



Planning/Zoning Application

Submitted On:

Feb 9, 2026, 02:46PM EST

Planning & Zoning Department

Parcel Number: (Include ALL parcels) ED-2076, ED-F0103-2, ED-F0103-3

Nearest property address to the project site: **Street Address:** 747 Heritage Road
City: Depere
State: WI
Zip: 54115

Check each project type that is being applied for: Site Plan

Current De Pere Zoning Districts: C
BP-1

Existing Site Land Uses: Undeveloped/Vacant/Agricultural
Commercial

Proposed Site Land Uses: Commercial

Does the project comply with the Comprehensive Plan? Yes

Has City Staff been contacted for a pre-consultation meeting? Yes

Property Owner: **First Name:** Karl
Last Name: Schmidt

Is the property owner's address the same as the nearest property address? No

Property Owner's Address: **Street Address:** 600 Heritage Road
City: DePere
State: WI
Zip: 54115

Property Owner's Phone Number: [REDACTED]

Property Owner's Email Address: [REDACTED]

Is someone processing the project for the property owner as their authorized representative? Yes

Authorized Representative's Name: **First Name:** Carolyn
Last Name: Adler

Authorized Representative's Business Name: McMahan Associates

Authorized Representative's Address: **Street Address:** 1445 McMahan Drive
City: Neenah

State: WI
Zip: 54956

Authorized Representative's Phone Number: [REDACTED]

Authorized Representative's Email Address: [REDACTED]

Please attach a PDF copy of the site plan.
2026-02 belmark family center SWMP-total combined.pdf
Soil Loss Calc.pdf
2026_0130 Belmark Family Center - Site Plan Review.pdf
2026-02-09 BELMARK FAMILY CENTER.pdf

Please attach a CAD copy of the property that shows the footprint of all hard, impervious surfaces. (Only one page needed, not the entire site plan.)
2025-02-09 BELMARK FAMILY CENTER - SITE PLAN APPLICATION.dwg

Would you like a basic checklist of information to include in the site plan?
No

How do you plan on paying for your application?
Online with a credit card

Total Due: \$350.00

Property Owner or Authorized Representative Signature
First Name: Carolyn
Last Name: Adler
Email Address: [REDACTED]



Signed at: February 9, 2026 1:20PM America/New_York

User's Session Information 67.53.157.66, Referrer URL

CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | www.de-pere.org



May 4, 2026

Carolyn Adler
McMahon Associates
1445 McMahon DR
Neenah, WI 54956

RE: Site Plan Review for the New Belmark Family Center at 747 Heritage RD
(Parcel ED-F0103-2)

Dear Carolyn:

Thank you for the site plan for the new Belmark Family Center at 747 Heritage RD. The City of De Pere staff reviewed the site plan and recommended approval with the following conditions that must be addressed prior to obtaining occupancy permits:

- The City of De Pere will want to create a 20' utility easement for the storm sewer on the western boarder of this site. An easement will be provided by the city for signature and recording.
- The City of De Pere will enter into a storm water maintenance agreement for the storm water detention facility built for this site. Template to be provided when the easement document is drafted.
- Schedule a walkthrough with Engineering staff by calling 920-339-4061 to review the storm water facilities and detention basin once constructed.
- Provide record drawings of storm water facility once constructed.
- Confirm water meter size.
- After any exterior lighting is installed, provide a statement from the installer that the light spill from the property does not exceed the approved photometric plan.
- After the exterior landscaping is installed, provide a statement from the installer that the landscaping complies with the site plan approved landscaping plan.
- NOTE: Areas shown in dashes for the future parking lot expansion (including all of Parcel ED-2076) are not part of the site plan review and will need to be resubmitted separately for site plan approval prior to development in the dashed areas.

You may now proceed to the Inspection Division to begin the process of obtaining permits. Should you have any questions regarding the decision or require further information, feel free to contact me at 339-4043 or pschleinz@deperewi.gov.

Should you have any questions regarding the decision or require further information, feel free to contact me at 339-4043x2 or pschleinz@deperewi.gov.

Sincerely,

A handwritten signature in black ink that reads "Peter Schlein". The signature is fluid and includes a long, sweeping horizontal stroke at the end.

Peter Schlein
Senior Planner | Zoning Administrator

cc: Daniel J. Lindstrom, AICP, Development Services Director
Dennis Jensen, Senior Building Inspector



Soil Loss & Sediment Discharge Calculation Tool

for use on Construction Sites in the State of Wisconsin

WDNR Version 2.1 (12-05-2024)



YEAR 1

Developer: Belmark
 Project: Belmark Family Center
 Date: 02/02/26
 County: Brown

Version 2.1

Activity (1)	Begin Date (2)	End Date (3)	Period % R (4)	Annual R Factor (5)	Sub Soil Texture (6)	Soil Erodibility K Factor (7)	Slope (%) (8)	Slope Length (ft) (9)	LS Factor (10)	Land Cover C Factor (11)	Soil loss A (tons/acre) (12)	SDF (13)	Sediment Control Practice (14)	Sediment Discharge (t/ac) (15)
Bare Ground	03/16/26	10/01/26	88.1%	100	Silty Clay	0.28	2.1%	399	0.32	1.00	7.8	0.927	Silt Fence	4.3
Seeding	10/01/26	12/01/26	7.9%	100	Silty Clay	0.28	2.4%	343	0.34	0.40	0.3	1.055	Ditch Check Sed	0.2
End	12/01/26	----	----	----	-----	----	2.4%	343	0.34	-----	----	0.000		0.0
		----	----	----	-----	----	2.4%	343	0.34	-----	----	0.000		0.0
		----	----	----	-----	----	2.4%	0	----	-----	----	0.000		0.0
		----	----	----	-----	----	0.0%	0	----	-----	----	0.000		0.0
TOTAL											8.1		TOTAL	4.6
													% Reduction Required	NONE

Notes:

See Help Page for further descriptions of variables and items in drop-down boxes.
 The last land disturbing activity on each sheet must be 'End'. This is either 12 months from the start of construction or final stabilization.
 For periods of construction that exceed 12 months, please demonstrate that 5 tons/acre/year is not exceeded in any given 12 month period.

NOTE: THIS TOOL ONLY ADDRESSED SOIL EROSION DUE TO SHEET FLOW. MEASURES TO CONTROL CHANNEL EROSION MAY ALSO BE REQUIRED TO MEET SEDIMENT DISCHARGE REQUIREMENTS.

Recommended Permanent Seeding Dates:

4/15-6/1 and 8/1-8/21 Turf, introduced grasses and legumes
 Thaw-6/30 Native Grasses, forbs, and legumes

Designed By:	Carolyn Adler
Date	2/2/2026

Carolyn Adler

From: Duke, Douglas M - DNR <douglas.duke@wisconsin.gov>
Sent: Wednesday, March 11, 2026 10:19 AM
To: Carolyn Adler
Subject: Crossing

Carolyn,

After speaking with the program and County, we are good with the crossing as proposed. County has asked for stakes or similar to be placed in the area Belmark would like to cross, because the area on the latest map is different than the original proposal. Initial proposal had the crossing closer to the north parking lot, this new location is farther south for development access.

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Mike Duke

Recreation Liaison – Bureau of Parks and Recreation Management
Wisconsin Department of Natural Resources
Cell: (920)-366-1875
douglas.duke@wisconsin.gov



This email has been scanned for spam and viruses by Proofpoint Essentials. Click [here](#) to report this email as spam.

Carolyn Adler

From: Peta Bailey <Peta.Bailey@verticalbridge.com>
Sent: Thursday, March 5, 2026 10:15 AM
To: Carolyn Adler; Bill O'Rourke
Cc: Ron Wolf
Subject: RE: Updating access easement to leased cell tower - De Pere Wisconsin

My apologies Carolyn, I thought bill included you in his response.

Please see immediately below.

Peta
In reviewing the attached documents. From an operations standpoint. I don't see any issue with the new proposed access route to the tower. Just want to be sure to capture the changes in the GL. Also, will Vertical Bridge be responsible for any of the cost of the access move. I don't believe we should have to help with any cost of the move.

Thank You



Regional Operations Manager
O: 612.443.8376
NOC/Emergency: 877.589.6411



Senior Asset Manager
O: 561.406.4014

From: Carolyn Adler <CAdler@mcmgrp.com>
Sent: Thursday, March 5, 2026 8:35 AM
To: Peta Bailey <Peta.Bailey@verticalbridge.com>; Bill O'Rourke <Bill.ORourke@verticalbridge.com>
Cc: Ron Wolf <rwolf@mcmgrp.com>
Subject: RE: Updating access easement to leased cell tower - De Pere Wisconsin

This is an external email. Do not click links, open attachments, or provide your VB credentials unless you recognize the source of this email and know the content is safe. Remember, you should never have to use your VB password. Please contact the VB IT Help Desk with any doubts.

Good morning,

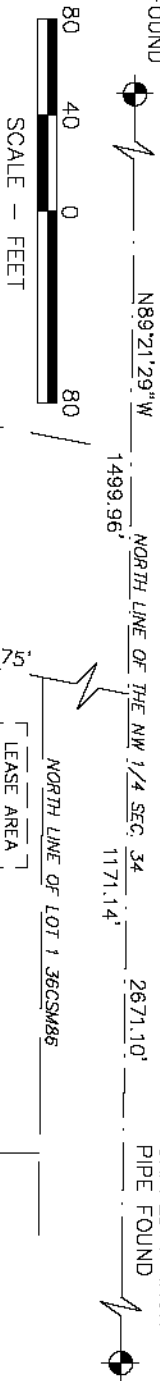
EXHIBIT A

25' ACCESS EASEMENT

PART OF LOT 1, VOLUME 36 CERTIFIED SURVEY MAPS, PAGES 86-88, MAP NO. 5486, RECORDED AS DOCUMENT NO. 1566707, BEING PART OF THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 34, TOWNSHIP 23 NORTH, RANGE 20 EAST, CITY OF DE PERE, BROWN COUNTY, WISCONSIN

