



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.*

Tuesday, June 11, 2019

4:00 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[19-0806](#) City Plan Minutes from 5-21-19

Attachments: [City Plan Minutes 5-21-19.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [19-0807](#) Request to approve the Cypress Homes - N. Haymeadow Avenue Annexation consisting of 5.518 acres m/l located south of W. Edgewood Drive and west of N. Haymeadow Avenue (E. Clearfield Lane, E. Stratford Lane and E. Wentworth Lane dead-end at the subject property), currently in the Town of Grand Chute, as shown on the attached maps, subject to the stipulation in the attached staff report

Attachments: [StaffReport_Cypress_Annexation_For06-11-19.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

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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.*

Tuesday, May 21, 2019

4:00 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Roll call of membership

Present: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

Others present:

Michael Wright, M&J Wright Inc, Village Park Apartments, 3038 N. Ballard Road

Nick Salm, Bomier Properties, RVidas LLC

Brad Hartjes, RA Smith

Ghee Ong, Ghee Ong Architect

Bounpheng Luangpraseuth, Thai Ginger Bistro

Matthew Laritson, Student

Amy King, E. Jardin Street

Mark Dougherty, Mark's East Side, 1405 E. Wisconsin Avenue

3. Approval of minutes from previous meeting

[19-0682](#)

City Plan Minutes from 4-23-19

Attachments: [City Plan Minutes 4-23-19.pdf](#)

Rabec moved, seconded by Buetow, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

4. Public Hearings/Appearances

[19-0683](#)

Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-19 for a portion of the parcels generally located east of North Plateau Street and south of East Wisconsin Avenue (Tax Id #31-1-1044-00, #31-1-1045-01, and #31-1-1216-00) from future Public/Institutional and One and Two-Family Residential land use designation to Commercial land use designation as shown on the attached map and approve the attached Resolution (Associated with Action Item #19-0684)

Attachments: [ClassIIPublicHearingNoticeNewspaper MarksEastSide CompPlanAmend.pdf](#)
[InformalPublicHearingNotice MarksEastSide CompPlan+Rezoning.pdf](#)

This public hearing was held. Mark Dougherty and Amy King spoke on the item.

[19-0685](#)

Rezoning #5-19 for a portion of the parcels generally located east of North Plateau Street and south of East Wisconsin Avenue (Tax Id #31-1-1044-00, #31-1-1045-01, and #31-1-1216-00), as shown on the attached maps, from R-1B Single-Family District to C-2 General Commercial District (Associated with Action Item #19-0686-00)

Attachments: [InformalPublicHearingNotice MarksEastSide CompPlan+Rezoning.pdf](#)

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

[19-0687](#)

Special Use Permit #4-19 for a restaurant with alcohol sales and service located at 1619 West College Avenue, Suite F (Tax Id #31-3-0049-00), 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 and approve attached Resolution (Associated with Action Item #19-0688)

Attachments: [ClassIIPublicHearingNoticeNewspaper ThaiGingerBistro SUP.pdf](#)
[PublicHearingNoticeNeighborhood ThaiGingerBistro SUP.pdf](#)

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

[19-0690](#)

Special Use Permit #5-19 for an existing restaurant with alcohol sales and service and a sidewalk cafe with alcohol sales and service located at 321 East College Avenue (Tax Id #31-2-0007-00), 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 and approve attached Resolution (Associated with Action Item #19-0691)

Attachments: [ClassIIPublicHearingNoticeNewspaper TasteofThai SUP.pdf](#)
[PublicHearingNoticeNeighborhood TasteofThai SUP.pdf](#)

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

[19-0692](#)

Special Use Permit #6-19 for an indoor personal storage facility located on North Ballard Road, on a landlocked parcel east of 3030 N. Ballard Road (Tax Id #31-1-6726-00), 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 and approve attached Resolution (Associated with Action Item #19-0693)

Attachments: [ClassIIPublicHearingNoticeNewspaper_BallardRdStorage_SUP.pdf](#)
[PublicHearingNoticeNeighborhood_BallardStorage_SUP.pdf](#)

This public hearing was held. Michael Wright and Brad Hartjes spoke on the item.

