

PLAN COMMISSION

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



Wednesday, May 20, 2026 at 4:00 PM

AGENDA

In-Person in Common Council Chambers, City of Kaukauna

1. Roll Call.
2. Approval of Minutes.
 - a. Approve Minutes from April 23, 2026
3. Old Business.
4. New Business.
 - a. Extraterritorial CSM Review - Town of Vandebroek
 - b. La Follette Park Informational Meeting
 - c. Girl Scout Silver Award Mural Project Update
 - d. Annexation Petition Review - Verbeten Development
 - e. Preliminary Plat Review - High Pointe Meadows
5. Other Business.
6. Adjourn.

NOTICES

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

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



Thursday, April 23, 2026 at 4:00 PM

MINUTES

In-Person in Council Chambers

John Moore 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, Pennie Thiele

Members Absent: Mayor Tony Penterman

Other(s) Present: Associate Planner Adrienne Nelson, Times Villager
Reporter Brian Roebke

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

2. Approval of Minutes

- a. Approve Minutes from April 9, 2026

Feller made a motion to approve the minutes from April 9, 2026.
Seconded by Schoenike. The motion passed unanimously.

3. Old Business

- a. None

4. New Business

- a. Extraterritorial CSM Review – Town of Buchanan

Associate Planner Nelson presented the Extraterritorial CSM Review for the Town of Buchanan. Scott Andersen, surveyor, submitted an updated certified survey map on behalf of James and Beth Verbeten, owners of parcels 030062307, 030063500, and 030062304. The original CSM was approved at the Plan Commission meeting on April 9, 2026. The CSM has since been updated at the request of Town of

Buchanan staff to include the entire parent parcels. The affected parcels fall within the extraterritorial review area of the City of Kaukauna, which is why the CSM was brought before the Plan Commission.

City staff was initially recommending approval with the condition that an access restriction is added to the small strip of land connecting Lot 3 to Simm Drive. However, Neumeier informed Nelson prior to the meeting that the Town of Buchanan requested additional changes made to the CSM on the town's end. As a result, city staff recommended no action to be taken at the time.

Moore asked if the CSM would be brought back to the Plan Commission once the requests were figured out at the Town of Buchanan. Nelson confirmed that the CSM would be brought back to the Plan Commission.

Thiele asked if there are current plans to annex the parcels to the city. Nelson stated that there are no intentions of annexing that she is aware of.

b. Annexation Petition Review – Verbeten Development

Associate Planner Nelson presented the annexation request for unanimous annexation of parcels 030062307 and 030063500 from the Town of Buchanan to the City of Kaukauna. The property would default to Residential Single-Family for zoning if the annexation is approved, which is compliant with the City's comprehensive plan. The property can be serviced with water and sewer by the City, and the request for annexation is being made to support a future neighborhood development.

Staff recommended approval to the Common Council with the conditions that the CSM creating 4 lots from parcels 030062307, 030063500, and 030062304 is approved and that the Wisconsin Department of Administration review is completed prior to review and action by the Common Council.

Moore asked if the annexation would change if the CSM changed. Neumeier stated that depending on the changes with the CSM, the boundaries for the annexation might change as well. Neumeier stated that it would be more likely for the CSM to change than the annexation.

Neumeier asked if there would be any timing issues from waiting to take action on the annexation. Nelson stated that there would not be any issues. Neumeier suggested that no action be taken so that the annexation and CSM could appear concurrently.

Thiele asked if the potential need for additional city staff was accounted for with the annexation. Neumeier stated that the revised garbage routes accounted for the potential annexation and that the police and fire departments looked at the impact of the annexation in their review.

5. Other Business
 - a. None

6. Adjourn

Thiele made a motion to adjourn the meeting. Seconded by Jensen. Motion passed unanimously. The meeting adjourned at 4:15 p.m.





MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission
From: Adrienne Nelson, Associate Planner
Date: May 13, 2026
Re: Extraterritorial CSM Review – Town of Vandebroek

Steven C. De Jong, surveyor, has submitted a certified survey map on behalf of Sean Melvin, owner of parcel 200001111, and Kevin and Susan Melvin, owners of parcel 200001110, to adjust lot lines between parcels 200001111 and 200001110 in the Town of Vandebroek.

