



City of Appleton

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

Meeting Agenda - Final Board of Zoning Appeals

Monday, January 17, 2022

7:00 PM

6th Floor Council Chambers

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[21-1740](#) Minutes from November 15, 2021

Attachments: [Minutes 11-15-21.pdf](#)

4. Public Hearings/Apearances

5. Action Items

- [21-1741](#) **2331 E. Lourdes Dr. (31-4-4710-00)** The applicant proposes to erect a third (3) ground sign on a corner lot. Section 23-522(b) of the Zoning Ordinance limits the number of ground signs on corner lots to two (2) signs.

Attachments: [Application.pdf](#)
[Design-Location.pdf](#)

- [21-1742](#) **2331 E. Lourdes Dr (31-4-4710-00)** The applicant proposes to erect a sign that is five (5) feet high and six (6) feet from the front property line. Section 23-525(c) of the Zoning Ordinance requires signs that are over three (3) feet tall to be setback fifteen (15) from the front property line.

Attachments: [Application.pdf](#)
[Design-Location.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 Board of Zoning Appeals

Monday, November 15, 2021

7:00 PM

6th Floor Council Chambers

1. Call meeting to order

Meeting called to order by McCann at 7:00 pm.

2. Roll call of membership

Present: 4 - McCann, Engstrom, Sperl and Loosen

Excused: 3 - Cain , Croatt and Joosten

3. Approval of minutes from previous meeting

[21-1615](#)

Minutes 10-18-21

Attachments: [Minutes 10-18-21.pdf](#)

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

Aye: 4 - McCann, Engstrom, Sperl and Loosen

Excused: 3 - Cain , Croatt and Joosten

4. **Public Hearings/Appearances**

*Larry and Sue Wright- 1021 E. Pacific St.
Keith Thao- 1029 E. Pacific St.*

5. **Action Items**

[21-1528](#)

1016 E. Pacific St. (31-1-0843-00) The applicant proposes to use the property for a restaurant with an occupancy of thirty (30) and provide no off-street parking. Section 23-172(m) of the zoning ordinance requires one (1) space for every three (3) people allowed per maximum capacity or, in this case, ten (10) off street parking spaces.

Attachments: [1016 E. Pacific St.pdf](#)

Hardship is the plan will not cause safety issues consistent with Section 23-172(a).

Engstrom moved, seconded by Loosen, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 4 - McCann, Engstrom, Sperl and Loosen

Excused: 3 - Cain , Croatt and Joosten

6. Information Items

7. Adjournment

A motion was made by Sperl, seconded by Loosen, that this meeting be adjourned at 7:44 pm. The motion carried by the following vote:

Aye: 4 - McCann, Engstrom, Sperl and Loosen

Excused: 3 - Cain , Croatt and Joosten

Return to: Department of Public Works
 Inspection Division
 100 North Appleton Street
 Appleton, Wisconsin 54911
 (920) 832-6411

City of Appleton Application for Variance

Application Deadline December 27, 2021 Meeting Date January 17, 2022 7pm

Please write legibly and also submit a complete reproducible site plan (maximum size 11" x 17"). A complete site plan includes, but is not limited to, all structures, lot lines and streets with distances to each. There is a non-refundable \$125.00 fee for each variance application. The nonrefundable fee is payable to the City of Appleton and due at the time the application is submitted.

Property Information	
Address of Property (Variance Requested) 2331 E. Lourdes Dr.	Parcel Number 31-4-4710-00
Zoning District PI	Use of Property <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Commercial

Applicant Information	
Owner Name St. Bernadette Congregation of Appleton	Owner Address 2331 E. Lourdes Dr Appleton, WI 54915
Owner Phone Number 920-739-4157	Owner E Mail address (optional)
Agent Name Jody M. Lueck	Agent Address 2331 E. Lourdes Dr Appleton, WI 54915
Agent Phone Number 920-739-4157	Agent E Mail address (optional) jlueck@saint-bernadette.org

Variance Information
Municipal Code Section(s) Project Does not Comply Section 23-522(b) – No more than two (2) ground signs permitted on one (corner) lot. <i>Section 23-522(c) 15' set back</i>
Brief Description of Proposed Project Erect a third (3) ground sign on the lot. Section 23-522(b) of the zoning ordinance restricts corner lots to two (2) ground signs.

