

# **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, January 12, 2021

4:00 PM

Council Chambers, 6th Floor

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

21-0011 City Plan Minutes from 12-8-20

Attachments: City Plan Minutes 12-8-20.pdf

# 4. Public Hearings/Appearances

21-0008

Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street (Tax Id #31-2-0052-00), 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 #21-0009)

<u>Attachments:</u> ClassIIPublicHearingNoticeNewspaper YMCAParkingRamp SUP#7-20.pdf

PublicHearingNoticeNeighborhood YMCAParkingRamp SUP#7-20.pdf

### 5. Action Items

21-0009

Request to approve Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street (Tax Id #31-2-0052-00), 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 YMCAParkingRamp SUP For01-12-21.pdf

21-0010

Request to approve the Cain Annexation consisting of approximately 0.77 acre located at 675 East Edgewood Drive, currently in the Town of Grand Chute, as shown on the attached maps subject to the stipulation in the attached staff report

Attachments: StaffReport Cain Annexation For01-12-21.pdf

21-0034

Request to approve the access restriction release for Lot 91 of First Addition to Clearwater Creek (Tax Id #31-6-6200-91), as shown on the attached map, pending approval by the Municipal Services Committee, and subject to the owner/agent completing and recording an appropriate correction instrument with the Outagamie County Register of Deeds

Attachments: StaffMemo FirstAddnToClearwaterCreek RestrictionRelease For01-12-21.pdf

RequestEmail FirstAddnToClearwaterCreek RestrictionRelease.pdf
RecordedPlat FirstAddnToClearwaterCreek RestrictionRelease.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 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, December 8, 2020

4:00 PM

Council Chambers, 6th Floor

Call meeting to order

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

2. Roll call of membership

Present: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

Others present:

Alderperson Vered Meltzer, District #2

Br. Rob Roemer, Capuchin, St. Fidelis, 1100 N. Ballard Road

Jill Hendricks, Vision Realty & Development

3. Approval of minutes from previous meeting

20-1549 City Plan Minutes from 10-27-20

Attachments: City Plan Minutes 10-27-20.pdf

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

Motion carried by the following vote:

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

# 4. Public Hearings/Appearances

20-1551 Rezoning #10-20 to rezone 1000 North Ballard Road (Tax Id

#31-1-1372-00), including to the centerline of the adjacent right-of-way and the Fox River, as shown on the attached maps, from P-I Public Institutional District to C-1 Neighborhood Mixed Use District (Associated

with Action Item #20-1553)

Attachments: InformalPublicHearingNotice 1000 N Ballard Rezoning#10-20.pdf

This public hearing was held, and Br. Rob Roemer and Alderperson Vered Meltzer spoke on the item.

### 5. Action Items

20-1553 Request to approve Rezoning #10-20 to rezone 1000 North Ballard Road

(Tax Id #31-1-1372-00), including to the centerline of the adjacent right-of-way and the Fox River, as shown on the attached maps, from P-I Public Institutional District to C-1 Neighborhood Mixed Use District

Attachments: StaffReport TheRefuge Rezoning For12-8-20.pdf

Proceeds to Council on January 6, 2021.

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

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

20-1554 Request to approve the Sixth and Seventh Additions to Emerald Valley

Final Plat as shown on the attached maps and subject to the conditions in

the attached staff report

<u>Attachments:</u> <u>StaffReport 6-7thAddEmeraldValley FinalPlat For12-8-20.pdf</u>

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

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

20-1555 Request to approve the Extraterritorial Preliminary Plat for Marsden Park

located in the Town of Grand Chute as shown on the attached maps

<u>Attachments:</u> <u>StaffReport MarsdenPark PrePlat For12-08-20.pdf</u>

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

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

20-1556 Request to approve the dedication of land for public right-of-way for future

Sequoia Drive generally located south of Broadway Drive and east of

French Road as shown on the attached maps

Attachments: StaffReport SequoiaDr StreetDedication For12-08-20.pdf

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

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

#### 6. Information Items

# 7. Adjournment

Fenton moved, seconded by Buetow, that the meeting be adjourned at 4:20 p.m. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Rabec, Robins, Mayor Woodford, Fenton and Buetow

City of Appleton Page 3

## **CITY OF APPLETON**

# NOTICE OF PUBLIC HEARING

# PROPOSED SPECIAL USE PERMIT

NOTICE IS HEREBY GIVEN of a Public Hearing to be held before the City Plan Commission on Tuesday, January 12, 2021, at 4:00 P.M., in Council Chambers, 6th Floor, City Hall, 100 North Appleton Street, or as soon thereafter as can be heard, for the purpose of considering a Special Use Permit.

Pursuant to Sections 23-66 and 23-114 of the Appleton Municipal Code, to consider a request by Hoffman Planning, Design & Construction Inc., applicant, and the YMCA of the Fox Cities, owner, for property located at 120 South Oneida Street (Tax Id #31-2-0052-00) to obtain a Special Use Permit for a parking ramp. In the CBD Central Business District, a Special Use Permit is required for a standalone parking ramp.

All persons interested are invited to express your views or concerns regarding the above-described request. The Plan Commission meeting is open to the public; however, considering the COVID-19 Health Emergency, you are strongly encouraged to share any feedback with Plan Commission members via written letter, email or phone call instead of appearing in person. Please contact David Kress, Principal Planner, in the Community and Economic Development Department at 920-832-6428 or by email at <a href="mailto:david.kress@appleton.org">david.kress@appleton.org</a>.

Alternatively, you can also contact the Mayor's Office at <a href="mayor@appleton.org">mayor@appleton.org</a> and your comments will be forwarded to the Plan Commission. The City Plan Commission makes a recommendation to the Common Council who makes the final decision on the matter.

CITY PLAN COMMISSION APPLETON, WISCONSIN COMMUNITY & ECONOMIC DEVELOPMENT CITY HALL - 100 NORTH APPLETON STREET APPLETON, WISCONSIN 54911-4799 (920) 832-6468

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

RUN: December 29, 2020 January 5, 2021

#### NOTICE OF PUBLIC HEARING

### **OF THE**

### APPLETON CITY PLAN COMMISSION

Dear property owner(s):

The City of Appleton Plan Commission will conduct a Public Hearing on Tuesday, January 12, 2021, at 4:00 P.M., or as soon thereafter as can be heard, in Common Council Chambers, 6th Floor, City Hall, 100 North Appleton Street, for the purpose of considering the following proposed Special Use Permit:

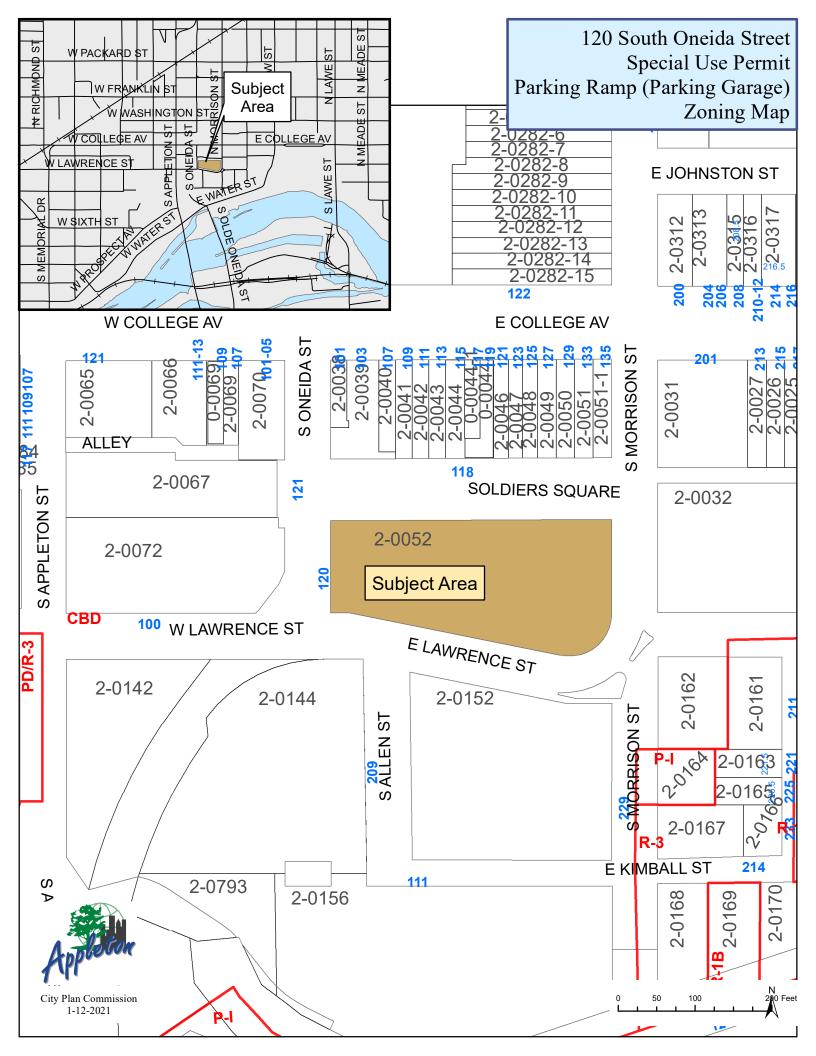
- Pursuant to Sections 23-66 and 23-114 of the Appleton Municipal Code, to consider
  a request by Hoffman Planning, Design & Construction Inc., applicant, and the
  YMCA of the Fox Cities, owner, for property located at 120 South Oneida Street
  (Tax Id #31-2-0052-00) to obtain a Special Use Permit for a parking ramp. In the
  CBD Central Business District, a Special Use Permit is required for a standalone
  parking ramp.
- ALDERMANIC DISTRICT: 4 Alderperson Joe Martin

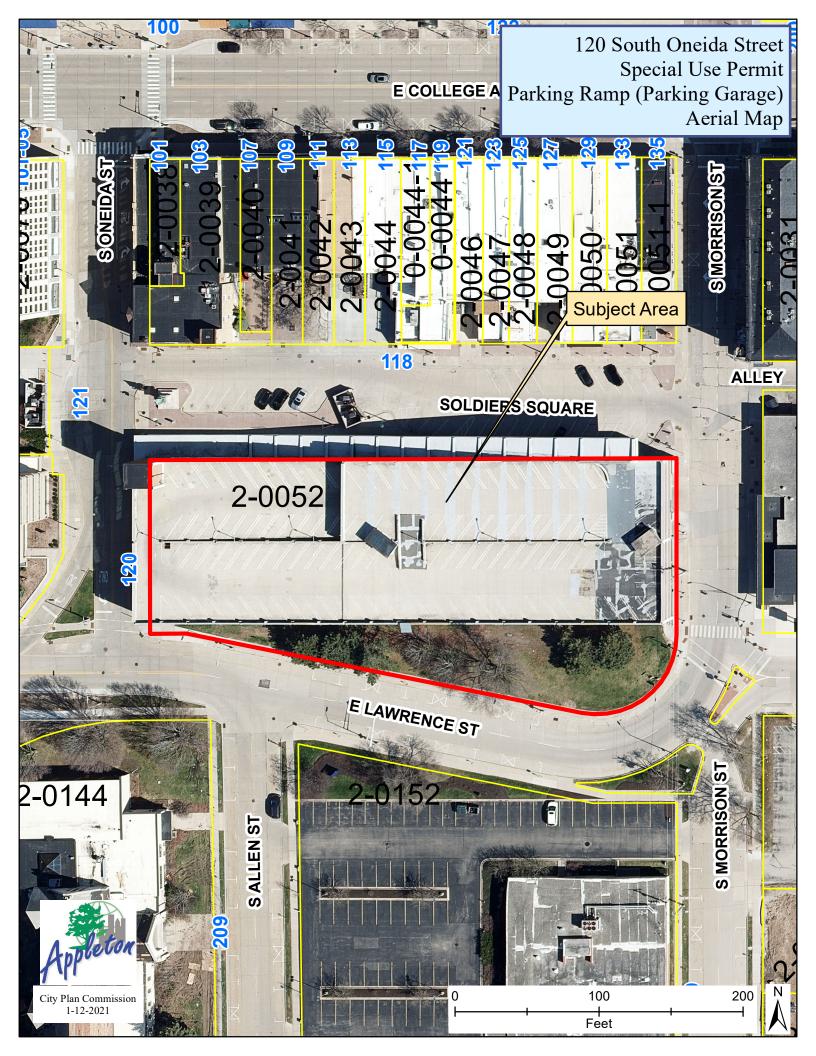
You are being notified as a policy of the City of Appleton Community and Economic Development Department. This notification invites you to express your views or concerns regarding the above-described request. The Plan Commission meeting is open to the public; however, considering the COVID-19 Health Emergency, you are strongly encouraged to share any feedback with Plan Commission members via written letter, email or phone call instead of appearing in person. Please contact David Kress, Principal Planner, in the Community and Economic Development Department at 920-832-6428 or by email at <a href="mailto:david.kress@appleton.org">david.kress@appleton.org</a>.