These parcels fall within the extraterritorial review area of the City of Kaukauna, which is why this CSM is being brought before the Plan Commission. They are located approximately 0.85 miles northwest of Kaukauna's New Prosperity Center. This CSM will have no direct impact on any current or future plans for the City, and these parcels are not contiguous to any land within the City of Kaukauna.

The application and a draft of the CSM are attached to this report. The current map and proposed map are shown below for additional detail.



APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM

This application is required if you are seeking to divide, combine, or reconfigure up to four parcels. All parcels must meet the dimensional requirements as set forth in their zoning district. Information on zoning districts can be found in [Section 17 of the Municipal Code](#). Information on certified survey maps can be found in [Section 18.29 of the Municipal Code](#). Please note that the City of Kaukauna has extraterritorial review authority for any certified survey maps created for parcels located in townships within three miles of city borders.

Petitioner Information:

Name: Steve De Jong

Mailing Address: N9637 Friendship Drive

Phone Number: [REDACTED]

Email: [REDACTED]

***Property Owner Information (If Not Petitioner):**

Name: Sean Melvin

Mailing Address: N2367 Maloney Rd., Kaukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: N2367 Maloney Rd

Lot Dimensions and Area: 1270 by 554

Current Zoning: Gen Ag

Number of Lots to be Created: 2

***If multiple owners are involved, please add all additional owner information on an attached document.**

Please State Reason(s) for Certified Survey Map Review Request:

Extra Territorial Review. Adjusting a lot line between two adjoining land owners

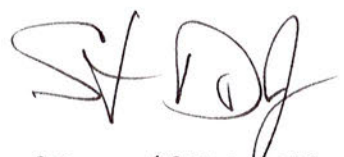
Additional Requirements: For Certified Survey Map review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines, and streets with distances to each. Maps should be drawn to a scale of not less than 1":1,000'. Additional information may also be requested as may be appropriate per the proposal being made.

Lot Division by CSM (1-4 lots) Fee Schedule: \$10.00/lot based on total lots

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: Certified survey map reviews often require action by multiple governmental bodies and 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:

A handwritten signature in black ink, appearing to be 'S. D. J.', written over a horizontal line.

Signature of Owner (If Not Petitioner):

Date Submitted to the City of Kaukauna: 5-4-2026

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: 5/4/2026

Payment Received: 5/4/2026

Payment Receipt #:

Certified Survey Map Reviewed:

Plan Commission Approval:

Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:

-LEGEND-

- = 1" X 18" IRON PIPE SET (1.130 LB./FT.)
- = 1" IRON PIPE FOUND
- ⊙ = COUNTY MONUMENT FOUND
- () = RECORDED INFORMATION
- ⊕ = 3/4" REBAR FOUND
- ⊗ = SEPTIC COVER
- ⊖ = SEPTIC VENT

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8134
 RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE/4 OF THE
 FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK,
 OUTAGAMIE COUNTY, WISCONSIN

N1/4 CORNER
 SECTION 1
 T.21N., R.18E.
 (SET MAG NAIL
 PER TIES)

BEARINGS REFERENCED TO THE
 OUTAGAMIE COUNTY COORDINATE
 SYSTEM AND THE EAST LINE OF THE
 FRACTIONAL NW1/4, SECTION 1, T.21N.,
 R.18E., WHICH BEARS: S00°-56'-48"W

SURVEY NOTES:

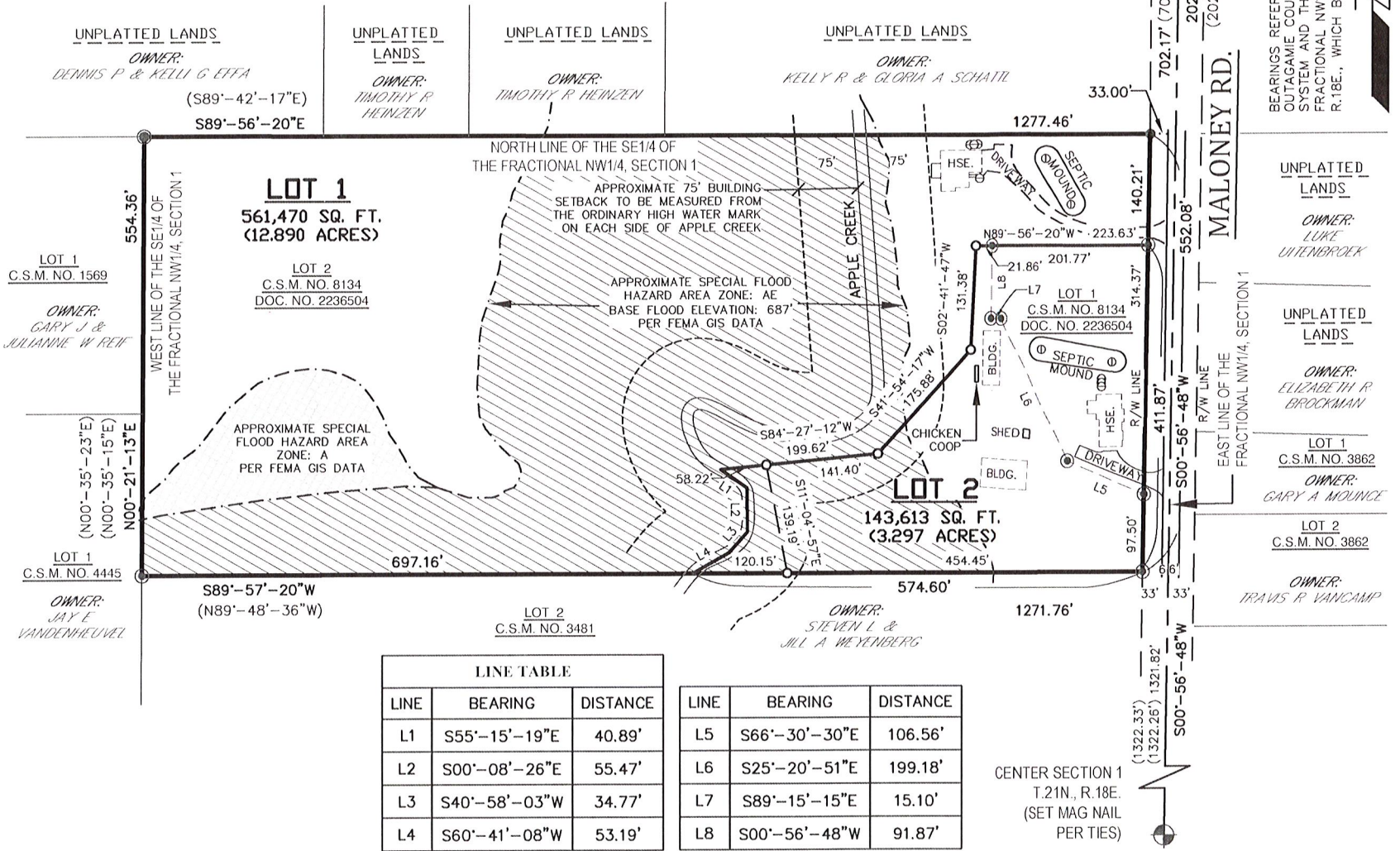
-PRIOR TO DEVELOPMENT, A WETLAND DELINEATION MAY BE REQUIRED ON LOTS 1 & 2. OUTAGAMIE COUNTY CODE OF ORDINANCES, SECTION 48-7(c)(4)a REQUIRES A WETLAND SETBACK OF 10' TO 30', 50', OR 75', DEPENDING ON THE SUSCEPTIBILITY OF THE WETLAND.

-PORTIONS OF THIS PROPERTY FALL WITHIN ZONE AE AND ZONE A OF FEMA FIRM NO. 55087C03344 WITH AN EFFECTIVE DATE OF JULY 22, 2010. FLOOD PLAIN BOUNDARY WAS ESTABLISHED WITH FEMA GIS DATA.

