



PLAN COMMISSION

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

Thursday, March 17th, 2022 at 4:00 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 4:00 PM.

Members Present: Mayor Penterman, Commissioner Avanzi, Commissioner Schoenike, Ald. Moore (District 2), Ald. Thiele (District 4), PCDD Stephenson and DPW Neumeier

Members Absent: Commissioner Feller

Other Present: AP Paul

A motion was made by Commissioner Avanzi to excuse the absent member. The motion was seconded by Ald. Moore. The motion carried.

2. Approval of Minutes.

a. Approve Minutes of February 17th, 2022 Meeting

A motion was made by Ald. Moore to approve the minutes of February 17th, 2022, meeting. The motion was seconded by DPW Neumeier. The motion carried.

3. Old Business.

a. Approval of New Ordinance – Section 17.49 – Public Notification

PCDD Stephenson gave an update on the ordinance. The suggested changes to the verbiage and wording had been made.

Ald. Moore motioned to approve the ordinance, Ald. Thiele seconded the motion. The motion carried.

4. New Business.

- a. Letter of Support – UNPS & SW Construction Grant – Company Woods Pond
DPW Neumeier gave background about the Company Woods Pond Expansion project, and that the Engineering Department will be applying for an Urban Non-Point Source & Storm Water (UNPS&SW) Construction Grant from the WDNR. A Draft Letter of Support explained that the project is to reduce urban non-point source pollution prior to discharge into the Fox River. This letter of support is sought to be included in the grant application.

A motion was made by Commissioner Avanzi to authorize the Mayor to send a letter of support from the City Plan Commission and Citizen Advisory Board as part of the City's WDNR grant application. The motion was seconded by Ald. Moore. The motion carried.

- b. RW Plat & Relocation Order – Intersection of Island Street and Elm Street
DPW Neumeier gave a background on the acquisition process for a highway easement to be installed on Island Street so the proposed 4-Way Intersection on Island/Elm can accommodate a left turn lane. These documents need to be signed by a representative from the agency authorizing approval of the plat before it is signed by the approving local agency officials and recorded in the county Register of Deeds. DPW Neumeier is seeking approval to sign the plat on behalf of the City of Kaukauna.

A motion was made by Commissioner Avanzi to recommend approval of the RW Plat and Relocation Order for Island/Elm Intersection Improvements to the Common Council and to authorize the Director of Public Works to sign the plat on behalf of City of Kaukauna. The motion was seconded by Commissioner Schoenike. DPW Neumeier abstained from the vote. The motion carried.

5. Other Business.

PCDD Stephenson would like to discuss the Subdivision Code with the Plan Commission at another meeting.

6. Adjourn.

A motion was made to adjourn the meeting at 4:15 PM by Ald. Thiele. The motion was seconded by Ald. Moore. The motion carried.