

Village of Holmen
Planning Commission Meeting Minutes
May 31, 2011

Present were commission members Nancy Proctor, Robert Haines, Kevin Evenson, Dan Moser & Bill Ebner, while Tony Szak was excused. Also present were Asst. Director of Public Works Ben Spanel, Andrew Bremer of MSA Professional Services and landowners Robert Chalsma & David Harter. The administrator was not present as that position is currently vacant.

- 1) Chair Nancy Proctor called the meeting to order at 6:30 p.m.
- 2) Haines motioned to approve the minutes of the May 12, 2011 special meeting as presented. Evenson seconded & the motion carried unanimously.
- 3) Public Comment – David Harter, owner of a sand quarry at N6200 CTH XX (parcel 10-1449-2), spoke regarding the land use shown for his property in Holmen's Comprehensive Plan, which currently shows his property as intended for mostly residential land use with a small portion of mixed-use. Harter stated the current zoning of his property is "industrial" and he had no intention of pursuing residential development of his property in the future. Harter did indicate that annexation to the Village someday was a possibility but if that did occur he envisioned a commercial land-use. Harter requested that the future land use shown in the Village's Comprehensive Plan be changed to reflect the current industrial land use.
- 4) Final plat approval request for W. Ponderosa Dr. development – Haines explained that the preliminary plat for this development was approved several months ago and that there were no significant changes between the preliminary and final plats. Motion by Haines to recommend approval of the final plat of West Ponderosa Drive by the Village Board. Seconded by Moser and the motion carried unanimously.
- 5) Zoning ordinance amendments for T.I.D. #2 as proposed by MSA – Bremer presented the commission with project updates dated May 31, 2011 for the South Corridor Project and for the T.I.D. #2 project, and explained the progress-to-date on each project. Bremer explained that there were 3 phases of the South Corridor project, and that MSA was proposing several changes to Holmen's zoning code needed to allow for the implementation of the Seven Bridges Master Plan previously prepared by Schreiber Anderson Associates. The proposed zoning code changes were presented in an MSA memo dated May 18, 2011 with Bremer explaining the need for each change. Haines commented that MSA's proposed reduction in setback requirements for several zoning categories could result in an overall reduction in green space at new developments. Haines also commented that the B-1 and R-3 categories were essentially created to allow pre-existing development to be legally conforming to the code and that no newly developed areas were expected to be allowed to use these categories. Haines & Bremer mutually agreed that perhaps the creation of a new zoning category to accommodate "townhome" development was preferable to changing the existing R-7 "condominium" category. Haines & Bremer also agreed that the creation of a new business zoning category to accommodate "neighborhood commercial" development in T.I.D. #2 was appropriate, and that the assisted living/managed care land-use was better suited to the B-2 category and should be moved there from the current R-5 "multi-family" category.

Bremer also indicated a need to edit & reorganize SAA's Seven Bridges Master Plan, which MSA was willing to do via a time & materials agreement not to exceed \$2500. Haines agreed that the

SAA document was poorly written with numerous grammatical errors, lots of redundancy & inconsistent use of names & terminology. Haines recalled that errors & inconsistencies were repeatedly pointed out to SAA during the review process but that SAA was unresponsive to Village requests for corrections/changes. Motion by Moser to recommend that the Village Board implement all of the zoning code changes proposed by MSA. Seconded by Evenson & the motion carried unanimously.

- 6) No other items were brought before the Commission. – No other items were discussed.
- 7) Motion to adjourn by Moser, seconded by Evenson, and approved unanimously at 7:37pm.

Robert A. Haines, P.E. – Director of Public Works