

PLAN COMMISSION AGENDA

Tuesday, October 19, 2021

5:30PM

AMENDED

- 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
 - August 24, 2021
- 6) Items for Discussion
 - a. **Discuss Proposed Development of Property at SW Corner Old Highway Road & Northshore Road**
 - b. Report: Zoning Permits
- 7) Items for Discussion and Possible Action
 - a. Certified Survey Map – Todd Euclide – SW Corner State Park Rd & Payten St
 - b. Release of Conservation Easement – Jerry Frazee – Old Highway Rd west of Northshore Rd
- 8) Set Next Meeting Date
 - Tentatively November 23, 2021 at 5:30pm
- 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: October 11, 2021 **October 12, 2021**

PLAN COMMISSION AGENDA

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Posted: October 11, 2021

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

October 19, 2021

Title:

Certified Survey Map - Euclide

Issue:

Should the Plan Commission recommend the Village Board approve a 2-lot Certified Survey Map?

Background and Additional Information:

The applicant is proposing a 2-lot Certified Survey Map (CSM) for property located at the southwest corner of State Park Road and Payten Street, Loc ID 33252. The purpose of the CSM is to split the property so that proposed Lot 2 can be sold to the property owner at N9409 State Park Road, Loc ID 33258. Lot 1 would remain with the adjacent lands to be developed in the future.

Staff has a few concerns about the location of the proposed lot line between Lot 1 & Lot 2. It was intended that Evan Street would be extended south at some point in the future as the area developed. The lot line as proposed will necessitate that each property dedicate a portion of the property for the road. At that point, the property will be under separate ownership, and it will be difficult to coordinate when the road should be extended. The proposed location will also leave property on proposed Lot 1 on each side of the stream.

Staff suggests that the proposed lot line be relocated to the eastern extension of the Evan Street right-of-way (ROW) line. This will allow Evan Street to be extended at the timing of development of Lot 1. The alternative is to locate the proposed property line along the intermittent stream. This would clear up ownership and access across the stream, but it likely means that Evan Street may not be extended. However, with DNR rules and regulations of the intermittent stream, it may be difficult to extend Evan Street anyway. (attached is a concept map illustrating how the property could be developed without the extension of Evan Street.)

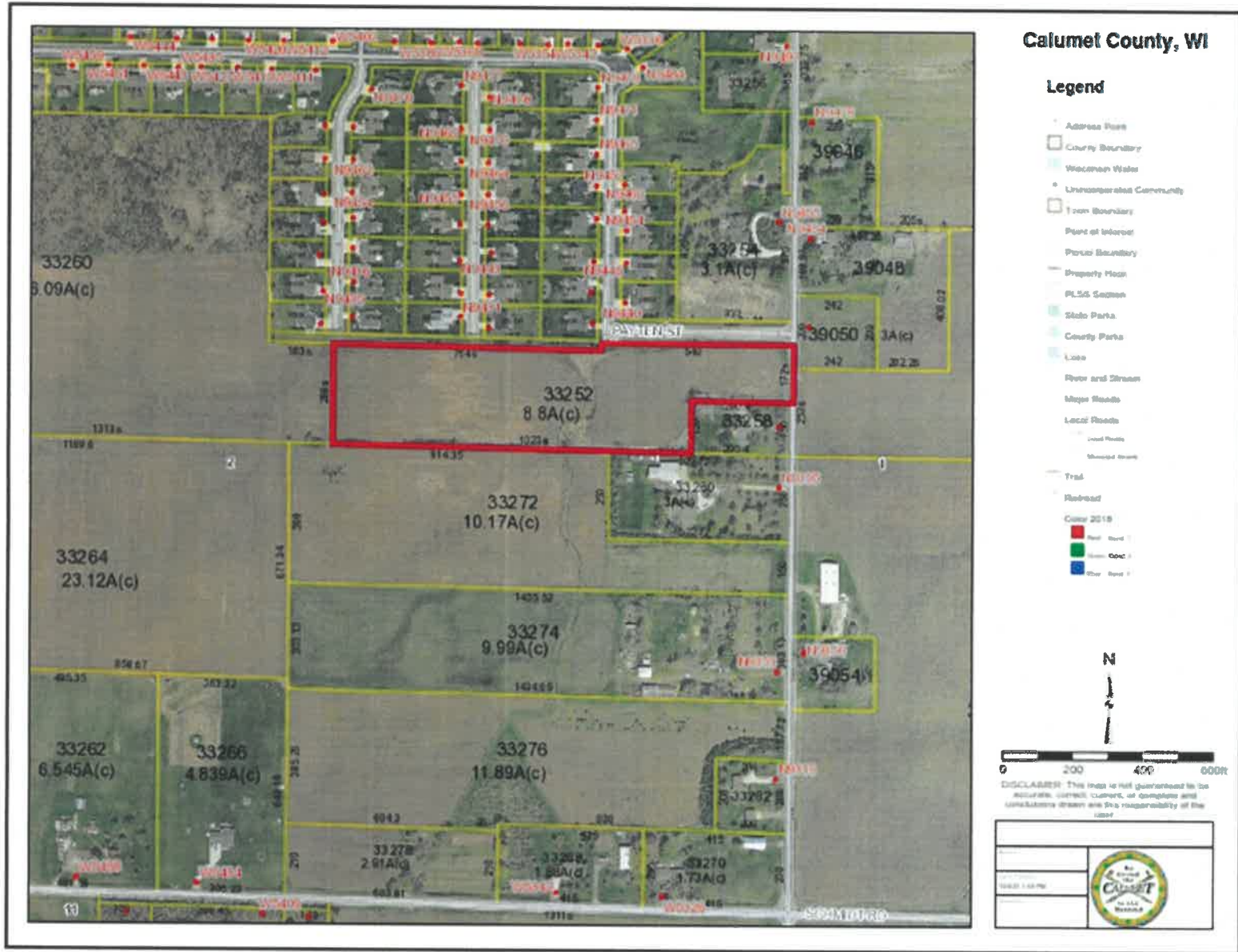
Recommended Action:

Staff recommends the Certified Survey Map be amended to address the location of the proposed lot line between Lot 1 and Lot 2.

Attachments:

- Aerial Map
- Certified Survey Map
- Concept Plan

Aerial Map



Certified Survey Map No. _____

Part of the Northeast 1/4 of the Southeast 1/4, Section 02, Township 20 North, Range 18 East,
Village of Harrison, Calumet County, Wisconsin.



Bearings are referenced to the East line of the Southeast 1/4, Section 02, T20N, R18E, assumed to bear S00°21'02"W, base on the Calumet County Coordinate System.

LINE TABLE		
Line	Bearing	Length
L1	N 00°21'02" E	21.92
	S 00°17'21" E	

James R. Sehioff Professional Land Surveyor No. S-2692 Date

Surveyor
Todd Euclide
N9409 State Park Rd
Appleton, WI 54915

East 1/4 Corner
Section 02, T20N, R18E
Monument

LEGEND

- 2" x 18" Steel Rebar @ 1.50 lbs./LF SET
- △ 1" Rebar Found
- 4" Rebar Found
- 1.3" O.D. Iron Pipe Found
- ⊕ Government Corner Recorded As
- Unplatted Lands



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1000 Fax: 920-445-0804
www.davelpro

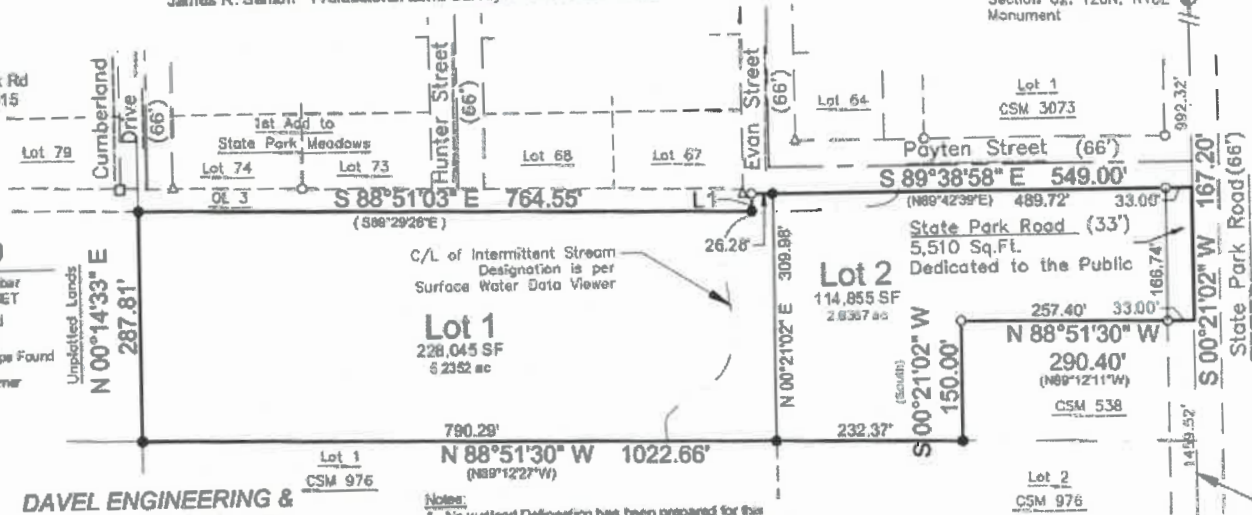
Notes:

1. No wetland Delineation has been prepared for this property. The Village of Harrison may require one prior to any building permits for Lots 1 and 2 are issued.
2. Lot 1 does not have the required road frontage and is not buildable until such time as the required frontage is dedicated and improved.

File: 6863CSM.dwg
Date: 03/02/2021
Drawn By: Jm
Sheet 1 of 3

Southeast Corner
Section 02, T20N, R18E
Monument

E/L of the Southeast 1/4
S00°21'03"E, 2613.04'
9/30/2021 10:15 AM J:\Projects\6863.dwg\proj\csm_39\6863CSM.dwg Printed by: Jm



Certified Survey Map No. _____

Part of the Northeast 1/4 of the Southeast 1/4, Section 02, Township 20 North, Range 18 East,
Village of Harrison, Calumet County, Wisconsin.

Surveyor's Certificate

I, James R. Sehlloff, Professional land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Village of Harrison, and under the direction of Van Handel Family Limited Partnership, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is located in part of the Northeast 1/4 of the Southeast 1/4, Section 02, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin, containing 348,410 Square Feet (7.9984 Acres) of land described as follows:

Commencing at the East 1/4 corner of Section 02; thence along the East line of the Southeast 1/4 of said Section 02, S00°21'02"W, 992.32 feet to the point of beginning; thence, continuing along said East line, S00°21'02"W, 167.20 feet to the Northeast Corner of Certified Survey Map 538; thence, along the North line of said Certified Survey Map 538, N88°51'30"W, 290.40 feet to the Northwest Corner of said Certified Survey Map 538; thence, along the West line of said Certified Survey Map 538, S00°21'02"W, 150.00 feet to the North line of Lot 1 of Certified Survey Map 976; thence, along said North line, N88°51'30"W, 1022.66 feet to the West line of the Northeast 1/4 of the said Southeast 1/4; thence, along said West line, N00°14'33"E, 287.81 feet to the South line of Outlot 3 of First Addition to State Park Meadows; thence, along said South line, S88°51'03"E, 784.55 feet to the Southeast corner of Outlot 3; thence, along East line of said Outlot 3, N00°21'02"E, 21.92 feet to the South right of way line of Paylen Street; thence, along said South right of way line, S89°38'58"E 549.00 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this _____ day of _____, _____.

James R. Sehlloff, Wisconsin Professional Land Surveyor No. S-2092

Owner's Certificate

Van Handel Family Limited Partnership, a limited partnership duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, divided, mapped and dedicated all as shown and represented on this map.

We do further certify 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

In the presence of: Van Handel Family Limited Partnership

Representative

Date

Print Name

State of Wisconsin)

