

# INDUSTRIAL PARK COMMISSION

City of Kaukauna  
**Hydro View Room**  
Municipal Services Building  
144 W. Second Street, Kaukauna



Monday, June 29, 2026 at 3:30 PM

## AGENDA

### In-Person in Hydro View Room, City of Kaukauna

1. Roll Call.
2. Approval of Minutes.
  - a. Approve Minutes from June 9, 2026
3. Old Business.
4. New Business.
  - a. South Industrial Park Covenants - Amendment Request
  - b. Closed Session Overview
  - c. Industrial Park Commission Updates
5. Other Business.
6. Adjourn.

## NOTICES

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



**INDUSTRIAL PARK COMMISSION**

City of Kaukauna

**Hydro View Room**

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, June 9, 2026 at 3:00 PM

**MINUTES****In-Person in Hydro View Room**

Eggert called the meeting to order at 3:00 p.m.

## 1. Roll Call

Members Present: Dale Eggert, Glen Schilling, John Sundelius, Nick Rieth

Members Absent: Mike Vandenberg, Michael Avanzi, Ryan Gaffney

Other(s) Present: Associate Planner Adrienne Nelson, Director of Public Works and City Engineer John Neumeier, John Panetti of TEAM Industries, Lisa Arndt of TEAM Industries

Sundelius made a motion to excuse the absent members. Seconded by Schilling. The motion passed unanimously.

## 2. Approval of Minutes

## a. Approve Minutes from June 2, 2026

Schilling made a motion to approve the minutes from June 2, 2026. Seconded by Rieth. The motion passed unanimously.

## 3. Old Business

## a. None

## 4. New Business

## a. Site Plan Review – TEAM Industries (1020 Prospect Lane)

Associate Planner Nelson introduced the site plan submitted by TEAM Industries for their property located at 1020 Prospect Lane. They will be graveling sections of the site for temporary laydown area as well as erecting a fence along the perimeter of the property. Although fences can be constructed right up to the property line, per the South Industrial Park covenants, outside storage must be 70' away from the

street. The location of the fence is therefore pending an amendment allowing for storage closer to the road. Staff recommend approval of the development with the following conditions: prior to issuance of building permits, a landscaping plan must be submitted and approved by staff, stormwater and erosion control permits must be approved by the Engineering Department, and a parking plan must be submitted and approved by City staff.

Mike Vandeberg arrived at 3:05 p.m.

Lisa Arndt of TEAM Industries provided the commission members with updates on parking, storage, and expansion efforts. TEAM Industries is proactively looking at several expansions to accommodate the increased work coming in, and they have re-laid out pipe racking in order to better utilize their space. They are working with Bayland Builders to construct an addition to an existing building and are planning to create over 140 new jobs at TEAM Industries. By constructing the fence at 1020 Prospect Lane and amending the covenants to be able to store closer to the street, they will be able to better accommodate their rapid growth. Lisa emphasized the tight timeline TEAM is working with, and their desire to expand in Kaukauna in order to maintain their local partnerships.

Schilling asked Nelson what the amendment process looks like, and the Industrial Park Commission's role in it.

Nelson explained that, to formally amend the South Industrial Park covenants to accommodate TEAM Industries' parking and storage requests, a vote will need to be taken by property owners in the park. Once the vote has been taken, and if a majority of the property owners vote in favor of the amendment, the amendment request will come back before the Industrial Park Commission so they can provide a recommendation to the Common Council. If three-fourths of the Common Council vote in favor of the amendment, it will pass and be formally recorded.

Sundelius asked about existing storage at TEAM Industries that is in violation of the 70' setback requirement for outdoor storage.

Nelson confirmed that those are currently in violation, but that an amendment would help address those existing issues and ensure compliance with the covenants.

Discussion was had on timelines for keeping the amendment requests moving forward.

Schilling asked how many others in the South Industrial Park would need to vote on the amendments.

