



AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, DECEMBER 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, and Ken Rovinski.

C. Approval of the Agenda.

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

D. Approval of Minutes.

1. Approval of the minutes from the November 8, 2021, meeting of the Green Bay Plan Commission.
2. Approval of the minutes from the December 3, 2021, Special Meeting of the Green Bay Plan Commission.

E. Regular Business.

1. (ZP 21-06) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a two-family dwelling in a Low Density Residential (RI) District at 341 Alpine Drive, submitted by Tom Berceau, property owner (Ald. V. Corpus-Dax, District 2).
2. (ZP 21-06) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a two-family dwelling in a Low Density Residential (RI) District at 341 Alpine Drive, submitted by Tom Berceau, property owner (Ald. V. Corpus-Dax, District 2).

3. (ZP 21-30) Public Hearing on a request to amend ZO 15-18 (Rail Yard PUD) allowing first floor residential uses within the Rail Yard Development Area "A" located at 419 Donald Driver Way/406 North Broadway, Submitted by TWG Rail Yard, LLC, property owner (Ald. R.Scannell, District 7).
4. (ZP 21-30) Consideration with possible action on a request to amend ZO 15-18 (Rail Yard PUD) allowing first floor residential uses within the Rail Yard Development Area "A" located at 419 Donald Driver Way/406 North Broadway, Submitted by TWG Rail Yard, LLC, property owner (Ald. R.Scannell, District 7).
5. (ZP 21-34) Public Hearing on a request to rezone 2160 Packerland Drive from Low-Density Residential (RI) to Public Institutional (PI), submitted by Mike Larson, on behalf of Beautiful Savior Evangelical Lutheran Church (Ald. J. Brunette, District 12).
6. (ZP 21-34) Consideration with possible action on a request to rezone 2160 Packerland Drive from Low-Density Residential (RI) to Public Institutional (PI), submitted by Mike Larson, on behalf of Beautiful Savior Evangelical Lutheran Church (Ald. J. Brunette, District 12).
7. (ZP 21-35) Public Hearing on a request to rezone property at 702-730 North Quincy Street and 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District, submitted by Paul Davis, Kingdom Agenda Ministries, on behalf of Church of Living God International Inc, property owner (Ald. R. Scannell, District 7).
8. (ZP 21-35) Consideration with possible action on a request to rezone property at 702-730 North Quincy Street and 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District, submitted by Paul Davis, Kingdom Agenda Ministries, on behalf of Church of Living God International Inc, property owner (Ald. R. Scannell, District 7).
9. (ZP 21-36) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a shelter use in an Office/Residential (OR) District at 700 East Walnut Street, submitted by Rob Frazier, St. John Evangelist Homeless Shelter, Inc., property owner (Ald. R. Scannell, District 7).
10. (ZP 21-36) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a shelter use in an Office/Residential (OR) District at 700 East Walnut Street, submitted by Rob Frazier, St. John Evangelist Homeless Shelter, Inc., property owner (Ald. R. Scannell, District 7).
11. (ED 21-01) Consideration with possible action on a request to discontinue and release temporary ingress/egress easement granted across Lots 7 and 8, and Outlot 1 of Plat of Rail Yard, submitted by the City of Green Bay, Department of Public Works (Ald. R. Scannell, District 7).
12. (ED 21-02) Consideration with possible action on a request for the release of a utility easement discontinuance located at 1440-1450 Velp Avenue, submitted by Mau & Associates, LLP (Ald. M. Steuer, District 10).

F. Informational.

1. Director's Report.
2. Date of the next meeting: January 13, 2022.

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

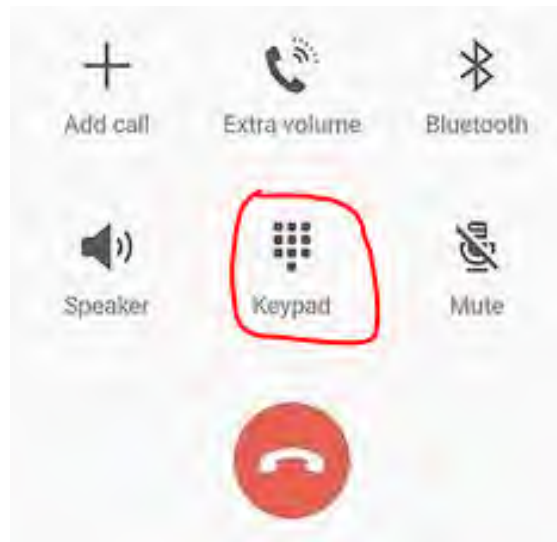
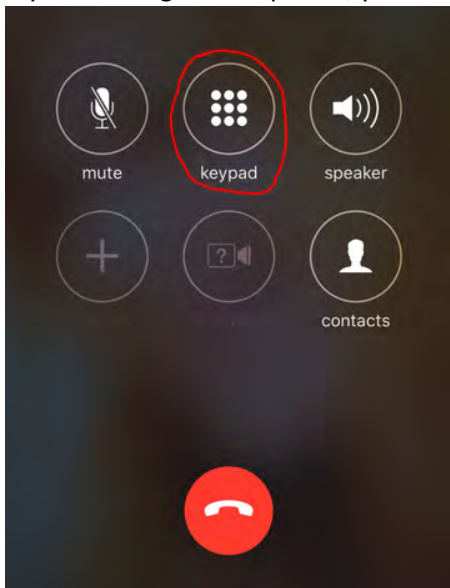
Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Additional Information

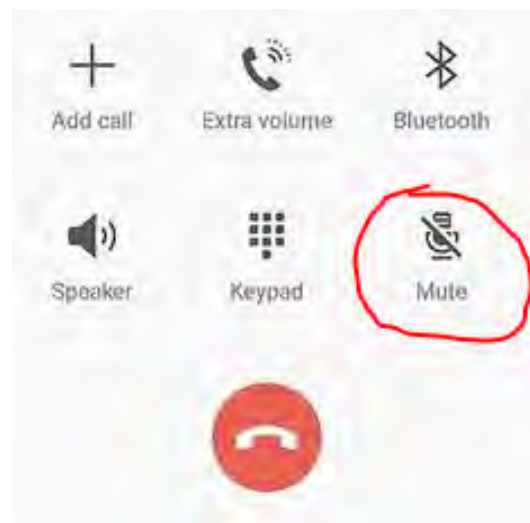
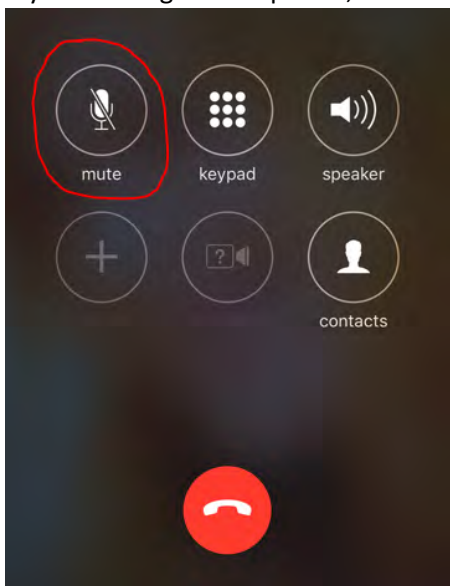
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.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

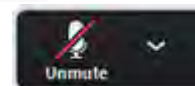
1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



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





Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.1

(ZP 21-06) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a two-family dwelling in a Low Density Residential (RI) District at 341 Alpine Drive, submitted by Tom Berceau, property owner (Ald. V. Corpus-Dax, District 2).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-06 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Conditional Use Permit (CUP)
341 Alpine Drive
(ZP 21-06)**

The Green Bay Plan Commission will hold a public hearing on **Monday, December 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to authorize a Conditional Use Permit (CUP) for a two-family dwelling in a Low Density Residential (RI) District at 341 Alpine Drive, submitted by Tom Berceau, property owner (Ald. V. Corpus-Dax, District 2).

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

City of Green Bay

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: November 29, 2021 and December 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.2

(ZP 21-06) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a two-family dwelling in a Low Density Residential (RI) District at 341 Alpine Drive, submitted by Tom Berceau, property owner (Ald. V. Corpus-Dax, District 2).

BACKGROUND

Primary Address: 341 Alpine Drive

Aldersperson / District: Ald. Veronica Corpus-Dax / District 2

Reason for Request: To allow for the construction of a two-family dwelling.

Surrounding Zoning and Land Uses:

SUBJECT: Low Density Residential (RI) - Vacant

NORTH: Low Density Residential (RI) - Single family dwellings

SOUTH: Low Density Residential (RI) - Single-family dwellings

EAST: Low Density Residential (RI) - Single-family dwellings

WEST: Low Density Residential (RI) - Vacant -landfill

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as Low Density Residential.

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 north of Newberry Avenue along the east side of Alpine Drive. Approval of the request would allow for the construction of a two-family dwelling. The site contains a total of 0.25 acres or 11,050 sq. ft. The Zoning Code does require a minimum lot size of 12,000 sq. ft. The existing lot of record is approximately 900 sq. ft. less, but does not diminish the use of the site as a two-family dwelling. A copy of the floorplan, building façade elevations and site plan are attached within this agenda packet. The proposed two-story structure will have adjoining garages in the middle of the structure with one driveway to Alpine Drive.

In the review of the Conditional Use Permit (CUP), the Zoning Ordinance, Section 44-83(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](#).*

Planning staff feels approval of this request meets the standards above and is compatible with surrounding land uses as an appropriate infill within a neighborhood that does not contain two-family dwellings. Ald. Veronica Corpus-Dax and adjacent property owners have been notified of the request. As of the drafting of this report, staff had received four objections to the request, correspondence is attached within this agenda.

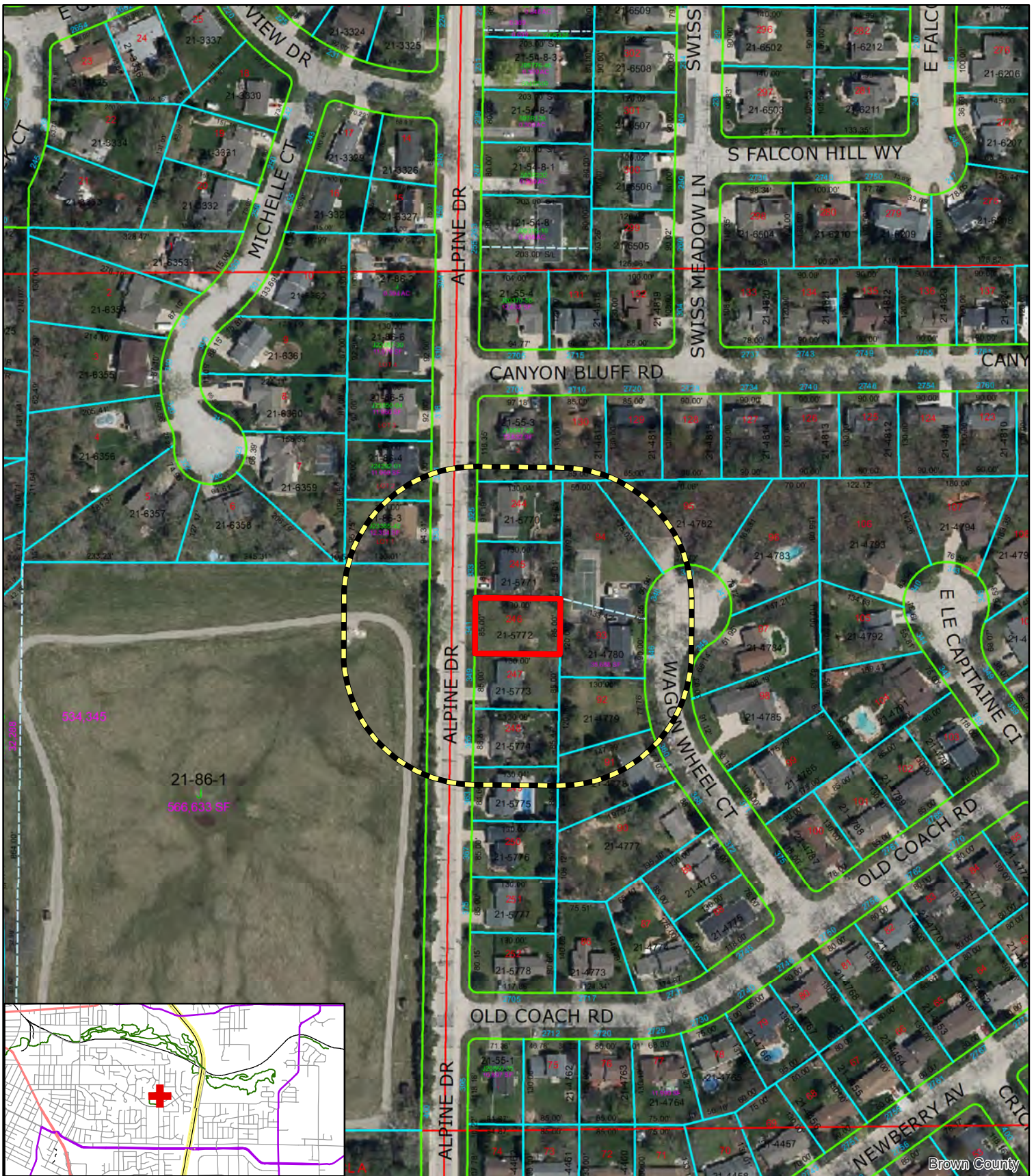
RECOMMENDATION

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

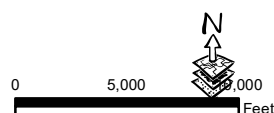
ATTACHMENTS

1. ZP 21-06 letter
2. Building Elevations
3. Floor Plan
4. Floor Pan 2
5. Site Plan
6. Conditional Use Permit - Alpine Drive
7. zoning
8. Response to Public Hearing for CUP at 341 Alpine Drive
9. Two Family Dwelling 341 Alpine Drive
10. Zoning Petition (ZP 21-06)

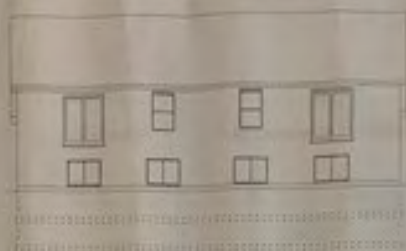


Zoning Petition (ZP 21-06)
Proposed Conditional Use Permit (CUP)
341 Alpine Drive

- 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



REAR ELEVATION



LEFT ELEVATION

NOTES:
 - HOUSE TO HAVE A
 6/12 ROOF PITCH
 - 1" GABLE RAKES
 (TYPICAL)
 - 14" OVERHANG
 (TYPICAL)
 - 1" ENERGY SEAL
 THURAS



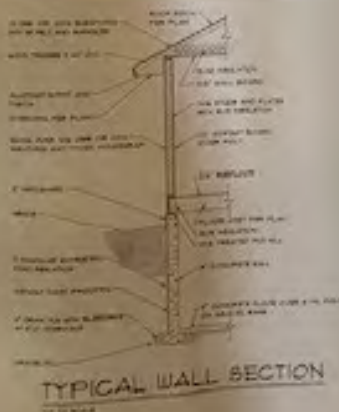
RIGHT ELEVATION



FRONT ELEVATION

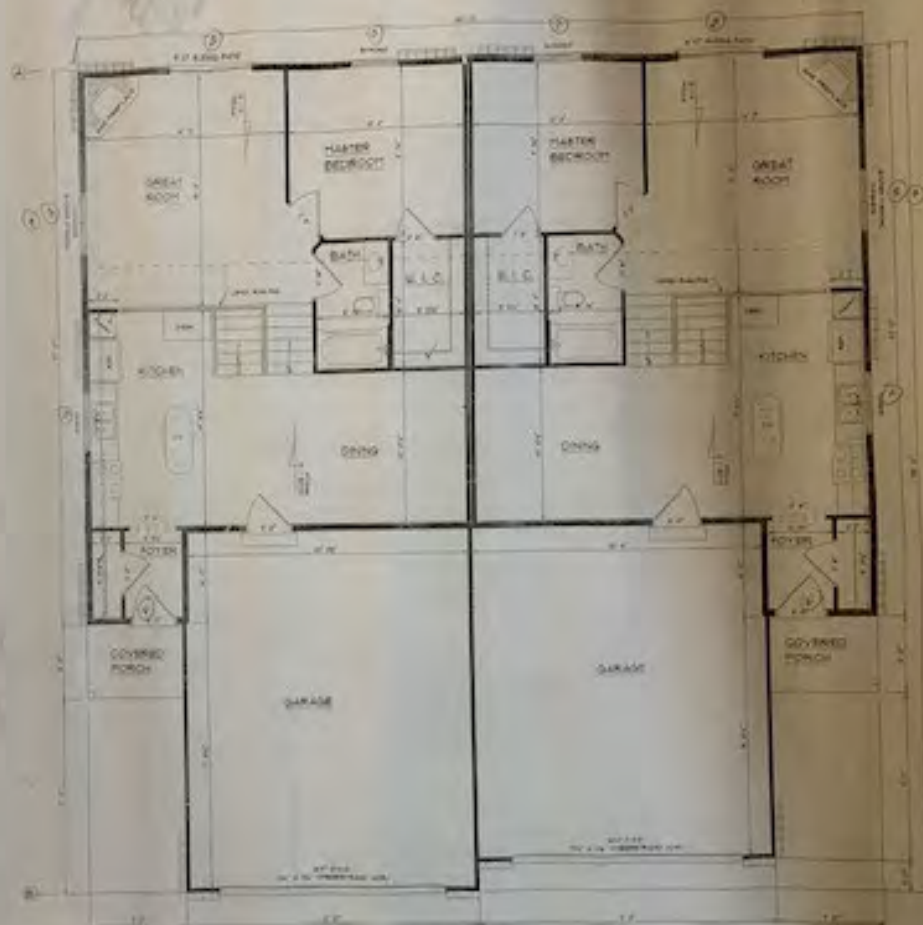


FLOOR DECK/INTERIOR CEILING
DETAIL



BRACED WALL PANEL
LEGEND

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FLOOR PLAN

File: R:\2020\6268\6268.dwg
Plot Date: Dec 02, 2021 1:13pm

LAYOUT: 24x36



ZONING INFORMATION

ZONE: R-1

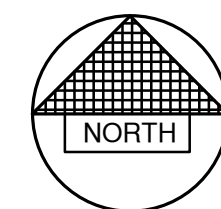
BUILDING SETBACK INFORMATION:

FRONT - 15' (WHERE AT LEAST 50 PERCENT OF THE FRONT FOOTAGE OF ANY BLOCK IS BUILT UP WITH PRINCIPAL STRUCTURES, THE FRONT YARD SETBACK FOR NEW STRUCTURES SHALL BE EQUAL TO THE AVERAGE OF THE EXISTING STRUCTURES, EXCEPT THAT ANY STRUCTURE WHICH IS SET BACK 20 PERCENT MORE OR LESS THAN THE AVERAGE MAY BE DISCOUNTED FROM THE FORMULA.)

SIDE - 6' (1 STORY) / 8' (1 1/2 STORY OR GREATER)

REAR - 25'

DISCLAIMER:
THIS SITE PLAN DOES NOT REPRESENT A SURVEY OF THE PROPERTY. IT IS STRICTLY FOR VISUAL PURPOSES ONLY.

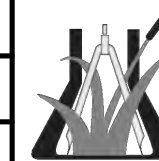


NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN TEH
								CHECKED
								DESIGNED

LOT 246 - EDISON PARK THIRD ADDITION
TOM BERCEAU CONSTRUCTION
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

SITE PLAN - 341 ALPINE DRIVE

DATE 12/2021
FILE SITE PLAN
JOB NO. 6268002



Robert E. Lee & Associates, Inc.
ENGINEERING, SURVEYING, ENVIRONMENTAL SERVICES
1250 CENTENNIAL CENTRE BOULEVARD HOBART, WI 54155
920-662-9641 www.releinc.com

SHEET NO.
1

From: [Rick Katz](#)
To: [Paul Neumeyer](#)
Cc: [District Two](#)
Subject: Conditional Use Permit - Alpine Drive
Date: Wednesday, December 8, 2021 10:25:19 AM
Attachments: [zoning.pdf](#)

Attached is our response to the Conditional Use Permit request at 341 Alpine Drive.

Thank you,

Rick and Kari Katz

Rick Katz Food Safety Specialist | Commercial Food Sanitation
M + 1 920 224-3523 | www.commercialfoodsantitation.com

Mr. and Mrs. R Katz
2716 Canyon Bluff Road
Green Bay, WI 54302

December 8, 2021

Mr. Paul Neumeyer
Zoning Administrator
Community Economic Development Department
100 North Jefferson St
Green Bay, WI 54301

Dear Mr. Neumeyer:

This is a response to your December 2 letter re: proposed Conditional Use Permit submitted by Tom Berceau Construction. We appreciate the opportunity to review this proposal and communicate our objections.

The lot on a busy street (Alpine Drive) is very close to Edison Middle school, not ideal for a two-family dwelling. Traffic will be impacted by additional vehicles backing into Alpine Drive creating disruptions to existing traffic flows, particularly before, after and during school hours, adding to bottlenecks and endangering vehicles when residents pull out into the road. This will also affect traffic pulling in and out of Canyon Bluff Road creating an additional safety concern due to limited visibility.

With no sidewalks, children walking to school and other pedestrians must walk on the road. The daytime parking prohibition ends at Newberry. Walkers going up the hill must enter the oncoming traffic lane to get around parked cars and there is no time for visibility of oncoming traffic. Drivers, likewise, have no time to see pedestrians as they crest the hill. It is likely that a dual family residence will result in more street parking as room for sufficient driveway space for 2 sets of residents and their guests is limited by lot size, thus compounding this safety scenario.

There are many children walking to and from Edison school as well as neighborhood walkers and runners in the area. Additional traffic in and out of this residence and street parking on Alpine Drive will have a detrimental impact to their safety.

This is primarily a single residence neighborhood. The addition of a dual residence home will impact valuations of existing properties. This will likely be rental property and increase the potential for an established neighborhood to more transient which is inconsistent, and not fair to existing homeowners in the area.

We urge you to not approve the request of a Conditional Use Permit at 341 Alpine Drive and know our feelings are shared by many others in the neighborhood that may not have the opportunity to respond.

Thank you for sharing this feedback on our behalf with the plan commission.

Sincerely,

Mr. and Mrs. Richard Katz

cc. Veronica Corpus-Dax

From: [bridget stillman](#)
To: [Paul Neumeyer](#)
Subject: Response to Public Hearing for CUP at 341 Alpine Drive
Date: Wednesday, December 8, 2021 11:25:36 AM

>

> Good day Mr. Neumeyer,

> I am writing to you today in regard to the application submitted by Tom Berceau Construction requesting a conditional use permit for a two family dwelling at 341 Alpine Dr.

> I am a property owner in the neighborhood and have concern over the request for this application. My husband and I have lived in this neighborhood for past 18 years. This is a low density residential district with primarily single-family homes in the neighborhood, this was one of the appealing factors to us when deciding to purchase our home here.

> I have several concerns regarding the construction of a two family dwelling in the neighborhood. I feel that this construction would disrupt the characteristic of the neighborhood. I think in order to maintain the integrity of the neighborhood the construction of a single-family home would be more appealing. Neighborhoods with a higher number of rental properties can have a negative impact on the property value of single-family homes in that area. This can be especially true depending on the value of the rental property being constructed. I am curious as to their building plans for this construction. For instance, do they plan to put in a two car garage and driveway for each unit? That would take up most of the front yard which is not very pleasing aesthetically. If they plan to only put in a single car garage or no garage that would mean excess cars/trailers/etc. in the driveway which is also not very appealing.

> A number of studies have also shown that rental properties are not as well-maintained as owner occupied homes. Renters also tend to be less connected to the community or the neighborhood and have less personal investment in a home that they do not plan on staying in long term.

> We have raised our family here, we are invested in the community, and we have become emerged in the neighborhood over the past 18 years and I ask that you help maintain the characteristic and appealing nature of our neighborhood and decline the application for a two family dwelling.

> Sincerely,

> Bridget Stillman

>

> Sent from my iPhone

From: [Rita Holdredge](#)
To: [Paul Neumeyer](#); [District Two](#)
Subject: Two Family Dwelling 341 Alpine Drive
Date: Thursday, December 9, 2021 9:12:00 AM

Dear Mr. Neumeyer and Alderwoman Corpus-Dax

A neighbor shared the letter they received regarding the application to build a duplex at 341 Alpine Drive. I would like to let you know that as a resident of that neighborhood I am against a duplex being built on that lot for the following reasons:

- With this small lot, there would not be room for 2 driveways meaning cars would need to park on the street.
- The students walking to and from Edison would need to walk more distance, further into the street at busy traffic times
- There are a lot of walkers in our neighborhood and adjacent neighborhoods and having more cars out on the street would be a safety hazard for them also.

I hope the commission sees how it would make no sense to cram a duplex onto this small lot and disrupt much of the reason people choose to live in this neighborhood.

Thank you

Rita Holdredge

Sent from [Mail](#) for Windows

From: [Karen Janke](#)
To: [Paul Neumeyer](#)
Cc: [District Two](#)
Subject: Zoning Petition (ZP 21-06)
Date: Thursday, December 9, 2021 3:03:29 PM

Dear Paul Neumeyer;

We appreciate being informed about an upcoming petition to rezone property at 341 Alpine Drive, 2 Doors north of our property.

We are **adamantly** against this proposal. It would be detrimental to the value of our, and our neighbors properties. We work hard to keep the value and aesthetics or curb appeal of our properties. We have minimal driveway parking in this area of Alpine Drive and take pride of ownership all along the block. Having a small lot (#246) with a duplex would mean more people/more cars and possibly an unkempt yard and lot by absentee owners.

When lots #247 and #246 were sold a few years ago by Dr. Henry Rahr and his wife Mary, they assured us that they would only sell to someone who would build single-family homes. Lot #247 does have a single-family home now and we couldn't be happier. Now the new owner of lot #246, Tom Berceau wants to put up a duplex or 2-family home on a block where there are NONE.

According to area realtors, it used to be a positive to live near a good school like Edison Middle School, one of the reasons we chose the lot we live on, #248. Now realtors say that it's a detriment because of all the issues schools encounter that can spill over into the neighborhood. We do not need another detriment of a multi-family home on our block. Will our taxes go down if you agree to this conditional zoning proposal? I would hope so since the home/lot value would most certainly go down.

In conclusion, We strongly DO NOT agree with changing the zoning. There are only negatives for the current home owners/residents/tax payers along this block of Alpine Drive.

Thank you for this opportunity to express our concerns and disagreement with any zoning changes.

Sincerely,

Karen and Tony Janke
355 Alpine Drive
920-819-2008



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.3

(ZP 21-30) Public Hearing on a request to amend ZO 15-18 (Rail Yard PUD) allowing first floor residential uses within the Rail Yard Development Area "A" located at 419 Donald Driver Way/406 North Broadway, Submitted by TWG Rail Yard, LLC, property owner (Ald. R.Scannell, District 7).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-30 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Planned Unit Development (PUD) Amendment
The Fort Apartments at 406 Donald Drive Way
(ZP 21-30)**

The Green Bay Plan Commission will hold a public hearing on **Monday, December 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to amend ZO 15-18 (Rail Yard PUD) allowing first floor residential uses within the Rail Yard Development Area "A" located at 419 Donald Driver Way/406 N Broadway. Submitted by TWG Rail Yard, LLC, property owner (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

Community and Economic Development Dept.

Attn: David Buck

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact David Buck at (920) 448-3411 or david.buck@greenbaywi.gov.

Publication Dates: November 29, 2021 and December 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.4

(ZP 21-30) Consideration with possible action on a request to amend ZO 15-18 (Rail Yard PUD) allowing first floor residential uses within the Rail Yard Development Area “A” located at 419 Donald Driver Way/406 North Broadway, Submitted by TWG Rail Yard, LLC, property owner (Ald. R.Scannell, District 7).

BACKGROUND

Primary Address: Rail Yard District

Alderman / District: Randy Scannell / District 7

Reason for Request: To allow the development of the subject property for multiple-family use rather than mixed-use with nonresidential uses on the ground floor.

Surrounding Zoning and Land Uses:

Subject Properties: Planned Unit Development (PUD) - Undeveloped

North: Planned Unit Development (PUD) - Commercial and Undeveloped

South (across Kellogg): Planned Unit Development (PUD) - Retail, Entertainment & Service

East: Planned Unit Development (PUD) - Multi-Family Residential

West (across Broadway): Downtown I (DI) - Commercial & Low-Medium Residential

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as Downtown, which “promotes high-intensity office, retail, housing, entertainment and public uses preferably in a mixed use environment with strong pedestrian orientations”. Additionally, the AuthenticCity Downtown Plan designates the site as the Larsen Green Catalyst, appropriate for multiple-family, townhomes, commercial and mixed uses.

