

**Village of Holmen
Planning Commission Minutes
September 26, 2017**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday, September 26, 2017. Present were commission members Rugroden, Stanek, Ebner, Grokowsky, Appold and Johnston, along with advisory members Administrator Heinig and DPW Olson. Dean McHugh and Pat McKnight were also in attendance.

Public Hearing - None

Motion by Johnston, second by Stanek to approve the minutes of the August 29, 2017 meeting – carried unanimously.

Public Comment - None

Agenda Items

#5 Action and Recommendation on Ratification of Final Site Plan and Architectural Review Manual.

Staff has been working on modifications to the Site Plan and Architectural Review (SPAR) manual, updating the document to include more appropriate design standards for certain districts. There were no comments in favor or against these modifications at the public hearing that was held earlier. The modifications discussed at previous meetings have now been incorporated into this final document.

Member Stanek asked if this revised manual relaxed the standards in industrial park areas. Yes, this addressed standards for TIF #2, the South Holmen Drive corridor as well as industrial areas.

Motion by Ebner, second by Stanek to recommend ratification of the SPAR manual to the Village Board - carried unanimously.

#6 Action and Recommendation on Jerrod Johnson Annexation of 167+ acres from the Town of Holland along Glomstad Road.

Jerrod Johnson has petitioned to annex 167 acres located along Glomstad Road to the Village. The property is located north of Star Hill along CTH V. The application has been prepared and submitted to the Department of Administration. Annexation of this land is in conformance with the existing boundary agreements with the Town of Holland and the Town of Onalaska.

Motion by Johnston, second by Stanek to recommend approval of the annexation to the Village Board, contingent upon receiving a favorable determination from the Department of Administration.

Member Ebner asked how the area would be served by utilities. There would be a need to install a lift station that would serve this property, as well as future service areas in the vicinity. Member Grokowski asked if the Village has a policy for preservation of farmlands and blufflands. The owner of the land decides what they would prefer to do with the land. If the decision is made to develop the property, the Village then works with the developer to assure a quality well planned development is created. The Village Code limits development of land when the slope of the land exceeds 12%. This, along with the pressure limits of our water supply system protect the bluff areas.

The motion carried unanimously.

Motion by Ebner, seconded by Johnston to adjourn at 6:42 PM - carried unanimously.

Dean K. Olson
Director of Public Works