



# CITY OF APPLETON

## MEMORANDUM

**Date:** May 13, 2026  
**To:** City Plan Commission  
**From:** Colin Kafka, Principal Planner  
**Subject:** Rezoning #2-26 – 816 E. South St – P-I Public Institutional District to R-2 Two-Family District

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## GENERAL INFORMATION

**Owner/Applicant:** Lawrence University/Joseph King (owner) and Carow Land Surveying/Chris Perreault (applicant)

**Address/Parcel Number:** 816 E. South Street (Tax ID #31-1-0550-00)

**Applicant's Request:** Applicant, with owner approval, proposes to rezone a portion of the subject parcel from P-I Public Institutional District to R-2 Two-Family District. The request is being made to facilitate the combination of the existing parcel with parcel 31-1-0549-00 - zoned R-2 Two-Family District - and parcel 31-1-0546-00 - zoned P-I Public Institutional District - as proposed in CSM #5-26 (Exhibit A).

**Plan Commission Public Hearing Meeting Date:** May 13, 2026

**Common Council Meeting Date:** May 20, 2026

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## BACKGROUND

2001	Demolition Permit No. 499 for single-family building
2005	Rezoning #54-05 to rezone parcel from R-2 Two-Family District to P-I Public Institutional District
2026	CSM #5-26 to combine/split the subject parcel with parcels 31-1-0459-00 and 31-1-0546-00 approved with conditions.

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## STAFF ANALYSIS

**Existing Site Conditions:** The subject parcel has an area of approximately 3,920 square feet. The majority of the parcel is vacant, however, a parking lot associated with the multi-family use to the north (parcel 31-1-0546-00) is located on the subject parcel.

**Non-conforming Lot of Record:** The subject parcel does not conform with the minimum lot size or minimum lot width requirements in the R-2 Two-Family District and, therefore, the parcel will be a legal nonconforming lot of record. Proposed residential uses of the legal nonconforming lot of

record may be permitted pursuant to the applicable current requirements and subsequent amendments to Chapter 23 Zoning. Following the combination of the subject parcel with adjacent parcels, the future parcels would conform with Chapter 23 Zoning upon recording of approved CSM #5-26.

**Surrounding Zoning and Land Uses:** The surrounding zoning and uses (north, south, east, and west) are generally institutional and residential in nature.

North: P-I Public Institutional District. The adjacent land use to the north is multi-family (LU off-campus multi-family housing).

South: P-I Public Institutional District. The adjacent land use to the south is a dormitory (LU Trever Hall).

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

West: R-2 Two-Family District. The adjacent land use to the west is vacant.

**Plan Appleton:** Community Development staff have reviewed this proposal and determined it is compatible with the goals and objectives found in the City's Comprehensive Plan, *Plan Appleton*. The proposed R-2 Two-Family District is also consistent with the Urban Neighborhood designation identified on the Future Land Use Map. Listed below are related excerpts from *Plan Appleton*.

#### *Goal L | Land Use*

##### *Future Land Use Place Types - Urban Neighborhood:*

*Intent: Support existing neighborhoods by encouraging compatible infill and incorporating more housing types.*

*Land Uses: Primary: single-unit, two-unit, and medium density multifamily housing. Higher density multi-family housing abutting collector streets, arterial streets, and parks.*

*Character: Mixture of housing types*

**Proposed Zoning Classification:** The R-2 district is intended to provide for and maintain residential areas characterized by single-family detached and two- (2-) family dwelling units. Increased densities and the introduction of two- (2-) family housing types are intended to provide for greater housing options for owners and renters while maintaining the basic qualities of a moderately dense residential neighborhood.

**Future Actions:** If the rezoning request is approved, any future development would be reviewed against the R-2 District zoning regulations and other applicable sections of the Zoning Ordinance, including but not limited to; Section 23-42. Nonconforming buildings, structures, uses, and lots; Section 23-43 Accessory Uses, Buildings, and Structures; and Section 23-51 Zoning with Design Requirements. The construction of any new building(s) would require building permits from the Inspections Division.

