



## PLAN COMMISSION

City of Kaukauna  
Council Chambers  
Municipal Services Building  
144 W. Second Street, Kaukauna

Thursday, January 6<sup>th</sup>, 2022 at 4:00 PM

### MINUTES

**HYBRID MEETING (May attend in-person or via Zoom)**  
**In-person in Common Council Chambers, City of Kaukauna**  
**Remote Attendance option available via Zoom**

#### 1. Roll Call.

The Meeting was called to order by Mayor Penterman at 4:00 PM.

Members Present: Mayor Penterman, Commissioner Feller, Commissioner Avanzi, Commissioner Schoenike, Alderperson Moore (District 2), Alderperson Thiele (District 4), PCDD Stephenson and DPW Sundelius.

Members Absent: None

#### 2. Approval of Minutes.

##### a. Approve Minutes of December 2<sup>nd</sup>, 2021 Meeting

A motion was made by Alderperson Moore to approve the minutes of December 2<sup>nd</sup>, 2021 meeting. The motion was seconded by Commissioner Avanzi. The motion carried.

#### 3. New Business.

##### a. Ayres Alley Activation Report

PCDD Stephenson gave a background on the Ayres Alley Activation Report and indicated that the plan was a great placemaking tool for the City's downtown.

The Plan Commission entered into a conversation with the following being discussed:

- Additional funding sources to ensure the plan happens.
- City ownership of the two alley lots.
- The potential for murals on various façades
- Activates that could take place in the new alley spaces.

No action was taken.

**b. 301 W Seventh Street - Club Ritz - Rezoning Request**

PCDD Stephenson gave a background on the rezoning for Club Ritz and their want to provide ADA accessible bathrooms.

The Plan Commission entered into a conversation with the following being discussed:

- The affect of the new zoning on the neighborhood.
- The existing incompatible zoning district.
- Regulations surrounding loud music and where liquor can be served.
- Regulations for outdoor recreation or outdoor dining on a commercial establishment.
- The requirement for commercial establishments to bring expansion or substantial site changes back to plan commission for approval.

A motion was made by Alderperson Moore to approve the rezoning of 301 W Seventh Street from Residential Single Family to Commercial Core District and recommend the same to the Common Council. The motion was seconded by Alderperson Thiele. The motion carried six votes to one with DPW Sundelius voting nay.

**c. Park Donation - Little Free Library**

PCDD Stephenson gave a background on the Little Free Library donation, proposed for a location at the Kaukauna Public Pool.

The Plan Commission entered into a conversation with the following being discussed:

- How the pool expansion plan will affect the little free library proposed location.
- The want to not place a park donation that will be moved in the near future.

No action was taken, and staff was directed to look into the pool plan and find a suitable location for further review by the Plan Commission.

**d. Certified Survey Map - Inside the Park Place - Lot 11 and 12**

PCDD Stephenson gave an update on Lot 11 and 12 CSM. The CSM would allow for the even distribution of buildable land and result in an additional buildable lot.

Commissioner Schoenike made a motion to approve the Certified Survey Map, reorganizing Lots 11 and 12 of Inside the Park Place and

recommending the same to the Common Council. The motion was seconded by Commissioner Avanzi. The motion carried.

**e. Utility Easement - Inside the Park Place Subdivision**

SPE Neumeier gave an update on the need for two Utility Easements at Inside the Park Place Subdivision.

The Plan Commission entered into a conversation with the following being discussed:

- The ability to support the neighborhood with fiber connections.
- All electric and telecommunication utilities will be able to utilize the 12' easement.

A motion was made by Commissioner Fuller to approve the proposed easements at Inside the Park Place and recommend the same to the Common Council.

**f. Wetland Fill and Mitigation Cost Share - Discussion**

SPE Neumeier gave a background on the request from two developers to enter into a cost sharing agreement for wetland mitigation for a property located off of White Birch Street.

The Plan Commissioner entered into a conversation with the following being discussed:

- Past practice has not been to cost share for wetlands, but every development is different.
- The estimated cost of the wetland mitigation would be 35 -40K.
- Kaukauna's future plans to open their own wetland credit bank.
- The potential to move the road to avoid the wetland.
- The danger of setting a precedent for wetland mitigation cost sharing in new subdivisions.

DPW Sundelius made a motion to not participate in a wetland mitigation cost share. The motion was seconded by Commissioner Avanzi. The motion carried.

**g. Site Plan Review - Haen Meat Expansion**

PCDD Stephenson gave a background on the Haen Meat Expansion and indicated that the site plan presented had met all city zoning code regulations.

Clyde Weycker (Haen Meat) informed the commission of how the expansion would benefit Haen Meat, the neighborhood, and their customers by providing an attractive store front to sell their products.

A motion was made by Commissioner Avanzi to approve the Site Plan, allowing the Haen Meat expansion. The motion was seconded by Alderperson Thiele. The motion carried.

**4. Other Business.**

No other business to discuss.

**5. Adjourn.**

A motion was made to adjourn the meeting at 4:50 PM by Alderperson Moore. The motion was seconded by DPW Sundelius. The motion carried.

