



City of Appleton

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

Meeting Agenda - Final-revised Common Council

Wednesday, September 4, 2024

7:00 PM

Council Chambers

- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES
[24-1156](#) Common Council Meeting Minutes of August 21, 2024

Attachments: [CC Minutes 8-21-24.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
[24-1178](#) Confirmation of Appointment - Library Board of Trustees

Attachments: [September 4, 2024 Council Appointments Memo.pdf](#)

- [24-1179](#) Downtown Traffic Noise - APD Update

Attachments: [downtown traffic data.pdf](#)

[24-1180](#)

Proclamations:

- Senior Center Month
- Hispanic Heritage Month
- Childhood Cancer Awareness Month
- Day of Peace
- Rail Safety Week
- Diaper Need Awareness Week

Attachments: [46-252 Senior Center Month.pdf](#)
[46-253 Hispanic Heritage Month.pdf](#)
[46-254 Childhood Cancer Awareness Month.pdf](#)
[46-256 Day of Peace.pdf](#)
[46-258 Rail Safety Week.pdf](#)
[46-259 Diaper Need Awareness Week.pdf](#)

H. PUBLIC PARTICIPATION

I. PUBLIC HEARINGS

[24-0997](#)

Public Hearing for Comprehensive Plan Future Land Use Map Amendment #1-24 Thrivent Property from Agricultural and Private Open Space and Commercial Future Land Use to Mixed Use and One and Two Family Residential Future Land Use

Attachments: [Public Hearing Notice Comp Plan Amend #1-24.pdf](#)

[24-0998](#)

Public Hearing for Planned Development Major Amendment to PD #4-00 to Amend Existing Boundary Lines from R-1A Single Family District and R-2 Two Family District to PD/C-2 Planned Development Overlay #4-00/General Commercial District & Amend Development Regulations

Attachments: [PD #4-00 Amend Notice of Public Hearing.pdf](#)

[24-0999](#)

Public Hearing for Rezoning #6-24 Thrivent Property from AG Agricultural District and PD/C-2 Planned Development Overlay #4-00/General Commercial District to R-2 Two-Family District

Attachments: [RZ #6-24 Notice of Public Hearing.pdf](#)

[24-1059](#)

Public Hearing for Rezoning #7-24 319 N. Drew Street from R-2 Two Family District to R-1C Central City Residential District

Attachments: [RZ #7-24 Notice of Public Hearing.pdf](#)

J. SPECIAL RESOLUTIONS

K. ESTABLISH ORDER OF THE DAY

L. COMMITTEE REPORTS

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-1133](#) Approve Lawe Street Concrete Reconstruction Design

Attachments: [Lawe Street Design Approval Memo.pdf](#)
[Lawe St Supplemental Info.pdf](#)
[Lawe St MSC Design Approval Notice 8-14-24.pdf](#)

Legislative History

8/26/24 Municipal Services recommended for approval
 Committee

[24-1134](#) Grant application request for new traffic signal at the Richmond Street (STH 47) / Ridgeview Drive intersection

Attachments: [MSC STH 47 Ridgeview SISP grant application request.pdf](#)

Legislative History

8/26/24 Municipal Services recommended for approval
 Committee

[24-1135](#) Approve an ordinance updating Municipal Code Chapter 15, Article III, Rates and Charges

Attachments: [Memo Refuse Fee Ordinance Update 2024.pdf](#)
[Refuse Can Change to Ords.pdf](#)

Legislative History

8/26/24 Municipal Services recommended for approval
 Committee

[24-1154](#) Fee Waiver Request - 311 N Superior Street

Attachments: [311 N. Superior St Memo.pdf](#)
[311 N Superior Photos.pdf](#)

Legislative History

8/26/24 Municipal Services recommended for denial
 Committee

[24-1157](#) Approve sole source contract with Traffic and Parking Control Co., Inc. (TAPCO) for TIBA ramp access software cloud migration, upgrade of ramp access credit card readers, and added Pay-On-Foot equipment, in an amount not to exceed \$221,209.00.

Attachments: [MSC Award Memo Sole Source Tapco TIBA Ramp System Upgrades.pdf](#)
[TAPCO TIBA sole source approval memo Finance Purchase Mgr 08-22-2024.p](#)

Legislative History

8/26/24 Municipal Services recommended for approval
 Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE**[24-1145](#)** Request to Adopt the Outagamie County Hazard Mitigation Plan

Attachments: [Memo for Appleton Hazard Mitigation Plan Resolution Outagamie County 2024 Sample Resolution.pdf](#)
[Res. No. 7--2024-25 HMP Adoption.pdf](#)

Legislative History

8/28/24 Safety and Licensing Committee recommended for approval

[24-1146](#) Request to Update the Appleton Municipal Code Chapter 5

Attachments: [Memo for Chapter 5 Emergency Management Ordinance Updates.pdf](#)
[0733 - CH 5 EMERGENCY MGMT - CURRENT.pdf](#)
[0733 - CH 5 EMERGENCY MGMT - REVISION VERSION.pdf](#)
[0733 - CH 5 EMERGENCY MGMT - FINAL VERSION.pdf](#)

Legislative History

8/28/24 Safety and Licensing Committee recommended for approval

[24-1070](#) Cigarette, Tobacco, and Electronic Vaping Device License application for B&S Distributing LLC d/b/a EVapor of Appleton, Shawn Sumnicht, Agent, located at 1725 S. Oneida St.

Attachments: [EVapor Tobacco Oneida St App.pdf](#)

Legislative History

8/28/24 Safety and Licensing Committee recommended for approval

[24-1071](#) Cigarette, Tobacco, and Electronic Vaping Device License application for B&S Distributing LLC d/b/a EVapor of Appleton, Shawn Sumnicht, Agent, located at 2929 N. Richmond St. #3.

Attachments: [EVapor Tobacco Richmond St App.pdf](#)

Legislative History

8/28/24 Safety and Licensing Committee recommended for approval

[24-1109](#)

Class "B" Beer and Reserve "Class B" Liquor License application for Gtone Management Group LLC d/b/a Pickleball Kingdom Appleton, Abhilash Reddy Kattpalli, Agent, located at 2411 S. Kensington Dr, contingent upon approval from the Community Development, Health, and Inspections departments.

Attachments: [Gtone Management LLC Pickleball Kingdom Reserve Class B Combo Redacted](#)

Legislative History

8/28/24 Safety and Licensing recommended for approval
Committee

[24-1111](#)

Class "B" Beer and "Class B" Liquor Temporary Premise Amendment application for Henry J. Grishaber LLC d/b/a Hank & Karen's Pub & Grill, Henry J. Grishaber, Agent, located at 1937 E. John St, on September 29, 2024 from 10 a.m. to 6 p.m. for Annual Car Show special event, contingent upon approval from all departments.

Attachments: [Hank & Karen's Temp Premise Amend. 9.29.24.pdf](#)

Legislative History

8/28/24 Safety and Licensing recommended for approval
Committee

[24-1117](#)

Pet Store License renewal application for Petco #1656, Samantha Garcia, Applicant, located at 3829 E. Calumet St., contingent on approval from the Police, Fire, and Community Development departments.

Attachments: [Petco 1656 2024 Renewal Redacted.pdf](#)

Legislative History

8/28/24 Safety and Licensing recommended for approval
Committee

[24-1129](#)

Cigarette, Tobacco, and Electronic Vaping Device License application for Top Dogz Vape Shop LLC d/b/a Top Dogz Vape Shop, Jennifer Peters, Agent, located at 1347 W. Wisconsin Ave.

Attachments: [Top Dogz Vape Shop CTV Redacted.pdf](#)

Legislative History

8/28/24 Safety and Licensing recommended for approval
Committee

3. MINUTES OF THE CITY PLAN COMMISSION

[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](#)

[Email from Doug Timmel 8-1-24.pdf](#)

Legislative History

7/24/24 City Plan Commission recommended for approval
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.

An email received on August 1, 2024 from Doug Timmers is attached.

Proceeds to Council on September 4, 2024.

[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](#)

[Email from Doug Timmel 8-1-24.pdf](#)

Legislative History

7/24/24 City Plan Commission recommended for approval
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.

An email received on August 1, 2024 from Doug Timmers is attached.

Proceeds to Council on September 4, 2024.

[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](#)
[Email from Doug Timmel 8-1-24.pdf](#)

Legislative History

7/24/24 City Plan Commission recommended for approval
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.

An email received on August 1, 2024 from Doug Timmers is attached.

Proceeds to Council on September 4, 2024.

[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](#)

Legislative History

8/14/24 City Plan Commission recommended for approval
Proceeds to Council on September 4, 2024.

[24-1116](#)

Annual review and request to approve the Downtown Appleton Business Improvement District (BID) 2025 Operating Plan

Attachments: [StaffReport 2025BIDOperatingPlan_For08-28-24.pdf](#)
[2025 BID Operating Plan.pdf](#)
[2023 BID Annual Report.pdf](#)
[2023 BID Audit - Financial Statements.pdf](#)

Legislative History

8/28/24 City Plan Commission recommended for approval

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[24-1148](#) Request to award the City of Appleton's 2024 AWWTP V-Building Elevator Renovation Project to Otis Elevator Co. in the amount of \$266,300 with a 10% contingency of \$26,630 for a project total not to exceed \$292,930.

Attachments: [2024 AWWTP V-Building Elevator Renovation Project.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1149](#) Request to award the AWWTP Waste Heat-to-Power Generator Install Project contract to Rhode Bros, Inc. in the amount of \$563,500 with a 7.5% contingency of \$42,263 for a project total not to exceed \$605,763 along with the following budget amendment (2/3 vote of Council required).

AWWTP Sludge Storage Building Addition Project	-\$200,000
AWWTP Waste Heat-to-Power Project	+\$200,000

Attachments: [AWHP Generator Inatallation Project.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1150](#) Request to approve grant application for new traffic signal at the Richmond Street (STH 47) / Ridgeview Drive intersection.

Attachments: [MSC STH 47 Ridgeview SISP grant application request.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1152](#) Request to approve sole source contract with Restoration Systems, Inc. to complete Phase 2 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$59,613.

Attachments: [Finance Award Memo Green Ramp Phase 2 Panel Demolition Contract RSI FI](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1158](#) Request to approve sole source Engineering Services Contract to Donohue as part of Phase I AWWTP Anaerobic Digester Engineering Evaluation in the amount of \$49,515 with a 10% contingency of \$5,000 for a total not to exceed \$54,515.

Attachments: [240822 SoleSourceAward Donohue AWWTPDigesterEval.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1159](#) Request to approve sole source Engineering Services Contract to McMahon as part of Water Tower Booster Pump Improvements in the amount of \$44,500 with a 10% contingency of \$4,400 for a total not to exceed \$48,900.

Attachments: [240822 SoleSourceAward McMahon TowerPump.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

[24-1160](#)

Request to approve sole source Engineering Services Contract to Applied Technologies Inc. as part of the AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050.

Attachments: [240822_SoleSourceAward_ATI_SSB_WallPlankModif.pdf](#)

Legislative History

8/26/24 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

[24-1049](#)

Recommend for approval that City Staff and the Mayor be authorized, on behalf of the City of Appleton, to immediately execute and file a Request for Exclusion with the appropriate courts and parties in the Tyco and BASF class action lawsuits so that the City is opted-out of these respective lawsuits.

Attachments: [21-0078 - Utilities Memo \(BASF Tyco Opt Out\) - 08-01-2024.pdf.pdf](#)

[24-1060](#)

Engineering Services Contract to Donohue and Associates, Inc. as part of Utilities Department Network System Upgrades Project in the amount of \$222,890 with a 15% contingency of \$33,443 for a project total not to exceed \$256,324.

Attachments: [240808_UCMemo_UtilitiesNetworkUpgrades_Donohue.pdf](#)

[24-1131](#)

Approve an ordinance updating Municipal Code Chapter 20, Article V Stormwater Management Services

Attachments: [Memo A Stormwater Late Fee Ordinance Update 2024 .pdf](#)
[Stormwater Rates.pdf](#)

[24-1170](#)

Request to approve Summer Sewer Credit Policy

Attachments: [Memo A Summer Sewer Credit Policy 2024 .pdf](#)
[Current Summer Sewer Credit Policy 1999.pdf](#)
[City of Appleton Summer Sewer Credit update 2024.pdf](#)

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

[24-1102](#) Wastewater Treatment Plant Table of Organization Change Proposal

Attachments: [WW TO Change 2024.pdf](#)
[WW TO JD Update 2024.pdf](#)

Legislative History

8/28/24	Human Resources & Information Technology Committee	recommended for approval
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9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[24-1138](#) Authorization Award Sole Source A&E Services Contract to Kueny Architects, LLC for Whitman Ave. Phase 2 Construction

Attachments: [Award Recommendation Memo Whitman AE P2.pdf](#)

Legislative History

8/27/24	Fox Cities Transit Commission	recommended for approval
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10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

[24-1069](#)

Request to approve the following budget amendments:

Valley Transit Fund

Federal Grants (RAISE)	+\$25,000,000
Federal Grants (ARPA)	+\$ 1,800,000
Buildings	+\$26,800,000

To fund Transit Center reconstruction project with grant funds (2/3 vote of Council required)

Valley Transit Fund

Federal Grants (Section 5339b)	+\$15,000,000
Buildings	+\$15,000,000

To fund Whitman facility remodel with grant funds (2/3 vote Council required)

Valley Transit Fund

Federal Grants (Cares Act)	+\$4,191,645
Buildings	+\$4,191,645

To fund Whitman facility remodel with grant funds (2/3 vote of Council required)

Legislative History

8/12/24	Finance Committee	recommended for approval
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[24-0972](#)

Resolution #8-R-24 to Require a Super Majority Vote on Wheel Tax or Wheel Tax Related Fee Increases

Attachments: [#8-R-24 Require Super Majority Vote on Wheel Tax Fee Changes.pdf](#)

Legislative History

7/22/24	Finance Committee	held
8/12/24	Finance Committee	recommended for approval
8/21/24	Common Council	held

A Motion was made and seconded to approve the item. Then, a Motion was made and seconded to hold the item. The only action that was taken on 8/21 was to hold the item to the 9/4 Council meeting.

O. ORDINANCES

[24-1161](#)

Ordinances #102-24 to #117-24

Attachments: [Ordinances to Council 9-4-24.pdf](#)

- P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION
- Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

Kami Lynch, City Clerk

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

Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.



City of Appleton

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

Meeting Minutes - Final Common Council

Wednesday, August 21, 2024

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:13 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Fenton.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Alderperson Schultz appeared virtually.

Alderperson Hayden arrived at 7:13 p.m.

Present: 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim, Alderperson Christopher Croatt and Mayor Jake Woodford

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-1058](#)

Common Council Meeting Minutes of August 7, 2024

Attachments: [CC Minutes 8-7-24.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Firkus, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[24-1093](#)

Confirmation of Appointment - Police & Fire Commission

Attachments: [August 21 2024 Council Appointments Memo.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Appointment be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-1128](#)

Metropolitan Planning Organization (MPO) Policy Board

Attachments: [8.21.24 MPO Policy Board Memo.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the MPO Policy Board recommendation be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-1094](#)

Women's Equality Day Proclamation

Attachments: [Women's Equality Proclamation 2024.pdf](#)

H. PUBLIC PARTICIPATION

There was no one signed up to speak during Public Participation.

I. PUBLIC HEARINGS

J. SPECIAL RESOLUTIONS

[24-1072](#)

Initial Resolution for the Street Vacation of N. Sampson Street, South of E. Winnebago Street
(Taken up under Consolidated Action Items)

Attachments: [Sampson Street - Initial Resolution - Final.pdf](#)

This Resolution was approved - see Consolidated Action Items

K. ESTABLISH ORDER OF THE DAY

[24-1051](#)

Variance Request for Driveway Extension - 3039 N. Ballard Rd

Attachments: [3039 N Ballard Rd Drive Extension Variance Request Memo.pdf](#)

This Item was referred back to the Municipal Services Committee by Alderperson Croatt.

[24-0976](#)

Authorization to Accept Fiscal Year 2024 Federal 5339 (b) Funds for \$12,000,000 for the Whitman Facility Remodel Phase 2

Attachments: [FY24 Bus Grant Award for Appleton - Congratulations! email .pdf](#)

Alderperson Croatt moved, seconded by Alderperson Fenton, that the acceptance of funds be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0977](#)

Authorization to Accept Fiscal Year 2024 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant for \$25,000,000 for the Downtown Appleton Regional Transit Multimodal Hub

Attachments: [2024 RAISE Grant Award letter.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Firkus, that the acceptance of funds be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland and Aldersperson Vaya Jones

Absent: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0834](#)

Non-Renewal of the Class "B" Fermented Malt Beverage & "Class B" Liquor License for Corner Pub, 1123 N Mason Street. Kim Williams, Agent.

Attachments: [Corner Pub Alcohol Lic Non-Renewal MEMO - Atty.pdf](#)
[2024 Corner Pub Non-Renewal Hearing Notice.pdf](#)
[2023 Non-Use of License Letter- Corner Pub.pdf](#)
[CORNER_PUB 2023 Inspection Report.pdf](#)
[CORNER_PUB 2024 Inspection Report.pdf](#)
[Corner Pub 2024.2025 Renewal.pdf](#)
[Kim Williams-inspection letter.pdf](#)
[Inspections S&L Memo- Corner Pub 7-9-2024.pdf](#)
[7-10-24 - Corner Pub- Report of S&L to Common Council.pdf](#)
[Council Follow-up Memo CornerPub 7-15-24.pdf](#)
[7-24-24 Corner Pub Report of S&L to Council.pdf](#)
[8-14-24 Corner Pub S&L Findings of Fact.pdf](#)

Aldersperson Croatt moved, seconded by Aldersperson Wolff, that the granting of the Alcohol License be approved. Roll Call. Motion carried by the following vote:

Aye: 9 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff and Aldersperson Christopher Croatt

Nay: 1 - Alderperson Sheri Hartzheim

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0993](#)

Class "B" Beer and Reserve "Class B" Liquor License Temporary Premises Amendment application for Fox Cities Performing Arts Center Inc d/b/a Fox Cities Performing Arts Center, Maria Van Laanen, Agent, located at 400 W. College Ave, on August 21, 2024 from 3 p.m. to 9 p.m. for outdoor cookout Event, contingent upon approval from all departments.

Attachments: [Fox Cities PAC Temp Premise Amend 8.21.24.pdf](#)
[Temp Premises Amendment - PAC - Special Issuance Order 8.19.24.pdf](#)

Alderperson Hartzheim moved, seconded by Alderperson Fenton, that the Temporary Premises Amendment be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-1036](#)

Approve Boldt Permanent Street Occupancy Permit and Sign Permit for 5 Awnings in College Avenue Right-of-Way Associated with the Fox Commons Project

Attachments: [Location 1 Awning Applications.pdf](#)
[Location 2 Awning Applications.pdf](#)
[Location 3 Awning Applications.pdf](#)
[Location 4 Awning Applications.pdf](#)
[Main Entrance Awning Applications.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Hartzheim, that the Item be amended to the approval shall be conditional upon the site restoration of the former blue ramp site in accordance with the existing site use agreement. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

Alderperson Croatt moved, seconded by Alderperson Hartzheim, that the Street Occupancy Permit & Sign Permit be approved as amended with the condition of site restoration of the blue ramp. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim, Alderperson Nate Wolff, Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-0972](#)

Resolution #8-R-24 to Require a Super Majority Vote on Wheel Tax or Wheel Tax Related Fee Increases

Attachments: [#8-R-24 Require Super Majority Vote on Wheel Tax Fee Changes.pdf](#)

A Motion was made and seconded to approve the item. Then, a Motion was made and seconded to hold the item. The only action that was taken on 8/21 was to hold the item to the 9/4 Council meeting.

Alderperson Wolff moved, seconded by Alderperson Fenton, that the Resolution be held until the next Common Council meeting. Roll Call. Motion carried by the following vote:

Aye: 8 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Alex Schultz, Alderperson Kristin Alfheim and Alderperson Nate Wolff

Nay: 2 - Alderperson Sheri Hartzheim and Alderperson Christopher Croatt

Excused: 3 - Alderperson Martyn Smith, Alderperson Katie Van Zeeland and Alderperson Vaya Jones

Absent: 2 - Alderperson Patti Heffernan and Alderperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

[24-1063](#)

Request to approve to de-obligate a portion of two existing ARPA fund allocations and re-obligate to Human Resources Strategic Planning Project

Attachments: [Finance Committee Memo - HR Strategic Planning ARPA.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Alfheim, that the re-obligation of funds be approved. Roll Call. Motion carried by the following vote:

Aye: 9 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff and Aldersperson Christopher Croatt

Nay: 1 - Aldersperson Sheri Hartzheim

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland and Aldersperson Vaya Jones

Absent: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

Balance of the action items on the agenda.

Aldersperson Fenton moved, Aldersperson Croatt seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland and Aldersperson Vaya Jones

Absent: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-1037](#)

Approve Findorff Long Term Temporary Street Occupancy Permit in Oneida Street and City Center Street for Fox Commons Construction

Attachments: [J.H Findorff - City Center St - long term permit 9-6-24.pdf](#)

This Report Action Item was approved.

[24-1038](#)

Approve RODAC Long Term Temporary Street Occupancy Permit for dumpster within Morrison Street parking lane north of College Ave through 11/15/2024

Attachments: [RODAC - long-term occupancy permit 9-14-24.pdf](#)

This Report Action Item was approved.

[24-1039](#)

Award of Contract for Land Acquisition Services for Lawe Street reconstruction to Moss & Associates, in an amount not to exceed \$217,000

Attachments: [MSC Memo Land Acquisition services Lawe St 08-12-2024.pdf](#)

This Report Action Item was approved.

[24-1040](#)

Approve ordinance change to Install a stop sign on Catherine Street at North Street

Attachments: [Catherine-North \(Yield to Stop\).pdf](#)

This Report Action Item was approved.

[24-1041](#)

Approve ordinance change to Install a stop sign on the north leg of Mary Street at North Street (for southbound traffic)

Attachments: [Mary-North \(north leg\) \(Uncontrolled to Stop\).pdf](#)

This Report Action Item was approved.

[24-1042](#)

Approve ordinance change to Install a stop sign on the south leg of Mary Street at North Street (for northbound traffic)

Attachments: [Mary-North \(south leg\) \(Uncontrolled to Stop\).pdf](#)

This Report Action Item was approved.

[24-1044](#)

Approve ordinance changes for Parking changes on Mason St by Jefferson ES (follow-up to a 6-month evaluation)

Attachments: [Mason St 1000S - Jefferson ES Parking Changes.pdf](#)

This Report Action Item was approved.

[24-1045](#)

Approve ordinance changes to Install a stop sign on Tonka Street at North Street

Attachments: [North-Tonka \(Uncontrolled to Stop\).pdf](#)

This Report Action Item was approved.

[24-1046](#) Approve street vacation for a 50' x 70' area of Sampson Street south of E. Winnebago Street

Attachments: [Sampson Vacation Combined.pdf](#)

This Report Action Item was approved.

[24-1050](#) Amendment Request - Service Contract for Traffic Signal Control and Management Software

Attachments: [SISP Contract Award Amendment Memo.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0986](#) Class "B" Beer and Reserve "Class B" Liquor License Permanent Premises Amendment application for Rye Inc d/b/a Rye Restaurant, Nicolas Morse, Agent, located at 308 W. College Ave, contingent upon approval from all departments.

Attachments: [Rye Restaurant Premise Amend. 2024.pdf](#)

This Report Action Item was approved.

[24-0987](#) Class "A" Beer and "Class A" Liquor License application for Dolgencorp LLC d/b/a Dollar General #6535, John Greene, Agent, located at 1320 W. Wisconsin Ave.

Attachments: [Dollar General 6535 Redacted.pdf](#)

This Report Action Item was approved.

[24-0988](#) Cigarette, Tobacco, and Electronic Vaping Device License application for Dolgencorp LLC d/b/a Dollar General #6535, John Greene, Agent, located at 1320 W. Wisconsin Ave.

Attachments: [Dollar General 6535 Tob Redacted.pdf](#)

This Report Action Item was approved.

[24-0989](#) Class "A" Beer and "Class A" Liquor License application for Dolgencorp LLC d/b/a Dollar General #21851, John Greene, Agent, located at 1010 W. College Ave.

Attachments: [Dollar General 21851 Redacted.pdf](#)

This Report Action Item was approved.

[24-0990](#)

Cigarette, Tobacco, and Electronic Vaping Device License application for Dolgencorp LLC d/b/a Dollar General #21851, John Greene, Agent, located at 1010 W. College Ave.

Attachments: [Dollar General 21851 Tob Redacted.pdf](#)

This Report Action Item was approved.

[24-0992](#)

Class "B" Beer and Reserve "Class B" Liquor License Temporary Premises Amendment application for The Trout Museum of Art Inc d/b/a Trout Museum of Art, Christina Turner, Agent, located at 111 W. College Ave on Sept. 5, 2024 from 6 p.m. to 10 p.m. for Party for museum, contingent upon approval from the Health, Inspections, and Public Works Departments.

Attachments: [Trout Museum Premise Amend. 9.5.24.pdf](#)

This Report Action Item was approved.

[24-0994](#)

Class "B" Beer and Reserve "Class B" Liquor License Temporary Premises Amendment application for Fox Cities Performing Arts Center Inc d/b/a Fox Cities Performing Arts Center, Maria Van Laanen, Agent, located at 400 W. College Ave, on October 4, 2024 from 4 p.m. to 1- p.m. for fundraiser Event, contingent upon approval from all departments.

Attachments: [Fox Cities PAC Temp Premise Amend 10.4.24.pdf](#)

This Report Action Item was approved.

[24-1004](#)

Class "B" Beer & Reserve "Class B" Liquor License application for Rivera Restaurants LLC d/b/a Mr. Frogs on the Ave, Vanessa Alvarado, Agent, located at 409 W. College Ave, contingent upon approval from the Health, Inspections, and Public Works departments.

Attachments: [Rivera Restaurants LLC Reserve Class B Combo Redacted.pdf](#)

This Report Action Item was approved.

[24-1006](#)

Class "B" Beer and Reserve "Class B" Liquor License application for Gonzalez Mexican Grill LLC d/b/a Gonzalez Mexican Grill, Carolina Gonzalez Ramirez, Agent, located at 2190 S. Memorial Dr, contingent upon approval from the Finance, Inspections, and Public Works departments.

Attachments: [Gonzalez Mexican Grill LLC Class B Reserve Combo Redacted.pdf](#)

This Report Action Item was approved.

[24-1009](#) Class "B" Beer License application for Lilac Enterprise LLC d/b/a May's Kitchen, May Vang, Agent, located at 1804 S. Lawe St. Ste 204.

Attachments: [May's Kitchen Redacted.pdf](#)

This Report Action Item was approved.

[24-1010](#) Cigarette, Tobacco, and Electronic Vaping Device License application for Jaliyan Gas LLC d/b/a Wisconsin Avenue Pantry, Nilesch Patel, Agent, located at 111 W. Wisconsin Ave.

Attachments: [Wisconsin Ave Pantry CTV Redacted.pdf](#)

This Report Action Item was approved.

[24-1011](#) Cigarette, Tobacco, and Electronic Vaping Device License application for Swami LLC d/b/a Northland Amoco, Kanu Patel, Agent, located at 800 E. Northland Ave.

Attachments: [Northland Amoco Tobacco Redacted.pdf](#)

This Report Action Item was approved.

[24-1012](#) Cigarette, Tobacco, and Electronic Vaping Device License application for Sai Krupa LLC d/b/a Richmond Citgo, Nilesch Patel, Agent, located at 1601 N. Richmond St.

Attachments: [Richmond Citgo Tobacco Redacted.pdf](#)

This Report Action Item was approved.

3. MINUTES OF THE CITY PLAN COMMISSION

[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](#)

This Report Action Item was approved.

[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](#)

This Report Action Item was approved.

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

[24-1054](#) 2024 Reid Irrigation Update Memo

Attachments: [2024 Reid Irrigation Update Memo.pdf](#)
[2024 Reid Irrigation Update Sole Source Request.pdf](#)

This Report Action Item was approved.

[24-1055](#) Irish Fest - Request Private Event Memo

Attachments: [Irish Fest - Request Private Event Memo.pdf](#)

This Report Action Item was approved.

[24-1057](#) Mom Prom Memo - Raffle License

Attachments: [Mom Prom Memo - Raffle License.pdf](#)

This Report Action Item was approved.

5. MINUTES OF THE FINANCE COMMITTEE

[24-1064](#) Request to approve State/Municipal Financial Agreement for I-41/Ballard Interchange Project (2025 City Cost Share \$435,200).

Attachments: [I-41 Ballard SMFA Finance Memo w Attachment 08-12-2024.pdf](#)

This Report Action Item was approved.

[24-1069](#)

Request to approve the following budget amendments:

Valley Transit Fund

Federal Grants (RAISE)	+\$25,000,000
Federal Grants (ARPA)	+\$ 1,800,000
Buildings	+\$26,800,000

To fund Transit Center reconstruction project with grant funds (2/3 vote of Council required)

Valley Transit Fund

Federal Grants (Section 5339b)	+\$15,000,000
Buildings	+\$15,000,000

To fund Whitman facility remodel with grant funds (2/3 vote Council required)

Valley Transit Fund

Federal Grants (Cares Act)	+\$4,191,645
Buildings	+\$4,191,645

To fund Whitman facility remodel with grant funds (2/3 vote of Council required)

This item requires a 2/3 vote of Council for approval. Due to only 10 members being present at the 8/21 Council meeting, this item is not able to be acted upon and will appear on the 9/4 Council Agenda for action.

- 6. **MINUTES OF THE COMMUNITY DEVELOPMENT COMMITTEE**
- 7. **MINUTES OF THE UTILITIES COMMITTEE**
- 8. **MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE**
- 9. **MINUTES OF THE FOX CITIES TRANSIT COMMISSION**
- 10. **MINUTES OF THE BOARD OF HEALTH**

[24-1022](#)

Policy Review: N200 Child Passenger Safety Program

Attachments: [POL_N200_Child Passenger Safety Program_DRAFT.pdf](#)
[POL_N200_Attachments.pdf](#)

This Report Action Item was approved.

[24-1026](#)

Animal Ordinance Memorandum

Attachments: [2024.08.02 AnimalOrdinanceMemorandum a.pdf](#)

This Report Action Item was approved.

M. CONSOLIDATED ACTION ITEMS

[24-1092](#)

Street Vacation for N Sampson Street Consolidated Action Items

24-1032 City Plan Commission - *recommended for approval*

24-1046 Municipal Services Committee - *recommended for approval*

24-1072 Initial Resolution

Aldersperson Hartzheim moved, seconded by Aldersperson Fenton, that the Street Vacation items for N Sampson Street be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland and Aldersperson Vaya Jones

Absent: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

N. ITEMS HELD

O. ORDINANCES

[24-1090](#)

Ordinances #100-24 & #101-24

Attachments: [Ordinances to Council 8-21-24.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Firkus, that the Ordinances be approved. Roll Call. Motion carried by the following vote:

Aye: 10 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Alex Schultz, Aldersperson Kristin Alfheim, Aldersperson Nate Wolff, Aldersperson Sheri Hartzheim and Aldersperson Christopher Croatt

Excused: 3 - Aldersperson Martyn Smith, Aldersperson Katie Van Zeeland and Aldersperson Vaya Jones

Absent: 2 - Aldersperson Patti Heffernan and Aldersperson Chad Doran

Abstained: 1 - Mayor Jake Woodford

- P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION
- Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

Alderson Hartzheim moved, seconded by Alderson Wolff, that the meeting be adjourned at 7:47 p.m. Roll Call. Motion carried by the following vote:

Aye: 10 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Alex Schultz, Alderson Kristin Alfheim, Alderson Nate Wolff, Alderson Sheri Hartzheim and Alderson Christopher Croatt

Excused: 3 - Alderson Martyn Smith, Alderson Katie Van Zeeland and Alderson Vaya Jones

Absent: 2 - Alderson Patti Heffernan and Alderson Chad Doran

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk



CITY OF APPLETON

Date: September 4, 2024
To: Members of the Common Council
From: Mayor Jacob A. Woodford
Subject: Confirmation of Appointment

It is with pleasure that I present the following recommendation for your confirmation at the September 4, 2024, Common Council meeting.

Library Board of Trustees – Appointment

Mary Lokensgard

Term Ends June 2025

Mary Taylor Lokensgard earned her law degree from the University of Wisconsin Law School after graduating from Smith College in Northampton, Massachusetts. She practiced in estate planning, elder law, and litigation with Appleton law firms before joining the personal trust administration team at Fiduciary Partners Trust Company.

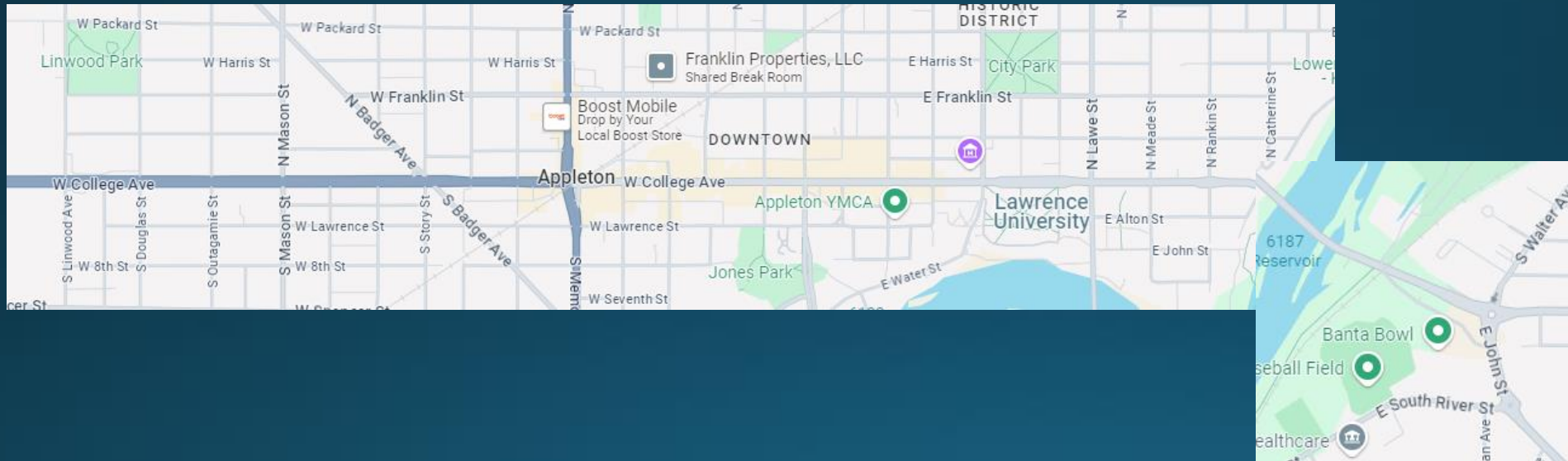
Mary grew up in North Platte, Nebraska, and spent enough time in the North Platte Public Library to make it feel like a second home. She raised her two children, now both in college, to become library-loving kids themselves through frequent visits to the Appleton library to read and check out stacks of books and media. Mary believes that the public library is a critical civic resource, offering its collections, knowledge and skills of librarians and staff, and public spaces to everyone in the community, without limitation. She is committed to ensuring the health of the library and its resources and programs, and strengthening its place at the center of the community.

Traffic data –
downtown
Appleton

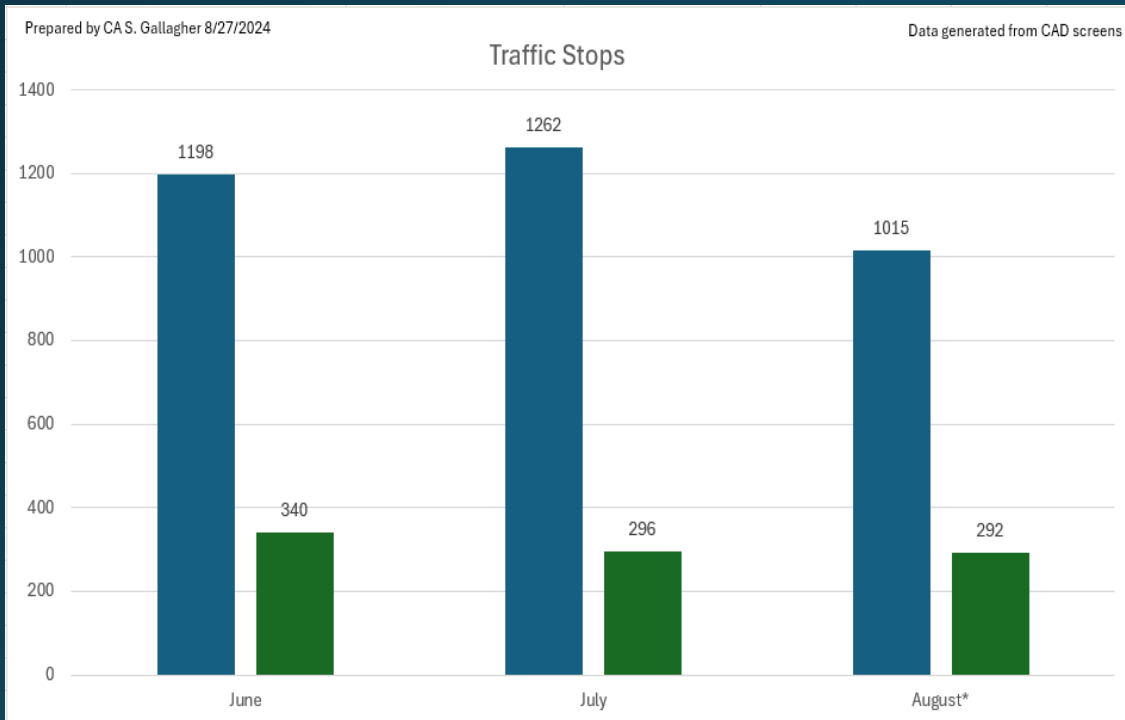
June 1 - present



“Downtown Appleton”



Total traffic stops – downtown Appleton



TRAFFIC STOPS 6-1-24 THRU 8-27-24			
	Total Traffic Stops	Downtown Specific	Percentage of Stops
June	1198	340	28.38%
July	1262	296	23.45%
August*	1015	292	28.77%

Traffic stops in the
downtown area on
August 22nd
between 7:00p –
10:00p

18:52:38 08/22/24	GOODIN B	Traffic Stop	4	100BLK N RICHMOND ST
19:13:13 08/22/24	GOODIN B	Traffic Stop	4	W COLLEGE AV & N RICHMOND ST
19:48:38 08/22/24	JUSTICE T	Traffic Stop	4	W COLLEGE AV & N RICHMOND ST
20:02:26 08/22/24	GOODIN B	Traffic Stop	4	N RICHMOND ST & W ATLANTIC ST
20:02:49 08/22/24	JUSTICE T	Traffic Stop	4	E COLLEGE AV & ALTON CT
20:14:29 08/22/24	GOODIN B	Traffic Stop	4	W COLLEGE AV & N BADGER AV
20:28:28 08/22/24	GOODIN B	Traffic Stop	4	W COLLEGE AV & N BENNETT ST
20:30:00 08/22/24	MCCORD R	Traffic Stop	4	W COLLEGE AV & S STATE ST
20:31:00 08/22/24	BIFFERT R	Traffic Stop	4	W COLLEGE AV & S MASON ST
20:31:59 08/22/24	JUSTICE T	Traffic Stop	4	E COLLEGE AV & N RANKIN ST
20:33:22 08/22/24	BALLWEG M	Traffic Stop	4	W COLLEGE AV & S MEMORIAL DR
20:39:25 08/22/24	JUSTICE T	Traffic Stop	4	E COLLEGE AV & S MORRISON ST
20:44:56 08/22/24	MCCORD R	Traffic Stop	4	W COLLEGE AV & S MASON ST
20:47:19 08/22/24	JUSTICE T	Traffic Stop	4	W COLLEGE AV & S ONEIDA ST
20:51:54 08/22/24	BALLWEG M	Traffic Stop	4	E NORTH ST & N MORRISON ST
21:05:46 08/22/24	MCCORD R	Traffic Stop	4	W COLLEGE AV & S SUPERIOR ST
21:12:06 08/22/24	DOEMEL J	Traffic Stop	4	E COLLEGE AV & N LAWE ST
21:15:38 08/22/24	NORRIS J	Traffic Stop	4	E COLLEGE AV & S MORRISON ST
21:21:00 08/22/24	JUSTICE T	Traffic Stop	4	W COLLEGE AV & S MASON ST
21:30:09 08/22/24	MCCORD R	Traffic Stop	4	E COLLEGE AV & S SCHAEFER ST
21:31:27 08/22/24	GEURTS O	Traffic Stop	4	E COLLEGE AV & S KENSINGTON DR
21:45:42 08/22/24	BALLWEG M	Traffic Stop	4	N DURKEE ST & E PACIFIC ST

Most common violations cited for:

- Reckless Driving
- Unnecessary Acceleration
- Defective and Inadequate Exhaust/Mufflers
- Operating without of Valid License/Motorcycle License/Operating while Suspended
- Speeding

PROCLAMATION



Office of the Mayor

WHEREAS, senior centers play a crucial role in fostering healthy aging and ensuring that communities can effectively support their older adults; and

WHEREAS, senior centers across the nation have demonstrated remarkable resilience, adapting and transforming to provide continuous social engagement, activities, support, encouragement, and countless meals to our aging community members; and

WHEREAS, the Fox Cities' Thompson Center on Lourdes, a non-profit organization, is dedicated to combating the negative impacts of loneliness, isolation, and depression by offering individuals aged 50 and older opportunities to thrive through meaningful collaboration, socialization, education, and wellness programming; and

WHEREAS, senior centers like the Thompson Center on Lourdes not only deliver essential services but also serve as trusted community hubs, connecting people to a wide range of resources, including health, purpose, creativity, mobility, nutrition, and building a community where all older adults are welcomed and empowered to live their best lives.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim September 2024 as

Senior Center Month

and encourage all citizens to recognize the critical contributions of senior centers in the Fox Cities and nationwide to support their efforts through philanthropy and volunteerism.

Signed and sealed this 27th day of August 2024.



JACOB A. WOODFORD
MAYOR OF APPLETON

PROCLAMATION



Office of the Mayor

WHEREAS, the Hispanic community makes up the largest ethnic minority group in the United States and is the fastest-growing constituency within Wisconsin; and

WHEREAS, Hispanic Heritage Month has been celebrated across the United States for the past 36 years; and

WHEREAS, recognizing Hispanic Heritage Month provides us with the opportunity to recognize the contributions of our Hispanic community that add to the diversity and vitality of the Fox Cities by fueling our culture and economy through entrepreneurship and industry, the arts, agriculture, education, healthcare services, and beyond; and

WHEREAS, our Hispanic neighbors make a tremendous impact on Appleton, our state, and our county, and are valued members of our community.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, do hereby proclaim September 15 through October 15 as

Hispanic Heritage Month

in Appleton and call upon residents to reflect on and honor the traditions and countless artistic, scientific, political, and cultural contributions of all Hispanic residents.

Signed and sealed this 20th day of August 2024.



JACOB A. WOODFORD
MAYOR OF APPLETON

PROCLAMATION



Office of the Mayor

WHEREAS, childhood cancer remains the leading cause of death by disease in children and more must be done to raise awareness and find a cure; and

WHEREAS, 1 in 285 children in the United States will be diagnosed by their 20th birthday, the average age of diagnosis is 10 years old, and 16,790 children in the United States will be diagnosed with cancer this year; and

WHEREAS, 80% of childhood cancer patients are diagnosed late and with metastatic disease and there are approximately 40,000 children on active treatment at any given time; and

WHEREAS, although incidence rates have been rising slightly over the past few decades, death rates have declined by 32% between 1991 and 2019 due to improved treatment and clinical trials; and

WHEREAS, the National Cancer Institute recognizes the unique research needs of childhood cancer and the associated need for increased funding to carry this out; and

WHEREAS, researchers and healthcare professionals work diligently dedicating their expertise to treat and cure children with cancer and hundreds of non-profit organizations at the local and national level including the American Childhood Cancer Organization are helping children with cancer and their families cope through education, emotional, and financial support.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim September as

Childhood Cancer Awareness Month

in Appleton and encourage all citizens to observe Childhood Cancer Awareness Month and support research to cure this disease that so deeply impacts families in every community.

Signed and sealed this 20th day of August 2024.



JACOB A. WOODFORD
MAYOR OF APPLETON

*Pursuant to this Proclamation and in accordance with the Special Flag Policy, a special flag will be flown at City Hall on Tuesday, September 3, 2024.

PROCLAMATION



Office of the Mayor

WHEREAS, the International Day of Peace, also known as World Peace Day, was established in 1981 by the United Nations General Assembly, is dedicated to world peace and specifically the absence of war and violence and observed annually on September 21; and

WHEREAS, in 2001 the General Assembly unanimously voted to designate September 21 annually as a day of non-violence and ceasefire; and

WHEREAS, the Day of Peace aligns with the International Charter for Compassion, which the City of Appleton joined in 2010 and brings diverse groups together to foster connections and communication among faith communities and local organizations; and

WHEREAS, this year's theme, Actions for Peace: Our Commitment to the Global Goals, is a call to action that recognizes our individual and collective responsibility to foster peace; and

WHEREAS, a local community event is planned at Peirce Park on the International Day of Peace established by the United Nations General Assembly, where a variety of activities are available for children and adults, including music, a meditation for peace, a dance of universal peace, arts, crafts, and games, co-sponsored by co-sponsored by Unity of Appleton, The Chakra Spa, Loving Awareness, and other community organizations.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim September 21, 2024, as

Day of Peace

in Appleton and encourage all citizens to participate in community events in celebration of the Day of Peace and to promote peace in our communities.

Signed and sealed this 20th day of August 2024.



JACOB A. WOODFORD
MAYOR OF APPLETON

PROCLAMATION



Office of the Mayor

WHEREAS, Rail Safety Week is to be held across the United States from September 23-29, 2024; and

WHEREAS, 2,194 rail grade crossing collisions resulted in 765 personal injuries and were responsible for 248 fatalities in the United States during 2023; and

WHEREAS, 1,378 pedestrian trespassing casualties have occurred in the United States resulting in 663 pedestrians being killed and another 715 injured while trespassing on railroad property rights of way during 2023; and

WHEREAS, educating and informing the public about rail safety, reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver, United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National Rail Safety Week.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim September 23-29, 2024, as

Rail Safety Week

in Appleton and encourage all residents to recognize the importance of rail safety education.

Signed and sealed this 20th day of August 2024.



JACOB A. WOODFORD
MAYOR OF APPLETON

PROCLAMATION



Office of the Mayor

WHEREAS, diaper need, the condition of not being able to afford a sufficient supply of clean diapers to keep babies and toddlers clean, dry, and healthy, can adversely affect the health and wellbeing of children and their families; and

WHEREAS, national surveys and research studies report that nearly one in two families struggle with diaper need, and 48 percent of families delay changing a diaper to extend the available supply; and

WHEREAS, a daily or weekly supply of diapers is generally an eligibility requirement for babies and toddlers to participate in child care programs and quality early-education programs that enable children to thrive and parents to work, and many parents struggling with diaper need report missing an average of five days of work each month due to an insufficient supply of diapers, thereby destabilizing the family's economic prospects and wellbeing; and

WHEREAS, diaper need is a public health issue, and addressing diaper need will result in improved health for children, ensuring all children and families have access to the necessities required to thrive and reach their full potential; and

WHEREAS, diaper banks play a critical role in supporting families, improving infant health and wellbeing, and advancing our local and state economic growth; and

WHEREAS, Appleton is proud to be home to trusted community-based organizations including the Kimberly-Clark Diaper Bank, a program of United Way Fox Cities, Eastern Wisconsin Diaper Bank, and Jake's Network of Hope, that recognize the importance of providing economic stability for families and thus distribute diapers to families through various channels.

NOW, THEREFORE, BE IT RESOLVED, THAT I, JACOB A. WOODFORD, Mayor of the City of Appleton, Wisconsin, do hereby proclaim September 23-29, 2024, as

Diaper Need Awareness Week

in Appleton and encourage citizens to donate generously to diaper banks, diaper drives, and support those organizations that collect and distribute diapers to families struggling with diaper need.



Signed and sealed this 20th day of August 2024.

JACOB A. WOODFORD
MAYOR OF APPLETON

CITY OF APPLETON

NOTICE OF PUBLIC HEARING

PROPOSED COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENT

NOTICE IS HEREBY GIVEN of a Public Hearing to be held before the Appleton Common Council on Wednesday, September 4, 2024, at 7:00 P.M. in Council Chambers, 6th Floor, City Hall, 100 North Appleton Street, or as soon thereafter as can be heard, for the purpose of considering a Comprehensive Plan Future Land Use Map Amendment request.

Pursuant to Chapter 12: Implementation of the City of Appleton Comprehensive Plan 2010-2030, to consider a request by Thrivent Financial for Lutherans, owner, and Land By Label LLC, applicant, for the subject property located at 4321 North Ballard Road and 3920 North Meade Street, and being more particularly described as: Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, 31-1-6522-01, 31-6-5303-00 and 31-1-9107-00 to amend the Comprehensive Plan Future Land Use Map from future Agricultural and Private Open Space and Commercial land use designation to future Mixed Use and One and Two Family Residential land use designation.

A copy of the proposed amendment to the Comprehensive Plan Future Land Use Map is available in the Appleton Community Development Department or the Office of the City Clerk from 8:00 a.m. until 4:30 p.m., Monday through Friday.

All persons interested are invited to express your views or concerns regarding the above-described request. The Common Council meeting is open to the public. Feedback can also be shared with Common Council members via written letter, email, or phone call. Alternatively, you can also contact the Mayor's Office at mayor@appleton.org and your comments will be forwarded to the Common Council.

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.

KAMI LYNCH
CITY CLERK

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

RUN: July 30, 2024

NOTICE OF PUBLIC HEARING
OF THE
APPLETON COMMON COUNCIL

A public hearing will be held in the Council Chambers, City Hall, Appleton, Wisconsin, on Wednesday, September 4, 2024, at 7:00 P.M., or as soon thereafter as can be heard, to consider the following proposed zone change:

Planned Development District #4-00 Amendment (PD/C-2 #4-00): The applicant requested an amendment to the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way and replace the current Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284 with a new Implementation Plan Document (development regulations) to implement the proposed Thrivent Concept Master Plan and new Office Building.

Legal Description:

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 12, and part of the Northwest 1/4 and Northeast 1/4 of the Northwest 1/4 and part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 13, all being located in Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 12; thence South 00°-02'-21" East along the East line of said Southeast 1/4, a distance of 734.04 feet; thence North 90°-00'-00" West, a distance of 50.00 feet to the West right-of-way line of Ballard Road, said point being the point of beginning; thence continuing North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; thence North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said

curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence South 00°-43'-29" West along said East line, a distance of 1,885.41 feet to the South line of the Southwest 1/4 of said Section 12; thence North 89°-36'-54" East along said South line, a distance of 787.74; thence South 00°-46'-59" West, a distance of 1,095.87 feet to the Northerly right-of-way line of Interstate Highway "41"; thence South 79°-59'-24" East along said Northerly line, a distance of 238.64 feet; thence South 84°-00'-22" East along said Northerly line, a distance of 502.02 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 700.00 feet; thence North 86°-20'-30" East along said Northerly line, a distance of 317.96 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 1,484.19 feet; thence North 00°-51'-04" East along said Northerly line, a distance of 10.00 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 598.15 feet; thence North 72°-14'-50" East along said Northerly line, a distance of 549.98 feet; thence North 35°-43'-57" East along said Northerly line, a distance of 101.12 feet to the West right-of-way line of Ballard Road; thence North 00°-07'-51" West along said West line, a distance of 974.99 feet; thence North 11°-15'-34" East along said West line, a distance of 357.19 feet; thence North 00°-02'-21" West along said West line, a distance of 1,007.86 feet; thence South 89°-57'-40" West, a distance of 3.00 feet; thence North 00°-02'-21" West along said West line, a distance of 149.03 feet; thence North 05°-40'-03" East along said West line, a distance of 30.17 feet; thence North 00°-02'-21" West along said West line, a distance of 372.84 feet to the point of beginning and containing 381.485 acres (16,617,492 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

KAMI LYNCH
City Clerk

August 8, 2024

RUN: August 13, 2024
August 20, 2024

NOTICE OF PUBLIC HEARING

#6-24

RE: Proposed Zone Change

A public hearing will be held in the Council Chambers, City Hall, Appleton, Wisconsin, on Wednesday, September 4, 2024, at 7:00 P.M., or as soon thereafter as can be heard, to consider the following proposed zone change:

Rezoning #6-24: The applicant requested an amendment to the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way to implement the proposed Thrivent Concept Master Plan and new Office Building.

Legal Description:

Part of the Northeast 1/4 of the Northwest 1/4 of Section 12, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows: Commencing at the Northeast corner of said Northwest 1/4; thence South 00°-28'-27" West along the East line of said Northwest 1/4, a distance of 349.28 feet to the point of beginning; thence continuing South 00°-28'-27" West along said East line, a distance of 644.59 feet to a North line of Lot 2 of Certified Survey Map No. 8196 recorded in the Outagamie County Register of Deeds Office as Document No. 2247072; thence South 89°-37'-46" West along said North line, a distance of 684.16 feet to the Southeast corner of Lot 1 of Certified Survey Map No. 3161 recorded in said Register of Deeds Office as Document No. 1271500; thence North 00°-33'-21" East along the East line of said Certified Survey Map No. 3161, a distance of 610.92 feet to the Southerly right-of-way line of Apple Creek Road; thence North 52°-00'-40" East along said Southerly line, a distance of 30.41 feet; thence Northeasterly 173.95 feet along said Southerly line on a curve to the right having a radius of 239.84 feet, the chord of said curve bears North 72°-47'-18" East, a chord distance of 170.16 feet; thence South 86°-26'-05" East along said Southerly line, a distance of 498.01 feet to the point of beginning and containing 10.374 acres (451,906 sq. ft.) more or less, including to the centerline of the adjacent right-of-way.

R-2 Legal Description excluding AG-R2 parcel:

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Southeast 1/4 of the Northeast 1/4, part of the Northwest 1/4 and Northeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4 of the Southeast 1/4 of Section 12, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 12; thence South 00°-28'-27" West along the West line of said Northeast 1/4, a distance of 993.87 feet to a North line of said Lot 2, said point also being the point of beginning; thence continuing South 00°-28'-27" West along said West line, a distance of 988.47 feet to the South line of the North 1/2 of the South 1/2 of said Northeast 1/4, said line also being the South line of Ashbury Meadows Subdivision, recorded in the Outagamie County Register of Deeds Office as Document No. 1134265; thence North 89°-30'-00" East along said South line, a distance of 2,432.96 feet to the East line of said Ashbury Meadows; thence North 00°-03'-15" West along said East line, a

distance of 299.50 feet to the South right-of-way line of Ashbury Drive; thence North 89°-56'-50" East along said South line, a distance of 140.40 feet; thence South 34°-43'-28" East along said South line, a distance of 47.46 feet to the West right-of-way line of Ballard Road; thence South 00°-03'-10" East along said West line, a distance of 923.33 feet; thence South 00°-02'-21" East along said West line, a distance of 734.01 feet; thence North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence North 00°-43'-29" East along said East line, a distance of 749.37 feet; thence North 00°-45'-48" East along said East line, a distance of 215.39 feet to the South line of Lot 1 of said Certified Survey Map No. 8196; thence North 89°-31'-48" East along said South line, a distance of 654.98 feet to the East line of said Lot 1; thence North 00°-45'-48" East along said East line, a distance of 448.46 feet to the North line of said Lot 1; thence South 89°-31'-48" West along said North line, a distance of 148.98 feet; thence North 12°-33'-12" West, a distance of 166.25 feet; thence North 46°-54'-46" East, a distance of 591.62 feet; thence North 43°-05'-12" West, a distance of 137.00 feet to the Southerly right-of-way line of Apple Creek Road; thence North 46°-54'-48" East along said Southerly line, a distance of 475.59 feet to a North line of said Lot 2; thence North 89°-37'-46" East along said North line, a distance of 1,464.83 feet to the point of beginning and containing 171.296 acres (7,461,663 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

KAMI LYNCH
City Clerk

August 8, 2024

RUN: August 13, 2024
August 20, 2024

NOTICE OF PUBLIC HEARING

#7-24

RE: Proposed Zone Change

A public hearing will be held in the Council Chambers, City Hall, Appleton, Wisconsin, on Wednesday, September 4, 2024, at 7:00 P.M., or as soon thereafter as can be heard, to consider the following proposed zone change:

Rezoning #7-24: 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 below-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. 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.

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

KAMI LYNCH
City Clerk

August 15, 2024

RUN: August 20, 2024
August 27, 2024



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: 08/26/2024
To: Municipal Services Committee
From: Pete Neuberger, Deputy Director of Public Works
Subject: Approve Lawe Street Concrete Reconstruction Design

The Department of Public Works (DPW) requests approval of the design parameters for Lawe Street between College Avenue and Wisconsin Avenue as follows:

Lawe St is to be reconstructed with concrete pavement and curb and gutter between College Avenue and Spring Street; remove and replace the existing pavement markings between Spring Street and Wisconsin Avenue. Design parameters include:

College Ave to Washington St:

- New concrete pavement constructed to a width of 40' from face of curb to face of curb, which is 1'-4' wider than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated right turn lane at College Avenue for southbound traffic
- Dedicated bike lanes along both sides of the street
- On-street parking to be prohibited along both sides of the street which is unchanged from existing conditions

Washington St to Franklin St:

- New concrete pavement to be constructed to a width of 32' from face of curb to face of curb, which is 4' narrower than the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated bike lanes along both sides of the street
- On-street parking to be prohibited along both sides of the street which is unchanged from existing conditions

Franklin St to Spring St:

- New concrete pavement to be constructed to a width of 32' from face of curb to face of curb, which is the same width as the existing street within this portion of the project.
- 1 travel lane in each direction
- Dedicated bike lanes along both sides of the street
- On-street parking to be prohibited along both sides of the street which is unchanged from existing conditions

Lawe Street Design Approval

08-26-2024

-Page 2-

- Traffic Calming elements to be implemented:
 - Lawe & North – raised median
 - Lawe & Pacific – raised median

Spring St to Wisconsin Ave:

- Remove existing pavement marking and restripe as follows:
 - 1 travel lane in each direction
 - Dedicated bike lanes along both sides of the street
 - Dedicated left turn lanes at Meade Street and Wisconsin Avenue
 - Existing on-street parking to remain unchanged within this portion of the project

MUNICIPAL SERVICES COMMITTEE – August 26, 2024
Supplemental Project Information: 2026 Lawe Street Reconstruction

INTRODUCTION:

Proposed 2026 paving:

Lawe St (College Ave to Wisconsin Ave)

Lawe St is proposed to undergo a total reconstruction. The reconstruction of Lawe Street, from College Ave to Spring St, will include the removal and replacement of all existing asphalt/concrete pavement, curb and gutter, stone base, driveway aprons, and sidewalk. This project will also include removal and restriping of the existing pavement marking from Spring Street to Wisconsin Avenue.

LAWE STREET – College Ave to Wisconsin Ave (4300 LF) (2026 Concrete Pavt Reconstruct)

EXISTING CONDITIONS:

- Aldermanic District 2, 4, 11
- Traffic Counts:
 - College – Franklin 8929 vpd (2019)
 - Franklin – Pacific 7650 vpd (2019)
 - Pacific – Atlantic 5996 vpd (2017)
 - Atlantic – Spring 6400 vpd (2016)
- Parking restricted along both sides of the street within project limits
- Bus Route
- Existing right of way width: 60' Typical
- Existing pavement width:
 - College – Washington: 39' & 36' (face-of-curb to face-of-curb)
 - Washington – Franklin: 36' (face-of-curb to face-of-curb)
 - Franklin – Spring: 32' (face-of-curb to face-of-curb)
- Existing Pavement
 - Concrete placed in 1973
 - Asphalt placed in 1945
- Existing Water Main
 - 6", 8" CIP constructed year unknown
- Existing Sanitary Sewer
 - College – Hancock: 8" ABS TRUSS constructed 1972
 - Hancock – Spring: 18" x 26" CON constructed 1889
- Existing Storm Sewer
 - 18" PVC constructed 2002
 - 12", 15", 21", 27" CON constructed 1965
 - 12" CON constructed 1963
 - 15" CON constructed 1960

PROPOSED IMPROVEMENTS

- **Underground utilities to be improved in 2025**
- **College Ave – Washington St**
 - **New concrete pavement – 40' (face-to-face) (1'-4' wider than existing, 39' & 36')**
 - **1 travel lane in each direction**
 - **Dedicated left turn lane at College Ave**
 - **Remove and replace concrete sidewalk and driveway aprons**
 - **Bike lanes along both sides of the street**
 - **On-street parking would be restricted along both sides of the street**
 - **6 trees removed due to proximity/grading work needed (3 east/3 west)**

- **Washington St – Franklin St**
 - **New concrete pavement – 32’ (face-to-face) (4’ narrower than existing, 36’)**
 - **1 travel lane in each direction**
 - **Remove and replace concrete sidewalk and driveway aprons**
 - **Bike lanes along both sides of the street**
 - **On-street parking would be restricted along both sides of the street**
 - **3 trees removed due to poor condition (2 east/1 west) and 1 tree removed due to proximity/grading work needed (east)**
- **Franklin St – Spring St**
 - **New concrete pavement – 32’ (face-to-face) (same width as existing)**
 - **1 travel lane in each direction**
 - **Raised medians for enhanced pedestrian crossing safety and traffic calming at North Street and Pacific Street**
 - **Remove and replace concrete sidewalk and driveway aprons**
 - **Bike lanes along both sides of the street**
 - **On-street parking would be restricted along both sides of the street**
 - **21 trees removed due to poor condition (4 east/17 west), 10 trees removed due to proximity/grading work needed (7 east/3 west), and 1 ash tree to be removed (west side)**
- **Spring St – Wisconsin Ave**
 - **Remove existing pavement marking and restripe as follows:**
 - **1 travel lane in each direction**
 - **Bike lanes along both sides of street**
 - **Dedicated left turn lanes at Meade St and Wisconsin Ave**
 - **Existing on-street parking would remain unchanged**

COST ESTIMATE

- **Estimated Construction Cost = \$4.4 Million**



CITY OF APPLETON

Department of Public Works

Engineering Division

100 N. Appleton St. Fl. 5

Appleton, WI 54911-4702

p: 920-832-6474

<https://www.appleton.org/government/public-works>

August 14, 2024

Dear Property Owner/Resident:

The City of Appleton is proposing to reconstruct the pavement on Lawe Street, from College Avenue to Spring Street, in 2026.

On Monday August 26th, the Municipal Services Committee of the Common Council will conduct a formal vote on the proposed design of Lawe Street, as was presented at the public information meeting that took place on March 18, 2024. At the August 26th Municipal Services Committee meeting, the Committee will be presented the proposed Lawe Street design by the City's engineering consultant, Ayres Associates. The Committee will then vote on the proposed Lawe Street design. The August 26th meeting will be held at 4:30 p.m. in Committee Room "A", Sixth Floor at the City Center Building.

The proposed street design for Lawe Street would then go to the full Common Council on September 4th, 2024.

A copy of the proposed plans for Lawe Street can be previewed on the city website at the following link: <http://www.appleton.org/government/public-works/project-information>

The current design option calls for replacing the existing pavement as follows:

College Ave – Washington St

- New concrete pavement would be constructed at 40' wide from face of curb to face of curb. The proposed 40' wide street is 1-4' wider than the existing street (39' & 36').
 - o 1 thru lane in each direction
 - o Dedicated left turn lane at College Ave
 - o Bike lanes along both sides of the street
 - o On-street parking would be restricted.

Washington St – Franklin St

- New concrete pavement would be constructed at 32' wide from face of curb to face of curb. The proposed 32' wide street is 4' narrower than the existing street (36').
 - o 1 thru lane in each direction
 - o Bike lanes along both sides of the street
 - o On-street parking would be restricted.

Franklin St – Spring St

- New concrete pavement would be constructed at 32' wide from face of curb to face of curb. The proposed 32' wide street is the same width as the existing street.
 - o 1 thru lane in each direction
 - o Bike lanes along both sides of the street
 - o Raised medians for pedestrian crossings would be constructed at North St & Pacific St.
 - o On-street parking would be restricted.

- All existing sidewalk and driveway aprons within the project limits would be removed and replaced with new concrete sidewalk and driveway aprons.
- Sanitary sewer and water main will be reconstructed, if necessary, in 2025.

The Municipal Services Committee meeting is open to the public. If you have any questions or comments, feel free to contact me at 920-832-6484 or email at Jason.brown@appleton.org.

Sincerely,

Jason Brown, P.E.
Project Engineer

c: Alderpersons



CITY OF APPLETON

MEMORANDUM

Date: 08/20/2024
To: Municipal Services Committee
From: Michael Hardy, P.E., Traffic Engineer
Subject: Grant application request for new traffic signal at the Richmond Street (STH 47) / Ridgeview Drive intersection

The Department of Public Works (DPW) is requesting authorization to apply for grant funds through the Wisconsin Department of Transportation (WisDOT) *Safety and ITS Standalone Program* (SISP). Our grant application is to install a new permanent traffic signal (and make related improvements) at the intersection of State Trunk Highway (STH) 47 (Richmond Street) and Ridgeview Drive. The total estimated project cost is \$640,000, of which the local cost share would be 10% (\$64,000). Any real estate acquisition would be City's responsibility, separate from the SISP program (\$25,000). The deadline for this grant application submission is September 20th.

DPW is pursuing a 50/50 local cost share agreement with the Town of Grand Chute to split the local cost share (\$64,000 plus ~\$25,000 for real estate). The City would take the lead on this project, as most of this intersection falls within city limits. DPW has included \$75,000 in our 2025 proposed budget to front the consultant-supported design. Construction and real estate costs would be included in DPW's 2026 proposed budget.

Based on ongoing complaints, the Traffic Section reviewed the operations of the Richmond Street (STH 47) / Ridgeview Drive intersection. The complaints include the prevalence of crashes, long waits on Ridgeview Drive, difficult sight lines for northbound/southbound left turns, and challenges crossing Richmond Street for bicyclists and pedestrians.

Our review determined the traffic volumes are approaching the warrant thresholds, and the crash warrant was met in 2021. The recent development in the Town to the east is a contributing factor. Once the remaining green space in that area is developed, we anticipate the volume threshold will be met.

The scope of the proposed project will include a new permanent traffic signal, geometric improvements to sidewalks to achieve compliance with standards, and aligned left turn lanes for optimal visibility and safety.

Perhaps more pressing, WisDOT will be implementing a temporary traffic signal (with overhead span wire) at this intersection in April 2025 to mitigate traffic rerouting for the I-41 & Ballard Road interchange closure. We feel the temporary traffic signal will establish a precedent and

SISP Grant App
08/20/2024
-Page 2-

expectation by the public that traffic signal control should remain. We also feel this temporary signal will induce additional traffic on Ridgeview Drive, resulting in additional signal warrants being met. WisDOT has agreed to keep their temporary signal in operation through the summer of 2026 to allow for construction of this new, permanent signal.



CITY OF APPLETON

Finance Department
100 N Appleton St
Appleton, WI 54911
p: 920-832-6442
f: 920-832-6317
www.appleton.org

MEMORANDUM

Date: August 21, 2024
To: Chairperson Denise Fenton and Members of the Municipal Service Committee
From: Kelli Rindt, Enterprise Fund Accounting Manager
Subject: **Approve an ordinance updating Municipal Code Chapter 15, Article III, Rates and Charges**

The Finance Department requests approval of an ordinance updating Municipal Code Chapter 15, Article III Rate and Charges. Strike and bold language of the proposed updates are shown on the attached document. The change updates the billing cycle from weekly to quarterly as necessitated by the upcoming implementation of the Utility Billing module within the City's Enterprise Resource Planning (ERP) system.

Currently refuse charges are assessed on a weekly basis. The ERP system requires all services to be billed on a quarterly basis. Refuse charges will be pro-rated when customers change refuse container sizes and move in or move out from the property.

If approved, the ordinance with this update will become effective upon the later of October 1, 2024 or the actual implementation date of the Utility Billing module within the City's Enterprise Resource Planning (ERP) system.

If you have any questions or require additional information regarding this project, please contact me at 920-832-6316.

Sec. 15-38. Basis.

The solid waste collection charges imposed by this article shall be based on the size and number of the containers at the location, according to Department of Public Works records, during the ~~week-quarter a~~the charge is incurred.

Sec. 15-38. Basis.

The solid waste collection charges imposed by this article shall be based on the size and number of the containers at the location, according to Department of Public Works records, during the quarter the charge is incurred.

DEPARTMENT OF COMMUNITY DEVELOPMENT

100 North Appleton Street
Appleton, WI 54911
Phone (920) 832-6411

TO: Municipal Services Committee

FROM: Peter Neuberger, Deputy Director of Public Works / City Engineer
Kurt W. Craanen, Inspections Supervisor

SUBJECT: Fee Waiver Request – 311 N Superior St.

DATE: August 26, 2024

The owner of 311 N. Superior St. is requesting a waiver of the \$160 administrative fee for violation of 12-58 of the Municipal Code.

A notice was sent to the owner on June 13, 2024. A warrant was obtained and posted on the property on July 3, 2024. The owner cut the grass before the City's contractor got to the site.

The Department of Community Development recommends denial of the appeal to waive the \$160 administrative fee for high weeds.



ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT
 Inspection Division
 100 North Appleton Street
 Appleton, WI 54911
 Phone (920) 832-6411

No. 240872
 Date Rec'd: 06/12/24

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

Neighborhood Service Form

311 SUPERIOR LLC
 123 HIGHLAND CT
 NEENAH WI 54956

Tax Key Number(s) 31-2-0641-00		Location of Complaint 311 N SUPERIOR ST APPLETON WI
Map Number Q52	Lot Size 22380 sq ft	

Complaint:

Long weeds on property.

Inspection Report:

This complaint was investigated on June 13, 2024 by CADEN KERRIGAN and was found to be:

- in violation letter sent
- in violation hang tag left
- in violation letter and hang tag

YOU ARE HEREBY ORDERED to abate the above confirmed violation(s) of the nuisance ordinance by the following corrective action:

Please cut all long grass and weeds to be under 8 inches.

Such correction is to be completed no later than 4:00 pm on June 23, 2024

Assessment charged: There is a minimum \$50 assessment charged for all owners who received this weed notice. Should the owner fail or refuse to complete corrective action by the time given, the City may enter upon subject property and abate the nuisance. The additional cost of such abatement will be charged to the property owner.

*****Office Use Only*****

Date Notice Mailed: June 13, 2024 Re-inspection Date: _____ Result: Uncut

Warrant Served: _____ Return of Officer: _____

Called Contractor: _____ Contractor Cut: _____

SPECIAL INSPECTION WARRANT

STATE OF WISCONSIN)
) ss
COUNTY OF OUTAGAMIE)

THE STATE OF WISCONSIN, to the Sheriff or any constable or any peace officer of said County:

WHEREAS, City of Appleton Inspector, CADEN KERRIGAN, has this day complained in writing to the said court upon oath that on the July 3, 2024, in said County, in and upon certain premises in the City of Appleton and more particularly described as follows:

LOCATION: 311 N SUPERIOR ST
APPLETON WI
LEGAL OWNER: 311 SUPERIOR LLC
TAX KEY: 31-2-0641-00

THERE NOW EXISTS a necessity to enter upon, inspect, remove in compliance with sections 12-30(17) and 12-32(c) of the ordinances of the City of Appleton. The affiant prays that a Special Inspection Warrant be issued for the purpose to inspect and remove items from the premise :

"to cut or remove the accumulation or growth of weeds, grass, brush, or other rank or offensive vegetation", which has grown to a height beyond that allowed by the 12-58(b) of the Appleton Municipal Code.

NOW THEREFORE, in the name of the State of Wisconsin, you are commanded forthwith to enter the said premises for said purposes.

Dated this 3 day of July, 2024.

By: [Signature]

ENDORSEMENT ON WARRANT

Received by me on July 3rd, 2024, at 1:23 o'clock P.M.

[Signature]
CADEN KERRIGAN
City of Appleton, Inspector

AFFIDAVIT FOR SPECIAL INSPECTION WARRANT

STATE OF WISCONSIN)
COUNTY OF OUTAGAMIE) ss

CADEN KERRIGAN, being duly sworn, says that on July 3, 2024 in said County, in and upon certain premises in the City of Appleton, and more particularly described as follows:

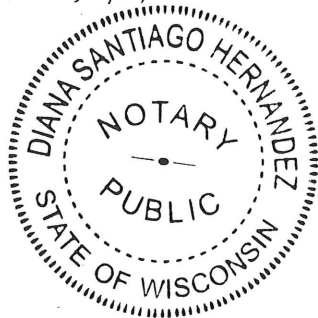
LOCATION: 311 N SUPERIOR ST
APPLETON WI
LEGAL OWNER: 311 SUPERIOR LLC
TAX KEY: 31-2-0641-00

There now exists a necessity to determine if said premise complies with Chapter 12 of the Municipal Code of the City of Appleton. The facts tending to establish the grounds for issuing a Special Inspection Warrant are as follows:

- 1. That she/he is employed by the City of Appleton in the Department of Public Works - Inspection Division, as an inspector.
2. That the City of Appleton Department of Public Works - Inspection Division has the powers and duties enumerated in Wisconsin Statutes §66.0517 concerning weed control. Additionally, the City of Appleton has adopted §12-58(b) of the Appleton Municipal Code relating to long grass.
3. On June 13, 2024 affiant personally observed a violation of the Appleton Municipal Code, §12-58 relating to the Department's authority to control accumulations of growth of weeds, grass, brush or other rank or offensive vegetation which has grown to a height beyond that allowed by the §12-58(b) of the Appleton Municipal Code.
4. On June 13, 2024 a notice was sent to the above named property owner. See Exhibit 1 attached hereto and incorporated herein by reference.
5. On July 1, 2024 the affiant observed that the premises described above still does not comply with §12-58(b), Appleton Municipal Code.

