



## PLAN COMMISSION AGENDA

TOWN OF HARRISON & VILLAGE OF HARRISON  
COUNTIES OF CALUMET & OUTAGAMIE, WI  
W5298 HWY 114  
MENASHA, WI 54952  
[www.harrison-wi.org](http://www.harrison-wi.org) (920) 989-1062

**Tuesday, March 21, 2017  
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
  - February 27, 2017
- 6) Convene Meeting and Enter Public Hearing
  - a. Zoning Map Amendment – Al Lamers Realty, Inc. – Wilz Ct./S. Coop Rd.
- 7) Close Public Hearing and Reconvene Regular Meeting
- 8) Items for Discussion and Possible Action
  - a. Zoning Map Amendment – Al Lamers Realty, Inc. – Wilz Ct./S. Coop Rd.
  - b. Certified Survey Map – Al Lamers Realty, Inc. – Wilz Ct./S. Coop Rd.
- 9) Items for Discussion
  - a. Report: Zoning Permits
- 10) Set Next Meeting Date
  - Tentatively April 18, 2017 at 5:30pm (time change due to Annual Town Meeting at 6:30pm)
- 11) 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 Town Board, Village Board, Zoning Board of Appeals, or Committee of the Whole may be in attendance. However, the only business to be conducted is for the Plan Commission.

PLAN COMMISSION  
MEETING MINUTES – FEBRUARY 28 2017

- 1) Call to Order: The meeting was called to order in the Harrison Municipal Building by Chair Darlene Bartlein at 6:00pm.
- 2) Pledge of Allegiance: The Pledge was recited.
- 3) Roll Call: Members present were: Jim Fochs, Jim Lincoln, Kevin Hietpas, Darlene Bartlein, Jerry Bartlein, Dennis Reed. One seat is vacant.

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

- 4) Public Participation: None
- 5) Approve Minutes: Motion (Hietpas/Fochs) to approve the minutes of January 24 2017. Motion carried 6-0.
- 6) Convene Meeting and Enter Public Hearing 6:02pm
  - a. Comprehensive Plan and Village Center Master Plan: Planner Mommaerts introduced the item stating that the consultant for the Comprehensive Plan update and Village Center Plan has completed the final draft and will give a short presentation with a question and answer session after.
    - i. Public Questions: Patrick Klein stated that he knew the Fire Department went through their own planning stages already, how was that information taken into consideration for this plan? Planner Mommaerts stated that it was not because he had not seen the plan that was created. Patrick Klein also stated that going off of this plan, he has concerns with the parking for guys coming in and needing to park quickly before heading out. Village Manager Travis Parish answered that this layout is more of a concept at this point.
- 7) Close Public Hearing and Reconvene Regular Meeting 6:15pm
- 8) Items for Discussion and Possible Action
  - a. Resolution PC17-01 – Comprehensive Plan and Village Center Master Plan: Planner Mommaerts introduced the item again stating that the consultant for the Comprehensive Plan update and Village Center Plan had completed the final draft and that the final draft plans are very similar to the drafts the Plan Commission received previously. A copy of the plans can be downloaded at:

<http://www.harrison-wi.org/PDF-Documents/Comp-Plan/Full-Draft-Review-12052016-Reduced.aspx>

<http://www.harrison-wi.org/PDF-Documents/Comp-Plan/Draft-Village-Center-Concept-Plan-12082016-Reduced.aspx>

Attached to the memo was a draft of a Plan Commission Resolution recommending approval of the updated Comprehensive Plan to the Village Board. The Plan Commission Resolution is a statutory requirement under the Comprehensive Plan law. The exhibit listed in the Resolution is the final draft of the Plan.

Motion (Fochs/Lincoln) to approve the Resolution PC17-01 Comprehensive Plan and Village Center Master Plan. Motion carried 6-0.