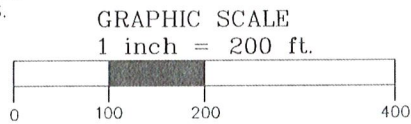
-THE ORDINARY HIGH WATER MARK SETBACK IS NOT BASED ON AN OFFICIAL DETERMINATION AND PRIOR TO ANY BUILDING, AN OFFICIAL DETERMINATION OF THE ORDINARY HIGH WATER MUST BE MADE BY THE OUTAGAMIE COUNTY ZONING DEPARTMENT OR OTHER AUTHORIZED PERSON. ALSO ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED BY THE OUTAGAMIE COUNTY ZONING OFFICE PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY.

-ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1 OF THE STATE CONSTITUTION.

-THE LOCATION OF THE APPROXIMATE ORDINARY HIGH WATER MARK SHALL BE THE POINT ON THE BANK OF A NAVIGABLE STREAM OR ON THE SHORE OF A LAKE UP TO WHICH THE PRESENCE AND ACTION OF SURFACE WATER IS SO CONTINUOUS AS TO LEAVE A DISTINCTIVE MARK BY EROSION, DESTRUCTION OF TERRESTRIAL VEGETATION, OR OTHER EASILY RECOGNIZED CHARACTERISTICS.



LINE TABLE					
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S55°-15'-19"E	40.89'	L5	S66°-30'-30"E	106.56'
L2	S00°-08'-26"E	55.47'	L6	S25°-20'-51"E	199.18'
L3	S40°-58'-03"W	34.77'	L7	S89°-15'-15"E	15.10'
L4	S60°-41'-08"W	53.19'	L8	S00°-56'-48"W	91.87'



SURVEYED FOR:
 SEAN MELVIN
 N2367 MALONEY RD.
 KAUKAUNA, WI 54130

MERIDIAN
SURVEYING, LLC

2020 Madison Street Office: 920-993-0881
 New Holstein, WI 53061 Fax: 920-273-6037

THIS INSTRUMENT WAS DRAFTED BY: K.R.	FIELD WORK DATE: 4-17-26
CHECKED BY: S.C.D.	FIELD BOOK: X
JOB NO.: 17237	SHEET 1 OF 5

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 2 of 5

SURVEYOR'S CERTIFICATE

I, Steven C. De Jong, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, mapped and monumented under the direction of Sean Melvin, all of Lot One (1) and Lot Two (2) of Certified Survey Map No. 8134 as recorded in Document No. 2236504 In the Office of the Register of Deeds for Outagamie County, located in the Southeast Quarter (SE1/4) of the Fractional Northwest Quarter (NW1/4) of Section One (1), Township Twenty-One (21) North, Range Eighteen (18) East, Town of Vandenbroek, Outagamie County, Wisconsin containing 705,083 square feet (16.186 acres) of land. Being subject to any and all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of Outagamie County, in surveying, dividing, monumenting and mapping the same.

Dated this _____ day of _____, 2026.

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

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

Document No. 2260295 & 2257989

Owner(s) of Record: Sean Melvin, Liudmila Vakulenko, & Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

This Certified Survey Map is contained wholly within Tax Parcel Number: 200001111 & 200001110

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 3 of 5

OWNER'S CERTIFICATE

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebrook, and the City of Kaukauna.

Dated this _____ day of _____, 2026.

Sean Melvin _____

Personally came before me this _____ day of _____, 2026, the above named Sean Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebrook, and the City of Kaukauna.

Dated this _____ day of _____, 2026.

Liudmila Vakulenko _____

Personally came before me this _____ day of _____, 2026, the above named Liudmila Vakulenko to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 4 of 5

OWNER'S CERTIFICATE

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebroek, and the City of Kaukauna.

Dated this _____ day of _____, 2026.

Kevin J. Melvin – Trustee _____

Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

Personally came before me this _____ day of _____, 2026, the above named Kevin J. Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

As owner(s), I (we) hereby certify that I (we) caused the land described on this map to be surveyed, divided, monumented and mapped as represented on this map. I (we) also certify that this map is required by S. 236.10 or 236.12 to be submitted to the following for approval or objection: Outagamie County Development and Land Services, Town of Vandebroek, and the City of Kaukauna.