Wherefore, your affiant, CADEN KERRIGAN, on behalf of the City of Appleton Department of Public Works - Inspection Division, prays that a Special Inspection Warrant be issued to enter upon said premises for said purpose.

Dated this July 3, 2024



A handwritten signature in black ink that reads "Caden Kerrigan".

CADEN KERRIGAN
City of Appleton, Inspector

Subscribed and sworn to before me this

3 day of July, 2024

Diana Santiago Hernandez

Notary Public, State of Wisconsin

My commission is permanent/expires 2/28/27.

Work Order for Cutting of Nuisance Grass or Weeds

Parcel No. _____

CSR No. _____

Date Issued: _____

Work Order No. 24-_____

Location: _____

Instructions: _____

FOR CITY USE ONLY

Date Inspected: _____

Cut Not Cut

Inspected By: _____

Hand Cutting Required

Area Cut (up to 10,000 sq ft)

- Vacant** parcel less than or equal to 7,200 sq ft (\$65.00 per parcel)
- Vacant** parcel larger than 7,200 sq.ft. but less than or equal to 10,000 sq ft (\$85.00 per parcel)
- Parcel with **structure** less than or equal to 7,200 sq ft (\$65.00 per parcel)
- Parcel with **structure** larger than 7,200 sq ft but less than or equal to 10,000 sq ft (\$95.00 per parcel)
- All parcels greater than 10,000 sq ft** (\$55.00 per 5,000 sq ft)

Areas Cut by Hand (sq ft)

- Level One**-Up to one person-hour of hand labor (\$45.00 lump sum)
- Level Two**-Greater than one but less than or equal to two person-hours of hand labor (\$90.00 lump sum)
- Level Three**-Greater than two but less than or equal to three person-hours of hand labor \$135.00 lump sum)

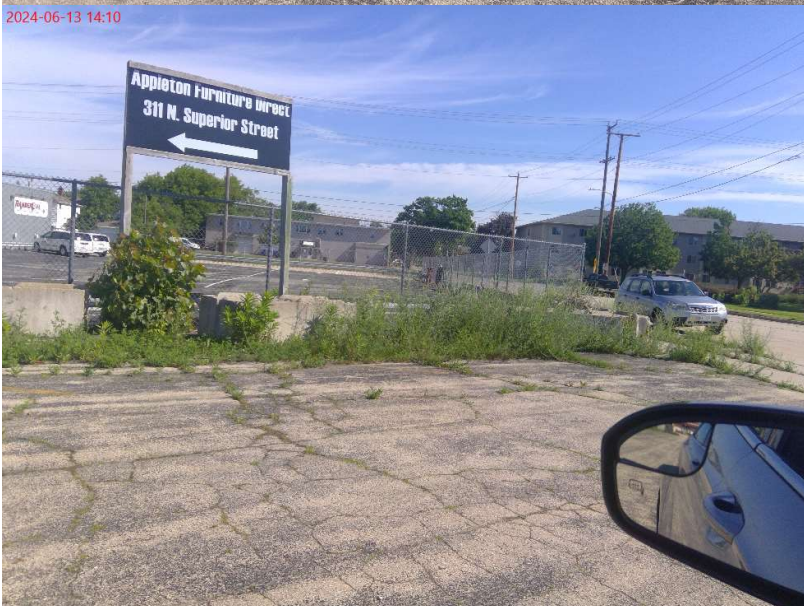
Plus: _____ **additional 5,000 sq ft areas**

TOTAL: _____ **Sq. Ft.**

2024-06-13 14:09



2024-06-13 14:10



2024-07-03 15:38





DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: 08/26/2024
To: Finance Committee
From: Pete Neuberger, Deputy Director of Public Works
Subject: Approve sole source contract with Traffic and Parking Control Co., Inc. (TAPCO) for TIBA ramp access software cloud migration, upgrade of ramp access credit card readers, and added Pay-On-Foot equipment, in an amount not to exceed \$221,209.00.

The Department of Public Works (DPW) is requesting approval of a single-source contract with Traffic and Parking Control Co., Inc. (TAPCO) for TIBA ramp access software cloud migration, upgrade of ramp access credit card readers, and added Pay-On-Foot equipment, in an amount not to exceed \$221,209.00.

To maintain continuity with DPW's current equipment, software, ramp user databases, and staff training, DPW wishes to continue using the TIBA product line, as distributed in our region solely by TAPCO. A copy of the Sole Source Authorization form issued by the Finance Purchasing Manager is attached for reference.

The system elements being replaced are marginally functional for now but is nearing obsolescence. The desktop PC-based software represents older technology that is difficult to troubleshoot and support, and staff have already experienced significant functionality issues when staff desktop computers have been replaced in the past. The proposed cloud-based software platform complies with IT Department's strategy to employ cloud-based software solutions where such alternatives to on-premise operations exist.

The ramp card readers being replaced are functional for now but will be obsolete at the end of 2025, per credit card industry protocols. Additionally, the magnetic stripe technology is challenging for users in a line of exiting vehicles because it is slow and can be difficult for some users to properly swipe from a vehicle. The proposed "chip and tap" readers are much faster and will support a far more positive customer experience, especially when exiting ramps during periods of high use.

The 2024 Parking Utility operations budget includes funding sufficient for this request.



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern:** When a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

PROPOSED DETAILS

Requesting dept: DPW
Product/service: Parking System Migration
Vendor name: TAPCO
Total cost: \$221,209

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.


Purchasing Manager

8/22/24
Date



CITY OF APPLETON

MEMORANDUM

Date: August 21, 2024
To: Alderperson Chris Croatt, Chair, Safety and Licensing Committee
Members of the Common Council
From: Cassidy Walsh, Emergency Management Coordinator
Subject: Request to Adopt Outagamie County Hazard Mitigation Plan

The State of Wisconsin has endured billions of dollars in damages over the past three decades as a result of various disasters including severe weather, major snowstorms, and powerful tornadoes. While the costs of each disaster may vary greatly, the impact is always the hardest at the local level, impacting our communities the most.

Hazard mitigation breaks the cycle of damage and repair by reducing or eliminating the long-term risk to human life and property caused by the potential hazards. Therefore, the City of Appleton participated jointly in the planning process with Outagamie County and other local unites of government to prepare a Hazard Mitigation Plan. A copy of the plan permanently resides in the Outagamie County Emergency Management Office.

The plan has received approval from the Wisconsin Emergency Management and the Federal Emergency Management Agency (FEMA). Once formally approved by the City of Appleton, a copy will be placed on file with the Appleton City Clerk and Emergency Management Coordinator.

Attached you will find a resolution outlining the continued adoption of the plan. I am requesting that the committee recommend approval of Outagamie County's Hazard Mitigation Plan for those portions of the City of Appleton located in Outagamie County. The full plan can be found here, [Outagamie County Hazard Mitigation Plan](#).

Appendix B: Sample Adoption Resolution

(LOCAL GOVERNMENT, INCLUDING SPECIAL DISTRICTS), (STATE)

RESOLUTION NO. _____

A RESOLUTION OF (LOCAL GOVERNMENT) ADOPTING THE (TITLE AND DATE OF MITIGATION PLAN)

WHEREAS the (local governing body) recognizes the threat that natural hazards pose to people and property within (local government); and

WHEREAS the (local government) has prepared a multi-hazard mitigation plan, hereby known as (title and date of mitigation plan) in accordance with federal laws, including the [Robert T. Stafford Disaster Relief and Emergency Assistance Act](#), as amended; the [National Flood Insurance Act of 1968](#), as amended; and the [National Dam Safety Program Act](#), as amended; and

WHEREAS (title and date of mitigation plan) identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in (local government) from the impacts of future hazards and disasters; and

WHEREAS adoption by the (local governing body) demonstrates its commitment to hazard mitigation and achieving the goals outlined in the (title and date of mitigation plan).

NOW THEREFORE, BE IT RESOLVED BY THE (LOCAL GOVERNMENT), (STATE), THAT:

Section 1. In accordance with (local rule for adopting resolutions), the (local governing body) adopts the (title and date of mitigation plan). While content related to (local government) may require revisions to meet the plan approval requirements, changes occurring after adoption will not require (local government) to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

ADOPTED by a vote of ____ in favor and ____ against, and ____ abstaining, this ____ day of _____, _____.

By: _____ (print name)

ATTEST: By: _____ (print name)

APPROVED AS TO FORM: By: _____ (print name)

Resolution No. 7—2024-25 – Public Safety Committee. Authorize and approve of the “Outagamie County Hazard Mitigation Plan 2024-2029” as an official plan and revisions to meet the Plan approval requirements after adoption will not require Outagamie County to re-adopt any further iterations of the Plan and that subsequent plan updates following the approval period for this Plan will require separate resolutions.


Supervisor Patience moved, seconded by Supervisor Lamers, for adoption.

ROLL CALL: 27 yes, 9 absent. RESOLUTION NO. 7—2024-25 IS ADOPTED.

VOTE RESULTS

27 YES 0 NO 0 ABSTAIN 9 ABSENT

Resolution No. 7—2024-25

Public Safety Committee. Authorize and approve of the “Outagamie County Hazard Mitigation Plan 2024-2029”  **Passed With Majority of Full Membership**
 Plan approval requirements after adoption will not require Outagamie County to re-adopt any further iterations of the Plan and that subsequent plan updates following the approval period for this Plan will require separate resolutions.

1 THOMPSON	YES	13 WEGAND	ABSENT	25 JANKE	YES
2 JOHNSON	ABSENT	14 HERMES	ABSENT	26 WEINBERG	YES
3 SMITH	YES	15 MacDONALD	ABSENT	27 CULBERTSON	YES
4 PATIENCE	YES	16 SCHROEDER	ABSENT	28 MONFILS	YES
5 GABRIELSON	YES	17 CROATT	ABSENT	29 WINTERFELDT	YES
6 KOSTELNY	YES	18 SPEARS	YES	30 NEJEDLO	YES
7 HAMMEN	YES	19 HEISER	YES	31 CLEGG	YES
8 LAWRENCE	YES	20 MITCHELL	YES	32 THYSSEN	ABSENT
9 KRUEGER	YES	21 CUFF	YES	33 VANDERHEIDEN	YES
10 LAMERS	YES	22 HAGEN	YES	34 RETTLER	YES
11 FERGUSON	ABSENT	23 KLEMP	YES	35 KOURY	YES
12 McCABE	YES	24 THIEDE	ABSENT	36 LAUTENSCHLAGER	YES



RESOLUTION NO.: 7—2024-25

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 Outagamie County recognizes the threat that natural hazards pose to people and property
2 within Outagamie County. The Outagamie County Emergency Management Department
3 has prepared a multi-hazard mitigation plan, hereby known as “Outagamie County Hazard
4 Mitigation Plan 2024-2029” (the Plan) in accordance with federal laws, including the
5 Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the
6 National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program
7 Act, as amended. The Outagamie County Hazard Mitigation Plan 2024-2029 identifies
8 mitigation goals and actions to reduce or eliminate long-term risk to people and property
9 in Outagamie County from the impacts of future hazards and disasters. Adoption of the
10 Plan by the Outagamie County Board of Supervisors demonstrates its commitment to
11 hazard mitigation and achieving the goals outlined in the Plan.
12

13 NOW THEREFORE, the undersigned members of the Public Safety Committee recommend
14 adoption of the following resolution.

15 BE IT RESOLVED, that the Outagamie County Board of Supervisors does authorize and approve
16 of the “Outagamie County Hazard Mitigation Plan 2024-2029” as an official plan, which can be reviewed
17 in the Legislative Services Office, the County Clerk’s Office, or the Emergency Management Department,
18 and

19 BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does approve
20 that while content related to Outagamie County may require revisions to meet the Plan approval
21 requirements, changes occurring after adoption will not require Outagamie County to re-adopt any further
22 iterations of the Plan and that subsequent plan updates following the approval period for this Plan will
23 require separate resolutions, and

24 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of
25 this resolution to the Outagamie County Emergency Management Director.

26 Dated this 14th day of May 2024

Respectfully submitted,

PUBLIC SAFETY COMMITTEE

Katrin Patience

Katrin Patience

Christine Lamers

Christine Lamers

Michael Smith

Michael Smith

Timothy Hermes

Jeremy Thyssen

Duly and officially adopted by the County Board on: May 14, 2024

Signed:

Dan Galvin
Board Chairperson

Jill King
County Clerk

Approved:

5.15.24

Vetoed: _____

Signed:

[Signature]
County Executive



CITY OF APPLETON

MEMORANDUM

Date: August 21, 2024
To: Alderperson Chris Croatt, Chair, Safety and Licensing Committee
Members of the Common Council
From: Cassidy Walsh, Emergency Management Coordinator
Subject: Request to Update Municipal Code Chapter 5 Emergency Management

The purpose of this memo is to highlight the update from the archived State Statute 166 to the current State Statute 323 on Emergency Management, and grammatical corrections.

Original Ordinance Language:

Attachment *0733 – CH 5_EMERGENCY MGMT - CURRENT*

Modified Ordinance Language:

Attachment with the changes tracked *0733 – CH 5_EMERGENCY MGMT – REVISION VERSION*

This attachment is the requested version with the edits accepted *0733 – CH 5_EMERGENCY MGMT – FINAL VERSION*

Summary of Changes:

1. 2009 WI Act 42 repealed and replaced Chapter 166.
2. Grammatical changes were made to remove all gender references.
3. Grammatical change Shall to May reflects accurate actions made by the Emergency Management Coordinator.

EMERGENCY MANAGEMENT

Chapter 5

Emergency Management

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*State law reference(s)--Emergency powers, W.S.A.; emergency management, W.S.A. §166.01 et seq.

APPLETON CODE

EMERGENCY MANAGEMENT

Sec. 5-1. Purpose of chapter.

In order to prepare the City to cope with emergencies resulting from enemy action and natural or manmade disasters, it is declared to be necessary to establish an organization for emergency management, as set out in W.S.A. §166.01, conferring upon the persons specified in this chapter the powers and duties provided by this chapter.

(Ord 98-74, §1, (I)(1)), 8-8-74; Ord 113-06, §1, 9-26-06)

State law reference(s) - Similar provision, W.S.A. §166.01.

Sec. 5-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Civil defense means all measures undertaken by or on behalf of the City to prepare for and minimize the effect of enemy action upon the civilian population.

Emergency management includes civil defense and means all measures undertaken by or on behalf of the City to prepare for and minimize the effects of enemy action and natural or manmade disasters upon the civilian population and to effectuate emergency repairs or the emergency restoration of vital public utilities and facilities destroyed or damaged by such action or disaster.

Enemy action means hostile action by a foreign power which threatens the security of the City.
(Ord 113-06, §1, 9-26-06)

Cross reference - Definitions and rules of construction generally, §1-2.

State law reference - Similar definitions, W.S.A. §166.02.

Sec. 5-3. Powers and duties of Common Council and Mayor.

(a) The Common Council shall adopt an effective program of emergency management consistent with the State plan of emergency management. The Common Council may appropriate funds and levy taxes for this program.

(b) Emergency Management Coordinator shall be appointed by the Mayor as head of Emergency Management Services, subject to the confirmation of the Common Council.

(c) The Safety and Licensing Committee shall be designated as the committee of jurisdiction to act as an emergency management committee. The Committee shall retain policy-making and rule-making powers in the establishment and development of emergency management plans and programs.

(d) During the continuance of state of emergency proclaimed by the Governor, the Common Council may employ the Organization for Emergency Management and the facilities and other resources of that organization to cope with the problems of the emergency.

(Ord 98-74, §1 (II)(1) – (4)), 8-8-74; Ord 113-06, §1, 9-26-06)

Cross reference - Boards, committees, commissions, §2-51, et seq.

Sec. 5-4. Organization for Emergency Management.

(a) There shall be an Organization for Emergency Management which will coordinate resources and efforts during City-declared emergencies. Lead members of the organization include: the Mayor, the City Attorney, the Police Chief, the Fire Chief, the Director of Public Works, the Health Officer and the Emergency Management Coordinator.

(b) All officers and employees, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property during disasters shall constitute the Emergency Management Organization.

(c) In preparing and executing the Emergency Management Program, the services, equipment, supplies and facilities of the existing departments and agencies of the counties and city shall be utilized to the maximum extent practicable, and the officers and personnel of such departments and agencies are directed to cooperate with and extend such services and facilities as are required by them.

(d) In order to ensure that in the event of an emergency all facilities of emergency management are extended to the fullest to meet such an emergency, the following responsibilities have been assigned to specific department heads named as Directors of Emergency Management Services:

- (1) Police Chief – Director of police services;
- (2) Director of Public Works – Director of engineering;
- (3) Health Officer – Director of public health services;
- (4) Fire Chief – Director of fire and rescue;

(e) Other department heads not specifically named will fulfill emergency and non-emergency duties as assigned under the City of Appleton Emergency Operations Plan. Nothing in this section shall have construed to limit the Emergency Management Coordinator from immediately commencing organizational and planning programs as required by the

APPLETON CODE

City's Emergency Operations Plan adopted by the Common Council.

(Ord 113-06, §1, 9-26-06)

State law reference – Emergency government, W.S.A. §166.01 et seq.

Sec. 5-5. Emergency Management Coordinator.

There shall be an Emergency Management Coordinator designated for the City. He/She shall have the duties and responsibilities of the City head of Emergency Management Services.

(Ord 98-74, §(II)(5)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-6. Deputy Emergency Management Coordinator.

(a) The Mayor may appoint a Deputy Emergency Management Coordinator.

(b) The Deputy Emergency Management Coordinator will operate under the administrative direction of the Emergency Management Coordinator.

(Ord 98-74, §1(II)(6)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-7. Powers and duties of the Emergency Management Coordinator

The Emergency Management Coordinator shall:

- (1) Coordinate the City Emergency Management Organization;
- (2) Develop, promulgate and integrate into the county plan, emergency management plans for the operating services of the City;
- (3) Coordinate participation of the City in such emergency management training programs and exercises as may be required on the county or state level.
- (4) Coordinate the City emergency management training programs and exercises;
- (5) Perform such other duties relating to emergency management as may be required by the Organization for Emergency Management.
- (6) The duties of the Emergency Management Coordinator shall parallel those of the county Head of Emergency Management Services and he/she shall coordinate with the appropriate county Head of Emergency Management Services for the proper operation of the program within the appropriate county jurisdiction

(Ord 98-74, §1(III), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-8. Incident management.

In order to ensure that in the event of an emergency that all responding agencies have the ability to operate in a coordinated manner, utilizing a recognized management processes, incident management objectives, common terminology, common communication procedures and equipment designations, the City of Appleton formally recognizes and adopts the use of the Incident Command System (ICS) and the National Incident Management System (NIMS).

(Ord 113-06, §1, 9-26-06)

Sec. 5-9. Funding of emergency management program.

(a) The cost of equipment and services related directly to the implementation of the City Emergency Management Program shall be through the City budget.

(b) All monies received as revenues derived from federally subsidized programs shall revert to the City as appropriate.

(Ord 98-74, §1(V)(2), (3)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-10. Violations.

(a) It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the emergency management organization in the enforcement of an order, rule, regulation or plan issued pursuant to the authority contained in this chapter.

(b) It shall be unlawful for any person to represent himself/herself as a member of an emergency management organization unless such person is a bona fide member of the appropriate organization.

(Ord 113-6, §1, 9-26-06)

(The next page is 429.)

EMERGENCY MANAGEMENT

Chapter 5

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*State law reference(s)--Emergency powers, W.S.A.; emergency management, W.S.A. [§323.01166-01](#) et seq.

Supp #65

Supp #65

EMERGENCY MANAGEMENT

Sec. 5-1. Purpose of chapter.

In order to prepare the City to cope with emergencies resulting from ~~a disaster, or imminent threat of a disaster~~~~enemy action and natural or manmade disasters~~, it is declared to be necessary to establish an organization for emergency management, as set out in W.S.A. ~~§323.01 (2021-22 and as updated thereafter)~~~~166-01~~, conferring upon the persons specified in this chapter the powers and duties provided by this chapter. (Ord 98-74, §1, (I)(1)), 8-8-74; Ord 113-06, §1, 9-26-06)

State law reference(s) - Similar provision, W.S.A. ~~§323.01~~~~166-01~~.

Sec. 5-2. Definitions.

~~Unless otherwise specified in this chapter or the context clearly indicates otherwise, the words, terms, and phrases shall have the meaning prescribed by W.S.A. § 323.02 (2021-22 and as updated thereafter). The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~**Civil defense** means all measures undertaken by or on behalf of the City to prepare for and minimize the effect of enemy action upon the civilian population.~~

~~**Emergency management** includes civil defense and means all measures undertaken by or on behalf of the City to prepare for and minimize the effects of a disaster or imminent threat of a disaster ~~enemy action and natural or manmade disasters~~ upon the civilian population and to effectuate emergency ~~and to make repairs or to restore infrastructure or critical systems~~ the emergency restoration of vital public utilities and facilities destroyed or damaged by ~~a~~ such action or disaster.~~

~~**Enemy action** means hostile action by a foreign power which threatens the security of the City.~~

(Ord 113-06, §1, 9-26-06)

Cross reference - Definitions and rules of construction generally, §1-2.

State law reference - ~~Similar definitions~~, W.S.A. ~~§323.02~~~~166-02~~.

Sec. 5-3. Powers and duties of Common Council and Mayor.

(a) The Common Council shall adopt an effective program of emergency management consistent with the State plan of emergency management. The Common Council may appropriate funds and levy taxes for this program.

(b) Emergency Management Coordinator shall be appointed by the Mayor as head of Emergency Management Services, subject to the confirmation of the Common Council.

(c) The Safety and Licensing Committee shall be designated as the committee of jurisdiction to act as an emergency management committee. The Committee shall retain policy-making and rule-making powers in the establishment and development of emergency management plans and programs.

(d) During the continuance of state of emergency proclaimed by the Governor, the Common Council may employ the Organization for Emergency Management and the facilities and other resources of that organization to cope with the problems of the emergency. (Ord 98-74, §1 (II)(1) – (4)), 8-8-74; Ord 113-06, §1, 9-26-06)

Cross reference - Boards, committees, commissions, §2- 51, et seq.

Sec. 5-4. Organization for Emergency Management.

APPLETON CODE

(a) There shall be an Organization for Emergency Management which will coordinate resources and efforts during City-declared emergencies. Lead members of the organization include: the Mayor, the City Attorney, the Police Chief, the Fire Chief, the Director of Public Works, the Health Officer, and the Emergency Management Coordinator.

(b) All officers and employees, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property during disasters shall constitute the Emergency Management Organization.

(c) In preparing and executing the Emergency Management Program, the services, equipment, supplies and facilities of the existing departments and agencies of the counties and city shall be utilized to the maximum extent practicable, and the officers and personnel of such departments and agencies are directed to cooperate with and extend such services and facilities as are required by them.

(d) In order to ensure that in the event of an emergency all facilities of emergency management are extended to the fullest to meet such an emergency, the following responsibilities have been assigned to specific department heads named as Directors of Emergency Management Services:

- (1) Police Chief – Director of police services;
- (2) Director of Public Works – Director of engineering;
- (3) Health Officer – Director of public health services;
- (4) Fire Chief – Director of fire and rescue;

(e) Other department heads not specifically named will fulfill emergency and non-emergency duties as assigned under the City of Appleton Emergency Operations Plan. Nothing in this section shall have construed to limit the Emergency Management Coordinator from immediately commencing organizational and planning programs as required by the City's Emergency Operations Plan adopted by the Common Council.

(Ord 113-06, §1, 9-26-06)

State law reference – Emergency government, W.S.A. §~~323.14166-01~~ et seq.

Sec. 5-5. Emergency Management Coordinator.

There shall be an Emergency Management Coordinator designated for the City: ~~They/He/She who~~ shall have the duties and responsibilities of the City head of Emergency Management Services.

(Ord 98-74, §(II)(5)), 8-8-74; Ord 113-06, §1, 9-26-06) Sec.

5-6. Deputy Emergency Management Coordinator.

(a) The Mayor may appoint a Deputy Emergency Management Coordinator.

(b) The Deputy Emergency Management Coordinator will operate under the administrative direction of the Emergency Management Coordinator.
(Ord 98-74, §1(II)(6)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-7. Powers and duties of the Emergency Management Coordinator

The Emergency Management Coordinator shall:

- (1) Coordinate the City Emergency Management Organization;
- (2) Develop, promulgate and integrate into the county plan, emergency management plans for the operating services of the City;

EMERGENCY MANAGEMENT

(3) Coordinate participation of the City in such emergency management training programs and exercises as may be required on the county or state level.

(4) Coordinate the City emergency management training programs and exercises;

(5) Perform such other duties relating to emergency management as may be required by the Organization for Emergency Management.

(6) The duties of the Emergency Management Coordinator shall parallel those of the county Head of Emergency Management Services. [The Emergency Management Coordinator](#) ~~and they/he/she shall~~ may coordinate with the appropriate county Head of Emergency Management Services for the proper operation of the program within the appropriate county jurisdiction
(Ord 98-74, §1(III), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-8. Incident management.

In order to ensure that in the event of an emergency that all responding agencies have the ability to operate in a coordinated manner, utilizing a recognized management processes, incident management objectives, common terminology, common communication procedures and equipment designations, the City of Appleton formally recognizes and adopts the use of the Incident Command System (ICS) and the National Incident Management System (NIMS).
(Ord 113-06, §1, 9-26-06)

Sec. 5-9. Funding of emergency management program.

(a) The cost of equipment and services related directly to the implementation of the City Emergency Management Program shall be through the City budget.

(b) All monies received as revenues derived from federally subsidized programs shall revert to the City as appropriate.
(Ord 98-74, §1(V)(2), (3)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-10. Violations.

(a) It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the emergency management organization in the enforcement of an order, rule, regulation or plan issued pursuant to the authority contained in this chapter.

(b) It shall be unlawful for any person to represent himself/herself as a member of an emergency management organization unless such person is a bona fide member of the appropriate organization.
(Ord 113-6, §1, 9-26-06)

EMERGENCY MANAGEMENT

Chapter 5

Emergency Management

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*State law reference(s)--Emergency powers, W.S.A.; emergency management, W.S.A. §323.01 et seq.

EMERGENCY MANAGEMENT

Sec. 5-1. Purpose of chapter.

In order to prepare the City to cope with emergencies resulting from a disaster, or imminent threat of a disaster, it is declared to be necessary to establish an organization for emergency management, as set out in W.S.A. §323.01 (2021-22 and as updated thereafter), conferring upon the persons specified in this chapter the powers and duties provided by this chapter.
(Ord 98-74, §1, (I)(1)), 8-8-74; Ord 113-06, §1, 9-26-06)

State law reference(s) - Similar provision, W.S.A. §323.01.

Sec. 5-2. Definitions.

Unless otherwise specified in this chapter or the context clearly indicates otherwise, the words, terms, and phrases shall have the meaning prescribed by W.S.A. § 323.02 (2021-22 and as updated thereafter). (Ord 113-06, §1, 9-26-06)

Cross reference - Definitions and rules of construction generally, §1-2.

State law reference - W.S.A. §323.02.

Sec. 5-3. Powers and duties of Common Council and Mayor.

(a) The Common Council shall adopt an effective program of emergency management consistent with the State plan of emergency management. The Common Council may appropriate funds and levy taxes for this program.

(b) Emergency Management Coordinator shall be appointed by the Mayor as head of Emergency Management Services, subject to the confirmation of the Common Council.

(c) The Safety and Licensing Committee shall be designated as the committee of jurisdiction to act as an emergency management committee. The Committee shall retain policy-making and rule-making powers in the establishment and

development of emergency management plans and programs.

(d) During the continuance of state of emergency proclaimed by the Governor, the Common Council may employ the Organization for Emergency Management and the facilities and other resources of that organization to cope with the problems of the emergency. (Ord 98-74, §1 (II)(1) – (4)), 8-8-74; Ord 113-06, §1, 9-26-06)

Cross reference - Boards, committees, commissions, §2- 51, et seq.

Sec. 5-4. Organization for Emergency Management.

(a) There shall be an Organization for Emergency Management which will coordinate resources and efforts during City-declared emergencies. Lead members of the organization include: the Mayor, the City Attorney, the Police Chief, the Fire Chief, the Director of Public Works, the Health Officer, and the Emergency Management Coordinator.

(b) All officers and employees, together with those volunteer forces enrolled to aid them during a disaster, and all groups, organizations and persons who may by agreement or operation of law be charged with duties incident to the protection of life and property during disasters shall constitute the Emergency Management Organization.

(c) In preparing and executing the Emergency Management Program, the services, equipment, supplies and facilities of the existing departments and agencies of the counties and city shall be utilized to the maximum extent practicable, and the officers and personnel of such departments and agencies are directed to cooperate with and extend such services and facilities as are required by them.

(d) In order to ensure that in the event of an emergency all facilities of emergency

APPLETON CODE

management are extended to the fullest to meet such an emergency, the following responsibilities have been assigned to specific department heads named as Directors of Emergency Management Services:

- (1) Police Chief – Director of police services;
- (2) Director of Public Works – Director of engineering;
- (3) Health Officer – Director of public health services;
- (4) Fire Chief – Director of fire and rescue;

(e) Other department heads not specifically named will fulfill emergency and non-emergency duties as assigned under the City of Appleton Emergency Operations Plan. Nothing in this section shall have construed to limit the Emergency Management Coordinator from immediately commencing organizational and planning programs as required by the City's Emergency Operations Plan adopted by the Common Council.

(Ord 113-06, §1, 9-26-06)

State law reference – Emergency government, W.S.A. §323.14 et seq.

Sec. 5-5. Emergency Management Coordinator.

There shall be an Emergency Management Coordinator designated for the City who shall have the duties and responsibilities of the City head of Emergency Management Services. (Ord 98-74, §(II)(5)), 8-8-74; Ord 113-06, §1, 9-26-06) Sec.

5-6. Deputy Emergency Management Coordinator.

(a) The Mayor may appoint a Deputy Emergency Management Coordinator.

(b) The Deputy Emergency Management Coordinator will operate under the administrative direction of the Emergency Management Coordinator. (Ord 98-74, §1(II)(6)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-7. Powers and duties of the Emergency Management Coordinator

The Emergency Management Coordinator shall:

- (1) Coordinate the City Emergency Management Organization;
- (2) Develop, promulgate and integrate into the county plan, emergency management plans for the operating services of the City;
- (3) Coordinate participation of the City in such emergency management training programs and exercises as may be required on the county or state level.
- (4) Coordinate the City emergency management training programs and exercises;
- (5) Perform such other duties relating to emergency management as may be required by the Organization for Emergency Management.
- (6) The duties of the Emergency Management Coordinator shall parallel those of the county Head of Emergency Management Services. The Emergency Management Coordinator may coordinate with the appropriate county Head of Emergency Management Services for the proper operation of the program within the appropriate county jurisdiction (Ord 98-74, §1(III), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-8. Incident management.

In order to ensure that in the event of an emergency that all responding agencies have the ability to operate in a coordinated manner, utilizing a recognized management processes,

EMERGENCY MANAGEMENT

incident management objectives, common terminology, common communication procedures and equipment designations, the City of Appleton formally recognizes and adopts the use of the Incident Command System (ICS) and the National Incident Management System (NIMS).
(Ord 113-06, §1, 9-26-06)

Sec. 5-9. Funding of emergency management program.

(a) The cost of equipment and services related directly to the implementation of the City Emergency Management Program shall be through the City budget.

(b) All monies received as revenues derived from federally subsidized programs shall revert to the City as appropriate.
(Ord 98-74, §1(V)(2), (3)), 8-8-74; Ord 113-06, §1, 9-26-06)

Sec. 5-10. Violations.

(a) It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the emergency management organization in the enforcement of an order, rule, regulation or plan issued pursuant to the authority contained in this chapter.

(b) It shall be unlawful for any person to represent himself/herself as a member of an emergency management organization unless such person is a bona fide member of the appropriate organization.
(Ord 113-6, §1, 9-26-06)

**Cigarette, Tobacco, and Electronic Vaping
Device Retail License Application**

FOR CLERKS ONLY	
Municipality	Appleton
License Period	24-25

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietor) B & S Distributing LLC			
2. Business Trade Name or DBA EVapor of Appleton			
3. FEIN		4. Wisconsin Seller's Permit Number 456-1028982288-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation			
6. State of Organization Wisconsin		7. Date of Organization 12/04/2015	8. Wisconsin DFI Registration Number B0823874
9. Premises Address (do not use PO Box) 1725 S Oneida St			
10. City Appleton		11. State WI	12. Zip Code 54915
13. County Outagamie	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <u>Appleton</u>		15. Aldermanic District
16. Mailing Address (if different from premises address) Same as premises address			
17. City		18. State	19. Zip Code
20. Premises Phone (920) 739-7783		21. Premises Email garyevapor@gmail.com	22. Website None
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. Retail store and warehouse			

Part B: Questions	
1. What products will be sold at this business location? (check all that apply) <input type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices	
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine	
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____	

Metafile:
S&L:
LU:

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Sumnicht	Shawn	Member	

Part D: Attestation

One of the following must sign and attest to this application:

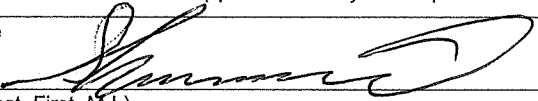
- sole proprietor
- one general partner of a partnership
- one corporate officer
- one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature 	Date 08/03/2024	
Name (Last, First, M.I.) Sumnicht, Shawn		
Title Member	Email	Phone

Part E: For Clerk Use Only

Date application was filed with clerk 8/8/24	Date license issued	Date license expires	License number
License fees 100	Signature of Clerk/Deputy Clerk		

Cigarette, Tobacco, and Electronic Vaping Device Appointment of Agent

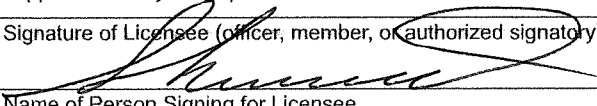
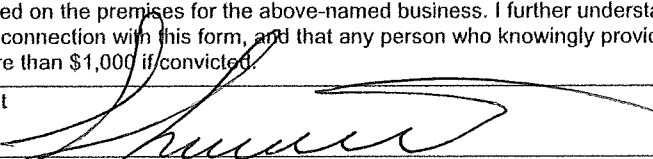
Date

Agent Type (check one): Original Change

Part A: Agent Information		
1. Last Name Sumnicht	2. First Name Shawn	3. M.I.
4. Email		5. Phone
6. Home Address 2563 N Millbrook Rd		
7. City Appleton		8. State WI
		9. Zip Code 54914
10. Date of Birth	11. Drivers License/State ID Number	12. Drivers License/State ID State of Issuance

Part B: Questions
1. Have you completed Form CTV-101, <i>Cigarette, Tobacco, and Electronic Vaping Device License - Individual Questionnaire</i> ? Submit a completed Form CTV-101 with this form. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. If this is a change of agent, please describe the reason for the agent change. Attach additional sheets if necessary.

Part C: Business Information
1. Legal Business Name (individual name if sole proprietor) B & S Distributing LLC
2. Business Trade Name or DBA EVapor of Appleton
3. Entity Type (check one) <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation
4. Premises Address 1725 S Oneida St
5. City Appleton
6. State WI
7. Zip Code 54915

Part D: Attestations	
<p>READ CAREFULLY BEFORE SIGNING: I, the Licensee, authorize the above-named individual to act for the above-named corporation or limited liability company with full authority and control of the premises and of all business relative to cigarettes, tobacco products, and/or electronic vaping devices conducted therein. I certify that I am authorized by the entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>	
Signature of Licensee (officer, member, or authorized signatory) 	Date 08/03/2024
Name of Person Signing for Licensee Shawn Sumnicht	Title Member
<p>READ CAREFULLY BEFORE SIGNING: I, the Agent, hereby accept this appointment as agent for the above-named corporation or limited liability company and assume full responsibility for the conduct of all business relative to sales of cigarettes, tobacco products, and/or electronic vaping devices conducted on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this form, and that any person who knowingly provides materially false information on this form may be required to forfeit not more than \$1,000 if convicted.</p>	
Signature of Agent 	Date 08/03/2024

**Cigarette, Tobacco, and Electronic Vaping
Device Retail License Application**

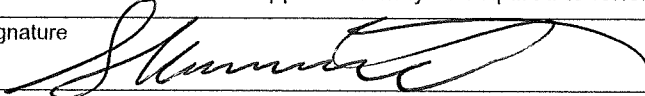
FOR CLERKS ONLY	
Municipality	Appleton
License Period	24-25

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietor) B & S Distributing LLC			
2. Business Trade Name or DBA EVapor of Appleton			
3. FEIN		4. Wisconsin Seller's Permit Number 456-1028982288-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation			
6. State of Organization Wisconsin		7. Date of Organization 12/04/2015	8. Wisconsin DFI Registration Number B0823874
9. Premises Address (do not use PO Box) 2929 N Richmond St, #3			
10. City Appleton		11. State WI	12. Zip Code 54911
13. County Outagamie	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Appleton		15. Aldermanic District
16. Mailing Address (if different from premises address) Same as premises address			
17. City		18. State	19. Zip Code
20. Premises Phone (920) 358-7113	21. Premises Email garyevapor@gmail.com		22. Website None
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. Retail store			

Part B: Questions	
1. What products will be sold at this business location? (check all that apply) <input type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices	
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine	
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____	

Metafile:
S&L:
LLC:

Part C: Individual Information			
An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.			
List the full name, title, and phone number for each person below. Attach additional sheets if necessary.			
Last Name	First Name	Title	Phone
Sumnicht	Shawn	Member	

Part D: Attestation	
One of the following must sign and attest to this application: • sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC	
READ CAREFULLY BEFORE SIGNING:	
I understand and agree to the following:	
<ul style="list-style-type: none"> • I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes. • I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner. • I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (https://witobaccocheck.org). • I will not sell single cigarettes. • I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors. • I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory. • I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands. 	
Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.	
Signature 	Date 08/03/2024
Name (Last, First, M.I.) Sumnicht, Shawn	
Title Member	Email Phone

Part E: For Clerk Use Only			
Date application was filed with clerk 8/8/24	Date license issued	Date license expires	License number
License fees 100	Signature of Clerk/Deputy Clerk		

Cigarette, Tobacco, and Electronic Vaping Device Appointment of Agent

Date

Agent Type (check one): Original Change

Part A: Agent Information

1. Last Name Sumnicht	2. First Name Shawn	3. M.I.
4. Email		5. Phone
6. Home Address 2563 N Millbrook Rd		
7. City Appleton		8. State WI
		9. Zip Code 54914
10. Date of Birth	11. Drivers License/State ID Number	12. Drivers License/State ID State of Issuance

Part B: Questions

1. Have you completed Form CTV-101, *Cigarette, Tobacco, and Electronic Vaping Device License - Individual Questionnaire*? Submit a completed Form CTV-101 with this form. Yes No

2. If this is a change of agent, please describe the reason for the agent change. Attach additional sheets if necessary.

Part C: Business Information

1. Legal Business Name (individual name if sole proprietor)
B & S Distributing LLC

2. Business Trade Name or DBA
EVapor of Appleton

3. Entity Type (check one)
 Limited Liability Company Corporation

4. Premises Address
2929 N Richmond St, #3

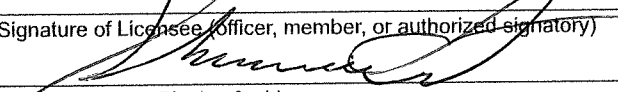
5. City
Appleton

6. State
WI

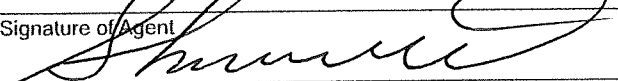
7. Zip Code
54911

Part D: Attestations

READ CAREFULLY BEFORE SIGNING: I, the **Licensee**, authorize the above-named individual to act for the above-named corporation or limited liability company with full authority and control of the premises and of all business relative to cigarettes, tobacco products, and/or electronic vaping devices conducted therein. I certify that I am authorized by the entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature of Licensee (officer, member, or authorized signatory) 	Date 08/03/2024
Name of Person Signing for Licensee Shawn Sumnicht	Title Member

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation or limited liability company and assume full responsibility for the conduct of all business relative to sales of cigarettes, tobacco products, and/or electronic vaping devices conducted on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this form, and that any person who knowingly provides materially false information on this form may be required to forfeit not more than \$1,000 if convicted.

Signature of Agent 	Date 08/03/2024
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Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	Appleton
License Period	24-25

License(s) Requested: (up to two boxes may be checked)

- | | |
|---|--|
| <input type="checkbox"/> Class "A" Beer \$ _____
<input type="checkbox"/> "Class A" Liquor \$ _____
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____ | <input checked="" type="checkbox"/> Class "B" Beer \$ <u>100</u>
<input type="checkbox"/> "Class B" Liquor \$ _____
<input checked="" type="checkbox"/> Reserve "Class B" Liquor \$ <u>10,500</u>
<div style="text-align: right; margin-top: 10px;">Deposit \$50</div> |
|---|--|

Fees	
License Fees	\$ <u>10,600</u>
Background Check Fee	\$ <u>28</u>
Publication Fee	\$ <u>60</u>
Total Fees	\$ <u>10,688</u>

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietorship) <u>GTONE MANAGEMENT GROUP LLC</u>			
2. Business Trade Name or DBA <u>PICKLEBALL KINGDOM APPLETON</u>			
3. FEIN		4. Wisconsin Seller's Permit Number <u>456-1031784563-04</u>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <u>ILLINOIS</u>		7. Date of Organization <u>07/15/2024</u>	8. Wisconsin DFI Registration Number
9. Premises Address <u>2411 S. KENSINGTON DR</u>			
10. City <u>APPLETON</u>		11. State <u>WI</u>	12. Zip Code <u>54915-4188</u>
13. County <u>Outagamie</u>		14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <u>APPLETON</u>	15. Aldermanic District
16. Premises Phone		17. Premises Email	18. Website
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <u>APPROX: 31000 SQ FT, FRONT PATIO & the ENTIRE building</u>			
20. Mailing Address (if different from premises address) <u>2515 BELLFLOWER LN</u>			
21. City <u>SUN PRAIRIE</u>		22. State <u>WI</u>	23. Zip Code <u>53590</u>

Part B: Questions			
1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated	Location	Trial Date	
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date	
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol .. Yes No beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? .. Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? .. Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity _____ 4b. Business Entity FEIN _____

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
KATTPALLI	ABHILASH REDDY	Partner	
SIRIPURAPU	RAMACHANDRA BHUSHAN KUMAR	Partner	
NOOTEPALLI	MARSA REDDY	Partner	
SINGIREDDY	CHANDRANANTH REDDY	Partner	

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name KATTPALLI		First Name ABHILASH REDDY		M.I.
Title MANAGER / MEMBER		Email	Phone	
Signature <i>K. Abhilash Reddy</i>			Date 07/27/2024	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 7/30/24	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk			Date Provisional License Issued (if applicable)



City of Appleton Alcohol License Questionnaire

1. Name of Applicant: ABHILASH REDDY KATTPALLI

2. Name of Business: PICKLEBALL KINGDOM APPLETON

(Check Applicable Box(s) to identify primary business activity)

Restaurant

Tavern/Night Club/Wine Bar

Microbrewery/Brewpub

Painting/Craft Studio

Other (describe) Recreational sports center (Pickleball)

3. Address of Business: 2411 South Kensington Drive, Appleton, WI

4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes _____ No ✓

AND/OR been convicted of a felony? Yes _____ No ✓

If yes to either question, please explain in detail below:

5. List all partners, shareholders or investors of your business. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

<u>ABHILASH REDDY</u>		<u>KATTPALLI</u>	
First name	M.I.	Last name	
<u>RAMA CHANDRA BUSHAN KUMAR</u>		<u>STRIPURAPU</u>	
First name	M.I.	Last name	Date of Birth
<u>NARSA REDDY</u>		<u>NOUTIPALLI</u>	
First name	M.I.	Last name	Date of Birth
<u>CHANDRAKANTH REDDY</u>		<u>SENGIREDDY</u>	
First name	M.I.	Last name	Date of Birth

6. Name of person/corporation you are buying the premise and equipment from?

Name: KENSINGTON PROPERTIES LLC

First name

Middle Initial

Last name

c/o commercial Horizons LLC

Address: 1175 Lombardi Avenue #400 GREENBAY WI 54304

City

State

ZIP

7. What was the previous name and primary nature of the business operating at this location?

Name: Best buy & recreational sports facility for pickleball Kingdom
(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

8. Was this premise licensed for alcohol sales/consumption during the past license year?

Yes _____ If yes, please contact the Community and Economic Development Department at 832-6468 about obtaining a copy of an existing Special Use Permit and related requirements that may run with property.

No If no, please contact the Community and Economic Development Department at 832-6468 about obtaining a Special Use Permit. A Special Use Permit may be required for your business activity prior to the issuance of a Liquor License, pursuant to the City of Appleton Zoning Ordinance.

9. If alcohol sales were a previous use in this building, when did the operation cease?
_____ months ago.

10. Seating capacity: Inside _____ Outside _____

11. Operating hours (Inside the building): 5 AM - 1 AM
Operating hours (Outdoor seating areas): 5 AM - 1 AM

12. Employees/Staff
Number of floor personnel 2 Number of door checkers 1

13. In general, state the size and operational details of the proposed establishment:

- a. Gross floor building area of the premises to be licensed: 31000 square feet.
- b. Gross outdoor seating areas of the premises to be licensed: 1000 square feet.
- c. Below, identify the operational details of the proposed establishment:

Pickleball facility, corporate events, birthday parties
NFL Games highlights

K. Abhilash Reddy
Signature

07/30/2024
Date

Alcohol Beverage Appointment of Agent

Date
07/30/2024

Agent Type <i>(check one)</i>	
<input checked="" type="checkbox"/> Original (no fee)	<input type="checkbox"/> Successor (\$10 fee for municipal licensees only)

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) STONE MANAGEMENT GROUP LLC	
2. Business Trade Name or DBA PICKLEBALL KINGDOM APPLETON	
3. Entity Type <i>(check one)</i> <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	
4. Alcohol Beverage Business Authorization <i>(check one)</i> <input checked="" type="checkbox"/> Municipal Retail License <input type="checkbox"/> State Permit	5. If successor agent, provide State Permit or Municipal Retail License Number
6. Describe the reason for appointing a successor agent, if successor is checked above.	

Part B: Agent Information			
1. Last Name KATTPALLI	2. First Name ABHILASH REDDY	3. M.I.	
4. Email		5. Phone	
6. Home Address 2515 Bellflower Ln			
7. City Sun Prairie	8. State WI	9. Zip Code 53590	10. Age
11. Drivers License/State ID Number		12. Drivers License/State ID State of Issuance	

Part C: Agent Questions	
1. Have you satisfied the responsible beverage server training requirement? Submit proof of completion.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you completed Form AB-100, <i>Alcohol Beverage Individual Questionnaire</i> ? Submit a completed Form AB-100 with this form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you been a Wisconsin resident for at least 90 continuous days? See instructions for exceptions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name KATTPALLI		First Name ABHILASH REDDY	M.I.
Title Partner	Email		Phone
Signature K. Abhilash Reddy		Date 07/30/2024	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name KATTPALLI		First Name ABHILASH REDDY	M.I.
Signature K. Abhilash Reddy		Date 07/30/2024	

Alcohol License Premises Amendment Request Form

CASH OR CHECK ONLY!



Please allow 4 weeks for application processing

FEES ARE NON-REFUNDABLE

License Fee - \$10.00/event
(CLCAGP)

Date Rec'd 8/15/24

Total \$ 10

Receipt #: 7277-3

SECTION 1 - ESTABLISHMENT INFORMATION

Name of Establishment <u>Hank & Karen's Pub & Grill</u>	Establishment Phone Number <u>920-731-1265</u>
Address of Establishment <u>1937 E. JOHN ST., APPLETON WI 54915</u>	
Agent Name <u>Hank Grishaber</u>	Agent Phone Number (Required)

SECTION 2 - PREMISES AMENDMENT - A drawing/diagram of the proposed area must be submitted with this application

Is this Premises Amendment Permanent? YES NO

Please describe the change in premises: _____

If temporary, please specify the reason for the amendment: Annual Car Show

If temporary, please list the date(s) and time(s) that this premises amendment will be utilized: Sunday, Sept. 29th, 2024 FROM: 10AM TO 6PM

SECTION 3 - PENALTY NOTICE

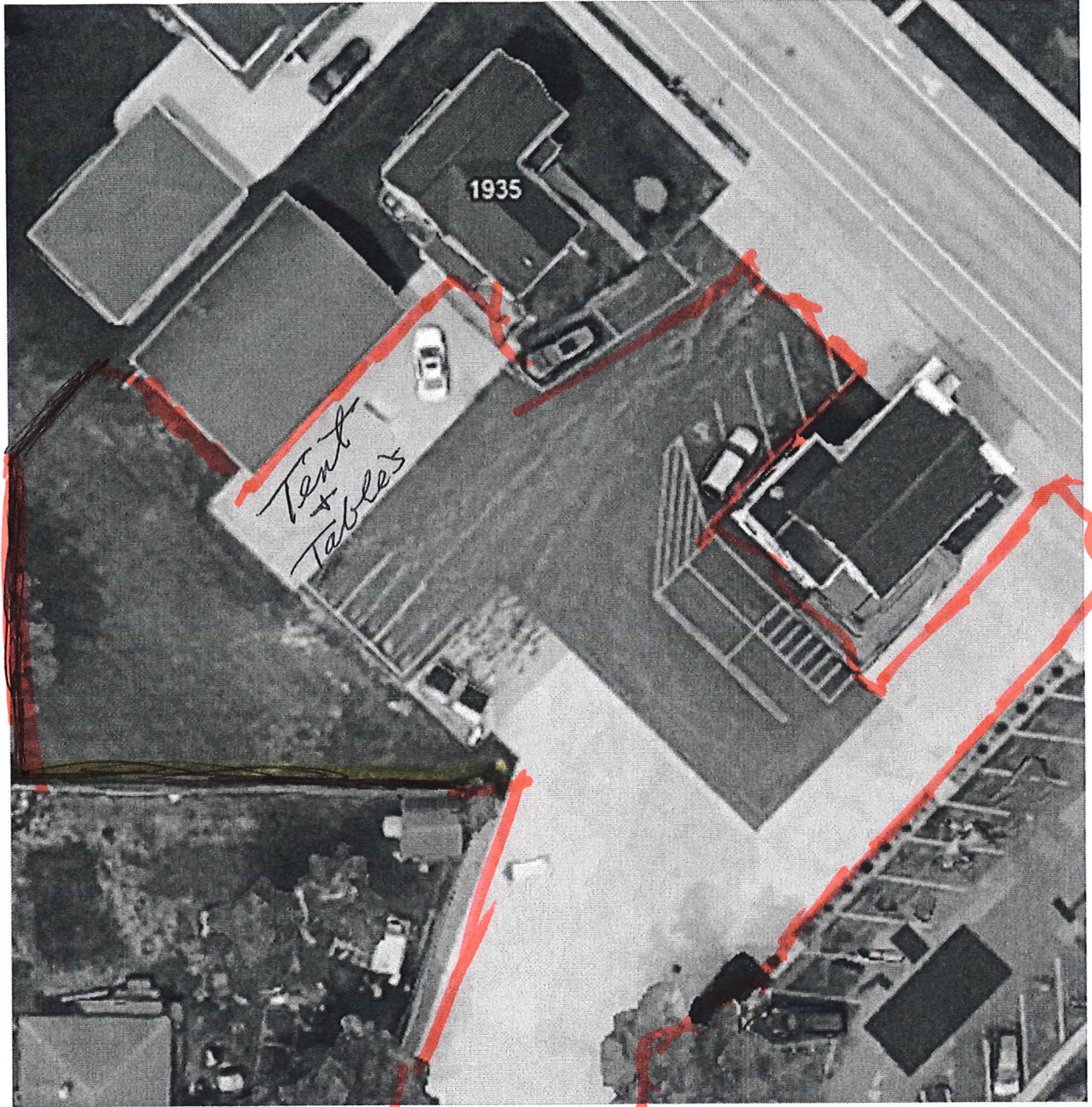
I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: Henry J. Grishaber Date: 8/13/2024

FOR OFFICE USE ONLY

Department	Approve	Deny	Staff Member	Reason
Police				
Fire				
Health				
Community Development				
Inspections				
Finance				
Public Works				
Safety and Licensing Date:	Recommendation:		Common Council Date:	Recommendation:
Date sent for Review	Date Approved	Date Issued	Expiration Date	License Number
____/____/____	____/____/____	____/____/____	____/____/____	



Tent + Tables

1935



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

APPLICATION for the Operation of a PET STORE/KENNEL

FEES ARE NON-REFUNDABLE		Date Rec'd <u>8/19/24</u>
See SECTION 5 for Fee Schedule		
License Fee - Initial	\$ _____	Acct. 11030.4309
License Fee - Renewal	\$ <u>75.00</u>	Acct. 11030.4309
Investigation Fee	+ \$ 7.00	Acct. 100.2359
Total Amount Paid	\$ <u>82.00</u>	Receipt <u>7287-1</u>
License period July 1 to June 30		

SECTION 1 – BUSINESS LOCATION – Answer all questions completely. Please PRINT clearly			
NOTE: The location of a Kennel or Pet Store is subject to applicable zoning and other regulations.			
Business Name <u>Petco #1656</u>			
Business Street Address <u>3829 E Calumet Street</u>	City <u>Appleton</u>	State <u>WI</u>	Zip <u>54915</u>
Business Telephone Number <u>920-997-1543</u>			
SECTION 2 – APPLICANT INFORMATION			
Name <u>Samantha Garcia</u>			
Home Street Address <u>654 Richland Hills Drive, Suite .</u>	City <u>San Antonio</u>	State <u>TX</u>	Zip <u>78245</u>
Date of Birth	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Telephone Number
SECTION 3 – SERVICES TO BE PROVIDED			
Please check the type(s) of services your establishment will offer: <input checked="" type="checkbox"/> Live animals <input checked="" type="checkbox"/> Pet Food			
<input checked="" type="checkbox"/> Pet Accessories	<input checked="" type="checkbox"/> Fish	<input type="checkbox"/> Other	
SECTION 4 – PENALTY NOTICE			
Having knowledge of all governmental laws, rules or regulations governing the keeping or protection of animals, I hereby certify that the information provided in this application is true and correct to the best of my knowledge and belief.			
Signature of Applicant: <u>Samantha Garcia</u>			
SECTION 5 – FEE SCHEDULE			
Pet Store License	Initial Fee - \$90.00	Renewal Fee – \$75.00	
Kennel License	10 or less animals - \$55.00	25 or less animals - \$130.00	
	50 or less animals - \$255.00	More than 50 animals - \$5.00 per animal with a minimum of \$280.00	
FOR OFFICE USE ONLY			
Dept.	Approve	Deny	By
Police			
Fire			
City Sealer			
Inspection			
Community Development			
S&L	Council	Date Issued	Exp. Date
			License Number

11-01-09 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799

7295-1

Form CTV-100

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

FOR CLERKS ONLY	
Municipality	Appleton
License Period	24-25

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietor) Top Dogz Vape Shop LLC		
2. Business Trade Name/DBA N/A		
3. FEIN	4. Wisconsin Seller's Permit Number 456-4110 1031626267-04	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation		
6. State of Organization Wisconsin	7. Date of Organization 2-29-2024	8. Wisconsin DFI Registration Number T107525
9. Premises Address (do not use PO Box) 1347 W Wisconsin Ave		
10. City Appleton	11. State WI	12. Zip Code 54914
13. County Outagamie	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Appleton	15. Aldermanic District
16. Mailing Address (if different from premises address)		
17. City	18. State	19. Zip Code
20. Premises Phone 920-740-5065	21. Premises Email jenny@topdogzvapeshop.com	22. Website www.Topdogzvapeshop.com
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. 448 sq feet of retail space w/ 200 sq feet of office space/Backroom		

Part B: Questions

1. What products will be sold at this business location? (check all that apply) <input type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____

Metafile:
S & L:
CC:

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Peters	Jennifer	owner	
Williams	Jason	owner	

Part D: Attestation

One of the following must sign and attest to this application:

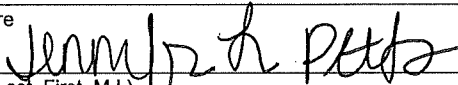
- sole proprietor
- one general partner of a partnership
- one corporate officer
- one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature 		Date 8/8/2024
Name (Last, First, M.I.) Jennifer L Peters		
Title owner	Email	Phone

Part E: For Clerk Use Only

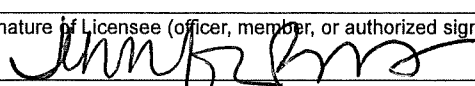
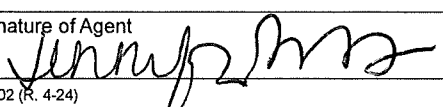
Date application was filed with clerk 8/20/24	Date license issued	Date license expires	License number
License fees 100	Signature of Clerk/Deputy Clerk		

Agent Type (check one): Original Change

Part A: Agent Information		
1. Last Name Peters	2. First Name Jennifer	3. M.I.
4. Email		5. Phone
6. Home Address 220 Frances St		
7. City Kaukauna		8. State WI
		9. Zip Code 54130
10. Date of Birth	11. Drivers License/State ID Number	12. Drivers License/State ID State of Issuance

Part B: Questions
1. Have you completed Form CTV-101, <i>Cigarette, Tobacco, and Electronic Vaping Device License - Individual Questionnaire</i> ? Submit a completed Form CTV-101 with this form. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. If this is a change of agent, please describe the reason for the agent change. Attach additional sheets if necessary.

Part C: Business Information		
1. Legal Business Name (individual name if sole proprietor) Top Dogz Vape Shop LLC		
2. Business Trade Name or DBA N/A		
3. Entity Type (check one) <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation		
4. Premises Address 1347 W WISCONSIN AVE		
5. City Appleton	6. State WI	7. Zip Code 54914

Part D: Attestations	
READ CAREFULLY BEFORE SIGNING: I, the Licensee, authorize the above-named individual to act for the above-named corporation or limited liability company with full authority and control of the premises and of all business relative to cigarettes, tobacco products, and/or electronic vaping devices conducted therein. I certify that I am authorized by the entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.	
Signature of Licensee (officer, member, or authorized signatory) 	Date 8/20/2024
Name of Person Signing for Licensee Jennifer Peters	Title
READ CAREFULLY BEFORE SIGNING: I, the Agent, hereby accept this appointment as agent for the above-named corporation or limited liability company and assume full responsibility for the conduct of all business relative to sales of cigarettes, tobacco products, and/or electronic vaping devices conducted on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this form, and that any person who knowingly provides materially false information on this form may be required to forfeit not more than \$1,000 if convicted.	
Signature of Agent 	Date 8/20/2024



CITY OF APPLETON

MEMORANDUM

Date: July 24, 2024
To: Plan Commission
From: Don Harp, Principal Planner
Subject: Comprehensive Plan Future Land Use Map Amendment #1-24, Planned Development District #4-00 (PD/C-2 #4-00) Amendment and Rezoning# 6-24

GENERAL INFORMATION

Owner: Thrivent Financial for Lutherans and North Meadows Investments

Applicant: Emily Cialdini, Vice President of Development, Land by Label, LLC

Address/Parcel Numbers: 4321 North Ballard Road and 3920 North Meade Street and being more particularly described as: Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, 31-1-6522-01, 31-6-5303-00 and 31-1-9107-00

Petitioner's Request: Please see enclosed exhibits depicting the property with current and proposed future land use designations. Proposed land use designations facilitate Thrivent's proposed new office building and master plan. All components of the master plan are consistent with City of Appleton Comprehensive Plan. The Planned Development Major Amendment facilitates rezoning required to permit Thrivent's proposed new office building and the master plan. The proposed master plan offers a full range of new housing choices, with an employment center, recreation, dining and neighborhood shopping and services. More than a third of the site will be restored and preserved as public parks, open space, waterways and a system of trails that will connect seamlessly with the larger community. The rezoning request will facilitate the Thrivent master plan redevelopment to permit single-family development. The AG and PD/C-2 #4-00 to R-2 is consistent with adjacent zoning districts.

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

The applicant requested an amendment to the Comprehensive Plan Future Land Use Map, City of Appleton Comprehensive Plan 2010-2030 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B. These proposed amendments will accommodate the implementation of the proposed land use designations and Thrivent's new office building per their concept master plan, Exhibit: D.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

The applicant requested an amendment to the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. They additionally requested to replace the current

Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284 with a new Implementation Plan Document (development regulations) to implement proposed land use designations and Thrivent's new office building per concept master plan, Exhibit: D.

Request #3: Rezoning #6-24 (zoning map amendment):

The applicant requested an amendment to the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. This will accommodate the applicant's request to develop land under the current R-2 Two-family District zoning regulations, Exhibit: C.

Plan Commission Public Hearing/Meeting Date: July 24, 2024

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

BACKGROUND

1973 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01 and 31-1-6522-01, Annexed to the City

1975 – Corporate office constructed

1990 – Parcel Number 31-1-6462-00, Annexed to the City

1994 – Corporate office expanded with a four-story addition

1994 – Parcel Number 31-6-5303-00, Annexed to the City and Zoned R-1A (Ord. #137-94)

1994 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, and 31-1-6522-01, Rezoned to AG, R-2, C-2 and PD/C-2 per (Ord. #61-94)

2000 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, and part of 31-6-5303-00, where rezoned from PD/C-2 #61-94 to PD/C-2 #4-00, including approval of the development regulations pursuant to Implementation Plan Document No. 1376284 recorded in the Outagamie County Register of Deeds Office

2004 – Parcel Number 31-1-9107-00, Annexed to the City

2004 – Parcel Number 31-1-9107-00, Rezoned from Temporary R-2 to R-2 (Rezoning #2-04)

2023 – Thrivent conducted a public engagement survey, open house and workshop related to the long-term development of its 600-acre campus.

2024 – CSM #9-24 and #10-24, associated with this request, are under current administrative review by City staff to reflect the proposed Planned Development and Rezonings PD/C-2 #4-00 and Rezoning #6-24.

STAFF ANALYSIS

Procedural Findings: When requests are made to amend the *Comprehensive Plan 2010-2030* Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts for the same development project, the respective staff reports are consolidated together as one.

Overview of the Proposed Thrivent Concept Master Plan, Exhibit: D: The proposed concept master plan encourages a mixed-use development consisting of office and retail buildings adjacent to Interstate HWY 41 (HWY 41), offering employment opportunities and prime visibility. Moving along Ballard Road from HWY 41 northward to Milestone Drive, the land is proposed for commercial buildings, creating a shopping and business corridor.

Centrally located within the property, is a blend of proposed single-family, multi-family apartment and townhome buildings and mixed-use buildings, with 1st floor commercial spaces and residential units above, encouraging employment, shopping, housing and entertainment opportunities. This land use group surrounds the existing Thrivent corporate office which will be repurposed. Transitioning to the north and west, the proposed concept master plan features single-family residential homes on ±5,500 and ±11,000 square foot lots. The larger proposed single-family lots are located adjacent to existing single-family lots with similar lot sizes that border the Thrivent property to north, west and east.

Throughout the proposed development, open spaces, parks, trails, and pathways are interspersed, promoting outdoor activities and connectivity for the residents, employees, and visitors alike.

Note: The concept master plan is for illustrative purposes only, the proposed layout of land uses, roads and pathways contemplated is subject to change. The concept master plan was utilized to develop the draft zoning regulations, per Exhibit: E Implementation Plan Document For Planned Development (PD#4-00).

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

General Information: The *Comprehensive Plan 2010-2030* and Future Land Use Map are intended to guide City growth and development in an organized, efficient manner. The comprehensive plan addresses a range of topics related to land use, housing and neighborhoods, economic development, transportation, utilities and community facilities, and more. Per Smart Growth law, municipal land use decisions, including amendments to the Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts must be evaluated for consistency with relevant goals, objectives, and policies of the City's *Comprehensive Plan 2010-2030*.

Applicant's Request: The applicant's request is to amend the current Future Land Use Map to implement the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D:

- **From:** Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,
- **To:** Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

Findings: It is staff's opinion that the proposed Future Land Use Map Amendment request implements the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D. It is also consistent with several goals, objectives, and policies from the City's *Comprehensive Plan 2010-2030*: (see below)

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 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

5.1 OBJECTIVE: Continue efforts to ensure an adequate supply of housing affordable to all income levels in the community.

5.3 OBJECTIVE: 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.

- *College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. This proposed single-family development will help to meet the demand for housing in Appleton as specified in the market study.*

7.1 OBJECTIVE: Provide a pattern of development that minimizes impacts to municipal services and utilities.

10.3 OBJECTIVE: Support future changes to zoning and other regulatory tools which are necessary to achieve the type of urban form and development reflective of smart growth principles, including support for “complete” neighborhoods (neighborhoods where residents can meet the majority of their daily needs on foot and by bicycle) throughout the City and in growth areas.

18.1 OBJECTIVE: Continue to work with land developers and municipalities to acquire new park land through dedication or other means, as new development occurs.

18.3 OBJECTIVE: Develop the City's park system as an interconnected network of sites linked by greenways and trails.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

General Information: Planned Development Overlay Districts allow an owner/applicant to propose uses, development regulations, and land use exceptions for a specific redevelopment or development site. Overlay districts provide customized zoning regulations in addition to adopting “base” or underlying zoning district regulations based upon a concept master plan by preparing and recording an Implementation Plan Document.

Current Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±374.04 Acres

Proposed Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±381.49 Acres

Applicant's Request:

1. The applicant's request is to amend the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C, and
2. Replace the current Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284, with a new Implementation Plan Document (development regulations). This will accommodate the implementation of the proposed land use designations and Thrivent's new office building per the concept master plan Exhibit: D.

Summary of land use regulations listed in the proposed draft Implementation Plan Document per Exhibit: E for PD Overlay District #4-00 (PD/C-2 #4-00) are:

- A. Pages 2 - 4, Section A. Specifies desired principal permitted uses consistent with current principal and special uses listed in the current "base" C-2 District.
- B. Pages 2 - 3, Section A. Specifies desired principal permitted use exceptions to allow single-family, two-family, zero lot line two-family, and multi-family dwellings within the PD Overlay District #4-00 (PD/C-2 #4-00) to promote the mixed-use development concept master plan layout. *Findings: This request was reviewed in accordance with standards for granting use exceptions under Section 23-151(h)(1)-(3) of the Municipal Code: 1. The desired residential uses support the purpose of PD Overlay District #4-00. 2. The desired residential uses are not detrimental on the surrounding existing residential and commercial neighborhoods. 3. The desired residential uses are listed in the draft Implementation Plan Document.*
- C. Page 4, Sections B. 1. Retain the original maximum building height exception of 105 feet listed in Implementation Plan Document No. 1376284.
- D. Pages 4 - 5, Sections B. 1. - 5. Specifies building height and setbacks, lot width and area, and lot coverage regulations meeting the current "base" C-2 District regulations, except the minimum 10 feet front yard setback is reduced to zero (0) for mixed use buildings to encourage walkability. In addition, it specifies yard setbacks for residential dwellings to accommodate the proposed traditional residential neighborhood land use area.
- E. Page 5, Section B. 6. Specifies minimum off-street parking space requirements consistent with current mixed-use development regulation listed in Chapter 23, Zoning (reduced parking spaces by 50%, if desired) rather than a traditional commercial development parking regulation.
- F. Page 5, Section B. 7. Allows current Thrivent monument signs to remain in their current location and size.
- G. All other applicable Municipal Code regulations including but not limited to outdoor lighting, signage, and site plan approval, apply to the land area within the PD Overlay District #4-00.

Findings of Fact:

This request was reviewed in accordance with the standards for granting amendments to a PD Overlay District, Development Plan (in this case a concept master plan) and Implementation Plan Document under Section 23-151(o) of the Municipal Code: It appears the criteria established has been satisfied. Related excerpts are listed below.

- 1) In what respects the proposed plan is or is not consistent with the stated purpose, requirements and standards of the PD regulations.

Findings: No inconsistencies found. The land use patterns shown on the proposed concept master plan encourages a mixed-use development consisting of proposed green space, parks, trails, single-family, multi-family, commercial, mixed-use buildings, offices and park/trails.

- 2) The extent to which the proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property and the reasons why such departures are or are not deemed to be in the public interest.

Findings: The zoning ordinance exceptions listed in the draft Implementation Plan Document are consistent with previous approved exceptions. The proposed zoning ordinance exceptions implement the proposed land use designations and Thrivent's new office building per concept master plan Exhibit: D. These departures do not appear to cause undue adverse impact on the public or character of the existing neighborhood or other matters affecting the public health, safety, or general welfare.

- 3) The extent of public benefit of the PD in terms of meeting planning objectives and enhancing the tax base and economic development. Any specific beneficial actions, plans, or programs agreed to in the PD proposal which are clearly beyond the minimum requirements of this chapter shall be specifically listed as evidence of justified exceptions.

Findings: PD Overlay District #4-00 will continue to enhance the City's tax base and promote the goals and objectives of the Appleton Comprehensive Plan 2010-2030, as stated in this report. In addition, the proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development.

- 4) The physical design of the proposed plan and the manner in which said design makes adequate provision for public services, provides adequate control over vehicular traffic, provides for common open space and furthers the amenities of light, air, recreation and visual enjoyment.

Findings: The proposed land use patterns and street network patterns depicted on the concept master plan will further be evaluated by staff with these factors in mind as the proposed development progresses into the civil engineering design review stage.

- 5) The relationship and compatibility of the proposed plan to the adjacent properties and neighborhood.

Findings: The proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development. This appears to be compatible with the existing adjacent commercial properties and residential neighborhoods.

Request #3: Rezoning #6-24 (zoning map amendment):

Applicant's Request: The applicant's request is to amend the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. These amendments accommodate the implementation of the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D.

Standards for Zoning Map Amendments: This request was reviewed in accordance with the standards for granting a Zoning Map Amendment under Section 23-65(d)(3) of the Municipal Code: It appears 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. *Findings: If Future Land Use Map Amendment #1-24 is approved, to identify the land for future one- and two-family residential designation and mixed-use, the rezoning requests will be in conformance with the Comprehensive Plan 2010-2030.*
 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. *Findings: College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. The rezoning requests will help to meet the demand for housing in Appleton as specified in the market study.*
 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. *Findings: The subject area can be served by existing infrastructure and public services. Detailed impacts on the transportation and pedestrian network adjacent to the proposed development will be assessed and mitigation provided for during the Traffic Impact Analysis and Subdivision Plat review phase.*
 2. The effect of the proposed rezoning on surrounding uses. *Findings: The subject site is nearby existing single-family residential uses on North Meade Street, East Apple Creek Road, North Gardenwood Lane, and East Wyndmere Drive. Commercial offices and health care uses exist along North Ballard Road to the east of the subject site. The proposed R-2 Two-family District allows the land to develop with uses compatible with adjacent uses.*

Technical Review Group (TRG) and Plat Review Team (PRT) Report: Staff, across multiple departments, have provided written comments to Thrivent and the Land By Label Team relevant to the concept master plan materials. Staff will continue to work with the Thrivent and Land By Label Team to review and provide recommendations on existing and proposed infrastructure impacts with regard to traffic/transportation, street design/improvements, water resources/stormwater, wetlands, water and wastewater utilities, and other applicable considerations as the development project progresses into the subdivision plat review phase.

