
PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

CSM – Zahringer

Issue:

Should the Plan Commission recommend approval of the Certified Survey Map?

Background and Additional Information:

The property owner is proposing a 2-lot Certified Survey Map (CSM) for the property located at N7247 Hwy 55. The property is zoned General Agricultural [AG]. The purpose of the CSM is to separate the farmhouse and farm buildings from the agricultural lands. Lot 1 is proposed to be 2.984-acres and will contain the existing home and farm buildings. Lot 2 is proposed to be 36.287-acres and will be agricultural land.

The AG zoning district requires a minimum of 3-acres in order to have livestock on the property. Staff would suggest the owner consider amending the lot lines so that Lot 1 is a minimum of 3-acres. This will give the proposed lot more flexibility in the future.

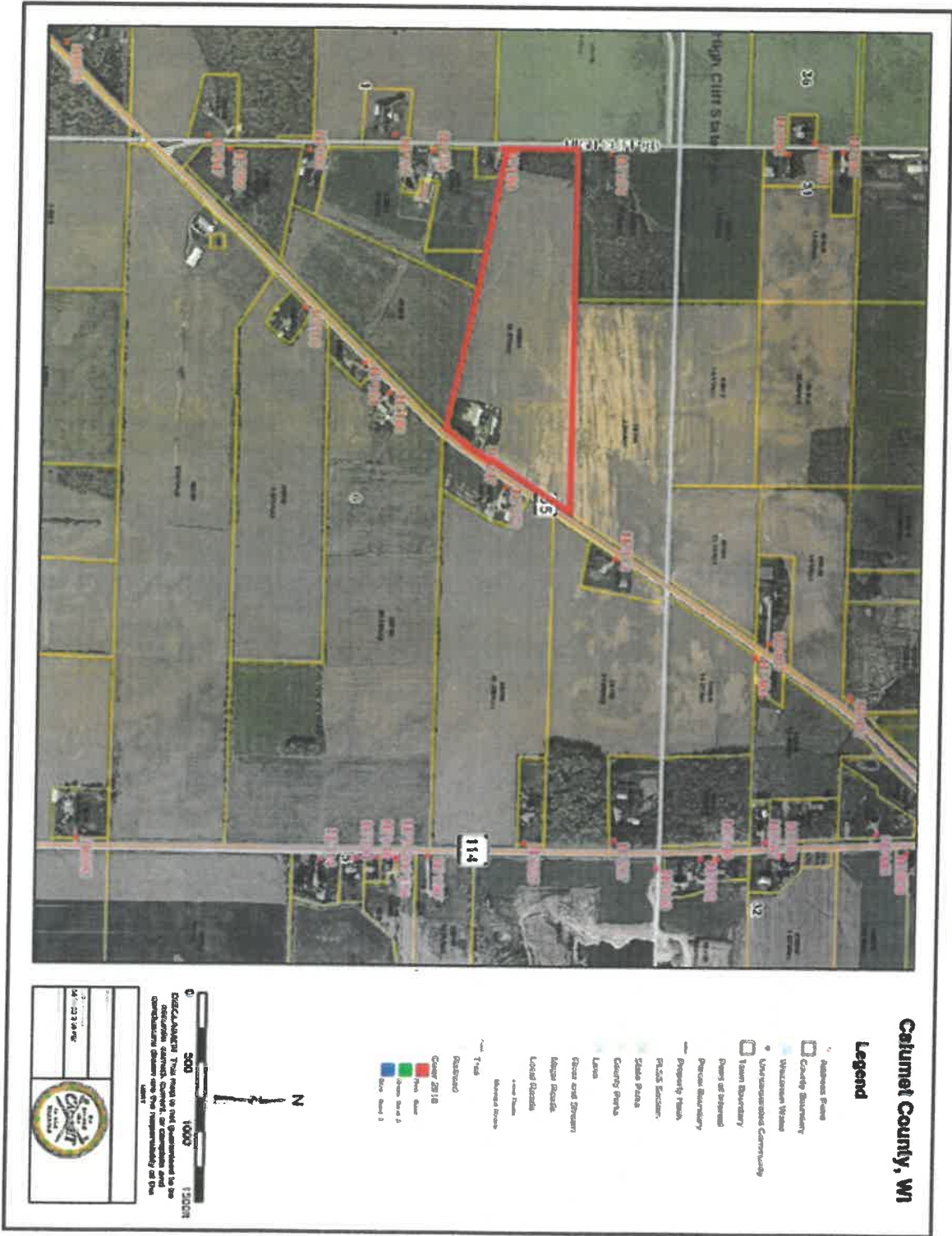
Recommended Action:

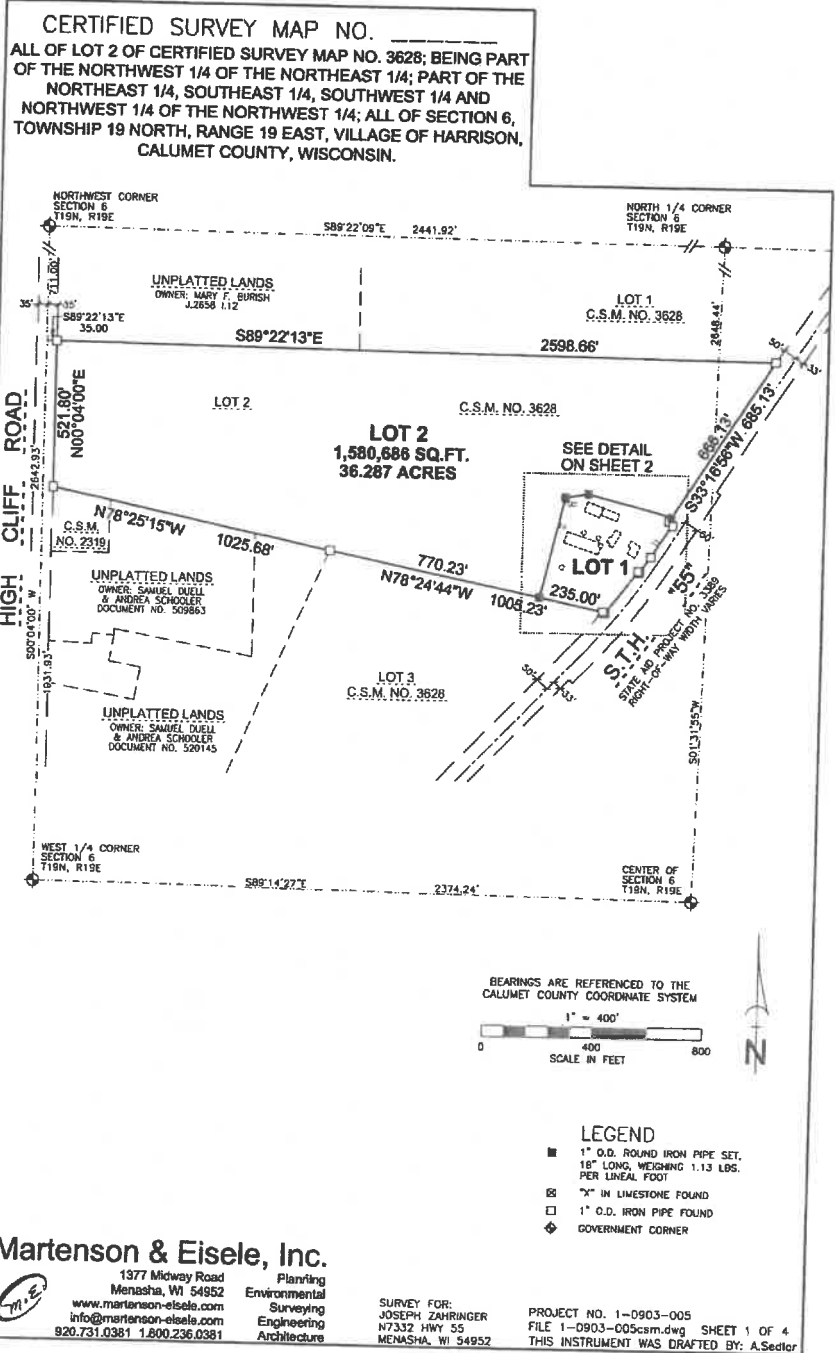
Staff recommends approval of the Certified Survey Map (CSM), either as submitted or as revised to make Lot 1 a minimum of 3.0-acres.

Attachments:

- Aerial Map
- CSM

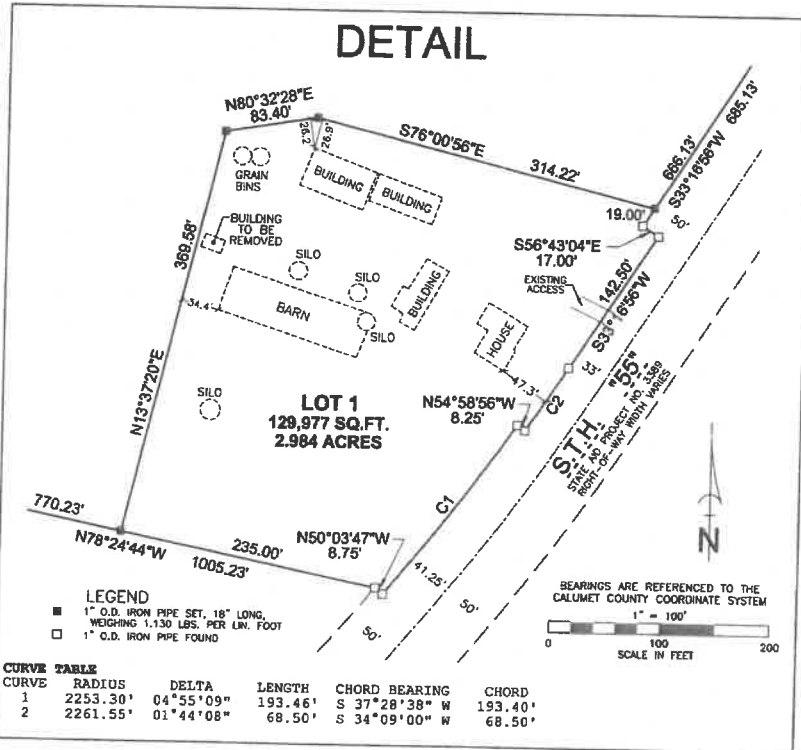
Aerial Map





CERTIFIED SURVEY MAP NO. _____
 ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3628; BEING PART OF THE NORTHWEST 1/4 OF THE
 NORTHEAST 1/4; PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND
 NORTHWEST 1/4 OF THE NORTHWEST 1/4; ALL OF SECTION 6, TOWNSHIP 19 NORTH, RANGE 19 EAST,
 VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

DETAIL



THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING
 RECORDED INSTRUMENTS
 OWNER OF RECORD: JOSEPH AND DAWN ZAHNINGER
 RECORDING INFORMATION: DOCUMENT NO. 549209
 PARCEL NUMBER: 131-0000-0000000-000-0-191906-00-240A
 TAX PARCEL ID NUMBER: 38804

CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3628; BEING PART OF THE NORTHWEST 1/4 OF THE
NORTHEAST 1/4; PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND
NORTHWEST 1/4 OF THE NORTHWEST 1/4; ALL OF SECTION 6, TOWNSHIP 19 NORTH, RANGE 19 EAST,
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, GARY A. ZHRINGER, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY:
THAT I HAVE SURVEYED, MAPPED AND DIVIDED AT THE DIRECTION OF JOSEPH ZHRINGER, ALL OF LOT 2 OF
CERTIFIED SURVEY MAP NO. 3628, RECORDED IN VOLUME 32 OF CERTIFIED SURVEY MAPS ON PAGE 132, AS
DOCUMENT NO. 520414; BEING PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4; PART OF THE
NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHWEST 1/4; ALL OF
SECTION 6, TOWNSHIP 19 NORTH, RANGE 19 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.
CONTAINING 1,710,663 SQ.FT. (39.271 ACRES). SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF
RECORD.

THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES AND WITH THE
VILLAGE OF HARRISON AND CALUMET COUNTY SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING, AND
MAPPING THE SAME.

THAT THIS MAP IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND
SURVEYED AND THE DIVISION THEREOF.

GIVEN UNDER MY HAND THIS 17TH DAY OF MARCH, 2022.

GARY A. ZHRINGER,
PROFESSIONAL WI LAND SURVEYOR S-2098

CERTIFICATE OF THE VILLAGE OF HARRISON:

BE IT RESOLVED THAT THIS CERTIFIED SURVEY MAP, IN THE VILLAGE OF HARRISON HAS BEEN APPROVED
AND ACCEPTED AS SURVEYED, MAPPED AND DIVIDED BY THE OWNERS SHOWN HEREON,

THIS _____ DAY OF _____, 2022.

VILLAGE PRESIDENT

VILLAGE CLERK

TREASURER'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE
LANDS INCLUDED IN THIS CERTIFIED SURVEY MAP.

VILLAGE TREASURER

DATE

COUNTY TREASURER

DATE

CERTIFIED SURVEY MAP NO. _____
ALL OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3628; BEING PART OF THE NORTHWEST 1/4 OF THE
NORTHEAST 1/4; PART OF THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND
NORTHWEST 1/4 OF THE NORTHWEST 1/4; ALL OF SECTION 6, TOWNSHIP 19 NORTH, RANGE 19 EAST,
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN.

OWNERS CERTIFICATE:
AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND ABOVE DESCRIBED TO BE SURVEYED, DIVIDED
AND MAPPED AS SHOWN AND REPRESENTED ON THIS MAP.

I ALSO FURTHER CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S.236.10 OR S.236.12 TO
BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF HARRISON

DATED THIS _____ DAY OF _____, 2022

JOSEPH ZHRINGER

DAWN ZHRINGER

STATE OF WISCONSIN)
) SS
CALUMET COUNTY)

PERSONALLY CAME BEFORE ME ON THE _____ DAY OF
_____, 2022, THE ABOVE OWNERS
TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE
FOREGOING INSTRUMENT AND ACKNOWLEDGE THE SAME.

NOTARY PUBLIC, STATE OF WISCONSIN
MY COMMISSION (IS PERMANENT)
(EXPIRES: _____)

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

Zoning Map Amendment (Rezoning) – Mielke

Issue:

Should the Plan Commission recommend approval of a zoning map amendment (rezoning) to the Village Board?

Background and Additional Information:

The applicant is proposing to rezone property located along Mielke Road, Location IDs 43796 & 43768, from General Agricultural [AG] to Rural Residential [RR]. The purpose of the rezoning is to create lots for single-family home sites. The Comprehensive Plan and Future Land Use Map identifies these properties as ‘Single Family Residential (Unsewered)’. The proposed rezoning is consistent with the Comprehensive Plan. Many of the surrounding properties in this area are zoned Rural Residential.

Findings of Fact:

- Staff finds that the Rezoning request complies with the Future Land Use Map as part of the Comprehensive Plan of the Village of Harrison.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

Recommended Action:

Staff recommends approval of the Zoning Map Amendments from General Agricultural [AG] to Rural Residential [RR] as submitted.

Attachments:

- Aerial Map
- Zoning Map

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

CSM – Mielke (Tax ID 43768)

Issue:

Should the Plan Commission recommend approval of the Certified Survey Map?

Background and Additional Information:

The property owner owns two agricultural parcels (Tax ID 43796 & 43768) and plans to subdivide the property fronting Mielke Road into single-family lots. There is a future road proposed to access the remaining agricultural lands behind the lots. 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 Mielke Road. The property is zoned Rural Residential [RR]. The purpose of the CSM is to create a single-family home site. The proposed lot is 1.205-acres in area with 150-feet of road frontage. The RR 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 Mielke Road via culvert and private driveway to the lot.

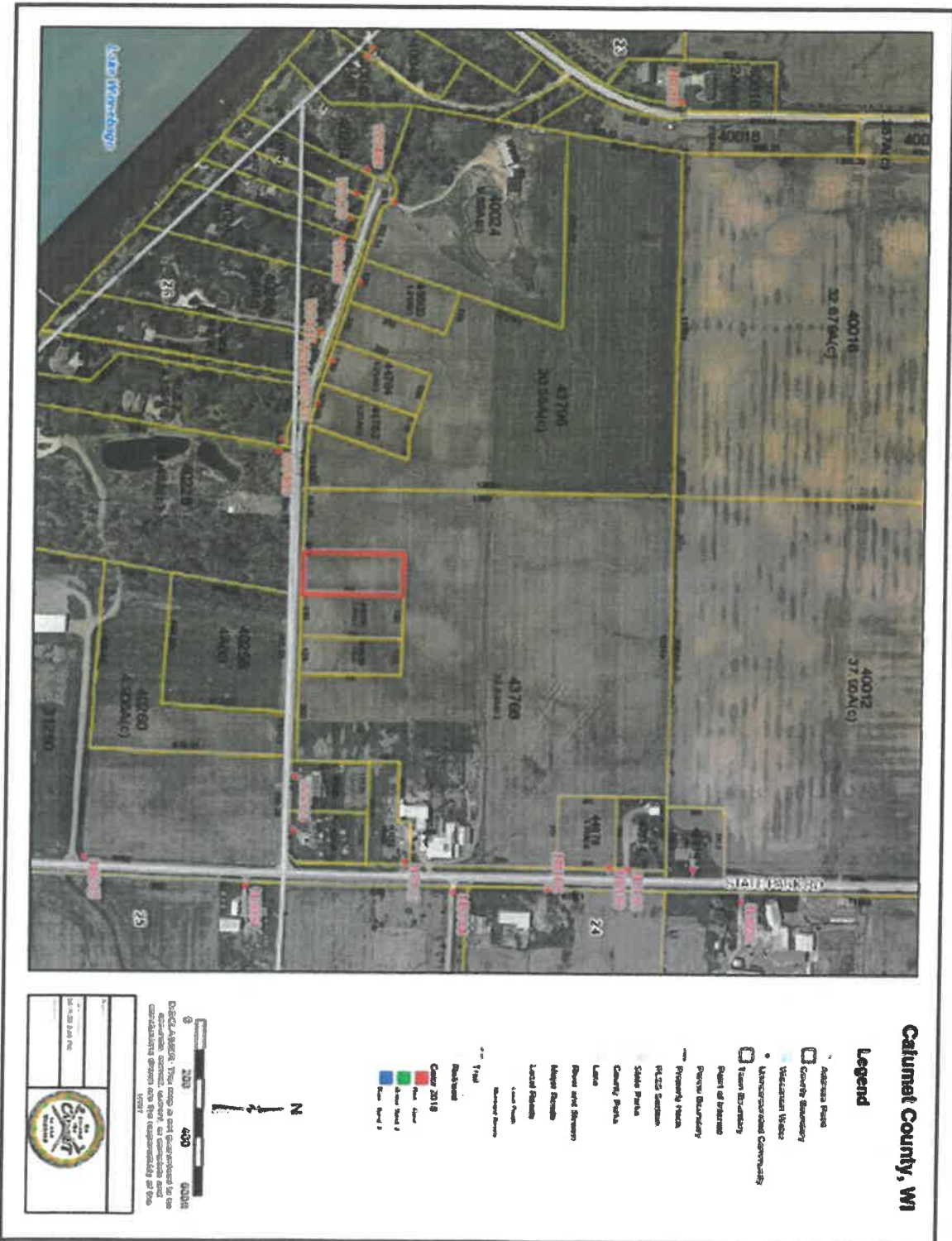
Recommended Action:

Staff recommends approval of the Certified Survey Map (CSM).

Attachments:

- Aerial Map
- CSM

Aerial Map



PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 23,
TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY,
WISCONSIN.

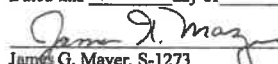
SURVEYOR'S CERTIFICATE

I, James G. Mayer, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped under the direction of Donald R. Mielke, part of the Southeast Quarter of the Southeast Quarter of Section 23, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin containing 52,500 square feet or 1.205 acres of land and described as follows.

Commencing at the Southeast Corner of said Section 23, thence North 89°24'09" West a distance of 958.59 feet along the south line of the southeast quarter to the southwest corner of Certified Survey Map No. 3752 and the point of beginning; thence continuing North 89°24'09" West a distance of 150.00 feet; thence North 00°49'35" East a distance of 391.99 feet; thence South 88°51'55" East a distance of 150.00 feet to the northwest corner of Certified Survey Map No. 3752; thence South 00°49'35" West a distance of 391.99 feet to the point of beginning. Subject to all easements and restrictions of record. Liability hereunder is expressly limited to the cost of this survey.

That such map is a correct representation of all exterior boundaries of the land surveyed and the land division made thereof. That I have complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Harrison in surveying, dividing and mapping such lands.

Dated this 12th day of March, 2022.


James G. Mayer, S-1273
Wis. Professional Land Surveyor



OWNER'S CERTIFICATE

As owner(s), I (we) hereby certify that I (we) caused the land described on this plat to be surveyed, divided mapped and dedicated as represented on the plat. I (we) also certify that this plat is required by s. 236.10 or s. 236.12 to be submitted to the following for approval or objection: Village of Harrison.

Dated this _____ day of _____, 2022

Donald R. Mielke, Owner

State of Wisconsin)
Calumet County)ss

Personally came before me on the _____ day of _____, 2022, the above named owners to me known to be the person who executed the foregoing instrument and acknowledged the same.

My Commission Expires: _____

Notary Public, Calumet County, Wisconsin

PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 23,
TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY,
WISCONSIN.

VILLAGE BOARD CERTIFICATE

Resolved that the above certified survey map in the Village of Harrison was approved by the Village Board on
this _____ day of _____, 2022.

Village President

Village Clerk

VILLAGE TREASURER'S CERTIFICATE

I being the duly elected qualified and acting village treasurer of the Village of Harrison, do hereby certify that in
accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of
_____, 2022 on any of the lands included in this Certified Survey Map.

Village Treasurer

Date

COUNTY TREASURER'S CERTIFICATE

I being the duly elected qualified and acting treasurer of the County of Calumet, do hereby certify the records in
my office show unredeemed tax sales and no unpaid taxes or special assessments as of
_____, 2022 affecting the lands included in this Certified Survey Map.

County Treasurer

Date

Notes:

This CSM is part of tax parcel no. 43768. This CSM is contained wholly within the property described in the
following recorded instrument: Doc. No. 356788. The property owner of record is Donald R. Mielke, W5484
Mielke Road, Menasha WI 54952.



James P. Meyer
March 12, 2022

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

Zoning Map Amendment (Rezoning) – Macrander

Issue:

Should the Plan Commission recommend approval of a zoning map amendment (rezoning) to the Village Board?

Background and Additional Information:

The applicant is proposing to rezone property located along Firelane 12, Location ID 40040, from General Agricultural [AG] to Rural Residential [RR]. The purpose of the rezoning is to create lots for single-family home sites. The Comprehensive Plan and Future Land Use Map identifies these properties as ‘Single Family Residential (Unsewered)’. The proposed rezoning is consistent with the Comprehensive Plan. Many of the surrounding properties in this area are zoned Rural Residential.

Findings of Fact:

- Staff finds that the Rezoning request complies with the Future Land Use Map as part of the Comprehensive Plan of the Village of Harrison.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

Recommended Action:

Staff recommends approval of the Zoning Map Amendments from General Agricultural [AG] to Rural Residential [RR] as submitted.

Attachments:

- Aerial Map
- Zoning Map

Catatum County, WI

Legend

- Address Point
- County Boundary
- Precinct Border
- Consolidated Community
- Town Boundary
- Point of Interest
- Precinct Boundary
- Property From
- Field Section
- State Parks
- County Parks
- Lake
- River and Streams
- Major Roads
- Local Roads
- 1-mi Buffer
- 500-foot Buffer
- Railroad
- City 2011
- New Area 1
- New Area 2
- New Area 3

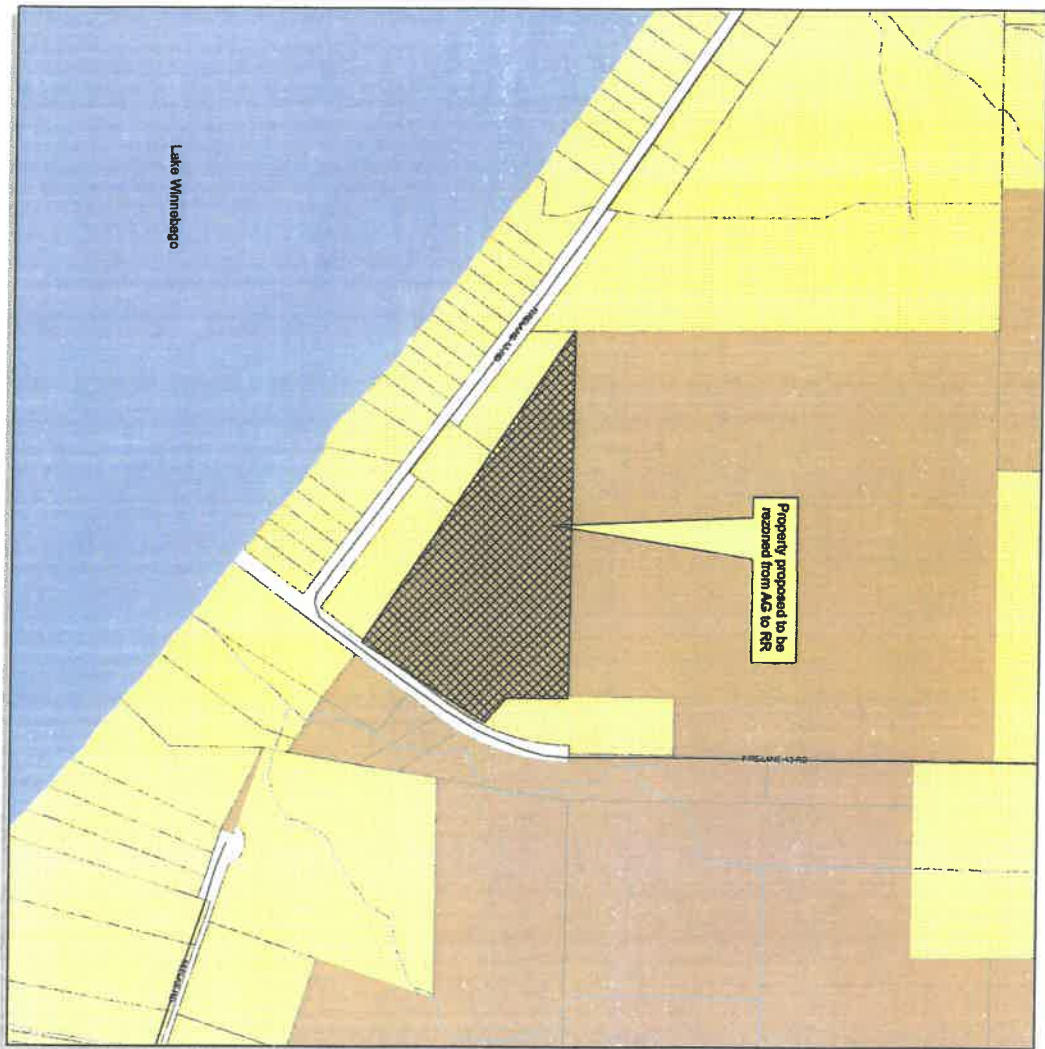


0 200 400 800 Feet

Catatum County, WI. This map is not intended to be used for legal purposes. Catatum County, WI is not responsible for any errors or omissions on this map. The user assumes all responsibility for the use of this map.

Catatum County, WI 2011





Zoning Map

Village of Harrison

Calumet & Outagamie Counties, WI

Legend

- | | |
|--|------------------------|
| Zoning Districts | Road/Centerline |
| AG General Agriculture | Local Roads |
| RR Rural Residential | County Highway |
| RE-1 Single-Family Residential (Suburban) | State Highway |
| RE-2 Single-Family Residential (Traditional) | US Highway |
| RTT Two-Family Residential | Railroads |
| RM Multiple-Family Residential | Streams |
| CH Neighborhood Commercial | Town of Harrison |
| COR Office & Retail Commercial | Parcels |
| CC Community Commercial | |
| BP Business Park | |
| IM Industrial & Manufacturing | |
| NC Natural & Conservancy | |
| MHO Mobile Home Overlay | |
| PDO Planned Development Overlay | |
| SHO Shoreland Overlay* | |
| SWO Shoreland/Waterland Overlay* | |

* Please note that the SHO & SWO boundaries are subject to be change based on determinations of navigable waterways.

This map was created by:
 Village of Harrison
 1400 N. Main Street
 Harrison, WI 54982
 920-888-1052

Adopted: July 27, 2010
 Effective: November 1, 2010
 Current as of: December 1, 2021



Disclaimer:
 This map is neither a liability nor a warranty of accuracy. The Village of Harrison does not guarantee the accuracy, content, status, or completeness of the materials contained herein and is not responsible for any reliance or use of this data for any purpose without the express written consent of the Village of Harrison. The map data is compiled from official records, including survey plat and deeds, but only contains the information required to be shown on the map. Other records and sources of information may be available from the County Register. Complete records should be used for legal or survey purposes. Calumet County shall remain the exclusive source of all rights, title, and interest in all geospatially copyrighted information.



PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

April 19, 2022

Title:

Final Plat – Luniak Meadows

Issue:

Should the Plan Commission recommend approval of the Final Plat of the Luniak Meadows subdivision to the Village Board?

Background and Additional Information:

The applicant is proposing a 67-lot and 3-outlot final plat for a new subdivision called Luniak Meadows. The subdivision is located south of Schmidt Road, east of County Road N. The property is currently zoned Single-Family Residential (Suburban) [RS-1]. The subdivision is proposed to have roadway access to Schmidt Road via extension of Touchdown Drive from the north. All roadways are proposed to be dedicated to the public at a width of 66-feet for the right-of-way. Lots are generally 15,000 square feet in area, the corner lots are generally 17,000 square feet. A few proposed lots, along the curves and adjacent to the wooded area in the southeast part of the property, are larger. Sewer and water will be extended through the subdivision. Stormwater management will be accommodated in a stormwater pond located on Outlot 1. Outlot 2 & 3 are reserved for future development.

Recommended Action:

Staff recommends approval of the Final Plat for Luniak Meadows with the following conditions:

1. All review comments from the Village staff shall be included in the Plan Commission discussion and decision.
2. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.
3. All lots shall have a storm sewer lateral provided for sump pump discharge.
4. All drainageways, drainage easement, and associated infrastructure shall be installed, graded and seeded prior to roadway acceptance.
5. All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.
6. The Village Board shall accept the roadway in a “graveled state”, with a temporary asphalt binder, prior to issuance of building permits and zoning permits.
7. All final improvements, including but not limited to, curb & gutter, asphalt paving, sidewalks, and trails shall be installed prior to issuance of building permits or zoning permits, unless the Village Board approves a Subdivision Development Agreement to allow for improvements to be installed at a later date.
8. If applicable, wetland determinations and/or studies shall be provided to the Village.
9. Benchmarks shall be established on all hydrant tag bolts.
10. Grading/Drainage Plan shall identify elevations of ground at the foundation.

Attachments:

- Aerial Map
- Final Plat

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manger

Meeting Date:

April 19, 2022

Title:

Conditional Use Permit – Milis Enterprises

Issue:

Should the Plan Commission recommend approval of a conditional use permit?

Background and Additional Information:

The applicant, Milis Enterprise, is requesting a Conditional Use Permit (CUP) in order to operate a contractor business on the property located on County KK, east of Bies Road (parcel ID 40348). The applicant already has an existing office and shop at the property at W4567 County KK. This conditional use permit will be to construct an office building and a second shop for the construction business. The property is currently zoned General Agricultural [AG] and is identified as commercial in the Comprehensive Plan.

