



City of Appleton

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

Meeting Agenda - Final City Plan Commission

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

Monday, April 24, 2017

4:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting

[17-557](#) City Plan Minutes from 3-20-17

Attachments: [City Plan Minutes 3-20-17.pdf](#)

4. Public Hearings/Apearances

[17-558](#) Special Use Permit #1-17 for an automobile sales and display lot, at 524 North Clark Street (Tax Id #31-2-0697-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report (Associated with Action Item #17-559)

5. Action Items

[17-559](#) Request to approve Special Use Permit #1-17 for an automobile sales and display lot, at 524 North Clark Street (Tax Id #31-2-0697-00), as shown on the attached maps and per attached plan of operation, to run with the land subject to the conditions in the attached staff report (2/3 vote required)

Attachments: [StaffReport_VLPerformance_SUP_For04-24-17.pdf](#)

[PublicCommentLetter_Reynolds_VLPerformance_SUP.pdf](#)

[PublicCommentLetter_McNally_VLPerformance_SUP.pdf](#)

[17-560](#) Request to approve the Third Addition to Emerald Valley Final Plat as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_FinalPlat_ThirdAddtoEmeraldValley.pdf](#)

[17-561](#)

Organizational Matters:

1. Elect a Vice-Chair
2. Designate a Contact Person
3. Confirmation of Meeting Date and Time

6. Information Items[17-585](#)

Workshop for Local Planning & Zoning Officials on May 22, 2017 from
5:15 p.m. - 8:00 p.m. at the Algoma Town Hall

Attachments: [Plan Commission Workshop Info 5-22-17.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

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

Meeting Minutes - Final City Plan Commission

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

Monday, March 20, 2017

4:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 4:02 p.m.

2. Roll call of membership

Present: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec

Others present:

Jeff Schultz, Martenson & Eisele

Dave Schmalz, McMahon

Nate Loper, Deputy Director Operations, Department of Public Works

3. Approval of minutes from previous meeting

[17-351](#)

City Plan Minutes from 2-6-17

Attachments: [City Plan Minutes 2-6-17.pdf](#)

Lobner moved, seconded by Uslabar, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec

4. Public Hearings/Appealances

[17-352](#)

Rezoning #1-17 for the Third Addition to Emerald Valley, as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District (Associated with Action Item #17-353)

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

5. Action Items

[17-355](#)

Request to approve the Affidavit of Correction for White Hawk Meadows III Extraterritorial Final Plat located in the Town of Grand Chute, as shown on the attached maps and documents

Attachments: [StaffReport_AffidavitofCorrectionWhiteHawkMeadowsIIIFinalPlat.pdf](#)

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

Aye: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec

6. Information Items

[17-353](#)

Request to approve Rezoning #1-17 for the Third Addition to Emerald Valley, as shown on the attached maps, from AG Agricultural District to R-1B Single-Family District

Attachments: [StaffReport_Rezoning #1-17_ThirdAddtoEmeraldValley.pdf](#)

Proceeds to Council on April 19, 2017.

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

Aye: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec

[17-354](#)

Request to approve the Third Addition to Emerald Valley Preliminary Plat as shown on the attached maps and subject to the attached conditions

Attachments: [StaffReport_Preliminary Plat_ThirdAddtoEmeraldValley.pdf](#)

Proceeds to Council on April 19, 2017.

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

Aye: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec

7. Adjournment

Lobner moved, seconded by Uslabar, that the meeting be adjourned at 4:08 p.m. Roll Call. Motion carried by the following vote:

Aye: 4 - Mayor Hanna, Buetow, Lobner and Uslabar

Excused: 2 - Dukelow and Rabec



REPORT TO CITY PLAN COMMISSION

Plan Commission Public Hearing Date: April 24, 2017

Common Council Meeting Date: May 3, 2017

Item: Special Use Permit #1-17 for an automobile sales and display lot

Case Manager: David Kress

GENERAL INFORMATION

Owner: BDB Company LLP

Applicant: VL Performance LLC c/o Coty Van Lannen

Address/Parcel #: 524 North Clark Street (Tax Id #31-2-0697-00)

Petitioner's Request: The applicant is requesting a Special Use Permit for an automobile sales and display lot in conjunction with an existing automobile maintenance shop.

BACKGROUND

The subject area, located along North Clark Street between West Atlantic Street and West Packard Street, is already occupied by the applicant. VL Performance has operated at this location as an automobile maintenance shop since 2015, when building permits were issued by the Inspections Division. Before obtaining a Motor Vehicle Dealer License from the Wisconsin Department of Transportation, the applicant must receive approval of a Special Use Permit.

As part of a Zoning Map amendment for numerous properties throughout the surrounding neighborhood, Common Council approved Rezoning #4-98 on February 18, 1998, which rezoned the subject property from CBD Central Business District to C-2 General Commercial District.

STAFF ANALYSIS

Project Summary: The applicant proposes to establish an automobile sales and display lot on the northwest portion of the subject site. Landscaping would be installed around the perimeter of the display area, as shown on the attached development plan. The existing automobile maintenance shop, which is approximately 5,000 square feet in size, would remain operational and provide the ability to perform service work on the vehicles available for sale.

Existing Site Conditions: The 0.63-acre site is currently developed with a multi-tenant building, which is approximately 11,150 square feet in size. The site also includes paved areas that have been used for off-street parking. Access is provided by curb cuts on North Clark Street and North Superior Street.

Zoning Ordinance Requirements: The subject property has a zoning designation of C-2 General Commercial District. Per Section 23-113(e) of the Municipal Code, an automobile sales and display lot requires a Special Use Permit in the C-2 District. The definition of automobile sales and display lot, per the Zoning Ordinance, means a use involving the display and temporary storage, for sale, of new or used

Special Use Permit #1-17
April 24, 2017
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motor vehicles including recreational vehicles, trucks, motorcycles and boats, and where repair or service work is incidental to the operation of new or used vehicle sales. In order to permit an automobile sales and display lot, the Plan Commission makes a recommendation to the Common Council who will make the final decision on the Special Use Permit. A two-thirds (2/3) vote of the Common Council is required for approval.

As part of the minimum standards for an automobile sales and display lot, perimeter landscaping is required pursuant to Section 23-66(h)(5) of the Municipal Code. Based on the attached development plan, a 5-foot wide landscape buffer would be provided around the proposed display area, and a 6-foot high fence exists near the north lot line. This would satisfy the minimum standards for perimeter landscaping.

Section 23-172(m) of the Municipal Code requires a minimum number of off-street parking spaces based on the use(s) of a property. Based on the existing automobile maintenance shop (a permitted use in the C-2 District) and proposed automobile sales and display lot, a total of 19 parking spaces would be required. The 23 exterior parking spaces and four interior parking spaces (each service bay) shown on the attached development plan would exceed the minimum off-street parking requirement, allowing the proposed spaces at the north end of the property to function as display area.

Operational Information: A plan of operation is attached to the Staff Report.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally commercial and residential in nature.

North: R-1C Central City Residential District. The adjacent land uses to the north are currently single-family residential.