STAFF RECOMMENDATION

Request #1: Based upon the above analysis, staff recommends City of Appleton *Comprehensive Plan 2010-2030* Future Land Use Map Amendment #1-24 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B and the attached resolution, **BE APPROVED**;

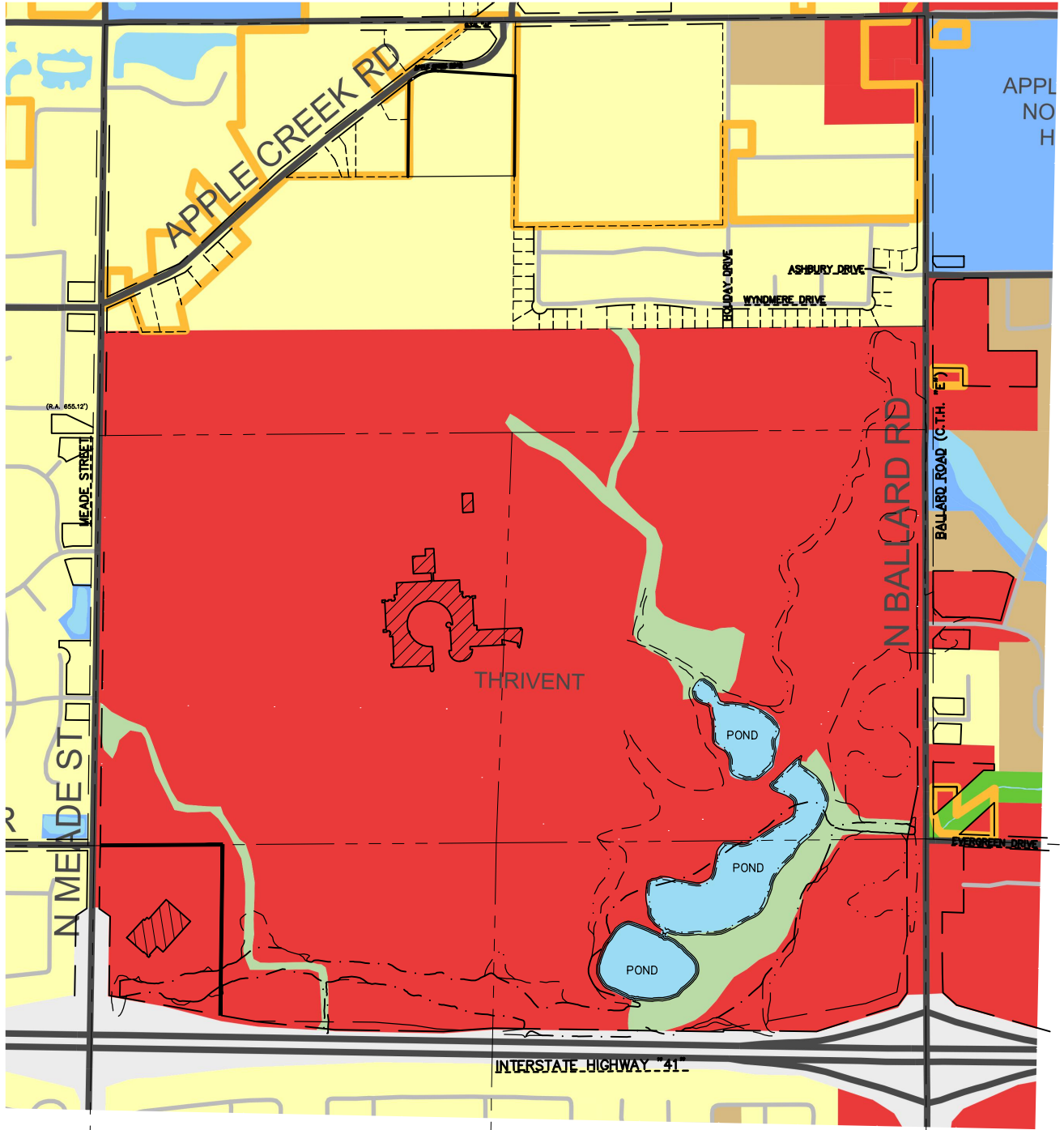
Request #2: Based upon the above analysis and standards for amendments to PD Overlay Districts as required by Section 23-151(o) of the Zoning Ordinance, staff recommends that the Planned Development Overlay District #4-00 zoning district line be amended from R-2 Two-family District and R-1A Single-family District to Planned Development Overlay General Commercial District (PD/C-2 #4-00) for the subject properties, including to the centerline of the respective adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described in the Implementation Plan Document attached, **BE APPROVED** subject to the following:












1. The attached Implementation Plan Document must be notarized and signed by the property owner and then be submitted to the Community Development Department for City signatures. The Implementation Plan Document must be recorded in the Outagamie County Register of Deeds' Office by the property owner per Section 23-151(m)(2)f. and g. of the Municipal Code; and

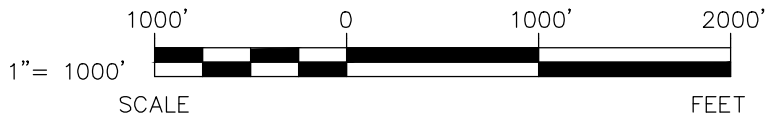
Request #3: Based upon the above analysis and the standards for zoning map amendments as required by Section 23-65(d)(3) of the Zoning Ordinance, staff recommends Rezoning #6-24 to rezone the subject properties from R-1A Single-Family, AG Agricultural and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described on the application form, **BE APPROVED**.

NOTE: If approved, the PD Overlay District Amendment #4-00 and Rezoning #6-24 will be reported out at the same Common Council meeting as the proposed Comprehensive Plan Amendment #1-24. This will be done simultaneously to coincide with the change in future land use from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B.

EXISTING FUTURE LAND USE EXHIBIT: A



- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |

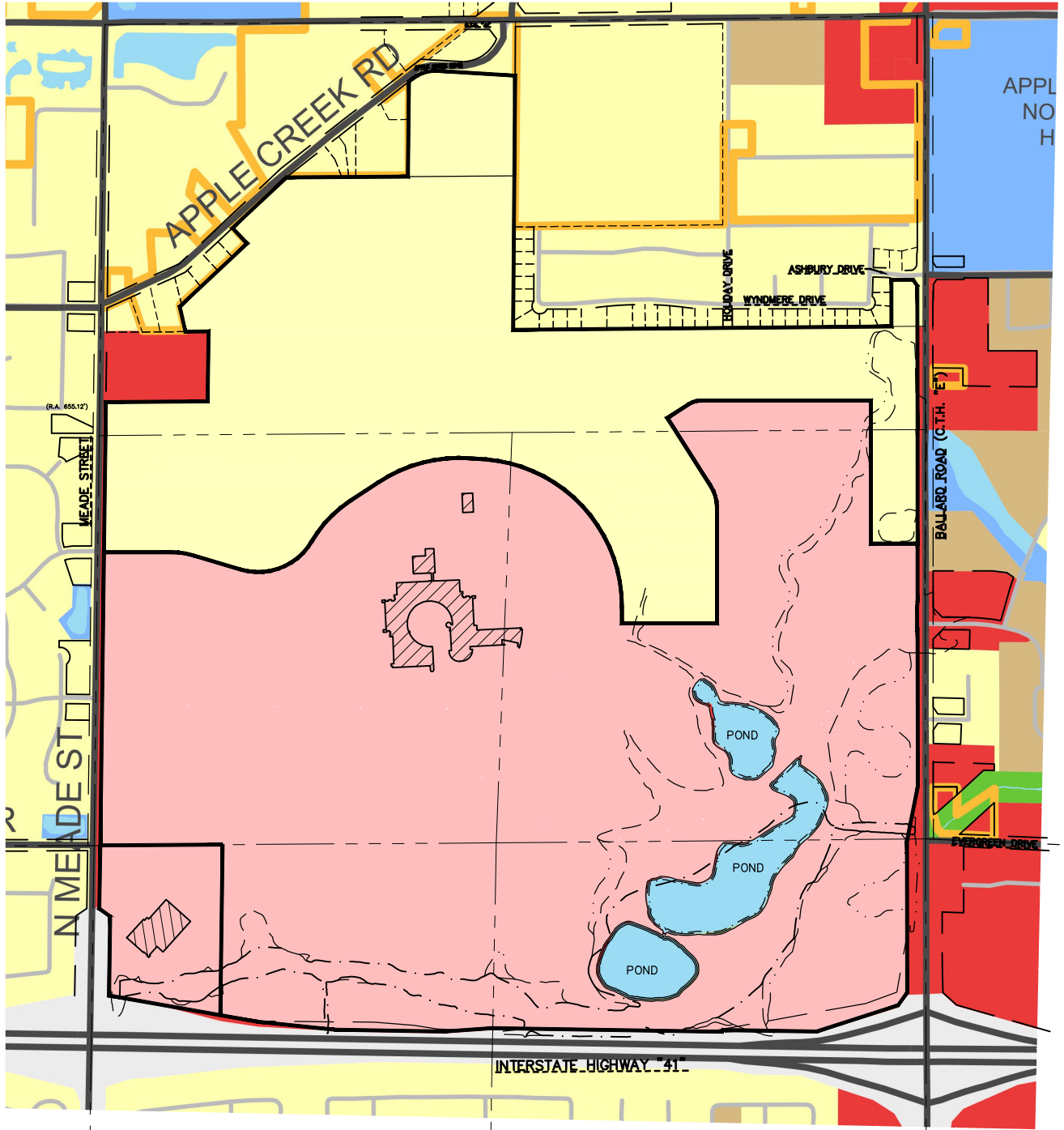













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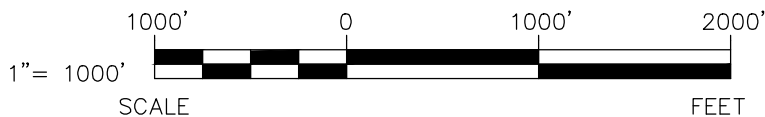
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Phone: (920) 926-9800
www.EXCELENGINEER.com

JOB NO. 240061800

PROPOSED FUTURE LAND USE EXHIBIT: B



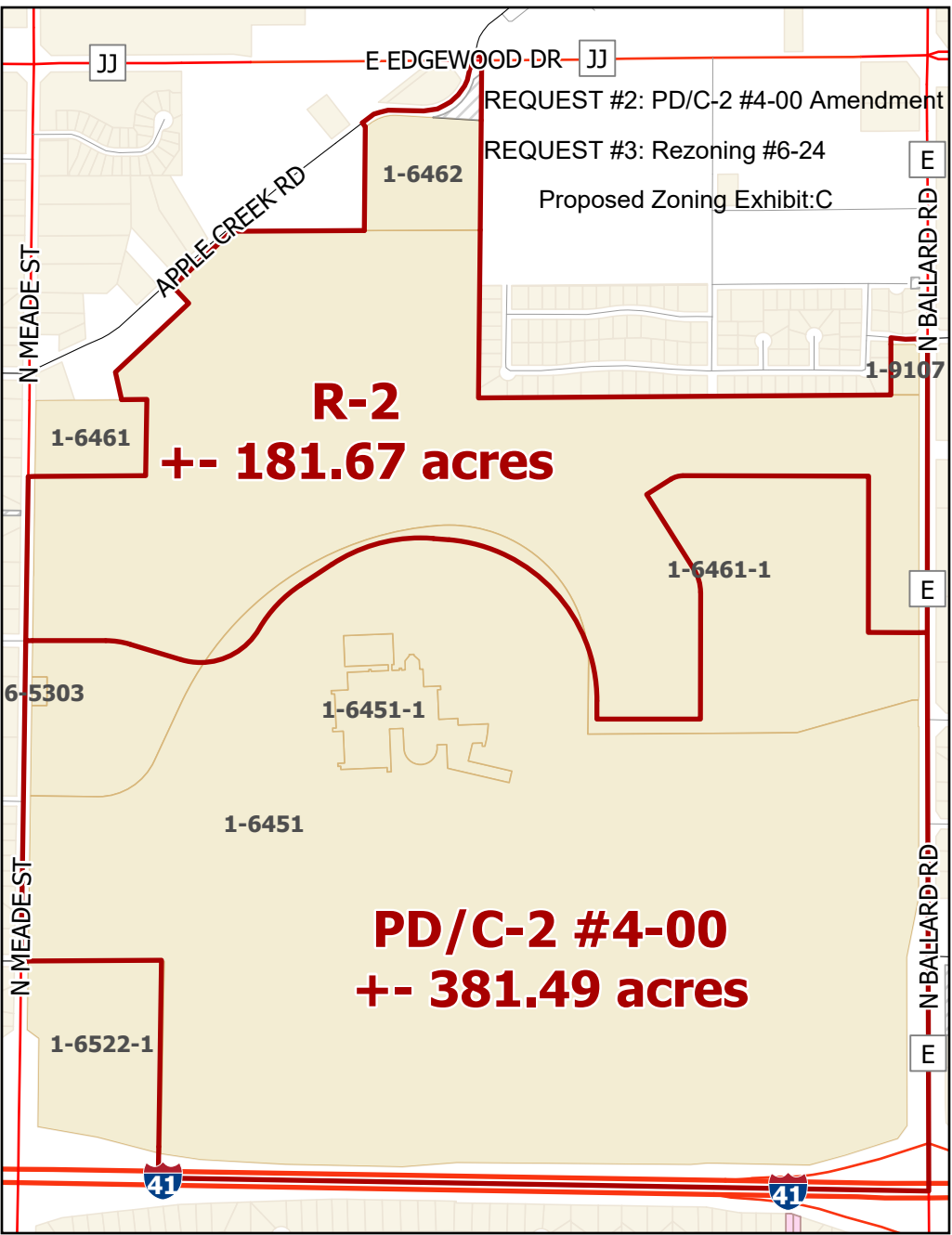
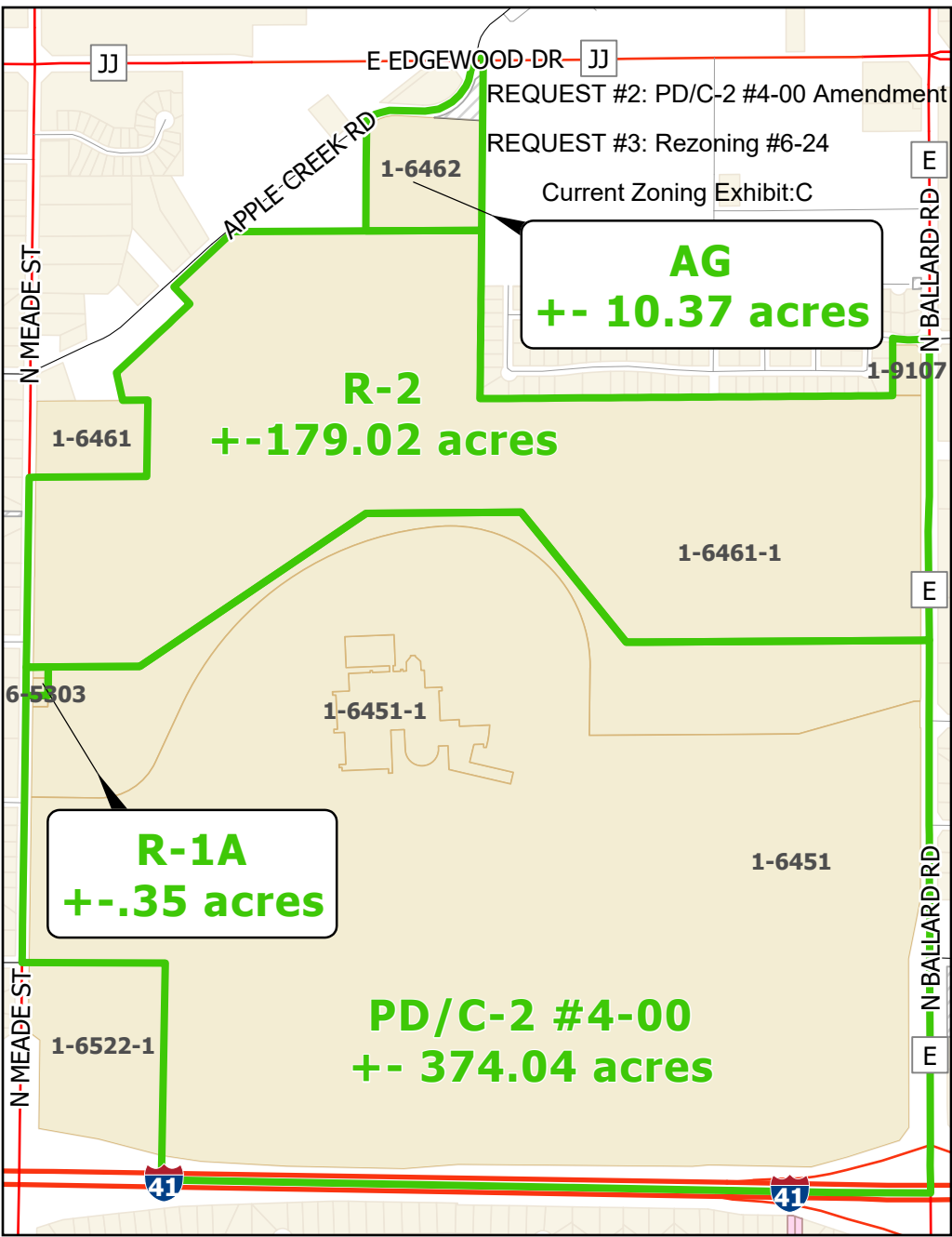
- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |





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Thrivent Property

Zoning Classification Changes

Legend

- Current Zoning
- Proposed Zoning
- Tax Parcel

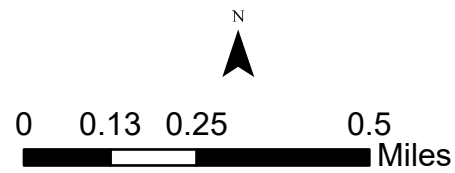
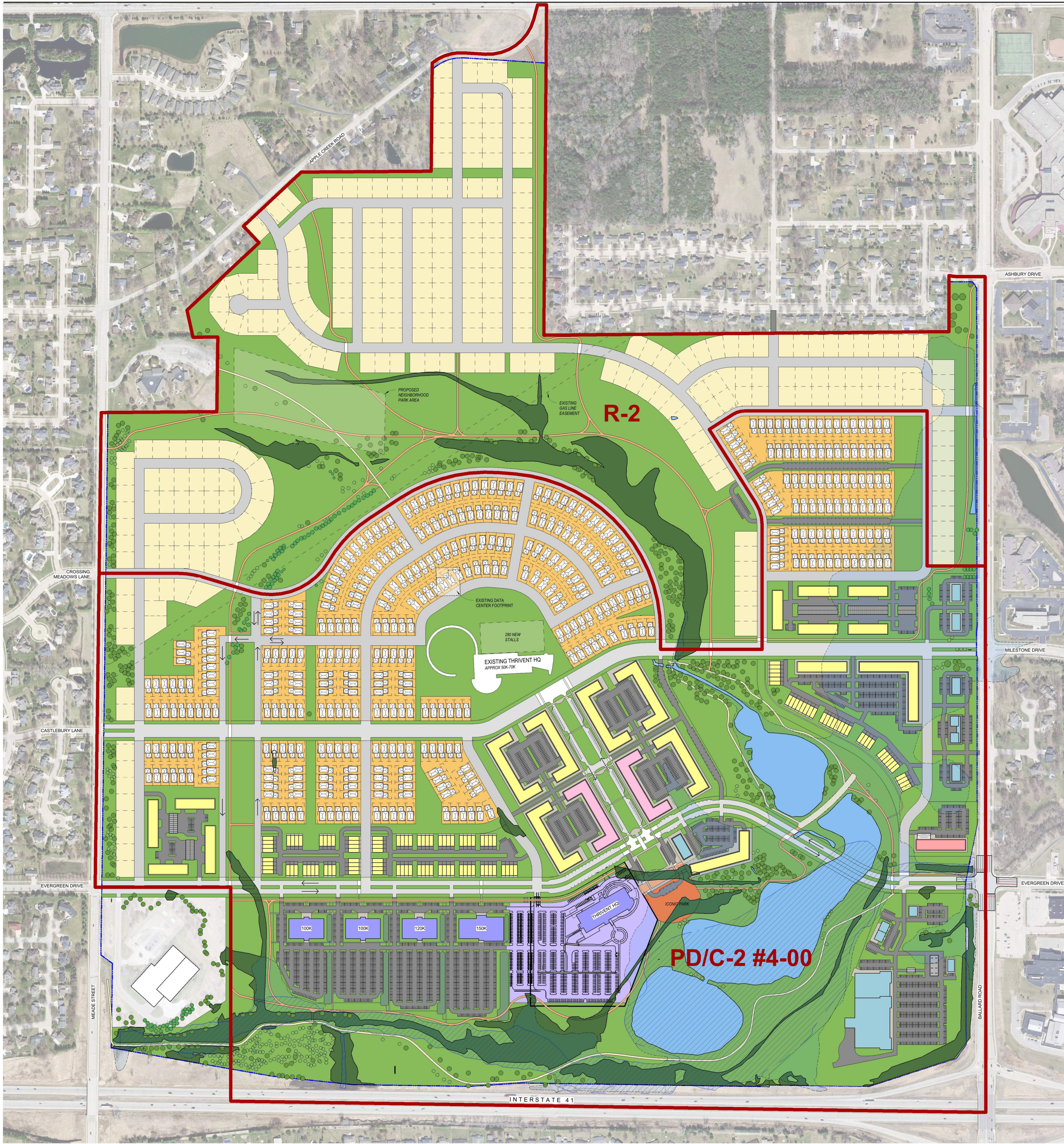


EXHIBIT: D

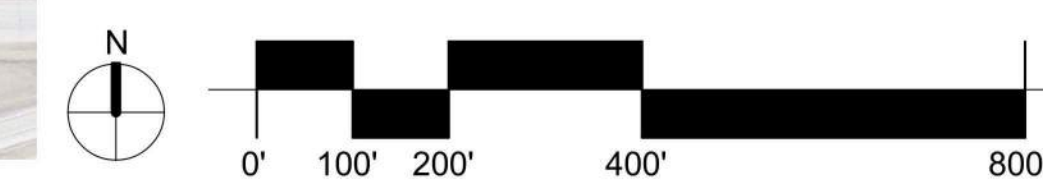
Proposed Thrivent Concept Master Plan



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT - APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_05	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	

(2 LEVELS EACH)

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	

10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	118,400 R ²	473,600 R ²	

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
C_03	164,000 R ²	232,400 R ²	153,200 SF	

C_01
FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02
15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03
6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES

1 SITE - BASE
1" = 300'-0"



EXHIBIT: D
Proposed Thrivent Concept Master Plan

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

**RESOLUTION
CITY OF APPLETON**

**ADOPTION OF THE RECOMMENDED AMENDMENT TO THE COMPREHENSIVE
PLAN AS PREPARED BY THE CITY OF APPLETON PLAN COMMISSION**

WHEREAS, the Common Council of the City of Appleton pursuant to Section 62.23 of the Wisconsin Statutes, has established a City Plan Commission; and

WHEREAS, on March 3, 2010, the Common Council adopted the City of Appleton Comprehensive Plan to promote public health, safety and welfare of the City by effectively guiding long-range growth and development within the City and its statutory extraterritorial planning jurisdiction; and

WHEREAS, Chapter 12: Implementation, Comprehensive Plan Update Procedures, of the Comprehensive Plan was created in the City of Appleton Code of Ordinances to provide procedures and criteria for amending and updating the City of Appleton Comprehensive Plan; and

WHEREAS, members of the public were invited to make comments at a meeting held on July 24, 2024, by the City Plan Commission, wherein the following Comprehensive Plan amendment (Amendment #1-24) herein adopted was reviewed and commented upon by members of the public; and

WHEREAS, the City of Appleton Plan Commission has reviewed the recommended amendment to the Comprehensive Plan Future Land Use Map at a meeting held on July 24, 2024, and

WHEREAS, the City of Appleton Plan Commission reviewed the following Comprehensive Plan Amendments, found these amendments to meet the criteria outlined in Chapter 12: Implementation, Comprehensive Plan Update Procedures, warranting inclusion in this resolution

1. Having been filed with the City Clerk by the City of Appleton Community Development Department requesting a Comprehensive Plan Future Land Use Map Amendment #1-24 to change future land use designations:

From: Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,

To: Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

WHEREAS, members of the public, adjacent and nearby local governmental units will be given a 30-day review and comment period prior to the public hearing, which will be conducted by the Common Council for the Comprehensive Plan proposed amendment; and

WHEREAS, after said public hearing, the Common Council will decide whether to adopt by ordinance the proposed amendments to the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan may be used as the basis for, among other things, updating the zoning ordinance, accomplishing extraterritorial zoning and as a guide for approving or disapproving actions affecting growth and development within the jurisdiction of the City of Appleton; and

WHEREAS, this Comprehensive Plan may from time to time be amended, extended, or added to in greater detail; and

NOW, THEREFORE, BE IT RESOLVED, by the City of Appleton Plan Commission that the recommended Comprehensive Plan amendments are hereby adopted as a part of the City of Appleton Comprehensive Plan 2010-2030 pursuant to §66.1001(4), Wis. Stats. and that the Plan Commission recommends said Comprehensive Plan amendments to the City of Appleton Common Council for adoption by ordinance, after a 30-day public review and comment period and public hearing.

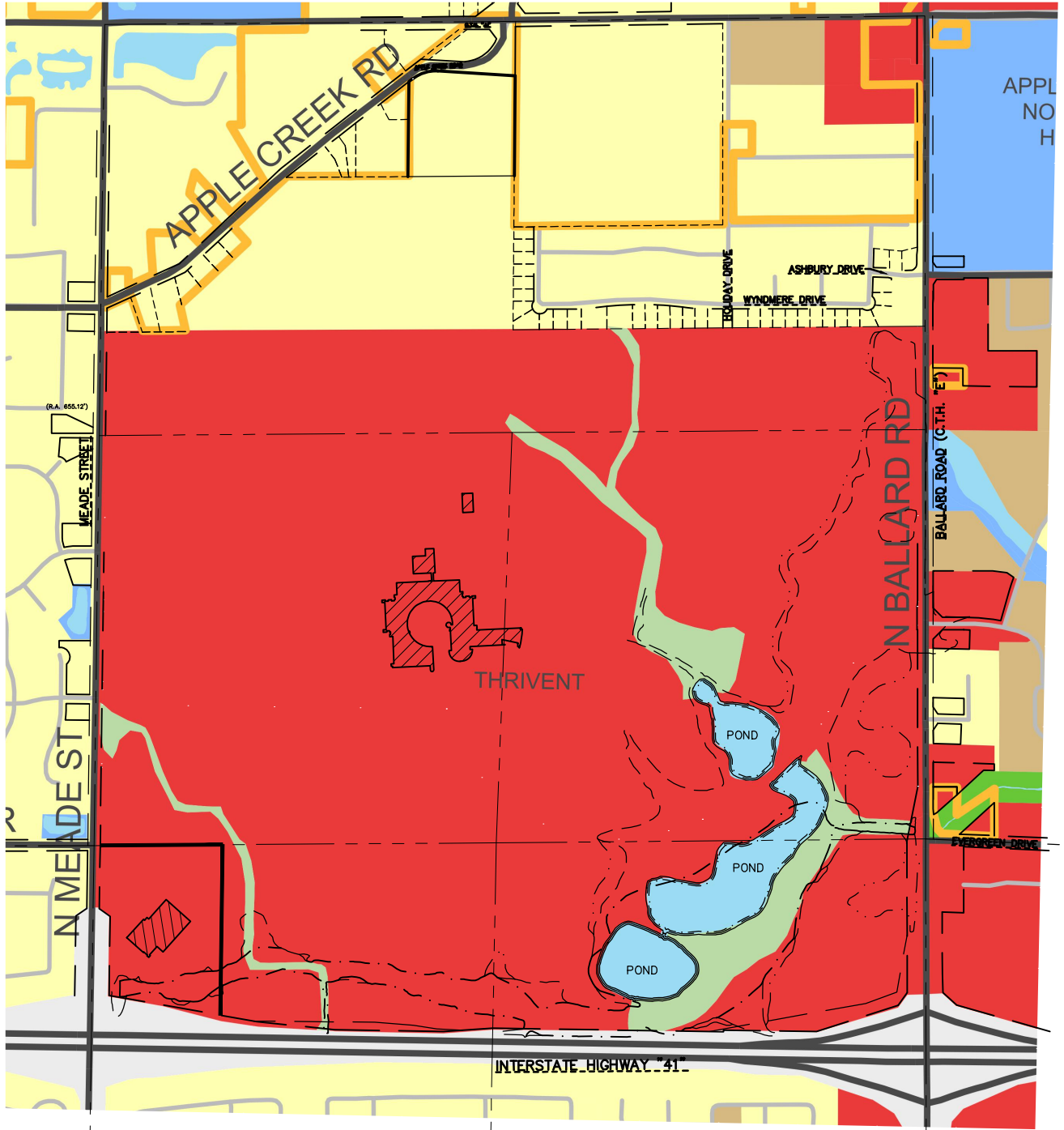
Adopted this _____ day of _____, 2024.












Jacob A. Woodford, Mayor

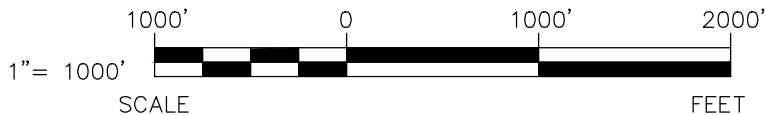
ATTEST:

Kami Lynch, City Clerk

EXISTING FUTURE LAND USE EXHIBIT: A



- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |



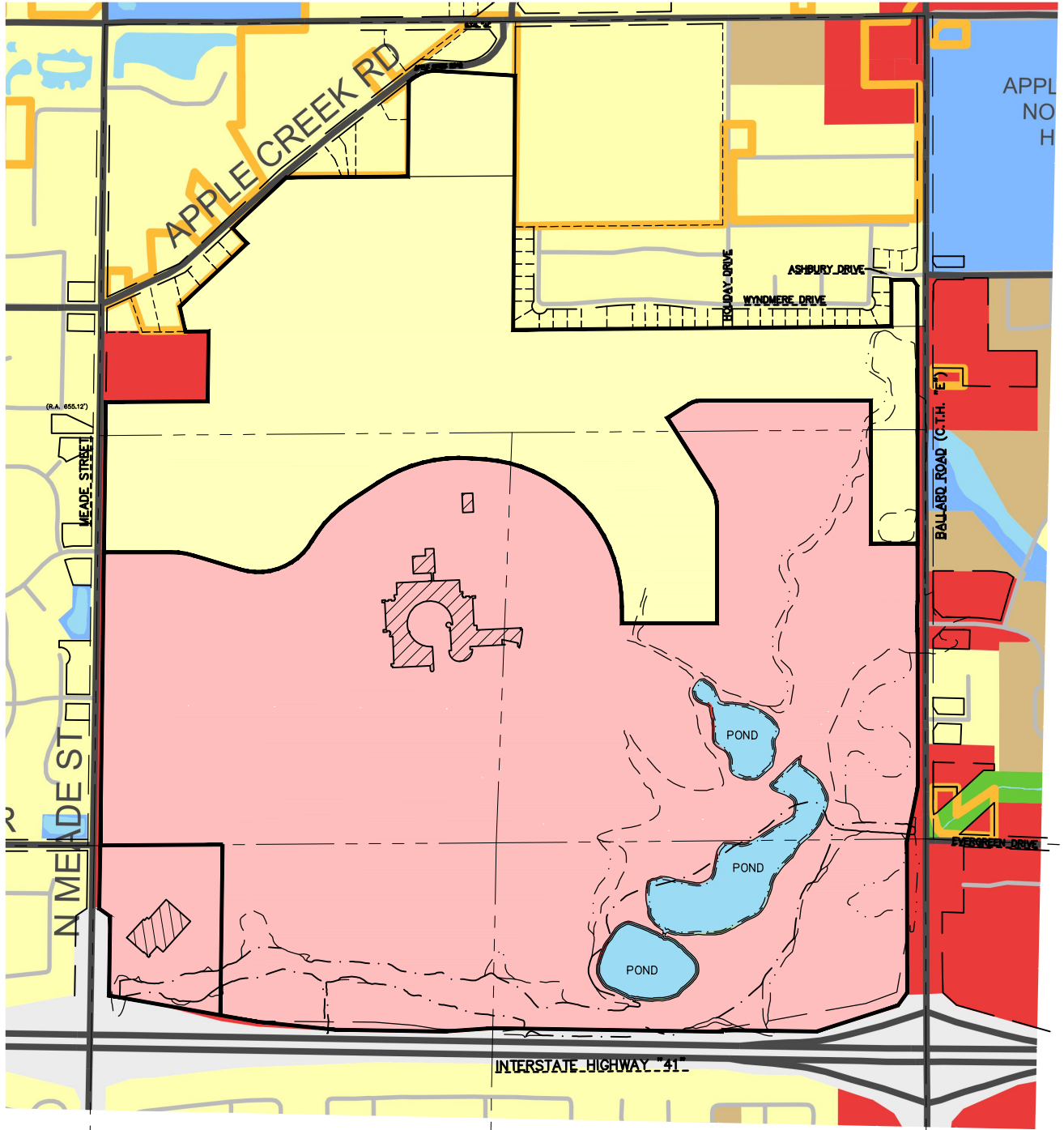













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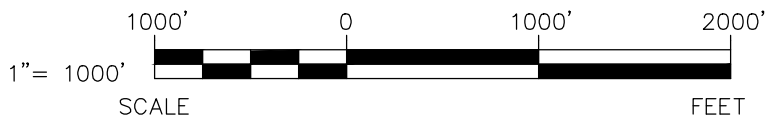
100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com

JOB NO. 240061800

PROPOSED FUTURE LAND USE EXHIBIT: B



- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |





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Always a Better Plan **JOB NO. 240061800**

IMPLEMENTATION PLAN DOCUMENT FOR PLANNED DEVELOPMENT (PD #4-00)

PLANNED DEVELOPMENT DESIGNATION

WHEREAS, the Aid Association for Lutherans (AAL) Planned Development Designation for PD Rezoning #4-00 (PD #4-00) went into effect on the date when the Implementation Plan Document for PD #4-00 was recorded in the Outagamie County Register of Deeds Office, Wisconsin, on August 11, 2000, as Document No. 1376284.

WHEREAS, Aid Association for Lutherans, a Wisconsin corporation, changed its name to Thrivent Financial for Lutherans, a Wisconsin corporation, effective May 21, 2002 (the "Owner/Developer").

WHEREAS, certain changes to the Implementation Plan Document No 1376284 are permitted in accordance with the requirements of Section 23-151(p) of the Appleton Zoning Ordinance.

WHEREAS, an official map amendment is permitted in accordance with Section 23-65(d)(2) of the Appleton Zoning Ordinance.

WHEREAS, the property Owner/Developer desires to repeal Implementation Plan Document No. 1376284 in accordance with Section 23-151(p)(1) of the Appleton Zoning Ordinance and replace it with this IPD, which recreates the provisions and district boundary lines, as further described below for the real estate described on the attached Exhibit A ("the Property") . After recording of this Implementation Plan Document, all references to PD #4-00 will mean and refer to this Implementation Plan Document.

Record and return copy to:
City of Appleton
Community Development Department
100 N. Appleton Street
Appleton, WI 54911

WHEREAS, Section 23-151 of the Appleton Municipal Code requires the recordation of an Implementation Plan Document in the Outagamie County Register or Deeds; and

WHEREAS, the parties hereto wish to notify all interested parties of the existence of said Implementation Plan Document;

NOW, THEREFORE, in consideration of the foregoing recitals, the Owner/Developer and the City hereby notify all interested parties as follows:

1. **Existence of Implementation Plan for PD #4-00.** The parties hereto have entered into mutually agreeable Development and Implementation Plan Document for the Property. This designation establishes the land uses which shall be permitted on the Property, development standards, and a general development plan, that must be complied with by the Owner/Developer and all subsequent property owners or agents of the property owners.
2. **Location of Implementation Plan.** This Implementation Plan Document for PD #4-00 approved by Appleton Common Council action on _____, 20____ and executed by the parties on the date of filing with the Outagamie County Register of Deeds' office and is also on file with the Appleton Community Development Department, 100 North Appleton Street, Appleton, WI and is subject to review and reproduction by all interested parties upon request.
3. **Subsequent Purchasers.** A Planned Development (PD) is a zoning overlay district under the City of Appleton Zoning Ordinance. The Implementation Plan Document exists for Planned Developments (PDs) under this zoning category and are covenants that run with the land. Accordingly, all future purchasers of Property zoned PD should become familiarized with the individual requirements attached to that specific Property.
4. **Amendments to Implementation Plans.** Pursuant to Section 23-151 of the Appleton Municipal Code, major changes in a PD require approval by the City Council and subsequent recording of the amendment. The Community Development Director may approve Minor Amendments.
5. **Development Guidelines and Conditions.** PD #4-00 shall comply with the following development standards:

A. **LAND USES**

1. **Principal Permitted Uses.**

Residential Uses

- Assisted living or retirement homes
- Nursing or convalescent homes
- Dwelling, single-family

- Dwelling, two-family
- Dwelling, zero lot line for two-family
- Dwelling, multi-family, for three (3) or more units per apartment building or townhouses

Public and Semi-Public Uses

- Clubs
- Day care, group
- Education institutions; business, technical or vocational school
- Educational institutions; college or university
- Governmental facilities
- Hospitals
- Marina or boat landings
- Museums
- Places of worship
- Public parks or playground
- Recreation facilities; non-profit
- Registered historic places open to the public and having retail space occupying not more than 10% of the gross floor area of the building

Non-Residential Uses

- Automobile maintenance shops
- Commercial entertainment; excluding sexually-oriented establishments
- Drive through facilities pursuant to Section 23-49
- Greenhouses or greenhouse nurseries
- Hotel or motels
- Manufacturing, custom pursuant to Section 23-66(h)(16)
- Multi-tenant building
- Offices
- Painting/Craft studio without alcohol sales
- Parking lots
- Parking garages
- Personal services
- Printing
- Professional services
- Data center
- Restaurants (without alcohol)
- Restaurants, fast food
- Retail businesses
- Shopping centers
- Towing businesses pursuant to Section 23-66(h)(15)
- Urban farms pursuant to Section 23-66(h)(17)
- Veterinarian clinics
- Bar or taverns pursuant to Section 23-66(h)(6)
- Car washes

- Craft-Distillery pursuant to Section 23-66(h)(19)
- Gasoline sales pursuant to Section 23-66(h)(8)
- Microbrewery/Brewpub pursuant to Section 23-66(h)(19)
- Outdoor commercial entertainment pursuant to Section 23-66(h)(11)
- Painting/Craft studio with alcohol sales pursuant to Section 23-66(h)(6)
- Restaurants with alcohol pursuant to Section 23-66(h)(6)
- Tasting rooms pursuant to Sections 23-66(h)19 and/or 21
- Winery pursuant to Section 23-66(h)21

2. **Accessory uses, buildings and structures, Fences and walls, Refuse container and dumpster enclosures, Drive through facilities** are permitted within PD #4-00 in connection with the permitted uses, pursuant to Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.
3. **Temporary uses and structures** are permitted within PD #4-00 pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

B. DEVELOPMENT STANDARDS

1.
 - a. **Maximum building height** shall not exceed 35 feet for single-family detached dwelling, two-family dwellings and zero lot line two-family dwellings.
 - b. **Maximum building height** shall not exceed 60 feet for multi-family dwellings.
 - c. **Maximum building height** for all other uses shall not exceed 105 feet as was previously permitted.
2.
 - a. **Minimum individual lot width** shall be 40 feet for single-family detached dwellings.
 - b. **Minimum individual lot width** shall be 30 feet for zero lot line dwellings and two-family dwellings shall.
 - c. **Minimum individual lot width** shall be 60 feet for all other uses.
3.
 - a. **Minimum individual lot area** shall be 4,000 square feet for single-family detached dwellings, zero lot line dwellings and two-family dwellings.
 - b. **Minimum individual lot area** shall be 14,000 square feet for all other uses.

4. **Minimum front, rear, and side lot line setbacks** shall be:
- a. Front lot line setback:
 - i. For mixed-use buildings: 0 feet
 - ii. For all other uses: 10 feet
 - iii. For single-family detached dwellings adjacent to an alley: 4 feet.
 - b. Rear lot line setback:
 - i. For single-family detached dwellings: 4 feet
 - ii. For all other uses: 20 feet
 - c. Side lot line setback:
 - i. For single-family detached dwellings, two-family dwellings and zero lot line two-family dwellings: 5 feet
 - ii. For all other uses: No side lot line setback, unless abutting a residentially zoned district, then shall be 10 feet, not including zero lot line two-family dwellings
 - iii. For zero lot line two-family dwellings with a common wall: No side lot line setback
5. a. **Maximum individual lot coverage** shall be 90% for multi-family dwellings and mixed-use buildings.
- b. **Maximum individual lot coverage** shall be 75% for all other uses.
6. **Parking, loading/unloading, bicycle and landscaping standards** shall be as specified pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended, except the minimum number of off-street parking and loading spaces shall be calculated as follows:

Exception. Calculation of Off-Street Parking and Loading Spaces: The minimum required number of off-street parking and loading spaces for specific uses listed in the off-street parking and loading section pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended are reduced by fifty percent (50%) for permitted uses in PD #4-00.

The minimum number of off-street parking and loading spaces required to serve the existing building identified on Exhibit B – Concept Master Plan attached here as "Data Center", which is roughly 18,000 square feet, and is utilized as a data center, shall be 12 stalls.

7. **Signs and Outdoor Lighting.**

- a. All signs shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended. The existing monument signage shown on Exhibit B – Zoning Boundary Depiction shall be allowed to remain at their current location and size within PD#4-00. The monument signs are allowed to be maintained including changing the sign copy/message related to uses and activities within PD#4-00.

- b. All exterior lighting fixtures, either mounted on the building or freestanding, shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended

8. **Site Plan Review Application.** Prior to obtaining a building permit within PD #4-00, minor site plan or site plan review and approval shall be required for principal, accessory buildings, structures and uses in accordance with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

9. **Application of the Municipal Code of the City of Appleton.** In conjunction with land uses and development provisions listed above, the Municipal Code of the City of Appleton as now in effect or hereafter amended applies to all land and land development on the property, unless otherwise stated in this document.

C. **INSTALLATION OF REQUIRED IMPROVEMENTS** – The installation of all required improvements, including but not limited to, driveway access, stormwater, streets, sidewalks, bike paths, water systems, sewer systems, fire protection, utilities shall be in accordance with all applicable City Appleton regulations.

D. GENERAL PROVISIONS

1. **Enforcement.** The provisions of this Implementation Plan Document for PD #4-00 shall be effective and in force unless so amended as required by pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

2. **Breach of Provisions of PD #4-00.**

If at any time any provision or requirements stated in PD #4-00 have been breached by the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof any property, the City may withhold approval of any or all platting or the issuance of any or all grading or building permits or occupancy permits applied for on the Property, until such breach has been remedied.

3. **Binding Effect.**

PD #4-00 shall run with the land and be binding upon the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof, with the exception that provisions of this designation may be modified through an amendment in accordance with the procedure stated in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments. This Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description; Exhibit B - Zoning Boundary Depiction, and Exhibit C - Concept Master Plan) shall be recorded in the Outagamie Register of Deeds Office in order to put

prospective purchasers or other interested persons on notice as to the terms contained herein. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.

4. Entire Designation

This Implementation Plan Document for PD #4-00 contains all provisions and requirements incumbent upon the Owner/Developer relative to PD #4-00, except as modified by subsequent action of the Appleton Common Council in accordance with procedures set forth in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments, and except that nothing contained herein shall be construed as waiving any requirements of the Appleton Municipal Code or other regulations otherwise applicable to the development of the Property.

5. Recording of Development Plan and Implementation Plan Document of PD #4-00

- a. This Implementation Plan Document for PD #4-00 must be signed by both the City and the Owner/Developer and must be recorded by in the Outagamie Register of Deeds' Office and a recorded copy of the Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description, Exhibit B- Zoning Boundary Depiction, and Exhibit C- Concept Master Plan) shall be provided to the Appleton Community Development Department. This constitutes approval of the Implementation Plan Document for PD #4-00. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.
- b. No permit allowing construction of a building or other development, shall take place on the Property until the required recording of the Implementation Plan Document for PD #4-00 is accomplished.

Dated this _____ day of _____, 20____.

By: _____
Owner

Title:

By: _____
Developer

Title:

STATE OF WISCONSIN)
)ss
COUNTY OF _____)

Personally came before me this _____ day of _____, 20____, the above named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

The above Implementation Plan Document for PD#4-00 was drafted by the undersigned at the request of the Property Owner/Developer.

(Insert Applicant's Name) _____
Drafter's Signature

Date

Approved as to form:

CITY OF APPLETON, a Wisconsin
Municipal Corporation

Attorney

By: _____ Appleton City
Mayor

Attest: _____
City Clerk

STATE OF WISCONSIN)
)ss
COUNTY OF OUTAGAMIE)

Personally came before me this _____ day of _____, 20____, the above-named Mayor of City of Appleton, and City Clerk of City of Appleton, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

Exhibit: A

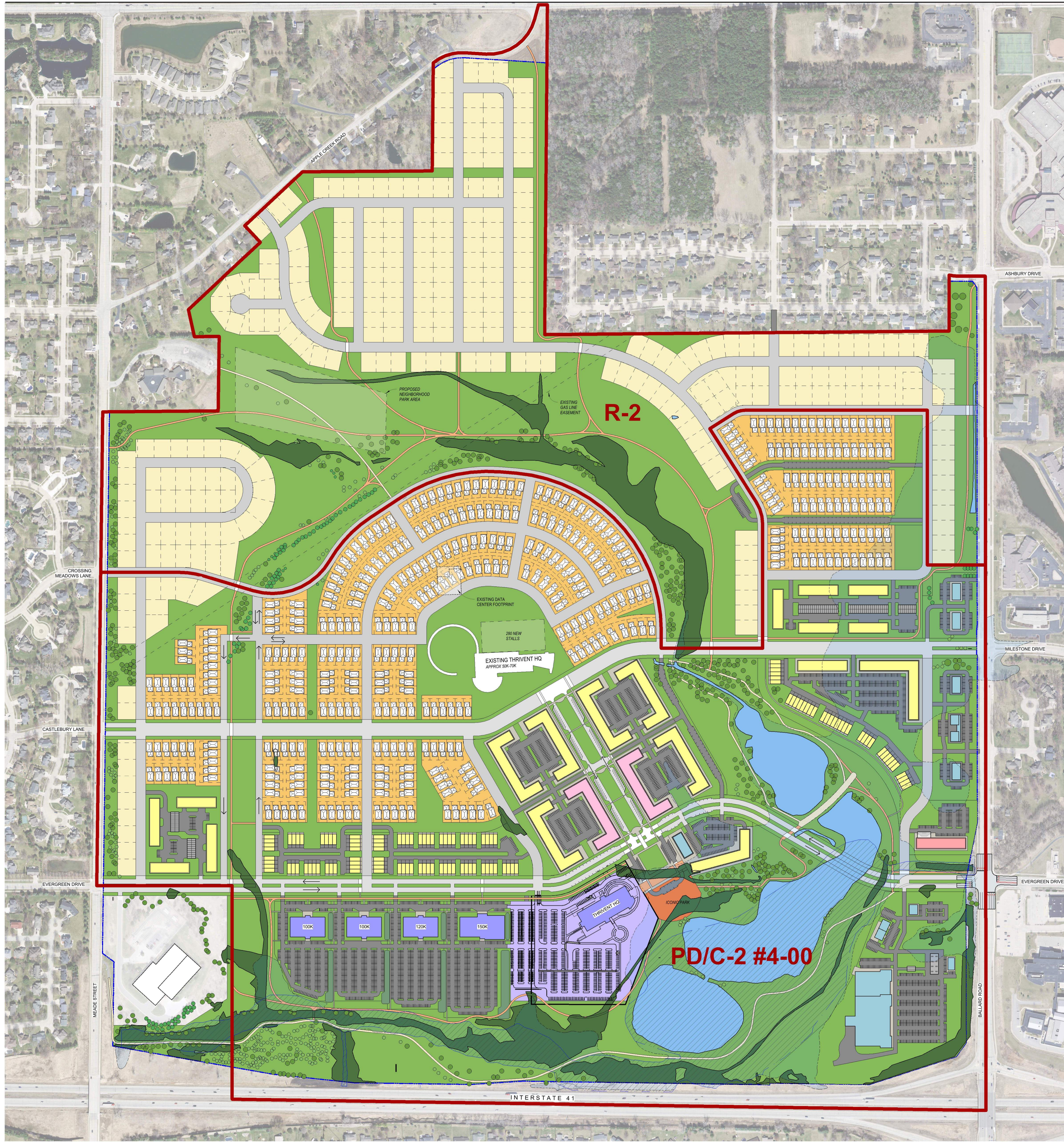
Legal Description

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 12, and part of the Northwest 1/4 and Northeast 1/4 of the Northwest 1/4 and part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 13, all being located in Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 12; thence South 00°-02'-21" East along the East line of said Southeast 1/4, a distance of 734.04 feet; thence North 90°-00'-00" West, a distance of 50.00 feet to the West right-of-way line of Ballard Road, said point being the point of beginning; thence continuing North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; thence North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence South 00°-43'-29" West along said East line, a distance of 1,885.41 feet to the South line of the Southwest 1/4 of said Section 12; thence North 89°-36'-54" East along said South line, a distance of 787.74; thence South 00°-46'-59" West, a distance of 1,095.87 feet to the Northerly right-of-way line of Interstate Highway "41"; thence South 79°-59'-24" East along said Northerly line, a distance of 238.64 feet; thence South 84°-00'-22" East along said Northerly line, a distance of 502.02 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 700.00 feet; thence North 86°-20'-30" East along said Northerly line, a distance of 317.96 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 1,484.19 feet; thence North 00°-51'-04" East along said Northerly line, a distance of 10.00 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 598.15 feet; thence North 72°-14'-50" East along said Northerly line, a distance of 549.98 feet; thence North 35°-43'-57" East along said Northerly line, a distance of 101.12 feet to the West right-of-way line of Ballard Road; thence North 00°-07'-51" West along said West line, a distance of 974.99 feet; thence North 11°-15'-34" East along said West line, a distance of 357.19 feet; thence North 00°-02'-21" West along said West line, a distance of 1,007.86 feet; thence South 89°-57'-40" West, a distance of 3.00 feet; thence North 00°-02'-21" West along said West line, a distance of 149.03 feet; thence North 05°-40'-03" East along said West line, a distance of 30.17 feet; thence North 00°-02'-21" West along said West line, a distance of 372.84 feet to the point of beginning and containing 381.485 acres (16,617,492 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

EXHIBIT: B

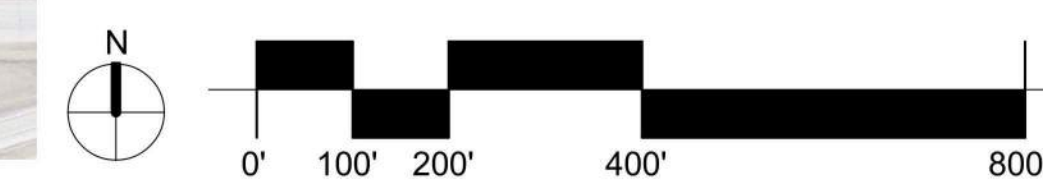
Proposed Thrivent Concept Master Plan
 and Zoning Boundary Depiction



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT -
 APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_05	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	6	Single-Family 1/4 Ac - self parked
Z_13	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	

(2 LEVELS EACH)

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	

10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
118,400 R ²		473,600 R ²	

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
164,000 R ²		232,400 R ²	153,200 SF	

C_01
FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02
15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03
6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES



EXHIBIT: C
Proposed Thrivent Concept Master Plan

1 SITE - BASE
1" = 300'-0"

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

Brenda Broeske

From: Colin Sigmund <colinsigmund@gmail.com>
Sent: Tuesday, July 16, 2024 2:29 PM
To: Don Harp
Subject: Re-adjusting plan

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Hi Don,

My name is Colin Sigmund and I am a resident of the Silverleaf Court neighborhood adjacent to the Thrivent property. I'd like to briefly discuss concerns and possible addendums to the current master plan prior to its final implementation. Speaking on behalf of our small community, we are collectively concerned that undesirable commercial businesses, a hotel, and other developments within the C2 district of the master plan would harm our property value and generally be unfavorable.

Per the results of the various surveys and exhaustive community discussions regarding the development, it appeared as though maintenance of green space/waterways/parks/natural area was by far the most desirable. Given that the fountain/ponds, walking paths, and other natural walkways exist primarily within the southeastern part of the property, wouldn't it make most sense to preserve this region without substantial development? The agricultural plots that currently exist in the C2 plot could be added to the already beautiful southeastern portion of the 600 acre property.

Alternatively, the C2 and possible hotel developments could be moved between the O_E and O_1 plots as this is already slated to be more of a commercialized/non residential portion of the overall 600 acre property. I find this to have 2 main benefits. One, it would place possible restaurants (C2) closer to office spaces (O_E, O_1, O_2, and O_3) where workers could more easily dine for lunch/dinner during or after work. This dynamic would be mutually reinforcing. Essentially, workers from O_E through O_3 would more likely patronize C2-based businesses while the leases of the office spaces would more likely be filled because there are retail amenities nearby for its employees. Two, It would provide improved advertisement for the local commercial or retail businesses (C2) due to its location relative to highway 41 w/ signage.

Thanks,
Silverleaf Court neighborhood

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Brenda Broeske

From: Don Harp
Sent: Wednesday, July 24, 2024 12:14 PM
To: Brenda Broeske
Subject: FW: Comments on Thrivent Development

Hi Brenda,

Could you please print this email for the City Plan Commission.

Thank you,
Don

From: Matt Clark <Matt.Clark@Miron-Construction.com>
Sent: Wednesday, July 24, 2024 12:11 PM
To: Don Harp <Don.Harp@Appleton.org>
Subject: Comments on Thrivent Development

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Mr Harp,

My name is Matthew Clark and my wife Kay and I live at 4701 N Gardenwood Lane. I am writing to you about a few comments and questions we have about the proposed development since we will not be able to attend the meeting tonight in person.

I would be lying if I did not first say that one of the reasons, we bought our property eight years ago was because of the country feel while still in the city limits. Our kids have enjoyed watching the farmer plant and harvest his crops the past several years. And the abundant amount of wildlife that we get to watch walk through the field and our backyard has also been a bonus. That being said, of course we would prefer this land stay as it has been but we realize it is not our property and we have to respect the planning that has gone into the proposed changes.

Our main concern with this new development is what will happen with all the rainwater. In the past few years we have witnessed many major rain events that have filled the drainage ditch behind our property for many days. And in the past few weeks we have witnessed even larger amounts of rain fall wash over the whole field and flood the ditch as well as parts of our property. By adding more paved and hard surfaces the area for rainfall to soak into the ground versus run off is greatly increased and I hope this does not lead to more flooding events in the drainage ditch.

We also have concerns about placing a trail through this drainage ditch. During the spring and early summer that ground is quite soft and soupy from all the snow melt and spring rain. To add a paved trail would again limit the amount of soil that could absorb this moisture or lead to more erosion with it moving quickly over the paved surface.

Our last concern would be that throughout all of this development the amount of dust and noise would be considered and plans developed to control them.

Thank you

Matt and Kay Clark
4701 N Gardenwood Lane

Matt Clark, LEED Green Associate
Conceptual Estimator
matt.clark@miron-construction.com

Miron Construction Co., Inc.
PH 920.969.7080 | FX 920.751.8150
1471 McMahon Drive | Neenah, WI 54956
MIRON-CONSTRUCTION.COM



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Brenda Broeske

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Thursday, August 1, 2024 4:13 PM
To: Don Harp
Subject: Re: Land use planning for Thrivent site in Appleton, Wi

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Hello Don,

Yes, please do. That would be very helpful. Thank you and thank you also for notifying me of the time of the next meeting.

Doug Timmel

On Aug 1, 2024, at 3:51 PM, Don Harp <Don.Harp@Appleton.org> wrote:

Good afternoon Douglas,

Thank you for the email. The land use requests for the Thrivent redevelopment concept master plan are schedule to be placed on the September 4, 2024, Common Council meeting agenda. We are still in the comment period, did you want me to forward your comments onto the Common Council prior their September 4th meeting?

Thank you,
Don

mage001.jpg>

Don Harp, Principal Planner
City of Appleton, Community Development Department
100 N. Appleton Street, Appleton, WI 54911
O: 920-832-6466 | don.harp@appletonwi.gov
Appleton.org

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Monday, July 29, 2024 12:47 PM
To: Eric.merriman@thrivent.com; samantha.mehrotra@thrivent.com; Emily.c@landbylabel.com; Don Harp <Don.Harp@Appleton.org>
Cc: John Weyenberg <johnw@foxcitiesshabitat.org>; Amy McGowan <AmyM@foxcitiesshabitat.org>
Subject: Land use planning for Thrivent site in Appleton, Wi

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To: Eric Merriman, Samantha Mehrotra - Thrivent Financial
Emily Cialdini, Land by Label
Don Harp - Appleton Community Development Department

Re: Thrivent Financial Mixed Use Redevelopment Proposal for Land in the city of Appleton

I have been following with interest the redevelopment proposals for the Thrivent site in Appleton. Kudos to you for involving the community, and getting input from many sources.

My father was one of the earlier employees of (then) AAL beginning in 1957, and working there as a very successful local agent for over 30 years. I, and all of my family, remain members of Thrivent today and we all live in the Fox Valley. Our local network consists of many of our friends who are from the Thrivent “family”, in some cases going back three generations.

AAL (now Thrivent) has always been a large and prominent partner of Habitat for Humanity. While it is not true as much today, at one time Thrivent contributed nearly \$10MM a year to Habitat for Humanity to provide for affordable housing nationally. Thrivent continues to encourage and support the organization, through members volunteer activities, and Thrivent Choice dollars, and direct donations. I personally have supported Habitat for Humanity for over 20 years serving on the Board of Directors to Habitat, and advisor to numerous Boards around the country. I have been involved in many “hands on” build projects in Pennsylvania, California, Florida and the Fox Valley. Although I am not serving on the local Board of Directors, I am on the Development Committee of the Fox Valley chapter of Habitat for Humanity, .

I am sure we would all agree the need for affordable housing options is acute in the Fox Valley region. Appleton and other local communities have identified this as a crucial need, and are taking some steps to address it. The Fox Valley chapter of Habitat for Humanity has begun to struggle finding affordable land for housing. With land and housing costs soaring, people are not donating lots or land like they had in the past. In the past year the Fox Valley chapter was able to construct 16 homes for deserving families, and while it is a significant accomplishment, it is a modest dent in the overall needs. Habitat for Humanity really needs is affordable and well located land - suitable for a development of Habitat homes. A parcel of land is the most cost effective and efficient way to build a neighborhood of homes for those who need it the most.

Your plans today indicate areas set aside generally designated as residential housing. I am sure anxious contractors and developers will only be too glad to snap up this valuable and well located real estate. As you develop your plans for “100’s of residential properties” it would be generous and smart for Thrivent to specifically donate a parcel of land which would be set aside for Habitat for Humanity homes. This would help local deserving and hard working families, and the good of the community for decades to come. I would

implore you to seriously consider this request. If the land would not be specifically and purposely designated by Thrivent for Habitat, it will quickly be acquired by the best possible bidders, and the needs of the lower income community will be ignored. Thank you very much for your consideration.

Douglas Timmel

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CITY OF APPLETON

MEMORANDUM

Date: July 24, 2024
To: Plan Commission
From: Don Harp, Principal Planner
Subject: Comprehensive Plan Future Land Use Map Amendment #1-24, Planned Development District #4-00 (PD/C-2 #4-00) Amendment and Rezoning# 6-24

GENERAL INFORMATION

Owner: Thrivent Financial for Lutherans and North Meadows Investments

Applicant: Emily Cialdini, Vice President of Development, Land by Label, LLC

Address/Parcel Numbers: 4321 North Ballard Road and 3920 North Meade Street and being more particularly described as: Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, 31-1-6522-01, 31-6-5303-00 and 31-1-9107-00

Petitioner's Request: Please see enclosed exhibits depicting the property with current and proposed future land use designations. Proposed land use designations facilitate Thrivent's proposed new office building and master plan. All components of the master plan are consistent with City of Appleton Comprehensive Plan. The Planned Development Major Amendment facilitates rezoning required to permit Thrivent's proposed new office building and the master plan. The proposed master plan offers a full range of new housing choices, with an employment center, recreation, dining and neighborhood shopping and services. More than a third of the site will be restored and preserved as public parks, open space, waterways and a system of trails that will connect seamlessly with the larger community. The rezoning request will facilitate the Thrivent master plan redevelopment to permit single-family development. The AG and PD/C-2 #4-00 to R-2 is consistent with adjacent zoning districts.

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

The applicant requested an amendment to the Comprehensive Plan Future Land Use Map, City of Appleton Comprehensive Plan 2010-2030 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B. These proposed amendments will accommodate the implementation of the proposed land use designations and Thrivent's new office building per their concept master plan, Exhibit: D.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

The applicant requested an amendment to the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. They additionally requested to replace the current

Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284 with a new Implementation Plan Document (development regulations) to implement proposed land use designations and Thrivent's new office building per concept master plan, Exhibit: D.

Request #3: Rezoning #6-24 (zoning map amendment):

The applicant requested an amendment to the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. This will accommodate the applicant's request to develop land under the current R-2 Two-family District zoning regulations, Exhibit: C.

Plan Commission Public Hearing/Meeting Date: July 24, 2024

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

BACKGROUND

1973 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01 and 31-1-6522-01, Annexed to the City

1975 – Corporate office constructed

1990 – Parcel Number 31-1-6462-00, Annexed to the City

1994 – Corporate office expanded with a four-story addition

1994 – Parcel Number 31-6-5303-00, Annexed to the City and Zoned R-1A (Ord. #137-94)

1994 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, and 31-1-6522-01, Rezoned to AG, R-2, C-2 and PD/C-2 per (Ord. #61-94)

2000 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, and part of 31-6-5303-00, where rezoned from PD/C-2 #61-94 to PD/C-2 #4-00, including approval of the development regulations pursuant to Implementation Plan Document No. 1376284 recorded in the Outagamie County Register of Deeds Office

2004 – Parcel Number 31-1-9107-00, Annexed to the City

2004 – Parcel Number 31-1-9107-00, Rezoned from Temporary R-2 to R-2 (Rezoning #2-04)

2023 – Thrivent conducted a public engagement survey, open house and workshop related to the long-term development of its 600-acre campus.

2024 – CSM #9-24 and #10-24, associated with this request, are under current administrative review by City staff to reflect the proposed Planned Development and Rezonings PD/C-2 #4-00 and Rezoning #6-24.

STAFF ANALYSIS

Procedural Findings: When requests are made to amend the *Comprehensive Plan 2010-2030* Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts for the same development project, the respective staff reports are consolidated together as one.

Overview of the Proposed Thrivent Concept Master Plan, Exhibit: D: The proposed concept master plan encourages a mixed-use development consisting of office and retail buildings adjacent to Interstate HWY 41 (HWY 41), offering employment opportunities and prime visibility. Moving along Ballard Road from HWY 41 northward to Milestone Drive, the land is proposed for commercial buildings, creating a shopping and business corridor.

Centrally located within the property, is a blend of proposed single-family, multi-family apartment and townhome buildings and mixed-use buildings, with 1st floor commercial spaces and residential units above, encouraging employment, shopping, housing and entertainment opportunities. This land use group surrounds the existing Thrivent corporate office which will be repurposed. Transitioning to the north and west, the proposed concept master plan features single-family residential homes on ±5,500 and ±11,000 square foot lots. The larger proposed single-family lots are located adjacent to existing single-family lots with similar lot sizes that border the Thrivent property to north, west and east.

Throughout the proposed development, open spaces, parks, trails, and pathways are interspersed, promoting outdoor activities and connectivity for the residents, employees, and visitors alike.

Note: The concept master plan is for illustrative purposes only, the proposed layout of land uses, roads and pathways contemplated is subject to change. The concept master plan was utilized to develop the draft zoning regulations, per Exhibit: E Implementation Plan Document For Planned Development (PD#4-00).

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

General Information: The *Comprehensive Plan 2010-2030* and Future Land Use Map are intended to guide City growth and development in an organized, efficient manner. The comprehensive plan addresses a range of topics related to land use, housing and neighborhoods, economic development, transportation, utilities and community facilities, and more. Per Smart Growth law, municipal land use decisions, including amendments to the Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts must be evaluated for consistency with relevant goals, objectives, and policies of the City's *Comprehensive Plan 2010-2030*.

Applicant's Request: The applicant's request is to amend the current Future Land Use Map to implement the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D:

- **From:** Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,
- **To:** Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

Findings: It is staff's opinion that the proposed Future Land Use Map Amendment request implements the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D. It is also consistent with several goals, objectives, and policies from the City's *Comprehensive Plan 2010-2030*: (see below)

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 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

5.1 OBJECTIVE: Continue efforts to ensure an adequate supply of housing affordable to all income levels in the community.

5.3 OBJECTIVE: 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.

- *College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. This proposed single-family development will help to meet the demand for housing in Appleton as specified in the market study.*

7.1 OBJECTIVE: Provide a pattern of development that minimizes impacts to municipal services and utilities.

10.3 OBJECTIVE: Support future changes to zoning and other regulatory tools which are necessary to achieve the type of urban form and development reflective of smart growth principles, including support for “complete” neighborhoods (neighborhoods where residents can meet the majority of their daily needs on foot and by bicycle) throughout the City and in growth areas.

18.1 OBJECTIVE: Continue to work with land developers and municipalities to acquire new park land through dedication or other means, as new development occurs.

18.3 OBJECTIVE: Develop the City's park system as an interconnected network of sites linked by greenways and trails.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

General Information: Planned Development Overlay Districts allow an owner/applicant to propose uses, development regulations, and land use exceptions for a specific redevelopment or development site. Overlay districts provide customized zoning regulations in addition to adopting “base” or underlying zoning district regulations based upon a concept master plan by preparing and recording an Implementation Plan Document.

Current Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±374.04 Acres

Proposed Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±381.49 Acres

Applicant's Request:

1. The applicant's request is to amend the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C, and
2. Replace the current Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284, with a new Implementation Plan Document (development regulations). This will accommodate the implementation of the proposed land use designations and Thrivent's new office building per the concept master plan Exhibit: D.

Summary of land use regulations listed in the proposed draft Implementation Plan Document per Exhibit: E for PD Overlay District #4-00 (PD/C-2 #4-00) are:

- A. Pages 2 - 4, Section A. Specifies desired principal permitted uses consistent with current principal and special uses listed in the current "base" C-2 District.
- B. Pages 2 - 3, Section A. Specifies desired principal permitted use exceptions to allow single-family, two-family, zero lot line two-family, and multi-family dwellings within the PD Overlay District #4-00 (PD/C-2 #4-00) to promote the mixed-use development concept master plan layout. *Findings: This request was reviewed in accordance with standards for granting use exceptions under Section 23-151(h)(1)-(3) of the Municipal Code: 1. The desired residential uses support the purpose of PD Overlay District #4-00. 2. The desired residential uses are not detrimental on the surrounding existing residential and commercial neighborhoods. 3. The desired residential uses are listed in the draft Implementation Plan Document.*
- C. Page 4, Sections B. 1. Retain the original maximum building height exception of 105 feet listed in Implementation Plan Document No. 1376284.
- D. Pages 4 - 5, Sections B. 1. - 5. Specifies building height and setbacks, lot width and area, and lot coverage regulations meeting the current "base" C-2 District regulations, except the minimum 10 feet front yard setback is reduced to zero (0) for mixed use buildings to encourage walkability. In addition, it specifies yard setbacks for residential dwellings to accommodate the proposed traditional residential neighborhood land use area.
- E. Page 5, Section B. 6. Specifies minimum off-street parking space requirements consistent with current mixed-use development regulation listed in Chapter 23, Zoning (reduced parking spaces by 50%, if desired) rather than a traditional commercial development parking regulation.
- F. Page 5, Section B. 7. Allows current Thrivent monument signs to remain in their current location and size.
- G. All other applicable Municipal Code regulations including but not limited to outdoor lighting, signage, and site plan approval, apply to the land area within the PD Overlay District #4-00.

Findings of Fact:

This request was reviewed in accordance with the standards for granting amendments to a PD Overlay District, Development Plan (in this case a concept master plan) and Implementation Plan Document under Section 23-151(o) of the Municipal Code: It appears the criteria established has been satisfied. Related excerpts are listed below.

- 1) In what respects the proposed plan is or is not consistent with the stated purpose, requirements and standards of the PD regulations.

Findings: No inconsistencies found. The land use patterns shown on the proposed concept master plan encourages a mixed-use development consisting of proposed green space, parks, trails, single-family, multi-family, commercial, mixed-use buildings, offices and park/trails.

- 2) The extent to which the proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property and the reasons why such departures are or are not deemed to be in the public interest.

Findings: The zoning ordinance exceptions listed in the draft Implementation Plan Document are consistent with previous approved exceptions. The proposed zoning ordinance exceptions implement the proposed land use designations and Thrivent's new office building per concept master plan Exhibit: D. These departures do not appear to cause undue adverse impact on the public or character of the existing neighborhood or other matters affecting the public health, safety, or general welfare.

- 3) The extent of public benefit of the PD in terms of meeting planning objectives and enhancing the tax base and economic development. Any specific beneficial actions, plans, or programs agreed to in the PD proposal which are clearly beyond the minimum requirements of this chapter shall be specifically listed as evidence of justified exceptions.

Findings: PD Overlay District #4-00 will continue to enhance the City's tax base and promote the goals and objectives of the Appleton Comprehensive Plan 2010-2030, as stated in this report. In addition, the proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development.

- 4) The physical design of the proposed plan and the manner in which said design makes adequate provision for public services, provides adequate control over vehicular traffic, provides for common open space and furthers the amenities of light, air, recreation and visual enjoyment.

Findings: The proposed land use patterns and street network patterns depicted on the concept master plan will further be evaluated by staff with these factors in mind as the proposed development progresses into the civil engineering design review stage.

- 5) The relationship and compatibility of the proposed plan to the adjacent properties and neighborhood.

Findings: The proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development. This appears to be compatible with the existing adjacent commercial properties and residential neighborhoods.

Request #3: Rezoning #6-24 (zoning map amendment):

Applicant's Request: The applicant's request is to amend the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. These amendments accommodate the implementation of the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D.

Standards for Zoning Map Amendments: This request was reviewed in accordance with the standards for granting a Zoning Map Amendment under Section 23-65(d)(3) of the Municipal Code: It appears 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. *Findings: If Future Land Use Map Amendment #1-24 is approved, to identify the land for future one- and two-family residential designation and mixed-use, the rezoning requests will be in conformance with the Comprehensive Plan 2010-2030.*
 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. *Findings: College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. The rezoning requests will help to meet the demand for housing in Appleton as specified in the market study.*
 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. *Findings: The subject area can be served by existing infrastructure and public services. Detailed impacts on the transportation and pedestrian network adjacent to the proposed development will be assessed and mitigation provided for during the Traffic Impact Analysis and Subdivision Plat review phase.*
 2. The effect of the proposed rezoning on surrounding uses. *Findings: The subject site is nearby existing single-family residential uses on North Meade Street, East Apple Creek Road, North Gardenwood Lane, and East Wyndmere Drive. Commercial offices and health care uses exist along North Ballard Road to the east of the subject site. The proposed R-2 Two-family District allows the land to develop with uses compatible with adjacent uses.*

Technical Review Group (TRG) and Plat Review Team (PRT) Report: Staff, across multiple departments, have provided written comments to Thrivent and the Land By Label Team relevant to the concept master plan materials. Staff will continue to work with the Thrivent and Land By Label Team to review and provide recommendations on existing and proposed infrastructure impacts with regard to traffic/transportation, street design/improvements, water resources/stormwater, wetlands, water and wastewater utilities, and other applicable considerations as the development project progresses into the subdivision plat review phase.

