



CITY OF APPLETON

MEMORANDUM

Date: January 28, 2026
To: City Plan Commission
From: Colin Kafka, Principal Planner
Subject: Certified Survey Map #19-25 – Crossing a Plat Boundary Line

GENERAL INFORMATION

Owner/Applicant: St. Frances Xavier Catholic School System, Inc./Terrence Tyrrell (owner) and McMahon Associates, Inc./Doug Woelz (applicant)

Address/Parcel Number: 2610 N. Oneida Street (Tax ID #31-6-2833-00), 2624 N. Oneida Street (Tax ID #31-6-2834-00), 2626 N. Oneida Street (Tax ID #31-6-2835-00), and 2615 N. Morrison Street (Tax ID #31-6-2834-01)

Applicant's Request: The applicant, with owner approval, is requesting approval of a Certified Survey Map (CSM) that crosses a plat boundary.

Plan Commission Meeting Date: January 28, 2026

Common Council Meeting Date: February 4, 2026

BACKGROUND

1956	Greenfield Plat approved by Common Council and recorded at Outagamie County Register of Deeds
1960	North Park Estates Plat approved by Common Council and recorded at Outagamie County Register of Deeds

STAFF ANALYSIS

Associated Action Item: Rezoning #9-25 is also being presented at this January 28, 2026 Plan Commission meeting.

Purpose: In order to satisfy the requirements of Chapter 236 of the Wisconsin State Statutes, certified survey maps that cross a plat boundary line (North Park Estates Plat) must be approved in the same manner as a Final Plat, which includes Plan Commission and Common Council approval.

Proposed Conditions: Certified Survey Map #19-25 consists of 14.84 acres and will result in the combination of the subject parcels into one lot.

Subdivision Ordinance Requirements: Per Section 17-26(b)(1) of the Municipal Code, widths and areas of lots shall not be less than that provided in the City's Zoning Ordinance. There are no minimum lot width or area requirements in the P-I Public Institutional District per Section 23-100(h) of the Municipal Code. If Rezoning #9-25 is approved, the proposed lot illustrated on CSM #19-25 satisfies these lot development standards.

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

North: P-I Public Institutional District. The adjacent land use to the north is institutional (Xavier Middle School).

South: R-1B Single-Family District. The adjacent land uses to the south are single-family residences.

East: R-1B Single-Family District. The adjacent land uses to the east are single-family residences.

West: C-2 General Commercial District. The adjacent land uses to the west are institutional and commercial (Place of Worship and Commercial Shopping Center).

Plan Appleton: Staff has reviewed CSM #19-25 and determines it is consistent with the following goals:

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.

Goal U | Utilities and Community Facilities

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

Development Review Team (DRT) Report: This item appeared on the January 6, 2026 DRT agenda. Comments were received from participating departments and captured in the stipulations found below.