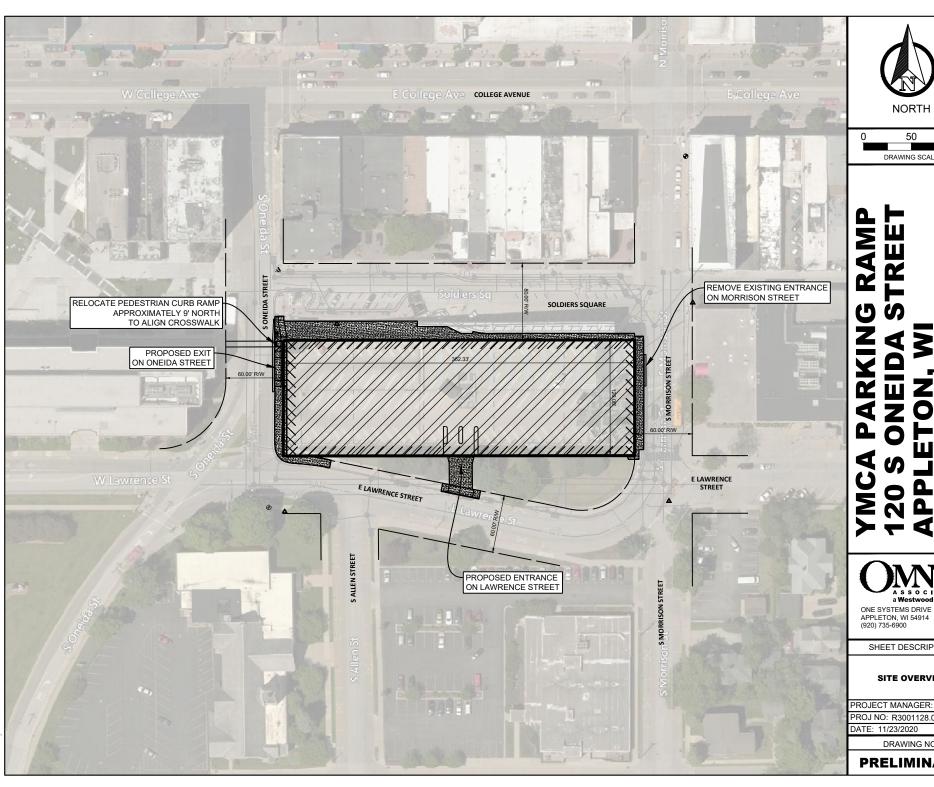
Alternatively, you can also contact the Mayor's Office at <a href="mayor@appleton.org">mayor@appleton.org</a> and your comments will be forwarded to the Plan Commission. The City Plan Commission makes a recommendation to the Common Council who makes the final decision on the matter.

CITY PLAN COMMISSION

COMMUNITY & ECONOMIC DEVELOPMENT CITY HALL - 100 NORTH APPLETON STREET APPLETON, WISCONSIN 54911-4799 920-832-6468







TREET

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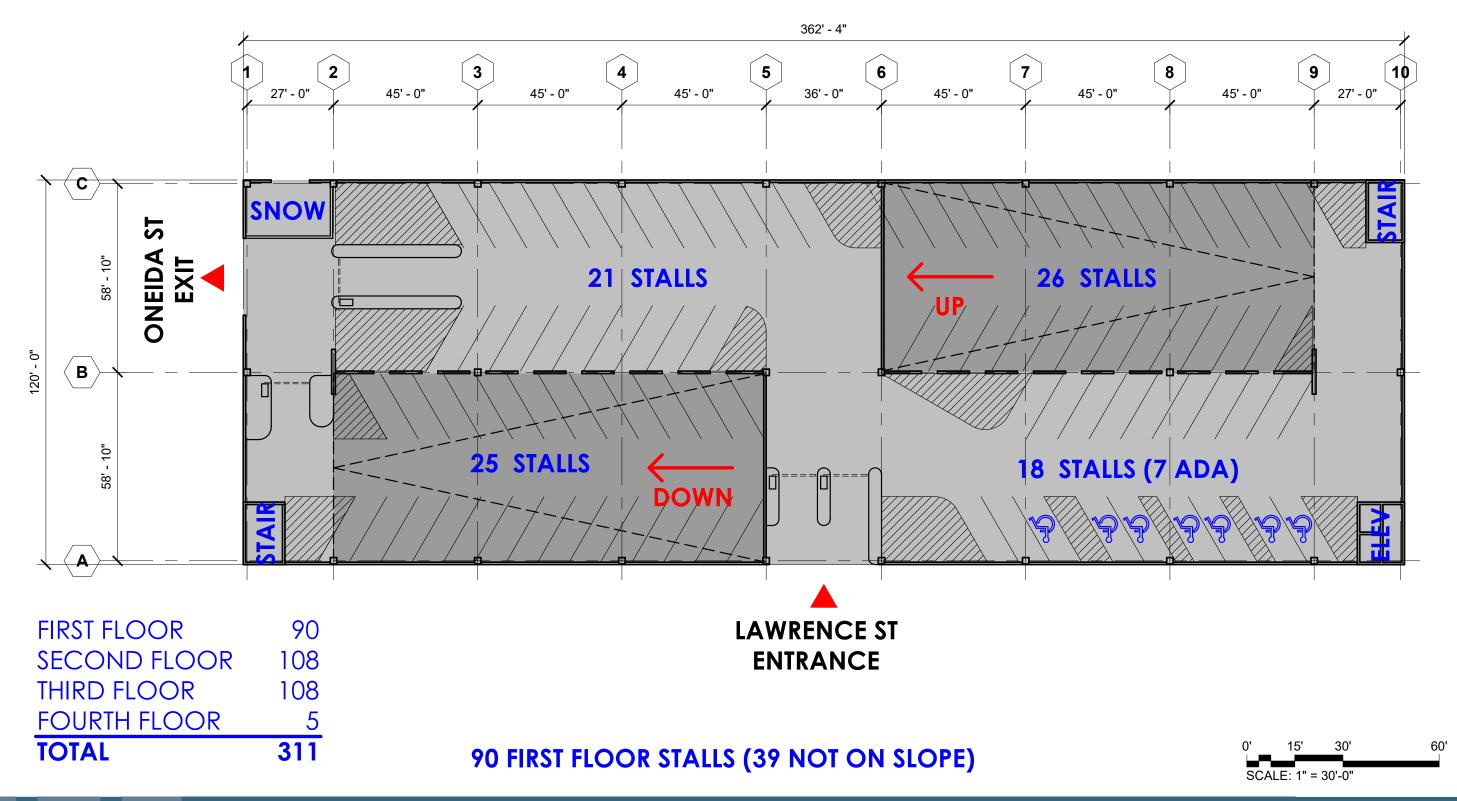
SHEET DESCRIPTION SITE OVERVIEW

PROJECT MANAGER: RDG

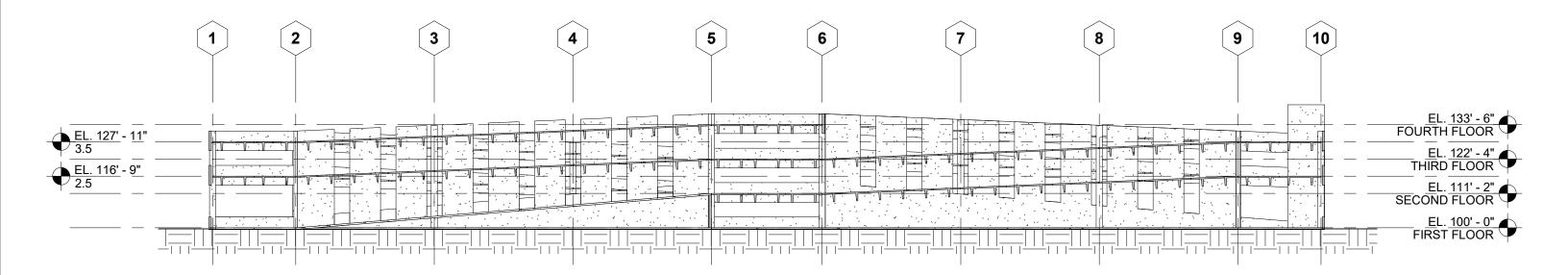
PROJ NO: R3001128.00 DATE: 11/23/2020

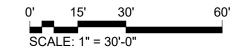
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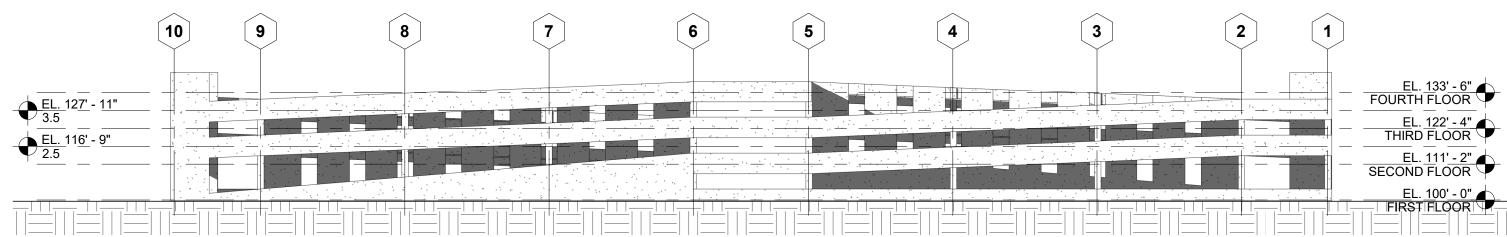
**PRELIMINARY** 

