

## All Action Items

### City Plan Commission

Wed, Jul 23, 2025 3:30PM

#### Mayor Jake Woodford 01:03

We have couple public hearings today. First is 25-0819, special use permit number 4-25, for new automobile, RV, truck, cycle, and boat sales and display lot located at 3275 East Winslow Avenue Suite 100 as shown on the attached development plan and maps. And this one's Colin? All right, go ahead.

#### Principal Planner Colin Kafka 01:31

Thank you, Mayor. So, the applicant is proposing to use Suite 100 of 3275 East Winslow avenue for the pre delivery and inspection of pre ordered electric vehicles, as well as for customer educational demo drives, auto repair, and service. Included in the attached plan of operation, as well as the development plan, you'll see more detail on the specific location on this site, as well as the overall plans for using this site. Out here you'll see outlined in red, is approximately where the special use will be—is proposed to take place.

#### Principal Planner Colin Kafka 02:12

You may remember that June 25 the plan commission recommended approval of the comp plan, future land use map amendment 2-25 as well as rezoning 6-25, and CSM 9-25. So, this is part of a larger project here for this site, which is currently undeveloped. The future land use map amendment as well as the rezoning would bring this site to commercial C2 zoning, I should say, and this special use is permitted then in the c2 zoning district. All of those items that I mentioned, as well as this item, if recommended for approval by the plan commission would then proceed to the August 6 Common Council meeting.

#### Principal Planner Colin Kafka 02:56

For staff review we analyzed zoning as well as all the procedural findings for a special use. We noted that the proposal is consistent with several objectives in the city's comprehensive plan, and for the zoning ordinance requirements and substantial evidence required with special uses, the proposal satisfies those specific standards that are found in Section 23-66(e) 1 through 8. With that, staff is recommending approval of the special use with those conditions of approval.

#### Mayor Jake Woodford 03:34

Thank you. This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? Hearing none, I declare this public hearing closed. We'll now move to the associated action item.

#### Mayor Jake Woodford 03:54

This is item 25-0820, request to approve special use permit number 4-25, for a new automobile, RV, truck, cycle, and boat sales and display lot located at 3275 East Winslow avenue, suite 100. Is there a motion? We have a motion and a second to approve. Any discussion from the Commission? Hearing none, all those in favor please signify by saying aye. Aye. Any opposed? That motion passes. The item has been approved.

#### Mayor Jake Woodford 04:26

Back to our second public hearing or appearance. This is 25-0821, zoning ordinance text and map amendments to article 10, flood plain zoning of chapter 23 of the Municipal Code relating to Section 23 205, sub B, sub two, general provisions. And Don's going to tell us about this one. All right, go ahead.

**Principal Planner Don Harp 04:52**

Thank you, Mayor. Back in 2022 the plan commission recommended approval of a CLOMR, which was a conditional letter of map amendment that related to the Apple Field subdivision that's located at the intersection of Glenhurst and lightning drive. And that was for a fill and a culvert installation. And there were conditions attached to that, and that came through the commission for a text amendment and a map amendment conditionally approved. Since then, the project has been completed and complies with those conditions. FEMA sent a letter to the city advising us to now remove that language and then insert the permanent language that relates to that project. So, the staff is recommending approval of the app amendment in addition to the text amendment outline in our staff report.

**Mayor Jake Woodford 05:41**

Thank you. This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? Hearing none, I declare this public hearing closed. We'll move to the associated action item.

**Mayor Jake Woodford 06:00**

This is 25-0822, request to approve zoning ordinance, text and map amendments to article 10, flood plain zoning of chapter 23 the Municipal Code relating to Section 23-205, sub B, sub two, general provisions. Is there a motion?

**Mayor Jake Woodford 06:15**

Move to approve.

**Mayor Jake Woodford 06:17**

Have a motion and a second to approve. Any discussion from the Commission? Hearing none, all those in favor please signify by saying aye. Aye. Any opposed? The item has been approved.

