

# PLAN COMMISSION

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



Thursday, April 18, 2024 at 4:00 PM

## AGENDA

### In-Person.

1. Roll Call.
2. Approval of Minutes.
  - a. Approve Minutes from March 21, 2024 meeting
3. Public Hearing.
  - a. Public Hearing - Special Exception to allow community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i) pursuant to Section 17.19(3) of City of Kaukauna Code of Ordinances; 154 Plank Road
  - b. Public Hearing - Special Exception to allow community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i) pursuant to Section 17.19(3) of City of Kaukauna Code of Ordinances; 194 Plank Road
4. New Business.
  - a. Special Exception Request - 154 Plank Road
  - b. Special Exception Request - 194 Plank Road
  - c. Ordinance Discussion - Shipping Containers
  - d. Site Plan Review - Packerland Home Improvement - 2204 Tower Drive; Parcel 322092503
  - e. Certified Survey Map Review - St. Paul Elder Services; Parcels 324034000, 324034100, 324034300, 324034400, 324043200
  - f. Rezone Request - St. Paul Elder Services; Parcels 324034000, 324034100, 324034300, 324034400
  - g. Letter of Support - 2024 Inflation Reduction Act Urban Forestry Grant
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, March 21, 2024 at 4:00 PM

## MINUTES

### In-Person.

1. Roll Call.

Members present: Michael Avanzi, Giovanna Feller, Building Inspector Brett Jensen, John Moore, Director of Public Works John Neumeier, Mayor Tony Penterman, Ken Schoenike, Pennie Thiele

Other(s) present: Planning and Community Development Director Dave Kittel, Associate Planner Lily Paul, Scott Anderson – Davel Engineering, Tom Vandeyacht

2. Approval of Minutes.

a. Approve Minutes from March 7, 2024 Meeting

Moore made a motion to approve the March 7, 2024 meeting minutes. Neumeier seconded the motion. The motion passed unanimously.

3. Old Business.

a. Special Exception Request - 154 Plank Road

AP Lily provided additional information for a special exception request to operate an assisted living facility out of unit 154 Plank Road – part of a multi-family development. There would be two (2) clients per unit, as they are two bedroom units. The clients are disabled adults that require 24 hour care. The unit has a one car garage and one stall driveway. There is concern about the parking for care givers and family members/visitors. Plan Commission requested that letters be sent to all the tenants of the multi-family complex, and the single family homes that are adjacent to the site. A public hearing will take place on April 18<sup>th</sup> at 4pm at the Plan Commission meeting, the applicant and property owner are requested to attend.

Neumeier made a motion, and Moore seconded to approve the Special Exception and proceed with the next steps in the approval process with the following contingency:

- Approval by the Police & Fire Department and EMS

The motion passed unanimously.

b. Special Exception Request - 194 Plank Road

AP Lily provided additional information for a special exception request to operate an assisted living facility out of unit 194 Plank Road – part of a multi-family

development. There would be two (2) clients per unit, as they are two bedroom units. The clients are disabled adults that require 24 hour care. The unit has a one car garage and one stall driveway. There is concern about the parking for care givers and family members/visitors. Plan Commission requested that letters be sent to all the tenants of the multi-family complex, and the single family homes that are adjacent to the site. A public hearing will take place on April 18<sup>th</sup> at 4pm at the Plan Commission meeting, the applicant and property owner are requested to attend.

Neumeier made a motion, and Feller seconded to approve the Special Exception and proceed with the next steps in the approval process with the following contingency:

- Approval by the Police & Fire Department and EMS

The motion passed unanimously.

#### 4. New Business.

##### a. Extraterritorial Plat Review - Country Trails Preliminary Plat; Parcel 200048701

AP Lily presented an 18 lot preliminary plat in the Town of Vandebroek off of Dale Court. The lots are all over an acre and would have private well and septic. There are two cul-de-sacs in this development that are longer than 400 feet which does not meet City of Kaukauna Municipal Code requirements. There is also only one entrance/exit to this subdivision which proves to be unsafe for EMS.

Neumeier made a motion to deny the preliminary plat and recommend the same to the Common Council. Moore seconded the motion. The motion passed unanimously.

##### b. Preliminary Plat Review - Blue Stem West; Parcel 030022200

AP Lily presented a 56 single-family lot preliminary plat this is adjacent to existing Blue Stem Meadows 3 and Wildlife Heights subdivisions. This 17 acre parcel has recently been petitioned to be annexed into the City. The preliminary plat meets all code requirements and will complete Red Fox Lane and White Dove Lane to provide ample traffic flow. A few smaller lots are featured on this plat for the construction of small, cottage style homes to attract retirees or young professionals. There was a concern that these smaller lots are not compatible with the existing homes. The commission was reminded that the cottage style homes have high end amenities to off-set the size concerns.

Avanzi made a motion to approve the preliminary plat for Blue Stem West and recommend the same to the Common Council. Schoenike seconded the motion. The motion passed unanimously.

##### c. Certified Survey Map Review - Part of Parcel 030022200

AP Lily presented a 4 Lot CSM that abuts the Blue Stem West preliminary plat. The CSM will connect and match the plat well, it shows proper road dedications and single family lots that meet code requirements. It was not included in the preliminary plat because it will be owned and developed by a different developer than the Blue Stem West plat. This CSM was also recently petitioned to be annexed into the City of Kaukauna.

Moore made a motion to approve the certified survey map lot split of parcel 030022200 and recommend the same to the Common Council with the following contingencies:

1. The parcel is annexed into the City of Kaukauna
2. A drainage plan for the 4 lot CSM is approved by the City Engineer and that any necessary Storm Sewer/Drainage Easements be added before the CSM is approved

Neumeier seconded the motion. The motion passed unanimously.

d. Rezoning Request - Parcel 322031801

AP Lily presented a rezoning request for Scott and Kathy Hansen. They own four lots on Desnoyer Street: one is their primary residence, one is a rental home, one is a vacant lot, and one has an accessory structure. The owners would like to reconfigure the lot lines, and there needs to be consistent zoning in order to move forward with a CSM. Parcel 322031801 is the vacant lot zoned Industrial, they would like to rezone it to Residential Two-Family to match the rental house and relocate the rental house driveway here.

Thiele made a motion to approve the rezone request for parcel 322031801 from Industrial to Residential Two-Family and recommend the same to the Common Council. The motion passed unanimously.

e. Rezoning Request - Parcel 322032000

AP Lily presented a rezoning request for Scott and Kathy Hansen. They own four lots on Desnoyer Street: one is their primary residence, one is a rental home, one is a vacant lot, and one has an accessory structure. The owners would like to reconfigure the lot lines, and there needs to be consistent zoning in order to move forward with a CSM. Parcel 322032000 just has an accessory structure (large shed) on the lot and is zoned Industrial. The owners would like to rezone it to Residential Two-Family and combine it with the lot that their primary residence is on.

Avanzi made a motion to approve the rezone of parcel 322032000 from Industrial (IND) to Residential Two-Family (RTF) and recommend the same to the Common Council. Neumeier seconded the motion. The motion passed unanimously.

5. Other Business.

*There was no other business.*

6. Adjourn.

Moore made a motion to adjourn the meeting. Jensen seconded the motion. The motion passed unanimously. Meeting adjourned at 4:48 PM.



# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission  
 From: Lily Paul, Associate Planner  
 Date: April 12, 2024  
 Re: Special Exception Request – 154 Plank Road

Proper Notice has been published in the Times Villager, and letters have been sent to the parties of interest determined by the Plan Commission.

A summarization of comments received by phone are as follows: neighboring properties were initially concerned about the specific clientele that would be occupying the space. Staff then explained that the persons that would be living here are disabled adults and need 24-hour care. There was no concern then. A packet of emails that were received may be viewed below.

Some considerations based off the email correspondence are:

1. Bring the property up to Code of Section **17.52 Landscaping Requirements**. This would include a dumpster enclosure and a fence around the property.
2. Yearly inspection done by Community Development Department or other designee to ensure compliance

This Special Exception is only for the specific unit, and the specific company. If the unit or ownership changes, the applicant/property owner needs to go through the process again.

**Staff Recommendation:**

Approve the Special Exception Request for 154 Plank Road and recommend the same to the Common Council

**ORIGINAL MEMO:**

*Zurieth Ahmed of Harmony Homes operates an adult assisted living service. She applied for a Special Exception for parcel 322073200 – address 154 Plank Road. The parcel is zoned*

Residential Multifamily (RMF), and the current use of the property is quad-plex style residential units. Staff has spoken with the applicant and the property owner to gather the following information:

The unit in question is a 2 bedroom unit with one client in each room. The assisted care is 24 hours.

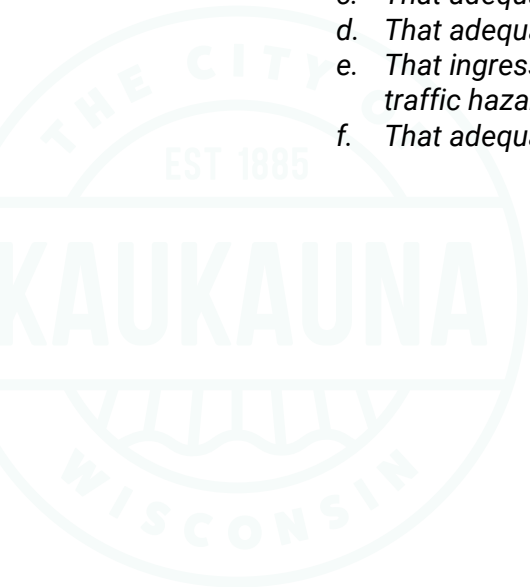
The clients are disabled adults. The assisted living service provides transportation for the clients, they do not have their own vehicles. There is a one car driveway for the unit adequate for transferring the client. If there are visiting hours, it would be arranged and the driveway can be utilized accordingly.

The City of Kaukauna Code of Ordinances, [Section 17.19 \(3\)](#) "allows community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i)" as a special exception.

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

Before any special exception shall be recommended for approval, the city plan commission shall make findings that the granting of a special exception will not adversely affect the public interest and certify that the specific requirements governing the individual special exception, if any, have been met by the applicant. No special exception shall be recommended for approval unless the plan commission shall find:

- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.



**Lily Paul**

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**From:** Kristle Van Asten <kristlevanasten@yahoo.com>  
**Sent:** Sunday, April 14, 2024 4:32 PM  
**To:** Lily Paul  
**Subject:** RE: 4.18 Public Hearing

Thank you for your time. At this time, my husband Brian and I would like to make sure it is known that we are not in favor of this property proposal.

Thank you,  
Kristle

[Yahoo Mail: Search, Organize, Conquer](#)

On Tue, Apr 9, 2024 at 11:51 AM, Lily Paul  
<lpaul@kaukauna.gov> wrote:

Kristle,

I appreciate your input and I like your ideas. I personally create the content for the meetings, and any record I receive (such as your email) will be included in the packet that is available for review by the commissioners and public.

We can absolutely suggest a fence as that is a requirement within in our landscape ordinance for a buffer between multi-family and single family! I imagine that lining up the units that share a backyard will be difficult as there may be current tenants, but this can of course be suggested to the property owner so it could be arranged for the future.

Thank you for the taking the time to provide constructive comments. Please reach out if you have more questions or ideas,

Lily

**Lily Paul**

Associate Planner

**CITY OF KAUKAUNA**

O: 920.766.6315, ext. 1165

C: 920.422.6817

[lpaul@kaukauna.gov](mailto:lpaul@kaukauna.gov)

[www.cityofkaukauna.com](http://www.cityofkaukauna.com)

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**From:** Kristle Van Asten <kristlevanasten@yahoo.com>  
**Sent:** Tuesday, April 9, 2024 9:33 AM  
**To:** Lily Paul <lpaul@kaukauna.gov>  
**Subject:** Re: 4.18 Public Hearing

Hello,

Thank you for responding and explaining what the proposal is.

As someone who has worked with others with disabilities, my only concern is the possibility of elopement and the lack of safety without a fence between properties. Is this something that can be brought up to install a fence for safety if this proposal passes? Another thought I had was to use the two properties that the backyards back up to each other to use that as a communal outdoor space for the residents. It would be the first building on the map that is on Plank Road that is being considered for this and then the building behind it instead of the building further into the complexes. The backyards are not conducive to adequate space to enjoy time spent outdoors and to stay within the property so having buildings that are back to back would allow residents a great outdoor space to share with all.

How will/can I make sure these ideas and concerns are presented if I'm unable to be present at the meeting next week?

Thank you for your help through this,

Kristle

On Monday, April 8, 2024 at 04:25:53 PM CDT, Lily Paul <[lpaul@kaukauna.gov](mailto:lpaul@kaukauna.gov)> wrote:



Hi Kristle,

The special exception request is seeking approval to operate an assisted living arrangement for disabled adults! The units are two bedroom and there will be one client in each room. There is 24 hour care. Simply, the criteria that must be followed to live there is persons with disabilities that need constant care.

Sorry for the delayed response on this. Please let me know if you any other questions.

Lily

**Lily Paul**

Associate Planner

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**From:** Kristle Van Asten <[kristlevanasten@yahoo.com](mailto:kristlevanasten@yahoo.com)>  
**Sent:** Monday, April 1, 2024 4:33:01 PM  
**To:** Lily Paul <[paul@kaukauna.gov](mailto:paul@kaukauna.gov)>  
**Subject:** 4.18 Public Hearing

Hello,

My family and I received a letter today regarding the petition to have some properties behind our house turn into community living/group homes.

We have a prior commitment on April 18th that does not allow us to attend the hearing. Can you please explain in further detail what the petition is seeking? Who would be eligible to reside in the group homes? What criteria must be followed to live there?

Once I have more information, I'll be able to address other questions and concerns that I may have.

Thank you for your time,  
Kristle Ley

[Yahoo Mail: Search, Organize, Conquer](#)

**Lily Paul**

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**From:** Josh Soland <jsoland@hotmail.com>  
**Sent:** Thursday, April 11, 2024 12:19 PM  
**To:** Lily Paul  
**Subject:** Public hearing on Plank Rd. Apartments

Hi. I'm a resident of the Plank Road apartments and received a letter regarding a public hearing regarding a couple of the units. Could you please give me more details of what this is about? I would wait until the hearing and go to it, however, the owner of the property NexGen has informed us that we need to make a decision and sign a lease by tomorrow April 12th. I have contacted Andy Duerr (Director of Property Management) and he informed me that it is nothing to worry about and wasn't sure why the tenants were mailed the letter. He basically stated that it was someone moving in that needs special care, and nothing more. I was hoping you could shed a little more light on the situation as it mentioned something about a "group home" and it also affects two of the apartments.

Hopefully you have time to get back to me, as I have to sign a lease by tomorrow.

Thank You!

