



# City of Appleton

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

## Meeting Agenda - Final Municipal Services Committee

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Monday, March 7, 2022

4:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
[22-0284](#) Minutes from February 21, 2022

**Attachments:** [Minutes from 2-21-22.pdf](#)

#### 4. Public Hearings/Apearances

#### 5. Action Items

- [22-0213](#) Resolution #3-R-22 regarding Municipal Code Chapter 12, Article III, Weeds and Wild Growth.

**Attachments:** [Resolution #3-R-22.pdf](#)  
[Resolution #3-R-22-Memo.pdf](#)

*Held from February 21, 2022 meeting.*

**Legislative History**

2/21/22	Municipal Services Committee	held
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- [21-0868](#) Request from Blue Sky Contractors for a street occupancy permit for four parking stalls (CAW 310, 312, 314 & 316) for the commercial development project at 318 W. College Avenue be approved from June 14, 2021 through October 29, 2021 (except for September 24th and 25th).

*Request to extend through April, 2023.*

**Legislative History**

6/21/21	Municipal Services Committee	recommended for approval
7/7/21	Common Council	approved
10/25/21	Municipal Services Committee	recommended for approval
11/3/21	Common Council	approved

[22-0289](#) Request from Creative Downtown Appleton Inc. for a street occupancy permit for the College Avenue beautification strip between Drew Street and Badger Avenue for the following events:

May 20, 2022: Student Art  
June 17, 2022: Street Music Week Finale  
July 15-16, 2022: Chalk Walk  
August 19-20, 2022: Paint Out

**Attachments:** [Downtown Creates Event Series Memo.pdf](#)  
[Street Occ Permit-Creative Downtown.pdf](#)

[22-0290](#) Request from Creative Downtown Appleton Inc. for a street occupancy permit for Sidewalk Sales on the College Avenue beautification strip (not sidewalk area) from Drew Street to Badger Avenue on May 20, 2022; June 17, 2022; July 15-16, 2022 and August 19-20, 2022.

[22-0291](#) Request from Bolton & Menk, Inc. for a street occupancy permit for balconies to extend into the Washington Street right-of-way 3 feet, with a minimum 28 foot clearance and a canopy to extend 8" into the Washington Street right-of-way with an 8'8" clearance.

**Attachments:** [Street Occ Permit-Bolton & Menk Inc.pdf](#)

[22-0302](#) Approve changes to intersection traffic control at the Lindbergh Street/Summit Street intersection. Follow-Up to Six-Month Period.

**Attachments:** [Lindbergh St-Summit St.pdf](#)

[22-0303](#) Approve New parking restriction on the 1300 block of N. Summit Street (at Wisconsin Avenue). Follow-Up to Six-Month Trial Period

**Attachments:** [1300 N Block of N. Summit St.pdf](#)

[22-0304](#) Approve Parking restriction change on the 1300 block of W. Harris Street (west of Mason Street). Follow-Up to Six-Month Trial Period

**Attachments:** [1300 block of W. Harris Street.pdf](#)

## 6. Information Items

[22-0292](#) City of Appleton Parking Utility 2021 Annual Report.

**Attachments:** [Parking Utility 2021 Annual Report.pdf](#)

[22-0204](#) Discussion of desired process for possible redesign of Soldier Square per Resolution #5-R-19.

**Attachments:** [Resolution #5-R-19.pdf](#)

*Held from February 21, 2022 meeting.*

[22-0210](#) Review Crosswalk Installation Evaluation Guidance Flowchart.

**Attachments:** [Crosswalk Installation Evaluation .pdf](#)

*Held from February 21, 2022 meeting.*

[22-0309](#) Inspections Division Permit Summary Comparison Report for February 28, 2022.

**Attachments:** [Inspection Divison Comparison Report-Feb 2022.pdf](#)

## 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*



# City of Appleton

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## Meeting Minutes - Final Municipal Services Committee

---

Monday, February 21, 2022

4:30 PM

Council Chambers, 6th Floor

---

1. Call meeting to order

*Meeting called to order by Firkus at 4:30 pm.*

2. Roll call of membership

**Present:** 4 - Firkus, Doran, Fenton and Siebers

**Excused:** 1 - Prohaska

3. Approval of minutes from previous meeting

[22-0190](#)

Minutes from February 7, 2022

**Attachments:** [Minutes from February 7, 2022.pdf](#)

Fenton moved, seconded by Siebers, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0191](#)

Approve Plan Review Services Contract for Large Projects to E-Plan Exam.

**Attachments:** [Plan Review Services for Large Projects.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0192](#)

Approve proposed change to Municipal Code Section 19-112, Non-metered off-street parking.

**Attachments:** [Municipal Code Section 19-112.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Excused:** 1 - Prohaska

[22-0193](#)

Approve modifications to the Downtown Parking Policy for City Employees.

**Attachments:** [Downtown Parking Policy-City Employees.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0194](#)

Request to replace hotel signage on the College Avenue Skywalk with sign for Vince Lombardi's Steakhouse.

**Attachments:** [Vince Lombardi's.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0195](#)

Request from Greenfire for a street occupancy permit for a crane and construction staging area to extend 30 feet into the Oneida Street right-of-way at 103 W. College Avenue through December 31, 2022.

**Attachments:** [Street Occupancy-103 W College Ave.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0200](#)

Request from James Johnston to appeal his \$75 non-compliance fee for a tire collected at 1130 E. Sunset Avenue.

**Attachments:** [James Johnston-1130 Sunset Ave.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Excused:** 1 - Prohaska

[22-0201](#)

Approve parking restriction change on the 800 block of W. Eighth Street (Badger Avenue to Pierce Avenue). Follow-up to six-month trial period.

**Attachments:** [800 Block of W. Eighth St.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0202](#)

Approve parking restriction change on the 100 block of W. College Avenue adjacent to Houdini Plaza. Follow-up to six-month trial period.

**Attachments:** [100 Block of W. College Avenue.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0203](#)

Approve installation of STOP signs on Locust Street at Oklahoma Street. Follow-up to six-month trial period.

**Attachments:** [Locust St-Oklahoma Street intersection.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0212](#)

Preliminary Resolution 1-P-22 for Concrete Pavement, Driveway Aprons and Sidewalk Construction be adopted and refer the matter to the Finance Committee to determine the assessment rate.

**Attachments:** [Resolution 1-P-22.pdf](#)

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

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

[22-0213](#)

Resolution #3-R-22 regarding Municipal Code Chapter 12, Article III, Weeds and Wild Growth.

**Attachments:** [Resolution #3-R-22.pdf](#)

Doran moved, seconded by Siebers, that the Report Action Item be held. Roll Call. Motion carried by the following vote:

**Aye:** 3 - Firkus, Doran and Siebers

**Nay:** 1 - Fenton

**Absent:** 1 - Prohaska

**6. Information Items**

[22-0204](#)

Discussion of desired process for possible redesign of Soldier Square per Resolution #5-R-19.

**Attachments:** [Resolution #5-R-19.pdf](#)

[22-0210](#)

Review Crosswalk Installation Evaluation Guidance Flowchart.

**Attachments:** [Crosswalk Installation Evaluation .pdf](#)

[22-0211](#)

Update on Transportation Utility Funding Study.

**Attachments:** [Transportation Utility Funding Study.pdf](#)

**7. Adjournment**

Siebers moved, seconded by Fenton, that the be adjourned. Roll Call. Motion carried by the following vote:

**Aye:** 4 - Firkus, Doran, Fenton and Siebers

**Absent:** 1 - Prohaska

## RESOLUTION #3-R-22

Modify Appleton Weed Ordinance to accommodate No Mow May best practices.

**Date:** February 16, 2022

**Submitted By:** Alderperson Meltzer-District 2, Alderperson Fenton-District 6, **Alderperson Schultz-District 9**, Alderperson Alheim-District 11, Alderperson Wolff-District 12

**Referred To:** Municipal Services Committee

**WHEREAS;** No Mow May Resolution #2-R-20, which established the pilot community-wide initiative to support emerging pollinator insects, including the delayed enforcement of the City's Weed Ordinance until June 1st, was approved by Common Council in May of 2020 and subsequently renewed for 2021, resulting in no substantial additional burden on city staff and resources; and,

**WHEREAS;** a study published by Professor Del Toro, et.al., of Lawrence University which analyzed the effects of No Mow May participation in Appleton in 2020, demonstrated that both delayed and reduced frequency mowing and use of pollinator-friendly alternatives to harmful chemical lawn applications dramatically improved bee population numbers and species diversity; and,

**WHEREAS;** No Mow May has been adopted by a majority of neighboring municipalities, many of which establish allowable lawn heights as 12" for both commercial and residential lots, and by adjusting Appleton's allowed residential height from 8" to 12" will clarify community participation and simplify enforcement, allowing residents to mow less frequently while still maintaining their yards which has many environmental benefits; and,

**WHEREAS;** the City of Appleton's Weed Commissioner maintains authority to address noxious weeds throughout the year, as authorized by Municipal Code sections 12-58 and 12-59; as well as control rank and unmanaged growth; now therefore,

**THEREFORE BE IT RESOLVED;** that the City of Appleton amend Municipal Code section 12-58c(3), striking (1) and (2), which define separate height categories for lot types, and amend c(3) to read "The Weed Commissioner shall destroy or cause to be destroyed noxious weeds, and is further empowered to enter upon public and private lands, **on or after June 1**, to cut or remove the accumulation or growth of weeds, grass, brush or otherrank or offensive vegetation which has grown to a height **greater than 12"** and amend Municipal Code section 12-59c(3), to read "Yards, including any area between the installed sidewalk and the curb, with a common stand of turf grass is higher than ~~eight (8)~~ **twelve (12)** inches is declared to be in a state of neglect and a public nuisance.





