
PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Josh Sherman, Assistant Planner

Meeting Date:

March 21, 2023

Title:

Conditional Use Permit – Crossroad Development, LLC

Issue:

Should the Plan Commission recommend approval of a Conditional Use Permit to the Village Board for a topsoil screening operation (resource extraction).

Background and Additional Information:

The applicant Crossroad Development is seeking a Conditional Use Permit (CUP) in order to screen topsoil, which includes shredding and pulverizing, at the property located at N9650 Hwy 55, Loc ID 40386. Loc ID 40378, which is abutting land along the NE corner of Hwy 55 and Highline Dr, would be used as a holding area for overflow materials.

The property is currently zoned Business Park (BP). Resource extraction is a conditional use under Article 117-131 of the zoning ordinance and shall include but is not limited to, the removal for sale or processing of topsoil, fill, sand, gravel, rock or any material. Processing may include crushing, washing, or refining. Storing or stockpiling of such materials on the site is permissible.

There are residential properties within 600 feet of Location IDs 40386 and 40378. There are concerns for dust and noise.

The applicant is proposing hours of operation as 7:00am to 5:00pm, Monday thru Friday. Erosion control will be established and maintained as needed with weekly site inspections and rain events. Equipment on premise would include a topsoil screening shredder, a loader, foreman trucks, a sweeper and skid steer as needed, and repair trucks as needed.

Basis for Approval: (from the Zoning Ordinance Section 117-319) Each item must be met in order to grant approval.

- 1. Zoning. The proposed use conforms to the underlying zoning district intent and design standards and is in harmony with the general purpose and intent of this chapter. Where there is an existing nonconforming structure, the design standards of the underlying zoning district may be waived by the plan commission and village board. Resource extraction is a conditional use under the Special Provisions article, which fits into the current zoning of Business Park.*

2. *Plans. The proposed use conforms to the comprehensive plan and any other officially adopted plan.* The proposed use of the property for resource extraction use conforms to the Comprehensive Plan as a conditional use.
3. *Traffic. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.* Access to the property is from an existing road, Hwy 55. It is anticipated that there will be minimal traffic entering/exiting the development on a daily basis.
4. *Landscaping and screening. Appropriate landscaping and screening has been or will be provided to protect adjacent uses or properties from light, noise and other visual impacts that are associated with the proposed use as established in article VI, Access, Parking, and Loading and article IX, Landscaping and Screening Standards.* The applicant has a proposed silt fence in the site plan.
5. *Neighborhood compatibility. The proposed use is compatible with the predominant or prevailing land use of the neighborhood surrounding the proposed development and whether the proposed use creates a nuisance due to noise, odor, or dust.* The surrounding land uses are for commercial or business development. There are rural residential lots in the area. There will be minimal traffic for this business. Operations include the screening of topsoil.
6. *Services. Adequate facilities, access roads, drainage and/or necessary services have been or will be provided.* Sanitary sewer and water are provided to the site. Stormwater management is available. Roadway access is provided via Hwy 55.

Findings of Fact:

- Staff finds that the Conditional Use Permit request will comply with the Harrison Zoning Ordinance with the below conditions.
- Property owners within a 600-feet of the subject property (location IDs 40386 and 40378) have been notified via first-class mail.

Recommended Action:

Staff recommends approval of the Conditional Use Permit (CUP) request with the following conditions:

1. All provisions of Section 117-131 of the zoning ordinance relating to resource extraction shall be met.
2. Hours of operation shall be Monday-Friday 7:00am-5:00pm. No refining (pulverizing, shredding, ect.) shall occur on Saturdays or Sundays. The only activity to occur on Saturdays is for material to be hauled off site. The Plan Commission may approve different hours of operation upon request and review.
3. This Conditional Use Permit shall expire on November 10, 2023. All refining (pulverizing, shredding, ect.) shall cease on or before November 10, 2023.
4. No refining (pulverizing, shredding, ect.) shall occur on windy days were the dust is likely to affect homes and businesses in the area.
5. The developer shall acknowledge the conditions of approval and agree to abide by all conditions. Failure to abide by conditions may be cause for revocation of Conditional Use Permit.

