



CITY OF APPLETON

MEMORANDUM

Date: July 8, 2026
To: City Plan Commission
From: Don Harp, Principal Planner
Subject: Preliminary Plat – Canyon Ridge

GENERAL INFORMATION

Owner/Applicant: Canyon Ridge LLC, Jack Fischer

Consulting Engineer: Jim Lundberg, PE – Point of Beginning, Inc.

Parcel Number: 31-1-9310-26

Petitioner's Request: The owner/applicant is proposing to subdivide the property into 8 lots and 5 outlots.

Plan Commission Meeting Date: July 8, 2026

Common Council Meeting Date: July 15, 2026

BACKGROUND

June 13, 2006 – The subject area was annexed to the City.

April 4, 2007 – The subject area was rezoned from AG Agricultural District to R-1B Single-family District.

September 23, 2007 – Certified Survey Map #8-16 was approved to create the subject parcel, Id.# 31-1-9310-26.

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 Canyon Ridge consists of approximately 5.28 acres and includes 8 proposed residential lots. It also features 5 proposed outlots which are intended to be combined with a parcel that has direct access to Kurey Drive and proposed dedication for the cul-de-sac bulb.

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

- Minimum lot area: 6,000 square feet.
 - *The proposed average lot size within this development is 12,820 square feet. All lots exceed the minimum lot area requirement.*
- Minimum lot width: 50 feet.
 - *All lots comply with this minimum requirement*
- Minimum front, side and rear yard setbacks: Twenty (20) foot front yard, Six (6) foot side yard, and Twenty-five (25) foot rear yard.
 - *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: Based on the information provided, the proposed subdivision appears to comply with the Appleton Subdivision Regulations, and no exceptions to the ordinance are being requested.

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

- The property owner proposes to dedicate a public cul-de-sac bulb. As a result, the segment of Canyon Lane located between Lots 38 and 53 of Glacier Ridge will require a street name change. Staff has requested that the owner provide a proposed street name with the Final Plat submittal for review and approval.

Surrounding Zoning and Land Uses: The surrounding zoning and uses (north, south, east, and west) are generally residential in nature with a small portion being commercial.

North: City of Appleton. R-1B Single-family District. The adjacent land use to the north is undeveloped land.

South: City of Appleton. P-I Public Institutional District. The adjacent land use to the south is Plamann Park.

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

West: City of Appleton. AG Agricultural District. The adjacent land use to the west is residential.

Comprehensive Plan - *Plan Appleton*: The Comprehensive Plan Map identifies the subject area as future Suburban Neighborhoods. The proposed preliminary plat appears to be consistent with the following goals:

Goal H | Housing

Appleton will have housing options of a variety of styles, sizes, and costs to meet community members' unique needs across its neighborhoods.

Goal T | Transportation

Appleton will support a transportation network that provides multiple ways for people to navigate the city and connect to the region.

Goal U | Utilities and Community Facilities

Appleton will provide reliable, high-quality utilities and community services in a fiscally responsible manner.

Goal L | Land Use

Appleton will continue to support thoughtful growth, development, and redevelopment that strengthens neighborhoods, considers sensitive natural areas, and maintains high-quality City of Appleton services.

Dedication of Public Parks and/or Trails or Payment Fee in Lieu Thereof:

The Appleton Subdivision Regulations require parkland dedication or fee in lieu thereof for dwelling units proposed in a plat. As a result, the City will collect a park fee in the amount of \$1,100.00 per dwelling unit proposed within the Canyon Ridge subdivision from the landowner upon the issuance of a building permit pursuant to Section 17-29(f) of the Municipal Code.

Development Review Team (DRT) Report: This item appeared on the Development Review Team agendas.

May 19, 2026
June 16, 2026
June 30, 2026

Comments pertaining to stormwater management, drainage, utilities, street design, parkland dedication or fee in lieu thereof, 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 from staff.

