

VILLAGE OF HARRISON
Plan Commission Meeting Minutes
August 20, 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, August 20, 2024. After the Pledge of Allegiance was recited, roll call was taken.

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

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

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

MOTION: Chicoine/ Van Hefty to approve the minutes from July 23, 2024, as printed and circulated.

Motion 5-0

6. Convene Meeting and Enter Public Hearing

- a. Zoning Map Amendment – Mel Baeten – Highline Rd – Parcels 39012, 39018, 39010

Scott Handschke N9068 Emerald Ln – spoke in opposition.

Ray Smith – N9536 Highline Road – spoke in opposition to commercial development

Matt Lancaster – W5828 Sweet William Dr – spoke in opposition.

MOTION: Bartlein/Weyenberg to convene Meeting and enter Public Hearing at 6:01 pm.

Motion passed 5-0.

7. Close Public Hearing and Reconvene Regular Meeting

MOTION: Van Hefty/Bartlein to reconvene Regular meeting at 6:18 pm.

Motion passed 5-0

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

- a) Zoning Map Amendment – Mel Baeten – Highline Rd – Parcels 39012, 39018, 39010

Applicant withdrew application at meeting. No action was taken.

b) Site Plan Review – Ark Data Center (Davel Engineering) – W6149 Old Highway Rd – Parcel 39566

MOTION: Van Hefty/Weyenberg to approve the site plan with the following conditions. The conditions below must be must before the site plan permit is used.

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of zoning and building permits.
2. The site plan is subject to the review and recommendations of the Village of Harrison's engineer(s) of record.
3. A grading/drainage stormwater management plan and erosion control plan, along with application and fee, shall be reviewed and approved by the Village engineer and Village staff.
4. A comprehensive landscaping plan is submitted and approved.
5. The fire chief approves the site plan for emergency access.
6. Only those uses permitted in the applicable zoning district shall be allowed within the development.
7. All applicable local, County, and State rules, regulations, and ordinances shall be met.

Motion 5-0.

c) Certified Survey Map (CSM) – Jerry Lopas – W6362 Ravine Ct– Parcels 41486 &

MOTION: Chicoine/Bartlein to approve the Certified Survey Map (CSM) request as submitted.

Motion 5-0.

d) Conditional Use Modification –North Shore Golf Club (Davel Engineering) – N8421 North Shore Rd – Parcel 39918

MOTION: Van Hefty/Weyenberg to approve the conditional use modification with the following conditions.

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of zoning and building permits.
2. The site plan is subject to the review and recommendations of the Village of Harrison's engineer(s) of record.
3. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
4. Only those uses permitted in the applicable zoning district shall be allowed within the development.
5. All applicable local, County, State, and DNR rules, regulations, and ordinances shall be met.

Motion 5-0.

e) Final Plat – Breezy Meadows Subdivision – Vans Realty & Construction – Midway Rd/Lake Park Rd Parcels 43838, 46188, 43840

MOTION: Chicoine/Van Hefty to approve the Final Plat for Breezy Meadows Subdivision with the following conditions and amending condition 12 to state "Per the May 8, 2024 meeting, the developer and/engineer shall file exemptions to fill the wetlands located on lots 11, 23, 28 and 30 in order to be buildable prior to sale of lots".

1. *Finalized Developers Agreement be approved by the Village Board in conjunction with the final plat.*
 2. *Letter of credit as agreed to in the Developers Agreement is received before the Village signs the final plat.*
 3. *Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.*
 4. *All lots shall have a storm sewer lateral provided for sump pump discharge.*
 5. *All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to roadway acceptance.*
 6. *All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.*
 7. *The Village Board shall accept the roadway in a “graveled state”, with a temporary asphalt binder, prior to issuance of building permits and zoning permits.*
 8. *All final improvements, including but not limited to, curb & gutter, asphalt paving, sidewalks, and trails shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.*
 9. *If applicable, wetland determinations and/or studies shall be provided to the Village.*
 10. *Benchmarks shall be established on all hydrant tag bolts.*
 11. *Grading/Drainage Plan shall identify elevations of ground at the foundation.*
 12. *Per the May 8, 2024, meeting, the developer and/or engineer shall file exemptions to fill the wetlands located on Lots 11, 23, 28 and 30 in order to be buildable prior to building permit issuance.*
- Motion 4-1*

f) July 2024 Zoning Permits

The report and permits are on file at Village Hall.

9. Set Next Meeting Date

- September 17, 2024 at 6:00 pm

10. Adjournment

MOTION: Bartlein/Weyenberg to adjourn meeting at 6:33 pm.

Motion 5-0.

Minutes submitted by:

Meghan Winkler, Deputy Clerk/Deputy Treasurer/HR Officer

August 21, 2024