



CITY OF APPLETON

MEMORANDUM

Date: November 12, 2025
To: Plan Commission
From: Don Harp, Principal Planner
Subject: Preliminary Plat – Glenmore Reserve

GENERAL INFORMATION

Owners: Douglas Purdy, c/o Apple Hill Farms, LLC and Bret Salscheider, c/o YMCA of the Fox Cities, Inc.

Applicant: Jason Mroz, c/o Apple Tree, LLC

Parcel Numbers: 31-1-9202-00 and 31-1-9210-01

Petitioner's Request: The applicant is proposing to subdivide the property into 126 residential lots and 3 outlots.

Plan Commission Meeting Date: November 12, 2025

Common Council Meeting Date: November 19, 2025

BACKGROUND

December 24, 2002 – The subject area was annexed to the City.

October 6, 2006 – The Plan Commission approved Rezoning #12-06 to rezone parcel 31-1-9210-01 from R-1B Single-family District to NC Nature Conservancy District.

July 23, 2025 – The Plan Commission approved Rezoning #7-25 to rezone parcel 31-1-9202-00 from AG Agricultural to R-1B Single-family District.

August 6, 2025 – The Common Council approved Rezoning #7-25 to rezone parcel 31-1-9202-00 from AG Agricultural to R-1B Single-family District.

STAFF ANALYSIS

Purpose: The purpose of a preliminary plat is to allow a preliminary review of a proposed subdivision layout before a final plat is submitted for review and approval by the City. The preliminary plat allows the City to provide early feedback to the owner/developer on the proposed layout of the subdivision and check for consistency with zoning regulations, Comprehensive Plan, Comprehensive Outdoor Recreation Plan, Trails Master Plan, Street Design Guide, policies, stormwater management and infrastructure requirements. The preliminary plat is not intended to be the final recordable map as changes may be needed based upon staff review comments.

Proposed Conditions: The Preliminary Plat for Glenmore Reserve consists of approximately 69.2649 acres and includes 126 proposed residential lots. It also features three outlots for stormwater detention, trail and public road dedication.

Proposed Preliminary Plat Initial Phasing Plan:

Phase 1: Lots 1 thru 56 plus Outlots 1 and 2.

Phase 2: Lots 57 thru 126 plus Outlot 3.

Zoning Ordinance Review Criteria: R-1B Single-family District and Shoreland Zoning lot development standards (Section 23-93 and Section 23-570, Chapter 23 Zoning Code) are as follows:

- Minimum lot area: 6,000 square feet.
 - *The proposed average lot size within this development is 19,163 square feet. All residential lots satisfy the minimum lot area requirement.*
- Minimum lot width: 50 feet.
 - *All residential lots satisfy the minimum lot width requirement.*
- Minimum front, side and rear yard setbacks: Twenty (20) foot front yard, Six (6) foot side yard, twenty-five (25) foot rear yard and at least fifty (50) feet minimum from the ordinary high-water mark of a navigable stream.
 - *Required front yard setback has been shown on the Preliminary Plat. Required setbacks will be reviewed through the building permit review process.*
- Maximum building height: Thirty-five (35) feet.
 - *This will be reviewed through the building permit review process.*
- Maximum lot coverage. Fifty percent (50%).
 - *This will be reviewed through the building permit review process.*

Compliance with the Appleton Subdivision Regulations: This subdivision complies with the Appleton Subdivision Regulations.

Proposed lots that are 60 feet wide or greater and exceed a 2:1 depth-to-width ratio are, in practice, comparable in both overall size and depth to lots that are less than 60 feet wide and comply with the 2:1 ratio requirement. Therefore, such lots satisfy the intent of Section 17-26(g) of the Municipal Code, which is to ensure that lot configurations promote uniformity, orderly layout, and adequate accessibility. The intent of the regulation is satisfied, even if the technical lot width to depth ratio is exceeded.

Outlot 1, Section 17-29(g)(1)c. of the Municipal Code, outlots dedicated for a public trail are exempt from the dimensional standards of the R-1B Zoning District.

Outlot 3 will be conveyed and dedicated for public roadway purposes, this outlot is exempt from the dimensional standards of the NC Zoning District.

Street Names and Prefixes: All proposed street names shall satisfy Section 16-36 of the Municipal Code, the City Street Name Policy and County 911 Service regulations. The final review of street names will occur at the Final Plat review stage.

