

## PLAN COMMISSION AGENDA

Tuesday, August 27, 2019  
6:00 PM

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Participation (Non-Agenda Harrison Related Items)  
*Please be advised per State Statute Section 19.84(2), information will be received from the public; be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments.*
- 5) Approve Minutes
  - July 30, 2019
- 6) Items for Discussion and Possible Action
  - a. Certified Survey Map – Hopfensperger – N8147 Stommel Road
  - b. Certified Survey Map – Mader – N8838 S. Coop Road
- 7) Items for Discussion
  - a. Zoning Ordinance – Fence in Drainage Easement Requirements
  - b. Zoning Ordinance – Driveway Opening Requirements
  - c. Report: Zoning Permits
- 8) Set Next Meeting Date
  - Tentatively September 24, 2019 at 6:00pm
- 9) Adjourn

Any person with hearing disabilities or requiring special accommodations to participate in the meeting should contact the Clerk's Office (920-989-1062) at least 24-hours prior to the meeting. This is a public meeting. As such, a quorum of the Village Board, Zoning Board of Appeals, or Committees may be in attendance. However, the only business to be conducted is for the Plan Commission.

Posted: August 20, 2019

PLAN COMMISSION  
MEETING MINUTES – July 30 2019

- 1) Call to Order: The meeting was called to order in the Harrison Municipal Building by Chairman Hietpas at 6pm.
- 2) Pledge of Allegiance: The Pledge was recited.
- 3) Roll Call: Members present were: Jim Fochs, Jim Lincoln, Buddy Lisowe, Kevin Hietpas, Darlene Bartlein, Pat Hennessey, and Dennis Reed.  
  
Staff Present: Mark Mommaerts, Planner; Carie Krause, Deputy Clerk - Treasurer
- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Fochs/Lisowe) to approve the minutes of June 25 2019. Motion carried 7-0.
- 6) Convene Meeting and Enter Public Hearing at 6:01pm
  - a) Zoning Map Amendment – Driscoll Properties, LLC – N. Coop Rd: Planner Mommaerts introduced the item stating that the applicant is proposing to rezone from General Agricultural [AG] to Office & Retail Commercial [COR] & Multiple Family Residential [MF] property located west of N. Coop Road between Manitowoc Road and Midway Road, Location IDs 44056 & 44454. The purpose of the rezone is for a future multiple-family residential development. Final approval of the multiple family development will be part of the Conditional Use Permit process. This item only rezones the land for the development. Final approval of the development layout, buffering, and buildings will be part of the Conditional Use Permit process. Andy Esler (Esler Commercial Ltd.), John Davel (Davel Engineering), Dan Uitenbroek (W6102 Manitowoc Rd) and Henry Chou (Developer) spoke in favor of the Zoning Map Amendment stating that the concept map reflects proposed zoning, over 50% green space, 80% luxury apartments with an estimated monthly rent of \$1200 and 20% 2-story townhomes with an estimated monthly rent of \$1600. Brian Rosin (W6082 Sweet William Dr) Jerry Peterson (N9191 Jonsh Dr.) Dan Laurent (W6075 Sweet William Dr) and Mike Miller (W6087 Cornflower Dr.) spoke against the Zoning Map Amendment stating the primary concerns as traffic and lower property values.
- 7) Close Public Hearing and Reconvene Regular Meeting 6:33pm
- 8) Items for Discussion and Possible Action

- a) Zoning Map Amendment – Driscoll Properties, LLC – N. Coop Road Motion (Fochs/Lisowe) to approve the Zoning Map Amendment to rezone from General Agricultural (AG) to Office & Retail Commercial (COR) & Multiple Family Residential (MF) as indicated on the future use map.  
Motion carried 7-0.
- b) Certified Survey Map – Zero Lot Line – Jungen – N9031 & N9029 Spring Valley Rd.: Planner Mommaerts introduced the item stating that the applicant is proposing a 2-lot Certified Survey Map (CSM) for the property at N9031 & N9029 Spring Valley Road. The purpose of the CSM is to create a zero lot line unit. The property is zoned Two-Family Residential (RT) which is appropriate for zero lot line developments. Setback and lot area requirements have been met.  
Motion (Lisowe/Bartlein) to approve the Certified Survey Map for Jungen at N9031 & N9029 Spring Valley Road.  
Motion carried 7-0.
- c) Certified Survey Map – Stevens – N6805 Harrison Rd: Planner Mommaerts introduced the item stating that the applicant is proposing to combine two-lots into one via Certified Survey Map (CSM) for the property at N6805 Harrison Road. The applicant currently owns 2 parcels, Tax ID 41326 & 41328. The purpose of the CSM is to remove the lot line between the properties in order to rebuild a home.  
Motion (Fochs/Lisowe) to approve the consolidation Certified Survey Map for N6805 Harrison Rd.  
Motion carried 7-0.
- d) Design Standards Waiver – Reflections Truck Services – W6992 Hwy 10 & 114: Planner Mommaerts introduced the items stating that the applicant of a commercial truck repair & service business is requesting a waiver from the design standards found in the Community Commercial (CC) zoning district, specifically, a waiver from the Materials requirement. The applicant is proposing to use metal wall panels above an 8-foot split-face block for a second building front and metal panels for side and rear elevations. This will be a second building as part of the business. The existing building is entirely metal wall panels.  
The zoning district requires 100% of all exterior walls facing a public or private street and at least 75% of all other exterior walls shall be glass, brick, block, fieldstone or other architectural masonry material.
- (o) *Sec. 117-88. Community Commercial District  
Design standards. Requirements for new buildings and structures, or additions, built after the effective date of this chapter. Special exceptions to this section shall be granted by the plan commission.*

- (1) *Front door placement. All principal buildings or structures shall have a primary entrance facing a public street. Corner lots are only required to have one primary entrance, the choice of street may be chosen by the lot owner.*
- (2) *Building orientation. All principal buildings shall have a well-defined front façade and entrance with the primary entrance facing a public street. The buildings shall be aligned so the dominant lines of their facades parallel the line of the street.*
- (3) *Materials. One hundred percent of all exterior walls facing a public or private street and at least 75 percent of all other exterior walls shall be glass, brick, block, fieldstone, architectural cement board siding or other architectural masonry material. Roofs which exceed a pitch of more than three inches in 12 inches shall either be shingled or have an architectural metal roofing system.*
- (4) *Walls. No flat walls exceeding 50 feet in length shall be permitted for any structure; wall offsets, recesses or projections, change in height, change in materials or other architectural details shall be used to meet this requirement.*
- (5) *Roofs. No flat roof plane exceeding 100 feet in length shall be permitted for any structure; pitched roof, parapet wall of varying heights, dormers, overhangs, arches, gables, or other architectural details shall be used to meet this requirement.*
- (6) *Exterior lighting. All exterior lighting shall be in accordance with the following:
  - a. *All wall-mounted exterior lighting shall be direct cut-off fixtures.*
  - b. *All areas containing exterior lighting (except public street lighting) shall limit light trespass onto adjacent property. Compliance shall be achieved by utilizing fixture shielding, directional control, location, and/or height.*
  - c. *Accent light may be used to highlight architectural and landscape design elements.*
  - d. *Pedestrian walkways and parking areas shall be illuminated to a sufficient level so as to provide for safety and security.*
  - e. *Freestanding light fixtures shall have a maximum height of 25 feet.*
  - f. *Wood light poles shall be prohibited.**
- (7) *Dumpster/refuse enclosures.
  - a. *Materials. Dumpster/refuse enclosures shall be 100 percent wood, vinyl, or architectural masonry that complements the principal building.*
  - b. *Landscape planting surrounding the enclosure is encouraged.**
- (8) *Mechanical equipment. All mechanical equipment are not permitted in the front yard mounted, including electrical, HVAC, mechanical, or similar, shall be enclosed or screened. Roof mounted equipment shall be integrated into the design of the structure, enclosed or screened to the extent possible.*

Motion (Hennessey/Fochs) to approve the waiver from the design standards found in the Community Commercial zoning district with the requirement of 8ft

of brick on the front of both buildings at the same elevation as referenced in the July 23 2019 letter from Tim Smith owner of Reflections Truck Service. Motion carried 7-0.

