

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, March 19, 2026 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, Giovanna Feller, John Neumeier, John Moore, Ken Schoenike, Pennie Thiele, Mayor Tony Penterman

Members Absent: Michael Avanzi

Other(s) Present: Associate Planner Adrienne Nelson, Times Villager Reporter Brian Roebke

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

2. Approval of Minutes

a. Approve Minutes from February 19, 2026

Jensen made a motion to approve the minutes from February 19, 2026. Seconded by Moore. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Site Plan Review – Prosperity In LLC (101 E County Road JJ)

Associate Planner Nelson introduced the site plan for Prosperity In LLC at 101 E County Rd JJ. Prosperity In LLC began construction on their commercial warehouse and office space, currently utilized by Bimbo Bakeries USA, in late 2024/early 2025. With phase 1 of the building complete, the site plan under review is for their phase 2

expansion. The project will add an additional 32,000 square feet to the existing building and 15 additional parking spaces.

The building meets the setback requirements for the industrial zoning district and the New Prosperity Center covenants. The current building has a height of 30 feet with the addition being the same. With the current 50 off-street parking spaces, the additional 15 will make 65 total off-street parking spaces. Prosperity In LLC will plant 17 trees in the yard fronting the street to comply with the New Prosperity Center covenants and city ordinances. There are no concerns with lighting. The Erosion Control and Stormwater Management permit has received approval from the Engineering Department. There are no current concerns with ingress, egress, or public safety.

The Industrial Park Committee extensively discussed the façade requirements per the New Prosperity Center's protective covenants. Per the covenants, the façade should be all masonry. The existing Prosperity In LLC building has a façade of both split block and metal R-panel, which staff recommends for the expansion.

Staff advised that the property owners ensure a formal landscape buffer for the property. There is a wooded residential area to the east. Staff recommended additional buffer on the property because the wooded area is not located on the property at 101 E County Road JJ.

Neumeier discussed the existing erosion control violation on the site at 101 E County Road JJ. While grading for phase 2 under a grading permit, the wetland area was filled. This wetland area was a permitted fill area. However, there was no flow path left. There is a culvert under County Road JJ that goes to the south, and the water from this culvert will have nowhere to go in the spring. None of the on-site swales have been restored, so clay material is washing down the to the silt fence. Because of these conditions, Neumeier indicated that failure is imminent. Neumeier relayed the information to the developer and the contractor and stated that the erosion control violation must be corrected before any permits are issued for the building site.

Staff recommends approval of the development with three conditions. Prior to the issuance of building permits, the façade plan must be updated so that the east exterior wall matches the north and west exterior walls with a mix of masonry and metal. The eastern wall from the initial submission is entirely metal exterior. Additionally, a formal landscape buffer should be planted, and the existing erosion control violation must be corrected before any permits are issued for the site.

Moore asked if the builder was made aware of the erosion control violation. Neumeier confirmed that the builder was asked to correct the violation.

Neumeier made a motion to approve the development with the conditions that the façade plan is updated so that the east exterior wall matches the north and west exterior walls with a mix of masonry and metal, a formal landscape buffer is planted, and the existing erosion control violation is corrected. Seconded by Moore. The motion passed unanimously.

b. Proposed Vacation of a Railroad Spur Easement – 1900 Tower Drive

Director of Public Works/City Engineer Neumeier introduced the proposed vacation of the railroad spur easement at 1900 Tower Drive. The owner of 1900 Tower Drive made site improvements, so Kaukauna Utilities (KU) is upgrading the utilities on the existing utility easement. KU operates in a 6-foot utility easement along 1900 Tower Drive.

While developing the industrial park, staff noted the existing railroad spur easement. However, given development in the industrial park, there is no longer a feasible route for railroad spur to reach this location. City staff does not anticipate the railroad spur easement being used, so the city intends to turn the railroad spur easement into a utility and drainage easement. This would allow correction of some swales along the property as well. A future endeavor by the city and KU would be to approach the other property owners along the railroad spur easement to extend the utility easement.

Moore asked if the other property owners along the railroad spur easement are aware of the potential easement changes. Neumeier responded that there are existing encroachments in addition to those along 1900 Tower Drive but that conversations have not occurred with the other property owners.

Jensen asked if an updated survey would be needed. Neumeier stated that he did not believe it would be required but that it would not hurt if the property owners were willing to have a new survey.

Schoenike asked what the instrument would be for the vacation of the railroad spur easement. Neumeier responded that a resolution would indicate the vacation.

Schoenike made a motion to approve a resolution vacating the 15-foot railroad spur easement located at 1900 Tower Drive with the condition that a utility and drainage easement agreement with the owner of 1900 Tower Drive is signed and recorded with Outagamie County. Seconded by Neumeier. The motion passed unanimously.

c. Discussion on Renaming Kaukauna Dog Park

Mayor Tony Penterman introduced the discussion on renaming Kaukauna Dog Park. In summer 2025, the city received an informal request to rename the Kaukauna Dog Park after Gary Landreman, who was instrumental in the development of the dog park at its current site.

Schoenike noted that in his work towards the dog park, Landreman investigated several other possible sites. The process with these other sites reached varying stages before ending for various reasons. Moore noted that Gary Landreman initiated the work towards the dog park but also noted Sarah Landreman's involvement through the doggy bags and the clean up at the dog park. Moore suggested including both Gary and Sarah's first names in the naming of the dog park if the new name includes any first names.

Schoenike noted that in addition to his work with the dog park, Gary Landreman worked on the disc golf course as well. Schoenike noted that naming the dog park after Gary Landreman would provide recognition for at least one of his major projects in the city.

Moore suggested that the mayor's office discusses the naming preferences with Gary and Sarah Landreman before bringing back for review.

5. Other Business

a. None

6. Adjourn

Moore made a motion to adjourn the meeting. Seconded by Schoenike. Motion passed unanimously. The meeting adjourned at 4:23 p.m.

