



CITY OF APPLETON

MEMORANDUM

Date: September 10, 2025
To: Plan Commission
From: Don Harp, Principal Planner
Subject: Petition for Direct Annexation by Unanimous Approval Where Owners/Electors Reside – Bowman and Alksnis Annexation – 1624 and 1720 East Melody Lane – Town of Grand Chute

GENERAL INFORMATION

Owners/Petitioners: Richard A. Alksnis & Tamara J. Alksnis, Owner; Richard Phillip Bowman II & Hilde Ann Bowman, Owner and Laura Ann Bowman, Elector

Address/Parcel Numbers: 1624 and 1720 East Melody Lane/102137800 and 102137900 – Town of Grand Chute

Petitioner's Request: The owners/petitioners are requesting direct annexation by unanimous approval where owners/electors reside pursuant to Section 66.0217(2), Wisconsin State Statutes of land currently located in the Town of Grand Chute, Outagamie County.

Purpose for Annexation: The property owners are requesting to receive City water service.

Population of Such Territory: 5

Annexation Area: 2.038 acres m/l

Plan Commission Meeting Date: September 10, 2025

Common Council Meeting Date: September 17, 2025

BACKGROUND

On March 16, 1992, the City of Appleton and the Town of Grand Chute agreed to and entered into an Intermunicipal Boundary Agreement pursuant to Section 66.027 and 66.30 of the Wisconsin State Statutes for the purpose of defining and expanding the provision of governmental services, including water and sewer services, by establishing the City's growth area and establishing provisions for annexation of land within the Town of Grand Chute to the City of Appleton.

On September 2, 2025, the Department of Administration (DOA) found the annexation to be in the public interest; attached is the review letter.

STAFF ANALYSIS

The Community Development Department staff has reviewed the annexation petition and identified the following:

- Currently, the subject properties are developed with single-family dwellings.
- The area proposed for annexation is contiguous to the existing City boundary located to the south and west of the annexation area.
- Annexation of the subject properties in question are consistent with the Intermunicipal Boundary Agreement with the Town of Grand Chute.
- City water infrastructure is already installed along East Melody Lane. Annexation to the City of Appleton is required before the subject properties could connect to the City's water main.
- The subject properties receive sanitary service from the Town of Grand Chute.
- The subject properties are adjacent to East Melody Lane and North Holiday Drive right-of-way.
- The City can provide Police and Fire services to the subject properties.
- The City of Appleton 2010-2030 Comprehensive Plan Map identifies the subject area as future One/Two family residential.
- The owners are requesting the City Plan Commission initiate a zoning map amendment (rezoning) for the annexation area from AG Agricultural District to a zoning classification of R-1B Single-family Residential District. This request is consistent with the City of Appleton 2010-2030 Comprehensive Plan Map.

Surrounding Zoning and Land Uses: The surrounding zoning and uses (north, south, east, and west) are as follows:

North: Town of Grand Chute. The adjacent land uses to the north are residential.

South: City of Appleton. R-1B Single-family District. The adjacent land uses to the south are residential.

East: Town of Grand Chute. The adjacent land uses to the east are residential uses.

West: City of Appleton and R-1B Single-family District. The adjacent land use to the west is North Holiday Drive.

Town of Grand Chute. The adjacent land use is undeveloped land.

Appleton Comprehensive Plan 2010-2030: The City of Appleton 2010-2030 Comprehensive Plan Map identifies the subject area as future one/two family residential development. The proposed annexation is 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.

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.

OBJECTIVE 10.1 Land Use:

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

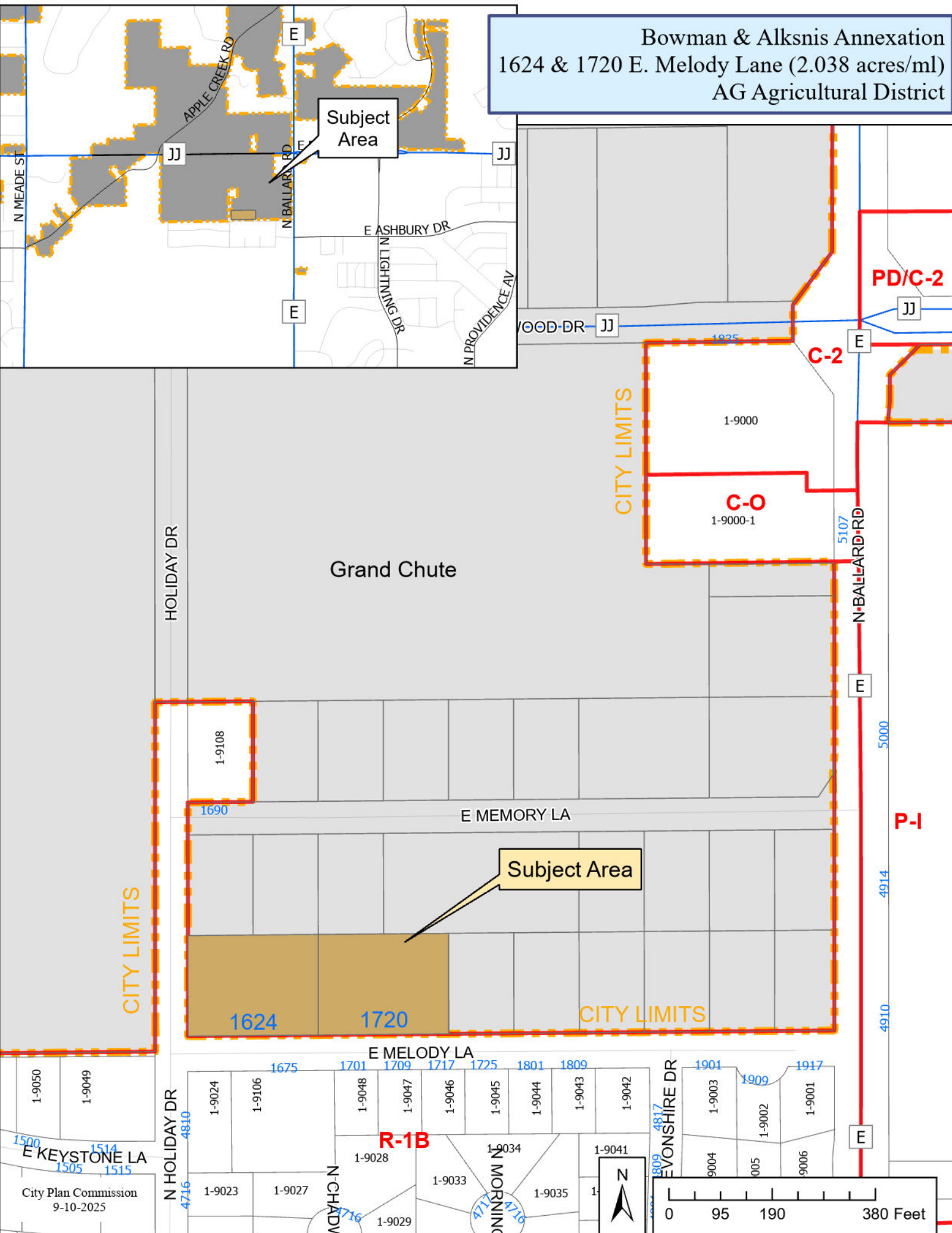
Development Review Team (DRT) Report: This item appeared on the August 19, 2025 Development Review Team agenda. No negative comments were received from participating departments.

