

PLAN COMMISSION

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



Thursday, October 03, 2024 at 4:00 PM

AGENDA

In-Person in Common Council Chambers, City of Kaukauna

1. Roll Call.
2. Approval of Minutes.
 - a. Approve Minutes from September 5, 2024 Meeting
3. Old Business.
 - a. Public Hearing - Special Exception to allow for professional office use at 500 Hendricks Ave
4. New Business.
 - a. Special Exception Request-500 Hendricks
 - b. Certified Survey Map Review - 172/176 Raught St
 - c. Park Donation Review-Tree
 - d. Special Exception Request-152 Plank Rd
 - e. Preliminary Plat Review-Parcel 325023905, 030019600 and part of 030019000
5. Other Business.
6. Adjourn.

NOTICES

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

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



Thursday, September 5, 2024 at 4:00 PM
MINUTES

In-Person.

1. Roll Call.

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

Member(s) absent: John Moore

Other(s) present: Planning and Community Development Director Dave Kittel

Neumeier made a motion to excuse the absent members. Seconded by Avanzi. The motion passed unanimously.

2. Approval of Minutes.

a. Approve Minutes from August 22, 2024 Meeting

Neumeier made a motion to approve the minutes from the August 22, 2024 meeting. Jensen seconded the motion. The motion passed unanimously.

3. Old Business.

None

4. New Business.

a. Rezoning Request- Parcel 322095715

Director Kittel introduced the rezoning request. The owners are requesting to change the zoning from Residential Single Family to Business District.

Avanzi made a motion to approve the request to change the zoning from Residential Single Family (RSF) to Business District (BD) and recommend the same to the Common Council. Seconded by Schoenike. The motion passed unanimously.

b. Special Exception Request- 2716 Main Ave

Blessed Hands Family Care operates an adult assisted living service and has submitted an application for a Special Exception for parcel 324072600 – address 2716 Main Ave. The parcel is zoned Residential Single Family (RSF), and the current use of the property is single family dwelling. The City of Kaukauna Code of Ordinances, Section 17.16 (3) “allows community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i)” as a special exception. A discussion ensued on this property and existing ordinance infractions such as garbage, weeds, blocking the sidewalk and numerous calls to the police. Commissioner Avanzi requested staff gather additional information on any utility intensive equipment and the commission wanted additional information from Police and Fire to be available for the public hearing.

Neumeier made a motion to schedule a public hearing for the October 17, 2024 Plan Commission meeting at 4:00 PM in the City Council Chambers and send notice to the newspaper and property owners within 500 feet of the property. Seconded by Schoenike. The motion passed unanimously.

c. Special Exception Request- 2108 Sullivan Ave

Tonic Home Care LLC operates an adult assisted living service and has submitted an application for a Special Exception for parcel 323141800 – address 2108 Sullivan Ave. The parcel is zoned Residential Two Family (RTF), and the current use of the property is single family dwelling. The City of Kaukauna Code of Ordinances, Section 17.18 (3) “allows community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i)” as a special exception. A discussion pursued on the property, the property is currently not occupied and has had some work done to the home recently. Similar concerns on how this may effect Police and the Fire Department was brought up.

Neumeier made a motion to schedule a public hearing for the October 10, 2024 Plan Commission meeting at 4:00 PM in the City Council Chambers and send notice to the newspaper and property owners within 500 feet of the property. Seconded by Jensen. The motion passed unanimously.

d. Special Exception Request- 500 Hendricks Ave

Director Kittel introduced the special exception request. The buyers of 500 Hendricks Ave would like to continue to use the space as an office the same as the previous owners of the property. There will be no public traffic only office workers with the site providing adequate parking for their needs.

Neumeier made a motion to schedule a public hearing for the October 3, 2024 Plan Commission meeting at 4:00 PM in the City Council Chambers and send notice to the newspaper and property owners within 500 feet of the property. Seconded by Feller. The motion passed unanimously.

e. Facade- 1011 Delanglade St

A new building is being proposed at 1011 Delanglade St. Before the site plan is finalized the owners want to ensure the façade is acceptable by the plan commission. The proposed Façade would match the existing building on site.

Avani made a motion to approve the façade as presented for 1011 Delanglade st. Seconded by Schoenike. The motion passed unanimously.

f. Park Donation Review-Bench

The American legion would like to donate a bench on either the Konkopot or Heritage Trail.