Josh Soland (162 Plank Road)

**Lily Paul**

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**From:** Greg Tagge <truckergregt@gmail.com>  
**Sent:** Monday, April 1, 2024 2:50 PM  
**To:** Lily Paul  
**Subject:** 154 & 194 Plank rd proposal

Good afternoon Lily,

I'm emailing you about the notice we received today about the proposal for 154,194 Plank Road. My concern is that when the apartments changed ownership about a year ago they relocated their dumpsters and poured a new pad in the back of the complex. The dumpsters being relocated is not necessarily a problem, it's the fact that no fence or cage surrounds the dumpsters and they're constantly overflowing and blowing garbage into our yard and our neighbors. The garbage truck also comes very early around 5am in the morning to dump and we hear it banging the dumpsters around. My concern with changing the apartments into group homes would be that there would be even more garbage being disposed of from the extra residents. I have attached photos directly from our backyard, back window and just a small example of the garbage that floats out and into the surrounding yards. So I would only object to the proposal if they don't do something to contain the garbage to their property. If they put up a fence or some other containment for the garbage I would be fine with the change.

Thank you,  
Greg Tagge  
125 Washington St  
Kaukuana





NOTICE OF PUBLIC HEARING

CITY OF KAUKAUNA  
OUTAGAMIE COUNTY

TO WHOM IT MAY CONCERN

NOTICE IS HEREBY GIVEN that a Public Hearing will be conducted by the Plan Commission of the City of Kaukauna, at the City Council Chambers, 144 W 2<sup>nd</sup> Street, Kaukauna, WI on **Thursday, April 18, 2024 at 4:00 p.m.** to consider the petition of Zurieth Ahmed, application, for a Special Exception of parcel 322073200 to allow the operation of a community living arrangement/group home, subject to Wis. Stats. § 62.23(7)(i) within the Residential Multi-Family District (RMF), pursuant to Section 17.19(3)(f) of the Municipal Code. The properties in consideration is at 154 and 194 Plank Road. The purpose of the public hearing is to accept public comments on the proposed amendment.

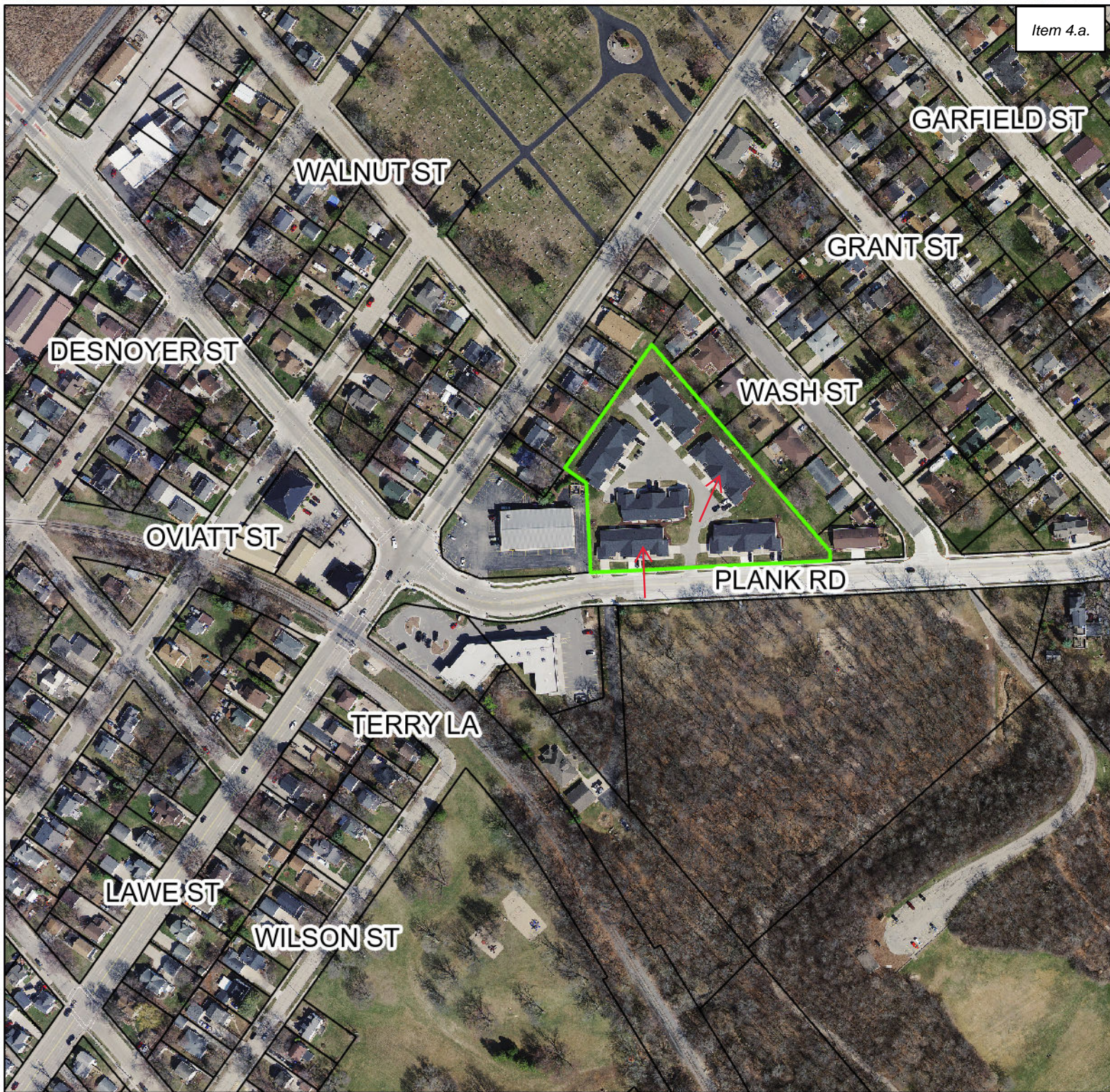
The proposed Special Exception site is described more fully as:  
LOT 1 CSM 6518 LESS PARCEL 2 TPP NO: 4075-33-21-4.01 REC DOC #2119580  
CONVEYED IN DOC #2147659, EXCPTG ROW #2092494, CITY OF KAUKAUNA,  
OUTAGAMIE COUNTY, WISCONSIN.

Persons wishing to submit comments with regard to the special exception request are encouraged to join the meeting. Persons unable to attend the public hearing but who wish to comment may do so by contacting the City of Kaukauna Planning Department by mail at P.O. Box 890, Kaukauna, WI 54130 or by phone at 920.766.6315 or by email at [lpaul@kaukauna.gov](mailto:lpaul@kaukauna.gov) prior to the meeting.


Dated this 29<sup>th</sup> day of March, 2024

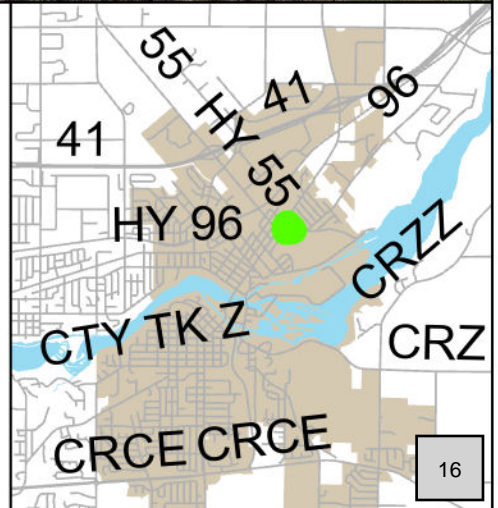
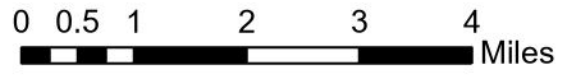
Class 2 Notice Publication Dates:  
Wednesday April 3, 2024  
Wednesday April 10, 2024

Lily Paul  
Associate Planner  
Planning and Community Development  
City of Kaukauna, Outagamie County



### Legend

 154 & 194 Plank Road - Special Exception







# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission  
 From: Lily Paul, Associate Planner  
 Date: April 12, 2024  
 Re: Special Exception Request – 194 Plank Road

Proper Notice has been published in the Times Villager, and letters have been sent to the parties of interest determined by the Plan Commission.

A summarization of comments received by phone are as follows: neighboring properties were initially concerned about the specific clientele that would be occupying the space. Staff then explained that the persons that would be living here are disabled adults and need 24-hour care. There was no concern then. A packet of emails that were received may be viewed below.

Some considerations based off the email correspondence are:

1. Bring the property up to Code of Section **17.52 Landscaping Requirements**. This would include a dumpster enclosure and a fence around the property.
2. Yearly inspection done by Community Development Department or other designee to ensure compliance

This Special Exception is only for the specific unit, and the specific company. If the unit or ownership changes, the applicant/property owner needs to go through the process again.

**Staff Recommendation:**

Approve the Special Exception Request for 194 Plank Road and recommend the same to the Common Council

**ORIGINAL MEMO:**

*Zurieth Ahmed of Harmony Homes operates an adult assisted living service. She applied for a Special Exception for parcel 322073200 – address 194 Plank Road. The parcel is zoned*

Residential Multifamily (RMF), and the current use of the property is quad-plex style residential units. Staff has spoken with the applicant and the property owner to gather the following information:

The unit in question is a 2 bedroom unit with one client in each room. The assisted care is 24 hours.

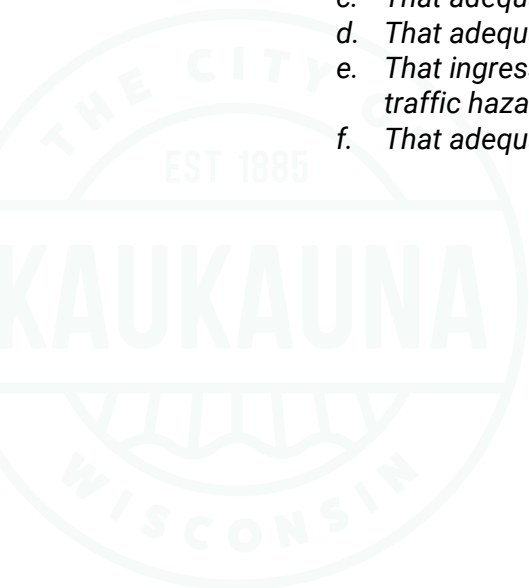
The clients are disabled adults. The assisted living service provides transportation for the clients, they do not have their own vehicles. There is a one car driveway for the unit adequate for transferring the client. If there are visiting hours, it would be arranged and the driveway can be utilized accordingly.

The City of Kaukauna Code of Ordinances, [Section 17.19 \(3\)](#) "allows community living arrangements/group homes, subject to Wis. Stats. § 62.23(7)(i)" as a special exception.

According to [Section 17.47 \(4\)](#), Plan Commission shall use the following criteria:

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- a. That the establishment, maintenance, or operation of the special exception use or structure will not be detrimental or injurious to the use and enjoyment of adjacent properties or properties in the immediate vicinity.
- b. That the special exception is compatible with the adjacent existing uses and structures or uses and structures likely to develop which are permitted in the district.
- c. That adequate public facilities and services are available to the development.
- d. That adequate measures are taken to provide for drainage.
- e. That ingress and egress to the property is provided in such a manner as to minimize traffic hazards and congestion.
- f. That adequate parking and loading areas are provided.



**Lily Paul**

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We can absolutely suggest a fence as that is a requirement within in our landscape ordinance for a buffer between multi-family and single family! I imagine that lining up the units that share a backyard will be difficult as there may be current tenants, but this can of course be suggested to the property owner so it could be arranged for the future.

Thank you for the taking the time to provide constructive comments. Please reach out if you have more questions or ideas,

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**Lily Paul**

Associate Planner

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Lily

**Lily Paul**

Associate Planner

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[www.cityofkaukauna.com](http://www.cityofkaukauna.com)

**From:** Kristle Van Asten <[kristlevanasten@yahoo.com](mailto:kristlevanasten@yahoo.com)>  
**Sent:** Monday, April 1, 2024 4:33:01 PM  
**To:** Lily Paul <[paul@kaukauna.gov](mailto:paul@kaukauna.gov)>  
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Thank you for your time,  
Kristle Ley

[Yahoo Mail: Search, Organize, Conquer](#)

**Lily Paul**

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**To:** Lily Paul  
**Subject:** Public hearing on Plank Rd. Apartments

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Hopefully you have time to get back to me, as I have to sign a lease by tomorrow.

Thank You!

Josh Soland (162 Plank Road)

**Lily Paul**

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**From:** Greg Tagge <truckergregt@gmail.com>  
**Sent:** Monday, April 1, 2024 2:50 PM  
**To:** Lily Paul  
**Subject:** 154 & 194 Plank rd proposal

Good afternoon Lily,

I'm emailing you about the notice we received today about the proposal for 154,194 Plank Road. My concern is that when the apartments changed ownership about a year ago they relocated their dumpsters and poured a new pad in the back of the complex. The dumpsters being relocated is not necessarily a problem, it's the fact that no fence or cage surrounds the dumpsters and they're constantly overflowing and blowing garbage into our yard and our neighbors. The garbage truck also comes very early around 5am in the morning to dump and we hear it banging the dumpsters around. My concern with changing the apartments into group homes would be that there would be even more garbage being disposed of from the extra residents. I have attached photos directly from our backyard, back window and just a small example of the garbage that floats out and into the surrounding yards. So I would only object to the proposal if they don't do something to contain the garbage to their property. If they put up a fence or some other containment for the garbage I would be fine with the change.

Thank you,  
Greg Tagge  
125 Washington St  
Kaukuana







NOTICE OF PUBLIC HEARING

CITY OF KAUKAUNA  
OUTAGAMIE COUNTY

TO WHOM IT MAY CONCERN

NOTICE IS HEREBY GIVEN that a Public Hearing will be conducted by the Plan Commission of the City of Kaukauna, at the City Council Chambers, 144 W 2<sup>nd</sup> Street, Kaukauna, WI on **Thursday, April 18, 2024 at 4:00 p.m.** to consider the petition of Zurieth Ahmed, application, for a Special Exception of parcel 322073200 to allow the operation of a community living arrangement/group home, subject to Wis. Stats. § 62.23(7)(i) within the Residential Multi-Family District (RMF), pursuant to Section 17.19(3)(f) of the Municipal Code. The properties in consideration is at 154 and 194 Plank Road. The purpose of the public hearing is to accept public comments on the proposed amendment.

