

CANCELLED- AMENDED COMMON COUNCIL

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



Tuesday, October 07, 2025 at 7:00 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. *Call to Order.
2. Roll call, one minute of silent prayer, Pledge of Allegiance to the American Flag.
3. Presentation of letters, petitions, remonstrances, memorials, and accounts.
4. Public appearances.
5. Business presented by Mayor.
 - a. Congratulations Dean Meyer on 25 years -- Kaukauna Street Department.
 - b. Congratulations Josh Karl on 25 years -- Kaukauna Street Department.
 - c. Fox Firecracker 5K Donation to the City of Kaukauna -- Jessica Decet.
 - d. Proclamation Recognizing Walk and Bike to School Day, October 8, 2025.
 - e. Proclamation Recognizing October as Pedestrian Safety Month in the City of Kaukauna.
 - f. Reappointment of John Manion to the 1000 Islands Environmental Center Committee (3-year term).
 - g. Reappointment of Deb Jakel to the 1000 Islands Environmental Center Committee (3-year term).
 - h. Reappointment of Paul Van Berkel to the 1000 Islands Environmental Center Committee (3-year term).
 - i. Permission to St. Ignatius to sell Christmas trees in the Farmers Market lot.
6. *Consent Agenda.
 - a. Board of Public Works Meeting Minutes of October 6, 2025.
 - b. Finance and Personnel Committee Meeting Minutes of October 6, 2025.
 - c. Health and Recreation Committee Meeting Minutes of October 6, 2025.
 - d. Legislative Committee Meeting Minutes of October 6, 2025.
 - e. Public Protection and Safety Committee Meeting Minutes of October 6, 2025.
 - f. Common Council Meeting Minutes of September 16, 2025.
 - g. Board of Review Meeting Minutes of September 24, 2025.
 - h. Library Board Meeting Minutes of August 26, 2025.
 - i. Plan Commission Minutes from September 4, 2025
 - j. Bills Payable
7. Reports of standing and special committees.
 - a. Operator (Bartender) Licenses.
8. Reports of City officers.

- [a.](#) CSM Review- Preliminary KASD CSM
 - [b.](#) 2025-2030 Park Plan
 - c. Ambulance Service Agreement - Town of Vandenbroek.
 - [d.](#) Sign Ordinance update
- 9. Presentation of ordinances and resolutions.
 - [a.](#) Resolution 2025-5485 - Resolution Establishing Fees for Weights and Measures.
- 10. *Alder requests for discussion at next Common Council meeting.
- 11. Closed session.
 - a. *Adjourn to Closed Session Pursuant to 19.85(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. - Discuss Open Meetings Law Compliance.
 - b. Return to Open Session for possible action.
 - c. *Adjourn to Closed Session Pursuant to 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public finds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session - 101 Oak Street.
 - d. Return to Open Session for possible action.
- 12. Adjourn.

NOTICES

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

MEETING ACCESS INFORMATION:

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 651 261 7664 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 651 261 7664
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 651 261 7664
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.

**PROCLAMATION RECOGNIZING
WALK AND BIKE TO SCHOOL DAY**

October 8, 2025

WHEREAS, hundreds of children could be saved each year if communities take steps to make pedestrian safety a priority, and

WHEREAS, a lack of physical activity plays a leading role in rising rates of obesity, diabetes and other health problems among children and being able to walk or bicycle to school offers an opportunity to build activity into daily routine, and

WHEREAS, driving students to school by private vehicle contributes to traffic congestion and air pollution, and

WHEREAS, an important role for parents and caregivers is to teach children about pedestrian safety and become aware of the difficulties and dangers that children face on their trip to school each day and the health and environmental risks related to physical inactivity and air pollution, and

WHEREAS, children, parents and caregivers, and community leaders across North America are joining together to walk to school in an effort to learn healthful and safe pedestrian habits and to evaluate pedestrian safety in their communities,

NOW THEREFORE, BE IT RESOLVED that I, Anthony J. Penterman, Mayor of the City of Kaukauna, proclaim October 8th as "Walk and Bike to School Day" in Kaukauna, Wisconsin and encourage everyone to consider the safety and health of children this month and throughout the year.

Dated this 7th day of October 2025.



Anthony J. Penterman, Mayor



PEDESTRIAN SAFETY PROCLAMATION

WHEREAS, safe, accessible streets are essential for the well-being of all residents, including children, older adults, and people with disabilities; and

WHEREAS, thousands of Wisconsinites, including over 100,000 with vision loss, rely on sidewalks, curb ramps, accessible pedestrian signals, white canes, and service animals to navigate public spaces safely; and

WHEREAS, Wisconsin's White Cane Law requires drivers to stop at least 10 feet from pedestrians using a white cane or service animal, reinforcing the need for driver awareness and pedestrian respect; and

WHEREAS, communities can reduce injuries and save lives by investing in proven pedestrian safety infrastructure such as high-visibility crosswalks, traffic calming, and accessible design; and

WHEREAS, raising awareness of pedestrian rights and responsibilities promotes a culture of safety and inclusion for all road users;

NOW, THEREFORE BE IT RESOLVED that, I, Mayor Anthony J. Penterman, on behalf of the residents of the City of Kaukauna, do hereby proclaim October as **PEDESTRIAN SAFETY MONTH** and October 15, 2025 as **WHITE CANE SAFETY DAY** in Kaukauna, Wisconsin and call on all residents, leaders, and law makers to prioritize safe, accessible streets year round.

Signed and sealed this 7th day of October 2025.



Anthony J. Penterman, Mayor



BOARD OF PUBLIC WORKS

A meeting of the Board of Public Works was called to order by Chair Thiele on Monday, October 6, 2025, at 6:00 P.M.

Members present: Antoine, DeCoster (Zoom), Eggleston, Kilgas, Schell, Schumacher, and Thiele.

Absent & Excused: Moore.

Also present: Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Director Vosters, Mark. and Com. Manager Fencel, Fire Chief Carrel, HR Director Hodge, Police Chief Graff, Street Superintendent Van Gompel, Dir. of Plan. and Com. Dev. Kittel, Fin. Dir. Van Rossum, and interested citizens.

Motion by Eggleston, seconded by Kilgas to excuse the absent member.

All Ald. Present voted aye.

Motion carried.

1. Correspondence – none.

2. Discussion Topics.

a. Authorization to submit a State Trunk Highway Connection Application for a public road at/across from Morningside Drive on STH 55.

The Director of Public Works/City Engineer is requesting authorization to submit a State Trunk Highway (STH) Connection Application for a public road at/across from Morningside Drive on STH 55, on behalf of the city. The application submitted to the Wisconsin Department of Transportation (WisDOT) is required for access as the project area is under WisDOT permitting authority. This means the city is asking WisDOT to allow a public roadway connection at this location. The authorization to submit an application is not an approval of any design elements, however, the reviewing parties agree that a roundabout would be the approved traffic control treatment if this intersection is installed for this development. Authorization to submit the application would allow the City and KASD to start working with WisDOT on a formal design for the intersection, including pedestrian accommodations. After the design process and with DOT approval, an access permit would allow for the street connection to be constructed if City BPW and Common Council direction to do so. As part of the preliminary WisDOT review of this connection, a Traffic Impact Analysis (TIA) was required. A TIA is a detailed look at the proposed development with proposed roadway connections and the impacts that the development traffic could have on several surrounding roads and intersections.

Alders thanked the Director of Public Works/ City Engineer, Neumeier, for all the documents provided for this project. Alders also agreed that a Public Informational Meeting should be held during the design process, prior to a final design being considered by the city. Alder Kilgas expressed concerns with pedestrian safety with the new middle school going near the proposed roundabout. KASD Director of Operations and Finance, Chris McDaniel, explained the proposal for a pedestrian tunnel underneath Highway CE. Alders expressed concerns about the timeline of this project and would feel more comfortable moving an application forward after public comments have been received and a listening session has been held.

Motion made by Antoine, seconded by Kilgas to authorize the Director of Public Works/City Engineer to submit a State Trunk Highway Connection Application to WisDOT for a public road at/across from Morningside Drive on STH 55 contingent on a public informational forum prior to the submission of the application.

Roll call vote: Antoine- aye, DeCoster- aye, Eggleston- aye, Kilgas- aye, Schell- aye, Schumacher- nay, and Thiele- nay.

Motion carried.

b. Ahlstrom/Red Hills Landfill Updates.

Ahlstrom staff were not present but Director of Public Works/ City Engineer, Neumeier, stated he would pass along any questions or concerns to them.

c. Recommendation for Bids on Project 8-25 Sanitary and Storm Sewer CIPP Installation.

The Engineering Department has reviewed and analyzed the bid received from Visu-Sewer on September 9th, 2025, at 4:00pm for the 8-25 Sanitary and Storm Sewer CIPP Installation Project. The Engineering Department only received one bid and compared it against the Engineer's estimate that was put together prior to bid opening. The Engineer's estimate is compiled utilizing previous years' prices and adjusted for inflation and changes in work descriptions. The received bid was \$2,092,499.50 for the work, a number much higher than anticipated. The Engineer's estimate for the project was \$1,386,397.00. This high bid is due to some very extensive work that would have been required for one of the main items on the project, along with some deadlines that the contractor did not feel comfortable meeting. The Engineering Department will be making alterations to the project scope and plans to rebid the project to receive more competitive pricing.

Motion made by Schell, seconded by Schumacher to reject all bids for Project #8-25, Sanitary and Storm Sewer CIPP Installation, and authorize the Engineering Department to seek bids for Project #8-25R, Sanitary and Storm Sewer CIPP Installation.

All Ald. Present voted aye.

Motion carried.

d. Recommendations for Disposal Site.

The continued concern about staff safety and non-compliant dumping at the Municipal Disposal site has brought staff and board members to consider operational changes. Providing an alternative disposal for Disposal Site users if refuse and recycling services were removed was a direction from this board. With the winter holidays being the highest producer of residential waste, providing a drop-off option of household garbage and recyclables for Disposal Site users seems to be the best fit. The city can also provide the same drop-off option in the spring before large and irregular collections resume in April. Drop-off dates would be Tuesday, January 6 from 7:15am-6pm and Tuesday, March 3 from 7:15am-6pm. These dates would be slightly adjusted each year and advertised in the city calendar along with Facebook and the city website. Residents can always bring excess garbage and recycling to the Outagamie County Recycling and Solid Waste Drop-off site Monday-Friday 7am-3:30pm and Saturday 7am-12pm. With the removal of the garbage and recycling containers from the Disposal Site, the city can provide compost for free to residents that have valid access to the site. This material would be managed and available to residents in the same manner as the wood chips offered at the site.

Motion made by Eggleston, seconded by Antoine to direct staff to remove the garbage and recycling services from the Municipal Disposal Site on January 2, 2026, advertise the service changes, provide and advertise the two drop off dates, and update waste ordinance 11.11 to reflect the changes to the Municipal Disposal Site.

All Ald. Present voted aye.

Motion carried.

e. U.S. Army Corps of Engineers Right of Entry for Construction - Bicentennial Ct.

Motion made by Kilgas, seconded by Schumacher to authorize Mayor Penterman to enter into an agreement with the U.S. Army Corps of Engineers for Right of Entry for construction on Bicentennial Court.

All Ald. Present voted aye.

Motion carried.

f. Riverside Park/Pool Hill - Easement to Kaukauna Utilities.

The City and Kaukauna Utilities are moving towards the final steps to facilitate the expansion of the water treatment facility at Riverside Park and the new plant on the top of Pool Hill. The Site plans have been reviewed, the needed CSM has been reviewed with the next step being to finalize the needed easements. These easements are necessary to facilitate access, construction, and long-term maintenance of the upgraded filtration systems.

Motion made by Schumacher, seconded by Schell to approve the easements as presented and direct the mayor to sign the required documents to record the easements.

All Ald. Present voted aye.

Motion carried.

3. Adjourn.

Motion made by Antoine, seconded by Eggleston to adjourn.

All Ald. Present voted aye.

Motion carried.

Meeting adjourned at 7:14 pm.

Kayla Nessmann, Clerk

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Monday, October 6, 2025, at 7:14 pm.

Members present: Mayor Penterman, Antoine, DeCoster (Zoom), Eggleston, and Schumacher.

Absent & Excused: Moore.

Also present: Ald. Kilgas, Ald. Schell, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Director Vosters, Mark. and Com. Manager Fencel, Fire Chief Carrel, HR Director Hodge, Police Chief Graff, Street Superintendent Van Gompel, Dir. of Plan. and Com. Dev. Kittel, Street Foreman Nelson, and interested citizens.

Motion by Eggleston, seconded by Schumacher to excuse the absent member.

All Ald. Present voted aye.

Motion carried.

1. Correspondence.

None.

2. Discussion Topics.

a. SPaR Building Community Room Fee Update Recommendation.

In 2019, the SPaR building opened the Community Room and Third st. Conference room for rentals. There are approximately 100 rentals (not internal) per year. The fees of the rooms have not been evaluated since the grand opening of the building almost seven years ago. The Recreation & Streets Departments have reviewed the rental policies and fee structures of some neighboring communities including Appleton, Combined Locks, De Pere, Fox Crossing, Kimberly, Little Chute, Menasha and Neenah. Rental fee changes would start in 2026.

Motion by Antoine, seconded by Eggleston to direct staff to increase the Community Room fee by \$50 per booking and equalize the security deposit for residents and non-residents for the Community Room and Third St. Conference Room.

All members present voted aye.

Motion carried.

b. Performance Management and Compensation Processes.

Under previous leadership in Human Resources, performance management and compensation processes were implemented between 2022–2024 in various stages and with various components. Due to the timing of the pieces of each program and the departure of the previous HR Director, the overall cohesiveness of the program pieces and the components was unknown once they were all put into practice. The compensation and performance management programs are comprised of several components: annual performance review, step check-ins, step pay increases, pay schedule adjustment (cost-of-living adjustment to step schedule), and merit incentive program. The processes for the above components are heavily manual to initiate, track, and manage. All components were well-intentioned but missed the mark on pulling together the pieces of the programs to successfully implement pay and performance in harmony. The manual nature of the processes takes a significant amount of time for supervisors, Human Resources, Payroll, and Finance.

c. Presentation of the preliminary 2026 Budget - Non-Personnel details.

Finance Director Van Rossum gave a presentation on the preliminary 2026 budget, non-personnel details. Details were provided on how much the budget is increasing or decreasing for various line items. Fin. Dir. Van Rossum stated that alders should reach out to him or the department head with any questions, otherwise this will be included in the proposed 2026 Budget presentation to the Committee of the Whole on Monday November 10th.

d. Weights and Measures Fee Changes for 2026.

In August, staff from the City of Kaukauna met with staff from the City of Appleton Department of Public Health for the annual weights and measures meeting. City of Appleton staff provided additional background on the weights and measures consortium and updates to the weights and measures fee schedule. The City of Appleton manages the East Central Weights & Measures Consortium. The Consortium invoices City of Kaukauna businesses that utilize meters. Businesses within the city are directed to the Consortium for weights and measures questions. Payments and related questions are directed to the City of Kaukauna. This arrangement allows weights and measures experts to answer questions about the program and for the City of Kaukauna to receive streamlined payment. Schedule fees are charged to city businesses. The Consortium recommends that the City of Kaukauna increases the petroleum pump fee by \$10 to support program sustainability and regional alignment. The last weights and measures fee change occurred in September 2022. To reflect the 2026 fee updates, the city paralegal drafted a resolution in collaboration with finance personnel.

Motion by Schumacher, seconded by Antoine to forward the Resolution Establishing Fees for Weights and Measures as presented to the Legislative Committee for consideration.

All members present voted aye.

Motion carried.

e. Refund of Property Taxes - 1604 Stafford Lane and 4101 Ridgecrest Lane.

Following the finalization of the 2024 assessment roll and levies, staff identified assessment errors on two parcels: Parcel 325037200 – 1604 Stafford Lane (The 2024 assessment incorrectly included square footage on the second story of the home that does not exist. This resulted in an overstated assessed value and tax bill) and Parcel 323222114 – 4101 Ridgecrest Lane (This parcel, owned by the city, was inadvertently switched to taxable status, causing a tax bill to be generated. As City-owned property, it should have remained tax exempt). Property owners are aware of this situation. The Finance Director has already submitted the appropriate forms to the Department of Revenue to initiate the process of having all taxing jurisdictions reimburse their share of the property taxes refunded. The City must first issue a refund to the property owners. On the 2025 Statement of Taxes, the city will receive reimbursement from the other taxing jurisdictions. In the case of Parcel 323222114, the city will reimburse itself since it had to pay the incorrectly generated tax bill.

Motion by Schumacher, seconded by Antoine to recommend issuing tax refunds for parcels 325037200 (1604 Stafford Lane) in the amount of \$1,747.59 and 323222114 (4101 Ridgecrest Lane) in the amount of \$1,236.73 using General Fund balance, with reimbursement to occur when the City receives funds back from the other taxing jurisdictions.

All members present voted aye.

Motion carried.

3. Adjourn.

Motion by Eggleston, seconded Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 7:57 pm.

Kayla Nessmann, Clerk

HEALTH AND RECREATION COMMITTEE

A meeting of the Health and Recreation Committee was called to order by Vice Chair Schell on Monday, October 6, 2025, at 7:58 P.M.

Members present: DeCoster (Zoom), Kilgas, Schell, and Thiele.

Also present: Ald. Schumacher, Ald. Eggleston, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Director Vosters, Mark. and Com. Manager Fencel, Fire Chief Carrel, HR Director Hodge, Police Chief Graff, Street Superintendent Van Gompel, Street Foreman Nelson, Dir. of Plan. and Com. Dev. Kittel, and interested citizens.

1. Correspondence – none.

2. Discussion Topics.

a. Special event application to Liz Walker for the Paws + Pumpkins event at the Kaukauna Dog Park on October 26, 2025 from 12:00-3:00pm.

Motion by Kilgas, seconded by Thiele to approve special event application to Liz Walker for the Paws + Pumpkins event at the Kaukauna Dog Park on October 26, 2025 from 12:00-3:00pm

All members voted aye.

Motion carried.

b. Special event application to Immanuel United Church of Christ for the Trunk or Treat event on October 25, 2025, from 12:00-4:00pm.

Motion by Thiele, seconded by Kilgas to approve special event application to Immanuel United Church of Christ for the Trunk or Treat event on October 25, 2025 from 12:00-4:00pm.

All members voted aye.

Motion carried.

c. Special event application to Adam Vander Hyden for the Kaukauna School District Homecoming Parade on October 8, 2025, from 5:30-6:45pm.

Motion by Kilgas, seconded by Thiele to approve special event application to Adam Vander Hyden for the Kaukauna School District Homecoming Parade on October 8, 2025, from 5:30-6:45pm.

All members voted aye.

Motion carried.

d. Special event application to St. Ignatius School for the Trunk or Treat event on October 24, 2025, from 5:00-7:00pm.

Motion by Thiele, seconded by Kilgas to approve special event application to St. Ignatius School for the Trunk or Treat event on October 24, 2025, from 5:00-7:00pm.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Kilgas, seconded by Thiele to adjourn.

All members voted aye.
Motion carried.

Meeting adjourned at 8:01 pm.
Kayla Nessmann, Clerk

LEGISLATIVE COMMITTEE

A meeting of the Legislative Committee was called to order by Vice Chair Schumacher on Monday, October 6, 2025, at 7:24 P.M.

Members present: Antoine, Schumacher, and Thiele.

Absent & Excused: Moore.

Also present: Ald. Schell, Ald. Kilgas, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Com. Enrich. and Rec. Director Vosters, Mark. and Com. Manager Fencel, Fire Chief Carrel, HR Director Hodge, Police Chief Graff, Street Superintendent Van Gompel, Street Foreman Nelson, Dir. of Plan. and Com. Dev. Kittel, and interested citizens.

Motion by Antoine, seconded by Thiele to excuse the absent member.
All Ald. Present voted aye.
Motion carried.

1. Correspondence

2. Discussion Topics.

a. Resolution 2025-5485 - Resolution Establishing Fees for Weights and Measures.

Motion by Antoine, seconded by Thiele to forward Resolution 2025-5485 - Resolution Establishing Fees for Weights and Measures to the Common Council for approval.

All members present voted aye.

Motion carried.

3. Adjourn.

Motion by Thiele, seconded by Antoine to adjourn.

All members present voted aye.

Motion carried.

Meeting adjourned at 8:04 p.m.

Kayla Nessmann, Clerk

PUBLIC PROTECTION AND SAFETY COMMITTEE

A meeting of the Public Protection and Safety Committee was called to order by Chair Kilgas on Monday, October 6, 2025, at 8:05 P.M.

Members present: Eggleston, Kilgas, Schell, and Schumacher.

Also present: Ald. Antoine, Ald. Thiele, Mayor Penterman, Attorney Greenwood, DPW/Eng. Neumeier, Fire Chief Carrel, Street Foreman Nelson, and interested citizens.

1. Correspondence - None.

2. Discussion Topics.

a. Adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- EMS coverage contracts.

Motion by Eggleston, seconded by Schumacher to adjourn to Closed Session Pursuant to State Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session- EMS coverage contracts.

All members voted aye.

Motion carried.

Adjourned to closed session at 8:06 PM.

b. Return to Open Session for possible action.

Motion by Schell, seconded by Schumacher to return to open session for possible action.

All members present voted aye.

Motion carried.

Returned to Open Session at 8:10 pm.

Motion by Schell, seconded by Schumacher to approve and authorize Mayor Penterman to enter into an ambulance service agreement with the Town of Vandenbroek.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Schumacher, seconded by Eggleston to adjourn.

All members voted aye.

Motion carried.

Meeting adjourned at 8:12 p.m.

Kayla Nessmann
Clerk



COUNCIL PROCEEDINGS - COUNCIL CHAMBERS – KAUKAUNA, WISCONSIN – SEPTEMBER 16, 2025

Pursuant to adjournment on September 2, 2025, a meeting of the Common Council of the City of Kaukauna was called to order by Mayor Penterman at 7:00 P.M. on Tuesday, September 16, 2025.

Roll call present: Antoine, DeCoster, Eggleston, Kilgas, Moore, Schell, and Schumacher.

Absent & Excused: Thiele.

Also present: Mayor Penterman, Attorney Greenwood, DPW/ Engineer Neumeier, Fire Chief Carrel, Police Chief Graff, Dir. of Plan. & Com. Dev. Kittel, Lib. Dir. Thiem-Menning, Kaukauna Utilities Moureau (Zoom), HR Manager Hodge (Zoom), Fin. Dir. Van Rossum, and interested citizens.

Motion by Antoine, seconded by Moore to excuse the absent member.

All Ald. Present voted aye.

Motion carried.

One minute of silent prayer and the Pledge of Allegiance to the American Flag observed by the assembly.

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, MEMORIALS, AND ACCOUNTS

PUBLIC APPEARANCES

BUSINESS PRESENTED BY THE MAYOR

Swearing in of Police Officer Mark Stary.

Chief Graff introduced Police Officer Mark Stary and welcomed him to the City of Kaukauna Police Department. Officer Stary's mom pinned on his badge and Clerk Nessmann swore in Officer Stary.

American Heart Association EMS Award to the Kaukauna Fire Department.

Mayor Penterman presented the American Heart Association EMS Award to Fire Chief Carrel and Kaukauna Fire Department staff.

Appointment of Shannon Schmalz to Redevelopment Authority City of Kaukauna (5-year term).

Motion by Moore, seconded by Eggleston to appoint Shannon Schmalz to the Redevelopment Authority City of Kaukauna (5-year term).

All Ald. Present voted aye.

Motion carried.

Temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species (September 22-October 5).

Motion by Moore, seconded by DeCoster to approve the temporary allowance of goats to be used at 1000 Islands Conservancy Zone to control invasive species (September 22-October 5).

All Ald. Present Voted aye.

Motion carried.

Alcohol at youth sporting events.

Alder DeCoster requested a discussion on alcohol at youth sporting events. DeCoster wondered what other municipalities are doing for a better comparison. The Kaukauna Athletic Club currently sells alcohol but only during adult league events.

Motion by DeCoster, seconded by Eggleston to forward the alcohol at youth sporting events onto the Health and Recreation committee.

Motion carried 6-1 (Moore).

CONSENT AGENDA

Board of Public Works Meeting Minutes of September 15, 2025.

Item removed by Mayor Penterman and taken up separately.

Finance & Personnel Committee Meeting Minutes of September 15, 2025.

Health & Recreation Committee Meeting Minutes of September 15, 2025.

Legislative Committee Meeting Minutes of September 15, 2025.

Public Protection and Safety Meeting Minutes of September 15, 2025.

Common Council Meeting Minutes of September 2, 2025.

Heart of the Valley Metropolitan Sewerage District Special Meeting Minutes of September 2, 2025.

Heart of the Valley Metropolitan Sewerage District Meeting Minutes of August 18, 2025.

Plan Commission Minutes from August 7, 2025.

1000 Islands Environmental Center Committee Meeting Minutes of July 17, 2025.

Industrial Park Commission Minutes from May 7, 2025.

Fire Report for July and August 2025.

Ambulance Report for July and August 2025.

Police Report for August 2025.

Code Enforcement Report for August 2025.

Court Report for August 2025.

Clerk-Treasurer's Daily Deposit Report for August 2025.

Building Inspection Report for August 2025.

Bills Payable.

Motion by Moore, seconded by Schell to remove the Board of Public Works Meeting Minutes of September 15, 2025 from the consent agenda.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt the remainder of the consent agenda.

All Ald. Present voted aye.

Motion carried.

Board of Public Works Meeting Minutes of September 15, 2025.

Discussion over accuracy of minutes. It was ultimately determined the minutes as presented were correct.

Motion by Kilgas, seconded by Schell to approve the Board of Public Works Meeting Minutes of September 15, 2025.

All Ald. Present voted aye.

Motion carried.

REPORTS OF STANDING AND SPECIAL COMMITTEES

Operator (Bartender) Licenses.

The following applicants have applied for an operator's license for the license year 2024-2026 and have been recommended for approval based on their record check by the police department:

Bradley	Behling	J.	1101 Janet St.	Kaukauna
Leah	Kitterman	A.	209 W Third St.	Kaukauna
Laura	Shields	C.	140 Lamplighter Dr.	Kaukauna
Danielle	Vandeberg	M.	W5473 Hidden Trail Ln.	Appleton

Motion by DeCoster, seconded by Eggleston to approve the operator/bartender licenses as listed.

All Ald. Present Voted aye.

Motion carried.

REPORTS OF CITY OFFICERS

Development Update.

Director of Planning and Community Development, Kittel, provided a development update. There are various projects happening in the city, which include the following: Grand Stay Hotel in Commerce Crossing, Legacy Creekside Apartments, Industrial Flex building, Home Town Ice, Precision Scraping, Eagle Graphics, and G&G Machine. Discussion held and questions answered.

Discussion to Update Zoning Ordinance to Include Data Centers in Industrial District.

Director of Planning and Community Development, Kittel led a discussion to update zoning ordinance to include data centers in industrial districts. Staff recommends updating the City's Industrial Zoning Code (Section 17.25) to include data centers as a permitted use. This change would position the City to accommodate a modern and growing industry, helping diversify our commercial base and remain competitive. Additionally, staff suggests allowing data centers as a conditional use in the Commercial Highway and Business Districts. This flexibility acknowledges that data centers vary significantly in size and infrastructure needs—some may require large tracts

of land and heavy utilities, while others may resemble small office buildings. This discussion is to look at updating zoning ordinances, not to approve a data center going into the City of Kaukauna. Alders expressed how they would want more information before approving a potential data center. Some alders expressed their concerns about how data centers could impact residents' water and electric bills due to the increased power being used by data centers. Alders also asked what kind of land Kaukauna would potentially allocate for a data center. Alders provided direction for Kittel to pursue the zoning ordinance update further.

CSM Review - 1601 E Hyland Avenue (Parcel 322072914).

Brandon Wegner, agent, has submitted a certified survey map for Bernatello's Pizza, owner, for their property located at 1601 E Hyland Avenue (parcel 322072914). A CSM was completed and approved for this property on November 17th, 2022, by the Plan Commission, but it was never recorded. Bernatello's now wants to move forward with recording that original CSM. The property is currently one lot, and it will remain one lot, but this CSM simplifies the legal description and includes greater details on existing easements.

Motion by Kilgas, seconded by Antoine to approve the Certified Survey Map for parcel 322072914 for Bernatello's Pizza.

All Ald. Present Voted aye.

Motion carried.

CSM Review - Parcels 325021600 and 325021900 (Pool Hill).

Zach Moureau, agent, has submitted a certified survey map for Kaukauna Utilities, to create three lots from parcels 325021600 and 325021900. Kaukauna Utilities would like to subdivide these existing parcels into three lots to accommodate the development of a water treatment plant that was approved by the Plan Commission on March 6th, 2025.

2025 Data Survey Municipal Leadership- Mayor.

Ald. Moore recommended that a committee should be formed of at least 3 staff members and 3 council members to look at municipal leadership options further. This item would go to the Legislative committee for discussion and would come back to Common Council for approval of a new committee.

Motion by Moore, seconded by Schell to forward to the Legislative Committee to investigate involving municipal leadership for the City of Kaukauna.

All Ald. Present voted aye.

Motion carried.

2025 Data Survey City Attorney.

Motion by Moore, seconded by Antoine to send to the Legislative Committee looking at city attorney in terms of appointment and/or election for the City of Kaukauna.

All Ald. Present voted aye.

Motion carried.

PRESENTATION OF ORDINANCES AND RESOLUTIONS

Resolution 2025-5483 Resolution Approving a Certified Survey Map for Parcel 322072914.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2025-5483 Resolution Approving a Certified Survey Map for Parcel 322072914.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Antoine to adopt Resolution 2025-5483 Resolution Approving a Certified Survey Map for Parcel 322072914.

All Ald. Present Voted aye.

Motion carried.

Resolution 2025-5484 Resolution approving a Certified Survey Map to divide two lots into three lots for parcels 325021600 and 325021900.

Motion by Moore, seconded by Eggleston to suspend the rules and waive the reading of Resolution 2025-5484 Resolution approving a Certified Survey Map to divide two lots into three lots for parcels 325021600 and 325021900.

All Ald. Present voted aye.

Motion carried.

Motion by Moore, seconded by Kilgas to adopt Resolution 2025-5484 Resolution approving a Certified Survey Map to divide two lots into three lots for parcels 325021600 and 325021900.

All Ald. Present Voted aye.

Motion carried.

ALDER REQUESTS FOR DISCUSSION AT THE NEXT COMMON COUNCIL MEETING

Alder Antoine asked for a discussion on adding more details to the meeting minutes.

CLOSED SESSION

Adjourn to Closed Session Pursuant to 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 207 Thilmany Rd.

Motion by Moore, seconded by Kilgas to adjourn to Closed Session Pursuant to 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – 207 Thilmany Rd.

All Ald. Present voted aye.

Motion carried.

Adjourned to closed session at 8:12 PM.

Return to Open Session for possible action.

Motion by Antoine, seconded by Moore to return to open session.

All Ald. Present voted aye.

Motion carried.

Returned to open session at 9:09 PM.

Motion by Moore, seconded by Schell to direct the city attorney to draft an offer to purchase for 207 Thilmany Road and bring back to the next Council meeting,

Roll call vote: Antoine- aye, DeCoster-aye, Eggleston-aye, Kilgas-aye, Moore-aye, Schell-aye, and Schumacher-nay.

Motion carried 6-1 (Schumacher).

ADJOURN

Motion by Moore, seconded by DeCoster to adjourn.
All Ald. Present voted aye.
Motion carried.

Meeting adjourned at 9:10 p.m.

Kayla Nessmann, Clerk



BOARD OF REVIEW

The Board of Review was called to order by Chairman Pahl at 9:00 A.M. in the Council Chambers of the Municipal Services Building, 144 W. Second Street, Kaukauna, on Wednesday, September 24, 2025.

Members present: Nelson, Burton, Jensen, Pahl, and Penterman.

Also present: Nick Marcks, Bowmar Appraisal.

Approval of the June 5, 2025 Adjourned Board of Review Meeting Minutes.

Motion by Burton, seconded by Jensen to approve the June 5, 2025 Adjourned Board of Review Meeting Minutes.

All members voted aye.

Motion carried.

Receive Assessment Roll and Sworn Statements from the City Assessor.

The 2025 Assessment Roll has been completed, open book was held on Tuesday, September 16, 2025, and the Assessor's Affidavit was signed. The City Assessor gave a report for 2025. The total assessed value for 2025 excluding manufacturing is \$1,893,311,900. Assessments increased 45% overall.

Appearance and Sworn Testimony by any property owners and/or their representatives who have filed a written objection form for their 2025 property assessment.

OBJECTION NO. 1: Brian P Klapperich – 1602 Peach Tree Court – Parcel No. 32-5-0703-00; Land – \$94,400; Improvements – \$585,700; Total – \$680,100.

Mr. Klapperich was sworn in and presented pictures of his home and spreadsheets. He feels his home is assessed at a much higher rate than other comparable homes. He stated that in 2020 the value is comparable, but in 2021, his value jumped 60%. This is compared to the 20-30% increase in the comparable homes he used in Winchester Park. The value for his home jumped 87% from 2020 to 2025, which he stated was much higher than other home value increases. Mr. Klapperich said he purchased the home fully furnished and feels he shouldn't pay taxes on that portion of the purchase price.

The assessor stated that the house was built in 2016 and values from 2009 were used to assess the house (2009 was the last revaluation). In 2021, the revaluation brought the value up to where it should be. He stated that there aren't many comparables to this property in the City of Kaukauna because it is a large custom-built ranch on 1.2 acres. The Town of Kaukauna has some comparables selling at around \$700,000.

Questions were asked by the board of Mr. Klapperich and the assessor.

Discussion/Decision on Objections filed by Property Owner(s).

Discussion was had by board members. Board members felt the assessor's valuation was accurate and fair.

Motion by Penterman, seconded by Jensen to deny the Objection to Real Estate Property Assessment submitted by Brian Klapperich, 1602 Peach Tree Court.
All members voted aye.
Motion carried.

Adjourn.

Motion by Jensen, seconded by Burton to close this year's Board of Review and to adjourn sine die.
All members voted aye.
Motion carried.

Meeting adjourned at 11:00 A.M.

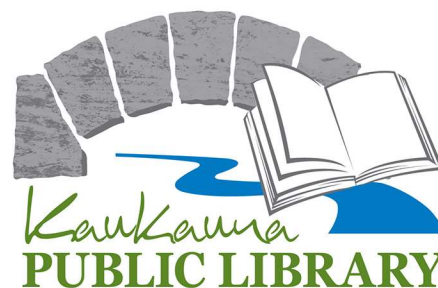
Christina Nelson
Deputy Clerk

LIBRARY BOARD MEETING MINUTES

City of Kaukauna

Kaukauna Public Library

207 Thilmany Rd STE 200, Kaukauna



Tuesday, August 26, 2025 at 5:30 PM

Library Board Room In-Person & Zoom Teleconference Hybrid Meeting

1. Call meeting to order
 - a. The meeting was called to order at 5:30p by President M.J. Kilgas.
2. Roll call of membership
 - a. Introduction of new Board member Paula Davis.
 - b. Present: M.J. Kilgas, C. Fallona, C. Van Boxel, J. Lucas, J. Van De Hey, J. Vondracek, D. Tatro, P. Davis, & A. Neumeier
 - c. Also Present: A. Thiem-Menning
3. Approval of minutes from previous meeting
 - a. Tuesday, June 24, 2025 Meeting Minutes
 - i. J. Vondracek made a motion to approve the Tuesday, June 24, 2025 Meeting Minutes, seconded by C. Van Boxel. Motion carries; all in favor.
4. Public Participation and Communications
 - a. None.
5. Action Items
 - a. Bill Register June 2025
 - i. Incorrect reports attached. No action.
 - b. Bill Register July 2025
 - i. Incorrect reports attached. No action.
 - c. OWLS Membership Renewal Agreement
 - i. C. Fallona made a motion to approve the OWLS Membership Renewal Agreement. Seconded by A. Neumeier. Motion carries; all in favor.
 - d. 2026 Closed Dates
 - i. J. Lucas made a motion to approve the proposed 2026 closed dates. Seconded by D. Tatro. Motion carries; all in favor.
 - e. Election of Officers
 - i. J. Vondracek made a motion to appoint the following slate of officers President- A. Neumeier, Vice President- J. Van De Hey,

Treasurer- J. Lucas and Secretary C. Fallona. Motion seconded by D. Tatro. Motion carries; all in favor.

- f. Committee Assignments
 - i. J. Vondracek made a motion to place M.J. Kilgas, J. Vondracek, J. Van De Hey and J. Lucas on the Finance Committee, and C. Fallona, D. Tatro and P. Davis on the Policy & Personnel Committee. Motion seconded by A. Neumeier. Motion carries; all in favor.
- 6. Information Items
 - a. Directors Report
 - i. The Board discussed Hoopla at length.
 - ii. Director Thiem-Menning gave updates on the construction project.
 - iii. Director Thiem-Menning went over the Library Table of Organization as part of a discussion of staffing requests memo for 2026.
 - b. Adult Services Librarian Report
 - c. Communications Coordinator Report
 - d. Trustee Topic: Appendix A
 - e. Statistics
 - i. J. Vondracek made a motion to receive and place the reports on file. Seconded by A. Neumeier.
- 7. Closed Session
 - a. Adjourn to closed session pursuant to §19.85(1)(e) for deliberating or negotiating the purchase of public properties- Orange Cat, Inc.
 - i. At 7:07p, C. Fallona made a motion to adjourn to closed session, seconded by A. Neumeier.
 - b. Return to open session for possible action.
 - i. At 7:23p J. Vondracek made a motion to return to open session, seconded by Anna Neumeier.
 - ii. C. Van Boxtel made a motion for the Director to purchase two sculptures from Orange Cat, Inc., seconded by A. Neumeier. President M.J. Kilgas held a roll call vote.
 1. C. Van Boxtel Yes
 2. J. Lucas No
 3. J. Van De Hey Yes
 4. J. Vondracek Yes
 5. D. Tatro Yes
 6. P. Davis Yes
 7. A. Neumeier Yes
 8. C. Fallona Yes

9. M.J. Kilgas Yes

10. Motion carries; eight (8) in favor to one (1) opposed.

8. Adjournment

a. The meeting adjourned at 7:25p.



PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, September 4, 2025 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, Michael Avanzi, Ken Schoenike, Mayor Tony Penterman

Absent: Pennie Thiele

Other(s) Present: Planning and Community Development Director Dave Kittel, Associate Planner Adrienne Nelson, Brandon Wegner from Mach IV Engineering and Surveying, Zach Moureau from Kaukauna Utilities, Representatives from Consolidated Construction Co. and Bassett Mechanical, Jesse Hall from Keller Inc., Dave O'brien from Bayland Buildings, Inc.

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

2. Approval of Minutes

a. Approve Minutes from August 7, 2025

Feller made a motion to approve the minutes from August 7, 2025. Seconded by Neumeier. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. CSM Review – 1601 E Hyland Avenue (Parcel 322072914)

Kittel introduced the proposed certified survey map for parcel 322072914, owned by Bernatello's. This CSM does not change the property lines, it will remain one lot, but it does clarify and simplify the legal description and easements for the property. The process for this CSM was started over a year ago and it was approved by the Plan Commission at that time, however, the document was never recorded. Bernatello's now wants to move forward with recording that original CSM. Staff is recommending

approval of the certified survey map for parcel 322072914 for Bernatello's Pizza.

Moore inquired about the parcel's odd configuration.

Kittel explained that several items have led to the parcel's odd shape, including previous combinations of the parcel with other properties, a radius caused by the existence of the railroad, and a small amount of property purchased in order to allow access to Badger Road.

Schoenike made a motion to approve the certified survey map for parcel 322072914 for Bernatello's pizza. Seconded by Moore. The motion passed unanimously.

b. CSM Review – Parcels 325021600 and 325021900 (Pool Hill)

Kittel introduced the proposed certified survey map for parcels 325021600 and 325021900. This CSM will help with the creation of Kaukauna Utilities' new water treatment facility. It will create three lots from the two existing lots. Easements are included in the CSM. Staff did not find any issues with the CSM itself, but there will be a change requested for the signature line portion. The city clerk will need to sign off on the CSM, not the director of planning and community development. Staff is recommending approval of the CSM with the condition that the signature line is changed from the director of planning and community development to the city clerk.

Schoenike inquired about access to the existing well.

Kittel explained that there will be a formalized easement to allow for access.

Moore made a motion to approve the CSM with the condition that the signature line is changed from the director of planning and community development to the city clerk. Seconded by Neumeier. The motion passed unanimously.

c. Site Plan Review – Bassett Mechanical (1215 Hyland Avenue)

Director Kittel introduced the site plan for the proposed 12,342 square feet addition to the existing Bassett Mechanical building located at 1215 Hyland Avenue. The plan is to add onto the rear of the building, and the addition won't directly front onto any streets. This addition will create a pull through truck bay that includes some office rooms and conference rooms and will facilitate growth for the business. Staff has reviewed the plan and confirmed that it is in compliance with all covenants and meets all requirements set forth in city ordinance. The site plan was reviewed

and approved by the Industrial Park Commission. Staff is recommending approval of the development as presented.

