

Village of Holmen  
Planning Commission Meeting Minutes  
March 29, 2011

Commission members Nancy Proctor, Robert Haines, Elaine Nelson, Kevin Evenson & Howard Olson were present. Member Tony Szak was excused & 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) Nelson motioned to approve the minutes of the February 22, 2011 meeting as presented. Olson seconded & the motion carried unanimously.
- 3) Public Comment – none occurred.
- 4) The CSM request for 659 Commerce St. was discussed, with Haines indicating the lot size & frontage were adequate. Mike Niles stated that the property was zoned heavy industrial before it was annexed into the Village. Haines also indicated that since Niles had not yet completed the sale of the CSM-portion of the property to Matt Runde that CSM approval should be contingent upon the completion of the transaction.

Evenson motioned to recommend to the Village Board approval of the above referenced CSM contingent upon completion of the pending sale to Runde. Seconded by Haines & the motion carried unanimously.

- 5) The rezoning request for 659 Commerce St. from M Manufacturing to B-2 Highway Business District was discussed with Haines indicating that the nearby lot at 315 Ryan St. had been similarly rezoned in the past. Runde explained his proposal to build a 75'x100' gym to be used by the Holmen Youth Wrestling Club, with a small area containing fitness equipment expected to be used by parents attending youth practices. Haines also indicated the rezoning was consistent with the Village Comprehensive Plan, which shows the land use as commercial/light industrial for that site.

Nelson motioned to recommend to the Village Board approval of the above referenced rezoning contingent upon completion of the pending sale to Runde. Seconded by Olson & the motion carried unanimously.

- 6) The CSM for the Adamson property just S. of 300 S. Holmen Dr. was discussed, with Haines indicating that lot sizes & frontages were adequate but that County approval of the proposed driveway was required. Tim Adamson stated that County approval had been obtained @ 2 months ago, and that lot 2 was being purchased for construction of the Be Fit gym.

Evenson motioned to recommend to the Village Board approval of the above referenced CSM. Seconded by Nelson & the motion carried unanimously.

- 7) The rezoning request for the 2 parcels on the E. side of the future extension of Cherry La. near Commerce St. was discussed, with Haines indicating the Village had not yet completed the sale of the property to Cherry Street Development LLC. Haines also stated the proposed rezoning was consistent with the Village Comprehensive Plan as R-7 zoning is considered one of the types of transitional residential land use. Dale Grosz explained his intent to construct 20-25 condominiums on the properties that would be similar to the 1-story condos on Grant St. except that these would

have walk-out basements. Grosz also indicated each unit would be have a 1<sup>st</sup> floor area of @ 1200sf, and that the closing had been scheduled for next week.

Olson motioned to recommend to the Village Board approval of the above referenced rezoning request contingent on the completion of the sale of the property. Seconded by Haines & the motion carried unanimously.

- 8) Proctor presented the commission with copies of an MSA Progress report memo dated 3-18-11 that pertaining to the TIF project, S. Corridor project & Comprehensive Plan updates being worked on by MSA. Proctor also presented copies of MSA's contracts for the work.
- 9) Nelson motioned to adjourn, seconded by Haines. Motion carried unanimously & the meeting adjourned at 7:34 p.m.

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