

PLAN COMMISSION
MEETING MINUTES – July 18, 2017

- 1) Call to Order: The meeting was called to order in the Harrison Municipal Building by Chairman Salm at 6:00pm.
- 2) Pledge of Allegiance: The Pledge was recited.
- 3) Roll Call: Members present were: Kevin Hietpas, Jim Salm, Jerry Bartlein, Dennis Reed. Jim Fochs and Jim Lincoln were excused. One seat is vacant.

Staff Present: Planner Mark Mommaerts, AICP; Carie Krause, Deputy Clerk - Treasurer

- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Bartlein/Hietpas) to approve the minutes of June 20, 2017. Motion carried 4-0.
- 6) Convene Meeting and Enter Public Hearing: Regular Meeting was convened and Public Hearing began at 6:02pm.
 - a. Comprehensive Plan Amendment – BelGioioso Cheese, Inc. – Hwy 55: Planner Mommaerts introduced the item stating that the applicant, BelGioioso Cheese, Inc., is looking to purchase approximately 8.06-acres of property adjacent to their current whey production facility at N8495 Hwy 55. The purpose is to expand the facility in the future. Ultimately, the applicant wishes to rezone the subject property to industrial and manufacturing, which is the same as the land where the facility is located. However, any rezoning must be in compliance with the Comprehensive Plan, which is the reason for the request. The applicant, with permission from the current property owner, is requesting an amendment to the Comprehensive Plan Future Land Use Map in order to change the Ag, Vacant, Undeveloped designation to an Industrial designation. This property is adjacent to property that was amended and rezoned in May 2017 by BelGioioso Cheese, Inc.
 - b. Zoning Map Amendment – BelGioioso Cheese, Inc. – Hwy 55: Planner Mommaerts introduced the item stating that the applicant, BelGioioso Cheese, Inc., is looking to purchase approximately 8.06-acres of property adjacent to their current whey production facility at N8495 Hwy 55. The purpose is to expand the facility in the future. The applicant, with permission from the current property owner, is requesting an amendment to the Zoning Map in order to rezone from General Agricultural [AG] to Industrial & Manufacturing [IM].
- 7) Zoning Map Amendment – Dercks DeWitt, LLC – Kimberly Heights: Planner Mommaerts introduced the item stating that the applicant, Dercks DeWitt LLC, is

developing a new residential subdivision at the northeast corner of County N and Schmidt Road. As a condition of the preliminary plat approval, the property is to be rezoned from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1]. The Future Land Use Map as part of the Comprehensive Plan identifies this area as Single-Family Residential (Sewered). Public sewer and water will be available to the subdivision.

- 8) Zoning Map Amendment – FNS, LLP – County KK & Friendship Road: Planner Mommaerts introduced the item stating that the applicant, FNS, LLP, is preparing the property for future development. Tentatively, there are 2-3 commercial buildings being proposed for this property. This area is identified on the Future Land Use Map as part of the Comprehensive Plan as Commercial. The applicant is proposing to rezone the property from General Agricultural [AG] to Office and Retail Commercial [COR]. Public sewer and water will be available to this area.
- 9) Close Public Hearing and Reconvene Regular Meeting: Public Hearing was closed and regular meeting reconvened at 6:10pm.
- 10) Items for Discussion and Possible Action
 - a. Resolution PC2017-03 – Comprehensive Plan Amendment – BelGioioso Cheese, Inc. – Hwy 55 Motion (Hietpas/Bartlein) to approve Resolution PC2017-03, Amendment to Comprehensive Plan Future Land Use Map amendment from Ag, Vacant, Undeveloped to Industrial. Motion carried 4-0
 - b. Zoning Map Amendment – BelGioioso Cheese, Inc. – Hwy 55 Motion (Bartlein/Hietpas) to approve the zoning text amendment from General Agricultural [AG] to Industrial & Manufacturing [IM] if the Comprehensive Plan Amendment is approved. Motion carried 4-0
 - c. Zoning Map Amendment – Dercks DeWitt, LLC – Kimberly Heights Motion (Hietpas/Bartlein) to approve the zoning text amendment from General Agricultural [AG] to Single-Family Residential (suburban) [RS-1]. Motion carried 4-0
 - d. Zoning Map Amendment – FNS, LLP – County KK & Friendship Rd. Motion (Hietpas/Bartlein) to approve the zoning text amendment from General Agricultural [AG] to Office and Retail Commercial [COR]. Motion carried 4-0
 - e. Certified Survey Map – FNS, LLP – Hwy 55. Motion (Bartlein/Reed) to approve the Certified Survey Map. Motion carried 4-0
 - f. Request for waiver from exterior materials design standards – Mel Baeten – Amy Avenue. Motion (Salm/Hietpas) to approve the waiver for the back of the building.

