PLAN COMMISSION

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

Thursday, November 19, 2026 at 4:00 PM

AGENDA

In-Person in Common Council Chambers, City of Kaukauna

1. Roll Call.

2. Approval of Minutes.
   a. Approve Minutes from November 5, 2026

3. Old Business.

4. New Business.
   a. Extraterritorial CSM Review - N214 Debruin Road (Town of Buchanan)
   b. CSM Review - UA 400
   c. Grignon Park Projects
   d. Fence Height

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, November 5, 2026 at 4:00 PM

MINUTES

In-Person in Council Chambers

Mayor Penterman called the meeting to order at 4:00 p.m.

1. Roll Call

   Members Present: Brett Jensen, Giovanna Feller, Kelli Antoine, John Moore, Michael Avanzi, Ken Schoenike, John Neumeier, Mayor Tony Penterman

   Others Present: Planning and Community Development Director Dave Kittel, Associate Planner Adrienne Nelson

2. Approval of Minutes
   a. Approve Minutes from October 22, 2026

      Antoine made a motion to approve the minutes from October 22, 2026. Seconded by Neumeier. The motion passed unanimously.

3. Old Business
   a. None

4. New Business
   a. Park Donations – Replacement Policy

      Associate Planner Nelson provided a brief background on a proposed update to the City's park donation policy. A memorial tree donation was made by Nancy Zornow in 2022. Nancy came in on July 29, 2026 to notify the Planning and Community Development Department that the spring snow crabapple tree that was donated was destroyed by deer. This sparked internal discussion on how to handle tree donations that arguably did not last for their full, useful life. Planning and Community Development staff spoke with Street Superintendent Van Gompel about updating policy language to state the following: "Donated trees will be replaced by request at no cost to the donor for up to three years after planting in the event that the tree dies. This is a one-time

replacement offer and does not apply in the event that the replacement tree dies." Staff are requesting discussion on this proposed update and direction on how to handle similar issues moving forward.

Moore asked what the policy is for terrace trees planted during street projects. What replacement guarantee is there?

Neumeier explained that property owners are provided a list of trees to choose from. Depending on where the City purchases the trees from, we are warrantied for a certain amount of time, usually two years at most.

Antoine asked for clarification on the phrasing "replaced by request". Will trees be replaced if City staff notice they are dying, or is it only by donor request?

Nelson explained that staff would address any issues noticed with donated trees but that, since City staff are not actively checking on trees after they are planted, the donor would likely notice an issue and report it first.

Director Kittel added that, in this instance, the tree donated was of a very specific type. The City could always replace with a more standard tree variety unless the donor was willing to finance the difference.

Moore pointed out that, in this instance, the damage was done by deer. Many warranties will not cover damage done by animals or people.

Neumeier agreed, and added that most warranties cover issues with the initial planting or diseases.

Kittel stated that it can be clarified that replacements are not offered for situations outside of the City's control.

Moore asked if the donor, Nancy, Zornow, would be required to pay for a replacement tree.

Nelson explained that, as the policy is written currently, she would have to pay for a replacement.

Neumeier commented that better recommendation on what types of trees would be best suited for certain areas of the City could be provided in the future, as it may be best to steer clear of planting fruit trees by areas frequented by deer. He would not be opposed to replacing the spring snow crabapple with a tree of the City's choosing.

Antoine asked if there was a plaque in place for the tree donation, and if it would be possible to relocate the donation elsewhere.

Nelson explained that the tree was planted by a donated bench and associated plaque. She asked what the Plan Commission's thoughts were on the proposed three year replacement period, and added that the proposed language could be changed to apply solely to situations within the City's control, such as watering or general maintenance.

Schoenike agreed that there was a need for a timeline, and thought that three years was appropriate.

Neumeier agreed with the three year recommendation and added that, moving forward, a little more attention would need to be paid to the placement of trees.

Moore made a motion to approve the policy updates with the condition that staff will work with the donor to clarify tree replacement and protective measures to prevent damage to the tree if necessary. Seconded by Jensen. The motion passed unanimously.

b. Bench and Tree Application – Riske

Associate Planner Nelson introduced the park bench and tree donation application submitted by Amanda Riske in memory of Vicki Wagner. The proposed location of the bench and tree would be at the Ann Street and Fieldcrest Drive crossing guard corner. This bench would be in the City of Kaukauna's standard Cambridge bench style, but in purple, and would

include a plaque with a butterfly design installed near the bench. The tree would be either a brandy wine maple or a tina crabapple. Staff is recommending approval of the park bench and tree donation for Amanda Riske in memory of Vicki Wagner with the condition that staff will work with the donor to finalize the location of the bench and tree.

Several commissioners brought up concerns about planting a crabapple at the proposed location due to possible maintenance issues. The general consensus was that a maple tree would be preferred.

Neumeier asked if the bench manufacturer the City typically uses is able to provide a purple bench.

Nelson explained that staff had reached out to the manufacturer and been told that a purple bench could be provided.

Moore asked if there was any additional costs associated with a different bench color.

Nelson explained that she was not aware of any additional costs for the bench, but that there would be one for the plaque design.

Moore asked if the plaque would be affixed to the bench.

Nelson explained that the plaques the City uses are too large to be installed directly on the bench and instead are installed on the concrete pad.

Neumeier noted that Vicki Wagner was a City crossing guard for many years. He asked if any consideration would be given to contributing something to this project in her memory.

Moore suggested the City cover any costs associate with installation. The donor would then only need to cover costs for the bench, plaque, and tree.

Neumeier made a motion to approve the park bench and tree donation for Amanda Riske in memory of Vicki Wagner, with installation costs to be

covered by the City, and with the condition that staff will work with the donor to finalize the location of the bench and tree. Seconded by Jensen. The motion passed unanimously.

5. Other Business
    a. None

6. Adjourn

Moore made a motion to adjourn the meeting. Seconded by Schoenike. Motion passed unanimously. The meeting adjourned at 4:19 p.m.

MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission

From: Adrienne Nelson, Associate Planner

Date: November 4, 2026

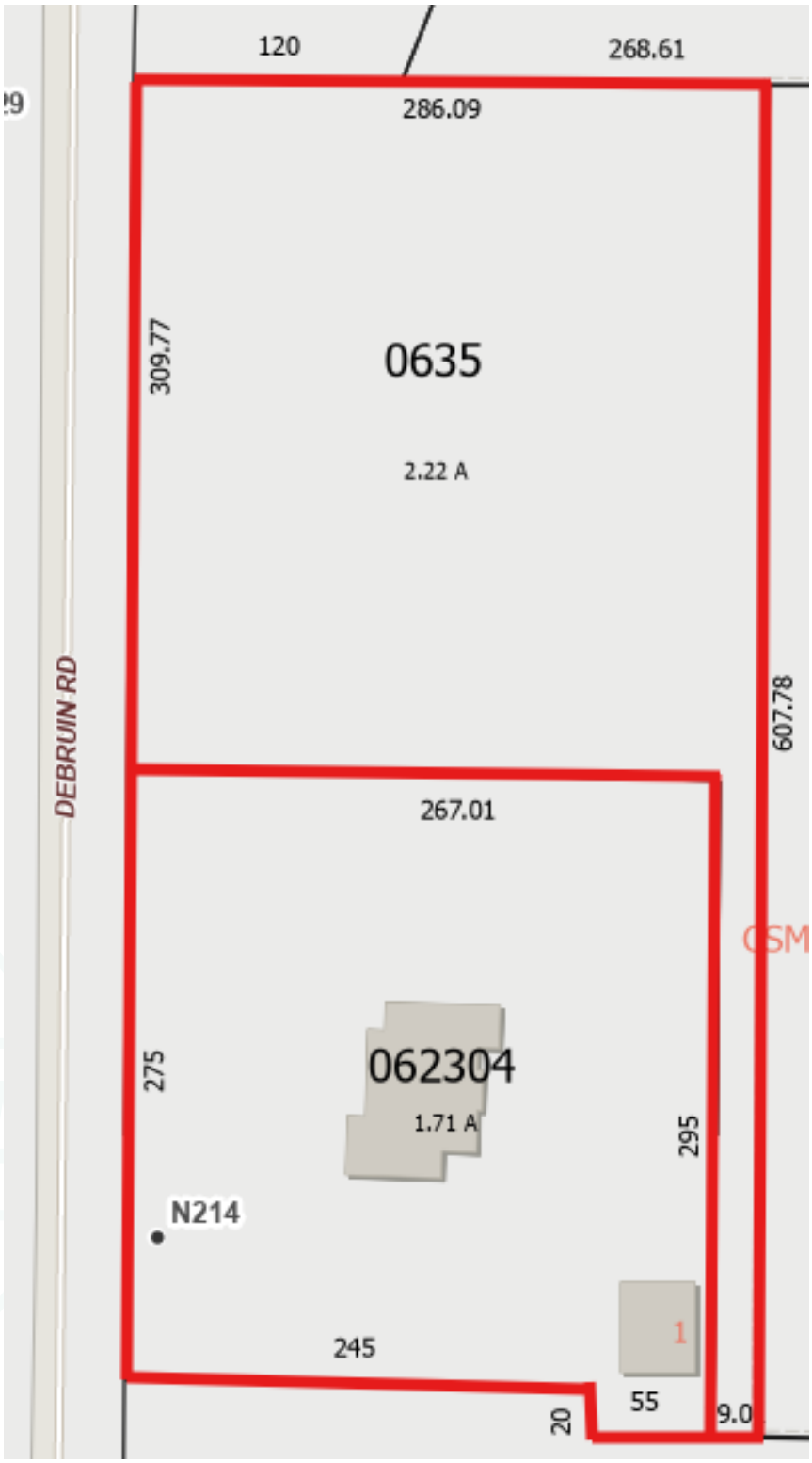
Re: Extraterritorial CSM Review – N214 Debruin Road (Town of Buchanan)

Scott Andersen, surveyor, has submitted a certified survey map on behalf of James and Beth Verbeten, owners of parcel 030062304, and Dercks 5 LLC, owner of parcel 030063500, for the creation of a 3-lot CSM.

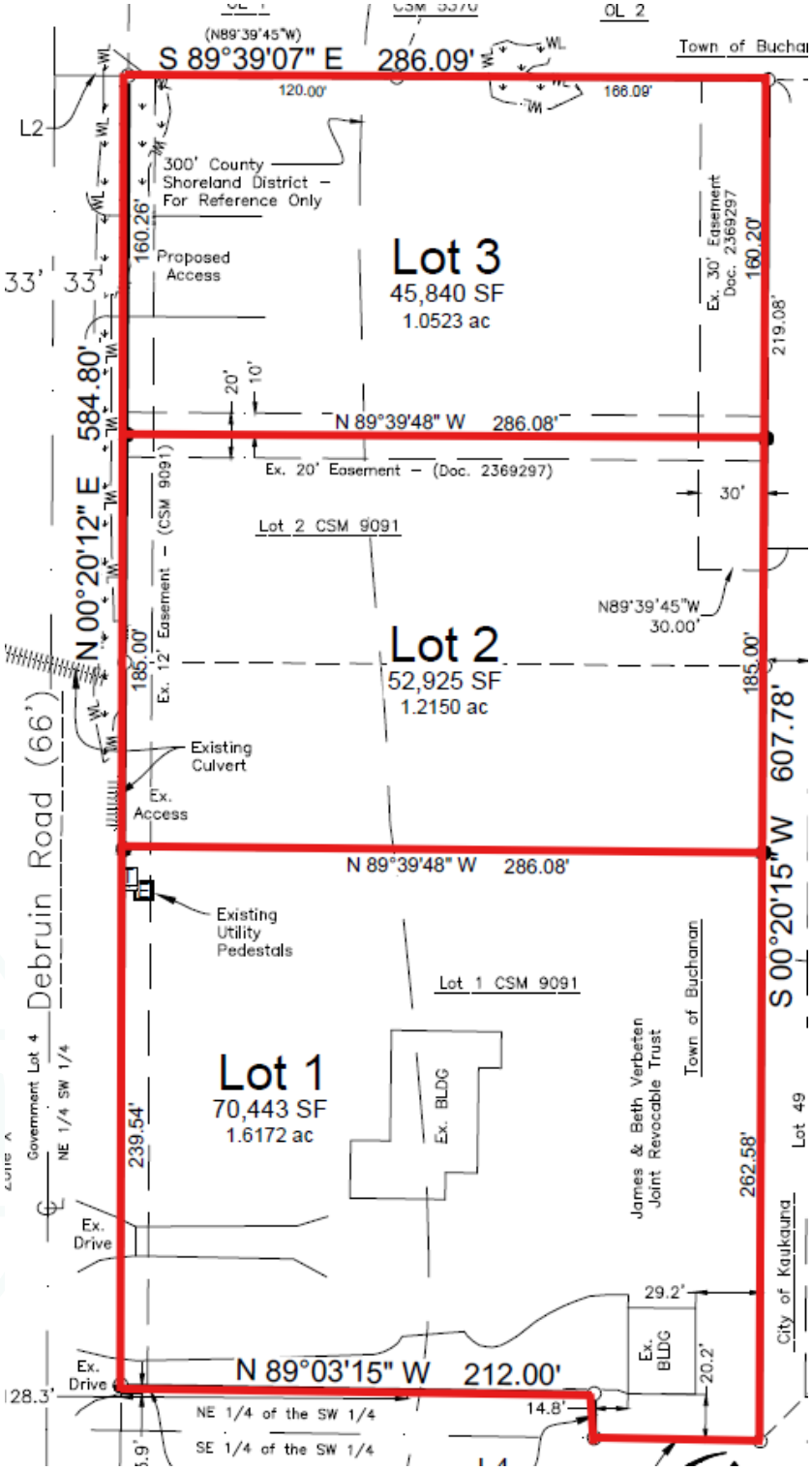
These parcels fall within the extraterritorial review area of the City of Kaukauna, which is why this CSM is being brought before the Plan Commission. They are contiguous to existing land within the City of Kaukauna and, although there are no plans for annexation at this time, could feasibly be annexed in the future.