5. Action Items

[19-0684](#)

Request to approve Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-19 for a portion of the parcels generally located east of North Plateau Street and south of East Wisconsin Avenue (Tax Id #31-1-1044-00, #31-1-1045-01, and #31-1-1216-00) from future Public/Institutional and One and Two-Family Residential land use designation to Commercial land use designation as shown on the attached map and approve the attached Resolution

Attachments: [StaffReport_MarksEastSide_CompPlan+Rezoning_For05-21-19.pdf](#)

Proceeds to Council on July 10, 2019.

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0686](#)

Request to approve Rezoning #5-19 for a portion of the parcels generally located east of North Plateau Street and south of East Wisconsin Avenue (Tax Id #31-1-1044-00, #31-1-1045-01, and #31-1-1216-00), as shown on the attached maps, from R-1B Single-Family District to C-2 General Commercial District

Attachments: [StaffReport_MarksEastSide_CompPlan+Rezoning_For05-21-19.pdf](#)

Proceeds to Council on July 10, 2019.

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0689](#)

Request to approve Certified Survey Map #7-19, which crosses a plat boundary, to reconfigure lot lines for 1405 East Wisconsin Avenue (Tax Id #31-1-1043-00), 1206 North Plateau Street (Tax Id #31-1-1044-00), 1200 North Plateau Street (Tax Id #31-1-1045-01), and East Wisconsin Avenue (Tax Id #31-1-1216-00), subject to the conditions in the attached staff report and as shown on the attached maps

Attachments: [StaffReport_MarksEastSide_CrossingPlatBoundary_For05-21-19.pdf](#)

Proceeds to Council on July 10, 2019.

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0688](#)

Request to approve Special Use Permit #4-19 for a restaurant with alcohol sales and service located at 1619 West College Avenue, Suite F (Tax Id #31-3-0049-00), 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 and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_1619WCollege_SUP_For5-21-19.pdf](#)

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0691](#)

Request to approve Special Use Permit #5-19 for an existing restaurant with alcohol sales and service and a sidewalk cafe with alcohol sales and service located at 321 East College Avenue (Tax Id #31-2-0007-00), 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 and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_321ECollege_SUP_For5-21-19.pdf](#)

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0693](#)

Request to approve Special Use Permit #6-19 for an indoor personal storage facility located on North Ballard Road, on a landlocked parcel east of 3030 N. Ballard Road (Tax Id #31-1-6726-00), 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 and approve attached Resolution (2/3 vote of Common Council required for approval)

Attachments: [StaffReport_Ballard Road Storage_SUP.pdf](#)

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

[19-0556](#)

Request to approve the naming of 22 21 alleys located throughout the City, honoring some of Appleton's historic citizens as depicted in the attached list of names and map, so as to mitigate confusion for public safety personnel, the post office, delivery drivers and residents

Attachments: [StaffReport_Naming21Alleys_For5-21-19.pdf](#)

[ExhibitA_Cleggett_5-21-19.pdf](#)

[ExhibitB_Ord33-77_RiverDr_5-21-19.pdf](#)

[LtrOpposingAlleyDesignationforRiverDrive_5-10-19.pdf](#)

[StaffReport_Naming22Alleys_For4-23-19.pdf](#)

[PhinneyNameSuggestion_Distributedat5-21-19PC.pdf](#)

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

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna

6. Information Items

7. Adjournment

Buetow moved, seconded by Rabec, that the meeting be adjourned at 4:41 p.m. Roll Call. Motion carried by the following vote:

Aye: 4 - Buetow, Palm, Rabec and Alderperson Meltzer

Excused: 1 - Mayor Hanna



REPORT TO CITY PLAN COMMISSION

Plan Commission Meeting Date: June 11, 2019

Common Council Meeting Date: June 19, 2019

Item: Cypress Homes Annexation (N. Haymeadow Avenue)

Case Manager: Jessica Titel

GENERAL INFORMATION

Owner/Applicant: Cypress Homes, Inc. c/o Mike Blank

Address/Parcel: Tax Id #101039315 in the Town of Grand Chute. The subject property is located south of West Edgewood Drive and west of North Haymeadow Avenue.

Petitioner's Request: Owner is requesting direct annexation by unanimous approval pursuant to Section 66.0217(2), Wisconsin State Statutes of land currently located in the Town of Grand Chute, Outagamie County.