FUTURE ACTIONS

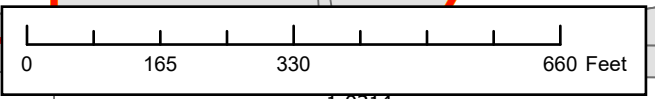
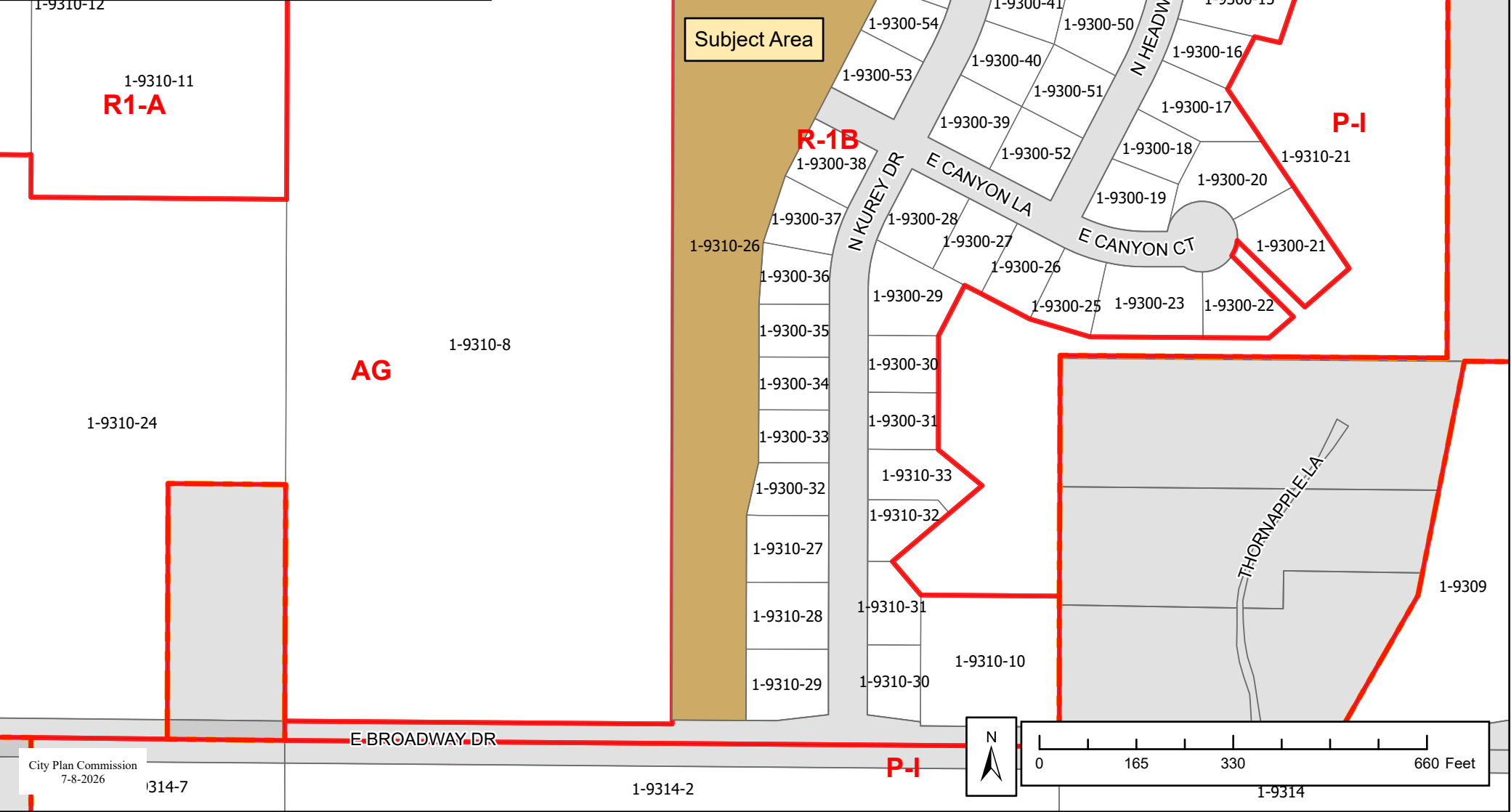
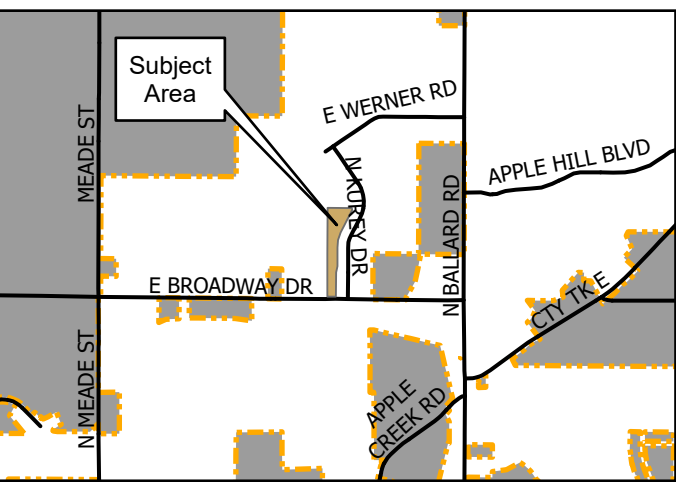
An approved Preliminary Plat shall be deemed an expression of approval or conditional approval of the plat layout and used as a guide in the preparation of the Final Plat which will be subject to further consideration by the Plan Commission and Common Council.

