



City of Appleton

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

Meeting Minutes - Final City Plan Commission

Wednesday, September 27, 2023

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order by Chair Mayor Woodford at 3:31 p.m.

2. Pledge of Allegiance

3. Roll call of membership

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

Excused: 3 - Palm, Robins and Dane

Others present:

Aileen Vargo, 4721 Everbreeze Circle, Unit F

Gary Vargo, 4721 Everbreeze Circle, Unit F

Mark Boehlke, Hoffman Planning, Design & Construction

Jill Hendricks, Clearwater Creek Development LLC

4. Approval of minutes from previous meeting

[23-1116](#)

City Plan Minutes from 9-13-23

Attachments: [City Plan Minutes 9-13-23.pdf](#)

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

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

Excused: 3 - Palm, Robins and Dane

5. Public Hearing/Appealances

[23-1117](#)

Rezoning #7-23 for the subject parcels located at 4704 N. Ballard Road (Tax Id #31-1-8008-00), including to the centerline of the adjacent right-of-way, and the adjacent land locked parcel directly to the east (Tax Id #31-1-8007-00), as shown on the attached maps, from Temporary AG Agricultural District and R-1A Single-Family District to C-2 General Commercial District (Associated with Action Item #23-1118)

Attachments: [InformalPublicHearingNotice_4704NBallardRdandParceltoEast_Rezoning#7-23.pdf](#)

*The public hearing was held. The following people spoke:
Aileen Vargo, 4721 Everbreeze Circle, Unit F
Mark Boehlke, Hoffman Planning, Design & Construction*

This public hearing was held, and 2 individuals spoke on the item.

6. Action Items

[23-1118](#)

Request to approve Rezoning #7-23 for the subject parcels located at 4704 N. Ballard Road (Tax Id #31-1-8008-00), including to the centerline of the adjacent right-of-way, and the adjacent land locked parcel directly to the east (Tax Id #31-1-8007-00), as shown on the attached maps, from Temporary AG Agricultural District and R-1A Single-Family District to C-2 General Commercial District

Attachments: [StaffReport_4704NBallardRdandParceltoEast_Rezoning_For9-27-23.pdf](#)

Proceeds to Council on October 18, 2023.

Neuberger moved, seconded by Fenton, that Rezoning #7-23 be recommended for approval. Roll Call. Motion carried by the following vote:

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

Excused: 3 - Palm, Robins and Dane

[23-1131](#)

Request to approve the Fourth Addition to Clearwater Creek Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_4th Addn Clearwater Creek_FinalPlat_For9-27-23.pdf](#)

Fenton moved, seconded by Uitenbroek, that the Fourth Addition to Clearwater Creek Final Plat be recommended for approval. Roll Call. Motion carried by the following vote:

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

Excused: 3 - Palm, Robins and Dane

7. Information Items

[23-1120](#)

Contract for consulting services related to the City of Appleton Housing Development Policy, Process and Stakeholder Engagement Services

Attachments: [Recommendation to Award Housing Development Services 09202023 Final.pdf](#)
[Green Bicycle Co Housing Development Policy Guide 9-19-23.pdf](#)
[RFPQ Housing Development Task Force Final Document 8-4-23.pdf](#)

This item was presented.

8. Adjournment

Fenton moved, seconded by Neuberger, that the meeting be adjourned at 3:45 p.m. Roll Call. Motion carried by the following vote:

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

Excused: 3 - Palm, Robins and Dane