)SS

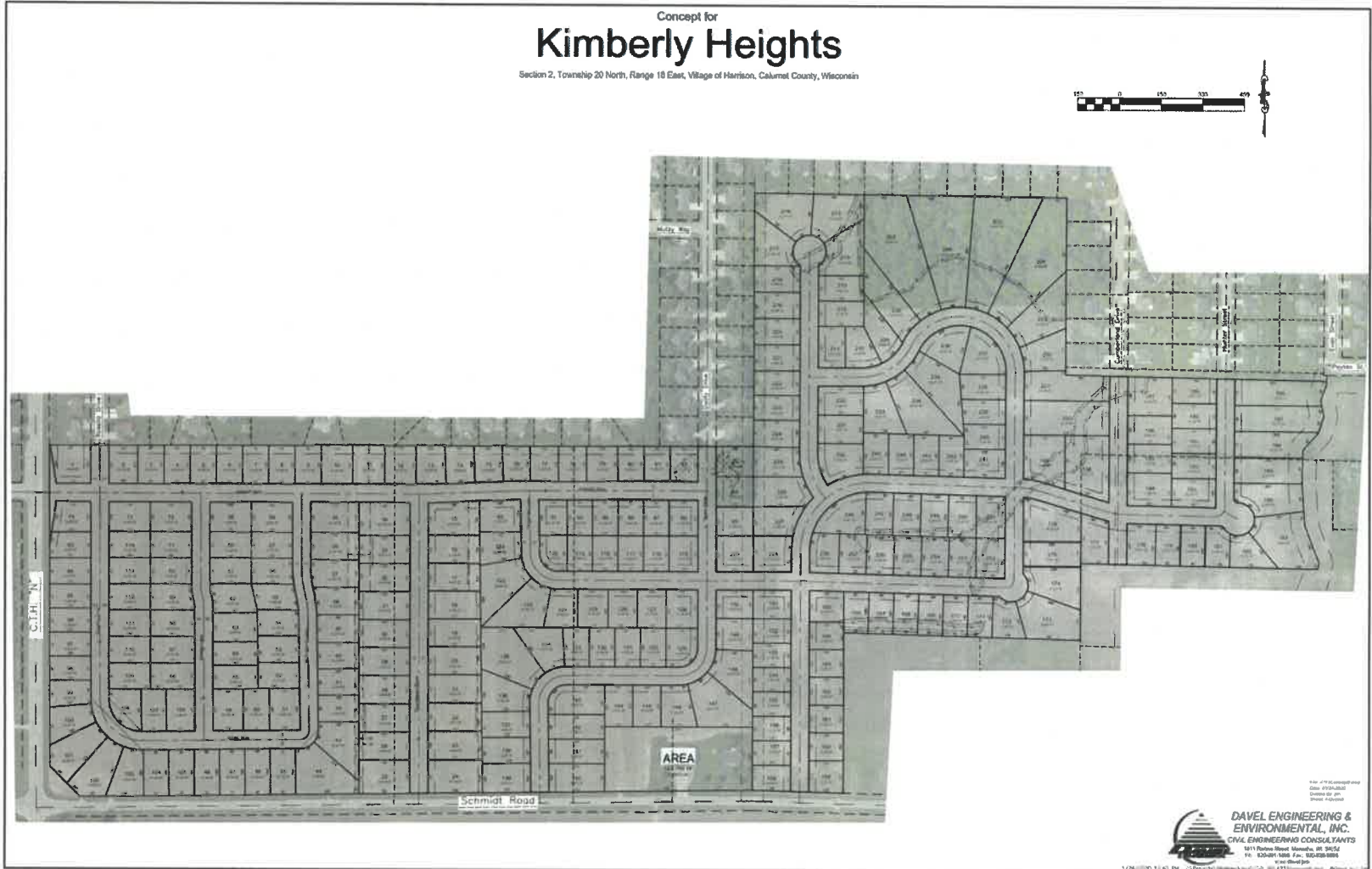
County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledged the same.

My Commission Expires _____

Notary Public, Wisconsin

File: 6863CSM.dwg
Date: 08/30/2021
Drafted By: JRM
Sheet: 2 of 3



PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Mark J. Mommaerts, AICP, Planner

Meeting Date:

October 19, 2021

Title:

Release of Conservation Easement

Issue:

Should the Plan Commission recommend the Village Board release the conservation easement on Lot 1 of North Shore Woods subdivision (Lots 1-3 of CSM #3893)?

Background and Additional Information:

The property owner is requesting that the Village release the conservation easement from their property on Old Highway Road, parcels 42188, 45590, and 45592. The conservation easement was placed on the property as part of the subdivision plat process for the North Shore Woods subdivision. Staff believes the purpose of the easement was to retain the existing trees as a buffer between the subdivision homes and the subject property, which at the time was identified to be commercial property. Since the plat was recorded, the Village amended the future land use of the subject property from commercial to single-family residential and the property has been rezoned to Single-Family Residential (Suburban) [RS-1].