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

North: City of Appleton. AG Agricultural District. The adjacent land use to the north is undeveloped land.

South: City of Appleton. R-1B Single-family District. The adjacent land use to the south is Glenmore Park Plat.
Town of Freedom. The adjacent land uses to the south are residential.

East: City of Appleton. P-I Public Institutional and R-3 Multifamily District. The adjacent land use to the east is undeveloped land.

West: City of Appleton. NC Nature Conservancy District. The adjacent land use to the west is YMCA of the Fox Cities "Bruce B. Purdy Nature Preserve".

Appleton Comprehensive Plan 2010-2030: The City of Appleton 2010-2030 Comprehensive Plan Map identifies the subject area as future one/two family residential, multifamily residential, public park and open space and ponds/water. The proposed preliminary plat appears to be consistent with the following goals and objectives of the *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.

Policy 5.3.3 Plan for a supply of developable land suitable for residential development.

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

OBJECTIVE 10.1 Land Use:

Provide an adequate supply of suitable land meeting the demand for development of various land uses.

Dedication of Public Parks and/or Trails or Payment Fee in Lieu Thereof: The City of Appleton Official Map, Appleton Trails Master Plan, Comprehensive Outdoor Recreation Plan and the City of Appleton 2010-2030 Comprehensive Plan Future Land Use Map recommend the need for public parkland within the boundary lines of parcel #31-1-9202-00.

The preliminary plat identifies Outlot 2 for use as a trail. In addition, City staff and the applicant have previously discussed the dedication of parkland in this area of the City. Staff from the Parks and Recreation Department are requesting that the previously discussed 20.48 acres of parkland, located east of the plat boundary line, be shown and formally dedicated to the City on the Final Plat for Glenmore Reserve.

Development Review Team (DRT) Report: This item appeared on the October 21, 2025 Development Review Team agenda.

Comments pertaining to stormwater management, drainage, erosion control, utilities, street design, parkland dedication, plat layout and other technical requirements have been received from participating departments and captured in the stipulations found below. Staff comments have been submitted to the applicant by a separate email by staff.

FUTURE ACTIONS

An approved Preliminary Plat shall be deemed an expression of approval or conditional approval of the plat layout and used as a guide in the preparation of the Final Plat which will be subject to further consideration by the Plan Commission and Common Council.

The Final Plat materials shall be submitted within 36 months of last required approving authority of the Preliminary Plat, pursuant to Section 17-6(d) of the Municipal Code.