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 Canyon Ridge, **BE APPROVED** subject to the following conditions and as shown on the attached maps:

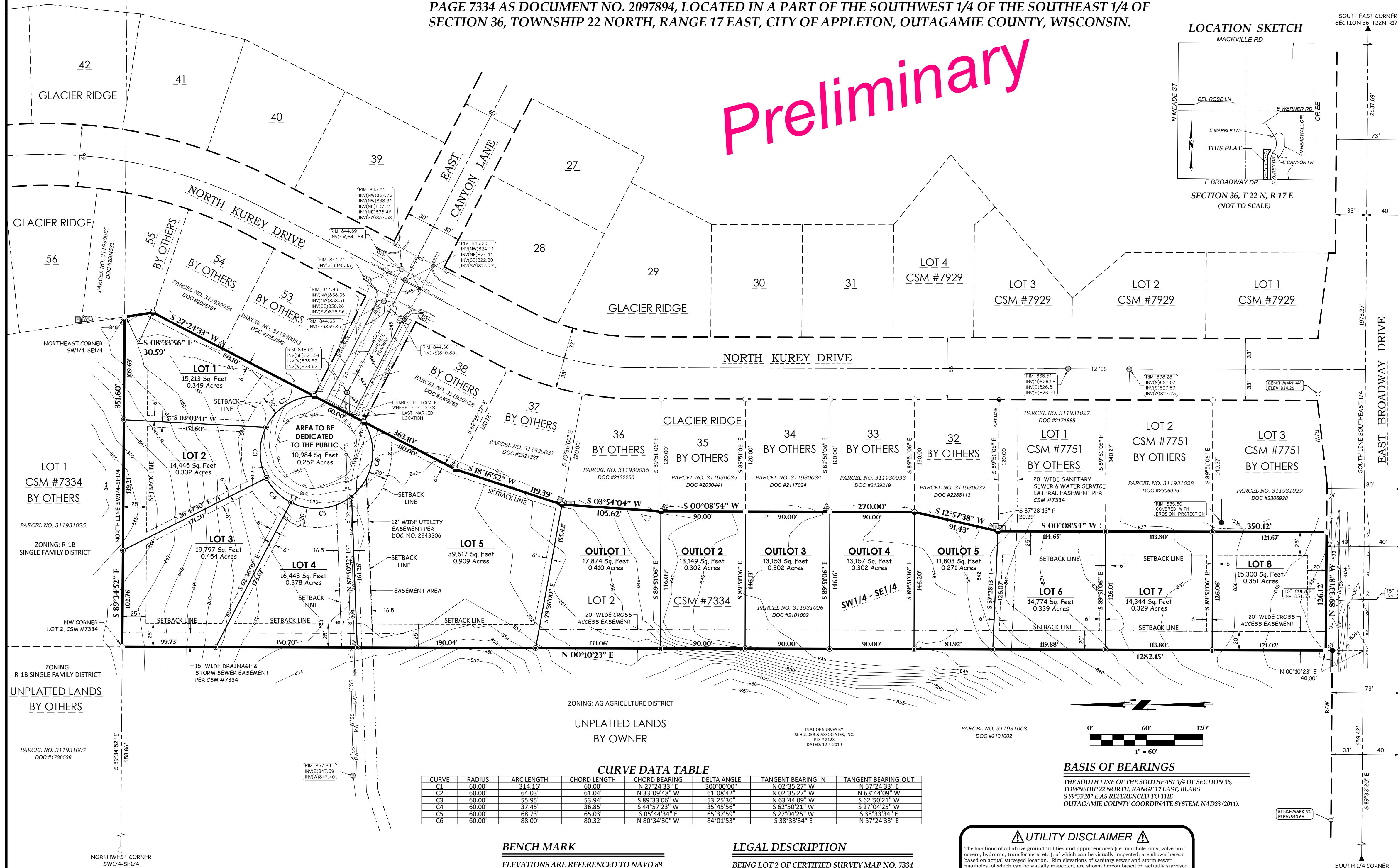
1. The Preliminary Plat comments and conditions, including but not limited to, the preliminary plat, street names, drainage plan, engineering plans, traffic, stormwater & environmental, public trail design and grading provided by the Department of Public Works, Engineering Division, Parks and Recreation Department, and Community Development Department dated June 30, 2026 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.
2. The proposed cul-de-sac street name shall satisfy Section 16-36 of the Municipal Code, the City Street Name Policy and County 911 Service regulations. The final review of the proposed street name recommendation from the City and County GIS staff will occur prior to City signatures being affixed to the Final Plat.
3. The Appleton Subdivision Regulations require parkland dedication or fee in lieu thereof for dwelling units proposed in a plat. As a result, the City will collect a park fee in the amount of \$1,100.00 per dwelling unit proposed within the Canyon Ridge subdivision from the landowner upon the issuance of a building permit pursuant to Section 17-29(f) of the Municipal Code.
4. 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 Canyon Ridge Plat shall be completed under the terms and conditions of said development agreement.
5. City signatures shall not be affixed to the Final Plat until objecting authorities, including but not limited to, the Department of Administration review and notify the City that they do not object to the Final Plat.
6. All approvals and permits for development must be obtained from all appropriate regulatory agencies prior to construction.
7. 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.



