



# City of Appleton

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

## Meeting Agenda - Final City Plan Commission

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Wednesday, August 14, 2024

3:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting

[24-1028](#) City Plan Minutes from 7-24-24

**Attachments:** [City Plan Minutes 7-24-24.pdf](#)

### 5. Public Hearing/Appearances

[24-1029](#) Rezoning #7-24 for the subject parcel located at 319 North Drew Street (Tax Id #31-2-0486-00), including to the centerline of the adjacent right of way, as shown on the attached maps, from R-2 Two-Family District to R-1C Central City Residential District (Associated with Action Item #24-1030)

**Attachments:** [InformalPublicHearingNotice\\_319NDrewSt\\_Rezoning#7-24.pdf](#)

[24-1031](#) The street discontinuance to vacate a portion of N. Sampson Street public right-of-way located south of E. Winnebago Street and adopt the Initial Resolution and exhibit map (Associated with Action Item #24-1032)

**Attachments:** [InformalPublicHearingNotice\\_NSampsonSt\\_SouthofWinnebago\\_StreetVacation](#)

### 6. Action Items

[24-1030](#) Request to approve Rezoning #7-24 for the subject parcel located at 319 North Drew Street (Tax Id #31-2-0486-00), including to the centerline of the adjacent right of way, as shown on the attached maps, from R-2 Two-Family District to R-1C Central City Residential District

**Attachments:** [StaffReport\\_319NDrewSt\\_Rezoning\\_For 8-14-24.pdf](#)

[24-1032](#) Request to approve the street discontinuance to vacate a portion of N. Sampson Street public right-of-way located south of E. Winnebago Street and adopt the Initial Resolution and exhibit map

**Attachments:** [StaffReport NSampsonSt StreetVacation For8-14-24.pdf](#)

[24-1033](#) Request to approve the land disposition of the land locked parcel located between E. Winnebago Street and Bellaire Court (Tax Id #31-1-1275-00), in accordance with Wis. Stat. §62.23(5) pertaining to surplus of public lands, as shown on the attached map

**Attachments:** [DispositionofSurplusLand MemotoCPC For8-14-24.pdf](#)

## 7. Information Items

[24-1034](#) West College Avenue - A NEW Avenue Presentation (continued discussion from the 7-24-24 Plan Commission meeting)

**Attachments:** [W College Ave PPT Elected Officials.pdf](#)

## 8. 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 Kara Homan, Director, Community Development Department at 920-832-6468.*

*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  
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## Meeting Minutes - Final City Plan Commission

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Wednesday, July 24, 2024

3:30 PM

Council Chambers, 6th Floor

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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 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

*Others present:*

*Aldersperson Patrick Hayden, District #7*

*Ben Evans, Wisconsin Department of Natural Resources (DNR)*

*Duke Behnke, The Post-Crescent*

*Emily Cialdini, Land By Label*

*Eric Merriman, Thrivent*

*Ian Martin, Land By Label*

*Brian Strandt, Land By Label*

*Samantha Mehrotra, Thrivent*

*Kristie Schwahn, Thrivent*

*Mark Pucci, Colliers*

*Pete Vandenberg, 1058 W. Willis Way*

*John Weyenberg, Habitat for Humanity*

*Jason Brozek, 1402 N. Division Street/Appleton BPAC*

*Sadie DiNatale Burda, Outagamie County*

*Mike Patza, Town of Grand Chute*

*Dean Wydeven, Town of Grand Chute*

*Bob & Ed Moser, 1236 E. Apple Creek Road*

*Tom Grade, Menasha*

*Christopher Quann, 504 E. North Street*

*Andrew Dane*

*Rowland Hoslet, 4232 N. Terraview Drive*

*Colin Sigmund, Silverleaf Court neighborhood*

4. Approval of minutes from previous meeting

[24-0926](#)

City Plan Minutes from 7-10-24

**Attachments:** [City Plan Minutes 7-10-24.pdf](#)

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

**Aye:** 6 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

## 5. Public Hearing/Appearances

[24-0927](#)

Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-24 for the subject parcels located at 4321 N. Ballard Road and 3920 N. Meade Street from future Agricultural and Private Open Space and Commercial land use designations, per attached Exhibit A, to future One and Two Family Residential and Mixed-Use land use designations, per attached Exhibit B, and approve the attached Resolution (Associated with Action Item #24-0928)

**Attachments:** [ClassIIPublicHearingNoticeNewspaper\\_Thrivent\\_CompPlanAmend#1-24.pdf](#)  
[InformalPublicHearingNotice\\_Thrivent\\_CompPlan+Rezoning.pdf](#)

*This public hearing was held and the following people spoke:*

*Eric Merriman, Thrivent*

*Emily Cialdini, Land By Label*

*Bob Moser, 1236 E. Apple Creek Road*

*Colin Sigmund, Silverleaf Court neighborhood*

*Ben Evans, WI DNR*

*An email received shortly before the meeting from Matt and Kay Clark of 4701 N. Gardenwood Lane was provided to the Commission.*

**This public hearing was held, and 5 people spoke on the item. Also, an email received shortly before the meeting from Matt and Kay Clark of 4701 N. Gardenwood Lane was provided to the Commission and is attached to File #24-0928, #24-0930 and #24-0932.**

[24-0929](#)

Amendment to Planned Development Overlay District (PD/C-2 #4-00) for the subject parcels located at 4321 N. Ballard Road amending the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Development Overlay General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Exhibit C, and replace the current Implementation Plan Document #1376284 with a new Implementation Plan Document (development regulations) (Associated with Action Item #24-0930)

**Attachments:** [InformalPublicHearingNotice\\_Thrivent\\_CompPlan+Rezoning.pdf](#)

*This public hearing was held and no one spoke.*

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

[24-0931](#)

Rezoning #6-24 for the subject parcels located at 4321 N. Ballard Road amending the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 Planned Development Overlay General Commercial District to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Exhibit C (Associated with Action Item #24-0932)

**Attachments:** [InformalPublicHearingNotice\\_Thrivent\\_CompPlan+Rezoning.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

[24-0928](#)

Request to approve Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-24 for the subject parcels located at 4321 N. Ballard Road and 3920 N. Meade Street from future Agricultural and Private Open Space and Commercial land use designations, per attached Exhibit A, to future One and Two Family Residential and Mixed-Use land use designations, per attached Exhibit B, and approve the attached Resolution

**Attachments:** [StaffReport\\_Thrivent\\_Compplan+Rezoning For7-24-24.pdf](#)  
[Email From Silverleaf Ct Neighborhood 7-16-24.pdf](#)  
[Email from Matthew + Kay Clark 7-24-24.pdf](#)

*An email received shortly before the Plan Commission meeting from Matt and Kay Clark of 4701 N. Gardenwood Lane was provided to the Commission and is attached.*

*Proceeds to Council on September 4, 2024.*

**Fenton moved, seconded by Carpenter, that Comprehensive Plan Amendment #1-24 be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

[24-0930](#)

Request to approve Amendment to Planned Development Overlay District (PD/C-2 #4-00) for the subject parcels located at 4321 N. Ballard Road amending the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Development Overlay General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Exhibit C, and replace the current Implementation Plan Document #1376284 with a new Implementation Plan Document (development regulations)

**Attachments:** [StaffReport\\_Thrivent\\_Compplan+Rezoning For7-24-24.pdf](#)  
[Email From Silverleaf Ct Neighborhood 7-16-24.pdf](#)  
[Email from Matthew + Kay Clark 7-24-24.pdf](#)

*An email received shortly before the Plan Commission meeting from Matt and Kay Clark of 4701 N. Gardenwood Lane was provided to the Commission and is attached.*

*Proceeds to Council on September 4, 2024.*

**Carpenter moved, seconded by Fenton, that Amendment to Planned Development Overlay District (PD/C-2 #4-00) be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

[24-0932](#)

Request to approve Rezoning #6-24 for the subject parcels located at 4321 N. Ballard Road amending the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 Planned Development Overlay General Commercial District to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Exhibit C

**Attachments:** [StaffReport\\_Thrivent\\_Compplan+Rezoning\\_For7-24-24.pdf](#)  
[Email From Silverleaf Ct Neighborhood 7-16-24.pdf](#)  
[Email from Matthew + Kay Clark 7-24-24.pdf](#)

*An email received shortly before the Plan Commission meeting from Matt and Kay Clark of 4701 N. Gardenwood Lane was provided to the Commission and is attached.*

*Proceeds to Council on September 4, 2024.*

**Fenton moved, seconded by Carpenter, that Rezoning #6-24 be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

## 7. Information Items

[24-0933](#)

West College Avenue - A NEW Avenue Presentation

**Attachments:** [W College Ave\\_PPT Elected Officials.pdf](#)

**This item was presented and discussed.**

## 8. Adjournment

**Fenton moved, seconded by Robins, that the meeting be adjourned at 4:38 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 6 - Palm, Robins, Mayor Woodford, Neuberger, Fenton and Carpenter

**Excused:** 1 - Uitenbroek

**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 Wednesday, August 14, 2024, at 3:30 P.M., or as soon thereafter as can be heard, in Common Council Chambers, 6th Floor, City Hall, 100 North Appleton Street, for the following proposed rezoning request.

**Common Description:**

319 N. Drew Street (Tax Id #31-2-0486-00), including to the centerline of the adjacent street right-of-way

**Rezoning Request:** A rezoning request has been initiated by William Bultman and Evelyn Li, owners and applicants, in the matter of amending Chapter 23 (Zoning Ordinance) of the Municipal Code of the City of Appleton for the above-described real estate, which is currently zoned R-2 Two-Family District. The owner/applicant propose to rezone the property to R-1C Central City Residential District (see attached maps). The R-1C district is intended to provide for the conservation and revitalization of residential areas located in the oldest parts of the City characterized predominately by single-family, detached dwellings on small sized lots of record while protecting residential neighborhoods from the intrusion of incompatible non-residential uses.

**Purpose of the Rezoning:** The property owners are proposing to construct a porch on the front of their house and are not able to meet minimum 20-foot setback front yard setback requirement of the R-2 District. The R-1C District requires a minimum front yard setback of 10 feet, which will facilitate the construction of a porch pursuant to the applicable regulations of the R-1C District.

**Aldermanic District:** 1 – Alderperson William Siebers

You are being notified as a policy of the City of Appleton Community Development Department. All persons interested are invited to attend this meeting and will be given an opportunity to be heard. Feedback can also be shared with Plan Commission members via written letter or email. The Plan Commission makes a recommendation to the Common Council who makes the final decision on the matter.

Any questions regarding this matter should be directed to Don Harp, Principal Planner, in the Community Development Department at 920-832-6466 or by email at [don.harp@appleton.org](mailto:don.harp@appleton.org).

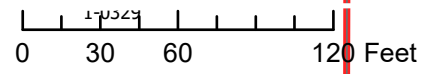
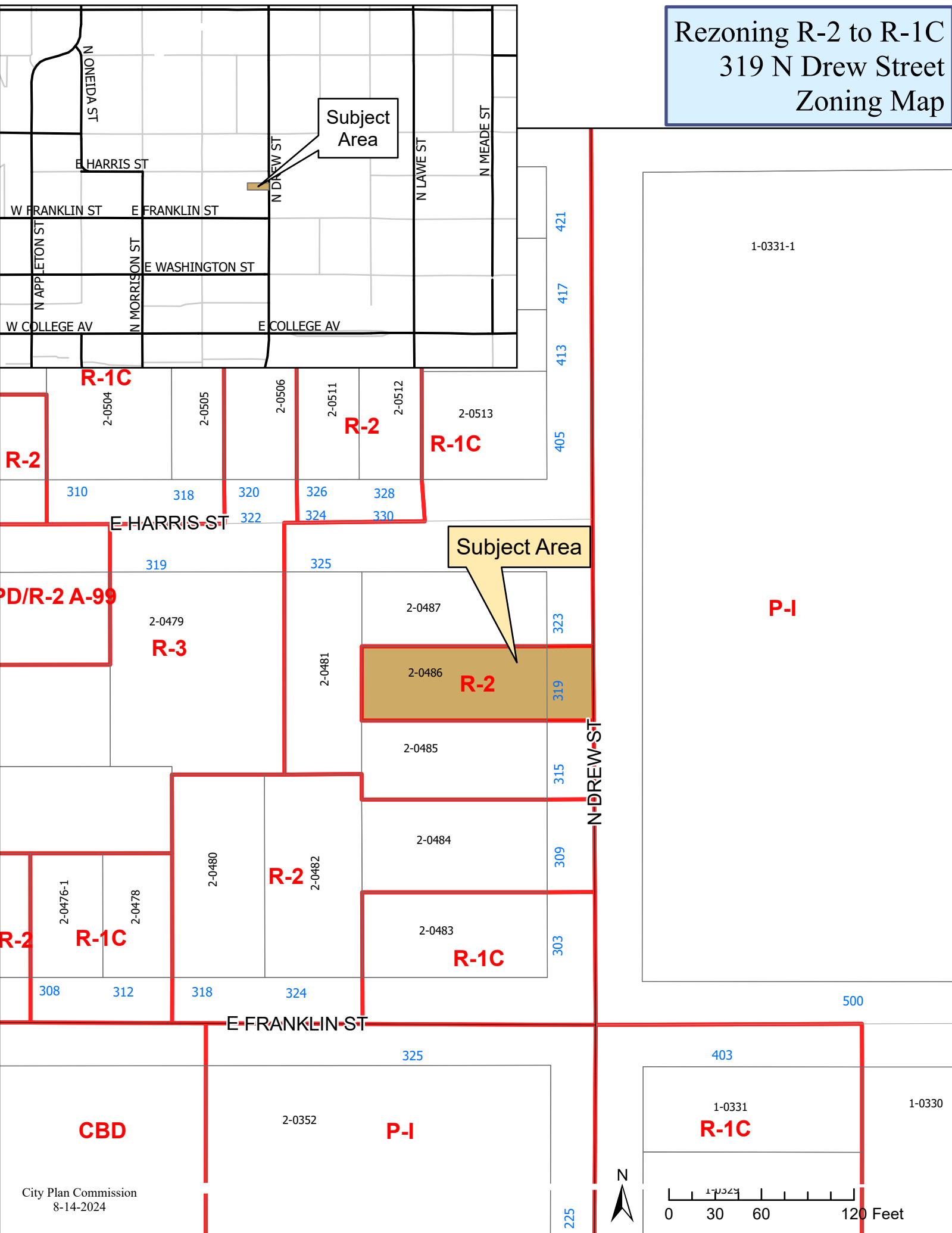
CITY PLAN COMMISSION  
APPLETON, WISCONSIN