"...meeting community needs...enhancing quality of life."

## MEMO

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**TO:** Municipal Services Committee

**FROM:** Paula Vandehey, Director of Public Works *PAV*

**DATE:** February 28, 2022

**SUBJECT:** Resolution #3-R-22 regarding Municipal Code chapter 12, Article III, Weeds and Wild Growth.

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Public Works staff appreciates the extra time to provide the Municipal Services Committee with feedback on the proposed changes to the Weed and Wild Growth Ordinance. City staff's thoughts are as follows:

1. Our experience over the past few years of No Mow May has been mostly positive, with fewer overall complaints than we feared would transpire.
2. The annual request provides a perfect opportunity to promote the program and educate on the "WHY" behind No Mow May.
3. The current ordinance language provides staff with some beneficial discretion that could be eliminated with the proposed ordinance changes.

Therefore, staff recommends that Resolution #3-R-22 be denied and that we continue with an annual review of No Mow May.



# MEMORANDUM

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“... meeting community needs... enhancing quality of life.”

TO: Paula Vandehey, Director of Public Works

FROM: Jessica Titel, Principal Planner

DATE: March 2, 2022

RE: Request from Creative Downtown Appleton Inc. for the 2022 Downtown Creates Event Series

The Appleton Public Arts Committee met on March 2, 2022 and recommended approval of the request from Creative Downtown Appleton Inc. for the Downtown Creates Event Series to be located within the College Avenue amenity strip and planters (Badger Avenue to Drew Street) **as described in the attached documents and subject to the following conditions.**

1. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size.
2. A street occupancy permit is required.
3. The applicant shall provide the Department of Public Works with a final placement map prior to the event. DPW shall have the ability to modify any locations that are not acceptable.
4. Artists will use the sidewalk in the amenity strip on May 20, 2022 from 9:00 AM through 9:00 PM (AASD Student Walk) and June 17, 2022 from 4:00 PM through 9:00 PM (Street Music Week). Applicant is responsible to collect any remaining items left behind by the end of each event.

Per the Art in Public Places Policy, the recommendation from the Appleton Public Arts Committee is forwarded to the committee of jurisdiction, in this case, the Municipal Services Committee. Please place this item on the agenda for the March 7, 2022 Municipal Services Committee agenda. Their recommendation would then be forwarded to the Common Council for final consideration on March 16, 2022.

The Staff Report prepared for the Public Art Committee is attached as reference.



## REPORT TO PUBLIC ARTS COMMITTEE

**Appleton Public Arts Committee Meeting Date:** March 2, 2022

**Municipal Services Committee Date:** March 7, 2022

**Common Council Meeting Date:** March 16, 2022

**Item:** 2022 Downtown Creates Series

**Case Manager:** Jessica Titel, Principal Planner

### GENERAL INFORMATION

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**Applicant:** Creative Downton Appleton Inc., c/o Jennifer Stephany

**Property Owner:** City of Appleton – Public Right-of-Way

**Address/Parcel:** College Avenue Amenity Strip - 900 West to 300 East blocks of College Avenue (Badger Avenue to Drew Street)

**Applicant's Request:** Applicant is requesting approval to use the College Avenue amenity strip for the 2022 Downtown Creates monthly event series.

### PROJECT DETAILS

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**Brief Description of Project and Location:** The applicant is proposing to hold four events as part of the Downtown Creates event series. The events will occur on the sidewalk within the College Avenue amenity strip. The events are as follows:

- Appleton Area School District Student Walk (May): this event will showcase talents from AASD students. Artwork will be displayed in the amenity strip and/or planters and will include painted chairs, 3D wire sculptures, display tables, window displays and other student artwork.
- Street Music Week (June): This event will highlight the conclusion of Street Music week. Friday night will be an extension of that event and will feature local musicians playing music within the amenity strip.
- *The 2022 Downtown Creates series will also include Chalk Walk (July) and Paint on the Town (August). These events are exempt from review by the Public Art Committee because they were previously reviewed and approved by Municipal Services Committee and/or Common Council prior to the adoption of the Art in Public Places Policy and establishment of the Public Art Committee.*

**Reason for Choosing the Proposed Location:** The walkability of downtown makes it accessible to all and allows the artwork to be spaced apart to promote distancing the full mile stretch of College Avenue.

## 2022 Downtown Creates Event Series

March 2, 2022

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**Description of How the Work is Installed/Anchored/Attached:** Artwork will be temporary, freestanding displays located within the amenity strip and planters. Appleton Downtown, Inc.'s certificate of insurance is on file with the City.

### **Timeline and Duration of Installation:**

AASD Student Walk: May 20, 2022 from 9:00 AM through 9:00 PM

Street Music Week: June 17, 2022 from 4:00 PM through 9:00 PM

**Maintenance and Cost:** Creative Downton Appleton, Inc. will provide volunteers and staff at each event to assist with removal of any items that may have been left behind. No other clean-up is expected.

**Associated Signage:** Temporary signs (2'W x 1.5' H) will be placed out during the event. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size.

**Appleton Comprehensive Plan 2010-2030:** The City of Appleton *Comprehensive Plan 2010-2030* illustrates the importance of the arts community to Appleton and encourages the expansion and promotion of placemaking and arts in the City. The proposed public art project is consistent with the following goals and objectives of the *Comprehensive Plan 2010-2030*.

*Chapter 3 – Community Vision #12: Creative place making and public art enhance the public realm and contribute to a vibrant economy.*

### *Chapter 14 – Downtown Plan*

- *Strategy 1.4 Install sculpture, murals, and other art in public locations throughout the downtown*
- *Strategy 2.1 Maintain and strengthen the vitality of the arts and entertainment niche*

### **Staff Comments:**

- The planter outlet lock keys are maintained by ADI. Those needing power will have to arrange access thru them. Our electricians currently do a test of all outlets on College Avenue twice a year; 1) Spring before Farmers Market and 2) Fall before License to Cruise / Octoberfest. The City will not be doing any additional testing beyond this for these events. If an outlet is problematic, users may need to move to another planter where one works. When problems are reported to us, we will respond during normal business hours to repair (in most cases a fuse is blown and needs replacement).

## **RECOMMENDATION**

Based upon the guidelines outlined in the Art in Public Places Policy, staff recommends that the proposed 2022 Downtown Creates Event Series, located within the College Avenue amenity strip and planters (Badger Avenue to Drew Street), as described in the attached documents, **BE APPROVED** subject to the following conditions:

1. Per the Art in Public Places Policy, any artwork signage shall meet the parameters set forth in Zoning Code Section 23-531(e), which allows each artwork one plaque/sign not to exceed nine square feet in size.
2. A street occupancy permit is required.

**2022 Downtown Creates Event Series**

**March 2, 2022**

**Page 3**

3. The applicant shall provide the Department of Public Works with a final placement map prior to the event. DPW shall have the ability to modify any locations that are not acceptable.
4. Artists will use the sidewalk in the amenity strip on May 20, 2022 from 9:00 AM through 9:00 PM (AASD Student Walk) and June 17, 2022 from 4:00 PM through 9:00 PM (Street Music Week). Applicant is responsible to collect any remaining items left behind by the end of each event.



# PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #: \_\_\_\_\_  
 Effective Date: \_\_\_\_\_  
 Expiration Date: \_\_\_\_\_  
 Fee: \_\_\_\_\_  
 Paid (yes or no): \_\_\_\_\_

Rev. 04-10-15

**Applicant Information**

Name (print): Meghan Warner Company: Creative Downtown Appleton  
 Address: 333 W College Ave Ste. 100 Telephone: 920-954-9112 FAX: \_\_\_\_\_  
Appleton, WI 54911 e-mail: meghan@appletondowntown.org  
 Applicant Signature: *Meghan Warner* Date: February 15, 2022

**Occupancy Information**

General Description: Downtown Creates is an open air, walkable, free event series that happens every 3rd Friday from May - August.  
Event dates: May 20 (AASD Student Walk), June 17th (street music), July 15-16 (Chalk Walk) Aug. 19-20 (Paint Out)

Street Address: Downtown Businesses may conduct sidewalk sales during these events - weather permitting Tax Key No.: \_\_\_\_\_  
 - or -  
 Street: College Ave From: 900 W College Ave To: 300 E College Ave  
 Multiple Streets: \_\_\_\_\_

*(Department use only)*

Occupancy Type	Sub-Type	Location
<input type="checkbox"/> Permanent (\$40)	<input type="checkbox"/> Sandwich Board	<input type="checkbox"/> Sidewalk
<input type="checkbox"/> Temporary - max. 35 days (\$40)	<input type="checkbox"/> Tables / Chairs	<input type="checkbox"/> Terrace
<input type="checkbox"/> Amenity/Annual (\$40)	<input type="checkbox"/> Dumpster	<input type="checkbox"/> Roadway
<input type="checkbox"/> Blanket/Annual (\$250)	<input type="checkbox"/> POD / Container	
<input type="checkbox"/> Block Party (\$15)	<input type="checkbox"/> Obstruction / Other	

**Additional Requirements**

Plan/Sketch                       Certificate of Insurance                       Bond  
 Other: \_\_\_\_\_

**Traffic Control Requirements**       N/A

<p><u>Type of Street:</u></p> <input type="checkbox"/> Arterial/CBD <input type="checkbox"/> Collector <input type="checkbox"/> Local	<p><u>Proposed Traffic Control:</u></p> <input type="checkbox"/> City Manual Page(s) <input type="checkbox"/> State Manual Page(s) <input type="checkbox"/> Other (attach plan)	<p><input type="checkbox"/> Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.</p> <p>Additional Requirements: _____</p>
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Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

- This permit approval is subject to the following conditions:**
1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
  2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
  3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
  4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
  - 5.
  - 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 (Department of Public Works)

**Insurance and Bond Coverage:**

Insurance Carrier: Currently on File

Insurance Agent Name and Phone Number: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Policy Period: \_\_\_\_\_

\* Bond Carrier: N/A

\* Bond Agent Name and Phone Number: N/A

\* Bond Number: N/A

\* Bond Period: N/A

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: Appleton Downtown Inc/Creative Downtown Appleton Inc.

Print Name: Jennifer Stephany

Signature: 

Date: February 14, 2022

*\* Bonds are required for the following types of work only:*

- *Plumbing in the public right-of-way: \$5,000.00 Performance Bond (Code Section 4-265)*
- *Sewer lateral sealing in the public right-of-way: \$5,000.00 Performance Bond (Code Section 4-188(c))*
- *Moving of Buildings: \$2,000.00 Performance Bond (Code Section 4-207(5))*
- *Cement Finisher's License: \$2,000.00 Performance Bond (Municipal Code Section 9-33)*



**PUBLIC ART APPLICATION**

Community and Economic Development Department  
100 N. Appleton St. PH: 920-832-6468  
Appleton, WI 54911 FAX: 920-832-5994

Stamp date received

**ARTIST / APPLICANT**

Name	Creative Downtown Appleton Inc. C/O Jennifer Stephany
Mailing Address	333 W. College Ave. Ste 100, Appleton, WI 54911
Phone	(920) 954-9112
E-mail	jennifer@appletondowntown.org

**PROJECT AND LOCATION INFORMATION**

Property Tax # (31-0-0000-00) – if applicable	
Site Address/Location	College Ave. - 900 W to 300 E blocks
Description of proposed location for artwork within the property or facility (freestanding, attached to the building, inside building, etc.)	Amenity strip/Beautification Area - free standing objects
Project Title	Downtown Creates Series: May 20:AASD Student Walk, June 17:Street Music Week, July 15-16:Chalk Walk, August 19:Paint Out
Type of Artwork (mural, statue, sculpture, fountain, etc.)	painted chairs, sculptures, pottery, music, chalk art, beautiful materpieces on canvas or storefront windows.

**SUBMITTAL REQUIREMENTS**

- A complete submittal includes a completed application signed by the applicant with the following supplementary information:
- Brief description of the proposed artwork
  - Photos/sketches of proposed work
  - Site plan/location map showing location of proposed work
  - Reason for choosing the proposed location
  - Description of how the work is installed/anchored/attached
  - Installation specifications provided by a structural engineer
  - Timeline and duration of installation
  - How the artwork will be maintained (including any costs associated with the maintenance and who will be responsible for those costs)
  - Description of any associated signage

**SIGNATURE**

2/14/2022	
Date	Applicant/Artist Signature

<b>OFFICE USE ONLY</b>	
Application Complete _____	Date Filed _____



## **WHAT IS PUBLIC ART?**

Public art is any work of art or element of design that is sited in or on property that is publicly owned or controlled by the City of Appleton (parks, buildings, right-of-ways, etc.) for people to experience.

Public property is defined as a *building and/or land owned and controlled and/or in which the use is operated by the City including fire stations, City Hall, public works and park facilities, library and the like.*

Public art will be reviewed in accordance with the Art in Public Places Policy that was approved by the Common Council. The policy can be found on the City's website: <https://www.appleton.org/government/community-and-economic-development/art-in-public-places-policy>.

## **WHAT IS THE PROCESS?**

The Appleton Public Arts Committee (APAC) is responsible for implementing the Art in Public Places Policy and reviewing artwork proposed on public property. City Staff will review the proposals, prepare a report and present the project to the APAC. The APAC will make a recommendation to the appropriate committee of jurisdiction based upon the proposed project/request. Their recommendations will then be forwarded to the Common Council for final action. Upon receiving final approval for a public art project, the appropriate documents will be drafted according to the Art in Public Places Policy.

## **Downtown Creates Series: May 20, June 17, July 15 and August 19**

The Downtown Creates Series embraces the walkability of our downtown, connecting people with artistic expression. With your support, we would like to showcase an exploration of art displays for the community to engage in and connect with. We often hear how the last two years have impacted the mental health of our community. Providing experiences of connection, even with strangers; is valuable and important to our overall well-being. Activating the sidewalks is great way to encourage walking and boost customer traffic for businesses as well.

As you review this application, we look forward to any suggestions or comments from the Public Art Committee, in an effort to make this series the success that we hope it to be.

### **• Brief description of the proposed artwork**

#### **May 20: AASD Student Walk**

The May Downtown Creates display will showcasing talents from Appleton Area School Students. We anticipate a variety of artwork including up to 100 painted chairs. One teacher is working on 3D metal wire sculptures with a music theme that are 2-3 feet tall that would be place in the planters. We have also offered teachers 6 foot tables to display pottery or other items, as well as business windows to display 2D artwork. May will also include fiber rain creations. We are requesting access to the power in the planters for LED light strands. We are requesting sidewalk occupancy.

#### **June 17: Street Music Week**

The June Downtown Creates night will highlight the conclusion of Street Music Week June 13-17. Street Music week features a variety of local musicians donating their time over the lunch hour to raise financial support for Feeding America. As a partnered event with Heid Music, Lawrence University, Mile of Music and Creative Downtown Appleton this will be the 10<sup>th</sup> annual Street Music Week. Friday night will be an extension of that programming and presented in the same busking fashion featuring local musicians on the amenity beautification strip and other areas such as the parklet next to the 222 building or behind Heid Music. We also plan to rent Houdini Plaza to have a musician behind the fountain on the small stage. We are requesting access to the power in the planters for LED light strands or small amplification. We are requesting sidewalk occupancy. We will also apply for a noise variance through the health Department. Street Music Week also applies for separate permits.

#### **July 15-16: Chalk Walk**

The July Chalk Walk is a community favorite inviting the general public and local artist to create sidewalk masterpieces. Chalk creation will take place throughout the day on Friday and also on Saturday this year. Weather permitting the artwork will be a weekend long display to enjoy.

To enhance the Chalk Walk we will also apply for a sidewalk sale permit to add on Saturday, July 16<sup>th</sup>. We are requesting access to the power in the planters for LED light strands. We are requesting sidewalk occupancy.

### **August 19-20: Paint Out**

The August Paint on the Town feature activates private business windows with painted murals and hosts a timed canvas competition for local artist of all abilities. We are requesting sidewalk occupancy Friday and Saturday to set up easels with 20x16" canvas boards, one chair, small folding table and artist supplies while they paint. We also will have mural artists painting on private windows utilizing a narrow area of the sidewalks as they paint. We are also requesting access to the power in the planters for LED light strands.

- **Photos/sketches of proposed work: Attached**

- **Site plan/location map showing location of proposed work –**

Each month: College Avenue between Badger/Story and Drew Street including the amenity beautification strip and the planters for signage and LED light strands.

May 20<sup>th</sup> we would like to place student wire sculptures in the planters as well.

Houdini Plaza will be rented for June 17 for use of the small stage area behind the fountain.

- **Reason for choosing the proposed location:**

Sidewalk activation promotes downtown exploration and utilizing the full district allows areas to be spaced apart to promote social distancing, throughout the mile stretch of College Avenue. Free masks and hand sanitizer will be made available to attendees.

- **Description of how the work is installed/anchored/attached**

Displays will be mostly free standing objects like the chairs and easels, some items for the May 20<sup>th</sup> event may be staked into the ground within the planters for stability. The chalk is applied direct to the concrete.