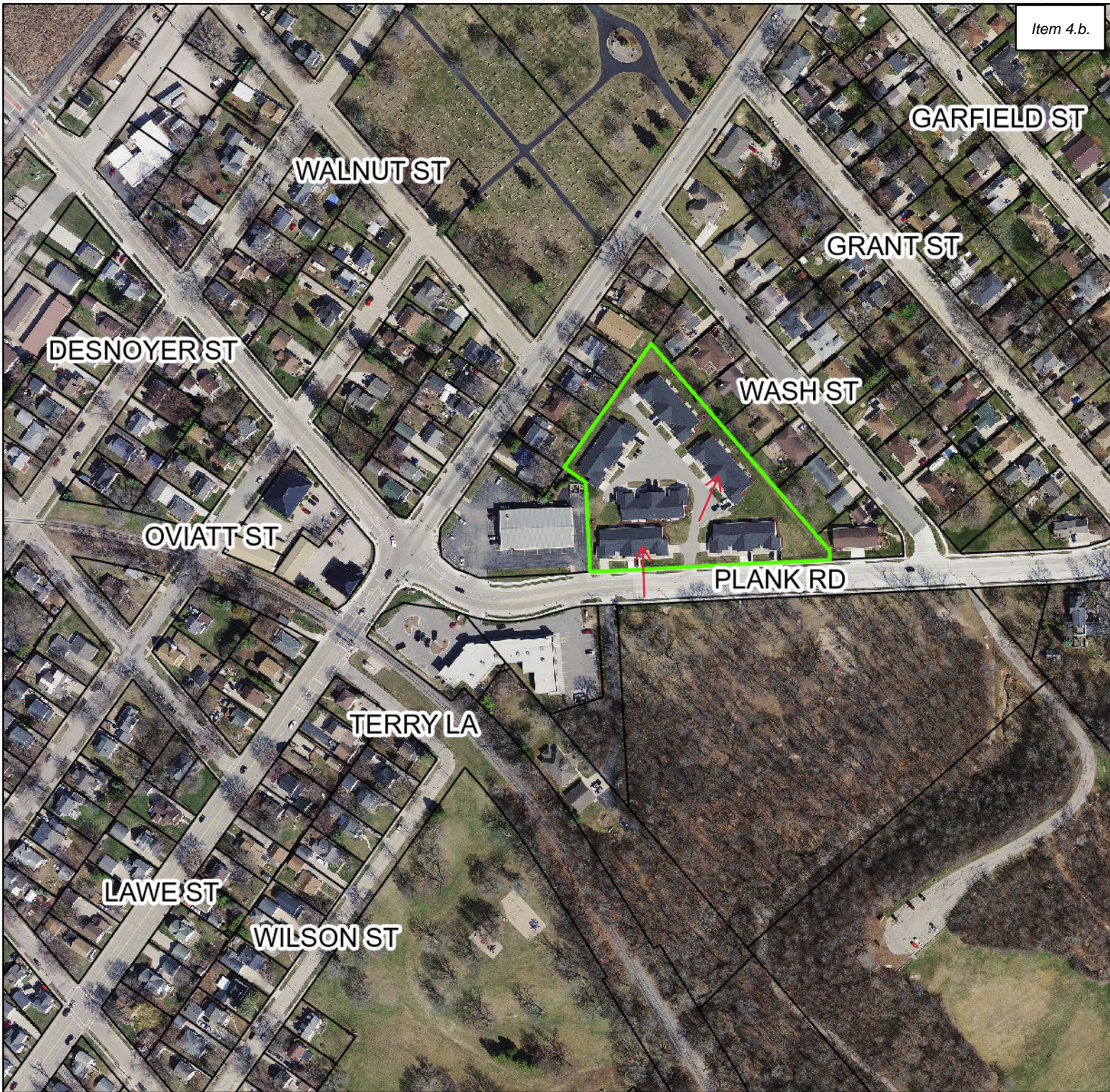
The proposed Special Exception site is described more fully as:  
LOT 1 CSM 6518 LESS PARCEL 2 TPP NO: 4075-33-21-4.01 REC DOC #2119580  
CONVEYED IN DOC #2147659, EXCPTG ROW #2092494, CITY OF KAUKAUNA,  
OUTAGAMIE COUNTY, WISCONSIN.

Persons wishing to submit comments with regard to the special exception request are encouraged to join the meeting. Persons unable to attend the public hearing but who wish to comment may do so by contacting the City of Kaukauna Planning Department by mail at P.O. Box 890, Kaukauna, WI 54130 or by phone at 920.766.6315 or by email at [lpaul@kaukauna.gov](mailto:lpaul@kaukauna.gov) prior to the meeting.


Dated this 29<sup>th</sup> day of March, 2024

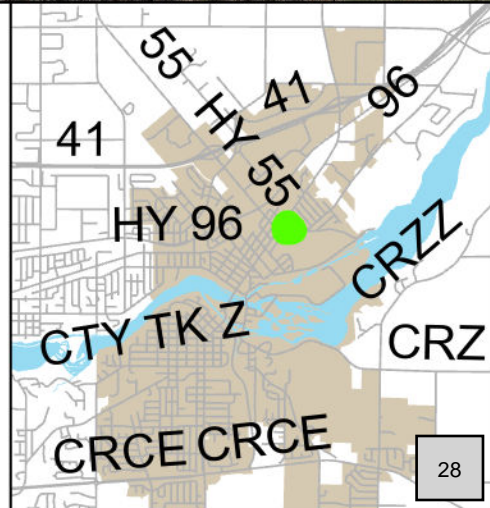
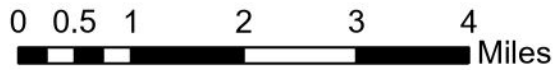
Class 2 Notice Publication Dates:  
Wednesday April 3, 2024  
Wednesday April 10, 2024

Lily Paul  
Associate Planner  
Planning and Community Development  
City of Kaukauna, Outagamie County



### Legend

 154 & 194 Plank Road - Special Exception





# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission  
From: Dave Kittel, Director of Planning and Community Development  
Date: 4/2/2024  
Re: Storage/shipping Container

### **Background:**

Recently it has been brought to the attention of staff that a storage or shipping containers have appeared on residential properties in the City of Kaukauna. This has sparked a conversation about whether these are allowed in residential districts. Currently, City ordinance has no specific language on these items for residential or commercial districts but, they would be considered an accessory structure. Any accessory structure would have to meet all requirements of the zoning district as per [Chapter 17.15-17.29](#), [chapter 17.32, Supplementary District Regulations](#), and [Chapter 14 Building Code](#). If someone wanted to utilize a portable storage container as a shed in a residential area it may be allowed provided it is anchored to the ground if less than 100sqft or on attached to a concrete foundation if over 100sqft and is compliant with set back and lot coverage requirements. In all residential districts a property is allowed 1 detached garage, 1 utility structure not to exceed 170sqft. By definition, a garage is an accessory structure designed or used for inside parking of private passenger vehicles, recreation vehicles, or boats by the occupants of the principal structure. This means that if someone wanted to have a shipping or portable container larger than 170sqft they would have to show to the building

inspector that it will meet all the requirements, building code and meet the definition in ordinance which will require a plan set and structural information. Otherwise, the maximum size would be 170sqft. For commercial districts there are fewer restrictions in this manner but, there are specific restrictions for outdoor storage that these would fall into.

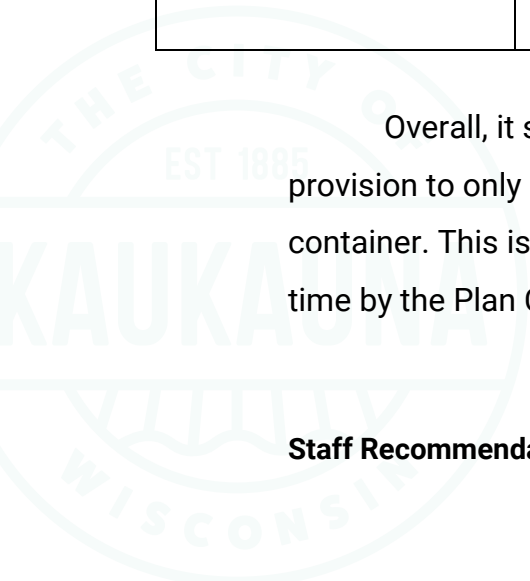
The question has been posed if the City should consider adopting restrictions on the use of a storage/shipping Container for long term use in City limits above what is currently delineated out in municipal ordinance, and this is why this topic is coming forth for discussion. Other municipalities do have restrictions on these types of structures. Below is a table to provide insight on what surrounding municipalities have done on this item:

<b>Municipality</b>	<b>Storage/Shipping Containers allowed for Accessory structure Residential use</b>	<b>Notes:</b>
Village of Little Chute	No ( <a href="#">Sec.44-391(n)</a> and <a href="#">Sec. 44-192</a> )	Shipping containers not allowed in any district but, provisions for temporary use
Village of Kimberly	No ( <a href="#">525-93</a> )	Only allowed for temporary use with different provisions depending on zoning district
Village of Wrightstown	Nothing specific	General provisions such as setbacks, size, etc..
Village of Combined Locks	Nothing specific	General provisions such as setbacks, size, etc..

Village of Greenville	Prohibited for residential use ( <a href="#">320-508D(5)(a)</a> )	
<b>Municipality</b>	<b>Storage/Shipping Containers allowed for Accessory structure Residential use</b>	<b>Notes:</b>
Village of Harrison	Prohibited for dwelling construction( <a href="#">117-59</a> ) and for purpose of a garage or shed ( <a href="#">117-134(i)(3)(a)(5)</a> )	Only allowed for temporary use with different provisions depending on zoning district
Village of Sherwood	Nothing specific	General provisions such as setbacks, size, etc..
City of Appleton	Prohibited in residential zoning (Sec 4-141 (f)(1))	Only allowed for temporary use with different provisions depending on zoning district
Town of Buchanan	Temporary use for up to 30 days ( <a href="#">525-34</a> )	

Overall, it seems many of the surrounding communities have some type of provision to only allow for temporary use of a portable storage container or shipping container. This is coming forth for discussion and potential direction at this point in time by the Plan Commission.

**Staff Recommendation:** Discussion and Direction on this subject





# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission  
 From: Associate Planner Lily Paul  
 Date: April 13, 2024  
 Re: Site Plan Review – Packerland Home Improvement, 2204 Tower Drive;  
 Parcel 322092503

Packerland Home Improvement is proposing to add a 7,500 square foot building to their site. The new building will function as a shop and storage space combined, there are 3 other buildings on the site that are used similarly. They also have a show room building, and there is a building for a separate business.

Site Plan Review  
*Site/Architectural*

Setbacks are met. Lot coverage requirements are met. 12 parking stalls are being added to the site, and parking requirements are met. The building height is 18 feet and 8 inches and meets requirements. All other zoning requirements set forth in the Industrial Park District (IPD) and protective covenants are being met.

*Facade*

The building will be constructed of concrete, split face block which meets the facade requirements within the IPD and protective covenants.

*Landscape*

The landscaping plan meets all requirements with the addition of 4 trees in the front yard setback. The trees are Goldflame spirea and mint juniper.

*Lighting*

The lighting plan shows the addition of 6 wall pack lights, which will provide adequate light for the space. There is no concern of harsh or impeding light.

*Stormwater & Erosion Control*

The applicant has contacted the engineering department to obtain these permits.



**Staff Recommendation:**

**Approve the site plan for Packerland Home Improvement with the following conditions:**

- **Prior to issuance of building permits, must obtain Stormwater and Erosion Control permits from Engineering Department**





# SITE PLAN REVIEW APPLICATION

PROPERTY OWNER	APPLICANT (IF DIFFERENT PARTY THAN OWNER)
Name: J&R ENTERPRISES OF KAU	Name: PAUL GAUTHIER
Mailing Address: 3405 PACKERLAND DR	Mailing Address: W6483 DESIGN DR UNIT A GREENVILLE
Phone: 920-371-4444	Phone: 920-843-1402
Email: RUSS@RVANITECONSTRUCTION.COM	Email: PAULG@MIDWEST-PROP.COM

PROPERTY INFORMATION	
Described the Proposed Project in Detail: CONSTRUCTION OF BLD #3 (PLAN LOCATION) 150' X 50' BLOCK CONSTRUCTION	
Property Parcel (#): ?	
Site Address/Location: 2200 & 2250 TOWER DR (LOT 19 OF KAUKAUNA PARK #1)	
Current Zoning and Use: INDUSTRIAL	
Proposed Zoning and Use: N/A	
Existing Gross Floor Area of Building: N/A	Proposed Gross Floor Area of Building: 7,500
Existing Building Height: N/A	Proposed Building Height: 18'-8"
Existing Number of Off-Street Parking Spaces: N/A	Proposed Number of Off-Street Parking Spaces: ADDING 12
Existing Impervious Surface Coverage Percentage:	Proposed Impervious Surface Coverage Percentage: NONE ADDED

I certify that the attached drawings are, to the best of my knowledge, complete and drawn in accordance with all City of Kaukauna codes.

