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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Preliminary Plat – Luniak Meadows 2

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**Issue:**

Should the Plan Commission recommend approval of the Preliminary Plat of the Luniak Meadows 2 subdivision to the Village Board?

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**Background and Additional Information:**

The applicant is proposing a 43-lot preliminary plat for a new subdivision called Luniak Meadows 2. The subdivision is located south of Schmidt Road, east of County Road N. The property is currently zoned General Agricultural [AG]. All roadways are proposed to be dedicated to the public at a width of 66-feet for the right-of-way. Lots are generally 16,000 square feet in area. Sewer and water will be extended through the subdivision. Stormwater management will be accommodated in a stormwater pond located in the Luniak Meadows (phase 1) subdivision. A temporary turnaround is proposed at the south end of Homestead Lane, which abuts the Village property to the south.

Lots 90 thru 99 are proposed to be two-family lots. Lot 110 is proposed to be a single-family condo type development. The applicant must still go through the rezoning process to rezone the property to Single-Family Residential (Suburban) [RS-1] for lots 68-89 & 100-110; Two-Family Residential [RT] for lots 90-99; and Planned Development Overlay [PDO] for lot 110. The Comprehensive Plan identifies this area as Single Family Residential (transitional). The single family residential transition category allows for single family developments with public sewer and water. If a two family component is added, the Comprehensive Plan Amendment process may have to occur to add two family residential to the future land use map. If the Plan Commission has any concerns about the zoning, it should be discussed at the meeting.

Staff would like to see a pedestrian trail connection to the west out to County N between Lots 109/110 or to Schmidt Road between Lots 108/109. Sanitary and water easements and lateral stubs should be provided for access to the home adjacent to Lots 109/110 (southeast corner of County N/Schmidt Road). If the house will be purchased and added to the lot, then sewer and water easements may not be needed.

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**Recommended Action:**

Staff recommends postponing action on the Preliminary Plat for Luniak Meadows 2 until the rezoning application is submitted. If approved, staff has the following conditions:

1. Wetland permits shall be obtained from the WI Dept of Natural Resources and submitted to the Village.

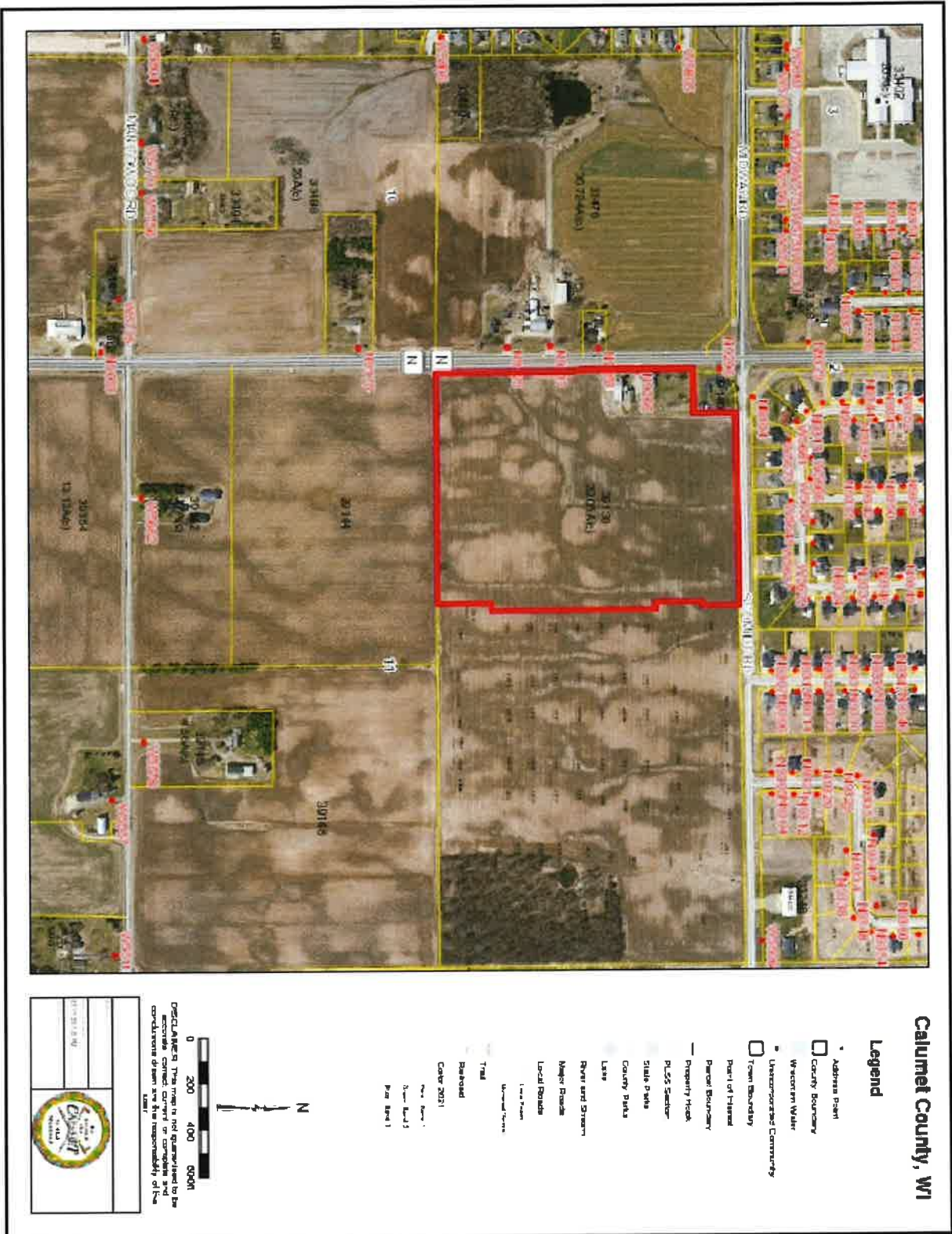
2. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.
3. All lots shall have a storm sewer lateral provided for sump pump discharge.
4. All storm sewer easements shall be 30-feet in width.
5. All comments from the Village engineer and staff shall be included in the Plan Commission discussion and decision.
6. A temporary turnaround shall be constructed at the south end of Homestead Lane, such temporary pavement width shall be approved by the Village so as to have sufficient width for public safety and public works vehicles.
7. A 20-foot outlot for pedestrian trail connection from Tony's Way/Homestead Lane to County N or Schmidt Road shall be provided. A 10-foot wide asphalt trail shall be provided to connect to the trail in the County N roundabout.
8. The development agreement shall include provision for a fee in lieu of parkland dedication, similar to phase 1.
9. A note shall be added to the plat indicating access control/no access to Schmidt Road for Lots 100-109 and access control to County N for Lot 110.
10. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
11. Final utility and street plans shall be reviewed and approved by the appropriate review authority prior to approval of the Final Plat and prior to utility and street construction.
12. Grading/Drainage Plan shall identify elevations of ground at the foundation.
13. Sidewalks and laterals shall be indicated on the infrastructure plans.
14. There shall be notes to be added to the face of the final plat in accordance with Section 115-12(d)(1)(f).
15. The final plat and final grading/drainage plans shall include benchmarks for all fire hydrants. Benchmarks shall refer to hydrant tag bolts.
16. Plans shall be sent to the appropriate utility entities for review (ie phone, cable, gas/electric, sewer/water).
17. All easements shall be labeled with correct ownership and shall provide all benefits needed to the easement holder, including but not limited to access, maintenance, or other authority.

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**Attachments:**

- Aerial Map
- Preliminary Plat

# Aerial Map





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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan – N. Coop Rd & Manitowoc Rd

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**Issue:**

The Plan Commission is asked to provide preliminary comments on a new subdivision proposal.

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**Background and Additional Information:**

The Plan Commission discussed this item at the November 22, 2022 meeting. During the discussion the following points were raised:

- There was some concern between the school traffic and subdivision traffic. This was addressed by trying to eliminate roadway connection to N. Coop Road and keeping the next intersection onto Manitowoc Road as far away as possible from N. Coop Rd. This will also greater stacking distances and should make it easier for subdivision traffic to enter/exit the subdivision.
- There was a suggestion to create a driveway out to Manitowoc Road from the school parking lot. Staff met with the Kimberly School District about this idea. The bus and drop-off pattern does not utilize the parking lot on Manitowoc Road. That parking lot is only for teachers/staff. Adding another driveway for this parking lot will not change the drop-off and traffic issues.
- There was also a suggestion to eliminate the roadway connection from the subdivision to N. Coop Road, meaning that there would only be one access point onto Manitowoc Road (as shown on concept dated Dec 6, 2022).
- There was a suggestion to add a pedestrian trail along the south side of Manitowoc Road ROW (as shown on concept dated Dec 6, 2022).
- There was a suggestion to add a roadway to the east between Lots 64/65 (as shown between Lot 63/64 on concept dated Dec 6, 2022).
- There was a suggestion to add pedestrian access from the subdivision to the school property (as shown as Outlot 1 on the concept dated Dec 6, 2022).