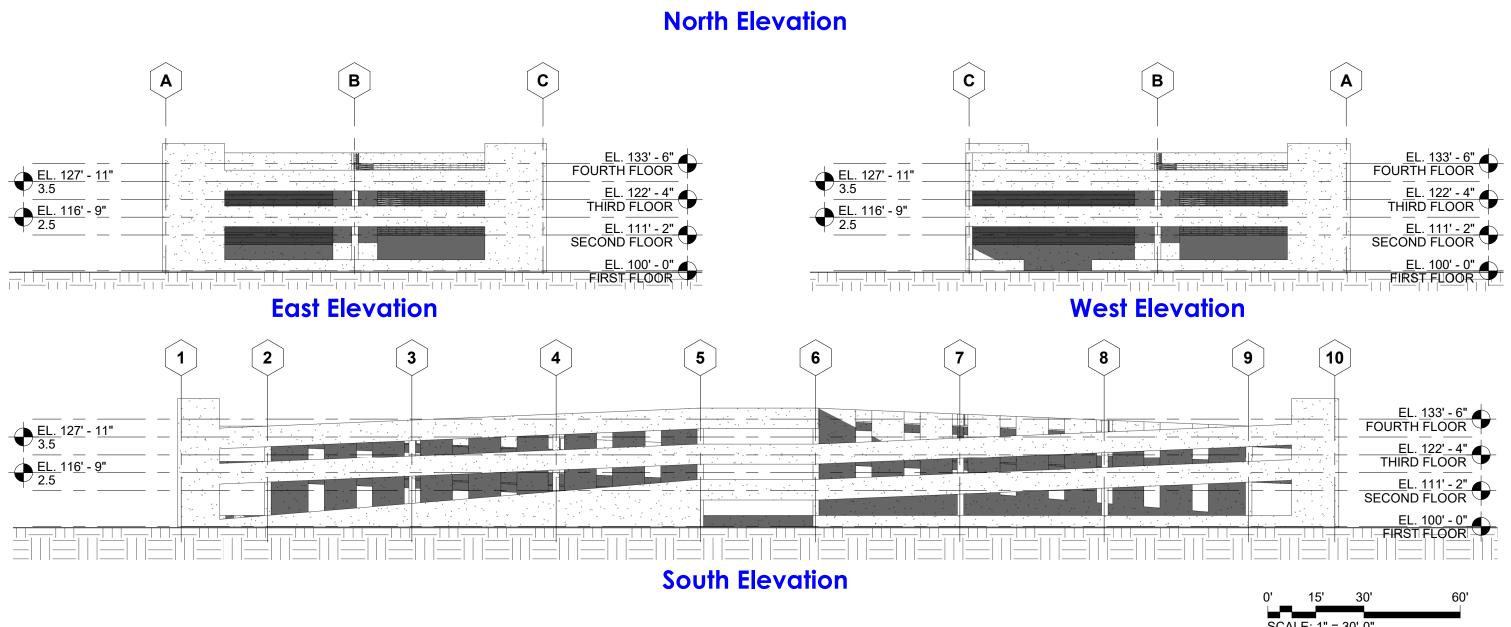


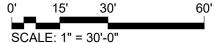
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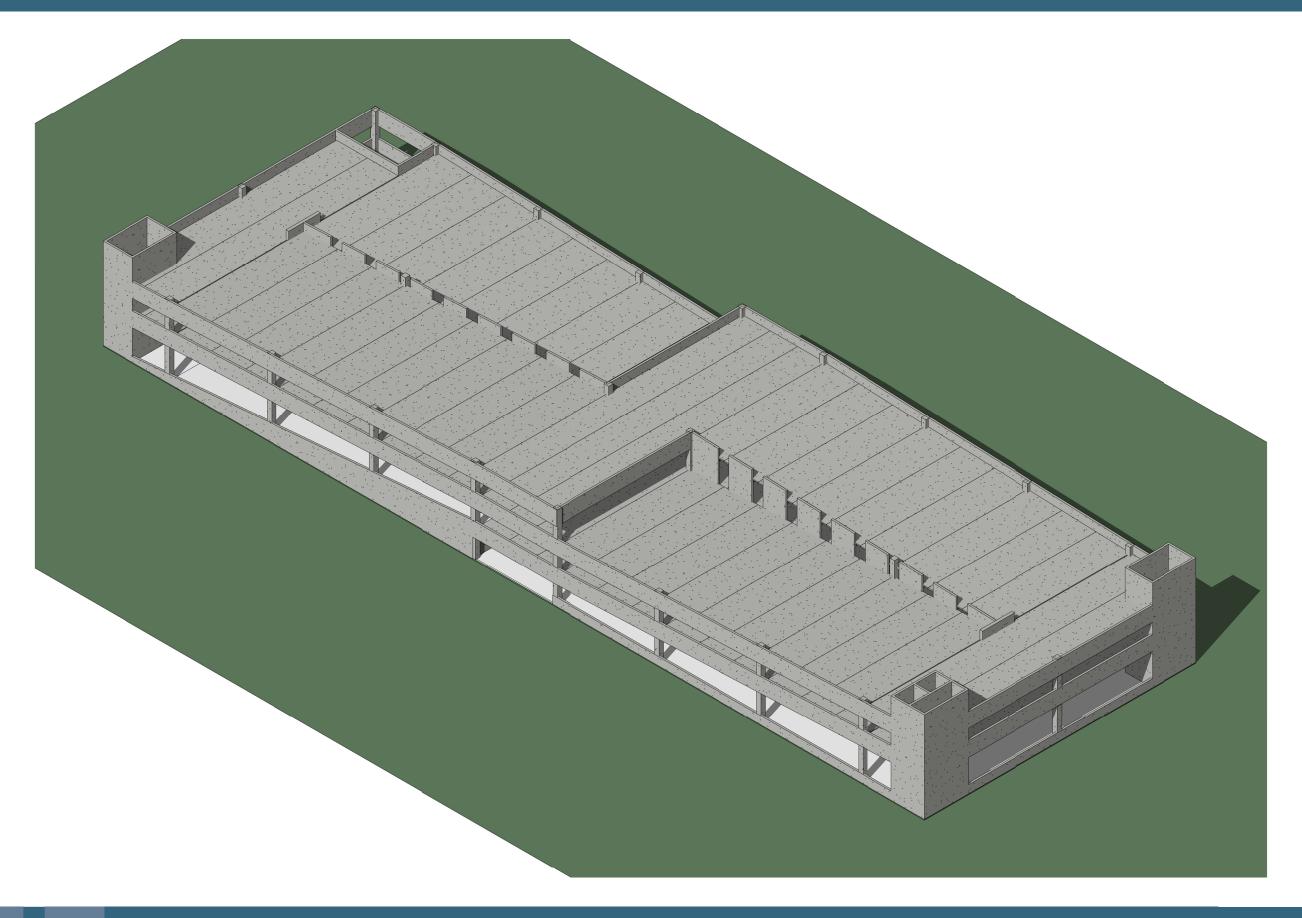








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# REPORT TO CITY PLAN COMMISSION

Plan Commission Public Hearing Date: January 12, 2021

**Common Council Meeting Date:** January 20, 2021

**Item:** Special Use Permit #7-20 for a standalone parking ramp

Case Manager: David Kress, Principal Planner

## **GENERAL INFORMATION**

**Owner:** YMCA of the Fox Cities c/o William Breider

**Applicant:** Hoffman Planning, Design & Construction, Inc. c/o Robert Koehler

Address/Parcel #: 120 South Oneida Street (Tax Id #31-2-0052-00)

**Petitioner's Request:** The applicant is requesting a Special Use Permit for a standalone parking ramp in the CBD Central Business District.

# **BACKGROUND**

The subject area is located on the block bound by Oneida Street, Lawrence Street, Morrison Street, and Soldiers Square. The YMCA of the Fox Cities already owns and operates an existing parking ramp on the subject site. The existing parking ramp was built in 1967 and predates the requirement for a Special Use Permit. Before establishing a new, standalone parking ramp on the subject property, the owner/applicant must receive approval of a Special Use Permit.

In 1996, the property was sold from the City of Appleton to the YMCA and Certified Survey Map No. 2585 was recorded to combine lots with a vacated portion of Lawrence Street. The 1996 agreement that transferred the existing parking ramp from the City to the YMCA contained restrictive covenants. On October 21, 2020, Common Council approved a resolution waiving certain restrictive covenants concerning redevelopment of the property.

# **STAFF ANALYSIS**

**Project Summary:** The applicant proposes to demolish the existing parking ramp and construct a new, standalone parking ramp on the subject site. The proposed four-story parking ramp would include approximately 311 parking spaces and be approximately 135,000 square feet in size, as shown on the attached development plan. Vehicular access points are proposed along Lawrence Street and Oneida Street; however, the exact configuration will be determined during the Site Plan review process.

**Operational Information:** A plan of operation is attached to the staff report.

**Existing Site Conditions:** The 1.26-acre site is currently developed with a parking ramp, which is approximately 166,500 square feet in size. The existing parking ramp contains approximately 420 parking spaces. Vehicular access is currently provided by curb cuts on Oneida Street and Morrison Street. Part of the existing parking ramp overhangs into the Soldiers Square public right-of-way.

Special Use Permit #7-20 January 12, 2021 Page 2

Current Zoning and Procedural Findings: The subject property has a zoning designation of CBD Central Business District. Per Section 23-114(e) of the Municipal Code, a standalone parking ramp (parking garage) requires a Special Use Permit in the CBD District. The Plan Commission makes a recommendation to the Common Council who will make the final decision on the Special Use Permit. A two-thirds vote of the Common Council is required for approval.

**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 institutional in nature.

North: CBD Central Business District. The adjacent land uses to the north are currently a mix of commercial uses.

South: CBD Central Business District. The adjacent land uses to the south are currently institutional (Mosaic Family Health) and vacant land.

East: CBD Central Business District. The YMCA facility is located east of the subject site.

West: CBD Central Business District. The adjacent land uses to the west are currently a mix of commercial uses.

**Appleton Comprehensive Plan 2010-2030:** Community and Economic Development staff has reviewed this proposal and determined it is compatible with the Central Business District 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.

# *OBJECTIVE 6.7 Transportation:*

Maintain a balanced parking program which provides an adequate supply of parking without undermining economic development and neighborhood development efforts.

Policy 6.7.4 Encourage underground and structured parking, where feasible, as future development occurs.

# 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.

# OBJECTIVE 10.5 Land Use:

Support the continued redevelopment and revitalization of land uses adjacent to Appleton's key transportation corridors and downtown.

Special Use Permit #7-20 January 12, 2021 Page 3

**Technical Review Group (TRG) Report:** This item appeared on the December 22, 2020 TRG agenda.

• Department of Public Works Comments: The exact configuration of vehicle ingress/egress may differ from concept plan and will be reviewed as part of the Site Plan review process and in accordance with the Downtown Mobility Study.

**Zoning Ordinance Requirements and Substantial Evidence:** When reviewing an application for a Special Use Permit, the City must determine if the applicant's proposal satisfies Municipal Code requirements and conditions. Pursuant to Section 23-66(c)(5) of the Municipal Code, the Plan Commission and Common Council must provide substantial evidence supporting their decision to approve, approve with conditions, or deny the Special Use Permit. Substantial evidence means "facts and information, other than merely personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a Special Use Permit and that reasonable persons would accept in support of a conclusion." Any requirements and conditions listed for approval must be reasonable, and to the extent practicable, measurable.

Per Section 23-172(d)(2) of the Municipal Code, parking ramps are exempt from dimensional and landscaping requirements of the off-street parking and loading section. However, other applicable Zoning Ordinance requirements shall be complied with. Based on the attached development plan drawings, the proposed parking ramp appears to satisfy lot coverage, setback, and building height standards specified in the CBD District. Ultimately, Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division.

**Finding of Fact:** This request was reviewed in accordance with the standards (proper zoning district, district regulations, special regulations, comprehensive plan and other plans, traffic, landscaping and screening, neighborhood compatibility, and impact on services) for granting a Special Use Permit under Section 23-66(e)(1-8) of the Municipal Code, which were found in the affirmative, as long as all stipulations are satisfied.

### RECOMMENDATION

Staff recommends, based on the above analysis, that Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street (Tax Id #31-2-0052-00), as shown on the attached maps and per attached plan of operation, along with the attached resolution, **BE APPROVED** to run with the land, subject to the following conditions:

- 1. All Zoning, Building, Fire, Engineering, Utility and other Municipal Codes, and all applicable State and Federal laws shall be complied with.
  - Substantial Evidence: Standardized condition to ensure the applicant understands the City's Municipal Code and all applicable State and Federal laws must be followed.
- 2. Compliance with the plan of operation is required at all times. Changes to the plan of operation, including any future changes to the agent/operator, shall be submitted to the Community and Economic Development Department for review and approval.
  - Substantial Evidence: Standardized condition that establishes parameters for the current application and identifies the process for review of any future changes to the special use.

# Special Use Permit #7-20 January 12, 2021 Page 4

3. Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division. Zoning Ordinance requirements and other departmental comments will be examined further during review of the Site Plan. The exact configuration of vehicle ingress/egress may differ from concept plan and will be reviewed as part of the Site Plan review process and in accordance with the Downtown Mobility Study.

Substantial Evidence: This condition provides notice to the applicant that Site Plan review is required for a new principal building or structure, as specified in the Zoning Ordinance. It also clarifies that the use approval is not strictly tied to the development plan drawings. The need to determine mutually agreeable points of access was also captured in the resolution approved by Common Council on October 21, 2020.

# CITY OF APPLETON RESOLUTION FOR SPECIAL USE PERMIT #7-20 PARKING RAMP 120 SOUTH ONEIDA STREET

**WHEREAS**, the YMCA of the Fox Cities has applied for a Special Use Permit for a parking ramp located at 120 South Oneida Street, also identified as Parcel Number 31-2-0052-00; and

**WHEREAS**, the location for the proposed parking ramp is located in the CBD Central Business District, and the proposed use may be permitted by Special Use Permit within this zoning district pursuant to Chapter 23 of the Municipal Code; and

**WHEREAS**, the City of Appleton Plan Commission held a public hearing on January 12, 2021 on Special Use Permit #7-20, at which all those wishing to be heard were allowed to speak or present written comments and other materials at the public hearing; and

**WHEREAS**, the City of Appleton Plan Commission has reviewed and considered the Community and Economic Development Department's staff report and recommendation, as well as other spoken and written evidence and testimony 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)(1-8) of the Municipal Code; and

**WHEREAS**, the City of Appleton Plan Commission reviewed the standards for imposing conditions on the Special Use Permit under Section 23-66(c)(5) of the Municipal Code, and forwarded Special Use Permit #7-20 to the City of Appleton Common Council with a <u>favorable conditional</u> or <u>not favorable</u> (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 January 20, 2021.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Common Council, based on Community and Economic Development Department's staff report and recommendation, as well as other spoken and written evidence and testimony presented at the public hearing and Common Council meeting, and having considered the recommendation of the City Plan Commission, that the Common Council:

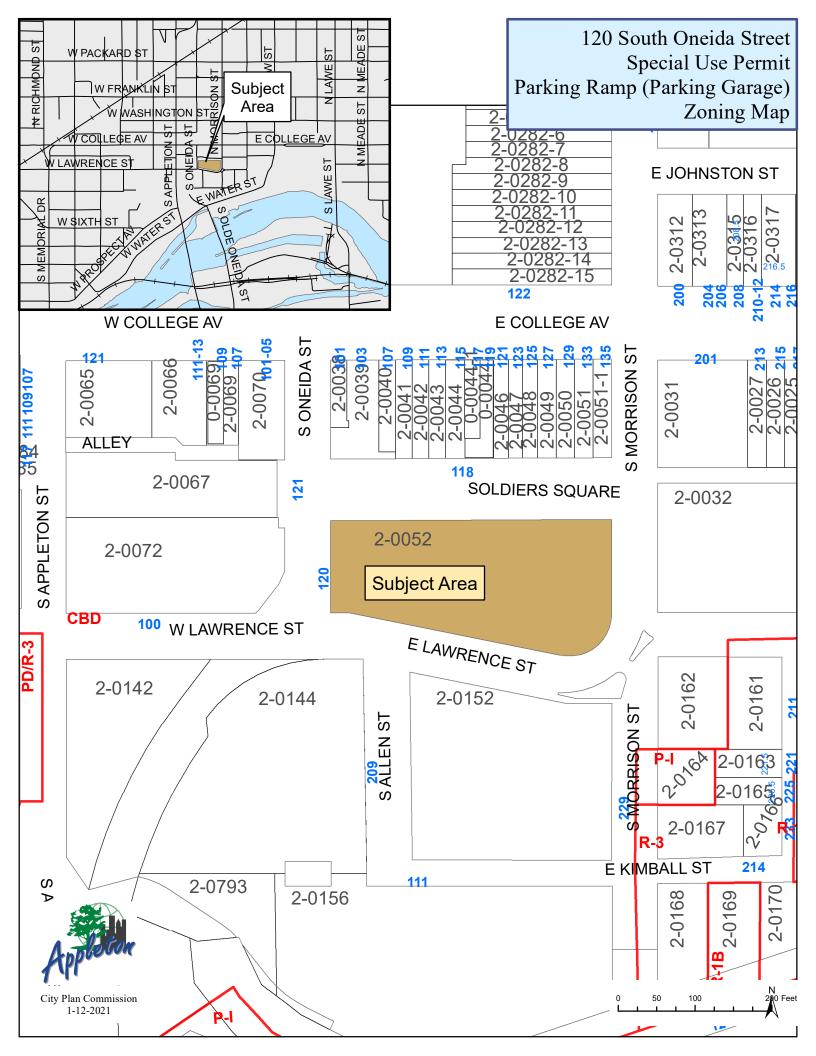
- 1. Determines all standards listed under Sections 23-66(e)(1-8) of the Municipal Code are found in the affirmative YES or NO (CIRCLE ONE)
- 2. If NO, the City of Appleton Common Council hereby denies Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street, also identified as Parcel Number 31-2-0052-00, based upon the following standards and determinations: (List reason(s) why the Special Use Permit was denied)
- 3. If YES, the City of Appleton Common Council hereby approves Special Use Permit #7-20 for a parking ramp located at 120 South Oneida Street, also identified as Parcel Number 31-2-0052-00, subject to the

