

# PLAN COMMISSION

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



Thursday, November 17, 2022 at 4:00 PM

## MINUTES

The meeting was called to order at 4:00 PM.

### 1. Roll Call

Members Present: Avanzi, Feller, Moore, DPW Neumeier, Mayor Penterman, Schoenike, Thiele and PCDD Stephenson

Others Present: AP Paul, Joel Ehrfurth from Mach IV

### 2. Approval of Minutes

#### a. Approval of Minutes from October 20, 2022 Meeting

There was a request to revise section 3. b. of the October 20, 2022 Meeting Minutes. Avanzi motioned to approve the minutes with the revisions. Schoenike seconded the motion. The motion passed.

### 3. Old Business.

#### a. Disposition of City Land – Remnant Parcel – 122 Island Street

Avanzi mentioned that the water study area was reviewed and the property in question will not be effected. Moore made a motion to direct staff to prepare documents including a survey and deed to transfer the remnant of parcel 325008400 also known as Lot 1 Block 2 Kaukauna Island Plat to the adjacent property owner and to recommend the transfer of the same to City Council. Schoenike seconded the motion. The motion passed.

### 4. New Business.

#### a. Certified Survey Map Review – Bernatello's Pizza

AP Paul presented a CSM submitted by Mach IV showing a lot combination for Bernatello's Pizza. Bernatello's is now in ownership of the storm water pond, driveway and parking area. The CSM is combining this land with their current property. DPW Neumeier brought up three points:

- The document number for the No Build Easement along the west line is incorrect
- There needs to be an addition of a power easement
- Existing Sanitary Sewer Easement should be separated via separate instrument

A motion was made by DPW Neumeier to accept the CSM with the changes mentioned above. The CSM must be submitted back to City Planning Department for in house approval before being passed on to Common Council. Seconded by Thiele. Motion passed.

b. Site Plan Review – Bassett Mechanical Corporate Office Addition

AP Paul presented the site plan review for Bassett Mechanical's corporate office addition off the south end of their existing facility. This an 8600 square foot addition to accommodate more office space, common areas, bathrooms, and conference rooms. There will be associated parking lot accommodation as well to account for this expansion. This is located in the Industrial Park District (IPD). All setback, height, parking, façade, landscaping, storm water and erosion control requirements are being met.

A motion was made by DPW Neumeier to approve the Site Plan for Bassett Mechanical Corporate Office Addition with the following conditions:

- Prior to issuance of building permits, must obtain Storm Water and Erosion Control Permits from Engineering Department.

The motion was second by Avanzi. The motion passed.

5. Other Business.

*There was no other business.*

6. Adjourn.

A motion was made by Thiele to adjourn the meeting. Moore seconded the meeting. The meeting was adjourned at 4:16 PM.