Attachments:

- Aerial Map
- Site Plan
- Development Plan

Calumet County, WI

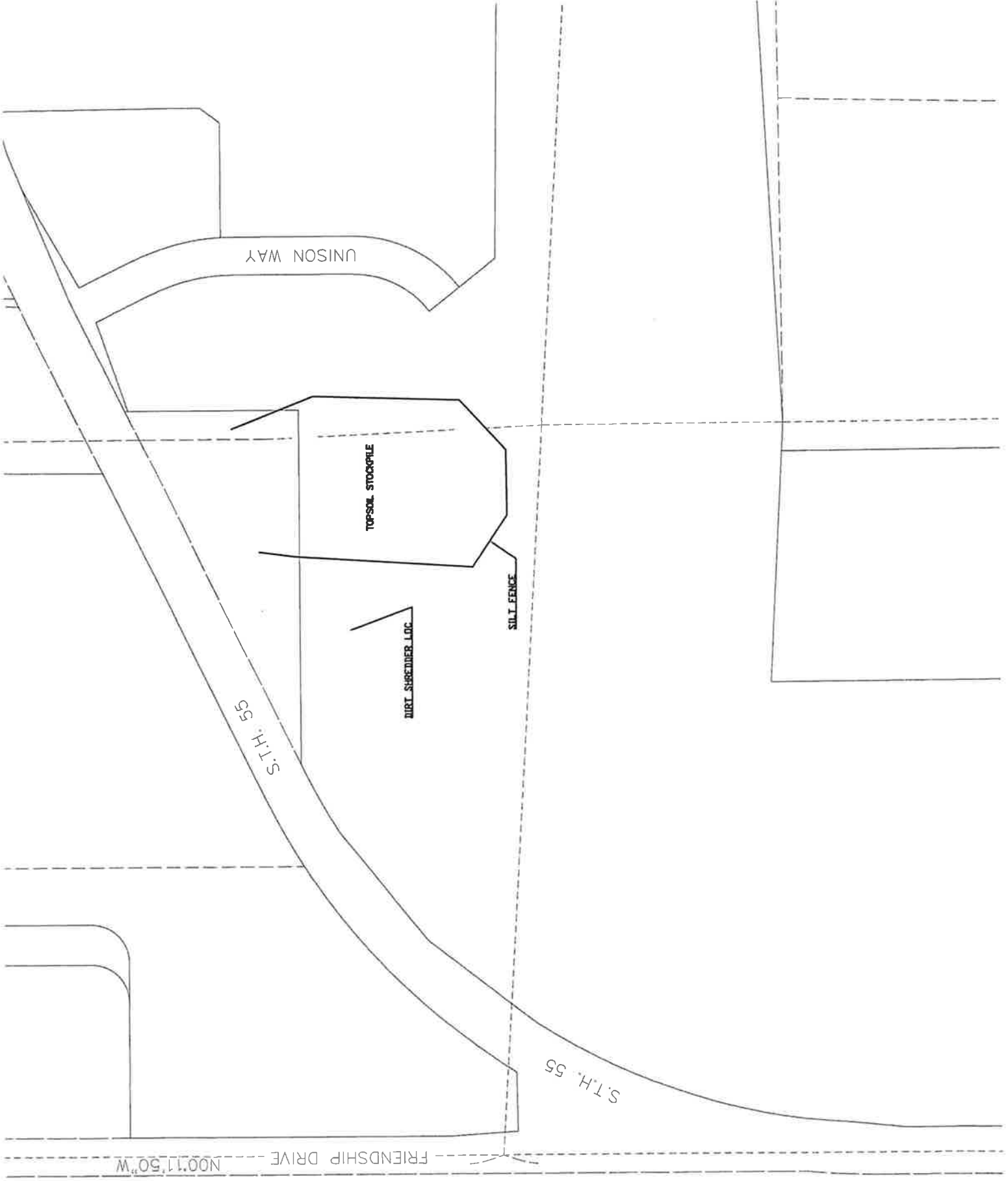
Legend

- Address Point
 - County Boundary
 - Wisconsin Water
 - Other Counties
 - * 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: 2021
- Red: Band_1
 - Green: Band_2
 - Blue: Band_3



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

Parcel ID	
Parcel Name	
Created/Updated	02/28/23 10:28 AM
Created By	



UNISON WAY

TOPSOIL STOCKPILE

DIRT SHREDDER LOC

SILT FENCE

S.T.H. 55

S.T.H. 55

FRIENDSHIP DRIVE 100' 1' 50" W

Crossroad Development, LLC
Development Plan

1. Hours of operation will be 7am – 5pm Monday – Friday
2. Erosion control will be established and maintained as needed with weekly site inspections and rain events
3. Equipment would be
 - a. Topsoil Screening plant
 - b. Loader
 - c. Foreman trucks
 - d. Sweeper / skid steer as needed
 - e. Repair trucks as needed
4. Stockpile on the NE corner of STH 55 and Highline Drive: NW Quarter, Section 6, Township 20, Range 19

PLAN COMMISSION MEETING

VILLAGE OF HARRISON

From:

Josh Sherman, Assistant Planner

Meeting Date:

March 21, 2023

Title:

Conditional Use Permit Modification – W4920 Highline Road

Issue:

Fox Valley Outlet is looking to expand its hours of operation for an existing conditional use permit issued September 2019.

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 named Fox Valley Outlet, targeting a June 1 or July 1 occupancy date, 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 business would support 5-6 part-time employees. Based on a similar store model in Wausau, about 70 vehicles are projected to visit the store over the open three days. There is ample parking to support this traffic.

