



# CITY OF APPLETON

## MEMORANDUM

**Date:** January 14, 2026  
**To:** City Plan Commission  
**From:** Lindsey Smith, Principal Planner  
**Subject:** Street discontinuance to vacate a portion of Canal Street right-of-way

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## GENERAL INFORMATION

**Owner/Applicant:** City of Appleton / Corey Kalkofen, Department of Public Works

**Location:** Southern half of Canal Street, located 120' west of S. Lawe Street

**Owner/Applicant's Request:** The applicant is requesting a street discontinuance to vacate a portion of Canal Street right-of-way.

**Municipal Services Committee Meeting Date:** January 12, 2026

**Plan Commission Meeting Date:** January 14, 2026

**Common Council Meeting Date – Initial Resolution:** January 21, 2026

**Common Council Meeting Date – Public Hearing (40-day waiting period):** March 4, 2026

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## BACKGROUND

As 901 S. Lawe Street was in the process of changing ownership, the buyer reached out to the City to acquire an agreement for their private driveway in the City's right-of-way. In 1987, a site plan was approved for 901 S. Lawe Street that allowed the driveway in the City's right-of-way. The site plan referred to an agreement, but staff could not locate an agreement. As an agreement was not located, City Departments reviewed if the southern half (30 feet) of Canal Street, starting at S. Lawe Street right-of-way continuing 120 feet to the west, should be retained for public purposes. City Departments agreed there was no future public purpose for this portion of Canal Street and supported a partial street discontinuance of Canal Street.

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## STAFF ANALYSIS

**Title to Vacated Street:** When vacated, the land reverts to its original source, which in this case includes the parcel located adjacent to the proposed vacation area. Consequently, title to the street segments being vacated would belong to the adjoining property owner. As shown on the attached map, the adjoining property owner would acquire the vacated Canal Street right-of-way of approximately 3,600 square feet.

**Existing Public Utilities:** There are no public utilities within the entire length and width of the vacated right-of-way; therefore, no easement is required by the City.

**Street Right-of-Way Width:** This portion of Canal Street is approximately 60 feet wide, only the southern 30 feet are being vacated, starting at S. Lawe Street right-of-way and continue 120 feet to the west.

**Surrounding Zoning and Land Uses:** The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally residential and institutional in nature.

North: M-2 General Industrial District. The adjacent land use to the north is remainder of Canal Street right-of-way.

South: C-2 General Commercial District. The adjacent land use to the south is commercial.

East: CBD Central Business District. The adjacent land use to the east is S. Lawe Street right-of-way.

West: R-1B Single-family District. The adjacent land use to the west is single family residential.

**Plan Appleton:** The proposed street vacation is consistent with the following excerpts from the *Plan Appleton*, the City Comprehensive Plan.

*Goal E, Economic Development*

*Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.*

*Strategies, Development*

*Encourage new development and redevelopment activities that create vital and attractive neighborhoods and business districts.*

**Development Review Team (DRT) Report:** This item appeared on the November 18, 2025 DRT agenda. No negative comments were received from participating departments.

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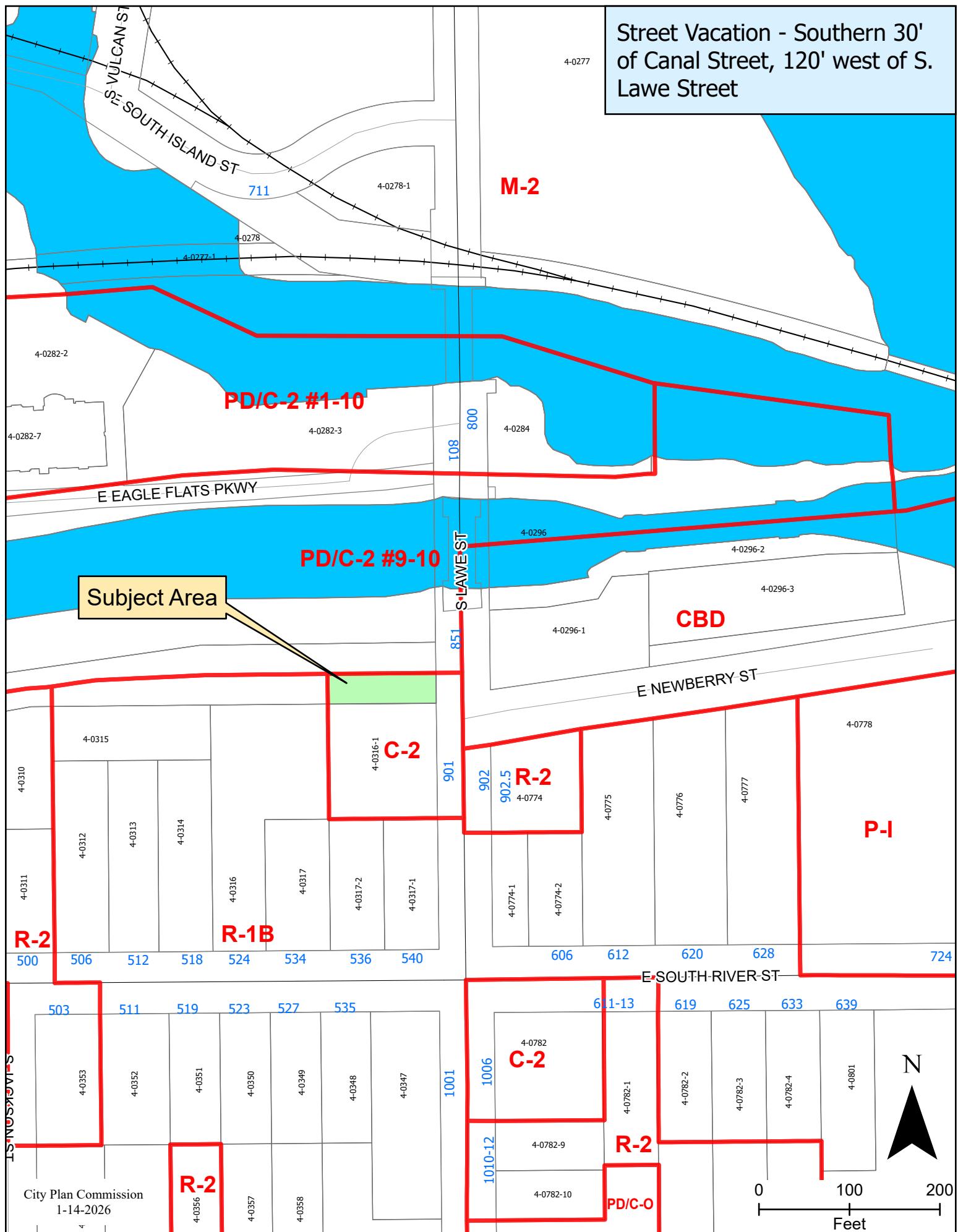
## FUTURE ACTION

