



City of Appleton

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

Meeting Agenda - Final Municipal Services Committee

Monday, August 26, 2019

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[19-1246](#) Minutes from August 12, 2019

Attachments: [Minutes from August 12, 2019.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [19-0985](#) R/B-Approve proposed changes to Municipal Code Section 19-110 Metered on-street parking and Section 19-111 Metered off-street parking related to red-head meter time limits.

Attachments: [Existing Red-head Meter Parking.pdf](#)

Legislative History

7/15/19	Municipal Services Committee	recommended for approval
7/24/19	Common Council	referred to the Municipal Services Committee
7/29/19	Municipal Services Committee	referred to the Municipal Services Committee

Item 19-0985 was referred to staff August 26th meeting.

- [19-1263](#) Resolution #11-R-19

Attachments: [Resolution #11-R-19.pdf](#)

- [19-1006](#) Resolution #8-R-19 North Clark Street

Attachments: [Resolution #8-R-19.pdf](#)

Legislative History

7/15/19	Municipal Services Committee	referred
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Refer to staff August 26, 2019

[19-1247](#) Approve Appleton Downtown Inc. request to purchase up to 36 parking stalls on September 20, 2019 for Park(ing) Day.

Attachments: [ADI-Art on the Town.pdf](#)

[19-1248](#) Approve Intergovernmental Agreement with Outagamie County and the Town of Grand Chute for the reconstruction of Prospect Avenue.

Attachments: [Intergovernmental Agreement for Prospect Avenue.pdf](#)

[19-1249](#) Request from Sal Galante, 510 E. Frances Street, for a variance to Municipal Code 19-91 (f)(5) to extend the driveway 13 feet into the front yard.

Attachments: [Driveway variance-510 E Frances St.pdf](#)

[19-1250](#) Request from Deja vu Martini Lounge for a Street Occupancy Permit to place a boarder fence, barricade posts and dumpster privacy fencing in the alley at 519 W. College Avenue.

Attachments: [Deja vu Martini Lounge-Street Occupancy Permit.pdf](#)

[19-1251](#) Request from Hoffman Planning, Design & Construction, Inc. for a Street Occupancy Permit to place a table at 122 E. College Avenue.

Attachments: [Hoffman-table request.pdf](#)

6. Information Items

[19-0986](#) R/B-Approve proposed change of the seven (7) meters on the north side of College Avenue between Appleton Street and Oneida Street from 2-hour meters to 25-minute red head meters.

Attachments: [Existing Red-head Meter Parking.pdf](#)

Legislative History

7/15/19	Municipal Services Committee	recommended for approval
7/24/19	Common Council	referred to the Municipal Services Committee
7/29/19	Municipal Services Committee	referred to the Municipal Services Committee

Item 19-0986 was referred to staff August 26th meeting.

[19-1252](#) Refuse route changes from Wednesday to Thursday.

Attachments: [Refuse route changes from Wednesday to Thursday.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. Please contact Paula Vandehey at 832-6474 if you have any questions.



City of Appleton

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

Meeting Minutes - Final Municipal Services Committee

Monday, August 12, 2019

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Aldersperson Coenen called meeting to order at 4:30 p.m.

2. Roll call of membership

Present: 5 - Croatt, Coenen, Martin, Williams and Firkus

3. Approval of minutes from previous meeting

[19-1159](#)

Minutes from July 20, 2019

Attachments: [Minutes from July 29, 2019.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

4. **Public Hearings/Apearances**

5. **Action Items**

[19-1160](#)

Request from EnviroForensics, LLC for a permanent street occupancy permit for the parking lane along the west side of N. Meade Street between Hancock Street and Winnebago Street from August 19, 2019 through November 30, 2019.

Attachments: [EnviroForensics, LLC-Permanent Street Occupany Permit.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

[19-1161](#)

Approve S. Locust Street Vacation between the alley and the CN R/R tracks.

Attachments: [S. Locust Street Vacation.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

19-1162

Approve Authorizing Resolution for Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs.

Attachments: [Urban Forestry Grant-Urban Forestry Catastrophic Storm Grant.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

19-1163

Request from Apple Tree, LLC for a permanent street occupancy permit for eleven (11) cluster box mail units (CBU) in location approved by the Department of Public Works (including 2-foot clearance from the street).

Attachments: [Apple Tree LLC-Cluster box mail units.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

19-1164

Request from Endeavor Environmental Services for a permanent street occupancy permit to install a monitoring well in the sidewalk area at 1331 N. Bennett Street.

Attachments: [Endeavor Environmental Services-Permanent Street Occupancy permit.pdf](#)

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

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus

6. Information Items

19-1165

Mackville Landfill Update presentation by SCS Engineering.

Attachments: [Mackville Landfill Update.pdf](#)

19-1166

Mackville Landfill Compliance Monitoring and Evaluation Form for June 2019 field inspection.

