

**Village of Holmen
Planning Commission Minutes
August 29, 2017**

Administrator Heinig called the Planning Commission meeting to order at 6:30 PM on Tuesday, August 29, 2017. Member Ebner nominated Member Appold as Acting Chair, second by Johnston – carried unanimously. Present were commission members Stanek, Ebner, Grokowsky, Appold and Johnston, along with advisory members Administrator Heinig and DPW Olson. Member Rugroden was excused and President Proctor arrived at 6:45. Danielle Temp and Pat McKnight were also in attendance.

Public Hearing - None

Motion by Ebner, second by Johnston to approve the minutes of the July 25, 2017 meeting – carried unanimously.

Public Comment - None

Agenda Items

#5 Action and Recommendation on Preliminary Plat for Seven Bridges Industrial Park in TIF 2 North of Hwy. 35.

The Village, working with the McHugh family has developed a Preliminary Plat for the industrial area within TIF #2. In 2016, the Village extended utilities north through this area and acquitted the right of way for a future roadway that would access the property. This is the right of way that is represented on the east edge of the plat. Half of the roadway was graded with a gravel surface for access, but would need to be improved to an asphalt surface when development occurs. The other north/south roadway in the middle of the plat represents the extension of Rotterdam Avenue and is a required road extension as indicated on our mapped streets plan. The western roadway is Amsterdam Prairie Road. The plat shows the southeast corner and being Phase I of the project. Lots along the south side of the future street are long 3.4 acre parcels that could be combined if there was a need for a larger development site. Lots on the northern side of the road are 3.0 acre parcels that could be further divided if a smaller site is more desirable.

Member Ebner asked if communities typically fund projects like this. Yes, this is done in TIF districts. Member Stanek asked if we would need to borrow to complete the development? Yes, but that would be from the General Fund or Utility Reserves. Member Stanek also asked if all the road locations need to be built as indicated. No – If a large parcel is needed for a 35 acre development site, one of the street extensions west of Rotterdam Avenue could be eliminated to provide that space.

Motion by Johnston, second by Ebner to recommend approval of the Preliminary Plat to the Village Board. DPW Olson stated copies of the Preliminary Plat were sent to the Holmen Police Department, Holmen Area Fire Department, The Holmen School District and the Town of Holland and no comments were received from any of those agencies.

Chief Menches stated that the water main will need to be sized appropriately for this type of development, that hydrant spacing should not exceed 500 feet and any dead end roadways will need some sort of turnaround mechanism. The motion carried unanimously.

Motion by Ebner, seconded by Grokowski to adjourn at 6:55 PM - carried unanimously.

Dean K. Olson
Director of Public Works