Neumeier made a motion to approve the bench donation and direct staff to work with the doners for a final location. Seconded by Theile. The motion passed unanimously.

5. Other Business.

None

6. Adjourn.

Neumeier made a motion to adjourn the meeting. Seconded by Jensen. The motion passed unanimously meeting adjourned at 4:51pm.

UPDATED 3.21.2022



CITY OF KAUKAUNA PLAN COMMISSION
APPLICATION FOR REVIEW

I am requesting a:

Zoning Change

X Special Exception Permit

Certified Survey Map Review

Subdivision Plat Review

Petitioner Information:

Name: Ruth Zych

Address: PO Box 5036 De Pere, WI 54136

Phone Number: 920-202-8908

Owner's Name (if not the petitioner): Noreen Properties LLC

Owner's Address: N5541 Saint Catherines Bay Road, Hilbert WI 54129

Address of Parcel in Question: 500 Hendricks Ave, Kaukauna, WI 54130

Property Dimensions (in either SF or Acres):

Explain your proposed plans and what you are requesting the Plan Commission approve.

Please also note if there are existing structures on this property:

Office use for a non-profit.

Additional Requirements: For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.


Plan Commission Review Fee Schedule:

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

Please Note: Changes to zoning ordinances, special exception permits and map/plat reviews often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:  08/29/24

Signature of Owner (if not Petitioner):

 - Noreen Properties LLC

Date Submitted to City of Kaukauna:

Please submit by email to- lpaul@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130

Outagamie County GIS Map

Item 4.a.



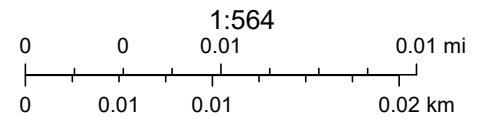
8/30/2024, 12:24:33 PM

- Tax Parcel Information
- Plat Boundary Lines
- Property Address
- Plat Boundary
- PLSS Sections
- Plat Lot Number

- Lot Dimension
- CSM Lot Number
- CSM Name

- Tax Key
- Block Number
- Plat Name

- Streets
- LOCAL
- Highway Labels





MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission
 From: Dave Kittel Director of Planning and Community Development
 Date: September 30, 2024
 Re: Special Exception Request – 500 Hendricks Ave

Golden Care Services is looking to purchase 500 Hendricks Ave has submitted an application for a Special Exception for parcel 323051500 to use the property for office space. The parcel is zoned Residential Two Family (RTF), and the current use of the property is as office space. Staff has spoken with the applicant and the property owner to gather the following information:

- The property in question has been previously used as office space.
- The proposed use would continue to use the property as office space with no foot traffic other than the office workers
- The site has adequate onsite parking for their needs

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

Before any special exception shall be recommended for approval, the city plan commission shall make findings that the granting of a special exception will not adversely affect the public interest and certify that the specific requirements governing the individual special exception, if any, have been met by the applicant. No special exception shall be recommended for approval unless the plan commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.

- f. That adequate parking and loading areas are provided.

Proper notification of the hearing scheduled for October 3rd was sent to property owners and the newspaper. Some residents did request additional information from staff and upon explanation of the request had no further comments as of the date of this memo.

Recommendation:

Finding the special exception request to meet all the criteria set forth in [Section 17.47 \(4\)](#) of the City Municipal Code, Staff recommends to recommend to the Common Council, approval of the Special Exception submitted for office space at 500 Hendrics with the following conditions:

- No offsite parking is to be used for the day-to-day operations of the business
- All ordinances are to be followed
- Yearly inspection done by Community Development Department or other designee to ensure compliance. If the ownership or proposed use changes, the applicant/property owner needs to go through the process again.



SPECIAL EXCEPTION 500 HENDRICKS AVE

WHAT WE ARE:

Golden Care Service, INC. is a non-profit dedicated to serving the aging and disabled population of Outagamie and surrounding counties.

WHAT WE DO:

GCS is a Guardian Agency that supports the aging and disabled community in taking the decision making weight off of their shoulders and ensuring the best care/decisions are made on their behalf.