Attachments: [Mackville Landfill Compliance Monitoring & Evaluation form..pdf](#)

[19-1167](#) July 20, 2019 Storm Damage update.

Attachments: [July 20, 2019 Storm Damage update.pdf](#)

[19-1168](#) Inspections Division Permit Summary Comparison Report for July, 2019.

Attachments: [Inspections Division Permit Summary Comparison Report July, 2019.pdf](#)

[19-1194](#) LED street light information as requested by Alderperson Firkus.

[19-1199](#) Railroad Quiet Zone Application Update.

Attachments: [Railroad Quiet Zone Application Update.pdf](#)

7. Adjournment

Martin moved, seconded by Croatt, to adjourn the meeting at 5:02 p.m. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Coenen, Martin, Williams and Firkus



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

MEMO

TO: Municipal Services Committee

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

DATE: August 20, 2019

SUBJECT: Existing Red-head Meter Parking

Representatives from Downtown recently attended a Municipal Services Committee meeting to share some on-going challenges they are having with parking. One of those challenges is with employees with handicap permits parking meters full for the entire day. This creates a challenge for the businesses that rely on turn-over for convenient parking for their customers.

Wisconsin State Statute 346.50(2a) states "*...a physically disabled person is exempt from any ordinance imposing time limitations on parking in any street or highway zone and parking lot, whether municipally owned or leased, or both municipally owned and leased or a parking place owned or leased, or both owned and leased by a municipal parking utility, with **one-half hour or more limitation...***"

In order to address this issue, we are recommending that the **existing** 30-minute red-head meters be converted to 25-minute meters. This will at least ensure that the red-head meters are providing turn-over.

Resolution #11-R-19

Submitted By: Alderperson Martin, District 4 & Alderperson Spears, District 12

Date: 8-21-2019

Referred to: Municipal Services Committee

Whereas, Appleton citizens and visitors continue to ask, where is city hall?

And,

Whereas, City of Appleton has made investments of over \$1 million in enhancing Finance and Parks & Recreation enrollment area on first floor, Dance Studios on the second floor, Remodeling of offices on floors 5 & 6, and there are plans to remodel the Council Chambers

And,

Whereas, the City of Appleton has invested millions in converting Appleton Street to two-way, with bike lanes and no parking on either side.

And,

Whereas, The City of Appleton needs to provide a welcoming door with good visible signage, respecting those who are visually impaired and/or with limited mobility; short term parking; Accessible Handicap Parking Stalls, accessible entrance with no steps and great lighting

And,

Now, Therefore, Be It Resolved that the Appleton Municipal Services review location and consider permanent short-term parking for Appleton residents, visitors, permit recipients, and those attending meetings of committees, and City of Appleton Common Council. And to take into account, the needs of our other condo neighbors.

Resolution #8-R-19
North Clark Street

Submitted by: Alderperson Siebers, District 1

Date: July 10, 2019

Referred To: Municipal Services Committee

Whereas, the 500 and 600 block of North Clark street is very narrow,

Whereas, there is little to no terrace,

Whereas, in winter, due to there being limited place to plow the snow, the snow builds up and the street becomes even more narrow, making it impossible for two cars going in opposite directions to pass each other,

Therefore Be It Resolved, on a one-year trial, this block be made into a one-way street and thereafter consideration, with citizen input, be given to making the one-way permanent.



August 12, 2019

To: Municipal Services

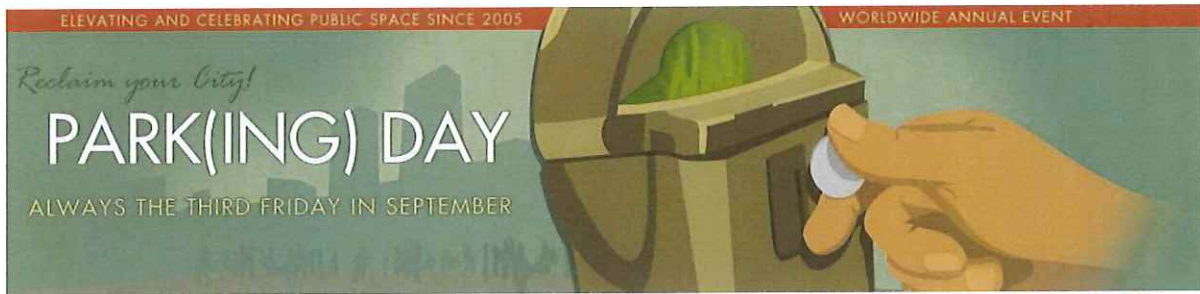
From: Appleton Downtown Inc.