Dated this _____ day of _____, 2026.

Susan M. Melvin – Trustee _____

Kevin J. Melvin and Susan M. Melvin Revocable Trust Dated May 6, 2019

Personally came before me this _____ day of _____, 2026, the above named Susan M. Melvin to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

STATE OF WISCONSIN) SS
OUTAGAMIE COUNTY)

CERTIFIED SURVEY MAP NO.

BEING ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 8137, RECORDED AS DOCUMENT NO. 2236504; LOCATED IN THE SE1/4 OF THE FRACTIONAL NW1/4, SECTION 1, T.21N., R.18E., TOWN OF VANDENBROEK, OUTAGAMIE COUNTY, WISCONSIN

Sheet 5 of 5

COUNTY DEVELOPMENT AND LAND SERVICES CERTIFICATE:

This Certified Survey Map has been reviewed and approved by the Outagamie County Development and Land Services Department.

Dated _____

Signed (Representative) _____

COUNTY TREASURER'S CERTIFICATE

I being the duly elected qualified and acting treasurer of the County of Outagamie, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or unpaid assessments as of this _____ day of _____, 2026 on any lands included in this Certified Survey Map.

Dated _____

County Treasurer: _____

TOWN OF VANDENBROEK CERTIFICATE

This Certified Survey in Section 1, T.21N., R18E., Town of Vandebroek, Outagamie County, Wisconsin, is hereby approved.

Town of Vandebroek - Chairman _____

Date _____

Town of Vandebroek - Clerk _____

Date _____

TOWN TREASURER'S CERTIFICATE

As duly elected Treasurer for the Town of Vandebroek, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the date listed below

Treasurer – Town of Vandebroek _____

Date _____

**EXTRA TERRITORIAL REVIEW
CITY OF KAUKAUNA CERTIFICATE**

This Certified Survey in Section 1, T.21N., R18E., Town of Vandebroek, Outagamie County, Wisconsin, is hereby approved.

City of Kaukauna – Authorized Representative _____

Date _____



LA FOLLETTE PARK

INFORMATIONAL MEETING

May 28, 2026 from 5:30 PM – 7:00 PM

144 W. 2nd St., Kaukauna in the Council Chambers

Join the City of Kaukauna for an informational meeting where we will discuss future design concepts for La Follette Park and ask the public for their feedback.

Not able to make it? Keep an eye out on our social media and website for concept designs and a link to the feedback form.

All feedback will be due Friday, June 5.



You are Invited!

Girl Scout Silver Award Mural Project

Come & Participate!

Memorial Day Weekend!

May 23rd & 24th, 2026
1pm till 5pm

CE Trail tunnel near
Electa Quiney Elementary School



Supported by
our friends:
girlscouts
of wisconsin



City of Kaukauna
The City People
City of Ambassadors
Public Service





MEMO

PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission
From: Adrienne Nelson, Associate Planner
Date: May 15, 2025
Re: Annexation Petition Review – Verbeten Development

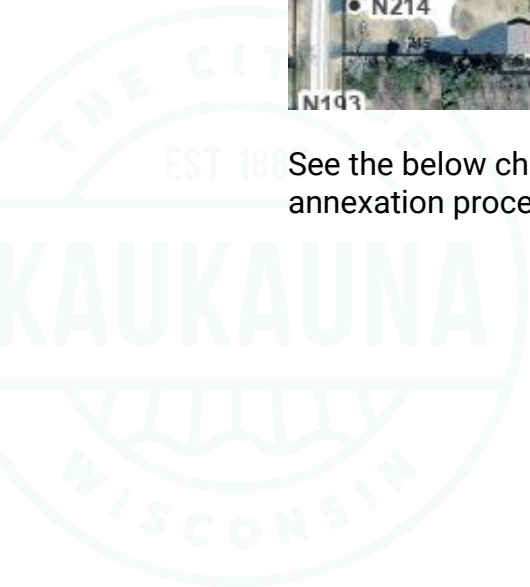
Verbeten Development Inc. has submitted an annexation request for unanimous annexation of parts of parcels 030062307 and 030063500 from the Town of Buchanan to the City of Kaukauna. The annexation request is for a total of 28.5993 acres. As it currently stands, the property would default to Residential Single-Family for zoning if the annexation is approved, which is compliant with the City's comprehensive plan. The property can be serviced with water and sewer by the City, and the request for annexation is being made to support a future neighborhood development.