Moore asked if the addition would be the same height as the existing building.

Kittel confirmed that the height of the addition would be the same height as the existing building.

Moore asked for more information on the doors of the addition. Are they facing north?

Kittel explained that there are doors on both the east and west sides of the addition – two bay doors that allow them to drive a truck into the addition and a couple of service doors.

Mayor reiterated that staff is recommending approval of the development as presented.

Moore made a motion to approve the development as presented.

Seconded by Feller. The motion passed unanimously.

d. Site Plan Review – Accurate Machine (1901 Hyland Avenue)

Director Kittel introduced the site plan for the proposed 6,000 square feet addition to the existing Accurate Machine building located at 1901 Hyland Avenue. The plan is to add onto the rear of the building and the façade will match the existing building. The erosion control and stormwater management permit for this project still needs to be finalized. Staff has reviewed the plan and confirmed that it is in compliance with all covenants and meets all requirements set forth in city ordinance. The site plan was reviewed and approved by the Industrial Park Commission.

Mayor Penterman explained that staff is recommending approval of the development as presented with the conditions that stormwater and erosion control permits are obtained from the engineering department and a landscaping plan is approved by the Director of Planning and Community Development before building permits are issued.

Neumeier made a motion to approve the development as presented with the conditions that stormwater and erosion control permits are obtained from the engineering department and a landscaping plan is approved by the Director of Planning and Community Development before building permits are issued. Seconded by Avanzi. The motion passed unanimously.

e. Site Plan Review – Team Industries (1200 Maloney Road)

Director Kittel introduced the site plan for the proposed 1,800 square feet addition to the existing Team Industries building located at 1200 Maloney Road. The plan is to add onto the front of the building and the façade will be made up of masonry and metal seam siding. This addition is essentially dock base in order to help with loading and unloading. Staff

has reviewed the plan and confirmed that it is in compliance with all covenants and meets all requirements set forth in city ordinance. The site plan was reviewed and approved by the Industrial Park Commission. Neumeier asked if there are plans to have the area around the addition cleaned up.

Kittel explained that the racking will be adjusted, and the two small utility structures in the front will be removed.

Mayor Penterman reiterated that staff is recommending approval of the development as presented.

Moore made a motion to approve the development as presented.

Seconded by Jensen. The motion passed unanimously.

5. Other Business

a. None

6. Adjourn

Jensen made a motion to adjourn the meeting. Seconded by Feller. Motion passed unanimously. The meeting adjourned at 4:14 p.m.



City - Bills Payable

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000440/1	082825	9/1/2025		08/28/25 Payroll, 08/28/25 Payroll	M i s s i o n S q u a r e Retirement	21,721.43
00000441/1	422183	9/1/2025		Parks/Custodial Supplies	Superior Chemical, LLC	334.73
00000441/2	DBS45975897	9/1/2025		08/28/25 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	3,299.72
00000441/3	IAFF45975897	9/1/2025		08/28/25 Payroll	Fire Association Local 1594	720.48
00000441/4	KPPA45975897	9/1/2025		8/28/25 Payroll	Police Association	725.00
00000441/5	FHF45975897	9/1/2025		08/28/25 Payroll	Fire House Fund	352.00
00000441/6	PEL45975897	9/1/2025		08/28/25 Payroll	Pelion Benefits, Inc (SSA)	3,978.57
00000442/1	WIKIM304598	9/3/2025	General Fund - 101	AA Batteries	Fastenal Company	15.84
00000442/2	503402	9/3/2025	General Fund - 101	Annual Subscription Fee	WiLS	199.00
125566	158684	9/5/2025		Flat Tire #81	A T F Tires & Service Center Inc.	35.65
125567	9163933399	9/5/2025		Medical Oxygen	Airgas USA, LLC	71.12
125568	26165	9/5/2025		Monthly Managed Services Agreement	Amplitel Technologies LLC	13,030.00
125568	26110	9/5/2025		Copilot License for Megan	Amplitel Technologies LLC	328.44
125569	083125	9/5/2025		Mileage - August	Anthony Penterman	42.00
125570	425714	9/5/2025		EAP Standard Services	A s c e n s i o n W I Employer Solutions	930.00
125571	5078175	9/5/2025		Revenue Bond Admin Fee	Associated Trust Company, N.A.	612.00
125572	133048	9/5/2025		Random/Reasonable Suspicion, Pre-Employment	Aurora Health Care, Inc.	490.00
125573	061023517	9/5/2025		Bucket Truck #219	Automotive Supply Co	8.50
125573	061023518	9/5/2025		Bucket Truck #219	Automotive Supply Co	7.82
125573	061024228	9/5/2025		Seafoam - Motor Tune Up	Automotive Supply Co	8.48
125574	INUS370126	9/5/2025		Bodycam/License - New Officer	Axon Enterprise, Inc.	1,078.04
125575	85878820	9/5/2025		Medical Supplies	Bound Tree Medical, LLC.	765.24
125576	282392	9/5/2025		Nuts & Bolts for #2141	Carstens Ace Hardware	4.57
125576	281999	9/5/2025		Acid	Carstens Ace Hardware	43.16
125576	282390	9/5/2025		Mounting Hardware #2141	Carstens Ace Hardware	5.10
125576	282250	9/5/2025		Keys	Carstens Ace Hardware	17.90
125576	282212	9/5/2025		Sprinkler	Carstens Ace Hardware	45.86
125576	280114	9/5/2025		Park Supplies	Carstens Ace Hardware	6.97
125576	282291	9/5/2025		Mounting Hardware #2141	Carstens Ace Hardware	9.50
125576	282415	9/5/2025		Cleaning Supplies	Carstens Ace Hardware	17.97
125576	282204	9/5/2025		Blackstone Fuel	Carstens Ace Hardware	16.10
125577	CAL3529811	9/5/2025		Library Materials	Cavendish Square	186.03
125578	722171	9/5/2025		Bricks for Ring of Honor	Creative Brick & Concrete	279.70

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125580	453552	9/5/2025		FSA - September	Diversified Benefit Services, Inc.	740.68
125581	18633	9/5/2025		Signage for Kiosk	Eagle Sign & Design LLC	150.00
125582	082725	9/5/2025		New Hire Lunch Reimbursement	Elisa Hodge	46.38
125583	0104847-IN	9/5/2025		Heater Repair	Energy Control & Design, Inc.	1,186.93
125584	00062854	9/5/2025		Replace Garage Door Lock	Freedom Overhead Doors, LLC	130.00
125585	613032	9/5/2025		8/20 Live! Concert	General Beer Dist-NE	1,113.14
125586	U30000195455	9/5/2025		Recycling - August	GFL Green For Life Environmental	738.91
125587	9607075943	9/5/2025		Grease for New Fire Truck #2141	Grainger Inc	162.36
125588	083125	9/5/2025		New Connections - August	Heart of the Valley Metropolitan - New Connections	6,208.00
125589	89733103	9/5/2025		Books	Ingram	20.30
125589	89741822	9/5/2025		Books	Ingram	20.38
125589	89809841	9/5/2025		Books	Ingram	28.15
125589	89809842	9/5/2025		Books	Ingram	10.74
125589	89761310	9/5/2025		Books	Ingram	16.62
125589	89809839	9/5/2025		Books	Ingram	17.25
125589	89761314	9/5/2025		Books	Ingram	20.32
125589	89809834	9/5/2025		Books	Ingram	17.82
125589	89761311	9/5/2025		Books	Ingram	17.12
125589	89741825	9/5/2025		Books	Ingram	10.11
125589	89761308	9/5/2025		Books	Ingram	30.76
125589	89809837	9/5/2025		Books	Ingram	27.92
125589	89761317	9/5/2025		Books	Ingram	25.20
125589	89809835	9/5/2025		Books	Ingram	21.49
125589	89733102	9/5/2025		Books	Ingram	19.58
125589	89733101	9/5/2025		Books	Ingram	18.90
125589	89809840	9/5/2025		Books	Ingram	17.25
125589	89741823	9/5/2025		Books	Ingram	10.20
125589	89733104	9/5/2025		Books	Ingram	11.62
125589	89761309	9/5/2025		Books	Ingram	29.02
125589	89761312	9/5/2025		Books	Ingram	18.85
125589	89733105	9/5/2025		Books	Ingram	17.75
125589	89733107	9/5/2025		Books	Ingram	10.81
125589	89761306	9/5/2025		Books	Ingram	21.41
125589	89809836	9/5/2025		Books	Ingram	17.15
125589	89809838	9/5/2025		Books	Ingram	21.60
125589	89761316	9/5/2025		Books	Ingram	9.89
125589	89786220	9/5/2025		Books	Ingram	33.86
125589	89761313	9/5/2025		Books	Ingram	30.89
125589	89741821	9/5/2025		Books	Ingram	33.98
125589	89733100	9/5/2025		Books	Ingram	21.52
125589	89761307	9/5/2025		Books	Ingram	30.70
125589	89733106	9/5/2025		Books	Ingram	35.51
125589	89741824	9/5/2025		Books	Ingram	7.95

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125589	89741820	9/5/2025		Books	Ingram	14.74
125589	89786219	9/5/2025		Books	Ingram	18.14
125589	89761305	9/5/2025		Books	Ingram	21.41
125589	89761315	9/5/2025		Books	Ingram	24.85
125590	65207	9/5/2025		Security Deposit Refund	Jason Mueller	200.00
125591	65208	9/5/2025		Security Deposit Refund	Jose Martin Mendez	200.00
125592	083125	9/5/2025		Mileage - August	Kayla Nessmann	23.52
125593	65206	9/5/2025		Security Deposit Refund	Keisha Balch	200.00
125594	9777	9/5/2025		Monthly Lawn & Landscape Maintenance	Killian's Lawnscapeing, Inc.	250.00
125595	082825	9/5/2025		Summer Soccer Classes	Larissa Likes	360.00
125596	00401015	9/5/2025		Inspection Consulting Services - July 2025	McMahon Associates Inc	1,191.27
125597	65190	9/5/2025		Park Reservation Refund	Megan Koch	75.00
125598	CK2025-8-1	9/5/2025		Dam Lights	Mid-State Sign Service LLC	1,480.00
125599	T584317	9/5/2025		Propane	Milton Propane	190.69
125600	11626924	9/5/2025		Eagle Days Presentation	National Eagle Center	1,747.95
125601	2248903	9/5/2025		NetSuite Software	Oracle NetSuite	1,633.50
125602	083125	9/5/2025		County Court Share - August 2025	Outagamie County Treasurer	1,040.08
125603	M145109	9/5/2025		Medical Supplies	Penn Care, Inc.	316.39
125604	4708	9/5/2025		Grease	Rennert's Fire Equipment Service, Inc.	347.07
125605	676887362703SFL	9/5/2025		License Fee, Administration Expense for Loan Document Creation for Various Projects	Simplifile, LC	55.25
125606	21199	9/5/2025		Fassbender/Vets Mulch	Skid & Pallet Service	145.00
125607	88880	9/5/2025		Sewer Televising in 2nd St. Alley	Speedy Clean Drain & Sewer	630.00
125608	083125	9/5/2025		State Court Share - August 2025	State of Wisconsin	2,668.39
125609	9210016449	9/5/2025		Battery Charger	Stryker Sales Corporation	1,260.48
125609	9210003756	9/5/2025		Alvarium Battery	Stryker Sales Corporation	880.62
125610	468646	9/5/2025		Refuse Truck #224	Triumph Tires Inc	730.00
125611	090225	9/5/2025		Witness Fee - Stewart Trial	Troy Naparalla	28.00
125612	19716792 071525	9/5/2025		Cellphone Records	UScellular	150.00
125613	6160378278	9/5/2025		Coverall/Mat Service	VESTIS	95.50
125614	5427	9/5/2025		YEL Summer Classes	Youth Enrichment League	1,512.00
00000443/1	INV06571630	9/8/2025		Payroll Software, HRIS Software	Paycor, Inc.	3,813.30
00000444/1	500380-002025-08-25	9/8/2025		Augustine St Sewer Lift	Kaukauna Utilities	987.92
00000444/1	452198-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	30.46
00000444/1	500249-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	34.14
00000444/1	390980-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	38.04
00000444/1	403075-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	111.16
00000444/1	500364-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	390.30
00000444/1	500114-012025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	2,345.85
00000444/1	331391-022025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	172.98
00000444/1	460192-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	11.13

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
00000444/1	380721-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	55.17
00000444/1	403061-012025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	273.14
00000444/1	500312-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000444/1	441511-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	18.35
00000444/1	312212-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	49.61
00000444/1	332580-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	228.17
00000444/1	332585-012025-08-25	9/8/2025		Lafollette Park Emergency Siren	Kaukauna Utilities	18.81
00000444/1	352197-002025-08-25	9/8/2025		Bel Air Lift Station	Kaukauna Utilities	24.45
00000444/1	500890-002025-08-25	9/8/2025		Sherry Ln Sewer Lift	Kaukauna Utilities	464.20
00000444/1	421955-052025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	28.27
00000444/1	350376-002025-08-25	9/8/2025		10th St Lift Station	Kaukauna Utilities	39.62
00000444/1	500340-012025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	29.48
00000444/1	310903-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	19,727.90
00000444/1	310902-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	13.57
00000444/1	410785-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	21.70
00000444/1	551035-002025-08-25	9/8/2025		Cty Rd J Sewer Lift	Kaukauna Utilities	49.78
00000444/1	454115-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	137.06
00000444/1	403066-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	157.51
00000444/1	403065-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	214.59
00000444/1	403062-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	259.22
00000444/1	490122-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	315.05
00000444/1	452921-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	16.48
00000444/1	550060-012025-08-25	9/8/2025		Cty Rd J Emergency Siren	Kaukauna Utilities	19.64
00000444/1	500248-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	32.18
00000444/1	500342-012025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	36.71
00000444/1	452204-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	40.62
00000444/1	391620-022025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	51.09
00000444/1	311674-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	56.98
00000444/1	500341-012025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	267.94
00000444/1	452210-002025-08-25	9/8/2025		Water, Sewer, & Electric	Kaukauna Utilities	299.68
00000444/2	090225	9/8/2025		October 2025, October 2025	Securian Financial Group, Inc.	3,079.65
00000444/3	INUS5861	9/8/2025		Consulting Services	Fast Four USA Inc.	562.50
125615	311122625202709	9/9/2025		Parks/Hand Tools	Capital One Commercial	105.97
125616	078334	9/9/2025		Cell Phone - IT, Cell Phone - Attorney, Cell Phone - Grignon Mansion, Cell Phone - PD, Cell Phone - Planning, Cell Phone - Inspection, Cell Phone - FD, Cell Phone - FD, Cell Phone - Engineering, Cell Phone - HR	Cellcom	2,147.17
125617	9813	9/9/2025		WPRA Tickets	Wisconsin Park & Recreation Assn	8,874.79
125618	1470	9/11/2025		Facade Updates and Interior Renovation - Approved by RACK on 07/14/25	Six Amigos LLC	30,000.00
125619	02-41765	9/12/2025		General Janitorial Services provided Monday through Friday at the Municipal Services Building and Police Department Services will be provided per the Scope of Work provided with the original work order AUGUST 2025 - 2nd half of the month	Advanced Maintenance Solutions	1,303.92
125619	02-41515	9/12/2025		Monthly Janitorial Services for the month of the invoice date - First Half 1000 Islands Environmental Center 1000 Beaulieu Ct Kaukauna , WI 54130 AMS	Advanced Maintenance Solutions	429.98
125619	02-41597	9/12/2025		Monthly Contract Janitorial Services for the month of September	Advanced Maintenance Solutions	2,277.40

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125620	180662	9/12/2025		New Rifles	American Defense Mfg. Products	7,050.00
125620	178840	9/12/2025		New Rifles	American Defense Mfg. Products	41,353.50
125621	26215	9/12/2025		Verkada Camera - 5 year Licensing	Amplitel Technologies LLC	2,334.93
125622	25-047	9/12/2025		Officer Counseling	Ascent Consulting, LLC	5,250.00
125623	17085	9/12/2025		Furnace Tune Up - Fall 2025	Berken Heating & Cooling, Inc	550.85
125624	118633	9/12/2025		Hydro Park/Fertilizing Round 3	Bob & Dave's Lawn & Landscaping	192.80
125625	283119	9/12/2025		Cleaning Supplies	Carstens Ace Hardware	21.22
125625	283001	9/12/2025		Kitchen Scrubbing Pad	Carstens Ace Hardware	3.59
125625	282629	9/12/2025		Misc Pool Items	Carstens Ace Hardware	215.00
125625	283258	9/12/2025		Hitch for Boat Trailer	Carstens Ace Hardware	29.69
125625	282732	9/12/2025		Ambulance Garbage Bags	Carstens Ace Hardware	10.77
125625	282600	9/12/2025		Fuel & Supply Hose #2141	Carstens Ace Hardware	37.65
125625	282407	9/12/2025		Car Wash	Carstens Ace Hardware	10.78
125626	INV-250820-0071832	9/12/2025		Annual MS-ISAC Membership	Center for Internet Security, Inc.	995.00
125627	152858601090125	9/12/2025		Internet & Phone 09/04 - 10/03/25	C h a r t e r Communications	134.75
125627	152855801090125	9/12/2025		SIP Block 09/04 - 10/03/25	C h a r t e r Communications	212.57
125627	152858701090125	9/12/2025		Ntl Fbr 09/04 - 10/03/25	C h a r t e r Communications	1,099.00
125628	1000 Islands Endowment Fund 091225	9/12/2025		1000 Islands Endowment Fund - Memorial Donation for Steve Keller	C o m m u n i t y Foundation for Fox Valley Region	25.00
125629	20664	9/12/2025		Bunker Gear Repair	CR Canvas Specialties, Inc.	104.00
125630	54197	9/12/2025		Oil #84	DC Auto Repair, LLC	54.02
125630	54208	9/12/2025		Steering #92	DC Auto Repair, LLC	4,497.27
125630	54045	9/12/2025		Starter, Brakes #95	DC Auto Repair, LLC	954.45
125631	207152037	9/12/2025		Athletic Field Paint	Diamond Vogel Inc.	188.90
125632	62001	9/12/2025		Locates - August	Diggers Hotline Inc.	747.25
125633	344267	9/12/2025		Safety Clothing	Eagle Graphics LLC	390.05
125634	0191155-IN	9/12/2025		Sally Port Sensor Issue	EZ Glide Garage Doors	220.00
125635	56066	9/12/2025		Custodial Supplies	Fox Specialty Company LLC	114.36
125636	9641	9/12/2025		Street/Safety Gloves	H & R Safety Solutions, LLC	468.82
125637	September 3 , 2025	9/12/2025		Wastewater Treatment - August	Heart of the Valley Metropolitan Sewerage District	150,525.88
125638	90257890	9/12/2025		Books	Ingram	17.42
125638	90008749	9/12/2025		Books	Ingram	17.79
125638	89984748	9/12/2025		Books	Ingram	33.71
125638	89906560	9/12/2025		Books	Ingram	39.70
125638	89906563	9/12/2025		Books	Ingram	11.14
125638	89914549	9/12/2025		Books	Ingram	18.30

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125638	89984749	9/12/2025		Books	Ingram	19.25
125638	90295589	9/12/2025		Books	Ingram	19.63
125638	89906568	9/12/2025		Books	Ingram	20.79
125638	89906561	9/12/2025		Books	Ingram	23.90
125638	89984751	9/12/2025		Books	Ingram	28.71
125638	89968314	9/12/2025		Books	Ingram	33.68
125638	89984747	9/12/2025		Books	Ingram	5.82
125638	89906571	9/12/2025		Books	Ingram	6.07
125638	89968316	9/12/2025		Books	Ingram	8.49
125638	90317402	9/12/2025		Books	Ingram	16.63
125638	89906565	9/12/2025		Books	Ingram	17.56
125638	89984750	9/12/2025		Books	Ingram	27.87
125638	89984745	9/12/2025		Books	Ingram	119.66
125638	90008753	9/12/2025		Books	Ingram	12.24
125638	89906556	9/12/2025		Books	Ingram	17.11
125638	89984743	9/12/2025		Books	Ingram	87.02
125638	90008752	9/12/2025		Books	Ingram	6.67
125638	89914550	9/12/2025		Books	Ingram	8.69
125638	89968317	9/12/2025		Books	Ingram	10.98
125638	89906572	9/12/2025		Books	Ingram	12.97
125638	89914551	9/12/2025		Books	Ingram	14.58
125638	89968313	9/12/2025		Books	Ingram	19.48
125638	89984753	9/12/2025		Books	Ingram	21.39
125638	89906558	9/12/2025		Books	Ingram	39.70
125638	89914546	9/12/2025		Books	Ingram	9.44
125638	89984754	9/12/2025		Books	Ingram	11.68
125638	89906559	9/12/2025		Books	Ingram	17.09
125638	89906562	9/12/2025		Books	Ingram	31.27
125638	89984746	9/12/2025		Books	Ingram	35.85
125638	90008750	9/12/2025		Books	Ingram	12.77
125638	89968315	9/12/2025		Books	Ingram	13.73
125638	89906569	9/12/2025		Books	Ingram	15.40
125638	89906557	9/12/2025		Books	Ingram	20.59
125638	89906567	9/12/2025		Books	Ingram	20.79
125638	90008751	9/12/2025		Books	Ingram	22.44
125638	89906564	9/12/2025		Books	Ingram	10.76
125638	89968312	9/12/2025		Books	Ingram	11.48
125638	89906566	9/12/2025		Books	Ingram	15.51
125638	89984752	9/12/2025		Books	Ingram	25.53
125638	89984742	9/12/2025		Books	Ingram	29.99
125638	89984741	9/12/2025		Books	Ingram	34.26
125638	89984744	9/12/2025		Books	Ingram	174.88
125638	89906570	9/12/2025		Books	Ingram	4.55
125638	89914547	9/12/2025		Books	Ingram	10.19
125638	89914548	9/12/2025		Books	Ingram	10.79
125639	90168400	9/12/2025		New Battery #88	Interstate Battery	280.95
125640	091125	9/12/2025		CDL Reimbursement	Josh Karl	75.48
125641	090825	9/12/2025		Share of Sales from Live! 2025	Kaukauna Lion's Club	2,176.50

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125642	47963	9/12/2025		Refuse #225	Klink Hydraulics, LLC	185.28
125643	091025	9/12/2025		XYZ Performance - September	Kyle Megna	200.00
125644	17264-25	9/12/2025		Memorial Benches	Lee Recreation, LLC	7,406.00
125645	51576752	9/12/2025		Oxygen Rental	L i n d e G a s & Equipment Inc.	69.12
125646	40024603	9/12/2025		August 25 Copier	Marco	248.09
125647	375681	9/12/2025		Stone for Sign Install	MCC Inc.	45.72
125647	375074	9/12/2025		Strassburg Park Playground	MCC Inc.	529.71
125647	376257	9/12/2025		Strassburg Park	MCC Inc.	132.79
125648	091025	9/12/2025		Postage for WPRA Tickets - Send Back	Michelle Mielke	15.95
125649	CK2025-9-2	9/12/2025		Dam Light Repair	Mid-State Sign Service LLC	304.50
125650	28508	9/12/2025		Lift Bridge Gate - Electric	NEXT Electric	465.00
125651	282461660	9/12/2025		Pest Control - MSB	ORKIN Pest Control	114.00
125651	282462229	9/12/2025		Pest Control - SPar Building	ORKIN Pest Control	71.00
125652	198109	9/12/2025		Carbon Monoxide Monitors	Oshkosh Fire & Police Equipment	390.00
125653	130984	9/12/2025		001 INTERPRETATION - JUNE 2025	Outagamie County Treasurer	124.56
125654	X101208849:01	9/12/2025		Bucket Truck #219	P a c k e r C i t y International Trucks, Inc.	174.77
125655	2255875	9/12/2025		Strassburg Sidewalk	Peters Concrete Company	1,336.00
125655	2256671	9/12/2025		Strassburg Bench Pads	Peters Concrete Company	175.00
125656	2025-76408	9/12/2025		Refuse Truck #225	R.N.O.W., Inc.	242.25
125657	090825	9/12/2025		Bucket Truck #219 - WI Title & License Plate App	Registration Fee Trust - Wisconsin Dept of Transportation	169.50
125658	95760	9/12/2025		Street Sign/Mark	Rent-A-Flash of Wisconsin, Inc	2,216.24
125659	20860	9/12/2025		Trees	Schmalz Custom Landscaping	874.98
125660	88944	9/12/2025		Additional Sewer Televising in 2nd St Alley	Speedy Clean Drain & Sewer	225.00
125661	25-11751	9/12/2025		Subpoena Records Inv.	The Bancorp Bank, N.A.	80.00
125662	2949-9	9/12/2025		Street Painter #51	The Sherwin Williams Co.	1,395.00
125662	1625-2	9/12/2025		Street Paint	The Sherwin Williams Co.	714.00
125663	m8368	9/12/2025		Annual Software Maintenance	T r a n s c e n d e n t Technologies	2,198.00
125664	0216727-IN	9/12/2025		Bucket Truck #219	Utility Sales & Service	93.60
125665	475548	9/12/2025		003508-00002 General Legal - October 2024	von Briesen & Roper S.C.	552.00
125665	495778	9/12/2025		003508-00002 General Legal - May 2025	von Briesen & Roper S.C.	547.50
125665	492008	9/12/2025		003508-00002 General Legal - April 2025	von Briesen & Roper S.C.	1,168.00
125665	470217	9/12/2025		003508-00002 General Legal - August 2024	von Briesen & Roper S.C.	483.00

Check #	Bills Paid	Date	Class	Line Description	Addressee	A m o u n t Paid
125665	466878	9/12/2025		003508-00002 General Legal - July 2024	von Briesen & Roper S.C.	310.50
125665	499246	9/12/2025		003508-00009 EEO - June 2025	von Briesen & Roper S.C.	2,628.00
125665	499245	9/12/2025		003508-00002 General Legal - June 2025	von Briesen & Roper S.C.	219.00
125666	5607257637	9/12/2025		Gas Service - August	We Energies	9.57
125666	5607339962	9/12/2025		Gas Service - August	We Energies	47.98
125666	5609200246	9/12/2025		Gas Service - August	We Energies	9.57
125666	5608316494	9/12/2025		Gas Service - August	We Energies	1,264.56
125666	5609327608	9/12/2025		Gas Service - August	We Energies	9.57
125666	5606763764	9/12/2025		Gas Service - August	We Energies	566.24
125666	5608718711	9/12/2025		Gas Service - August	We Energies	62.16
125666	5607051378	9/12/2025		Gas Service - August	We Energies	55.87
125667	ARU0385761	9/12/2025		Books	Willow Lane Education	1,170.05
125668	4648	9/12/2025		Book - Driver/Operator	WSESI	110.00
00000445/1	WS2GPC012814233	9/15/2025		October 2025	Wisconsin Employee Trust Funds (ETF)	424,820.54
00000445/2	091125	9/15/2025		09/11/25 Payroll, 09/11/25 Payroll	Mission Square Retirement	21,432.32
00000446/1	AF13D2X	9/15/2025		New Laptop for Will	CDW Government	1,530.76
00000446/1	AF57N1P	9/15/2025		New PC for Jessica Schneider	CDW Government	1,378.90
00000446/2	090825	9/15/2025		Rent - September, Maintenance - September	Grand Kakalin LLC	21,176.00
00000446/3	1275331	9/15/2025		Gas (\$2.87/Gallon)	Garrow Oil Corp.	23,766.21
00000446/4	501802-008/31/2025	9/15/2025		Tower Drive Sewer Lift	Kaukauna Utilities	1,647.56
00000446/5	DBS45115911	9/15/2025		09/11/25 Payroll, 09/11/25 Payroll	Diversified Benefit Services, Inc (DBS) (ACH)	8,734.72
00000446/6	IAFF45115911	9/15/2025		09/11/25 Payroll	Fire Association Local 1594	720.48
00000446/7	KPPA45115911	9/15/2025		09/11/25 Payroll	Police Association	754.00
00000446/8	PEL45115911	9/15/2025		09/11/25 Payroll	Pelion Benefits, Inc (SSA)	1,582.16
Total						916,290.15

October 7, 2025

Item 7.a.

The following applicants have applied for an operator's license for the license year **2024-2026** and have been recommended for approval based on their record check by the police department:

Gnawali	Sushil		4001 Towne Lakes Cir.	Appleton
Prien	Addison	E.	5486 W Cedar Crest Ct.	Appleton

PRELIMINARY CSM EXHIBIT

Surveyor's Certificate:

I, Jordan G. Brost, Professional Land Surveyor, hereby certify:

Being all of Lots 1 and 2 of Outagamie County Certified Survey Map No. 6559 as recorded in Volume 39 of Certified Survey Maps, Page 6559, as Document No. 1906502, and being part of Government Lots 2 and 3, all located in part of the Northwest 1/4 of Section 36, Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin, described as follows:

Commencing at the West 1/4 corner of Section 36, Township 21 North, Range 18 East;
Thence S 89°31'20" E along the South line of the Northwest 1/4 of said Section 36, 40.84 feet to the southwest corner of Government Lot 3 of said Section 36 and being on the East right-of-way line of S.T.H. "55", said point also being the Southwest corner of Lot 1 of Certified Survey Map No. 6559 and the Point of Beginning (P.O.B.) of the parcel to be described;
Thence N 00°20'39" E along the West line of said Government Lot 3, said line also being the West line of said Lot 1 and the East right-of-way line of said S.T.H. "55", 374.92 feet;
Thence N 15°43'14" E along the South line of said Lot 1 and along said East right-of-way line of S.T.H. "55", 51.86 feet;
Thence N 00°20'39" E along said West line of Lot 1 and along said East right-of-way line of S.T.H. "55", 30.00 feet;
Thence N 62°40'32" W along said West line of Lot 1 and along said East right-of-way line of S.T.H. "55", 15.43 feet;
Thence S 89°18'42" E along said West line of Lot 1, 156.60 feet;
Thence N 00°20'39" E along said West line of Lot 1, 94.75 feet to the South line of Lot 2 of Certified Survey Map No. 6559;
Thence N 00°15'04" E along said South line of Lot 2, 84.29 feet;
Thence N 89°32'00" W along said South line of Lot 2, 156.45 feet to the Southwest corner thereof, said point also being on the East right-of-way line of S.T.H. "55";
Thence N 00°20'39" E along the West line of said Lot 2 and along said East right-of-way line of S.T.H. "55", 138.10 feet;
Thence N 00°08'33" E along said West line of Lot 2 and along said East right-of-way line of S.T.H. "55", 273.55 feet to the Northwest corner of said Lot 2;
Thence N 03°29'08" E along the West line of Lot 1 of Certified Survey Map No. 6559 and along said East right-of-way line of S.T.H. "55", 150.25 feet;
Thence N 05°51'09" E along the West line of said Lot 1 and along said East right-of-way line of S.T.H. "55", 131.10 feet;
Thence N 00°08'50" E along the West line of said Lot 1 and along said East right-of-way line of S.T.H. "55", 400.00 feet;
Thence N 02°08'40" W along the West line of said Lot 1 and along said East right-of-way line of S.T.H. "55", 250.28 feet;
Thence N 16°42'40" W along the West line of said Lot 1 and along said East right-of-way line of S.T.H. "55", 52.55 feet;
Thence northeasterly 30.68 feet along the arc of a curve, along the West line of said Lot 1 and along said East right-of-way line of S.T.H. "55", concave southeasterly having a radius of 7680.69 feet and whose long chord bears N 01°57'48" W, 30.68 feet;
Thence S 89°32'00" E along the West line of said Lot 1, 103.19 feet;
Thence N 00°07'10" E along the West line of said Lot 1, 233.52 feet to the Northwest corner thereof;
Thence N 83°18'52" E along the North line of said Lot 1, 367.75 feet to the North line of Government Lot 3 of said Section 36;
Thence S 84°40'26" E along the North line of said Lot 1, the North line of said Government Lot 3 and the North line of Government Lot 2 of said Section 36, 1978.59 feet;
Thence S 82°49'39" E along the North line of said Government Lot 2 and along the North line of Government Lot 1 of said Section 36, 1921.10 feet to the Northeast corner of said Government Lot 1;
Thence S 00°17'15" E, 320.58 feet;
Thence S 00°30'45" W, 856.40 feet;
Thence N 89°33'15" W, 189.70 feet;
Thence S 78°12'45" W, 193.00 feet;
Thence S 13°41'45" W, 506.70 feet;
Thence N 89°18'06" W, 749.91 feet to the West line of the Southeast 1/4 of said Section 36;
Thence N 00°41'24" E along the West line of said Southeast 1/4, 844.30 feet to the Center 1/4 corner of said Section 36;
Thence N 89°31'20" W along the North line of the Southwest 1/4 of said Section 36, 2621.35 feet to the point of beginning.

Containing: 6,297,712 Square Feet - 144.576 Acres.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey by the direction of Kaukauna Area School District and hereby certify that the property shown and described hereon was surveyed and mapped under my direction according to Chapter A-17 of Wisconsin Administrative Code, minimum standards for property surveys. That such survey is correct representation of the exterior boundaries of the lands surveyed to the best of my knowledge and belief.

Dated this _____ day of _____, 2024.

Jordan G. Brost
P.L.S. No. S-1009



Preliminary
Pending P.L.S. Review

- LEGEND
- 3/4" x 8" IRON REBAR SET WEIGHING 150 LB/IN. FT.
 - 1/4" O.D. IRON PIPE FOUND
 - 3/4" IRON REBAR FOUND
 - 1/4" IRON REBAR FOUND
 - BURNSTEN NAIL FOUND
 - MAG NAIL FOUND
 - RAILROAD SPIKE FOUND
 - STONE MONUMENT FOUND
 - RECORDED AS

BASIS OF BEARINGS
THE WEST LINE OF GOVERNMENT LOT 3 OF SEC. 36, T.21N, R.18E, BEARS S 00°07'00" W AS REFERENCED TO THE OUTAGAMIE CO. CRD. SYSTEM, NAD83 (2011).

NOTE
THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP, SALE OR TRANSFER OF PROPERTY REQUIRES A RECORDED DEED, EXCEPTING PUBLIC DEDICATIONS.

NOTE
WITH LANDS SHOWN HEREON WERE PROVIDED BY HEARTLAND ECOLOGICAL GROUP, INC. ON JUNE 22, 2022.

CURVE DATA TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT BEARING-IN	TANGENT BEARING-OUT
C1	540.00'	184.71'	183.81'	S 09°08'17" E	19°35'54"	N 18°56'14" W	N 00°39'40" E
C2	735.00'	253.77'	252.00'	S 09°03'57" E	19°44'36"	N 00°48'11" E	N 18°56'15" W
C3	140.00'	133.33'	128.35'	S 26°28'40" E	54°34'02"	N 53°45'41" W	N 00°48'21" E
C4	235.00'	224.69'	213.56'	S 26°44'10" E	54°03'02"	N 00°17'21" E	N 53°45'41" W
C5	165.00'	155.69'	149.98'	N 26°43'46" W	54°03'11"	N 00°18'10" E	N 53°45'41" W
C6	210.00'	200.00'	192.53'	N 26°28'40" W	54°34'02"	N 53°45'41" W	N 00°48'21" E
C7	285.00'	244.93'	211.63'	N 67°23'58" W	43°35'21"	S 45°36'18" E	S 89°11'39" E
C8	260.50'	241.13'	224.61'	N 72°07'20" W	53°02'04"	N 45°36'18" E	S 81°21'38" W
C9	10.50'	5.48'	5.42'	S 66°24'02" W	29°55'13"	S 81°21'38" W	S 51°26'25" W
C10	75.50'	59.83'	58.27'	S 28°44'23" W	45°24'03"	S 51°26'25" W	S 06°02'22" W
C11	38.00'	45.05'	42.46'	S 47°36'43" E	67°55'50"	S 13°38'48" E	S 81°34'38" E
C12	260.50'	163.55'	160.88'	S 63°35'28" E	35°58'20"	S 81°34'38" E	S 45°36'18" E
C13	215.00'	163.57'	159.65'	S 67°23'58" E	43°35'21"	S 45°36'18" E	S 89°11'39" E
C14	665.00'	229.15'	228.02'	N 09°03'57" W	19°44'36"	N 00°48'21" E	N 18°56'15" W
C15	610.00'	208.65'	207.64'	N 09°08'17" W	19°35'54"	N 18°56'14" W	N 00°39'40" E
C16	7680.69'	30.68'	30.68'	N 01°57'48" W	01°13'44"	S 01°50'56" E	S 02°04'40" E

CHECKED: JORDAN G. BROST
DRAWN: TRAVIS PLANTICO
DATE: 09-04-25
PROJECT NO.: 24-4040-8

PRELIMINARY
CERTIFIED SURVEY MAP EXHIBIT

KASD
NEW MIDDLE SCHOOL SITE
CITY OF KAUKAUNA
OUTAGAMIE COUNTY, WI

Civil Engineering
Land Surveying
Landscape Architecture
4941 Kirschling Court
Stevens Point, WI 54481
7.15.344.9999 (PH) 7.15.344.9922

Point of Beginning



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Dave Kittel, Director of Planning and Community Development
Date: 10/01/2025
Re: CSM Review-Preliminary KASD CSM

Background information:

The Kaukauna Area School District, in collaboration with Point of Beginning, has submitted a preliminary Certified Survey Map (CSM) exhibit for initial review by the City. This item is presented for discussion and feedback only; no formal action is requested at this time. The intent is to ensure transparency and facilitate a thorough review to support the development of a high-quality final product.

Overview of Proposed CSM

The proposed CSM would create three large lots to accommodate the new school facility and allow for future growth or development. The layout includes land dedication for a roadway connection to Highway 55, consistent with previous planning efforts for the future extension of Speedway Lane through the property.

Transportation Considerations

While the final decision regarding a roundabout is pending, the current layout anticipates this feature and includes sufficient land dedication to accommodate the largest potential roundabout configuration, including separate turn lanes. Although the final lane structure is not yet determined, the proposed dedication provides flexibility for future design.

Compliance with Land Division Requirements

The proposed CSM appears to meet the City's land division requirements, pending formal submission in the required legal format with appropriate certificates. The exhibit was

prepared in a larger, more visual format to provide a clearer understanding of the overall site layout compared to the standard legal-sized CSM.

Staff would recommend including additional language in the final CSM to require an updated traffic impact study prior to the development of any vacant lots. This will ensure that future intersection and roadway connections remain adequate and safe as development progresses. Easements should also be included for public access/turnaround at the intersection of speedway and the new school road/access road to the middle school. Lastly, before the Final CSM is submitted the applicates should work with utilities on final easement locations to include water, electricity, sanity, telecommunications and gas.

Plan Commission did review this preliminary request and agreed with the items staff recommended. In addition, more detail on the possible pedestrian tunnel once available and other options for access to the area.

Strategic Plan:

Not applicable

Budget:

Not applicable

Recommendation:

This is for discussion and direction for the applicants to craft the final document.



2025-2030
**COMPREHENSIVE
OUTDOOR
RECREATION PLAN**

Acknowledgements

Common Council of the City of Kaukauna

Mayor Anthony J. Penterman

Marty DeCoster (District I)

Jennie Eggleston (District I)

Kelli Antoine (District II)

John Moore (District II)

Brian Schell (District III)

Mary Jo Kilgas (District III)

Pennie Thiele (District IV)

Marty Schumacher (District IV)

Planning and Community Development Department

Dave Kittel, Director of Planning and Community Development

Adrienne Nelson, Associate Planner

Community Enrichment and Recreation Department

Terri Vosters, Community Enrichment and Recreation Director

Michelle Mielke, Community Enrichment and Recreation Office Assistant

Cassie Kohls, Administrative Assistant 1000 Islands

Public Works Department

John Neumeier, Director of Public Works/City Engineer

Jake Van Gompel, Street Superintendent

Chuck Rasmussen, Parks Technician

Human Resources Department

Andrea Fencel, Marketing and Communications Manager

Kaukauna Public Library

Ashley Thiem-Menning, Library Director

Gavin Schmitt, Library Assistant Local History

Jenny Schink, Library Assistant Communications Coordinator

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Chapter 1. Introduction and Statement of Need

The City of Kaukauna is located in Outagamie County on the Fox River in the northern part of the Appleton-Oshkosh-Neenah Metropolitan Statistical Area. Per the Wisconsin Department of Administration Demographic Services Center, Kaukauna has an estimated population of 18,250 (estimate current as of January 1, 2024).¹ This represents a roughly 6.79% population increase since the 2020 Census (approximately 1,161 persons). The city encompasses an area of approximately 4,898 acres, or 7.65 square miles. Kaukauna is the northeastern-most city of the eight incorporated municipalities known collectively as the Fox Cities.

Recreational planning is a process that relates the leisure time of people to space. It involves both social science and environmental design in order to develop multiple ways to use time, space, energy, and to accommodate recreational needs. Successful urban spaces are guided by several social principles, including, but not limited to:

- Facilitating frequent and regular use by residents.
- Reinforcing a sense of belonging to an identifiable community.
- Encouraging interest and exploration through exposure to cultural and historical events.
- Framing meaningful and memorable experiences.

