



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appletonwi.gov

## Meeting Minutes - Final Community Development Committee

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Wednesday, March 12, 2025

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

Chair Hartzheim called the meeting to order at 4:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

**Present:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

4. Approval of minutes from previous meeting

[25-0209](#)

CDC Minutes from 2-26-25

**Attachments:** [CDC Minutes 2-26-25.pdf](#)

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

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

5. **Public Hearing/Appearances**

6. **Action Items**

[25-0210](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Sections 4-162(c), 4-292(c) and 4-418(h), as identified in the attached document, and the reinspection fee be increased to \$75 and added to the various permit fee schedules

**Attachments:** [Reinspection Fee Increase and Chapter 4 Amendments For3-12-25.pdf](#)

**Jones moved, seconded by Smith, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[25-0211](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Section 4-161, as identified in the attached document, and the various permit fee schedules be updated to increase the erosion control permit fee to \$50

**Attachments:** [Erosion Control Fee Increase and Chapter 4 Amendments For3-12-25.pdf](#)

**Jones moved, seconded by Smith, that the proposed Municipal Code text amendments be held until the next Community Development Committee meeting. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[25-0212](#)

Request to approve an update to the Electrical Permit Fee Schedule to correct the fee amount to \$85 for work costing \$1,001 to \$10,000

**Attachments:** [Electrical Permit Fee Update For3-12-25.pdf](#)

**Jones moved, seconded by Smith, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[25-0213](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Sections 4-475 to 4-499, as identified in the attached document

**Attachments:** [HVAC Chapter 4 Amendments For3-12-25.pdf](#)

**Jones moved, seconded by Smith, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

[25-0214](#)

Request to approve the City of Appleton maintain its current selling prices for business/industrial park land and hold option fees as described in the attached documents

**Attachments:** [Business-Industrial Park Land Value Memo to CDC 3-12-25.pdf](#)  
[Exhibit A-Ind Land Sales Comparison.pdf](#)  
[Exhibit B-Ind Land Sales Ask Price Comparison.pdf](#)  
[Map of Southpoint Parcels.pdf](#)

**Jones moved, seconded by Smith, that maintaining the current selling prices for business/industrial park land be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff

## 7. Information Items

[25-0215](#)

Comprehensive Plan Community Workshop

**Attachments:** [Plan Appleton March Workshop Flyer.pdf](#)

This item was presented.

[25-0216](#)

Inspection Division Permit Summary Report Ending 2-28-25

**Attachments:** [Inspections Permit Report February 2025.pdf](#)

This item was presented.

## 8. Adjournment

**Siebers moved, seconded by Smith, that the meeting be adjourned at 4:47 p.m.  
Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Hartzheim, Jones, Smith, Siebers and Wolff