

PLAN COMMISSION
MEETING MINUTES – September 25 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, Buddy Lisowe, Jim Salm, Kevin Hietpas, Pat Hennessey and Dennis Reed (excused at 6:30pm).

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

- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Fochs/Lisowe) to approve the minutes of July 31, 2018. Motion carried 7-0.
- 6) Convene and Enter Public Hearing: Regular meeting was convened and Public Hearing began at 6:02pm.
 - a. Zoning Map Amendment – Care Properties LLC/HUB Inc – Amy Avenue: Planner Mommaerts introduced the item stating that the applicant, Care Properties, is requesting a Zoning Map Amendment (Rezoning) for parcel #33158 in order to construct and operate an assisted living facility. The parcel is approximately 5-acres and is currently zoned Office & Retail Commercial [COR]. The proposed zoning will be Community Commercial [CC], which lists assisted living facilities as an appropriate use. The proposed use will fit the area as there is residential development to the south and a ThedaCare clinic to the west of the parcel. The future land use map as part of the Comprehensive Plan identifies this parcel as commercial, so a change from one commercial zoning district to another is consistent with the Comprehensive Plan. Four residents from the area spoke regarding drainage and traffic concerns, stating that this piece of land has been under water most of the year and that the heavy amount of traffic at KK and State Park Rd is already an issue.
- 7) Close Public Hearing and Reconvene Regular Meeting: Public Hearing was closed and Regular Meeting was reconvened at 6:14pm.
- 8) Items for Discussion and Possible Action

- a. Zoning Map Amendment – Care Properties LLC/HUB Inc – Amy Avenue:
Motion: (Fochs/Lisowe) to approve rezoning Parcel #33158 from Office and Retail Commercial to Community Commercial.
Motion carried 7-0.

- b. Certified Survey Map – Dale Deno – Peters Road: Planner Mommaerts introduced the item stating that the applicant is proposing a 1-lot Certified Survey Map (CSM) for Parcel #40616. The property is currently zoned General Agricultural [AG] and is 40-acres in size. The proposed lot will be created in the southwest corner of the property and will be approximately 2.074-acres, with 436-feet of road frontage along Peters Road. The purpose of the CSM is to create a lot for a future home. The existing home and buildings will remain with the larger agricultural area. The applicant has been in contact with Calumet County regarding a sanitary system.
Motion: (Lincoln/Hietpas) to approve the certified survey map.
Motion carried 7-0.

- c. Final Plat for Kimberly Heights 3 – Dercks DeWitt LLC: Planner Mommaerts introduced the item stating that the developers, Dercks DeWitt LLC, have submitted a final plat for Kimberly Heights 3 for a new 22-lot subdivision. This subdivision is the third phase of Kimberly Heights located along County N north of Schmidt Road. Streets have been graveled for Rosella Drive and Jones Way. In the fall, 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: (Hennessey/Hietpas) to approve the Final Plat for Kimberly Heights 3.
Motion carried 7-0.

9) Items for Discussion

- a. Concept Plan for Hidden Pines Subdivision – Kent Gross: Planner Mommaerts introduced the item stating that this item was first discussed in April 2018. Below [in black] is the information discussed in April, the text in **RED** is the new/updated information.
April 2018... The applicant is interested in purchasing and developing a property at W6387 Manitowoc Road. The property is 10-acres and is currently zoned General Agricultural [AG]. The applicant is interested in developing the southern 6.75-acres. The northern 3.25-acres would remain with the current owner. The property is partially wooded and there is a driangeway through the property, possible wetlands may exist. Public sewer and water would be available to this property from the south. Access to the subject property is from the south via a new road constructed by the Village in 2017. The applicant

developed a concept plan for this property along with a potential road layout for the adjacent properties for future road connections. The applicant also submitted a letter outlining the basics of the subdivision, some provisions do not meet Village requirements. The Plan Commission is asked to provide comments and feedback on a proposed land division and its feasibility.

September 2018... Harrison completed a wetland delineation and concept plan for the adjacent properties connecting the proposed Hidden Pines to the Papermaker Ridge subdivision.

Staff has concerns with the following issues:

1. Wetlands – a wetland delineation should be completed to determine the amount/type of wetlands present on the property. A wetland delineation was completed for the proposed subdivision area by the developer. Harrison completed a wetland delineation for the adjacent properties. Wetlands are indicated on the concept plans.
2. Sewer & Water –public sewer and water is available, extension of sewer and water must be to the edge of the development limits in order for adjacent properties to have access. With the proposed road/lot layout, sewer and water will be extended to the adjacent properties.
3. Access – road layout must be approved by the Village. The length of a dead-end street cannot exceed 1,000-feet. A temporary turn around must be constructed if longer than 1,000-feet. Staff is comfortable will road layout as presented. Harrison asked McMahon Associates to complete a concept plan for the larger area. Temporary turnarounds or cul-de-sacs may be needed as an interim.
4. Stormwater Management – a suitable location for stormwater management must be included in the proposed land division. Possibility of a buy-in to the Lakeview Regional Pond exists. In this scenario, a dry pond would be required to meet peak flow requirements. The Village engineer estimates that the dry pond would have to be approximately ½-acre in size. The optimal location is in the southwest corner of the property, adjacent to the land the Village owns for a future park. Potential to dedicate the dry pond as parkland may exist. Buy-in to the Lakeview Regional Pond will handle the sediment removal stormwater requirements. Harrison will negotiate with the developer regarding peak flow control stormwater requirements for the larger area. The pond proposed by the developer will cover not only Hidden Pines, but the surrounding lands as well. There should be compensation to the developer for this. If the dry pond is not next to the Dogwood Lane park, as proposed by the developer, then the potential to offset parkland requirements should not be considered.

- 5.Rezoning – the property must be rezoned to RS-1 zoning district. Will be required prior to subdivision approval.
- 6.Lot Size – the RS-1 zoning district requires a minimum lot size of 12,000 square feet and minimum lot frontage along a street of 80-feet. The RS-1 zoning district matches that of the surrounding subdivisions.
- 7.Street Pavements – the Village policy for new subdivisions is concrete street pavement. Pavement to occur within 2-3 years of subdivision development. The Village Board voted to confirm the subdivision will have concrete streets.
- 8.Street Lights – street lights may be required at intersections or curves. Harrison currently has no ordinance requiring street lights, however the developer may wish to install them at intersections or curves.
- 9.Sidewalks – the Village requires sidewalks for new subdivisions. The Village Board voted to confirm the subdivision will have sidewalks on both sides of the street.

Motion (Salm/Hietpas) to support the concept plan for Hidden Pines Subdivision.

Motion carried 6-0.

- b. Report: Zoning Permits: Planner Mommaerts stated that there have been 57 single family permits to date with an estimated value over \$1.4 million which is well ahead of last year at this time. He also stated that there are just under 100 vacant lots remaining and if Kimberly Heights 3 goes through we will be at about 120 lots for building.

10) Next Meeting Date: October 30, 2018 at 6:00pm.

11) Adjourn: Motion (Lisowe/Fochs) to adjourn the meeting at 6:38pm

Motion carried 6-0.

Prepared by: Carie Krause Deputy Clerk - Treasurer

Dated: September 26, 2018