COMMUNITY DEVELOPMENT DEPARTMENT  
CITY HALL – 100 NORTH APPLETON STREET  
APPLETON, WISCONSIN 54911-4799  
(920) 832-6468

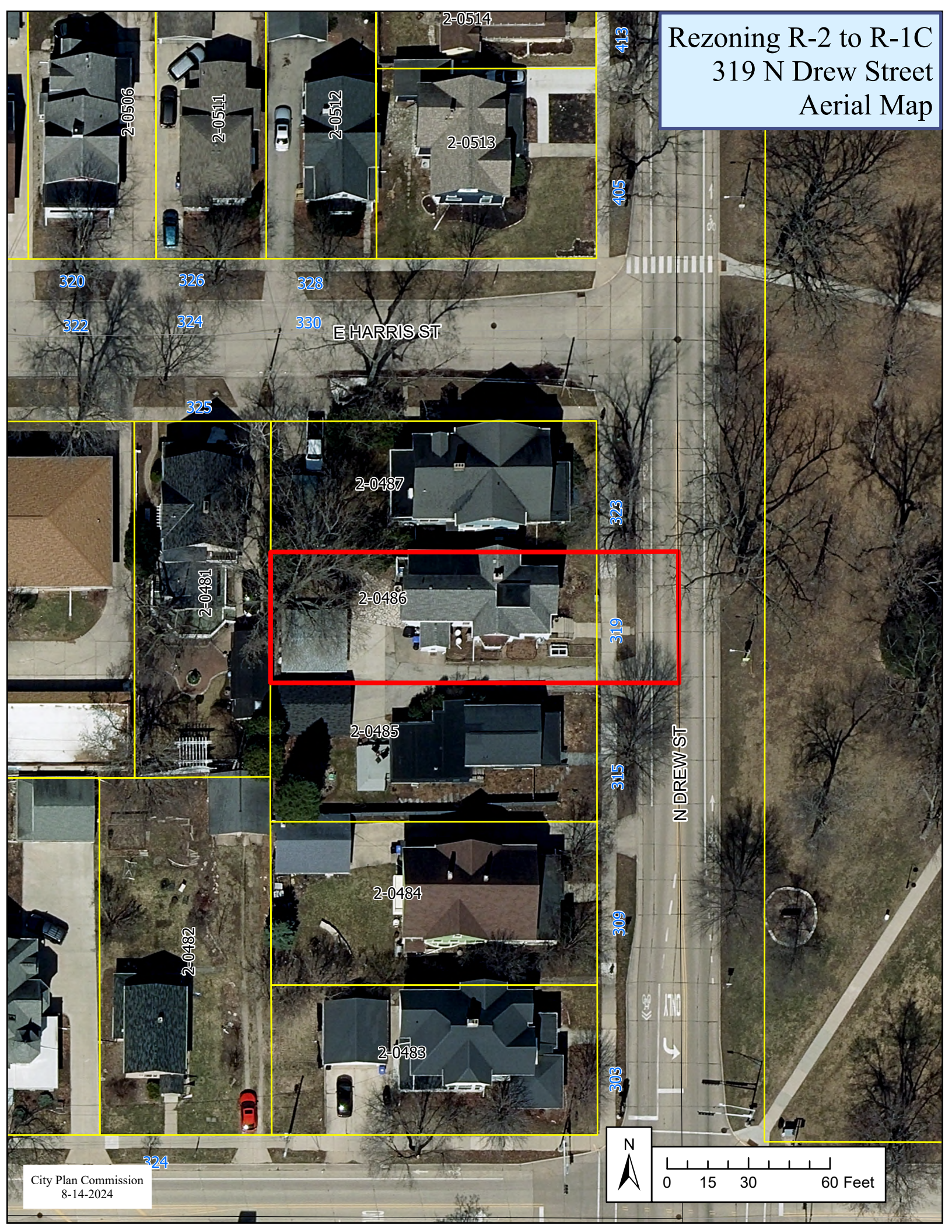
*Reasonable accommodations for persons with disabilities will be made upon request and if feasible.*



# Rezoning R-2 to R-1C 319 N Drew Street Zoning Map



Rezoning R-2 to R-1C  
319 N Drew Street  
Aerial Map



320 326 328  
322 324 330  
E HARRIS ST

413  
405  
323  
319  
315  
309  
303

N DREW ST

2-0506

2-0511

2-0512

2-0514

2-0513

325

2-0437

2-0481

2-0486

2-0485

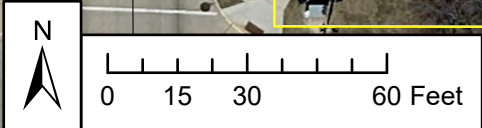
2-0484

2-0482

2-0483

324

City Plan Commission  
8-14-2024



**NOTICE OF INFORMAL PUBLIC HEARING**  
**OF THE**  
**APPLETON CITY PLAN COMMISSION**

Dear property owner(s):

The City of Appleton Plan Commission will conduct an Informal Public Hearing on Wednesday, August 14, 2024, at 3:30 P.M., in Common Council Chambers, 6th Floor, City Hall, 100 North Appleton Street, or as soon thereafter as can be heard, for the purpose of considering the following proposed Street Vacation (discontinuance of a portion of public street right-of-way).

**LEGAL DESCRIPTION OF AREA TO BE VACATED:**

The North 70 feet of Sampson Street, bounded on the North by the South line of Winnebago Street, on the West by Block 79 of the 1st Ward Plat, and on the East by Block 77 of the 1st Ward Plat and also Lot 44 of the Garfield Place Plat, all according to the recorded Assessor's Plat of the City of Appleton, being located in the NW ¼ of Section 25, T.21N., R.17E., City of Appleton, Outagamie County, Wisconsin.

See also attached Exhibit "A" for illustration.

**COMMON DESCRIPTION:** Portion of Sampson Street, located south of E. Winnebago Street

**ALDERMANIC DISTRICT:** 2 – Alderperson Vered Meltzer

**PARTIAL STREET VACATION REQUEST:**

A Street Vacation request has been initiated by the applicant, City of Appleton. The applicant requests to vacate and discontinue a portion of Sampson Street. Based on the topography of the area and lack of need for an additional street in this location, the area being vacated is no longer needed for public street purposes. The adjoining property owner(s) will acquire ownership to the afore-described and vacated portion of Sampson Street right-of-way, as shown on the attached maps.

**PURPOSE OF NOTIFICATION:**

You are being notified as a policy of the City of Appleton Community Development Department. All persons interested are invited to attend this meeting and will be given an opportunity to be heard. Feedback can also be shared with Plan Commission members via written letter or email. The Plan Commission makes a recommendation to the Common Council who makes the final decision on the matter.

Any questions regarding this matter should be directed to Lindsey Smith, Principal Planner, in the Community Development Department at 920-832-3943 or by email at [lindsey.smith@appleton.org](mailto:lindsey.smith@appleton.org).

CITY PLAN COMMISSION

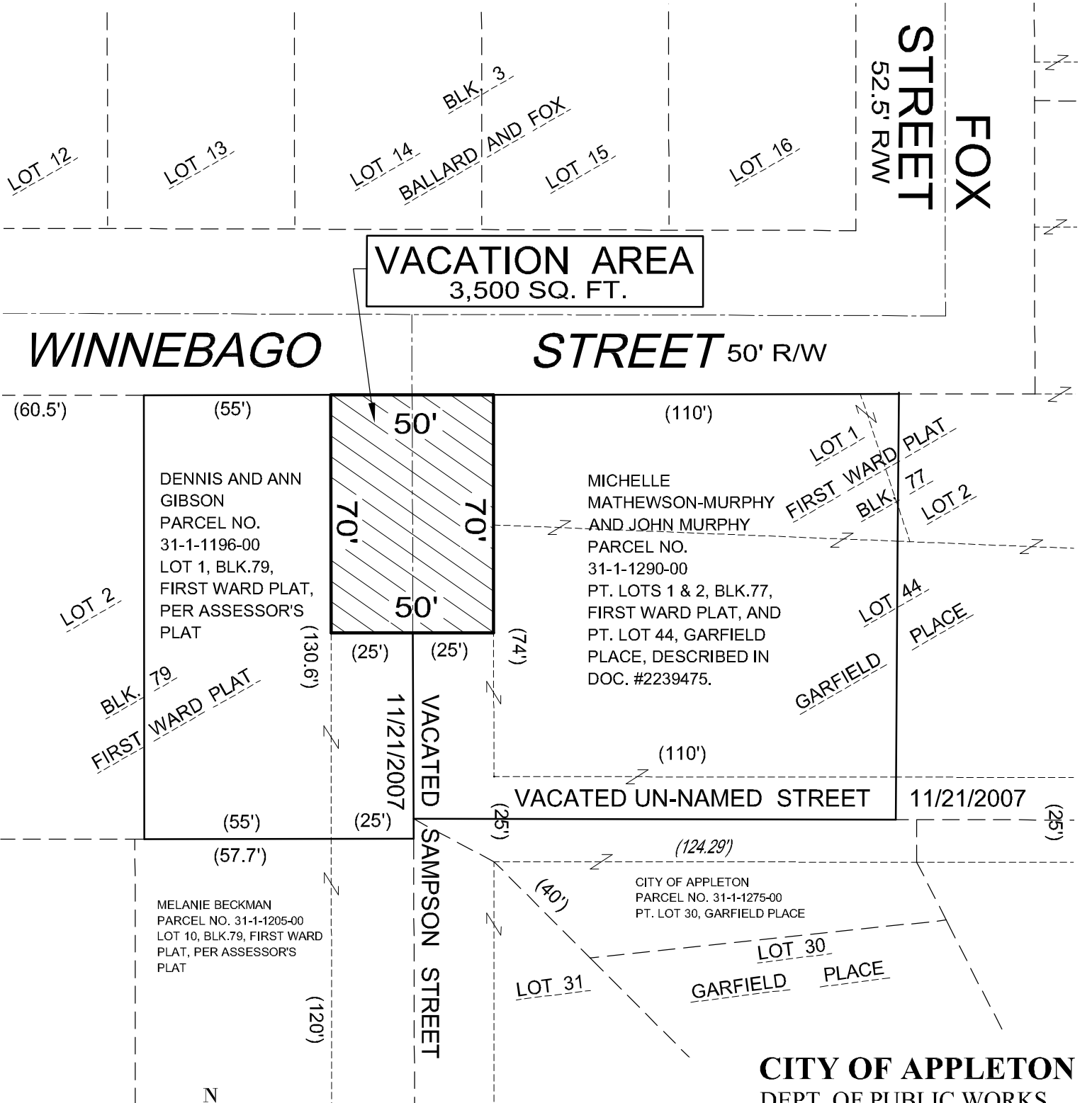
COMMUNITY DEVELOPMENT DEPARTMENT  
CITY HALL – 100 NORTH APPLETON STREET  
APPLETON, WISCONSIN 54911  
920-832-6468