Owner's Signature (Required): *Jody M. Lueck* Date: *12/23*

Return to: Department of Public Works

Recp 2969-0004

From:
St. Bernadette Parish
2331 E Lourdes Dr
Appleton, WI 54915

To:
Inspection Division
100 North Appleton Street
Appleton, WI 54911

1. Explain your proposed plans and why you are requesting a variance.

The proposed plan is to install a 5' high by 8' wide horizontal directional sign with 4" square posts and a 36" panel, has no lights and is located within a grassy portion of the property and is set back 6' (72") from the sidewalk.

It is between our current entrance and exit on the northwest side of the property on Lourdes Dr. Please see the attached document for location and look of sign.

We are requesting a variance for a third sign (directional) on our property. Per the municipal code, there is a limit of 2 signs per property. We currently have one sign on Lourdes Dr. (St. Bernadette Parish) and one sign on Matthias St. (Iris Place). Our proposal has a third sign on the property which is not allowed by the municipal code unless a variance is granted.

2. Describe how the variance would not have an adverse impact on the surrounding properties:

The public interest regards public safety and welfare. We believe that the public safety will be improved because the building where both The Richardson School (TRS) and The Thompson Center on Lourdes (TCoL) are located is set back over 300 feet from the road and is blocked from view by the church building. Participants will be more able to easily recognize the entrance leading to their location. Directional signs are intended to identify locations of various services. The proposed directional sign accomplishes this by enhancing the existing sign on the front of the building/next to the building which cannot be seen by east or west bound traffic.

The directional sign does not have an adverse impact on the surrounding properties due to the size of the sign (5' by 8' with 4" square posts and a 36" panel), no lighting on the sign, is set back from the sidewalk thereby not creating a safety issue for pedestrians.

3. Describe the special conditions that apply to your lot or structure that do not apply to surrounding lots or structures.

As stated earlier, the current building as well as signs cannot be seen from the east or west and is located in a residential neighborhood. What special conditions apply to both TRS and TCoL is that they are using a repurposed school for multi-use purposes that serve marginalized populations in the Fox Valley and surrounding areas. TRS is the only provider of their service within a 2 ½ hour radius. The diverse population they serve allows for inclusion into society by those who are on the fringes and assists in reconnecting them with the school age peers.

In addition, TCoL provides activities for seniors to promote mental, physical and emotional well-being while fighting the effects of loneliness that can beset the elderly.

4. Describe the hardship that would result if your variance were not granted:

The hardship that would be mitigated is that the directional signage allows participants to more readily and safely enter and exit the site. Many of the participants are older and those that are not have behavioral, emotional and cognitive challenges. These participants create a higher risk for accidents, confusion and may already be directionally challenged. This directional sign will be a positive impact to public safety.

We ask that the Committee to consider our unique hardship and grant approval of our request.

CITY OF APPLETON MEMO

To: Board of Zoning Appeals

From: Kurt W. Craanen, Inspections Supervisor



Date: January 4, 2022

RE: Variance Application for 2331 E. Lourdes Ave. (31-4-4710-00)

Description of Proposal

The applicant proposes to erect a third (3) ground sign on a corner lot that is five (5) feet high and six (6) feet from the front property line. Section 23-522(b) of the Zoning Ordinance limits the number of ground signs on corner lots to two (2) signs. Section 23-525(c) of the Zoning Ordinance requires signs that are over three (3) feet tall to be setback fifteen (15) feet from the front property line.

Impact on the Neighborhood

In the application, the applicant states that an additional sign will improve public safety because both the Thompson Center and Richardson School are 300 feet back from the road. The applicant states that participants will be able to recognize the entrance leading to their desired location. The applicant further states that the proposed sign will not impact the neighborhood because it is not lit or large.

Unique Condition

In the application, the applicant states that building and current signs cannot be seen from the east or west and it is located in a residential neighborhood.

Hardship

In the application, the applicant states that the hardship is that if the variance is not approved, there is a high risk of accidents because the participants looking for this building are older or have directional issues. The additional sign will have a positive impact on public safety.

Staff Analysis

This parcel is 13.34 acres (581,090 sq. ft.). There is no minimum size lot in PI zoning district.

It appears the hardship criteria has been met because of the large size of the lot and the wall signs on the building cannot be seen from the street.



Color Specifications



PMS 279 C (Verify)



PMS 7693 C (Verify)



Black

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Fond du Lac, WI 54937

920-921-7181

Appleton:

2428 W. Nordale Dr.
Appleton, WI 54914

920-739-7446

Date: 11/17/2021

File Name: 38183 _ Post & Panel Sign

Page: 1

Version: 4

Scale: 1:10

File Drawn By: Travis T.



