



MINUTES OF THE GREEN BAY PLAN COMMISSION

MONDAY, NOVEMBER 28, 2022, 6:00 PM

**In person at City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.**

A. ZOOM MEETING INFORMATION.

I. This item contains Zoom information, instructions, and a link to the Virtual Comment Form.

B. ROLL CALL.

I. Members: Lisa Hanson - Chair, Jacob Miller - Vice-Chair, Ald. Jim Hutchison, Sidney Bremer, Derius Daniels, Ken Rovinski, and Michael Poradek.

Present: Jim Hutchison, Jacob Miller, Lisa Hanson, Sidney Bremer (Arrived at 6:02 p.m.), Ken Rovinski, Michael Poradek

Excused: Derius Daniels

Others Present: Ald. Bill Galvin

C. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the November 28, 2022, meeting of the Green Bay Plan Commission.

Moved by Ken Rovinski, seconded by Jacob Miller to approve the agenda. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

D. APPROVAL OF MINUTES.

I. Approval of the minutes from the November 7, 2022, meeting of the Green Bay Plan Commission.

Moved by Michael Poradek, seconded by Ken Rovinski to approve the minutes. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain-

None.

E. REGULAR BUSINESS.

1. (PP 22-06) Consideration with possible action on request by Green Bay Packers to approve a modified Lambeau Field scoreboard sign.

Moved by Sidney Bremer, seconded by Ken Rovinski to approve the request by the Green Bay Packers to approve a modified Lambeau Field scoreboard sign.

No vote was taken as an interested party wanted to speak.

Moved by Ken Rovinski, seconded by Michael Poradek to open the floor. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

Speakers: Jon LeRoy, Jerry Hanson

Moved by Ken Rovinski, seconded by Michael Poradek to close the floor and return to regular business. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

A motion is currently on the table, moved by Sidney Bremer, seconded by Ken Rovinski to approve the request by the Green Bay Packers to approve a modified Lambeau Field scoreboard sign. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

2. (ZP 22-39) Public Hearing on request for a Conditional Use Permit (CUP) to allow for continued shelter operations at 411 - 427 St. John Street, submitted by St John's Ministries, petitioner, St John's Congregation, property owner (Ald. B. Johnson, District 9).

Chair Lisa Hanson read into record the rules and procedures for tonight's public hearings. These public hearings have been properly posted.

Chair Lisa Hanson opened the floor for the Public Hearing on request for a Conditional Use Permit (CUP) to allow for continued shelter operations at 411 - 427 St. John Street, submitted by St John's Ministries, petitioner, St John's Congregation, property owner (Ald. B. Johnson, District 9).

Speakers: David Buck, Cinnamon Harley, Ald. Bill Galvin

Chair Lisa Hanson asked staff and the public three (3) times if there was anyone else wishing to speak. Hearing/seeing no one, the Public Hearing was closed.

3. (ZP 22-39) Consideration with possible action on request for a Conditional Use Permit (CUP) to allow for continued shelter operations at 411 - 427 St John Street, submitted by St John's Ministries, petitioner, St. John's Congregation, property owner (Ald. B. Johnson, District 9).

Moved by Michael Poradek, seconded by Ken Rovinski to open the floor. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

Speakers: David Buck, Ald. Bill Galvin, Neil Stechschulte, Will Peters, Cinnamon Harley

Moved by Michael Poradek, seconded by Ken Rovinski to close the floor. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

Moved by Michael Poradek, seconded by Ken Rovinski to approve the request for a Conditional Use Permit (CUP) to allow for continued shelter operations at 411- 427 St. John Street, subject to:

