



CITY OF APPLETON

MEMORANDUM

Date: January 14, 2026
To: Plan Commission
From: Lindsey Smith, Principal Planner
Subject: Petition for Direct Annexation by Unanimous Approval Where No Owners/Electors Reside – 5730 N. Ballard Road – Town of Grand Chute

GENERAL INFORMATION

Owner/Petitioner: Penny Schweitzer, Owner

Address/Parcel Number: 5730 N. Ballard Road, 101157600 – 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 City water and sanitary sewer service.

Population of Such Territory: 0

Annexation Area: 1.69 acres m/l

Plan Commission Meeting Date: January 14, 2026

Common Council Meeting Date: January 21, 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.

STAFF ANALYSIS

The Community Development Department staff has reviewed the annexation petition and identified the following:

- Currently, the subject property is developed with a single-family dwelling.
- The area proposed for annexation is contiguous to the existing City boundary located to the north and east 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 and sanitary sewer infrastructure is already installed along Ballard Road. Annexation to the City of Appleton is required before the subject property could connect to the City's water and sanitary sewer.
- The subject property is adjacent to Ballard Road 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 suburban residential.
- 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 R-1B Single-family Residential District, Shoreland-Wetland District, and Floodplain 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. R-1B Single-family District. The adjacent land uses to the north are residential.

South: Town of Grand Chute. The adjacent land use to the south is residential.

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

West: City of Appleton. R-1B Single-family District. The adjacent land use to the west is Ballard Road.

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

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.

Housing Choice | Maintain a variety of housing options, both rental and ownership, throughout Appleton.

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

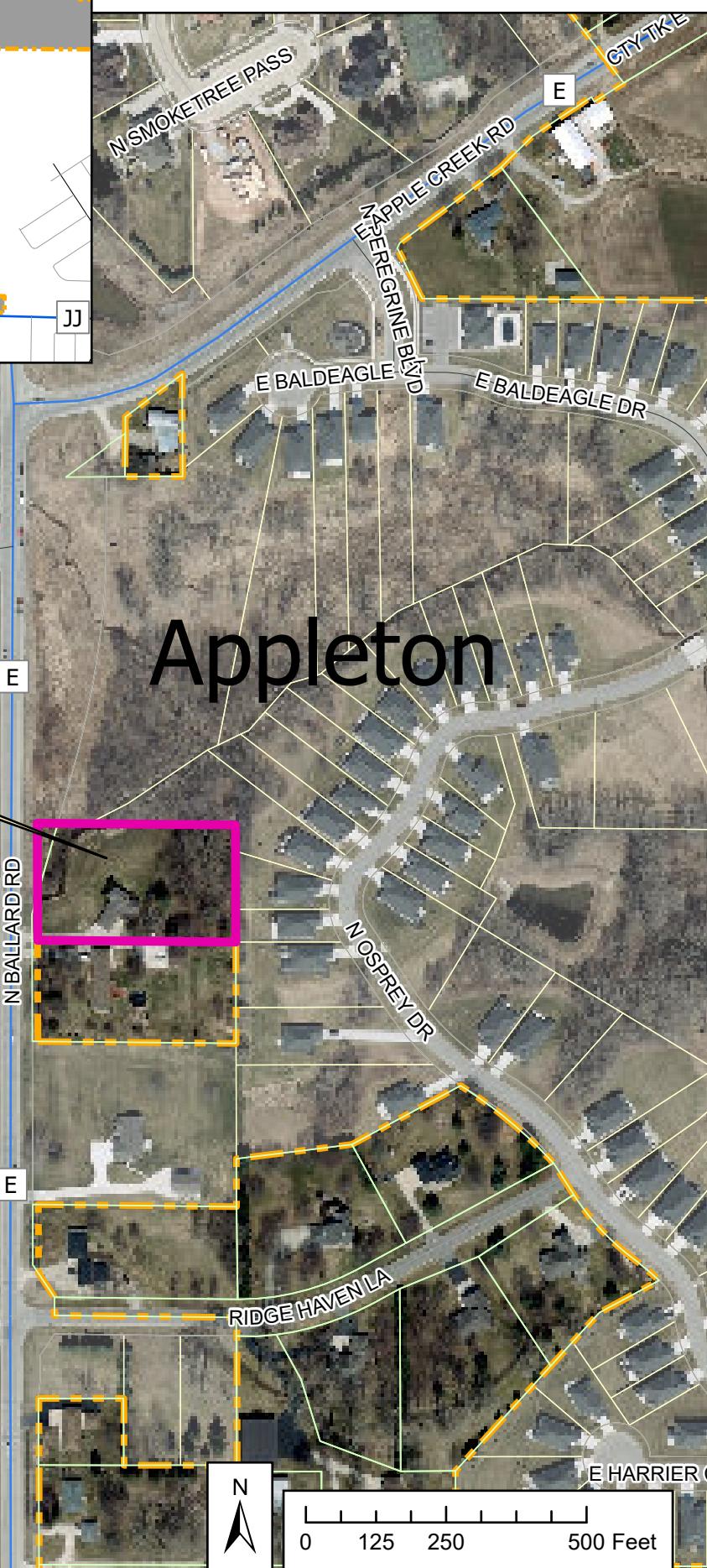
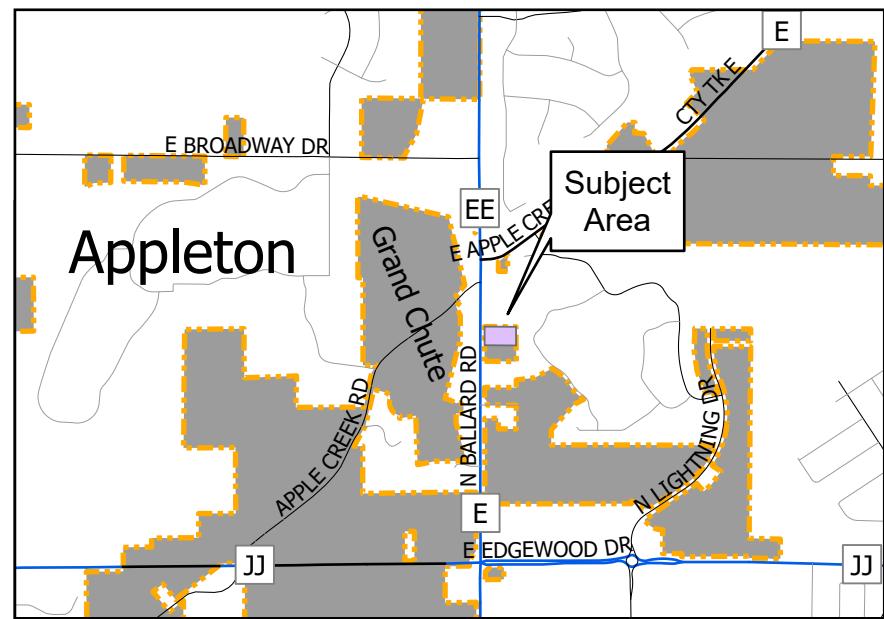
Development Review Team (DRT) Report: This item appeared on the December 23, 2025 Development Review Team agenda. No negative comments were received from participating departments.

