

PLAN COMMISSION AGENDA

Tuesday, July 31, 2018
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
 - May 29, 2018
- 6) Items for Discussion and Possible Action
 - a. Certified Survey Map – Mielke Road – Don Mielke
- 7) Items for Discussion
 - a. Condo Garage Development – Keith Livingston and Fred Panzer
 - b. Report: Zoning Permits
- 8) Set Next Meeting Date
 - Tentatively August 28, 2018 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: July 24, 2018

PLAN COMMISSION
MEETING MINUTES – May 29, 2018

- 1) Call to Order: The meeting was called to order in the Harrison Municipal Building by Chairman Salm at 6:00pm.
- 2) Pledge of Allegiance: The Pledge was recited.
- 3) Roll Call: Members present were: Jim Lincoln, Jim Fochs, Buddy Lisowe, Jim Salm, Kevin Hietpas and Pat Hennessey. Dennis Reed was excused.
Staff Present: Planner Mark Mommaerts, AICP; Deputy Clerk-Treasurer Carie Krause
- 4) Public Participation: None.
- 5) Approve Minutes: Motion (Fochs/Lisowe) to approve the minutes of April 24, 2018. Motion carried 5-0.
- 6) Items for Discussion and Possible Action
 - a. Certified Survey Map – Marilyn Hafele – N8366 Hwy 55: Planner Mommaerts presented the item stating the applicant is proposing a one lot Certified Survey Map (CSM) for the property located at N8366 Hwy 55. The property is zoned General Agricultural [AG]. The proposed lot is 278-foot wide and 1.34-acres. The purpose of the CSM is to split the existing house and shed from the remaining agricultural land.
Motion (Fochs/Hietpas) to approve the certified survey map for the property at N8366 Hwy 55.
Motion carried 6-0.
 - b. Certified Survey Map – Ma Lee Vang – Schaefer Road, east of Hwy 55: Planner Mommaerts presented the item stating that the applicant is proposing a three lot Certified Survey Map (CSM) for the property located along Schaefer Road, east of Hwy 55. The property is zoned General Agricultural [AG]. Lot 1 & Lot 3 are proposed to be 1.5-acres and Lot 2 is the remaining property. The purpose of the CSM is to create two lots (Lot 1 & Lot 3) for family members to build houses on in the future. Lot 2 is proposed to have a road for future lot splits.
Motion (Lincoln/Fochs) to approve the certified survey map for the Schaefer Road, east of Hwy 55 property.
Motion carried 6-0.
 - c. Final Plat – Kimberly Heights 2: Planner Mommaerts presented the item stating that the developers, Dercks DeWitt LLC, have submitted a final

plat for Kimberly Heights 2 for a new 18-lot subdivision. This subdivision is the second phase of Kimberly Heights located along County N north of Schmidt Road. Streets have been graveled for Hoelzel Way and Dusty Drive. In the fall, all streets will have an asphalt binder laid down to minimize dust and erosion issues. The binder will remain for several years before paving. Lots 82 & 83 have notes indicating that wetland permits are needed for development. The developer will be applying for the wetland permits later this summer after recent statutory changes become effective.

Motion (Hennessey/Hietpas) to approve the plot as presented.
Motion carried 6-0.

7) Items for Discussion

- a. Report: Zoning Permits: Planner Mommaerts stated that there were 11 single family permits in May, we are on pace to be ahead of last year.

8) Next Meeting Date: June 26, 2018 at 6:00pm.

9) Adjourn: Motion (Lisowe/Fochs) to adjourn the meeting at 6:15pm
Motion carried 6-0.

Prepared by: Carie Krause Deputy Clerk - Treasurer

Dated: May 30, 2018

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

July 31, 2018

Title:

Certified Survey Map - Mielke

Issue:

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

Background and Additional Information:

The property owner owns two agricultural parcels (ID 43796 & 43768) and plans to subdivide the property in accordance with the enclosed concept plan. The proposed lots will front onto Mielke Road. 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. Staff does not have any issues with the concept plan.

The property owner is proposing a 2-lot Certified Survey Map (CSM) for the property located along Mielke Road. The property is zoned General Agricultural (AG). The purpose of the CSM is to create two single-family home sites. The AG zoning district currently allows single-family homes as a permitted use. It is unknown if the lots are suitable for private sanitary systems. Access will come from Mielke Road via culvert and private driveway to each lot.