- b. Concept Plan – Kimberly Heights Subdivision – Derck/DeWitt LLC: Planner Mommaerts introduced the item stating that in July 2016 the Plan Commission reviewed a concept plan for a new subdivision along Schmidt Road east of County N. The following were a list of comments from the July 2016 meeting:
1. Landscaping/Berm along County N and Schmidt Road.
  2. Stormwater management facilities (peak flow standards).
  3. Central neighborhood park site.
  4. Multiple access points for phase 1, roadway connection to Schmidt Road.
  5. Reduce number of cul-de-sacs.
  6. Allow for extension of Cumberland Drive to the south.
  7. Allow for an east/west road near Lot 157 & 158 to access and cross Parcels 33262 & 33266. (See notes on CSM No. 3314 attached)
  8. Trails along County N and Schmidt Road may be required.
  9. Consider how the property owner's existing house will be serviced in the future with sewer & water and access for potential future splits.
  10. Check centerline radii of the curves near Lot 35 & Lot 202 (appears too small).
  11. Ensure that the extension of Cumberland Drive and Hunter Street can be made over the 30-foot (+/-) strip of land on the northeast portion of the concept plan.
  12. Schmidt Road will have a 80-foot ROW (40-foot from section line), roadway dedication will be required.

- c. Certified Survey Map – Ralph Hopfensberger – Schmidt Road: Planner Mommaerts introduced the item stating that the applicant is proposing a REVISED 4-lot Certified Survey Map (CSM) for the property located along Schmidt Road between State Park Road and Hwy 55 (Tax ID 39196). The property is currently zoned General Agricultural [AG]. There is an officially mapped roadway along the western portion of the property. The purpose of the CSM is to create two lots for new home development. The Plan Commission reviewed a concept last summer and commented that the future roadway could be relocated on the property. The Plan Commission reviewed a CSM at the January meeting and recommended approval to the Village Board with several conditions. Before the Village Board was able to review the recommendation, the applicants pulled the CSM for revision. The Applicant, Brandon Smith spoke regarding the revision, asking to strike any wording regarding roads. Staff recommended denial of the revised (February 9, 2017) Certified Survey Map due to lack of future roadway considerations.

Motion (Fochs/Hietpas) to deny the February 9<sup>th</sup> CSM for the Hopfensberger property.  
Motion carried 6-0.

- 9) Report: Zoning Permits: Planner Mommaerts reported that January had 3 single family permits and February had 4 single family permits for a total of 7. Weight limits went on February 16<sup>th</sup> so that will slow things down for a while.

10) Next Meeting Date: March 21st at 6pm

- 11) Adjourn: Motion (Fochs/Hietpas) to adjourn the meeting at 6:44pm
  - a. Motion carried 5-0.

Prepared by: Carie Krause, Deputy Clerk-Treasurer

Dated: March 3, 2017

# Memo

Date: March 9, 2017

To: Plan Commission Members

From: Mark J. Mommaerts, AICP, Planner

Re: Agenda Item 8a: Rezoning – Lamers Realty

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## **Overview:**

The applicant is proposing a zoning map amendment (rezoning) from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] for the property located at the curve intersection of Wilz Court and S. Coop Road, Tax ID 33622. The property is approximately 8.7 acres and is currently used as farmland with the northern portion being woods. The applicant plans to split the property into four-lots for future single-family homes (CSM to be reviewed separately). The Comprehensive Plan identifies this area as future single-family residential (sewered). Sewer and water utilities are available along Wilz Court and S. Coop Road.

## **Attachments:**

- Aerial Map
- Public Hearing Notice

## **Findings of Fact:**

- Staff finds that the Rezoning request complies with the Comprehensive Plan and Future Land Use Map.

## **Staff Recommendation:**

Staff recommends approval of the Zoning Map Amendment (Rezoning) request as described in the public hearing notice.