RECOMMENDATION

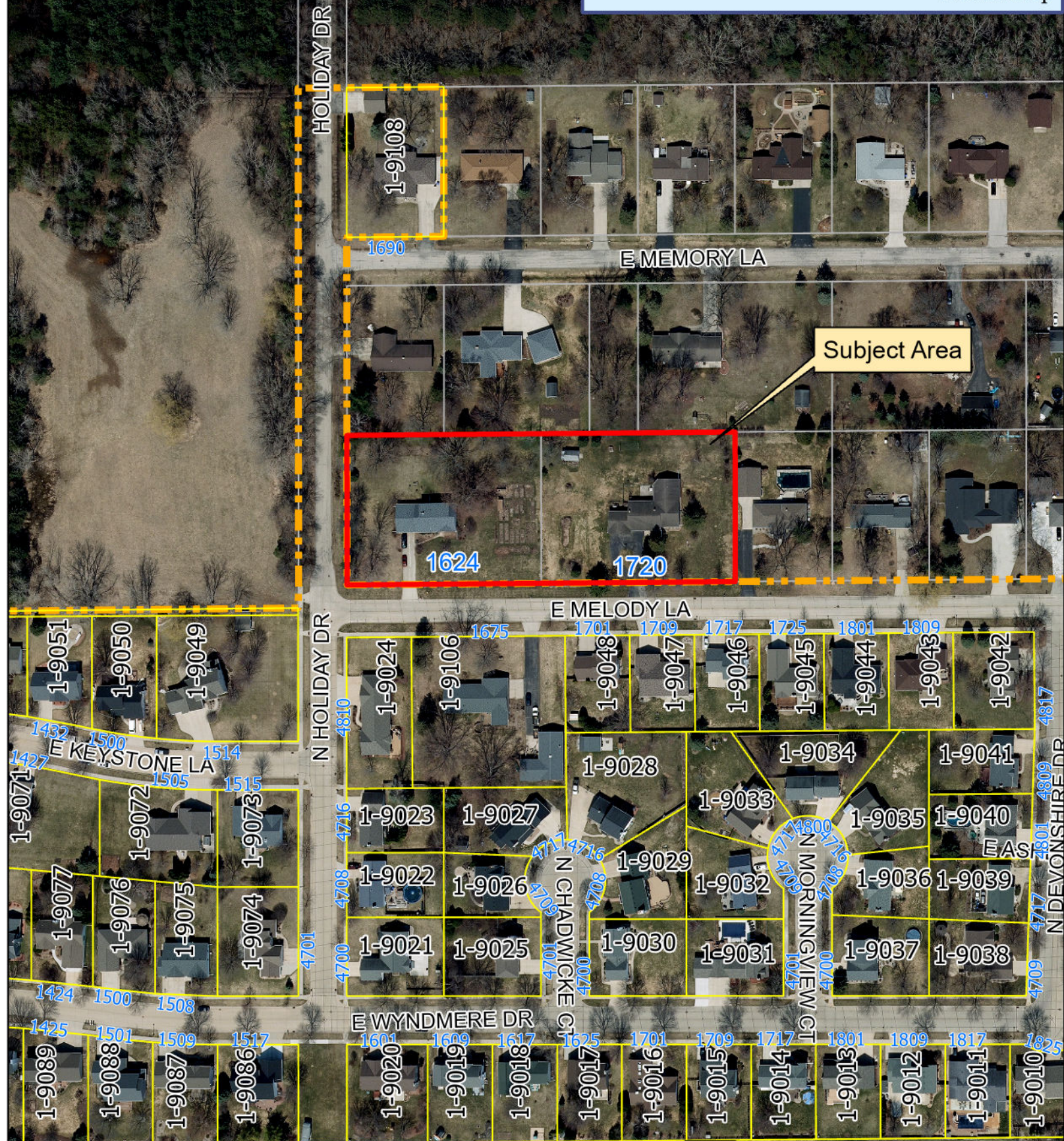
Staff recommends that the Bowman and Alksnis Annexation – 1624 and 1720 East Melody Lane Annexation, as shown on the attached maps, **BE APPROVED** with the following stipulation:

1. The Plan Commission initiates the zoning map amendment (rezoning) for the subject property from AG Agricultural District to the zoning classification of R-1B Single Family District, pursuant to Section 23-65(h) which is consistent with the *Comprehensive Plan 2010-2030*, pursuant to Section 23-65(e)(1)a. of the Municipal Code.

Bowman & Alksnis Annexation
1624 & 1720 E. Melody Lane (2.038 acres/ml)
AG Agricultural District



Bowman & Alksnis Annexation
1624 & 1720 E. Melody Lane (2.038 acres/ml)
AG Agricultural District
Aerial Map





CITY OF APPLETON

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES WHERE ELECTORS RESIDE IN TERRITORY

We, the undersigned, constituting all of the owners of the real property and all of the electors that reside in the following territory of the Town of Grand Chute, Outagamie County, Wisconsin, lying contiguous to the City of Appleton petition the Common Council of the City of Appleton to annex the territory described below and shown on the attached scaled map(s) to the City of Appleton, Outagamie County, Wisconsin.

Legal description(s) of proposed territory to be annexed:

Parcel A (Tax Parcel #102137800):

LOT 1 IN BLOCK 1 OF EDGEWOOD SUBDIVISION, LOCATED IN THE NORTHEAST
1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 21 NORTH, RANGE
17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN
CONTAINING: 44,400 SQUARE FEET OR ACRES: 1.019 M/L

Parcel B (Tax Parcel #102137900):



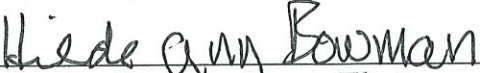


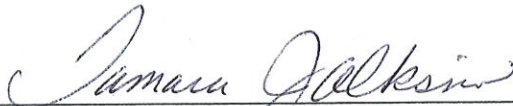
LOT 2 IN BLOCK 1 OF EDGEWOOD SUBDIVISION, LOCATED IN THE NORTHEAST
1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 21 NORTH, RANGE
17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN.
CONTAINING: 44,400 SQUARE FEET OR ACRES: 1.019 M/L

Total area of lands to be annexed contains 2.038 acres m/l.

The undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation, or consolidation proceedings, if any.

We further understand the subject property will be assigned a zoning classification of AG Agricultural District, pursuant to Section 23-65(h)(3) of the Appleton Zoning Ordinance with no public hearing required. We further respectfully request that the City Plan Commission initiate a rezoning for the proposed territory to be annexed from AG Agricultural District to a zoning classification of R-1B Single-family District.

The current population of such territory is 5. The number of electors that reside on the land to be annexed is 5.

Signature of Petitioners	Date of Signing	Address of Petitioners (Include Zip Code)
 Richard Phillip Bowman II, Owner/Elector Parcel A	8/9/25	1624 E. Melody Ln, Appleton, WI 54913
		
 Hilde Ann Bowman, Owner/Elector Parcel A	8-10-25	1624 E. Melody Ln, Appleton, WI 54913
 Laura Ann Bowman, Elector Parcel A	8/10/25	1624 E. Melody Ln, Appleton, WI 54913
 Richard A. Alksnis, Owner/Elector Parcel B	8/8/2025	1720 E. Melody Ln, Appleton, WI 54913
 Tamara J. Alksnis, Owner/Elector Parcel B	8/8/2025	1720 E. Melody Ln, Appleton, WI 54913

ANNEXATION EXHIBIT MAP

NOTE:
- PROPERTY HAS NOT BEEN FIELD
SURVEYED AT THIS TIME

LEGAL DESCRIPTION OF PROPOSED TERRITORY TO BE ANNEXED:

LOT 1 IN BLOCK 1 OF EDGEWOOD SUBDIVISION, LOCATED IN THE NORTHEAST
1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 21 NORTH, RANGE
17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

HOLIDAY DRIVE (60')

(ZONING: R1B)
CITY OF APPLETON

TOWN OF GRAND CHUTE
(ZONING: RSF)

1ST ADDITION

EDGEWOOD

SUBDIVISION

EAST

16

15

240'

14

13

30'
185'

185'

BLOCK 1

1

ADDRESS:
1624 E. MELODY LN.
APPLETON, WI 54913
PIN: 102137800

EDGEWOOD

2

SUBDIVISION

NORTH IS REFERENCED TO THOSE
BEARINGS SHOWN ON THE
RECORDED PLAT OF EDGEWOOD
SUBDIVISION AS RECORDED IN
DOCUMENT NO. 534077

(ZONING: RSF)
TOWN OF GRAND CHUTE

N0°27'E

WEST

CITY OF APPLETON
(ZONING: R1B)

240'

CITY OF APPLETON
(ZONING: R1B)

SOUTH LINE OF THE NE 1/4 OF THE NE 1/4 OF SECTION 12-21-17

MELODY LANE (60')



SCALE: 1" = 50'

CAROW LAND SURVEYING & ENVIRONMENTAL

615 NORTH LYNNDAL DRIVE

APPLETON, WI 54914

DATE: 7/18/2025

SCALE: 1" = 50'