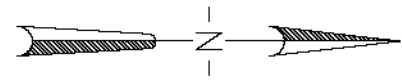
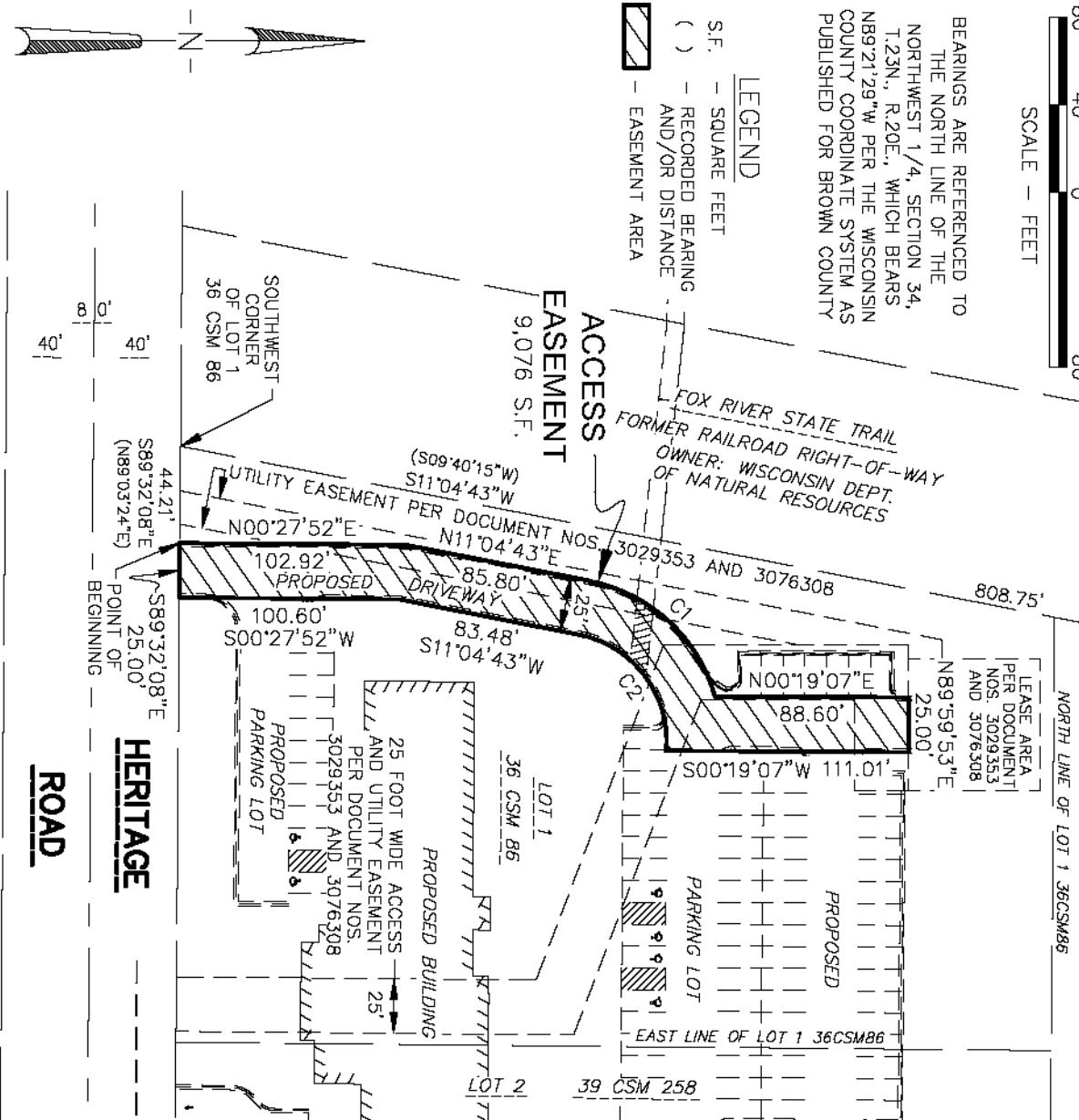
NORTHWEST CORNER
SEC. 34, T.23N., R.20E.
CAPPED 1" IRON PIPE
FOUND

NORTH 1/4 CORNER
SEC. 34,
T.23N., R.20E.
CAPPED 1" IRON
PIPE FOUND



BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHWEST 1/4, SECTION 34, T.23N., R.20E., WHICH BEARS N89°21'29"W PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR BROWN COUNTY

- LEGEND**
- S.F. - SQUARE FEET
 - () - RECORDED BEARING AND/OR DISTANCE
 - [Hatched] - EASEMENT AREA



McMAHON

ENGINEERS ARCHITECTS

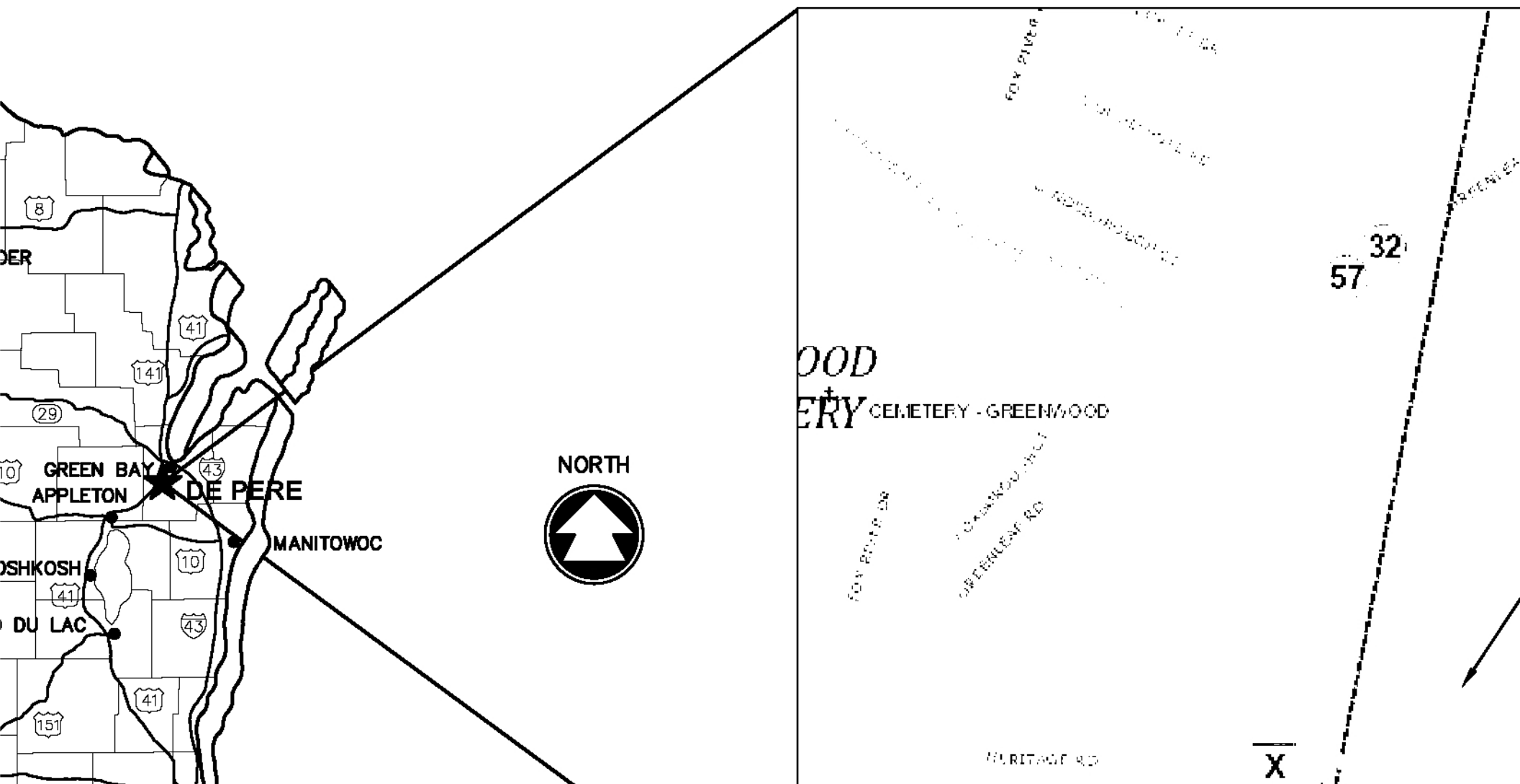
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284









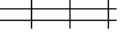



















CURVE DATA

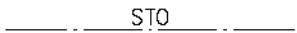







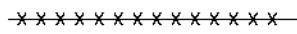
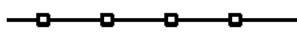
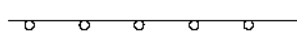


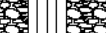





C1	RADIUS = 74.50'	C2	RADIUS = 49.50'
DELTA = 063°07'41"	DELTA = 084°15'10"	DELTA = 084°15'10"	DELTA = 084°15'10"
LENGTH = 82.08'	LENGTH = 72.79'	LENGTH = 72.79'	LENGTH = 72.79'
CHORD = N42°38'34"E 77.99'	CHORD = S53°12'18"W 66.41'	CHORD = S53°12'18"W 66.41'	CHORD = S53°12'18"W 66.41'

Project No. B0039 09-25-00112
Drawn By AMS Date JAN. 2026

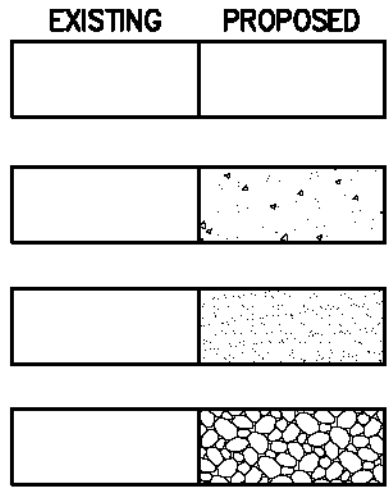
MCM # B0039-09-25-00112



-  SB or MW SOIL BORING or MONITORING WELL
-  POWER POLE
-  POWER POLE W/GUY WIRE
-  TELEPHONE OR TELEVISION PEDESTAL
-  MAILBOX
-  SIGN
-  RAILROAD CROSS BUCK
-  RAILROAD GATE ARM
-  RAILROAD TRACKS
-  LIGHT POLE
-  WOOD POLE
-  TRAFFIC SIGNAL
-  TRAFFIC SIGNAL MAST ARM
-  CONIFEROUS TREE
-  DECIDUOUS TREE
-  TREE OR BRUSH LINE
-  BED ROCK (IN PROFILE VIEW)
-  HANDICAPPED PARKING STALL
-  EXISTING SPOT ELEVATION
-  PROPOSED SPOT ELEVATION
-  DRAINAGE HIGH POINT
-  DRAINAGE DIRECTION
-  EXISTING MANHOLE
-  PROPOSED MANHOLE
-  EXISTING INLET
-  PROPOSED INLET
-  EXISTING YARD DRAIN
-  PROPOSED YARD DRAIN