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.

Recommended Action:

Staff recommends the Plan Commission approve the additional hours of operation for the existing Conditional Use Permit to Friday and Saturday 10:00am-6:00pm and Sunday 11:00am-5:00pm. The Plan Commission consensus, from the January 24, 2023 meeting, was okay with the expanded hours.

Aerial Map attached

Calumet County, WI

Legend

- Address Point
- County Boundary
- Waterway/Water
- Unincorporated Community
- Town Boundary
- Part of Internal Property Boundary
- Property Hook
- Place Center
- State Path
- County Path
- Link
- Point and Stream
- Major Road
- Local Road
- Local Street
- Dashed Line
- Color 2021
- New Road 1
- New Road 2
- New Road 3



SOCCALUMET.COM The information contained on this map was prepared by the Calumet County GIS Department. The information is provided as a public service. The user assumes all responsibility for the use of the information.

Calumet County Wisconsin 1836



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

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 21, 2023

Title:

Comprehensive Plan Amendment – County N corridor

Issue:

The Village Board asked the Plan Commission to review the County N corridor to identify areas for future commercial land uses.

Background and Additional Information:

At the January 31st Village Board meeting, the Board wanted the Plan Commission to review the corridor and provide recommendations on commercial development along the corridor and identify areas for future commercial development. As part of a Comprehensive Plan Amendment, the Plan Commission must hold a public hearing to obtain feedback from the public about potential changes to the Plan. Staff sent out a mailing to many property owners adjacent to the County N corridor, including properties around the Mary Drive area near the former Darboy Club property.

After hearing comments at the public hearing, the Plan Commission must determine if amendments will be made. If amendments are proposed, staff will create a map identifying the amendments and include the map in a resolution that must be approved by the Plan Commission. If amendments are proposed and a resolution is required, staff anticipates having a resolution available at the April 18th meeting.

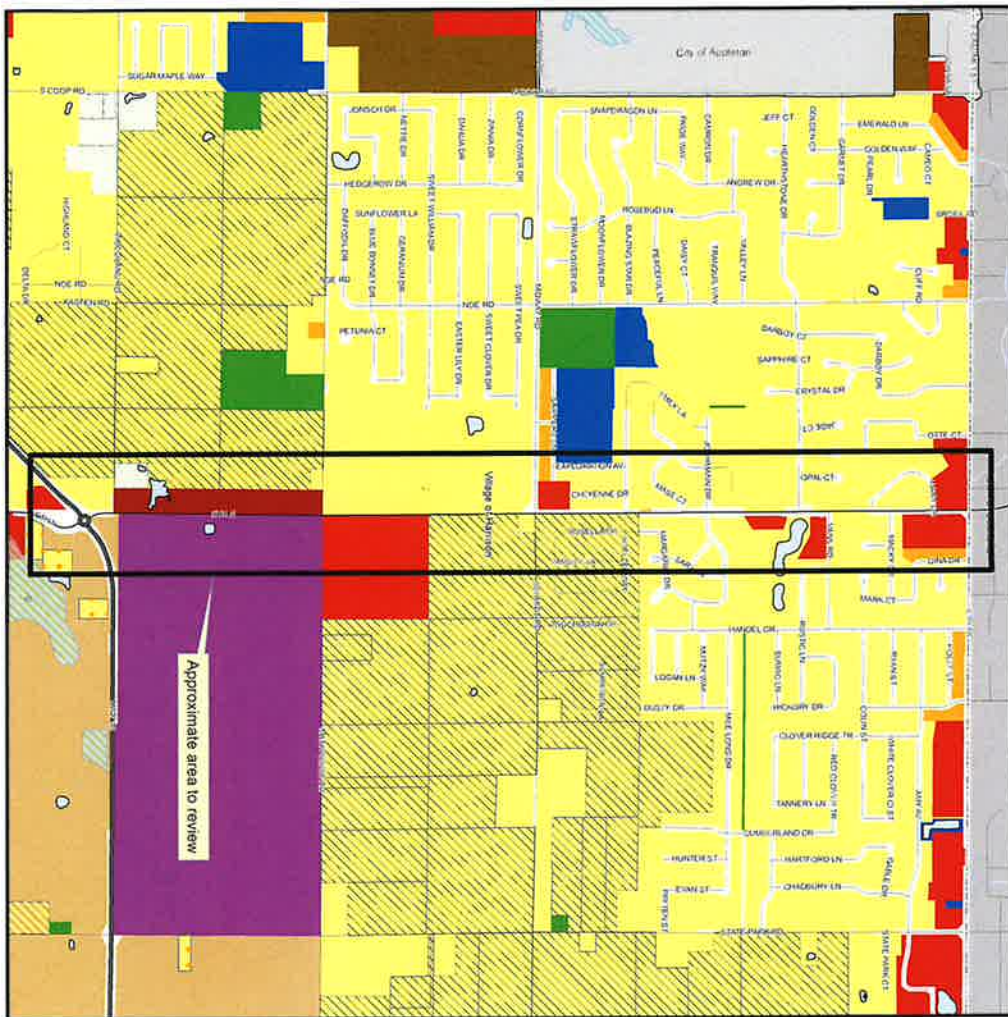
Recommended Action:

Provide direction to staff to prepare a resolution and map for possible amendments.

