



City of Appleton

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

Meeting Agenda - Final Board of Zoning Appeals

Monday, November 21, 2022

7:30 PM

6th Floor Council Chambers

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[22-1439](#) Minutes from October 17, 2022

Attachments: [10.17.22 Meeting Minutes.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [22-1438](#) **110 N. Kensington Dr. (31-4-5565-00)** The applicant proposes to construct a second ground sign on a parcel. Section 23-522(a) of the Zoning Ordinance limits ground signs to one (1) per parcel.

Attachments: [110 N. Kensington Dr.pdf](#)

6. Information Items

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

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

Meeting Minutes - Final Board of Zoning Appeals

Monday, October 17, 2022

7:00 PM

6th Floor Council Chambers

1. Call meeting to order

Meeting called to order by McCann at 7:00pm.

2. Roll call of membership

Present: 5 - McCann, Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

3. Approval of minutes from previous meeting

[22-1300](#)

Minutes from October 3, 2022

Attachments: [Meeting Minutes.pdf](#)

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

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

4. **Public Hearings/Appearances**

*Kathryn Hajdowski
Norma Rhode*

5. **Action Items**

[22-1187](#)

416 E. Haddonstone Dr. (31-6-5105-00) The applicant proposes to install a pool that would increase the lot coverage to 55%. Section 23-92(g)(2) of the Zoning Ordinance limits lot coverage to a maximum of 40% in the R1A Zoning District.

Attachments: [416 E. Haddonstone Dr.docx](#)

McCann moved, seconded by Engstrom, that the Report Action Item be held.

Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1291](#)

1338 W. Eighth St. (31-3-1246-00) The applicant proposes to erect a fence in the rear and side yard that is six (6) feet ten (10) inches tall. Section 23-44(a)(1)(a) of the Zoning Ordinance limits fence height to six (6) feet.

Attachments: [1338 W. Eighth St.pdf](#)

Engstrom moved, seconded by Sperl, that the Report Action Item be approved.

Roll Call. Motion failed by the following vote:

Nay: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1293](#)

1920 E. Longview Dr. (31-1-6550-0) The applicant proposes to construct a drive through facility in the front yard. Section 23-49(a) of the Zoning Ordinance prohibits drive through facilities from the front yard.

Attachments: [1920 Longview Ave.pdf](#)

Cain moved, seconded by Engstrom, that the Report Action Item be approved.

Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1294](#)

1920 E. Longview Dr. (31-1-6550-0) The applicant proposes to build a canopy off of the principal building into the required front yard, eight (8) feet from the front property line. Section 23-113(h)(4) of the Zoning Ordinance requires a ten (10) foot front yard setback.

Attachments: [1920 Longview Ave.pdf](#)

Sperl moved, seconded by Cain, that the variance request, that is changed to Section 23-43(f)(2)(e) to allow an accessory structure in the front yard, be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1295](#)

1920 E. Longview Dr. 31-1-6550-0 The applicant proposes to build place a trash dumpster in the front yard. Section 23-47(a) of the Zoning Ordinance prohibits dumpsters from the front yard.

Attachments: [1920 Longview Ave.pdf](#)

Sperl moved, seconded by Engstrom, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1296](#)

103 W. College Ave (31-2-0070-00) The applicant proposes to construct a projecting sign that is forty-eight (48) feet above grade. Section 23-525(c) of the Zoning Ordinance limits the height of projecting signs to sixteen (16) feet.

Attachments: [103 W. College Ave.pdf](#)

Engstrom moved, seconded by Sperl, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1297](#)

1208 N. Oneida St. (31-6-0329-00) The applicant proposes to rezone this parcel from C2 to R2. The existing building on this parcel is eighteen (18) feet and seven (7) inches from the front lot line. Section 23-95(g)(1) (g) of the Zoning Ordinance requires a twenty (20) foot front yard setback.

