



CITY OF APPLETON

MEMORANDUM

Date: August 12, 2026
To: Plan Commission
From: Colin Kafka, Principal Planner
Subject: Petition for Direct Annexation by Unanimous Approval Where No Owners/Electors Reside – 1893 West Spencer Street – Town of Grand Chute

GENERAL INFORMATION

Owner/Petitioner: Teresa Knuth, Fox Valley Holdings, LLC (Owner)

Address/Parcel Number: 1893 W. Spencer Street, 101147000 – Town of Grand Chute

Petitioner's Request: The owner/petitioner is requesting direct annexation by unanimous approval where no 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 owner is requesting the opportunity to connect to City water service.

Population of Such Territory: 0

Annexation Area: 1.3658 acres m/l

Plan Commission Meeting Date: August 12, 2026

Common Council Meeting Date: August 19, 2026

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 July 28, 2026, the Department of Administration (DOA) found the annexation (Petition File No. 14861) 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 property is developed with an industrial building.
- The area proposed for annexation is contiguous to the existing City boundary located to the southeast of the annexation area.
- Annexation of the subject property in question is consistent with the Intermunicipal Boundary Agreement with the Town of Grand Chute.
- City water infrastructure exists within the Whitman Avenue right-of-way. Annexation to the City of Appleton is required before the subject property could connect to the City's water.
- The subject property is adjacent to Whitman Avenue right-of-way.
- The City can provide Police and Fire services to the subject property.
- *Plan Appleton*, the City's Comprehensive Plan identifies the subject area as future industrial.
- The owner is requesting the City Plan Commission initiate a zoning map amendment (rezoning) for the annexation area from AG Agricultural District to a zoning classification of M-2 General Industrial District. This request is consistent with *Plan Appleton*, future land use map.

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

North: City of Appleton. M-2 General Industrial District. The adjacent land use to the north is industrial.

South: City of Appleton. M-2 General Industrial District. The adjacent land use to the south is industrial.

East: City of Appleton. M-2 General Industrial District. The adjacent land use to the east is industrial.

West: Town of Grand Chute. The adjacent land use to the west is residential.

Plan Appleton: The City's Comprehensive Plan future land use map identifies the subject area as future industrial. The proposed annexation is consistent with the following goals and strategies of Plan Appleton.

Growth | Coordinate growth areas with boundary agreements to ensure orderly and efficient development by collaborating with surrounding jurisdictions.

Development Review Team (DRT) Report: This item appeared on the July 21, 2026 Development Review Team agenda. No negative comments were received from participating departments.

RECOMMENDATION

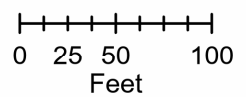
Staff recommends the 1893 W. Spencer Street - Knuth Annexation, as shown on the attached maps, **BE APPROVED** with the following stipulation:

1. The Plan Commission initiates the zoning map amendment (rezoning) for the subject property from AG Agricultural District to the zoning classification of M-2 General Industrial District pursuant to Section 23-65(h) which is consistent with *Plan Appleton*, pursuant to Section 23-65(e)(1)a. of the Municipal Code.

W SPENCER ST

Subject Area

S WHITMAN AV





CITY OF APPLETON

PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES WHERE NO ELECTORS RESIDE IN TERRITORY

I/We, the undersigned, constituting all of the owners of the real property in which no electors reside in the following territory of the town(s) 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 to the City of Appleton, Outagamie County, Wisconsin.

A PARCEL OF LAND BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWNSHIP 21 NORTH, RANGE 17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SECTION 33; THENCE S89°57'29"W, 48.89 FEET ALONG THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 33 TO THE NORTHERLY EXTENSION OF THE WEST LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD TRACK NO. 2, THENCE S00°22'06"E, 33.00 FEET ALONG SAID EXTENSION TO THE SOUTH RIGHT-OF-WAY LINE OF W. SPENCER STREET AND THE POINT OF BEGINNING; THENCE CONTINUING S00°22'06"E, 220.16 FEET ALONG THE WEST LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD TRACK NO. 2; THENCE SOUTHERLY, 280.67 FEET ALONG THE ARC OF A 717.88 FOOT RADIUS CURVE OF SAID WEST LINE TO THE LEFT, HAVING A CHORD WHICH BEARS S10°27'11"E AND IS 278.88 FEET IN LENGTH, TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 33; THENCE S00°21'45"E, 92.45 FEET ALONG SAID EAST LINE TO THE NORTHEASTERLY RIGHT-OF-WAY LINE OF THE FOX VALLEY AND WESTERN RAILROAD; THENCE N45°14'15"W, 340.76 FEET ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE TO THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD; THENCE NORTHEASTERLY, 378.22 FEET ALONG THE ARC OF A 1486.62 FOOT RADIUS CURVE OF SAID SOUTHEASTERLY RIGHT-OF-WAY LINE TO THE LEFT, HAVING A CHORD WHICH BEARS N23°08'00"E AND IS 377.20 FEET IN LENGTH, TO THE SOUTH RIGHT-OF-WAY LINE OF W. SPENCER STREET; THENCE N89°57'29"E, 41.16 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

I/We, 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.