Purpose for Annexation: To allow for future single-family residential development.

Population of Such Territory: 0

Annexation Area: 5.5180 acres m/l

BACKGROUND

On March 16, 1992, the City of Appleton and the Town of Grand Chute agreed to and entered into an Intermunicipal Boundary Agreement pursuant to Section 66.027 and 66.30 of the Wisconsin State Statutes for the purpose of defining and expanding the provision of governmental services, including water and sewer services, by establishing the City's growth area and establishing provisions for annexation of land within the Town of Grand Chute to the City of Appleton.

Before Common Council approves the annexation ordinance, the City must allow a 20-day statutory review period, which starts when the Wisconsin Department of Administration (DOA) receives the annexation application materials and fee. The DOA received the annexation application materials and fee on May 20, 2019, so this requirement will be satisfied prior to Common Council taking action at their June 19, 2019 meeting.

STAFF ANALYSIS

The Community and Economic Development Department staff has reviewed the annexation petition and identifies the following:

Cypress Homes Annexation

June 11, 2019

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- The area proposed for annexation is contiguous to the existing City boundary. The subject property connects to the City of Appleton at Clearfield Lane, Stratford Lane and Wentworth Lane right-of-way. The subject property also connects via officially mapped extension of North Haymeadow Avenue.
- Annexation of the site in question is consistent with the Intermunicipal Boundary Agreement with the Town of Grand Chute.
- City sanitary sewer and water infrastructure is already installed within adjacent right-of-ways. The improvements needed to connect to City utilities will be reviewed at the time of a development proposal being submitted. Annexation to the City of Appleton is required before the subject property could connect to the City sewer and water.
- Currently, the subject property consists of vacant, undeveloped land.
- The owner is requesting that the City Plan Commission initiate a rezoning for the subject property from temporary AG Agricultural District to a permanent zoning classification of R-1B Single-Family District. The temporary zoning classification must be made permanent in accordance with Section 23-65(d), Zoning Map Amendments, within 90 days, or the zoning will revert to AG Agricultural District.

Surrounding Zoning Classification and Land Uses:

North: Town of Grand Chute. The adjacent land use to the north is currently residential.

South: Town of Grand Chute. The adjacent land use to the south is currently agriculture.

East: R-1A Single Family Residential. The adjacent land use to the east is currently single-family residential.

West: Town of Grand Chute. The adjacent land use to the west is currently single-family residential.

Appleton Comprehensive Plan 2010-2030: The City of Appleton *Comprehensive Plan 2010-2030* identifies this area for future One and Two-Family Residential uses. The proposed annexation is consistent with the following goals and objectives of the *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.

Goal 3 – Housing Quality, Variety, and Affordability

Appleton will provide a variety of rental and ownership housing choices in a range of prices affordable to community residents, and ensure that existing housing is adequately maintained in terms of physical quality and market viability.

Cypress Homes Annexation

June 11, 2019

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5.1 OBJECTIVE: Continue efforts to ensure an adequate supply of housing affordable to all income levels in the community.

5.3 OBJECTIVE: Provide a range of housing options that meet the needs and appeal to all segments of the community and allows residents to age in place.

Technical Review Group (TRG) Report: This item was discussed at the May 21, 2019 Technical Review Group meeting. No negative comments were received from participating departments.

