

**Village of Holmen  
Planning Commission Minutes  
February 27, 2018**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday, February 27, 2018. Present were commission members Proctor, Stanek, Rugroden, Ebner, Grokowsky, Appold and Johnston, along with advisory members Administrator Heinig and DPW Olson. Kelly Dunn, Dale Brott, Alexis Brott, Chief Menches and Pat McKnight were also in attendance.

**Public Hearing** - None

**Motion by Ebner, second by Rugroden** to approve the minutes of the January 30, 2018 Meeting – carried unanimously.

**Public Comment** – None

**Agenda Items**

#5 **Action and Recommendation on Developer’s Agreement for McGilvray Park Subdivision.**

Ben Thorud has worked through the platting and rezoning process, as well as right of way vacation for the property south of STH 35 and west of USH 53. The Developer’s Agreement presented is the standard agreement between the Village and other developers that has been used for many other projects, but also includes Village investments for the completion of Spakenburg Road and a TIFF subsidy for the Commercial land development that are defined in Exhibit “B”.

**Motion by Johnston, second by Rugroden** to recommend approval of the Developer’s Agreement for McGilvray Park to the Village Board - carried unanimously.

#6 **Action on Petition from Dale Brott for Site Plan & Architectural Review (SPAR) at 615 McHugh Road for 10 Unit Townhome Development.**

The site is on the north side of McHugh Road where fire destroyed the previous building. The proposed building will have 10 unites, not 12 units as before. The exterior has shake accents above the garages with a stone appearance around the entrances. There is no stone being proposed on the back or sides of the structure. Vinyl siding will be used on the remainder of the building. This building is also being pushed back approximately 20 feet from where the previous building was located to provide easier access to the garages. Since this proposal is for a building to replace an existing building on a previously occupied site, the other components of SPAR review, such as lighting and signage are not applicable.

**Motion by Johnston, second by Stanek** to approve the Site Plan and Architectural Review, finding the purposes and guidelines of SPAR review have been reasonably met regarding the entire proposed site plan, all external building colors and materials and designs.

Member Ebner asked if the building will have a sprinkler system – Yes.  
He also asked if sheet rock will be added to the garage interiors – Yes.

Chief Menches asked if “Draft Curtains” are being proposed in the attic areas - Yes.

The motion carried unanimously. A copy of the approved site plan is attached to these minutes.

**Updates and other Items -** President Proctor noted that modified minutes from the November, 2017 meeting were provided to all members of the commission.

**Motion by Ebner, seconded by Appold** to adjourn at 6:42 PM - carried unanimously.

Dean K. Olson  
Director of Public Works