Recommended Action:

Staff recommends approval of the Certified Survey Map with the following conditions:

1. Proof that each lot will be able to support a private sanitary system on the lot.

Attachments:

- Aerial Map
- CSM
- Concept Plan

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 2014
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3

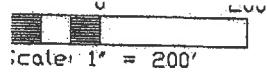


DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

Author:	
Date Printed: 07/19/16 2:19 PM	
Sources:	

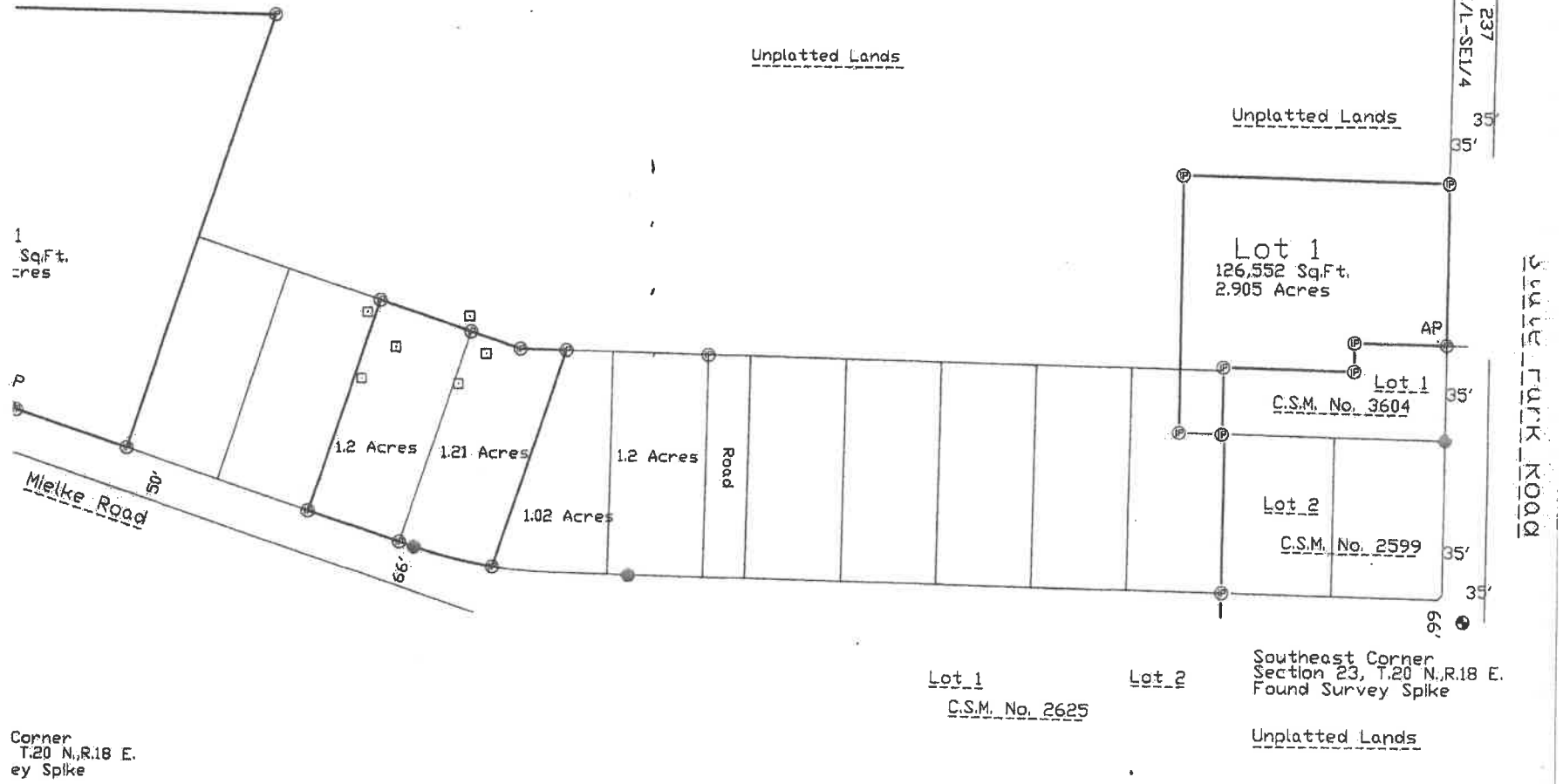
Lake Winnebago

Concept Plan



Unplatted Lands