STAFF RECOMMENDATION

Request #1: Based upon the above analysis, staff recommends City of Appleton *Comprehensive Plan 2010-2030* Future Land Use Map Amendment #1-24 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B and the attached resolution, **BE APPROVED**;

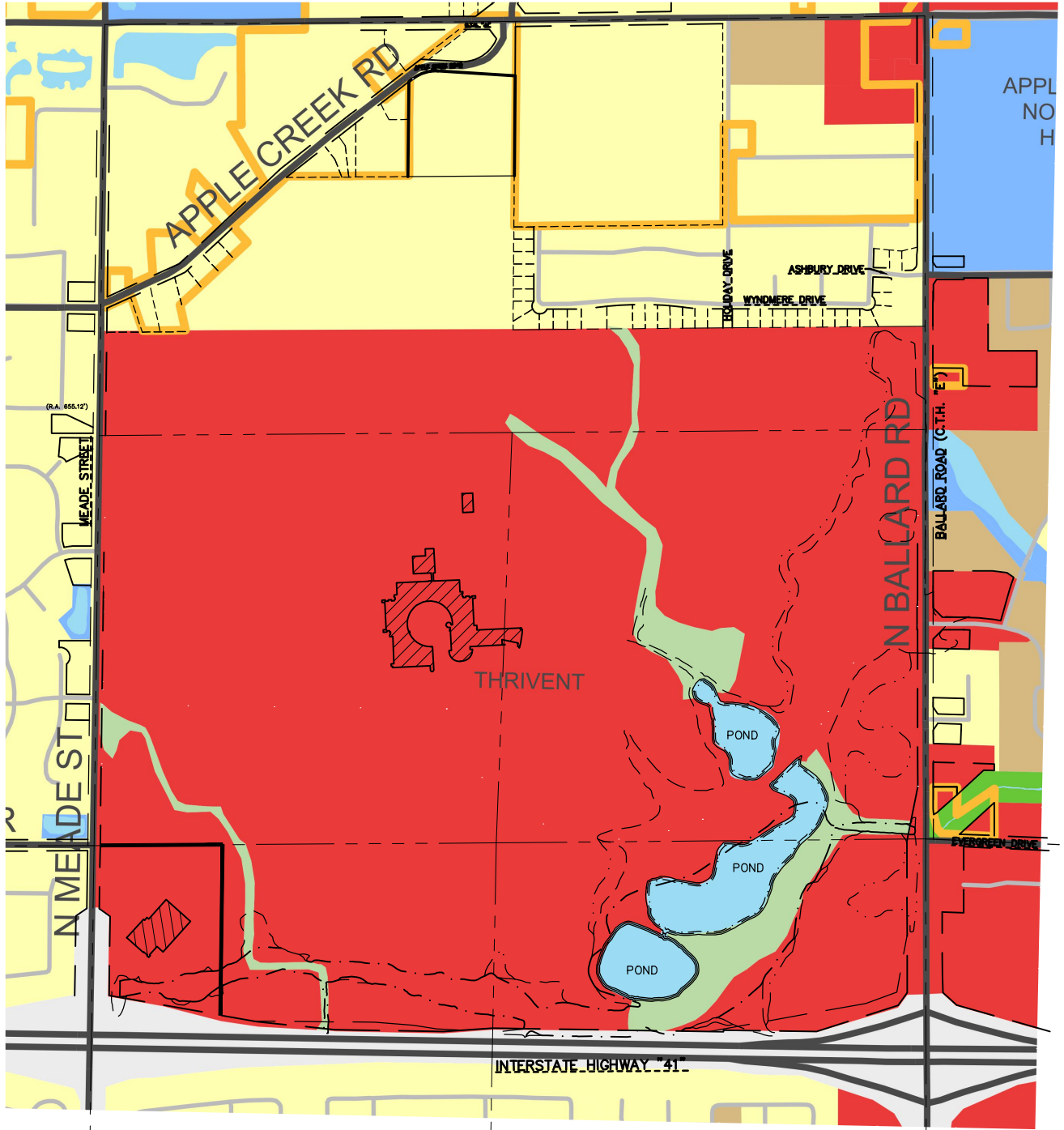
Request #2: Based upon the above analysis and standards for amendments to PD Overlay Districts as required by Section 23-151(o) of the Zoning Ordinance, staff recommends that the Planned Development Overlay District #4-00 zoning district line be amended from R-2 Two-family District and R-1A Single-family District to Planned Development Overlay General Commercial District (PD/C-2 #4-00) for the subject properties, including to the centerline of the respective adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described in the Implementation Plan Document attached, **BE APPROVED** subject to the following:












1. The attached Implementation Plan Document must be notarized and signed by the property owner and then be submitted to the Community Development Department for City signatures. The Implementation Plan Document must be recorded in the Outagamie County Register of Deeds' Office by the property owner per Section 23-151(m)(2)f. and g. of the Municipal Code; and

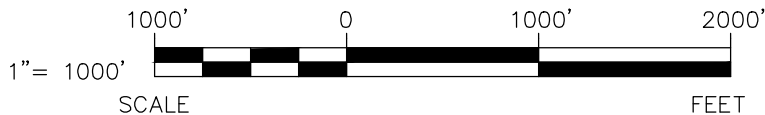
Request #3: Based upon the above analysis and the standards for zoning map amendments as required by Section 23-65(d)(3) of the Zoning Ordinance, staff recommends Rezoning #6-24 to rezone the subject properties from R-1A Single-Family, AG Agricultural and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described on the application form, **BE APPROVED**.

NOTE: If approved, the PD Overlay District Amendment #4-00 and Rezoning #6-24 will be reported out at the same Common Council meeting as the proposed Comprehensive Plan Amendment #1-24. This will be done simultaneously to coincide with the change in future land use from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B.

EXISTING FUTURE LAND USE EXHIBIT: A



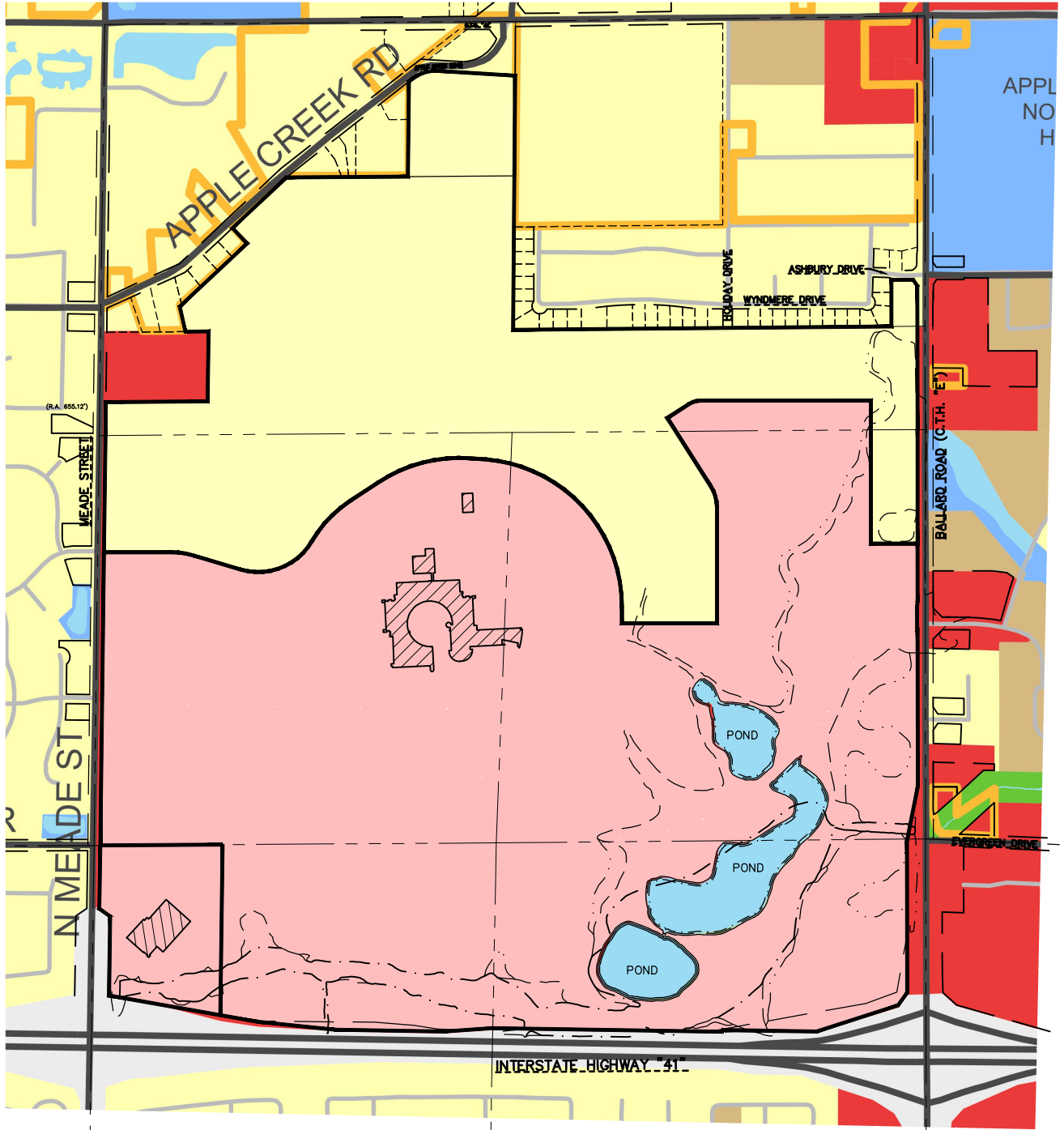
- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |














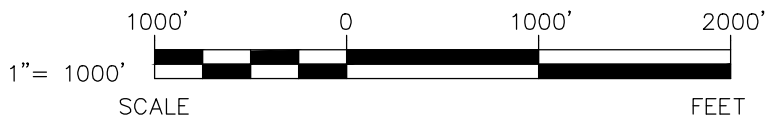

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PROPOSED FUTURE LAND USE EXHIBIT: B



- | | | | |
|---|--------------------------------|---|-------------------------------------|
|  | One and Two-Family Residential |  | Industrial |
|  | Multifamily Residential |  | Public / Institutional |
|  | Commercial |  | Public Parks and Open Space |
|  | Mixed-Use |  | Agricultural and Private Open Space |
|  | Central Business District |  | Ponds/Water |
|  | Business / Industrial | | |

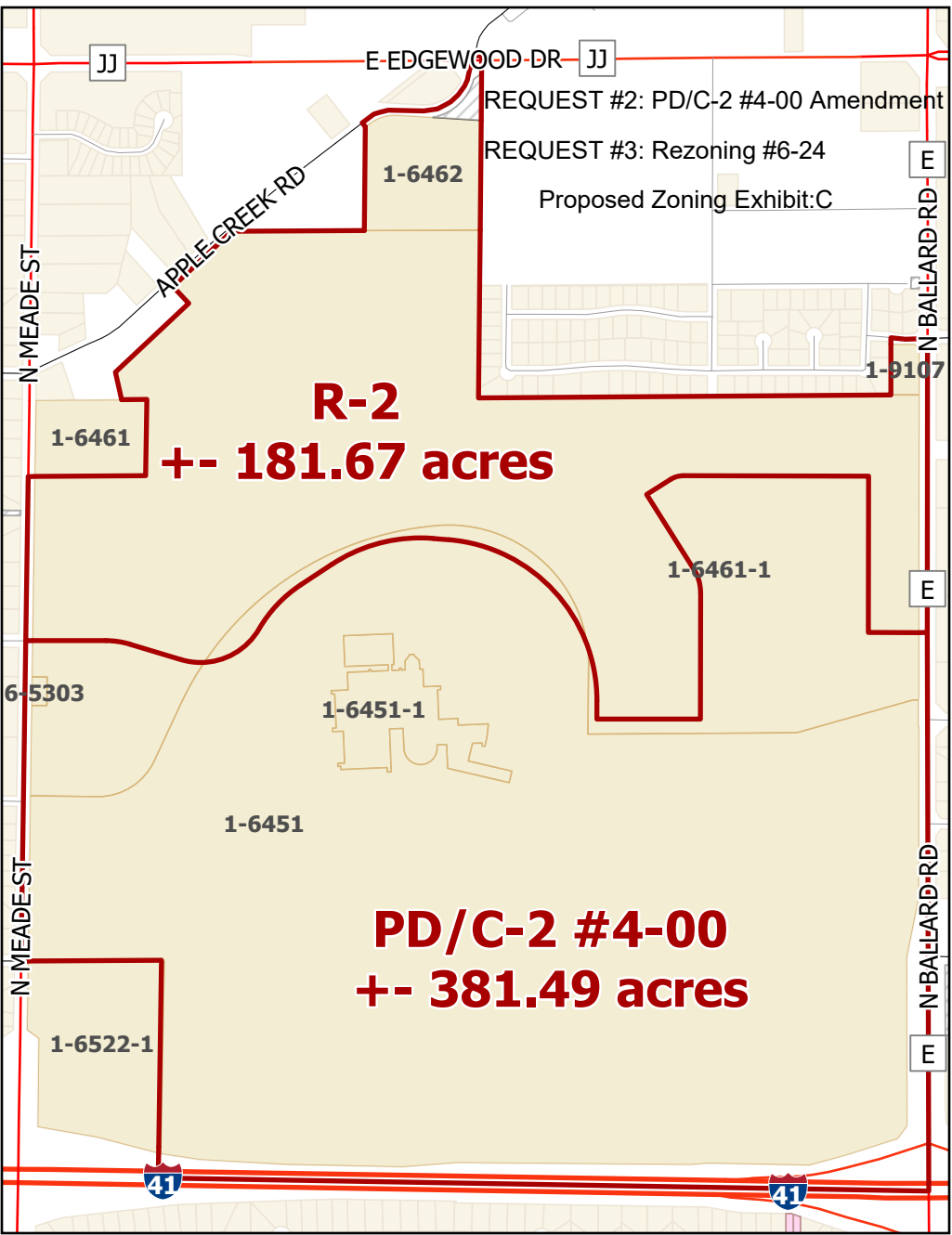
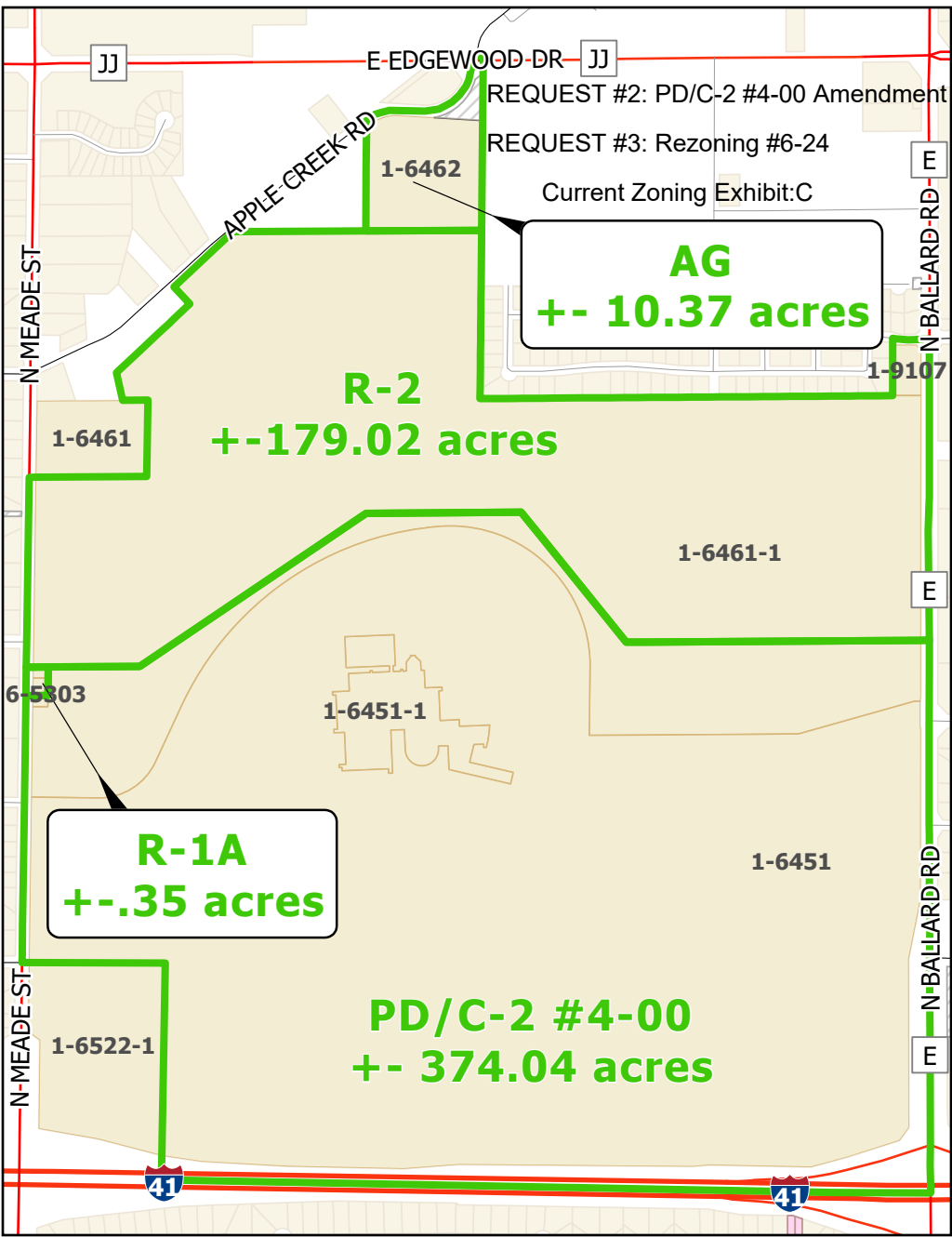




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Thrivent Property

Zoning Classification Changes

Legend

- Current Zoning
- Proposed Zoning
- Tax Parcel

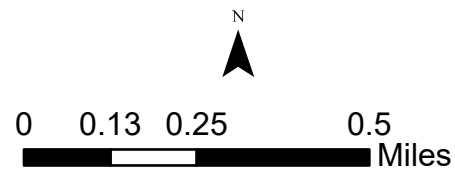
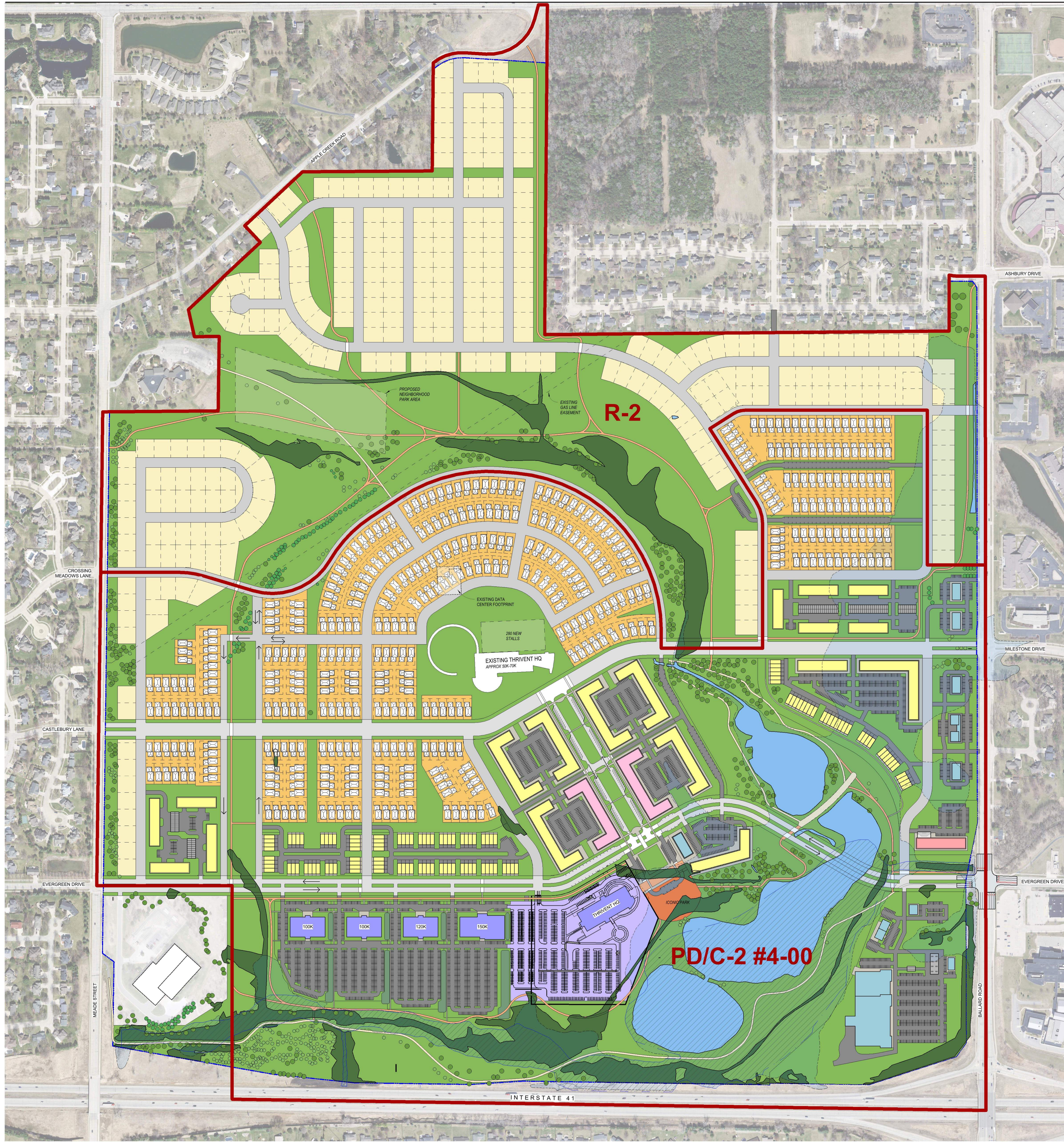


EXHIBIT: D

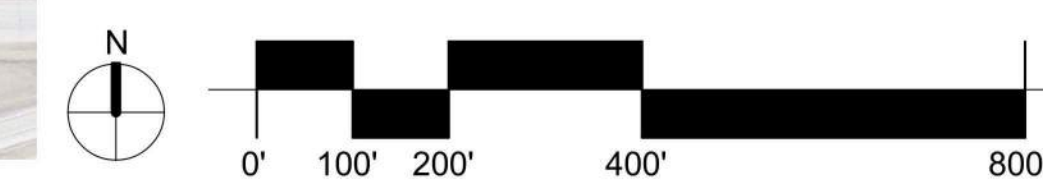
Proposed Thrivent Concept Master Plan



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT - APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_05	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	

(2 LEVELS EACH)

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	

10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	118,400 R ²	473,600 R ²	

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
C_03	164,000 R ²	232,400 R ²	153,200 SF	

C_01
FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02
15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03
6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES



EXHIBIT: D
Proposed Thrivent Concept Master Plan

1 SITE - BASE
1" = 300'-0"

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

**RESOLUTION
CITY OF APPLETON**

**ADOPTION OF THE RECOMMENDED AMENDMENT TO THE COMPREHENSIVE
PLAN AS PREPARED BY THE CITY OF APPLETON PLAN COMMISSION**

WHEREAS, the Common Council of the City of Appleton pursuant to Section 62.23 of the Wisconsin Statutes, has established a City Plan Commission; and

WHEREAS, on March 3, 2010, the Common Council adopted the City of Appleton Comprehensive Plan to promote public health, safety and welfare of the City by effectively guiding long-range growth and development within the City and its statutory extraterritorial planning jurisdiction; and

WHEREAS, Chapter 12: Implementation, Comprehensive Plan Update Procedures, of the Comprehensive Plan was created in the City of Appleton Code of Ordinances to provide procedures and criteria for amending and updating the City of Appleton Comprehensive Plan; and

WHEREAS, members of the public were invited to make comments at a meeting held on July 24, 2024, by the City Plan Commission, wherein the following Comprehensive Plan amendment (Amendment #1-24) herein adopted was reviewed and commented upon by members of the public; and

WHEREAS, the City of Appleton Plan Commission has reviewed the recommended amendment to the Comprehensive Plan Future Land Use Map at a meeting held on July 24, 2024, and

WHEREAS, the City of Appleton Plan Commission reviewed the following Comprehensive Plan Amendments, found these amendments to meet the criteria outlined in Chapter 12: Implementation, Comprehensive Plan Update Procedures, warranting inclusion in this resolution

1. Having been filed with the City Clerk by the City of Appleton Community Development Department requesting a Comprehensive Plan Future Land Use Map Amendment #1-24 to change future land use designations:

From: Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,

To: Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

WHEREAS, members of the public, adjacent and nearby local governmental units will be given a 30-day review and comment period prior to the public hearing, which will be conducted by the Common Council for the Comprehensive Plan proposed amendment; and

WHEREAS, after said public hearing, the Common Council will decide whether to adopt by ordinance the proposed amendments to the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan may be used as the basis for, among other things, updating the zoning ordinance, accomplishing extraterritorial zoning and as a guide for approving or disapproving actions affecting growth and development within the jurisdiction of the City of Appleton; and

WHEREAS, this Comprehensive Plan may from time to time be amended, extended, or added to in greater detail; and

NOW, THEREFORE, BE IT RESOLVED, by the City of Appleton Plan Commission that the recommended Comprehensive Plan amendments are hereby adopted as a part of the City of Appleton Comprehensive Plan 2010-2030 pursuant to §66.1001(4), Wis. Stats. and that the Plan Commission recommends said Comprehensive Plan amendments to the City of Appleton Common Council for adoption by ordinance, after a 30-day public review and comment period and public hearing.

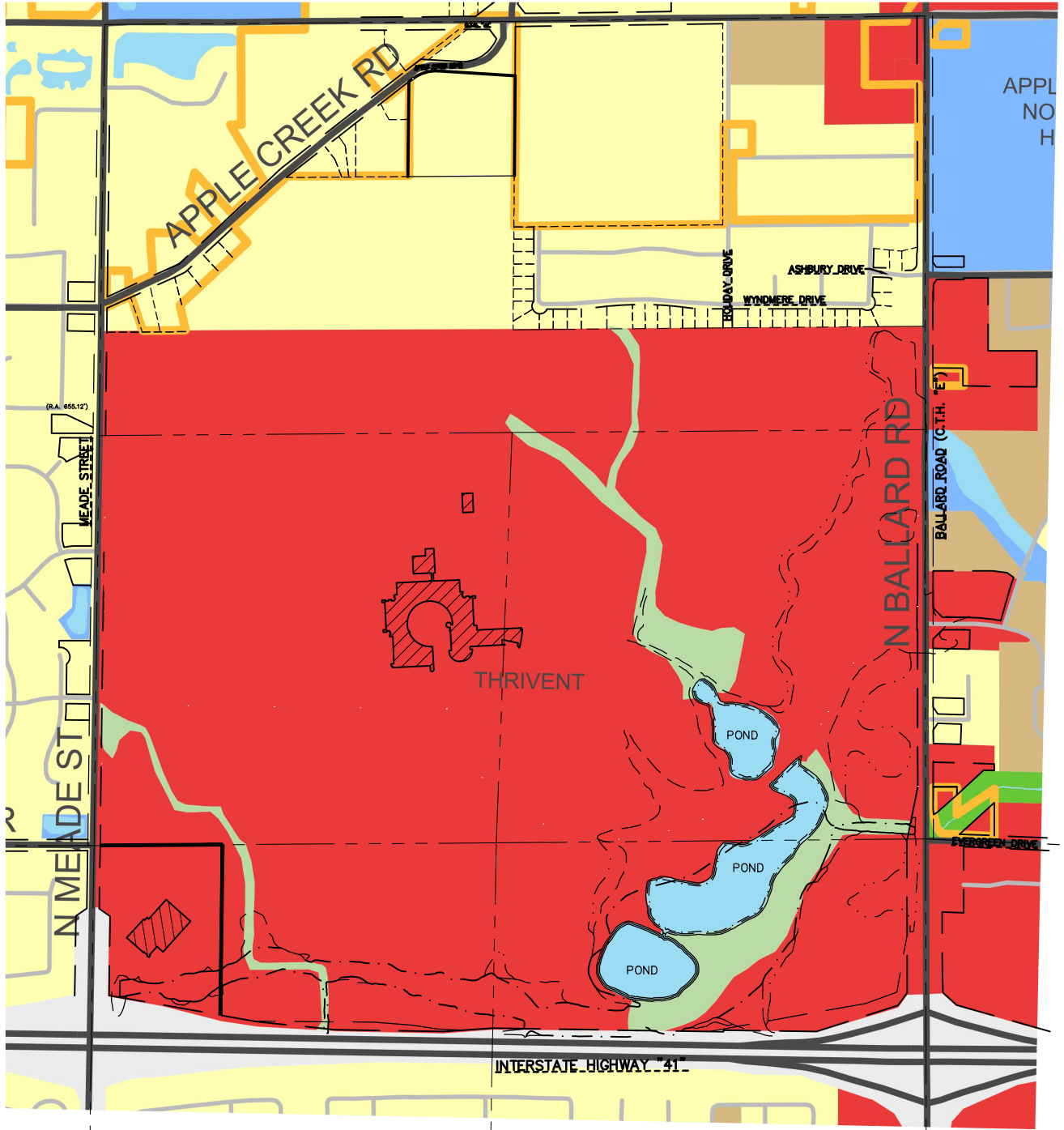
Adopted this _____ day of _____, 2024.












Jacob A. Woodford, Mayor

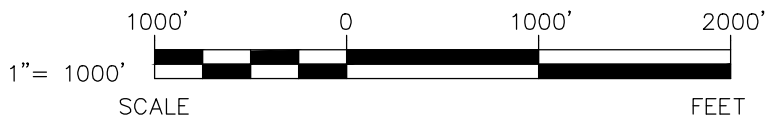
ATTEST:

Kami Lynch, City Clerk

EXISTING FUTURE LAND USE EXHIBIT : A



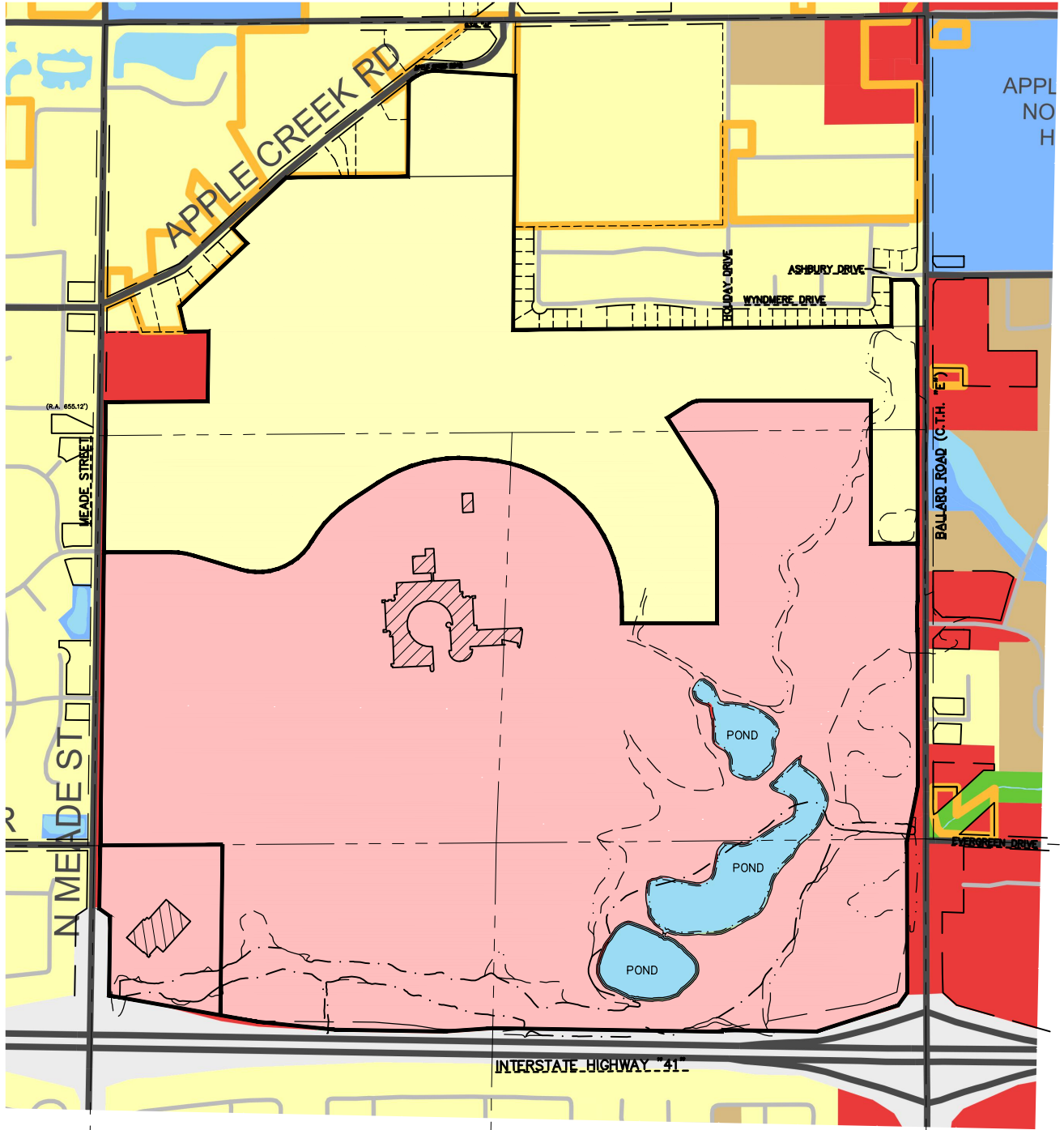
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|---|--------------------------------|---|-------------------------------------|
|  | One and Two-Family Residential |  | Industrial |
|  | Multifamily Residential |  | Public / Institutional |
|  | Commercial |  | Public Parks and Open Space |
|  | Mixed-Use |  | Agricultural and Private Open Space |
|  | Central Business District |  | Ponds/Water |
|  | Business / Industrial | | |














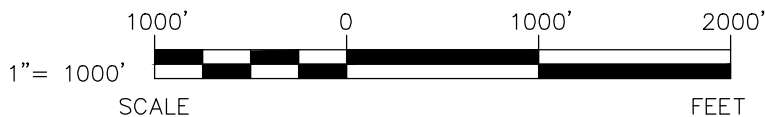
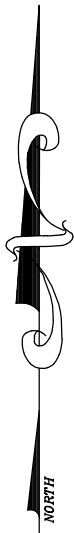

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PROPOSED FUTURE LAND USE EXHIBIT: B



- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |





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IMPLEMENTATION PLAN DOCUMENT FOR PLANNED DEVELOPMENT (PD #4-00)

PLANNED DEVELOPMENT DESIGNATION

WHEREAS, the Aid Association for Lutherans (AAL) Planned Development Designation for PD Rezoning #4-00 (PD #4-00) went into effect on the date when the Implementation Plan Document for PD #4-00 was recorded in the Outagamie County Register of Deeds Office, Wisconsin, on August 11, 2000, as Document No. 1376284.

WHEREAS, Aid Association for Lutherans, a Wisconsin corporation, changed its name to Thrivent Financial for Lutherans, a Wisconsin corporation, effective May 21, 2002 (the "Owner/Developer").

WHEREAS, certain changes to the Implementation Plan Document No 1376284 are permitted in accordance with the requirements of Section 23-151(p) of the Appleton Zoning Ordinance.

WHEREAS, an official map amendment is permitted in accordance with Section 23-65(d)(2) of the Appleton Zoning Ordinance.

WHEREAS, the property Owner/Developer desires to repeal Implementation Plan Document No. 1376284 in accordance with Section 23-151(p)(1) of the Appleton Zoning Ordinance and replace it with this IPD, which recreates the provisions and district boundary lines, as further described below for the real estate described on the attached Exhibit A ("the Property") . After recording of this Implementation Plan Document, all references to PD #4-00 will mean and refer to this Implementation Plan Document.

Record and return copy to:
City of Appleton
Community Development Department
100 N. Appleton Street
Appleton, WI 54911

WHEREAS, Section 23-151 of the Appleton Municipal Code requires the recordation of an Implementation Plan Document in the Outagamie County Register or Deeds; and

WHEREAS, the parties hereto wish to notify all interested parties of the existence of said Implementation Plan Document;

NOW, THEREFORE, in consideration of the foregoing recitals, the Owner/Developer and the City hereby notify all interested parties as follows:

1. **Existence of Implementation Plan for PD #4-00.** The parties hereto have entered into mutually agreeable Development and Implementation Plan Document for the Property. This designation establishes the land uses which shall be permitted on the Property, development standards, and a general development plan, that must be complied with by the Owner/Developer and all subsequent property owners or agents of the property owners.
2. **Location of Implementation Plan.** This Implementation Plan Document for PD #4-00 approved by Appleton Common Council action on _____, 20____ and executed by the parties on the date of filing with the Outagamie County Register of Deeds' office and is also on file with the Appleton Community Development Department, 100 North Appleton Street, Appleton, WI and is subject to review and reproduction by all interested parties upon request.
3. **Subsequent Purchasers.** A Planned Development (PD) is a zoning overlay district under the City of Appleton Zoning Ordinance. The Implementation Plan Document exists for Planned Developments (PDs) under this zoning category and are covenants that run with the land. Accordingly, all future purchasers of Property zoned PD should become familiarized with the individual requirements attached to that specific Property.
4. **Amendments to Implementation Plans.** Pursuant to Section 23-151 of the Appleton Municipal Code, major changes in a PD require approval by the City Council and subsequent recording of the amendment. The Community Development Director may approve Minor Amendments.
5. **Development Guidelines and Conditions.** PD #4-00 shall comply with the following development standards:

A. **LAND USES**

1. **Principal Permitted Uses.**

Residential Uses

- Assisted living or retirement homes
- Nursing or convalescent homes
- Dwelling, single-family

- Dwelling, two-family
- Dwelling, zero lot line for two-family
- Dwelling, multi-family, for three (3) or more units per apartment building or townhouses

Public and Semi-Public Uses

- Clubs
- Day care, group
- Education institutions; business, technical or vocational school
- Educational institutions; college or university
- Governmental facilities
- Hospitals
- Marina or boat landings
- Museums
- Places of worship
- Public parks or playground
- Recreation facilities; non-profit
- Registered historic places open to the public and having retail space occupying not more than 10% of the gross floor area of the building

Non-Residential Uses

- Automobile maintenance shops
- Commercial entertainment; excluding sexually-oriented establishments
- Drive through facilities pursuant to Section 23-49
- Greenhouses or greenhouse nurseries
- Hotel or motels
- Manufacturing, custom pursuant to Section 23-66(h)(16)
- Multi-tenant building
- Offices
- Painting/Craft studio without alcohol sales
- Parking lots
- Parking garages
- Personal services
- Printing
- Professional services
- Data center
- Restaurants (without alcohol)
- Restaurants, fast food
- Retail businesses
- Shopping centers
- Towing businesses pursuant to Section 23-66(h)(15)
- Urban farms pursuant to Section 23-66(h)(17)
- Veterinarian clinics
- Bar or taverns pursuant to Section 23-66(h)(6)
- Car washes

- Craft-Distillery pursuant to Section 23-66(h)(19)
- Gasoline sales pursuant to Section 23-66(h)(8)
- Microbrewery/Brewpub pursuant to Section 23-66(h)(19)
- Outdoor commercial entertainment pursuant to Section 23-66(h)(11)
- Painting/Craft studio with alcohol sales pursuant to Section 23-66(h)(6)
- Restaurants with alcohol pursuant to Section 23-66(h)(6)
- Tasting rooms pursuant to Sections 23-66(h)19 and/or 21
- Winery pursuant to Section 23-66(h)21

2. **Accessory uses, buildings and structures, Fences and walls, Refuse container and dumpster enclosures, Drive through facilities** are permitted within PD #4-00 in connection with the permitted uses, pursuant to Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.
3. **Temporary uses and structures** are permitted within PD #4-00 pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

B. DEVELOPMENT STANDARDS

1.
 - a. **Maximum building height** shall not exceed 35 feet for single-family detached dwelling, two-family dwellings and zero lot line two-family dwellings.
 - b. **Maximum building height** shall not exceed 60 feet for multi-family dwellings.
 - c. **Maximum building height** for all other uses shall not exceed 105 feet as was previously permitted.
2.
 - a. **Minimum individual lot width** shall be 40 feet for single-family detached dwellings.
 - b. **Minimum individual lot width** shall be 30 feet for zero lot line dwellings and two-family dwellings shall.
 - c. **Minimum individual lot width** shall be 60 feet for all other uses.
3.
 - a. **Minimum individual lot area** shall be 4,000 square feet for single-family detached dwellings, zero lot line dwellings and two-family dwellings.
 - b. **Minimum individual lot area** shall be 14,000 square feet for all other uses.

4. **Minimum front, rear, and side lot line setbacks** shall be:
- a. Front lot line setback:
 - i. For mixed-use buildings: 0 feet
 - ii. For all other uses: 10 feet
 - iii. For single-family detached dwellings adjacent to an alley: 4 feet.
 - b. Rear lot line setback:
 - i. For single-family detached dwellings: 4 feet
 - ii. For all other uses: 20 feet
 - c. Side lot line setback:
 - i. For single-family detached dwellings, two-family dwellings and zero lot line two-family dwellings: 5 feet
 - ii. For all other uses: No side lot line setback, unless abutting a residentially zoned district, then shall be 10 feet, not including zero lot line two-family dwellings
 - iii. For zero lot line two-family dwellings with a common wall: No side lot line setback
5. a. **Maximum individual lot coverage** shall be 90% for multi-family dwellings and mixed-use buildings.
- b. **Maximum individual lot coverage** shall be 75% for all other uses.
6. **Parking, loading/unloading, bicycle and landscaping standards** shall be as specified pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended, except the minimum number of off-street parking and loading spaces shall be calculated as follows:

Exception. Calculation of Off-Street Parking and Loading Spaces: The minimum required number of off-street parking and loading spaces for specific uses listed in the off-street parking and loading section pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended are reduced by fifty percent (50%) for permitted uses in PD #4-00.

The minimum number of off-street parking and loading spaces required to serve the existing building identified on Exhibit B – Concept Master Plan attached here as "Data Center", which is roughly 18,000 square feet, and is utilized as a data center, shall be 12 stalls.

7. **Signs and Outdoor Lighting.**

- a. All signs shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended. The existing monument signage shown on Exhibit B – Zoning Boundary Depiction shall be allowed to remain at their current location and size within PD#4-00. The monument signs are allowed to be maintained including changing the sign copy/message related to uses and activities within PD#4-00.

- b. All exterior lighting fixtures, either mounted on the building or freestanding, shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended

8. **Site Plan Review Application.** Prior to obtaining a building permit within PD #4-00, minor site plan or site plan review and approval shall be required for principal, accessory buildings, structures and uses in accordance with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

9. **Application of the Municipal Code of the City of Appleton.** In conjunction with land uses and development provisions listed above, the Municipal Code of the City of Appleton as now in effect or hereafter amended applies to all land and land development on the property, unless otherwise stated in this document.

C. **INSTALLATION OF REQUIRED IMPROVEMENTS** – The installation of all required improvements, including but not limited to, driveway access, stormwater, streets, sidewalks, bike paths, water systems, sewer systems, fire protection, utilities shall be in accordance with all applicable City Appleton regulations.

D. **GENERAL PROVISIONS**

1. **Enforcement.** The provisions of this Implementation Plan Document for PD #4-00 shall be effective and in force unless so amended as required by pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

2. **Breach of Provisions of PD #4-00.**

If at any time any provision or requirements stated in PD #4-00 have been breached by the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof any property, the City may withhold approval of any or all platting or the issuance of any or all grading or building permits or occupancy permits applied for on the Property, until such breach has been remedied.

3. **Binding Effect.**

PD #4-00 shall run with the land and be binding upon the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof, with the exception that provisions of this designation may be modified through an amendment in accordance with the procedure stated in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments. This Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description; Exhibit B - Zoning Boundary Depiction, and Exhibit C - Concept Master Plan) shall be recorded in the Outagamie Register of Deeds Office in order to put

prospective purchasers or other interested persons on notice as to the terms contained herein. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.

4. Entire Designation

This Implementation Plan Document for PD #4-00 contains all provisions and requirements incumbent upon the Owner/Developer relative to PD #4-00, except as modified by subsequent action of the Appleton Common Council in accordance with procedures set forth in in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments, and except that nothing contained herein shall be construed as waiving any requirements of the Appleton Municipal Code or other regulations otherwise applicable to the development of the Property.

5. Recording of Development Plan and Implementation Plan Document of PD #4-00

- a. This Implementation Plan Document for PD #4-00 must be signed by both the City and the Owner/Developer and must be recorded by in the Outagamie Register of Deeds' Office and a recorded copy of the Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description, Exhibit B- Zoning Boundary Depiction, and Exhibit C- Concept Master Plan) shall be provided to the Appleton Community Development Department. This constitutes approval of the Implementation Plan Document for PD #4-00. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.
- b. No permit allowing construction of a building or other development, shall take place on the Property until the required recording of the Implementation Plan Document for PD #4-00 is accomplished.

Dated this _____ day of _____, 20____.

By: _____
Owner

Title:

By: _____
Developer

Title:

STATE OF WISCONSIN)
)ss
COUNTY OF _____)

Personally came before me this _____ day of _____, 20____, the above named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

The above Implementation Plan Document for PD#4-00 was drafted by the undersigned at the request of the Property Owner/Developer.

(Insert Applicant's Name) _____
Drafter's Signature

Date

Approved as to form:

CITY OF APPLETON, a Wisconsin
Municipal Corporation

Attorney

By: _____ Appleton City
Mayor

Attest: _____
City Clerk

STATE OF WISCONSIN)
)ss
COUNTY OF OUTAGAMIE)

Personally came before me this _____ day of _____, 20____, the above-named Mayor of City of Appleton, and City Clerk of City of Appleton, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

Exhibit: A

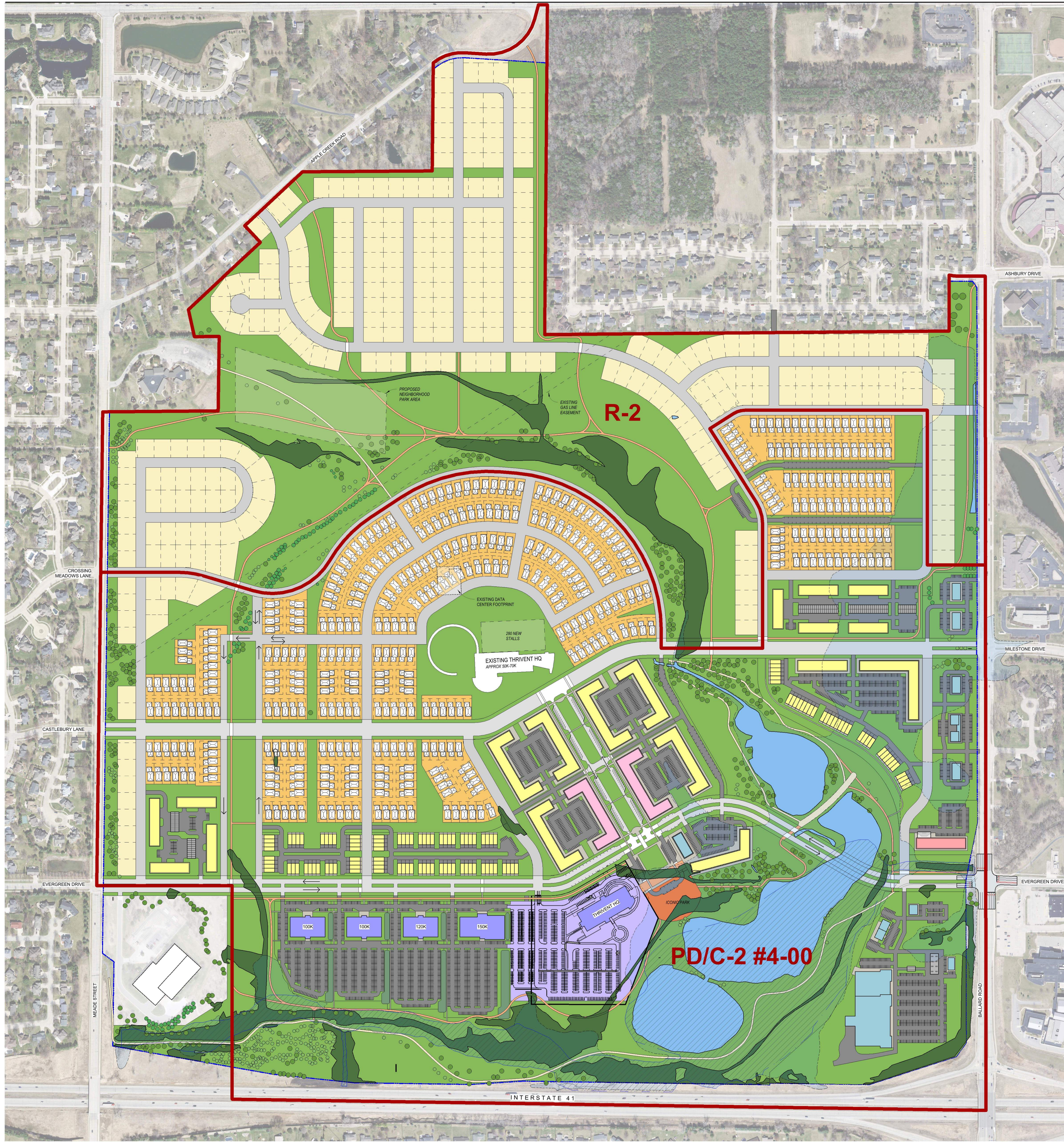
Legal Description

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 12, and part of the Northwest 1/4 and Northeast 1/4 of the Northwest 1/4 and part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 13, all being located in Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 12; thence South 00°-02'-21" East along the East line of said Southeast 1/4, a distance of 734.04 feet; thence North 90°-00'-00" West, a distance of 50.00 feet to the West right-of-way line of Ballard Road, said point being the point of beginning; thence continuing North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; thence North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence South 00°-43'-29" West along said East line, a distance of 1,885.41 feet to the South line of the Southwest 1/4 of said Section 12; thence North 89°-36'-54" East along said South line, a distance of 787.74; thence South 00°-46'-59" West, a distance of 1,095.87 feet to the Northerly right-of-way line of Interstate Highway "41"; thence South 79°-59'-24" East along said Northerly line, a distance of 238.64 feet; thence South 84°-00'-22" East along said Northerly line, a distance of 502.02 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 700.00 feet; thence North 86°-20'-30" East along said Northerly line, a distance of 317.96 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 1,484.19 feet; thence North 00°-51'-04" East along said Northerly line, a distance of 10.00 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 598.15 feet; thence North 72°-14'-50" East along said Northerly line, a distance of 549.98 feet; thence North 35°-43'-57" East along said Northerly line, a distance of 101.12 feet to the West right-of-way line of Ballard Road; thence North 00°-07'-51" West along said West line, a distance of 974.99 feet; thence North 11°-15'-34" East along said West line, a distance of 357.19 feet; thence North 00°-02'-21" West along said West line, a distance of 1,007.86 feet; thence South 89°-57'-40" West, a distance of 3.00 feet; thence North 00°-02'-21" West along said West line, a distance of 149.03 feet; thence North 05°-40'-03" East along said West line, a distance of 30.17 feet; thence North 00°-02'-21" West along said West line, a distance of 372.84 feet to the point of beginning and containing 381.485 acres (16,617,492 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

EXHIBIT: B

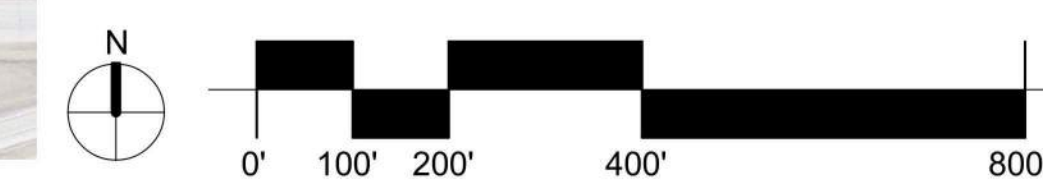
Proposed Thrivent Concept Master Plan
 and Zoning Boundary Depiction



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT -
 APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_E	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	6	Single-Family 1/4 Ac - self parked
Z_13	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	

(2 LEVELS EACH)

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	

10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
		118,400 R ²	473,600 R ²

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
		164,000 R ²	232,400 R ²	153,200 SF

C_01
FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02
15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03
6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES

1 SITE - BASE
1" = 300'-0"



EXHIBIT: C
Proposed Thrivent Concept Master Plan

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

Brenda Broeske

From: Colin Sigmund <colinsigmund@gmail.com>
Sent: Tuesday, July 16, 2024 2:29 PM
To: Don Harp
Subject: Re-adjusting plan

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Hi Don,

My name is Colin Sigmund and I am a resident of the Silverleaf Court neighborhood adjacent to the Thrivent property. I'd like to briefly discuss concerns and possible addendums to the current master plan prior to its final implementation. Speaking on behalf of our small community, we are collectively concerned that undesirable commercial businesses, a hotel, and other developments within the C2 district of the master plan would harm our property value and generally be unfavorable.

Per the results of the various surveys and exhaustive community discussions regarding the development, it appeared as though maintenance of green space/waterways/parks/natural area was by far the most desirable. Given that the fountain/ponds, walking paths, and other natural walkways exist primarily within the southeastern part of the property, wouldn't it make most sense to preserve this region without substantial development? The agricultural plots that currently exist in the C2 plot could be added to the already beautiful southeastern portion of the 600 acre property.

Alternatively, the C2 and possible hotel developments could be moved between the O_E and O_1 plots as this is already slated to be more of a commercialized/non residential portion of the overall 600 acre property. I find this to have 2 main benefits. One, it would place possible restaurants (C2) closer to office spaces (O_E, O_1, O_2, and O_3) where workers could more easily dine for lunch/dinner during or after work. This dynamic would be mutually reinforcing. Essentially, workers from O_E through O_3 would more likely patronize C2-based businesses while the leases of the office spaces would more likely be filled because there are retail amenities nearby for its employees. Two, It would provide improved advertisement for the local commercial or retail businesses (C2) due to its location relative to highway 41 w/ signage.

Thanks,
Silverleaf Court neighborhood

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Brenda Broeske

From: Don Harp
Sent: Wednesday, July 24, 2024 12:14 PM
To: Brenda Broeske
Subject: FW: Comments on Thrivent Development

Hi Brenda,

Could you please print this email for the City Plan Commission.

Thank you,
Don

From: Matt Clark <Matt.Clark@Miron-Construction.com>
Sent: Wednesday, July 24, 2024 12:11 PM
To: Don Harp <Don.Harp@Appleton.org>
Subject: Comments on Thrivent Development

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Mr Harp,

My name is Matthew Clark and my wife Kay and I live at 4701 N Gardenwood Lane. I am writing to you about a few comments and questions we have about the proposed development since we will not be able to attend the meeting tonight in person.

I would be lying if I did not first say that one of the reasons, we bought our property eight years ago was because of the country feel while still in the city limits. Our kids have enjoyed watching the farmer plant and harvest his crops the past several years. And the abundant amount of wildlife that we get to watch walk through the field and our backyard has also been a bonus. That being said, of course we would prefer this land stay as it has been but we realize it is not our property and we have to respect the planning that has gone into the proposed changes.

Our main concern with this new development is what will happen with all the rainwater. In the past few years we have witnessed many major rain events that have filled the drainage ditch behind our property for many days. And in the past few weeks we have witnessed even larger amounts of rain fall wash over the whole field and flood the ditch as well as parts of our property. By adding more paved and hard surfaces the area for rainfall to soak into the ground versus run off is greatly increased and I hope this does not lead to more flooding events in the drainage ditch.

We also have concerns about placing a trail through this drainage ditch. During the spring and early summer that ground is quite soft and soupy from all the snow melt and spring rain. To add a paved trail would again limit the amount of soil that could absorb this moisture or lead to more erosion with it moving quickly over the paved surface.

Our last concern would be that throughout all of this development the amount of dust and noise would be considered and plans developed to control them.

Thank you

Matt and Kay Clark
4701 N Gardenwood Lane

Matt Clark, LEED Green Associate
Conceptual Estimator
matt.clark@miron-construction.com

Miron Construction Co., Inc.
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Brenda Broeske

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Thursday, August 1, 2024 4:13 PM
To: Don Harp
Subject: Re: Land use planning for Thrivent site in Appleton, Wi

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Hello Don,

Yes, please do. That would be very helpful. Thank you and thank you also for notifying me of the time of the next meeting.

Doug Timmel

On Aug 1, 2024, at 3:51 PM, Don Harp <Don.Harp@Appleton.org> wrote:

Good afternoon Douglas,

Thank you for the email. The land use requests for the Thrivent redevelopment concept master plan are schedule to be placed on the September 4, 2024, Common Council meeting agenda. We are still in the comment period, did you want me to forward your comments onto the Common Council prior their September 4th meeting?

Thank you,
Don

mage001.jpg>

Don Harp, Principal Planner
City of Appleton, Community Development Department
100 N. Appleton Street, Appleton, WI 54911
O: 920-832-6466 | don.harp@appletonwi.gov
Appleton.org

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Monday, July 29, 2024 12:47 PM
To: Eric.merriman@thrivent.com; samantha.mehrotra@thrivent.com; Emily.c@landbylabel.com; Don Harp <Don.Harp@Appleton.org>
Cc: John Weyenberg <johnw@foxcitiesshabitat.org>; Amy McGowan <AmyM@foxcitiesshabitat.org>
Subject: Land use planning for Thrivent site in Appleton, Wi

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To: Eric Merriman, Samantha Mehrotra - Thrivent Financial
Emily Cialdini, Land by Label
Don Harp - Appleton Community Development Department

Re: Thrivent Financial Mixed Use Redevelopment Proposal for Land in the city of Appleton

I have been following with interest the redevelopment proposals for the Thrivent site in Appleton. Kudos to you for involving the community, and getting input from many sources.

My father was one of the earlier employees of (then) AAL beginning in 1957, and working there as a very successful local agent for over 30 years. I, and all of my family, remain members of Thrivent today and we all live in the Fox Valley. Our local network consists of many of our friends who are from the Thrivent “family”, in some cases going back three generations.

AAL (now Thrivent) has always been a large and prominent partner of Habitat for Humanity. While it is not true as much today, at one time Thrivent contributed nearly \$10MM a year to Habitat for Humanity to provide for affordable housing nationally. Thrivent continues to encourage and support the organization, through members volunteer activities, and Thrivent Choice dollars, and direct donations. I personally have supported Habitat for Humanity for over 20 years serving on the Board of Directors to Habitat, and advisor to numerous Boards around the country. I have been involved in many “hands on” build projects in Pennsylvania, California, Florida and the Fox Valley. Although I am not serving on the local Board of Directors, I am on the Development Committee of the Fox Valley chapter of Habitat for Humanity, .

I am sure we would all agree the need for affordable housing options is acute in the Fox Valley region. Appleton and other local communities have identified this as a crucial need, and are taking some steps to address it. The Fox Valley chapter of Habitat for Humanity has begun to struggle finding affordable land for housing. With land and housing costs soaring, people are not donating lots or land like they had in the past. In the past year the Fox Valley chapter was able to construct 16 homes for deserving families, and while it is a significant accomplishment, it is a modest dent in the overall needs. Habitat for Humanity really needs is affordable and well located land - suitable for a development of Habitat homes. A parcel of land is the most cost effective and efficient way to build a neighborhood of homes for those who need it the most.

Your plans today indicate areas set aside generally designated as residential housing. I am sure anxious contractors and developers will only be too glad to snap up this valuable and well located real estate. As you develop your plans for “100’s of residential properties” it would be generous and smart for Thrivent to specifically donate a parcel of land which would be set aside for Habitat for Humanity homes. This would help local deserving and hard working families, and the good of the community for decades to come. I would

implore you to seriously consider this request. If the land would not be specifically and purposely designated by Thrivent for Habitat, it will quickly be acquired by the best possible bidders, and the needs of the lower income community will be ignored. Thank you very much for your consideration.

Douglas Timmel

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CITY OF APPLETON

MEMORANDUM

Date: July 24, 2024
To: Plan Commission
From: Don Harp, Principal Planner
Subject: Comprehensive Plan Future Land Use Map Amendment #1-24, Planned Development District #4-00 (PD/C-2 #4-00) Amendment and Rezoning# 6-24

GENERAL INFORMATION

Owner: Thrivent Financial for Lutherans and North Meadows Investments

Applicant: Emily Cialdini, Vice President of Development, Land by Label, LLC

Address/Parcel Numbers: 4321 North Ballard Road and 3920 North Meade Street and being more particularly described as: Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, 31-1-6522-01, 31-6-5303-00 and 31-1-9107-00

Petitioner's Request: Please see enclosed exhibits depicting the property with current and proposed future land use designations. Proposed land use designations facilitate Thrivent's proposed new office building and master plan. All components of the master plan are consistent with City of Appleton Comprehensive Plan. The Planned Development Major Amendment facilitates rezoning required to permit Thrivent's proposed new office building and the master plan. The proposed master plan offers a full range of new housing choices, with an employment center, recreation, dining and neighborhood shopping and services. More than a third of the site will be restored and preserved as public parks, open space, waterways and a system of trails that will connect seamlessly with the larger community. The rezoning request will facilitate the Thrivent master plan redevelopment to permit single-family development. The AG and PD/C-2 #4-00 to R-2 is consistent with adjacent zoning districts.

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

The applicant requested an amendment to the Comprehensive Plan Future Land Use Map, City of Appleton Comprehensive Plan 2010-2030 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B. These proposed amendments will accommodate the implementation of the proposed land use designations and Thrivent's new office building per their concept master plan, Exhibit: D.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

The applicant requested an amendment to the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. They additionally requested to replace the current

Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284 with a new Implementation Plan Document (development regulations) to implement proposed land use designations and Thrivent's new office building per concept master plan, Exhibit: D.

Request #3: Rezoning #6-24 (zoning map amendment):

The applicant requested an amendment to the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. This will accommodate the applicant's request to develop land under the current R-2 Two-family District zoning regulations, Exhibit: C.

Plan Commission Public Hearing/Meeting Date: July 24, 2024

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

BACKGROUND

1973 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01 and 31-1-6522-01, Annexed to the City

1975 – Corporate office constructed

1990 – Parcel Number 31-1-6462-00, Annexed to the City

1994 – Corporate office expanded with a four-story addition

1994 – Parcel Number 31-6-5303-00, Annexed to the City and Zoned R-1A (Ord. #137-94)

1994 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, and 31-1-6522-01, Rezoned to AG, R-2, C-2 and PD/C-2 per (Ord. #61-94)

2000 – Parcel Numbers 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, and part of 31-6-5303-00, where rezoned from PD/C-2 #61-94 to PD/C-2 #4-00, including approval of the development regulations pursuant to Implementation Plan Document No. 1376284 recorded in the Outagamie County Register of Deeds Office

2004 – Parcel Number 31-1-9107-00, Annexed to the City

2004 – Parcel Number 31-1-9107-00, Rezoned from Temporary R-2 to R-2 (Rezoning #2-04)

2023 – Thrivent conducted a public engagement survey, open house and workshop related to the long-term development of its 600-acre campus.

2024 – CSM #9-24 and #10-24, associated with this request, are under current administrative review by City staff to reflect the proposed Planned Development and Rezoning PD/C-2 #4-00 and Rezoning #6-24.

STAFF ANALYSIS

Procedural Findings: When requests are made to amend the *Comprehensive Plan 2010-2030* Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts for the same development project, the respective staff reports are consolidated together as one.

Overview of the Proposed Thrivent Concept Master Plan, Exhibit: D: The proposed concept master plan encourages a mixed-use development consisting of office and retail buildings adjacent to Interstate HWY 41 (HWY 41), offering employment opportunities and prime visibility. Moving along Ballard Road from HWY 41 northward to Milestone Drive, the land is proposed for commercial buildings, creating a shopping and business corridor.

Centrally located within the property, is a blend of proposed single-family, multi-family apartment and townhome buildings and mixed-use buildings, with 1st floor commercial spaces and residential units above, encouraging employment, shopping, housing and entertainment opportunities. This land use group surrounds the existing Thrivent corporate office which will be repurposed. Transitioning to the north and west, the proposed concept master plan features single-family residential homes on ±5,500 and ±11,000 square foot lots. The larger proposed single-family lots are located adjacent to existing single-family lots with similar lot sizes that border the Thrivent property to north, west and east.

Throughout the proposed development, open spaces, parks, trails, and pathways are interspersed, promoting outdoor activities and connectivity for the residents, employees, and visitors alike.

Note: The concept master plan is for illustrative purposes only, the proposed layout of land uses, roads and pathways contemplated is subject to change. The concept master plan was utilized to develop the draft zoning regulations, per Exhibit: E Implementation Plan Document For Planned Development (PD#4-00).

Request #1: Comprehensive Plan Future Land Use Map Amendment #1-24:

General Information: The *Comprehensive Plan 2010-2030* and Future Land Use Map are intended to guide City growth and development in an organized, efficient manner. The comprehensive plan addresses a range of topics related to land use, housing and neighborhoods, economic development, transportation, utilities and community facilities, and more. Per Smart Growth law, municipal land use decisions, including amendments to the Future Land Use Map, Official Zoning Map (rezonings) and Planned Development Districts must be evaluated for consistency with relevant goals, objectives, and policies of the City's *Comprehensive Plan 2010-2030*.

Applicant's Request: The applicant's request is to amend the current Future Land Use Map to implement the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D:

- **From:** Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,
- **To:** Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

Findings: It is staff's opinion that the proposed Future Land Use Map Amendment request implements the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D. It is also consistent with several goals, objectives, and policies from the City's *Comprehensive Plan 2010-2030*: (see below)

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 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

5.1 OBJECTIVE: Continue efforts to ensure an adequate supply of housing affordable to all income levels in the community.

5.3 OBJECTIVE: 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.

- *College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. This proposed single-family development will help to meet the demand for housing in Appleton as specified in the market study.*

7.1 OBJECTIVE: Provide a pattern of development that minimizes impacts to municipal services and utilities.

10.3 OBJECTIVE: Support future changes to zoning and other regulatory tools which are necessary to achieve the type of urban form and development reflective of smart growth principles, including support for “complete” neighborhoods (neighborhoods where residents can meet the majority of their daily needs on foot and by bicycle) throughout the City and in growth areas.

18.1 OBJECTIVE: Continue to work with land developers and municipalities to acquire new park land through dedication or other means, as new development occurs.

18.3 OBJECTIVE: Develop the City's park system as an interconnected network of sites linked by greenways and trails.

Request #2: Planned Development District #4-00 Amendment (PD/C-2 #4-00) (zoning map and development regulations amendment):

General Information: Planned Development Overlay Districts allow an owner/applicant to propose uses, development regulations, and land use exceptions for a specific redevelopment or development site. Overlay districts provide customized zoning regulations in addition to adopting “base” or underlying zoning district regulations based upon a concept master plan by preparing and recording an Implementation Plan Document.

Current Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±374.04 Acres

Proposed Size of PD Overlay District #4-00 (PD/C-2 #4-00): ±381.49 Acres

Applicant's Request:

1. The applicant's request is to amend the existing PD/C-2 #4-00 zoning boundary line from R-2 Two-family District and R-1A Single-family District to Planned Overlay Development General Commercial District (PD/C-2 #4-00), including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C, and
2. Replace the current Implementation Plan Document (development regulations) for PD/C-2 #4-00, previously approved on April 19, 2000, and recorded in the Outagamie County Register of Deeds Office as Document No. 1376284, with a new Implementation Plan Document (development regulations). This will accommodate the implementation of the proposed land use designations and Thrivent's new office building per the concept master plan Exhibit: D.

Summary of land use regulations listed in the proposed draft Implementation Plan Document per Exhibit: E for PD Overlay District #4-00 (PD/C-2 #4-00) are:

- A. Pages 2 - 4, Section A. Specifies desired principal permitted uses consistent with current principal and special uses listed in the current "base" C-2 District.
- B. Pages 2 - 3, Section A. Specifies desired principal permitted use exceptions to allow single-family, two-family, zero lot line two-family, and multi-family dwellings within the PD Overlay District #4-00 (PD/C-2 #4-00) to promote the mixed-use development concept master plan layout. *Findings: This request was reviewed in accordance with standards for granting use exceptions under Section 23-151(h)(1)-(3) of the Municipal Code: 1. The desired residential uses support the purpose of PD Overlay District #4-00. 2. The desired residential uses are not detrimental on the surrounding existing residential and commercial neighborhoods. 3. The desired residential uses are listed in the draft Implementation Plan Document.*
- C. Page 4, Sections B. 1. Retain the original maximum building height exception of 105 feet listed in Implementation Plan Document No. 1376284.
- D. Pages 4 - 5, Sections B. 1. - 5. Specifies building height and setbacks, lot width and area, and lot coverage regulations meeting the current "base" C-2 District regulations, except the minimum 10 feet front yard setback is reduced to zero (0) for mixed use buildings to encourage walkability. In addition, it specifies yard setbacks for residential dwellings to accommodate the proposed traditional residential neighborhood land use area.
- E. Page 5, Section B. 6. Specifies minimum off-street parking space requirements consistent with current mixed-use development regulation listed in Chapter 23, Zoning (reduced parking spaces by 50%, if desired) rather than a traditional commercial development parking regulation.
- F. Page 5, Section B. 7. Allows current Thrivent monument signs to remain in their current location and size.
- G. All other applicable Municipal Code regulations including but not limited to outdoor lighting, signage, and site plan approval, apply to the land area within the PD Overlay District #4-00.

Findings of Fact:

This request was reviewed in accordance with the standards for granting amendments to a PD Overlay District, Development Plan (in this case a concept master plan) and Implementation Plan Document under Section 23-151(o) of the Municipal Code: It appears the criteria established has been satisfied. Related excerpts are listed below.

- 1) In what respects the proposed plan is or is not consistent with the stated purpose, requirements and standards of the PD regulations.

Findings: No inconsistencies found. The land use patterns shown on the proposed concept master plan encourages a mixed-use development consisting of proposed green space, parks, trails, single-family, multi-family, commercial, mixed-use buildings, offices and park/trails.

- 2) The extent to which the proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property and the reasons why such departures are or are not deemed to be in the public interest.

Findings: The zoning ordinance exceptions listed in the draft Implementation Plan Document are consistent with previous approved exceptions. The proposed zoning ordinance exceptions implement the proposed land use designations and Thrivent's new office building per concept master plan Exhibit: D. These departures do not appear to cause undue adverse impact on the public or character of the existing neighborhood or other matters affecting the public health, safety, or general welfare.

- 3) The extent of public benefit of the PD in terms of meeting planning objectives and enhancing the tax base and economic development. Any specific beneficial actions, plans, or programs agreed to in the PD proposal which are clearly beyond the minimum requirements of this chapter shall be specifically listed as evidence of justified exceptions.

Findings: PD Overlay District #4-00 will continue to enhance the City's tax base and promote the goals and objectives of the Appleton Comprehensive Plan 2010-2030, as stated in this report. In addition, the proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development.

- 4) The physical design of the proposed plan and the manner in which said design makes adequate provision for public services, provides adequate control over vehicular traffic, provides for common open space and furthers the amenities of light, air, recreation and visual enjoyment.

Findings: The proposed land use patterns and street network patterns depicted on the concept master plan will further be evaluated by staff with these factors in mind as the proposed development progresses into the civil engineering design review stage.

- 5) The relationship and compatibility of the proposed plan to the adjacent properties and neighborhood.

Findings: The proposed land use patterns depicted on the concept master plan appear to provide a vibrant neighborhood community for people to live, work, meet everyday shopping and social needs within a unified development. This appears to be compatible with the existing adjacent commercial properties and residential neighborhoods.

Request #3: Rezoning #6-24 (zoning map amendment):

Applicant's Request: The applicant's request is to amend the current R-2 Two-family District zoning boundary line from AG Agricultural District and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent road right-of-way, per attached Zoning Map Exhibit: C. These amendments accommodate the implementation of the proposed land use designations and Thrivent's new office building, per concept master plan Exhibit: D.

Standards for Zoning Map Amendments: This request was reviewed in accordance with the standards for granting a Zoning Map Amendment under Section 23-65(d)(3) of the Municipal Code: It appears 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. *Findings: If Future Land Use Map Amendment #1-24 is approved, to identify the land for future one- and two-family residential designation and mixed-use, the rezoning requests will be in conformance with the Comprehensive Plan 2010-2030.*
 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. *Findings: College North Neighborhood Plan – Chapter 4: Market Study 2020-2030: The average annual housing need is about 301 units per the market study. The rezoning requests will help to meet the demand for housing in Appleton as specified in the market study.*
 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. *Findings: The subject area can be served by existing infrastructure and public services. Detailed impacts on the transportation and pedestrian network adjacent to the proposed development will be assessed and mitigation provided for during the Traffic Impact Analysis and Subdivision Plat review phase.*
 2. The effect of the proposed rezoning on surrounding uses. *Findings: The subject site is nearby existing single-family residential uses on North Meade Street, East Apple Creek Road, North Gardenwood Lane, and East Wyndmere Drive. Commercial offices and health care uses exist along North Ballard Road to the east of the subject site. The proposed R-2 Two-family District allows the land to develop with uses compatible with adjacent uses.*

Technical Review Group (TRG) and Plat Review Team (PRT) Report: Staff, across multiple departments, have provided written comments to Thrivent and the Land By Label Team relevant to the concept master plan materials. Staff will continue to work with the Thrivent and Land By Label Team to review and provide recommendations on existing and proposed infrastructure impacts with regard to traffic/transportation, street design/improvements, water resources/stormwater, wetlands, water and wastewater utilities, and other applicable considerations as the development project progresses into the subdivision plat review phase.