- **Installation specifications provided by a structural engineer**

N/A

- **Timeline and duration of installation**

Items would be placed during event timeframe:

- Friday, May 20 – Student art set-up beginning after 9 am with placement markings with painters tape and all items cleared by 9pm – no overnight displays,
- Friday, June 17 – set up for musicians after 4pm and all cleared up by 9pm
- Friday, July 15 – chalk installation beginning after 9am and continuing throughout Friday and Saturday. Duration will depend on weather. Images are washed away by the rain.
- Friday, August 19 – Easel set up for the canvas competition will begin after 9am on Friday and Saturday. Window painting will begin after 7am on Friday morning and Saturday morning. Sidewalk activity would end no later than 2pm on Saturday. Duration of window paint is dependent on the weather. Some are painted inside and some are painted on the outside of the windows.

• **How the artwork will be maintained (including any costs associated with the maintenance and who will be responsible for those costs)**

- May 20- Student artists are invited to stay with their art during the hours of the promoted event 5pm – 8pm Students are being asked to remove their items that night. A team of ADI volunteers will be on hand to gather any remaining items.
- June 17 – N/A
- July 15 – If professional remove is necessary for any of the created artworks, CDA would provide that service.
- August 19 – Artists are required to bring their easel and canvas back to the ADI office by 8pm on Friday night and 2pm on Saturday.

Creative Downtown Appleton Inc. will provide volunteers & staff each month to assist with removal of any items that may have been left behind.

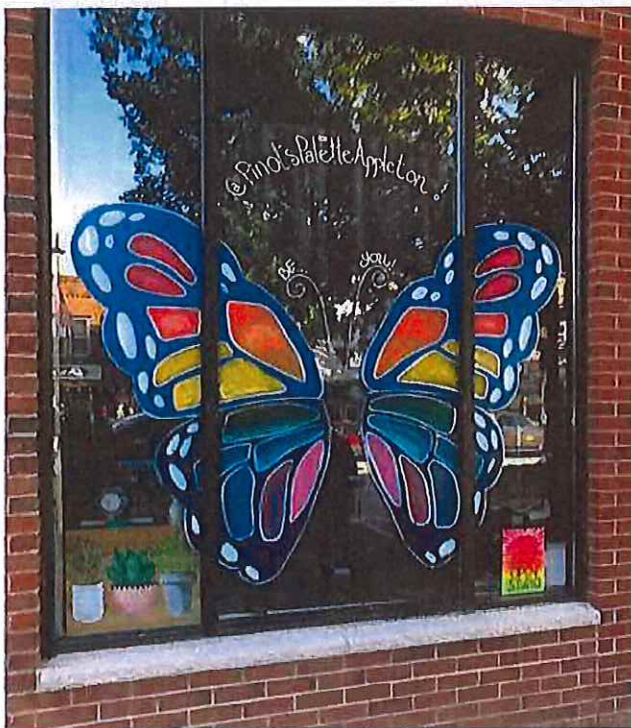
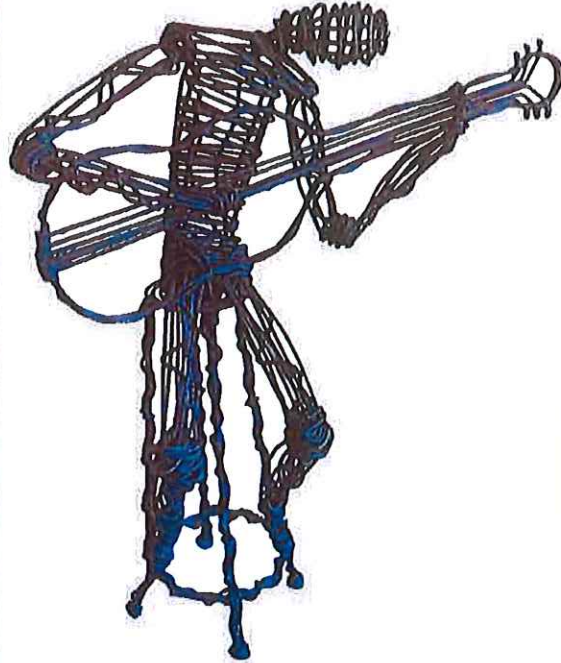
• **Description of any associated signage**

Signage consists of similar to image, placed in planters during each monthly event. Signage would look similar with minor updates, (image is from 2020), showcasing event, Creative Downtown Logo and sponsor logos. Dimensions 2' W x 1.5' H

2 feet wide



1.5 feet height



Date: February 9, 2022

To: Department of Public Works

From Creative Downtown Appleton Inc.

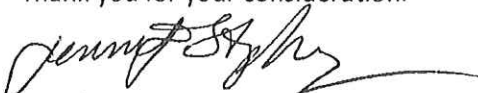
Subject: Public Right of Way temporary permit request

Please consider the following request for a permit to occupy the public right of way in Downtown Appleton for our Downtown Creates Series as follows. A copy of the public art committee application is attached.

- **May 20: Student Art:** A variety of art creations by local students: artful chairs, fiber pieces, metal wire sculptures, paintings, pottery etc...
  - Request for use of amenity beautification strip area and all tree planters on College Ave. between Drew St. and Badger St.
  - Requested use of planter for Downtown Creates sign and metal wire sculptures.
  - Request for access to power in the planters beginning at 4pm for LED light strands
- **June 17 – Street Music Week Finale:** solo to trio musician groups performing in busking style throughout downtown.
  - Request use of amenity beautification strip area and all tree planters on College Ave. between Drew St. and Badger St.
  - Requested use of planter for Downtown Creates sign
  - Request for access to power in the planters beginning at 4pm for LED light strands and small amplifiers.
- **July 15-16: Chalk Walk:** Chalk created masterpieces on the sidewalk and sidewalk sale
  - Request for use of amenity beautification strip area and all tree planters on College Ave. between Drew St. and Badger St.
  - Requested use of planter for Downtown Creates sign
  - Request for access to power in the planters beginning at 4pm. for LED light strands
  - Saturday July 16 Request for amenity beautification strip area for sidewalk sale 9am-6pm
- **August 19-20: Paint Out:** Easels for a timed painting competition as well as painted windows in private businesses.
  - Request for use of amenity beautification strip area and all tree planters on College Ave. between Drew St. and Badger St.
  - Requested use of planter for Downtown Creates sign
  - Request for access to power in the planters beginning at 4pm. for LED light strands

Please let us know if additional information is required.

Thank you for your consideration.

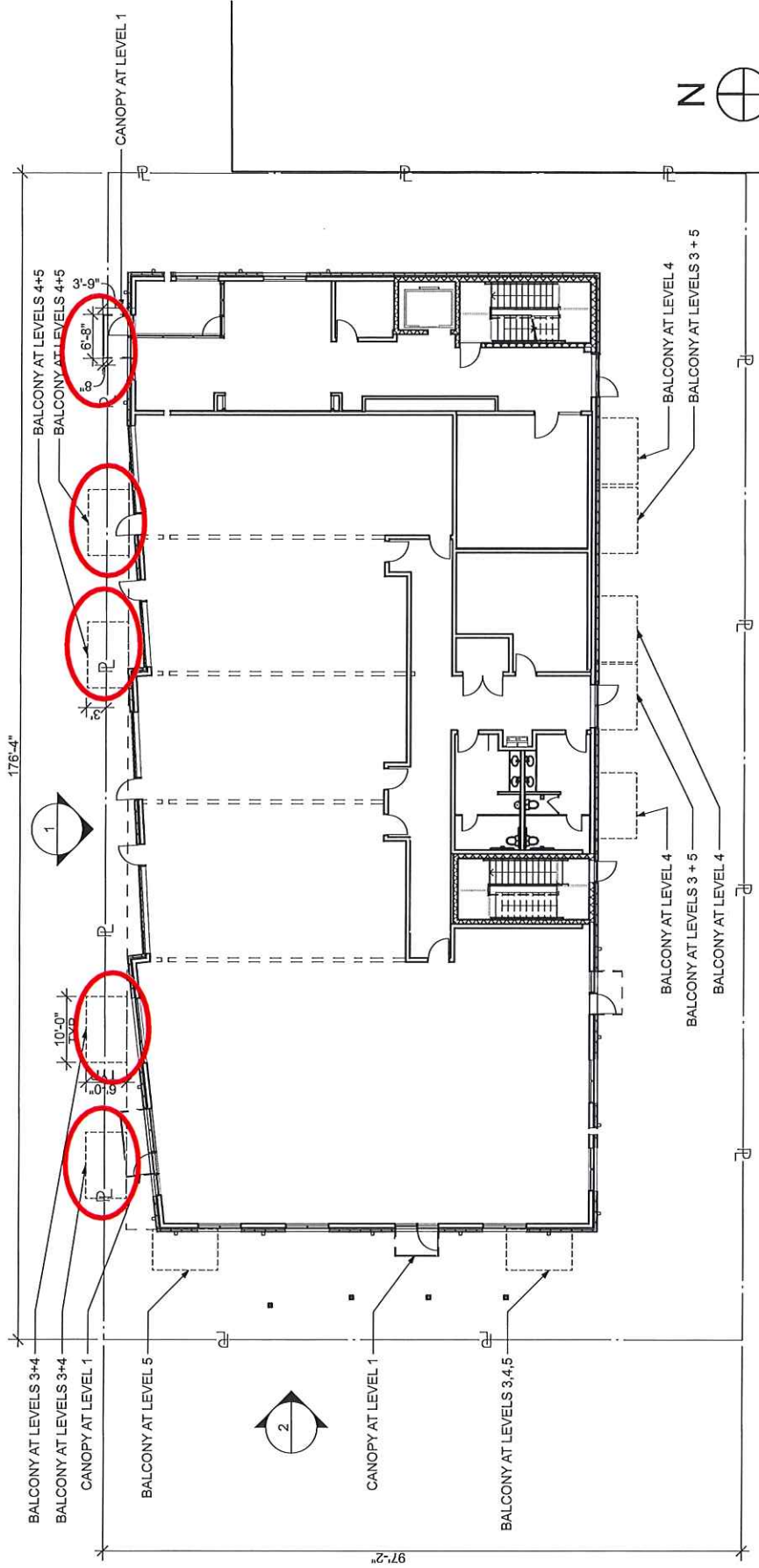


Jennifer Stephany  
Executive Director

Creative Downtown Appleton Inc. and Appleton Downtown Inc.