Analysis: In 2008, a Planned Unit Development was adopted (ZO 4-08) for the 21 acre area formerly known as the Larsen Canning Site located roughly between Dousman Street on the south, Mather Street on the north, North Broadway on the west and the Wisconsin Central Railroad tracks on the east. In 2013, the PUD was amended (ZO 11-13) for the redevelopment of the southernmost 4 acres that included rehabilitation of most of the existing buildings south of Kellogg Street extended. Ultimately, these efforts established a very active commercial center. The northern 17 acres of the former Larsen Canning Site north of Kellogg Street was included in a comprehensive amendment of the PUD in 2018, called the Rail yard (ZO 15-18) providing regulatory guidelines to assist with the marketing and accelerated development of the Rail Yard while helping to safeguard the long-term quality within the development area and promote a mixed-use pedestrian-orientated urban environment.

The second project to be proposed following the 2018 PUD amendment was a five-story 225 market rate unit mixed-use building with commercial spaces along the first/ground floor of the Broadway frontage, resident service uses (community room, coworking space, gym, etc.) along the first/ground floor of the Kellogg Street frontage, and apartment units with individual street entrances along the first/ground floor of the Donald Driver Way frontage. Construction began in 2020, with site preparation, installation of

foundations and stairwell shafts, but stalled shortly thereafter. Staff had been informed that the interruption in construction was based on circumstances related to the pandemic as well as a substantial change in their financing that was being addressed primarily through application of WHEDA tax credits, which required changes to the design and make-up of the project. The change in make-up has augmented the project parameters requiring this request for an amendment to the PUD.

The Rail Yard PUD was developed to emphasize and require, among other principles, active non-residential first/ground floor uses that would “activate” the public realm (street), recreate the right of way grid with the extensions of Donald Driver Way/Kellogg St/Bond St/Elmore St, and include mixed-use development that blends rather seamlessly with the character of the Broadway District. The petitioner is requesting that their property be created as a sub-area of what is referred to as Development Area “A” allowing multiple-family residential units to be permitted on the first/ground floor of the Kellogg Street frontage as well as reducing the commercial space on the Broadway frontage from 7,000 sq. ft. to a minimum 1,000 sq. ft. The remaining 6,000 sq. ft. is resident service uses, including a coworking space and community room. The project has increased its unit count from the original 225 units to 233 units, has converted the Kellogg Street first/ground floor frontage to apartment units, and reduced the commercial component of the Broadway frontage by converting it to the apartment’s accessory community room and coworking space. The project remains identical to the original project in respect to site layout and building architectural design.

Staff believes the building and site layout remain high quality and is extremely fitting with the design characteristic of the Rail Yard and the Broadway District. However, we have significant concern regarding the loss of approximately 80 percent of the commercial space along Broadway and full removal of non-residential active uses along the Kellogg Street frontage.

While staff understands that the market for first floor commercial space is soft at this time, we want to point out that this market condition is common in areas that are in the earlier stages of redevelopment and most often corrects itself as development occurs and residential densities increase. If the frontage is developed with residential and/or residential accessory uses, it is often infeasible to convert the space(s) to regular commercial uses when the market presents itself as building code standards are quite different. To allow greater flexibility to the developer in what we believe to be the temporary establishment of the apartment’s accessory community room and coworking space along Broadway. While also affording the ability to change the use to more formal and active commercial spaces in the future, we are recommending requiring that the construction of the building along Broadway be done to commercial building code standards applicable to business/assembly use. In this way, it will allow for less difficulty for the potential conversion in the future.

Street activation on Kellogg Street will undoubtedly be diminished with the loss of nonresidential space, but as it is off the main corridor (Broadway), staff feels the residential units can still substantially interact with the right of way and that activity can be encouraged through a design change by adding individual street-fronted entrances to the proposed first floor residential units.

The petitioner held a neighborhood/public information meeting to introduce their request and field questions on December 2, 2021. Ald. Randy Scannell, On Broadway, Inc., the Fort Howard Neighborhood Association, and property owners within 200+ ft. have been notified of the request. Staff received a few inquiries regarding the PUD but no objections as to the drafting of this report.

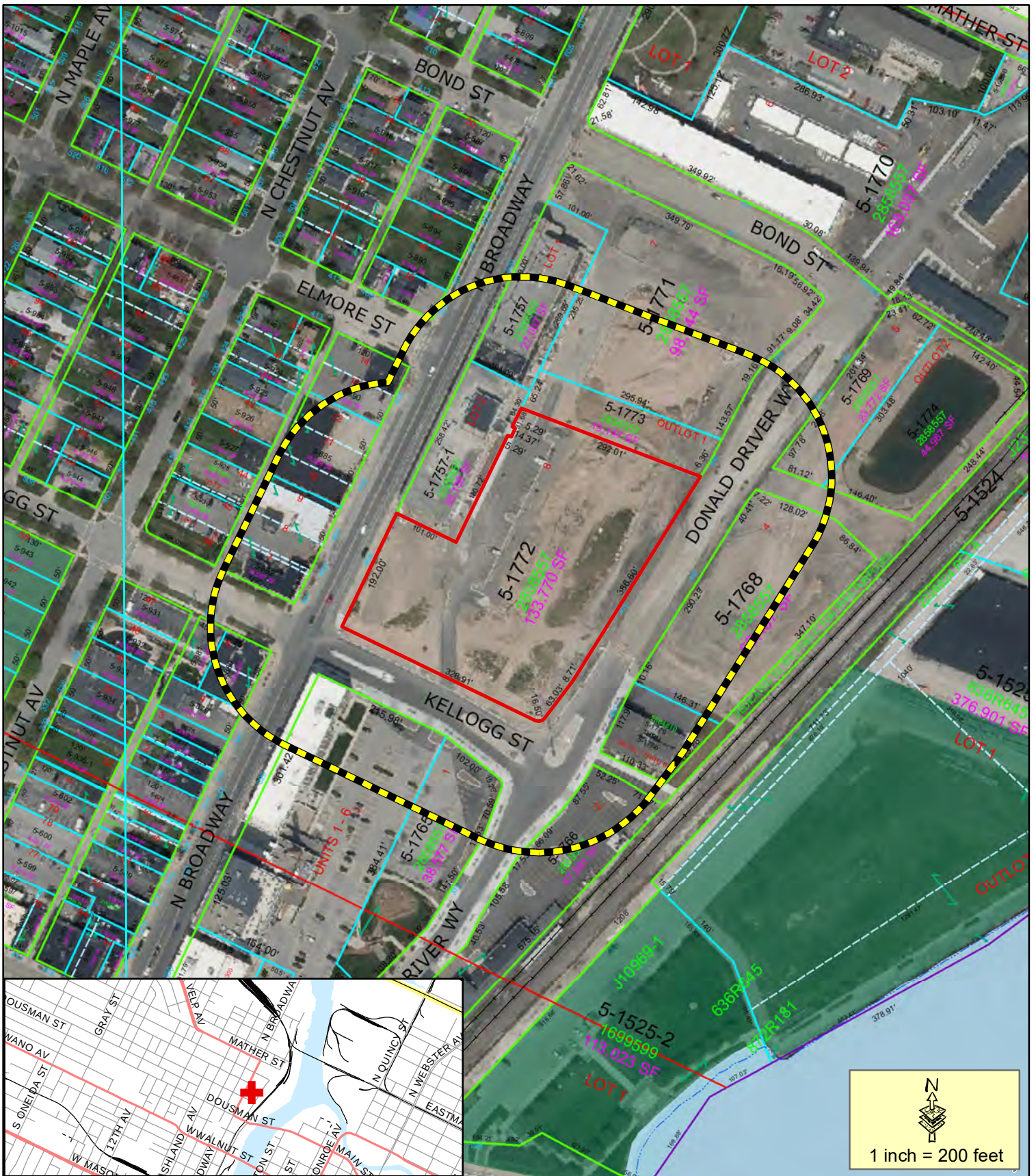
RECOMMENDATION

Approval of the request, subject to the draft Planned Unit Development (PUD) amendment.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-30 PropMap
2. ZO 15-18 Amend ZO 11-13 for Railyard PUD 400-600 North Broadway_Final Signed
3. DRAFT ZO 16-21 - Amend PUD at 400-600 Block N Broadway (Rail Yard)
4. The Fort PUD Amendment Request Letter 11.8.21
5. ZO 21-030 Graphics for PC



- 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.
Map prepared by DB

Zoning Petition (ZP 21-30)
Proposed amendment to
ZO 15-18 (Rail Yard Planned
Unit Development) at
419 Donald Driver Way/406 N Broadway



ZONING ORDINANCE NO. 15-18

**AN ORDINANCE AMENDING ZONING ORDINANCE 11-13
ZONING CERTAIN LAND LOCATED ON THE EAST SIDE OF
NORTH BROADWAY (400 THROUGH 600 BLOCK)
AS A PLANNED UNIT DEVELOPMENT DISTRICT
(ZP 18-12)**

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 (as shown on Exhibit A - Location Map):

All of Lot 17 and Lot 18 of "Larsen Green" (Volume 23, Plats, Page 17, Document Number 2433894, Brown County Records), part of Lot 1 of Volume 31, Certified Survey Maps, Page 144, Document Number 1432656, part of the Fort Howard Military Reserve, now known as the Railroad Grant, all being located in the City of Green Bay, Brown County, Wisconsin more fully described as follows:

Beginning at the most Northwestern corner of Lot 17 of the recorded Plat "Larsen Green" (Volume 23, Plats, Page 17, Document No. 2433894, Brown County Records); thence S63°49'46"E, 142.98 feet along a Northerly line of said Lot 17; thence N26°10'14"E, 125.12 feet along a Westerly line of said Lot 17; thence S63°48'57"E, 286.93 feet along a Northerly line of said Lot 17; thence N26°11'42"E, 50.31 feet along a Westerly line of said Lot 17; thence S77°47'32"E, 103.10 feet along a Northerly line of said Lot 17; thence S63°49'46"E, 11.47 feet along a Northerly line of said Lot 17; thence 113.99 feet along a Westerly line of said Lot 17 being the arc of a 245.50 foot radius curve to the left whose long chord bears N53°59'00"E, 112.97 feet; thence S63°45'33"E, 87.30 feet along the South right of way of "Mather Street"; thence S26°19'10"W, 331.08 feet along an Easterly line of said Lot 17; thence S64°18'02"E, 166.12 feet along a Northerly line of said Lot 17 and its extension; thence 100.58 feet along the arc of a 1,816.08 foot radius curve to the right whose long chord bears S41°19'11"W, 100.57 feet; thence S43°35'20"W, 839.31; thence N63°50'01"W, 557.92 feet along the North Right-of-Way of "Kellogg Street" and its extension; thence 17.47 feet along the arc of an 11.00 foot radius curve to the right whose long chord bears N19°19'35"W, 15.69 feet to the East Right of Way of "North Broadway" also known as "U.S. Highway 141"; thence N26°09'57"E, 916.59 feet along East Right of Way to the point of beginning.

Planned Unit Development area contains 753,159 square feet/17.29 acres more or less.

SECTION 2. Pursuant to Section 13.1900, et seq., Green Bay Municipal Code, as they apply, the following conditions are imposed:

A. LAND-USE. The only permitted or conditional uses that may be established and/or maintained within the PUD area shall be those uses listed in the Downtown (D) Zoning District as enumerated within Section 13-700 of the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, with the following modifications:

1. Permitted Uses. The following uses shall also be considered permitted uses within the PUD area:

- a. Dormitories.
- b. Restaurant or bar with entertainment/nightclub.
- c. Multiple-family uses within Development Area "A", as depicted on Exhibit B - Development Areas, are only permitted as a component of a mixed-use building.
- d. Parking structures.
- e. Temporary parking may be provided as a permitted use to facilitate the incremental development of the overall site but is not intended to be a permanent principal use.
 - (1) Property containing temporary parking uses must remain for sale/lease and be actively marketed as such.
 - (2) Temporary parking shall be permitted no greater than five (5) years from the date of its construction. Annual extensions beyond the five (5) years shall require Plan Commission approval.

2. Conditional Uses. The following uses shall be considered conditional uses within the PUD area:

- a. Schools and colleges/universities (200+ capacity).
- b. Daycare homes, daycare centers and preschools.
- c. Community Gardens.
- d. Religious institution/place of worship (200+ capacity).
- e. Funeral homes.

3. Prohibited Uses. The following uses shall be prohibited within the PUD area:

- a. Furniture and appliance rental/leasing establishments.
- b. Tool/equipment rental facilities.
- c. Rooming/boarding house or shelter facilities.
- d. Motels.
- e. With the exception of structured or surface parking, vehicles service uses are prohibited. These include but are not limited to:
 - (1) Auto rental or sales
 - (2) Car wash
 - (3) Fueling/gas/service station

- (4) Motor vehicle repair
- (5) Outdoor display of vehicles

4. Accessory Uses. The following accessory uses shall be regulated within the PUD area as follows:
- a. Gardening and other horticultural uses shall require a Conditional Use Permit.
 - b. Private indoor recreational facilities shall be a permitted use.
 - c. Private outdoor recreational facilities shall require a Conditional Use Permit.
 - d. On-site energy generation and renewable energy sources shall require a Conditional Use Permit.
 - e. Ancillary structures such as kiosks, pavilions, information centers, refreshment stands and similar buildings are permitted accessory buildings. Ancillary structures are limited in number to no greater than six (6) and limited in size to no greater than 400 square feet individually/2,400 square in aggregate. Ancillary structures greater than 400 square feet shall require a Conditional Use Permit.
 - f. Accessory structures such as tool houses, sheds and similar buildings shall require a Conditional Use Permit.

- B. FINAL SITE PLAN APPROVAL. Following the adoption of this ordinance and prior to the issuance of building permits, the petitioner shall receive approval of final site plans from the CDRT (Community Development Review Team).

- C. DIMENSIONAL AND AREA REQUIREMENTS. Dimensional and area requirements shall meet the standards for the Downtown (D) Zoning District as set forth in Section 13-700 of the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, with the following modifications:

- 1. Lot Width and Area. Minimum lot width and lot area shall be regulated by use.
 - a. Attached single-family dwellings/townhomes: minimum lot width of 15 feet per unit with minimum lot area of 1,500 square feet per unit.
 - b. Multiple-family dwellings: minimum lot width of 40 feet with minimum lot area of 750 square feet per unit.
 - c. Mixed-use or non-residential: No minimum lot width or minimum lot area.
- 2. Floor area ratio (FAR)
 - a. Minimum FAR
 - (1) Development Area "A": 1.0.
 - (2) Development Areas "B" or "C": 0.5.
 - b. Maximum FAR throughout the PUD area: 5.0.

- c. Usable rooftops; exterior decks; patios; and unoccupied/non-accessible basements are not included in the FAR calculation.
 - d. Below-grade or above-grade structured parking may or may not be included in the FAR calculation.
3. Setbacks. Modifications to required setbacks are established by Development Area, as depicted on Exhibit B - Development Areas.
- a. Development Area "A"
 - (1) Front yard setback, principal structures: No minimum setback required for yards fronting the public right-of-way and land area dedicated to Elmore Commons. Maximum setback is 15 feet. Additionally, no less than 80% of a structures façade fronting the right-of-way shall be at 0 feet with the following inclusion:
 - i. Up to 20% of the required 0 foot setback structure frontage may be made up of active pedestrian scale hardscape areas including but limited to pedestrian entrances, public art installations, plazas and sidewalk cafes which will be calculated as if they are a structure façade.
 - (2) Front yard setback, surface parking: Minimum setback for yards fronting the public right-of-way for surface parking is 80 feet.
 - i. An exception to the minimum front yard setback for parking is established to allow driveway/drive aisle needed to access the parking area.
 - (3) Front yard setback, ancillary structures: Minimum setback for yards fronting the public right-of-way for ancillary structures is 80 feet when located on currently unimproved frontages. Ancillary structures located on improved frontages shall not be located between a principal structure and the right-of-way.
 - b. Development Areas "B"
 - (1) Front yard setback, principal structures: No minimum setback required for yards fronting the public right-of-way. Maximum setback is 15 feet.
 - (2) Front yard, surface parking: Surface parking shall not be permitted between a structures front façade and the public right-of-way.
 - (3) Rear yard, principal structure abutting Broadway: Minimum rear yard setback along the first 143 feet of the north lot line extending east from Broadway right-of-way line shall be five (5) feet.
 - (4) Rear yard, surface parking: No minimum setback for surface parking that abuts or is opposite surface parking on adjoining property.
 - c. Development Area "C"
 - (1) Setback, principal structures: Setbacks for principal structures within Development Area "C" shall meet the Nonresidential and Mixed-Use dimensional regulations of the Downtown (D) Zoning

District as set forth in Section 13-700 of the Green Bay Zoning Code.

- (2) Front yard, surface parking: Surface parking shall not be permitted between a structure's front façade and the public right-of-way.
 - (3) Rear and side yard: To accommodate shared access to rear or side yard parking areas, there shall be no rear or side yard setback for parking and drive aisles associated with attached single-family dwellings/townhomes.
- 4. Height. Modifications to minimum and maximum building heights are established by Development Area, as depicted on Exhibit B - Development Areas.
 - a. Development Areas "A"
 - (1) Principal structures
 - i. Minimum principal building height shall be three (3) stories/35 feet overall with the exception that the maximum height may be two (2) stories/25 feet along the public right-of-way to a maximum depth of 40 feet.
 - ii. Maximum principal building height shall be five (5) stories/70 feet.
 - (3) Accessory and ancillary structures
 - i. Accessory and ancillary structures shall have a maximum height of one (1) story/16 feet.
 - b. Development Area "B" and "C"
 - (1) Minimum building height shall be two (2) stories/25 feet.
 - (2) Maximum building height shall be four (4) stories/50 feet.
- 5. Impervious Surface. Modifications to impervious surface requirements are established by Development Area, as depicted on Exhibit B - Development Areas.
 - a. Development Area "A"
 - (1) Maximum impervious surface associated with structures is 100%.
 - (2) Maximum impervious surface associated with surface parking facilities is 50%. Also referenced in maximum parking area in Section G.2 of the PUD.
 - i. Impervious surface associated with temporary parking may be increased to no greater than 75%, with approval of the Director of Community and Economic Development.
 - b. Development Areas "B" and "C"
 - (1) Maximum impervious surface is 60%.
 - c. These requirements may be satisfied by taking an aggregate of the impervious surface/green space throughout the entire Development Area as an alternative to providing it on each individual lot within a particular Development Area.

- d. Beyond typical green space, when calculating impervious surface, exposed balconies; decks; patios; active hardscaped plazas; roof gardens; green roofs and planters may be included as pervious surfaces.
- e. This Section does not negate or supersede landscaping requirements as set forth within the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, Section 13-1800.

D. **STORM WATER MANAGEMENT AND GRADING PLAN.** A storm water management and grading plan meeting the standards established by the Department of Public Works, Brown County, and the State of Wisconsin shall be submitted to and approved by the City prior to the issuance of building permits.

- 1. The storm water management and grading plan shall be comprehensive and take into account expected build-out of the entire PUD area as depicted on Exhibit A – Location Map.
 - a. With approval of the Department of Public Works, this requirement may be adjusted to address only storm water management needs of the specific Development Area for which development is proposed, as depicted on Exhibit B – Development Areas.
- 2. Stormwater management facilities should function not only as a utility but also as an integral site amenity.
 - a. Designed with landscaping providing human-scale interest and incorporating native plant species where possible.
 - b. Include public interface and interaction through the use of site amenities such as walking paths, sitting areas, art and educational/interpretive signage.

E. **SIGNAGE.** Signage throughout the PUD area shall be regulated as follows:

- 1. Signage shall meet the standards for the Downtown (D) Zoning District as set forth in Section 13-2000 of the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, with the following modifications:
 - a. Free-standing Signage. Freestanding ground signage within the PUD is limited to monument signs. Pole/pylon signs are prohibited.
 - b. Wall Signage. One (1) wall sign and one (1) awning sign shall be permitted on each building façade facing a public right-of-way or land area dedicated to Elmore Commons within Development Area "A".
 - (1) In multiple-tenant buildings, one (1) wall sign and one (1) awning/canopy sign shall be permitted per tenant.
 - (2) Total wall and awning/canopy sign area shall not exceed 20% of the overall area of the façade for which it is located or 600 square feet, whichever is greater. No individual sign shall exceed 200 square feet.

- (3) The sign copy area of awning/canopy signs shall not exceed 25% of the background area of the awning surface to which it is affixed. Non-commercial graphic treatments on awnings/canopies are not considered sign copy.
 - c. Projecting signage. Each individual unit/tenant space facing a public right-of-way or land area dedicated to Elmore Commons shall be permitted one projecting sign.
 - (1) Projecting sign area shall not exceed 45 square feet per sign.
 - (2) Projecting signs on a single façade shall have a minimum separation of 20 feet.
 - c. Signage identifying uses located within the PUD boundaries, although not on the parcel for which the use is located, is permitted at vehicular and pedestrian ingress/egress locations along the east side of North Broadway, north side of Kellogg Street, south side of Bond Street and west side of Donald Driver Way.
 - (1) Such free-standing signage shall meet the dimensional and sign area standards and allowances for monument signs and is included in the calculation of maximum allowed signs and sign area.
 - (2) Such signage attached to buildings shall meet the dimensional and sign area standards and allowances of wall signs and is included in the calculation of maximum allowed signs and sign area.
 - d. Directional signage (not associated with commercial advertising) shall be permitted throughout the development area and meet the standards set forth within the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, Section 13-2005 with the following modifications:
 - (1) A term or logo identifying the development area as a whole such as "The Rail Yard" or "The Rail Yard Innovation Center" shall be considered directional signage when used as an accent feature for amenities such as fence railing, furniture, gateway markers, etc.
 - (2) Signage area for regular directional signs shall not exceed 15 square feet per sign. Signage related to development area identification shall not exceed 20 square feet per sign.
- F. REFUSE AND MECHANICALS. Screening of refuse material containers and mechanical equipment throughout the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, Section 13-1800 and further regulated as follows:
 - 1. Refuse material containers and mechanical equipment shall not be located between a principal structure's front facade and the public right-of-way and shall be screened so as not to be visible from the public right-

of-way with materials compatible to the nearest structure.

2. Shared communal recycling/trash may be utilized in lieu of dedicated space on individual sites provided that proof of sufficient capacity exists for the number of proposed users and a recorded shared access/use agreement is provided.

G. PARKING. Parking shall meet the following general standards:

1. Non-residential uses shall have no minimum automobile parking requirements.
 - a. Bicycle parking shall be provided on-site at the rate of one (1) space per ten (10) established permanent surface automobile spaces. Bicycle parking facilities shall be located on a hard surface area with clear access to the public right-of-way and building entrances and shall not conflict with pedestrian or motorized traffic.
2. Residential uses shall provide a minimum of one (1) automobile parking space per dwelling unit, though the space does not need to be dedicated to the dwelling unit itself.
 - a. This requirement may be met through the use of shared parking facilities located throughout the PUD area providing that the total required spaces are met.
 - b. Spaces utilized to meet the residential parking requirements must be protected through ownership and/or a recorded shared access and parking agreement.
3. Maximum area associated with surface parking facilities within Development Area "A" shall be no greater than 50% of the total land area of Development Area "A".
 - a. Temporary parking may be increased to no greater than 75%, with approval of the Director of Community and Economic Development.
4. When incremental development is proposed, a parking analysis identifying current conditions and future demand within the entire PUD area may be required to be submitted as part of the site plan process.

H. LIGHTING. Lighting throughout the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, Section 13-500 and further regulated as follows:

1. Parking lot lighting shall consist of sharp cut-off fixtures and shall not exceed twenty-five (25) feet in height, as measured from ground level.
2. Pedestrian lighting for walkways shall not exceed sixteen (16) feet in height, as measured from ground level.

3. Lighting shall be coordinated within the PUD area and be consistent in style & type.
 - a. Differentiation of ground mounted lighting may be permitted if consistency is established within each identified Development Area of the PUD.
 - b. Wall or roof-mounted lighting shall be integrated into overall building design. Fixtures shall be consistent for the either the entire building or alternatively for each of the buildings individual units.
 4. Lighting plan indicating fixtures, placement, and height shall be included as part of the site plan submittal.
- I. LANDSCAPING. Landscaping throughout the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Chapter 13, Green Bay Municipal Code, Section 13-1800 and the standards as set forth within this PUD and further regulated as follows:
1. Landscape plans shall be submitted with all commercial and mixed-use developments as part of the site plan process.
- J. ARCHITECTURE. The purpose of this Section is to regulate the design and materials used for buildings within the PUD to maintain and enhance the aesthetic, function, and values of property within the greater area. This Section is further intended to support a pedestrian-orientated urban environment that maintains a consistent character of development emphasizing design principals of human scale and visual interest.
1. Applicability. Architectural design of new construction, additions to existing buildings, and alterations to existing buildings within the PUD area shall meet the standards as set forth below:
 - a. New Construction. The requirements of this Section shall apply to all structures and buildings within the PUD area constructed after the effective date of its adoption.
 - b. Existing Buildings. Existing buildings should exercise repair over replacement whenever feasible.
 - (1) Additions. Additions to buildings constructed prior to the effective date of the PUD adoption shall match or be substantially similar to the design and material of the existing building.
 - (2) Alterations/Renovation. For all buildings constructed prior to the effective date of the PUD adoption, alterations and renovations shall have the option of complying with the standards of this Section or match/be substantially similar to the design and material of the existing building.
 - c. Exceptions and Appeals. Exceptions to the Architectural Design Standards of the PUD may be granted by the Director of Community

and Economic Development to permit substitute building materials, construction of comparable quality or design, or to enable unique and inventive architectural concepts when it can be demonstrated that such exception(s) are keeping with the purpose of this Section.

- (1) Decisions rendered by the Director of Community and Economic Development may be appealed to the Plan Commission.
- (2) The Plan Commission is authorized to grant variances from the strict application of the Architectural Design Standards of the PUD.

2. Architectural Design Standards.

a. Orientation.

- (1) Front façades shall face the street right-of-way, land area dedicated to Elmore Commons or pedestrian way/internal drive aisle (if building does not front the right-of-way). Corner-side facades should include windows, doors and/or other architectural components typically associated with front facades, though overall emphasis should be placed on the primary elevation.
- (2) Service or loading areas shall not be permitted between the building and the street right-of-way, land dedicated to Elmore Commons or pedestrian way/internal drive aisle for which the building fronts.

b. Exterior Materials. Building materials should be durable and appropriate for the district.

(1) Exterior building façades shall be predominately:

- i. Brick or brick veneer.
- ii. Stone or stone veneer.
- iii. Glass (curtain/storefront).
- iv. Windows and doors.

- (2) The following materials may be used as secondary building façade materials. Secondary materials shall not cumulatively exceed 30% of any façade in Development Area A. In Development Areas B and C, secondary materials shall not cumulatively exceed 30% of any façade facing the public right-of-way, land area dedicated as Elmore Commons, or pedestrian way/internal drive aisle for which the building fronts (if building does not front the right-of-way) and 50% of any façade not facing the public right-of-way, land area dedicated as Elmore Commons, or pedestrian way/internal drive aisle for which the building fronts (if building does not front the right-of-way):

- i. Concrete panels.
- ii. Decorative or split-face block.
- iii. Architectural/decorative metals.
- iv. Wood or wood composite.
- v. Cementitious panels/siding.
- vi. Stucco or exterior insulation and finish system (EIFS).

- (3) The following materials are prohibited exterior building façade materials:
 - i. Smooth face or non-decorative block.
 - ii. Asphaltic, fiberglass, vinyl or metal siding.
 - iii. Non-decorative metal panels or corrugated metal.
 - iv. Plywood, chipboard, rough texture wood siding, or other non-decorative wood.
 - v. Imitation/"fake" brick or stone and gravel aggregates.
- (4) Material substitutions may be permitted as an exception per Section J.1.c of the PUD.
 - i. Materials listed in Section J.4.b.(3) above may be used as accent materials, not to cumulatively exceed 15% of any individual building façade.
 - ii. Material not listed within the PUD but of comparable design and quality may be substituted for a primary or secondary building façade material.
- c. Façade Articulation. Buildings shall be designed to provide interest and variety. Flat, unadorned walls should be avoided.
 - (1) Façade lengths shall not be greater than 40 feet without articulation including but not limited to:
 - i. Division of façade into individual components (i.e. storefronts, distinct uses) through the use of architectural elements such as entrances, arcades, windows, balconies, awnings, marquees, etc.
 - ii. Recesses or projections of the main façade plane.
 - iii. Recesses or projections of upper floors from the ground floor façade plane.
 - iv. Vertical division using different materials and textures.
 - v. Roof form variation such as the change in roof lines or roof types.
 - (2) Facades facing the right-of-way, land area dedicated as Elmore Commons or pedestrian way/internal drive aisle for which the building fronts (if building does not front the right-of-way) shall consist of a minimum percentage of windows and doors to promote a visual connection. Mirrored, smoked, or heavily tinted glass is prohibited. The minimum percentage of windows and doors are based on floor and use as follows:
 - i. Ground floor, nonresidential use. Total area of windows and doors shall comprise no less than 50% of the ground floor façade area.
 - ii. Ground floor, residential use. Total area of windows and doors shall comprise no less than 20% of the ground floor façade area.
 - iii. Upper floors, all uses. Total area of windows and doors shall comprise no less than 25% of the total façade area above the ground floor.

