

**Village of Holmen  
Planning Commission Minutes  
June 26, 2012**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday June 26, 2012. Present were commission members Ebner, Szak, Evenson, Proctor, Dunham, Johnston and Horvath, along with advisory members Olson, and Heinig. Also in attendance was Dale Brott.

Motion by Dunham, seconded by Ebner to approve the minutes of the May 29, 2012 meeting. Carried unanimously.

**Public Comment**

None from the public present. Tony Szak asked about the new electronic sign along the west side of Highway 35 near the south end of the community and if this slipped in under the old sign ordinance. It was clarified that this sign was approved under a Conditional Use permit granted in 2010.

**Agenda Items**

#4 – SPAR Review – Possible action on Cherry Lane Condominiums. – Administrator Heinig presented information regarding the buildings being planned on the Cherry Lane project. The buildings will be similar to the ones constructed on Grant Street. Information was provided that shows the style of building, colors scheme and a typical landscaping plan to be used on this project. Member Szak commented that the buildings looked good to him. Member Dunham asked if the developer were to change his mind about the materials or colors what would happen. Based on the new ordinance, any modifications would need to be resubmitted for approval before any changes could be made. Dale Brott addressed the Commission stating he had been working with staff to get the project ready for construction and hopes to be able to proceed in the near future. Motion by Szak, second by Johnston to approve the building style, color scheme and landscaping plan as presented. Carried unanimously. A copy of the approved items is attached to the minutes.

#5 – Discussion on Proposed Amendments of Article XII: Signs, Awnings, Canopies, and Billboards. – Administrator Heinig gave an overview of the draft ordinance and some of the specific points discussed at the May meeting, including electronic signs. Research was done to establish an ordinance that clarify implementation and to establish a document that was enforceable. The EVM portion of the ordinance was established using a “middle of the road” approach to the restrictions. The frequency of message changes in surrounding communities ranges from daily limitations to as frequent as 10 seconds. This ordinance has a 60 second restriction on the changing frequency. The signs will also be required to be off between 10 PM and 6 AM when located adjacent to residential districts. Member Dunham asked if the new Fire Department sign and the sign at St. Elizabeth’s would also need to follow these restrictions, since they already exist. Yes - the Conditional Use permit they received requires they comply with the ordinance. Member Dunham asked if a sign was used for political advertisement, would it then fall under the “political Sign” section? This ordinance would not allow for political messages to be displayed on electronic type signs. He also asked how portable electronic messaging signs are controlled. This type of sign would not be allowed under the new ordinance. Member Johnston asked how the brightness was measured. We do not know the answer to that at this time, but this is an industry standard and that signs

must comply. Member Ebner asked if the one minute restriction on message changes was long enough. The consensus was that it was sufficient.

No action is required at this time, but will be placed on the July 31<sup>st</sup> agenda as an action item.

### **Public Comment**

Joe Van Aelstyn arrived during the meeting and mentioned that he is working with Times Square on a development project that will be coming soon.

No other items came before the commission.

Motion by Szak, seconded by Ebner to adjourn at 6:50 PM - Carried unanimously.

Dean K. Olson  
Director of Public Work