- a. A maximum 140-bed temporary emergency homeless shelter located in the former St. John's School, 411-427 St. John Street (Tax Parcel No. 13-106). Building analysis for capacity maximums shall be conducted by the City's Inspection division prior to occupancy.
- b. If the temporary emergency facility use is discontinued, the operation is dissolved, or if St John's Ministries no longer 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.
- c. At the discretion of the Common Council, Plan Commission, or the Director of Community and Economic Development, a review may be required by the Plan Commission to ensure compliance with this conditional use permit and identify any areas of concerns including but not limited to:
 1. Police calls and other documented safety concerns.
 2. Inadequate facilities.
- d. A mandatory background check is required for all shelter residents.
- e. St. John the Evangelist Homeless Shelter staff shall maintain a history of residents for the previous three years and shall utilize HMIS: Homeless Management Information System or other data collection platform agreed upon by all shelter facilities within the community.
- f. The submitted operational plan shall be approved by the Green Bay Police Department and Brown County Human Services.
- g. Conformance with the submitted operating plan for St. John the Evangelist Homeless Shelter.
- h. St. John's shall meet annually with the Downtown Neighborhood Association, if active.

Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No- None, Abstain- None.

4. (ZP 22-40) Public Hearing on request for a Conditional Use Permit (CUP) to allow shelter operations at 430 S. Clay Street, submitted by We All Rise: African American Resource Center, applicant, on behalf of Transformation House Inc., property owner (Ald. B. Galvin, District 4).

Chair Lisa Hanson opened the floor for the Public Hearing on request for a Conditional Use Permit (CUP) to allow shelter operations at 430 S. Clay Street, submitted by We All Rise: African American Resource Center, applicant, on behalf of Transformation House Inc., property owner (Ald. B. Galvin, District 4).

Speakers: Stephanie Hummel, Robin Scott, Ald. Bill Galvin

Chair Lisa Hanson asked staff and the public three (3) times if there was anyone else wishing to speak. Hearing/seeing no one, the Public Hearing was closed.

5. (ZP 22-40) Consideration with possible action on request for a Conditional Use Permit (CUP) to allow shelter operations at 430 S. Clay Street, submitted by We All Rise: African American Resource Center, applicant, on behalf of Transformation House Inc., property owner (Ald. B. Galvin, District 4).

Moved by Sidney Bremer, seconded by Michael Poradek to open the floor. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No-None, Abstain- None.

Speakers: Stephanie Hummel, Robin Scott, Cinnamon Harley

Moved by Michael Poradek, seconded by Jacob Miller to close the floor and return to regular business. Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No-None, Abstain- None.

Moved by Michael Poradek, seconded by Sidney Bremer to approve the conditional use permit to allow shelter operations at 430 S. Clay Street subject to the following conditions:

- a. The maximum capacity of the shelter shall not exceed 49 individual residents. This number may be reduced during Site Plan Review based on building capacity. The Zoning Administrator may decrease the maximum number of residents allowed. Any increase in resident capacity will require Plan Commission and Common Council approval.
- b. If the shelter facility use at 430 South Clay Street is discontinued, the operation is dissolved, or if We All Rise: African American Resource Center 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.
- c. At the discretion of the Common Council, Plan Commission, or the Development Director, a review may be required to ensure compliance with this conditional use permit, and to identify areas of concerns with the rooming & boarding house, including, but not limited to:
 1. Police calls and other documented safety concerns.
 2. Adequacy of the shelter.
- d. A mandatory background check for all residents is required.
- e. We All Rise: African American Resource Center staff shall maintain a history of residents for the previous three years and shall utilize HMIS: Homeless Management Information System or other data collection platform agreed upon by all shelter facilities within the community.
- f. Adherence to the operating plan as submitted by the applicant.
- g. Approval by the Community Development Review Team (CDRT) of the site plan.
- h. An annual meeting shall be held with whichever recognized Neighborhood Association's boundaries include 430 S. Clay Street.
- i. Compliance with all other regulations of the Green Bay Municipal Code.

Motion Passed.

Yes- Jacob Miller, Lisa Hanson, Sidney Bremer, Ken Rovinski, Jim Hutchison, Michael Poradek, No-None, Abstain- None.

F. INFORMATIONAL.

1. Director's Report.

Neil Stechschulte presented the Director's Report.

2. Date of next meeting: December 12, 2022

G. ADJOURNMENT.

Chair Lisa Hanson adjourned the meeting.