This comprehensive outdoor recreation plan uses standards provided through the National Recreation and Parks Association as a guide to determine the size and service areas for parks and facilities that should be made available. However, it is important to note that these standards only provide general rules of thumb. The provision of park space alone does not necessarily meet a community's needs. The true standard of a park is the level of community use and engagement.

The responsibility for managing Kaukauna's parks and recreational facilities lies with the four-member Health and Recreation Committee of the Common Council and the eight-member Board of Public Works. The decisions of these groups are subject to full Common Council approval. During the peak season, which lasts from May to August, a crew of four full-time and eight part-time seasonal summer employees manage park maintenance under the direction of the Street Superintendent and the Street Foreman. There is a possibility that one-to-two additional full-time staff will be needed in the future.

¹ Wisconsin Department of Administration, 2024 Municipal Population Estimates as of 1/1/2025. Accessed online on June 9, 2024.

Reservations for park areas and pavilions are made each year beginning the first workday of January. A copy of current fees, charges, rules, and regulations is available on the City of Kaukauna's website: www.kaukauna.gov.

The vision for this plan aligns with the strategic plan and is used to help us envision how we hope to see the City of Kaukauna's parks and open spaces in the future and helps us to set goals and implement a strategy to meet those goals and fulfill a future vision.

This vision is as follows:

Be a community of choice by connecting residents, businesses, and visitors to natural resources, recreation, economic opportunities, and quality of life through forward thinking, inclusivity, and sustainable advancements.

Chapter 2. Park and Recreation Standards

In order to help guide the park planning process, it can be helpful to identify a set of minimum standards for park and recreational facilities that can serve as a benchmark for evaluating the adequacy of a park system. Such standards enable a community to quantitatively measure how well its existing facilities are meeting the needs of residents as compared with other communities, and to plan for future facilities based on projected population growth. The National Recreation and Parks Association (NRPA) collects annual, nationwide data on parks and recreation agencies within the United States. This data can be compared to see how the City of Kaukauna measures both nationally and regionally, as well as by population.

2025 NRPA Agency Performance Review

	National	Midwest	Population (less than 20,000)	Population (20,000 to 49,999)	City of Kaukauna
Number of residents per park	2,411	1,796	1,001	2,071	503
Acres of parkland per 1,000 residents	10.2	12.8	10.9	9.2	26.0
Number of residents per playground	3,737	2,597	2,000	3,320	1,173
Percent of parks & rec agencies providing indoor multiuse courts	29%	33%	21%	29%	Not provided

Number of residents per indoor multiuse court	23,273	8,195	5,250	14,667	Not provided
Percent of parks & rec agencies operating recreation centers	63%	71%	44%	59%	Not provided
Number of residents per recreation center	32,091	25,024	9,875	27,517	Not provided
Number of programs offered annually	250	262	45	164	211

Overall, the City of Kaukauna exceeds many of the general standards at the national level. The city currently does not have an indoor recreation facility to utilize court space, but some indoor programming is available, such as dance programming.

Chapter 3. Summary of Past Comprehensive Outdoor Recreation Plans

In the early 1970s, the Fox Valley Council of Governments prepared a comprehensive plan for the community which included an analysis of future park needs. This plan was updated by the City in 1992 for the 1992-1997 Open Space and Recreation Plan, in 1998 for the 1998-2002 Open Space and Recreation Plan, in 2003 for the 2003-2008 Open Space and Recreation Plan, in 2010 for the 2010-2015 Open Space and Recreation Plan, and most recently in 2019 for the 2019-2024 Open Space and Recreation Master Plan. For this most recent update the name has been changed to the Comprehensive Outdoor Recreation Plan to better reflect changes in the industry.

1992-1997 Open Space and Recreation Plan

Total # City Owned Parks & Open Spaces: 15

The following goals were put forth in this plan:

1. Maintain a community system of park and recreation facilities that will meet the needs of Kaukauna residents in a cost effective manner.
2. Ensure that open space and recreation facilities are designed to meet the special needs of all residents, including the elderly and handicapped.
3. Conserve, protect, and improve the natural resources of Kaukauna.
4. To encourage the continued provision of open space and park facilities in newly developed areas of the City.
5. Promote the City of Kaukauna's historical significance in future recreation planning.
6. Provide for citizen involvement in the long-range planning of park and recreation facilities.
7. To provide an action plan for future park and open space improvements with an expenditure analysis presenting financial cost estimates, and a priority system recommending an order for improvements.

Improvements were suggested for the following parks:

1. Grignon Park
2. Horseshoe Valley Park
3. La Follette Park

4. Central Park

1998-2002 Open Space and Recreation Plan

Total # of City Owned Parks & Open Spaces: 15

The plan noted that, in 1996, the City acquired 10.99 acres for the future Jonen Park. This future park was not added into the total number of parks because it had not yet been developed.

The goals for this park plan remained the same as in previous plans.

2003-2008 Open Space and Recreation Plan

Total # of City Owned Parks & Open Spaces: 20

The following parks and open spaces were added in this plan: Friends and Family Sculpture Garden and Heritage Parkway Trail, Little Tykes Tot Lot, Hydro Park, Kelso Park and Pond, and Jonen Park. Lawe Street Park was renamed to Veterans Memorial Park and Ring of Honor.

The goals for this park plan remained the same as in previous plans.

2010-2015 Open Space and Recreation Plan

Total # of City Owned Parks & Open Spaces: 27

The following parks and open spaces were added to this plan: Skate Park, Nature View Park, Konkapot Trail/Preserve, Van Epern Park and Pond, Anderson Park, Kaukauna Dog Park, and Rapid Croche Picnic Area.

The following goals were put forth in this plan:

1. To establish a community wide system of parks, open spaces and park facilities that will provide all residents of Kaukauna with adequate recreational opportunities.
2. To conserve, protect and improve the natural resources of Kaukauna.
3. Promote the City of Kaukauna's historical significance in future recreation planning.

4. To encourage cooperation with adjacent municipalities, the Kaukauna School District, local groups and organizations, and developers to maximize the cost-effectiveness of providing open space and recreational facilities.
5. To encourage continued involvement of Kaukauna residents when planning for park and recreational development.

2019-2024 Open Space and Recreation Plan

The 2019-2024 Open Space and Recreation Plan was the first of the park plans to include information on the process of gathering community input. A digital/paper survey was completed by 357 participants, a public open house was attended by one resident, an inventory of 35 different parks was completed, and an inventory on wayfinding signage was completed.

Total # of City Owned Parks & Open Spaces: 37

The following parks and open spaces were added to this plan: Aquatic Center and Archery Range, Eagle Plaza, Gathering of the Pike Plaza, Grignon Mansion, Haas Road Park, Interactive Learning Garden at the Kaukauna Public Library, Nelson Family Heritage Crossing, Quarry Point Park, Trestle Park, and Vaudette Plaza.

The plan included the following vision statements:

1. The City of Kaukauna is a place where residents of all ages and abilities have access to high quality parks and open spaces that provide space for passive or active recreation, that encourage non-digital play, and that help achieve better health outcomes for residents.
2. The City of Kaukauna is a place where residents of all ages and abilities can safely navigate the community on-foot, by bike or by alternative (non-vehicular) forms of transportation to safely access the many amenities of the community.
3. The City of Kaukauna is a place where unique natural features are preserved, protected and made accessible for all residents to enjoy.

The following goals and objectives were put forth in this plan:

1. Ensure connectivity by trail and sidewalks for all residents.
2. Implement a master planning process for the municipal pool.
3. Allow dogs in more municipal parks and open spaces.
4. Maintain and expand quality neighborhood parks and natural open spaces.

5. Invest in destination-worthy improvements in regional/local parks.
6. Implement a wayfinding signage effort.
7. Strive for inclusivity in design.
8. Utilize community events to connect and cross-promote parks and open spaces.

Improvements were suggested for the following parks:

1. La Follette Park
2. Horseshoe Valley Park
3. Thelen Park
4. Glenview Park
5. Fieldcrest Park
6. Strassburg Park
7. White City Park
8. Grignon Park

The following were accomplished during this plan:

Goal 1

1. The downtown alley and pedestrian alley reconstruction project was completed.
2. Additional walks and a 3-way stop were added to improve pedestrian access to Horseshoe Valley Park.
3. Staff applied for and received an 80% design and construction grant from WisDOT for reconstruction on Kenneth Avenue/3rd Street.

Goal 2

1. The City's Aquatic Center was renovated in 2024. The new Aquatic Center includes two water slides, an aqua climbing wall, and an over 4,000 square foot splash pad.

Goal 3

1. Dogs are now allowed in Central Park, Fassbender Park, the Kaukauna Dog Park, Kelso Park and Pond, the Konkapot Trail/Preserve, Nature View Park, Nelson

Family Heritage Crossing, Rapid Croche Picnic Area, Thilwerth Park, and Van Epern Park and Pond.

Goal 4

1. A pavilion was constructed at Jonen Park and playground area was improved.
2. Parking lot pavement was replaced at the Aquatic Center and Horseshoe Valley Park.
3. Many trees were replanted in various city parks.
4. The 1000 Islands boardwalk update was completed.
5. Siding was replaced at the 1000 Islands Environmental Center.
6. Updates, including new targets, were made to the archery range.

Goal 5

1. The first phase of the Disc Golf Course at Grignon Park was completed. Dead and declining ash trees and significant amounts of buckthorn were removed in order to extend and reconfigure fairways and tee pads. New concrete tee pads were installed, as well as new baskets, and seating was replaced.

Goal 6

1. The City partnered with East Central Wisconsin Regional Planning Commission to conduct a wayfinding signage inventory and gap analysis study. The implementation of wayfinding signage is still underway.

Goal 7

1. La Follette Park received updated accessible playground equipment and new pickleball courts. Plans for updated restroom facilities are underway.

Goal 8

1. Increased efforts have been made on the city website and social media platforms to promote Kaukauna's wide variety of parks and amenities.
2. In 2024 alone, 28 events were held with the assistance of city staff which brought over 25,000 people to Kaukauna.

Chapter 4. Description of the Social Characteristics of the Planning Region

In designing and implementing a successful comprehensive and outdoor recreation plan, consideration must be given to the social characteristics of the region. These characteristics help offer critical insights on how Kaukauna measures up to other communities as well as what updates and improvements would be most beneficial to the community as a whole. Understanding these social characteristics also helps staff to ensure that all demographics are represented in the proposed plan. There are many great resources to gather this information and, when a project is being undertaken, the most up-to-date information should be used to assist in the creation of new parks, trails, or upgrades. Below is a simple summary of important information on the demographics and characteristics of the City of Kaukauna which was gathered by the East Central Wisconsin Regional Planning Commission. This data was pulled by staff in January of 2025 and is taken from the latest census data.



Chapter 5. Physical and Historical Characteristics of the Planning Region

Kaukauna has a wide variety of physical and historical characteristics that influence the use of its parks and other open spaces.

Topography

The terrain in Kaukauna ranges from flat to areas that are fairly steep and rolling. Ravines and sloped areas along the Fox River provide interesting terrain for the City's park system. Examples of parks and open spaces situated within this sloping topography include Riverside Park, La Follette Park, Horseshoe Valley Park, Grignon Park, and the 1000 Islands Environmental Center. It is a noted issue among Public Works staff that some of these steeper areas are difficult to mow safely, making them ideal candidates for natural plantings instead.

Woodlands

Impressive stands of old growth trees are located in La Follette Park, Riverside Park, Horseshoe Valley Park, and Grignon Park, while the City's newer parks possess much younger trees. Additionally, the 1000 Islands Conservancy Zone is home to 350 acres of woodland and river area. One issue of note is the emerald ash borer. The emerald ash borer has devastated the City's ash tree population, and Public Works staff are working on planting new, non-ash trees in parks and open spaces.

Waterways

Approximately three and a half miles of the Fox River are located within Kaukauna's municipal boundaries. Canal and riverfront property has been developed for residential, commercial, industrial, and recreational uses. Some undeveloped land and publicly owned open space still exists along the riverfront in Kaukauna. There are 5 watersheds in Kaukauna; Lower Fox, Konkapot, Plum, Garners, and Apple Creek. State and national attention has been given to the Lower Fox River basin as the industrial and agricultural runoff challenges have been directly tied to declining water quality and poor aquatic habitat. This has the potential to negatively impact water recreation, such as boating and fishing, in Northeast Wisconsin.

Land Use

The predominant land use in the City of Kaukauna is residential. Almost the entire western half of the City's south side has been developed residentially, and residential growth continues to expand to the south and to the east in Kaukauna. In the northern part of Kaukauna, residential units expand all the way to Interstate 41, although there is notably more of an industrial presence in this area. The planned addition of a new middle school building located in southern Kaukauna brings additional opportunities and challenges for both residential growth and the growth of the City's parks and open spaces.

History

Kaukauna's history begins with the Fox River. The primary travel route through northeast Wisconsin, native peoples such as the Menominee went up and down the river for generations. When French explorers and later European settlers entered Wisconsin, whether staying or passing through on their way to the Mississippi, passing by Kaukauna was unavoidable.

Due to the rapids, only the bravest – or most foolish – travelers would go through Kaukauna without a brief portage over land, in what is today lower Grignon Park. What started as a Menominee-French trading post grew into a settlement, with the 1837 mansion on site preserving that story and surveying the developments all around as Kaukauna grew: the canal and locks, the quarry that provided material to construct a city, the various paper mills, and more. Standing on the Grignon Mansion porch, 200 years of Kaukauna history can be seen in a single panorama view.

As Kaukauna grew throughout the 1800s, and the residents moved away from the river, recreation was still centered on the Fox. Pleasure boating replaced Durham boats, fishing wasn't just for sustenance, and swimming on a humid summer day was a must.

The earliest parks were private enterprises and often required an admission fee. The south side had Eden Park, on what is now Brill Street, which featured a number of amusements and traveling bands. Later attempts by the City to purchase this park for public use fell through, resulting in the development of nearby La Follette Park in the 1920s. This park became the primary recreation area for residents living on the south side of Kaukauna. Its grand opening was such a massive celebration that members of the La Follette family were on hand for ribbon cutting and speeches. Naming a park after a then-current political family may strike us today as odd (not to mention partisan!) but, in retrospect, seems quite prescient. Few politicians have impacted Wisconsin more than Robert La Follette.

The north side private park was owned by the Lawe family on land that now includes Park School. This is, of course, why Park School has its name. There was no admission fee to the Lawe property, and as long as children refrained from any vandalism, they were welcome at any time.

For north side river access, the City turned to Andrew Black, who owned hundreds of acres on West Wisconsin Avenue. Carved out from woodlands he owned, an area known as Tourists Park was created. As the name implies, its target audience was people passing through the area. A boat landing allowed people to come and go by water, but many more were showing up in their Model T and camping on site, using the park's grills and other amenities. Tourists Park was transformed into Riverside Park in the 1930s thanks to the WPA, a Depression Era program that put unemployed men to work on various infrastructure projects. Improved retaining walls were added for boating, and the camping areas were beautified. Following the Depression, upkeep was done through a collaboration between the City and the local Boy Scouts, who maintained a cabin in the park.

The 1000 Islands Conservancy Zone is often called Kaukauna's "gem" or "diamond in the rough." Its creation and preservation is a long story of political will and collaboration with Thilmany Pulp and Paper. We must thank the City leaders in the 1930s and 1940s, particularly Mayor Louis Nelson, for their foresight. Many, many acres that could have become prime real estate will instead be preserved forever, allowing children to learn about nature and giving residents miles of trails without having to go very far to enjoy them.

As neighborhoods developed, they could not be considered complete without a neighborhood park for people to come together and enjoy a cookout or play an impromptu game of baseball. Some parks are named simply for their streets (Thelen, Glenview) while others identify the groups that formed their individual communities. Strassburg Park is so named for the heavy German influence of the people who settled there from the German-French Alsace region. White City Park is said to come from the housing put up by Monroe Wertheimer for Thilmany employees – the exteriors were all whitewashed, creating a so-called white city.

As Kaukauna grows, so too does its park system. New parks, including Anderson and Haas, are built as the boundaries expand, and the existing parks are continually remodeled to be more accessible and match recreation trends.

Chapter 6. Outdoor Recreation Supply Inventory

The city of Kaukauna features 37 city-owned parks and open spaces, which have been classified as one of three types of parks (regional, local, or neighborhood) or one of two types of open spaces (urban or natural). These 37 open spaces make up 458 acres of dedicated park and open space in the city and feature a wide range of settings, amenities, and natural environments. There are a number of privately owned and operated open spaces, as well as school-owned parks, that contribute an additional 270 acres.

Types of Park and Open Spaces

Regional Parks

Regional parks are among the City's largest parks and have unique features that serve as a draw for the greater region.

Amenity Inventory	1000 Islands Environmental Center	Aquatic Center and Archery Range	Dog Park	Doty Bayorgeon Recreation Area	Grignon Mansion	Horseshoe Valley Park	Hydro Park
Ball Diamond				X		X	
Batting Cage				X		X	
Concession Stand		X		X		X	
Crushed Gravel Trail	X		X			X	
Dogs Permitted			X				
Fishing	X						
Football Field				X			
Grass/Natural Trail	X						
Grills	X						
Historic Markers / Educational Kiosks	X				X		X
Ice Skating						X	
Indoor Restrooms	X	X		X	X	X	X
Kayak Launch	X						
On-Street Parking	X				X	X	X
Parking Lot	X	X	X	X	X	X	X
Paved Trail							X

Playground Equipment	X	X		X		X	
Rentable Shelter	X					X	X
Seasonal Restrooms (Portapotties)	X		X				
Sledding Hill						X	
Swimming Pool		X					
Track				X			
Volleyball Court		X					

Local Parks

Local parks are smaller than the City's regional parks and serve as a destination primarily for residents.

Amenity Inventory	Glenview Park	Grignon Park (Upper and Lower)	Jonen Park	La Follette Park	Riverside Park	Skate Park
Accessible Playground Equipment				X	X	
Ball Diamond			X		X	
Basketball Court			X	X		
Batting Cage					X	
Boat Launch					X	
Concession Stand		X	X		X	
Disc Golf		X				
Fishing					X	
Grills		X		X	X	
Historic Markers / Educational Kiosks		X				
Indoor Restrooms		X	X	X	X	
On-Street Parking	X	X	X	X	X	X
Parking Lot		X	X	X	X	
Pickleball Court				X		
Playground Equipment	X	X	X	X	X	

Rentable Shelter		X	X	X	X	
Skateboarding Facilities						X
Sledding Hill		X	X			
Soccer Field		X	X			

Neighborhood Parks

Neighborhood parks are the City's smallest designated parks and serve primarily as destinations for neighborhood residents.

Amenity Inventory	Anderson Park	Fieldcrest Park	Haas Road Park	Little Tykes Tot Lot	Strassburg Park	Thelen Park	White City Park
Accessible Playground Equipment				X			
Ball Diamond					X	X	X
Basketball Court					X	X	
Grills					X	X	
Historic Markers / Educational Kiosks						X	
On-Street Parking	X	X	X	X	X	X	X
Parking Lot							
Playground Equipment	X	X	X	X	X	X	X
Sledding Hill							X

Natural Open Spaces

Natural open spaces are natural areas that are largely unprogrammed and undeveloped.

Amenity Inventory	Central Park	Kelso Park & Pond	Konkapot Preserve & Trail	Nature View Park	Quarry Point Park	Rapid Croche Picnic Area	Thilwerth Park	Trestle Park	Van Epern Park and Pond
Boat Launch									X
Crushed Gravel Trail			X		X				
Dogs Permitted	X	X	X	X	X	X	X		X

Educational / Historic Kiosks					X		X		
Fishing	X	X			X	X	X		X
Grass / Natural Trail		X		X		X			X
Grills						X			
Kayak Launch								X	
On-Street Parking		X	X	X	X			X	X
Parking Lot	X		X		X	X	X	X	X
Paved Trail	X						X		
Seasonal Restrooms (Portapotties)			X			X			

Urban Open Spaces

Urban open spaces include plazas, pocket parks, and memorials.

Amenity Inventory	Eagle Plaza	Family & Friends Sculpture Garden and Trail	Fassbender Park	Gathering of the Pike Plaza	Interactive Learning Garden at the Kaukauna Public Library	Vaudette Plaza	Veterans Memorial / Ring of Honor	Fox River Boardwalk
Dogs Permitted			X					X
Fishing		X						X
Historic Markers / Educational Kiosks							X	X
Indoor Restrooms					X			
On-Street Parking	X	X	X			X		X
Parking Lot	X	X		X	X			X
Paved Trail	X	X		X				X

Chapter 7. Outdoor Recreation Needs Assessment

Data Collection Process

Data collection efforts took place from January 2025 to April 2025. During that time, the City of Kaukauna incorporated community input through a number of mechanisms for the Comprehensive Outdoor Recreation Plan:

- A digital/paper survey for ages 19 and up, referred to as the “adult survey”.
- A digital/paper survey for ages 18 and under, referred to as the “children survey”.
- Three public open houses hosted at the Kaukauna Public Library.
- One public open house hosted at the Municipal Services Building.
- An inventory of park and open space conditions performed by the Public Works Department.

Digital/Paper Surveys. The digital and paper surveys used to gather feedback for the Comprehensive Outdoor Recreation Plan were designed using Microsoft Forms and Microsoft Word, respectively. The digital surveys were promoted on the City of Kaukauna website and social media platforms, and the survey was further “boosted” on Facebook through paid advertising. QR codes linking to the digital survey were posted at the Municipal Services Building, the Kaukauna Public Library, the SPAR Building, and the 1000 Islands Environmental Center. Paper copies of the surveys were also made available at these locations. The surveys were active for ten weeks from February 7th, 2025, to April 18th, 2025. In total, 362 people took the online survey for adults, 16 people took the online survey for children, 38 people took the paper survey for adults, and 17 people took the paper survey for children. Overall, feedback was received from 433 individuals.

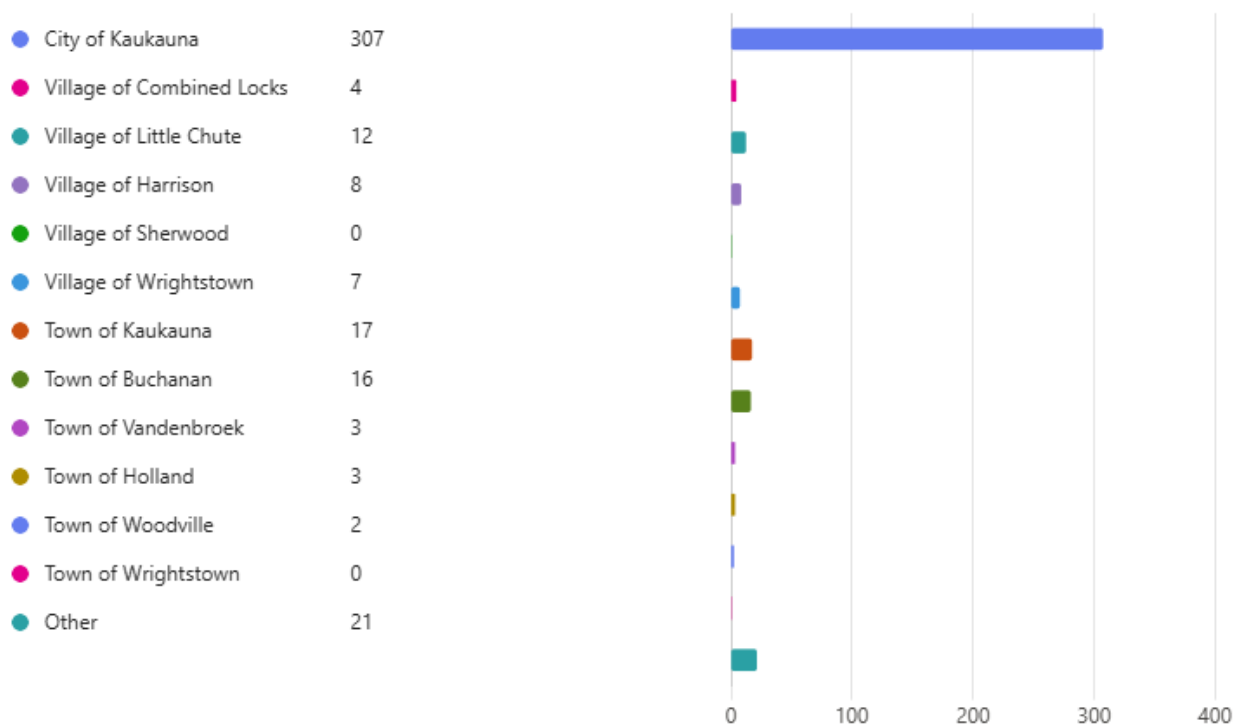
Public Open House. A total of four public open houses were hosted in March. Three of these open sessions were hosted at the Kaukauna Public Library following various classes in order to garner specific feedback from children and their parents on March 12th, March 18th, and March 28th. One public open house was hosted at the Municipal Services Building before a Common Council meeting on March 18th. The open houses featured stations where participants could share insights on park and recreational requests, areas of the community where there might be a need for future investment in park and recreational facilities, and a chance to share feedback and ask questions of staff. The open house events were promoted on social media. Although turnout was small, staff received extensive feedback from the tween/teen age group, a demographic that was underrepresented in the digital/paper surveys.

Inventory of Park and Open Space Conditions. From January 15th, 2025, to March 21st, 2025, city staff visited 26 different parks, open spaces, and recreational sites in the City of Kaukauna. The park amenities and conditions were inventoried at this time.

Please Note: The quotes listed below were pulled directly from the survey. No part of the commentary, including spelling, was altered.

Survey Results – Adult

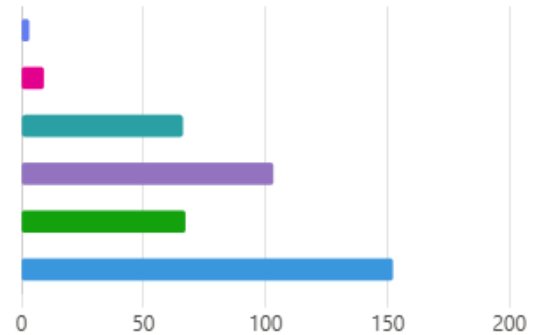
1. Where do you live?



Other municipalities listed included City of Appleton (7), City of Chilton (1), City of Menasha (1), City of Milwaukee (1), City of Neenah (1), Village of Fox Crossing (1), Village of Kimberly (3), Town of Freedom (4), and Town of Grand Chute (2).

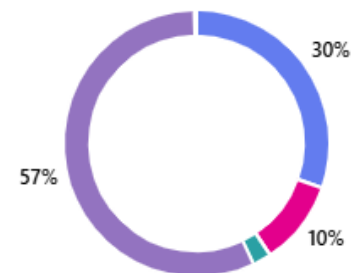
2. Please select your age range:

Under 18	3
18-24 years old	9
25-34 years old	66
35-44 years old	103
45-54 years old	67
55+ years old	152



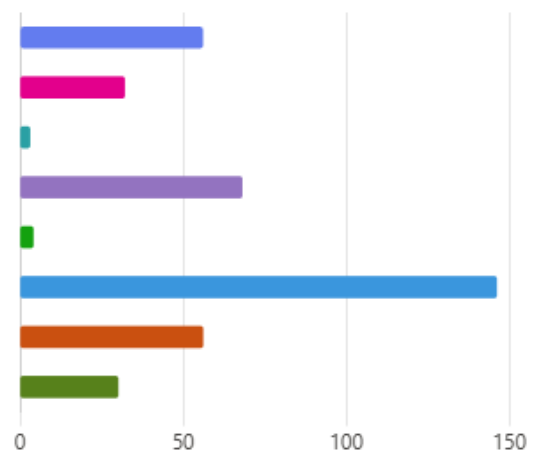
3. How do you usually travel to parks and open spaces?

On foot (walking or running)	121
On non-motorized wheels (bicycling, in-line skating, skateboarding)	41
On motorized wheels (electric bike, electric scooter)	9
By personal vehicle	226
By public transportation	1



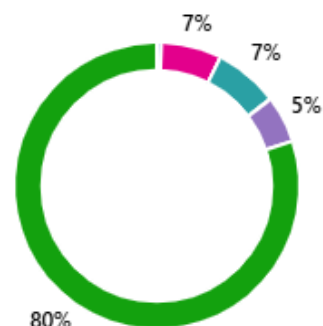
4. Who do you usually go to the park with?

I go by myself	56
I go with friends	32
I go with a sports league or club	3
I go with my partner/spouse	68
I go with my parents	4
I go with my children	146
I go with my grandchildren	56
I go with my pets	30



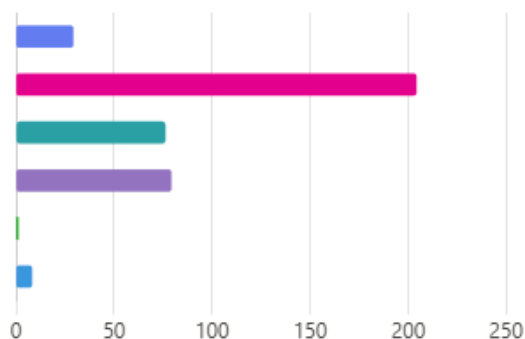
5. How long have you lived in the Fox Cities area?

● Less than 1 year	2
● 1-4 years	27
● 5-9 years	29
● 10-14 years	21
● 15+ years	317



6. How often do you use public parks or public outdoor spaces in the Fox Cities area? (Public parks are city, town, village, county, or state-owned and operated – i.e., not privately owned).

● Daily	29
● Weekly	204
● Monthly	76
● Seasonally	79
● Yearly	1
● Rarely or never	8



7. You indicated that you rarely or never use public parks or public outdoor spaces. Could you tell us more about why you do not utilize these spaces?

The following six responses were received from this open-ended question:

“Kids aren’t interested in going do to equipment”

“I have a dog, so if we are going to go somewhere outside, we usually bring him. dogs are not allowed in the parks, Which I completely understand”

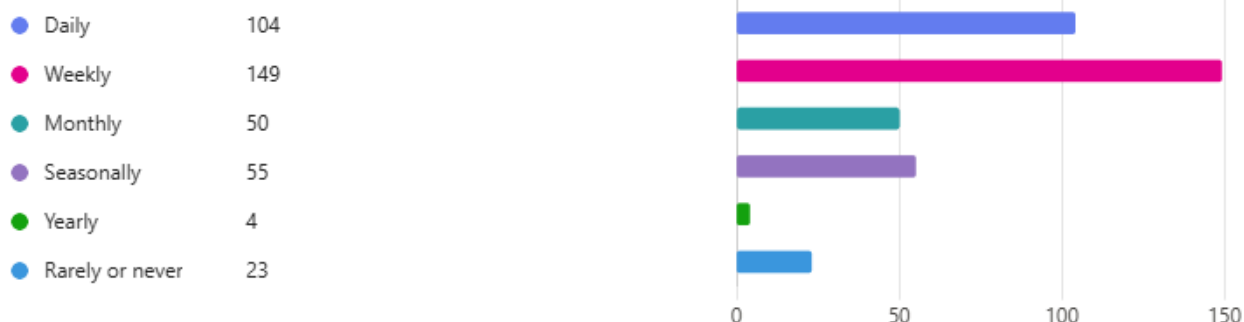
“Work to much”

“I would utilize them more often if there were pickleball courts in the parks.”

“Have no need to”

“We just usually don’t host things”

8. How often do you use things like sidewalks, trails, or bike lanes in Kaukauna to get around or for fun?

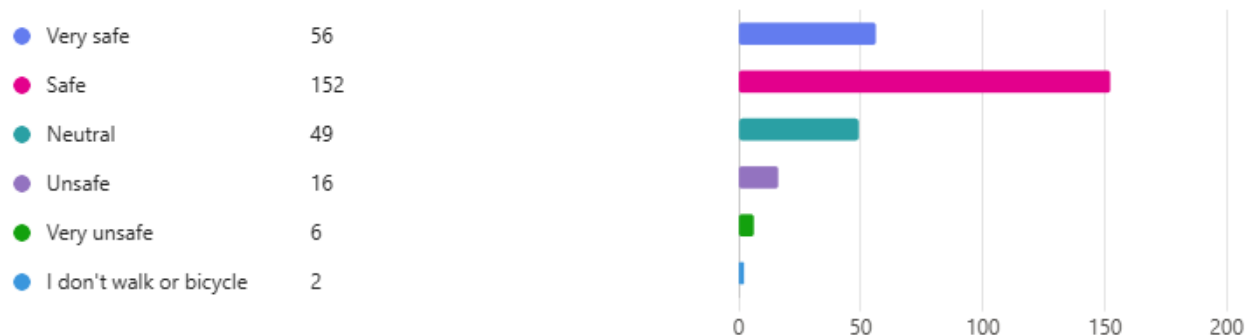


9. Would you be interested in answering two to three additional questions about bicycle and pedestrian amenities in the City of Kaukauna?



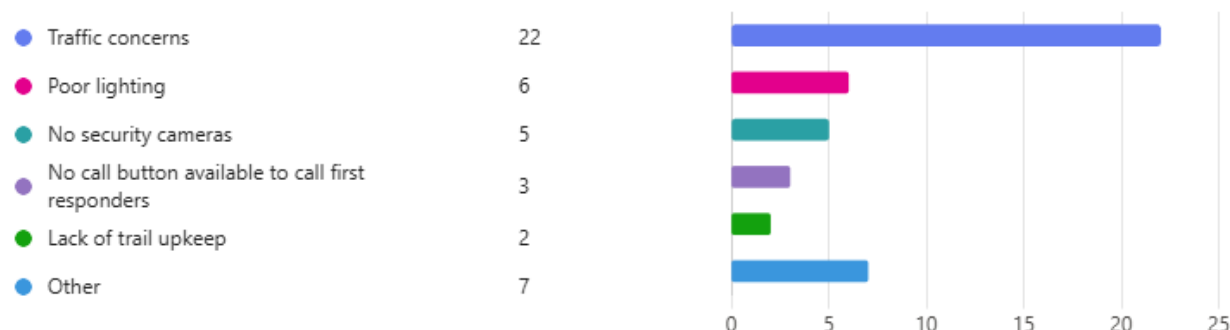
In the online survey, those who answered “yes” to question number nine were then directed to question number ten. In the hardcopy survey, question number nine was not included.

10. How safe do you feel walking and/or bicycling in the City of Kaukauna?



Those who answered “unsafe” or “very unsafe” to question number ten were then directed to question number eleven.

11. What makes you feel unsafe when walking or biking in Kaukauna?



Other answers included the following: loose dogs, poor street conditions, lack of bike lanes, lack of upkeep to parks, non-existent or piecemeal trails for biking, issues between bikers and other pedestrians, minimal marking at crossing intersections for pedestrians, lack of snow removal, and walk signals that do not last long enough for pedestrians to safely cross.

12. Do you think there are places in Kaukauna where the bike and walking paths are missing or need improvement? If yes, where?

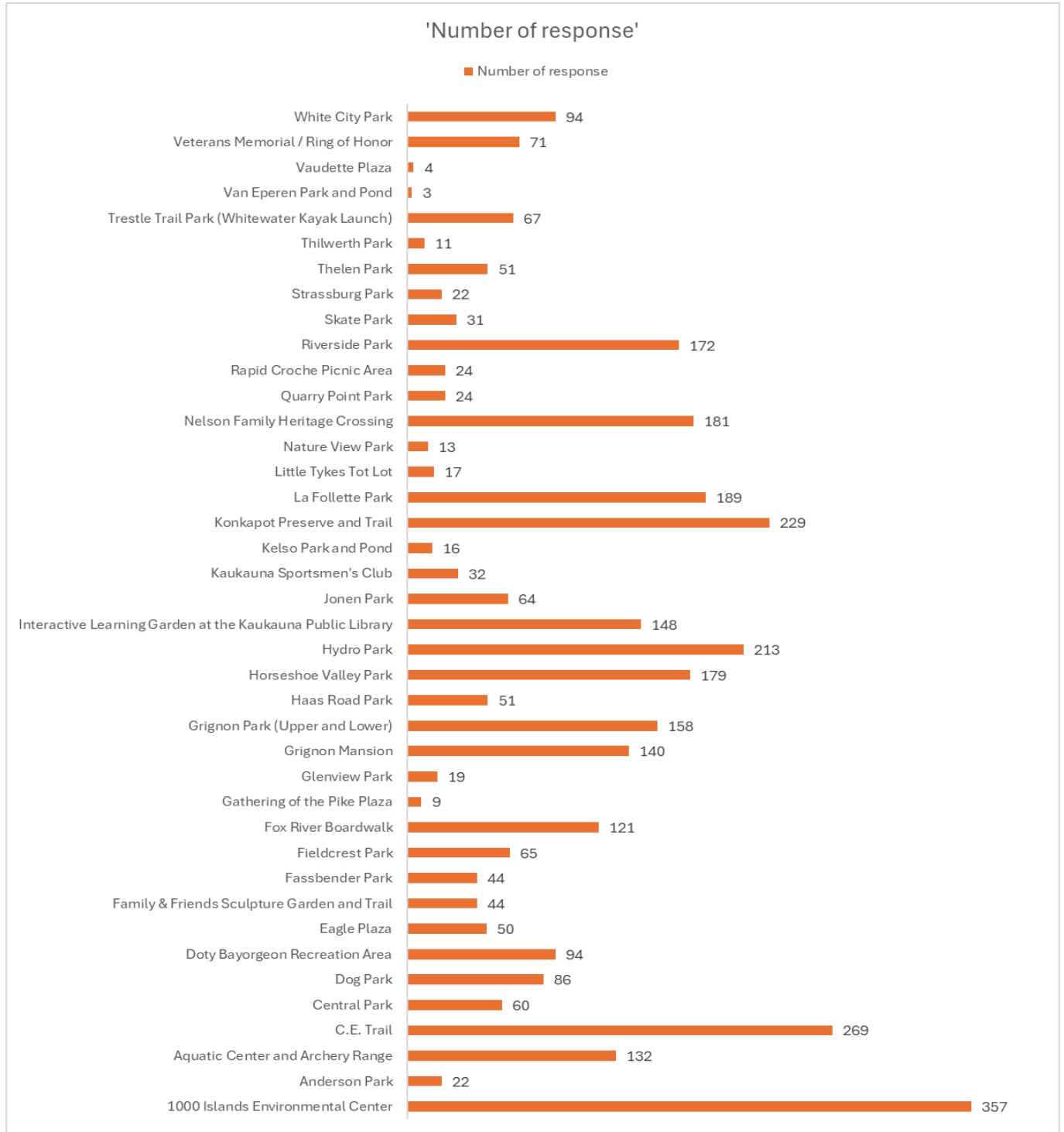
Responses were divided into general categories and ordered from most mentioned to least mentioned. Given the large number and variety of responses, only the top five were included. Direct quotes were taken to provide additional context.