South: C-2 General Commercial District and R-1C Central City Residential District. The adjacent land uses to the south are currently a mix of commercial and single-family residential.

East: C-2 General Commercial District. The adjacent land uses to the east are currently a mix of commercial uses, including a funeral home.

West: R-1C Central City Residential District. The adjacent land uses to the west are currently single-family residential.

Appleton Comprehensive Plan 2010-2030: Community and Economic Development staff has reviewed this proposal and determined it is compatible with the Mixed Use designation shown on the City's *Comprehensive Plan 2010-2030* Future Land Use Map. Listed below are related excerpts from the City's *Comprehensive Plan 2010-2030*.

Goal 1 – Community Growth

Appleton will continue to provide opportunities for residential, commercial, and industrial growth, including appropriate redevelopment sites within the downtown and existing neighborhoods, and greenfield development sites at the City's edge.

Special Use Permit #1-17
April 24, 2017
Page 3

Goal 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

OBJECTIVE 9.4 Economic Development:

Ensure the continued vitality of downtown and the City's neighborhood commercial districts.

OBJECTIVE 10.2 Land Use:

Encourage redevelopment to meet the demand for a significant share of future growth, and to enhance the quality of existing neighborhoods.

Finding of Fact: This request was reviewed in accordance with the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) and 23-66(h)(5) of the Municipal Code, which were found in the affirmative, as long as all stipulations are satisfied.

Technical Review Group (TRG) Report: This item was discussed at the April 4, 2017 Technical Review Group meeting. No negative comments were received from participating departments.

RECOMMENDATION

Staff recommends, based on the above, that Special Use Permit #1-17 for an automobile sales and display lot at 524 North Clark Street (Tax Id #31-2-0697-00), as shown on the attached maps and per attached plan of operation, **BE APPROVED** to run with the land, subject to the following conditions:

1. The automobile sales and display lot use is limited to the part of parcel #31-2-0697-00 outlined on the attached City Plan Commission maps dated April 24, 2017.
2. All applicable codes, ordinances, and regulations, including but not limited to Fire and Building Codes and the Noise Ordinance, shall be complied with.
3. Any deviations from the approved development plan may require a major or minor amendment request to this Special Use Permit, pursuant to Section 23-66(g) of the Municipal Code.
4. Compliance with the plan of operation is required at all times. Changes to the plan of operation shall be submitted to the Community and Economic Development Department for review and approval.
5. The minimum standards for an automobile sales and display lot found in Section 23-66(h)(5) of the Municipal Code shall be complied with, as applicable.
6. The perimeter landscaping, fence, and parking lot striping shall be complete prior to a Certificate of Occupancy being issued by the Inspections Division for the automobile sales and display lot use or City signatures being affixed to the Motor Vehicle Dealer License.
7. Vehicles displayed for sale outdoors shall be kept within the area north of the building, near the perimeter landscaping, as shown on the development plan.

Special Use Permit #1-17

April 24, 2017

Page 4

8. The Special Use Permit shall be deemed null and void if the use has not been established within twelve (12) months after Common Council approval, pursuant to Section 23-66(f)(3) of the Municipal Code.

524 North Clark Street
Special Use Permit
Automobile Sales and Display Lot
Zoning Map

Subject
Area

Subject Area



City Plan Commission
04-24-17

0 50 100 200 Feet



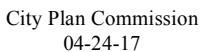
524 North Clark Street
Special Use Permit
Automobile Sales and Display Lot
Aerial Map

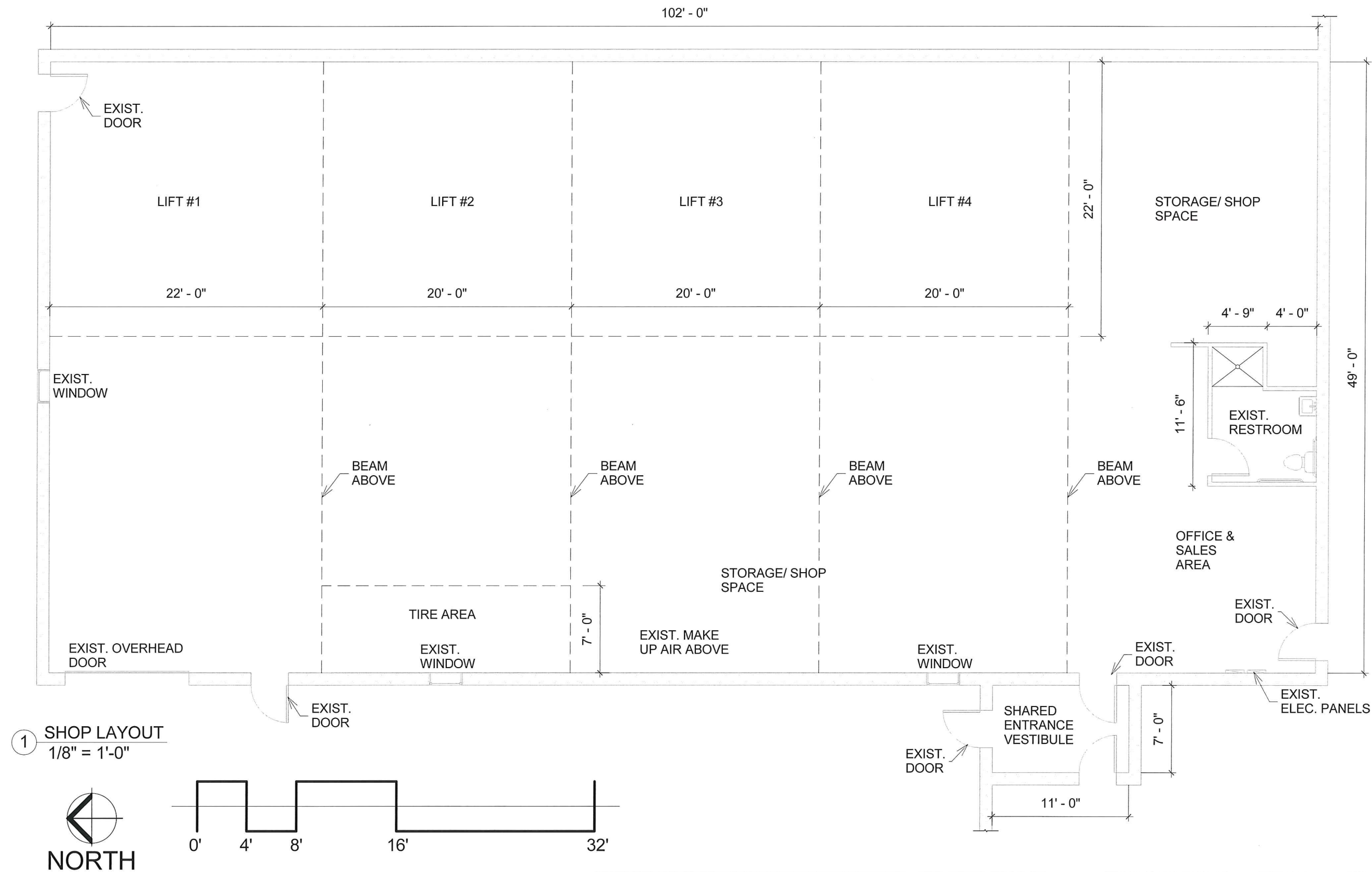
Subject Area

City Plan Commission
04-24-17

0 50 100 200
Feet

N





524 N. CLARK ST
SUITE #4
APPLETON, WI 54911

DATE

MAR. 28, 2017

SHOP LAYOUT

PLAN OF OPERATION AND LOCATIONAL INFORMATION

Business Information:

Name of business: VL Performance, LLC.

