

**Village of Holmen
Planning Commission Minutes
June 25, 2019**

Village President Barlow called the Planning Commission meeting to order at 6:30PM on Tuesday, June 25, 2019. Present were commission members Barlow, Kertis, Stanek, Rugroden, Anderson, Appold, and Grokowsky; along with advisory members Administrator Heinig and Engineer Chris Dahl. Also in attendance: Pat McKnight, Dan Storlie, Kristin Mueller, Jeff Moorehouse and Doug Ramsey.

Public Hearings:

None

Approval of the April 30, 2019 Minutes:

Motion by Anderson, seconded by Appold to approve the minutes of the May 28, 2019 Meeting. Carried 7-0.

Public comment:

Pat McKnight commented on the mural ordinance being drafted, regarding possible licensed logos or licensed artwork, and the prohibition of murals within residential zoned areas. She also asked that consideration to regulating public art be given.

Agenda Items:

Possible Action on Site Plan & Architectural Review (SPAR) Petition from School District of Holmen, for Holmen High School Addition on McHugh Road.

Administrator Heinig explained the locations of the proposed building additions, parking lots, and the relocated field facilities. He further explained the material and color selections, signing, landscaping and lighting plans. He added that the original construction of the High school was done prior to the SPAR ordinance and the current proposal's landscaping plan utilizes the spaces around existing parking well and addresses the existing frontage along McHugh Road that would have been addressed with the original construction had the SPAR ordinances been in place at the time. He stated the proposal had no areas of concern and recommended its approval.

Member Kertis asked if the rusted metal accents would stain the adjacent brick. The rusted metal is a painted color replicating a rust color, not actual rusted metal so it would not stain the adjacent bricks.

Motion by Anderson, seconded by Stanek to approve the Site Plan & Architectural Review (SPAR) from from School District of Holmen, for Holmen High School Addition on McHugh Road finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 7-0.

Possible Action on Site Plan & Architectural Review (SPAR) Petition from Holmen Cheese, LLC, for Holmen Cheese Facility on Granary Street.

Administrator Heinig explained that this proposal is for the first building within the Bluffview Business Park which includes an office building and a production building. The facility will have its access off Granary Street with the office and employee parking areas located along the west side of the building and the loading docks along the south frontage of the building facing Granary Street with access to backside of the building. He explained the material selection was stained concrete panels in lieu of masonry which could be approved by the committee within an industrial area. He pointed out on the elevation drawings the storage tanks and cooling units on the roof of the structure and that the metal to masonry ratio requirements weren't met on each face of the building. The east face of the building is entirely steel and the concrete panels on the north and south faces also stop before reaching the east end of the building. He stated that the metal to masonry ratios is roughly met if the building as a whole is considered. The landscaping and lighting plan submitted meet the formula requirements for light industrial spaces. A sign plan was not submitted, but could be considered at a later date. Administrator Heinig advised the committee could approve or deny the proposal, approve the proposal with contingencies such as when the planned addition to the east end of the building occurs the east face be addressed, or give staff the authorization to approve after any suggested modifications are completed.

Member Barlow asked whether the proposed trees would provide a visual screen to the east face of the building. Administrator Heinig stated that the planned trees are species that have mature heights which could screen that face.

Member Stanek stated his concerns with granting approval with the non-compliant issues as presented.

Member Rugroden asked if additional parking would be required when the possible addition is added. Administrator Heinig stated the site is large enough to accommodate that need.

Member Kertis asked the proximity to the residential area to the north and what was located to the east. Administrator Heinig stated the residential area to the north is separated by a 20 acre parcel and the 20 acres to the east of the Business park and USH 53 is currently open.

Member Appold asked what the area to the east is zoned. Administrator Heinig stated that area is currently zones agricultural, but the comp plan reserves that area zoned for either light industrial or commercial.

Member Rugroden stated the stained concrete material on the south face of the building should be continued to the east end of the building to address the SPAR ordinance ratios as well as when the addition is added it doesn't look like an addition.

Motion by Stanek, seconded by Grokowsky to deny the Site Plan & Architectural Review (SPAR) Petition from Holmen Cheese, LLC, for Holmen Cheese Facility on Granary Street.

Stating the submission did not meet the building material requirements of the SPAR ordinance.

Administrator Heinig explained that if the motion were approved that would close out the meeting's agenda item. The proposal would need to be modified and brought back for consideration at a future planning commission meeting for consideration.

Member Appold stated he would like to see a denial in the records to set precedence for future petitions. Administrator Heinig stated that the minutes of the meeting would reflect the committee's opposition even if the motion weren't approved.

Member Grokowsky asked if preliminary proposals are submitted for staff's recommendations prior to committee consideration. Administrator Heinig stated they are submitted prior. This submission was modified to add concrete panels on the north and south building faces, and species information was added to the landscaping plans.

Motion failed 3-4 (Anderson, Barlow, Rugroden, and Kertis opposed).

Motion by Rugroden, seconded by Stanek to approve the Site Plan & Architectural Review (SPAR) Petition from Holmen Cheese, LLC, for Holmen Cheese Facility on Granary Street contingent upon extending the colored concrete on the south building face to the east end of the building. Finding that the remaining purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors, overall building layout and design, site and building lighting, and site landscaping. Motion carried 6-1 (Grokowsky opposed).

Updates and other informational items from and before the Planning Commission:

Administrator Heinig informed the committee that a number of infrastructure projects are in progress, and several annexations and development projects are also in the works. He also advised the committee that the September meeting will need to be rescheduled; he asked the committee to consider rescheduling to October 1st.

Adjourn:

Motion by Appold, seconded by Stanek to adjourn at 7:23 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer

Planning Commission

June 25, 2019

Name

Address

- 1) Dan Statler W5477 Co. Rd. V
- 2) Pat McKnight 138 Wimbledon Lane
- 3) Kristin Mueller N6811 Roberts Rd. S.R. F. Holman
- 4) JEFF Moorhouse 632 Copeland LAX PARAGON
- 5) Doug Ramsey LAX 100 Milwaukee HSR