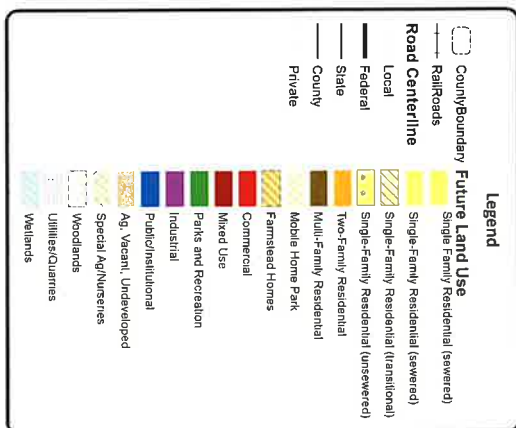
Attachments:

- Future Land Use Map (part of the Comprehensive Plan)
- Email from Pat & Patty Hennessey

Future Land Use Map



Harrison Future Land Use Map 2004-2023



Correspondence

Mark Mommaerts

From: Pat Hennessey <phennessey@darboysanitary.com>
Sent: Monday, March 6, 2023 10:17 AM
To: Mark Mommaerts
Subject: Future land use map update

Good morning Mark,
As we discussed on the phone this morning we are not interested in having our property designated as future commercial on the new updated land use map. We feel the use as residential fits our needs and the needs of our neighbors as well. I spoke with the Laidlaws on Mary drive and N also and they also are not interested in changing to future commercial. Thank you for taking the time to discuss this with us, and we will also be present at the upcoming public hearing on this.

Sincerely:
Pat and Patty Hennessey
N9661 County Road N
Appleton Wi 54915

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

Mark J. Mommaerts, AICP, Assistant Village Manager

Meeting Date:

March 21, 2023

Title:

Trail Map

Issue:

The Village Board asked the Plan Commission to review the Trail Map as part of the Comprehensive Outdoor Recreation Plan (CORP) to identify areas for future trails.

Background and Additional Information:

At the February 28th Village Board meeting, the Board wanted the Plan Commission to review the Trail Map as part of the Comprehensive Outdoor Recreation Plan (CORP) to identify areas for future trails. The current trails map identify the major streets that re identified for future trails. Trails are typically used to connect regional points of interest, such as parks, schools, recreational areas, and commercial areas. Bike lanes, sidewalks, and trails work together to create a safe passage network for pedestrian and recreational users.

One issue to look at is how does the High Cliff Connector Trail (from Menasha to Sherwood) fit into this plan. Currently, there is a trail shown along the railroad from Firelane 12 to Pigeon Road in the Harrison CORP trail map. Is the best route along the railroad or should the plan identify the trail along Hwy 114?

The Village Board adopted an ordinance to require developments to include trails as part of new subdivisions (or provide a fee in lieu of trail construction) on streets identified in the trail map. The trail map should identify all the streets or areas that should have trails.

Recommended Action:

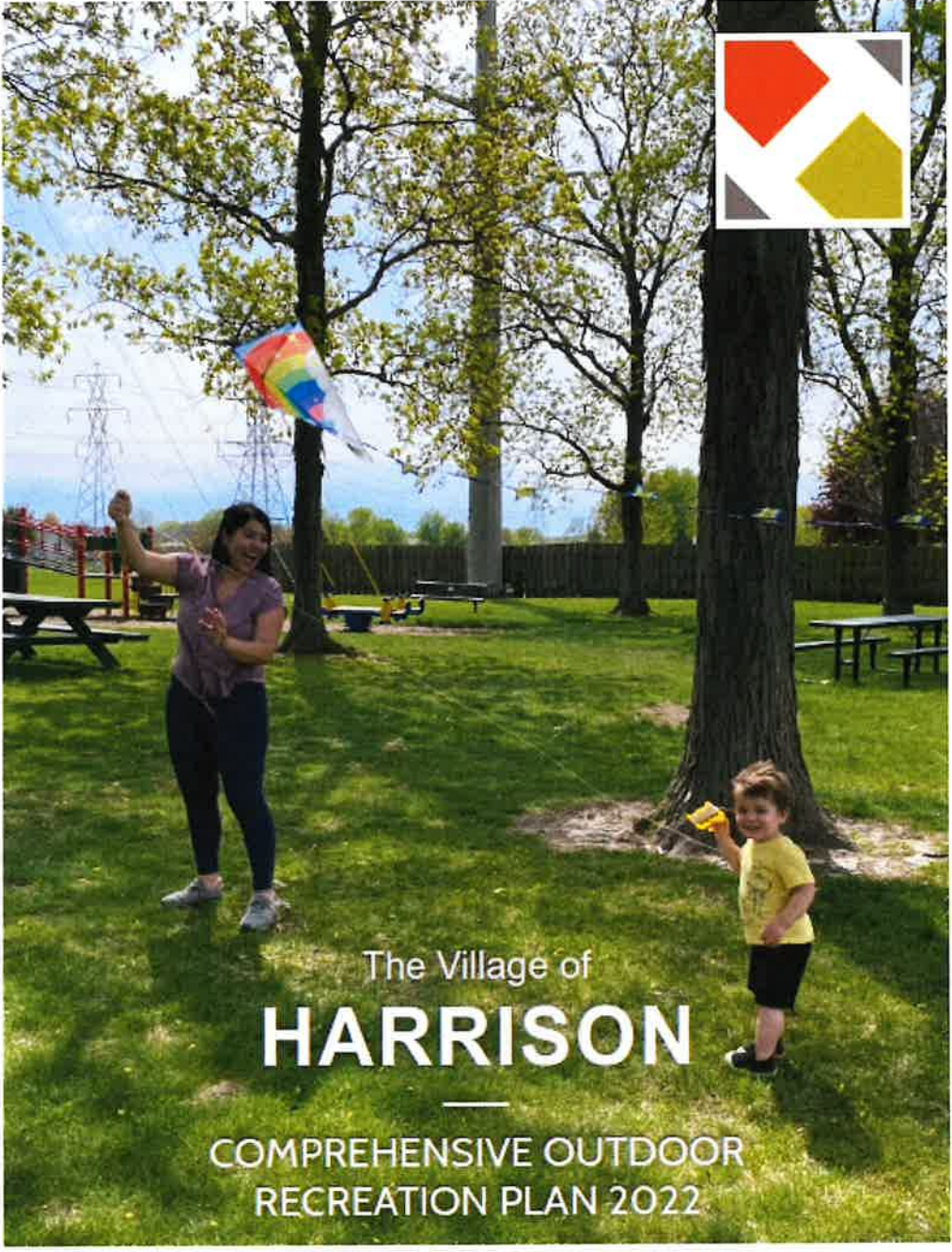
Provide direction to staff to prepare a map for possible amendments and prepare public hearing notices, if needed.

If there are amendments: The process to amend the Comprehensive Outdoor Recreation Plan is to hold a public hearing, probably at the April 18th meeting, then the Plan Commission could recommend amendments to the Village Board. The Village Board would adopt an ordinance approving the changes.

If there are no amendments: Nothing needs to be done and staff would report the Plan Commission determination to the Village Board.

Attachments:

- Excerpt about trails from CORP, including maps
- High Cliff Connection Plan



The Village of
HARRISON

—
COMPREHENSIVE OUTDOOR
RECREATION PLAN 2022

CONNECT

TRAIL DEVELOPMENT

The miles of trails among local northeast Wisconsin comparable communities varies, but Harrison is similar when compared nationally against other communities with a population less than 20,000. When considering that trail development and connectivity ranked very high during the community engagement, compared to other aspirational communities locally, Harrison is considerably lower. The Village of Harrison has 2.81 miles of dedicated trails within its boundaries for walking and cycling. As the rapidly growing community develops, creating and maintaining a trail system to connect residential areas to recreation facilities, schools, and businesses becomes increasingly important.

Trail development is considered a high priority for recommendations in this plan. Opportunities to grow the trail system are included in this section.

REGIONAL TRAIL PLANNING

Harrison's position on Lake Winnebago connects the community to precious natural resources



▲ Trail in wooded area of Darboy Community Park

and park facilities across the region. One way the region is looking to increase connections between communities and improve access to the waterfront is through the Loop The Lake initiative. Part of the larger Friendship Trail plan to connect Manitowoc and Steven's Point, passing through Little Lake Butte des Morts and on towards the Village of Harrison through Menasha, Fox Crossing, and Neenah, the Loop the Lake trail is a great example of how the region is improving connectivity.

The Village has three main multi-use trail connections: Highline (1.12 miles), Noe Road (1.07 miles), and Friendship State Trail (6.7 miles). Additionally, there are snowmobile trails following an east-west direction mostly south of USH 10, then to High Cliff State Park and Lake Winnebago.

There is current planning taking place to connect the Friendship Trail to High Cliff State Park through Harrison. This work is being coordinated through the East Central Wisconsin Regional Planning Commission (ECWRPC) with participation from Harrison and surrounding communities.

