

**Village of Holmen  
Planning Commission Minutes  
January 26, 2016**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday, January 29, 2016. Present were commission members Proctor, Stanek, Sacia, Anderson, Evenson and Kulcinski, along with advisory members Administrator Heinig and DPW Olson. Member Szak was excused. Also in attendance were Bill Bulowa, Rick Durst, Chad McCathie, Karen McCathie, Bernadetta Aspenson, Orville Aspenson, Michael Bluske, Dale Peterson, Mitch Cholewa, Angela Smith, Ken Schaldach, Rob Kudick, Mark Merfeld, Ryan Sacia, Pat McKnight, Jarrod Baxter, Dick Barbour and Patrick McHugh.

**Public Hearings**

- a) Hearing on a Petition from Dale Brott for a PUD (Planned Unit Development) Zoning Overlay utilizing the existing R-5 Zoning on property at the Northern end of Ryan Street.

Administrator Heinig provided background related to the rezoning of the Parcel to include a PUD overlay. The property has been rezoned to R-5 Multi-Family at an earlier date, and the developer is proposing a number of different types of units ranging from 47-unit apartment buildings to lower density condominium units.

Motion by Evenson, second by Kulcinski to open the Public Hearing – carried unanimously.

Bill Bolowa – HAFD – From a firefighting point of view, Bill is concerned with the lack of access to the back of the multi-family building for fires and other emergency calls. The extension of Ryan Street is only 20 feet wide and does not provide adequate clearance for firefighting equipment if there are cars parked along the road. The building at the corner of Amy Drive and Ryan Street only has a 15 foot setback, not the normal 25 foot setback for corner lots. The condo units have 4 feet between the buildings and would not permit safe access for emergency personnel to get to the back of the buildings.

Rick Durst – 508 Ryan Street – The notice did not include information that the 100 foot by 100 foot piece at the north edge of the project being zoned Ag. The additional access to the north is in the Town of Holland, not in the Village. The plan does not provide enough detail to be approved. The purpose of zoning is to protect existing residences and the density proposed does not protect the existing homes along Ryan Street. He thinks the limited time allowed for comments is not enough to adequately address his concerns.

Motion by Kulcinski, second by Anderson to close the Public Hearing – carried unanimously.

- b) Hearing on a petition from Richard Barbour for a Rezoning of parcels on South Main Street from R-1 Single Family to B-2 Commercial (General Business District).

The request involves changing the two existing residential parcels to a B-2 zoning for future use. There is no existing plan for the property at this time, but commercial is a reasonable use for the area.

Motion by Kulcinski, second by Evenson to open the Public Hearing – carried unanimously.

Dick Barbour – Petitioner – Although there is not a plan for the site at this time, he feels the area would be best suited for a commercial use. Ultimately the existing houses would be removed and the site regraded to level the site for a commercial entity.

Motion by Kulcinski, second by Anderson to close the Public Hearing – carried unanimously.

- c) Hearing on a Petition from the Village of Holmen for a Rezoning of parcels in TIF #2, North of Hwy. 35 and west of Hwy. 53, from A Agricultural to LI Light Industrial.

The proposed area was designated as a light industrial use when TIF #2 was created and is consistent with the Comprehensive Plan. The Village has no plans for the site at this time, but hopes to generate interest by establishing the zoning for the property.

Motion by Kulcinski, second by Stanek to open the Public Hearing – carried unanimously.

Ken Shaldach – N7811 Amsterdam Prairie Road – He lives on the west side of Amsterdam Prairie Road and is concerned with this type of use across the road from his house. He asked if a strip of land could be reserved along the east side of the road for residential use.

Jarrod Baxter – N8005 Amsterdam Prairie Road – He also lives across the road and is concerned with this type of use. He has a private well and is worried about light industrial possibly affecting his well.

Mitch Cholewa – N7768 Amsterdam Prairie Road – He lives south of the site. There is an existing field road between the property and his parcel that people use as a walking path and would like to see that walking trail left in place, as well as expanded in any future development to provide a trail network.

Motion by Kulcinski, second by Anderson to close the Public Hearing – carried unanimously.

Motion by Kulcinski, second by Evenson to approve the minutes of the November 24, 2015 meeting - carried unanimously.

### **Public Comment**

Rick Durst expects the Village to follow the ordinances that are established for new developments. If the Village fails to comply with the ordinance, he will seriously consider taking legal action. The property immediately north of his was previously reviewed by the Planning Commission, but has undergone significant changes, and he feels it should be brought back for review because of those changes.

### **Agenda Items**

- #5 Action and Recommendation on CSM merging two lots on the North side of McCabe Court.

Motion by Kulcinski, second by Anderson to recommend approval of the CSM to the Village Board.

The two lots were created a year ago with the CSM to establish McCabe Court. The road was completed last fall, and an interested buyer would like to combine the two lots to build a single home.

The motion passed unanimously.

- #6 Action and Recommendation on a petition from Dale Brott for a PUD (Planned Unit Development) Zoning Overlay and SPAR (Site Plan & Architectural Review) for such PUD, utilizing the existing R-5 Zoning on property at the Northern end of Ryan Street.