- Found 1" Iron Pipe
- Found 3/4" Steel Rebar
- () Recorded As
- AP Access point



Corner
T.20 N., R.18 E.
Survey Spike

Lot 1
C.S.M. No. 2625

Lot 2

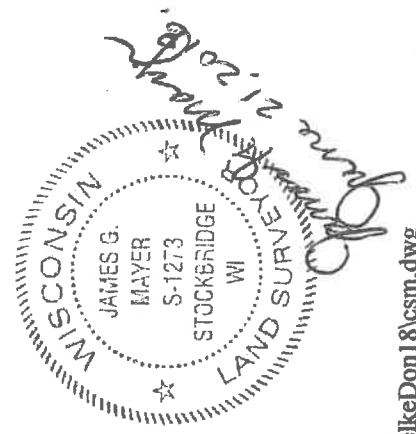
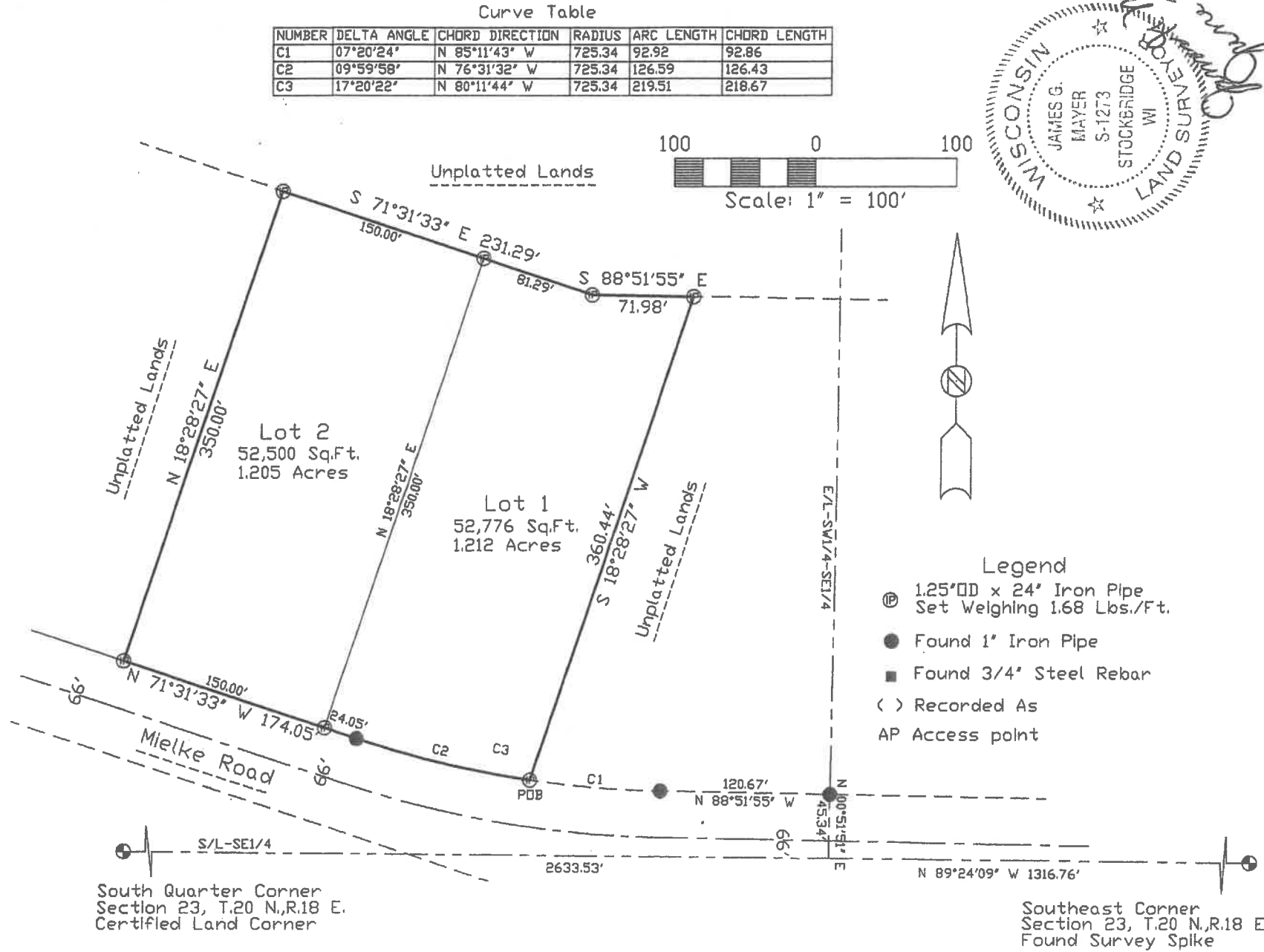
Southeast Corner
Section 23, T.20 N., R.18 E.
Found Survey Spike

Unplatted Lands

STATE PARK ROAD

CERTIFIED SURVEY MAP NO. _____

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



C:\Projects\MielkeDon18\csm.dwg
BEARINGS REFERENCED TO COUNTY
DATUM WEST LINE OF THE SOUTHEAST
QUARTER BEARS NORTH 00°54'07"EAST.
THIS INSTRUMENT DRAFTED BY J.G. MAYER"
NOTEBOOK NO.44 PAGE 39.

