



City of Appleton

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

Meeting Minutes - Final City Plan Commission

Wednesday, June 28, 2023

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order by Vice Chair Uitenbroek at 3:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

Others present:

Lisa Nebel, ThedaCare, 3000 E. College Avenue, Suite A

Tom Steiner, ThedaCare, 130 Second Street, Neenah

4. Approval of minutes from previous meeting

[23-0730](#)

City Plan Minutes from 6-14-23

Attachments: [City Plan Minutes 6-14-23.pdf](#)

Palm moved, seconded by Fenton, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

5. Public Hearing/Appearances

[23-0733](#)

Rezoning #4-23 for the subject site located at 2600 S. Heritage Woods Drive (Tax Id #31-8-2020-00 & 31-8-2025-00), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/R-3 Planned Development Amendment #G-98 Multi-family District to R-3 Multi-family District (Associated with Action Item #23-0734)

Attachments: [InformalPublicHearingNotice TheHeritage SUP#8-23+Rezoning#4-23.pdf](#)

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

[23-0731](#)

Special Use Permit #8-23 to conform and expand a community living arrangement (CLA) a/k/a community based residential facility (CBRF) located at 2600 S. Heritage Woods Drive (Tax Id #31-8-2020-00 & 31-8-2025-00) serving a total capacity of 51 persons, as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (Associated with Action Item #23-0732)

Attachments: [ClassIIPublicHearingNoticeNewspaper 2600SHeritageWoodsDr SUP #8-23.pdf](#)
[InformalPublicHearingNotice TheHeritage SUP#8-23+Rezoning#4-23.pdf](#)

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

[23-0735](#)

Proposed district boundaries and the Project Plan for Tax Incremental Financing District #13 in Southpoint Commerce Park, City of Appleton, Wisconsin (Associated with Action Item #23-0736)

Attachments: [Class II Plan Commission June 28 Public Hearing Notice TIF 13.pdf](#)

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

6. Action Items

[23-0734](#)

Request to approve Rezoning #4-23 for the subject site located at 2600 S. Heritage Woods Drive (Tax Id #31-8-2020-00 & 31-8-2025-00), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from PD/R-3 Planned Development Amendment #G-98 Multi-family District to R-3 Multi-family District

Attachments: [StaffReport 2600SHeritageWoodsDr Rezoning For6-28-23.pdf](#)

Fenton moved, seconded by Neuberger, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

[23-0732](#)

Request to approve Special Use Permit #8-23 to conform and expand a community living arrangement (CLA) a/k/a community based residential facility (CBRF) located at 2600 S. Heritage Woods Drive (Tax Id #31-8-2020-00 & 31-8-2025-00) serving a total capacity of 51 persons, as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_2600SHeritageWoodsDr_SUP_For6-28-23.pdf](#)

Fenton moved, seconded by Neuberger, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

[23-0736](#)

Request to approve Resolution designating the proposed district boundaries and approving the Project Plan for Tax Incremental Financing District #13 in Southpoint Commerce Park, City of Appleton, Wisconsin

Attachments: [Resolution_City Plan Commission_TIF 13.pdf](#)

[Updated Page 9 for TIF District 13 Project Plan.pdf](#)

[TIF District 13 Project Plan DRAFT June 28 2023.pdf](#)

[Resolution_Common Council_TIF 13 .pdf](#)

Staff stated some changes were made to some of the figures listed under Section 4 on Page 9 of the project plan. The updated Page 9 with the proposed changes in red font was distributed to the Commission. The updated project plan (now incorporating the changes to Page 9) is attached.

Neuberger moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

[23-0737](#)

Request to approve the dedication of land for public right-of-way for portions of N. Providence Avenue and E. Baldeagle Drive located adjacent to N. Lightning Drive as shown on the attached maps

Attachments: [StaffReport_ProvidenceBaldeagle_StreetDedication_For6-28-23.pdf](#)

Neuberger moved, seconded by Fenton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford

7. Information Items

8. Adjournment

Robins moved, seconded by Fenton, that the meeting be adjourned at 3:48 p.m. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Robins, Dane, Uitenbroek, Neuberger and Fenton

Excused: 1 - Mayor Woodford