One possible issue that the concept plan received on Dec 6, 2022 creates is a long dead-end street. The only access to/from the subdivision is an intersection with Manitowoc Road on the eastern end of the subdivision. The cul de sac is a dead end street that is approximately 2,000-feet long. The ordinance allows dead-end streets less than 1,000-feet. A variance will be needed in order to construct as proposed. Staff suggests that the application explore a second crossing of the stream/wetlands on the southern portion of the property. There may be some limitations to this as there are additional wetlands that would have to be disturbed and possible additional permitting for a bridge if the stream is a navigable stream.

Staff suggests that the application schedule a meeting with staff and Harrison Utilities engineers to discuss sewer and water routing to the subdivision. Staff also suggests that Outlot 2 & Outlot 3 provide a 20-foot access to the street.

Kimberly Area School was able to review the revised Dec 6, 2022 concept plan and do not have major changes. Kimberly Schools like the disconnected vehicle traffic, they like the pedestrian trail Outlot 1, and they like the pedestrian trail along Manitowoc Road.

Information from the November 2022 meeting:

The applicant is proposing a new 66-lot subdivision at the southeast corner of Manitowoc Road and N. Coop Road (east of Woodland School). The property was zoned to Single-Family Residential (Suburban) [RS-1] and Planned Development Overlay [PDO] in November 2020. The reason the PDO zoning was approved was due to the concept plan at the time was for a condominium type of development. The current proposal is for a typical subdivision proposal. The PDO zoning will have no affect on a typical subdivision.

The proposal is for 66-lots with an average lot size of 19,100-square feet. Access is proposed by extending N. Coop Road into the area and Hedgerow Drive on the eastern portion of the property. A cul-de-sac is proposed on the western portion of the property due to the wetland areas running through the property and probable wetland areas on the adjacent wooded property to the south. Sanitary sewer and water will be provided by Harrison Utilities. Sanitary and water are currently a ¼-mile away on Woodland Road to the south.

Items to discuss:

1. Sanitary sewer and water extensions. Currently the extents of sanitary sewer and water mains are on Woodland Road, approximately ¼-mile to the south. Consult with Harrison Utilities engineers for extensions. (staff would like to see sewer & water extended along the future Noe Road corridor)
2. A trail along Manitowoc Road should be considered along the extents of the subdivision.
3. A safe pedestrian connection from the subdivision to Woodland School should be provided. Input from the Kimberly Area School District should be sought.
4. Street connection between lot 64/65 should be provided for additional access to the east.
5. Buildable areas for lots 5-7 should be reviewed due to wetland/navigable waterway.
6. Consideration of parkland dedication versus fee in lieu of parkland should be discussed.

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**Recommended Action:**

Discussion item. The applicant wishes to hear preliminary comments on the proposed subdivision.

Staff feels that the applicant attempted to incorporate previous comments on the revised concept plan dated Dec 6, 2022.

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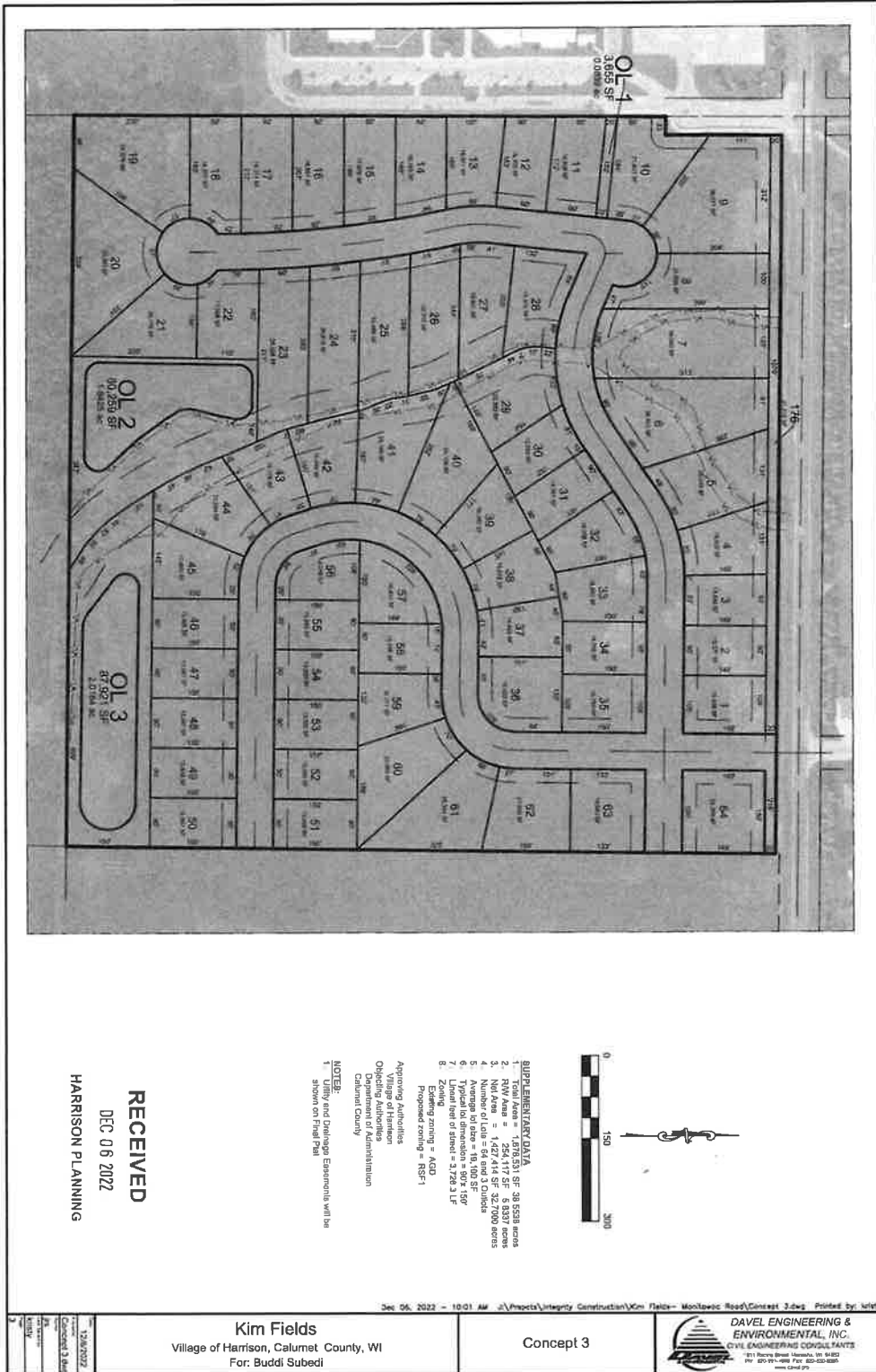
**Attachments:**

- Aerial Map
- Concept Plan
  - Original
  - Revised (received Dec 6, 2022)

# Aerial Map



Concept Plan (received Dec 6, 2022)



**SUPPLEMENTARY DATA**

1. Total Area = 1,978,531 SF - 38,5528 acres
2. R/W Area = 2,254,117 SF - 5,8537 acres
3. Lot Area = 1,424,444 SF - 3,2442 acres
4. Number of Lots = 64 and 3 Courts
5. Average lot size = 18,106 SF
6. Typical lot dimensions = 300' x 100'
7. Typical lot area = 30,000 SF
8. Zoning