# URBANE APPLETON

## BALCONY OVERHANG DIAGRAM



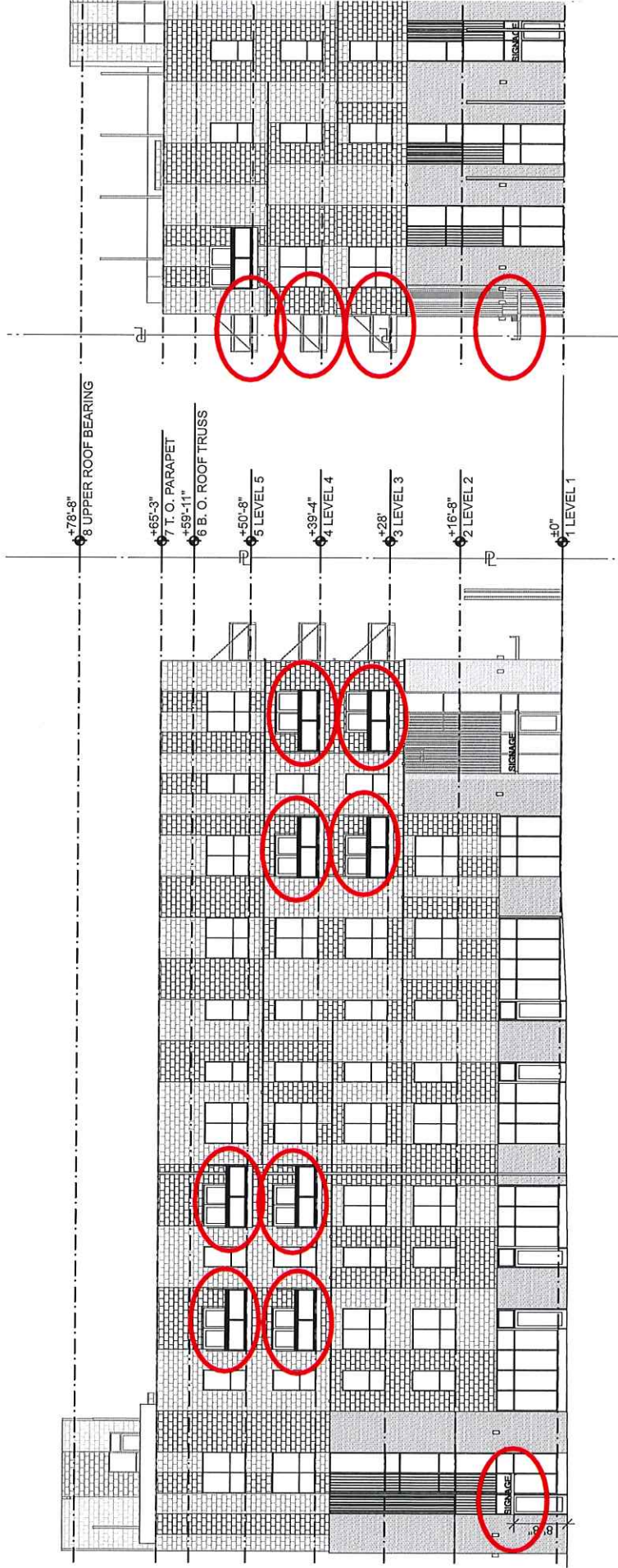
### LEVEL 1 - FLOOR PLAN

SCALE: 1/16" = 1'-0"

**GNITSHOT**  
ARCHITECTURE

# URBANE APPLETON

BALCONY OVERHANG DIAGRAM



NORTH ELEVATION

SCALE: 1/16" = 1'-0"

**9NITSHOT**  
ARCHITECTURE

WEST ELEVATION

SCALE: 1/16" = 1'-0"





"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS  
Engineering Division – Traffic Section  
2625 E. Glendale Avenue  
Appleton, WI 54911  
TEL (920) 832-5580  
FAX (920) 832-5570

**To:** Municipal Services Committee  
**From:** Eric Lom, City Traffic Engineer  
**Date:** March 2, 2022  
**Re:** Change to intersection traffic control at the Lindbergh Street / Summit Street intersection  
*Follow-Up to Six-Month Trial Period*

Based on a request from a concerned citizen, the Traffic Section recently reviewed the traffic control at the intersection of Lindbergh Street and Summit Street, and subsequently initiated a six-month trial period to change from yield control to two-way stop control. This intersection is located three blocks west of Richmond Street and three blocks north of Glendale Avenue. The land use in this area is primarily residential. Both streets are classified as *local*.

In a typical intersection control study, we consider traffic volumes, crash history, safe approach speeds, etc. In this case, the entering volume of this intersection is relatively low, at approximately 1,216 vehicles per day (recent traffic counts indicated 713 vehicles per day (vpd) on Lindbergh Street and 503 vpd on Summit Street). A review of crash records indicated three reportable crashes for the recent five-year period of 2016 through 2020. The critical approach speed for the intersection was found to be approximately 3 mph, due primarily to the home in the northwest quadrant of the intersection. This is indicative of severely limited sight distance.

While this intersection does not meet the volume threshold for stop control, the critical approach speed is below the standard for yield control. As such, we recommend maintaining the two-way stop control that was implemented for the trial period.

**To accomplish this, the following ordinance action is required:**

1. **Create:** "Install stop signs on Summit Street at Lindbergh Street."



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DEPARTMENT OF PUBLIC WORKS  
Engineering Division – Traffic Section  
2625 E. Glendale Avenue  
Appleton, WI 54911  
TEL (920) 832-5580  
FAX (920) 832-5570

**To:** Municipal Services Committee  
**From:** Mike Hardy, Assistant Traffic Engineer  
**Date:** February 24, 2022  
**Re:** New parking restriction on the 1300 block of N. Summit Street (at Wisconsin Avenue)  
*Follow-Up to Six-Month Trial Period*

In response to a concern raised by a citizen, the City implanted a new parking restriction for a 6-month trial period that began in September of 2021. The new parking restriction was placed on the east side Summit Street, just north of Wisconsin Avenue. The concern was when cars are parked on both sides of the street near Wisconsin Avenue, it complicates the safe navigation of two-way traffic on Summit Street, especially when turning off Wisconsin Avenue.



Figure 1: New NO PARKING Restriction, east side of Summit Street, extending 75-FT north of Wisconsin Avenue

The citizen who initiated the concern acknowledged the new restriction has helped. We did not receive any other feedback or complaints during the six-month trial period. Based on this, we recommend making the changes permanent.

**To accomplish this, the following ordinance action is required:**

1. **Create:** "Parking be prohibited on the east side of Summit Street from Wisconsin Avenue to a point 75 feet north of Wisconsin Avenue."



"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS  
Engineering Division – Traffic Section  
2625 E. Glendale Avenue  
Appleton, WI 54911  
TEL (920) 832-5580  
FAX (920) 832-5570

**To:** Municipal Services Committee  
**From:** Mike Hardy, Assistant Traffic Engineer  
**Date:** February 22, 2022  
**Re:** Parking restriction change on the 1300 block of W. Harris Street (west of Mason Street)  
*Follow-Up to Six-Month Trial Period*

In response to a concern raised by Alderperson Smith, the City implanted a new parking restriction for a 6-month trial period that began in September 2021. The new parking restriction was placed on the north side of Harris Street, west of Mason Street. The concern was when cars are parked on both sides of the street near Mason Street, it complicates the safe navigation of two-way traffic on Harris Street, especially when turning off Mason Street.



Figure 1: 6-Month Trial; NO PARKING Restriction, north side of Harris Street, extending 50-FT west of Mason Street

Feedback received from the Alderperson and residents during trial indicated it was effective, but there is a preference to move the parking restriction from the north side of Harris Street to the south side. During the trial, several vehicles belonging to Mason Street residents were routinely parked on Harris Street, with demand ranging from 0 to 3 vehicles parked at any given time. Most of the time, there was one or zero vehicles parked.