- e) Certified Survey Map – Village of Harrison – W5904 Frontage Rd: Planner Mommaerts introduced the items stating that the Village is in discussions with the property owners regarding the possible purchase of a portion of the property at W5904 Frontage Road, Tax ID 33584. The Village is proposing to purchase the northern portion of the property (proposed Lot 1) in order to extend sewer and water utilities to the north as part of the Lift Station #6 service area. The proposed Certified Survey Map (CSM) splits the property into 2-lots. The Village proposes to purchase Lot 1. The existing owners will retain Lot 2. There is a stream that separates Lots 1 & 2. Sewer and water utilities would be extended through Lot 1.
- Motion (Lisowe/Lincoln) to approve the Certified Survey Map for W5904 Frontage Road.
- Motion carried 7-0.

9) Items for Discussion: Due to lack of time, discussion regarding items 9a, 9b & 9c will be postponed until the August 27, 2019 meeting.

- a) Zoning Ordinance – Fence in Drainage Easement Requirements
- b) Zoning Ordinance – Driveway Opening Requirements
- c) Report: Zoning Permits

10) Next Meeting Date: Tentatively August 27 2019 at 6:00pm.

11) Adjourn: Motion (Lisowe/Lincoln) to adjourn the meeting at 6:52pm. Motion carried 7-0.

Prepared by: Carie Krause, Deputy Clerk - Treasurer

Dated: July 31, 2019

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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

August 27, 2019

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**Title:**

Certified Survey Map – Stommel Road

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**Issue:**

Should the Plan Commission recommend approval of a Certified Survey Map to the Village Board?

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**Background and Additional Information:**

The applicant is proposing a two-lot Certified Survey Map (CSM) for the property at N8147 Stommel Road. The applicant is seeking to split the house property from the surrounding agricultural property. Given the location of the house and driveway, the house lot (Lot 2) will divide the agricultural lands in half. The land division ordinance requires that all lands under 15-acres be surveyed as part of the CSM. Lot 1 is agricultural lands under 15-acres. The other remnant agricultural lands are to the south of Lot 2. This remnant exceeds 15-acres and does not have to be surveyed as part of this CSM.

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**Recommended Action:**

Staff recommends approval of the Certified Survey Map.

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**Attachments:**

- Location Map
- Certified Survey Map

# Calumet County, WI

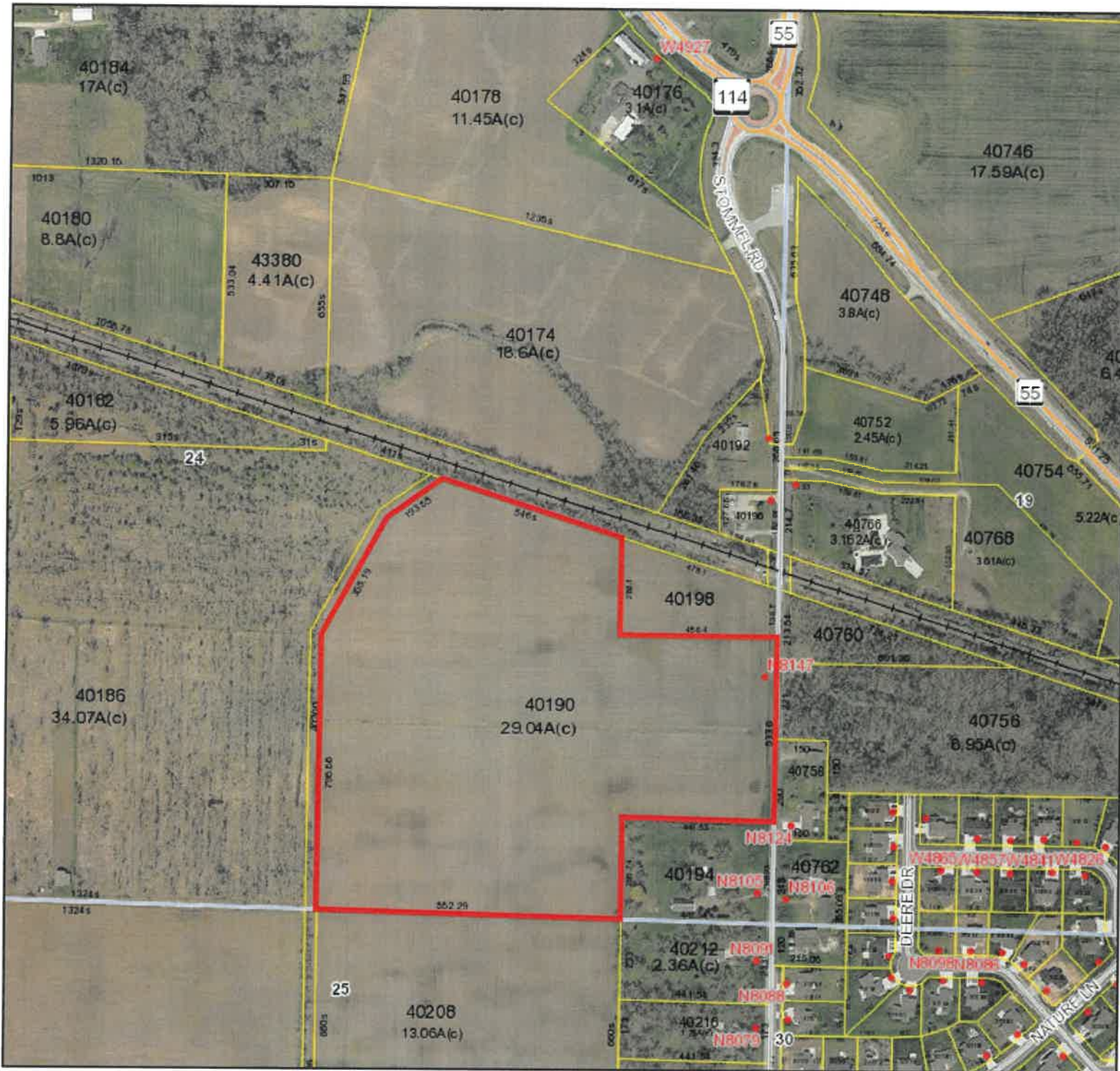
## Legend

- Address Point
- 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
- Municipal Streets
- Trail
- Railroad
- Color 2018**
- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3



