



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.*

Wednesday, May 12, 2021

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 3:30 p.m.

2. Roll call of membership

Commissioner Dane arrived at 3:33 p.m.

Present: 6 - Palm, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins

Others present:

Joe Truehart, Hoffman Planning, Design & Construction

Mike Kohlbeck, McMahon Associates, Inc.

3. Approval of minutes from previous meeting

[21-0588](#)

City Plan Minutes from 4-13-21

Attachments: [City Plan Minutes 4-13-21.pdf](#)

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

Aye: 5 - Palm, Mayor Woodford, Fenton, Buetow and Uitenbroek

Excused: 1 - Robins

Absent: 1 - Dane

4. Public Hearings/Appearances

[21-0589](#)

Rezoning #4-21 to rezone 15 parcels in the area generally located south of Lawrence Street, west of Durkee Street, north of Water Street, and east of Morrison Street (Tax Id #31-2-0159-00, #31-2-0160-00, #31-2-0161-00, #31-2-0163-00, #31-2-0164-00, #31-2-0165-00, #31-2-0166-00, #31-2-0167-00, #31-2-0168-00, #31-2-0169-00, #31-2-0170-00, #31-2-0171-00, #31-2-0172-00, #31-2-0173-00, and #31-2-0174-00), including to the centerline of the adjacent South Morrison Street, East Lawrence Street, South Durkee Street, East Water Street, East Kimball Street, and South Oak Street right-of-way, as shown on the attached maps, from R-1B Single-Family District, R-3 Multi-Family District, and P-I Public Institutional District to CBD Central Business District (Associated with Action Item #21-0590)

Attachments: [InformalPublicHearingNotice_USVenture_Rezoning#4-21.pdf](#)

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

[21-0591](#)

The street discontinuance to vacate portions of South Oak Street and East Kimball Street public right-of-way, generally located south of East Lawrence Street and east of South Morrison Street, subject to the condition in the attached staff report, and adopt the Initial Resolution and exhibit map (Associated with Action Item #21-0592)

Attachments: [InformalPublicHearingNotice_OakStKimballSt_StreetVacation.pdf](#)

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

5. Action Items

[21-0590](#)

Request to approve Rezoning #4-21 to rezone 15 parcels in the area generally located south of Lawrence Street, west of Durkee Street, north of Water Street, and east of Morrison Street (Tax Id #31-2-0159-00, #31-2-0160-00, #31-2-0161-00, #31-2-0163-00, #31-2-0164-00, #31-2-0165-00, #31-2-0166-00, #31-2-0167-00, #31-2-0168-00, #31-2-0169-00, #31-2-0170-00, #31-2-0171-00, #31-2-0172-00, #31-2-0173-00, and #31-2-0174-00), including to the centerline of the adjacent South Morrison Street, East Lawrence Street, South Durkee Street, East Water Street, East Kimball Street, and South Oak Street right-of-way, as shown on the attached maps, from R-1B Single-Family District, R-3 Multi-Family District, and P-I Public Institutional District to CBD Central Business District

Attachments: [StaffReport_USVenture_Rezoning_For05-12-21.pdf](#)

Proceeds to Council on June 2, 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, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins

[21-0592](#)

Request to approve the street discontinuance to vacate portions of South Oak Street and East Kimball Street public right-of-way, generally located south of East Lawrence Street and east of South Morrison Street, subject to the condition in the attached staff report, and adopt the Initial Resolution and exhibit map

Attachments: [StaffReport_OakStKimballSt_StreetVacation_For05-12-21.pdf](#)

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

Aye: 6 - Palm, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins

[21-0593](#)

Request to approve the dedication of land for public right-of-way for East Lawrence Street, generally located south and east of the intersection of Morrison Street and Lawrence Street (part of Tax Id #31-2-0162-00, #31-2-0161-00, #31-2-0159-00, and #31-2-0160-00), as shown on the attached maps and subject to the conditions in the attached staff report

Attachments: [StaffReport_LawrenceEastOfMorrison_StreetDedication_For05-12-21.pdf](#)

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

Aye: 6 - Palm, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins

[21-0594](#)

Elect Vice Chair

Commissioner Fenton was elected as Vice-Chair.

Buetow nominated Fenton to be the Vice Chair. No other nominations were received. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins

6. Information Items

[21-0595](#)

Confirm Meeting Date & Time

The City Plan Commission will continue to meet at 3:30 p.m. on Wednesdays of the week following Council.

[21-0596](#)

Designate Contact Person

Director Karen Harkness will continue to be the designated Contact Person.

[21-0597](#)

Virtual Neighborhood Program Spring Meeting on Thursday, May 20, 2021 from 6:00 - 7:30 p.m.

Attachments: <https://www.appleton.org/residents/neighborhood-program>

This item was presented.

7. Adjournment

Uitenbroek moved, seconded by Fenton, that the meeting be adjourned at 3:43 p.m. Roll Call. Motion carried by the following vote:

Aye: 6 - Palm, Mayor Woodford, Fenton, Buetow, Dane and Uitenbroek

Excused: 1 - Robins