

* AMENDED PLAN COMMISSION

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



Thursday, February 23, 2023 at 4:00 PM

AGENDA

In-Person and remote teleconference via ZOOM

1. Roll Call.
2. Approval of Minutes.
 - a. Approve Minutes from February 9, 2023 Meeting
3. New Business.
 - a. ~~Public Hearing – Special Exception Request; Legacy Creekside Apartments~~
 - b. CSM Review – Commerce Crossing, Evergreen Drive
 - c. Discussion – Best use for Parcel 030067904; Corner of CTH CE & HH
4. Other Business.
5. Adjourn.

NOTICES

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

JOIN ZOOM MEETING

<https://us06web.zoom.us/j/2346054161?pwd=SWRkZ3k5V2tOMDkzN241d0RvR3h1QT09>

Meeting ID: 234 605 4161
Passcode: 54130

Dial by your location
+1 312 626 6799 US (Chicago)



*AMENDED PLAN COMMISSION

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

Thursday, February 9, 2023 at 4:00 PM

MINUTES

1. Roll Call.

Members present: John Moore, Michael Avanzi, Pennie Thiele, Kenneth Schoenike, DPW John Neumeier, Mayor Tony Penterman

A motion was made to excuse the absent member by Thiele seconded by Moore, all members voted aye.

Other(s) present: Planning Director Stephenson; Planning/Engineering Tech. Holmes; Brian Roebke, Times Villager; Steve Bieda Mau and Associates

2. Approval of Minutes.

a. Approve Minutes from January 19, 2023 meeting

Motion was made by Avanzi to approve the minutes from January 19, 2023 meeting. Moore seconded the motion. All members voted aye.

3. New Business.

a. CSM Review Lot Split - Parcel 322095500; Commerce Crossing

Mr. Holmes explained the CSM was for the creation of lots for sale in Commerce Crossing Business Park. The westerly lot is for Legacy Creekside apartments, the easterly lot is for a future sale. Mr. Neumeier stated the 75-foot stream set-back may be reduced to City set-back requirements of 50 feet, if approved by the Outagamie County Drainage Board.

A motion was made to approve the CSM by Schoenike seconded by Thiele, all members voted aye.

b. CSM Review Lot Split - Parcel 322095603; Commerce Crossing

Mr. Holmes explained the CSM was for the creation of a lot for sale in Commerce Crossing Business Park. Mr. Neumeier asked if this lot creation was necessary as the sale was declined by Council. Mr. Stephenson stated that the lot will be easier to market and sell once the CSM is approved.

A motion was made to approve the CSM by Avanzi seconded by Moore, all members voted aye.

c. Special Exception Request – The Legacy Creekside Apartments

Mr. Stephenson explained the Legacy Creekside Apartments was listed as a special exception in the Commercial Highway Zoning District and the use needs approval by the Planning Commission. Mr. Schoenike asked if the apartments are market rate? Mr. Stephenson replied that they are. Mr. Moore asked if adjacent property owners need to be notified of this use of the property. Mr. Stephenson replied it is not necessary for a special exception.

A motion was made by Neumeier seconded by Thiele to approve the special exception request and forward to Common Council; all member voted aye.

d. Site Plan Review – The Legacy Creekside Apartments

Mr. Stephenson explained the site plan and noted he had no concerns with it. He then stated that a variance for the front yard setback will be needed, the hearing before the Zoning Board of Appeals is scheduled for February 15, 2023. Alternately, a reduction of the stream setback from the Outagamie County Drainage Board could be approved. Sidewalks are to be extended to the west lot line. Mr. Avanzi explained the lead time for meters is one year out and urged the developer to contact the Utility soon to get what they will need ordered. He also asked if we could require EV charging on this site plan review. Mr. Stephenson replied we can suggest but have no ordinance to affect that request. Mr. Neumeier added it had been discussed in correspondence with the developer.

