

# PLAN COMMISSION

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



Thursday, October 20, 2022 at 4:00 PM

## AGENDA

1. Roll Call.
2. Approval of Minutes.
  - [a.](#) Approve Minutes from October 6, 2022 Meeting
3. New Business.
  - [a.](#) Site Plan Review – Bernatello's Pizza Waste Water Treatment Plant
  - [b.](#) Rezoning Request for 1302 Moon Ridge Court
  - [c.](#) Landscape Ordinance – Update
  - [d.](#) Disposition of City Land - Remnant Parcel - 122 Island Street
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, October 06, 2022 at 4:00 PM

## MINUTES

### 1. Roll Call.

Members Present: Avanzi, Feller, Thiele, DPW Neumeier, Mayor Penterman, PCDD Stephenson

Other(s) Present: AP Lily Paul, Jim Sehloff of Davel Engineering, Brian Roebke of the Times Villager

Member(s) Absent: Moore, Schoenike

A motion was made by Thiele to excuse the absent members. The motion was seconded by Avanzi. The motion passed unanimously.

### 2. Approval of Minutes.

- a. Approve Minutes from September 8, 2022 Meeting

Feller made a motion to approve the minutes from September 8, 2022 meeting. Motion seconded by Thiele. The motion passed unanimously.

### 3. Old Business

- a. Petition for Unanimous Annexation – Parcel(s) 030067904

The applicant has withdrawn his request.

*No action taken.*

### 4. New Business

- a. Park Donation Application Review – River Heights Condo Association

AP Paul presented a donation application for River Heights Condo Association, who wants to install stairs from their property leading down to the Nelson Heritage Trail. AP Paul was seeking advice on whether the stairs should stay private or make them public since they will be installed on city property. Another thing that was noted is the deed the railroad has on the trail property. Direction was given to AP Paul to discuss with the Condo Association that the stairs would have to be a public amenity, and an easement on the edge of their property would be put in place to give an outlet out to a sidewalk/street.

A motion was made by DPW Neumeier to table the item until AP Paul discussed with River Heights Condo Association a plan to create a public outlet. Thiele seconded the motion. The motion passed unanimously.

b. Ordinance Update – Landscaping

AP Paul presented updates to the landscaping ordinance that were requested to be added/changed. That language was creating a 5 foot buffer around public utilities so maintenance workers can access them easily. Also, reiterating that the landscape plans are at the discretion of the plan commission. There was further discussion whether the 5 foot buffer around public utilities was enough. A suggestion of 8 feet clearance from the front of the utilities was made. Another comment was made in regards to dumpster screening. The current language requires screening on three sides. A gate on the front of the dumpster should be added to the language.

*No action was taken.*

c. Preliminary Plat Review –Bluestem Meadows 3

AP Paul presented the Preliminary Plat for Bluestem Meadows 3. This was received from Davel Engineering. The plat shows extensions of existing roads which creates ample traffic flow within the subdivision. There are 59 Residential Single Family lots over 29.4 acres. Lots 67-70 are un-buildable until such time as the future Haas Road is dedicated and improvements are accepted by the City of Kaukauna. Utility and Drainage easements will be submitted with the Final Plat. Comments made were to eliminate the two portions of land between lots 98 & 99 and 102 & 103 and create two 20 foot wide access easements instead of the city owning the land. Temporary turn-around will need to be added, and a floodplain amendment will have to be approved by FEMA in the final plat.

A motion was made by Avanzi to approve the Bluestem Meadow 3 Preliminary Plat and recommend the same to council. Thiele seconded the motion. The motion carried unanimously.

d. Preliminary & Final Plat Review – Hurkman Heights 4

PCDD Stephenson reviewed the Hurkman Heights 4 Preliminary Plat which offers a new secondary exit from the subdivision: Golden Way. This offers better traffic circulation and relieves the safety concerns of a long cul-de-sac. For the purposes of construction, a temporary hammer head turnaround will be accepted at the end of Ben's Way.

A motion was made by DPW Neumeier to approve the preliminary plat for Hurkman Heights 4 with the following conditions:

- Outlot 1, the four (4) foot strip of land between Golden Way and Lot 72 will be deeded to Lot 72
- DNR Permitting is obtained for new road extension, Golden Way

Thiele seconded the motion. The motion passed unanimously.

5. Other Business.

*There was no other business.*

6. Adjourn.

Thiele made a motion to adjourn the meeting. Avanzi seconded the motion. Motion adjourned at 4:32 PM.





# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission  
From: Lily Paul, Associate Planner  
Date: October 12, 2022  
Re: Site Plan Review – Bernatello's Waste Water Treatment Plant

Bernatello's Pizza located at 1601 Hyland Ave, Kaukauna has submitted site plans for their Waste Water Treatment Plant (WWTP). This is an onsite facility to treat waste from production before being discharged into the City of Kaukauna sanitary sewer. This WWTP is currently an existing building on Bernatello's campus that will be relocated to the proposed location and refinished to completion.

### Site Plan Review

#### *Site/Architectural*

Front yard setback is being met, side yard setbacks are met, and rear yard setbacks are met in accordance with City Code Section 17.26(5) Industrial Park District. There is adequate parking for this facility. The façade will include a 4 foot tall decorative concrete masonry with corrugated metal siding. The decorative masonry will also span the length of the east side of the building. The existing building is currently white in color with red details.

#### *Landscape*

No landscape is being proposed.

#### *Lighting*

No additional lighting is being proposed.

#### *Stormwater*

Public Works Department will review the storm water and erosion control plans before approving permits.

### **Staff Recommendation:**

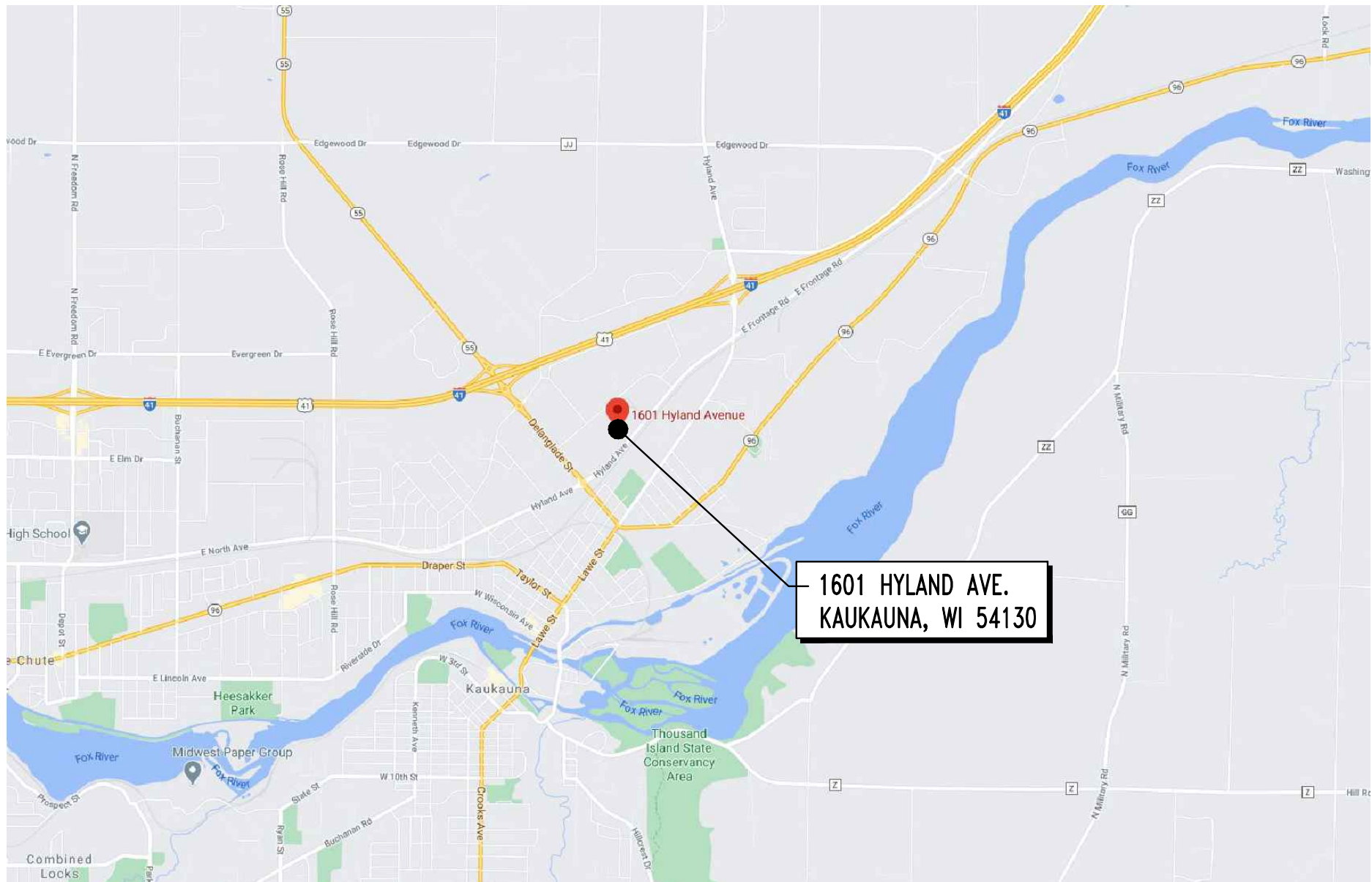
Approve the site plan for Bernatello's Waste Water Treatment Plant



