



# CITY OF APPLETON

## MEMORANDUM

**Date:** August 13, 2025  
**To:** Plan Commission  
**From:** Colin Kafka, Principal Planner  
**Subject:** Alteration of Land by Certified Survey Map for Future Transit Center per Wis. State Statute 62.23(5)

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### **Purpose:**

Wisconsin State Statute 62.23(5) states that the alteration of land for public grounds (changing the parcel lot lines) shall be referred to the City Plan Commission for its consideration and report before final action is taken by the Common Council.

### **Background:**

In 2024, Valley Transit (City of Appleton) was the recipient of a Federal Transit Administration (FTA) grant to redevelop parcel #31-2-0393-00 (Valley Transit Center) and parcel #31-2-0384-00 (vacant parcel) into a mixed-use development. The redevelopment also proposes to include N. Oneida Street right-of-way located between E. Franklin Street and E. Washington Street. The right-of-way and the aforementioned parcels are all owned by the City of Appleton.

On May 28, 2025, the City of Appleton Plan Commission recommended approval of the acquisition of parcel #31-2-0384-00 (vacant parcel) from the Appleton Redevelopment Authority (ARA). The City of Appleton Common Council approved the acquisition of the parcel on June 4, 2025.

On July 21, 2025, the City of Appleton Municipal Service Committee recommended approval of the discontinuance of N. Oneida Street right-of-way located between E. Franklin Street and E. Washington Street and unnamed alley located on parcel #31-2-0393-00 (Valley Transit Center).

On July 23, 2025, the City of Appleton Plan Commission recommended approval of the discontinuance of N. Oneida Street right-of-way located between E. Franklin Street and E. Washington Street and unnamed alley located on parcel #31-2-0393-00 (Valley Transit Center).

On September 17, 2025, the Common Council will hold a public hearing and take action on the vacation of N. Oneida Street right-of-way located between E. Franklin Street and E. Washington Street as well as all of an unnamed alley located on parcel #31-2-0393-00 (Valley Transit Center).

The attached Certified Survey Map (CSM) is currently under review by City staff. The proposed CSM alters the parcel lot lines of parcel #31-2-0393-00, parcel #31-2-0384-00, and all of vacated N. Oneida Street and unnamed alley for the purpose of creating one lot to facilitate the redevelopment of the site.