1. Lawe Street/Crooks Avenue/HWY 55 (22)

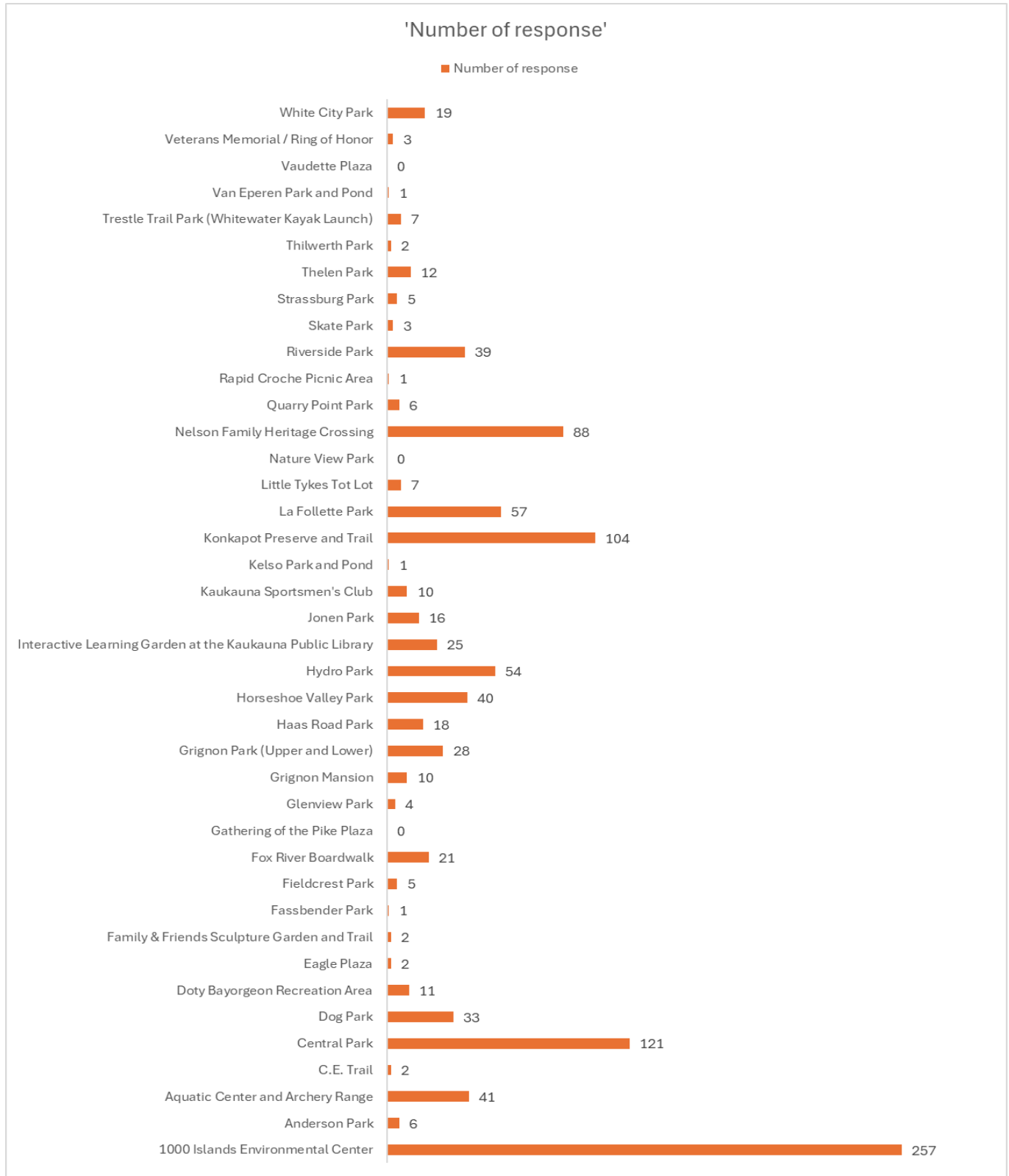
- “Yes 2nd street/crooks intersection but really crossing crooks anywhere except for the walkway by dicks CE”
 - “Laws street and Crooks have no room for bicycles.”
 - “sidewalks adjacent to STH 55 are too narrow”
2. Island Street/Dodge Street to 1000 Islands/Nelson Trail (21)
- “Yes, Dodge Street near the gun range and nature center outlook are. Many people walk or bike on that hill and it is extremely dangerous. In the morning the sun is blinding and it's almost impossible to see pedestrians on the road. Other times cars are going 40mph and you don't see pedestrians until you round the corner. There is just not enough space for them to safely walk. It's a miracle no one has been hurt there.”
 - “Only thing I can think of is a safe way to walk from downtown to 1000 Island.”
 - “We live on Dodge Street across from 1000 Islands and it always makes me very nervous with the number of people walking and biking and the very small shoulder on the road. I have seen or been part of (while walking) multiple close calls with cars going over the line and there not being anywhere for the walker/biker to go due to the hill. It would be amazing if a walking/biking path was added on the 1000 Islands side connecting the overlook and bike path in the woods back to the beginning of 1000 Islands and the baseball fields. I also think it would be great if we added the pedestrian lights near the overlook where many people cross to go to the bike path or up the stairs to hike the back wooded area as many people speed through that stretch of road and can be hard to see due to the curves.”
3. More trails, bike lanes, and connection points (14)
- “Ot doesn't feel like there are many actual walking trails in the area.”
 - “Yes totally need to make crossings and bike lanes. Need to connect bike paths. Need to make a connection using streets with clearly marked bike paths and crossings marked by paint or pedestrian crossing lights”
 - “Just about everywhere. The city really doesnt have any bike lanes.”
4. Roundabouts (9)
- “Roundabouts are very dangerous for crossing especially with littles on bikes so CE trail at 55 is tough and CE trail by kwik trip is tough”

- “Roundabouts along the CE trail are not safe to cross on foot or bike because of speeding and vehicles not yielding to pedestrians in crosswalks.”
 - “Roundabouts - we need to have warning lights or something put in place (similar to the crosswalk by dicks drive in) Specifically on the 55-CE roundabout. I’ve seen too many close calls with people going too fast and not paying attention to pedestrians going through there. When the new middle school is built we will only see more traffic and more people utilizing that roundabout as a crossing path increasing the risk of an incident with a pedestrian. Please considering adding warning signals to this roundabout and others in the city. I trust the pedestrians to do the right thing. I don’t trust the drivers using the roundabouts.”
5. Pave the Konkapot (8)
- “The surface of Kankapot Trail in areas are unsafe for biking the trails. The aggregate size is too large in sections, the surface isn’t compacted and typical bike tires are too narrow losing stability. This will be a significant safety concern when the new middle school opens and the trail becomes a school route for biking to class.”
 - “The konkapot trail is great, I would like to see the area blacktopped where it comes off of CE, the gravel is loose and it is very hard to maneuver the incline or decline”
 - “Yes. Please pave the Konkapot trail. It has been difficult for bikers, especially the last couple of years.”

13. Please select all of the parks and trails in the City of Kaukauna limits that you have visited or used in the last 12 months:



14. Please pick the three parks, trails, or open spaces you use the most in Kaukauna:



15. What other parks, trails, or open spaces have you visited in the Fox Cities this year that are not in Kaukauna? Why did you go there?

Respondents went to a wide variety of parks, trails, or open spaces located outside of Kaukauna. Responses were broken out by municipality and include the number of respondents who mentioned a particular location. Trails associated with a park were included in the park's total. Any park, trail, or open space that had fifteen or more mentions was bolded to designate it as a popular area. Responses that were generalized, such as "Appleton parks" or "Combined Locks trails" were not included in this list. Areas that were mentioned that are a part of Kaukauna, such as the Nelson Family Heritage Crossing or Camp Winnecomac, were not included in this list.

City of Appleton: Apple Creek Trail (7), Bruce B. Purdy Nature Preserve (2), **Bubolz Nature Preserve (21)**, City Park (10), Derks Park (3), Erb Park (6), Fox Trot Trail (1), Houdini Plaza (1), Jones Park (10), Lions Park (3), Lundgaard Park (4), Lutz Park (1), **Memorial Park (45)**, Newberry Trail (4), North Island Trail (1), Pierce Park (11), **Plamann Park (15)**, Telulah Park (10)

City of Chilton: Ledge View Nature Center (1)

City of De Pere: Voyageur Park (2)

City of Green Bay: Bay Beach Inclusive Playground (1)

City of Menasha: **Heckrodt Wetland Reserve (49)**, Hidden Park Pond (2), Jefferson Park (5), Menasha Conservancy (1), Smith Park (2)

City of Neenah: Bill Miller Park (1), Fritse Park (5), Island Park (4), Jeweler's Park Trail (1), Kimberly Point Park (2), Liberty Park (1), Riverside Park (6), Shattuck Park (2)

City of New London: Mosquito Hill Nature Center (2)

City of Oshkosh: Menominee Park (3), South Park (2)

City of Sturgeon Bay: Potawatomi State Park (1)

City of Waupaca: Waupaca Dog Park (1)

Village of Combined Locks: Don Fries Recreation Area (5), Lindberg Park (1), Memorial Park (8), Van Zeeland Park (2)

Village of Fox Crossing: Fritsch Park (1), O'Hauser Park (3), Palisades Park (1)

Village of Harrison: Clover Ridge Park (1), Darboy Community Park (7), Farmers Field Park (1), Highline Trail (1)

Village of Hilbert: Calumet County Park (2)

Village of Kimberly: Kimberly High School (1), Memorial Park (3), Railroad Street Trail (2), **Sunset Park (18)**, Treaty Park (1), Verhagen Park (1)

Village of Little Chute: Creekview Park (1), Doyle Park (5), **Heesakker Park (20)**, Island Park Trail (2), Legion Park (1), Outagamie County Dog Park (2), Van Lieshout Park (8)

Village of Maribel: Cherney Maribel Caves County Park (1)

Village of Sherwood: **High Cliff State Park (48)**, Wanick Choute Park (4)

Village of Suamico: L. H. Barkhausen Waterfowl Preserve (2)

Village of Wrightstown: Mueller Park (1)

Town of Amberg: Dave's Falls County Park (1)

Town of Buchanan: Springfield Park (1)

Town of Grand Chute: Arrowhead Park (3)

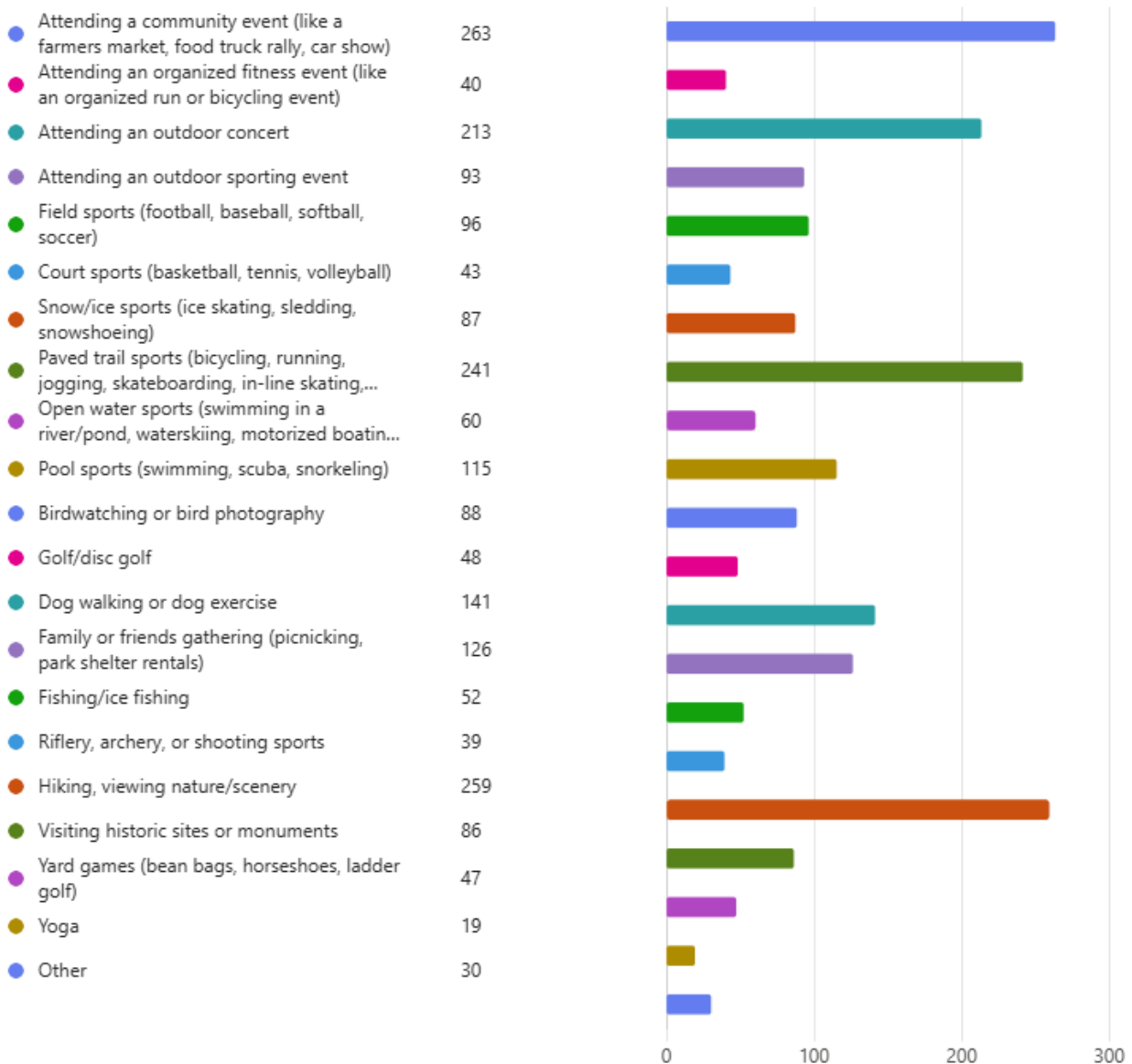
Multi-Municipality: Duck Creek Trail (1), East River Trail (1), Fox Cities Paper Trail (1), Fox River State Trail (11), Loop the Lake (6), Loop the Locks (2), Newton Blackmore Trail (1), Trestle/Friendship Trail (7), Wiouwash State Trail (4)

Respondents offered numerous reasons for going to parks outside of Kaukauna. Responses are listed below from the most mentioned to the least mentioned. Similar concepts were grouped together; for example, football was combined with soccer under the more general term of "field sports".

1. Availability and quality of walking, running, hiking, biking, ATVing, and horseback riding trails, both paved and nonpaved (75)
2. Playground equipment is newer, nicer, and more engaging (46)
3. Change of scenery, variety, different things to do (22)
4. More opportunities to be in nature and to see wildlife and native plants (19)
5. Pet friendly (16) vs. pets not allowed (1)
6. Lake, stream, or pool accessibility for swimming, fishing, or kayaking (16)
7. Attending festivals or other community events, particularly events involving music or art (14).
8. Closer to home, stores, work, etc. (13)
9. Availability of court sports, particularly pickleball (13)
10. Misc. activities such as camping, ziplining, or geocaching (11)

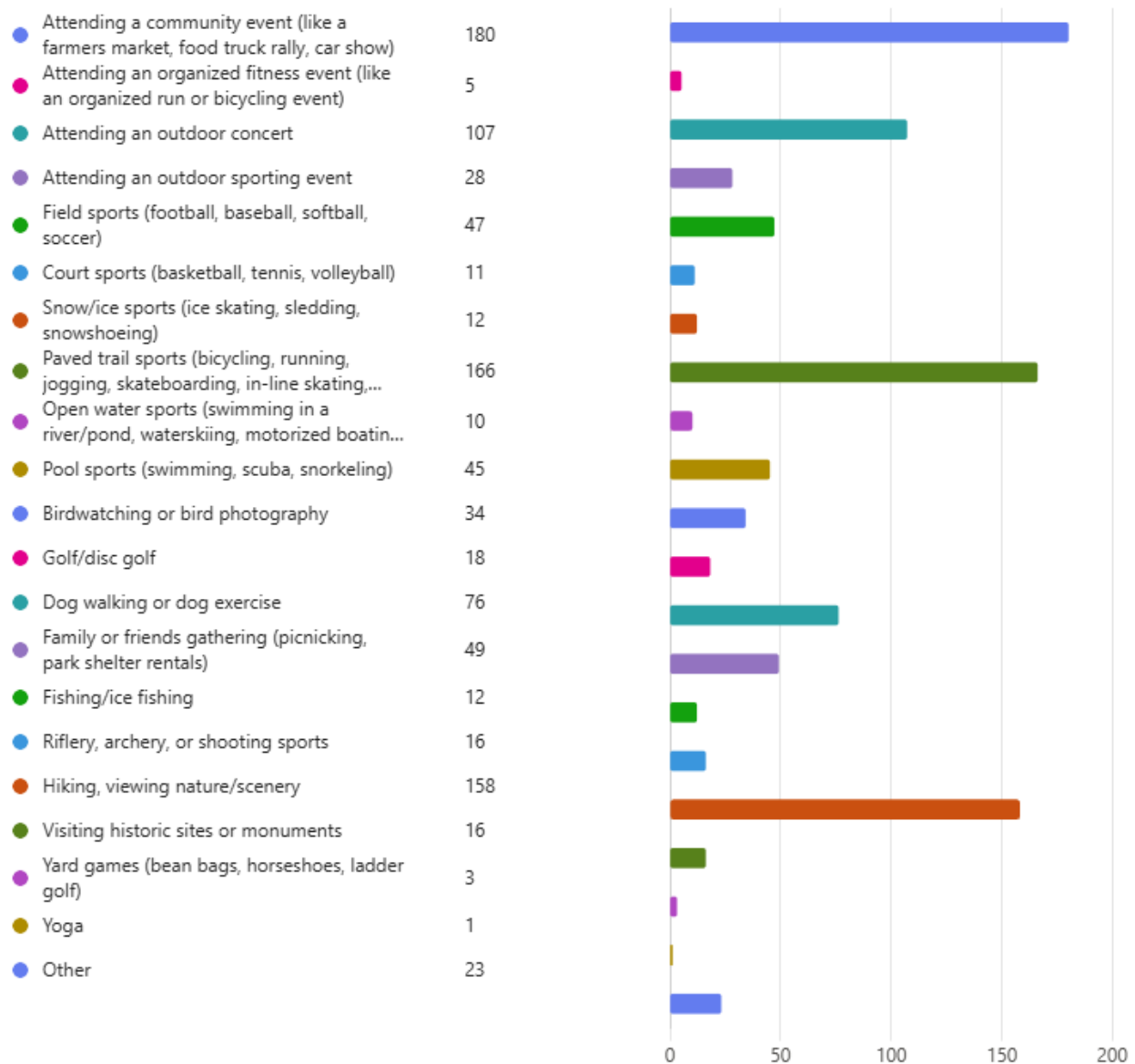
11. Accessible for a variety of ages (both younger and older kids) and different ability levels (11)
12. Availability of winter activities, such as ice skating, sledding, or snowshoeing (9)
13. Availability of pavilions and restrooms that are cleaner, more accessible, and closer to other amenities (8)
14. Availability of disc golf courses (7)
15. Other parks are better maintained, cleaner, and safer (6)
16. Availability of boardwalks and bridges (6)
17. Opportunities for quiet and solitude, less crowded (6)
18. Splash pads that are free and less crowded (6)
19. Availability of field sports (4)
20. Good for hosting events for family and friends, such as picnics (3)
21. Unique amenities such as zoos or gardens (3)
22. More recreational programming is offered (2)

16. Please choose the activities you enjoy doing in parks and open spaces in Kaukauna:



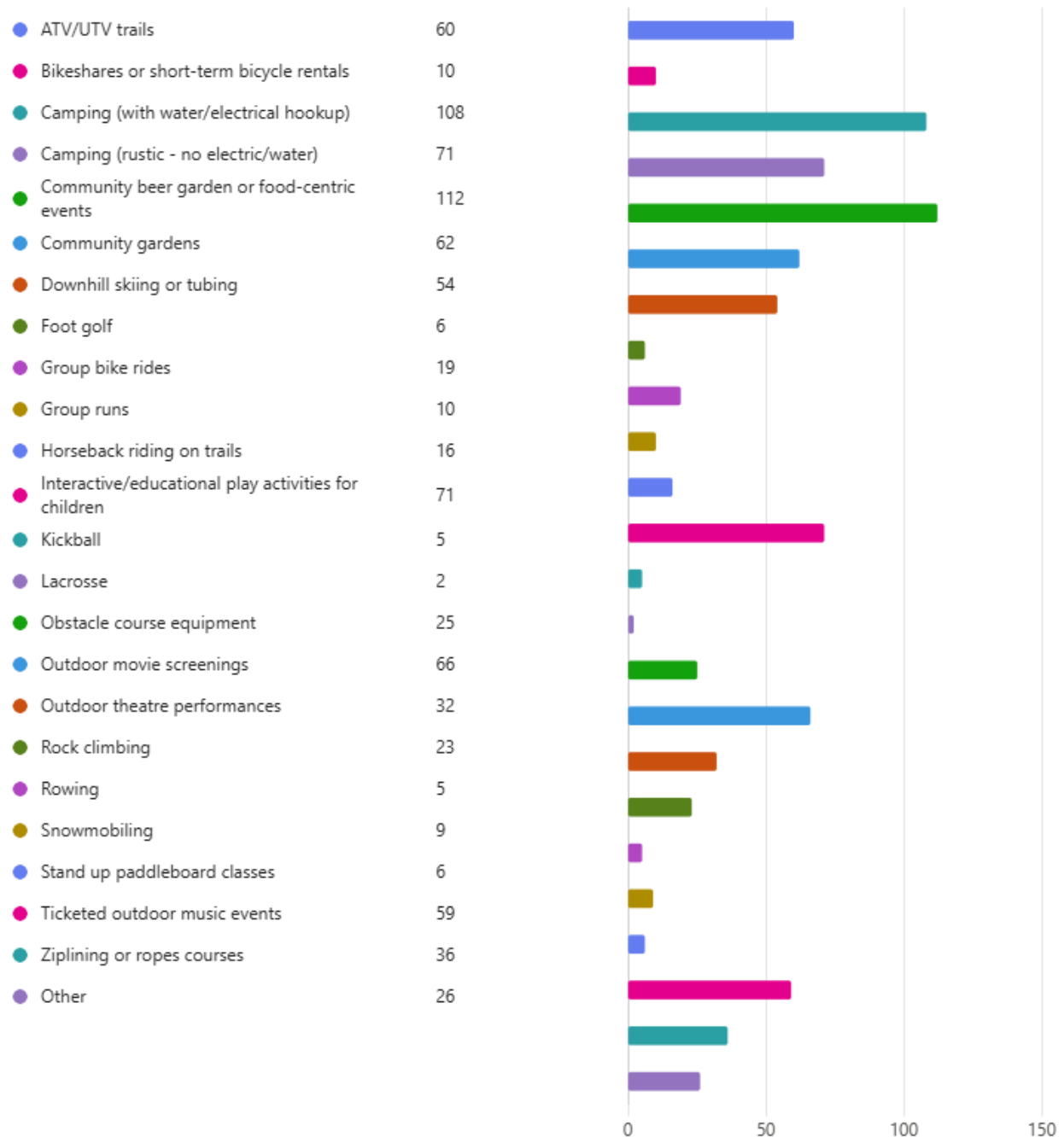
Other answers included the following: utilizing playground equipment, biking on non-paved or natural trails, attending environmental education events, attending art events, landscape/nature photography, playing pickleball, geocaching, and trying different parks. Playground equipment was mentioned fifteen times.

17. From the activities you picked above, what are the top three you do most often in Kaukauna:



Other answers included the following: utilizing playground equipment, attending environmental education events, attending art events, landscape/nature photography, and playing pickleball. Playground equipment was mentioned fifteen times.

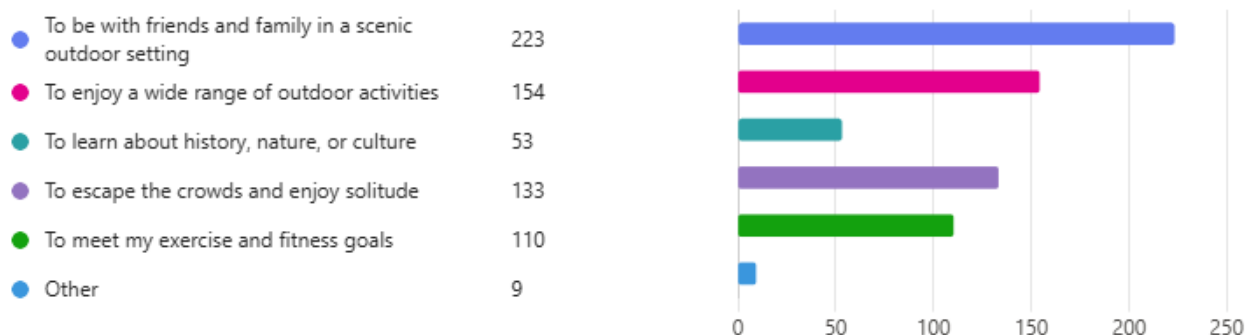
18. What activities or features do you use at least once a year at parks and open spaces that aren't offered in Kaukauna?



Other answers included the following: attending city band concerts, playing pickleball, attending art events, attending outdoor music events (not ticketed), mountain biking, snowshoeing, attending environmental education events, outdoor yoga, foraging, wine tasting, water bird watching, attending outdoor wrestling tournaments, kayak rentals, playgrounds, walking, botanical gardens, softball leagues, and beaches. Pickleball was

mentioned six times. It was also mentioned in the “Other” section that a local business, the Recyclist, hosts bike ride events.

19. Which best describes why you use parks and open spaces? You may select up to two.

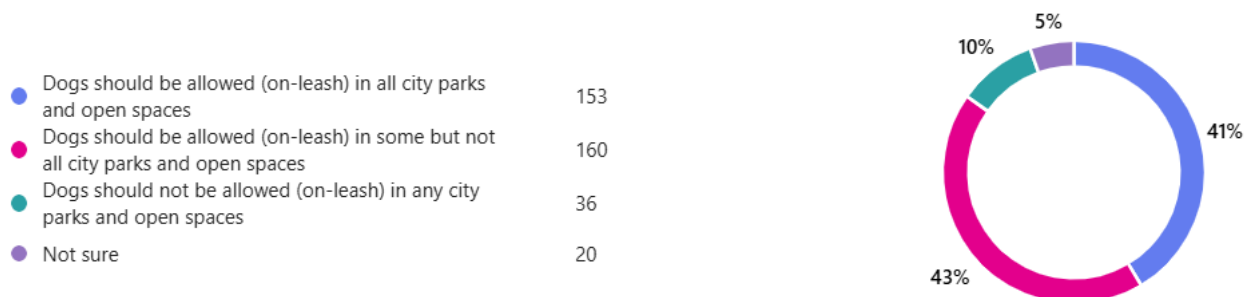


Other answers included the following: to walk, to give kids a safe place to play/to use the playgrounds, for youth sports, and to enjoy food, music, and art.

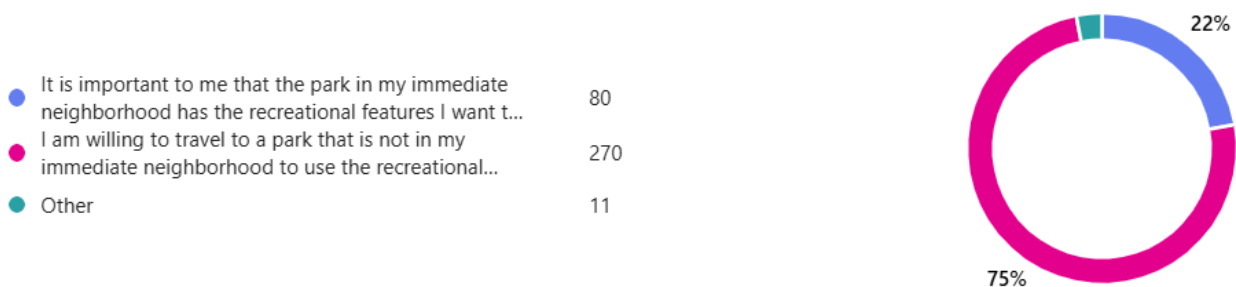
20. Rank these qualities by how important they are to you when thinking about local parks and open spaces (#1 being the most important to you, #8 being the least important to you):



21. Please select the statement below that best describes your feelings about dogs in parks:

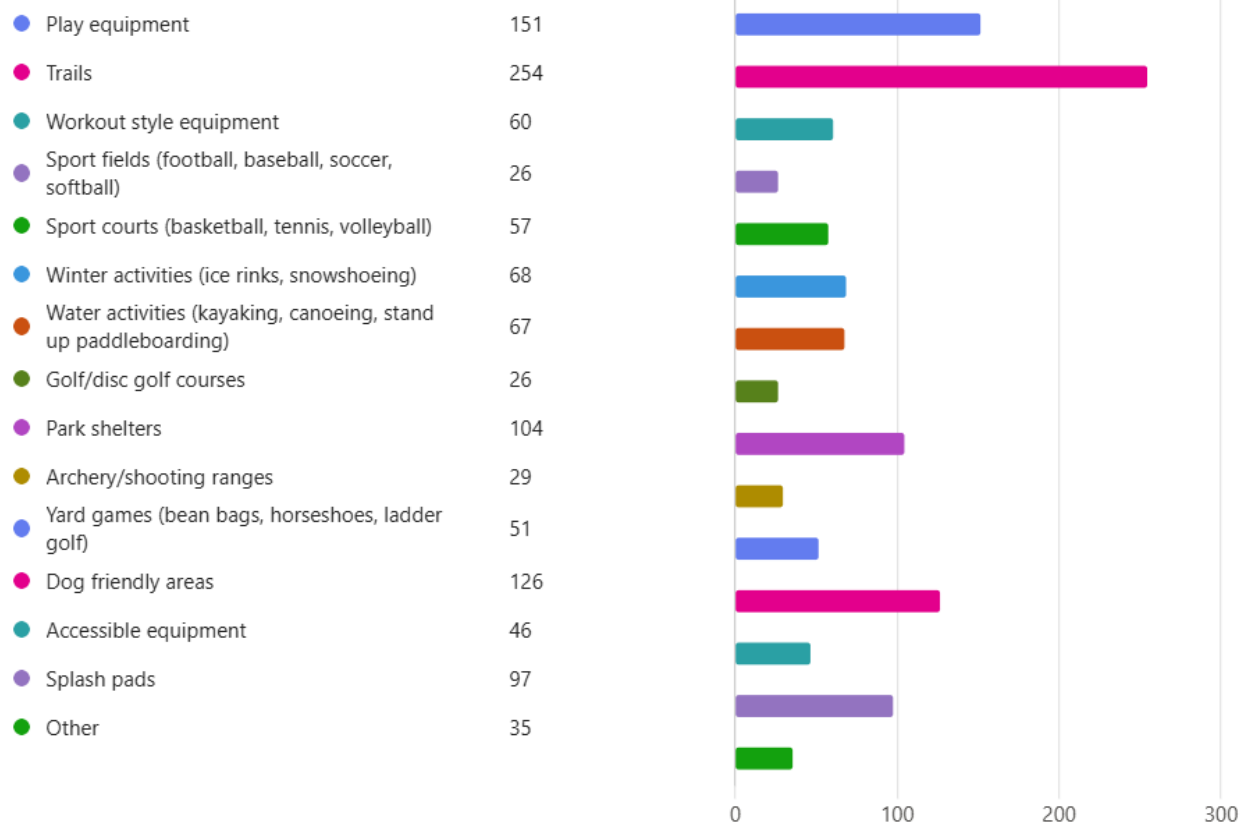


22. Which statement best matches your thoughts?



Respondents who selected the “Other” category fell somewhere in the middle. They would travel for a specific activity if it was not offered at their local park, but overall preferred recreational features closer to home. Some expressed that necessary features such as age-appropriate playground equipment, handy cap accessibility, and restrooms were not located at nearby parks, so they had to travel to parks with those amenities. Other suggestions included spreading out recreational features so each park had something special to it and including more “natural” parks.

23. What recreational features would you like to see more of?



Other answers included the following: pickleball courts, art lessons/other creative offerings for children and adults, a park designed for people with different abilities (like Memorial Park in Appleton), marked bike crossings at intersections, environmental education opportunities, clean and available bathrooms/porta-potties, an indoor pool, ziplines, gaga ball pits, more trees/natural shade, rustic camping, curtains you can open and close on park shelters to block rain, ATV/UTV/golf carts, space for wildlife and birds, well maintained tennis courts, a higher quality skate park, more seating around the parks, music stages, outdoor bouldering/rock climbing, a “loose parts” playground, and mountain biking trails. Pickleball courts were mentioned nine times, and clean and available bathrooms/porta-potties were mentioned five times.

24. What are suggestions you have for how to improve the City of Kaukauna's parks, trails, and open spaces?

Responses were divided into general categories and ordered from most mentioned to least mentioned. Given the large number and variety of responses, only the top ten were included. Direct quotes were taken to provide additional context.

1. Updated playground equipment (25)

- "White City Park playground I think personally should be either tore down or revamped - I never see kids here and I imagine because it's so outdated with hardly anything for kids to stay stimulated with. Even the sand is not "fresh"."
- "Little Tykes Tot Lot and Thelen Park deserve an update! There are so many kids and in-home daycare providers in this area. When school is in session (NCLD and Tanner are in use), there is no where close for little ones to play"
- "Please upgrade Strassburg Park. The area has so many kids. It's sad to watch the kids try to play basketball on that cracked, tiny slab of concrete."

2. Trails, pedestrian safety (23)

- "Consider white-tinted asphalt sealant so the trails aren't burning hot in summer. Maybe a few more garbage cans along trails. Don't clear-cut all trees and leave no shade. Do replace lost trees."
- "Make bike trails safer and better connection among trails - it would help your downtown parking concerns if it were more bikeable and increase realtor scores"
- "Reduce traffic problems like speeding, failure to yield to pedestrians, etc. Add more lighted crosswalks in high traffic areas Add bike lanes to be able to more safely get to parks, trails of the pool"

3. Environmental efforts (15)

- "The best thing to do is lovingly tend the trees. Prune them for the health of the trees and not just for the powerlines. Keep planting a diverse variety of native trees. That would make this city way more beautiful, walkable, and bikeable."
- "I think there needs to be more pollinator friendly landscaping such as Monarch waystations or native prairies in our parks rather than full expanses of mown lawns. I think there needs to be more trees planted, especially now that all the ash trees are gone, the parks look barren. At glenview park, there needs to be more trees planted"

along the edge of the creek and the wooded area needs to be a wider strip.”

- “Stop mowing and start planting native plants and allowing restoration efforts to take over, create more paths and trails that people can enjoy parks in a guided environment on trails instead of gaping, dead lawns that don’t harbor any native insects & pollinators”

4. Dog friendly (14)

- “You need to allow dogs (on leash) at 1000 islands”
- “Allowing leashed dogs into some of the parks. It really is kind of silly that they aren't allowed, especially in someplace like hydro park where it is an interactive trail, it would probably get used more frequently if you could still through while walking your dog. Or on the trails at Grignon park. I personally wouldn't want dogs at 1000 Islands because of the boardwalk.”
- “Dogs allowed on leashes, with dog waste disposal sites. This would need to be enforced and ordinances adjusted accordingly!”

5. Improve sport related opportunities (13)

- “Please continue work on the Grignon disc golf course. I use it many times a week with my son.”
- “More tennis courts would be great”
- “Pickle ball/ volleyball at Anderson would be a dream”

6. Additional restrooms/keep restrooms open/update restrooms (11)

- “Having another bathroom option, even temporary portable (spring/summer/fall), by horseshoe 2 diamond. Young ages, potty training ages and/or baseball league age 5-8, they have little time to go to the bathroom between innings. If they need to go, especially girls, that is a big hill to “quickly” run the kids to the bathroom before they need to either bat or go back in the field. Parents and grandparents trying to hurry up the hill to get back to watch as well makes it difficult. Another bathroom option would be appreciated by spectators, parents, athletes and those using the trail that can start by that diamond.”
- “More restroom options during off season, water stations at more parks. I’d be willing to pay a small fee for a bathroom pass in the off season (like the yard waste disposal) if that helps eliminate the closures due to vandalism.”

- “Better access to warm bathrooms in the winter time. Kaukauna actually does a great job with porta potties year around which I am grateful for. 😊”
7. Additional shelters/shelter updates (11)
- “I would love to see more trees in the dog park for shade and shelter from the wind.”
 - “better shelters ..update them..nice to rent out..ex sunset park has kitchen facilities available to rent”
 - “It would be nice to have a shaded area/shelter at Haas St Park. It's fully in the sun and can get hot during the summer.”
8. Maintenance (8)
- “Work on that archery range, you have all that space and can only shoot 30 yards. Like stretch it out and let us shoot 60 yards. And maintain the the targets better, the maintenance has been a joke”
 - “We have to many parks and not enough staff to maintain them. Most of the parks need to be mowed and clean-up.”
 - “Focus on quality over quantity. There are so many low quality parks that are rarely used and are poorly maintained.”
9. More variety in activities and equipment offered for kids (8)
- “-Create a summer scavenger hunt or BINGO for kids to use the parks - draw for outdoor prizes (fishing tackle, sports equipment...etc). - Motivate kids to get outdoors. -Have a kid led farmer's market day. Only kids sell their craft food, produce - etc.”
 - “Create family friendly spaces that reflect how kaukauna values nature with natural looking and themed play scapes.”
 - “Activity directors, maybe college help employees, during the summer, at a few parks around the city. A rotating schedule to offer organized play times and activities for neighborhood kids to come join in on.”
10. Parking (6)
- “A very specific suggestion for parking issues, especially during ball season, at Horseshoe Valley Park, which is closest to me. I suggest moving the playground area to the open area near the pavilion & improving/updating the equipment (similar to La Follette Park), and adding more parking in the vacated playground space.”
 - “Improve parking/ getting around on foot in the hydro park/ farmers market lot”

- “All I said before more handy cap parking + better access to all places.”

Certain parks were mentioned as being in need of an updated/added playground, sporting facility, bathroom facility, or pavilion. They are listed below from most mentioned to least mentioned. Parks mentioned only once were not included.

1. Riverside Park (6)
2. Thelen Park (5)
3. Haas Road Park (5)
4. Little Tykes Tot Lot (4)
5. Horseshoe Valley Park (4)
6. La Follette (3)
7. Strassburg Park (2)

25. Do you have anything else you would like to share about parks, trails, and open spaces?

Responses were divided into general categories and ordered from most mentioned to least mentioned. Given the large number and variety of responses, only the top five were included. Direct quotes were taken to provide additional context.

1. Positive comments (25)
 - “I think that Kaukauna has done a good job in maintaining and adding parks - so happy La Follette Park was upgraded.”
 - “I LOVE Kaukauna parks and trails and utilize them whenever I can (weekly + more in summer) despite not living here”
 - “We love using all the baseball diamonds that are available throughout Kaukauna. It is a nice perk when there is playground equipment as well when the kids can play as well afterwards. And bathrooms open to use. Majority of the time, we feel safe at all of them.”
2. Trails, pedestrian safety (9)
 - “Better biking. CE trail and river trails are a good start. Now connect a loop ride. And connect the river trails with clearly marked bike routes and safety high lighted neon painted street crossings and bike lanes”
 - “-Fix the sidewalks + curbs to the road -Stop cars from parking on sidewalk -Stop bicycle from using sidewalks especially the motorized ones”
 - “More connected and safer bike trails”

3. Better marketing, difficulty finding online (6)

- “We love Haas rd park being that’s it nice, new and in our neighborhood, but it doesn’t show on maps/gps so I feel like others don’t know about it and it’s always empty. My son loves to go but it would be nice to see and play with others there”
- “I believe Kaukauna has many hidden gems and if we highlight all the different parks and what they offer, I believe they would get used even more! Being outside and exploring in nature is so beneficial for all ages, especially our children. The more we can offer for families to get their kids out and about, the better!”
- “-Kaukauna has a lot of parks already - maybe promote them more with events.”

4. Playground updates (6)

- “Would love to see some of the old park equipment switched out with newer park playground equipment.”
- “We have great parks and green areas. They just need to be updated!”
- “New playground equipment”

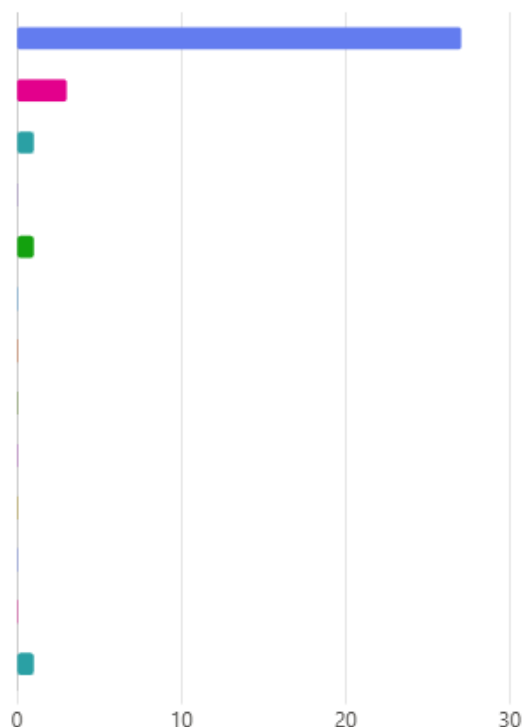
5. Improve sport related opportunities (6)

- “Fieldcrest basketball court is bowed in the center which is why I have never seen anyone using the basketball court. Would have been a great place for a couple of pickle ball courts.”
- “Far stretch, but some type of zip line type activity, small or large, would be great!”
- “Perhaps more pickleball courts would good to see, even as 1 is opening soon at Lafollette.”

Survey Result – Children

1. Where do you live?

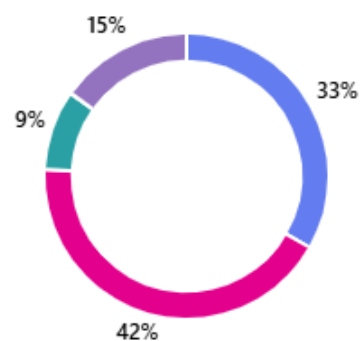
City of Kaukauna	27
Village of Combined Locks	3
Village of Little Chute	1
Village of Harrison	0
Village of Sherwood	1
Village of Wrightstown	0
Town of Kaukauna	0
Town of Buchanan	0
Town of Vandenbroek	0
Town of Holland	0
Town of Woodville	0
Town of Wrightstown	0
Other	1



One respondent chose “Other” because they preferred not to answer.

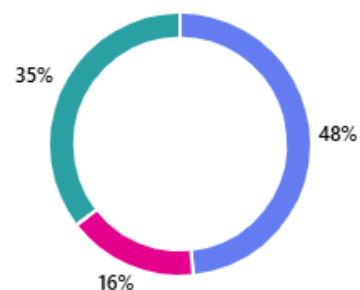
2. Please select your age range:

Under 10	11
10-12 years old	14
13-15 years old	3
16-18 years old	5



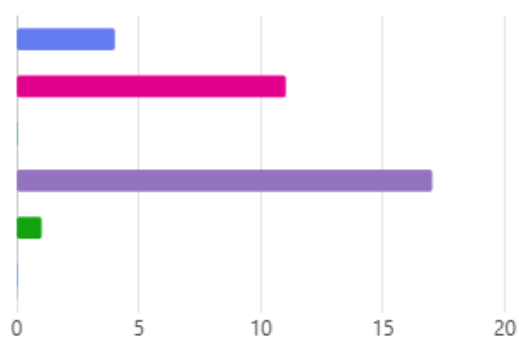
3. How do you usually travel to parks and open spaces?