LOCAL PRIORITIES

The East Central Wisconsin Regional Planning Commission published the 2018 Kimberly Area School District Safe Routes to School (SRTS) Action Plan for use by the Village of Harrison and surrounding communities to identify and walking, bicycling, and driving barriers. This plan is a useful guide to local trail and pedestrian planning relevant to this CORP. The Kimberly Area SRTS Action Plan identifies several locations within the Village of Harrison for trail and sidewalk improvements. While not the direct focus of this CORP, the pedestrian and bicycle connections identified in the SRTS plan contribute to the goal of this CORP to ensure that Harrison's parks are accessible to all residents.

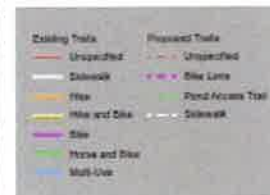
Improvements recommended for these routes are illustrated in the following enlarged map, and include a 10-foot wide off-road multi-use path on the eastern side of County Highway N which

would connect to the Friendship State Trail to the south. More 10-foot wide off-road multi-use paths are recommended along the southern side of Manitowoc Road and the northern side of Midway & Schmidt Roads eastward towards the future Farmers Field Park. Sidewalk installation is recommended for the streets serving Sunrise Elementary where there are currently none along with safe crossing points. More information on the recommended improvements and individual school action plans can be found in the East Central Wisconsin Regional Planning Commission's Kimberly Area School District Safe Routes to School Action Plan.



▲ Child's bike parked at the side of the road at Clover Ridge Park

CONNECTIONS ENLARGED MAP #1 SAFE ROUTES TO SCHOOLS RECOMMENDATIONS



◀ Existing and proposed bicycle and pedestrian facilities. Source: Calumet County and Village of Harrison

The Kimberly Area SRTS Action Plan makes sidewalk and trail improvement recommendations for seven key streets and roads in the Village of Harrison, four of which are high priority. These four routes are:

- A** County Highway N from County Highway KK to State Highway 10 (in progress 2022)
- B** Manitowoc Road from County Highway LP to N Coop Road
- C** Midway & Schmidt Roads from N Coop Road going east past County Highway N (in progress 2022)
- D** Skippers Lane, Exploration Ave, and Hoelzel Way around Sunrise Elementary

**CONNECTIONS ENLARGED MAP #2
FARMERS FIELD PARK AND PARK SERVICE AREA**

LEGEND FOR ENLARGED MAPS



Recommended priority trail connections:

- A** Safe crossings at Noe and N Coop Roads
- B** Trails on the north and south sides of Manitowoc Road between N Coop Road and Farmers Field Park entry
- C** Trails on the east and west sides of the future Noe Road
- D** Trail on the south side of Manitowoc Road between N Coop Road and Papermaker Pass

▲ Existing and proposed bicycle and pedestrian facilities.
Source: Calumet County and Village of Harrison

