

City of Appleton

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

Meeting Agenda - Final

Community & Economic Development Committee

Wednesday, May 11, 2022

4:30 PM

Council Chambers, 6th Floor

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

22-0632 CEDC Minutes from 4-27-22

Attachments: CEDC Minutes 4-27-22.pdf

4. Public Hearings/Appearances

5. Action Items

22-0633

Request to approve two (2) Variances to the Deed Restrictions and Covenants to allow for: 1) a second expansion wall to be constructed of metal material on the north face of the building and 2) to allow for an overhead door facing the street on the south face of the building for Farrell Investments, LLC at 3920 E. Endeavor Drive and expansion on the adjacent lot (Lot 11) in Southpoint Commerce Park

Attachments: Memo on Farrell Equipment Variance Request 5-11-22.pdf

Variance Request Letter for Farrell Equipment.pdf

Site Plan for Proposed Addition for Farrell Equipment.pdf

Landscape Plan for Farrell Equipment.pdf

SPCP Deed Restrictions.pdf

Subject Parcel Map for Farrell Equipment.pdf

6. Information Items

22-0634

Neighborhood Program Spring Meeting on Thursday, May 26, 2022 from 6:00 - 7:30 pm at Wilson Middle School, 225 N. Badger Avenue

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

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.

Any questions about items on this meeting are to be directed to Karen Harkness, Director, Community and Economic Development Department at 920-832-6468.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



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Meeting Minutes - Final Community & Economic Development Committee

Wednesday, April 27, 2022

4:30 PM

Council Chambers, 6th Floor

Call meeting to order

Chair Alfheim called the meeting to order at 4:30 p.m.

2. Roll call of membership

Present: 5 - Thao, Alfheim, Wolff, Del Toro and Jones

3. Approval of minutes from previous meeting

22-0524 CEDC Minutes from 3-23-22

Attachments: CEDC Minutes 3-23-22.pdf

Thao moved, seconded by Wolff, that the Minutes be approved. Roll Call.

Motion carried by the following vote:

Aye: 5 - Thao, Alfheim, Wolff, Del Toro and Jones

4. Public Hearings/Appearances

5. Action Items

22-0525 Elect Vice Chair

Alderperson Wolff was elected as Vice Chair.

Thao nominated Wolff to be the Vice Chair. Del Toro seconded the nomination. No other nominations were received. Motion carried by unanimous consent.

Aye: 5 - Thao, Alfheim, Wolff, Del Toro and Jones

6. Information Items

22-0526 Set Meeting Date & Time

The Community & Economic Development Committee will continue to meet at 4:30

p.m. on Wednesdays of the week following Council.

Community & Econ Development Comm	_	April 27, 2022	
<u>22-0527</u>	Designate Contact Person		
	Director Karen Harkness will continue to be the design	nated Contact Person.	
<u>22-0528</u>	Presentation by staff on current development in the City	Presentation by staff on current development projects and opportunities in the City	
	Attachments: Road Show MR&KH -4-25-22.pdf		
	This item was presented and discussed.		
7. Adjournm	nent		

Thao moved, seconded by Wolff, that the meeting be adjourned at 5:17 p.m.

Aye: 5 - Thao, Alfheim, Wolff, Del Toro and Jones

Roll Call. Motion carried by the following vote:



MEMORANDUM

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

TO: Community and Economic Development Committee

FROM: Matt Rehbein, Economic Development Specialist

DATE: May 11, 2022

RE: Farrell Investments, LLC – Variance to Deed Restrictions and Covenants

Request

The City has received a request on behalf of Farrell Investments, LLC for two variances to the Deed Restrictions and Covenants for their expansion on Lot 11 in the Southpoint Commerce Park.

Farrell Investments purchased the existing building at 3920 E. Endeavor Drive in 2018. They have outgrown the existing structure and purchased the adjacent Lot (Lot 11) from the City on May 5, 2022. They plan to combine the parcels via Certified Survey Map (CSM), and a Site Plan is under review at the City.

The first is a variance to Section 4.E "Building Materials" to allow for a second expansion wall to be constructed of metal material on the north face of the building (see attached request and elevations). One metal expansion wall is provided for in the Deed Restrictions and Covenants. The proposed plan indicates metal expansion walls on the west and north faces of the building.

