



MEMO

Engineering Department

To: Board of Public Works
From: John Neumeier, Director of Public Works/City Engineer
Date: 3/2/2026
Re: 2d - Request for Vacation of an Easement – 37 Ash Grove Place

Trevor and Mindi Hansmann are requesting that the City of Kaukauna vacate a 35' drainage easement located in the rear yard on their property at 37 Ash Grove Place.

The Hansmanns have been working with City staff and Davel Engineering on the removal of this drainage easement. To the west of 37 Ash Grove Place is the Union Cemetery property which has an offsite catch basin within the cemetery. Union Cemetery has agreed to allow use of this offsite catch basin with a formal storm sewer and drainage easement agreement.

If the 35' drainage easement were to be removed and the agreement with Union Cemetery signed, the impact would be negligible, and the subdivision would continue to exceed City ordinance for stormwater quantity control.

The updated drainage plan for the subdivision (note lot 1), formal documentation for the agreement with Union Cemetery, the written request from the homeowners, and the proposed resolution are attached to this memo.

Recommendation:

Recommend approval the resolution vacating the 35' drainage easement located at 37 Ash Grove Place contingent upon the new storm sewer and drainage agreement with Union Cemetery being signed and recorded with Outagamie County.

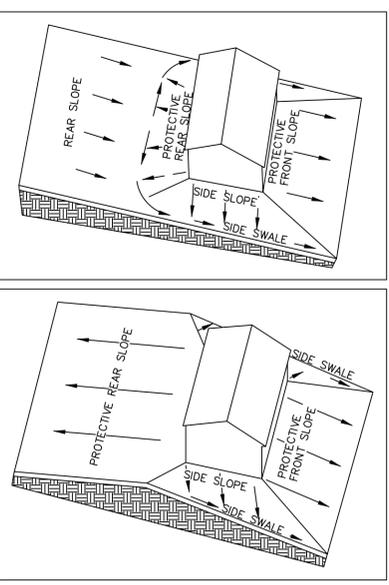
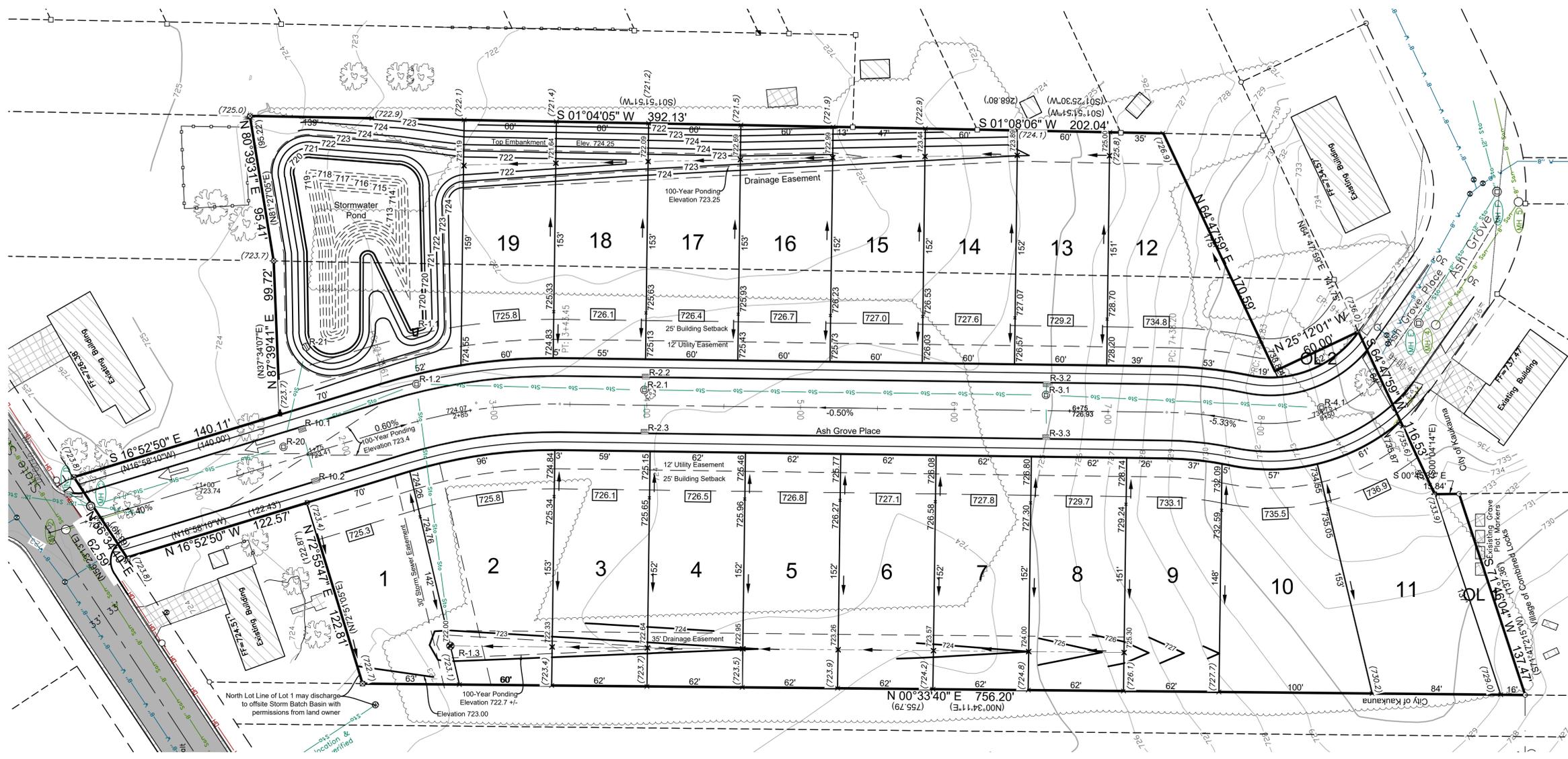
Approximate easement to be vacated shown in red:



Not to scale – Illustrative purposes only

FINAL DRAINAGE & GRADING PLAN

Ash Grove Estates
City of Kaukauna, Outagamie County, WI
For: Marcus McGuire Homes, LLC



HOUSE ELEVATIONS:

The house elevations shall be set to provide positive drainage away from the building in all directions as shown in the above details. House elevations and driveway locations may need to vary depending on size, location, and architecture of the home. Changes to the grading plan or house elevations can be allowed only if an individual lot grading plan is prepared by a professional engineer.

Pre-Development		Development	
— CATV —	Underground Cable TV	— S —	Proposed Storm Sewer
— FD —	Underground Fiber Optic	— C —	Proposed Contour
— OH —	Overhead Electric Lines	— SW —	Proposed Swale
— UGW —	Utility Guy Wire	— CU —	Proposed Culvert
— SS —	Sanitary Sewer (Pipe Size)	— WL —	Wetlands
— ST —	Storm Sewer (Pipe Size)	— TL —	Treeline
— E —	Underground Electric	— I —	Index Contour
— G —	Underground Gas Line	— 800 —	800 Intermediate Contour
— T —	Underground Telephone	— 799 —	799 Intermediate Contour
— V —	Water Main (Pipe Size)		
— F —	Fence - Steel	— S —	Sanitary MH / Tank / Base
— EL —	Existing Easement Line	— C —	Clean Out / Curb Stop / Pull Box
— WL —	Wetlands	— S —	Storm Manhole
— TL —	Treeline	— C —	Catch Basin / Yard Drain
— I —	Index Contour	— M —	Manhole
		— H —	Hydrant
		— V —	Utility Valve
		— M —	Utility Meter
		— P —	Utility Pole
		— L —	Light Pole / Signal
		— G —	Guy Wire / Pump
		— E —	Electric Pedestal
		— T —	Electric Transformer
		— A —	Air Conditioner
		— P —	Telephone Pedestal
		— M —	Telephone Manhole
		— S —	Sanitary Manhole
		— C —	Proposed Storm Manhole
		— I —	Proposed Curb Inlet
		— C —	Prop. Catch Basin / Yard Drain
		— E —	Proposed Endwall
		— R —	Proposed Rip Rap
		— D —	Prop. Drainage Direction
		— F —	Prop. Grade at Foundation

City of Kaukauna Drainage Easement Restrictions:

The following uses and structures are prohibited within all drainage easements in the subdivision plat of Ash Grove Estates; filling, grading, and excavating except for construction of drainage ways and drainage facilities; the cultivation of crops, fruits, or vegetables; the dumping or depositing of ashes, waste, compost or materials of any kind; the storage of vehicles, equipment, materials or personal property of any kind and constructing, erecting or moving any building or structure, including fences, within the drainage easement.