The office building is proposed to be 9,477-square feet. The second shop building is proposed to be 80' x 220'. The project also calls for construction of a stormwater management system and paving of parking areas. The applicant is proposing some outdoor storage for lumber, forms, and miscellaneous concrete equipment. Staff has some concerns regarding the outside storage.

Findings of Fact:

- Staff finds that the Conditional Use Permit request will comply with the Harrison Zoning Ordinance with the below conditions.
- Property owners within 300-feet of the subject property have been notified via first-class mail.

Basis for Approval: *(from the Zoning Ordinance Section 117-319)*

1. *Zoning. The proposed use conforms to the underlying zoning district intent and design standards and is in harmony with the general purpose and intent of this chapter. Where there is an existing nonconforming structure, the design standards of the underlying zoning district may be waived by the plan commission and town board. Contractor offices and storage are a conditional use in the AG zoning district.*
2. *Plans. The proposed use conforms to the comprehensive plan and any other officially adopted plan. The Comprehensive Plan identifies this property as Commercial.*
3. *Traffic. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. The proposed use should not negatively affect the traffic on County KK.*

4. *Landscaping and screening. Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use as established in article VI, Access, Parking, and Loading and article IX, Landscaping and Screening Standards. There is an existing tree line on the south property lines. Additional landscaping may be required to meet buffering requirements.*
5. *Neighborhood compatibility. The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development and whether the proposed use creates a nuisance due to noise, odor, or dust. There will be limited construction activity on site as the business operation typically occurs off site. Majority of materials and equipment should be stored inside.*
6. *Services. Adequate facilities, access roads, drainage and/or necessary services have been or will be provided. There is no sanitary sewer or water service in this area. The property is currently served by on-site well and sanitary systems. There is an existing driveway for the business.*

Recommended Action:

Staff recommends approval of the Conditional Use Permit request with the following conditions:

1. All conditions of the Conditional Use Permit issued November 2016 shall apply (as listed below, #2-10).
2. All equipment, materials, and other items related to the business shall be stored inside. No outside storage of business related items shall be allowed. Vehicles stored outside of the building shall be screened from view from the roadway and adjacent properties by a fence, plantings, or a combination thereof.
3. Zoning permits, which meet the requirements of the zoning ordinance, shall be obtained for all building construction.
4. An erosion control permit shall be obtained.
5. The Building Inspector shall be consulted regarding building permits, including state permits if needed.
6. The Calumet County Planning Department shall be consulted regarding sanitary permits.
7. All signage shall require a separate permit and shall meet the requirements of the zoning ordinance.
8. Screening of all parking and loading areas from adjacent properties shall be provided either through a solid fence (wood, vinyl or other similar aesthetic material) or plantings.
9. A dumpster enclosure shall be provided that meets, or exceeds, the requirements of the zoning ordinance.
10. Failure to comply with these conditions may cause for the Conditional Use Permit to be revoked.
11. A Site Plan Review application shall be submitted, reviewed, and approved.
12. All stormwater management shall meet or exceed Village requirements for the whole site.

Attachments:

- Aerial Map
- Development Plan
- Planset

Development Plan

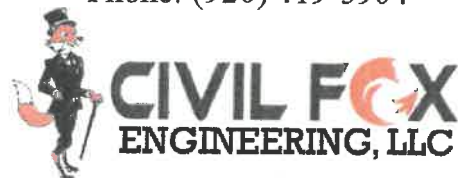
March 2022

Prepared for:

Milis Enterprise, LLC
W4567 County Road KK
Kaukauna, WI 54130
Contact: Dylan Milis
Phone: (920) 843-2359

Prepared by:

Clark Fox, P.E.
Civil Fox Engineering, LLC
1730 East. Sylvan Avenue
Appleton, WI 54915
Phone: (920) 419-5904



Milis Enterprise, LLC

Development Plan

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Appendix A – Conditional Use Application

Appendix B – Plat of Survey

Attachment – Proposed New Office and Storage Building for Milis Flatwork



1730 East Sylvan Avenue
Appleton, WI 54915
www.civil-fox.com
Phone: (920)419-5904

Development Plan Narrative

1.0 Introduction

Milis Enterprise, LLC, is owned by Dylan Milis. Milis Enterprise, LLC owns Milis Flatwork, LLC which desires to construct a new office and storage building for their concrete business. A total of two new buildings is being proposed at this time, along with increasing the yard size. The proposed construction is located at W4567 County Road KK, Kaukauna, WI 54130 in the Village of Harrison, Calumet County, Wisconsin (Parcel #40348; NW-NE, SE of Section 6, T20N R19E).

Milis Flatwork, LLC operates its existing business at the proposed site. The hours of operation are from 6AM to 5PM Monday through Friday, 7AM to 1 PM on Saturday, and closed on Sunday. Milis Flatwork currently has approximately 84 employees on staff. The existing shop building has three (3) on staff employees, the proposed office building will have twelve (13) employees, the proposed shop will have eight (8) employees. There are also 60 employees that are on site and commute to Milis Flatwork to take a company vehicle to job sites, this is where the northern parking lot will be utilized for employee parking. Outside storage will consist of lumber, forms, and miscellaneous concrete equipment. All work-related vehicles will be parked in the existing shop or the proposed shop.

2.0 Construction Phases

Phase 1

- Construct a 9,477 square foot office building and a 80' by 220' one story freestanding shop building, both with a flat roof that is internally drained and will connect to the proposed stormwater pond. The structures will not have basements.
- Construct a concrete driveway over existing gravel driveway and add additional concrete parking that will cover 113,996 square feet. The western lot will remain gravel and be expanded to the west for a total of 117,909 square feet.
- Construct a Stormwater Management System (SMS) that consists of surface inlets within the concrete driveway area that discharge stormwater to a wet detention basin. Roof water will be collected internally and underground drainage and discharged into the wet detention basin. Runoff from the wet detention basin will be discharged flow to the concentrated flow where the water currently discharges. The SMS is designed to collect runoff from both phases of construction.

- Dimensional Requirements:
 - Lot area – 586,003 ft²
 - Building area – 44,077 ft²
 - Parking/driveway area – 236,588 ft²
 - Total impervious area – 280,665 ft²
 - 114 Parking spaces provided.
 - Front lot width – 1160 feet
 - Front yard setback from structure – 50 feet
 - West side yard setback from structure – 541.621 feet
 - East side yard setback from structure – 233.218 feet
 - Rear yard setback from structure – 50 feet
 - Lot coverage 47.89%
 - Building maximum height –23 feet

Phase 2

- Pave the western lot with concrete 117,909 square feet.

Future

- Expand the western lot further to the west with 42,112 square feet of impervious included in the SMS.
- Add an east lot that would have 48,734 square feet of impervious included in the SMS.

3.0 Zoning

The property is currently zoned (AG) General Agriculture. The neighbors to the east and south are also zoned AG. The neighbors to the west are zoned (RR) Rural Residential. Through discussions with Village of Harrison Zoning department it was determined that a conditional use permit was required due to the nature of development being outside of the zoning requirements. Conditional uses and structures allow for *Offices and storage yards, trade and contractor*. The proposed project would fall under this use as the property is a concrete contractor.


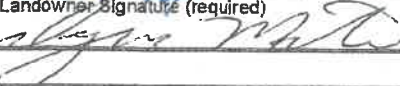
The Construction Plans as well as the other supporting documents in this submittal represent the documentation required by the Village of Harrison to consider allowing Milis Flatwork, LLC to proceed with the conditional use permit.

Appendix A
Conditional Use Application

Village of Harrison

W5298 Hwy 114
 Harrison, WI 54952
 Phone: 920-989-1062

**CONDITIONAL USE PERMIT
 APPLICATION**

Applicant Information			
Applicant Name (Indiv., Org. or Entity) Civil Fox Engineering, LLC		Authorized Representative Clark Fox	Title Owner
Mailing Address 1730 E. Sylvan Ave.		City Appleton	State WI
		Postal Code 54915	
E-mail Address Clark@civil-fox.com		Telephone (include area code) (920) 419-5904	Fax (include area code)
Landowner Information (if different than Applicant)			
Name (Organization or Entity) Milis Enterprise, LLC		Contact Person Dylan Milis	Title Owner
Mailing Address W4567 County Road KK		City Kaukauna	State WI
		Postal Code 54130	
E-mail Address Dylan@milisflatwork.com		Telephone (include area code) (920) 843-2359	Fax (include area code)
Project or Site Location			
Site Name (Project): Milis Flatwork		Location ID(s): 40438	
Site Address / Location: W4567 County Road KK		Plat / CSM / Lot No.:	
Quarter: <input type="checkbox"/> NW <input checked="" type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE		Section: 6	Township: 20 N Range: 19 E
Legal Description: J170-27 NE1/4 NE FRAC 1/4 SEC.6-20-19 COM N1/4/C SEC.6,E888.24',S37.99'& POB,S483.99',E1352.13',N476.41' TO S/L HWY,W1352.44' TO POB,EX PRT CSM#2485 & EX DOC# 471302			
Current Zoning: AG		Proposed Zoning: AG	
Current Uses:		Proposed Uses:	
Lot Dimensions: Front: 1160' Side: 484' Rear: 1351' Side: 484' Lot Area: 13.45 <input checked="" type="checkbox"/> acres or <input type="checkbox"/> square feet			
Description of the Proposed Use for the Property (attach separate document if needed)			
Expanding the existing shop to include a new office and another shope. Milis Flatwork is a concrete contractor that provides concrete services to all of Wisconsin and outside of WI. See attached narrative for additional information			
Development Plan			
<input checked="" type="checkbox"/> See reverse side for complete application submittal requirements.			
Fees			
<input checked="" type="checkbox"/> \$350.00			
Certification & Permission			
Certification: I hereby certify that I am the landowner of the property which is the subject of this Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines / forfeitures, stop work orders, permit revocation, and cease & desist orders. Permission: As landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, to determine compliance with the ordinances and to perform corrective actions after issuing proper notice to the landowner.			
Applicant Signature 		Date Signed 3/27/22	
Landowner Signature (required) 		Date Signed 3/25/22	
LEAVE BLANK – FOR MUNICIPAL USE ONLY			
Date Complete Application Received:		Fee Received \$	Receipt No:
		Date Paid:	Taken By:

Development Plan. An application for a Conditional Use Permit shall be accompanied with the plans/information outlined below. Plan requirements may be assimilated into one (1) or more plan documents. The Zoning Administrator may waive one (1) or more of the requirements when it is deemed unnecessary for the review of a particular type of development.

- A narrative detailing the hours of operation, anticipated number of occupants and/or employees.
- A narrative explaining any outside storage of materials, equipment or vehicles.
- Submit a floor plan of building(s), size and layout of rooms,
- Submit preliminary building(s) façade/elevations for existing and proposed buildings that show sufficient detail to permit an understanding of the architectural style of the development. Design renderings may also be submitted.
- A legal description of the property.
- The location of all existing and proposed streets, easements, building(s), parking areas, pedestrian and vehicular access points, and pedestrian walkways.
- Dimensions of all existing and proposed streets, easements, building(s), parking areas, pedestrian and vehicular access points, and pedestrian walkways shall be indicated.
- A graphic outline of any development phasing.
- The land use and zoning classifications of adjacent properties shall also be indicated.
- A drainage plan shall show existing topography at two (2') foot intervals, spot elevations of existing and proposed buildings.
- The approximate location of any proposed storm water management facilities needed in order to meet the Post-Construction Storm Water Management requirements.
- The location of existing trees and land forms.
- Indicate the location, extent and type of all proposed plantings.
- The location, height, opaque characteristics, extent and type of any required screening.
- The location of all utilities (storm, sanitary, water mains, electrical, natural gas and communication lines),
- The location and type of all exterior lighting, light fixture heights.
- The location of proposed and existing signs.
- The location and details of trash collection areas and their enclosures.
- Indicate areas for snow removal storage.
- Any other pertinent information necessary for the Plan Commission and Village Board to make a decision.

What is a Conditional Use Permit?

A Conditional Use is a use or structure that may not be appropriate as a general permit or unrestricted throughout a zoning district but which, if controlled as to number, area, location, or relation to the neighborhood, would promote the health, safety, welfare, comfort, convenience or the general welfare. Each zoning district has a list of uses or structures requiring a Conditional Use Permit.

Where do I Begin?

Consult with the Planner regarding your interest in a Conditional Use Permit. Staff will discuss with you compliance with the Harrison Comprehensive Plan, the criteria for approval, surrounding uses, and possible nonconformities.

What is the Process?

1. Preliminary Consultation (recommended): The purpose of this meeting is to ensure that the applicant is aware of the requirements of the Conditional Use Permit process.
2. Informal Hearing (optional): The applicant may request an informal hearing before the Plan Commission to obtain preliminary feedback on the Conditional Use Permit application.
3. Submittal: The applicant shall submit a complete Conditional Use Permit Application, signed by the property owner or his/her designee. A complete application includes a completed application form, development plans, and applicable fees.
4. Public Hearing: Within forty-five (45) days of filing a complete application, the Plan Commission will hold a Public Hearing. Notice of the hearing will be sent to property owners within 300-feet of the subject property, the applicant and adjacent municipalities. A notice of the Public Hearing is published in the newspaper for two (2) consecutive weeks prior to the Plan Commission meeting.
5. Plan Commission Action: At the Public Hearing, the Plan Commission will make a recommendation to the Village Board on the application.
6. Village Board Action: Within forty-five (45) days of the Plan Commission recommendation, the Village Board will approve, approve with modifications, deny the Conditional Use Permit or refer it back to the Plan Commission considering the criteria in basis for approval.

What is the Final Action?

Village Board approval is the final action for a Conditional Use Permit.

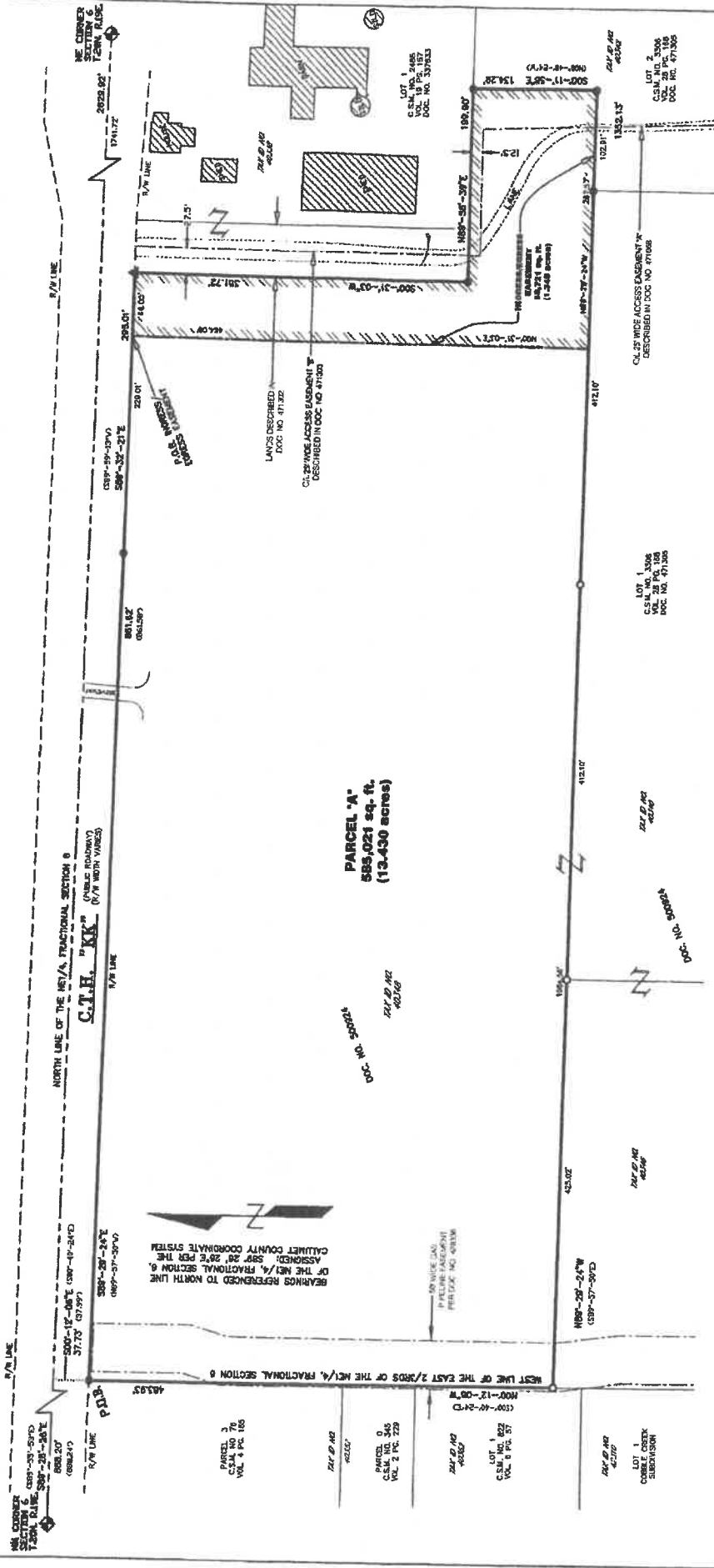
Basis for Approval. No Conditional Use Permit shall be recommended by the Plan Commission, or approved by the Village Board, unless it shall find all of the following criteria have been met. The applicant's failure to satisfy the criteria, or any other applicable requirement in this Chapter, shall be deemed grounds to deny the Conditional Use Permit.

- a. **Zoning.** The proposed use conforms to the underlying zoning district intent and design standards and is in harmony with the general purpose and intent of the ordinance.
- b. **Plans.** The proposed use conforms to the Harrison Comprehensive Plan and any other officially adopted village plan.
- c. **Traffic.** Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
- d. **Landscaping and Screening.** Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use.
- e. **Neighborhood compatibility.** The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development and whether the proposed use creates a nuisance due to noise, odor, or dust.
- f. **Services.** Adequate facilities, access roads, drainage and/or necessary services have been or will be provided.

Appendix B
Plat of Survey

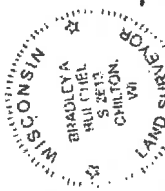
PLAT OF SURVEY

A PART OF THE N1/2-NE1/4, FRACTIONAL SECTION 6, T.20N., R.19E.,
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



PARCEL "A"
585,021 sq. ft.
(13.430 acres)

- LEGEND**
- 1" X 1/4" IRON PIPE SET
 - 1" IRON PIPE FOUND
 - EXISTING RIGHT OF WAY POST
 - CALUMET CO. PLSS COR.
 - RECORDED INFORMATION
 - PROPERTY LINE BOUNDARY



SURVEYOR CERTIFICATE
I, Bradley A. Buckelew, Professional Land Surveyor of Wisconsin, do hereby certify that I have surveyed the described property and that the map shown is a true and accurate representation thereof to the best of my knowledge and belief.
Dated this 10th day of October, 2016
Bradley A. Buckelew
WISCONSIN PROFESSIONAL LAND SURVEYOR
Bradley A. Buckelew, S-2813



DRAWN BY	B.B.	FIELD WORK DATE	10-07-16
CHECKED BY	BB	FIELD BOOK #	A-35
JOB NO.	9123	SHEET	1 OF 2

MERIDIAN SURVEYING, LLC
10774 Prudence
Madison, WI 53705
Office: 608-883-0881
Fax: 608-273-8037

SURVEYED FOR:
COUNTRY AIRE FARMS, LLC
ATTN: MIKE GERRITS
1140 LANGERS CLANDY ROAD
GREENFIELD, WI 54126

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manger

Meeting Date:

April 19, 2022

Title:

Concept Plan for North Shore Wood Condos

Issue:

What comments can the Plan Commission provide on a condominium concept plan?

Background and Additional Information:

The Developer of a potential new condominium development is seeking input from the Plan Commission to develop the property. The property is located on the southwest corner of Old Highway Road and Northshore Road. The property currently consists of three lots, parcels 42188, 45590 & 45592. All parcels are currently zoned Single-Family Residential (Suburban) [RS-1]. The Developer is proposing a 12-unit condo development on a private driveway. Units are proposed to be detached from other units with their own driveways and utilities.

If the Plan Commission is agreeable to the development, staff will work with the developer on the possible rezonings needed. One option is to rezone the property to Multi-Family [RM] with a condo plat. Another option might be to add the Planned Development Overlay [PDO] zoning to the existing RS-1 zoning.

The Developer is also seeking to remove or modify the existing "Detention Basin Maintenance Easement (per plat)" area. Staff feels like this area will be needed in the future to maintain the stormwater pond.

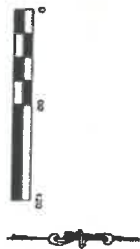
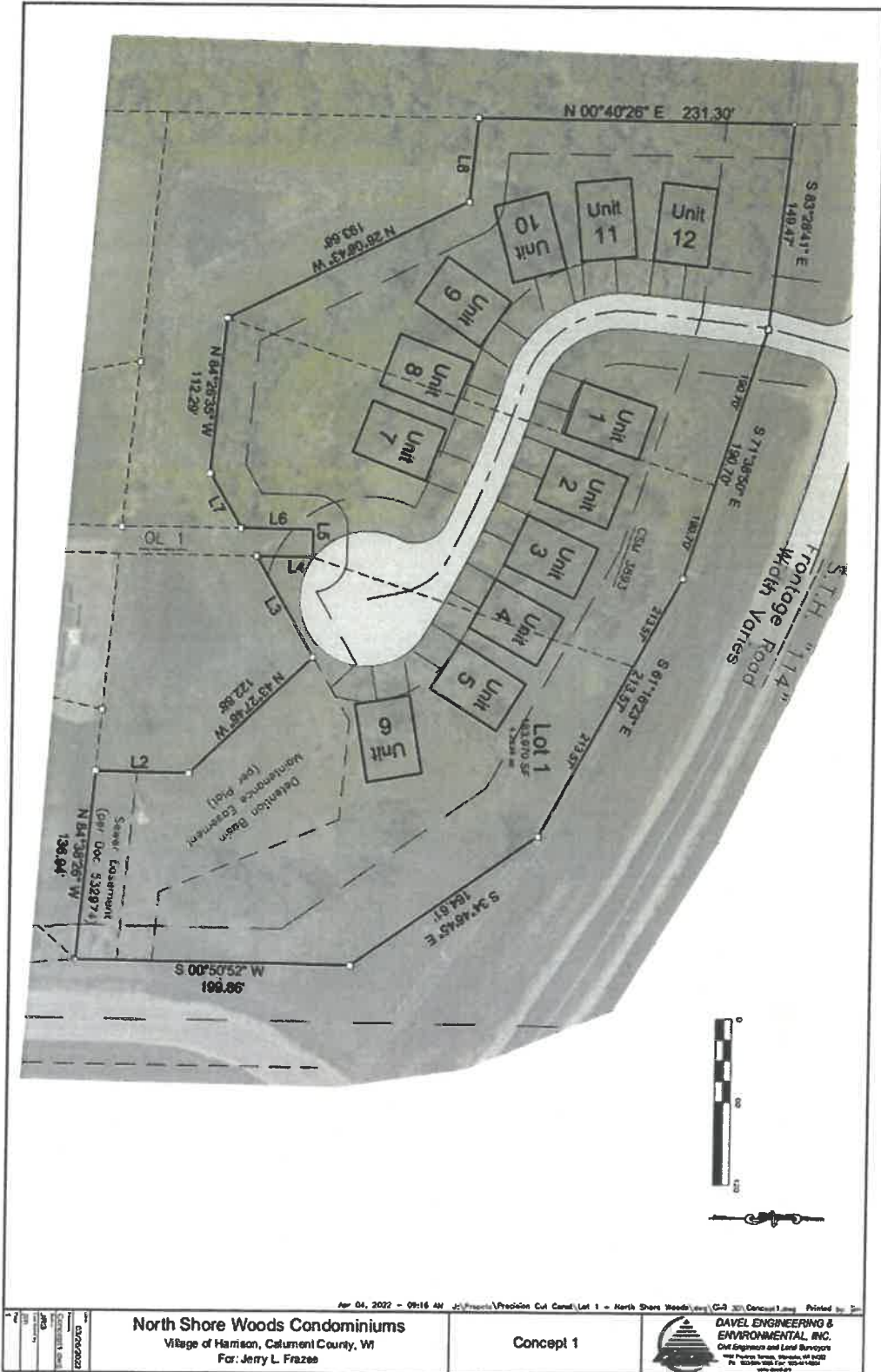
Recommended Action:

No action is required. The developer is looking for potential issues or comments on a future condominium plat.

Attachments:

- Aerial Map
- Concept Plan

Concept Plan



Apr 04, 2022 - 09:16 AM C:\Projects\Precision Cut Canal_Lot 1 - North Shore Woods\Draw\G3 301 Concept 1.dwg Printed by J...

North Shore Woods Condominiums
 Village of Hammon, Calumet County, WI
 For: Jerry L. Frazee

Concept 1

DAVEL ENGINEERING & ENVIRONMENTAL, INC.
 Civil Engineers and Land Planners
 100 Purdy Street, Sheboygan, WI 53081
 Ph: 920.839.5555 Fax: 920.839.4888
 www.davel.com

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manger

Meeting Date:

April 19, 2022

Title:

Concept Plan for Green Meadows on Lake Park

Issue:

What comments can the Plan Commission provide on a subdivision concept plan?

Background and Additional Information:

The Developer of a potential new subdivision is seeking input from the Plan Commission on which option is preferable to develop the property. The property is located on the southwest corner of Lake Park Road and Midway Road. The property currently consists of two lots, parcels 43840 & 43838. The Developers currently own lot 43840 and are working with the other of lot 43838 to possibly purchase for the development.

Parcel 43840 is currently zoned Multi-Family Residential [RM]. Parcel 43838 is currently zoned Neighborhood Commercial [CN]. The Developer wishes to rezone both parcels to Single-Family Residential (Traditional) [RS-2] to match that of the zoning to the west as part of the Lexington Homes subdivision approved a couple of years ago. Sewer service is available at Dylan Drive to the south. Access to Lake Park Road may be granted by the Village. Access to Midway Road is limited as it is a County Highway.

Option #1 includes two cul de sacs. Option #2 is a street through the property. The Developer prefers Option #1 due to attractiveness of the lots created by cul de sacs and shorter road lengths to reduce construction costs. Village staff prefers Option #2 to avoid creating cul de sacs, provide second means of access to properties, and provide planned sewer & water services in the right-of-way. Option #1 will require sewer and water easements between lots.

Recommended Action:

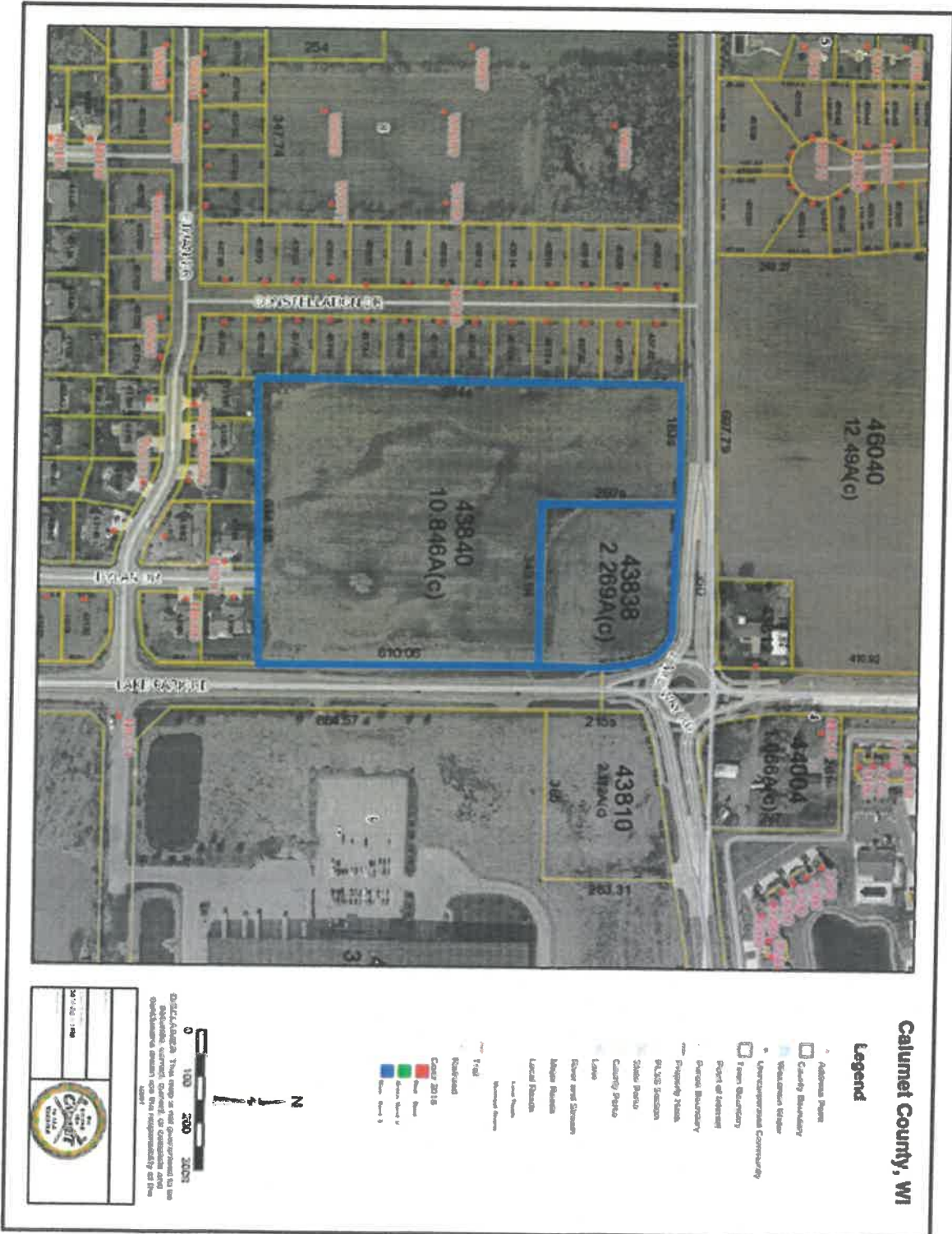
No action is required. The developer is looking for potential issues or comments on a future subdivision plat.

Village staff strongly prefers Option #2. The Fire Department likes the through street for safety purposes. The Public Works Department does not want a cul de sac. The Utility Department likes the through street to provide utilities easier to loop the water and provide sanitary sewer. Village staff would support a rezone from RM & CN to RS-2 if the through street was built.