**CONNECTIONS ENLARGED MAP #3
HARRISON ATHLETIC ASSOCIATION AND PARK SERVICE AREA**

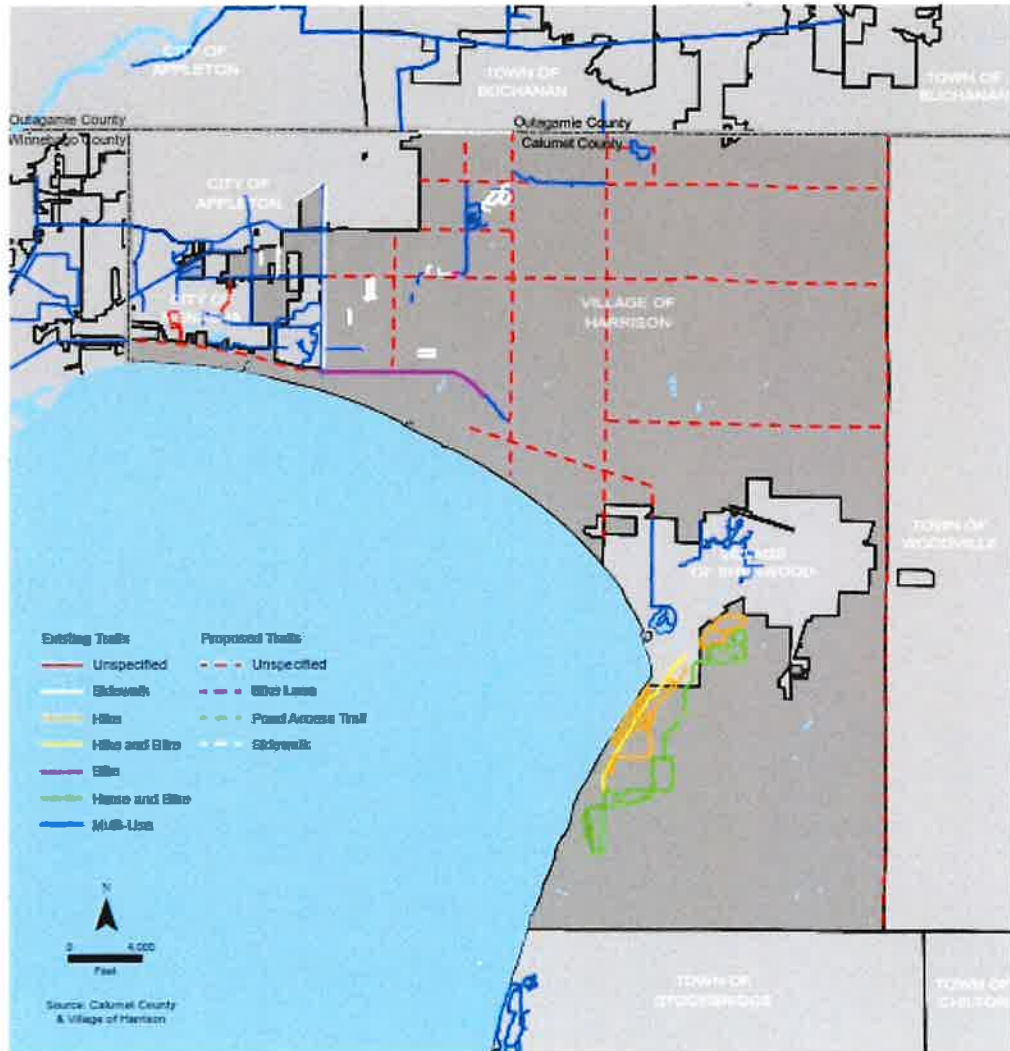


Very minimal residential uses are in the nearby vicinity of Harrison Athletic Association Park. The priority recommendations focus on regional connections:

- A** Connect STH 114 to Lake Winnebago and the planned Friendship State Trail
- B** Trail on State Park Road between the park entrance and the planned Friendship State Trail
- C** Friendship State Trail from N Shore Road to Pigeon Road

▲ Existing and proposed bicycle and pedestrian facilities.
Source: Calumet County and Village of Harrison

Bicycle & Pedestrian Connections



▲ Existing and proposed bicycle and pedestrian facilities. Source: Calumet County and Village of Harrison

Catalog of Trail Types

The following trail types can be used during the design phase of the trail implementation projects and is meant to illustrate the types of trails that the Village can consider.



Shared Use Path

A shared use path can accommodate many different types of users - bikers, walkers, runners, rollerbladers, etc - and can be found in urban, suburban, and rural areas alike.



Sidepath

A sidepath is a shared use path that follows closely alongside of an existing roadway. It may be next to the street or separated by landscaping.



River Trail

A river trail is simply a shared use path, accommodating pedestrians, cyclists, rollerbladers, and runners, that follows alongside a riverway and through the park/conservation land that surrounds these riparian areas.

Catalog of Trail Types

The following trail types can be used during the design phase of the trail implementation projects and is meant to illustrate the types of trails that the Village can consider.



Bike Lane

A bike lane is a defined and marked area on the roadway for cyclists to travel. Bike lanes can be striped only (as shown above), or painted green for greater visibility.



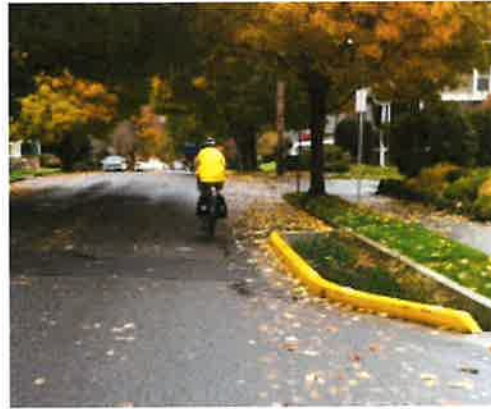
Paved Shoulder

Ensuring that rural and suburban roadways are designed with paved shoulders allows cyclists and walkers to safely navigate streets with light traffic.



Minor Enhancements

Minor enhancements to roadways, such as signage, ensuring drive lanes are marked, and pavement is smooth enough for bike travel, helps keep Harrison's roads safe for all.



Traffic Calming

Bumpouts, raised intersections, and small traffic circles are examples of tools that can be used to flow vehicular traffic, making streets safer for cyclists and pedestrians.

HIGH CLIFF CONNECTION PLAN

Approved October 28, 2022



HARRISON + SHERWOOD AREA RECOMMENDATIONS

Beginning at Lake Park Road and heading east, the recommended route for the High Cliff Connection is to follow the existing Friendship Trail (on-road lane over and a short segment with a separated trail) along Old Highway 104. See Lane 22. The segment across Pigeon Run and Pigeon Well Road, with low volume adjacent traffic, however, impeded markings, washboarding, and seeping along the segment would improve the trail experience for users.