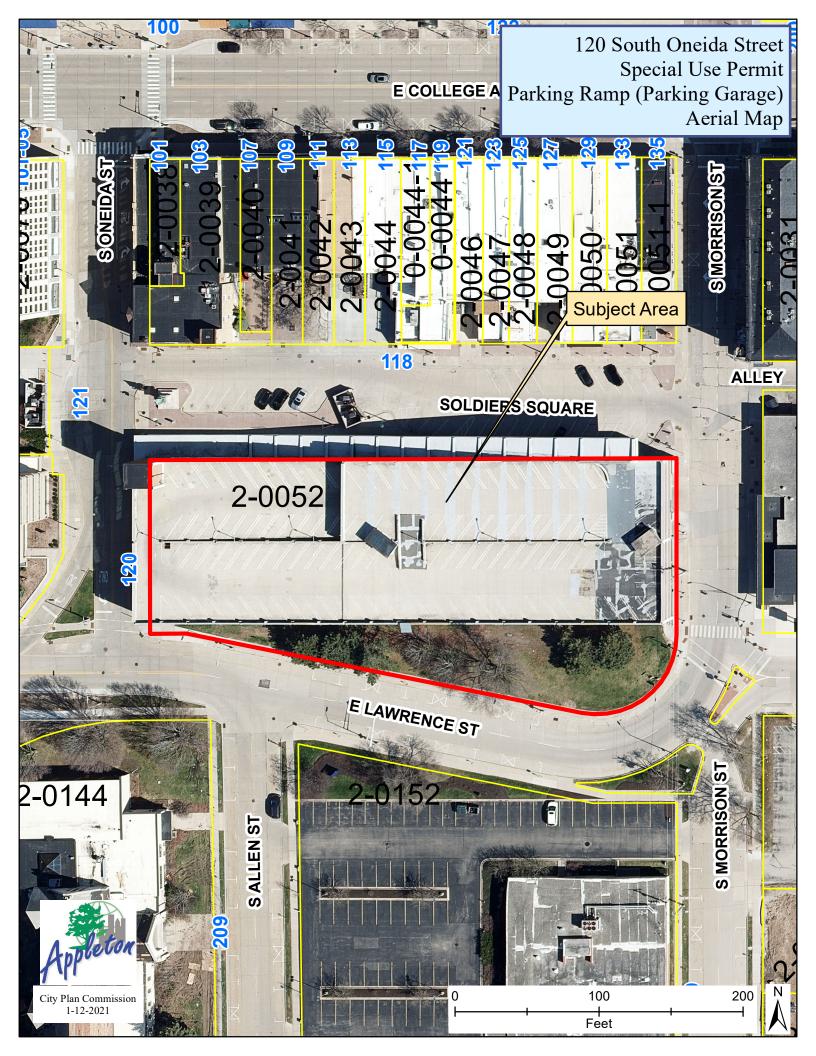
following conditions as they are related to the purpose of the City of Appleton Municipal Code and based on substantial evidence:

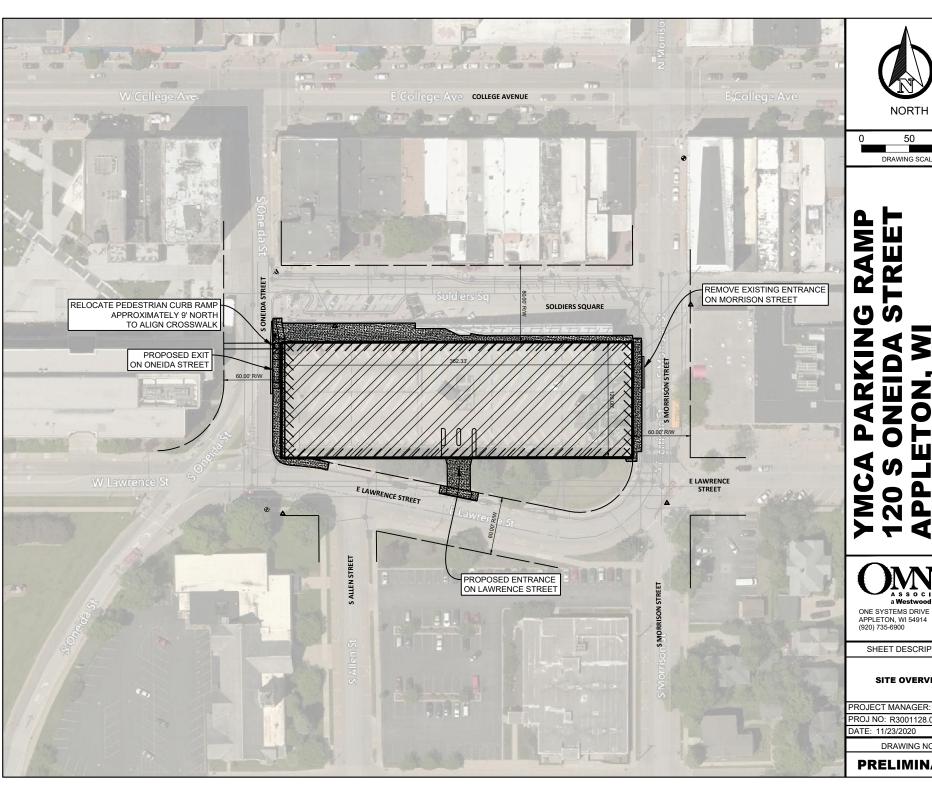
# CONDITIONS OF APPROVAL FOR SPECIAL USE PERMIT #7-20

- A. All Zoning, Building, Fire, Engineering, Utility and other Municipal Codes, and all applicable State and Federal laws shall be complied with.
- B. Compliance with the plan of operation is required at all times. Changes to the plan of operation, including any future changes to the agent/operator, shall be submitted to the Community and Economic Development Department for review and approval.
- C. Site Plan review and approval is required, pursuant to Section 23-570 of the Municipal Code, prior to the issuance of a building permit by the Inspections Division. Zoning Ordinance requirements and other departmental comments will be examined further during review of the Site Plan. The exact configuration of vehicle ingress/egress may differ from concept plan and will be reviewed as part of the Site Plan review process and in accordance with the Downtown Mobility Study.

ATTEST:	Jacob A. Woodford, Mayor
Kami Lynch, City Clerk	_







TREET

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DRAWING SCALE

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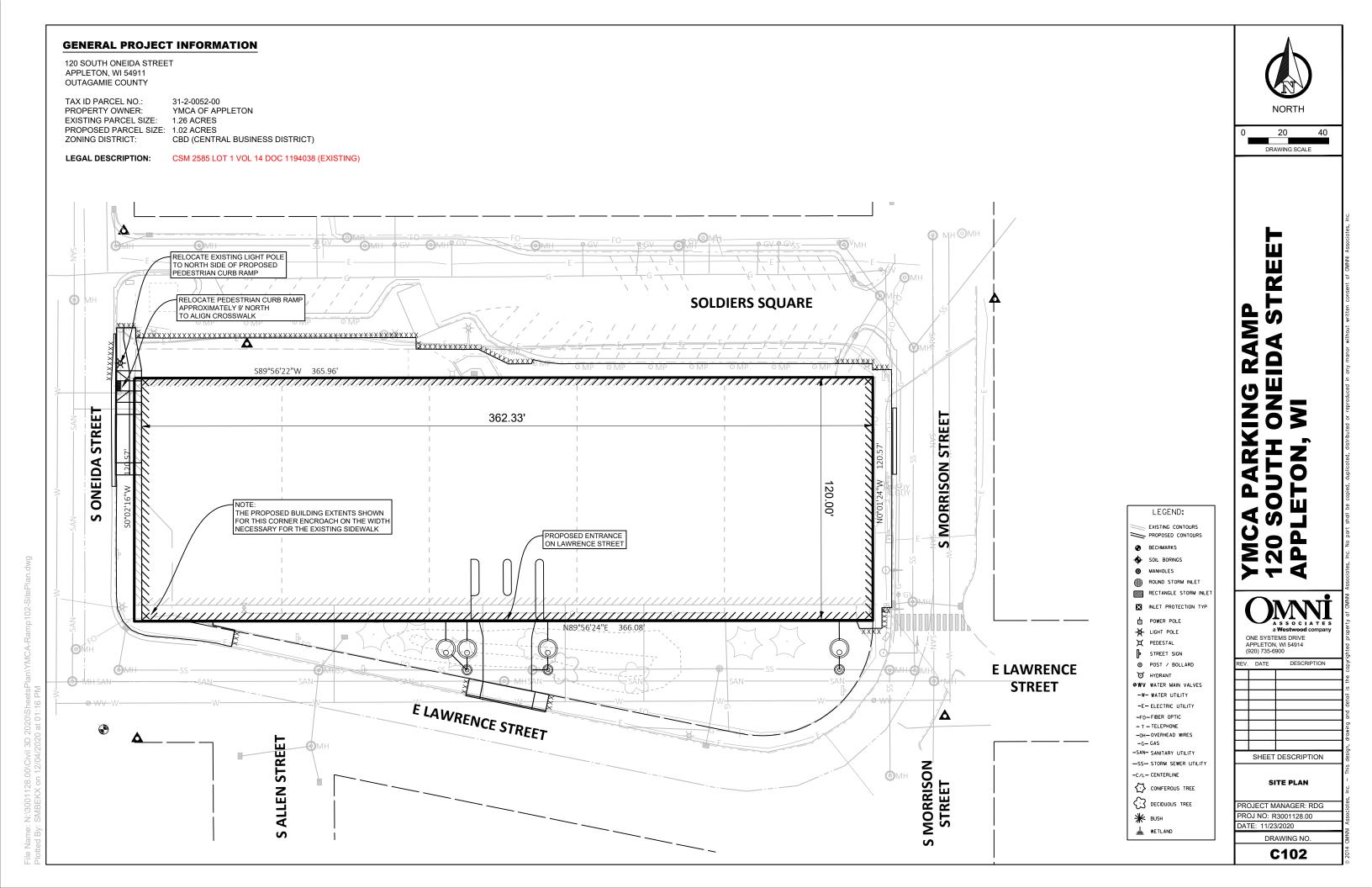
SHEET DESCRIPTION SITE OVERVIEW