Years in operation: 2.5 years

Type of proposed establishment (detailed explanation of business):

VL Performance is a one stop performance/sales shop. We will offer our customers who are looking for a dealership alternative, a performance vehicle build, or looking to rebuild an engine or transmission, we have the knowledge, skills, and appropriate tools to complete the job correctly.

Proposed Hours of Operation:

Day	From	To
Week Day	9	5
Friday	9	5
Saturday	by appt.	
Sunday	closed	closed

Building Capacity and Area:

Maximum number of persons permitted to occupy the building or tenant space as determined by the International Building Code (IBC) or the International Fire Code (IFC), whichever is more restrictive: 300 persons

Gross floor area of the existing building(s):

5000 sq/ft

Gross floor area of the proposed building(s):

N/A

Identify location, number, capacity and flammable liquid materials stored in storage tanks or containers:

We do not store flammable liquids per our insurance company rules.

Describe any potential smoke, odors emanating from the proposed use and plans to control them:

We installed a brand new make up air
unit in 2018.

Describe Any Potential Noise Emanating From the Proposed Use:

Describe the noise levels anticipated from all mechanical equipment:

Noise levels are minimum now. We have not
had any complaints in the years we have been here.
We are very professional and respect our neighbors.

How will the noise be controlled?

Our building has only one insulated noise proof
door. So that keeps levels down in itself.

Outdoor Lighting:

Type: We installed LED high efficiency lighting

Location: Top of building every 20 feet.

Off-Street Parking:

Number of spaces existing: ~~0~~ 23

Number of spaces proposed: ~~0~~ 23

Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

Yes, it is adequate. we do not have a lot
of traffic flow as is.

Outdoor Uses:

Type, location, size of outdoor storage area(s) of business property, goods, or merchandise not intended for customer viewing or immediate sale:

We do not store goods outside.

Type and height of screening of plantings/fencing/gating for outdoor storage area(s):

We do not have plantings/fencing/gating for outdoor storage.

Type, location, size of outdoor display area(s) of merchandise for sale:

We do not display merchandise for sale.

Number of Employees:

Number of existing employees:

7

Number of proposed employees:

8-9

Number of employees scheduled to work on the largest shift:

4

Legal Description of Land

The West 82.5' of the East 224' of Lot 11, the West 95' of the East 224' of Lot 12, the North 37' of the East 112' and North 72.73' of the East 111.2' of the West 120' of Lot 13, all in Block 65 of the Second Ward Plat, City of Appleton, Outagamie County, Wisconsin

Type of Proposed Establishment (detailed explanation of business):

VL Performance is a one stop automotive performance and repair shop. We are fully staffed with Master ASE Certified technicians for the repair work and have 3 mechanical engineers responsible for the design and engineering/performance work. I have been personally involved in the building of another used car sales shop located in Green Bay helping expand that business from \$25,000 a year to a \$3-4 million company. This is my true passion!! I aspire to develop a one stop shop for vehicle sales, with honest, professional repair work, and engineering. We will offer our customers with an alternative to large dealerships, a performance vehicle build, or assistance with rebuilding an engine/transmission. We have the knowledge, skills, and appropriate tools to complete the job correctly and professionally.

I have grown this business from a one stall garage 2.5 years-ago to a third, larger location where I plan to really expand this company. VL Performance has grown extensively over the three years from an annual gross of 32k the first year, 125k the second, and now in new location we were just shy of 500k in only our third year of business. We have gone this far by strictly word of mouth and social media advertising. Obtaining the dealer's license would allow for us to expand our social media advertising, develop a professional website for the car sales portion of business that will include links to other local businesses from whom we purchase our supplies, utilize newspaper/radio advertisements, earn magazine/internet publicity with our professional car builds, as well as allow VL Performance to continue supporting local car clubs/shows and fundraisers.

I pride myself on the quality of my staff and plan to hire additional people in the future as we expand. VL Performance has great reviews on both Google and Facebook with a BBB rating of an A. The facility is setup 100 percent currently after 2016 improvements including a make-up air unit and a 3-phase electrical upgrade. My largest priority right now is getting the city on board with what I want to build here, which in turn will improve the area that VL Performance is in now, bring in more jobs, tax revenue, and people from other parts of Wisconsin and the USA. I want to put Appleton on the map for a one of a kind automotive performance shop, engineering facility, and high quality vehicle sales. While creating new jobs, and help the community prosper.

RESOLUTION NO _____

**CITY OF APPLETON
RESOLUTION APPROVING SPECIAL USE PERMIT #1-17**

WHEREAS, VL Performance, LLC has applied for a Special Use Permit for an automobile sales and display lot located at 524 North Clark Street, also identified as Parcel Number(s) 31-2-0697-00; and

WHEREAS, the location for the proposed automobile sales and display lot is located in the C-2 General Commercial District and the proposed use is permitted by special use within this zoning district; and

WHEREAS, the City of Appleton Plan Commission held a public hearing on April 24, 2017, on Special Use Permit #1-17 at which all those wishing to be heard were allowed to speak or present written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission has considered the application, the staff reports, oral and written, the Comprehensive Plan and zoning on the subject property, the testimony, written comments, and other materials presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission reviewed the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) and 23-66(h)(5) of the Municipal Code, and forwarded Special Use Permit #1-17 to the City of Appleton Common Council with a favorable or not favorable (CIRCLE ONE) recommendation; and

WHEREAS, the City of Appleton Common Council has reviewed the report and recommendation of the City of Appleton Plan Commission at their meeting on _____, 2017 and found it to be acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the City of Appleton Common Council approves Special Use Permit #1-17 for an automobile sales and display lot located at 524 North Clark Street, also identified as Parcel Number(s) 31-2-0697-00 and orders as follows:

CONDITIONS OF SPECIAL USE PERMIT #1-17

1. The automobile sales and display lot use is limited to the part of parcel #31-2-0697-00 outlined on the attached City Plan Commission maps dated April 24, 2017.
2. All applicable codes, ordinances, and regulations, including but not limited to Fire and Building Codes and the Noise Ordinance, shall be complied with.
3. Any deviations from the approved development plan may require a major or minor amendment request to this Special Use Permit, pursuant to Section 23-66(g) of the Municipal Code.