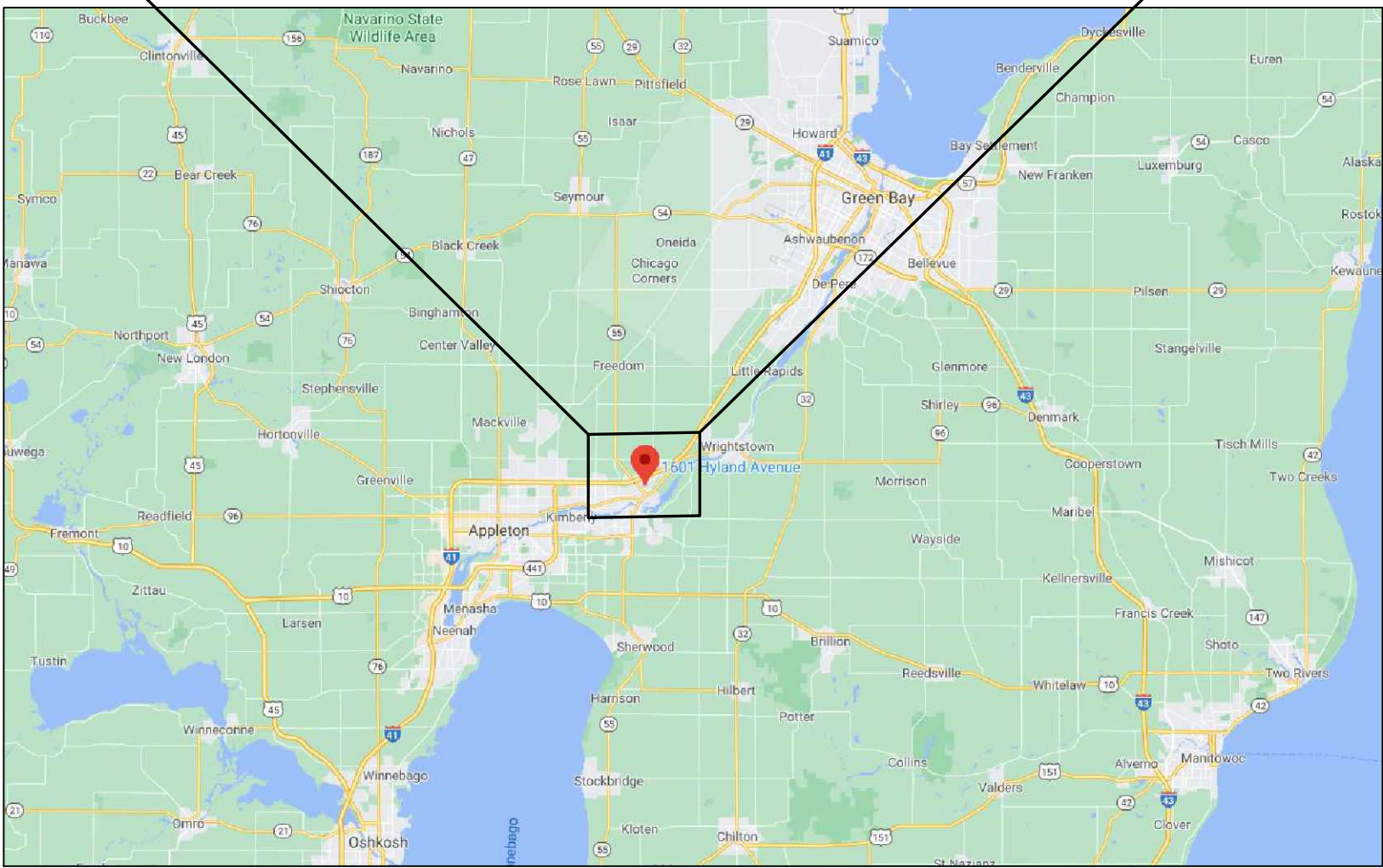
# BERNATELLO'S PIZZA

## WASTE WATER TREATMENT PLANT

### 1600 BADGER AVE, KAUKAUNA, WI 54130



**SITE LOCATION MAP**  
NOT TO SCALE



**SITE PROXIMITY MAP**  
NOT TO SCALE



**OVERALL SITE**  
NOT TO SCALE

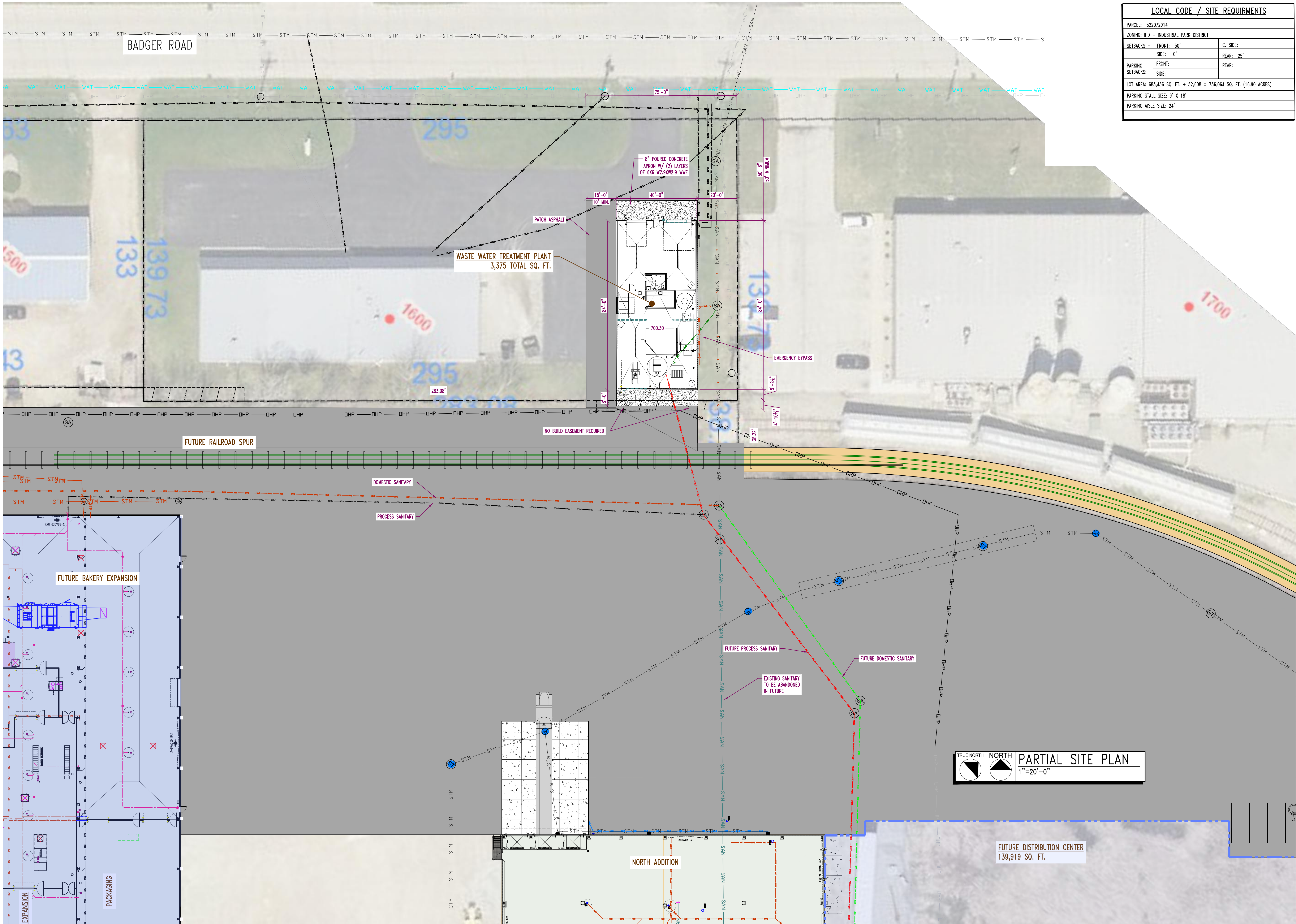
SHEET INDEX			
TS	SHEET INDEX, SYMBOLS KEY, SITE PLAN		
T2	PROPOSED SITE PLAN		
LS1	LIFE SAFETY PLAN		
A1	PROPOSED FLOOR PLAN, ROOF PLAN		
A3	EXTERIOR ELEVATIONS		
A4	BUILDING SECTION		
S1	STRUCTURAL NOTES & DETAILS, FOUNDATION PLAN		

SYMBOLS		PROJECT SCOPE:	
	DIRECTION SECTION IS CUT	<ul style="list-style-type: none"><li>RELOCATING EXISTING STORAGE SHED FROM NORTHWEST CORNER OF EXISTING BERNATELLO'S LOT TO THE SOUTHWEST</li><li>POUR NEW CONCRETE FOOTINGS &amp; FROST WALLS</li><li>INSTALL RELOCATED STRUCTURE ON NEW FOUNDATION WALL 16" ABOVE GROUND LEVEL FOR A HIGHER INTERIOR CLEAR SPACE</li><li>SOME OVERHEAD DOORS TO BE INCREASED IN SIZE</li><li>PART OF THE BUILDING TO BE USED AS WASTE WATER TREATMENT PLANT FOR BERNATELLO'S PROCESS WASTE</li></ul>	
	GRID LINE DESIGNATION		
	FINISH FLOOR ELEV. 100'-0"		
	ROOM NAME AND NUMBER		
	DOOR TAG		
	WINDOW TAG		
	ELEVATION NUMBER		
	DETAIL NUMBER		




PLAN DEVELOPMENT LOG		
SET DESCRIPTION	DATE	PAGES INVOLVED WITH PLAN DEVELOPMENT SET
PLAN DEVELOPMENT SET #1	4-29-21	TS, C1, A1, A2
PLAN DEVELOPMENT SET #2	5-13-21	TS, C1, A1, A2
PLAN DEVELOPMENT SET #3	8-30-21	TS, C1, A1, A3, A4
PLAN DEVELOPMENT SET #4	10-1-21	TS, C1, A1, A3, A4
PLAN DEVELOPMENT SET #5	10-12-21	TS, C1, A1, A3, A4, S1
PLAN DEVELOPMENT SET #6 (STATE)	9-19-22	TS, T2, LS1, A1, A3, A4, S1





