facility consisting of a driveway and window, opening, canopy, or other facilities used for serving patrons seated in an automobile. Drive-through facilities may be associated with principal uses, such as restaurants, banks, or drugstores, or may be free-standing, such as coffee kiosks, ATMs, etc.

The following proposed definition was revised to better define a drive-through:

Drive-through facility: A facility consisting of a dedicated drive aisle that leads to and from a service area for the sale and dispensing of food, beverage, consumer items and transactions for patrons in a motor vehicle. Such facilities may include but are not limited to restaurants, pharmacies and financial institutions.

The following are the current development standards for drive-through facilities, per Chapter 13-1606(I), Commercial Uses:

- (1) Drive-through elements shall not be located between the front façade of the principal building and the street.
- (2) Plans for onsite circulation and driveway locations shall be reviewed as part of the conditional use review process. Site design shall accommodate a logical and safe vehicle and pedestrian circulation pattern. Adequate queuing lane space shall be provided without interfering with onsite parking/circulation.
- (3) Alley access to drive-through lanes is prohibited on any block containing a residential or office-residence district, except for commercial deliveries when approved by the city engineer.
- (4) Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.
- (5) Sound from any speakers used on the premises shall not be audible at the boundary of any surrounding residential district or on any residential property.
- (6) An emergency exit lane shall be provided for users queuing through the drive-through lane(s) without interfering with onsite parking/circulation

The development standards were revised to include the elimination of the emergency by-pass lane and specifications for minimum aisle widths. Additionally, requirements for clearly delineating the drive-through with pavement markings/signs, need for Traffic Impact Analysis (TIA) and queuing standards for vehicles were additions to the development standards further detailed in the draft ordinance attached within this agenda.

There are no proposed changes to the use of a drive-through facility at they currently exist in the table of uses.

RECOMMENDATION

Approval of the draft ordinance amendment as proposed. Upon approval, a one-year review of the ordinance shall be brought back to the Plan Commission consideration.

FISCAL IMPACT

ATTACHMENTS

1. DRAFT GO 05-21 - Amend Drive-Through Requirements
2. Traffic Engineer Dave Hansen Comments
3. Fire Marshal Joe Gabe Comments

GENERAL ORDINANCE NO. 05-21

AN ORDINANCE AMENDING
SECTIONS 13-303, 13-1606(l), AND 13-1714,
GREEN BAY MUNICIPAL CODE,
RELATING TO DRIVE-THROUGH FACILITIES

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

SECTION 1. Section 13-303, Green Bay Municipal Code, is hereby amended as follows:

Drive-through facility: ~~A facility consisting of a driveway and window, opening, canopy, or other facilities used for serving patrons seated in an automobile. Drive-through facilities may be associated with principal uses, such as restaurants, banks, or drugstores, or may be free-standing, such as coffee kiosks, ATMs, etc.~~ **A facility consisting of a dedicated drive aisle that leads to and from a service area for the sale and dispensation of food, beverages, or other consumer items to patrons in motor vehicles. Such facilities may include but are not limited to restaurants, pharmacies, and financial institutions.**

SECTION 2. Section 13-1606(l), Green Bay Municipal Code, is hereby amended as follows:

(l) Drive-through facility:

(1) ~~Drive-through~~ **No drive-through elements window and menu board** shall ~~not~~ be located between the front façade of the principal building and the street.

(2) ~~Plans for onsite circulation and driveway locations shall be reviewed as part of the conditional use review process.~~ Site design shall accommodate a logical, and safe vehicle and pedestrian circulation pattern **and shall not interfere with circulation or visibility for traffic either on or off site.**

(3) Alley access to drive-through lanes is prohibited on any block containing a residential or office-residence district, except for commercial deliveries when approved by the city engineer.

(4) Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.

(5) Sound from any speakers used on the premises shall not be audible at the boundary of any surrounding residential **use, district or on any residential property.**

(6) ~~An emergency exit lane shall be provided for users queuing through the drive-through lane(s) without interfering with onsite parking/circulation.~~

(6) Drive-through aisles shall have a minimum ten-foot (10') interior radius on curves and a minimum fourteen-foot (14') width. For locations with multiple drive-through aisles, aisle width may be reduced to ten feet (10').