Attached is the annexation petition for greater detail and below is a simple map showing the proposed annexation area.



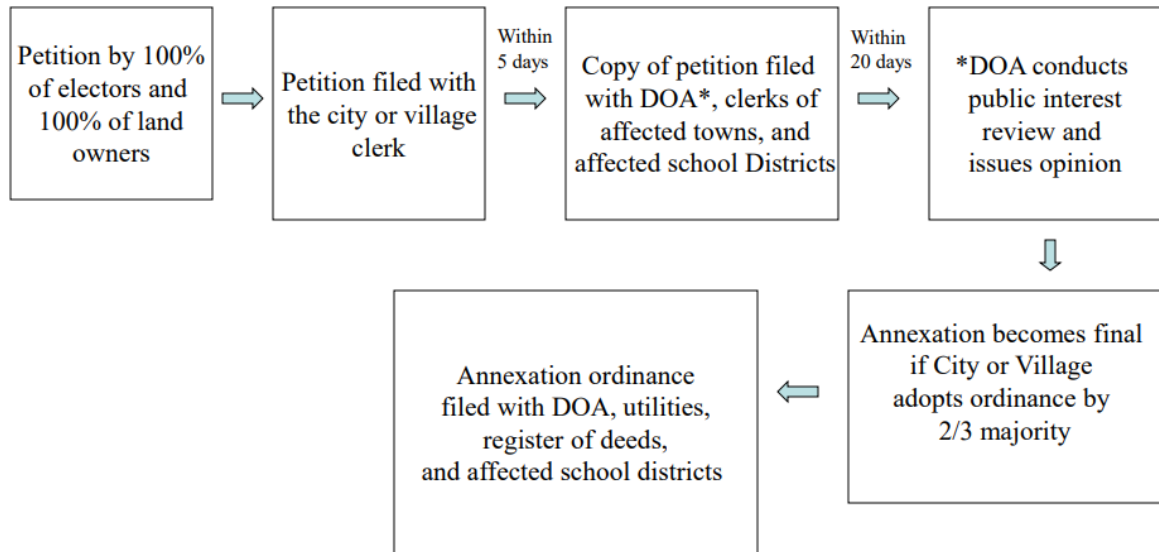


See the below chart and link for more information on the unanimous consent annexation process.



Process of a Unanimous Consent Annexation

See section [66.0217\(2\)](#) of the Wisconsin Statutes



*DOA involvement not applicable in counties with less than 50,000 persons

<https://doa.wi.gov/Pages/LocalGovtsGrants/Annexation.aspx>

Recommendation

Staff recommends approving Verbeten Development Inc.'s Petition for Unanimous Annexation from the Town of Buchanan to the City of Kaukauna to the Common Council.





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.

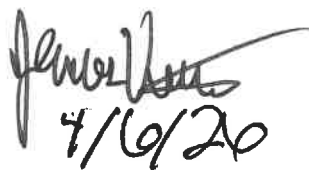
The attached map is in accordance with statutory requirements and is of a reasonable scale, showing the contiguous boundary with the City of Kaukauna of the territory to be annexed, and showing acreage and North arrow.

There are 0 residents residing within the territory under petition.

Signatures:

1. NAME OF PETITIONER: Verbeten Development Inc

SIGNATURE:



DATE:

7/6/20

2. NAME OF PETITIONER:

SIGNATURE:

DATE:

3. NAME OF PETITIONER:

SIGNATURE:

DATE:

4. NAME OF PETITIONER:

SIGNATURE:

DATE:

5. NAME OF PETITIONER:

SIGNATURE:

DATE:

6. NAME OF PETITIONER:

SIGNATURE:

DATE:

Additional Requirements: City of Kaukauna staff are able to assist you in map preparation to meet statutory regulations. Please contact us by email at jstephenson@kaukauna-wi.org or by phone at (920) 766-6315 to begin the annexation process.