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

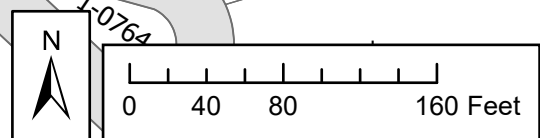
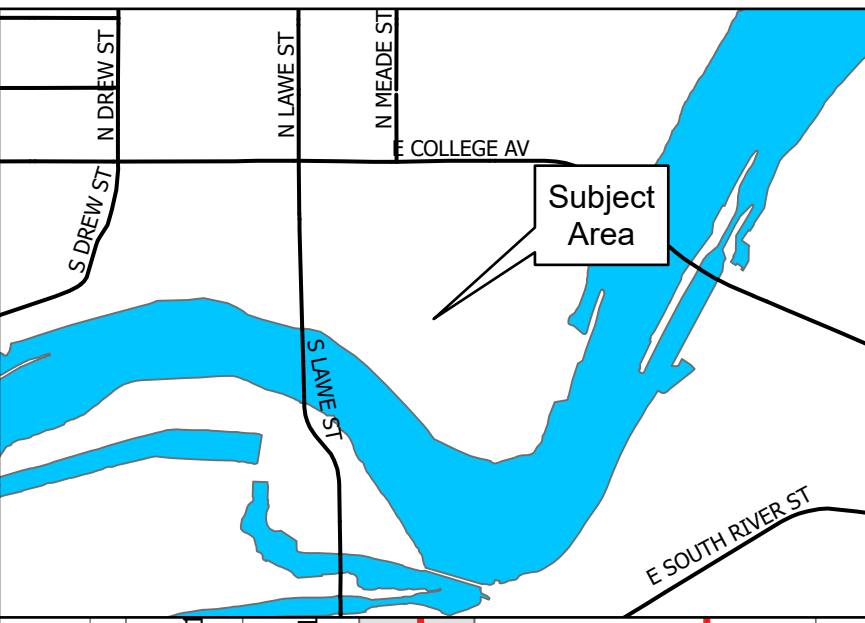
- (1) Prior to making a recommendation on a proposed zoning amendment, the Plan Commission shall make a finding to determine if the following conditions exist. No zoning amendment shall be approved prior to finding at least one (1) of the following:
- a. The request for a zoning amendment is consistent with the Comprehensive Plan for the City of Appleton. *The rezoning request is in conformance with Plan Appleton goals and objectives stated above and the Future Land Use Map, which identifies this area with a future urban neighborhood designation.*
  - b. Factors have changed such as availability to new data, growth patterns and rates, the presence of new road or other infrastructure, additional development, annexation, or other zoning changes, making the subject property more appropriate for a different district.
  - c. There is an error in the zoning ordinance text or zoning map as enacted.

**Development Review Team (DRT) Report:** This item appeared on the April 21, 2026 DRT agenda. No negative comments were received from participation departments.

### **RECOMMENDATION**

Based upon the above analysis and the standards for zoning map amendments as required by Section 23-65(e)(1)a. of the Zoning Ordinance, staff recommends Rezoning #2-26 to rezone a portion of the subject parcel from P-I Public Institutional District to R-2 Two-Family District, including to the centerline of the adjacent right-of-way as shown on the attached map, **BE APPROVED**

Rezoning Public Institutional District  
to R-2 Two-Family District  
Zoning Map



Rezoning Public Institutional District  
to R-2 Two-Family District  
Aerial Map

1-0547

1-0546

1-0545

1-0544

1-0549

1-0550

1-0551

1-0552

Subject Area

812

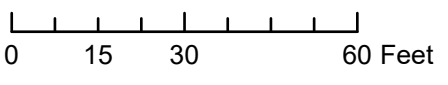
816

820

826

E SOUTH ST

BROKAW PL



DESCRIPTION OF LANDS TO BE REZONED TO R-2 TWO-FAMILY DISTRICT:

BEING PART OF LOTS 11 AND 12, ALL IN BLOCK 15, LAWSBURG PLAT PER CITY OF APPLETON ASSESSOR'S PLAT, LOCATED IN THE GOVERNMENT LOT 5 OF SECTION 25, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST  $\frac{1}{4}$  CORNER OF SAID SECTION 25; THENCE S00°55'45"E, 2246.19 FEET ALONG THE WEST LINE OF THE GOVERNMENT LOTS 4 AND 5 OF SECTION 25 TO THE EASTERLY EXTENSION OF THE SOUTH LINE OF E. JOHN STREET; THENCE N89°58'11"E, 331.11 FEET ALONG SAID EXTENSION AND THE SOUTH LINE OF E. JOHN STREET TO THE EAST LINE OF LOT 6, BLOCK 15 OF SAID LAWSBURG PLAT; THENCE S00°28'44"E, 120.67 FEET ALONG SAID EAST LINE TO THE NORTH LINE OF SAID LOT 12; THENCE N89°57'30"E, 2.50 FEET ALONG SAID NORTH LINE TO AN EAST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 1409163; THENCE S00°28'44"E, 20.67 FEET ALONG SAID EAST LINE TO THE POINT OF BEGINNING; THENCE CONTINUING S00°28'44"E, 100.00 FEET ALONG SAID EAST LINE TO THE NORTH LINE E. SOUTH STREET; THENCE S89°56'49"W, 32.69 FEET ALONG SAID NORTH LINE TO THE WEST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 1409163; THENCE N00°30'19"W, 100.00 FEET ALONG SAID WEST LINE; THENCE S89°56'49"W, 32.69 FEET TO THE POINT OF BEGINNING, INCLUDING TO THE CENTERLINE OF THE ADJACENT STREET RIGHT-OF-WAY. SAID DESCRIBED PARCEL CONTAINS 3,271 SQUARE FEET (0.0751 ACRES) OF LAND MORE OR LESS. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

# EXHIBIT A: CSM#5-26

## CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING ALL OF LOTS 6, 7, 8, AND 11 AND PART OF LOTS 10 AND 12 ALL IN BLOCK 15 OF LAWSBURG PLAT PER THE ASSESSOR'S MAP OF THE CITY OF APPLETON, LOCATED IN GOVERNMENT LOT 5 OF SECTION 25, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