-  EXISTING STORM SEWER
-  PROPOSED STORM SEWER
-  EXISTING CURB & GUTTER
-  PROPOSED CURB & GUTTER
-  PROPOSED REJECT CURB & GUTTER
-  EXISTING CULVERT WITH END SECTIONS
-  PROPOSED CULVERT WITH END SECTIONS
-  BUILDING OUTLINE
-  FENCE LINE
-  SAW CUT REQ'D
-  SILT FENCE
-  GUARD RAIL
-  DITCH CHECK
-  INLET PROTECTION
-  TRACKING PAD
-  TURBIDITY BARRIER OR SHEET PILING
-  SANDBAG COFFERDAM
-  SLOPE INTERCEPT
-  LIMITS OF DISTURBANCE

- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- EXISTING CURB & GUTTER
- PROPOSED CURB & GUTTER
- PROPOSED REJECT CURB & GUTTER
- EXISTING CULVERT WITH END SECTIONS
- PROPOSED CULVERT WITH END SECTIONS
- BUILDING OUTLINE
- FENCE LINE
- SAW CUT REQ'D
- SILT FENCE
- GUARD RAIL
- DITCH CHECK
- INLET PROTECTION
- TRACKING PAD
- TURBIDITY BARRIER OR SHEET PILING
- SANDBAG COFFERDAM
- SLOPE INTERCEPT
- LIMITS OF DISTURBANCE
- ASPHALT PAVEMENT
- CONCRETE SIDEWALK/DRIVEWAY
- GRAVEL
- RIP-RAP (SIZE AS SPECIFIED)



PARCEL #: ED-2075
ZONING: BP-1 - BUSINESS PARK 1

7

LEANING EAST

ENTERPRISE DRIVE

OWNER: BELMARK INC
PARCEL #: ED-2076
ZONING: BP-1 - BUSINESS PARK 1

3

AREA

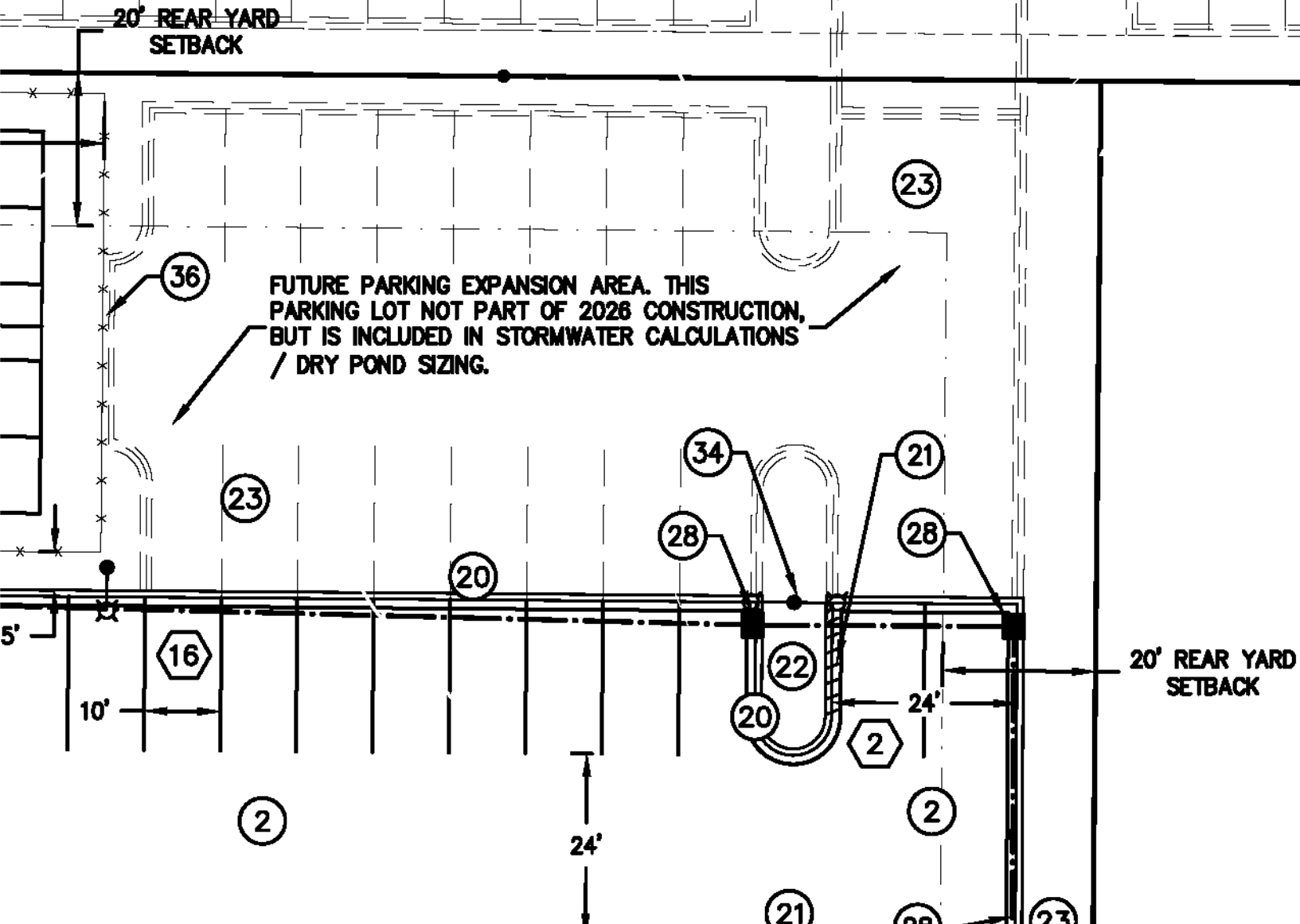
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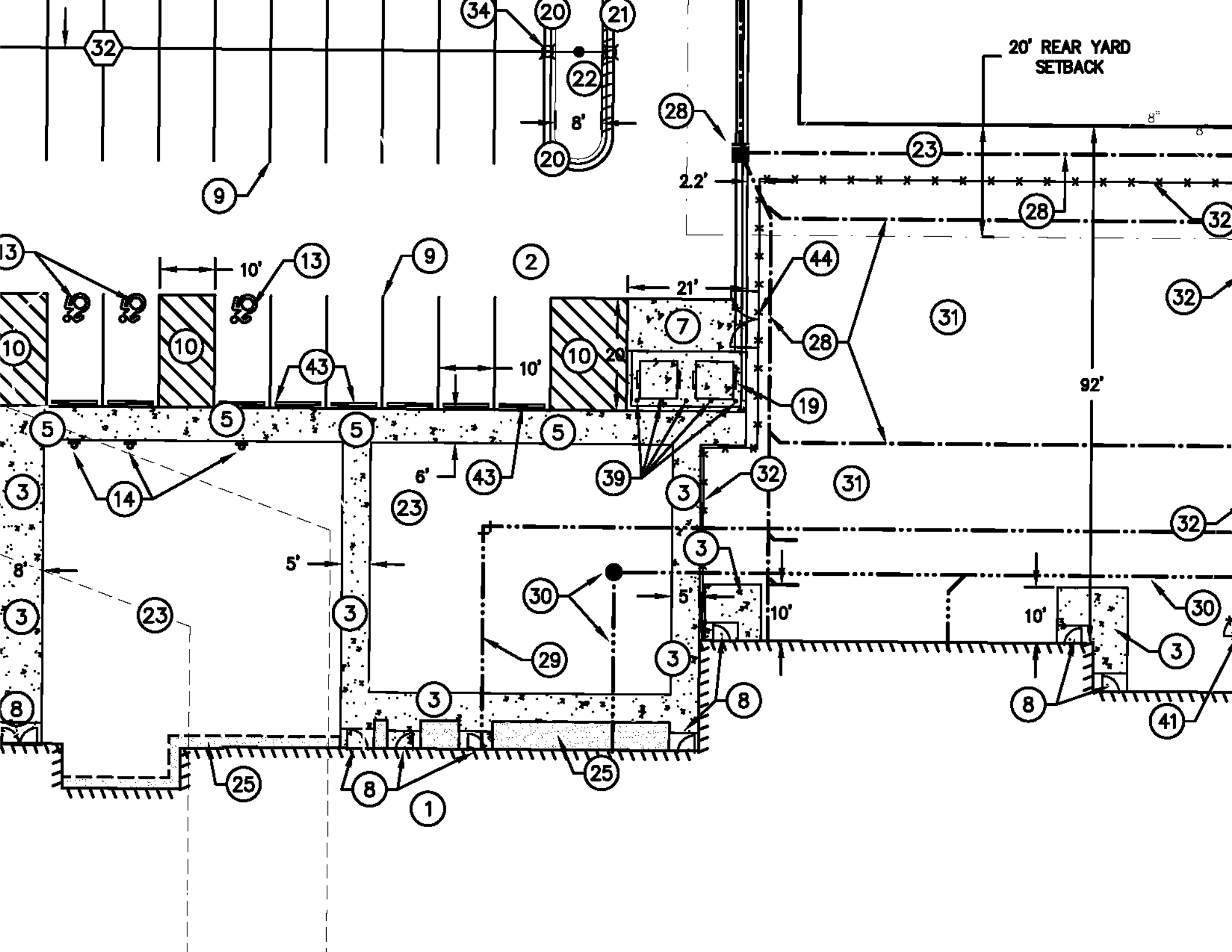
OWNER: JAMES C CORNELL
1450 ENTERPRISE DR
PARCEL #: ED-F0103-8
ZONING: C - COMMERCIAL

6



FUTURE PARKING LOT AREA. THIS PARKING LOT NOT PART OF 2026 CONSTRUCTION, BUT IS INCLUDED IN STORMWATER CALCULATIONS / DRY POND SIZING. A SEPARATE STORM SEWER SYSTEM WILL BE REQUIRED. IF /WHEN THESE AREAS ARE DEVELOPED, A NEW SITE PLAN APPLICATION WILL BE SUBMITTED TO THE CITY





INV 634.75 15'

RL1

636.41
TOB1 TRL1
10375

636.74
TOB1



637.28
SGN STOP AHEAD
10493

637.48
SGN YIELD
10494

DITCH CHECK
(TYP)