# Calumet County, WI

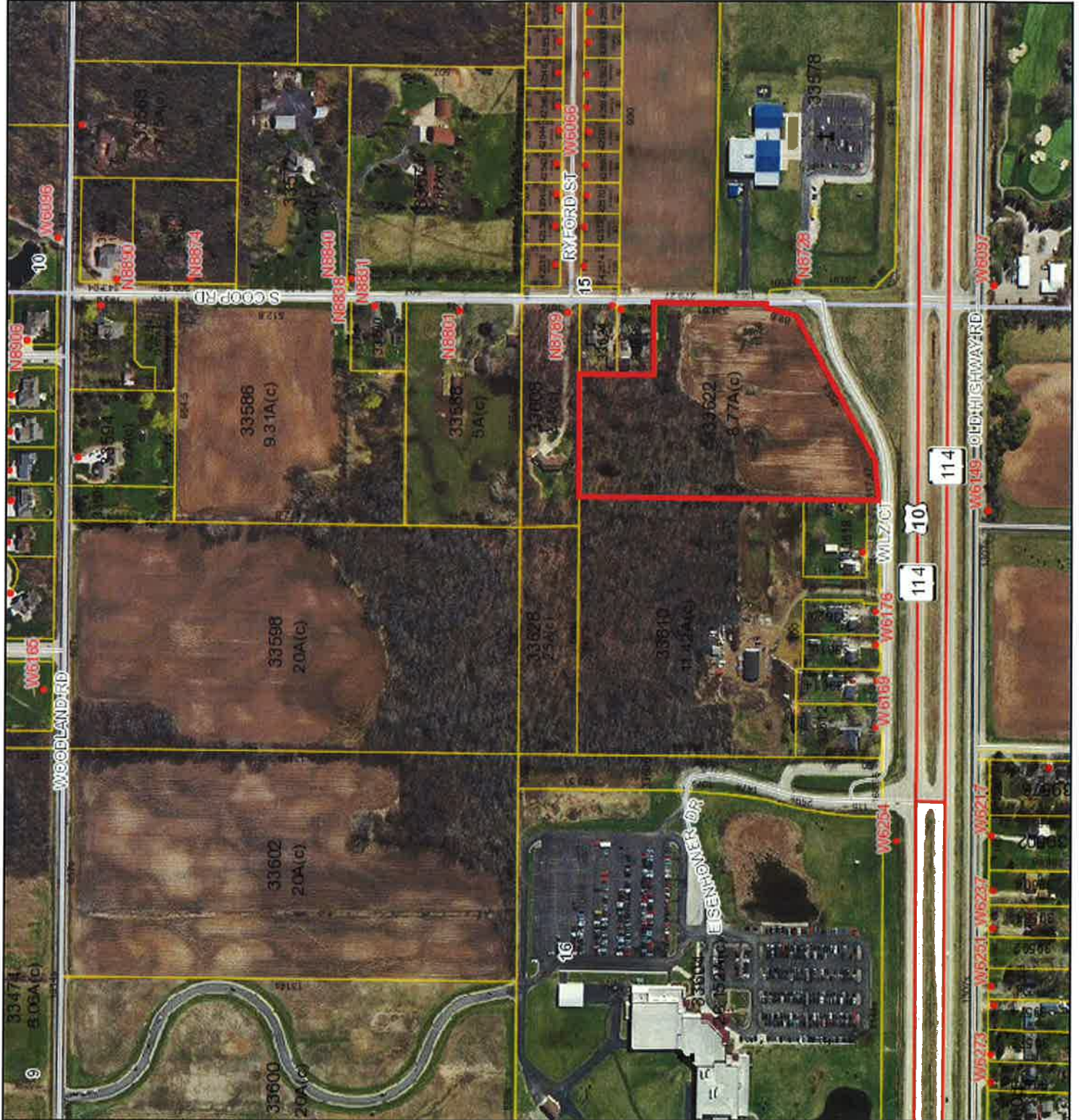
## Legend

- 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.

DATE PRINTED: 08/17 9:35 AM	USER:



NOTICE OF PUBLIC HEARING  
Village of Harrison  
Calumet County, Wisconsin

NOTICE IS HEREBY GIVEN that a public hearing will be held at the Plan Commission meeting of the Village of Harrison, Calumet County, Wisconsin on Tuesday, March 21, 2017 at 6:00pm at the Harrison Municipal Building, W5298 Hwy 114, Menasha, WI 54952. The public hearing will be held in regard to a proposed zoning map amendment (rezoning) by Lamers Realty Inc. to rezone from General Agricultural [AG] to Single-Family Residential (Suburban) [RS-1] the property described as a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, containing 382,140 square feet (8.773 acres) of land being more fully described as follows: Commencing at the East 1/4 corner of said Section 16; Thence N00°45'08"E (recorded as N00°15'38"W), 596.84 feet along the East line of said Northeast 1/4 to the Point of Beginning; Thence N89°15'32"W (recorded as S89°43'42"W), 11.56 feet to the Westerly right-of-way line of Wilz Court; Thence S13°09'14"W (recorded as S12°08'28"W), 89.60 feet along said Westerly right-of-way line; Thence S63°44'55"W (recorded as S62°44'09"W), 465.50 feet along the Northerly right-of-way line of said Wilz Court; Thence S85°33'00"W (recorded as S84°32'14"W), 117.47 feet along said Northerly line; Thence N89°45'55"W (recorded as S89°13'19"W), 4.27 feet along said Northerly right-of-way line to the East line of Certified Survey Map No. 882 as recorded in Volume 6 of Maps on Page 207; Thence N00°41'59"E (recorded as N00°43'33"E & N00°18'45"W), 854.09 feet along said East line of said Certified Survey Map No. 882 to the South line of the North Five Acres of the Southeast 1/4 of the Northeast 1/4 of said Section 16 as described in Jacket 2693 Image 5; Thence S89°42'37"E (recorded as N89°16'38"E), 353.11 feet along said South line to the Northwest corner of lands described in Jacket 2566 Image 30; Thence S00°45'08"W (recorded as S00°15'38"E & South), 214.50 feet along the West line of said described lands and the West line of lands described in Document No.s: 436084 & 507699 to the Southwest corner thereof; Thence S89°42'37"E (recorded as N89°16'38"E & East), 214.50 feet along the South line of Said Document No.s 436084 & 507699 to the East line of said Northeast 1/4; Thence S00°45'08"W (recorded as S00°15'38"E), 334.61 feet along said East line to the Point of Beginning. A map of the property may be obtained from the Village of Harrison. All interested persons objecting to or supporting this rezoning may offer comment at the hearing or send written comment to: Village Clerk, W5298 Hwy 114, Menasha, WI 54952. The Plan Commission will make their decision during the regular meeting.

Dated this 28<sup>th</sup> day of February, 2017.  
Mark Mommaerts, Planner

# Memo

Date: March 9, 2017

To: Plan Commission Members

From: Mark J. Mommaerts, AICP, Planner

Re: Agenda Item ~~8b~~: CSM – Lamers Realty

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## **Overview:**

The applicant is proposing a four-lot certified survey map (CSM) for the property located at the curve intersection of Wilz Court and S. Coop Road, Tax ID 33622. The property is approximately 8.7 acres and is currently used as farmland with the northern portion being woods. The applicant plans to split the property into four-lots for future single-family homes (rezoning to be reviewed separately). The lots are proposed to be 1.5-acres or larger. Lot 1 will be a flag lot with 33-feet of frontage along Wilz Court on the west side of the property. There are several wetland areas on the property but there will be sufficient buildable areas on each lot. Sewer and water is available along Wilz Court and S. Coop Road.

## **Attachments:**

- Aerial Map
- Certified Survey Map
- Drainage & Erosion Control Plans

## **Staff Recommendation:**

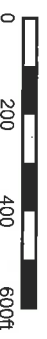
Staff recommends approval of the Certified Survey Map.