Project Details:

Post & Panel Sign

- Digitally printed and laminated graphics on (1) 6mm aluminum composite substrate panel and mounted on (2) painted black 4x4 wood posts.
- Installation included.

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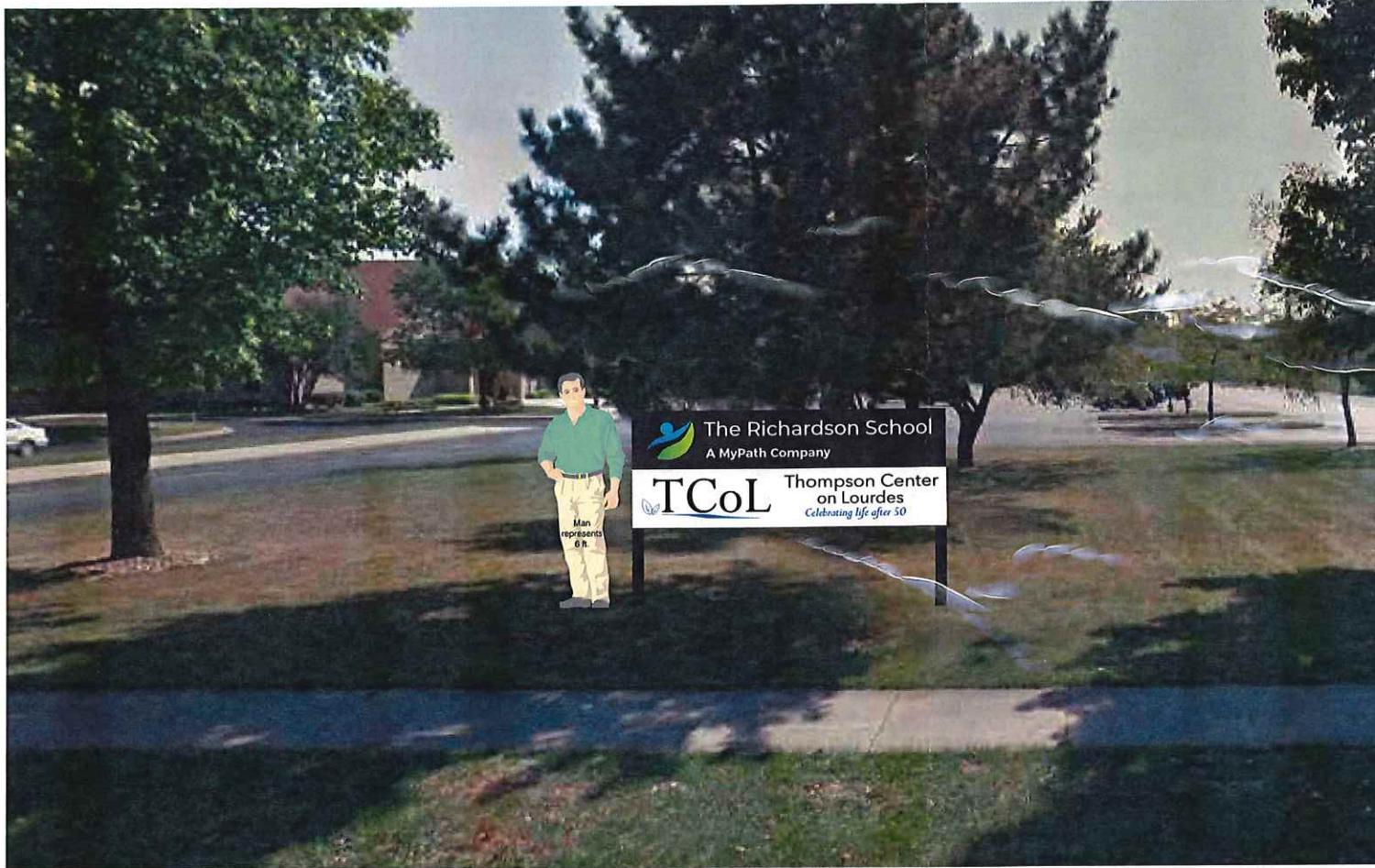
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Proposed Sign Location 1:20 Scale

**Scale is Approximate*

(Set Back 72" From Sidewalk)