Owner/Agent Signature: \_\_\_\_\_

Owner/Agent Name (printed): PAUL GAUTHIER AGENT

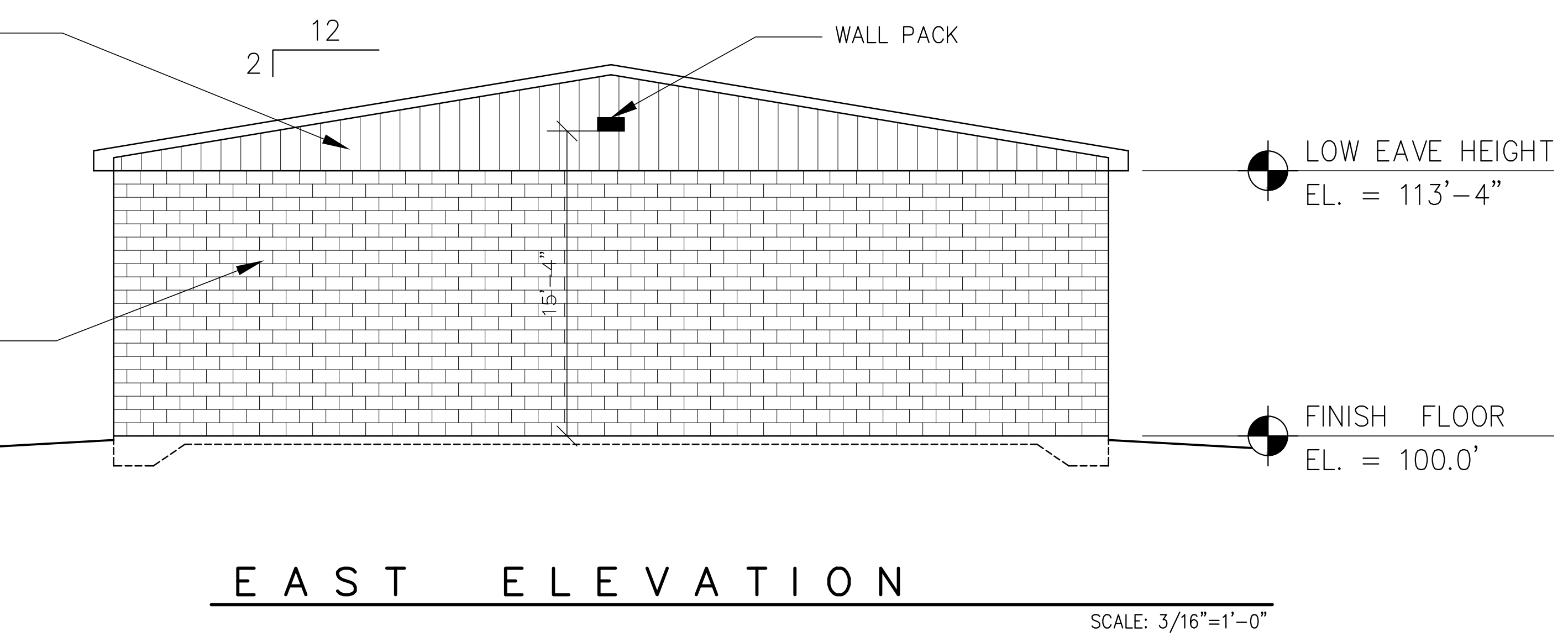
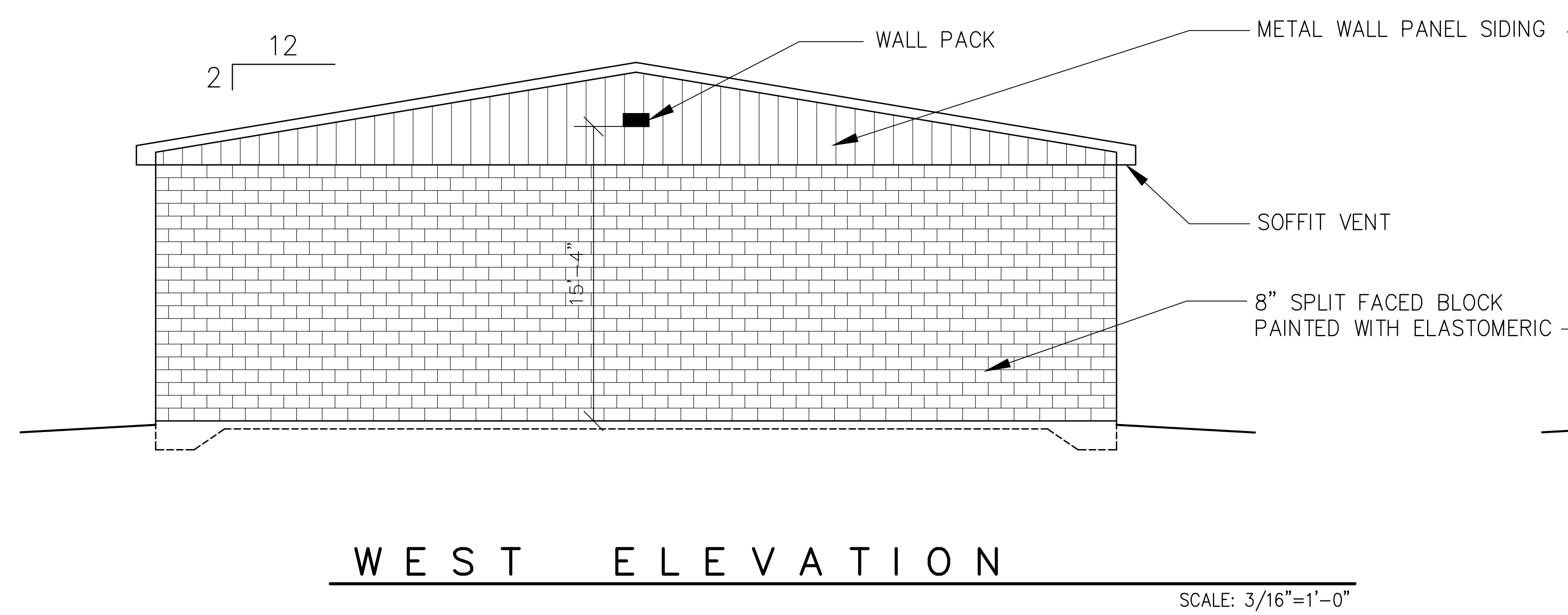
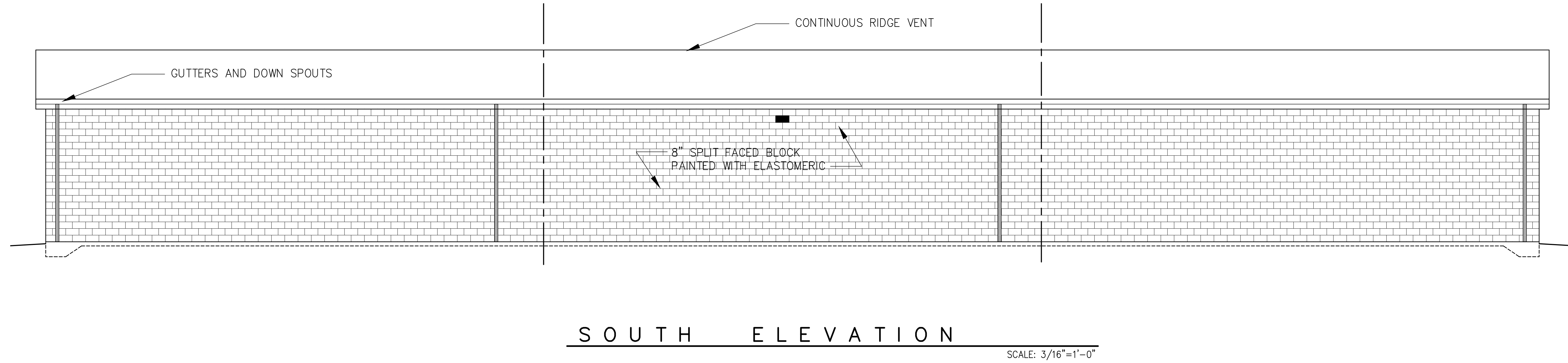
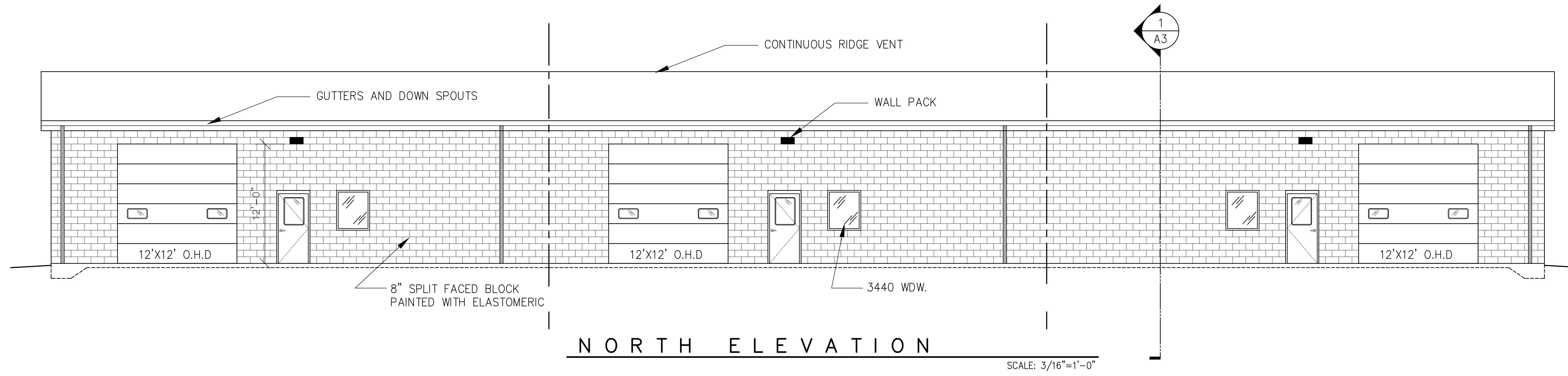


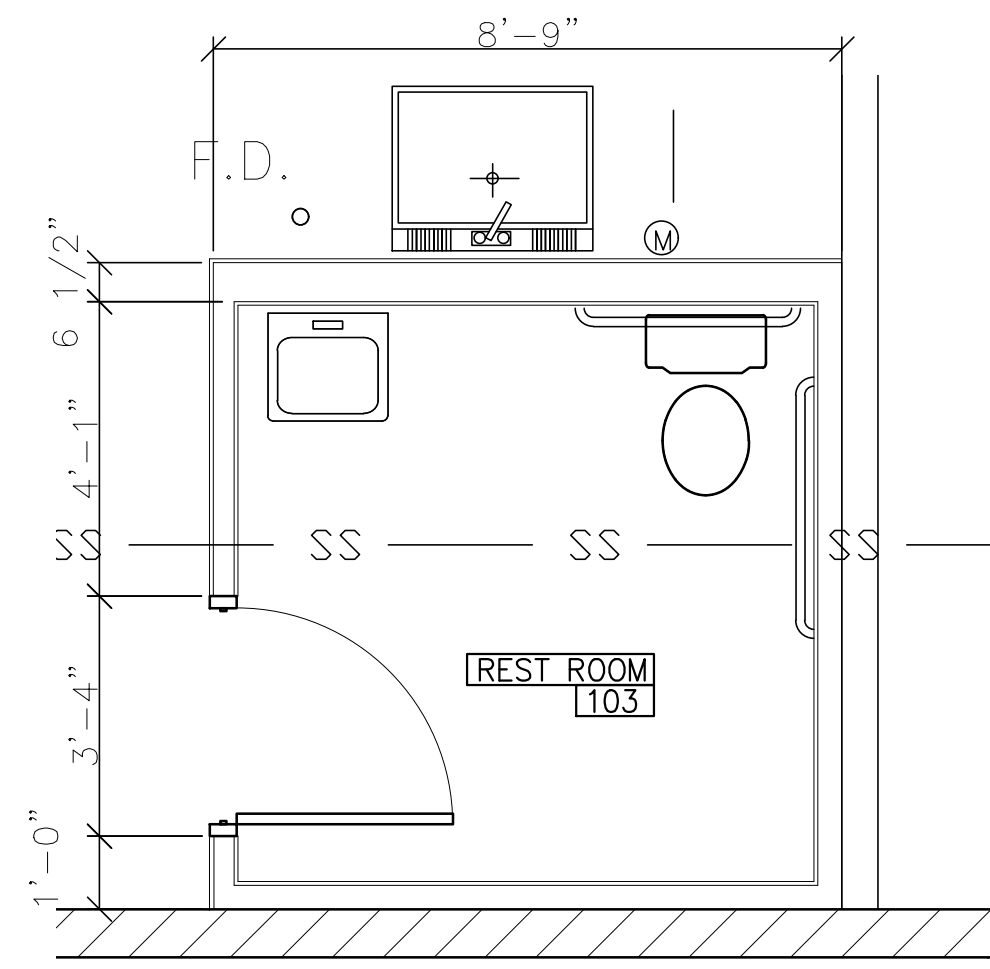
W688 Design Div. Unit A  
2002  
Phone: 920-964-6554  
Toll Free: 800-261-5554  
Fax: 920-882-4859  
www.midwest-prop.com  
paul@midwest-prop.com  
troy@midwest-prop.com

Midwest Properties  
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Midwest Properties  
Commercial Development, Inc.

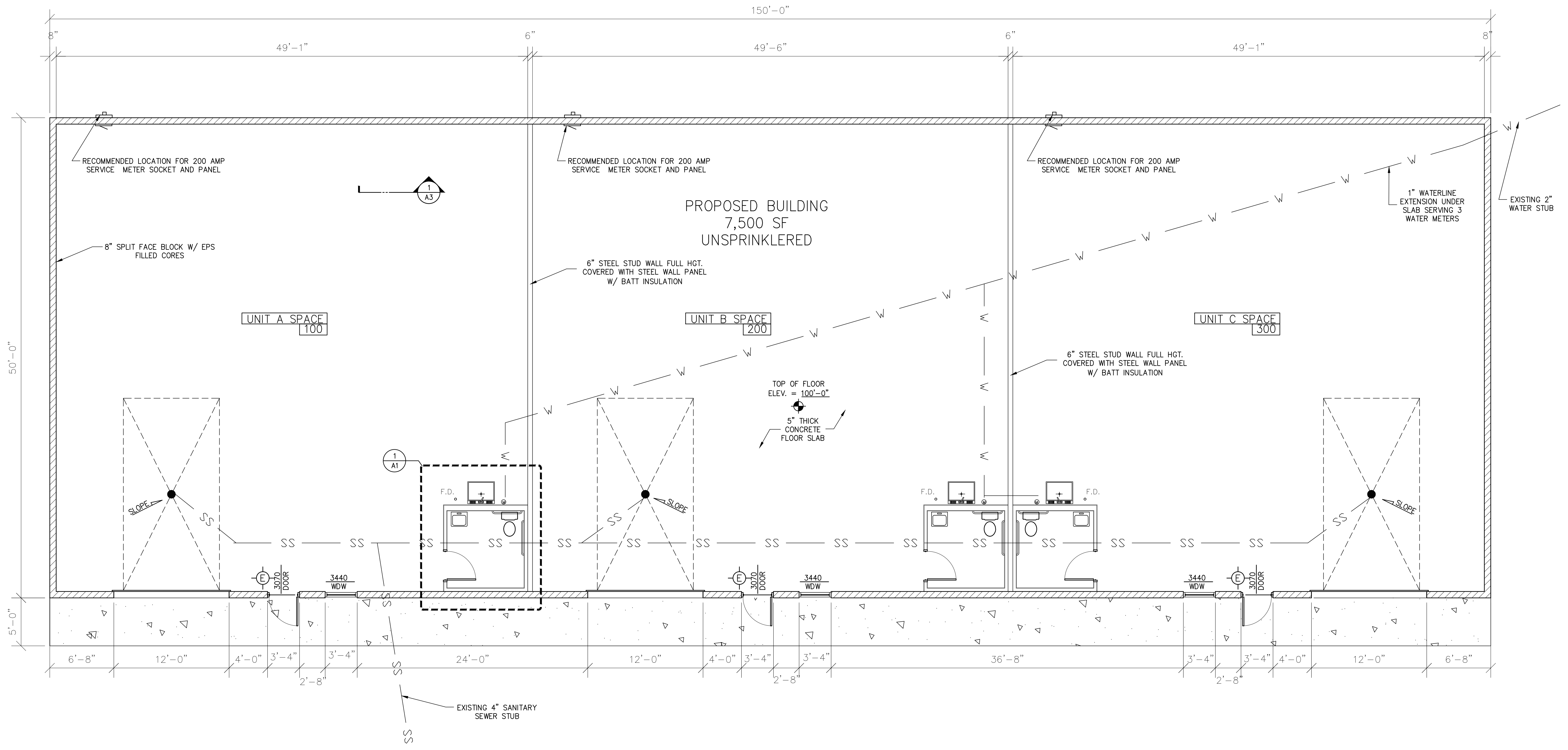
PROPOSED BUILDING FOR  
**J&R Enterprises of Kaukauna**  
Kaukauna, WI.  
2200 Tower Dr.

Revision:	.....
Date:	.....
Issue:	.....
Project Number: 202403	
Issue Date: 4-2-24	
Drawn By:	PCG
<b>A2</b>	Issue #
Elevations	



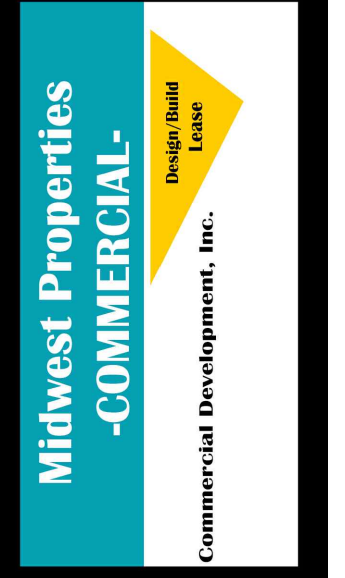


1  
A1 REST ROOM SCALE: 3/8" = 1'-0"



MASTER FLOOR PLAN SCALE: 3/16" = 1'-0"

W688 Design Div. Unit A  
 2002  
 Phone: 920-964-6554  
 Toll Free: 800-261-5554  
 Fax: 920-882-4859  
 www.midwest-prop.com  
 paul@midwest-prop.com  
 troy@midwest-prop.com



PROPOSED BUILDING FOR:  
**J&R Enterprises of Kaukauna**  
 Kaukauna, WI.  
 2200 Tower Dr.