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

# EXHIBIT "A"

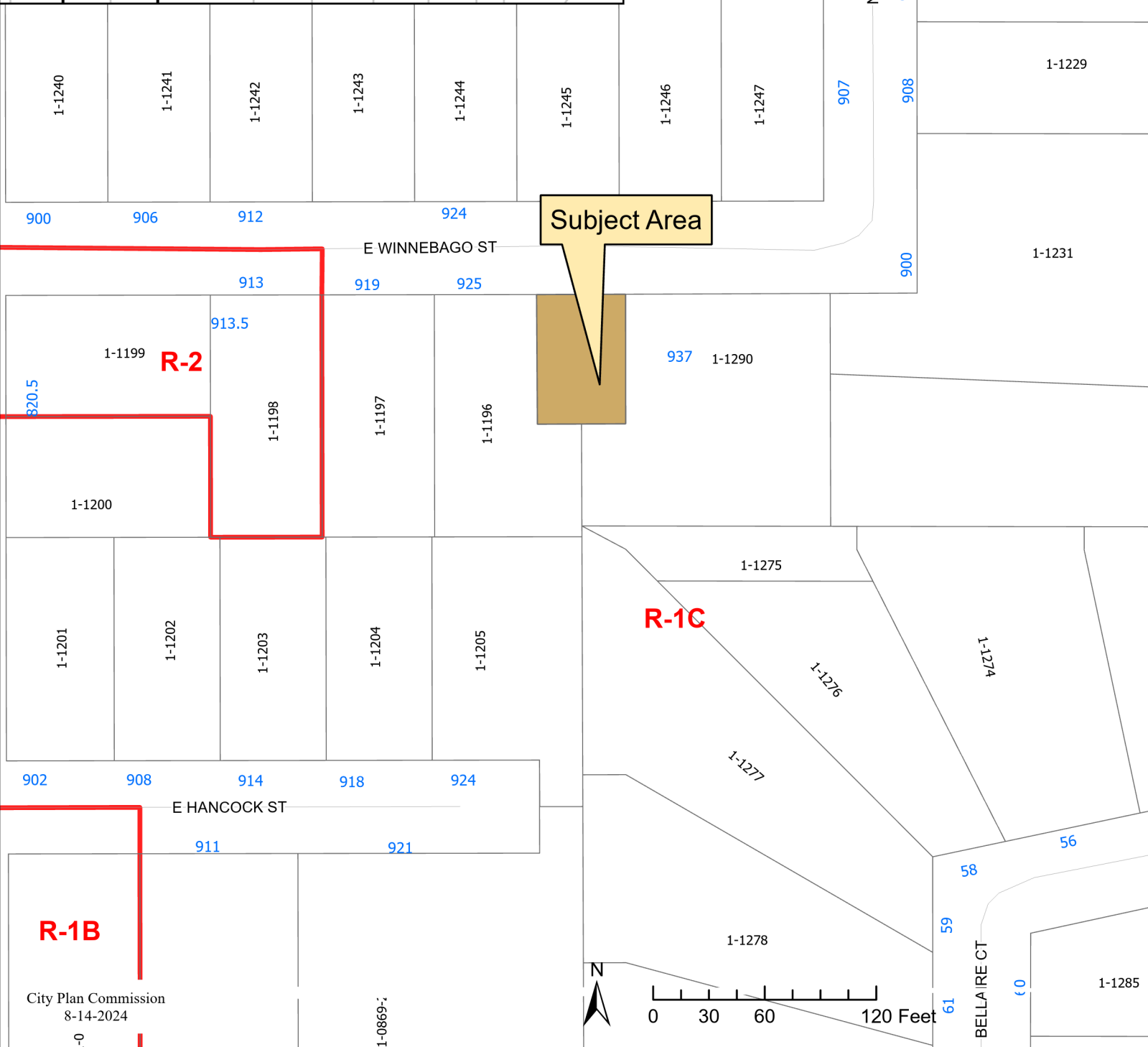
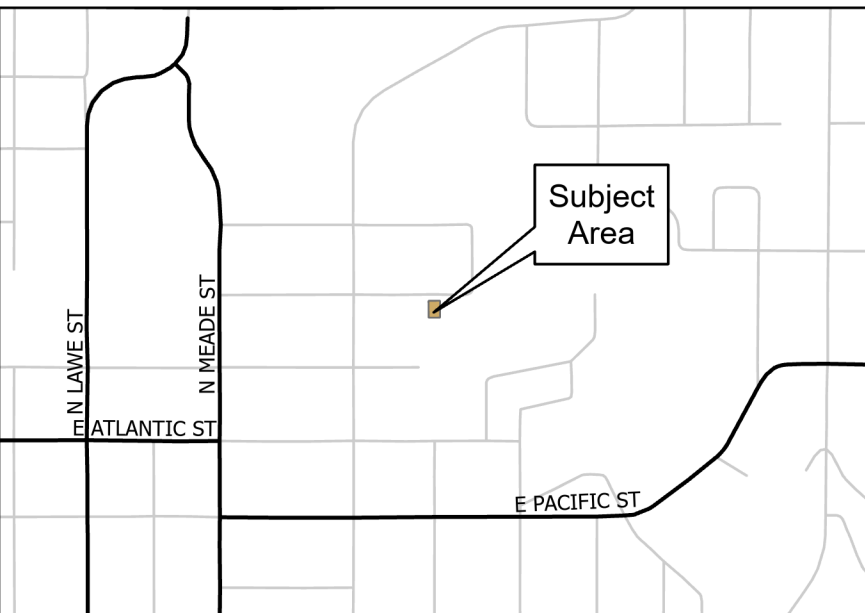
## SAMPSON STREET VACATION

The North 70 feet of Sampson Street, bounded on the North by the South line of Winnebago Street, on the West by Block 79 of the 1st Ward Plat, and on the East by Block 77 of the 1st Ward Plat and also Lot 44 of the Garfield Place Plat, all according to the recorded Assessor's Plat of the City of Appleton, being located in the NW ¼ of Section 25, T.21N., R.17E., City of Appleton, Outagamie County, Wisconsin.

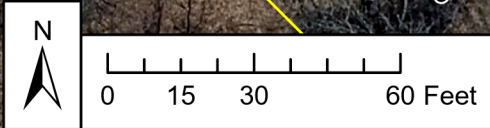
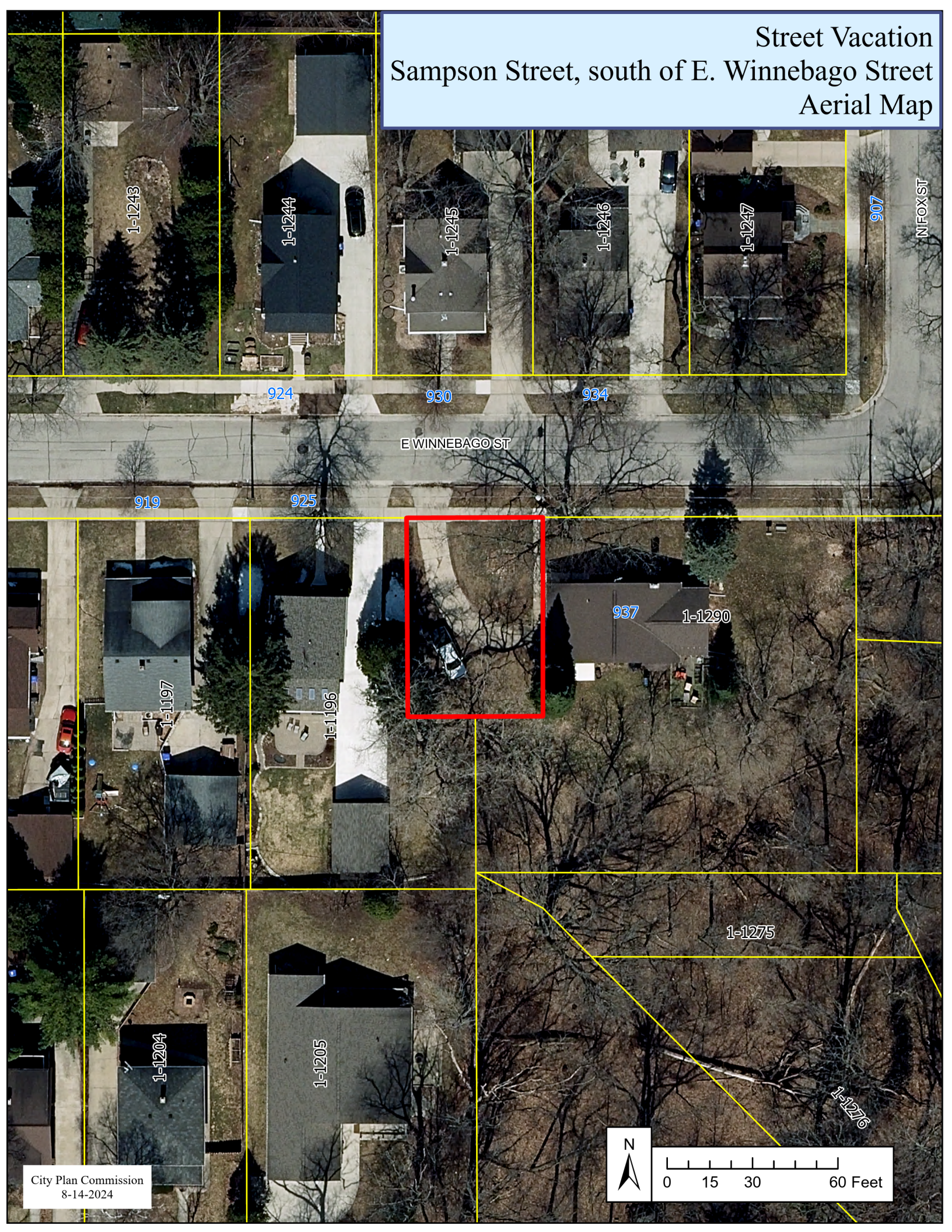


**CITY OF APPLETON**  
DEPT. OF PUBLIC WORKS  
ENGINEERING DIVISION  
100 NORTH APPLETON STREET  
APPLETON, WI 54911  
920-832-6474  
DRAFTED BY: T. KROMM  
Acad\Vacation\2024\Sampson\_0717\_2024

# Street Vacation Sampson Street, south of E. Winnebago Street



# Street Vacation Sampson Street, south of E. Winnebago Street Aerial Map





# CITY OF APPLETON

## MEMORANDUM

**Date:** August 14, 2024  
**To:** City Plan Commission  
**From:** Don Harp, Principal Planner  
**Subject:** Rezoning #7-24 – 319 North Drew Street

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### GENERAL INFORMATION

**Owner/Applicant:** William Bultman and Evelyn Li, owners and applicants

**Address/Parcel Number:** 319 North Drew Street (Tax Id #31-2-0486-00)

**Petitioner's Request:** The property owner proposes to rezone the subject parcel from R-2 Two-Family Residential District to R-1C Central City Residential District. The rezoning will establish setbacks ideal for restoring a historic porch on the front of the house.

**Plan Commission Informal Hearing Meeting Date:** August 14, 2024

**Common Council Public Hearing Meeting Date:** September 4, 2024

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### BACKGROUND

1893 – The house was constructed.

1897 – At the age of 12, Edna Ferber and family moved to Appleton. According to the walking tour brochure for the City Park Historic District, this was the first home Edna Ferber and her family lived in. Edna Ferber (Novelist) was one of Appleton's most famous citizens, winning a Pulitzer Prize for her novel, *So Big*, in 1924.

1925 – The address of the house changed from 701 Drew Street to 319 North Drew Street.

2002 – The house is located in the State and National Appleton City Park Historic District. According to the State and National nomination form, the house is known as the "E. Craney House". The house contributes to the historic district architecturally as a Queen Anne style home.

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### STAFF ANALYSIS

**Project Summary:** The property owners are proposing to construct a porch on the front of their house and are not able to meet minimum 20-foot setback front yard setback requirement of the R-2 District. The R-1C District requires a minimum front yard setback of 10 feet which will facilitate the construction of a porch pursuant to the applicable regulations of the R-1C District.

**Existing Site Conditions:** The subject parcel is approximately 5,760 square feet in size and contains a single-family home and a detached garage.

**Surrounding Zoning and Land Use:** The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are residential and institutional in nature.

North: R-1C Central City Residential District. The adjacent land use to the north is currently single-family residential.

South: R-1C Central City Residential District. The adjacent land use to the south is currently single-family residential.

East: P-I Public Institutional District. The adjacent land use to the east is currently a public park "City Park".

West: R-1C Central City Residential District. The adjacent land use to the west is currently single-family residential.

**Appleton Comprehensive Plan 2010-2030:** Community Development staff has reviewed this proposal and determined it is compatible with the goals and objectives found in the City's *Comprehensive Plan 2010-2030*. 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.*

*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.*

*OBJECTIVE 5.3 Housing and Neighborhoods:*

*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.*

*OBJECTIVE 10.5 Land Use:*

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

**Proposed Zoning Classification:** The R-1C Central City Residential District is intended to provide for the conservation and revitalization of residential areas located in the oldest parts of the City characterized predominately by single-family, detached dwellings on small sized lots of record while protecting residential neighborhoods from the intrusion of incompatible non-residential uses. Per Section 23-94(g) of the Municipal Code, the development standards for single-family detached dwellings in the R-1C District are listed below:

(1) **Minimum lot area:**

- a. Four thousand (4,000) square feet for single-family detached dwellings.

(2) **Maximum lot coverage.** Seventy-five percent (75%).



(3) **Minimum lot width.**

- a. Forty (40) feet for single-family detached dwellings.

(4) **Minimum front yard.**

- a. Ten (10) feet.
- b. Twenty (20) feet on an arterial street.

(5) **Minimum rear yard.** Twenty-five (25) feet.

(6) **Minimum side yard.**

- a. Five (5) feet for single-family dwellings.

(7) **Maximum building height.** Thirty-five (35) feet.

**Standards for Zoning Map Amendments:** Per Section 23-65(d)(3) of the Municipal Code, all recommendations for Official Zoning Map amendments shall be consistent with the adopted plans, goals, and policies of the City and with the intent of the Zoning Ordinance. It would appear the criteria established has been satisfied. Related excerpts are listed below.

