



PLAN COMMISSION

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

Thursday, December 2nd, 2021 at 4:15 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 4:15 PM.

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

Members Absent: Commissioner Schoenike

A motion was made by Alderperson Thiele to excuse the absent member. The motion was seconded by Alderperson Moore. The motion carried.

2. Approval of Minutes.

a. Approve Minutes of November 18, 2021 Meeting

A motion was made by Commissioner Feller to approve the minutes of November 18th, 2021 meeting. The motion was seconded by Alderperson Moore. The motion carried.

3. Old Business.

a. Final Plat - Hurkman Heights 4

PCDD Stephenson presented the final plat for Hurkman Heights and the Ben's Way extension, required to allow proper traffic control in the new subdivision.

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

- Number of lots within the subdivision.
- The need for traffic circulation and a secondary exit.
- The distance to the nearest intersection along Ben's Way.

- The lack of a preliminary plat.
- Right of Way versus mapped street.

Jim Sehloff (Davel Engineer: representing Hurkman Heights 4): informed the Commission that he believed a preliminary plat had been presented and no issues were found.

DPW Sundelius made a motion to table the Final Plat for Hurkman Heights 4. In order to further investigate the traffic issues presented with the plat and to seek a legal opinion on the status of the Preliminary Plat for Hurkman Heights 4. The motion was seconded by Commissioner Avansi. The motion carried.

b. Official Map Amendment - Ben's Way Extension

DPW Sundelius made a motion to table the Official Map Amendment of Ben's Way in order to further investigate Right of Way acquisition of Ben's Way. The motion was seconded by Commissioner Avansi. The motion carried.

c. Ordinance Update - Section 17.22 Commercial Highway District

PCDD Stephenson gave a brief background on the need to update the Commercial Highway District.

Alderperson Moore made a motion to recommend approval of the Ordinance Update for Section 17.22 Commercial Highway District, schedule the public hearing, and recommend the same to the Common Council. The motion was seconded by Commissioner Feller. The motion carried.

4. New Business.

a. Lot Consolidation - 10 Ash Grove and Parcel #323113201

PCDD Stephenson gave a background on the Lot Consolidation.

The commission entered into a conversation with the following being discussed:

- Ownership of Out Lot 2.
- The need for a utility easement along the newly created parcel.

DPW Sundelius made a motion to approve the Lot Consolidation of 10 Ash Grove and Parcel #323113201 and recommend the same to the Common Council with the following conditions:

1. A 12' utility easement is placed along the property and approved by the Department of Public Works.
2. The ownership of Out Lot 2 is confirmed.

The motion was seconded by Alderperson Thiele. The motion carried.

b. Ordinance Update - Chapter 14 Building Code

PCDD Stephenson presented the ordinance update for Chapter 14.

A motion was made by Commissioner Avansi to approve the ordinance and recommend the same to the Common Council. The motion was seconded by Commissioner Feller. The motion carried.

Commissioner Avansi exited the meeting at 5:01 PM.

c. Rezoning - Lots 1-2 and 26-30 of Inside the Park Place

PCDD Stephenson gave a background on the rezoning from RSF to RTF on Lots 1,2 and 26-30 of Inside the Park Place Subdivision.

The commission entered into a conversation with the following being discussed:

- The value per home.
- The need for housing diversity.
- The need to keep neighborhoods cohesive and new homes to be of similar aesthetic style to adjacent houses.
- The uncertainty's surrounding the park development.

Aldersperson Moore made a motion to approve the rezoning of Lots 1,2 and 26 through 30 of Inside the Park Place from Residential Single Family (RTS) to Residential Two Family (RTF) and recommend the same to the Common Council. The motion was seconded by DPW Sundelius. The motion carried.

5. Other Business.

No other business to discuss.

6. Adjourn.

A motion was made to adjourn the meeting at 5:10 PM by Aldersperson Thiele. The motion was seconded by Aldersperson Moore. The motion carried.