● On foot (walking or running)	15
● On wheels (bicycling, in-line skating, skateboarding)	5
● By car	11
● By bus	0



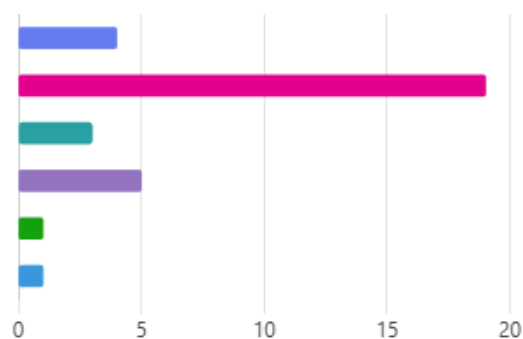
4. Who do you usually go to the park with?

● I go by myself	4
● I go with friends	11
● I go with a sports league or club	0
● I go with my parents	17
● I go with my grandparents	1
● I go with my pets	0



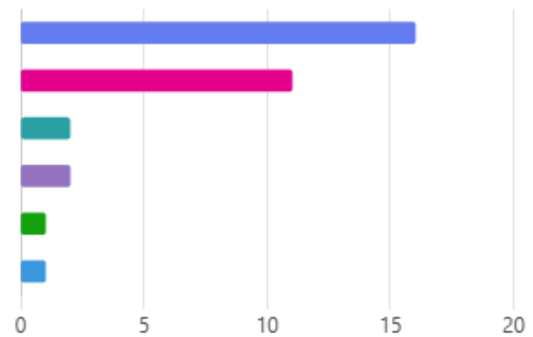
5. How often do you go to the park or an open space?

● Daily	4
● Weekly	19
● Monthly	3
● Seasonally	5
● Yearly	1
● Never	1



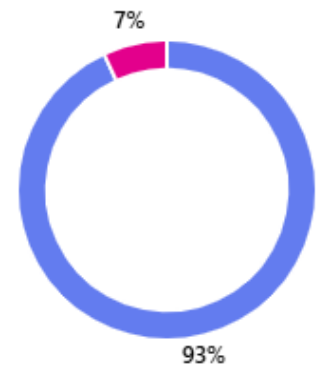
6. How often do you use things like sidewalks, trails, or bike lanes in Kaukauna to get around or for fun?

● Daily	16
● Weekly	11
● Monthly	2
● Seasonally	2
● Yearly	1
● Never	1



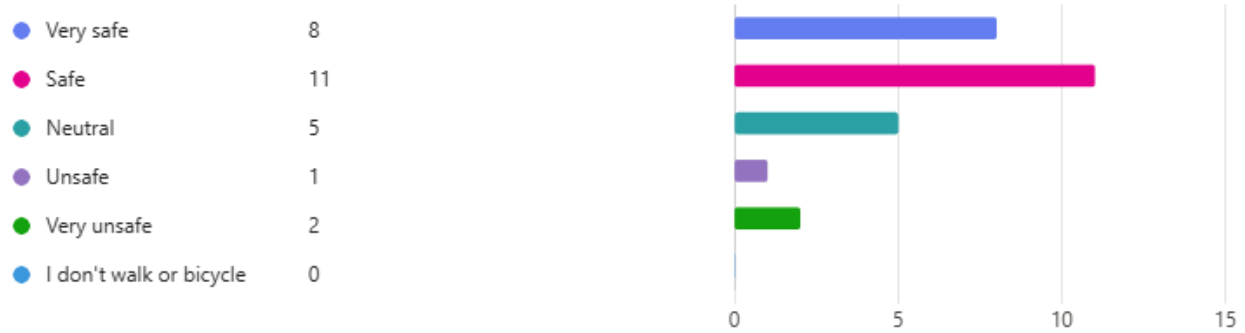
7. Would you answer one to two more questions about sidewalks and trails in the City of Kaukauna?

● Yes	27
● No	2



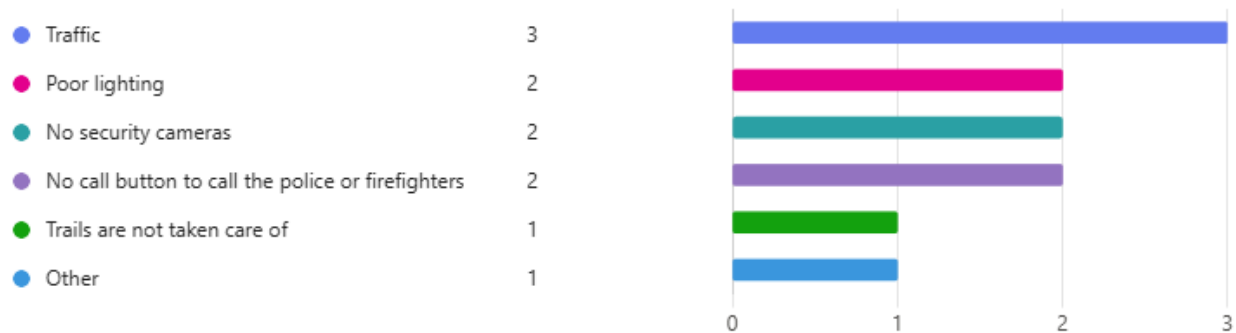
In the online survey, those who answered “yes” to question number seven were then directed to question number eight. In the hardcopy survey, question number seven was not included.

8. How safe do you feel walking and/or bicycling in the City of Kaukauna?



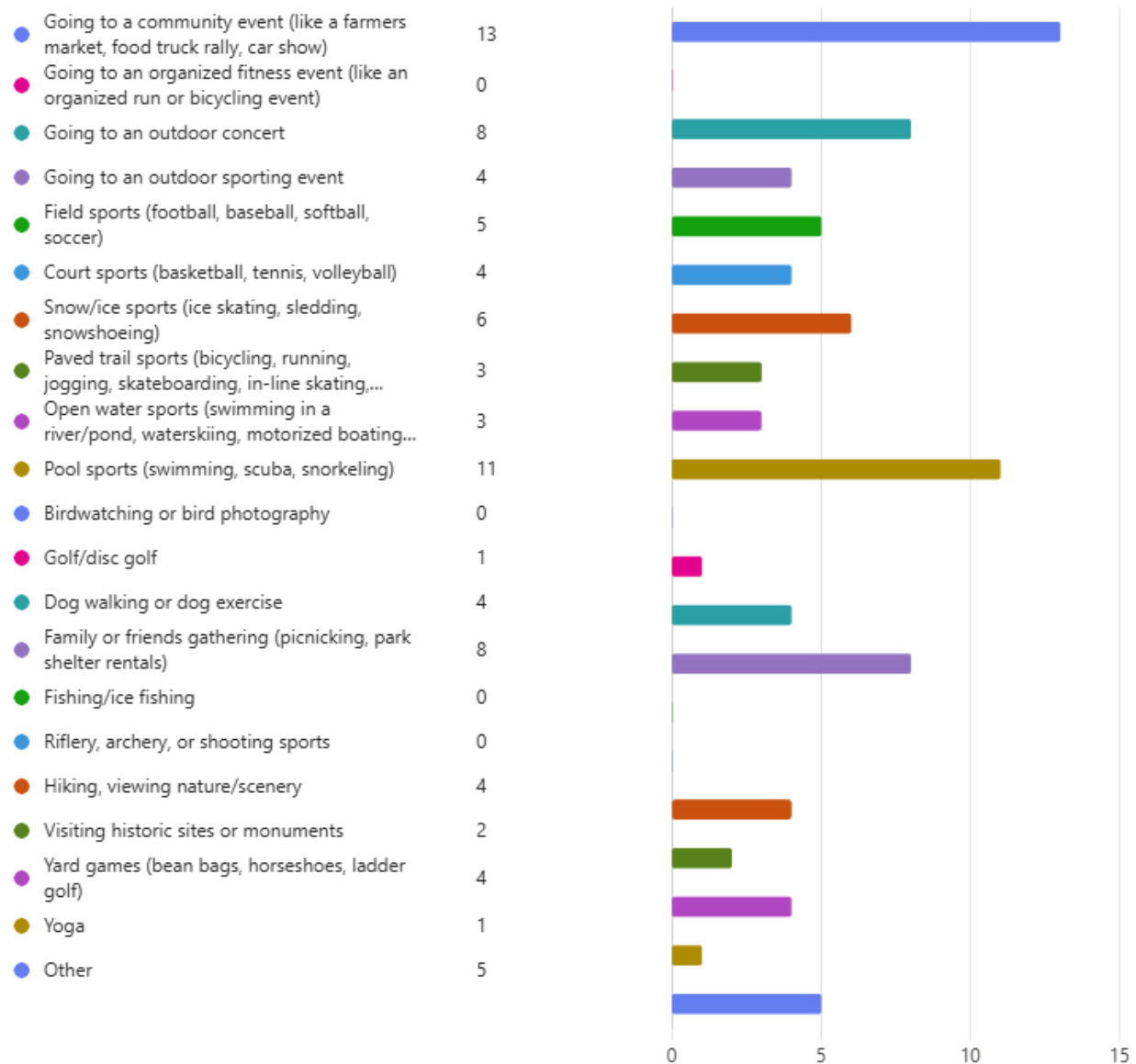
Those who answered “unsafe” or “very unsafe” to question number eight were then directed to question number nine.

9. What makes you feel unsafe when walking or biking in Kaukauna?



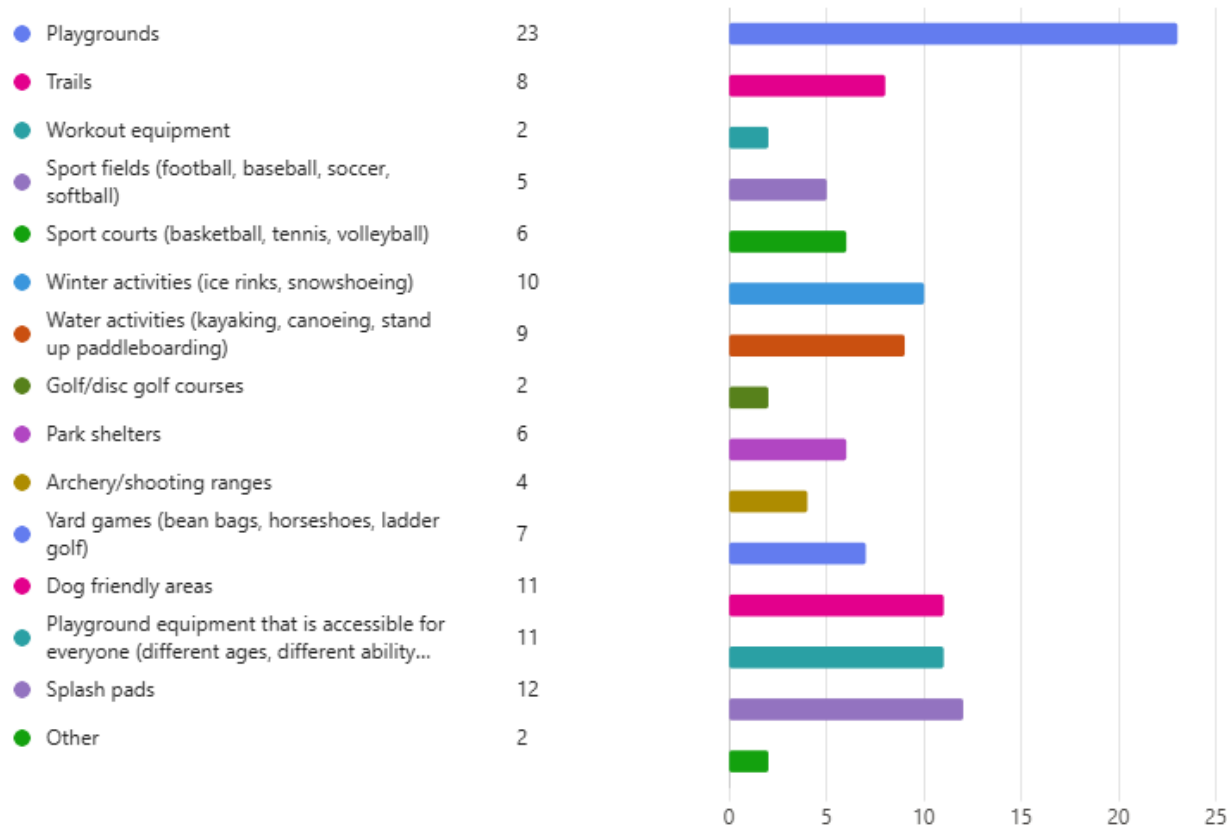
One respondent chose “Other” and stated the following: “No crossing guards. You guys literally have kids get hit all the time. Do something about it.”

10. Please select the top 3 activities you like to do at parks and open spaces in the City of Kaukauna:



Other answers included the following: playing on playground equipment, quadrobics, drawing, and calling friends.

11. What park and open space features would you like to see more of?



Other answers included the following: artwork from kids on display, cat friendly areas, places to camp, and pools.

12. What are suggestions you have for how to improve the City of Kaukauna's parks, trails, and open spaces?

Responses were divided into general categories and ordered from most mentioned to least mentioned. Only the top five were included. Direct quotes were taken to provide additional context.

1. Updated playground equipment (5)
 - "Updating to park equipment in residential areas like Jonen."
 - "Improve the equipment at horseshoe park."
 - "The playgrounds suck!! The only good ones are at the schools and now they are getting run down too"
2. Address safety, cleanliness concerns (5)

- “And have actual cameras there. Highschoolers like to sit and smoke in the shelters at parks like Horseshoe and Riverside.”
 - “Keep the racist kids out of the city.”
 - “By picking up litter off of the ground”
3. More amenities (4)
 - “Cleaning stations at playgrounds - wipes and sanitizer”
 - “More ice rinks”
 - “More stickers. More snacks.”
 4. Pet friendly (2)
 - “Let me bring my cat (please).”
 - “Make them pet friendly”
 5. More variety in activities offered (1)
 - “Maybe day camps during the summer”

13. Do you have anything else you would like to share about parks, trails, and open spaces?

Only two respondents offered additional feedback:

“Not much except that spaces around here are really fun and that would be better if you added to them”

“Make them safer and pet safe. I should be able to take my sisters to the park without worrying about the substance abusing teenagers hanging around the place.”

Public Open House Results

1st Library Listening Session – March 12th, 2025, 9:30 AM

The following comments were received from two members of the public. One comment came from the grandmother of one of the children attending the “Wonderful Ones Storytime”, the other comment came from the father of one of the children.

- Kaukauna should have more rentable pavilions with kitchens inside them to be used for hosting events. La Follette might be a good choice for this.
- Bring back summer park leaders.
- Have more cleaning stations available (hand sanitizers, wipes, etc.). This is especially helpful for parents of young kids.

2nd Library Listening Session – March 18th, 2025, 3:15 PM

The following comments were received from an estimated dozen tweens/teens attending the library's A.T.L.A.S. (At The Library After School) program as well as one mom attending with her daughter.

- The city should get ziplines. This was suggested by multiple ATLAS attendees. Suggested parks included White City, Riverside, and La Follette. Types of ziplines ranged from simple ones that could be reasonably done on playgrounds to more elaborate ones that would require harnesses. Parks outside of the city were referenced, including Citizen Park in Manitowoc and an unnamed park in Two Rivers.
- The city should get a slide with lights inside of it. It would need to be waterproof to protect the lights.
- More spinning features for kids to hang on and stand on were requested.
- A second ice rink location was requested.
- A second splash pad was requested, with the suggested location being La Follette.
- The city should have vending machines at parks that stock snacks and soda.
- There should be more monkey bars, including “swinging” monkey bars.
- Playgrounds should have “scavenger hunts” integrated into them – finding different items around the playground.
- There needs to be more indoor restrooms, especially ones with “child size” toilets that young children can actually reach.
- It would be nice to have trails for strollers around the park.
- There should be more obstacle course style equipment.
- There should be steeper slides.
- There should be sensory boards/panels at parks.
- Directions/labels/etc. should not only be in English. Other suggested languages included Spanish, Hmong, “Congolese” (French is the official language of the Congo, with four other national languages), and Braille. This would help to appeal to a diversifying community.
- There should be some metal open climbing structures.

- There should be a petting zoo.
- There should be more pet friendly areas.
- There should be more “aesthetically pleasing” locations. Suggestions on how to improve aesthetics were to have bridges going over bodies of water, mini waterfalls, and flower gardens.
- There should be a park by the library.
- There should be more drinking fountains.
- There should be more opportunities to interact and receive education on wildlife. Something along the lines of 1000 Islands having a reptile room, rodents, etc. for educational purposes.
- Put a stream at Horseshoe Park.
- There should be picnic areas with tents/huts.
- There should be a net playground at La Follette.
- There should be some rock-climbing walls. It was specified that these walls were not to be tall, but easily climbable with different angles and ways to get to the top.
- There should be a water park.
- There should be more jungle gyms.
- There should be a bungee jumping location.
- There should be a light up trampoline.
- There should be a large swing that lights up.
- There should be a hockey facility.
- Benches and tables need to be updated.
- There should be gaga ball pits.

3rd Library Listening Session – March 28th, 2025, 2:00 PM

No one attended this listening session.

City Hall Listening Session – March 18th, 2025, 5:00 PM

The following comments were received from two citizens: a father and his teenage daughter.

- Grignon feels less family friendly due to the disc golf course. People have gotten hit in the head by discs going wildly off course.
- There should be some push up stations/balance beams.
- There should be a playground at Hydro Park.
- There should be playground equipment at 1000 Islands.
- Ziplines were once again brought up.
- There should be music events at Fassbender.
- There are a lot of safety hazards at Strassburg, including rusted equipment, a basketball court that's uneven and cracked, and broken baby swings. It has so much opportunity, and it needs to be updated.
- The city should put a Gaga ball pit at Strassburg.
- The city should renovate or update the merry-go-round at Strassburg, but not get rid of it completely.
- The city should put a tennis court, pickleball court, or hybrid court at Strassburg.
- The city should put a pavilion at Strassburg.
- Bring back park leaders.

Inventory Results

The below parks, trails, and open spaces were inventoried by the Public Works Department. The following ratings were then assigned to different aspects of the park as well as to the park overall: needs improvement, unsatisfactory, satisfactory, good, very good, and not applicable. Full evaluation notes are available in the appendix.

Anderson Park – Good Condition

Grounds: Good

Playground: Good

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Good

Notes: Nice newer park that could use some lighting along with more picnic tables.

Central Park – Satisfactory Condition

Grounds: Good

Playground: N/A

Amenities: Satisfactory

Buildings: N/A

Forestry/Horticulture: Unsatisfactory

Notes: Not much of a park besides 2 benches to sit on.

Doty Bayorgeon Recreation Area (Field 1) – Satisfactory Condition

Grounds: Satisfactory

Playground: N/A

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Satisfactory

Notes: For the age of everything at diamond 1 it is fairly in good shape. There are games all summer + most weekends.

Doty Bayorgeon Recreation Area (Field 2) – Good Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Satisfactory

Notes: Diamond 2 is a nice facility for how much it gets used throughout the year. Just needs some updates.

Doty Bayorgeon Recreation Area (Football-Track) – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Unsatisfactory

Notes: Football field area is good, just needs some maintenance.

Doty Bayorgeon Recreation Area (Hardball Field) – Good Condition

Grounds: Good

Playground: N/A

Amenities: Satisfactory

Buildings: Good

Forestry/Horticulture: Good

Notes: Nice facility just needs many updates.

Dog Park – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: Good

Forestry/Horticulture: Good

Notes: Nice dog park used by many people.

Fassbender Park – Good Condition

Grounds: Good

Playground: N/A

Amenities: Very Good

Buildings: N/A

Forestry/Horticulture: Very Good

Notes: Nice little park. Not much to do but sit on benches.

Fieldcrest Park – Satisfactory Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: Good

Forestry/Horticulture: Satisfactory

Notes: Could use updated playground equipment.

Friends & Family Sculpture Garden and Trail – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: Good

Forestry/Horticulture: Good

Notes: Small area to sit and relax.

Glenview Park – Satisfactory Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: None

Haas Park – Very Good

Grounds: Very Good

Playground: Good

Amenities: Satisfactory

Buildings: N/A

Forestry/Horticulture: Good

Notes: Very nice newer park. Could use some lighting and signage.

Horseshoe Park – Good Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Good

Notes: None

Hydro Park – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: Good

Forestry/Horticulture: Satisfactory

Notes: Very nice park, but doesn't offer anything for kids. The park is mainly used for special events.

Jonen Park – Good Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: Very Good

Forestry/Horticulture: Good

Notes: Adding a pavilion with bathrooms in 2024 makes it a nice park.

Kelso Park and Pond – Good Condition

Grounds: Very Good

Playground: N/A

Amenities: Very Good

Buildings: Satisfactory

Forestry/Horticulture: Satisfactory

Notes: Park is mainly used for fishing.

Konkapot Preserve and Trail – Good Condition

Grounds: Satisfactory

Playground: N/A

Amenities: Satisfactory

Buildings: N/A

Forestry/Horticulture: N/A

Notes: It's a nice long trail to walk, run, or ride a bike.

La Follette Park – Good Condition

Grounds: Satisfactory

Playground: Good

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Satisfactory

Notes: This park is used heavily by people all spring, summer and fall. The pavilion is rented out every weekend in the summer. Many people come to the park because of the new playground. Park has had vandalism in the past but always fixed.

Little Tykes Tot Lot – Satisfactory Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Good

Notes: None

Grignon Park (Lower) – Good Condition

Grounds: Good

Playground: Satisfactory

Amenities: Good

Buildings: Good

Forestry/Horticulture: Good

Notes: Nice big area, would like to see more playground equipment. Could be rented out during summer but isn't. Sledding hill is a great feature.

Grignon Park (Upper – Disc Golf) – Satisfactory Condition

Grounds: Satisfactory

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: Big park that needs a lot of work.

Grignon Park (Upper – Sledding Hill) – Good Condition

Grounds: Satisfactory

Playground: N/A

Amenities: Good

Buildings: Good

Forestry/Horticulture: Good

Notes: Very nice sledding hill that gets used a lot by sledders and disc golfers.

Nelson Family Trail – Very Good Condition

Grounds: Good

Playground: N/A

Amenities: Very Good

Buildings: N/A

Forestry/Horticulture: Good

Notes: Very nice walking trail. Trail is used by many people.

Riverside Park (Lower) – Good Condition

Grounds: Satisfactory

Playground: N/A

Amenities: Good

Buildings: Satisfactory

Forestry/Horticulture: Satisfactory

Notes: The park is used all spring, summer, and fall with little league. Boat launch is free so many boaters come here. It just needs some updating.

Riverside Park (Upper) – Good Condition

Grounds: Satisfactory

Playground: Good

Amenities: Good

Buildings: Unsatisfactory

Forestry/Horticulture: Satisfactory

Notes: The pavilion is rented out every weekend in the summer for parties or family gatherings. It also gets rented out for special events. The park playground is used a lot from all age kids. The bathroom and pavilion need updates.

Skate Park – Good Condition

Grounds: Good

Playground: Good

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Good

Notes: Nice little skateboard park.

Strassburg Park – Satisfactory Condition

Grounds: Satisfactory

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: Not much for kids or parents to do.

Thelen Park – Satisfactory Condition

Grounds: Satisfactory

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: None

Thilwerth Park – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Good

Notes: Not much to do but fish off walkway.

Trestle Trail Park – Satisfactory Condition

Grounds: Very Good

Playground: N/A

Amenities: Very Good

Buildings: N/A

Forestry/Horticulture: N/A

Notes: It only has a picnic table.

Veterans Memorial Park – Good Condition

Grounds: Good

Playground: N/A

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: Nice park to honor our veterans.

White City Park – Satisfactory Condition

Grounds: Satisfactory

Playground: Satisfactory

Amenities: Good

Buildings: N/A

Forestry/Horticulture: Satisfactory

Notes: It's a huge park with a lot of green space. The problem is everyone has to walk a long way to get to playground which usually involves walking down a hill and then back up a hill.

Chapter 8. Recommendations for Areas of Focus

After reviewing the park surveys, internal discussions among staff, and taking in all available feedback on our park system in the city, goals and areas of focus were established based on recurring themes. Those areas of focus/goals would be to improve the maintenance of the park system, to add more amenities throughout our park system, to beautify our parks so they're more attractive to all users, and to add more community events and opportunities in our existing parks. We have broken down these items further with tactics to help address these recurring themes that we have seen throughout the parks survey as well as in previous park plans.

Maintenance: Maintenance was a recurring item throughout the entire park survey and has also been a comment that has been received multiple times over the years. With a large park system, a more detailed plan for maintenance can be created to help prevent and better react to issues with park equipment and facilities. To help foster the focus on maintenance, staff has developed the following tactics:

- *Create and maintain a park conditions report:* this will help facilitate planning for which parks should be next for updates as well as preventative maintenance.
- *Create a process for park users to report a potential maintenance issue:* this will help ensure staff can be made aware of issues that previously may not have been known and to get items fixed as timely as possible.
- *Inspect parks semiannually for basic maintenance items:* this will help ensure parks are in continuous good order.
- *Investigate feasibility of a park foreman support position and specific park staff:* with over 30 parks, specific staff dedicated to maintenance of the parks may be beneficial not just for maintenance but also for long term park planning and updates. This should be explored in more detail for a cost-benefit analysis.
- *Investigate and implement security measures to help prevent vandalism:* The addition of cameras, lighting, or other items needs to be investigated with appropriate measures taken to help reduce vandalism in the parks.

Amenities: Amenities were another item that came up consistently throughout many of the survey comments. Amenities varied in type and in nature but seemed to focus on trails, trail connectors, pet friendly parks, and providing a variety of different types of amenities inside of the parks. Conversation has also occurred on how to best update a park to suit the needs of the area. To help focus in on these specific items, staff has created the following tactics:

- *Investigate small dog spaces at parks:* many residents are interested in allowing dogs at more parks, but many still like having areas where no pets are allowed.

Having smaller dog parks inside existing parks may provide the answer that hits on the concerns heard from our residents and other park users.

- *Create a public outreach policy for areas located near parks when they are scheduled to be updated:* this will assist in ensuring those near a neighborhood park can be a part of the planning for updates to the park they use the most and ensure designs on amenities are investigated thoroughly.
- *Produce digital and paper trail maps:* to better show existing amenities and trail connections. This will also assist in planning future trails to connect with other local amenities.
- *Improve and add on-street bike lanes:* provides clarity and safety to those biking in the community.
- *Find ways to increase ease of using trail connectors and safety (signage, routes):* improving wayfinding for trails and integrating with larger systems in neighboring communities.
- *Continue to investigate additional trails:* New trails should be investigated when and where a need is observed and when new growth from subdivisions or development creates a need or an opportunity.
- *Utilize national standards for park types (neighborhood, regional, etc..) for planning new amenities/upgrade to current amenities:* this will provide basic guidance on minimum standards as the community develops.
- *Create a permanent stage area:* with more musical events occurring in the city, a permanent stage would be a cost savings and provide an area for additional programming/events.
- *Create a plan for the redevelopment of Central Park:* Central Park has been underdeveloped for a number of years and a plan to delineate opportunities for this space should be created.
- *Create a service area map of parks to help guide need for future park areas:* this can be done by using GIS to provide insight on the areas served by current parks and overlaying with potential future growth to assist in determining future needs.

Community: Based upon the park survey responses as well as conversations with residents there is an interest in more community-style events and opportunities to be hosted inside of the park system. In an attempt to help increase and diversify community events in our existing parks, staff has developed the following tactics:

- *Determine feasibility of community gardens:* this has been asked for in the survey as well as from residents calling in and can help foster a better community environment inside of our parks. It should be investigated to see where and if a

community garden is feasible inside of the City of Kaukauna's Park system. This also would align with our strategic plan's community of choice.

- *Investigate feasibility of beer garden type events in the parks:* having beer gardens featured in neighborhood parks would be a beneficial way to have more community involvement inside of the park system. This should be investigated to see if or how it could be implemented based on staffing and any potential ordinance or legal concerns.
- *Highlight parks through social media:* some of the comments from the park survey and from residents seem to indicate that there may not be knowledge of all the parks and offerings of the City of Kaukauna. Highlighting our parks through social media more often may help promote our park system. The city started doing this before the survey started, so some of these concerns may have already been addressed.

Beautification: From the park survey responses as well as talking with residents, many have suggested ways of adding more flowers and plantings to the parks to make them more attractive. To further beautify the park system, staff has developed the following tactics:

- *Implement native plantings:* adding native plantings inside the parks will eliminate some maintenance items in the park system as well as add beautification items into the parks.
- *Create a beautification committee:* a group of residents to help with planting and maintaining additional flowers and other items as well as provide recommendations for adding more plantings into the community.
- *Create landscape areas at the entrances of regional parks:* creating specific landscaping areas at the entrances of some of our larger regional parks will add beautification to the system.
- *Add public art in park spaces:* investigate if murals or other forms of public art could be added into the park system to further beautify and enhance aesthetics throughout our park system.
- *Adopt a park/planter:* provide an opportunity for community engagement and beautification of the park system by creating a volunteer program to manage planter, plaza, or park depending on a volunteer's resources, ability, and desire to enhance the parks and community.
- *Community clean up events:* this ties community outreach and involvement with maintenance of the parks. Events could be held once or twice a year can assist in keeping the parks pristine and help accomplish smaller repair or enhancement

projects that staff may not be able to focus on due to other needs in the community.

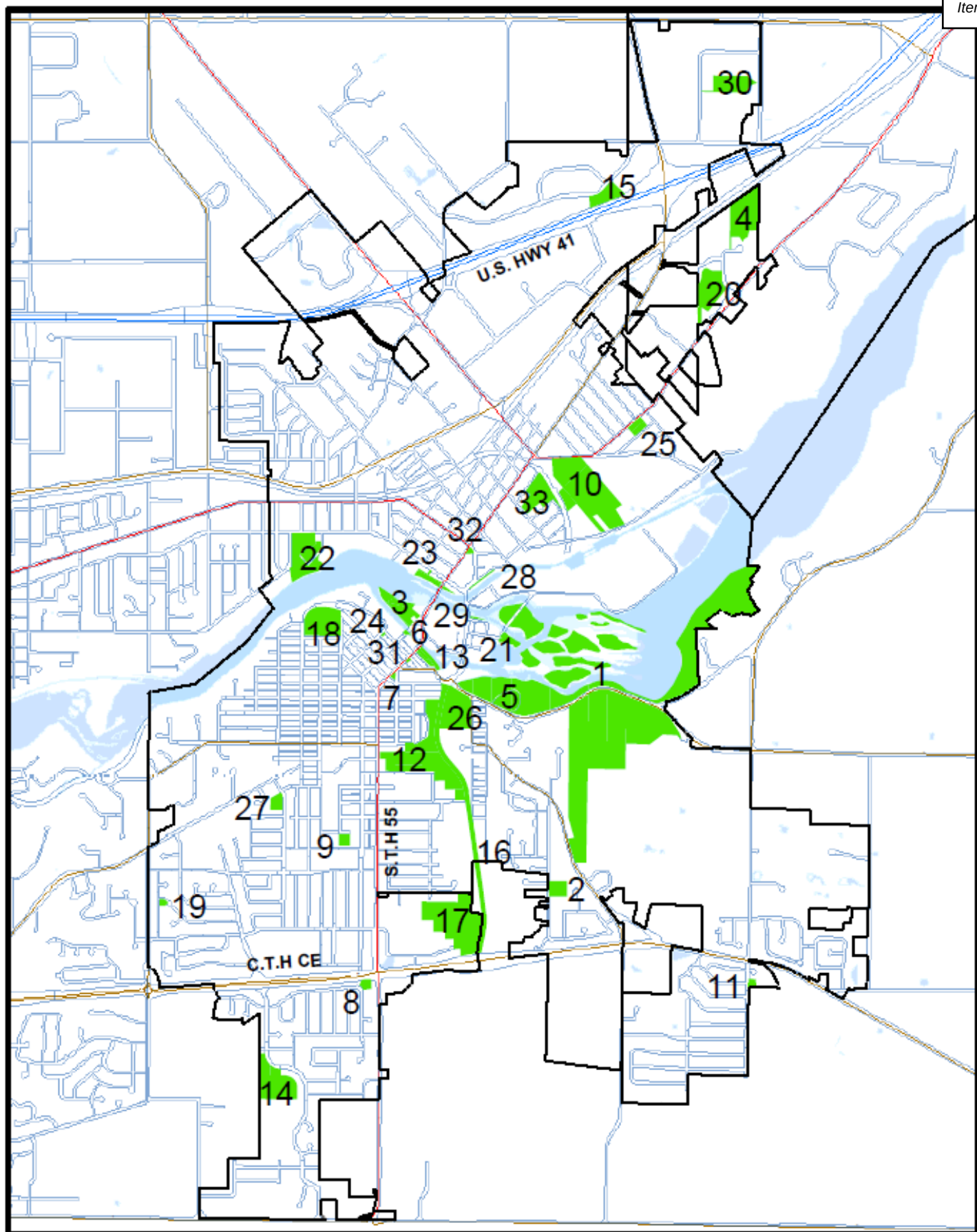
It should be noted that, due to the unique nature of 1,000 Islands, there should be an updated strategic plan or specific park plan for this amenity in the city. This will allow for a more detailed look at that facility and assist in a long-term planning process to assist in budgeting and meeting the needs of the community.

Further Protecting Undeveloped Lands:

As the City continues to grow, being aware of the need for future parks and recreation land is important. One of the tactics above calls for creating a service area map to assist with this. The city should continue to review options to help develop new parks and update existing facilities with the possibility of impact fees, developer fees, or other opportunities.

Appendix:

Existing City Park Map.....	71
Key To Existing City Park Map.....	72
Map of Trails.....	73



EXISTING CITY PARKS

1 inch = 2,625 feet
Date: 7/26/2019

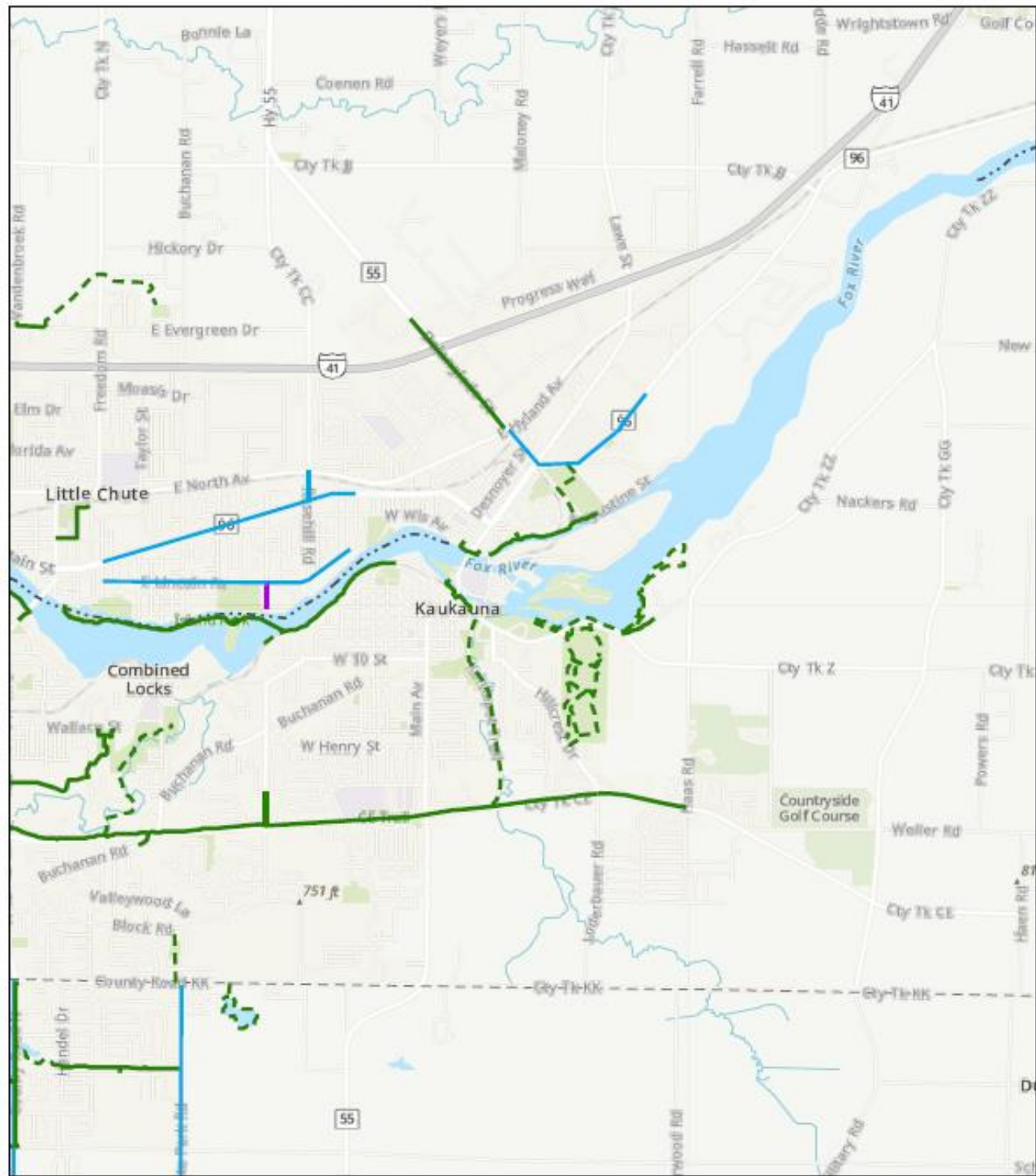
Key to Existing City Parks Map

1. 1000 Islands Environmental Center
2. Anderson Park
3. Central Park
4. Dog Exercise Park
5. Doty Bayorgeon Recreation Area
6. Eagle Plaza
7. Fassbender Park
8. Fieldcrest Park
9. Glenview Park
10. Grignon (Upper + Lower) Park
11. Haas Road (Future) Park
12. Horseshoe Valley Park
13. Hydro Park
14. Jonen Park
15. Kelso Park and Pond
16. Konkapot Creek Trail
17. Konkapot Preserve
18. La Follette Park
19. Little Tykes Tot Lot
20. Nature View Park
21. Quarry Point Park
22. Riverside Park
23. Friends and Family Sculpture Garden
24. Skateboard Park
25. Strassburg Park
26. Municipal Pool and Archery Range
27. Thelen Park
28. Thilwerth Park
29. Trestle Park
30. Van Eperen Park and Pond
31. Vaudette Plaza
32. Veteran's Memorial Ring of Honor
33. White City Park

Note:

Not included on the map is the Rapid Croche Picnic Area, interactive learning garden at the library, Gathering of the Pike Plaza (behind the Library) and the Nelson Family Heritage Crossing (part of the trail system).

Trails of the Fox Cities



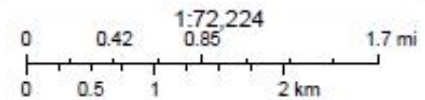
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Fox Cities Areas Trails

- Bike Route/Accommodation
- Bike Lane
- Off Road Paved Trail
- - - Off Road Unpaved Trail

Fox-Wisconsin Heritage Water Trail

- - - Water Trail
- - - Water Trail
- - - Water Trail



County of Outagamie, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA, USFWS

City of Appleton GIS
County of Outagamie, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, EPA, NPS, USDA, USFWS |



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council

From: Dave Kittel, Director of Planning and Community Development

Date: 9/26/2025

Re: Park Plan

Background Information:

About every 5 years the city updates a plan to assist in the direction and development of the park system and related amenities. Staff have been working on creating a new plan which is included in this packet for review. Over the last year, data has been collected through a community survey, listening sessions, and park inspections. Staff also looked at national data from the National Recreation and Parks Association (NRPA) and at some surrounding communities' plans to help establish a base line of existing amenities. Overall, the city meets or exceeds many of the national averages for the number of parks per resident and acres of parkland per 1,000 people. From looking through information from NRPA, previous park plans, and survey results, staff found four focus areas that kept coming up. Those areas are as follows: maintenance, amenities, community, and beautification. From those focus areas tactics have been created to help address these areas using the information and comments from the survey. Chapter 8 in the park plan has the details of these items and a simple summary is listed below:

Maintenance

- **Issue:** Maintenance is a long-standing concern across the park system.
- **Tactics:**
 - Develop a **park conditions report** to prioritize updates and preventive care.
 - Create a **user reporting system** for maintenance issues.
 - Conduct **semiannual park inspections**.
 - Explore hiring a **park foreman and dedicated maintenance staff**.
 - Investigate **security measures** (e.g., cameras, lighting) to reduce vandalism.

Amenities

- **Issue:** Residents want more diverse and accessible amenities.
- **Tactics:**
 - Explore **small dog areas** in parks.

- Implement a **public outreach policy** for park updates.
- Provide **digital and paper trail maps**.
- Improve **bike lanes** and **trail connector safety**.
- Continue planning for **new trails**.
- Use **national park standards** for amenity planning.
- Build a **permanent stage** for events.
- Develop a **Central Park redevelopment plan**.
- Create a **service area map** to guide future park development.