ADI requests permission to purchase up to 36 parking stalls on September 20th to participate in Park(ing) Day as a feature of Art on the Town. Parks would be installed beginning at 9am and removed by 11pm. We would reserve two or four stalls per block between Drew St and Memorial St. We are partnering with business owners to create unique urban attractions. We will work with the committee, the Parking utility and Appleton Police to keep the "parks" safe. Last year's event featured 14 "Parks" and we are happy to report there were no incidents.

We request your partnership to bring this creative urban attraction to Downtown Appleton.

Thank you,

Lynn Schemm
Marketing Director
Appleton Downtown Inc.



ABOUT PARK(ING) DAY

Providing temporary public open space . . . one parking spot at at time.

Q: What is PARK(ing) Day?

A: PARK(ing) Day is an annual, worldwide event where artists, activists, and citizens independently (but simultaneously) turn metered parking spots into “PARK(ing)” spaces: temporary public parks and other spaces for people to enjoy. PARK(ing) Day is a non-commercial project, intended to promote creativity, civic engagement, critical thinking, unscripted social interactions, generosity and play.

The project began in 2005 when Rebar, a San Francisco art and design studio, converted a single metered parking space into a temporary public park in downtown San Francisco. Since 2005, PARK(ing) Day has evolved into a global movement, with organizations and individuals (operating independently of Rebar but following an established set of guidelines) creating new forms of temporary public space in urban contexts around the world.

Q: When is PARK(ing) Day?

A: PARK(ing) Day is an annual event that occurs on the **third Friday in September**.
September 15th

The Stats:

975 Parks

162 Cities

35 Countries

6 Continents



**CITY OF APPLETON/OUTAGAMIE COUNTY/TOWN OF GRAND CHUTE
INTER-GOVERNMENTAL AGREEMENT
Prospect Avenue**

INTERGOVERNMENTAL AGREEMENT

FOR RECONSTRUCTING PROSPECT AVENUE FROM SEMINOLE DRIVE TO BARTELL DRIVE WITH CONCRETE PAVING, SIDEWALKS AND STORMWATER MANAGEMENT

PROJECT TITLE: Prospect Avenue

DATE: August 6, 2019

This is an intergovernmental agreement between the City of Appleton (hereinafter "City"), Outagamie County (hereinafter "County") and the Town of Grand Chute (hereinafter "Town") to reconstruct Prospect Avenue with concrete paving, sidewalk and stormwater management.

PROPOSED IMPROVEMENT

Reconstruct Prospect Avenue with underground utilities in 2019 and concrete paving, curb and gutter, driveway aprons and sidewalks in 2020.

COST ESTIMATE AND PARTICIPATION

PHASE	ESTIMATED COST						
	Estimated Cost	Town Grand Chute	Percent	City Appleton	Percent	Outagamie County	Percent
Roadway	\$ 800,000	\$ 136,000	17%	\$ 184,000	23%	\$ 480,000	60%
Sidewalk	\$ 31,500	\$ -	0%	\$ 12,600	40%	\$ 18,900	60%
Stormwater Management	\$ 263,880	\$ 44,860	17%	\$ 60,692	23%	\$ 158,328	60%
Engineering & Inspection (5%)	\$ 40,000	\$ 6,800	17%	\$ 9,200	23%	\$ 24,000	60%
TOTAL PROJECT COST	\$ 1,135,380	\$ 187,660	16.5%	\$ 266,492	23.5%	\$ 681,228	60.0%

TERMS AND CONDITIONS:

1. The City of Appleton will be the lead agency for this project.
2. All plans and specifications for the improvements will be provided for Town and County approval and records.
3. The project cost in the agreement is an estimated amount. The Town and County shall pay the City upon completion of the project based on actual costs.
4. All driveway aprons shall be replaced with concrete.
5. Any necessary Temporary Limited Easements shall be the responsibility of the municipality in which the property resides.
6. Upon completion of the project, a jurisdictional transfer of Prospect Avenue (CTH BB) from the County to the City and Town shall be implemented.

This request is subject to the terms and conditions listed above, and is made by the undersigned under proper authority to make such request and upon acceptance by Outagamie County and Town of Grand Chute and shall constitute agreement between City of Appleton, Outagamie County, and Town of Grand Chute.

**Signed on behalf of
Outagamie County**

**Signed on behalf of
City of Appleton**

Dean E. Steingraber, P.E. Date
Highway Commissioner

Mayor Timothy Hanna Date

**Signed on behalf of
Town of Grand Chute**

Kami Lynch Date
City Clerk

David Schowalter 8/20/19

David Schowalter Date
Town Chairman

Anthony Saucerman Date
Finance Director

Angie Cain 8/20/19

Angie Cain Date
Town Clerk

Jim Walsh Date
City Attorney

Paula Vandehey

From: Kurt Craanen
Sent: Wednesday, August 14, 2019 8:23 AM
To: Sal and Dawn
Cc: John Peters; Paula Vandehey
Subject: Re: Request for driveway variance to 4 ft max driveway extension

Sal and Dawn:

I will forward your request to the Director of Public Works, Paula Vandehey.

