

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, November 6, 2025 at 4:00 PM

MINUTES

In-Person in Council Chambers

Mayor Penterman called the meeting to order at 4:00 p.m.

1. Roll Call

Members Present: Brett Jensen, John Neumeier, John Moore, Michael Avanzi (virtual), Ken Schoenike, Pennie Thiele, Mayor Tony Penterman

Absent: Giovanna Feller

Other(s) Present: Director of Planning and Community Development Dave Kittel, Associate Planner Adrienne Nelson, Representatives from the Girl Scout Cadette Troop

Moore made a motion to excuse the absent member. Seconded by Jensen. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from October 23, 2025

Moore made a motion to approve the minutes from October 23, 2025. Seconded by Jensen. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. DAR Monument

Director Kittel introduced the proposal submitted by the Daughters of the American Revolution (DAR) to create a parklet at the corner of Hendricks and Reaume Avenue and donate an updated monument in honor of Captain Hendrick Aupaumut. This donation would replace the existing, older rock monument at this location with a large stone

monument in his honor. Benches, flowers grown from seeds donated by the Stockbridge Tribe, and a Little Free Library would be included in the parklet alongside the updated monument. This would be a huge update for the area and a great opportunity to pay homage to someone who lived in the area who served in the Revolutionary War. DAR will be donating the monument and raising funds for paving the sitting area. The sidewalks will be added in later, and for now the only connection point would be to the main sidewalk. For the green area, staff is looking at utilizing clover instead of grass.

Moore commented that DAR has done some very thorough research in preparation for this monument. This parklet will make the intersection more inviting, and he is in support of the project.

Neumeier clarified that staff has recommended that the sidewalks be added in later because the roads will be getting paved in the next five years. If the sidewalks were put in now, they would need to be removed during that time. Once the roads are re-paved, the sidewalk can be extended, and a crosswalk can be added in. Staff will work with DAR on the final design and help determine what work can be done now, and what work can be done after the roads have been re-paved.

Mayor Penterman agreed with Moore's comments. This will enhance this intersection and pay homage to Captain Hendrick Aupaumut.

Neumeier made a motion to approve the proposed park donation from DAR in honor of Hendrick Aupaumut and the formal creation of a parklet at the corner of Hendricks and Reaume Avenue with the final site design to be approved by staff. Seconded by Thiele. The motion passed unanimously.

b. Girl Scout Silver Award Mural

Representatives Abby, Lillian, and Kenzie from the Girl Scout Cadette Troop introduced their proposal to paint a mural inside the tunnel leading under the CE Trail by Electa Quinney Elementary School. The tunnel is dim and has had issues with graffiti. They want to brighten it

up and add positive words for everyone to see when they pass through. It would beautify the community and appreciated for many years to come.

Mayor Penterman commented that the proposed designs look very nice.

Schoenike inquired as to how the troop plans to do the painting.

Lillian explained that they plan to get assistance from family members and other troops to complete the painting.

Schoenike commented that the mural on Catherine Street has held up well and recommended that the troop look into what sort of painting material was used there.

Neumeier added that there is currently an anti-graffiti coating on the tunnel which may take some work to remove. He likes the colorful designs, and is excited to see the finished product.

Thiele commented that she walks in the area very often and that she loves the idea. It will be a great talking point for those who live in the area and those who walk through the tunnel. She thanked the troop for helping to beautify her neighborhood. She then asked Neumeier if there were any concerns with how wet the tunnel can get in the springtime. Will this wreck the paint?

Neumeier stated that, when the troop reapplies the anti-graffiti coating, the mural should be well protected.

Moore asked if the mural would be completed by the end of next year.

Abby confirmed that the mural would be completed by the end of next year, as it needs to be done before the start of her freshman year in order to obtain her silver award.

Schoenike asked if anything else was needed from the city besides approval of the mural.

Nick Voigt, father of one of the troop members, mentioned that they would appreciate some guidance on how best to remove the anti-graffiti coating.

Thiele made a motion to approve the request to install a mural on the tunnel under the CE Trail by Electa Quinney Elementary School with the condition that, if any significant alterations are made to the proposed design, the applicants will come back before the Plan Commission to receive approval of the updated design. Seconded by Schoenike. The motion passed unanimously.

c. Annexation Petition Review – DeBruin Parcel 200049900

Director Kittel introduced the request for direct, unanimous annexation received from Thomas DeBruin for parcel 200049900. This parcel is a single-family property located in the Town of Vandebroek. The owners are requesting annexation in order to obtain access to municipal sewer and water. Staff has reviewed the request and, if approved by the Plan Commission, the annexation would then go before the Common Council for final approval. The property would default to residential single-family zoning upon annexation, so there would be no need to rezone the property.

Moore asked who would pay for the sewer and water hookup.

Kittel explained that sewer and water hookup fees are paid by the applicant.

Thiele inquired about an item noted in the annexation review questionnaire that stated that property tax payments must be made by the City of Kaukauna to the Town of Vandebroek for five years for the annexed property.

Kittel explained that this is common since there are no existing boundary agreements between the City of Kaukauna and the Town of Vandenbroek. It provides funding for the town until they can re-work their budget without the annexed property.

Thiele asked if that was standard practice for annexations.

Kittel explained that it is standard practice and is a state requirement. When farm fields are annexed into the city the cost is nominal, but because there is a home on this property the property tax payments are a little higher. A boundary agreement can be looked into in the future.

Moore made a motion to approve Thomas DeBruin's petition for unanimous annexation from the Town of Vandenbroek to the City of Kaukauna for parcel 200049900. Seconded by Neumeier. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Moore made a motion to adjourn the meeting. Seconded by Jensen. Motion passed unanimously. The meeting adjourned at 4:17 p.m.