LOCAL CODE / SITE REQUIREMENTS			
PARCEL: 322072914			
ZONING: IPD - INDUSTRIAL PARK DISTRICT			
SETBACKS -		FRONT: 50'	C. SIDE:
		SIDE: 10'	REAR: 25'
PARKING SETBACKS:	FRONT:		REAR:
	SIDE:		
LOT AREA: 683,456 SQ. FT. + 52,608 = 736,064 SQ. FT. (16.90 ACRES)			
PARKING STALL SIZE: 9' x 18'			
PARKING AISLE SIZE: 24'			

DESIGN / BUILD  
GENERAL CONTRACTION  
STEEL FABRICATION



CONSTRUCTION, INC.  
Established 1976

9351 Iear Road, Seymour, WI 54165 / T-920.833.2158 / F-920.833.6465 / www.schuhconstruction.com

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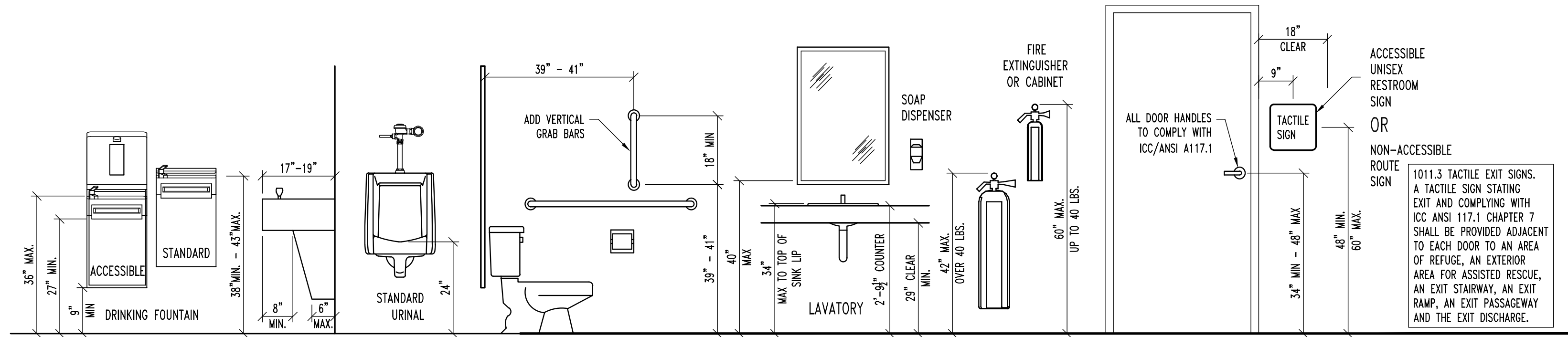
PROJECT:  
BERNATELLO'S PIZZA  
WASTE WATER TREATMENT PLANT

1600 BADGER AVE.  
KAUKAUNA, WI 54130

PROJECT NO.:  
22-023

SHEET NO.:  
T2





### ACCESSIBLE FIXTURE MOUNTING HEIGHTS

1/2" = 1'-0"

CHEMICAL STORED ON SITE IS A WATER TREATMENT  
POLYMER NAME "IMPACT 2357"  
THIS MATERIAL IS NOT HAZARDOUS PER IBC  
AND THERE WILL BE ABOUT 3,000 GALLONS ON SITE

### BUILDING 1 PROPOSED BUILDING BUILDING TYPE VB (3,375 SQ. FT.)

OCCUPANCY - F1/S1  
WWTP / STORAGE

Table 503 (S1) =  
8,500 SQ. FT.

8,500 SQ. FT. > 3,375 SQ. FT.

BUILDING AREA OK

### BUILDING CODE REQUIREMENTS

#### BUILDING TYPE / SIZE REQUIREMENTS

BUILDING OCCUPANCY CHAPTER 3 = (F-1) MODERATE HAZARD FACTORY  
(S-1) MODERATE HAZARD STORAGE  
CLASS OF CONSTRUCTION = VB ANY ALLOWABLE MATERIAL

#### BUILDING HEIGHT LIMITATIONS

BUILDING HEIGHT O.K. (40' ALLOWABLE)

#### BUILDING AREA LIMITATIONS

TABLE 503 AREA - (F-1) 1,870 SQ. FT.  
TOTAL ALLOWABLE AREA 8,500 SQ. FT.  
8,500 SQ. FT. > 3,375 SQ. FT. AREA OK

#### AUTOMATIC SPRINKLER SYSTEMS:

NO SPRINKLING REQUIRED (AS PER 903.2)  
FIRE AREA < 12,000 SQ. FT.

#### FIRE RESISTANCE CONSTRUCTION

GREATER THAN 10'-0" FIRE SEPARATION DISTANCE  
NO EXTERIOR WALL RATING REQUIRED

#### EGRESS LIGHTING

EXIT LIGHTS REQUIRED PER 1008.2  
MEANS OF EGRESS ILLUMINATION TO BE PROVIDED PER 1006  
= MIN 1 FOOT CANDLE AVE  
EMERGENCY POWER SHALL BE PROVIDED PER 1008.3.5

#### BUILDING ACCESS / EGRESS INFORMATION

(F-1) 1,996 / 300 SQ. FT. PER OCCUPANT = 7 OCCUPANTS  
BUILDING IS MAINLY UNOCCUPIED AS IT WILL BE FOR WASTE WATER TREATMENT  
(S-1) 1,409 / 500 SQ. FT. PER OCCUPANT = 3 OCCUPANTS  
EXIT WIDTH PER OCCUPANT - 0.3" PER OCC. STAIRS / 0.2" PER OCC. OTHER  
TOTAL EXIT WIDTH REQUIRED - 2 TOTAL EXITS (MIN)  
COMMON PATH OF EGRESS - GROUP F-1 = 75'-0" PER 1006.3.1  
GROUP S-1 = 100'-0" PER 1006.3.1  
EXIT ACCESS DISTANCE - GROUP F-1 = 200'-0" PER 1017.2 (W/OUT SPRINKLER)  
GROUP S-1 = 200'-0" PER 1017.2 (W/OUT SPRINKLER)

#### SANITARY FACILITIES - PER OCCUPANCY

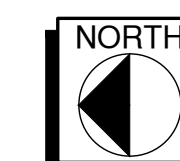
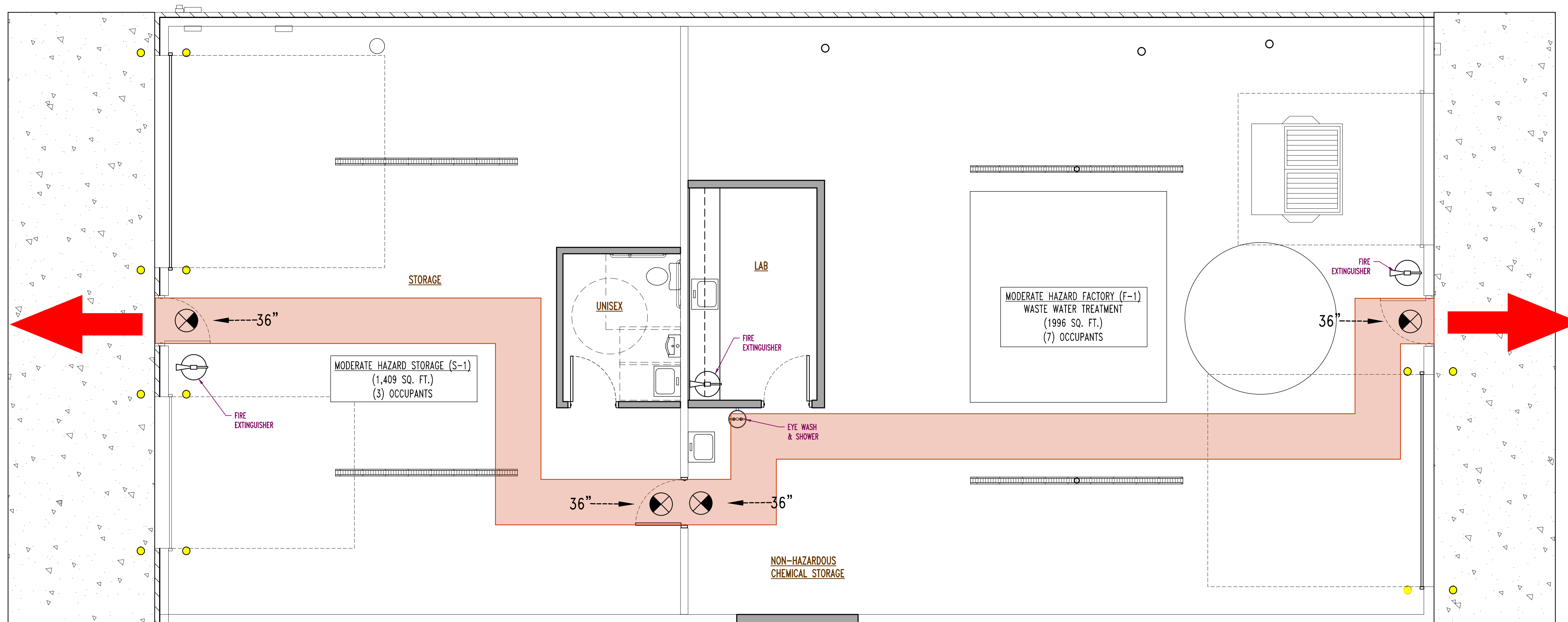
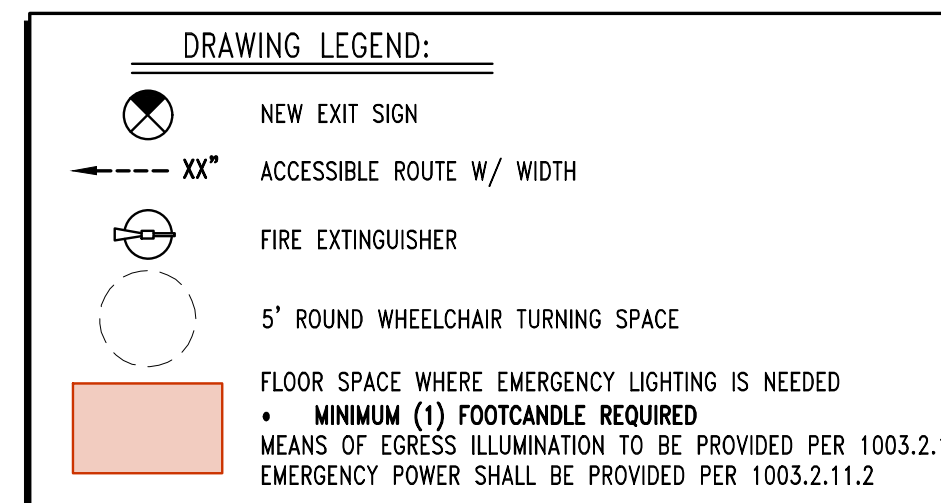
(1) UNISEX PROVIDED (MAX OCCUPANCY OF 10)