- d. Building Entrances. Main entrances shall be clearly identified and articulated through the use of detailing, distinctive materials and/or colors, projections, recesses or other comparable element.
 - (1) Main entries are defined as those regularly used by employees, customers, residents and/or visitors.
 - (2) Commercial entries are to be clear glass and/or have equal amount of sidelight glass to opaque doors.
- e. Patios, Decks and Balconies.
 - (1) Ground level patios and decks facing the right-of-way, land area dedicated as Elmore Commons or pedestrian way/internal drive aisle for which the building fronts (if building does not front the right-of-way) shall be bordered with landscape treatments.
 - (2) Exterior stairs leading to a deck or balcony are not permitted on the front or right-of-way side of the building.
 - (3) Upper-story decks and balconies located on the wall shall be cantilevered (without any visible supports), stacked (supported by vertical columns), or hung (supported by chains from above).
- f. Roofs. Flat roofs are preferred. Pitched roofs are permitted if they are consistent with the building's architectural style or the character of the surrounding area.
 - (1) Rooftop terraces, decks, and gardens are highly encouraged.
- g. Mechanical and Exterior Building Systems. Mechanical and exterior building systems should be integrated into the overall building design.
 - (1) Roof-mounted equipment shall be screened, preferably by parapet walls. Screening shall be architecturally compatible with the structure which it is attached, be of identical or substantially similar materials used on the nearest building façade and designed as an integral part of the building.
 - (2) Wall mounted equipment are not permitted on the front or right-of-way side of the building.

K. ACCESS AND CIRCULATION. Access and circulation for automobile and pedestrian traffic shall be established in substantial conformity with Exhibit C - Circulation Plan.

- 1. Areas identified as "Bond Street Extended" and "Donald Driver Way Extended" shall be dedicated to the public as street right-of-way.
 - a. "Bond Street Extended" and "Donald Driver Way Extended" shall connect North Broadway and Kellogg Street.
- 2. Areas identified as "Elmore Commons" shall either be dedicated to the public to act as a pedestrian mall or, if privately held, provide for public access and use through permanent easement(s).
 - a. "Elmore Commons" shall act as a pedestrian and bicycle link between North Broadway, Donald Driver Way extended and the

- multiple-use trail to be located along the eastern boundary of the PUD area.
- b. One vehicular crossing from internal parking areas shall be permitted to traverse "Elmore Commons" within Development Area "A" if the following measures to ensure pedestrian safety are incorporated into its design, with final design approval by the Director of Community and Economic Development:
 - (1) Width of vehicle crossing shall not exceed 22 feet and any other surface pavement adjacent to "Elmore Commons" but outside the designated crossing include barrier(s) that prohibit vehicle movement.
 - (2) Pedestrian element of "Elmore Commons" is emphasized over the vehicular element through the use of different material/colors and is grade separated from adjoining drive aisles by means such as mountable curbing or a speed table.
 - (3) Signage and/or decorative gate mechanisms is installed on both the north and south side of the crossing, identifying "Elmore Commons" as a pedestrian way and possibly have the ability to limit vehicle crossing.
- 3. Areas identified as a multiple-use trail shall be dedicated to the public or if privately held provide for public access and use through permanent easement(s).
 - a. Multiple-use trail shall act as a pedestrian and bicycle link between "Bond Street extended", "Elmore Commons" and Kellogg Street.
 - 4. Coordinated pedestrian connections linking all individual building entries, public rights-of-way, "Elmore Commons", and the multiple-use trail within the PUD area through the use of public sidewalks and/or private walks/trails.

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.

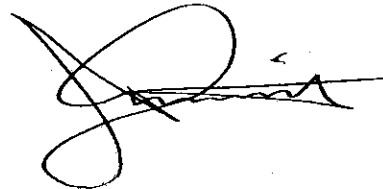
SECTION 6. In addition to all other remedies available to the City of Green Bay, the City may decline to issue any building or other permits otherwise required by any ordinance of this City while any violation of this ordinance remains uncured.

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.

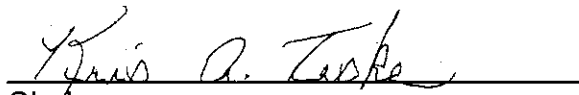
Dated at Green Bay, Wisconsin, this 16 day of October, 2018.

APPROVED:



Mayor

ATTEST:



Clerk

DB

9/18/18

Attachments:

Exhibit A - Location Map

Exhibit B - Development Areas

Exhibit C - Circulation Plan

EXHIBIT A - LOCATION MAP

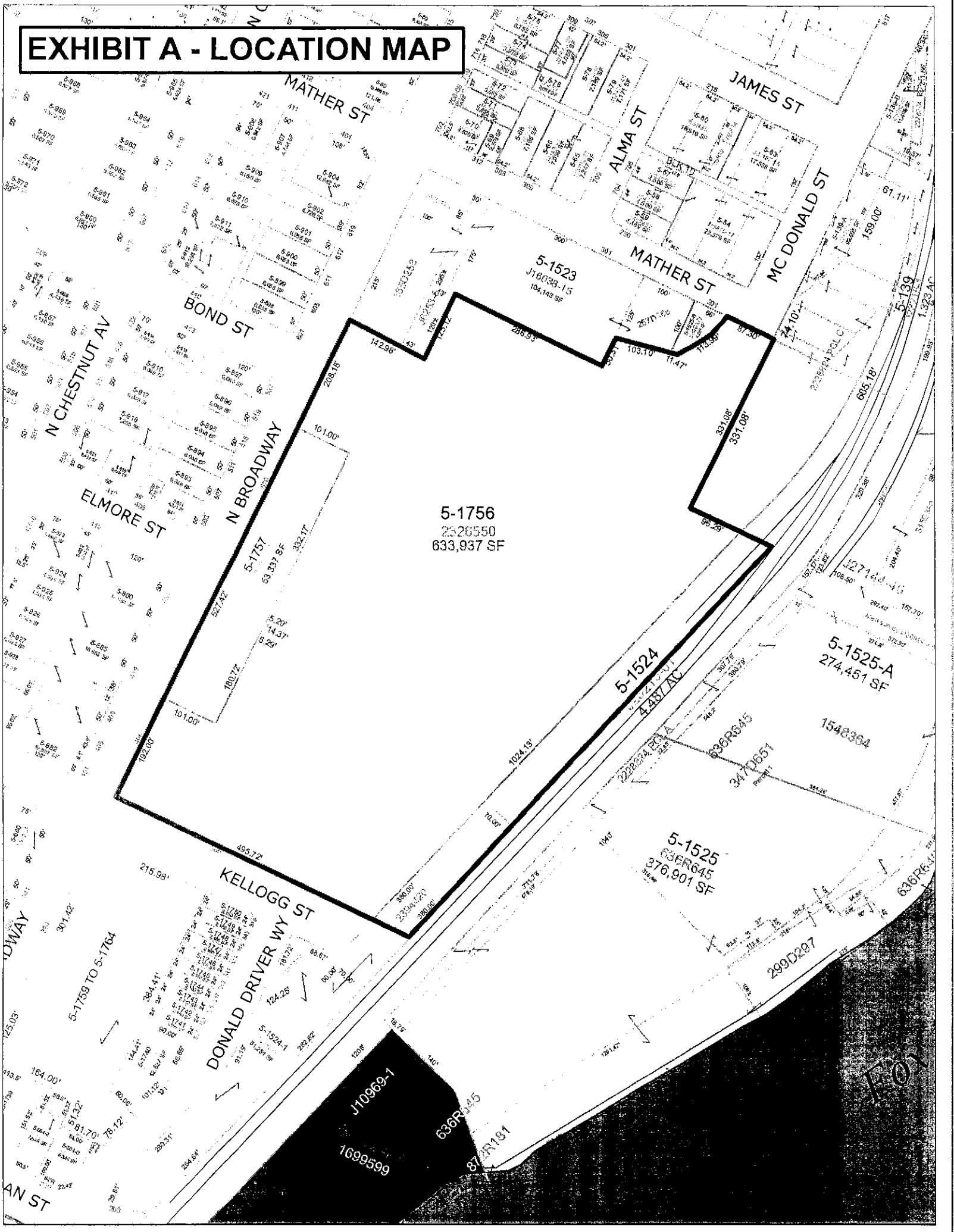


EXHIBIT A - LOCATION MAP

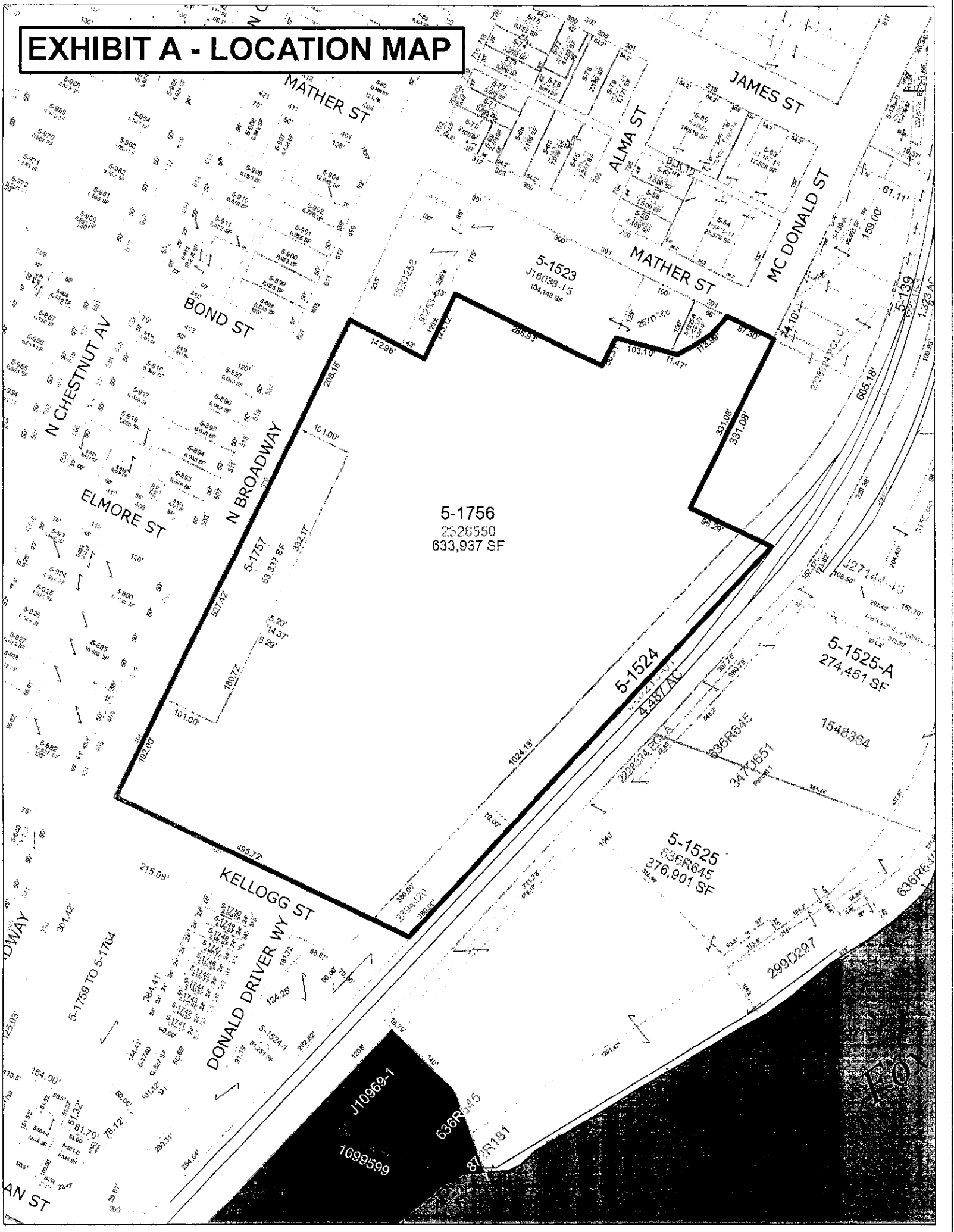


EXHIBIT B - DEVELOPMENT AREAS

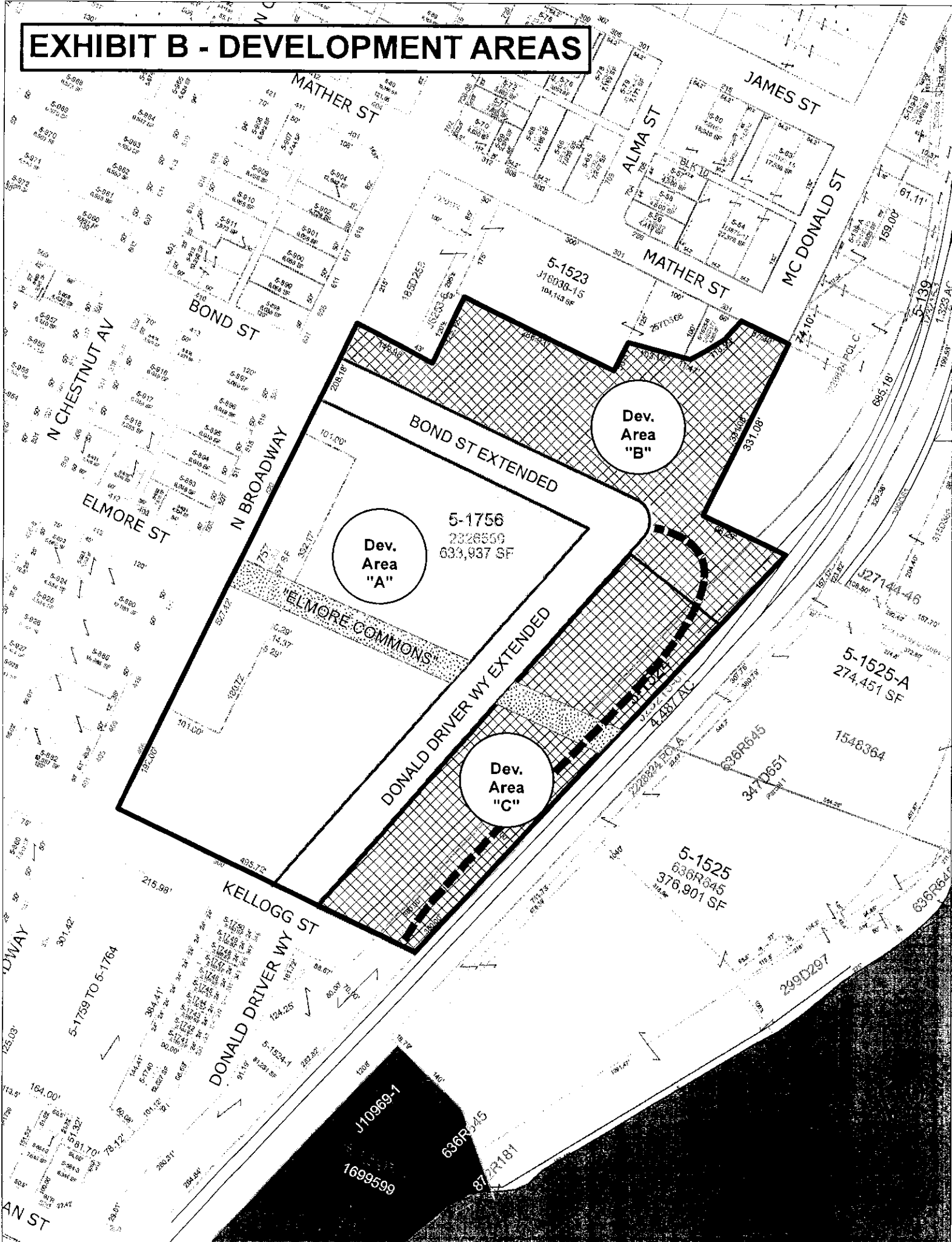
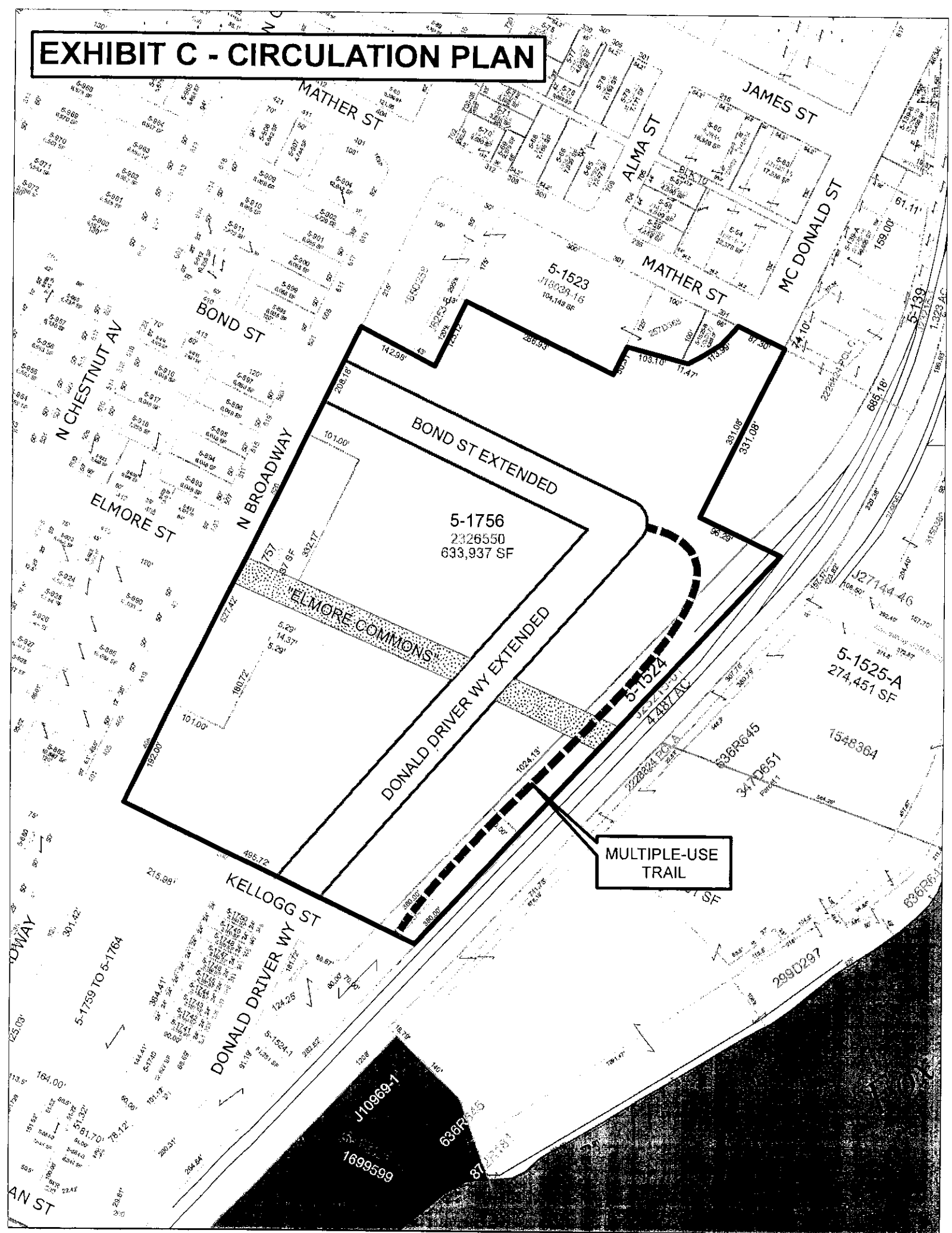


EXHIBIT C - CIRCULATION PLAN



ZONING ORDINANCE NO. 16-21

AN ORDINANCE AMENDING
ZONING ORDINANCE NO. 15-18 FOR THE
PLANNED UNIT DEVELOPMENT ON THE EAST SIDE
OF NORTH BROADWAY (400 THROUGH 600 BLOCK)
(ZP 21-30)

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

SECTION 1. Pursuant to Section 44-29, Green Bay Municipal Code, together with the zoning map referred to therein, the Planned Unit Development (PUD) for the 400-600 Block of Broadway is hereby amended by adding the following language:

SECTION 2.A.1.c.(1). Multiple-family uses within Development Area “A-2,” as depicted on “Exhibit A: Development Areas – Amended,” are permitted to contain residential uses on the ground/first floor of a mixed-use building, with the exception of the Broadway frontage which must remain limited to active non-residential uses with the structure built to commercial building code standards applicable to business/assembly use. Ground/first floor residential uses shall include individual entrances onto the public right of way.

SECTION 2. 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 3. 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.

The exhibit attached to Zoning Ordinance 15-18 and identified as Exhibit B is hereby repealed. The attached “Exhibit A: Development areas – Amended” hereby replaces said former Exhibit B.

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

SECTION 5. 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 6. 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 7. This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, 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

db

Attachment: Exhibit A: Development Areas – Amended

EXHIBIT A - DEVELOPMENT AREAS AMENDED

The map illustrates four development areas within a larger tract, bounded by Mather St to the north, Alma St to the northeast, James St to the east, McDonald St to the southeast, Bond St to the south, N Broadway to the southwest, N Chestnut Av to the west, and Elmore St to the southwest. Kellogg St runs along the southern boundary of the main development area.

- Dev. Area "A"** (Yellow): A large central area, bounded by Bond St to the north, N Broadway to the west, and Donald Dr to the south. It contains a sub-area labeled "ELMORE COMMONS".
- Dev. Area "A-2"** (Orange): A small area located south of Dev. Area "A", bounded by Donald Dr to the north and Kellogg St to the south.
- Dev. Area "B"** (Pink): A large area located east of Dev. Area "A", bounded by Mather St to the north, Alma St to the northeast, and Bond St to the south.
- Dev. Area "C"** (Blue): A small area located south of Dev. Area "A", bounded by Donald Dr to the north and Kellogg St to the south.

Other features and labels on the map include:

- Streets:** Mather St, Alma St, James St, McDonald St, Bond St, N Broadway, N Chestnut Av, Elmore St, Kellogg St, Donald Dr, Vares, and Kellogg St.
- Lots and Units:** LOT 1, LOT 2, LOT 3, LOT 4, LOT 5, LOT 6, LOT 7, LOT 8, LOT 9, LOT 10, LOT 11, LOT 12, LOT 13, LOT 14, LOT 15, LOT 16, LOT 17, LOT 18, LOT 19, LOT 20, LOT 21, LOT 22, LOT 23, LOT 24, LOT 25, LOT 26, LOT 27, LOT 28, LOT 29, LOT 30, LOT 31, LOT 32, LOT 33, LOT 34, LOT 35, LOT 36, LOT 37, LOT 38, LOT 39, LOT 40, LOT 41, LOT 42, LOT 43, LOT 44, LOT 45, LOT 46, LOT 47, LOT 48, LOT 49, LOT 50, LOT 51, LOT 52, LOT 53, LOT 54, LOT 55, LOT 56, LOT 57, LOT 58, LOT 59, LOT 60, LOT 61, LOT 62, LOT 63, LOT 64, LOT 65, LOT 66, LOT 67, LOT 68, LOT 69, LOT 70, LOT 71, LOT 72, LOT 73, LOT 74, LOT 75, LOT 76, LOT 77, LOT 78, LOT 79, LOT 80, LOT 81, LOT 82, LOT 83, LOT 84, LOT 85, LOT 86, LOT 87, LOT 88, LOT 89, LOT 90, LOT 91, LOT 92, LOT 93, LOT 94, LOT 95, LOT 96, LOT 97, LOT 98, LOT 99, LOT 100, LOT 101, LOT 102, LOT 103, LOT 104, LOT 105, LOT 106, LOT 107, LOT 108, LOT 109, LOT 110, LOT 111, LOT 112, LOT 113, LOT 114, LOT 115, LOT 116, LOT 117, LOT 118, LOT 119, LOT 120, LOT 121, LOT 122, LOT 123, LOT 124, LOT 125, LOT 126, LOT 127, LOT 128, LOT 129, LOT 130, LOT 131, LOT 132, LOT 133, LOT 134, LOT 135, LOT 136, LOT 137, LOT 138, LOT 139, LOT 140, LOT 141, LOT 142, LOT 143, LOT 144, LOT 145, LOT 146, LOT 147, LOT 148, LOT 149, LOT 150, LOT 151, LOT 152, LOT 153, LOT 154, LOT 155, LOT 156, LOT 157, LOT 158, LOT 159, LOT 160, LOT 161, LOT 162, LOT 163, LOT 164, LOT 165, LOT 166, LOT 167, LOT 168, LOT 169, LOT 170, LOT 171, LOT 172, LOT 173, LOT 174, LOT 175, LOT 176, LOT 177, LOT 178, LOT 179, LOT 180, LOT 181, LOT 182, LOT 183, LOT 184, LOT 185, LOT 186, LOT 187, LOT 188, LOT 189, LOT 190, LOT 191, LOT 192, LOT 193, LOT 194, LOT 195, LOT 196, LOT 197, LOT 198, LOT 199, LOT 200, LOT 201, LOT 202, LOT 203, LOT 204, LOT 205, LOT 206, LOT 207, LOT 208, LOT 209, LOT 210, LOT 211, LOT 212, LOT 213, LOT 214, LOT 215, LOT 216, LOT 217, LOT 218, LOT 219, LOT 220, LOT 221, LOT 222, LOT 223, LOT 224, LOT 225, LOT 226, LOT 227, LOT 228, LOT 229, LOT 230, LOT 231, LOT 232, LOT 233, LOT 234, LOT 235, LOT 236, LOT 237, LOT 238, LOT 239, LOT 240, LOT 241, LOT 242, LOT 243, LOT 244, LOT 245, LOT 246, LOT 247, LOT 248, LOT 249, LOT 250, LOT 251, LOT 252, LOT 253, LOT 254, LOT 255, LOT 256, LOT 257, LOT 258, LOT 259, LOT 260, LOT 261, LOT 262, LOT 263, LOT 264, LOT 265, LOT 266, LOT 267, LOT 268, LOT 269, LOT 270, LOT 271, LOT 272, LOT 273, LOT 274, LOT 275, LOT 276, LOT 277, LOT 278, LOT 279, LOT 280, LOT 281, LOT 282, LOT 283, LOT 284, LOT 285, LOT 286, LOT 287, LOT 288, LOT 289, LOT 290, LOT 291, LOT 292, LOT 293, LOT 294, LOT 295, LOT 296, LOT 297, LOT 298, LOT 299, LOT 300, LOT 301, LOT 302, LOT 303, LOT 304, LOT 305, LOT 306, LOT 307, LOT 308, LOT 309, LOT 310, LOT 311, LOT 312, LOT 313, LOT 314, LOT 315, LOT 316, LOT 317, LOT 318, LOT 319, LOT 320, LOT 321, LOT 322, LOT 323, LOT 324, LOT 325, LOT 326, LOT 327, LOT 328, LOT 329, LOT 330, LOT 331, LOT 332, LOT 333, LOT 334, LOT 335, LOT 336, LOT 337, LOT 338, LOT 339, LOT 340, LOT 341, LOT 342, LOT 343, 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LOT 455, LOT 456, LOT 457, LOT 458, LOT 459, LOT 460, LOT 461, LOT 462, LOT 463, LOT 464, LOT 465, LOT 466, LOT 467, LOT 468, LOT 469, LOT 470, LOT 471, LOT 472, LOT 473, LOT 474, LOT 475, LOT 476, LOT 477, LOT 478, LOT 479, LOT 480, LOT 481, LOT 482, LOT 483, LOT 484, LOT 485, LOT 486, LOT 487, LOT 488, LOT 489, LOT 490, LOT 491, LOT 492, LOT 493, LOT 494, LOT 495, LOT 496, LOT 497, LOT 498, LOT 499, LOT 500, LOT 501, LOT 502, LOT 503, LOT 504, LOT 505, LOT 506, LOT 507, LOT 508, LOT 509, LOT 510, LOT 511, LOT 512, LOT 513, LOT 514, LOT 515, LOT 516, LOT 517, LOT 518, LOT 519, LOT 520, LOT 521, LOT 522, LOT 523, LOT 524, LOT 525, LOT 526, LOT 527, LOT 528, LOT 529, LOT 530, LOT 531, LOT 532, LOT 533, LOT 534, LOT 535, LOT 536, LOT 537, LOT 538, LOT 539, LOT 540, LOT 541, LOT 542, LOT 543, LOT 544, LOT 545, LOT 546, LOT 547, LOT 548, LOT 549, LOT 550, LOT 551, LOT 552, LOT 553, LOT 554, LOT 555, LOT 556, LOT 557, LOT 558, LOT 559, LOT 560, LOT 561, LOT 562, LOT 563, LOT 564, LOT 565, LOT 566, LOT 567, LOT 568, LOT 569, LOT 570, LOT 571, LOT 572, LOT 573, LOT 574, LOT 575, LOT 576, LOT 577, LOT 578, LOT 579, LOT 580, LOT 581, LOT 582, LOT 583, LOT 584, LOT 585, LOT 586, LOT 587, LOT 588, LOT 589, LOT 590, LOT 591, LOT 592, LOT 593, LOT 594, LOT 595, LOT 596, LOT 597, LOT 598, LOT 599, LOT 600, LOT 601, LOT 602, LOT 603, LOT 604, LOT 605, LOT 606, LOT 607, LOT 608, LOT 609, LOT 610, LOT 611, LOT 612, LOT 613, LOT 614, LOT 615, LOT 6

TWG Development, LLC

1301 E Washington St., Suite 100
Indianapolis, IN 46202
T 317.264.1833
www.twgdev.com



Nov 8th, 2021

David Buck, cc: Neil Stechschulte

City of Green Bay, WI

RE: Request for Administrative Exception and Amendment to Rail Yard PUD

Dear Mr. Buck,

TWG is pleased to submit updated designs for our proposed multifamily development in Green Bay's Rail Yard Planned Unit Development.