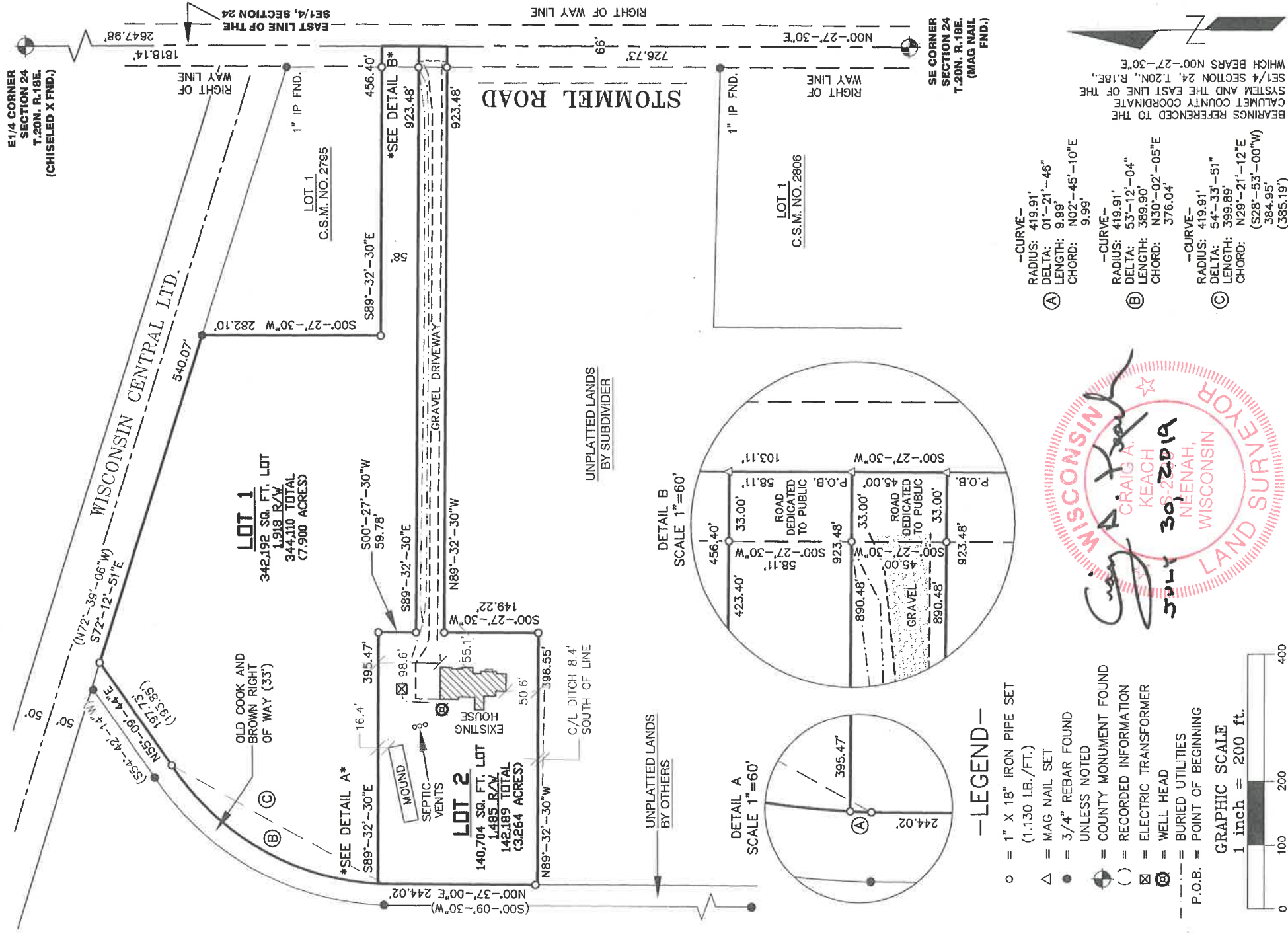
**DISCLAIMER:** This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:	
Date Printed: 02/15/19 1:56 PM	
Sources:	



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A PART OF THE SE1/4 OF THE SE1/4, SECTION 24, T.20N., R.18E.,  
VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN



E1/4 CORNER  
SECTION 24  
T.20N. R.18E.  
(CHISELED X FND.)

WISCONSIN CENTRAL LTD.  
540.07'

**LOT 1**  
342,192 SQ. FT. LOT  
1,918 R/W  
344,110 TOTAL  
(7,900 ACRES)

**LOT 2**  
140,704 SQ. FT. LOT  
1,485 R/W  
142,189 TOTAL  
(3,264 ACRES)

**LOT 1**  
C.S.M. NO. 2795

**LOT 1**  
C.S.M. NO. 2806

UNPLATTED LANDS  
BY OTHERS

UNPLATTED LANDS  
BY SUBDIVIDER

DETAIL A  
SCALE 1"=60'

DETAIL B  
SCALE 1"=60'

### —LEGEND—

- = 1" X 18" IRON PIPE SET (1,130 LB./FT.)
- △ = MAG NAIL SET
- = 3/4" REBAR FOUND
- (with dot) = UNLESS NOTED
- ⊖ = COUNTY MONUMENT FOUND
- ( ) = RECORDED INFORMATION
- ⊗ = ELECTRIC TRANSFORMER
- ⊙ = WELL HEAD
- - - = BURIED UTILITIES
- P.O.B. = POINT OF BEGINNING

GRAPHIC SCALE  
1 inch = 200 ft.



- CURVE -  
RADIUS: 419.91'  
DELTA: 01°-21'-46"  
LENGTH: 9.99'  
CHORD: 102°-45'-10"  
9.99'

- CURVE -  
RADIUS: 419.91'  
DELTA: 53°-12'-04"  
LENGTH: 389.90'  
CHORD: 130°-02'-05"  
376.04'

- CURVE -  
RADIUS: 419.91'  
DELTA: 54°-33'-51"  
LENGTH: 399.89'  
CHORD: 129°-21'-12"  
(528°-53'-00"W)  
384.95'  
(385.19')



BEARINGS REFERENCED TO THE  
CALUMET COUNTY COORDINATE  
SYSTEM AND THE EAST LINE OF THE  
SE1/4 SECTION 24, T.20N., R.18E.,  
WHICH BEARS N00°-27'-30"E

SE CORNER  
SECTION 24  
T.20N. R.18E.  
(MAG NAIL  
FND.)

**MERIDIAN**  
**SURVEYING, LLC**

N9637 Friendship Drive Office: 920-993-0881  
Kaukauna, WI 54130 Fax: 920-273-6037

DRAWN BY: J.B. DATE: FIELD WORK 6-17-19

CHECKED BY: C.A.K. FIELD BOOK: M-54, PG.14

JOB NO.: 11242 SHEET 1 OF 3

SURVEYED FOR:  
BRANDON & NICOLE SMITH  
N8147 STOMMEL RD.  
SHERWOOD, WI 54169



STATE OF WISCONSIN)  
CALUMET COUNTY ) SS

## CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A PART OF THE SE1/4 OF THE SE1/4, SECTION 24, T.20N., R.18E., VILLAGE OF HARRISON,  
CALUMET COUNTY, WISCONSIN  
(Sheet 2 of 3)

### SURVEYOR'S CERTIFICATE

I, Craig A. Keach, Wisconsin Professional Land Surveyor of Meridian Surveying, LLC, certify that I have surveyed, divided, monumented and mapped under the direction of Brandon and Nicole Smith, a part of the Southeast Quarter (SE1/4) of the Southeast Quarter (SE1/4) of Section Twenty-Four (24), Township Twenty (20) North, Range Eighteen (18) East, Village of Harrison, Calumet County, Wisconsin containing 486,299 square feet (11.164 acres) of land and being described by:

Commencing at the Southeast Corner of said Section 24; thence N00°-27'-30"E 726.73 feet along the East line of the SE1/4 of said Section 24 to the point of beginning; thence N89°-32'-30"W 923.48 feet; thence S00°-27'-30"W 149.22 feet; thence N89°-32'-30"W 396.55 feet to a point on the Easterly Right of Way line of the Old Cook and Brown Right Of Way (Now owned by the Village of Harrison); thence along said Easterly Right of Way line the following courses; N00°-37'-00"E (Recorded as S00°-09'-30"W) 244.02 feet; thence Northeasterly along the arc of a non-tangent curve 399.89 feet, having a radius of 419.91 feet and a chord of which bears N29°-21'-12"E 384.95 feet (Recorded as S28°-53'-00"W 385.19 feet); thence N55°-09'-44"E 197.73 feet (Recorded as S54°-42'-14"W 193.85 feet) to a point on the Southerly Right of Way line of the Wisconsin Central LDT Railroad property; thence S72°-12'-51"E (Recorded as N72°-39'-06"W) 540.07 feet along said Southerly Right of Way line to the Northwest Corner of Lot 1 of Certified Survey Map No. 2795; thence S00°-27'-30"W 282.10 feet along the West line of said Lot 1 to its Southwest Corner thereof; thence S89°-32'-30"E 456.40 feet along the South line of said Lot 1 to a point on the East line of the SE1/4 of said Section 24; thence S00°-27'-30"W 103.11 feet along said East line to the point of beginning; being subject to any all easements and restrictions of record.

