



**DRAFT MINUTES
ZONING COMMITTEE
TUESDAY, MAY 27, 2025**

Members Present: Debbie Vander Heiden, Dan Rettler, Jayme Heiser, Mark Mitchell, Mike Janke

Others Present: Kevin Englebert, Isaac Uitenbroek, Austin Dyb, Sadie DiNatale Burda, Claire Ebben, Cassie Ingalls, Ronald Voigt

I. Meeting called to order

THE MEETING WAS CALLED TO ORDER BY SUPERVISOR VANDER HEIDEN AT 9:00 A.M.

II. Roll Call

ROLL CALL WAS TAKEN BY SUPERVISOR VANDER HEIDEN AT 9:00 A.M.

III. Minutes of the April 22, 2025 Zoning Committee Meeting

MOTION: AT 9:00 A.M. SUPERVISORS JANKE/HEISER MOVED TO APPROVE THE MINUTES OF APRIL 22, 2025. MOTION CARRIED 5-0.

IV. Public participation pertaining to agenda items for a period of 15 minutes (limit 3 minutes each)

V.a. Chapter 54 Ordinance Amendment Request to Adopt Zoning Map for the Town of Black Creek, PL202500163; Town of Black Creek

Deputy Director Sadie DiNatale Burda provided staff review of the request to adopt a zoning map for the Town of Black Creek into the Outagamie County Zoning Ordinance (Chapter 54). Staff recommendation is to approve the Town of Black Creek Zoning Map.

MOTION: AT 9:03 A.M. SUPERVISORS JANKE/RETTLER MOVED TO CLOSE THE PUBLIC HEARING. MOTION CARRIED 5-0.

MOTION: AT 9:04 A.M. SUPERVISORS RETTLER/HEISER MOVED TO RECOMMEND APPROVAL. MOTION CARRIED 5-0.

V.b. Special Exception Airport for Excel Engineering and SPARK Development LLC, applicants on behalf of Town of Grand Chute Sanitary District 3, owner, PL202500207; Town of Grand Chute

Zoning Administrator Isaac Uitenbroek provided staff review of the subject site, tax parcel 101142800. Staff recommendation is to approve with the condition as stated.

MOTION: AT 9:05 A.M. SUPERVISORS JANKE/MITCHELL MOVED TO CLOSE THE PUBLIC HEARING. MOTION CARRIED 5-0.

MOTION: AT 9:06 A.M. SUPERVISORS MITCHELL/JANKE MOVED TO RECOMMEND APPROVAL WITH CONDITION. MOTION CARRIED 5-0.

VI. Town of Kaukauna Comprehensive Zoning Map Amendment, PL202500198; Town of Kaukauna

Land Use Specialist Austin Dyb provided staff review of a zoning map update for the Town of Kaukauna. Staff

recommendation is to approve.

MOTION: AT 9:08 A.M. SUPERVISORS JANKE/HEISER MOVED TO RECOMMEND APPROVAL. MOTION CARRIED 5-0.

VII. Code Rewrite Update- Overview of Draft Buffering and Parking Standards

ZA Uitenbroek and Land Use Specialist Claire Ebben presented an overview of the landscaping & buffering and parking standards articles of the code rewrite project.

VIII. Future agenda items – no action will be taken

IX. ADJOURNMENT

MOTION: SUPERVISORS JANKE/MITCHELL MOVED TO ADJOURN AT 9:19 A.M. MOTION CARRIED 5-0.

Respectfully submitted,
Cassie Ingalls
DLS Administrative Assistant