A motion was made by Thiel approving the special exception with the following conditions: A variance must be obtained from the City of Kaukauna or the Outagamie Drainage Board; with the reduction of the 75-foot stream setback being preferred. Stormwater and erosion control permits must be obtained from the Engineering Department. Developer to provide documentation of wetland permitting. The sidewalk will be extended to the westerly lot line. And the developer must obtain approval from Outagamie County Drainage Board for a connection to the legal drain(stream). Seconded by Neumeier; all members voted aye.

e. Storm Sewer Easement Request – U-Haul, 1550 Arbor Way

Mr. Neumeier explained the site in Commerce Crossing where the U-Haul store will be built requires 3 easements granted from the City to the owner. The City will draft the language and the owner complete the survey and provide the exhibits.

A motion was made by Schoenike to approve the easement seconded by Avanzi; all members voted aye.

4. Other Business.

There was no other business.

5. Adjourn.

A motion was made by Moore to adjourn the meeting. Thiele seconded the motion. Meeting adjourned at 4:32 PM.

Respectfully submitted by Jason Holmes



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

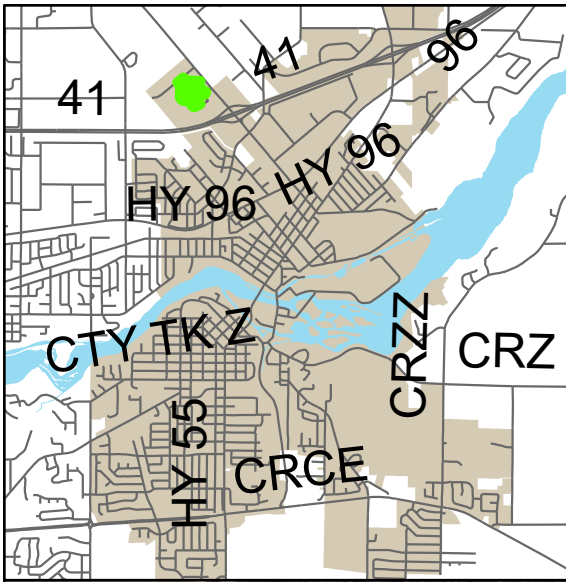
To: Plan Commission
From: Lily Paul, Associate Planner
Date: February 16, 2023
Re: CSM Review Lot Split – Parcel 322095700; Commerce Crossing

Carow Land Surveying Company Inc. has submitted a certified survey map for the City of Kaukauna that will split parcel 322095700. This CSM is intended to split the large ~15 acre parcel into 3 smaller parcels. These parcels will accommodate the Reserve Development (Lot 1, ~11 acres) and Grand Stay Hotel Development (Lot 3, ~2 acres), leaving one parcel (Lot 2, ~1.9 acres) for future development. Please refer to the CSM drawing for lots.

Recommendation:

Approval of the Certified Survey Map splitting parcel 322095700 and recommend the same to Common Council.





CERTIFIED SURVEY MAP NO.