That such is a correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the Land Subdivision Ordinance of the Village of Harrison in surveying, dividing, monumenting, dedicating and mapping the same.

Dated this 30~~th~~ day of JULY, 2019.

  
Wisconsin Professional Land Surveyor  
Craig A. Keach, S-2333



Survey Notes:

- This survey is wholly contained within Document No. 390844
- This survey is wholly contained within Calumet County Parcel No.'s 131-0000-0000000-000-0-201824-00-440A (Tax ID 40190)
- Property Owner of Record: Ralph M. Hopfensberger and Suzanne Hopfensberger

STATE OF WISCONSIN)  
CALUMET COUNTY) SS

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

A PART OF THE SE1/4 OF THE SE1/4 OF THE SECTION 24, T.20N., R.18E., VILLAGE OF HARRISON,  
CALUMET COUNTY, WISCONSIN  
(Sheet 3 of 3)

VILLAGE OF HARRISON CERTIFICATE

This Certified Survey Map in Section 24, Township 20 North, Range 18 East, Village of Harrison,  
Calumet County, Wisconsin, is hereby approved.

\_\_\_\_\_  
Village of Harrison - President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison - Clerk

\_\_\_\_\_  
Date

VILLAGE TREASURER'S CERTIFICATE

I being the duly elected qualified and acting 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 assessments as of this  
\_\_\_\_\_ day of \_\_\_\_\_, 2019 on any lands included in this Certified Survey Map.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Village of Harrison – Treasurer

COUNTY TREASURER'S CERTIFICATE:

I hereby certify that there are no unpaid taxes or unpaid special assessments on any of the lands included  
in this minor subdivision as of this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Treasurer: Calumet County

OWNER'S CERTIFICATE

As owner's we hereby certify that we caused the land on this Certified Survey Map to be surveyed,  
divided, monumented, dedicated & mapped as represented on this map. We also certify that this map is  
required by S. 236.34 to be submitted to the following for approval or rejection: Village of Harrison

\_\_\_\_\_  
Ralph M. Hopfensberger

\_\_\_\_\_  
Date

\_\_\_\_\_  
Suzanne Hopfensberger

\_\_\_\_\_  
Date

NOTARY CERTIFICATE

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

The above owner's to me known to be the person's who executed the foregoing instrument and  
acknowledge the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Wisconsin.

\_\_\_\_\_  
My Commission Expires



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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

August 27, 2019

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**Title:**

Certified Survey Map – S Coop Road

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**Issue:**

Should the Plan Commission recommend approval of a 2-lot Certified Survey Map to the Village Board?

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**Background and Additional Information:**

The applicant is proposing a 2-lot Certified Survey Map (CSM) for the property at N8838 S. Coop Road. This property was recently split into a 4-lot CSM in April. The owner has two buyers for Lots 2-4. The buyers each wanted half of Lot 3. This CSM will combine Lots 2-4 of CSM #3762 into 2-lots. The property is currently zoned single-family residential (suburban) RS-1.

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**Recommended Action:**

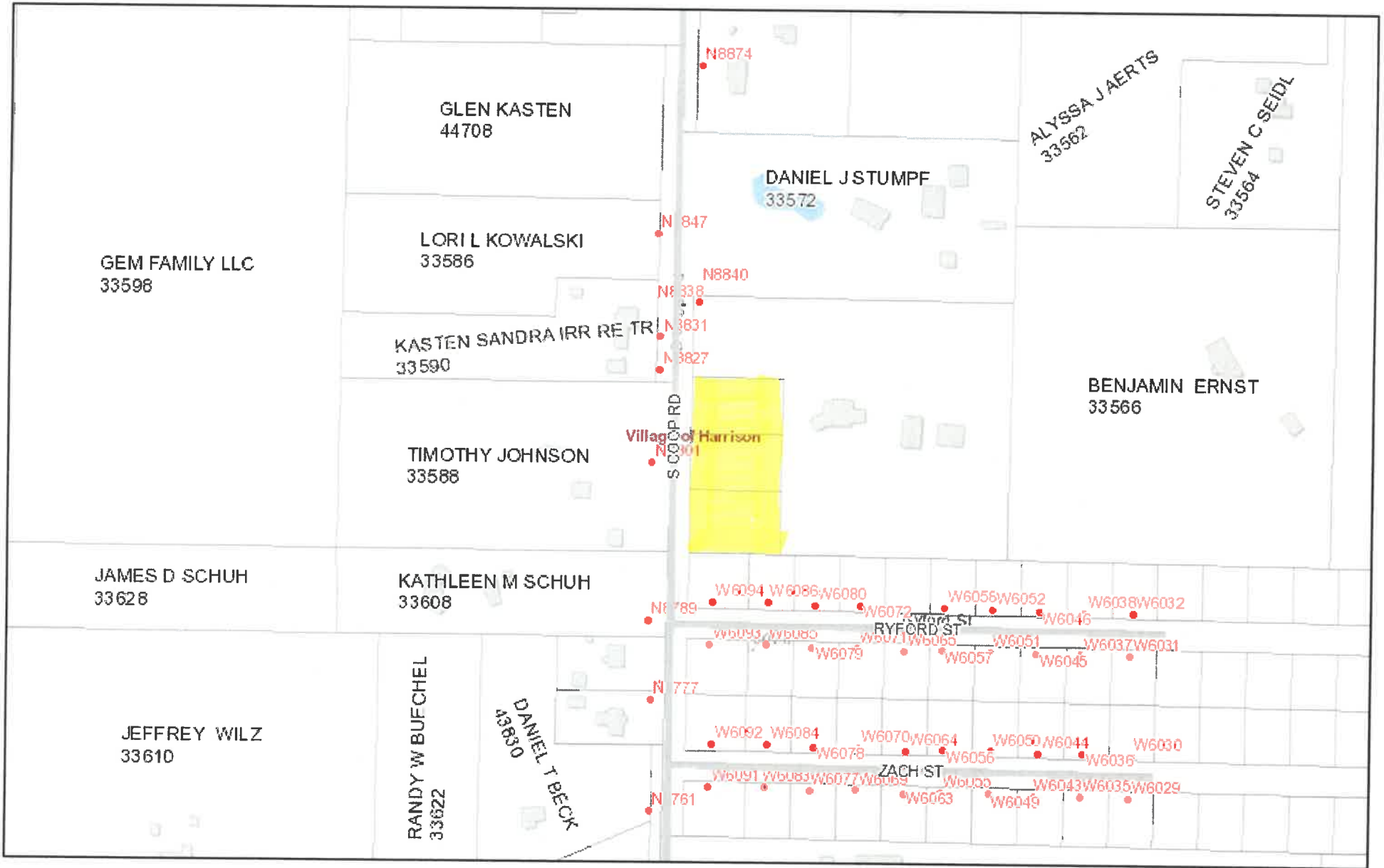
Staff recommends approval of the Certified Survey.

