

PLAN COMMISSION

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



Thursday, October 05, 2023 at 4:00 PM

AGENDA

1. Roll Call.
2. Approval of Minutes.
 - [a.](#) Approval of Meeting Minutes from September 7, 2023 Meeting
3. New Business.
 - [a.](#) Review Petition for Direct Annexation by Unanimous Consent
 - [b.](#) Park Donation Application Review
4. Other Business.
5. Adjourn.

NOTICES

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



PLAN COMMISSION

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



Thursday, September 07, 2023 at 4:00 PM

MINUTES

1. Roll Call.

Members present: Giovanna Feller, DPW John Neumeier, Mayor Penterman, Pennie Thiele

Member(s) absent: Michael Avanzi, John Moore, Ken Schoenike

Others present: Associate Planner Lily Paul, PCDD Joe Stephenson, Tom Saindon TANN Corp.

Thiele made a motion to excuse the absent members. Feller seconded the motion. The motion passed unanimously.

2. Approval of Minutes.

a. Approve Minutes from August 17, 2023 Meeting

Neumeier made a motion to approve the minutes from August 17, 2023 meeting. Feller seconded the motion. The motion passed unanimously.

3. Public Hearing.

a. Special Exception Request - 1400 Arbor Way

Mayor Penterman declared the public hearing open. No comment was made after asking three times. Mayor Penterman closed the public hearing.

4. New Business.

a. Rezone Request - 1011 Delanglade Street

AP Lily presented a rezoning request for the former Midwest Carriers location. The property is currently zoned Institutional which may have been a mistake, but the property has been an industrial use for the last 10 years. This rezone is to correct the zoning and aid with future sales of the property.

Thiele made a motion to approve the rezoning for 1011 Delanglade Street and recommend the same to the Common Council. Feller seconded the motion. The motion passed unanimously.

b. Special Exception Request - 1400 Arbor Way

The special exception received no comment during the public hearing. This special exception is to allow a Medical Residential Facility in the Commercial Highway District. A large retirement, assisted living, memory care, and nursing complex is proposed for the parcels within Commerce Crossing. The need for this type of facility is great.

Thiele made a motion to approve the special exception for 1400 Arbor Way and recommend the same to the common council. Neumeier seconded the motion. The motion passed unanimously.

c. Site Plan Review - TANN Investments LLC - 350 Oak Grove Road

AP Lily presented a site plan for TANN Investments LLC – air pollution control manufacturer. This site plan adheres to all necessary setbacks and completes all façade requirements. The landscaping plan was adjusted due to utility easements, but is adequate. Storm water and erosion control was already approved, and a lot of foundation work pertaining to that has already been completed.

Feller made a motion to approve the site plan for TANN. Thiele seconded the motion. The motion passed unanimously.

5. Other Business.

There was no other business

6. Adjourn.

Neumeier made a motion to adjourn the meeting. Feller seconded the motion. The motion passed unanimously. Meeting adjourned at 4:25 PM.



CITY OF KAUKAUNA PLAN COMMISSION

PETITION FOR UNANIMOUS ANNEXATION

To the Common Council of the City of Kaukauna, Outagamie County, Wisconsin:

Petition is hereby made in accordance with the provisions of Section 66.0217(2) of the Wisconsin State Statutes for direct annexation to the City of Kaukauna, Wisconsin, from the Town of Buchanan, Wisconsin, of the real estate described on the attached map.

The attached map is in accordance with statutory requirements and is of a reasonable scale, showing the contiguous boundary with the City of Kaukauna of the territory to be annexed, and showing acreage and North arrow.

There are two (2) residents residing within the territory under petition.