DRAWN BY: FNZ

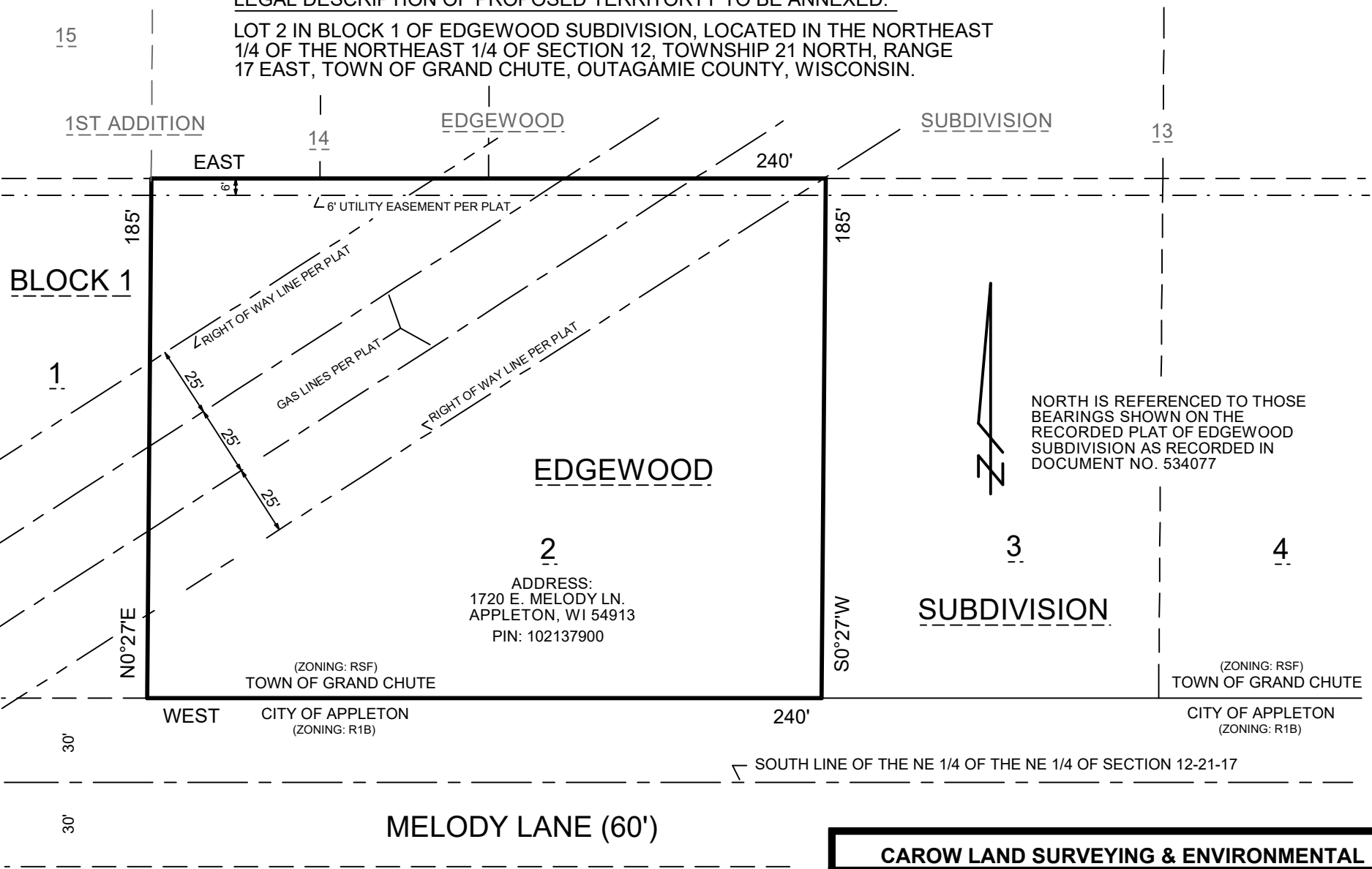
A2507.25-1

ANNEXATION EXHIBIT MAP

LEGAL DESCRIPTION OF PROPOSED TERRITORY TO BE ANNEXED:

LOT 2 IN BLOCK 1 OF EDGEWOOD SUBDIVISION, LOCATED IN THE NORTHEAST
1/4 OF THE NORTHEAST 1/4 OF SECTION 12, TOWNSHIP 21 NORTH, RANGE
17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

NOTE:
- PROPERTY HAS NOT BEEN FIELD
SURVEYED AT THIS TIME



A2507.25-2



SCALE: 1" = 50'

CAROW LAND SURVEYING & ENVIRONMENTAL

615 NORTH LYNNDAL DRIVE

APPLETON, WI 54914

DATE: 7/18/2025

SCALE: 1" = 50'

DRAWN BY: FNZ



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 264-6102 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.gov

Web: <http://doa.wi.gov/municipalboundaryreview>

September 2, 2025

PETITION FILE NO. 14787

AMY MOLITOR, CLERK
CITY OF APPLETON
100 N APPLETON ST
APPLETON, WI 54911-4702

KAYLA RAATZ, CLERK
TOWN OF GRAND CHUTE
1900 W GRAND CHUTE BOULEVARD
GRAND CHUTE, WI 54913-9613

Subject: BOWMAN ANNEXATION

The proposed annexation submitted to our office on August 11, 2025, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the City of Appleton, which is able to provide needed municipal services.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14787 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2861>
Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

Erich Schmidtke, Municipal Boundary Review

cc: petitioner