**OWNER(S) OF RECORD:**

LAWRENCE UNIVERSITY  
OF WISCONSIN

**PARCEL NO.(S):**

311054600 311054700  
311054900 311055000

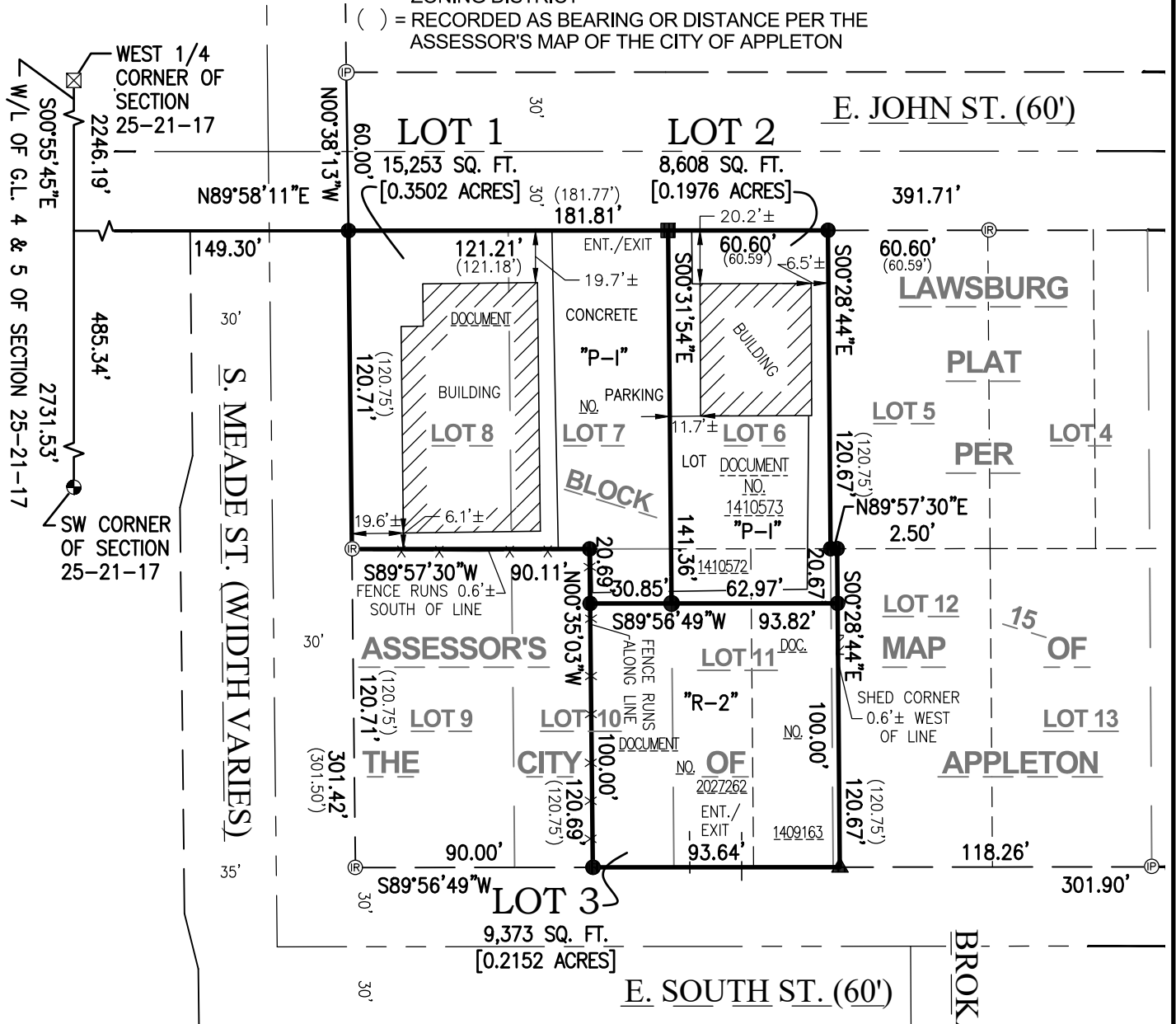
**DOCUMENT NO.(S):**

1409163 1410572  
1410573 2027262

**LEGEND:**

- = 1 1/4" X 24" O.D. ROUND IRON PIPE SET, WEIGHING 1.68 LBS. PER LIN. FT.
- = CUT CROSS IN CONCRETE SET
- ▲ = CUT CROW'S FOOT IN CONCRETE SET
- ⊙ = BERNTSEN MONUMENT FOUND
- ⊠ = STONE "X" FOUND
- ⊕ = 3/4" SOLID ROUND IRON REBAR FOUND
- ⊖ = 1 1/4" O.D. ROUND IRON PIPE FOUND
- x- = EXISTING FENCE
- "R-2" = ZONING DISTRICT
- ( ) = RECORDED AS BEARING OR DISTANCE PER THE ASSESSOR'S MAP OF THE CITY OF APPLETON

GRAPHIC SCALE: 1" = 60'



**NOTES:**

- THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP OF THE LOTS HEREON. SALE OR TRANSFER OF THE LOTS REQUIRES A DEED.
- FIELD SURVEY DATE: 3/31/2026
- PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY, ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED WITH THE CITY OF APPLETON.