4. Compliance with the plan of operation is required at all times. Changes to the plan of operation shall be submitted to the Community and Economic Development Department for review and approval.
5. The minimum standards for an automobile sales and display lot found in Section 23-66(h)(5) of the Municipal Code shall be complied with, as applicable.
6. The perimeter landscaping, fence, and parking lot striping shall be complete prior to a Certificate of Occupancy being issued by the Inspections Division for the automobile sales and display lot use or City signatures being affixed to the Motor Vehicle Dealer License.
7. Vehicles displayed for sale outdoors shall be kept within the area north of the building, near the perimeter landscaping, as shown on the development plan.
8. The Special Use Permit shall be deemed null and void if the use has not been established within twelve (12) months after Common Council approval, pursuant to Section 23-66(f)(3) of the Municipal Code.

Adopted this _____ day of _____, 2017.

Timothy M. Hanna, Mayor

ATTEST:

Kami Lynch, City Clerk

RECEIVED

APR 20 2017

April 20, 2017

Dear City Plan Commission of Appleton,

CITY OF APPLETON
COMMUNITY/ECON DEVELOPMENT

I'm writing in response to a letter I received about a hearing for special use permit by VL Performance LLC and BDB Company LLP at 524 N Clark St.

I would like to register my opposition to this permit and plan as a next-door neighbor of this building. Businesses and adding any additional traffic to this block does not make sense and is not safe.

Our street is barely two lanes as it is. There is NO parking on the street. All of the front lawns are only about 8 feet. In winter, the snow build-up creates a one lane road out of our narrow street. To add any traffic to an already hazardous narrow road would only increase danger to pedestrians.

There previously was a home daycare next to my house (in a house, not this business building) that was constantly causing problems. Besides adding to traffic, clients would park on the road despite no parking, in the business lot against marked signage, or block my driveway. This would be a similar nuisance with people similarly disrespecting the neighbors with hassle, noise, and danger. Our Neighborhood Watch group already reports drivers speeding, ignoring the stop signs, and after business hours noise that keeps them up at night.

From what I understand of the history of our street, this used to be the lane to drive cattle down to the railcars for transport. Whether that's fact or not, it's an accurate idea of how narrow it is and no place for a car lot right in the middle or extra traffic zipping along "test driving" a car.

Thank you for consideration of my letter as I cannot attend the hearing in person. I received this without adequate notice to request off from work and from what I understand from neighbors on our block that are impacted, some didn't receive letters AT ALL alerting them of the hearing.

Respectfully yours,

Noele EA Reynolds

Noele EA Reynolds
520 N Clark St.
Appleton, WI 54911
920-360-5985

RECEIVED

APR 21 2017

CITY OF APPLETON
COMMUNITY/ECON DEVELOPMENT

1776 Acorn Court
Menasha, WI 54952
April 20, 2017

Appleton City Plan Commission
Community & Economic Development
City Hall – 100 North Appleton Street
Appleton, WI 54911-4799

To Whom it May Concern:

I am not able to attend the Public Hearing on Monday, April 24, but I wanted to give some input into the proposed Special Use Permit at 524 N. Clark Street.

I own the property at 539 N. Clark Street which is directly across the road from the proposed automobile sales and display lot.

A former tenant informed me of the current occupants having late hours (after 10 pm), excessive lighting on the building which would shine into the house and felt the noise and traffic make this business a nuisance.

Hearsay is that many long-time residents have moved because of this business.

If there were restrictions placed on them for late hours, noise and lighting, then I would consider giving them a special use permit.

Sincerely,

MCNALLY INVESTMENTS, LLC



Peggy McNally

Owner—539 N. Clark Street, Appleton, WI



REPORT TO CITY PLAN COMMISSION

Plan Commission Meeting Date: April 24, 2017

Common Council Meeting Date: May 3, 2017

Item: Final Plat – Third Addition to Emerald Valley

Case Manager: Don Harp

GENERAL INFORMATION

Owner/Applicant: Robert DeBruin, Emerald Valley Estates, LLC

Address/Parcel #: Providence Avenue / Part of 31-1-7600-00

Petitioner's Request: The owner/applicant is proposing to subdivide property under a multi-phased approach.

BACKGROUND

The Preliminary Plat for the Third Addition to Emerald Valley consisting of 11 residential lots was approved by the Plan Commission on March 20, 2017 and by the Common Council on April 19, 2017.

Rezoning #1-17 (AG Agricultural District to R-1B Single-Family District) for the Third Addition to Emerald Valley was approved by the Plan Commission on March 20, 2017 and by the Common Council on April 19, 2017.

The subject property was annexed to the City in 2004 as part of the French Road Annexation, and a zoning classification of AG Agricultural District was assigned at that time. In 2005, a preliminary plat had been submitted for the overall property, which called for the creation of a total of 252 residential lots.

STAFF ANALYSIS

Existing Conditions: The portion of the lot to be subdivided is currently undeveloped. The 5.995 acre area will be divided into eleven (11) single family lots.

Comparison Between Final Plat and Preliminary Plat: The Final Plat is consistent with the Preliminary Plat layout for these eleven (11) lots in terms of shape, size, and location.

Zoning Ordinance Review Criteria: R-1B lot development standards (Section 23-93) are as follows:

- Minimum lot area: Six thousand (6,000) square feet.
 - *The proposed average lots size is 18,000 square feet. All lots exceed this requirement.*

- Minimum lot width: Fifty (50) feet.
 - *The proposed lots average lot width is 110 feet. All lots exceed this requirement.*
- Minimum front, side and rear yard setbacks: Twenty (20) foot front yard, Six (6) foot side yard, and Twenty-five (25) foot rear yard.
 - *Required front yard setback had been shown on the Preliminary Plat. Required setbacks will be reviewed through the building permit review process.*
- Maximum building height: Thirty-five (35) feet.
 - *This will be reviewed through the building permit review process.*
- Maximum lot coverage. Fifty percent (50%).
 - *This will be reviewed through the building permit review process.*

Compliance with the Appleton Subdivision Regulations: This subdivision complies with the Appleton Subdivision Regulations, and no variances have been requested.

Access and Traffic: The primary vehicular access to this phase is via Providence Avenue, which connects to Amethyst Drive and Bluetopaz Drive. The full 66 foot road right-of-way for Providence Avenue and 60 foot road right-of-way for width of Amethyst Drive and Bluetopaz Drive will be dedicated to the City with the Final Plat.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east and west). The uses are generally residential and agricultural in nature.

2010-2030 Comprehensive Plan: Community Development staff has reviewed this proposed subdivision and determined it is compatible with the One and Two-Family Residential uses shown on the City's 2010-2030 Comprehensive Plan Future Land Use Map.

Parks and Open Space: The Appleton Subdivision Regulations do require parkland dedication or fee in lieu for residential subdivisions. The parkland fees pursuant to Chapter 17 of the Appleton Municipal Code have been waived in exchange for parkland as illustrated in the Emerald Valley Development Agreement signed by the City officials on July 17, 2006.

Technical Review Group Report (TRG): This item was discussed at the April 4, 2017 Technical Review Group Report meeting.

Department of Public Works Comments:

- A Development Agreement will be required as part of the Final Platting process.