The second is a variance to Section 7 "Parking and Loading" to allow for an overhead door facing the street on the south face of the building (see attached request and elevations). Per the request from Farrell Investments, loading and truck traffic will be directed to the rear (north side) of the building, which is consistent with the location of dock doors and other overhead doors, and consistent with the Deed Restrictions and Covenants. The south facing door would be used infrequently for equipment and racking. The proposed site plan indicates landscaping that will help screen the proposed overhead door.

Staff Recommendation:

A variance to the Southpoint Commerce Park Deed Restrictions and Covenants, Section 4.E to allow for two metal expansion walls, one to the north and one to the west, and Section 7 to allow for an overhead door facing the south elevation of the building **BE APPROVED**.

City of Appleton 100 North Appleton Street Appleton, WI 54911

Attn: Matt Rehbein, Economic Development Specialist

RE: Site Plan #12-22 Farrell Equipment

Dear Matt,

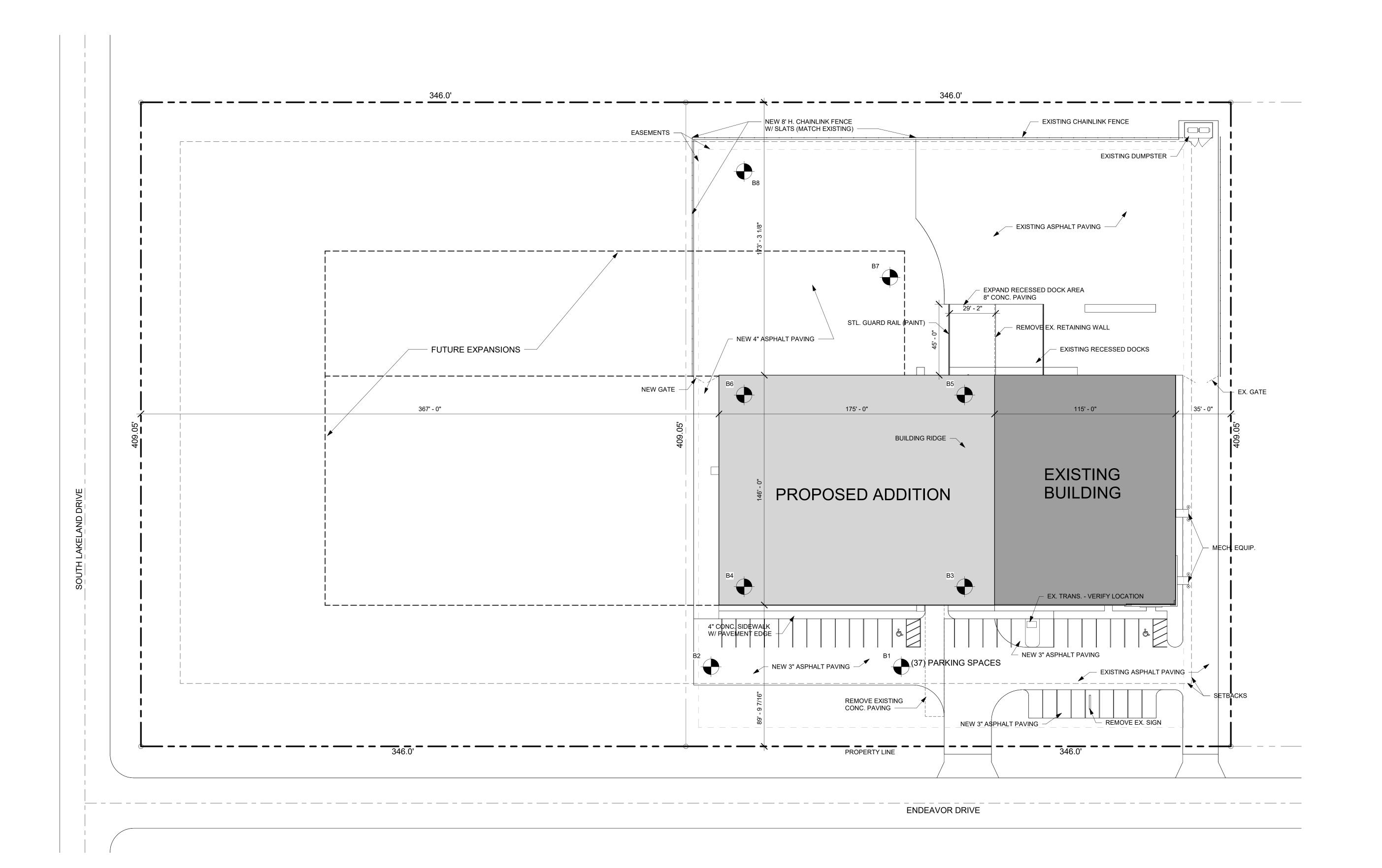
We are requesting variances for the following items as shown on our site plan submittal.

