



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final-revised City Plan Commission

Wednesday, August 28, 2024

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

City Traffic Engineer Eric Lom acted in place of Commissioner Pete Neuberger.

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

Excused: 2 - Palm and Robins

Others present:

Aldersperson Vaya Jones, District #10

Jennifer Stephany, Appleton Downtown Inc./Business Improvement District (BID)

Gary Schmitz, President of the BID Board

Lyssa King, President of the ADI Board

4. Approval of minutes from previous meeting

[24-1113](#)

City Plan Minutes from 8-14-24

Attachments: [City Plan Minutes 8-14-24.pdf](#)

Fenton moved, seconded by Uitenbroek, 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

[24-1114](#)

Planned Development (PD) Rezoning #8-24 for the subject parcels located at 2111 South Schaefer Street (Tax Id #31-9-1114-00) and 2121 & 2125 South Schaefer Street (Tax Id #31-9-1114-01), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/C-2 Planned Development General Commercial District #61-94 and PD/C-2 Planned Development General Commercial District #10-21 to PD/C-2 Planned Development General Commercial District #8-24, along with the attached Implementation Plan Document and Development Plan (Associated with Action Item #24-1115)

Attachments: [InformalPublicHearingNotice 2111 2121 2125SSchaeferSt Rezoning #8-24.pdf](#)

This public hearing was held and no one spoke.

This public hearing was held, and no one spoke on the item.

6. Action Items

[24-1115](#)

Request to approve Planned Development (PD) Rezoning #8-24 for the subject parcels located at 2111 South Schaefer Street (Tax Id #31-9-1114-00) and 2121 & 2125 South Schaefer Street (Tax Id #31-9-1114-01), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/C-2 Planned Development General Commercial District #61-94 and PD/C-2 Planned Development General Commercial District #10-21 to PD/C-2 Planned Development General Commercial District #8-24, along with the attached Implementation Plan Document and Development Plan

Attachments: [StaffReport 2111 2121 2125SSchaeferSt Rezoning For08-28-24.pdf](#)
[Email from Steve Winter 9-9-24.pdf](#)

Proceeds to Council on September 18, 2024.

An email received on September 9, 2024 from Steve Winter is attached.

Carpenter moved, seconded by Fenton, that Rezoning #8-24 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

[24-1116](#)

Annual review and request to approve the Downtown Appleton Business Improvement District (BID) 2025 Operating Plan

- Attachments:** [StaffReport_2025BIDOperatingPlan_For08-28-24.pdf](#)
[2025 BID Operating Plan.pdf](#)
[2023 BID Annual Report.pdf](#)
[2023 BID Audit - Financial Statements.pdf](#)

Fenton moved, seconded by Uitenbroek, that the BID 2025 Operating Plan be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Mayor Woodford, Uitenbroek, Neuberger and Fenton

Excused: 2 - Palm and Robins

Abstained: 1 - Carpenter

7. Information Items

8. Adjournment

Fenton moved, seconded by Uitenbroek, that the meeting be adjourned at 3:42 p.m. Roll Call. Motion carried by the following vote:

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

Excused: 2 - Palm and Robins