SURVEYED FOR
DONALD MIELKE
W5484 MIELKE ROAD
MENASHA, WI

MAYER LAND SURVEYING
N 5698 LAKE SHORE DRIVE
HILBERT, WI 920-439-1761

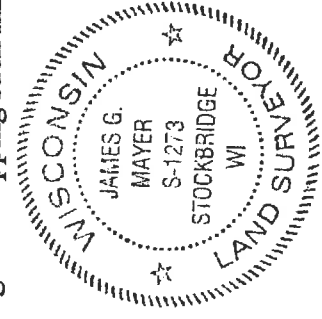
SURVEYOR'S CERTIFICATE

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 Southwest Quarter of the Southeast Quarter of Section 23, Township 20 North, Range 18 East, Village of Harrison, (formerly Town of Harrison), Calumet County, Wisconsin containing 105,276 square feet or 2.417 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 1,316.76 feet along the south line of the southeast quarter to the east line of the southwest quarter of the southeast quarter; thence North 00°51'51" East a distance of 45.34 feet to the north right-of-way line of Mielke Road; thence North 88°51'55" West a distance of 120.67 feet along the north right-of-way line to a point of curvature; thence 92.92 feet along the arc of a 725.34 foot radius curve to the right, with a chord bearing of North 85°11'43" West a distance of 92.86 feet and a central angle of 07°20'24" along the north right-of-way line to the point of beginning; thence 126.59 feet along the arc of a 725.34 foot radius curve to the right, with a chord bearing of North 76°31'32" West a distance of 126.43 feet and a central angle of 09°59'58" along the north right-of-way line to a point of tangency; thence North 71°31'33" West a distance of 174.05 feet; thence North 18°28'27" East a distance of 350.00 feet; thence South 71°31'33" East a distance of 231.29 feet; thence South 88°51'55" East a distance of 71.98 feet; thence South 18°28'27" West a distance of 350.00 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 21st day of June 2018.



James G. Mayer
 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 _____, 2018

 Donald R. Mielke, Owner

State of Wisconsin)
 Calumet County)ss

Personally came before me on the _____ day of _____, 2018, 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

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 _____, 2018.

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 _____, 2018 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 _____, 2018 affecting the lands included in this Certified Survey Map.

County Treasurer _____

Date _____

Notes:

This CSM is part of tax parcel no. 43796. 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 G. Mayer
Jan 21, 2018

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

July 31, 2018

Title:

Condo Garage Development

Issue:

Would the Plan Commission support a condo garage development?

Background and Additional Information:

The applicant is proposing to purchase a 1.7-acre site at N8203 Stommel Road, between Hwy 55 and the railroad tracks, in order to develop a condominium garage development. A condominium garage development is where each garage/storage building will be owned rather than rented. The attached narrative explains the development.

Issues such as noise, traffic, hours of operation, and aesthetics will have to be investigated. Issues of concern may include restroom facilities and individuals living in the units. A conditional use permit will have to be approved in order to the development to start.

Recommended Action:

No formal action is required at this time. The applicant wishes to gain insight as to future approvals prior to purchasing the property.

Attachments:

- Applicant narrative and documentation

July 17, 2018

Village of Harrison Planning Commission
W5298 State Road 114
Harrison, WI 54952

Dear Planning Commission:

Enclosed are several documents regarding the development of Condo Garages at N8203 Stommel Road, Sherwood, WI. Keith Livingston and Fred Panzer would be the developers. Both are Village of Harrison residents.

Our intent would be to use the 1.7 acres of land and build up to 12 garages that would be individually owned. We would create a Condo Association that manages the rules of use for the garages. Each owner would be a member of the Condo Association. The Condo Association would also be responsible for snow removal and lawn maintenance on all common areas. Each owner would pay an annual association fee to cover the above costs.

Each individually owned garage would be taxed separately to each owner.

The garages would be built to owner specs as it relates to size. We are planning that the average size of a garage is 40 x 40. Some might be 30x40 or up to 48x48. The exterior of each unit would be metal side-walls, metal roof, 1 or 2 overhead garage doors, and 1 36" service door, built on a concrete slab. The overhead doors would be 14' or 16' wide. Each owner would choose the size from a menu of options. The units would be used to store owner motorhomes, trailers, machinery, etc. Each unit would have electricity. Outside lighting would be via dawn to dusk lights on each unit.

There would be minimal noise and limited traffic as the intent of the units would not be for high retail traffic usage. The traffic would be from the owners accessing each unit to store or retrieve items from each garage. There would be no storing of items outside of the units except for occasional (24 hours or less) storage of items if someone is working inside the garage and needs the space.

We would build 3 units to start, as spec units, and then construct additional ones as the others sell or someone places an order for a specific size that we did not have already built.

There are two Condo Associations in the area that we have looked at. One is on Mayflower Road in Greenville and the other is on the corner of County A and Highway 47 in Center. We have enclosed pictures of those locations to show the concept and our intended uniform look of the garages.

The enclosed documents are:

- 1) For sale sheet from the seller
- 2) Land layout for the County website showing land dimensions

- 3) Drawing of the land with 12 garage locations. The numbers on the garages would be the estimated sequence we would build them in. At the appropriate time, the existing garage on the property will be taken down.
- 4) Current tax record information from the County website
- 5) Pictures from the Mayflower Road Condo Garages
- 6) Pictures from the County A and Highway 47 Condo Garages

