

**Village of Holmen  
Planning Commission Minutes  
January 28, 2020**

Village President Barlow called the Planning Commission meeting to order at 6:30PM on Tuesday, January 28, 2020. Present were commission members Barlow, Stanek, Rugroden, Anderson, Appold, and Grokowsky; along with advisory members Administrator Heinig and Engineer Dahl. Member Kertis was excused. Also in attendance: Mike Campbell, Rob Kudick, Kris Mueller, Buck Manley, Chue Lor, Chia Thao, Doug Ramsey, Kris Roppe, and Nancy Proctor.

**Public Hearings:**

Change of Zoning (Rezoning) Petition from Mathy Construction Company from (A) Agricultural District to (B-2) General Business District, for approximately 20 acres, immediately East of Schaller Blvd. and North of Hwy. 35

**Motion by Appold, seconded by Grokowsky** to open the public hearing for the above referenced item. Carried 6-0:

**Motion by Stanek, seconded by Anderson** to close the public hearing, as no comments were made. Motion carried 6-0.

**Approval of the November 26, 2019 Minutes:**

**Motion by Appold, seconded by Grokowsky** to approve the minutes of the November 26, 2019 Meeting. Carried 6-0.

**Public comment:**

None

**Agenda Items:**

**Possible Action and Recommendation on Annexation Petition from Marilyn Lindemann for 88.34 acres (Parcels 10-420-0 and 10-406-1) along Hwy. 35 from the Town of Onalaska**

Administrator Heinig explained the location and boundaries of the proposed annexation. The area is within and consistent with the Village comprehensive plan and with the Town of Onalaska boundary agreement. He stated that parcel has development interest and that annexation is the first step to developing the area. The area will require an access agreement with the DOT which may take some time. He further explained that this petition has been reviewed by the Wisconsin Department of Administration and found to be in the public interest. He stated that he had no concerns and recommended its approval.

**Motion by Anderson, seconded by Stanek** to recommend to the village board the approval of the annexation petition from Marilyn Lindemann for 88.34 acres (Parcels 10-420-0 and 10-406-1) along Hwy. 35 from the Town of Onalaska. Carried 6-0.

**Possible Action and Recommendation on Change of Zoning (Rezoning) Petition from Mathy Construction Company from (A) Agricultural District to (B-2) General Business District, for approximately 20 acres, immediately East of Schaller Blvd. and North of Hwy. 35**

Administrator Heinig outlined the rezoning petition by Mathy Construction. The request to rezone from agriculture to B-2 general business is comp plan compliant and consistent with Holmen's growth plan. He outlined the adjacent properties zoning and future zoning. Staff received no comments and there were no public comments on the proposed rezoning. He stated that he had no concerns and recommended its approval.

**Motion by Rugroden, seconded by Appold** to recommend approval of the Change of Zoning (Rezoning) Petition from Mathy Construction Company from (A) Agricultural District to (B-2) General Business District, for approximately 20 acres, immediately East of Schaller Blvd. and North of Hwy. 35 Carried 6-0.

**Possible Action and Recommendation on Preliminary Plat of Bluffview Business Park Phase Two**

Administrator Heinig explained that this plat is on the same property the previous agenda item considered to rezone. The Preliminary Plat is for 5 business lots immediately north of State Highway 35 and will be accessed from Schaller Boulevard. He pointed out to the committee that a temporary stormwater containment area will need to be established on the adjacent property since there was no such provision on the plat. He added that Mathy also owns the adjacent property so they can grant that permission. He stated that he had no further concerns and supports the plat's approval.

Member Barlow asked if the containment area would accommodate the entire development or just the roadway. Administrator Heinig stated the containment would be for the roadway only, each parcel would have to account for their stormwater at the time of their development.

**Motion by Anderson, seconded by Rugroden** to recommend approval of the preliminary plat of Bluffview Business Park Phase Two to the Village Board contingent upon a temporary stormwater containment area be created on the adjacent property. Carried 6-0.