**Certified Survey Map:** The property owner at 901 S. Lawe Street will be required to submit an application for Certified Survey Map (CSM) review pursuant to Division 4, Minor Land Division (CSM) of the City of Appleton Subdivision Code prior to any construction commencing or issuance of building permits within the vacated Canal Street. Staff will review the CSM for conformance with the City's Municipal Code.

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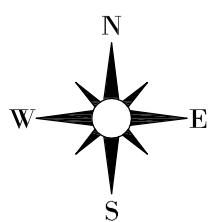
## RECOMMENDATION

Staff recommends the discontinuance of a portion of Canal Street public right-of-way, as shown on the attached map and legal description, and the adoption of the Initial Resolution, **BE APPROVED**.



# EXHIBIT "A"

A strip of land 120 feet more or less wide and 30 feet deep, located North of and adjacent to Lots 15 & 16, Block 2, Edward West's Plat according to the recorded Assessor's Map of the City of Appleton, being a part of Government Lot 1 of Section 35, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin, containing 3,600 square feet of land more or less.



1 INCH = 60 FEET  
60 30 0 60  
SCALE — FEET

**CITY OF APPLETON**

DEPT. OF PUBLIC WORKS

ENGINEERING DIVISION

100 NORTH APPLETON STREET

APPLETON, WI 54911

920-832-6480

DRAFTED BY: C. KALKOFEN

## ***INITIAL RESOLUTION***

**WHEREAS**, the public interest requires that a portion of Canal Street, the southern 30 feet, 120 feet west of South Lawe Street, that has not previously been vacated, be vacated and discontinued,

**BE IT RESOLVED**, that the Common Council of the City of Appleton, Wisconsin, hereby determines that the public interest requires that a portion of Canal Street, City of Appleton, Outagamie County, Wisconsin, as hereinafter described, is hereby vacated and discontinued pursuant to §66.1003 of the Wisconsin Statutes.

### **LEGAL DESCRIPTION**

*A strip of land 120 feet more or less wide and 30 feet deep, located North of and adjacent to Lots 15 & 16, Block 2, Edward West's Plat according to the recorded Assessor's Map of the City of Appleton, being a part of Government Lot 1 of Section 35, Township 21 North, Range 17 East, City of Appleton, Outagamie County, Wisconsin, containing 3,600 square feet of land more or less.*

See also attached Exhibit "A" for illustration.

### **COMMON DESCRIPTION:**

Portion of Canal Street, the southern 30 feet, 120 feet west of South Lawe Street, that has not previously been vacated

**FURTHER RESOLVED**, that the City Clerk of the City of Appleton be authorized and directed to give notice required by §66.1003 of the Wisconsin Statutes.

**FURTHER RESOLVED**, that according to §66.1005 of the Wisconsin Statutes, upon vacation and discontinuance of said part of Canal Street, title to the above-described street shall belong to the adjoining property owner of 901 South Lawe Street and shall acquire an ownership interest in the entire area being vacated as shown on the attached Exhibit Map.

By: \_\_\_\_\_

Date: \_\_\_\_\_  
City Law A25-0481

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