#### FIRE EXTINGUISHERS

TYPE OF BUILDING HAZARD - MODERATE  
TYPE OF EXTINGUISHER REQUIRED - ABC  
MAXIMUM TRAVEL DISTANCE - 75'  
NUMBER OF EXTINGUISHERS REQUIRED - (3) LOCATION  
TO BE VERIFIED AT TIME OF INSTALLATION

#### ACCESSIBILITY

PER 1109 (13)(A) CONTROLS, OPERATING MECHANISMS AND HARDWARE INTENDED FOR OPERATION BY THE OCCUPANT, INCLUDING SWITCHES THAT CONTROL LIGHTING AND VENTILATION, AND ELECTRICAL CONVENIENCE OUTLETS, IN ACCESSIBLE SPACES SHALL BE ACCESSIBLE IN COMPLIANCE WITH ICC/ANSI A117.1



LIFE SAFETY PLAN  
1/4" = 1'-0"

DESIGN / BUILD  
GENERAL CONTRACTOR  
STEEL FABRICATION  
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PROJECT:  
**BERNATELLO'S PIZZA  
WASTE WATER TREATMENT PLANT**

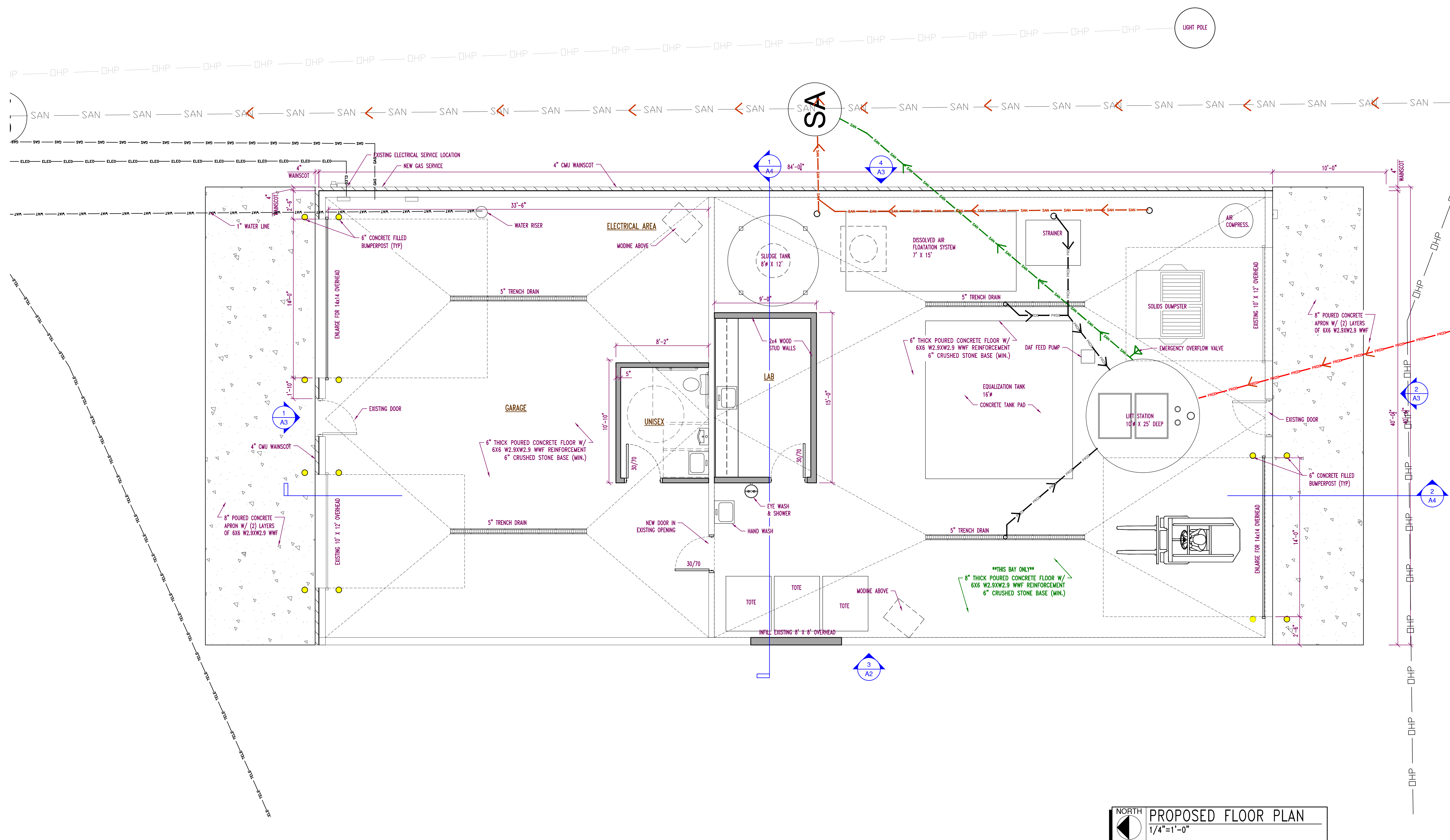
1601 HYLAND AVE.  
KAUKAUNA, WI 54130

PROJECT NO.:

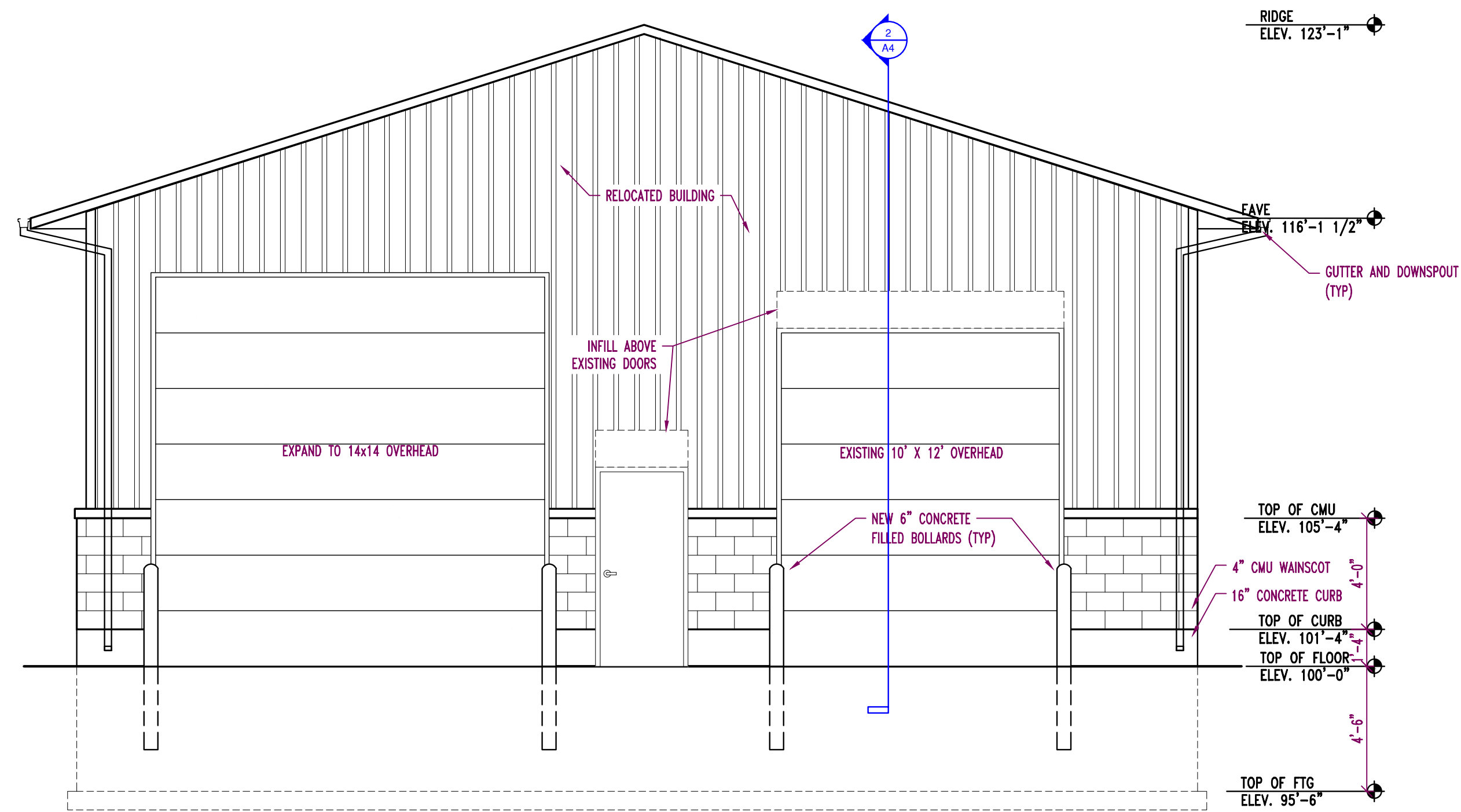
**22-023**

SHEET NO.:

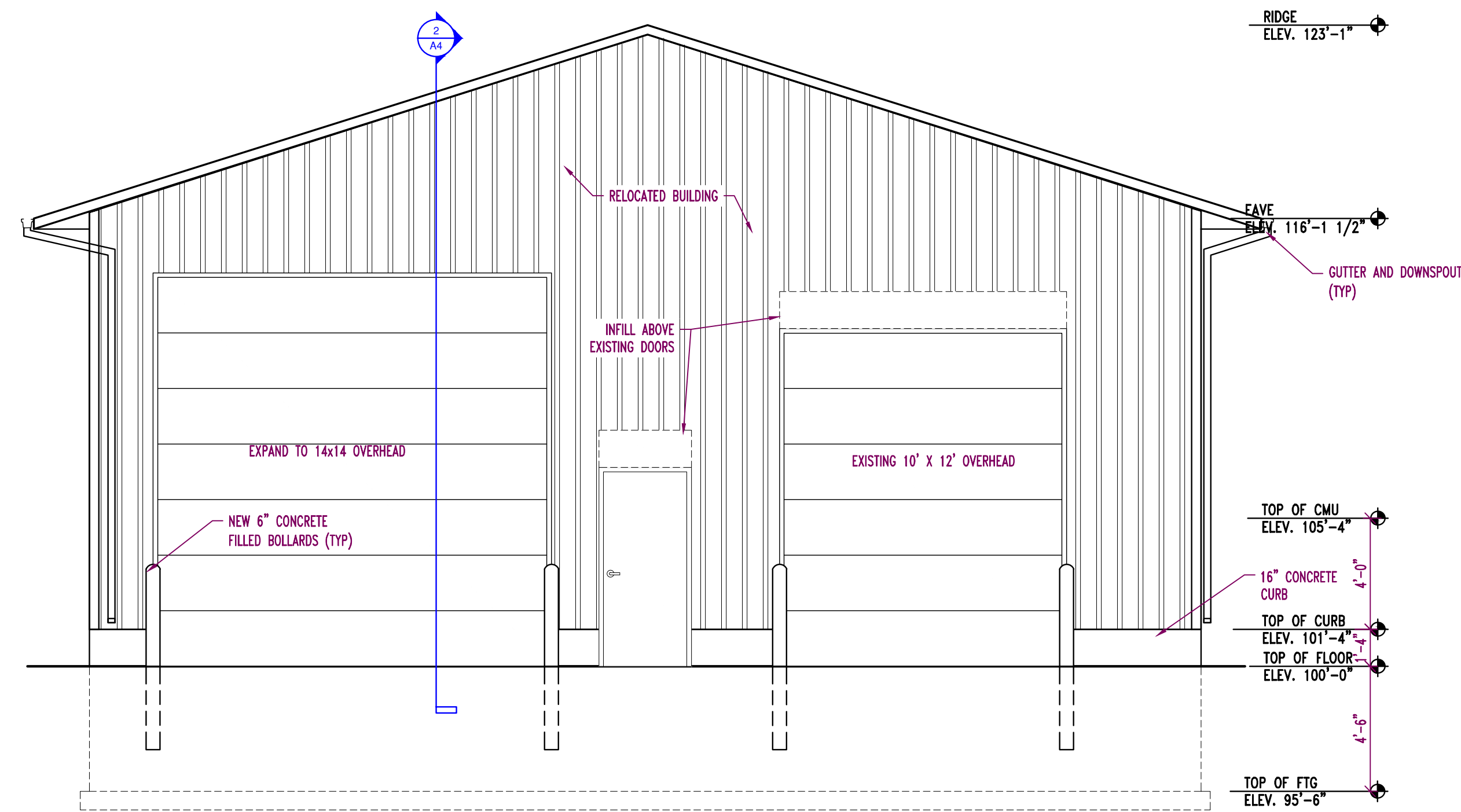
**LS1**



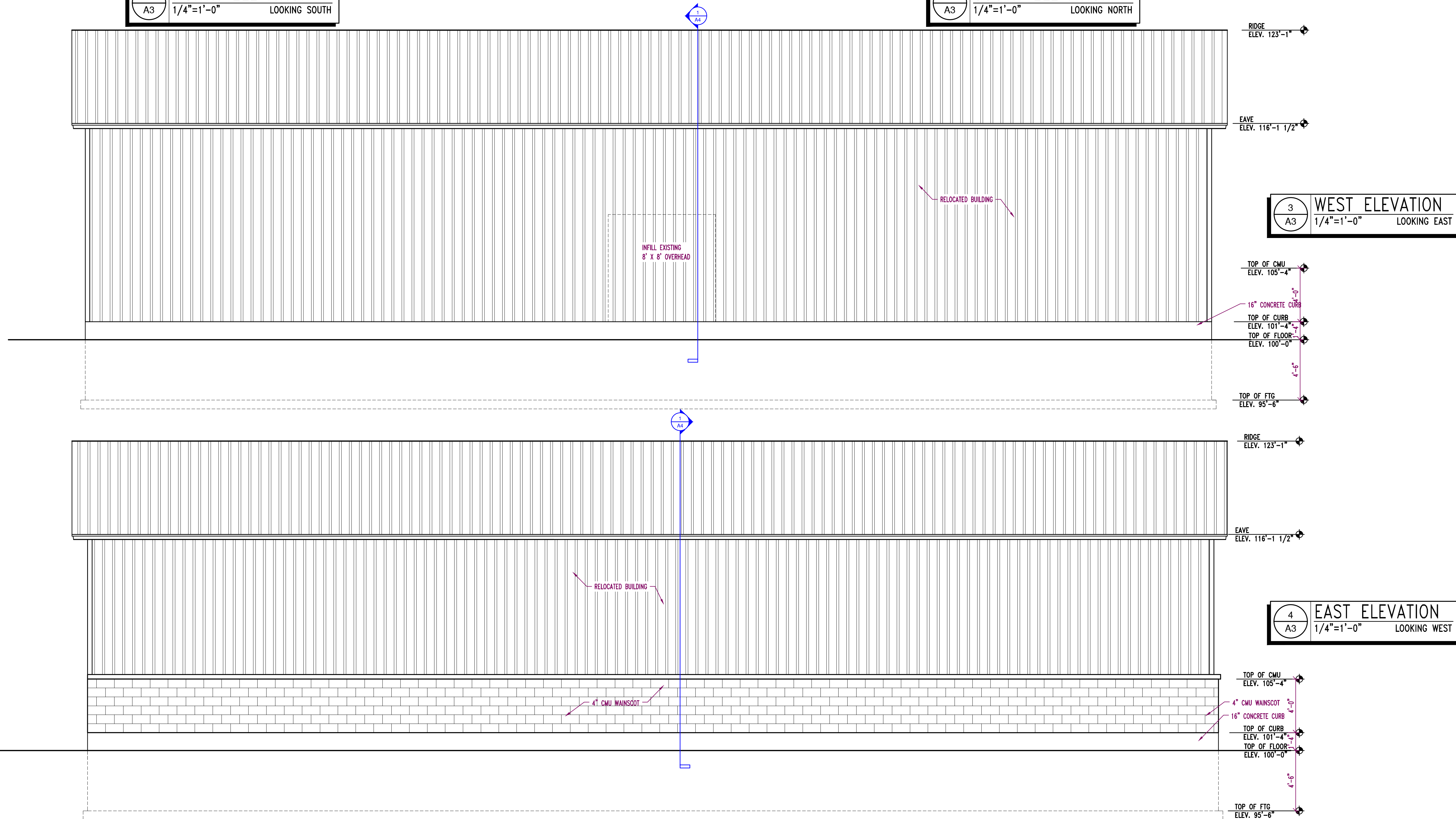




1 NORTH ELEVATION  
A3  
1/4"=1'-0" LOOKING SOUTH

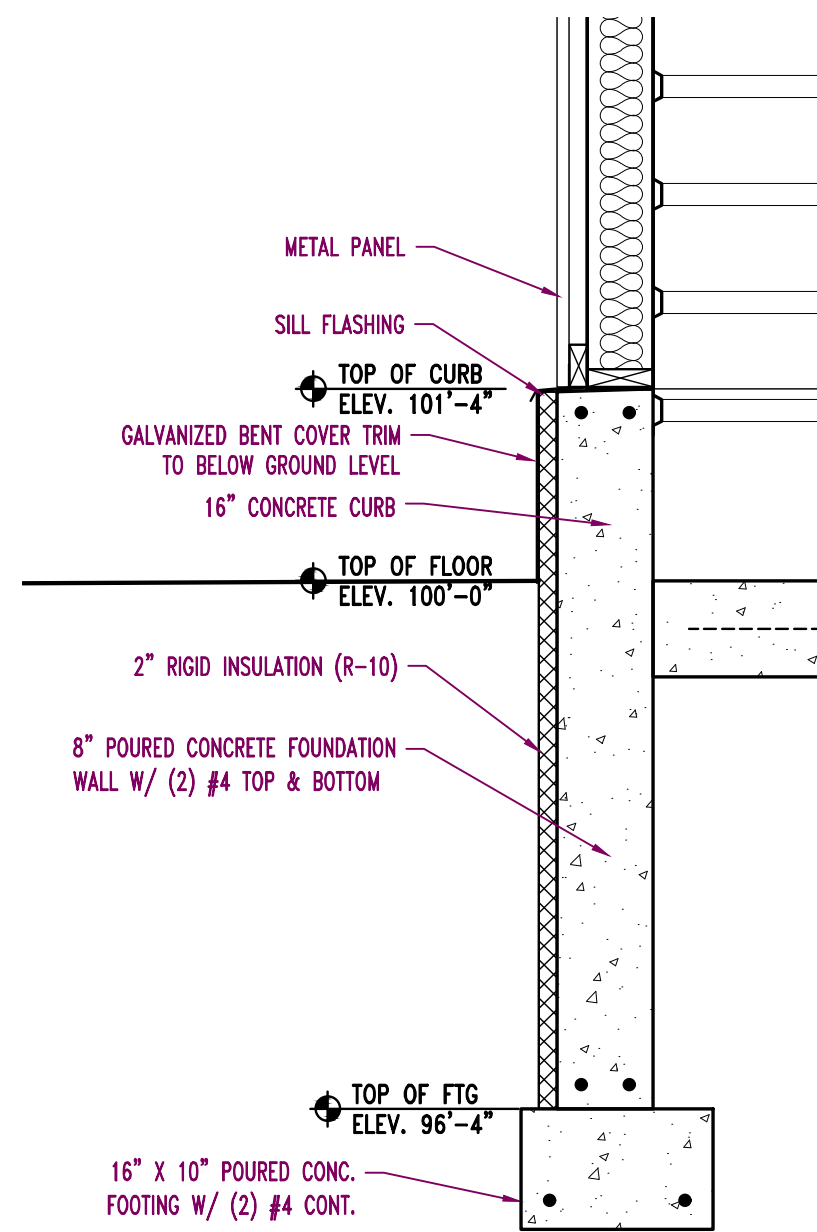


2 SOUTH ELEVATION  
