

**VILLAGE OF HARRISON
PLAN COMMISSION MEETING MINUTES
JANUARY 18, 2022**

1. The meeting was called to order in the Harrison Municipal Building by Planner Mommaerts at 5:30pm.
2. The Pledge of Allegiance was recited.
3. Roll Call: Members present: Pat Hennessey, Mark Van Hefty, Kent Gross, Jim Lincoln. Dennis Reed and Darlene Bartlein were excused. Kevin Hietpas resigned his position in December.

Staff Present: Mark Mommaerts, Planner.

Election of Pro Tem Chair: Motion (Lincoln/Hennessey) to nominate Commission Van Hefty as pro tem chair. Motion carried 3-0-1 (Van Hefty abstain). Commission Van Hefty assumed leadership of the meeting.

4. Public Participation: None.
5. Motion (Van Hefty/Gross) to approve the minutes of November 23, 2021. Motion carried 4-0.

6. Items for Discussion and Possible Action

a. Certified Survey Map – Don Mielke – Mielke Road

Planner Mommaerts introduced the item stating that the property owner owns two agricultural parcels (Tax ID 43796 & 43768) and plans to subdivide the property fronting Mielke Road into single-family lots. 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. The proposed CSM for Tax ID 43796 will be the fourth lot created within the past five years. The property owner is proposing a 1-lot Certified Survey Map (CSM) for the property located along Mielke Road. The property is zoned Rural Residential [RR]. The purpose of the CSM is to create a single-family home sites. The proposed lot is 1.205-acres in area with 150-feet of road frontage. The RR zoning district currently allows single-family homes as a permitted use. The property owner is working with the Calumet County Planning & Zoning Dept. regarding the private sanitary systems. Access will come from Mielke Road via culvert and private driveway to the lot. Staff recommends approval of the Certified Survey Map request as submitted. Commission Gross asked if the CSM should be a 2-lot CSM. Planner Mommaerts responded that since the remnant parcel is over 15-acres it does not have to be surveyed.

Motion (Lincoln/Van Hefty) to approve Certified Survey Map as printed and circulated.
Motion carried 4-0.

7. Items for Discussion

a. Concept Plan Review – Dietz Woodland Road Property – Woodland Road

The applicant is proposing a concept plan for a new subdivision development on property located along Woodland Road west of County Road N, location ID 33544, 33536 & 33558. The property is

currently zoned General Agricultural [AG] and is identified as single-family residential in the Comprehensive Plan future land use map. The proposal is for a subdivision development of single-family lots. Access is proposed from Woodland Road as well as connections to the existing streets (Delta Drive and Edgewood Drive) in the Creekside Estates subdivision to the west. The applicant is seeking input from the Plan Commission on the proposal before additional design work is started. Wetland are indicated on the concept plan. If a subdivision is proposed, a rezoning to a single-family designation is appropriate. A couple of stormwater ponds are proposed as part of the concept plan. The engineer for Harrison Utilities (the entity for sanitary sewer and water) has reviewed the concept plan and indicated that the lands are not currently in the Fox Cities Sewer Service Area. An amendment to the sewer service area will be needed in order to extend public sewer and water to the subdivision. The developer should work with Harrison Utilities to spearhead a sewer service amendment. Items to consider: Sewer Service Area – Can the area be added to the sewer service area; Sewer & Water availability and serviceability, work with Harrison Utilities on layout and service; How will the leased area for the cell tower be incorporated into the subdivision design?; If the Village will be deeded the ponds for future maintenance, dedicated access to the ponds should be granted. How will access to Outlot 2 be accommodated if there is no access from US Hwy 10? Dedicated access for Outlot 1 via existing Kasten Road may be feasible, work with the Public Works Dept to determine best access; Kasten Road to be vacated; Should areas be reserved for park or open space preservation?; Other.

Commissioner Hennessey stated that sewer & water service beyond the subdivision must be considered. Potentially easements for laterals through the subdivision to the properties east on Woodland Road. Commissioner Gross asked about the RS-2 zoning vs RS-1. Planner Mommaerts stated that based on the layout, the RS-1 zoning is more appropriate and more flexible. Commissioner Hennessey stated that shared access for OL 2 pond and cell tower might be appropriate. It was also stated that Lot 71 might be an appropriate are for a park, it will allow for access to the cell tower and pond as well. It was stated that Kasten Road will be vacated. It was also stated that the existing home will remain on site until the owner is ready to move/sell.

b. Land Use Review – Mel Baeten – Highline Road

The property owner wishes to have a discussion on the proposed future land use of the property. The property is located along Highline Road south of County Road KK, location ID 39012. The property is currently zoned General Agricultural [AG] and is identified as single-family residential in the Comprehensive Plan future land use map. The property is 20-acres and abuts light industrial/commercial development to the north. On the west side of the property, Prosperity Drive is officially mapped to cross the property from north to south. It is expected that sanitary sewer and water mains will be located in Prosperity Drive. The applicant is seeking input from the Plan Commission regarding the future land use of the property, the extension of Prosperity Drive, and whether TIF funding is available. Items to consider: How should the property be identified in the Comprehensive Plan on the Future Land Use Map, as Residential either single-family, two-family, or multiple family? Should it be identified as Commercial or Light Industrial?; The extension of Prosperity Drive is officially mapped along the western portion of the property, will Prosperity Drive be extended as an 80-foot right-of-way (ROW) or will it be reduced to 66-foot?; Will Tax Increment Financing (TIF) Incentives be available for infrastructure or development incentives?; Other:.

It was stated that Linda Sprangers land may be possible for duplex development. Prosperity Drive to remain as an 80-foot right-of-way. It was also stated that using Gene VanHandel's property as a guide that the area north could be commercial development with a row of duplex development

to transition to single-family development.

c. Report: Zoning Permits

Planner Mommaerts stated there were 91 SF permits issued, 3 TF permits (6-units), and 4 MF permits (538-units) for a total of 635-units of residential permitted. Not all were built in 2021 and some units may not be constructed until late 2022. There was approximately \$97 million in new construction value.

8. Next Meeting Date: February 15, 2022, at 5:30pm.

9. Adjourn: Motion (Van Hefty/Hennessey) to adjourn at 6:14pm.

Prepared by: Mark Mommaerts, Planner

Dated: January 19, 2022