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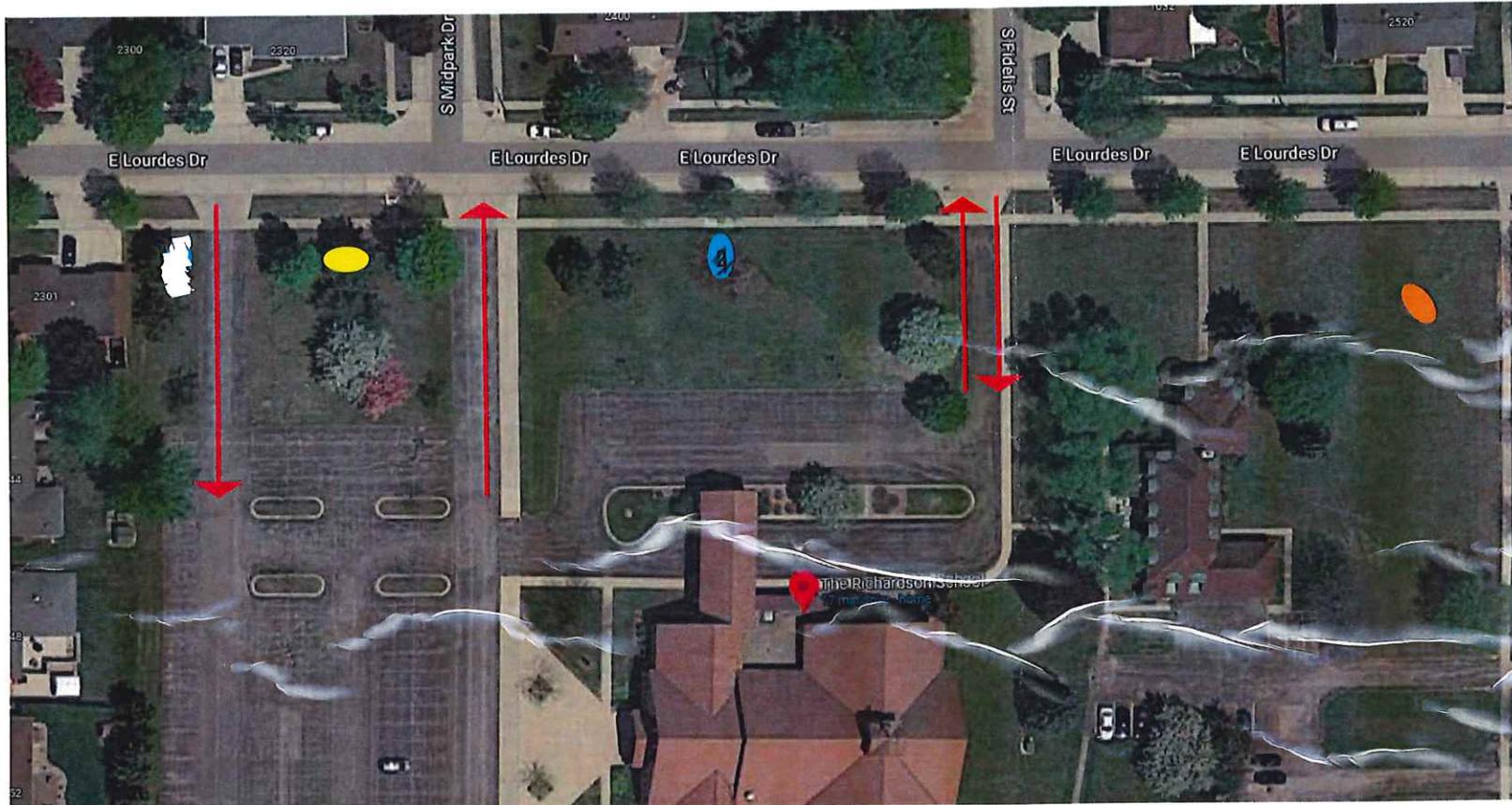


PMS 7693 C (Verify)



Black

Richardson School Sign Locations



- Current Sign Locations *- 2nd sign on Matthias*
 - Proposed Sign Location
 - Decorative Cross Location
- Traffic Flow

Color Specifications

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Existing Sign Location #1



Decorative Cross



Existing Sign Location #2

Color Specifications



PMS 279 C (Verify)



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Owner's Signature (Required): *Joseph E Down* Date: 12/23

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Recp 2969-0004

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Appleton, WI 54915

To:
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Appleton, WI 54911

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CITY OF APPLETON MEMO

To: Board of Zoning Appeals

From: Kurt W. Craanen, Inspections Supervisor



Date: January 4, 2022

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Unique Condition

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Staff Analysis

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Date: 11/17/2021

File Name: 38183 _ Post & Panel Sign

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File Drawn By: Travis T.