Within the timeline of this planning study,

consensus was not found to determine a preferred route connecting from the intersection of Fire Lane 12 / STH 114 to High Cliff State Park. A route

from Lake Park Road would require the development of a new easement or a new road, including a route for trail sign on the connection.

STH 114 Further Exploration: Survey-leveling, mapping study of the STH 114 context to determine a potential alignment of a separated trail (road) along the storm side of the roadway to Pigeon Run's recommended. The potential trail would then turn south to connect to the existing trail along the west side of Pigeon Road. With the current roadway alignment, a future separated trail (as shown in Figure 5.10) will require extra easement or additional land acquisition to build, as the road, and appear to be enough ROW width today. The trail alignment could be straddled into future commercial or residential development.

Trail Corridor Search Area: As the scope of final planning study, there was significant community support for reuse of a portion of the area independent of STH 114. Property owners in the area voiced concern and opposition to a variety of roads and uses. However, a few individual property owners in the area have contacted CTRMTC with several inquiries concerning about future trail easements or acquisition by potentially support a future connection to High Cliff. The town council recommendation is to create a program to acquire, share information, and to track property owners who are interested in potentially donating or land sale. The intention of the program will be to create facilities along property owners to create a continuous trail through the search area to complete the corridor.

RECOMMENDATIONS:

- Explore extension of paved trail along STH 114 to Pigeon Road
- Improve wayfinding, trail experience along existing Friendship Trail
- Connect to existing trail on Pigeon Rd
- Develop a program or initiative to collect voluntary pledges for trail easement throughout search area to complete future trail gap
- Wayfinding throughout potential trailhead locations along STH 114, improved trailhead facilities at High Cliff State Park entry

STH 114: FURTHER EXPLORATION

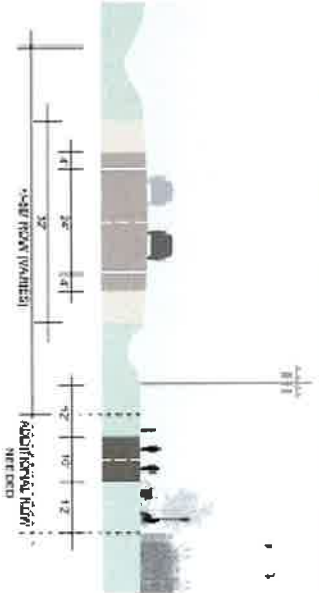


Figure 5.8: Exploration of future trail along STH 114

TRAIL CORRIDOR SEARCH AREA

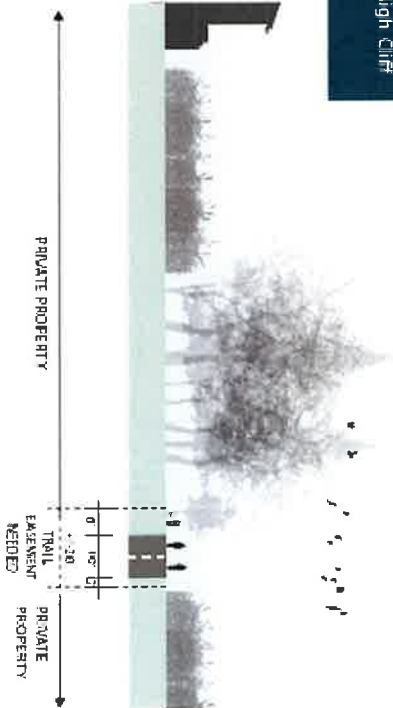


Figure 5.9: Exploration of future trail within Search Area

Village of Harrison
February-23 Zoning Permit Report

	Current Year			Previous Year		
	Permits	YTD Permits	Estimated Value	YTD Permits	Estimated Value	YTD Estimate Value
Residential						
Single Family	7	11	\$ 2,520,000	11	\$ 1,940,000	\$ 4,009,000
Two Family (units)	0	(0)	\$ 0	(0)	\$ 0	\$ 0
Multi Family (units)	0	(0)	\$ 0	(0)	\$ 0	\$ 0
Additions	0	1	\$ 0	2	\$ 70,000	\$ 70,000
Acc. Structures	1	2	\$ 35,000	0	\$ 0	\$ 0
Miscellaneous	2	6	\$ 0	6	\$ 78,000	\$ 78,000
Total Residential	10	20	\$ 2,555,000	19	\$ 2,088,000	\$ 4,157,000
Com./Ind.						
New	0	0	\$ 0	0	\$ 0	\$ 0
Additions	0	0	\$ 0	0	\$ 0	\$ 0
Acc. Structures	1	2	\$ 30,000	0	\$ 0	\$ 0
Miscellaneous	1	1	\$ 3,495	1	\$ 0	\$ 3,500
Total Com./Ind.	2	3	\$ 33,495	1	\$ 0	\$ 3,500
Combined Total	12	23	\$ 2,588,495	20	\$ 2,088,000	\$ 4,160,500

Number of Vacant Lots Remaining 189