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**Attachments:**

- Location Map
  - Certified Survey Map
  - Certified Survey Map #3762
-

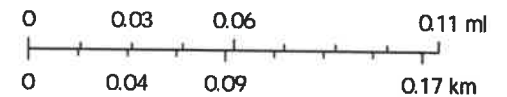
# Calumet County Parcel



8/15/2019, 2:08:12 PM

1:4,514

- |                            |                            |                 |                            |                 |
|----------------------------|----------------------------|-----------------|----------------------------|-----------------|
| Calumet Roads Cartographic | County Highways            | State Highways  | Calumet Roads Cartographic | County Highways |
| Federal Highways           | Calumet Roads Cartographic | County Highways | Federal Highways           | Local Roads     |
| State Highways             | Federal Highways           | Local Roads     | State Highways             |                 |



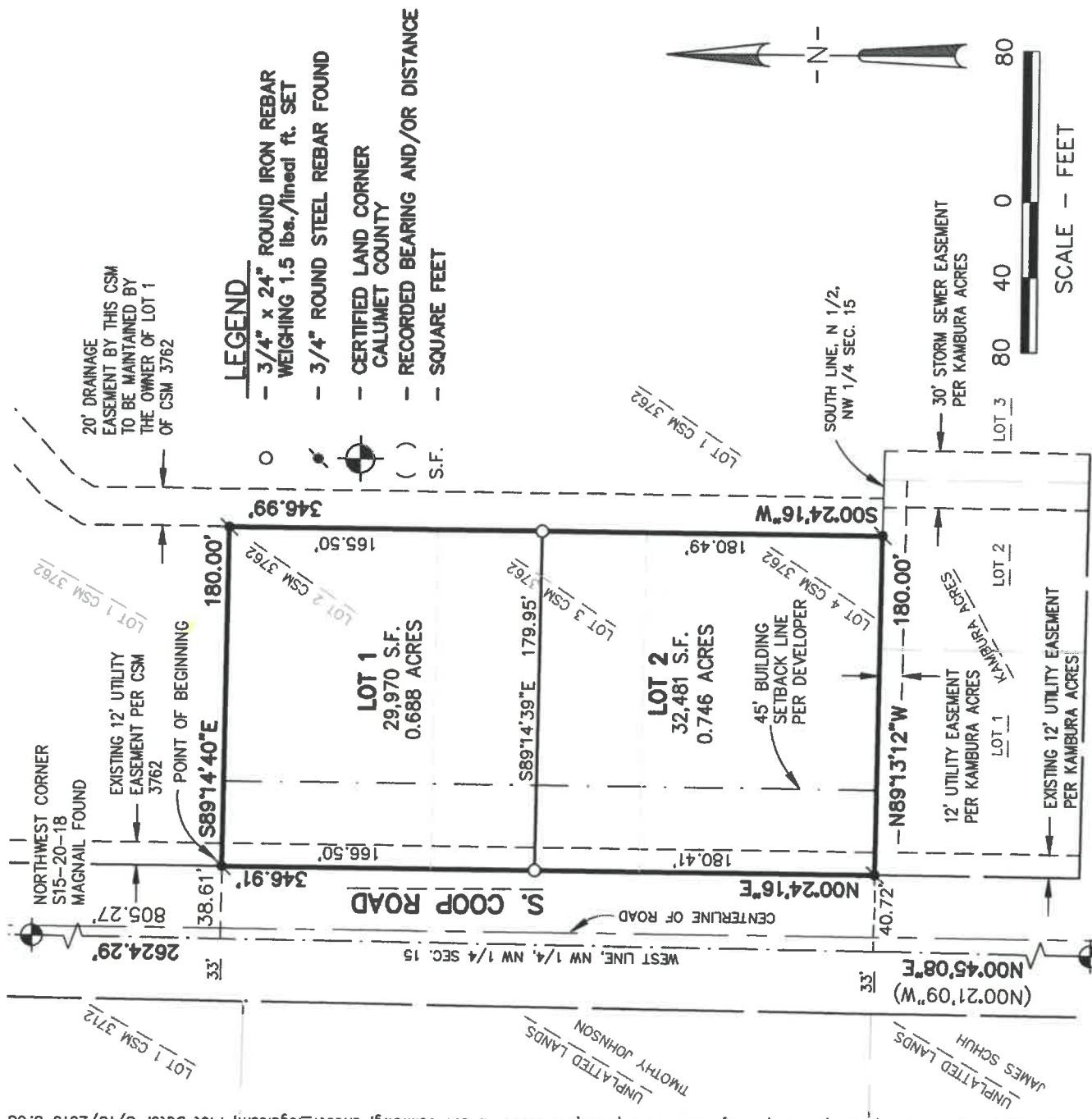
City of Appleton, County of Calumet, Esri Canada, Esri, HERE, Garmin,

RECEIVED  
AUG 13 2019  
HARRISON PLANNING

CERTIFIED SURVEY MAP NO. \_\_\_\_\_ SHEET 1 OF 5

ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP No. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT No. 538929, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

W:\PROJECTS\M0971\91900209\CADD\Civil3D\Survey Documents\CSM\Ken Mader 2 Lot CSM.dwg, sheet\legal\cs\_m, Plot Date: 8/13/2019 3:08 PM, xrefs:none



**LEGEND**

- 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lined ft. SET
- 3/4" ROUND STEEL REBAR FOUND
- CERTIFIED LAND CORNER CALUMET COUNTY
- RECORDED BEARING AND/OR DISTANCE
- SQUARE FEET

BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST WHICH BEARS N00°45'08"E PER THE PUBLISHED CALUMET COUNTY COORDINATE SYSTEM.

FOR: -KEN & DIANE MADER  
-N8838 S. COOP ROAD  
-MENASHA, WI 54952

**McMAHON**  
ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FX 920.751.4284 MCMGRP.COM

DRAFTED BY: DAVID W. JOHNSON

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 2 OF 5

ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP NO. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT NO. 538929, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, DAVID M. SCHMALZ, WISCONSIN PROFESSIONAL LAND SURVEYOR S-1284, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP NO. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT NO. 538929, LOCATED THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN CONTAINING 62,451 SQUARE FEET (1.434 ACRES) OF LAND AND DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 15; THENCE S00°45'08"W, 805.27 FEET ALONG THE WEST LINE OF NORTHWEST 1/4 OF SAID SECTION 15; THENCE S89°14'40"E, 38.61 FEET TO THE NORTH LINE OF LOT 2 OF SAID CERTIFIED SURVEY MAP 3762 AND THE POINT OF BEGINNING; THENCE CONTINUE S89°14'40"E, 180.00 FEET ALONG THE NORTH LINE OF SAID LOT 2 OF CERTIFIED SURVEY MAP 3762; THENCE S00°24'16"W, 346.99 ALONG SAID EAST LINE OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP 3762; THENCE N89°13'12"W, 180.00 FEET ALONG THE NORTH LINE OF KAMBURA ACRES ALSO BEING THE SOUTH LINE OF SAID LOT 4 OF CERTIFIED SURVEY MAP 3762; THENCE N00°24'08"E, 346.91 FEET ALONG THE WEST LINE OF SAID LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP AND THE THE EAST RIGHT OF WAY LINE OF SOUTH COOP ROAD TO THE POINT OF BEGINNING.

THAT I HAVE MADE THIS SURVEY BY THE DIRECTION OF THE OWNERS OF SAID LAND.

I FURTHER CERTIFY THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND, AND THAT I HAVE COMPLIED WITH SECTION 236.34 OF THE WISCONSIN STATUTES AND THE VILLAGE OF HARRISON SUBDIVISION ORDINANCE IN SURVEYING, DIVIDING AND MAPPING THE SAME.

GIVEN UNDER MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
David M. Schmalz, Professional W land Surveyor S-1284

NOTES

- THIS CSM IS ALL OF TAX IDENTIFICATION No. 33574.
- THE PROPERTY OWNER OF RECORD IS KENNETH A. AND DIANE K. MADER LIVING TRUST AND KENNETH A. MADER AND DIANE K. MADER.
- THIS PROPERTY IS CONTAINED WHOLLY WITH IN LANDS DESCRIBED IN DOCUMENT No. 432304 AND DOCUMENT No. 150192.