Signatures:

1. NAME OF PETITIONER: Lisa Deis

SIGNATURE:

Lisa Deis

DATE: 9-8-2023

2. NAME OF PETITIONER: Aaron Matuszny

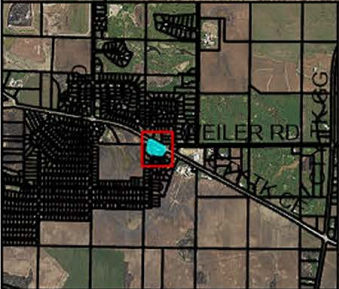
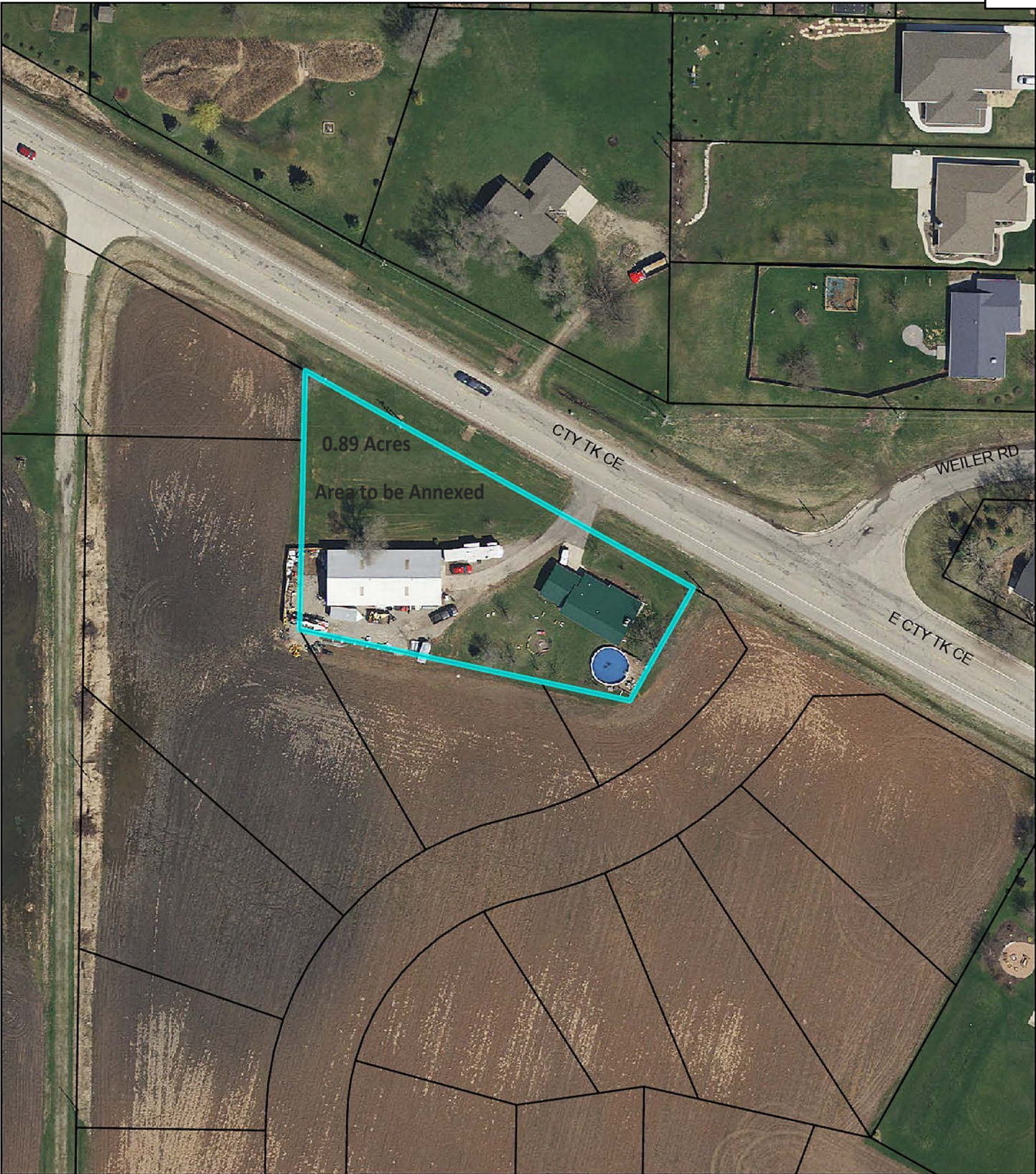
SIGNATURE:

Aaron Matuszny

DATE: 9-8-2023

Legal Description of Parcel #030021001, also known as W971 County Rd CE:

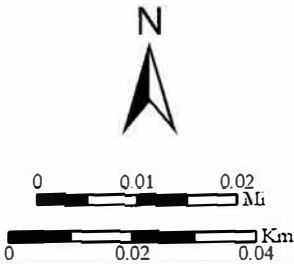
Lot One (1) of Certified Survey Map No. 7309 recorded in the Office of the Register of Deeds for Outagamie County on January 11, 2017 in Volume 44 of Certified Survey Maps, Page 7309, as Document No. 2094676, said Survey Map being all of Outlot 1, CSM No. 5866, which is located in the Southeast $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 30 and Part of Lot 1, CSM No. 4767 and part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 31, all in Township 21 North, Range 19 East, Town of Buchanan, Outagamie County, Wisconsin.



Parcel #030021001

2023

Coordinate System: NAD 1983 HARN WISCRS Outagamie County Feet





MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission
From: Lily Paul, Associate Planner
Date: September 29, 2023
Re: Petition for Unanimous Annexation

Aaron Matuszny and Lisa Deis, owners and residents of parcel 030021001, have submitted a petition for unanimous annexation for their property adjacent to Country Side Estates Subdivision. The parcel is surrounded by the city of Kaukauna's jurisdiction, and the city is able to provide services to this site. The owners are looking to annex in to utilize city services.

Staff Recommendation:

Staff recommends to approve the Petition for Unanimous Annexation of parcel 030021001 for Aaron Matuszny and Lisa Deis.





MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission
From: Lily Paul, Associate Planner
Date: September 29, 2023
Re: Park Donation Application Review

A Park Bench Donation application has been submitted by Bill Robach Family to be installed at Riverside Park at the waterfront. A bench that is currently there will be replaced with the new bench model. Bill Robach passed away in August, and he was one of Kaukauna's Galloping Ghosts.

The plaque inscription will say:

*"Bill Robach
1928 – 2023
He found peace enjoying this view"*

A Park Donation Application has been submitted by Dawn Gasparick and Judy Schultz with the help of Bennett Nursery out of Greenville. They are proposing an Autumn Blaze Maple Tree be installed at the Dog Park.

Staff Recommendation

Staff recommends to approve the park bench donation for Bill Robach Family and the Tree Donation for Dawn Gasparick and Judy Schultz and direct staff to work with the donors to pick a precise location.



APPLICATION FOR PARK DONATION

Donor Name: Bill Robach Family (contact Scott Robach)

Phone Number: 920-540-0978

Address: 712 Joshua St., Kaukauna WI 54130

Email Address: strobach@gmail.com

Proposed Location: Riverside Park by the river, replace the second bench
Type of Donation: from the boat launch

Cambridge Bench ☒

Picnic Table ☐

Tree ☐

Book Exchange ☐

Garbage Receptacle ☐

Other Item (Please Describe)

Inscription Text (If Applicable)

Bill Robach

1928-2023

He found peace enjoying this view

Please attach any necessary photos or documents with this form

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

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

Bill Robach

9/13/23

CITY OF KAUKAUNA

144 W 2nd Street
Kaukauna, WI 54130

920.766.6300
www.cityofkaukauna.com



APPLICATION FOR PARK DONATION

Donor Name: Bennett Nursery

Phone Number: 9207571100

Address: N 2081 Bennett Cir, Greenville

Email Address:

Proposed Location: Kaukauna Dog Park

Type of Donation:

Cambridge Bench ☐

Picnic Table ☐

Tree ☒

Book Exchange ☐

Garbage Receptacle ☐

Other Item (Please Describe)

Autumn Blaze Maple

Inscription Text (If Applicable)

Please attach any necessary photos or documents with this form

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9/12/23 Dawn Gasparick