Nelson explained that it is based on property owners. Some groups own multiple properties in the South Industrial Park. There is around thirty to thirty-five mailings that will need to be sent out to obtain votes. The number of properties owned affects the number of votes, with a maximum of ten votes allowed.

Schilling asked if staff would follow up to ensure that responses are received.

Nelson explained that it might not be easy to get direct contact information for the property owners, but that votes that are not returned are simply not counted. To approve the amendment, the majority of property owners must vote yes and three-fourths of the Common Council must vote yes.

Rieth made a motion to approve the site plan for TEAM Industries at 1020 Prospect Lane with the following conditions: prior to issuance of building permits, a landscaping plan must be submitted and approved by City staff, stormwater and erosion control permits must be approved by the Engineering Department, and a parking plan must be submitted and approved by City staff. Seconded by Sundelius. The motion passed unanimously.

b. Industrial Park Commission Updates

Associate Planner Nelson gave an overview of the pending items for TEAM Industries and what the possible timeline will look like for these items to come before the Industrial Park Commission. She also provided an update on the request made by the Industrial Park Commission to update City ordinance in order to lower the number of members in the commission from nine to seven. The ordinance update was approved by Legislative Committee and is now awaiting final approval at the Common Council level.

Sundelius complimented staff for their work in navigating the amendment process with TEAM Industries.

Schilling requested that, at an upcoming meeting, further clarity be provided by the City Attorney on when it is appropriate to go into closed session.

5. Other Business
  - a. None

6. Adjourn

Sundelius made a motion to adjourn. Seconded by Rieth. The motion passed unanimously. Adjourned at 3:45 p.m.





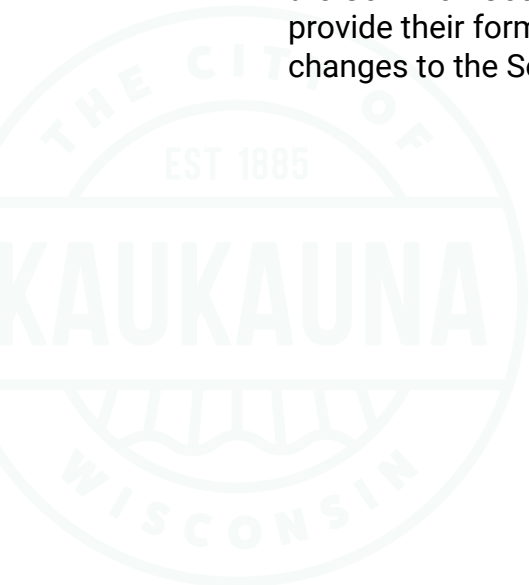
# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Industrial Park Commission  
From: Adrienne Nelson, Associate Planner  
Date: June 26, 2026  
Re: South Industrial Park Covenants – Amendment Request

Two amendment requests were submitted by TEAM Industries to amend the [South Industrial Park Covenants](#). Per the amendment process laid out in section twelve of the covenants, City staff mailed out the attached documents to all property owners within the South Industrial Park to gather votes in the form of a recordable document.

For the amendments to pass, the majority of property owners must sign off in favor of the changes, and the amendments must receive a three-fourth's favorable vote by the Common Council. Staff is requesting that the Industrial Park Commission provide their formal recommendation to the Common Council on the proposed changes to the South Industrial Park Covenants.





June 15<sup>th</sup>, 2026

**Company Name**  
**Street Address**  
**City, State Zip**

To Whom It May Concern:

TEAM Industries, located in Kaukauna’s South Industrial Park, is requesting two amendments to the South Industrial Park protective covenants.

The protective covenants of the South Industrial Park do not allow City streets to be used for parking. These covenants also do not allow for storage of materials and products within seventy feet of the street. A copy of these covenants are enclosed for your reference. TEAM Industries is requesting an amendment to accommodate their parking and storage requests.