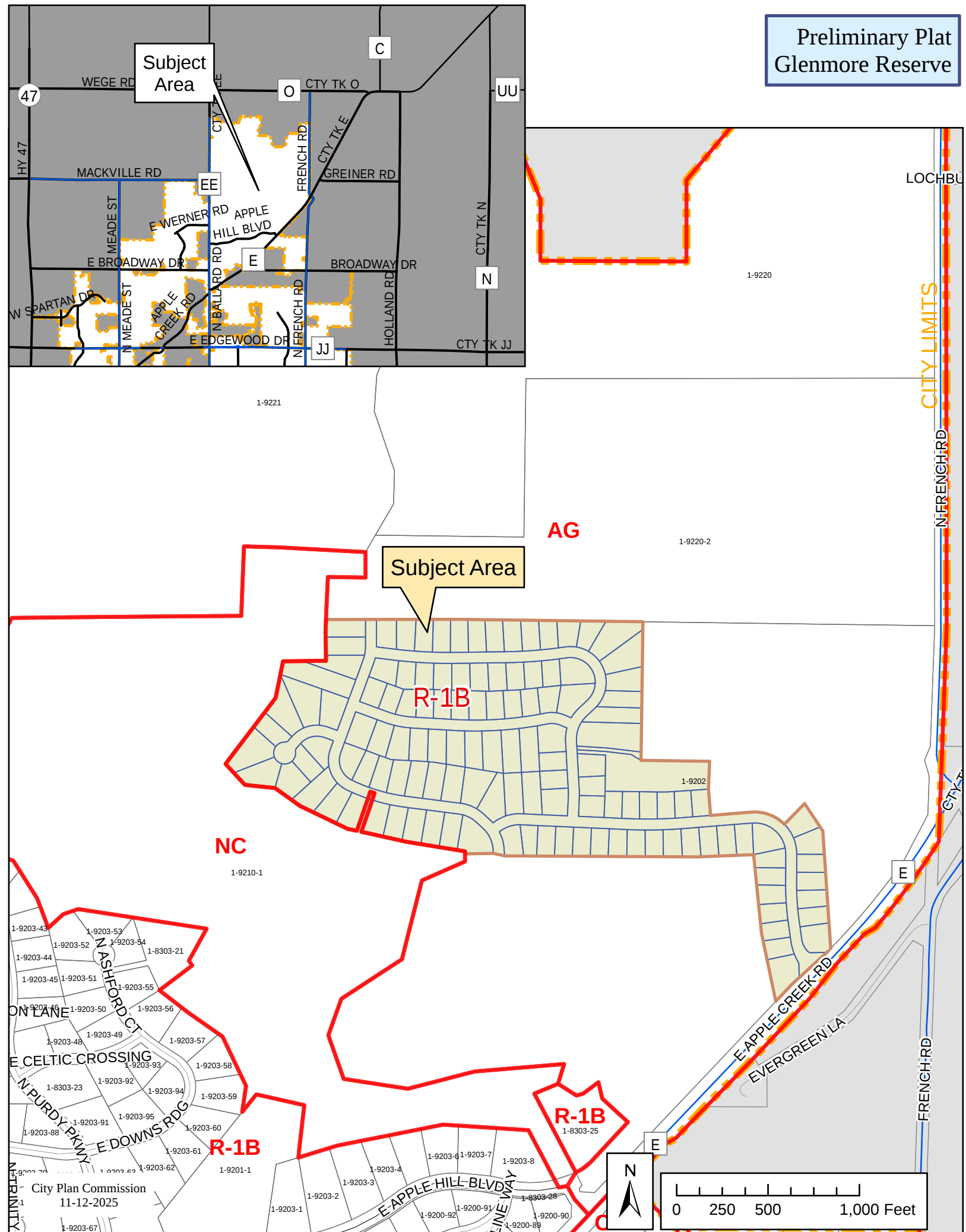
RECOMMENDATION

The Preliminary Plat for Glenmore Reserve, **BE APPROVED** subject to the following conditions and as shown on the attached maps:

1. Identify Outlot 1 being dedicated to the public for public trail purpose, add a note on the final plat "Dedicated to the public for public trail".
2. Add a note on the final plat identifying the ownership, maintenance responsibility, and intended use of Outlot 1, 2 and 3.
3. The Preliminary Plat comments and conditions, including but not limited to, preliminary plat data, engineering feasibility plan – sanitary sewer, water, storm sewer, traffic, streets and intersections, stormwater & environmental – navigable waterways and shoreland zoning, wetlands, and city stormwater permit/SWMP/H&H Modeling, provided by the Department of Public Works, Engineering Division, Parks and Recreation Department, Community Development Department and the Appleton Fire Department dated November 6, 2025 shall be addressed by owner/applicant to the satisfaction of the respective City staff prior to City staff accepting and filing the final plat with the City Clerk's Office.
4. The Erosion & Sediment Control Plan shall be approved for each phase of the development by the Erosion Control Inspector prior to construction.
5. A Development Agreement is required between the City and owner/developer that identifies the duties and responsibilities with respect to the development of the subject land. The applicant and owner, Community Development Director, Public Works Director, City Engineer, City Attorney, and other applicable staff shall discuss the preparation and process of this agreement. City signatures will not be affixed to the Final Plat until the Development Agreement is executed by the owner/developer. All improvements for the Glenmore Park Plat shall be completed under the terms and conditions of said development agreement.

6. City signatures shall not be affixed to the Final Plat until objecting authorities, including but not limited to, the Department of Administration and Outagamie County review and notify the City that they do not object to the Final Plat.
7. All approvals and permits for development must be obtained from all appropriate regulatory agencies prior to construction.
8. The owner/applicant shall submit to the City the Final Plat within 36 months after the last required approval of the Preliminary Plat. If the Final Plat is not submitted within said 36 months, the City (and any other approving authority) may refuse to approve the Final Plat and shall recommence the procedure for Preliminary Plat approval or may extend the time for submission of the Final Plat.

