

PLAN COMMISSION MEETING MINUTES

Tuesday, December 09, 2025 at 6:00 PM

Harrison Village Hall
W5298 State Road 114
Menasha, WI 54952

1. Call to Order

2. Pledge of Allegiance

3. Roll Call

Present: Mark Van Hefty, Dennis Perschbacher, Micheal Linzmeier, and Tom Uitenbroek

Excused: Tammy Frassetto, Jim Apitz

Motion made by Linzmeier, Seconded by Perschbacher, to appoint Van Hefty as the chair for the meeting.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

4. Identify Potential Conflicts of Interest

None

5. Public Comments (Non-Agenda Harrison Related Items)

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. It is the policy of the Village that there is a three-minute time limit per person. Time extensions may be granted by the Chair. Please register your name on the sign-in sheet prior to the start of the meeting.

- Ray Smith N9536 Highline Rd-spoke in regard to the land directly across from his and his wishes for it remain single family residential.

6. Corrections and Approval of the Previous Meeting Minutes

a. October 21, 2025, Meeting

Motion made by Linzmeier, Seconded by Perschbacher, to approve the October 21, 2025, Meeting Minutes as printed and circulated.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

7. Convene Meeting and Enter Public Hearing

- a. Zoning Map Amendment (Rezoning) – Michael Philipps/Tim Johnson – N8815 S Coop Rd – Parcel 46992

Motion made by Linzmeier, Seconded by Perschbacher, to enter public hearing.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- a. Zoning Map Amendment (Rezoning) – Michael Philipps/Tim Johnson – N8815 S Coop Rd – Parcel 46992.
No Speakers.

8. Close Public Hearing and Reconvene Regular Meeting

Motion made by Linzmeier, Seconded by Perschbacher, to close public hearing.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

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

- a. Zoning Map Amendment (Rezoning) – Michael Philipps/Tim Johnson – N8815 S Coop Rd – Parcel 46992

Motion made by Linzmeier, Seconded by Van Hefty, to approve the zoning map amendment to rezone a 1.6 acre lot area located at N8815 S Coop Rd-Parcel 46992-from General Agriculture [AG] to Single Family Residential (Suburban) [RS-1]

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- b. Certified Survey Map (CSM) – Jim Boucher – W4626 Schmidt Rd – Parcel 40430.

Motion made by Uitenbroek, Seconded by Perschbacher, to approve the certified survey map to split Parcel 40430 into two separate parcels via a Certified Survey Map (CSM). The subject property is located at W4626 Schmidt Rd, east of the intersection of Hwy 55 and Schmidt Rd. With the following conditions:

1. The existing pole barn shall be restricted to agricultural use per the zoning code until a principal structure is constructed.
2. Construction of any principal structure other than a barndominium will require rezoning Lot 1 to Rural Residential [RR].

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- c. Certified Survey Map (CSM) – Sprangers Family Trust – Highline Rd – Parcel 39012.

Motion made by Linzmeier, Seconded by Van Hefty, to approve the certified survey map to divide Parcel 39012 into two separate parcels via a Certified Survey Map (CSM). The subject property is located on the west side of Highline Rd, directly south of the Harrison Business Park Condominiums.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- d. Certified Survey Map (CSM) – Daniel Stumpf – N8840 S Coop Rd – Parcel 33572.

Motion made by Uitenbroek, Seconded by Perschbacher, to approve to divide Parcel 33572 into two separate parcels via a Certified Survey Map (CSM). The subject property is located at N8840 S Coop Rd, south of the Woodland Rd and S Coop Rd intersection. With the following conditions:

1. Construction of a principal structure on Lot 1 will require rezoning Lot 1 to Single-Family Residential (Suburban) [RS-1]

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- e. Certified Survey Map (CSM) – Crossroads Land Development LLC – Hwy 55 – Parcels 40378, 40398, 40392, 40382.

Motion made by Linzmeier, Seconded by Van Hefty, to approve the proposed CSM to accommodate the area for future development and includes the following actions:

- Dedication of public right-of-way to extend Highline Road east of Highway 55.
- Mapping of the future street, Unison Way, which would access Highway 55 to the north and extend south to Highline Road.
- Adjustment of the lot lines for parcels 40378, 40397, 40392, and 40382.
- Creation of a larger Lot 1 to support future development.
- Recording of a 30-foot ingress/egress easement through Lots 2 and 3.

The proposed CSM area is located east of Highway 55 and includes parcels 40378, 40398, 40392, and 40382. Parcels 40378 and 40398 are zoned Business Park (BP). Parcel 40378 borders Village-owned property to the east and south. Parcels 40392 and 40382 are zoned General Agriculture and currently contain agricultural uses and a single-family residence

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

- f. Report: October 2025 & November 2025 Zoning Reports

All reports are on file at Village Hall

10. Set Next Meeting Date

- a. January 20, 2026 at 6:00 pm

11. Adjournment

Motion made by Linzmeier, Seconded by Perschbacher, to adjourn at 6:13 pm.

Voting Yea: Van Hefty, Linzmeier, Uitenbroek, Perschbacher

Motion Carried 4-0

Minutes Submitted by:

Jen Tenor, Deputy Clerk

December 11, 2025