We have attached architectural drawings of our latest design of the proposed development. Overall, it is nearly indistinguishable from the previously approved plans. The design aims to deliver a mix of uses that will activate and beautify the Rail Yard district, spurring further economic and cultural development. In this, it adheres closely to the vision of the community closely--a significant shift from previous big box proposals that threatened the integrity of the area's urban fabric.

In an effort to ensure the success and financial feasibility of this project, TWG is requesting the renewal of previous administrative exceptions and some flexibility in the PUD's permitted uses. All of these requests, we feel, follow the vision of the community and the PUD, replacing a blighted industrial property with a quality urban asset.

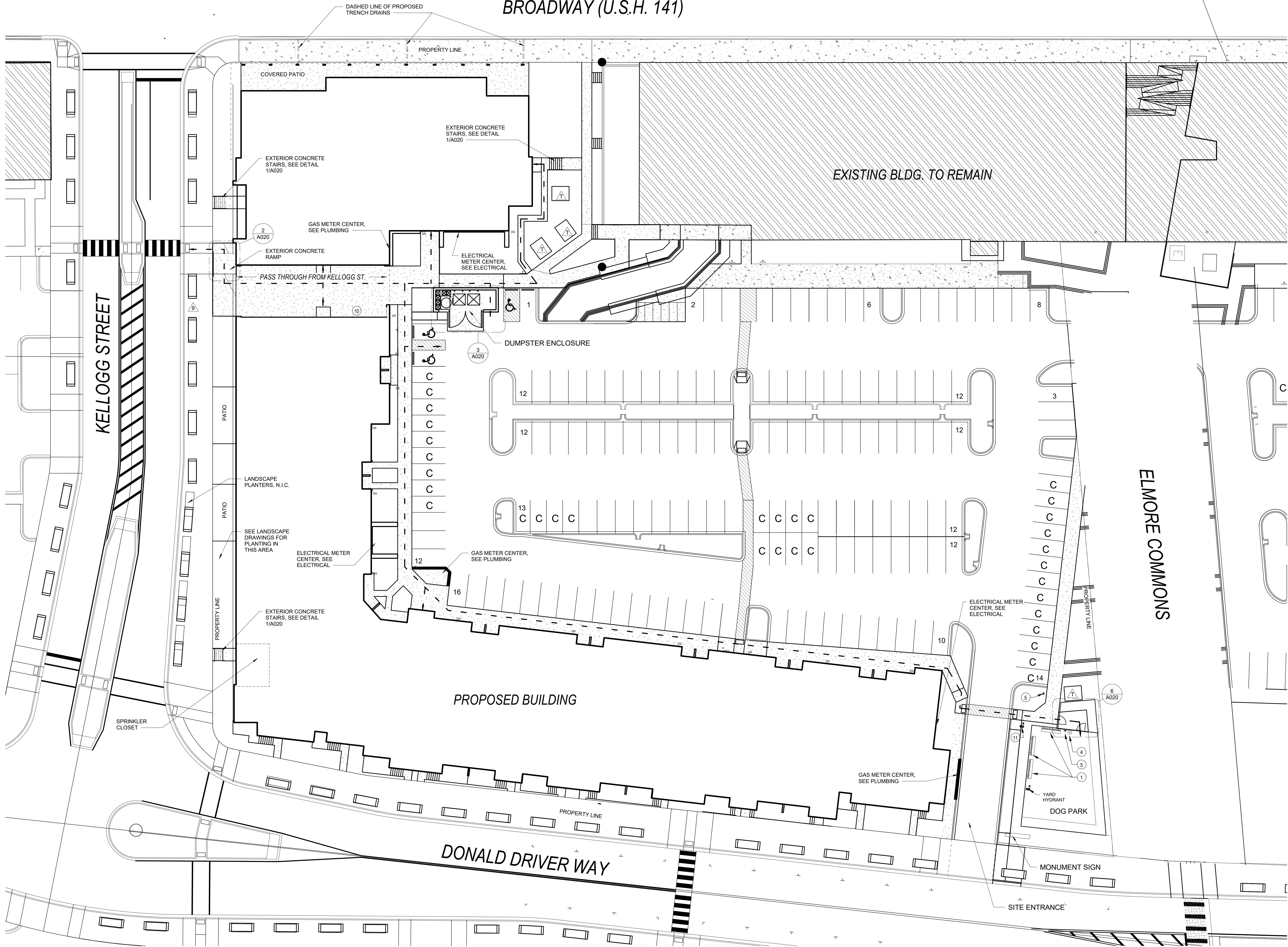
- Please affirm the applicability of past administrative exceptions for public art, setbacks, mechanical screening, shared parking, and façade materials to updated drawings.
- Creation of a subsection of Development Area A known as A-2, bounded by TWG's Lot 7's property lines. For this Area A-2, all standards for Development Area A except under Section 2.A.1 as follows. Multiple-family uses should be permitted uses as long as the Broadway frontage prioritizes the pedestrian experience and is exclusively used for active, non-residential purposes such as retail, outdoor patio, or resident social and coworking spaces. A minimum of 1,000 square feet of this frontage must be a commercial tenant regularly open to the public, with the remaining frontage able to be easily converted to additional retail in the future.

Thank you for your consideration and feedback as we collaborate on this new addition to the city.

Sincerely,

J.B. Curry | President of Development

TWG Development, LLC



SITE PLAN GENERAL NOTES

1. SEE CIVIL DRAWINGS FOR FLOOR ELEVATION BENCHMARKS.
2. SEE OVERALL BUILDING PLANS, A100 SERIES FOR EXACT UNIT ORIENTATION. SEE UNIT PLANS, A400 SERIES, FOR ALL DIMENSIONS AND NOTING OF INTERIOR WALLS, DOORS, ETC...
3. THE ARCHITECTURAL SITE PLAN GRAPHICALLY INDICATES THE APPROXIMATE LOCATION OF BUILDINGS, DRIVES & PARKING.
4. ALL SITE WORK MUST BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THE APPROVED CIVIL DRAWINGS. REFER TO CIVIL ENGINEERS DRAWINGS FOR ALL GRADING, UTILITY WORK, DRAINAGE, DIMENSIONAL CONTROLS, BUILDING FLOOR ELEVATION BENCHMARKS AND LOCATION OF REQUIRED RETAINING WALLS AT BUILDINGS.
5. BUILDING STEP LOCATIONS ARE FOR COORDINATION PURPOSES. REVIEW ELEVATIONS SHOWN ON CIVIL DRAWINGS. NOTIFY ARCHITECT OF ANY DISCREPANCIES.
6. REFER TO MECHANICAL ENGINEERS DRAWINGS FOR LOCATIONS OF ALL PANELS, METERS, TRANSFORMERS, CLEANOUTS, AND PARKING LOT LIGHTING.
7. TREES PLANTED ADJACENT TO ACCESSIBLE ROUTES AND AREAS MUST NOT HAVE LIMBS OVER ACCESSIBLE ROUTES AND AREAS BELOW 7'-0" OF THE WALKING SURFACE.
8. VERIFY LOCATION AND STYLE FOR STOP SIGN, NO SOLICITING SIGN, CHILDREN PLAY AREA SIGN & ALL OTHER SIGNAGE FOR THIS PROPERTY WITH OWNER.
9. WHERE BIKE RACKS AND GRILLS ARE SHOWN, PROVIDE CONCRETE PAD CONNECTED TO AN ACCESSIBLE ROUTE. IF SIZES ARE NOT SHOWN, NOTIFY ARCHITECT.
10. REFER TO A020 FOR DUMPSTER ENCLOSURE DETAILS.

NOTE: REFER TO CIVIL DRAWINGS AND SITE DESIGN AND FEASIBILITY REPORT FOR FLOOD MITIGATION REQUIREMENTS AND GRADING AND DRAINAGE PLANS.

SITE PLAN LEGEND

- | | |
|---------------|---|
| M.C. | METER CENTER, SEE ARCHITECTURAL AND ELECTRICAL DRAWINGS FOR EXACT LOCATIONS |
| S.C. | SPRINKLER CLOSET |
| F.D.C. | FIRE DEPARTMENT CONNECTION, SEE PLUMBING AND SITE UTILITY DRAWINGS |
| | VAN ACCESSIBLE PARKING SPACE |
| | ACCESSIBLE PARKING SPACE |
| | ACCESSIBLE ROUTE |
| | DIRECTION OF VEHICLE TRAFFIC |
| | TRANSFORMER PAD - REFER TO MEP |

NOTE: REFER TO SHEET A020 FOR SITE ACCESSORY SCHEDULE & KEYNOTES

REVISIONS

NO.	DATE	DESCRIPTION
4	7/10/2020	ASI 000
5	08/10/2020	ASI 001
9	10/08/2021	ASI 005
10	10/27/2021	ASI 006

PROJ. NO. | DATE
19107 | 07-10-2020

SHEET NAME
ARCHITECTURAL
SITE PLAN

SHEET NO.

A010



1 PLAN - SITE - 1"=20'
1" = 20'-0"

KELLOGG STREET

BROADWAY (U.S.H. 141)

DONALD DRIVER WAY

EXISTING BLDG. TO REMAIN



FIFTH DIMENSION
ARCHITECTURE + INTERIORS LLC

ISSUED FOR
CONSTRUCTION

THE FORT AT THE RAIL YARD
GREEN BAY APARTMENTS

419 DONALD DRIVER WAY | GREEN BAY, WI 54303

GENERAL NOTES - FLOOR PLANS

- FLOOR TRUSSES ARE TO BE POSITIONED SO THEY DO NOT INTERFERE WITH PLUMBING AND HVAC. ADJUST SPACING AS NECESSARY. REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION.
- DETAILED FLOOR AND ROOF TRUSS FRAMING DIAGRAMS ARE TO BE FURNISHED BY A STRUCTURAL ENGINEER LICENSED IN THE STATE.
- ROUGH OPENINGS IN EXTERIOR WALLS SHALL BE UPSIZED APPROXIMATELY 1/2" TO ACCOMMODATE SHRINKAGE AT GROUND FLOOR OF WOOD BUILDINGS.
- REFER TO STRUCTURAL PLANS FOR TRUSS CONFIGURATION, LOCATION, AND SPACING. POSITION TRUSSES SO THEY DO NOT INTERFERE WITH PLUMBING AND MECHANICAL ROUTING.
- ALL DIMENSIONS ARE TO FACE OF STUDS.
- ALL CONTRACTORS ARE REQUIRED TO COORDINATE THEIR WORK WITH ALL DISCIPLINES TO AVOID CONFLICTS. SEE MECHANICAL, ELECTRICAL, AND PLUMBING DRAWINGS FOR ADDITIONAL INFORMATION REGARDING SIZE AND QUANTITY OF OPENINGS, SLAB REQUIREMENTS AND LINTELS. INCLUDE FIRE PROTECTION NOT SHOWN ON PLANS.
- SEAL AROUND ALL PENETRATIONS TO INSURE TIGHT BUILDING ENVELOPE.
- PROVIDE FIRE SEALANT AROUND ALL PENETRATIONS THROUGH RATED WALLS.
- ALL WALLS ARE PAINTED UNLESS NOTED OTHERWISE.
- REFER TO A500 SERIES FOR TYPICAL FRAMING DETAILS.
- COORDINATE BUILDING STEP LOCATIONS WITH FLOOR ELEVATIONS SHOWN ON ARCHITECTURAL AND CIVIL SITE PLANS.
- PATIO SLOPES SHALL BE 1/4" PER FOOT MAX. AWAY FROM UNIT AND DOORS.
- PROVIDE CONTROL JOINTS IN GYPSUM BOARD ASSEMBLIES AS RECOMMENDED BY MANUFACTURER. PROVIDE CJ IN CEILINGS SO NO DIMENSION EXCEEDS 50' IN EITHER DIRECTION WHERE THERE IS PERIMETER RELIEF OR 30' IN EITHER DIRECTION WITHOUT PERIMETER RELIEF. DO NOT SEPARATE SUSPENSION SYSTEM. CAULK JOINT AND PAINT TO MATCH.
- WHERE BACK-TO-BACK KITCHEN CABINETS OR COUNTERS OCCUR, PROVIDE 5/8" GYP. BD. ON ONE SIDE OF 1" AIR SPACE BETWEEN UNITS. ENSURE NO TWO WALL PENETRATIONS OCCUR BACK-TO-BACK W/O GYP. BD. SEPARATE.

WALL LEGEND

(NOT ALL RATING LINE TYPES ARE NECESSARILY USED IN THIS PROJECT)	INTERIOR SHEAR WALL OVERLAY SEE STRUCTURAL DRAWINGS FOR LOCATIONS. WOOD SHEATHING TO BE ON SIDE OPPOSITE BATHROOM OR KITCHEN WHERE APPLICABLE.
	UNIT PERIMETER WALL. SEE BUILDING PLANS FOR EXACT WALL TYPES.
	NON RATED METAL OR WOOD CORE
	NON RATED CONC. MASONRY UNITS. MAY BE UNDERLAIN BY A RATED WALL TO INDICATE RATED CONC. MASONRY UNITS.
	BRICK MASONRY
	1/2 HR RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	1 HR RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	2 HR RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	3 HR RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	4 HR RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	SMOKE RATED WALL SEE WALL TYPE FOR CORE MATERIAL
	ATTIC DRAFTSTOPPING

NOTES:
SEE STRUCTURAL FOR ALL SHEAR WALL LOCATIONS.
SEE WALL ASSEMBLY TYPES FOR SPECIFIC ASSEMBLY REQUIREMENTS.

UNIT TYPE LEGEND

	ANSI TYPE A UNITS
	ANSI TYPE A + UNIVERSAL DESIGN UNITS
	UNIVERSAL DESIGN UNITS
	ANSI TYPE B UNITS (ALL OTHER UNITS)

REVISIONS

NO.	DATE	DESCRIPTION
2	06/19/2020	ADDENDUM #02
4	7/10/2020	ASI 000
9	10/09/2021	ASI 005
10	10/27/2021	ASI 006

PROJ. NO. | DATE
19107 | 07-10-2020

SHEET NAME
OVERALL - FIRST
FLOOR PLAN

SHEET NO.

A101



1 OVERALL FIRST FLOOR PLAN
1/16" = 1'-0"



NO.	DATE	DESCRIPTION
1	06/10/2020	ADDENDUM #01
2	06/19/2020	ADDENDUM #02
3	07/10/2020	ADDENDUM #03
5	10/08/2021	ASI 005

[illegible]

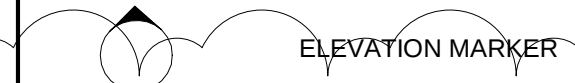
PROJ. NO.	DATE
19107	07/10/2020

SHEET NAME
INTERIOR
SCHEMATIC PLAN

SHEET NO.

I101

SCHEMATIC PLAN LEGEND

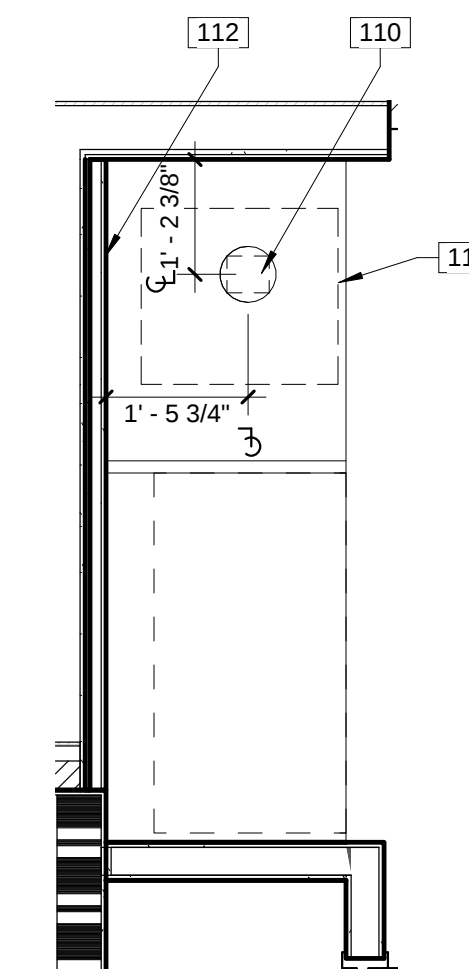


GENERAL INTERIOR DESIGN NOTES

- A. PROVIDE BLOCKING IN WALLS TO ACCOMMODATE ALL CASEWORK AND WALL MOUNTED EQUIPMENT AND ACCESSORIES.
- B. ALL DIMENSIONS ON FINISH PLAN ARE SHOW TO FACE OF DRYWALL, UNLESS NOTED OTHERWISE.
- C. ALL MILLWORK/CASEWORK IS TO BE COMPLETED IN STRICT ACCORDANCE WITH A.W.I. STANDARDS, PREMIUM GRADE. SHOP DRAWINGS SHALL BE SUPPLIED TO DESIGNER PRIOR TO FABRICATION.
- D. STRUCTURAL, MECHANICAL, ELECTRICAL, AND PLUMBING ELEMENTS SHOWN ARE FOR REFERENCE ONLY. VERIFY EACH ELEMENT WITH ENGINEERING DRAWINGS. NOTIFY DESIGNER OR ANY CONFLICTS.
- E. THE GENERAL CONTRACTOR SHALL FIELD VERIFY ALL CLEARANCE REQUIRED FOR EQUIPMENT. REFER TO EQUIPMENT SCHEDULE FOR DIMENSIONS PRIOR TO ORDERING CABINENTRY AND EQUIPMENT.
- F. REFER TO ELEVATIONS, DETAILS, AND FINISH SCHEDULES IN INTERIOR DESIGN DRAWINGS FOR FINISHES.
- G. PROVIDE WINDOW SHADES, AS SPECIFIED IN FINISH SCHEDULE. ON ALL EXTERIOR WINDOWS OF AMENITY AREA AND/OR WHERE NOTED ON FINISH PLAN.

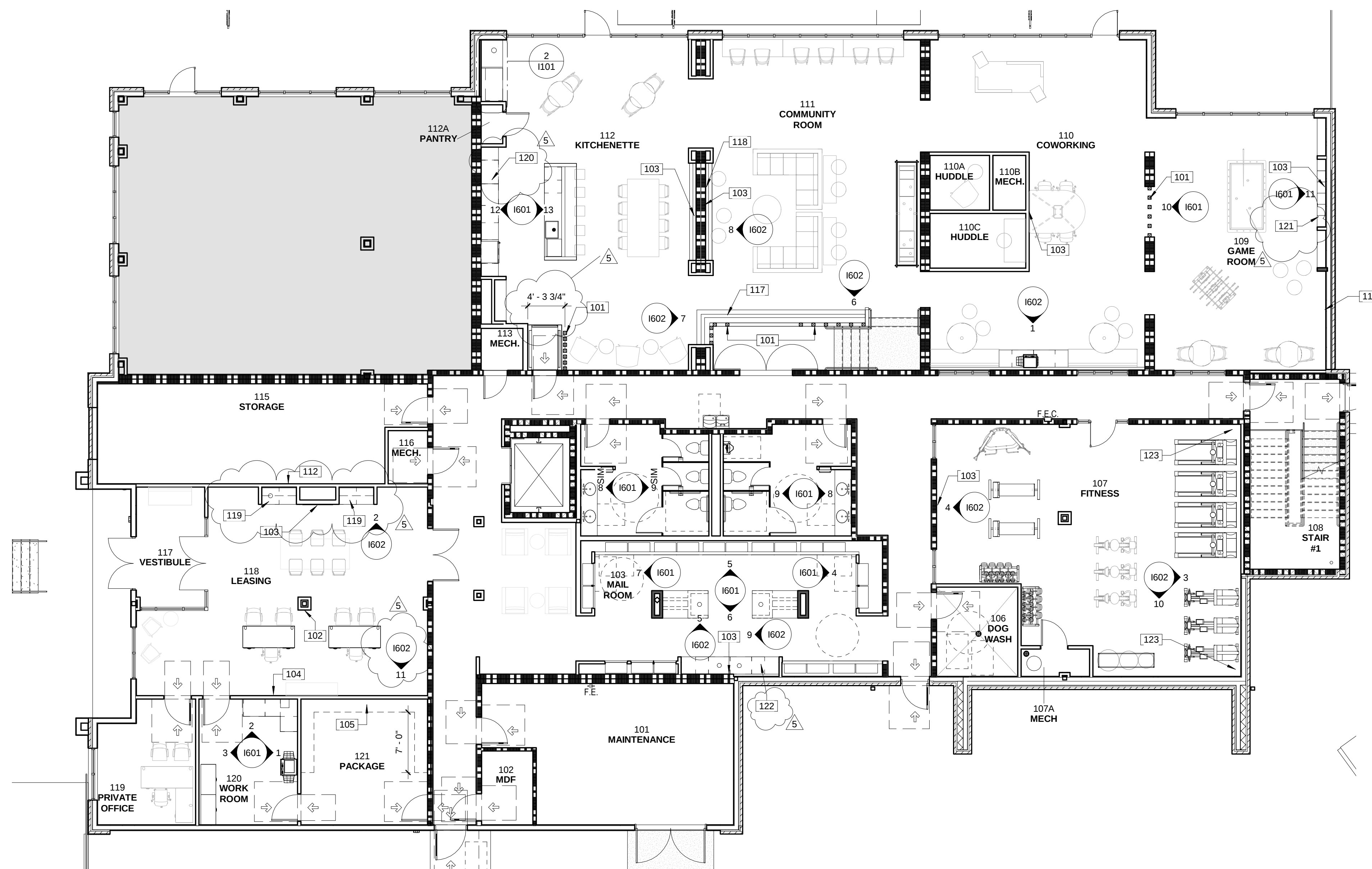
SCHEMATIC PLAN KEYNOTES

- 101 5X5 WOOD COLUMNS REFER TO ELEVATION 1106/01 FOR SPACING. STAINED TO MATCH A-P.L.I.
102 DRYWALL WRAPPED FAUX COLUMNS, 1'-6" X 1'-6", PAINTED A-P.4.
103 TV IN THIS LOCATION. CONTRACTOR TO PROVIDE BLOCKING FOR TV MOUNT.
104 SIGNAGE IN THIS AREA. CONTRACTOR TO COORDINATE BLOCKING NEEDS WITH SIGNAGE VENDOR.
105 PROVIDE 5 HIGH DENSITY POLYETHYLENE METAL SHELVES IN THIS LOCATION FOR PACKAGE STORAGE.
106 CONTRACTOR TO COORDINATE ANY BLOCKING NEEDS FOR SHELVES.
107 TRASH CHUTE FOR SPECIALIZED COFFEE MAKER.
108 1) OUTLINE OF SPECIALIZED COFFEE MAKER.
109 2) PROVIDE PLUMBING SUPPLY LINE TO THIS LOCATION. COORDINATE FINAL LOCATION WITH MEP.
110 PROVIDE BLOCKING FOR WALL MOUNTED GAME BOARD.
111 WOOD BENCH IN THIS LOCATION. REFER TO ELEVATION FOR MORE INFORMATION.
112 FIREPLACE TO BE WATER VAPOR FIREPLACE. SPEC TO BE DUPLEX OPT-MYST PRO 1500 BUILT-IN
113 ELECTRIC FIREPLACE WITH FRONT GLASS KIT. FRAMES AND INSTALL PER MANUFACTURER'S
114 RECOMMENDATIONS. REFER TO MEP DRAWINGS FOR MORE INFORMATION ON ELECTRICAL AND
115 PLUMBING NEEDS. INSTALL FOR REMOTE CONTROL ACCESSIBILITY. REFER TO MANUFACTURER'S
116 RECOMMENDATIONS FOR FINISH DIMENSIONS.
117 1' DEEP COUNTERTOP WITH 1" WALL SHELF. REFER TO ELEVATION FOR MORE INFORMATION.
118 2' DEEP COUNTERTOP WITH 2' DEEP WALL CABINETS. REFER TO ELEVATION FOR MORE
119 INFORMATION.
120 1' DEEP COUNTERTOP/DRINK LEDGE. REFER TO ELEVATION FOR MORE INFORMATION.
121 2' DEEP COUNTERTOP, CENTER TRASH RINGS ON CASEWORK.
122 CORNER MOUNTED TV IN THIS LOCATION. BASE OF TV MOUNT NO LESS THAN 80" AFF. PROVIDE
123 BLOCKING AS NECESSARY.



2 COFFEE MAKER COUNTER DETAIL

SCALE: 1/2" = 1'-0"



7 INTERIOR SCHEMATIC PLAN - LEASING/MAIL

GENERAL NOTES - ELEVATIONS

- FOUNDATION SHOWN FOR REFERENCES ONLY. SEE STRUCTURAL AND SIZES.
- SEAL ALL PENETRATION WITH SEALANT TO MATCH ADJACENT MATERIALS.
- SEE ROOF PLANS FOR ROOF SLOPE, DOWNSPOUT, GUTTER AND ROOF VENT INFORMATION.
- ALL SIDING AND TRIM TO BE INSTALLED PER MANUFACTURER'S INSTRUCTIONS. TOUCH UP PAINT AND PRIMER AT ALL CUTS WHERE COMPOSITE WOOD FIBERS ARE USED.
- REVIEW ALL PENETRATIONS THROUGH SHEARWALL WITH STRUCTURAL. ANY PENETRATION LARGER OR NOT IN APPROVED ZONES SHOULD BE BROUGHT TO THE ATTENTION OF THE STRUCTURAL ENGINEER IMMEDIATELY.
- PROVIDE FLASHING CUT INTO BRICK WHERE ROOF OR CANOPY TERMINATES INTO BRICK WALL. PROVIDE 1 FULL COURSE VERTICAL COVERAGE, MIN.
- PAIN ALL EXPOSED METAL THAT IS NOT SPECIFIED OR INDICATED TO RECEIVE A FACTORY FINISH.
- REFER TO PLANS AND SCHEDULES FOR DOOR AND WINDOW TYPES AND SIZES.
- ALL TRIM TO BE SYNTHETIC WOOD TRIM. SEE SECTIONS AND PLAN DETAILS FOR SIZING.
- ALL TRIM TO BE 5/4" UNLESS OTHERWISE NOTED.
- SIDEWALKS AT BUILDING AND STRUCTURES ON AN ACCESSIBLE ROUTE TO BE 1/2" MAX. BELOW FINISH FLOOR AT DOORS AND MUST SLOPE AWAY IN ACCORDANCE WITH ADA STANDARDS.
- ALL EXPOSED FLASHING TO BE FACTORY FINISHED BY MANUFACTURER / SUPPLIER OR MATERIAL WHICH IS BEING FLASHED.
- ARCHITECTURAL FINISH FLOOR ELEVATION OF 0'-0" IS EQUAL TO THE HIGHEST GROUND FLOOR ELEVATION AT EACH BUILDING LISTED ON THE CIVIL FINISH FLOOR ELEVATIONS. SEE CIVIL DRAWINGS.
- THE EXTERIOR FINISH OF ALL SOFFITS ARE TO BE FIBER CEMENT PANELS. ALL FIBER CEMENT PANELS TO BE PAINTED TO MATCH THE FRONT FACE OF THE WALL THAT IT DIES INTO ABOVE IT.



REVISIONS

NO.	DATE	DESCRIPTION
4	7/10/2020	ASI 000
9	10/08/2021	ASI 005

PROJ. NO. | DATE
19107 | 07-10-2020

SHEET NAME
OVERALL EXTERIOR
ELEVATIONS

SHEET NO.