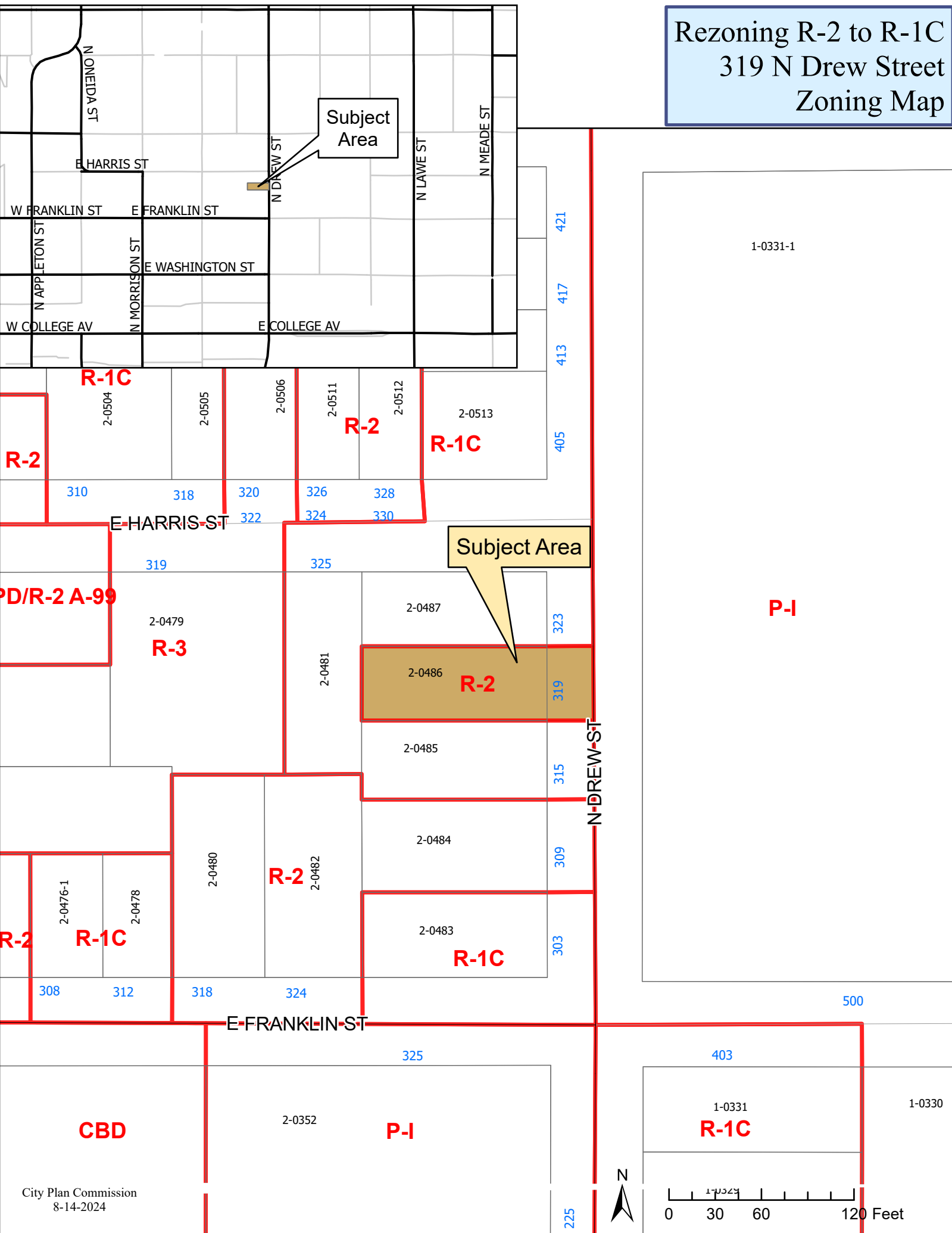
- a. Prior to making a recommendation on a proposed rezoning, the Plan Commission shall make a finding to determine if the following conditions exist. No rezoning of land shall be approved prior to finding at least one of the following:
  1. The request for a zone change is in conformance with the Comprehensive Plan for the City of Appleton. *The rezoning request is in conformance with the Comprehensive Plan 2010-2030 goals and objectives stated above and the Future Land Use Map, which identifies this area with a future one- and two-family residential designation.*
  2. A study submitted by the applicant that indicates that there has been an increase in the demand for land in the requested zoning district, and as a result, the supply of land within the City mapped as such on the Official Zoning Map is inadequate to meet the demands for such development.
  3. Proposed amendments cannot be accommodated by sites already zoned in the City due to lack of transportation, utilities or other development constraints, or the market to be served by the proposed use cannot be effectively served by the location of the existing zoning district(s).
  4. There is an error in the code text or zoning map as enacted.
- b. In addition to the findings required to be made by subsection (a), findings shall be made by the Plan Commission on each of the following matters based on the evidence presented:
  1. The adequacy of public facilities such as transportation, utilities and other required public services to serve the proposed site. *The subject area is served by existing infrastructure, and the transportation network, no additional impacts are anticipated.*
  2. The effect of the proposed rezoning on surrounding uses. *Single-family and two-family residential uses are already located in this area of the City. Therefore, the proposed rezoning request is consistent with the surrounding uses.*

**Technical Review Group (TRG) Report:** This item appeared on the July 23, 2024 TRG agenda. No negative comments were received from participating departments.

## **RECOMMENDATION**

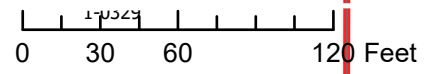
Based upon the above analysis and the standards for zoning map amendments as required by Section 23-65(d)(3) of the Zoning Ordinance, staff recommends Rezoning #7-24 to rezone 319 North Drew Street (Tax Id #31-2-0486-00) from R-2 Two-family District to R-1C Central City Residential District, including to the centerline of the adjacent right-of-way(s) as shown on the attached map, **BE APPROVED**.

# Rezoning R-2 to R-1C 319 N Drew Street Zoning Map

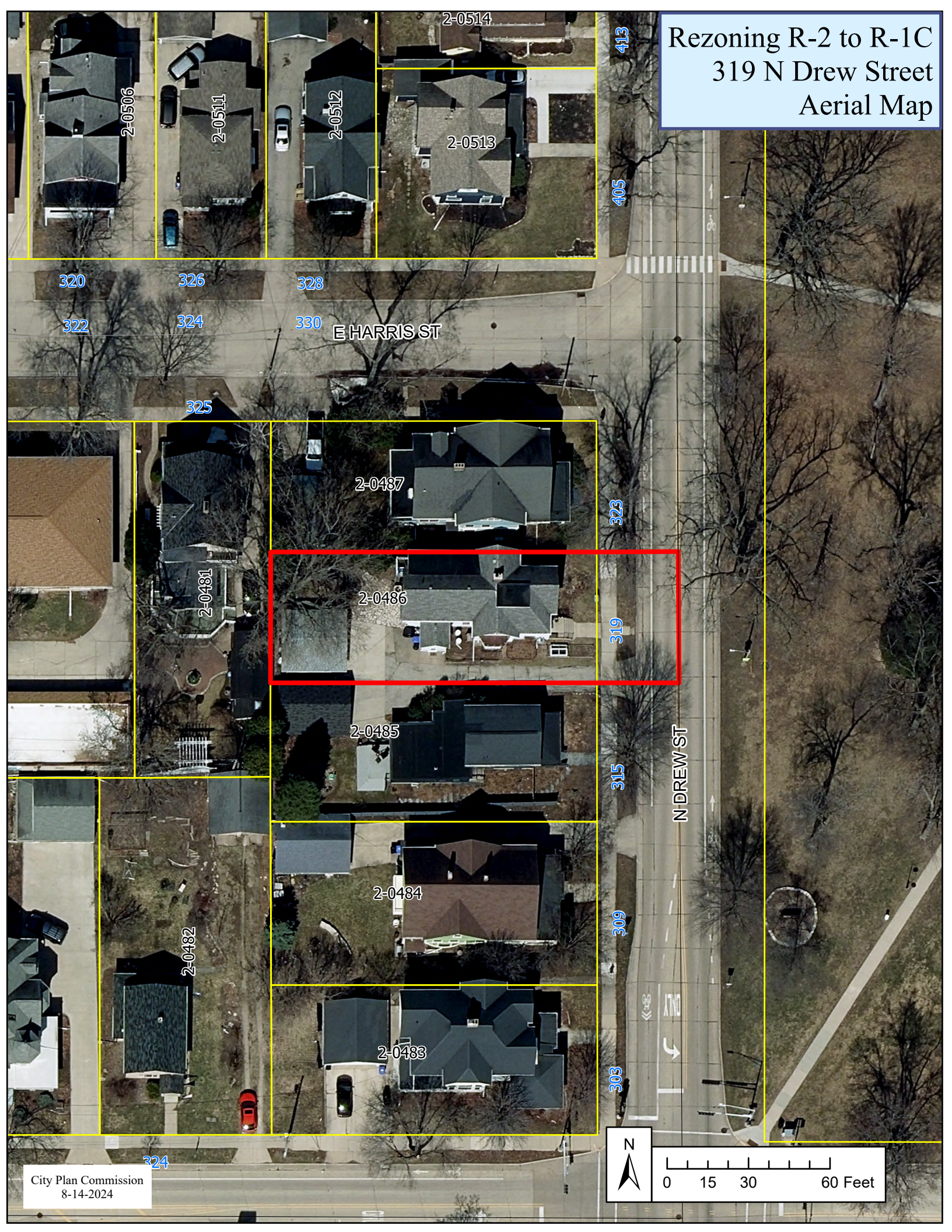


Subject Area

Subject Area



Rezoning R-2 to R-1C  
319 N Drew Street  
Aerial Map



320 326 328  
322 324 330  
E HARRIS ST

413  
405  
323  
319  
315  
309  
303

N DREW ST

2-0506

2-0511

2-0512

2-0514

2-0513

325

2-0437

2-0481

2-0486

2-0485

2-0484

2-0482

2-0483

324

N  
0 15 30 60 Feet

Rezoning #7-24

319 N. Drew Street  
Parcel #31-2-0486-00

LEGAL DESCRIPTION:

SECOND WARD PLAT 2WD S48FT OF N96FT OF E38.9FT OF LOT 4 & S48FT OF N96FT OF LOT 5 BLK 44, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, INCLUDING TO THE CENTER LINE OF THE ADJACENT RIGHT-OF-WAY



# CITY OF APPLETON

## MEMORANDUM

**Date:** August 14, 2024  
**To:** City Plan Commission  
**From:** Lindsey Smith, Principal Planner  
**Subject:** Street discontinuance to vacate a portion of Sampson Street right-of-way

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## GENERAL INFORMATION

**Owner/Applicant:** City of Appleton / Tom Kromm, Department of Public Works

**Location:** Part of Sampson Street, located south of E. Winnebago Street

**Owner/Applicant's Request:** The applicant is requesting a street discontinuance to vacate a portion of Sampson Street right-of-way.

**Municipal Services Committee Meeting Date:** August 12, 2024

**Plan Commission Informal Public Hearing Date:** August 14, 2024

**Common Council Meeting Date – Initial Resolution:** August 21, 2024

**Common Council Meeting Date – Public Hearing (40-day waiting period):** October 2, 2024

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## BACKGROUND

A portion of the Sampson Street right-of-way is in Garfield Place Plat (1892) and 1<sup>st</sup> Ward Plat (1907) all according to the recorded 1907 Assessor's Plat. The right-of-way was dedicated when the City approved this Plat. This portion of Sampson Street right-of-way was never publicly improved with utilities and roadway.

In 2007, the City of Appleton initiated a street discontinuance to vacate a portion of Sampson Street right-of-way generally located between E. Winnebago Street and E. Atlantic Street. The subject area being considered was not vacated in 2007 due to an existing driveway in Sampson Street right-of-way for 937 E. Winnebago Street.

When right-of-way is vacated, it is given to those abutting lands where the right-of-way was originally dedicated. The City did not vacate the subject area in 2007 as the vacation would have created a portion of the driveway for 937 E. Winnebago to be owned by 925 E. Winnebago Street.

Recently, the property owners (Gibson) at 925 E. Winnebago Street have agreed to sell their portion (25 feet x 70 feet) of the vacated Sampson Street right-of-way to the property owners (Murphy) at 937 E. Winnebago Street. As this agreement is in place, this will allow 937 E. Winnebago Street to maintain their driveway with the vacated Sampson Street. Murphy has also expressed interest in building an accessory building in the vacated Sampson Street.

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## **STAFF ANALYSIS**

**Title to Vacated Street:** When vacated, the land reverts to its original source, which in this case includes the parcels located adjacent to the proposed vacation area. Consequently, title to the street segments being vacated would belong to the adjoining property owner. The owner (Murphy) of parcel #31-1-1290-00 would acquire a vacated part of Sampson right-of-way totaling approximately 1,750 square feet. The owner (Gibson) of parcel #31-1-1196-00 would acquire vacated part of Sampson Street right-of-way totaling approximately 1,750 square feet. As shown on the attached map, the adjoining property owner would acquire the vacated Sampson Street right-of-way of approximately 3,500 square feet. Per the attached agreement, Gibson intends to sell approximately 1,750 square feet to Murphy to maintain the existing driveway in Sampson Street right-of-way. It is anticipated that the vacated area would be combined with the surrounding parcel, as described above.

**Existing Public Utilities:** The City will not retain an easement for any existing utilities within the entire length and width of the vacated right-of-way. The easement release is captured in the attached Initial Resolution.

**Street Right-of-Way Width:** This portion of Sampson Street is approximately 50 feet wide.

**Street Classification:** The City's Arterial/Collector Plan Map identifies Sampson Street as a local street.

**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 residential and institutional in nature.

North: R-1C Central City Residential District. The adjacent land to the north is E. Winnebago Street.

South: R-1C Central City Residential District. The adjacent land uses to the south are single family residential.

East: R-1C Central City Residential District. The adjacent land use to the east is single family residential.

West: R-1C Central City Residential District. The adjacent land use to the west is single family residential.

**Comprehensive Plan 2010-2030:** The City of Appleton *Comprehensive Plan 2010-2030* Future Land Use Map identifies this area with a future Public/Institutional Use. The proposed street vacation is consistent with the following excerpts from the *Comprehensive Plan 2010-2030*.

*OBJECTIVE 6.8 Transportation:*

*Implement transportation improvements which also support the City's desired land use, housing and neighborhood goals, objectives, and policies.*

*POLICY 5.2.3 Encourage and facilitate renovate and redevelopment that preserves and enhances the viability existing housing and neighborhoods.*

**Technical Review Group (TRG) Report:** This item appeared on the July 23, 2024 TRG agenda. No negative comments were received from participating departments.

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## **FUTURE ACTION**

**Certified Survey Map:** The property owner at 937 E. Winnebago Street will be required to submit an application for Certified Survey Map (CSM) review pursuant to Division 4, Minor Land Division (CSM) of the City of Appleton Subdivision Code prior to any construction commencing or issuance of building permits within the vacated Sampson Street. Staff will review the CSM for conformance with the City's Municipal Code.