RECOMMENDATION

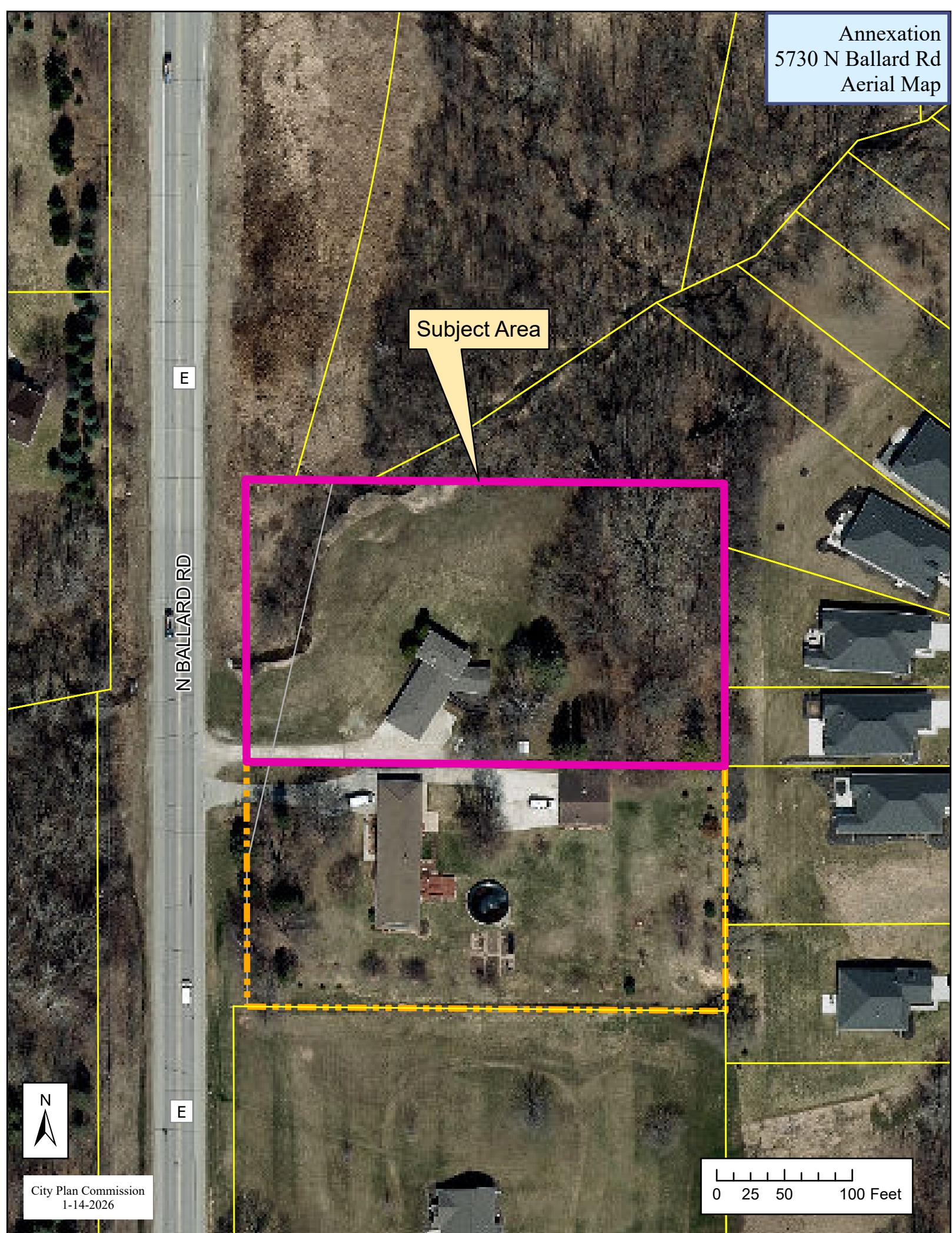
Staff recommends 5730 N. Ballard Road Annexation, as shown on the attached maps, **BE APPROVED** with the following stipulation:

1. The Plan Commission initiates the zoning map amendment (rezoning) for the subject property from AG Agricultural District to the zoning classification of R-1B Single Family District, Shoreland-Wetland District, and Floodplain 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.

Annexation
5730 N. Ballard Road
Vicinity Map



Annexation
5730 N Ballard Rd
Aerial Map





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, 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.

Legal description(s) of proposed territory to be annexed:

A part of the Northwest 1/4 of the Southwest 1/4 of Section 6, Township 21 North, Range 18 East, Town of Grand Chute, Outagamie County, Wisconsin, containing 73,768 square feet (1.69 acres) of land and more fully described as follows:

Commencing at the West 1/4 corner of said Section 6; thence South 89 degrees 27 minutes 19 seconds East, 50.00 feet along the North line of the Southwest 1/4 of said Section 6 to the City of Appleton/ Town of Grand Chute corporate limits and the Point of Beginning; thence continue South 89 degrees 27 minutes 19 seconds East, 352.96 feet along said North line to the Northeast corner of Lands described in Document No. 2063812 and the boundary of Apple Ridge, a recorded subdivision in the City of Appleton; thence South 00 degrees 09 minutes 08 seconds East, 209.00 feet along the said boundary and the East line of said Lands to the Southeast corner thereof; thence North 89 degrees 27 minutes 19 seconds West, 352.96 feet along the South line of said Lands to the City of Appleton/ Town of Grand Chute corporate limits; thence North 00 degrees 09 minutes 08 seconds West, 209.00 feet along said corporate limits to the Point of Beginning.

I, 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 further understand the subject property will be assigned a zoning classification of AG Agricultural District, pursuant to Section 23-65(h)(3) of the Appleton Zoning Ordinance with no public hearing required. I further respectfully request that the City Plan Commission initiate a rezoning for the proposed territory to be annexed from AG Agricultural District to a zoning classification of R-1B Single-family District, Shoreland-Wetland District, and Floodplain District.

Area of lands to be annexed contains 1.69 acres m/l.