A201



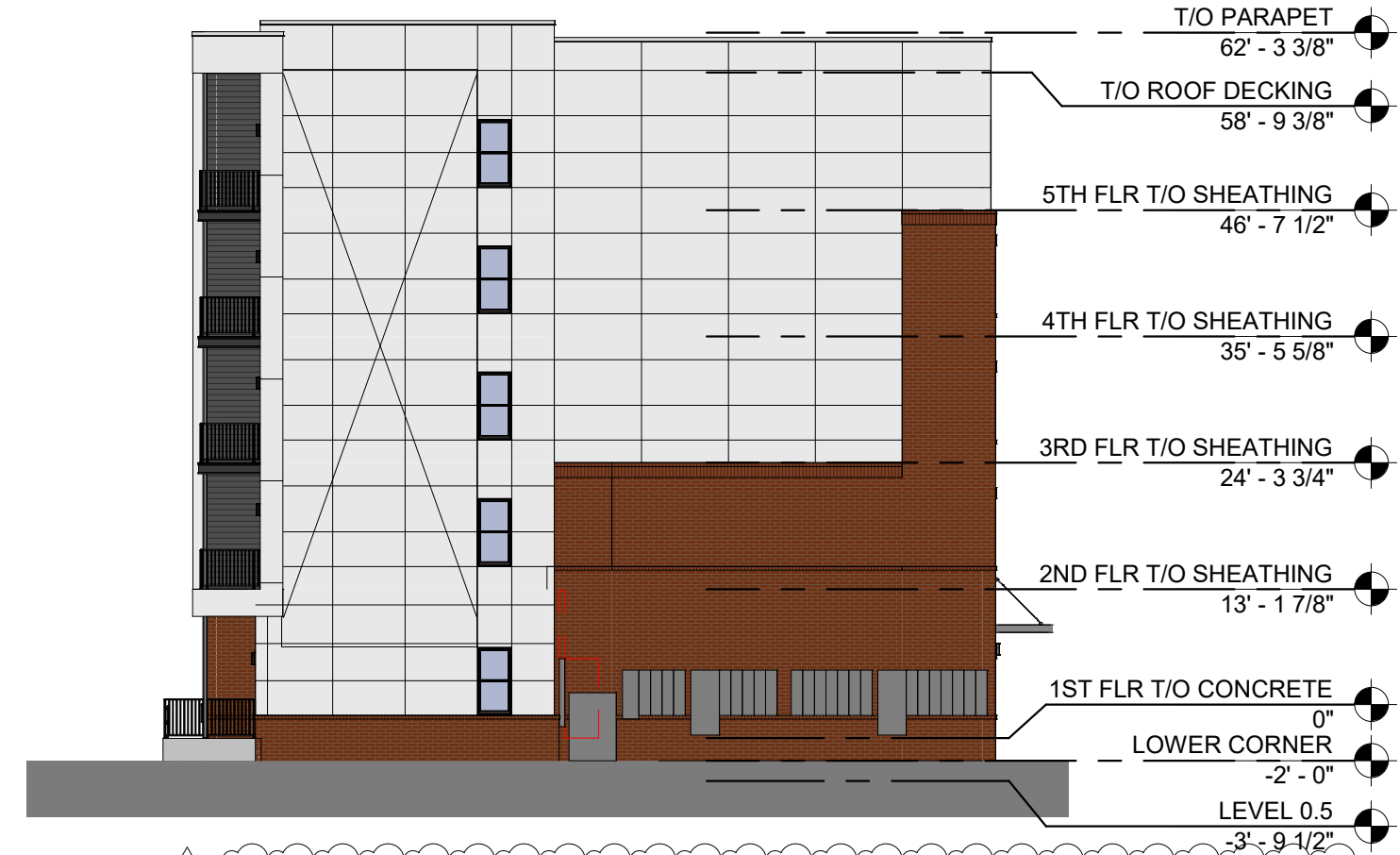
7 WEST ELEVATION - OVERALL - AREA A
1/16" = 1'-0"



6 NORTH ELEVATION - OVERALL - AREA A & B
1/16" = 1'-0"



5 WEST ELEVATION - OVERALL
1/16" = 1'-0"



4 NORTH ELEVATION - OVERALL - AREA C
1/16" = 1'-0"



3 EAST ELEVATION - AREA A
1/16" = 1'-0"



2 EAST ELEVATION - OVERALL
1/16" = 1'-0"



1 SOUTH ELEVATION - OVERALL
1/16" = 1'-0"





THE FORT AT THE RAIL YARD

Book Barn

Wayne's







Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Madison Smith

AGENDA ITEM # E.5

(ZP 21-34) Public Hearing on a request to rezone 2160 Packerland Drive from Low-Density Residential (R1) to Public Institutional (PI), submitted by Mike Larson, on behalf of Beautiful Savior Evangelical Lutheran Church (Ald. J. Brunette, District 12).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-34 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Rezoning
2160 Packerland Drive
(ZP 21-34)**

The Green Bay Plan Commission will hold a public hearing on **Monday, December 13, 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

(ZP 21-34) Consideration with possible action on the request to rezone 2160 Packerland Drive from Low-Density Residential (RI) to Public Institutional (PI), submitted by the City of Green Bay Community and Economic Development Dept., on behalf of Mike Larsen and Beautiful Savior Evangelical Lutheran Church. (Ald. J. Brunette, District 12)

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

City of Green Bay

Community & Economic Development Dept.

Attn: Madison Smith

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact Madison Smith at Madison.Smith@greenbaywi.gov or 920.448.3407.

Publication Dates: November 29, 2021 and December 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Madison Smith

AGENDA ITEM # E.6

(ZP 21-34) Consideration with possible action on a request to rezone 2160 Packerland Drive from Low-Density Residential (RI) to Public Institutional (PI), submitted by Mike Larson, on behalf of Beautiful Savior Evangelical Lutheran Church (Ald. J. Brunette, District 12).

BACKGROUND

Primary Address: 2160 Packerland Drive

Aldersperson / District: Ald. Jesse Brunette / District 12

The subject property, 2160 Packerland Drive, is located on the southwest corner of the City of Green Bay, adjacent to the Village of Hobart in Brown County. Beautiful Savior Evangelical Lutheran Church located at 2160 Packerland Drive is currently zoned Low Density Residential (RI) and is tax exempt as a religious/faith-based institution. The parcel is approximately 3.585 acres and has a Conditional Use Permit (CUP). In order to comply with the City code and the City's Comprehensive Plan in relation to use, this rezone would change the parcel from Low-Density Residential (RI) to Public Institution (PI).

The proposed parcel to be rezoned will be required to comply with Section 44-854 of the Municipal Code. The proposed rezone does not conflict with the current and future land uses as reflected in the City's Comprehensive Plan. Ald. Jesse Brunette and adjacent property owners have been notified of the request. As of the drafting of this report, staff has received no comments or objections.

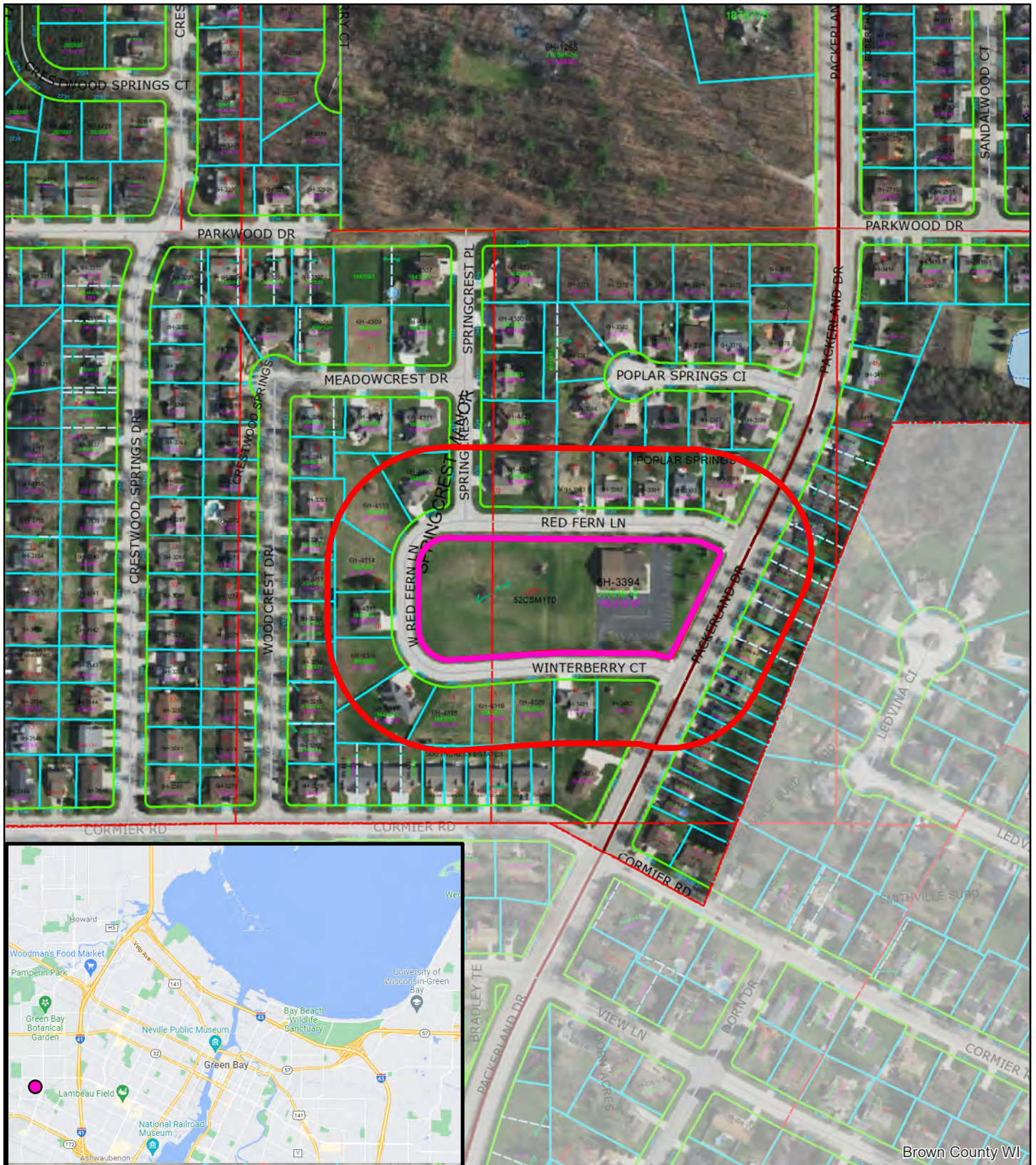
RECOMMENDATION

Approval.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-34 Color Map
2. ZP 21-34 Future Landuse Map
3. ZP 21-34 Zoning Map
4. ZP 21-34 BW Map
5. Street View 2160 Packerland Drive
6. ZP 21-31 Draft Ordinance



(ZP 21-34) Zoning Petition
Rezone 2160 Packerland Drive
Beautiful Savior Evangelical Lutheran Church
Green Bay, WI, 54313

0 85 170 340 Feet

- Subject Parcels
- Notification Area 200'

Parcel Numbers:
6H-3394

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. MS

Future Landuse – 2160 Packerland Drive

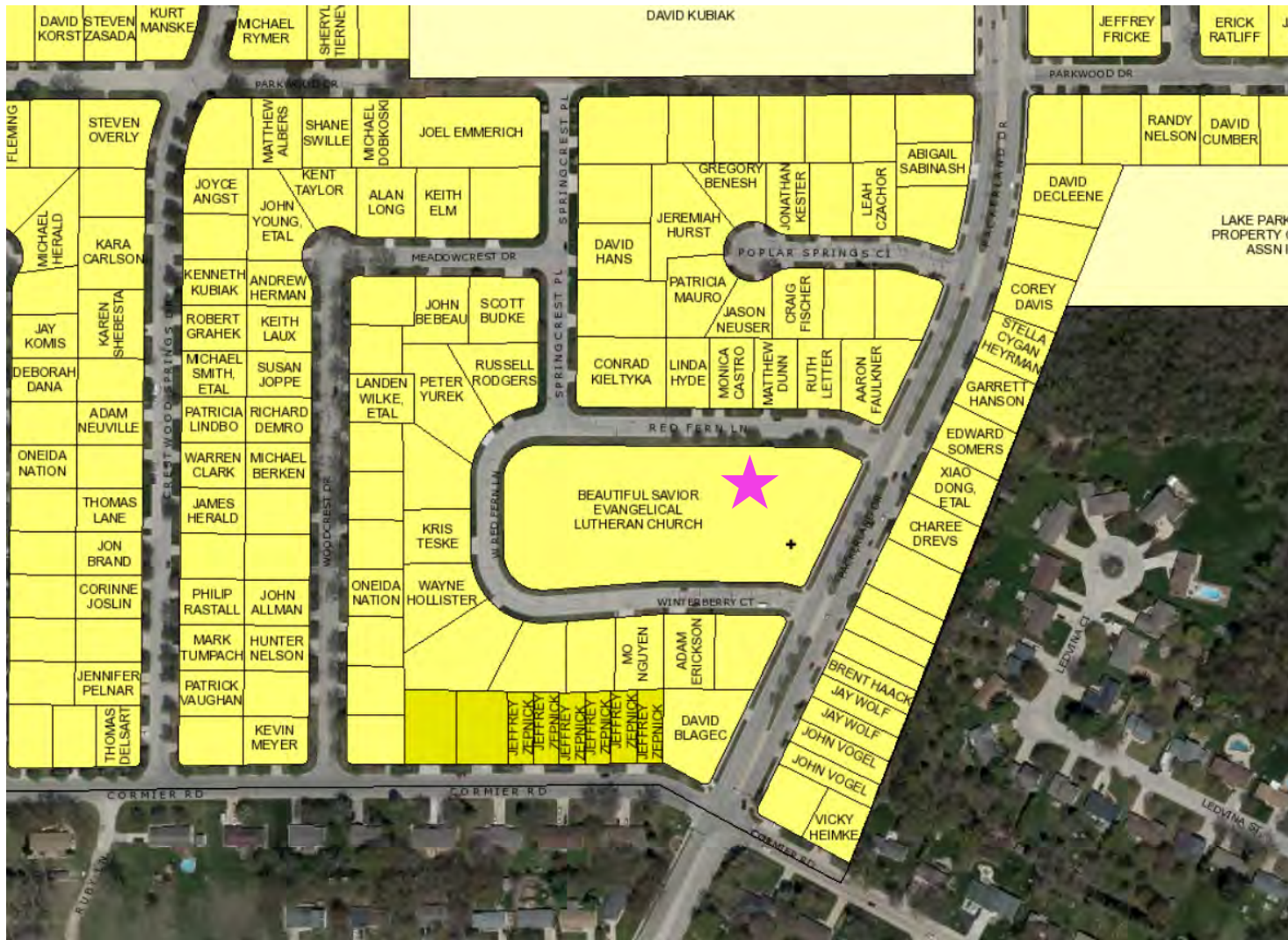


Future Landuse Legend

- Business Park
- Commercial
- General Industry
- High Intensity Retail, Office or Housing
- Institution
- School
- Other Public or Semi Public
- Water
- Low Density Residential
- Low / Medium Density Housing
- Medium / High Density Housing
- Light Industry
- Medium Intensity Retail, Office or Housing
- Traditional Neighborhood Development
- Unknown
- Undevelop
- Parks
- Downtown
- Private Open Space
- Wetlands



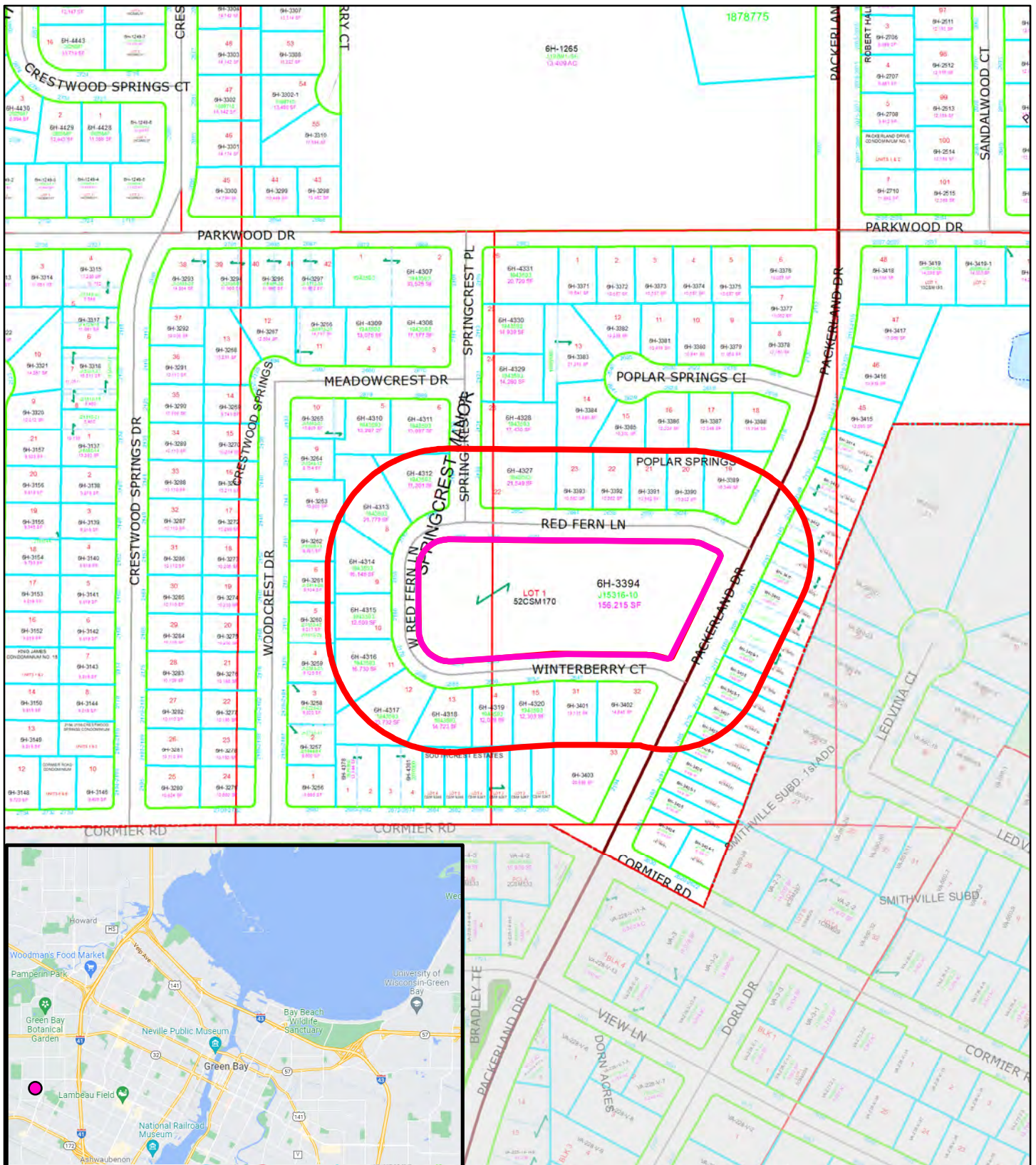
Current Zoning – 2160 Packerland Drive



Zoning Legend

- RR - Rural Residential
- R1 - Low Density Residential-New Lots
- R2 - Medium Density Residential
- R3 - Varied Density Residential
- OR - Office Residential
- NC - Neighborhood Commercial
- C1 - Commercial One
- C2 - Commercial Two
- C3 - Commercial Three
- D1 - Downtown One
- D2 - Downtown Two
- GI - General Industry
- S-RLI - Special District Light Industry
- LI - Light Industry
- BP - Business Park
- PI - Public Property / Institutional
- CON - Conservancy





(ZP 21-34) Zoning Petition
Rezone 2160 Packerland Drive
Beautiful Savior Evangelical Lutheran Church
Green Bay, WI, 54313

0 85 170 340 Feet

- Subject Parcels
- Notification Area 200'

Parcel Numbers:
6H-3394

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BEAUTIFUL SAVOR EV.
LUTHERAN CHURCH

NO PARKING
TO DRIVE
ANY VEHICLE
ON THIS
PARKING

ZONING ORDINANCE NO. XX-XX

AN ORDINANCE REZONING THE PROPERTY LOCATED AT 1460 SHAWANO AVENUE FROM LOW-DENSITY RESIDENTIAL (R1) DISTRICT TO PUBLIC INSTITUTIONAL (PI) DISTRICT (ZP 21-31)

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

SECTION 1. Section 44-29, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located at 1460 Shawano Avenue from Low-Density Residential (R1) District to Public Institutional (PI) District:

That part of Private Claim Number 1, West Side of Fox River, and that part of Lots 38 and 39, Dousman and Elmore's Second Addition, City of Green Bay, Brown County, Wisconsin described as follows: Beginning at the southwest corner of Parcel A, Brown County Certified Survey Map Number 260 as recorded in Volume 1 of Certified Survey Maps, Page 461, as Document Number 604163; thence N64°-07'-45"W, 355.73 feet, along the northerly rights-of-way line of Shawano Avenue, (also known as State Highway 29); thence N19°-12'-15"W, 14.17 feet, to the easterly rights-of-way line of Fisk Street; thence N25°-40'-50"E, 373.47 feet, along said easterly rights-of-way line of Fisk Street, to a northerly line of the parcel described in Brown County Document Number 2093407; thence S64°-17'-26"E, 135.00 feet, along said northerly line of Document Number 2093407, to a westerly line of said Document Number 2093407; thence N25°-40'-50"E, 190.54 feet, along said westerly line of said Document Number 2093407 and westerly line of said Document Number 2093406, to a southerly line of said Document Number 2093406; thence N64°-17'-36"W, 135.00 feet along said southerly line of said Document Number 2093406, to the easterly rights-of-way line of Fisk Street (also being a westerly line of said Document Number 2093406); thence N25°-40'-50"E, 32.00 feet along said easterly rights-of-way line of Fisk Street, to a northerly line of Document Number 2124353; thence S64°-17'-36"E, 135.00 feet along said northerly line of Document Number 2124353, to a westerly line of Document Number 2124353; thence N25°-40'-50"E, 53.22 feet, along said westerly line of Document Number 2124353, to a northerly line of Document Number 2124353; thence S64°-16'-25"E, 251.17 feet along said northerly line of Document Number 2124353, to a westerly line of Document Number 2124353; thence N32°-15'-29"E, 22.49 feet, along said westerly line of Document Number 2124353, to a northerly line of Document Number 2124353; thence S31°-44'-32"E, 38.58 feet along said northerly line of Document Number 2124353, to the easterly line of said Lot 39, Dousman and Elmore's Second Addition; thence S25°-47'-13"W, 282.83 feet, along said easterly line of said Lot 39, to the northerly line of said Parcel A, Certified Survey Map Number 260; thence N64°-16'-25"W, 54.87 feet, along said the

ZONING ORDINANCE NO. ##-##

PAGE 2

northerly line of said Parcel A, Certified Survey Map Number 260, to the northwest corner of said Parcel A, Certified Survey Map Number 260; thence S25°-42'-01"W, 378.96 feet along the westerly line of said Parcel A, Certified Survey Map Number 260, to the point of beginning.

SECTION 2. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

Mayor, Eric Genrich

ATTEST:

Clerk, Celestine Jeffreys

ms

Attachment – Map



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.7

(ZP 21-35) Public Hearing on a request to rezone property at 702-730 North Quincy Street and 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District, submitted by Paul Davis, Kingdom Agenda Ministries, on behalf of Church of Living God International Inc, property owner (Ald. R. Scannell, District 7).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-35 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Rezoning
702-730 North Quincy Street
& 708 Harvey Street
(ZP 21-35)**

The Green Bay Plan Commission will hold a public hearing on **Monday, December 13, 2021**, at 6:00 p.m. The meeting will be conducted virtually. 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Password: 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to rezone property at 702-730 North Quincy Street & 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District, submitted by Paul Davis, Kingdom Agenda Ministries, on behalf of Church of Living God International Inc, property owner (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

Community and Economic Development Dept.

Attn: David Buck

100 N. Jefferson St., Rm. 608

Green Bay, WI 54301

For additional information, contact David Buck at (920) 448-3411 or david.buck@greenbaywi.gov.

Publication Dates: November 29, 2021 and December 6, 2021



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.8

(ZP 21-35) Consideration with possible action on a request to rezone property at 702-730 North Quincy Street and 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District, submitted by Paul Davis, Kingdom Agenda Ministries, on behalf of Church of Living God International Inc, property owner (Ald. R. Scannell, District 7).

BACKGROUND

Primary Address: 702-730 North Quincy Street & 708 Harvey Street

Aldersperson / District: Ald. R. Scannell / District 7

Reason for Request: The establishment of a religious institutional use as well as the potential future expansion of public transportation uses.

Surrounding Zoning and Land Uses:

SUBJECT: General Industrial (GI) - Vacant, automotive repair & municipal transit center

NORTH: General Industrial (GI) & Varied Density Residential (R3) - Commercial, single, two & multiple-family homes

SOUTH: General Industrial (GI) - Industrial

EAST: Public/Institutional (PI) - Municipal transit center

WEST: General Industrial (GI) - Industrial

Comprehensive Plan: The 2022 Smart Growth Plan was amended on December 7, 2021, to designate future land-use of these parcels as well as others on the block to "other public or semi-public uses". The proposed zone change is consistent with the recommendation of the comprehensive plan.

Report: This request includes the rezoning of six (6) parcels comprising approximately 46,217 sq. ft. or 1.1 acres of property located at 702-730 North Quincy Street and 708 Harvey Street from the General Industrial (GI) District to the Public Institutional (PI) District.

The impetus for the request was an application for a Comprehensive Plan Land-Use designation change and a zoning district change from the current GI: General Industrial to PI: Public Institutional for properties at the southeast corner of North Quincy Street and Harvey Street (730 North Quincy Street and 708 Harvey Street) to allow the establishment of a religious institution/place of worship. Staff does not necessarily feel a religious institution/place of worship is the highest and best use at this location, but look at the request and area in a broader sense, and must consider the suitability of all uses permitted in the General Industrial (GI) District versus those of the Public Institutional (PI) District.

During analysis of the petition, it was discovered that the zoning for a substantial portion of the entire block was changed to the Public Institutional (PI) District in 2006, in support of the transit center development. But the six (6) parcels on the far western part of the block remained General Industrial (GI), one of which is

being used as an access/driveway to the transit center from North Quincy Street. Staff believes the small size and configuration of these six (6) properties do not lend themselves to future industrial redevelopment even if consolidated. It appears that the most logical and likely redevelopment of the subject properties are the expansion possibilities for the Green Bay Metro Public Transit Center or other public uses that can take advantage of the proximity to the transit center and downtown have included them as part of this petition. Of the six (6) parcels, five will be compliant with the PI district use regulations. The automotive repair business located at 712 North Quincy will become a legal nonconforming or “grandfathered” use.

Green Bay Metro Transit has been consulted and is in support of the zone change. Ald. Randy Scannell and property owners within 400 ft. have been notified of the meeting. A zoning action sign has been placed on the property, per Plan Commission policy. At the time of drafting this report, staff had received no objections to this request.

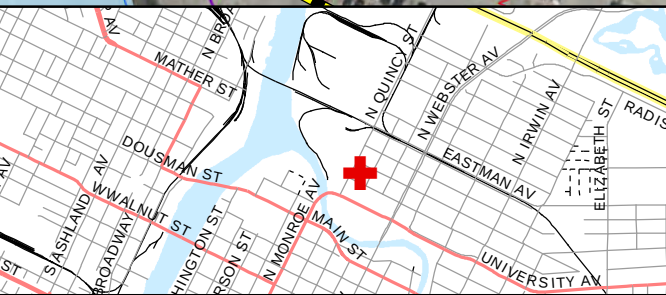
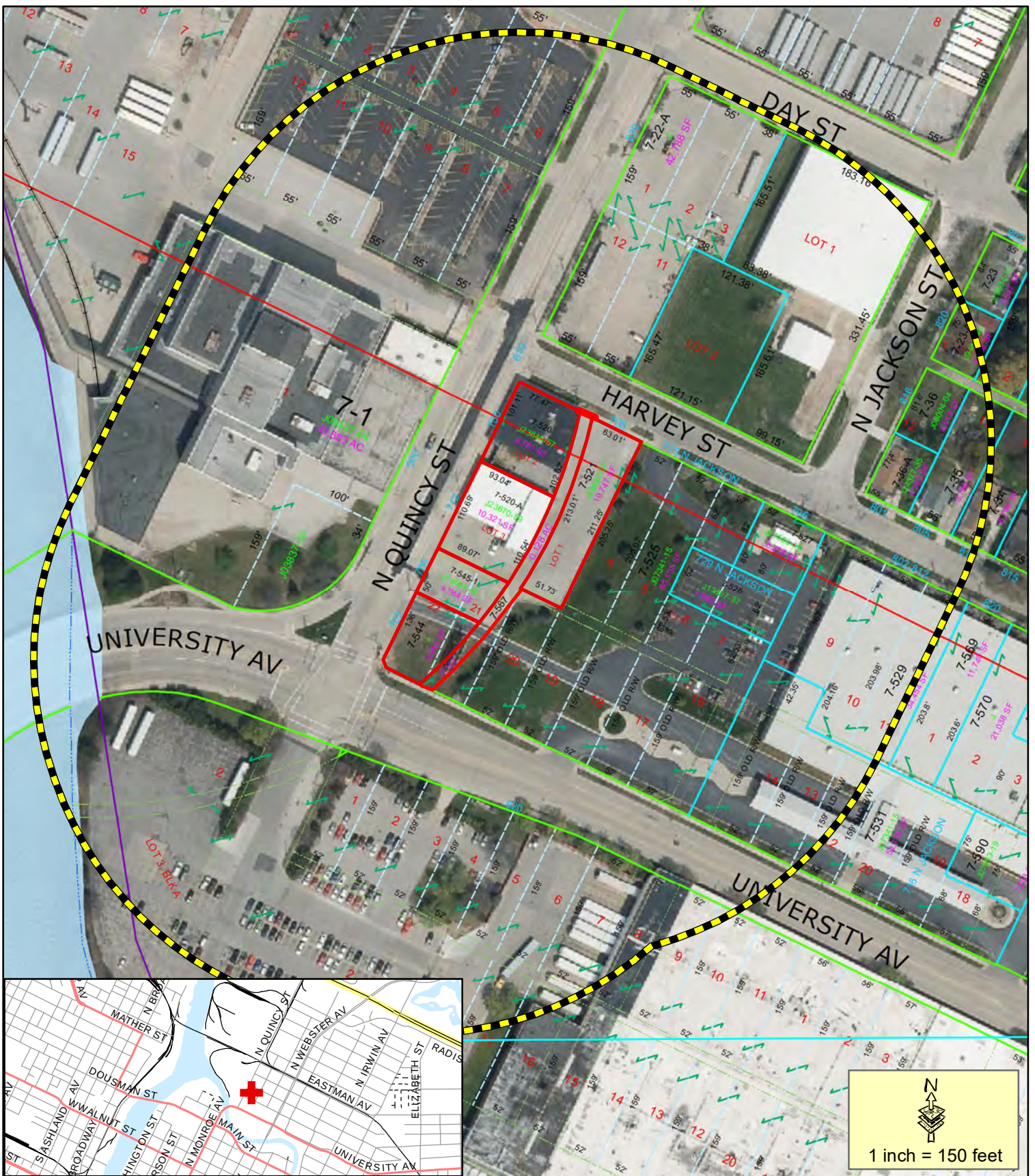
RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-35 PropMap
2. DRAFT ZO 17-21 - Rezone 702-730 N Quincy and 708 Harvey



- Proposed CUP
- 400' 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 DB

Zoning Petition (ZP 21-35)
Proposed rezone from
GI to PI at 702-730
N Quincy & 708 Harvey



ZONING ORDINANCE NO. 17-21

**AN ORDINANCE
REZONING PROPERTIES LOCATED AT
702-730 NORTH QUINCY STREET & 708 HARVEY STREET
FROM GENERAL INDUSTRIAL (GI)
TO PUBLIC INSTITUTIONAL (PI) DISTRICT
(ZP 21-35)**

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

SECTION 1. Section 44-29, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described properties located at 702-730 North Quincy Street and 708 Harvey Street from a General Industrial (GI) District to a Public Institutional (PI) District:

Tax Parcel 7-544: MC CORMICK & FLATLEYS SUBD PART OF LOTS 21 & 22
LYING W OF RR TRACK EXC N 50 FT THEREOF & ALSO EX J5810-29 FOR ST
BLK B

Described area contains 5,968 square feet / 0.137 acres more or less.