42" RCP CITY
OF DE PERE STO

636.68
TOB1
10553

x 635.21
D1
10531

x 637.35
TOB1
10525

x 637.66
TRL1
10524

x 637.39
EG1
10497

x 637.79
EP1
10486

x 637.96
TOB1
10485

x 638.03
EP2
10484

x 637.78
EG2
10483

x 637.14
BOB1
10536

x 637.36
TOB1 TRL1
10535

x 636.21
TOB1
10553

x 636.01
D1 E CPN
10554

x 636.51
TOB2
10555

99' FOX RIVER TRAIL ROW

PM 10+42.40
ELEV 637.61

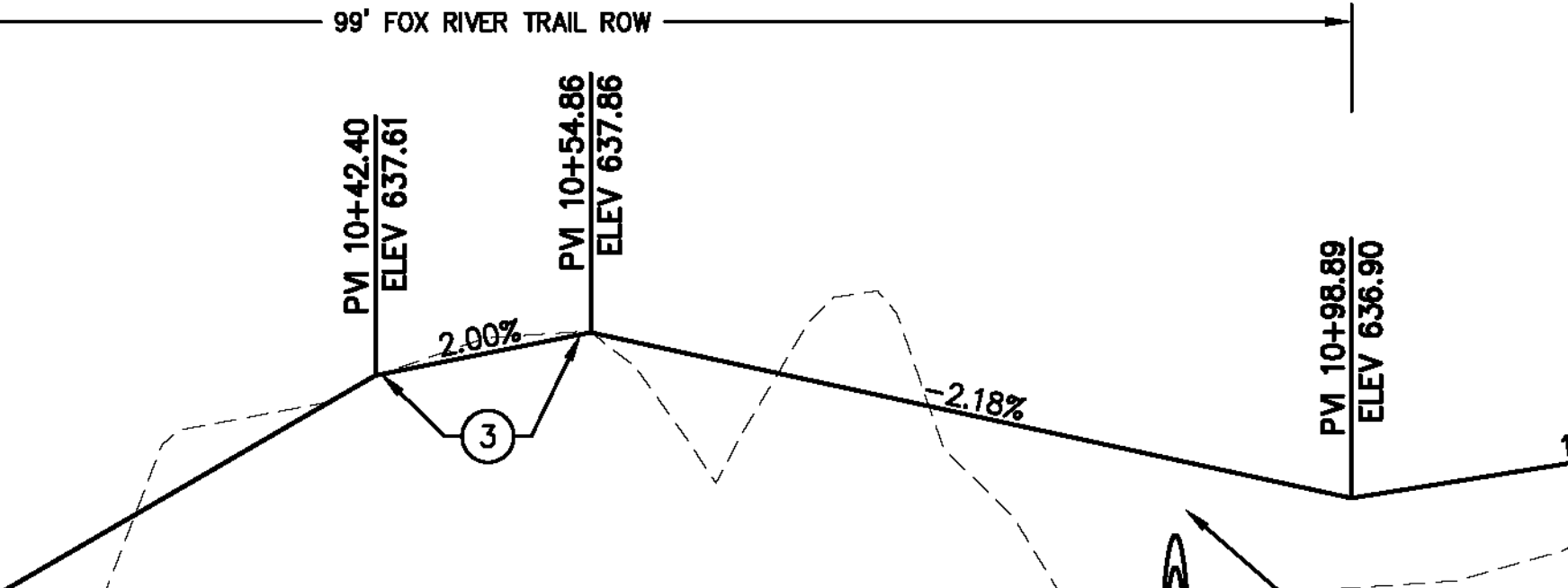
PM 10+54.86
ELEV 637.86

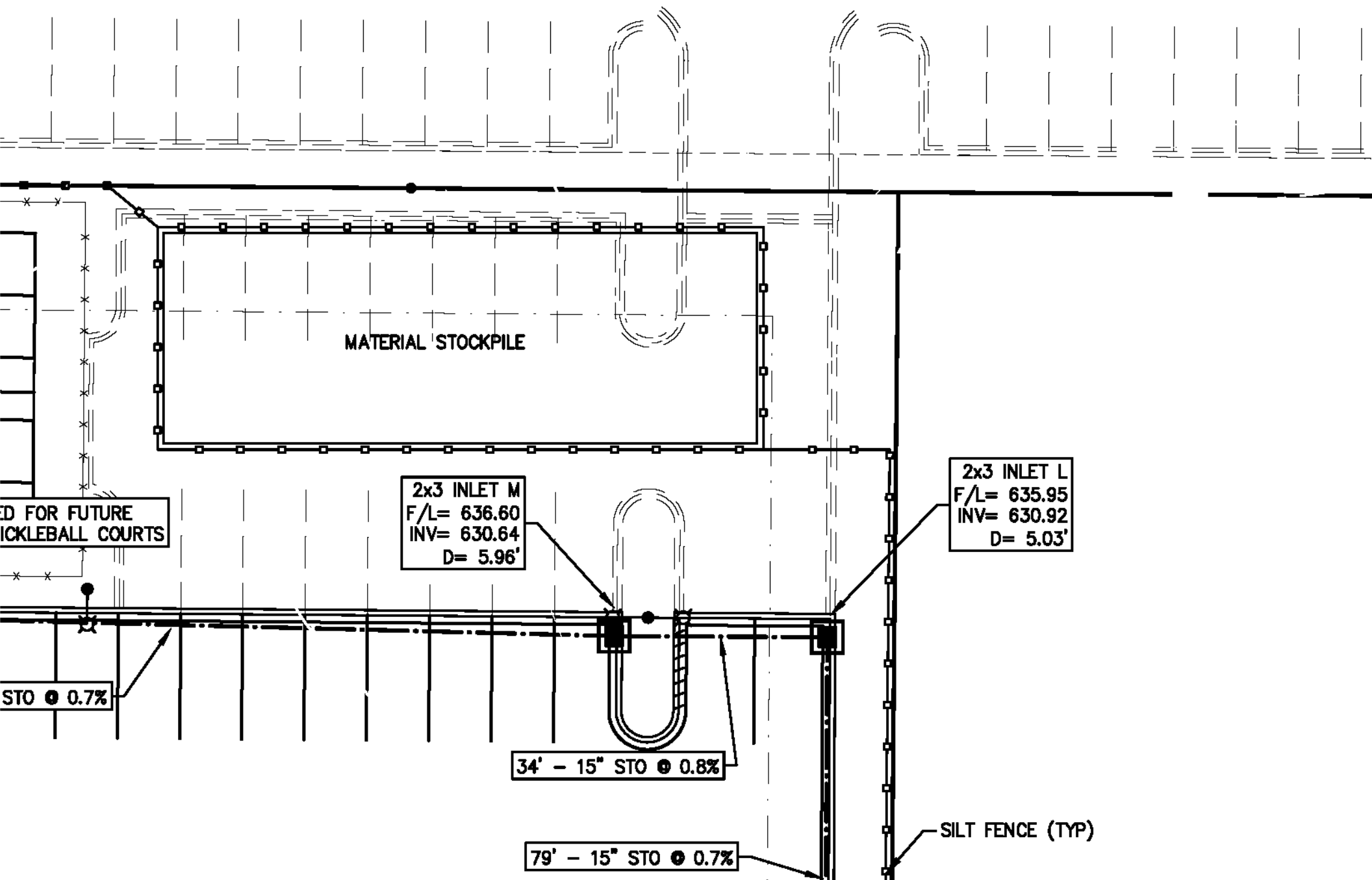
PM 10+98.89
ELEV 636.90

2.00%

3

-2.18%





MATERIAL STOCKPILE

ED FOR FUTURE
ICKLEBALL COURTS

2x3 INLET M
F/L= 636.60
INV= 630.64
D= 5.96'

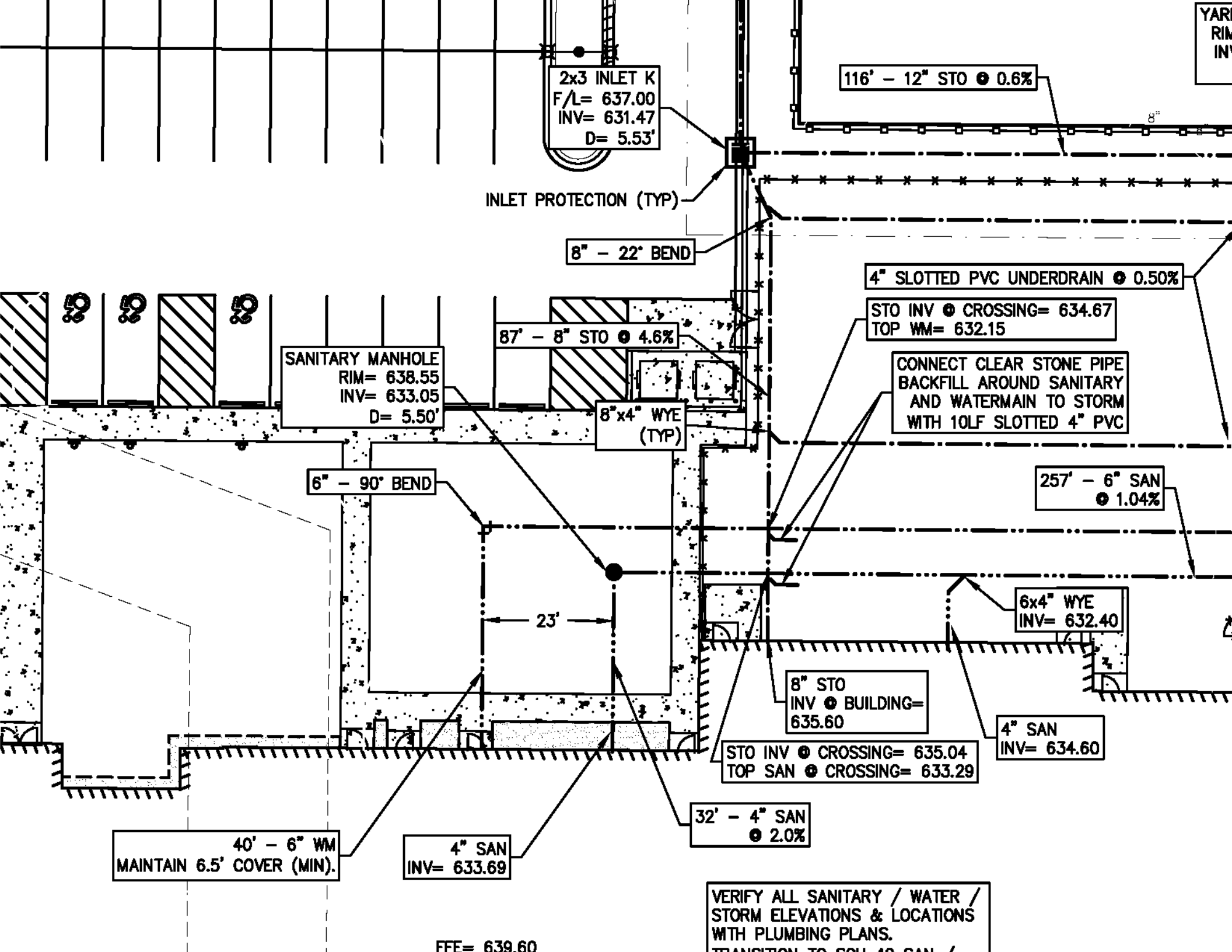
2x3 INLET L
F/L= 635.95
INV= 630.92
D= 5.03'