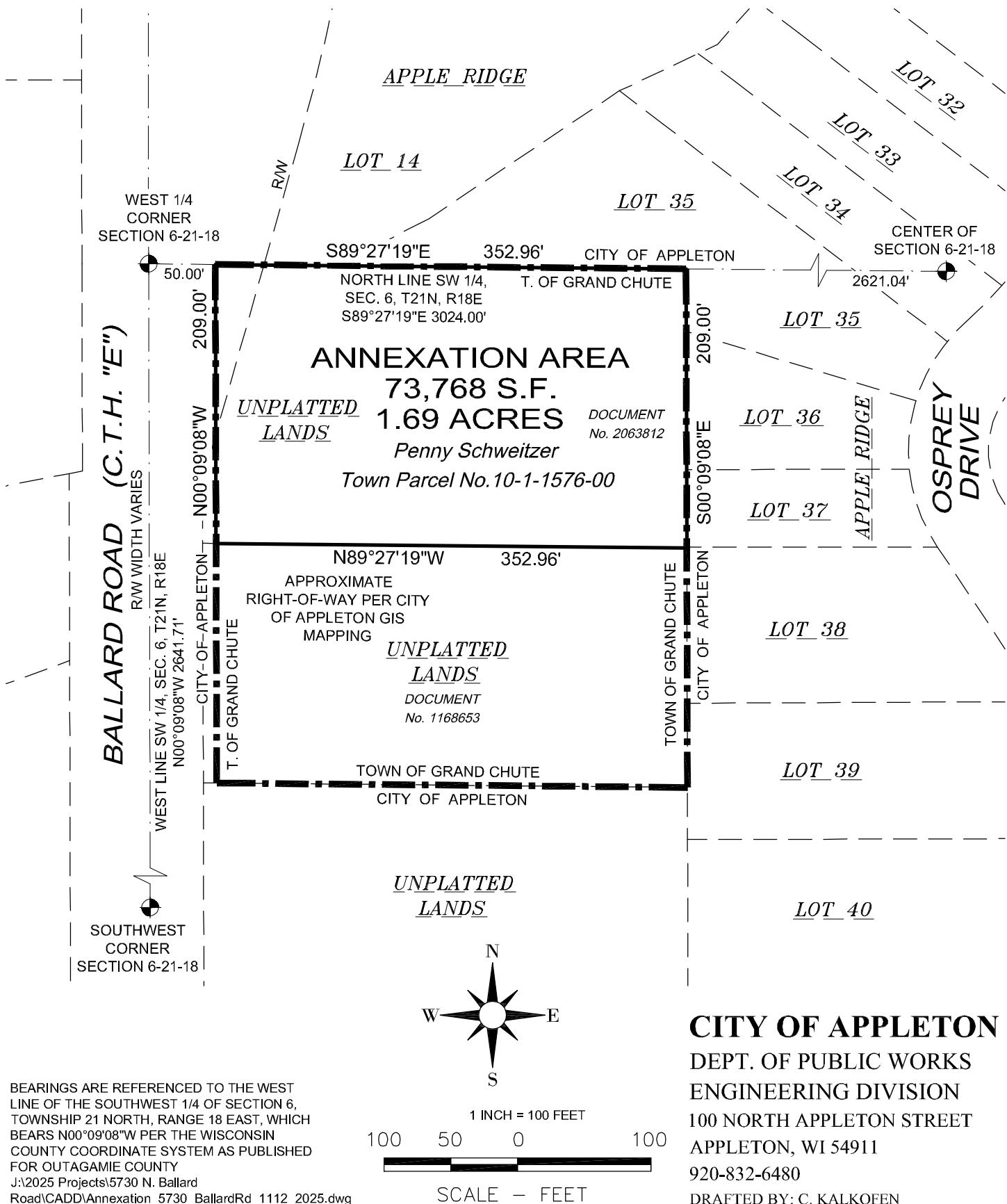
Tax Parcel number of lands to be annexed: 101157600

The current population of such territory is 0.

Signature of Petitioner/Owner	Date of Signing	Address of Petitioner (Include Zip Code)
Penny Schweitzer	12-17-2025	W1312 Ray Road, De Pere, WI 54115

ANNEXATION EXHIBIT

Part of the Northwest 1/4 of the Southwest 1/4 of Section 6, Township 21 North, Range 18 East, Town of Grand Chute, Outagamie County, Wisconsin.



BEARINGS ARE REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 6, TOWNSHIP 21 NORTH, RANGE 18 EAST, WHICH BEARS N00°09'08"W PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR OUTAGAMIE COUNTY
J:2025 Projects\5730 N. Ballard Road\Annexation 5730 Ballard Rd 1112 2025