Attachments:

- Aerial Map
- Option #1
- Option #2

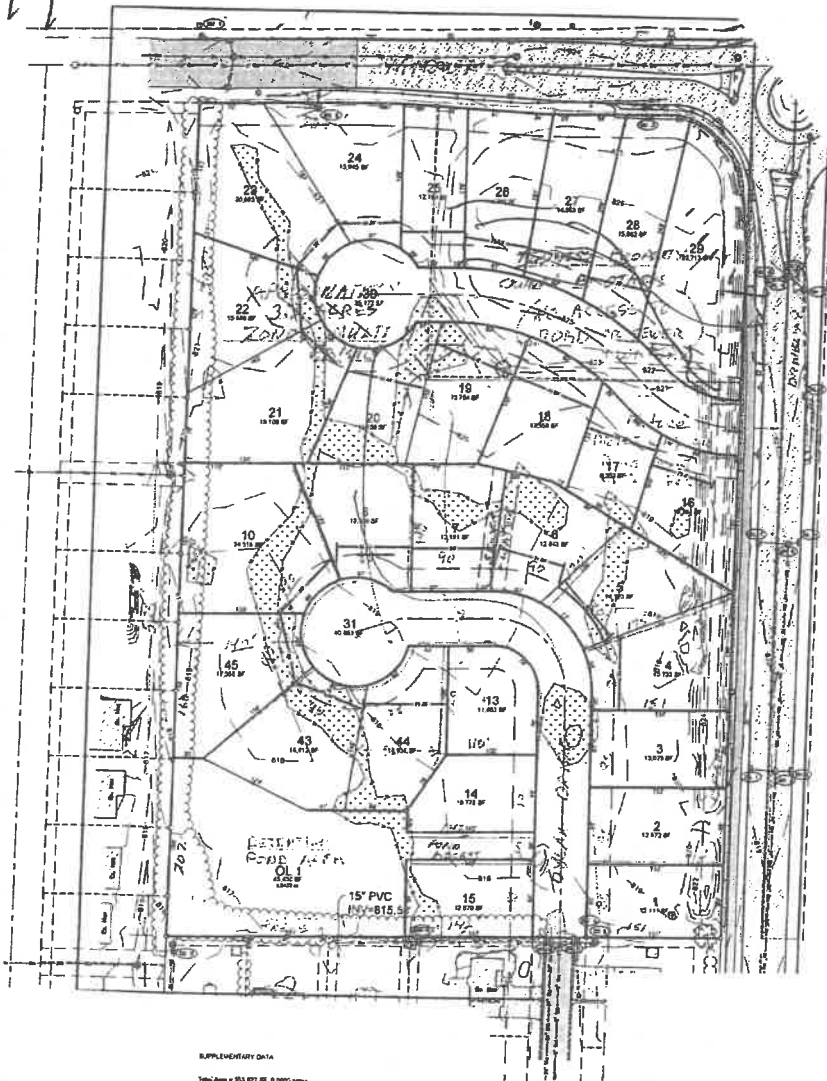
Aerial Map



Option #1

Preliminary Plat of
Green Meadows on Lake Park

Part Lots 1 and 2 of Certified Survey Map 2524 located in the Northeast 1/4 of the Northeast 1/4 of Section 08,
 Township 20 North, Range 18 East, Village of Hartston, Calumet County, Wisconsin

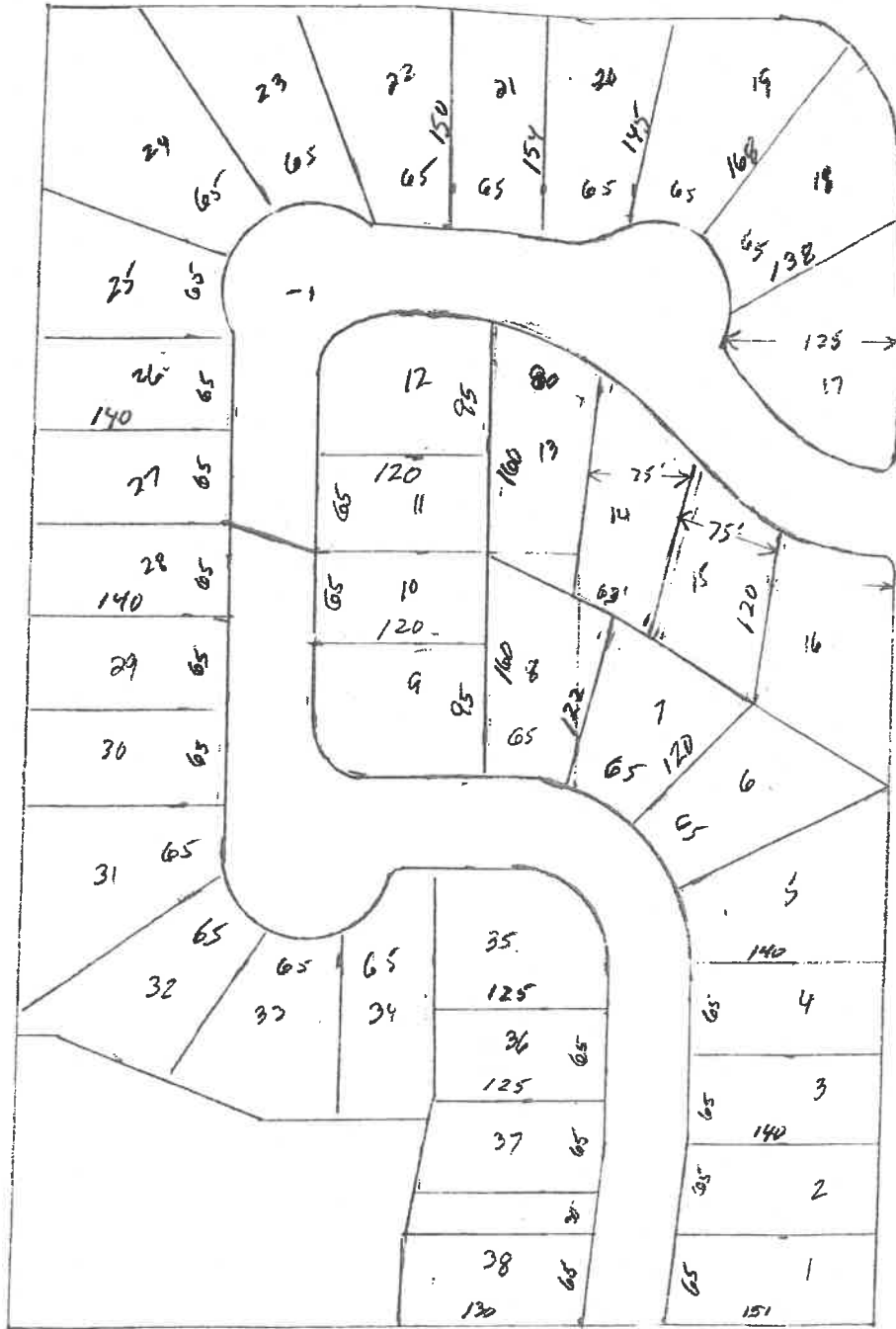


SUPPLEMENTARY DATA
 Total Area = 883,877 SF @ 0.0202 acres
 200' Area = 300,000 SF @ 0.0083 acres
 100' Area = 200,000 SF @ 0.0055 acres
 Number of lots = 45
 Average lot size = 19,633 SF
 Typical lot dimensions = 600' x 300'
 Largest lot of record = 24,926 SF
 Minimum lot size = 28 SF
 Proposed zoning = F-1
 Approved Authority
 Village of Hartston
 City of Hartston (Administrative)
 Calumet County
 Department of Administration
 DATE



NOTES
 1. See also Ordinance 22 and 23
 and the survey on File # 200

Option #2



PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

Variance for Private Road Development

Issue:

Should the Plan Commission consider a development that utilizes private roads rather than public roads?

Background and Additional Information:

The applicant is considering purchasing a portion of the Kimberly Clark Corp. property along Firelane 10 and south of the railroad tracks. The area is adjacent to Northshore Golf Club and sits east of Firelane 10. The applicant wishes to develop the property as a private single-family residential subdivision with approximately 10-16-lots on the portion south of the railroad tracks. The area north of the railroad tracks will be developed as a public residential subdivision.

The intent is to create a private residential development on the south side of the railroad. Private development, as in private streets. Utilities (sanitary sewer & water) would be public and serviced by Harrison Utilities. The subdivision ordinance states that the design of a subdivision, “new private streets shall not be permitted”. The process for a variance from the subdivision ordinance includes review by the Plan Commission and approval by the Village Board. At this point, this is just a discussion and preliminary review. Based on feedback and comments, the applicant will have to submit for a formal variance request at a later date.

The applicant is proposing private streets due to a provision in the railroad crossing of the existing private driveway that the private driveway remain private. The applicant is proposing secondary access for emergency vehicles. A meeting with the Village Fire Chief was held in order to discuss access and emergency vehicle access. Of concern is trying to gain a second access point, even if it is gated for emergency vehicles only. The second concern is the bridge over the ravine/creek. Structural engineering should be provided to ensure that the bridge can hold the loading of emergency vehicles.

There is public right-of-way (ROW) from Firelane 10 south of the railroad tracks to this property where a new public road could be built. The ROW is less than the standard 60-foot width so additional ROW may have to be acquired or the public road constructed within a substandard ROW width. If there were private roads within the subdivision, easements will be required for utility access and stormwater access.

Subdivision Ordinance Variance process and approval criteria:

(i) *Variance and appeals (modification of regulations)*. When the plan commission or Village board finds that extraordinary hardship or injustice will result from strict compliance with this chapter, it may vary the terms thereof to the extent deemed necessary and proper to grant relief, provided that the modification meets the land division variance criteria.

1. The land division variance criteria include the following four standards:
 - a. The variance is due to physical features of the site or its location.
 - b. The variance is the least deviation from this chapter which will mitigate the hardship.
 - c. The variance is not detrimental to the public interest and is in keeping with the general spirit and intent of this chapter.
 - d. Any variance recommendation shall include, at minimum, that the variance will not violate the purpose of this chapter or provisions of Wis. Stats. ch. 236.
2. Application for a variance shall be made to the Village planner and Village clerk who shall provide notice of time and place of hearing by publication of a Class 2 notice, under Wis. Stats. ch. 985.
3. A copy of such notice shall be mailed to all property owners within 300 feet of the subject site by regular mail. Notice of hearing shall be mailed approximately 14 days prior to hearing date. The applicant shall be responsible for payment of a hearing fee as set forth in Appendix A, Fee Schedule, reference this code section.

Recommended Action:

None. Discussion item only.

Attachments:

- Aerial Map (indicates public ROW west of site, "X" shape in blue)
- Request for Variance letter from applicant (includes aerial map and concept plan)
- Email from Dave Schmalz sent March 17, 2022 – concerning CN railroad requirements for crossing

Letter

To: Town of Harrison

From: Paul and Tom Klister

Subject: Request for Variance

We are working with Kimberly Clark to purchase the approximate 64 acres as depicted on the attached map. Our goal/plan is to demo the existing structures south of the railroad and develop a private residential community by creating 10-16 single family residential lots. The parcel to the North of the railroad would be developed as single family residential sites and be public.

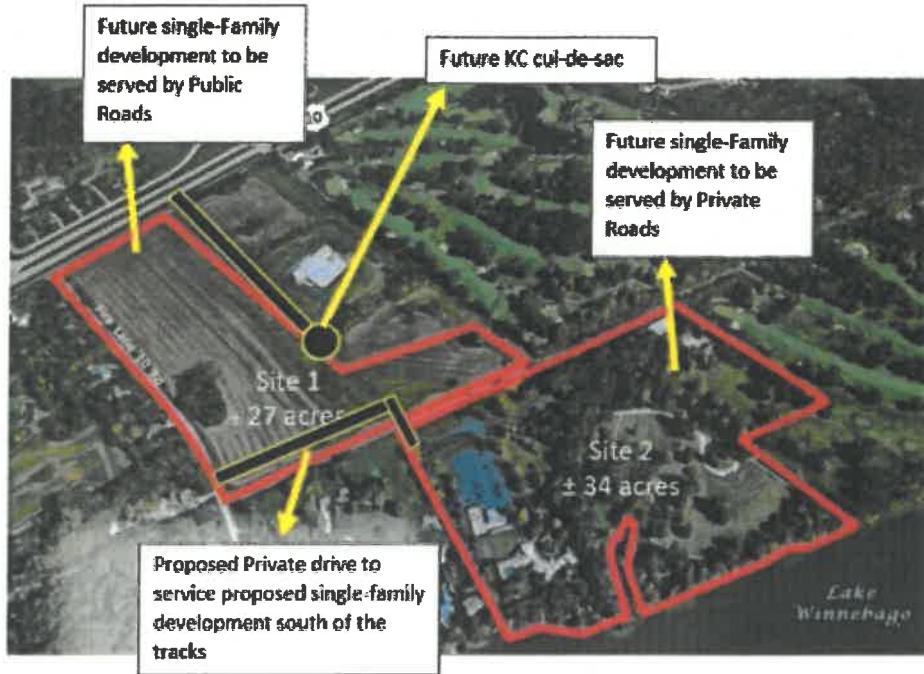
We understand that the Town's preference is to have residential developments of two or more lots to be public and follow the Town's specifications for doing so. We are respectfully requesting a variance to keep the area South of the railroad private, and have the area North of the tracks public. The following is our basis for requesting a variance:

- 1) Access: Kimberly Clark is mandating that the existing access from the frontage road onto fire lane 11 be utilized for their own private use to access their storage facility. Our plan would be to cut de sac Fire lane 9 and create a new, private drive that would come from fire lane 10 and joining up with the existing road (fire lane 11) and continue to utilize the existing passage over the railroad. Please see attached map.
- 2) Railroad Tracks: The existing access to the South portion of the land is presently served by a privately authorized easement that is granted by Canadian National Railway (CN) to Kimberly Clark. We have had discussion with a representative of CN and they are firm on requiring said access to continue to be private. In order to meet CN requirement, we would incorporate an LLC that would have all land owners South of the tracks to be members of the LLC. We would create a governing home owners association that would provide a united governance: providing the CN required insurable interest; and providing a united authority that would control all the private services that would be needed (garbage; mail; road and infrastructure; snow and landscaping; environmental regulations with the existing navigable stream).
- 3) Secondary access: We are of the understanding that there is mapped access from fire lane 10 – see attached map outlined in yellow. We have talked to the neighbors, including Steve Endries who paved the existing drive (Endries access). We are of the understanding that all the neighbors would object to us using the Endrie's access as the main thorough fare for our proposed development. To provide secondary access for police, fire and emergency vehicles, we would propose that the Endrie's ingress/egress point be utilized only in emergency situation;
- 4) The existing road and bridge that services the area South of the tracks were constructed to service as private use. If we were required to meet public standards for road construction and to build a new bridge, it would add substantial cost, that would not allow the development to be economically feasible.

Thank you for your consideration

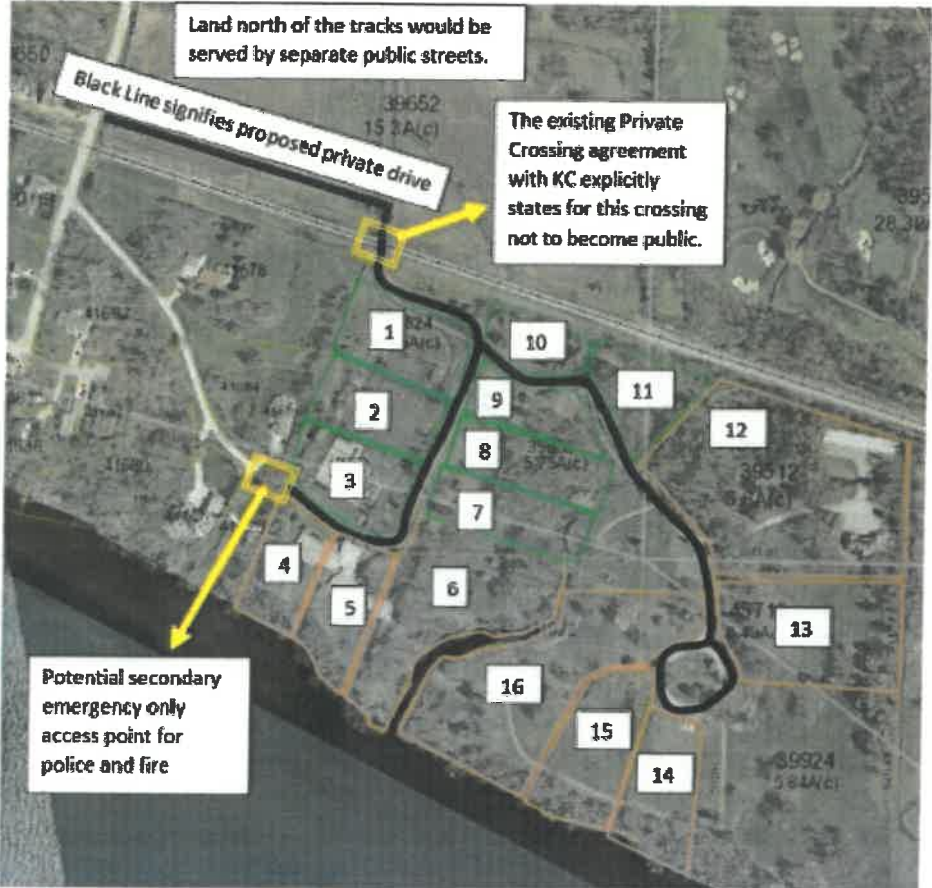
Aerial View

Exhibit A – Development Area



Concept Plan

Exhibit B – Potential Site plan, south side of tracks



Mark Mommaerts

From: Dave Schmalz <DSchmalz@mcmgrp.com>
Sent: Thursday, March 17, 2022 1:55 PM
To: Mark Mommaerts
Cc: Tom Klister; Paul Klister; Lee Reibold
Subject: FW: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI. March 22 agenda item 9 d
Attachments: Private Crossing Application Requirements.pdf; NEW WC TEMPLATE FOR PVTXING_2017.pdf; 1938 air photo of private driveway crossing the rail road tracks east fo Fire LAne 10.pdf; 2018 air photo private driveway crossin the tracks east of fire lane 10 CalumetCountyWI.pdf

Mark,

Please see the attachments and the emails below regarding the Kimberly Clark private driveway crossing the railroad east of Fireland 10. I had discussions with the CN railroad staff as directed by our client Kimberly Clark in 2020. The only way the CN railroad would allow this driveway to be a public street is if fire lane 10 crossing was removed. CN does not want to do this. They want to keep the KC crossing private. The first 2 attachments are the private driveway crossing requirements from the railroad.

Would you like me at the plan commission meeting on March 22 at 6 PM to answer any questions about KC private driveway crossing the railroad r/w?

Thank you.

Dave Schmalz

From: Jacqueline Macewicz <jackie.macewicz@cn.ca>
Sent: Wednesday, December 16, 2020, 10:14 AM
To: Dave Schmalz <DSchmalz@mcmgrp.com>
Cc: Doug Woelz <DWoelz@mcmgrp.com>
Subject: RE: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI.

Dave,

Our agreements for private crossings state the following:

NON-CONVERSION TO PUBLIC USE. Licensee agrees to take no action of any kind whatsoever or to allow any third person to take any action which would result in the conversion of this License Area from a private road crossing to a public road crossing over Railroad's Property. In the event of a breach of this condition by the Licensee, the Licensee shall be liable for all damages incurred by the Railroad as a result of such breach.

Attached is the application and a sample agreement.

Insurance requirements are:

1. Certificate holder and additional insured:

Wisconsin Central Ltd. and its parents
3192 S. Pokegama Rd
Superior, WI 54880

2. Limits of \$5M per occurrence / \$10M aggregate (can be met with an excess liability umbrella as long as it follows form of the general liability)
3. Waiver of subrogation applies by written agreement
4. Railroad exclusion deleted from the policy (using endorsement CG 2417 or equivalent approved by Railroad Company)
5. Provide evidence all subcontractors are covered by the policy

Regards,
Jackie

From: Dave Schmalz <DSchmalz@mcmgrp.com>
Sent: Wednesday, December 16, 2020, 9:30 AM
To: Jacqueline Macewicz <jackie.macewicz@cn.ca>
Cc: Doug Woelz <DWoelz@mcmgrp.com>
Subject: RE: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI.

CAUTION: This email originated from outside CN: DO NOT click links or open attachments unless you recognize the sender AND KNOW the content is safe
AVERTISSEMENT : ce courriel provient d'une source externe au CN : NE CLIQUEZ SUR AUCUN lien ou pièce jointe à moins de reconnaître l'expéditeur e

Jacqueline,
Thanks for the email. Can you please forward the private crossing application and agreement requirements?
Can this crossing become a public street?
Dave Schmalz

From: Jacqueline Macewicz <jackie.macewicz@cn.ca>
Sent: Wednesday, December 16, 2020, 9:10 AM
To: Dave Schmalz <DSchmalz@mcmgrp.com>
Cc: Doug Woelz <DWoelz@mcmgrp.com>
Subject: RE: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI.

Hi Dave,

Thanks for the note, didn't know my mailbox was full! It is our year end closing, so it is extremely busy here trying to wrap up numerous items.

Regardless of an existing agreement or not, the terms would be changing, and all users of the crossing would need to enter into a private crossing agreement with CN. The agreements are non-recordable, and do not transfer without written approval.

I had a similar situation in the past where the multiple residences created an LLC for a private crossing agreement that they all use for access to their homes and provided the insurance thru the LLC. It seemed to work great!

Please let me know if you need more information regarding the application process and agreement requirements.

Regards,
Jackie

Jackie Macewicz

CN - Manager Public Works (MN & WI)
Superior, WI
(o) 715-345-2503
(e) Jackie.Macewicz@cn.ca

*If you are reporting an emergency - call CN Police immediately at 1-800-465-9239
and provide the DOT# found on the blue emergency notification sign posted at the nearest crossing*

www.cn.ca

From: Dave Schmalz <DSchmalz@mcmgrp.com>
Sent: Wednesday, December 16, 2020, 8:52 AM
To: Jacqueline Macewicz <jackie.macewicz@cn.ca>
Cc: Doug Woelz <DWoelz@mcmgrp.com>
Subject: FW: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI.

CAUTION: This email originated from outside CN. DO NOT click links or open attachments unless you recognize the sender AND KNOW the content is safe
AVERTISSEMENT : ce courriel provient d'une source externe au CN : NE CLIQUEZ SUR AUCUN lien ou pièce jointe à moins de reconnaître l'expéditeur

Jackie,
I tried to leave you a phone message. Your mailbox is full.
Can you please answer my question below? Is there someone else I should be emailing in CN railroad?
Dave Schmalz

From: Dave Schmalz
Sent: Thursday, December 10, 2020, 12:49 PM
To: Jackie Macewicz (jackie.macewicz@cn.ca) <jackie.macewicz@cn.ca>
Cc: Doug Woelz <DWoelz@mcmgrp.com>
Subject: Private driveway crossing the railroad tracks east of Firelane 10 in the Village of Harrison Calumet County WI.

Jackie,
We met years ago at the apartment project called Eagle Flats in Appleton.

I have another issue with a railroad crossing. Please see the 2 attachments.
The 1938 crossing was moved westerly to service the Kimberly Clark call center building shown on the 2018 air photo.

Does the railroad have a permit for this driveway? Can more than 1 home use the driveway if the land south of the tracks is developed as residential?

Thanks for your help

David M Schmalz

VP/Senior Land Surveyor 1



McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
920.751.4200 EXT 240 MCMGRP.COM
920-450-2678 cell phone dschmalz@mcmgrp.com

Confidentiality Statement

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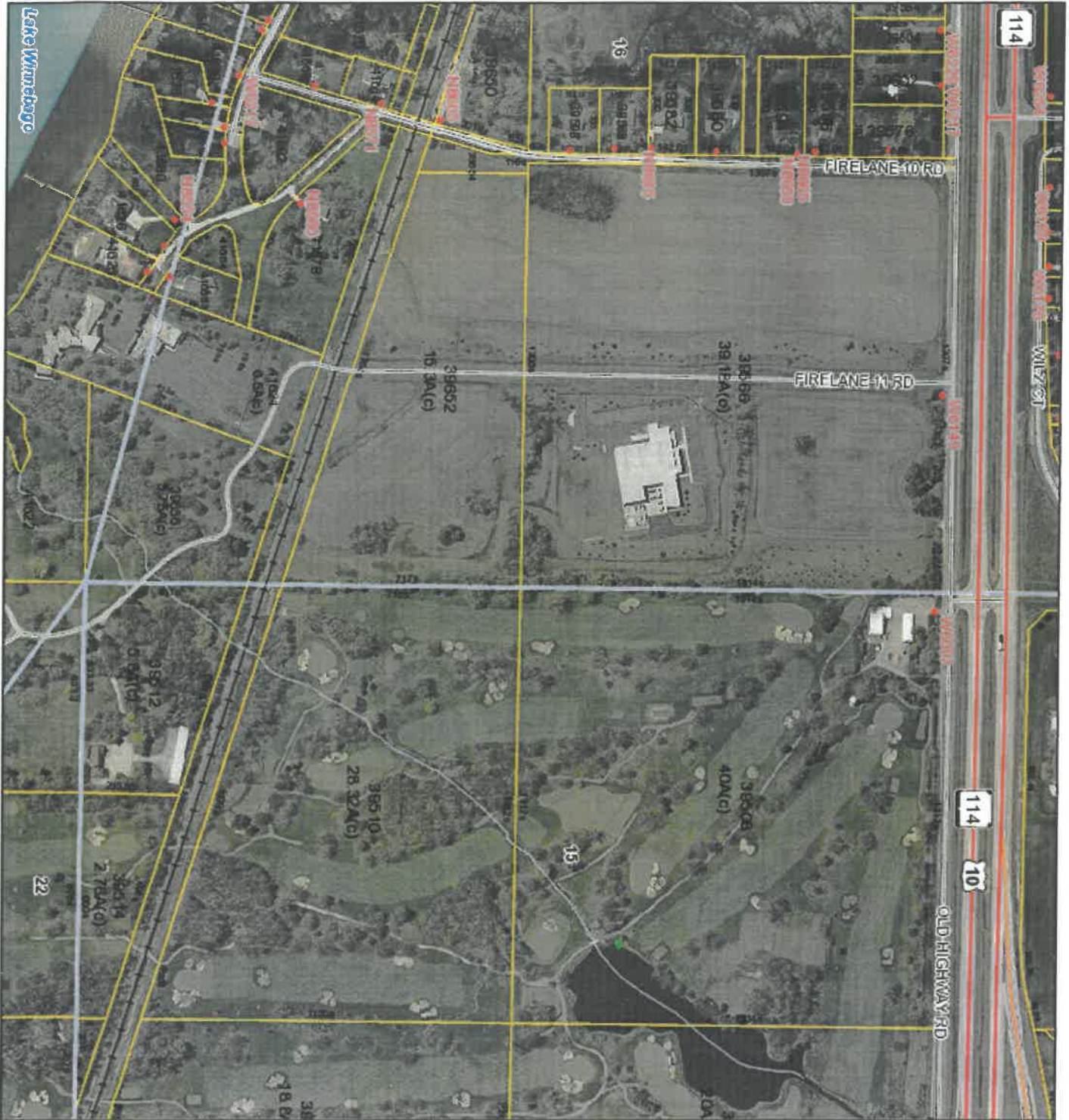
Confidentiality Statement

THE INFORMATION CONTAINED IN THIS E-MAIL IS INTENDED FOR PERSONAL AND CONFIDENTIAL USE OF THE DESIGNATED RECIPIENT(S) NAMED ABOVE. This message may be a client communication, and as such is privileged and confidential. If the reader(s) of this message is not the intended recipient(s) or agent(s) responsible for delivering it to the intended recipient(s), you are hereby notified that you have received this message in error, and that any review, dissemination, distribution, or copying of this message is strictly prohibited. If you have received this communication in error, please notify us by telephone and delete the original message. Thank you.

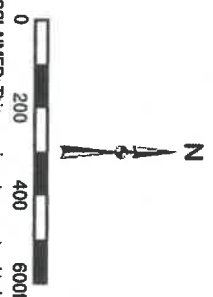
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2018 air photo rail road crossing east of Fire Legene 10



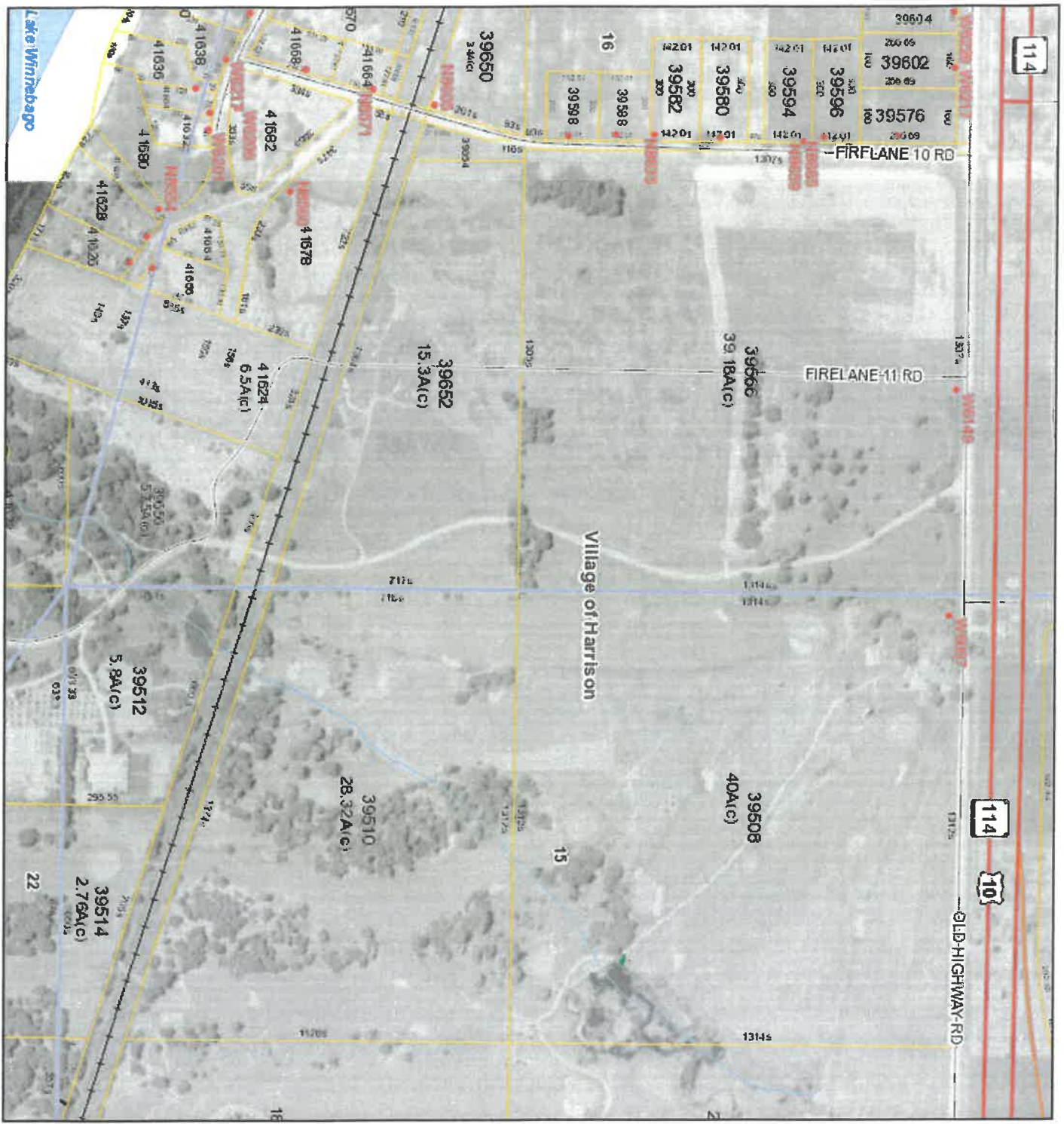
- Address Point
 - Watermark Water
 - Point of Interest
 - Parcel Boundary
 - Property Hook
 - PLSS Section
 - State Parks
 - County Parks
 - Lake
 - River and Stream
 - Major Roads
 - Federal Highways
 - State Highways
 - County Highways
 - Local Roads
 - Local Routes
 - Municipal Street
 - Trail
 - Railroad
- Color 2018
- Red: Band_1
 - Green: Band_2
 - Blue: Band_3



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and no conclusions drawn are the responsibility of the user.