The existing site plan shows a combination of multi-family buildings and condominium buildings on the property. The multi-family buildings will be similar to the buildings on Angel Court, with more decorative features. The lower level will be decorative stone, with similar columns of accents extending to the roof. The color of the building is more earth tone than the existing building to soften the appearance. The condo units will be of similar construction to the units along South Cherry Lane. Three four-unit buildings and one two-unit building will be located on the east side of Ryan Street. The southernmost building has a 15' setback from Amy Drive instead of the normal 25' setback; this has been done on other PUD projects in the Village. The building spacing is 14 feet, not 4 feet as mentioned in the public hearing portion. These buildings will have decorative stone columns along the garage doors, as well as wrapping around the side of the garage walls, to and including the entryways. The color will be an earthtone green, with red/brown shakes as an accent above the garage doors and at the end of the buildings. The extension of Ryan Street is a fully improved Village street for access to all of the proposed buildings. The additional access to the north is part of Phase 3 of the project and is shown on this plan, along with information regarding the anticipated building configuration for information purposes.

Motion by Kulcinski, second by Stanek to recommend approval of the PUD Zoning Overlay and SPAR approval to the Village Board – carried unanimously.

- #7 Action and Recommendation on a Petition from Chad McCathie and Dale Brott to amend the Existing SPAR PUD off Northern Ryan Street, as previously Petitioned by Todd Wright, to coincide with the SPAR (Site Plan & Architectural Review) guidelines as outlined in the PUD/SPAR Petition in Agenda Item #6 above.

The previous plan consisted of two 6-unit buildings with single car garages. As part of the original review, a 6-foot high vinyl fence was added to the plan. The conditions of the previous approval indicated no more than 12 units and all buildings would be single story structures. There was also a requirement that access to the buildings must be from an extension of Ryan Street. The revised plan shows three buildings that total 10 units, with 2-car garages. The same stone features are included on these buildings to match the condominium buildings in item #6.

Motion by Kulcinski, second by Anderson to recommend approval of the amendment to the existing SPAR/PUD.

Member Stanek asked how the middle building was being planned with the much lower existing rear yard elevation. Chad McCathie responded with the solution, being an exposed lower level for that building that would fit the terrain better.

The motion carried unanimously. A copy of the plan for Agenda Item #6 and #7 is attached to these minutes.

- #8 Action and Recommendation on a Petition from Richard Barbour for a Rezoning of parcels on South Main Street from R-1 Single Family to B-2 Commercial (General Business District).

Motion by Anderson, second by Kulcinski to recommend approval of the rezoning to the Village Board.

Member Kulcinski asked where the driveway location would be. At this time, there is no development plan for the property. It in all likelihood will be combined with other property to the east or south and access could be from South Main Street or 1<sup>st</sup> Avenue E., depending on the project.

The motion carried unanimously.

#9 Action and Recommendation on a Petition from the Village of Holmen for a Rezoning of parcels in TIF #2, North of Hwy. 35 and West of Hwy. 53, from A Agricultural to LI Light Industrial.

This area has always been designated to be light industrial, since it was annexed and the plan for TIF #2 was developed. Access to the parcels is intended to take place internally, not from Amsterdam Prairie Road. Future growth may require another road access to Amsterdam Prairie Road, but that would be the catalyst for improving the roadway to standards more appropriate for that type of use. The expected type of development would be comparable to the uses found in the area of the La Crosse Airport or the West Salem. All future projects must come through the Planning Commission as part of the review process, and the Commission will be cognizant of the surrounding residential area and can require landscaping buffers to help protect the residences.

Motion by Kulcinski, second by Anderson to recommend approval of the rezoning to the Village Board – carried unanimously – member Evenson recused himself from this agenda item.

#10 Action and Recommendation on a Extraterritorial Review – CSM in the Town of Onalaska off Hwy. ZN.

The location of this CSM falls within the limits of the Village Extraterritorial Review, but lies within the area under the control of the City of Onalaska, as defined within the Boundary Agreement with the City. Staff recommends approval of the CSM, without condition.

Motion by Kulcinski, second by Stanek to recommend approval of the CSM to the Village Board, without condition – carried unanimously.

#11 Action and Recommendation SPAR (Site Plan & Architectural Review) for the Proposed Village Library.

Village Staff have been working with the designer to prepare the site plan before the Planning Commission. The floor plan is the same configuration as previously presented. The building has windows on the south and west sides to enhance the viewscape of the natural area and park setting of the campus. The exterior will have a similar design to that of the Police Department constructed earlier, but with a softer color scheme. Stone is used around the base of the building, incorporating stone columns for accent.

Motion by Anderson, second by Stanek to recommend approval of SPAR (Site Plan & Architectural Review) for the proposed Village Library to the Village Board – motion carried by a vote of 5 to 1, with member Kulcinski voting against. A copy of the plan for item #11 is attached to these minutes.

#12 Updates and other discussion items from and before the Planning Commission.

- a. The Village of Holmen, City of Onalaska and the Town of Onalaska are working on development of a boundary agreement. We are looking at a possible joint meeting to be held on February 29<sup>th</sup>.
- b. There are a number of potential projects that will be coming forward, some as soon as the February Planning Commission date. It is important that members be available for upcoming meetings.
- c. The update to the Comprehensive Plan has been completed and the public hearing is scheduled for the Regular Planning Commission on February 23<sup>rd</sup>.

**Other Items - None**

Motion by Kulcinski, seconded by Evenson to adjourn at 7:25 PM - carried unanimously.

Dean K. Olson  
Director of Public Works