The width of a drive-through may be reduced to no less than 10 feet provided an engineering analysis is submitted by a professional engineer and approval of the Fire Marshal.

(7) Each drive-through facility shall clearly delineate the drive-through aisle and the direction of traffic flow by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked where necessary.

(8) Drive-through facilities shall include a minimum queuing space for 3 vehicles in advance of a menu board and 3 vehicles between the menu board and service area.

(9) All drive-through facilities may be subject to a Traffic Impact Analysis (TIA) per the review of the City Traffic Engineer.

SECTION 3. Section 13-1714, Figure 2, Green Bay Municipal Code, is hereby amended as follows:

Accommodation and Food Service		
Restaurant (with or without drive-through), tavern/bar, nightclub	1 space per 300 sq. ft. of net floor area plus 1 space per 500 sq. ft. exterior seating area.	Drive through facilities shall include queuing space for at least 3 vehicles in advance of the menu board and 3 vehicles between the menu board and pickup window.

SECTION 4. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 5. This ordinance shall not take effect until a public hearing is held hereon 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 _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

pn

03/16/2021

From: [Dave Hansen](#)
To: [Paul Neumeyer](#)
Cc: [James Brunette](#)
Subject: RE: Drive Through Ordinance
Date: Wednesday, March 10, 2021 10:23:09 AM
Attachments: [image001.png](#)

Paul,

The ITE Trip Generation Manual is silent on drive lane dimensions in general but rather concentrates on determining forecasted trips to and from sites. If the City is serious on not requiring drive-thru bypass lanes, then at minimum I would keep a generic requirement stating that all turning swept path movements of a selected design vehicle be shown on a detail drawing as part of their site plan submittal. What that design vehicle is would be determined during project scoping and associated with the proposed land use. Design vehicles should include trailers such as cargo or boat trailers as they will use drive-thrus as well as passenger vehicles. We have a software package called "AutoTurn" that can create vehicle swept paths and superimpose them into any CAD-based drawing. Most civil engineering consultants own this software as well, especially if they contract with the state on any roadway design projects.

As for the proposed lane widths below, I'm not sure if a 10 ft turn radius will accommodate all design vehicles especially in a worst case scenario. Again, what I am suggesting above with requiring a swept path on a detail drawing should cover all instances and be the proper test for curb radii. As for a 14 ft lane width, that probably is okay given a standard drive lane on a roadway is 12 ft and a minimum width is 10 ft. However, I am not an expert on required buffer space for emergency services personnel to access a motor vehicle. I presume the widest-allowed vehicle through a drive-thru would be a full-size extended cab long box pickup such as a Ford F-Series Super Duty which has a width without mirrors extended of 80 inches. If a 14 ft lane is provided, then there is about 3.7 ft on each side of that vehicle as buffer space.

Hope my summary answers your questions. Call or email for further clarity or information.

Regards,

David J.A. Hansen, P.E., PTOE
City Traffic Engineer

City of Green Bay | Public Works
Traffic Division | Engineering
100 N Jefferson St, Room 300
Green Bay, WI 54301-5026

g: 920.448.3100
d: 920.448.3098
m: 920.660.6315
f: 920.448.3102
e: dave.hansen@greenbaywi.gov
w: <http://greenbaywi.gov/708/Traffic-Division/>
s: <https://www.facebook.com/GBDPW/>

LEGAL DISCLAIMER: This message and all attachments may be confidential or protected by privilege. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of the information contained in or attached to this message is strictly prohibited. Please notify the sender of the delivery error by replying to this message, and then delete it from your system. Thank you.

From: Paul Neumeyer [mailto:Paul.Neumeyer@greenbaywi.gov]
Sent: Wednesday, March 10, 2021 9:48 AM
To: Dave Hansen
Subject: Drive Through Ordinance

Dave:

Our staff is currently working on an amendment to the drive through facility ordinance. One of the changes we are proposing is the elimination of an emergency exit lane or a parallel lane around the drive through lane. In lieu of that change, staff is suggesting a drive through lane width of 14 feet minimum to accommodate larger vehicles, door swings and potential accesses by emergency services. The proposed language is below:

-
~~(6) An emergency exit lane shall be provided for users queuing through the drive-through lane(s) without interfering with onsite parking/circulation.~~

(6) Drive-through aisles shall have a minimum ten-foot (10') interior radius on curves and a minimum fourteen-foot (14') width. For locations with multiple drive-through aisles, aisle width may be reduced to ten feet (10').