Author:	
Date Printed:	12/16/2013 12:45 PM
Sources:	

1938 air photorail road crossing east of Fire Lane 10



Address Point

Municipal Boundary

County Boundary

Wisconsin Water

Other Counties

Unincorporated Community

Town Boundary

Point of Interest

Parcel Boundary

Property Hook

PLSS Section

State Parks

County Parks

Lake

River and Stream

Major Roads

Local Roads

Local Roads

Municipal Streets

Trail

Railroad

Black and White 1938

High: 255

Black and White 1988

Low: 97



DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:

Date Printed:
10/10/20 12:40 PM

Source:





Jackie Macewicz
Manager Public Works (MN & WI)

3192 S. Pokegama Rd
Superior, WI 54880
T 715.345.2503

Email: Jackie.Macewicz@cn.ca

Private Crossing Application

Cost is \$1000.00 for application*

Once Railroad Company receives the information requested below along with the fee made out to Wisconsin Central Ltd., and if application is approved, Railroad Company will draw up a Private Crossing License Agreement, and will forward two original agreements by mail for applicant's execution. Private Crossing License Agreement will be delayed if Railroad Company receives the required documents separately, incomplete, or inaccurate.

Railroad Company will return a fully executed original of the Private Crossing License Agreement by USmail for Applicant's files and records.

Applicant may not cross Railroad Company property until Private Crossing License Agreement has been fully executed by both parties and returned, along with installation of a new crossing surface if required.

* Fee may be increased for special handling

Please use this form and return by US mail to submit application request for a Private Crossing License Agreement

Contact name –

LEGAL name(s) of Company or Property Owner -

Street Address –

City, State, Zip –

Telephone –

Reason for Private Crossing –

Railroad Milepost Location of Crossing -

GPS Coordinates of Crossing -

DOT# of crossing (if existing) or nearest crossing DOT# -

Width of driveway -

Is driveway paved -

Requested width of crossing (minimum 16', increments of 8') -

Include a map showing the location marked of the proposed crossing

**LICENSE FOR A
PRIVATE ROAD CROSSING**

This License for a Private Road Crossing ("Agreement"), made and entered into as of the _____ day of _____, 201__, by and between the WISCONSIN CENTRAL LTD. (hereinafter referred to as "Railroad Company") whose mailing address is 17641 S. Ashland Avenue, Homewood, Illinois 60430-1345 and _____ (hereinafter referred to as "Licensee") whose mailing address is _____.

WITNESSETH:

IN CONSIDERATION of the mutual covenants and agreements herein set forth, Railroad Company, insofar as it lawfully may, does hereby grant unto Licensee a right or license to construct, maintain and use a private vehicular road upon, over and across the property or right-of-way of Railroad Company (including the track located thereon) at _____ as shown on the print attached hereto as Exhibit A and made a part hereof,

Licensee shall pay to Railroad Company upon execution of this Agreement the sum of **\$1000.00** for preparation and handling of this Agreement. The aforesaid sum is not refundable in the event Licensee elects not to enter upon Railroad Company's property or in the event Railroad Company elects to terminate this Agreement,

Licensee shall at all times conduct its work in accordance with any and all "Special Provisions" which may be appended hereto which, by reference hereto, are hereby made a part hereof.

UPON AND SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. DEFINITIONS.

- (a) Railroad Company's Property. "Railroad Company's Property" shall mean the property shown on the attached print, to the extent owned by Railroad Company, whether owned in full ownership or as a servitude, easement, or right-of-way, including Railroad Company's track, the land on which the track is situated, and any adjacent land of Railroad Company on either side of the track.
- (b) License. "License" shall mean the right granted by Railroad Company to Licensee to construct, maintain and use a private vehicular road, together with a private pedestrian walkway, under the terms and conditions set forth hereinafter.
- (c) License Area. "License Area" shall mean that portion of Railroad Company's Property over and across which the license is granted. The

License Area extends from one edge of the Railroad Company's Property across the track to the opposite edge of the Railroad Company's Property and measures a distance of approximately _____ feet in width on either side of the center line of the roadway, all as more fully shown on the attached print.

- (d) Roadway. "Roadway" shall mean the roadway approaches on either side of the Crossing Proper within the License Area including that portion between tracks where multiple tracks exist.
- (e) Crossing Proper. "Crossing Proper" shall mean that portion of the License Area encompassing an area from end-of-tie to end-of-tie and from end-of-surface to end-of-surface, with a total surface width of approximately _____ feet.
- (f) Licensee's Property. "Licensee's Property" shall mean the property or estate of Licensee to and from which this Agreement provides ingress and egress for Licensee's benefit and use.
- (g) Cost. "Cost" shall mean the actual cost of labor, outside services, equipment and materials plus Railroad Company's then current customary additives for overhead and other indirect costs.

2. USE.

- (a) This Agreement shall only affect and burden the License Area and no other portion of Railroad Company's Property, and the Roadway and Crossing Proper shall be constructed, located, and maintained entirely within the License Area. Licensee shall have no right to use or cross any other portion of Railroad Company's Property or to use the Roadway and Crossing Proper for any purposes other than as expressly permitted herein, and Licensee, as a further consideration, cause, and condition without which this Agreement would not have been granted, agrees to restrict its and its employees', agents' and invitees' use to those purposes and then only to said location and no other for crossing the Railroad Company's Property, including the track.
- (b) Licensee shall not do or permit to be done any act which will in any manner interfere with, limit, restrict, obstruct, damage, interrupt, or endanger Railroad Company's operations or facilities.
- (c) Licensee shall require and shall take all steps necessary to ensure that all persons using the Roadway and Crossing Proper come to a complete stop, look carefully for approaching trains before fouling or crossing Railroad Company's tracks, and yield to any approaching train.
- (d) The Roadway and Crossing Proper shall be used only by Licensee and its employees, agents, contractors, patrons and invitees and then only for private ingress to and egress from Licensee's Property.

- (e) The Roadway and Crossing Proper shall not be used by vehicles of a size, configuration or weight that would damage the tracks, equipment, installations, or facilities of Railroad Company or any equipment, installations, or facilities located on Railroad Company's Property but belonging to third persons unless approved in advance in writing by Railroad Company and then only after suitable precautions have been taken to avoid any such damage.

3. TERM.

- (a) This Agreement shall become effective as of the date first written above and shall continue in effect thereafter until terminated in one of the manners set forth below:
 - (i.) Either party may at any time give the other party written notice of termination specifying the date on which termination shall be effective, provided that such notice shall be delivered at least thirty (30) days in advance of the proposed date of termination.
 - (ii.) Railroad Company shall have the right to terminate this Agreement immediately upon written notice to Licensee if Licensee at any time breaches or fails to perform any of the terms and conditions hereof;
 - (iii.) This Agreement shall terminate through non- use or in any other manner provided by law.
- (b) Unless the parties mutually agree in writing to leave the Roadway and Crossing Proper in place after termination, the termination of this Agreement shall not be effective until all removal and restoration is complete. Termination of this Agreement shall not release Licensee from any liability or responsibility and duty which accrued prior to such termination, removal and restoration.

4. CONSTRUCTION.

The construction of the Roadway, including the necessary grading, culverts and drainage on each side of the Railroad Company's track, shall be performed by Licensee at its own risk and expense, and to the satisfaction of the Railroad Company's authorized representative. Railroad Company will install the Crossing Proper over its track(s), from end-of-tie to end-of-tie, and make all adjustments required in Railroad Company facilities, if any, at Licensee's sole expense. For performance of its work, Licensee shall pay Railroad Company _____ (\$ _____) upon execution by Licensee of this Agreement.

5. NOTIFICATION TO RAILROAD COMPANY.

At least ten (10) days prior to entering upon the Roadway for the purpose of performing any construction or maintenance work hereunder, Licensee shall notify Railroad Company in writing of the type of work to be performed and the date such work will commence. The notice shall be sent to the following address:

Regional Chief Engineer
Wisconsin Central Ltd.
17641 South Ashland Avenue
Homewood, IL 60430

6. SIGHTING AT CROSSING.

Licensee shall arrange to keep each quadrant of the intersection of the Roadway with Railroad Company's track free of bushes, trees, weeds, vegetation, and all other obstructions of any kind that could interfere with a motor vehicle operator sighting an approaching train. If Licensee requires access to Railroad Company's property outside the Roadway to satisfy this requirement, Licensee shall obtain written permission from Railroad Company's authorized representative.

7. RAISING WIRE LINES.

If it should be necessary to raise any wires on Railroad Company's property to provide safe clearance for vehicles, Licensee shall make all arrangements therefor at its own sole risk and expense.

8. MAINTENANCE.

Licensee shall, at its own risk and expense, maintain said Roadway in good and safe condition commensurate with its intended use. Railroad Company shall, at the sole risk and expense of Licensee, maintain the Crossing Proper, however, Railroad Company shall have the right, but not the duty, to perform at Licensee's sole risk and expense, any repair or maintenance on the Roadway that Railroad Company considers reasonably necessary and Licensee shall pay the cost thereof upon receipt of a bill whether made at Licensee's request or otherwise.

9. CROSSING TO BE KEPT FREE OF DEBRIS.

Licensee shall at all times during the term of this Agreement, keep the Railroad Company's track and flangeway free of dirt, rocks or other debris or obstructions (including obstructions to proper drainage) of any kind, and will not permit any condition which might interfere with the safe and efficient operation of trains over the Crossing Proper, or which might damage equipment or facilities belonging to Railroad Company or others, or which might constitute a safety hazard of any kind. If at any time Licensee shall fail to do so, Railroad Company may, at its option, remove any dirt, rocks, debris or obstructions, and Licensee will

pay Railroad Company the cost thereof promptly upon receipt of bill therefor. If the continued or repeated presence of dirt, rocks, debris or obstructions should, in the opinion of Railroad Company, create an operating hazard, Railroad Company may provide protective services at Licensee's expense until such condition is corrected in a manner reasonably satisfactory to Railroad Company, or at its option may immediately terminate this Agreement.

10. UNAUTHORIZED USE.

It shall be Licensee's responsibility and duty to prevent all unauthorized persons from using the License Area and nothing herein shall be construed to relieve Licensee of this responsibility and duty.

11. GATES AND FLAGGING.

Licensee shall, at its own risk and expense, install and maintain any gate or other barrier which Railroad Company indicates is reasonably necessary and shall keep the gates closed when the License Area is not in actual use. Licensee shall, at its own risk and expense, provide whatever protective services Railroad Company shall indicate is necessary. Railroad Company shall have the right, but not the duty, to provide any such protection at Licensee's sole risk and expense and Licensee shall prepay the cost thereof. It is further understood and acknowledged by Licensee that Railroad Company has no obligation or duty to determine the need for any gate or other barrier or the need for protective services.

12. SIGNS, SIGNALS AND WARNING DEVICES.

Railroad Company, at Licensee's sole cost and expense, shall provide, install and thereafter maintain not less than one (1) " PRIVATE CROSSING" sign and post, not less than one ENS sign and two (2) flanger signs and posts (if necessary). It is the Licensee's responsibility to notify Railroad Company of missing or damaged signs and those needing refurbishing.

Licensee acknowledges that Railroad Company has no obligation or duty to give audible warning of the approach of a train, nor erect whistle posts, nor reduce the speed of its trains, nor alter its operations in any manner, owing to the presence or existence of the roadway and crossing proper or other use or exercise of the right or license granted herein. Licensee assumes, at its own risk and expense, sole responsibility for determining if any additional signs, signals or other warning devices are necessary or appropriate for the safety of persons using the License Area and specifically acknowledges that Railroad Company has no obligation or duty whatever to make any such determination. If the installation of any signs, signals or warning devices on the License Area is presently or hereafter required by Railroad Company, law or by competent public authority, or is otherwise requested by Licensee, same shall conform to any then currently applicable practices of the Railroad Company for such devices as to design, material and workmanship and all costs incurred by the Railroad Company related to the

installation, operation, maintenance, renewal, alteration and upgrading thereof shall be solely borne by Licensee.

13. INDEMNITY.

AS A FURTHER CONSIDERATION FOR THE LICENSE HEREIN GRANTED, AND AS A CONDITION WITHOUT WHICH THE LICENSE WOULD NOT HAVE BEEN GRANTED, LICENSEE AGREES TO THE FULLEST EXTENT ALLOWED BY LAW, REGARDLESS OF ANY NEGLIGENCE OR OTHER LEGAL FAULT BY OR ON THE PART OF RAILROAD COMPANY OR ITS OFFICERS, EMPLOYEES OR AGENTS, FULLY TO DEFEND, INDEMNIFY AND SAVE HARMLESS RAILROAD COMPANY AND ITS OFFICERS, EMPLOYEES AND AGENTS, FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, ACTIONS AND CAUSES OF ACTION, AND TO ASSUME ALL RISK, RESPONSIBILITY AND LIABILITY (INCLUDING ALL LIABILITY FOR EXPENSES, ATTORNEY'S FEES AND COSTS INCURRED OR SUSTAINED BY RAILROAD COMPANY, WHETHER IN DEFENSE OF ANY SUCH CLAIMS, DEMANDS, ACTIONS AND CAUSES OF ACTION OR IN THE ENFORCEMENT OF THE INDEMNIFICATION RIGHTS HEREBY CONFERRED),

- (A) FOR DEATH OF OR INJURY TO ANY AND ALL PERSONS, INCLUDING BUT NOT LIMITED TO THE OFFICERS, EMPLOYEES, AGENTS, PATRONS, INVITEES AND LICENSEES OF THE PARTIES HERETO, AND FOR ANY AND ALL LOSS, DAMAGE OR INJURY TO ANY PROPERTY WHATSOEVER, INCLUDING BUT NOT LIMITED TO THAT BELONGING TO OR IN THE CUSTODY AND CONTROL OF THE PARTIES HERETO, IN WHOLE OR IN PART ARISING FROM, GROWING OUT OF, OR IN ANY MANNER OR DEGREE DIRECTLY OR INDIRECTLY CAUSED BY, ATTRIBUTABLE TO OR RESULTING FROM THE GRANT OR EXERCISE OF THIS LICENSE, THE FAILURE OF LICENSEE TO CONFORM TO THE CONDITIONS OF THIS AGREEMENT, WORK PERFORMED BY RAILROAD COMPANY FOR LICENSEE UNDER THE TERMS OF THIS AGREEMENT, WORK PERFORMED BY LICENSEE UNDER THE TERMS OF THIS AGREEMENT, OR FROM THE CONSTRUCTION, INSTALLATION, MAINTENANCE, REPAIR, RENEWAL, ALTERATION, CHANGE, RELOCATION, EXISTENCE, PRESENCE, USE, OPERATION OR REMOVAL OF ANY STRUCTURE INCIDENT THERETO, AND**
- (B) FOR DEATH OF OR INJURY TO THE OFFICERS, EMPLOYEES, AGENTS, PATRONS, INVITEES AND LICENSEES OF LICENSEE AND FOR ANY AND ALL LOSS, DAMAGE OR INJURY TO THEIR PROPERTY, AND TO ANY PROPERTY BELONGING TO OR IN THE CARE, CUSTODY OR CONTROL OF LICENSEE, IN WHOLE OR IN PART ARISING FROM, GROWING OUT OF, OR IN ANY MANNER OR DEGREE DIRECTLY OR INDIRECTLY CAUSED BY, ATTRIBUTABLE TO OR RESULTING FROM THE CONDUCT OF ANY RAILROAD**

**OPERATIONS AT OR NEAR THE AREA IN WHICH THE HEREIN
CONFERRED LICENSE IS GRANTED OR EXERCISED.**

IT IS THE INTENTION OF THE PARTIES HERETO THAT LICENSEE SHALL BY SOLELY RESPONSIBLE FOR ALL SUCH DESTRUCTION OR DAMAGE TO PROPERTY OR FOR PERSONAL INJURY TO OR DEATH OF ANY PERSONS WHICH WOULD NOT HAVE OCCURRED IF SUCH PRIVATE ROAD CROSSING HAD NEVER BEEN CONSTRUCTED OR USED.

LICENSEE SHALL AT ITS SOLE EXPENSE JOIN IN OR ASSUME, AT THE ELECTION AND ON DEMAND OF RAILROAD COMPANY, THE DEFENSE OF ANY CLAIMS, DEMANDS, ACTIONS AND CAUSES OF ACTION HEREUNDER ARISING. THE WORD "RAILROAD COMPANY" AS USED IN THIS SECTION SHALL INCLUDE THE ASSIGNS OF RAILROAD COMPANY AND ANY OTHER RAILROAD COMPANY THAT MAY BE OPERATING UPON AND OVER THE TRACKS CROSSING THE LICENSE AREA.

14. INSURANCE.

Licensee shall procure and maintain during the life of this Agreement COMMERCIAL GENERAL LIABILITY INSURANCE which will insure the indemnity undertaking hereinabove set forth. Such insurance shall have a minimum combined single limit of \$5,000,000 per occurrence with an aggregate limit of \$10,000,000 per annual policy period and said insurance shall be deemed primary as it relates to this Agreement. Licensee shall furnish the Railroad Company at the address shown below in this Section with a certificate evidencing that such insurance is in full force and effect and that the same will not be cancelled, terminated, or not renewed without at least thirty (30) days advance written notice by the insurance carrier to the Railroad Company. Such insurance shall include a complete waiver of subrogation by the insurer, a removal of any railroad exclusion through issuance of endorsement CG 24 17, and inclusion of the Railroad Company as an additional insured. In addition to other information, the certificate shall contain the following language:

Notwithstanding anything contained therein to the contrary, the Commercial Liability Insurance hereinabove referred to is extended to specifically insure the indemnity obligations assumed by _____ under Section 13 of an Agreement dated _____ with Wisconsin Central Ltd. covering use of Railroad Company's Property for a private road crossing. Insurer shall not cancel, terminate, or allow to lapse by reason of nonrenewal the policy without providing Wisconsin Central Ltd. at least thirty (30) days' advance written notice, said notice to be sent via certified mail to:

Regional Chief Engineer
Wisconsin Central Ltd.
17641 Ashland Avenue
Homewood, Illinois 60430-1345

15. REMOVAL OF ROADWAY AND CROSSING PROPER.

Prior to termination of this Agreement, Licensee shall remove its Roadway from Railroad Company's Property (except for the Crossing Proper located between the ends of ties) and restore the Railroad Company's Property, as near as may be, to its former condition insofar as such restoration may in the opinion of Railroad Company's duly authorized representative be practical, all at Licensee's sole risk and expense. If Licensee fails to so remove and restore, Railroad Company shall have the right, but not the obligation, to do so at Licensee's sole risk and expense. Upon termination, Railroad Company shall have the right, but not the duty, to remove the Roadway and Crossing Proper and to restore the Railroad Company's Property, all at Licensee's sole risk and expense. Licensee shall pay the cost of any work performed by Railroad Company upon presentation of a bill. Railroad Company shall have the right to require Licensee to deposit the estimated cost of any or all removal or restoration work involving the Roadway and/or Crossing Proper or to furnish an acceptable performance bond in such amount upon execution of this Agreement or at any time thereafter to assure complete performance under this Section.

16. ASSIGNMENT.

Licensee shall not have the right to assign this Agreement without first obtaining the consent in writing of the Railroad Company, which consent will not be unreasonably withheld.

17. TAXES.

The Licensee shall pay all taxes, general and special, license fees or other charges which may become due or which may be assessed against the premises of the Railroad Company because of the construction, existence, operation or use of said Roadway and Crossing Proper, or the business conducted in connection with said facility, and shall reimburse the Railroad Company for any such taxes, license fees or other charges which may be paid by the Railroad Company upon the presentation of bills therefor.

18. NON-CONVERSION TO PUBLIC USE.

Licensee agrees to take no action of any kind whatsoever or to allow any third person to take any action which would result in the conversion of this License Area from a private road crossing to a public road crossing over Railroad

Company's Property. In the event of a breach of this condition by the Licensee, the Licensee shall be liable for all damages incurred by the Railroad Company as a result of such breach.

19. BILLS.

All bills submitted by the Railroad Company to Licensee pursuant to the terms of this Agreement shall be paid by Licensee within fifteen (15) days of receipt thereof.

20. ENFORCEABILITY.

In the event that any parts, sections or other portions of this Agreement are found unenforceable under the applicable law of any courts having jurisdiction over this Agreement, the remaining parts, sections or other portions thereof and the enforcement of same shall not be affected and shall otherwise remain in full effect and enforceable.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in duplicate as of the date first above written.

WISCONSIN CENTRAL LTD.

By _____
Tom Bourgonje
Regional Chief Engineer Regional Chief

By _____

Title: _____

SPECIAL PROVISIONS

**RELATIVE TO FLAGGING AND OTHER PROTECTION OF RAILROAD COMPANY TRAFFIC
AND FACILITIES DURING CONSTRUCTION ADJACENT AND ABOVE, ON OR ACROSS,
THE PROPERTY OF, OR ON, ABOVE AND BENEATH THE TRACKS OF THE
WISCONSIN CENTRAL LTD.**

The Licensee shall, before entering upon the property of Railroad Company for performance of any work, secure a fully executed right of entry license from Railroad Company's Engineering Manager or their authorized representative for the occupancy and use of Railroad Company's property. Licensee shall confer with Railroad Company relative to requirements for railroad clearances, operation and general safety regulations.

Prior to any entry onto Railroad Company's property, employees and/or contractor(s) of Licensee doing work shall determine by the guidelines hereinafter provided and by the work to be All employees or subcontractors of Licensee not hired by Railroad Company performing work on Railroad Company property are required to take the basic safety and security tests through www.contractororientation.com

Contractor Orientation provides the basic safety, security and personal protective equipment requirements for Railroad Company. Licensees and/or their contractors may find more information on registering at www.contractororientation.com. Licensees and/or their contractors must register and follow the CN links to take the course labeled "Contractor Orientation / Security Awareness Course and Test English."

All employees and/or contractor(s) of Licensee hired by Railroad Company, whose duties include and who are engaged in the inspection, construction, maintenance, or repair of railroad track, bridges, roadway, signal and communication systems, roadway facilities, or roadway machinery that will work foul of or have the potential to foul a live track are considered Roadway Workers under FRA regulations and CN Policy. They must complete the On-Track Safety Training course approved by Railroad Company and provided by R.R. Safety – AMR, P.O. Box 75, Lomira, WI 53048, telephone (920) 517-1677, email rrsafetytraining@yahoo.com. This training must be repeated at least once each calendar year.

- a. EXCEPTION: Railroad Company has exempted those employees of contractors providing paving services at a road crossing under construction or repair from this requirement.
- b. EXCEPTION: Railroad Company has exempted those it classifies as "Delivery Persons" from this training. This will include contractors such as UPS, FedEx, trucking companies, etc. who merely access the property to supply materials or equipment.
- c. All the employees and/or contractor(s) of Licensee who will operate on-track machinery or those who will provide protection for other employees and/or contractor(s) of Licensee must also be trained on CN US Operating Rules pertaining to their duties. They must take and pass the required examination. This training is good for a period of two years.
- d. "Potential to foul a live track" is considered, at a minimum, to be working within twenty-five feet of the track; or as otherwise to be determined by CN Design & Construction Department.

The employees, contractor(s) , and/or agents of the Licensee and/or its contractor shall qualify for, and make available for inspection to Railroad Company's employees or other authorized personnel at all times while on Railroad Company property, a photo identification

issued by www.contractororientation.com along with at least one other government-issued form of identification. Licensee and/or their contractor shall bear all costs of compliance with the requirements of this Section. Railroad Company reserves the right to bar any of employees or agents of Licensee and/or their contractor from Railroad Company's property at any time for any reason.

Licensee and/or any contractor engaged on their behalf, shall at all times conduct work in a manner satisfactory to the Engineering Manager of Railroad Company, or their authorized representative, and shall exercise care so as to not damage the property of Railroad Company, or that belonging to any other grantees, licensees, permittees or tenants of Railroad Company, or to interfere with railroad operations.

Engineering Manager of Railroad Company, or their authorized representative, will at all times have jurisdiction over the safety of railroad operations., The decision of the Engineering Manager or their authorized representative as to procedures which may affect the safety of railroad operations shall be final, and Licensee and/or their contractor shall be governed by such decision.

All work shall be conducted in such a manner as will assure the safety of Railroad Company. Railroad Company's authorized representative shall have the right, but not the duty, to require certain procedures to be used or to supervise the work on Railroad Company's property.

Should any damage occur to Railroad Company property as a result of the authorized or unauthorized operations of Licensee and/or their contractor and Railroad Company deems it necessary to repair such damage or perform any work for the protection of its property or operations, the Licensee and/or their contractor, as the case may be, shall promptly reimburse Railroad Company for the actual cost of such repairs or work. For the purpose of these Special Provisions, actual cost shall be deemed to include the direct cost of any labor, materials, equipment, or contract expense plus Railroad Company's current standard additives in each instance.

All work shall be conducted in such a manner as will assure the safety of Railroad Company. Railroad Company's authorized representative shall have the right, but not the duty, to require certain procedures to be used or to supervise the work on Railroad Company's property. Any accidents / incidents occurring on Railroad Company property, that result in or had the potential of causing serious injury, lost work days, vehicle or property damage must be reported to the Railroad Company representative within 24 hours. All such incidents will be fully investigated by the Licensee and/or their contractor. The Licensee shall subsequently provide a written report to Engineering Manager of Railroad Company, or their authorized representative, within seven (7) days detailing the nature of the incident, the cause(s), regulatory authorities notified, and a specific action plan to prevent recurrence.

Licensee shall promptly notify Railroad Company of any releases of fuel or other equipment fluids from Licensee's activities hereunder that exceed five (5) gallons in volume. Releases of fuel or fluids amounting to five (5) gallons or less shall be documented by Licensee and reported to Railroad Company on a monthly basis. Licensee shall be solely responsible for reporting a) releases of hazardous substances, materials and wastes from Licensee's activities hereunder in excess of the reportable quantity, and b) releases of petroleum products from Licensee's activities hereunder causing a sheen on any water of the United States, to the appropriate governmental authorities and the Railroad Company.

If the work requires the construction of a temporary grade crossing across the track(s) of Railroad Company, Licensee and/or their contractor shall make the necessary arrangements and execute Railroad Company's temporary grade crossing agreement for the construction, protection, maintenance, and later removal of such temporary grade crossing. The cost of such temporary grade crossing construction and later removal shall be prepaid to Railroad Company. Additional costs for repairs, maintenance or protection will be paid within thirty (30) days upon receipt of bill(s) therefor.

Licensee and/or their contractor shall at no time cross Railroad Company's property or tracks with vehicles or equipment of any kind or character, except at such temporary grade crossing as may be constructed as outlined herein, or at any existing and open public grade crossing. Operation over such crossing shall be at the direction and method of Railroad Company's Engineering Manager or their authorized representative.

Railroad Company may, at Licensee's and/or their contractor's sole cost, risk and expense, furnish whatever protective services it considers necessary, including, but not limited to, flagger(s), inspector(s), and stand-by personnel. Flagging protection, inspection services, or standby personnel required by Railroad Company for the safety of railroad operations because of work being conducted by Licensee and/or their contractor, or in connection therewith, will be provided by Railroad Company and the cost of Licensee and shall be prepaid to Railroad Company by Licensee and/or their contractor. Flagging protection, inspection services, or standby personnel, necessary or provided in excess of prepayment amounts will be billed at the proper rates and will be promptly paid by overnight delivery.

In the event Railroad Company is unable to furnish protective services at the desired time or on the desired date(s), or if Licensee's prepayment for such services is exhausted and not replenished by Licensee and/or their contractor, Licensee and/or their contractor shall not perform any work on Railroad Company's property until such time and date(s) that appropriate Railroad Company services can be made available and/or appropriate prepayment is received. It is understood that Railroad Company shall not be liable for any delay or increased costs incurred by Licensee and/or their contractor owing to Railroad Company's inability or failure to have appropriate protective services available at the time or on the date requested.

Licensee and/or their contractor shall request and secure flagging protection by written notice to Railroad Company using CN's "Request for Flagging Services" form. This form must be submitted at least ten (10) working days in advance of proposed performance of any work or access to Railroad Company's property.

Flagging protection will be required during any operation involving direct and potential interference with Railroad Company's tracks or traffic. This may include but is not limited to fouling of railroad operating clearances, reasonable proximity of accidental hazard to railroad traffic, work within twenty-five (25) feet horizontally of the nearest centerline of any railroad track, any work over any railroad track, or in any other condition that Railroad Company deems protective services necessary, which may include work on or off Railroad Company's property more than twenty-five (25) feet from the nearest centerline of any railroad track, such as any equipment extension (including but not limited to a crane boom) that will reach or has the potential to reach within twenty-five (25) feet of any track.

Licensee and/or their contractor shall request, prepay, and secure Railroad Company signal facility locates by written notice to Railroad Company along with submission of CN's "Request for Flagging Services" form at least ten (10) working days in advance of proposed performance of any work or access to Railroad Company property. Notice to Railroad Company does not fulfill or satisfy any other notification requirements for utility locates for non-railroad facilities.

Railroad Company may require that prior to digging, trenching, or boring activities on or near Railroad Company property, or beneath any railroad track, an on-site meeting be conducted with Railroad Company's Signal Department representative. No digging, trenching or boring activities shall be conducted in the proximity of any known buried Railroad Company signal cables without Railroad Company's Signal Department representative being present.

The rate of pay for Railroad Company employees will be the prevailing hourly rate for not less than eight (8) hours for the class of labor at regular rates during regularly assigned work hours, and at overtime rates outside of regular hours and in accordance with Labor Agreements or Schedules plus Railroad Company's current standard additives in each instance.

Wage rates are subject to change, at any time, by law or agreement between Railroad Company and employees, and may be retroactive because of negotiations or a ruling by an authorized Governmental Agent. If the wage rates are changed, Licensee and/or their contractor shall pay on the basis of the new rates and/or additives.

No digging, trenching, or boring on Railroad Company property shall be conducted without Railroad Company's written approval of the plans that were furnished to Railroad Company's Engineering Manager at least thirty (30) in advance of the excavation.

The following temporary clearances are the minimum that must be maintained at all times during any operation on or adjacent to Railroad Company property:

Vertical: 22'-0" (7.00 m) above top of highest rail within 12'-0" (3.81 m) of the centerline of any track

Horizontal: 12'-0" (3.81 m) from centerline of the nearest track, measured at right angles thereto

If lesser clearances than the above are required for any part of the work, Licensee and/or their contractor shall secure written authorization from Railroad Company's Engineering Manager for such lesser clearances in advance of the start of that portion of the work.

No materials, supplies, or equipment will be stored within twenty-five (25) feet from the centerline of any railroad track, measured at right angles thereto.

Licensee and/or their contractor will be required upon the completion of the work to remove from within the limits of Railroad Company's property all machinery, equipment, surplus materials, false work, rubbish or temporary buildings, and to leave said property in a condition satisfactory to the Engineering Manager of Railroad Company or their authorized representative.

Nothing in these Special Provisions shall be construed to place any responsibility on Railroad Company for the quality or conduct of the work performed by Licensee and/or their contractor hereunder. Any approval given or supervision exercised by Railroad Company hereunder, or failure of Railroad Company to object to any work done, material used, or method of operation shall not be construed to relieve Licensee and/or their contractor of any obligations pursuant hereto or under the License these Special Provisions are appended to.

Accepted: _____

Print Name: _____

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

April 19, 2022

Title:

Comprehensive Plan Amendment – Village Center Plan

Issue:

The Village Board is asking the Plan Commission to recommend changes to the Comprehensive Plan, specifically the Village Center Plan.