- 1) Section 4.E "Building Materials" It is our intent in the future to expand to the west and the north from our proposed addition and we would like to request permission to not add the 25% of decorative materials on the north elevation. This wall is also fully concealed by our 8'-0" high fence that is fully slated and therefor the wall is not visible from the adjacent properties. We calculated that the decorative material would need to be 7'-4" high along the bottom of the wall to meet the convenance 25% requirement.
- 2) Section 7 "Parking and Loading" The south wall overhead door is intended to be used only as an equipment and racking entrance and will get very little use. All deliveries and shipped items as a standard for out cold storage will be run thru our north side docks and overhead doors.

If you have any questions feel free to call me, Bill Aubrey 920-410-0336 for any questions.

Sincerely,

William Aubrey, Architect





NOTE: SEE CIVIL PLANS FOR ALL FINAL DIMENSIONS AND DETAILS

CONSOLIDATED
CONSTRUCTION CO., INC.
QUALITY EXPERIENCED

800-642-6774
www.1call2build.com
Appleton, WI Columbus, WI
Rapid City, SD Bismarck, ND
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<u>STAMPS</u>

L EQUIPMENT & SUPPLY CO

ISSUED FOR REVIEW:
4/28/22
ISSUED FOR BID:
00/00/00

ISSUED FOR PERMIT:

4/28/22
ISSUED FOR CONSTRUCTION:
00/00/00

Revision Date Rev. Description

ISSUED REVISIONS

DRAWN BY:

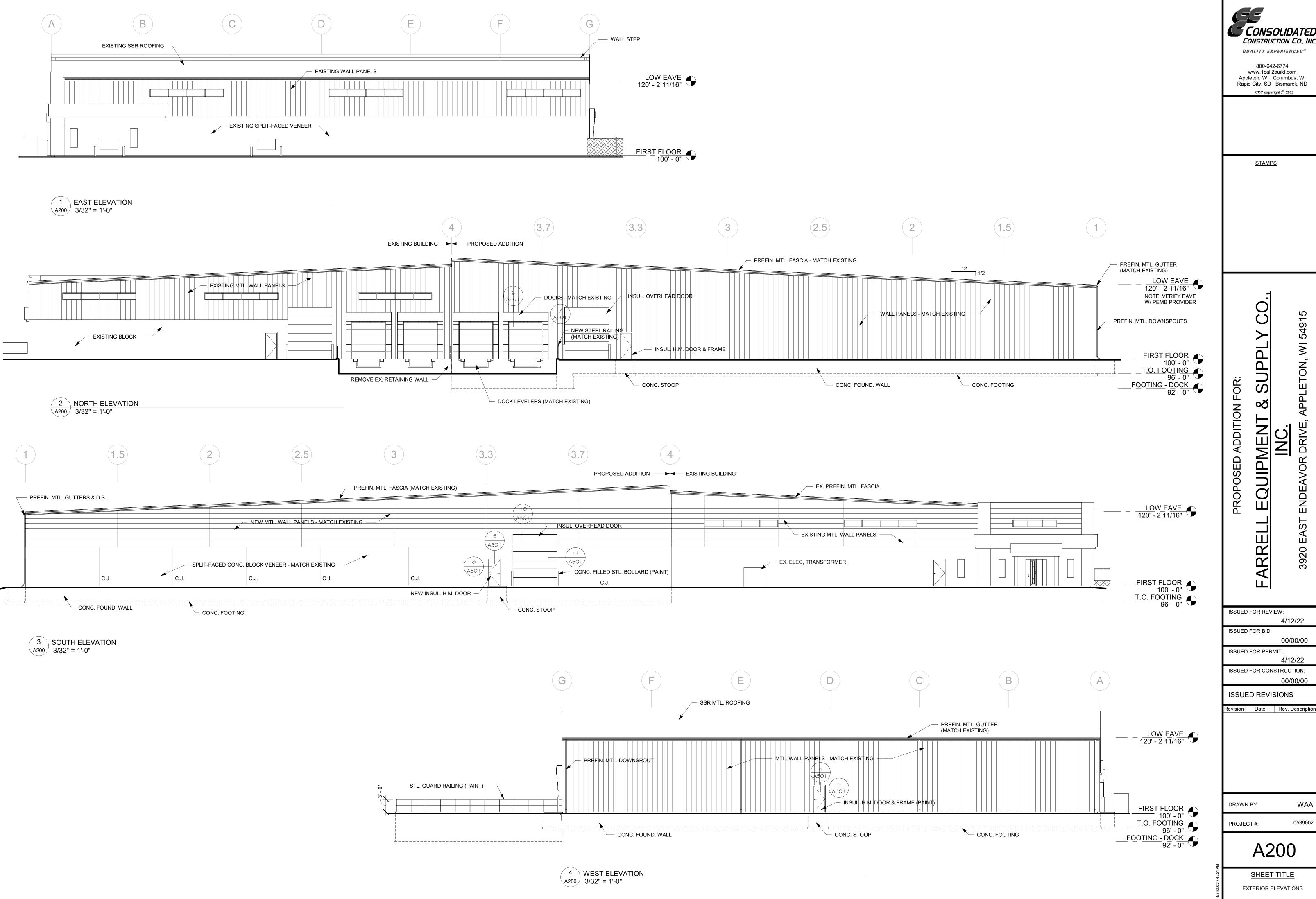
INITIAL SHEET DESIGNED AS 24x36 LAYOUT, ANY OTHER REPRODUCED SIZE IS NOT TO SCALE