The protective covenants require a majority of South Industrial Park property owners, a defined in paragraph 11 of the protective covenants, to sign a recordable instrument agreeing to the amendment and a three-fourths favorable vote of the City’s Common Council.

City staff are asking all property owners in the South Industrial Park to review the proposed amendments to the protective covenants and submit their response for or against each proposed amendment. The proposed amendments are as follows:

**“15. Limited Exception for Prospect Lane Parking.** Notwithstanding the provisions of Paragraph 6 of these Protective Covenants, the City of Kaukauna may, at its discretion, designate and permit parking within the public right-of-way along the west side of Prospect Lane, but only in such locations and configurations as are expressly approved by the City of Kaukauna.

Any such parking shall be permitted only upon approval by the City of Kaukauna and pursuant to a written agreement with the City, and shall be subject to all conditions, restrictions, and requirements established by the City, as may be amended from time to time, including, but not limited to, limitations on the type, number, orientation, and duration of parking spaces, as well as requirements necessary to preserve traffic safety, visibility, pedestrian access, and truck maneuverability.

The City of Kaukauna reserves the right, at any time and in its sole discretion, to modify, restrict, suspend, or terminate any such permitted parking if it determines that such action is necessary to address safety concerns, traffic operations, or compliance with applicable regulations.

This exception shall apply only to the specific area described herein and shall not be construed as permitting or authorizing parking on any other public street within the subdivision.

Except as expressly provided herein, all other provisions of these Protective Covenants shall remain in full force and effect.”

**AND,**

**“16. Limited Exception for Outdoor Storage.** Notwithstanding the provisions of these Protective Covenants relating to building setbacks, landscaping, and outdoor storage, the City of Kaukauna may, at its discretion, approve the placement of fencing and the use of outdoor storage areas on property owned by Team Industries within the South Industrial Park.

Any such fencing and/or storage shall be permitted only upon approval by the City of Kaukauna and pursuant to a written agreement with the City, and shall be subject to all conditions, restrictions, and requirements established by the City, including but, not limited to, requirements for screening, materials, setbacks, location, and operational use.

The City of Kaukauna reserves the right, at any time and in its sole discretion, to modify, restrict, or prohibit such fencing or storage if it determines that such action is necessary to address safety, aesthetic, or operational concerns, or to ensure compliance with applicable regulations.

Notwithstanding the foregoing, no fencing, storage, or other improvements shall be permitted in any area that interferes with required vision clearance, sight lines, or traffic visibility, as determined by the City of Kaukauna.

This exception shall apply only to property owned by Team Industries and shall not be construed as permitting or authorizing similar fencing or storage conditions on other properties within the subdivision.

Except as expressly provided herein, all other provisions of these Protective Covenants shall remain in full force and effect.”

Enclosed is a copy of the protective covenants, the submittal form, and a postage paid envelope for your response to the suggested amendment. Please return the questionnaire with your notarized response, company name, and signature to the City of Kaukauna's Planning and Community Development Department **by noon on June 29<sup>th</sup>, 2026**. If you do not have a notary on staff, please reach out to the City using the contact information listed below, and a meeting can be set up to notarize the documents.

Thank you for your time and attention to this matter. If you have any questions or would like additional information, please feel free to contact this office at 920.766.6315 ext. 1165 or [planning@kaukauna.gov](mailto:planning@kaukauna.gov).

