

PLAN COMMISSION  
MEETING MINUTES – April 30, 2019

- 1) Call to Order: The meeting was called to order in the Harrison Municipal Building by Chairman Hietpas at 5:58pm.
- 2) Pledge of Allegiance: The Pledge was recited.
- 3) Roll Call: Members present were: Jim Fochs, Jim Lincoln, Buddy Lisowe, Kevin Hietpas and Pat Hennessey. Dennis Reed was excused. One vacant position.

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

- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Fochs/Lisowe) to approve the minutes of March 26<sup>th</sup> 2019. Motion carried 5-0.
- 6) Convene Meeting and Enter Public Hearing at 6pm.
  - a) Zoning Map Amendment – Ken Mader – S. Coop Road: Village Planner  
Mommaerts introduced the item stating that the applicant is proposing to rezone a portion of their property along S. Coop Road from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1]. The purpose of the rezone is to create 3-lots for single family development utilizing the smaller lot sizes and setback requirements in the RS-1 zoning district. Dave Schmalz of McMahan was in attendance representing the applicant, Ken Mader. Jon and Barb Baker W6086 Ryford St. spoke against the Zoning Map Amendment. The Bakers live in Lot 2 which borders the south end of the lot against the tree line. They have been maintaining 15 feet of Mr. Mader’s land and have expressed interest in purchasing it but have not had a response from him. Mr. Baker also voiced some concerns about drainage in the area. Planner Mommaerts read an email from Bud Rusch who stated that he is in favor of the rezoning.
- 7) Close Public Hearing and Reconvene Regular Meeting at 6:06pm.
- 8) Items for Discussion and Possible Action
  - a) Zoning Map Amendment – Ken Mader – S. Coop Road  
Motion (Fochs/Lisowe) to approve the Zoning Map Amendment from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] for the property identified in the public hearing notice.  
Motion carried 5-0.

- b) Certified Survey Map – Ken Mader – S. Coop Road: Planner Mommaerts stated that the applicant is proposing a 4-lot Certified Survey Map (CSM) for the property at N8838 S. Coop Road. Lot 1 will contain the existing house and garages and will be approximately 6-acres in size with 160-feet of road frontage. Lot 1 is proposed to remain zoned AG. Lots 2-4 are new single-family home sites. These lots are proposed to be rezoned to RS-1. Public sewer and water is available along S. Coop Road. Dave Schmalz of McMahon provided and reviewed the drainage plan.  
Motion (Lisowe/Fochs) to approve the Certified Survey Map with the condition that the grading/drainage plan be reviewed and approved by the Village for Lots 2-4.  
Motion carried 5-0.
- c) Certified Survey Map – Don Mielke – State Park Road: Planner Mommaerts introduced the item stating that the property owner owns an agricultural parcel (Tax ID 43768) and plans to subdivide a portion of the property fronting State Park Road into a single-family lot. Lots can be created by Certified Survey Map (CSM), but are limited to four lots every five years. The proposed CSM for Tax ID 43768 will be the fourth lot created within the past five years. The property owner is proposing a 1-lot Certified Survey Map (CSM) for the property located along State Park Road. The property is zoned General Agricultural (AG). The purpose of the CSM is to create a single-family home site for a house that will be moved onto the site. The AG zoning district currently allows single-family homes as a permitted use. The property owner is working with the Calumet County Planning & Zoning Dept. regarding the private sanitary systems. Access will come from State Park Road via culvert and private driveway.  
Motion (Lisowe/Hennessey) to approve the Certified Survey Map for Don Mielke on State Park Road.  
Motion carried 5-0.
- d) Final Plat for Creekside Estates – Woodland Road: Planner Mommaerts introduced the item stating that the Developer for Creekside Estates has submitted the final plat for the subdivision. It is a 40-lot subdivision located on the south side of Woodland Road along Kasten Road and east of S. Coop Road. The subdivision will have lot sizes between 13,000 and 34,000 square feet. A street connection to Woodland Road is proposed as well as future connections to the east and south. In the southwest corner a cul-de-sac from a future roadway off of Ryford Street is planned. Two cul-de-sacs are proposed due to the environmental conditions of existing wetlands and navigable streams. Several stormwater management ponds are proposed based on the topography of the

site. Sewer and water must be extended from the Kambura Acres subdivision and Lift Station #6. Sewer and water is proposed to extend along future Ryford Street and connect to this subdivision at Noe Road. Staff recommends approval of the Final Plat of Creekside Estates with the following conditions:

1. Outlot 1 to have a 30-foot Access & Storm Sewer Easement.
2. Lot line between Lot 30/Outlot 2 to be moved west 15-feet to provide access to the stormwater pond on Outlot 2.
3. Final Street & Utility Plans and Grading/Drainage Plans that meet all the comments from the Village and Village engineer shall be submitted, reviewed, and approved prior to the Village signing the final plat.
4. A temporary turnaround shall be constructed on the eastern stub of Delta Drive. A temporary easement on Lot 15 and Outlot 3 shall be recorded. The eastern stub of Edgewood Drive shall connect to Kasten Road.
5. All streets to be concrete with 5-foot wide concrete sidewalks on both sides. Street construction to be in accordance with the Harrison Specifications Manual. The exception may be the cul-de-sac in the southwest corner, this street shall match that of the future street to the south.
6. High-back, integral concrete curb shall be utilized rather than the mountable curb.
7. Final street plan set to include sidewalks and curb ramps. Location of curb ramps to be approved by the Village.
8. The Utility Easement shall name the Village of Harrison and Harrison Utilities as a grantee for water, sanitary, and storm sewer utility purposes. All water, sanitary, and storm sewer laterals are to be stubbed into all lots a minimum of 6-feet.
9. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of Zach Street prior to issuance of building permits and zoning permits.
10. All lots shall have a storm sewer lateral provided for sump pump discharge.
11. All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to issuance of building permits and zoning permits.
12. All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.
13. The Village Board shall accept the roadway in a "graveled state" prior to issuance of building permits and zoning permits.

14. A street light shall be installed at the intersection of Noe Road and Woodland Road. Any proposed street lights shall be installed and upfront costs to be paid by the Developer. The Village will assume long-term maintenance.
15. An assessment waiver shall be signed and approved by the Village Board prior to the Village signing the final plat, if there will be any assessments by Village. A note, listing the improvements to be assessed, shall be added to the final plat indicating that the Village of Harrison will assess all lots equally.
16. All improvements, including but not limited to, curb & gutter, concrete paving, sidewalks, shall be installed prior the Village signing the final plat, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.

Motion (Fochs/Lincoln) to approve the final plat for Creekside Estates as proposed with all of the conditions listed including an addition (#17) for the completion of a flood study.

Motion carried 5-0.

9) Items for Discussion

- a) Report: Zoning Permits: Planner Mommaerts stated that the Single Family permits for March is 2 bringing the year to date to 10.

10) Next Meeting Date: Tentatively May 28, 2019 at 6:00pm.

11) Adjourn: Motion (Lisowe/Lincoln) to adjourn the meeting at 6:29pm  
Motion carried 5-0.

Prepared by: Carie Krause, Deputy Clerk - Treasurer

Dated: May 2, 2019