A3  
1/4"=1'-0" LOOKING NORTH

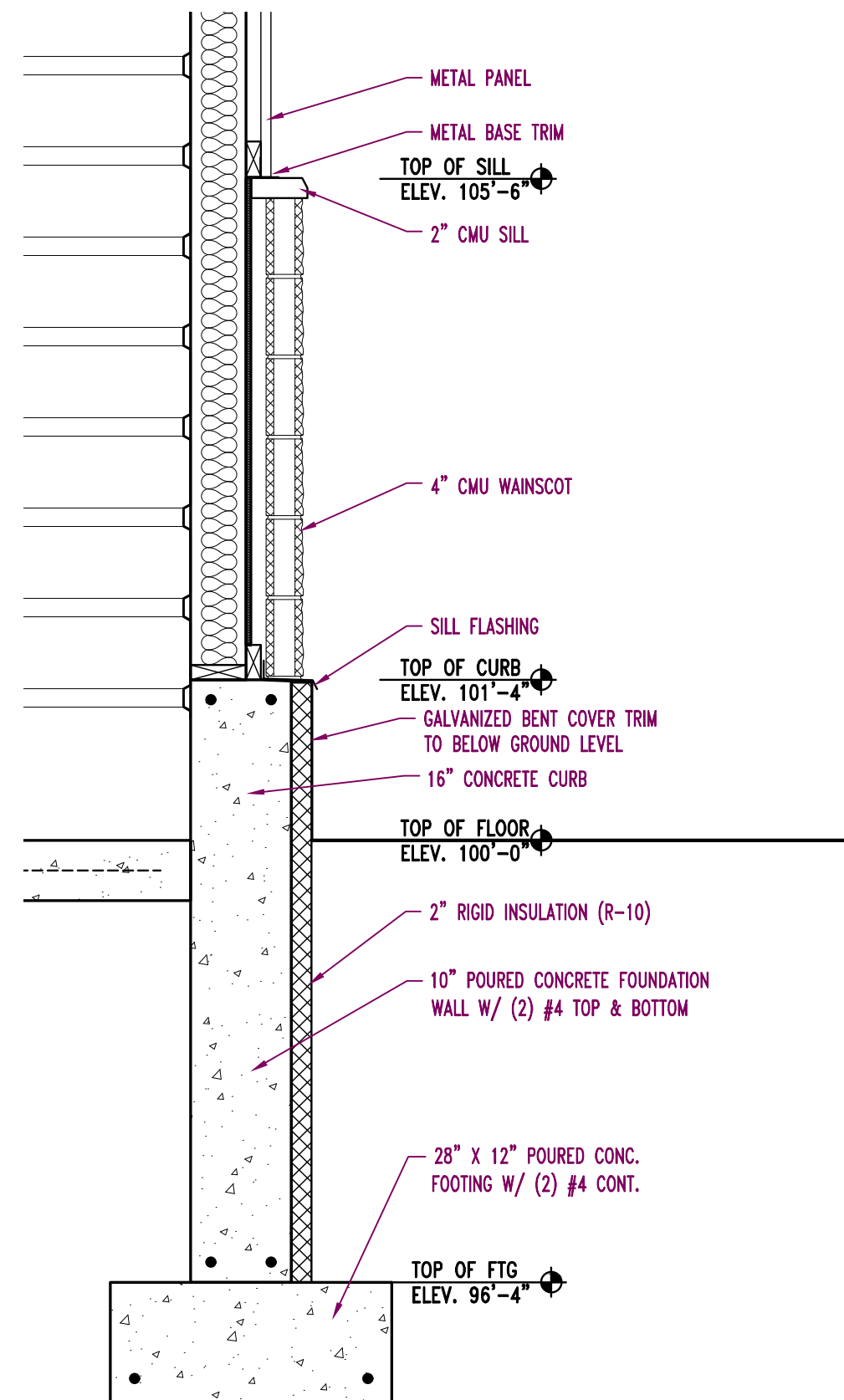


3 WEST ELEVATION  
A3  
1/4"=1'-0" LOOKING EAST

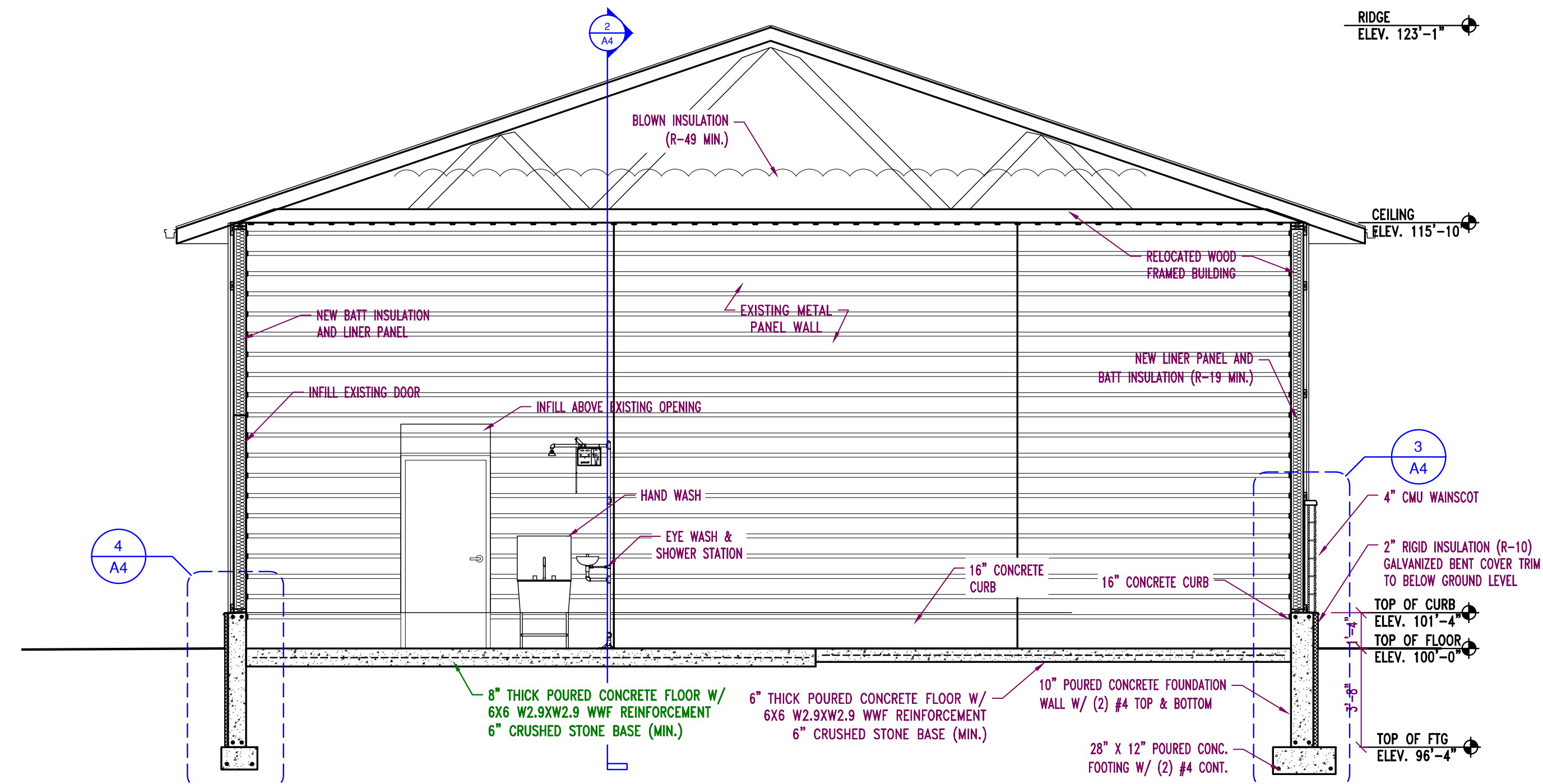
4 EAST ELEVATION  
A3  
1/4"=1'-0" LOOKING WEST