I/We further respectfully request that the City Plan Commission initiate a rezoning for the subject property, from AG Agricultural District to a zoning classification of M-2 General Industrial District.

Area of lands to be annexed contains 1.3658 acres m/l.

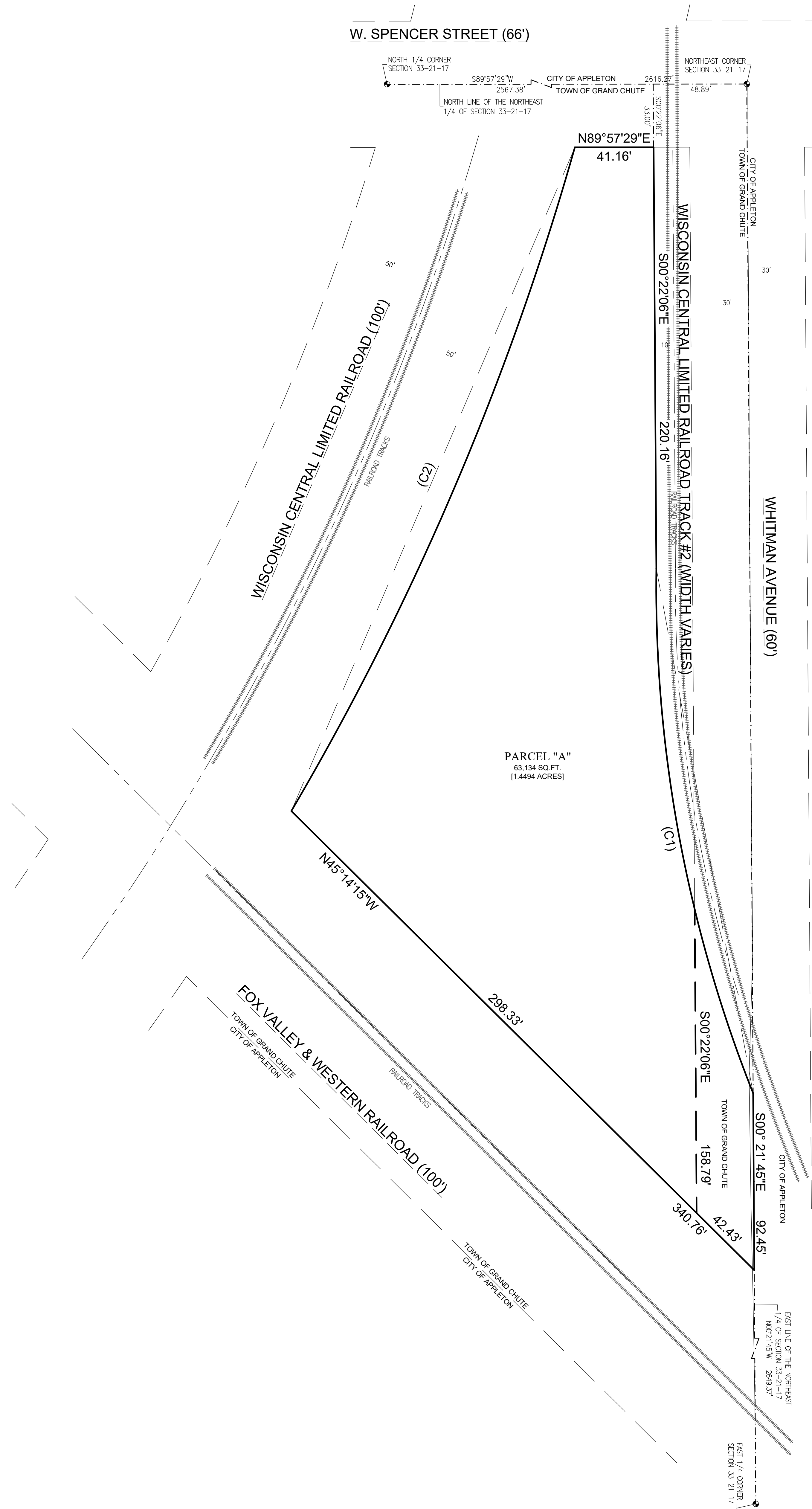
Tax Parcel number of lands to be annexed: 101147000.

The current population of such territory is 0.

Signature of Petitioner/Owner	Date of Signing	Address of Petitioner (Include Zip Code)
	7/7/26	2 Reid Ct., Appleton, WI 54914
Teresa Knuth, Representative for Fox Valley Holdings, LLC		

"EXHIBIT MAP FOR ANNEXATION "