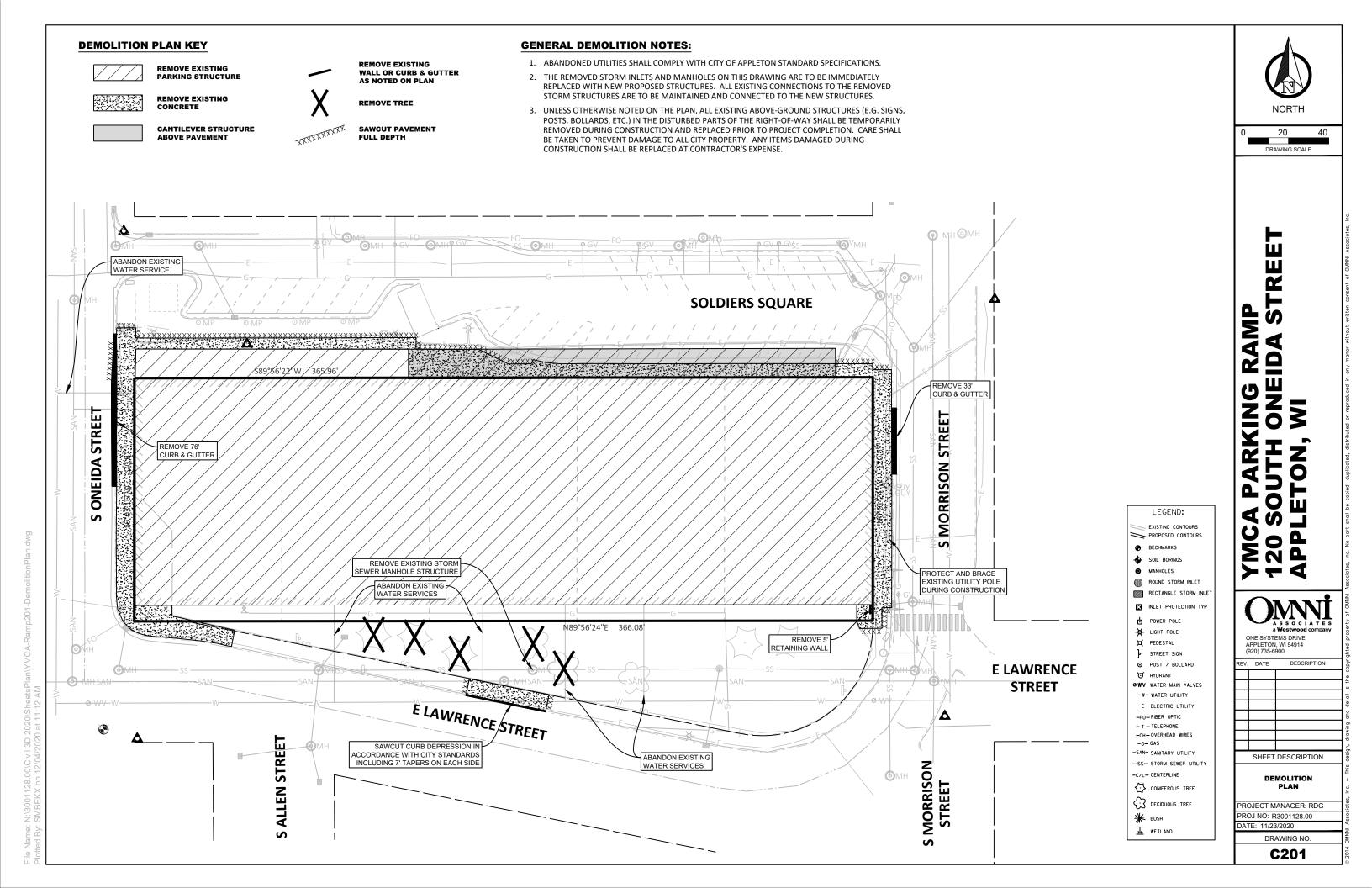
PROJECT MANAGER: RDG

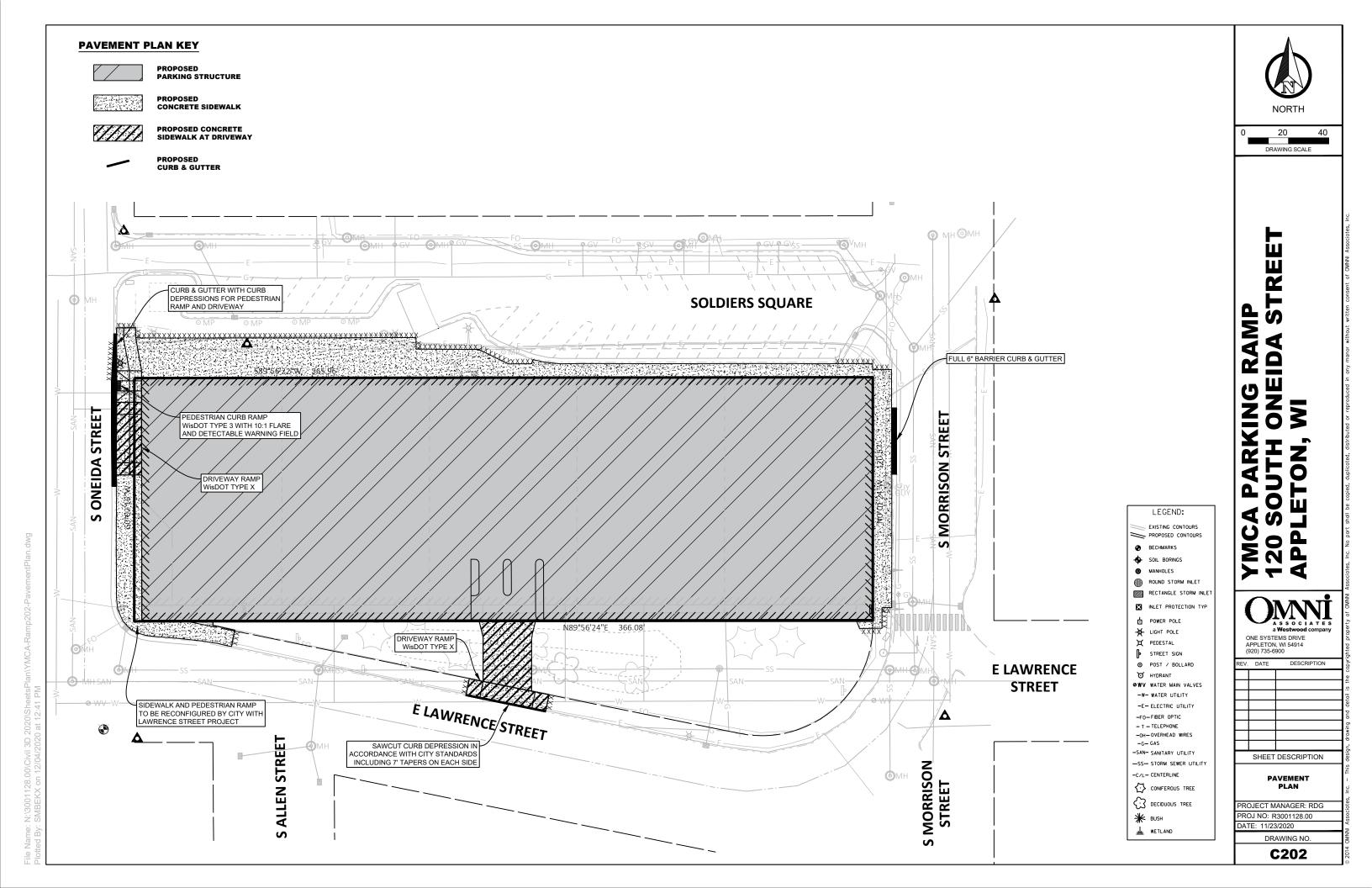
PROJ NO: R3001128.00 DATE: 11/23/2020

DRAWING NO.

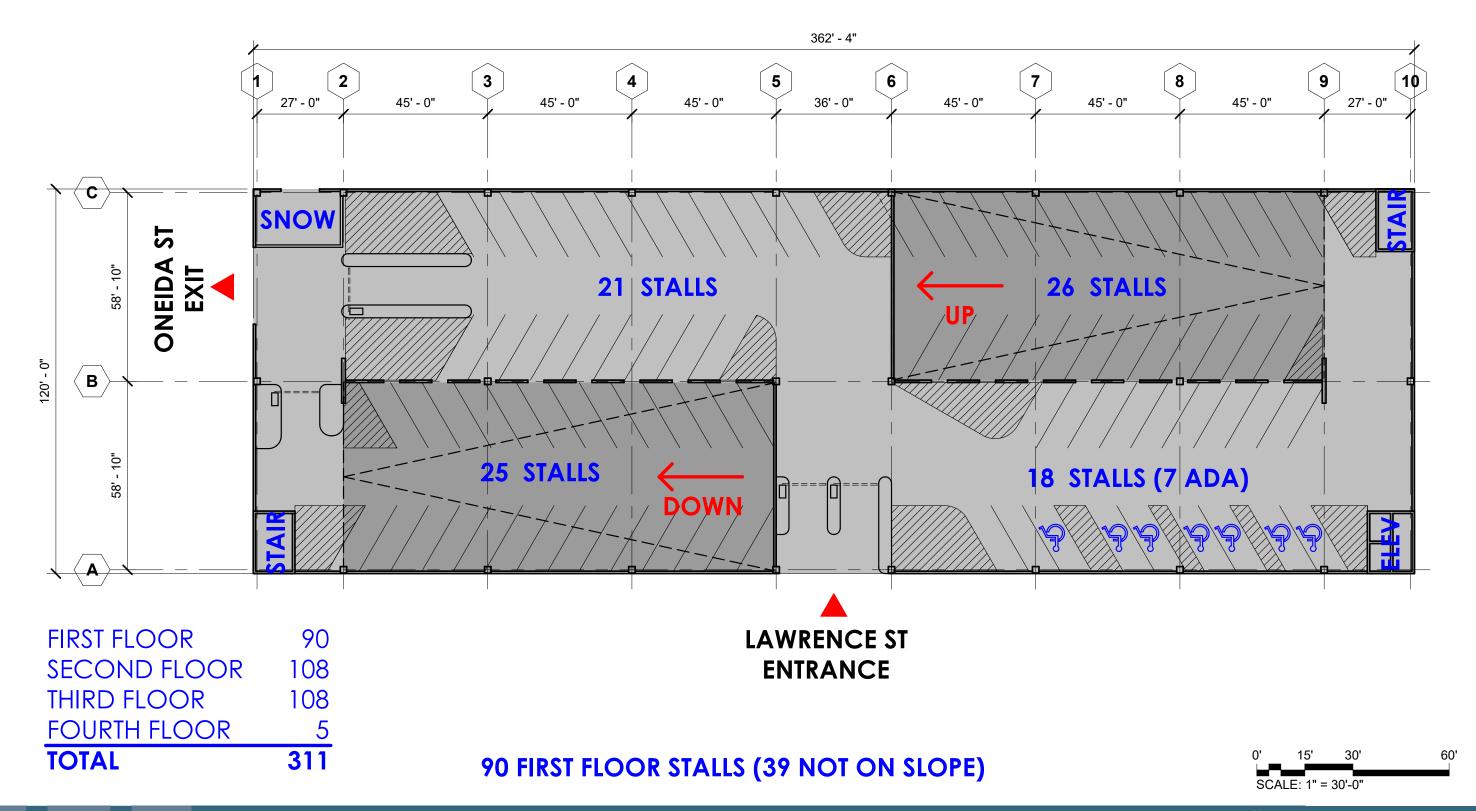
**PRELIMINARY** 



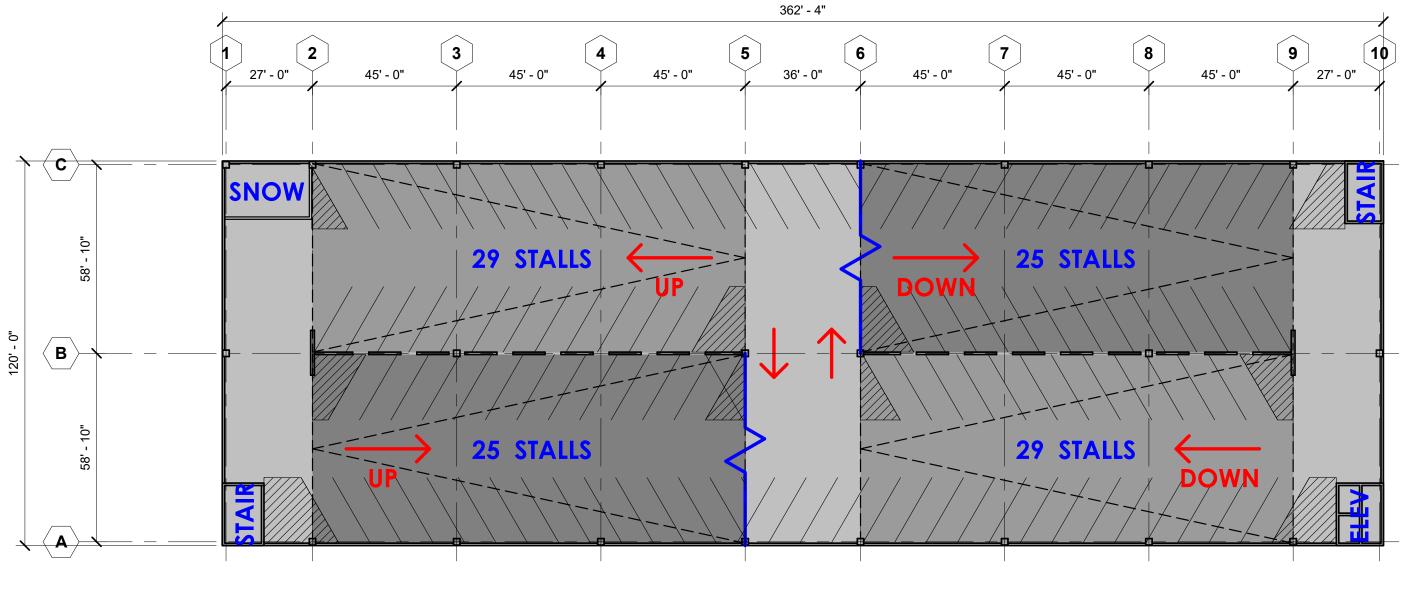




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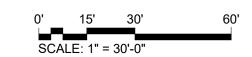


