

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, November 7, 2024 at 4:00 PM

MINUTES

In-Person

1. Roll Call

Members present: Giovanna Feller, Mayor Tony Penterman, John Neumeier, Pennie Thiele, Michael Avanzi, Brett Jensen, John Moore, Ken Schoenike

Other(s) present: Planning and Community Development Director Dave Kittel, Associate Planner Adrienne Nelson

2. Approval

a. Approval of minutes from October 17, 2024 meeting.

Moore made a motion to approve the minutes from the October 17, 2024 meeting. Seconded by Feller. Motion passed unanimously.

3. Public Hearing

a. Introduction to the Special Exception Request at 152 Plank Road.

Director Kittel provided an overview of the special exception request at 152 Plank Road for an adult family home under the community living arrangement provision in City ordinance.

b. Public Hearing – Special Exception to allow for operation of a community living arrangement/home at 152 Plank Road.

Mayor declared the public hearing open and asked if anyone in the Council Chambers wished to address the Plan Commission regarding the special exception request at 152 Plank Road.

After asking two more times if anyone wished to address the commission, no one appeared, and Mayor Penterman declared the public hearing closed.

4. Old business

None

5. New business

a. Special Exception Request - 152 Plank Road

Director Kittel introduced the topic again. He informed the commission that he had received some calls from residents asking for clarification about the special exception request. An adjacent resident expressed concern about the special exception request and how it would affect property values and safety. A discussion ensued among commission members.

Commissioner Neumeier expressed concern about a specific resident who had stayed at a different facility run by the applicant, located at 150 Plank Road. This resident was responsible for numerous police calls to the facility, mostly for welfare checks, over a two-month period. The resident was then moved to a different, more restrictive facility. Commissioner Neumeier explained that this sort of behavior causes a strain on fire and police services.

Commissioner Schoenike asked how many supervisors were at each facility owned by the applicant. The applicant, Zurieth Ahmed, stated that there is a staff member at each individual facility and 24/7 supervision. They have to obtain licensing for each facility, and they must meet 36 criteria set forth by the Wisconsin Department of Health Services (DHS).

Director Kittel clarified that this facility would be located in a multifamily area in a quadplex.

Commissioner Neumeier stated that having one group operating three facilities in Kaukauna would make more sense than having multiple groups operating individual facilities. He could see a benefit to authorization in this case.

Commissioner Thiele stated that this type of facility would work better in a multifamily neighborhood than a single-family neighborhood but expressed concern about the pattern of police calls.

Director Kittel drew attention to the Planning and Community Development Department's recommendation, specifically recommendation number six, which would allow a review of the special exception to be made if more than two complaints were made about the facility in a calendar year. He clarified that the calendar year

component could be removed, and that the review could be triggered if more than two or more complaints were made at any time.

Zurieth Ahmed, the applicant, spoke on her special exception request. She explained that her facilities offer mental health services. She also spoke about the resident at 150 Plank Road who had made numerous calls to the police. The resident had been sent over from Brown County, with the belief that they could handle a less restrictive facility. When that turned out to not be the case, they were again moved to a more restrictive facility. Ahmed runs a total of six facilities, and this would be her seventh. Currently, she has two in Kaukauna, two in Appleton, and two in De Pere.

Avanzi made a motion to approve the recommendation of the special exception by the Planning and Community Development Department, with all the conditions listed in the memo. Seconded by Schoenike. Roll call vote.

Moore Nay
Neumeier Aye
Feller Aye
Jensen Aye
Thiele Nay
Schoenike Aye
Penterman Aye
Avanzi Aye.

Motion passed.

b. Certified Survey Map Review – Parcel 323110203 & 32311031

Director Kittel introduced the CSM.

Moore made a motion to approve the CSM and recommended the same to Common Council with the Right of Way along Buchanan Rd. Seconded by Jensen. Motion passed unanimously.

c. Certified Survey Map Review – 1217 Desnoyer Street

Associate Planner Nelson introduced the CSM.

Thiele made a motion to approve the CSM and recommended the same to Common Council. Seconded by Moore. Motion passed unanimously.

d. Certified Survey Map Review – The Reserve

Director Kittel introduced the CSM.

Neumeier made a motion to approve the CSM and recommended the same to Common Council. Seconded by Jensen. Motion passed unanimously.

e. Geothermal Wells in Hydro Park

Director Kittel went over a request by Kaukauna Utilities. They requested access to Hydro Park to test bore a geothermal well before coming back for final approval. Kaukauna Utilities received a one million dollar grant for this two million dollar project. It will help them reduce their carbon footprint and eliminate their natural gas usage.

Neumeier made a motion to approve. Seconded by Jensen. Avanzi recused himself. Motion passed unanimously.

f. Park Donation – ADA Portable Toilet Konkapot Trailhead

Director Kittel went over a donation from Kaukauna Utilities for an ADA portable toilet to be located at the Konkapot Trailhead from November through April.

Penterman made a motion to approve. Seconded by Feller. Avanzi recused himself. Motion passed unanimously.

g. Park Bench Donation

Director Kittel went over a donation from the Natrop family. They wish to donate two benches. The first bench would be located on Konkapot Trail and would be the last bench to be placed on the trail. The second bench would be located at Hydro Park, or on the Fox Locks Trail if a more expensive bench was required for Hydro Park.

Some discussion ensued about bench type. It was decided that the City would move forward with utilizing the standard bench format, regardless of the existence of specialized benches at certain park locations. Commissioner Thiele stated that she does not mind the usage of a standardized bench format. The commission agreed that that is what should be used moving forward.

Neumeier made a motion to approve the park bench donation on Konkapot trail and the bench at hydro park in the standardized bench format and direct staff to work with the donors for final location. Seconded by Thiele. Motion passed unanimously.

6. Other Business

None

7. Adjourn

Avanzi made a motion to adjourn the meeting. Seconded by Schoenike. Motion carried, meeting adjourn