1893 W. SPENCER STREET
TOWN OF GRAND CHUTE
OUTAGAMIE COUNTY, WISCONSIN
PARCEL ID: 101147000

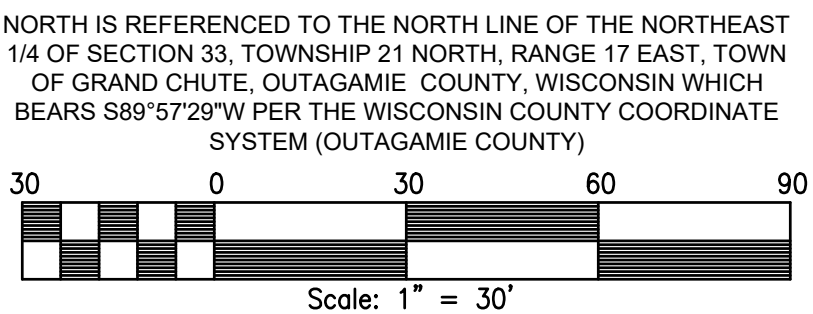


LEGAL DESCRIPTION OF PARCEL "A" (PROPOSED TERRITORY TO BE ANNEXED TO THE CITY OF APPLETON):
A PARCEL OF LAND BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWNSHIP 21 NORTH, RANGE 17 EAST, TOWN OF GRAND CHUTE, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SECTION 33; THENCE S89°57'29"W, 48.89 FEET ALONG THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 33 TO THE NORTHERLY EXTENSION OF THE WEST LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD TRACK NO. 2; THENCE S00°22'06"E, 33.00 FEET ALONG SAID EXTENSION TO THE SOUTH RIGHT-OF-WAY LINE OF W. SPENCER STREET AND THE POINT OF BEGINNING; THENCE CONTINUING S00°22'06"E, 220.16 FEET ALONG THE WEST LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD TRACK NO. 2; THENCE SOUTHERLY, 280.67 FEET ALONG THE ARC OF A 717.88 FOOT RADIUS CURVE OF SAID WEST LINE TO THE LEFT, HAVING A CHORD WHICH BEARS S10°27'11"E AND IS 278.88 FEET IN LENGTH, TO THE EAST LINE OF THE NORTHEAST 1/4 OF SECTION 33; THENCE S00°21'45"E, 92.45 FEET ALONG SAID EAST LINE TO THE NORTHEASTERLY RIGHT-OF-WAY LINE OF THE FOX VALLEY AND WESTERN RAILROAD; THENCE N45°14'15"W, 340.76 FEET ALONG SAID NORTHEASTERLY RIGHT-OF-WAY LINE TO THE SOUTHEASTERLY RIGHT-OF-WAY LINE OF THE WISCONSIN CENTRAL LIMITED RAILROAD; THENCE NORTHEASTERLY, 378.22 FEET ALONG THE ARC OF A 1486.62 FOOT RADIUS CURVE OF SAID SOUTHEASTERLY RIGHT-OF-WAY LINE TO THE LEFT, HAVING A CHORD WHICH BEARS N23°08'00"E AND IS 377.20 FEET IN LENGTH, TO THE SOUTH RIGHT-OF-WAY LINE OF W. SPENCER STREET; THENCE N89°57'29"E, 41.16 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

CURVE TABLE:					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	717.88'	22°24'04"	280.67'	278.88'	S10°27'11"E
C2	1486.62'	14°34'38"	378.22'	377.20'	N23°08'00"E



LEGEND:
COUNTY MONUMENT



TERESA KNUTH

2 REID COURT
APPLETON, WI 54912

PROJECT: EXHIBIT MAP TO BE USED IN ANNEXATION

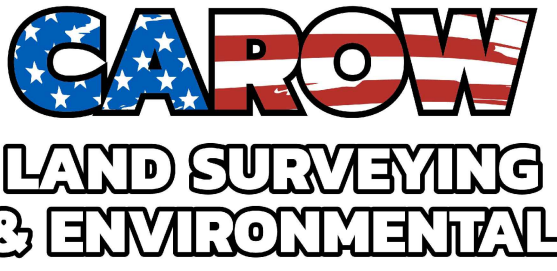
DESIGNED

DRAWN

BTL

CHECKED

FNZ



CAROW LAND SURVEYING & ENVIRONMENTAL

615 N. LYNNDAL DRIVE,
APPLETON, WISCONSIN 54914
PHONE: (920)731-4168

N5841 STATE HIGHWAY 47-55,
SHAWANO, WISCONSIN 54166
PHONE: (920)731-4168

INT.	DATE	REVISIONS
BTL	3/26/2026	BOUNDARY

1/1

SHEET NO.

SCALE

1" = 30'

DATE

2/27/2026

PROJECT NO.

C943.26-26



State of Wisconsin Department of Administration

Tony Evers, Governor

Kathy Blumenfeld, Secretary

Dawn Vick, Division Administrator

Division of Intergovernmental Relations

Date: July 28, 2026

PETITION FILE NO. 14861

To: 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

From: **Municipal Boundary Review**
PO Box 1645, Madison WI 53701
Voice (608) 261-6097 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview>

Subject: KNUTH ANNEXATION

The proposed annexation submitted to our office on July 08, 2026, 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 14861 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=2937>
Please call me at (608) 261-6097, should you have any questions concerning this annexation review.

Sincerely,



Bradley T. Vowels-Katter
Municipal Boundary Review – DOA
Direct (608) 261-6097
bradley.vowelskatter@wisconsin.gov
<http://doa.wi.gov/municipalboundaryreview>

cc: petitioner