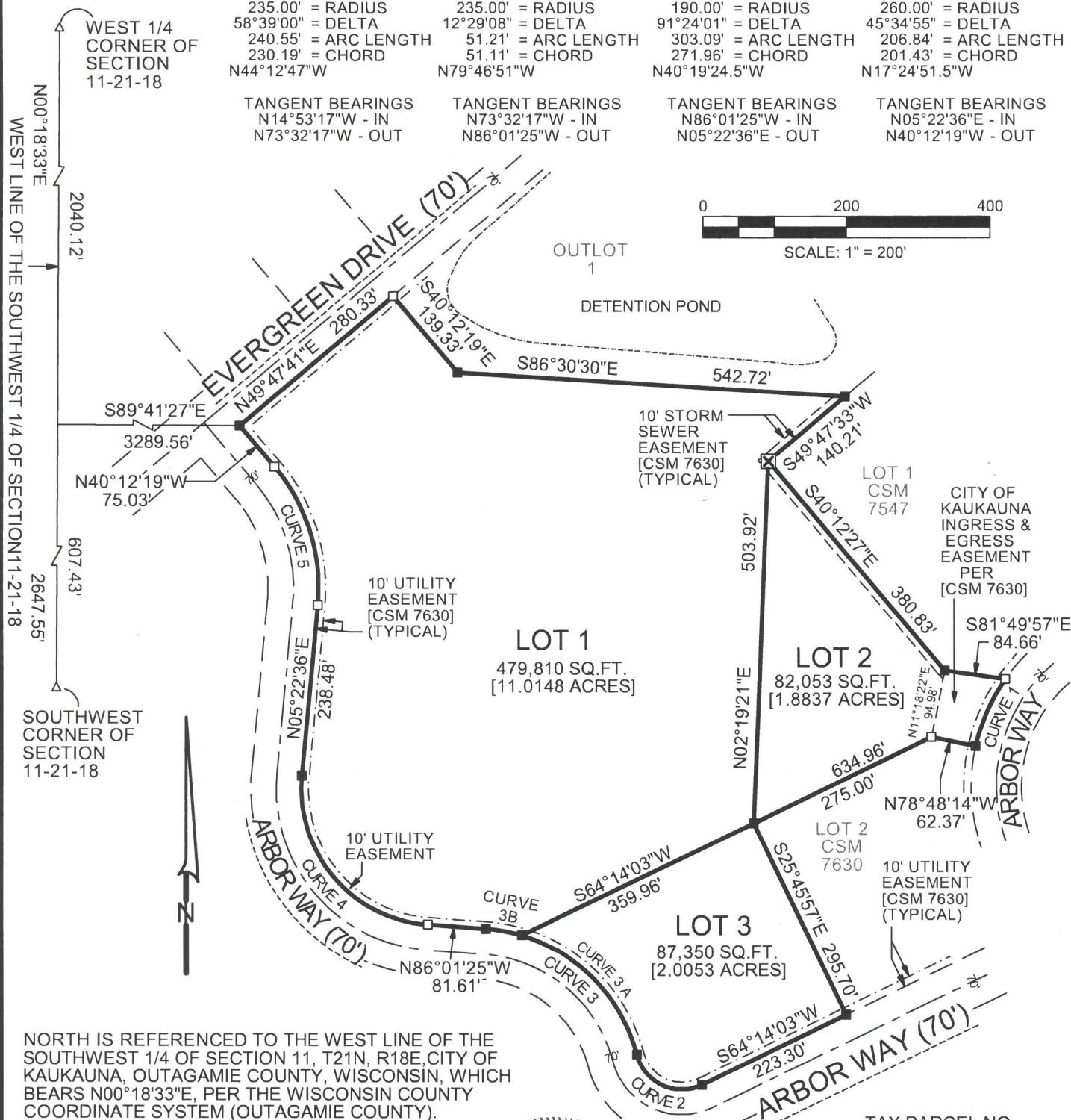
ALL OF LOT 1 OF CERTIFIED SURVEY MAP NO. 7630 AS RECORDED IN DOCUMENT NO. 2145827, LOCATED IN PRIVATE CLAIM 35, SECTIONS 11 & 14, TOWNSHIP 21 NORTH, RANGE 18 EAST, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN.

CURVE 1	CURVE 2	CURVE 3
260.00' = RADIUS	65.00' = RADIUS	235.00' = RADIUS
22°36'28" = DELTA	100°56'35" = DELTA	71°08'08" = DELTA
102.59' = ARC LENGTH	114.52' = ARC LENGTH	291.76' = ARC LENGTH
101.93' = CHORD	100.27' = CHORD	273.38' = CHORD
S23°51'29"W	N65°17'40"W	N50°27'21"W

TANGENT BEARINGS S35°09'43"W - IN S12°33'15"W - OUT	TANGENT BEARINGS S64°14'02.5"W - IN N14°49'22.5"W - OUT	TANGENT BEARINGS N14°53'17"W - IN N86°01'25"W - OUT
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CURVE 3A	CURVE 3B	CURVE 4	CURVE 5
235.00' = RADIUS	235.00' = RADIUS	190.00' = RADIUS	260.00' = RADIUS
58°39'00" = DELTA	12°29'08" = DELTA	91°24'01" = DELTA	45°34'55" = DELTA
240.55' = ARC LENGTH	51.21' = ARC LENGTH	303.09' = ARC LENGTH	206.84' = ARC LENGTH
230.19' = CHORD	51.11' = CHORD	271.96' = CHORD	201.43' = CHORD
N44°12'47"W	N79°46'51"W	N40°19'24.5"W	N17°24'51.5"W