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 3 OF 5

ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP NO. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT NO. 538929, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

CERTIFICATE OF VILLAGE BOARD

We hereby certify that the Village of Harrison Board of Trustees has approved this Certified Survey Map at their regular meeting on \_\_\_\_\_ with/without conditions as stated in the minutes. I hereby certify that all conditions were satisfied and the APPROVAL WAS GRANTED AND EFFECTIVE ON THIS \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Village President  
Kevin Hietpas

Date

\_\_\_\_\_  
Village Clerk  
Jennifer Weyenberg

Date

CERTIFICATE OF TREASURER

I, being the duly elected, qualified and acting Treasurer, do hereby certify that in accordance with the records in my office there are no un-paid taxes or un-paid special assessments on any of the lands included in this Certified Survey Map as of:

\_\_\_\_\_  
Village Treasurer  
Jennifer Weyenberg

Date

\_\_\_\_\_  
County Treasurer  
Michael V. Schlaak

Date

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 4 OF 5

ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP NO. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT NO. 538929, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

OWNER'S CERTIFICATE

Kenneth A. and Diane K. Mader Living Trust As Owner(s), I/We hereby certify that I/we caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. I/We also certify that this Certified Survey Map is required by s. 236.10 or 236.12 of the Wisconsin Statutes to be submitted to the following for approval.

Village Harrison

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Kenneth A. Mader Trustee \_\_\_\_\_ Diane K. Mader Trustee \_\_\_\_\_

State of Wisconsin) ss \_\_\_\_\_ County)

Personally appeared before me on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, the above named person(s) to me known to be the person(s) who executed the foregoing instrument, and acknowledged the same.

Notary Public \_\_\_\_\_ County, \_\_\_\_\_

My commission expires \_\_\_\_\_

UTILITY EASEMENT PROVISIONS

An easement for electric, natural gas and communications service is hereby granted by Kenneth A. and Diane K. Mader Living Trust and Kenneth A. Mader and Diane K. Mader individually, Grantors, to WISCONSIN ELECTRIC POWER COMPANY, A WISCONSIN CORPORATION DOING BUSINESS AS WE ENERGIES, GRANTEE, WISCONSIN BELL, INC. D/B/A AT&T WISCONSIN, A WISCONSIN CORPORATION, GRANTEE, AND TIME WARNER ENTERTAINMENT COMPANY, L.P., GRANTEE

Their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, telephone and cable tv facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the Certified Survey Map designated as "Utility Easement Areas" and the property designated on the Certified Survey Map for Road Purposes, together with the right to install service connections upon, across within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, or telephone and cable tv facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over grantees' facilities or in, upon or over the property within the lines marked "Utility Easement Areas" without the prior written consent of grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than four inches without written consent of grantees. The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

\_\_\_\_\_  
Kenneth A. Mader Trustee and as an Individual

\_\_\_\_\_  
Diane K. Mader Trustee and as an Individual



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

SHEET 5 OF 5

ALL OF LOTS 2, 3, AND 4 OF CERTIFIED SURVEY MAP NO. 3762 AS RECORDED IN VOLUME 34 OF CERTIFIED SURVEY MAPS ON PAGE 50 AS DOCUMENT NO. 538929, LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

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Village Harrison

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Kenneth A. Mader \_\_\_\_\_

Diane K. Mader \_\_\_\_\_

State of Wisconsin)

\_\_\_\_\_)ss  
\_\_\_\_\_) County)

Personally appeared before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named person(s) to me known to be the person(s) who executed the foregoing instrument, and acknowledged the same.

Notary Public \_\_\_\_\_

\_\_\_\_\_) County, \_\_\_\_\_

My commission expires \_\_\_\_\_

**RECEIVED**  
 APR 30 2019  
 HARRISON PLANNING

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_ SHEET 1 OF 5**  
 A PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST, VILLAGE OF HARRISON, CALUMET COUNTY, WISCONSIN

FOR: -KEN & DIANE MADER  
 -N8838 S. COOP ROAD  
 -MENASHA, WI 54952

UNPLATTED LANDS  
 DOCUMENT No. 150216

CSM 3762

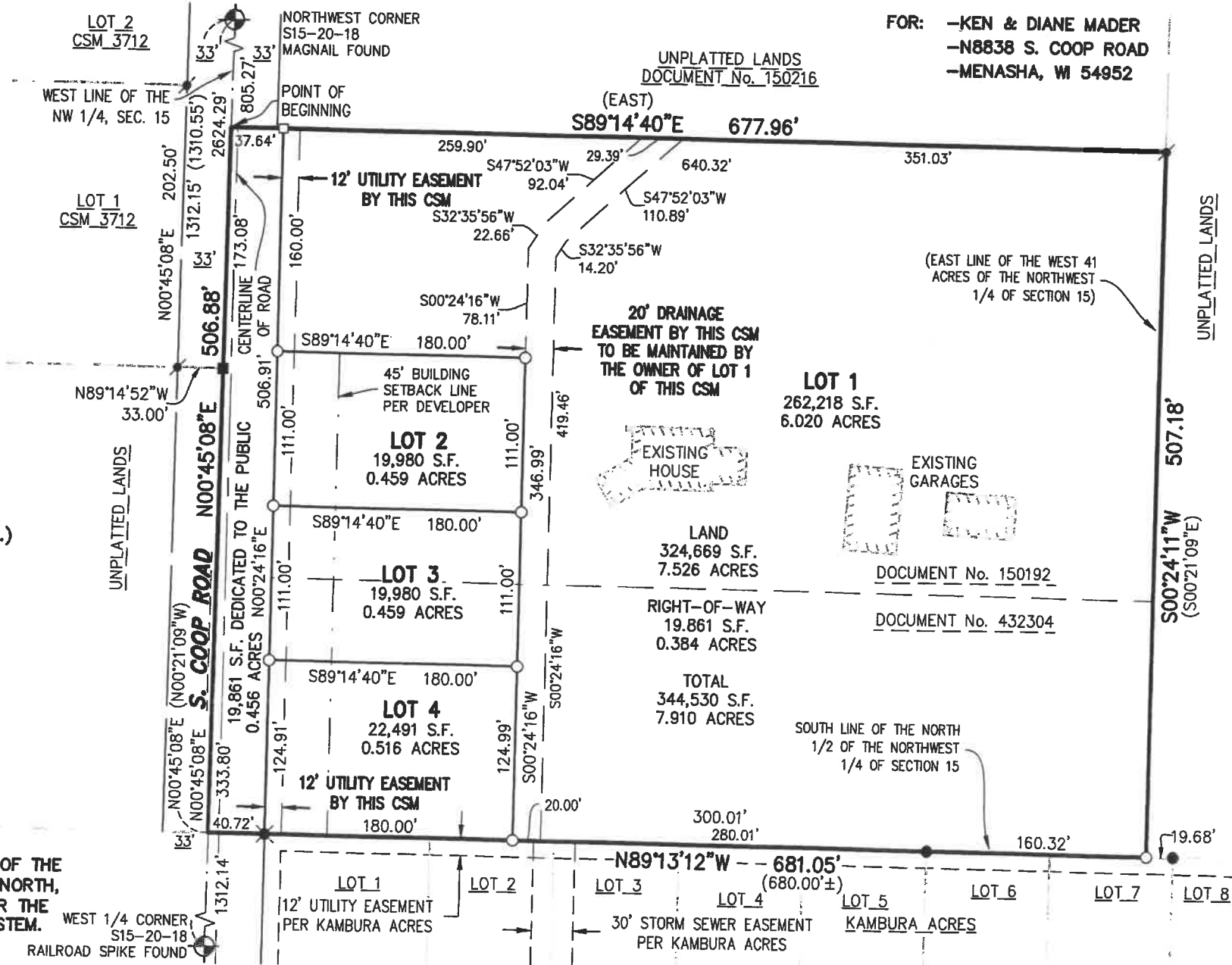
**LEGEND**

- - 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lineal ft. SET
- - MAG NAIL SET
- - 1" IRON PIPE FOUND (1.315" O.D.)
- ⊙ - 3/4" ROUND STEEL REBAR FOUND
- - MAG NAIL FOUND
- ⊗ - 1 1/4" ROUND STEEL REBAR FOUND
- ⊕ - CERTIFIED LAND CORNER CALUMET COUNTY
- ( ) - SQUARE FEET
- ( ) - RECORDED BEARING AND/OR DISTANCE

