

**Village of Holmen
Planning Commission Minutes
September 30, 2014**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday September 30, 2014. Present were commission members Proctor, Johnston, Stanek, Evenson, Olson, and Kulcinski; along with advisory members Administrator Heinig and DPW Olson. Dick Berg, Ed O'Brien, Bob Martin, Mike O'Brien and Pat McKnight were also in attendance. Member Szak was absent.

Motion by Kulcinski, seconded by Evenson to approve the minutes of the August 26, 2014 meeting - carried unanimously.

Public Comment

There were no public comments.

Agenda Items

#4 – Action and Consideration on Site Plan Architectural Review – The Mob Stop (Holmen Drive).

Motion by Olson, seconded by Kulcinski to take this item off the table – carried unanimously.

Administrator Heinig presented the information submitted for a traditional hot dog stand to be located on the west side of Holmen Drive. The overall plan includes a 13,500 square foot future building to be constructed on the site as well as the proposed building. The landscaping for this project is not what would usually be required, but will be brought up to the expected level when the site is fully developed. The date of the full site development is not known at this time. The existing house will be removed with the future development plan.

Motion by Olson, seconded by Johnston for SPAR approval – carried unanimously.

#5 – Possible Action and Recommendation on CSM at Morris Street and Clyde Street.

An existing lot at this location is being split to allow for construction of an additional home. The zoning is R3 that allows for narrower lots in the older portion of the community. Two barn style garages were removed and plans are being prepared for the construction of a house that would fit on the parcel as well as fit in with the surrounding neighborhood. There is no sanitary sewer service available from Clyde Street, so a lateral will be extended from the future house site across Lot 2 to Morris Street. A Sanitary Sewer easement must be added to Lot 2 on the CSM for access and maintenance of that sanitary lateral.

Motion by Olson, seconded by Kulcinski to recommend approval of the CSM, with the addition of the sanitary sewer easement on Lot 2 – carried unanimously.

#6 – Discussion with Developer on a Potential Concept off Hale Drive.

A developer has brought in a mixed use concept plan for the vacant land between Hale Drive and Gaarder Road. This is a difficult site to develop because of the varying types of uses adjacent that range from residential to Industrial to commercial. The Commercial space at the southwest corner of the site is small and can be increased by shifting the southern connection road easterly to line up with Viking Avenue. There is an existing sanitary sewer line in that location, making it a better option for the roadway.

The Commission was pleased to see something being presented for this site and generally agreed that staff should continue to work with the developer finalize a plan for the site.

#7 – Updates and Other items that may come before the Commission.

This is Member Ryan Olson's last night as a member of the Planning Commission. Other members thanked him for his many years of service as both a Village Board member and a member of the Planning Commission.

Motion by Olson, seconded by Kulcinski to adjourn at 7:20 PM - carried unanimously.

Dean K. Olson
Director of Public Works