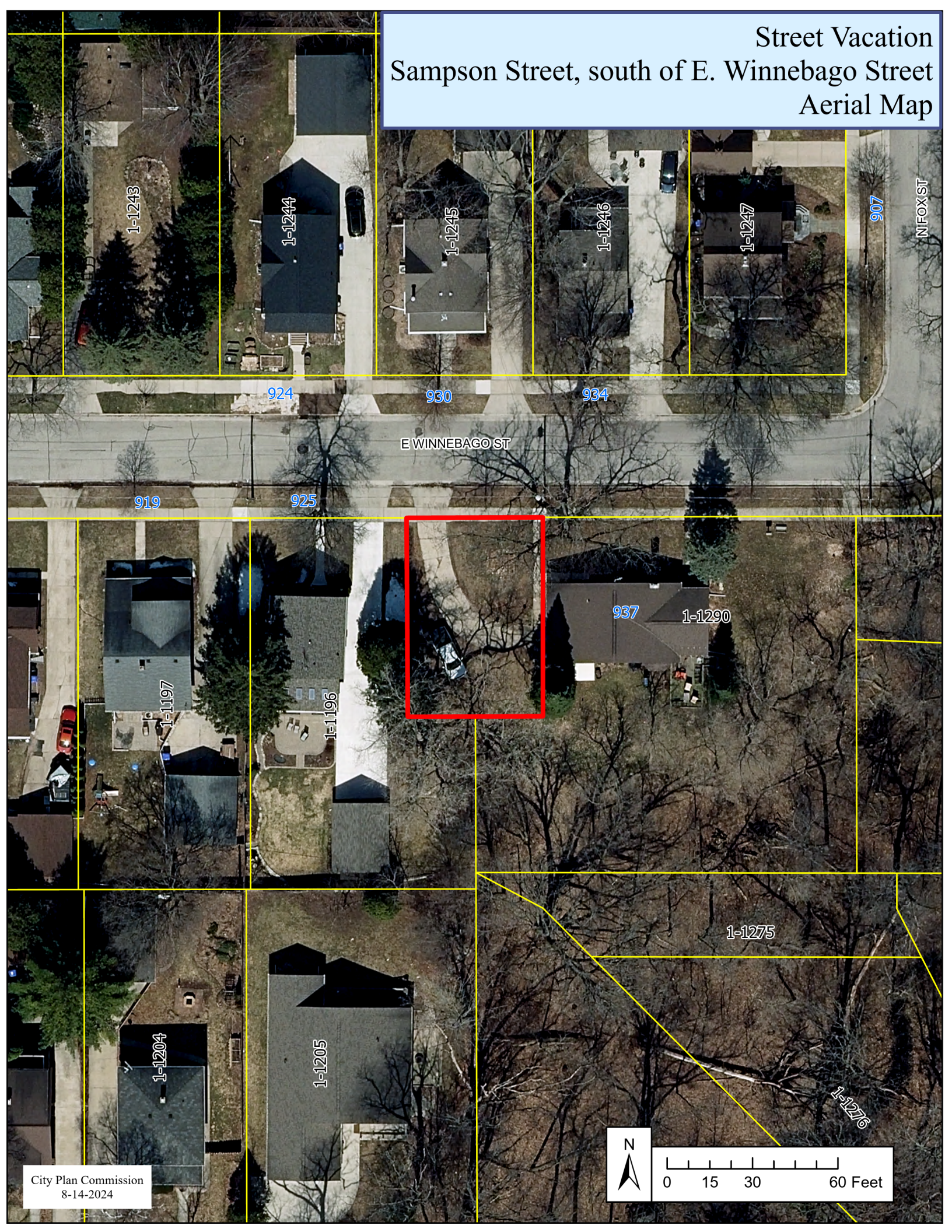
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## **RECOMMENDATION**

Staff recommends the discontinuance of a portion of Sampson Street public right-of-way, as shown on the attached map and legal description, and the adoption of the Initial Resolution, **BE APPROVED**.



# Street Vacation Sampson Street, south of E. Winnebago Street Aerial Map



1-1243

1-1244

1-1245

1-1246

1-1247

907

N FOX ST

924

930

934

E WINNEBAGO ST

919

925

937

1-1290

1-1197

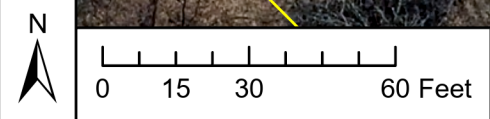
1-1196

1-1275

1-1204

1-1205

1-1276



**INITIAL RESOLUTION**

**WHEREAS**, the public interest requires that a portion of Sampson Street, south of East Winnebago Street, that has not previously been vacated, be vacated and discontinued,

**BE IT RESOLVED**, that the Common Council of the City of Appleton, Wisconsin, hereby determines that the public interest requires that a portion of Sampson Street, City of Appleton, Outagamie County, Wisconsin, as hereinafter described, is hereby vacated and discontinued pursuant to §66.1003 of the Wisconsin Statutes.

**LEGAL DESCRIPTION**

*The North 70 feet of Sampson Street, bounded on the North by the South line of Winnebago Street, on the West by Block 79 of the 1st Ward Plat, and on the East by Block 77 of the 1st Ward Plat and also Lot 44 of the Garfield Place Plat, all according to the recorded Assessor's Plat of the City of Appleton, being located in the NW ¼ of Section 25, T.21N., R.17E., City of Appleton, Outagamie County, Wisconsin.*

See also attached Exhibit "A" for illustration.

**COMMON DESCRIPTION:**

Portion of Sampson Street, south of East Winnebago Street that has not previously been vacated

**FURTHER RESOLVED**, that the City Clerk of the City of Appleton be authorized and directed to give notice required by §66.1003 of the Wisconsin Statutes.

**FURTHER RESOLVED**, that according to §66.1005 of the Wisconsin Statutes, upon vacation and discontinuance of said part of Sampson Street, title to the above-described street shall belong to the adjoining property owners and shall acquire an ownership interest in the entire area being vacated as shown on the attached Exhibit Map.

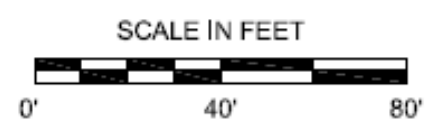
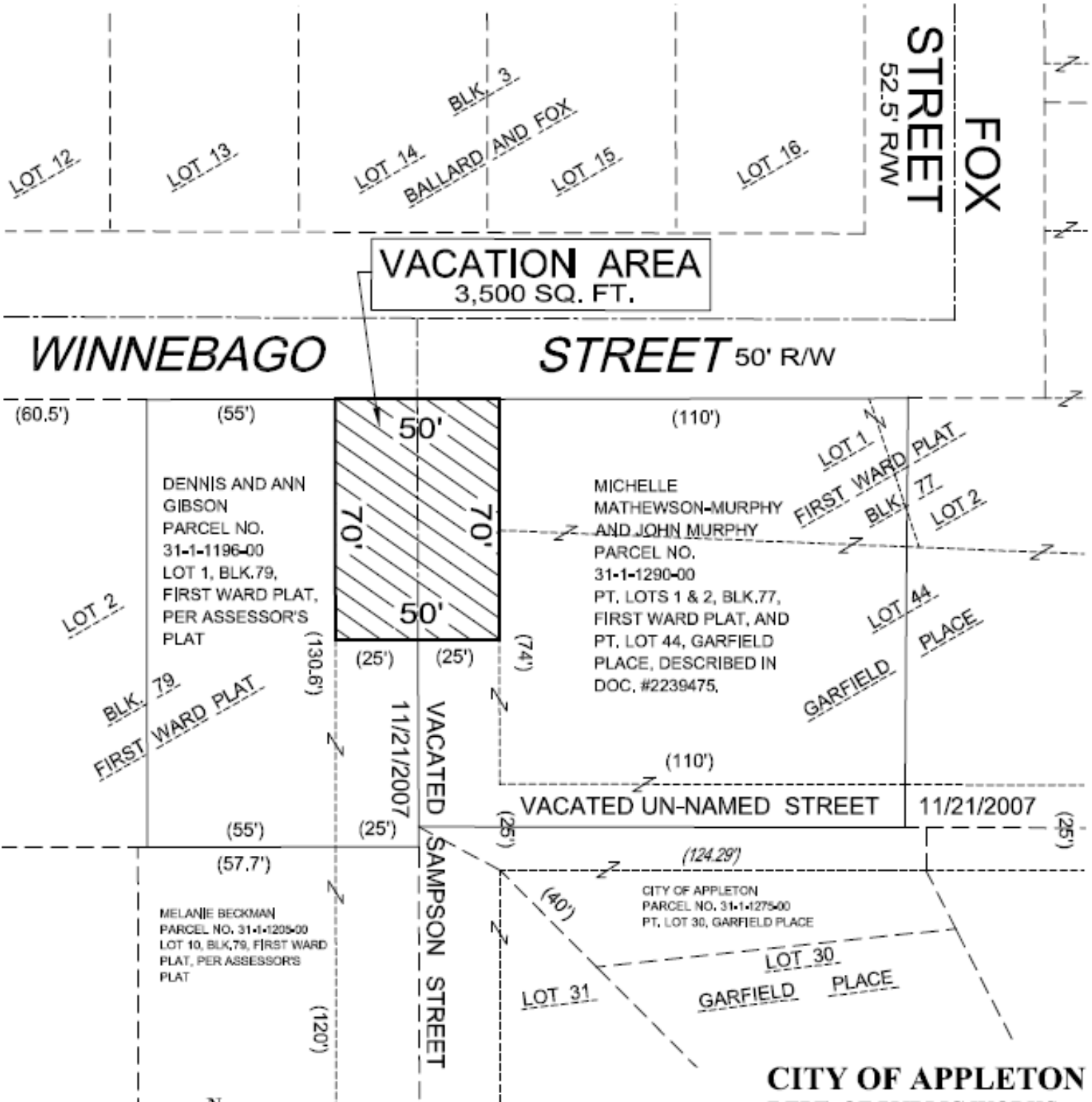
By: \_\_\_\_\_

Date: \_\_\_\_\_

# EXHIBIT "A"

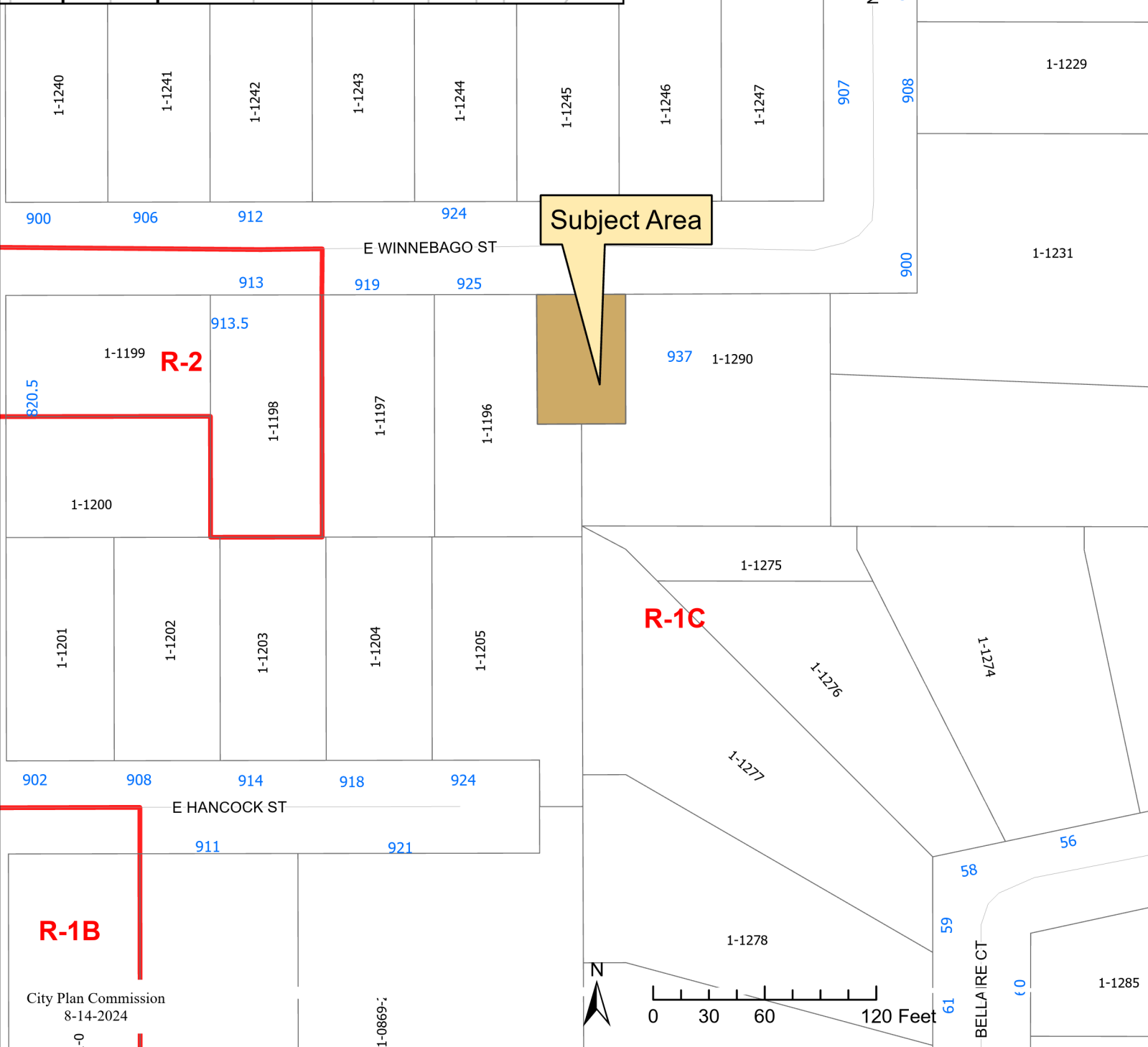
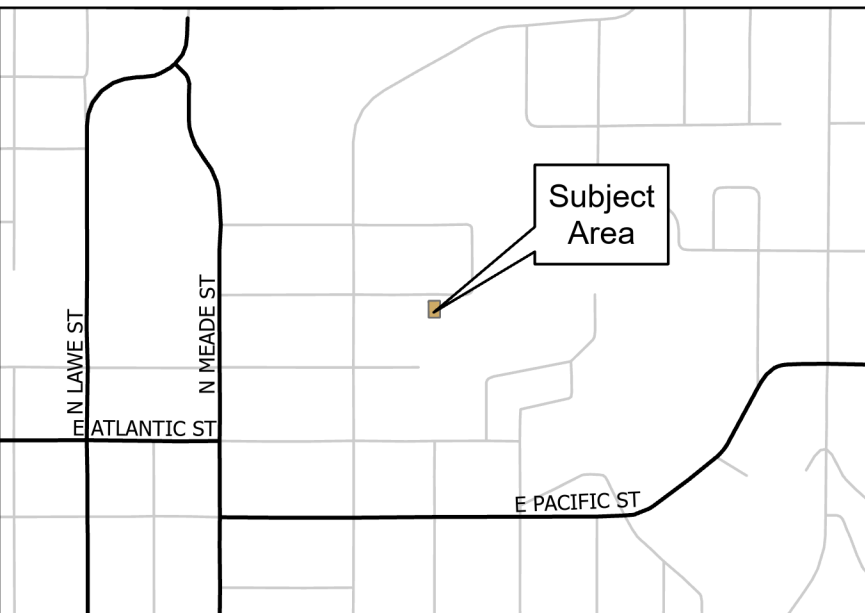
## SAMPSON STREET VACATION

The North 70 feet of Sampson Street, bounded on the North by the South line of Winnebago Street, on the West by Block 79 of the 1st Ward Plat, and on the East by Block 77 of the 1st Ward Plat and also Lot 44 of the Garfield Place Plat, all according to the recorded Assessor's Plat of the City of Appleton, being located in the NW ¼ of Section 25, T.21N., R.17E., City of Appleton, Outagamie County, Wisconsin.