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

Current:


120
268.61
286.09
309.77
0635
2.22 A
DEBRUIN RD
607.78
267.01
062304
1.71 A
275
295
N214
245
1
55
20
9.0

Proposed:


(N89°39'45"W)
S 89°39'07" E 286.09'
120.00'
166.09'
OL 2
Town of Buchar
L2
300' County Shoreland District – For Reference Only
160.26'
Proposed Access
Lot 3
45,840 SF
1.0523 ac
Ex. 30' Easement Doc. 2369297
160.20'
219.08'
33'
33'
584.80'
N 00°20'12" E
20'
10'
N 89°39'48" W 286.08'
Ex. 20' Easement – (Doc. 2369297)
30'
Lot 2 CSM 9091
Ex. 12' Easement – (CSM 9091)
N89°39'45"W 30.00'
185.00'
Lot 2
52,925 SF
1.2150 ac
185.00'
607.78'
S 00°20'15" W
Existing Culvert
Ex. Access
N 89°39'48" W 286.08'
Existing Utility Pedestals
Lot 1 CSM 9091
Debruin Road (66')
Government Lot 4
NE 1/4 SW 1/4
Lot 1
70,443 SF
1.6172 ac
Ex. BLDG
James & Beth Verbeten Joint Revocable Trust
Town of Buchanan
239.54'
262.58'
Lot 49
Ex. Drive
29.2'
Ex. BLDG
20.2'
City of Kaukauna
Ex. Drive
N 89°03'15" W 212.00'
28.3'
14.8'
NE 1/4 of the SW 1/4
SE 1/4 of the SW 1/4

Recommendation:
Staff recommend approval of the extraterritorial Certified Survey Map to the Common Council.

APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM

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

Petitioner Information:

Name: Scott Andersen

Mailing Address: 1164 Province Terrace

Phone Number: [redacted]

Email: [redacted]

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

Name: James & Beth Verbeten

Mailing Address: N214 Debruin Road

Phone Number: [redacted]

Email: [redacted]

Property Information:

Site Address/Location: N214 DEBRUIN RD

Lot Dimensions and Area:

Current Zoning: Town Zoning - Single Family

Number of Lots to be Created: 3 lot CSM from existing lots

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

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

Extraterritorial Review

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

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

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Certified survey map reviews often require action by multiple governmental bodies and sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:

DocuSigned by:
Scott Andersen 10/30/2026
695015AE4EAB48D...

Signature of Owner (If Not Petitioner):

Signed by:
Jim and Beth Verbeten 10/30/2026
13CE1CCCE683406...

Date Submitted to the City of Kaukauna:

10/30/2026

Please submit by email to planning@kaukauna.gov or by mail to:
City of Kaukauna
Attn: Planning and Community Development Department
144 W Second Street
Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 10/30/2026

Payment Received:

Payment Receipt #:

Certified Survey Map Reviewed: ☑

Plan Commission Approval:

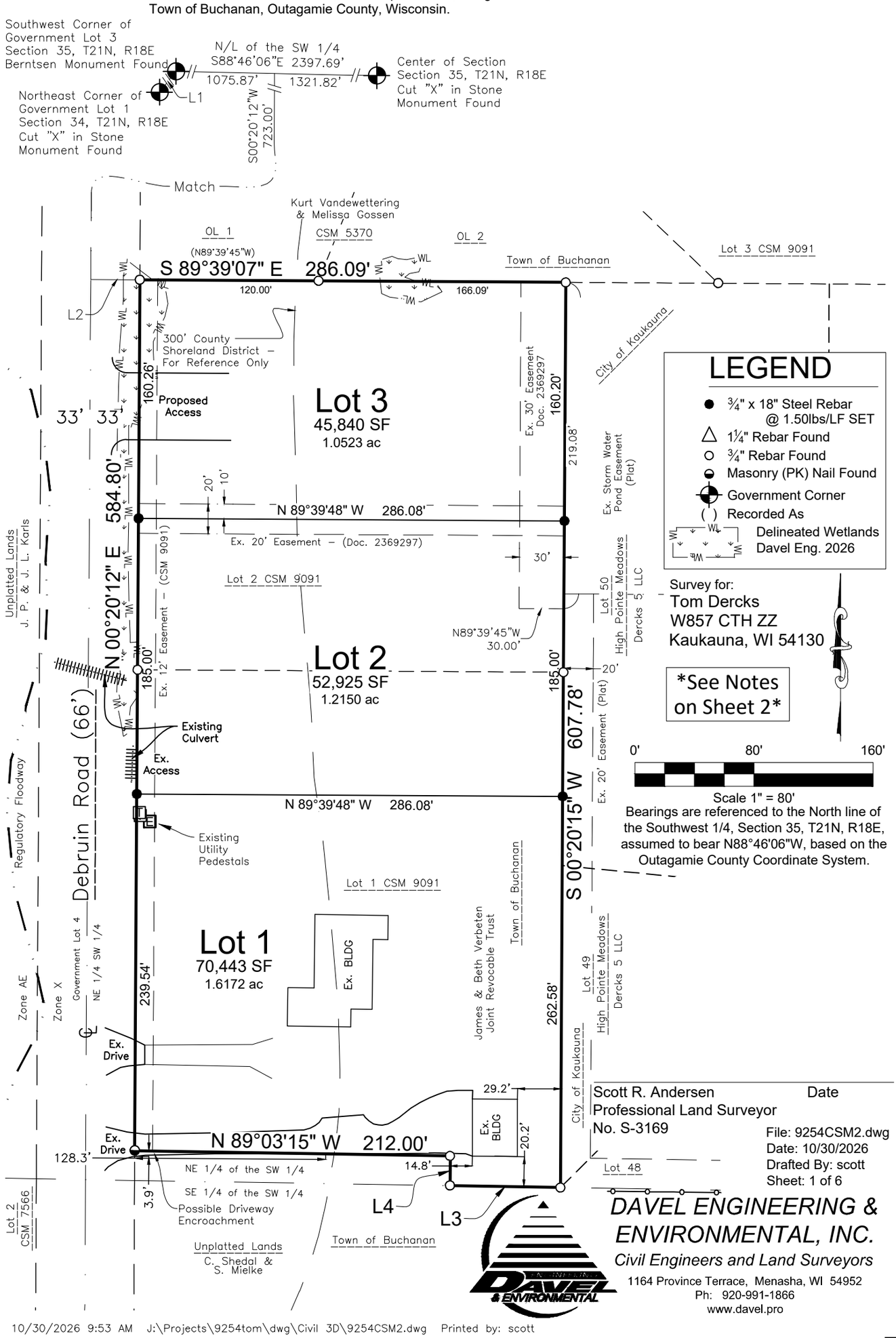
Legislative Committee Approval:

Common Council Approval:

Signature of Planning & Community Dev. Staff:

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.



