

**VILLAGE OF HARRISON  
PLAN COMMISSION MEETING MINUTES  
JANUARY 19, 2021**

1. The meeting was called to order in the Harrison Municipal Building by Chairman Hietpas at 5:30pm.
2. The Pledge of Allegiance was recited.
3. Roll Call: Members present: Dennis Reed, Jim Lincoln, Pat Hennessey, Kevin Hietpas, Darlene Bartlein, and Kent Gross. Mark Van Hefty was excused.

Staff Present: Mark Mommaerts, Planner.

4. Public Participation: None.
5. Motion (Hennessey/Bartlein) to approve the minutes of December 22, 2020. Motion carried 6-0.
6. Enter Public Hearing at 5:33pm
  - a. Comprehensive Plan Amendment – Lexington Homes (Novella) – Midway Road
  - b. Zoning Map Amendment – Lexington Homes (Novella & Jewel Box Estates) – Midway Road
  - c. Conditional Use Permit – Lexington Homes (Novella) – Midway Road
  - d. Land Division Variance – Lexington Homes (Jewel Box Estates) – Midway RoadPlanner Mommaerts introduced all four items together since they relate to the same project stating the applicant is proposing a mix of single-family and multi-family residential development on property located along Midway Road, Tax IDs 43292 & 43290. The development consists of single-family lots and twenty-one (21) 8-unit buildings with attached garages and outside parking area along with a clubhouse for the MF development. The development also includes a stormwater management pond and proposed berming/screening along Lake Park Road and Midway Road. Total development proposed will be 64 single-family lots and 168 multi-family units. The SF lots are proposed adjacent to the existing SF lots to the west and are also located on the north side of the proposed MF development.

The MF development is proposed to have access only from Lake Park Road. The eastern half of Lake Park Road was recently detached from the City of Appleton and attached to the Village of Harrison. The proposed access driveway aligns with the driveway on the east side of Lake Park Road. The SF development will extend Solitude Lane to Lake Park Road. It will also create a new street, Gemstone Drive, and connector streets to the north for future development.

The applicant is proposing to amend the future land use map in the Comprehensive Plan to change some of the single-family areas to allow for multiple-family residential. Currently, the future land use map identifies this area as Single-Family Residential. There are single-family uses on the west and multiple-family uses on the north and east sides of the property. South of the proposed development is a mixed single-family and multiple-family development by the same developer. The petition maintains single-family use on the western boundary of the property.

The applicant is proposing to rezone from General Agricultural [AG] to Single-Family Residential (Traditional) [RS-2] and Multiple-Family Residential [RM] the area for the development.

The zoning ordinance requires a Conditional Use Permit for any multiple-family development greater than 3-buildings or greater than 24-units. The applicant is proposing a 21-building development with 168-units total. Landscaping and buffering should be provided along the single-family residential uses and Midway Road.

The proposed development includes a 64-lot subdivision called Jewel Box Estates. As part of the subdivision, the developer is proposing a cul-de-sac called Gemstone Drive. The Land Division ordinance states that where such conditions exist where there is a cul-de-sac or dead end street, such length of the cul-de-sac shall not exceed 1,000-feet from centerline of intersecting street to the center of the turnaround. In the case of the proposed Jewel Box Estates subdivision, a cul-de-sac is required because street connection access to Midway Road/County Road AP will not be granted by Calumet County. Due to the location of the intersecting street, Solitude Lane, the length of the proposed cul-de-sac will be 1,150-feet. If the cul-de-sac were to remain at 1,000-feet in length, it would result in the loss of 4-6 residential lots and create unnecessary lot depth at the end of the cul-de-sac.

Francis Renn Malcheski spoke in favor of all the items stating that the land was part of the family farm and her father wanted the land to stay in Harrison. She also stated that the family has been working with Lexington Homes for years and is pleased they the developer cares about the appears of the project.

Michael Malcheski spoke in favor of all the items stating that Lexington Homes does good work.

Matthew Renn spoke in favor of all the items stating that Lexington Homes does good work and cares about the neighbors.

Jeff Marlow, Lexington Homes, spoke in favor of all the items stating that this development is a different building design than the previous developments. These buildings are similar to condo type developments were each unit has its own 2-car garage, A/C & heating, and utilities. The buildings will be 8-unit buildings with upper and

lower units. Upper units will be 2 bedroom plus den and 2 bath at approximately 1,800 sq ft and rent for \$1,450-\$1,500 per month. Lower units will be 2 bedroom and 2 bath at approximately 1,300 sq ft. They will buffer the MF with SF next to the existing SF. Lots of trees and a berm are proposed along Midway Road. The SF homes will start at \$300,000.

No one spoke in opposition.

7. Close Public Hearing at 5:55pm.
8. Items for Discussion and Possible Action
  - a. PC Resolution 2021-01 Comprehensive Plan Amendment – Lexington Homes (Novella) – Midway Road. Planner Mommaerts introduced the item stating the applicant is proposing to amend the future land use map in the Comprehensive Plan to change some of the single-family areas to allow for multiple-family residential. Currently, the future land use map identifies this area as Single-Family Residential. There are single-family uses on the west and multiple-family uses on the north and east sides of the property. South of the proposed development is a mixed single-family and multiple-family development by the same developer. The petition maintains single-family use on the western boundary of the property.