HOW WE PLAN TO USE THE SPACE:

We plan to use the building as our office and “headquarters”. We will not have anyone coming in and out, as we do not let the public know where our business is. There will usually only be 2-3 people at a time in the office, since most of the case management work is out in the field. On Mondays, we have a big meeting about the past week, and that will be the only time (usually) that everyone is in office. Our hours are 8am-4pm and we rarely go over time, meaning there will be no disturbance during the evening and nights. There is nothing sold out of our office so there will be no traffic other than staff. We respect that the building is in a heavily residential area and are committed to causing no disruptions. We will be taking advantage of the garage and parking by the building, but will also need to use on-street parking on busier days. There is no plan to become a burden to the local government and we do plan to comply with all regulations.

WHY WE WANT THIS SPACE:

This building is a great mix of everything we have been looking for in a new space. We need to have the ability to grow as a company, meaning the ability to hire one or more case managers so that we are able to continue our mission to serve our county. There is open as well as secluded space. There is open space for us to use as an office space as well as storage space for confidential documents.



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission
 From: Dave Kittel Director of Planning and Community Development
 Date: September 18, 2024
 Re: CSM Review Lot Combination – 172/176 Raught St

Steven De Jong, agent, has submitted a certified survey map for Denise Niemuth, owner, to Combine all of Lot 6 and the Southeasterly one-half of lot 8 Block “f” Black’s Plat of part of private claim 33 in the City of Kaukauna. Both the lots are zoned Residential Two-Family (RTF). This lot combination will clean up this area as one of the existing lots in only 30 feet wide and would likely not be buildable for a dwelling under existing requirements. A Draft of the CSM, the submitted application, and draft resolution are attached to this report.

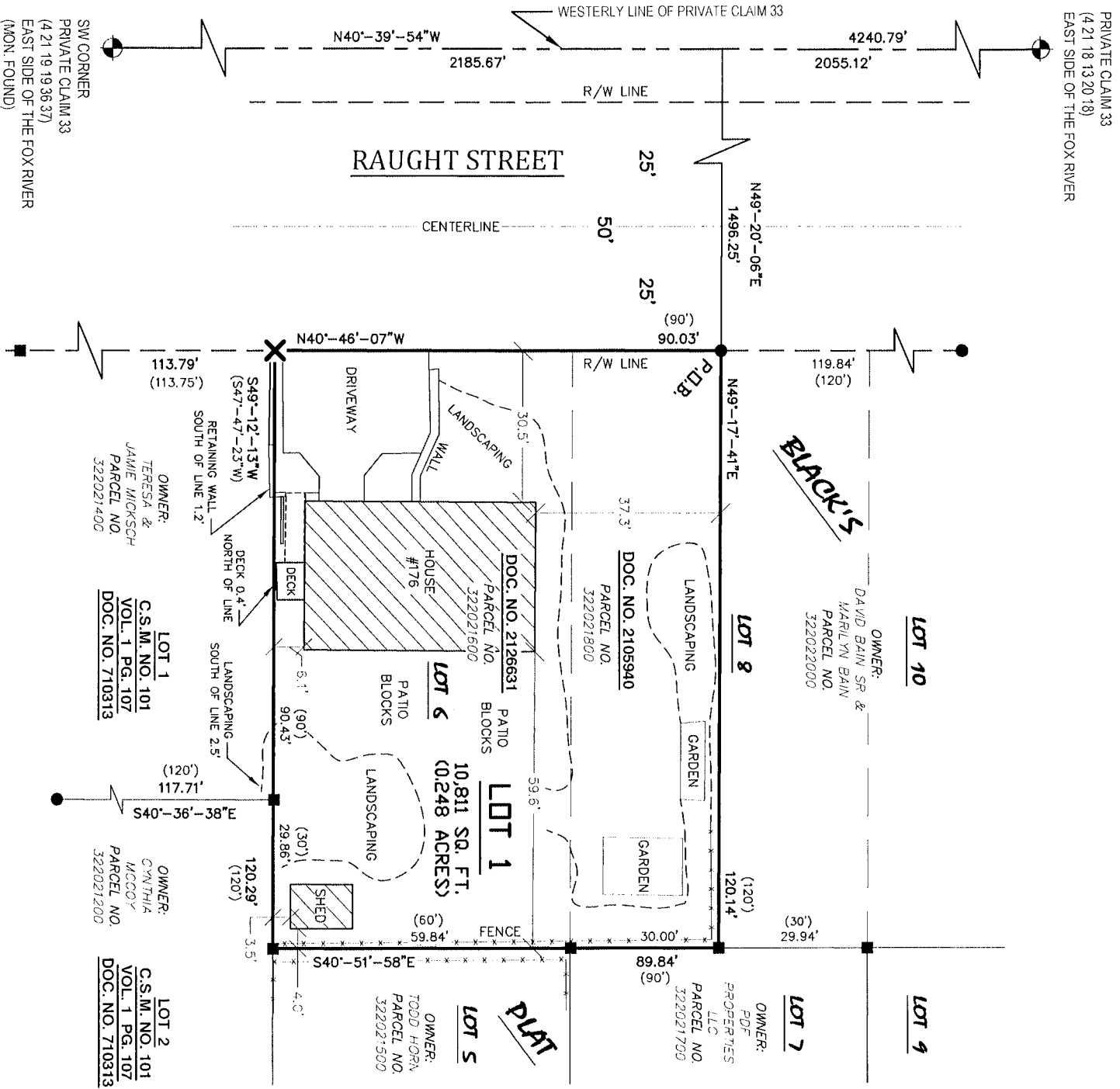
Recommendation:

Approval of the Certified Survey Map Combining all of Lot 6 and the Southeasterly one-half of lot 8 Block “f” Black’s Plat of part of private claim 33 in the City of Kaukauna and recommend the same to Common Council.



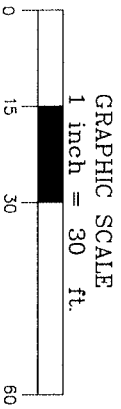
CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 6 AND THE SOUTHEASTERLY ONE-HALF OF LOT 8, BLOCK "F", BLACK'S PLAT OF PART OF PRIVATE CLAIM 33, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN



SURVEY NOTES:
 - THE INTENT OF THIS C.S.M. IS TO COMBINE
 PARCELS 322021800 & 322021600

- LEGEND-**
- ✕ = SAW CUT SET
 - = 1" IRON PIPE FOUND
 - = 3/4" REBAR FOUND
 - () = RECORDED INFORMATION
 - ⊕ = COUNTY MONUMENT FOUND



MERIDIAN
SURVEYING, LLC

19637 Friendship Drive
 Kaukauna, WI 54130

Office: 920-993-0881
 Fax: 920-273-6037

DRAWN BY:	J.D.	FIELD WORK DATE:	9-13-24
CHECKED BY:	S.C.D.	FIELD BOOK:	NOTES
JOB NO.:	15727	SHEET	1 OF 3

SURVEYED FOR:
 SHAWN NIEMUTH
 176 RAUGHT STREET
 KAUKAUNA, WI 54130

PARCEL NO.:
 322021600 & 322021800

DEED:
 DOC. NO. 2105940 & 2126631

BEARINGS REFERENCED TO THE OUTAGAMIE COUNTY COORDINATE SYSTEM AND THE WESTERLY LINE OF PRIVATE CLAIM 33, WHICH BEARS: N40°-39'-54"W

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____
SHEET 2 OF 3

ALL OF LOT 6 AND THE SOUTHEASTERLY ONE-HALF OF LOT 8, BLOCK "F",
BLACK'S PLAT OF PART OF PRIVATE CLAIM 33, CITY OF KAUKAUNA,
OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, Steven C. De Jong, Wisconsin Registered Land Surveyor of Meridian Surveying, LLC., certify that I surveyed, combined and mapped under the direction of Shawn Niemuth a parcel of land being all of Lot Six (6) and the Southeasterly One-Half of Lot Eight (8), Block "F", Black's Plat of Part of Private Claim 33 as recorded in Volume 6 of Plats on Page 44 as Document No. 215263, City of Kaukauna, Outagamie County, Wisconsin containing 10,811 square feet (0.248 acres) of land and being described by:

Commencing at the Southwest Corner of Private Claim 33; thence N40°-39'-54"W 2185.67 feet along the westerly line of said Private Claim 33; thence N49°-20'-06"E 1496.25 feet to a point on the easterly line of Raught Street and the point of beginning; thence N49°-17'-41"E 120.14 feet to a point on the easterly line of said Lot 8; thence S40°-51'-58"E 89.84 feet along said easterly line of Lot 8 and the easterly line of said lot 6 to the southeasterly corner thereof; thence S49°-12'-13"W 120.29 feet along the southerly line of said Lot 6 to a point on the easterly line of Raught Street; thence N40°-46'-07"W 90.03 feet along said easterly line of Raught Street to the point of beginning being subject to any and all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Subdivision Regulations of the City of Kaukauna in surveying, combining and mapping the same.