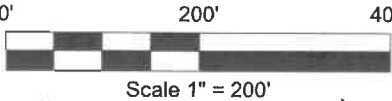
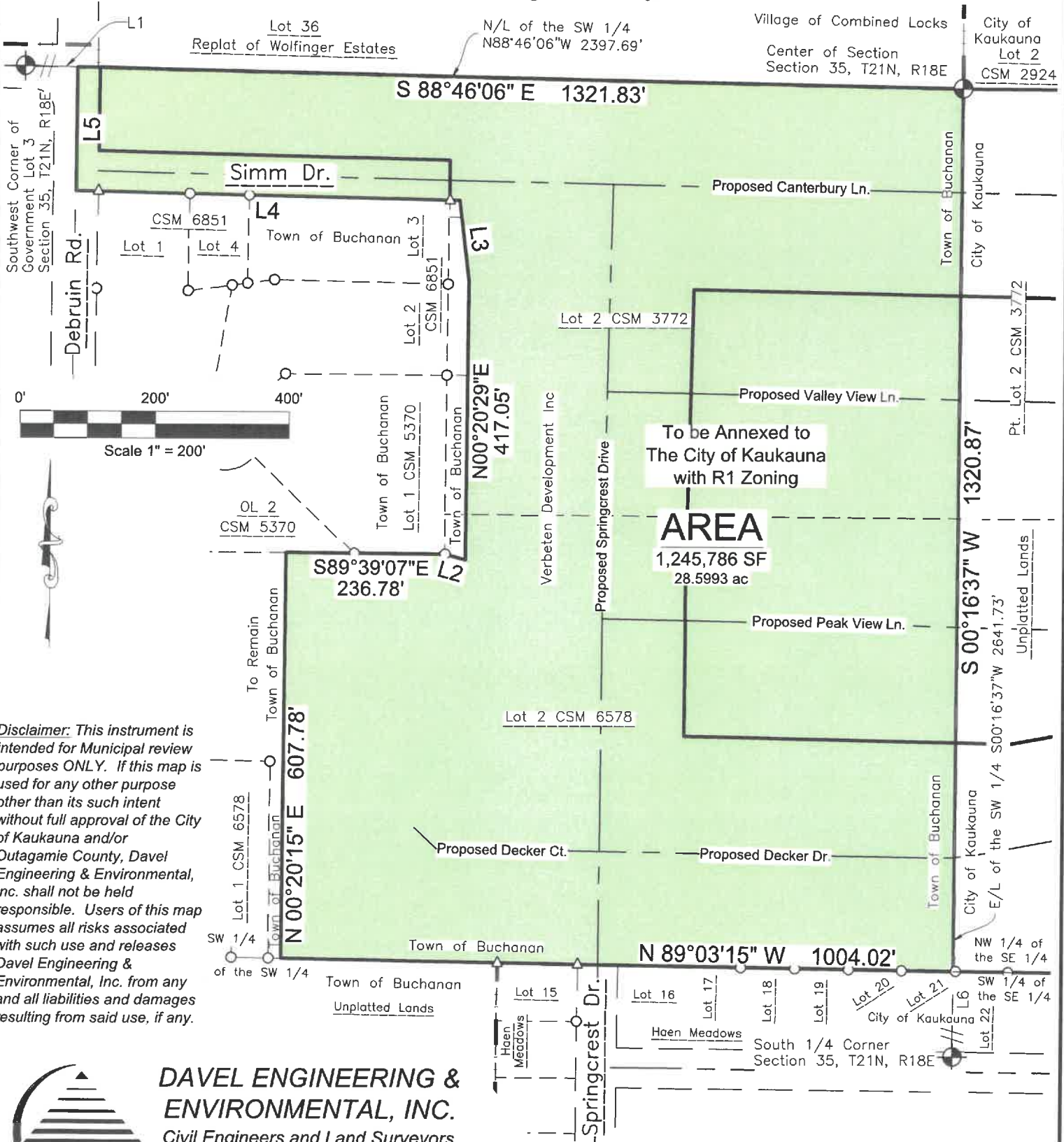
Fees: There are no locally assessed fees from the City of Kaukauna for annexation review, but the Wisconsin Department of Administration does assess fees for annexation.

