

VILLAGE OF HARRISON
Plan Commission Meeting Minutes
March 19, 2024

A meeting of the Plan Commission was called to order at 6:00pm at the W5298 State Hwy 114 Menasha, WI 54952 on Tuesday, March 19, 2024. After the Pledge of Allegiance was recited, roll call was taken.

Present: President Allison Blackmer, Darlene Bartlein, Mark Van Hefty, Dennis Reed, Scott Chicoine, Bob Mayfield, and Chad Weyenberg.

Staff: Chad Pelishek, Assistant Village Manager, Meghan Winkler, Deputy Clerk/Deputy Treasurer/HR Officer

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call of Plan Commission**

4. Public Comments

Please be advised per State Statute Section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments.

No speakers

5. Corrections and Approvals of the Previous Meeting Minutes

- Approve Minutes - February 20, 2024

MOTION: Van Hefty/Chicoine to approve the Minutes from February 20, 2024, as printed and circulated.

Motion passed 7-0.

6. Convene Meeting and Enter Public Hearing

MOTION: Bartlein/Van Hefty to convene Meeting and Enter Public Hearing at 6:01 pm.

Motion passed 7-0.

- a. Zoning Map Amendment (Rezoning) – PR Properties, LLC – N9674/N9676 Golden Way
– Parcel 33976

No speakers

7. Close Public Hearing and Reconvene Regular Meeting

MOTION: Van Hefty/Chicoine to reconvene Regular meeting at 6:02 pm.

Motion passed 7-0.

8. New Business for Discussion, Consideration, and/or Action

- a) Zoning Map Amendment (Rezoning) – PR Properties, LLC – N9674/N9676 Golden Way – Parcel 33976

MOTION: Chicoine/Van Hefty to approve the Zoning Map Amendments from Office and Retail Commercial [COR] to Two Family Residential [RT] as submitted.

Motion passed 7-0.

- b) Certified Survey Map – PR Properties, LLC – N9674/N9676 Golden Way – Parcel 33976

MOTION: Van Hefty/Weyenberg to approve the Certified Survey Map (CSM) request as submitted with the condition that it meets Village Ordinance 117-135 (Zero Lot Line). The Village will not sign the CSM until the building inspector has issued a zero lot line occupancy permit.

Motion passed 7-0.

- c) Certified Survey Map – Dercks DeWitt, LLC – County Road N – Parcel 39138

MOTION: Van Hefty/Chicoine to approve the Certified Survey map (CSM) request as submitted.

Motion passed 7-0

- d) Report: Zoning Permits

The reports and permits are on file at Village Hall.

9. Set Next Meeting Date

- April 23, 2024 at 6:00 pm

10. Adjournment

MOTION: Bartlein/Van Hefty to adjourn meeting at 6:08 pm.

Motion passed 7-0.

Prepared by: Meghan Winkler, Deputy Clerk/Deputy Treasurer/HR Officer

Dated: 03/20/2024