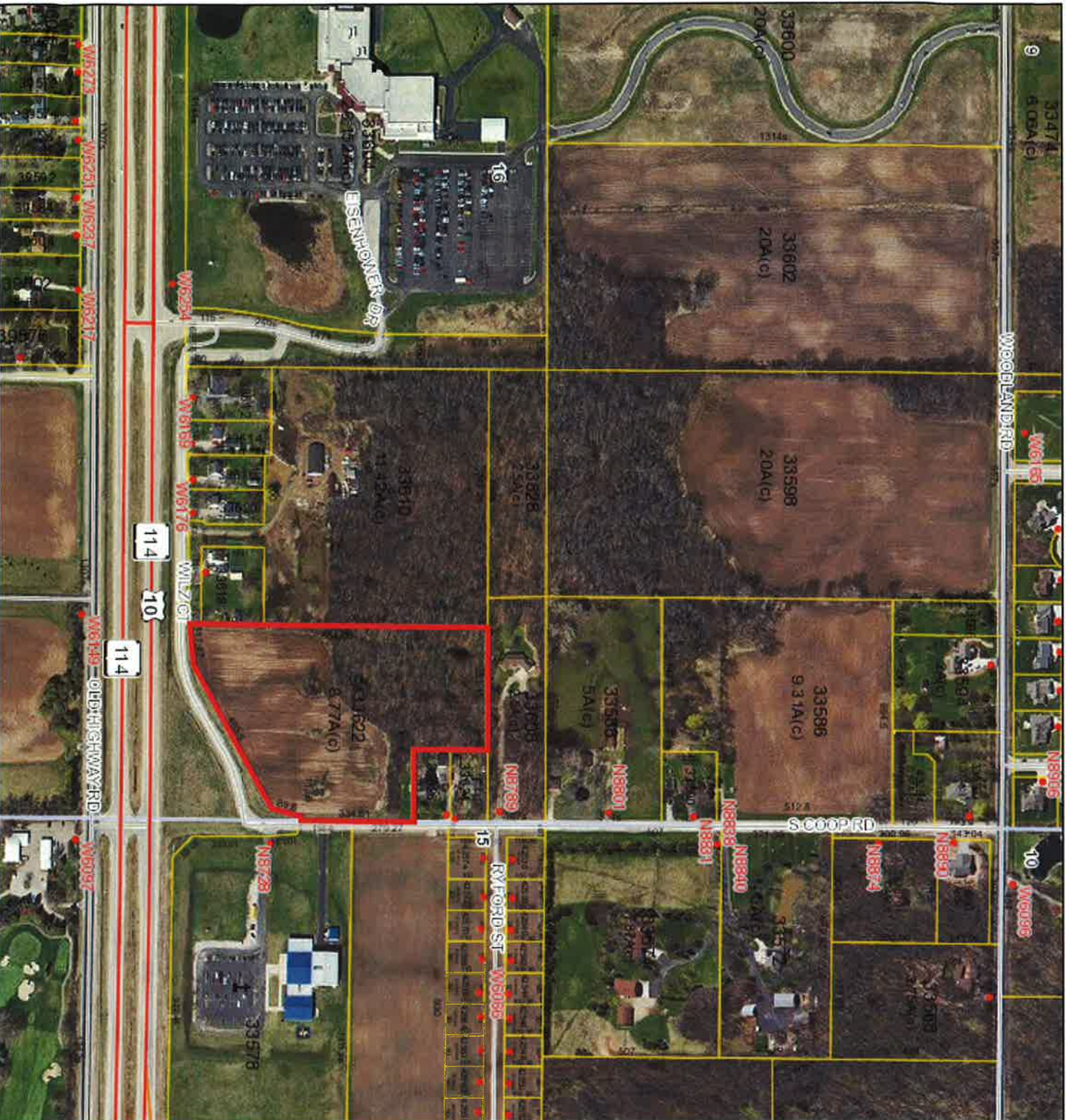
# Calumet County, WI

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



Date Printed: 03/29/17 9:33 AM User:



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

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 16, 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 a part of the Southeast 1/4 of the Northeast 1/4 of Section 16, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, containing 382,140 square feet (8.773 acres) of land being more fully described as follows:

Commencing at the East 1/4 corner of said Section 16; Thence N00°45'08"E (recorded as N00°15'38"W), 596.84 feet along the East line of said Northeast 1/4 to the Point of Beginning; Thence N89°15'32"W (recorded as S89°43'42"W), 11.56 feet to the Westerly right-of-way line of Wilz Court; Thence S13°09'14"W (recorded as S12°08'28"W), 89.60 feet along said Westerly right-of-way line; Thence S63°44'55"W (recorded as S62°44'09"W), 465.50 feet along the Northerly right-of-way line of said Wilz Court; Thence S85°33'00"W (recorded as S84°32'14"W), 117.47 feet along said Northerly line; Thence N89°45'55"W (recorded as S89°13'19"W), 4.27 feet along said Northerly right-of-way line to the East line of Certified Survey Map No. 882 as recorded in Volume 6 of Maps on Page 207; Thence N00°41'59"E (recorded as N00°43'33"E & N00°18'45"W), 854.09 feet along said East line of said Certified Survey Map No. 882 to the South line of the North Five Acres of the Southeast 1/4 of the Northeast 1/4 of said Section 16 as described in Jacket 2693 Image 5; Thence S89°42'37"E (recorded as N89°16'38"E), 353.11 feet along said South line to the Northwest corner of lands described in Jacket 2566 Image 30; Thence S00°45'08"W (recorded as S00°15'38"E & South), 214.50 feet along the West line of said described lands and the West line of lands described in Document No.s: 436084 & 507699 to the Southwest corner thereof; Thence S89°42'37"E (recorded as N89°16'38"E & East), 214.50 feet along the South line of Said Document No.s 436084 & 507699 to the East line of said Northeast 1/4; Thence S00°45'08"W (recorded as S00°15'38"E), 334.61 feet along said East line to the Point of Beginning.

