

PLAN COMMISSION

City of Kaukauna

Council Chambers

Municipal Services Building

144 W. Second Street, Kaukauna



Wednesday, May 20, 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, Giovanna Feller, John Neumeier, John Moore, Ken Schoenike, Kelli Antoine, Mayor Tony Penterman

Members Absent: Michael Avanzi

Other(s) Present: Associate Planner Adrienne Nelson, Times Villager Reporter Brian Roebke

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

2. Approval of Minutes

a. Approve Minutes from April 23, 2026

Jensen made a motion to approve the minutes from April 23, 2026. Seconded by Feller. The motion passed unanimously.

3. Old Business

a. None

4. New Business

a. Extraterritorial CSM Review – Town of Vandenbroek

Associate Planner Nelson introduced the extraterritorial CSM review for the Town of Vandenbroek. Steven C. De Jong, surveyor, submitted a CSM on behalf of Sean Melvin, owner of parcel 200001111, and Kevin and Susan Melvin, owners of parcel 200001110, to adjust lot lines between the parcels. The parcels, located about 0.85 miles

northwest of Kaukauna's New Prosperity Center, fall within the extraterritorial review area of the city.

Schoenike made a motion to recommend approval of the extraterritorial Certified Survey Map to the Common Council. Seconded by Jensen. The motion passed unanimously.

b. La Follette Park Informational Meeting

Associate Planner Nelson introduced the La Follette Park Informational Meeting. City staff will be hosting an informational meeting open to the public for La Follette Park on May 28, 2026 from 5:30 PM to 7:00 PM in the council chambers. The purpose of the meeting is to get some public feedback on future design concepts for La Follette Park.

Moore asked if there will be sample proposals at the meeting for what changes to the park could look like.

Nelson confirmed that there will be site plans at the meeting.

Nelson noted that outreach was made to the neighborhood around La Follette Park with a flyer being mailed to the neighbors within 700 feet of the park.

c. Girl Scout Silver Award Mural Project Update

Associate Planner Nelson presented the Girl Scout Silver Award mural project update. A Girl Scout troop approached the Plan Commission in the past to get permission to paint a mural on the CE Trail tunnel near Electa Quinney Elementary School. The public works department worked to get the anti-graffiti coating removed from the tunnel. The Girl Scout Troop will be hosting an event over Memorial Day Weekend to paint the mural.

d. Annexation Petition Review – Verbeten Development

Associate Planner Nelson presented the annexation petition review for the Verbeten development. The annexation request is for parcels 030062307 and 030063500 from the Town of Buchanan to the City of Kaukauna, a total of 28.5993 acres. The property would default to Residential Single-Family zoning if approved. The property can be serviced with water and sewer by the City, and the request for annexation is being made to support a future neighborhood development.

Nelson noted that the Verbeten Development Inc. sold the property to Dercks 5 LLC.

Neumeier made a motion to recommend approval of the petition for unanimous annexation from the Town of Buchanan to the City of Kaukauna to the Common Council. Seconded by Antoine. The motion passed unanimously.

e. Preliminary Plat Review – High Pointe Meadows

Associate Planner Nelson provided an update for the High Pointe Meadows preliminary plat. Once the annexation had been approved and the floodplain study is received and staff has reviewed it, the preliminary plat will come back before the Plan Commission.

5. Other Business

a. None

6. Adjourn

Jensen made a motion to adjourn the meeting. Seconded by Neumeier. Motion passed unanimously. The meeting adjourned at 4:10 p.m.