

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

- 1) The meeting was called to order in the Harrison Municipal Building by Allison Blackmer at 6:30pm.
- 2) The Pledge of Allegiance was recited.
- 3) Roll Call: Members present: Allison Blackmer, Pat Hennessey, Darlene Bartlein, Mark Van Hefty, Kent Gross, and Dennis Reed
Members excused: Jim Lincoln
Staff Present: Mark Mommaerts, Assistant Village Manager/Planner, and Meghan Winkler, Deputy Clerk-Treasurer

Public Present: 21 residents
- 4) Public Participation:

None
- 5) Motion (Hennessey/Van Hefty) to approve the minutes of September 20, 2022
Motion carried 6-0

*Motion (Van Hefty/Bartlein) to move 9a ahead of the public hearing.
Motion carried 6-0.*

9) Items for Discussion

- a. Home Landscaping Business – Rick Lisowe & Christina Stumpf – N8349 Firelane 12

In June or July the Village received complaints about a landscape business being run out of a home. Staff followed up with the property owners about applying for a Home Business Permit. The Home Business application was submitted in late July or early August. A letter was sent August 12th denying the Home Business permit based upon ordinance provisions prohibiting excessive noise from equipment and limitations on the number and type of vehicles allowed.

The property is currently zoned Rural Residential [RR]. In order to operate the landscape business from the property, the owner must split off a portion of the property and rezone it to General Agricultural [AG] and then apply for a Conditional Use Permit (CUP). Prior to making formal applications, the property owners are requesting input from the Plan Commission on the feasibility of such applications.

Several neighboring residents have expressed concern about the proposed business.

Rick Lisowe and Christina Stumpf – N8349 Firelane 12, Menasha – property owners spoke in support of home business.

Nate Welhouse N8399 Firelane 12 – spoke in opposition to home business.]

All letters and emails are part of record.

No action taken.

- 6) Motion (Hennessey/Gross) at 6:55 PM to convene Meeting and open Public Hearing.
Motion carried 6-0

- 7) Motion (Bartlein/Van Hefty) at 7:02 pm to close the Public Hearing and Reconvene Regular Meeting.
Motion carried 6-0

- 8) Items for Discussion and Possible Action

- a. PC Resolution #2022-07 – Recommendation Designing Tax Incremental Financing District #5 and Adopting Project Plan – County N & Manitowoc Road

The Village of Harrison intends to create Tax Incremental Financing District #5 (TID #5) for the properties in the northeast corner of County N and Manitowoc Road. State Statutes Section 66.1105 requires that the Plan Commission hold public hearing at which interested parties are afforded a reasonable opportunity to express their views on the proposed creation of a TID and the proposed boundaries. Also under statutes, the Plan Commission must designate boundaries of the TID and make a recommendation of the boundaries to the Village Board. The final step needed from the Plan Commission relates to the Project Plan, which must be approved and sent on to the Village Board.

Motion (Van Hefty/ Bartelin) to approve PC Resolution #2022-07 with the amendments of safe passage and adjustments to the financing.

Motion carried 6-0.

- b. PC Resolution #2022-06 Comprehensive Plan Amendment – JJMRS Commercial, LLC – N7099 Horn Road

The applicant is requesting that a portion of the property located at N7099 Horn Road, Tax ID 38768, be changed on the Future Land Use Map from a Farmstead Home to Ag, Vacant, Undeveloped. The landowner would like to grow his RV Rental and Storage Business on this site. The parcel is located off S. Harwood Road and a half mile north of State Highway 114 in the southeastern corner of the Village. It is also approximately 2 ½ miles from High Cliff State Park offering an RV Rental and Storage opportunity. The only other Commercial property in the vicinity is located 4.5 miles to the southwest on the corner of State Highway 55 and Faro Springs Road, (Bobbers LLC). The Village has allowed business/commercial development within the Ag, Vacant, Undeveloped future land use category as the AG zoning district best fits this designation.

At the last Plan Commission meeting, it was recommended that the parcel be split to separate out the residence from the business areas of the property. The home parcel would remain in the Farmstead Homes designation of the Comprehensive Plan while the rest of the property and outbuildings should be classified as Ag on the Future Land Use Map to complement the surrounding land uses. The business portion of the property would be rezoned to General Agricultural with a Conditional Use Permit issued for the rental and storage business. A Certified Survey Map (CSM) would be created to split the property.

Comprehensive Plan

The proposal is to amend the Future Land Use Map to change the land use designation from Farmstead Homes to Ag, Vacant, Undeveloped. A public hearing was held at the Plan Commission meeting on September 20th.

