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Wednesday, February 4, 2026

Cathy Spears, Chairperson
Appleton Board of Health
100 North Appleton Street
Appleton, WI 54911

**RE: 532 W. College Avenue, Appleton, Wisconsin — Background Materials for Board Packet
(Appeal of July 29, 2025 Order)**

Dear Chairperson Spears and Board of Health:

I begin by apologizing for delaying the Board's consideration in January. I requested that continuance because I was in Florida fulfilling fiduciary and statutory duties for an elderly family friend for whom I serve as financial power of attorney and health-care surrogate. Her Parkinson's disease had advanced significantly; she experienced multiple emergency transports in one week and, on Thursday, January 29, chose to discontinue Parkinson's medications and enter hospice. My presence was required to implement her care plan. My request was made in good faith so that I could return prepared to assist the Board and advocate responsibly for my client.

My clients, Shane and Jen Forrest, are the members of Keystone Futures LLC d/b/a Stateview Commons, which owns 532 W. College Avenue, Appleton, Wisconsin (Stateview Commons). They are a young family who purchased the building in October 2021 from a friend as an investment property based on the then-current uses: a permitted coworking center with private offices on the first floor and four one-bedroom short-term rental (tourist rooming house) units on the second floor. Until the City's July 2025 order, there had been no indication of noncompliance. The cease-and-desist thus came as a genuine surprise and has placed the family under extraordinary financial and personal strain.

Since receiving the order, Mr. Forrest promptly retained counsel (early August), met on-site with an architect, and sought contractor pricing. We obtained quotes for a full fire-sprinkler retrofit, alarm panel upgrades with 520 Hz notification in sleeping rooms, and (out of an abundance of caution) elevator installation. The elevator quotations alone approach the six-figure range for equipment and a comparable amount again for shaft/utility/roof work. These costs, even before interior restoration, are a substantial portion of the building's value and present feasibility concerns for a small, family-owned property.

Stateview Commons is a visible anchor on West College Avenue. The City has used the building's west facade for a prominent Mile of Music mural. The four STR units support travelers—often business visitors connected to nearby events at the Appleton Performing Arts Center—and guests have access to the downstairs office amenities. There is little comparable inventory in that block; a complete shutdown would remove useful lodging capacity in this corridor.

To assist the Board's understanding, I invite any interested member to tour the property before the hearing on Wednesday, February 11, 2026, at 7:00 a.m. or shortly thereafter. Please contact me, and I will coordinate directly with Mr. Forrest to arrange access.

I take full responsibility for any perceived delay in the conditional-license process last fall; if that reflected poorly on my client, I apologize to the Board. The delay was partly out of caution to make sure my client had all the facts necessary to make an informed decision to sign the proposed conditional license, and then my extensive business travel and subsequent illness in October and November interfered with my ability to communicate effectively with my client.

Thank you for your time and consideration of this issue. We appreciate the opportunity to present facts, costs, and feasible paths that protect public health while recognizing the realities facing a small, family-owned building.

Respectfully submitted,

ARTHUR LAW OFFICE LLC

A handwritten signature in black ink, appearing to read "Bob Arthur", written in a cursive style.

Robert Arthur

RMA/cs