



# City of Appleton

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

## Meeting Minutes - Final Board of Zoning Appeals

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Monday, June 19, 2023

7:00 PM

6th Floor Council Chambers

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1. Call meeting to order

*Meeting called to order by Engstrom at 7:02pm.*

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

4. Approval of minutes from previous meeting

[23-0607](#)

Minutes from May 17, 2023

**Attachments:** [5.15.23 Minutes.pdf](#)

**Loosen moved, seconded by Cain, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

5. **Public Hearing/Appearances**

6. **Action Items**

[23-0608](#)

**4029 E. Calumet St. (31-9-5812-00)** The applicant proposes to construct a drive through in the front yard. Section 23-49(a) of the Zoning Ordinance prohibits drive through facilities from the front yard.

**Attachments:** [4029 E. Calumet St.pdf](#)

**Cain moved, seconded by Loosen, that staff recommends this be administratively withdrawn. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

[23-0609](#)

**709 S. Memorial Dr. (31-3-0384-00)** The owner proposes to alter the lot lines between this property and 703 S. Memorial Dr. (31-3-3085-00) . The lot coverage of the proposed new parcel will 55%. Section 23-95(g)(2) of the zoning ordinance limits lot coverage to 50%.

**Attachments:**     [709 S. Memorial Dr.pdf](#)

**Sperl moved, seconded by Loosen, that the Report Action Item be approved.  
Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

[23-0712](#)

Election of Chair

**Sperl moved, seconded by Loosen, to approve Paul McCann as chair of BOZ.  
Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

[23-0713](#)

Election of Vice Chair

**Cain moved, seconded by Loosen, to approve Scott Engstrom as vice chair of BOZ. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts

**7. Information Items**

**8. Adjournment**

**A motion was made by Sperl, seconded by Cain, that this meeting be adjourned at 7:27 pm. The motion carried by the following vote:**

**Aye:** 4 - Engstrom, Sperl, Cain and Loosen

**Excused:** 2 - McCann and Babbitts