City of Kaukauna Drainage Easement Maintenance:

Maintenance of all drainage ways and associated drainage structures within the subdivision of Ash Grove Estates are the sole responsibility of the property owners in the subdivision, unless otherwise noted on the drainage plan which has been prepared for this subdivision and which has been approved by and is on file with the City of Kaukauna.

Upon failure of any property owner to perform maintenance, abide by restrictions, or follow grading requirements of the drainage ways and associated drainage structures, the City of Kaukauna retains the right to have maintenance or corrective measures performed. The cost of said maintenance or corrective measures on any given lot shall be a special charge to the non-complying lot.

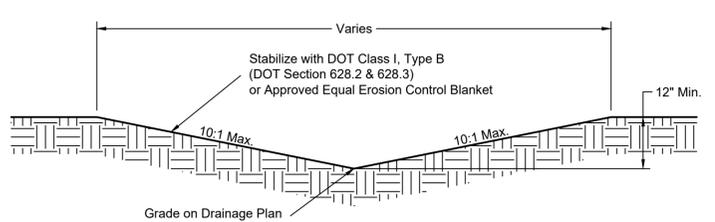
Maintenance by the city include, but is not limited to, the removal of silt and decomposed vegetation that gradually accumulates in the bottom of a pond, a detention area, and/or ditch. Payment for above maintenance items shall be placed on the annual real estate tax bill as a special assessment if not paid.

NOTES:

- Existing utilities shown are indicated in accordance with available records and field measurements. The contractor shall be responsible for obtaining exact locations & elevations of all utilities, including sewer and water from the owners of the respective utilities. All utility owners shall be notified by the contractor 72 hours prior to excavation. Contact Digger's Hotline (1-800-242-8511) for exact utility locations.
- The Contractor shall verify all staking and field layout against the plan and field conditions prior to constructing the work and immediately notify the Engineer of any discrepancies.
- Vegetation beyond slopes shall remain, refer to sheet 1.3 for cleaning limits.
- The contractor shall minimize the area disturbed by construction as the project is constructed. Disturbed areas shall be seeded as soon as final grade is established. Contractor shall replace topsoil and then seed, fertilize and mulch all lawn areas within 1 week of topsoil placement.
- Contractor shall remove all excess materials from the site. Earthwork contractors shall verify topsoil depth.
- All sediment and erosion control devices and methods shall be in accordance with the Wisconsin DNR Technical Standards.
- No lot shall have lowest opening elevations lower elevation 724.50.

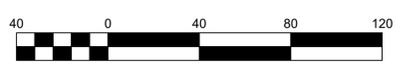
BENCHMARKS (NAVD88)

BM 0	NGS Monument(DE7730) Intersection of City Rd "N" & City Rd "CE" Elev 707.89'
BM 1	Fire Hydrant, Tag Bolt NW Quad of State St. & Melrose Ct. Elev 725.30'
BM 2	Fire Hydrant, Arrow Bolt Ash Grove Place, Lot 4 & Lot 5 Elev 727.72'
BM 3	Fire Hydrant, Tag Bolt Northerly R/W of Ashgrove Place, Outlot 2 Elev 737.86'



Note:
Mat Should Extend to Top of Bank or 18" Vertically, Whichever is Less.

WEST SWALE SECTION
Lots: 1-7



Trevor and Mindi Hansmann

37 Ash Grove Pl.

Kaukauna, WI 54130

[REDACTED]

1/22/2026

City of Kaukauna

144 W. 2nd St.

Kaukauna, WI 54130

Re: Request for Easement Change – 37 Ash Grove Pl. Kaukauna, WI 54130

To whom it may concern,

I am the owner of the property located at 37 Ash Grove Place. I am writing to formally request a review and approval of a proposed change to the existing drainage easement on this property.