STAFF RECOMMENDATION

Request #1: Based upon the above analysis, staff recommends City of Appleton *Comprehensive Plan 2010-2030* Future Land Use Map Amendment #1-24 for the subject properties from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B and the attached resolution, **BE APPROVED**;

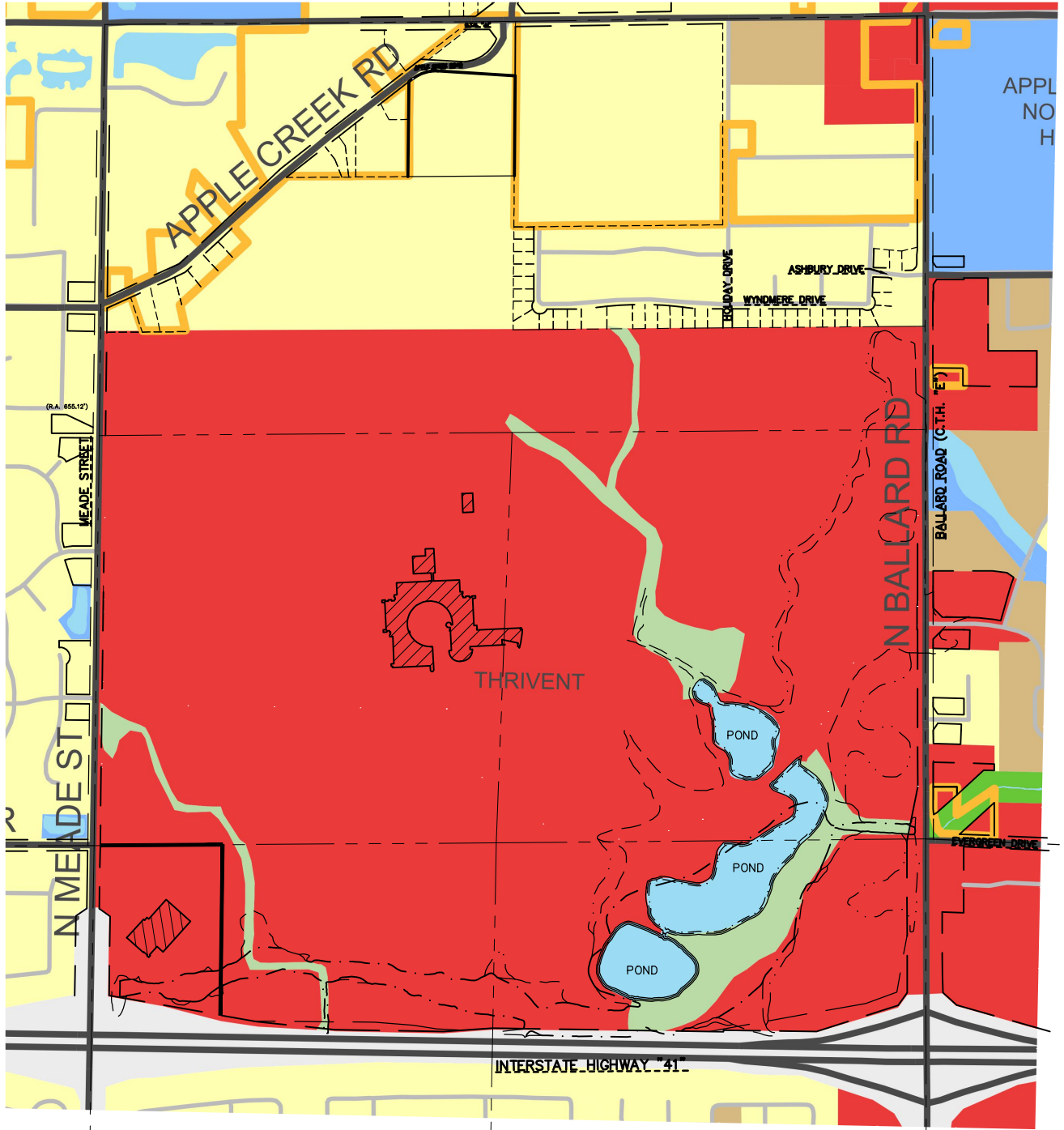
Request #2: Based upon the above analysis and standards for amendments to PD Overlay Districts as required by Section 23-151(o) of the Zoning Ordinance, staff recommends that the Planned Development Overlay District #4-00 zoning district line be amended from R-2 Two-family District and R-1A Single-family District to Planned Development Overlay General Commercial District (PD/C-2 #4-00) for the subject properties, including to the centerline of the respective adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described in the Implementation Plan Document attached, **BE APPROVED** subject to the following:












1. The attached Implementation Plan Document must be notarized and signed by the property owner and then be submitted to the Community Development Department for City signatures. The Implementation Plan Document must be recorded in the Outagamie County Register of Deeds' Office by the property owner per Section 23-151(m)(2)f. and g. of the Municipal Code; and

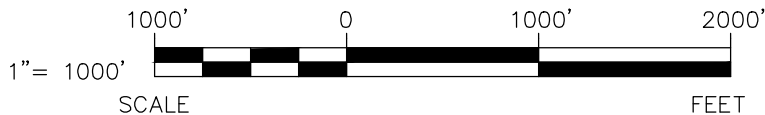
Request #3: Based upon the above analysis and the standards for zoning map amendments as required by Section 23-65(d)(3) of the Zoning Ordinance, staff recommends Rezoning #6-24 to rezone the subject properties from R-1A Single-Family, AG Agricultural and PD/C-2 #4-00 to R-2 Two-family District, including to the centerline of the adjacent right-of-way(s) as shown on the attached map (Exhibit: C) and described on the application form, **BE APPROVED**.

NOTE: If approved, the PD Overlay District Amendment #4-00 and Rezoning #6-24 will be reported out at the same Common Council meeting as the proposed Comprehensive Plan Amendment #1-24. This will be done simultaneously to coincide with the change in future land use from future Agricultural and Private Open Space and Commercial land use designation, per attached Exhibit: A, to One and Two Family Residential and Mixed-Use future land use designation, per attached Exhibit: B.

EXISTING FUTURE LAND USE EXHIBIT : A



- | | | | |
|---|--------------------------------|---|-------------------------------------|
|  | One and Two-Family Residential |  | Industrial |
|  | Multifamily Residential |  | Public / Institutional |
|  | Commercial |  | Public Parks and Open Space |
|  | Mixed-Use |  | Agricultural and Private Open Space |
|  | Central Business District |  | Ponds/Water |
|  | Business / Industrial | | |

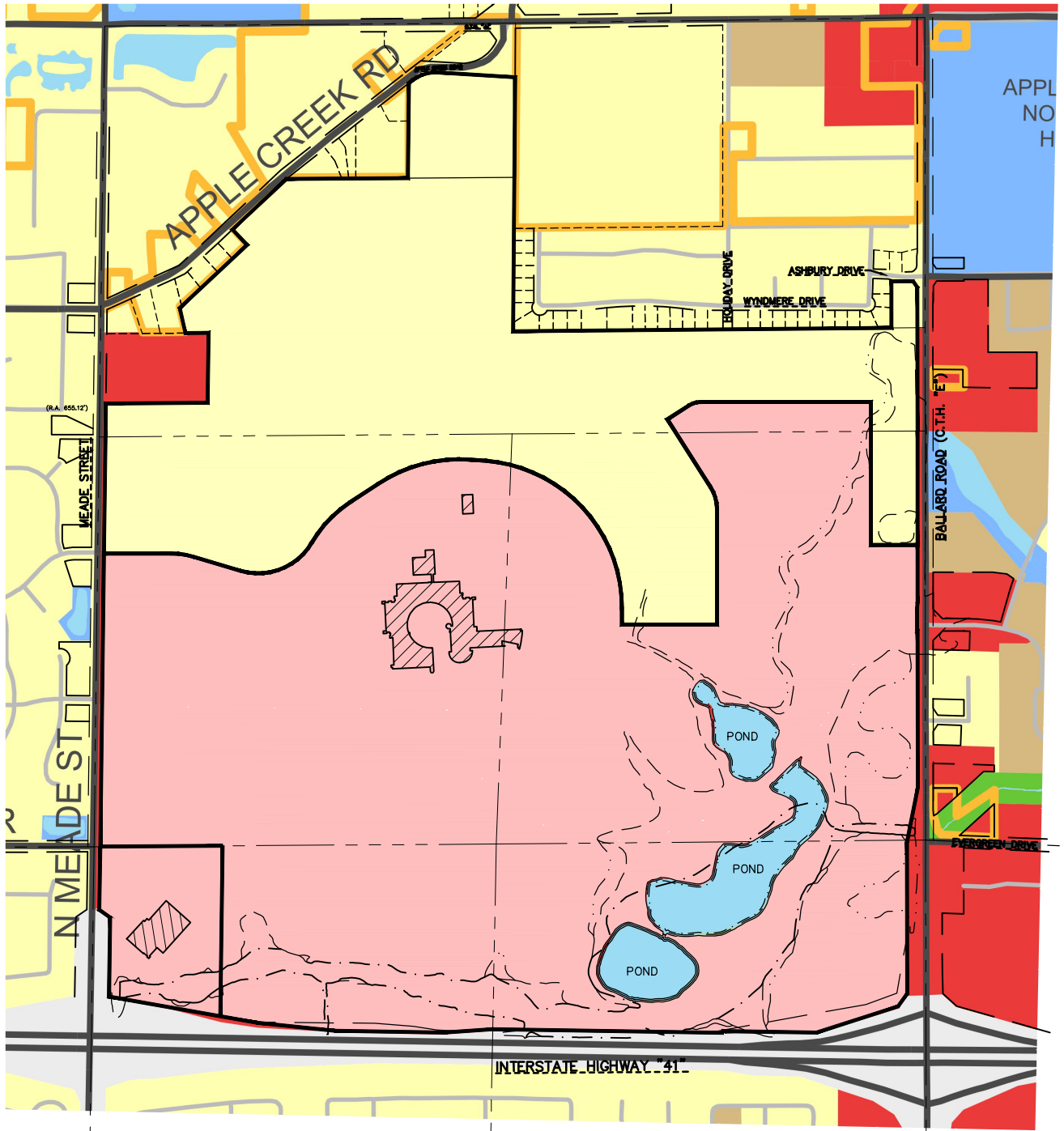










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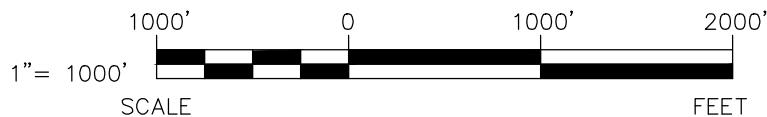
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PROPOSED FUTURE LAND USE EXHIBIT: B



- | | |
|--|---|
|  One and Two-Family Residential |  Industrial |
|  Multifamily Residential |  Public / Institutional |
|  Commercial |  Public Parks and Open Space |
|  Mixed-Use |  Agricultural and Private Open Space |
|  Central Business District |  Ponds/Water |
|  Business / Industrial | |

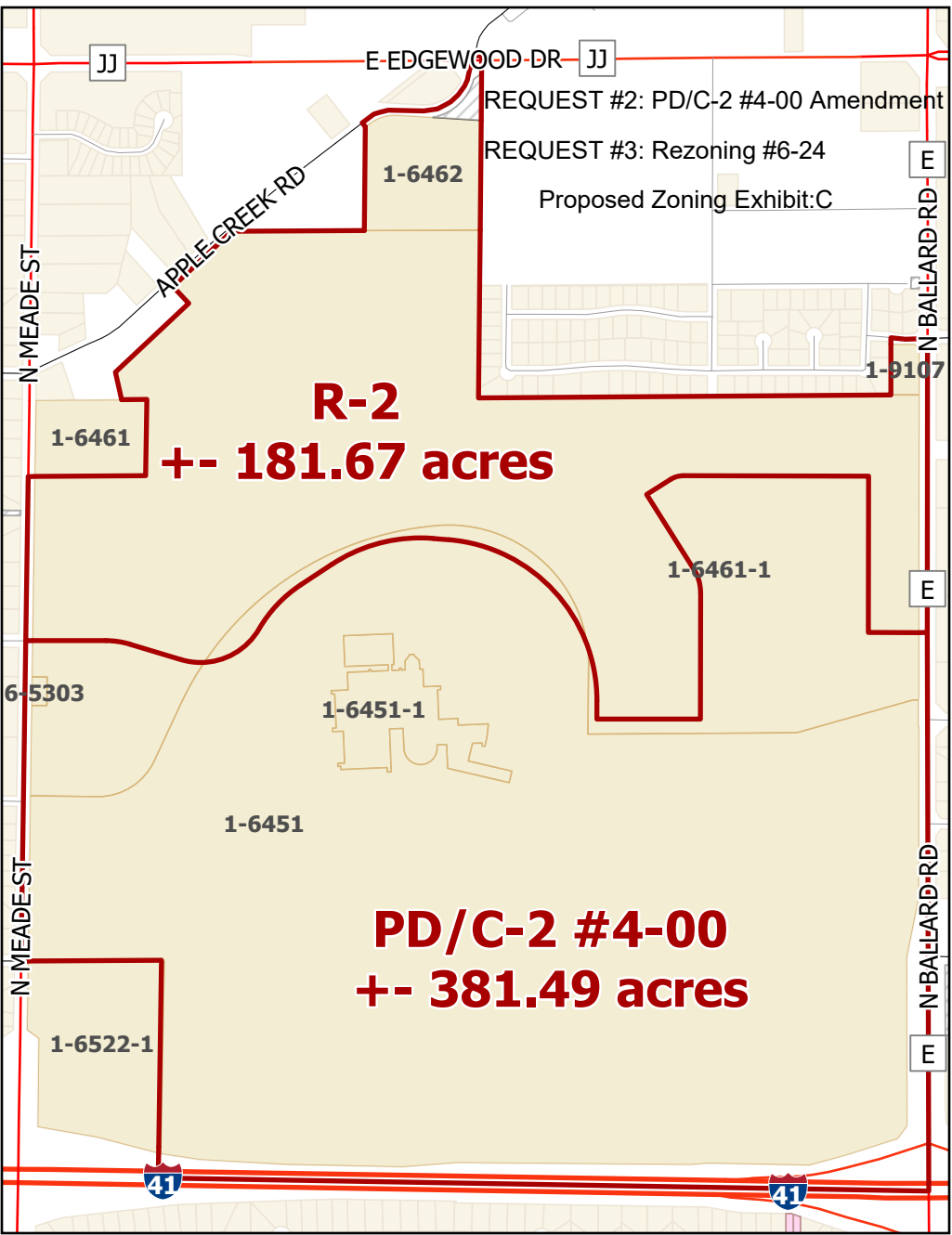
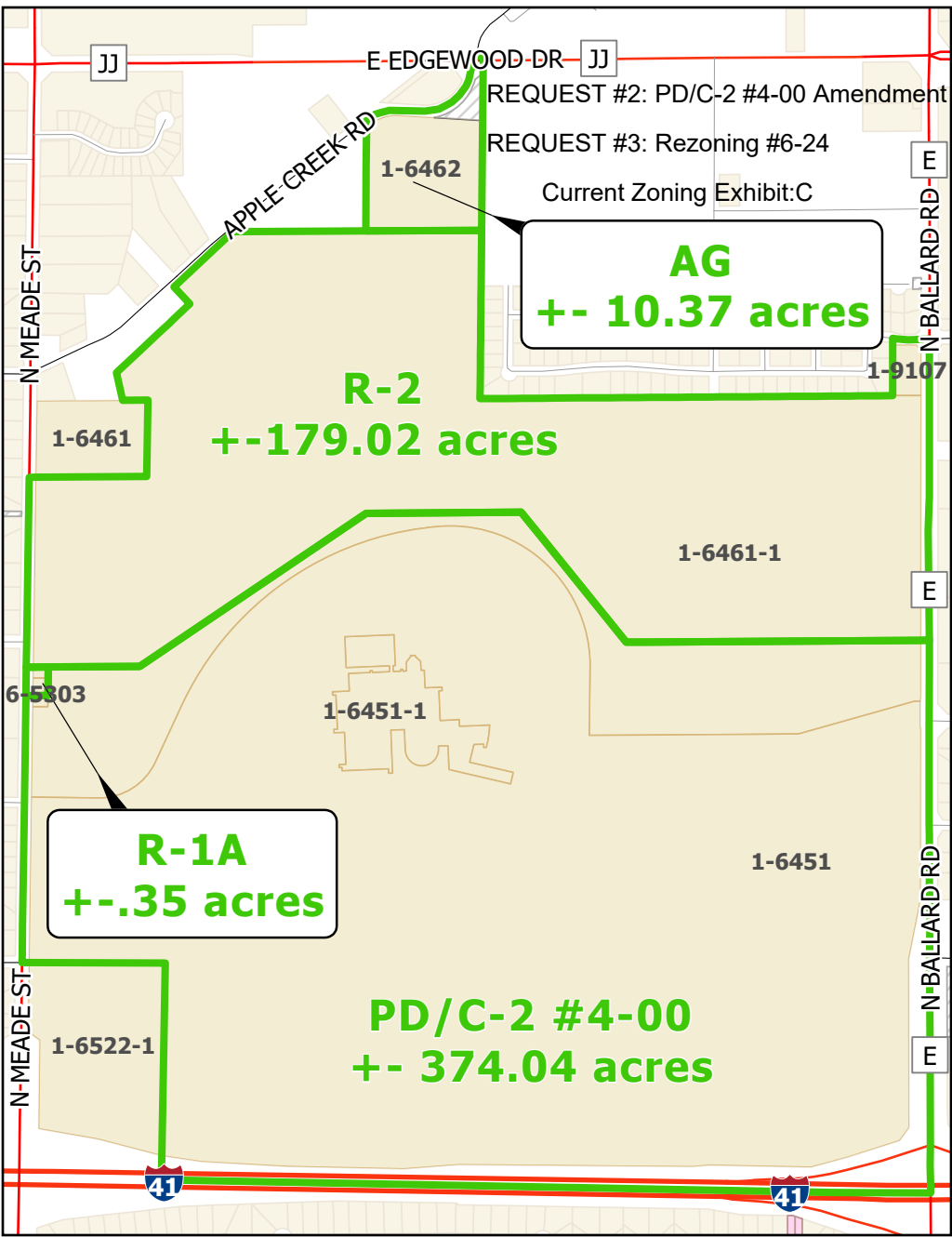




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Thrivent Property

Zoning Classification Changes

Legend

- Current Zoning
- Proposed Zoning
- Tax Parcel

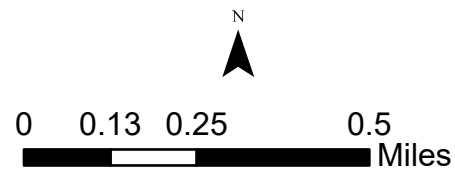
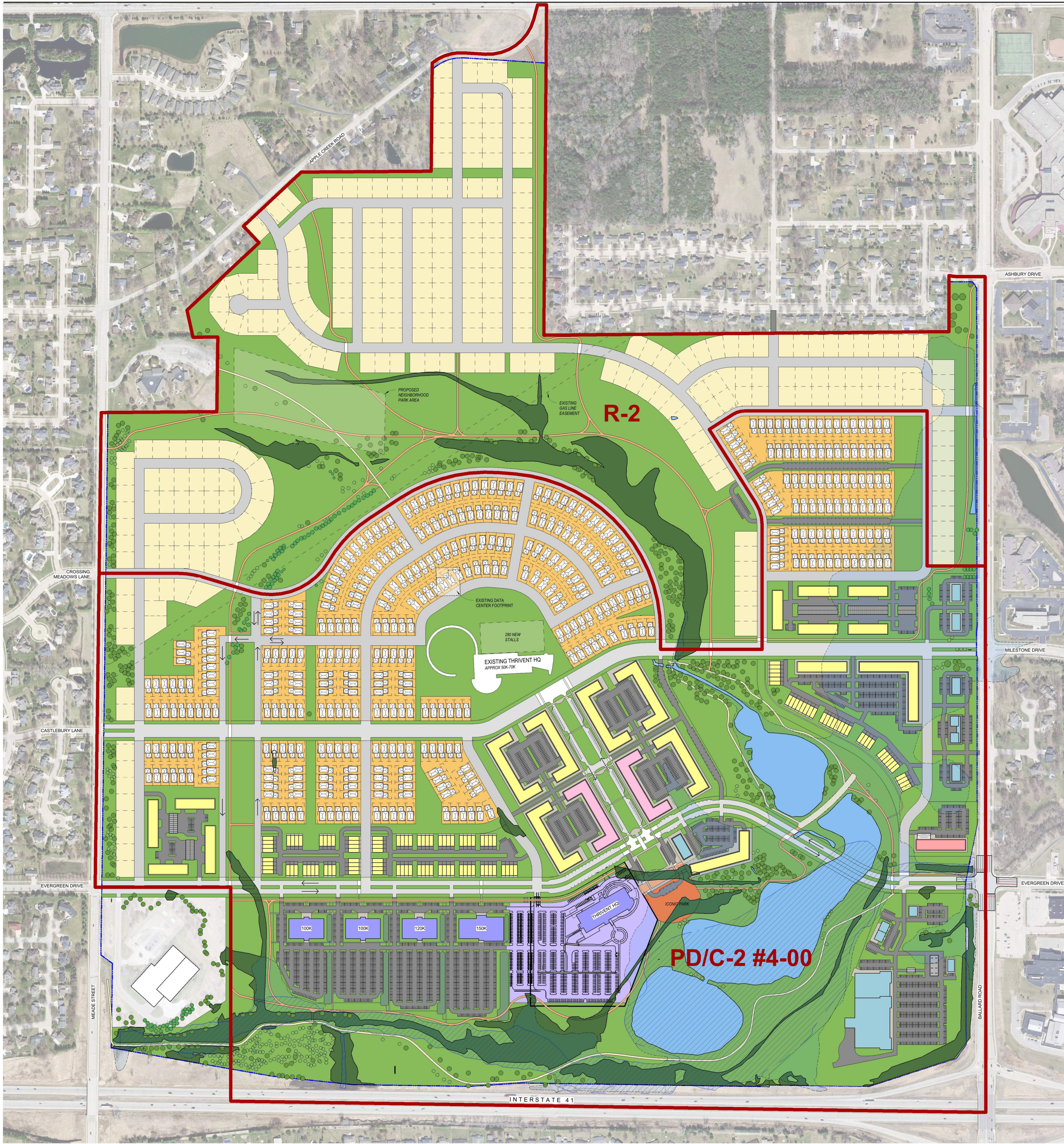


EXHIBIT: D

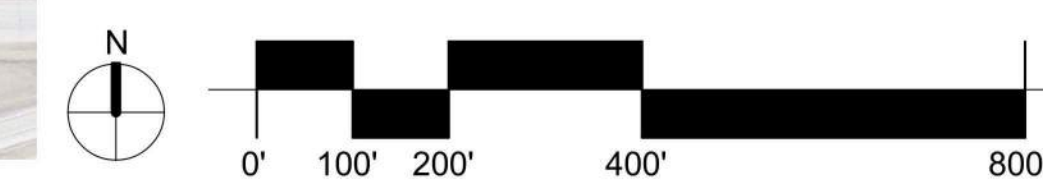
Proposed Thrivent Concept Master Plan



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT -
 APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_05	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	
(2 LEVELS EACH)		

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	
10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)				

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	118,400 R ²	473,600 R ²	

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
C_03	164,000 R ²	232,400 R ²	153,200 SF	

C_01 FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02 15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03 6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES



EXHIBIT: D
Proposed Thrivent Concept Master Plan

1 SITE - BASE
1" = 300'-0"

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

**RESOLUTION
CITY OF APPLETON**

**ADOPTION OF THE RECOMMENDED AMENDMENT TO THE COMPREHENSIVE
PLAN AS PREPARED BY THE CITY OF APPLETON PLAN COMMISSION**

WHEREAS, the Common Council of the City of Appleton pursuant to Section 62.23 of the Wisconsin Statutes, has established a City Plan Commission; and

WHEREAS, on March 3, 2010, the Common Council adopted the City of Appleton Comprehensive Plan to promote public health, safety and welfare of the City by effectively guiding long-range growth and development within the City and its statutory extraterritorial planning jurisdiction; and

WHEREAS, Chapter 12: Implementation, Comprehensive Plan Update Procedures, of the Comprehensive Plan was created in the City of Appleton Code of Ordinances to provide procedures and criteria for amending and updating the City of Appleton Comprehensive Plan; and

WHEREAS, members of the public were invited to make comments at a meeting held on July 24, 2024, by the City Plan Commission, wherein the following Comprehensive Plan amendment (Amendment #1-24) herein adopted was reviewed and commented upon by members of the public; and

WHEREAS, the City of Appleton Plan Commission has reviewed the recommended amendment to the Comprehensive Plan Future Land Use Map at a meeting held on July 24, 2024, and

WHEREAS, the City of Appleton Plan Commission reviewed the following Comprehensive Plan Amendments, found these amendments to meet the criteria outlined in Chapter 12: Implementation, Comprehensive Plan Update Procedures, warranting inclusion in this resolution

1. Having been filed with the City Clerk by the City of Appleton Community Development Department requesting a Comprehensive Plan Future Land Use Map Amendment #1-24 to change future land use designations:

From: Future Agricultural and Private Open Space and Commercial land use designation, per Exhibit: A,

To: Future One and Two Family Residential and Mixed-Use land use designation, per Exhibit: B.

WHEREAS, members of the public, adjacent and nearby local governmental units will be given a 30-day review and comment period prior to the public hearing, which will be conducted by the Common Council for the Comprehensive Plan proposed amendment; and

WHEREAS, after said public hearing, the Common Council will decide whether to adopt by ordinance the proposed amendments to the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan may be used as the basis for, among other things, updating the zoning ordinance, accomplishing extraterritorial zoning and as a guide for approving or disapproving actions affecting growth and development within the jurisdiction of the City of Appleton; and

WHEREAS, this Comprehensive Plan may from time to time be amended, extended, or added to in greater detail; and

NOW, THEREFORE, BE IT RESOLVED, by the City of Appleton Plan Commission that the recommended Comprehensive Plan amendments are hereby adopted as a part of the City of Appleton Comprehensive Plan 2010-2030 pursuant to §66.1001(4), Wis. Stats. and that the Plan Commission recommends said Comprehensive Plan amendments to the City of Appleton Common Council for adoption by ordinance, after a 30-day public review and comment period and public hearing.

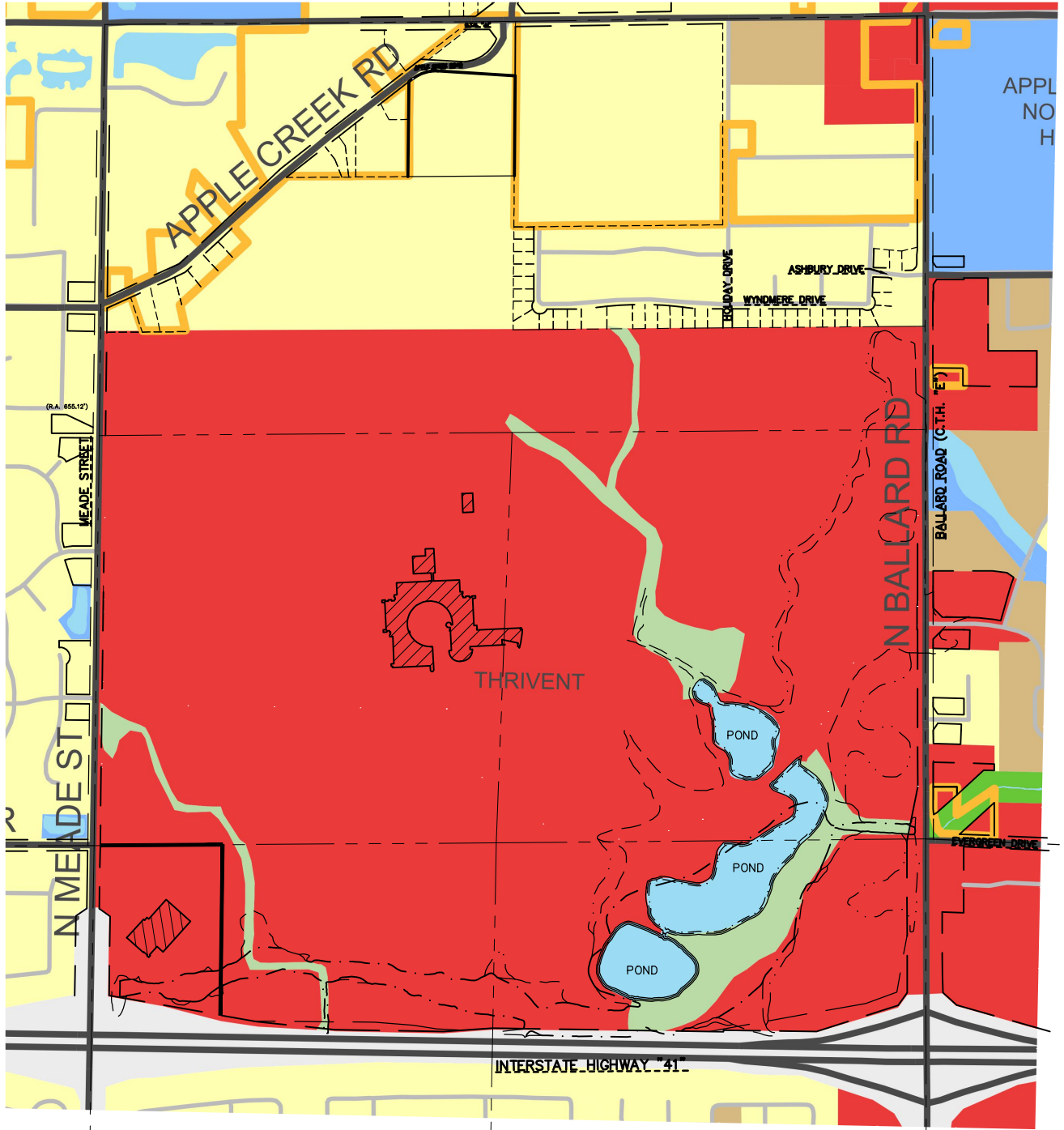
Adopted this _____ day of _____, 2024.












Jacob A. Woodford, Mayor

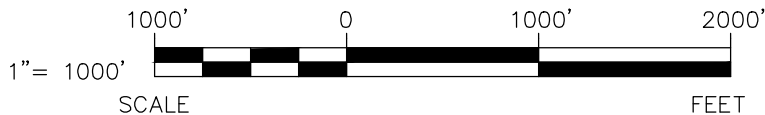
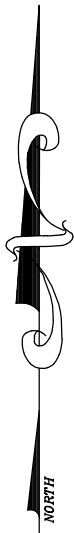
ATTEST:

Kami Lynch, City Clerk

EXISTING FUTURE LAND USE EXHIBIT: A



- | | | | |
|---|--------------------------------|---|-------------------------------------|
|  | One and Two-Family Residential |  | Industrial |
|  | Multifamily Residential |  | Public / Institutional |
|  | Commercial |  | Public Parks and Open Space |
|  | Mixed-Use |  | Agricultural and Private Open Space |
|  | Central Business District |  | Ponds/Water |
|  | Business / Industrial | | |

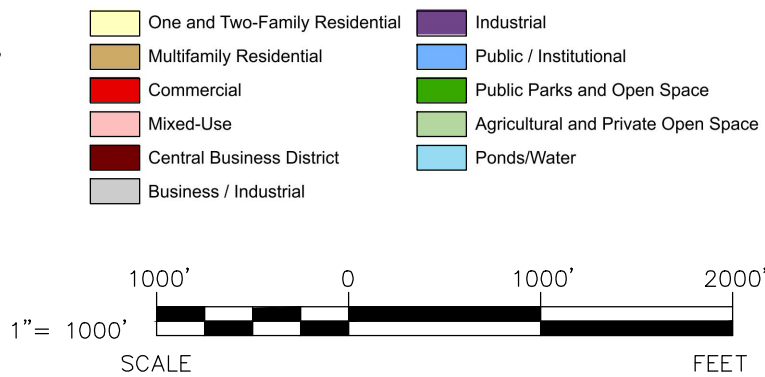
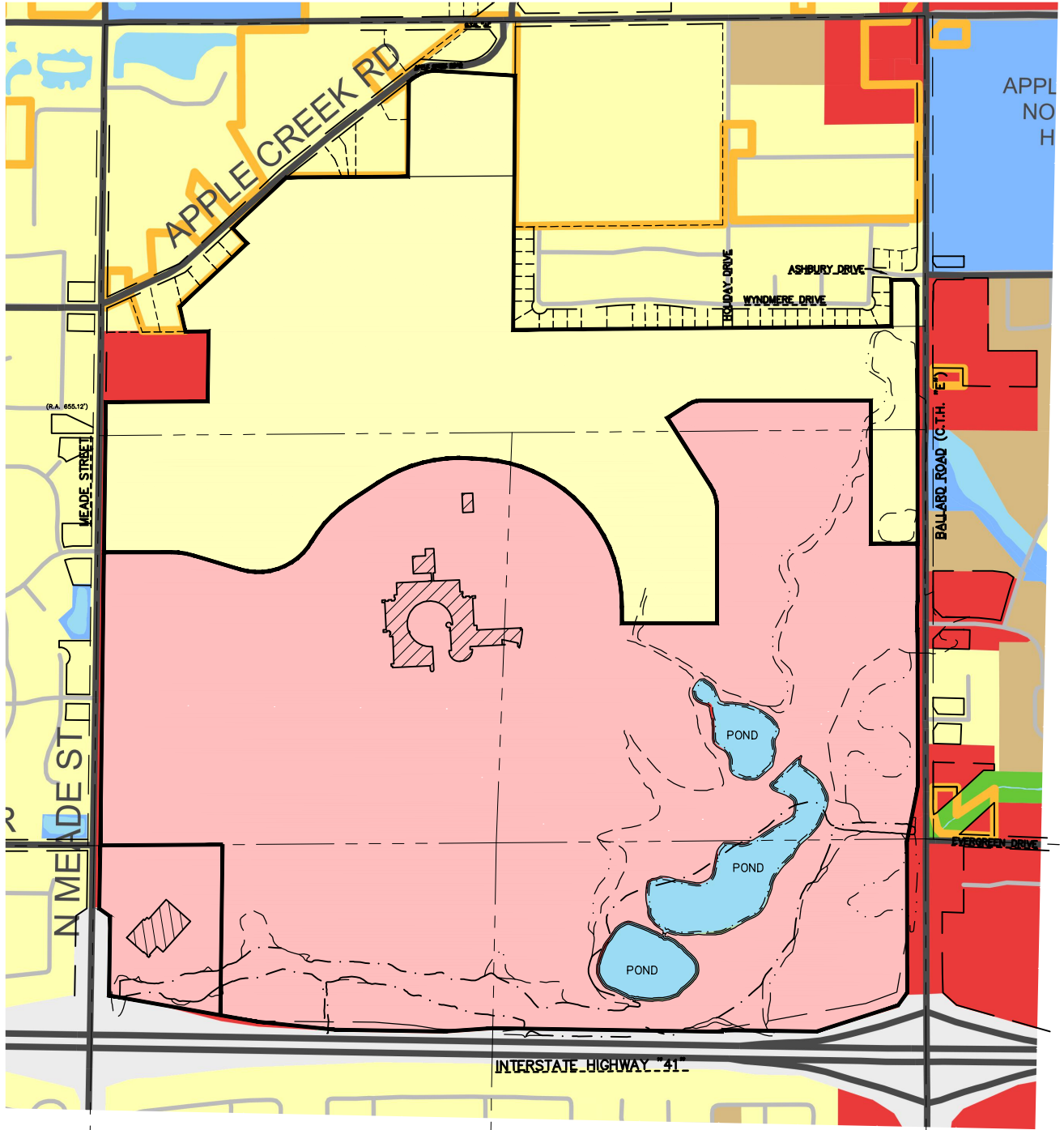


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PROPOSED FUTURE LAND USE EXHIBIT: B



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IMPLEMENTATION PLAN DOCUMENT FOR PLANNED DEVELOPMENT (PD #4-00)

PLANNED DEVELOPMENT DESIGNATION

WHEREAS, the Aid Association for Lutherans (AAL) Planned Development Designation for PD Rezoning #4-00 (PD #4-00) went into effect on the date when the Implementation Plan Document for PD #4-00 was recorded in the Outagamie County Register of Deeds Office, Wisconsin, on August 11, 2000, as Document No. 1376284.

WHEREAS, Aid Association for Lutherans, a Wisconsin corporation, changed its name to Thrivent Financial for Lutherans, a Wisconsin corporation, effective May 21, 2002 (the "Owner/Developer").

WHEREAS, certain changes to the Implementation Plan Document No 1376284 are permitted in accordance with the requirements of Section 23-151(p) of the Appleton Zoning Ordinance.

WHEREAS, an official map amendment is permitted in accordance with Section 23-65(d)(2) of the Appleton Zoning Ordinance.

WHEREAS, the property Owner/Developer desires to repeal Implementation Plan Document No. 1376284 in accordance with Section 23-151(p)(1) of the Appleton Zoning Ordinance and replace it with this IPD, which recreates the provisions and district boundary lines, as further described below for the real estate described on the attached Exhibit A ("the Property") . After recording of this Implementation Plan Document, all references to PD #4-00 will mean and refer to this Implementation Plan Document.

Record and return copy to:
City of Appleton
Community Development Department
100 N. Appleton Street
Appleton, WI 54911

WHEREAS, Section 23-151 of the Appleton Municipal Code requires the recordation of an Implementation Plan Document in the Outagamie County Register or Deeds; and

WHEREAS, the parties hereto wish to notify all interested parties of the existence of said Implementation Plan Document;

NOW, THEREFORE, in consideration of the foregoing recitals, the Owner/Developer and the City hereby notify all interested parties as follows:

1. **Existence of Implementation Plan for PD #4-00.** The parties hereto have entered into mutually agreeable Development and Implementation Plan Document for the Property. This designation establishes the land uses which shall be permitted on the Property, development standards, and a general development plan, that must be complied with by the Owner/Developer and all subsequent property owners or agents of the property owners.
2. **Location of Implementation Plan.** This Implementation Plan Document for PD #4-00 approved by Appleton Common Council action on _____, 20____ and executed by the parties on the date of filing with the Outagamie County Register of Deeds' office and is also on file with the Appleton Community Development Department, 100 North Appleton Street, Appleton, WI and is subject to review and reproduction by all interested parties upon request.
3. **Subsequent Purchasers.** A Planned Development (PD) is a zoning overlay district under the City of Appleton Zoning Ordinance. The Implementation Plan Document exists for Planned Developments (PDs) under this zoning category and are covenants that run with the land. Accordingly, all future purchasers of Property zoned PD should become familiarized with the individual requirements attached to that specific Property.
4. **Amendments to Implementation Plans.** Pursuant to Section 23-151 of the Appleton Municipal Code, major changes in a PD require approval by the City Council and subsequent recording of the amendment. The Community Development Director may approve Minor Amendments.
5. **Development Guidelines and Conditions.** PD #4-00 shall comply with the following development standards:

A. **LAND USES**

1. **Principal Permitted Uses.**

Residential Uses

- Assisted living or retirement homes
- Nursing or convalescent homes
- Dwelling, single-family

- Dwelling, two-family
- Dwelling, zero lot line for two-family
- Dwelling, multi-family, for three (3) or more units per apartment building or townhouses

Public and Semi-Public Uses

- Clubs
- Day care, group
- Education institutions; business, technical or vocational school
- Educational institutions; college or university
- Governmental facilities
- Hospitals
- Marina or boat landings
- Museums
- Places of worship
- Public parks or playground
- Recreation facilities; non-profit
- Registered historic places open to the public and having retail space occupying not more than 10% of the gross floor area of the building

Non-Residential Uses

- Automobile maintenance shops
- Commercial entertainment; excluding sexually-oriented establishments
- Drive through facilities pursuant to Section 23-49
- Greenhouses or greenhouse nurseries
- Hotel or motels
- Manufacturing, custom pursuant to Section 23-66(h)(16)
- Multi-tenant building
- Offices
- Painting/Craft studio without alcohol sales
- Parking lots
- Parking garages
- Personal services
- Printing
- Professional services
- Data center
- Restaurants (without alcohol)
- Restaurants, fast food
- Retail businesses
- Shopping centers
- Towing businesses pursuant to Section 23-66(h)(15)
- Urban farms pursuant to Section 23-66(h)(17)
- Veterinarian clinics
- Bar or taverns pursuant to Section 23-66(h)(6)
- Car washes

- Craft-Distillery pursuant to Section 23-66(h)(19)
- Gasoline sales pursuant to Section 23-66(h)(8)
- Microbrewery/Brewpub pursuant to Section 23-66(h)(19)
- Outdoor commercial entertainment pursuant to Section 23-66(h)(11)
- Painting/Craft studio with alcohol sales pursuant to Section 23-66(h)(6)
- Restaurants with alcohol pursuant to Section 23-66(h)(6)
- Tasting rooms pursuant to Sections 23-66(h)19 and/or 21
- Winery pursuant to Section 23-66(h)21

2. **Accessory uses, buildings and structures, Fences and walls, Refuse container and dumpster enclosures, Drive through facilities** are permitted within PD #4-00 in connection with the permitted uses, pursuant to Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.
3. **Temporary uses and structures** are permitted within PD #4-00 pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

B. DEVELOPMENT STANDARDS

1.
 - a. **Maximum building height** shall not exceed 35 feet for single-family detached dwelling, two-family dwellings and zero lot line two-family dwellings.
 - b. **Maximum building height** shall not exceed 60 feet for multi-family dwellings.
 - c. **Maximum building height** for all other uses shall not exceed 105 feet as was previously permitted.
2.
 - a. **Minimum individual lot width** shall be 40 feet for single-family detached dwellings.
 - b. **Minimum individual lot width** shall be 30 feet for zero lot line dwellings and two-family dwellings shall.
 - c. **Minimum individual lot width** shall be 60 feet for all other uses.
3.
 - a. **Minimum individual lot area** shall be 4,000 square feet for single-family detached dwellings, zero lot line dwellings and two-family dwellings.
 - b. **Minimum individual lot area** shall be 14,000 square feet for all other uses.

4. **Minimum front, rear, and side lot line setbacks** shall be:
- a. Front lot line setback:
 - i. For mixed-use buildings: 0 feet
 - ii. For all other uses: 10 feet
 - iii. For single-family detached dwellings adjacent to an alley: 4 feet.
 - b. Rear lot line setback:
 - i. For single-family detached dwellings: 4 feet
 - ii. For all other uses: 20 feet
 - c. Side lot line setback:
 - i. For single-family detached dwellings, two-family dwellings and zero lot line two-family dwellings: 5 feet
 - ii. For all other uses: No side lot line setback, unless abutting a residentially zoned district, then shall be 10 feet, not including zero lot line two-family dwellings
 - iii. For zero lot line two-family dwellings with a common wall: No side lot line setback
5. a. **Maximum individual lot coverage** shall be 90% for multi-family dwellings and mixed-use buildings.
- b. **Maximum individual lot coverage** shall be 75% for all other uses.
6. **Parking, loading/unloading, bicycle and landscaping standards** shall be as specified pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended, except the minimum number of off-street parking and loading spaces shall be calculated as follows:

Exception. Calculation of Off-Street Parking and Loading Spaces: The minimum required number of off-street parking and loading spaces for specific uses listed in the off-street parking and loading section pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended are reduced by fifty percent (50%) for permitted uses in PD #4-00.

The minimum number of off-street parking and loading spaces required to serve the existing building identified on Exhibit B – Concept Master Plan attached here as "Data Center", which is roughly 18,000 square feet, and is utilized as a data center, shall be 12 stalls.

7. **Signs and Outdoor Lighting.**

- a. All signs shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended. The existing monument signage shown on Exhibit B – Zoning Boundary Depiction shall be allowed to remain at their current location and size within PD#4-00. The monument signs are allowed to be maintained including changing the sign copy/message related to uses and activities within PD#4-00.

- b. All exterior lighting fixtures, either mounted on the building or freestanding, shall comply with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended

8. **Site Plan Review Application.** Prior to obtaining a building permit within PD #4-00, minor site plan or site plan review and approval shall be required for principal, accessory buildings, structures and uses in accordance with Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

9. **Application of the Municipal Code of the City of Appleton.** In conjunction with land uses and development provisions listed above, the Municipal Code of the City of Appleton as now in effect or hereafter amended applies to all land and land development on the property, unless otherwise stated in this document.

C. **INSTALLATION OF REQUIRED IMPROVEMENTS** – The installation of all required improvements, including but not limited to, driveway access, stormwater, streets, sidewalks, bike paths, water systems, sewer systems, fire protection, utilities shall be in accordance with all applicable City Appleton regulations.

D. GENERAL PROVISIONS

1. **Enforcement.** The provisions of this Implementation Plan Document for PD #4-00 shall be effective and in force unless so amended as required by pursuant to the Chapter 23, Appleton Zoning Code as now in effect or hereafter amended.

2. **Breach of Provisions of PD #4-00.**

If at any time any provision or requirements stated in PD #4-00 have been breached by the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof any property, the City may withhold approval of any or all platting or the issuance of any or all grading or building permits or occupancy permits applied for on the Property, until such breach has been remedied.

3. **Binding Effect.**

PD #4-00 shall run with the land and be binding upon the Owner/Developer, their respective successors, representatives and assigns, and all persons who may hereafter acquire an interest in the Property or any part thereof, with the exception that provisions of this designation may be modified through an amendment in accordance with the procedure stated in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments. This Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description; Exhibit B - Zoning Boundary Depiction, and Exhibit C - Concept Master Plan) shall be recorded in the Outagamie Register of Deeds Office in order to put

prospective purchasers or other interested persons on notice as to the terms contained herein. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.

4. Entire Designation

This Implementation Plan Document for PD #4-00 contains all provisions and requirements incumbent upon the Owner/Developer relative to PD #4-00, except as modified by subsequent action of the Appleton Common Council in accordance with procedures set forth in Chapter 23, Appleton Zoning Code as now in effect or hereafter amended to amend planned developments, and except that nothing contained herein shall be construed as waiving any requirements of the Appleton Municipal Code or other regulations otherwise applicable to the development of the Property.

5. Recording of Development Plan and Implementation Plan Document of PD #4-00

- a. This Implementation Plan Document for PD #4-00 must be signed by both the City and the Owner/Developer and must be recorded by in the Outagamie Register of Deeds' Office and a recorded copy of the Implementation Plan Document for PD #4-00 and Exhibits (Exhibit A - Legal Description, Exhibit B- Zoning Boundary Depiction, and Exhibit C- Concept Master Plan) shall be provided to the Appleton Community Development Department. This constitutes approval of the Implementation Plan Document for PD #4-00. Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.
- b. No permit allowing construction of a building or other development, shall take place on the Property until the required recording of the Implementation Plan Document for PD #4-00 is accomplished.

Dated this _____ day of _____, 20____.

By: _____
Owner

Title:

By: _____
Developer

Title:

STATE OF WISCONSIN)
)ss
COUNTY OF _____)

Personally came before me this _____ day of _____, 20____, the above named _____, and _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

The above Implementation Plan Document for PD#4-00 was drafted by the undersigned at the request of the Property Owner/Developer.

(Insert Applicant's Name) _____
Drafter's Signature

Date

Approved as to form:

CITY OF APPLETON, a Wisconsin
Municipal Corporation

Attorney

By: _____ Appleton City
Mayor

Attest: _____
City Clerk

STATE OF WISCONSIN)
)ss
COUNTY OF OUTAGAMIE)

Personally came before me this _____ day of _____, 20____, the above-named Mayor of City of Appleton, and City Clerk of City of Appleton, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Notary Public, State of Wisconsin
My Commission expires

Exhibit: A

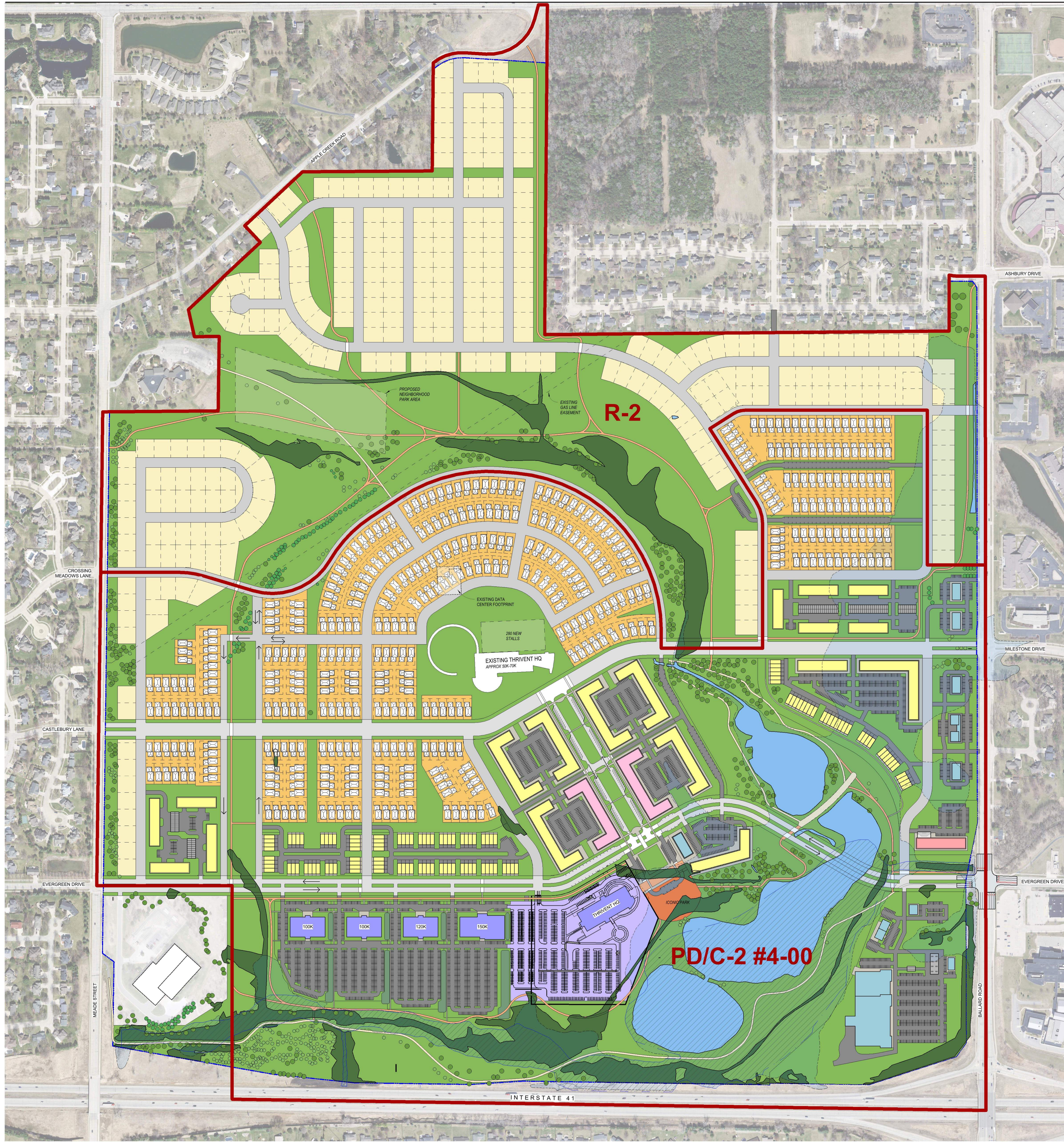
Legal Description

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 12, and part of the Northwest 1/4 and Northeast 1/4 of the Northwest 1/4 and part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 13, all being located in Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 12; thence South 00°-02'-21" East along the East line of said Southeast 1/4, a distance of 734.04 feet; thence North 90°-00'-00" West, a distance of 50.00 feet to the West right-of-way line of Ballard Road, said point being the point of beginning; thence continuing North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; thence North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence South 00°-43'-29" West along said East line, a distance of 1,885.41 feet to the South line of the Southwest 1/4 of said Section 12; thence North 89°-36'-54" East along said South line, a distance of 787.74; thence South 00°-46'-59" West, a distance of 1,095.87 feet to the Northerly right-of-way line of Interstate Highway "41"; thence South 79°-59'-24" East along said Northerly line, a distance of 238.64 feet; thence South 84°-00'-22" East along said Northerly line, a distance of 502.02 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 700.00 feet; thence North 86°-20'-30" East along said Northerly line, a distance of 317.96 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 1,484.19 feet; thence North 00°-51'-04" East along said Northerly line, a distance of 10.00 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 598.15 feet; thence North 72°-14'-50" East along said Northerly line, a distance of 549.98 feet; thence North 35°-43'-57" East along said Northerly line, a distance of 101.12 feet to the West right-of-way line of Ballard Road; thence North 00°-07'-51" West along said West line, a distance of 974.99 feet; thence North 11°-15'-34" East along said West line, a distance of 357.19 feet; thence North 00°-02'-21" West along said West line, a distance of 1,007.86 feet; thence South 89°-57'-40" West, a distance of 3.00 feet; thence North 00°-02'-21" West along said West line, a distance of 149.03 feet; thence North 05°-40'-03" East along said West line, a distance of 30.17 feet; thence North 00°-02'-21" West along said West line, a distance of 372.84 feet to the point of beginning and containing 381.485 acres (16,617,492 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

EXHIBIT: B

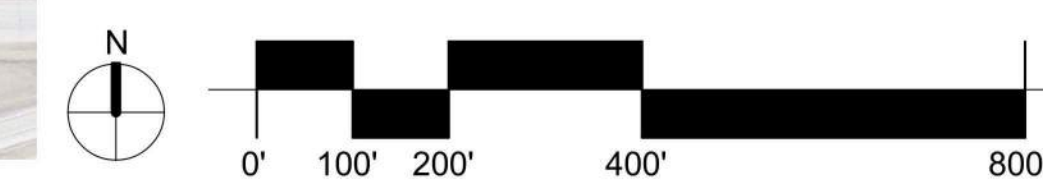
Proposed Thrivent Concept Master Plan
 and Zoning Boundary Depiction



LEGEND

	EXISTING POND EXTENTS
	EXISTING WETLANDS
	PROPOSED GREEN SPACE
	PROPOSED PUBLIC RIGHT-OF-WAY
	PROPOSED PRIVATE DRIVE, ROAD, AND/OR PARKING AREA
	SINGLE FAMILY RESIDENTIAL ZONES 1/8-ACRE AND 1/4-ACRE LOTS
	DESTINATION / ICONIC PARK
	HOTEL BUILDING / PARCEL
	COMMERCIAL-RETAIL BUILDINGS / PARCELS
	MIXED USE BUILDINGS / PARCELS
	MULTI-FAMILY BUILDINGS / PARCELS
	OFFICE BUILDINGS / PARCELS
	PROPOSED NEW THRIVENT HQ PARCEL
	ZONING BOUNDARY/DESIGNATION
	PROPOSED NEW TRAIL
	EXISTING TRAIL TO REMAIN
	EXISTING LANDSCAPE AND VEGETATION TO REMAIN

NOTE Concept Master Plan is for illustrative purposes only. Locations and densities of contemplated Permitted Uses is subject to change.



△ Revisions

IDEATION PHASE-1
 THRIVENT - APPLETON

Date Issued: 07-02-2024
 RINKA project #: 220701
 Sheet Title

FULL SITE TEST FIT
 - FUTURE

Sheet # IP1-06A

CONCEPT MASTER PLAN IS FOR ILLUSTRATIVE PURPOSES ONLY. LOCATIONS AND DENSITIES OF CONTEMPLATED PERMITTED USES IS SUBJECT TO CHANGE.

ZONE AREAS - COMPLETE		
Zone	Area (AC)	Area (SF)
A_02	10.6 acres	460,040 R ²
C_01	19.3 acres	841,400 R ²
C_02	8.1 acres	353,450 R ²
C_03	2.8 acres	122,250 R ²
M_04	3.6 acres	156,000 R ²
M_05	5.8 acres	245,840 R ²
O_01	6.1 acres	266,000 R ²
O_02	5.1 acres	221,000 R ²
O_03	4.7 acres	204,000 R ²
O_04	4.2 acres	182,220 R ²
O_E	12.4 acres	538,150 R ²
O_T	12.6 acres	549,010 R ²
S_01	7.5 acres	326,960 R ²
S_02	5.1 acres	220,500 R ²
T_01	2.9 acres	123,000 R ²
T_02	3.1 acres	135,000 R ²
T_03	3.1 acres	135,000 R ²
T_04	3.1 acres	135,000 R ²
T_05	3.5 acres	151,240 R ²
T_06	4.3 acres	186,700 R ²
T_07	2.8 acres	121,500 R ²
T_08	2.8 acres	121,500 R ²
T_09	1.4 acres	62,130 R ²
T_10	4.8 acres	209,820 R ²
T_11	4.4 acres	189,750 R ²
T_12	4.6 acres	199,660 R ²
T_13	4.7 acres	206,240 R ²
T_13x	2.0 acres	87,300 R ²
T_14	5.1 acres	220,300 R ²
T_15	6.4 acres	279,310 R ²
T_16	3.8 acres	164,920 R ²
T_17	6.0 acres	259,910 R ²
T_18	2.7 acres	118,210 R ²
T_19	2.0 acres	87,760 R ²
X_01	11.4 acres	496,060 R ²
X_3	3.1 acres	135,910 R ²
Z_01	0.9 acres	39,240 R ²
Z_02	2.4 acres	106,260 R ²
Z_04	4.1 acres	178,950 R ²
Z_05	4.0 acres	172,340 R ²
Z_06	4.5 acres	194,400 R ²
Z_07	3.1 acres	136,460 R ²
Z_08	2.9 acres	125,460 R ²
Z_09	4.5 acres	194,400 R ²
Z_10	4.5 acres	194,400 R ²
Z_11	5.4 acres	237,310 R ²
Z_12	2.0 acres	86,030 R ²
Z_13	3.8 acres	164,850 R ²
Z_15	3.3 acres	145,920 R ²
Z_16	3.4 acres	150,130 R ²
Z_17	3.3 acres	142,120 R ²
Z_18	2.1 acres	90,200 R ²
Z_19	1.5 acres	66,000 R ²
Z_20	4.3 acres	187,070 R ²
Z_22	2.0 acres	85,050 R ²
Z_30	0.7 acres	32,400 R ²
Z_31	0.7 acres	32,400 R ²
Z_32	0.7 acres	32,400 R ²
Z_33	0.7 acres	32,400 R ²
Z_34	2.7 acres	118,800 R ²
Z_35	2.6 acres	111,400 R ²
Z_36	4.6 acres	201,330 R ²
270.2 acres		

ZONE M - TOWNHOMES		
ZONE	Approx. Units	Notes
M_04	34	Townhomes - self parked
M_05	52	<varies>
M_05	86	

ZONE A - MULTI-FAMILY & TOWNHOMES		
ZONE	Approx. Units	Notes
A_01	182	<varies>
A_01	182	

ZONE T - TND 1/8-ACRE LOTS - FUTURE		
Zone	Units (+/-)	Notes
T_01	17	TND - self parked
T_02	18	TND - self parked
T_03	18	TND - self parked
T_04	18	TND - self parked
T_05	17	TND - self parked
T_06	26	TND - self parked
T_07	16	TND - self parked
T_08	16	TND - self parked
T_09	8	TND - self parked
T_10	27	TND - self parked
T_11	26	TND - self parked
T_12	27	TND - self parked
T_13	29	TND - self parked
T_14	30	TND - self parked
T_15	38	TND - self parked
T_16	22	TND - self parked
T_17	34	TND - self parked
T_18	15	TND - self parked
T_19	22	TND - self parked
T_19	424	

ZONE Z - SINGLE FAMILY 1/4-AC LOTS		
ZONE	Approx. Units	Notes
Z_01	3	Single-Family 1/4 Ac - self parked
Z_02	9	Single-Family 1/4 Ac - self parked
Z_04	18	Single-Family 1/4 Ac - self parked
Z_05	23	Single-Family 1/4 Ac - self parked
Z_06	18	Single-Family 1/4 Ac - self parked
Z_07	10	Single-Family 1/4 Ac - self parked
Z_08	10	Single-Family 1/4 Ac - self parked
Z_09	18	Single-Family 1/4 Ac - self parked
Z_10	18	Single-Family 1/4 Ac - self parked
Z_11	19	Single-Family 1/4 Ac - self parked
Z_12	6	Single-Family 1/4 Ac - self parked
Z_13	14	Single-Family 1/4 Ac - self parked
Z_14	9	Single-Family 1/4 Ac - self parked
Z_15	11	Single-Family 1/4 Ac - self parked
Z_16	11	Single-Family 1/4 Ac - self parked
Z_17	12	Single-Family 1/4 Ac - self parked
Z_18	8	Single-Family 1/4 Ac - self parked
Z_19	6	Single-Family 1/4 Ac - self parked
Z_20	16	Single-Family 1/4 Ac - self parked
Z_22	11	Single-Family 1/4 Ac - self parked
Z_30	3	Single-Family 1/4 Ac - self parked
Z_31	3	Single-Family 1/4 Ac - self parked
Z_32	3	Single-Family 1/4 Ac - self parked
Z_33	3	Single-Family 1/4 Ac - self parked
Z_34	11	Single-Family 1/4 Ac - self parked
Z_35	8	Single-Family 1/4 Ac - self parked
Z_36	16	Single-Family 1/4 Ac - self parked
Z_36	297	

ZONE S - GARDEN STYLE APTS		
ZONE	Approx. Units	Notes
S_01	120	Mixed Surface & Garage Parking
S_02	100	Mixed Surface & Garage Parking
S_02	220	

(2 LEVELS EACH)

ZONE X - MIXED USE				
ZONE	Approx. Units	Suggested Minimum Parking	Parking Count	Notes
X_01	402	635	623	Mixed Surface & Garage Parking
X_02	412	650	630	Mixed Surface & Garage Parking
X_03	108	162	223	
X_03	922	1447	1476	

10-15K TOTAL RETAIL (@ MAJOR INTERSECTION)

ZONE O - OFFICE			
ZONE	Footprint (+/-)	Total GSF	Notes
O_01	37,800 R ²	151,200 R ²	3,333 Parking Stalls per 1,000SF
O_02	30,100 R ²	120,400 R ²	3,333 Parking Stalls per 1,000SF
O_03	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
O_04	25,200 R ²	101,000 R ²	3,333 Parking Stalls per 1,000SF
		118,400 R ²	473,600 R ²

O_T THRIVENT HEADQUARTERS 300K
O_E EXISTING OFFICE LOT (NOT IN SCOPE)

ZONE C - COMMERCIAL				
ZONE	Footprint (+/-)	Total GSF	Retail GSF	Notes
C_01	112,100 R ²	112,100 R ²	112,100 SF	4 Parking Stalls per 1,000SF
C_02	38,900 R ²	98,300 R ²	19,100 SF	4 Parking Stalls per 1,000SF
C_03	13,000 R ²	22,000 R ²	22,000 SF	4 Parking Stalls per 1,000SF
		164,000 R ²	232,400 R ²	153,200 SF

C_01 FUEL STATION +/- 2 ACRES
10-15K RETAIL
65-100K GROCERY RETAILER

C_02 15K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)
HOTEL @ 150 KEYS, 4FL

C_03 6-10K RETAIL (EVENLY DISTRIBUTED ACROSS PARCEL)

TOTALS

OVERALL SITE ACREAGE: 580.8 AC

RETAIL: 120-175K

OFFICE: 450-500K

APPROXIMATE RESIDENTIAL UNITS: 2,200 - 2,300 UNITS

- 220 GARDEN STYLE
- 1,000+/- MULTIFAMILY
- 400 TND (1/8 ACRE LOT)
- 300 SINGLE FAMILY (1/4 ACRE LOT)
- 120 TOWNHOMES

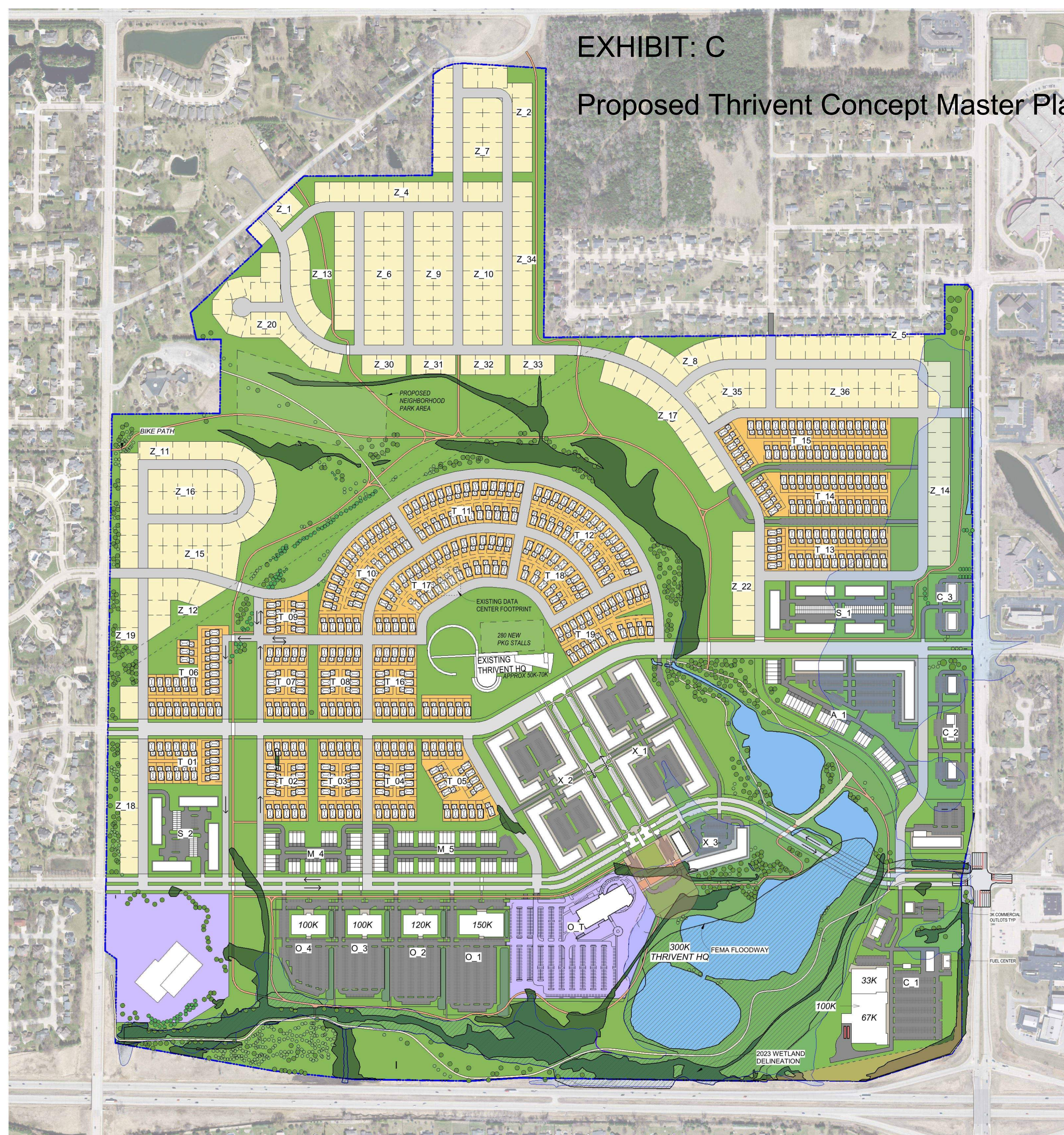


EXHIBIT: C
Proposed Thrivent Concept Master Plan

1 SITE - BASE
1" = 300'-0"

△ Revisions

IDEATION PHASE 1
THRIVENT - APPLETON

Appleton, WI
Date Issued: 06.21.2024
RINKA project #: 220701
Sheet Title

FULL SITE PROGRAM - TEST FIT - COMPLETE

Brenda Broeske

From: Colin Sigmund <colinsigmund@gmail.com>
Sent: Tuesday, July 16, 2024 2:29 PM
To: Don Harp
Subject: Re-adjusting plan

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Don,

My name is Colin Sigmund and I am a resident of the Silverleaf Court neighborhood adjacent to the Thrivent property. I'd like to briefly discuss concerns and possible addendums to the current master plan prior to its final implementation. Speaking on behalf of our small community, we are collectively concerned that undesirable commercial businesses, a hotel, and other developments within the C2 district of the master plan would harm our property value and generally be unfavorable.

Per the results of the various surveys and exhaustive community discussions regarding the development, it appeared as though maintenance of green space/waterways/parks/natural area was by far the most desirable. Given that the fountain/ponds, walking paths, and other natural walkways exist primarily within the southeastern part of the property, wouldn't it make most sense to preserve this region without substantial development? The agricultural plots that currently exist in the C2 plot could be added to the already beautiful southeastern portion of the 600 acre property.

Alternatively, the C2 and possible hotel developments could be moved between the O_E and O_1 plots as this is already slated to be more of a commercialized/non residential portion of the overall 600 acre property. I find this to have 2 main benefits. One, it would place possible restaurants (C2) closer to office spaces (O_E, O_1, O_2, and O_3) where workers could more easily dine for lunch/dinner during or after work. This dynamic would be mutually reinforcing. Essentially, workers from O_E through O_3 would more likely patronize C2-based businesses while the leases of the office spaces would more likely be filled because there are retail amenities nearby for its employees. Two, It would provide improved advertisement for the local commercial or retail businesses (C2) due to its location relative to highway 41 w/ signage.

Thanks,
Silverleaf Court neighborhood

Attention: This message was sent from a source external to the City of Appleton. Please use caution when opening attachments or clicking links.

Brenda Broeske

From: Don Harp
Sent: Wednesday, July 24, 2024 12:14 PM
To: Brenda Broeske
Subject: FW: Comments on Thrivent Development

Hi Brenda,

Could you please print this email for the City Plan Commission.

Thank you,
Don

From: Matt Clark <Matt.Clark@Miron-Construction.com>
Sent: Wednesday, July 24, 2024 12:11 PM
To: Don Harp <Don.Harp@Appleton.org>
Subject: Comments on Thrivent Development

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Mr Harp,

My name is Matthew Clark and my wife Kay and I live at 4701 N Gardenwood Lane. I am writing to you about a few comments and questions we have about the proposed development since we will not be able to attend the meeting tonight in person.

I would be lying if I did not first say that one of the reasons, we bought our property eight years ago was because of the country feel while still in the city limits. Our kids have enjoyed watching the farmer plant and harvest his crops the past several years. And the abundant amount of wildlife that we get to watch walk through the field and our backyard has also been a bonus. That being said, of course we would prefer this land stay as it has been but we realize it is not our property and we have to respect the planning that has gone into the proposed changes.

Our main concern with this new development is what will happen with all the rainwater. In the past few years we have witnessed many major rain events that have filled the drainage ditch behind our property for many days. And in the past few weeks we have witnessed even larger amounts of rain fall wash over the whole field and flood the ditch as well as parts of our property. By adding more paved and hard surfaces the area for rainfall to soak into the ground versus run off is greatly increased and I hope this does not lead to more flooding events in the drainage ditch.

We also have concerns about placing a trail through this drainage ditch. During the spring and early summer that ground is quite soft and soupy from all the snow melt and spring rain. To add a paved trail would again limit the amount of soil that could absorb this moisture or lead to more erosion with it moving quickly over the paved surface.

Our last concern would be that throughout all of this development the amount of dust and noise would be considered and plans developed to control them.

Thank you

Matt and Kay Clark
4701 N Gardenwood Lane

Matt Clark, LEED Green Associate
Conceptual Estimator
matt.clark@miron-construction.com

Miron Construction Co., Inc.
PH 920.969.7080 | FX 920.751.8150
1471 McMahon Drive | Neenah, WI 54956
MIRON-CONSTRUCTION.COM



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Brenda Broeske

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Thursday, August 1, 2024 4:13 PM
To: Don Harp
Subject: Re: Land use planning for Thrivent site in Appleton, Wi

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Don,

Yes, please do. That would be very helpful. Thank you and thank you also for notifying me of the time of the next meeting.

Doug Timmel

On Aug 1, 2024, at 3:51 PM, Don Harp <Don.Harp@Appleton.org> wrote:

Good afternoon Douglas,

Thank you for the email. The land use requests for the Thrivent redevelopment concept master plan are schedule to be placed on the September 4, 2024, Common Council meeting agenda. We are still in the comment period, did you want me to forward your comments onto the Common Council prior their September 4th meeting?

Thank you,
Don

mage001.jpg>

Don Harp, Principal Planner
City of Appleton, Community Development Department
100 N. Appleton Street, Appleton, WI 54911
O: 920-832-6466 | don.harp@appletonwi.gov
Appleton.org

From: DOUG TIMMEL <timmeldh@aol.com>
Sent: Monday, July 29, 2024 12:47 PM
To: Eric.merriman@thrivent.com; samantha.mehrotra@thrivent.com; Emily.c@landbylabel.com; Don Harp <Don.Harp@Appleton.org>
Cc: John Weyenberg <johnw@foxcitiesshabitat.org>; Amy McGowan <AmyM@foxcitiesshabitat.org>
Subject: Land use planning for Thrivent site in Appleton, Wi

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To: Eric Merriman, Samantha Mehrotra - Thrivent Financial
Emily Cialdini, Land by Label
Don Harp - Appleton Community Development Department

Re: Thrivent Financial Mixed Use Redevelopment Proposal for Land in the city of Appleton

I have been following with interest the redevelopment proposals for the Thrivent site in Appleton. Kudos to you for involving the community, and getting input from many sources.

My father was one of the earlier employees of (then) AAL beginning in 1957, and working there as a very successful local agent for over 30 years. I, and all of my family, remain members of Thrivent today and we all live in the Fox Valley. Our local network consists of many of our friends who are from the Thrivent “family”, in some cases going back three generations.

AAL (now Thrivent) has always been a large and prominent partner of Habitat for Humanity. While it is not true as much today, at one time Thrivent contributed nearly \$10MM a year to Habitat for Humanity to provide for affordable housing nationally. Thrivent continues to encourage and support the organization, through members volunteer activities, and Thrivent Choice dollars, and direct donations. I personally have supported Habitat for Humanity for over 20 years serving on the Board of Directors to Habitat, and advisor to numerous Boards around the country. I have been involved in many “hands on” build projects in Pennsylvania, California, Florida and the Fox Valley. Although I am not serving on the local Board of Directors, I am on the Development Committee of the Fox Valley chapter of Habitat for Humanity, .

I am sure we would all agree the need for affordable housing options is acute in the Fox Valley region. Appleton and other local communities have identified this as a crucial need, and are taking some steps to address it. The Fox Valley chapter of Habitat for Humanity has begun to struggle finding affordable land for housing. With land and housing costs soaring, people are not donating lots or land like they had in the past. In the past year the Fox Valley chapter was able to construct 16 homes for deserving families, and while it is a significant accomplishment, it is a modest dent in the overall needs. Habitat for Humanity really needs is affordable and well located land - suitable for a development of Habitat homes. A parcel of land is the most cost effective and efficient way to build a neighborhood of homes for those who need it the most.

Your plans today indicate areas set aside generally designated as residential housing. I am sure anxious contractors and developers will only be too glad to snap up this valuable and well located real estate. As you develop your plans for “100’s of residential properties” it would be generous and smart for Thrivent to specifically donate a parcel of land which would be set aside for Habitat for Humanity homes. This would help local deserving and hard working families, and the good of the community for decades to come. I would

implore you to seriously consider this request. If the land would not be specifically and purposely designated by Thrivent for Habitat, it will quickly be acquired by the best possible bidders, and the needs of the lower income community will be ignored. Thank you very much for your consideration.

