

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, March 20, 2025 at 4:00 PM

MINUTES

In-Person

Commissioner Moore called the meeting to order at 4:00 p.m.

1. Roll Call

Members Present: Giovanna Feller, John Neumeier, Ken Schoenike, Pennie Thiele, John Moore

Absent: Mayor Tony Penterman, Michael Avanzi, Brett Jensen

Other(s) Present: Planning and Community Development Director Dave Kittel, Jermy Freund from Outagamie County

Neumeier made a motion to excuse the absent member. Seconded by Thiele. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from March 20, 2025

Feller made a motion to approve the minutes from March 20, 2025. Seconded by Neumeier. The motion passed unanimously.

3. Old business

None

4. New business

a. Park Donation-Moore Bench

Director Kittel introduced the donation request for a bench to be installed at La Follette Park, in memory of Stephen Fritz. This bench would be in the City of Kaukauna's standard bench style and would include a plaque. Staff recommend approval of the park bench donation for Stephanie Moore in memory of Stephen Fritz with the condition that staff will work with the donor to finalize the location of the bench.

Schoenike made a motion to approval the park bench donation for Stephanie Moore in memory of Stephen Fritz with the condition that staff will work with the donor to finalize the location of the bench. Seconded by Feller. The motion passed unanimously.

b. Park Donation-Behnke Bench

Director Kittel Introduced a park bench donation d by Samantha Behnke, to be installed at La Follette Park. This bench was created using recycled plastic bags collected by Girl Scout Troop 2284 and therefore would not be in the City of Kaukauna's standard bench style. The bench would be green and not match existing benches in the area. Any time the City receives an opportunity for a donation if we have a space that makes sense for it then we should accept the donation. The bench is similar to others the City has accepted and there is enough room in La Follette park for the bench to benefit users such as at the top of the hill overlooking the river.

Theile made a motion to approval the park bench donation for Samantha Behnke and Troop 2284 with the condition that staff will work with the donor to locate an area in the park that is suitable for this bench style. Seconded by Neumeier. The motion passed unanimously.

c. Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands

Public Works Director John Neumeier introduces the GLSNRP Grant Application and provides insight into what it is for. The proposed project would help with the erosion in some of the ravines at 1,000 islands by providing for a tier or pool system to slow and direct water through the existing ravines and help prevent further erosion. Jermy Freund from Outagamie County also provided additional insight on the proposed project and how the step-pool stormwater conveyance works.

Thiele made a motion to authorize the Mayor to send a Letter of Support from the Plan Commission/Stormwater Advisory Board for a Great Lakes Sediment and Nutrient Reduction Program (GLSNRP) Grant Application for 1,000 Islands Ravine Stabilization. Seconded by Schoenike. The motion passed unanimously.

d. Site Plan Review-1200 Maloney Rd (TEAM Industries)

Director Kittel introduced the site plan for 1200 Maloney Rd. The proposed plan is to have a small addition to an existing building of about 3,200 square feet, remove one small utility building and move an existing small utility building. The plan meets the requirements of the City and was approved by the Industrial Park Commission.

Feller made a motion to approve the site plan for the 3,200sqft addition on to the existing structure with the condition that the relocation of the small utility building is

approved by staff to ensure compliance with all setbacks. Seconded by Neumeier. The motion passed unanimously.

5. Other Business

None

6. Adjourn

Neumeier made a motion to adjourn the meeting. Seconded by Feller. The motion passed unanimously. The meeting adjourned at 4:29 p.m.

