



AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, SEPTEMBER 13, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

1. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

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

C. Approval of the Agenda.

1. Approval of the Agenda for the September 13, 2021, meeting of the Green Bay Plan Commission.

D. Approval of Minutes.

1. Approval of the minutes from the August 30, 2021, meeting of the Green Bay Plan Commission.

E. Regular Business.

1. (ZP 21-28) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a single-family dwelling in an Office/Residential (OR) District at 500 N. Chestnut Avenue, submitted by Stephanie Hummel (Ald. R. Scannell, District 7).
2. (ZP 21-28) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a single-family dwelling in an Office/Residential (OR) District at 500 N. Chestnut Avenue, submitted by Stephanie Hummel (Ald. R. Scannell, District 7).
3. (ZP 21-29) Public Hearing on a request to rezone a portion of the rear yard of 919 Auto Plaza Drive from General Commercial (C1) to Highway Commercial (C2), submitted by Dan Mangless, Gandrud Ivan Chevrolet, Inc., property owner (Ald. L. Gerlach, District 3).

4. (ZP 21-29) Consideration with possible action on a request to rezone a portion of the rear yard of 919 Auto Plaza Drive from General Commercial (C1) to Highway Commercial (C2), submitted by Dan Mangless, Gandrud Ivan Chevrolet, Inc., property owner (Ald. L. Gerlach, District 3).

F. Informational.

1. Director's Report.
2. Date of next meeting: September 27, 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

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+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

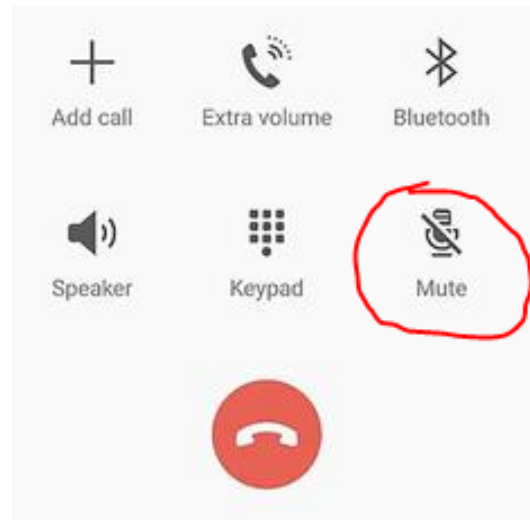
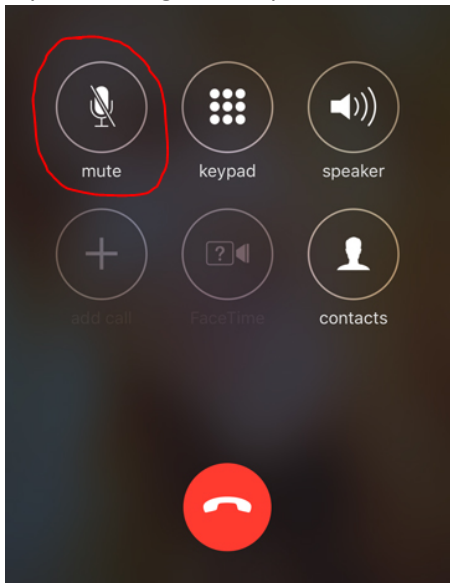
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
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





Report to the Green Bay Plan Commission

MEETING DATE

September 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.1

(ZP 21-28) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a single-family dwelling in an Office/Residential (OR) District at 500 N. Chestnut Avenue, submitted by Stephanie Hummel (Ald. R. Scannell, District 7).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-28 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Conditional Use Permit (CUP)
500 North Chestnut Avenue
(ZP 21-28)**

The Green Bay Plan Commission will hold a public hearing on **Monday, September 13, 2021**, at 6:00 p.m. 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>

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The hearing is regarding the following:

A request to authorize a Conditional Use Permit (CUP) for a single-family dwelling in an Office/Residential (OR) District at 500 North Chestnut Avenue, submitted by Stephanie Hummel (Ald. R. Scannell, District 7).

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: Paul Neumeyer

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact Paul Neumeyer at (920) 448-3405 or paul.neumeyer@greenbaywi.gov.

Publication Dates: August 30, 2021 and September 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

September 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.2

(ZP 21-28) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a single-family dwelling in an Office/Residential (OR) District at 500 N. Chestnut Avenue, submitted by Stephanie Hummel (Ald. R. Scannell, District 7).

