

# REDEVELOPMENT AUTHORITY

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



Thursday, January 09, 2025 at 9:00 AM

## AGENDA

### In-Person in Common Council Chambers, City of Kaukauna

1. Roll Call.
2. Approval of Minutes
  - a. [a.](#) Approve Minutes from November 14th, 2024
3. Old Business.
4. New Business.
  - a. [a.](#) Certificate of appropriateness-319 Lawe st
5. Closed Session.
  - a. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds - Revolving Loan Fund Application for 107 E Second St-Fox Valley Meal Prep
  - b. Return to Open Session for possible action
6. Other Business.
7. Adjourn.

## NOTICES

**IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.**

**Redevelopment Authority of the City of Kaukauna**

City of Kaukauna

**Council Chambers**

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, November 14, 2024 at 9:00 AM

Minutes

In-Person in Common Council Chambers, City of Kaukauna

1. Roll Call

Members Present: Karl Kilgas, Paul Hennes, John Moore, Quin Lenz, Julie Schroeder

Member(s) Absent: Nicci Sprangers, Heather Hayes

Other(s) Present: Director Kittel, AP Nelson

Hennes made a motion to excuse the absent members. Seconded by Kilgas. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from October 3, 2024

Kilgas made a motion to approve the minutes from October 3, 2024. Seconded by Hennes. The motion passed unanimously.

3. Old Business

None

4. New Business

a. Certificate of Appropriateness – 319 Lawe Street

Director Kittel introduced the proposed brick and vinyl or LP smart board siding to update the façade at 319 Lawe Street. He also introduced a request by the property owners to allow an exception for them regarding façade standards (found in Section 17.53 of the City of Kaukauna's Code of Ordinances). This ordinance states that facades shall have a minimum of 25% masonry on sides that face a public street. The property owner's proposed design does not meet that 25% masonry standard.

Kilgas made a motion to grant a Certificate of Appropriateness for the brick and siding as presented, without the 25% masonry requirement, due to the vinyl or LP smart board siding being more of a fit than masonry for the character of the general area. Seconded by Lenz. The motion passed unanimously.

## 5. Closed Session

a. Adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)e() to discuss the disposition of public funds – Revolving Loan Fund Application for 107 E Second Street.

Lenz made a motion to adjourn to Closed Session pursuant to Wisconsin State Statute 19.85(1)(e) to discuss the disposition of public funds – Revolving Loan Fund Application for 107 E Second Street. Seconded by Schroeder. The motion passed unanimously.

Closed Session entered at 9:14 a.m.

## b. Return to Open Session for Possible Action

Kilgas made a motion to return to open session. Seconded by Lenz. The motion passed unanimously.

Open Session entered at 9:58 a.m.

Hennes made a motion to approve drafting loan documents using the Revolving Loan Fund program with final documents to be reviewed and approved by RACK. Seconded by Kilgas. Motion carried unanimously.

## 6. Other Business

None

## 7. Adjourn

Kilgas made a motion to adjourn. Seconded by Lenz. Motion carried unanimously, adjourned at 9:59 a.m.



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: RACK  
From: Adrienne Nelson, Associate Planner  
Date: 1/3/2025  
Re: Certificate of Appropriateness – 319 Lawe Street (322040500)

The owners of 319 Lawe Street are requesting an updated Certificate of Appropriateness for the replacement of the façade of their building. The proposal approved on November 14<sup>th</sup>, 2024, was as follows: “approval for the brick and siding as presented, without the 25% masonry requirement, due to the vinyl or LP smart board siding being more of a fit than masonry for the character of the general area”. The presented proposal is shown below. The materials to be used were brick (remaining from the removal of the original façade) as well as vinyl or LP smart board siding.



The brick and vinyl are still being utilized for the façade, but some updates were made to the proposal without prior consultation of RACK. The black band separating the cream and dark gray vinyl was moved further up at the recommendation of the contractors to prevent a seam that would ultimately require maintenance sooner/visually less appealing. Additionally, the cream color was replaced with a gray, and the dark gray color was replaced with a blue. This was done because the original colors would have been on back order for an estimated three to six months, while the new colors were readily available.

The updated proposal is shown below.



[Section 17.48](#) describes the process for a Certificate of Appropriateness. Before granting a Certificate of Appropriateness, the Redevelopment Authority City of Kaukauna shall find that to the maximum extent practicable:

- a. The historic or cultural significance of buildings or structures affected is maintained or enhanced.
- b. The architectural style, value and significance, and general design arrangement, texture, material, and color of the architectural features of buildings and structures are visually and functionally coordinated with other buildings and structures in the area.
- c. Principal entrances are visually and functionally related and coordinated with other buildings and pedestrian ways.
- d. Activity nodes, such as plazas and arcades, are created, retained, and coordinated.
- e. Building facades and other appurtenances, such as fences, walls, and landscaping, are coordinated to form cohesive walls of enclosure along streets or other public ways and, further, that no such fences or walls shall be permitted to contain any barbs or sharp points.
- f. The scale, orientation, and directional expression of buildings and structures are visually and functionally coordinated with other buildings and structures in the area.
- g. Views are protected, created, or enhanced.

[Section 17.53](#) delineates the façade standards. The following standards shall apply to uses within the Commercial Core District and help to promote a historic and attractive district:

- a. In no instance shall exterior corrugated metal, standing seam metal panels, or the like, be used for any portion of the façade.
- b. Facades shall have a minimum of 25% masonry on sides that face a public street.
- c. All façade alterations, excluding basic maintenance, painting, or in-kind replacement, require a Certificate of Appropriateness from the Redevelopment Authority City of Kaukauna.