Community

- **Issue:** Desire for more community events and engagement.
- **Tactics:**
 - Assess feasibility of **community gardens**.
 - Explore **beer garden events** in parks.
 - Increase **social media promotion** of parks.

Beautification

- **Issue:** Residents want more attractive parks.
- **Tactics:**
 - Use **native plantings** to reduce maintenance and enhance beauty.
 - Form a **beautification committee**.
 - Add **landscaping at park entrances**.
 - Introduce **public art** (e.g., murals).
 - Launch an **adopt-a-park/planter program**.
 - Host **community clean-up events**.

These focus areas and tactics are designed to be achievable and address many of the comments from residents. It should be noted the 1,000 Islands should be separate and have its own strategic plan due to the size and specific focus of that area. Below is a link to NRPA for additional information on national statistics for parks:

<https://www.nrpa.org/publications-research/research-papers/agency-performance-review/>

The Plan Commission has reviewed the park plan and recommends the approval of the plan. After the initial Plan Commission review a few additional comments on the plan were received by staff requesting changes to formatting to make some graphs easier to read and to address minor grammar type items. These changes have been updated in the attached plan. In addition, a few comments were received on some of the possible tactics that were proposed to address the four focus areas identified in the Park Plan, specifically comments stating that the small dog areas in parks and “beer garden” type events in the parks may not be good ideas. The format of this plan is to look into these items and then bring back the findings with recommendations to the Council for final action. During the investigation a different approach may be found or information discovered that make the implementation impractical for the city. Overall, this is to help ensure that the city is looking into items the residents are asking for and developing ways to achieve this and, if that is not feasible,

discover why. The plan should also be looked upon as a living document and as more work is done changes can be made to better reflect new information, strategies, growth, and opportunities.

Strategic Plan:

This aligns with community of choice strategic objectives and the vision of the strategic plan.

Budget:

There is no direct budget items with this document but some of the individual items will have budget impacts that will be a part of the Capital Improvement Plan and standard budget process.

Recommendation:

To review the park plan and to adopt the Comprehensive Outdoor and Recreation Plan.





MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council

From: Dave Kittel, Director of Planning and Community Development

Date: 10/02/2025

Re: Sign Ordinance Update: CCD, IND and Creation of 17.33

Background information:

Staff have initiated an update and reorganization of the City's sign ordinance to improve clarity, enforcement, and alignment with current development patterns. The attached draft proposes the creation of a new section (17.33) dedicated exclusively to sign regulations, removing sign and billboard provisions from Section 17.32. These proposed updates have been reviewed by the Plan Commission with the Commission recommending approval of the updates pending a public hearing to be scheduled for the Common Council. This is meant as an introduction to the proposed changes to ensure the Council has time to review and understand the changes before action is taken.

Overview of Proposed Changes

- **New Section 17.33:** Consolidates all sign regulations into a standalone section for easier reference and enforcement.
- **Removal from 17.32:** Sign and billboard regulations will be removed from the general zoning provisions to reduce redundancy and confusion.

District-Specific Updates

Commercial Core District (CCD) – Section 17.20

- Language has been simplified for clarity.
- Staff proposes allowing properties that meet the lot requirements of the Commercial Highway District (17.22) to follow that district's sign regulations, subject to Plan Commission approval. This would:
 - Provide flexibility for larger lots.
 - Reduce nonconformities.
 - Maintain district character through controlled review.

Industrial District – Section 17.25

- Updates include:
 - Allowing signage in parks under Institutional District provisions.

- Adding standards for temporary signs, including:
 - Size and duration limits.
 - Restrictions near residential districts.
 - Option for extended duration via Plan Commission approval.

Rationale These changes aim to:

- Simplify ordinance structure.
- Improve enforcement consistency.
- Provide flexibility for unique lot configurations.
- Reduce existing nonconformities.
- Ensure signage remains appropriate to district character.

Next Steps Staff is presenting this as introduction to the Common Council. The next steps would be to go to the legislative committee and having a hearing in November at the Common Council to then take action on this item. The draft language is below for the changes to 17.20 and 17.25 and attached the language for creating 17.33 and also a document that shows all the changes together for additional information:

17.20 CCD Commercial Core District

6. Permitted Accessory Signs

Exterior Signs

Signs are allowed on walls fronting a street/public way. Name and logo must occupy at least 60% of the sign area. No advertising from manufacturers unless it's the business name (e.g., Domino's Pizza). No signs above the roofline or painted directly onto the building surface. Residential use properties in this district must adhere to the residential sign requirements in the matching district, for example a single family home in the Commercial Core District would follow the Residential Single family sign regulations.

a. Flat Signs:

1. Area: Limited to 15% of the wall area fronting a street/public way.
2. Projection: May not project more than 18 inches beyond the building surface.
3. Lighting: Can be illuminated but no blinking/flashing lights. Electrical elements must be concealed.
4. Placement: Located in the signable area of the facade. The height between windows must not exceed two-thirds of the space.
5. Multiple Businesses: Signable area can include a business directory (max 7 sq ft) and be divided among occupants.

b. Projecting Signs

1. Quantity: One per street front.
2. Size: Max 16 sq ft.

3. Projection: No more than 5 feet from the building face. Minimum 3 feet from side property line. Minimum 9 feet above ground.
4. Shape: Simple geometric or symbolic shapes. Both sides must be finished.

c. Awnings

1. Material: Flameproofed fabric.
2. Information: Only name, logo, and street number. Combined area over 15 sq ft counts towards total exterior sign area.

d. Window Signs

1. Area: Max 30% of window area.
2. Content: Name, logo, address, phone number, product/service description. Not included in overall signage computation.
3. Window signs from commercial advertisement are not allowed on residential use windows and second floor apartments.

e. Detached Signs

1. Quantity: One per 100 feet of lot frontage.
2. Size: Max 50 sq ft per side (total 100 sq ft), max 25 feet in height. Building must be set back at least 35 feet from the street curb.

f. Nonpermanent Signs

1. Usage: Limited to special promotions/events. Max 14 consecutive days, up to 4 times per year with 30 days between uses. Max size 20 sq ft per face. Permit required.

g. Roof Street Signs

1. Area: Max 40% of signable area. If enclosed, total area including background counts. If individual letters, only letter area counts.
2. Multiple Occupancies: Signable area can be divided among occupants.

Properties that the lot dimensions meet the requirements of 17.22 may follow the sign requirements of that district by Plan Commission approval of the sign type, size and location for each requested sign not to exceed 300sqft in size per sign.

17.25 IND Industrial District

6. *Permitted accessory signs.* For each principal structure, the following shall apply:
 1. *Flat signs.* Flat signs limited in aggregate area to 25 percent of the wall area fronting on a street.
 2. *Detached signs.* For every 90 feet of lot frontage, one detached sign limited in area to 200 square feet on each side (limit of two sides and 400 square feet) and 30 feet in height.
 3. *Temporary signs.* Temporary signs as provided in section 17.16(5)(b).

Temporary detached signs are limited in area to 100 square feet on each side, with a limit of two sides and 200 square feet, and limited to 15 consecutive days and 90 total days per calendar year. Such signs shall not contain any flashing lights and shall not be located within 100 feet of any residential district. Longer duration may be approved by the Plan Commission on a case-by-case basis.

4. Signage as provided in section 17.24(6)(a).

Strategic Plan:

Reviewing and updating ordinance is a procedural item and not directly tied to the Strategic Plan.

Budget: Not applicable

Recommendation:

Review the updates



Below is the language proposed for creating 17.33 it takes existing language and consolidates it into one area.

17.33 Sign and Billboard Regulations

1. The following types of signs are exempted from permit requirements, but must be in conformance with all other requirements in this chapter:

- a. *Construction signs.* Two construction signs per construction site not exceeding 100 square feet in area which shall be confined to the site of construction and shall be removed 30 days after completion of construction or prior to occupancy after construction, whichever is sooner.
- b. *Directional and instructional signs.* Directional and instructional non-electric signs which provide instruction or direction and are located entirely on a property to which they pertain, do not exceed six square feet in area and do not in any way advertise a business. This includes, but is not limited to, such signs as those identifying restrooms, telephones, parking areas, entrances, and exits.
- c. *Non-illuminated emblems.* Non-illuminated emblems or insignia of any nation, political subdivision, or nonprofit organization.
- d. *Government signs.* Government signs for control of traffic and other regulatory purposes and including danger signs, railroad crossing signs, and signs of public utilities indicating danger or aids to service or safety which are erected by or on the order of a public officer in the performance of his duty.
- e. *Home occupation signs.* Home occupation signs associated with permitted home occupations as defined in this section.
- f. *House numbers and nameplates.* Property numbers, post box numbers, names of occupants of the premises, or other identification not having commercial connotations.
- g. *Interior signs.* Interior signs located entirely within a building.
- h. *Memorial signs and plaques.* Memorial signs or tablets, plaques, names of buildings, and date of erection, which are cut into masonry surfaces or inlaid so as to be part of a building or when constructed of bronze or other noncombustible material not more than four square feet in area.
- i. *No trespassing or no dumping signs.* No trespassing and no dumping signs not to exceed 1 1/2 square feet in area.
- j. *Public notices.* Public notices posted by public officials or employees in the performance of their duties.
- k. *Public signs.* Public signs required as specifically authorized for a public purpose by any law, statute, or ordinance.
 1. No sign shall be located within 15 feet of the public right-of-way at a street intersection or over the right-of-way.

- l. *Real estate signs.* One real estate sales sign for each street frontage on any lot or parcel, provided that such sign is located entirely within the property to which the sign applies and is not directly illuminated. Such signs are subject to the following regulations:
 - 1. In residential zoning districts, such signs shall not exceed six square feet in area and shall be removed within seven days after the sale, rental, or lease has been accomplished.
 - 2. In all other zoning districts, such signs shall not exceed 32 square feet in area and shall be removed within 15 days after the sale, rental, or lease has been accomplished.
- m. *Temporary window signs.* In commercial and industrial zoning districts, the inside surface of any ground floor window may be used for attachment of temporary signs. The total area of such signs, however, shall not exceed 50 percent of the total window area and shall not be placed on door windows or other windows needed to be clear for pedestrian safety.
- n. *On-premises symbols and insignia.* Religious symbols, commemorative plaques of recognized historic agencies, or identification emblems of religious orders or historic agencies.
- o. *On- and off-premises temporary signs.* Temporary signs not exceeding 32 square feet in area pertaining to fund or pledge drives or events of civic, philanthropic, educational, or religious organizations, provided that such signs are posted not more than 30 days before such event and removed within five days after the event.
- p. *Vehicular signs.* Truck, bus, trailer, or other vehicle signs while operating in the normal use of business, which is not primarily the display of signs.
- q. *Neighborhood identification signs.* In any zone, a sign, masonry wall, landscaping, or other similar material and feature may be combined to form a display for neighborhood or tract identification, provided that the legend of such sign or display shall consist only of the neighborhood or tract name.

2. Signs.

- 1. *Prohibited signs.* The following exterior building signs shall be prohibited within the city:
 - a. Abandoned signs.
 - b. Flashing signs, remnants, banners, streamers, and all other fluttering or spinning signs, except in connection with temporary sales, civic or cultural events, or officially recognized holidays.
 - c. Snipe signs or signs attached to trees, telephone poles, public benches, street lights, or placed on any public property or public right-of-way.

- d. Signs placed on vehicles or trailers which are parked or located for the primary purpose of displaying such sign, excluding allowed portable signs or signs or lettering on buses, taxies, or vehicles operated during the normal course of business.
- e. Signs displaying flashing or intermittent lights customarily associated with danger or emergencies. An illuminated sign or lighting device shall employ only lights of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating, or moving lights or lights creating the illusion of movement. Signs located wholly within a building, public service information signs, and other electronic message or mechanical message centers which are classified as changing signs are permitted and are not subject to this restriction.
- f. Signs which purport to be or are an imitation of or resemble an official traffic sign or signal or which bear words "stop," "caution," "warning" or similar words that are displayed in the colors normally associated with them as official signs are prohibited.

2. *Construction specifications.*

- a. All signs shall be constructed in accordance with the requirements of chapter 14 of this Code and the national electric code, as amended, and the additional construction standards set forth in this section, where applicable.
- b. All ground and roof sign structures shall be self-supporting Structures and permanently attached to sufficient foundations.
- c. Electric service to ground signs shall be concealed.
- d. All signs, except those attached flat against the wall of a building, shall be constructed to withstand wind loads as follows, with correct engineering adjustments for the height of the sign above grade:
 - 1. *For solid signs:* 30 pounds per square foot on any face of the sign or structure.
 - 2. *For skeleton signs:* 30 pounds per square foot of the total face cover of the letters and other sign surfaces or ten pounds per square foot of the gross area of the sign as determined by the overall dimensions of the sign, whichever is greater.
- e. No sign shall be suspended by nonrigid attachments that will allow the sign to swing due to wind action. All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations. All nonpermanent signs shall be braced or secured to prevent motion.
- f. No sign shall be erected, constructed, or maintained so as to obstruct any fire escape, required exit, window, or door opening used as a means of ingress and egress.

- g. No sign shall be attached in any form, shape, or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of the provisions of the city fire prevention code.
 - h. Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead conductors in accordance with the national electrical code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than six inches horizontally or vertically from any conductor or public utility guy wire.
3. *Signs in residential districts.* No sign in a residential district shall exceed eight feet in height or produce artificial light from within.
4. *Signs in commercial districts.*
- a. Temporary window signs advertising a sale or special event at an individual commercial establishment shall be exempt from the sign regulations.
 - b. A detached sign, any part of which is closer than 15 feet to the right-of-way shall have a minimum vertical distance of ten feet between the bottom of the sign and the grade at the right-of-way line or shall not be more than three feet in height above grade.
 - c. Any detached sign or projecting sign within 25 feet of an intersection or 15 feet of a driveway shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of ten feet or shall be not more than three feet in height above grade.
 - d. All other projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of nine feet.
 - e. Canopy, marquee, and awning signs shall be placed at such a height so that the extreme lower edge of such structure is at least seven feet above sidewalk grade and such signs shall not extend more than 72 inches into the public right-of-way. The vertical dimension of a sign, any portion of which is below the lower edge of the canopy or marquee structure, shall not exceed 20 inches.
 - f. Detached signs shall not project more than 72 inches into the public right-of-way, but in no case closer than two feet from the curbline as measured from the property line. The area of a ground sign shall not exceed 150 square feet per side.
5. *Billboard requirements.* Pursuant to chapter 14 of this Code, the following regulations shall be enforced:
- a. No billboards may be erected within a 500-foot radius of another existing billboard.

- b. No billboard may be erected within 200 feet of an existing residential use or within 200 feet of a residential district.
 - c. The maximum size of billboards shall be 300 square feet on each face, except within 100 feet of U.S. 41, where the maximum size shall be 400 square feet on each face.
 - d. Billboards shall be set back from all property lines and existing buildings equal to the height to the top of the billboard.
 - e. Roof-mounted billboards are not permitted.
 - f. Billboards shall only be permitted in the commercial highway, commercial shopping center, industrial, and industrial park districts.
 - g. All billboards which are not in conformance with the above provisions shall be placed in conformance no later than July 9, 1990.
 - h. Exception. Signage permitted under section 17.24(6)(a) of this chapter.
6. *Installation, maintenance, and repair.*
- a. All signs shall be constructed and installed in accordance with the requirements of chapter 14 of this Code and the national electric code. Every sign, including, but not limited to, those signs for which permits are required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting, except when a weathered or natural surface is intended, repainting, cleaning, and other acts required for the maintenance of such signs.
 - b. The building inspector shall require compliance with all standards of this chapter. If the sign is not maintained to comply with safety standards outlined under chapter 14 of this Code, the building inspector shall require its removal in accordance with this section.
7. *Abandoned signs.* Except as otherwise provided in this chapter, any sign that is located on property which becomes vacant and is unoccupied for a period of two months or more or any sign which pertains to a time, event, or purpose which no longer applies shall be deemed to have been abandoned. Permanent signs applicable to a business temporarily suspended because of a change in ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of three months or more. An abandoned sign is prohibited and shall be removed by the owner of the sign or owner of the premises. If the owner fails to remove the sign, the building inspector shall take appropriate legal action to cause the same to be removed.
8. *Defective signs and signs for which no permit has been issued.* The building inspector shall cause to be removed or repaired any sign that is defective or endangers the public safety, such as a dangerous or materially, electrically, or structurally defective sign or a sign for which no permit has been issued.

9. *Notice.* The building inspector shall give the owner of the sign 30 days' written notice to remove any abandoned sign, repair, or remove any defective sign or to remove a sign for which no permit has been issued. The notice shall describe the sign and specify the violation involved. The notice shall be sent by certified mail.

10. *Appeals.*

- a. The owner of the sign may appeal the determination of the building inspector ordering removal or compliance by filing a written notice of appeal under section 17.50 within 30 days after the date of mailing the notice.
- b. For property located within the commercial core district, the owner of the sign may appeal to and be heard before the redevelopment authority.

11. *Removal of signs by the building inspector.*

- a. Notwithstanding the above, in cases of emergency, the building inspector may cause the immediate removal without notice of a dangerous or defective sign or for failure to comply with the written order of removal or repair.
- b. After removal or demolition of the sign, a notice shall be mailed to the owner of the sign stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the building inspector, together with an additional ten percent for inspection and incidental costs.
- c. If the amount specified in the notice is not paid within 30 days of the notice, it shall become an assessment against the property of the sign owner and will be certified as an assessment against the property, together with interest at ten percent per annum, for collection in the same manner as real estate taxes.
- d. The owner of the property upon which the sign is located shall be presumed to be the owner of all signs thereon, unless facts to the contrary are brought to the attention of the building inspector as in the case of a leased sign.
- e. For the purpose of removal, the definition of the term "sign" includes all sign embellishments and structures designed specifically to support the sign.

Overview of existing zoning code with proposed signage changes for 17.20, 17.25 and creating 17.33:

Below is the existing sections of zoning code to be modified, deleted or added to provide additional information on what is being proposed. Text in green is being added, text that is strike through and in red is being removed.

17.03 Definitions

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

A zones means areas shown on the official floodplain zoning map which would be inundated by the base flood or regional flood as defined herein. These areas may be numbered A0, A1 to A30, or A99. A zones may or may not be reflective of flood profiles, depending on the availability of data for a given area.

Accessory use or structure means a use or structure on the same lot with the principal use or structure and of a nature customarily incidental and subordinate to the principal use or structure.

Alteration means a change or rearrangement in the structural parts of a structure, an enlargement of a structure, whether by extending on the side or by increasing the height, or the movement of a structure from one location to another.

Automobile filling stations means buildings and premises where gasoline, oil, grease, batteries, tires, and automobile accessories may be supplied and dispensed at retail and where, in addition, minor repair work may be performed, such as ignition service, tire repair, repair and replacement of minor parts such as pumps and filters, brake service, and the like. The term "filling station" does not include a repair or body shop.

Base flood. See *Flood, regional*.

Base flood elevation. See *Flood, regional elevation*.

Boarding house means an establishment where meals and lodging are provided for compensation by prearrangement other than in dwelling units without limitation on time periods involved and for a total of at least four or more boarders.

Buildable area includes the portion of a lot remaining after the required yards have been provided. Buildings may be placed in any part of the buildable area, but limitations on percent of the lot which may be covered by buildings may require open space within the buildable area.

Building means a structure having one or more stories and a roof which is used or intended to be used for the shelter or enclosure of persons, property, or animals.

Building frontage, for purposes of computation of number and area of signs permitted on buildings, in cases where lineal feet of building frontage is a determinant, the frontage of a building shall be computed as nearly at ground level as computation of horizontal distance permits. In cases where this test is indeterminate or cannot be applied, as, for instance, where there is a diagonal corner entrance, or where two sides of a building have entrances of equal importance and carry approximately equal volumes of pedestrian traffic, the building inspector shall select building frontage on the basis of interior layout of the buildings, traffic on adjacent streets, or other indicators available. See also *Lot frontage*.

Building height means a building's vertical measurement, from the mean level of the finished grade in front of the building to the highest point on the roof line of a flat roof or of a roof having a slope of less than 15 degrees from the horizontal, and to a point midway between the peak and the eaves of a roof having a slope of 15 degrees or more.

Building line means the rear edge of any required front yard or the rear edge of any required setback line.

Bulkhead line means a geographic line along a reach of navigable water that has been adopted by a city ordinance and approved by the department, pursuant to Wis. Stats. § 30.11, and which allows complete filling to the landward side of the line, except where such filling is prohibited by the floodway provisions of this chapter.

Channel means a natural or artificial watercourse with definite bed and banks to confine and conduct normal flow of water.

Children's home. See *Convalescent home*.

Clinic means an establishment where patients, who are not lodged overnight, are admitted for examination and treatment by one person or a group of persons practicing any form of the healing arts, whether such persons are medical doctors, chiropractors, osteopaths, optometrists, dentists, or any such profession, the practice of which is regulated by the state.

Common open space means a parcel of land or an area of water or combination of land and water designated and intended for either the recreational use and enjoyment of residents of the development for which it was established and for the general public, or for the exclusive recreational use and enjoyment of residents of the development from which it was established. No yard required in connection with any principal use or structure shall be designated or intended for use as common open space.

Convalescent home means a place where regular care is provided to three or more infirm persons, children, or aged persons who are not members of the family if care is provided in a private residence. The term "convalescent home" includes institutions, whether operated for profit or not, including places operated by units of government.

Day nursery means a place where day care is provided to four or more children who are not members of the family which resides on the premises, provided that the term "day nursery" does not include public or private schools organized, operated or approved under state law.

Department (DNR) means the state department of natural resources.

Development means any manmade change to improved or unimproved real estate, including, but not limited to, construction of, or additions or substantial improvements to, buildings, other structures or accessory uses, mobile homes, mining, dredging, filling, grading, paving, excavation or drilling operations, and deposition or extraction of materials.

Dog kennel means a place where more than two adult dogs are boarded for a fee on a recurrent basis, or a place where more than three adult dogs are kept for any purpose.

Drive-in restaurant means any establishment dispensing or serving food in automobiles, including those establishments where customers serve themselves and may eat or drink in the building or in their automobiles on the premises.

Dry land access means a vehicular access route which is above the regional flood elevation and which connects land located in the floodplain to land outside the floodplain.

Dwelling, manufactured home, means a structure transportable in one or more sections which, in traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and any plumbing, heating, air conditioning, or electrical systems are included and contained therein.

Dwelling, mobile home, means a building transportable in one or more sections, built on a permanent chassis, with body width exceeding eight feet or body length exceeding 32 feet, designed to be used as a single dwelling with a permanent foundation when connected to the required utilities.

Dwelling, multiple-family, means a building containing three or more dwelling units. The term "multiple-family dwelling" includes cooperative apartments, condominiums, apartments, and the like. Regardless of how rental units are equipped, any multiple-family dwelling in which units are available for rental periods of less than one week shall be considered a hotel.

Dwelling, single-family detached, means a building containing not more than one dwelling unit, entirely separated from structures on adjacent lots. The term "detached dwelling" shall not include mobile homes, travel trailers, or other forms of portable or temporary housing.

Dwelling, two-family, means one building, containing not more than two dwelling units or two buildings, attached at the side, with not more than one dwelling unit per building. The term "two-family dwelling" is intended to imply single-family semi-detached buildings and duplexes or any form which conforms to this definition.

Dwelling unit means a room connected together, constituting a separate, independent housekeeping establishment for one family only, for owner occupancy or rental, lease, or other occupancy on a weekly or longer basis, physically separated from any other rooms or dwelling units and containing independent cooking and sleeping facilities.

Encroachment means any fill, structure, building, accessory use, or development in the floodway.

Encroachment, hydraulic; equal degree of. Any encroachment into the floodway shall be computed by assuming an equal degree of hydraulic encroachment on the other side of a river or stream for a significant hydraulic reach. This computation assures that property owners up, down, or across the river or stream will have the same rights of hydraulic encroachment. Encroachments are analyzed on the basis of the effect upon hydraulic conveyance, not upon the distance the encroachment extends into the floodway.

Erected means anything built, constructed, reconstructed, moved upon, or any physical operation on the premises required for building. Excavation, fill, drainage, demolition of an existing structure and the like shall be considered part of erection.

Family means one or more persons occupying a single dwelling unit, provided that, unless all members are related by blood, marriage, or adoption, no such family shall contain over five

persons, but provided, further, that domestic servants employed on the premises may be housed on the premises without being counted as family.

Flood or flooding means a general and temporary condition of partial or complete inundation of normally dry land areas caused by the overflow of inland waters or the unusual and rapid accumulation or runoff of surface waters from any source.

Flood fringe means that portion of the floodplain between the floodplain limits and the floodway area which is covered by floodwaters during the regional flood. The flood fringe is generally associated with standing water rather than rapidly flowing water.

Flood hazard boundary map means a map prepared by the federal emergency management agency (FEMA), designating approximate flood hazard areas. Flood hazard areas are designated as unnumbered A zones and do not contain floodway lines or regional flood elevations. Such map forms the basis for both the regulatory and insurance aspects of the national flood insurance program.

Flood insurance study means a technical engineering examination, evaluation, and determination of the local flood hazard areas. It provides maps designating those areas affected by the regional flood, provides both flood insurance rate zones and regional flood elevations and may provide floodway lines. The flood hazard areas are designated as numbered and unnumbered A zones. Flood insurance study maps form the basis for both the regulatory and the insurance aspects of the national flood insurance program.

Flood profile means a graph or a longitudinal profile line showing the relationship of the water surface elevation of a flood event to locations of land surface elevations along a stream or river.

Flood protection elevation means an elevation two feet of freeboard above the water surface profile elevation designated for the regional flood.

Flood, regional, means a flood determined to be representative of large floods known to have generally occurred in state and which may be expected to occur on a particular stream because of similar characteristics once every 100 years. This means that in any given year, there is a one percent chance that the regional flood may occur or be exceeded.

Flood, regional elevation, means an elevation equal to that which reflects the height of the regional flood.

Flood storage means those floodplain areas where storage of floodwaters has been taken into account in reducing the regional flood discharge.

Floodplain means land which has been or may be covered by floodwater during the regional flood. The floodplain encompasses both the floodway and flood fringe district.

Floodplain island means a natural geologic land formation within the floodplain that is surrounded, but not covered, by floodwater during the regional flood.

Floodplain, storage capacity of, means the volume of space above an area of floodplain land that can be occupied by floodwater of a given stage at a given time, regardless of whether the water is moving.

Floodproofing means any combination of structural provisions, changes or adjustments to properties and structures, water, and sanitary facilities and contents of buildings subject to flooding for the purpose of reducing or eliminating flood damage.

Floodway means the channel of a stream and those portions of the floodplain adjoining the channel that are required to carry and discharge the floodwaters or flood flows of any river or stream associated with the regional flood.

Floor area means the sum of the gross horizontal areas of the several floors of a building measured from the exterior faces of the exterior walls or from the center line of walls separating two buildings, excluding public corridors, common restrooms, attic areas, unenclosed stairways, elevator structures, heating, or other building machinery equipment or basement space.

Freeboard means a flood protection elevation requirement designed as a safety factor which is usually expressed in terms of a specified number of feet above a calculated flood level. Freeboard compensates for the effects of any factors that contribute to flood heights greater than the height calculated. These factors include, but are not limited to, ice jams, debris accumulation, wave action, obstruction of bridge openings and floodways, the effects of urbanization on the hydrology of the watershed, loss of flood storage areas due to development, and aggradation of the river or stream bed.

Garage, private, means an accessory structure designed or used for inside parking of private passenger vehicles, recreation vehicles, or boats by the occupants of the principal structure.

Habitable building means any building or portion thereof used for human habitation.

Hearing notice means a publication or posting meeting the requirements of Wis. Stats. ch. 985.

Height, building. See *Building height*.

High flood damage potential means damage that could result from flooding that includes any danger to life or health or any significant economic loss to a structure or building and its contents.

Home occupation means an occupation conducted entirely in a dwelling unit, provided that:

1. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants and shall, under no circumstances, change the residential character thereof.
2. No person, other than members of the family residing on the premises, shall be engaged in such occupation.
3. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign, not exceeding two square feet in area, non-illuminated, mounted flat against the wall of the principal structure at a position not more than two feet in distance from the main entrance to the residence.
4. No home occupation shall occupy more than 25 percent of the first floor area of the residence. Home occupations may be conducted within an accessory building or

structure, provided that business is conducted entirely within the confines of such a building or structure and between the hours of 8:00 a.m. to 8:00 p.m.

5. No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood and any need for parking generated by the conduct of such home occupation shall be met off the street and other than in the required front yard.
6. No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In the case of electrical interference, no equipment or process shall be used which creates audible or visual interference in any radio or television receivers off the premises.

Hotel means an establishment where sleeping accommodations are offered to the public and intended primarily for rental to transients with daily charge, as distinguished from multiple-family dwellings and boarding houses, where rentals are for periods of a week or longer and occupancy is generally by residents rather than transients. Hotels may serve meals to both occupants and others. The term "hotel" is also intended to imply motel, motor court, motor lodge, tourist court, or any form which conforms to this definition.

Increase in regional flood height means a calculated upward rise in the regional flood elevation equal to or greater than 0.01 foot, resulting from a comparison of existing conditions and proposed conditions which is directly attributable to development in the floodplain, but not attributable to manipulation of mathematical variables, such as roughness factors, expansion, and contraction coefficients and discharge.

Kindergarten. See *Day nursery*.

Landscaping includes, but is not limited to, grass, ground covers, shrubs, vines, hedges, trees, berms, and complimentary structural landscape architectural features, such as rocks, fountains, sculpture, decorative walls, and tree wells.

Limited access roads means a street or highway to which private drives for vehicular access are prohibited by a governing jurisdiction.

Lot means a parcel of land used or set aside and available for use as the site for one or more buildings and building accessories thereto, or for any other purpose, in one ownership and not divided by a street, or including any land within the limits of a public or private street right-of-way. The term "record lot" means land designated as a distinct and separate parcel on a legally recorded deed or plat in the county clerk's office.

Lot, corner, means a lot located at the intersection of two or more streets. A lot abutting on a curved street shall be considered a corner lot if straight lines drawn from the foremost point of the lot meet at an interior angle of less than 135 degrees.

Lot coverage means the percentage of lot area that is covered or occupied by buildings, including accessory buildings, or the percentage of a lot that may be covered or occupied by buildings, including accessory buildings, under the terms of this chapter.

Lot depth means the distance between the midpoints of straight lines connecting the foremost points of the side lot lines in front and the rearmost points of the side lot lines in the rear.

Lot frontage means the portion nearest the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to a street shall be considered frontage, and yards shall be provided as set out in this chapter. For the purpose of computing number and area of signs, frontage of a lot shall be established by orientation of the frontage of buildings thereon, or of principal entrance points to the premises if building frontage does not clearly indicate lot frontage. If neither of these methods are determinant, the building inspector shall select on the basis of traffic flow on adjacent streets, and the lot shall be considered to front on the street with the greater flow.

Lot, interior, means a lot other than a corner lot with only one frontage on a street.

Lot, reversed frontage, means a lot on which the frontage is at right angles or approximately right angles (interior angle less than 135 degrees) to the general pattern in the area. A reversed frontage lot may also be a corner, interior, or through lot.

Lot, through, means a lot other than a corner lot with frontage on more than one street. Through lots abutting two streets may be referred to as double frontage lots.

Lot types. The diagram which follows illustrates terminology used in these zoning regulations with reference to corner lots, interior lots, reversed frontage lots, and through lots.

Lot width means the distance between each side lot line as measured along the street line or right-of-way line. However, the width of lots facing cul-de-sacs may be reduced to not less than 85 percent of the normal required width.

May. The term "may" is permissive.

Mobile home means a structure transportable in one or more sections, which is built on a permanent chassis and is designed to be used as a dwelling with or without a permanent foundation, when connected to required utilities and includes the plumbing, heating, air conditioning, and electrical systems contained therein. The term "mobile home" does not include recreational vehicles or travel.

Mobile home park means premises where mobile homes are located for nontransient living purposes and where sites or lots are set aside or offered for lease or rent for use by mobile homes for living purposes, including any land, building, structure, or facility used by occupants of mobile homes on such premises.

Mobile home site means a lot or parcel within a mobile home park designated for the accommodation of not more than one mobile home.

Mobile home subdivision means a premises where mobile homes are located for nontransient living purposes and where lots are set aside or offered for sale or use as mobile homes for living purposes, including land, building, structure, or facility used by occupants of mobile homes on such premises.

Municipality or municipal means the city.

NGVD or National Geodetic Vertical Datum means elevations reference to mean sea level datum, 1929 adjustment.

Net acre means the total acreage of a lot, tract, or parcel, excluding land in existing and proposed streets and street rights-of-way.

Net density refers to the number of residential dwelling units permitted per net acre of land and is determined by dividing the number of units by the total area of land within the boundaries of a lot or parcel not including streets or street rights-of-way. In the determination of the number of dwellings to be permitted on a specified parcel of land, a fractional unit shall not entitle the applicant to an additional unit.

Nonconforming structure means an existing lawful structure or building which is not in conformity with the dimensional or structural requirements of this chapter.

Nonconforming use means an existing lawful use or accessory use of a structure or building which is not in conformity with the provisions of this chapter.

Nursing home. See *Convalescent home*.

Obstruction to flow means any development which physically blocks the conveyance of floodwaters such that this development by itself or in conjunction with any future similar development will cause an increase in regional flood height.

Occupied. See *Used*.

Office, business, means an office for such activities as real estate agencies, advertising agencies, but not sign shops, insurance agencies, travel agencies and ticket sales, chamber of commerce, credit bureau, but not a finance company, abstract and title agencies, or insurance companies, stockbrokers, and the like. It is characteristic of a business office that retail or wholesale goods are not shown on the premises to a customer. The term "business office" does not include a barber and beauty shop.

Office, professional, means an office for the use of persons generally classified as professionals, such as architects, engineers, attorneys, accountants, doctors, dentists, veterinarians, psychiatrists, psychologists, and the like. It is characteristic that display advertising is not used and that the use is characterized by offering consultation services.

Official floodplain zoning map means that map, adopted and made part of this chapter, which has been approved by the department and FEMA.

Off-street loading space means any off-street space or berth located on the same site with a building or structure having the principal use of the site and utilized for the temporary parking, less than 24 hours, of commercial vehicles to facilitate the loading and unloading of merchandise and materials.

Off-street parking space means any off-street space or berth available to the general public to patronize businesses and serve nonresidential uses, for employees' on-the-job storage of their vehicles used for access to their jobs and for occupants of dwellings for storage of their personal vehicles.

Open space use means those uses having a relatively low flood damage potential and not involving structures.

Ordinary high watermark means the point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark, such as erosion, destruction, or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristics.

Pari-mutuel racing facility means an entertainment facility containing a racetrack, licensed under Wis. Stats. § 562.05(1), at which pari-mutuel betting is conducted. The term "pari-mutuel racing facility" may include such accessory uses and structures as restaurants and taverns, as well as boarding and veterinary facilities for racing animals.

Person includes a firm, association, organization, trust, partnership, company, or corporation as well as an individual.

Planned unit development means a residential land development comprehensively planned as an entity via a unitary plan which permits flexibility in building siting, mixtures of housing types, usable open spaces, and the preservation of significant natural resources.

Present tense includes the future tense and the singular includes the plural.

Private sewage system means a sewage treatment and disposal system serving a single structure with a septic tank and soil absorption field located on the same parcel as the structure. The term "private sewage system" also means an alternative sewage system approved by the department of industry, labor, and human relations, including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure.

Public utilities means those utilities using underground or overhead transmission lines, such as electric, telephone and telegraph, and distribution and collection systems, such as water sanitary sewer and storm sewer.

Reach, hydraulic, means that portion of the river or stream extending from one significant change in the hydraulic character of the river or stream to the next significant change. These changes are usually associated with breaks in the slope of the water surface profile and may be caused by bridges, dams, expansion and contraction of the water flow, and changes in the stream bed slope or vegetation.

Regional flood. See *Flood, regional*.

Regional flood elevation. See *Flood, regional elevation*.

Salvage or wrecking yards are sites or facilities at which vehicles, appliances, machinery, equipment, electronics, scrap metals, paper, cardboard, plastic or other like salvageable materials are collected, stored, processed, crushed, sorted, separated, dismantled, demolished or otherwise handled, whether such activity is conducted within or without a structure, and whether the same is screened, fenced or done in the open.

Shopping center means a commercial land development consisting of three or more establishments, comprehensively planned as an entity via a unitary plan, under one ownership or unified control or management.

Sign means any structure, part thereof or device attached thereto or painted or represented thereon, which displays or includes any numeral, letter, word, model, banner, emblem, device,

trademark, or other representation used as or in the nature of an announcement, advertisement, direction, or designation of any person or thing in such a manner as to attract attention from outside of the building. ~~The following types of signs are exempted from permit requirements, but must be in conformance with all other requirements in this chapter:~~

- ~~1. *Construction signs.* Two construction signs per construction site not exceeding 100 square feet in area which shall be confined to the site of construction and shall be removed 30 days after completion of construction or prior to occupancy after construction, whichever is sooner.~~
- ~~2. *Directional and instructional signs.* Directional and instructional non-electric signs which provide instruction or direction and are located entirely on a property to which they pertain, do not exceed six square feet in area and do not in any way advertise a business. This includes, but is not limited to, such signs as those identifying restrooms, telephones, parking areas, entrances, and exits.~~
- ~~3. *Non-illuminated emblems.* Non-illuminated emblems or insignia of any nation, political subdivision, or nonprofit organization.~~
- ~~4. *Government signs.* Government signs for control of traffic and other regulatory purposes and including danger signs, railroad crossing signs, and signs of public utilities indicating danger or aids to service or safety which are erected by or on the order of a public officer in the performance of his duty.~~
- ~~5. *Home occupation signs.* Home occupation signs associated with permitted home occupations as defined in this section.~~
- ~~6. *House numbers and nameplates.* Property numbers, post box numbers, names of occupants of the premises, or other identification not having commercial connotations.~~
- ~~7. *Interior signs.* Interior signs located entirely within a building.~~
- ~~8. *Memorial signs and plaques.* Memorial signs or tablets, plaques, names of buildings, and date of erection, which are cut into masonry surfaces or inlaid so as to be part of a building or when constructed of bronze or other noncombustible material not more than four square feet in area.~~
- ~~9. *No trespassing or no dumping signs.* No trespassing and no dumping signs not to exceed 1 1/2 square feet in area.~~
- ~~10. *Public notices.* Public notices posted by public officials or employees in the performance of their duties.~~
- ~~11. *Public signs.* Public signs required as specifically authorized for a public purpose by any law, statute, or ordinance.~~
- ~~12. *Political and campaign signs.* Political and campaign signs on behalf of candidates for public office or measures on election ballots, provided that such signs are subject to the following regulations:~~

- ~~1. Such signs, except billboards, may be erected not earlier than 30 days prior to the primary election and shall be removed within 15 days following such general election.~~
 - ~~2. No sign, except billboards, shall exceed 16 square feet in nonresidential zoning districts and eight square feet in residential zoning districts.~~
 - ~~3. No sign shall be located within 15 feet of the public right-of-way at a street intersection or over the right-of-way.~~
- ~~13. *Real estate signs.* One real estate sales sign for each street frontage on any lot or parcel, provided that such sign is located entirely within the property to which the sign applies and is not directly illuminated. Such signs are subject to the following regulations:~~
- ~~1. In residential zoning districts, such signs shall not exceed six square feet in area and shall be removed within seven days after the sale, rental, or lease has been accomplished.~~
 - ~~2. In all other zoning districts, such signs shall not exceed 32 square feet in area and shall be removed within 15 days after the sale, rental, or lease has been accomplished.~~
- ~~14. *Temporary window signs.* In commercial and industrial zoning districts, the inside surface of any ground floor window may be used for attachment of temporary signs. The total area of such signs, however, shall not exceed 50 percent of the total window area and shall not be placed on door windows or other windows needed to be clear for pedestrian safety.~~
- ~~15. *On-premises symbols and insignia.* Religious symbols, commemorative plaques of recognized historic agencies, or identification emblems of religious orders or historic agencies.~~
- ~~16. *On-and-off-premises temporary signs.* Temporary signs not exceeding 32 square feet in area pertaining to fund or pledge drives or events of civic, philanthropic, educational, or religious organizations, provided that such signs are posted not more than 30 days before such event and removed within five days after the event.~~
- ~~17. *Vehicular signs.* Truck, bus, trailer, or other vehicle signs while operating in the normal use of business, which is not primarily the display of signs.~~
- ~~18. *Neighborhood identification signs.* In any zone, a sign, masonry wall, landscaping, or other similar material and feature may be combined to form a display for neighborhood or tract identification, provided that the legend of such sign or display shall consist only of the neighborhood or tract name.~~

Sign area includes the entire area within the periphery of a regular geometric form or combinations of regular geometric forms, comprising all of the display area of the sign and including all of the elements of the matter displayed, but not including frames or structural elements of the sign bearing no advertising matter. In the case of double face signs, where both faces advertise a single facility, product, or service, only one face shall count toward the total

aggregate area. Where both faces do not advertise a single facility, product, or service, each face shall be measured as surface area.