STO @ 0.7%

34' - 15" STO @ 0.8%

79' - 15" STO @ 0.7%

SILT FENCE (TYP)



2x3 INLET K
 F/L= 637.00
 INV= 631.47
 D= 5.53'

116' - 12" STO @ 0.6%

INLET PROTECTION (TYP)

8" - 22° BEND

4" SLOTTED PVC UNDERDRAIN @ 0.50%

STO INV @ CROSSING= 634.67
 TOP WM= 632.15

CONNECT CLEAR STONE PIPE
 BACKFILL AROUND SANITARY
 AND WATERMAIN TO STORM
 WITH 10LF SLOTTED 4" PVC

SANITARY MANHOLE
 RIM= 638.55
 INV= 633.05
 D= 5.50'

87' - 8" STO @ 4.6%

8"x4" WYE
 (TYP)

257' - 6" SAN
 @ 1.04%

6" - 90° BEND

23'

6x4" WYE
 INV= 632.40

8" STO
 INV @ BUILDING=
 635.60

STO INV @ CROSSING= 635.04
 TOP SAN @ CROSSING= 633.29

4" SAN
 INV= 634.60

40' - 6" WM
 MAINTAIN 6.5' COVER (MIN).

4" SAN
 INV= 633.69

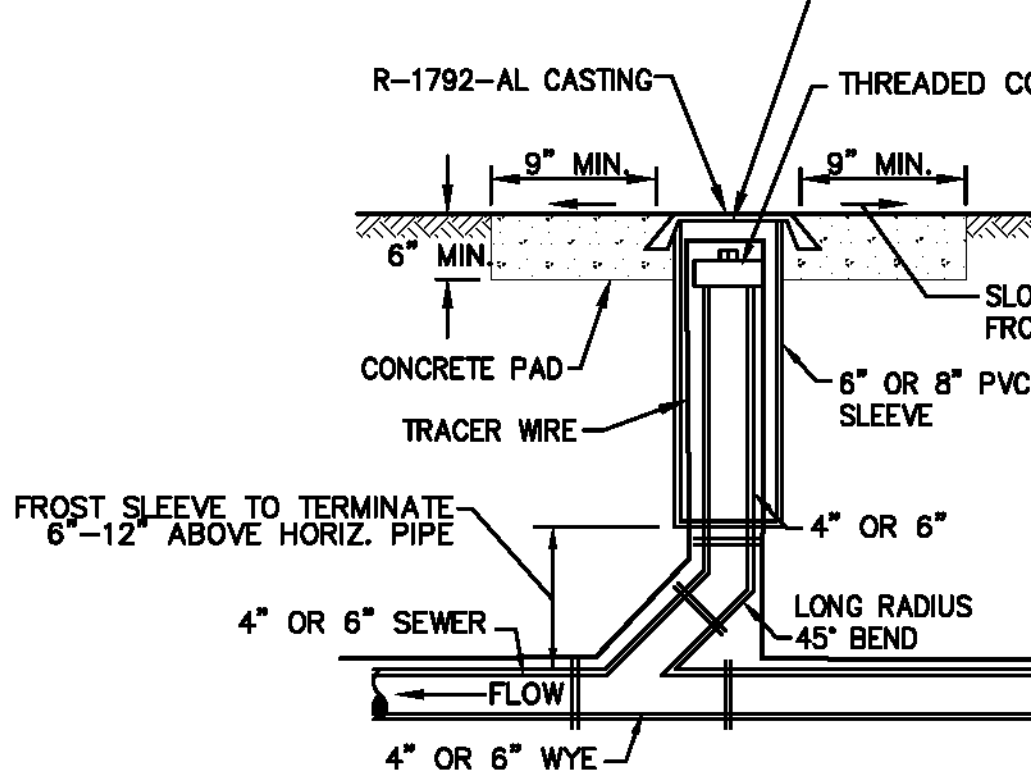
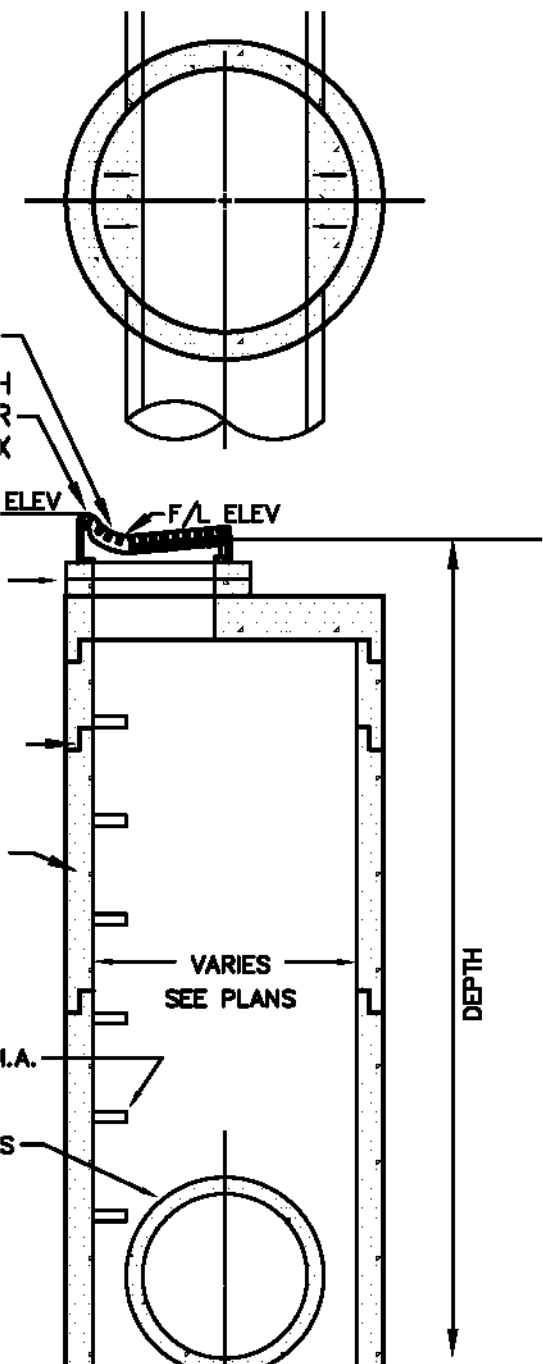
32' - 4" SAN
 @ 2.0%

VERIFY ALL SANITARY / WATER /
 STORM ELEVATIONS & LOCATIONS
 WITH PLUMBING PLANS.
 TRANSITION TO SCH 40 SAN /

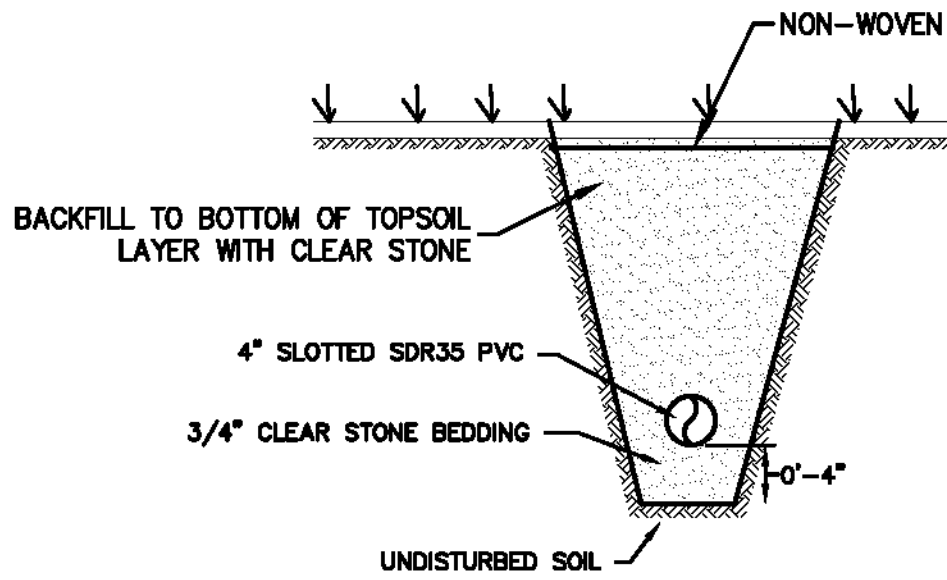
FFE= 639.60

5" THICK CONCRETE SEALED, EXPANSION
JOINTS @ 100' O/C.
LIGHT BROOM FINISH PERPENDICULAR TO
WALKING DIRECTION

OF PRECAST SANITARY MANHOLE



FROST SLEEVE FOR SEWER C



12" MIN.

3 INCH CLEAR OR WASHED STONE. ALL MATERIAL TO BE RETAINED ON A 3-INCH SIEVE

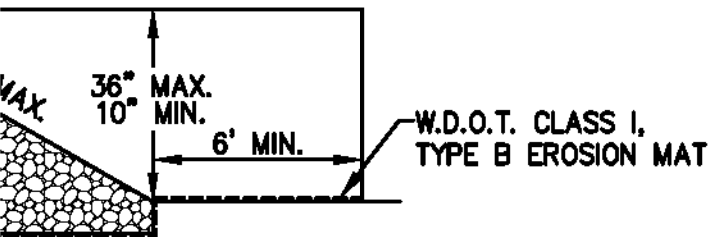
TRACKOUT CONTROL DETAIL

1. DIVERT FLOW AWAY FROM TRACKING PAD USING CULVERTS, SHALLOW TRENCH OR DIVERSION DAM.
2. ROCKS LODGED BETWEEN THE TIRES OF DUAL VEHICLES SHALL BE REMOVED PRIOR TO LEAVING THE SITE.
3. ON SITES WITH A HIGH WATER TABLE OR SATURATED SOILS, INSTALL A DOT TYPE R GEOTEXTILE FABRIC UNDER STONE TRACKING PAD.
4. MAINTAIN UNTIL SITE IS PAVED/STABILIZED
5. USING A FODS TRACKOUT SYSTEM INSTEAD OF THE STONE-BASED TRACKOUT CONTROL SYSTEM IS ACCEPTABLE.