What is the address? Do you plan to widen the apron too?

Sent from my iPhone

On Aug 14, 2019, at 7:02 AM, Sal and Dawn <sgalante@new.rr.com> wrote:

Mr Craanen,

I hope this finds you well. I am writing you to request permission to widen our driveway. We currently have 4 drivers and 3 cars and a single car attached garage. Obviously, this is a very tight fit for all 3 cars along with a potential safety issue when backing out of driveway. We would like to widen the driveway 13 feet to the west and 1 foot to the east. This will leave us greater access to the garage allowing for free access in and out. It will also improve sight lines when backing out of the driveway for increased pedestrian safety.

We choose 13 feet to the west because this will have the best aesthetics. The driveway will be tied to the front corner of the home and "porch". See attached photo.

I have also attached a sketch of our plan below. It is my understanding this is something that must presented at the next Municipal Services Committee mtg. Could you please share the date and time of that meeting along with any other steps or procedures I should follow. Thank you in advance for your assistance.

Grasped in HIs Grace,

Sal and Dawn
sgalante@new.rr.com
Driveway<IMG_1255.JPG><IMG_1258.JPG><IMG_1256.JPG>

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

Google Maps 516 E Frances St

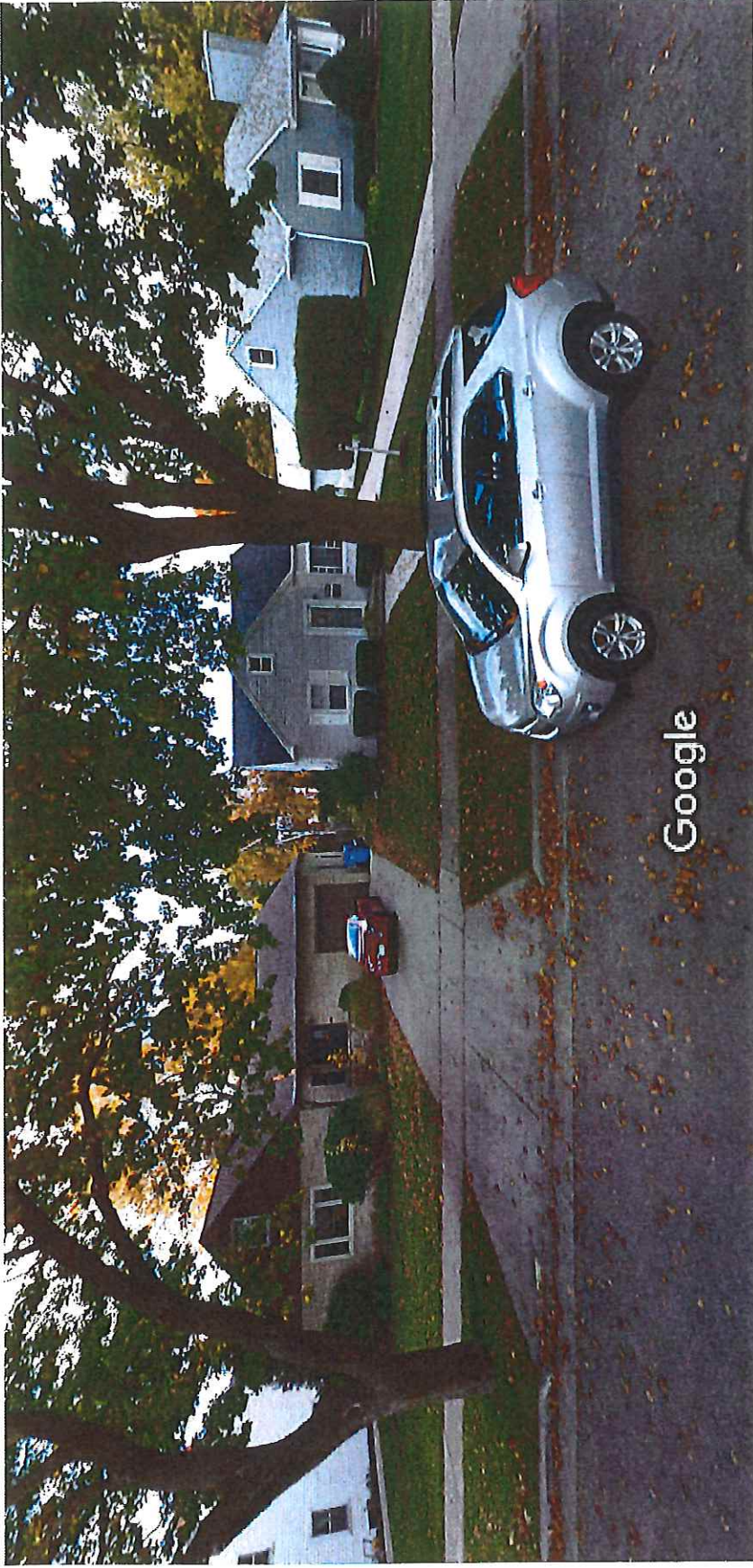
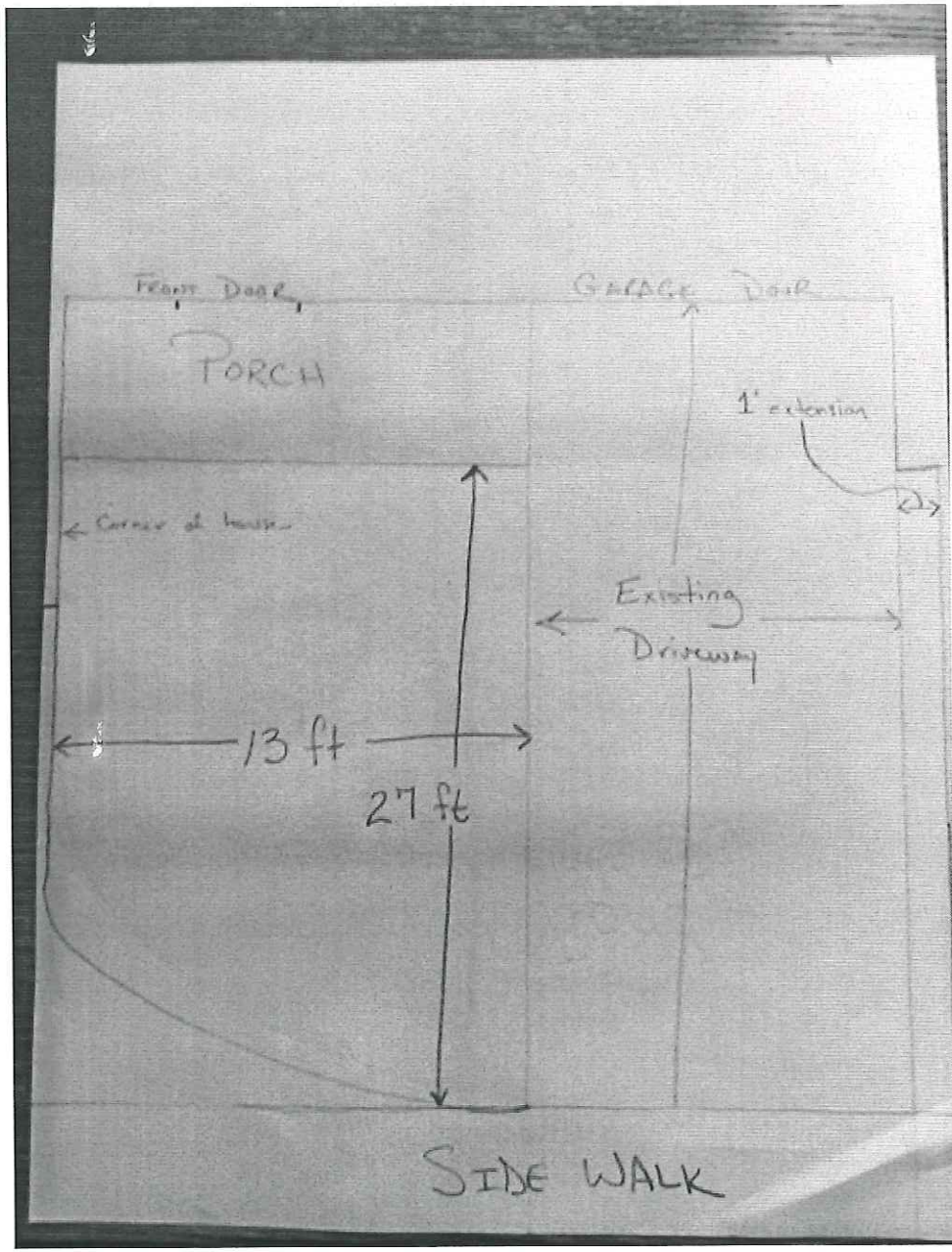


Image capture: Oct 2016 © 2019 Google

Appleton, Wisconsin



510 E. Frances Street

APPLETON CODE

(Code 1965, §10.17(2); Ord 4-93, §1, 1-6-93; Ord 142-93, §1, 9-15-93; Ord 143-93, § 1, 9-15-93; Ord 144-93, §1, 9-15-93; Ord 154-93, §1, 9-15-93; Ord 155-93, §1, 9-15-93; Ord 137-95, §1, 12-20-95; Ord 154-01, §1, 9-10-01, Ord 68-05, §1, 5-7-05; Ord 107-05, §1, 1-1-06; Ord 122-05, §1, 1-1-06; Ord 96-10, §1, 6-22-10; Ord 103-10, §1, 1-1-11; Ord 112-12, §1, 10-23-12)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 19-91. Parking in front and side yard in residential district; parking on terraces.

