

LEGISLATIVE COMMITTEE MEETING

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



Monday, August 03, 2026 at 6:15 PM

AGENDA

In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
 - [a.](#) Ordinance 1961-2026 Ordinance Rezoning Parcel 321063400 from Commercial Highway District (CHD) to Residential Multifamily District (RMF).
3. Adjourn.

NOTICES

Legislative Committee - Notice is hereby given this is a public meeting of the Legislative Committee. As such, all members or a majority of the City's Common Council and Standing Committees will likely be in attendance. While members of the Common Council or any Standing Committees may participate in discussions, only the Legislative Committee will take formal action.

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 234 605 4161 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 234 605 4161
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 234 605 4161
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.



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Legislative Committee
 From: Adrienne Nelson, Associate Planner
 Date: July 29, 2026
 Re: Rezoning Request – Parcel 321063400

Jason Hurst, applicant, in collaboration with Wood Brown LLC, owner, has submitted an application to rezone parcel 321063400, shown below, from [Commercial Highway District \(CHD\)](#) to [Residential Multifamily District \(RMF\)](#).



The purpose of this rezoning is to facilitate the construction of residential homes. The developer is considering constructing single-family dwellings, two-family dwellings, single-family attached with zero lot line dwellings, townhouses, or a mixture of dwelling types. These are all permitted principal uses in the Residential Multifamily District.

The current concept, attached to this memo along with the rezoning application, is for the construction of seven residential single-family homes.

In compliance with [Section 17.51\(3\)](#) of the Municipal Code, a class 2 notice has been published in the Times Villager in advance of the public hearing scheduled for the Common Council meeting on August 18th, 2026, at 7 p.m. Additionally, a mailing has gone out to all property owners located within 200' of the proposed rezoning.

Recommendation:

Staff is recommending approval of the rezoning ordinance to the Common Council.



CITY OF KAUKAUNA**ORDINANCE NO. 1961-2026****ORDINANCE REZONING PARCEL 321063400 FROM COMMERCIAL HIGHWAY DISTRICT (CHD) TO RESIDENTIAL MULTIFAMILY DISTRICT (RMF)**

WHEREAS, the Common Council of the City of Kaukauna, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below and having scheduled a public hearing then to be decided by the Common Council; and,

WHEREAS, a Class 2 Notice of Public Hearing regarding such proposed zoning change and, pursuant thereto, a public hearing having been held on the 18th day of August 2026 at 7:00 p.m., and the Common Council having heard all interested parties or their agents and attorneys;

NOW THEREFORE, the Common Council of the City of Kaukauna, Wisconsin, do ordain as follows:

SECTION 1: That the following described property:

All of Lot Six (6), Block Fifty-four (54), First Ward, City of Kaukauna, Outagamie County, Wisconsin according to the recorded Assessor's Map of said city, LESS and excepting the lands sold to Outagamie County for Highway purposes as recorded in Volume 241 of Deeds on page 149 and as recorded in Volume 239 of Deeds on page 142, and LESS and excepting land sold to Wisconsin Dunbrik Corporation as recorded in Volume 259 of Deeds on page 67, Outagamie County Records

is hereby rezoned from Commercial Highway District (CHD) to Residential Multifamily District (RMF), as regulated by Section 17.19 of the Kaukauna Zoning Code, and the applicable provisions of Chapter 17 of the Kaukauna Municipal Code.

SECTION 2: That the Clerk is directed to amend the City of Kaukauna Zoning Map in conformity with the provisions of this ordinance.

SECTION 3: That all other ordinances in conflict herewith are hereby repealed.

SECTION 4: That the ordinance shall take effect upon its passage and publication according to law.

Introduced and adopted by Common Council on the 18th day of August, 2026.

APPROVED: _____

Anthony J. Penterman, Mayor

ATTEST: _____

Kayla Nessmann, Clerk



APPLICATION: ZONING CHANGE REQUEST FORM

This application is required if you are seeking to rezone a property. Rezoning a property allows for different types of uses, such as for residential or commercial development. To rezone a property, the parcel(s) in question must meet the dimensional requirements set forth in that zoning district. Information on zoning districts can be found in Section 17 of the Municipal Code.

Petitioner Information:

Name: Jason Hurst

Mailing Address: 235 W Wisconsin Ave, Kaukauna WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner Information (If Not Petitioner):

Name: WoodBrown LLC

Mailing Address: P.O. Box 483, Kaukauna WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 321063400, ASSESSORS PLAT THAT PT OF LOT 6 BLK 54 N OF C

Lot Dimensions and Area: 3.03

Current Zoning: CHD

Current Uses: None

Proposed Zoning: 17.19 RMF Residential Multifamily District

Proposed Uses: Single/Multi Family Lots

Please State Reason(s) for Rezoning Request:

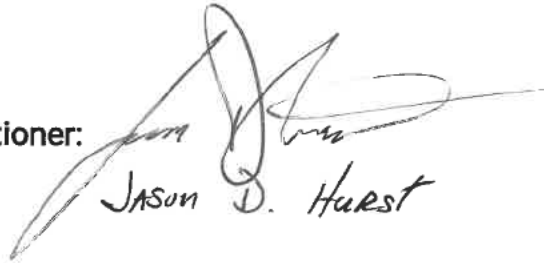
To build Single/Multi Family residential homes