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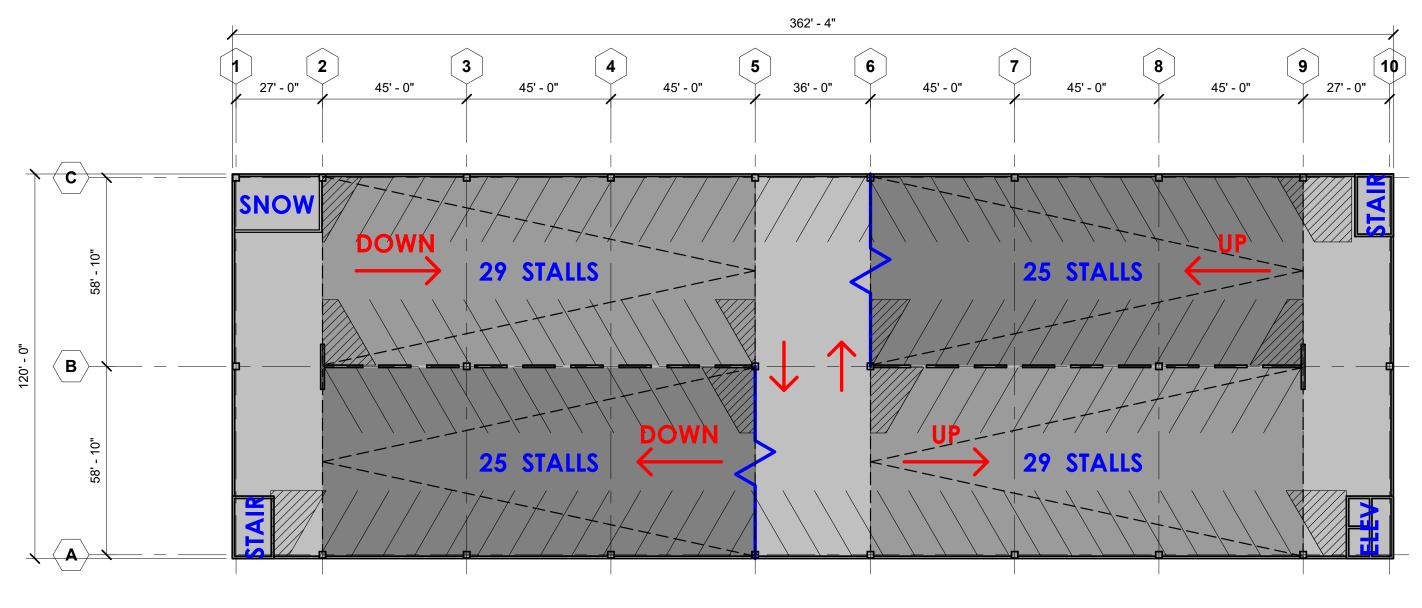


FIRST FLOOR 90 SECOND FLOOR 108 THIRD FLOOR 108 FOURTH FLOOR 5 TOTAL 311

**108 SECOND FLOOR STALLS** 

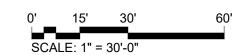


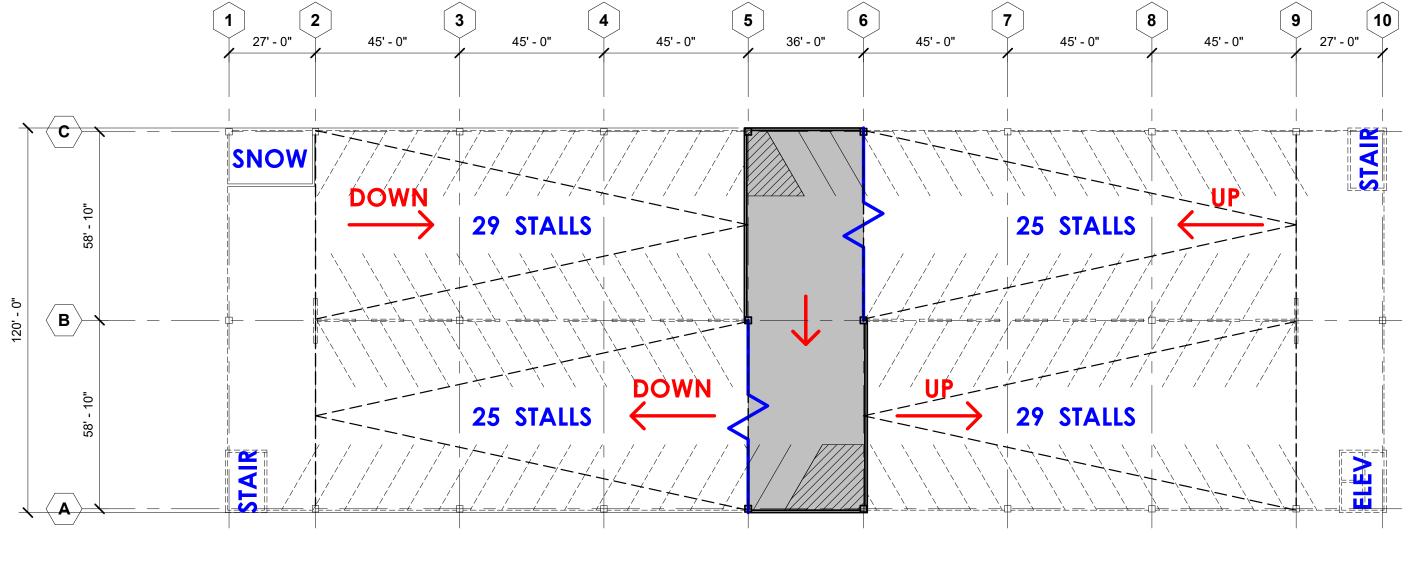
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FIRST FLOOR 90 SECOND FLOOR 108 THIRD FLOOR 108 FOURTH FLOOR 5 TOTAL 311

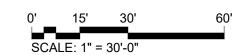
**108 THIRD FLOOR STALLS** 



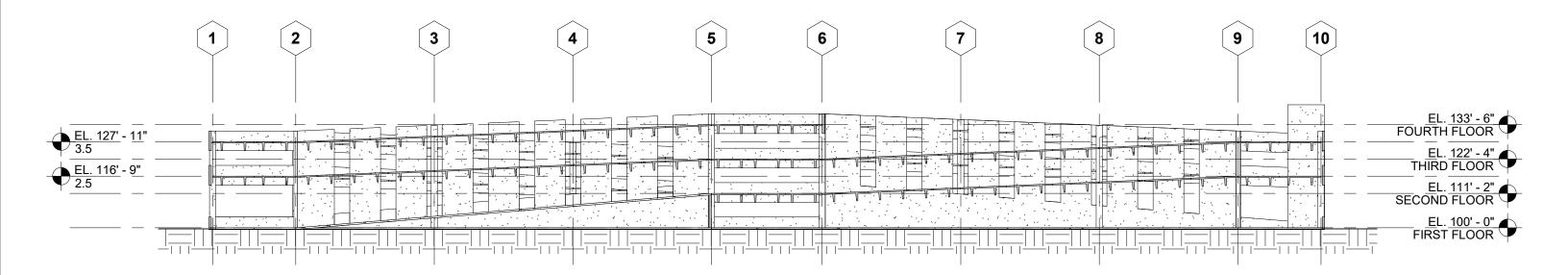


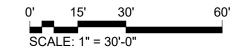
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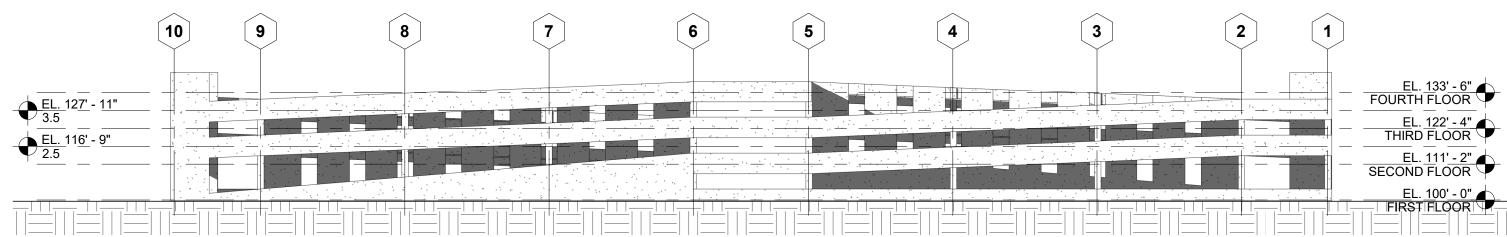
**5 FOURTH FLOOR STALLS** 

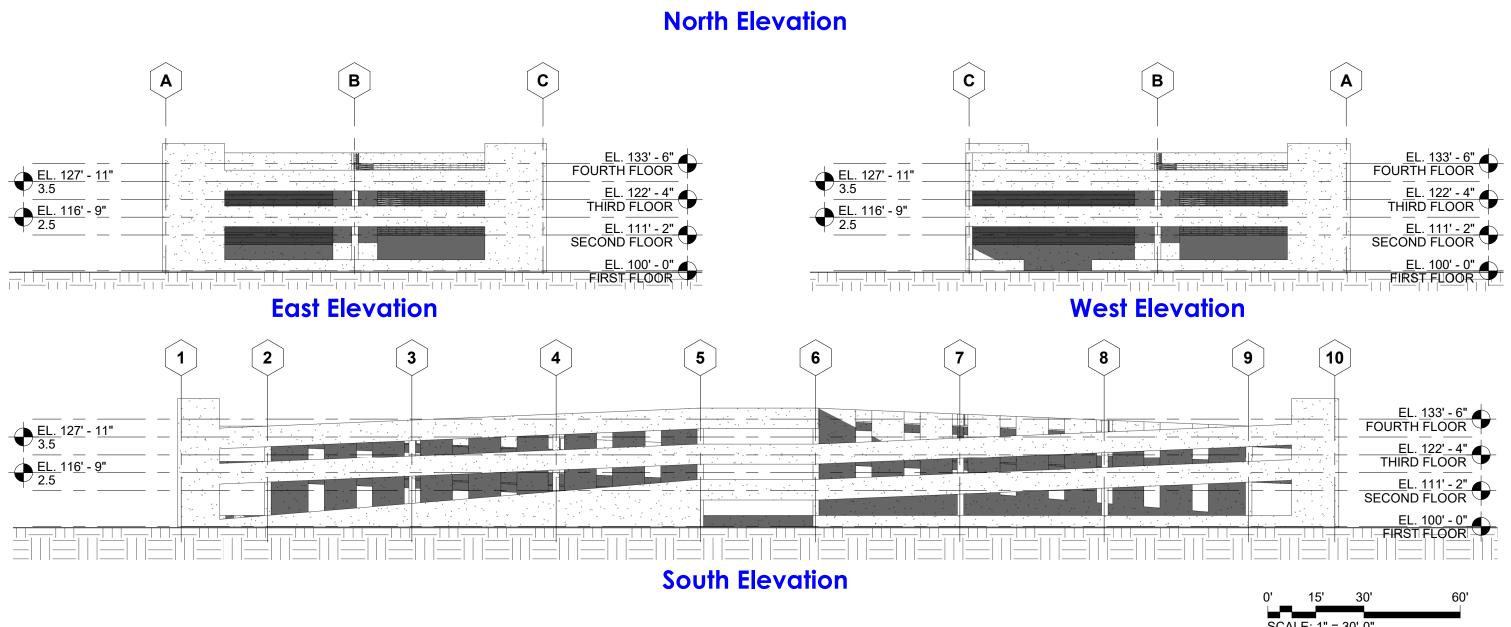


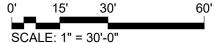
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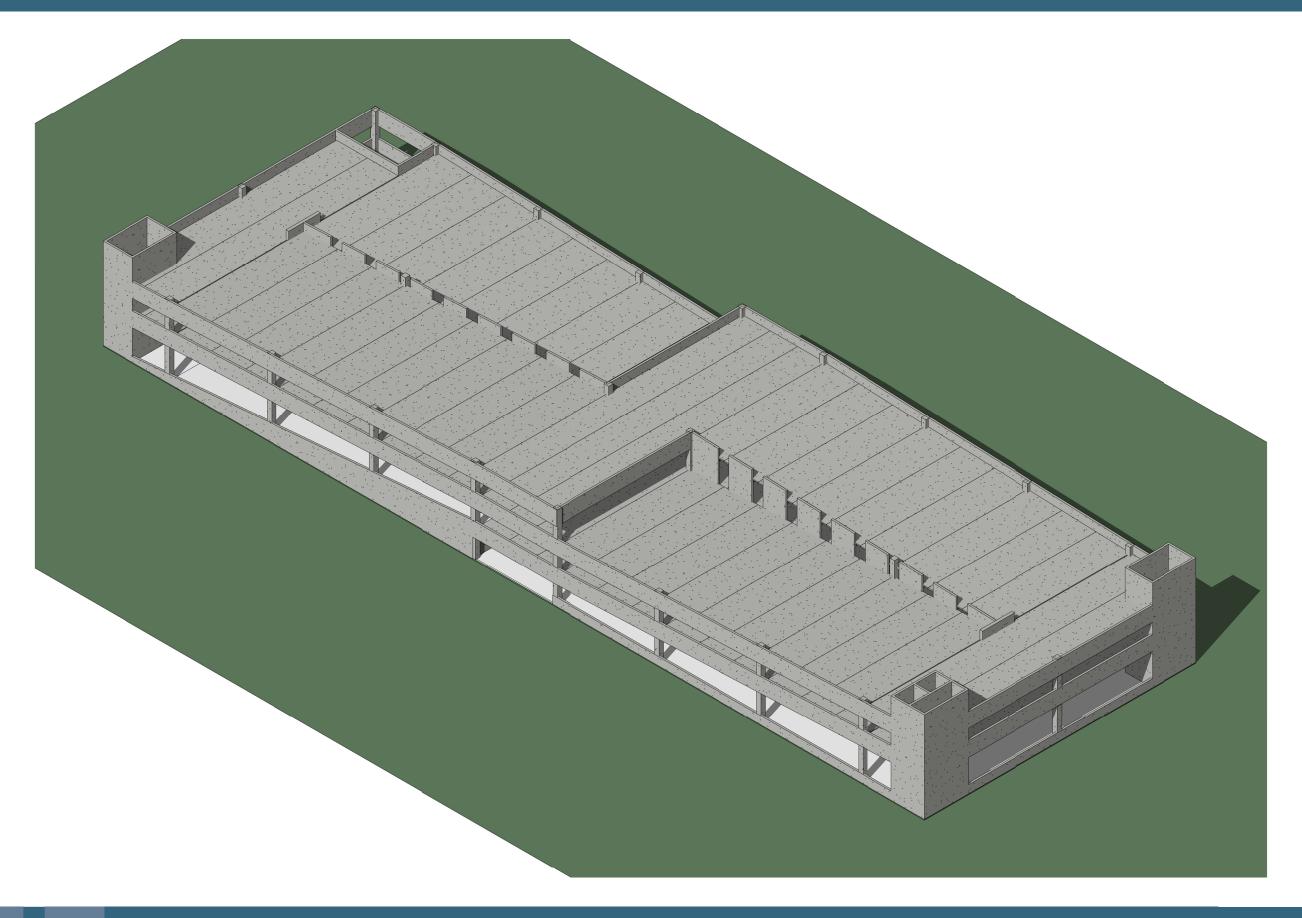