Background and Additional Information:

At the February Village Board meeting, the Board made several motions related to the Comprehensive Plan and the Village Center Plan that is part of it. Below are the Village Board motions:

1. Motion: To refer the comprehensive plan back to the Plan Commission to update the plan and address eliminating the multifamily units. Motion Passed 7-0
2. Motion: To direct the Plan Commission to modify the Village Center conception plan by removing multifamily units. Motion Passed 7-0
3. Motion: To direct staff and the Plan Commission to work with the fire chief to determine a site plan for a future public safety building within the comprehensive plan. Passed 7-0

The Plan Commission is asked to review the Comprehensive Plan and the Village Center concept plan to remove/eliminate multi-family housing as a use and to select a location for a future public safety building (sheriff/fire). The location could be on the property the Village owns on County Road N or it could be in another location. Staff has already been in contact with the Fire Chief about a location. The preferred location is along the County Road N corridor north of Highway 10. In further discussions, a location just off of County Road N either on the north or south side of Manitowoc Road is desirable. The Fire Chief believes 4-acres will be needed, but additional land should be identified for possible future expansion. The area east of County Road N and south of Manitowoc Road is identified as future Industrial in the Comprehensive Plan, this may be a good location in order to keep the public safety building out of a residential area. The further north the better as there may be opportunities with Buchanan Fire Department.

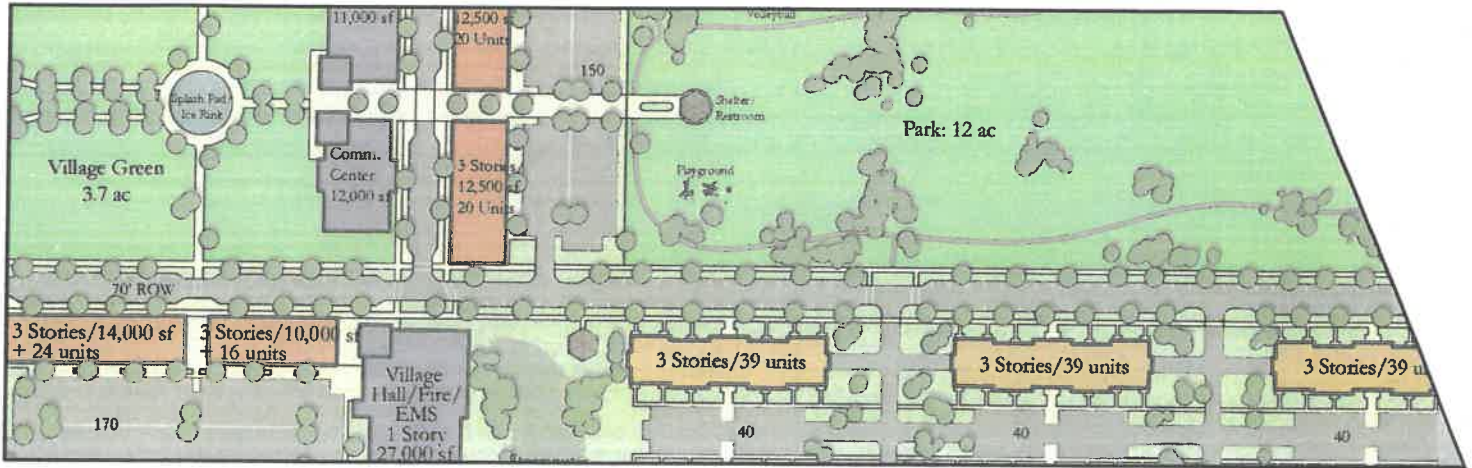
Staff would like to have a brief discussion on the process for amending the Comprehensive Plan, which includes the Village Center plan, as well as what options there are when amending.

Recommended Action:

None. Discussion item only.

Attachments:

- Land Use Chapter of Comprehensive Plan
- Future Land Use Map
- Zoning Code Village Center Overlay District



VILLAGE CENTER PLAN

VILLAGE OF HARRISON

FEBRUARY 2017



ACKNOWLEDGEMENTS

We would like to thank the Village and Town Board, the Plan Commission, and Village Staff for their role in this Plan. These individuals include:

Village Board

James Salm, President
Tamra Nelson
Dave LaShay
Kevin Heitpas
Joseph Sprangers
Ryan "Buddy" Lisowe
Tyler Moore

Plan Commission

Darlene Bartlein, Chair
Dennis Reed
Jerry Bartlein
Kevin Hietpas
Jim Fochs
Jim Lincoln

Steering Committee

Dave LaShay, Village Board
Todd Romenesko, Calumet County
Bob Mayfield, Kimberly Area School District
Jim Fochs, Plan Commission
Matthew Payette, Calumet County
James Salm, Village President
Mark Duerwaechter, Kaukauna Area School District
Bob Drifka, Drifka Group, Inc.
Rich Kindschi, Blanchard Institute
Andy Uecker, Rucon Construction
Paul Klister, Commercial Horizons
Dave Schmalz, McMahon Associates

Village Staff

Travis Parish, Village Manager
Mark Mommaerts, Planner
Jennifer Weyenberg, Clerk
Carie Krause, Deputy Clerk
Bob Kesler, Public Works Director

Village Center Plan prepared by:

Vierbicher
999 Fourier Drive Ste. 201
Madison, WI 53717
608.826.0532
www.vierbicher.com

Plan Adopted by Village of Harrison on
February 28, 2017

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- 4.2 Implementation

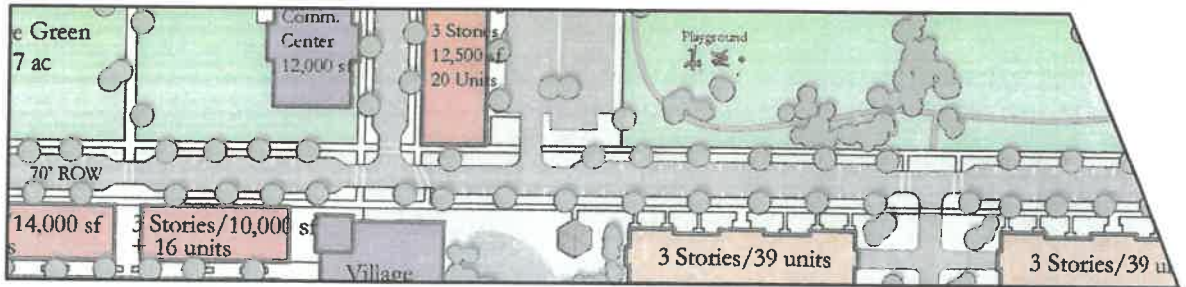
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INTRODUCTION

INTRODUCTION

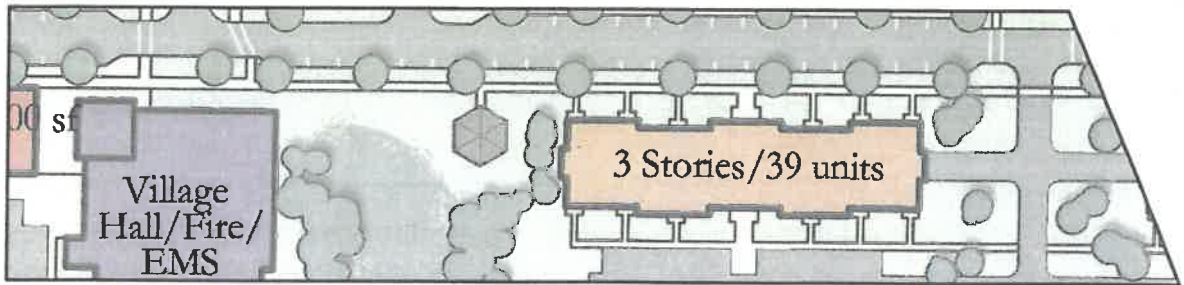
The Village of Harrison incorporated in 2013 from the Town of Harrison and Town of Buchanan. The Town of Harrison completed a Comprehensive Plan in 2004 with an update in January of 2010. However, considering the incorporation of the Village of Harrison and the growth impacting the community, it was prudent to complete a new Comprehensive Plan for the Village. Furthermore, The Wisconsin Department of Administration estimates the Village and Town of Harrison will grow 70% between 2010 and 2040. Harrison is the fifth-fastest growing municipality in Wisconsin and the fastest of those with populations greater than 10,000.

The number of housing units in the Village and Town are expected to increase from approximately 3,980 in 2015 to 4,670 in 2020 and over 6,000 by 2030. The Village of Harrison should be prepared to add 100-150 units per year based on these estimates. That ranges from 1,200 to 1,800 units over a 12 year period. Thus, the Village of Harrison decided to create a Village Center Plan to guide the development of the proposed Village Center. The Village Center is intended to be a mixed-use district that will also function as a focus for civic events, entertainment, and leisure activity in the community

Chapter one discusses the planning process undertaken to formulate the final concept plan for the Village Center, which included feedback from the public gathered at three open house meetings, an online survey, a fourth public engagement opportunity, along with review and discussion by the steering committee, village staff, Village Board, and the Plan Commission. Three initial concept plans were produced for the Village Center, and feedback was sought from the public and Village officials on the ideas presented. Feedback was used to create the final Concept Plan discussed in chapter two and shown on page 2.5.

Design guidelines to implement the Final Concept Plan begin on page 3.1. The Design Guidelines are to establish well planned mixed-use development that promotes economic diversification, employment opportunities, residential uses, and pedestrian activity.

Finally, strategies for implementing the Village Center Concept Plan are listed in a chart in chapter four along with a general business list developed from the Market Analysis, a specific retail list, and a developer list.



CHAPTER 1: PLANNING PROCESS

PLANNING PROCESS

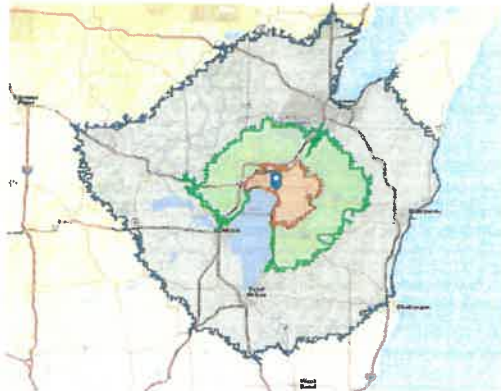
Background

Detailed planning for the Village Center began with a Market Analysis, that was completed separately. The following briefly summarizes the Market Analysis.

Harrison has a local workforce of about 5,900 according to the 2014 American Community Survey, of which all but 300 commute out of the community for work on a daily basis. It is important to continue attracting employers to the community, as a substantial daytime worker population can be a significant element in establishing a retail node. The local retail area (within a 15-minute drive of the community) skewed heavily to the north and west, where about 80% of spending occurs. The regional trade area stretches up to 70 miles away from the geographic center of the village and includes the cities of Green Bay, Manitowoc, Oshkosh, and Fond du Lac.

\$207 million of goods were in demand within the Village and Town boundary, but consumers spent only \$25 million in Harrison. There is a 12% increase in income projected for the municipality by 2020. Additionally, Vierbicher identified several metro-wide retail recruitment targets for the region to pursue that would benefit the Village and Town. In particular, three target sectors have a high business potential for Harrison—an electronics and appliance store, a full-service restaurant, and a gas station. Additional targets for retail recruitment include a grocery store, a pharmacy, and another full-service restaurant, all of which require more households to satisfy the market demand.

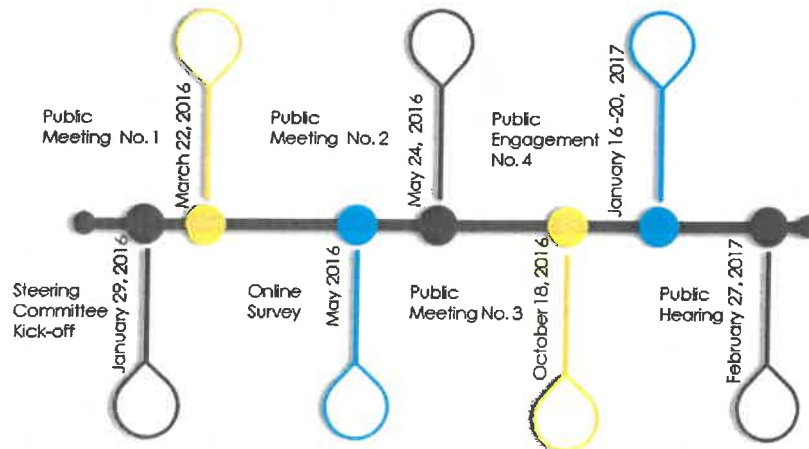
The Village Center will compete with established and emerging developments. In general, retail centers will be located near major highways and major population hubs, and have anchor businesses/entertainment destinations.



Public Participation

As part of the planning process, Vierbicher and village staff organized a series of public meetings with stakeholders and residents to inform, engage, and obtain feedback on initiatives and plans for the future Village Center. These meetings took several different forms, including small group discussions, presentations, and stakeholder interviews. Additionally, an online survey was made available between the first and second public meeting. Figure 1 displays the timeline of the first steering committee meeting.

Figure 1.1: Public Participation Timeline



the public meetings, the online survey, and the public hearing. While not shown on the timeline, the steering committee met continuously throughout the planning process. Descriptions and results of these meetings are included in the following sections.

Public Meeting #1

At the March 22, 2016, open house, Vierbicher introduced the project approach and timeline along with a public participation plan that features additional public meetings, stakeholder focus groups, steering committee input, online survey and interactive online platform use, and additional community events. The meeting also discussed Comprehensive Plan goals, Village Center goals, and new overall goals for the municipality.

During the public input portion of the meeting, attendees were asked to discuss the following questions to assess their vision for the community's future:

- What's your vision for Harrison?
- What do you like about Harrison?
- What makes you excited?
- What don't you like?
- What makes you anxious?
- Where should the Village Center be located?
- What should the Village Center be like?

The responses from attendees were classified as strengths, weaknesses, opportunities, or threats.

Strengths:

- Rural feel, but close to urban area
- Kimberly School District
- Low Taxes
- Access to natural amenities
- Friendly, good people
- Community Pride

Weaknesses:

- Traffic
- Speeding
- Hard to find Fire dept. volunteers
- Suburban expansion
- Haphazard development
- Not enough trails
- No shoulders
- Limited safe routes to schools
- No community pool

- No Parks departments
- Slow police response times
- Poor water system
- Village to public communication

Opportunities:

- Economic growth
- Re-uniting Town and Village
- Expanding trail system
- New ball fields and parks
- Eisenhower extension
- CTH LP improvements
- Expansion & extension of utilities

Threats:

- Development pressures/urbanization
- Schools needed
- Growing too fast
- Funding public improvements
- Property tax increases
- Property value instability due to market
- Storm sewer/drainage infrastructure
- Traffic
- Eisenhower extension

Online Survey

An online survey was made available to the residents to give feedback on the nine elements of the Comprehensive Plan and the Village Center Plan. A total of 149 people completed the online survey. The survey asked respondents for their thoughts and comments on housing, transportation, land use, community character, utilities, businesses, agricultural resources, parks, commercial activity, primary entryways to Harrison, and intergovernmental cooperation.

Respondents noted a high need for shops, retail, grocery and drug stores along with restaurants and coffee shops. The respondents commented that they would like to see additional businesses such as a sports complex, doctors office, repair shops, gas station, hotel, and yoga studio or athletic gym. Respondents commented that Highway 10, Highway 114, County N, and County KK were the most appropriate areas and corridors for general commercial development. The majority of respondents disagreed (35.3%) that there should be a greater mix of housing units. In the comments section and from the visual preference survey conducted in public meeting #2, it is evident that the community did not

want to see large apartment complexes. The preference was for smaller apartment complexes and townhomes. Additionally, the respondents noted a high need for more open space, trails, and parks.

Public Meeting #2

On May 24, 2016, Vierbicher presented information about "Village Centers," and examples of development within the Village Center along with general trends occurring in communities across the country, including growth in senior and "Millennial" population segments, growth in apartments/attached housing units, consumer preference for "the Main Street" shopping experiences instead of enclosed malls, and a return of the population to urban areas. Additionally, Vierbicher presented the Village of Harrison Market Analysis. The meeting participants had the opportunity to review and comment on the following:

- Visual preference survey
- Open Space
- Village Center location
- Programming and mobility

Site Design

The Visual preference survey demonstrates the type of building design desired for the Village Center. The Visual Preference Survey asked people to rate a series of 30 pictures in three categories (commercial, mixed-use, and multi-family residential) from 1 (worst) to 5 (best). The best two and the worst two from each category are shown on the following pages (the number shown is the average rating).

A general pattern emerges when looking at the best-ranked and worst-ranked photos. People generally liked buildings of three stories or less that used a variety of high-quality façade materials in a variety of colors, pedestrian-friendly features such as awnings, variation in architectural detailing to visually break up walls. "Village" style sloped roofs tended to score higher as well. Feedback from the survey has been used to draft the concept design and the design guidelines in Chapter 3.

Commercial Best #1 3.69



Commercial Best #2 3.59



Commercial Worst #1 1.64



Commercial Worst #2 2.40



Mixed Use Best #1 3.43



Multifamily Best #1 3.41



Mixed Use Best #2 2.90



Multifamily Best #2 3.05



Mixed Use Worst #1 1.68



Multifamily Worst #1 1.91



Mixed Use Worst #1 2.39



Multifamily Worst #2 1.98



Public Realm

The public realm station offered opportunities to provide feedback on the design aspects:

Public space:

Participants preferred a central common area with a series of smaller spaces.

Design of the central common area:

Participants preferred more green area for picnics, lounging, frisbee, and outdoor performances.

Programming for smaller parks:

Participants wanted a good mix of active uses (playgrounds, splashpads, or sport courts) and passive uses (reading, people watching or socializing).

Public event space:

Strong support was expressed for a farmers market, outdoor movies/concerts/theater, food/cooking festivals, and art/craft festivals.

Event attendance:

A majority of participants indicated they would attend events at the Village Center on a monthly basis, while three of the nine reported they would attend events once a year.

Parking design:

A majority of participants said they would be willing to park and walk to shops rather than needing to see parking directly in front of their intended destination.

Sidewalk design in commercial areas:

The majority of participants wanted sidewalks wide enough for sidewalk cafes, shoppers, and landscaping.

Bicycling:

Participants felt it was essential to accommodate bicycling to encourage alternate modes of travel.

Terrace design:

There was a show of support for a traditional, formal terrace area with landscaping and street furniture where appropriate.

Street furniture:

Participants noted they prefer a modern spin on traditional style while one participant noted classic materials.

Desired Businesses

There was a variety of desired retail, restaurant, and service establishments suggested for the Commercial Core, with a focus on stores and services that meet the daily and weekly needs of the population. A majority of participants noted restaurants, banks, law offices, and shopping as the most important businesses. Some also noted personal services such as dentists, and municipal services such as post offices. The last two items were housing opportunities and parks/open space.

Site Plan Development & Steering Committee Meeting

Three site concept design plans were developed for discussion with the steering committee and village staff based on feedback from the public meetings, online surveys, and market analysis. The initial three site locations were selected based on future land use, acreage, proximity to major intersections, and speed limits. The initial three sites locations were:

Site A – Highway 10 and State Park Road

Site B – Highway 10 and County Road N

Site C – Highway 14 and County Road N

The steering committee reviewed the draft concept design plans for each site and provided input on the building layout, road network, civic building location, green space, and parking layout. During the steering committee discussion, several issues were presented about the site C location, such as proximity to wetlands and soils for development. Considering this information, an alternative site C was proposed and discussed with the village staff before public meeting #3. The alternate site C located off Highway N and Manitowoc Road was recently purchased by the Village. An alternative site C concept was designed with comments from the steering committee meeting.

Public Meeting #3

At the third public meeting, participants were given an overview of the previous meetings, along with issues and opportunities in the Village. Meeting attendees participated in three activity stations. At the first activity station, participants selected from one of four vision statements produced by the steering

committee. At the second activity station, participants gave input on the goals, objectives, and policies for the Comprehensive Plan. At the third activity station, participants provided feedback on the three concept design plans.

Participants were asked to rank the building layout, bicycle and pedestrian network, civic building location, greenspace system, a mix of land uses, parking layout, and road network.

Overall, the meeting participants liked the concept design plans. Not much input was provided for site A or B except that the location was not ideal because of traffic and the roundabout at site B. Site C received the most votes and very few comments. The comments mainly referred to commercial development blocking the park view and moving the Village Hall to an external road because of fire station access. One overall comment suggested more space for sports (baseball, tennis, etc.).

Public Engagement #4

In January 2017, the community had an opportunity over the course of a week to stop by the Municipal Hall to provide feedback on the final concept design plan and the future land use map using a comment form. The Village received one comment back from the community. The comment was positive regarding the "downtown" business center because the community member thinks it will create

a sense of community. The community member wants to see more specific transportation network elements that connect to the neighboring properties.

Concept Design Plans

The concept design plans were created to illustrate the potential development of the three sites. Figure 1.2 identifies the three locations so that the community can select their preferred site and design. The three concept plans are provided in the following pages.

Site Plan A

This site contained the most residential units with 413 units. The anchor retail faced Highway 10 and State Park Road. Green space is on the eastern side of the development along with the Village Green in the center of the commercial area.

Site Plan B

This site contained the least amount of acres along with space provided for each land use (commercial, mixed-use, civic, residential, and open space). The buildings were clustered on the southern portion of the development with the Village Green in the center of the buildings.

Site Plan C

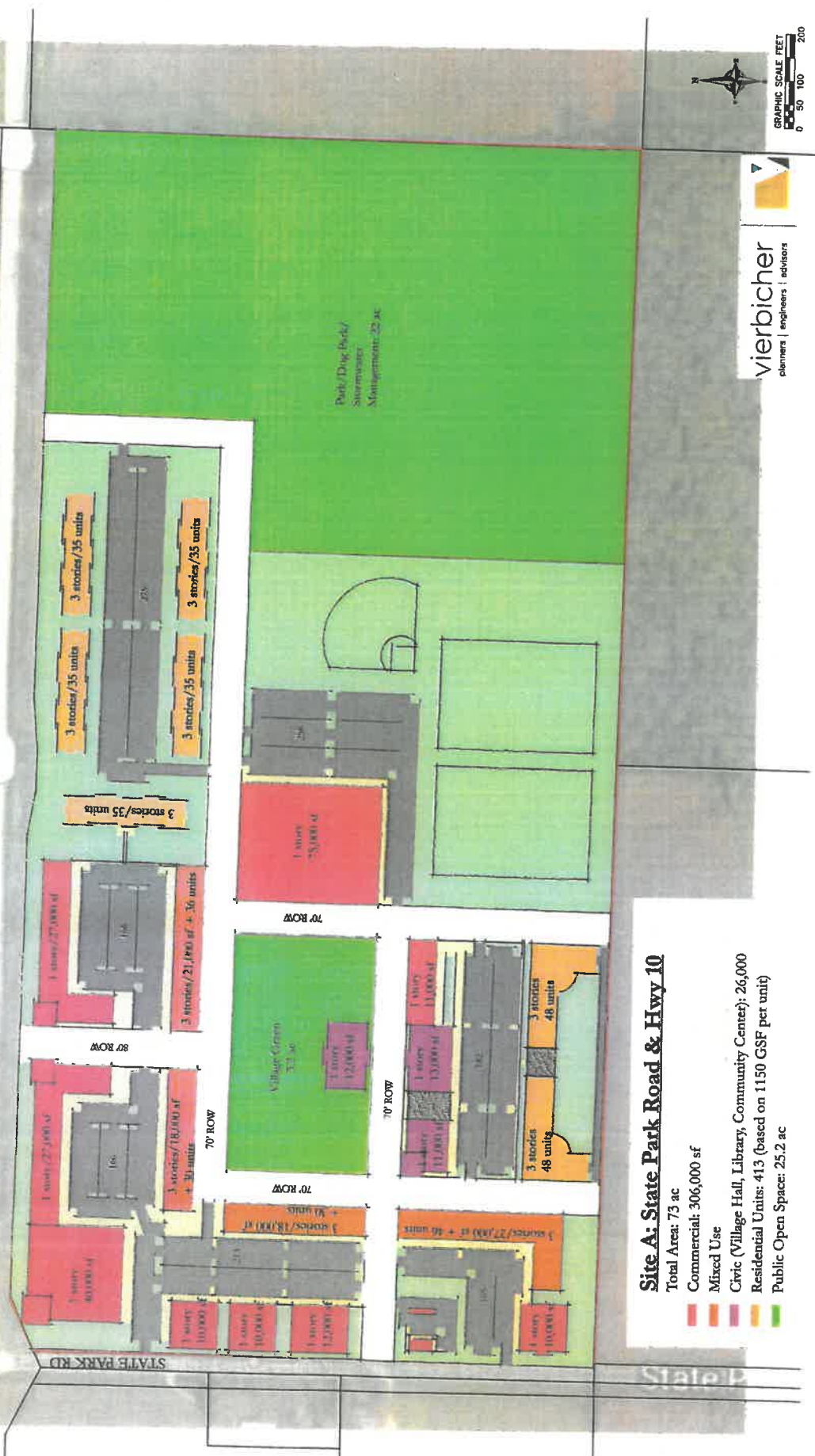
This site contained the most amount of acres (79.7 ac) with the most acreage for commercial and civic uses. Commercial and residential uses are along the two main roads, with the anchor at the corner of Highway N and Manitowoc Road.

Figure 1.2: Proposed Site Locations



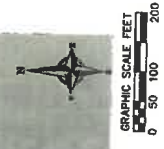
HWY 10

STATE PARK RD



Site A: State Park Road & Hwy 10

- Total Area: 73 ac
- Commercial: 306,000 sf
- Mixed Use
- Civic (Village Hall, Library, Community Center): 26,000
- Residential Units: 413 (based on 1150 GSF per unit)
- Public Open Space: 25.2 ac



Party/Dug Back/
Stormwater
Management: 25.2 ac

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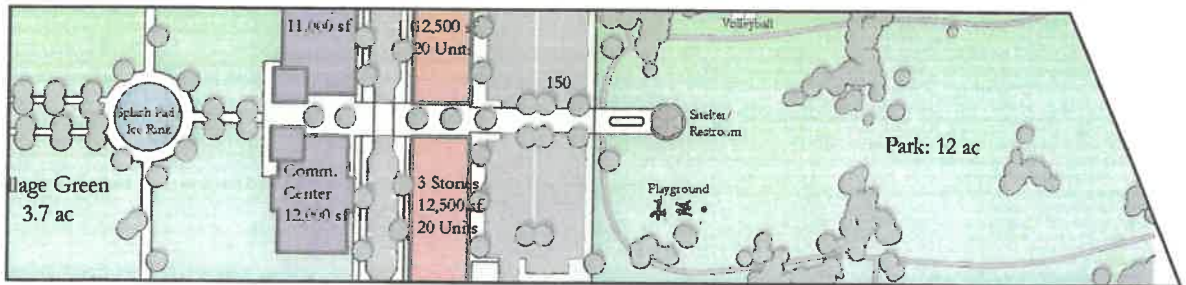
70' ROW



Site B: Hwy 10 & Hwy N

- Total Area: 67 ac
- Commercial: 239,000 sf
- Mixed Use
- Civic (Village Hall, Library, Community Center): 22,000
- Residential Units: 341 (based on 1150 GSF per unit)
- Public Open Space: 26 ac





CHAPTER TWO: FINAL SITE PLAN

CHAPTER 2: FINAL CONCEPT PLAN

After the third public meeting, the steering committee, village staff, and stakeholders met to discuss the feedback and decided on site C for the final concept plan. The steering committee and stakeholders provided the following additional feedback and discussion for the final concept plan:

- Moving the library onto the Village Green and connecting to the Community Center.
- Adding trails through and around the park.
- Exploring underground parking for the residential buildings.
- Rotate the Village Hall/Fire Department Building so the Village Hall is adjacent to the Village Green while the Fire Department is nearer Manitowoc Road.
- Look at access standards along County Highway N.
- Add pavilion/restroom building and playground to the park area between the soccer field and the park.
- Add pavilion to the green space adjacent to the Fire Department.
- Add a plaza/water fountain feature to the Village Green.
- Ensure the community center has convenient parking.
- Extend the promenade through the parking lot to connect the Village Green to the park area to the east.
- Develop a drive-thru option for the 1 story, 40,000 sf building on the southwest corner of the site (potential Walgreens/ CVS).

Provide a vision for the library building programming or consider relabeling the building to avoid the perception that it will only be a building for stacks of books. Additionally,

during the fourth public engagement opportunity when the final concept design plan and future land use map were made available to the public for comments, several staff and stakeholders brought up concerns about the 75,000 square foot sports center. The village already has an existing sports complex and there is a proposal to construct a large sports complex on the west side of Appleton. Considering the existing sports complex and the proposed sports complex, the village was concerned about the demand for another sports complex.

Final Concept Plan

Vierbicher took into consideration the comments from the steering committee, village staff, and stakeholders after the third public meeting to create Site Plan C - Option No. 1, which includes a sports complex near the 12-acre park. Also taking the sports complex concerns into consideration brought up during the fourth public engagement, Vierbicher designed a Site Plan C - Option No. 2 replacing the sports complex with additional residential units. The following information describes the Site Plan C - option No. 1 and option No. 2.

Civic Buildings

Civic buildings anchoring the site include the Library, the Community Center, and the Village Hall/Firehouse/EMS building. These three buildings are located in the geographic center of the site, with the Library and Community Center adjoining the Village Green.

Table 2.1: Final Concept Plan Summary

Use	Sq. Feet, Number of Dwelling Units, or acres	
	Option No. 1	Option No. 2
Civic	50,000 sf	50,000 sf
Commercial	346,000 sf	271,000 sf
Residential	560 DU	822 DU
Public Open Space	15.7 ac	16.5 ac

Commercial Uses

Commercial buildings are clustered primarily in the southwestern portion of the Village Center. All commercial-only buildings throughout the district are single-story buildings. All office space throughout the district is intended to be used for community businesses. Types of businesses that satisfy this requirement include small, professional offices, such as dentists, optometrists, attorneys, architects, engineers, financial advisors and other professions requiring office space. Commercial buildings should seamlessly fit into the overall Village Center site plan so that employees in the area can easily walk to nearby shopping, restaurants, and green space.

Residential Uses

In option No. 1, residential uses are concentrated along the northwestern and southeastern corners of the site. All residential-specific buildings are three stories, with eight buildings comprised of 39 units each and two buildings comprised of 45 units each. The layout provides residents with easy access to Manitowoc Road and Highway N.

In option No. 2, there are an additional 262 residential units in the northeastern corner of the site near the 12-acre park replacing the sports complex. Four of the buildings have their own courtyard,

In both layouts, The arrangement provides hundreds of housing units within walking distance to retail and office space, which boosts sales, reduces traffic, and increases the area's walkability. The proximity to potential employment, combined with the planned sidewalks and connective street pattern, creates opportunities for residents to bike or walk to work rather than drive.

Mixed-use buildings (multi-family development over retail) are shown fronting the streets facing the Village Green. These units are labeled as "multi-family residential" to allow for condominiums or rental apartments, as the market demands. There are seven buildings total with a combined 158 units. Combining retail and multi-family development provides more consumer spending choice and convenience to residents, and when combined with nearby green space and recreational areas, increases the Village Center's quality of life.

Open Space

Two main green space areas are shown for the Village Center. Specific uses have generally been omitted, with a few exceptions—the precise design, layout, and uses of the parks should be included in the final individual plans for each of the parks. The two main park areas are:

1. A 12-acre park in the northeast corner. This park adjoins a stormwater management area that is 4 acres. To the west of the stormwater management area, a soccer field and a softball diamond are proposed for the green space on the other side of the tree wall. South of this, a volleyball court, a basketball court, and two tennis courts are shown just north of the park trail. A shelter with a restroom and a youth playground are shown along the western entrance to the park. A promenade connects the Village Green to the park. If option No. 1 is designed with the sports complex, then any open areas should be designed to interact with the nearby Sports Center and Village Green area that are shown on the site plan.
2. A 3.7-acre Village Green in the center of the planning area. The Village Green is intended to be available for both general passive use and for special events. It may contain decorative elements such as fountains and facilities for various active uses. Any active park uses should be planned and designed not only for residents of the immediate area, but also to draw people from the surrounding area. To that end, activities should be both fairly unique, and designed to provide year-round interest. Active uses should be sited within the park in a manner that does not disturb the utility of the area for large special events. A pedestrian circle is shown at the center of the Village Green with space to accommodate a splash pad/ice rink for recreational use.