S.F.  
 ( )

100 50 0 100

SCALE - FEET



BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NORTHWEST 1/4 OF SECTION 15, TOWNSHIP 20 NORTH, RANGE 18 EAST WHICH BEARS N00°45'08"E PER THE PUBLISHED CALUMET COUNTY COORDINATE SYSTEM.  
 DRAFTED BY: Kyle J. Tesky

WEST 1/4 CORNER S15-20-18 RAILROAD SPIKE FOUND

LOT 1 12' UTILITY EASEMENT PER KAMBURA ACRES  
 LOT 2  
 LOT 3 30' STORM SEWER EASEMENT PER KAMBURA ACRES  
 LOT 4  
 LOT 5  
 LOT 6  
 LOT 7  
 LOT 8

---

**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

August 27, 2019

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**Title:**

Drainage Easements

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**Issue:**

Should the Plan Commission make a recommendation regarding the approval process for structures within a drainage easement?

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**Background and Additional Information:**

**Background:** Currently an applicant wishing to construct a fence within a drainage easement must get written permission from the easement holder prior to issuance of a permit. If it is a utility easement then an “encroachment letter” from We Energies is typically all that is required. If it is a larger utility easement then approval from ATC is required. These approvals are relatively quick, We Energies can respond within a few days.

Drainage easements require approval from the Village. Currently, a request is made to the Village Board and is placed on the agenda for the Board to review. The Board has developed a “Permission to Occupy Drainage Easement” form that states that the fence may be removed if drainage issues occur. This form is recorded as part of the deed for future property owners. This issue with this process is time. Many times the applicant must wait 2-3 weeks for approval, or more depending on Board meeting schedule.

A few Board members have suggested a change to allow staff to approve fences within the drainage easement, provided the permission form is signed. The Plan Commission is asked to look at amending the ordinance to streamline the process.

The zoning ordinance language is as follows:

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

- (a) *General regulations for accessory uses, buildings and structures. All accessory uses, buildings and/or structures shall abide by the following general regulations:*
- (1) *No accessory use, building and/or structure shall be constructed or established on a lot prior to the principal use or building being present or under construction, except temporary construction trailers.*
  - (2) *When attached to the principal building, accessory buildings and/or structures shall comply with all requirements of this chapter applicable to the principal building.*

unless otherwise stated, including, but not limited to setback requirements, building height limits, and maximum lot coverage standards.

- (3) *When not attached to the principal building, accessory buildings and/or structures shall comply with all requirements of this chapter applicable to the accessory buildings and/or structures in the zoning district including, but not limited to setback requirements, building height limits, and maximum lot coverage standards.*
- (4) *Accessory buildings or structures in the RS-1, RS-2, and RT zoning districts shall not be located closer to the front lot line than is the principal structure, except those properties located adjacent to the shoreline of Lake Winnebago.*
- (5) *Accessory buildings or structures shall not be located within any recorded easement (utility, drainage, or other) without written consent of the entity controlling the easement.*
- (6) *The following, including but not limited to, truck, truck tractor, truck trailer, canopy or bus, or portion thereof, shall not be used for, storage purposes, as a principal use and/or structure or an accessory use and/or structure in any zoning district, unless otherwise stated in this chapter.*
- (7) *Any detached accessory use, building and/or structure with a water closet (toilet facility) shall require a conditional use permit, pursuant to article XI, Conditional Use Permits.*
- (8) *Accessory uses, buildings and/or structures shall be located on the same lot as the principal use, structure or building.*
- (9) *Detached accessory buildings shall not be used as a secondary dwelling.*

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**Budget Impacts:**

None

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**Recommended Action:**

The Commission has several options in regard to the ordinance:

- 1) Keep the existing ordinance language requiring the Village Board to authorize structures in drainage easements on a case by case basis.
- 2) Amend the ordinance to allow a fence to be placed in a drainage easement subject to agreement to sign the permission form.
- 3) Amend the ordinance to remove restrictions and allow buildings or structures in easements.
- 4) Other: \_\_\_\_\_

Any changes to the ordinance affect the whole.

Staff recommends option #2 for fences only, all other buildings or structures require approval on a case by case basis. The intent for option #2 is to make it only apply to drainage easements. Storm sewer easements should still receive Board approval. Utility easement should still require approval from We Energies.

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**Attachments:**

- Permission to Occupy Drainage Easement form example

VILLAGE OF HARRISON  
CALUMET & OUTAGAMIE COUNTIES, WISCONSIN

**Permission to Occupy Drainage Easement Agreement**

This agreement is entered into by and between the Village of Harrison, Calumet & Outagamie Counties, hereinafter referred to as "Village" and Owner's Name(s), hereinafter referred to as "Owner", owners of property described as Legal Description, located at Address.

This agreement authorizes the Owner to place a fence, hereinafter referred to as "Improvement", within the recorded drainage easement on their property subject to the following provisions and/or conditions:

1. The Owner agrees that if the Village determines that stormwater runoff is impeded or obstructed at any time because of the Improvement, then the Village may order the Owner to remove such Improvement and return the property grades/elevations to that of the approved grading/drainage plan. If the Owner fails to comply, the Village may cause removal of the Improvement and shall place the cost on the property tax bill as a special assessment.
2. The Owner agrees to remove the Improvement upon reasonable notice from the Village that work needs to be completed within the easement area or that access needs to be obtained through the easement area.
3. In case of emergency, the Village may remove the Improvement without giving notice to the Owner.
4. The Village is not responsible for any damage done during removal.
5. The Village will not replace the Improvement for any reason or reimburse Owner for removal of Improvement.
6. The Owner agrees to maintain the drainage easement, including but not limited to mowing and removal of debris, on both sides of the Improvement.

Return to:

Village of Harrison  
W5298 Hwy 114  
Menasha, WI 54952

Parcel No.(s):

This Agreement shall be binding upon the owner, its successors, assigns, and heirs, until such time as the Improvement is removed and the easement is restored to its original state.

*The rest of this page left blank intentionally.*

Signatures:

**Property Owner(s)**

\_\_\_\_\_  
Signature                      Date                      Print Name

\_\_\_\_\_  
Signature                      Date                      Print Name

STATE OF WISCONSIN                      )  
  ) SS  
COUNTY OF CALUMET                    )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to me known to be the persons who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Comm. Exp. \_\_\_\_\_

**Village of Harrison**

Approved by the **Village Board** on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Village President                      Print Name

\_\_\_\_\_  
Attest: Clerk                      Print Name

Instrument drafted by the Village of Harrison.

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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Planner

**Meeting Date:**

August 27, 2019

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**Title:**

Driveway Openings

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**Issue:**

The Village Board asked the Plan Commission to develop a recommendation regarding the number of driveways allowed on a parcel.

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**Background and Additional Information:**

**Background:** A property owner on Sumac Lane spoke to the Board about a driveway to their shed. The property owner constructed a shed with permit approval. The permit applicant did not include any information for a driveway. Staff was notified that a driveway out to Handle Drive was in the process of being constructed. Staff contacted the property owner to inform them that a second driveway was in violation of the zoning ordinance. The property owner decided to stop the paving at the property line. The property is on the southeast corner of Sumac Lane and Handle Drive. The house has an existing driveway out to Sumac Lane.

The Village Board has interest in amending the ordinance to allow for a second driveway. The Board is asking the Plan Commission to review the ordinance and make a recommendation to the Board for proposed changes, if any.