Please Note: Annexation review and adoption requires 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.

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

Annexation Exhibit

Part of Lot 2, Certified Survey Map No. 6578 (Doc. 1972612); Part of Lot 2, Certified Survey Map No. 3772 (Doc. 1369982); and All of Simm Drive, Certified Survey Map No. 5369 (Doc. 1713455); Part of Debruin Road; All being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.



Disclaimer: This instrument is intended for Municipal 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.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
 Civil Engineers and Land Surveyors
 1164 Province Terrace, Menasha, WI 54952
 Ph: 920-991-1866
 www.davel.pro

File: 9254Annex.dwg
 Date: 03/30/2026
 Drafted By: scott
 Sheet: 1 of 2

Annexation Exhibit Description

High Pointe Meadows

City of Kaukauna, Outagamie County, WI

For: Tom Dercks

Parcel: 030062307 & 030063500

Current municipality: Town of Buchanan

To be annexed to : City of Kaukauna

Part of Lot 2, Certified Survey Map No. 6578 (Doc. 1972612); Part of Lot 2, Certified Survey Map No. 3772 (Doc. 1369982); and All of Simm Drive, Certified Survey Map No. 5369 (Doc. 1713455); Part of Debruin Road; All being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin; containing 1,245,786 Square Feet (28.5993 Acres) of land described as follows:

Commencing at the Southwest Corner of Government Lot 3 of Section 35, T21N, R18E; thence S88°46'06"E along the North line of the Southwest 1/4, 1075.87 feet to the Point of Beginning of the lands being Annexed to the City of Kaukauna; thence continuing along said North line, S88°46'06"E, 1321.83 feet to the Center of Said Section 35; thence S00°16'37"W, along the East line of of the Southwest 1/4, 1320.87 feet; thence N89°03'15"W, 1004.02 feet; thence N00°20'15"E, 607.78 feet; thence S89°39'07"E, 236.78 feet; thence S74°23'12"E, 31.35 feet; thence N00°20'29"E, 417.05 feet; thence N06°46'06"W, 121.15 feet; thence N88°46'06"W, 571.22 feet; thence N00°20'12"E, 185.18 feet to the Point of Beginning of the lands being Annexed to the City of Kaukauna.



Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

LINE TABLE		
Line	Bearing	Length
L1	N 88°46'06" W	1075.87'
L2	S 74°23'12" E	31.35'
L3	N 06°46'06" W	121.15'
L4	N 88°46'06" W	571.22'
L5	N 00°20'12" E	185.18'
L6	S 00°16'37" W	1320.87'



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors
1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866
www.davel.pro

File: 9254Annex.dwg
Date: 03/30/2026
Drafted By: scott
Sheet: 2 of 2



TONY EVERS

GOVERNOR

KATHY BLUMENFELD

SECRETARY

Municipal Boundary Review

PO Box 1645, Madison WI 53701

Voice (608) 261-6097 Fax (608) 264-6104

Email: wimunicipalboundaryreview@wi.govWeb: <http://doa.wi.gov/municipalboundaryreview>

April 30, 2026

PETITION FILE NO. 14842

KAYLA NESSMANN, CLERK
CITY OF KAUKAUNA
144 W SECOND STREET
KAUKAUNA, WI 54130-0890

CYNTHIA SIERACKI, CLERK
TOWN OF BUCHANAN
N178 COUNTY RD N
APPLETON, WI 54915-9459

Subject: VERBETEN DEVELOPMENT ANNEXATION

The proposed annexation submitted to our office on April 10, 2026, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the **CITY OF KAUKAUNA**, which is able to provide needed municipal services.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14842 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645.

The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2917>
Please call me at (608) 261-6097, should you have any questions concerning this annexation review.

Sincerely,

Bradley T. Vowels-KatterMunicipal Boundary Review – DOA
Direct (608) 261-6097bradley.vowelskatter@wisconsin.gov<http://doa.wi.gov/municipalboundaryreview>

cc: petitioner