PROJECT #:

A100

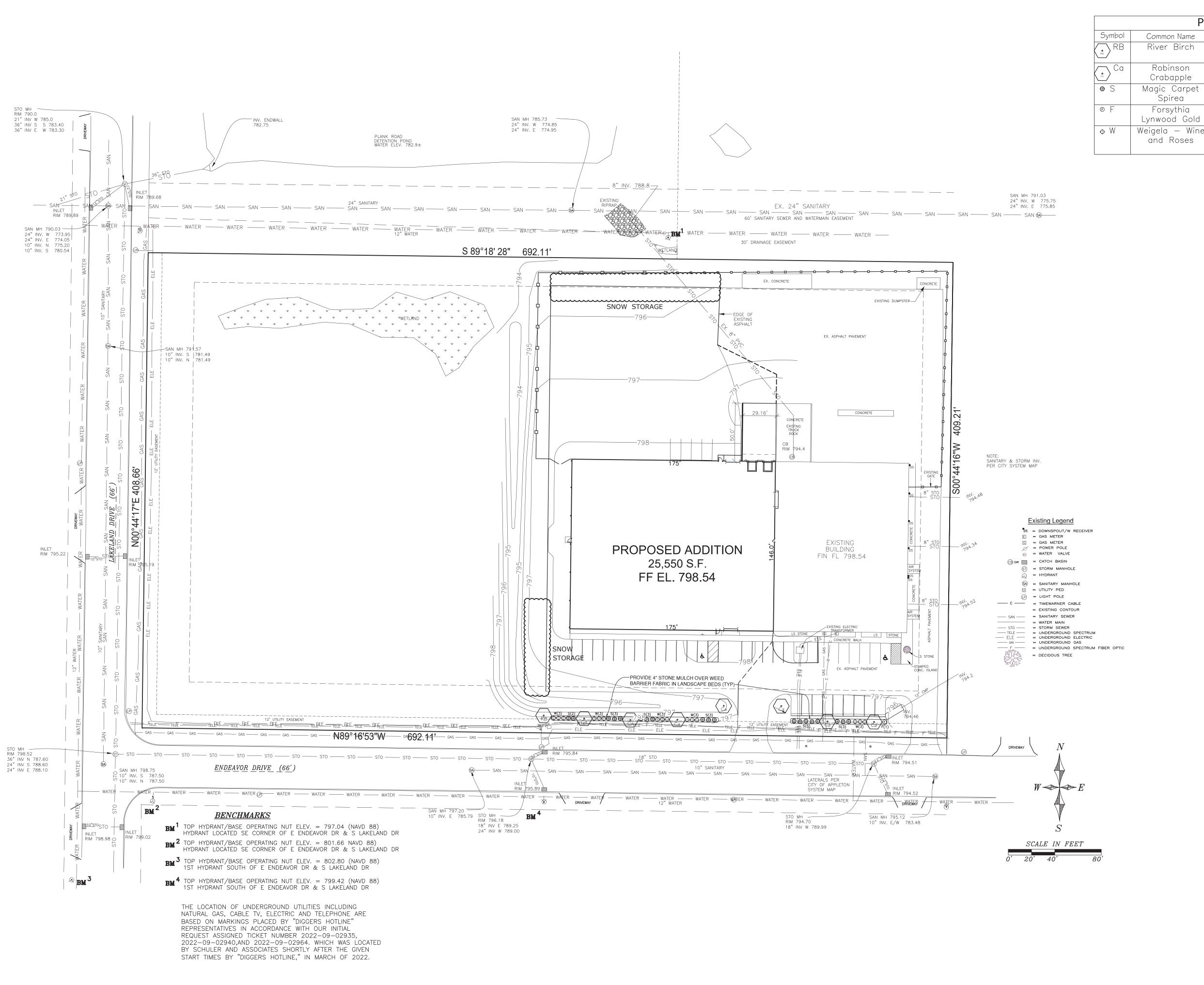
SHEET TITLE

ARCHITECTURAL SITE
PLAN



CONSOLIDATED CONSTRUCTION CO., INC

INITIAL SHEET DESIGNED AS 24x36 LAYOUT, ANY OTHER REPRODUCED SIZE IS NOT TO SCALE



Proposed Trees & Shrubs Botanical Name Qty. Sıze Form 1½" Shade Tree Betula nigra 1½" Ornamental Malus 'Robinson' Tree Shrub 16 Spiraea x bumalda 'Magic Carpet' Forsythia intermedia Shrub 'Lynwood' 15 | Weigela - Wine Weigela florida 24" Shrub 'Alexandra' WINE AND ROSES

ARRE 3920 I Apple

Yrawn By: MJF/CRS

Issue For Permit 04-12-2022 Issue #

PLAN PREPARED BY: SCHULER & ASSOCIATES, INC 2711 N. MASON STREET, SUITE F (920) 734-9107

PROJECT NO. 22-4752

Exhibit B Deed Restrictions



DECLARATION OF COVENANTS AND RESTRICTIONS

APPLICABLE TO ALL PROPERTIES SOLD IN SOUTHPOINT COMMERCE PARK PLATS NO. 1, 2 & 3

This conveyance is made subject to the following conditions, covenants, and understandings, which shall be binding upon the vendee and his/her heirs, successors, and assigns:

1. Setbacks:

- A. Front Yard: No building shall be constructed on the site nearer than forty (40) feet of the right-of-way of any public street. In the case of corner lots, both forty (40) foot setbacks will apply.
- B. Side and Rear Yards: Minimum side and rear yards shall be twenty-five (25) feet.

2. Land Use:

<u>Restrictions on Use</u>. The Restricted Parcel shall be developed and used solely for the following purpose and for no other purpose:

- 1. Manufacturing;
- 2. Research, development and testing laboratories;
- 3. Wholesaling, warehousing and distribution;
- 4. Office operations only if they are an integral part of and a necessary adjunct to a permitted use;
- 5. Retail sales of products manufactured on site and clearly an accessory use to the primary use of the site and provided on premises sales are limited in floor area to no more than (10) percent of the total gross floor area occupied by the permitted or special use;
- 6. Other land uses may be considered for approval by the Community Development Committee if a determination is made that the project fits the development objectives of the City.

3. Nuisance Factors and Hazards

- A. In order to protect the interests of all Tenants, no operation shall be conducted which emits offensive or objectionable noise, vibration, smoke, orders, dust, or gases.

