

PLAN COMMISSION

City of Kaukauna
Council Chambers
Municipal Services Building
144 W. Second Street, Kaukauna



Thursday, December 07, 2023 at 4:00 PM

MINUTES

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

1. Roll Call.

Members present: Michael Avanzi via Phone, Giovanna Feller, John Moore, John Neumeier, Mayor Penterman, Pennie Thiele, Ken Schoenike

Other(s) present: Lily Paul – Associate Planner, Brad Rymer – Vierbicher

2. Approval of Minutes.

a. Approve Minutes from November 9, 2023 Meeting

Moore made a motion to approve the minutes from November 9, 2023. Feller seconded the motion. The motion passed unanimously.

3. New Business.

a. Site Plan Review - Enterprise Electric

AP Lily presented a new 9,600 sq ft building for Enterprise Electric on Driessen Drive. Parking and setback requirements in the Industrial Park Zoning Code and Industrial Park South Covenants are being met.

Schoenike made a motion to approve the site plan for Enterprise Electric with the following conditions:

- Prior to issuance of building permits, must obtain Stormwater and Erosion Control permits from Engineering Department
 - o Add inlet protection to existing inlet 1
- Update façade with a decorative masonry wainscoting
- Landscape plan is submitted showing one canopy tree and a screened dumpster enclosure
- Location is shown for snow removal/storage

Thiele seconded the motion. The motion passed unanimously.

b. Park Donation Application Review – Bench

Laura Comerford submitted a park donation request in honor/memory of her grandparents Vi and Ken Pomeroy. The proposed location of the bench is in Strassburg Park where Vi Pomeroy still lives next to. There have been requests to update the parks so staff should be aware of any updates to ensure the bench does not have to be relocated after installation.

Thiele made a motion to approve the bench donation for Laura Comerford in honor of Ken & Vi Pomeroy and direct staff to work with the donor to pick a precise location. Neumeier seconded the motion. The motion passed unanimously.

c. Certified Survey Map Review - Lot Split for Parcel 322095504

AP Lily presented a lot split CSM for the Legacy Creekside Apartments. The purpose of the split is for financing. The site is zoned Commercial Highway District and all lot widths and setbacks are being met with the split. Easements for ingress/egress, storm sewer, sanitary sewer and water main are shown.

Avanzi made a motion to approve the CSM Lot Split for parcel 322095504 and recommend the same to council with the following contingency:

- All other utility easements are accounted for

Feller seconded the motion. Avanzi, Feller, Moore, Penterman, Thiele and Schoenike voted aye. Neumeier voted nay. The motion passed 6-1.

4. Other Business.

There was no other business.

5. Adjourn.

Thiele made a motion to adjourn the meeting. Schoenike seconded the motion. The motion passed unanimously. Meeting adjourned at 4:18 PM.