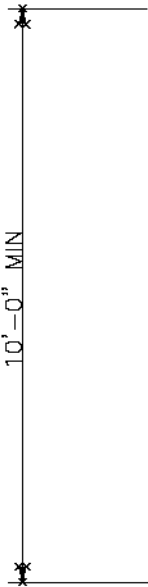
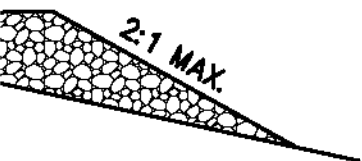
WOOD OR METAL STAKES (2 PER

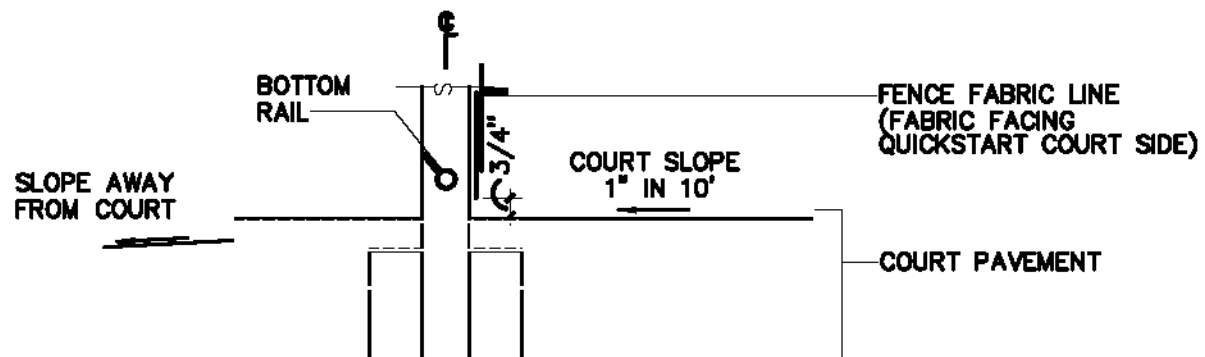
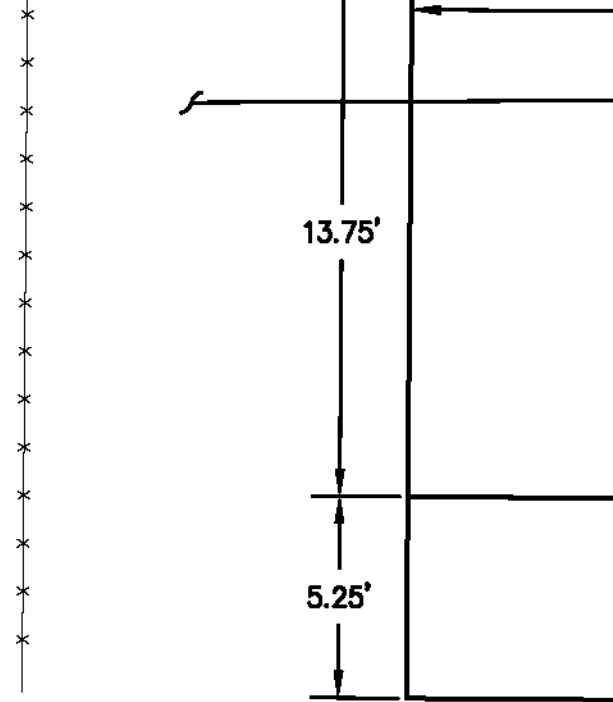
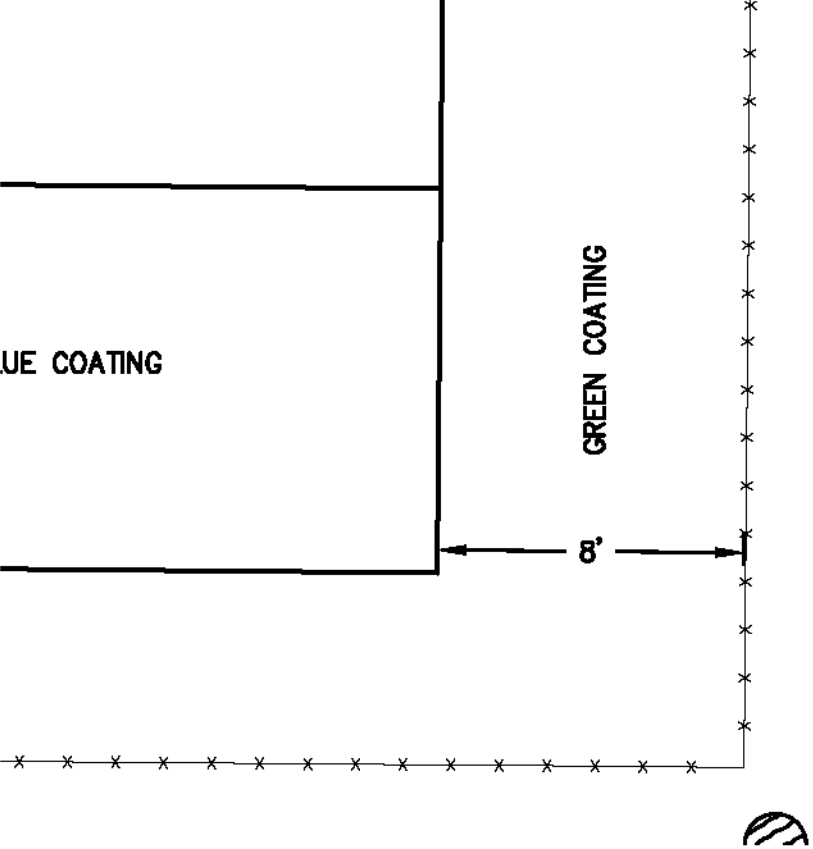
STRAW BALES (2 BALES HIGH M

ORIGINAL GROUND



ABILITY, DITCH CHECK SHALL BE KEYED INTO
EEP. AT A MINIMUM, ONE DITCH CHECK SHALL
FOR EVERY 2-FEET OF DROP IN THE CHANNEL.