Scott R. Andersen — Date
Professional Land Surveyor
No. S-3169

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 1 of 6

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

10/30/2026 9:53 AM J:\Projects\9254tom\dwg\Civil 3D\9254CSM2.dwg Printed by: scott

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Buchanan and Outagamie County, and under the direction of Dercks 5, LLC, and James J. & Beth C. Verbeten Joint Revocable Trust Dated July 9, 2012, the property owners of said land, I have surveyed, divided, combined and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin, containing 169,209 Square Feet (3.8845 Acres) of land. Described Parcels are Subject to all easements and restrictions of record.

Given under my hand this _____ day of _____, _____.

LINE TABLE		
Line	Bearing	Length
L1	S 38°32'53" W	400.08'
L2	S 89°39'07" E	33.00'
L3	N 89°03'15" W	74.09'
L4	N 00°20'12" E	20.00'

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

Additional action is required.

This map does NOT transfer ownership of the property or properties shown. Sale or transfer of ownership requires a separate document to be recorded at the Register of Deeds office. No lot or parcel shall hereafter be created or altered by deed or any other means other than by an approved and recorded certified survey map or subdivision plat.

Survey Notes:

-Right-to-farm statement.

The lots created on this map are adjacent to properties that, as of the date of this document, are being used for agricultural purposes. Some individuals believe the activities associated with the agricultural use constitute a nuisance or conflict with the quiet enjoyment of their property. This statement is intended to provide third parties with notice agricultural activities may exist on the adjacent properties.

-Drain tile statement.

Any agricultural drain tile which is disturbed, cut or broken as part of the development of the CSM or excavation for construction must be repaired and/or relocated to allow for the drain tile to continue to drain as originally designed. The cost of repair and/or replacement of the drain tile must be borne by the party damaging the drain tile.

-Floodplain Information

(Subject Site per FIRM Map No. 55087C0456D with an effective date of July 22, 2010.)

a) Mapped as "Zone X": Area determined to be outside the 0.2% annual chance floodplain.

-Wetland Notes - Hydric Soils:

Prior to development, a wetland delineation may be required on lots 1-3 per Town of Buchanan Stormwater Ordinance. A wetland buffer is required and is regulated by the susceptibility of the wetland and shall be shown on the construction documents.

***Wetlands Shown were delineated by Davel Engineering (May 2026) and valid for 5 years given no permitting or impact to them. It is under the regulation of the Town of Buchanan, Outagamie County and Wisconsin Department of Natural Resources to require an updated or new delineation prior to development.*

US Army Corps of Engineers Approved Jurisdictional Determination #MVP-2026-00546-RJH and Non-Federal Exemption File # EXE-NE-2026-45-03196 exist within this Certified Survey Map. Additional permits or exemptions will be required prior to building on lots 1-3 if wetlands will be impacted by the development of the lot.

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 2 of 6

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.

Owner Certificate

Dercks 5, LLC, a limited liability company duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that I caused the land above described to be surveyed, divided, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Outagamie County Department of Development & Land Services
Town of Buchanan
City of Kaukauna

IN WITNESS WHEREOF, the said Dercks 5, LLC, has caused these presents to be

signed by its authorized representatives, located at, _____, Wisconsin,

this _____day of _____, 20_____.

In the Presence of: Dercks 5, LLC

By_____

Print name and Title_____

State of Wisconsin)
)SS
_____County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ _____ My Commission Expires _____
Notary Public, Wisconsin

_____
Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 3 of 6

10/30/2026 9:58 AM J:\Projects\9254tom\dwg\Civil 3D\9254CSM2.dwg Printed by: scott

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.

Consent of Corporate Mortgagee

The Bank of Kaukauna, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the herein described lands, does hereby consent to the surveying, dividing, and mapping as described and represented on this map, and does consent to the certificate of Dercks 5, LLC, owner of said lands.

IN WITNESS WHEREOF, the said Bank of Kaukauna, has caused these presents to be signed by its

Authorized Financial Officers, at _____, Wisconsin and it's Corporate seal to be affixed hereon

this _____ day of _____, 20____

_____ _____
Authorized Financial Officer Date

_____ _____
Print Name Title

_____ _____
Authorized Financial Officer Date

_____ _____
Print Name Title

State of Wisconsin)
)SS
_____County)

Personally came before me on the _____ day of _____, 20_____, the above named Authorized Financial Officers of The Bank of Kaukauna, to me known to be the persons who executed the foregoing certificate and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin

_____
Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 4 of 6

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.

Owners' Certificate

We, James J Verbeten and Beth C. Berbeten, as Trustees of James & Beth Verbeten Joint Revocable Trust dated July 9, 2012, hereby certify that we caused the land described on this certified survey map to be surveyed, divided and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Outagamie County Department of Development & Land Services
Town of Buchanan
City of Kaukauna

In the presence of: James J. & Beth C. Verbeten Joint Revocable Trust dated July 9, 2012

_____ _____

James J. Verbeten
Trustee

Beth C. Verbeten
Trustee

State of Wisconsin)
)SS
_____County)

This record was acknowledged before me on the _____ day of _____, 20, by James J. Verbeten and Beth C. Verbeten, as Trustees of the James J. & Beth C. Verbeten Joint Revocable Trust dated July 9, 2012.

_____ _____ My Commission Expires _____
Notary Public, Wisconsin

_____

Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 5 of 6

Certified Survey Map No. _____

All of Lots 1 and 2, Certified Survey Map No. 9091 (Doc. 2376443); Being Part of the Northeast 1/4 of the Southwest 1/4 of Section 35, Township 21 North, Range 18 East, Town of Buchanan, Outagamie County, Wisconsin.

Town Administrative Approval Certificate

This certified survey map in the Town of Buchanan, Outagamie County, Dercks 5, LLC, James J. Verbeten and Beth C. Verbeten Joint Revocable Trust dated July 9, 2012, the property owners, is hereby approved by the Town of Buchanan.

_____ _____
Michael J. D. Brown, Town Administrator Date

I hereby certify that the foregoing Certified Survey Map was approved by the authorized staff representative of the Town of Buchanan.

_____ _____
Cynthia Sieracki, Clerk/Treasurer Date

City Approval Certificate (Extraterritorial)

This Certified Survey Map has been reviewed by the City of Kaukauna and is approved.

_____ _____ _____
Mayor Print Name Date

I hereby certify that the foregoing Certified Survey Map was approved by the authorized staff representative of the City of Kaukauna.

_____ _____ _____
Clerk Print Name Date

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers of the Town of Buchanan and Outagamie County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on any of the land included in this certified survey map.

_____ _____ _____
Town Treasurer Print Name Date

_____ _____ _____
County Treasurer Print Name Date

Department of Development and Land Services Approval Certificate

Resolved, that this certified survey map in the Town of Buchanan, Outagamie County, Dercks 5, LLC, James J. Verbeten and Beth C. Verbeten Joint Revocable Trust dated July 9, 2012, the property owners, is hereby approved by Outagamie County.