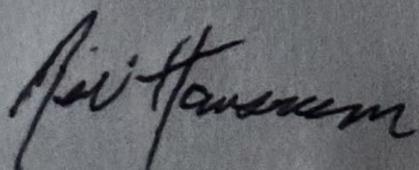
The requested drainage easement change involves removing the easement located at the back end of our property. The purpose of this request is to allow our children to be able to play and enjoy our backyard. We would like to have them be able to play on a playset, play their sports, and be kids. We would also like to put up a fence for our dog and to allow a safe area for our children to play. None of this information was disclosed to us by anyone involved in the sale of our home. After we purchased the house, the more people that came out, the more we realized and were told that our property in the back was not laid out properly. We are doing everything we can, and are working with everyone we can, to just have the backyard that we assumed we would have at the time of sale.

Enclosed with this letter are the relevant supporting documents, including signed documents from the cemetery allowing us to use the drain located on their property, for your review. This proposed change is not intended to interfere with existing access or utility services and is submitted in good faith for consideration.

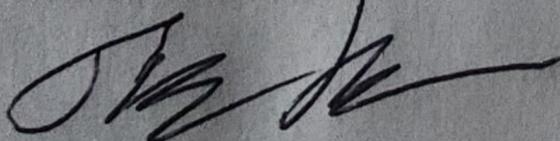
I appreciate your time and look forward to your guidance on the next steps in this process.

Sincerely,

Mindi Hansmann



Trevor Hansmann



RESOLUTION 2026-_____

RESOLUTION VACATING A DRAINAGE EASEMENT ON LOT 1 OF THE ASH GROVE ESTATES SUBDIVISION, PARCEL 323166403

WHEREAS, the City of Kaukauna approved the Ash Grove Estates Subdivision as recorded in document 2241223, Outagamie County Register of Deeds, 320 South Walnut Street, Appleton, Wisconsin 54911; and

WHEREAS, the recorded document included a 35' wide drainage easement along the west lot line of Lot 1, Ash Grove Estates; and

WHEREAS, the City of Kaukauna is the sole owner of said drainage easement; and

WHEREAS, the Department of Public Works does not require said easement to maintain the drainage or stormwater infrastructure for the subdivision; and

WHEREAS, the Plan Commission, at its meeting of February 19, 2026, made recommendation to vacate said 35' wide drainage easement upon aforementioned land;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna, Wisconsin that the 35' wide drainage easement along the west lot line of Lot 1 of Ash Grove Estates Subdivision in Outagamie County is hereby vacated.

Adopted by the Common Council of the City of Kaukauna, Wisconsin, on this 3 day of March, 2026.

APPROVED: _____
Anthony J. Penterman, Mayor

ATTEST: _____
Kayla Nessmann, City Clerk

STORM SEWER & DRAINAGE EASEMENT

Document Number

This EASEMENT, made between

Union Cemetery
GRANTOR

and

Trevor & Mindi Hansmann
City of Kaukauna
GRANTEE(s)

GRANTOR conveys to GRANTEE(s), their heirs, successors and assigns, for good and valuable consideration, receipt of which is acknowledged, the following described STORM SEWER & DRAINAGE EASEMENT in Outagamie County, Wisconsin.

Said GRANTOR conveys to said GRANTEE(s) the following easements:

Storm Sewer Easement Description

Area Being Part of Government Lot 1 of Section 24 and part of Government Lot 8 of Section 23, all in Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin, containing 519 Square Feet (0.0119 Acres) of land described as follows:

Commencing at the Outagamie County Government Corner No. 4 21 18 24 27 05S a point on the West line of Government Lot 1; thence along the West line of said Government Lot 1, N00°02'49"W, 570.31 feet; thence N56°34'40"E along the South right-of-way of State Street, 454.81 feet to the Point of Beginning of the area to be described; thence continuing along said right-of-way, N56°34'40"E, 6.05 feet; thence S26°03'31"E, 86.92 feet; thence S63°56'29"W, 6.00 feet; thence N26°03'31"W, 86.15 feet to the Point of Beginning. Described area subject to all easements and restrictions of record.