*Motion (Hennessey/Bartlein) to approve PC Resolution #2022-06 as printed and circulated.
Motion carried 6-0.*

c. Zoning Map Amendment – JJMRS Commercial, LLC – N7099 Horn Road

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Rezoning

The proposal is to amend the Zoning Map to change the zoning from Rural Residential [RR] to General Agricultural [AG] for the eastern portion of the property, as shown in the “rezoning map”. A public hearing was held at the Plan Commission meeting on September 20th.

*Motion (Van Hefty/Gross) to approve Zoning Map Amendment as printed and circulated.
Motion carried 6-0*

d. Conditional Use Permit – JJMRS Commercial, LLC – N7099 Horn Road

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off S. Harwood Road and a half mile north of State Highway 114 in the southeastern corner of the Village. It is also approximately 2 ½ miles from High Cliff State Park offering an RV Rental and Storage opportunity. The only other Commercial property in the vicinity is located 4.5 miles to the southwest on the corner of State Highway 55 and Faro Springs Road, (Bobbers LLC). The Village has allowed business/commercial development within the Ag, Vacant, Undeveloped future land use category as the AG zoning district best fits this designation.

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Conditional Use Permit

The applicant is proposing to utilize the existing accessory buildings to operate an RV rental business from April thru October. No outside storage is expected except for customer vehicles that are utilizing the rentals. The hours of operation are primarily 9am-3pm Monday through Friday. Traffic is expected to be light due to weeklong rentals. All repairs and cleaning will occur inside “building C”. All buildings, A-E, are expected to be utilized during the winter (October – April) for storage of RVs, Boats, and vehicles.

The applicant intends to improve the existing buildings and site. “Building C” will have an office and restroom facilities. The applicant is working with Calumet County Planning & Zoning on the sanitary permit.

Motion (Hennessey/Van Hefty) to approve Conditional Use Permit with conditions as printed. Motion carried 6-0.

e. Certified Survey Map – JJMRS Commercial, LLC – N7099 Horn Road

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Certified Survey Map

The proposal is to split the property into 2-lots. Lot 1 will be 3.187-acres and will contain the existing home and garage. The zoning and land use will not change for Lot 1. Lot 2 is proposed to be 1.792-acres and will contain the accessory buildings for the business. Lot 2 will have the future land use changed to Ag, Vacant, Undeveloped and be rezoned from RR to AG and will have the Conditional Use Permit for the business.

*Motion (Van Hefty/Bartlein) to approve Certified Survey Map as printed and circulated.
Motion carried 6-0.*

f. Certified Survey Map – Jackels Sturgis Rev. Trust – W4245 Schmidt Road

The applicant is proposing a 2-lot Certified Survey Map (CSM) for property located at W4245 Schmidt Road, Loc ID 40510. The entire property is currently zoned Rural Residential [RR]. The purpose of the CSM is to split the property so that the barn and shed are separated from the house. Lot 1 is approximately 2.617-acres with 300-feet of road frontage and would contain the existing house and garage. Lot 2 is approximately 1.606-acres with 179-feet of road frontage and would contain the barn and shed and could be sold as a home site in the future.

*Motion (Hennessey/Bartlein) to approve Certified Survey Map as printed and circulated.
Motion carried 6-0.*

g. Release of Conservation Easement – Jerry Frazee – North Shore Woods Lots 1-3

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)

This item was discussed in October 2021, at that time there was a proposal to develop the property as multi-family (three- 4-unit buildings) so the Plan Commission held off to see how the development proposal fared. That proposal did not get approved so the owner is back requesting release of the easement for the SF lots.

*Motion (Van Hefty/Gross) to approve release of conservation easement on Lot 1 of North Shore Woods Subdivision.
Motion carried 6-0.*

9) Items for Discussion

- a. Home Landscaping Business – Rick Lisowe & Christina Stumpf – N8349 Firelane 12
(Was moved ahead of item 6 Public Hearing).
- b. Custom Furniture Shop and RV / Boat Storage Units – JC DeBaal – Highways 55 & 114

No concerns from the Plan Commission.

No action taken.

- c. Discuss information for a Para-Park-An Aerial Park - Dan Wallander

No action taken.

- d. Report: Zoning Permits
The reports and permits are on file at Village Hall

10) Set Next Meeting Date

- a. November 22, 2022, at 6:00pm

11) Adjourn

Motion (Bartlein/Hennessey) to adjourn at 7:26 pm.

Motion carried

Prepared by: Meghan Winkler, Deputy Clerk-Treasurer

Dated: 10/19/2022