Douglas Timmel

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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

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

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.

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.

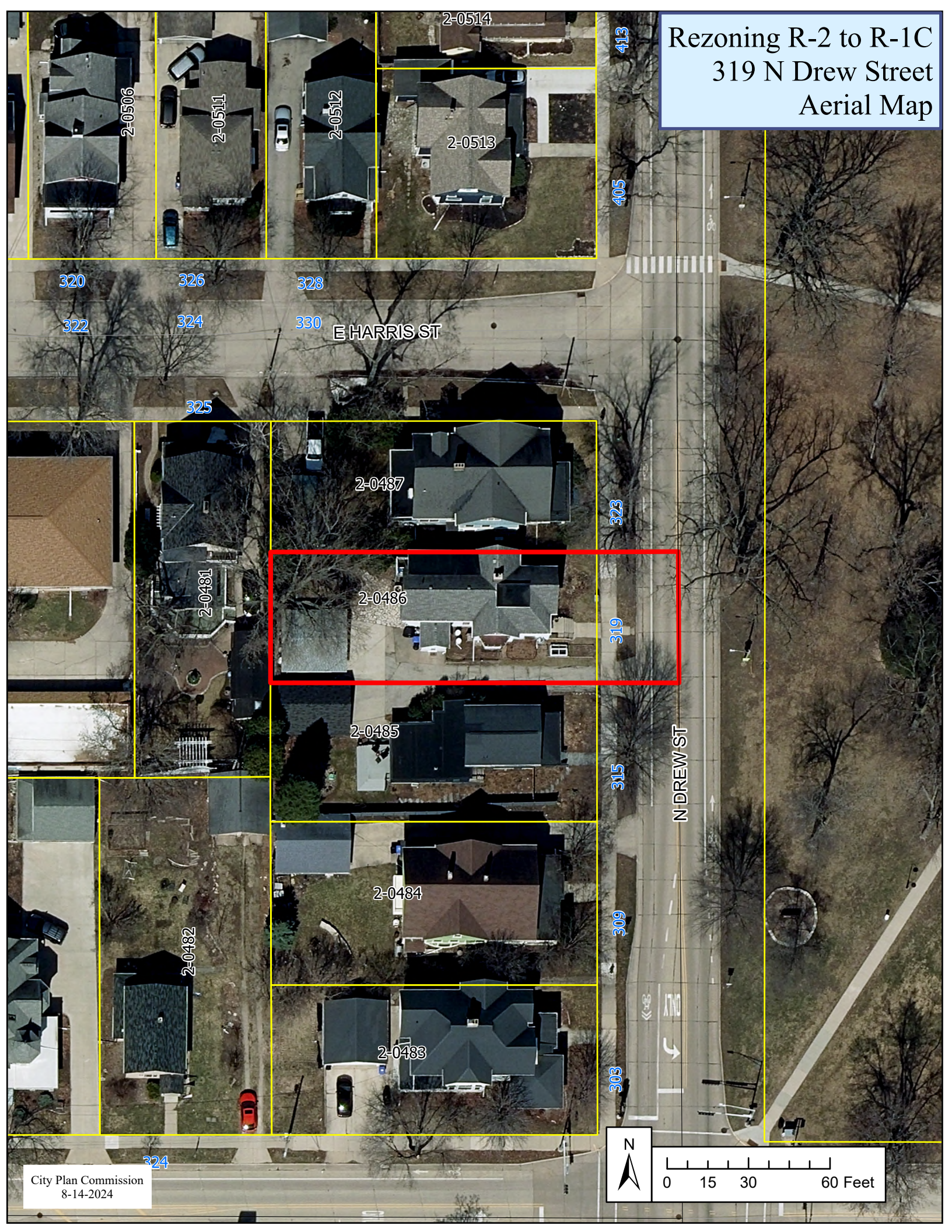
- a. Prior to making a recommendation on a proposed rezoning, the Plan Commission shall make a finding to determine if the following conditions exist. No rezoning of land shall be approved prior to finding at least one of the following:
 1. The request for a zone change is in conformance with the Comprehensive 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
Aerial Map



320 326 328
322 324 330
E HARRIS ST

413
405
323
319
315
309
303

N DREW ST

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 28, 2024
To: Plan Commission
From: David Kress, Deputy Director of Community Development
Subject: Annual Review of Business Improvement District (BID) Operating Plan

GENERAL INFORMATION

On behalf of Jennifer Stephany, Executive Director of Appleton Downtown Inc., please find the attached 2025 Business Improvement District (BID) Operating Plan for your review and recommendation.

Staff has reviewed the Operating Plan, and there are no BID boundary changes proposed. The annual BID map is included in Appendix F of the Operating Plan.

Page 9 of the Operating Plan identifies the parcels that are removed from or added to the schedule of assessments. Only BID contributing parcels are listed in the schedule of assessments (Appendix E). The language on page 8 clarifies how contributing versus non-contributing status is determined.

Business Improvement Districts are regulated by Section 66.1109 of the Wisconsin State Statutes. These Statutes require that a BID Operating Plan be reviewed and approved by the local legislative body on an annual basis. The Plan Commission is being asked to review and make recommendation to the Common Council in regard to the submitted 2025 Operating Plan.



2025
Downtown Appleton Business
Improvement District Operating Plan

Downtown Appleton Business Improvement District Operating Plan 2025

I. Preface

Wisconsin Act 184, signed into law in 1984, gives Wisconsin municipalities the power to establish business improvement districts (BIDs) within their communities upon petition of at least one property owner within the proposed district. The State Legislature created 66.1109 of the Wisconsin Statutes (the “BID Law”) to provide a mechanism by which business properties within an established district could voluntarily assess themselves to pay for programs aimed at promoting, developing, redeveloping, managing and maintaining the district. In many instances, BIDs are established in downtowns so property owners can jointly attract tenants and increase the value of their properties.

Business improvement district assessments are quite similar to traditional special assessments wherein property owners are assessed for improvements or services that benefit them. Unlike traditional special assessments, however, business improvement district assessments can be used to finance a wide range of activities, services, and improvements. Business improvement districts in Wisconsin have been used to fund a broad scope of activity including business retention and recruitment programs, marketing and promotional activities, environmental enhancement and maintenance programs, and crime prevention and security activities.

Pursuant to the BID Law, this shall be, when adopted, the 2025 Operating Plan for the Downtown Appleton Business Improvement District. This Operating Plan has been prepared by Appleton Downtown Incorporated (ADI) in partnership with the Business Improvement District Board of Directors and Appleton Downtown Board of Directors.

As used herein, BID shall refer to the business improvement district’s operating and governance mechanism, and “District” shall refer to the property located within the physical boundaries of the business improvement district, as provided herein.

Further development of the District through establishment of the BID is proposed because:

1. The BID law provides a mechanism whereby private property owners can work together in conjunction with the City to develop the district.
2. Existing public funding sources used to maintain and promote the district may not be sufficient. Unified development efforts will have to be financed with new private resources as well as existing public dollars.
3. The District is dynamic, including properties of varying types and sizes. Some form of cost sharing is necessary because it is not feasible for a small group alone or the City of Appleton to support District development efforts. The BID Plan provides a fair and equitable mechanism for cost sharing which will benefit all businesses and properties within the district.
4. Use of the BID mechanism helps to ensure that the entire District will be promoted, programmed and developed as expeditiously as possible.

The property owners advocating the continuation of the BID view it as a method to build on work previously done in the community to improve the downtown. These property owners and the board of directors of Appleton Downtown Inc. have pledged to work cooperatively with other organizations and the City of Appleton to enhance the vibrancy and overall health of downtown Appleton.

This Plan, when adopted by the City Council of the City of Appleton, after public hearing and recommendation of the Plan Commission in the manner required by the BID Law, shall govern the BID for the calendar year of 2025 which shall be the Twenty Second “Plan Year”. However, it is anticipated that the BID shall continue to be so successful that it will be renewed, upon essentially the same terms and conditions for subsequent years, each of which shall be the “Plan Year”. In the manner allowed under Section 66.1109 (3)(b) of the BID Law, although with changes to the budget, work plans and assessment Appendices.

II. Plan Development

This shall be the Business Improvement District Operating Plan for the Downtown Appleton Business Improvement District, for the year 2025.

A. Plan of Action

The Plan of Action Work Plan was developed by the BID Board of Directors, and Standing Committees with approval from the BID and ADI Board of Directors. Those participating in this process were ever conscious of the need to represent the full membership of the BID and of ADI. The following initiatives identified in the Work Plan (**Appendix A**) align with the City of Appleton Comprehensive plan Chapter 14.

B. Goals and Objectives

The BID seeks to protect public and private assets in downtown Appleton and to attract new investment to the district. The BID exists to promote the orderly development of the district in cooperation with the City of Appleton, including implementation of the Downtown Plan (Chapter 14 of the Comprehensive Plan) and to develop, redevelop, maintain, operate, and promote the district. The BID shall work to preserve and improve economic, cultural, and social conditions within the district by facilitating partnerships of people and organizations to achieve mutual goals. The BID provides the necessary funding to plan, evaluate, facilitate and implement district development projects, planning activities, and promotional activities in partnership with Appleton Downtown Inc. that fit within the identified mixed-use strategy for developing viable and sustainable markets that the district in downtown Appleton can serve.

C. Benefits

Money collected by the BID under this plan will be spent within the district or for the benefit of the district, and used to help property owners attract and retain tenants, keep downtown clean, safe and attractive, increase the value of property downtown and expand on a strong brand and marketing campaign for downtown. **Appendix A** outlines the goals and objectives for the plan year as they align with Chapter 14 Downtown Plan of the City of Appleton Comprehensive Plan. The plan is presented as a collaborative plan between the Business Improvement District, Appleton Downtown Inc. and Creative Downtown Appleton Inc. noted herein as: BID/ADI/CDA

D. 2023 Annual Report

The 2023 annual report is attached.

The Business Improvement District 206 properties underwent a reassessment in 2023 as part of the full city reassessment. The total assessed value of properties for the district in 2023 was \$174,395,400 representing an overall increase of 24.9% over the previous year.

The 2024 midyear update report is attached as **Appendix B**

E. 2025 Budget

All of the estimated expenditures of the BID are shown on **Appendix C**, the Budget. All of the expected expenditures will be financed by the collection of BID assessments and with other revenues generated by Appleton Downtown Incorporated (ADI) and Creative Downtown Appleton Inc. (CDA) including but not limited to sponsorships and donations, ADI memberships, and by generated revenues from events and promotional activities. Ownership of all activities, programs, promotions, and events, along with any related revenues shall remain with ADI or CDA respectively but shall be applied to programs and services that further collective goals of the BID.

It is anticipated that the BID will contract with ADI to carry out the BID's Operational Plan, and that the BID will have no paid staff of its own. Funds collected through BID assessments shall be used to pay for the contracted and approved expenditures with ADI, and are expected to provide approximately 30 percent of the projected annual budget to implement a full downtown management and event program of work. Additional funds will be raised by ADI and CDA from public and private sources to cover the remaining 70 percent, and any other projects not identified herein.

Except as identified herein, all expenditures will be incurred during the Plan Year. Any funds remaining on any line item above may be moved to another budget line item, as determined by the Board of the BID. Any unused funds remaining at the end of the year shall be deposited into a contingency fund for the following Plan Year. If any additional funds are received by the BID, whether from gifts, grants, government programs, or other sources, they shall be expended for the purposes identified herein, and in the manner required by the source of such funds, or, if the funds have no restrictions, in the manner determined by the Board of the BID, in keeping with the objectives of this BID Plan. All physical improvements made with these funds shall be made in the BID District. The location of other expenditures shall be determined by the BID Board, but for the benefit of the District.

F. Powers

The BID, and the Board managing the BID shall have all the powers authorized by law, and by this Plan, and shall have all powers necessary or convenient, to implement the Operating Plan, including, but not limited to, the following powers:

1. To manage the affairs of the District.
2. To promote new investment and appreciation in value of existing investments in the District.
3. To contract with Appleton Downtown Incorporated on behalf of the BID to implement the Operational Plan.
4. To develop, advertise and promote the existing and potential benefits of the District.
5. To acquire, improve, lease and sell properties within the District, and otherwise deal in real estate.

6. To undertake on its own account, public improvements and/or to assist in development, underwriting or guaranteeing public improvements within the District.
7. To apply for, accept, and use grants and gifts for these purposes.
8. To elect officers, and contract out work as necessary to carry out these goals.
9. To add to the security of the district.
10. To elect Officers to carry out the day to day work authorized by the BID Board, including signing checks and contracts on behalf of the Board, and to adopt, if the Board wishes, By-Laws governing the conduct of the Board and its Officers, not inconsistent with this Operating Plan.
11. To adopt by-laws related to the day to day operation of the Board and Board meetings.

G. Relationship to Plans for the Orderly Development of the City

Creation of a business improvement district to facilitate District development is consistent with the City of Appleton's Downtown Plan and will promote the orderly development of the City in general and downtown in particular.

H. Public Review Process

The BID Law establishes a specific process for reviewing and approving the proposed Operating Plan, and the boundaries of the proposed District. All statutory requirements to create the BID were followed.

I. District Boundaries (no change has been made to this section from the previous year.)

The District is defined as those tax key parcels, which are outlined in blue and indicated by property in dark green on **Appendix F**, attached hereto and incorporated herein by this reference, reflecting the parcels as they existed in the City of Appleton Assessor's records as of June 2024.

The District is generally bounded on the south by the south right of way line of Lawrence Street, on the north by the north right of way line of Franklin Street, on the east by the right of way line of Drew Street and on the west by the west right of way line of Richmond Street/Memorial Drive, with additional corridors extending north on Richmond Street to Packard Street and west along college Avenue to Badger Avenue. Properties on both sides of boundary streets are included in the District. The District includes **202** contributing parcels and units. Notwithstanding the parcels of property which are not subject to general real estate taxes, shall be excluded from the District by definition, even though they lie within the boundaries of the BID as in the map in **Appendix F**.

See Section: VI. *Method of Assessment, Item A. Parcels Assessed*: For identification of parcels that are assessed for the BID as contributing parcels based on their use and parcels that are non-contributing. Annual adjustments to contributing and non-contributing parcels in the BID are made based on parcel combinations and parcel divisions.

I. Organization (no change has been made to this section from the previous year.)

A. Operating Board

The BID Board (“Board”) as defined below, shall be appointed by the Mayor of the City of Appleton, with substantial input from ADI and the property owners in the District. Appointments by the Mayor must be confirmed by the City Council and voted in by the BID Board. The appointments and confirmation shall be made before the commencement of the Plan Year for which the Operating Plan was adopted.

This Board’s primary responsibility shall be to implement the current year’s Operating Plan, to contract for the carrying out of the Operating Plan, contracting for preparation of an annual report and audit on the District, annually considering and making changes to the Operating Plan including suggestions made by Appleton Downtown Incorporated and submitting the Operating Plan for the following Plan Year to the Common Council of the City of Appleton for approval, and other powers granted in this Plan. This requires the Board to negotiate with providers of service and materials to carry out the Plan; to enter into various contracts; to monitor development activity; and to ensure District compliance with provisions of applicable statutes and regulations.

The BID Board shall be structured as follows:

1. Board size maximum of 9
2. Composition – A majority (at least 5) members shall be owners or occupants of the property within the District. Any non-owner, non-occupant appointee to the Board shall be a resident of the City of Appleton. At least 2 members shall be representative of each of the 3 identified market sectors, service/retail, hospitality, and office. One member shall be a representative of the Mayor or City Council. Any Board member who because of transfer of ownership of property is no longer eligible to act as a representative for a particular sector, or where such transfer of property shall cause the make-up of the Board to fall out of compliance with this Operational Plan shall be replaced. The Board shall make a recommendation for replacement to the Mayor who shall appoint a new Board member within 30 days of the recommendation.
3. Term – Appointments to the Board shall be for a period of 3 years-for staggered terms, each ending on December 31 of the applicable year. The Board may remove by majority vote, any BID Board member who is absent for more than 3 meetings, without a valid excuse, and may recommend to the Mayor replacement members, which the Mayor shall act upon within 30 days of the recommendation.
4. Compensation – None.
5. Meetings – all Meetings of the Board shall be governed by Wisconsin Open Meetings Law. Minutes will be recorded and submitted to the City and the Board. The Board shall adopt rules of order to govern the conduct of its meetings and meet regularly, at least annually.
6. Record keeping – Files and records of the Board’s affairs shall be kept pursuant to public records requirements.
7. Staffing – The Board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof. Unless requested otherwise by the Board, and any staff members or employees of contractors may attend all meetings of the Board, but will not have voting authority.
8. Officers – The Board shall appoint a Chairman, Treasurer and Secretary, any two of the three of which shall have the authority to execute documents on behalf of the full Board, for the purposes authorized by the full Board, including the writing of checks. Attached Board list **Appendix D**

9. For purposes of this section “person” means an individual owner of a parcel, or a representative of an entity owner of such parcel. No one individual, and no more than one representative of any entity, may hold more than one Board position. If, during the course of a term, a Board member’s situation changes, so that they no longer fit the definition for that seat, such as by selling their parcel, they shall resign within 10 days of selling their parcel.

B. Amendments

This Operating Plan, when adopted, shall be the governing plan for the Plan Year 2025. However, section 66.1109 (3) (b) of the BID Law requires the Board of the city to annually review and make changes as appropriate to the district Plan, when adopting a new Operating Plan for later Plan Years. Approval by the City’s Common Council of such Plan updates shall be conclusive evidence of compliance of such Plan with the BID Law.

The BID Law allows the BID to annually present amendments to its Plan. The following process for approval of the amended Plan will be followed.

1. A joint strategy session of the BID Board and the ADI Board of Directors will develop the objectives of the Operational Plan for the next Plan Year. Hosted 6/12/2024.
2. The proposed Goals and Objectives for the Plan Year will be drafted by Appleton downtown Incorporated Staff and submitted to the ADI and BID Board for review and input.
3. The BID Board will review the proposed BID Plan and submit to Planning Commission for approval. Hosted 7/10/2024
4. ADI Staff will submit the plan draft it to the ADI Board for review. 7/23/2024
5. The proposed plan will be submitted to the Community Development Department. Submitted on 8/07/2024
6. The Planning Commission and Common Council will act on the proposed BID Operational Plan as scheduled.
7. The Mayor of Appleton will appoint new members to the BID Board at least 30 days prior to the expiration of outgoing Board members’ terms.

It is anticipated that the BID will continue to revise and develop the master Operating Plan for later Plan Years, in response to changing development needs and opportunities in the District, within the purpose and objectives defined herein and therein.

II. Finance Method (no change has been made to this section from the previous year.)

The proposed expenditures contained in Section II (D) above, will be financed with moneys collected from the BID assessment, and will be made, from time to time, throughout the year, in accordance with the BID Budget, attached hereto as **Appendix C**.

Moneys collected from BID assessments by the City will be used to pay Appleton Downtown Incorporated in accordance with the implementation contract between the BID and ADI

III. Method of Assessment

Special Note: There was no change to the BID assessment rate or methodology.

A. Parcels Assessed – Appendix E

All tax parcels within the District required to pay real estate taxes, including those taxed by the State as manufacturing, will be assessed with the exception of those parcels used solely for parking and those parcels subject to a recorded condominium declaration, and parcels classified as commercial use as shown on the City of Appleton Assessors records. Commercial Condominiums shall be assessed as if the entire building in which the Commercial Condominiums are located were not subject to the Condominium act and instead were assessed as one building, and the assessment for that entire building shall be levied against each Commercial Condominium unit in such proportion as the condominium assessments of that condominium are prorated, as defined in the Declaration of Condominium for that building.

Real property used exclusively for residential purposes may not be assessed, as required by the BID Law. Property exempt from paying real estate taxes, parcels classified as ‘vacant’ use by the City of Appleton Assessors records or owned by government agencies will not be assessed.

For identification of parcels that are assessed for the BID as contributing parcels based on their use and parcels that are non-contributing. Annual adjustments to contributing and non-contributing parcels in the BID are made based on parcel combinations and parcel divisions.

The Business Improvement District reassessment was completed by the City of Appleton Assessor’s Office. The current property assessment list was generated by the Assessor’s office and reviewed by the Finance Department, ADI staff and the BID Board.

B. Levy of Assessments

Special assessments under this Operating Plan are hereby levied, by the adoption of this Operating Plan by the City Council against each tax parcel of property within the District which has a separate tax key number, in the amount shown on the assessment schedule which is attached hereto as **Appendix E**.

The BID Board of Directors approved BID rate for the 2025 plan year is \$2.75 per \$1000 of assessed value, minimum \$275 and maximum \$5500.

The 2025 plan year assessment list **Appendix E** shows the calculation with the current rate at \$2.75 for each \$1000 of assessed value for each parcel in the District with no parcel assessed more than \$5,500 and no parcel assessed less than \$275, with parcels used solely for parking excluded, with parcels solely used for residences excluded, and with the adjustments for the Commercial Condominiums and adjustments for relocation of the caps and minimums. The assessment was based on the assessed value of that parcel (land and improvements) as shown in the records of the City Assessor’s Office except as otherwise identified below. It is understood that some properties within the BID may be re-assessed. The changes in the tax assessment may impact the BID assessment for these properties.

The principal behind the assessment methodology is that each non-exempt parcel’s owner should pay for District development in proportion to the benefit derived. Obviously, not every parcel in the District will benefit equally, nor should each parcel, regardless of size or value contribute in exact ration of property value. It is assumed that a minimum and maximum benefit can be achieved for each parcel, thus, minimum and maximum BID assessments have been established.

For those parcels identified as Commercial Condominiums, the minimum and maximum assessments shall be established for the entire building of which the Commercial Condominium is a part, in the ratios identified above.

C. Schedule of Assessments

The final form of this 2025 Operating Plan has attached as **Appendix E** are schedules of all the tax key numbers within the BID which are being assessed, and their assessment using this formula. A review and adjustments have been made by the City of Appleton Assessor and BID Board of Directors

- BID properties increased in value by \$8,458,100 (4.85%) over previous year.
- The 2025 BID levy continues as \$2.75/\$1000 with a maximum assessment of \$5500 and a minimum assessment of \$275
- Based on this methodology, the 2025 BID assessments are anticipated to generate: \$275,896
- Current carry over value approved as designated within the 2025 budget is \$4000
- Undesignated carry over funds: \$24,978
- Adjustments from previous year presented by the City Assessor include:

REMOVED PARCELS:

- Tax Key: 31-2-0273-05
- Tax Key: 31-2-0273-06
- Tax Key: 31-2-0007-00
- Tax Key: 31-2-0282-07
- Tax Key: 31-2-0282-08

ADDED PARCELS:

- Tax Key: 31-2-0290-02

D. Assessment Collection and Dispersal (no change in this section from previous year)

The City of Appleton shall include the special assessment levied herein as a separate line item on the real estate bill for each parcel. The City shall collect such assessments with the taxes as a special assessment, and in the same manner as such taxes, and shall turn over all moneys so collected to the BID Board for distribution in accordance with the BID Plan.

All BID assessments shall be shown on the tax bill as due and owing with the first installment of taxes and shall carry the same penalties and interest if not so paid.

Any money collected by the City of Appleton for BID assessments shall be held by the City in a segregated account.

The City of Appleton Finance Department shall provide to the BID Board by the 15th day of each month or as requested a separate financial statement for the BID along with a list of collections and source of such collections identified by tax parcel number for which the amount was collected.

Any BID assessments collected by the City before or after the Plan Year for which the assessments were made shall be held by the city in a segregated account and are to be used by the BID Board in the manner as if received during the applicable Plan Year. This provision is intended to govern BID assessments prepaid in December prior to the applicable Plan Year, as well as to delinquent and late payments made after the Plan Year.

The BID Board shall prepare and make available to the public and the City Council annual reports describing the current status of the BID, including expenditures and revenues, at the time it submits its amended Plan to the City for the following year. Following the end of the fiscal year an independent certified audit shall be obtained by the Board, and which shall be paid for out of the BID Budget. Copies of the 2022 audit are available in the ADI office and a copy was submitted to the Community Development Department with this plan.

Disbursement of BID funds shall be made in accordance with approved BID Operational Plan and Budget. Disbursements for contracted services such as those provided by Appleton Downtown Incorporated shall be done on a reimbursement basis. Invoices and documentation of services performed shall be submitted on a monthly basis to the BID Board. The BID Board shall forward these invoices for payment to the City of Appleton Finance Department. The Finance Department shall issue payment on the invoice once it has received evidence that the expenditures are eligible for reimbursement in accordance with the BID Operational Plan and Budget. This reimbursement shall be made to the service provider within seven business days of the submittal of the request to the City.

The presentation of the proposed Plan to the City shall deem a standing order of the Board under 66.1109 (4) Wis. Stats. To disburse the BID assessments in the manner provided herein. This section shall be sufficient instruction to the City to disburse the BID assessment, without necessity of an additional disbursement agreement, disbursement method, or accounting method. Other than as specified herein, the disbursement procedures shall follow standard City disbursement policy.

E. Annual Report

The Board shall prepare an annual report as required by section 66.1109 (3) (c) of the Wisconsin Statutes. A copy of the 2023 report is attached.

The report shall include the required audit. The required audit shall be prepared by the auditing firm conducting the annual audit for the City of Appleton. The BID shall be solely responsible for payment of any funds specified for the BID Audit related to BID activities for said BID Audit.

The City of Appleton Finance Department shall provide an estimate of the cost of said BID audit for the following year to the BID Board no later than September 1 of the previous year.

IV. City Role (no change has been made to this section from the previous year.)

The City of Appleton is committed to helping private property owners in the District promote development. To this end, the City intends to play a significant role in the implementation of the Downtown plan. In particular, the City will:

1. Encourage the County and State Governments to support activities of the district.
2. Monitor and when appropriate, apply for outside funds, which could be used in support of the district.
3. Collect assessments and maintain a segregated account.
4. Provide disbursement of BID funds to service providers in accordance with the BID Operational Plan and Budget.
5. Contract with an auditing firm to conduct the Audit. Said firm shall be the same firm that conducts the City of Appleton annual audit.
6. Provide a cost estimate for said audit no later than September 1 for the following year.
7. Provide a separate monthly financial statement to the BID Board.
8. Review annual audits as required per 66.1109 (3) (c) of the BID Law.
9. Provide the BID Board through the Assessor's Office on or before July 1 each Plan Year, with the official City records on assessed value for each tax key number within the District, as of that date in each Plan Year, for purposes of calculating the BID assessment.
10. Adopt this plan in the manner required by the BID Law.
11. Appoint and confirm new BID Board members as required herein.

V. Required Statements (no change has been made to this section from the previous year.)

The Business Improvement District Law requires the Plan to include several specific statements.

66.1109 (1) (f) (1.m): The District will contain property used exclusively for manufacturing purpose, as well as properties used in part for manufacturing. These properties will be assessed according to the formula contained herein because it is assumed that they will benefit from development in the District.

66.1109 (5) (a) Property known to be used exclusively for residential purposes may not be assessed, and such properties will be identified as BID exempt properties.

66.1109(1)(f)(5): Michael, Best & Friedrich, LLP has previously opined that the Operating Plan complies with the provisions of Wis Stat. sec. 66.1109(1)(f)(1-4). Michael, Best & Friedrich, LLP has confirmed that, because no substantive changes are proposed in this amendment, no additional opinion is required.

Appleton Downtown Incorporated - **no change has been made to this section from the previous year.**

A. Appleton Downtown Incorporated

The BID shall be a separate entity from Appleton Downtown Incorporated (ADI). ADI shall remain a private not-for-profit organization, not subject to the open meeting law, and not subject to the public records law except for its records generated in connection with its contract with the BID Board, and may, and it is intended, shall contract with the BID to provide services to the BID in accordance with the Plan. Any contracting with ADI to provide services to BID shall be exempt from the requirements of sec. 62.15, Wis. Stats., because such contracts shall not be for the construction of improvements or provision of materials. If the BID does contract for the construction of improvements or provisions of material, it shall follow the requirements of such statutes to the extent applicable to assure open, competitive procurement of contracts and purchases. Further, the annual accounting required under 66.1109 (3) (c) Wis. Stats. shall be deemed to fulfill the requirement of 62.15 (14) Wis. Stats. Ownership of assets of Appleton Downtown Incorporated shall remain solely with Appleton Downtown Incorporated.

A. Binding Clause

The adoption of this Operating Plan is subject to the BID Board contracting with Appleton Downtown Incorporated to carry out this Operational Plan, and if such contract is not entered into by the first day of the Plan Year, then the Plan shall be null and void.

VI. Severability and Expansion (no change has been made to this section from the previous year.)

The Business Improvement District has been created under authority of 66.1109 of the Statutes of the State of Wisconsin.

Should any court find any portion of the BID Law or this Plan invalid or unconstitutional, said decision will not invalidate or terminate the Business Improvement District and this Business Improvement District Operating Plan should be amended by the Common Council of the City of Appleton as and when it conducts its annual budget approval and without necessity to undertake any other act.

All of the above is specifically authorized under 66.1109 (3) (b) of the BID Law.

If it is determined by a court or administrative body that the parcel of property not be subject to general real estate taxes may not be included within the District, then said parcels shall be excluded from the definition of the district.

All appendices are hereby incorporated by this reference.

APPENDIX A



2025

Plan of Work

BUSINESS IMPROVEMENT DISTRICT 2025 Plan of Work

Mission

Our mission to establish a vibrant and accessible destination for business, learning, living and leisure is anchored in our focus to create an environment of success and sustainability for the new exhibition center, a robust employment center and a more livable Downtown. Our strategic initiatives build support for an exceptional visitor experience, a strong business climate and an attractive, accessible and inclusive downtown where more people want to live.

Our Shared Vision:

Downtown Appleton will be a thriving, inclusive heart of the region, where people, culture, and commerce flourish. We envision a dynamic urban center characterized by vibrant public spaces, diverse businesses, and a strong sense of community. By prioritizing accessibility, inclusion and a commitment to quality of life, Downtown Appleton will be a destination of choice for residents, visitors, and businesses.

BID Goals and Objectives:

The BID seeks to protect public and private investments in downtown Appleton and to attract new investment to the district. The BID exists to promote and support the development of the district in cooperation with the City of Appleton, including implementation of the Downtown Plan (Chapter 14 of the Comprehensive Plan) and to enhance, redevelop, maintain, activate, and promote the District. The BID shall work to preserve and improve economic, cultural, and social conditions within the district by facilitating partnerships of people and organizations to achieve mutual goals. The BID provides funding support to plan, evaluate, facilitate and implement district enhancement projects, promotional programs and vibrant activities that fit within the identified mixed-use strategy for developing viable and sustainable markets that the district in downtown Appleton can serve.

As the City, BID, ADI, CDA and its many partners continue to plan and invest in downtown Appleton, they will be guided by the following vision and principles set forth by the City Comprehensive Plan: “Downtown Appleton is a great American urban neighborhood and employment center with world class arts and entertainment.”

1. Create a safe, welcoming, inclusive and accessible downtown
2. Invest in the growth of downtown neighborhoods with diverse housing options and residential amenities
3. Support the launch and growth of unique, independent businesses
4. Grow downtown as the employment center for the region
5. Fully embrace and leverage the diverse arts, cultural, and educational assets of the community
6. Foster a culture of walking and biking supported by public transportation
7. Support diverse partnerships which make downtown more attractive for residents and visitors through: activities and events; public art and place making; on-going maintenance; and promotion and marketing

8. Continue to support events and entertainment which safely draw visitors to downtown Appleton
9. Collaborate with community partners to increasing leisure travel and sports tournament travelers to Appleton and maximize the value of the Fox Cities Exhibition Center
10. Increase connectivity, trails, and recreation opportunities between the downtown, the Fox River, and the region
11. Promote quality development along the Fox River by embracing the region's industrial and natural heritage

Downtown Community Priorities:

- A strong local economy that supports businesses of all sizes, in all sectors
- An inclusive and welcoming downtown that encourages belonging
- Build downtown as a destination for leisure and business travel
- Strong livable Downtown neighborhoods with a variety of housing stock
- Improved traffic safety and walkability through improved streetscape elements
- Improved connectivity to the Riverfront
- Accessible and affordable parking solutions
- Expanding access to public art & creative culture
- Strengthened partnership with Lawrence University and Appleton Area School District

2025 BID/ADI/CDA Work Plan

The ADI, CDA and BID boards will continue to advance the four imperatives for advancing Downtown's mission and community priorities:

1. Play an integral role in business retention and recruitment efforts to maintain an occupancy rate of 80% or greater.
2. Promote Downtown living options and curate livability enhancements to attract residents.
3. Collaborate with our community partners to cultivate downtown as a robust visitor destination.
4. Increase communication and interaction with downtown business owners to encourage more engagement and cross promotion.

The BID work Plan is aligned with the initiatives outlined in the City of Appleton Downtown Plan. The plan is presented as a collaborative plan incorporating efforts by the Business Improvement District, Appleton Downtown Inc and Creative Downtown Appleton Inc.

**DRAFT STRATEGIC WORK PLAN 2025:
APPLETON DOWNTOWN INC., The BUSINESS IMPROVEMENT DISTRICT
and CREATIVE DOWNTOWN APPLETON INC**

Downtown Management

Goal: To ensure ADI, BID and CDA collaboratively support the sustainability of a dynamic center for business, leisure, and community engagement, securing its long-term success.

Objectives:

- **Image Marketing Strategy:** Develop an annual comprehensive image marketing strategy to attract investment, tourism, and residents. This will include social media campaigns, targeted advertising, maintaining a user friendly up to date website and promotional events.
- **Inclusive Community Engagement:**
 - **Stakeholder Communication:** Sustain ongoing communication and engagement with stakeholders, including businesses, residents, and community organizations, to ensure alignment with their needs and interests.
 - **Youth Advisory Board:** Establish a Youth Advisory Board, including Lawrence University students, to ensure the voices and perspectives of young people are incorporated into downtown planning and development.
 - **Stakeholder Engagement Opportunities:** Create diverse opportunities for stakeholders to provide input, participate in decision-making processes, and contribute to the ongoing vibrancy of Downtown Appleton.
- **Clean, Safe and Friendly Downtown Experience:**
 - **Cleaning & Maintenance:** Manage cleaning and maintenance program to ensure a clean, safe, and visually appealing downtown environment.
 - **Advocate for Solution-Based Programs Serving the Unhoused:** Partner with social service organizations to advocate for and support comprehensive solutions addressing the needs of the unhoused population downtown.
- **Resource Sustainability:**
 - **Resource Development Strategy:** Develop a comprehensive strategy for diversifying revenue streams to support future growth and development of the organization.
 - **Investment & Sponsorship Relations:** Cultivate strong relationships with potential investors and sponsors to secure financial resources for ongoing programs and events. Including a new category for downtown residents to support our work.

Downtown Neighborhood & Residential Development

Goal: To attract new residents by creating a desirable and livable downtown environment. We will achieve this by supporting development of high-quality housing options, fostering a strong sense of community, and attracting businesses that cater to the needs of residents.

Objectives:

- **Enhance Residential Development:**
 - Facilitate the Appleton Town Makers series to encourage the creation of a mix of housing options, including apartments, condominiums, and townhomes.
 - Host a development summit to showcase opportunities within the district
- **Cultivate a Thriving Neighborhood:**
 - Develop and implement a robust neighborhood engagement program that fosters a sense of community among residents including:
 - Pet-friendly initiatives, such as dog parks and waste disposal stations.
 - Events and activities that promote neighbor networking and social interaction.
 - Launch an “In my Neighborhood” campaign to encourage resident support of local businesses.
 - Recruit businesses that support residential development, such as:
 - Grocery store or smaller format markets to meet residents' daily needs.
 - Local retail, coffee shops, restaurants, and other amenities.
- **Promote a Healthy Lifestyle:**
 - Collaborate with community organizations to promote healthy living initiatives.

Downtown Mobility and Parking Initiatives

Goal: Establish a Mobility and Parking task force dedicated to an enhancement plan that improves accessibility, safety, and convenience for all users, encouraging a variety of travel modes to access Downtown Appleton.

Objectives:

- **Increase Accessibility:**
 - Encourage pedestrian infrastructure improvements, prioritizing crossing safety for pedestrians and cyclists.
 - Improve wayfinding signage to ensure clear and easy navigation throughout Downtown.
- **Expand Mobility Options:**
 - Establish a micromobility promotion for proper trail, scooter and bike use
 - Continue the partner and promotion role for the downtown trolley to support connected mobility between the riverfront and downtown.
 - Promote walkability by creating a pedestrian-friendly environment for all users
- **Optimize Parking options:**
 - Advocate to maintain low parking rates to encourage visitors and support economic development.
 - Promote the use of the Passport Parking App for a convenient and contactless parking experience.

Downtown Development and Business Retention

Goal: To cultivate a thriving downtown ecosystem that fosters the success of existing businesses and attracts high-quality new ventures, creating a dynamic and prosperous central business district.

Objectives:

- **Business Retention:**

- Re-launch a "Business to Business" program connecting service-based businesses within the downtown, creating a network for mutual support and growth.
- Conduct a comprehensive "Business Challenges and Opportunities Survey" to understand the current needs and aspirations of existing downtown businesses.

- **Business Attraction:**

- Develop a data-driven strategy to attract desirable new and innovative businesses that complement the existing downtown ecosystem.
- Foster a culture of entrepreneurship in collaboration with economic development partners such as WWBIC, WEDC, WHEDA, SBA, Fox Cities Chamber of Commerce, Fox Valley Tech.
- Increase regular communication with property owners and real estate representatives to improve the tracking system for available downtown properties, ensuring accurate and up-to-date information for potential tenants.
- Manage the Business Recruitment grant program to support diverse economic growth in downtown

- **Downtown Development:**

- Host the "Appleton Town Makers" program providing resources and mentorship to cultivate new developers and local entrepreneurs.
- Manage the Facade Improvement grant program to enhance the total value of the BID properties and support properly branded businesses.

Downtown Tourism, Arts, Entertainment & Education

Goal: To develop and promote a diverse range of cultural attractions, events and experiences that enrich the lives of residence and draw visitors to Downtown, creating a lasting impression and fostering economic growth.

Objectives:

- **Cultivate a Vibrant Cultural Landscape:**
 - Host a calendar of annual events that cater to a variety of interests and demographics.
 - Utilize data-driven metrics from the CVB to evaluate and improve the effectiveness of annual events and promotions.
 - Curate public art installations that enhance the visual appeal of Downtown, including projection mapping displays.
 - Collaborate with district educational community partners to develop programming for businesses and local residence
- **Elevate the Visitor Experience:**
 - Partner with the Convention and Visitors Bureau (CVB) to create unique visitor experiences during the NFL Draft.
 - Implement initiatives that enhance the overall visitor experience, including improved signage, accessible amenities, and engaging programming.
- **Grow Visitor Spending:**
 - Develop unique visitor tour experiences targeting various demographics and themes.
 - Utilize technology to promote real time incentives for shopping, dining and entertainment to visitors such as web push notifications.

Downtown Urban Form and Design in Public Spaces

Goal: Transform Downtown's public spaces into inviting and functional areas that enhance user experience, promote exploration, and contribute to a distinct downtown identity.

Objectives:

- **Improved Wayfinding:**
 - Upgrade sidewalk kiosks to guide visitors and residents through the Downtown core.
 - Leverage digital platforms for interactive wayfinding experiences.
 - Explore a perpendicular storefront signage program
 - Establish a plan for new creative district markers that visually define the boundaries of Downtown Appleton.
- **Beautification, Lighting and Public Art Projects:**
 - Implement and sustain beautification projects throughout the Downtown area, incorporating greenery, lighting and public art installations
 - Organize the chalk walk public art competition and installation
 - Support Sculpture Valley rotating art exhibits to maintain dynamic appeal and showcase diverse artistic voices.
- **Functional Spaces:**
 - Continue to add flexible seating options throughout the district.
 - Influence approval for additional refuse containers in high traffic areas.
 - Revisit the investment of a solar powered charging station in Downtown.

Appendix B

2024 Mid-year report

2024 BID/ADI/CDA: Mid-year Review

Please note: Within the UPDATE column are additional notes that may include a future opportunity or a challenge in this area. This document was used at the BID, ADI, CDA Board retreat

Mobility and Parking policies and projects to provide convenient access to the downtown for all modes of travel.			
Current work plan tasks	UPDATE	Primary staff	% of time
Draft a Downtown Pedestrian Enhancement Plan as part of the Smart Streets Appleton initiative: including signage, sidewalk seating and lighting, kiosks, planters, winter ice and snow accumulation monitoring, weekend sidewalk garbage solutions, adopt a planter program. Seek new partners and supporters	<p>Lane Configuration session and discussion on 6 month report: -48% crashes, meter revenue up 16%, travel time dropped to 30mph from 32, increase time to travel across 30 seconds. The 12 month report will include traffic count numbers as well.</p> <p>Walk Audit with AARP WI – 17 participants including city departments, AARP, Easter Seals, business owners, Appleton Visually Impaired Support Group, Post Crescent, City alderperson, BID Board President</p> <p>DPW partnership on kiosk update. With Dani leaving DPW we may need to wait longer. I have asked if we could take the lead on this project.</p> <p>Opportunity: recruit a community based volunteer team to help move this work forward. Seeking a volunteer task force chair. Also an opportunity to engage LU students</p>	Jen – primary	<p>Jen 7.5%</p> <p>Abby 5%</p> <p>Carissa</p> <p>Meg – 5%</p> <p>Meghan</p> <p>Sandy</p>
Promote the Passport parking app, meter options and permit information through social media channels and website in partnership with the City of Appleton	Opportunity: to work into our marketing efforts, website and create new social media content to promote the parking options	Abby/Meg - primary	
Continue a partner role in supporting and promoting the downtown trolley	<p>Valley Transit continues to invest in running the trolley. We received a CVB support grant for \$10,000 for 2024</p> <p>Opportunity to expand district transportation</p>	Jen - primary	
Recruit and promote experiential instructional classes for public transportation and bike lane use engage our partners at Valley Transit and the bike federation	<p>Nothing new to report.</p> <p>Challenge: capacity, time, and resource</p>		

Tourism, Arts, Entertainment & Education policies and projects to develop cultural attractions and promote travel to the downtown.

Current work plan tasks	UPDATE	Primary staff	% of time
<p>Host annual events: Farm Market, Heid Music Concert Series, Death by Chocolate, Soup Walk, spring and fall Craft Beer Walks, Spring Fashion Show, Fall Shop Sip and Stroll, Summer beverage stroll and Chalk Walk, Mini Golf on the Town, Cultural Cuisine Walk, Avenue of Ice, 2 Light the Night Markets + holiday edition</p>	<p>Event tracking: 1st quarter</p> <ul style="list-style-type: none"> • DBC tickets: 648 / 20 businesses participating • Annual meeting attendance 112 • Fashion show: 177 / 10 businesses participating • Ice carvings 33 • Pop up markets: 24 vendors / 13 host locations • Café Walk tickets: 375 / 8 businesses participating • Leap Local: 31 businesses participating • Mini Golf on the Town Review: 69 teams / 276 players / 15 businesses participated • Press Conference Facebook: 50+ watching live • Cultural Cuisine Walk April 27: Sold 313 / goal was 300 / 10 businesses participating • Craft Beer Walk May 11: Sold 330 / 12 businesses participating • Light the Night Market May 17: highly attended event, surveys are still open: • Summer Beverage Stroll 63 tickets sold / 10 businesses participated • Night Market July 19th event • Memorial Day Parade May 27 attendance was up over previous years • Farm Market June 1 – Oct. 12 • Concerts June 6 – August 29 No July 4th event • Flag Day Parade June 8 All Set • Street Music Week June 10-15: 11:30am – 1pm • Make Music Day June 21 <p>Still waiting on what City of Appleton special event fee structure will look like for 2025 and beyond. We anticipate being required to establish our own safety and security team.</p> <p>Opportunity: event evaluation reports. Use surveying and geofencing technology to gain data on event visitors and economic impact</p>	<p>Carissa – primary</p> <p>Sandy – primary</p> <p>Meghan Abby Meg Jen</p> <p>Volunteer team</p>	<p>Jen 20%</p> <p>Abby 15%</p> <p>Carissa 80%</p> <p>Meg – 10%</p> <p>Meghan 30%</p> <p>Sandy 80%</p>

<p>Partner with Community organizations to co-host or support events and programs:</p>	<p>Rhythms of the World, Mile of Music, Heid Music’s Street Music Week, Fox Cities Chamber of Commerce Octoberfest, City of Appleton parades,</p> <p>Opportunity: take over Rhythms of the World – we have been approached to do this – answer has been no at this time, more engagement in Mile of Music, or Irish Fest</p>	<p>Carissa - primary Sandy - primary Meghan 30% Abby/Meg Jen Volunteers</p>	
<p>Maintain the Visitor Area kiosk within our office</p>	<p>We added door stops to be better able to keep our door propped open when groups are in the hotel. Small things can make a difference.</p> <p>Opportunity: add weekend hours to staff the office on Saturdays for visitors</p>	<p>Meg - primary</p>	
<p>Engage as an active community partner to advance downtown’s role in the Tourism Master Plan</p>	<p>Music venue research underway with CVB. Jennifer is part of the team. Consultants spent three days doing site visits and interviews. Results expected later this summer</p> <p>Opportunity: more involvement with CVB committees and projects as they surface – Abby and Meg are more involved with marketing opportunities</p>	<p>Jen – primary</p>	
<p>Curate one large scale public art project within the downtown or riverfront</p>	<p>Paint the City project on the YMCA this year – fundraising is behind and the project is tentative as we await grant award updates.</p> <p>Opportunity: City DPW has approached ADI about additional traffic control box wraps in the district – funding will need to be found to complete</p>	<p>Jen – primary Meghan</p>	
<p>Collaborate with Lawrence University clubs and organizations to include student activities and engagement in our event planning and committees.</p>	<p>ADI attended two meet and greet student events this quarter. Distributing downtown guides and sign ups for our weekly Eblast. We engaged an LU student team for Night Market to aid in clean up. Looking for additional ways to engage students that are around this summer</p> <p>Opportunity: Create an LU advisory board or include in a Youth advisory board to create a stronger connection and engage students in program and event planning</p>	<p>Carissa Jen</p>	

Neighborhood & Residential Development policies and projects to foster new residential development and create healthy neighborhoods surrounding the downtown.			
Current work plan tasks	UPDATE	Primary staff	% of time
<p>Launch a Neighborhood Engagement Initiative: update the Downtown Welcome packet, create a “Downtown living Guide” page on our website. Form a committee to help create and update content for the website and Facebook page. Host Downtown resident meet and greets twice a year. Establish & share a one step reporting process for non-emergency issues</p>	<p>Current packets are being used up before we revamp – no new work here</p> <p>The new website navigation will include a downtown living section. In process</p> <p>We hosted our first meet and greet with residents. We had 12 attendees from Avant, Zuelke and Park Central. We received great feedback on amenities and businesses that would improve livability. We will host quarterly - another meet up this summer</p> <p>Opportunity: to grow the Downtown Neighborhood involvement through the structured City group and Facebook group</p>	<p>Jen - primary Abby/Meg</p>	<p>Jen 15%</p> <p>Abby 10%</p> <p>Carissa</p> <p>Meg – 30%</p> <p>Meghan</p> <p>Sandy</p>
<p>Launch a Pet Friendly plan for Downtown: including installation of waste stations, a pet watering station, exercise equipment, explore pet friendly days at the Farm Market, as well as work toward a proposal for a downtown dog recreation area within downtown. Coordinate a fundraising effort to finance the improvements</p>	<p>Pet friendly survey – over 2600 responses – strong interested in adding amenities for pets and owners downtown. Mild interest in adding a dog exercise area. Mild interest in pet friendly events – also concerns about pet friendly events.</p> <p>Consideration for Pet friendly farm market days for at the end of season stretch of 3-4 weeks.</p> <p>Discussion with Park and Rec on added pet friendly amenities in Houdini. They will support if we raise the dollars.</p> <p>Exploration on pet recreation area at 208 s State st. – property is no longer available. Park and Rec has a new park development fund that could be a potential funding source.</p> <p>Opportunity: A plan will come together for all of the above – timeframe will depend on staff capacity and ability to raise funds</p>	<p>Jen - primary Meg/Abby – on survey and promo</p> <p>Volunteer coordination</p>	

Pursue business recruitment for residential amenities: grocery store, retail, nail salon, experience businesses, dry cleaners, more restaurants	Incremental Developer ecosystem program launching in July – Jen is the coordinator to manage the monthly meetings – including invitations, location and minutes. Challenge: capacity, time, and resource	Jen - primary	
Work with the City on pedestrian improvements as part of the Smart Streets Appleton initiative see also #5 Ped. Plan	May 29 th Walk Audit with AARP WI, Smart Streets, City Health Dept. Age friendly network. 17 in attendance Opportunity: a findings report will be compiled and shared with City staff. Some of the suggestions also include low cost improvements like paint highlights on sidewalks in high traffic areas on Richmond, flag crossing program at Appleton St. This work will continue.	Jen – primary Abby/Meg	

Downtown Development & Business Retention policies and projects to support existing businesses in the downtown and to attract desirable new ones.			
Current work plan tasks	UPDATE	Primary staff	% of time
Hire a part time position to enhance the economic development activities to manage more effectively the economic development committee, the grant programs, and an active business recruitment campaign. Conduct retention visits with ADI staff and Board be a liaison for new businesses moving into downtown, assist developers, landlords, monitor properties and available space.	Unfortunately, the ADI budget did not allow for the additional position to be hired. We were able to extend hours for current employees to assist with marketing, website project, committee work, event support. Jennifer’s role with economic development work continues to expand. Including incremental developer ecosystem program Challenge: Funding. This is still a future option to grow our capacity with a staff member focused on either economic development or the special projects work to free up time for Jennifer to expand into this area	Jen – primary	Jen 20% Abby 5% Carissa Meg 10% Meghan 5%
Collaborate with the City of Appleton Community Development Department to host a state of the downtown event	No new discussion – with Matt leaving we currently do not have a city rep on the Board. Once that is reestablished – we will work on that opportunity. Challenge: We need the City to partner with us and they are currently under staffed. Definite potential to host a developer tour and session and/or full state of downtown later in the year. Also have interest from local real estate and construction partners to co-host	Jen – primary	Sandy 5%

Cooperatively market the City TIF and ARA grant programs	We continue to cross promote. Opportunity: more promotion of the program to our BID members – the new website will do this but a direct mail piece is another option.	Jen Abby	
Manage and promote the Gift Certificate Program	Opportunity: expand promotion of the gift certificate program direct to companies with summer intern programs, also as employee incentive gifts, holiday gifts	Meg - primary	
Manage and promote the Business recruitment grant program	Business recruitment grants slow start to the year. New recruitment piece, video and website coming soon! Opportunity: Entrepreneurship/mentor program with community partners to support start up business in downtown	Jen – primary	
Conduct business visits with ADI staff. Include Board members on occasion	Ongoing work, more time needed to set up one on one meetings. Opportunity: Set schedule for visits each month (I did this last year and included Chamber and City to join me) Revisit the ambassador program concept with past and current Board Members helping with meetings Challenge: capacity and time	Jen – primary	
Promote the Lawrence University internship program to downtown business and foster a collaborative connection with the business major faculty and students. Promote the LU student discount program to businesses to grow participation.	We are in discussion with LU about a Work Study employee for the summer season. The federal program pays 50% of wages to qualifying organizations. We will also help to promote intern programs for downtown businesses to participate in. Challenge: capacity, time, and resource	Jen – primary	
Host Business to Business programs and networking opportunities for downtown business owners quarterly	B2B was scheduled and promoted for April 5 th with J. Geiger Consulting – no registration and had to cancel Opportunity: create shareable videos or establish a pod cast for members Challenge: capacity, time, and resource	Abby/Meg Jen	

Downtown Management policies and programs to ensure that resources are available to continue to advance the vitality of downtown. Organizational Management			
Current work plan tasks	UPDATE	Primary staff	% of time
Manage the cooperative agreement between the BID, ADI and CDA and explore an organizational restructuring to increase our capacity	We are working on a full workload document to outline our annual projects. Collectively we are drafting work plans and process plans to better document and track our progress.	Jen - primary	Jen 25% Abby 60%
Utilizing the new Image Marketing Strategy: establish, invest and execute an Annual Image Marketing Plan of tactics and programs to promote, shopping, dining, attractions, employment, living in one great place!	The image marketing campaign is in process: Image Marketing committee meets 6/13 to review website and other updates Opportunities: future image marketing investments are identified in the strategic plan	Abby/Meg - primary	Carissa 10% Meg – 40%
Invest in a website upgrade for: AppletonDowntown.org	An RFP was executed and downtown business Coalesce was selected. The project is well underway. Finalizing the homepage in the next two weeks and the site map. Draft site to be shared at Image Marketing meeting 6/13 Many improvements: directory, calendar, member resources, living, new business resources etc...	Abby/Meg - primary	Meghan 70% Sandy 15%
Promote Downtown Watch engagement and communication through a tips line to APD. Establish and share a one step reporting process for non-emergency issues and damage	No new work on the tips line at this time – Challenge: capacity, time, and resource		
Communicate Weekly to our members with the Eblast system and Manage the social media network for business members to connect and share resources	Weekly Eblast: member and public: Converted to Constant Contact and revamped the layout. Opportunity: expand out public Eblast list and work on ways to increase member readership	Abby/Meg primary	
Host monthly committee meetings: Image Marketing Retail, Hospitality, Washington Square Economic Development, quarterly BID Board meetings, monthly ADI Board, quarterly CDA Board	Committee work is ongoing and requires the full team to manage from notices, agenda, minutes, follow ups, chair meetings, etc... Opportunity: incremental development ecosystem meeting will be added. add a youth advisory committee this fall.	Abby Carissa Sandy Jen	

Manage maintenance contracts and oversee project needs to enhance the cleanliness of the district. Include an annual sidewalk power washing of sidewalks. Draft and new maintenance agreement between the City of Appleton and the BID.	<p>Pfefferle contract and Riverview gardens contract are in motion. We continue to monitor graffiti as it is reported and execute clean up within appropriate time.</p> <p>Sidewalk power washing will be scheduled next this summer.</p> <p>Opportunity: launch the reporting system with J Geiger – the new DPW director will need to be in place as reports will go direct to their department staff and APD</p>	Jen – primary	
Sponsorship recruitment and relationship management , Grant writing Expand the membership structure as an investment support structure with greater reach to regional businesses that are looking to enhance workforce attractiveness of the Fox Cities	<p>The One Great Place campaign with CDA did well out of the gates - but now stalled – working on video testimonials for another support push this summer</p> <p>Lillians fundraiser \$600</p> <p>Sponsorship goal : \$339,275 of our \$346,000 goal</p> <p>Opportunity: grow general membership/investment support. Cultivate the materials and a campaign to approach local employers</p>	Meghan – primary	

Urban Form & Design policies and projects to create an identity and improve the appearance of downtown.			
Current work plan tasks	UPDATE	Primary staff	% of time
Launch an adopt a tree planter program that engages new partners to enhance the annual planter flowers or planter area lighting and Houdini Fountain area.	<p>Since we are unable to add additional plants - We are exploring a lighting enhancement option with uplighting LED spots or twinkle lights.</p> <p>Opportunity – add more flowers in other areas around Houdini, explore hanging baskets on side streets</p>	Jen - primary	Jen 7.5% Abby 5%
Manage and promote the Façade Improvement grant program	<p>Jan – May grants below</p> <p>Opportunity – establish a large-scale development grant \$50,000 or other amount: through fundraising, grants etc... Establish an incentive package for a grocery store</p>	Jen - primary	Carissa Meg Meghan
Work with DPW to update the graphics and information in the sidewalk kiosks and wayfinding signage	Offered to DPW to help coordinate the meetings to start the kiosk insert update work. suggesting QR code use. Digital sign interest – pricing is beyond city budget	Jen – primary Abby	Sandy

	Challenge: We have made another ask to see if we could take lead on the project. Waiting on an ask for a meeting to establish a process		
Street pole banner replacement as needed	6 more banners were ordered for replacement they are at DPW and a request for west end replacement has been sent	Jen - primary	

Public Spaces & Riverfront strategies for enhancing the public realm to support strong neighborhoods and the growth of Appleton's tourism industry, while also strengthening connections between downtown and the riverfront.

Current work plan tasks	UPDATE	Primary staff	% of time
Draft and implement a Houdini Plaza Enhancement Plan: such as: bring back the plastic lawn chairs, explore a proposal for a sound system to play music in Houdini Plaza during the daytime hours, curate a program schedule with community partners, add dog amenities	<p>Pursuing wooden Adirondack chairs, a water fountain and plantings along the back of the fountain. Lyssa King will take the lead on applying for a Downtown neighborhood grant to help support</p> <p>A wellness series will be hosted in Houdini during Farm Market mid June through August. Sponsored by AARP WI</p> <p>Opportunity: sound system in Houdini, dog amenities like exercise play equipment or a dog water add on to the water fountain</p>	<p>Jen – primary</p> <p>Carissa – primary</p>	<p>Jen – 5%</p> <p>Abby</p> <p>Carissa 10%</p> <p>Meg – 5%</p> <p>Meghan</p>
Assist the riverfront businesses coordinate a Trot the Fox type event: music, food, activities at stops along the Trail – ideally connected it to an existing downtown event.	Challenge : capacity, time, and resource to create an event plan for riverfront businesses to execute		Sandy
Install and maintain the parklet in a new location to be determined in the spring	<p>The parklet was installed on Washington St. again.</p> <p>Help is needed to keep plants watered and the space clean</p> <p>Opportunity: host free coffee day or cookie break day at the parklet, maybe partner with ATW and offer downtown employees ice cream bars. Add a dog leash hook up. A shade canopy would also be great!</p>	<p>Jen – primary</p> <p>Meg</p> <p>Volunteers</p>	

Façade Grants 2024

Applicant/tenant	Address	MSC	Paid	Grant request	\$45,000 Balance
J. Kippa Law LLC	133 E College Ave Façade major renovation grant	MSC Steve and Michael to approve with final breakdown of project cost from Corcoran Glass. Abstain Ryan	X	5000	40,000
J Kippa Law LLC	133 E College Ave Minor grant	Steve and Michael to approve Abstain Ryan	X	2500	37,500
J Kippa Law LLC	133 E College Ave Access Grant	MSC Matt and Steve to approve with final breakdown of project cost from Corcoran Glass. Abstain Ryan	X	2500	35,000
The Bar on the Avenue	427 W. College Ave	MSC Michael and Ryan to approve	X	1996	33,004
The Coop	400 Richmond St. STE G	MSC Ryan and Eric Max 50/50 on final invoice	X	692	30,650
Ototo Ramen	205 N. Richmond St	MSC Steve and Teresa to approve	X	1662	31,342
The 513	513 W College Ave	MSC Deb and Eric to approve Teresa Abstain.		2500	28,150
215 W College	General Store	MSC Tim/Teresa to approve	X	264	27,886
10 E College Ave	Fox Commons/ Dark Horse	MSC Eric/Walter to approve		5000	22,886
519 W. College	Déjà vu Martini Lounge and Monkey Bar	MSC Tim/Steve to approve		2500	20,386

Recruitment Grants 2024

Applicant	Address	MSC	paid	Grant request	15,000 Balance
Ototo Ramen	205 N Richmond St	MSC Steve and Michael to approve	X	1000	14,000
Rabbit Holes Counseling, LLC	513 W College Ave	MSC Steve and Tim to approve Abstain Teresa	X	975	13,025
The Coop	400 Richmond St STE G	MSC Ryan and Teresa	X	1000	12,025

APPENDIX C

2025

Budget

BUSINESS IMPROVEMENT DISTRICT PROPOSED 2025 BUDGET

REVENUE		2025 Budget
	BID Assessments	275,896
	Designated carryover	4,000
	Undesignated carryover	24,978
	Total	304,874
EXPENSES		
Contracted Services		
	ADI Staff support	55,000
Administrative	Supplies and operational services	6,496
BID Audit/Accounting		3,400
Marketing	Image marketing, graphic design, content creation	100,000
Economic Development		
	Façade Grants	45,000
	Recruitment Grant	15,000
	Business Recruitment	15,000
Maintenance services	Sidewalk cleaning, flowers, lights	40,000
Undesignated carryover		24,978
		304,874

APPENDIX D

2024-2025 BID Board List

Board Member	Business	Category
David Kress	City of Appleton – Deputy Director Community Development Department	City Government
Benjamin King	King Brokerage	Property owner / Business Owner –office/ Downtown Resident
Brad Schwebs	NAI Pfefferle/Pfefferle Management	Property owner representative / Office
Gary Schmitz – President	Retired	
Walter Schonfeld	Downtown Property Owner	Property and Business Owner – office
Bill Wetzel - Secretary	Acoca Coffee	Property Owner / Business Owner Hospitality
Jason Druxman– Treasurer	Avenue Jewelers	Business Owner: Retail & property/co-owner
Tim Ceman	Noble Assets	Property Owner
Nate Weyenberg	Angels Forever Windows of Light	Property Owner / Business Owner: Retail

Appendix E

Schedule of Assessments (attached)

Parcel ID	St Number	Pre Direction	Street Name & Way	Owner First Name	Owner Middle Name	Owner Last Name	Condo % Ownership		Land Assessed Value	Building Assessed Value	Total Assessed Value	Assessment		
								Unit#				Assessment	Min/Max Adj	Total Assessment
312000200	303	E	COLLEGE AVE			WP & R INC			\$165,200	\$182,500	\$347,700	956.18	956.18	956.18
312000300	305	E	COLLEGE AVE			GO TO COLLEGE LLC			\$69,500	\$110,000	\$179,500	493.63	493.63	493.63
312000400	311	E	COLLEGE AVE			311 COLLEGE AVE LLC			\$54,500	\$141,500	\$196,000	539.00	539.00	539.00
312001700	231	E	COLLEGE AVE			FURMAN PROPERTIES LLC			\$87,200	\$360,500	\$447,700	1,231.18	1,231.18	1,231.18
312001900	229	E	COLLEGE AVE			NOBLE ASSETS LLC			\$35,500	\$114,000	\$149,500	411.13	411.13	411.13
312002000	227	E	COLLEGE AVE			FIFTY-ONE FIFTY LLC			\$39,700	\$158,000	\$197,700	543.68	543.68	543.68
312002100	225	E	COLLEGE AVE	WENDY		KRUEGER ET AL			\$41,500	\$120,000	\$161,500	444.13	444.13	444.13
312002200	223	E	COLLEGE AVE			223 COLLEGE LLC			\$75,900	\$162,000	\$237,900	654.23	654.23	654.23
312002300	219	E	COLLEGE AVE			219 COLLEGE LLC			\$75,900	\$84,000	\$159,900	439.73	439.73	439.73
312002500	217	E	COLLEGE AVE	ANTHONY	A	MUELLER			\$75,900	\$140,000	\$215,900	593.73	593.73	593.73
312002600	215	E	COLLEGE AVE			KORN ACQUISITIONS R.E. LLC			\$76,200	\$254,300	\$330,500	908.88	908.88	908.88
312002700	213	E	COLLEGE AVE			SHIRAZ HOLDINGS LLC			\$78,400	\$189,500	\$267,900	736.73	736.73	736.73
312003100	201	E	COLLEGE AVE			GABRIEL LOFTS LLC			\$381,300	\$4,279,500	\$4,660,800	12,817.20	5,500.00	5,500.00
312003800	101	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$47,300	\$237,700	\$285,000	783.75	783.75	783.75
312003900	103	E	COLLEGE AVE			FA & VB LLC			\$145,200	\$403,800	\$549,000	1,509.75	1,509.75	1,509.75
312004000	107	E	COLLEGE AVE	RAYMON	L	ASPLUND			\$60,500	\$163,000	\$223,500	614.63	614.63	614.63
312004100	109	E	COLLEGE AVE			DKS REALTY WISCONSIN IV LLC			\$67,000	\$154,000	\$221,000	607.75	607.75	607.75
312004200	111	E	COLLEGE AVE			DKS REALTY WISCONSIN IV LLC			\$67,000	\$154,500	\$221,500	609.13	609.13	609.13
312004300	113	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$69,600	\$175,000	\$244,600	672.65	672.65	672.65
312004400	115	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$187,400	\$517,000	\$704,400	1,937.10	1,937.10	1,937.10
312004600	121	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$58,600	\$142,000	\$200,600	551.65	551.65	551.65
312004700	123	E	COLLEGE AVE			ECO PROPERTIES LLC			\$56,700	\$157,000	\$213,700	587.68	587.68	587.68
312004800	125	E	COLLEGE AVE			SOMA CORPORATION			\$60,000	\$295,000	\$355,000	976.25	976.25	976.25
312004900	127	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$74,200	\$163,500	\$237,700	653.68	653.68	653.68
312005000	129	E	COLLEGE AVE			BEHNKE PROPERTIES LLC			\$74,200	\$231,500	\$305,700	840.68	840.68	840.68
312005100	133	E	COLLEGE AVE			GREENSIDE PROPERTIES LLC			\$74,200	\$393,500	\$467,700	1,286.18	1,286.18	1,286.18
312005101	135	E	COLLEGE AVE			GREENSIDE PROPERTIES LLC			\$77,200	\$150,500	\$227,700	626.18	626.18	626.18
312006900	107	W	COLLEGE AVE			BAZIL PROPERTIES LLC			\$108,100	\$378,500	\$486,600	1,338.15	1,338.15	1,338.15
312007000	101	W	COLLEGE AVE			ZUELKE FLATS LLC			\$171,000	\$9,625,000	\$9,796,000	26,939.00	5,500.00	5,500.00
312007200	100	W	LAWRENCE ST			100 W LAWRENCE STREET FEE LLC			\$526,800	\$9,500,000	\$10,026,800	27,573.70	5,500.00	5,500.00
312007400	221	W	COLLEGE AVE			SHAH BECK GROUP LLC			\$583,500	\$2,626,000	\$3,209,500	8,826.13	5,500.00	5,500.00
312007800	215	W	COLLEGE AVE			PASSION8 LLC			\$118,100	\$286,500	\$404,600	1,112.65	1,112.65	1,112.65
312007900	211	W	COLLEGE AVE			KING BROKERAGE LTD			\$175,400	\$625,600	\$801,000	2,202.75	2,202.75	2,202.75
312008000	207	W	COLLEGE AVE			TUSLER PROPERTIES LLC			\$87,600	\$299,000	\$386,600	1,063.15	1,063.15	1,063.15
312008100	205	W	COLLEGE AVE	STEVEN		HECKENLAIBLE LIV TRUST			\$51,900	\$231,800	\$283,700	780.18	780.18	780.18

312008200	203	W	COLLEGE AVE			CLEO'S REAL ESTATE PARTNERSHIP			\$53,000	\$305,500	\$358,500	985.88	985.88	985.88
312008300	201	W	COLLEGE AVE			VOYAGEURS 201 LLC			\$63,100	\$447,500	\$510,600	1,404.15	1,404.15	1,404.15
312008400	117	S	APPLETON ST			THEOBALD-APPLETON RENTAL PROPERTY LLC			\$24,200	\$136,800	\$161,000	442.75	442.75	442.75
312009200	343	W	COLLEGE AVE			DURTY PROPERTIES LLC			\$61,100	\$124,400	\$185,500	510.13	510.13	510.13
312009201	345	W	COLLEGE AVE			ANDREWZKI HOLDINGS LLC			\$50,200	\$137,500	\$187,700	516.18	516.18	516.18
312009500	333	W	COLLEGE AVE			333 COLLEGE LEASED FEE LLC	21.00%		\$356,600	\$2,900,000	\$3,256,600	8,955.65	5,500.00	1,155.00
312009600	333	W	COLLEGE AVE			333 COLLEGE LEASED FEE LLC	79.00%		\$2,220,300	\$11,150,000	\$13,370,300	36,768.33	5,500.00	4,345.00
312023300	125	N	SUPERIOR ST			FOX CITIES CHAMBER OF COMMERCE			\$184,300	\$562,700	\$747,000	2,054.25	2,054.25	2,054.25
312023500	342	W	COLLEGE AVE			HVN COMMERCIAL HOLDINGS LLC			\$435,300	\$1,645,500	\$2,080,800	5,722.20	5,500.00	5,500.00
312023800	330	W	COLLEGE AVE			330 COLLEGE LLC			\$382,200	\$2,015,300	\$2,397,500	6,593.13	5,500.00	5,500.00
312024200	322	W	COLLEGE AVE			DOUGHLICIOUS REAL ESTATE HOLDINGS LLC			\$127,000	\$248,500	\$375,500	1,032.63	1,032.63	1,032.63
312024300	318	W	COLLEGE AVE			318 COLLEGE AVE LLC			\$384,200	\$7,440,000	\$7,824,200	21,516.55	5,500.00	5,500.00
312024800	310	W	COLLEGE AVE	NATHAN	S	WEYENBERG			\$63,600	\$121,000	\$184,600	507.65	507.65	507.65
312025000	300	W	COLLEGE AVE			FOX CITIES HOTEL INVESTORS LLC			\$372,500	\$6,618,300	\$6,990,800	19,224.70	5,500.00	5,500.00
312025300	131	N	APPLETON ST			LOFGREN PROPERTIES 6 LLC ET AL			\$385,600	\$151,000	\$536,600	1,475.65	1,475.65	1,475.65
312025700	222	W	COLLEGE AVE			USV 222 LLC			\$610,500	\$12,300,000	\$12,910,500	35,503.88	5,500.00	5,500.00
312026000	210	W	COLLEGE AVE			PATTEN PROPERTIES LLC			\$173,000	\$706,800	\$879,800	2,419.45	2,419.45	2,419.45
312026300	200	W	COLLEGE AVE			LOFGREN PROPERTIES 6 LLC ET AL			\$355,300	\$1,750,400	\$2,105,700	5,790.68	5,500.00	5,500.00
312027303	100	W	COLLEGE AVE			NKHH LLC	1.30%	50B	\$7,300	\$100	\$7,400	20.35	275.00	71.50
312027304	100	W	COLLEGE AVE			NKHH LLC	8.00%	50C	\$4,500	\$100	\$4,600	12.65	275.00	440.00
312027309	100	W	COLLEGE AVE			NKHH LLC	0.20%	50H	\$1,100	\$2,900	\$4,000	11.00	275.00	11.00
312027330	100	W	COLLEGE AVE			NKHH LLC	15.90%	300A	\$89,700	\$1,173,400	\$1,263,100	3,473.53	3,473.53	874.50
312027340	100	W	COLLEGE AVE			NKHH LLC	15.90%	400A	\$89,700	\$1,178,200	\$1,267,900	3,486.73	3,486.73	874.50
312027341	100	W	COLLEGE AVE			NKHH LLC	0.10%	400B	\$600	\$4,400	\$5,000	13.75	275.00	5.50
312027342	100	W	COLLEGE AVE			NKHH LLC	0.10%	400C	\$600	\$6,900	\$7,500	20.63	275.00	5.50
312028200	122	E	COLLEGE AVE			PFEFFERLE INVESTMENTS INC ET	34.00%	001	\$514,200	\$602,000	\$1,116,200	3,069.55	3,069.55	1,870.00
312028201	122	E	COLLEGE AVE			PFEFFERLE INVESTMENTS INC ET	0.17%	002	\$2,600	\$400	\$3,000	8.25	275.00	9.35
312028202	122	E	COLLEGE AVE			APPLETON EDUCATION FOUNDATI	9.42%	101	\$142,500	\$770,000	\$912,500	2,509.38	2,509.38	518.10
312028203	122	E	COLLEGE AVE			WASHINGTON STREET R.E. INVES	0.54%	102	\$8,200	\$19,500	\$27,700	76.18	275.00	29.70
312028204	122	E	COLLEGE AVE			APPLETON EDUCATION FOUNDATI	0.93%	103	\$14,100	\$71,600	\$85,700	235.68	275.00	51.15
312028205	122	E	COLLEGE AVE			SS HOFFMAN HOLDINGS LLC	0.58%	104	\$8,800	\$19,000	\$27,800	76.45	275.00	31.90
312028206	122	E	COLLEGE AVE			APPLETON EDUCATION FOUNDATI	6.68%	105	\$0	\$658,000	\$658,000	1,809.50	1,809.50	367.40
312028210	122	E	COLLEGE AVE			PFEFFERLE INVESTMENTS INC ET	18.52%	204	\$280,100	\$2,182,500	\$2,462,600	6,772.15	5,500.00	1,018.60
312028211	122	E	COLLEGE AVE			PFEFFERLE INVESTMENTS INC ET	0.26%	205	\$3,900	\$400	\$4,300	11.83	275.00	14.30
312028212	122	E	COLLEGE AVE			PFEFFERLE INVESTMENTS INC ET	0.27%	206	\$4,100	\$17,600	\$21,700	59.68	275.00	14.85
312028213	122	E	COLLEGE AVE			WASHINGTON STREET R.E. INVES	3.45%	301	\$52,200	\$345,500	\$397,700	1,093.68	1,093.68	189.75
312028214	122	E	COLLEGE AVE			WASHINGTON STREET R.E. INVES	3.11%	106	\$47,000	\$491,000	\$538,000	1,479.50	1,479.50	171.05
312028215	122	E	COLLEGE AVE			SS HOFFMAN HOLDINGS LLC	7.90%	107	\$119,500	\$698,000	\$817,500	2,248.13	2,248.13	434.50