Drainage Easement Description

Area being part of Government Lot 8 of Section 23, all in Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin, containing 1,306 Square Feet (0.0300 Acres) of land described as follows:

Commencing at the Outagamie County Government Corner No. 4 21 18 24 27 05S a point on the West line of Government Lot 1; thence along the West line of said Government Lot 1, N00°02'49"W, 570.31 feet; thence N56°34'40"E along the South right-of-way of State Street, 519.60 feet to the Northwest corner of Lot 2, Certified Survey Map No. 6824; thence S00°33'40"W, 100.00 feet to the Northwest corner of Lot 1 of Ash Grove Estates also the Point of Beginning of the area to be described; thence S00°33'40"W, along the West line of said Lot 1, 62.96 feet to the Northwest corner of Lot 2 of Ash Grove Estates; thence N63°19'20"W, 22.27 feet; thence N00°33'40"E, 45.24 feet; thence N18°54'59"W, 15.91 feet; thence N63°56'29"E, 6.00 feet; thence S63°19'20"E, 22.21 feet to the Point of Beginning. Described area subject to all easements and restrictions of record.

In the Presence of: Union Cemetery

By: _____
Signature Print Name & Title Date

State of Wisconsin)
)ss
County of _____)

Personally came before me this _____ day of _____, 20_____,
the above named to me known to be the same person(s) who executed the foregoing instrument and acknowledged the same.

My commission expires: _____
Notary Public, Wisconsin

This space reserved for recording data

Return to:
Davel Engineering & Environmental, Inc.
1164 Province Terrace
Menasha, Wisconsin 54952

323166300

Parcel Identification Number(s)

STORM SEWER & DRAINAGE EASEMENT

Restrictions and Maintenance

Union Cemetery Easement Restrictions:

The following uses and structures are prohibited within all "Easements" granted in this document; filling, grading, and excavating except for construction of drainage ways and drainage facilities; the cultivation of crops, fruits, or vegetables; the dumping or depositing of ashes, waste, compost or material of any kind; the storage of vehicles, equipment, materials or personal property of any kind and constructing, erecting or moving any building or structure, including fences, within the drainage easement.

Union Cemetery Easement Maintenance:

Maintenance of all drainage ways and associated drainage structures within all "Easements" granted in this document are the responsibility of the grantor and grantee.

Upon failure of any property owner to perform maintenance, abide by restrictions, or allow for proper grading and drainage requirements of the drainage ways and associated drainage structures, the City of Kaukauna retains the right to have maintenance or corrective measures performed. The cost of said maintenance or corrective measures within all "Easements" granted in this document shall be a special charge to the non-complying lot.