-
The Plan Commission would like further clarification or justification regarding the drive through lane width so, I am going to provide some real world examples. Does the ITE Manual offer any guidance on drive through lane width/geometrics? If not, can you provide your professional opinion on minimum requirements?

Thanks.

Paul Neumeyer

Zoning Administrator

City of Green Bay Department of

Community and Economic Development

100 North Jefferson St., Room 608

Green Bay, WI 54301-5026

Paul.Neumeyer@greenbaywi.gov

920.448.3405

www.greenbaywi.gov



From: [Joe Gabe](#)
To: [Paul Neumeyer](#)
Subject: Re: Drive Through Ordinance Draft
Date: Monday, March 15, 2021 1:46:03 PM
Attachments: [image001.jpg](#)
[image005.png](#)
[image006.jpg](#)
[image007.jpg](#)
[image008.png](#)
[Outlook-ar0nmdzq.jpg](#)

Paul,

I looked it over and the 14 feet should be good. If a pickup truck can drive thru-it typically we can get an ambulance through the road. We would not use a fire truck to drive in a drive through so that part is good.

Thanks,

Captain Joe Gabe IAAI-CFI
Green Bay Metro Fire Marshal's Office
501 South Washington Street
Green Bay, WI 54301
Phone-920-448-3289
joe.gabe@greenbaywi.gov



From: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Sent: Monday, March 15, 2021 9:39 AM
To: Joe Gabe <Joe.Gabe@greenbaywi.gov>
Cc: Neil Stechschulte <Neil.Stechschulte@greenbaywi.gov>; David Buck <David.Buck@greenbaywi.gov>
Subject: Drive Through Ordinance Draft

Joe:

Our staff continues to work on an ordinance update regarding drive-throughs, I have attached a draft for your reference. We had this draft at the Plan Commission on March 8 and it has boiled down to the width of the drive-through lane. Staff is proposing 14 feet and the elimination of the emergency exit lane. We feel 14 feet is the minimum given the size of vehicles, door-swings and the possibility for emergency services to get in and around a vehicle. From your perspective, do you feel 14 feet is sufficient room for your crews to possibly assist a motorist/passenger in need?

Also, as part of a Conditional Use Permit (CUP) staff is considering recommending that a drive-through width could be reduced provided there is some engineering analysis and that emergency services would sign-off on such a proposal. As the Fire Marshall, would you consider reviewing these on a case-by-case basis?

Thanks.

Paul Neumeyer
Zoning Administrator
City of Green Bay Department of
Community and Economic Development
100 North Jefferson St., Room 608
Green Bay, WI 54301-5026
Paul.Neumeyer@greenbaywi.gov
920.448.3405
www.greenbaywi.gov



From: Joe Gabe [<mailto:Joe.Gabe@greenbaywi.gov>]
Sent: Friday, November 20, 2020 6:59 AM
To: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Subject: Re: 901 Main Street : Request for a drive-through gb

Paul,

I remain neutral on the subject. I will leave it up to your department to hammer through the regulations on this. This is an issue that I never even thought about until David brought it up several weeks ago. I will have to admit this issue is not high on our priority of fire risk right now. The major Fast Food chains like Mc Donalds are designing two drive thru lanes because of Covid to maximize traffic/ profit because of the lack of dine in traffic.

Thanks,

Captain Joe Gabe IAAI-CFI
Green Bay Metro Fire Marshal's Office
501 South Washington Street
Green Bay, WI 54301
Phone-920-822-7584
joe.gabe@greenbaywi.gov



From: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Sent: Thursday, November 19, 2020 11:17 AM
To: Joe Gabe <Joe.Gabe@greenbaywi.gov>
Subject: RE: 901 Main Street : Request for a drive-through

Joe:

I have a follow-up question, our staff is working on a request to examine regulations regarding the current zoning code standards for drive-through or pickup lanes. Do you have an opinion if we considered eliminating the bypass lane in a drive-through or possibly enlarged the drive-through lane to allow for wider access?

Thanks!