_____ _____ _____
Department Representative Print Name Date

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

the property owners of record:	Recording Information:	Parcel Number(s):
Dercks 5 LLC	Doc. 2363967 Doc. 2376443 (CSM)	030063500
James J. Verbeten and Beth C. Verbeten Joint Revocable Trust dated July 9, 2012	Doc. 1988610 Doc. 2376443 (CSM)	030062304

_____
Scott R. Andersen Date
Professional Land Surveyor
No. S-3169

File: 9254CSM2.dwg
Date: 10/30/2026
Drafted By: scott
Sheet: 6 of 6

Oct 30, 2026 – 09:59 AM J:\Projects\9254tom\dwg\Civil 3D\9254CSM2.dwg Printed by: scott

MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission

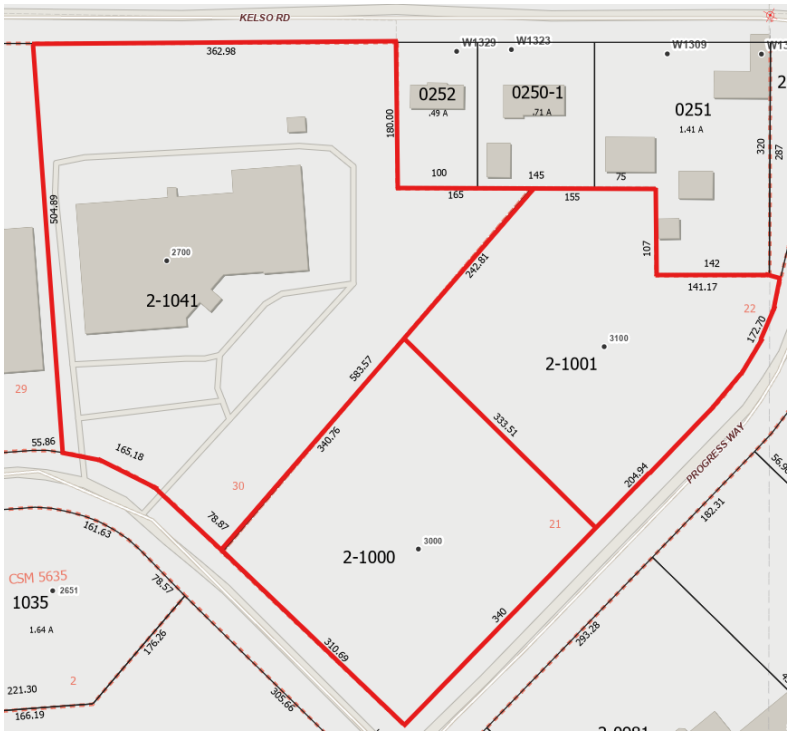
From: Adrienne Nelson, Associate Planner

Date: November 11, 2026

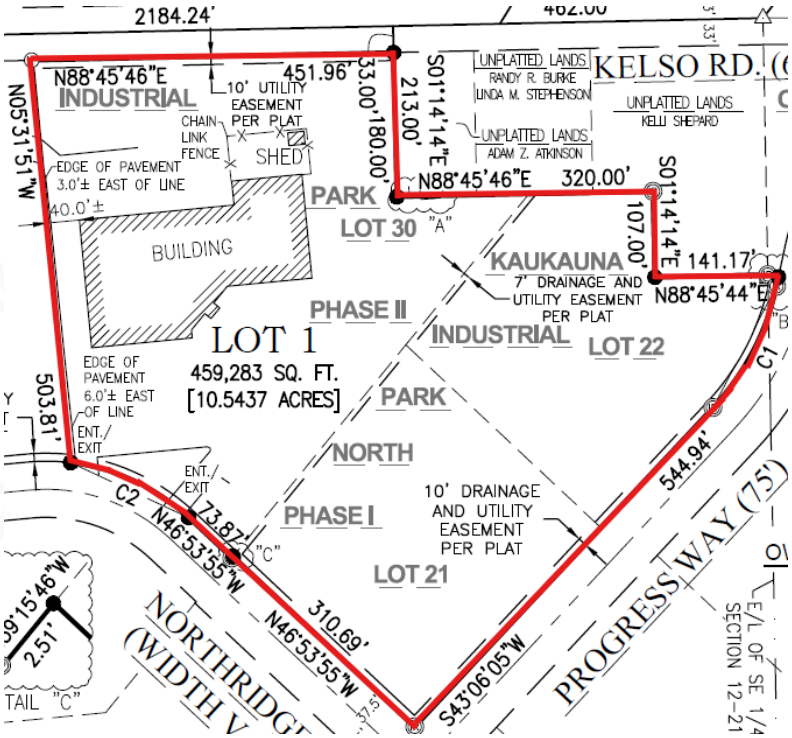
Re: CSM Review – UA 400

Christopher E. Perreault, surveyor, has submitted a certified survey map (CSM) on behalf of Plumbers & Steamfitters Local 400 LTD, owner, to create one lot from parcels 322104100, 322100100, and 322100000. The application and a draft of the CSM are attached to this report. The current map and proposed map are shown below for additional detail.

Current:



Proposed:



Staff Recommendation:
Recommend approval of the CSM to the Common Council.

APPLICATION: CERTIFIED SURVEY MAP REVIEW FORM

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

Petitioner Information:

Name: Chris Perreault - Carow Land Surveying

Mailing Address: 615 N. Lynndale Dr., Appleton, WI 54914

Phone Number: 920-731-4168

Email: chris@clse.pro

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

Name: Plumbers and Steamfitters Local 400 LTD

Mailing Address: 2700 Northridge Dr., Kaukauna, WI 54130

Phone Number: 920-462-0400

Email: travis@ua400.org or doug@ua400.org

Property Information:

Site Address/Location: 2700 Northridge Dr., Kaukauna, WI 54130

Lot Dimensions and Area: 900' x 800' 10.5437 acres

Current Zoning:

Number of Lots to be Created: 1

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

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

combing 3 parcels into one parcel

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

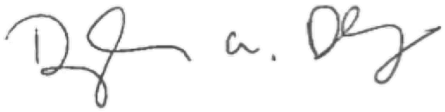
Lot Division by CSM (1-4 lots) Fee Schedule: $10.00/lot based on total lots

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Certified survey map reviews often require action by multiple governmental bodies and sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner: 

Signature of Owner (If Not Petitioner):



Date Submitted to the City of Kaukauna: 11/12/26

Please submit by email to planning@kaukauna.gov or by mail to:
City of Kaukauna
Attn: Planning and Community Development Department
144 W Second Street
Kaukauna, WI 54130

FOR DEPARTMENT USE ONLY:

Date Application Received: 11/11/2026

Payment Received:

Payment Receipt #:

Certified Survey Map Reviewed: ☑

Plan Commission Approval:

Legislative Committee Approval:

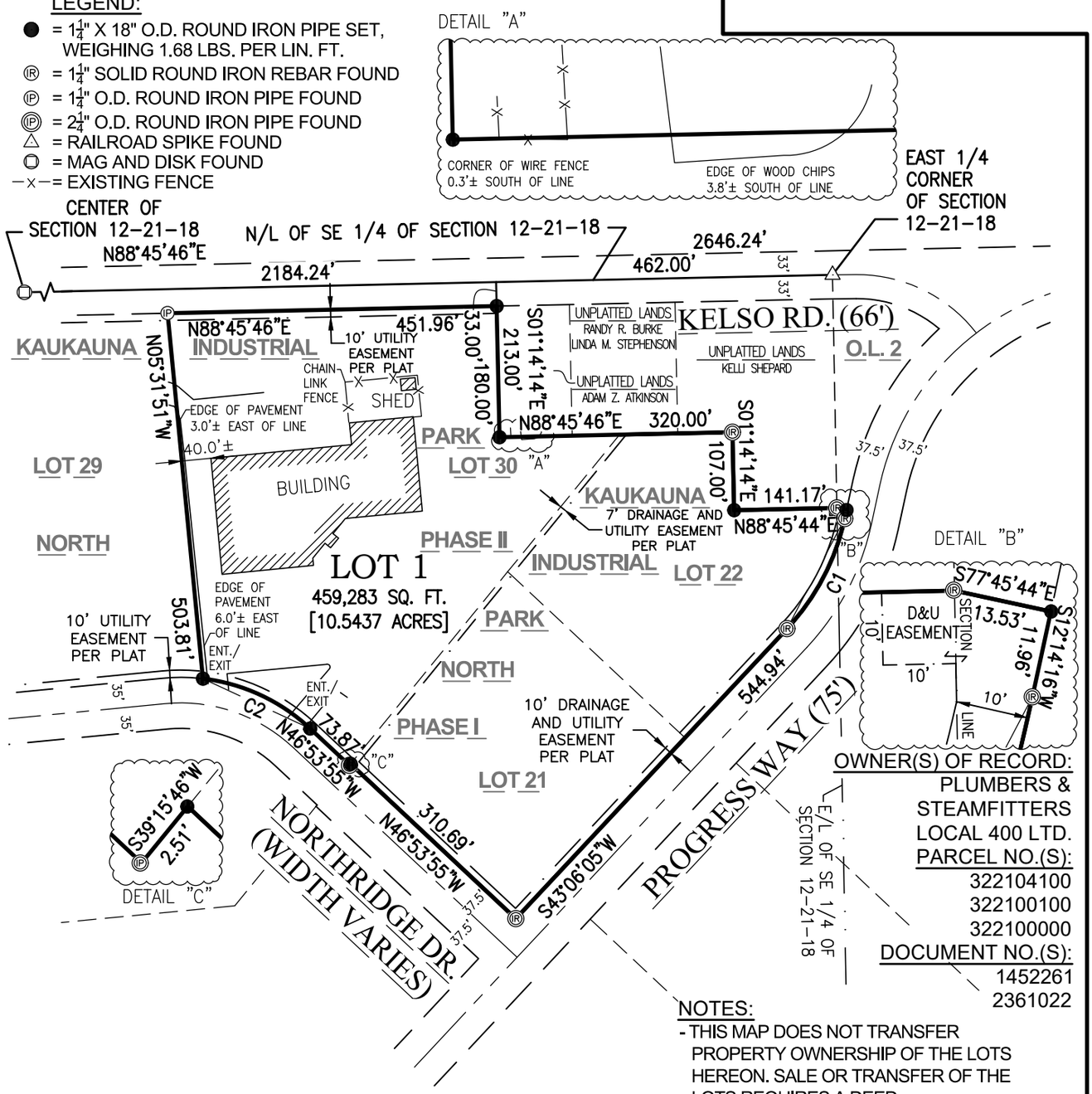
Common Council Approval:

Signature of Planning & Community Dev. Staff:

CERTIFIED SURVEY MAP NO.____

BEING ALL OF LOTS 21 AND 22 OF "KAUKAUNA INDUSTRIAL PARK NORTH PHASE I" AS RECORDED IN DOCUMENT NO. 1286643, AND ALL OF LOT 30 OF "KAUKAUNA INDUSTRIAL PARK NORTH PHASE II" AS RECORDED IN DOCUMENT NO. 1383804, LOCATED IN THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 12, TOWNSHIP 21 NORTH, RANGE 18 EAST, AND IN THE NORTHWEST 1/4 OF THE FRACTIONAL SOUTHWEST 1/4 OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 19 EAST, ALL IN THE CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

LEGEND:
- ● = 1¼" X 18" O.D. ROUND IRON PIPE SET, WEIGHING 1.68 LBS. PER LIN. FT.
- Ⓡ = 1¼" SOLID ROUND IRON REBAR FOUND
- Ⓟ = 1¼" O.D. ROUND IRON PIPE FOUND
- ◎ = 2¼" O.D. ROUND IRON PIPE FOUND
- △ = RAILROAD SPIKE FOUND
- ▢ = MAG AND DISK FOUND
- −x− = EXISTING FENCE



OWNER(S) OF RECORD:
PLUMBERS & STEAMFITTERS LOCAL 400 LTD.
PARCEL NO.(S):
322104100
322100100
322100000
DOCUMENT NO.(S):
1452261
2361022

CURVE TABLE						
CURVE	RADIUS	ARC LENGTH	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING
C1	320.60	172.70	30°51'49"	N27°40'11"E	170.62	N43°06'05"E N12°14'16"E
C2	260.43	165.18	36°20'30"	N65°04'10.5"W	162.43	N46°53'55"W N83°14'25"W

NOTES:
- THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP OF THE LOTS HEREON. SALE OR TRANSFER OF THE LOTS REQUIRES A DEED.
- FIELD SURVEY DATE: 8/5/2026
- PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY, ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED WITH THE CITY OF KAUKAUNA.

GRAPHIC SCALE: 1" = 200'

200 0 100 200

NORTH IS REFERENCED TO THOSE BEARINGS SHOWN ON THE RECORDED PLAT "KAUKAUNA INDUSTRIAL PARK, PHASE II" CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

STAMP

CHRISTOPHER E. PERREAULT, PLS-2249 DATED
CAROW LAND SURVEYING & ENVIRONMENTAL
615 N. LYNNDALE DR., APPLETON, WI 54914
N5841 STATE HIGHWAY 47-55, SHAWANO, WI 54166
PHONE: (920)731-4168
A2607.33 DATED:11/11/2026 DRAFTED BY:cwm/hva-NJO

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOTS 21 AND 22 OF “KAUKAUNA INDUSTRIAL PARK NORTH PHASE I”AS RECORDED IN DOCUMENT NO. 1286643 AND ALL OF LOT 30 OF ”KAUKAUNA INDUSTRIAL PARK NORTH PHASE II” AS RECORDED IN DOCUMENT NO. 1383804, LOCATED IN THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 12, TOWNSHIP 21 NORTH RANGE 18 EAST AND IN THE NORTHWEST ¼ OF THE FRACTIONAL SOUTHWEST ¼ OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 19 EAST, ALL IN THE CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

SURVEYOR’S CERTIFICATE:

I, CHRISTOPHER E. PERREAULT, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, COMBINED AND MAPPED ALL OF LOTS 21 AND 22 OF “KAUKAUNA INDUSTRIAL PARK NORTH PHASE I”AS RECORDED IN DOCUMENT NO. 1286643 AND ALL OF LOT 30 OF ”KAUKAUNA INDUSTRIAL PARK NORTH PHASE II” AS RECORDED IN DOCUMENT NO. 1383804, LOCATED IN THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 12, TOWNSHIP 21 NORTH RANGE 18 EAST AND IN THE NORTHWEST ¼ OF THE FRACTIONAL SOUTHWEST ¼ OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 19 EAST, ALL IN THE CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF THE UA LOCAL 400, ATTN: TRAVIS MARTIN, 2700 NORTHRIDGE DR., KAUKAUNA, WISCONSIN 54130.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE CITY OF KAUKAUNA.

