

## MEETING NOTICE COMMUNITY FACILITIES COMMITTEE

COMMITTEE MEMBERS: Ernie Bellin (Chair), Brenda Schneider (Vice-Chair),  
Chuck Hornung, James Lowey, David Albrecht

**DATE:** Wednesday September 11, 2019

**TIME:** 10:00 a.m.

**PLACE:** East Central Wisconsin Regional Planning Commission,  
400 Ahnaip Street, Suite 100, Menasha, WI 54952

*Please contact the East Central office if you are unable to attend and arrange for an alternate to be present.*

### AGENDA

- 1) Welcome & Introduction
- 2) Statement of Compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 Open Meetings
- 3) Pledge of Allegiance
- 4) Approval of Agenda / Motion to Deviate
- 5) Approval of June 12, 2019 Summary of Proceedings (**Attachment #1**)
- 6) Public/Guest Comment
- 7) Announcements & Events
- 8) Action Items
  - a) City of Appleton SSA Swap Amendment Request (**Attachment #2**)

- OVER -

- 9) Program/Project Updates and Discussion
  - a) Update on Town of Clayton & WDNR Settlement Agreement Matters / Correspondence
  - b) Update on Fox Cities SSA Plan Update / Project Schedule
- 10) Review of Draft 2020 Work Program – 1200 Element (to be distributed at meeting).
- 11) **Special Order of Business: ECWRPC 2020-2023 Strategic Planning Session**  
*Materials will be provided at the meeting and our facilitator, Dave Tebo, will spend about 1 hour with the group to run through some dedicated exercises which build off the 8/28/19 Steering Committee Strategic Planning Workshop outcomes.*
- 12) Roundtable Discussion/Sharing on County/Local Issues & Activities
- 13) Next Meeting: January 8, 2020
- 14) Adjourn

*Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.*

SUMMARY OF PROCEEDINGS

**COMMUNITY FACILITIES COMMITTEE**

East Central Wisconsin Regional Planning Commission  
June 12, 2019 – 10:00 P.M.

Committee Members Present:

Ernie Bellin .....	Winnebago County
Brenda Schneider .....	Fond du Lac County
Chuck Hornung .....	Fond du Lac County
James Lowey .....	Menominee County

Committee Members Unexcused:

David Albrecht .....	Winnebago County
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Staff Present:

Kathy Thunes .....	ECWRPC Staff
Todd Verboomen .....	ECWRPC Staff
Tanner Russell .....	ECWRPC Staff

Others Present:

1) Welcome & Introductions

Mr. Bellin called the meeting to order at 10:02 a.m. Everyone was welcomed and introductions were made.

2) Statement of Compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 Open Meetings

Ms. Thunes stated that the agenda was posted in compliance with the open meeting law.

3) Pledge of Allegiance

The Pledge of Allegiance was recited.

4) Approval of Agenda / Motion to Deviate

Ms. Schneider made a motion to approve the Agenda. The motion was seconded by Mr. Lowey. Motion Carried.

5) Action Items: Nomination & Election of Committee Chairperson and Vice-Chairperson.

Mr. Horning nominated Mr. Belling as Committee Chair. Nomination was seconded by Mr. Lowey. Motion carried.

Mr. Hornug nominated Ms. Schneider as Committee Vice-Chair. Nomination was second by Mr. Lowey. Motion carried.

6) Approval of March 13, 2019 Summary of Proceedings.

Motion made by Mr. horning. Motions was seconded by Ms. Schneider. Motion carried, Mr. Lowey abstained.

7) Approval of the April 26, 2019 Summary of Proceedings.

Motion made by Ms. Schneider. Motion seconded by Mr. Hornung. Motion carried, Mr. Lowey abstained.

8) Public/Guest Comment

None

9) Announcements

Ms. Thunes provided an update on the 2020 Technical Assistants Program requests.

10) Action Items:

a) Approval of the 2019-2020 Community Facilities Committee

The Committee agreed to hold the CFC meetings the second Wednesday of the Month prior to the Full Commission meeting.