The zoning ordinance language is as follows:

*Sec. 117-157. - Access.*

*All driveways installed, altered, changed, replaced or extended after the effective date of this chapter shall meet the following requirements.*

- (1) Openings. Openings for vehicular ingress and egress shall not exceed 36 feet for single-family and two-family developments and 42 feet for agricultural, multiple-family, commercial, and industrial developments as measured at the street right-of-way line unless a greater distance is approved by the plan commission.*
- (2) Location. Vehicular entrance or exit shall not be less than 50 feet from a street intersection. Commercial and industrial vehicular entrances and exits shall not be less than 150 feet from any adjoining residential district.*
- (3) Number. Only one vehicular opening is permitted per lot for single-family lots. Two vehicular openings may be permitted per lot for two-family lots. Multiple-family, commercial, and industrial developments are permitted one vehicular opening per lot frontage unless a greater number is approved by the plan commission.*

(4) *When roadways exit to adjacent property rather than directly to a public street, permanent cross easement agreements shall be recorded which adequately guarantee that such exit may not be closed and that such roadways will not become a future liability for the town.*

(Ord. No. 10-147, § 6.0(2), 7-27-2010; Ord. No. 11-162, 11-29-2011)

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**Budget Impacts:**

None

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**Recommended Action:**

The Board has several options in regard to the ordinance:

- 1) Keep the existing ordinance language allowing on 1 driveway per lot
- 2) Amend the ordinance to allow a driveway per street frontage
- 3) Amend the ordinance to allow 2 driveways per lot
- 4) Amend the ordinance to remove restrictions.
- 5) Other: \_\_\_\_\_

Any changes to the ordinance affect the whole Village and not just the property described in the example above.

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**Attachments:**

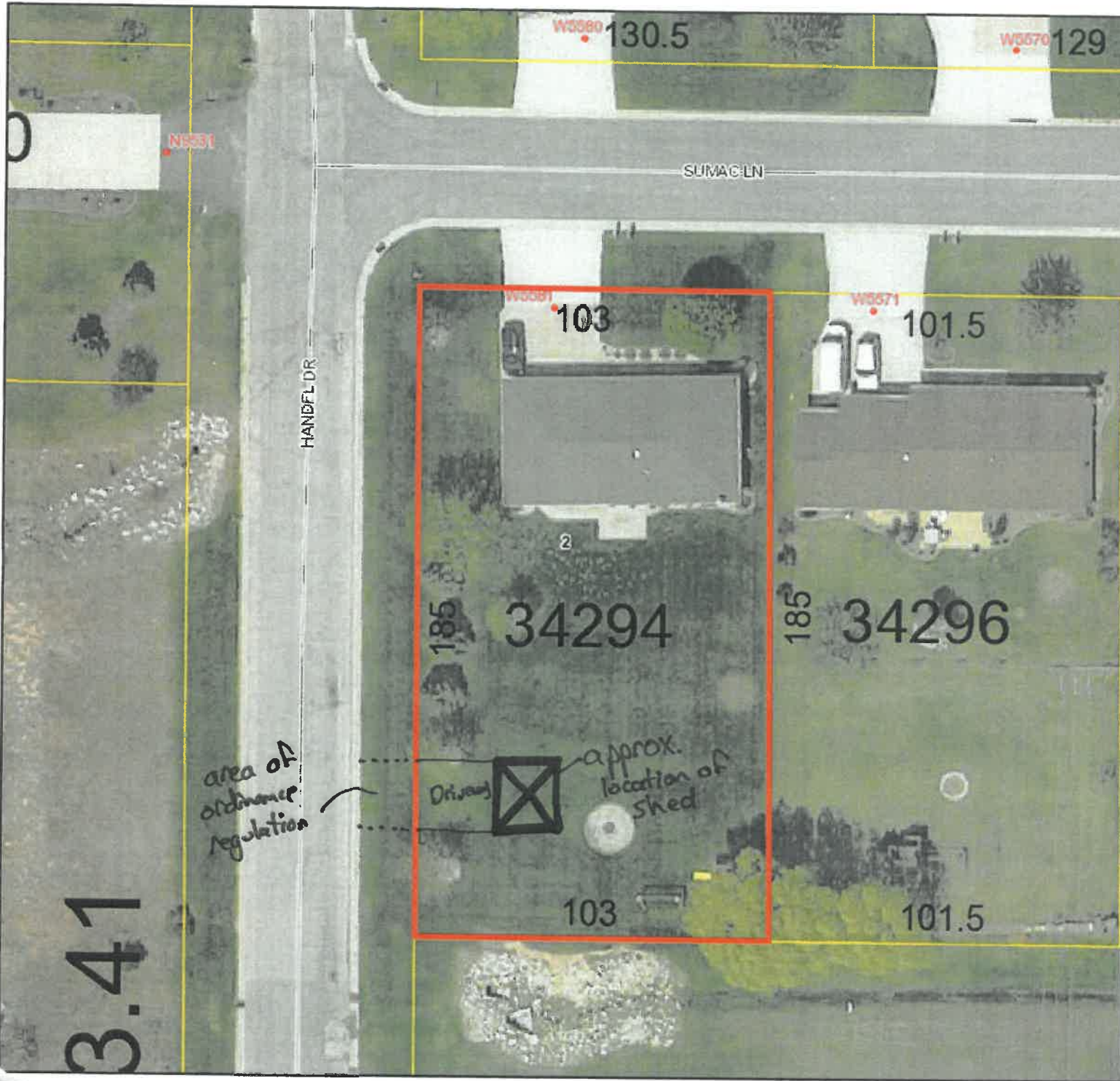
- Aerial Map



# Calumet County, WI

## Legend

- Address Point
- County Boundary
- ◌ Wisconsin Water
- 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
- 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 conclusions drawn are the responsibility of the user.

Author:	
Date Printed: 08/21/18 9:31 AM	
Sources:	

**Village of Harrison**  
**July-19 Zoning Permit Report**

	Current Year				Previous Year			
	Permits	YTD Permits	Estimated Value	YTD Estimate Value	Permits	YTD Permits	Estimated Value	YTD Estimate Value
<b>Residential</b>								
Single Family	5	34	\$ 1,330,000	\$ 9,665,100	12	53	\$ 3,140,000	\$ 13,688,445
Two Family (units)	0 ( 0 )	0	\$ 0	\$ 0	0 ( 0 )	0	\$ 0	\$ 0
Multi Family (units)	0 ( 0 )	0	\$ 0	\$ 0	0 ( 0 )	0	\$ 0	\$ 0
Additions	2	8	\$ 140,000	\$ 376,077	2	10	\$ 25,000	\$ 506,500
Acc. Structures	6	18	\$ 114,100	\$ 231,550	5	23	\$ 40,000	\$ 360,500
Miscellaneous	7	36	\$ 46,185	\$ 268,165	10	38	\$ 80,012	\$ 342,849
<b>Total Residential</b>	<b>20</b>	<b>96</b>	<b>\$ 1,630,285</b>	<b>\$ 10,540,892</b>	<b>29</b>	<b>124</b>	<b>\$ 3,285,012</b>	<b>\$ 14,898,294</b>
<b>Com./Ind.</b>								
New	0	2	\$ 0	\$ 5,400,000	0	0	\$ 0	\$ 0
Additions	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Acc. Structures	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Miscellaneous	0	0	\$ 0	\$ 0	2	3	\$ 36,000	\$ 38,100
<b>Total Com./Ind.</b>	<b>0</b>	<b>2</b>	<b>\$ 0</b>	<b>\$ 5,400,000</b>	<b>2</b>	<b>3</b>	<b>\$ 36,000</b>	<b>\$ 38,100</b>
<b>Combined Total</b>	<b>20</b>	<b>98</b>	<b>\$ 1,630,285</b>	<b>\$ 15,940,892</b>	<b>31</b>	<b>127</b>	<b>\$ 3,321,012</b>	<b>\$ 14,936,394</b>

Number of Vacant Lots Remaining      162