A Preliminary Plat of CANYON RIDGE

BEING LOT 2 OF CERTIFIED SURVEY MAP NO. 7334 RECORDED IN VOLUME 44 OF CERTIFIED SURVEY MAPS, PAGE 7334 AS DOCUMENT NO. 2097894, LOCATED IN A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

Preliminary



SURVEY LEGEND

These standard symbols will be found in the drawing.

- SANITARY SEWER LINE
- STORM SEWER LINE
- APPROXIMATE STORM SEWER LINE PER MAPS FROM OTHERS
- OVERHEAD UTILITIES LINE
- BURIED ELECTRIC LINE
- APPROXIMATE BURIED ELECTRIC LINE PER MAPS FROM OTHERS
- BURIED GAS LINE
- APPROXIMATE BURIED GAS LINE PER MAPS FROM OTHERS
- BURIED WATER LINE
- APPROXIMATE BURIED WATER LINE PER MAPS FROM OTHERS
- BURIED FIBER OPTICS LINE
- EDGE OF BITUMINOUS CONTOUR LINE
- RIGHT-OF-WAY LINE
- RIGHT-OF-WAY CENTER LINE
- SECTION LINE
- INTERIOR LOT LINE
- BEARING/DISTANCE TIE LINE
- RECTANGULAR CATCH BASIN
- CIRCULAR CATCH BASIN
- STORM SEWER MANHOLE
- SANITARY SEWER MANHOLE
- WATER SERVICE
- WATER VALVE
- HYDRANT
- ELECTRIC BOX
- LIGHT POLE
- POWER POLE
- TELEPHONE PEDESTAL
- FIBER OPTIC VAULT
- CABLE TV PEDESTAL
- SIGN
- 1" O.D. IRON PIPE FOUND
- 3/4" IRON BAR FOUND
- 1-1/4" IRON REBAR FOUND
- MAG NAIL FOUND
- 3/4" X 24" IRON REBAR SET WEIGHING 1.50 LBS/LIN. FT.

NOTE
NO BUILDING PERMIT WILL BE ISSUED TO OUTLOTS 1, 2, 3, 4 AND 5 UNLESS THE PROPERTY IS COMBINED WITH A PARCEL THAT HAS DIRECT ACCESS TO KUREY DRIVE.

NOTE
THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP, SALE OR TRANSFER OF PROPERTY REQUIRES A RECORDED DEED, EXCEPTING PUBLIC DEDICATIONS.

ZONING DESIGNATION
R-1B SINGLE FAMILY DISTRICT FOR THE SUBJECT PROPERTY AS WELL AS ALL OF THE ADJACENT SUBDIVISION LOTS ON THE EAST SIDE OF THE SUBJECT PROPERTY. ALL OTHER ADJACENT ZONING DESIGNATIONS SHOWN ON THE MAP.

