

**Village of Holmen
Planning Commission Minutes
May 30, 2017**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday, May 30, 2017. Present were commission members Proctor, Stanek, Rugroden, Ebner, Grokowsky, Appold and Johnston, along with advisory members Administrator Heinig and DPW Olson. Also in attendance were Dustin Weiss, Kyle Olson, Chuck Olson, Rick Durst, Pat Ries, Paul Menches, Karen & Chad McCathie, Chris Walters, Bob Stupi, Ruth Monski, Chris Butler, Ya Sayaovang, Sheri Betz, Dane Cayler, Doug Klevke, Joel Barclay, Scott Kopp, Dan Miller, Steve Olson and Pat McKnight.

Public Hearing

- 1) Rezoning Petition from Ben Thorud of 89.86 acres off Hwy 35 from B-2 (General Business District) and A (Agriculture District) to R-1 (Single Family Residential District) and R-5 (Multi-family District) and R-6 (Duplex/Twindo Residential district and B-2 (General Business District) mixed in accordance to the Proposed McGilvray Park Preliminary Plat.

This request is for a rezone of property located south of STH 35 and west of USH 53 from Agricultural and Business to a mix of Single Family Residential, Multi-family residential, Two family residential and Business uses. Administrator Heinig explained where each zoning classification was defined on the copy of the Preliminary Plat that was submitted for the project. The zoning requested for these areas is consistent with the Comprehensive Plan. All property owners adjacent to the project were notified of the Public Hearing.

Motion by Ebner, second by Johnston to open the Public Hearing – carried unanimously.

Chuck Olson – 308 Grant Street – Mr. Thorud has owned the property for many years and has decided to move forward with a plan to reconfigure the previously platted Holland Business Park, as well as adding a plan to develop the remaining land to the west.

Dan Miller – 7 Bridges Bank – The bank has been established in this area for some time and they welcome the idea of having new neighbors. He feels the plan is a great idea.

Paul Menches – 1107 Western Avenue – As Fire Chief, he appreciates the opportunity to comment on the development and hopes to work with staff to create a good project. In general he likes the plan.

Ruth Monski – N7631 CTH XX – She and her husband were the previous owners of the property, and sold the land to Larry Bruesky with the understanding it would be used for commercial purposes. She is not excited to have 200 plus homes as neighbors. Over the years, she has found numerous arrowheads and other artifacts and hopes the review process will include some form of archaeological investigation.

Dave Cayler – W7912 Tulip Lane – He asked if Rotterdam will be extended and connected to Highway 35. He also asked if sewer and water were planned to be extended south into the existing development and if the residents would be required to hook up to the municipal system.

Bob Stupi – N7577 CTH XX – He is concerned with the density of the development. He likes the plan, but the adjacent properties are larger parcels and hopes the development can include larger lots. The Town of Holland typically sees homes with higher values because of the larger parcels.

Dustin Weiss – W7972 Tulip Lane – He is concerned with the traffic on CTH XX and on STH 35. 200 homes results in about 400 cars traveling in and out. He also feels the density of the development is an issue.

Motion by Ebner, second by Johnston to close the Public Hearing – carried unanimously

- 2) Ordinance by the Village of Holmen modifying site plan and architectural requirements in both the general Village and in the South Holmen Drive Corridor and in the Seven Bridges Architectural District.

The Village is reviewing adding some flexibility in the architectural requirements for light industrial areas, like in TIFF #2.

Motion by Ebner, second by Johnston to open the Public Hearing – carried unanimously.

Paul Menches – 1107 Western Avenue –Chief Menches spoke to possible issues regarding another item on the agenda, but had no comments pertinent to updating the ordinance.

Motion by Stanek, second by Ebner to close the Public Hearing – carried unanimously

Motion by Johnston, second by Grokowski to approve the minutes of the April 25, 2017 meeting – carried unanimously.

Public Comment

Bob Stupi – N7577 CTH XX – He has additional items to add to his comments in the public hearing. He is concerned with the lighting plan for the future development. He also pointed out the Scenic Easement that exists along Highway 35, and that CTH XX is designated as a “Rustic Road”.