TANGENT BEARINGS N14°53'17"W - IN N73°32'17"W - OUT	TANGENT BEARINGS N73°32'17"W - IN N86°01'25"W - OUT	TANGENT BEARINGS N86°01'25"W - IN N05°22'36"E - OUT	TANGENT BEARINGS N05°22'36"E - IN N40°12'19"W - OUT
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NORTH IS REFERENCED TO THE WEST LINE OF THE SOUTHWEST 1/4 OF SECTION 11, T21N, R18E, CITY OF KAUKAUNA, OUTAGAMIE COUNTY, WISCONSIN, WHICH BEARS N00°18'33"E, PER THE WISCONSIN COUNTY COORDINATE SYSTEM (OUTAGAMIE COUNTY).

TAX PARCEL NO.
241 322095700

LEGEND

- = 1" X 18" I.D. IRON PIPE SET,
WEIGHING 1.13 LBS PER
LIN. FT. WITH CAROW LAND
SURVEYING CAP
☒ = CUT CROSS SET IN CONCRETE
BASE OF CATCH BASIN
□ = EXISTING 1" I.D. IRON PIPE
△ = EXISTING MAG NAIL IN DISK

CHRISTOPHER E. PERREAULT, PLS 2249 DATE
CAROW LAND SURVEYING CO., INC.
615 N. LYNNDAL DRIVE
APPLETON, WI 54914
(920) 731 4168
A2104.27 - 3 - 23 (CEP) 1/23/2023

SHEET 1 OF 3 SHEETS



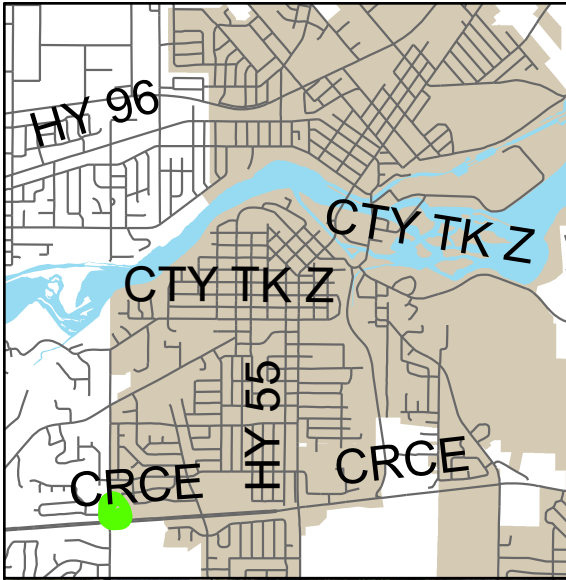
MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission
From: Lily Paul, Associate Planner
Date: February 16, 2023
Re: Discussion – Best use for Parcel 030067904; Corner of CTH CE & HH

Parcel 030067904, which is located on the North East corner of intersection CTH CE and CTH HH, has been presented to plan commission to possibly be annexed into the City of Kaukauna. Unfortunately, the use that was proposed for this property is not a great fit for the location due to extensive work to bring water and sewer to the area. To avoid bringing utilities to the parcel, it would be wise to find an alternative use for this property. With Garner's Creek infringing on the property, converting it to a natural area and making it public use seems to make the most sense. It could be converted to a parklet with great access off of the CE Trail and include pedestrian oriented amenities. Or it could be strategically planted to become a beautiful natural area and feature a Welcome to Kaukauna sign.





Item 3.c.



125 62.5 0 125 Feet

A scale bar showing distances in feet: 125, 62.5, 0, and 125.