RECOMMENDATION

The Third Addition to Emerald Valley Final Plat, **BE APPROVED** subject to the following conditions and as shown on the attached maps:

1. On Sheet 2 of 2, change City Clerk's name to Kami Lynch.
2. On Sheet 2 of 2, check last name spelling for Pat Hietpas (listed as "Hieptas")
3. The following streets within the Third Addition to Emerald Valley Final Plat meet the standards to be classified as local and collector streets and will henceforth be so classified:

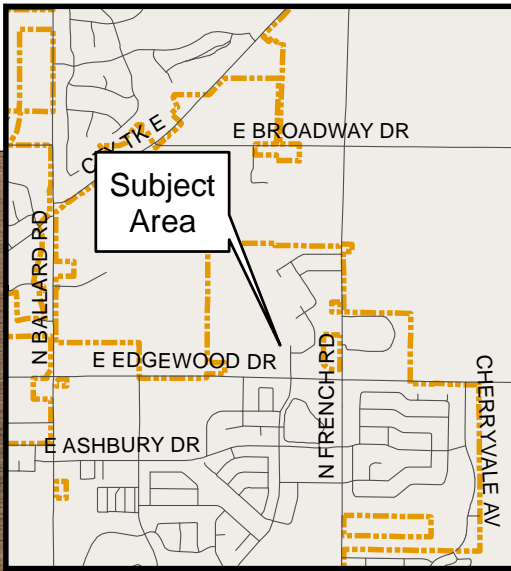
Local Streets: Bluetopaz Drive and Amethyst Drive

Collector Street: Providence Avenue

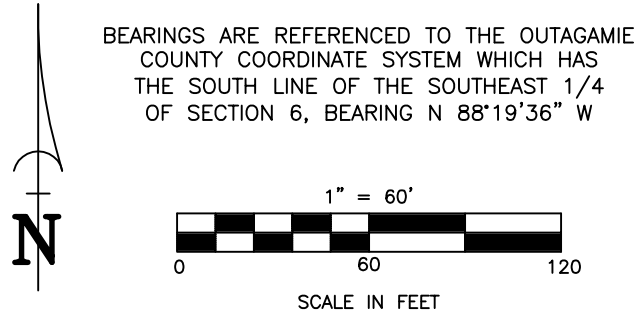
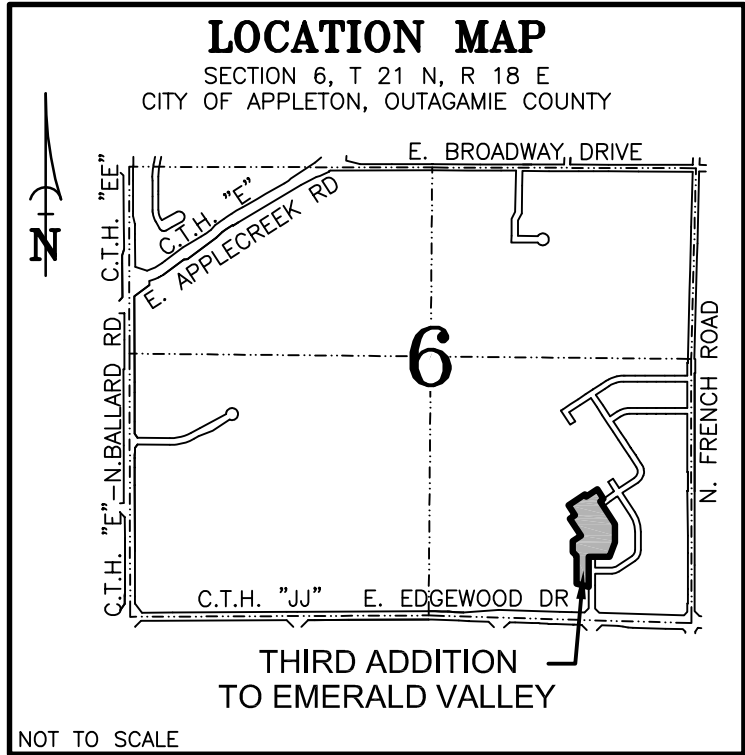
4. All easements, including but not limited to, water mains, sewer mains, storm sewers, and drainage shall be shown on the Final Plat to the satisfaction of the City Engineer prior to the City affixing signatures on the Final Plat.
5. All requirements from the City of Appleton Public Works Department, Engineering Division, shall be met to the satisfaction of the City Engineer prior to the City affixing signatures on the Final Plat.
6. The owner/applicant shall submit to the City Engineering Division for review and approval information showing how storm sewer/drainage will be developed to accommodate the proposed phasing, prior to City signatures being affixed to the Final Plat.
7. Prior to City signatures being affixed to the Final Plat, grant a storm sewer easement to the City for portions of proposed storm sewer that extend west of plat limits (future Lots 137 and 138 and adjacent future Bluetopaz Drive). The easement may be via separate instrument from the plat.
8. Prior to City signatures being affixed to the Final Plat, a revised Drainage Plan shall be submitted to the Community and Economic Development Department for Department of Public Works review showing the following:
 - a. Show lot dimensions.

- b. Provide a temporary drainage ditch that runs from the northwest corner of Lot 88 to a selected location of the storm sewer west of the plat and daylight one of the pipes to collect this flow.
 - c. Provide proposed spot grade for the northeast corner of Lot 81.
- 9. The Development Agreement will include a stipulation that the rear lot line berm along Lots 59-64 in Emerald Valley 2nd Addition must be constructed prior to issuance of any building permits in Emerald Valley 3rd Addition.
- 10. A Development Agreement being made and entered into by and between the City of Appleton and the applicant/owner and any amendments related thereto prior to the issuance of any permit to commence construction of any public improvement.

Third Addition to Emerald Valley
Final Plat
Aerial Map



THIRD ADDITION TO EMERALD VALLEY
PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 6, TOWNSHIP 21 NORTH, RANGE 18 EAST,
CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN



LEGEND

1" O.D. ROUND IRON PIPE SET, 24" LONG, WEIGHING 1.13 LBS. PER LINEAL FOOT AT ALL OTHER LOT CORNERS

▲ 1-1/4" O.D. ROUND REINFORCING BAR SET, 30" LONG WEIGHING 4.303 LBS. PER LINEAL FOOT

△ 1-1/4" O.D. REBAR FOUND

○ 3/4" O.D. REBAR FOUND

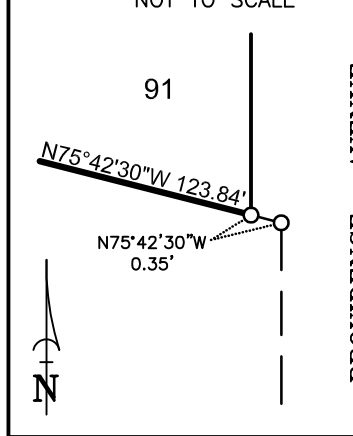
[] TOTAL LOT AREA IN SQUARE FEET

⬢ GOVERNMENT CORNER

UTILITY EASEMENTS - NO POLES OR BURIED CABLES ARE TO BE PLACED SUCH THAT THE INSTALLATION WOULD DISTURB ANY SURVEY STAKE OR OBSTRUCT VISION ALONG ANY LOT LINE OR STREET LINE. THE DISTURBANCE OF A SURVEY STAKE BY ANYONE IS A VIOLATION OF SECTION 236.32 OF WISCONSIN STATUTES. UTILITY EASEMENTS AS HEREIN SET FORTH ARE FOR THE USE OF PUBLIC BODIES AND PRIVATE PUBLIC UTILITIES HAVING THE RIGHT TO SERVE THE AREA.