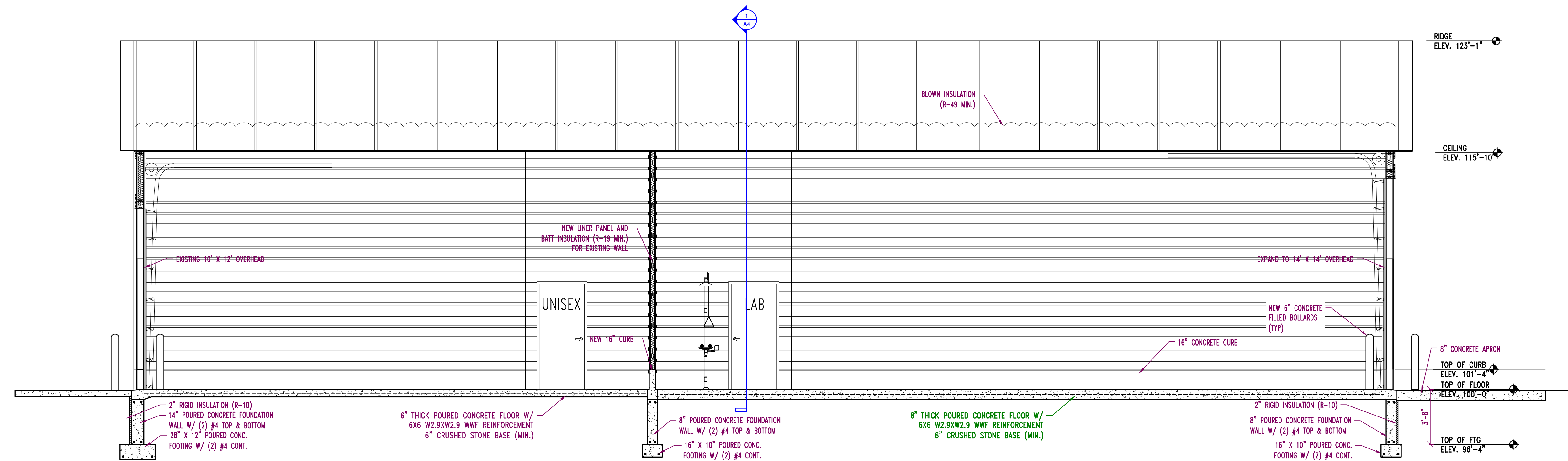
4  
A4  
WALL SECTION  
1/2"=1'-0"



3  
A4  
WALL SECTION  
3/4"=1'-0"



1  
A4  
BUILDING SECTION  
1/4"=1'-0"



2  
A4  
BUILDING SECTION  
1/4"=1'-0"









# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission  
From: Lily Paul, Associate Planner  
Date: October 14, 2022  
Re: Rezoning Request – Parcel 323246200 - 1302 Moon Ridge Court

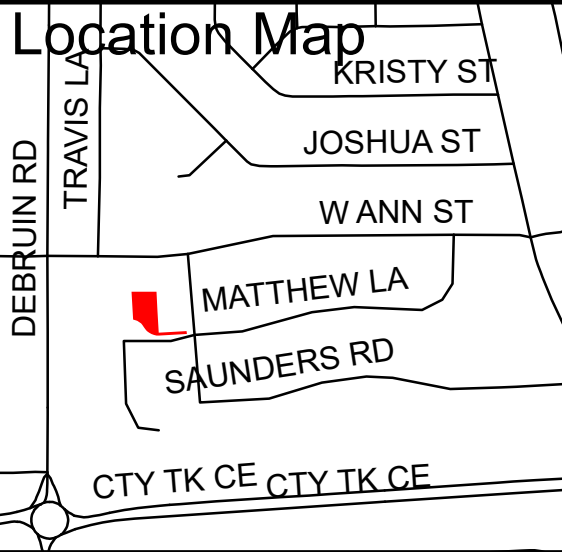
Joshua and Katie Dalke, on behalf of owner Keith Oudenhoven, are requesting to rezone parcel 323246200, located at 1302 Moon Ridge Court from Residential Single-Family (RSF) to Residential Two-Family (RTF). The lot is 0.43 acres and vacant. It has been on the market for over 100 days with no action. The Dalke's are currently in the process of purchasing this vacant lot and are hoping to build a duplex on the lot to live in and rent out the other side. Additional water and sewer laterals will need to be installed to the property per City Code 17.18(4). The Dalke's are aware of the RTF requirements to make the property conforming to City Code.

The location of this parcel is surrounded by both RSF and RTF. Creating affordable housing is very encouraging. This zoning change is compatible with the City of Kaukauna's Comprehensive Plan. Please see attached map for surrounding zoning and location reference.

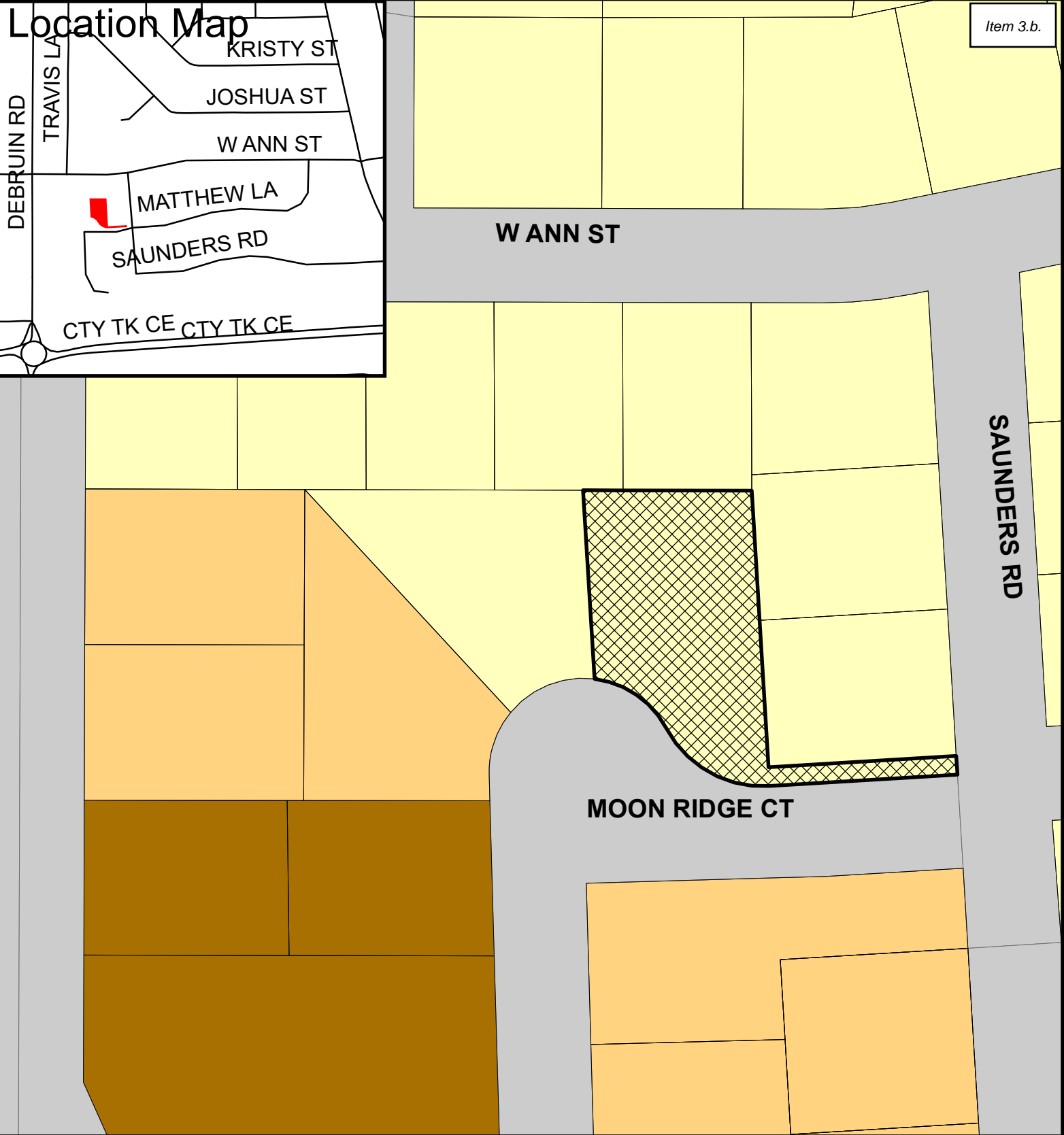
**Staff Recommendation:**

Approve the rezoning of parcel 323246200, located at 1302 Moon Ridge Court, from Residential Single-Family (RSF) to Residential Two-Family (RTF) and recommend the same to council.

# Location Map






Item 3.b.



