

**Village of Holmen
Planning Commission Minutes
June 25, 2013**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday June 25, 2013. Present were commission members Proctor, Szak, Johnston, Stanek, Olson, Kulchinski and Evenson, along with advisory members Administrator Heinig and DPW Olson. Also in attendance were Leroy Holley, Richard Berg, Tom Hundt and Roz Hundt.

Motion by Szak, seconded by Kulchinski to approve the minutes of the May 28, 2013 meeting - carried unanimously.

Public Comment

There were no public comments.

Agenda Items

#4 – Possible Action and Recommendation on Richard Beyer CSM.

Administrator Heinig provided background for the property on Sand Lake Road that was recently approved for a PUD. The existing residence on the property is being broken out as a separate parcel (Lot 1) leaving the remaining for the 6-unit building that was approved. Motion by Olson, second by Evenson to recommend approval of the CSM. Olson asked if This process was done backwards – should the parcel split have been done first and then the PUD? That would have been another way to do this, but the end result is the same. Director Olson reminded the commission that as part of the PUD approval, only one drive access to the original parcel was permitted and that should not change as a result of the parcel split. The motion carried unanimously.

#5 – Possible Action and Recommendation on Leroy Holley CSM.

Administrator Heinig explained this CSM is being submitted to create an additional lot along First Ave. E. The original width of Lot 6 is approximately 78 feet and the minimum standard width is 80 feet. A 3 foot wide strip of land was obtained from the property to the north by means of a Quit Claim deed, creating a new width of 81 feet. Motion by Olson, second by Szak to recommend approval of the CSM – carried unanimously.

#6 – Other items that may come before the commission.

Member Olson asked if the recent information related to the Town of Onalaska's incorporation as a municipality would require extra Planning Commission meetings. Administrator Heinig explained the rules for Incorporation and how that action could affect properties that may wish to annex to the Village. After some discussion, it was determined no special meetings will be needed at this time.

Motion by Olson, seconded by Szak to adjourn at 7:25 PM - Carried unanimously.

Dean K. Olson
Director of Public Works