



# CITY OF APPLETON

## MEMORANDUM

**Date:** August 14, 2024  
**To:** City Plan Commission  
**From:** Lindsey Smith, Principal Planner  
**Subject:** Disposition of Surplus Land (Parcel Number: 31-1-1275-00) per Wis. Stat. § 62.23(5)

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## GENERAL INFORMATION

**Owner/Applicant:** City of Appleton / Lindsey Smith, Community Development Department

**Parcel Number/Location:** 31-1-1275-00, Land locked parcel between E. Winnebago Street and Bellaire Court

**Request:** The applicant is requesting to dispose of parcel number 31-1-1275-00.

**Plan Commission Meeting Date:** August 14, 2024

**Common Council Meeting Date:** August 21, 2024

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## BACKGROUND

Wis. Stat. § 62.23(5) states that the sale of land that was intended to be used as a public land shall be referred to the Plan Commission for its consideration and report before final action is taken by the Common Council.

The subject parcel is part of Lot 30 within Garfield Palace Plat of the 1907 Appleton Assessor Map.

In 2007, the City vacated the unnamed right-of-way and Sampson Street right-of-way. A portion of the vacated right-of-way was added to the subject parcel.

The City recently received an inquiry from an adjacent property owner about acquiring the subject parcel.

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**STAFF ANALYSIS**

**Lot Area:** Approximately 3,586 square feet

**Zoning:** R-1C – Central City Residential District

**Street Frontage:** None

**Easements:** A utility easement is located on the northern 12.5 feet of the subject parcel.

**Other Relevant Information:** The subject parcel is located at the bottom of a ravine between E. Winnebago Street and Bellaire Court, approximately a 20+ foot elevation difference from the street elevation.

**Technical Review Group (TRG) Report:** This item appeared on the July 23, 2024 TRG agenda. No negative comments or objections were received from participating departments.

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**FUTURE ACTION**

As the subject parcel is land locked, the Community Development Department will mail a notification to the property owners that are adjacent to the subject parcel. The notification will inform them about the disposition of surplus land and the process to acquire the subject parcel is interested.

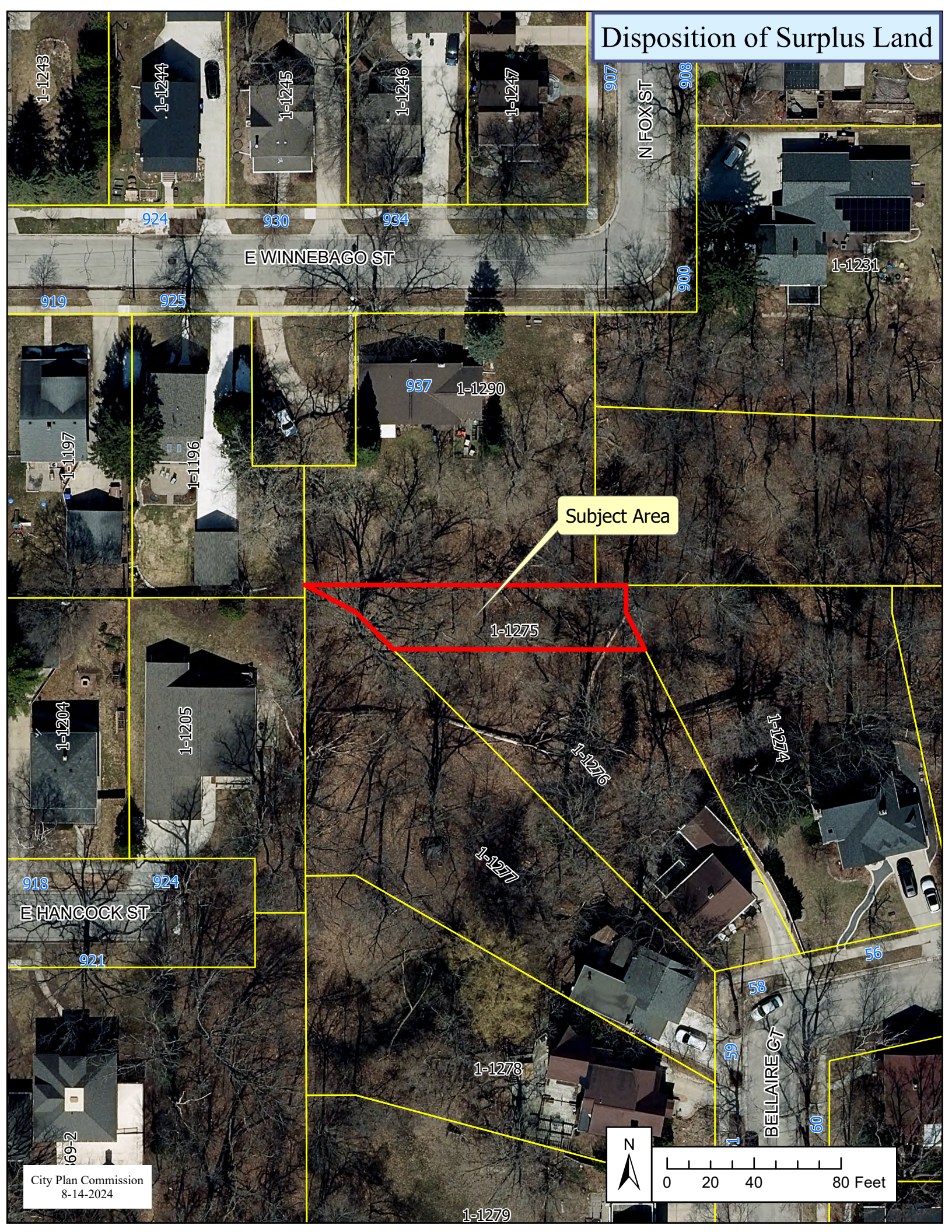
Legal Services will prepare a quit claim deed to the highest bidder.

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**RECOMMENDATION**

In accordance with Wis. Stat. § 62.23(5), Staff recommends the disposition of parcel number 31-1-1275-00, surplus of public lands, as shown on the attached maps, **BE APPROVED.**

# Disposition of Surplus Land



Subject Area

1-1275



0 20 40 80 Feet

City Plan Commission  
8-14-2024