Discussion: Commissioner Reed expressed concern about access issues and asked why more access points are not included. Planner Mommaerts responded that Midway Road is under County jurisdiction and that Calumet County was not going to issue an access permit to the north side of Midway Road. Commissioner Hennessey asked if there were any issues with only having 1 access. Mr. Marlow explained that they have many developments with only 1 access point. Jared Schmidt, Robert E Lee Associates, explained that the typical demographics of the residents space out traffic trips so that there typically is not a back up at the access point. Planner Mommaerts explained that the Fire Department did not raise access issues with the similar development to the south of Midway Road that only has 1 access.

Motion (Lincoln/Hennessey) to approve Resolution PC2021-01.  
Motion carried 6-0.
  - b. Zoning Map Amendment – Lexington Homes (Novella & Jewel Box Estates) – Midway Road. Planner Mommaerts introduced the item stating the applicant is proposing to rezone from General Agricultural [AG] to Single-Family Residential (Traditional) [RS-2] and Multiple-Family Residential [RM] the area for the development.

Discussion: Commissioner Gross expressed concern about the RS-2 zoning lots being too small. Mr. Marlow responded that the lots will be 65-feet wide, but there will be different types of homes with different price points. The homes will have 2 stall garages and the largest home width will be 49-feet which means there is 8-feet on each side and more since some of the homes will be less than 49-feet.

Motion (Hennessey/Lincoln) to approve the rezoning from AG to RS-2 & RM.  
Motion failed 3-3 (Reed/Bartlein/Gross opposed).

After the motion, Commissioner Gross clarified that his opposition was to the RS-2 zoning and not the RM zoning.

- c. Conditional Use Permit – Lexington Homes (Novella) – Midway Road. Planner Mommaerts introduced the item stating the zoning ordinance requires a Conditional Use Permit for any multiple-family development greater than 3-buildings or greater than 24-units. The applicant is proposing a 21-building development with 168-units total. Landscaping and buffering should be provided along the single-family residential uses and Midway Road.

Motion (Lincoln/Hennessey) to approve the Conditional Use Permit with the following conditions:

1. The applicant works with Harrison Utilities and the City of Appleton utilities on sanitary sewer and water main connections and stormwater management.
2. Berms and landscape areas be provided along the south and east side of the development. The berm should be approximately 5-feet in height with evergreen and other plantings that are 4-5-feet in height at the time of planting. Care should be taken to design the berm and plantings to shield vehicle headlights shining into adjacent properties.
3. The stormwater management plan approval shall be in accordance with the Intergovernmental Cooperative Agreement between Appleton and Harrison.
4. All exterior building materials shall adhere to the Village Zoning requirements unless a special exception is granted by the Plan Commission.
5. All exterior parking area lighting shall be direct cut-off fixtures to reduce/eliminate any glare.
6. All provisions of the zoning ordinance and all other Village ordinances shall be met.
7. Any comments or revisions from Village staff during the site plan review process shall be incorporated as conditions of approval.
8. All necessary permits shall be obtained prior to construction.

Motion carried 6-0.

- d. Design Standard Waiver – Lexington Homes (Novella) – Midway Road. Planner Mommaerts introduced the item stating The Developer of Novella is requesting a waiver from the design standards found in the Multiple-Family Residential (RM) zoning district. The applicant is proposing to deviate from the required amount of materials facing a public street. The reason for the request is that the site will be surrounded by berms and plantings and the buildings will have reduced visual impact from the street. The applicant is proposing to use premium shake siding on the upper portions of the buildings. It is unclear if the proposed shake siding is cement board or vinyl. If it is cement board, then the design standards waiver is not needed. If it is vinyl siding, then the waiver would be needed.

Discussion: Mr. Marlow presented visuals of the proposed exteriors of the buildings with the vinyl shake siding.

Motion (Hennessey/Reed) to approve the design standards waiver with the vinyl shake siding.

Motion carried 6-0.

- e. Land Division Variance – Lexington Homes (Jewel Box Estates) – Midway Road. Planner Mommaerts introduced the item stating The proposed development includes a 64-lot subdivision called Jewel Box Estates. As part of the subdivision, the developer is proposing a cul-de-sac called Gemstone Drive. The Land Division ordinance states that were such conditions exist where there is a cul-de-sac or dead end street, such length of the cul-de-sac shall not exceed 1,000-feet from centerline of intersecting street to the center of the turnaround. In the case of the proposed Jewel Box Estates subdivision, a cul-de-sac is required because street connection access to Midway Road/County Road AP will not be granted by Calumet County. Due to the location of the intersecting street, Solitude Lane, the length of the proposed cul-de-sac will be 1,150-feet. If the cul-de-sac were to remain at 1,000-feet in length, it would result in the loss of 4-6 residential lots and create unnecessary lot depth at the end of the cul-de-sac. Motion (Lincoln/Gross) to approve the cul-de-sac length variance request. Motion carried 5-0-1. (Reed abstain)

9. Items for Discussion

- a. Roles and Responsibilities of the Plan Commission – Planner Mommaerts stated because of time he was unable to go through the roles and responsibilities at the meeting. He offered to discuss any questions or concerns with individual members or bring the topic back at the next meeting. Consensus was to bring the topic back at the next meeting.
- b. Report: Zoning Permits - Planner Mommaerts stated that the YTD estimated value was approximately \$63 million and there were 83 SF permits for 2020.

10. Next Meeting Date: Tentatively February 23, 2021 at 5:00pm.

11. Adjourn:

- Motion (Bartlein/Hennessey) to adjourn at 6:45 pm.
- Motion carried 6-0.

Prepared by: Mark Mommaerts, Planner

Dated: January 20, 2021