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20347-YMCA Ramp\20347-Arch-21 - Count Prestress V1.rvt

















# PLAN OF OPERATION AND LOCATIONAL INFORMATION

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ent (detailed explanation of bus	siness):
e YMCA of the Fox Cities	
on:	
From	То
12am	12am
age Areas:	
permitted to occupy the buildi al Building Code (IBC) or the I 675.00 persons	
g building(s):	
sed building(s):	
	ent (detailed explanation of buse e YMCA of the Fox Cities on:  From 12am 12am 12am 12am 12am 19am 19am 19am 19am 19am 10am 10am 10am 10am 10am 10am 10am 10

10-15 Gallons of fuel and oil within portable containers for service / maintenance vehicles, ground floor, northwest corner.

control them:
Comparable to current parking structure. No special control applications planned. Open parking structure with natural ventilation.
Noise:
Describe the noise levels anticipated from the proposed use and all mechanical equipment:
Vehicle traffic at low speeds, ±50-70 db, no different than current use and street traffic.
How will the noise be controlled?
No specific sound control measures proposed.
Outdoor Lighting:  Type: None
Location: None
Off-Street Parking:  Number of spaces existing on-site: 420.00  Number of spaces proposed on-site: 311.00

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

# **Street Access:**

Odor:

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?

Adjustments or creation of new curb cuts as required for entry and exit from structure. A turning lane off of E Lawrence Street would be desired / beneficial when reconfigured.

Outdoor Uses:				
Size: 0.00	square feet			
Type and location of outdoor storage area(s) of business property, goods, or merchandise not intended for customer viewing or immediate sale:				
N/A				
Type and height of screening of plantings/fencing/gating for outdoor storage area(s):				
N/A				
Type, location, size of outdoor property:	display area(s) of merchandise for sale or other business			
N/A				
Number of Employees:				
Number of existing employees:	0.00			
Number of proposed employee	es: 0.00			
Number of employees schedule	ed to work on the largest shift: 0.00			

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# **REPORT TO CITY PLAN COMMISSION**

Plan Commission Meeting Date: January 12, 2021

Common Council Meeting Date: January 20, 2021

**Item:** Cain Annexation (675 E. Edgewood Drive)

Case Manager: Jessica Titel

#### **GENERAL INFORMATION**

Owner/Applicant: Larry & Cheryl Cain

**Address/Parcel:** 675 E. Edgewood Drive (Town of Grand Chute Tax Id. 101038801)

**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 the existing single-family residence to be connected to the City sanitary sewer and water system.

**Population of Such Territory: 5** 

**Annexation Area:** 0.77 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 December 18, 2020, so this requirement will be satisfied prior to Common Council taking action at their January 20, 2021 meeting.

## **STAFF ANALYSIS**

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

- The area proposed for annexation is contiguous to the existing City boundary to the north (public right-of-way), south and east.
- 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 East Edgewood Drive. Annexation to the City of Appleton is required before the subject property could connect to the City sewer and/or water.
- Currently, the subject property consists of one single-family home and a detached accessory building.
- 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-1A 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: R-1A and Town of Grand Chute. The adjacent land use to the north is currently City of Appleton public right-of-way and residential (Town of Grand Chute).

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

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.

Cain Annexation January 12, 2021 Page 3

- 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 December 22, 2020 Technical Review Group meeting. No negative comments were received from participating departments.

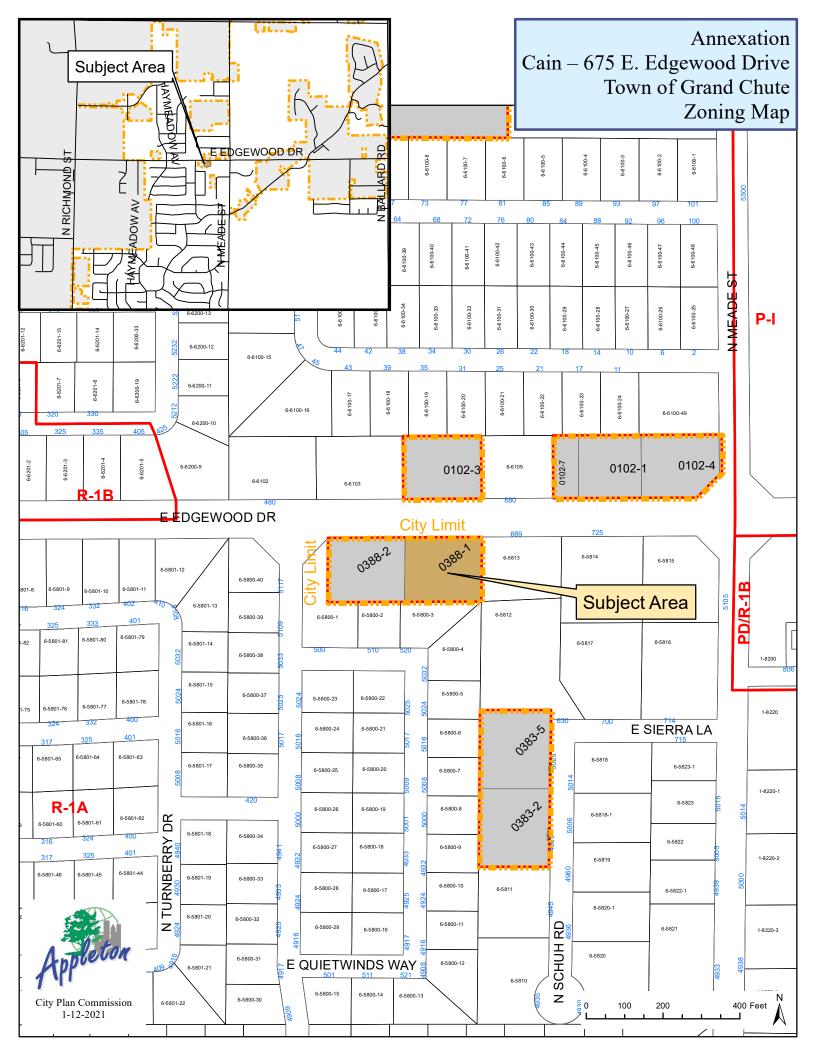
## **FUTURE ACTIONS**

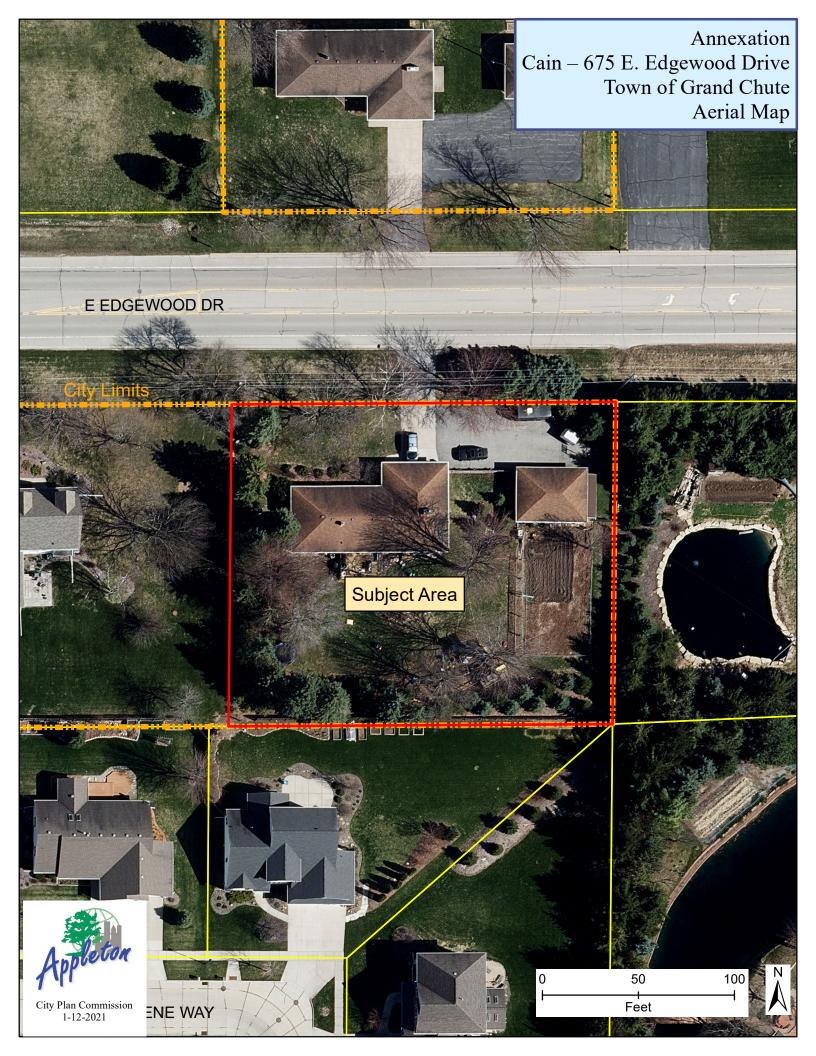
- Per Section 23-65(e) of the Municipal Code, a temporary zoning classification is assigned to newly
  annexed territory, with permanent zoning taking place following the annexation process. All territory
  annexed to the City is assigned a zoning classification as recommended by Plan Commission. The
  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;
  - o 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-1A 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 Cain Annexation (675 E. Edgewood Drive), 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-1A Single-Family District, pursuant to Section 23-65(d)(1) of the Municipal Code.







# PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES

I/We, the undersigned, constituting all of the sole owner of the real property and all of the electors that reside in the following territory of the Town of Grand Chute, Outagamie County, Wisconsin, 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.

The East 200 feet of the North 217.8 feet of the West One-half (W ½) of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section Eleven (11), Township Twenty-one (21) North, Range Seventeen (17) East, Town of Grand Chute, Outagamie County, Wisconsin, less that part reserved for highway purposes, containing 0.77 Acres of land m/l.

The current population of such territory is 5. The number of electors that reside on the lands to be annexed is 1.

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-1A Single-Family District.

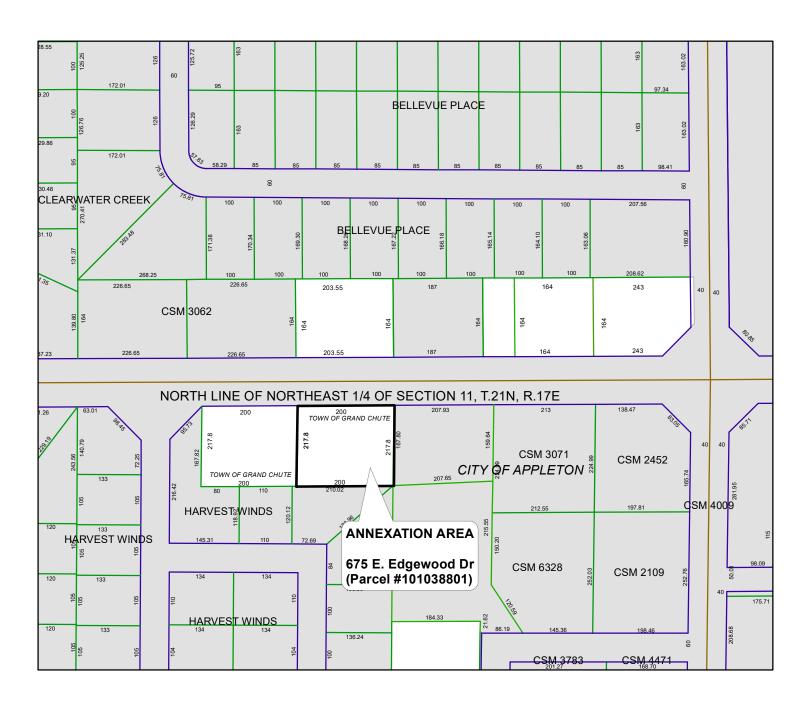
Area of lands to be annexed contains 0.77 acres m/l.

Tax Parcel number of lands to be annexed: 101038801

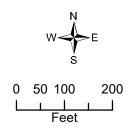
Signature of Petitioner	Owner/Elector	Date of Signing	Address of Petitioner (Include Zip Code)
Charyl S Cain	Owner (Larry W. & Cheryl S. Cain Revocable Trust 2012)	12/4/2020	818 E. Pondview Court Appleton, WI 54913
Cheryl Stelse Cain			
Larry William Cain	Owner (Larry W. & Cheryl S. Cain Revocable Trust 2012)	12/4/2020	818 E. Pondview Court Appleton, WI 54913
Larry William Cain			
han fluis	Elector	12/5/2020	675 E. Edgewood Drive Appleton, WI 54913
Trevor Schulz	COLUMN DESIGNATION OF THE PARTY	<b>经产品的基础</b>	

# ANNEXATION EXHIBIT

The East 200 feet of the North 217.8 feet of the West One-half (W ½) of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section Eleven (11), Township Twenty-one (21) North, Range Seventeen (17) East, Town of Grand Chute, Outagamie County, Wisconsin, less that part reserved for highway purposes, containing 0.77 Acres of land m/l.