312028700	100	E	COLLEGE AVE			Y&T PROPERTIES LLC			\$72,400	\$253,500	\$325,900	896.23	896.23	896.23
312029001	10	E	COLLEGE AVE			FOX COMMONS PROPERTIES LLC			\$1,078,000	\$775,400	\$1,853,400	5,096.85	5,096.85	5,096.85
312029002	10	E	COLLEGE AVE			MOSAIC FAMILY HEALTH INC			\$297,700	\$214,200	\$511,900	1,407.73	1,407.73	1,407.73
312030200	130	N	MORRISON ST			DAUNTLESS PROPERTIES LLC			\$30,500	\$143,000	\$173,500	477.13	477.13	477.13
312030300	120	N	MORRISON ST			MORRISON BUILDING LLC			\$131,200	\$526,500	\$657,700	1,808.68	1,808.68	1,808.68
312031100	129	N	DURKEE ST			229 WASHINGTON LLC			\$93,700	\$260,000	\$353,700	972.68	972.68	972.68
312031200	200	E	COLLEGE AVE			200 COLLEGE LLC			\$129,200	\$628,500	\$757,700	2,083.68	2,083.68	2,083.68
312031300	204	E	COLLEGE AVE			FA & VB LLC			\$124,500	\$571,000	\$695,500	1,912.63	1,912.63	1,912.63
312031500	208	E	COLLEGE AVE			TENNIE'S JEWELRY PROPERTIES LLC			\$60,700	\$118,000	\$178,700	491.43	491.43	491.43
312031600	212	E	COLLEGE AVE	BRADLEY	R	VANDINTER			\$63,500	\$123,300	\$186,800	513.70	513.70	513.70
312031700	216	E	COLLEGE AVE			214/216 COLLEGE LLC			\$124,200	\$383,500	\$507,700	1,396.18	1,396.18	1,396.18
312031900	218	E	COLLEGE AVE			218220 COLLEGE LLC			\$120,100	\$348,500	\$468,600	1,288.65	1,288.65	1,288.65
312032100	222	E	COLLEGE AVE			222 E COLLEGE AVE LLC			\$59,400	\$290,500	\$349,900	962.23	962.23	962.23
312032200	224	E	COLLEGE AVE			TROOPER PROPERTIES LLC			\$101,600	\$490,000	\$591,600	1,626.90	1,626.90	1,626.90
312032300	230	E	COLLEGE AVE			CJW PROPERTIES LLC			\$87,100	\$153,500	\$240,600	661.65	661.65	661.65
312032400	232	E	COLLEGE AVE			CJW PROPERTIES LLC			\$76,900	\$191,000	\$267,900	736.73	736.73	736.73
312032500	109	N	DURKEE ST			CJW PROPERTIES LLC			\$12,600	\$100,000	\$112,600	309.65	309.65	309.65
312033300	323	E	WASHINGTON ST			LAWRENCE UNIVERSITY OF WISCONSIN			\$319,400	\$30,500	\$349,900	962.23	962.23	962.23
312033400	331	E	WASHINGTON ST			DMW INVESTMENTS LLC			\$75,000	\$200,500	\$275,500	757.63	757.63	757.63
312033700	300	E	COLLEGE AVE			BGO LLC			\$250,400	\$195,500	\$445,900	1,226.23	1,226.23	1,226.23
312034000	308	E	COLLEGE AVE			BGO LLC			\$124,500	\$247,000	\$371,500	1,021.63	1,021.63	1,021.63
312034200	314	E	COLLEGE AVE			BOMB ALLEY LLC			\$61,900	\$144,000	\$205,900	566.23	566.23	566.23
312034300	320	E	COLLEGE AVE			320 EAST COLLEGE LLC			\$234,900	\$9,800,000	\$10,034,900	27,595.98	5,500.00	5,500.00
312035300	200	N	DURKEE ST			FIRSTAR BANK APPLETON			\$620,500	\$1,100,000	\$1,720,500	4,731.38	4,731.38	4,731.38
312036300	230	N	MORRISON ST			OPTION L PROPERTIES LLC			\$139,600	\$271,000	\$410,600	1,129.15	1,129.15	1,129.15
312036600	200	E	WASHINGTON ST			SKY APPLETON LLC ET AL			\$888,000	\$8,100,000	\$8,988,000	24,717.00	5,500.00	5,500.00
312037100	229	E	FRANKLIN ST			DETWEILER PROPERTIES LLC			\$75,500	\$198,000	\$273,500	752.13	752.13	752.13
312040400	231	W	FRANKLIN ST			APPLETON HISTORICAL SOCIETY INC			\$176,800	\$213,200	\$390,000	1,072.50	1,072.50	1,072.50
312040500	214	N	SUPERIOR ST			214 SUPERIOR LLC			\$21,500	\$181,000	\$202,500	556.88	556.88	556.88
312040800	233	N	APPLETON ST			THE HISTORIC CORNERSTONE LLC			\$114,500	\$143,000	\$257,500	708.13	708.13	708.13
312041700	211	N	APPLETON ST			VINTAGE-SPECIALTY PROPERTIES LLC			\$33,000	\$157,500	\$190,500	523.88	523.88	523.88
312041800	207	N	APPLETON ST			APOLLON PROPERTIES LLC			\$40,300	\$233,000	\$273,300	751.58	751.58	751.58
312043006	218	N	DIVISION ST	ROBERT	E	HOERSCH			\$80,000	\$172,000	\$252,000	693.00	693.00	693.00
312043600	300	N	APPLETON ST			FITZGERALD PROPERTIES LLC			\$75,000	\$365,000	\$440,000	1,210.00	1,210.00	1,210.00
312045800	130	E	FRANKLIN ST			FOX VALLEY LITERACY INC			\$46,200	\$289,500	\$335,700	923.18	923.18	923.18
313084700	201	S	WALNUT ST			MIP LLC			\$106,600	\$358,000	\$464,600	1,277.65	1,277.65	1,277.65
313084900	211	S	WALNUT ST			NOBLE ASSETS LLC			\$32,400	\$168,500	\$200,900	552.48	552.48	552.48
313085500	516	W	EIGHTH ST			NORWEST BANK WISCONSIN APPLETON			\$352,500	\$165,300	\$517,800	1,423.95	1,423.95	1,423.95

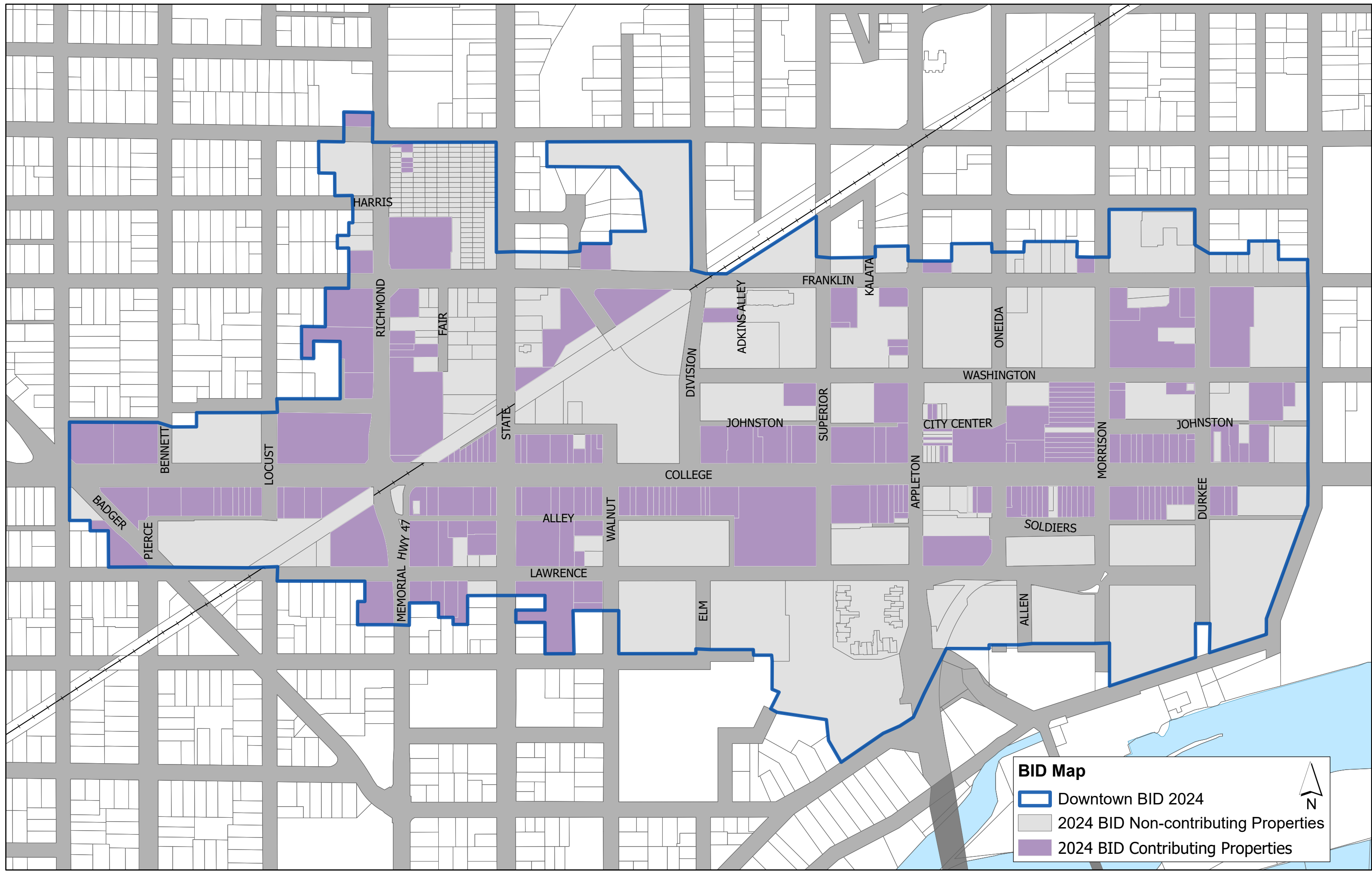
313087600	206	S	MEMORIAL DR			MSV ENTERPRISE LLC			\$63,900	\$186,000	\$249,900	687.23	687.23	687.23
313087700	625	W	LAWRENCE ST			920 HOME PRO LLC			\$41,700	\$72,900	\$114,600	315.15	315.15	315.15
313087800	621	W	LAWRENCE ST			MB HOMES LLC			\$58,900	\$229,000	\$287,900	791.73	791.73	791.73
313087900	617	W	LAWRENCE ST			BEHNKE PROPERTIES LLC			\$52,400	\$45,600	\$98,000	269.50	275.00	275.00
313088300	215	S	MEMORIAL DR			DECLEENE-ZELLNER LLC			\$162,600	\$478,300	\$640,900	1,762.48	1,762.48	1,762.48
313093400	131	S	BADGER AVE	JAMES	M	BOYLE SURVIVOR'S TRUST			\$90,400	\$45,600	\$136,000	374.00	374.00	374.00
313093700	911	W	COLLEGE AVE			S & K FOOD MART INC			\$159,800	\$330,000	\$489,800	1,346.95	1,346.95	1,346.95
313093800	843	W	COLLEGE AVE	LANCE	L	NEVINS REV TRUST			\$151,600	\$351,000	\$502,600	1,382.15	1,382.15	1,382.15
313094300	823	W	COLLEGE AVE			BLOCK 800 LLC			\$147,300	\$5,396,000	\$5,543,300	15,244.08	5,500.00	5,500.00
313094400	819	W	COLLEGE AVE	SARA	K	PIERRI REV TRUST			\$35,900	\$134,000	\$169,900	467.23	467.23	467.23
313094500	815	W	COLLEGE AVE	SARA	K	PIERRI REV TRUST			\$56,500	\$227,000	\$283,500	779.63	779.63	779.63
313094501	813	W	COLLEGE AVE	SARA	K	PIERRI REV TRUST			\$29,700	\$80,500	\$110,200	303.05	303.05	303.05
313094600	809	W	COLLEGE AVE			PIONEER PROFESSIONAL CARPET CARE LLC			\$28,700	\$133,500	\$162,200	446.05	446.05	446.05
313094700	807	W	COLLEGE AVE			OUTPOST 31 LLC			\$28,700	\$131,700	\$160,400	441.10	441.10	441.10
313094800	801	W	COLLEGE AVE			TERRELL PROPERTIES LLC			\$57,500	\$275,000	\$332,500	914.38	914.38	914.38
313096000	745	W	COLLEGE AVE			PACIFIC HOLDINGS LLC			\$36,400	\$348,000	\$384,400	1,057.10	1,057.10	1,057.10
313096100	741	W	COLLEGE AVE			I KNOW, RIGHT? LLC			\$66,600	\$50,000	\$116,600	320.65	320.65	320.65
313096301	733	W	COLLEGE AVE			SPATS FOOD AND SPIRITS LLC			\$84,000	\$167,500	\$251,500	691.63	691.63	691.63
313096400	719	W	COLLEGE AVE	JENNY KONG		YU			\$114,100	\$185,300	\$299,400	823.35	823.35	823.35
313097200	127	S	MEMORIAL DR			ZCF QOZB LLC			\$353,900	\$1,412,000	\$1,765,900	4,856.23	4,856.23	4,856.23
313097600	623	W	COLLEGE AVE			GENIA'S LEGACY LLC			\$86,800	\$240,000	\$326,800	898.70	898.70	898.70
313097601	104	S	MEMORIAL DR	MAI		VANG			\$121,500	\$117,000	\$238,500	655.88	655.88	655.88
313097900	609	W	COLLEGE AVE			APPLETON WEST END REALTY LTD			\$249,000	\$360,000	\$609,000	1,674.75	1,674.75	1,674.75
313098300	603	W	COLLEGE AVE			DAS VENTURES HOLDINGS LLC			\$141,200	\$579,500	\$720,700	1,981.93	1,981.93	1,981.93
313098500	601	W	COLLEGE AVE	JAMES		LISON			\$54,000	\$297,500	\$351,500	966.63	966.63	966.63
313098600	115	S	STATE ST			MCFLESHMAN'S COMMONS LLC			\$74,000	\$539,000	\$613,000	1,685.75	1,685.75	1,685.75
313098800	121	S	STATE ST			121 STATE ST LLC			\$103,800	\$151,000	\$254,800	700.70	700.70	700.70
313099300	620	W	LAWRENCE ST			RUBY LOU PROPERTIES LLC			\$75,900	\$200,000	\$275,900	758.73	758.73	758.73
313099600	122	S	MEMORIAL DR			2026 WISCONSIN AVE LLC ET AL			\$205,000	\$160,500	\$365,500	1,005.13	1,005.13	1,005.13
313099800	613	W	COLLEGE AVE			RUBY LOU PROPERTIES LLC			\$40,000	\$75,500	\$115,500	317.63	317.63	317.63
313099900	535	W	COLLEGE AVE	JOHN	C	GREINER			\$62,900	\$210,000	\$272,900	750.48	750.48	750.48
313100300	523	W	COLLEGE AVE			EFS LLC			\$299,700	\$848,000	\$1,147,700	3,156.18	3,156.18	3,156.18
313100400	519	W	COLLEGE AVE			KOROLL PROPERTIES LLC			\$94,900	\$355,000	\$449,900	1,237.23	1,237.23	1,237.23
313100500	513	W	COLLEGE AVE			BELA DEVELOPMENT LLC			\$154,900	\$1,600,000	\$1,754,900	4,825.98	4,825.98	4,825.98
313100600	516	W	LAWRENCE ST			BELA DEVELOPMENT LLC			\$117,500	\$18,000	\$135,500	372.63	372.63	372.63
313100800	118	S	STATE ST			NORWEST BANK WISCONSIN APPLETON			\$383,000	\$970,000	\$1,353,000	3,720.75	3,720.75	3,720.75
313101500	510	W	LAWRENCE ST	CRESENCIO		VICTORIA			\$30,300	\$64,600	\$94,900	260.98	275.00	275.00
313101700	119	S	WALNUT ST			IMPERIAL ASSETS LLC			\$89,400	\$126,500	\$215,900	593.73	593.73	593.73

313102000	511	W	COLLEGE AVE			TOBACNOIR LLC			\$126,700	\$655,000	\$781,700	2,149.68	2,149.68	2,149.68
313102100	507	W	COLLEGE AVE			VICTORIAS APPLETON INC			\$66,200	\$279,300	\$345,500	950.13	950.13	950.13
313102200	503	W	COLLEGE AVE			VICTORIAS APPLETON INC			\$132,000	\$275,000	\$407,000	1,119.25	1,119.25	1,119.25
313102300	427	W	COLLEGE AVE			THE BAR GROUP LLC			\$145,300	\$823,500	\$968,800	2,664.20	2,664.20	2,664.20
313102500	425	W	COLLEGE AVE			SUESS MANAGEMENT LLC			\$72,000	\$268,000	\$340,000	935.00	935.00	935.00
313102700	423	W	COLLEGE AVE			FERRUCCIO VC INC			\$141,100	\$1,245,500	\$1,386,600	3,813.15	3,813.15	3,813.15
313102800	417	W	COLLEGE AVE			TH2 INVESTMENTS LLC			\$75,400	\$320,500	\$395,900	1,088.73	1,088.73	1,088.73
313102900	415	W	COLLEGE AVE			HLK VENTURES LLC			\$69,000	\$250,000	\$319,000	877.25	877.25	877.25
313103000	413	W	COLLEGE AVE			RVC LLC			\$72,000	\$203,800	\$275,800	758.45	758.45	758.45
313103100	411	W	COLLEGE AVE	MERLJE		ELMAZI			\$72,000	\$195,700	\$267,700	736.18	736.18	736.18
313103200	409	W	COLLEGE AVE	JULIA		MORALES			\$72,000	\$207,500	\$279,500	768.63	768.63	768.63
313103300	403	W	COLLEGE AVE			AH&M ENTERPRISES LLC			\$292,800	\$1,090,700	\$1,383,500	3,804.63	3,804.63	3,804.63
315069300	305	N	RICHMOND ST			MYLEE'S EGG ROLLS LLC			\$74,700	\$168,000	\$242,700	667.43	667.43	667.43
315071200	225	N	RICHMOND ST			BLUE OFFICE LLC			\$255,200	\$450,400	\$705,600	1,940.40	1,940.40	1,940.40
315105800	532	W	COLLEGE AVE			KEYSTONE FUTURES LLC			\$62,900	\$534,000	\$596,900	1,641.48	1,641.48	1,641.48
315105900	530	W	COLLEGE AVE	ANDREW	R	THORNELL			\$60,500	\$140,500	\$201,000	552.75	552.75	552.75
315106000	524	W	COLLEGE AVE	PATRICK	J	FLANAGAN			\$246,300	\$367,000	\$613,300	1,686.58	1,686.58	1,686.58
315106300	514	W	COLLEGE AVE			NOBLE ASSETS LLC			\$189,700	\$258,000	\$447,700	1,231.18	1,231.18	1,231.18
315106500	512	W	COLLEGE AVE			FRASER PROPERTIES LLC			\$64,000	\$109,500	\$173,500	477.13	477.13	477.13
315106700	508	W	COLLEGE AVE			FRASER PROPERTIES LLC			\$67,500	\$154,000	\$221,500	609.13	609.13	609.13
315106800	506	W	COLLEGE AVE			FRASER PROPERTIES LLC			\$66,200	\$137,500	\$203,700	560.18	560.18	560.18
315107000	500	W	COLLEGE AVE			COLLEGE AVE LEGACY LLC	75.00%		\$101,500	\$273,500	\$375,000	1,031.25	1,031.25	1,031.25
315107001	111	N	WALNUT ST	NATASHA		BANKS	25.00%		\$32,700	\$65,000	\$97,700	268.68	275.00	275.00
315107500	509	W	FRANKLIN ST			BELFEUIL RENTALS LLC			\$124,800	\$110,000	\$234,800	645.70	645.70	645.70
315107502	437	W	FRANKLIN ST			RUNNING PROPERTIES LLC			\$127,700	\$170,000	\$297,700	818.68	818.68	818.68
315107600	136	N	STATE ST	ROBERT		CASTON (ESTATE)			\$51,800	\$66,000	\$117,800	323.95	323.95	323.95
315110000	306	N	RICHMOND ST			KWIK TRIP INC			\$415,600	\$1,568,900	\$1,984,500	5,457.38	5,457.38	5,457.38
315110100	400	N	RICHMOND ST			JN INVESTMENT PROPERTIES LLC ET AL			\$67,700	\$655,300	\$723,000	1,988.25	1,988.25	1,988.25
315110120	400	N	RICHMOND ST			JN INVESTMENT PROPERTIES LLC ET AL			\$16,800	\$121,800	\$138,600	381.15	381.15	381.15
315110121	400	N	RICHMOND ST			JN INVESTMENT PROPERTIES LLC ET AL			\$85,300	\$495,900	\$581,200	1,598.30	1,598.30	1,598.30
315110122	400	N	RICHMOND ST			JN INVESTMENT PROPERTIES LLC ET AL			\$14,100	\$146,600	\$160,700	441.93	441.93	441.93
315113900	226	N	RICHMOND ST			2418 S ONEIDA ST LLC			\$83,600	\$100	\$83,700	230.18	275.00	275.00
315114700	208	N	RICHMOND ST	JAMIE	L	BOYCE			\$43,300	\$83,500	\$126,800	348.70	348.70	348.70
315114800	200	N	RICHMOND ST	JAMIE	L	BOYCE			\$60,600	\$96,000	\$156,600	430.65	430.65	430.65
315114801	204	N	RICHMOND ST	JAMIE	L	BOYCE			\$18,400	\$89,500	\$107,900	296.73	296.73	296.73
315115800	110	N	RICHMOND ST			OLD BRICK PROPERTIES LLC			\$647,700	\$489,100	\$1,136,800	3,126.20	3,126.20	3,126.20
315115900	638	W	COLLEGE AVE			FISHER LLC			\$41,700	\$37,800	\$79,500	218.63	275.00	275.00
315116000	600	W	COLLEGE AVE	EMILIANO		MORALES REV LIV TRUST			\$65,600	\$177,000	\$242,600	667.15	667.15	667.15

315116200	602	W	COLLEGE AVE	SHANE		KRUEGER			\$42,900	\$127,000	\$169,900	467.23	467.23	467.23
315116300	604	W	COLLEGE AVE			FDS LLC			\$36,100	\$134,500	\$170,600	469.15	469.15	469.15
315116400	606	W	COLLEGE AVE	FREDERICK	G	VANHANDEL			\$31,200	\$120,500	\$151,700	417.18	417.18	417.18
315116500	610	W	COLLEGE AVE	FREDERICK	G	VANHANDEL			\$25,700	\$128,000	\$153,700	422.68	422.68	422.68
315116600	612	W	COLLEGE AVE			INVESTMENT CREATIONS LLC			\$20,700	\$131,000	\$151,700	417.18	417.18	417.18
315116700	614	W	COLLEGE AVE			DRS INVESTMENTS LLC			\$18,600	\$132,000	\$150,600	414.15	414.15	414.15
315116800	616	W	COLLEGE AVE	DANIEL	J	YDE			\$12,700	\$93,000	\$105,700	290.68	290.68	290.68
315116900	618	W	COLLEGE AVE	ANTAR		BARQUET-LEYTE ET AL			\$11,200	\$34,500	\$45,700	125.68	275.00	275.00
315117300	700	W	COLLEGE AVE			GRANITE PEAK PROPERTY INVESTMENTS LP ET AL			\$937,500	\$1,409,300	\$2,346,800	6,453.70	5,500.00	5,500.00
315118400	137	N	RICHMOND ST			CHRISTENSEN LAND CO			\$281,100	\$555,500	\$836,600	2,300.65	2,300.65	2,300.65
315118700	133	N	RICHMOND ST			EVERGREEN CREDIT UNION			\$102,900	\$450,000	\$552,900	1,520.48	1,520.48	1,520.48
315121200	900	W	COLLEGE AVE	JOHN	C	MAY REV TRUST			\$282,700	\$1,045,000	\$1,327,700	3,651.18	3,651.18	3,651.18
315121600	926	W	COLLEGE AVE			CAPITAL CREDIT UNION			\$288,000	\$387,500	\$675,500	1,857.63	1,857.63	1,857.63
315128300	501	N	RICHMOND ST			TARDIGRADE PROPERTIES LLC			\$46,800	\$160,000	\$206,800	568.70	568.70	568.70
315191800	500	W	FRANKLIN ST			FRANKLIN PROPERTIES LLC			\$69,900	\$206,000	\$275,900	758.73	758.73	758.73
									\$29,257,500	\$153,596,000	\$182,853,500	<u>275,896.69</u>		

Appendix F

Map of District



Appleton Downtown, Inc.,
Business Improvement District & Creative Downtown Appleton, Inc.

2023 ANNUAL REPORT

“ Lawrence University is proud to support the incredible work of Appleton Downtown, Inc. (ADI) and contribute to a **vibrant Downtown that makes Appleton ‘One Great Place’ to live, work, learn, and play.** Our continued investment in the Downtown corridor, coupled with our deepening partnership with ADI, will allow us to better serve and support our students, strengthen our engagement with the Downtown community, and reinforce our commitment to a thriving and flourishing Appleton. ”

– President Laurie A. Carter, Lawrence University

“ Choosing Downtown Appleton for my business is a heartfelt decision. It’s a vibrant community bursting with life, where local businesses are cherished. **With its rich tapestry of entertainment, cuisine, art, and culture,** Downtown Appleton offers the perfect backdrop for introducing something new. Supported by Appleton Downtown, Inc. and a lively event calendar, I see it as the ideal home for my dream venture. A place where I thrive among a diverse, vibrant community, spreading joy and being part of something truly special. ”

– Fanni Xie, Owner of Uni Uni Appleton

“ **Moving my business Downtown was one of the easiest decisions I have ever made!** Downtown Appleton is a culturally diverse location with a small-town feel. Our new location allowed us to expand our product lines with the larger storefront and our customer base with its prime location. ”

– Nicole Rocheleau, Owner, Sugar Rushlow Boutique

“ When it came time to renew our lease in the 222 building, we decided to look for a new permanent location, my only stipulation was it had to be in Downtown Appleton. Our modern space is matched by Downtown amenities including covered parking and countless choices to meet friends and colleagues for coffee, dinner or cocktails. **Downtown Appleton continues to raise the bar as the go-to place for entertainment and we are blessed to be a part of it!** ”

– Dan Van Daalwyk, President, Telmark Sales Solutions Inc.

Appleton
DOWNTOWN
incorporated

BUSINESS IMPROVEMENT DISTRICT
& CREATIVE DOWNTOWN APPLETON



2023 ADI & CDA HIGHLIGHTS

A YEAR IN REVIEW

DOWNTOWN APPLETON THRIVES IN 2023

As we turn the page on another year, we're filled with excitement about the continued growth and development of Downtown Appleton. While we faced certain challenges, including fewer business openings and some closures, the overall momentum in development projects remained exceptional. It was ultimately a year marked by significant progress, exciting announcements, and a spirit of collaboration.

- **Downtown Development:** The year kicked off with the highly anticipated Appleton Public Library redevelopment and expansion project, promising a vibrant new space for learning and community engagement. We remain captivated by the Fox Commons project, a mixed-use redevelopment poised to become a vibrant center for medical services, student housing, and entrepreneurship. The partnership between Lawrence University and The Trout Museum of Art further solidified Downtown as a cultural and educational hub with their plans for a new museum, student learning center, and market-rate apartments.
- **Adapting to Change:** The City's lane reconfiguration pilot program presented an opportunity for the community to embrace the changing needs of a walkable and more livable district.
- **Enhancing the Downtown Experience:** We remained committed to fostering a vibrant Downtown environment through our initiatives. We supported new businesses, presented over 70 events including the new Light the Night Market, and invested in audience research and image marketing to elevate our brand and attract visitors.

As we move forward in 2024, ADI, BID and CDA remain dedicated to driving the continued vitality and success of Downtown Appleton forward. We will prioritize:

- **Cleanliness:** Maintaining a clean and welcoming environment remains a top priority.
- **Business Retention and Recruitment:** We will actively support existing businesses and attract new ones to create a diverse and thriving Downtown economy.
- **Marketing and Promotions:** We will showcase Downtown Appleton to our diverse audiences as a must-visit destination for regional and national visitors.
- **Livability Enhancements:** We are committed to making Downtown a desirable place to live, work, and play by investing in initiatives that enhance its livability.
- **Curated Experiences:** From public art to special events, we strive to create memorable experiences for all!

We are confident that 2024 will be another year of significant progress for Downtown Appleton. Thank you for your continued support as we work together to shape a vibrant and prosperous future for our Downtown community.

THE DOWNTOWN NEIGHBORHOOD

Our Downtown neighborhood continues to expand as a livable urban epicenter. Overall apartment occupancy is steady at 96%.* In 2023, we celebrated the opening of Park Central, The Residences at Zuelke and Urbane 115! As demand remains high, new units are on the horizon:

- **RISE Apartments** featuring 43 low-moderate income and 5 market rate units
- **200 W. College** redevelopment featuring 21 market rate apartments
- **Lawrence University's west campus building** featuring 42 market rate apartments
- **The redeveloped Fox Commons** will include 170 LU student housing units

* Just open Dec. 2023, Urbane 115 is excluded from this average.

MARKETING

Web: Engaged User Sessions —



Social Media —



24,000
LIKES



8,200
FOLLOWERS

230,921
TOTAL
ENGAGEMENTS

16,425
TOTAL
ENGAGEMENTS



21,882
LIKES



39,587
TOTAL
ENGAGEMENTS

New Image Marketing Strategy —

Create and execute a well-defined marketing strategy that spans various channels, with a clear focus on addressing the specific needs and desires of Downtown Appleton's core audiences that is easily measurable.

- **Objectives:**
 - Enhance Downtown Appleton's identity
 - Execute targeted marketing campaigns
 - Compete effectively with surrounding areas
 - Attract businesses to Downtown
 - Promote Downtown living
- **Audiences**
 - Local & drive visitors
 - Existing & potential residents
 - Potential Downtown business owners

GIFT CERTIFICATES

2,295 Total number sold

\$67,369 Total value sold



MISSION

To create and enhance the cultural environment of Downtown Appleton by providing opportunities for community access to arts, music and cultural activities.



LIGHT THE NIGHT MARKET

2023 BUSINESS IMPROVEMENT DISTRICT HIGHLIGHTS

BID GRANT INVESTMENTS

Grant Support —



TIF Grants —

City of Appleton TIFs #11 & #12 Business Enhancement Grants awarded to 4 properties totaling \$22,447 and leveraging just over \$43,945 in private investment in these districts.



Scan to access the 2024 Collaborative BID/ADI/CDA Operating Plan

DOWNTOWN BY THE NUMBERS

- **536 housing units** built or proposed between 2020 - 2025
- **New Housing Development Investment** in the district in 2023: **\$38,250,000**
- **103,000 total Downtown Hotel Room Nights** in 2023
- **84 Downtown Event Days** presented by ADI and Community Partners
- **Property Breakdown:***

- Retail 15%**
- Hospitality 21%**
- Office 24%**
- Service 14%**
- Attractions 4%**
- Vacancy 22%**



*Does not include properties under construction.

The Business Improvement District underwent a reassessment in 2023 as part of the full city reassessment. The total assessed value of the 206 BID properties experienced an overall increase of 24.9%, resulting in a current assessed value of \$174,395,400.

The 2023 BID Budget reflects the BID Board of Directors, City Planning Commission and City Council approved BID rate of \$2.75 per \$1000 of assessed value, with a minimum of \$275 and maximum of \$5500.

KEEPING DOWNTOWN CLEAN

The C.A.R.E. Team, in partnership with Riverview Gardens and the City of Appleton, in 2023 completed 612 hours of cleaning and collected 131 bags of garbage. The program served 343 Service Works participants. They acquire employability training while contributing to the cleanliness of the district.



612
HOURS

In 2023, we continued our contract with the Pfefferle Management team to help keep Downtown clean and beautiful for the community. They completed 246 hours of service helping clean up garbage, remove graffiti and repair miscellaneous damage throughout the district.



246
HOURS

BUSINESS IMPROVEMENT DISTRICT

REVENUE	2023 Actual	2024 Budget
BID Assessments	241,512	275,355
Carryover from Prior Year	23,762	37,840
	\$265,274	313,195
EXPENSES		
Contracted Services		
ADI Staff	49,756	55,000
Administrative	6,411	7,017
BID Audit	3,356	3,100
Marketing and Printing	75,966	110,000
Image Marketing Strategy	5,500	
Economic Development		
Façade Grant	35,993	45,000
Marketing Grant	8,045	
Recruitment Grant	8,575	15,000
Business, Employee & Resident Recruitment	2,550	15,000
Maintenance Services		
Maintenance/Flowers	31,282	40,000
Pedestrian improvements		3,500
	\$227,434	\$293,617
CARRYOVER	\$37,840	\$19,578

APPLETON DOWNTOWN, INC. AND CREATIVE DOWNTOWN APPLETON, INC. BOARD OF DIRECTORS 2023

PRESIDENT

Lyssa King, Downtown Resident & King Brokerage

PAST PRESIDENT

Laura Vargosko, Thrivent Financial

VICE PRESIDENT

Steve Lonsway, Stone Arch Brewpub

SECRETARY

Kolby Knuth, Knuth Financial Planning and The 513

TREASURER

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Kevin Wirth, U.S. Venture

Natalie Klika, Johnson Financial Group

Madera Allan, Lawrence University

Kara Manuel, Lillians of Appleton

Todd Heid, Heid Music

Jeff Gelger, J. Geiger Consulting

Kyle Fritz, On The Fritz Concessions

Amanda Furman, Furman Real Estate Collective

Bri Kapheim, Spats

Matt Rehbein, City of Appleton

Monika Austin, Beatnik Betty's Resale Butik

BUSINESS IMPROVEMENT DISTRICT BOARD OF DIRECTORS 2023

PRESIDENT

Gary Schmitz, Community Advocate

TREASURER

Jason Druzman, Avenue Jewelers

SECRETARY

Bill Wetzel, Acoca Coffee

Tim Ceman, Nobel Assets

Brad Schwebs, Pefferle Management

Nate Weyenberg, Angels Forever-Windows of Light

Monica Stage/David Kress, City of Appleton

Benjamin King, Downtown Resident and King Brokerage

Walter Schonfeld, DKS Management Service, LLC

APPLETON DOWNTOWN, INC. STAFF 2023

EXECUTIVE DIRECTOR
Jennifer Stephany

EVENTS DIRECTOR
Carissa Hackel

MARKETING DIRECTOR
Abby Novak

EVENTS COORDINATOR
Sandy Storch

COMMUNITY
PARTNERSHIP
DIRECTOR
Meghan Warner

ADMINISTRATIVE &
MARKETING COORDINATOR
Meghan Petters

THANK YOU

Thank you for sponsoring our events and creative projects in 2023!

4Imprint	Festival Foods	NAI Pfefferle / Pfefferle Management
Abby Bank	Fleet Farm	Network Health
Amcor	Fox Cities Magazine	Prevea Health
Appleton International Airport (ATW)	Fox Communities Credit Union	Runaway Shoes
AT&T	Gateway Chiropractic	State Farm
Bazil's	General Beer	Steve & Teri Winter
Benefit Insurance	Heid Music & Heid Music Foundation	Sure-Dry Basement Systems
The Boldt Company	Hilton Appleton Paper Valley Hotel	TDS
Brian and Kat Gottlieb	Hoffman Planning, Design & Construction Inc.	ThedaCare
Brian Hodgkiss Injury Lawyers	J. Geiger Consulting	Tundraland
City of Appleton	Johnson Financial Group	Ulines Health
Community First Credit Union	Kay Distributing	U.S. Venture
Consolidated Construction Co.	Kimberly Clark Cares Foundation	Warning Lites of Appleton, Inc
CopperLeaf Boutique Hotel	Knuth Financial Life Planning	Water Right's Clean Water Center
CoVantage Credit Union	Lee Beverage	Willems Marketing
Crane Engineering	McCain Foods	Wisconsin Distributors
Ducommun	Mile of Music Festival	Woodward Community Media
Event Production Systems (EPS)		
FC Retrofoam		

Thank you to our
Star Supporters!



2023 AWARD WINNERS

Business of the Year Award - Beatnik Betty's Resale Butik

Presented to the Business or entity that stands out from the rest and captured the admiration of the Downtown.

Bernie Pearlman Downtowner Award - Julie Gardner

Presented to a person who has had a significant positive impact on Downtown and displays an overwhelming passion for its success.

The Mike Pfefferle Dreamers & Doers Award - The Residences at Zuelke

A new award last year - Presented to the business, group or individual who has significantly enhanced, for years to come, the physical and/or economic landscape of the Downtown.

President's Award - Linda Garvey, Hilton Paper Valley Hotel

Presented to an individual, group or business who, within their working relationship with ADI and the Downtown, went above and beyond that usual relationship to contribute to the success of Downtown.

Harvey Samson Outstanding Volunteer Award - Paul Kryszak

Presented to an individual whose time and commitment to the effort of building a strong Downtown highlights him or her as an outstanding volunteer and community advocate.

Downtown Renovation Award - Telmark Sales Solutions

Presented to a business that has invested in the physical appearance of the building they call home in our Downtown neighborhood.

Rising Star Award - Topsy Taco & Tequila Bar

Presented to a business new to Downtown in the last year that shows longevity and fulfills a need in the Downtown.

Walter Kalata Landmark Award - Building for Kids Children's Museum

Presented to a business that has withstood the test of time and operates with passion and a strong commitment to Downtown. A place where people can remember the past and converse about the future.

Appleton Downtown, Inc.
Creative Downtown Appleton, Inc.
Business Improvement District
333 W College Ave, Suite 100, Appleton, WI 54911
920-954-9112 • Fax 920-954-0219 • info@appletondowntown.org

appletondowntown.org

#onegreatplace



**CITY OF APPLETON
BUSINESS IMPROVEMENT DISTRICT**

**A COMPONENT UNIT OF THE
CITY OF APPLETON, WISCONSIN**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED DECEMBER 31, 2023



CPAs | CONSULTANTS | WEALTH ADVISORS

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**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Appleton Business Improvement District
City of Appleton, Wisconsin

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Appleton Business Improvement District (the District), a component unit of the City of Appleton, Wisconsin, as of and for the year ended December 31, 2023, and the related notes to the financial statements which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of December 31, 2023, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

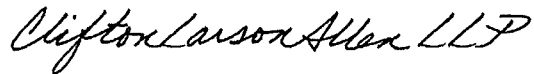
Board of Directors
Appleton Business Improvement District
City of Appleton, Wisconsin

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the District's financial statements that collectively comprise the District's basic financial statements. The schedule of revenues, expenses, and changes in net position – budget and actual is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The schedule of revenues, expenses, and changes in net position – budget and actual has been subjected to the auditing procedures applied in the audit of the basic financial statements, and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of revenues, expenses, and changes in net position – budget and actual is fairly stated in all material respects in relation to the basic financial statements as a whole.

Report on Summarized Comparative Information

We have previously audited the District's 2022 financial statements, and we expressed an unmodified opinion on the financial statements of the District in our report dated June 22, 2023. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2022, is consistent, in all material respects, with the audited financial statements from which it has been derived.



CliftonLarsonAllen LLP

Green Bay, Wisconsin
June 4, 2024

FINANCIAL STATEMENTS

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
 APPLETON, WISCONSIN
 STATEMENT OF NET POSITION
 DECEMBER 31, 2023
 (WITH SUMMARIZED FINANCIAL INFORMATION AS OF DECEMBER 31, 2022)**

	2023	2022
ASSETS		
Current Assets:		
Cash and Investments	\$ 267,934	\$ 206,658
Special Assessments Receivable	128,930	96,001
Total Assets	396,864	302,659
LIABILITIES		
Current Liabilities:		
Accounts Payable	69,267	37,385
DEFERRED INFLOWS OF RESOURCES		
BID Assessments Levied for Subsequent Year	275,356	241,512
NET POSITION		
Unrestricted	52,241	23,762
Total Net Position	\$ 52,241	\$ 23,762

See accompanying Notes to Financial Statements.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
YEAR ENDED DECEMBER 31, 2023
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2022)**

	<u>2023</u>	<u>2022</u>
OPERATING REVENUES		
BID Assessments	\$ 241,512	\$ 235,485
OPERATING EXPENSES		
Contracted Services	49,756	50,000
Administrative:		
Telephone	2,996	3,051
Office Supplies	447	173
Postage	892	1,208
Conferences/Workshops/Classes	120	-
Dues, Fees, and Subscriptions	1,320	1,183
Facility Rent	558	709
Total Administrative	<u>6,333</u>	<u>6,324</u>
Audit and Accounting Services	3,356	3,051
Marketing:		
Advertising	76,841	73,911
Printing	1,762	-
Total Marketing	<u>78,603</u>	<u>73,911</u>
Economic Development Projects:		
Sidewalk Maintenance/Amenities	28,723	33,040
Façade Grants	35,993	39,124
Marketing Grants	8,045	6,421
Recruiting Grant	8,575	17,100
Business Recruitment	2,550	6,451
Total Economic Development Projects	<u>83,886</u>	<u>102,136</u>
Total Operating Expenses	<u>221,934</u>	<u>235,422</u>
OPERATING INCOME (LOSS)	19,578	63
NONOPERATING REVENUES		
Investment Income (Loss)	<u>8,901</u>	<u>(4,309)</u>
CHANGE IN NET POSITION	28,479	(4,246)
Net Position - Beginning of Year	<u>23,762</u>	<u>28,008</u>
NET POSITION - END OF YEAR	<u>\$ 52,241</u>	<u>\$ 23,762</u>

See accompanying Notes to Financial Statements.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2023
(WITH SUMMARIZED FINANCIAL INFORMATION FOR THE YEAR ENDED DECEMBER 31, 2022)**

	<u>2023</u>	<u>2022</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash Received from District Members	\$ 242,427	\$ 227,044
Cash Paid to Suppliers	<u>(190,052)</u>	<u>(221,676)</u>
Net Cash Provided (Used) by Operating Activities	52,375	5,368
 CASH FLOWS FROM INVESTING ACTIVITIES		
Gain (Loss) in Pooled Cash	<u>8,901</u>	<u>(4,309)</u>
 CHANGE IN CASH AND CASH EQUIVALENTS	61,276	1,059
 Cash and Cash Equivalents - Beginning of Year	<u>206,658</u>	<u>205,599</u>
 CASH AND CASH EQUIVALENTS - END OF YEAR	<u><u>\$ 267,934</u></u>	<u><u>\$ 206,658</u></u>
 RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES		
Operating Income	\$ 19,578	\$ 63
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:		
Change in Operating Assets and Liabilities:		
Special Assessments Receivable	(32,929)	(14,468)
Accounts Payable	31,882	13,746
BID Assessments Levied for Subsequent Year	<u>33,844</u>	<u>6,027</u>
Net Cash Provided (Used) by Operating Activities	<u><u>\$ 52,375</u></u>	<u><u>\$ 5,368</u></u>

See accompanying Notes to Financial Statements.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Appleton Business Improvement District, Appleton, Wisconsin (the District), have been prepared in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting principles and policies utilized by the District are described below:

A. Reporting Entity

Wisconsin Statutes allow for the creation of Business Improvement Districts (BID). A BID is a geographic area within a municipality consisting of contiguous parcels, which are subject to assessments, where the assessment revenue must be used to benefit the BID. The purpose was to authorize cities, villages, and towns to create one or more business improvement districts to allow businesses within those districts to develop, manage, maintain, and promote their districts and to establish an assessment method to fund these activities. A BID affords property owners and business people a very real role in directing those affairs within the district, which influences their investment and environment. It also ensures that the beneficiaries of district programs participate in the funding of the programs.

The District is a legal entity separate and distinct from the City of Appleton, Wisconsin. The District is governed by a nine member appointed board and approved by the Common council. The members serve staggered, two year terms. A majority of the board members shall own or occupy real property in the District.

B. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment applied to the District is determined by its measurement focus. The transactions of the District are accounted for using the *economic resources measurement focus*. With this measurement focus, all assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with the operations are included on the statement of net position.

The statement of net position and statement of revenues, expenses, and changes in net position are reported using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange like transactions are recognized when the exchange takes place. Assessments are levied upon all property within the District and are recognized as revenues in the year for which they are levied. At year end, assessments for the following year are recorded as receivables and deferred inflows of resources. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus and Basis of Accounting (Continued)

The District distinguishes *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are charges to the district members. Operating expenses for the District include salaries and wages, operation and maintenance, business development and promotions. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources, as they are needed.

C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position

1. Cash and Investments

Cash and investments are combined in the financial statements. Cash deposits consist of demand and time deposits with financial institutions. Investments are stated at fair value. Fair value is the price that would be received to sell an asset in an orderly transaction between market participants at the measurement date.

2. BID Special Assessments

The primary source of revenue for the District is an assessment levied on property located within District boundaries. The BID assessments are determined in November, and included as a special charge on each property owner's tax bill within the District and become an enforceable lien on December 31. The BID assessments are due in full to the City by January 31st of the subsequent year, which the City collects and distributes to the District.

3. Deferred Outflows/Inflows of Resources

Deferred outflows of resources are a consumption of net position by the government that is applicable to a future reporting period. Deferred inflows of resources are an acquisition of net position by the government that is applicable to a future reporting period. The recognition of those outflows and inflows as expenses or expenditures and revenues are deferred until the future periods to which the outflows and inflows are applicable.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

**C. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position
(Continued)**

4. Net Position

Equity is classified as net position and displayed in three components:

- Net Investment in Capital Assets. Amount of capital assets, net of accumulated depreciation, and capital related deferred outflows of resources less outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets and any capital related deferred inflows of resources.
- Restricted Net Position. Amount of net position that is subject to restrictions that are imposed by 1) external groups, such as creditors, grantors, contributors or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- Unrestricted Net Position. Net position that is neither classified as restricted nor as net investment in capital assets.

5. Claims and Judgements

Claims and judgements are recorded as expenses when the related liabilities are incurred.

D. Prior Year Information

Comparative amounts for the prior year have been presented in the financial statements to provide an understanding of changes in the District's financial position and operations. The comparative amounts may be summarized in total and not at the level of detail required for a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended December 31, 2022, from which the summarized information was derived.

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 2 STEWARDSHIP AND COMPLIANCE

A. Operating Plan

The budgetary information is derived from the District's annual operating plan budget and is presented using the same basis of accounting as described in Note 1.B. The 2023 Operating Plan, as approved by the board of directors and common council, included provisions for District assessments and related spending of \$241,512. The board of directors and management use the budget to manage the District's program activities; however, the budget does not represent a legal budget establishing specific line item expenditure limits.

NOTE 3 DETAILED NOTES ON ALL FUNDS

A. Cash and Investments

The District's cash and investments total \$267,934 are commingled with the cash and investment accounts of the City of Appleton; therefore, individual bank balances of the District cannot be determined. Please refer to the City's financial statements for further information.

The City's Annual Comprehensive Financial Report can be located at www.appleton.org/government/finance.

NOTE 4 OTHER INFORMATION

A. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The District completes an annual review of its insurance coverage to ensure adequate coverage.

B. Contingencies

From time to time, the District is party to other various pending claims and legal proceedings. Although the outcome of such matters cannot be forecast with certainty, it is the opinion of management that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the District's financial position or results of operations.

SUPPLEMENTARY INFORMATION

**CITY OF APPLETON BUSINESS IMPROVEMENT DISTRICT
APPLETON, WISCONSIN
SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
YEAR ENDED DECEMBER 31, 2023**

	Original Budget	Final Budget	Actual	Variance Final Budget - Positive (Negative)
OPERATING REVENUES				
Bid Assessments	\$ 241,512	\$ 241,512	\$ 241,512	\$ -
OPERATING EXPENSES				
Contracted Services	50,000	50,000	49,756	244
Administrative:				
Telephone	-	-	2,996	(2,996)
Office Supplies	-	-	447	(447)
Postage	-	-	892	(892)
Conferences/Workshops/Classes	-	-	120	(120)
Dues, Fees, and Subscriptions	-	-	1,320	(1,320)
Facility Rent	-	-	558	(558)
Total Administrative	<u>6,412</u>	<u>6,412</u>	<u>6,333</u>	<u>79</u>
Audit and Accounting Services	2,600	2,600	3,356	(756)
Marketing:				
Advertising	80,500	75,000	76,841	(1,841)
Printing	-	-	1,762	(1,762)
Total Marketing	<u>80,500</u>	<u>75,000</u>	<u>78,603</u>	<u>(3,603)</u>
Economic Development Projects:				
Sidewalk Maintenance/Amenities	35,000	35,000	28,723	6,277
Façade Grants	40,000	40,000	35,993	4,007
Marketing Grants	10,000	10,000	8,045	1,955
Recruiting Grant	15,000	15,000	8,575	6,425
Business Recruitment	7,500	7,500	2,550	4,950
Total Economic Development Projects	<u>107,500</u>	<u>107,500</u>	<u>83,886</u>	<u>23,614</u>
Total Operating Expenses	<u>247,012</u>	<u>241,512</u>	<u>221,934</u>	<u>19,578</u>
OPERATING INCOME (LOSS)	(5,500)	-	19,578	19,578
NONOPERATING REVENUES				
Investment Income (Loss)	-	-	8,901	8,901
CHANGE IN NET POSITION	(5,500)	-	28,479	28,479
Net Position - Beginning of Year	<u>23,762</u>	<u>23,762</u>	<u>23,762</u>	<u>-</u>
NET POSITION - END OF YEAR	<u>\$ 18,262</u>	<u>\$ 23,762</u>	<u>\$ 52,241</u>	<u>\$ 28,479</u>



CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See CLAGlobal.com/disclaimer. Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.



CITY OF APPLETON

Department of Parks & Recreation
1819 East Witzke Blvd.
Appleton, WI 54911
p: 920-832-3919
f: 920-993-3103
www.appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: August 26, 2024

RE: Action: Award the “AWWTP Waste Heat-to-Power Generator Install Project” contract to Rhode Bros, Inc. in the amount of \$563,500 with a contingency of 7.5% for a project total not to exceed \$605,763.

Action: Approve budget transfer of \$200,000 from the “AWWTP Sludge Storage Building Addition Project” to “AWWTP Waste Heat-to-Power Project”.

BACKGROUND

The Appleton Waste Heat-to-Power (AWHP) Project will install two waste heat-to-power generators for utilizing methane gas historically flared to the atmosphere. The AWHP Project will produce clean energy while consuming no additional fossil fuels, thus lowering emissions. This project utilizes an otherwise flared methane gas in the existing biogas boilers, and both creates and utilizes a new renewable electricity resource for the Appleton Wastewater Treatment Plant (AWWTP). The City of Appleton has been awarded two grants in order to complete this project. (PSC EIG Grant - \$498,000 and FOE Grant \$57,736.20). This project is estimated to save \$44,755 per year in energy savings along will lowering the monthly demand charge for the electric bill.

This contract is for installing the generators, hot water/cooling piping, electrical, and controls needed for the competition of waste-heat-to-power project. The City of Appleton has purchased the waste heat-to-power generators under a separate contract. This contract will cover the labor and materials needed to complete the install.

The bids received were as follows:

Rhode Brothers, Inc. (Low Bid)	\$563,500
August Winter & Sons, Inc.	\$654,729
Great Lakes Mechanical Inc.	\$668,500

We are requesting a \$200,000 budget transfer from the AWWTP Sludge Storage Building Addition Project. The AWWTP Sludge Storage Building Addition Project bid under the estimated budget and has a positive balance that can be transferred to the AWWTP Waste Heat-to-Power Project.

When the grant was initiated in 2023, the engineers preliminary cost estimate for installation was \$365,000. In the past year, labor and materials have increased in price along with items that were later identified in final design process caused the project to bid over budget. Between the two awarded grants and IRA incentives, the project will still have only a two-year payback with the additional funds added to the budget

RECOMMENDATION

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Rhode Brothers, Inc. The Division of Facilities and Construction Management has also reviewed the bids and is in agreement with the engineer's recommendation. Therefore, we recommend awarding the contract to Rhode Brothers, Inc. in the amount of \$563,500 plus a contingency of 7.5% only to be utilized as needed.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



CITY OF APPLETON

MEMORANDUM

Date: 08/20/2024
To: Municipal Services Committee
From: Michael Hardy, P.E., Traffic Engineer
Subject: Grant application request for new traffic signal at the Richmond Street (STH 47) / Ridgeview Drive intersection

The Department of Public Works (DPW) is requesting authorization to apply for grant funds through the Wisconsin Department of Transportation (WisDOT) *Safety and ITS Standalone Program* (SISP). Our grant application is to install a new permanent traffic signal (and make related improvements) at the intersection of State Trunk Highway (STH) 47 (Richmond Street) and Ridgeview Drive. The total estimated project cost is \$640,000, of which the local cost share would be 10% (\$64,000). Any real estate acquisition would be City's responsibility, separate from the SISP program (\$25,000). The deadline for this grant application submission is September 20th.

DPW is pursuing a 50/50 local cost share agreement with the Town of Grand Chute to split the local cost share (\$64,000 plus ~\$25,000 for real estate). The City would take the lead on this project, as most of this intersection falls within city limits. DPW has included \$75,000 in our 2025 proposed budget to front the consultant-supported design. Construction and real estate costs would be included in DPW's 2026 proposed budget.

Based on ongoing complaints, the Traffic Section reviewed the operations of the Richmond Street (STH 47) / Ridgeview Drive intersection. The complaints include the prevalence of crashes, long waits on Ridgeview Drive, difficult sight lines for northbound/southbound left turns, and challenges crossing Richmond Street for bicyclists and pedestrians.

Our review determined the traffic volumes are approaching the warrant thresholds, and the crash warrant was met in 2021. The recent development in the Town to the east is a contributing factor. Once the remaining green space in that area is developed, we anticipate the volume threshold will be met.

The scope of the proposed project will include a new permanent traffic signal, geometric improvements to sidewalks to achieve compliance with standards, and aligned left turn lanes for optimal visibility and safety.

Perhaps more pressing, WisDOT will be implementing a temporary traffic signal (with overhead span wire) at this intersection in April 2025 to mitigate traffic rerouting for the I-41 & Ballard Road interchange closure. We feel the temporary traffic signal will establish a precedent and

SISP Grant App
08/20/2024
-Page 2-

expectation by the public that traffic signal control should remain. We also feel this temporary signal will induce additional traffic on Ridgeview Drive, resulting in additional signal warrants being met. WisDOT has agreed to keep their temporary signal in operation through the summer of 2026 to allow for construction of this new, permanent signal.



DEPARTMENT OF
**PUBLIC
WORKS**

MEMORANDUM

Date: 08/26/2024
To: Finance Committee
From: Pete Neuberger, Deputy Director of Public Works
Subject: Approve sole source contract with Restoration Systems, Inc. to complete Phase 2 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$59,613.00.

The Department of Public Works (DPW) is requesting approval of a single-source contract with Restoration Systems, Inc. (RSI) to complete Phase 2 of the Green Ramp Barrier Panel Emergency Repair in an amount not to exceed \$59,613.00.

The proposed Phase 2 emergency repair work involves all labor, materials, equipment, and transportation necessary to complete the demolition and disposal of the damaged 6th floor concrete barrier wall with attached cable railing, and all required traffic control.

As referenced in the Phase 1 Green Ramp Repair award memo at Finance Committee on 08/07/2024, a vehicle struck and severely damaged a sixth-floor concrete barrier panel, necessitating emergency panel replacement and related work. The previously authorized Phase 1 work involves the installation of a temporary engineered shoring system extending from level 6 down to ground level. A Phase 3 proposal to construct and install a replacement barrier panel is pending, and will be presented at a future meeting.

RSI is currently under separate contract to conduct Phase 1 Green Ramp emergency repairs, as well as scheduled 2024 maintenance and repairs in all three ramps. RSI's prior prequalification process for ramp repairs and their ongoing excellent work on the previously scheduled repairs provide strong evidence to DPW of their capability to perform this emergency repair swiftly, effectively, and safely.



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
920-832-5949 fax

www.appleton.org/government/utilities

MEMORANDUM

Date: August 22, 2024
To: Chairperson Brad Firkus and Members of the Finance Committee
CC: Ryan Rice, Deputy Director of Utilities
Kelli Rindt, Enterprise Accounting Fund Manager
From: Chris Stempa, Director of Utilities
Subject: **Finance Committee Action: Sole Source Engineering Services Contract to Donohue as part of Phase I AWWTP Anaerobic Digester Engineering Evaluation in the amount of \$49,515 with a 10% contingency of \$5,000 for a total not to exceed \$54,515**

BACKGROUND:

The Appleton Wastewater Treatment Plant (AWWTP) operates two 2.2-million gallon (Mgal) egg-shaped digesters (ESDs) that produce methane and carbon dioxide through the biological conversion of organic material under anaerobic conditions present in the ESDs. The ESDs are the primary treatment process that stabilizes and reduces volume of the following solids waste streams: raw sludge (RS), primary scum (PSC), thickened waste activated sludge (TWAS), and hauled-in, high-strength waste (HSW). These waste streams are co-mingled in the Raw Sludge Blending Tank (RSBT) before being pumped to the ESDs by Digester Feed Pumps (DFP). The ESDs operate in the mesophilic range (85 - 100°F), typically at 95°F. Digester gas (DG) generated by the anaerobic process is collected at the top of the ESDs. Each digester is 113.56-feet tall and 80-feet in diameter at the girth. The nominal liquid height is 105.5 ft. The two ESDs are designed to operate in parallel, providing a total digestion volume of 4.4-Mgal.

The ESDs were originally commissioned in 1993 and were last taken offline in 2010 and 2011 as part of an inspection, maintenance, and improvements project. The interior inspections performed as part of that work found much of the coating system to be largely intact. However, there was evidence where areas of the coal tar epoxy finish had lost thickness or was nearly absent at the lower elevations of the ESDs. Interior coating repairs or wholesale replacement was not recommended at that time because the interior carbon steel did not show signs of substantial corrosion or metal deterioration except for localized shallow pitting at some of the welded seams.

A 2025 digester inspection and maintenance project has been identified given the extent of upstream ductile iron piping deterioration identified as part of recent piping replacement projects coupled with current treatment system operating conditions. The engineering scope of work will establish most the effective method to perform inspections, anticipated maintenance and repairs including planned improvements (e.g. cathodic protection and corrosion instrumentation) with the least downtime and impact to treatment operations. The ESD conditions assessment completed

following the 2025 inspection work could impact future budget years if substantial steel repairs and/or coating system replacement is deemed necessary.

AWWTP staff sought a professional services proposal from Donohue for the purposes of defining a scope of work in 2024 that will subsequently be incorporated in a 2025 public bid project. The future scope will identify strategies capable of effectively addressing operational issues identified by staff in recent years. These strategies must include improvements that would inhibit and monitor corrosion within the ESDs given the evidence of upstream ductile iron corrosion. It will be critical that a well-conceived work sequence and schedule be identified that will minimize the duration each ESD will be taken offline while ensuring continuity of treatment without jeopardizing Wisconsin Pollution Discharge Elimination System (WDPES) permit compliance. Minimizing the window the ESDs are offline for inspection and maintenance activities will also reduce amount of lost treatment revenue associated with the HSW Program because many permitted wastes will not be able to be accepted during that duration.

PROPOSAL

Donohue was asked to provide an engineering service proposal that would deliver the necessary strategies, upgrades, and work sequence to successfully navigate this project. The uncertainty associated with developing a scope of work around a multiple hypothetical inspection finding scenarios is complicated by the necessity to complete tasks during the warm weather season. This is because digester biogas production would be reduced by at least 50%. If work would extend into late fall or winter, building and process heating demands normally satisfied by the biogas boilers would instead be supplemented by the purchase of natural gas. Donohue recognizes these challenges and developed a proposal that is focused on establishing the foundation of 2025 public bid construction project. The initial phase of services (Phase I) of this contract would provide design concepts based on field review walkthroughs, process data review, and staff workshops intended to overview operating, maintenance, and performance issues/concerns. Donohue would subsequently complete an evaluation and produce design concepts based on various recommended strategies. Staff workshops would be hosted to refine evaluations and design concepts from which a draft report would be produced in late November or early December 2024. The total proposed cost for Phase I services totaled \$49,515.

JUSTIFICATION

Donohue was awarded the contract to perform the first conditions assessment on Digester 1 and 2 in 2010 and 2012. This multiyear project revealed the internal condition of each ESD but also led to a number of repairs and improvements involving the following: ESD exterior cover (repairs); ESD draw off selector tubes (modified/improved); Preliminary and Primary Heat Exchangers (repairs); Raw Sludge Blend Tank (replaced); ancillary piping (replaced), and various ancillary components (new). Donohue also recommended improvements which were later implemented as part of subsequent projects (i.e. gas mix compressor glycol coolant system) or would be considered as part of the next ESD inspection (e.g. additional valving for digester isolation, piping additions to facilitate ESD drainage, and improved process instrumentation).

There were many lessons learned as part of the 2010 and 2012 ESD assessment because it was the first time they were taken offline since the 1994 construction. The Donohue team that led the last inspection was instrumental in developing unique approaches that delivered a safe, effective,

and efficient overall project. The same team members would be spearheading the tasks outlined in this Phase I proposal. There was \$75,000 allocated in the 2024 AWWTP budget for a ESD maintenance study which adequately covers the \$49,515 Donohue service fee.

RECOMMENDATION:

I am recommending the approval of a sole source engineering service contract to Donohue as part of Phase I AWWTP Anaerobic Digester Engineering Evaluation in the amount of \$49,515 with a 10% contingency of \$5,000 for a total not to exceed \$54,515.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

Encl: Finance Department Sole Source Request Form



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
- Inadequate competition:** Purchasing solicitation (bid, proposal, or quote) did not result in any qualified vendor responses and competition is determined to be inadequate.
- Health or Safety Concern:** When a health or safety concern exists that is *not* an immediate threat but needs to be addressed in a period that does not allow for formal competitive procurement procedures.
- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

Donahue successfully and efficiently led the last inspection and recommended improvements that were implemented in subsequent projects. The team responsible for the last inspection would be assigned to Phase I, offering unmatched familiarity and ability to oversee this project.

PROPOSED DETAILS

Requesting dept: Appleton Wastewater Treatment Plant

Product/service: Phase I- AWWTP Anaerobic Digester Engineering Evaluation

Vendor name: Donohue

Total cost: \$49,515 w/ 10% contingency of \$5,000 for a total not to exceed \$54,515

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.


Purchasing Manager

8/23/24
Date



DEPARTMENT OF
UTILITIES

Department of Utilities
Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
p: 920-997-4200
f: 920-997-3240

www.appleton.org/government/utilities

MEMORANDUM

Date: August 22, 2024
To: Chairperson Brad Firkus and Members of the Finance Committee
CC: John Pogrant, Water Operations Supervisor
Kelli Rindt, Enterprise Accounting Fund Manager
From: Chris Stempa, Director of Utilities
Subject: **Finance Committee Action: Sole Source Engineering Services Contract to McMahon as part of Water Tower Booster Pump Improvements in the amount of \$44,500 with a 10% contingency of \$4,400 for a total not to exceed \$48,900**

BACKGROUND:

The City of Appleton water distribution system consists of a Appleton Water Treatment Facility (AWTF), four elevated storage tanks, one standpipe, one reservoir, two booster pumping stations, two valve stations and approximately 380 miles of transmission and distribution water mains. The water system is separated into three pressure zones to meet the service needs of the customers (Main, Ridgeway, and North). The distribution system is essential in providing fire flow capacities even during a power outage. Per Wisconsin Administrative Code NR 811, the minimum and maximum normal static pressure in the distribution system shall be 35 pounds per square inch (psi) and 100 psi, respectively. The distribution system pressure must also be maintained at a minimum of 20 psi under emergency conditions.

Previous hydraulic evaluations and more recent field measured pressure readings have indicated relatively low water system pressure between approximately 35 psi and 40 psi in the Southpoint Commerce Park and along East Midway Road (the area immediately south and southeast of Highway 441). Although pressures do not fall below regulatory standards, the pressures are likely less than those generally desired by customers, including potential new industrial customers as noted in the 2019 Master Distribution Plan. The Master Distribution Plan suggested water system improvements intended to increase pressures in this area. The suggested improvements included a reservoir, booster pumping station, a control valve station, an elevated storage tank, and the closing of gate valves to isolate a new pressure zone (i.e. Southeast Pressure Zone). The total costs for construction of these improvements in 2019 was projected to be at least \$3,000,000.

The 1.0-million gallon (Mgal) Matthias Water Tower is located adjacent to Fire Station No. 2 at 1801 South Matthias Street was constructed in 1988. At that time, the Matthias Water Tower was at the periphery of the City's distribution system and the more centrally located Water Street Filtration Plant was still in use. That changed with the 2001 construction of the Manitowoc Road AWTF which altered the hydraulic grade. Due to the tower's proximity to the "new" AWTF, the distribution system hydraulic grade line at the Matthias Tower is consistently above overflow elevation. As a result, the altitude valve at the tower remains closed, and the water in the tower would have very little turnover

without the aid of an onsite pumping system. The alternative to pumping is strategically lowering the overall operating pressure of the distribution system at specific times of the day by modulating the AWTF high service pumps. In 2005, the city chose to install small (450 gpm) booster pump at the base of the tower to counter the effects of the new hydraulic grade line to facilitate turnover rather than relying solely on a large diurnal distribution system pressure swing.

The 1.0 MGal Glendale Water Tower was constructed in 2016 and experiences similar operational circumstances to Matthias Tower but not as pronounced. The tower location is further north of the AWTF. As such, the pressure dynamics within this area of the distribution system requires a higher hydraulic grade in order to push water further to the northern extents of the City of Appleton.

In 2021, McMahon Associates, Inc. (McMahon) recommended upsizing the booster pump at Matthias to two 1,000 gallon per minute pumps and adding booster pumps at the Glendale Tower to restore the operational hydraulic profile. Those improvements would in turn allow for a more static pressure setpoint controlled at the AWTF in conjunction with the booster pump improvements to control bleed back into the distribution system that would match diurnal customer demands. It would also mitigate if not eliminate low pressure and high-pressure excursions throughout the distribution system that are currently required to fill and draw from water towers that fall outside of the current hydraulic grade.

The Matthias Tower pumping system has reached its useful life and requires replacement. The 2025 CIP will upsize the pumping system and upgrade the associated controls. The CIP will also add a pump station at the Glendale Tower to ensure water turnover. Additionally, the Wisconsin Department of Natural Resources has reissued the Water Utility's Wisconsin Pollution Discharge Elimination System (WPDES) permit. The permit does not allow for water from the tank to be discharged to the stormwater system such as would be needed during maintenance and inspection events. The CIP would allow for the pumping stations to pump the Glendale Tank water back into the distribution system. With this modification there will not be a need for disposal costs such as sanitary charges or dechlorination chemical treatment costs.

PROPOSAL

McMahon was asked to provide a proposal for professional engineering services that would deliver 90% design documents. The scope of services also includes processes associated with Wisconsin Department of Natural Resources (DNR) and Public Service Commission (PSC) for review and approval. That step is requisite prior to any construction activities could begin in 2025. The McMahon proposal detailed each aspect of the preliminary design work and the associated services required to provide the necessary deliverables that would allow AWTF staff to advance the construction public bid process early in 2025. The proposed cost of design phase services totaled \$44,500.

JUSTIFICATION

The AWTF budget has available funds to cover the proposed \$44,500 in design phase services in 2024. Engineering fees integrated as a function of total construction can be 15% or more depending on the complexity of the scope of work involved. Although the proposed fee by McMahon does not include construction management services, it is well within the anticipated level of effort associated with the design phase work. The 2025 budget identified \$130,000 for design and construction

management services. The funding necessary to administer this contract would be taken from available dollars in the 2024 budget, preserving what has been allocated in the 2025 CIP for construction and construction management services.

McMahon has institutional knowledge dating back to the 1988 Mathias Water Tower construction and 2001 AWTF Construction. The McMahon project manager that is assigned to Matthias and Glendale booster station work was the lead engineer on the previously mentioned projects. This individual has extensive experience across the Midwest with hundreds of different municipal drinking water related projects. Most importantly, he has extensive knowledge of the City of Appleton distribution system and the AWTF that can be leveraged to identify the most cost-effective solution to meet the needs of the city's distribution system. Their proposal reflects the value the city would be receiving which is supported in other recent contracts the city has engaged in with McMahon. It should be noted that the planned 2025 improvements at the Matthias and Glendale Water Towers will provide additional time to critically evaluate and plan for the long term "Southeast Pressure Zone" identified in the last Distribution Master Plan. The tower pumping installations slated in 2025 are to eventually serve as a backup or redundant system for the future pressure zone that will eventually include a new water tower, reservoir, and PRV station.

RECOMMENDATION:

I am recommending the approval of a sole source engineering service contract to McMahon as part of Water Tower Booster Pump Improvements in the amount of \$44,000 with a 10% contingency of \$4,400 for a total not to exceed \$48,400.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

Encl: Finance Department Sole Source Request Form



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

- Unique, proprietary, or one-of-a-kind:** Specific commodity/service is required and available from only one source, giving the City a superior and necessary benefit that cannot be obtained from other sources.
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- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

McMahon's historical knowledge and demonstrated expertise with the 1988 Matthias Water Tower and 2001 AWTF construction justify this request. Their extensive knowledge of the City of Appleton distribution system will provide the most cost-effective solution.

PROPOSED DETAILS

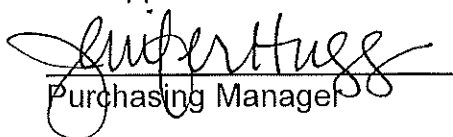
Requesting dept: Appleton Water Treatment Facility

Product/service: Water tower booster pump improvements

Vendor name: McMahon

Total cost: \$44,500 w/ 10% contingency of \$4,400 for a total not to exceed \$48,900

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.


Purchasing Manager

8/22/24
Date



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
2006 E Newberry Street
Appleton, WI 54915
920-832-5945 tel.
920-832-5949 fax
www.appleton.org/government/utilities

MEMORANDUM

Date: August 22, 2024
To: Chairperson Brad Firkus and Members of the Finance Committee
CC: Ryan Rice, Deputy Director of Utilities
Kelli Rindt, Enterprise Accounting Fund Manager
From: Chris Stempa, Director of Utilities
Subject: **Finance Committee Action: Sole Source Engineering Services Contract to Applied Technologies Inc. as part of the AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050**

BACKGROUND:

The Appleton Wastewater Treatment Plant (AWWTP) produces approximately 25,000 wet tons of biosolids each year. Since the completion of the Sludge Storage Additional project in 2024, the total on site storage capacity increased from 8,994 wet tons to 15,456 wet tons. This total volume now provides 180 days of biosolids storage based on projected biosolids production rates through year 2040. The 180 day storage requirement is specified under Wisconsin Administrative Code NR NR 204.10(1)(b).

Following final completion of the Sludge Storage Additional project, staff identified a design concept that could potentially facilitate more effective storage of the removable wall planks and columns. The current outside storage or laydown area intended to house the concrete planks and steel columns became space limited with the new building addition. The suggested modification to the existing laydown area would mimic how the wall sections are currently installed inside the sludge storage building. This would not only create more functional and effective storage but also provide staff with an adequate outside training space to simulate wall plank and column removal.

PROPOSAL

Applied Technologies Inc. (ATI) was asked to provide a proposal because of their involvement in the last two sludge storage building additions including the original outside removable wall plank and column laydown area. The ATI proposal includes a complete scope of services for design, bidding, and construction management services at a cost of \$25,500.

ATI will review the existing column storage system and identify possible options and locations for storing the additional steel columns and planks there. They would prepare preliminary design concepts for AWWTP that would be discussed as part of a staff workshop. The selected concept from the workshop would then be advanced as part of the public construction bid drawings and construction specifications development. ATI would provide full bidding and contract administration

services such as conducting progress meetings, processing payment applications, shop drawing review, and completion of record drawings.

JUSTIFICATION

ATI has a long history of being part of AWWTP sludge storage building projects dating back to the mid-1990s. In fact, ATI received an innovative design award for the 1997 Sludge Storage Building Addition project which was the first building of its kind to feature removable retaining wall panels and columns. In 2015, ATI designed and oversaw the construction of the outside column and retaining wall storage area which maximized storage space and improved safety over past practices. Most recently, ATI saw to completion the V3 Sludge Storage Building Addition which expanded the total biosolids storage volume of the building to 15,456 wet tons.

The available funds remaining in the Sludge Storage Building Addition project budget would be reallocated for the cost of this service contract.

RECOMMENDATION:

I am recommending the approval of a sole source engineering service contract to ATI as part of AWWTP Column and Plank Storage Upgrades in the amount of \$25,500 with a 10% contingency of \$2,550 for a total not to exceed \$28,050.

If you have any questions regarding this project, please contact Chris Stempa at 920-832-5945.

Encl: Finance Department Sole Source Request Form



SOLE SOURCE REQUEST

The undersigned certifies that the commodity/service shown below qualifies as a sole source request and meets one or more of the following requirements. The department has demonstrated, and the Purchasing Manager concurs that only one source exists, the price is equitable, and/or noncompetitive negotiation is in the best interests of the City.

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- Continuity of design:** Consistency with current commodity or service.
- Emergency procurement:** A risk of human suffering or substantial damage to real or personal property exists requiring immediate attention.
- Cooperative purchase:** Purchase from another governmental unit contract or state approved purchasing association.
- Other:** Description provided below

Applied Technologies Inc. has been involved with AWWTP since the mid-1990s. Their demonstrated expertise and proven success make them the most efficient and cost-effective vendor for this project.