**CITY OF APPLETON**  
DEPT. OF PUBLIC WORKS  
ENGINEERING DIVISION  
100 NORTH APPLETON STREET  
APPLETON, WI 54911  
920-832-6474  
DRAFTED BY: T. KROMM  
Acad/Vacation/2024/Sampson\_0717\_2024

# Street Vacation Sampson Street, south of E. Winnebago Street



# AGREEMENT

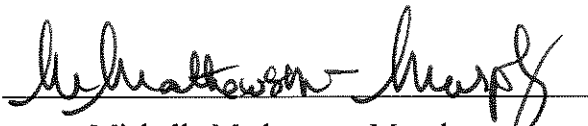
This is an Agreement dated July 8, 2024 between Mathewson-Murphy ET AL, Michelle Murphy, John P (“**Murphy**”) - owners of property (City of Appleton Tax Parcel #311129000) located at 937 E. Winnebago St., Appleton, WI, 54911 and Dennis L and Ann Gibson (“**Gibson**”) - owners of property (City of Appleton Tax Parcel #311119600) located at 925 E. Winnebago St., Appleton, WI, 54911.

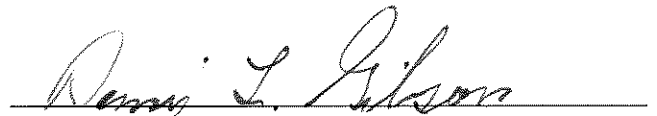
This Agreement is in regard to a 70 ft. X 50 ft. section of property currently owned/managed by the City of Appleton that is located between the above two Parcels. This Parcel is shown on **Exhibit “A”** as **(1)**.

It is mutually agreed upon by both **Murphy** and **Gibson** that the 70 ft. X 50 ft. parcel owned by the City of Appleton shown on **Exhibit “A”** as **(1)** can be split equally between both parties, with one half being deeded to **Murphy** and one half being deeded to **Gibson**.

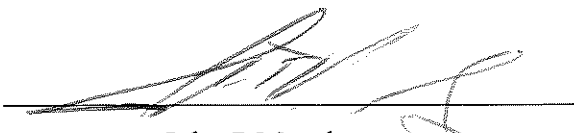
Upon completion of the deeding process, **Murphy** will purchase the **Gibson** 70 ft X 25 ft parcel and Gibson will provide a legally binding Bill of Sale relinquishing all rights of ownership to **Murphy**.


During this process, the Murphys will have full access and right of way to their property as they have had in the past.

  
Michelle Mathewson-Murphy

  
Dennis L Gibson

Mathewson-Murphy ET AL, Michelle Murphy, John P

  
John P Murphy

  
Ann E Gibson

Mathewson-Murphy ET AL, Michelle Murphy, John P

## RECEIVED

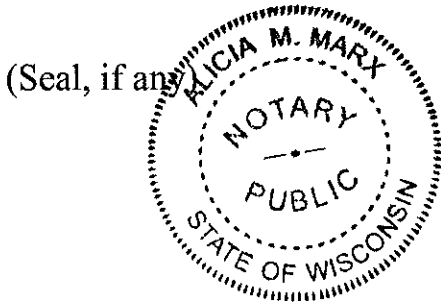
JUL - 9 2024

CITY OF APPLETON  
COMMUNITY/ECON DEVELOPMENT

State of Wisconsin

County of Outagamie

Signed before me on July 8, 2024 (date) by John P Murphy and Michelle Mathewson-Murphy and Dennis L Gibson and Ann E Gibson



Signature of notarial officer: Alicia M. Marx

My commission expires: 01/09/2027

1-1242

1-1243

1-1244

1-1245

1-1246

1-1247

1-1198

1-1197

1-1196

1-1290

1

Gibson, Dennis L  
Gibson, Ann

Parcel Number  
311119600

Mathewson-Murphy ET AL  
Michelle Murphy, John P

Parcel Number 311120000

GARFIELD  
PLACE

1-1275

MINNESAPOLIS ST

FOY ST

BALLARD

60

38.57

48.57

102.58

12429

62.12

55

55

55

55

55

55

52.5

120

60

60.5

65

55

70

70

50



# CITY OF APPLETON

## MEMORANDUM

**Date:** August 14, 2024  
**To:** City Plan Commission  
**From:** Lindsey Smith, Principal Planner  
**Subject:** Disposition of Surplus Land (Parcel Number: 31-1-1275-00) per Wis. Stat. § 62.23(5)

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## GENERAL INFORMATION

**Owner/Applicant:** City of Appleton / Lindsey Smith, Community Development Department

**Parcel Number/Location:** 31-1-1275-00, Land locked parcel between E. Winnebago Street and Bellaire Court

**Request:** The applicant is requesting to dispose of parcel number 31-1-1275-00.

**Plan Commission Meeting Date:** August 14, 2024

**Common Council Meeting Date:** August 21, 2024

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## BACKGROUND

Wis. Stat. § 62.23(5) states that the sale of land that was intended to be used as a public land shall be referred to the Plan Commission for its consideration and report before final action is taken by the Common Council.

The subject parcel is part of Lot 30 within Garfield Palace Plat of the 1907 Appleton Assessor Map.

In 2007, the City vacated the unnamed right-of-way and Sampson Street right-of-way. A portion of the vacated right-of-way was added to the subject parcel.

The City recently received an inquiry from an adjacent property owner about acquiring the subject parcel.

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## **STAFF ANALYSIS**

**Lot Area:** Approximately 3,586 square feet

**Zoning:** R-1C – Central City Residential District

**Street Frontage:** None

**Easements:** A utility easement is located on the northern 12.5 feet of the subject parcel.

**Other Relevant Information:** The subject parcel is located at the bottom of a ravine between E. Winnebago Street and Bellaire Court, approximately a 20+ foot elevation difference from the street elevation.

**Technical Review Group (TRG) Report:** This item appeared on the July 23, 2024 TRG agenda. No negative comments or objections were received from participating departments.

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## **FUTURE ACTION**

As the subject parcel is land locked, the Community Development Department will mail a notification to the property owners that are adjacent to the subject parcel. The notification will inform them about the disposition of surplus land and the process to acquire the subject parcel is interested.

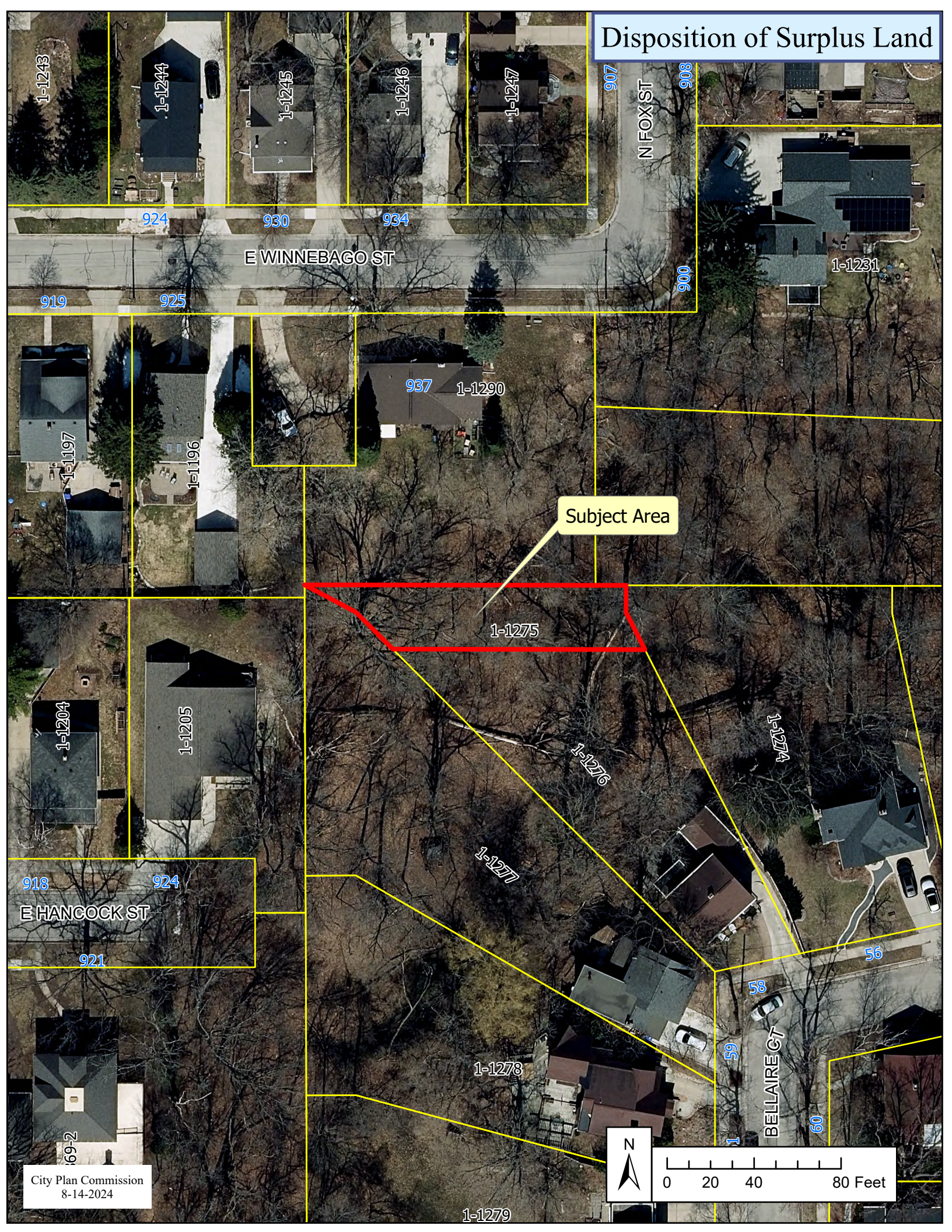
Legal Services will prepare a quit claim deed to the highest bidder.

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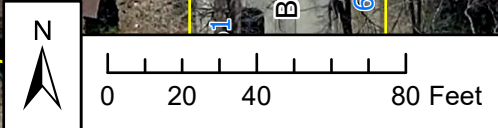
## **RECOMMENDATION**

In accordance with Wis. Stat. § 62.23(5), Staff recommends the disposition of parcel number 31-1-1275-00, surplus of public lands, as shown on the attached maps, **BE APPROVED**.

# Disposition of Surplus Land



Subject Area



# Introduction to A **NEW** Avenue

Joint Presentation by  
Town of Grand Chute,  
City of Appleton, and  
Outagamie County

July 24, 2024



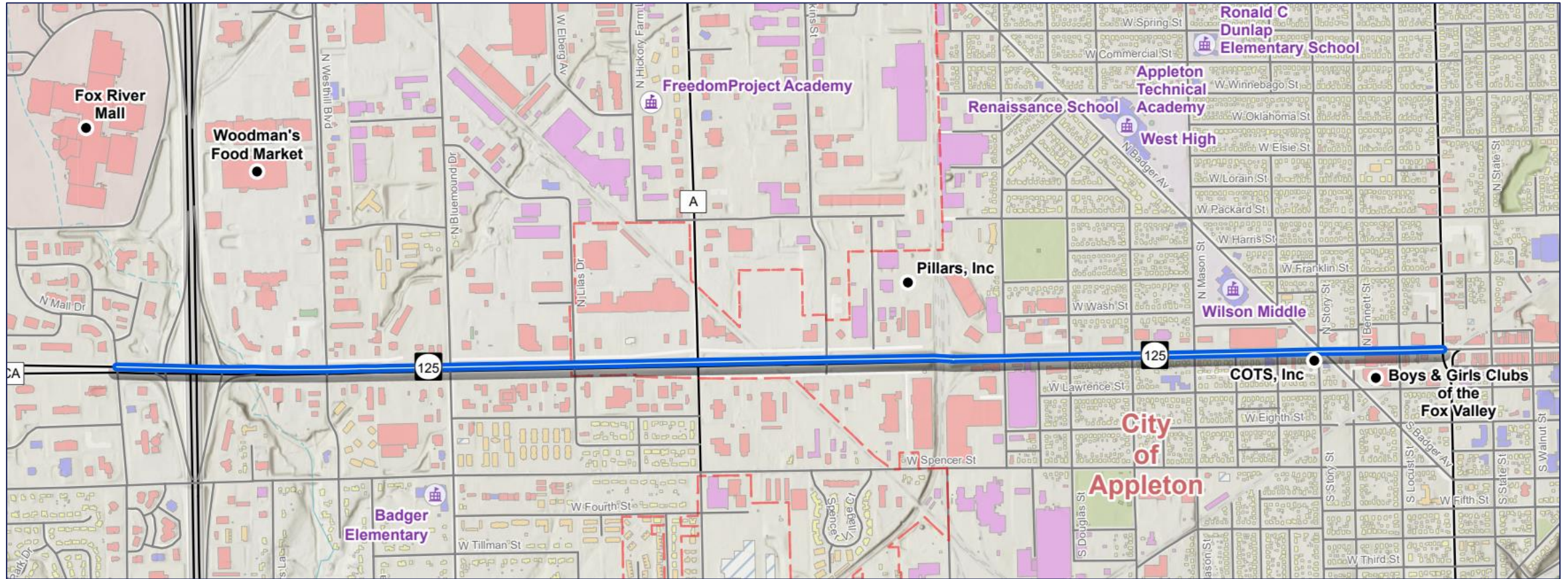
# **Project Kickoff: What's the Big Idea?**