If the property is to be developed as single-family homes, staff does not have any issues with the conservation easement being released. The detention basin maintenance easement will remain as will the sewer easement (as identified on the plat and CSM #3893)

Recommended Action:

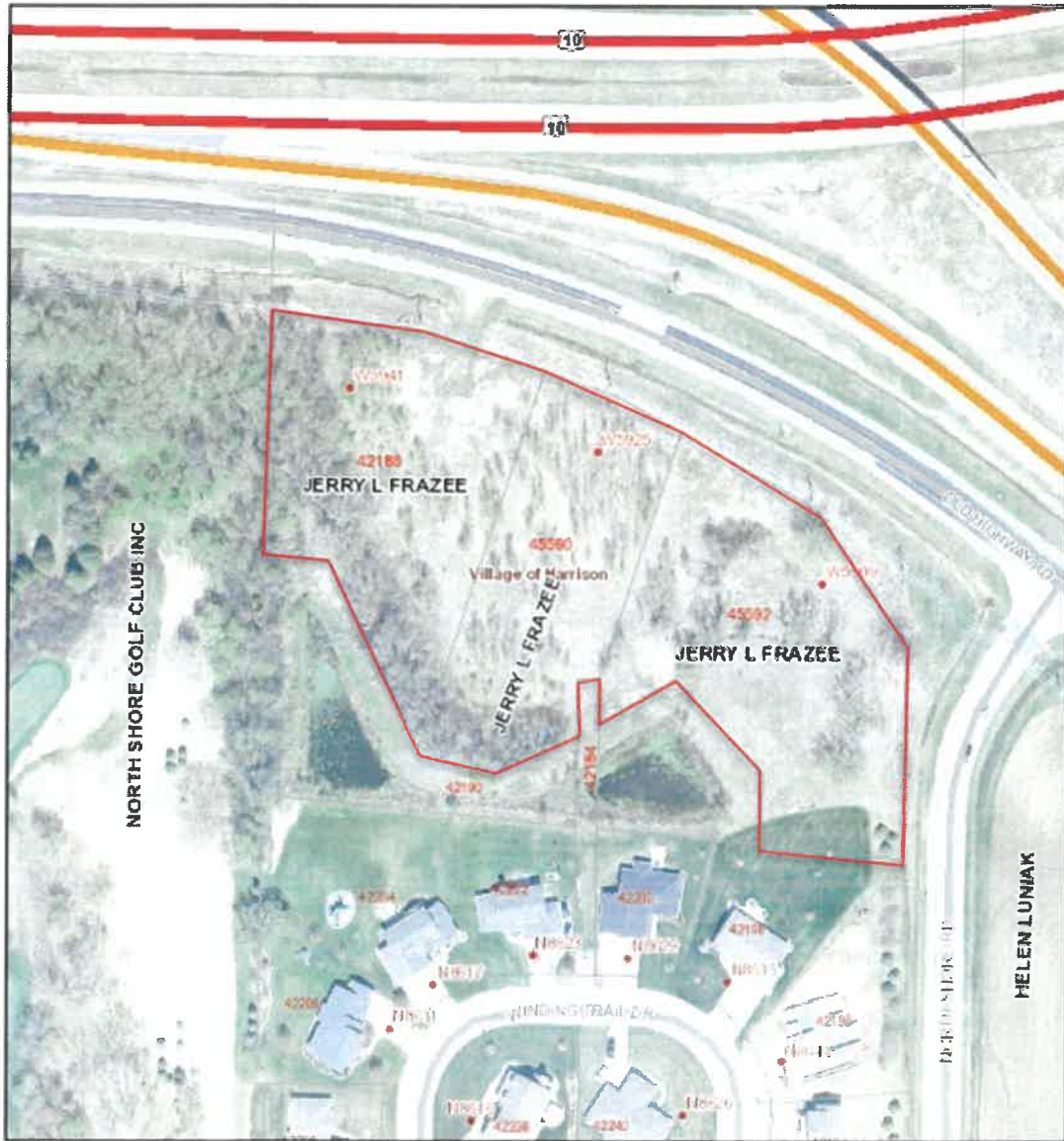
Staff recommends approval of the conservation easement release.

Attachments:

- Aerial Map
- Release of Easement document
- North Shore Woods Plat

Aerial Map

Calumet County Parcel



10/6/2021, 1:30:13 PM

1:2,257

Calumet Roads Cartographic

- Federal Highways
- State Highways
- County Highways
- Local Roads
- City Streets
- Parcels

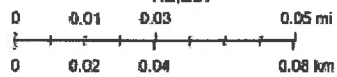
• Address Point

▣ Publishing.DBO.MunicipalBoundary

● Publishing.DBO.UnincorporatedCommunity

Ortho2018

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

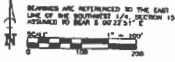


County of Calumet, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Calumet County Land Information Office

County of Calumet, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA | Calumet County Land Information Office |