_____

CHRISTOPHER E. PERREAULT, PLS-2249 DATED
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDALE DR., APPLETON, WI 54914
N5841 S.T.H. “47-55”, SHAWANO, WI 54166
PHONE: (920)731-4168
A2607.33 (RFR) 11-11-2026

TREASURER’S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

_____ _____

CITY TREASURER DATED COUNTY TREASURER DATED

PLANNING COMMISSION CERTIFICATE:

THIS CERTIFIED SURVEY MAP WAS APPROVED BY THE PLANNING COMMISSION OF THE CITY OF KAUKAUNA ON THIS _____DAY OF_____, 20____.

_____ _____

MAYOR DATED CLERK DATED

COMMON COUNCIL RESOLUTION:

RESOLVED BY THE COMMON COUNCIL OF THE CITY OF KAUKAUNA, THAT THE CERTIFIED SURVEY MAP OF THE CITY OF KAUKAUNA PROPERTY IS HEREBY APPROVED. PASSED AND APPROVED BY RESOLUTION NUMBER _____, THIS _____ DAY OF _____, 20_____.

_____

CITY CLERK

CERTIFIED SURVEY MAP NO. _____

BEING ALL OF LOTS 21 AND 22 OF "KAUKAUNA INDUSTRIAL PARK NORTH PHASE I"AS RECORDED IN DOCUMENT NO. 1286643 AND ALL OF LOT 30 OF "KAUKAUNA INDUSTRIAL PARK NORTH PHASE II" AS RECORDED IN DOCUMENT NO. 1383804, LOCATED IN THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 12, TOWNSHIP 21 NORTH RANGE 18 EAST AND IN THE NORTHWEST ¼ OF THE FRACTIONAL SOUTHWEST ¼ OF SECTION 7, TOWNSHIP 21 NORTH, RANGE 19 EAST, ALL IN THE CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

AS OWNER (S), I (WE) CERTIFY THAT I (WE) CAUSED THE LANDS DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, COMBINED AND MAPPED AS REPRESENTED HEREON.

I (WE) FURTHER CERTIFY THAT THIS 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.

IN THE PRESENCE OF:

BY: PLUMBERS & STEAMFITTERS LOCAL 400 LTD.

_____ _____

SIGNATURE PRINTED NAME AND TITLE

STATE OF WISCONSIN)
)SS
_____ COUNTY)

PERSONALLY CAME BEFORE ME THIS _____DAY OF _____, 20____, THE ABOVE NAMED PERSON (S), TO ME KNOWN TO BE THE PERSON (S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT.

_____

NOTARY PUBLIC

MY COMMISSION EXPIRES _____.

_____

CHRISTOPHER E. PERREAULT, PLS-2249 DATED

CAROW LAND SURVEYING CO., INC.

615 N. LYNNDALE DR., APPLETON, WI 54914

N5841 S.T.H. "47-55", SHAWANO, WI 54166

PHONE: (920)731-4168

A2607.33 (RFR) 11-11-2026

SHEET 3 OF 3 SHEETS

MEMO

Engineering Department

To:	Plan Commission
From:	John Neumeier, Director of Public Works/City Engineer
Date:	11/19/2026
Re:	Grignon Park Projects

Background information:
The city purchased two properties in 2023 with the anticipation of expanding Grignon Park to the west. Engineering has worked with McMahon Associates and the DNR to create a stream restoration project that will be the first step. Staff has also laid out some preliminary site plans for a new soccer field and parking lot in this area. We have worked with River Surge on some potential layouts, and we will look for public input from the abutting residents on how improvements may best fit into this area. This week, staff is presenting the concepts to both BPW and Plan Commission for any comments or feedback.

Attached are three sketches. 1) Stream Restoration Area map, 2) proposed layout of the new soccer field and parking lot area for 2027 construction, and 3) potential layout for the fully updated park over the next several years.

Strategic Plan: This project will improve park access, safe parking, and connectivity for the current and future developments at Grignon Park and the Grignon Mansion.

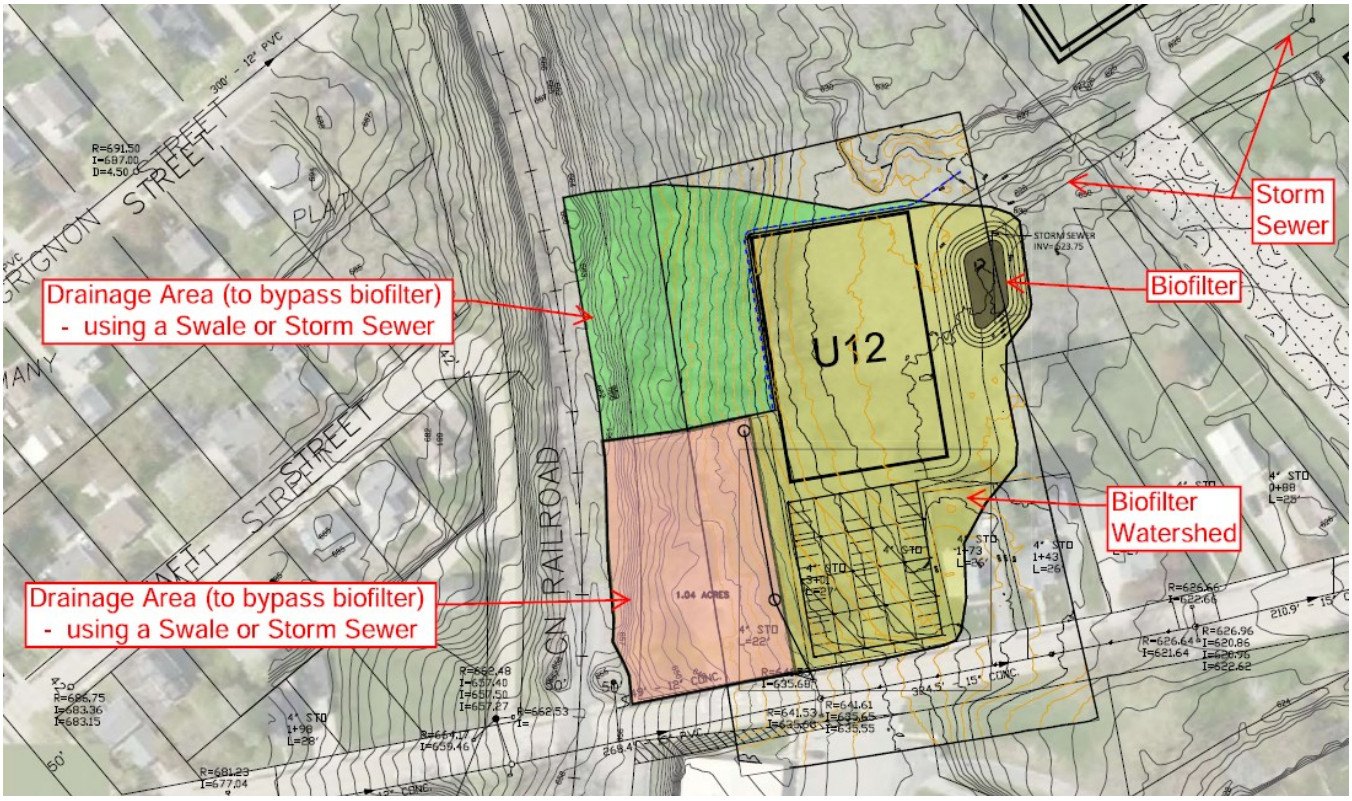
Budget: These projects were included in the Capital Borrowing from 2025.