FUTURE ACTIONS

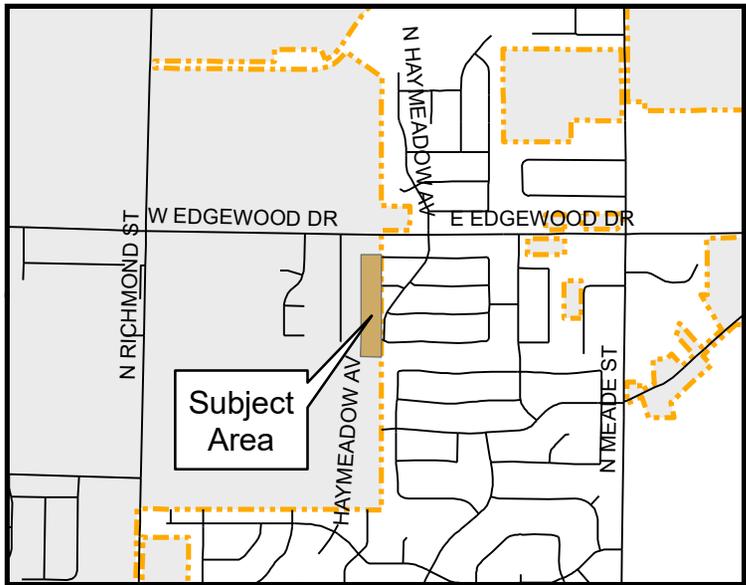
- Per Section 23-65(e) of the Municipal Code, a temporary zoning classification is assigned to newly annexed territory, with permanent zoning taking place following the annexation process. All territory annexed to the City is assigned a zoning classification as recommended by Plan Commission. The Plan Commission shall consider the following criteria in selection of an appropriate zoning district for the annexed land:
 - The existing land uses within the territory to be annexed;
 - The surrounding land uses that exist on adjacent properties regardless of municipal boundary lines;
 - The comprehensive plan of the City.
- The owner is requesting that Plan Commission initiate a rezoning for the subject property from temporary AG Agricultural District to a permanent zoning classification of R-1B Single-Family District. A rezoning initiated directly by Plan Commission will be processed in accordance with Section 23-65(d), Zoning Map Amendments, which includes review and action by the Common Council.

RECOMMENDATION

Staff recommends that the Cypress Homes Annexation (N. Haymeadow Avenue), as shown on the attached maps, **BE APPROVED** with the following stipulation:

1. The Plan Commission initiate the rezoning for the subject property from temporary AG Agricultural District to a permanent zoning classification of R-1B Single-Family District, pursuant to Section 23-65(d)(1) of the Municipal Code.

Annexation Cypress Homes - Haymeadow Avenue Town of Grand Chute Zoning Map



Subject Area

Subject Area

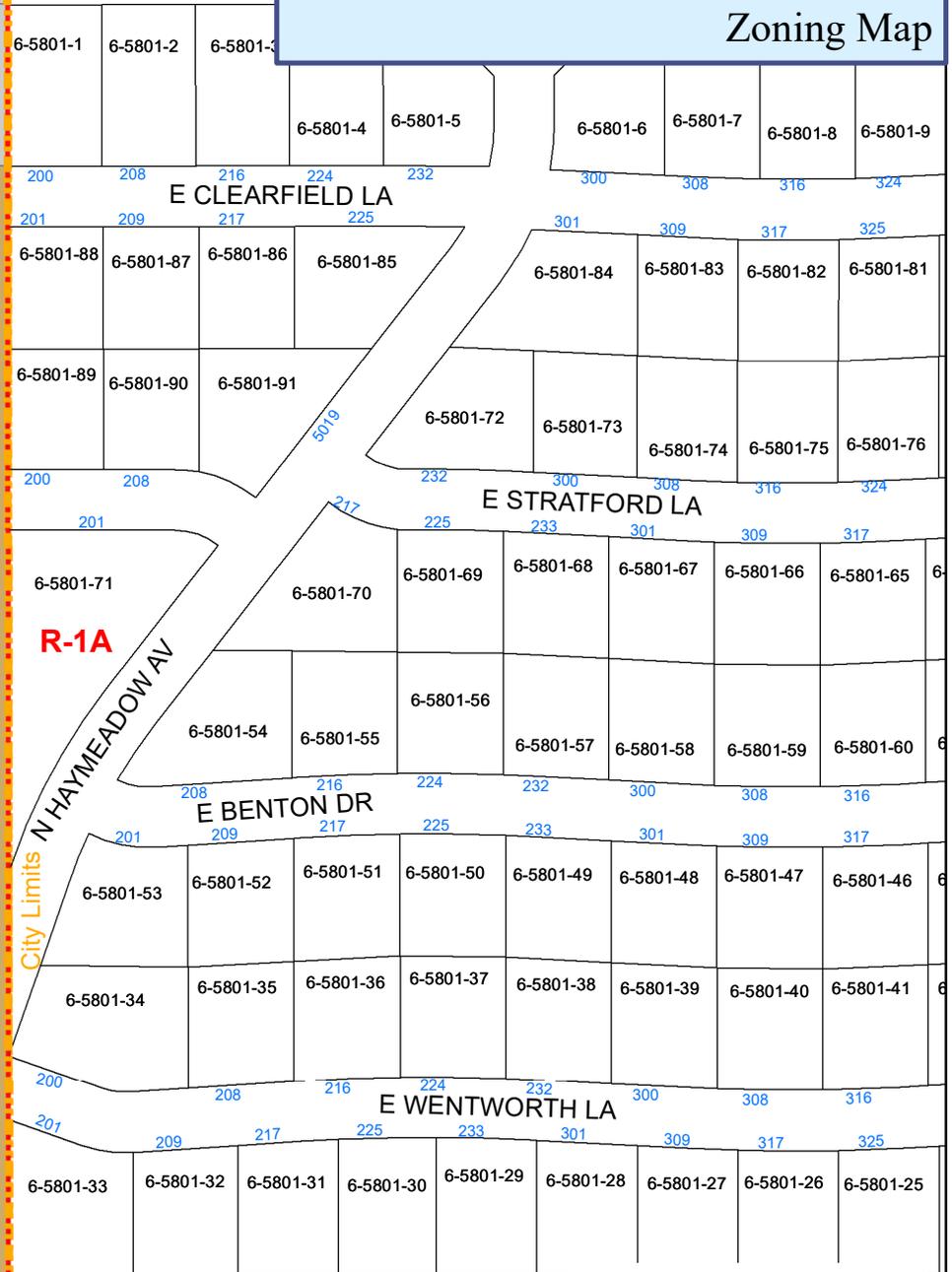
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225