Existing zoning = AGD  
Proposed zoning = NS-1

**Approving Authorities**

Village of Harrison  
Department of Administration  
Calumet County

**NOTES:**

1. Utility and Drainage Elements will be shown on Final Plan

**RECEIVED**  
DEC 06 2022  
HARRISON PLANNING

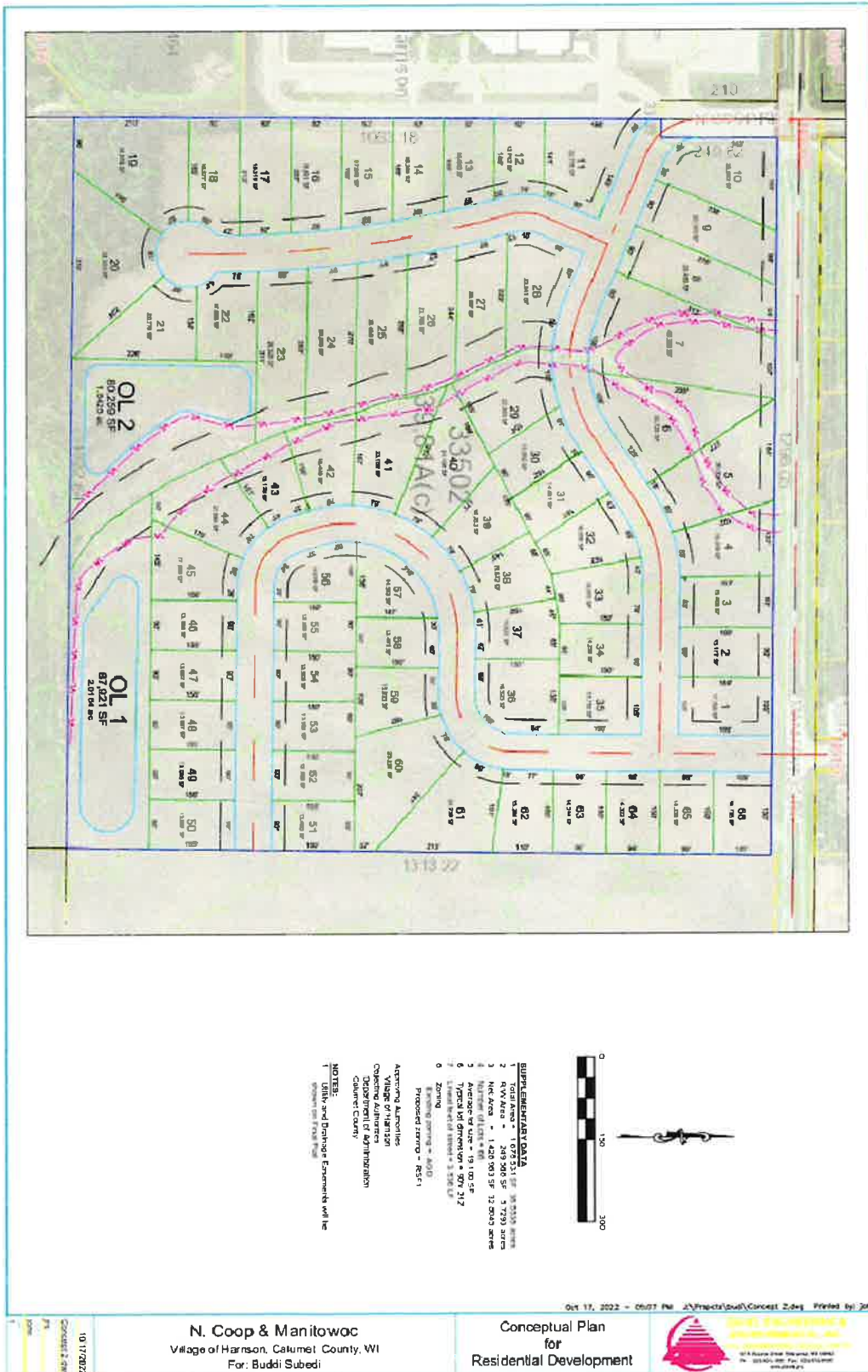
**Kim Fields**  
Village of Harrison, Calumet County, WI  
For: Buddi Subedi

Concept 3





# Concept Plan (Original)



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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan – McKinley Paper Landfill Parking Lot & Building

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**Issue:**

The Plan Commission is asked to provide preliminary comments on a building and parking lot expansion for McKinley Papers landfill.

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**Background and Additional Information:**

The applicant is proposing a building and parking lot as part of the landfill operations for McKinley Papers (formerly the Appleton Papers landfill). The site is located at W4385 Hwy 10. The Village has a yard waste site on the southwest corner of the landfill site. The property is currently zoned General Agricultural [AG]. Landfills are a conditional use in the AG zoning district.

The applicant wishes to use a portion of the landfill site for a building and parking lot. The proposed building will be 100' x 200' with two loading docks and one overhead door. The proposed parking area will be 170' x 504' for 84 semi trailers. The parking area is proposed to be gravel. The parking lot and building are proposed to be enclosed in a chain link fence. Additional gravel around the building is proposed as well.

If the building and parking lot are to be used as part of the landfill operations, then a Conditional Use Permit will be required. If the building and parking lot are to be used as part of the McKinley Paper operations, then it would be considered a "Truck and Transit Terminal" which is only allowed in the Industrial & Manufacturing (IM) zoning district.

Items to discuss:

1. How will the building and parking lot be used?
2. How will the parking area be screened?
3. If the building and parking lot are to be used for McKinley Paper operations, will the Plan Commission support a Comprehensive Plan Amendment and Zoning Map Amendment to change the land use and zoning to industrial?

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**Recommended Action:**

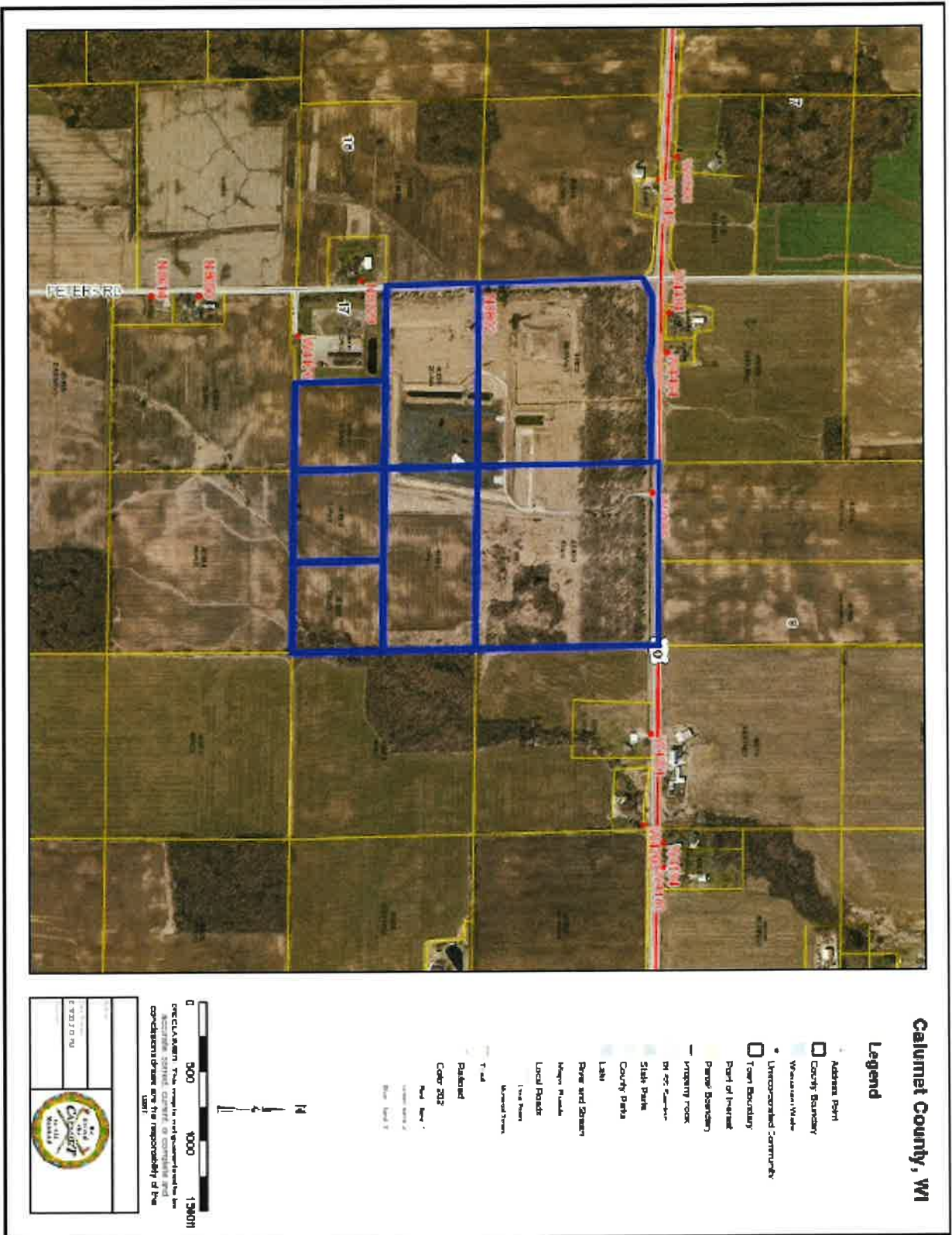
Discussion item. The applicant wishes to hear preliminary comments on the proposed plan.

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**Attachments:**

- Aerial Map
- Concept Plan

# Aerial Map





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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manger

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan for Pigeon Road Storage – Pigeon Rd

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**Issue:**

The Plan Commission is asked to provide preliminary comments on a new mini-warehousing development.