That I have prepared this survey under the direction of the Owners of said lands.

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 section 115-13 in surveying, dividing and mapping the same.

Given under my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
David M. Schmalz, WI Professional Land Surveyor S-1284

NOTES:

- THIS CERTIFIED SURVEY MAP IS ALL OF TAX ID No. 33622
- THE PROPERTY OWNERS OF RECORD ARE: LAMERS REALTY, INC.
- THIS CERTIFIED SURVEY MAP IS CONTAINED WHOLLY WITHIN PROPERTY DESCRIBED IN: JACKET 3370 IMAGE 23

LEGEND

- - 3/4" x 24" ROUND IRON REBAR WEIGHING 1.5 lbs./lineal ft. SET
- ⚡ - 3/4" ROUND STEEL REBAR FOUND
- - 1" IRON PIPE FOUND (1.315" O.D.)
- ⊕ - CERTIFIED LAND CORNER CALUMET COUNTY
- ( ) - RECORDED BEARING AND/OR DISTANCE
- S.F. - SQUARE FEET
- ▤ - WETLAND AREAS DELINEATED BY NES ECOLOGICAL SERVICES DATED JANUARY 11, 2017

FOR: -LAMERS REALTY, INC.  
-C/O AL LAMERS  
-122 W. KIMBERLY AVENUE  
-KIMBERLY, WISCONSIN 54136  
-920-788-9804

**McMAHON**  
**ENGINEERS ARCHITECTS**

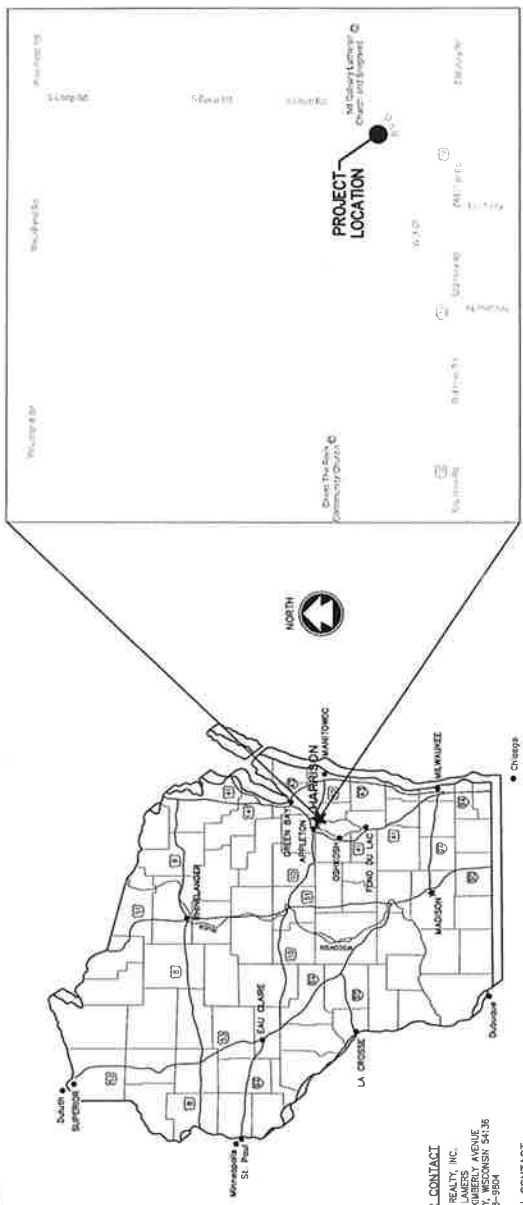
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing: P.O. BOX 1025 NEENAH, WI 54957-1025  
Tel: (920) 751-4200 Fax: (920) 751-4284  
www.mcmgrp.com



# MEEHL PROPERTY 4 LOT C.S.M. VILLAGE OF HARRISON

CALUMET COUNTY, WISCONSIN  
MCM # L0037 9-16-00948

RECEIVED  
FEB 13 2017  
HARRISON PLANNING



PRELIMINARY DRAFT  
FOR  
DISCUSSION PURPOSES  
ONLY.