BROKAW PL. (60.38')



NORTH IS REFERENCED TO THE WEST LINE OF GOVERNMENT LOTS 4 & 5 OF SECTION 25, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, WHICH BEARS S00°55'45"E PER THE WISCONSIN COUNTY COORDINATE SYSTEM (OUTAGAMIE COUNTY)

CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING & ENVIRONMENTAL  
615 N. LYNNDAL DR., APPLETON, WI 54914  
N5841 STATE HIGHWAY 47-55, SHAWANO, WI 54166  
PHONE: (920)731-4168

A2603.46 DATED:4/8/2026 DRAFTED BY:arn/cwm/fnz-NJO  
REVISED: 4/28/2026 - NJO

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

BEING ALL OF LOTS 6, 7, 8 AND 11 AND PART OF LOTS 10 AND 12, ALL IN BLOCK 15 OF LAWSBURG PLAT PER THE CITY OF APPLETON ASSESSOR’S PLAT, LOCATED IN GOVERNMENT LOT 5 OF SECTION 25, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

**SURVEYOR’S CERTIFICATE:**

I, CHRISTOPHER E. PERREAULT, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOTS 6, 7, 8 AND 11 AND PART OF LOTS 10 AND 12, ALL IN BLOCK 15 OF LAWSBURG PLAT PER THE CITY OF APPLETON ASSESSOR’S PLAT, LOCATED IN GOVERNMENT LOT 5 OF SECTION 25, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST ¼ CORNER OF SAID SECTION 25; THENCE S00°55’45”E, 2246.19 FEET ALONG THE WEST LINE OF THE GOVERNMENT LOTS 4 AND 5 OF SECTION 25 TO THE EASTERLY EXTENSION OF THE SOUTH LINE OF E. JOHN STREET; THENCE N89°58’11”E, 149.30 FEET ALONG SAID EXTENSION TO THE EAST LINE OF S. MEADE STREET AND THE POINT OF BEGINNING; THENCE CONTINUING N89°58’11”E, 181.81 FEET ALONG THE SOUTH LINE OF E. JOHN STREET TO THE EAST LINE OF SAID LOT 6; THENCE S00°28’44”E, 120.67 FEET ALONG SAID EAST LINE TO THE NORTH LINE OF SAID LOT 12; THENCE N89°57’30”E, 2.50 FEET ALONG SAID NORTH LINE TO AN EAST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 1409163; THENCE S00°28’44”E, 120.67 FEET ALONG SAID EAST LINE TO THE NORTH LINE E. SOUTH STREET; THENCE S89°56’49”W, 93.64 FEET ALONG SAID NORTH LINE TO A WEST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 2027262; THENCE N00°35’03”W, 120.69 FEET ALONG SAID WEST LINE TO THE SOUTH LINE OF SAID LOT 7; THENCE S89°57’30”W, 90.11 FEET ALONG SAID SOUTH LINE TO THE EAST LINE OF S. MEADE STREET; THENCE N00°38’13”W, 120.71 FEET ALONG SAID EAST LINE TO THE POINT OF BEGINNING. SAID DESCRIBE PARCEL CONTAINS 33,234 SQUARE FEET (0.7630 ACRES) OF LAND MORE OR LESS. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF LAWRENCE UNIVERSITY, ATTENTION JOSEPH KING, APPLETON, WISCONSIN 54911.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCES OF THE CITY OF APPLETON.

CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING & ENVIRONMENTAL  
615 N. LYNNDAL DR., APPLETON, WI 54914  
N5841 S.T.H. “47-55”, SHAWANO, WI 54166  
PHONE: (920)731-4168  
A2603.46 (RFR) 4-10-2026 REVISED: 4-28-2026

**NOTES:**

- (1) THIS CSM IS ALL OF TAX PARCEL NO.: 311054600, 311054700, 311054900 & 311055000.
- (2) THE PROPERTY OWNERS OF RECORD IS: LAWRENCE UNIVERSITY OF WISCONSIN.
- (3) THIS CERTIFIED SURVEY MAP IS WHOLLY CONTAINED WITHIN THE FOLLOWING RECORDED INSTRUMENTS: DOCUMENT NO. 1409163, 1410572, 1410573 & 2027262.

**TREASURER’S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
CITY FINANCE DIRECTOR                      DATED                      COUNTY TREASURER                      DATED