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**Background and Additional Information:**

The developer is proposing “a self storage facility operated under the State Storage Group which currently has (4) other locations in the Fox valley area. This specific location seeks to serve area residents and businesses with approx. 80,000sqft of indoor non-heated individual storage units and (60) non-covered parking spaces located within the interior of the property. Parking spaces are planned to serve the demand of nearby residents needing a clean, secure location to park their RV’s, campers, and boats. The buildings will be constructed and orientated to ensure the outdoor parking is placed between the buildings in a courtyard-style arrangement and not visible to neighboring residences (existing and planned) or to Pigeon Road. The site itself will consist of above average steel over frame buildings with a focus on a more improved aesthetic than existing storage units located in the area. Additionally, this site offers mature tree lines to help further improve the aesthetics of the development. The site will also provide a secure area by virtue of access-controlled gates, CCTV monitoring, and unobtrusive site lighting. The site will also be fully paved with asphalt to further enhance the image of the facility, and to eliminate dust issues to adjoining properties. The facility will be managed electronically, providing customers with a contact-less rental experience. Electronic security, CCTV, and access control systems will ensure 24/7 monitoring of the property when management and maintenance staff are not present.”

The proposed site is currently zoned General Agricultural [AG] and mini-warehousing is a conditional use in the AG zoning district. The Developer has ideas for commercial and residential development to the north along Hwy 114 and to the west between Hwy 114 and the railroad tracks.

**Items to consider:**

1. There is a self storage/mini-warehousing development adjacent to the property on the south side of the railroad tracks. This development has completed phase 1 of the project.
2. If sewer and water is extended to the area along Hwy 114, lands for mini-warehousing will take away from developments that could use sewer and water.
3. On-site stormwater management must be accounted for.

4. Aesthetics along Pigeon Road, which is one of the main roadways leading to High Cliff State Park and is also identified to include a pedestrian trail from the Fox Cities to High Cliff. These units may be highly visible to pedestrians and vehicles.

Prior to submitting a formal Conditional Use Permit (CUP) application for a new mini-warehousing development, the Developer is seeking input from the Plan Commission regarding the proposed development.

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**Recommended Action:**

Discussion item. The applicant wishes to hear preliminary comments on the proposed expansion.

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**Attachments:**

- Aerial Map
- Concept Plan
- Narrative from Developer

# Aerial Map



Concept Plan





## Developer Narrative

### State Storage Group – Harrison

#### Legal description:

Will include all of parcel with tax ID 40154 and (1) acre of the Southeast corner of the parcel with the tax ID of 40146. Final boundaries will be subject to Certified Survey Map so that property will consist of 10 acres of contiguous property.

Legal description for parcel 40154: The North Ten and Eighty-three Hundredths acres of the East Half of the Northeast Quarter of the Southwest Quarter (E 1/2 of NE 1/4 of SW 1/4), Section Twenty-four (24), Township Twenty (20) North, Range Eighteen (18) East, Town of Harrison, Calumet County, Wisconsin.

EXCEPTING the following parcels thereof:

Commencing at the Southeast Corner of the North 10.83 acres of the East Half of the NE 1/4 of the SW 1/4, of Section 24, Town and Range aforesaid; thence running North Sixteen (16) rods, thence West about Sixteen (16) rods, to the East Line of the Creek; thence running in a Southeasterly direction along the East line of said Creek to the North right of way line of the Chicago, Milwaukee, and Saint Paul Railway Company, thence through running in an Easterly direction along the North right of way line of said Railroad about Ten (10) rods to the point of beginning, containing One (1) acre of land, more or less

ALSO EXCEPTING: Commencing at the Southeast Corner of the North 10.83 acres of the East Half of the Northeast Quarter of the Southwest Quarter, Section Twenty-four (24), Town and Range aforesaid, thence running North Sixteen (16) rods, this to be the real point of beginning, thence North Eleven and One Half (11 1/2) rods, thence West about Thirteen and One Half (13 1/2) rods to the East line of the Creek, thence running in the Southerly direction along the East line of the Creek Eleven and One Half (11 1/2) rods to the North of the land Peter Daczyk; thence running East along the North line of the Peter Daczyk property about Thirteen and One Half (13 1/2) rods to the point of beginning, containing One (1) acre of land, more or less.

#### Description of Proposed Use of Property:

The property will be used as a self storage facility operated under the State Storage Group which currently has (4) other locations in the Fox valley area. This specific location seeks to serve area residents and businesses with approx.. 80,000sqft of indoor non-heated individual storage units and (60) non-covered parking spaces located within the interior of the property. Parking spaces



are planned to serve the demand of nearby residents needing a clean, secure location to park their RV's, campers, and boats. The buildings will be constructed and orientated to ensure the outdoor parking is placed between the buildings in a courtyard-style arrangement and not visible to neighboring residences (existing and planned) or to Pigeon Road. The site itself will consist of above average steel over frame buildings with a focus on a more improved aesthetic than existing storage units located in the area. Additionally, this site offers mature tree lines to help further improve the aesthetics of the development. The site will also provide a secure area by virtue of access-controlled gates, CCTV monitoring, and unobtrusive site lighting. The site will also be fully paved with asphalt to further enhance the image of the facility, and to eliminate dust issues to adjoining properties.

The facility will be managed electronically, providing customers with a contact-less rental experience. Electronic security, CCTV, and access control systems will ensure 24/7 monitoring of the property when management and maintenance staff are not present.

**Land use and zoning of adjacent properties:**

The property is bordered on all sides by General Agriculturally zoned property with the exception of two (1) acre parcels located on the East property line of the site. The first parcel (northern most) is owned and operated by the Valley Racing Pigeon Club and is zoned for Rural Residential. The property consists of a single structure used for club activities. The second (1) acre parcel (southern most, bordering the railroad tracks) is owned by Austin and Jamie Smith. This property is also zoned Rural Residential. This property consists of a storage shed and outdoor storage of a privately owned recreational vehicle. Directly across from the site is a General Agriculture property consisting of a single family home and several storage buildings. Immediately south of that is another General Agriculture zoned property consisting of a single family home and a commercial building and vehicle parking housing a construction company of the property owner, Finding Time Contracting.

**Location of Utilities:**

At present the property has access to single phase electrical service located on the West side of Pigeon Road (same side as project site). No other utilities to include broadband internet, storm water, sanitary sewer, water, or natural gas is present at the property boundary.

**Drainage & Stormwater:**

To be completed with survey and in accordance with storm water retention and drainage requirements. At present the property is bordered on the East side by a drainage ditch previously installed by the prior property owner to address runoff from State Highway 114 that was needed to ensure the fields were dry enough to continue farming. That flows South towards the rail tracks. The property also pitches towards the South.

**Trash Collection:**

Trash collection is not provided onsite. It is the responsibility of tenants to remove any refuse from the property (monitored by management and maintenance staff) to ensure a clean facility.

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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan – Sherwood Storage Expansion – W4746 Hwy 114 & 55

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**Issue:**

The Plan Commission is asked to provide preliminary comments on an expansion of an existing mini-warehousing development.

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**Background and Additional Information:**

The applicant wishes to expand the existing mini-warehousing development at W4746 Hwy 114 & 55, called Sherwood Storage. The development consists of 3 buildings and a stormwater pond on approximately 3.5-acres along Hwy 114&55. The property is currently zoned Neighborhood Commercial [CN] and is surrounded on three sides by the Village of Sherwood.

The applicant wishes to expand Building A (nearest the highway) by approximately 4,464-sq ft and construct a new 4,752-sq ft building called Building D (eastern part of property). The applicant has stated that he would like to give the property a “face-lift” with the building expansion. Staff understands this to mean that improvements to the site paving and possible building materials may occur.

The property is currently zoned Neighborhood Commercial [CN] and identified as commercial in the Comprehensive Plan. Mini-warehousing/storage is not an allowable use so it is currently considered a legal, non-conforming use. Non-conforming uses are not allowed to be expanded. Staff informed the applicant that they have the option to request an amendment of the Comprehensive Plan to identify this property as Agricultural or Manufacturing. Then a zoning change to AG or IM could follow to allow the use of the property as storage. If rezoned then a Conditional Use Permit will be needed. Staff feels that there are 2 options to obtain the zoning:

1. Keep the Comprehensive Plan as Commercial for the property as the property will continue to be utilized as commercial and rezone the property to General Agricultural [AG]. Mini-warehousing is a conditional use in the AG zoning district.
2. Amend the Comprehensive Plan to Industrial and rezone the property to Industrial and Manufacturing [IM]. Mini-warehousing is a conditional use in the IM zoning district.