## Legend

 PROPOSED REZONE SITE

## Existing Zoning

-  RESIDENTIAL MULTI-FAMILY
-  RESIDENTIAL SINGLE-FAMILY
-  RESIDENTIAL TWO-FAMILY

## Rezone Request - 1302 Moon Ridge Court

N



## 17.52 Landscaping Requirements

1. *Intent.* This section is intended to establish landscaping requirements that promote compatible development; stabilized property values; foster the attractiveness and functional utility of the community as a place to live and work; preserve the character and quality of the built and natural environment by maintaining the integrity of those areas which have a discernible character; protect certain public and private investments in the area; and raise the level of community expectations for the quality of its environment.
  - a. *The following definitions shall apply to this section:*
    - i. Shrub: a woody perennial plant which produces several basal shoots at or near the ground.
    - ii. Tree: a tall woody perennial plant with a single trunk or stem at or near the base.
2. *Landscape Plan Requirements:*
  - a. *Landscape Plan Submittals.* A landscape plan (to scale) must be submitted. It shall include details of all proposed landscaping, buffering, and screening, including the estimated costs. The landscape plan shall show the location and dimensions of all existing and proposed structures, parking, drives, rights-of-way, and any other permanent features, and the following landscape information:
    - i. A plant list and a coverage chart showing the location, quantity, size (at time of planting), spacing, and common names of all landscape materials used.
  - b. *Applicability.* No structure and no building shall be erected, constructed, reconstructed, moved, enlarged, or more than 50 percent of façade is altered until a landscape plan is approved by the Director of Community Development, or designee.
  - c. *Application.* Landscaping is required in Commercial, Industrial, Institutional and Multi-family Uses. The area or length of each, as required in this Ordinance, shall be measured to determine the amount of landscaping required.
    - i. In any case where plantings are placed within an easement, an Application shall be required and submitted to the Community Development Department for review and approval.
3. *Landscaping Maintenance*
  - a. All landscaping shall be maintained and in good order. Dead plantings shall be removed and replaced within 30 days. In cases where plantings can't be established in 30 days, an appropriate timeline shall be approved by the Community Development department designee.
4. *Commercial, Institutional and Multifamily Use Landscaping*
  - a. At least one canopy tree, not less than 1.5-inch caliper shall be provided for every 75 linear feet within the front yard setback adjacent to the street. Points of ingress and egress shall not be included in this calculation.
  - b. For every five (5) linear feet of building street frontage one (1) shrub shall be placed on the site. Every five (5) square feet of landscaped area that includes decorative grasses and/or flowers can be substituted for one (1) shrub.

5. Industrial Use Landscaping
  - a. At least one canopy tree, not less than 1.5-inch caliper shall be provided for every 100 linear feet of street frontage. 50 percent of the trees must be planted within the front yard setback adjacent to the street. Point of ingress and egress shall not be included in this calculation.
6. Commercial Core District Landscaping
  - a. At least 1 planting shall be provided for every 75 linear feet within the front yard setback adjacent to the street. Planting can be any of the following:
    - i. Trees, shrubs, five square feet of landscaped area that includes decorative grasses or flowers, or decorative planter approved by the Community Development department designee.
    - ii. A minimum of two plantings shall be provided per site regardless of linear frontage.
    - iii. Plantings adjacent to the site within public right of way, maintained by the building owner or designee, may count towards the requirement of this section, upon approval by the Planning and Public Works Department.
7. Mechanical Equipment and Dumpster Screening
  - a. No dumpster or ground mounted mechanical equipment shall not be in the front yard setback.
  - b. All dumpsters shall be 100% screened on three sides with a fence, vegetation, or combination of the two; the fourth side being a gated entrance.
  - c. All effort shall be made to screen private ground mounted mechanical equipment from public right of ways. This excludes public utilities.
  - d. An eight-foot (8') clearance must be maintained in front of all public utilities.
8. *Landscaped buffer. The use of properly planted and maintained buffer areas may reduce and ease potential incompatibility between and among different uses of land in proximity to each other.* All commercial, institutional, industrial, and multi-family uses, adjacent to single or two-family residential uses, shall include a buffer yard on all sides that immediately abut the single or two-family residential use.
  - a. *Landscape Buffer Requirements. Where these regulations require a landscaped buffer area, the following requirements shall be met:*
    - i. The landscaped buffer area shall not be less than eight feet in width measured at right angles to property lines and shall be established along the entire length of and contiguous to the designated property line.
    - ii. The area shall be so designed, planted, and maintained as to be 75 percent or more opaque between two feet and six feet above average ground level when viewed horizontally.
    - iii. Types and numbers of plantings for landscaped buffers shall be submitted with application for a building permit or special exception, along with plans and statements demonstrating how the buffer will be maintained in the future.
    - iv. Plantings shall be of a size and type which will ensure the meeting of the 75 percent opacity requirement within no longer than 12 months of the date of the first planting.
    - v. Failure to maintain the landscaped buffer area as set out above shall be a violation of this chapter.

- b. *Substitution for landscaped buffer area.* Except when otherwise specifically provided by this chapter, a six feet high opaque structure set in a six feet wide landscaped buffer area may be substituted for the six feet high planted buffer above. If such opaque structure is of nonliving material, for each ten feet thereof, an average of one shrub or vine shall be planted abutting such barrier but need not be spaced ten feet apart. Such shrubs or vines shall be planted along the outside of such barrier unless they are of sufficient height at the time of planting to be readily visible over the top of such barrier. The remainder of the required landscaped areas shall be landscaped with grass, ground cover, or other landscaping.
- c. *Sight distance.* When an accessway intersects a public right-of-way, all landscaping or structures shall provide unobstructed cross-visibility at a level between 2 1/2 feet and six feet within the areas of property on both sides of the accessway formed by the intersection of each side of the accessway and public right-of-way lines with two sides of each triangle being ten feet in length from the point of intersection and the third side being a line connecting the ends of the two other sides. No structure or landscaping, except required grass or ground cover, shall be located closer than three feet from the edge of any accessway pavement.

NOTE: Remove all reference to Section 17.32 (10) within the zoning district sections.

**City of Kaukauna  
Plan Commission**

**October 20, 2022**

jn/engr dept

**Agenda Item**

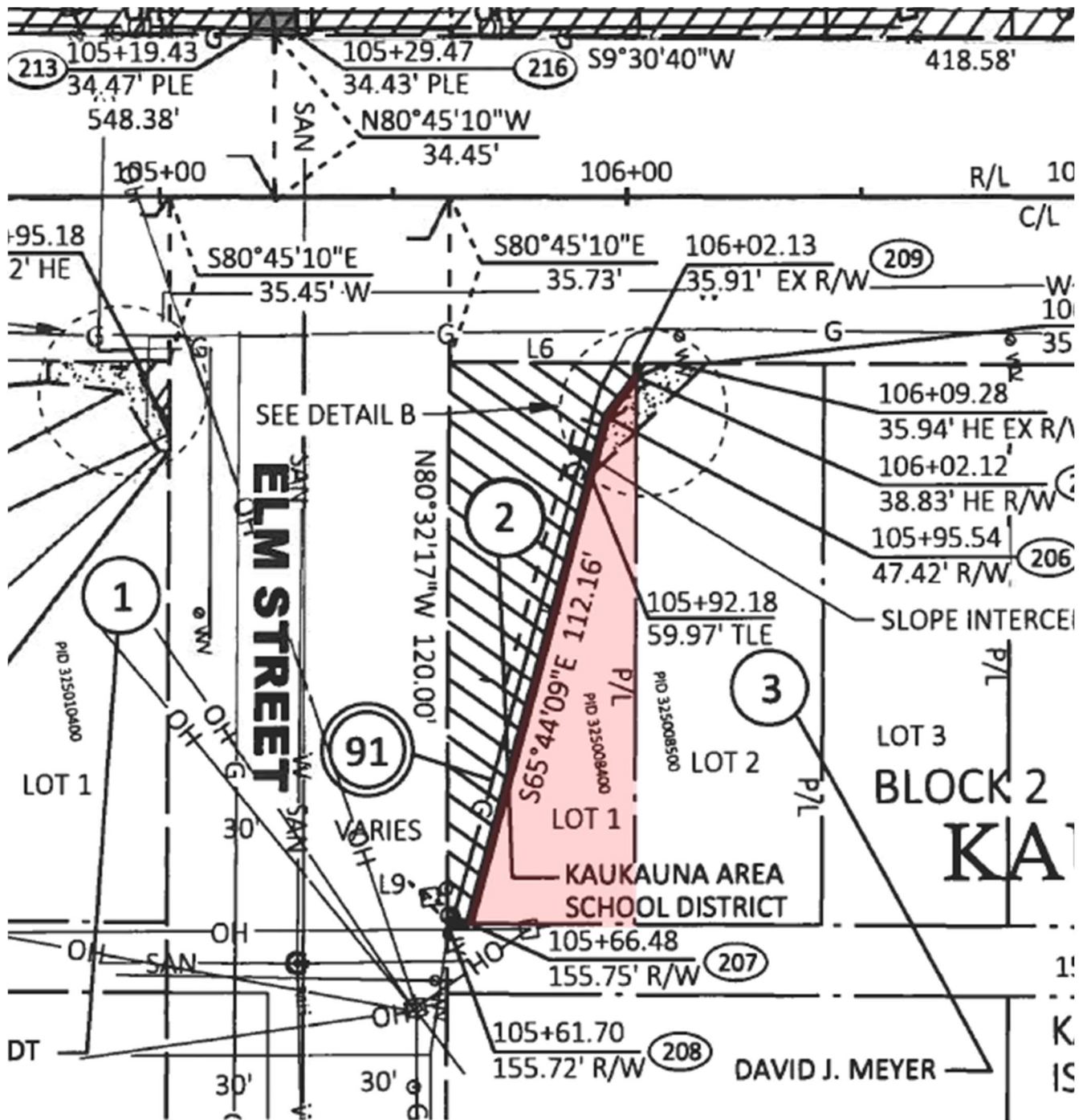
**Disposition of City Land – Remnant Parcel – 122 Island Street**

**Background**

Due to the dedication of right-of-way and re-alignment of the Island/Elm intersection from a 2022 City project, there is a remnant parcel owned by the City shown on the attached sketches. Director of Public Works does not believe that any use of this parcel is needed by the City. Considering the maintenance of mowing, shoveling, repair/replacement of walks and streets, it would be advantageous for the City to transfer the remnant parcel to the abutting property owner.

**Staff Recommended Action**

**Motion to direct staff to prepare documents including a survey and deed to transfer the remnant of parcel 325008400 also known as Lot 1 Block 2 Kaukauna Island Plat to the adjacent property owner and to recommend the transfer of the same to City Council.**



FD