Three small stormwater management areas of 0.25, 0.4, and 0.6 acres are also shown on the site plan. However, a full study of the Village Center's stormwater management system has not been performed. These stormwater areas should be integrated with their surroundings as an amenity to the development. The green space network is

further called out in the map in Figure 2.1.

Parking

On-street parking is shown throughout the site plan, with perpendicular parking in the center of quadrangles and parallel parking on connecting streets. On-street parking will be critical for retail areas to provide convenient parking for those wanting to make a quick stop at a store. On-street parking in residential areas actually facilitates pedestrian friendliness by allowing for visitors to park on the street and easily walk to the front door of a townhome or apartment building. Like the retail area, it also provides convenient parking for residents who may be stopping for a short time to pick something up from home, and would prefer to park in front of their building rather than in their typical space.

Parking lots are generally shielded from public streets by buildings. Where parking is shown along public streets, it should be screened by low hedges and fences, interspersed by canopy trees.

While bicycle parking is not specifically shown on the site plan, much of it should be located along public street frontages close to the front doors of businesses, rather than simply placing it in "extra" areas after the parking lot has been laid out. Bike parking close to business entrances is an important

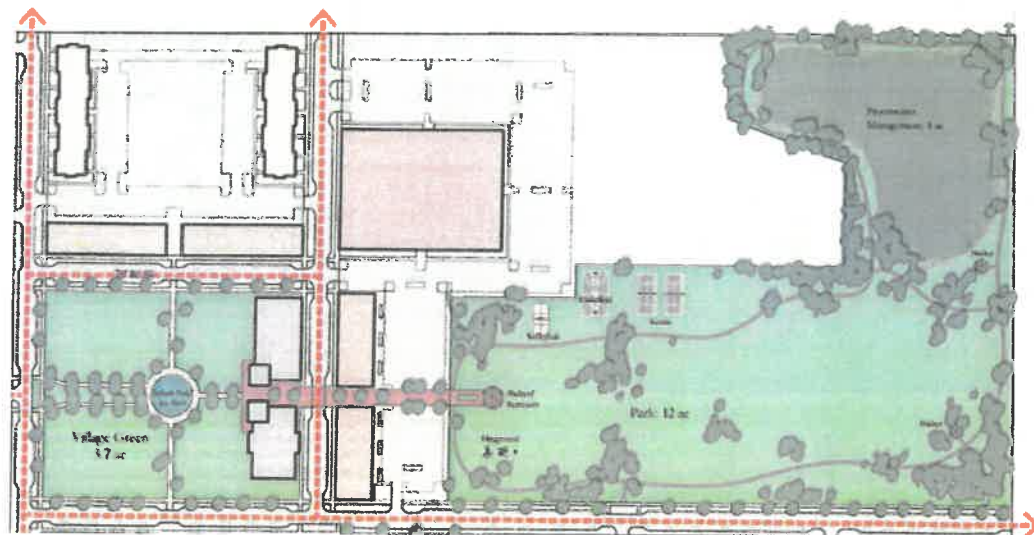
part of accommodating multiple modes of transportation, and can go a long way in encouraging bicycle use. Additionally, underground bicycle parking should be provided if underground vehicular parking is provided. Sheltered bike parking for residents and employees further encourages bicycle use.

Road, Sidewalk, & Trail Network

The road network throughout the Village Center was designed with the aim of creating small block sizes and three-way intersections. This street pattern creates multiple routes to destinations and maintains the flow of traffic, thus disbursing volume created by the development. Principle rights-of-way are listed at widths of 70 feet, and are designed to connect traffic from outside the Village Center with parking areas in the middle of residential and commercial quadrangles.

Depending on the extent to which dedicated bicycle lanes are ultimately desired and integrated, the width may need to be adjusted. The final design for the principle rights-of-way through the Village Center should accommodate, at a minimum, sufficient sidewalk/terrace space, parallel parking, and automobile traffic. Streets should be designed and posted for a 25 mile per

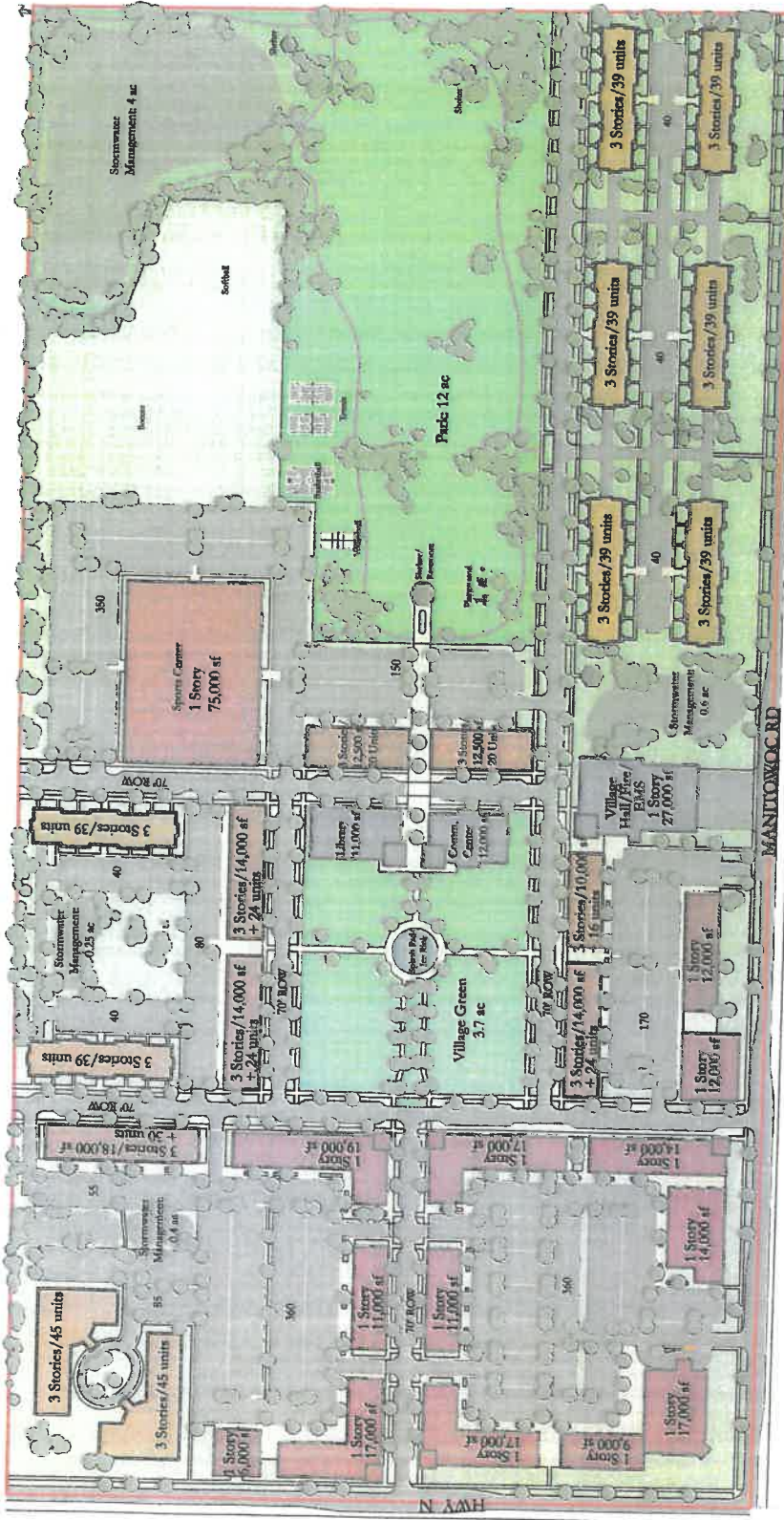
Figure 2.1 Park & Trail Network



hour speed limit to increase safety for drivers and pedestrians. The design also encourages pedestrian use by creating a network of sidewalks that have direct routes between residential and retail components. Sidewalks are planned for both sides of all public streets, with bump outs at most intersections to make pedestrians more visible to vehicles and reduce the street crossing distance.

A strong pedestrian connection is shown between the Village Green and Community Center. This connection should be as uninterrupted as possible by driving lanes, and could be designed to host outdoor events such as art fairs or farmers markets.

Trails are also shown in the site plan, the longest of which is around the perimeter of a combined 16-acre park and stormwater area in the northeast corner of the Village Center. The actual amount of construction costs will depend upon final design and the timing of construction.



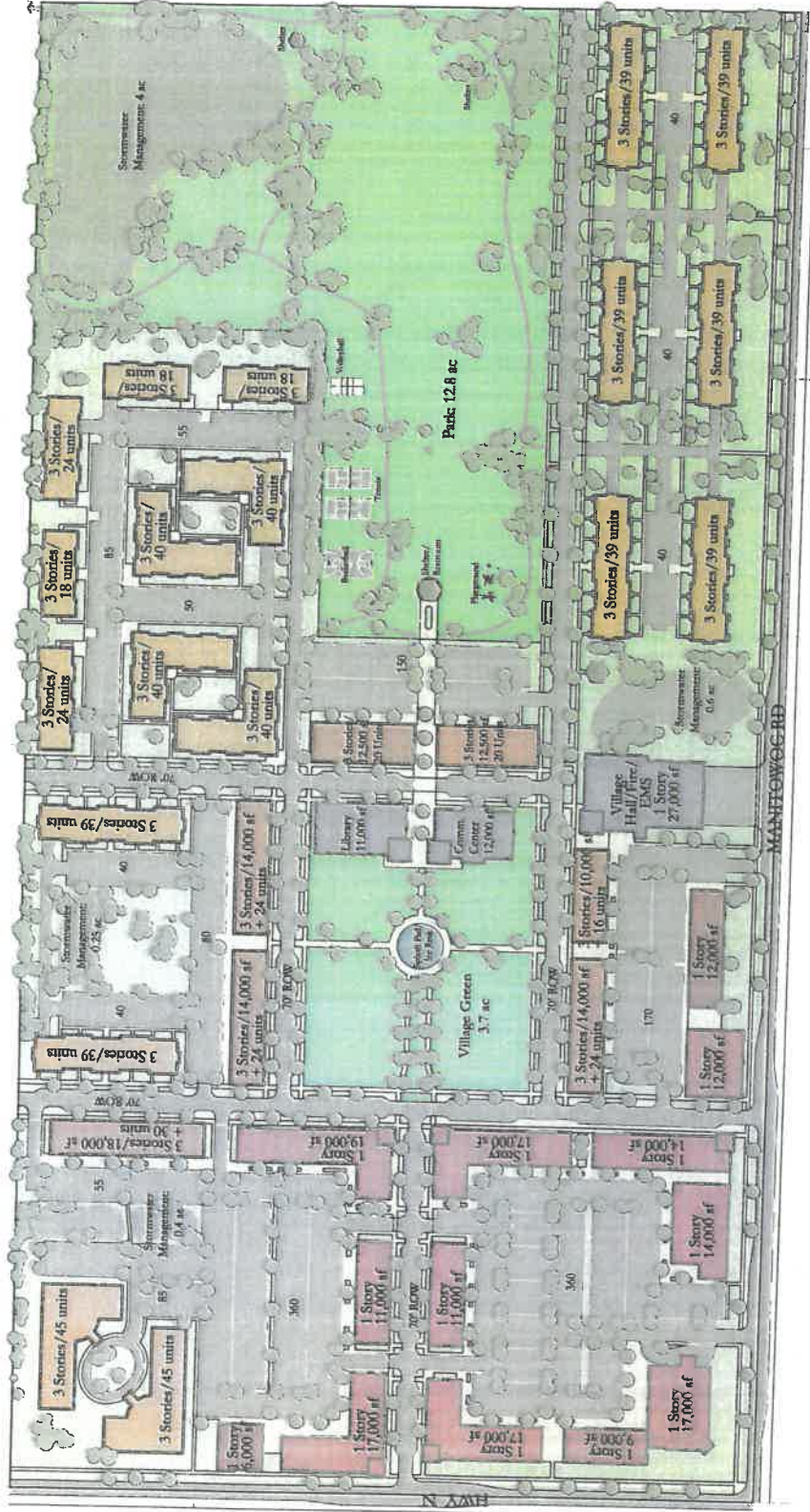
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Harrison Village Center: Hwy N & Manitowoc Rd - Option 1

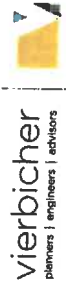
- Total Area: 79.7 ac
- Commercial: 346,000 sf
- Mixed Use
- Civic (Village Hall, Library, Community Center, Fire/EMS): 50,000
- Residential Units: 560 (based on 1150 GSF per unit)
- Public Open Space: 15.7 ac





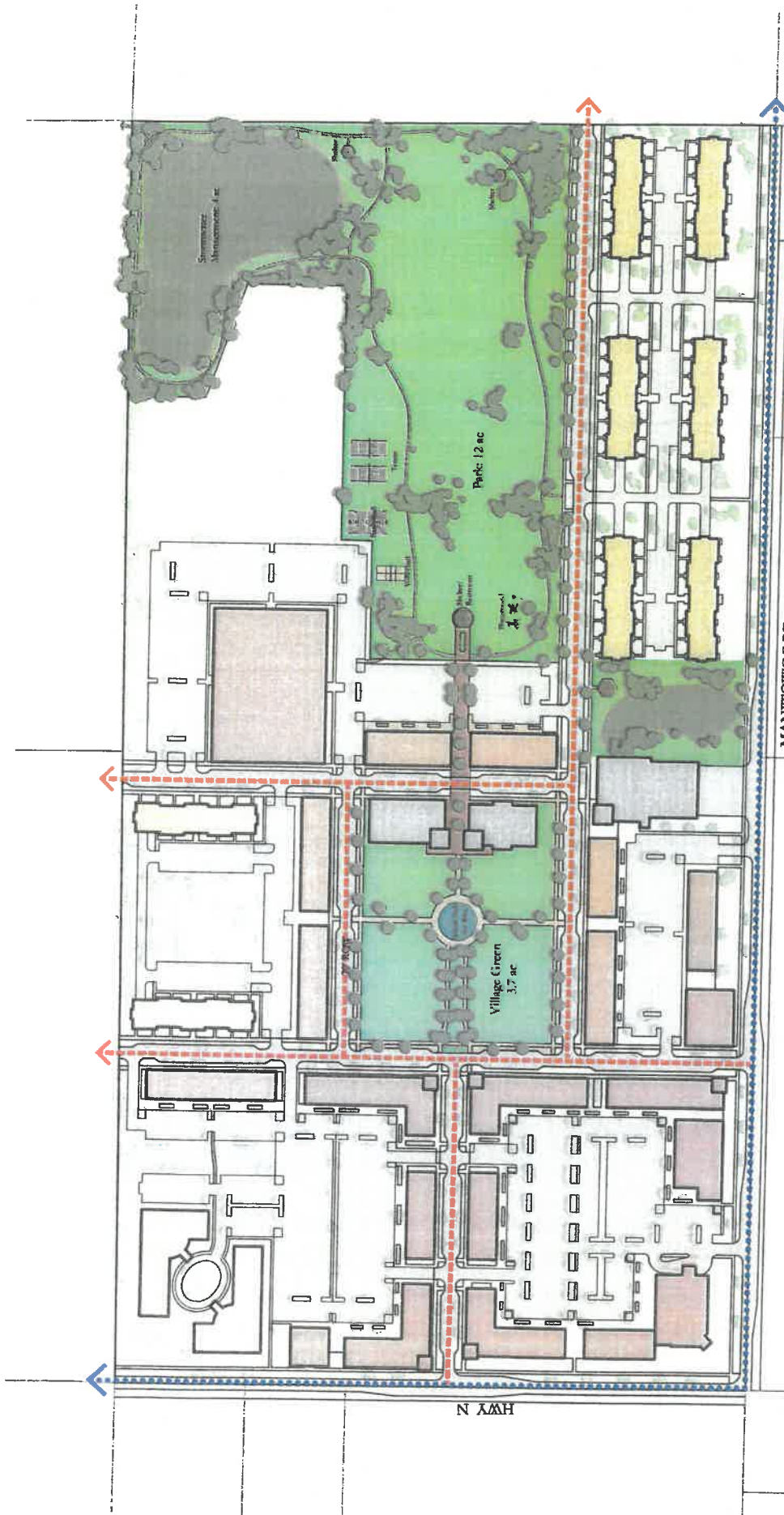
Harrison Village Center: Hwy N & Manitowoc Rd - Option 2

- Total Area: 79.7 ac
- Commercial: 271,000 sf
- Mixed Use
- Civic (Village Hall, Library, Community Center, Fire/EMS): 50,000
- Residential Units: 822 (based on 1150 GSF per unit)
- Public Open Space: 16.5 ac



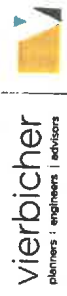
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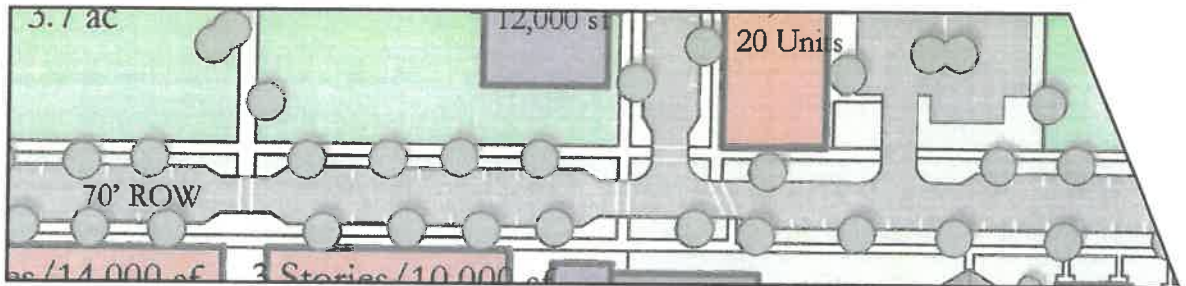
GRAPHIC SCALE FEET
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Harrison Village Center: Parks & Open Space

- Total Area: 79.7 ac
- Public Open Space: 15.7 ac
- Pedestrian Plaza
- On-Street Bike Route: Sharrow
- On-Street Bike Route: Bike Lane





CHAPTER THREE: DESIGN GUIDELINES

CHAPTER 3: DESIGN GUIDELINES

A comprehensive set of design guidelines strengthens the Village Center as the heart of the community. The design guidelines can be used to direct and evaluate future development endeavors in the Village Center that create a sense of place; with safe and walkable streets, architecture designed for human scale and inviting public spaces. A strong sense of place projects a positive image that attracts users to the Village Center and will contribute to the vitality and economic success of Harrison's service providers, retailers, restaurants, residents, and visitors.

The purpose of the Village Center District Design Guidelines is to establish well planned mixed use development that promotes economic diversification, employment opportunities, residential uses, and pedestrian activity. While the guidelines contain language such as "shall," the Village should formally adopt a Village Center (VC) zoning district for the area if it wishes to implement regulations instead of guidelines. Additionally, the design guidelines will create functional and visual diversity as well as a pleasant working and shopping environment, and maintain significant features of the natural environment while allowing flexibility in the design of the new residential development.

The Design Guidelines provide more specific direction for interpreting the standards and analyzing development applications. The Guidelines help the Planning Commission determine if a project design meets the design goals and ordinance requirements.

Implementation of the Design Guidelines relies heavily on the services of architects and landscape architects working as consultants for developers and peer reviewers for the Village. The Design Guidelines provide a context for coordinated discussions of design issues in advance of formal site plan review procedures. This collaborative process ensures that site plans in the Village Center District produce high-quality development that contributes to the community's vision.

Objectives

The objectives of the Harrison Village Center Design Guidelines are:

1. Encourage quality design for site layout.
2. Encourage quality building design and superior, enduring materials.
3. Reflect the unique identity of Harrison's distinct small town atmosphere through design.
4. Encourage vitality.
5. Promote human scale design through proportional size, mix, and arrangement of buildings and public spaces, and streetscape features.
6. Provide safe and pleasant spaces allowing for circulation of vehicles and pedestrians.
7. Establish connectivity to activity areas such as parks, trails, and residential.
8. Preservation and treatment of natural features.
9. Compatibility with surrounding uses.
10. Placement and orientation of parking.
11. Strengthen the mix of uses within the Village Center.

Application

The design guidelines should be used as a framework by Village staff, Plan Commission and Village Board and others in reviewing plans and proposals for the new Village Center projects and improvements.

The design guidelines are to be used as a reference by developers and architects as they prepare plans for development projects.

The design guidelines should be distributed to property owners and prospective designers and developers as a statement of the Village's desires and preferences regarding Village Center development.

While the final site plan may not be constructed exactly as shown, the overall principles of pedestrian friendliness should be maintained throughout the area regardless of the precise final building layouts. In general, these principles include such elements as:

- Sidewalks on both sides of streets.
- Inter connectivity throughout the Village Center.
- Buildings that are pulled up to street frontages, with entrances that are easily accessible to pedestrians.
- Lighting and signage that is oriented towards the pedestrian.
- Parking that is hidden or screened from sidewalks while maintaining easy access from parking lots to storefronts.
- Buildings should, as much as possible, use sustainable building technologies for mechanical systems, energy needs, and construction materials.

Site Planning Guidelines

The following site planning guidelines should be followed:

- Primary building façades and entries should face public rights-of-way.
- Buildings should be placed with a contextual relationship to neighboring buildings.
- Buildings should be placed as close to the street as possible, but allow for pedestrian circulation along the entire façade.
- Consideration for pedestrian circulation through the site and to adjacent sites is required.
- Rear or loading areas of buildings shall not face existing or planned amenities such as parks, open space, water features or public rights-of-way unless visually screened or architecturally articulated.
- Parking lots and drive-through facilities should not be placed between a building's primary façade and a public right-of-way.
- Parking lots should be screened from view from the public right-of-way by building elements, landscape, or other decorative elements.
- Continuity of the Village's standard streetscape design at the front façade is required.
- Development of sloped properties shall be designed in such a way as to maintain the natural contours of the land. Methods such as terraced parking lots stepped building pads, and greater setbacks shall be employed to minimize grade differentials.

It is intended that all new property development within the applicable district comply with the design intent of the Village Center Plan and Amendments. In doing so, the Village Center will develop over time a design context focused on traditional American village center development patterns, with building and street amenity appearance having residential-style details and massing, and human-scale proportions.

Primary Façade Design

Building walls facing a public right-of-way or pedestrian route are considered Primary Façades. Building mass elements visible from these locations must conform to the requirements for primary building façades.

Secondary Façade Design

Building walls that do not face a public right-of-way or pedestrian route, or are not readily viewed from a public right-of-way are considered secondary building façades.

Building utility and service areas are to be restricted to secondary façades or are to be concealed within buildings. Waste receptacles, dumpsters, service areas, and outdoor storage facilities require enclosure by a substantial screening system. The screening system must be 100% opaque, meet the height of the enclosed elements (6'-0" minimum) and be shown to be of a substantial construction to meet the anticipated abusive commercial environment.

Secondary entrances to stores and shops should be encouraged where practical, particularly on blocks where public parking or pedestrian walkways are located behind buildings. Rear entrances to stores and shops should be attractive, safe and inviting, and should be characterized by design treatments that are comparable to front entrances.

Outdoor storage facilities or waste receptacles require enclosure by a substantial screening system.



Building Massing & Façade Articulation

The Village regards articulation of a building's mass and façade elements as one of the most important aspects for the Village Center design. These specific massing and articulation requirements provide the building designer with guidelines in developing the façade appearance. This freedom of creativity is intended to encourage building designers to develop design solutions tailored for a specific site, rather than restricting the designer to specific requirements regardless of site characteristics. In general, the following concepts should be carefully considered:

- The massing of large buildings should be broken into several smaller elements to scale the appearance down to an appropriate size.
- Use of decorative building elements in a rhythmic pattern is suggested to break up large building masses.
- Building massing that relates to the design context of neighboring buildings is encouraged. Upper-level setbacks, which create continuous open terraces, may be utilized to create the appearance of a relationship to adjacent buildings while the overall building height must conform to zoning.
- Columns, pilasters, window placement and other architectural features need to be used to subdivide the façades of larger buildings into several smaller vertical segments to reflect the scale and proportion of adjacent properties.
- Incorporation of storefront glazing, awnings and other pedestrian amenities at street-facing façades is encouraged.
- Multiple storefronts that are part of the same building should have complementary façade designs, particularly on color, cornice line, and decorative materials.
- Avoid large blank walls.

Building Setbacks & Public Realm Interface - Retail and Village Green

1. Face Buildings to the Street – Active building elevations with public access or windows shall face public streets wherever practical.
2. Multiple buildings in a single project must demonstrate a positive functional relationship with one another. This relationship creates opportunities for plazas and pedestrian areas while preventing long rows of buildings. When clustering is impractical, a visual link shall be established between buildings. This link shall be accomplished through the use of an arcade system, trellis, colonnade or other open structures.
3. Open space areas shall be grouped into usable, prominent landscaped areas to provide usable open space within a complex of buildings or project; however, this provision does not require that every building or all areas surrounding buildings provide usable open space.
4. Corner buildings shall be designed to present a visually interesting façade to pedestrians on both frontages; corner entrances are encouraged for corner buildings.
5. Outdoor cafes/seating areas for restaurants are encouraged, where space permits, to enhance the overall pedestrian character of the retail district. Space shall be designated in front of retail buildings to allow for alfresco dining. Spaces between buildings that offer clear, usable shapes may be used for this purpose; however, this does not require that all spaces between or in front of buildings be designed for use as outdoor seating areas.
6. Ground floors of buildings shall contain commercial uses; ground floors of buildings fronting the Village Green shall be reserved for retail/service businesses.
7. Façades facing alleys and parking lots shall have high-quality materials, though the level of detailing may be less than façades facing public streets.



Commercial buildings must be designed to encourage pedestrian activity by facing the street and integrating windows to allow visibility between the interior and exterior of the store. Gooseneck lighting is encouraged.

8. The ground floor and second floor of buildings shall maintain at least 70 percent of the façade at or within three feet of the sidewalk edge.
9. A "bulkhead" or "kneewall" of 20 inches to 30 inches is required between first floor windows and the ground along public streets.
10. Shades/curtains and window treatment at ground level are discouraged. Window treatments for any windows shall be manufactured for such use.
11. Windows shall allow views into the shop working area, and/or lobby. Display cases may be incorporated into interior spaces where open glass storefronts are not feasible.



Outdoor cafes and seating areas for restaurants are encouraged.

12. Windows along public streets shall not be obscured by paper, vinyl coverings, unapproved signage, or interior walls.
13. Spandrel glass, highly reflective surfaces, and tinted glass are discouraged along the ground floor facing public streets. Such surfaces should only be used selectively for decorative purposes.
14. Vertical joints between façade materials should occur only at inside corners or changes in façade depth (note that this does not prohibit expansion joints).
15. Façades facing alleys and parking lots shall have high-quality materials, though the level of detailing may.

Building Setbacks & Public Realm Interface - Residential

1. Numbers 12, 13, 14, and 15 from the preceding section shall also apply to multifamily residential buildings/townhomes.
2. The main entrances for all multifamily and/or townhome buildings shall face a public street.
3. Parking between multifamily/townhome buildings and the street right-of-way shall be prohibited.



This mixed-use building integrates ground-floor retail and second/third-floor residential, all fronting a public plaza.

Doorways, Porches, and Upper Floor Windows - Retail & Village Green

1. Primary entrances of buildings with lot lines along a public street shall face the street, be clearly defined, and be at street level. Primary entrances to individual ground-level businesses shall be from the sidewalk, and not from inside lobbies or hallways.
2. Entrances shall be recessed at least three feet from the front lot line to eliminate conflicts between store entrances and the sidewalk.
3. Entrances along a public street shall be open to the public during all regular business hours to encourage pedestrian activity along street frontages (as opposed to parking lot frontages).
4. Lobbies for upper floor residential or commercial uses shall be distinguished from ground level business entrances.
5. Upper story windows shall have a vertical emphasis. Detailing such as muttons or mullions are encouraged where integrated into the building design. To foster authentic architectural detailing, muttons and mullions, where present, shall be exposed to the exterior and not sandwiched between panes of glass or located on the interior of the window.
6. Shutters, if provided, shall be authentic to the architectural style and sized to fit the windows.
7. Bay windows, if proposed, must be appropriate to the overall architectural style of the building.

Doorways, Porches, and Upper Floor Windows - Residential

1. Primary entrances of buildings with lot lines along a public street shall be face the street and be clearly defined.
2. All multifamily residential/townhome buildings shall be designed with individual unit entrances facing public streets. The Village may grant exceptions for facilities

that cater to seniors or persons who need nursing care under Wisconsin law, such as CBRFs and RCACs.

- Entrances to individual residential units from public streets should be set back from the street by 5 to 10 feet, and elevated from street level by up to a half-floor to provide privacy for first floor tenants/owners without compromising pedestrian friendliness.
- Numbers 5, 6, and 7 from the preceding section shall also apply to multifamily residential buildings/townhomes.

Building Materials

Quality building materials should be used on every building façade throughout the Village Center. Future changes to the Village Zoning Code should include regulations about building materials. Design guidelines include:

- All building materials shall be authentic and not imitate other materials (e.g. wood-look tile).
- Ground face, glazed block, synthetic stone, synthetic stucco or plaster, wood trim, and decorative metal shall be used only as decorative accents and limited in use on building façades.
- Façade materials shall be oriented horizontally relative to the street.
- No use of vinyl, plastic, or aluminum siding shall be permitted in the Village Center.
- Stucco/synthetic, metal, concrete block, plywood, pressboard, diagonal siding, unfinished precast concrete, board-and-batten surfaces, and poured-in concrete shall not be used on façades or walls that are visible from streets, driveways, sidewalks, alleys, or parking areas.

Parking & Driveways

- Any parking lot with frontage on a public street shall be set back from the sidewalk at least five feet and shall be well screened from pedestrians through use of landscaping and decorative fencing. Hedges and fencing, if present, shall be maintained at 30 to 36 inches in height (sufficient height to screen cars parked

close to the sidewalk, but not eliminate visibility into and out of the parking lot).

- Dedicated surface parking for single businesses is discouraged; shared parking should be considered to minimize the negative impacts of over-provision of parking.
- Bicycle parking at a ratio of 1 bicycle stall per 3,000 square feet of retail/office/service space and 1 bicycle stall per dwelling unit shall be provided as part of any public or private parking area. Retail/office/service bicycle parking shall be located as close as feasible to building entrances.
- In cases where structured parking for cars is provided, a proportionate share of bicycle parking should be provided within the same structure.
- Loading, trash, and utility areas shall be located at the rear of buildings and screened from streets, sidewalks, parking areas, and buildings (both on-site and adjacent). Screening materials shall complement the building. Shared service areas between businesses are encouraged.

Signage

Signs should be appropriately scaled and distributed, large enough to communicate effectively, yet not so large that the signs dominate the environment. The appropriate scale for a sign is dependent upon its location within the districts. Attractive and innovative sign design should be encouraged, and sign locations should minimize visual conflict and clutter. Well designed signs can contribute to the visual interest of a street, but inappropriate and cluttered signage can be detrimental to a Village Center's image. Signage throughout should be designed to be pedestrian friendly in scale, location, and readability. The Design Guidelines Matrix (Table 3.3) provides which signs are allowed in each district.