Thanks for your consideration,



Keith Livingston

CC: Fred Panzer

FOR SALE

1.7 Acres Commercial Zoning

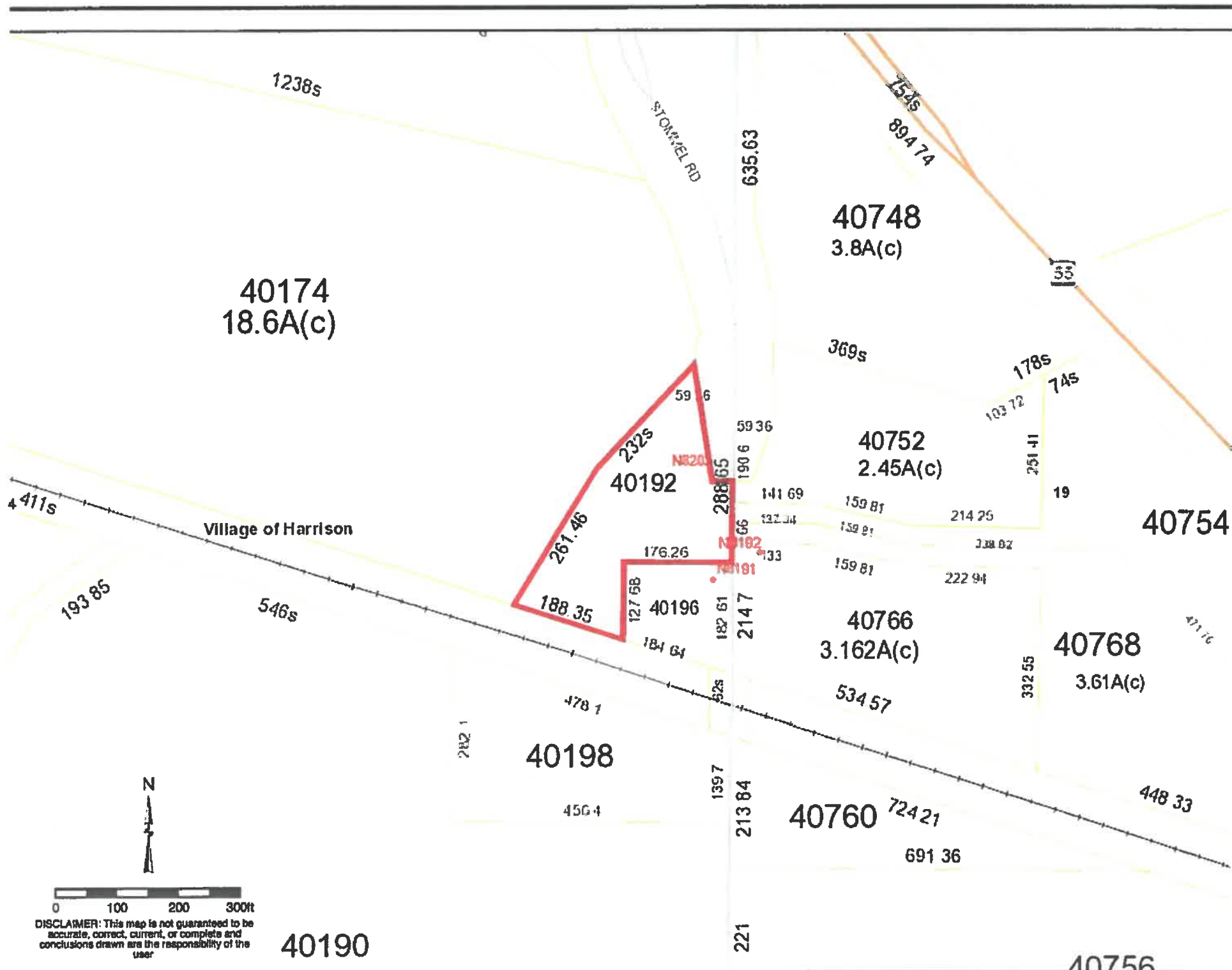
Build To Suit

Includes approximately 1,500 sq. ft. steel-truss constructed pole building, concrete floor, new overhead door and opener on front, wood burner + wood. Good for storage and could be sold and relocated later. 3-phase power and natural gas service available. Town of Harrison municipality. N8203 Stommel Rd., Sherwood WI

(920) 540-5587



①



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

40190

40756

$$\frac{1}{8} = 10'$$



Calumet County

Owner (s):
DEBRUIN, JOHN M (P)

Location:
SE-SE,Sect. 24, T20N, R18E

Mailing Address:
**JOHN M DEBRUIN
46 BELLAIRE CT
APPLETON, WI 54911**

School District:
2758 - KAUKAUNA SCHOOL DISTRICT

Tax Parcel ID Number: Tax District: Status:
40192 131-VILLAGE OF HARRISON Active

Alternate Tax Parcel Number: Acres:
131-0000-0000000-000-0-201824-00-440B 1.7

Description - Comments (Please see Documents tab below for related documents. For a complete legal description, see recorded document.):

**143-399 ,J481-32 SE1/4 SEC.24-20-18 LYG N OF RR&PRT NE-SE DESC #338870 ALL
DESC:COM1102.37'S E1/4/C, S288.65', W176.26', S127.68', NW188.35', NE261.46', NELY271.63 FT, SE15.07', SE59.36'
TO POB EX HWY ROW DOC#449053**

Site Address (es): (Site address may not be verified and could be incorrect. DO NOT use the site address in lieu of legal description.)
N8203 STOMMEL RD SHERWOOD, WI 54169

0 Lottery credits claimed

Tax History

* Click on a Tax Year for detailed payment information.