Project Details:

Post & Panel Sign

- Digitally printed and laminated graphics on (1) 6mm aluminum composite substrate panel and mounted on (2) painted black 4x4 wood posts.
- Installation included.

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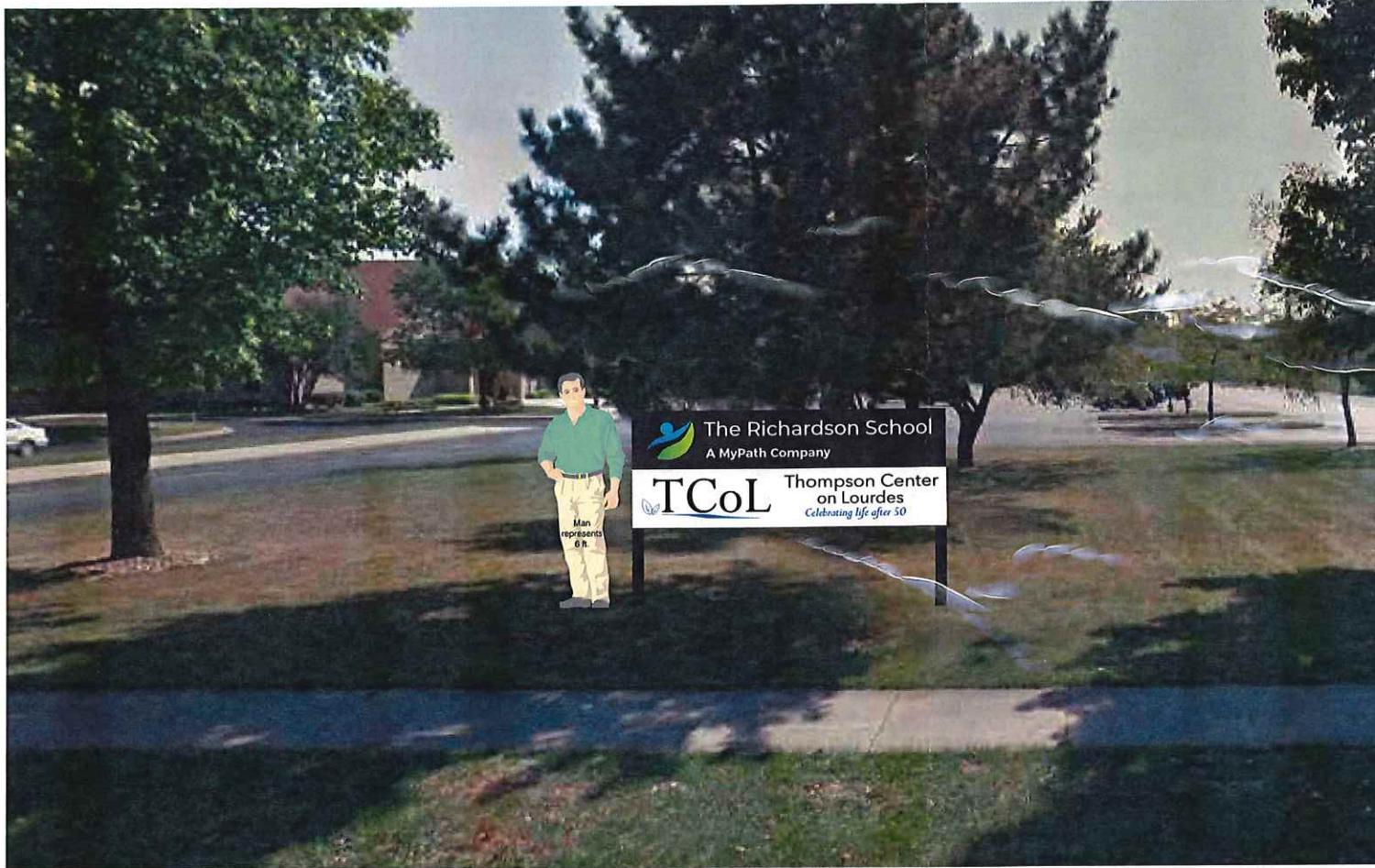