Dated this _____ day of _____, 2024

Wisconsin Registered Land Surveyor, S-2791
Steven C. De Jong

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

Owners of Record: Shawn R. Niemuth & Denise M. Niemuth

Recording Information: Document No. 2105940
Document No. 2126631

Parcel Numbers: 322021800
322021600

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____
SHEET 3 OF 3

ALL OF LOT 6 AND THE SOUTHEASTERLY ONE-HALF OF LOT 8, BLOCK "F",
BLACK'S PLAT OF PART OF PRIVATE CLAIM 33, CITY OF KAUKAUNA,
OUTAGAMIE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

As owner I hereby certify that I caused the land on this Certified Survey Map to be surveyed,
combined & mapped as represented on this map.

Shawn R. Niemuth Date _____

NOTARY CERTIFICATE

Personally came before me this _____ day of _____ 2024.
The above owner to me is known to be the person who executed the foregoing instrument and
acknowledge the same.

Notary Public _____ Wisconsin.

My Commission Expires _____

OWNER'S CERTIFICATE

As owner I hereby certify that I caused the land on this Certified Survey Map to be surveyed,
combined & mapped as represented on this map.

Denise M. Niemuth Date _____

NOTARY CERTIFICATE

Personally came before me this _____ day of _____ 2024.
The above owner to me is known to be the person who executed the foregoing instrument and
acknowledge the same.

Notary Public _____ Wisconsin.

My Commission Expires _____

COMMON COUNCIL RESOLUTION

Resolved by the Common Council of the City of Kaukauna, that the above Certified Survey Map
of the described property is approved,

Passed and approved by Resolution No. _____ this _____ day of _____, 2024.

Sally Kenney (City of Kaukauna Clerk)

UPDATED 3.21.2022



CITY OF KAUKAUNA PLAN COMMISSION

APPLICATION FOR REVIEW

I am requesting a:

Zoning Change

Special Exception Permit

Certified Survey Map Review

Subdivision Plat Review

Petitioner Information:

Name: Steve De Jong - Meridian Surveying, LLC

Address: N9637 Friendship Drive., Kaukauna, WI

Phone Number: 920-993-0881

Owner's Name (if not the petitioner): Shawn Niemuth

Owner's Address: 176 Raught St.

Address of Parcel in Question: 176 Raught St.

Property Dimensions (in either SF or Acres): 10,811 sq. ft.

Explain your proposed plans and what you are requesting the Plan Commission approve.

Please also note if there are existing structures on this property:

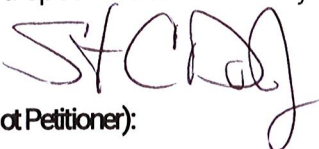
Owner owns two parcels at this address. Combining the two parcels.

Additional Requirements: For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

Plan Commission Review Fee Schedule:

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

Please Note: Changes to zoning ordinances, special exception permits and map/plat reviews often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner: 

Signature of Owner (if not Petitioner):

Date Submitted to City of Kaukauna: 9-18-2024

Please submit by email to: lpaul@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130

RESOLUTION 2024-_____

RESOLUTION APPROVING A CERTIFIED SURVEY MAP TO COMBINE TWO LOTS INTO ONE FOR PARCEL 322021600 & 322021800

WHEREAS, Denise and Shawn Niemuth as owners of Parcel 322021600 and 322021800 have presented a Certified Survey Map to the City of Kaukauna Common Council as prepared by Steven C. De Jong, a registered Land Surveyor; and

WHEREAS, a Certified Survey Map of the following described parcel of land has been presented to and recommended for approval by the Plan Commission:

Commencing at the Southwest Corner of Private Claim 33; thence N400-39'-54"W 2185.67 feet along the westerly line of said Private Claim 33; thence N490-20'-06"E 1496.25 feet to a point on the easterly line of Raught Street and the point of beginning; thence N490-17'-41 "E 120.14 feet to a point on the easterly line of said Lot 8; thence S400-51 '-58"E 89.84 feet along said easterly line of Lot 8 and the easterly line of said lot 6 to the southeasterly corner thereof; thence S49012 -- 13"W 120.29 feet along the southerly line of said Lot 6 to a point on the easterly line of Raught Street; thence N400-46'-07"W 90.03 feet along said easterly line of Raught Street to the point of beginning being subject to any and all easements and restrictions of record.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the said Certified Survey Map attached and made a part hereof is hereby accepted and approved.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 15 day of October, 2024.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Sally A. Kenney, City Clerk