Issue	Date	Revision

Project Number: 202403  
 Issue Date: 4-2-24  
 Drawn By: PCG  
 Issue #  
**A1**  
 Master Floor Plan





# WEDGE4 LED

## Architectural Wall Sconce



Catalog Number

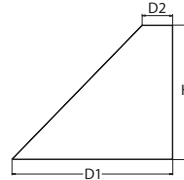
Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

### Specifications

<b>Depth (D1):</b>	10"
<b>Depth (D2):</b>	2"
<b>Height:</b>	9"
<b>Width:</b>	25"
<b>Weight:</b> (without options)	30.5 lbs



### Introduction

The WEDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing a true site-wise solution. Embedded with nLight® AIR wireless controls, the WEDGE family provides additional energy savings and code compliance.

WEDGE4 has been designed to deliver up to 25,000 lumens through a precision refractive lens with wide distribution, perfect for augmenting the lighting from pole mounted luminaires.

### WEDGE LED Family Overview

Luminaire	Standard EM, 0°C	Cold EM, -20°C	Sensor	Lumens (4000K)					
				P1	P2	P3	P4	P5	P6
WEDGE1 LED	4W	--	--	1,200	2,000	--	--	--	--
WEDGE2 LED	10W	18W	Standalone / nLight	1,200	2,000	3,000	4,500	6,000	--
WEDGE3 LED	15W	18W	Standalone / nLight	7,500	8,500	10,000	12,000	--	--
WEDGE4 LED	--	--	Standalone / nLight	12,000	16,000	18,000	20,000	22,000	25,000

### Ordering Information

**EXAMPLE: WEDGE4 LED P3 40K 70CRI R3 MVOLT SRM DDBXD**

Series	Package	Color Temperature	CRI	Distribution	Voltage	Mounting
WEDGE4 LED	P1	30K	70CRI	R2	MVOLT	<b>Shipped included</b> SRM Surface mounting bracket ICW Indirect Canopy/Ceiling Washer bracket (dry/damp locations only) <sup>4</sup>
	P4	3000K	70CRI	Type 2		
	P2	40K	80CRI	R3	347 <sup>1</sup>	
	P5	4000K	80CRI	Type 3		
	P3	50K		R4	480 <sup>1</sup>	<b>Shipped separately</b> AWS 3/8inch Architectural wall spacer PBBW Surface-mounted back box (top, left, right conduit entry). Use when there is no junction box available.
	P6	5000K		RFT	Forward Throw	

Options	Finish
<b>PE<sup>2</sup></b> Photocell, Button Type <b>DS<sup>3</sup></b> Dual switching (comes with 2 drivers and 2 light engines) <b>DMG<sup>3</sup></b> 0-10V dimming wires pulled outside fixture (for use with an external control, ordered separately) <b>BCE</b> Bottom conduit entry for back box (PBBW). Total of 4 entry points. <b>SPD10KV</b> 10kV Surge pack <b>BAA</b> Buy America(n) Act Compliant	<b>DDBXD</b> Dark bronze <b>DBLXD</b> Black <b>DNAXD</b> Natural aluminum <b>DWHXD</b> White <b>DSSXD</b> Sandstone <b>DBBTXD</b> Textured dark bronze <b>DBLBXD</b> Textured black <b>DNATXD</b> Textured natural aluminum <b>DWHGXD</b> Textured white <b>DSSTXD</b> Textured sandstone
<b>Standalone Sensors/Controls</b> <b>PIR</b> Bi-level (100/35%) motion sensor for 8-15' mounting heights. Intended for use on switched circuits with external dusk to dawn switching. <b>PIRH</b> Bi-level (100/35%) motion sensor for 15-30' mounting heights. Intended for use on switched circuits with external dusk to dawn switching <b>PIR1FC3V</b> Bi-level (100/35%) motion sensor for 8-15' mounting heights with photocell pre-programmed for dusk to dawn operation. <b>PIRH1FC3V</b> Bi-level (100/35%) motion sensor for 15-30' mounting heights with photocell pre-programmed for dusk to dawn operation. <b>Networked Sensors/Controls</b> <b>NLTAIR2 PIR</b> nLightAIR Wireless enabled bi-level motion/ambient sensor for 8-15' mounting heights. <b>NLTAIR2 PIRH</b> nLightAIR Wireless enabled bi-level motion/ambient sensor for 15-30' mounting heights. <b>NLTAIR2 PIR924</b> nLIGHT AIR Wireless enabled, UL924 Listed motion/ ambient sensor for 8-15' mounting heights <b>NLTAIR2 PIRH924</b> nLIGHT AIR Wireless enabled, UL924 Listed motion/ ambient sensor for 15-30' mounting heights See page 3 for out of box functionality	

### Accessories

Ordered and shipped separately.

WDGEAWS DDBXD	WEDGE 3/8inch Architectural Wall Spacer (specify finish)
WDGE4PBBW DDBXD U	WEDGE4 surface-mounted back box (specify finish)

### NOTES

- 347V and 480V not available with DS.
- PE not available in 480V and with sensors/controls.
- DS and DMG not available with sensors/controls.
- Not qualified for DLC. Not available with emergency battery backup.



COMMERCIAL OUTDOOR

One Lithonia Way • Conyers, Georgia 30012 • Phone: 1-800-705-SERV (7378) • [www.lithonia.com](http://www.lithonia.com)  
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WEDGE4 LED  
 Rev. 11/20

## Performance Data

### Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts. Contact factory for performance data on any configurations not shown here.

Performance Package	System Watts	Dist. Type	30K (3000K, 70 CRI)					40K (4000K, 70 CRI)					50K (5000K, 70 CRI)				
			Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
P1	77W	R2	11,173	146	2	0	1	12,125	158	2	0	1	12,125	158	2	0	1
		R3	10,951	143	2	0	2	11,884	155	2	0	2	11,884	155	2	0	2
		R4	11,224	147	2	0	2	12,180	159	2	0	2	12,180	159	2	0	2
		RFT	11,104	145	2	0	2	12,050	157	2	0	2	12,050	157	2	0	2
P2	106W	R2	14,960	141	3	0	2	16,235	153	3	0	2	16,235	153	3	0	2
		R3	14,663	138	2	0	2	15,912	150	2	0	3	15,912	150	2	0	3
		R4	15,028	141	2	0	2	16,308	153	2	0	3	16,308	153	2	0	3
		RFT	14,868	140	2	0	2	16,134	152	2	0	2	16,134	152	2	0	2
P3	123W	R2	16,993	138	3	0	2	18,441	150	3	0	2	18,441	150	3	0	2
		R3	16,655	136	2	0	3	18,074	147	3	0	3	18,074	147	3	0	3
		R4	17,070	139	2	0	3	18,524	151	3	0	3	18,524	151	3	0	3
		RFT	16,888	138	2	0	3	18,327	149	2	0	3	18,327	149	2	0	3
P4	140W	R2	18,958	136	3	0	2	20,573	147	3	0	2	20,573	147	3	0	2
		R3	18,581	133	3	0	3	20,164	144	3	0	3	20,164	144	3	0	3
		R4	19,044	136	3	0	3	20,667	148	3	0	3	20,667	148	3	0	3
		RFT	18,841	135	2	0	3	20,446	146	3	0	3	20,446	146	3	0	3
P5	156W	R2	20,919	134	3	0	2	22,702	146	3	0	2	22,702	146	3	0	2
		R3	20,503	132	3	0	3	22,250	143	3	0	3	22,250	143	3	0	3
		R4	21,014	135	3	0	3	22,804	147	3	0	4	22,804	147	3	0	4
		RFT	20,790	134	3	0	3	22,561	145	3	0	3	22,561	145	3	0	3
P6	185W	R2	23,725	128	3	0	2	25,746	139	3	0	2	25,746	139	3	0	2
		R3	23,253	126	3	0	4	25,234	136	3	0	4	25,234	136	3	0	4
		R4	23,832	129	3	0	4	25,863	140	3	0	4	25,863	140	3	0	4
		RFT	23,578	127	3	0	3	25,587	138	3	0	4	25,587	138	3	0	4

### Electrical Load

Performance Package	System Watts	Current (A)					
		120V	208V	240V	277V	347V	480V
P1	77W	0.635	0.366	0.319	0.280	0.223	0.161
P2	106W	0.889	0.514	0.449	0.395	0.309	0.228
P3	123W	1.014	0.585	0.510	0.447	0.356	0.258
P4	140W	1.159	0.668	0.582	0.509	0.403	0.294
P5	156W	1.296	0.743	0.647	0.564	0.451	0.326
P6	185W	1.512	0.864	0.751	0.655	0.526	0.378

### Lumen Multiplier for 80CRI

CCT	Multiplier
30K	0.891
40K	0.906
50K	0.906

### Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient	Lumen Multiplier
0°C / 32°F	1.05
10°C / 50°F	1.03
20°C / 68°F	1.01
25°C / 77°F	1.00
30°C / 86°F	0.99
40°C / 104°F	0.97

### Projected LED Lumen Maintenance

Data references the extrapolated performance projections for the platforms noted in a 25°C ambient, based on 10,000 hours of LED testing (tested per IESNA LM-80-08 and projected per IESNA TM-21-11).

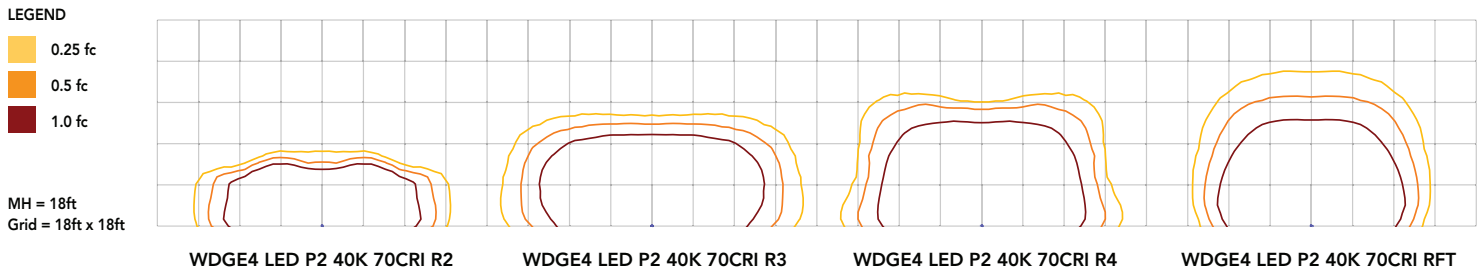
To calculate LLF, use the lumen maintenance factor that corresponds to the desired number of operating hours below. For other lumen maintenance values, contact factory.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	1.0	>0.98	>0.96	>0.92



## Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit the Lithonia Lighting WEDGE LED home page. Tested in accordance with IESNA LM-79 and LM-80 standards.



## Control / Sensor Options

### Motion/Ambient Sensor (PIR\_, PIRH\_)

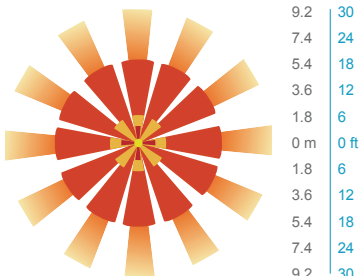
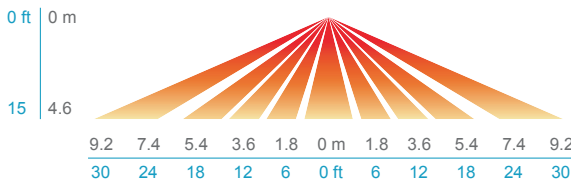
Motion/Ambient sensor (Sensor Switch MSOD) is integrated into the the luminaire. The sensor provides both Motion and Daylight based dimming of the luminaire. For motion detection, the sensor utilizes 100% Digital Passive Infrared (PIR) technology that is tuned for walking size motion while preventing false tripping from the environment. The integrated photocell enables additional energy savings during daytime periods when there is sufficient daylight. Optimize sensor coverage by either selecting PIR or PIRH option. PIR option comes with a sensor lens that is optimized to provide maximum coverage for mounting heights between 8-15ft, while PIRH is optimized for 15-40ft mounting height.

### Networked Control (NLTAIR2)

nLight® AIR is a wireless lighting controls platform that allows for seamless integration of both indoor and outdoor luminaires. Five-tier security architecture, 900 MHz wireless communication and app (CLAIRITY™ Pro) based configurability combined together make nLight® AIR a secure, reliable and easy to use platform.

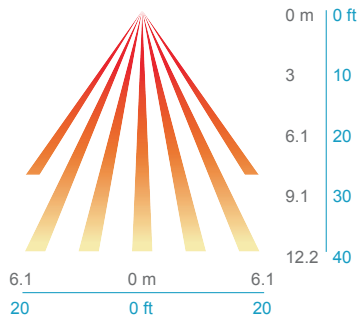
#### PIR

##### HIGH VIEW

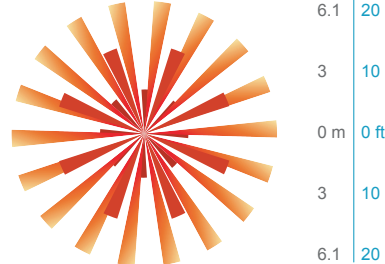


#### PIRH

##### SIDE VIEW



##### TOP VIEW



## Mounting, Options & Accessories

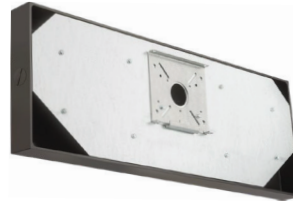


### NLTAIR2 PIR – nLight AIR Motion/Ambient Sensor

D = 10"

H = 11"

W = 25"



### PBBW – Surface-Mounted Back Box Use when there is no junction box available.

D = 1.75"

H = 9"

W = 25"



### AWS – 3/8inch Architectural Wall Spacer

D = 0.38"

H = 4.4"

W = 7.5"

## FEATURES & SPECIFICATIONS

### INTENDED USE

Common architectural look, with clean rectilinear shape, of the WDGE LED was designed to blend with any type of construction, whether it be tilt-up, frame or brick. Applications include commercial offices, warehouses, hospitals, schools, malls, restaurants, and other commercial buildings.

### CONSTRUCTION

The single-piece die-cast aluminum housing to optimize thermal transfer from the light engine and promote long life. The driver is mounted in direct contact with the casting for a low operating temperature and long life. The die-cast door frame is fully gasketed with a one-piece solid silicone gasket to keep out moisture and dust, providing an IP66 rating for the luminaire.

### FINISH

Exterior painted parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling. Standard Super Durable colors include dark bronze, black, natural aluminum, sandstone and white. Available in textured and non-textured finishes.