Kyle Olson – 1407 Kane Street, La Crosse – He is here to answer any questions related to item #10

Rick Durst – 508 Ryan Street – He is dissatisfied with the progress on the Ryan Street project. He has weeds growing in front of his house and there is additional concrete work that needs to be finished. He feels a Dead End sign should be placed at the intersection to let people know this is not a through street. He also thought that item #9 on the agenda did not provide enough information for the general public to understand what was being considered at the meeting.

Chad McCathie – W55548 Olson Road - Mr. Durst stopped his contractor from finalizing the landscaping in front of his house last fall. He and DPW Olson have discussed the issue and he has granted DPW Olson to work with his landscaper to get this wrapped up. Regarding item #9 on the agenda, this plat is being done to allow purchase of the individual units. The original plan for the project was to create townhomes that could be owner occupied, as opposed to rental units. This plat is the only way lending institutions will permit that to happen.

Chief Menches – The Village needs to create a Fire Department checklist for residential and commercial developments to be more efficient with the review process. He has already formulated a checklist for commercial properties, and feels that can easily be modified to address residential as well. We need a process to keep up with the progress and catch issues in the design process, not after the fact.

Agenda Items

#5 Action and Recommendation on Rezoning Petition from S&J Properties (Jim Christianson) of 29.39 acres off Old 93 from A (Agriculture District) to R-1 (Single Family Residential District).

This property is located north of Old 93, west of USH 53, across from the McHugh farm. The public hearing for this item was held at the last Planning Commission, however no action was taken so as to allow the Town of Holland to review and comment on the request. The owner was the only one comment at the public hearing, speaking in favor of the project. The zoning requested is in compliance with the Comprehensive Plan and staff has no objections to the request.

Motion by Johnston, second by Stanek to recommend approval of the rezoning to the Village Board – carried unanimously.

#6 Action and Recommendation on Proposed Preliminary Plat of Seven Bridges Addition.

This is a Preliminary Plat for the property in Item #5. The Preliminary Plat was reviewed by the Town of Holland and they had two comments. They ask for an accel/decel and bypass lane be constructed on Old 93 at the entrance to the development. The Town also asked that the Village and Town establish some sort of maintenance agreement for Old 93 from this point forward, and staff supports both comments. Sanitary sewer and water have been extended to the south side of Old 93 and would be used to provide service to the property. A lift station is planned in the development to serve this property, as well as

other properties to the north. A 25 foot by 25 foot sanitary easement shall be added to the plat, at the southeast corner of Lot 15, off Brooklyn Place for the placement of the lift station. Outlot #1 is to be used as a park area, with additional land to the west being added to create a regional park in this area. The original proposal included a rural street section, but there is no support for modifying the Village Standards to allow this. Using the standard street section, the right of ways can be reduced to 60 foot width, however staff recommends the main entrance road be maintained at 66 foot right of way width. There are areas that transition into the rural road sections in the Town and there is an opportunity to be creative in how that transition takes place, but we should maintain a consistent right of way width in these areas, matching the existing. As an example, Devon Place shall have a 66 foot right of way. Additional conditions that were stated at the last Planning Commission meeting included - Lot 59 has an incorrect dimension on the front property line, and there will need to be a drainage easement along one of the lot lines that leads toward Outlot 2. The location of that easement will be dictated by the road plans and drainage design. The drainage design must include drainage for the entire plat and additional detention areas and easements as needed if Outlot 2 alone cannot handle the volume.

Motion by Johnston, second by Grokowski to recommend approval of the Preliminary Plat, requiring the use of the Village standard street section, and other conditions brought forth during discussion, and as listed above. Member Ebner was not comfortable utilizing the modified street cross section presented at the previous meeting. There are developers that have been required to include curb and gutter in their projects and he felt this option did not provide equity for the different development projects. Both Member Johnston and Chair Proctor agreed with member Ebner. The motion carried unanimously.