 Precautions should be taken in all research and other approved operations for radiation, radioactivity, fire, and explosion hazards.
- B. No fuel or chemical in-ground or outdoor storage shall be allowed in the Park.

4. Building Standards

- A. Any building erected shall be at least 7,500 square feet in area and have a gross floor area equal to at least 10 percent of the land area.
- B. The maximum ratio of building area (footprint) to total parcel size shall in no event exceed forty (40) percent, exclusive of parking and loading areas. The building footprint, all parking, driveways, and loading areas, when combined, may not exceed seventy (70) percent of the total Parcel size.
- C. Buildings shall be designed by an Architect or Engineer. Complete architectural design must be given to all façades of all buildings with all sides and rear elevations being given architectural treatment compatible with the front elevation of the building.
- D. This Industrial Park encourages a variety of architectural styles. However, it is intended that a basic harmony of architecture prevail among the buildings so that no one structure detract from the attractiveness of the overall development.
- E. The front elevation of the building, any elevation facing a street, and externally visible opaque surfaces shall be a minimum of 75% of materials 1-5 (provided, however, that such list shall not be deemed to exclude the use of other accent or exterior trim materials, glass and glazing, and earth berms). The side and rear building elevations that do not face any street shall be a minimum of 25% of materials (1-5). Exception to this requirement would be limited to (1) expandable building side with prior approval from the Site Plan Review Committee.
 - 1. Brick;
 - 2. Architectural precast concrete panels (surface finish to be painted, stained, or exposed aggregate). When using concrete panels as an exterior surface the architect should be careful to avoid a monolithic or monotonous appearance and the use of various textures, colors and accents will be encouraged.
 - 3. Decorative face concrete block. When using decorative face concrete block as an exterior surface the architect should be careful to avoid a monolithic or monotonous appearance and the use of different types and textures (split face, fluted, scored or striated) to provide variety and relief will be encouraged.

- 4. Cut stone;
- 5. Exterior insulation and finish systems (EFIS);
- 6. Metal panels may be used only in combination with one of the approved materials. Any metal siding proposed for use shall be entirely coated with a color fast, abrasion and corrosion resistant, long life (minimum of 20 years) finish that is resistant to chemicals, withstands temperature extremes, and has a low permeability. Any material utilized to attach the metal siding to the building shall be concealed or the utilization of shadow panels or semi-concealed fastener panels with fasteners painted to match the panels shall be required.
- 7. Other building materials being developed and to be developed by the construction industry. The use of such materials will be reviewed by the Site Plan Review Committee on a case-by-case basis.
- F. Building materials will be selected for their ability to present a visual statement of a building or structure's strength, attractiveness, and permanence. The building materials used shall be harmonious with the natural environment and with the general character of other buildings and structures in the Park.
- G. Metal trim materials may be used when in keeping with the architectural and aesthetic character of the building or structure.
- H. The Community Development Committee will approve ancillary structures. Approval may be granted only if such structures are necessary to the principal use of the building site, are in architectural and aesthetic conformance with other buildings or structures on the site, are properly screened, meet all requirements of these covenants and are otherwise satisfactory to the Community Development Committee at its sole discretion.

5. Landscaping:

- A. Landscape Plan: The landscaping upon any building site or lot shall be carried out in accordance with a detailed landscaping plan, which has been reviewed and approved in writing by the City's Site Plan Review Committee. The landscape plan shall include, but not be limited to, plant location, common and botanical names of plant material, planting size, root condition, and quantity of all plant material. The plan shall show all ground cover and mulch areas, landscape and construction materials, and construction details.
- B. Landscaping Methods: Landscaping may include grading, earth berms, seeding, sodding, raised planters, architectural decorative walls or fencing, trees and shrubs, ground cover and other landscape materials including permanent sprinkler systems, fountains, storm run-off retention ponds, reflective ponds, and landscape lighting.

