

## Industrial Park Commission

City of Kaukauna

### Hydro View Room

Municipal Services Building

144 W. Second Street, Kaukauna



Wednesday, May 7, 2025 at 3:00 p.m.

### Minutes

In-Person in Hydro View Room, City of Kaukauna

Sundelius called the meeting to order at 3:00 p.m.

#### 1. Roll Call

Members Present: Michael Avanzi (Virtual), Ryan Gaffney, Dale Eggert, Glen Schilling, John Sundelius

Member(s) Absent: Mike Vandeberg, Tony Nytes, Nick Rieth

Other(s) Present: Director Kittel, Associate Planner Nelson, Representatives from Alliance Construction & Design, Representative from Keller

Schilling made a motion to excuse the absent members. Seconded by Eggert. Motion passed unanimously.

#### 2. Approval of Minutes

##### a. Approve Minutes from March 27, 2025

Schilling made a motion to approve the minutes from March 27, 2025.

Seconded by Eggert. Motion passed unanimously.

#### 3. Old Business

None

#### 4. New Business

##### a. Resource Guide

Director Kittel presented the resource guide he put together for Industrial Park Commission members. The guide includes links to meeting minutes and agendas, ordinances, the comprehensive plan, the strategic plan, and industrial park maps. Staff plan to update the guide on a yearly basis.

##### b. Site Plan Review – 1900 Tower Drive (Quick Transport)

Director Kittel provided an overview of the site plan for the creation of a 30,000 square foot warehouse for Quick Transport for their property located at 1900 Tower Drive. The warehouse will be located at the rear of the property. Quick Transport is also proposing adding a third driveway onto Tower Drive. This would improve truck traffic and allow for better maneuvering. The proposed driveway is located far enough away from the

existing driveway to not be a cause for concern. Staff has reviewed the plan and confirmed that it is in compliance with all covenants and meets all requirements set forth in city ordinance. Staff recommends approval with the following conditions: prior to issuance of building permits, Stormwater and Erosion Control permits must be obtained from the Engineering Department.

Schilling made a motion to approve the site plan as presented with the condition that, prior to issuance of building permits, Stormwater and Erosion Control permits are obtained from the Engineering Department. Seconded by Gaffney. Motion passed unanimously.

c. Site Plan Review – 1801 Progress Way (G&G Machine)

Director Kittel provided an overview of the site plan for an 8,455 square foot addition to the G&G Machine building located at 1801 Progress Way. The addition will match the existing facade and should blend into the building. Staff has reviewed the plan and confirmed that it is in compliance with all covenants and meets all requirements set forth in city ordinance. Staff recommends approval with the following conditions: prior to issuance of building permits, Stormwater and Erosion Control permits must be obtained from the Engineering Department.

Schilling asked what the purpose of the addition is.

Kittel stated that the addition will primarily be used for shipping and quality control purposes.

Eggert made a motion to approve the site plan as presented with the condition that, prior to issuance of building permits, Stormwater and Erosion Control permits are obtained from the Engineering Department. Seconded by Gaffney. Motion passed unanimously.

5. Other Business

None

6. Adjourn

Eggert made a motion to adjourn. Seconded by Schilling. Motion passed unanimously. Adjourned at 3:10 p.m.