#7 **Action and Recommendation on Rezoning Petition from Ben Thorud of 89.86 acres off Hwy 35 from B-2 (General Business District) and A (Agriculture District) to R-1 (Single Family Residential District) and R-5 (Multi-family District) and R-6 (Duplex/Twindo Residential district and B-2 (General Business District) mixed in accordance to the Proposed McGilvray Park Preliminary Plat.**

The proposed zoning on this project will include breaking up the existing industrial park to create larger commercial parcels. To the east of this project lies the Grasslands project - a multi-family luxury apartment complex. The extension of prairie Place to the west affords an opportunity to transition with a lower density multi-family area comprised of townhomes and/or condos. The transition continues from the multi-family residential to a two family (Twindo) area, then to the single family area west of Rotterdam. This zoning is consistent with the Comprehensive Plan and staff supports the request.

Motion by Johnston, second by Ebner to recommend approval of the rezoning to the Village Board – carried unanimously.

#8 **Action and Recommendation on Proposed Preliminary Plat of McGilvray Park.**

Administrator Heinig elaborated on some issues mentioned during the Public Hearing that relate to the roads and lot configuration. Rotterdam is expected to connect to Highway 35. The plan is to extend utilities to serve this development, as well as extending the availability of service to portions of the Town of Holland if residents choose to hook up. This is not something that the Village would force on Town of Holland residents. Regarding densities, developing a 2 acre lot with municipal services is not financially feasible. The proposed lots are larger than the minimum standard lot for single family residential parcels.

There are also a number of concerns staff has regarding the document submitted (for implementation on the Final Plat design):

1. Reduce the bend in Staphorst Lane, straightening the roadway slightly, by making lot 3 smaller and lot 4 larger (in the commercial areas).
2. The proposed R-5 lots 1-8 currently contain several inconsistent lot sizes; equally divide the 8 lots into 7 lots of approximately 175' width, so as to ensure sizable parcels for true multifamily purposes.
3. The proposed R-6 lots must shift over entirely by approximately 10' toward the commercial and multifamily areas to accommodate the additional width needed for the existing power easement (essentially make lots 17, 14 and 22 wider).
4. In the proposed R-6 area, remove lots 15 and 16, as no drive approaches should be intentionally planned along Rotterdam and the parkland to the west may tie into the storm water green area cohesively.
5. Within the R-1 Single Family areas:
 - a. Block 2: Combine lots 5-10 (6 lots) into five lots at approximate 100' widths.
 - b. Block 2: Lots 14 and 15 must be restricted on the plat to no more than a 24' drive approach.
 - c. Block 3: Remove 10' from lot 1 and add 10' to lot 12.
 - d. Block 5: Combine lots 9, 8 and 7 into two lots only.
 - e. Block 5: Combine lots 3-6 into three lots only.
 - f. Shorten Span Court slightly to allow for cul-de-sac depths and alter the ROW to the West slightly to ensure lot consistency for building footprints.
 - g. "Wall Avenue" must be renamed to another street name that does not currently exist in the Village; and a separate new name must be suggested for each the North/South section of ROW and the East/West section of ROW to ensure appropriate addressing.
6. CTH XX and Hwy. 35 must have full bypass and deceleration lands with the intersecting roadways into the new subdivision.
7. A divided median shall be created as shall be required by the Village on both Rotterdam and Staphorst to a reasonable point within the subdivision, within the cross section of each road ROW.

Member Growkowski asked how density of developments is evaluated. Density for different aspects of zoning is defined within the Comprehensive Plan. The minimum lot width is 80 feet, but homes being built in Holmen would not fit on a lot that size.

Member Stanek asked if someone could buy two lot and place a larger home on the two lots? Yes, that would be an option. This was done recently in the Deerwood Subdivision.

DPW Olson mentioned that comments from the Department of Transportation and County Highway Department had not been received as yet, but we are expecting comments from both agencies related to access to State and County highways. In reference to the possibility of archaeological artifacts, the site will be evaluated as part of the Department of Natural Resources permit application process.

Motion by Ebner, second by Stanek to recommend approval the Preliminary Plat, contingent upon incorporating the comments presented by staff, as listed above – carried unanimously.