### SHEET INDEX

- 01 - ABBREVIATIONS SYMBOLS AND NOTES
- 02 - MEEHL SURVEY CONTROL
- 03 - SITE PLAN
- 04 - MISCELLANEOUS DETAILS

**McMAHON**  
ENGINEERS ARCHITECTS  
1445 McMAHON DRIVE NEENAH, WI 54956  
MAILING: P.O. BOX 1025 NEENAH, WI 54957-1025  
TEL: (920) 751-4200 FAX: (920) 751-4204  
WWW.MCMGRP.COM

### CONTACT INFORMATION

**OWNER CONTACT**  
LAKERS REALTY, INC.  
122 W. KIMBERLY AVENUE  
KIMBERLY, WISCONSIN 54136  
920-767-9584

**DESIGN CONTACT**  
McMAHON  
1445 McMAHON DRIVE  
NEENAH, WI 54956  
(920) 751-4200  
resbld@mcmgrp.com

**UTILITIES**  
WE ENERGIES  
1001 KENNEDY AVENUE P.O. BOX 145  
APPLETON, WI 54912  
(920) 831-8271  
www.dbb@weeie.com

**AT&T**  
221 WEST WASHINGTON STREET FLOOR 4  
APPLETON, WI 54911  
(920) 831-8271  
www.dbb@att.com

**THE WARNER CABLE**  
VINCE ALSIN  
1001 KENNEDY AVENUE P.O. BOX 145  
APPLETON, WI 54912  
(920) 831-8271  
www.dbb@warnercable.com

