



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final City Plan Commission

Wednesday, August 27, 2025

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order by Chair Mayor Woodford at 3:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 5 - Mayor Woodford, Uitenbroek, Neuberger, Fenton and Carpenter

Excused: 2 - Palm and Robins

Others present:

Aldersperson Sheri Hartzheim, District #13

Jennifer Stephany, Appleton Downtown Inc.

Gary Schmitz, BID Board

Walter Schonfeld, BID Board

Kathleen Duffy, SmithGroup

4. Approval of minutes from previous meeting

[25-0983](#)

City Plan Minutes from 8-13-25

Attachments: [City Plan Minutes 8-13-25.pdf](#)

Neuberger moved, seconded by Fenton, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Mayor Woodford, Uitenbroek, Neuberger, Fenton and Carpenter

Excused: 2 - Palm and Robins

5. Public Hearing/Appearances

6. Action Items

[25-0556](#)

Request to approve the acceptance of the proposed dedication of a portion of 200 West College Avenue (Tax Id #31-2-0263-00) for public right-of-way for West Johnston Street per Wis. State Statute §62.23(5), as shown on the attached map and subject to Common Council approval of the permanent street occupancy permit

Attachments: [StaffMemo_Johnston_Street_ROW_Dedication_For08-27-25.pdf](#)

Fenton moved, seconded by Neuberger, that the public dedication for W. Johnston Street be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Mayor Woodford, Uitenbroek, Neuberger, Fenton and Carpenter

Excused: 2 - Palm and Robins

[25-0984](#)

Annual review and request to approve the Downtown Appleton Business Improvement District (BID) 2026 Operating Plan

Attachments: [StaffMemo_2026BIDOperatingPlan_For08-27-25.pdf](#)
[2026 BID Operating Plan.pdf](#)
[2024 BID Annual Report.pdf](#)
[2024 BID Audit - Financial Statements.pdf](#)

Carpenter moved, seconded by Fenton, that Downtown BID 2026 Operating Plan be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Mayor Woodford, Uitenbroek, Neuberger, Fenton and Carpenter

Excused: 2 - Palm and Robins

7. Information Items

[25-0985](#)

Proposed draft text amendments to the Municipal Code Chapter 23 Zoning relating to Article III. Section 23-54 Temporary Uses and Structures

Attachments: [StaffMemo_Sec 23-54 Temporary Use Code Amendments_For08-27-25.pdf](#)
[Draft Temporary Use Code Sec. 23-54 with Strikeouts.pdf](#)
[Draft Temporary Use Code Sec. 23-54 Clean Version.pdf](#)

This item was presented and discussed.

[25-0986](#)

Proposed draft text and map amendments to the Municipal Code Chapter 23 Zoning creating Article XI. Shoreland-Wetland Zoning District Regulations and amending Article XIX. Shoreland Zoning

Attachments: [StaffMemo Shoreland-WetlandandShorelandOrdAmendments For08-27-25.pdf](#)
[Draft Shoreland-Wetland and Shoreland Ord Amendments For08-27-25.pdf](#)
[WDNR SWDV Wetlands Map 8-20-2025 For08-27-25.pdf](#)

This item was presented and discussed.

[25-0987](#)

Release of the Draft Plan Appleton (Update to the City's Comprehensive Plan)

Attachments: [StaffMemo Draft Plan AppletonFor08-27-25.pdf](#)
[Draft Plan Appleton](#)
[Appendix 1 Existing Conditions.pdf](#)
[Appendix 2 Housing Assessment.pdf](#)
[Appendix 3 Market and Retail Leakage Study Findings.pdf](#)
[Appendix 4 Future Land Use Map.pdf](#)
[Appendix 5 Phase 1 Fall Engagement Summary of Findings.pdf](#)
[Appendix 6 Phase 2 Spring Engagement Summary of Findings.pdf](#)
[Appendix 7 Past Plan Review.pdf](#)
[Appendix 8 Northland Avenue and Richmond Street Subarea.pdf](#)
[Appendix 9 S. Oneida Street Subarea.pdf](#)
[Appendix 10 Wisconsin Avenue Subarea.pdf](#)
[2025 0827 Appleton Plan Commission - Draft Plan.pdf](#)

The presentation provided at the Plan Commission meeting is the last item attached.

This item was presented and discussed.

8. Adjournment

Fenton moved, seconded by Carpenter, that the meeting be adjourned at 4:37 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Mayor Woodford, Uitenbroek, Neuberger, Fenton and Carpenter

Excused: 2 - Palm and Robins