NORTH SHORE WOODS

PART OF THE NORTHEAST 1/4 AND THE SOUTHWEST 1/4 OF SECTION 15 AND PART OF GOVERNMENT LOT 3 OF SECTION 23, TOWN 20 NORTH, RANGE 16 EAST, TOWN OF HARRISON, CALUMET COUNTY, WISCONSIN



CONTRACTOR'S CERTIFICATE OF COMPLETION
 NORTH SHORE ROAD PROPERTIES, LLC, A CORPORATION ONLY ESTABLISHED AND EXISTING UNDER THE LAWS OF THE STATE OF WISCONSIN, HEREBY CERTIFIES THAT THE WORK DESCRIBED IN THE ATTACHED PERMITS HAS BEEN COMPLETED IN ACCORDANCE WITH THE PERMITS AND ALL APPLICABLE LAWS, ORDINANCES, AND REGULATIONS. THE WORK WAS COMPLETED ON 7-10-03 AT 7:10 AM. THE CONTRACTOR'S SIGNATURE AND SEAL ARE ATTACHED TO THIS CERTIFICATE.

STATE OF WISCONSIN
 CALUMET COUNTY
 I, John J. Dehaver, Notary Public, do hereby certify that the foregoing is a true and correct copy of the original as the same appears to me.

STATE OF WISCONSIN
 CALUMET COUNTY
 I, John J. Dehaver, Notary Public, do hereby certify that the foregoing is a true and correct copy of the original as the same appears to me.

UTILITY EASEMENT PROVISIONS
 AN EASEMENT FOR ELECTRIC AND COMMUNICATIONS SERVICE IS HEREBY GRANTED BY NORTH SHORE ROAD PROPERTIES, LLC, GRANTEE, TO AMERICAS TELECOMMUNICATIONS CORPORATION, GRANTEEES. THE NUMBER, CLASS, CHARACTER, AND EXTENT OF THE EASEMENT SHALL BE AS SHOWN ON THE ATTACHED PLANS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE INSTALLATION, MAINTENANCE, AND REPAIR OF ALL UTILITY DEVICES AND EQUIPMENT. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITY DEVICES AND EQUIPMENT FROM DAMAGE AND LOSS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE REPAIR AND REPLACEMENT OF ALL UTILITY DEVICES AND EQUIPMENT THAT ARE DAMAGED OR LOST AS A RESULT OF THE GRANTEEES' NEGLIGENCE OR CARELESSNESS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE OBTAINING OF ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND UTILITIES. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE PAYMENT OF ALL COSTS AND FEES ASSOCIATED WITH THE OBTAINING OF PERMITS AND APPROVALS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITY DEVICES AND EQUIPMENT FROM DAMAGE AND LOSS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE REPAIR AND REPLACEMENT OF ALL UTILITY DEVICES AND EQUIPMENT THAT ARE DAMAGED OR LOST AS A RESULT OF THE GRANTEEES' NEGLIGENCE OR CARELESSNESS. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE OBTAINING OF ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND UTILITIES. THE GRANTEEES SHALL BE RESPONSIBLE FOR THE PAYMENT OF ALL COSTS AND FEES ASSOCIATED WITH THE OBTAINING OF PERMITS AND APPROVALS.

PLAT DEVELOPER'S CERTIFICATE
 I, John J. Dehaver, Notary Public, do hereby certify that the foregoing is a true and correct copy of the original as the same appears to me.

CITY COUNCIL RESOLUTION
 WHEREAS, the City Council of the City of Neenah has adopted a resolution authorizing the granting of the easement described herein; and
 WHEREAS, the City Council of the City of Neenah has adopted a resolution authorizing the recording of this instrument;
 I, John J. Dehaver, Notary Public, do hereby certify that the foregoing is a true and correct copy of the original as the same appears to me.

CONSENT OF GOVERNMENT AGENCIES
 I, John J. Dehaver, Notary Public, do hereby certify that the foregoing is a true and correct copy of the original as the same appears to me.

