

Return to: Department of Public Works
 Inspection Division
 100 North Appleton Street
 Appleton, Wisconsin 54911
 (920) 832-6411

City of Appleton Application for Variance

Application Deadline February 27, 2023 Meeting Date March 20, 2023

Please write legibly and also submit a complete reproducible site plan (maximum size 11" x 17"). A complete site plan includes, but is not limited to, all structures, lot lines and streets with distances to each. There is a non-refundable \$125.00 fee for each variance application. The non-refundable fee is payable to the City of Appleton and due at the time the application is submitted.

| Property Information | |
|---|--|
| Address of Property (Variance Requested) 2626 S Oneida St. | Parcel Number 31-9-4374-01 |
| Zoning District C2PD | Use of Property <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial |

| Applicant Information | |
|---|---|
| Owner Name Community First Credit Union | Owner Address 1575 Dresang Way, Neenah WI 54956 |
| Owner Phone Number 920.830.7234 | Owner E Mail address (optional) jeff.Schweitzer@communityfirstcu.org |
| Agent Name Kelli Lax - Creative Sign Company | Agent Address 505 Lawrence Dr., De Pere WI 54115 |
| Agent Phone Number 920.676.7757 | Agent E Mail address (optional) kelli@creativesigncompany.com |

| Variance Information |
|--|
| Municipal Code Section(s) Project Does not Comply |
| Brief Description of Proposed Project: The cab and cap of the existing sign is being replace with a new and different size and shape. The total area of the proposed sign would be two hundred and seven (207) sq. ft. Section 23-523(a) of the Zoning Ordinance limits the area of a ground sign to one hundred and fifty (150) sq. ft. |

DocuSigned by:
Owner's Signature (Required): Jeff Schweitzer **Date:** 2.20.2023
 Jeff Schweitzer
 Community First Credit Union

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Questionnaire

In order to be granted a variance each applicant must be able to prove that an unnecessary hardship would be created if the variance were not granted. The burden of proving an unnecessary hardship rests upon the applicant. The attached sheet provides information on what constitutes a hardship. (Attach additional sheets, if necessary, to provide the information requested. Additional information may be requested as needed.

1. Explain your proposed plans and why you are requesting a variance:

We are proposing to remove the top cabinet of existing pylon and fabricate and install a new cabinet. The sign was approved through the Master Sign Plan (permit attached) We are not requesting a larger cabinet.

2. Current Cabinet - 111.125 SF New Cabinet - 103.1875 SF (noted on artwork)

3. Describe how the variance would not have an adverse affect on the surrounding properties:

It would have no adverse affect. Again, the overall size of the sign will be less than it currently is, complying with the Master Signage Plan approval in 2003

3. Describe the special conditions that apply to your lot or structure that do not apply to surrounding lots or structures:

The sign is 20 years old and is due to be replaced.

4. Describe the hardship that would result if your variance were not granted:

We are requesting a replacement cabinet due to the age of the sign. The sign was approved under the Master Signage Plan in 2003. Permit attached. We are not requesting a larger sign. The new cabinet is a slightly different shape but slightly smaller than the existing, so still complying with the original approved Master Signage Plan.

CITY OF APPLETON MEMO

To: Board of Zoning Appeals

From: Kurt W. Craanen, Inspections Supervisor 

Date: March 10, 2023

RE: Variance Application for 2626 S. Oneida St. (31-9-4374-01)

Description of Proposal

The applicant proposes to replace a large section of an existing sign that is legal nonconforming. The total area of the proposed sign would be two hundred and seven (207) sq. ft. Section 23-523(a) of the Zoning Ordinance limits the area of a ground sign to one hundred and fifty (150) sq. ft.

Impact on the Neighborhood

In the application, the applicant states that the sign would have no adverse impact on the surrounding properties because the size of the sign will not change.

Unique Condition

In the application, the applicant states that the sign is twenty (20) years old and needs to be replaced.