(a) **Purpose.** The purpose of this section is to clearly define acceptable areas for parking vehicles within the front yard or side yard, as defined in Chapter 23, of private properties in order to address off-street parking issues and maintain the acceptable appearance of City neighborhoods.

(b) **Residential driveway.** Residential driveway means that area leading directly from the street to a garage, carport, or rear yard parking area.

(c) **Front yard.** No person shall park or store any motor vehicle, or recreational vehicle of 26 feet or less, i.e., a “camping trailer”, “fifth-wheel trailer”, “motor home” or “recreational vehicle” as those terms are defined by §340.01, Stats., as well as boat trailers and boats, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the front yard of any residential district except upon a residential driveway and shall be subject to temporary recreational vehicle parking restrictions set forth in §19-92. No recreational vehicle or boat greater than 26 feet in length may be parked or stored in the front yard of any residential district. Any vehicle parked in the front yard, shall be parked within the driveway area in such a manner as to maintain all wheels on the driveway surface, and shall neither obstruct the sidewalk nor extend onto the driveway apron. All driveways on one- (1-) and two- (2-) family residential properties, as well as those properties with three (3) dwelling units, shall be paved with concrete, asphalt, brick or a similar hard surface within one (1) year of construction. Carriage style driveways with a minimum of 2-foot wide strips paved with concrete, asphalt or brick and maintained grass medians in accordance with Sec. 12-59(c)(3) are permitted. Those existing driveways on one- (1-) and two- (2-) family properties, as well as those properties with three (3) dwelling units, that are not currently paved as described for new driveways shall be so paved within one (1) year of notice of non-compliance. (Ord 84-15, §1, 10-27-15)

(d) **Side yard.** No person shall park or store any
Supp. #90

motor vehicle, “camping trailer”, “fifth-wheel trailer”, “motor home” or “recreational vehicle” as those terms are defined by §340.01, Stats., as well as boat trailers and trailered boats, pick-up camper tops, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the side yard of any residential district unless the side yard parking area is no greater than twelve (12) feet wide and extends no farther than the rear plane of the principal structure on the property. Side yard parking areas are required to be hard surfaced and subject to the requirements of this section, including the requirement for a permit for the installation of said hard surface.

(e) **Permits.** The Inspections Supervisor shall issue a driveway extension permit or a side yard parking pad permit upon the filing of a proper application, which shall be on a form furnished by the Director and shall describe the nature of the work, material to be used, measurements, plans and/or specifications of the proposed extension as well as such other information as may be required for inspection. Permits shall be issued prior to the start of the work. Fees for this permit shall be kept on file with the City Clerk.

(f) Extensions to the driveway surface, beyond the area previously described in section (d), are permissible provided all of the following apply:

- (1) The property owner has obtained appropriate driveway extension permit; and,
- (2) Both the extension and driveway are paved as provided in sec. (d) above; and,
- (3) The extension is no greater than twelve (12) feet wide; and,
- (4) The paved area is no longer than the length of the driveway, extending from the edge of the City’s right-of-way to a carport, rear yard parking area or garage. For the purpose of creating a parking pad, the paved area may extend along the side of the principal structure on the property and may extend to the rear plane of said structure; and,
- (5) Whenever practicable, the extension shall be located on the side of the driveway such that it extends toward the nearest side lot line. When such a configuration is not possible, the property owner may install an extension no greater than four (4) feet into the greater front yard. Any extension into the greater front yard of the property that is more than four (4) feet wide shall require approval from the

TRAFFIC AND VEHICLES

Municipal Services Committee.

- (6) This section shall not apply toward paved circular driveways.
- (7) The paved area shall meet any other requirements of the Municipal Code including, but not limited to, zoning requirements and the Driveway Installation Policy.

(g) Appeals to the requirements of this section shall be filed with the Inspections Supervisor and heard by the Municipal Services Committee. In hearing and deciding appeals, the Committee shall have the power to grant relief from the terms of this section only where there are unusual and practical difficulties or undue hardships due to an irregular shape of the lot, topographical, or other conditions present, as contrasted with merely granting an advantage or convenience. Decisions of the Committee shall be consistent with the purpose and intent of this section.

(h) Relief granted by the Municipal Services Committee, pursuant to (g) above, shall run with the land. (Ord 85-15, §1, 10-27-15)

(i) Any person who shall violate any provision of this chapter shall be subject to a penalty as provided in §1-16 of the Municipal Code. (Code 1965, §10.04(2); Ord 179-02, §1, 8-27-02, Ord 16-05, §1, 2-22-05; Ord 126-06, §1, 10-10-06; Ord 156-10, §1, 10-26-10; Ord 157-10, §1, 10-26-10; Ord 159-10, §1, 11-9-10, Ord 144-11, §1, 6-7-11)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 19-92. Recreational and commercial vehicle parking and storage in residential district.