**Items to discuss:**

1. What improvements, other than Building A expansion and new Building D construction, will occur on the site?
2. Is the Plan Commission willing to change the zoning of the property to allow for expansion?
3. Is Agricultural zoning or Industrial/Manufacturing zoning better suited for this property?

The applicant desires to know how the Plan Commission feels about the development expansion and changes to the zoning prior to submitting a formal application.

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**Recommended Action:**

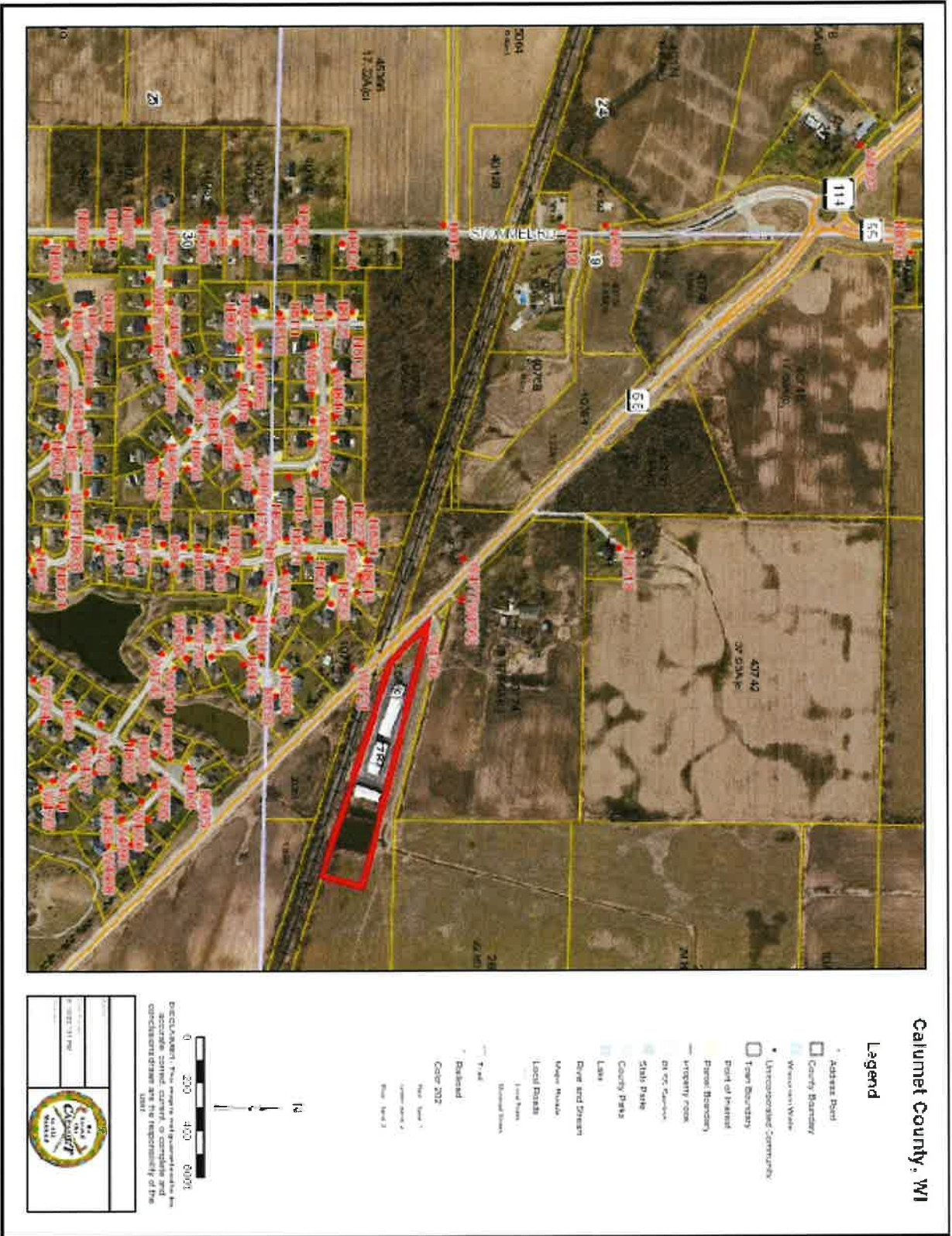
Discussion item. The applicant wishes to hear preliminary comments on the proposed expansion.

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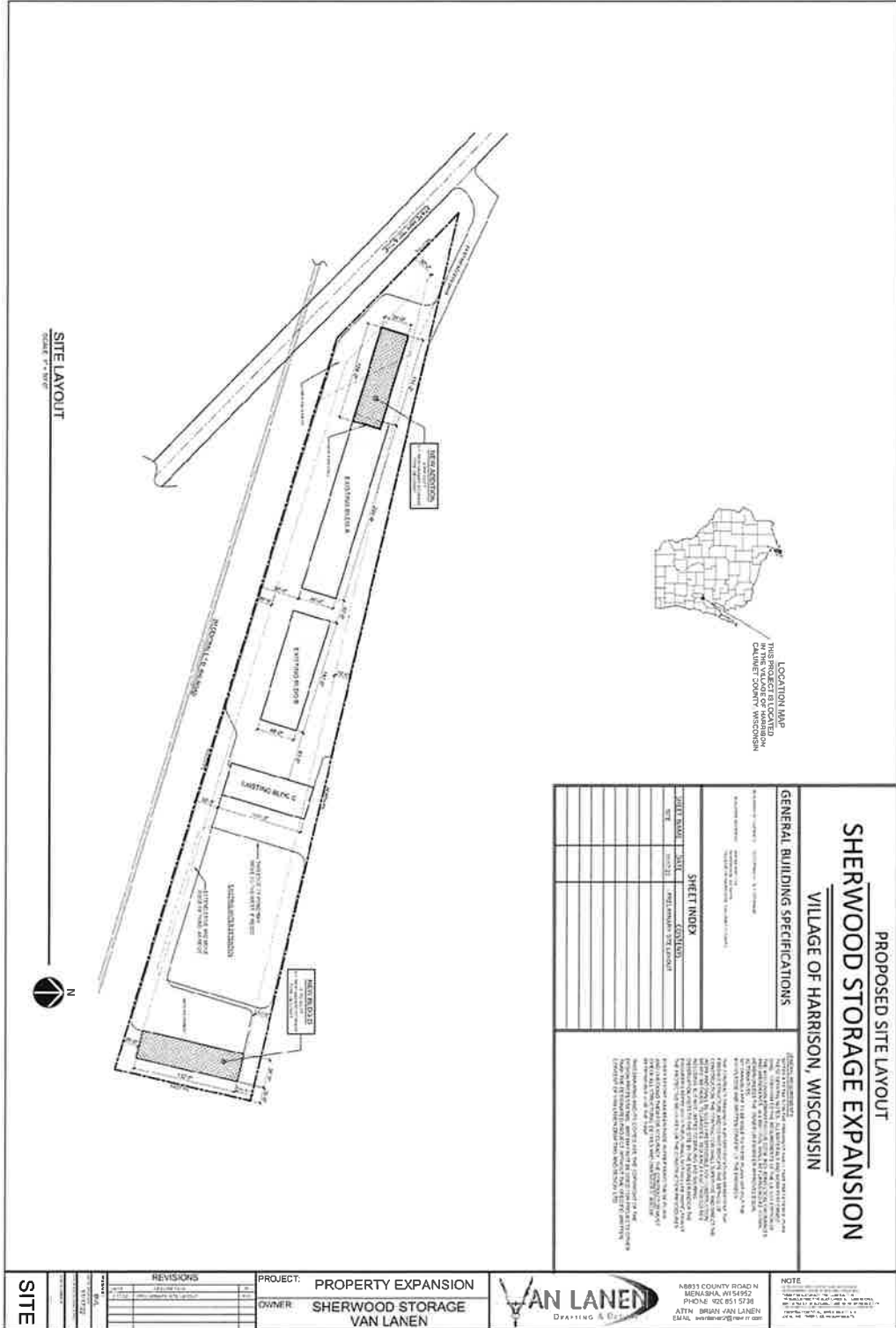
**Attachments:**

- Aerial Map
- Concept Plan

Aerial Map



# Concept Plan



SITE LAYOUT  
 SCALE: 1" = 100'



SITE

**REVISIONS**

NO.	DATE	DESCRIPTION
1	08/15/2011	ISSUED FOR PERMIT

**PROJECT:** PROPERTY EXPANSION  
**OWNER:** SHERWOOD STORAGE  
 VAN LANEN



4803 COUNTY ROAD N  
 MENA, WI 54952  
 PHONE: 920.651.5578  
 FAX: 920.651.5579  
 WWW.VANLANEN.COM  
 EMAIL: info@vanlanen.com

**NOTE**

1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.

2. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE AS SHOWN ON THE DRAWINGS AND SHALL BE APPROVED BY THE ARCHITECT.

3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AUTHORITIES.

4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.

5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.

6. THE CONTRACTOR SHALL MAINTAIN A SAFE WORKING ENVIRONMENT AT ALL TIMES.

7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE.

8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY LICENSES AND CERTIFICATIONS.

9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

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18. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY REFERENCES.

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**PLAN COMMISSION MEETING****VILLAGE OF HARRISON****From:**

Mark J. Mommaerts, AICP, Assistant Village Manger

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan for North Shore Wood Condos

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**Issue:**

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

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**Background and Additional Information:**

The Developer submitted a revised concept plan for a single-family condominium development on Old Highway Road. The site is currently identified as 3 separate parcels, zoned RS-1. The total site area is approximately 4-acres. The initial concept plan from April 2022 called for 12-units. The revised proposed concept plan calls for 10-units.

The Village agreed to release a Conservation Easement on the property, however, a Detention Basin Maintenance Easement is still on the property. The easement is identified on the revised concept plan dated Jan 6, 2023.

Concerns from the April 2022 meeting included:

1. That there were too many buildings for a small site.
2. That the density is a little high (probably meaning that the buildings are close together).
3. That additional berms or plantings should be provided for screening between the subdivision and this development, and potential from the highway.

**Information from the April 19, 2022 meeting:**

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

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

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

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**Recommended Action:**

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

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**Attachments:**

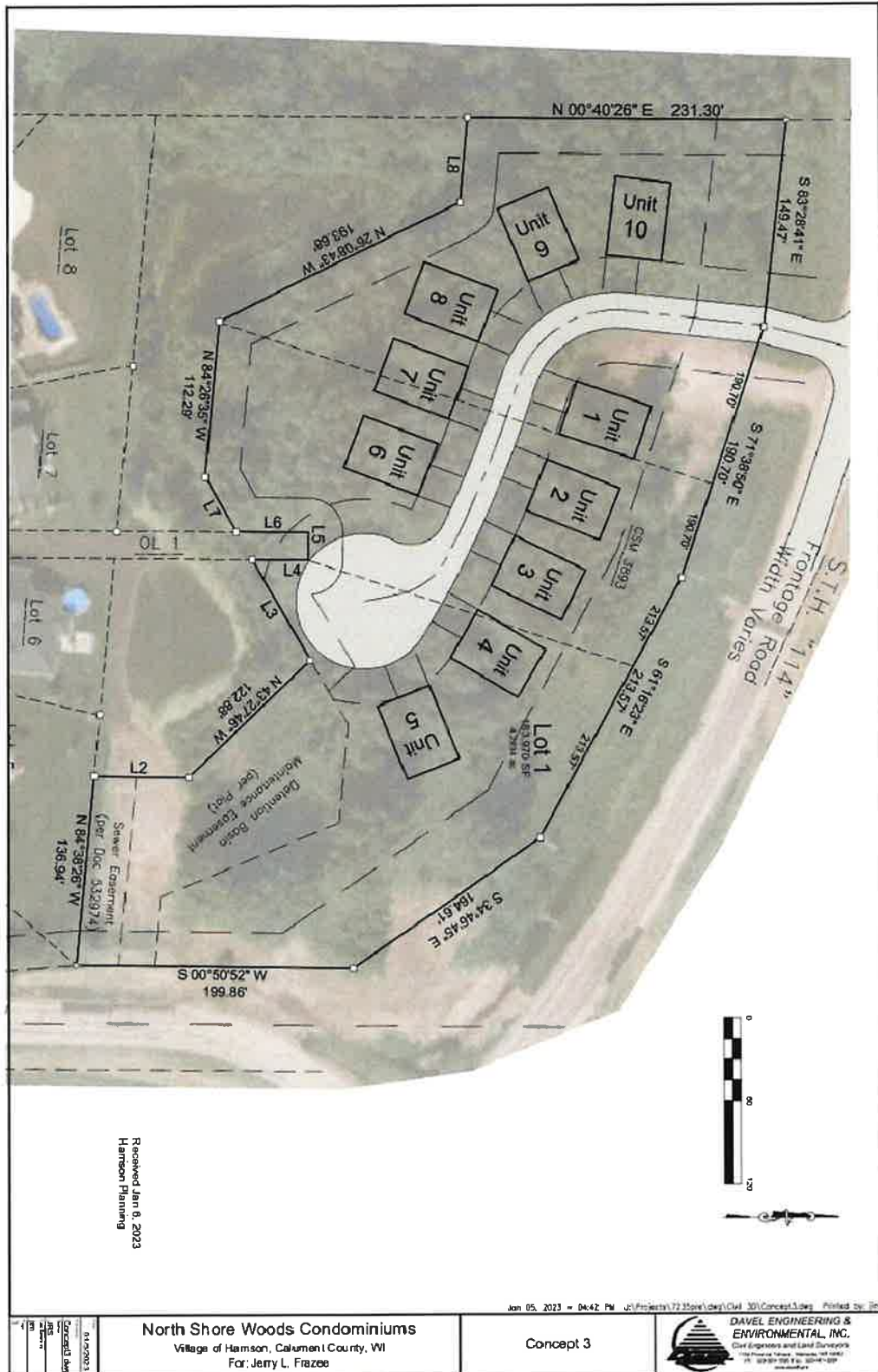
- Aerial Map
- Concept Plan
  - Revised Jan 6, 2023
  - Original April 2022



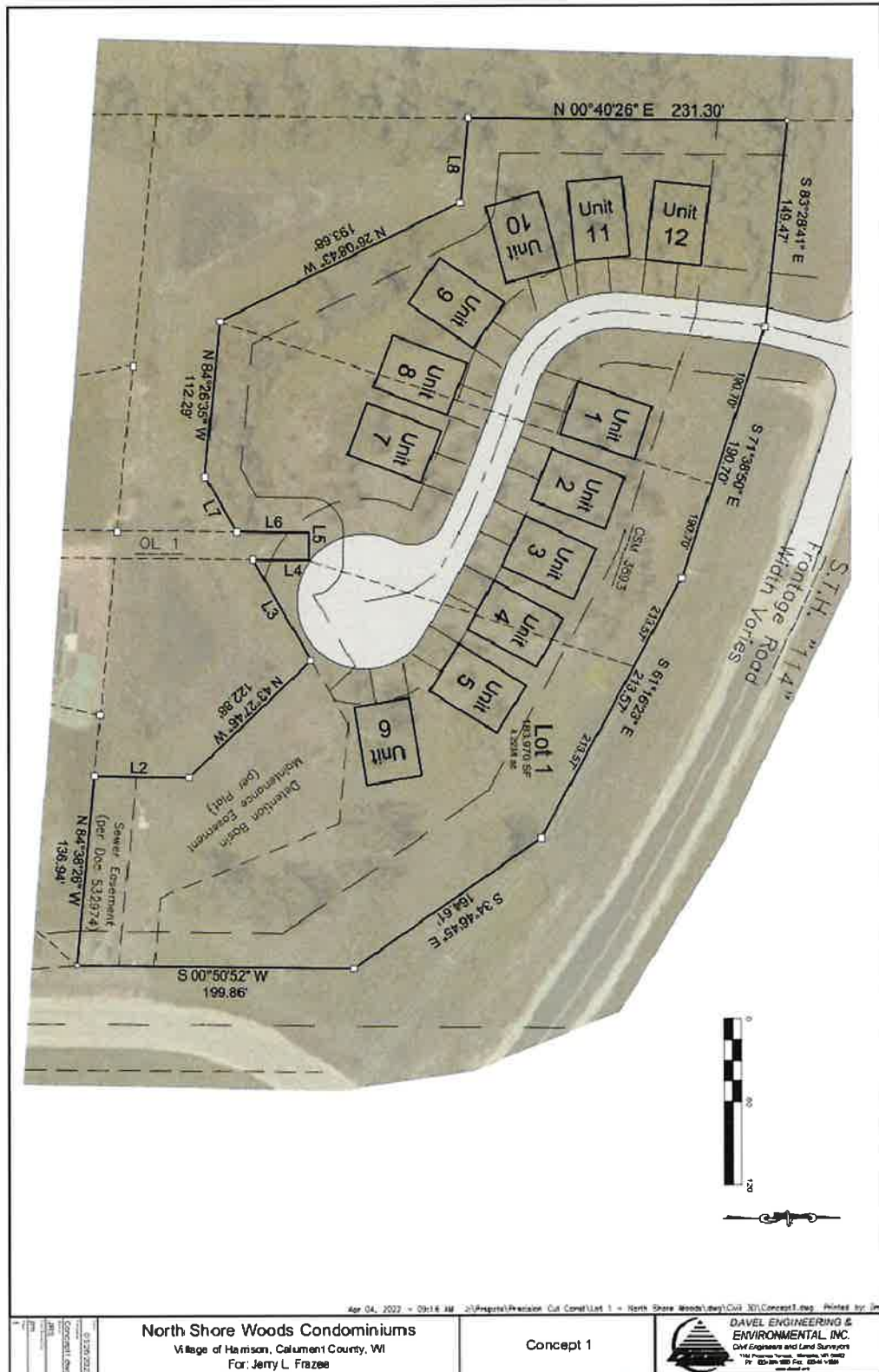
# Aerial Map



Concept Plan (revised January 6, 2023)