Hardship

In the application, the applicant states that the sign was approved under the Master Signage Plan in 2003 and they are not requesting a larger sign, which complies with the original plan.

Staff Analysis

This parcel is 114,360 sq. ft. The minimum size of a parcel in the C2 zoning district is 14,000 sq. ft.

A permit for a ground sign was issued on 5/13/03. At that time, this sign met the standards of the Master Sign Plan and the method of determining area of a sign was calculated different than the code prescribes today.

The sign is a legal nonconforming sign. The applicant is proising to replace a large section of the sign with a section of similar size. Section 23-506(a)(2) of the Zoning Ordinance states:

“ Any nonconforming sign hereafter relocated, moved, reconstructed, extended, enlarged, changed in shape or use (not including change the copy), altered, or modified shall be made to comply with the provisions of this chapter.”

The applicant has not demonstrated that the parcel has a dimensional limitation or unique character that would require a sign larger than the minimum standards. The hardship criteria has not been met.

**City of Appleton - Department of Public Works
Sign Permit Application**

A separate application is required for each proposed sign

Site Address: 21224 S ONEIDA ST Permit No.: 40-03
 Occupancy: BANK Key No.: 9-4574-01
 Single-Tenant Multi-Tenant Receipt No.: 213 836
 Business Name: COMMUNITY FIRST CREDIT UNION Permit Fee: \$2000
 Date Issued: 5/19/03
For Finance Use Only: 15520-4407

Office Information

Site Plan No.: _____ Zoning District: C2 PD
 Master Signage Plan No.: 03-04 Street Occupancy Permit No.: _____
 BOA Variance Dated: _____ Minor Variation Dated: _____

Type of Sign

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Ground Sign | <input type="checkbox"/> Awning Sign | <input type="checkbox"/> Changeable Copy |
| <input type="checkbox"/> Wall Mounted Sign | <input type="checkbox"/> Temporary Sign (sandwich, etc.) | <input type="checkbox"/> Freeway Oriented On-Premise Sign |
| <input type="checkbox"/> Projecting Sign | <input type="checkbox"/> Canopy Sign | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Window Sign | <input type="checkbox"/> Portable Sign | |

Dimensions/Other Information of Sign

Width of Sign: 15' Height of Sign: 23'-5"
 Height Above Normal Grade: _____ Underclearance: 10'
 Projection into R-O-W: _____ Distance to Side Lot Line (5' min): _____
 Setback from R-O-W: _____ Setback from Driveway: _____
 Sign Contractor: APPLETON SIGN CO. Material: ALUMINUM
 Estimated Cost: \$100,000 Design Exception (Sec. 23-529) _____

Electrical Information of Sign

Illumination: Internal External Fluorescent Neon
 None Incandescent Electronic
 UL Design No: DA000904 Electrical Contractor: _____

Applicant hereby agrees to comply with all laws and regulations of the State of Wisconsin and of the Ordinances of the City of Appleton. Applicant further agrees in consideration of the issuance of the permit to save the City of Appleton harmless for any injury or damage caused by reason of the erection or maintenance of the sign or signboard. If any sign erected pursuant to the permit occupies public street right-of-way, it is subject to all of the provisions of Wis. Stat. 60.045, but without charge or bond. This permit is applied for in granted subject to revocation when any law or regulation of the State of Wisconsin or the Ordinances of the City of Appleton is violated or when inspection reveals that the sign or signboard creates a hazard.

