

Village of Holmen
Planning Commission Meeting Minutes
February 22, 2011

Commission members Nancy Proctor, Robert Haines, Elaine Nelson, Tony Szak, Kevin Evenson & Howard Olson were present. The Village 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) Olson motioned to approve the minutes of the January 25, 2011 meeting as presented. Nelson seconded & the motion carried unanimously.
- 3) No members of the public were present & therefore no public comments occurred.
- 4) The rezone request for 2004-06 Crooked Ave. from R-4 Two-Family Residential District to R-6 Zero Lot Line Single-Family Residential District was discussed, as well as the CSM intended to subdivide the same property. Haines indicated the lot sizes & frontages were adequate & the rezoning would be consistent with the Village's Comprehensive Plan.

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

- 5) Proctor gave the commission an update on the progress of the 2 ongoing contracts with MSA as of the 2-7-11 meeting held at Village Hall. Per Proctor the S. Holmen Dr. Corridor Project included a potential boundary agreement with the Town of Onalaska, a land use plan for the corridor and an update of the Village's Comprehensive Plan to reflect changes to both the corridor & an area E. of the Village along CTH D, where a residential development known as the Severson Farm is being proposed. Proctor indicated the City & Town of Onalaska were close to finalizing a boundary agreement of their own, and that our potential agreement with the Town would likely include joint land use planning efforts to ensure orderly development in the future. A special committee was expected to be formed to accomplish the joint land use planning, and a draft boundary agreement & corridor map was expected from MSA soon. Proctor also explained that a WISDOT representative attended the 2-7-11 meeting & explained the scope of the upcoming STH 35 Reconstruction project, with construction expected to begin in 2014.

For the TID #2 Project, MSA was expected to produce a list of actions & decisions needed to achieve the projects goals, to recommend the types of incentives the Village might offer to developers, to recommend an advertising, promotion & business recruitment strategy, to recommend the scope of the Village's next infrastructure project and to produce an official map of the TID.

- 6) Szak motioned to adjourn, seconded by Evenson. Motion carried unanimously & the meeting adjourned at 7:15 p.m.

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