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City Limits



R-1A

City Limits

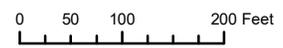
6-5701-8

6-5701-9

6-5701-10

6-5701-11

6-5701-12



City Plan Commission
6-11-19

Annexation
Cypress Homes - Haymeadow Avenue
Town of Grand Chute
Aerial Map

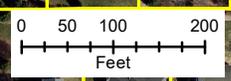


Subject Area

City Limits



City Plan Commission
6-11-19





**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL
PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES
WHERE NO ELECTORS RESIDE IN TERRITORY**

I/We, the undersigned, constituting all of the owners of the real property in which no electors reside in the following territory of the town(s) of Grand Chute, Outagamie County, Wisconsin, lying contiguous to the City of Appleton, petition the Common Council of the City of Appleton to annex the territory described below and shown on the attached scale map to the City of Appleton, Outagamie County, Wisconsin.

Lot ² of Certified Survey Map No. 7013 filed in Volume 42 of Certified Survey Maps on Page 7013 as Document No. 2047169, located in and being a part of the Northeast ¼ of the Northwest ¼ of Section 11, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin.

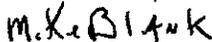
I/We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation, or consolidation proceedings, if any.

I/We further respectfully request that the City Plan Commission initiate a rezoning for the subject property, from temporary AG Agricultural District to a permanent zoning classification of R-1B Single-family District.

Area of lands to be annexed contains 5.5180 acres m/l.