**Mayor Jake Woodford 06:32**

Right, on to our final public hearing of the day. This is 25-0823, rezoning, number 7-25 for land generally located west of the intersection of North French road and East Apple Creek Road, including the adjacent street right of way, as shown on the attached maps, from agricultural district to R-1B single family district, R-3 multi-family district, and PI public institutional district. And, Don, this is you again, right?

**Principal Planner Don Harp 06:43**

Thank you. The rezoning boundary consists of approximately 170 acres. 130 of the acres is proposed to be rezoned from agricultural to R-1B single family district for the purposes of single-family subdivision plat. In addition to that, there's approximately 20 acres proposed to be rezoned from agricultural to PI, public institution for a future park dedication to the city that would be associated with a future plat in this area. Also, there's an R3—approximately 20 acres being rezoned to R3 for a future residential development for housing. No plans are submitted for that, so we're just putting it on the this request based on the application from the petitioner. The comprehensive land use plan aligns with the proposed rezoning request and also the standards that staff reviewed in the zoning code. We found those in the affirmative, and we're recommending approval of the rezoning request.

**Mayor Jake Woodford 06:43**

Thank you. This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? This is a public hearing. Is there anyone who wishes to speak? Hearing none, I declare this public hearing closed. And now to the associated action item.

**Mayor Jake Woodford 06:47**

This is 25-0824, request to approve rezoning number 7-25 for land generally located west of the intersection of North French road and East Apple Creek Road, including the adjacent street right of way, as shown on attached maps, from agricultural district to R-1B single family district, R3 multi-family district, and PI public institutional district. Is there a motion? We have a motion and a second to approve. Any discussion from the Commission? Hearing none, all those in favor, please signify by saying aye. Aye. Any opposed? That item has been approved.

**Mayor Jake Woodford 09:12**

On to our next action item. This is 25-0825, request to approve the Glenmore Park Preliminary plat is shown on attached maps and subject to the conditions in the attached staff memo, and, Don, it's you again.

**Principal Planner Don Harp 09:28**

Thank you. The preliminary plat for Glenmore Park was associated with the previous rezoning request that related to the R1B portion of subject property, which was 170 acres. This plat only entails approximately 60 acres. There's 141 proposed single-family lots. There are five out lots that are incorporated into the plat that may relate to stormwater detention and other features that would relate to the plat itself development. The dedication encompasses the road network. Also, the lots within the development satisfy the R-1b district for single family dwellings.

**Principal Planner Don Harp 10:13**

There are three lots that are along county E that are double frontage lots. It's lots 45, 46, and 47. Based on the subdivision code, the requirement, there's a provision in there that does not permit double frontage lots. However, in this case, there's an access restricted highway E so that's unavoidable with this situation, so staff is recommending a waiver in our conditions of approval to waive that requirement through the platting process. So therefore, staff had reviewed the standards for preliminary plat and we're recommending approval subject to our conditions in our staff report.

**Mayor Jake Woodford 10:52**

Thank you. Need a motion. A motion and a second to approve. Any discussion? Hearing none, all those in favor please signify by saying aye. Aye. Any opposed? All right, the item has been approved.

**Mayor Jake Woodford 11:13**

Onto our next action item. This is 25-0826, request to approve the mission Ridge north preliminary plat as shown on the attached maps and subject to the conditions in the attached staff memo, and, Lindsey, go ahead.

**Principal Planner Lindsey Smith 11:29**

All right. Thank you, Mayor. So, this site consists of three parcels that was annexed into the city of May—in May of 2025, and then also rezoned to the R2 two family zoning district in June. So since those have been completed, the next step in the process was to prepare a preliminary plat, and that is what's before you today. The preliminary plat is about 72 acres, consist of 126 residential lots, and about—there's five out lots, with some of those being for future residential development, storm water facilities, and other potential trails as well. The average lot is 16,000 square feet. So that's above our minimum standard for the R2 zoning district. The layout is consistent with our zoning and subdivision ordinance, and it all—is also consistent with several goals and

policies within our comprehensive plan. So, with that, staff recommends approval of the preliminary plat with the conditions listed in the staff report.