### OPTICS

Individually formed acrylic lenses are engineered for superior application efficiency which maximizes the light in the areas where it is most needed. Light engines are available in 3000 K, 4000 K or 5000 K configurations. The WDGE LED has zero uplight and qualifies as a Nighttime Friendly™ product, meaning it is consistent with the LEED® and Green Globes™ criteria for eliminating wasteful uplight.

### ELECTRICAL

Light engine consists of high-efficacy LEDs mounted to metal-core circuit boards to maximize heat dissipation and promote long life (up to L92/100,000 hours at 25°C). The electronic driver has a power factor of >90%, THD <20%. Luminaire comes with built in 6kV surge protection, which meets a minimum Category C low exposure (per ANSI/IEEE C62.41.2). Fixture ships standard with 0-10v dimmable driver.

### INSTALLATION

A universal mounting plate with integral mounting support arms allows the fixture to hinge down for easy access while making wiring connections. The 3/8" Architectural Wall Spacer (AWS) can be used to create a floating appearance or to accommodate small imperfections in the wall surface. The ICW option can be used to mount the luminaire inverted for indirect lighting in dry and damp locations. Design can withstand up to a 1.5 G vibration load rating per ANSI C136.31.

### LISTINGS

CSA certified to U.S. and Canadian standards. Light engines are IP65 rated; luminaire is IP65 rated. PIR options are rated for wet location. Rated for -40°C minimum ambient. DesignLights Consortium® (DLC) Premium qualified product and DLC qualified product. Not all versions of this product may be DLC Premium qualified or DLC qualified. Please check the DLC Qualified Products List at [www.designlights.org/QPL](http://www.designlights.org/QPL) to confirm which versions are qualified. International Dark-Sky Association (IDA) Fixture Seal of Approval (FSA) is available for all products on this page utilizing 3000K color temperature and SRM mounting only.

### BUY AMERICAN ACT

This product is assembled in the USA and meets the Buy America(n) government procurement requirements under FAR, DFARS and DOT regulations. Please refer to [www.acuitybrands.com/buy-american](http://www.acuitybrands.com/buy-american) for additional information.

### WARRANTY

5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: [www.acuitybrands.com/support/warranty/terms-and-conditions](http://www.acuitybrands.com/support/warranty/terms-and-conditions)

**Note:** Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission

From: Associate Planner, Lily Paul

Date: April 12, 2024

Re: Certified Survey Map Review – St. Paul Elder Services; Parcels 324034000, 324034100, 324034300, 324034400, 324043200

McMahon Engineering, agent for owner St. Paul Elder Services, has submitted a CSM combining their current parcel (324043200) with four other parcels owned by St. Paul Elder Services. The lots that will be combined into this CSM will need to be rezoned from Residential Two-Family and Residential Single Family to Institutional District to keep compatibility of the use. The parcel meets all zoning requirements otherwise.

**Staff Recommendation:**

**Approve the certified survey map combining parcels 324034000, 324034100, 324034300, 324034400, 324043200 and recommend the same to the Common Council.**





**Additional Requirements:** For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

**Plan Commission Review Fee Schedule:**

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

**Please Note:** Changes to zoning ordinances, special exception permits and map/plat reviews 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:**  04-04-2024

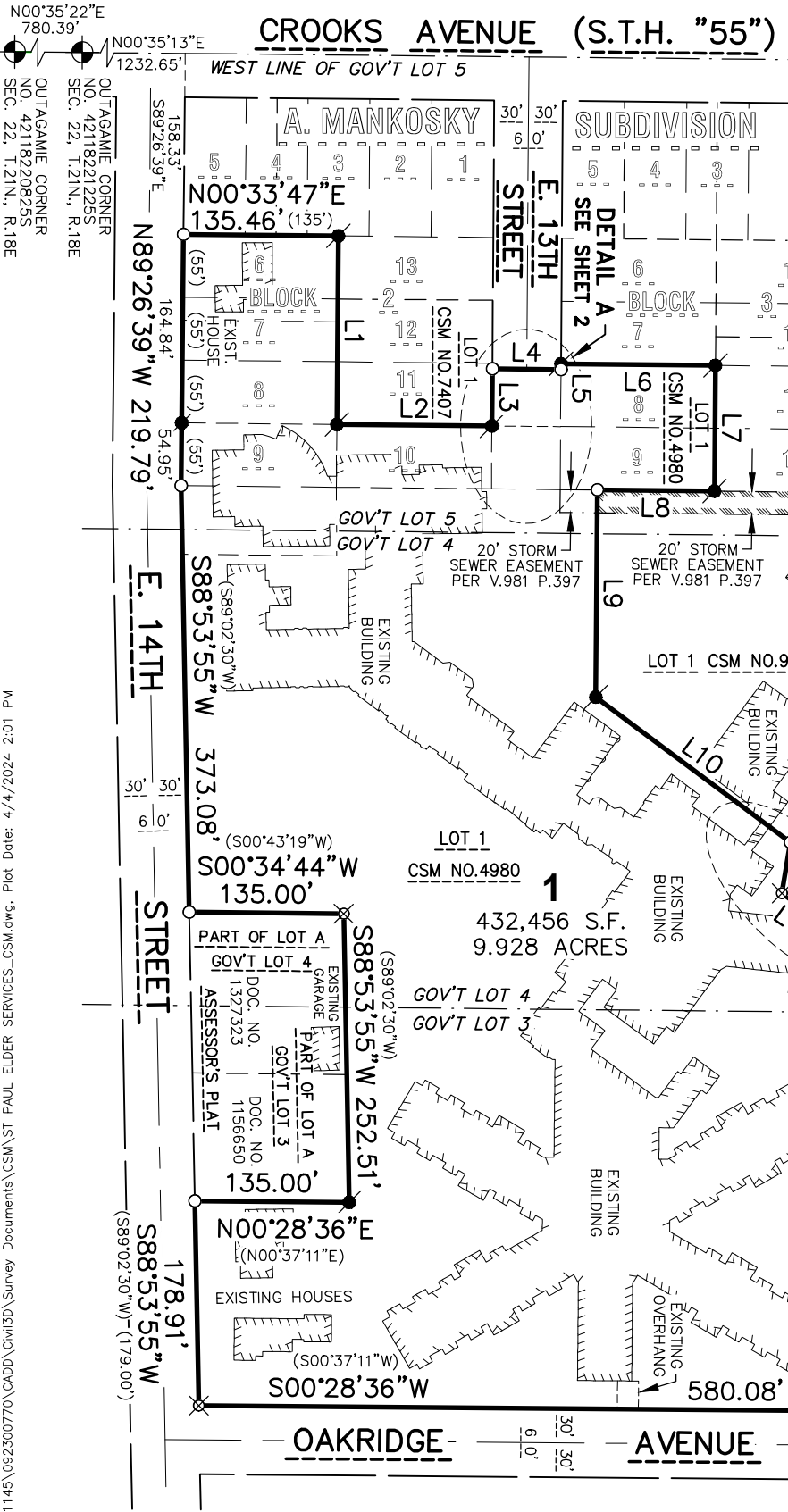
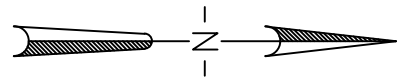
**Signature of Owner (if not Petitioner):**

**Date Submitted to City of Kaukauna:**

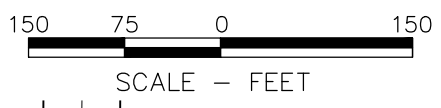
Please submit by email to [lpaul@kaukauna-wi.org](mailto:lpaul@kaukauna-wi.org) or by mail to City of Kaukauna, Attn: Plan Commission, P.O. Box 890, Kaukauna, WI 54130

### CERTIFIED SURVEY MAP SHEET 1 OF 5

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 4980, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS ON PAGE 4980, AS DOCUMENT NO. 1643684; ALL OF LOTS 6, 7, 8, 9 AND 10, BLOCK 2, A. MANKOSKY SUBDIVISION, RECORDED IN VOLUME 8 OF PLATS ON PAGE 18; ALL OF VACATED EAST 13TH STREET, AS RECORDED IN DOCUMENT NOS. 2062612 AND 2103759; PART OF LOT A, GOVERNMENT LOT 5, ACCORDING TO THE RECORDED ASSESSOR'S PLAT OF THE CITY OF KAUKAUNA; ALL BEING LOCATED IN GOVERNMENT LOTS 3, 4 AND 5 OF SECTION 22, TOWNSHIP 21 NORTH, RANGE 18 EAST, SOUTH SIDE OF THE FOX RIVER, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN



BEARINGS ARE REFERENCED TO THE WEST LINE OF GOVERNMENT LOT 5, SECTION 22, WHICH BEARS N00°35'22"E BETWEEN OUTAGAMIE COUNTY CORNER NOS. 42118220825S AND 42118221225S PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR OUTAGAMIE COUNTY



- LEGEND**
- - 3/4" x 18" ROUND STEEL REBAR WEIGHING 1.5 lbs./lineal ft. SET
  - - MAG NAIL SET
  - ⊗ - CHISELED "X" SET
  - - 3/4" STEEL REBAR FOUND
  - - 1.315" O.D. IRON PIPE FOUND
  - ⊙ - CERTIFIED LAND CORNER OUTAGAMIE COUNTY
  - S.F. - SQUARE FEET
  - ( ) - RECORDED BEARING AND/OR DISTANCE
  - [Hatched Box] - EXISTING BUILDING
  - [Dashed Box] - INGRESS & EGRESS EASEMENT PER J.11180 I.5

SEE SHEET 2 FOR DETAIL A, DETAIL B AND LINE TABLE

PROJECTS \S1145\092300770\CADD\Civil3D\Survey Documents\CSM\ST PAUL ELDER SERVICES\_CSM.dwg, Plot Date: 4/4/2024 2:01 PM

FOR: -ST. PAUL ELDER SERVICES, INC.  
-ATTN: SONDR NORDER  
-1211 OAKRIDGE AVENUE  
-KAUKAUNA, WI 54130  
DRAFTED BY: AMY M. SEDLAR



McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM



CERTIFIED SURVEY MAP

SHEET 3 OF 5

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 4980, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS ON PAGE 4980, AS DOCUMENT NO. 1643684; ALL OF LOTS 6, 7, 8, 9 AND 10, BLOCK 2, A. MANKOSKY SUBDIVISION, RECORDED IN VOLUME 8 OF PLATS ON PAGE 18; ALL OF VACATED EAST 13TH STREET, AS RECORDED IN DOCUMENT NOS. 2062612 AND 2103759; PART OF LOT A, GOVERNMENT LOT 5, ACCORDING TO THE RECORDED ASSESSOR'S PLAT OF THE CITY OF KAUKAUNA; ALL BEING LOCATED IN GOVERNMENT LOTS 3, 4 AND 5 OF SECTION 22, TOWNSHIP 21 NORTH, RANGE 18 EAST, SOUTH SIDE OF THE FOX RIVER, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, Douglas E. Woelz, Wisconsin Professional Land Surveyor S-2327, certify that I have surveyed, combined and mapped all of Lot 1 of Certified Survey Map No. 4980, recorded in Volume 28 of Certified Survey Maps on Page 4980, as Document No. 1643684; all of Lots 6, 7, 8, 9 and 10, Block 2, A. Mankosky Subdivision, recorded in Volume 8 of Plats on Page 18; all of vacated East 13th Street, as recorded in Document Nos. 2062612 and 2103759; part of Lot A, Government Lot 5, according to the recorded Assessor's Plat of the City of Kaukauna; all being located in Government Lots 3, 4 and 5 of Section 22, Township 21 North, Range 18 East, South side of the Fox River, City of Kaukauna, Outagamie County, Wisconsin containing 432,456 square feet (9.928 acres) of land more or less and described as follows:

Commencing at Outagamie Corner No. 42118220825S on the West line of said Government Lot 5; Thence N00°35'22"E, 780.39 feet along said West line to Outagamie Corner No. 42118221225S; Thence N00°35'13"E, 1232.65 feet along said West line to the Westerly extension of the North right-of-way line of E. 14th Street; Thence S89°26'39"E, 158.33 feet along said Westerly extension and the North right-of-way line of E. 14th Street to the Southwest corner of said Lot 6, Block 2 of A. Mankosky Subdivision and the Point of Beginning; Thence N00°33'47"E, 135.46 feet (recorded as 135 feet) along the West line of said Lot 6 to the Northwest corner thereof; Thence S89°30'58"E, 164.94 feet (recorded as 165 feet) along the North lines of Lots 6, 7 and 8 of said Block 2 of A. Mankosky Subdivision to the Northeast corner of said Lot 8; Thence N00°32'52"E, 135.62 feet (recorded as 135 feet) along the West line of Lot 10 of said Block 2 of A. Mankosky Subdivision to the Northwest corner thereof and the South line of Vacated E. 13th Street as recorded in Document No. 2103759; Thence N89°34'56"W, 49.94 feet along said South line to the Southwest corner thereof; Thence N00°34'44"E, 60.00 feet along the West line of Vacated E. 13th Street of said Document No. 2103759 to the North right-of-way line of E. 13th Street; Thence N89°34'56"W (recorded as N89°26'21"W), 4.99 feet along said North right-of-way line to the most Westerly line of Lot 1 of Certified Survey Map No. 4980; Thence N00°34'44"E (recorded as N00°43'19"E), 135.00 feet along said West line to a corner of said Lot 1; Thence S89°34'56"E, 109.91 feet (recorded as S89°26'21"E, 110.00 feet) along a North line of said Lot 1 to the West line of Lot 1 of Certified Survey Map No. 907, recorded in Volume 5 of Certified Survey Maps on Page 907, as Document No. 1003710; Thence S00°38'04"W (recorded as S00°43'19"W and S00°39'30"W), 102.46 feet along the West line of said Lot 1 of Certified Survey Map No. 907 to the Southwest corner thereof; Thence S89°34'56"E (recorded as S89°26'21"E and S89°33'30"E), 181.33 feet along the South line of said Lot 1; Thence the following four courses are along the Easterly line of said Lot 1; Thence N36°44'55"E (recorded as N36°53'30"E and N36°46'21"E), 212.35 feet; Thence S80°31'55"E (recorded as S80°23'20"E and S80°30'29"E), 45.18 feet; Thence N35°41'23"E (recorded as N35°49'58"E and N35°42'49"E), 50.58 feet; Thence N00°32'18"E (recorded as N00°40'53"E and N00°33'44"E), 32.20 feet to the South right-of-way line of E. 12th Street and the end of the said four courses; Thence S89°34'56"E (recorded as S89°26'21"E), 423.09 feet along said South right-of-way line to the West right-of-way line of Oakridge Avenue; Thence S00°28'36"W (recorded as S00°37'11"W), 580.08 feet along said West right-of-way line to the North right-of-way line of E. 14th Street; Thence S88°53'55"W, 178.91 feet (recorded as S89°02'30"W, 179.00 feet) along said North right-of-way line to the Southeast corner of Lands described in Document No 1156650; Thence N00°28'36"E (recorded as N00°37'11"E), 135.00 feet along the East line of said Lands to the Northeast corner thereof; Thence S88°53'55"W (recorded as S89°02'30"W), 252.51 feet along the North line of said Lands and the North line of Lands described in Document No. 1327323 to the Northwest corner thereof; Thence S00°34'44"W (recorded as S00°43'19"W), 135.00 feet along the West line of said Lands to the North right-of-way line of E. 14th Street; Thence S88°53'55"W (recorded as S89°02'30"W), 373.08 feet along said North right-of-way line to the Southeast corner of Lot 9, Block 2 of A. Mankosky Subdivision; Thence N89°26'39"W, 219.79 feet along said North right-of-way line to the Southwest corner of Lot 6, Block 2 of A. Mankosky Subdivision and the Point of Beginning.

