

PLAN COMMISSION

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



Thursday, September 08, 2022 at 4:00 PM

MINUTES

1. Roll Call.

Members Present: Michael Avanzi, Giovanna Feller, Pennie Thiele, Ken Schoenike, AP Paul, PCDD Joe Stephenson, DPW John Neumeier, Mayor Tony Penterman

Member(s) Absent: John Moore

Others Present: Brian Vanderloop

A motion was made by Thiele to excuse the absent member(s). Schoenike seconded the motion. The motion passed unanimously.

2. Approval of Minutes.

a. Approve Minutes from August 18, 2022 Meeting

Feller made a motion to approve the minutes from August 18, 2022 meeting. DPW Neumeier seconded the motion. The motion passed unanimously.

3. New Business.

a. CSM Review for Parcel(s) 321086300, 321086301

AP Paul presented a CSM combination of parcels 321086300 and 321086301. The location of these parcels is 1006 Hyland Street. The parcels consist of an existing business building on one, and a parking lot on the other. The reason for the combination is to show that the ownership for each parcel is the same and clean lot lines up. This CSM is consistent with City Comprehensive plans and zoning of the lots will remain the same.

Thiele made a motion to approve the CSM for parcels 321086300 and 321086301 and recommend the same to council. DPW Neumeier seconded the motion. The motion passed unanimously.

b. Ordinance Update – Landscaping

AP Paul presented a landscaping ordinance since the current Code of Ordinances does not specify a landscape ordinance. Many zoning districts like Industrial Park and Commerce Crossing have protective covenants that details some landscaping requirements, but is only exclusive to those areas. This new ordinance will omit

confusion for new developers in the city when submitting site plans. Also, landscape ordinances will create a better environment for the city and add an element of beauty. There are three sub categories that group certain Zoning Districts/Uses together and specify reasonable requirements for each. Those sub categories are Commercial, Institutional, and Multifamily Use; Industrial Use; and Commercial Core District. Additional language was added to require screening from dumpsters. This will encourage dumpster corrals which will be aesthetically pleasing and easier for garbage pick-up or maintenance. There was discussion about how landscaping be applied in the Commercial Core district, and there is language offering alternative methods of landscaping such as planters. Language will be added to that section specifying that those requirements are at the discretion of the Plan Commission to accommodate for special exceptions. There was more discussion about using landscaping as a screen from public utilities, there should be at least a 5 foot buffer from utilities so maintenance can easily be performed. A point was brought up that landscape plans only need to be submitted for new development/site plans, or significant renovations to existing building that would trigger site plan submittal.

No action was taken.

c. Park Donation Application Review

AP Paul received a park donation application submitted by Don Mohr who wants to install a bench on the Konkapot Trail in memory of his late wife Nancy Peters. The bench style will match previously approved benches.

Avanzi made a motion to approve the park bench donation and grant staff to work with the family to install the bench in a more precise location in the general vicinity that was requested. DPW Neumeier seconded the motion. The motion passed unanimously.

4. Other Business

There was no other business.

5. Adjourn

DPW Neumeier made a motion to adjourn the meeting. Avanzi seconded the motion. Meeting adjourned at 4:26 PM.