Sign, number, for the purpose of determining the number of signs, means a single display surface or device containing elements organized, related, and composed to form a unit. In the case of double face signs, where both faces advertise a single facility, product, or service, the total sign shall constitute a single sign. Where both faces do not advertise a single facility, product, or service, each sign face shall constitute a single sign. Where matter is displayed in a random manner without organized relationship of elements, or where there is reasonable doubt about the relationship of elements, each element shall be considered to be a single sign.

Sign, on-site, means a sign relating in its subject matter to the premises on which it is located. Unless provided otherwise, all permitted signs shall be on site.

Sign types.

Abandoned sign means a sign which no longer identifies or advertises a bona fide business, lessee, service, owner, product, or activity or for which no legal owner can be found.

Awning sign means a sign painted on, printed on, or attached flat against the surface of an awning. The term "awning" shall be defined as a shelter projecting from and supported by the exterior wall of a building constructed of non-rigid materials on a supporting framework.

Billboard sign means any wall-mounted or freestanding sign structure advertising an establishment, merchandise, service, or entertainment, which is not sold, produced, manufactured, or furnished at the property on which such sign is located.

Changeable copy sign, automatic, means a sign on which the characters, letters, or illustrations can be changed or rearranged automatically on a lampback or through mechanical means without altering the face or surface of the sign.

Delivery sign means signs identifying the occupant shall be permitted at the rear entrance doors to the premises. Such signs shall be of a nonluminous type, but may be illuminated by a protected, shielded incandescent light directed at the sign. The size of the sign shall not exceed six square feet in area. No other sign shall be permitted on the rear of the building.

Detached sign means a sign not attached to or painted on a building, but which is supported by structures or supports in or upon the ground, fence, or wall and independent of support from any building.

Directory sign means a sign identifying two or more persons, agencies, or establishments located in a place or location common to all.

Facade means the entire building front, including the store front, with an entrance and display windows, the upper facade, usually with regularly spaced windows, and the cornice that caps the building.

Flat sign means a sign attached to and parallel to the face of a building or erected or painted on the outside wall of a building and where support of such sign is provided by the wall. No part of such sign shall extend more than 18 inches from the building.

Ground sign means a sign erected on a freestanding frame, mast, pole, or more than one such mast or pole, not attached to any building.

Home occupation sign means a sign that identifies only the name or occupation of a practitioner or one conducting a permitted home occupation in a dwelling.

Identification sign means a sign whose copy is limited to the name and address of a building, institution, or person or to the activity or occupation being identified.

Illuminated sign means any sign illuminated in any manner by an artificial light source.

Logo means a symbol or trademark commonly used to identify a business or organization, but which in itself contains no word or numeral.

Marquee sign means any sign attached to or supported by a marquee structure. The term "marquee" shall be defined as a permanent roof-like structure or canopy of rigid materials supported by and extending from the facade of a building.

Nonpermanent sign means any sign not permanently affixed to a structure or a self-propelled or towed vehicle or not permanently ground mounted, which is intended to be displayed for a short time on the premises.

Owner means a person recorded as such on official records. For the purpose of this chapter, the owner of property on which the sign is located is presumed to be the owner of the sign, unless facts to the contrary are officially recorded or otherwise brought to the attention of the building inspector.

Projecting sign means a sign, other than a flat sign, which is attached to and projects 18 inches or more from the face of the building wall or other structure not specifically designed to support the sign.

Roof line means the uppermost line of the roof of a building or, in the case of an extended facade, the uppermost height of such facade, excluding any cupolas, pylons, chimneys, or minor projections.

Roof sign means a sign erected upon, against, or above a roof line and extending above the highest point of the roof.

Roof street sign means a sign erected on the roof of a building, no portion of which is above the roof line.

Signable area means one designated area of the facade of the building up to the roof line which is free of windows and doors or major architectural detail on which a sign is to be displayed. The size of the signable area is determined by calculating the number of square feet which are enclosed by an imaginary rectangle or square drawn around the selected area. The term "signable area" shall be limited to that portion of the building below the sill line of the second story, unless the business being signed is located on the second story, in which case the signable area may extend to the sill line of the third story.

Subdivision identification sign means a sign containing the name of the subdivision in which it is located.

Temporary sign means a sign not constructed or intended for long-term use.

Wall sign means a sign attached to or erected against the wall of a building with the face in a parallel place to the plane of the building.

Window sign means any sign installed inside or upon a window, facing the outside, and which is intended to be seen from the exterior.

Storage capacity of a floodplain. See *Floodplain, storage capacity of.*

Story means that portion of a building, other than a basement, that is between the surface of any floor and the surface of the next floor above it, or, if there is not a floor above, then the space between such floor and the ceiling next above it.

Street line means the dividing line between the street and the lot. The term "street line" is the same as the legal right-of-way line.

Structure means any manmade object with form, shape, and utility, either permanently or temporarily attached to, placed upon, or set into the ground, stream bed, or lake bed, which includes, but is not limited to, such objects as roofed and walled buildings, gas, or liquid storage tanks, bridges, dams and culverts.

Structure, accessory. See *Accessory use or structure.*

Substantial improvement means any structural repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50 percent of the present equalized assessed value of the structure, either before the improvement or repair is started or if the structure has been damaged and is being restored, before the damage occurred. Ordinary maintenance repairs are not considered structural repairs, modifications, or additions. Such ordinary maintenance repairs include internal and external painting, decorating, paneling, and the replacement of doors, windows, and other nonstructural components. For purposes of this definition, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term "substantial improvement" does not, however, include either:

1. Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to ensure safe living conditions.
2. Any alteration of a structure or site documented as deserving preservation by the state historical society or listed on the national register of historic places.

Unnecessary hardship means a situation in which circumstance or special conditions affecting a particular property, which were not self-created, have made strict conformity with restrictions governing areas, setbacks, frontage, height, or density unnecessarily burdensome or unreasonable, in light of the purpose of this chapter.

Used means intended, designed, or arranged to be used or occupied.

Utility storage structure means an uninhabited, subordinate structure not attached to the principal structure or the accessory structure, the use of which is incidental to and customary in conjunction with the principal use of the structure, e.g., storage of lawn and garden equipment, etc., to be located in the rear yard of the principal structure.

Variance means an authorization by the board of appeals for the construction or maintenance of a building or structure in a manner which is inconsistent with dimensional standards contained in this chapter.

Water surface profile means a graphical representation showing the elevation of the water surface of a watercourse for each position along a reach of river or stream at a certain flood flow. A water surface profile of the regional flood is used in regulating floodplain areas.

Well. An excavation opening in the ground made by digging, boring, drilling, driving, or other methods for the purpose of obtaining groundwater, regardless of its intended use.

Yard means an open space, other than a court, on a lot, unoccupied and unobstructed from the ground upward; provided, however, that fences, walls, poles, posts, and other customary yard accessory ornaments and furniture may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility.

Yard, front, means a yard extending across the front of a lot between the side lot lines and extending from the street line to the nearest line of the principal structure or projection of the principal structure.

Yard, rear, means a yard extending across the rear of a lot between the side lot lines and extending from the rear property line to the nearest line of the principal structure or projection of the principal structure.

Yard, side, means a yard extending between the nearest building or projection thereto and the side lot line and extending from the front yard to the rear yard.

(Code 2011, § 17.03; Ord. No. 1677, 3-20-2012)

17.20 CCD Commercial Core District

1. *Purpose*. This district is established to provide for a centrally located intensely developed core of commercial activity. It is intended that the physical development of the district be highly concentrated and integrated offering a convenient and attractive shopping environment. It is also intended that, to the maximum extent practicable, various establishments be operated and managed in a coordinated manner. Permitted uses are limited to those which are highly compatible, mutually reinforcing, and conducive to common approaches in operation, area design improvements, traffic and pedestrian circulation, and parking. In addition, buildings and structures are subject to a certificate of appropriateness in section 17.48.
2. *Permitted principal uses and structures*.
 1. Retail outlets for sale of food, home furnishings, appliances, and wearing apparel, including repair strictly incidental to sales, office equipment, hardware, toys, sundries and notions, books and stationery, leather goods and luggage, jewelry, art, camera or photographic supplies, including camera repair, alcoholic beverages for off-premises consumption, sporting goods, hobby and pet shops, delicatessen, bake shop (but not wholesale bakery), musical instruments, florist and gift shops, and similar products.

2. Service establishments such as barber and beauty shops, shoe repair, restaurants, except drive-in restaurants, interior decorator, photographic studios, dance or music studio, tailor or dressmaker, laundry or dry cleaner, radio or television repair, and similar uses.
 3. Banks and other financial institutions, employment offices, business offices, professional offices, and similar establishments.
 4. Dwellings above or behind other principal uses so as to not interrupt business frontage.
 5. High density multifamily dwellings (minimum of 24 units) not exceeding five stories or 75 feet in height.
 6. Municipal parks.
3. *Permitted accessory uses and structures.*
1. Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures which do not involve operations or structures not in keeping with the character of the district; provided, however, that garbage and trash shall be kept in closed containers and that such containers shall not be visible from portions of the premises customarily open to pedestrian or automobile circulation or parking.
 2. Craft production, or small-scale on-site production and/or assembly of arts, crafts, foods, beverages or other type of product involving the use of small-scale equipment and/or hand tools. This use shall be an accessory use to a retail/eating/drinking/tasting component that occupies a minimum of 10 percent of usable space. The retail/eating/drinking/tasting component shall front the street at sidewalk level and shall remain open to the public. All production, processing and distribution activities shall occur within an enclosed building. Craft production includes, but is not limited to ceramic art, glass art, candle-making, custom jewelry manufacture, bakeries, confectionaries, butchers, coffee roasting establishments, food production.
 3. Craft beverage production, including, but not limited to alcoholic beverages such as beer, wine, cider and intoxicating liquor.
 1. Craft brewers shall meet the Wisconsin State Statute §§125.29 criteria for brewers and shall not manufacturing a total of more than 10,000 barrels of fermented malt beverages in a calendar year. Appropriate licensing shall be held to permit on-site tastings and retail purchase of fermented malt beverages.
 2. Craft vintners (includes wine and cider production) shall meet the Wisconsin State Statute §§125.53 criteria for winery permits. Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit.
 3. Craft distillers (producing intoxicating liquor) shall meet the Wisconsin State Statute §§125.52 criteria for manufacturers' and rectifiers' permits.

Appropriate licensing shall be held to permit on-site retail operations under a State-issued winery permit.

4. *Special exception uses and structures.*

1. Clubs and organizations.
2. Printing and publishing establishments.
3. Commercial recreation facilities in completely enclosed buildings, including theaters, arcades, and amusement centers.
4. Hotels.
5. Taverns.
6. Bowling alleys.
7. Automobile sales and service.
8. Automobile filling stations.
9. Mortuaries.

5. *Dimensional requirements.* There are no minimum lot area or width requirements, no yard requirements or maximum height limitations; provided, however, that buildings and structures are subject to a certificate of appropriateness in section 17.48.

6. *Permitted accessory signs.* ~~One exterior sign permitted on each sidewall of a building fronting on a street or public way. On all exterior signs, the name and graphics/logo of the business must occupy at least 60 percent of the sign area. Advertising by material or product manufacturers and suppliers shall not be considered the graphics/logo of the business, except when such manufacturer constitutes the entire official name of the business (i.e., Domino's Pizza or Pizza Hut). No sign or any part of a sign structure shall extend above the roofline of buildings. Signs shall not be permitted on sidewalls, unless fronting on a street or public way and no sign shall be painted directly onto the surface of a building.~~

~~1. *Flat signs.* For each principal structure, flat signs limited in aggregate area to 15 percent of the wall area fronting on a street or public way (total wall area, including the window area). Flat signs are permitted, provided that:~~

- ~~1. Flat signs may not project more than 18 inches beyond the primary surface of the building.~~
- ~~2. Flat signs may be luminous or illuminated by any acceptable method, but no blinking, flashing, or alternating lighting shall be permitted. All lighting and electrical elements, such as wires, conduit, junction boxes, transformers, ballasts, switches, and panel boxes shall be concealed from public view.~~
- ~~3. Flat signs shall be located in the signable area of the building facade. If no signable area can be distinguished in the facade, a suitable signable area shall be determined by the redevelopment authority. If a sign is~~

~~placed between windows, the height of the sign may not exceed more than two-thirds the height of the space.~~

- ~~4. In buildings containing two or more businesses, the signable area may also include an area adjacent to the entrance to be used for a business directory. This sign shall not exceed seven square feet in total area. In addition, in buildings that contain two or more businesses, the owner may divide the signable area for the building occupants. In buildings where the facade is divided by architectural details, each business may be allowed a signable area.~~

~~2. *Projecting signs.* Projecting signs are permitted, provided that:~~

- ~~1. One projecting sign per street front.~~
- ~~2. Size of the sign not to exceed 16 square feet.~~
- ~~3. Projecting signs may be displayed only if a building facade is 20 inches or more in width, unless the sign consists solely of a symbol.~~
- ~~4. Signs shall project no more than five feet from the face of a building.~~
- ~~5. Distance from a projecting sign to a side property line shall not be less than three feet.~~
- ~~6. Projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade of the right-of-way line of nine feet.~~
- ~~7. Projection shall be at 90 degrees to the building face.~~
- ~~8. Both sides of the sign shall be finished.~~
- ~~9. Signs should be a simple, geometric shape, such as a square, rectangle, circle, hexagon, etc., or may be a cutout symbolic or representational shape related to the nature of the business.~~
- ~~10. For one-story structures, projecting signs may extend to the juncture of roof and wall.~~

~~3. *Awnings.* Flameproofed, fabric awnings shall be permitted. The only items of information allowed on an awning shall be the name of the business, graphics/logo, and the street number and the combined area of such signs in excess of 15 square feet must be counted as part of the total area allowed that building for its exterior signs.~~

~~4. *Window signs.* No window sign shall occupy more than 30 percent of the total area of the window in which the sign is located. No window sign shall be affixed to a window surface, except that the name, monogram, logo, address, and telephone number of the person or firm occupying the premises as well as a description of products or services offered may be permanently affixed upon a window. The surface area of such signs is not to be included in the overall computation of allowable signage. The provisions of this subsection shall not restrict the reasonable application upon the glass surface of a door or window of~~

~~lettering or decals giving the address, hours of business, entrance or exit information, professional or security affiliations or memberships, credit cards which are accepted or other similar information, nor shall the surface area of such lettering or decals be included in the overall computation of allowing window signs.~~

- ~~5. *Detached signs.* For every 100 feet of lot frontage, one detached sign limited to 50 square feet in area on each side (limit of two sides and 100 square feet) and 25 feet in height; provided, however, that the building is set back at least 35 feet from the street curb.~~
- ~~6. *Nonpermanent signs.* Nonpermanent signs shall be restricted in use to the display of special limited time promotions, sales, or events and shall be used for the sole purpose of serving as an identification sign. Such signs shall be limited in use on any premises to a period not to exceed 14 consecutive days at a time and not more frequently than four times per calendar year with a minimum of 30 days lapsed between each period of use. A sign permit shall be obtained prior to each time a sign is placed on a premises. The maximum size of such signs shall be 20 square feet on each face, back to back.~~
- ~~7. *Roof street signs.* Roof street signs shall be displayed within the selected signable area. The gross area permitted for the sign may not be more than 40 percent of the signable area. If the sign is enclosed by a box or outline, the total area of the sign, including the background, is counted as the gross area. If the sign consists of individual letters, only the area of the letters is counted as the gross area. In case of multiple occupancies, the signable area may be divided among the occupants.~~

Exterior Signs

Signs are allowed on walls fronting a street/public way. Name and logo must occupy at least 60% of the sign area. No advertising from manufacturers unless it's the business name (e.g., Domino's Pizza). No signs above the roofline or painted directly onto the building surface. Residential use properties in this district must adhere to the residential sign requirements in the matching district, for example a single family home in the Commercial Core District would follow the Residential Single family sign regulations.

- a. Flat Signs:
 1. Area: Limited to 15% of the wall area fronting a street/public way.
 2. Projection: May not project more than 18 inches beyond the building surface.
 3. Lighting: Can be illuminated but no blinking/flashing lights. Electrical elements must be concealed.
 4. Placement: Located in the signable area of the facade. The height between windows must not exceed two-thirds of the space.
 5. Multiple Businesses: Signable area can include a business directory (max 7 sq ft) and be divided among occupants.

b. Projecting Signs

1. Quantity: One per street front.
2. Size: Max 16 sq ft.
3. Projection: No more than 5 feet from the building face. Minimum 3 feet from side property line. Minimum 9 feet above ground.
4. Shape: Simple geometric or symbolic shapes. Both sides must be finished.

c. Awnings

1. Material: Flameproofed fabric.
2. Information: Only name, logo, and street number. Combined area over 15 sq ft counts towards total exterior sign area.

d. Window Signs

1. Area: Max 30% of window area.
2. Content: Name, logo, address, phone number, product/service description. Not included in overall signage computation.
3. Window signs from commercial advertisement are not allowed on residential use windows and second floor apartments.

e. Detached Signs

1. Quantity: One per 100 feet of lot frontage.
2. Size: Max 50 sq ft per side (total 100 sq ft), max 25 feet in height. Building must be set back at least 35 feet from the street curb.

f. Nonpermanent Signs

1. Usage: Limited to special promotions/events. Max 14 consecutive days, up to 4 times per year with 30 days between uses. Max size 20 sq ft per face. Permit required.

g. Roof Street Signs

1. Area: Max 40% of signable area. If enclosed, total area including background counts. If individual letters, only letter area counts.
2. Multiple Occupancies: Signable area can be divided among occupants.

Properties that the lot dimensions meet the requirements of 17.22 may follow the sign requirements of that district by Plan Commission approval of the sign type, size and location for each requested sign not to exceed 300sqft in size per sign.

7. *Off-street parking requirements.*

1. *All permitted principal uses except dwelling units.* Any exterior expansion of a building or construction of a building shall be subject to review by the city plan commission to ensure that adequate off-street parking is available in the area. New construction or expansion creating 750 square feet or more of floor space shall provide specific locations of employee and customer parking and attest to its availability in writing, specifically noting if the parking is private or public and what parking space is available. Lack of parking is grounds for denial of the building permit application. Denials for permits shall be provided in writing, noting the reasons for denial and any supporting documentation of the denial. Appeals from this determination can be submitted to the city common council within 45 days of written notice of the denial. The common council can override the city plan commission's denial by a three-fourths vote of the common council.
2. *Dwelling units.* 1 1/2 parking stalls per dwelling unit. Dwelling units classified as elderly housing through applicable state or federal designations shall have one parking stall per dwelling unit.
3. *Parking surface requirements.* All parking areas shall be surfaced with a durable, dust-proof surface consisting of concrete or bituminous concrete properly sealed and surface treated.
8. *Incompatible use buffer requirements.* All areas wherein parking surfaces or vehicular traffic fall within ten feet of a property line abutting a single-family dwelling or two-family dwelling shall require a fence, hedge, or landscaped buffer, as set forth in section 17.32 Supplementary District Regulations.

(Code 2011, § 17.20; Ord. No. 1761, 10-17-2017; Ord. No. 1770, 1-16-2018)

HISTORY

Repealed & Replaced by Ord. [1844](#) on 10/5/2021

17.25 IND Industrial District

1. *Purpose.* This district is intended to provide for industrial, warehousing and wholesaling, and certain service and commercial activities in areas already established for such uses.
2. *Permitted principal uses and structures.*
 1. Supply establishments, wholesale, warehouse, and building equipment.
 2. Automobile, boat, construction and farm implement sales, service, and repair.
 3. Agricultural related uses, including feedmills and co-ops.
 4. Printing and publishing.
 5. Service establishments catering to commercial and industrial uses, including business machine services, linen supply, freight movers, communication services, canteen services, and uses of a similar nature
 6. Transportation terminals.

7. Light manufacturing uses, including bottling, packaging, laboratories, and uses of a similar nature.
 8. Manufacturing uses, including production, cleaning, processing, testing, and the distribution of materials and goods, except wrecking yards, fertilizer, and chemical manufacture, cement manufacture, explosive storage or manufacture smelting, tanneries and slaughterhouse. All manufacturing subject to the provisions of 17.38.
 9. Municipal parks.
3. *Permitted accessory uses and structures.*
 1. Uses and structures customarily accessory and clearly incidental to permissible principal uses and structures.
 2. Outside storage of equipment and materials shall be located behind the building setback line and screened from view of any public street or residential district boundary by a fence, wall, or shrubs. All outside areas shall be clean and orderly.
 3. Railroad spurs and service rails with side or rear yards only.
 4. *Special exception uses and structures.*
 1. Salvage or wrecking yards.
 5. *Dimensional requirements.* For all permissible principal uses and structures, the following shall apply:
 1. *Minimum dimensions.*
 1. Lot area: 9,000 square feet.
 2. Lot width: 90 feet.
 3. Front yard: 25 feet.
 4. Side yards: 15 feet each; provided, however, that side yards shall be increased one foot in width for every three feet in building height above 35 feet.
 5. Rear yard: 30 feet.
 2. *Railroad right-of-way.* There are no side or rear yard requirements when a railroad right-of-way abuts at the side or rear property line.
 3. *Required side or rear yard adjacent to residential district boundary.* Any required side or rear yard adjacent to a residential district boundary shall be subject to the landscape buffer requirements of section 17.32(10).
 6. *Permitted accessory signs.* For each principal structure, the following shall apply:
 1. *Flat signs.* Flat signs limited in aggregate area to 25 percent of the wall area fronting on a street.

2. *Detached signs.* For every 90 feet of lot frontage, one detached sign limited in area to 200 square feet on each side (limit of two sides and 400 square feet) and 30 feet in height.

Temporary signs. Temporary signs as provided in section 17.16(5)(b). Temporary detached signs are limited in area to 100 square feet on each side, with a limit of two sides and 200 square feet, and limited to 15 consecutive days and 90 total days per calendar year. Such signs shall not contain any flashing lights and shall not be located within 100 feet of any residential district. Longer duration may be approved by the Plan Commission on a case-by-case basis.

3. Signage as provided in section 17.24(6)(a).

7. *Off-street parking requirements.*

1. *Applicable parking requirements as specified in the CH district.* See section 17.22(7).
2. *Manufacturing and service uses.* One per employee on maximum shift.
3. *Other uses.* Sufficient off-street parking such that no public street shall be used for parking.

(Code 2011, § 17.25; Ord. No. 1677, 3-20-2012)

HISTORY

Repealed & Replaced by Ord. [1844](#) on 10/5/2021

17.32 Supplementary District Regulations

1. *General application.* The regulations set forth in this section shall supplement or modify the regulations set forth in other applicable regulations set forth in this chapter.
2. *Lots and yards.*
 - a. *More than one building per lot.* In any district, more than one building housing a principal use may be erected on a single lot, provided that yard and other requirements of these regulations shall be met for each building as though it were on an individual lot.
 - b. *Through lots.* On through lots, the required front yard shall be as provided on each street, except that on through lots fronting limited access roads, the setbacks for fences, hedges, berms, or accessory buildings shall be as if for a rear yard setback in the yard adjacent a limited access road.
 - c. *Development in mapped streets.* Where an official line has been established for the future widening or opening of a street, the depth of a front yard or the width of a side yard shall be measured from such official line to the nearest line of the building.

- d. *Access.* Every building housing a principal use erected or moved shall be on a lot with direct access to a public street and all such buildings shall be so located as to provide safe and convenient access for servicing and off-street parking.
 - e. *Building groups.* In any nonresidential district, a group of buildings separated only by common or party walls shall be considered as one building.
 - f. *Yard encroachments.* Every part of every required yard shall be open and unobstructed from 30 inches above the general ground level of the graded lot upward to the sky except as provided in this chapter or as otherwise permitted in these regulations:
 - 1. Roof eaves may project into a required side yard not more than three feet where the required side yard is eight feet or more in width. Roof eaves may project into a required side yard not more than two feet where the required side yard is less than eight feet.
 - 2. Sills, belt courses, cornices, vertical solar screens, and other ornamental features may project not over one foot into a required yard.
 - 3. Fire escapes, stairways, and balconies, whether unroofed, open and unenclosed, or enclosed, shall not intrude into required yards.
 - 4. Solar collectors which are part of the principal building may extend into a required rear yard for a distance not to exceed ten feet, and solar collectors may extend into a required side yard, provided that they have a minimum seven-foot clearance from grade, and provided, further, that such extension shall be at least five feet distant from the adjacent lot line and shall not extend more than three feet from the building.
 - g. *Corner lots.* On corner lots, the street side yard shall equal the required front yard for lots fronting on that street.
 - h. *Through lot map.* There shall be created and maintained for public review within the department of public works a through lot map that designates all through lots within the corporate limits of the city. The map shall label those roads listed as a limited access road for purposes of issuing building permits.
3. *Accessory uses and structures.*
- a. *Accessory buildings on vacant lots.* In any residential district, no accessory building shall be built on a lot without a principal building.
 - b. *Fences, hedges and retaining walls.*
 - 1. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning: *Hedge* means any combination of two or more vegetative plants that, when mature, provides an opaque visual barrier of 50 percent or more. *Height of fence, hedge, or retaining wall* means the vertical height of a fence, hedge or retaining wall shall be measured from the grade adjacent to the

fence, hedge or foot of a retaining wall. *Permanent fence* means fences intended, designed, and constructed to be in place for longer than six months. *Permanent fence materials*. Permanent fences shall be constructed of naturally decay-resistant or treated wood, galvanized or vinyl-coated chainlink, prefabricated or manufactured vinyl, wrought iron, brick, masonry, concrete, stone or other similar materials as approved by the building inspector. *Prohibited fences*, except as may be permitted in areas zoned IND Industrial, no fence may be constructed with barbed or razor wire or designed to produce an electric shock or in any way designed to create a risk of injury to one crossing the fence. *Retaining wall* means a vertical or nearly vertical wall constructed to prevent lateral movement of soil. *Retaining wall materials* means retaining walls shall be constructed of naturally decay-resistant or treated wood, masonry brick and stone, landscape blocks designed for the purpose or other materials as approved by the building inspector. *Temporary fences* means fences intended, designed, and constructed to be in place for a maximum of six months, as evidenced by no permit being obtained prior to construction. Erosion control fences are an exception. *Temporary fence materials* means materials commonly known as "snow fence," "construction fence," "welded wire," "chicken wire" or other similar materials. Temporary fences may be supported with impact-driven posts.

2. *Permits and fees.*

1. Permits required. All permanent fences and retaining walls, regardless of length or height, shall require a permit to be issued by the building inspector. Hedges are exempt from permits and fees.
2. Permit fees. Permit fees shall be established by common council resolution and fee schedules shall be kept on file in the office of the city clerk.

3. *Temporary fences in residential zoning:*

1. Temporary fences used for the protection of plantings, the control of snow or similar uses shall be permitted in residential zoning, provided that all of the height and location requirements for permanent fences are followed.
2. Temporary fences are required to be removed no later than six months after placement. Temporary fences may not be re-established sooner than six months after removal.
3. Permits are not required for temporary fences.

4. *Permanent fences and hedges in areas zoned residential.*

1. *Fences and hedges in front yard.*

1. Height. Fences and hedges in front yards shall have a maximum vertical height of 42 inches.
2. Visibility. Fences in front yards shall be constructed to provide a minimum of 50 percent through-visibility.
3. Additional requirements. Additional requirements, as required under section 8.11 of this Code, to include streets, alleys, and driveways.

2. *Fences and hedges in side and rear yards.*

1. Fences. Fences in rear and side yards shall have a maximum vertical height of 72 inches.
2. Hedges. Hedges in rear and side yards may be allowed to grow to a natural height.
3. Additional requirements. Additional requirements, as required under section 8.11 of this Code,, to include streets, alleys, and driveways.

3. *Locations of fences and hedges.*

1. *Location of fences.* Fences may be located such that the finished exterior surface is at the property line.
2. *Location of hedges.* Hedges shall be planted such that, when mature, foliage will not extend beyond the property line. This planting requirement shall not subject an owner to city enforcement action for hedges planted prior to the adoption of this revision.
3. *Location of property lines.* It shall be the responsibility of the property owner or permit holder to provide, to the satisfaction of the building inspector, an accurate, on-site representation of the property line. This shall include, but is not limited to:
 1. The physical recovery and exposure of official property stakes or irons and the provision of a string line identifying the property line.
 2. If unable to comply with subsection (3)(b)4.c.iii.A of this section, then, if requested by the building inspector, and at the expense of the owner or permit holder, a survey, signed and sealed by a state-registered land surveyor certifying the location of the finished fence shall be provided to the building inspector.

3. Appearance of fence: fences shall be constructed such that all supporting vertical and horizontal framing members of the fence shall face the interior of the lot on which the fence is erected.
4. Structural integrity: all fences shall be constructed to withstand a wind load of at least 30 pounds per square foot. The construction of any opaque fence that is four feet or more in height shall be properly anchored into a depth of not less than 36 inches below grade.

5. *Retaining walls in residential zoning.*

1. *Height.*

1. *Requirements.* A retaining wall within six feet of a property line shall have a maximum height of 24 inches. An additional wall may be erected, provided that a minimum 24-inch horizontal terrace is established between the lower and upper walls. Retaining walls with a total vertical height of greater than 48 inches shall be permitted only when designed through structural analysis by a registered professional.
2. *Additional requirements.* Additional requirements, as required under section 8.11, to include streets, alleys, and driveways.

2. *Location.* Retaining walls shall be located such that the finished exterior surface is one foot inside of the property line.

3. *Location of property lines.* It shall be the responsibility of the property owner or permit holder to provide, to the satisfaction of the building inspector, an accurate, on-site representation of the property line. This shall include, but is not limited to:

1. The physical recovery and exposure of official property stakes or irons and the provision of a string line identifying the property line.
2. If unable to comply with subsection (3)(b)5.C.a of this section, then, if requested by the building inspector, at the expense of the owner or permit holder, a survey, signed and sealed by a state-registered land surveyor, certifying the location of the finished retaining wall, shall be provided to the building inspector.

6. *Fences, hedges, and retaining walls in commercial, business, and institutional zoning.*

1. *Requirements.* Except as provided in section 17.32(10), landscape buffers, fences, hedges and retaining walls shall comply with the requirements of fences, hedges and retaining walls in residential zoning.
 2. *Special exceptions.* Upon providing evidence of need, the city plan commission may grant a special exception to the requirements of this section.
7. *Fences, hedges, and retaining walls in industrial zoning.* Fences, hedges, and retaining walls in industrial zoning shall comply with the requirements of fences, hedges, and retaining walls in residential zoning with the following exceptions:
1. Fences within industrial zoning shall have a maximum vertical height of eight feet.
 2. In industrial zoning, a barbed wire topper is permitted on a seven-foot high fence, provided that:
 1. The total height of the fence with the topper does not exceed eight feet.
 2. Topper arms that extend out may not extend over the property line.
 3. Except as provided in section 17.32(10), landscape buffers.
 4. Special exceptions: upon providing evidence of need, the city plan commission may grant a special exception to the requirements of this section.
- c. *Accessory parking and storage.*
1. In all residential districts, driveways in the front yard setbacks emplaced to provide access to an open parking area in the side or rear yard or to a garage or carport in the rear yard shall not be wider than 12 feet. In no case shall a driveway, patio, or any concrete or nonpermeable surface be placed within two feet of a property line. Expansions of driveways after construction require a permit from the Building Inspection department. In RSF zoning, maximum driveway width at the curb shall be the width at the right of way plus the flared driving area width as determined by the City Engineer, or designee, in no case shall driveway width curb exceed 37'. Driveway width right of way in RSF zoning shall not exceed the least of the following:
 1. *For Attached and Front Yard Detached Garages:*
 1. 34' maximum
 2. Width of the Outer-most to Inner-most garage door opening plus 4'

3. 40% of the lot frontage
2. *For Rear Yard Garage/Parking (Access from Street):*
 1. 12' maximum
3. *For Rear Year Garage (Access from Alley):*
 1. Width of the garage frontage + 12'
4. *50% of the lot frontage on the alley**Exception:* In all residential districts, driveways in the front yard setbacks emplaced to provide access to a garage or carport attached or adjacent to the front or side of the principal building shall be no more than 12 feet wider than the width of such garage or carport. All driveway expansions in the front or side yard setback shall remain a minimum of two feet off of a property line.
2. Persons who shall store any motor vehicle, vehicular-driven sports vehicle, boat, trailer, utility trailer, vehicular-driven camper, or any like business or recreational vehicle in the required front yard of any residential district, shall store such vehicles on the driveway emplaced to provide access to the garage. Such vehicles may be stored on driveway expansions in the side yard setback that extend beyond the width of the garage provided that the storage is in the side yard only – behind the garage opening, but not in the rear yard behind the garage or house. Any of the vehicles in this subsection parked within the front or side yards on the driveway shall be parked in such a manner as to maintain all wheels and the trailer tongues on the driveway surface.
3. No person shall park or store such units as defined in this subsection or any other equipment on any terrace in the city except for those places where the common council has authorized the removal of a terrace for the purpose of parking.
4. The parking and storage of unregistered or inoperable vehicles shall be as governed under section 10.07.
5. No person shall store in the open more than three full cords of firewood in any residential district. No firewood shall be stored in any front yard or closer than two feet to any residential lot line.
4. *Height exceptions.* The height limitations in sections 17.15, 17.16 and 17.18 through 17.28 do not apply to belfries, cupolas, antennas, water tanks, elevator bulkheads, chimneys, spires, flagpoles, or other appurtenances usually required to be placed above the roof level and not intended for human occupancy.
5. *Corner visibility.* On a corner lot in all zoning districts, no fence, wall, hedge, planting, or structure shall be erected, placed, planted, or allowed to grow in such a manner as to obstruct vision between a height of 2 1/2 feet and ten feet above the centerline grades of the intersecting streets in the area bounded by the street lines of such corner lots and a line joining the points along such street lines 50 feet from the point of intersection.

~~6.—Signs.~~

~~a.—Prohibited signs. The following exterior building signs shall be prohibited within the city:~~

- ~~1.—Abandoned signs.~~
- ~~2.—Flashing signs, remnants, banners, streamers, and all other fluttering or spinning signs, except in connection with temporary sales, civic or cultural events, or officially recognized holidays.~~
- ~~3.—Snipe signs or signs attached to trees, telephone poles, public benches, street lights, or placed on any public property or public right-of-way.~~
- ~~4.—Signs placed on vehicles or trailers which are parked or located for the primary purpose of displaying such sign, excluding allowed portable signs or signs or lettering on buses, taxis, or vehicles operated during the normal course of business.~~
- ~~5.—Signs displaying flashing or intermittent lights customarily associated with danger or emergencies. An illuminated sign or lighting device shall employ only lights of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating, or moving lights or lights creating the illusion of movement. Signs located wholly within a building, public service information signs, and other electronic message or mechanical message centers which are classified as changing signs are permitted and are not subject to this restriction.~~
- ~~6.—Signs which purport to be or are an imitation of or resemble an official traffic sign or signal or which bear words "stop," "caution," "warning" or similar words that are displayed in the colors normally associated with them as official signs are prohibited.~~

~~b.—Construction specifications:~~

- ~~1.—All signs shall be constructed in accordance with the requirements of chapter 14 of this Code and the national electric code, as amended, and the additional construction standards set forth in this section, where applicable.~~
- ~~2.—All ground and roof sign structures shall be self-supporting Structures and permanently attached to sufficient foundations.~~
- ~~3.—Electric service to ground signs shall be concealed.~~
- ~~4.—All signs, except those attached flat against the wall of a building, shall be constructed to withstand wind loads as follows, with correct engineering adjustments for the height of the sign above grade:~~
 - ~~1.—For solid signs: 30 pounds per square foot on any face of the sign or structure.~~

- ~~2. For skeleton signs: 30 pounds per square foot of the total face cover of the letters and other sign surfaces or ten pounds per square foot of the gross area of the sign as determined by the overall dimensions of the sign, whichever is greater.~~
- ~~5. No sign shall be suspended by nonrigid attachments that will allow the sign to swing due to wind action. All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations. All nonpermanent signs shall be braced or secured to prevent motion.~~
- ~~6. No sign shall be erected, constructed, or maintained so as to obstruct any fire escape, required exit, window, or door opening used as a means of ingress and egress.~~
- ~~7. No sign shall be attached in any form, shape, or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of the provisions of the city fire prevention code.~~
- ~~8. Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead conductors in accordance with the national electrical code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than six inches horizontally or vertically from any conductor or public utility guy wire.~~
- ~~c. Signs in residential districts. No sign in a residential district shall exceed eight feet in height or produce artificial light from within.~~
- ~~d. Signs in commercial districts.~~
 - ~~1. Temporary window signs advertising a sale or special event at an individual commercial establishment shall be exempt from the sign regulations.~~
 - ~~2. A detached sign, any part of which is closer than 15 feet to the right-of-way shall have a minimum vertical distance of ten feet between the bottom of the sign and the grade at the right-of-way line or shall not be more than three feet in height above grade.~~
 - ~~3. Any detached sign or projecting sign within 25 feet of an intersection or 15 feet of a driveway shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of ten feet or shall be not more than three feet in height above grade.~~
 - ~~4. All other projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of nine feet.~~
 - ~~5. Canopy, marquee, and awning signs shall be placed at such a height so that the extreme lower edge of such structure is at least seven feet above sidewalk grade and such signs shall not extend more than 72 inches into~~

~~the public right of way. The vertical dimension of a sign, any portion of which is below the lower edge of the canopy or marquee structure, shall not exceed 20 inches.~~

- ~~6. Detached signs shall not project more than 72 inches into the public right of way, but in no case closer than two feet from the curbline as measured from the property line. The area of a ground sign shall not exceed 150 square feet per side.~~

~~e. *Billboard requirements.* Pursuant to chapter 14 of this Code, the following regulations shall be enforced:~~

- ~~1. No billboards may be erected within a 500-foot radius of another existing billboard.~~
- ~~2. No billboard may be erected within 200 feet of an existing residential use or within 200 feet of a residential district.~~
- ~~3. The maximum size of billboards shall be 300 square feet on each face, except within 100 feet of U.S. 41, where the maximum size shall be 400 square feet on each face.~~
- ~~4. Billboards shall be set back from all property lines and existing buildings equal to the height to the top of the billboard.~~
- ~~5. Roof-mounted billboards are not permitted.~~
- ~~6. Billboards shall only be permitted in the commercial highway, commercial shopping center, industrial, and industrial park districts.~~
- ~~7. All billboards which are not in conformance with the above provisions shall be placed in conformance no later than July 9, 1990.~~
- ~~8. Exception. Signage permitted under section 17.24(6)(a) of this chapter.~~

~~f. *Installation, maintenance, and repair.*~~

- ~~1. All signs shall be constructed and installed in accordance with the requirements of chapter 14 of this Code and the national electric code. Every sign, including, but not limited to, those signs for which permits are required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting, except when a weathered or natural surface is intended, repainting, cleaning, and other acts required for the maintenance of such signs.~~
- ~~2. The building inspector shall require compliance with all standards of this chapter. If the sign is not maintained to comply with safety standards outlined under chapter 14 of this Code, the building inspector shall require its removal in accordance with this section.~~

~~g. *Abandoned signs.* Except as otherwise provided in this chapter, any sign that is located on property which becomes vacant and is unoccupied for a period of two months or more or any sign which pertains to a time, event, or purpose which no~~

~~longer applies shall be deemed to have been abandoned. Permanent signs applicable to a business temporarily suspended because of a change in ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of three months or more. An abandoned sign is prohibited and shall be removed by the owner of the sign or owner of the premises. If the owner fails to remove the sign, the building inspector shall take appropriate legal action to cause the same to be removed.~~

- ~~h.—*Defective signs and signs for which no permit has been issued.* The building inspector shall cause to be removed or repaired any sign that is defective or endangers the public safety, such as a dangerous or materially, electrically, or structurally defective sign or a sign for which no permit has been issued.~~
- ~~i.—*Notice.* The building inspector shall give the owner of the sign 30 days' written notice to remove any abandoned sign, repair, or remove any defective sign or to remove a sign for which no permit has been issued. The notice shall describe the sign and specify the violation involved. The notice shall be sent by certified mail.~~

~~j.—*Appeals.*~~

- ~~1. The owner of the sign may appeal the determination of the building inspector ordering removal or compliance by filing a written notice of appeal under section 17.50 within 30 days after the date of mailing the notice.~~
- ~~2. For property located within the commercial core district, the owner of the sign may appeal to and be heard before the redevelopment authority.~~

~~k.—*Removal of signs by the building inspector.*~~

- ~~1. Notwithstanding the above, in cases of emergency, the building inspector may cause the immediate removal without notice of a dangerous or defective sign or for failure to comply with the written order of removal or repair.~~
- ~~2. After removal or demolition of the sign, a notice shall be mailed to the owner of the sign stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the building inspector, together with an additional ten percent for inspection and incidental costs.~~
- ~~3. If the amount specified in the notice is not paid within 30 days of the notice, it shall become an assessment against the property of the sign owner and will be certified as an assessment against the property, together with interest at ten percent per annum, for collection in the same manner as real estate taxes.~~
- ~~4. The owner of the property upon which the sign is located shall be presumed to be the owner of all signs thereon, unless facts to the contrary are brought to the attention of the building inspector as in the case of a leased sign.~~

~~5. For the purpose of removal, the definition of the term "sign" includes all sign embellishments and structures designed specifically to support the sign.~~

7. *Off-street parking.*

- a. *Requirements not specified.* Parking requirements for a use not specified shall be the same as required for a use of similar nature or sufficient off-street parking shall be provided such that no public street shall be used for parking.
- b. *Fractional spaces.* Where computation of the required parking spaces results in a fractional number, only the fraction of two or larger shall be counted as one.
- c. *Changes in buildings or use.* Whenever a building or use is changed, structurally altered, or enlarged to create a need for an increase of 25 percent or more in the number of existing parking spaces, such spaces shall be provided on the basis of the enlargement or change. Whenever a building or use is enlarged to the extent of 50 percent or more in the floor area, such building or use shall then comply with the parking requirements set forth in the district in which it is located.
- d. *Mixed uses.* In the case of mixed uses, the parking spaces required shall equal the sum of the requirements of the uses computed separately.
- e. *Joint use.* Two or more uses may provide required off-street parking spaces in a common parking facility less than the sum of the spaces required for each use individually, provided such uses are not operated during the same hours. A written agreement satisfactory to the city attorney shall accompany any joint use arrangement.
- f. *Off-lot parking.* Required off-street parking spaces shall be located on the same lot with the principal use, or when this requirement cannot be met such parking spaces may be located off lot, provided the parking spaces are located in the same district. Off-lot parking spaces shall also be held in fee simple ownership by the owner of the use requiring such parking or be leased or rented through a written agreement satisfactory to the city attorney. Off-lot parking spaces for residential uses shall be within 200 feet of the principal entrance or the entrance for the individual occupants for whom the spaces are reserved while the farthest portions of a parking lot for all other uses shall be within 300 feet of the entrance of the establishment.
- g. *Off-street parking; measurement.* Floor space or area shall mean the gross floor area inside exterior walls, where floor space is indicated in section 17.15, 17.16, and 17.18 through 17.28 as a basis for determining the amount of off-street parking required.
- h. *Design standards.*
 - 1. Each required off-street parking space shall have a stall width of at least nine feet and a stall length of at least 18 feet.
 - 2. Minimum width of aisles providing access to stalls for one-way traffic shall be as follows:

1. 11 feet for 30-degree parking.
 2. 20 feet for 90-degree parking.
 3. Minimum width of aisles providing access to stalls for two-way traffic shall be 24 feet.
 4. No parking area of more than two spaces shall be designed as to require any vehicle to back into a public street.
 5. Any parking area of more than five spaces shall be sufficiently screened in the form of a solid fence or shrubbery to protect adjacent residential uses.
 6. Large expanses of unchanneled parking areas shall be avoided by interior landscaping and safety islands.
 7. All parking areas shall be surfaced with a durable, dustproof surface consisting of concrete or bituminous concrete or of compacted gravel or crushed stone properly sealed and surface treated.
8. *Off-street loading.*
- a. *Loading space requirements.* The loading space requirements specified in the following table shall apply to all districts.