Attachments: [1208 N. Oneida St.pdf](#)

Engstrom moved, seconded by Cain, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1298](#)

1208 N. Oneida St. (31-6-0329-00) The applicant proposes to rezone this parcel from C2 to R2. This parcel is fifty-six (56) feet and six (6) inches in width. Section 23-95(g)(1)(f) of the Zoning Ordinance requires a minimum lot width of seventy (70) feet.

Attachments: [1208 N. Oneida St.pdf](#)

Engstrom moved, seconded by Loosen, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

[22-1299](#)

839 E. Minor St. (31-1-0787-00) The applicant proposes to build an attached garage that is on the lot line. Section 23-94(g)(6) of the Zoning Ordinance requires a five (5) foot side yard setback.

Attachments: [839 E. Minor St.pdf](#)

Sperl moved, seconded by Engstrom, that the Report Action Item, to build an attached garage that is 3' from the side lot line, be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

6. Information Items

7. Adjournment

A motion was made by Sperl, seconded by Loosen, that the meeting be adjourned at 8:23pm. The motion carried by the following vote:

Aye: 4 - Engstrom, Sperl, Cain and Loosen

Excused: 1 - Babbitts

Abstained: 1 - McCann

CITY OF APPLETON MEMO

To: Board of Zoning Appeals

From: Kurt W. Craanen, Inspections Supervisor



Date: November 8, 2022

RE: Variance Application for 110 N. Kensington Dr. (31-4-5565-00)

Description of Proposal

The applicant proposes to construct a second ground sign on a parcel. Section 23-522(a) of the Zoning Ordinance limits ground signs to one (1) per parcel.

Impact on the Neighborhood

In the application, the applicant states that the request will only impact Valley Packaging Inc. and their customers, as there are no other businesses in the area.

Unique Condition

In the application, the applicant states that there are two separate driveways that lead to two building entrances. A sign at each driveway would help in reducing confusion.

Hardship

In the application, the applicant states that truck and bus traffic would not know to use the designated driveway and may enter the property driveway where there is pedestrian traffic. Congested traffic patterns and safety of pedestrians would be potential hardships if this variance is not granted.

Staff Analysis

This parcel is 25.11 acres. The minimum size lot in the M2 zoning district is 8,000 sq. ft.

The large size of this property makes it unique. However, the code does not provide an exception for large lots.

The applicant does have an alternative to place legal directional signs near the entrances according to Section 23-507(a)(4). Because of this, the application does not satisfy the criteria for a hardship.

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

**City of Appleton
 Application for Variance**

Application Deadline 10.31.22 Meeting Date Nov. 21st 2022

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

Property Information	
Address of Property (Variance Requested)	Parcel Number
<u>110 N. Kensington Dr.</u>	<u>314556500</u>
Zoning District	Use of Property
<u>M2 General Industrial</u>	<input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial

Applicant Information	
Owner Name	Owner Address
<u>Valley Packaging</u>	<u>110 N. Kensington Dr. Appleton 54915</u>
Owner Phone Number	Owner E Mail address (optional)
<u>920.882.2816</u>	
Agent Name	Agent Address
<u>Appleton Sign</u>	<u>2400 Hilly Rd. Neenah. 54956</u>
Agent Phone Number	Agent E Mail address (optional)
<u>920.560.6820</u>	<u>magiew@appletonsign.com</u>

Variance Information
Municipal Code Section(s) Project Does not Comply
<u>73-507(a)</u>
Brief Description of Proposed Project
<u>Add a second ground sign</u>

Owner's Signature (Required):  Date: 10.24.22
 TIANA KAMINSKI
 UPI
 VICE PRESIDENT

Recp 4168-0013

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

Questionnaire

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

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

VPI WANTS TO USE 108 N. KENSINGTON FOR DISTRIBUTION AND 110 N. KENSINGTON AS OFFICE AND PRODUCTION. WE WANT TO MOVE TRAFFIC PATTERNS OF THE TRUCKS AND BUSES AWAY FROM PEDESTRIANS AND ATTEMPT TO REDUCE PROPERTY DAMAGE OF BROKEN CONCRETE AND RUTTED GRASS.