DETAIL "A"

NOT TO SCALE



NOTES

ALL LINEAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE HUNDREDTH OF A FOOT.

ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST 20 SECONDS AND COMPUTED TO THE NEAREST HALF SECOND.

FRONT YARD BUILDING SETBACKS ARE 20 FEET, THE MINIMUM REAR YARD BUILDING SETBACKS ARE 25 FEET AND MINIMUM SIDE YARD BUILDING SETBACKS ARE 6 FEET AS LISTED IN THE CITY OF APPLETON ZONING ORDINANCE, R-1B SINGLE-FAMILY DISTRICT.

THERE ARE NO EXISTING BUILDINGS WITHIN THE PLATTED AREA.

CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH	CHORD BEARING	CHORD	TANGENT IN	TANGENT OUT
1	333.00'	004°19'42"	25.16'	S 27°04'53.0" E	25.15'	N 24°55'02" W	N 29°14'44" W
2	267.00'	016°40'10"	77.68'	N 08°20'38.0" W	77.41'	N 00°00'33" W	N 16°40'43" W
3	333.00'	016°40'10"	96.88'	N 08°20'38.0" W	96.54'	N 00°00'33" W	N 16°40'43" W
4	333.00'	006°30'18"	37.81'	N 03°15'42.0" W	37.79'	N 00°00'33" W	N 06°30'51" W
5	333.00'	010°09'52"	59.08'	N 11°35'47.0" W	59.00'	N 06°30'51" W	N 16°40'43" W
6	70.00'	016°40'11"	20.37'	S 64°59'11.5" W	20.29'	S 73°19'17" W	S 56°39'06" W
7	130.00'	016°40'10"	37.82'	S 64°59'12.0" W	37.69'	S 73°19'17" W	S 56°39'07" W
8	267.00'	011°33'01"	53.82'	N 22°27'13.5" W	53.73'	N 16°40'43" W	N 28°13'44" W
9	333.00'	012°34'01"	73.04'	N 22°57'43.5" W	72.89'	N 16°40'43" W	N 29°14'44" W
10	333.00'	008°14'19"	47.88'	N 20°47'52.5" W	47.84'	N 16°40'43" W	N 24°55'02" W
11	70.00'	021°31'03"	26.29'	N 62°33'45.5" E	26.13'	N 73°19'17" E	N 51°48'14" E
12	130.00'	021°31'03"	48.82'	N 62°33'45.5" E	48.54'	N 73°19'17" E	N 51°48'14" E

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration



Martenson & Eisele, Inc.

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
Info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

Drawing No. 1-0534-004
Sheet 1 of 2
This instrument drawn by: Amy Sedar

THIRD ADDITION TO EMERALD VALLEY
PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 6, TOWNSHIP 21 NORTH, RANGE 18 EAST,
CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED, AND MAPPED THIRD ADDITION TO EMERALD VALLEY, AT THE DIRECTION OF EMERALD VALLEY ESTATES LLC, PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 6, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 6; THENCE NORTH 88 DEGREES 19 MINUTES 36 SECONDS WEST, ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION, A DISTANCE OF 1031.99 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 33 SECONDS WEST, ALONG THE WEST RIGHT-OF-WAY LINE OF PROVIDENCE AVENUE AND ITS SOUTHERLY EXTENSION, A DISTANCE OF 335.08 FEET; THENCE NORTH 75 DEGREES 42 MINUTES 30 SECONDS WEST, CONTINUING ALONG THE WEST RIGHT-OF-WAY LINE OF PROVIDENCE AVENUE, A DISTANCE OF 0.33 FEET TO THE POINT OF BEGINNING; THENCE NORTH 75 DEGREES 42 MINUTES 30 SECONDS WEST, ALONG THE NORTH LINE OF CERTIFIED SURVEY MAP NO. 6311, A DISTANCE 123.84 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 33 SECONDS WEST, 280.05 FEET; THENCE NORTH 45 DEGREES 11 MINUTES 26 SECONDS WEST, 53.70 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 33 SECONDS WEST, 107.87 FEET; THENCE NORTH 56 DEGREES 39 MINUTES 07 SECONDS EAST, 100.00 FEET; THENCE NORTH 33 DEGREES 20 MINUTES 53 SECONDS WEST, 206.71 FEET; THENCE NORTH 56 DEGREES 39 MINUTES 07 SECONDS EAST, 61.61 FEET; THENCE NORTH 33 DEGREES 20 MINUTES 53 SECONDS WEST, 120.00 FEET; THENCE NORTH 56 DEGREES 39 MINUTES 07 SECONDS EAST, 197.73 FEET; THENCE 25.16 FEET ALONG AN ARC OF A CURVE TO THE RIGHT, SAID CURVE HAVING A RADIUS OF 333.00 FEET AND A CHORD THAT BEARS SOUTH 27 DEGREES 04 MINUTES 53.0 SECONDS EAST, 25.15 FEET; THENCE NORTH 56 DEGREES 39 MINUTES 07 SECONDS EAST, 134.60 FEET; THE FOLLOWING SEVEN CALLS ARE ALONG THE WEST LINE OF THE SECOND ADDITION TO EMERALD VALLEY:
THENCE SOUTH 33 DEGREES 20 MINUTES 53 SECONDS EAST, 116.53 FEET;
THENCE SOUTH 51 DEGREES 48 MINUTES 14 SECONDS WEST, 42.25 FEET;
THENCE SOUTH 33 DEGREES 20 MINUTES 53 SECONDS EAST, 270.58 FEET;
THENCE SOUTH 00 DEGREES 00 MINUTES 33 SECONDS EAST, 185.00 FEET;
THENCE SOUTH 21 DEGREES 00 MINUTES 01 SECONDS WEST, 153.41 FEET;
THENCE SOUTH 89 DEGREES 59 MINUTES 27 SECONDS WEST, 211.00 FEET;
THENCE SOUTH 00 DEGREES 00 MINUTES 33 SECONDS EAST, 300.64 FEET TO THE POINT OF BEGINNING. CONTAINING 261,163 SQUARE FEET [5.995 ACRES] AND SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF MADE.

THAT I HAVE MADE SUCH LAND DIVISION AND PLAT BY THE DIRECTION OF THE OWNERS SHOWN HEREIN.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, AND THE SUBDIVISION REGULATIONS OF THE CITY OF APPLETON IN SURVEYING, DIVIDING AND MAPPING THE SAME.

GIVEN UNDER MY HAND THIS 28TH DAY OF MARCH, 2017.

GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR S-2098

CORPORATE OWNER'S CERTIFICATE OF DEDICATION

EMERALD VALLEY ESTATES LLC, DULY ESTABLISHED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID EMERALD VALLEY ESTATES LLC, CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED ALL AS SHOWN AND REPRESENTED ON THIS PLAT.