Recessed entry signs are those that are oriented parallel to the building façade and suspended over a recessed entry.

Signage is limited to one primary sign per street frontage. The primary sign, if present,

shall be located above the storefront display windows but below the sills of the second floor windows.

Secondary signs, when present, shall be directed to pedestrians. Secondary signs may consist of plaques (maximum of two square feet), projecting signs (maximum of 12 square feet).

Wall signs

Wall signs are mounted on and parallel to the building face, particularly on the lintel above the street-level story of a building. Place wall signs to align with nearby buildings to maintain established patterns. These signs should be located over storefronts, on transoms, or flanking doorways. Do not obstruct character defining features of the building. Minimize the depth of sign panel and/or letters to the greatest extent possible while including interior lighting if desired.

Blade signs

Blade signs are oriented perpendicularly to the building façade and are suspended under a bracket or other mounting device. Design the sign bracket as a decorative, complementary element of the sign. Mount small blade signs near the business entrance, just above or to the side of the door. Small hanging signs are appropriate under a canopy.

Projecting signs

Projecting signs are cantilevered signs that are structurally affixed to the building and oriented perpendicularly to the building façade. Locate large projecting signs higher on the building, centered on the façade or at the corner. Projecting signs should have a vertical clearance of eight feet between projecting signs and the sidewalk. Projecting signs larger than 12 square feet are prohibited. Projecting signs shall not project more than 4.5 feet from the face of a building, shall not obscure signage from adjacent buildings, and shall be adequately braced with decorative metalwork (swinging signs are prohibited).

Awning signs

Awning signs are applied to the awning valance, side panel of awnings, mounted above the valance and oriented parallel to the building façade, suspended under the

awning like a blade sign.

Canopy signs

Canopy signs can be applied to the front or side fascia of a canopy, mounted above the canopy fascia, or suspended under the canopy like a blade sign. These are most appropriate in areas of high pedestrian use and locations where a flush-mounted wall sign would obscure architectural details.

Monument signs

Freestanding monument signs are large signs that are mounted on the ground near buildings. These signs are best used near buildings that are set back from the sidewalk and should be designed with colors and materials complementary to the building. Monument signage should be less than 10 feet.

Sandwich board signs are allowed, but:

- Shall not be placed in a manner that impedes pedestrian traffic.
- Shall not be wider than three feet or taller than four feet.
- Shall be professionally designed and well-maintained.
- Shall use high-quality materials that withstand the elements.
- Are limited to one per business.
- May only be placed in front of the building for which they are advertising (i.e. sandwich signs at street intersections for mid-block businesses are prohibited).

Prohibited signs

- Painted wall signs
- Window signs
- Plastic backlit signs
- Pylons

Awnings

- Overhead cover should be provided where buildings meet the sidewalk in the retail district, offering pedestrians protection from sun and rain. This can be provided by awnings, or, in the case of buildings with recessed ground floors, arcades. Awnings should match the

width of the window or storefront opening to emphasize the building's proportions. Awnings should be aligned with other awnings on the block, particularly the bottom edge of the awning. The top edge of the awning should be mounted to align with the transom.

- Awnings on the storefront level should not be so large as to extend to the second story. Awnings should not obscure or damage important architectural details. Sloped awnings with open or closed ends are acceptable. A continuous valance, either fixed or loose, can be included along the lower edge, which may be used for signage. Colors of the awning should reflect the colors commonly found in the retail district and should complement the colors of the building to which it is attached.
- Operable retractable fabric awnings are encouraged. Awnings should be weather treated canvas, but vinyl may be acceptable in some cases. Permanent structural canopies should be constructed with accent building materials that are present in other portions of the building, such as metals, glass, or terra cotta accents and should be compatible with the primary building material.
- There shall be at least seven feet of vertical clearance between awnings and the sidewalk.



Overhead cover should be provided where buildings meet the sidewalk in the retail district.

Streetscape

Another critical element of the Design Guidelines is continuity of building massing at the front property line. A continuous line of street-front façades can invoke a sense of place through the understanding that the community has developed along a distinct pattern, lending a sense that pedestrians are welcome to browse the storefronts. Although not always possible or practical, providing building or site design elements at the property line is encouraged, and noticeable gaps or other discontinuities at the street line are discouraged. Any break in the street wall should be resolved as an open space plaza for public art, pedestrian seating area, or the like. This type of interrupted street wall will be permitted only in limited areas where a continuous building façade is impractical.

Special Pavement crosswalks

These crossings should include a specially-paved crosswalk, curb ramps, and "Yield to Pedestrians" signs. Special paving such as bricks, colored pavers, or colored brushed concrete to differentiate the crosswalks from the rest of the roadway will highlight pedestrian crossings and improve safety and circulation. Longer blocks should provide mid-block crossings for pedestrians.

'Bump-outs' are curb and sidewalk extensions that are encouraged at street intersections to decrease turning radii, shorten street crossing distances for pedestrians, and allow more room for streetscape improvements. Bump-outs are located at each intersection of the Village Center. Pedestrian areas at corners should include a clear zone free of obstacles in line with the pedestrian travel areas of the sidewalks and extending to the street corner of the intersection.



Special paving such as bricks, colored pavers, or colored brushed concrete to differentiate the crosswalks from the rest of the roadway.

Banners

- Banner style should coordinate with lighting and pedestrian amenities.
- The banner should be placed in such a way as to be consistently visible yet not compete with regulatory or storefront signage.
- The banner should be placed in roadway median or if no median exists then placement should be in the mid-block designated crossing.
- The banner should be placed in terrace portion of the sidewalk.

Wayfinding Signage

- Create aesthetically pleasing and easy to understand wayfinding and district signage that is complementary to the overall district design.
- Direct people to and from the surrounding districts and the surrounding recreational uses.
- Regulatory signage should reinforce district theme through repetition of the brand, choice of materials and consistent naming of districts.
- Signage style should coordinate with lighting and pedestrian amenities.
- Pedestrian-oriented signage that can be read easily while on foot.
- Ensure that wayfinding signage includes both roadway signage for vehicular traffic as well as signage directed toward pedestrian viewpoints. Signage should be streamlined to minimize clutter and improve message clarity.
- Wayfinding signage should be placed in such a way as to be consistently visible yet not compete with regulatory or storefront signage. Signage should be consistent and coordinated among public, private and non-profit entities.
- Multiple destinations per sign are encouraged up to three messages, with more detailed interpretive signage reserved for public spaces.



Create aesthetically pleasing and easy to understand wayfinding signage.



Gateways establish the Village Center identity and welcome users in the Village Center.

Bicycle Facilities

Locate bicycle parking in high-demand locations, such as near building entrances and along bike paths, and at expanded street corners. Bicycle racks should be located within the furniture zone and spaced at a minimum of one rack per 100 feet or at least one per block. Bicycle racks should not block pedestrian traffic. Well-located bicycle parking will keep bicyclists from locking bikes to signposts, trees, benches, and other street furniture.

The standard bicycle rack in the Village Center should be an inverted- "U" or a post and loop design. The surface of each bicycle rack should be durable, nonabrasive, and non-marking. Vinylized-coatings on bicycle racks that do not scratch or damage bicycle frames are encouraged. Bicycle racks also provide the opportunity to add visual interest or artistic touches to the Village Center through the use of racks with interesting or artistic designs, or

using racks designed by local artists that play on the local character.

Shared lanes, marked with "sharrows," and dedicated bike lanes should be incorporated into portions of the Village Center and adjacent parts of the existing street network. Bicycle lanes should be clearly and simply marked. Lanes should be a minimum of five feet wide and provide adequate clearance to permit cyclists to ride clear of opening car doors. "Share the Road" or other signs should be posted along streets with bicycle lanes or shared on-street bicycle routes.



The standard bicycle rack in the Village Center should be an inverted- "U" or a post and loop design. The surface of each bicycle rack should be durable, nonabrasive, and nonmarking.

Lighting

Village Center streets should be lit by pedestrian-scaled fixtures emitting warm light. Lighting should be provided on all public streets, sidewalks, and public open spaces. Pedestrian-scaled street lighting should illuminate the sidewalk at levels appropriate for pedestrian activities rather than vehicular activity. Pedestrian lighting may also be accomplished with fixtures mounted on buildings or located to accent streetscape features. The type and size of pole fixtures should be consistent along a single block.

Pole standards should be made of aluminum, steel, or another metal to provide durability and strength in order to resist wind, and support signs, decorative banners, and flower baskets. Pole standards should be installed far enough from curbs to prevent damage from snow plows. 120 volt outlets should be installed on poles at a height of 8 feet to provide electricity for seasonal string lights and special events. This is especially important in the Village Green, but if holiday decorations are to be hung and lit throughout the Village Center outlets should be installed on all light poles.

- Pedestrian scale lighting should be utilized to sufficiently illuminate pedestrian areas and extend hours of utility for pedestrian districts.
- Low-level building and landscape lighting is encouraged to develop a sense of place and aid in wayfinding during evening hours.
- Roadway lighting should be selected to complement pedestrian fixtures and provide a consistent and unique identity for the Village Center. The potential for this lighting to serve multiple roles (i.e. banners, flower baskets and holiday décor) lends itself to improving the identity of the street.
- Light fixtures should be spaced as needed throughout the district to achieve desired light levels. Sustainability light fixtures should be energy efficient LED technology and meet dark sky requirements.
- Projecting light fixtures, such as shaded

gooseneck fixtures used for externally illuminated signs, shall be simple and unobtrusive in appearance.

- Lights shall not move, flash, or make noise.
- Exterior "can" lighting is prohibited.

Benches

- New benches should be located in the furnishing zone, curb extension at intersections or adjacent to building entries.
- Benches shall be located at a minimum of every 100-feet of building frontage or 2 benches per block.
- Benches should match other streetscape elements in design and style.

Waste Receptacles

- All receptacles should be coordinated with the bench design and be a consistent style throughout the Village Center.
- Receptacles shall be located every 100-feet of building frontage, nearby building entry plazas, or corner plazas.
- Waste receptacles should be built of durable material resistant to damage and anchored to the sidewalk. Detachable lids should be cabled securely to the receptacle. Waste receptacles should have interior plastic liners to contain waste.
- Receptacles should be designed to allow users to deposit waste without physical effort, such as pulling, pushing, or lifting.
- Waste receptacles should not clutter the sidewalk or appear out-of-place, but be organized, consistent, and coordinated with other streetscape furniture.



Coordinated and consistent streetscape throughout the Village Center.

- Wherever possible, waste receptacles should be placed near lighting.
- Waste and recyclables receptacles should always be placed next to one another and may be housed together in one unit with separate compartments for waste and recyclables.
- A servicing and maintenance plan should be implemented for any waste receptacles installed in the Village Center.

Trees and Plants

A variety of native and adapted plants, including shrubs, vines, groundcover, perennials, and annuals should be used to provide color and texture to create a sense of character and cohesiveness throughout the Village Center. Watering and maintenance of plantings should be scheduled until the first frost of the autumn. Consider the eventual height and volume of mature plants in regards to views, shade, and nearby uses before installing. Establish a maintenance plan before installing plants. Planted pots and containers should be used judiciously because they are sometimes fragile and often appear temporary. Planters should be stable, sturdy, and of sufficient weight to avoid tipping over, but still moveable. Annuals are encouraged in freestanding planters and hanging baskets.

Trees should be provided along every major pedestrian corridor. Large trees can be used to highlight important corners and provide shade for large open spaces. Medium trees should be located on all other streets. Small trees should be used to provide color, establish a focal point for a building entrance, corner, or sitting area. Provide as much soil volume as possible to support tree growth in



Provide landscaping or other decorative elements to screen parking lots from view.



both existing and new sidewalks. The lifespan of street trees is often limited by soil volume.

Tree planters should be as large as possible to include a concrete curb to minimize road salt running into the planters. Locate trees in bump-outs to provide for maximum root spread area. Also allow sufficient room for tree canopies to grow without conflict with elements of the built environment.

Install tree guards, walls, and railings to protect tree trunks and to keep pedestrians from tripping in the planter. Use tree grates only in the most constrained right-of-ways or when required for ADA compliance. Street trees should be maintained with a minimum head height of 8 feet over sidewalks and 14 feet over vehicular streets. Maintain a 10-foot distance between the trunk of a tree and the building line. Before planting street or plaza trees, determine a care plan and schedule. Determine which maintenance services will be provided by the Village, by property owners, or by other parties. Considerations must be made for pruning, watering, and removal.



Transitional Areas

- Higher intensity buildings should not cast a shadow line on surrounding areas. To avoid this, buildings should be stepped back on their upper stories or designed in such a manner as to reduce the massing in certain parts of the building to allow sunlight to pass through.
- Well-designed, pedestrian friendly buildings are much more effective at providing an appropriate transition along street frontages from the highway corridor to the surrounding neighborhoods than berms, fences, and walls.
- A buffer containing vegetative landscaping, walls, and/or fences should be provided around the side or rear parking areas that abut residential development consistent with the zoning ordinance.
- Landscape buffer shall be a vegetative edge of at least three feet in depth and six feet in height at installation and contain a mix of evergreen and deciduous trees and shrubs such that the buffer shall be sight impervious even during winter.



Use of decorative building elements in a rhythmic pattern is suggested to break up large building masses.



Street Network

The Village Center includes streets designed to accommodate the needs of each use and provide a safe circulation pattern for vehicles, pedestrians, and bicyclists. Each street in the Village is 70 foot width to allow for driving lanes, on-street parking, landscaped median, street terrace, sidewalk. The examples below demonstrate the possibilities. The widths for each section can be changed to suit the needs of the Village Center. Section A shows an example for the residential street near the 12 acre park. Section B shows an example of the retail district near the Village Green. The following numbers were used for the cross sections:

- Driving lanes - 10 ft
- Parking lanes - 8 ft
- Landscaped median - 4 ft
- Sidewalk and terrace - 15 ft

Figure 3.1: Street Section View near 12 Acre Park (facing east)

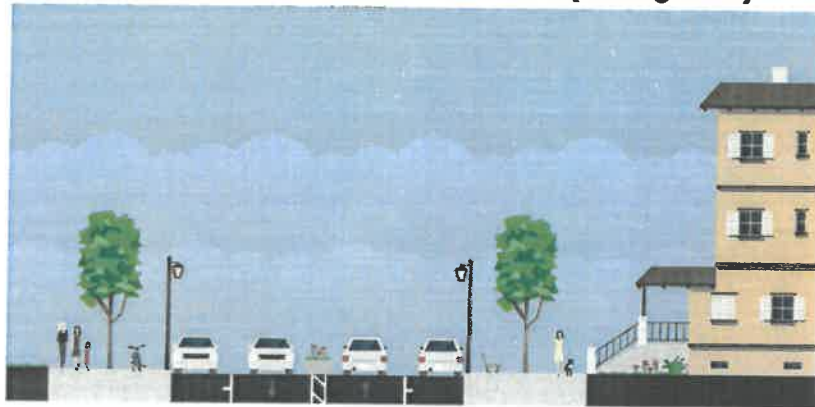


Figure 3.2: Street Section View near Village Green (facing north)



Maintenance

Maintenance will create an attractive, safe central Village Center valued by all of Harrison. Maintenance plans should be created for the public realm and all developments, both public and private. The Village should establish a complete maintenance plan. The plan should include elements such as: clean-up programs, landscaping, lighting maintenance, sidewalk cleaning and repair, street furniture cleaning and repair, street sweeping, trash pick-up, and tree-trimming.

Streetscape and building materials should be selected for durability and longevity. An adequate number of waste and recycling receptacles should be provided and an appropriate collection schedule established. Landscaping plants should be chosen that require less water and maintenance; officials should plan and provide adequate maintenance for plantings. The Village should also develop maintenance policies for special events within the Village Center.

Utilities

Utility placement should be considered an important design element. Above-ground utilities should be visually compatible with other streetscape elements. Whenever possible, utility lines should be placed underground in

the public right-of-way. When feasible, bury overhead wires and transformers during street reconstruction. Overhead utilities should be consolidated whenever possible to minimize the necessary number of poles. Utility equipment that must be placed on the sidewalk should be located to avoid pedestrian conflict.

Safety and Security

Residents, workers, and visitors of the Village Center expect a clean, appealing, safe, and secure environment all day, every day. To create and maintain a healthy and vital Village Center, it is important to make it feel safe. Sidewalks, alleys, and other pedestrian routes should be easily identifiable, accessible, and well lit. Improve lighting in alleys for rear entrances and parking. Clear visibility and observability creates safe areas. Reduce the number of locations people may loiter unnoticed. Adequate crosswalk definition, clear sightlines, pedestrian refuges, and appropriate lighting minimize pedestrian-vehicle conflict in intersections. Buildings should have doors, windows, and storefronts at street level and provide "eyes on the street" to naturally deter crime. Active street-floor building uses encourage people to feel secure in the company of other people. Streetscape design should discourage vandalism and encourage maintenance and care of the village built environment.



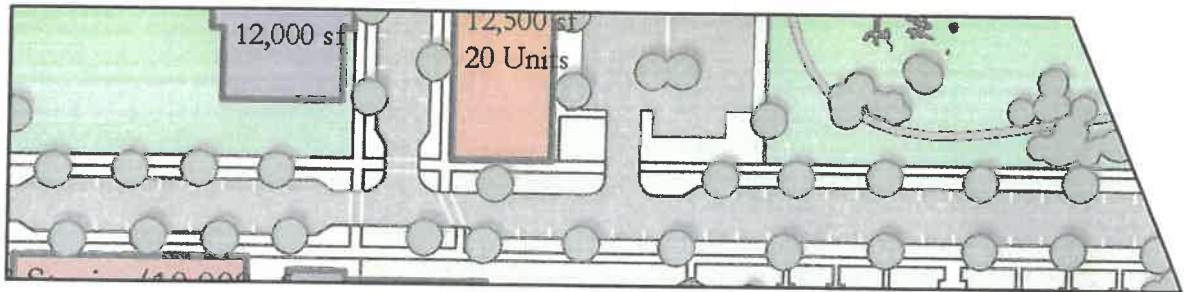
Sidewalks, alleys, and other pedestrian routes should be easily identifiable, accessible, and well lit.

Design Districts

1. Civic Campus - Design guidelines concerning the civic campus focus on the public realm and public streetscape. The buildings and structures located within this sphere are for municipal government functions such as village hall offices, library, community center, fire and emergency operations, and parks and recreation.
2. Village Green - The Village Green District is the focal point of the Village Center. The intent of this district is to promote designs that frame the village green and provides increased activity both on the programmatic and land use direction. The Village Green is a mixed use area with commercial on the ground floor and residential on the upper floors.
3. Retail District - The retail district establishes the entrances and the first impressions into the Village Center. The intent of this district is to promote design that exceeds that of the typical commercial strip development. These guidelines provide a framework to create signature entrance ways and view shed into the village green as new development projects are brought forward.
4. Residential District - The residential district serves as a transitional buffer or zone between land uses proposed in the Village Center. New residential to the south of the Village Center along Manitowoc road will serve as a transitional buffer between existing land zoned for industrial and the proposed parks and recreational facilities. New residential to the north in the Village Center will serve as a transitional buffer between proposed retail and existing single-family residential uses.

Figure 3.3 Design Guidelines Matrix

Village Center Design Guidelines Matrix				
Guideline	Civic Campus	Village Green	Retail District	Residential District
Parking	On-street parking Parking in rear lot	On-street parking	On street parking Parking in rear lot	Parking in surface lot
Building Height	Maximum of 2 stories	Minimum/Maximum of 3 stories	Maximum height of 1 story	Minimum height of 2 stories Maximum height of 3 stories
Permitted Uses	Municipal services, parks, and recreation	Public space, retail, restaurant, office, residential	Retail, restaurant, office	Residential
Building Placement	Adjacent to sidewalk All buildings oriented towards Village Green	Setback of 15 feet to allow for pedestrian zone, café zone All buildings oriented towards Village Green	Setback of 15 feet to allow for pedestrian zone, café zone No grass allowed in setback	Maximum setback of 15 feet
Signage	Monument	Awnings Canopy Projecting Window decals Raised or painted letters Wall mounted Sandwich boards	Monument Awnings Canopy Projecting Window decals Raised or painted letters Wall mounted Sandwich boards	Monument
Streetscape	Wayfinding Signs Benches Lighting Waste receptacles Banners Bump outs Bollards Trees Special pavement crosswalks Planters Bicycle racks Informational kiosks			Wayfinding signs Benches Lighting Waste receptacles Trees Banners



CHAPTER FOUR IMPLEMENTATION

IMPLEMENTATION

The Village of Harrison took it upon themselves to prepare for the development that will occur over the next 10 to 20 years in their community by planning for a Village Center. This document provides the summary of the desired Village Center appearance for prospective developers and design guidelines. The Village also needs to accomplish additional strategies that will assist in successful implementation.

The implementation chapter includes a developer list of known developers that work in the region, a list of specific merchants, a general list of businesses that will do well in the Village, a list of programming events for the Village Green, and an implementation matrix that lists strategies for the Village to accomplish in the coming years. The implementation matrix includes action items, responsible parties, timing, cost & funding estimates, and discussion of the action item.

As the village moves forward with the Village Center, financing will be a key factor. The Village already has a Tax Increment District (TID) #1 on the western side of the Village. The Village should consider a TID #2 that covers the entire Village Center properties. Tax increment financing (TIF) can be a powerful economic development tool. TIF should be a component of the financing plan for the Village Center. TIF, combined with a comprehensive approach to economic development, can be used for more than just infrastructure and traditional redevelopment activities, and it can leverage other financing tools. Under the right circumstances, TIF can generate enough funding to make a real difference. And with the right safeguards in place, TIF encourages government and the private sector to form a partnership based on each other's strengths.

From the Village's perspective, TIF's distinctive feature is that it provides a means to access new tax revenues to support the creation of these same new revenues, and more. Public investment increases private property values, which increases property tax revenues. Those new revenues can be leveraged to pay for the improvements that attract the private investment, setting up a virtuous cycle of increasing development that pays for itself and increases the tax

base. The Village should consider creating both "pay-as-you-go" financing as well as securing bonds to pay for the up-front development costs when creating a new TID.

General Businesses List:

- Sandwich Shop/Deli
- Family Restaurants
- Insurance Companies
- Investment Companies
- Accounting Firms
- Hair Salons
- Massage/Spas
- Fitness Center
- Yoga
- Cellphone Stores
- Floral Shops
- Gift Shops
- Bowling Alley
- Roller Skating Rink
- Paint & Pottery Studio
- Veterinary Clinic

Village Green Park Programming Events:

- Farmer's Market
- Movies in the Park
- Art/Craft Festivals
- Food/Cooking Festivals
- Public Art Displays
- Concerts
- Yoga in the Park

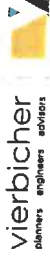
The next few pages include the specific retail list, developer list, and the implementation matrix.

Table 4.1: Village Center Potential Businesses

Village of Harrison - Village Center Potential Businesses	
Name	Area of Focus
Grand Stay	Hotel Conference Center
Sendik's	Grocery
Aldi	Grocery
Walgreen's	Health & Personal Care
CVS	Health & Personal Care
Dollar Tree	General merchandise
Penzy's Spices	Specialty Foods
Restaurants	
Baskin Robbins	Specialty Foods
La Coppa Gelato	Specialty Foods
Zesty's	Specialty Foods
Blaze Pizza	Specialty Foods
Sprecher's Restaurant & Pub	Specialty Foods
CopperRock Café	Coffee
Papa Murphy's	Pizza
Professional Services	
The Docking Station	Co-working space
Gunderson Cleaners	Dry Cleaner
ThedaCare	Medical/Dental
Affinity	Medical/Dental
Dental Associates	Medical/Dental
Capital Credit Union	Financial
Fox Communities Credit Union	Financial
Thrivent	Financial

Village of Harbor - Village Center Potential Developer List

Name	Company	Address	Phone	Website	Area of Focus			
					Retail	Hotel	Residential	Office
Garrit Bader	GB Real Estate Investments LLC	300 N. Van Buren Street, Green Bay, WI 54301	(813)500-0296	www.gtb-re.com	X		X	
Mike Cluff	Beechwood Hotel Group LLC	1025 Thoroughbred Lane, DePere, WI 54114	(920)410-0793	beechwooddevelopment.com		X		
David Donoian	Colliers	200 South Washington Street, Suite 203, Green Bay, WI 54301	(920)347-9424	www.colliers.com/david.donoian	X			
Eric Goerke	Alliance Management LLC	2200 Dickinson Road Blding 4 Suite D, De Pere, WI 54115	(920) 347-4111	www.alliancewi.com/			X	
Fred Jacques	Alliance Development	230 Ohio St. Suite 200, Oshkosh, WI 54902	(920)230-3628	www.alliancedevlopment.biz	X			
Paul Kosmoski	Kos Management	1270 Main St #101, Green Bay, WI 54302	(920) 432-9230	www.kosmanagement.com/	X		X	
Michael Lindner	Hotel R&D LLC	944 Evan Street, Oshkosh, WI 54901	(414)379-2105			X		
Mike Maedlke	Commercial Horizons	111 N. Washington St. #400, Green Bay, WI 54301	(920)434-5802	commercialhorizons.com			X	
Jeff Noeldner	Midwest Expansion	2300 Lineville Rd # 200, Green Bay, WI 54313	(920)434-7707	www.midwestexpansion.com	X		X	
Mike Pfefferle	Pfefferle Management	200 E Washington St, Appleton, WI 54911	(920)730-4280	www.pteffferle.biz	X		X	
Grant Schwab	The Morgan Partners LLC	601 Oregon Street, Ste B, Oshkosh, WI 54902	(920)376-9151	themorganpartners.com	X		X	
Randy Stadtmueller	Stadtmueller & Associates	345 N. Main Street, Kimberly, WI 54136	(920)731-3989	http://www.stadtmuellerandassociates.com/	X		X	
Michelle Stimpson	Lexington Homes	1300 N Kimps Ct, Green Bay, WI 54313	(920) 662-1611	www.lexingtonneighborhoods.com/			X	
Robert Toonen	Toonen Companies	2830 Curry Court Suite 4, Green Bay, WI 54311	(920)406-9300	http://topnenproperties.com/			X	
Jason Tschantz	Advisor Management	424 S Monroe Ave, Green Bay, WI 54301	(920) 430-2000	advisormanagementllc.com	X		X	



Village of Harrison - Village Center Implementation Matrix

Item #	Action Item	Responsible Party	Timing (Phasing)	Cost & Funding	Discussion
1	Host regional developer "Showcase Tour" to emphasize readiness to develop the planning area, introduce the four design districts, and update developers on recent development in and around the Village Center.	Village Staff, Real Estate Brokers and Developers, Bankers	2017	\$500-1,500	The Village should promote the Village Center to developers. A further step, now that a concept has been completed for the four design districts, is to introduce the concept to developers, while at the same time emphasizing the recent development and residential growth that has been occurring in and around the Village Center.
2	Work with landowners to lock in a land price should the Village and a developer wish to move forward with development.	Village Board and Staff, Landowners	2017	\$Varies, TBD	The Village should meet with current landowners to secure a land acquisition plan. This plan should address acquisition timelines, ownership, environmental remediation, and development.
3	Meet with area medical facilities to discuss available land and potential for major clinic location in the Village Center.	Village Staff and Medical Organizations	2017	\$0	Securing a medical clinic/ facility as an anchor to the Village Center would provide enhance the economic and civic impact and would serve as an attraction to spur additional development.
4	Ensure pedestrian-friendly street designs and pedestrian/bicycle amenities are included as municipal infrastructure is built-out.	Village Board	Ongoing	Integrated with street construction costs	While the final concept plan recommends a connected street network with pedestrian- and bicycle-friendly elements, it will be important to continue to ensure that the details of pedestrian-friendly design are adhered to as specific construction plans are drawn up for the street network within the Village Center.
5	Consider creation of a new Tax Increment Finance District to spur the development of the Village Center.	Village Board	2018	TBD based on year of implementation	The Village should consider creating a new TID to help spur the economic development for the Village Center. Creating a new TID would be attractive to developers and drive development towards the center of Harrison.
6	Consider creation of a special events committee to advance programming for public spaces within the Village Center.	BID Board, Business Owners	2019	TBD based on year of implementation	Special events and community gatherings will be an integral part of ensuring that the Village Center becomes a successful neighborhood. Creating great public spaces is only part of the equation—once one or more of the public spaces in the Village Center have been established, the Village should consider convening a dedicated committee to undertake programming for events. Events could be weekly, such as a farmers' market, or yearly, such as an art fair.
7	Discuss creation of a Business Improvement District (BID) with developer(s) and business owners around the Village Green and throughout Village Center once commercial development has reached sufficient volume.	Village Board, Developer(s), Business Owners	2019	TBD based on year of implementation	BIDs are most typically found in older "Main Street" areas with a diversity of small business owners. However, it is possible to form a BID wherever there are willing business owners. BIDs can take on cross-marketing, sidewalk snow removal, waste collection, special events, advertising, and other duties that make a commercial area more successful. Depending on how the Village Center is developed, formation of a BID could be an important strategy if a BID is formed, the committee discussed under # 7 may not be necessary).
8	Revise Village parking ordinance to reduce parking requirements.	Planning & Zoning Commission, Village Board	2017	\$0	Revision of the Village's parking ordinance is critical to the future success of the Village Center as a successful pedestrian-oriented district. The Village's current parking ordinance requires far too much parking for commercial development, which would result in low assessed values and spread out, unwalkable environments if implemented. While much, if not all, development in the Village Center is likely to occur as a Planned Development District, shared parking should also expressly be permitted as part within the Planned Development District.
9	Consider implementing a form-based zoning code to require specific design elements of buildings/sites within the four design districts.	Planning & Zoning Commission, CDA, Village Board	2017	\$0	There are many reasons that form-based zoning can be advantageous in guiding implementation of a mixed-use area such as the Village Center: they are prescriptive (they state what is wanted) rather than prescriptive (what isn't wanted); they allow citizens to better envision what will happen; they allow for a diversity of architecture by multiple developers with a communally agreed-upon vision and legal framework; they can be shorter, more concise, more visual, and organized for better understanding by non-professionals; they can require less oversight by discretionary bodies; they are more enforceable than design guidelines.
10	Meet regularly with regional staff from the Wisconsin Economic Development Corporation, East Central Wisconsin Regional Planning Commission, and Calumet County Economic Development staff to coordinate on Harrison development efforts.	Village Staff	Ongoing	\$0	There are a multitude of governmental entities beyond the Village that are working to promote economic development. The Village should meet regularly with Calumet County, ECWRPC, and state economic development staff to share successes and provide updates on what the Village is pursuing. At the same time, Calumet County, ECWRPC, and WEDC can share information on initiatives and leads that the Village may wish to participate in.
11	Develop sidewalk café ordinance.	Planning & Zoning Commission	2017	\$0	An important part of establishing a vibrant commercial district is allowing outdoor food and drink to be served on public property. The Village Center will be designed from the ground up, and will be more likely to integrate dedicated outdoor dining from the outset than a traditional downtown. Accommodating sidewalk cafés will remain a need, and an ordinance regulating such a use should be adopted in anticipation of the establishment of restaurants within the Village Center.



LAND USE

Land Use

Introduction

Considering the rapid growth of the community, the village staff gave careful thought to future land use. Public participants had opportunities to review future land use proposals at public meetings. The land use element is essential for creating a useful tool for decision makers to guide growth and development in their communities. The future land use map is also essential for developers to see where the growth is expected.