Preliminary Plat
Glenmore Reserve

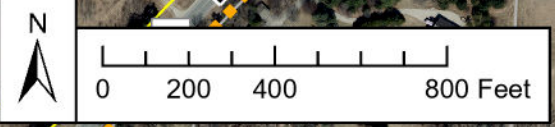


Glenmore Reserve Preliminary Plat
Aerial Map

Subject Area

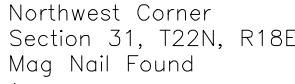
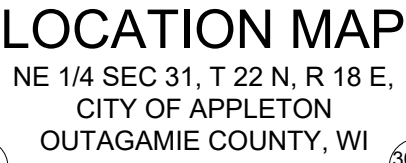
E DOWNS RD

E APPLE CREEK RD
EVERGREEN LA



Preliminary Plat of

Part of Lot 1 of Certified Survey Map 8575, being Part of the Northwest 1/4, the Northeast 1/4, the Southwest 1/4 and the Southeast 1/4 of the Northeast 1/4; Part of the Southeast 1/4 of the Northwest 1/4; and Part of the Northwest 1/4 of the Southeast 1/4; All in Section 31, Township 22 North, Range 18 East, City of Appleton, Outagamie County, Wisconsin.



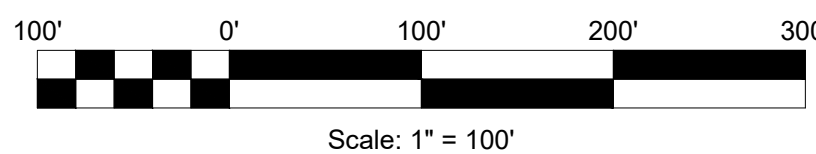
LINE TABLE		
Line	Bearing	Length
L1	S 43°25'55" W	18.39'
L2	S 43°25'30" W	134.81'
L3	N 77°23'23" W	64.03'
L4	N 00°01'48" W	13.81'
L5	N 18°56'48" E	184.21'
L7	S 18°56'48" W	186.70'
L8	N 77°30'34" W	51.02'
L9	N 11°24'52" E	130.43'
L10	N 02°19'20" E	68.40'

CURVE TABLE							
Curve	Radius	Chord Direction	Chord Length	Arc Length	Central Angle	Tangent Bearing-in	Tangent Bearing-out
C1	230.00'	S 69°51'10" E	192.70'	198.84'	49°31'59"	N 85°22'50" E	S 45°05'10" E
C2	1030.00'	S 71°49'51" E	25.00'	25.00'	1°23'27"	S 71°08'07" E	S 72°31'34" E

SURVEYOR'S CERTIFICATE

I, Scott R. Andersen, hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the **City of Appleton**.

Scott R. Andersen, P.L.S. No. S-3169 Date



Bearings are referenced to the West line of the Northeast 1/4, Section 31, T22N, R18E, assumed to bear S02°07'58"W, base on the Outagamie County Coordinate System.

SUPPLEMENTARY DATA

Total Area = 3,017,177 SF 69,2649 acres
R/W Area = 489,905 SF 11,2467 acres
Net Area = 2,527,272 SF 58,0182 acres
Number of Lots = 126 and 3 Outlots
Average lot size = 19,163 SF
Typical lot dimension = 97'x 150'
Lineal feet of street = 8,179 LF
Existing zoning = AG
Proposed zoning = R-1B
Approving Authorities
City of Appleton
Objecting Authorities
Department of Administration

NOTES

- Utility and Drainage Easements will be shown on Final Plat
- Outlot 1 - Stormwater Pond
- Outlot 2 - Trail
- Outlot 3 - To Be Dedicated to the Public for Road Way Purpose

Survey Control				
2025-05-08				
Davel Engineering and Environmental				
Horizontal Control (per Outagamie Coordinate System - Vertical (NAD 83))				
Point Number	Northing	Easting	Elevation	Description
500	592065.59	841582.96	757.15'	CPT MAG
501	591093.73	841619.88	758.13'	CPT MAG
502	590288.34	841128.50	761.85'	CPT MAG
503	589415.18	840305.73	774.83'	CPT MAG
504	588927.13	839603.21	785.76'	CPT "X" CUT IN CON
505	589657.74	839865.40	773.46'	CPT HUB
506	590673.04	839709.23	767.13'	CPT HUB
507	590707.35	840833.03	756.02'	CPT HUB
508	591872.21	839874.85	765.02'	CPT HUB
509	591389.75	837795.15	817.48'	CPT HUB
510	590842.23	838380.96	809.26'	CPT HUB
511	591351.52	838963.58	777.82'	CPT HUB