Rezoning/Zoning Change Fee Schedule: \$100.00

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

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

Signature of Petitioner:



JASON D. Hurst

Signature of Owner (If Not Petitioner):

Date Submitted to the City of Kaukauna: 6-24-26

Please submit by email to planning@kaukauna.gov or by mail to:

City of Kaukauna

Attn: Planning and Community Development Department

144 W Second Street

Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 6/24/2026

Payment Received: 6/24/2026

Payment Receipt #: N/A

Site Plan Reviewed: ☐

1st Notice Sent: Set to be published in the 7/29/2026 paper

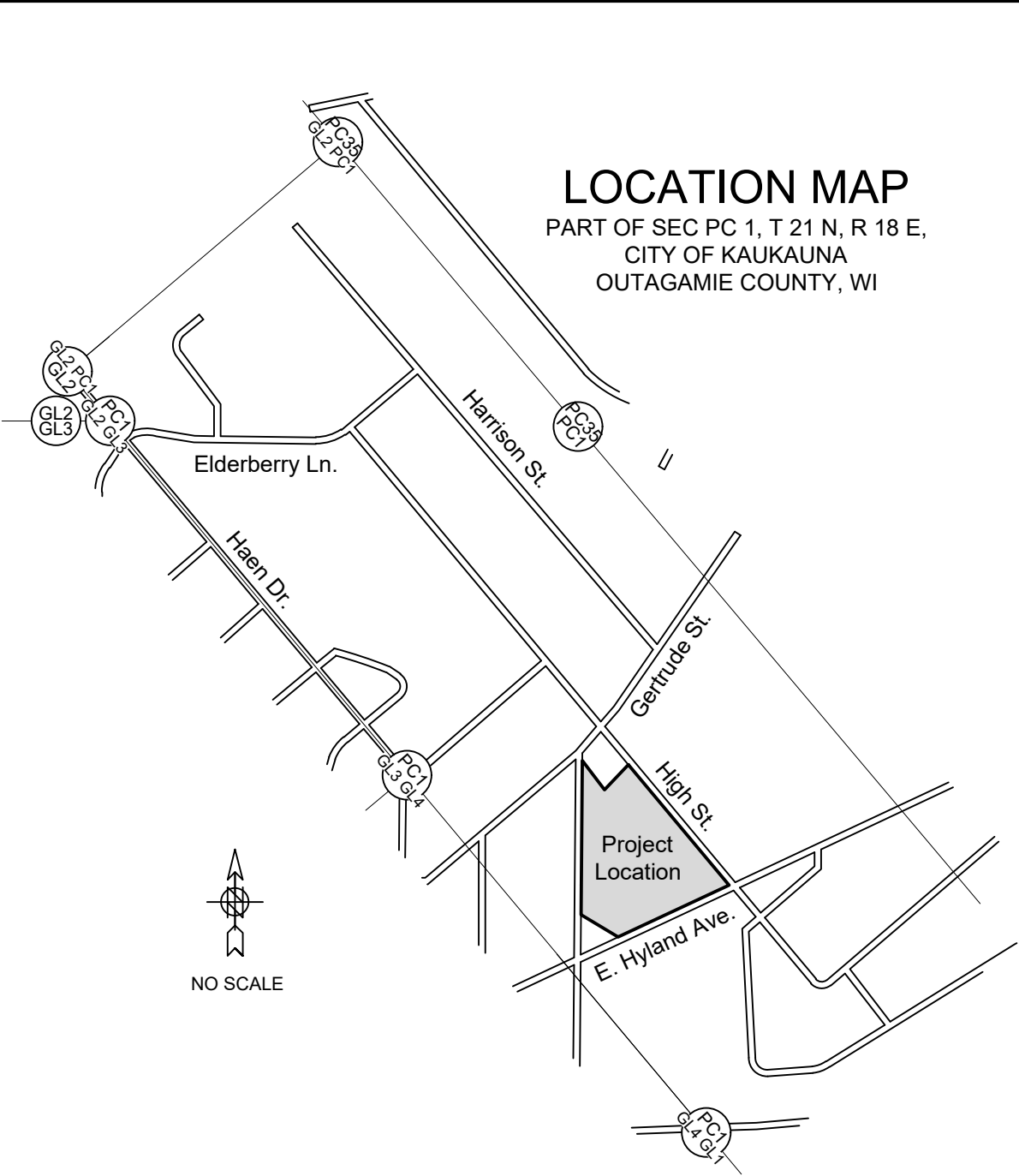
2nd Notice Sent: Set to be published in the 8/5/2026 paper

Plan Commission Approval: 7/9/2026

Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:



SUPPLEMENTARY DATA
Total Area = 166,648 SF 3.8257 acres
Number of Lots = 8
Average lot size = 13,136 SF
Typical lot dimension = 60'x 200'
Existing zoning = CHD and RTF
Proposed zoning = RTF
Approving Authorities
City of Kaukauna
Objecting Authorities
Department of Administration
Department of Transportation
NOTES
• Utility and Drainage Easements will be shown on Final Plat

Disclaimer:
1. This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the City of Kaukauna and/or Outagamie County, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.
2. The Site is SUBJECT TO A WETLAND DELINEATION. Permits and exemptions are subject to agency review and determinations with no guarantee of acceptance.
3. Shown Pond is for reference ONLY as was not calculated precisely for the project. Location and Size is TO BE DETERMINED.