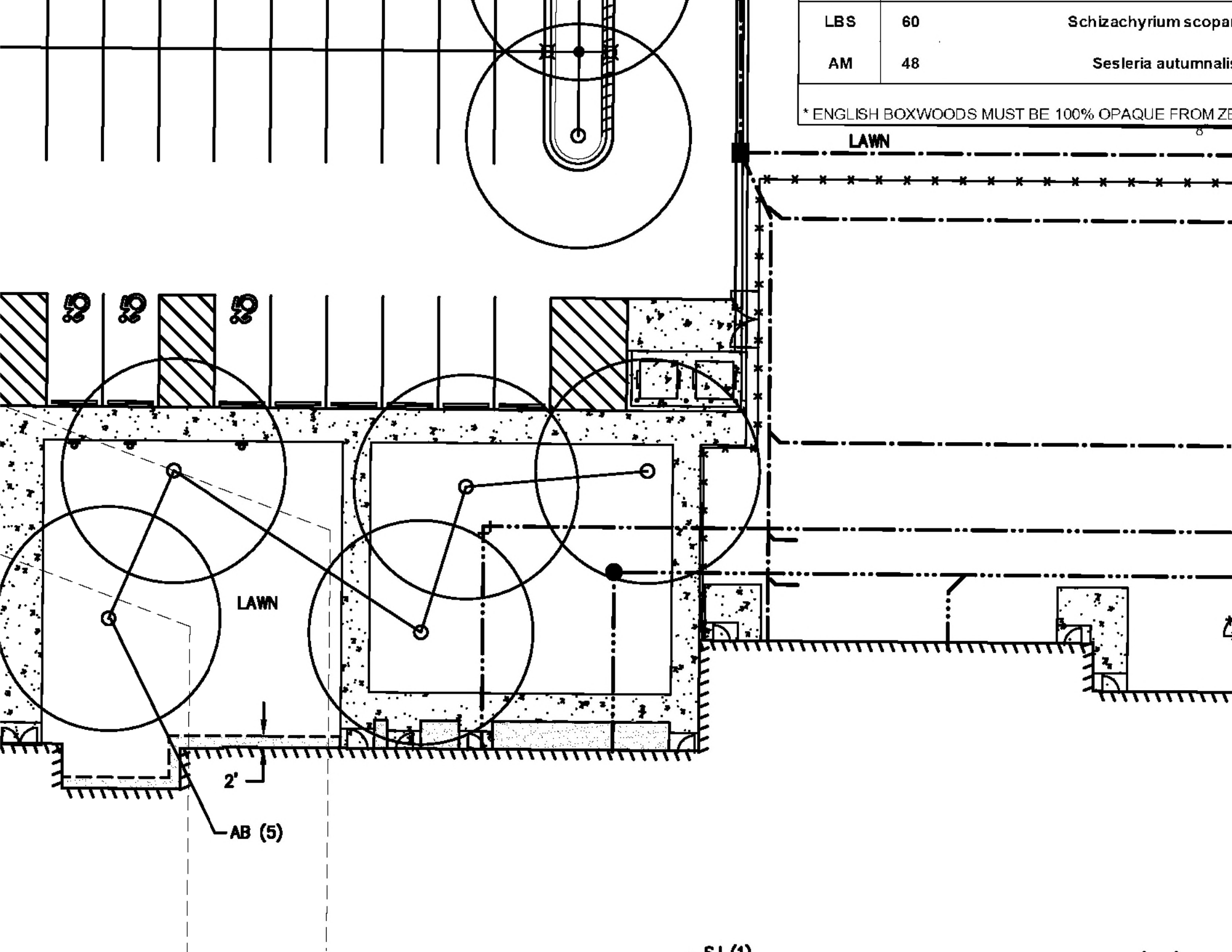
LBS 60

Schizachyrium scoparium

AM 48

Sesleria autumnalis

* ENGLISH BOXWOODS MUST BE 100% OPAQUE FROM ZERO

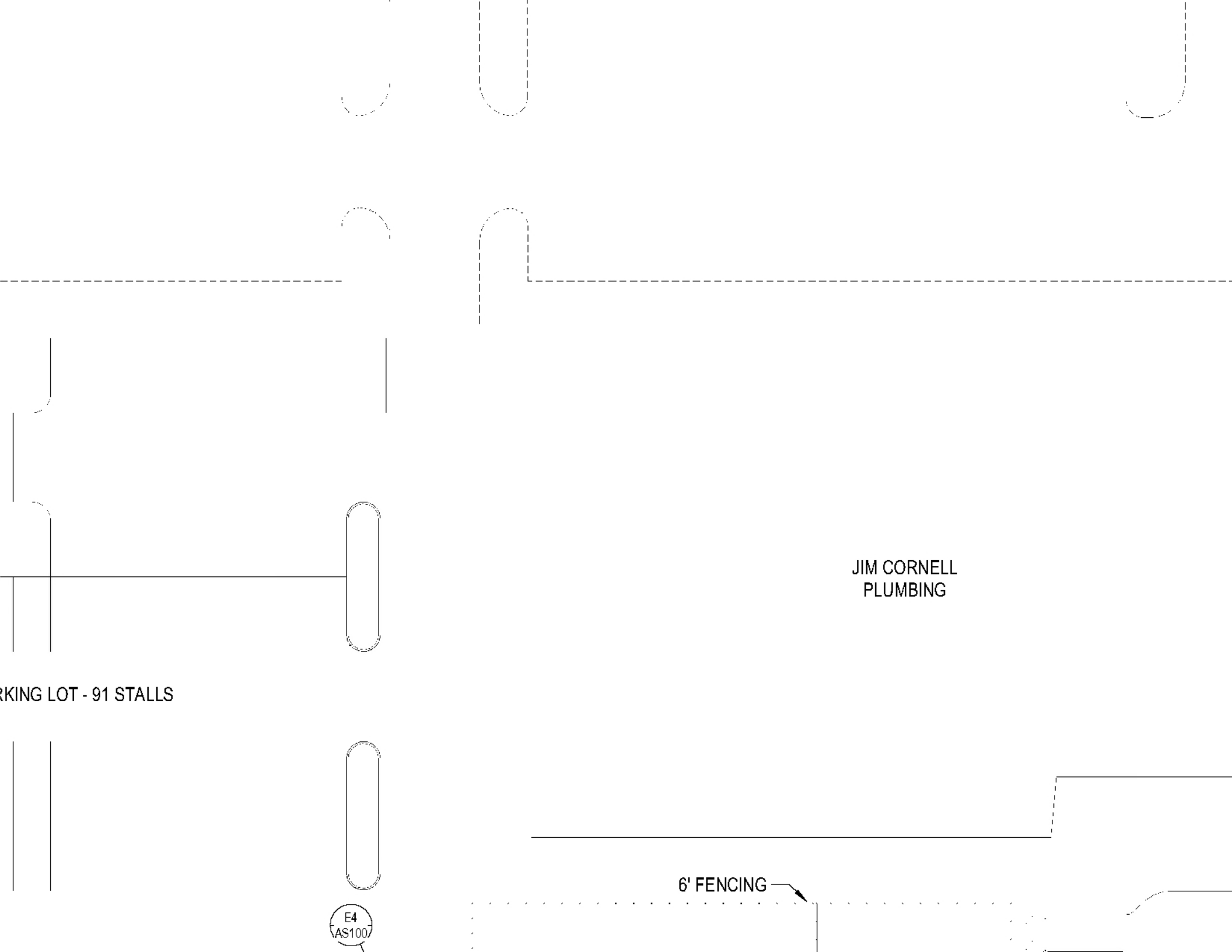


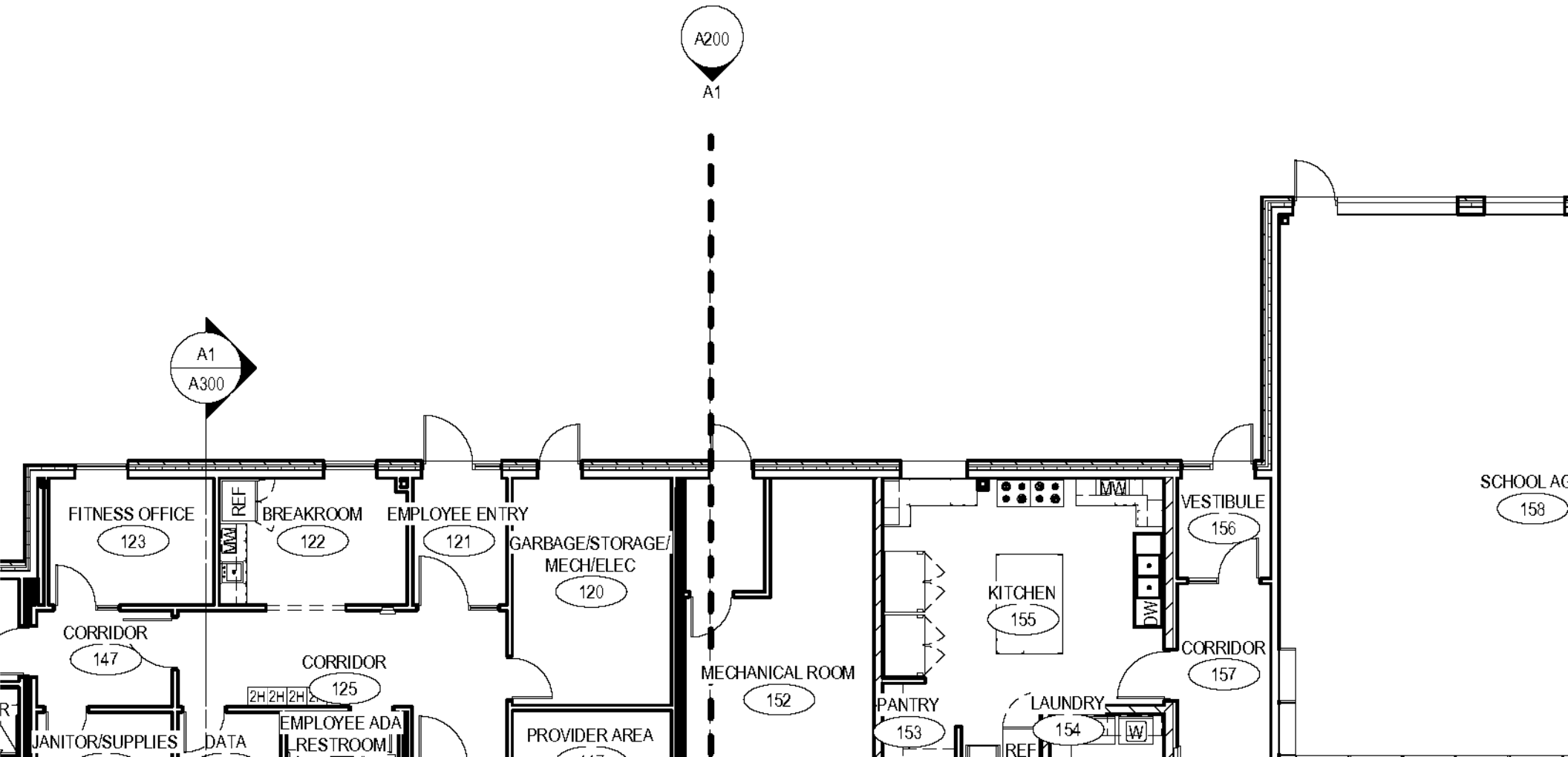
PARKING LOT - 91 STALLS

E4
AS100

JIM CORNELL
PLUMBING

6' FENCING





A200

A1

A1
A300

FITNESS OFFICE
123

BREAKROOM
122

EMPLOYEE ENTRY
121

GARBAGE/STORAGE/
MECH/ELEC
120

CORRIDOR
147

CORRIDOR
125

JANITOR/SUPPLIES

DATA

EMPLOYEE ADA
RESTROOM

PROVIDER AREA

MECHANICAL ROOM
152

KITCHEN
155

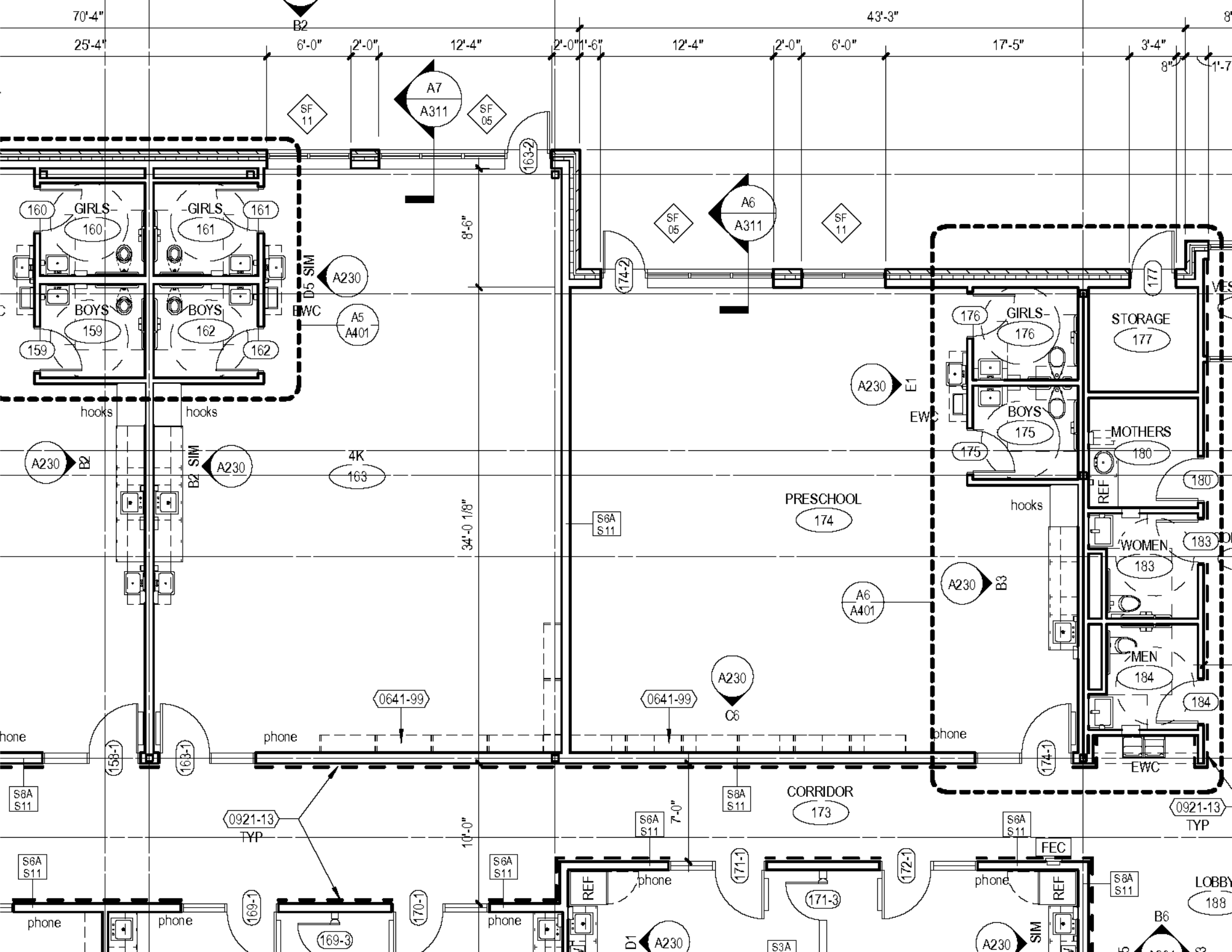
PANTRY
153

LAUNDRY
154

VESTIBULE
156

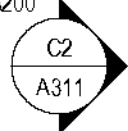
CORRIDOR
157

SCHOOL AG
158