APPLICATION FOR PARK DONATION

Donor Name: Kurt Sedo

Phone Number: 920-850-3056

Address: 605 W Wiscosni Ave. Kaukauna, WI 54130

Email Address: ksedo@pharmacircle.com

Proposed Location: Thillwerth Park or along Fox River *a - Riverside Park*

Type of Donation:

Cambridge Bench

Picnic Table

Tree

Book Exchange

Garbage Receptacle

Other Item (Please Describe)

Inscription Text (If Applicable)

"In memory of Brita Finlayson, our favorite tree hugger".

Please attach any necessary photos or documents with this form

Park Donations to the City of Kaukauna are considered outright and unrestricted donations. The City of Kaukauna does not guarantee the permanency of the accepted donation. If a memorial must be relocated, Department staff will attempt to notify the donor in writing at the address shown on this form. Donations may be tax deductible (please consult an accountant). The donor declares to have read the Parks Donation Policy and Guidelines. The donor understands and agrees with the conditions set forth in this policy and agrees to any conditions required by City staff or elected officials.

By signing below, I acknowledge that I have read and understand the Parks Donation Policy and Guidelines

Kurt Sedo

September 9, 2024



MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission

From: Dave Kittel, Director of Planning and Community Development

Date: September 30, 2024

Re: Special Exception Request – 152 Plank Road

Zurieth Ahmed of Harmony Homes operates an adult assisted living service. She has submitted an application for a Special Exception for parcel 322073200 – address 152 Plank Rd. The parcel is zoned Residential Multifamily (RMF), and the current use of the property is duplex style residential units.

The City of Kaukauna Code of Ordinances, [Section 17.19 \(3\)](#) “allows community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i)” as a special exception.

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

Before any special exception shall be recommended for approval, the city plan commission shall make findings that the granting of a special exception will not adversely affect the public interest and certify that the specific requirements governing the individual special exception, if any, have been met by the applicant. No special exception shall be recommended for approval unless the plan commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.

Public hearing. Upon the filing of an application for a special exception, the city plan commission shall notify the city council of such application and shall fix a reasonable time, not more than 60 days from the filing date, for a public hearing. A class 2 notice pursuant to Wis. Stats. ch. 985 shall be published in the official newspaper of the city specifying the date, time, and place of hearing and the matters to come before the city plan commission. Notice shall also be mailed to the parties of interest, as determined by the city plan commission.

A special exception currently exists for this group at 150 and 154 Plank Road. Some concerns have been raised on the recent number of calls for Police assistance at these units. A report from the Police and Fire Department will be available for further discussion for the hearing.

Recommendation:

Staff recommends to direct staff to schedule a public hearing for November 7, 2024 at 4:00 PM in the City Council Chambers and send notice to the newspaper and parties of interest to collect feedback from residents before making a recommendation to Common Council.



UPDATED 3.21.2022



CITY OF KAUKAUNA PLAN COMMISSION

APPLICATION FOR REVIEW

I am requesting a:

- Zoning Change
- Special Exception Permit ✕
- Certified Survey Map Review
- Subdivision Plat Review

Petitioner Information:

Name: ZURIETH AHMED

Address: 150 Plank Rd, Kaukauna, WI, 54130

Phone Number: 920-808-3299

Owner's Name (if not the petitioner): ANDY

Owner's Address: P.O Box 2511, Appleton, WI, 54912

Address of Parcel in Question:

Property Dimensions (in either SF or Acres):


Explain your proposed plans and what you are requesting the Plan Commission approve.
Please also note if there are existing structures on this property:

Additional Requirements: For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

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Signature of Petitioner: 

Signature of Owner (if not Petitioner):

Date Submitted to City of Kaukauna: 09/18/2024

Please submit by email to lpaul@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130

UPDATED 3.21.2022



CITY OF KAUKAUNA PLAN COMMISSION

APPLICATION FOR REVIEW

I am requesting a:

- Zoning Change
- Special Exception Permit ✕
- Certified Survey Map Review
- Subdivision Plat Review

Petitioner Information:

Name: *ZURIETH AHMED*

Address: *150 Plank Rd, Kaukauna, WI, 54130*

Phone Number: *920-808-3299*

Owner's Name (if not the petitioner): *ANDY*

Owner's Address: *P.O Box 2511, Appleton, WI, 54912*

Address of Parcel in Question:

Property Dimensions (in either SF or Acres):

Explain your proposed plans and what you are requesting the Plan Commission approve.