BACKGROUND

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

Primary Address: 500 N. Chestnut Avenue

Aldersperson/District: Ald. Randy Scannell / District 7

Surrounding Zoning and Land Uses:

SUBJECT: Office/Residential (OR) - Vacant

NORTH: Office/Residential (OR) - Single family dwelling

SOUTH: Office/Residential (OR) - Single and Two-family dwellings

EAST: Office/Residential (OR) - Single-family dwelling

WEST: Low Density Residential (RI) - Single and Two-family dwellings

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as commercial and light industry. This recommended future land use does not meet current land uses within the neighborhood and is a candidate as part of the future land use update to consider a more appropriate future land use.

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 compliant with the future land use map.

Report: The subject property is located on the northeast corner of N. Chestnut Street and Elmore Street. The site contains a total of 0.13 acres or 5,446 sq. ft. The approval of the request would allow for the repurposing of the former single-family dwelling.

In the review of the Conditional Use Permit (CUP), the Zoning Ordinance Section 12-205(e) establishes seven standards for the Plan Commission to consider when reviewing a CUP:

1. *The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.*
2. *The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*
3. *The conditional use, its exterior architectural design, and functional plan of any proposed structure will not be injurious to the use of other property in the immediate vicinity nor substantially diminish or impair property values within the surrounding neighborhood.*

4. Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion.
6. The conditional use shall have adequate parking facilities as specified in subchapter [13-1700](#).

The two-story structure dates back to 1936 and has the appearance of a single-family home; however, it was used as an office use most recently. There is access and parking to the site via Elmore Street. Approval of the request will allow the applicant to legally convert and occupy the structure as a single-family dwelling.

Planning staff feels approval of this request meets the standards above, keeps with surrounding land uses and is an appropriate conversion. Ald. Randy Scannell and adjacent property owners have been notified of the request. As of the drafting of this report, staff has not received an inquiry or objection to the request.