Figure 2: Post Trial Recommendation; NO PARKING Restriction, south side of Harris Street, extending 115-FT west of Mason Street

Our office supports the request to keep the restriction but move it to the south side of the street. The preference to move the restriction to the south side would help keep vehicles approaching Mason Street on the preferred side of the roadway. We feel limiting the parking restriction on Harris Street to one side is an effective balance to support the on-street parking needs of Mason Street residents and the safe navigation of two-way traffic on Harris Street near Mason Street. The restriction is extended to the second driveway since the space between the driveways is too small to legally park a common size vehicle.

A letter was mailed to nearby properties advising them of the recommended change. Feedback received is attached.

**To accomplish this, the following ordinance action is required:**

1. **Create:** “Parking be prohibited on the south side of Harris Street from Mason Street to a point 115 feet west of Mason Street.”

## Michael Hardy

---

**From:** [REDACTED]  
**Sent:** Monday, February 28, 2022 9:30 AM  
**To:** Michael Hardy  
**Subject:** Concerns

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

We received the letter about moving the no parking sign at the intersection of Harris St and Mason St. By moving this no parking sign you are just diverting the problem back to the other side again. And now again people will be parked in the crosswalk and in front of the driveway near by. We have seen this issue cause problems for the city and county workers picking up the trash, recycling, snow removal and leaf collection and even the residents in this neighborhood. We have already discussed this with the Alderman. The parking habits of the people are different in the winter than they are in the summer time. Please reconsider this.

The Kozlovsky Household

Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.

401 N Mason St  
(NW Corner of Mason/Harris)

## Michael Hardy

---

**From:** [REDACTED]  
**Sent:** Monday, February 28, 2022 3:12 PM  
**To:** Michael Hardy  
**Subject:** Parking restriction change

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Re: Parking restriction change on the 1300 block of W. Harris Street (west of Mason St)

Since my family moved into our home in 2013 there has never been any parking restrictions on the 1300 block of W. Harris. I have never seen, experienced or known of anyone who has experienced an accident on that portion of the street. For years people were able to safely navigate the two way traffic without complication. For those of us that live on Mason Street that don't have any parking options in front of our homes due to the city street layout, the side street of Harris is essential for parking. I am strongly opposed to any parking restrictions for the street of Harris. Many of us have small narrow driveways and cannot park more than 2 cars without blocking the sidewalk. These parking restrictions would cause extreme burden and increased safety risk for those of us that need that side street to park. We use this side street for temporary parking when rearranging vehicles, to allow other household members or visitors out, to allow a contractor plumber, internet installer, or delivery driver to park in our driveway, or to remove the wall of snow that the city plow pushed into our driveway. I'd park on Harris, walk to my house, and unblock my driveway so I could park my car. Having to park and walk down the road when it's icy, cold, and dark is bad enough. Increase the distance, my age, or make me a mom with a newborn and the risk levels multiply. Delivery drivers use the 1300 block of West Harris for temporary parking along with police officers. I viewed 2 police vehicles parked where the current 6 month parking restriction is while the restriction was in full effect. Once again I strongly oppose any parking restrictions for the 1300 block of W. Harris. There should be no new restrictions and the temporary 6 month trial restriction should be removed. I ask before you consider any parking restrictions lookup 417 N Mason, imagine living there. Your truck is blocked. You have to park your spouse's car down on Harris, then walk back to the house to get the truck, park the truck on Harris, then jump back in the car, park the car in the driveway, then walk back to Harris for the truck. Now add 3 kids with after school activities and a company work van to the vehicle swapping mix. I invite you to park on Harris and walk to my driveway and back to your vehicle and imagine doing this multiple times per day. I'm not the only household that has to swap vehicles like this daily and even without the parking restrictions there have been times that Harris is full and I had to park on Franklin. I hope in reading this you can understand why I strongly oppose parking restrictions on Harris. Thank you for your time.

Sincerely,

Ellen Wight  
[REDACTED]  
[REDACTED]

417 N Mason St  
Appleton, WI 54914

Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.

# City of Appleton Parking Utility

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## **2021 Annual Report**

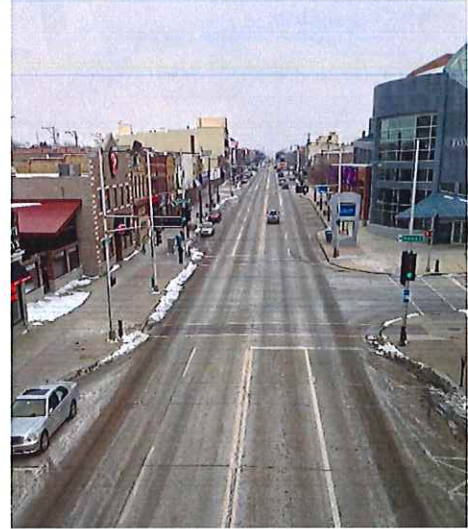
*VISION: Providing Excellence in Downtown Parking*



**PARK & PLAY  
THE DOWNTOWN WAY**

# Parking Utility Guiding Principals

- Maintain the small town, walkable form that has evolved over decades of purposeful planning.
- Support a park once, pedestrian friendly vision that improves connectivity for visitors, residents and employees.
- Provide a customer-friendly experience centered on convenience, access and fairness.
- Help facilitate and encourage a diverse economy.
- Maintain a responsibility to optimize public investment in parking infrastructure.



## Parking Inventory



Off-street meter parking stalls	=	94
On-street meter parking stalls	=	784
Ramp parking stalls	=	2,775
Motorcycle / Moped stalls	=	32
<b>TOTAL PUBLIC PARKING STALLS</b>	<b>=</b>	<b>3,685</b>

**PARK & PLAY  
THE DOWNTOWN WAY**



### Accomplishments in 2015

1. Reduced meter hours from 9:00 am – 9:00 pm to 9:00 am – 6:00 pm, Monday through Saturday, with Sundays remaining free.
2. Changed on-street meter limit from 2 hours to 12 hours and the rate from \$0.75/hour to \$0.20/hour for all on-street meters north of Washington Street.

### Accomplishments in 2016

1. Implemented new pay-on-exit parking system in the Green, Yellow and Red Parking Ramps. System includes credit card and validation capabilities.
2. Implemented new ramp permit rates as follows:
  - \$30/month all ramps except Blue Ramp and \$35/month Blue Ramp

### Accomplishments in 2017

1. Purchased a new enforcement vehicle to enforce parking time zones throughout the city.
2. Implemented Passport parking meter pay-by-phone app.
3. Installed additional signage in the Red Ramp and Green Ramp, and created a second exit lane in the Green Ramp to reduce exiting times from these ramps after major events.
4. Implemented Special Event Parking in the Green Ramp for major PAC events.

### Accomplishments in 2018

1. Upgraded Red Ramp lights to LED fixtures.

### Accomplishments in 2019

1. Upgraded Yellow Ramp lights to LED fixtures.
2. Replaced elevators in Red Ramp and Yellow Ramp.
3. Demolished Blue Ramp.
4. Created motorcycle and bicycle parking area in Green Ramp.
5. Accept credit card payments for monthly permits.
6. Implemented new ramp rates as follows:
  - \$2.00 < 3 hours, \$3.00 3-4 hours, and \$5.00 > 4 hours
7. Implemented new meter rates as follows:
  - \$1.00 per hour gray meters
  - \$0.50 per hour red meters (30 minutes)
  - \$0.25 per hour meters north of Washington Street

### Accomplishments in 2020/2021

1. Implemented \$35/month ramp permit fee.
2. Implemented PassPort Citation software.
3. Implemented online payment option for parking card holders and businesses.

### Upcoming Projects in 2022

1. Upgrade Green Ramp lights to LED fixtures.
2. Replace stairwell in Green Ramp.
3. Seal concrete decks of Green Ramp.
4. Replace elevator shafts in Red Ramp.

