



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission  
From: Dave Kittel, Director of Planning and Community Development  
Date: 5/3/2024  
Re: 122 Island St Remnant parcel

On November 17, 2022 an item was brought forth to the plan commission on a remnant parcel. This remnant is due to the dedication of right-of-way and the realignment of the Island/Elm intersection in 2022. See the attached memo with maps from the November 17, 2022 meeting for greater detail. During the meeting on November 17, 2022 the plan commission made a motion to recommend to the Common Council to transfer the remnant to the adjacent property owner, minutes from this meeting are also included in packet. For unknown reasons, this item appears to have not gone forth to the Common Council. The property owner is still interested in the remnant parcel and considering the maintenance of mowing, shoveling, repair/replacement of walks and streets, it would be advantageous for the City to transfer the remnant parcel to the abutting property owner. Due to the amount of time between now and the last time this was in front on the Plan Commission this item is coming back for review and action.

### **Recommendation:**

**Motion to direct staff to prepare documents including a survey and deed to transfer the remnant of parcel 325008400 also known as Lot 1 Block 2 Kaukauna Island Plat to the adjacent property owner and to recommend the transfer of the same to City Council.**