BEARINGS ARE REFERENCED TO THE WISCONISN COUNTY COORDINATE SYSTEM OUTAGAMIE COUNTY, NORTH LINE OF NORTHEAST 1/4 OF SECTION 11, T.21N, R.17E Recorded to bear S89,14'49"E



CITY OF APPLETON
DEPT OF COMMUNITY
AND ECONOMIC DEVELOPMENT
GIS DIVISION
100 NORTH APPLETON STREET
APPLETON WI 54911
920-832-6468
MAPPED BY J SCHNEIDER
LEGAL DESC BY T KROMM
Date: 12/3/2020



# MEMORANDUM

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

TO: City Plan Commission

FROM: David Kress, Principal Planner

DATE: January 7, 2021

RE: Restriction Release – First Addition to Clearwater Creek

The First Addition to Clearwater Creek Final Plat was approved by the Common Council on June 18, 2008. The subdivision plat was recorded with the Outagamie County Register of Deeds on July 16, 2008. This plat established an access restriction for certain lots with frontage on Haymeadow Avenue.

The owner/agent of Lot 91 of First Addition to Clearwater Creek (Tax Id #31-6-6200-91) recently provided a request to the Department of Public Works, seeking a release of the access restriction for that particular parcel. The owner/agent request is attached. Also attached is a copy of the recorded plat with the restriction release area highlighted.

An Affidavit of Correction is the instrument needed to complete a restriction release, per the Wisconsin Platting Manual. Pursuant to Wisconsin Statutes §236.295(2)(a), each affidavit correcting a plat that changes restrictions for public benefit must be approved by the governing body of the municipality in which the subdivision is located. The requested restriction release appears before Plan Commission and Common Council, since that is the same manner in which the plat was originally approved. The restriction release is also going to the Municipal Services Committee, with a staff recommendation to approve.

#### **RECOMMENDATION:**

The access restriction release for Lot 91 of First Addition to Clearwater Creek (Tax Id #31-6-6200-91), as requested and shown on the attached map, pending approval by the Municipal Services Committee, **BE APPROVED** subject to the following condition:

1. To formalize the restriction release, the owner/agent is responsible for completing and recording an appropriate correction instrument with the Outagamie County Register of Deeds.

#### **David Kress**

**Subject:** FW: Formal request

#### Begin forwarded message:

From: Jill Hendricks < jill@visionrealtyanddev.com>

Date: January 7, 2021 at 8:33:51 AM CST

To: Paula Vandehey < Paula. Vandehey@appleton.org >

Cc: Kurt Craanen < Kurt. Craanen@appleton.org >, Phil Lasee < phil@laseeconstruction.com >

**Subject: Formal request** 

Paula:

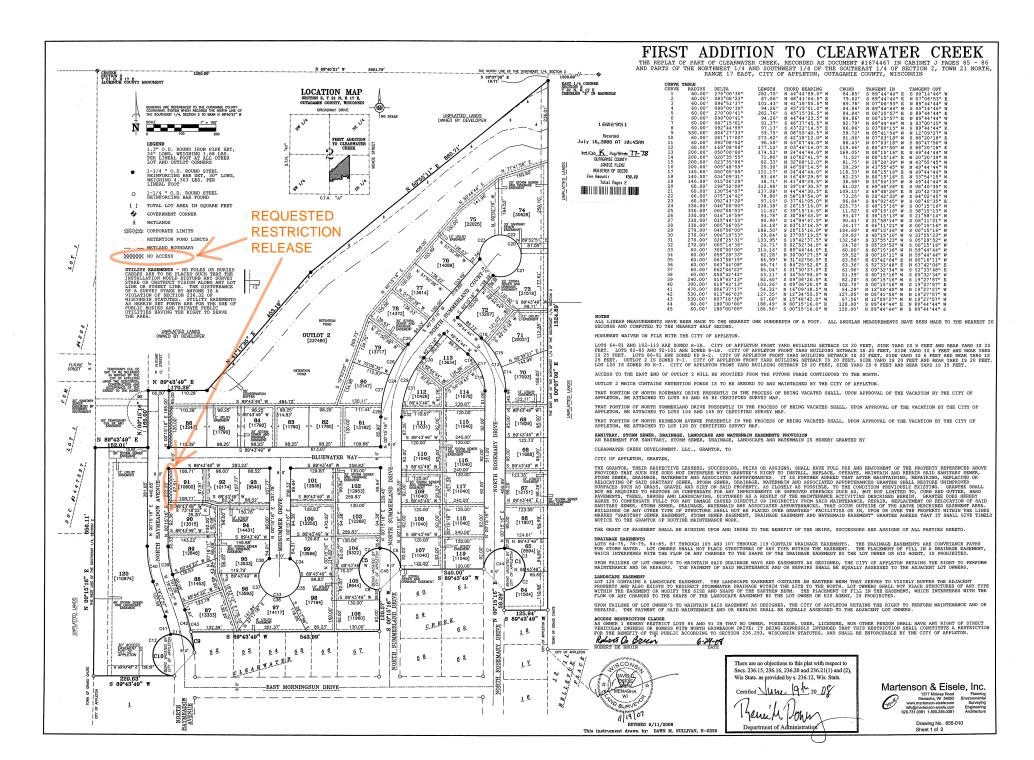
This is a formal request to put this request on the agenda for Municipal services. Lot 91 Clearwater Creek

My builder who is building a home on lot 91, hired Davel to do a site plan and there is a three foot drop from South to North. There is a deed restriction on lot 91 that the drive way must come off Bluewater way, however that poses a problem with elevation of garage vs. home and the sale ability of the spec with 4 to 5 foot steps leading from the garage into the home. We are requesting a variance for the driveway to come off of Haymeadow.

Thank you Jill



Jill Hendricks
Vision Realty & Development LLC
PO Box 225
2100 Freedom Rd
Little Chute, WI 54140
920-687-7070 Office
920-676-4788 Cell



## FIRST ADDITION TO CLEARWATER CREEK

THE REPLAT OF PART OF CLEARWATER CREEK, RECORDED AS DOCUMENT #1674467 IN CABINET J PAGES 85 - 86 AND PARTS OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWN 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTGAME COUNTY, WISCONSIN, WISCONSIN,

SURVEYORS CERTIFICATION
I, DAVID D. EISELE, WISCONSIN REGISTERED LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED, AND MAPPED PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWN 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN DESCRIBED AS FOLLOWS:

INCLUDENT AND SOLVERION, DIVILED, AND DAMPED PART OF THE MORTHMENT 1/4 AND SOUTHEAST 1/4 OF SECTION 2,

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

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

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

GIVEN UNDER MY HAND THIS 19th DAY OF NOVEMBER, 2007.

DAVID D. EISELE, R.L.S.



COMPORATE ORDERS GENERIFICATE OF DEDICATION
CLEMENTER CREEK DEVISIONENT, LL., A COMPORATION DULY ESTABLISHED AND EXISTING UNDER AND BY VIETUE OF THE LAWS OF THE
STATE OF WISCONSIN, AS OWNER, DOES HERBEY CERTIFY THAT SAID CLEARWATER CREEK EVENLOMENT, LLC., CAUSED THE LAND ABOVE
DESCRIBED TO BE SUMPRIED, DIVIDED, MARPED AND DEDICATED ALL AS SHOWN AND REPRESENTED ON THIS FLAT.

CLEARWATER CREEK DEVELOPMENT, 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:

CITY OF APPLETON DEPARTMENT OF ADMINISTRATION

Rubert Co Brici

STATE OF WISCONSIN )
Outagamil County )

Mother Fibri Condition of Commission Experses 12-25-80//

COMBENT OF CORFORATE MORTGAGES

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OF THE LANGS HERE IN DESCRIBED, DOES HEREBY COMSENT TO THE SUMPLING, DIVIDING, MAPPED AND BEDICATION OF THE LANGS
BESCRIBED ON HIS PLAT, AND DOES HEREBY LONSENT TO THE AUDIO CENTIFICATE OF CLEANANTHER CREEK DEVELOPMENT, LLC. IN WITHES
WEERLOP, THE SAID H & 1 BANK, HAS CAUSED THESE PRESENTS TO BE SIGNED BY WHITE-DOTP, THIS ZETA DAY OF THE

Shannon Harrigan VICE PRESIDENT SHANNON HARRIGAN U

STATE OF WISCONSIN ) SS

PERSONALLY CAME BEFORE ME THIS 25 DAY OF JUNE , 2008, THE ABOVE OWNER TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FORESOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

A. Jorran My commission expires 11/08/10

COMMON COUNCIL RESOLUTION
RESOLUTION
RESOLUTION THAT THE FIRST ADDITION TO CLEARWATER CREEK, IN THE CITY OF APPLETON, IS HEREBY APPROVED BY THE COMMON COUNCIL OF
THE CITY OF PROPERTY.

SIGNED LIMITAN HAVOR

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

DATE Le- 1808mm SIGNED Mary Wendell CITY CLERK Llipaty

CITY TREASURER'S CERTIFICATE

BEING THE DULY QUALIFIED AND ACTING TREASURER OF THE CITY OF APPLETON. DO HEREBY CERTIFY

THAT THE THE FEECONES HE MY OFFICE, THERE ARE NO UNFALD TAXES OR UNFALD SECULA ASSESSMENTS AS OF

ON ANY OF THE LAND INCLUDED IN THE FIRST ADDITION TO CLEARWATER CREEK.

DATE 115 04 SIGNED JULY TREASURER

COUNTY TREASURER'S CERTIFICATE STATE OF WISCONSIN )

OUTAGAMIE COUNTY ) SS

The Muniford Being the duty elected, qualified and acting treasurer of the county of optagamie, to describe that the theory of the county of optagamie, as the county of the county of optagamie, as the county of the county of optagamie, as the county of t

DATE 7/16/08 SIGNED Dina Mumford COUNTY TREASURER

UTILITY EASEMENT PROVISIONS AN EASEMENT FOR ELECTRIC, NATURAL GAS AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY

CLEARWATER CREEK DEVELOPMENT, LLC., GRANTOR, TO

WISCONSIN ELECTRIC POWER COMPANY AND WISCONSIN GAS, LLC, WISCONSIN CORPORATIONS DOING BUSINESS AS WE ENERGIES, WISCONSIN BELL, INC., D.B.A. SBC WISCONSIN, A WISCONSIN CORPORATION,

AND TIME WARNER ENTERTAINMENT COMPANY, L.P., GRANTEES,

THEW RANGES ENTERTAINMENT COMPANY, L.P., GRANTEES, THE REAL SECRETIVE SUCCESSOR AND ASSIGN, 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 PROPERTY SHOWN THAT IN THE PROPERTY SHOWN WITHIN THOSE AREAS ON THE FLAT DESIGNATED AS "UTILITY RESEMBNY, MINUTED AS SECRETIVE SHOWN OF THE PROPERTY SHOWN WITHIN THOSE AREAS ON THE FLAT DESIGNATED AS "UTILITY RESEMBNY OF INSTALL SERVICE CONNECTIONS UPON, ADDRESS WHITHIN AND REBREATH HIS UNDERGROUP OF EACH OUT TO SERVE HEAVERS. THE GRANTED AS "UTILITY RESEMBNY ON INSTALL SERVICE CONNECTIONS UPON, ADDRESS WHITHIN AND REBREATH HIS UNDERGROUP OF EACH OUT TO SERVE HEAVERS. THE GRANTED AS "UTILITY RESEMBNY ON INSTALL SERVICE CONNECTIONS UPON, ADDRESS WHITHIN AND REBREATH HIS UNDERGROUP OF EACH OF TO SERVE HEAVERS. THE FIGHT TO PERFORM WHITHIN AND REPRESENT HIS UNDERGROUP OF PROPOSES. THE GRANTES AND THE RESEMBLY HE SHAPE OF THE PROPERTY, AS NEARLY AS IS REACCHARLY FOR SILE, TO THE CONDITION EXISTING PRIOR TO RESOURCE OF CAUSE TO INVITE SERVICE AND ADDRESS OF THE GRANTES AND ADDRESS OF THE GRANTES AND ADDRESS OF THE PROPERTY, AS NEARLY AS IS REACCHARLY FOR ALL SHAPE AND ADDRESS. THE GRANTES AND ADDRESS OF THE STRUCK OF THE PROPERTY HINDRESS OF THE STRUCK OF THE PROPERTY HINDRESS OF THE STRUCK OF THE PROPERTY HINDRESS OF THE STRUCK OF THE SUBJECTIVE OF THE PROPERTY HINDRESS OF THE STRUCK OF THE SUBJECTIVE OF THE SUBJECTIVE

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

Robert De Bruin

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 June 19th, 20 08

Kena M. Honey

Department of Administration

Martenson & Eisele, Inc.

1377 Midway Road
Mensaha, Wi 54962
www.martenson-eisela.com
info@martenson-eisela.com
info@marte

Drawing No. 655-010

This instrument drawn by: DAWN M. SULLIVAN, S-2325