Community Survey

Over 54% of respondents agree the Village should enforce community-wide aesthetic requirements for development. 51.7% agree the different types of land uses should be strictly separated. This relates to the overwhelming response of 82.1% that agree the environmentally sensitive areas should be protected from development pressures. The respondents were consistent with their community design and appearance by agreeing that the Village should limit its residential development to mostly single-family detached houses, and limit the development of apartment buildings.

Existing Land Use Patterns

Existing land use patterns are those that are presently found at a location. Land use is different from zoning. Land use is a broad term that describes the general nature of the activity that exists or may occur on a parcel. Zoning is a specific set of regulations that narrowly defines the specific uses, as well as setbacks, height, floor area ratios, and other site characteristics. For example, a residential land use category might include single-family and multifamily zoning districts. The existing land use patterns for the Village of Harrison are displayed in Map 12.

As discussed before, Harrison land use is predominantly Agricultural (69%) shown in figure 12, followed by residential land use (17%), and

wetlands (13%). Single-family sewered land use is the predominant residential land use (65%) shown in figure 13.

Figure 12: Village of Harrison Land Use Distribution

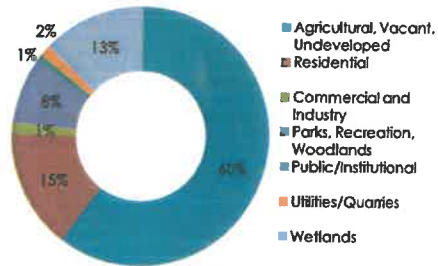
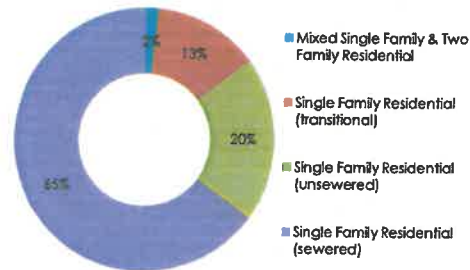


Figure 13: Village of Harrison Residential Land Use Distribution



Wetlands, Floodplains, and Soil Limitations

The wetlands land use category represents the third largest acreage for land area in the village. Although the wetland sites are scattered throughout the village, three distinct areas have a greater concentration of the acreage as the Floodplain and Wetlands map reveals.

The western edge of the village has an extensive amount of wetlands located south of USH 10 and STH 114, as well as the area located between the highways and the Canadian National tracks. A second area is located east of CTH "N" between USH 10 and STH 114. This area, in particular, has some significant woodland parcels that are worth preserving. The third area that has substantial acreage associated with woodlands and wetlands is located south of the Village of

Sherwood, particularly the area located between Kees Road and South Harwood Road. The land area lying south of Harrison Road also has acreage designated as woodlands and wetlands, with surrounding agricultural lands.

A major challenge facing the Village of Harrison during the planning period will be developing strategies and Village policies that could ensure the preservation of these important, and yet unique land areas.

Areas where soil characteristics may create limitations of varying degrees in the development of building sites are shown on Map 11.

Slight – limitations are minor and easily overcome.

Moderate – limitations can be overcome or minimized by special planning and design.

Severe – development is necessary, a major increase in construction effort, special design, or intensive maintenance is required.

Much of the future development will be encroaching into soils that are considered either severe-moderate or severe. This does not mean development cannot occur, but that construction technique will need to take into account the type of soil in these areas.

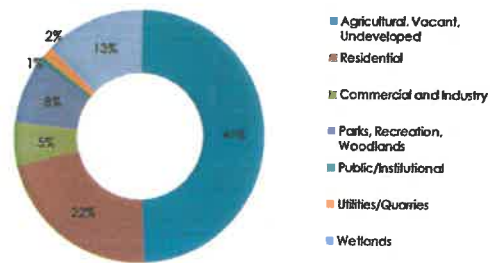
Future Development Demand

Considering the Village and Town are expected to increase from approximately 3,980 in 2015 to 4,670 in 2020 and over 6,000 by 2030. Harrison should prepare to add 100-150 units per year based on these estimates. That ranges from 1,200 to 1,800 units over a 12 year period. The Village Center plan includes a suggested 560 units with three phases for development. This leaves between 711 and 1,311 units that will need to be built over that time frame. These new homes will consume a varying amount of land depending upon the density of development, as measured in units per acre.

Future Land Use Patterns

Considering the incorporation and expected growth, future land use will change the existing land use patterns. Agricultural, vacant, and undeveloped land will experience an 18.5% decrease. However, the agricultural, vacant, and undeveloped land will be the predominant land use. Single-family sewerred and single-family unsewerred will experience increases in their land use categories, 62.8%, and 37.9%, respectively.

Figure 14: Village of Harrison Future Land Use Distribution



The future residential land use category adds 1,513 acres of land for future residential development. Table 13 displays the increased acreage for land use categories that will expand in the future.

Table 13: Village of Harrison Increased Acreage

Land Use Classification	Acreage Needs
Commercial	500
Industrial	360
Parks and Recreation	22
Single Family Residential (sewerred)	1,273
Single Family Residential (transitional)	240

The Comprehensive Plan's land use goal states: To provide for orderly growth and development that ensures the character, magnitude, and location of all land uses are considered in achieving a balanced natural, physical, and economic environment, and contributes to the general health, safety, and welfare of the Village's residents and property owners.

Objectives identified include ensuring that growth is orderly and that development occurs in a planned and coordinated manner; and ensuring that development is compatible with neighboring land uses and the natural environment and preserves the character of existing neighborhoods, all while considering long-term implications.

Thus, the future land use is to be structured around these two basic premises, the existing conditions and development goals and objectives. The Future Land Use map (Map 13) illustrates the proposed scheme for land use development. This plan map is discussed in the following sections for each land use category.

Residential

Residential development in the Village has been significant in recent years and is perhaps affecting the greatest pressure on the Village rural agricultural character. Because of the Village location with relatively convenient access to the Fox Cities and the communities of Appleton and Menasha, as well as the potential Village Center, and the availability of large acreage for future development, Harrison will continue to experience residential growth. The aim of the land use plan is to guide the growth to appropriate portions of the village and influence the type and design of such development.

Recent residential development has been a mixture of "suburban" residential subdivisions served by public sewer services and rural residential development without public sewer. To achieve the desired mix of residential development, the Village should continue to plan areas for each type of development. Regarding potential residential development served by public sewer and water, the availability of such public utilities is the greatest factor influencing development. The Village has significant control over the location of such facilities and, thus, can help implement the land use plan more easily through the timing and placement of services.

To meet the village's goals and objectives and ensure high-quality orderly growth, several development policies are put forth in this plan.

This section discusses the recommended locations for various types of residential development and the corresponding policies for each type. The recommended future residential development is divided into three areas, each with its own set of guidelines for development. These are described as follows:

Sewered residential

This future land use category is proposed for regions that either already are, or are proposed to be, served by public sewer and water. Because areas either have or are planned to have public sewer services, it is recommended that only development served by public sewer be allowed. Development utilizing private on-site wastewater treatment systems should be discouraged. Because of the inefficiencies and greater costs associated with providing sewer and water services to previously developed areas, it is recommended that limited development occurs in these regions until actual services can be provided.

Parts of this region are included in the Heart of the Valley and Neenah-Menasha Sewer Service Area, which makes such land available to receive actual sewer service. As properties develop, sewer service area amendments should be sought to extend the Sewer Service Area to other parts of this region. The Village will need to reach out to the East Central Regional Planning Commission to prioritize new areas to receive sewer service based on achieving orderly growth, as well as economic and engineering factors. Ideally, growth would occur gradually outward from the existing developed core rather than sporadic and scattered pockets of growth.

Future development served by public sewer should follow the density and standards of the Harrison Zoning Ordinance. That ordinance specifies a maximum density for the following zones:

Table 14: Village of Harrison Zoning Maximum Density

Zoning Districts	Units per Acre
Single-family Residential (RS-1)	3.6
Single-family Residential (RS-2)	5.8
Two-family Residential (RT)	4
Multiple-Family Residential (RM)	6 to 15

The proposed Village Center is a great location for multi-family residences, duplexes, and apartments and townhouses that will act as a transition between industrial, commercial and mixed-use regions and single family residential areas. Multifamily development should be accomplished using the Planned Development overlay district. In this way, the Village will retain control over the location and site design of such uses.

Transitional residential area

The second residential land use category is known as the transitional residential area. This region encompasses the north central portion of the village. These areas are planned to receive public sewer and water service by 2030 according to the Sewer Service Area Plans. To balance the need to serve these areas efficiently in the future with the competing pressure for rural residential development before sewer service, the recommendations of this category are geared toward promoting a transition from non-sewered development to eventual hook-up to public sewer service.

Preferably, most of this region will remain undeveloped until public services can be provided, but because of the longer timeframe to extend such services and the pressure for rural residential development, it is recognized that restricting all non-sewered development might not prove feasible. Thus, the recommendation is that limited amounts of non-sewered development should be allowed, but subject to several conditions.

First, all major developments should be established using conservation by design subdivisions. This development technique will allow the development to be shifted to one or a few parts of the overall property, creating community-wide networks of open space. By

grouping the actual home sites, it will be easier to retrofit the development with public utilities since frontages and individual lot sizes will be smaller. Also, conservation by design methods might facilitate the use of cluster systems which in turn would facilitate future changeover to public sewer service.

The second recommended condition for allowing development in this region is that a lower residential density and a minimum amount of undeveloped open space should be established to allow for additional development at the time that sewer service is provided. The general idea of this recommendation is to limit the overall amount of non-sewered development that occurs before public sewer service and to allow for greater density to be achieved when service is provided. The open space that is required for conservation by design subdivisions should be divided into two categories. The first category is permanent open space integrated with the non-sewered development. The second category is additional open space that is set aside for future development when the public sewer is provided. In this way, there will always be open space associated with the initial non-sewered development, yet additional growth is permitted that can allow these regions to be more efficiently and economically served by public sewer.

The details of this approach need to be spelled out within the Village's zoning and subdivision ordinance, although one suggested scenario is to require a maximum density of roughly one lot per 5 acres owned with a maximum lot size of 60,000 square feet. This scenario would allow for some development potential to be realized before the actual provision of sewer service while allowing the created lots to be more efficiently retrofitted with public sewer service at a later date. The balance of the development would be open space. However, once sewer service becomes available, then a portion of the open space would be allowed to develop at the density for property served by public sewer.

A third recommended condition for non-sewered development within the Transitional Residential

Area is to engineer developments with future sewer service in mind. Proper street grades, utility easements, the location of holding tanks and drain fields and other factors should all be examined at the time of development so that it is easier to accomplish hook-up to the public sewer in the future. The village might also consider requiring the installation of the infrastructure so that when sewer service arrives, all that is needed is to connect the pipes.

The Transitional Residential region is envisioned to receive public sewer service eventually. As the Sewered Residential region develops to a degree, then the Village should look to extend sewers to this region. A phasing plan should be developed to determine which specific parts of this region should be serviced first. Once sewer service is provided, development should proceed according to the guidelines for Sewered Residential.

Parts of the Transitional Residential region have been previously developed with on-site systems. Some of these systems are older and there have been some failing systems reported. To prevent pollution problems and to make system upgrades more cost effective for property owners, the Village should extend public sewer service to any areas with known or suspected failures. There are some sewage holding tanks and individual on-site septic systems within the Neenah/Menasha Planning Area and in the Heart of the Valley Planning Area. There are no large holding tanks present in the Neenah/Menasha Planning Area, and only one large holding tank in the Heart of the Valley Planning Area.

Unsewered residential

The third proposed residential area of the Village is the unsewered residential area. The areas are the Northeast portion of the village east of Hwy 55, and the Southeast portion of the village south of Hwy 10. This region is largely rural residential development and is not slated to receive public sewer service in the foreseeable future. Because public sewer service is not expected, rural residential development served by private on-site wastewater treatment systems should be permitted. This unsewered residential

development will allow for the Village to continue providing a mixture of residential types without seriously compromising areas planned for eventual sewer service. It is further recommended that utilizing conservation by design subdivisions is encouraged to promote the preservation of open space and natural areas as well as give greater design flexibility.

Secondly, it is recommended that the total amount of growth within this region is monitored and restricted, if necessary. Although some rural residential development without public services is expected and desirable, a greater share of the future residential development should be steered toward the region served by public sewer service. This approach will allow Harrison to extend needed services in a cost-effective manner, while simultaneously promoting orderly and efficient development that maintains the village's open spaces for a longer period.

In order to achieve the objectives of the land use plan, the Village should strive for a percentage of 75% sewered lots. Growth management techniques such as the sensible use of rezonings from agriculture, limits on the number of non-sewered lots created, establishing primary growth areas, and other restrictions should be employed in the non-sewered regions to achieve this aim.

Like the Transitional Residential region, there may be previously developed areas with failing on-site septic systems. If it proves cost effective, the Village should strive to extend public sewers to serve neighborhoods with known problems.

Commercial

The Commercial areas are planned in the vicinity of County Road KK, Highway 55 near County Road KK, east of Lake Park Rd, and the Village Center. The commercial development along the southern strip of County Road KK and both sides of Highway 55 will allow existing and future business to take advantage of existing natural features and pockets of residential development to break up the commercial development. There are Commercial District design standards included in the zoning ordinance.

Commercial development served by public sewer is preferred for most of the commercial areas. In particular, the County Road KK, and Highway 55 should be reserved for development served by public sewer. These areas are critical for commercial development in the village, and thus high-value, high-employment uses should be directed there. As the population of Harrison rises, there will be a need for more neighborhood-type commercial activities. This type of use would be geared more toward the retail and service needs of the nearby residents as opposed to the highway commercial uses serving the needs of the highway user and entire region. The Village Center is one area for neighborhood-type commercial activities. Examples include grocery stores, hardware stores, and services such as a dental office or banking facilities.

Industrial

The future industrial regions of the Plan are considered light to medium industrial activities. Each of these categories has distinct purposes and recommendations. One of the light industrial locations is north of Hwy 10, allowing convenient access for future businesses. This industrial area is near the Lift Station study area, which will allow for businesses with public water and sewer service needs.

There are four small lot parcels scattered throughout the village with the industrial designation. These parcels are light industrial businesses. However, it is highly recommended to cluster any new industrial businesses in the industrial zoning district.

Mixed-use

The Future Land Use map calls for mixed-use areas along County N from Manitowoc Road to Highway 10, and along Lake Park Road from Woodland Road to Sonny Drive. Only development served by public sewer should be permitted to ensure high-quality high-value developments. The Village should develop a plan to prioritize future expansions of sewer service and to achieve orderly growth outward from the existing development. These mixed-use areas should blend residential, commercial, cultural, institutional, where those functions are

physically and functionally integrated, and that provides pedestrian connections.

Village Center

The proposed Village Center location is along Manitowoc Road. This area is a commercial/mixed-use area that will serve as the Village's commercial and social center. The location has convenient access and high visibility to County Highway N. As discussed in the Commercial uses section, there may be a need for a future neighborhood commercial area. A portion of the mixed-used category should contain neighborhood commercial area. Examples include grocery stores, hardware stores, and services such as a dental office or banking facilities. Also, the Village Center will contain residential units, a village square, parks, and a network of trails for pedestrians and bicyclists. Refer to the Village Center Plan noted as Appendix C of this Plan.

Agricultural

Agriculture is the largest current land use category in the village and will continue to be the largest land use even with the future development. As development pressure slowly erodes the amount of farmland, the predominance of agriculture in Harrison will remain evident for some time. The preservation of active farming regions helps to direct development to other parts of open space, which partly define the village's character.

The southeastern portion of the village is planned for agricultural usage. This large region contains no intensive development or subdividing activity. Also, this area is not in a sewer service plan area. The primary recommendation is direct future growth away from this region for other parts of the village. Limited amounts of new scattered residential parcels should be allowed, but rural residential subdivisions should be disallowed until other parts of the village develop to a greater degree.

Institutional

For educational facilities, the Village of Harrison is served by the Kimberly School District and Kaukauna School District. Currently, Sunrise Elementary and Woodland Elementary & Intermediate School are both located in the

Village of Harrison. According to the Kaukauna Area School District (KASD) Long Range Facilities Plan, dependent on growth and sanitary and water service, the area between Highway KK, Highway 55, State Park Road, and Manitowoc Road may provide a potential site for a new KASD school. It is recommended that Harrison meet with officials of the KASD to discuss any other potential school sites and take appropriate actions to identify and reserve sites.

Currently, Village offices are located at the intersection of Highway 114 and State Park Road. There are two fire stations, one that serves the southeastern area of the village, and another that serves the western half of the village. The Waverly Sanitary District office is in the village. The Village Center concept plan includes a Municipal Building that house the Village offices and fire station.

Recreational

There are four park sites in the Village of Harrison. Clover Ridge (mini-park), Darboy Community Park and Harrison Athletic Association Fields are Neighborhood Parks, and High Cliff is a State Park based on state classifications. Also, the Village maintains six special use boat launches and access areas. These recreational areas total over 58 acres. The Harrison schools also have recreational land available for public use. There is a Golf Course, a private park, a sports complex, and church facilities with playing fields.

According to the Town and Village of Harrison Comprehensive Outdoor Recreation Plan 2015-2019 (CORP), the village is in need of additional recreational space. The future land use map shows areas for additional park spaces and pedestrian corridors. As seen in the CORP, there is potential for a regional park with connected trails throughout the community. Also, the Village Center provides additional recreational areas and pedestrian corridors.

Potential Land Use Conflicts

At this time, the Village Center and Industrial Park areas have not been developed. The village staff will need to make sure to enforce design standards for the industrial park parcels that face the Village Center.

Goal, Objectives, Policies

Goal

To provide for orderly growth and development that ensures the character, magnitude, and location of all land uses are considered in achieving a balanced natural, physical, and economic environment, and contributes to the general health, safety and welfare of the Village's residents and property owners.

Objectives

1. Ensure that growth is orderly and that development occurs in a planned and coordinated manner. Make land use decisions in accordance with the approved and adopted Comprehensive Plan, as well as any other pertinent development plans that are approved and adopted. Consider long-term implications of land use decisions.
2. Ensure that development is compatible with neighboring land uses and the natural environment and preserves the character of existing neighborhoods. Maintain separation of incompatible land uses.
3. Encourage and strengthen business districts and general urban function by channeling new developments to the appropriate zoning districts set aside for those land use purposes. This includes developing a vibrant Village Center district with mixed uses, and which makes use of high-quality multi-use buildings, features, and natural resources, while encouraging architectural integrity and community character.
4. Maintain and enhance the general community appearance and aesthetics of Harrison.
5. Maintain the efficient and economical delivery of Village utilities by ensuring that new development is coordinated with existing and planned services.
6. Participate in local and regional planning efforts to achieve a well-planned regional land-use pattern.

7. Involve community residents in planning future growth and enhancing existing districts.
8. Protect environmentally and culturally important areas from development, such as environmental corridors.

Policies

1. Develop a Encourage new development be located where Village services such as streets, sanitary sewers, public water mains, and stormwater facilities can meet the needs of the new development. Develop or revise regulatory tools needed to promote compact development in areas that can be efficiently served by existing Village services.
2. Amend the existing zoning map to be consistent with the recommendations of the Comprehensive Plan.
3. Require developers to pay their "fair share" for improvements needed to support new development requests.
4. Require that all new non-agricultural development located within the Village of Harrison's Sewer Service Area be served by municipal services.
5. Encourage, and provide land for industrial development that through appropriate zoning district designation and adherence to proper planning principles will foster a diversified economic base while not being detrimental to the Village's aesthetics and quality of life.
6. Regularly review the Land Use chapter of the Comprehensive Plan to identify amendments needed for the Plan to continue to effectively guide land use development decisions. Approve major deviations from the recommendations in the Plan only through a formal amendment.
7. Promote architecturally compatible commercial and residential building types to enhance the aesthetics of the Village. Develop a set of building and design standards as needed.
8. Identify, establish, and map environmental corridors. Preserve and enhance the attractiveness of natural features and environmental corridors in order to protect water quality and wildlife habitat, and to

maintain the rural character of the community.

9. Encourage large ownership parcels to be developed as planned developments, rather than subdivided into lots without a coordinated development plan.
10. Incorporate the concerns of community residents in planning future growth and development in the Village.
11. Require new development to bury power utility and telephone lines.
12. Continue to enforce the sign ordinance in the Village to regulate the location, size, and appearance of signs.

Future Land Use
Village of Harrison

- Single-Family Residential (sewerd)
- Single-Family Residential (transitional)
- Single-Family Residential (unsewerd)
- Two-Family Residential
- Multi-Family Residential
- Mobile Home Park
- Farmstead Homes
- Village Center
- Commercial
- Mixed Use
- Parks and Recreation
- Industrial
- Public/Institutional
- Ag. Vacant, Undeveloped
- Special Ag/Nurseries
- Woodlands
- Utilities/Quarries
- Village Boundary

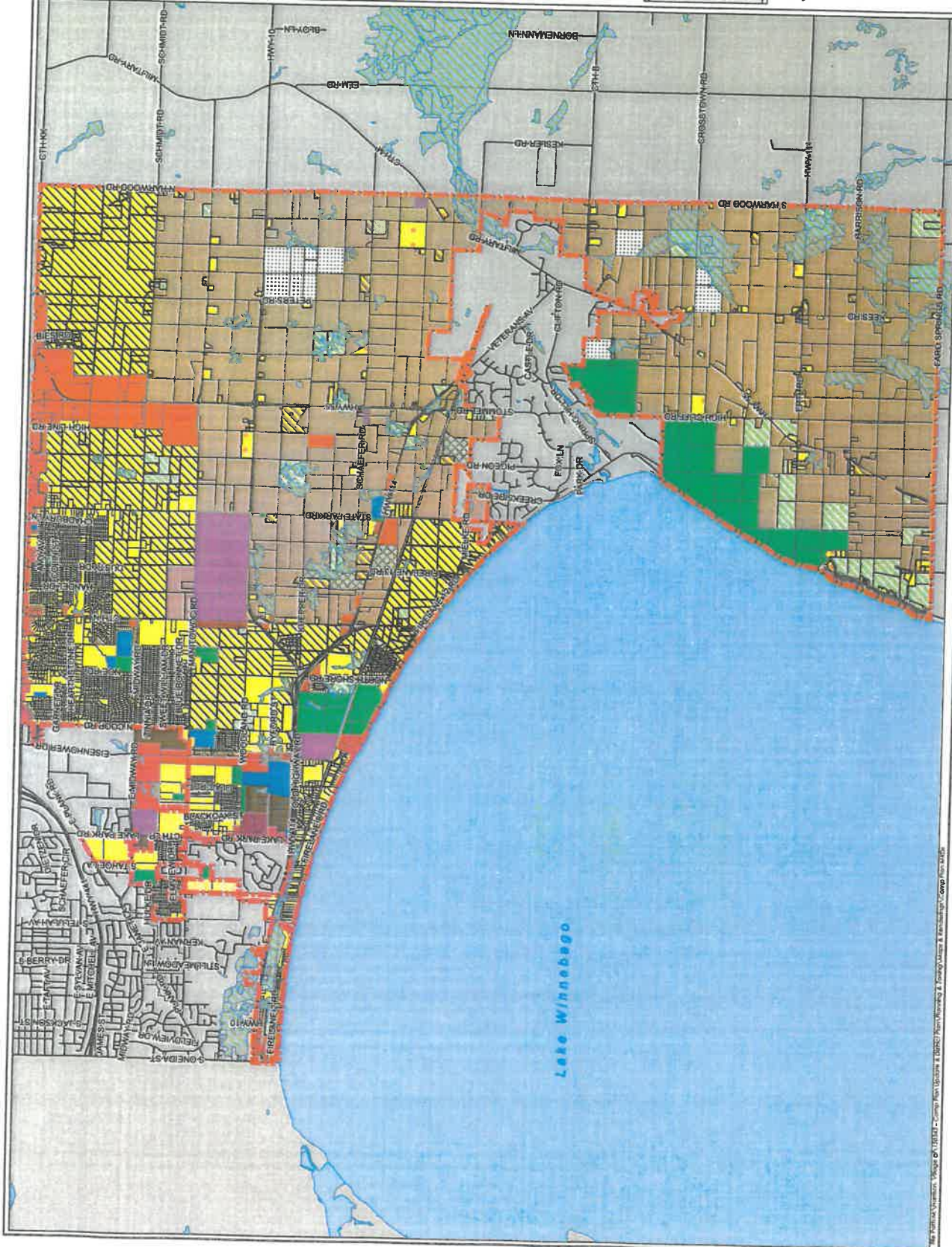
Map 13



Date Created: 12/22/2016
Date Amended: 02/17/17
Map Sponsor: Dale Sauerle (Mayor, Collier County)
A. Vierbicher



vierbicher
planners | engineers | advisors
RESIDUAL - MADISON - PEARIE DU CHERN
1000 Park Street, Madison, WI 53717
Phone: (608) 624-5332 Fax: (608) 624-5380



Map prepared by Vierbicher, Inc. on 12/22/2016. Map 13.130131 - Copy Plan Update & 20162 Plan Winnebago & Perry Lakes & 201622 Plan Woodlands & 201623 Plan Utilities & 201624 Plan Parks & Recreation & 201625 Plan Industrial & 201626 Plan Commercial & 201627 Plan Residential & 201628 Plan Village Center & 201629 Plan Village Boundary & 201630 Plan Village Land Use. Map 13.130131 - Copy Plan Update & 20162 Plan Winnebago & Perry Lakes & 201622 Plan Woodlands & 201623 Plan Utilities & 201624 Plan Parks & Recreation & 201625 Plan Industrial & 201626 Plan Commercial & 201627 Plan Residential & 201628 Plan Village Center & 201629 Plan Village Boundary & 201630 Plan Village Land Use.

Sec. 117-96. - Village center overlay zoning district (VCO).

- (a) *Intent.* The intent of this village center overlay zoning district is to establish uniform zoning standards to accommodate pedestrian oriented retail and office businesses and other uses located in a multi-purpose environment within the center of the Village; that recognizes the unique character of platting, land use and development within the village center; and that necessitates specialized standards to sustain a unique place. This overlay district is further intended to supersede standards of the base zoning district that allows an intensively developed, compact area consisting primarily of multiple-family residential, retail and office businesses with multi-purpose development where appropriate and maintains the surrounding residential neighborhood supporting the unique village center. The overlay district is further intended to promote human scale design through proportional size, mix, and arrangement of buildings and public spaces, and streetscape features; and to establish connectivity to activity areas.
- (b) *Boundary of village center overlay zoning district.* The standards of village center overlay zoning district within this section shall apply to and include properties as shown on the official zoning map, with the general boundaries to include approximately 80-acres on the northeast corner of County Road N and Manitowoc Road. The provisions of this section shall be in effect on a property or properties within the boundary of the village center overlay zoning district and shall apply to all buildings and structures erected and all uses of land established after the effective date of this section.
- (c) *Sub-districts of the village center overlay zoning district.* To achieve the intent of the village center overlay district, sub-districts are created. The sub-districts of the village center overlay district are as follows:
- (1) **Civic Campus.** Design guidelines concerning the civic campus focus on the public realm and public streetscape. The buildings and structures located within this sphere are for municipal government functions such as village hall offices, library, community center, fire and emergency operations, and parks and recreation.
 - (2) **Village Green.** The Village Green District is the focal point of the Village Center. The intent of this district is to promote designs that frame the village green and provides increased activity both on the programmatic and land use direction. The Village Green is a mixed-use area with commercial on the ground floor preferred and residential on the upper floors. Residential on the ground floor may be acceptable if approved by the Plan Commission.
 - (3) **Retail District.** The retail district establishes the entrances and the first impressions into the Village Center. The intent of this district is to promote design that exceeds that of the typical commercial strip development. These guidelines

provide a framework to create signature entrance ways and view shed into the village green as new development projects are brought forward.

- (4) Residential District. The residential district serves as a transitional buffer or zone between land uses proposed in the Village Center. New residential to the south of the Village Center along Manitowoc Road will serve as a transitional buffer between existing land zoned for industrial and the proposed parks and recreational facilities. New residential to the north in the Village Center will serve as a transitional buffer between proposed retail and existing single-family residential uses.
- (d) *Village Center Plan*. The provisions of the Village Center Plan dated February 2017 are incorporated herein by reference, including Chapter 3: Design Guidelines. Except as otherwise expressly set forth herein, this section shall be construed in accordance with the provisions of the Village Center Plan and any interpretations, amendments, rules and regulations promulgated by the Village of Harrison from time to time pursuant to the Village Center Plan. Any capitalized terms not otherwise defined in this section shall have the definitions set forth in the Village Center Plan. The Plan Commission shall have authority to interpret and construe the Village Center Plan and this section and to make any and all determinations under them. A copy of the Design Guidelines can be obtained from the Village Planner.
- (e) *Administration*. Administration of this section shall be guided by the following terms and conditions.
 - (1) The base zoning district is the primary zoning district that applies to a property. Every property within the village center has a base zoning district that establishes the primary type and intensity of land use for the property, along with development regulations of this chapter for that particular type and intensity of land use for the property. The standards within this section apply to all properties of the village center overlay zoning district in lieu of the type and intensity of land use and the development regulations of the base zoning district. If situations arise of the type and intensity of land use and with property maintenance that are not addressed within the standards of the village center overlay zoning district, development regulations of the base zoning district and this chapter shall apply. However, any aspect of the development regulations of the base zoning district or chapter not addressed in the village center overlay zoning district may conflict with and restrict a new use, redevelopment or new development that otherwise meets the intent of, is permitted in, and conforms to other standards of the village center overlay zoning district. When a conflict in regulation is identified, upon finding that the intent of the village center overlay zoning district is maintained,

- the plan commission may waive the conflicting regulation or establish alternative criteria for the new use, redevelopment or new development to adhere to.
- (2) The massing standards of lot size and lot width and/or frontage of section supersede any similar requirement of chapter 115, land division, of this Code.

**Village of Harrison
March-22 Zoning Permit Report**

	Current Year				Previous Year			
	Permits	YTD Permits	Estimated Value	YTD Estimate Value	Permits	YTD Permits	Estimated Value	YTD Estimate Value
Residential								
Single Family	7	18	\$ 2,527,700	\$ 6,536,700	7	17	\$ 3,380,000	\$ 7,628,000
Two Family (units)	0	0	\$ 0	\$ 0	1	1	\$ 600,000	\$ 600,000
Multi Family (units)	0	0	\$ 0	\$ 0	1	1	\$ 14,000,000	\$ 14,000,000
Additions	1	3	\$ 15,000	\$ 85,000	1	4	\$ 45,000	\$ 157,115
Acc. Structures	1	1	\$ 2,900	\$ 2,900	2	3	\$ 18,135	\$ 21,135
Miscellaneous	9	15	\$ 2,900	\$ 80,900	9	16	\$ 76,498	\$ 138,948
Total Residential	18	37	\$ 2,548,500	\$ 6,705,500	21	42	\$ 18,119,633	\$ 22,545,198
Com./Ind.								
New	0	0	\$ 0	\$ 0	0	1	\$ 0	\$ 550,000
Additions	0	0	\$ 0	\$ 0	1	1	\$ 1,825,000	\$ 1,825,000
Acc. Structures	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Miscellaneous	1	2	\$ 300,000	\$ 303,500	2	2	\$ 20,000	\$ 20,000
Total Com./Ind.	1	2	\$ 300,000	\$ 303,500	3	4	\$ 1,845,000	\$ 2,395,000
Combined Total	19	39	\$ 2,848,500	\$ 7,009,000	24	46	\$ 19,964,633	\$ 24,940,198

Number of Vacant Lots Remaining 155