Use	Floor Area (square feet)	Loading Spaces
Retail, wholesale, warehouse, service, manufacturing, and industrial establishments	2,000–10,000	1
	10,000–20,000	2
	20,000–40,000	3
	40,000–60,000	4
	Each additional 50,000	1
Hotels, offices, hospitals, places of public assembly	5,000–10,000	1
	10,000–50,000	2
	50,000–100,000	3
	Each additional 25,000	1
Funeral homes	2,500–4,000	1
	4,000–6,000	2
	Each additional 10,000	1

- b. *Multiple or mixed uses.* Where a building is devoted to more than one use or for different uses, and where the floor area for each use is below the minimum required for a loading space but the aggregate floor area of such uses is above such a minimum, then off-street loading space shall be provided as if the entire building were devoted to that use in the building for which the most loading spaces are required.

- c. *Location.* Required off-street loading spaces shall be located on the same lot with the principal use requiring such space. No loading space shall be located within 30 feet of the nearest point of intersection of two streets or require any vehicle to back into a public street.
- d. *Design standards.* Each off-street loading space shall have a width of at least 12 feet, a length of at least 45 feet and a vertical clearance of at least 14 feet. Dimensions for loading spaces in connection with funeral homes shall be reduced to ten feet in width, 25 feet in length, and eight feet in vertical clearance. Every loading space shall be sufficiently screened in the form of a solid fence or shrubbery to protect neighboring residences.

9. *Common open space.*

- a. *Nature.* Common open space shall not include street right-of-ways, driveways, parking areas, or yards required in connection with any building.
- b. *Buildings and structures.* Common open space areas may contain complementary buildings and structures appropriate for the recreational use and enjoyment of the residents of the development for which it was established.
- c. *Dedication.* When common open space or any portion thereof is approved for dedication, and complementary improvements are completed and accepted, a deed shall be conveyed to the city and the supervision and maintenance shall be the responsibility of the city.
- d. *Reservation.* When common open space or any portion thereof is to be reserved for the exclusive use and enjoyment of the residents of the development from which it was established, the developer shall establish conditions as to the ownership, maintenance, and use of such areas as deemed necessary by the city to ensure preservation of its intended purposes. Land designated as common open space shall be restricted by appropriate legal instrument satisfactory to the city attorney as open space perpetually or for a period of not less than 99 years. Such instrument shall be binding upon the developer, his successors, and assigns and shall constitute a covenant running with the land and be in recordable form.
- e. *Maintenance.* If common open space is improperly maintained, the city may serve written notice upon any property owner or association setting forth the manner in which such property owner or association has failed to maintain the common open space and demanding that maintenance deficiencies be corrected within 30 days. If maintenance deficiencies, as originally set forth or subsequently modified, are not corrected within 30 days, the city may enter upon such common open space and correct maintenance deficiencies. The cost of such maintenance shall be assessed ratable against the properties within the development that have the right to use the area and shall become a tax lien on such properties. The city, at the time of entry, shall file notice of any liens in the office of the city treasurer.

10. *Site plans.*

- a. *Applicability and procedures.* Where, by the terms of this chapter, a site plan is required prior to the issuance of a building permit, such site plan shall be submitted to the building inspector. The building inspector shall forward such site plan to the plan commission for their recommendation. No public notice and hearing is required for site plan consideration by the plan commission, but such matters shall be handled in a public session, as part of previously prepared agenda. All matters relating to plan commission consideration of site plans shall be a public record and approval shall require formal action of the plan commission. The site plan shall be submitted to the plan commission not less than 15 days prior to the public meeting of the plan commission at which approval is to be considered.
- b. *Contents.* A site plan required to be submitted by the requirements of this chapter shall include the following elements, where applicable:
 1. Statements of ownership and control of the proposed development.
 2. Statement describing in detail the character and intended use of the development.
 3. A site plan containing the title of the project and the names of the project planner and developer, date, and north arrow, and based on an exact survey of the property drawn to a scale of sufficient size to show:
 1. Boundaries of the project, any existing streets, buildings, water courses, easements, and section lines.
 2. Exact location of all buildings and structures.
 3. Access and traffic flow and how vehicular traffic will be separated from pedestrian and other types of traffic.
 4. Off-street parking and off-street loading areas.
 5. Recreation facilities, locations.
 6. All screening and buffers.
 7. Refuse collection areas.
 8. Access to utilities and points of utility hookups.
 4. Tabulations of total gross acreage in the project and the percentages thereof proposed to be devoted to:
 1. The various permitted uses.
 2. Ground coverage by structures.
 3. Impervious surface coverage.
 5. Tabulations showing:

1. The derivation of numbers of off-street parking and loading spaces shown in subsection (11)(b)4 of this section.
2. Total project density in dwelling units per net acre.
6. Architectural definitions for buildings in the development; exact number of dwelling units, sizes, and types, together with typical floor plans of each type.
7. Storm drainage and sanitary sewage plans.
8. If common facilities, such as recreation areas or structures, common open space, etc., are to be provided for the development, statements as to how such common facilities are to be provided and permanently maintained. Such statements may take the form of proposed deed restrictions, deeds of trust, homeowners' associations, surety arrangements, or other legal instruments providing adequate guarantee to the city that such common facilities will not become a future liability for the city.
9. Plans for signs, if any.
10. Landscaping plan, including types, sizes, and locations of vegetation and decorative shrubbery, and showing provisions for maintenance.
11. In the industrial districts, plans for the exterior walls of all buildings, lighting, outside storage, and industrial processes and materials pertinent to conformance with the industrial performance standards in this section.
12. Such additional data, maps, plans, or statements as may be required for the particular use or activity involved or as the applicant may believe is pertinent.

11. Placement of structures.

- a. No dwelling shall be erected, placed, or built within any district unless the structure has a minimum width of 22 feet for at least 70 percent of the structure's length and has a perimeter frost barrier footing.
- b. No dwelling built prior to June 15, 1976, shall be relocated to any residential lot within the city except to an approved mobile home lot. Dwellings built after June 15, 1976, must have proof of compliance with applicable department of housing and urban development (HUD) codes and bear the HUD seal of compliance in order to be eligible for a moving permit. Proof of compliance must be provided by the applicant to the city plan commission along with a site plan for commission concurrence prior to the issuance of a moving permit.
- c. No nondwelling structure exceeding 170 square feet in ground area, which has its place of origin off premises, shall be relocated onto any residentially zoned lot, unless the structure complies with current city building regulations and that a bond or irrevocable cashier's check be received by the city for 100 percent of the market replacement value of the structure. The bond or cashier's check shall be

returned upon final inspection of the structure finding compliance with all applicable building codes and zoning ordinances. If 60 days after issuance of a permit for the moving of the structure, the structure fails to comply with the building codes and zoning ordinances, then in addition to any compliance action taken by the building inspector, the bond or cashier's check shall be retained and may be applied to the costs of effecting compliance and to any forfeiture, court costs, and cost of prosecution imposed by the court.

12. *Telecommunications antennas and towers.*

- a. *Purpose.* The purpose of this subsection is to establish general guidelines for the siting of towers and antennas. The goals of this subsection are to:
 1. Encourage the location of towers in nonresidential areas and minimize the total number of towers throughout the community;
 2. Strongly encourage the joint use of new and existing tower sites;
 3. Encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal;
 4. Minimize the adverse visual impact of the towers and antennas;
 5. Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively and efficiently; and
 6. Protect the public health, safety and general welfare of the city.
- b. *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning: *Antennas* means any exterior apparatus designed for telecommunications, radio or pager services through the sending or receiving of electromagnetic waves, digital signals, radio frequencies, wireless telecommunication signals, including, but not limited to, directional antennas, such as panels, microwaves and satellite dishes, and omni-directional antennas, such as whip antennas. *Antenna support structures* means any building, pole, telescoping mast, tower, tripod or any other structure which supports an antenna. *Co-location* means the location of multiple antennas of more than one commercial wireless communication service provider or governmental entity on a single tower or alternative tower structure. *FAA* means the Federal Aviation Administration. *FCC* means the Federal Communications Commission. *Height* refers to the distance measured from ground level to the highest point on the tower or other structure, even if the highest point is an antenna. *Personal communication services (PCS)* means a provider of personal wireless service facilities as defined by federal law. *Personal wireless facilities* means transmitters, antenna structures, and other types of installations used to provide personal wireless services. *Pre-existing towers and antennas* means any legally placed tower or antenna permitted prior to the effective date of the ordinance from which this section is derived that shall not be required to meet the requirements of this section other than applicable federal or state requirements

or city building codes. *Tower* means any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers or monopole towers. The term "tower" includes personal communication service towers, radio and television transmission towers, microwave towers, common carrier towers, cellular telephone towers, alternative tower structures and the like. The term "guy towers" are towers supported externally by a set or series of wires from the tower to the ground. *Tower site* means the area encompassing a tower and all supporting equipment, structures paved or graveled areas, fencing and other items used in connection with the tower. *Wireless telecommunications services* means licensed commercial wireless telecommunication services, including cellular, personal communication services (PCS), specialized mobilized radio (SMR), enhances specialized mobilized radio (ESMR), paging and similar services that are marketed to the general public.

- c. *Special exception required.* A special exception permit in accordance with section 17.47 shall be required for the locating and construction of a new tower or for the co-location of an antenna on an existing tower not previously granted a special exception.
 - 1. No special exception shall be granted for the placement of a tower in any residential zone or area zoned conservancy.
 - 2. Antennas not exceeding 30 feet in antenna height may be placed on existing structures that have an existing height greater than 45 feet, irrespective of the zoning district.
 - 3. No special exception for a tower site exceeding 30 feet in height shall be granted within 2,500 feet of an existing tower site whether the existing site is within or without the city.
 - 4. If a special exception permit is granted, the city council may impose conditions to the extent the city council concludes such conditions are necessary to minimize any adverse effect of the proposed tower on adjoining properties.
 - 5. Any information of an engineering nature required by the special exception that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer.
 - 6. Private HAM radio operators and citizen band radio operators, along with their associated towers and apparatus, licensed under applicable FCC regulations, shall be exempt from the provisions of this section, provided that the facilities are situated on the same lot as the transmitter/receiver set.
- d. *Information required.* Each applicant requesting a special exception permit under this section shall submit a scaled site plan and a scaled elevation view and other supporting drawings, calculations, and other documentation, signed and sealed by appropriate licensed professionals, showing the location and dimensions of all

improvements, including information concerning topography, frequency coverage, tower height requirements, setbacks, drives, parking, fencing, landscaping, adjacent uses, and other information deemed by the city council to be necessary to assess compliance with this section, including, but not limited to, the provision of co-location per subsection 17.32(12)(f).

- e. *Considered in granting special exception permits.* The city council shall consider the following factors in determining whether to issue a special exception permit, although the city council may waive or reduce the burden on the applicant of one or more of these criteria if the city council concludes that the goals of this section are better served thereby:
 1. Height of the proposed tower.
 2. Capacity of the tower structure for additional antenna equipment to accommodate expansion, or to allow for co-location of another provider's equipment.
 3. Proximity of the tower to residential structures and residential district boundaries.
 4. Nature of uses on adjacent and nearby properties.
 5. Surrounding topography.
 6. Surrounding tree coverage and foliage.
 7. Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness.
 8. Proposed ingress and egress to the tower site.
 9. Availability of suitable existing towers and other structures as discussed in section 17.32(13)(f).
 10. Compliance with current FAA and FCC regulations so as to, in part, minimize the possibility of interference with locally received transmissions.
- f. *Co-location.*
 1. Any proposed telecommunication tower and tower site shall be designed, structurally, electrically, and in all other respects to accommodate co-location of both the applicant's antennas and comparable antennas for at least two additional users. Towers and tower sites shall be designed to allow for future rearrangement of antennas upon the tower, to accept antennas mounted at varying heights, and to accommodate supporting buildings and equipment. The holder of a permit for a tower shall allow co-location for at least two additional users and shall not make access to the tower and tower site for the additional users economically unfeasible. If additional users demonstrate (through independent arbitration or other pertinent means) that the holder of a tower permit has made access to

such tower and tower site economically unfeasible, the original permit on the tower site shall become null and void.

2. No new tower shall be permitted unless the applicant demonstrates, to the reasonable satisfaction of the city council, that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following:
 1. No existing towers or structures are located within the geographic area required to meet the applicant's engineering requirements.
 2. Existing towers or structures are not of sufficient height to meet the applicant's engineering requirements.
 3. Existing towers or structures do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.
 4. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.
 5. The applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.
 6. The fees, costs or contractual provisions required by the owner to share an existing tower or structure or to adapt an existing tower.
- g. *Setbacks and separation.* The following setbacks and separation requirements shall apply to all towers and antennas for which a special exception permit is required; provided, however, that the city council may reduce the standard setbacks and separation requirements if the goals of this subsection would be better served thereby.
 1. Towers must be set back a distance equal to the height of the tower from any off-site residential structure.
 2. Towers, guys, and accessory facilities must satisfy the minimum zoning district setback requirements.
- h. *Landscaping.* The following requirements shall govern the landscaping surrounding towers for which a special exception permit is required; provided however, that the city council may waive such requirements if the goals of this subsection would be better served thereby.
 1. Tower sites shall be landscaped with a mixture of deciduous and evergreen trees and shrubs that effectively screens the view of the tower compound from adjacent residential property. The standard buffer shall

consist of a landscaped strip at least four feet wide outside the perimeter of the compound.

2. In locations where the visual impact of the tower would be minimal, the landscaping requirement may be reduced or waived altogether.
 3. Existing mature trees growth and natural land forms on the site shall be preserved to the maximum extent possible. In some cases, such towers sited on large wooded lots, natural growth around the property perimeter may be a sufficient buffer.
- i. *Removal of abandoned antennas and towers.* Any antenna or tower that is not operated for a continuous period of six months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the city council notifying the owner of such abandonment. If such antenna or tower is not removed within the 90 days, the city council may remove such antenna or tower at the owner's expense. If there are two or more users of a single tower, then this section shall not become effective until all users cease using the tower.
- j. *Applicability.*
1. *District height limitation.* The requirements set forth in this subsection shall govern the location of towers that exceed, and antennas that are installed, at a height in excess of the height limitations specified for each zoning district. The height limitations applicable to buildings and structures shall not apply to towers and antennas, however, in no case shall any tower, excluding antennas, exceed a height of 220 feet.
 2. *Inventory of existing sites.* Each applicant for an antenna and or tower shall provide to the planning department an inventory of all existing towers that are within a five-mile radius of the proposed site, on which the company is also located, leased or owned, including specific information about the location, height and design of each tower that applies. The city plan department may share such information with other applicants applying for special exception permits under this article or other organizations seeking to locate antennas within the jurisdiction of the city council; provided, however, that the planning and zoning department is not, by sharing such information, in any way representing or warranting that such sites are available or suitable.

13. *Small wind energy system ordinance.*

- a. *Authority.* This section is adopted pursuant to authority granted by Wis. Stats. §§ 62.23(7) and 66.0401.
- b. *Purpose.* The purpose of this section is to:
 1. Oversee the permitting of small wind energy systems.

2. Preserve and protect public health and safety without significantly increasing the cost or decreasing the efficiency of a small wind energy system (per Wis. Stats. § 66.0401).
- c. *Definitions.* The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: *Administrator* means the city building inspector. *Common council* means the city common council. *Meteorological tower (met tower)* is defined to include the tower, base plate, anchors, guy cables and hardware, anemometers (wind speed indicators), wind direction vanes, booms to hold equipment, anemometers and vanes, data logger, instrument wiring, and any telemetry devices that are used to monitor or transmit wind speed and wind flow characteristics over a period of time for either instantaneous wind information or to characterize the wind resource at a given location. *Owner* means the individual or entity that intends to own and operate the small wind energy system in accordance with this section. *Rotor diameter* means the cross-sectional dimension of the circle swept by the rotating blades. *Small wind energy system* means a wind energy system that: (1) Is used to generate electricity; (2) Has a nameplate capacity of 100 kilowatts or less; and (3) Has a total height of 170 feet or less. Total height means the vertical distance from ground level to the tip of a wind generator blade when the tip is at its highest point. *Tower* means the monopole, freestanding, or guyed structure that supports a wind generator. *Wind energy system* means the equipment that converts and then stores or transfers energy from the wind into usable forms of energy, as defined by Wis. Stats. § 66.0403(1)(m). This equipment includes any base, blade, foundation, generator, nacelle, rotor, tower, transformer, vane, wire, inverter, batteries, or other component used in the system. *Wind generator* means blades and associated mechanical and electrical conversion components mounted on top of the tower.
- d. *Standards.* A small wind energy system shall be a conditionally permitted use in all zoning districts subject to the following requirements:
1. *Setbacks.* A wind tower for a small wind energy system shall be set back a distance equal to its total height from:
 1. Any public road right-of-way, unless permission is granted by the governmental entity with jurisdiction over the road. Such permission shall be in a form acceptable for recording in the county register of deeds office for the parcel on which the tower is located.
 2. Any overhead utility lines, unless permission is granted by the affected utility, such permission shall be in a form acceptable for recording in the county register of deeds office for the parcel on which the tower is located.
 3. All property lines, unless permission is granted from the affected landowner or neighbor, such permission shall be in a form acceptable for recording in the county register of deeds office for

both the parcel on which the tower is located and the affected parcel.

2. *Access.*

1. All ground-mounted electrical and control equipment shall be labeled and secured to prevent unauthorized access.
2. The tower shall be designed and installed so as to not provide step bolts or a ladder readily accessible to the public for a minimum height of eight feet above the ground.
3. *Electrical wires.* All electrical wires associated with a small wind energy system, other than wires necessary to connect the wind generator to the tower wiring, the tower wiring to the disconnect junction box, and the grounding wires shall be located underground.
4. *Lighting.* A wind tower and generator shall not be artificially lighted unless such lighting is required by the Federal Aviation Administration.
5. *Appearance, color, and finish.* The wind generator and tower shall remain painted or finished the color or finish that was originally applied by the manufacturer, unless otherwise approved in the building permit.
6. *Signs.* All signs, other than the manufacturer's or installer's identification, appropriate warning signs, or owner identification on a wind generator, tower, building, or other structure associated with a small wind energy system visible from any public road shall be prohibited.
7. *Code compliance.* A small wind energy system, including tower, shall comply with all applicable state construction and electrical codes, and the National Electrical Code.
8. *Utility notification and interconnection.* Small wind energy systems that connect to the electric utility shall comply with the public service commission of Wis. Admin. Code ch. PSC 119, "rules for interconnecting distributed generation facilities."
9. *Met towers.* Met towers shall be permitted under the same standards, permit requirements, restoration requirements, and permit procedures as a small wind energy system.

e. *Permit requirements.*

1. *Building permit.* A building permit shall be required for the installation of a small wind energy system.
2. *Documents.* The building permit application shall be accompanied by a lot plan which includes the following:
 1. Property lines and physical dimensions of the property.

2. Location, dimensions, and types of existing major structures on the property.
 3. Location of the proposed wind system tower.
 4. The right-of-way of any public road that is contiguous with the property.
 5. Any overhead utility lines.
 6. Wind system specifications, including manufacturer and model, rotor diameter, tower height, tower type (freestanding or guyed).
 7. Tower foundation blueprints or drawings stamped by a design professional.
 8. Tower blueprint or drawing stamped by a design professional.
 9. The property lines and dimensions, with the names and addresses of the owners, of any properties proposed to be restricted from activities interfering with the system.
3. *Fees.* The same fee required for a building permit for a permitted accessory use must accompany the application for a building permit for a small wind energy system.
 4. *Expiration.* A permit issued pursuant to this section shall expire if the small wind energy system is not installed and functioning within two years from the date the permit is issued.

f. *Abandonment.*

1. A small wind energy system that is out-of-service for a continuous two-year period, excluding time spent on repairs or improvements, will be deemed abandoned. The administrator may issue a notice of abandonment to the owner of a small wind energy system that is deemed abandoned. The owner shall have the right to respond to the notice of abandonment within 30 days from the notice receipt date. The administrator shall withdraw the notice of abandonment and notify the owner that the notice has been withdrawn if the owner provides information that demonstrates the small wind energy system has not been abandoned.
2. If it is determined the small wind energy system is abandoned, the owner of same shall remove the wind generator from the tower at the owner's sole expense within three months of receipt of notice of abandonment. If the owner fails to remove the wind generator from the tower, the administrator may pursue a legal action to have the wind generator removed at the owner's expense and such expense shall be entered as a special charge on the tax roll.

g. *Building permit procedure.*

1. An owner shall submit an application to the administrator for a building permit for a small wind energy system. The application must be on a form approved by the administrator and must be accompanied by two copies of the lot plan identified above.
 2. Within 30 days of receipt of an application, the administrator shall determine whether the application is satisfactorily completed and, if no other properties are to be restricted by the permit, place the application on the agenda before the city plan commission. If the application identifies other properties to be restricted by the permit, the applicant shall provide notice to the owners of those properties personally or by certified mail; and provide receipts for the delivery of such notice to the administrator. The administrator shall provide the notice form. The hearing before the city plan commission shall, in such cases, be scheduled in compliance with the timelines of Wis. Stats. § 66.0403(3) and (4). The plan commission shall approve or deny the application based on the criteria as provided within this Code.
 3. If the application is approved, the administrator will return one signed copy of the application with the permit and retain the other copy with the application.
 4. If the application is rejected, the administrator will notify the applicant in writing and provide a written statement of the reason why the application was rejected. The applicant may appeal the administrator's decision pursuant to Wis. Stats. ch. 68. The applicant may re-apply if the deficiencies specified by the administrator are resolved.
 5. The owner shall conspicuously post the building permit on the premises so as to be visible to the public at all times until construction or installation of the small wind energy system is complete.
- h. *Violations.* It is unlawful for any person to construct, install, or operate a small wind energy system that is not in compliance with the ordinance from which this section is derived or with any condition contained in a building permit issued pursuant to this section. Small wind energy systems installed and operated prior to the adoption of this section are exempt.
- i. *Administration and enforcement.*
1. The administrator or other designated official shall administer this section.
 2. The administrator may enter any property for which a building permit has been issued under this section to conduct an inspection to determine whether the conditions stated in the permit have been met.
 3. The administrator may issue orders to abate any violation of this section.
 4. The administrator may issue a citation for any violation of this section.
 5. The administrator may refer any violation of this section to legal counsel for enforcement.

j. *Penalties.*

1. Any person who fails to comply with any provision of this section or a building permit issued pursuant to this ordinance shall be subject to enforcement and penalties as provided in section 17.56.
2. Nothing in this section shall be construed to prevent the common council from using any other lawful means to enforce this section.

14. *Portable storage units (containers).*

- a. For the purpose of this section, the term “portable storage unit” shall mean any portable enclosed unit of whatever type construction or material, designed for permanent or temporary storage, which can be transported by vehicle and left on-site as determined by City Staff.
- b. In Residential Single Family (RSF), Residential Two Family (RTF), when incidental to a residential dwelling:
 1. One portable storage unit shall be the maximum number allowed on a lot for no more than 30 consecutive days and no more than 60 total days per calendar year.
 2. The portable storage unit shall be placed on an impervious surface.
 3. The portable storage unit shall not be located within 3 feet of a property line.
 4. The portable storage unit shall not be located within the vision corner.
 5. Portable storage units shall not be used for the purposes of a garage or shed.
- c. All other zoning districts. When incidental to a permitted principal use:
 1. A temporary use permit is required pursuant to this section.
 2. No more than three temporary use permits per business shall be issued per calendar year.
 3. Two portable storage units shall be the maximum allowed per temporary use permit.
 4. The maximum time limit per temporary use permit shall be 30 days, unless the plan commission approves a longer duration.
 5. Portable storage units shall be placed on an impervious surface.
 6. Portable storage units may be placed on a lot within a designated loading space.
 7. The portable storage unit shall not be located within the required front setback unless permitted by the Zoning Administrator.

8. Portable storage units shall not be used for the purposes of a garage, shed or other on-site storage.
9. Permanent use of a storage container at an Industrial or Commercial location may only be permitted by approval of the Plan Commission.
- d. Storage containers used in connection with a construction project may be permitted by the Zoning Administrator and must be only used for purpose related to the construction project, not placed within 3 feet of a property line, not located within the vision corner and must be removed from the site upon issuance of occupancy of the permanent structure.

(Code 2011, § 17.32)

HISTORY

Amended by Ord. [1867-2022](#) on 10/4/2022

Repealed by Ord. [1874-2022](#) on 12/6/2022

Repealed & Replaced by Ord. [1917-2025](#) on 2/4/2025

17.33 Sign and Billboard Regulations

1. The following types of signs are exempted from permit requirements, but must be in conformance with all other requirements in this chapter:

- a. *Construction signs.* Two construction signs per construction site not exceeding 100 square feet in area which shall be confined to the site of construction and shall be removed 30 days after completion of construction or prior to occupancy after construction, whichever is sooner.
- b. *Directional and instructional signs.* Directional and instructional non-electric signs which provide instruction or direction and are located entirely on a property to which they pertain, do not exceed six square feet in area and do not in any way advertise a business. This includes, but is not limited to, such signs as those identifying restrooms, telephones, parking areas, entrances, and exits.
- c. *Non-illuminated emblems.* Non-illuminated emblems or insignia of any nation, political subdivision, or nonprofit organization.
- d. *Government signs.* Government signs for control of traffic and other regulatory purposes and including danger signs, railroad crossing signs, and signs of public utilities indicating danger or aids to service or safety which are erected by or on the order of a public officer in the performance of his duty.
- e. *Home occupation signs.* Home occupation signs associated with permitted home occupations as defined in this section.
- f. *House numbers and nameplates.* Property numbers, post box numbers, names of occupants of the premises, or other identification not having commercial connotations.
- g. *Interior signs.* Interior signs located entirely within a building.
- h. *Memorial signs and plaques.* Memorial signs or tablets, plaques, names of buildings, and date of erection, which are cut into masonry surfaces or inlaid so as to be part of a

building or when constructed of bronze or other noncombustible material not more than four square feet in area.

- i. *No trespassing or no dumping signs.* No trespassing and no dumping signs not to exceed 1 1/2 square feet in area.
- j. *Public notices.* Public notices posted by public officials or employees in the performance of their duties.
- k. *Public signs.* Public signs required as specifically authorized for a public purpose by any law, statute, or ordinance.
 - 1. No sign shall be located within 15 feet of the public right-of-way at a street intersection or over the right-of-way.
- l. *Real estate signs.* One real estate sales sign for each street frontage on any lot or parcel, provided that such sign is located entirely within the property to which the sign applies and is not directly illuminated. Such signs are subject to the following regulations:
 - 1. In residential zoning districts, such signs shall not exceed six square feet in area and shall be removed within seven days after the sale, rental, or lease has been accomplished.
 - 2. In all other zoning districts, such signs shall not exceed 32 square feet in area and shall be removed within 15 days after the sale, rental, or lease has been accomplished.
- m. *Temporary window signs.* In commercial and industrial zoning districts, the inside surface of any ground floor window may be used for attachment of temporary signs. The total area of such signs, however, shall not exceed 50 percent of the total window area and shall not be placed on door windows or other windows needed to be clear for pedestrian safety.
- n. *On-premises symbols and insignia.* Religious symbols, commemorative plaques of recognized historic agencies, or identification emblems of religious orders or historic agencies.
- o. *On- and off-premises temporary signs.* Temporary signs not exceeding 32 square feet in area pertaining to fund or pledge drives or events of civic, philanthropic, educational, or religious organizations, provided that such signs are posted not more than 30 days before such event and removed within five days after the event.
- p. *Vehicular signs.* Truck, bus, trailer, or other vehicle signs while operating in the normal use of business, which is not primarily the display of signs.
- q. *Neighborhood identification signs.* In any zone, a sign, masonry wall, landscaping, or other similar material and feature may be combined to form a display for neighborhood or tract identification, provided that the legend of such sign or display shall consist only of the neighborhood or tract name.

2. Signs.

1. *Prohibited signs.* The following exterior building signs shall be prohibited within the city:
 - a. Abandoned signs.
 - b. Flashing signs, remnants, banners, streamers, and all other fluttering or spinning signs, except in connection with temporary sales, civic or cultural events, or officially recognized holidays.
 - c. Snipe signs or signs attached to trees, telephone poles, public benches, street lights, or placed on any public property or public right-of-way.
 - d. Signs placed on vehicles or trailers which are parked or located for the primary purpose of displaying such sign, excluding allowed portable signs or signs or lettering on buses, taxis, or vehicles operated during the normal course of business.
 - e. Signs displaying flashing or intermittent lights customarily associated with danger or emergencies. An illuminated sign or lighting device shall employ only lights of constant intensity and no sign shall be illuminated by or contain flashing, intermittent, rotating, or moving lights or lights creating the illusion of movement. Signs located wholly within a building, public service information signs, and other electronic message or mechanical message centers which are classified as changing signs are permitted and are not subject to this restriction.
 - f. Signs which purport to be or are an imitation of or resemble an official traffic sign or signal or which bear words "stop," "caution," "warning" or similar words that are displayed in the colors normally associated with them as official signs are prohibited.
2. *Construction specifications.*
 - a. All signs shall be constructed in accordance with the requirements of chapter 14 of this Code and the national electric code, as amended, and the additional construction standards set forth in this section, where applicable.
 - b. All ground and roof sign structures shall be self-supporting Structures and permanently attached to sufficient foundations.
 - c. Electric service to ground signs shall be concealed.
 - d. All signs, except those attached flat against the wall of a building, shall be constructed to withstand wind loads as follows, with correct engineering adjustments for the height of the sign above grade:
 1. *For solid signs:* 30 pounds per square foot on any face of the sign or structure.

2. *For skeleton signs:* 30 pounds per square foot of the total face cover of the letters and other sign surfaces or ten pounds per square foot of the gross area of the sign as determined by the overall dimensions of the sign, whichever is greater.
 - e. No sign shall be suspended by nonrigid attachments that will allow the sign to swing due to wind action. All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations. All nonpermanent signs shall be braced or secured to prevent motion.
 - f. No sign shall be erected, constructed, or maintained so as to obstruct any fire escape, required exit, window, or door opening used as a means of ingress and egress.
 - g. No sign shall be attached in any form, shape, or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of the provisions of the city fire prevention code.
 - h. Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead conductors in accordance with the national electrical code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than six inches horizontally or vertically from any conductor or public utility guy wire.
3. *Signs in residential districts.* No sign in a residential district shall exceed eight feet in height or produce artificial light from within.
4. *Signs in commercial districts.*
 - a. Temporary window signs advertising a sale or special event at an individual commercial establishment shall be exempt from the sign regulations.
 - b. A detached sign, any part of which is closer than 15 feet to the right-of-way shall have a minimum vertical distance of ten feet between the bottom of the sign and the grade at the right-of-way line or shall not be more than three feet in height above grade.
 - c. Any detached sign or projecting sign within 25 feet of an intersection or 15 feet of a driveway shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of ten feet or shall be not more than three feet in height above grade.
 - d. All other projecting signs shall maintain a minimum vertical distance between the bottom of the sign and the grade at the right-of-way line of nine feet.
 - e. Canopy, marquee, and awning signs shall be placed at such a height so that the extreme lower edge of such structure is at least seven feet above sidewalk grade and such signs shall not extend more than 72 inches into

the public right-of-way. The vertical dimension of a sign, any portion of which is below the lower edge of the canopy or marquee structure, shall not exceed 20 inches.

- f. Detached signs shall not project more than 72 inches into the public right-of-way, but in no case closer than two feet from the curbline as measured from the property line. The area of a ground sign shall not exceed 150 square feet per side.

5. *Billboard requirements.* Pursuant to chapter 14 of this Code, the following regulations shall be enforced:

- a. No billboards may be erected within a 500-foot radius of another existing billboard.
- b. No billboard may be erected within 200 feet of an existing residential use or within 200 feet of a residential district.
- c. The maximum size of billboards shall be 300 square feet on each face, except within 100 feet of U.S. 41, where the maximum size shall be 400 square feet on each face.
- d. Billboards shall be set back from all property lines and existing buildings equal to the height to the top of the billboard.
- e. Roof-mounted billboards are not permitted.
- f. Billboards shall only be permitted in the commercial highway, commercial shopping center, industrial, and industrial park districts.
- g. All billboards which are not in conformance with the above provisions shall be placed in conformance no later than July 9, 1990.
- h. Exception. Signage permitted under section 17.24(6)(a) of this chapter.

6. *Installation, maintenance, and repair.*

- a. All signs shall be constructed and installed in accordance with the requirements of chapter 14 of this Code and the national electric code. Every sign, including, but not limited to, those signs for which permits are required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting, except when a weathered or natural surface is intended, repainting, cleaning, and other acts required for the maintenance of such signs.
- b. The building inspector shall require compliance with all standards of this chapter. If the sign is not maintained to comply with safety standards outlined under chapter 14 of this Code, the building inspector shall require its removal in accordance with this section.

7. *Abandoned signs.* Except as otherwise provided in this chapter, any sign that is located on property which becomes vacant and is unoccupied for a period of two months or more or any sign which pertains to a time, event, or purpose which no

longer applies shall be deemed to have been abandoned. Permanent signs applicable to a business temporarily suspended because of a change in ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of three months or more. An abandoned sign is prohibited and shall be removed by the owner of the sign or owner of the premises. If the owner fails to remove the sign, the building inspector shall take appropriate legal action to cause the same to be removed.

8. *Defective signs and signs for which no permit has been issued.* The building inspector shall cause to be removed or repaired any sign that is defective or endangers the public safety, such as a dangerous or materially, electrically, or structurally defective sign or a sign for which no permit has been issued.
9. *Notice.* The building inspector shall give the owner of the sign 30 days' written notice to remove any abandoned sign, repair, or remove any defective sign or to remove a sign for which no permit has been issued. The notice shall describe the sign and specify the violation involved. The notice shall be sent by certified mail.

10. *Appeals.*

- a. The owner of the sign may appeal the determination of the building inspector ordering removal or compliance by filing a written notice of appeal under section 17.50 within 30 days after the date of mailing the notice.
- b. For property located within the commercial core district, the owner of the sign may appeal to and be heard before the redevelopment authority.

11. *Removal of signs by the building inspector.*

- a. Notwithstanding the above, in cases of emergency, the building inspector may cause the immediate removal without notice of a dangerous or defective sign or for failure to comply with the written order of removal or repair.
- b. After removal or demolition of the sign, a notice shall be mailed to the owner of the sign stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the building inspector, together with an additional ten percent for inspection and incidental costs.
- c. If the amount specified in the notice is not paid within 30 days of the notice, it shall become an assessment against the property of the sign owner and will be certified as an assessment against the property, together with interest at ten percent per annum, for collection in the same manner as real estate taxes.
- d. The owner of the property upon which the sign is located shall be presumed to be the owner of all signs thereon, unless facts to the contrary are brought to the attention of the building inspector as in the case of a leased sign.

- e. For the purpose of removal, the definition of the term "sign" includes all sign embellishments and structures designed specifically to support the sign.

RESOLUTION NO. 2025-5485**RESOLUTION ESTABLISHING FEES FOR
WEIGHTS AND MEASURES**

WHEREAS, the Common Council of the City of Kaukauna has adopted an Ordinance establishing and regulating Weight and Measures, which Ordinance provides that certain fees including processing and licensing fees shall be such as on file with the City Clerk; and

WHEREAS, the Common Council of the City of Kaukauna wishes to establish such fees to be effective until further resolution of the Common Council.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna that the various and several annual fees to be applied, payable to the City Clerk, under the Weights and Measures Ordinance are as described on the attached Exhibit A.

PASSED AND ADOPTED BY THE CITY OF KAUKAUNA COMMON COUNCIL
on the _____ day of September, 2025.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, Clerk

APPLETON HEALTH DEPARTMENT- Weights and Measures
 100 NORTH APPLETON STREET, APPLETON WI 54911-4799
 920-832-6419 ■ FAX 920-832-S853

Exhibit A

WEIGHTS AND MEASURES FEE SCHEDULE

NO. OF FEE	LICENSEABLE ITEM DESCRIPTION	CURRENT FEE	AVERAGE CITY LICENSE FEE 2025*	RECOMMENDED FEE	DOLLAR CHANGE	Number Of Device
1	Base Licensing Processing Fee	\$50.00	\$81.67	\$50.00	0	
2	Scales 0 - 30 lbs.	\$30.00	\$32.71	\$30.00	0	
3	Scales 31 - 1000 lbs.	\$40.00	\$54.50	\$40.00	0	
4	Scales 1001 - 10,000 lbs.	\$60.00	\$65.11	\$60.00	0	
5	Scales 10,001 - 20,000 lbs.	\$85.00	\$76.13	\$85.00	0	
6	Prepack Scale	\$100.00	\$32.71	\$100.00	0	
7	Person Weighing Scale	\$50.00	\$30.45	\$50.00	0	
8	High Accuracy Scale with Weights or Pill Counter System	\$55.00	\$56.19	\$55.00	0	
9	Hopper Scales	\$150.00	\$119.35	\$150.00	0	
10	Vehicle Scales	\$155.00	-	\$155.00	0	
11	Linear Meter	\$15.00	\$15.75	\$15.00	0	
12	Rules	\$3.00	\$3.15	\$3.00	0	
13	Timing Device	\$10.00	\$16.43	\$10.00	0	
14	Petroleum Pump	\$30.00	\$44.40	\$40.00	\$10.00	272
15	Vehicle Tank and Bulk Meter/ High Speed Pump	\$55.00	\$81.00	\$55.00	0	
18	Retail Price Scanner	1 - 8 \$100.00 9 or more \$12.50 each	\$22.00 Each	1 - 8 \$100.00 9 or more \$12.50 each	0	
20	Late Payment Fee	\$60.00	\$94.33	\$60.00	0	
21	Penalty Fee for Nonregistration	Triple the Per Device Fee	Not Available	Triple the Per Device Fee	0	
23	Farm Market Scale	\$30.00	\$32.71	\$30.00	0	
24	Reinspection Fee	\$50.00	\$100.00	\$50.00	0	

Note: Last fee change was in September 2022

*Cities (Green Bay, De Pere, Menasha, Milwaukee, and Oshkosh)