BENCHMARKS (Datum 88) - City Benchmarks

BM 2919	Green Fire Hydrant, Shoulder Elev	790.71
BM 3069	Green Fire Hydrant, Shoulder Elev	783.91
BM 3248	Green Fire Hydrant, Shoulder Elev	782.21
BM 3249	Green Fire Hydrant, Shoulder Elev	767.97
BM 3250	Green Fire Hydrant, Shoulder Elev	762.20

DISCLAIMER

Davel Engineering and Enviromental, Inc. provides no guarantee to the accuracy of the data provided. User of said data assumes all risks associated with said use and releases Davel Engineering and Enviromental Inc. from any and all liabilities and damages resulting from said use.

LEGEND

	Overhead Utility Lines		Sanitary MH / Tank / Base		Sign
	Utility Guy Wire		Storm Manhole		Post / Guard Post
	Sanitary Sewer (Pipe Size)		Inlet		Deciduous Tree
	Storm Sewer (Pipe Size)		Hydrant		Coniferous Tree
	Water Main (Pipe Size)		Utility Valve		Bush / Hedge
	Treeline		Utility Pole		Benchmark
	Culvert		Light Pole / Signal		Asphalt Pavement
	Index Contour - Existing		Guy Wire		Concrete Pavement
	Intermediate Contour - Existing		Gravel		3/4" Rebar Found
	Delineated Wetlands		1" Iron Pipe Found		Government Corner
	Steep Slopes (12 - 20%) - Existing				
	Severe Slopes (> 20%) - Existing				

Structure	#	Rim	Inv	Size	Material	Direction
MH	48-391	775.01	740.62	18"	PVC	NW
			740.59	18"	PVC	SE
			740.87	8"	PVC	W
			759.82	8"	PVC	W
MH	48-392	785.71	768.91	8"	PVC	W
			740.91	8"	PVC	W
			740.91	18"	PVC	SE
			740.91	18"	PVC	NE
MH	48-317	786.53	773.11	8"	PVC	W
			773.09	8"	PVC	E
MH	49-385	806.17	791.14	8"	PVC	NE
MH	49-386	803.32	791.90	8"	PVC	SW
			792.13	8"	PVC	NW
MH	49-387	808.19	793.15	8"	PVC	NW
			793.00	8"	PVC	SE

Storm Structures						
Structure	#	Rim	Inv	Size	Material	Direction
MH	BQ-4	786.66	780.99	21"	RCP	NW
			780.96	12"	PVC	SW
MH	BQ-2	786.75	780.62	42"	RCP	N
			780.70	12"	PVC	E
			780.65	21"	RCP	SE
			780.65	42"	RCP	SW
MH	BQ-5	786.29	780.60	12"	PVC	W
			780.46	12"	PVC	SE
MH	BQ-24	786.71	780.08	42"	RCP	NE
			780.11	42"	RCP	S

**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Pht: 920-991-1866
www.davel.pro

Sep 19, 2025 - 01:59 PM J:\Projects\8841app\dwg\Civil 3D\8841Plot.dwg Printed by: scott

