

PLAN COMMISSION

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



Wednesday, December 21, 2022 at 4:00 PM

MINUTES

1. Roll Call.

Members present: Feller, Moore via Microsoft Teams, Thiele, Schoenike, DPW Neumeier, Mayor Penterman

Member(s) absent: Avanzi

Other(s) present: PCDD Stephenson; Associate Planner, Lily Paul; Jim Sehloff, Davel Engineering

A motion was made by DPW Neumeier to excuse the absent member(s). Thiele seconded the motion. The motion passed unanimously.

2. Approval of Minutes.

- a. Approve Minutes from November 17, 2022 Meeting

Feller made a motion to approve the minutes from the November 17, 2022 meeting. Schoenike seconded the motion. The motion passed unanimously.

3. New Business.

- a. Final Plat Review – Blue Stem Meadows 3

AP Paul provided the final plat for Blue Stem Meadows 3. This final plat shows easements on lots 98-99 & 102-103 instead of a city owned portion to allow access to the storm water pond. The number of lots and their sizes are the same than from the preliminary plat. DPW Neumeier requests drainage easements be included on the plat to help with enforcement. The CSM number 7779 should be added to the header. There will be a temporary turnaround at the east end of White Dove Lane that needs a signed and recorded easement. The wetland setback lines shall be shown in lots 99-102. DPW Neumeier will provide language to Davel Engineering for the Utility Easement Grantees that should be listed. Finally, Outlot 2 should be deeded to the City of Kaukauna in order to create a parcel number/tax ID number and shown as owned by the City of Kaukauna in Outagamie County land records.

DPW Neumeier made a motion to approve the final plat and pass on to Common Council with the changes discussed. Thiele seconded the motion. The motion passed unanimously.

b. Flood Storage District

PCDD Stephenson brought forward Outagamie County Zoning Ordinance – Flood Storage District language as an example the City of Kaukauna should follow. The City of Kaukauna currently does not have any language that would allow the changing or moving of wetlands without decreasing or eliminating the flood storage district.

DPW Neumeier made a motion to direct staff to prepare language for a flood storage district ordinance and forward onto legislative committee. Thiele seconded the motion. The motion passed unanimously.

4. Other Business.

There was no other business.

5. Adjourn

Schoenike made a motion to adjourn the meeting. Thiele seconded the motion. Meeting adjourned at 4:17 PM.