Concept Plan (original April 2022)



Apr 04, 2022 - 09:14 AM C:\Projects\Precision Cut\Concept 1 - North Shore Woods\Library\Civil\301\Concept1.dwg Printed by: Jim

<p>03/24/2022 Concept 1.dwg JL</p>	<p><b>North Shore Woods Condominiums</b> Village of Hamson, Calumet County, WI For: Jerry L. Frazee</p>	<p>Concept 1</p>	 <p><b>DAVEL ENGINEERING &amp; ENVIRONMENTAL INC.</b> Civil Engineers and Land Surveyors 1141 Franklin Avenue, Wausau, WI 54980 P: 715-836-8800 Fax: 715-836-1588 www.davel.com</p>
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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Conditional Use Permit Modification – W4920 Highline Road

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**Issue:**

The Plan Commission is asked to provide preliminary comments on an expansion of business hours at a site covered under a Conditional Use Permit.

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**Background and Additional Information:**

In September 2019, the Village approved a Conditional Use Permit (CUP) for a multi-building, multi-tenant commercial development at W4954 Highline Road. As part of the CUP, the Village approved 14 conditions, one of which was to restrict the hours of operation for any business within the development to 7:00am-7:00pm Monday through Friday and 7:00am-3:00pm on Saturdays.

The applicant wishes to start a new business selling brand new scratch and dent appliances (refrigerators, washers, dryers, etc.). The applicant wishes to lease 6,000-sq ft in a building covered under the September 2019 CUP. The applicant wishes to operate on the weekends with the following hours: Fridays & Saturdays 10:00am-6:00pm and Sundays 11:00am-5:00pm.

The Plan Commission was granted authority under the September 2019 CUP to approve alternate hours than those listed in the CUP, see condition #7. The applicant desires to know how the Plan Commission feels about the expansion of hours. The request is for 3 additional hours on Saturday evenings and 6 hours on Sundays.

Items to discuss:

1. Will the expanded hours negatively affect the surrounding properties?
2. Will the expanded hours cause more businesses in the development to request expanded hours?
3. Does the request for expanded hours help the Village meet the objectives of the Comprehensive Plan to attract businesses and diversify the local economic base?

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**Conditional Use Permit**

The following conditions were approved by the Village Board on September 24, 2019:

1. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of a zoning permit.

2. Building materials and design shall be as required in the applicable zoning district as part of the Zoning Ordinance. Deviations from the approved elevations shall require review and approval by the Plan Commission.
3. No outside storage, including but not limited to materials, equipment, or products, shall be allowed for any business within the development.
4. A planting landscape buffer, or berm, shall be provided to screen the development from adjacent properties.
5. All mechanical equipment (ground or roof-mounted) shall be screened from view from a public road.
6. Access to the development shall be from Highline Road. The existing driveway should be combined with the proposed access or abandoned once the proposed access is built.
7. The hours of operation for any business within the development shall be limited to 7:00am to 7:00pm Monday through Friday and 7:00am and 3:00pm on Saturdays. The Plan Commission may approve alternate hours upon request from the business.
8. Only those uses permitted in the applicable zoning district shall be allowed within the development.
9. A Zoning Certificate of Occupancy shall be required for initial occupancy of a unit or a change of occupancy for each unit to ensure compliance with the zoning ordinance.
10. Light manufacturing uses may be allowed after a map amendment (rezoning) to an appropriate zoning district has been approved.
11. All exterior lighting shall be direct cut-off fixtures.
12. All buildings and all units shall connect to public sewer & water within one year of public sewer & water being available to the site. Connections shall be in accordance with Darboy Sanitary District standards.
13. All applicable local, County, and State rules, regulations, and ordinances shall be met.
14. That sewer & water easement be extended through the property to benefit the Darboy Sanitary District and Village of Harrison.

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**Recommended Action:**

Discussion item. The applicant wishes to hear preliminary comments on the proposed expansion.

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**Attachments:**

- Aerial Map



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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan – Village Owned Property on County N

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**Issue:**

The Plan Commission is asked to provide preliminary comments on the potential layout of Village Owned Property on County N.

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**Background and Additional Information:**

The Village owns approximately 40-acres on the northeast corner of County N/Manitowoc Road. This area was recently placed in Tax Incremental Financing District #5 (TID #5). The area is intended to be used commercially. The property is currently identified in the Comprehensive Plan as Commercial. The zoning is currently General Agricultural [AG] but could be rezoned by the Village at anytime to a commercial zoning district.

Sewer and water is adjacent to the property at the northeast corner. Sewer and water may also be available closer towards County N as part of the Luniak Meadows 2 subdivision plat. Access to the property can be obtained from Manitowoc Road and a new roadway access to County N is likely to get approved by the County. Stormwater management would have to be handled on site. Since there is a ridge through the property there is likely to be 2 ponds, one to the north and one on the south.

A concept plan was developed to determine how the property could be developed and split. The concept plan includes extending Touchdown Drive from the north (Luniak Meadows subdivision) to Manitowoc Road. Touchdown Drive is located along the east side of the property. The concept plan also creates a new east/west road from County N to Touchdown Drive. An internal loop road will allow for the property to be further split and developed with a roadway connection to the north into the proposed Luniak Meadows 2 subdivision. Sanitary sewer and water will follow the roadway layouts.

Staff is asking for input/comment on the proposed concept plan to present to the Village Board.

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**Recommended Action:**

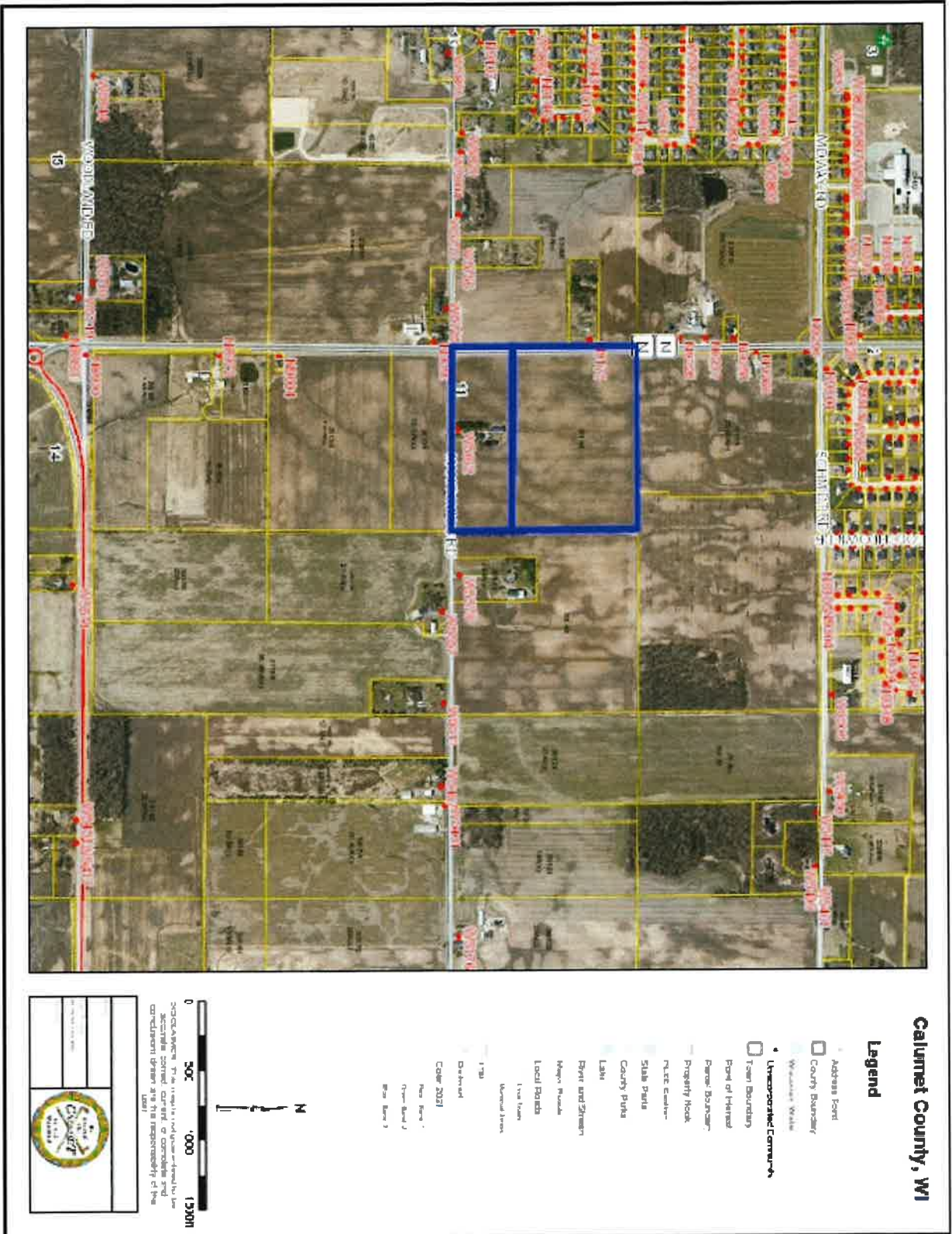
Discussion item. Staff wishes to present a concept for the Village Board to review.