EMERALD VALLEY ESTATES LLC, FURTHER CERTIFIES THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

DEPARTMENT OF ADMINISTRATION
CITY OF APPLETON

WITNESS THE HAND AND SEAL OF SAID OWNER(S) THIS _____ DAY OF _____, 2017.

ROBERT DEBRUIN - MEMBER

FAT HIEPTAS - MEMBER

STATE OF WISCONSIN)
) SS
OUTAGAMIE COUNTY)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2017,
THE ABOVE OWNER(S) TO ME KNOWN TO BE THE PERSON(S) , WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

DRAINAGE EASEMENT PROVISIONS

AN EASEMENT FOR DRAINAGE IS HEREBY GRANTED BY EMERALD VALLEY ESTATES LLC, GRANTOR, TO

CITY OF APPLETON, GRANTEE,

THE GRANTOR, THEIR RESPECTIVE LESSEES, SUCCESSORS, HEIRS OR ASSIGNS, SHALL HAVE FULL USE AND ENJOYMENT OF THE PROPERTY REFERENCED ABOVE PROVIDED THAT SUCH USE DOES NOT INTERFERE WITH GRANTEE'S RIGHT TO INSTALL, REPLACE, OPERATE, MAINTAIN AND REPAIR SAID DRAINAGEWAY AND ASSOCIATED APPURTENANCES. IT IS FURTHER AGREED THAT AFTER MAINTAINING, REPAIRING, REPLACING OR RELOCATING OF SAID DRAINAGEWAY AND ASSOCIATED APPURTENANCES GRANTEE SHALL RESTORE UNIMPROVED SURFACES SUCH AS GRASS, GRAVEL AND DIRT ON SAID PROPERTY, AS CLOSELY AS POSSIBLE, TO THE CONDITION PREVIOUSLY EXISTING. GRANTEE SHALL NOT BE REQUIRED TO RESTORE OR COMPENSATE FOR ANY IMPROVEMENTS OR IMPROVED SURFACES SUCH AS, BUT NOT LIMITED TO, CURB AND GUTTER, HARD PAVEMENTS, TREES, SHRUBS AND LANDSCAPING, DISTURBED AS A RESULT OF THE MAINTENANCE ACTIVITIES DESCRIBED HEREIN. GRANTEE DOES HEREBY AGREE TO COMPENSATE FULLY FOR ANY DAMAGE CAUSED DIRECTLY OR INDIRECTLY FROM SAID MAINTENANCE, REPAIR, REPLACEMENT OR RELOCATION OF SAID DRAINAGEWAY AND ASSOCIATED APPURTENANCES, THAT OCCUR OUTSIDE OF THE ABOVE DESCRIBED EASEMENT AREA. BUILDINGS OR ANY OTHER TYPE OF STRUCTURE OR IMPEDIMENT TO DRAINAGE SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "DRAINAGE EASEMENT". GRANTEE AGREES THAT IT SHALL GIVE TIMELY NOTICE TO THE GRANTOR OF ROUTINE MAINTENANCE WORK. GRANTOR SHALL MAINTAIN GROUND SURFACE AND VEGETATION SO AS NOT TO IMPEDE DRAINAGE.

STORM SEWER EASEMENTS PROVISION

AN EASEMENT FOR STORM SEWER IS HEREBY GRANTED BY EMERALD VALLEY ESTATES LLC, GRANTOR, TO

CITY OF APPLETON, GRANTEE,

THE GRANTOR, THEIR RESPECTIVE LESSEES, SUCCESSORS, HEIRS OR ASSIGNS, SHALL HAVE FULL USE AND ENJOYMENT OF THE PROPERTY REFERENCED ABOVE PROVIDED THAT SUCH USE DOES NOT INTERFERE WITH GRANTEE'S RIGHT TO INSTALL, REPLACE, OPERATE, MAINTAIN AND REPAIR SAID STORM SEWER AND ASSOCIATED APPURTENANCES. IT IS FURTHER AGREED THAT AFTER MAINTAINING, REPAIRING, REPLACING OR RELOCATING OF SAID STORM SEWER AND ASSOCIATED APPURTENANCES GRANTEE SHALL RESTORE UNIMPROVED SURFACES SUCH AS GRASS, GRAVEL AND DIRT ON SAID PROPERTY, AS CLOSELY AS POSSIBLE, TO THE CONDITION PREVIOUSLY EXISTING. GRANTEE SHALL NOT BE REQUIRED TO RESTORE OR COMPENSATE FOR ANY IMPROVEMENTS OR IMPROVED SURFACES SUCH AS, BUT NOT LIMITED TO, CURB AND GUTTER, HARD PAVEMENTS, TREES, SHRUBS AND LANDSCAPING, DISTURBED AS A RESULT OF THE MAINTENANCE ACTIVITIES DESCRIBED HEREIN. GRANTEE DOES HEREBY AGREE TO COMPENSATE FULLY FOR ANY DAMAGE CAUSED DIRECTLY OR INDIRECTLY FROM SAID MAINTENANCE, REPAIR, REPLACEMENT OR RELOCATION OF SAID STORM SEWER AND ASSOCIATED APPURTENANCES, THAT OCCUR OUTSIDE OF THE ABOVE DESCRIBED EASEMENT AREA. BUILDINGS OR ANY OTHER TYPE OF STRUCTURE SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "STORM SEWER EASEMENT" GRANTEE AGREES THAT IT SHALL GIVE TIMELY NOTICE TO THE GRANTOR OF ROUTINE MAINTENANCE WORK.

THE GRANT OF EASEMENTS SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

ROBERT DEBRUIN - MEMBER

FAT HIEPTAS - MEMBER

UTILITY EASEMENT PROVISIONS

AN EASEMENT FOR ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY EMERALD VALLEY ESTATES LLC, GRANTORS, TO

WISCONSIN ELECTRIC POWER COMPANY, A WISCONSIN CORPORATION DOING BUSINESS AS WE ENERGIES, GRANTEE,
WISCONSIN BELL, INC. D/B/A AT&T WISCONSIN, A WISCONSIN CORPORATION, GRANTEE, AND
TIME WARNER ENTERTAINMENT COMPANY, L.P., GRANTEE

THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, REPAIR, MAINTAIN AND REPLACE FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY AND ELECTRIC ENERGY, NATURAL GAS, TELEPHONE AND CABLE TV FACILITIES FOR SUCH PURPOSES AS THE SAME IS NOW OR MAY HEREAFTER BE USED, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE PROPERTY SHOWN WITHIN THOSE AREAS ON THE PLAT DESIGNATED AS "UTILITY EASEMENT AREAS" AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL SERVICE CONNECTIONS UPON, ACROSS WITHIN AND BENEATH THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS, THEREON, OR ON ADJACENT LOTS; ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. THE GRANTEES AGREE TO RESTORE OR CAUSE TO HAVE RESTORED, THE PROPERTY, AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO SUCH ENTRY BY THE GRANTEES OR THEIR AGENTS. THIS RESTORATION, HOWEVER, DOES NOT APPLY TO THE INITIAL INSTALLATION OF SAID UNDERGROUND AND/OR ABOVE GROUND ELECTRIC FACILITIES, NATURAL GAS FACILITIES, OR TELEPHONE AND CABLE TV FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AT ANY TIME PURSUANT TO THE RIGHTS HEREIN GRANTED. STRUCTURES SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "UTILITY EASEMENT AREAS" WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED BY MORE THAN FOUR INCHES WITHOUT WRITTEN CONSENT OF GRANTEES. THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIRS, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

ROBERT DEBRUIN - MEMBER

FAT HIEPTAS - MEMBER

COMMON COUNCIL RESOLUTION:

RESOLVED, THAT THIRD ADDITION TO EMERALD VALLEY, IN THE CITY OF APPLETON, IS HEREBY APPROVED BY THE COMMON COUNCIL OF THE CITY OF APPLETON.