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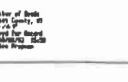
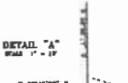
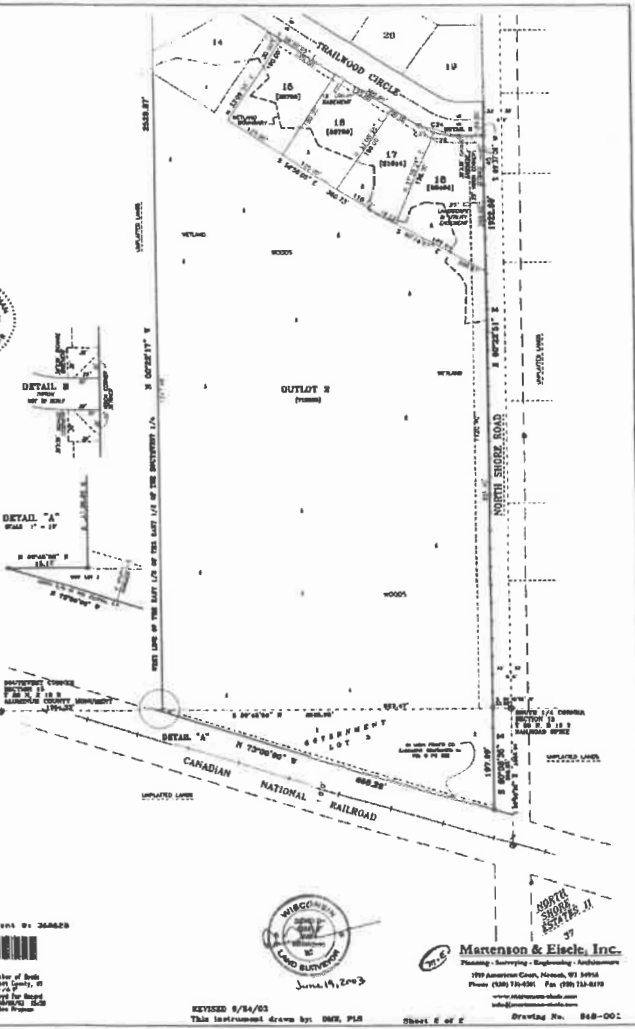
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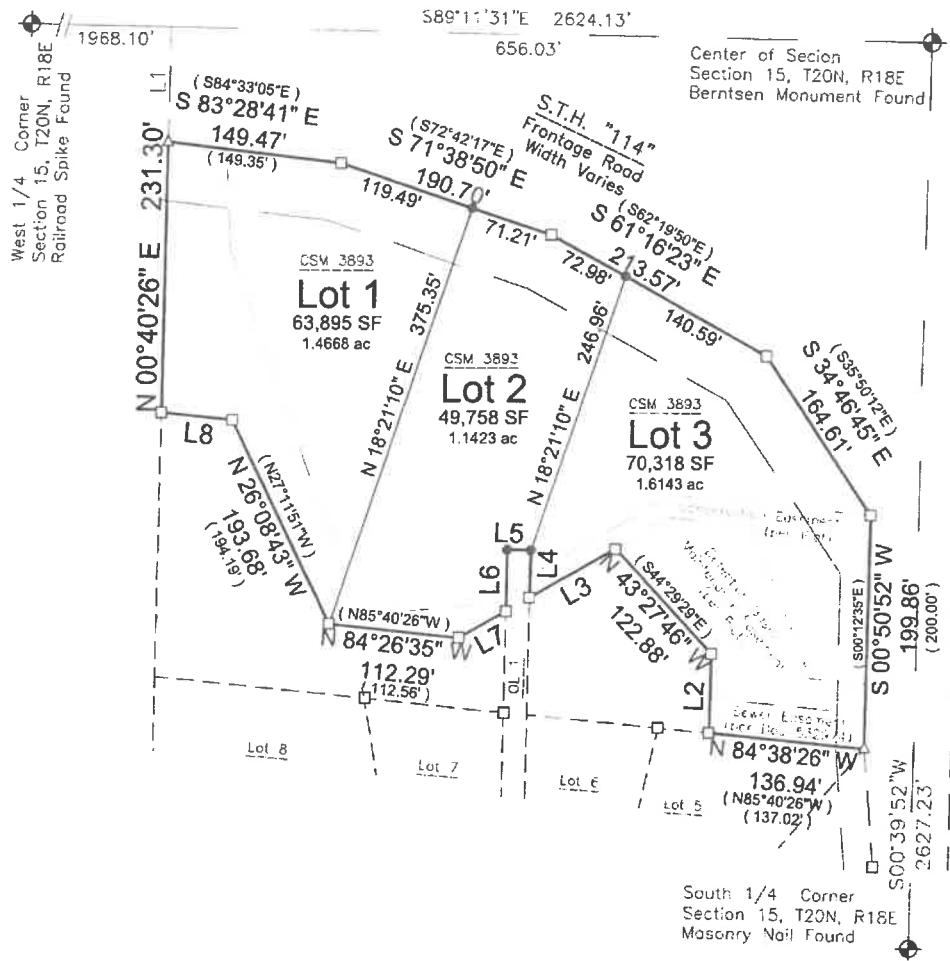
Mattenson & Eslick, Inc.
 Planning - Surveying - Engineering - Architecture
 170 American Court, Neenah, WI 54956
 Phone (920) 733-4301 Fax (920) 733-8170
 www.mattenson-eslick.com
 info@mattenson-eslick.com