PRELIMINARY PLAT

Glenmore Reserve
City of Appleton, Outagamie County, WI
For: Apple Tree

Date: 09/19/2025

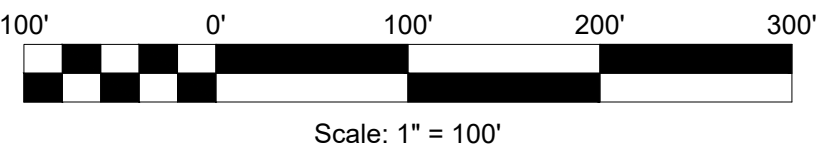
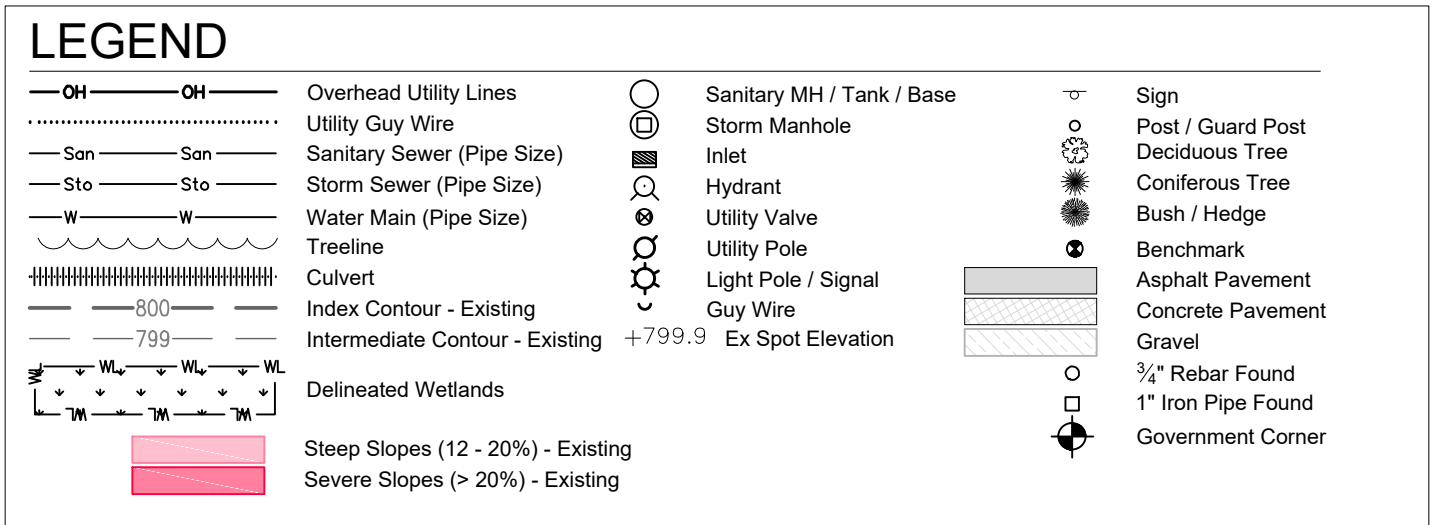
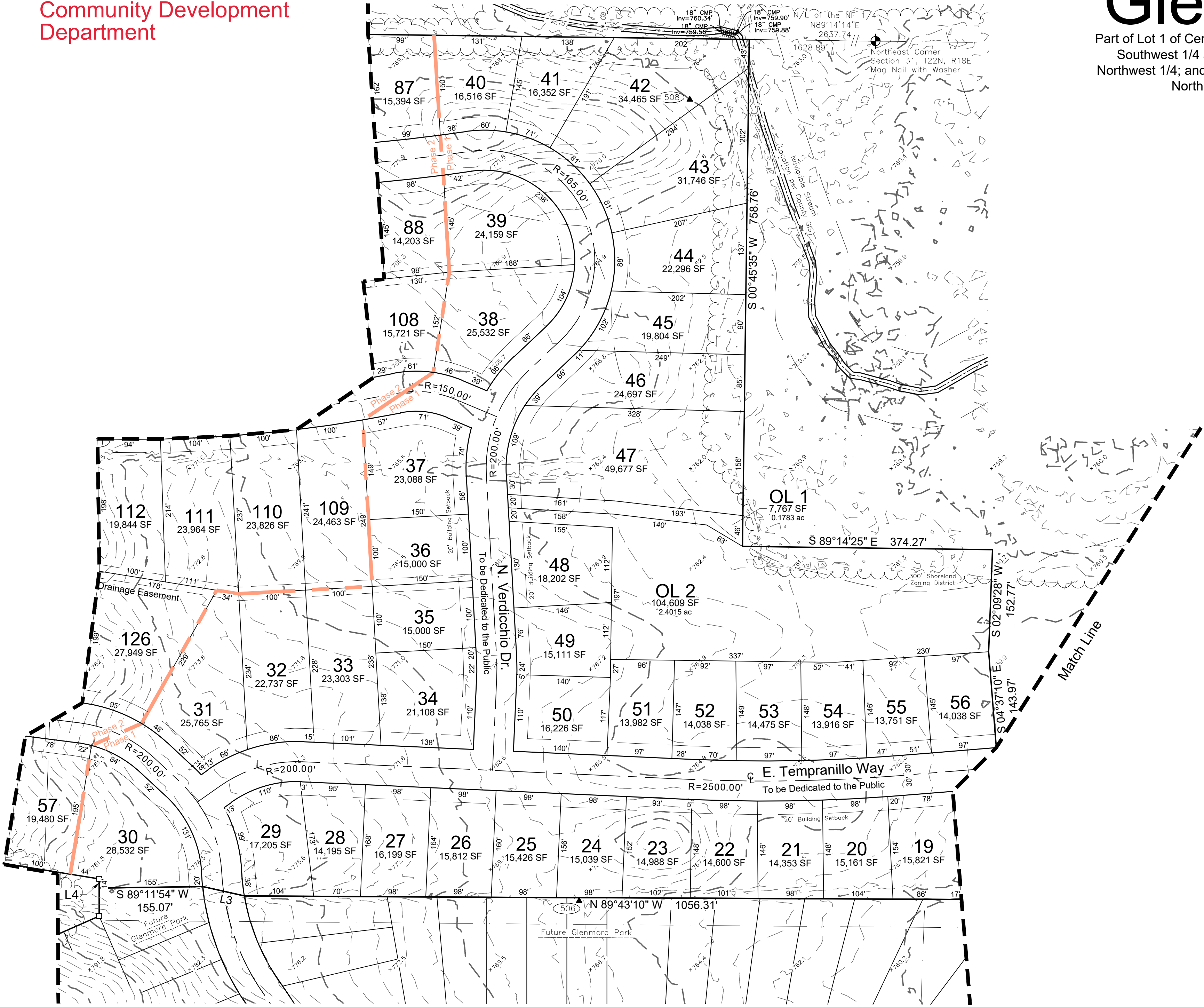
Filename: 8841Plat.dwg

