

PLAN COMMISSION  
MEETING MINUTES – January 23, 2018

- 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: Jim Fochs, Jim Lincoln, Kevin Hietpas, Jim Salm, Buddy Lisowe, Pat Hennessey, and Dennis Reed.

Staff Present: Planner Mark Mommaerts, AICP;

- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Fochs/Lisowe) to approve the minutes of November 21, 2017. Motion carried 7-0.
- 6) Items for Discussion and Possible Action

- a. Final Plat – Kimberly Heights – Dercks DeWitt, LLC: Planner Mommaerts introduced the item stating the developer Dercks DeWitt LLC, have submitted a final plat for Kimberly Heights for a new 74-lot subdivision. This subdivision is located along County N north of Schmidt Road. Streets have been graveled for Hoelzel Way, Touchdown Drive, and Rosella Drive (north of Hoelzel Way). The remaining streets will be constructed this spring. Also in spring, all streets will have an asphalt binder laid down to minimize dust and erosion issues. The binder will remain for several years before paving.

Motion (Lincoln/Hietpas) to approve the final plat with the following conditions:

1. Cost estimates for all the remaining street and utility improvements in Rosella Drive (south of Hoelzel Way), Varsity Drive, Mulholland Lane, and Jones Way need to be submitted for sewer, water, storm, grading, stone base, and terrace restoration, etc.
2. A final grading/drainage plan with benchmarks on all hydrant tag bolts identified shall be submitted.
3. The ends of all sewer, water, and storm laterals shall be marked on each lot with the appropriate staking.

Motion carried 7-0.

- b. Modification to Conditional Use Permit – Kimberly Heights – Swinkles Trucking: Planner Mommaerts introduced the item stating Swinkles Trucking & Excavating (Swinkles) was granted a conditional use permit (CUP) for a resource extraction site for the Kimberly Heights subdivision property. Currently, there is a stockpile of topsoil and fill due to the construction of utilities and roads for the subdivision. Stockpiling is allowable in all areas as part of the construction process.

The Plan Commission recommended denial of the CUP in September 2017. After the Plan Commission meeting, staff had further discussion with the developer of the subdivision regarding the refining process and received additional information. The Village Board was assured that the pulverizing/shredding of topsoil will only occur through the rest of the growing season of the fall of 2017. Come winter, Swinkles will be hauling the remaining topsoil to their facility outside of Harrison. The Village Board believed with some conditions that the pulverizing/shredding may be acceptable at this location and approved the CUP.

The Village Board granted the CUP with the following three conditions:

1. This Conditional Use Permit shall expire on November 20, 2017. All refining (pulverizing, shredding, etc.) shall cease on or before November 20, 2017. Any refining after November 20th will be a violation of the zoning ordinance subject to penalties found therein.
2. No refining (pulverizing, shredding, etc.) shall occur on Saturdays or Sundays. The only activity to occur on Saturdays is for material to be hauled off the site.
3. All remaining material shall be hauled off-site over the winter months. Such activity shall be permitted under the erosion control permit for the Kimberly Heights subdivision.

Swinkles wishes to extend the time period of the conditions to allow for shredding and removal during the months of May through September 2018. The reason for the request is that Swinkles was unable to complete the shredding and removal in 2017 due to wet weather.

The final plat of Kimberly Heights is ready for approval. It is expected that there will be many homes being built this summer within the subdivision.

Motion (Fochs/Hietpas) to approve the modification to the Conditional Use Permit to extend it through September 2018 with the original conditions and one for wind as follows:

1. This Conditional Use Permit shall expire on September 30, 2018. All refining (pulverizing, shredding, etc.) shall cease on or before September 30, 2018. Any refining after September 30th will be a violation of the zoning ordinance subject to penalties found therein.
2. No refining (pulverizing, shredding, etc.) shall occur on Saturdays or Sundays. The only activity to occur on Saturdays is for material to be hauled off the site.
3. No refining (pulverizing, shredding, etc.) shall occur on windy days where dust is likely to affect homes in the area.
4. All remaining material shall be hauled off-site by the end of 2018. Such activity shall be permitted under the erosion control permit for the Kimberly Heights subdivision.

Motion carried 7-0.

- c. Plan Commission Meeting Dates & Times: There was discussion on changing the meeting date or time for the Plan Commission monthly meeting. Motion (Lisowe/Hietpas) to move monthly Plan Commission meeting to the last Tuesday of the month at 6:00pm. With the understanding that the time could change if there are many items. Motion carried 7-0.

7) Items for Discussion

- a. Report: Zoning Permits: Planner Mommaerts stated that there were 57 single family permits for 2017, down from 73 in 2016.

8) Next Meeting Date: February 27<sup>th</sup>, 2018 at 6:00pm.

9) Adjourn: Motion (Lisowe/Lincoln) to adjourn the meeting at 6:25pm  
Motion carried 7-0.

Prepared by: Mark Mommaerts, AICP, Planner

Dated: January 26, 2018