Please also note if there are existing structures on this property:

Additional Requirements: For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

Plan Commission Review Fee Schedule:

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

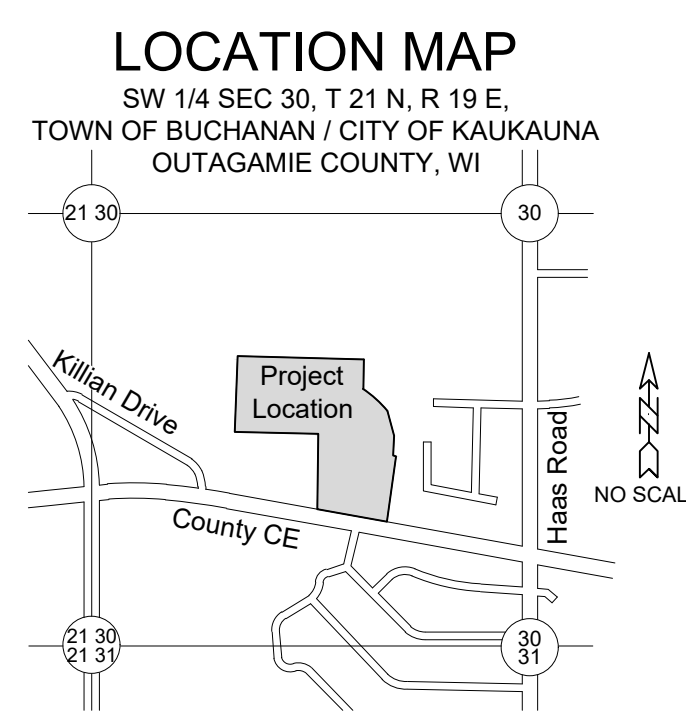
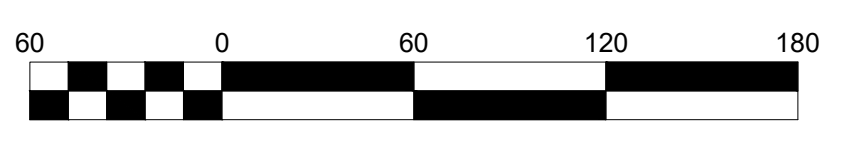
Please Note: Changes to zoning ordinances, special exception permits and map/plat reviews often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner: 

Signature of Owner (if not Petitioner):

Date Submitted to City of Kaukauna: 09/18/2024

Please submit by email to lpaul@kaukauna-wi.org or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130



SUPPLEMENTARY DATA

Total Area = 579,011 SF 13.2923 acres
 R/W Area = 83,185 SF 1.9097 acres
 Net Area = 495,826 SF 11.3826 acres
 Number of Lots = 14
 Average lot size =
 •
 Lineal feet of street = 1,250 LF
 Existing zoning = RSF and Industrial
 Proposed zoning = RTF and CCD
 Approving Authorities
 City of Kaukauna
 Objecting Authorities
 Department of Administration
NOTES
 • Utility and Drainage Easements will be shown on Final Plat
 • Lands to be annexed to the City of Kaukauna

W1262 Killian Drive - Kaukauna Storage Expansion
 Town of Buchanan / City of Kaukauna, Outagamie County, WI
 For: Kaukauna Storage LLC

Date:	07/17/2024
Filename:	8308Concept2.dwg
Author:	SRA
Last Saved by:	scott
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 Civil Engineers and Land Surveyors
 1164 Province Terrace, Menasha, WI, 54952
 Ph: 920-991-1866 Fax: 920-441-0804
 www.davelpro

CONCEPT

Jul 17, 2024 - 12:32 PM J:\Projects\8308kou.dwg\Civil_3D\8308Concept2.dwg Printed by: scott