



# City of Appleton

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

## Meeting Minutes - Final City Plan Commission

*Any questions about items on this meeting are to be directed  
to the Community and Economic Development Department,  
920-832-6468.*

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Monday, September 12, 2016

4:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

**Meeting called to order at 4:00 p.m.**

2. Roll call of membership

**Present:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna

*Others present:*

*Jennifer Stephany, Appleton Downtown Inc.*

*Jill Hendricks, Vision Realty & Development*

3. Approval of minutes from previous meeting

[16-1381](#)

City Plan Minutes from 8-22-16

**Attachments:** [City Plan Minutes 8-22-16.pdf](#)

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

**Aye:** 4 - Dukelow, Buetow, Lobner and Uslabar

**Excused:** 1 - Mayor Hanna

**Abstained:** 1 - Rabec

4. **Public Hearings/Appearances**

[16-1382](#)

Rezoning #5-16 to rezone a portion of land generally located on the north side of Spartan Drive, west of N. Haymeadow Avenue and east of N. Richmond Street (part of Tax Id #31-6-6000-00), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from AG Agricultural District to P-I Public Institutional District (Associated with Action Item #16-1383)

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

**5. Action Items**

[16-1384](#)

Request to approve the dedication of land for public right-of-way for Spartan Drive, Sommers Drive and Haymeadow Avenue as shown on the attached maps

**Attachments:** [StaffReport\\_StreetDedication\\_Spartan-Sommers-Haymeadow.pdf](#)

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

**Aye:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna

[16-1385](#)

Request to approve the dedication of land for public right-of-way for N. Meade Street and Spartan Drive as shown on the attached maps

**Attachments:** [StaffReport\\_MeadeStSpartanDr\\_StreetDedication\\_For09-12-16.pdf](#)

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

**Aye:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna

[16-1386](#)

**\*\*CRITICAL TIMING\*\*** Annual review and request to approve the Downtown Appleton Business Improvement District (BID) 2017 Operating Plan

**Attachments:** [StaffReport\\_2017BIDOperatingPlan\\_For09-12-16.pdf](#)  
[2017 BID Operational Plan.pdf](#)  
[2015 BID Annual Report.pdf](#)  
[2015 Year End BID Communication Report.pdf](#)  
[2015 Year End BID Financial Statements Report.pdf](#)

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

**Aye:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna

**6. Information Items**

[16-1383](#)

Request to approve Rezoning #5-16 to rezone a portion of land generally located on the north side of Spartan Drive, west of N. Haymeadow Avenue and east of N. Richmond Street (part of Tax Id #31-6-6000-00), including to the centerline of the adjacent right-of-way, as shown on the attached maps, from AG Agricultural District to P-I Public Institutional District

**Attachments:** [StaffReport\\_Rezoning#5-16\\_SpartanDriveLiftStation.pdf](#)

*Proceeds to Council on October 5, 2016.*

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

**Aye:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna

7. Adjournment

**Lobner moved, seconded by Dukelow, that the meeting be adjourned at 4:22 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Dukelow, Buetow, Lobner, Uslabar and Rabec

**Excused:** 1 - Mayor Hanna