



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Common Council
From: Dave Kittel, Director of Planning and Community Development
Date: 10/01/2025
Re: CSM Review-Preliminary KASD CSM

Background information:

The Kaukauna Area School District, in collaboration with Point of Beginning, has submitted a preliminary Certified Survey Map (CSM) exhibit for initial review by the City. This item is presented for discussion and feedback only; no formal action is requested at this time. The intent is to ensure transparency and facilitate a thorough review to support the development of a high-quality final product.

Overview of Proposed CSM

The proposed CSM would create three large lots to accommodate the new school facility and allow for future growth or development. The layout includes land dedication for a roadway connection to Highway 55, consistent with previous planning efforts for the future extension of Speedway Lane through the property.

Transportation Considerations

While the final decision regarding a roundabout is pending, the current layout anticipates this feature and includes sufficient land dedication to accommodate the largest potential roundabout configuration, including separate turn lanes. Although the final lane structure is not yet determined, the proposed dedication provides flexibility for future design.

Compliance with Land Division Requirements

The proposed CSM appears to meet the City's land division requirements, pending formal submission in the required legal format with appropriate certificates. The exhibit was

prepared in a larger, more visual format to provide a clearer understanding of the overall site layout compared to the standard legal-sized CSM.

Staff would recommend including additional language in the final CSM to require an updated traffic impact study prior to the development of any vacant lots. This will ensure that future intersection and roadway connections remain adequate and safe as development progresses. Easements should also be included for public access/turnaround at the intersection of speedway and the new school road/access road to the middle school. Lastly, before the Final CSM is submitted the applicantes should work with utilities on final easement locations to include water, electricity, sanity, telecommunications and gas.

Plan Commission did review this preliminary request and agreed with the items staff recommended. In addition, more detail on the possible pedestrian tunnel once available and other options for access to the area.

Strategic Plan:

Not applicable

Budget:

Not applicable

Recommendation:

This is for discussion and direction for the applicants to craft the final document.