**PARK & PLAY  
THE DOWNTOWN WAY**

# 2021 Financial Overview

## REVENUES

Ramp Permits	\$ 657,781
Ramp pay-as-exit	\$ 363,329
Meters	\$ 475,513
Fines	\$ 249,170
Other	<u>\$1,497,992*</u>
<b>TOTAL</b>	<b>\$3,243,785</b>

## EXPENSES

Labor	\$ 717,721
Supplies & Services	\$ 571,202
Capital	\$ 113,936
Debt	\$ 0
Depreciation / Other	<u>\$ 570,898</u>
<b>TOTAL</b>	<b>\$1,973,757</b>

\*American Rescue Plan Act Funds

# Parking Statistics

## Number of Permit Holders:

2015	2,581
2016	2,497
2017	2,562
2018	2,404
2019	2,488
2020	1,863
2021	1,640

## Number of Citations Issued:

2015	12,463
2016	10,691
2017	10,764
2018	10,071
2019	10,168
2020	10,799
2021	13,805



**Green Ramp Motorcycle and Bicycle Parking Area**

**PARK & PLAY  
THE DOWNTOWN WAY**

RESOLUTION #5-R-19 Amended on \_\_\_\_\_

Rededication and revitalization of Soldier's Square

WHEREAS; Monuments have long been used by civilizations as a way to commemorate a common history and to visualize a shared future, and have historically been incorporated into the fabric of civic life through the formation of public spaces which embrace them, just as they were on Market Street in Appleton from 1851 through 1937, and;

WHEREAS; For the bereaved, military comrades, and the public at large, public memorials function as virtual graves for those who often died far from home on foreign soil and serve as permanent reminders of the steep price our nation, and our City, has paid for the preservation of its security and freedoms and the events that have helped shape our common history, and;

WHEREAS; a one-block long plaza 80 feet in width between South Morrison and South Oneida streets, was deeded to Appleton in the 1850's by Boston philanthropist Amos Adams Lawrence, the namesake of Lawrence University, with the deed restriction that it continue to function as a "Public Highway", in perpetuity, lest it be returned to the Lawrence family, and;

WHEREAS; Market Street, as it was known from the early days of Appleton, was renamed in 1911 as 'Soldiers Square,' precipitated by the dedication of a monument erected to honor soldiers who fought in the Civil War, a monument created by Italian sculptor Chevalier Gaetano Trentanove and presented by Appleton industrialist A.W. Priest in memory of his brother, James Priest, who died in the Civil War, and;

WHEREAS; In 1915, in response to a national call to honor those who served in the Spanish-American War, the City of Appleton petitioned for and received one of the one thousand "Remember the USS Maine" memorial plaques cast from the salvaged metals of the infamous warship before it was permanently sunk off the shores of Havana Harbor, dedicating it, along with two Napoleon cannon from the same conflict, on the East end of Soldier's Square, and;

WHEREAS; In 1922, The City Planning Survey recognized the importance of Soldier's Square, its newly established memorial reflection space, as a primary element in its first attempt to create a bold new vision for downtown, and;

WHEREAS; In the late 30's, to make way for parking, the Spanish American War Memorial was relocated to Pierce Park where it was subjected to vandalism and the metal scrap drive of 1943 which resulted in the loss of the cannon and memorial plaque, and has since deteriorated beyond recognition while the Civil War memorial, which remains in Soldier's Square, has, over time, forfeited its prominence in the square, and;

WHEREAS; More recently, the veterans of the Middle East conflicts, but also including those who served in Viet Nam, Korea and others conflicts over the last half century, have NEVER been formerly recognized in the common public space of Soldier's Square or elsewhere in Appleton and are well-deserving of the same recognition and honor afforded all veterans of foreign wars, and;

WHEREAS; Soldier's Square, was meant to provide a place of solace and contemplation, where our memorials could be appreciated for their aesthetic and symbolic value beyond their intrinsic commemorative purpose, and complement the mission of the civic spaces in which they reside by connecting us and causing us to reflect on something larger than ourselves;

WHEREAS; the City of Appleton's updated Comprehensive Plan of 2016 included a concept for an expanded civic space, providing for intentional connectivity between Houdini Plaza and Soldier Square, prioritizing walkability and usability; and



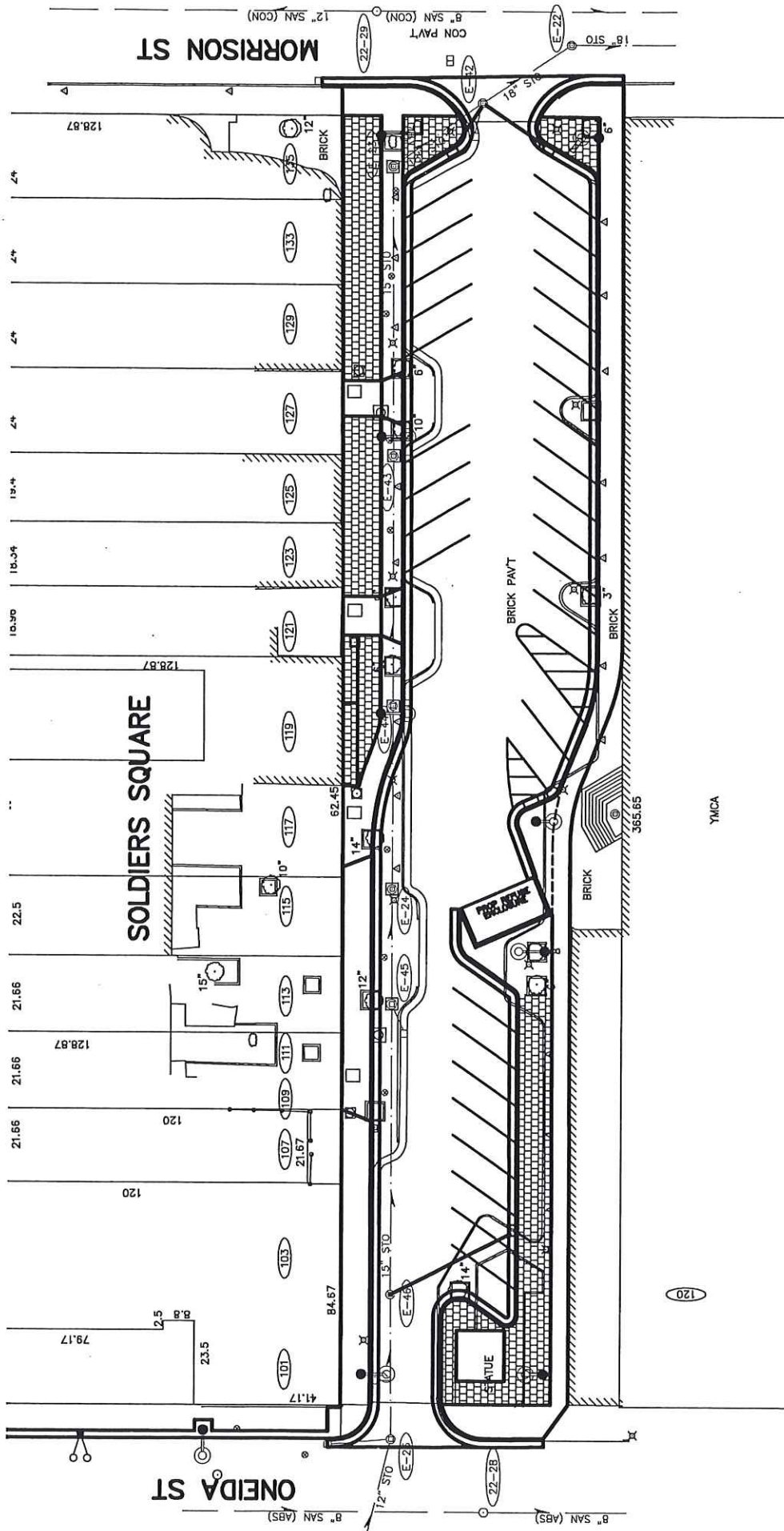
NOW THEREFORE, BE IT RESOLVED;

That "Soldier's Square", for the purposes of this Resolution, shall be defined as that portion of right of way approximately 80' by 365' in size, bounded by the following: South of College Avenue, West of Morrison Street, North of Lawrence Street, and East of Oneida Street; and

BE IT FURTHER RESOLVED;

That the City of Appleton will commit to an effort to revitalize Soldier's Square and make an effort to recapture the former function of the space as a public highway without prohibiting any future ancillary development and **without unduly impacting parking and traffic movement**; and that the City accommodate the relocation and restoration of the Spanish-American War Memorial in any foreseeable future redevelopment plans of Soldier's Square and delay the proposed restorations of the Spanish-American War Memorial and Civil War Memorial, until a determination can be made to the relocation of the same, as well as afford the opportunity to have other recent conflicts memorials recognized without any direct cost to the City of Appleton.





MORRISON ST

SOLDIERS SQUARE

ONIDA ST

YMCA

(120)







*"... meeting community needs... enhancing quality of life."*

**DEPARTMENT OF PUBLIC WORKS**  
**Engineering Division – Traffic Section**  
2625 E. Glendale Avenue  
Appleton, WI 54911  
TEL (920) 832-5580  
FAX (920) 832-5570