11) Program/Project Updates and Discussion

a) Updates on Potential & Pending SSA Amendments

Mr. Verboomen informed the committee has submitted an SSA Amendment request and East Central staff provided a preliminary review and submitted a letter to the City request more information.

b) Review of the 2019 Work Program & Discussion on 2020 Work Program – 1200 Program Element: Sustainable and Efficient Community Services & Facilities.

Mr. Verboomen updated the Committee on the status of the Fox Cities Sewer 2040 Service Area Plan.

12) ECWRPC Steering Committee Report

Ms. Thunes provided the Committee with a one page summary of recent activities.

13) Roundtable Discussion/Sharing on County/Local issues & Activities.

Mr. Bellin proved the Committee members Wisconsin Clean Cities handouts.

14) Next Meeting & Agenda

Next meeting is set for September 11, 2019

15) Adjourn

A motion to adjourn was made by Mr. Hornung. The motion was seconded by Mr. Lowey. Motion carried.

**MEMORANDUM**

**DATE:** September 11, 2019

**TO:** Community Facilities Committee Members

**FROM:** Todd Verboomen – Associate Environmental Planner

**RE: Appleton SSA Amendment Request, Track No. 161**

The City of Appleton has submitted an application to amend the 2030 Appleton Sewer Service Area (SSA). This amendment request proposes to amend the SSA boundary to accommodate development plans within the City as part of the Purdy Farm Development. This proposed amendment is being brought under Policy I, A (Swap). The use of the amendment policy provides communities the flexibility to proceed with infrastructure projects in a timely fashion. This procedure allows the City of Appleton to install planned sewer infrastructure while working with East Central on the 2040 Appleton Sewer Service Area plan update.

The proposed SSA amendment request is due to development interests that are on a faster pace than East Central’s timeline for the Appleton SSA Plan Update in 2019. The proposed SSA boundary amendment would encompass a total of 54.5 acres to service phase 2 of the North Edgewood Estates Development and in addition install a sanitary line along a new road connecting the development to Broadway Drive to accommodate City Fire Department requests. The Swap amendment request removes a total of 54.3 acres from within the existing 2030 SSA boundary.

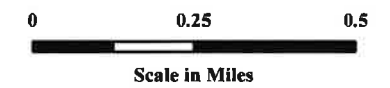
<b>Swap Addition</b>	
<b>Land Use</b>	<b>Acres</b>
Agriculture	53.3
Industrial (quarry)	0.2
Water Features	.09
<b>Total</b>	<b>54.5</b>
ESA - Village's 10 Foot Wetland Buffer	0.3
<b>Total</b>	<b>54.5</b>
<b>Swap Removal</b>	
<b>Land Use</b>	<b>Acres</b>
Agriculture	49.5
Single Family Residential	0.7
Vacant/Undeveloped	4.1
<b>Total</b>	<b>54.3</b>

Staff has met with City engineer staff to discuss future development plans and discussed a boundary agreement with the Village of Little Chute. The City and Village have met to discuss the boundary agreement and both communities in agreement that their existing boundary agreement will have minor edits to areas north of the proposed SSA addition area. Longer-term Planning Area boundary changes will be updated through the Appleton and Heart of the Valley SSA Updates.

Based on the review of this amendment submittal staff would recommend approval of this Sewer Service Area Swap Amendment request. The information supplied by the applicant has been thorough and complete with regard to amendment criteria.

# Appleton Sewer Service Area Amendment Tract - 161

-  Amendment Addition
-  Amendment Removal
-  Appleton Service Area
-  Parcel Boundaries
-  75 Foot Stream Buffer
-  Wetlands



Source:  
 ECWRPC & 2018 Ortho Imagery  
 Sewer service data provided by ECWRPC  
 Environmental Data provided by WDNR  
 Base data provided by Outagamie County, 2018

This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

PREPARED AUGUST 2019 BY:  
 ECWRPC