ON THIS _____ DAY OF _____, 2017.

TIMOTHY HANNA, CITY MAYOR

I HEREBY CERTIFY THAT THE FOREGOING IS A COPY OF A RESOLUTION ADOPTED BY THE COMMON COUNCIL OF THE CITY OF APPLETON.

DAWN COLLINS, CITY CLERK

DATE

CITY TREASURER'S CERTIFICATE:

I, ANTHONY D. SAUCERMAN, BEING THE DULY QUALIFIED AND ACTING FINANCE DIRECTOR OF THE

CITY OF APPLETON, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE

ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF _____ ON ANY OF THE

LAND INCLUDED IN THIRD ADDITION TO EMERALD VALLEY.

ANTHONY D. SAUCERMAN, CITY FINANCE DIRECTOR

DATE

COUNTY TREASURER'S CERTIFICATE:

I, _____, BEING THE DULY ELECTED, QUALIFIED AND ACTING

TREASURER OF THE COUNTY OF OUTAGAMIE, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE

SHOW NO UNREDEEMED TAX SALES AND NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS

OF _____ AFFECTING THE LANDS INCLUDED IN THIRD ADDITION TO EMERALD VALLEY.

DATE _____

SIGNED _____

COUNTY TREASURER

There are no objections to this plat with respect to
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2).
Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____



Department of Administration

Martenson & Eisele, Inc.

1377 Midway Road
Menasha, WI 54952
www.martenson-eisele.com
Info@martenson-eisele.com
920.731.0381 1.800.236.0381

Planning
Environmental
Surveying
Engineering
Architecture

Drawing No. 1-0534-004
Sheet 2 of 2
This Instrument drawn by: Amy Sedlar



Winnebago County UW-Extension
James P. Coughlin Center
625 E. County Road Y
Oshkosh, WI 54901-8131

Phone: 920-232-1970
Fax: 920-232-1967
Dial 711 for Wisconsin Relay
<http://winnebago.uwex.edu/>

April 14, 2017

Dear Local Official:

I would like to personally invite you to the upcoming **Towns Officials workshops** scheduled throughout the state during the month of May, and the **Plan Commission workshop** scheduled May 22 at the Town of Algoma Town Hall.

The Towns workshop will provide you with an opportunity to brush up on the basics of Town government responsibilities. The Plan Commission workshop is geared towards new and continuing Plan Commissioners and will cover the essential roles, responsibilities and decisions made by plan commissioners.

Agenda and registration details are found in the enclosed brochures.

If you are no longer in your local official position, please share this information with someone who would benefit from it. Don't hesitate to contact me if you have any questions. Thank you!

Sincerely,

A handwritten signature in black ink, appearing to read "C. Neiswender".

Catherine Neiswender
UW-Extension Community Development Educator
Winnebago County
(920) 232-1978
catherine.neiswender@ces.uwex.edu

Enclosures

An EEO/Affirmative Action employer, University of Wisconsin-Extension provides equal opportunities in employment and programming including Title VI, Title IX and ADA requirements. Please make request for reasonable accommodations to ensure equal access to educational programs as early as possible preceding the scheduled program, service or activity.

Workshop for Local Planning & Zoning Officials

Monday, May 22, 2017

5:15 p.m. - 8:00 p.m.

Algoma Town Hall
15 N Oakwood Road
Oshkosh, WI 54904

About the Workshop

This workshop will provide an overview of the roles and responsibilities of local government officials involved in planning, zoning and land use decision-making.

Who Should Attend?

- Plan commission members
- City council, village board, town board, and county board members
- Planning and zoning staff, administrators, and clerks who support local officials
- Newly appointed or veteran officials looking to network or hone their skills

Workshop Organizers

Rebecca Roberts, Land Use Specialist
Center for Land Use Education
rebecca.roberts@uwsp.edu
715-346-4322

Catherine Neiswender
Winnebago County UW-Extension
catherine.neiswender@ces.uwex.edu
920-232-1972

Cary Rowe, Zoning Administrator
Winnebago County Planning and Zoning
crowe@co.winnebago.wi.us
920-232-3344



Agenda

- 5:15 pm - Check-in, Registration
5:30 pm - Role of the Plan Commission,
Governing Body, and Other Land Use Officials
- Community Planning
 - Development Review
 - Rezones
 - Conditional Uses and Special Exceptions
 - Land Divisions and Certified Survey Maps
- 6:45 pm - Break
7:00 pm - Procedural Responsibilities
- Conducting Public Meetings and Hearings
 - Fair and Impartial Decision-Making
 - Making and Recording Legally Defensible Decisions
 - Procedures for Winnebago County towns under county zoning (Cary Rowe)
- 8:00 pm - Adjourn



Center for Land Use Education
College of Natural Resources
University of Wisconsin-Stevens Point

*An AA/EEO employer, University of Wisconsin-Extension
provides equal opportunities in employment and programming,
including Title VI, Title IX and ADA requirements.*

Location

Algoma Town Hall
15 N Oakwood Road
Oshkosh, WI 54904



Workshop cost: \$25 per person, includes printed workshop materials and a meal.

Handbooks: The Plan Commission Handbook and Zoning Board Handbook are available to assist in understanding the roles and responsibilities of local land use officials. The handbooks are recommended for new and continuing officials, but are not required to attend the workshop. Print copies may be purchased for \$15 apiece or may be accessed online at: www.uwsp.edu/cnr-ap/clue.

Registration

Please register by **Friday, May 19**. Registration is accepted online or by phone, email, or mail.

Online: <http://bit.ly/2nCW64y>

Phone: 715-346-3783

Email: landcenter@uwsp.edu

Mail: Center for Land Use Education
800 Reserve Street
Stevens Point, WI 54481

Registration Form ✂

Contact Name: _____

Town/City/Village of: _____

Telephone: _____

Address: _____

City, State, Zip: _____

Email: _____

List Workshop Participants:	May 22 Workshop \$25	Plan Commission Handbook \$15	Zoning Board Handbook \$15	Total:
1.				
2.				
3.				
4.				
5.				
6.				
Total Amount Due:				\$

Method of payment: ☐ Please invoice ☐ Check enclosed (payable to Center for Land Use Education)