**Possible Action on SPAR (Site Plan & Architectural Review) Petition from HSR Associates for Viking Elementary School Addition on East Wall Street.**

Administrator Heinig explained that this proposal is for a small addition to the Viking Elementary School specifically a new front addition. He explained the materials, colors and signage were selected to match the existing building and were consistent with the rest of the school district's buildings. The landscaping and lighting plan submitted meet the formula requirements for the size of the addition.

**Motion by Appold, seconded by Stanek** to approve the SPAR (Site Plan & Architectural Review) Petition from HSR Associates for Viking Elementary School Addition on East Wall Street. Finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 5-0. Member Grokowsky abstained.

**Possible Action on SPAR (Site Plan & Architectural Review) Petition from DBS Group for Boys & Girls Holmen Club at old Festival Foods location on Holmen Drive.**

Administrator Heinig explained that this proposal is for the renovation of the old Festival Foods store, as well as the addition of two new gymnasium buildings. He explained the material proposed was split faced block which isn't normally acceptable for the corridor, but the typical material selections are not realistic for the size of the proposed building. He stated that the existing smooth block south wall of the building would remain in-tact, but said that it would be painted to match the new building color. He pointed out that the signage displayed on the slide had been merged into one sign over the doorway. He also added that the fencing surrounding the lot in the walk-up area was a vinyl coated chain link fence which is better suited for the purpose than the typical required vinyl panel fencing. The landscaping and lighting plan submitted meet the formula requirements for the size of the new building only since space is limited and the lot will remain unchanged.

Member Stanek asked if the fence height was greater than 6'. Administrator Heinig stated that the fence was not over 6'.

Member Barlow asked if the large roadside sign would be changed. Administrator Heinig stated that the current sign is non-conforming, thus the top of the sign will be removed and the bottom will remain to become compliant.

**Motion by Appold, seconded by Stanek** to approve the SPAR (Site Plan & Architectural Review) Petition from DBS Group for Boys & Girls Holmen Club at old Festival Foods location on Holmen Drive. Finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 6-0.

**Possible Action on SPAR (Site Plan & Architectural Review) Petition from DBS Group for Hope Stay Memory Care on Circle Drive**

Administrator Heinig explained the location and purpose of the proposed building. He added the materials and signage for the proposed building were completed nicely. He explained the parking for the facility is adequate for its proposed use, and that it could be expanded in the future if the use would change.

Member Barlow asked if a building of its type would fit within B-2 zoning. Administrator Heinig explained that these types of buildings are allowed in commercial and residential areas. He added that it fits within the diversity of neighboring property uses.

**Motion by Anderson, seconded by Stanek** to approve the SPAR (Site Plan & Architectural Review) Petition from DBS Group for Hope Stay Memory Care on Circle Drive. Finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 6-0.

**Updates and other informational items from and before the Planning Commission:**

Member Rugroden informed the commission that he will resign his seat when his term finishes in March.

**Adjourn:**

**Motion by Anderson, seconded by Appold** to adjourn at 7:07 pm. Carried 6-0.

Minutes prepared by Chris Dahl, Village Engineer

# Planning Commission

Jan 28 2020

	Name	Address
1	MIKE CAMPBELL	401 10 <sup>TH</sup> BANGOR WI
2	ROB KUDICK	920 10 <sup>TH</sup> AVE North, ONASKA, WI
3	Kris Mueller	1019 Melfugh Holmen, WI
4	Bryanley	710 Main St Holmen, WI
5	Chue Lot	419 Sand Lake Rd, suite H Onaska, WI
6	Chia Thao	419 Sand Lake Rd, Ste H, Onaska, WI
7	Doug Ramsey	100 Milwaukee St, LAX, WI
8	Kris Rapp	201 Main St La Crosse, WI
9	Nancy Frost	408 1 <sup>ST</sup> Ave E, Holmen
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