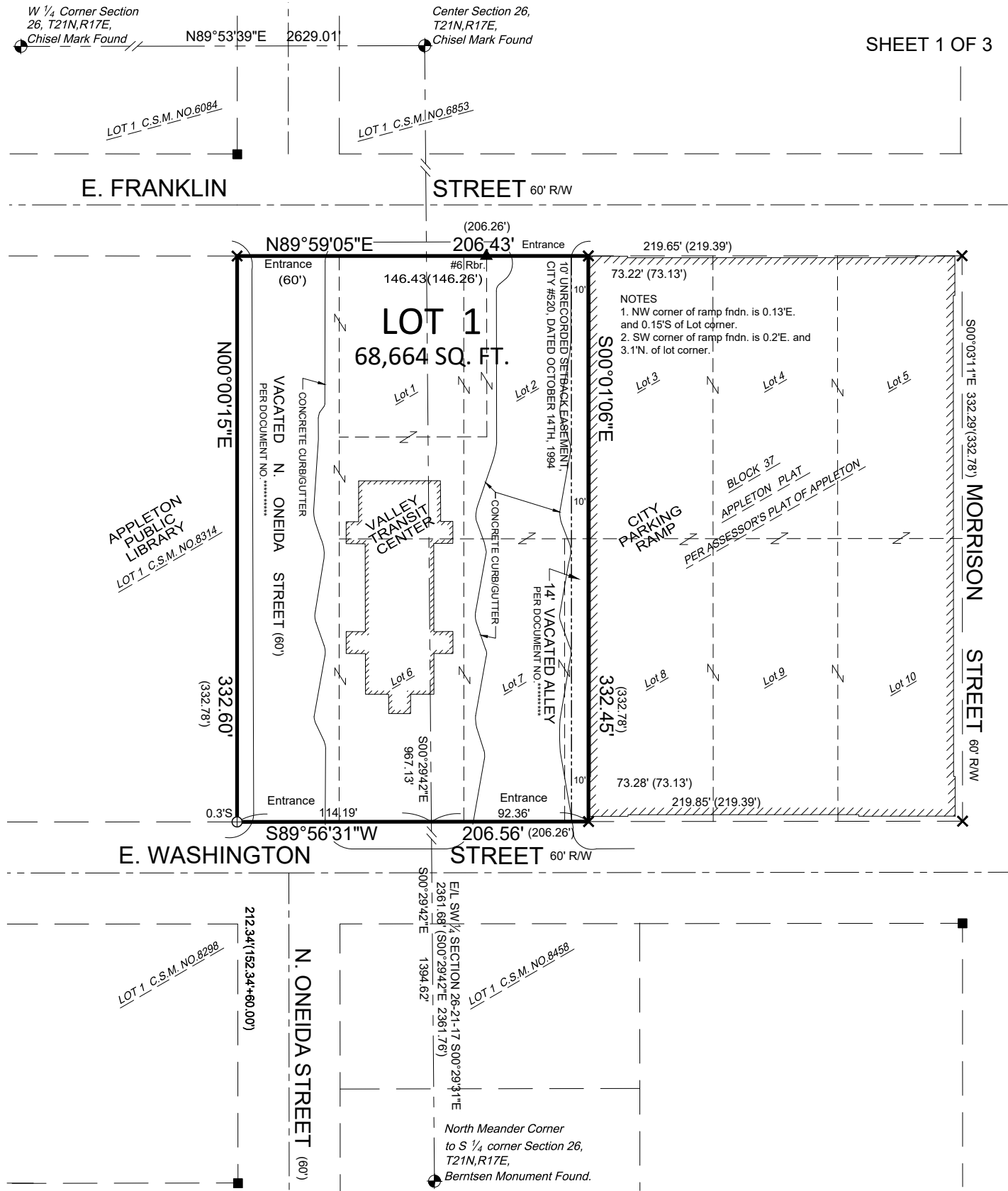
**PLAN COMMISSION RECOMMENDED ACTION:**

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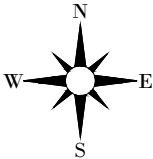
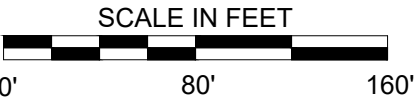
In accordance with Wis. State Statute 62.23(5), staff recommends that alteration of land (changing the parcel lot lines) for public grounds, as shown on the attached Certified Survey Map, **BE APPROVED**, subject to Common Council adoption of S. Oneida Street and unnamed alley discontinuance.

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

All of Lots 1, 2, 6, and 7, Block 37, **Appleton Plat (aka Second Ward Plat)**, according to the Assessor's Map of the City of Appleton, and vacated N. Oneida Street, and a 14' wide vacated Alley, being located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and the Northwest Quarter (NW ¼) of the Southeast (SE ¼) of Section 26, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin.



SHEET 1 OF 3



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, OUTAGAMIE COUNTY, NORTH LINE OF SW 1/4 OF SECTION 26-21-17 RECORDED AS N89°53'39"E

CITY OF APPLETON

DEPT. OF PUBLIC WORKS

ENGINEERING DIVISION

100 NORTH APPLETON STREET

APPLETON, WI 54911

920-832-6474

DRAFTED BY: T. KROMM

Acad dwgs\CSMs\2025\Transit Center 0218\_2025

- LEGEND-----
- ✕ = Sawcut X or V in Concrete, Set
  - ⊕ = PK Nail Found
  - = Sawcut Mark in Concrete Found
  - ▲ = 1.3" O.D. Iron Pipe Found, unless noted otherwise
  - ( ) = Measurements of Record
  - ⊙ = Government Corner

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

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**SURVEYOR'S CERTIFICATE:**

SHEET 2 OF 3

All of Lots 1, 2, 6, and 7, Block 37, Appleton Plat (aka Second Ward Plat), according to the Assessor's Map of the City of Appleton, and vacated N. Oneida Street, and a 14' wide vacated Alley, being located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and the Northwest Quarter (NW ¼) of the Southeast (SE ¼) of Section 26, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin, containing 1.576 Acres (68,664 sq. ft.) of land and being described by:

Commencing at the Southwest corner of N. Oneida Street and E. Franklin Street and being the point of beginning;  
Thence North 89°59'05" East 206.43 feet along the North line of said Block 37 and being coincident with the South line of East Franklin Street;

Thence South 00°01'06" East 332.45 feet to the North line of E. Washington Street;

Thence South 89°56'31" West 206.56 feet coincident with the North line of E. Washington Street to the West line of vacated N. Oneida Street;

Thence North 00°00'15" East 332.60 feet coincident with the West line of vacated N. Oneida Street to the point of beginning.

Said lands subject to all easements and restrictions of record.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the City of Appleton subdivision ordinance in surveying, dividing and mapping the same. That this map is a correct representation of all exterior boundaries of the land surveyed and the division or combination thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Wisconsin Professional Land Surveyor: Thomas M. Kromm

This Certified Survey Map is all of tax parcel 31-2-0384-00 and 31-2-0393-00.

The land on this Certified Survey Map is Zoned CBD.

This Certified Survey Map is contained within the property described in the following recorded instruments:

Document No.158037, 760268, 949178, and 2341685.

The owner of record is the City of Appleton.

All of Lots 1, 2, 6, and 7, Block 37, **Appleton Plat (aka Second Ward Plat)**, according to the Assessor's Map of the City of Appleton, and vacated N. Oneida Street, and a 14' wide vacated Alley, being located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and the Northwest Quarter (NW ¼) of the Southeast (SE ¼) of Section 26, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin.

## SHEET 3 OF 3

City of Appleton

Kami Lynch, City Clerk
Date

Personally came before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

My commission expires \_\_\_\_\_

I, being the duly elected, qualified and acting treasurer, do hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included in this Certified Survey Map as of:

County Treasurer	Date
Trenten Woelfel	

Kami Lynch, City Clerk	Date
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