

PLAN COMMISSION

MEETING MINUTES – JULY 28, 2020

- 1) The meeting was called to order in the Harrison Municipal Building by Chairman Hietpas at 6pm. The Pledge of Allegiance was recited.
- 2) Roll Call: Members present: Kevin Hietpas, Darlene Bartlein, Pat Hennessey, Dennis Reed, Kent Gross and Mark Van Hefty. Excused: Jim Lincoln.

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

- 3) Public Participation: None.
- 4) Motion (Bartlein/Reed) to approve the minutes of June 30, 2020
Motion carried 6-0.
- 5) Enter Public Hearing for Zoning Text Amendment – Fences in Easements at 6:02pm. Planner Mommaerts introduced the item stating that the Village Board asked the Plan Commission to recommend an ordinance amendment to allow fences with storm sewer easements or drainage easements with underground infrastructure. At the last Village Board meeting, a couple of property owners requested to place a fence within a storm sewer easement. Current ordinance provisions do not allow for fences in easements where storm sewer or other infrastructure are located. Staff feels that the Village Board is the appropriate entity to authorize fence since any future work in the area may incur costs for the property owner or Village to remove the fence in order to access the easement. If the Village incurs costs, those costs would be billed back to the property under the Drainage Easement Agreement. The below language in underline italics is proposed.
Sec. 117-54. - Accessory uses, buildings and structures.
(5) Accessory buildings or structures shall not be located within any recorded easement (utility, drainage, or other) without written consent of the entity controlling the easement. The Zoning Administrator may authorize fences provided all the following are met:
The fence does not restrict stormwater runoff flow, as determined by the Zoning Administrator.
The fence is not located within a storm sewer easement or drainage easement with storm sewer pipe, inlets, or other infrastructure improvements.
The Village Board may authorize the placement of a fence in a storm sewer easement or drainage easement with underground infrastructure on a case by case basis.
The property owner signs a “Permission to Occupy Drainage Easement Agreement” document.
No public comments were made.
- 6) Close Public Hearing at 6:20pm.
- 7) Items for Discussion and Possible Action

- a. Zoning Text Amendment – Fences in Easements: Planner Mommaerts responded to questions and comments from the Commission.

Motion (Hennessey/Gross) to update Sec. 117-54 as follows:

Sec. 117-54. - Accessory uses, buildings and structures.

- (5) Accessory buildings or structures shall not be located within any recorded easement (utility, drainage, or other) without written consent of the entity controlling the easement. The Zoning Administrator may authorize fences provided all the following are met:

- a. The fence does not restrict stormwater runoff flow, as determined by the Zoning Administrator.
- b. The fence is not located within a storm sewer easement or drainage easement with storm sewer pipe, inlets, or other infrastructure improvements.
 - i. The Zoning Administrator, with input from the Public Works Department, may authorize the placement of a fence in a storm sewer easement or drainage easement with underground infrastructure provided:
 - i. Village staff verify fence and storm sewer or underground infrastructure placement.
 - ii. The fence be a minimum of 5-feet from the storm sewer or underground infrastructure.
 - iii. A fee for review be submitted.
- c. The property owner signs a “Permission to Occupy Drainage Easement Agreement” document.

Motion carried 6-0.

8) Items for Discussion

- a. Zoning Text Amendments: Planner Mommaerts introduced the item stating that Staff wishes to have a discussion to finalize the proposed Zoning Ordinance text amendments prior to starting the formal adoption process. Consensus for Item #1 (page 21) was to leave the text as is, Item #2 (page 43) was that it looked good, Item #3 (page 118) no comments or changes, Item #4 (page 120) was to leave it as is and address it in the future as needed.
- b. Report: Zoning Permits: Planner Mommaerts stated that June was a busy month with 55 zoning permits issued, 13 of them single family. Current YTD value is estimated at 17 million, almost 3 million over this time last year.

9) Next Meeting Date: Tentatively August 25, 2020 at 6:00pm

10) Adjourn: Motion (Reed/Bartlein) to adjourn at 6:48pm

Motion carried 6-0.

Prepared by: Carie Krause, Deputy Clerk-Treasurer

Dated: July 29, 2020