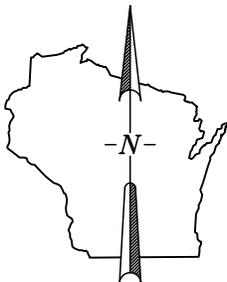
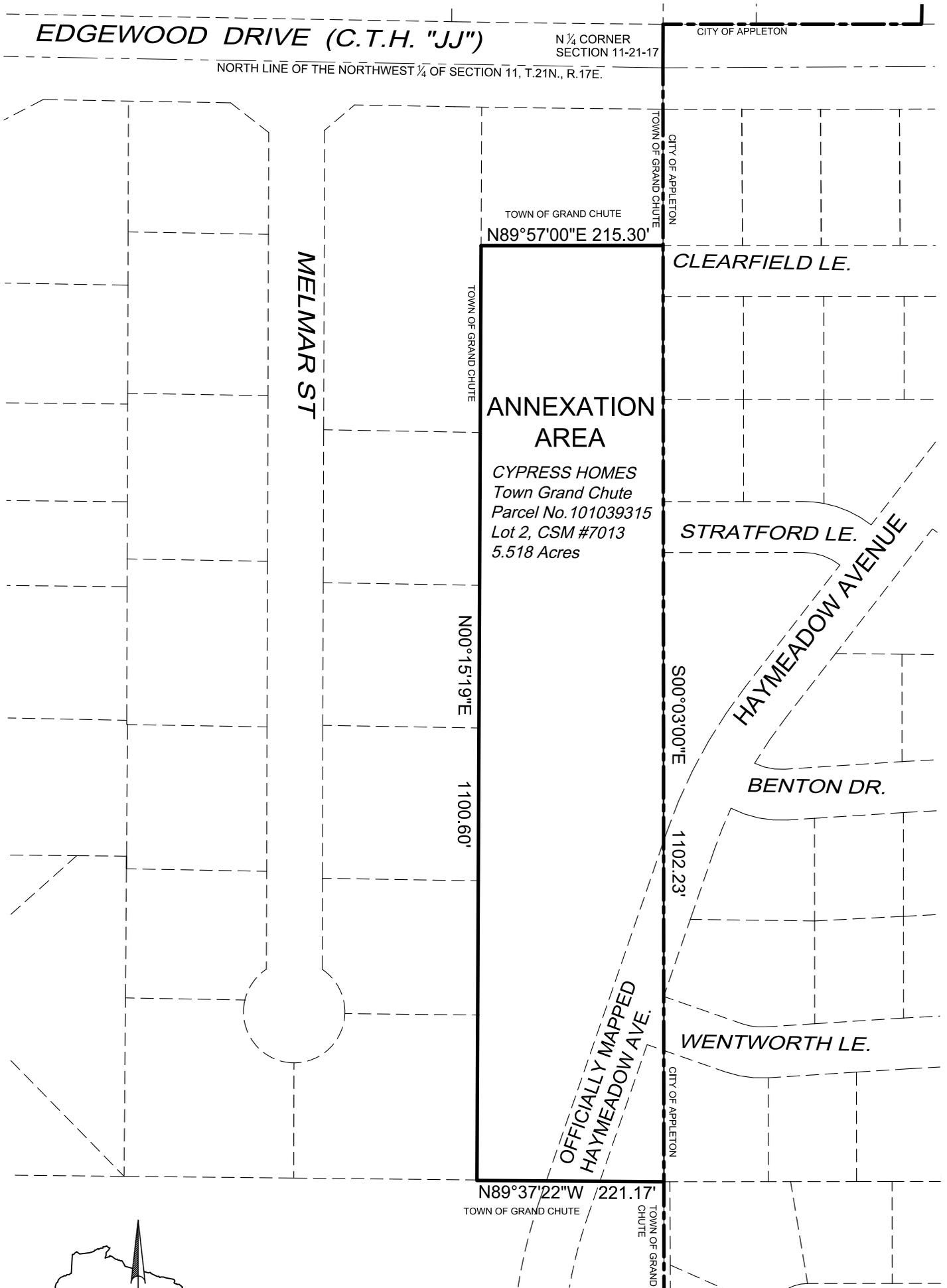
Tax Parcel number of lands to be annexed: 101039315.

The current population of such territory is 0.

Signature of Petitioner	Owner/Elector	Date of Signing	Address of Petitioner (Include Zip Code)
	Cypress Homes, Inc.	5-14-19	1230 W. College Avenue, Suite D Appleton, WI 54914
Mike Blank			
			
Type (name)			

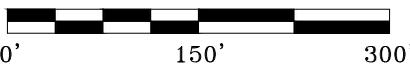
ANNEXATION EXHIBIT

Lot 2 of Certified Survey Map No.7013, being located in the Northeast 1/4 of the Northwest 1/4 of Section 11, Township 21 North, Range 17 East, Town of Grand Chute, Outagamie County, Wisconsin.



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, OUTAGAMIE COUNTY, NORTH LINE OF NW 1/4 SECTION 11, T.21N., R.17E.; WHICH BEARS N89°01'08"W
 H:\Acad\Annex\2019\Cypress_Homes_at_Haymeadow_0513_2019

SCALE IN FEET



CITY OF APPLETON
 DEPT. OF PUBLIC WORKS
 ENGINEERING DIVISION
 100 NORTH APPLETON STREET
 APPLETON, WI 54911
 920-832-6474
 DRAFTED BY: T. KROMM