

# PLAN COMMISSION

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



Thursday, November 09, 2023 at 4:00 PM

## MINUTES

### 1. Roll Call.

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

Other(s) present: Associate Planner Lily Paul, PCDD Joe Stephenson

### 2. Approval of Minutes.

#### a. Approve Minutes from October 19, 2023 Meeting

Avanzi made a motion to approve the minutes from October 19, 2023 meeting. Moore seconded the motion. The motion passed unanimously.

### 3. New Business.

#### a. Park Donation Application Review - Tree Donation at Dog Park

Paula and Brian Jacobs donated an autumn blaze maple tree to the dog park. The street department will receive the tree from a tree nursery and install the tree. There will be no plaque at this time.

Thiele made a motion to approve the tree donation for the Jacobses at the Dog Park and direct staff to work with the family to install the donation in a more precise location. Schoenike seconded the motion. The motion passed unanimously.

#### b. Site Plan Review - Ahlstrom Thilmany Facility Boiler Building

AP Lily presented a site plan review for a boiler building to be built within the Ahlstrom Thilmany campus. The setbacks are met, lighting is adequate, and landscaping is not required for this addition. There was a question if it is the Plan Commission's duty to consider safety concerns. No, the city is not liable if the plan commission approves a site plan. State plan review is required and building permits need to be issued before construction.

Mayor Penterman made a motion to approve the site plan for Ahlstrom Thilmany Facility Boiler Building and prior to issuance of building permits, must obtain stormwater and erosion control permits from Engineering Department. Moore seconded the motion. The motion passed unanimously.

c. Donation Discussion

Plan Commission members would like to continue to review park donations.

d. Facade Discussion

The new Façade ordinance requires commercial buildings to have 10% of the public facing façade to have masonry. A unique situation came up where an addition to an existing business would require masonry façade on the new portion. The existing building has masonry already and it is unnecessary for the addition to have masonry. This situation shows the potential need of creating a clause for the ordinance that allows Plan Commission to choose if a building can maintain the existing look of a building. Said language should come back for consideration.

*No action was taken.*

4. Other Business.

Shipping containers are now being used as storage buildings/sheds. This should come back to the commission for discussion if it should be allowed in Residential Zones.

5. Adjourn.

Moore made a motion to adjourn the meeting. Feller seconded the motion. The motion passed unanimously. Meeting adjourned at 4:31 PM.