PROPOSED DETAILS

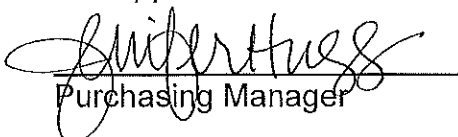
Requesting dept: Appleton Wastewater Treatment Plant

Product/service: AWWTP Column & Plank Storage Upgrades

Vendor name: Applied Technologies Inc.

Total cost: \$25,500 w/ 10% contingency of \$2,550 for a total not to exceed \$28,050

Justification and price quotation provided by the department, for the items to be considered and approved as a sole source purchase attached for review.


Purchasing Manager

8/23/24
Date



DEPARTMENT OF
**LEGAL AND
ADMINISTRATIVE
SERVICES**

CITY ATTORNEY'S OFFICE
100 North Appleton Street
Appleton, WI 54911
p: 920.832.6423
f: 920.832.5962
www.appleton.org

TO: Chairperson Vered Meltzer
Members of the Utilities Committee

FROM: Christopher R. Behrens, City Attorney
Chris Stempa, Director of Utilities

DATE: August 1, 2024

RE: PFAS Opt Out – BASF and Tyco
Our File No. A21-0078

In 2023 the Common Council authorized the City Attorney's Office to file the necessary documents to opt out of class action settlements with 3M and DuPont related to PFAS. Recently we were made aware of similar opt-out opportunities with Tyco and BASF class action lawsuits. I'm providing the following that was included in the 2023 memo as it still provides relevant context:

City staff including the Utilities Director, City Attorney and Risk Manager along with their staff, have reviewed this matter in several respects. From the Utilities perspective, the known impact of PFAS on the water utility is minimal at this time due to the City's primary water source being surface water. Tests for PFAS have fallen well below current regulatory limits. Appleton is fortunate in that it hasn't been negatively impacted as some other communities around the country who have been forced to take extreme measures including trucking in water. What is unknown is how the regulatory requirements regarding acceptable PFAS levels might change in future years or decades and, in that scenario, the extent of additional infrastructure that would be required to meet those new requirements. These considerations (even though still relatively unknown) and preservation of potential future rights have to be balanced against what rights would be given up should Appleton stay in the settlement class and accept a (projected) settlement from each company.

The City belongs to Municipal Environmental Group (MEG)-Water Division and their attorneys have more closely analyzed the Tyco and BASF class action settlement terms. The following summary they provide is instructive, "The Tyco and BASF releases are similar to the release included in the 3M settlement. These releases are broader than what was included in the DuPont settlement." Given that these releases are similar to, if not broader than, the 3M/DuPont releases that the City previously has opted out of, staff recommends doing the same with regard to the Tyco/BASF lawsuits. **Accordingly, we are respectfully recommending that it be:**

APPROVED that City Staff and the Mayor be authorized, on behalf of the City of Appleton, to immediately execute and file a Request for Exclusion with the appropriate courts and parties in the Tyco and BASF class action lawsuits so that the City is opted-out of these respective lawsuits.



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant 2006 East Newberry
Street Appleton, WI 54915
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f: 920-832-5949
www.appleton.org/government/utilities

MEMORANDUM

Date: August 8, 2024
To: Chairperson Vered Meltzer
From: Corey Popp, Director of Information Technology
CC: Chris Stempa, Director of Utilities
Subject: **Utilities Committee Action: Engineering Services Contract to Donohue and Associates, Inc. as part of Utilities Department Network System Upgrades Project in the amount of \$222,890 with a 15% contingency of \$33,443 for a project total not to exceed \$256,324**

BACKGROUND:

The City of Appleton's Wastewater Treatment Plant (AWWTP) campus consists of 19 buildings totaling approximately 280,000 square feet that are located on the north half of a 38-acre parcel adjacent to the Lower Fox River. One-foot-thick concrete tunnels descending to a maximum depth of 20 feet below grade interconnect 16 of the 19 buildings. The maximum building height is 100 feet above ground. The City of Appleton's Water Treatment Facility (AWTF) is comprised by a single 173,232 total square foot building constructed in 2001 residing on 26 acres in the City of Menasha. The basement level galleries and equipment rooms within the treatment complex are configured based on the treatment system tankage descending to a maximum 25 feet below ground. An aerial site plan is found on Attachment 2. The maximum building height is 20 feet above ground.

The AWWTP and AWTF are each supported by two independent Ethernet networks, the City's Enterprise Resource Planning (ERP) network and the Utility Department's Supervisory Control and Data Acquisition (SCADA) network. The existing networks are outdated, complex to maintain, and at times unreliable. The City of Appleton and Utilities Department wishes to modernize.

The SCADA network is independent and currently air gapped from the city's ERP network and must remain independent and air gapped. The city ERP network at both facilities connects to the Internet and the City's Mitel telephone system. The AWWTP connects by way of the Appleton Area Metropolitan Fiber Optic Network (AAMFON). The AWTF connects by way of a site-to-site IPsec VPN across a third-party Internet connection.

There is an antiquated public address system at the AWWTP that is accessed by way of Spectralink wireless telephones. At both facilities, Viking Access System gate operators are opened and closed remotely by way of touch tones sent through the Spectralink wireless phones (while on plant grounds and within range of Motorola access points).

The AWWTP wireless voice communication is facilitated by 28 wireless IP Spectralink phones running on approximately 180 Motorola access points located throughout the campus. Similarly, the AWTF wireless voice communication is facilitated by 12 wireless IP Spectralink phones running on approximately 31 Motorola access points.

The City of Appleton's cellular coverage is adequate, until within the tunnel systems at both facilities, but in areas point coverage significantly degrades and eventually becomes unusable. As a result of poor below grade cellular coverage, the WI-FI networks are configured to enable WI-FI calling on the guest VLAN. The guest VLAN is the wireless network staff members connect to when within campus buildings and tunnels or on facility grounds within WI-FI coverage.

REQUEST FOR PROPOSAL

A Request for Proposal (RFP) was formulated with a scope of work that will deliver the City a campus wide network system Conditions Assessment and Project Alternatives Technical Memorandum (TM). The information and costs identified will be utilized to shape decisions as part of a 2026 or 2027 construction project. The Conditions Assessment shall document the existing network system condition and associated infrastructure. This will likely require the use of diagnostic tools, wireless surveys, and/or testing to aid in revealing existing system deficiencies.

Based on the findings of the Conditions Assessment, a minimum of two projects will be developed that staff would evaluate for potential inclusion as part of a future construction project. Each alternative will consider short-term or immediate needs (within 1 to 2 years) including, but not limited to, improvements to address reliability or functionality issues (i.e. poor cabling), equipment obsolescence, compliance, and/or security concerns. Each alternative should also account for advancements in technology, expandability, integration, compatibility, and redundancy. This includes future upgrades that would address industry accepted practices for network architecture and equipment standards. This document will be provided to staff to select a concept for further development as part of Phase II

Each alternative will provide sufficient supporting details within the Project Alternatives TM. The contracted engineer or consultant will revise the final document, if or as necessary, to incorporate new information following the initial Conditions Assessment. At the conclusion of this process, staff will submit to the committee of jurisdiction the recommended Project Alternative to be carried forward for a public bid construction project.

RFP PROCESS

A Request for Proposals (RFPs) process was initiated in May 2024. Only one firm, Donohue and Associates, Inc. (Donohue), was present at the mandatory Pre-Proposal meeting and produced a complete proposal. Internal capacity coupled with the uniqueness and complexity of the scope of work outlined in the RFP was the rationale provided as to why other firms did not respond. Donohue has successfully completed a number of complex construction projects for the Utilities Department in the past. Within the last year, they have completed SCADA network evaluations at the AWWTP and AWTF. They are familiar with the facilities and the level of effort necessary to supply the deliverables outlined in the RFP. Donohue recognizes the complexity of the scope of work and has devised a project team made up of engineers and industry professionals experienced in network and communication system upgrades.

PROPOSAL

The Information Technologies Department and Utilities Department organized an evaluation team to critically review each the written proposal based on established criteria described in the RFP. Sealed fees were revealed following the proposal evaluation process. Donohue’s proposal satisfied the review criteria, and their service fee was within the available CIP budget. The appropriation of cost associated with this engineering service contract will be shared between the AWWTP and AWTF at 80% and 20% respectively. That allocation is based on the anticipated network system infrastructure that will be installed and/or upgraded at each treatment facility.

The Scope of Services described within their proposal includes the following compensation on a Time and Expense basis.

Service Description	Fee
Phase 1 - AWWTP Network Assessment	\$68,635
Phase 2 - Network Upgrade Planning	\$39,710
Phase 3 - Network Upgrade Design and Bidding	\$114,545
TOTAL	\$222,890

RECOMMENDATION:

I am recommending the approval of an engineering contract to Donohue and Associates, Inc. as part of the Utilities Department Network System Upgrades Project in the amount of \$222,890 with a 15% contingency of \$33,443 for a project total not to exceed \$256,324.

If you have any questions regarding this project, please contact Corey Popp at 920-832-5892.



CITY OF APPLETON

Finance Department
100 N Appleton St
Appleton, WI 54911
p: 920-832-6442
f: 920-832-6317
www.appleton.org

MEMORANDUM

Date: August 21, 2024
To: Chairperson Vered Meltzer and Members of the Utilities Committee
From: Kelli Rindt, Enterprise Fund Accounting Manager
Subject: Approve an ordinance updating Municipal Code Chapter 20, Article V Stormwater Management Services

The Finance Department requests approval of an ordinance correcting Municipal Code Chapter 20, Article V Stormwater Management Services. Strike and bold language of the proposed updates are shown on the attached document. The change will correct the late fee percentage that is assessed for unpaid balances.

Currently a 1% late fee is being assessed for unpaid balances for all services that are billed as part of the quarterly City service invoice. The 1% late fee will be consistent with the approved late fee by City ordinance for unpaid sewer balances and the approved late fee by the Public Service Commission of Wisconsin per (PSC 185.33 (10) (a)) for unpaid water balances.

The ordinance with this update will become effective immediately upon approval and publication.

If you have any questions or require additional information regarding this project, please contact me at 920-832-6316.

Sec. 20-236. Rate charges.

(f) Stormwater Utility charges shall not be payable in installments. If Stormwater Utility charges remain unpaid after a period of twenty (20) days from the date of utility bill, such bill shall become a delinquent special charge and shall become a lien as provided in W.S.A. §66.66(15). Said charges shall automatically be extended upon the current or next tax roll as a delinquent tax against the property, and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charges. Unpaid charges shall be assessed a one ~~and one-half~~ percent ($1\frac{1}{2}\%$) per month late payment charge to bills not paid within twenty (20) days of issuance.

Sec. 20-236. Rate charges.

(f) Stormwater Utility charges shall not be payable in installments. If Stormwater Utility charges remain unpaid after a period of twenty (20) days from the date of utility bill, such bill shall become a delinquent special charge and shall become a lien as provided in W.S.A. §66.66(15). Said charges shall automatically be extended upon the current or next tax roll as a delinquent tax against the property, and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charges. Unpaid charges shall be assessed a one percent (1%) per month late payment charge to bills not paid within twenty (20) days of issuance.



CITY OF APPLETON

Finance Department
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MEMORANDUM

Date: August 28, 2024
To: Chairperson Vered Meltzer and Members of the Utilities Committee
From: Kelli Rindt, Enterprise Fund Accounting Manager
Subject: **Approve Summer Sewer Credit Policy**

The Finance Department requests the approval of revisions to the Summer Sewer Credit Policy. A revised policy is required to meet standard billing functionality within the Enterprise Resource Planning (ERP) Utility Billing module. Copies of the proposed and existing policies are attached for your reference. The current policy was last amended and approved on December 15, 1999. The revisions will be effective at the time of the billing conversion.

The revised policy will only apply to residential customers. Residential customers are classified as those customers with residential or domestic use at a single or two-family (duplex) home. Apartment buildings and residential buildings with one meter providing service to three or more living units are considered multi-family customers and will not be eligible for the summer sewer credit.

The revised policy will use 110% of the average of the two prior winter quarters to bill sewer consumption during the summer billing quarters. The credit will only be applied on accounts that have usage in both winter quarters. The current policy bases the credit on the highest previous winter quarter. If the customer does not have full winter history, the credit will not be applied. New accounts will be reviewed after a full winter history has been established and a credit will be applied on accounts that meet the requirements of the policy on an annual basis.

Listed below are some examples on how the credit will be applied:

Example 1

Winter Quarter 1	18,000
Winter Quarter 2	20,000
Winter Average	20,900 (19,000 * 110%)

Summer Quarter 1 water use 35,000; sewer consumption billed at 20,900
Summer Quarter 2 water use 18,000; sewer consumption billed at 18,000

Example 2

Winter Quarter 1	2,000
Winter Quarter 2	10,000
Winter Average	6,600 (6,000 * 110%)

Summer Quarter 1 water use 10,000; sewer consumption billed at 6,600
Summer Quarter 2 water use 15,000; sewer consumption billed at 6,600

Example 3

Winter Quarter 1	0
Winter Quarter 2	10,000
No Winter Average	

Summer Quarter 1 water use 20,000; sewer consumption billed at 20,000
Summer Quarter 2 water use 8,000; sewer consumption billed at 8,000
No full winter history, no summer credit will be applied

While customers will not see a “credit” on their bill, they are receiving reduced sewer volume charges for additional water used in summer billing quarters.

If you have any questions or require additional information regarding this project, please contact me at 920-832-6316.

WATER AND SEWER CREDITS
(Amended 12/15/99)

1. *Water Credits*

If water flowed through a water meter for consumption or other usage, **NO CREDIT** will be given for leaks, etc. All water used is a cost to the Utility and must be paid for by the consumer and / or property owner.

2. *Sewer Credits*

All water registered through the water meter will be billed for sewer consumption unless an exception meter is in place or a leak occurs that does not result in water entering the sanitary sewer system. **NO CREDIT** will be given for toilet leaks, etc. All water entering the sewer system needs to be treated and is a cost to the Utility. The cost is the responsibility of the consumer and / or property owner.

3. *Water and Sewer Credits Administered Through Insurance Claims for Activities Conducted by the City.*

If a consumer believes water consumption has been caused by toilet leaks due to sediments from a main break (or the annual flushing program), a claim form can be obtained from the Human Resources Department or the City Clerk's office. The completed claim form should then be filed with the City Clerk, who will forward it to the Claims Committee for consideration. These claims will not be processed by the City Clerk until a report from the Utilities Director verifies the water meter has been proven to be accurate and that either a main break or water main flushing occurred during the time of the disputed billing.

4. *Meter Malfunction*

If the Utility meter and / or remote reader malfunctions, a Distribution representative will evaluate the problem and, if need be, recommend to the Finance Department via written correspondence, an adjustment. Distribution will copy the Director of Utilities any correspondence recommending a sewer credit.

5. Owners of newly constructed homes are entitled to a lawn watering credit to give customers a sewer credit on water used that will not be entering the sewer system while installing a new lawn. The credit will be calculated automatically without a formal request from the customer and appear on the customer's last winter quarter billing in the first full year of occupancy. If the customer has moved within the City, the credit will be posted to the new address. If the customer moved out of the City, a check will be cut and mailed to the customer's forwarding address.

The method of computing the credit is to subtract the highest of the two winter quarter bills consumption from each of the previous summer quarter's bill consumption. This difference (consumption to be credited can not be less than zero) will be multiplied by the applicable sewer rate for each quarter. The sum of the calculations for the two quarters will equal the credit.

There may be unusual circumstances where the calculation may need to be adjusted, such as toilet leaks, broken pipes, stuck meters or watering outside of the designated summer quarters. Disputes on the calculation of the credit can be filed in writing to the Director of Utilities for consideration. The Director (or designee) can authorize the Finance Department to adjust the credit. If the Director (or designee) denies the request, the individual can appeal to the Utilities Committee.

6. *Summer Sewer Billing*

This policy follows the existing practice for summer sewer billing which is to bill for summer sewer use at no more than the highest winter quarter sewer bill.

Summer Sewer Credit Policy

Summer sewer credit is a system-generated adjustment on the quantity of water that is used to bill sewer volume on residential accounts for two summer quarters. This adjustment for the volume used to bill sewer is to reflect the water used during summer months for residential use for watering lawns and gardens, filling pools and other outdoor uses of water that do not enter the sanitary sewer system. The credit is not available to commercial, industrial, public authority or multi-family accounts.

Summer sewer volume charges will be based on 110% of the prior winter history average of the two winter billing quarters. Winter and Summer quarters vary on the district the property is located.

District	Winter Quarter 1	Winter Quarter 2	Summer Quarter 1	Summer Quarter 2
1	September 1 – November 30	December 1 – February 29	March 1 – May 31	June 1 – August 31
2	October 1 – December 31	January 1 – March 31	April 1 – June 30	July 1 – September 30
3	November 1 – January 31	February 1 – April 30	May 1 – July 31	August 1 – October 31

EXAMPLE:

Winter Quarter 1 14,000 gallons
 Winter Quarter 2 18,000 gallons
 Winter Average at 110% 17,600 gallons (16,000 gallons * 110%)

Summer Quarter 1 water used 20,000
 Water volume billed at 20,000, Sewer volume billed at 17,600
 Summer Quarter 2 water used 17,000
 Water and sewer volume both billed at 17,000. No adjustment in the volume as the amount of water used is less than the prior winter history average.

Winter Quarter 1 & Winter Quarter 2 will bill water and sewer volume based on the actual use.

A credit will not be given on the summer quarters if a billing consumption is not available for both winter quarters. A full winter history is required to be eligible for automated volume adjustment.

New accounts without full winter use history will be reviewed on an annual basis. The current winter history average at 110% will be used to determine if a summer sewer credit would have been awarded in the first year of the new account. If a volume adjustment is determined, it will automatically be applied as credit to the account. The customer does not need to request the review of the account.

Requests for exceptions to the summer sewer credit policy must be submitted in writing to the Finance Department. Requests for exceptions for accounts without history will be based on 110% of the estimated average residential use for the City regardless of the history, residence size or number of household members.



DEPARTMENT OF
UTILITIES

Department of Utilities
Wastewater Treatment Plant
2006 East Newberry Street
Appleton, WI 54915
p: 920-832-5945
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www.appleton.org/government/utilities

MEMORANDUM

Date: August 19, 2024
To: Chairperson Vaya Jones and Members of the Human Resources & Information Technologies Committee
From: Chris Stempa, Utilities Director
CC: Jay Ratchman, Human Resources Director
Ryan Rice, Utilities Deputy Director
Subject: Action: Wastewater Treatment Plant Table of Organization Change Proposal.

BACKGROUND:

After careful consideration and thought by Utilities Management staff, I am proposing a Table of Organization (TO) change within the Wastewater Operations Division which would also include modifications to the exiting shift schedules being worked. Under the proposal, the Wastewater Plant Operators (WWPOs), Solid Operators (SOs) and Relief Operators (ROs) would be combined into one Operations group. The changes being recommended follow retention and recruitment challenges within the WWPO group over the past few years coupled with evolving operational needs that have been highlighted as part of recent and ongoing construction projects. Presently, the most senior WWPO has 12 years of experience at the AWWTP. Recent transitions have created two vacancies with the RO group. When factoring these vacant positions as prospective 2024 new hires, the average years of experience within the WW Operations Group is 3.7 years.

Stay and exit interviews have revealed a consistent theme amongst WWPO and RO staff which included:

1. The short turnaround associated with the cadence of a rotating shift schedule amongst the four member WWPO group
2. The lack of exposure with day shift staff and management including the inability for involvement in projects.
3. For ROs, the unpredictability associated with filling in for WWPO s or SOs.
4. Limited schedule flexibility, in particular for WWPOs.

This memorandum includes a summary of the current TO, proposed changes, and an overview of the organizational benefits that would follow the adoption of these changes if implemented. The current and proposed TO (Appendix 1), current and proposed Operations Division schedule (Appendix 2), and current and modified payroll exception codes (Appendix 3).

CURRENT WASTEWATER TREATMENT PLANT OPERATIONS STAFFING

Wastewater Plant Operators (WWPO)

There are currently four (4) WWPOs that are responsible for operational control and maintaining plant processes within the facility's Wisconsin Pollution Discharge Elimination System (WPDES) permit. The WWPO schedule consists of rotating shifts that presently include 0700-1500, 1500-2300, and 2300-0700. The current schedule has 12-hour shifts on the weekends (0300-1500 and 1500-0300) that are filled by the first and second shift WWPOs. The current schedule allows for WWPOs to work two weekends then get two weekends off.

Solids Operators (SO)

There are currently two (2) SOs that are required to operate the belt filter press units to dewater anaerobically digested biosolids. They work fixed 10-hour shifts Monday through Friday. The Operator #1 schedule is from 0500-1500 and Operator #2 works 1900-0500. The 1500-1900 shift is filled on Monday through Thursday with a RO.

Relief Operators (ROs)

There are four FTE (4) RO positions. ROs work involves a full range of process support duties along with coordinating operational tasks to accommodate maintenance activities. ROs are required to fill in for WWPOs and provide laboratory support. ROs are expected to perform with a comparable level of independence and judgment and within departmental procedures and regulatory rules to maintain compliance with the facility's WPDES permit. The typical RO schedule is Monday through Friday from 0700 -1500. The exception is when scheduled for the 1500-1900 Solids Operator shift (Monday through Thursday) or if filling in for WWPO or SO vacancies.

NEW ROLES AND RESPONSIBILITIES, PAYROLL, COMPENSATION, AND LEAD OPERATOR ASSIGNMENT

New Roles and Responsibilities:

To counteract the challenges previously noted, a change in the TO and new shift schedule is being proposed. The proposed TO change would combine the WWPOs, SOs and ROs into one Operator Group. By expanding the number of individuals in a unified Operator Group, the scheduled rotation would expand from a 4-week rotation amongst four Operators to a 10-week rotation among ten operators. During the 10-week rotation, each Operator would work three (3) weekends (0600-1600, 1400-0000 and 2200-0800) with day shift (0700-1500 or 0600-1600) schedule on each side of the weekend to make a 40-hour work week. The remainder of the schedule would comprise dayshift (0700-1500) work performing the job duties of the current RO and Solids Operator position.

The attached schedule depicts how the Operators would transition through each shift over a 10-week period. In summary, the proposed schedule consists of a 10-hour "Operations" shift that would provide a two hour overlap between the oncoming and off going Operators.

When not operating, personnel will be working 0700-1500 to accomplish needed duties performed previously by the ROs (e.g. preventative maintenance, laboratory,

and biosolids loading) along with tasks and responsibilities presently assigned to the SO position.

Timesheets/Payroll:

ROs currently have their time entered from timesheets into the I-Series system. Effective January 1, 2025, all staff within the Operator Group will be expected to enter their payroll in the Tyler Munis Executime system.

Compensation:

In recognition of the new TO, the position has graded out in pay grade 7 of the City's compensation plan for non-represented employees. Note that the change in pay grade does not mean WWPO staff will retroactively receive a pay increase; however, it does provide an opportunity to earn higher wages in the future.

With this change would be a reduction to payroll codes (see attached) while intending to preserve the incentives for staff to fill shifts. In particular, the traditionally less desirable time slots like the 2300-0700 shift, Sunday shifts, and Holidays. The \$0.50/hr shift differential would remain in effect for anyone working the 10 hour/day WWOP shift.

There will be known cost increases to payroll because of the two-hour Operations shift overlap on weekends and holidays (double Sunday and Holidays) including 7 day/365 day/year shift differentials that would total approximately \$22,000. The Lead Operator assignment would require \$2,080 in additional funding per year (assumes a minimum of one person for duration of year). Costs in 2024 will be paid through vacant salary dollars and will be part of our 2025 budget.

Fill-In Guidelines:

The Fill-in Guidelines have been simplified as part of the TO change and with an expanded candidate pool that would be available when scheduled and/or unscheduled absences occur. Additionally, Utilities Department work rules will be modified following an approved TO change that will allow employees more freedom to select the type of benefited leave while still prioritizing the minimum staffing levels required to operate the treatment facility.

Lead Operator:

The TO change also has allowed the Utilities Department to create a new "Lead Operator" assignment. The Lead Operator provides support to the Wastewater Treatment Plant Operations Supervisor while performing the full scope of assigned duties normally assigned within the Operations Group. Assignments would be received from the AWWTP Operations Supervisor, but the incumbent would exercise independent judgment in accomplishing the work. Interviews will be conducted for Lead Operator assignments. The successful incumbent would be compensated \$1/hour on top of their base pay rate. There may be more than one Lead Operator based on departmental needs and the qualifications of the candidates.

BENEFITS OF PROPOSED CHANGES

Transitioning from three different wastewater operator job classes on different shifts to a unified job class with ten employees on rotating shifts offers several significant benefits. This approach can enhance operational efficiency, improve employee satisfaction, and optimize resource utilization. Here are the key advantages:

1. **Increased Operational Flexibility:** Rotating shifts ensures a uniform skill level and knowledge base available at all times, reducing the risk of operational downtime due to staff shortages or knowledge gaps. Operators have the opportunity to become proficient in all aspects of plant operations, allowing for greater flexibility in managing unexpected issues or peak demand periods.
2. **Enhanced Training and Skill Development:** Operators are exposed to a wider range of tasks and responsibilities, promoting cross-training and a more versatile workforce. Regular rotation through different shifts and tasks helps maintain and enhance skills, leading to a more competent and confident team.
3. **Improved Team Cohesion and Morale:** Having all employees in the same job class fosters a sense of equality and teamwork, as everyone shares the same responsibilities and challenges. Rotating shifts allow operators to interact with a wider range of colleagues, reducing the potential for isolation that can occur with fixed shifts and job classes.
4. **Streamlined Management and Administration:** Managing a single job class simplifies scheduling, making it easier to accommodate vacations, training, and other absences without disrupting operations. Uniform job responsibilities and expectations help ensure consistent performance standards and easier monitoring of operational metrics.
5. **Optimized Resource Utilization:** Rotating shifts help distribute workload more evenly across all employees, preventing burnout and ensuring that all shifts are adequately staffed. With a unified job class, management can deploy skilled operators where they are most needed, enhancing the overall efficiency of plant operations. The TO change will allow fill-in procedures will be simplified with an expanded candidate pool that will be available to fill-in when scheduled and/or unscheduled absences occur. Another benefit of the TO change is the absorption of tasks which are presently completed by Solids Operators. These tasks would be redistributed between shift Operators and dayshift staff. For example, the incoming Operator within the first two hours of their shift be assigned to rounds that would have formally been completed by a Solids Operator. Completion of more labor-intensive or time-consuming tasks like belt changes and acid washes would be assigned to the 0700-1500 staff.
6. **Enhanced Compliance and Safety:** Consistent training and certification across a single job class ensure all operators are equally knowledgeable about regulatory requirements and safety protocols. Regular shift rotation and overlapping shifts help reinforce safety practices and standards, as operators continuously apply and revisit

safety procedures in different contexts. For example, the two-hour scheduled overlap allows an Operator up to two hours of uninterrupted focus in the lab while the off-going Operator can remain focused on duties pertaining to treatment operations and security. The current schedule requires one Operator to be in the lab on weekends for up to 4 hours while only periodically monitoring SCADA, plant security cameras, and/or responding to the front gate.

7. **Employee Satisfaction and Retention:** Rotating shifts provide variety in work, which can increase job satisfaction and reduce monotony. Opportunities for skill enhancement and professional growth through exposure to different aspects of plant operations can improve job satisfaction and retention.
8. **Improved Communication:** The two-hour overlapping shifts provide greater opportunity for formal one-on-one exchange of pertinent operational information in lieu of only relying on written logs. With all operators rotating through shifts, there is a more consistent and reliable flow of information and knowledge transfer between shifts, reducing the risk of miscommunication.
9. **Resilience and Redundancy:** A unified Operator group trained to handle all aspects of treatment plant provides greater operational resiliency to staffing changes, ensuring continuity and reliability. Having multiple operators capable of performing all tasks ensures built-in redundancy so that critical functions are always covered, even in the event of absences.
10. **Costs:** There will be known cost increases to payroll because of the two-hour Operations shift overlap on weekends and holidays. The proposed pay grade change and Lead Operator assignment would also require additional funding that has been taken into consideration as part of the 2025 budget. It is anticipated that more balanced staffing levels have the potential to reduce overtime, leading to cost savings over time. Additionally, standardizing training for a single job class is more efficient and cost-effective than training for multiple job classes with different requirements. Also, the intent would be to reduce the number of payroll codes without eroding the incentives for staff to fill shifts. In particular, the traditionally less desirable time slots like the 2300-0700 shift, Sunday shifts, and Holidays.

RECOMMENDATION:

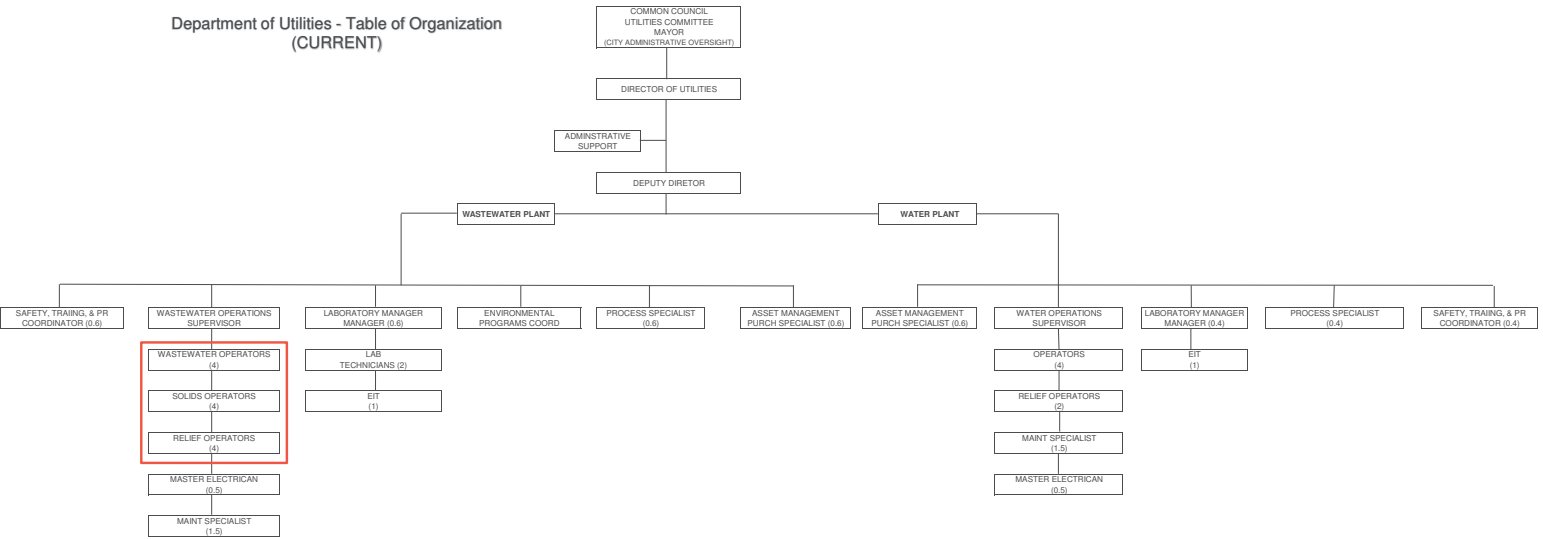
In conclusion, transitioning to one job class on rotating shifts can significantly improve the efficiency, effectiveness, and resilience of wastewater treatment operations. This approach fosters a more versatile and engaged workforce, enhances operational flexibility, and streamlines management processes, ultimately leading to a more robust and sustainable operation.

If you have any questions or require additional information regarding the proposed TO change, please contact Chris Stempa at 920-832-5945.

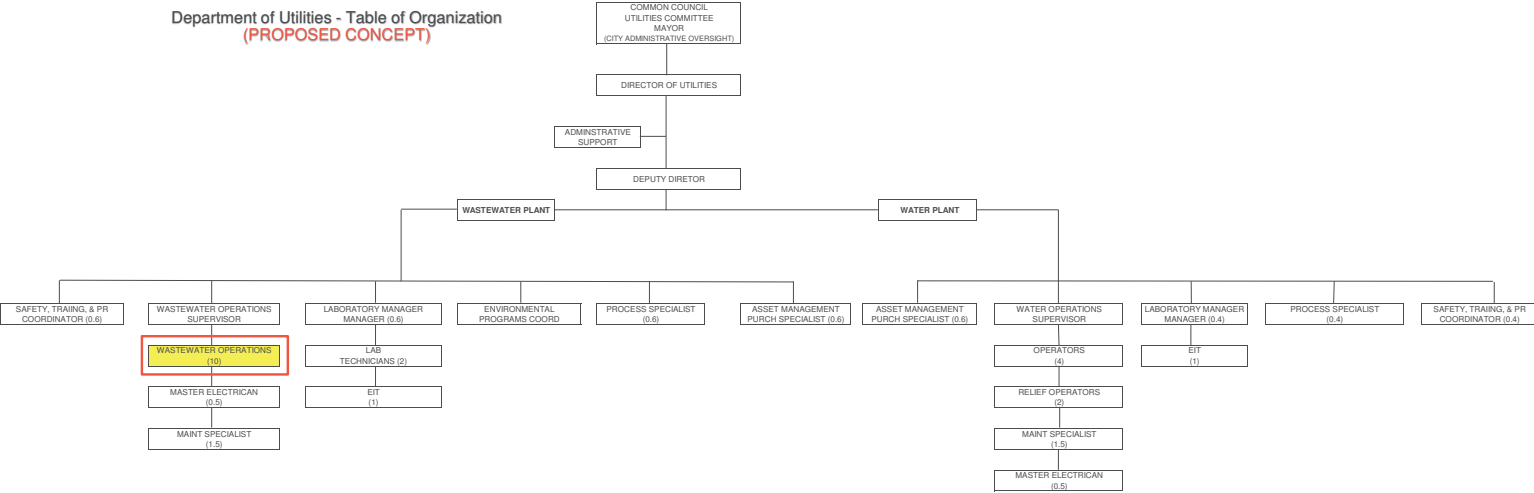
ATTACHMENT 1

Current & Proposed Table of Organization

Department of Utilities - Table of Organization
(CURRENT)



Department of Utilities - Table of Organization
(PROPOSED CONCEPT)



ATTACHMENT 2

Current & Proposed Operations Division Schedule

AWWTP Current Schedule

KEY: 2300-0700 0700-1500 1500-2300 0300-1500 1500-0300 Sat/Sun 12 hour Operations Shift

Operator	WEEK 1							HOURS WORKED	WEEK 2							HOURS WORKED
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat	
1		2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8			1500-2300 8	1500-2300 8	1500-2300 8	1500-2300 8	1500-0300 12	1500-0300 12	56	
2	0300-1500 12	0700-1500 8	0700-1500 8						2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8		40	
3	1500-2300 8				0700-1500 8	0700-1500 8	0300-1500 12		0300-1500 12	0700-1500 8	0700-1500 8				28	
4		1500-2300 8	1500-2300 8	1500-2300 8	1500-2300 8	1500-0300 12	1500-0300 12		1500-2300 8			0700-1500 8	0700-1500 8	0300-1500 12	36	
RO				0700-1500 8							0700-1500 8				8	

Operator	WEEK 1							Total Hrs	WEEK 2							Total Hrs
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sunday	Mon	Tues	Wed	Thur	Frid	Sat	
1		1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10		40		1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10	40	
2		0500-1500m 10	0500-1500m 10	0500-1500m 10	0500-1500m 10			40		0500-1500m 10	0500-1500m 10	0500-1500m 10	0500-1500m 10		40	
RO		1500-1900 4	1500-1900 4	1500-1900 4	1500-1900 4			16		1500-1900 4	1500-1900 4	1500-1900 4	1500-1900 4		16	

Operator	WEEK 1							Total Hrs	WEEK 2							Total Hrs
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sunday	Mon	Tues	Wed	Thur	Frid	Sat	
1		11a-3p 4	11a-3p 4	11a-3p 4	11a-3p 4	0700-1500 8		24		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	
2		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		11a-3p 4	11a-3p 4	11a-3p 4	11a-3p 4	0700-1500 8	24	
3		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	
4		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	

Operator	WEEK 3							HOURS WORKED	WEEK 4							HOURS WORKED
	Sun	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat	
1	1500-2300 8				0700-1500 8	0700-1500 8	0300-1500 12	36	0300-1500 12	0700-1500 8	0700-1500 8				28	
2		1500-2300 8	1500-2300 8	1500-2300 8	1500-2300 8	1500-0300 12	1500-0300 12	56	1500-2300 8			0700-1500 8	0700-1500 8	0300-1500 12	36	
3		2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8		40		1500-2300 8	1500-2300 8	1500-2300 8	1500-2300 8	1500-0300 12	56	
4	0300-1500 12	0700-1500 8	0700-1500 8					28		2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8	2300-0700 8	40	
RO				0700-1500 8				8				0700-1500 8			8	

Operator	WEEK 3							Total Hrs	WEEK 4							Total Hrs
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sunday	Mon	Tues	Wed	Thur	Frid	Sat	
1		1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10		40		1700-0500 10	1700-0500 10	1700-0500 10	1700-0500 10		40	
2		0500-1500m 10	0500-1500m 10	0500-1500m 10	0500-1500m 10			40		0500-1500m 10	0500-1500m 10	0500-1500m 10	0500-1500m 10		40	
RO		1500-1900 4	1500-1900 4	1500-1900 4	1500-1900 4			16		1500-1900 4	1500-1900 4	1500-1900 4	1500-1900 4		16	

Operator	WEEK 3							Total Hrs	WEEK 4							Total Hrs
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sunday	Mon	Tues	Wed	Thur	Frid	Sat	
1		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	
2		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	
3		11a-3p 4	11a-3p 4	11a-3p 4	11a-3p 4	0700-1500 8		24		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	40	
4		0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8	0700-1500 8		40		11a-3p 4	11a-3p 4	11a-3p 4	11a-3p 4	0700-1500 8	24	

AWWTP Proposed Concept Schedule

KEY:

1st	2nd	3rd	
00:00-08:00, 22:00-24:00	06:00-16:00	14:00-00:00	10 Hour Operations Shift
	07:00-15:00		Day Shift (Relief Operator/Maint Helper)
	07:00-11:00 06:00-12:00		Partial Day Shift (Relief Operator/Maint Helper)

Operator	WEEK 1							HOURS WORKED	WEEK 2							HOURS WORKED	BI-WEEKLY TOTAL
	Sunday	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat		
1	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10	40	80
2				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
3		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	80
4		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10			40		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40	80
5	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10			40	80
6		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
7		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	80
8			00:00-08:00, 22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8	40		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40	80
9	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		40	80
10		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10	40	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80

Operator	WEEK 3							HOURS WORKED	WEEK 4							HOURS WORKED	BI-WEEKLY TOTAL
	Sun	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat		
1	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		40	80
2		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10	40	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
3	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10	40	80
4				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
5		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	80
6		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10			40		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40	80
7	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10			40	80
8		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
9		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	80
10			00:00-08:00, 22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8	40		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40	80

AWWTP Proposed Concept Schedule

KEY:

1st	2nd	3rd	
00:00-08:00, 22:00-24:00	06:00-16:00	14:00-00:00	10 Hour Operations Shift
	07:00-15:00		Day Shift (Relief Operator/Maint Helper)
	07:00-11:00 06:00-12:00		Partial Day Shift (Relief Operator/Maint Helper)

Operator	WEEK 5							HOURS WORKED	WEEK 6							HOURS WORKED	BI-WEEKLY TOTAL	
	Sun	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat			
1		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8				06:00-16:00 10	06:00-16:00 10	07:00-15:00 8			22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	80
2		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 10	00:00-08:00 8			07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8			40	80
3	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6					00:00-08:00, 22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 10	00:00-08:00 8		40	80
4		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10		14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
5	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10		40	80
6				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10		06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
7		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8							06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	80
8		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10					07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		40	80
9	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10				40	80
10		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10		00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			40	80

Operator	WEEK 7							HOURS WORKED	WEEK 8							HOURS WORKED	BI-WEEKLY TOTAL	
	Sun	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat			
1	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10				40	80
2		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10		00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			40	80
3		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8				06:00-16:00 10	06:00-16:00 10	07:00-15:00 8			22:00-24:00 2	00:00-08:00, 22:00-24:00 10	40	80
4		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8				07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8			40	80
5	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8			40	80
6	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10		40	80
7				06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10		06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6		40	80
8		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8							06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	80
9		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10					07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8			40	80
10										07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8			40	80

AWWTP Proposed Concept Schedule

KEY:

1st	2nd	3rd	
00:00-08:00, 22:00-24:00	06:00-16:00	14:00-00:00	10 Hour Operations Shift
	07:00-15:00		Day Shift (Relief Operator/Maint Helper)
	07:00-11:00 06:00-12:00		Partial Day Shift (Relief Operator/Maint Helper)

Operator	WEEK 9							HOURS WORKED	WEEK 10							HOURS WORKED	BI-WEEKLY TOTAL		
	Sun	Mon	Tues	Wed	Thur	Frid	Sat		Sun	Mon	Tues	Wed	Thur	Frid	Sat				
1		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8							06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	40	80
2		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10				07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8				40	80
3	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			14:00-00:00 10	14:00-00:00 10	14:00-00:00 10	14:00-00:00 10						40	80
4		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			00:00-08:00, 22:00-24:00 2	40	80
5		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8		06:00-16:00 10	06:00-16:00 10	07:00-15:00 8			22:00-24:00 2				40	80
6		22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8			07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8				40	80
7	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			22:00-24:00 2	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00, 22:00-24:00 10	00:00-08:00 8				40	80
8		07:00-15:00 8	07:00-15:00 8	07:00-11:00 4		14:00-00:00 10	14:00-00:00 10	14:00-00:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				40	80
9	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6			07:00-15:00 8	07:00-15:00 8	07:00-11:00 4			14:00-00:00 10	14:00-00:00 10			40	80
10			06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10	06:00-16:00 10		07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	07:00-15:00 8	06:00-12:00 6				40	80

ATTACHMENT 3
Current & Proposed Payroll Codes

CURRENT PAYROLL CODES

RELIEF OPERATORS

<i>I-Series Pay Codes : Call in / Stand By / Higher Rate</i>		<i>Condition</i>
TC100	Call Time (TC) Lump Sum \$100	--
TC50	Shift Change (TC) Lump Sum \$50	Notice <48 hours
HR1	Higher Rate (HR) \$1/hour	Assignment >1 week, Notice > 48 hours
HR2	Higher Rate (HR) \$2/hour	Assignment <= 1 week, Notice > 48 hours
OH1	Overtime Higher Rate (OH) \$1/hour stacked on x 1.5 rate	Assignment >1 week, Notice > 48 hours
OH2	Overtime Higher Rate (OH) \$2/hour stacked on x 2.0 rate	Assignment <= 1 week, Notice > 48 hours
DH1	Double Time Higher Rate (DH) \$1/hour stacked on x 1.5 rate	Assignment >1 week, Notice > 48 hours
DH2	Double Time Higher Rate (DH) \$2/hour stacked on x 1.5 rate	Assignment <= 1 week, Notice > 48 hours
SB	Stand By (1 hour pay/day)	--

SHIFT OPERATORS

<i>Tyler Munis Pay Codes: Shift Differential / Premium Pay / Overtime</i>	
--	Utilities Shift Differential -- (\$0.50/hr adder to base pay)
220	Holiday Worked (x 2.0)
210	Sunday Double-Time (x 2.0)
205	Overtime >40 hrs/wk (x 1.5)

REVISED OPERATIONS GROUP PAYROLL CODES

<i>Tyler Munis Pay Codes:</i>	
<i>Shift Differential / Premium Pay / Overtime / Call in / Stand By / Higher Rate</i>	
709	Call Time (TC) Lump Sum \$100
708	Shift Change or Stayover Coverage (TC) Lump Sum \$50
--	Utilities Shift Differential -- (\$0.50/hr adder to base pay)
220	Holiday Worked (x 2.0)
210	Sunday Double-Time (x 2.0)
205	Overtime >40 hrs/wk (x 1.5)

[Close this window](#)



Wastewater Plant Operator

Class Code:
260-8 (CC-5)

Bargaining Unit: Non-union Non-
Exempt

CITY OF APPLETON
Revision Date: Jun 13, 2022

SALARY RANGE

\$25.58 - \$35.80 Hourly
\$53,193.00 - 74,474.00 Annually

NATURE OF WORK:

This is a technically skilled, professional, state certified position responsible for successful continuous, real-time operations of a 15.5 MGD advanced secondary wastewater treatment plants, and operation of solids dewatering processes and final deposition procedures in accordance with within the facility's Wisconsin Pollution Discharge Elimination System (WPDES) permit and local, state, and federal standards for municipal wastewater treatment residuals and agricultural land application practices. The Wastewater Plant Operator is responsible for operational control and maintaining plant processes within the facility's Wisconsin Pollution Discharge Elimination System (WPDES) permit. Systems include:

- Sanitary Collection Systems (monitoring and troubleshooting the operation of 15 lift stations)
- Preliminary Treatment Systems (fine screen and wash, vortex grit removal and classification).
- Primary Treatment
- Secondary Treatment Systems (conventional activated sludge, with single stage nitrification and secondary clarification).
- Disinfection Systems (pathogen destruction with chlorination and dechlorination)

- Solids Thickening (dissolved air flotation, primary and receiving station processing).
- Digestion (anaerobic digestion, methane production, gas compression, storage/use).
- Chemical phosphorous precipitation.
- Inventory Systems (include secondary digesters, digested sludge wells, filtrate delivery and storage system, water treatment residuals delivery and storage, and the biosolids conveyance system)
- Dewatering Equipment (belt filter presses, chemical feed and mix systems, biosolids storage and out loading (containment and out loading systems that utilize forklift and payloader operations to maintain physical inventory).

Wastewater Plant Operator responsibilities involve the comprehensive monitoring, testing, and control of the chemical, physical and biological processes at the wastewater treatment plant. The operator completes analytical testing to maintain plant processes and for regulatory reporting requirements. Operators control equipment, pumps, valves, chemicals, etc. in order to affect efficient, compliant discharge effluent and digestion product. Work is performed under general supervision of the Operations Manager.

JOB FUNCTIONS:

ESSENTIAL JOB FUNCTIONS

- Monitors, determines necessary adjustments of unit processes to optimize wastewater treatment performance. Determines, adjusts, and monitors chemical dosage for treatment including flocculants, ferrous sulfate, ferrous chloride, sodium hypochlorite, and sodium bisulfite.
- Develops process control strategies and responds to abnormal conditions with appropriate corrective measures using accepted wastewater practices to re-establish compliant plant performance.
- Retrieves samples and performs required preservation and regulatory analysis to comply with WPDES permit and Wisconsin Administrative Code. Regulatory testing requirements include the following: Biochemical Oxygen Demand (BOD), pH, fecal coliform, and chlorine residual. Process analyses includes: settability testing, suspended solids and volatile suspended solids to derive MCRT and SVI's. Volatile acids, alkalinity and carbon dioxide to determine anaerobic digester performance.
- Monitors flows, levels, pressures, data and trends. Utilizes information in troubleshooting and controlling plant processes.
- Controls and processes wastes transported to facility for treatment.
- Conducts microscopic analysis of process microlife to determine and control biological treatment performance.
- Monitors for and identifies equipment malfunctions and initiates work requests. Safely starts, stops and isolates treatment processes and equipment.
- Makes process and maintenance observations and maintains accurate benchsheets, worksheets, records, requests, and reports.
- Completes chronological log and communicates relevant information to operations, maintenance and laboratory staff.
- Compiles and enters computer data from system monitoring activities using standard and

process specific software.

- Leads plant operation during emergency events including peak flow, power outage, and emergency response.
- Responsible for immediate security and as contact of the facility during non-business hours, responds to security system and facilitates response as appropriate.
- Responds to public inquires regarding the wastewater treatment as appropriate.
- Maintains regular punctual and predictable attendance, works overtime and extra hours as required.
- Monitors and manipulates process variables including digested sludge inventory levels, feed rates, chemical feed rates, and belt filter press settings to ensure consistent throughput.
- Collects process control and regulatory compliance sampling as required for total solids, total volatile solids, pH, fecal coliform, nitrogen, phosphorus, potassium, calcium, and RCRA metals.
- Monitors biosolids storage distribution and building configuration appropriately for inventory levels, moves materials, loads trucks, and produces scale records for material tracking.
- Assists with bulk chemical delivery, relocates chemical totes and containers, and maintains chemical inventory information.
- Maintains and cleans solids dewatering facilities and equipment.
- Identifies necessary corrective maintenance, initiates work orders, and monitors status of repairs where appropriate.
- Assists mechanical, electrical, or instrumentation technician in troubleshooting and repair of related equipment and systems.
- Enters areas of facility and sewer system structures designated as "confined space" per CFR 1910.146

OTHER JOB FUNCTIONS

- Maintains awareness of potential adverse impacts of inadvertent industrial discharges, responds to industrial notifications as necessary and communicating information and plant response actions to Pretreatment Coordinator or supervisor.
- Responsible for the operation of the stand-by electrical generators (includes 1500 kW on-site electrical generation).
- Utilizes lockout tagout, personal protective equipment and department and city safety procedures to perform work safely.
- Monitors raw material consumption, initiates purchase order requests to maintain adequate inventories, and coordinates receipt of incoming chemical shipments and supplies.
- Participates and contributes to research and development.
- Performs laboratory bench scale process simulation tests to optimize chemical and biological treatment.
- Utilizes engineering drawings including general, mechanical, and process instrument and diagrams.
- Performs off-site sampling, testing, and maintains field data logs for biosolids compost.
- Communicates compost process status with the Biosolids Program Coordinator.

REQUIREMENTS OF WORK:

- Post-secondary education or training in wastewater treatment technology with a college degree preferred.
- Possession or the ability to obtain WDNR Advanced Wastewater Operator certification

(certification subgrades A1, B, C, D, L, P and SS) preferred within 48 months of employment and maintain the certificate when employed.

• Possession or the ability to obtain WDNR general operator certification with mechanical sludge handling subgrade (certification subgrade G) preferred within 48 months of employment and maintain the certificate when employed.

- Three to five years of operating experience in a wastewater treatment facility, manufacturing environment, industrial maintenance environment or any equivalent combination of education, experience, and training desired.
- Routinely rotating through three duty shifts providing twenty-four hour coverage on a seven day per week basis including holidays.
- Valid Wisconsin driver's license.
- Mechanical systems including centrifugal and positive displacement pumps, turbines, compressors, generators, as well as their control mechanisms.
- Safety requirements in an industrial environment including precautions associated with working with mechanical equipment and industrial grade chemicals.
- State and Federal regulation governing operation of wastewater treatment plants.
- Exercise independent judgment based on available information when necessary.
- Read engineering drawing and utilize operations and maintenance manuals.
- Increase unit performance with arithmetic calculations to determine process flow, loadings, and chemical dosing set points.
- Perform analytical procedures according to method protocols and quality control standards.
- Use computer interfaces including Supervisory Control and Data Acquisition (SCADA) systems and reporting software to enter data, produce records and develop reports.
- Understand and follow oral or written instructions.
- React promptly and efficiently in emergencies.
- Maintain effective relations with other employees and deal with the public in a courteous and tactful manner.
- Withstand various weather conditions, fumes, odors, and dust generally associated with wastewater treatment processes.
- Perform tasks which require frequent standing, climbing, reaching, squatting, bending, pushing, pulling, lifting and carrying.
- Safely operate hand-trucks, forklifts, man-lifts, and similar equipment.
- Perform all duties in a safe manner consistent with department and city safety policies and procedures.
- Follow confined space entry procedures.
- Use a variety of personal protective equipment effectively, including respirators and self-contained breathing apparatus (SCBA).

SUPPLEMENTAL INFORMATION:

COMPETENCIES

Customer Focus
Adaptability/Flexibility
Technical Skills
Communication
Positive Attitude

To learn more about these competencies click [here](#)

Memorandum

TO: Fox Cities Transit Commission
FROM: Ron McDonald, General Manager
DATE: August 19, 2024
RE: Award Recommendation for the 2025 Valley Transit Whitman Facility Renovation Project, Phase 2 Design Contract to Kueny Architects, LLC.

BACKGROUND

Valley Transit's Whitman Facility Renovation Project's Phase 1 (office/admin spaces) construction is currently underway with anticipated completion in 2025. The Phase 2 Project (renovation of maintenance, bus wash, fueling, bus storage areas) was awarded \$12M by the Federal Transit Administration in July 2024. The total project budget with local funds is \$15M.

Kueny Architects LLC was the firm that completed all Whitman Facility Architectural & Engineering (A&E) services to date under a contract awarded in 2021. Since the original Whitman Facility plan set was completed, additional design and redesign work is required to account for changes since 2021 and facility engineering alterations related to solar, hydrogen fuel and microgrid technologies. These concepts were outlined in Valley Transit's Phase 2 federal grant application. The additional engineering work is needed prior to releasing a construction bid for Phase 2.

ANALYSIS

Given the existing work done by the current A&E firm, staff recommends a sole source purchase to continue Whitman Facility Phase 2 A&E work with Kueny Architects, LLC. A new A&E firm would result in substantial duplication of work and expense. A new firm would need to re-create existing design plans, account for the specialty engineering related to solar/hydrogen and re-establish working relationships with existing onsite contractors. This duplication would also delay the planned Phase 2 construction bid release date.

Valley Transit is requesting a sole source purchase with Kueny Architects, LLC to update the Whitman Facility Phase 2 Construction Design Plans and include engineering plans for solar, hydrogen production, hydrogen fueling, and fuel/power distribution. Valley Transit staff completed a sole source justification and cost reasonableness analysis of the proposal received by Kueny Architects, LLC. The sole source decision was reviewed and approved by City of Appleton purchasing staff.

FISCAL IMPACT

Kueny Architects, LLC's proposal for Phase 2 design & engineering work totals \$826,000.00. Valley Transit requests an additional 5% contingency (\$41,300) for unknown design costs. This brings the potential total project cost to \$867,300. Existing federal grants would cover 80% of total project cost. The remaining cost would be expensed from Valley Transit's annual budget.

RECOMMENDATION

Staff recommends issuing a purchase order to Kueny Architects, LLC for \$826,000.00 plus a 5% contingency for future unknown costs.

Resolution #8-R-24
**Resolution to Require a Super Majority Vote on Wheel Tax or Wheel
Tax Related Fee Increases**

Date: Wednesday July 17th, 2024

Submitted By: Alderperson Christopher Croatt – District 14

Referred To: Finance Committee

RESOLUTION SUMMARY

Require a super majority vote (2/3) of the Common Council on any change to the City of Appleton wheel tax or wheel tax related fees proposed by the city or part of a resolution submitted by an Alderperson or Alderpersons.

FULL RESOLUTION

Whereas tax and fee increases can have a direct financial impact on the citizens of Appleton, and;

And Whereas tax and fee changes can have an impact on departmental budgets, capital projects, borrowing obligations, service levels, and operations, and;

And Whereas certain transactions such as transfer of funds, special use permits, and some other important financial impact votes require a super majority vote of the Common Council, and;

And Whereas important votes on tax and fee increases should be held to the same higher threshold for approval as other finance-based matters with the potential for direct financial implications to taxpaying citizens, now;

Therefore, Be It Resolved the City of Appleton requires a super majority vote defined as a 2/3 vote of the members of the Common Council on all wheel tax and wheel tax related fee changes, including increases and decreases.

102-24

AN ORDINANCE AMENDING SECTION 19-5 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO THE ERECTION OF OFFICIAL TRAFFIC SIGNS AND SIGNALS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-5 of Chapter 19 of the Municipal Code of the City of Appleton, relating to the erection of official traffic signs and signals, is hereby created as follows:

INSTALL STOP SIGNS ON:

Catherine Street at North Street

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to erect and maintain the appropriate standard traffic signs, signals and markings, giving notice of the provisions of this Ordinance.

103-24

AN ORDINANCE AMENDING SECTION 19-5 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO THE ERECTION OF OFFICIAL TRAFFIC SIGNS AND SIGNALS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-5 of Chapter 19 of the Municipal Code of the City of Appleton, relating to the erection of official traffic signs and signals, is hereby created as follows:

INSTALL STOP SIGNS ON:

North leg of Mary Street at North Street (for southbound traffic)

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to erect and maintain the appropriate standard traffic signs, signals and markings, giving notice of the provisions of this Ordinance.

104-24

AN ORDINANCE AMENDING SECTION 19-5 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO THE ERECTION OF OFFICIAL TRAFFIC SIGNS AND SIGNALS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-5 of Chapter 19 of the Municipal Code of the City of Appleton, relating to the erection of official traffic signs and signals, is hereby created as follows:

INSTALL STOP SIGNS ON:

South leg of Mary Street at North Street (for northbound traffic)

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to erect and maintain the appropriate standard traffic signs, signals and markings, giving notice of the provisions of this Ordinance.

105-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby repealed:

Ord. 97-52: “Parking be restricted to four hours during school hours on the east side of Mason Street from the south right-of-way line of Prospect Avenue to a point 415 feet south.”

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

106-24

**AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.
(Municipal Services Committee 8-21-2024)**

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby repealed:

Ord. 97-52: “Stopping, standing, or parking be prohibited, except for bus loading, during school hours, on the east side of Mason Street from a point 415 feet south of the south right-of-way line of Prospect Avenue extending 50 feet south.”

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

107-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby created as follows. This ordinance supersedes and repeals any conflicting ordinance regarding parking in the designated area.

Designate a 15-minute parking zone from 7:30 a.m. to 4:30 p.m. on school days on the east side of Mason Street from a point 286 feet south of Prospect Avenue to a point 348 feet south of Prospect Avenue.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

108-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby created as follows. This ordinance supersedes and repeals any conflicting ordinance regarding parking in the designated area.

Parking be restricted to vehicles displaying handicapped license plates or Wisconsin

handicapped permit only on the east side of Mason Street from a point 348 feet south of Prospect Avenue to a point 373 feet south of Prospect Avenue.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

109-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.
(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby created as follows. This ordinance supersedes and repeals any conflicting ordinance regarding parking in the designated area.

Stopping, standing and parking be prohibited, except for buses, from 7:30 a.m. to 4:30 p.m. on school days on the east side of Mason Street from a point 420 feet south of Prospect Avenue to a point 470 feet south of Prospect Avenue.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

110-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.
(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby created as follows. This ordinance supersedes and repeals any conflicting ordinance regarding parking in the designated area.

No Parking/Passenger Loading Zone (driver must remain behind wheel/pull forward when possible) 7:30 a.m. to 4:30 p.m. on school days on the east side of Mason Street from a point 470 feet south of Prospect Avenue to a point 550 feet south of Prospect Avenue.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to make the necessary changes in the Parking District Map in accordance with this Ordinance.

111-24

AN ORDINANCE AMENDING SECTION 19-86 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO PARKING RESTRICTIONS.
(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-86 of Chapter 19 of the Municipal Code of the City of Appleton, relating to parking restrictions, is hereby created as follows. This ordinance supersedes and repeals any conflicting ordinance regarding parking in the designated area.

Stopping, standing and parking be prohibited from 7:30 a.m. to 4:30 p.m. on school days on the east side of Mason Street from a point 550 feet south of Prospect Avenue to a point 615 feet south of Prospect Avenue.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to

make the necessary changes in the Parking District Map in accordance with this Ordinance.

112-24

AN ORDINANCE AMENDING SECTION 19-5 OF CHAPTER 19 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO THE ERECTION OF OFFICIAL TRAFFIC SIGNS AND SIGNALS.

(Municipal Services Committee 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 19-5 of Chapter 19 of the Municipal Code of the City of Appleton, relating to the erection of official traffic signs and signals, is hereby created as follows:

INSTALL STOP SIGNS ON:

Tonka Street at North Street

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication, the Traffic Engineer is authorized and directed to erect and maintain the appropriate standard traffic signs, signals and markings, giving notice of the provisions of this Ordinance.

113-24

AN ORDINANCE AMENDING SECTION 3-12 OF CHAPTER 3 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO MAXIMUM NUMBER OF ANIMALS.

(Board of Health – 8-21-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Section 3-12 of Chapter 3 of the Municipal Code of the City of Appleton, relating to maximum number of animals, is hereby amended to read as follows:

Sec. 3-12. Maximum number of animals.

No person or household shall keep more than six (6) animals, the maximum number of dogs being three (3), the maximum number of rabbits being two (2), on any City lot, land parcel, or dwelling unit if in a multiple dwelling unit, with the exception of a litter of pups or kittens, which may be kept for a period of time not to exceed five (5) months from birth. This section does not apply to premises holding a valid kennel license or to chicken hens maintained under a valid permit issued by the Health Department.

Section 2: This ordinance shall be in full force and effect from and after its passage and publication.

114-24

AN ORDINANCE AMENDING CHAPTER 23 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON AND THE OFFICIAL ZONING MAP WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

(City Plan Commission 9-4-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Zoning Ordinance, Chapter 23 of the Municipal Code of the City of Appleton and the Official Zoning Map, which is a part thereof, is amended by making the following changes:

To rezone lands located at 319 North Drew Street (Tax Id #31-2-0486-00), including to the centerline of the adjacent street right-of-way from R-2 Two-Family District to R-1C Central City Residential District. (Rezoning #7-24 – 319 N. Drew Street, William Bultman and Evelyn Li, owners and applicants)

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

COMMON DESCRIPTION:

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

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication the Director of Community Development is authorized and directed to make the necessary changes to the Official Zoning Map in accordance with this Ordinance.

115-24

**AN ORDINANCE AMENDING THE
COMPREHENSIVE PLAN FOR THE
CITY OF APPLETON.**

The Common Council of the City of Appleton does ordain as follows:

Section 1: The Comprehensive Plan 2010-2030 Future Land Use Map for the following area of the city be amended as follows:

#1-24: For land generally located at 4321 North Ballard Road and 3920 North Meade Street, and being more particularly described as: Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, 31-1-6462-00, 31-1-6522-01, 31-6-5303-00, and 31-1-9107-00 to amend the subject properties from future Agricultural and Private Open Space and Commercial land use designation to One and Two Family Residential and Mixed-Use future land use designation and the Future Land Use Map be revised accordingly.

LEGAL DESCRIPTION:

SEC13 T21N R17E PRT N W1/4 OF NW1/4 COM NW COR SD SEC13 E33FT TO POB E7FT S405.7FT S50DE86FT S508FT S77D E7 42.11FT N1131.54FT W807FT W30FT TO POB 17.6 66AC M/L, SEC13 T21N R17E ALL THAT PART OF NW1/4 & NE1/4 OF NW1/4 AND NW & NE1/4 OF NE1/4 AND PARTS OF NE1/4 NW1/4 SW 1/4 & SE1/4 OF SEC12 T21N R17E LESS 10 AC FOR HOME OFFICE SITE 318.6 AC M/L, SEC12 T21N R17E 10AC IN SW1/4 OF NW1/4 OF SD SEC CONTAINING COOLING TOWER & NEW AAL OFFICE BUILDING AS DESC IN PARCEL 2, LOT 2 CSM 8196 – 222.63 AC, SEC12 T21N R17E N167. 5FT OF W130FT OF S10AC NW SW LESS HWY AND L ESS DOC 1537892 FOR ST (10-1-0450), SEC12 T21N R17E E217. 4FT OF S297.8FT OF N1/2 OF SE1/4 OF NE1/4 L ESS THAT PRT FOR HWY (10-1-0425) 1.14 AC, AND SEC12 T21N R17E PRT N E NW BEG NE COR NE NWS993.87FT (REC AS 994 .50FT) W682.23FT N649.25FT N52D 558.60 FT A KG RD E246.82FT TO POB LESS RD & LESS 12597 M1-4 FOR RD 10.43AC M/L (10-1-429), PER CITY ASSESSORS RECORDS.

Section 2: This ordinance shall be in full force and effect from and after its passage and

publication.

116-24

AN ORDINANCE AMENDING CHAPTER 23 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON AND THE OFFICIAL ZONING MAP WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

(City Plan Commission 9-4-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Zoning Ordinance, Chapter 23 of the Municipal Code of the City of Appleton and the Official Zoning Map, which is a part thereof, is amended by making the following changes:

For land generally located at 4321 North Ballard Road, to amend the Planned Development Overlay General Commercial District (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 and replace the current Implementation Plan Document #1376284 with a new Implementation Plan Document. (Planned Development District #4-00 Amendment (PD/C-2 #4-00) – Thrivent Financial for Lutherans, Owner, and Land by Label, LLC, Applicant)

LEGAL DESCRIPTION:

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 12, and part of the Northwest 1/4 and Northeast 1/4 of the Northwest 1/4 and part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 13, all being located in Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 12; thence South 00°-02'-21" East along the East line of said Southeast 1/4, a distance of 734.04 feet; thence North 90°-00'-00" West, a distance of 50.00 feet to the West right-of-way line of Ballard Road, said point being the point of beginning; thence continuing North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-

46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65 feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; thence North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence South 00°-43'-29" West along said East line, a distance of 1,885.41 feet to the South line of the Southwest 1/4 of said Section 12; thence North 89°-36'-54" East along said South line, a distance of 787.74; thence South 00°-46'-59" West, a distance of 1,095.87 feet to the Northerly right-of-way line of Interstate Highway "41"; thence South 79°-59'-24" East along said Northerly line, a distance of 238.64 feet; thence South 84°-00'-22" East along said Northerly line, a distance of 502.02 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 700.00 feet; thence North 86°-20'-30" East along said Northerly line, a distance of 317.96 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 1,484.19 feet; thence North 00°-51'-04" East along said Northerly line, a distance of 10.00 feet; thence South 89°-08'-56" East along said Northerly line, a distance of 598.15 feet; thence North 72°-14'-50" East along said Northerly line, a distance of 549.98 feet; thence North 35°-43'-57" East along said Northerly line, a distance of 101.12 feet to the West right-of-way line of Ballard Road; thence North 00°-07'-51" West along said West line, a distance of 974.99 feet; thence North 11°-15'-34" East along said West line, a distance of 357.19 feet; thence North 00°-02'-21" West along said West line, a distance of 1,007.86 feet; thence South 89°-57'-40" West, a distance of 3.00 feet; thence North 00°-02'-21" West along said West line, a distance of 149.03 feet; thence North 05°-40'-03" East along said West line, a distance of 30.17 feet; thence North 00°-02'-21" West along said West line, a distance of 372.84 feet to the point of beginning and containing 381.485 acres (16,617,492 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

COMMON DESCRIPTION:

4321 North Ballard Road – Parcel Identification Numbers: 31-1-6451-00, 31-1-6451-01, 31-1-6461-01, and 31-6-5303-00.

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication the Director of Community Development is authorized and directed to make the necessary changes to the Official Zoning Map in accordance with this Ordinance.

117-24

AN ORDINANCE AMENDING CHAPTER 23 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON AND THE OFFICIAL ZONING MAP WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

(City Plan Commission 9-4-2024)

The Common Council of the City of Appleton does ordain as follows:

Section 1: That Zoning Ordinance, Chapter 23 of the Municipal Code of the City of Appleton and the Official Zoning Map, which is a part thereof, is amended by making the following changes:

To rezone land generally located at 4321 North Ballard Road, to rezone Part of Parcel Identification Numbers: 31-1-6461-01 and 31-1-6451-00 and All of Parcel Identification Numbers: 31-1-6462-00 and 31-1-9107-00 from R-2 Two-family District, R-1A Single-Family District, 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 right-of-way(s). (Rezoning #6-24 – Thrivent Financial for Lutherans, Owner, and Land by Label, LLC, Applicant)

LEGAL DESCRIPTION:

Rezoning #6-24

Part of the Northeast 1/4 of the Northwest 1/4 of Section 12, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of said Northwest 1/4; thence South 00°-28'-27" West along the East line of said Northwest 1/4, a distance of 349.28 feet to the point of beginning; thence continuing South 00°-28'-27" West along said East line, a distance of 644.59 feet to a North line of Lot 2 of Certified Survey Map No. 8196 recorded in the Outagamie County Register of Deeds Office as

Document No. 2247072; thence South 89°-37'-46" West along said North line, a distance of 684.16 feet to the Southeast corner of Lot 1 of Certified Survey Map No. 3161 recorded in said Register of Deeds Office as Document No. 1271500; thence North 00°-33'-21" East along the East line of said Certified Survey Map No. 3161, a distance of 610.92 feet to the Southerly right-of-way line of Apple Creek Road; thence North 52°-00'-40" East along said Southerly line, a distance of 30.41 feet; thence Northeasterly 173.95 feet along said Southerly line on a curve to the right having a radius of 239.84 feet, the chord of said curve bears North 72°-47'-18" East, a chord distance of 170.16 feet; thence South 86°-26'-05" East along said Southerly line, a distance of 498.01 feet to the point of beginning and containing 10.374 acres (451,906 sq. ft.) more or less, including to the centerline of the adjacent right-of-way.

AND

R-2 Legal Description excluding AG-R2 parcel

Part of Lot 2 of Certified Survey Map No. 8196, recorded in Outagamie County Register of Deeds Office as Document No. 2247072, part of the Southeast 1/4 of the Northeast 1/4, part of the Northwest 1/4 and Northeast 1/4 of the Southwest 1/4 and part of the Northwest 1/4 of the Southeast 1/4 of Section 12, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin being more particularly described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of said Section 12; thence South 00°-28'-27" West along the West line of said Northeast 1/4, a distance of 993.87 feet to a North line of said Lot 2, said point also being the point of beginning; thence continuing South 00°-28'-27" West along said West line, a distance of 988.47 feet to the South line of the North 1/2 of the South 1/2 of said Northeast 1/4, said line also being the South line of Ashbury Meadows Subdivision, recorded in the Outagamie County Register of Deeds Office as Document No. 1134265; thence North 89°-30'-00" East along said South line, a distance of 2,432.96 feet to the East line of said Ashbury Meadows; thence North 00°-03'-15" West along said East line, a distance of 299.50 feet to the South right-of-way line of Ashbury Drive; thence North 89°-56'-50" East along said South line, a distance of 140.40 feet; thence South 34°-43'-28" East along said South line, a distance of 47.46 feet to the West right-of-way line of Ballard Road; thence South 00°-03'-10" East along said West line, a distance of 923.33 feet; thence South 00°-02'-21" East along said West line, a distance of 734.01 feet; thence North 90°-00'-00" West, a distance of 300.20 feet; thence North 00°-00'-00" East, a distance of 920.00 feet; thence North 90°-00'-00" West, a distance of 1,095.94 feet; thence Southwesterly 73.60 feet on a curve to the left having a radius of 130.00 feet, the chord of said curve bears South 73°-46'-53" West, a chord distance of 72.62 feet; thence South 57°-33'-46" West, a distance of 169.14 feet; thence South 32°-26'-14" East, a distance of 520.93 feet; thence Southeasterly 141.53 feet on a curve to the right having a radius of 250.00 feet, the chord of said curve bears South 16°-13'-07" East, a chord distance of 139.65

feet; thence South 00°-00'-00" East, a distance of 746.70 feet; thence North 90°-00'-00" West, a distance of 610.35 feet; North 00°-00'-00" East, a distance of 106.33 feet; thence Northwesterly 1,415.04 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears North 42°-40'-17" West, a chord distance of 1,287.81 feet; thence North 85°-20'-35" West, a distance of 93.29 feet; thence Southwesterly 630.02 feet on a curve to the left having a radius of 950.00 feet, the chord of said curve bears South 75°-39'-30" West, a chord distance of 618.54 feet; thence South 56°-39'-36" West, a distance of 219.75 feet; thence Southwesterly 359.69 feet on a curve to the left having a radius of 780.00 feet, the chord of said curve bears South 43°-26'-56" West, a chord distance of 356.52 feet; thence Southwesterly 533.52 feet on a curve to the right having a radius of 400.00 feet, the chord of said curve bears South 68°-26'-56" West, a chord distance of 494.85 feet; thence North 73°-20'-24" West, a distance of 314.39 feet; thence Northwesterly 145.38 feet on a curve to the left having a radius of 500.00 feet, the chord of said curve bears North 81°-40'-12" West, a chord distance of 144.87 feet; thence North 90°-00'-00" West, a distance of 432.76 feet to the East right-of-way line of Meade Street; thence North 00°-43'-29" East along said East line, a distance of 749.37 feet; thence North 00°-45'-48" East along said East line, a distance of 215.39 feet to the South line of Lot 1 of said Certified Survey Map No. 8196; thence North 89°-31'-48" East along said South line, a distance of 654.98 feet to the East line of said Lot 1; thence North 00°-45'-48" East along said East line, a distance of 448.46 feet to the North line of said Lot 1; thence South 89°-31'-48" West along said North line, a distance of 148.98 feet; thence North 12°-33'-12" West, a distance of 166.25 feet; thence North 46°-54'-46" East, a distance of 591.62 feet; thence North 43°-05'-12" West, a distance of 137.00 feet to the Southerly right-of-way line of Apple Creek Road; thence North 46°-54'-48" East along said Southerly line, a distance of 475.59 feet to a North line of said Lot 2; thence North 89°-37'-46" East along said North line, a distance of 1,464.83 feet to the point of beginning and containing 171.296 acres (7,461,663 sq. ft.) of land more or less, including to the centerline of the adjacent right-of-way.

COMMON DESCRIPTION:

4321 North Ballard Road – Part of Parcel Identification Numbers: 31-1-6461-01 and 31-1-6451-00 and All of Parcel Identification Numbers: 31-1-6462-00 and 31-1-9107-00

Section 2: This Ordinance shall be in full force and effect from and after its passage and publication, and upon its passage and publication the Director of Community Development is authorized and directed to make the necessary changes to the Official Zoning Map in accordance with this Ordinance.