



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes - Final City Plan Commission

Wednesday, May 13, 2026

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order by Chair Mayor Woodford at 3:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Present: 6 - Robins, Mayor Woodford, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

Others present:

Alderman Patrick Hayden, District #7

Alderman Adrian Stancil-Martin, District #11

Martha Carpenter

Eric Broten

Jack Herkowski

Hilary Webster, 837 E. South Street

Janice Ruechel, 820 E. South Street

Benjamin Sumnicht, 826 E. South Street

Kristin Efthimiou, 804 E. South Street

Joseph King, Lawrence University

Alex Zelinski, 832 E. South Street

Greg Johnson, Ehlers Public Finance Advisors

4. Approval of minutes from previous meeting

[26-0580](#)

City Plan Minutes from 4-22-26

Attachments: [City Plan Minutes 4-22-26.pdf](#)

Neuberger moved, seconded by Robins, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 6 - Robins, Mayor Woodford, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

5. Public Hearing/Appearances

[26-0581](#)

Rezoning #2-26 for the subject parcel located at 816 East South Street (Tax Id #31-1-0550-00), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from P-I Public Institutional District to R-2 Two-Family District (Associated with Action Item #26-0582)

Attachments: [PublicHearingClass2NoticeNewspaper_816ESouthSt_Rezoning2-26.pdf](#)
[PublicHearingNoticeNeighborhood_816ESouthSt_Rezoning2-26.pdf](#)

This public hearing was held and 5 people spoke.

This public hearing was held, and 5 people spoke on the item.

[26-0583](#)

Rezoning #3-26 for the subject parcels located at 209 North Union Street (Tax Id #31-1-0316-00), 217 North Union Street (Tax Id #31-1-0318-00), 221 North Union Street (Tax Id #31-1-0319-00) and 229 North Union Street (Tax Id #31-1-0322-00), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from P-I Public Institutional District to R-2 Two-Family District (Associated with Action Item #26-0584)

Attachments: [PublicHearingClass2NoticeNewspaper_NUnionSt_Rezoning3-26.pdf](#)
[PublicHearingNoticeNeighborhood_NUnionSt_Rezoning3-26.pdf](#)

This public hearing was held and no one spoke.

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

[26-0585](#)

Proposed district boundaries and the project plan for the proposed creation of Tax Incremental District No. 14 generally located north of Interstate 41, east of North Meade Street, west of North Ballard Road, and south of Edgewood Drive, in the City of Appleton, Wisconsin (Associated with Action Item #26-0586)

Attachments: [Legal Notice of Public Hearing and JRB TID 14.pdf](#)

This public hearing was held and no one spoke.

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

6. Action Items

[26-0582](#)

Request to approve Rezoning #2-26 for the subject parcel located at 816 East South Street (Tax Id #31-1-0550-00), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from P-I Public Institutional District to R-2 Two-Family District

Attachments: [StaffMemo_816 E. South St Rezoning_For05-13-26.pdf](#)

Neuberger moved, seconded by Lambrecht, that Rezoning #2-26 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Robins, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

Abstained: 1 - Mayor Woodford

[26-0584](#)

Request to approve Rezoning #3-26 for the subject parcels located at 209 North Union Street (Tax Id #31-1-0316-00), 217 North Union Street (Tax Id #31-1-0318-00), 221 North Union Street (Tax Id #31-1-0319-00) and 229 North Union Street (Tax Id #31-1-0322-00), including to the centerline of the adjacent street right-of-way, as shown on the attached maps, from P-I Public Institutional District to R-2 Two-Family District

Attachments: [StaffMemo N. Union St Rezoning_For05-13-26.pdf](#)

Lambrecht moved, seconded by Robins, that Rezoning #3-26 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Robins, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

Abstained: 1 - Mayor Woodford

[26-0586](#)

Request to approve the Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 14 generally located north of Interstate 41, east of North Meade Street, west of North Ballard Road, and south of Edgewood Drive, in the City of Appleton, Wisconsin

Attachments: [StaffMemo_TID 14_PC 5-13-26.pdf](#)
[Resolution_City Plan Commission_TID 14.pdf](#)
[TID 14 Project Plan Draft 2026-4-27.pdf](#)
[Appleton TID 14 Summary.pdf](#)
[Resolution_Common Council_TID 14.pdf](#)

Proceeds to Council on June 3, 2026.

Lambrecht moved, seconded by Dougherty, that the Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 14 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Robins, Mayor Woodford, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

[26-0587](#)

Request to approve the attached Affidavit of Correction for Lake Park/STH 441 Certified Survey Map 2720 to be recorded with the Calumet County Register of Deeds' office

Attachments: [StaffMemo_CSM_2720_AffidavitofCorrection_For05-13-26.pdf](#)

Lambrecht moved, seconded by Robins, that the Affidavit of Correction for CSM 2720 be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 6 - Robins, Mayor Woodford, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm

[26-0589](#)

Elect Vice Chair

Robins nominated Lambrecht for Vice Chair. No other nominations were received. Lambrecht was elected Vice Chair by unanimous consent.

[26-0590](#)

Set Meeting Date and Time

The members agreed to keep the meeting date and time as it currently stands at 3:30 p.m. on the 2nd & 4th Wednesdays of the month.

[26-0591](#)

Designate Contact Person

Director Kara Homan was designated as the contact person.

7. Information Items

[26-0634](#)

Welcome new appointment, William Dougherty, to the City Plan Commission

Attachments: [LB Appointment 5-6-26.pdf](#)

William Dougherty was welcomed to the Commission.

8. Adjournment

Carpenter moved, seconded by Robins, that the meeting be adjourned at 4:27 p.m. Roll Call. Motion carried by the following vote:

Aye: 6 - Robins, Mayor Woodford, Neuberger, Carpenter, Dougherty and Lambrecht

Excused: 1 - Palm