- C. *Plant Material*: Selected plant material should provide for a variety of shade trees, evergreen trees, and shrubs, ornamental trees and shrubs and ground covers. Plant material selection shall take into consideration the following:
 - 1. Disease and insect resistance;
 - 2. Hardiness to the area;
 - 3. The ability to provide seasonal interest;
 - 4. Future maintenance considerations:
 - 5. Ability of plant material to accomplish its intended purpose in each placement.
- D. *Time for Completion*: All landscaping shall be completed within ninety (90) days following occupancy, or as soon thereafter as weather will allow if such period occurs within winter months.
- E. Maintenance: The owner shall be responsible for maintaining all landscaping as approved on the original plan for his site. Any variation or changes to the landscape plan must be reviewed and approved in writing by the Community Development Department. Landscaped areas, materials, fixtures, and improvements shall be maintained by the owner of the building site, or by such owner's long-term lessee(s) in good condition at all times. Such maintenance shall include watering, mowing, trimming, pruning, spraying, fertilizing, repairing, replacement of dead plantings, planting, transplanting, dusting, treating, and other common landscape maintenance activities necessary to keep the building site landscaping in a healthy state of growth and visually attractive in appearance.

If the owner or the owner's assigns fail to maintain the landscaping and site per the approved landscaping plan in this section, the City of Appleton or its Agent may seek an inspection warrant to enter the site and conduct such maintenance and to seek full reimbursement.

6. Utility Controls

All utilities lines shall be located underground where feasible except for high voltage lines. In the event high voltage lines are required, rear locations nearest and parallel with rear lot lines shall be encouraged.

7. Parking, Loading

Off-street parking and loading areas shall be provided on each building site and shall be of sufficient size to accommodate all planned or anticipated parking and loading needs of all site occupants and visitors and comply with the City's Zoning Ordinance regarding parking standards.

- 1. All truck maneuvering must be confined within the boundaries of the property.
- 2. All parking, driveways, and loading areas shall be paved.
- 3. Parking shall be permitted within the minimum front yard setback area; however, it shall be located no closer than fifteen (15) feet to the public right-of-way line. Parking shall be setback a minimum of 6' from the side property line.

Truck loading and receiving areas shall occur in the rear of any buildings or structures on any Lot. Truck loading and receiving areas shall be permitted on the side of such building if sufficient visual screening is installed to screen the dock area from the street.

Truck loading and receiving is normally not permitted in the front of such building unless dictated by the site conditions and only if fully screened from the street. In that event, the Community Development Committee shall review and approve the location of the loading dock. The Community Development Committee may assign this review of plans to the Community Development Department.

8. Outdoor Storage:

No outside storage of any kind shall be permitted unless such stored materials are visually screened from all streets and adjoining properties with a suitable fence, vegetation, berm, or combination thereof approved by the Site Plan Review Committee. Screening shall be attractive in appearance and in keeping with the architectural quality of the main structure. Said storage shall be limited to behind the front line of the building on the property, and within the building setback lines. All refuse containers must be enclosed by a fence of solid material such as will provide a suitable visual screen. No waste material or refuse may be dumped or permitted to remain on any part of the property outside of the buildings. All storage areas shall be paved.

9. Roof Mounted Equipment:

Roof mounted equipment shall be so located and/or screened, and painted to minimize visibility from the street and adjacent owners.

10. Signs:

Identification signs shall be permitted to promote only the name and/or trademark of the owner or tenant of the parcel on which the sign is placed. The signs shall not advertise business services. Signs, lighting, etc., are to be indicated on the final site plan submitted to the Site Plan Review Committee for review.

- 1. Ground signs must be set back a minimum of 10 feet from the right-of-way line and must be of a low profile design subject to approval by the Committee.
- 2. Signs may not be of unusual size or shape when compared to the improvements situated on the site on which the sign is located.

- 3. Signs may not be installed above the roofline of a building.
- 4. Pole signs are prohibited.
- 5. Signs may not contain or utilize any flashing, blinking, intermittent or moving light as source of illumination.
- 6. No signs shall be located in or painted on any window.
- 7. Building signs must comply with the City Sign Code.

11. Maintenance Responsibilities:

- A. Each owner shall keep its property, all contiguous street right-of-way to the edge of the pavement, and all drainage and easement areas in a well -maintained, safe, clean, and attractive condition at all times. Such maintenance includes, but is not limited to the following:
 - 1. The removal of all litter, trash, refuse, and wastes;
 - 2. Compliance with the City's noxious weed control ordinance, including the mowing of all grass areas to a height not over 4";
 - 3. The maintenance of exterior lighting, signs, and mechanical facilities;
 - 4. The keeping of all exterior building surfaces in a cleaned, well-maintained condition;
 - 5. The maintenance of all drainage ways including the removal of all debris, weeds, and silt.
- B. The owner of any undeveloped lands shall maintain said lands free of rubbish, noxious weeds, and mosquito breeding pond conditions.