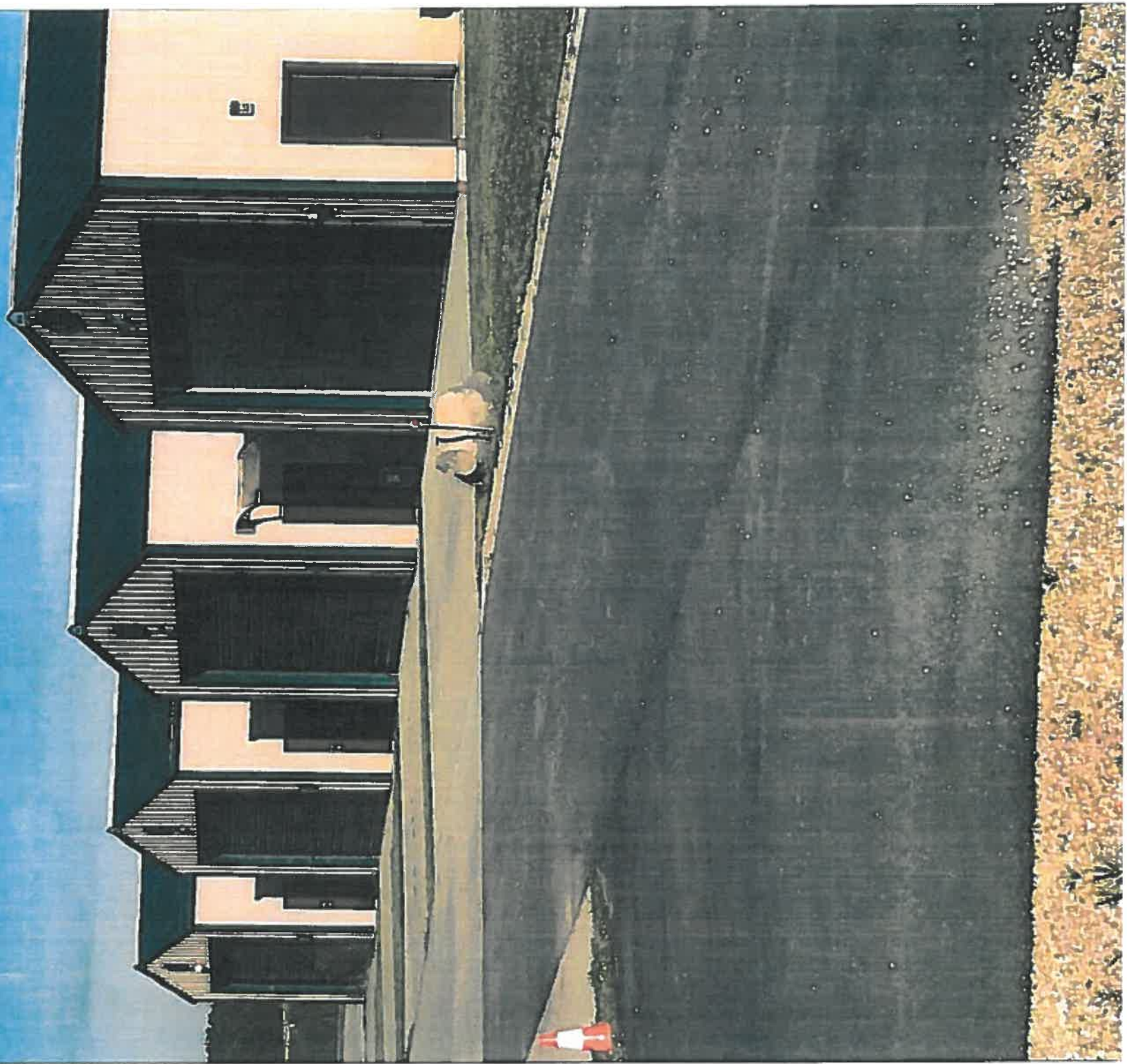
Tax Year*	Total Due	Paid to Date	Current Due	Interest	Penalty	Total Payoff
2017	\$530.64	\$530.64	\$0.00	\$0.00	\$0.00	\$0.00
2016	\$486.28	\$486.28	\$0.00	\$0.00	\$0.00	\$0.00
2015	\$480.00	\$480.00	\$0.00	\$0.00	\$0.00	\$0.00
2014	\$469.45	\$469.45	\$0.00	\$0.00	\$0.00	\$0.00
Total			\$0.00	\$0.00	\$0.00	\$0.00

If taxes are 3 years or more delinquent, please contact the Treasurer's Office at (920)849-1457 for additional fees due.

NOTE: Current year tax bills may not be processed by the county.