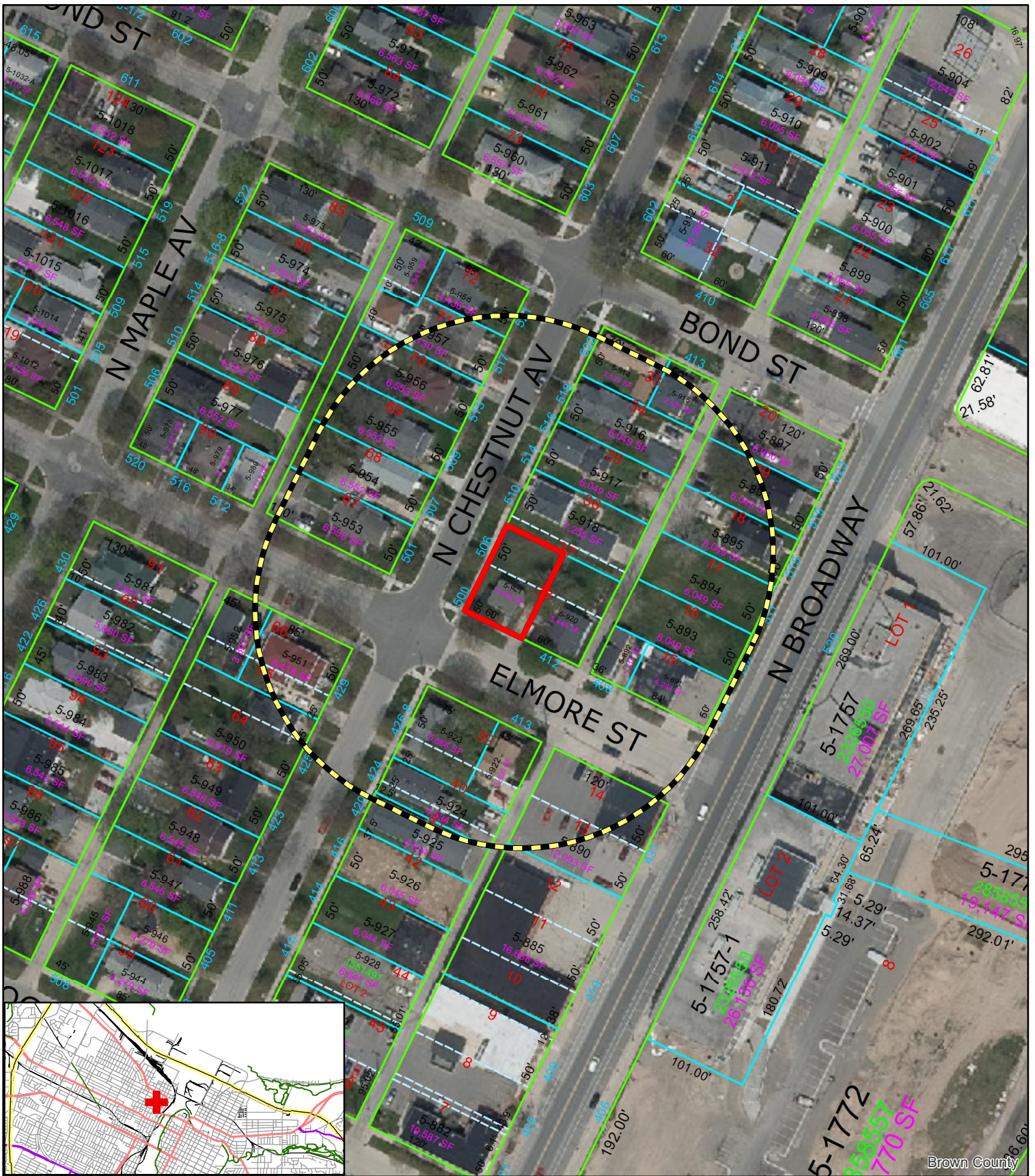
RECOMMENDATION

Approval of the request, subject to compliance with all other regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit.

FISCAL IMPACT

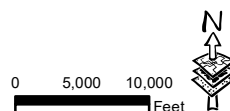
ATTACHMENTS

- I. ZP 21-28 letter



Zoning Petition (ZP 21-28)
Proposed Conditional Use Permit (CUP)
500 North Chestnut Avenue

- Subject Area
- 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.
 Map prepared by PN



Report to the Green Bay Plan Commission

MEETING DATE

September 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.3

(ZP 21-29) Public Hearing on a request to rezone a portion of the rear yard of 919 Auto Plaza Drive from General Commercial (C1) to Highway Commercial (C2), submitted by Dan Mangless, Gandrud Ivan Chevrolet, Inc., property owner (Ald. L. Gerlach, District 3).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-29 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Rezoning
919 Auto Plaza Drive
(ZP 21-29)**

The Green Bay Plan Commission will hold a public hearing on **Monday, September 13, 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.

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The hearing is regarding the following:

A request to rezone a portion of the rear yard of 919 Auto Plaza Drive from General Commercial (C1) to Highway Commercial (C2), submitted by Dan Mangless, Gandrud Ivan Chevrolet, Inc., property owner (Ald. L. Gerlach, District 3).

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

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Department of Community and Economic Development

Attn: Paul Neumeyer

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact Paul Neumeyer at (920) 448-3405 or paul.neumeyer@greenbaywi.gov.

Publication Dates: August 30, 2021 and September 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

September 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.4

(ZP 21-29) Consideration with possible action on a request to rezone a portion of the rear yard of 919 Auto Plaza Drive from General Commercial (C1) to Highway Commercial (C2), submitted by Dan Mangless, Gandrud Ivan Chevrolet, Inc., property owner (Ald. L. Gerlach, District 3).

BACKGROUND

Primary Address: Rear portion of 919 Auto Plaza Drive

Aldersperson/District: Ald. Lynn Gerlach / District 3

Reason for Request: The applicant would like to rezone approximately the westerly 185 ft. of Tax Parcel 21-126-7-1 to C2 to match adjoining zoning to the west to expand areas for auto sales and inventory of vehicles.

Surrounding Zoning and Land Uses:

SUBJECT: General Commercial (C1) - Vacant

NORTH: Planned Unit Development (PUD) - East Town Mall/light industrial use

SOUTH: Highway Commercial (C2) - Auto sales & storage

EAST: Low Density Residential (R1) - Single Family

WEST: Highway Commercial (C2) - Auto sales & storage

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as commercial.

Report: The rear portion of 919 Auto Plaza Drive, Tax Parcel: 21-126-7-1 is being considered for rezoning to Highway Commercial (C2) to be consistent with the balance of the Gandrud Auto campus. The proposed rezoning C2 will not overly impact the adjacent properties, but instead, allow for increased permitted uses such as automotive sales and storage of inventory. The site is a total of 4.13 acres.

The parcel contains a "spite" strip of Low Density Residential (R1) zoning dating back to the development of auto sales use. Spite strips were used to provide a buffer typically between residential and commercial/industrial uses; however, it is rare today that staff would support a spite strip of zoning. There may be a future request to consider the balance of the property adjoining the residential portion to a C2 zoning. Staff advised the applicant to conduct a neighborhood meeting to address any concerns of nearby residents.

