

PLAN COMMISSION

A meeting of the City of Kaukauna Plan Commission was called to order at 4:00 p.m. on Wednesday, June 30, 2021, by Chairman Penterman.

Members Present: Feldt, Feller, Penterman, Schoenike, Thiele.

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

Members Absent: Moore, Sundelius

1. **Absent Members**. A motion to excuse the absent member was made by Thiele, seconded by Feldt. All members voted aye. Motion carried.
2. **Minutes**. A motion to approve the minutes of the June 3rd, 2021 meeting was made by Feller, seconded by Thiele. All members voted aye, motion carried.
3. **Review Final Plat of Inside the Park Place Subdivision, Submitted by Robert E. Lee & Associates**. The final plat was brought forth for review for the Commission. Two changes had been made to the final, first that sidewalks required on street frontages and second was to a change to the name of the subdivision signage. The plan is to plot 29 single family lots, only selling 25 while awaiting future design for recreation facilities. Pricing and marketing materials are being developed in preparation. Staff has no concerns about the subdivision. Concerns about traffic off of highway 55 and due to the potential new baseball facility were brought up by the commission. Engineering staff is taking the lead on assuring efficiency and handling increased density.

A motion was made to approve the final plat of Inside the Park Place Subdivision and recommend the same to Common Council by Schoenike, seconded by Feldt. All members voted aye. Motion carried.

4. **Review 1-lot Certified Survey Map in NEW Prosperity Center, Submitted by City of Kaukauna**. The proposed CSM was brought forward to the Commission by Mrs. Brunette. Recording of the CSM would be on hold until official real estate closing. The combination of two lots being initiated for sale to Electric City Holdings, LLC. Slated to close at end of July. Staff had no concerns.

A motion was made to approve the 1-lot Certified Survey Map in NEW Prosperity Center and be forwarded to Common Council as presented.

The motion was made by Thiele, seconded by Feldt. All members voted aye. Motion carried.

5. **Review 1-lot Certified Survey Map in NEW Prosperity Center, Submitted by City of Kaukauna**. The proposed CSM was brought forward to the Commission by Mrs. Brunette. The lot split is in accordance with the pending purchase made by Tann Corporation and the construction of their new facility. Site plans will be brought forward at a later date. Recording and official separating would be held until final real estate closing.

A motion was made to approve the 1-lot Certified Survey Map in NEW Prosperity Center and be forwarded to Common Council as presented.

The motion was made by Feldt, seconded by Thiele. All members voted aye. Motion carried.

6. **Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss sale and development of municipal property in Commerce Crossing Business Park**. A motion was made to adjourn to closed session by Feldt, seconded by Feller. All members voted aye, motion carried. The body adjourned to closed session at 4:09 p.m.

Motion to Return to Open Session. A motion was made to return to open session by Feldt, seconded by Feller. All members voted aye, motion carried. The body returned to open session at 4:14 p.m.

7. **Action Taken** A motion was made to authorize staff to enter into the WB-45 Cancellation Agreement and Mutual Release for Lot 1, Part of Lot 3 in Commerce Crossing with 1617 Cass Street, LLC. by Thiele, seconded by Feldt. All members voted aye. Motion carried. Another motion was made to authorize staff to enter into an Offer to Purchase Agreement with Harvest Development, LLC and/or assigns for Parcel 2-0957, Commerce Crossing by Thiele, seconded by Feldt. All members voted aye. Motion carried.
8. **Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss sale and redevelopment of municipal property located at 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 4:16 p.m.

Motion to Return to Open Session. A motion was made to return to open session by Feldt, seconded by Schoenike. All members voted aye, motion carried. The body returned to open session at 4:18 p.m.

9. **Action Taken** A motion was made authorize staff to enter into a WB-40 amendment with Kaukauna River Hotel, LLC to extend the closing date to August 30, 2021 by Feldt, seconded by Thiele. All members voted aye. Motion carried. Another motion was made to authorize staff to enter into a WB-40 amendment with River Ridge Kaukauna, LLC to extend the closing date to August 30, 2021 by Feller, seconded by Thiele. All members voted aye. Motion carried.
10. **Adjourn to Closed Session Pursuant to 19.85(1)(e) to discuss sale and redevelopment of municipal property located in Central Park.**A motion was made to adjourn to closed session by Feller, seconded by Thiele. All members voted aye, motion carried. The body adjourned to closed session at 4:20 p.m.

Motion to Return to Open Session. A motion was made to return to open session by Feldt, seconded by Feller. All members voted aye, motion carried. The body returned to open session at 4:26 p.m.

11. **Action Taken** No action was taken
12. **Other Business** A reminder was made that no meeting for the 4th of July weekend, next meeting will be on July 22nd. The City has begun implementing a new agenda building software, which will change layout and packet access. Full rollout will begin later this summer starting with Plan Commission meetings.

There being no further business to be brought before the Commission, a motion to adjourn the meeting at 4:29 p.m. was made by Feldt, seconded by Thiele. All members voted aye, motion carried.

Martin West
Planning and Community Development Coordinator