

VILLAGE OF HARRISON
Plan Commission Meeting Minutes
September 17, 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, September 17, 2024. After the Pledge of Allegiance was recited, roll call was taken.

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

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: Bartlein/Weyenberg to approve the minutes from August 20, 2024, with corrections. Motion passed 5-0 (Linzmeier abstained as he was not in attendance for that meeting).

6. Convene Meeting and Enter Public Hearing

- a. Zoning Map Amendment – Jon Diedrich – W4297 County B – part of parcel 40956

MOTION: Van Hefty/Bartlein to convene Meeting and enter Public Hearing at 6:01 pm. Motion passed 6-0.

7. Close Public Hearing and Reconvene Regular Meeting

MOTION: Chicoine/Weyenberg to reconvene Regular meeting at 6:02 pm. Motion passed 6-0

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

- a) Zoning Map Amendment (Rezoning) – Jon Diedrich – W4297 County B – Part of Parcel 40956

MOTION: Chicoine/VanHefty to approve the Zoning Map Amendment from General Agriculture [AG] to Rural Residential [RR] as submitted.

Motion passed 6-0

- b) Certified Survey Map (CSM) — Jon Diedrich – W4297 County B – Part of Parcel 40956

MOTION: Van Hefty/Weyenberg to approve the Certified Survey Map (CSM) requested as submitted.

Motion passed 6-0

- c) Site Plan Review – Darboy BP – N9690 County N – Parcel 34396

MOTION: Van Hefty/Linzmeier to approve the site plan with following conditions:

- 1. Prior to occupancy being issued, a parking barrier is installed on the north side of the building,
separating the drive-thru lane from the adjusted parking spaces.*
- 2. Only those uses permitted in the applicable zoning district shall be allowed within the development.*
- 3. All applicable local, County, and State rules, regulations, and ordinances shall be met.*

Motion passed 6-0

- d) Final Plat – Crossroad Business Park – Village of Harrison – Parcels 40390 & 40384

MOTION: Chicoine/Bartlein to approve the Final Plat for Crossroads Business Park.

Motion passed 6-0.

- e) August 2024 Zoning Permits

The report and permits are on file at Village Hall.

9. Set Next Meeting Date

- October 22, 2024 at 6:00 pm

10. Adjournment

MOTION: Bartlein/VanHefty to adjourn meeting at 6:13 pm.

Motion passed 6-0

Minutes submitted by:

Minutes submitted by:

Meghan Winkler, Deputy Clerk/Deputy Treasurer/HR Officer
September 20, 2024