Author: SRA

Last Saved by: scott

Page 1 of 2

Received 9-19-25
Community Development
Department

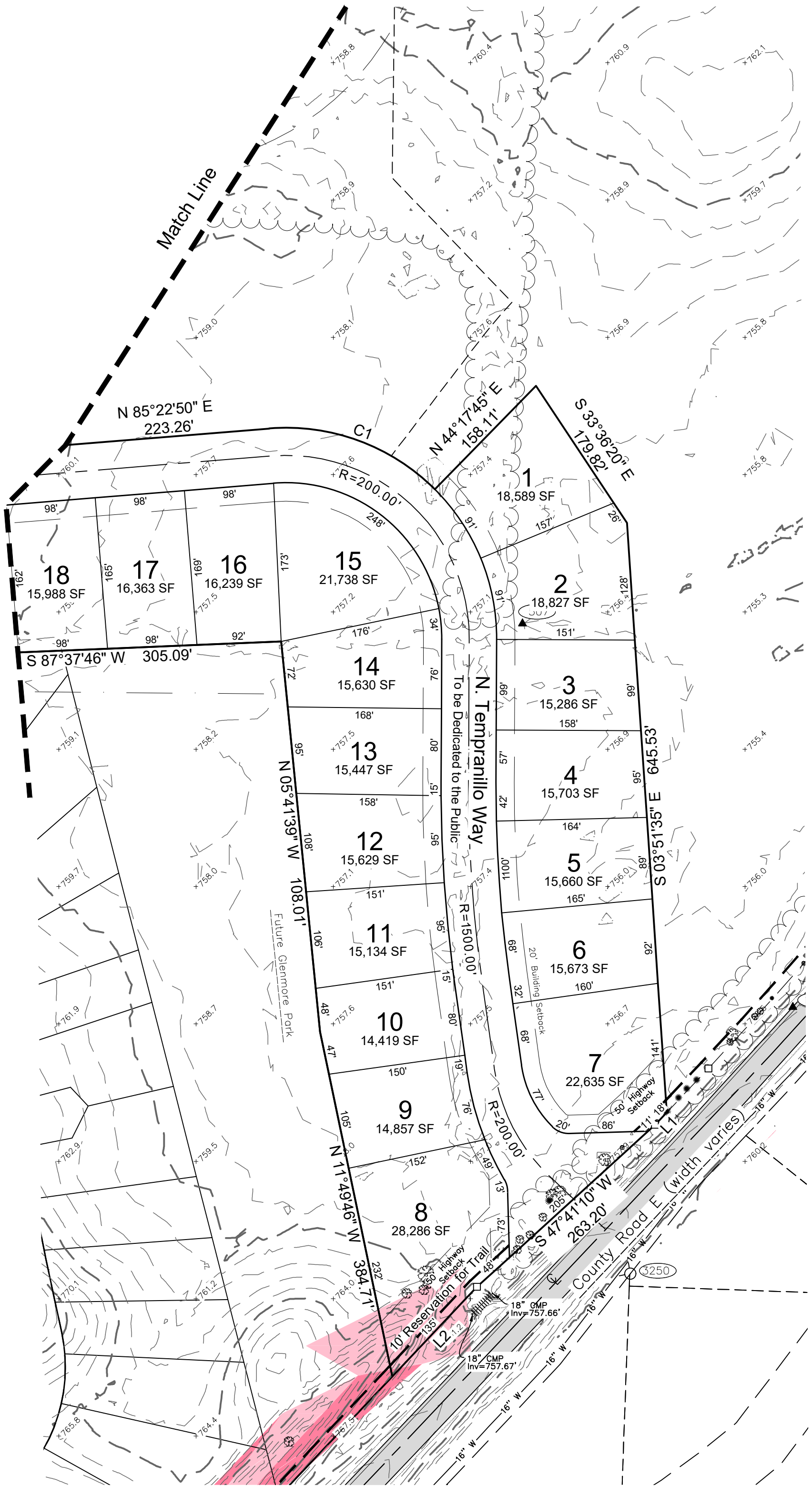
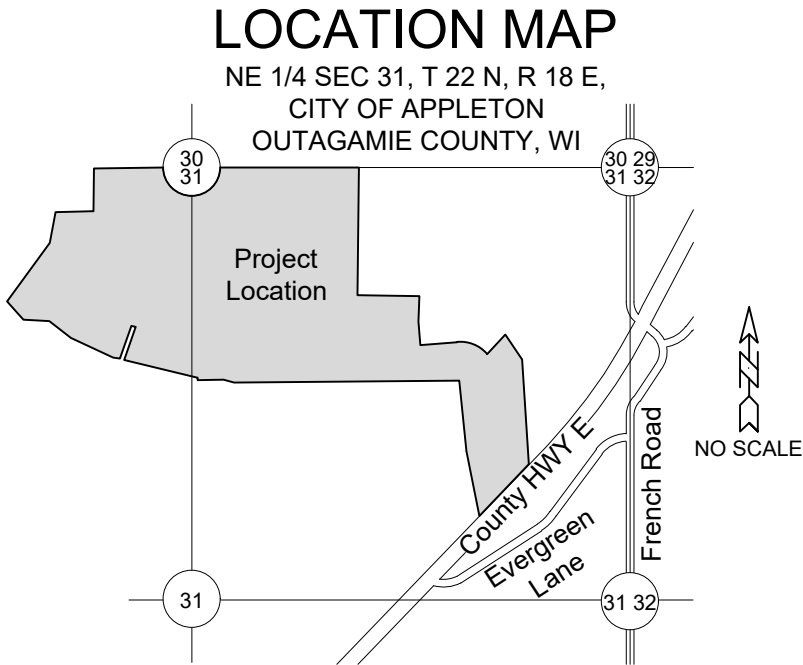


Bearings are referenced to the West line of the
Northeast 1/4, Section 31, T22N, R18E,
assumed to bear S02°07'58"W, base on the
Outagamie County Coordinate System.

Preliminary Plat of

Glenmore Reserve

Part of Lot 1 of Certified Survey Map 8575, being Part of the Northwest 1/4, the Northeast 1/4, the Southwest 1/4 and the Southeast 1/4 of the Northeast 1/4; Part of the Southeast 1/4 of the Northwest 1/4; and Part of the Northwest 1/4 of the Southeast 1/4; All in Section 31, Township 22 North, Range 18 East, City of Appleton, Outagamie County, Wisconsin.



SURVEYOR'S CERTIFICATE

I, Scott R. Andersen, hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the City of Appleton.

Scott R. Andersen, P.L.S. No. S-3169 Date

DAVEL ENGINEERING &
ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-981-1868
www.davel.pro

PRELIMINARY PLAT

Glenmore Reserve
City of Appleton, Outagamie County, WI
For: Apple Tree

Date:
09/19/2025
Filename:
8841Plat.dwg
Author:
SRA
Last Saved by:
scott
Page
2 of 2