

VILLAGE OF HARRISON
Plan Commission Meeting Minutes
June 20, 2023

A meeting of the Plan Commission was called to order at 6:01 pm at the W5298 State Hwy 114 Menasha, WI 54952 on Tuesday, June 20, 2023. After the Pledge of Allegiance was recited, roll call was taken.

Present: Darlene Bartlein, Mark Van Hefty, Dennis Reed, Jim Lincoln, President Allison Blackmer, Bob Mayfield, and Scott Chicoine.

Staff: Josh Sherman, Assistant Planner and Meghan Winkler, Deputy Clerk/Treasurer

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call of Plan Commission**
- 4. Public Comments**

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.

Ross Laidlaw – N9692 Mary Drive – spoke in opposition to Concept Plan for former Darboy Club Site.

Mike Wagner – W5955 Sweetpea Drive/Wagner Chiropractic – spoke in opposition to Concept Plan for former Darboy Club Site.

Paula Ulmen - N9663 Mary Drive – spoke in opposition to Concept Plan for former Darboy Club Site.

James Brehmer– N9666 Mary Drive – spoke in opposition to Concept Plan for former Darboy Club Site.

- 5. Approve Minutes**
 - **May 23, 2023**

MOTION: Van Hefty/Lincoln to approve the minutes of May 23, 2023 as printed and circulated. Motion passed 5-0-2 (Abstained Mayfield and Chicoine as they were not members of the Plan Commission for the May meeting)

- 6. Convene Meeting and Enter Public Hearing**

MOTION: Bartlein/Chicoine to convene meeting and enter public hearing at 6:25 pm. Motion passed 7-0

a) **Zoning Map Amendment - Dercks DeWitt, LLC - Luniak Meadows 2**

No speakers

b) **Update to Bicycle and Pedestrian Connections Map - Comprehensive Outdoor Recreation Plan**

No speakers

7. Close Public Hearing and Reconvene Regular Meeting

MOTION: Lincoln/Reed to reconvene regular meeting at 6:26 pm.

Motion passed 7-0

8. New Business for Discussion, Consideration, and/or Action

a) **Zoning Map Amendment (Rezoning) – Luniak Meadows 2 – Dercks DeWitt, LLC**

The applicant is proposing to rezone property located at Schmidt Rd. and County Road N, from General Agricultural [AG] to Single Family Residential (Sewered), [RS-1]. The Location ID is 39138. The purpose of the rezoning is to make the existing zoning district suitable for the development of Luniak Meadows 2.

The applicant also is proposing to add a Planned Development Overlay [PDO] over Lot 110 of Luniak Meadows 2 at this same location. The PDO will allow for a higher density of residential development for a possible condo development.

The proposed rezoning is consistent with the Comprehensive Plan. The abutting land to the east of this area is the first phase of Luniak Meadows.

MOTION: Van Hefty/Lincoln to approve the Zoning Map Amendment from General Agricultural [AG] to Single Family Residential (Sewered), [RS-1], with a Planned Development Overlay [PDO] over Lot 110 of Luniak Meadows 2, as submitted.

Motion passed 7-0

b) **Update to Harrison Bicycle & Pedestrian Connections Map**

In order to finalize a change to the Bicycle & Pedestrian Connections Map (trail map) as part of the Comprehensive Outdoor Recreation Plan (CORP) a public hearing must be held.

Information from the May 30th Board Meeting

At the May meeting, the Village Board asked staff to revise the trail map to include the following:

1. Trail on Schmidt Rd (From County N to State Park Rd).

Attached to this memo is an updated draft of the Bicycle & Pedestrian Connections Map that includes the four total revised items.

Information from April 18th Meeting:

At the March meeting, the Plan Commission asked staff to revise the trail map to include the following:

1. Trail on Woodland Road (from County N to future Eisenhower Drive). {Note, after reviewing the map, staff is recommending that the trail on Woodland Road extend from County N to Lake Park Road.}
2. Trail on future Noe Road (from Manitowoc Road to Woodland Road).
3. Trail on Hwy 114 (from County N/Firelane 12 to Pigeon Road) to be the recommended location instead of a trail along the railroad tracks (from North Shore Road to Pigeon Road). {Note, staff kept the route along the railroad tracks as a second option in case there was willingness from the property owners to sell or deed land for a trail.}

Attached to this memo is an updated draft of the Bicycle & Pedestrian Connections Map as part of the CORP that includes the three items listed above.

Information from March 21st Meeting:

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

MOTION: Lincoln/Chicoine to approve the draft Bicycle & Pedestrian Connections Map (trail map) as part of the Comprehensive Outdoor Recreation Plan (CORP) as presented. Motion passed 7-0

c) Concept Plan for the former Darboy Club Site

Property owners are asking for input from the Plan Commission on a proposed Shell gas station and convenience store development on the former Darboy Club site, located on the corner of County KK and County N. The concept plan also includes a Baskin Robbins ice cream shop within the convenience store and a tunnel car wash directly west of the convenience store. The proposed location is east of the recently developed Mr. Brews Taphouse.

The property is currently zoned Community Commercial [CC]. Car washes and Gasoline/fueling stations are both conditional uses under the Community Commercial zoning district. This location was under a Development Agreement, dated May 12, 2021, where the Developer agreed to market the property to business other than retail fuel for two years. After two years, any use listed within the Zoning District applied to the property may be approved by the Village. It has been over two years since the agreement has been made and entered.

As this time Staff has no other concept plans or proposals for the development of this property.

MOTION: Chicoine/Mayfield to table the Concept Plan for the former Darboy Club Site to July 18, 2023, meeting.

Motion passed 7-0

d) Report: Zoning Permits

The reports and permits are on file at Village Hall.

9. Set Next Meeting Date

- **Tentatively July 18, 2023 at 6:00 pm**

10. Adjournment

MOTION: Van Hefty/Bartlein to adjourn at 6:28 pm.

Motion passed 7-0

Prepared by: Meghan Winkler, Deputy Clerk/Treasurer

Dated: 06/21/2023