Applicant: Shannon Christli Phone: 920-724-1101
 Address: 21224 S ONEIDA ST, APPLETON WI 54912
REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES WILL BE MADE UPON REQUEST AND IF FEASIBLE
 City of Appleton - Department of Public Works

WHITE - OFFICE

YELLOW - APPLICANTS

creative Sign
company inc

505 LAWRENCE DR, DE PERE, WI 54115
920.336.8900 CREATIVESIGNCOMPANY.COM

CLIENT: COMMUNITY FIRST CU

LOCATION: W8099 CTRY RD KK APPLETON (DARBOT), WI 54915

DRAWN BY: BAILEY

SALESPERSON: KELLIL

DATE: 10/25/2022

DESIGN #: D21448

PAGE: 4

| REVISION LOG: | INTL | DATE | DESCRIPTION |
|---------------|------------|-----------|-------------|
| BS | 01/16/2023 | CAPS | |
| BS | 02/07/2023 | ADD SQ FT | |

PYLON

QUANTITY: 1
SIDES: D/F
LIGHTING: LED (WHITE)
CABINET: FABRICATED ALUM (28")
FACES: 125" ROUNDED ALUM. W/ PUSH-THRU
PUSH-THROUGH: .75" CLEAR ACRYLIC
ICON GRAPHICS: TRANS CUT VINYL, 1ST SURFACE
TEXT GRAPHICS: DIGITAL PRINT, 1ST SURFACE
VINYL: PERF WITH GLOSS LAM
FONT: SUPPLIED ART

NEW SQ FEET: 103.1875 SQ FT

INSTRUCTION: REMOVE & DISPOSE OF EXISTING CAB/FACES. PRODUCE AND INSTALL NEW AS SHOWN.

COLORS:

- C-1 PMS 2627 C
- V-2 3M 3630-246 TEAL
- P-3 PMS 482 C

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

SIGNATURE _____ DATE _____

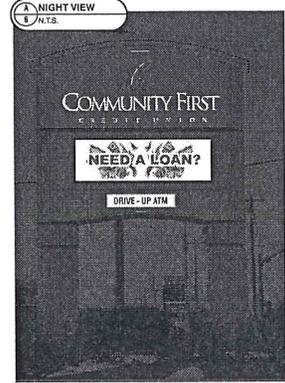


CUT POLES AS NEEDED



EXISTING VIEW
2 N.T.S.

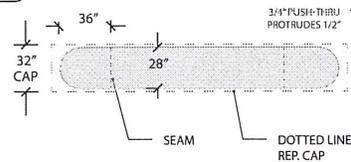
EXISTING CAB SQ. FT: 111.125 SQ. FT
REMOVE EXISTING CAB AND CAPS



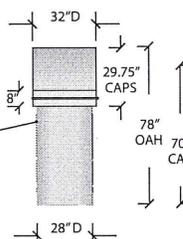
NIGHT VIEW
1 N.T.S.

**ALT-4: LOC-4
OPTION A**

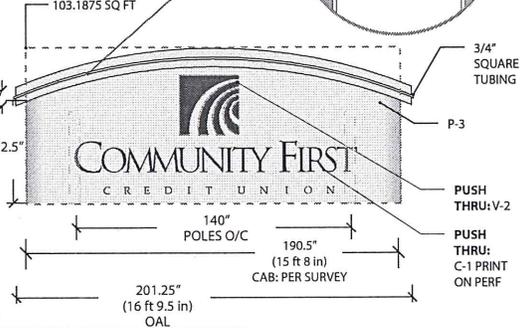
OVERHEAD VIEW
3 SCALE: 3/16" = 1"



END VIEW
4 SCALE: 1/4" = 1"



DETAIL VIEW
5 SCALE: 1/4" = 1"



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CONCEPTUAL DRAWING ONLY

All sizes and dimensions are illustrated for client conception of the project and are not to be understood as being exact, size or exact scale. Renderings, including lighting effects, opacities, and coloration, are an approximation.

CUSTOMER RESPONSIBILITIES

Please review all drawing details closely, as Creative Sign will produce signs as approved drawing indicates. Some changes may occur based on production needs. While Creative Sign will make all efforts to correct any obvious spelling or grammatical errors, the customer is responsible for confirming that the above copy, including names and titles, appear as desired. Creative Sign will make every effort to closely match colors, including PMS, where specified. We cannot guarantee exact matches due to varying compatibility of surface materials and paints used.