(a) **Definitions.** For the purposes of this section, certain terms shall have the meanings ascribed to them in this section, unless the context clearly indicates otherwise.

Recreational vehicle means a “camping trailer”, “fifth-wheel trailer”, “motor home” or “recreational vehicle” as those terms are defined by §340.01, Stats. It also includes trailers and boats, pick-up camper tops, utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties.

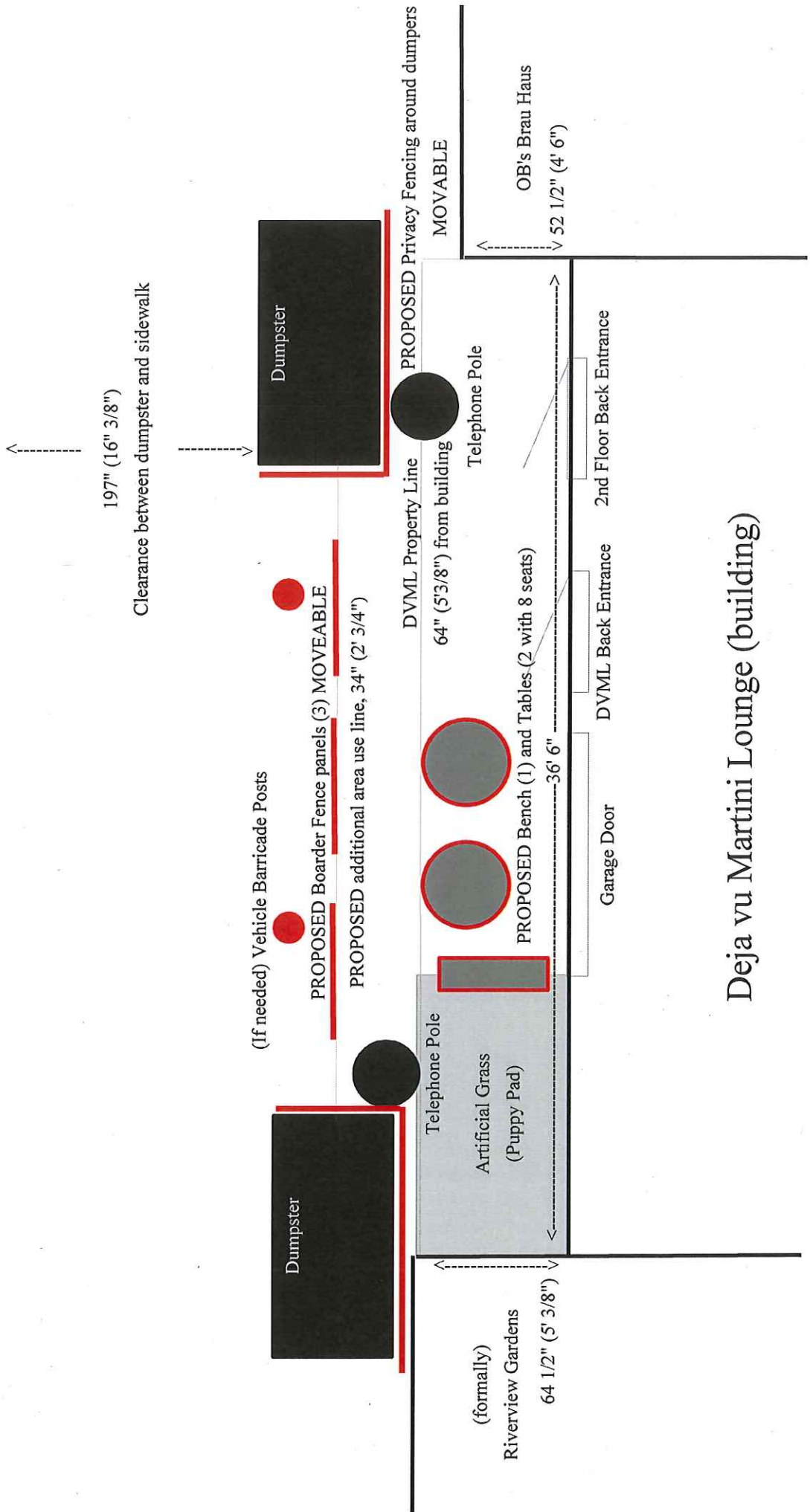
(b) When associated with residential dwellings:

- (1) The outdoor storage of a commercial vehicle or commercial trailer shall be restricted to a vehicle or trailer owned or leased by the occupant(s) of the lot upon which the vehicles are stored.
- (2) The enclosed parking or storage of not more than one (1) commercial or service vehicle rated at Class A – D may be permitted within an attached garage, attached carport, detached garage, and/or detached carport, provided that such vehicle is used by the occupant(s) of the lot upon which the vehicle is parked or stored.
- (3) The outdoor parking or storage of not more than one (1) commercial or service vehicle rated at Class A – D or school bus, may be permitted, provided that such vehicle is parked or stored in the side yard and/or rear yard only and used by the occupant(s) of the lot upon which the vehicle is parked or stored.
- (4) **Recreational vehicle storage.** The outdoor storage of not more than one (1) recreational vehicle in areas other than those addressed in §19-91 may be permitted provided:
 - a. Such recreational vehicle is owned or leased by the occupant(s) of the lot upon which the recreational vehicle is stored.
 - b. Such recreational vehicle shall not be used for business, living, sleeping, or housekeeping purposes.
 - c. Such recreational vehicle shall not be permanently connected to sewer lines, water lines, or electricity.
 - d. Such recreational vehicle shall not be used for the storage of goods, materials or equipment not normally a part of or essential to the immediate use in that vehicle or trailer.

(c) **Recreational vehicle parking in front yard.** Unoccupied recreational vehicles of 26 feet in length or less as defined in §19-92 may be parked in a front yard driveway. (Code 1965, §11.15(3)(c); Ord 32-92, §1, 3-18-92; Ord 174-93, §1, 10-19-93; Ord 131-96, §1, 12-18-96; Ord 145-11, §1, 6-7-11)

Wells Fargo Bank (building)

Alley Sidewalk



Deja vu Martini Lounge (building)

Paula Vandehey

From: Sam Statz <samstatz@hoffman.net>
Sent: Wednesday, August 21, 2019 10:23 AM
To: Paula Vandehey
Subject: RE: Permit for picnic table
Attachments: Hoffman - Table request.pdf

Good morning Paula,
I would like to formally request to acquire a permit for a table to be placed on College Ave to be used for the Hoffman staff. I have included a PDF with the location of the table identified in the yellow apron of the Avenue. Our intent is only one table with seating for four at this time. Pending how much use, we may desire to have one more added in the future. Please verify if the permit would be good for multiple tables if needed.

Let me know what other steps you need me to take. I assume I don't need to be at a council meeting to have this approved? But if so, let me know.

Thank you again for your assistance.

Sam Statz LEED AP
President

Hoffman Planning, Design & Construction, Inc.
920.380.2166 phone | 920.380.9172
samstatz@hoffman.net | www.hoffman.net

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From: Paula Vandehey <Paula.Vandehey@Appleton.org>
Sent: Tuesday, August 20, 2019 12:42 PM
To: Sam Statz <samstatz@hoffman.net>
Subject: RE: Permit for picnic table

Hi Sam,

Businesses on College Avenue can place tables and chairs within the College Avenue beautification strip (see attached plan sheet areas highlighted in yellow) via the following process:

1. Tables and chairs (or picnic table in this case) are supplied by the property owner/business.
2. Must be placed at the address of the business requesting (not across the street).
3. Request for a Street Occupancy Permit to place the table/chairs goes to Municipal Services Committee and Common Council.
4. \$40 annual street occupancy permit fee.
5. Certificate of Insurance required.

Let me know if this is something you would like to pursue.

Paula



The Avenue Mall

City Center East

Avenue Art

Joseph's Shoes

12

Joseph's Gyros

Murray Photo

Mystical Earth Gallery

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Vacant

Peterson, Berk and Cross 200

Gobriel Furniture 201

135 ATM

INDIRA Salon & Spa

Just Act Natural

The Rug Company

Cena Restaurant

Eco Candle Co.

Hey Daisy

Ladybugs Bistro

Ladybugs

Lillians

Vogabond Imports

McKinney Photography

Toppers Pizzeria

Aspen Coffee & Tea

Bally Beans

New Style Salons

Starbucks Coffee

Starbucks Coffee

Basil's Pub & Provisions

Old Town Tavern

Shear Chaos Salon

Zuelke Office Building

11

a boutique

109

103

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

MEMO

TO: Municipal Services Committee

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

DATE: August 20, 2019

SUBJECT: Existing Red-head Meter Parking

Representatives from Downtown recently attended a Municipal Services Committee meeting to share some on-going challenges they are having with parking. One of those challenges is with employees with handicap permits parking meters full for the entire day. This creates a challenge for the businesses that rely on turn-over for convenient parking for their customers.

Wisconsin State Statute 346.50(2a) states "*...a physically disabled person is exempt from any ordinance imposing time limitations on parking in any street or highway zone and parking lot, whether municipally owned or leased, or both municipally owned and leased or a parking place owned or leased, or both owned and leased by a municipal parking utility, with **one-half hour or more limitation...***"

In order to address this issue, we are recommending that the **existing** 30-minute red-head meters be converted to 25-minute meters. This will at least ensure that the red-head meters are providing turn-over.