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

THIS REQUEST WILL ONLY IMPACT VPI AND OUR CUSTOMERS AS THERE ARE NO OTHER BUSINESSES IN THIS ADDRESS RANGE.

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

THERE ARE TWO SEPARATE DRIVEWAYS THAT LEAD TO TWO ~~ENTRANCES~~ BUILDING ENTRANCES. A SIGN AT EACH DRIVEWAY WOULD HELP IN REDUCING CONFUSION.

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

TRUCK AND BUS TRAFFIC WOULD NOT KNOW TO USE THE DESIGNATED DRIVEWAY AND WOULD END UP ENTERING THE PROPERTY WHERE WE HAVE PEDESTRIAN TRAFFIC. CONGESTED TRAFFIC PATTERNS AND SAFETY OF PEDESTRIANS WOULD BE POTENTIAL HARSHIPS IF THIS VARIANCE IS NOT GRANTED.

CLIENT:	VALLEY PACKAGING INDUSTRIES
STREET ADDRESS:	110 N KENSINGTON DR
CITY / STATE:	APPLETON, WI
DATE:	8/5/22
SALES:	ERIC GATES
DESIGNER:	MIKE FRASSETTO

GENERAL SPECIFICATIONS	
VOLTAGE:	
POWER DRAW:	
SQUARE FOOTAGE:	

REQUIRED ITEMS FROM CLIENT	
BRANDING STANDARDS?	

COLOR SCHEDULE	

SURVEY ITEMS REQUIRED	
FIELD SURVEY?	

<input type="checkbox"/> ON SITE COLOR MATCH	<input type="checkbox"/> TRUCK ACCESS?
<input type="checkbox"/> AVAILABLE AREA	YES or NO
<input type="checkbox"/> FACE DETAILS	<input type="checkbox"/> BEHIND WALL ACCESS?
<input type="checkbox"/> POLE DETAILS	YES or NO
<input type="checkbox"/> ALL SIGN DETAILS	<input type="checkbox"/> ELECTRICAL EXISTING?
<input type="checkbox"/> OTHER:	YES or NO

SURVEY UPDATE	

PLEASE SIGN BELOW STATING THAT THIS DESIGN IS APPROVED

X

BY SIGNING THIS DOCUMENT, YOU ARE AGREEING TO ALL SPECIFICATIONS SCOPE OF WORK DESCRIBED ON THIS DRAWING & THE PROPOSAL MATCHING THE DESIGN & PRODUCTION OF THIS PROJECT WILL NOT BE ALLOWED WITHOUT A SIGNATURE.

OPT. 1 220842-02

**DETAILED DESIGN!
CAN BE USED FOR PRODUCTION**



SITE PLAN

DISCLAIMERS: THIS DOCUMENT IS OWNED BY APPLETON SIGN COMPANY. IT IS A CONCEPTUAL REPRESENTATION OF SERVICES PROVIDED BY APPLETON SIGN. CLIENT AGREES, BY RECEIPT OF THIS DESIGN, NOT TO SHARE CONCEPTS OR SPECIFICATIONS WITH ANY THIRD PARTY UNLESS PURCHASED BY PAYMENT OR GIVEN WRITTEN CONSENT. ANY VIOLATION WILL BE ENFORCED AND MAY CONSTITUTE DESIGN FEES. ©
COLORS SHOWN ON THIS DOCUMENT ARE A CONCEPTUAL REPRESENTATION OF ACTUAL COLORS USED IN THE PRODUCTION PROCESS. PAPER PRINT OUTS/COMPUTER SCREEN VISUALS MAY NOT ACCURATELY REPRESENT THE ACTUAL COLOR LISTED DUE TO DIFFERENT CAPABILITIES. IF YOU NEED TO SEE A SAMPLE OF THE ACTUAL COLOR BEFORE APPROVING, PLEASE REQUEST A PHYSICAL COLOR SAMPLE FROM YOUR SALES REPRESENTATIVE.