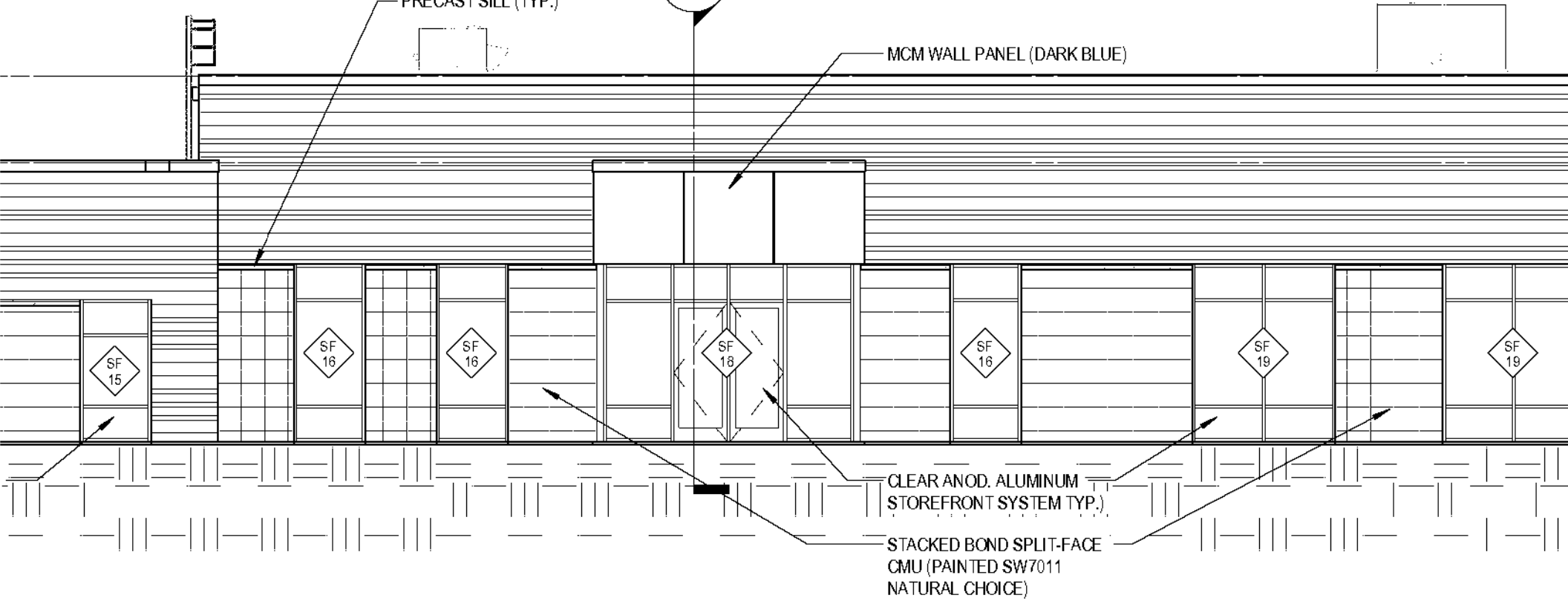
D4 EAST ELEVATION

1/8" = 1'-0" | A200



PRECAST SILL (TYP.)

MCM WALL PANEL (DARK BLUE)

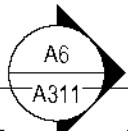


CLEAR ANOD. ALUMINUM
STOREFRONT SYSTEM TYP.)

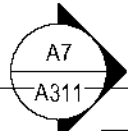
STACKED BOND SPLIT-FACE
CMU (PAINTED SW7011
NATURAL CHOICE)

PREFINISHED METAL
WALL CAP (TYP.) - SLATE GRAY

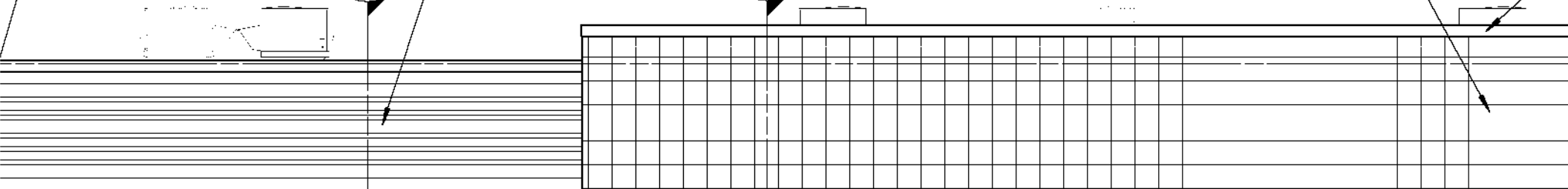
PRECAST SILL (TYP.)



RIBBED METAL WALL
PANEL (SLATE GRAY)



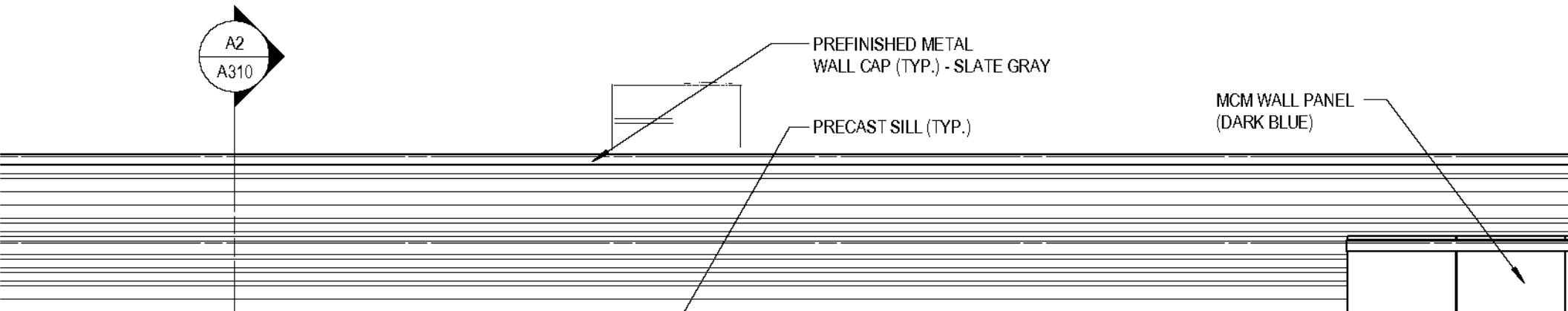
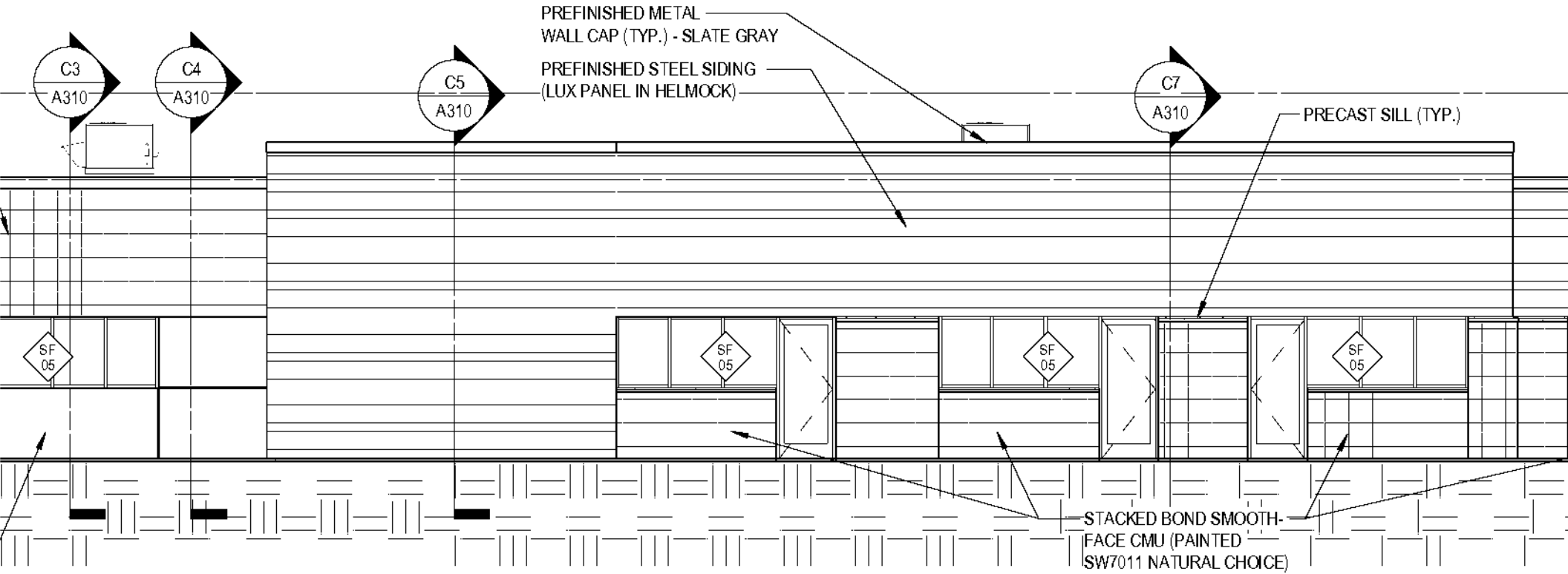
STACKED BOND SPLIT-FACE
CMU (PAINTED SW7011
NATURAL CHOICE)



D2

WEST ELEVATION

1/8" = 1'-0" | A201





C4 NORTHEAST VIEW (FOR REFERENCE ONLY)

| A210