#9 **Action and Recommendation on Proposed Final Plat of Mossy Oak Townhomes.**

The document presented reflects a further division of the townhomes being constructed by Chad McCathie on Ryan Street. The plan is to sell each townhome for individual ownership, but lending institutions are reluctant to provide loans unless there is a defined boundary that can be attached to the parcel. This plat represents dividing each unit along the common wall to create the separate parcels to comply with the needs of the lending institutions. This Plat does not impact adjacent property or zoning requirements of the site's PUD, and staff has no concerns with the document submitted.

Motion by Stanek, second by Johnston to recommend approval of the Final Plat, as presented – carried unanimously.

#10 **Action on Petition for Site Plan & Architectural Review (SPAR) for the “Shoppes at Hale” at the corner of Hale Drive and Viking Avenue.**

This proposed building is to be located at the southeast corner of the Festival development site. The proposal represents a mini-strip mall and is a well-planned project. The design meets standards for this area, with decorative stone on the facade, along with some eifs and some awnings. The site plan shows parking around the building , with a drive lane for possible drive through service. Lighting and signage will both be placed on the building.

Motion by Johnston, second by Rugroden to approve the Site Plan, finding the purposes and guidelines of SPAR review have been reasonably met regarding the entire proposed site plan, all external building colors and materials and designs, the overall proposed site landscaping and the overall proposed site lighting - carried unanimously. A copy of the submittal has been attached to these minutes.

#11 **Action on Petition for Site Plan & Architectural Review (SPAR) for “Little Feet and Helpful Hands Day Care” on Circle Drive.**

This site is located at the northwest corner of Circle Drive. The design incorporates Smart siding and decorative masonry on the front and sides. A 6 foot high vinyl fence is proposed to the south of the building to create a secure paly area outside. Parking is marginally sufficient, but for this type of use, we can expect there will be peak times when parking cannot be satisfied. If the site were to transform to another type of use, the play area could be converted for additional parking. This is not an architecturally controlled area and the proposal meets all aspects of the design requirements for the area.

Motion by Johnston, second by Appold to approve the Site Plan, finding the purposes and guidelines of SPAR review have been reasonably met regarding the entire proposed site plan, all external building colors and materials and designs, the overall proposed site landscaping and the overall proposed site lighting - carried unanimously. A copy of the submittal has been attached to these minutes.

#12 **Action on Petition for Site Plan & Architectural Review (SPAR) for “Verve Credit Union” on Hale Drive and Main Street.**

This site plan was reviewed and approved earlier, but the developer is proposing modifications that are necessary to create some cost savings. The front horizontal beam is modified, using a different material. The original plan had a upper window that is being replaced with a brick wall, consistent with the brick on other parts of the building. The most significant change is the modification to the roof. The original proposal had a standing seam steel roof that is now changed to a shingle type roof of comparable color. A shingle roof is an acceptable design component, but a change of this magnitude requires another review of the SPAR Board.

Motion by Ebner, second by Johnston to approve the modifications to the Site Plan, - carried unanimously. A copy of the submittal has been attached to these minutes.

#13 **Action on Petition for Site Plan & Architectural Review (SPAR) for “EPC LLC” – Warehouse Addition on Ryan Street.**

This site is located on the east side of Ryan Street, south of Amy Drive. This is a simple garage addition in front of the existing warehouse. A Smart siding bottom is proposed all around, with steel siding upper.

Motion by Rugroden, second by Stanek to approve the Site Plan, finding the purposes and guidelines of SPAR review have been reasonably met regarding the entire proposed site plan for this area, all external building colors and materials and designs, the overall proposed site landscaping and the overall proposed site lighting - carried unanimously. A copy of the submittal has been attached to these minutes.

#14 **Action and Recommendation on Ordinance update by the Village of Holmen modifying site plan and architectural requirements in both the general Village and in the South Holmen Drive Corridor and in the Seven Bridges Architectural District.**

There were no comments regarding this item at the Public Hearing held earlier in the meeting. Staff has been working with MSA to update the document, but we are not satisfied with the document at this time. There are additional items to be addressed, and staff recommends tabling action on this item until the next Planning Commission meeting.

Motion by Ebner, second by Grokowski to table this item until the June Planning Commission meeting - carried unanimously.

Motion by Appold, seconded by Johnston to adjourn at 7:50 PM - carried unanimously.

Dean K. Olson
Director of Public Works