# Establish a Vision for W College Avenue

- Received Grant from Smart Growth America (\$130,000)
- This grant is intended to reconnect communities impacted by divisive transportation infrastructure
- Funds will support development of a visionary plan for West College Avenue between Mall Drive and Richmond Street



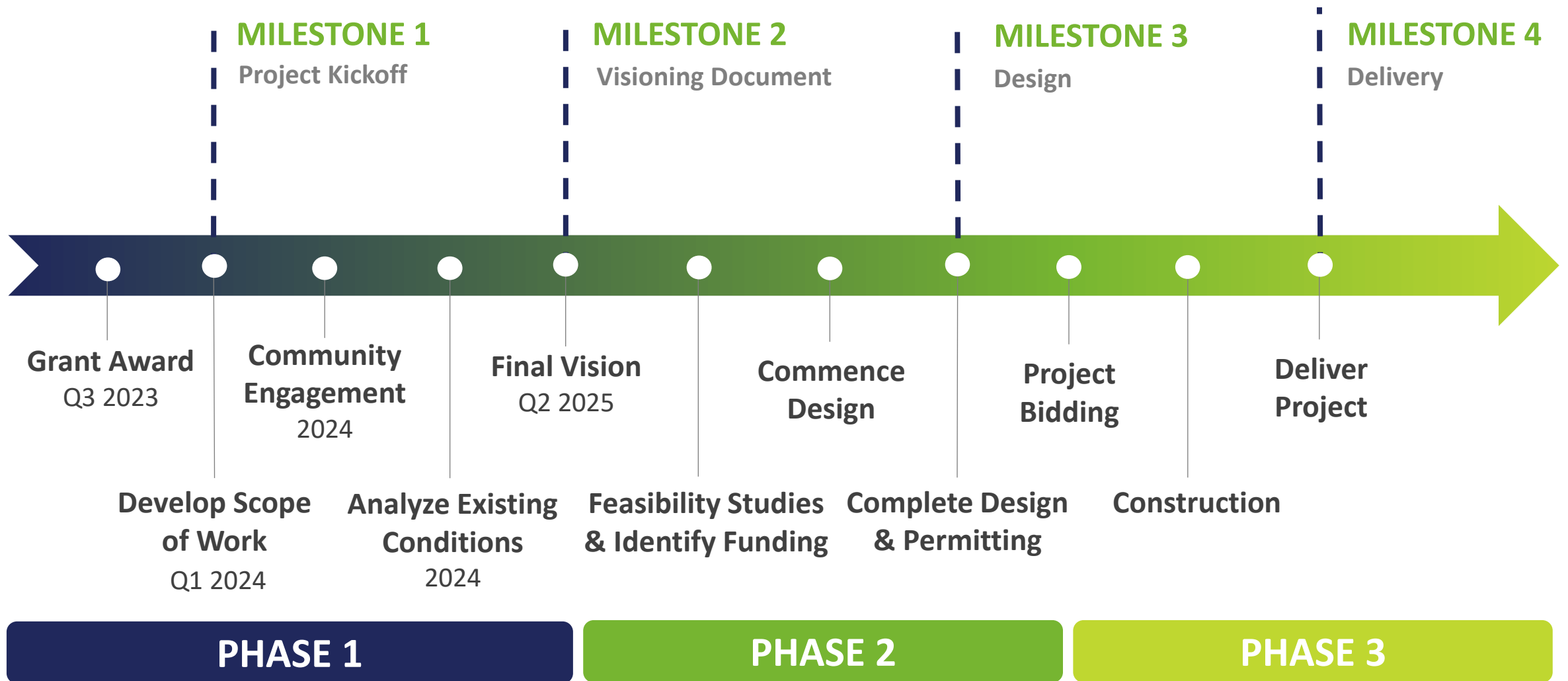
# West College Avenue: Mall Dr to Richmond St



# Project Coalition



# Project Scope and Schedule

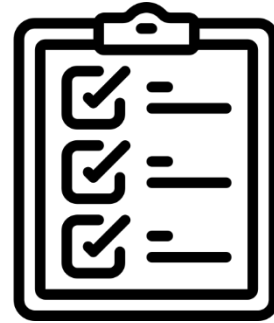




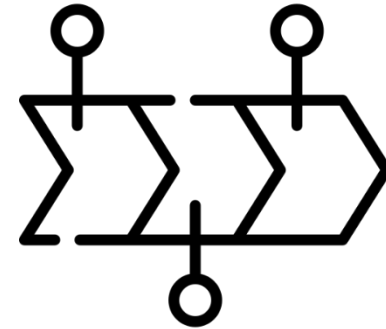
# Phase 1 Outcomes



**Establish a Shared,  
Community-Driven  
Vision**



**Create Action-  
Oriented  
Recommendations**



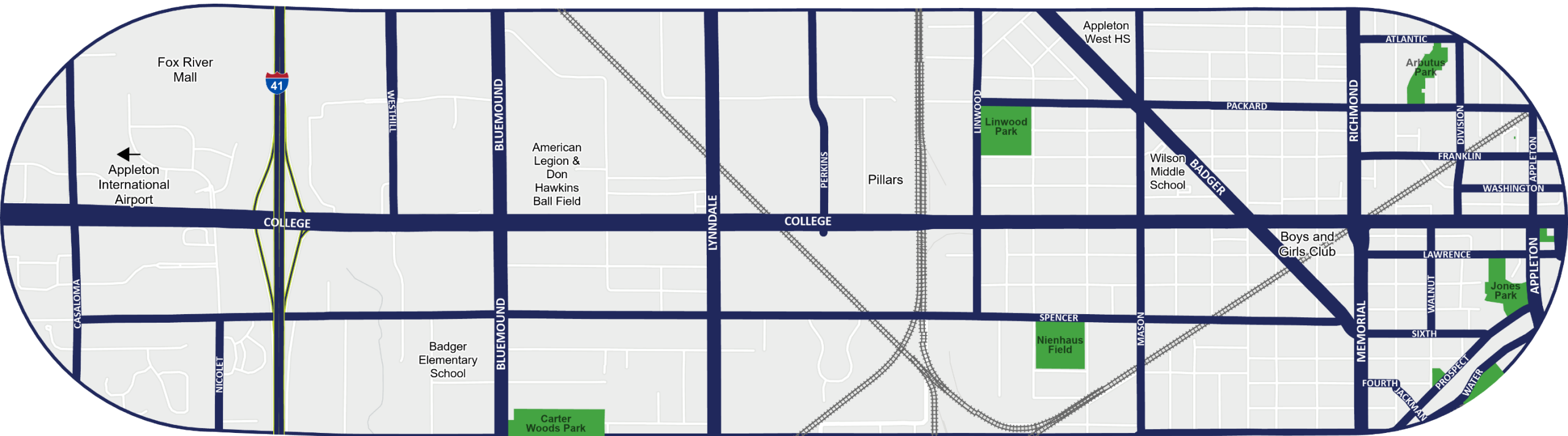
**Queue up Phase 2**

# Why now? We're ready.

- Corridor was studied by WisDOT in 2002 and 2019
- ECWRPC's Long Range Transportation and Land Use Plan & Comprehensive Safety Action Plan support action
- Municipal complete streets policies provide direction
- Multiple local plans recommend action:
  - Comprehensive Plans (Outagamie, Grand Chute, Appleton)
  - Bicycle and Pedestrian Plans (ECWRPC, Outagamie, Grand Chute, Appleton)
  - Valley Transit's Transit Development Plan
  - Appleton Area School District Safe Routes to School Action Plan

# Exploring the Project Area

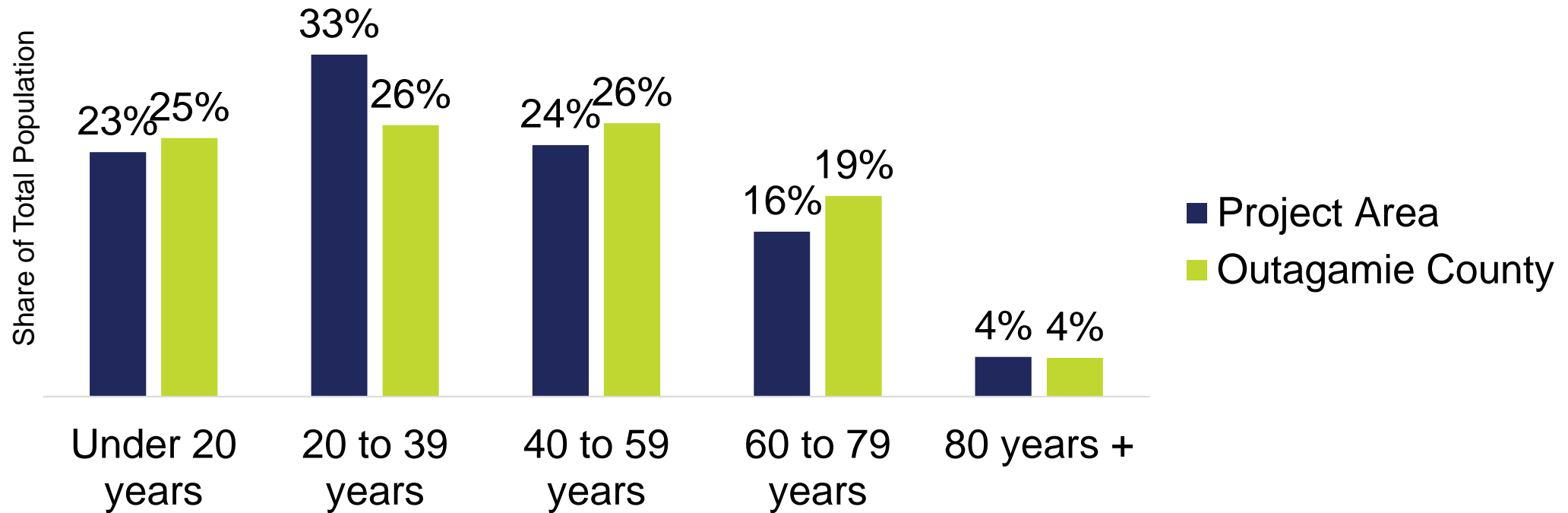
# Broader Project Area



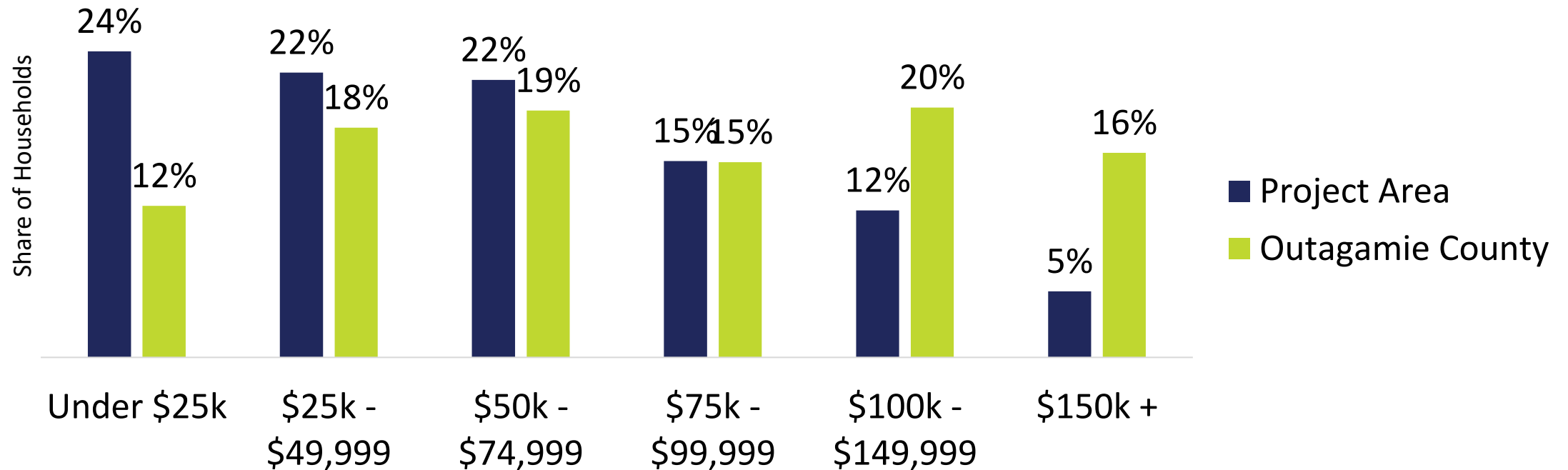
# Nearly 10,000 people live here.

- As of 2023, **9,487** people lived in the project area.
- This is **5%** of Outagamie County's total population.
- With so many people living here, it's important we ensure the area receives an appropriate level of investment so the existing community can thrive.