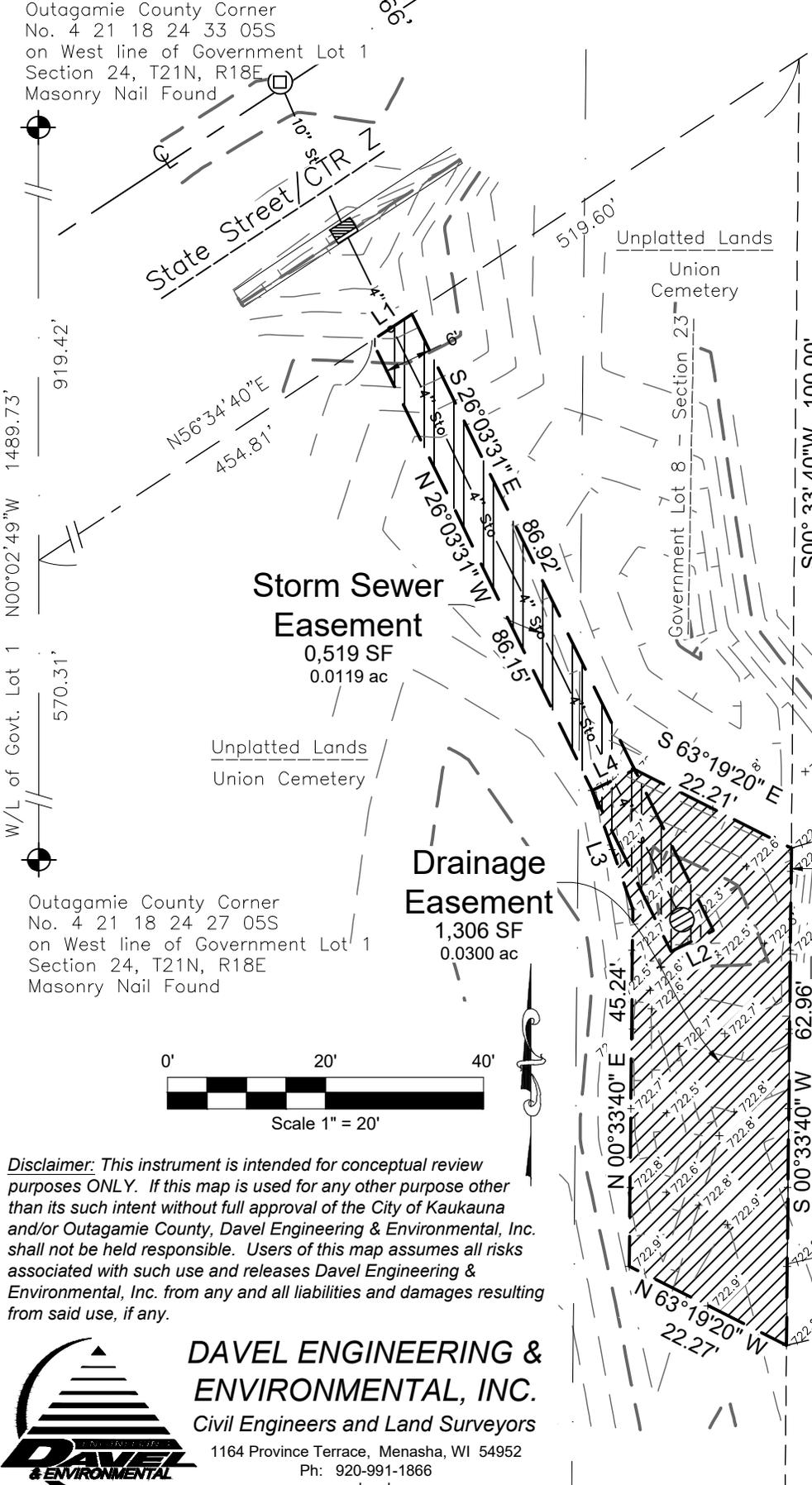
Maintenance by the City to include, but not limited to, the removal of silt and decomposed vegetation that gradually accumulates in the drainage way, and/or restricted flow within the pipe. Payment for city maintenance may be placed on the annual real estate tax bill from all contributing sources as a special assessment if not paid.

Grading and Grades

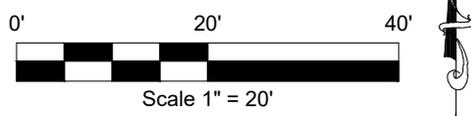
All grading and final grades for the construction of any public or private improvements, shall allow for positive drainage to be contained within the "Easements" granted in this document.

STORM SEWER & DRAINAGE EASEMENT EXHIBIT

Being Part of Government Lot 1 of Section 24 and part of Government Lot 8 of Section 23, all in Township 21 North, Range 18 East, City of Kaukauna, Outagamie County, Wisconsin.



LINE TABLE		
Line	Bearing	Length
L1	N 56°34'40" E	6.05'
L2	S 63°56'29" W	6.00'
L3	N 18°54'59" W	15.91'
L4	N 63°56'29" E	6.00'



Outagamie County Corner
No. 4 21 18 24 27 05S
on West line of Government Lot 1
Section 24, T21N, R18E
Masonry Nail Found

Outagamie County Corner
No. 4 21 18 24 33 05S
on West line of Government Lot 1
Section 24, T21N, R18E
Masonry Nail Found

Disclaimer: This instrument is intended for conceptual review purposes ONLY. If this map is used for any other purpose other than its such intent without full approval of the City of Kaukauna and/or Outagamie County, Davel Engineering & Environmental, Inc. shall not be held responsible. Users of this map assumes all risks associated with such use and releases Davel Engineering & Environmental, Inc. from any and all liabilities and damages resulting from said use, if any.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors

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