Tax Parcel 7-545-1: MC CORMICK & FLATLEYS SUBD N50 FT OF LOTS 21 & 22
W OF RR BLK B & 1/2 VAC ALLEY ADJ NLY

Described area contains 4,784 square feet / 0.110 acres more or less.

Tax Parcel 7-520-A: LOT 3 OF 30 CSM 281 BNG PRT OF LOTS 1 & 2 BLK B &
BNG PRT VAC ALLEY MC CORMICK & FLATLEYS SUBD

Described area contains 10,321 square feet / 0.237 acres more or less.

Tax Parcel 7-520: LOT 2 OF 30 CSM 281 BNG PRT OF LOTS 1 & 2 BLK "B" MC
CORMICK & FLATLEY'S SUBD EX RR

Described area contains 8,781 square feet / 0.202 acres more or less.

Tax Parcel 7-521: LOT 1 OF 30 CSM 281 BNG PRT OF LOT 2 & ALL OF LOT 3 &
N1/2 VAC ALLEY SLY BLK "B" MC CORMICK & FLATLEY'S SUBD EX RR

Described area contains 10,747 square feet / 0.247 acres more or less.

Tax Parcel 7-567: R-O-W OVER MC CORMICK & FLATLEYS SUBD LOT 2 BLK A
& OVER LOTS 2,3,20,21 & 22 BLK B & OVER LOT 1 BLK C EX RDS & EX J13708-
25

Described area contains 5,576 square feet / 0.128 acres more or less.

SECTION 2. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

ZONING ORDINANCE NO. 17-21

PAGE 2

SECTION 3. This ordinance shall not take effect until a public hearing is held hereon as provided by Section 44-82, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

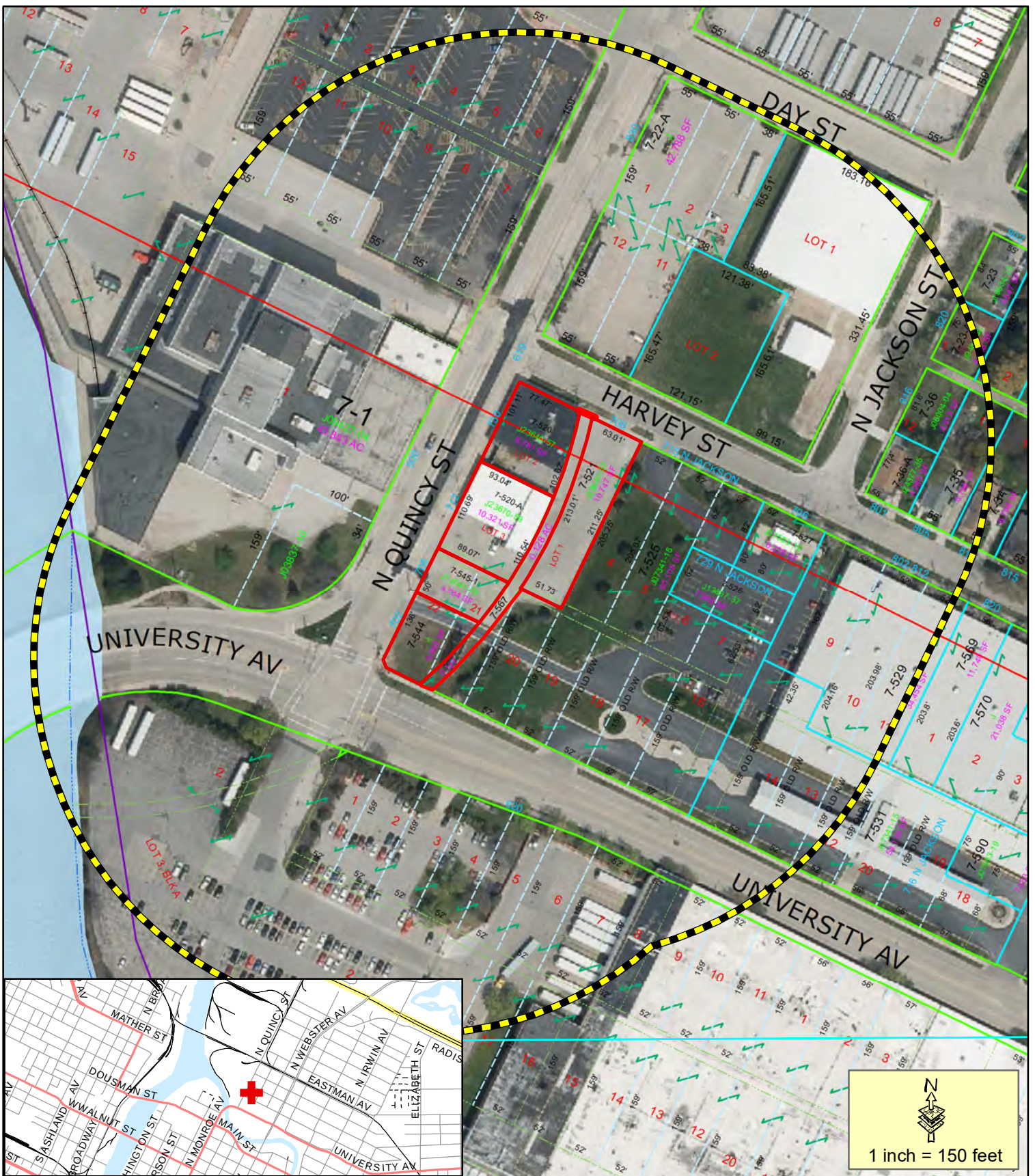
Mayor

ATTEST:

Clerk

Db

Attachment – Map



- Proposed CUP
- 400' Property Owner Notice

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Map prepared by DB

Zoning Petition (ZP 21-35)
Proposed rezone from
GI to PI at 702-730
N Quincy & 708 Harvey





Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.9

(ZP 21-36) Public Hearing on a request to authorize a Conditional Use Permit (CUP) for a shelter use in an Office/Residential (OR) District at 700 East Walnut Street, submitted by Rob Frazier, St. John Evangelist Homeless Shelter, Inc., property owner (Ald. R. Scannell, District 7).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. ZP 21-36 Class 2 Pub PC Mtg

For Official Notice:

**Public Notification
Proposed Conditional Use Permit (CUP)
700 East Walnut Street
(ZP 21-36)**

The Green Bay Plan Commission will hold a public hearing on **Monday, December 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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

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=L2EyVlpDSlZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

A request to authorize a Conditional Use Permit (CUP) for a shelter use in an Office/Residential (OR) District at 700 East Walnut Street, submitted by Rob Fraizer, St. John Evangelist Homeless Shelter, Inc., property owner (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

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: November 29, 2021 and December 13, 2021



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # E.10

(ZP 21-36) Consideration with possible action on a request to authorize a Conditional Use Permit (CUP) for a shelter use in an Office/Residential (OR) District at 700 East Walnut Street, submitted by Rob Frazier, St. John Evangelist Homeless Shelter, Inc., property owner (Ald. R. Scannell, District 7).

BACKGROUND

Primary Address: 700 East Walnut Street

Aldersperson / District: Ald. Randy Scannell / District 7

Reason for Request: To permit a women's shelter facility.

Surrounding Zoning and Land Uses:

SUBJECT: Office/Residential (OR) - Commercial building.

NORTH: Office/Residential (OR) - Low to medium density residential

SOUTH: Office/Residential (OR) - Low to medium density residential

EAST: Office/Residential (OR) - Surface parking

WEST: Office/Residential (OR)/Neighborhood Commercial (NC) - Low to medium density residential

Comprehensive Plan: The 2022 Smart Growth Plan designates the subject area as Medium Intensity Retail, Office and Housing (MIROH).

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 subject property is located on the southeast corner of East Walnut Street and North Quincy Street. The site is comprised of one lot containing a total of 0.56 acres or 24,567 sq. ft. The approval of the request would allow for the repurposing one half of the former Micah Center for a women's shelter facility to be operated by the property owner. A narrative and operational plan from the applicant is attached within this agenda. A preliminary building analysis has also been provided regarding potential updates to the structure for occupancy.

In the review of the Conditional Use Permit (CUP), the Zoning Ordinance Section 44-83(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](#).*
7. *The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located and all other applicable city ordinances.*

The use of communal living arrangements for four or more people is permitted with a CUP and must meet minimum criteria within the Code. The Green Bay Zoning Code requires in 44-1581. Congregate living uses, development standards for Dormitory in all districts:

- (1) On-site services shall be for residents of the facility only.
- (2) The maximum number of persons occupying the building shall not exceed four per bedroom with 50 square feet of sleeping area per resident, except that more than four individuals may be allowed per room if all said individuals are related by blood, marriage, or adoption. Rooms shall consist of enclosed places having walls that extend from the ceiling to the floor and an entry door.
- (3) One bath and restroom facility for every eight individuals residing in the dormitory. The bath and restroom facility shall be located so that no individual is required to pass through a sleeping room other than their own in order to access the bath and restroom facility.
- (4) One kitchen and dining area for every ten individuals residing in the dormitory.
- (5) One laundry facility consisting of a minimum of one clothes washer, one clothes dryer, and a washbasin for every ten individuals residing in the dormitory.
- (6) One common use area/lounge of at least 600 square feet in size for relaxation and recreation of the occupants for every ten individuals residing in the dormitory.
- (7) If the dormitory use ceases for a period of 12 months or more, the conditional use approval will no longer be in effect. If construction and occupancy has not been completed and established within 12 months of the date of approval, the conditional use status of the property shall no longer be in effect. In the event of a natural disaster or emergency situation, as determined by the City of Green Bay, these regulations may be suspended for a term of not more than 12 months.

The wish of the applicant is to house 58 women in the facility and operate as a temporary shelter facility from November 1 to April 30. The applicant has consulted with an architect regarding building code compliance and documentation has been provided within this agenda packet. The remaining portion of the building will be used programing for the shelter on a year-round basis called Well Spring.

The Green Bay Municipal Code 44-1726, Figure 2, requires shelter facilities 1 space per 5 residents based on capacity plus 2 spaces per 3 employees on the largest shift. Surface parking is found on site south of the existing building and meets current parking requirements.

This proposed use is in compliance with the above development standards; however, staff is recommending conditions of approval listed below. Staff feels the proposed use is acceptable and consistent with existing land uses for the immediate neighborhood and meets the standards for CUP approval. The proposed use is directly south of 108 North Quincy Street, a site that was approved under ZP 20-40 for a women's recovery facility as part of the Jackie Nitschke Center.

Ald. Randy Scannell, the Navarino Neighborhood Association and adjacent property owners within 200 ft. of the subject area have been notified of the request. There have been no inquiries regarding this request as of the drafting of this report.

RECOMMENDATION

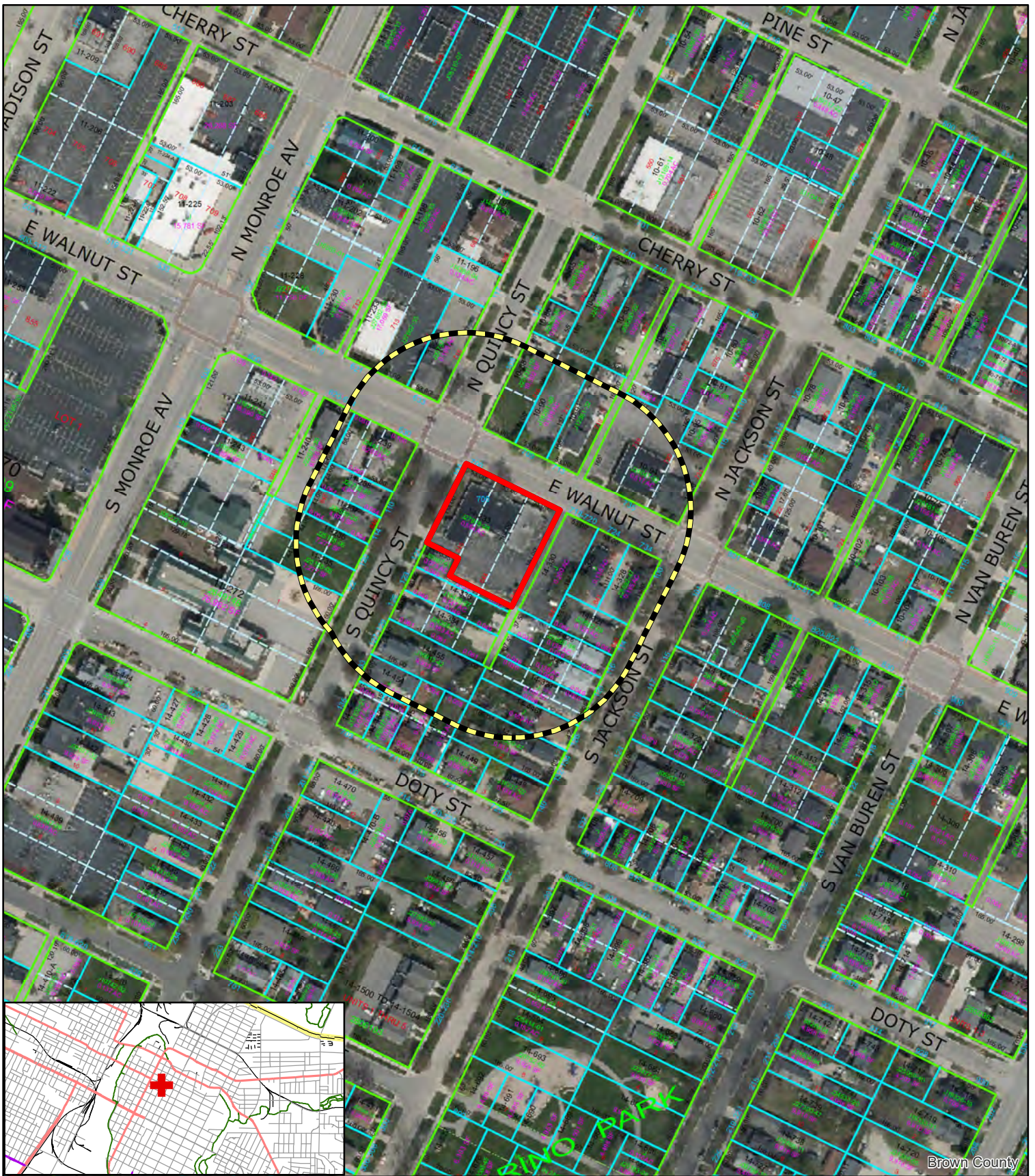
Approval of request, subject to:

1. A maximum residential capacity of 58 or as allowable under the International Building Code (IBC).
2. If the shelter facility use at 700 East Walnut is discontinued, the operation is dissolved, or if St. John the Evangelist Homeless Shelter, Inc. no longer operates/manages the facility, the use shall terminate immediately. The use/operation shall not be renewed or reestablished without the Plan Commission and City Council review and approval.
3. At the discretion of the Common Council, Plan Commission, or the Planning Director a review may be required by the Plan Commission and Common Council to ensure compliance with this conditional use permit and identify any areas of concerns with the rooming & boarding house but not limited to:
 1. Police calls and other documented safety concerns.
 2. Inadequate facilities.
4. Conformance with the submitted operating plan submitted by the applicant.
5. Compliance with all other regulations of the Green Bay Municipal Code.
 6. A site plan be reviewed and approved by the Community Development Review Team (CDRT).

FISCAL IMPACT

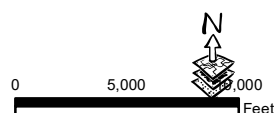
ATTACHMENTS

1. ZP 21-36 letter
2. SJEHS Operational Plan 2021
3. Guest handbook 2021
4. Floor Plan_Mission
5. Conditional Approval Letter 5-11-21 Micha Center

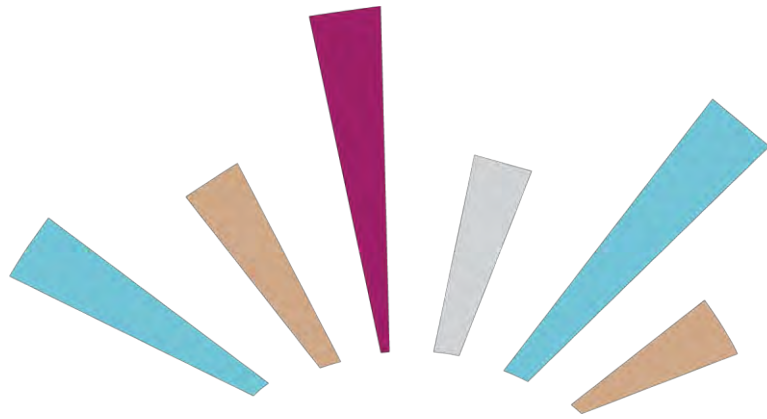


Zoning Petition (ZP 21-36)
Proposed Conditional Use Permit (CUP)
700 East Walnut Street

- Subject Area
- 200' Property Owner Notice



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Map prepared by PN



ST. JOHN'S MINISTRIES

**St John the Evangelist Homeless Shelter
Operational Plan (2021)**

Mission:

St. John's ministries responds to those experiencing or at risk of homelessness (in the Green Bay area) in a way that honors their dignity, restores hope, and creates lasting change.

Vision:

Through a spirit of familiarity, rapport, and trust each person will leave better than they came.

Target Population:

- Individuals who do not qualify for main-stream shelter services because of criminal histories or other issues.
- Individuals with active alcohol/drug abuse issues.
- Individuals with chronic mental health issues.
- Individuals with co-occurring disorders.
- Individuals with a history of frequently cycling between the street and shelter.

Eligibility:

- Single adults 18 years and older. Families will be referred to the Crisis Center.
- The individual has no other housing option available to them at that time.
- The individual conducts himself/herself in a peaceful and respectful manner.
- The individual is not a registered sex offender.
- The individual provides complete intake information.
- The individual can provide complete self-care when presenting each night.
- The individual agrees to a background check, law enforcement and Department of Corrections notification of presence at the shelter, release of information for Brown County Health & Human Services, New Community Shelter and Outreach Health Care and signs the forms.
- The staff will consult with appropriate agencies such as law enforcement and Brown County Health & Human Services if there are any safety concerns.

Intake:

- The "St John the Evangelist Homeless Shelter Intake Packet" will be completed on admission. This includes, but is not limited to:
 - o Brown County Homeless and Housing Coalition Common Intake Information Form
 - o Release(s) of Information Form
 - o Adult Hold Harmless/Indemnity Agreement
 - o Grievance and/or Appeal Procedure.
 - o TB Risk Assessment Form
 - o Shelter Rules
 - o Emergency Fire Procedure

- A background check is completed to identify any concerns and plan for safety.
- A copy of the individual's ID is placed in the file. If the individual has no ID, a picture will be taken and placed in the file. Individuals without a government issued identification card will then be assisted in getting one.

Extreme Weather Plan:

- The shelter will remain open during times when the weather, with wind-chill, falls below -40 degrees. In the event of subzero weather that does not meet these criteria, The Micah Center will extend their hours to provide service as necessary.

Emergency Overflow Plan:

- Since its inception, St. John's has provided offsite overflow accommodations, in partnership with local churches and nonprofits, to respond to the need when those presenting for shelter exceed St. John's CUP numbers. These overflow locations operated from 9pm-7am with St. John's staff present. St. John's current proposal allows St. John's to continue meeting the full need while providing consistent, identified locations. This will better serve first responders who otherwise needed to identify *which* location St. John's overflow was operating from.

Policies/Expectations:

- All guests are required to present to Micah Center (612 Stuart St.) or Wellspring (413 Dousman St.) the morning after they first present (or Monday morning if on the weekend) to complete orientation with a Case Manager. Orientation takes place at 9:00 am.
- Shelter opens each night at 5:00 pm. All guests are expected to check in prior to 9:00 pm. Any guests presenting after 9:00 pm will be denied entry unless granted prior approval by a Case Manager.
- Searches of coats/jackets, pockets, shoes, backpacks/bags and all other belongings will be performed by security staff at shelter entrance. Any items deemed to be potentially harmful will be held by security staff and will be returned to guest as he or she exits the following morning.
- No food or drink may be brought into shelter.
- Guests who attempt to bring alcohol, drugs or drug paraphernalia into shelter will be denied entry and items will be confiscated.
- All medications must be checked into the shelter med room. Guests will be allowed access during scheduled med calls: 6 pm, 8 pm, 9 pm and 6:00-8:30 am.
- There is no smoking allowed in shelter. Smoking is only allowed during scheduled smoke breaks: 6:45 pm, 8:45 pm, 9:45 pm and 7:00 am.
- Showers are available until 11:00 pm and after 5:00 am. Soap, shampoo and towels are provided. Please clean up after yourself in the bathroom.

- You will not be denied entry to shelter if you've been drinking. However, if security staff determines you are unable to provide self-care, you will not be allowed into shelter.
- All guests, staff and volunteers are expected to act in a respectful manner towards one another. If staff deems your behavior to be disrespectful or inappropriate, you may be exited from shelter.
- All guests are expected to be awake and out of shelter by 9:00 am.
- If you have any questions about any shelter rules or procedures, please ask a staff member.

Services and Programming:

- The shelter is open 5pm – 9am, 7 days a week, beginning November 1st. As a seasonal shelter, it closes each season on April 30th. [A scaled back, safe sleeping program is offered April 30th-October 31st. This program provides only access to safe sleeping.]
- The shelter provides a safe place to sleep and a high level of supervision.
- The shelter provides light meals, beverages, and snacks.
- There is an intentional focus on engagement with individuals and the development of a trusting relationship.
- Staff is trained to deal with safety concerns, issues around drugs and/or alcohol, and they possess conflict/crisis resolution skills.
- The Green Bay Police Department is a welcome partner presence on site at the shelter, as they desire.
- Security/Support staff are on-site during all hours of operation.
- Shower facilities, clothing, and personal hygiene products are available to all individuals.
- Programming currently includes:
 - o Identifying and obtaining basic resources.
 - o Case Management meetings and individualized planning.
 - o On site mental health and substance abuse assessment and referral by Brown County Human Services one morning a week.
 - o On-site mental health counseling (MORE- Mental Health Outreach Resource Expansion through Foundations services).
 - o On-site medical services one morning a week.
 - o On-site tuberculosis surveillance.
 - o On-site weekly Veterans services
- The shelter also operates two year-round, comprehensive daytime resource centers, the Micah Center and Wellspring. These facilities provide a compassionate drop-in component with rigorous programming to assist individuals in taking steps towards self-sufficiency. Programs include:
 - o Computer Lab
 - o Education Lab with on-site tutors
 - o Daily workshops
 - o AA and Recovery Meetings
 - o Doctor's office with on-site medical services

- o On site mental health treatment and counseling
- o On site Veterans services

Case Management Model:

- Engage and develop trusting, working relationships
- In partnership with individuals, assess their strengths and needs and develop a plan to address them.
- Advocate for individuals and facilitate referrals to community agencies for interim shelter, housing, mental health and substance abuse services, health care, and basic needs.
- Follow up with agencies regarding services.

Internal Documentation/Record Keeping:

- All individuals checking in for the night will sign-in. The information on the nightly log includes:
 - o Legal Name and Date of Birth
 - o Arrival and departure times
 - o Medication check in
- The Nightly Log is faxed to the Green Bay Police Department daily.
- All pertinent information will be routinely entered in to Clarity, the WI HMIS database.
- Incident reports are to be completed on any atypical occurrence and are reviewed by the Associate Executive Director, Security Director, and Shelter Manager.

Staffing:

- A minimum of 6 staff in the evenings, and three overnight, are regularly assigned.
- Volunteers will provide support for food services, clothing and personal care product acquisition, assistance with bedding and showers. In addition, volunteers are encouraged to interact with guests.
- Staff and volunteers must meet established criteria and guidelines.

Critical Partnerships:

Brown County Homeless & Housing Coalition

- St. John's remains active as a member of the Coalition, serving on various projects and subcommittees to address the root issues of poverty and homelessness
- St. John's collaborates with other shelters and service providers on a coordinated assessment and intake form

Brown County Health & Human Services:

- St. John's provides a list of the individuals staying at the Homeless Shelter to Brown County Human Services each night.

Green Bay Police Department:

- A daily list of the individuals who spent the night are faxed to the Green Bay Police Department.
- Green Bay Police Department provides an on-site visible presence. Historically, Community Police Officers and Mental Health Officers have stopped in on-site multiple times a week.
- Green Bay Police Department provides support to St John staff in unusual situations such as persons known to be sleeping outside or who are a danger to themselves or others.
- Green Bay Police Department provides advice and input on Safety Plans.

Crisis Center

- The Crisis Center provides afterhours and weekend access to emergency County services.
- The Crisis Center provides the access point for individuals needing Diversion or Mental Health Center Services.
- The Crisis Center is a resource for emergency counseling/ intervention when an individual is expressing suicidal ideation/intention.

MORE Program

- St. John's provides referrals to the MORE Program which offers on-site mental health counseling and treatment services.
- St. John's notifies the MORE therapist immediately of someone needing crisis evaluation or those needing a referral for treatment options.
- The MORE therapist provides weekly counseling sessions to individuals as well as group therapy options at both the shelter and Micah Center.

Outreach Healthcare

- St John's provides a list of the individuals staying at the homeless shelter to Outreach Healthcare.
- St John's staff notifies Outreach Healthcare immediately of individuals with a high-risk TB assessment. Outreach Healthcare facilitates a timely and appropriate assessment of the individual.
- Outreach Healthcare provides routine TB surveillance, health care services and medical case management to the individuals at the homeless shelter weekly.
- Outreach Healthcare facilitates necessary medications, diagnostic procedures and specialty referrals.
- *During the COVID pandemic, St. John's and Outreach Healthcare work closely to monitor guests, screen for potential concerns, and ensure CDC guidelines are being implemented for the health & safety of the community.*

Neighborhood

- St Johns facilitates open communication with any concerned individuals in the neighborhood and addresses issues in a timely manner.

- The Security Director is available to the chair of the Neighborhood Association to discuss any concerns and to share shelter outcomes.

Probation and Parole

- St John's conducts a background check to identify anyone currently on probation and parole. A nightly sign-in log is submitted to WI DOC.
- Problematic behavior, improvement in behavior, verification and follow-through of required classes are reported to the individual's agent.
- If an individual on probation presents to St. John's smelling of alcohol, appearing to be intoxicated or displaying significant behavior change that may indicate use of illegal substances, it is assumed they are in violation of probation or parole. Their agent will be notified immediately. A second incident would result in notifying the agent again as well as a call to the Green Bay Police Department.
- Department of Community Corrections provides staff with annual training on probation and parole guidelines, preferred communication and a list of agents.