Ald. Lynn Gerlach and adjacent property owners within 400 ft. have been notified of the request. As of the drafting of this report, staff has not received any inquiries regarding the request.

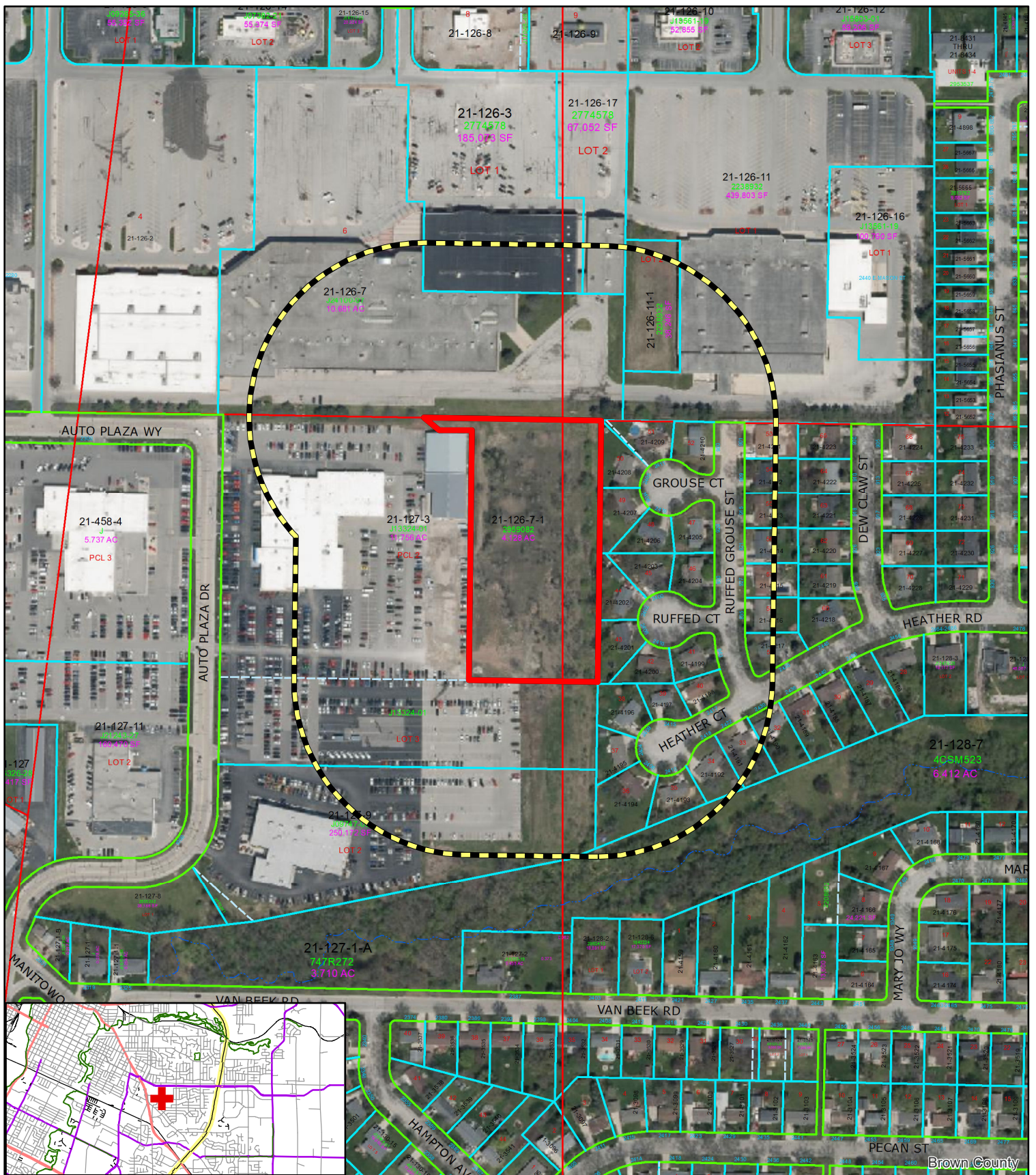
RECOMMENDATION

Approval of the request.

FISCAL IMPACT

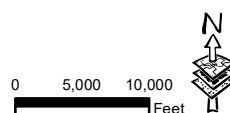
ATTACHMENTS

- I. ZP 21-29 letter



Zoning Petition (ZP 21-29) **Proposed Rezoning** **Rear Portion of 919 Auto Plaza Drive**

- Subject Area
- 400' Property Owner Notice



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 Map prepared by PN