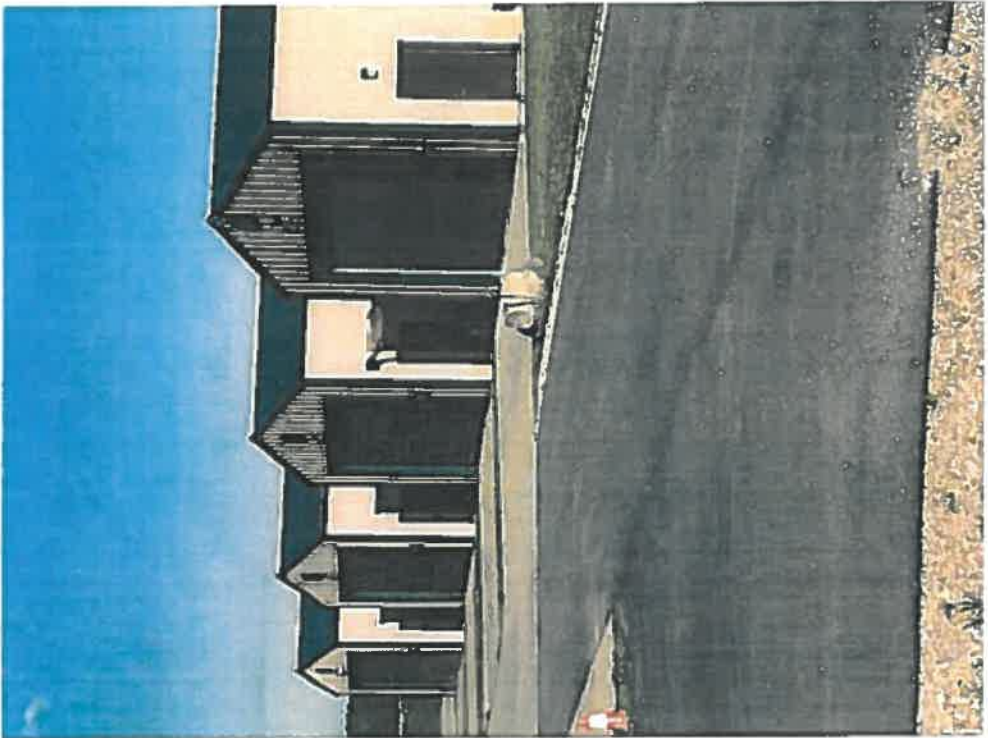
Interest and penalty on delinquent taxes are calculated to July 31, 2018.

May House 5



Mayflower 5'