Veteran Affairs and Center for Veteran Issues

- St. John's provides a list of veterans to the Center for Veteran Issues and to Veteran Affairs as requested.
- The veterans-specific programs provides an on-site presence to assist with helping homeless veterans find employment and secure housing.

Landlords

- St. John's works actively with area landlords to promote and advocate on behalf of shelter guests.
- St. John's assists with security deposit and initial rent payments for qualifying individuals transitioning into their own apartments. St. John's provides home visits and ongoing case management, while mediating issues that may arise with the landlords, to assist individuals in transitioning into independent living.

Taskforces and Committees

- St. John's staff are active members of various committees addressing the systemic issues of homelessness.

This document is not intended to be all inclusive and modifications will be made on an on-going basis as appropriate.



ST. JOHN'S MINISTRIES

GUEST HANDBOOK

2021-22

Guest handbook

Welcome to the St. John's Ministries family. We are here to assist you in your path forward, and hope you are willing to allow us to do so. As a guest of the shelter, we ask that you review the following handbook. It will explain the operations of the shelter, expectations of you as our guest, and supportive services we provide to help you move forward and achieve your life goals.

Our Mission: St. John's Ministries (SJM) responds to those experiencing or at risk of homelessness (in the Green Bay area) in a way that honors their dignity, restores hope, and creates lasting change.

Our Vision: Through a spirit of familiarity, rapport, and trust each person will leave better than they came.

Admission Criteria

1. Individual must have no other housing options at time of presentation. This includes available emergency housing at other area shelters.
2. Individual must be 18 years of age or older.
3. Registered sex offenders are not able to reside at the shelter due to our proximity to a school.
4. Any individual presenting in a threatening manner to self or others will not be allowed into shelter.
5. Any individual with an outstanding warrant must get it cleared to be eligible for shelter.
6. Individual must be able to provide complete self-care: feeding self, making own bed, walking, personal hygiene.
7. Anyone with self-reported or documented, untreated, active TB will not be allowed into shelter until proof of medical clearance is provided.
8. Individual must agree to a criminal background check, notification of law enforcement, Department of Corrections, and specific service agency contacts.
9. Individual must be willing to provide complete intake information and sign all documents/releases.

SJM Adult Hold/Harmless/Indemnity Agreement

Guests agree that they will abide by all rules posted or verbally conveyed and will not be in possession of any weapons, illegal drugs, drug paraphernalia, or other illegal, banned, or dangerous substances.

St. John's Ministries will not be liable for the actions of the guests during their stay in shelter and while on shelter grounds.

Random Search Agreement for Illegal Drugs and/or Drug Paraphernalia

While I am a guest at St. John's Ministries or while my belongings are at the shelter, they are subject to random search. I give my permission for my person, locker/bin and sleeping area, vehicle, and any other personal items on the property of St. John's Ministries and shelter bordering neighbors' grounds to be searched by St. John's Ministries staff, Green Bay Police Department, Brown County Sheriff's Department, and/or other reasonable law enforcement agency. I am aware and understand that this may also include the use of police dogs (canine unit).

I have been notified and am aware that this facility is monitored by security cameras.

Grievance Policy and Procedure

All guests or potential guests have the right to submit a grievance regarding denial of admission, termination of residency, or other conditions of their stay which they wish to have reviewed. A grievance is defined as any dissatisfaction or problem a guest may encounter with any staff, volunteer, service or other guest of St. John's Ministries. If a guest has a grievance, he or she is asked to follow these steps:

1. Contact the shift lead and attempt to verbally resolve the situation.
2. Ask the shift lead for a grievance form. Fill it out and return it to the shift lead or shelter leadership within 24 hours. Failure to do so, or failure to stay in touch throughout the grievance process, will be considered a denial of request for grievance.
3. The staff member who receives the grievance form must notify the Shelter Manager and provide the form within 24 hours.
4. The Shelter Manager will hear and respond to the grievance within 48 hours of receipt. The grieving party, witnesses and any other involved party will be given the opportunity to speak.
5. If a guest wishes to appeal the grievance resolution of the Shelter Manager, it will be heard by the Associate Executive Director. The appeal will be heard and resolved within three days.
6. Shelter staff and the grieving party will be advised of the outcome set forth in the above timetables. If the grievance involves something other than the denial of admission or the termination of residency status, the Associate Executive Director is authorized to relax the time frame as is appropriate for the benefit of all involved.

Shelter Rules

- o Shelter is open 5 pm to 9 am daily. Guests are expected to be in shelter every night by the 9 pm curfew, unless a late curfew has prior approval by case management. Guests arriving after curfew will be denied shelter.
- o Searches of coats/jackets, pockets, shoes, backpacks/bags and all other belongings will be performed by security staff at shelter entrance.
- o Guest confidentiality is of primary importance at St. John's Ministries. Staff does not share guest information with anyone unless we have a signed Release of Information from that guest. Similarly, all guests are expected to respect the confidentiality of his or her fellow guests and not share any information about them outside shelter.
- o Possession and/or use of alcohol, vaporizers, drugs or drug paraphernalia, and/or controlled substances (without a prescription) is not allowed in the shelter or on St. John's Ministries property. If a guest presents with alcohol, it will be confiscated, and guest will not be allowed entry that evening. Police will be notified if any illegal substances or paraphernalia are confiscated, and the guest will be required to leave the shelter.
- o Guests are not allowed to bring any food or beverages into shelter. Any food items brought in must be consumed prior to check in or will be disposed of.
- o All medications must be in original prescription med bottles with guest identification. All meds, except nitro, inhalers, or skin creams MUST be checked in upon entry and will be returned at time of exit. Medications will be made available to guests at regular med call times throughout the evening and morning. All medications must be taken in the med room during designated times, in view of shelter staff. Guests are responsible for getting their meds at the posted open times. Any passing of medication to others will result in an exit from

shelter. Over-the-counter medications are allowed to be checked in, provided they are brought into shelter in their original, sealed bottle or blister pack.

- o Concealed weapons are not allowed in the shelter or on the property, including in guest vehicles parked in the shelter lot. All weapons, including pocketknives, box cutters, scissors, etc., or any items deemed by staff to be potentially harmful, must be checked in upon admittance. Guests may retrieve them when leaving shelter, the following morning. If any type of concealed weapon is found within shelter it will be confiscated. Guest will be asked to leave and must meet with the Security Director the following morning to discuss reentry plan.
 - o If a guest is asked to leave for the night and is believed to be a danger to self and/or others, any weapons in the shelter's possession will not be returned during this time.
- o Razors, hair spray/aerosol cans, chains, and anything else deemed potentially harmful or dangerous by staff will not be allowed in shelter and will not be checked in.
- o Guests with cars: License plate number, copy of a valid driver's license, proof of insurance and a description of the vehicle must be given to staff. A car may be parked on-site only after the required verification is on file. No people or animals may linger or sleep in vehicles. Guests who have been drinking are not allowed to park on St. John's Parish or St. John's Ministries property. Police will be notified if any guest attempts to leave the shelter (driving) while intoxicated or under the influence of drugs.
- o Bikes must be taken with the guest upon exit or they will be recycled.
- o Smoking is not allowed in the building. Supervised smoke breaks will occur at scheduled intervals: 6:45 pm, 8:45 pm, 9:45 pm and 7:00 am. Smoke breaks will last 10 minutes but may be shortened at security staff's discretion.
- o Propping doors open or smoking inside the facility is not allowed. Anyone smoking inside the facility will be asked to leave and must meet with Security Director the following morning to discuss reentry.
- o Outside smoking area is to be kept clean of butts and debris.
- o Guests are not allowed to enter cars during smoke break and must remain in designated smoking area.
- o Guests must inform staff of work schedule, classes, meetings, appointments, etc. that may make you late or require you to leave shelter. Case managers must verify requests to leave the shelter with the intent to return that evening, arrive after curfew and/or need a bag lunch.
- o Bus passes: Can be provided by case manager for verifiable appointments. Bus passes are determined on a case-by-case basis.
- o Everyone is responsible to maintain a clean environment. Guests must assist by doing daily chores. These are assigned at check-in.
- o Positive Choices Group will be offered from 9:00-9:30am each morning for guests who came into shelter under the influence the night before. Guests will be signed up upon entry. It is guest's responsibility to attend group the next morning. If guest chooses not to attend, guest must exit shelter at 8 am and three chores will be required the next night in. Anyone may choose to attend this group to start the day positively and help them plan their day.
- o Guests are not allowed in the kitchen, storage areas, or staff offices unless approved by staff.
- o Personal computers, tablets, cameras, video games and the recording or capturing of videos/pictures is not allowed in shelter.

- Outlets on the gym floor and in sleeping areas are not to be used to charge guest cell phones or other devices. These should be handed to staff to be charged in the staff office. All guests should be respectful of others when using cell phones at shelter, particularly in the sleeping areas. Failure to do so may result in the phone getting confiscated while the guest is in shelter.
- Respectful treatment of staff, volunteers and guests is always expected. Physical violence, physical contact, threatening behavior, swearing, racial slurs, using obscene gestures and/or intimate displays of affection are not tolerated and may result in exit.
- All guests must respect the neighborhood and its residents. Any guest reported to be cutting through yards or parking lots, urinating in public, hiding alcohol or belongings in bushes, entering buildings uninvited, in non-compliance of public building rules etc. may lose the privilege of staying at St. John's Ministries.
- Anyone choosing to leave the facility unsupervised by staff once checked in for the night will not be allowed back inside until the following evening. This includes going outside for any reason without prior staff approval.
- If staff exits a guest for any reason, the guest must come to Micah Center the following day to meet with the Security Director to determine the length of exit. It is guest's responsibility to follow through on this. Re-entry will not occur without this meeting.
- Multiple exits or exits resulting from violent or threatening behavior may result in the denial of shelter services for the remainder of the season.

Orientation to Shelter

- ❖ **Phone messages:** Guests may receive phone messages for jobs and emergency contact at Micah Center, Wellspring and shelter. For reasons of confidentiality, staff is not able to identify guests to callers. A message will be taken, and the guest will be notified when they arrive. The shelter phone number is 920-436-9344.

A shelter phone is available for guest use. Please be respectful of others when using the guest phone and keep calls as brief as possible.
- ❖ **Lunches:** Lunches may be available for guests who are working. To receive a lunch, please sign up the night before on the list posted by the kitchen. You must sign up each night to receive a lunch the following day.
- ❖ **Guest Supply Request Form:** Request forms are available in the evening for guests requiring clothing items, coats, backpacks, hygiene supplies, etc. After a form is filled, guest's items will be bagged and labeled, and made available on the rack next to the kitchen. Guests may also receive a referral to St. Vincent de Paul from their case manager to get clothing items not available at St. John's Ministries. Requests may be denied if excess items are obtained.
- ❖ **Laundry:** Each night, a limited amount of laundry bags will be given out for guests to get their laundry done. Bags will be distributed at 7 pm on a first come, first served basis. Upon receiving a bag, please fill it and return it to the laundry room immediately. If your job precludes you from being at shelter during laundry times, you may ask staff to hold a laundry bag for you. Laundry services may not be available on some nights at shift lead's discretion.
- ❖ **Showers:** Showers are available until 11 pm and after 5 am. Soap, shampoo and towels are provided. Please be sure to clean up after yourself in the bathroom.
- ❖ **Wake-up calls:** Guests may sign up for a wake-up call. The sign-up sheet is located near the kitchen. When signing up, please write legibly and include your name, bed location and time you need to be awoken. Staff will make one attempt to wake guest.

- ❖ **Mail:** Guests can receive mail at St. John's Ministries. However, St John's Ministries does not handle outgoing guest mail. Mail can be sent to guests at: 411 St John Street, Green Bay, WI 54301. Mail will be returned after 30 days if not picked up.
- ❖ **Meal Hours:** Dinner will be served from 5:45-7:15 pm. Only snacks will be available after 7:15 pm unless proof of job, school or verified appointment is provided to staff. A continental breakfast will be served between the hours of 6:15-7:45 am. All mealtime exceptions must be job, school, recovery or specific meeting related and approved by staff.
- ❖ **Eating Area:** No eating is allowed in the sleeping or TV areas. Guests are only allowed to eat at the tables, never in recliners. Food cannot be stored in bins or sleeping areas.
- ❖ **Medication room:** Med Room will be open during the evening and morning hours so guests may have access to their medications. Med room times are 6 pm, 8 pm, 9 pm (bedtime meds only), and 6-8 am. Guests needing to take their meds are expected to be in line at med call times.
- ❖ **Appropriate Clothing:** A top, bottom and slippers/socks must always be worn. Clothing that doesn't cover the body appropriately or is otherwise deemed by staff to be offensive is not allowed.
- ❖ **Bunks:** Bunks in sleeping rooms will be assigned. On the first night of arrival a guest will receive a bin of bedding. It should be clearly labeled with the first name and first three letters of the last name. Prior to lying down, guest must properly put the fitted sheet on the mattress. All bedding must be stripped off bed and stored in guest bin in the morning, and mattress wiped down with a disinfectant wipe. Exception: guests in the stability rooms may keep their beds made.
- ❖ **Bed linens:** (sheets and pillowcases only) change procedure (Sunday and Wednesday night). Clean linens will be made available while dirty linens are to be placed in designated green bins.
- ❖ **Hygiene:** A minimum of three showers per week is required and daily showers are preferred. This is for personal cleanliness and for the courtesy of others staying at the shelter.
- ❖ **Guest personal belongings:** A tote is available to store items. All items that do not fit in the space assigned will need to be stored at an off-site location. All valuables (ID's, bus passes, etc.) must be kept with an individual – not left in totes. **Any personal clothing or items left more than one night will be recycled as time permits.** Personal papers and ID's will be saved and placed in guest folders by staff. If a guest returns after their items have been recycled, they can fill out a request form, but requests cannot be made for specific recycled clothing items. A general request will be filled on the same schedule as other guests. Personal belongings must fit in the tote, with no overflow, and be neatly arranged.
- ❖ **Case Management Appointments:** Guests must schedule Case Manager appointments. Immediate needs can be addressed by sign-up at Micah Center or Wellspring daily. Regular meetings to discuss your needs or goals, workshop attendance and goal follow through are required to remain in shelter. Guests are asked not to interrupt a case manager during a scheduled meeting with another guest. Sobriety is required during all case management meetings.
- ❖ **Lights Out:** In the main floor living area: Lights will be dimmed at 9:30 pm nightly. Lights will be turned off at 10:30 pm Sunday through Thursday and 11:00 pm Friday and Saturday. Lights may be turned down early at staff's discretion.

In Sleeping Rooms: PMs: Overhead lights will go off at 7:30 pm, lamps will go off at 10 pm. AMs: Lamps will go on at 6:00 am, Overhead lights will go on at 7:00 am.

- ❖ **Smoke breaks:** Only during designated times/staff present: 6:45 pm, 8:45 pm, 9:45 pm and 7:00 am. Smoke breaks will last up to 10 minutes, and guest must re-enter when directed by staff.
- ❖ **Contributions:** It is required that guests complete a daily contribution/chore every day which is assigned at the time of sign-in. Consideration will be made for disabilities. If the guest fails to complete their listed chore, two contributions will be assigned for the next night in. Repeated failure to complete assigned chores may affect guest's eligibility at shelter.
- ❖ **Providers:** Outreach Healthcare (nurse practitioner for health care needs, and medical case manager for eyeglasses and dental care), Brown County Case Management, Foundations (Mental Health Therapist) and PATH (Mental Health Outreach Worker), and Veteran services may all be available (if guests sign up) on-site each week Tuesday mornings from 7:30-9:30 am. Sign up for all services is required ahead of time. Sign-up on Monday evening.
- ❖ **Check In:** Guest must check in and check out of shelter each day. Guests must be in shelter by 9:00 pm each night, and must be awake, have belongings and bedding put away, and checked out by 9:00 am.

Termination of Services

Grounds for termination of services are based on shelter rules and regulations that are covered during the initial intake process and may include, but are not limited to the following:

- Providing false, incomplete or otherwise misrepresenting information regarding themselves: other housing options, inaccurate name and birthdate and registered sex offender status.
- Continued inappropriate behavior after repeated warnings.
- Threats or any behavior that is meant to intimidate staff, volunteers or other guests
- Physical altercation while on-site.
- Not cooperating with police while staying at shelter.
- Lack of follow-through on goals with case management
- Rejecting other housing options

St. John's Ministries staff reserve the right to end any guest meeting, interaction or nightly stay if the guest is found to be threatening, demonstrate undue belligerence, or has become too upset or agitated to remain in shelter without causing undue stress and anxiety to other guests. Guest will be referred to Crisis Center if needed or police will be called.

The procedure listed below will be followed if the staff feels a termination or limitation of services is warranted:

- If negative behaviors continue or escalate after staff attempts to de-escalate a situation, guest will be warned and perhaps exited for the evening.
- Multiple exits during the season may result in the inability of guest to return for the remainder of the season. If significant threatening behavior is demonstrated by the guest, he or she will be exited from the shelter for the remainder of the season – even if this is the first incident.
- If a guest initiates conversation with the Security Director to discuss possible return, the discussion will be based on guest's willingness to address issues that resulted in his/her exit from shelter. Several conversations may need to take place before guest could potentially return to shelter. The Security Director will make the final decisions regarding the ability of guest to return after final exit.
- At any point in time, a grievance may be filed in response to a termination of services.

Programs

o Stability / Employment Programming Room

Guests who are employed and/or actively working on their mental health stability or AODA recovery or focusing on their jobs/income and work on budgeting their money, while remaining totally sober may be eligible for the Stability Room within the shelter. Guests must be working on stabilizing themselves and their lives and be open

to the support and guidance from others who are also experiencing issues in their life. Applications are available from case managers.

Micah Center

The Micah Center is a year-round daytime resource center for adults who are experiencing homelessness or who are at risk of homelessness. St. John's Ministries guests are encouraged to use this valuable resource. Services offered include case management, computer lab, medical exams and screening and various workshops.

The Micah Center is located at:

612 Stuart Street
Green Bay, WI 54301
Phone: 920-617-8700
Fax 920-617-8701

The Micah Center is open Monday through Friday from 8:30 am to 4:30 pm during the emergency shelter season (November 1 to April 31) and from 7:00 am to 3:00 pm during the non-emergency shelter season (May 1 to October 31).

Wellspring

Wellspring is a daytime resource center for women in the heart of downtown Green Bay. The center provides a peaceful, caring place to connect with other women who are facing similar issues and difficulties, especially when their lives get very challenging. For many women in transition, Wellspring serves as another family, a place to belong, a friend away from home – with programming focusing on mind, body and spirit.

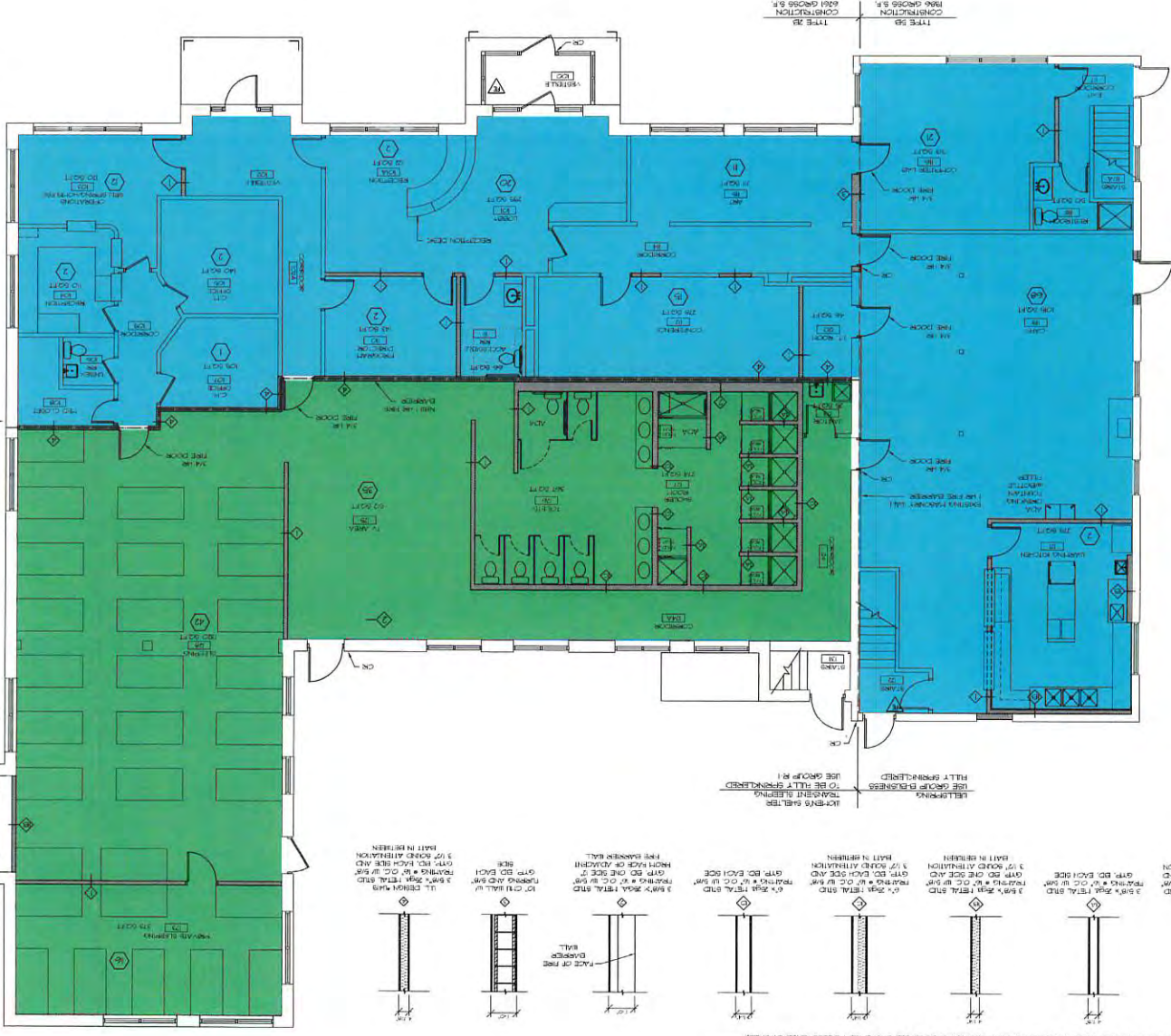
Wellspring is located at:

413 Dousman St
Green Bay, WI 54303

Phone: 920-857-9587
Fax 920-770-0919

Wellspring is open Monday through Friday from 8:30 am to 4:30 pm during the emergency shelter season (November 1 to April 31) and from 7:00 am to 3:00 pm during the non-emergency shelter season (May 1 to October 31).

1 RENOVATION FLOOR PLAN
SCALE 3/16" = 1'-0"

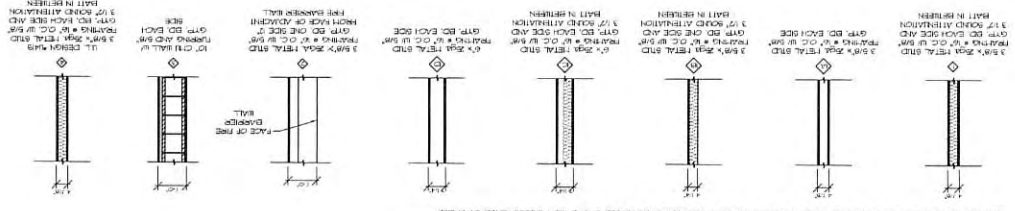


LEGEND:

- THICK LINE: 2" WALL
- THIN LINE: 1/2" WALL
- DOOR: DOOR
- WINDOW: WINDOW
- STAIR: STAIR
- ELEVATOR: ELEVATOR
- RECEPTION: RECEPTION
- CONFERENCE: CONFERENCE
- TRAINING: TRAINING
- RESTROOM: RESTROOM
- WOMEN'S SHELTER: WOMEN'S SHELTER
- WELL SPRING: WELL SPRING

WOMEN'S SHELTER
3,284 SQ. FT.

B-BUSINESS OCCUPANCY
WELL SPRING
4,255 SQ. FT.



NOTE: ALL WALLS ARE TO BE WELL LIGHT HOOP TO BOTTOM OF DECK ABOVE, AND BE SEALED BY ROOFING RIGHT IN THE WALL JOINTS OR OTHERWISE.



1.3

AGL

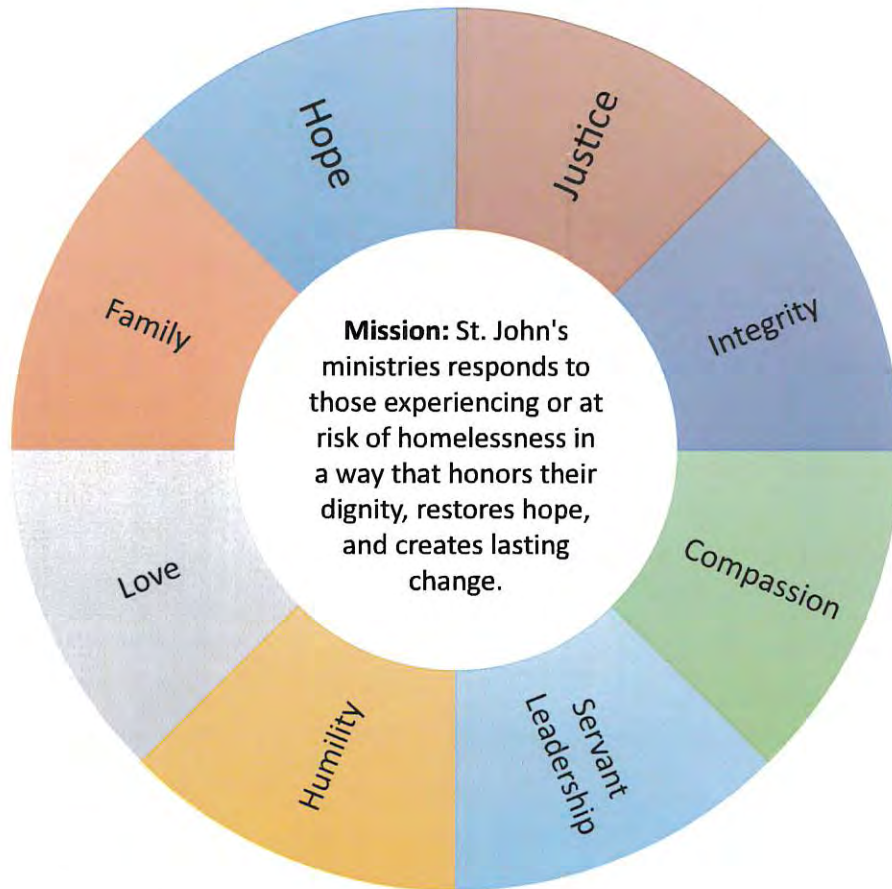
ARCHITECTS GROUP LIMITED
1825 South Western Avenue Suite 202
Green Bay, Wisconsin 54301
920-432-1232 FAX 920-432-7283

DATE: 1/11/2021
DRAWN BY: D.A.B.

REVISIONS:
1. 1/11/2021

PROJECT: ST. JOHN'S MCOAH CENTER
700 EAST WALNUT STREET
GREEN BAY, WI 54304

St. John's Ministries



	We will act justly, love mercy, and walk humbly.
	We will strive to do what is right in the eyes of God and others.
	We will carry one another's burdens.
	We will use whatever gifts we've received to serve.
	We will value others above ourselves, looking to the interest of others.
	As we have been loved, so we will love one another.
	We recognize we form one body and belong to one another.
	We will fix our eyes not on what is seen but on what is unseen.

Vision: Through a spirit of familiarity, rapport, and trust, each person will leave better than they came.



City of Green Bay
Department of Community and Economic Development

May 11, 2021

Customer 1:
Carl Winnekins
Architects Group Limited
1825 S Webster Av
Green Bay, WI 54301

Property Owner:
ROB FRAZIER
ST JOHN THE EVANGELIST HOMELESS
SHELTER INC
1825 RIVERSIDE DR
GREEN BAY WI 54301
700 E WALNUT ST..14-333
MICAHA CENTER
BUILDING - IIB & VB Construction, B w/ R1, Fully
Sprinkled - Level 3 Alteration w/ Partial Change of
Occupancy

Project #104663/Plan #26531
Review Fee: \$600.00
Building Area: 50,000 Cu.ft. or larger,
2 floors
Project Area: 5,953 SF

Re: BUILDING - IIB & VB Construction, B w/ R1, Fully Sprinkled - Level 3 Alteration w/ Partial
Change of Occupancy including the following element(s): SBD-118 and Plans

The submittal has been reviewed for conformance with applicable Wisconsin Administrative Codes and Wisconsin Statutes. The submittal has been **Conditionally Approved**. The owner, as defined in chapter 101.01(2)(e), Wisconsin Statutes, is responsible for compliance with all code requirements.