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Proposed Sign Location 1:20 Scale

**Scale is Approximate*

(Set Back 72" From Sidewalk)

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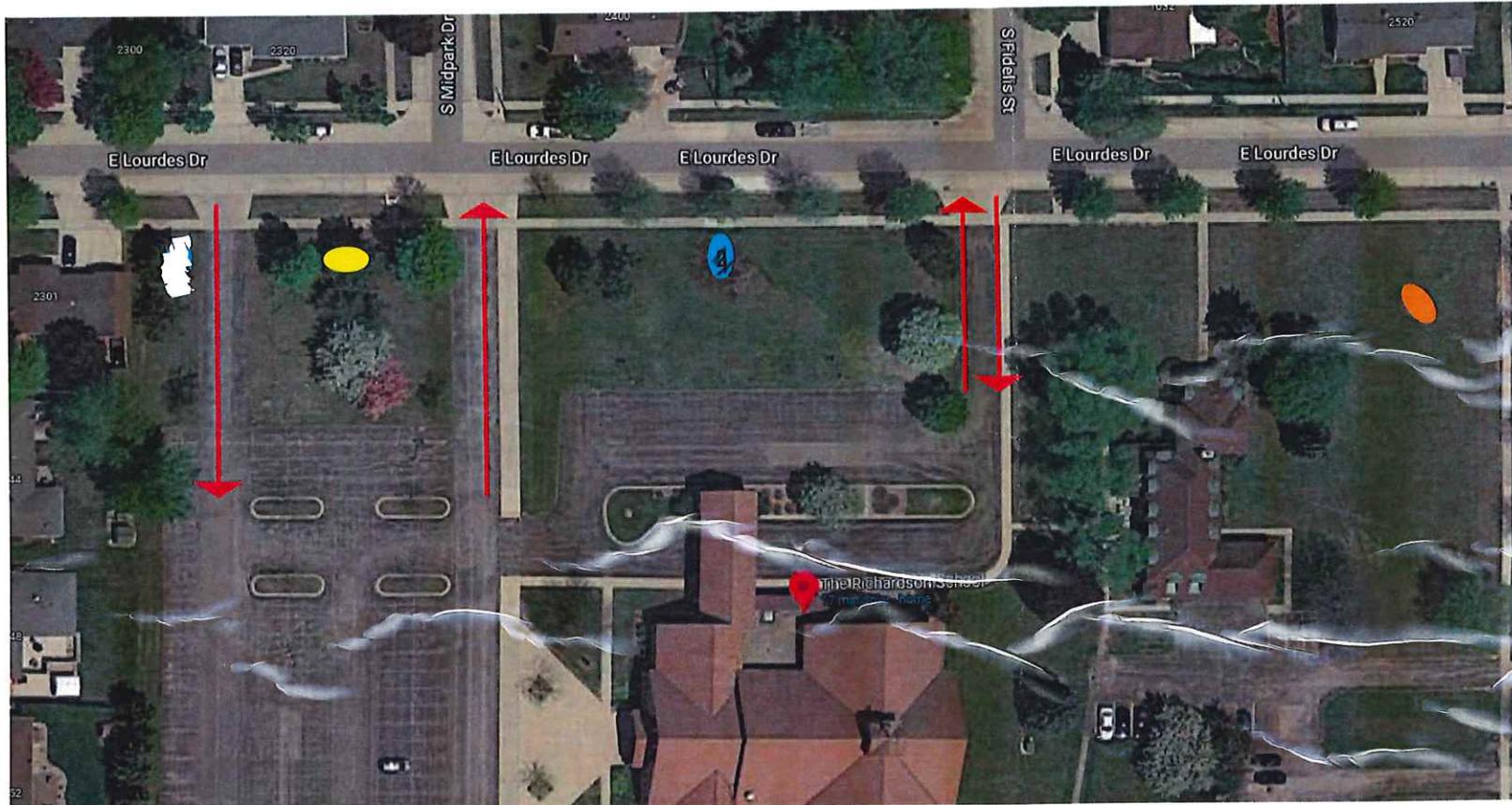


PMS 7693 C (Verify)



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Richardson School Sign Locations



- Current Sign Locations *- 2nd sign on Matthias*
 - Proposed Sign Location
 - Decorative Cross Location
- Traffic Flow

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The Richardson School
 A MyPath Company

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Existing Sign Location #1



Decorative Cross



Existing Sign Location #2

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