That I have made this survey by the direction of the Owners of said Land.

I further certify that this map is a correct representation of all exterior boundary lines of the land surveyed and the combination of that land, and that I have complied with section 236.34 of the Wisconsin Statutes and the City of Kaukauna Subdivision Ordinance in surveying, combining and mapping the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

-----  
Douglas E. Woelz, S-2327  
Wisconsin Professional Land Surveyor



CERTIFIED SURVEY MAP

SHEET 4 OF 5

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 4980, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS ON PAGE 4980, AS DOCUMENT NO. 1643684; ALL OF LOTS 6, 7, 8, 9 AND 10, BLOCK 2, A. MANKOSKY SUBDIVISION, RECORDED IN VOLUME 8 OF PLATS ON PAGE 18; ALL OF VACATED EAST 13TH STREET, AS RECORDED IN DOCUMENT NOS. 2062612 AND 2103759; PART OF LOT A, GOVERNMENT LOT 5, ACCORDING TO THE RECORDED ASSESSOR'S PLAT OF THE CITY OF KAUKAUNA; ALL BEING LOCATED IN GOVERNMENT LOTS 3, 4 AND 5 OF SECTION 22, TOWNSHIP 21 NORTH, RANGE 18 EAST, SOUTH SIDE OF THE FOX RIVER, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

CITY OF KAUKAUNA COMMON COUNCIL APPROVAL:

Resolved by the Common Council of the City of Kaukauna, this Certified Survey Map is hereby approved as surveyed and mapped.

Anthony J. Penterman, Mayor Date

STATE OF WISCONSIN )ss
COUNTY OF OUTAGAMIE

I, Sally Kenney, being the duly elected, qualified and acting clerk of the City of Kaukauna, Outagamie County, do hereby certify that the Common Council of the City of Kaukauna passed Resolution Number \_\_\_\_\_ on \_\_\_\_\_, authorizing me to issue a certificate of approval of this Certified Survey Map, upon satisfaction of certain conditions, and I do hereby certify that all conditions were satisfied and the APPROVAL WAS GRANTED ON THE \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Dated \_\_\_\_\_ Sally Kenney, City Clerk

CERTIFICATE OF CITY TREASURER

I, being the duly elected, qualified and acting City Treasurer, do hereby certify that in accordance with the records in my office there are no unpaid taxes or unpaid special assessments as of \_\_\_\_\_ affecting any of the lands included in this Certified Survey Map.

City Treasurer, William Van Rossum Date

CERTIFICATE OF COUNTY TREASURER

I, being the duly elected, qualified and acting County Treasurer, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or unpaid special assessments as of \_\_\_\_\_ affecting any of the lands included in this Certified Survey Map.

County Treasurer, Rochelle Oskey Date

CERTIFIED SURVEY MAP

SHEET 5 OF 5

ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 4980, RECORDED IN VOLUME 28 OF CERTIFIED SURVEY MAPS ON PAGE 4980, AS DOCUMENT NO. 1643684; ALL OF LOTS 6, 7, 8, 9 AND 10, BLOCK 2, A. MANKOSKY SUBDIVISION, RECORDED IN VOLUME 8 OF PLATS ON PAGE 18; ALL OF VACATED EAST 13TH STREET, AS RECORDED IN DOCUMENT NOS. 2062612 AND 2103759; PART OF LOT A, GOVERNMENT LOT 5, ACCORDING TO THE RECORDED ASSESSOR'S PLAT OF THE CITY OF KAUKAUNA; ALL BEING LOCATED IN GOVERNMENT LOTS 3, 4 AND 5 OF SECTION 22, TOWNSHIP 21 NORTH, RANGE 18 EAST, SOUTH SIDE OF THE FOX RIVER, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

St. Paul Elder Services, Inc. (f.k.a. St. Paul Home, Inc.), as owner, we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, combined and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required by s.236.10 or s.236.12 of the Wisconsin Statutes to be submitted to the following for approval or objection: City of Kaukauna

WITNESS the hand and seal of said owners this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. In the Presence of:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Print Name and Title

State of \_\_\_\_\_)  
  )SS  
\_\_\_\_\_ County)

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named person to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_ County,

State of \_\_\_\_\_

My Commission Expires: \_\_\_\_\_



# MEMO

## PLANNING & COMMUNITY DEVELOPMENT

To: Plan Commission  
From: Lily Paul, Associate Planner  
Date: April 12, 2024  
Re: Rezone Request – St. Paul Elder Services – Parcels 324034000,  
324034100, 324034300 and 324034400

McMahon Engineering, agent for owner St. Paul Elder Services, has submitted a rezone request for parcels owned by St. Paul Elder Services, which will be combined into one parcel. Parcels 324034000, 324034100 and 324034400 are currently zoned Residential Two-Family and parcel 324034300 is currently zoned Residential Single Family. The parcel that most of their campus is on is zoned Institutional District and to keep compatibility, the 4 other parcels will be rezoned to Institutional District.

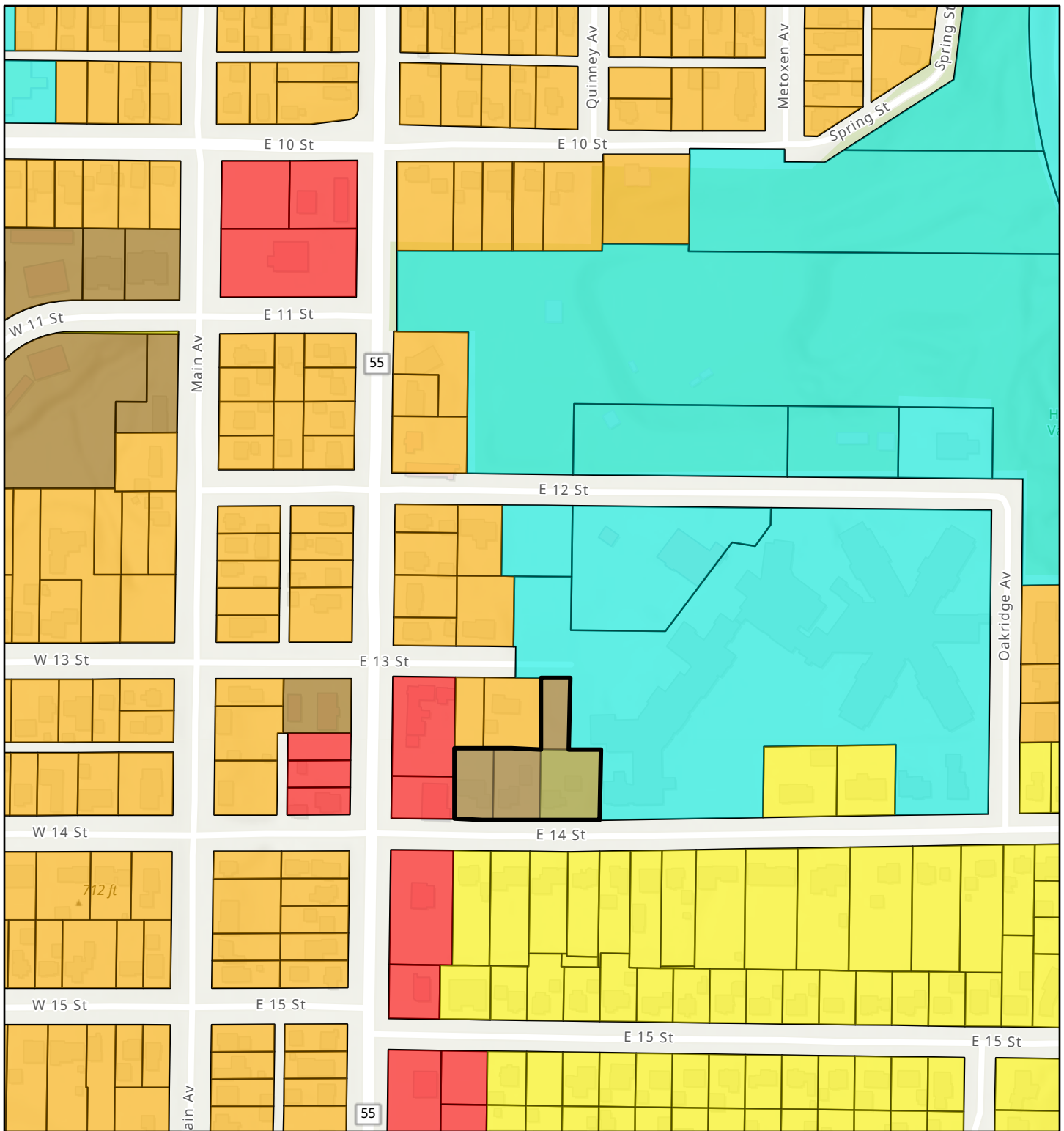
**Staff Recommendation:**

**Approve the Rezone of Parcels 324034000, 324034100, 324034300 and 324034400 from Residential Single Family (RSF) and Residential Two-Family (RTF) to Institutional District and recommend the same to the Common Council.**



# Rezone - St. Paul Elder Services

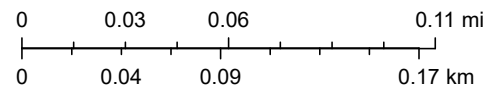
Item 4.f.



4/13/2024, 11:22:45 AM

1:4,514

- Zoning Districts**
- Commercial Highway (CHD)
  - Residential Single Family (RSF)
  - Residential Two Family (RTF)
  - Residential Multi-Family (RMF)
  - Institutional (IT)
  - Parcels



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodastatyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, County of Outagamie, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US

UPDATED 3.21.2022



# CITY OF KAUKAUNA PLAN COMMISSION

## APPLICATION FOR REVIEW

**I am requesting a:**

- Zoning Change  X
- Special Exception Permit
- Certified Survey Map Review
- Subdivision Plat Review

**Petitioner Information:**

Name: Douglas E. Woelz

Address: 1445 McMahon Drive, P.O. Box 1025, Neenah WI 54957-1025

Phone Number: 920-751-4200

Owner's Name (if not the petitioner): St. Paul Elder Services, Inc. c/o Sondra Norder

Owner's Address: 1211 Oakridge Avenue, Kaukauna 54130

Address of Parcel in Question: 221 E. 13th St., and 210, 216 & 224 E. 14th St.

Property Dimensions (in either SF or Acres): 1.042 acres

Explain your proposed plans and what you are requesting the Plan Commission approve.

Please also note if there are existing structures on this property:

Rezone parcels to Institutional to be combined with Tax Parcel No. 324043200 by CSM.

Existing structures are shown on the CSM.

**Additional Requirements:** For Certified Survey Map and Subdivision Plat Review, professionally drawn maps are required to be submitted. These maps must include all structures, lot lines and streets with distances to each. For Subdivision Plat Review, the proposed street system must be indicated on the face of the preliminary plat to indicate, within a 2,000 foot radius from the exterior border of the plat, how the proposed streets will tie into the existing street system. Maps should be drawn to a scale of not less than 1":1,000'. For Zoning Change requests that would result in split zoning (or two zoning classifications on one parcel), a professionally drawn map meeting the standards above is also required. Additional information may also be requested as may be appropriate per the proposal being made.

**Plan Commission Review Fee Schedule:**

Lot Division by Certified Survey Map (1-4 lots)	\$10/lot based on total lots
Subdivision Review (5+ lots)	\$200
Special Exception Permit	\$100
Rezoning/Zoning Change	\$100
Variance to Subdivision Ordinance	\$50
Planned Unit Subdivision Ordinance	\$200

**Please Note:** Changes to zoning ordinances, special exception permits and map/plat reviews 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:**  04-04-2024

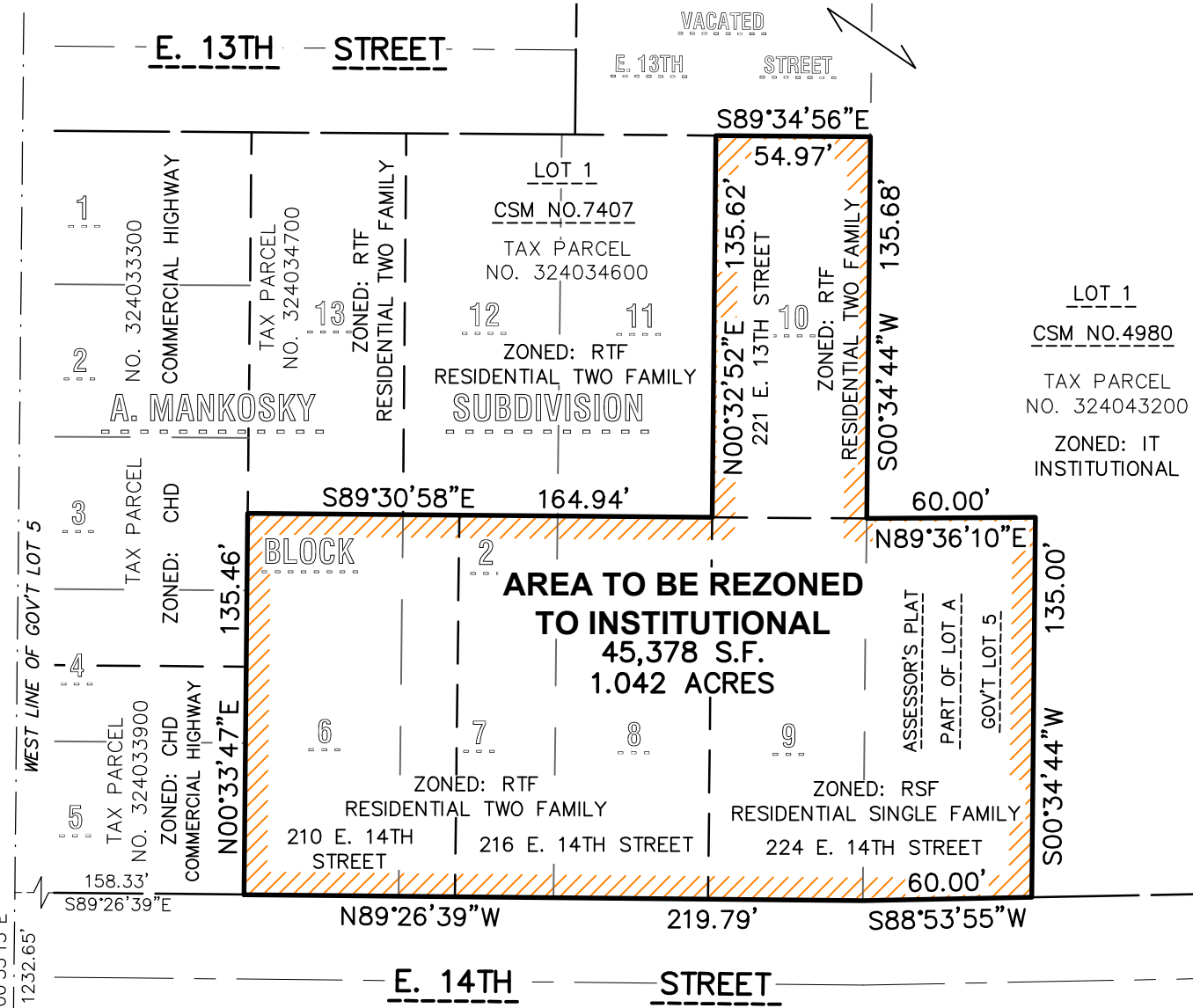
**Signature of Owner (if not Petitioner):**