11) Items for Discussion

- a. Concept Plan – Cobble Creek II: Planner Mommaerts introduced the item stating that the applicant is proposing a 34-lot subdivision, called Cobble Creek II, for the property south of County KK and east of Bies Road. The proposed subdivision will be an extension of the Cobble Creek subdivision. Access is proposed through the Cobble Creek subdivision and through a new street intersecting County KK. Ultimately, the plan is to connect a roadway from County KK to Schmidt Road to the south.

The property is zoned General Agricultural [AG]. The AG zoning district requires a minimum of 150-feet of road frontage and a minimum of 1-acre lot sizes. The proposed lots are all over 1-acre. The developer is proposing that each lot would have a private on-site sanitary system and well. The area has a waterway running through it with steep slopes and wooded areas. It appears that a preliminary floodplain analysis has been completed, as indicated on concept plan. A bridge is proposed to cross the waterway.

The Plan Commission is asked to provide comments/feedback on the concept plan. Some issues to consider:

1. Does the proposed subdivision comply with the intent of AG zoning district or should property be rezoned to RS-1, a residential zoning district? If residential zoning, how best to provide sewer and water in the future?

Sec. 117-81. - General agricultural district (AG).

(a) Intent. The intent of this district is to maintain, preserve, and enhance open land areas historically used for agricultural purposes. It is also intended to accommodate certain nonagricultural uses, the intensity of which will be limited due to a lack of public sanitary sewer and water facilities.

Sec. 117-82. - Single-family residential (suburban) district (RS-1).

(a) Intent. The intent of this district is to provide for single-family, detached residential development, primarily with public sanitary sewer and water facilities, at a density not to exceed 3.6 dwelling units per acre. It is also intended for existing residential development along Lake Winnebago that is served by private waste disposal systems and wells.

The Comprehensive Plan identifies this area as Single-Family Residential (Transitional). This category strives to balance the need to develop rural areas before sewer and water service is available. There are several recommendations/options for development within the Transitional Area.

2. Consider a development sanitary sewer lift station and water main connecting to Darboy Sanitary District.
3. Consider creating an Outlot and dedication to Village of environmentally sensitive areas, including waterway, floodplains, and woodlands. This dedication could be considered as part of the parkland dedication provisions.
4. Sidewalks must be provided along all streets, however consideration of a trail along the main street from County KK to the south could be discussed.
5. Cul-de-sacs could be acceptable due to topography and other physical features of the site.
6. A planting buffer along the northern lots should be considered as a screen from the adjacent commercial development to the north.
7. Access approval from the appropriate County Highway Department should be discussed for the proposed roadway onto County KK.

Dave Schmalz, McMahan Associates gave a brief description of the project stating that the concept of this subdivision is to provide different sized housing. Chairman Salm asked if they had done a cost estimate between septic/well and public sewer and stated that he feels putting in septic would be moving backwards. Commissioner Hietpas stated that he likes the plan and thinks they would sell well. Motion (Hietpas/Reed) to forward the plan on to the board for concept review. Motion carried 4-0.

12) Report: Zoning Permits: Planner Mommaerts stated that in June single family permits were tapering off. Last year there were 10-12 this year there are only 4-5.

13) Next Meeting Date: August 22, 2017 at 6:00pm

14) Adjourn: Motion (Hietpas/Reed) to adjourn the meeting at 6:48pm
Motion carried 4-0.

Prepared by: Carie Krause, Deputy Clerk-Treasurer

Dated: July 19, 2017