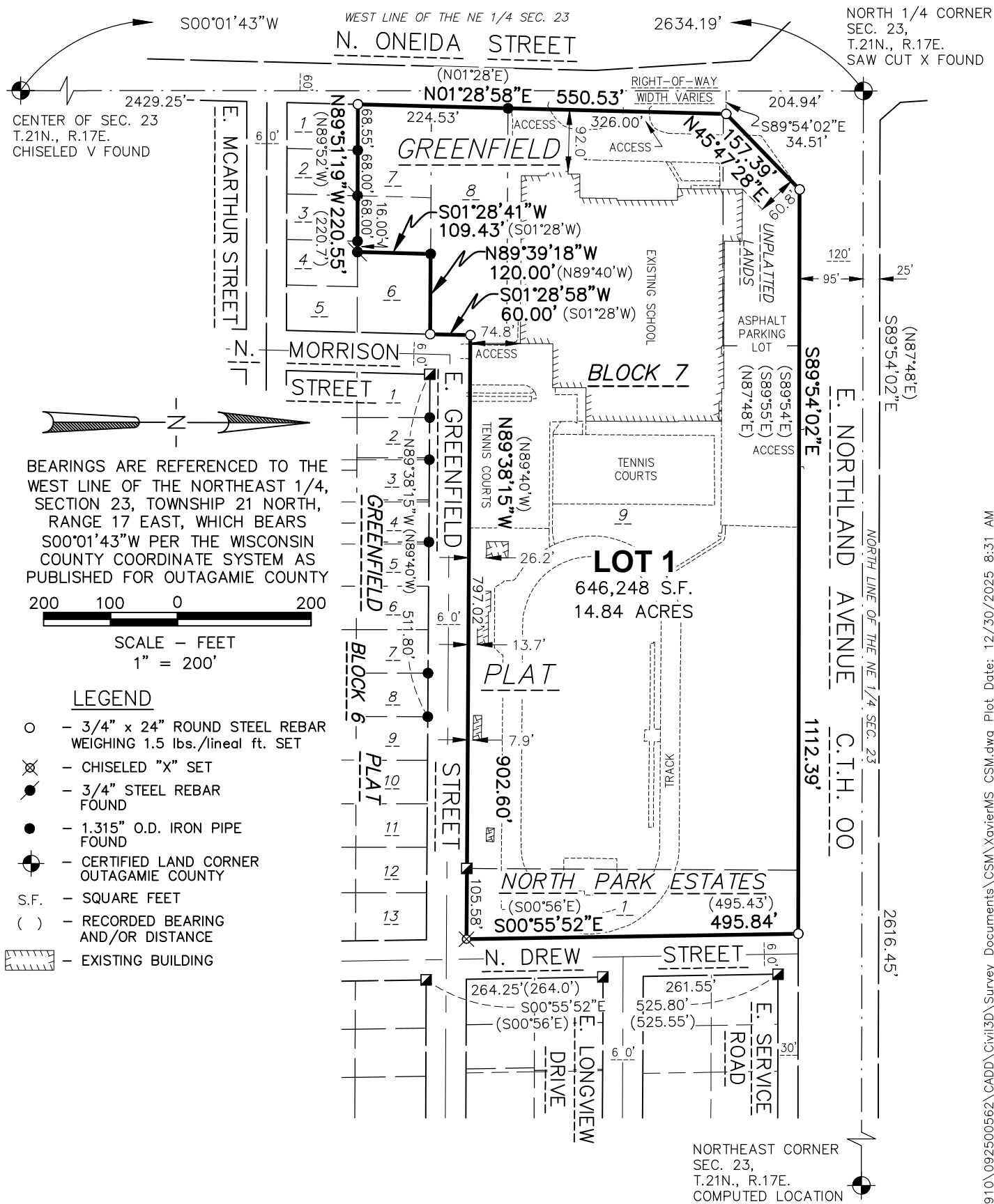
RECOMMENDATION

Based upon the above analysis, staff recommends Certified Survey Map #19-25 as shown on the attached map, **BE APPROVED** subject to the following conditions:

1. The Certified Survey Map technical comments provided by the City Surveyor dated January 7, 2026 shall be addressed by owner/applicant to the satisfaction of the City Surveyor prior to City signatures being affixed to the Certified Survey Map.
2. Rezoning #9-25 shall be approved by the Common Council prior to City signatures being affixed to the Certified Survey Map.

CERTIFIED SURVEY MAP SHEET 1 OF 4

ALL OF LOT 1, NORTH PARK ESTATES, RECORDED IN VOLUME 18 OF PLATS ON PAGE 14 AS DOCUMENT NO. 529098, AND ALL OF LOTS 7, 8 AND 9, BLOCK 7, GREENFIELD PLAT, RECORDED IN VOLUME 16 OF PLATS ON PAGE 50 AS DOCUMENT NO. 490854, ALL LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4; AND UNPLATTED LANDS BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4; ALL IN SECTION 23, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN



FOR:
ST. FRANCES XAVIER
CATHOLIC SCHOOL SYSTEM
101 E. NORTHLAND AVE.
APPLETON, WI 54911

McMAHON
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
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DRAFTED BY: AMY M. SEDLAR

CERTIFIED SURVEY MAP

SHEET 2 OF 4

ALL OF LOT 1, NORTH PARK ESTATES, RECORDED IN VOLUME 18 OF PLATS ON PAGE 14 AS DOCUMENT NO. 529098, AND ALL OF LOTS 7, 8 AND 9, BLOCK 7, GREENFIELD PLAT, RECORDED IN VOLUME 16 OF PLATS ON PAGE 50 AS DOCUMENT NO. 490854, ALL LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4; AND UNPLATTED LANDS BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4; ALL IN SECTION 23, TOWNSHIP 21 NORTH, RANGE 17 EAST, CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR’S CERTIFICATE:

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S-2327, certify that I have surveyed, combined and mapped All of Lot 1, North Park Estates, recorded in Volume 18 of Plats on Page 14 as Document No. 529098, and All of Lots 7, 8 and 9, Block 7, Greenfield Plat, recorded in Volume 16 of Plats on Page 50 as Document No. 490854, all located in the Northwest 1/4 of the Northeast 1/4; and unplatted lands being part of the Northwest 1/4 of the Northeast 1/4; all in Section 23, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin containing 646,248 square feet (14.84 acres) of land and more particularly described as follows:

Commencing at the North 1/4 corner of said Section 23; Thence S00°01’43”W, 204.94 feet along the West line of the Northeast 1/4 of said Section 23; Thence S89°54’02”E, 34.51 feet to the South right-of-way line of E. Northland Avenue – C.T.H. 00 and the Point of Beginning; Thence N45°47’28”E, 157.39 feet along said South right-of-way line; Thence S89°54’02”E (recorded as S89°54’E, S89°55’E and N87°48’E), 1112.39 feet continuing along said South right-of-way line to the Northeast corner of said Lot 1 of North Park Estates; Thence S00°55’52”E (recorded as S00°56’E), 495.84 feet (recorded as 495.43 feet) along the West right-of-way line of N. Drew Street to the North right-of-way line of E. Greenfield Street; Thence N89°38’15”W (recorded as N89°40’W), 902.60 feet along said North right-of-way line to the West right-of-way line of N. Morrison Street; Thence S01°28’58”W (recorded as S01°28’W), 60.00 feet along said West right-of-way line to the Southeast corner of said Lot 8, Block 7 of Greenfield Plat; Thence N89°39’18”W (recorded as N89°40’W), 120.00 feet along the South line of said Lot 8 to the Northeast corner of said Lot 7, Block 7 of Greenfield Plat; Thence S01°28’41”W (recorded as S01°28’W), 109.43 feet along the East line of said Lot 7 to the Southeast corner thereof; Thence N89°51’19”W (recorded as N89°52’W), 220.55 feet (recorded as 220.7 feet) along the South line of said Lot 7 to the Southwest corner thereof and the East right-of-way line of N. Oneida Street; Thence N01°28’58”E (recorded as N01°28’E), 550.53 feet along said East right-of-way line to the Point of Beginning;

That I have made this survey by the direction of the Owners of said Land. I further certify that this map is a correct representation of all exterior boundary lines of the land surveyed and the combination of that land, and that I have complied with Section 236.34 of the Wisconsin Statutes and the City of Appleton Subdivision Ordinances in surveying, combining and mapping the same.

Dated this ____ day of _____, 20____

Douglas E. Woelz, S-2327
Wisconsin Professional Land Surveyor

SHEET 3 OF 4

CITY OF APPLETON APPROVAL:

Jacob A. Woodford, Mayor

CERTIFICATE OF CITY FINANCE DIRECTOR

Jeri A. Ohman, Finance Director

CERTIFICATE OF COUNTY TREASURER

County Treasurer

Date _____

Print Name _____

CERTIFIED SURVEY MAP

SHEET 4 OF 4

ALL OF LOT 1, NORTH PARK ESTATES, RECORDED IN VOLUME 18 OF PLATS ON PAGE 14 AS
DOCUMENT NO. 529098, AND ALL OF LOTS 7, 8 AND 9, BLOCK 7, GREENFIELD PLAT,
RECORDED IN VOLUME 16 OF PLATS ON PAGE 50 AS DOCUMENT NO. 490854,
ALL LOCATED IN THE NORTHWEST 1/4 OF THE NORTHEAST 1/4;
AND UNPLATTED LANDS BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4;
ALL IN SECTION 23, TOWNSHIP 21 NORTH, RANGE 17 EAST,
CITY OF APPLETON, OUTAGAMIE COUNTY, WISCONSIN

OWNER’S CERTIFICATE

St. Francis Xavier Catholic School System, Inc., as Owner(s), I(we) hereby certify that I(we) caused the land described on this Certified Survey Map to be surveyed, combined and mapped as represented on this Certified Survey Map. I(we) also certify that this Certified Survey Map is required by S.236.10 or S.236.12 of the Wisconsin Statutes to be submitted to the following for approval or objection: City of Appleton

Dated this _____ day of _____, 20____.

Signature

Signature

Print Name and Title

Print Name and Title

State of Wisconsin)
_____)SS
_____ County)

Personally came before me this _____ day of _____, 20____, the above named person to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public

_____ County, WI

My Commission Expires: _____

NOTE

- This CSM is all of Tax Parcels 316283500, 316283401, 316283400 and 316283300
- The property owner of record is St. Francis Xavier Catholic School System, Inc.
- This property is contained wholly within lands described in Document Nos. 2298625, 2302291, 1956324, 1828653 and 2033891.