The following conditions shall be met during construction or installation prior to occupancy or use:

- **Note, the plans were submitted and subsequent revised sheets CC and 1.3 were submitted. The revised sheets were added to the plans and the voided sheets removed.**
- **The building was B and will be partially changed to R1. The building will be fully sprinkled. Please read this letter carefully. There are conditions of approval that shall be met prior to permitting.**
- **This conditional approval is contingent on the approval of a site plan that depicts the change of use. The site plan is to be submitted to and reviewed by the City of Green Bay. Permits CANNOT be taken out until the site plan is approved.**

CONDITION
APPROV
CITY OF GREEN BAY, WI
Inspection Division

- One set of approved plans must be kept at the building site and available to the City of Green Bay Inspectors during construction. Per SPS 361.33, these plans are also required by code to stay with the building at all times for both current and future owners. The plans shall be open to inspection by the department or authorized representative, such as Building Inspectors, Fire Marshals, etc. **Not having the plans on site will result in postponement of the inspection until they are provided and result in a \$50 reinspection fee.**

- To expedite plan reviews, starting in 2021 plans reviewed under the International Existing Building Code, 2015 Edition, will require a short narrative of the alteration, spaces altered, changes of occupancies or additions the project will undertake. Please include in the narrative on the plans, in addition, the following information is required on the plans: the project's occupancy or multiple occupancies, adjacent occupancies to the buildout, and occupancies both above and below the area to be altered. Include all fire rated assemblies, vertical and horizontal, that are in place or to be installed. The narrative shall be on the plan set code page, life safety page, title page, or where applicable for early viewing in the plan set.

- Listed firestop systems are essential to the life and safety aspect of the building. The General Contractor shall have on site prior to construction the approved firestop systems and product cut sheets that will be used on the project. This information shall be available to the inspectors upon request. **Failure to provide the cut sheets will result in postponement of the inspection until such cut sheets are provided and a reinspection fee of \$50.**

- In accordance with City of Green Bay Municipal Code 13-1815(b&c), both ground and roof mounted mechanical/utility equipment shall be screened. Per the municipal ordinances, ground-mounted equipment shall be screened by a decorative wall constructed of materials compatible with the overall architectural design of the development and softened with landscaping. Roof-mounted equipment shall be screened, preferably by parapet walls. Building materials for screening roof-mounted equipment shall be identical to or substantially similar to the facade of the building on which the items are located. Screening shall be an integral part of the building's architectural design. **Submit ground and/or roof mounted screening details for review and approval to Paul Neumeyer at 448-3405 or paulne@greenbaywi.gov.**

- Under State statute, plans are to be retained at the building and available upon request at any time. Ensure a safe, secure location of plans.

- Note: Please bring all sub-contractor permits (Electrical, HVAC & Plumbing) to obtain the Building Permit. All permits must be filled out and signed. **All permits are taken out by the general contractor, not by the individual trades.**

- **Fire suppression and alarm system shall be submitted to DSPS for review and approval. Submit verification documentation of State approval.**

- In accordance with code, the building volume is over 50,000 cu ft which requires professional supervision and a compliance statement. **A Compliance Statement shall be submitted to this office at project completion and prior to occupancy.**

- **Note: All inspections during construction and a final inspection shall be requested and completed prior to occupancy.**
- **Note: This submittal for review was for the building plan. Both plumbing and HVAC plan submittals and reviews are required for this project.**
- In accordance with IBC 703.7, firewalls, fire barriers, fire partitions, smoke barriers, and smoke partitions or any other wall required to have protected openings or penetrations shall be effectively and permanently identified with signs or stenciling. The identification shall be within 15' of each end of each wall and repeated at interval not exceeding 30', minimum letter height of 3" and have suggested wording: "3 HOUR FIRE WALL - PROTECT ALL OPENINGS". See also additional criteria contained within this section of code.
- In accordance with IBC 707.5, fire barriers shall extend from the top of the foundation or floor/ceiling assembly below to the underside of the floor or roof sheathing, slab or deck above and shall be securely attached thereto.
- In accordance with IBC 707.6, each opening through a fire barrier shall be protected in accordance with Section 716. Openings shall be limited to a maximum aggregate width of 25% of the length of the wall, and the maximum area of any single opening shall not exceed 156 square feet.
- In accordance with IBC 707.7, penetrations of fire barriers shall comply with Section 714.
- In accordance with IBC 718.1, fireblocking and draftstopping shall be installed in combustible concealed locations in accordance with this section.
- In accordance with IBC 718.2.2, fireblocking shall be provided in concealed locations in accordance with this section, in particular horizontally at intervals not exceeding 10 feet.
- In accordance with IBC 805.1, combustible materials installed on or embedded in floors of building of Type I or II construction shall comply with Sections 805.1.1 through 805.1.3
- In accordance with IBC 1008.2, the means of egress, including the exit discharge, shall be illuminated at all times the building space served by the means of egress is occupied.
- In accordance with IBC 1010.1.9.1 and ICC/ANSI A117.1 Section 404.2.6, door handles, pulls, latches, locks, and other operating devices on doors required to be accessible by Chapter 11 shall not require tight grasping, tight pinching or twisting of the wrist to operate.
- In accordance with IMC 306.5, where equipment requiring access and appliances are installed on roofs or elevated structures at a height exceeding 16 feet, such access shall be provided by a permanent approved means of access.
- In accordance with IBC 1013.1, exit signs shall comply with the requirements of that section.

- In accordance with IBC 1109.13, controls, operating mechanisms and hardware intended for operation by the occupant, including switches that control lighting and ventilation and electrical convenience outlets, in accessible spaces, along accessible routes or as parts of accessible elements shall be accessible.
- In accordance with IBC 1510.6, mechanical equipment screens shall be constructed of the materials specified for exterior walls in accordance with the type of construction of the building.
- In accordance with SPS 361.36(1)(c), the Conditional Approval for alterations shall expire one year from the date of the approval.

A copy of the approved plans, specifications, and this letter shall remain on-site during construction and open to inspection by authorized representatives of the City of Green Bay Inspection Division and Wisconsin Department of Safety and Professional Services. All permits required by the State and City of Green Bay shall be obtained prior to commencement of construction, installation, or operation.

This project is under the inspection jurisdiction of the City of Green Bay Inspection Division. As inspection concerns arise, feel free to contact the Department of Community and Economic Development at (920) 448-3300. Inquiries concerning this correspondence may be made to me at the telephone number listed below or at the address on this letterhead. Please refer to **Project #104663** when making an inquiry or submitting additional information.

Sincerely,



Paul Van Calster, P.E.
Chief Building Official, (920) 448-3299



Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.11

(ED 21-01) Consideration with possible action on a request to discontinue and release temporary ingress/egress easement granted across Lots 7 and 8, and Outlot 1 of Plat of Rail Yard, submitted by the City of Green Bay, Department of Public Works (Ald. R. Scannell, District 7).

BACKGROUND

Primary Address: Railyard District Lots 7 and 8, and Lot 1 of Plat of Railyard.

Aldersperson /District: Alderman Randy Scannell / District 7

Reason for Request: To discontinue and release a temporary ingress/egress easement used during construction of Donald Driver Way.

Analysis: This 30 ft. wide temporary ingress/egress easement was granted to the City, as recorded in the Plat of The Rail Yard, during the construction of Donald Driver Way and Bond Street. With the completion of this street project, the temporary easement is no longer needed. This application and resolution will release this easement.

Ald. Randy Scannell, adjoining property owners, and the agencies below, were informed of the request. Agencies were informed that if they failed to respond or indicate locations of facilities, it will be assumed that none are present. No objections were received from property owners.

- Department of Public Works: No Objection
- Wisconsin Public Service: No Response
- AT&T: No Response
- Green Bay Water Utility: No Objection
- Time Warner Cable: No Response
- Department of Parks, Recreation, & Forestry: No Objection
- American Transmission Company: No Objection
- Mobilitie: No Response
- NEW Water: No Objection
- Charter: No Objection

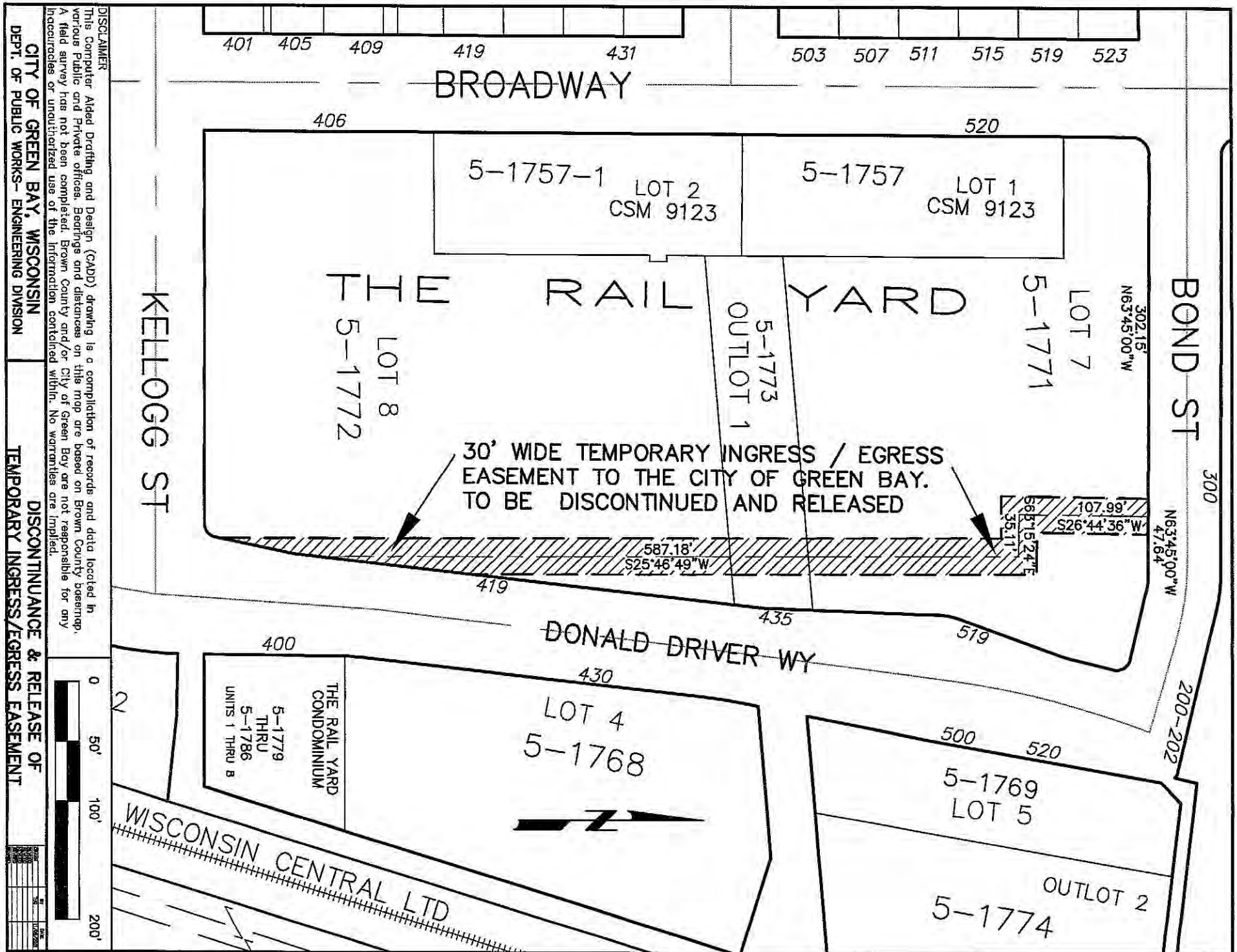
RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

1. ED 21-01 Map
2. ED 21-01 Easement Exhibit





Report to the Green Bay Plan Commission

MEETING DATE

December 13, 2021

PREPARED BY

Madison Smith

AGENDA ITEM # E.12

(ED 21-02) Consideration with possible action on a request for the release of a utility easement discontinuance located at 1440-1450 Velp Avenue, submitted by Mau & Associates, LLP (Ald. M. Steuer, District 10).

BACKGROUND

Primary Address: 1440-1450 Velp Avenue

Aldersperson / District: Ald. Mark Steuer / District 10

Mau & Associates, LLP, is working with Hurckman Mechanical on a project that requires the release of an easement to vacate a 6 ft. wide public utility at 1440-1450 Velp Avenue. The request is for the City to endorse ED 21-02 and allow the construction of the project to continue.

The subject utility easement is located on the west side of the City of Green Bay along Velp Avenue within an Opportunity Zone and a Community Development Block Grant Area (CDBG). The property owner is John F and Amy S. Hurckman Living Trust. However, the application was submitted by Mau & Associates, LLP. The petitioner and owner are working together on a project that requires the discontinuance of a 6 ft. wide public utility easement to be vacated. This area is along the northeastern line of Lot 2 of Volume 6, Certified Survey Map, Page 406, Map No. 1603, Document No. 863127, Brown County Register of Deeds. The potential easement discontinuance area is illustrated in "Exhibit A" and the petitioner is requesting the City to endorse the vacation and allow the project to continue.

Diggers Hotline has identified the City of Green Bay Department of Public Works as having a stake in the subject area. Thus, Mau & Associates, LLP, would need a signed "Release of Easement" document recorded in order to have the easement vacated showing due diligence and to ensure this action is "retraceable" by future individuals. The easement discontinuance would allow Hurckmann Mechanical to construct an addition to the existing building at that location. The current land use is commercial industrial buildings. The site has also been remodeled internally since being constructed and no longer needs the northern public utility easement.

The proposed easement discontinuance of a public utility line located on 1440-1450 Velp Avenue does not conflict with the current and future land uses as reflected in the City's Comprehensive Plan. Ald. Mark Steuer and adjacent property owners have been notified of the request. As of the drafting of this report, staff has received no comments or objections.

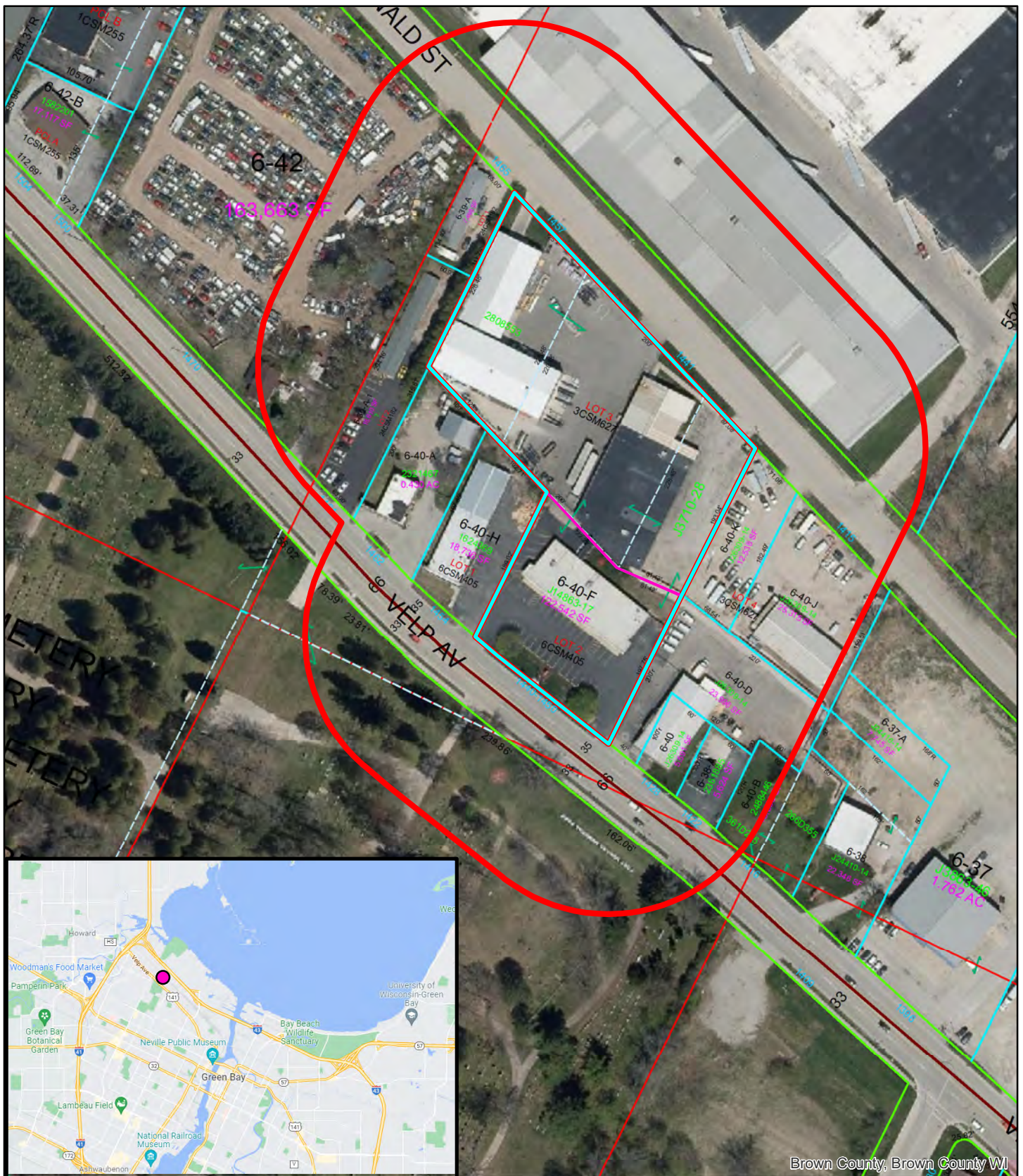
RECOMMENDATION

Approval.

FISCAL IMPACT

ATTACHMENTS

1. ED 21-02 Color Map
2. ED 21-02 BW Map
3. ED 21-02 Aerial Photo
4. ED 21-02 Donald Driver
5. ED 21-02 Future Landuse Map
6. ED 21-02 Velp Street Photo
7. ED 21-02 Zoning Map
8. ED 21-02 Resolution



Brown County, Brown County WI

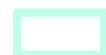


(ED 21-02) Easement Discontinuance

1440-1450 Velp Avenue

Green Bay, WI, 54303

0 40 80 160 Feet



Parcel



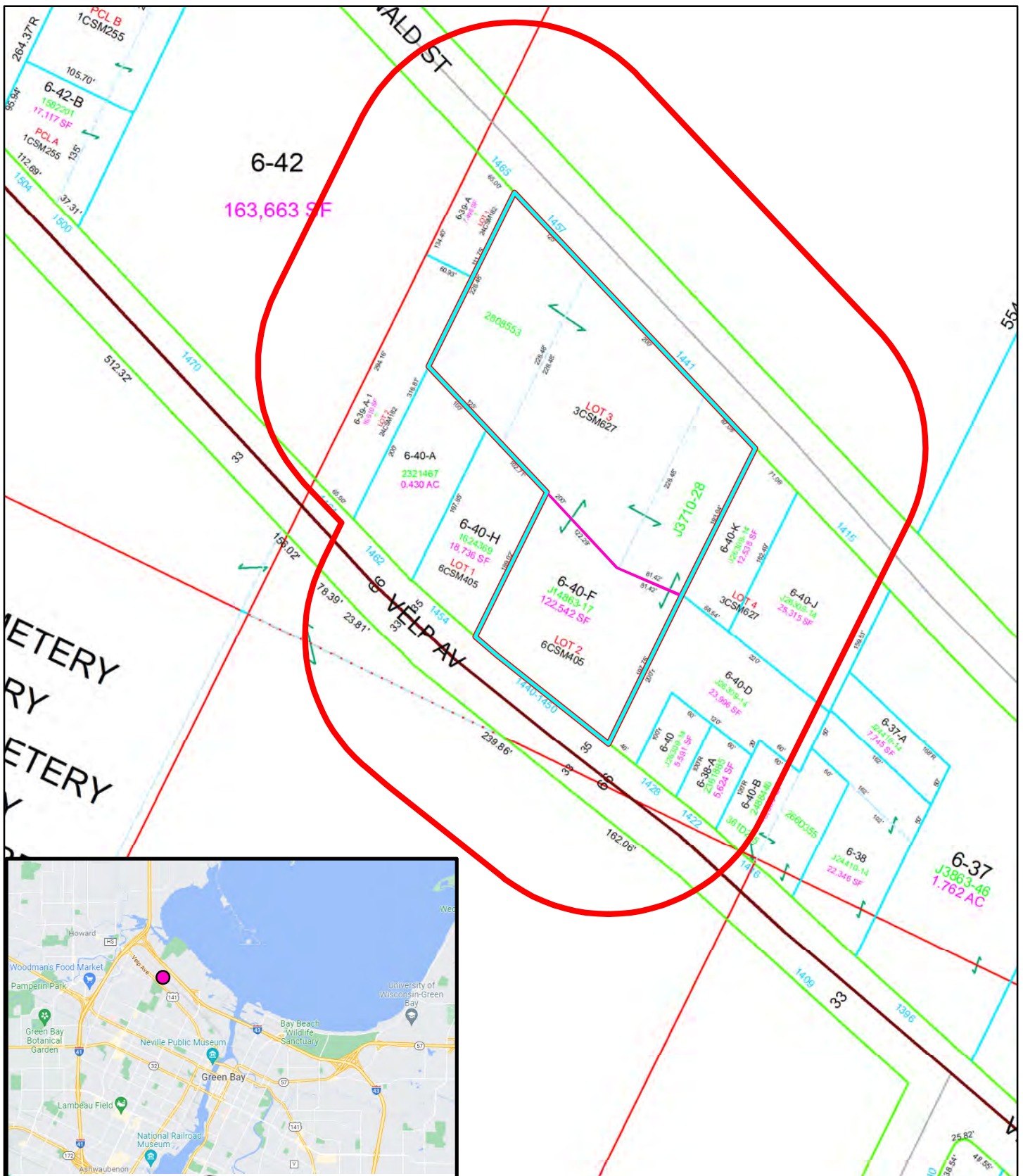
Public Utility Easement



Notification Area
200'

Parcel Number:
6-40-F

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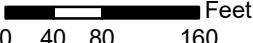


(ED 21-02) Easement Discontinuance

1440-1450 Velp Avenue

Green Bay, WI, 54303

0 40 80 160 Feet



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Parcel Number:
6-40-F

Parcel

Public Utility Easement

Notification Area
200'



Donald St

Donald St

Donald St

Cars-More
Used car dealer

Green Bay Rebuilders
Auto parts store

Hurekman
Mechanical Industries

Endless Expansion
Custom Tattoo
Tattoo shop

Velp Ave

141



Future Landuse – I440-I450 Velp Ave



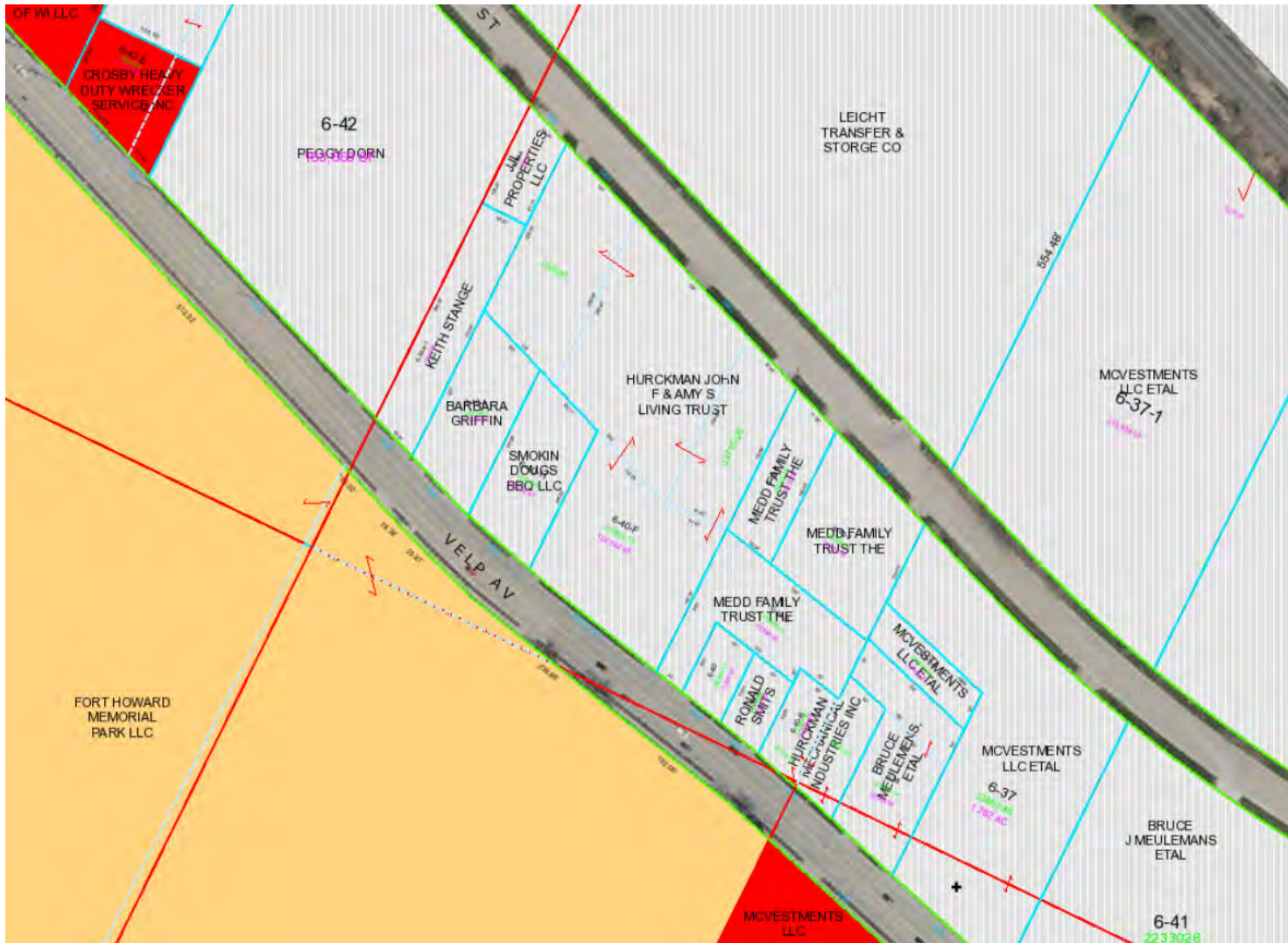
Future Landuse Legend

- Business Park
- Commercial
- General Industry
- High Intensity Retail, Office or Housing
- Institution
- School
- Other Public or Semi Public
- Water
- Low Density Residential
- Low / Medium Density Housing
- Medium / High Density Housing
- Light Industry
- Medium Intensity Retail, Office or Housing
- Traditional Neighborhood Development
- Unknown
- Undevelop
- Parks
- Downtown
- Private Open Space
- Wetlands





Current Zoning – I440-I450 Velp Ave



Zoning Legend

- RR - Rural Residential
- R1 - Low Density Residential-New Lots
- R2 - Medium Density Residential
- R3 - Varied Density Residential
- OR - Office Residential
- NC - Neighborhood Commercial
- C1 - Commercial One
- C2 - Commercial Two
- C3 - Commercial Three
- D1 - Downtown One
- D2 - Downtown Two
- GI - General Industry
- S-RI - Special District Light Industry
- LI - Light Industry
- BP - Business Park
- PI - Public Property / Institutional
- CON - Conservancy



**RESOLUTION AUTHORIZING
RELEASE OF LANDSCAPE EASEMENT FOR
1440-1450 VELP AVENUE
(ED 21-02)**

December ____, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, a request has been filed with the Common Council requesting a partial landscape easement be discontinued at 1440-1450 Velp Avenue.

WHEREAS, the Plan Commission of the City of Green Bay has given approval to such discontinuance, subject to the following conditions:

1. Department of Public Works has no objection and does not have facilities present in the subject area.
2. In the event that sidewalks are required to be constructed along Velp Avenue, the adjacent owner(s) shall, at their expense, regrade the area to conform to the established sidewalk grade ordinance.

NOW, THEREFORE, BE IT RESOLVED, pursuant to Easement Discontinuance 21-02 and the recommendation of the Plan Commission on December 13, 2021, the City of Green Bay does authorize the requested easement discontinuance for the following parcel located along Velp Avenue:

Tax Parcel: 6-40-F.

Legal Description: Part of Lot 2, Volume 6, Certified Survey Map, Page 405, Map No. 1603, Document No. 863127, Brown County Records, being located in Lot 57 of the Fort Howard Military Reserve, City of Green Bay, Brown County, Wisconsin. Bearing referenced to the Northwestern Line of Lot 2, assumed to be N25.52'45"E.

18,612 SQ FT LOT 2 OF 24 CSM 182 BNG PRT OF LOT 57 FORT HOWARD MILITARY RESERVE. 122,542 SQ FT LOT 3 IN 3 CSM 627 & PRT LOT 4 DESC IN J03710-28 & LOT 2 OF 6 CSM 405 BNG PRT OF LOT 57 FHMR & PRT OF LOT 57 FHMR DESC IN 2808553 & EX PCL 169 OF TPP 1450-04-21-4.25. Utility Easement: S43.41'35"E 122.29', S67.53'34"E 81.82'.

Adopted _____

Approved _____

Eric Genrich, Mayor

Celestine Jeffreys, Clerk

MS

Attachment – Map

DRAFT