CURVE DATA TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT BEARING-IN	TANGENT BEARING-OUT
C1	60.00'	314.16'	60.00'	N 77°24'33" E	300°00'00"	N 02°35'27" W	N 57°24'33" E
C2	60.00'	64.03'	61.04'	N 33°09'48" W	61°08'42"	N 02°35'27" W	N 63°44'09" W
C3	60.00'	55.95'	53.94'	S 89°33'06" W	53°25'30"	N 63°44'09" W	S 62°50'21" W
C4	60.00'	37.45'	36.85'	S 44°57'23" W	35°45'56"	S 62°50'21" W	S 27°04'25" W
C5	60.00'	68.73'	65.03'	S 05°24'34" E	65°37'59"	S 27°04'25" W	S 38°53'34" E
C6	60.00'	88.00'	80.32'	N 80°34'30" W	84°01'53"	S 38°53'34" E	N 57°24'33" E

BENCH MARK
ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCH MARK #1
BURY BOLT ON HYDRANT, LOCATED ON THE NORTH SIDE OF EAST BROADWAY DRIVE, APPROXIMATELY 480 FEET WEST OF THE INTERSECTION OF EAST BROADWAY DRIVE AND NORTH KUREY DRIVE. ELEVATION = 840.66

BENCH MARK #2
BURY BOLT ON HYDRANT, LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF EAST BROADWAY DRIVE AND NORTH KUREY DRIVE. ELEVATION = 834.26

LEGAL DESCRIPTION
BEING LOT 2 OF CERTIFIED SURVEY MAP NO. 7334 AS RECORDED IN VOLUME 44 OF CERTIFIED SURVEY MAPS ON PAGE 7334, AS DOCUMENT NO. 2097894, LOCATED IN A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 22 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN.

CONTAINING: 230,057 SQUARE FEET - 5.281 ACRES

SUBJECT TO (IF ANY) COVENANTS, CONDITIONS, RESTRICTIONS, RIGHT-OF-WAYS AND EASEMENTS OF RECORD.

UTILITY DISCLAIMER
The locations of all above ground utilities and appurtenances (i.e. manhole rims, valve box covers, hydrants, transformers, etc.) of which can be visually inspected, are shown hereon based on actual surveyed location. Rim elevations of sanitary sewer and storm sewer manholes, of which can be visually inspected, are shown hereon based on actual surveyed elevation. Depths, sizes, and material types of pipes, which can be visually inspected, entering and exiting sanitary sewer and storm sewer manholes, are shown hereon based on visual inspection, field measurements, and as-built mapping, if available. If depths, sizes, and material types of pipes are shown hereon, based on as-built mapping only, they are noted accordingly, and are considered approximate. Visual inspection means what can be seen from the ground surface. Point of Beginning did not enter into manholes to complete visual inspection underground.

The locations of all underground utilities and appurtenances, unable to visually inspect and/or field measure, are shown hereon as only approximate. These utilities and appurtenances will be shown based on plans obtained from utility companies or provided by the Owner/Client, and markings by utility companies and municipalities (Diggers Hotline) and other appropriate sources (with reference as to the source of information). Additional utility lines not discovered, marked, or shown on as-built plans available to us, during the search of records and the field survey, may exist. Any contractor using the information shown hereon will be forewarned that any excavation upon this site may result in the discovery of additional underground utilities not shown hereon. POB makes no warranty of any kind, express or implied, with respect to the existing underground utilities and appurtenances, of which are unable to visually inspect and/or field measure, whether shown hereon, or not. Prior to construction, it is the contractor's responsibility to field verify locations, depths, sizes and types of underground public and private utilities or substructures within all construction limits and shall bring forward, in writing to the Engineer and/or Supervisor of Record, all discrepancies that do not align with the existing conditions as shown hereon provided.

*Diggers Hotline Ticket # 20261614502 & 20261614517 for public utilities was ordered for this survey.
*A private utility locate was not a part of the scope of work contracted for this project and was therefore not ordered.

SURVEYOR'S NOTES
1) THIS PLAT IS CONTAINED WHOLLY WITHIN THE FOLLOWING RECORDED INSTRUMENTS:
a) PARCEL NO. 311931026
b) DOCUMENT NO. 2101002
c) LOT 2 OF CERTIFIED SURVEY MAP NO. 7334

SUBDIVIDER / OWNER
CANYON RIDGE, LLC
4271 NORTH PRAIRIE ROSE LANE
APPLETON, WI 54913

POB
Civil Engineering
Land Surveying
Landscape Architecture
Jordan G. Brost, PLS #3009
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999(PH) 715.344.9922(FX)

SURVEYOR
POINT OF BEGINNING, INC
JORDAN G. BROST, PLS #3009
4941 KIRSCHLING COURT
STEVENS POINT, WI 54481

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20

Department of Administration



REVISIONS