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**Attachments:**

- Aerial Map
- Concept Plan (proposed roadways are identified in red)

# Aerial Map







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**PLAN COMMISSION MEETING**

**VILLAGE OF HARRISON**

**From:**

Mark J. Mommaerts, AICP, Assistant Village Manager

**Meeting Date:**

January 24, 2023

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**Title:**

Concept Plan – Village Owned Property on Hwy 55

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**Issue:**

The Plan Commission is asked to provide preliminary comments on the potential layout of Village Owned Property on Hwy 55.

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**Background and Additional Information:**

The Village owns 20-acres along Hwy 55 at County KK. This area was intended to be used as part of the Kaukauna Youth Baseball development. The property is currently identified in the Comprehensive Plan as Commercial. The zoning is currently Business Park [BP] which allows for commercial and light industrial uses. The property could be rezoned by the Village at anytime to any commercial zoning district.

Sewer and water is not directly adjacent to the site, it would have to be extended approximately 1,800-feet from Friendship Road. Access to the property can be obtained from a new roadway access to Hwy 55. The ROW has already been dedicated for the new roadway. This intersection has been designed but would need to go through State approval to get the State access permit. It is expected that an access permit can be obtained. Stormwater management would have to be handled on site. There is an existing pond on site, as part of the baseball development, that could be modified to suit commercial development.

A concept plan was developed to determine how the property could be developed and split. The concept plan includes creating a new road from Hwy 55 to the property. An internal road will allow for the property to be further split and developed. Sanitary sewer and water will follow the roadway layouts.

Staff is asking for input/comment on the proposed concept plan to present to the Village Board.

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**Recommended Action:**

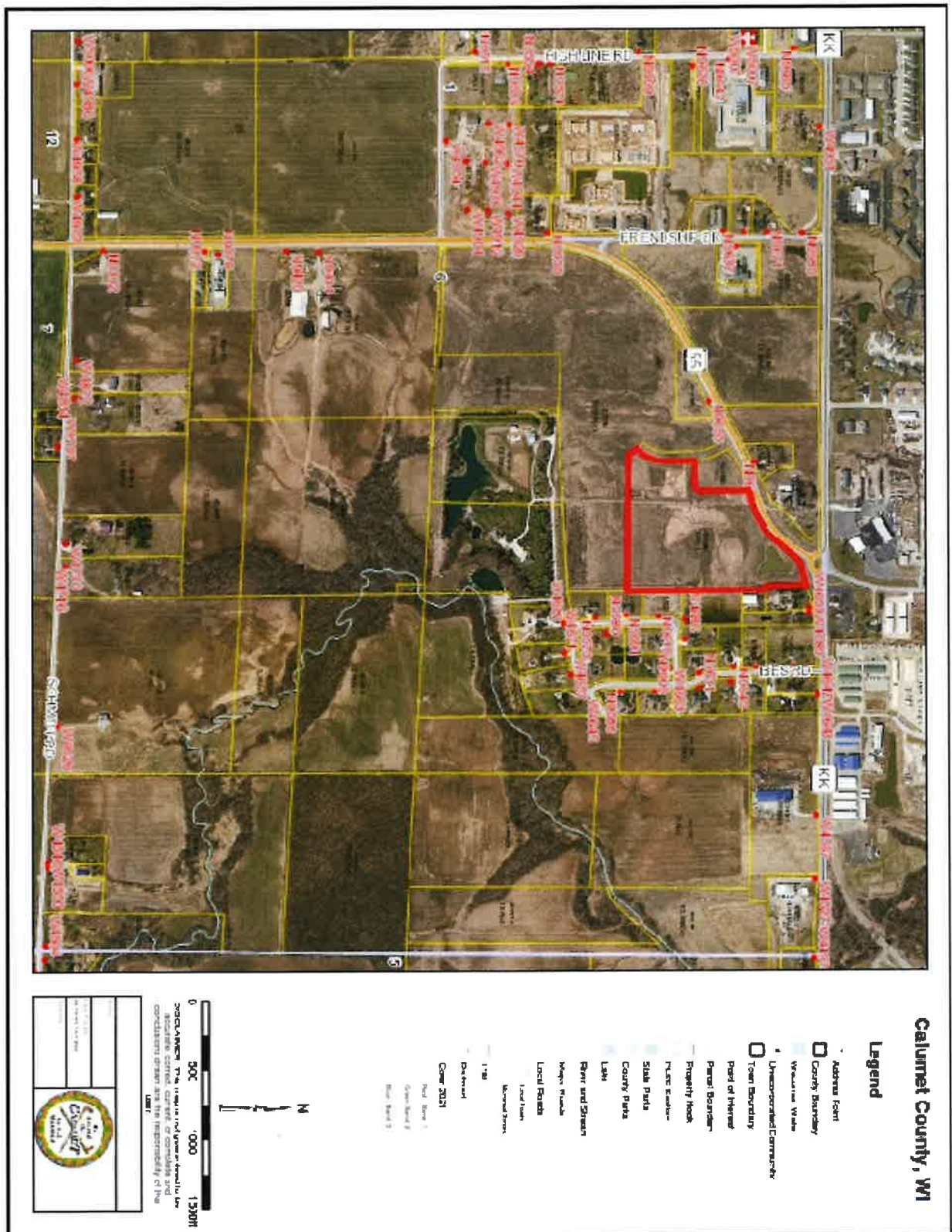
Discussion item. Staff wishes to present a concept for the Village Board to review.

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**Attachments:**

- Aerial Map
- Concept Plan

Aerial Map



# Concept Plan



**Village of Harrison  
December-22 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	2	60	\$ 925,000	\$ 25,074,011	1	91	\$ 814,655	\$ 38,951,024
Two Family (units)	0 ( 0 )	2	\$ 0	\$ 1,200,000	0 ( 0 )	3	\$ 0	\$ 1,850,000
Multi Family (units)	0 ( 0 )	0	\$ 0	\$ 0	0 ( 0 )	4	\$ 0	\$ 49,740,000
Additions	0	11	\$ 0	\$ 769,000	0	17	\$ 0	\$ 1,266,555
Acc. Structures	0	19	\$ 0	\$ 741,741	0	29	\$ 0	\$ 450,825
Miscellaneous	4	106	\$ 20,250	\$ 1,014,090	2	110	\$ 0	\$ 751,249
<b>Total Residential</b>	<b>6</b>	<b>198</b>	<b>\$ 945,250</b>	<b>\$ 28,798,842</b>	<b>3</b>	<b>254</b>	<b>\$ 814,655</b>	<b>\$ 93,009,653</b>
<b>Com./Ind.</b>								
New	0	6	\$ 0	\$ 7,850,000	0	3	\$ 0	\$ 2,100,000
Additions	0	1	\$ 0	\$ 5,000,000	0	1	\$ 0	\$ 1,825,000
Acc. Structures	0	1	\$ 0	\$ 15,000	0	0	\$ 0	\$ 0
Miscellaneous	0	13	\$ 0	\$ 617,285	2	10	\$ 30,000	\$ 153,471
<b>Total Com./Ind.</b>	<b>0</b>	<b>21</b>	<b>\$ 0</b>	<b>\$ 13,482,285</b>	<b>2</b>	<b>14</b>	<b>\$ 30,000</b>	<b>\$ 4,078,471</b>
<b>Combined Total</b>	<b>6</b>	<b>219</b>	<b>\$ 945,250</b>	<b>\$ 42,281,127</b>	<b>5</b>	<b>268</b>	<b>\$ 844,655</b>	<b>\$ 97,088,124</b>

Number of Vacant Lots Remaining 180