



City of Appleton

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

Meeting Agenda - Final Community Development Committee

Wednesday, November 20, 2024

6:45 PM

Council Chambers, 6th Floor

Special Meeting

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

[24-1475](#) CDC Minutes from 10-9-24

Attachments: [CDC Minutes 10-9-24.pdf](#)

5. Public Hearing/Appearances

6. Action Items

[24-1476](#) Request to approve an extension of the purchase date to February 28, 2025 under the Development Agreement (Phase II) with Merge LLC for a mixed-use development located on the southeast corner of W. Washington Street and N. Appleton Street (Tax Id #31-2-0272-00) in Tax Increment Financing District No. 11

Attachments: [Merge Ph II DA Extend Purchase Date Memo to CDC 11-20-24.pdf](#)

7. Information Items

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Any questions about items on this meeting are to be directed to Kara Homan, Director, Community Development Department at 920-832-6468.

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



City of Appleton

100 North Appleton Street
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Meeting Minutes - Final Community Development Committee

Wednesday, October 9, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

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

2. Pledge of Allegiance

3. Roll call of membership

Present: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith

Others present:

Victoria Drehmel, Code Compliance Inspector

4. Approval of minutes from previous meeting

[24-1289](#)

CDC Minutes from 8-28-24

Attachments: [CDC Minutes 8-28-24.pdf](#)

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

Aye: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith

5. Public Hearing/Appearances

6. Action Items

[24-1290](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Section 4-66(a) and (b), as identified in the attached document

Attachments: [Chapter 4 Buildings Sec 4-66 Draft Text Amendments Strikeout For10-9-24.pdf](#)

Proceeds to Council on November 6, 2024.

Jones moved, seconded by Wolff, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith

[24-1291](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Section 4-241, as identified in the attached document

Attachments: [Chapter 4 Buildings Sec 4-241 Draft Text Amendments Strikeout For10-9-24.pdf](#)

Proceeds to Council on November 6, 2024.

Jones moved, seconded by Wolff, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith

[24-1292](#)

Request to approve proposed text amendments to the Municipal Code Chapter 4 Buildings, Section 4-546(a), as identified in the attached document

Attachments: [Chapter 4 Buildings Sec 4-546 Draft Text Amendments Strikeout For10-9-24.pdf](#)

Proceeds to Council on November 6, 2024.

Wolff moved, seconded by Jones, that the proposed Municipal Code text amendments be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith

7. Information Items

[24-1293](#)

Inspection Division Permit Summary Reports Ending 8-31-24 and 9-30-24

Attachments: [Inspections Permit Report August 2024.pdf](#)
[Inspections Permit Report September 2024.pdf](#)

This item was presented.

[24-1294](#)

2025 Community Development Department Budget

Attachments: [2025 Community Development.pdf](#)
[2025 Community Development Grants.pdf](#)
[2025 Ind Park Land Capital Projects Fund.pdf](#)
[2025 Community Devel Capital Projects Fund.pdf](#)
[2025 TIF 3.pdf](#)
[2025 TIF 6.pdf](#)
[2025 TIF 7.pdf](#)
[2025 TIF 8.pdf](#)
[2025 TIF 9.pdf](#)
[2025 TIF 10.pdf](#)
[2025 TIF 11.pdf](#)
[2025 TIF 12.pdf](#)
[2025 TIF 13.pdf](#)

This item was presented and discussed.

8. Adjournment

**Jones moved, seconded by Wolff, that the meeting be adjourned at 4:42 p.m.
Roll Call. Motion carried by the following vote:**

Aye: 4 - Hartzheim, Jones, Siebers and Wolff

Excused: 1 - Smith



CITY OF APPLETON

MEMORANDUM

Date: November 20, 2024
To: Community Development Committee
From: Lily Paul, Economic Development Specialist
Subject: Request Approval to Extend Purchase Date per the Development Agreement Between the City of Appleton and Merge, LLC in TIF #11

GENERAL INFORMATION

Owner: City of Appleton

Buyer: Brent Dahlstrom, Merge, LLC (Developer)

Address/Parcel Number: Blue Ramp Site (Parcel ID #31-2-0272-00)

Request: Applicant & Owner are requesting to extend the closing date

Community Development Committee Meeting Date: November 20, 2024

Common Council Meeting Date: November 20, 2024

PROJECT DETAILS

Project Summary: The Appleton Common Council approved a Development Agreement (DA) with Merge, LLC (Developer) in January 2022, amended February 2023, amended December 2023, and recently amended July 2024 for the development of a site at the southeast corner of Washington Street and Appleton Street (the Blue Ramp Site). This is the second phase of Merge's development, with the first complete and currently leasing (Urbane115 Apartments).

Per the existing Development Agreement, Merge was to acquire the former Blue Ramp Site from the City by July 31, 2024, then was given a 60-day extension to receive the DNR Clearance Letter. The DNR Clearance Letter was not received until September 18, 2024. Due to a combination of receiving the clearance letter later than expected and securing funds, Staff and the Developer propose to extend the closing date to February 28, 2025. This will allow the first phase to reach full lease up, progress on the build out of the commercial spaces, and for interest rates to lower.

RECOMMENDATION

An extension of the purchase date to February 28, 2025 under the Development Agreement between the City of Appleton and Merge, LLC for Tax Id #31-2-0272-00 **BE APPROVED**.