Staff Recommended Action:
Discussion Only – Make any recommendations for modification to the plans or outreach proposed.

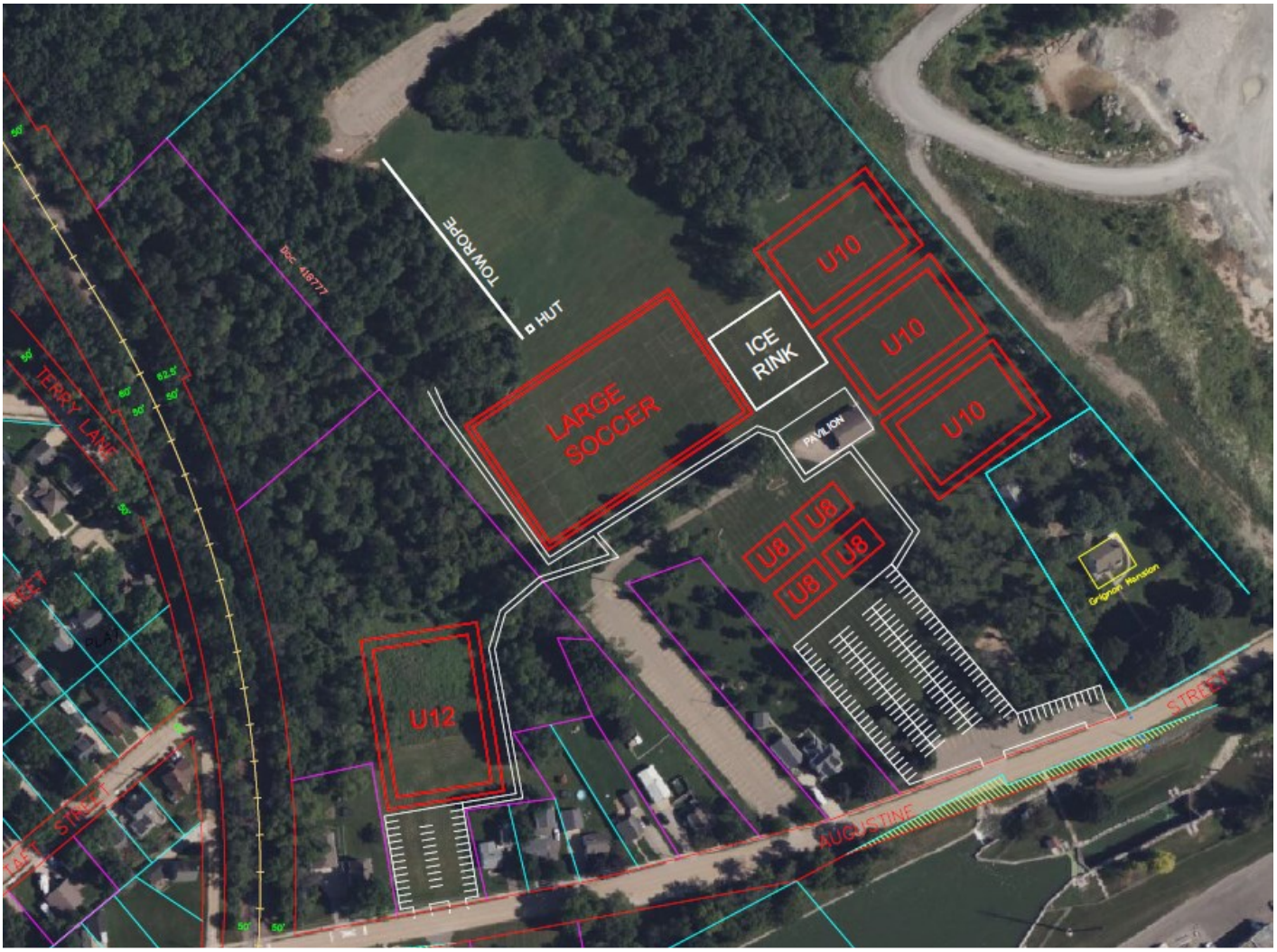
1) Stream Restoration Area Map



2) Proposed layout of the new soccer field and parking lot area for 2027 construction



3) Potential layout for the fully updated park over the next several years



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission

From: Dave Kittel, Director of Planning and Community Development

Date: 11/13/2026

Re: Fence Height

Over the past few years staff have received numerous inquires on fence heights in front yards for residential properties. Currently the ordinance on fence height is found in 17.32(3) and states:

Permanent fences and hedges in areas zoned residential.

1. Fences and hedges in front yard.
    1. Height. Fences and hedges in front yards shall have a maximum vertical height of 42 inches.
    2. Visibility. Fences in front yards shall be constructed to provide a minimum of 50 percent through-visibility.
    3. Additional requirements. Additional requirements, as required under section 8.11 of this Code, to include streets, alleys, and driveways.

Many residents question the height requirement of 42inches. While it is still possible to find fencing in this height it is often a special order or must be made/customized from existing fencing products. This leads to many requests to update this provision from 42inches to 48inches, which is much easier to find fencing products for. Below

is a table to show the front yard height restrictions in some of our neighboring municipalities:

Municipality	**Front Yard Fence Height**
City pf Appleton	3ft
Village of Little Chute	48in
Village of Kimberly	48in
Village of Greenville	48in
Town of Grand Chute	42in
Town of Buchanan	48in

Many other communities do allow 48in height for front yard fencing with some type of requirement for vision such as 50% open to vision and all have provisions on no fencing in vision triangles.

The City has provisions in place for 50% open to vision and vision triangles. Changing the front yard fence height from 42inches to 48inches would allow for greater ease of fence installation and affordability for our residents. There appears to be minimal impact to this but, with any possible change, the impact on public health, safety and welfare must be taken into consideration. The increase in height may make it more difficult to see pedestrians, particularly children, on the sidewalks when vehicles are pulling in/out of driveways. Current ordinance requires 50% of the front yard fence to be open for vision and that provision would continue to help mitigate any issues with seeing pedestrians on the sidewalk. This is currently only up for discussion and direction.

Recommendation:
For discussion/direction

THE CITY OF
EST 1885
KAUKAUNA
WISCONSIN