**Date Submitted to City of Kaukauna:**

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

# REZONING REFERENCE MAP

ALL OF LOTS 6, 7, 8, 9 AND 10, BLOCK 2, A. MANKOSKY SUBDIVISION, RECORDED IN VOLUME 8 OF PLATS ON PAGE 18 AND A PART OF LOT A, GOVERNMENT LOT 5, ACCORDING TO THE RECORDED ASSESSOR'S PLAT OF THE CITY OF KAUKAUNA; ALL BEING PART OF SECTION 22, TOWNSHIP 21 NORTH, RANGE 18 EAST, SOUTH SIDE OF THE FOX RIVER, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN



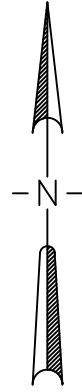
aseidar, W:\PROJECTS\S1145\092300770\CADD\Civil3D\Survey Documents\REZONING\St Paul\_Rezoning.dwg, rezoning, Plot Date: 4/4/2024 1:13 PM

N00°35'22"E  
780.39'  
OUTAGAMIE CORNER  
NO. 42118221225S  
SEC. 22, T.21N., R.18E

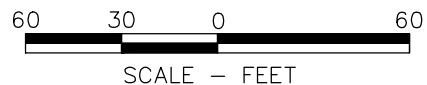
N00°35'13"E  
1232.65'  
OUTAGAMIE CORNER  
NO. 42118220825S  
SEC. 22, T.21N., R.18E

**McMAHON**  
ENGINEERS ARCHITECTS

1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025  
Tel: (920) 751-4200 Fax: (920) 751-4284



BEARINGS ARE REFERENCED TO THE WEST LINE OF GOVERNMENT LOT 5, SECTION 22, WHICH BEARS N00°35'22"E BETWEEN OUTAGAMIE COUNTY CORNER NOS. 42118220825S AND 42118221225S PER THE WISCONSIN COUNTY COORDINATE SYSTEM AS PUBLISHED FOR OUTAGAMIE COUNTY



Project No. S1145 092300770.00  
Drawn By AMS Date April 2024

# REZONING

## LEGAL DESCRIPTION

### AREA TO BE REZONED FROM RESIDENTIAL TWO FAMILY AND RESIDENTIAL SINGLE FAMILY TO INSTITUTIONAL

All of Lots 6, 7, 8, 9 and 10, Block 2, A. Mankosky Subdivision, recorded in Volume 8 of Plats on Page 18 and a part of Lot A, Government Lot 5, according to the recorded Assessor's Plat of the City of Kaukauna; all being part of Section 22, Township 21 North, Range 18 East, South side of the Fox River, City of Kaukauna, Outagamie County, Wisconsin containing 45,378 square feet (1.042 acres) of land more or less and described as follows:

- Commencing at Outagamie Corner No. 42118220825S on the West line of said Government Lot 5; Thence N00°35'22"E, 780.39 feet along said West line to Outagamie Corner No. 42118221225S;
- Thence N00°35'13"E, 1232.65 feet along said West line to the Westerly extension of the North right-of-way line of E. 14th Street;
- Thence S89°26'39"E, 158.33 feet along said Westerly extension and the North right-of-way line of E. 14th Street to the Southwest corner of said Lot 6, Block 2 of A. Mankosky Subdivision and the Point of Beginning;
- Thence N00°33'47"E, 135.46 feet along the West line of said Lot 6 to the Northwest corner thereof;
- Thence S89°30'58"E, 164.94 feet along the North lines of Lots 6, 7 and 8 of said Block 2 of A. Mankosky Subdivision to the Northeast corner of said Lot 8;
- Thence N00°32'52"E, 135.62 feet along the West line of Lot 10 of said Block 2 of A. Mankosky Subdivision to the Northwest corner thereof and the South right-of-way line of vacated E. 13th Street;
- Thence S89°34'56"E, 54.97 feet along the North line of said Lot 10 to the Northeast corner thereof;
- Thence S00°34'44"W, 135.68 feet along the East line of said Lot 10 to the Southeast corner thereof, also being a Westerly line of Lot 1 of Certified Survey Map No. 4980 recorded in Volume 28 of Certified Survey Maps on Page 4980, as Document No. 1643684;
- Thence N89°36'10"E, 60.00 feet along a Westerly line of said Lot 1 of Certified Survey Map No. 4980;
- Thence S00°34'44"W, 135.00 feet along a Westerly line of said Lot 1 to the North right-of-way line of E. 14th Street;
- Thence S88°53'55"W, 60.00 feet along said North right-of-way line to the Southeast corner of Lot 9, of said Block 2 of A. Mankosky Subdivision;
- Thence N89°26'39"W, 219.79 feet along said North right-of-way line to the Southwest corner of Lot 6, of said Block 2 of A. Mankosky Subdivision and the Point of Beginning.



1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025  
Tel: (920) 751-4200 Fax: (920) 751-4284

Project No. S1145 092300770.00  
Drawn By AMS Date April 2024



## Legal Description

Area to be Rezoned from Residential Two Family and Residential Single Family to Institutional

All of Lots 6, 7, 8, 9 and 10, Block 2, A. Mankosky Subdivision, recorded in Volume 8 of Plats on Page 18 and a part of Lot A, Government Lot 5, according to the recorded Assessor's Plat of the City of Kaukauna; all being part of Section 22, Township 21 North, Range 18 East, South side of the Fox River, City of Kaukauna, Outagamie County, Wisconsin containing 45,378 square feet (1.042 acres) of land more or less and described as follows:

Commencing at Outagamie Corner No. 42118220825S on the West line of said Government Lot 5; Thence N00°35'22"E, 780.39 feet along said West line to Outagamie Corner No. 42118221225S;

Thence N00°35'13"E, 1232.65 feet along said West line to the Westerly extension of the North right-of-way line of E. 14th Street;

Thence S89°26'39"E, 158.33 feet along said Westerly extension and the North right-of-way line of E. 14th Street to the Southwest corner of said Lot 6, Block 2 of A. Mankosky Subdivision and the Point of Beginning;

Thence N00°33'47"E, 135.46 feet along the West line of said Lot 6 to the Northwest corner thereof;

Thence S89°30'58"E, 164.94 feet along the North lines of Lots 6, 7 and 8 of said Block 2 of A. Mankosky Subdivision to the Northeast corner of said Lot 8;

Thence N00°32'52"E, 135.62 feet along the West line of Lot 10 of said Block 2 of A. Mankosky Subdivision to the Northwest corner thereof and the South right-of-way line of vacated E. 13th Street;

Thence S89°34'56"E, 54.97 feet along the North line of said Lot 10 to the Northeast corner thereof;

Thence S00°34'44"W, 135.68 feet along the East line of said Lot 10 to the Southeast corner thereof, also being a Westerly line of Lot 1 of Certified Survey Map No. 4980 recorded in Volume 28 of Certified Survey Maps on Page 4980, as Document No. 1643684;

Thence N89°36'10"E, 60.00 feet along a Westerly line of said Lot 1 of Certified Survey Map No. 4980;

Thence S00°34'44"W, 135.00 feet along a Westerly line of said Lot 1 to the North right-of-way line of E. 14th Street;

Thence S88°53'55"W, 60.00 feet along said North right-of-way line to the Southeast corner of Lot 9, of said Block 2 of A. Mankosky Subdivision;

Thence N89°26'39"W, 219.79 feet along said North right-of-way line to the Southwest corner of Lot 6, of said Block 2 of A. Mankosky Subdivision and the Point of Beginning.



# MEMO

## Engineering Department

To: Plan Commission  
 From: John Neumeier – DPW/City Engineer  
 Date: 4/12/2024  
 Re: Park Reforestation Plans and 2024 Inflation Reduction Act Urban Forestry Grant Letter of Support

Several City parks have been negatively affected by emerald ash borer beetle damage and subsequent tree removal. Some of the worst areas include Grignon Park, White City Park, Strassburg Park, and 1000 Islands. City staff met and walked some of these areas earlier this year to get a feel for the extent of damage and to start developing a reforestation plan for each area. AP Lily Paul has created the plans/maps attached. We are incorporating a variety of trees and shrubs to provide resiliency, shade, habitat, screening, and bird and pollinator interest. We will ask for your input and any recommendations at the meeting.

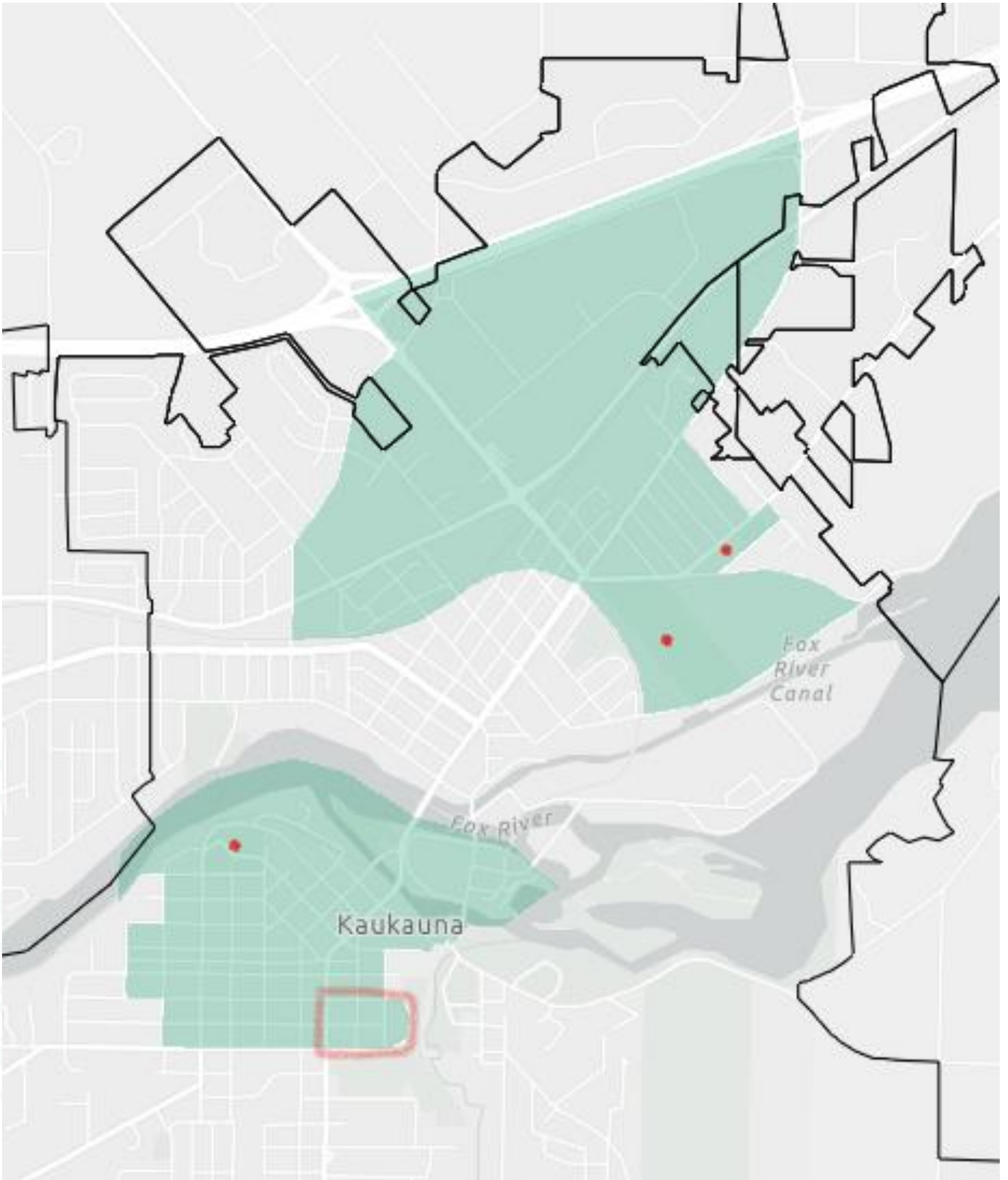
In addition to the City funds allocated for these projects, we are also looking for grant opportunities to stretch our dollars and make bigger impacts. A new grant opportunity was brought to our attention, and we are looking for support from this board as part of the application process.

From DNR: The Urban Forestry Inflation Reduction Act (UF IRA) Grant program uses federal funds to support projects that positively impact trees and people within disadvantaged communities in Wisconsin.

- Grants range from \$1,000 to \$500,000 and require no match.
- Projects must take place in or benefit people living in disadvantaged communities. (See green shaded areas of the map on the next page.)
  - Opportunities
    - Grignon Park
    - Strassberg Park
    - LaFollette Park
    - 2024 Paving Project
- Grant projects may cover a duration up to 3 years from the project start date.
- Procurement: Federal grant dollars are subject to the Code of Federal Regulation (CFR).

### **Staff Recommendation**

Approve the planting and reforestation plans and authorize the Mayor to send a letter of support for the 2024 Inflation Reduction Act Urban Forestry Grant from the Plan Commission.



## DRAFT LETTER OF SUPPORT

April 18, 2024

John W. Neumeier  
Director of Public Works/City Engineer  
City of Kaukauna  
144 West Second Street, PO Box 890  
Kaukauna, WI 54130-0890

Re: Letter of Support for the 2024 Inflation Reduction Act Urban Forestry Grant

Dear Mr. Neumeier:

The Kaukauna Plan Commission supports the City of Kaukauna's desire to apply for a 2024 Inflation Reduction Act Urban Forestry Grant from the Wisconsin Department of Natural Resources (DNR) for reforestation efforts within disadvantaged communities. City staff has developed reforestation plans for several City Parks that will help restore areas impacted by emerald ash borer beetle and will provide habitat and interest to birds, small mammals, and pollinators, creating a healthy natural element within our urban areas.

The Plan Commission recognizes that urban trees and forests are vital to creating and maintaining a healthy, livable community by providing many social, economic, and environmental benefits to people. The ability to reduce air pollution and stormwater runoff, decrease energy consumption, mitigate the heat island effect, and improve human health are just a few of the essential services trees provide to communities. Neighborhood trees have shown the ability to reduce stress, improve overall health and development in children, and encourage physical activity.

We support the grant application as the grant funds will assist in the reestablishment of damaged park areas in disadvantaged communities, will benefit all residents using the parks, and will make a positive impact on biodiversity, stormwater management, habitat, and provide bird and pollinator interest within the City of Kaukauna.

Sincerely,

Mayor Anthony J. Penterman  
City of Kaukauna Plan Commission