Village of HARRISON
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PLAN COMMISSION MINUTES

Tuesday, August 18, 2026 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: Tammy Frassetto Mark Van Hefty, Dennis Perschbacher, Tom Uitenbroek, Jim Apitz, and Tony Schumacher

   Excused: Mark Van Hefty and Michael Babbitts.

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 President. Please register your name on the sign-in sheet prior to the start of the meeting.

   Ray Smith - N9535 Highline Road - Spoke regarding property across the road from him, would like for it to remain Single Family Residential and not commercial.

6. **Corrections and Approval of the Previous Meeting Minutes**

   a. July 21, 2026 Meeting Minutes

      Motion made by Schumacher, Seconded by Perschbacher, to approve the Meeting Minutes from July 21, 2026.

      Voting Yea: Apitz, Uitenbroek, Perschbacher, Schumacher
      Voting Abstaining: Frassetto

      Motion carried 4-0-1.

7. **Old Business for Discussion, Consideration, and/or Action**

   None at this time

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

a. Site Plan Review – Accurate Edge Softball – W4867 & W4856 Crossroads Ct – Parcels 47028 & 47030 – Crossroads Business Park

Motion made by Uitenbroek, Seconded by Apitz, to approve the site plan with the following conditions. The conditions below must be met before the site plan permit is issued.

1. The proposed two-lane drop-off and pick-up area shall not be used for permanent parking, as it serves as a fire apparatus access road and shall maintain an unobstructed width of not less than 20 feet.
2. A detailed site plan review, pursuant to Article XIII of the zoning ordinance, shall be completed prior to issuance of zoning and building permits.
3. The site plan is subject to the review and recommendations of the Village of Harrison's engineer(s) of record.
4. A grading/drainage stormwater management plan and erosion control plan shall be reviewed and approved by the Village engineer and Village staff.
5. Only those uses permitted in the applicable zoning district shall be allowed within the development.
6. All applicable local, County, and State rules, regulations, and ordinances shall be met.

Voting Yea: Frassetto, Apitz, Uitenbroek, Perschbacher, Schumacher

Motion carried 5-0.

b. Final Plat – Mueller Farm Estates – Mueller Farm Development, LLC – Woodland Rd – Parcel 33598

Motion made by Uitenbroek, Seconded by Apitz, to approve the Final Plat for the Mueller Farm Estate, subject to the following conditions:

1. Documentation of any wetland remediation shall be provided to the Village.
2. Any changes to the drainage plan shall require approval of a revised drainage plan prior to implementation.
3. Erosion Control Silt Fence shall be installed, in accordance with State Specifications, along the right-of-way line of all streets prior to roadway acceptance.
4. All lots shall be provided a storm sewer lateral for sump pump discharge.
5. All drainageways, drainage easement, and associated infrastructure shall be installed, graded, and seeded prior to roadway acceptance.
6. All utilities, including but not limited to, sanitary sewer, water, storm sewer, gas, electric, cable, phone, shall be installed prior to roadway acceptance.

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7. If applicable, wetland remediation documentation, determinations, and/or studies shall be provided to the Village.
8. Benchmarks shall be established on all hydrant tag bolts.
9. The Grading/Drainage Plan shall identify elevations of ground at the foundation.

Voting Yea: Apitz, Uitenbroek, Perschbacher, Schumacher
Voting Nay: Frassetto

Motion carried 4-1.

c. Zoning Map Amendment (Rezoning) – Milis Enterprise, LLC – East of Dallas Dr – Part of Parcel 40340

Motion made by Schumacher, Seconded by Perschbacher, to deny the requested zoning map amendment for part of Parcel 40340 from General Agriculture [AG] to Rural Residential [RR], because the requested zoning classification is inconsistent with the current Village of Harrison Comprehensive Plan, and no other comprehensive plan amendment has been recommend or adopted to support the request rezoning.

Voting Yea: Frassetto, Apitz, Uitenbroek, Perschbacher, Schumacher

Motion carried 5-0.

d. Report: July 2026 Zoning Report

All reports are on file at Village Hall.

9. Set Next Meeting Date

a. September 22, 2026 at 6:00 pm

10. Adjournment

Motion made by Apitz, Seconded by Perschbacher, to adjourn the meeting.

Voting Yea: Frassetto, Apitz, Uitenbroek, Perschbacher, Schumacher

Motion carried 5-0.

Minutes submitted by:

Meghan Winkler, Clerk/HR Manager

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