Paul Neumeyer
Zoning Administrator
City of Green Bay Department of
Community and Economic Development
100 North Jefferson St., Room 608
Green Bay, WI 54301-5026
paulne@greenbaywi.gov
920.448.3405
www.greenbaywi.gov



From: Joe Gabe [<mailto:Joe.Gabe@greenbaywi.gov>]
Sent: Monday, October 19, 2020 11:44 AM
To: Dave Hansen; David Buck
Cc: Paul Neumeyer; Stephanie Hummel; Madison Smith
Subject: Re: 901 Main Street : Request for a drive-through

David,

I had our EMS Operations Chief Ryan Gibbons look at the proposed drive thru plan and he does not have any issues with the lane being used as a drive thru lane.

Thanks,

Captain Joe Gabe IAAI-CFI
Green Bay Metro Fire Marshal's Office
501 South Washington Street
Green Bay, WI 54301
Phone-920-822-7584
joe.gabe@greenbaywi.gov



From: Dave Hansen <Dave.Hansen@greenbaywi.gov>
Sent: Thursday, October 8, 2020 9:02 AM
To: David Buck <David.Buck@greenbaywi.gov>; Joe Gabe <Joe.Gabe@greenbaywi.gov>
Cc: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>; Stephanie Hummel <Stephanie.Hummel@greenbaywi.gov>; Madison Smith <Madison.Smith@greenbaywi.gov>
Subject: RE: 901 Main Street : Request for a drive-through

David,

As discussed on the phone yesterday, I have no traffic concerns with this development as my cursory analysis indicates that the forecasted generated trip volume does not exceed the thresholds that would require a traffic impact analysis (TIA). The Main St driveway is proposed outside of the downstream functional area of the Main-Webster traffic signal, which is desirable. I think if future customers westbound on Main St see any backups at that driveway that they will opt for the Cedar St access. Eastbound Main St customers could only use the Cedar St access as there is a raised median at the driveway.

The "alley" is really not an alley but rather a drive-thru lane. Any substandard elements of that lane design are really outside of my jurisdiction to comment on unless they impact public right-of-way. I do not foresee that happening although some parking stalls may get blocked from drive-thru traffic. Again, I do not foresee that situation creating traffic issues spilling onto either Main St or Cedar St.

Regards,

David J.A. Hansen, P.E., PTOE
City Traffic Engineer

City of Green Bay | Public Works
Traffic Division | Engineering
100 N Jefferson St, Room 300
Green Bay, WI 54301-5026

g: 920.448.3100
d: 920.448.3098
m: 920.660.6315
f: 920.448.3102
e: dave.hansen@greenbaywi.gov
w: <http://greenbaywi.gov/708/Traffic-Division/>
s: <https://www.facebook.com/GBDPW/>

LEGAL DISCLAIMER: This message and all attachments may be confidential or protected by privilege. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of the information contained in or attached to this message is strictly prohibited. Please notify the sender of the delivery error by replying to this message, and then delete it from your system. Thank you.

From: David Buck
Sent: Monday, October 05, 2020 2:26 PM
To: Joe Gabe; Dave Hansen
Cc: Paul Neumeyer; Stephanie Hummel; Madison Smith
Subject: 901 Main Street : Request for a drive-through

Hello Joe and Dave,

Attached is an application (site/circulation plan on page 2) and supplement photo (order board located at red dot) submitted for a Conditional Use Permit to develop/install a drive-through with order board on the north side of the new building at 901 Main Street. There appears to only be about 13 feet between the north side of the 901 Main building and the small building at 900 Cedar making this a pretty tight squeeze. Also, the Zoning Code required a bypass/"escape" lane for restaurant drive-through and the petition will be applying for a variance to waive this requirement. Below are a few images as well (drive-through "alley" location outlined in red).

Please take a look and provide any comments and ideally a recommendation. I suspect Planning will be recommending a denial of the request based on not having the bypass but any info on traffic movement, safety, EMS/fire operations, etc. would be most appreciated.



Please let me know if you have any questions.

David Buck, AICP - Principal Planner
City of Green Bay
Department of Community and Economic Development
100 N. Jefferson St. Room 608
Green Bay, WI 54301-5026
(e) david.buck@greenbaywi.gov
(p) 920-448-3411
(f) 920-448-3426
(w) www.greenbaywi.gov