Approved by Council on 2/1/2017

**CROSSWALK MARKING/ENHANCEMENT POLICY**  
**for**  
**UNCONTROLLED CROSSINGS AT INTERSECTIONS**

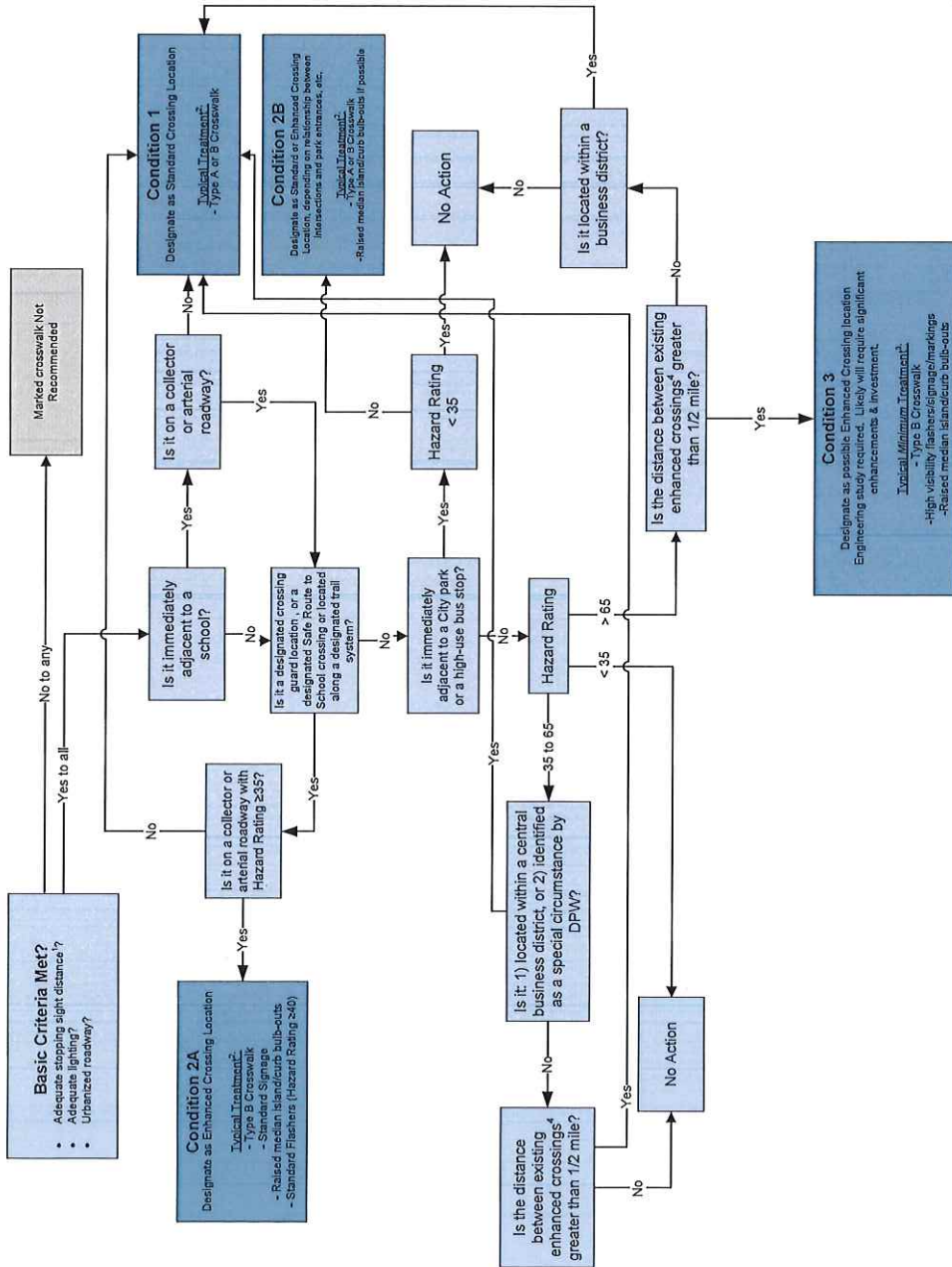
It shall be the standard practice of the City of Appleton to evaluate the appropriateness of marked crosswalks (and associated treatments) at intersections based on the guidance set forth herein and on the attached, utilizing the most current research conducted by the Federal Highway Administration (FHWA) and the National Cooperative Highway Research Program (NCHRP).

All requests to mark an intersection crosswalk will be reviewed by the Traffic Section. Any requests that are administratively denied may appeal the decision to the Common Council through the Municipal Services Committee. In all cases, intersection crosswalks shall be signed and marked in compliance with the Manual on Uniform Traffic Control Devices (MUTCD) and the Wisconsin Supplement to the MUTCD.





# Crosswalk Installation Evaluation Guidance for Uncontrolled crossings at Intersections



**GENERAL:**

This document is intended to provide guidance only. Each intersection under evaluation shall be reviewed by the Traffic Section on case-by-case basis to ensure context sensitivity and compliance with applicable regulations and design standards. Additionally:

- All crosswalks installed shall conform to the Wisconsin Manual on Uniform Traffic Devices (MUTCD)
- All marked crosswalks shall lead from one safe landing zone to another. A safe landing zone is considered as an area where a pedestrian is safe from vehicle conflict while waiting to cross or when finished crossing. This may include curb and gutter modifications and a concrete ramp installation meeting Proposed Right of Way Accessibility Guidelines (PROWAG) requirements.
- Crosswalks shall be placed in areas where there is sufficient stopping sight distance for the posted speed limit and be lighted for nighttime use on higher functional classification streets.

**NOTES**

- As defined by AASHTO
- Actual treatments to be determined by the Traffic Section on a case-by-case basis.
- Represents minimum treatments. Actual treatments to be determined by the Traffic Section on a case-by-case basis.
- Examples of "enhanced crossings" include: traffic signal, pedestrian hybrid beacon, pedestrian-actuated RRFB systems, and other substantial treatments, or combination of treatments.







Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

01/01/22 Thru 02/28/22

Report Date: 3/3/2022



Permit Type	Year Issued	Permit Count	Total Estimated Cost	Total Receipt Amount
BUILDING	2021	84	60,026,241	78,440.00
	2022	108	27,372,770	95,242.15
		28.57 %	-54.40 %	21.42 %
DISPLAY SIGN	2021	9	49,102	520.00
	2022	14	55,554	560.00
		55.56 %	13.14 %	7.69 %
ELECTRICAL	2021	89	1,498,343	15,733.66
	2022	119	2,084,225	21,138.94
		33.71 %	39.10 %	34.35 %
EROSION CNTL	2021	10		1,400.00
	2022	4		360.00
		-60.00 %	%	-74.29 %
HEATING	2021	123	1,463,550	11,360.08
	2022	171	3,310,466	14,904.84
		39.02 %	126.19 %	31.20 %
PLAN REVIEW	2021	19		6,560.00
	2022	18		4,882.50
		-5.26 %	%	-25.57 %
PLUMBING	2021	71	476,583	4,333.00
	2022	111	908,513	7,657.00
		56.34 %	90.63 %	76.71 %
SEWER	2021	38	117,825	4,126.00
	2022	60	313,549	7,166.00
		57.89 %	166.11 %	73.68 %
WELL	2022	1		40.00
		%	%	%

Department of Public Works Inspections Division

Permit Summary Count YTD Comparison

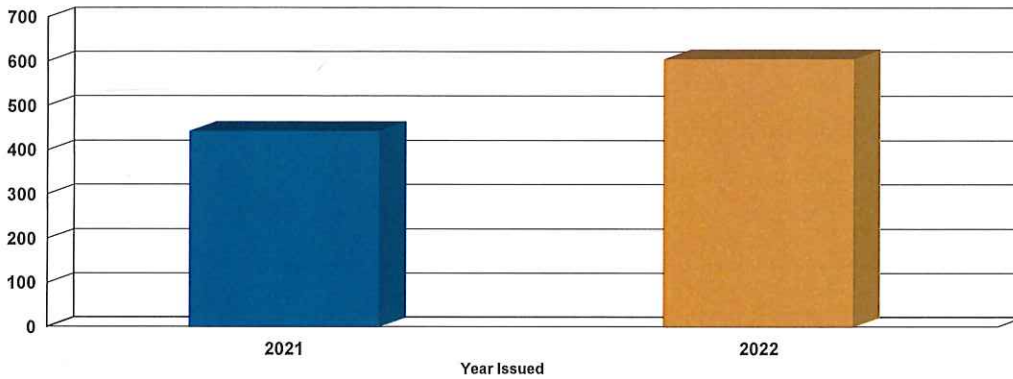
01/01/22 Thru 02/28/22

Report Date: 3/3/2022

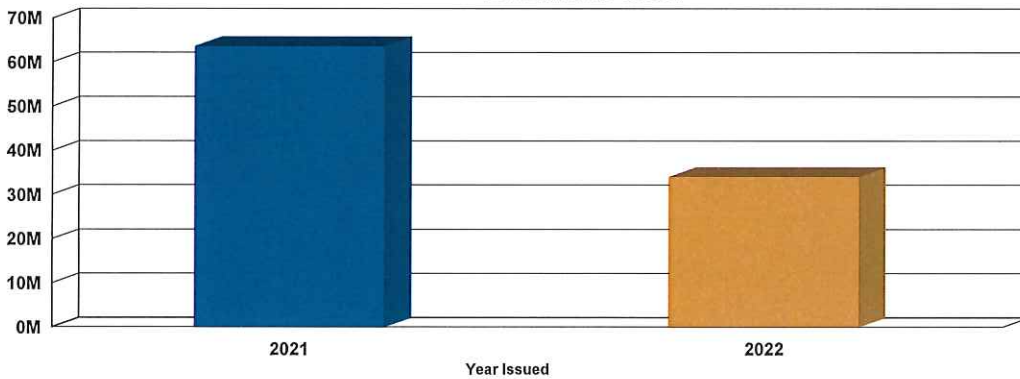


	2021	2022
Permits	443	606
Estimated Cost	63,631,644.00	34,045,077.00
Receipt Amount	122,472.74	151,951.43

Number of Permits



Estimated Cost



Receipt Amount

