

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Thursday, February 19, 2026 at 4:00 PM

MINUTES

In-Person in Council Chambers

Mayor Penterman called the meeting to order at 4:00 p.m.

1. Roll Call

Members Present: Brett Jensen, John Neumeier, John Moore, Michael Avanzi, Ken Schoenike, Pennie Thiele, Mayor Tony Penterman

Members Absent: Giovanna Feller

Other(s) Present: Associate Planner Adrienne Nelson, Mindi Hansmann

Moore made a motion to excuse the absent member. Seconded by Neumeier. The motion passed unanimously.

2. Approval of Minutes

a. Approve Minutes from January 22, 2026

Thiele made a motion to approve the minutes from January 22, 2026. Seconded by Jensen. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Request for Easement Change – 37 Ash Grove Place

Associate Planner Nelson introduced the request for easement change at 37 Ash Grove Place. There is currently a 35-foot drainage easement located in the rear yard. Mindi and Trevor Hansmann have been working with city staff and Davel Engineering & Environmental, Inc. on the removal of the drainage easement. If the drainage easement were to be removed and the agreement with Union Cemetery signed, the impact would be negligible, and the subdivision would continue to

exceed city ordinance for storm water quantity control. City staff recommends that Common Council approves the request to remove the 35-foot drainage easement from 37 Ash Grove Place.

Commissioner Moore asked if 37 Ash Grove Place is the only property that the drainage easement passes through.

Neumeier described the original drainage design that passes through two lots with a drain on the two properties' lot line. With an easement change, the property at 37 Ash Grove Place would flow to the existing drain on the Union Cemetery property. The 10-foot-wide storm sewer easement will remain.

Commissioner Moore asked if the Hansmanns would be required to add fill to the backyard.

Neumeier explained that there is fill in the backyard already, so the property is operating without the easement currently. The question is whether the property owners must restore the lot to the proposed drainage plan grading that was approved for the subdivision. The other option for the homeowner's was to receive permission to use the drain on Union Cemetery property. To Neumeier's understanding, the grading was in the current condition when the Hansmanns bought the house.

Thiele commented that the 35-foot easement is large, considering the size of the property and the backyard.

Schoenike made a motion to approve the request to remove the 35-foot drainage easement from 37 Ash Brook Place and to send the request to the Board of Public Works and Common Council. Seconded by Moore. The motion passed unanimously.

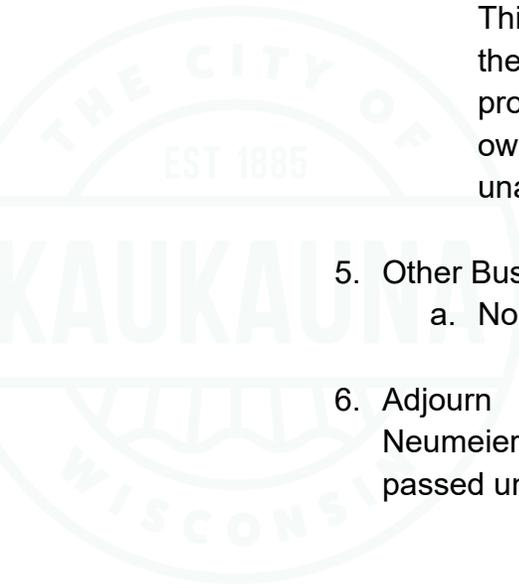
- b. Wisconsin Department of Transportation – Right-of-Way Acquisition for Interstate 41

Director of Public Works/City Engineer Neumeier presented the right-of-way acquisition by the Wisconsin Department of Transportation (WisDOT). With the Interstate 41 project, WisDOT is realigning the right of way areas that they need to expand to 3 lanes. The small sections of property have no effect on city operations or city drainage needs for the area. There are 2 fee areas that WisDOT is acquiring and a temporary limited easement (TLE) for WisDOT to do regrading. The TLE land reverts to the City of Kaukauna after the project. The portions of land do not affect the trail or the bridge going around the nearby pond.

Commissioner Moore asked about the potential for debris to fall into the nearby pond and whose responsibility it would be to address the debris.

Neumeier stated that there is little chance for debris to fall into the pond for two reasons. The first reason is that WisDOT has erosion control in place. The second reason is that the grading will go towards Interstate 41 and away from the pond. In the case of problems with construction resulting in debris, WisDOT would be responsible for cleaning up the debris.

Thiele made a motion to recommend approval to Common Council of the agreement for fee acquisitions and TLE by the Wisconsin DOT for project 1130-63-20 I41 Outagamie and Brown County for the city owned parcels 304a & b. Seconded by Moore. The motion passed unanimously.

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5. Other Business
 - a. None

6. Adjourn

Neumeier made a motion to adjourn the meeting. Seconded by Thiele. Motion passed unanimously. The meeting adjourned at 4:11 p.m.