



APPLICATION: SPECIAL EXCEPTION PERMIT FORM

This application is required if you are seeking a special exception to allow for a certain use or structure within a zoning district. Permitted special exceptions differ between zoning districts. Information on zoning districts can be found in [Section 17 of the Municipal Code](#). Information on special exceptions can be found in [Section 17.47 of the Municipal Code](#).

Petitioner Information:

Name: Paul Pierre Mendy

Mailing Address: 180 Plank rd, Waukauna, WI 54130

Phone Number: [REDACTED]

Email: [REDACTED]

Property Owner Information (If Not Petitioner):

Name: Teak Wood Properties LLC

Mailing Address: P.O. Box 337, Hortonville, WI 54944

Phone Number: [REDACTED]

Email: [REDACTED]

Property Information:

Site Address/Location: 180 Monk Road, Kaulaeha

Lot Dimensions and Area: _____

Current Zoning: ~~CO~~ Residential

Current Uses: Residential

Proposed Uses: 1-2 beds adult family home. which would serve purely as residential.

Please State Reason(s) for Special Exception Request:

Haven Heritage Adult Family Home LLC is seeking to operate a 1-to 2-bed certified Adult Family Home for adults with disabilities in a residential setting. The home will operate fully as a typical residential home with 24-hour support, no signage, minimal traffic, and no impact on the residential character of the neighborhood.

The purpose of the home is to provide safe, community-integrated housing for individuals who require supportive care while maintaining their independence and dignity. The home will comply with all DHS requirements, fire and safety standards, and local ordinances.

Approval of this request will support accessible housing opportunities and allow vulnerable adults to live in a safe, home-like environment within the community.

What procedures will be used to prevent any ill effects to neighboring properties such as (but not limited to) parking, noise, or additional traffic:

Minimal to no traffic, enough parking allocated, quiet residential

Please list the operating hours of the business:

24/7

Additional Requirements: Additional information may also be requested as may be appropriate per the proposal being made.

Special Exception Permit Fee Schedule: \$100.00

Please Note: The City of Kaukauna will **never** request payment for an application in the form of a wire transfer. All payments are to be made by check to the City of Kaukauna (address below) and are due when the application is submitted, prior to review.

Application Timeline: Special exception permits often require action by multiple governmental bodies. Between multiple meetings and statutory requirements for public hearings and noticing of meetings, sometimes reviews and authorizations can take more than 30 days. Please let staff know of your request as early as possible if you have a specific deadline that you need Plan Commission authorization by.

Signature of Petitioner:

PP Menden

Signature of Owner (If Not Petitioner):

Date Submitted to the City of Kaukauna:

6/3/24

Please submit by email to planning@kaukauna.gov or by mail to:

City of Kaukauna

Attn: Planning and Community Development Department

144 W Second Street

Kaukauna, WI 54130