12. Site Plan Review:

Before commencing the construction or alterations of any buildings, additions, enclosures, fences, loading docks, parking facilities, storage yards, or any other structures or permanent improvements on or to the real estate conveyed hereby, the owner shall first submit its building plans, specifications, site and landscape plans, elevations of all sides of the building, samples of materials proposed for all external surfaces including colors and textures, and an artist's rendering of the project or a scale model to the Site Plan Review Committee in accordance with Section 23-171 of the City Zoning Code. Renderings should show adjacent buildings, landscaping, screening, signs etc.

13. Repurchase Rights:

Failure to Build: In the event the owner of land purchased from the City of Appleton does not commence construction of a building within one (1) year after the date of purchase, the City has the option to repurchase said property. The City shall pay the following repurchase price: the sum of the original purchase price and all special assessments which may have been paid by the buyer or levied against the property after the date of purchase minus the sum of any unpaid property taxes, pro-ration of the current years property taxes to date of closing, title insurance policy premium, real estate commission paid at time of original closing, and any liens and encumbrances on the property of a definite or ascertainable amount. Further, repurchase price shall be adjusted by the amount equal to the amount of an option fee for that year had the property been under option between the City and the Buyer. Conveyance shall be by warranty deed.

Resale of Vacant Land: In the event the owner of land purchased from the City of Appleton elects to sell any portion thereof, which is vacant, the property shall first be offered, in writing, to the City of Appleton. The City of Appleton shall have sixty (60) days from date of receipt of such offer to accept or reject repurchase of the property unless an extension of time may be mutually agreed upon and set forth in writing. The purchase price shall be computed as in the paragraph above (Failure to Build). Conveyance shall be by warranty deed. The seller shall furnish a title insurance policy at the seller's expense. In the event the City does not elect to repurchase the property, the owner may sell the land, but these Declarations of Covenants and Restrictions shall run with the land and be binding on the subsequent owner.

14. Subdivision of Lots:

After a lot has been purchased, such lot shall not be further subdivided without the written consent of the Community Development Committee. No owner may sell, lease or rent less than all of the lot without the prior written consent of the Community Development Committee. The Community Development Committee may delegate this approval authority to the Community Development Department. The foregoing prohibition shall not apply to occupancy leases of space in a building made in the ordinary course of business.

15. Waiver of Notice:

All land sold before major assessable improvements are completed in the business park site shall be subject to the purchaser's waiving notice of assessments and hearings, and such waiver shall be part of the negotiations.

16. Variances:

Notwithstanding anything contained herein to the contrary, the City of Appleton expressly reserves the right at any time to authorize in writing variances from the strict applications of these covenants and restrictions, or any one or more of them, where the circumstances, in its sole

and exclusive judgment, justifies the granting of same.

17. Enforcement:

The Community Development Committee has the responsibility to ensure compliance with the covenants and restrictions through any and all lawful means. In the event that the owner fails to perform in accordance with these covenants and restrictions, the Common Council, upon recommendation of the Community Development Committee, may take whatever corrective measures it deems appropriate and assess the cost thereof against the property in the same manner as a special charge. The Common Council shall give at least thirty (30) days notice to the vendee of any violation and the steps required to correct it prior to taking any action to cure such violation.

18. Invalidation:

The invalidation of any one of the covenants or restrictions herein set forth or the failure to enforce any of said covenants and restrictions at the time of its violation shall in no way affect any of the other covenants or restrictions nor be deemed a waiver of the right to enforce the same thereafter.

19. Term:

Each lot shall be conveyed subject to the covenants and restrictions set forth herein, all of which are to run with the land and shall be binding on all parties and all persons claiming them for a period of thirty (30) years from the date of this Declaration of Covenants and Restrictions is recorded, after which time said covenants and restrictions as are then in force and effect shall be automatically renewed for successive periods of ten (10) years each, unless an instrument terminating such covenants and restrictions is recorded with the Outagamie County Register of Deeds by the Common Council as evidenced by a resolution duly adopted by a majority of all members of the Common Council.