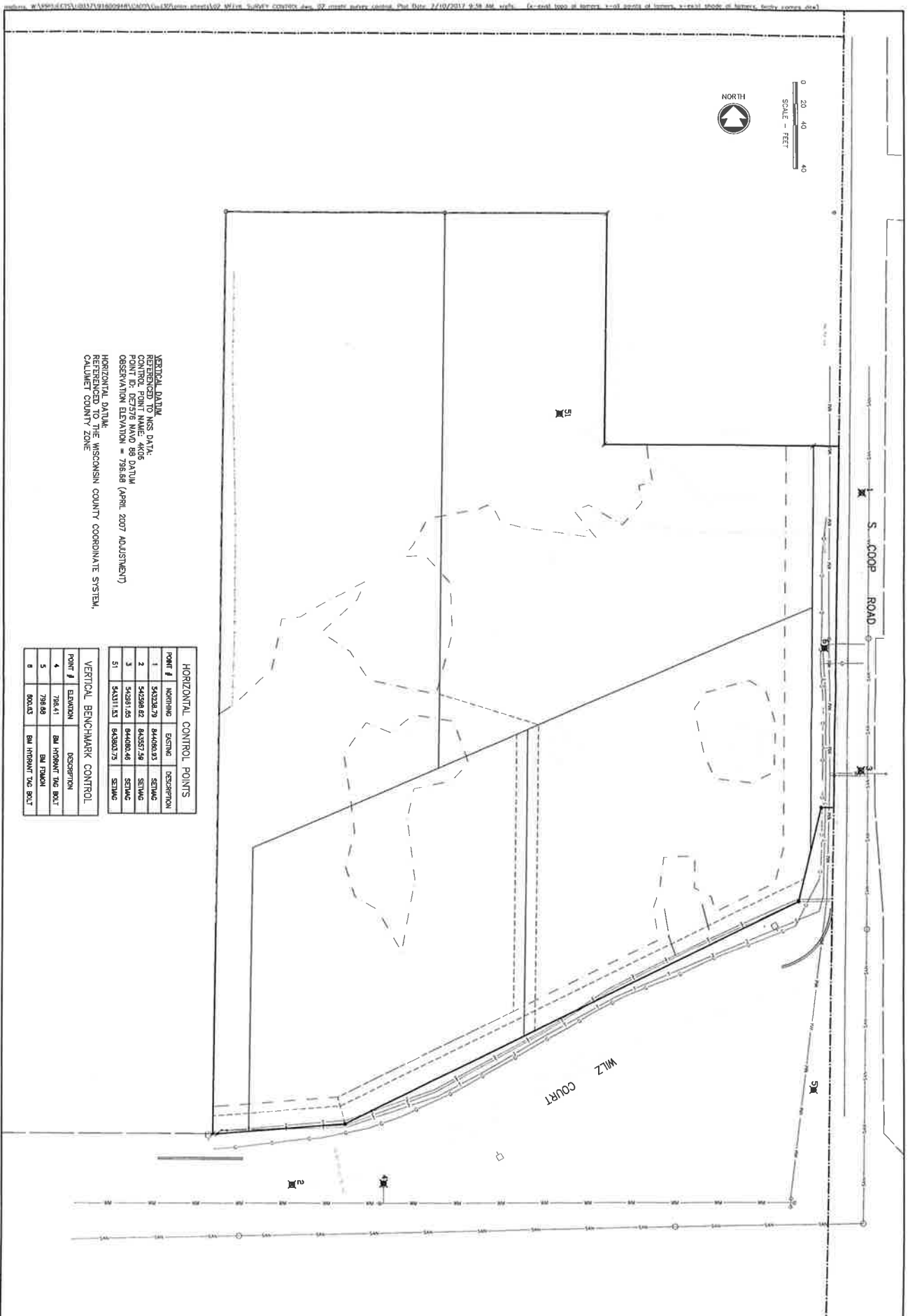
**WISCONSIN ELECTRIC**  
WISCONSIN ELECTRIC DISTRICT  
605 KULEGER  
MENASHA, WI 54952  
(920) 395-6884  
www.wisconsin-electric.com

**WISCONSIN WATER**  
WISCONSIN WATER DISTRICT  
806 S. WISCONSIN  
APPLETON, WI 54911  
(920) 831-8271  
www.wisconsinwater.com

**DIGGERS HOTLINE**  
Dial 877 or (800) 242-8511  
www.DiggersHotline.com

DATE: 01/20/17  
PROJECT NO.: L0037 9-16-00948





VERTICAL DATUM  
 REFERENCED TO NGS DATA:  
 CONTROL POINT NAME: 4608  
 POINT ID: DE7576 NAVD 88 DATUM  
 OBSERVATION ELEVATION = 756.68 (APRIL 2007 ADJUSTMENT)

HORIZONTAL DATUM  
 REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM,  
 CALUMET COUNTY ZONE

POINT #	HORIZONTAL SYSTEM	VERTICAL SYSTEM	DESCRIPTION
1	540238.79	844080.83	SEWAG
2	540288.82	843577.38	SEWAG
3	540381.85	844080.48	SEWAG
S1	540111.53	843803.75	SEWAG

POINT #	ELEVATION	DESCRIPTION
4	756.41	BM HYDRAWT TDS BOLT
5	756.80	BM TILMAN
6	800.83	BM HYDRAWT TDS BOLT

02 DATE: 01/20/07 DRAWN BY: [Name]	CHECKED BY: [Name]	REVISION: [Table]	THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPPING. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE SURVEY AND HAS DETERMINED THAT THE SURVEY IS ACCURATE AND COMPLETE. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE SURVEY AND HAS DETERMINED THAT THE SURVEY IS ACCURATE AND COMPLETE. THE SURVEYOR HAS REVIEWED THE RECORDS OF THE SURVEY AND HAS DETERMINED THAT THE SURVEY IS ACCURATE AND COMPLETE.	<b>McMAHON</b> ENGINEERS ARCHITECTS 1415 McMAHON DRIVE NEENAH WI 54956 Mailing P O BOX 1025 NEENAH WI 54957-1025 Tel (920) 751-4200 Fax (920) 751-4284 www.mcmahon.com