Sincerely,

Adrienne Nelson  
Associate Planner



**CONSENT AND VOTE OF PROPERTY OWNER  
FOR AMENDMENT TO PROTECTIVE COVENANTS  
FOR KAUKAUNA INDUSTRIAL PARK**

Property Name(s): \_\_\_\_\_

d/b/a: \_\_\_\_\_

Property Address: \_\_\_\_\_

Legal Description (or Lot/Parcel Number): \_\_\_\_\_

WHEREAS, the undersigned is the owner of the above-described property subject to the Protective Covenants for Kaukauna Industrial Park recorded in Outagamie County, Wisconsin (the “Protective Covenants”); and

WHEREAS, the Protective Covenants provide that they may be amended upon approval of the required percentage of property owners; and

WHEREAS, pursuant to the Protective Covenants for Kaukauna Industrial Park, each property is allocated a voting interest based upon the number of acres comprising such property, and the above-described property is entitled to **blank (blank) vote(s)**;

WHEREAS, the terms of the proposed Amendment to the Protective Covenants for Kaukauna Industrial Park (the “Amendment”) are set forth herein below.

**PROPOSED AMENDMENT TO PROTECTIVE COVENANTS**

**15. Limited Exception for Prospect Lane Parking.** Notwithstanding the provisions of Paragraph 6 of these Protective Covenants, the City of Kaukauna may, at its discretion, designate and permit parking within the public right-of-way along the west side of Prospect Lane, but only in such locations and configurations as are expressly approved by the City of Kaukauna.

Any such parking shall be permitted only upon approval by the City of Kaukauna and pursuant to a written agreement with the City, and shall be subject to all conditions, restrictions, and requirements established by the City, as may be amended from time to time, including, but not limited to, limitations on the type, number, orientation, and duration of parking spaces, as well as requirements necessary to preserve traffic safety, visibility, pedestrian access, and truck maneuverability.

The City of Kaukauna reserves the right, at any time and in its sole discretion, to modify, restrict, suspend, or terminate any such permitted parking if it determines that such action is necessary to address safety concerns, traffic operations, or compliance with applicable regulations.

This exception shall apply only to the specific area described herein and shall not be construed as permitting or authorizing parking on any other public street within the subdivision.

Except as expressly provided herein, all other provisions of these Protective Covenants shall remain in full force and effect.

NOW, THEREFORE, the undersigned hereby casts the vote indicated below with respect to the proposed Amendment.

FOR APPROVAL – The undersigned hereby votes in favor of and consents to the adoption of the Amendment to the Protective Covenants.

AGAINST APPROVAL – The undersigned votes against the proposed Amendment.

(Check one)

The undersigned certifies that they are authorized to execute this Consent on behalf of the property owner. The undersigned authorizes this Consent to be used to determine whether the required approval threshold for adoption of the Amendment has been met, and to be included with the official records of the Amendment.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Property Name(s): \_\_\_\_\_

d/b/a: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

NOTARY ACKNOWLEDGMENT

State of Wisconsin  
Outagamie County

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_,  
2026, the above-named \_\_\_\_\_ to me known to  
be the person(s) who executed the foregoing instrument and acknowledged the  
same.

Notary Public, State of Wisconsin: \_\_\_\_\_

My Commission (expires/is permanent): \_\_\_\_\_

(Seal)

**CONSENT AND VOTE OF PROPERTY OWNER  
FOR AMENDMENT TO PROTECTIVE COVENANTS  
FOR KAUKAUNA INDUSTRIAL PARK**

Property Name(s): \_\_\_\_\_

d/b/a: \_\_\_\_\_

Property Address: \_\_\_\_\_

Legal Description (or Lot/Parcel Number): \_\_\_\_\_

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WHEREAS, the Protective Covenants provide that they may be amended upon approval of the required percentage of property owners; and

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(Check one)

The undersigned certifies that they are authorized to execute this Consent on behalf of the property owner. The undersigned authorizes this Consent to be used to determine whether the required approval threshold for adoption of the Amendment has been met, and to be included with the official records of the Amendment.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Property Name(s): \_\_\_\_\_

d/b/a: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

NOTARY ACKNOWLEDGMENT

State of Wisconsin  
Outagamie County

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be the person(s) who executed the foregoing instrument and acknowledged the  
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Notary Public, State of Wisconsin: \_\_\_\_\_

My Commission (expires/is permanent): \_\_\_\_\_

(Seal)