# People aged 20 to 39 make up 1/3 of the project area's total population.

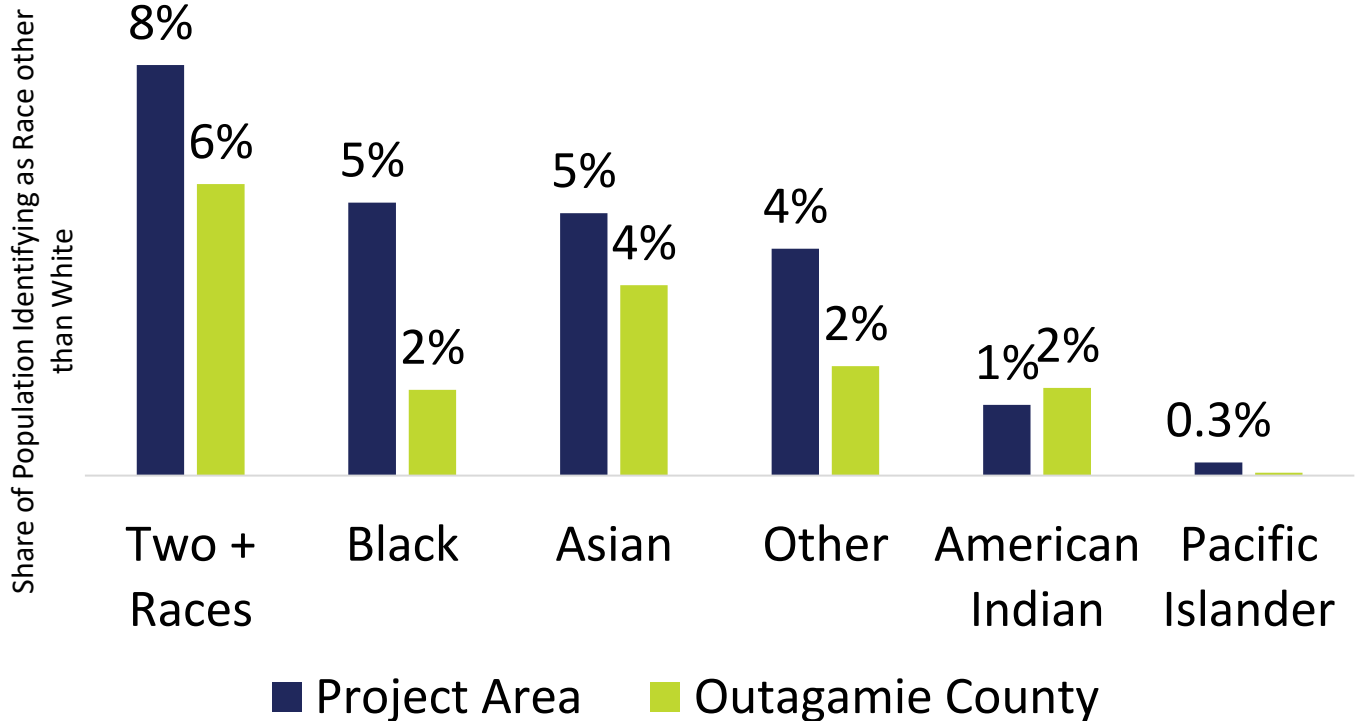


# The project area contains a larger share of lower-income households than the county overall.



# The project area is more racially diverse than the county overall.

About **24%** of people living in the project area identify as a race other than White, compared to **15%** in Outagamie County overall.

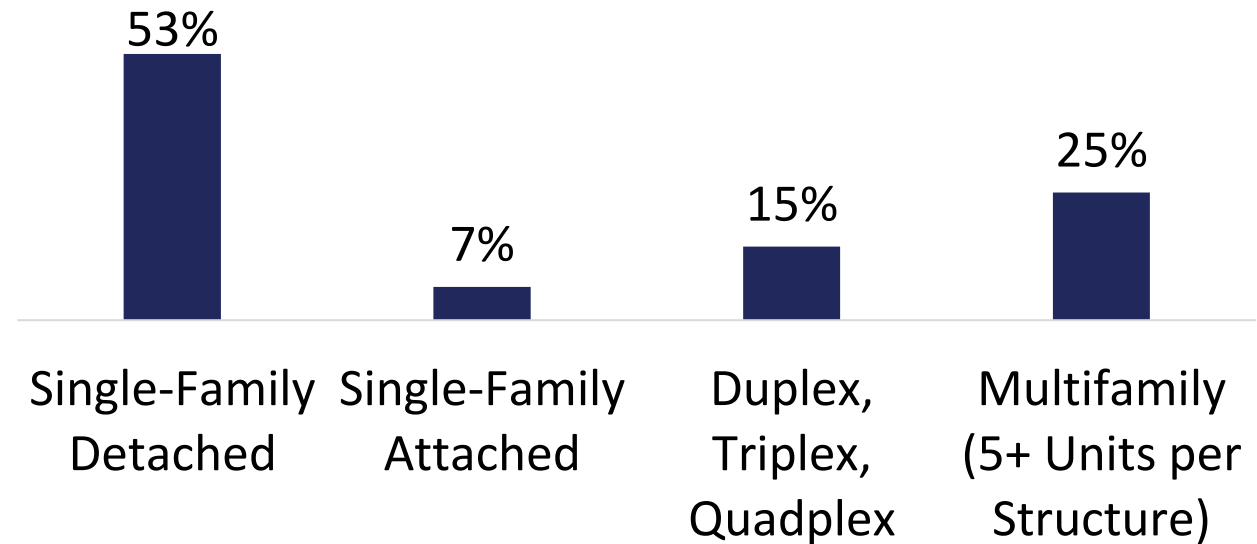


Data Source: ESRI Business Analyst (2023).



# The project area contains over 4,500 housing units.

- 54% owner-occupied
- 45% renter-occupied
- 7% vacancy rate



# The project area contains 1,088 businesses.

Industries with greatest number of businesses in the project area:

**Retail Trade**

**199**

businesses

18%

**Accommodations  
& Food Services**

**114**

businesses

10%

**Other Services**

**102**

businesses

9%

**Professional &  
Technical Services**

**101**

businesses

9%

# The project contains 23,350 jobs.

Top industries in terms of total employment:

**Professional &  
Technical Services**

**5,118**

jobs

**Retail Trade**

**3,657**

jobs

**Accommodation &  
Food Services**

**2,355**

jobs

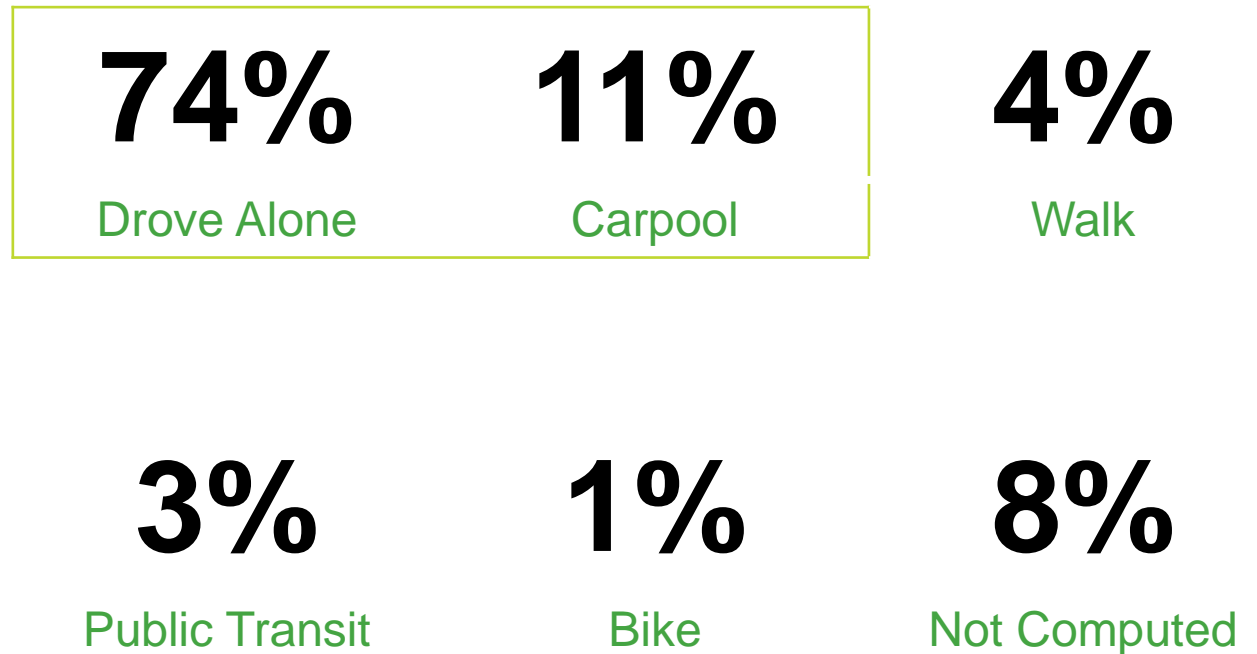
**Health Care &  
Social Assistance**

**2,322**

jobs

# Most people drive to work.

- An estimated **85%** people living in the project area drive or carpool to work.
- Walking is the next most common mode of transportation to work.



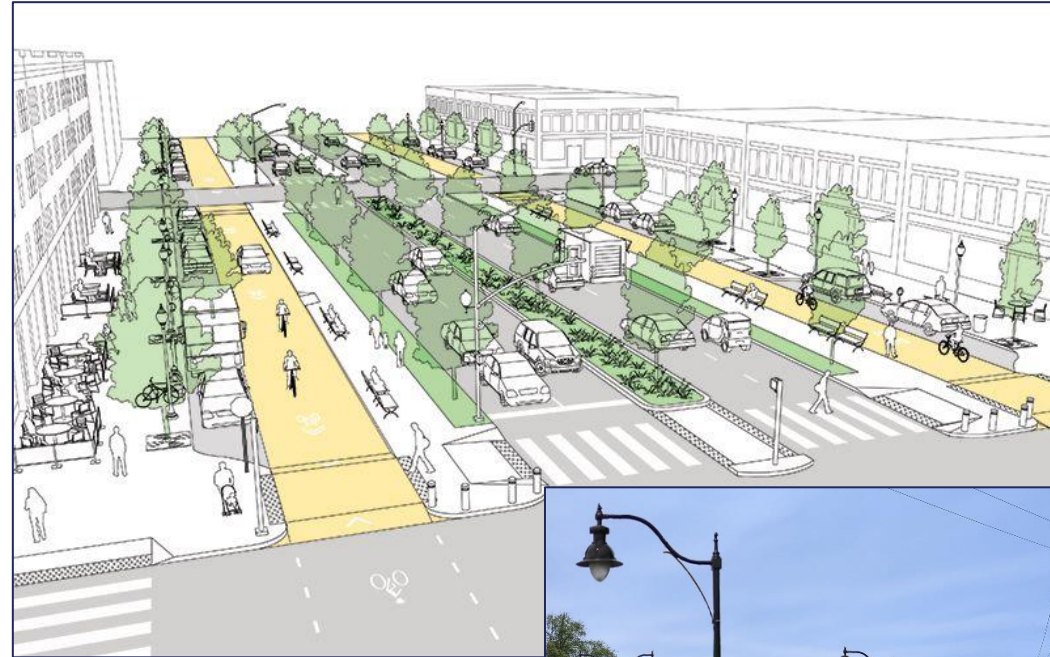
# Transportation Characteristics



# **Anticipated Success Stories: What Lies Ahead**

# Transportation Redevelopment

- Improved lane configuration to alleviate traffic congestion
- Enhanced access to businesses and cross streets
- Improved safety for all roadway users
- Better bicycle and pedestrian pathways



# Beautification & Streetscape Enhancements

- Improved identity with enhanced public spaces, attractive streetscapes, public art, and community amenities





# Optimize Land Use and Development

- Integrate mixed-use developments to create versatile spaces
- Repurpose vacant or underutilized urban parcels
- Create vibrant hubs of activity to support existing businesses and attract new businesses and talent
- Develop communities around public transit hubs
- Enable redevelopment with flexible zoning regulations



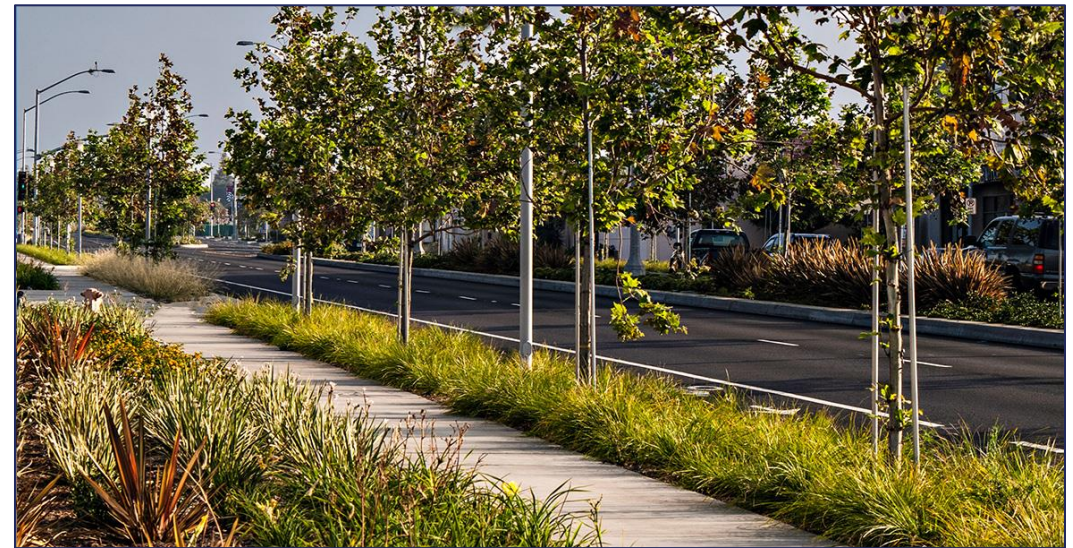
# Potential for Jurisdictional Transfer

- Potential jurisdictional transfer of STH 125 from WisDOT following reconstruction to empower local decision-making for community benefit.



# Livability & Quality of Life Improvements

- Higher living standards
- More recreational spaces
- Healthier community lifestyle
- Safer urban environment for residents and visitors



# Improved Gateway and Visitor Experience

- Welcoming entrances from the Airport, Appleton Downtown, and I-41
- Improve wayfinding for better access to local and regional destinations
- Create a positive first impression to entice visitors to stay longer – shop, eat, and recreate



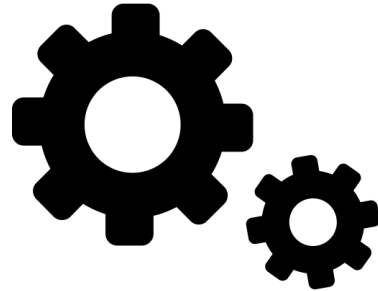
# **Decision-Makers' Role in Our Shared Success**

# Needs from Decision-Makers



## **POLITICAL SUPPORT**

Embrace a medium- to long-term vision for sustained progress.



## **COLLABORATIVE GOVERNANCE**

Foster inter-governmental partnerships to achieve shared outcomes.



## **FINANCIAL BACKING**

Actively seek grants and allocate local funding to support our initiatives.



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