



MINUTES OF THE GREEN BAY PLAN COMMISSION

MONDAY, MAY 11, 2026, 6:00 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. ZOOM MEETING INFORMATION.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/89807832363?pwd=hbXVaci8EmXu3rNzVafMVwXDhFg693.I>

Or call in by phone: +1 312 626 6799

Meeting ID: 898 0783 2363

Passcode: 421007

If you wish to leave a comment for this public meeting, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. ROLL CALL.

- I. Members: Chair Lisa Hanson, Vice-Chair Jacob Miller, Ald. Jim Hutchison, Derius Daniels, Ken Rovinski, Emma Fulwilder and Kelsey Lutzow.

Present: Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder

Excused: Derius Daniels, Kelsey Lutzow

Absent: None

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the Monday, May 11, 2026, meeting of the Green Bay Plan Commission.

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

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the April 27, 2026, meeting.

Moved by Emma Fulwilder, seconded by Ken Rovinski to approve the minutes.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

E. REGULAR BUSINESS.

1. (ZP 26-19) Public Hearing on a request for a Conditional Use Permit at 895 S. Military Avenue to allow minor motor vehicle repair in the Community Center Commercial (C3) Zoning District, submitted by Brian Wellert on behalf of Valvoline Instant Oil Change, applicant; Military Ave Partners LLC, property owner (Ald. M. Eck, District 11).

Chair Lisa Hanson read into record the rules and procedures for the public hearing. Chair Lisa Hanson opened the floor for the public hearing.

Speakers:

Dena Mooney—Staff

Sierra Schultz— Student Staff

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

2. (ZP 26-19) Consideration with possible action on a request for a Conditional Use Permit at 895 S. Military Avenue to allow minor motor vehicle repair in the Community Center Commercial (C3) Zoning District, submitted by Brian Wellert on behalf of Valvoline Instant Oil Change, applicant; Military Ave Partners LLC, property owner. (Ald. M. Eck, District 11)

Moved by Jacob Miller, seconded by Ken Rovinski to approve the request for a Conditional Use Permit at 895 S. Military Avenue to allow minor motor vehicle repair in the Community Center Commercial (C3) Zoning District with conditions.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

3. (ZP 26-20) Public Hearing on a request for a Conditional Use Permit at 315 S Jefferson Street, submitted by Catherine Oreto of Safe Haven Hope Center, applicant; NEWCap Inc, property owner. (Ald. B. DeBaker, District 9)

Chair Lisa Hanson read into record the rules and procedures for the public hearing. Chair Lisa Hanson opened the floor for the public hearing.

Speakers:

Jon LeRoy—Staff

Cinnamon Harley—1198 Canterbury Dr.

Annie Rampf—134A S. Washington St.

Trace Neely—102 S. Ashland St.

Eric Wimberger—311 S. Jefferson St.

Mimi Gerner—2982 Windross Ln, Little Suamico

Katie Platten—1576 Edison St.

Tanya Westmoreland—317 S. Oakland Ave.

Rose Antiniko—441 S. Quincy St.

Don Rath—408 S. Vanburen Apt 1

Katrina DeVille—115 E. College Ave., Appleton

Father Paul Demuth —413 St. John St.—Saint John Congregation

Susan Wirtala —No permanent address

Kristie Kayser—844 Linden Dr.

Andrea Dontigney—Graede, Alabama

Tarl Knight —711 S. Broadway

Krystal Brown—862 Hubbard St.

Alex Blaney—4614 Richmond Ln, Howard

Sunny Lange—1815 Cormier Rd., Ashwaubenon

Emma Embers—1524 Gatewood

John Wilder—2331 Pecan St.

Kira Evan—1117 Dousman St.

Brook Tassoul—901 S. Oakland Ave.

Alder Ben DeBaker—901 S. Oakland Ave.

Josh T —2214 Riverview Dr., Howard

Catherine Oreto—315 S. Jefferson St.

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

4. (ZP 26-20) Consideration with possible action on a request for a Conditional Use Permit at 315 S Jefferson Street, submitted by Catherine Oreto of Safe Haven Hope Center, applicant; NEWCap Inc, property owner. (Ald. B. DeBaker, District 9)

Moved by Emma Fulwilder, seconded by Ald. Jim Hutchison to open the floor.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

Speakers:

Jon LeRoy—Staff

Catherine Oreto, Owner—315 S Jefferson St., Safe Haven Hope Center

Moved by Emma Fulwilder, seconded by Jacob Miller to close the floor.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

Moved by Jacob Miller, seconded by Ken Rovinski to approve the request for a Conditional Use Permit at 315 S Jefferson Street, with the following conditions:

- (1) The facility shall maintain occupancy limits in compliance with the International Building Code (IBC) and approved building plans. Occupancy shall not exceed:
 - a. 19 residents; and
 - b. 26 total occupants within the building at any given time, inclusive of residents, staff, volunteers, and visitors.
- (2) Between the hours of 7:00 p.m. and 8:00 a.m., only residents, Safe Haven Hope Center staff, and Safe Haven Hope Center volunteers shall be permitted onsite.
- (3) If shelter operations at 315 South Jefferson Street are discontinued, dissolved, or no longer operated by Safe Haven Hope Center, the CUP approval shall terminate immediately. Any future re-establishment of a shelter facility used by Safe Haven Hope Center shall require a new Conditional Use Permit application.
- (4) At the discretion of the Common Council, Plan Commission, or Director of Community and Economic Development, the CUP may be brought forward for review to evaluate continued compliance with CUP conditions and operational impacts, including but not limited to:
 - a. Documented qualified police calls,
 - b. Documented qualified safety concerns,
 - c. Documented qualified inadequate facilities, or
 - d. Documented qualified exceeding occupancy limitations.
- (5) Operations shall substantially conform to the submitted operating plan and supporting operational materials submitted by the applicant.
- (6) Compliance with all applicable provisions of the Green Bay Municipal Code.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.

F. INFORMATIONAL.

1. Director's report.

—Development Director, Cheryl Renier-Wigg, presented.

2. Next Meeting: June 8, 2026

G. ADJOURNMENT.

1. Adjournment of the Monday, May 11, 2026, meeting of the Green Bay Plan Commission.

Moved by Ken Rovinski, seconded by Jacob Miller to adjourn.

Motion Passed.

Yes—Jacob Miller, Lisa Hanson, Ken Rovinski, Jim Hutchison, Emma Fulwilder, No-None, Abstain-None.