Release of Easement Document

<i>Document Number</i>	RELEASE OF EASEMENT	RECEIVED AUG 25 2021 HARRISON PLANNING
<p>WHEREAS, on the 22nd day of October, 2003, North Shore Road Properties, LLC & Platt Development Corporation, recorded the Subdivision Plat of North Shore Woods, recorded in the Office of the Register of Deeds in and for Calumet County County, Wisconsin, on October 22, 2003 in Cabinet C, on Slide 146 inclusive, as Document No. 368628. Said Plat shows a Conservation Easement located on Lot 1 which the current land owner wishes to be released.</p> <p><u>Parcel Description</u> All of Lots 1, 2 and 3 of Certified Survey Map 3893, recorded as Document No. 554573, formally being part Lot 1 North Shore Woods located in the of the Northeast 1/4 of the Southwest 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.</p>		
		<small>Return to:</small> Davel Engineering & Environmental, Inc. 1164 Province Terrace Menasha, Wisconsin 54952
		<small>42188, 42___ and 42___ Parcel Identification Number(s)</small>
<p>The Village of Harrison, hereby releases all rights it has in regards to the Conservation Easement located on the above described property and shown on Exhibit A attached herein.</p>		
_____ Kevin M. Hietpas, Village President	_____ Date	
_____ Vicki Tessen, Village Clerk	_____ Date	
<small>This instrument drafted by: Davel Engineering & Environmental, Inc. Prepared by: James R. Sehloff Aug 25, 2021 - 10:17 AM u:\Projects\6253pre\dwg\Civil 3D\6253Release.dwg Printed by: j.m.</small>		<small>Sheet 1 of 2</small>

Exhibit A

All of Lots 1, 2 and 3 of Certified Survey Map 3893 formally being part Lot 1 North Shore Woods located in the Northeast 1/4 of the Southwest 1/4 of Section 15, Township 20 North, Range 18 East, Village of Harrison, Calumet County, Wisconsin.



DAVEL ENGINEERING & ENVIRONMENTAL, INC.
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952
Ph: 920-991-1866 Fax: 920-441-0804
www.davel.pro



Conservation Easement Area
Per Plat to be released

File: 6253Release.dwg
Date: 08/25/2021
Drafted By: Jim
Sheet: 2 of 2

Village of Harrison
September-21 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	6	83	\$ 2,555,799	\$ 35,589,249	4	66	\$ 1,595,000	\$ 22,410,118
Two Family (units)	0 (0)	2	\$ 0	\$ 1,200,000	0 (0)	0	\$ 0	\$ 0
Multi Family (units)	0 (0)	2	\$ 0	\$ 26,800,000	0 (0)	2	\$ 0	\$ 17,500,000
Additions	3	13	\$ 367,500	\$ 1,016,615	4	13	\$ 174,173	\$ 507,673
Acc. Structures	2	24	\$ 16,700	\$ 427,195	3	32	\$ 58,300	\$ 370,100
Miscellaneous	8	99	\$ 15,522	\$ 720,549	16	105	\$ 161,788	\$ 932,664
Total Residential	19	223	\$ 2,955,521	\$ 65,753,608	27	218	\$ 1,989,261	\$ 41,720,555
Com./Ind.								
New	0	1	\$ 0	\$ 550,000	0	1	\$ 0	\$ 350,000
Additions	0	1	\$ 0	\$ 1,825,000	0	1	\$ 0	\$ 16,000
Acc. Structures	0	0	\$ 0	\$ 0	0	0	\$ 0	\$ 0
Miscellaneous	1	7	\$ 35,000	\$ 118,500	0	5	\$ 0	\$ 508,450
Total Com./Ind.	1	9	\$ 35,000	\$ 2,493,500	0	7	\$ 0	\$ 874,450
Combined Total	20	232	\$ 2,990,521	\$ 68,247,108	27	225	\$ 1,989,261	\$ 42,595,005

Number of Vacant Lots Remaining 108