**Mayor Jake Woodford** 12:37

Thank you. Confirm motion. We have a motion and a second to approve. Any discussion from the Commission? Hearing none, all those in favor please signify by saying, aye. Aye. Any opposed? All right, that item has been approved.

**Mayor Jake Woodford** 12:59

Onto our final action item of the day. This is 25-0827, request to approve the street discontinuance to vacate a portion of North Oneida Street, public right of way and all of an unnamed historic alley right of way located north of Washington Street and south of Franklin Street, and adopt the initial resolution and exhibit map. Colin.

**Principal Planner Colin Kafka** 13:23

Thank you, Mayor. So, a little bit of background on this specific vacation. In 2024 Valley Transit received an FTA Federal Transit Administration grant to redevelop the Valley Transit site, and part of that development, or preliminary development plan, was to also use North Oneida Street in the overall development as well as there's actually a parcel that was recently acquired by the city from the ARA, Appleton Redevelopment Authority. And so, the plan here, as part of this this future Transit Center site, is to assemble the vacated North Oneida street between Franklin and Washington Street, as well as the other two parcels that I just mentioned.

**Principal Planner Colin Kafka** 14:12

The unnamed historic alley actually came up as staff was preparing this street vacation. It's not clear why, but there was not a vacation of that alley back in the past, and instead it was just developed on. So, a title search ended up revealing that. For next steps, each—the vacation would actually then be split in half in in the vertical sense. So, a portion would actually be split off towards the library, a portion to the ARA, or former ARA parcel, and then a portion to the Valley Transit parcel. Something similar than with the alley a portion to the Valley Transit parcel, and then a portion to the ramp parcel. This is all city owned property. So, the next step from here would be to combine all of this into one site through the certified survey map process. So that would be an item that, if this is approved, would likely come before the plan commission at a future date.

**Mayor Jake Woodford** 15:12

Thank you. Looking for a motion. Motion and a second to approve, and we'll open the floor for discussion. I'll just add what's before us today is this specific action, but I do want to point out there's been extensive discussion among city departments about the implications of a vacation of this section of North Oneida Street, and based on traffic analysis in the neighborhood, there are not significant concerns about impacts within the neighborhood, and especially given the fact that North Oneida street effectively terminates just south of this site. But I just want to point that out for the Commission's information. Yep. Three?

**Sabrina Robins (Commissioner)** 16:08

Just had a question. It was reported that it's historic, but what makes it historic?

**Mayor Jake Woodford** 16:14

Just that it's historic in the sense that it's an artifact. There's nothing—yeah, no, I—as far as, as far as we know, nothing particularly significant ever happened on that site. It just, we call it historic in in the sense that it's old and it exists, and we didn't know it did when we ran the title search.

**Sabrina Robins (Commissioner)** 16:35

You know, I'm a historian, so I'm like—

**Mayor Jake Woodford** 16:37

Yes.

**Sabrina Robins (Commissioner)** 16:37

—why is that historic?

**Mayor Jake Woodford** 16:38

Oh, no, yeah.

**Sabrina Robins (Commissioner)** 16:39

So, we don't need a marker or anything, because nothing—

**Mayor Jake Woodford** 16:42

So far, we've not come across anything to suggest that anything significant happened here. We couldn't speak to, yeah, any, any kind of Kismet that happened on the site, but, no. Historic in this sense, just means that it existed, we didn't know about it, we found it in the title search.

**Sabrina Robins (Commissioner)** 17:02

All right, thank you.

**Mayor Jake Woodford** 17:05

We do find some relics when we run, when we run title searches once in a while. Other discussion from the Commission? All right, hearing none we have a motion and a second to approve. Any further discussion? All right, hearing none, all those in favor please signify by saying aye. Aye. Any opposed? All right, that item has been approved.

**Mayor Jake Woodford** 17:29

This concludes our action items.