

PLAN COMMISSION

A meeting of the City of Kaukauna Plan Commission was called to order at 4:00 p.m. on Thursday, June 3, 2021, by Chairman Penterman.

Members Present: Feldt, Feller, Moore, Penterman, Sundelius.

Also Present: [Principal Planner Brunette](#), [Project Engineer Neumeier](#), [Dustin Wolff](#), [City Attorney Davidson](#)

Members Absent: Schoenike, Thiele

1. **Absent Members.** A motion to excuse the absent member was made by Moore, seconded by Feldt. All members voted aye. Motion carried.
2. **Minutes.** A motion to approve the minutes of the May 20th, 2021 meeting was made by Feller, seconded by Moore. All members voted aye, motion carried.
3. **Public Hearing – Special Exception for Hotel Use at 222 Lawe Street** Chairman Penterman declared the public hearing open at 4:02 p.m. Letters of correspondence were read by Chairman Penterman. Letters were presented on behalf of the following parties: Thomas Paterimos Sr (Kaukauna resident), Chris Bouressa (Firecracker Rack Committee), Jim Geoffrey (Kaukauna resident), TJ Minnehan (Bank of Kaukauna), Richard Langel (Richard's Diamonds and Gems), and Nicci Sprangers (Heart of the Valley Chamber of Commerce). A motion was made to receive and place on file the letters of correspondence read at the public hearing by Moore, seconded by Feldt. All members voted aye. Motion carried.

Nicole Lemons addressed the Commission. She made comment to take into consideration the date of the study conducted driving need for a hotel in the City of Kaukauna. Another comment was made about congestion and traffic concerns for increased density at the proposed site address.

Greg Cops (1514 N Albon) addressed the Commission. His comment to the Commission was made about considering the intentions of new development in the city and what would be best for the City of Kaukauna.

Jessica Decet (3307 Iva Rd, De Pere) addressed the Commission. Her comments addressed economic growth and development to downtown Kaukauna and hoped to see the plan be approved.

Kathy Keathing (1000 S Wisconsin Ave) made comments about the traffic and safety concerns that would come with approving this proposed plan.

After no further speakers, Chairman Penterman declared the public hearing closed at 4:17 p.m. Following the open session, Mrs. Brunette addressed the comments made and recalled the procedure for special exception use and the individuality of each special exception use proposal. The conditions that have been put in the approved special exception were addressed and any changes that were proposed by the Commission would need to be updated prior to approval.

A motion was made to approve the special exception for hotel use at 222 Lawe St by Sundelius, seconded by Feldt. All members voted aye. Motion carried.

4. **Review Final Plat of Ash Grove Estates Subdivision, Submitted by Davel Engineering / Marcus McGuire.** Mr. Wolff presented the zoning changes and notations regarding the proposed Plat. It was discussed what use would be allowed for each outlot. The condition of easement for storm water access to the retention pond was recommended by staff upon approval by City Engineering and Public Works Departments. Questions about the extension of sidewalk and utility easement were brought up by the Commission. A motion was made to approve the proposed plat and recommend the same to the Common Council with the following conditions:
Utility easement to be extended to outlots 2 and 3
The motion was made by Moore, seconded by Feller. All members voted aye. Motion carried.

5. **Review Access Easement with Bank of Kaukauna for Property Located at 120 E. Wisconsin Avenue.** Mrs. Brunette presented the finalized access easement proposed for the new Bank of Kaukauna development at 120 E. Wisconsin Avenue. The changes addressed included the lot being squared off, shifting the easement over to the new edge of the lot, which would allow for maximum development on the lot. Any further development would result in the inclusion of the easement. A motion was made to direct staff to bring the access easement before Common Council for final approval by Moore, seconded by Feller. All members voted aye. Motion carried.
6. **Review Preliminary Plat of Country Side Estates Subdivision, Submitted by Davel Engineering / Tom Dercks.** Mr. Wolff addressed the land being in the process of being annexed to the City. Mrs. Brunette explained the annexation process and how far along they were along the process. Final review will not be brought forward until annexation is finalized. This development is anticipated to be zoned RSF with standard buildable sizes and setback requirements. Issues with outlots within the parcel were addressed along with staff recommendations for those outlots. A discussion was had about storm water management and a division of outlot 4 amongst multiple parcel owners. Examples of possible stormwater solutions were discussed among the Commission and Staff. After questions and discussion by the Commission, a motion was made to approve to preliminary Plat and recommend the same to Common Council with the conditions listed as well as:
 - No storage or structure of any type and remains undeveloped on Outlot 1by Moore, seconded by Feldt. All members voted aye. Motion carried.
7. **Preliminary Site Plan Review for 222 Lawe Street and 140 E. Wisconsin Avenue.** A revised footprint and lot were brought forward to the Commission. Issues were discussed regarding parking spaces and appropriate lighting locations for the site. The landscape proposals are allowed to be presented later but lighting and parking must be submitted before any permit issuance. Fire Chief Carrel addressed concerns about entrance and accessibility for fire safety regarding the site plan. James Walter brought up concerns with slop of driveway if any additional access point were added off of Wisconsin Avenue. James Walter addressed fire access is up to code per the site plan.

No action taken
8. **Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss disposition and redevelopment of 222 Lawe Street and 140 E. Wisconsin Avenue.** A motion was made to adjourn to closed session by Penterman, seconded by Moore. All members voted aye, motion carried. The body adjourned to closed session at 5:25 p.m.

Motion to Return to Open Session. A motion was made to return to open session by Moore, seconded by Feldt. All members voted aye, motion carried. The body returned to open session at 5:51 p.m.
9. **Action Taken** A motion was made to direct staff to meet with the developers to confirm adequate fire access with Fire Chief Carrel and Staff and that Parking Minimums are met according to zoning regulations by Moore, seconded by Feller. All members voted aye. Motion carried.
10. **Other Business** An announcement was made that 111 Main Ave had officially sold and will now begin construction and redevelopment.

There being no further business to be brought before the Commission, a motion to adjourn the meeting at 5:54 p.m. was made by Feldt, seconded by Moore. All members voted aye, motion carried.

Martin West
Planning and Community Development Coordinator