Mayhem

Mayflower 5



May 1988 ⑤

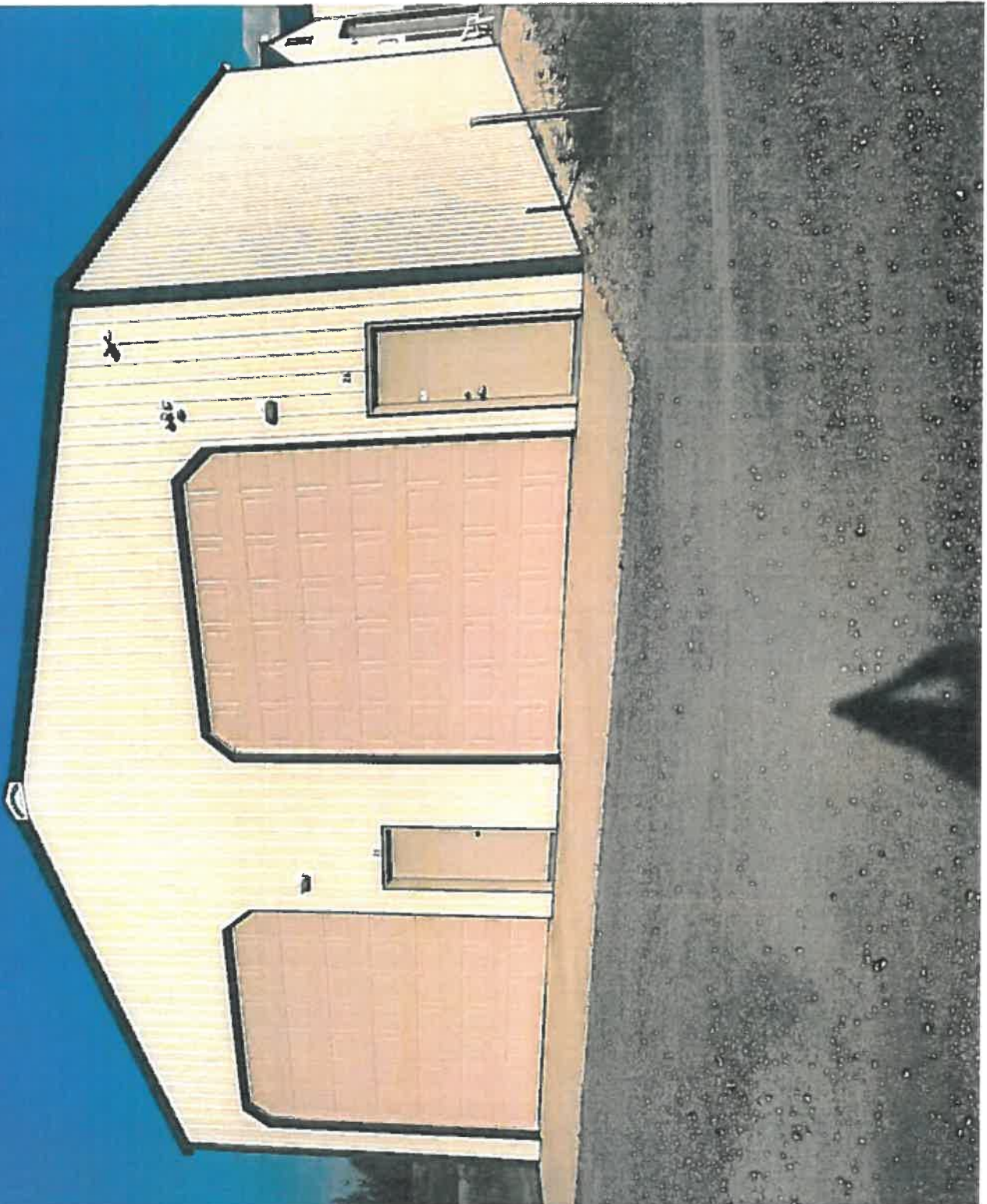


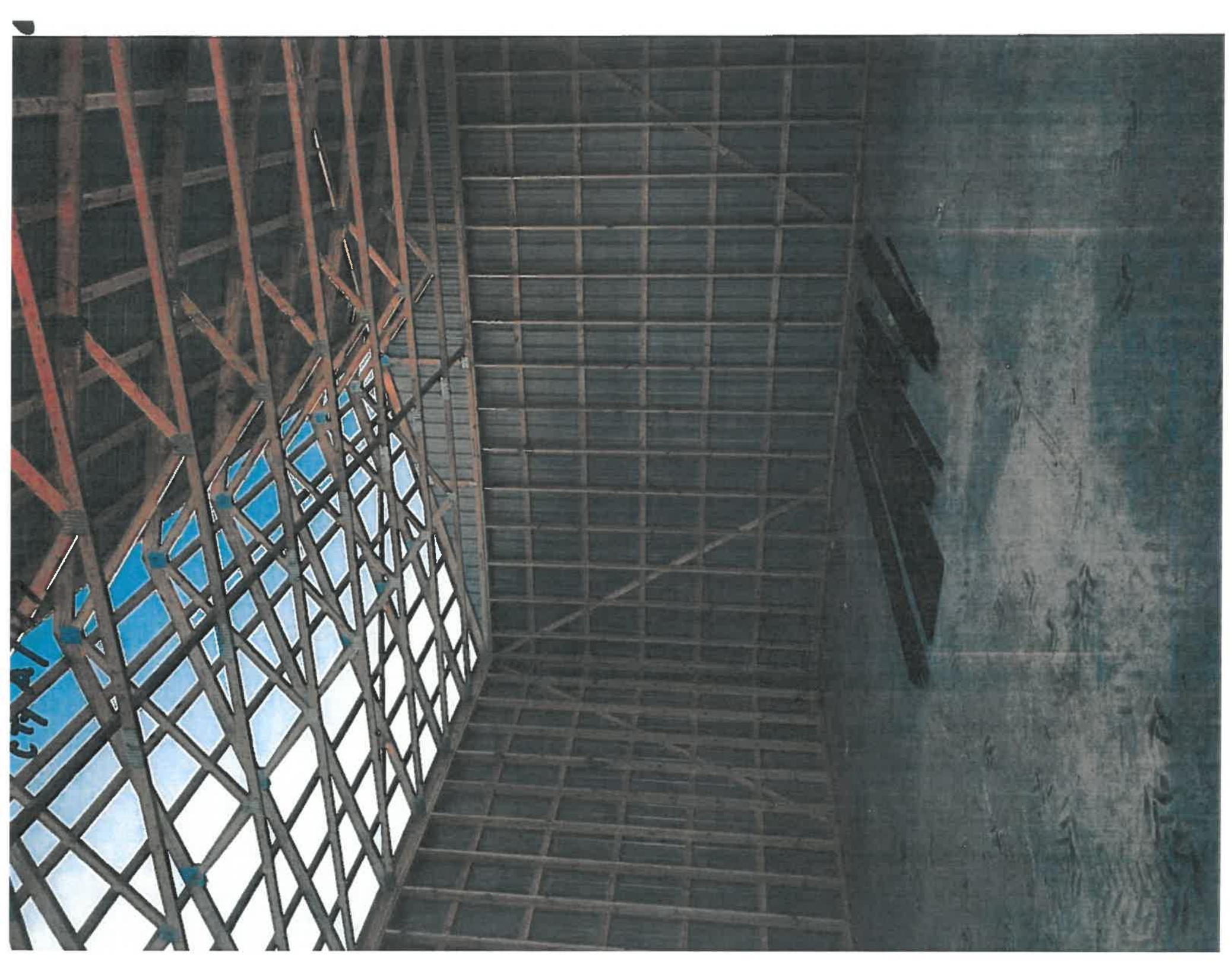
CTY A/47





11/14/13





CTY A/47

