

**Village of Holmen  
Planning Commission Minutes  
April 25, 2017**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday, April 25, 2017. Present were commission members Proctor, Stanek, Rugroden, Ebner, Grokowsky, Appold and Johnston, along with advisory members Administrator Heinig and DPW Olson. Also in attendance were Jay Clark, Doug Ramsey, Dean McHugh, Jim Christianson, Scott Ferrier and Pat McKnight.

**Public Hearing**

- a) Rezoning Petition from S&J Properties (Jim Christianson) of 29.39 acres off Old 93 from A (Agriculture District) to R-1 (Single Family Residential District).

This request is for a rezone of property located north of Old 93 and west of USH 53 from Agricultural to Single Family Residential, and is consistent with the Comprehensive Plan.

**Motion by Ebner, second by Johnston** to open the Public Hearing – carried unanimously.

Jim Christianson – N3498 Sunset Lane, La Crosse spoke in favor of the rezone.

**Motion by Johnston, second by Stanek** to close the Public Hearing – carried unanimously

**Motion by Johnston, second by Stanek** to approve the minutes of the March 28, 2017 meeting – carried unanimously.

**Public Comment** - None

**Agenda Items**

- #5 **Discussion on Rezoning Petition from S&J Properties (Jim Christianson) of 29.39 acres off Old 93 from A (Agriculture District) to R-1 (Single Family Residential District) and Proposed Preliminary Plat and Rural Cross Section Concept.**

No action on the rezoning will be considered at this meeting to allow the Town of Holland 45 days to review and comment on the petition, as defined in our Boundary Agreement. The concept meets the requirements of our Comprehensive plan. Outlot 1 is the starting point for a regional park that is needed in this area of our community. Outlot 2 is reserved for stormwater detention purposes. Lot 15 will also have an easement that will contain a new lift station that will be installed to provide sewer service to property further to the north. A proposed rural cross section is being suggested for the future roads in the subdivision. This type of roadway will match the existing Town roads that were constructed previously. There are also a few items that need to be modified before the preliminary plat is considered at a future meeting. All road right of way widths will need to be 66 feet to accommodate the proposed rural street section. Lot 59 has an incorrect

dimension on the front property line, and there will need to be a drainage easement along one of the lot lined that leads toward Outlot 2. The location of that easement will be dictated by the road plans and drainage plans.

Member Ebner asked if we had an estimate for the cost of the proposed lift station. Based on bids we recently received, we are looking at approximately \$250,000.00 for that work.

Member Johnston asked when construction of the new subdivision is anticipated to commence. The developer would like to start as soon as all approvals are able to be obtained.

#6 **Action and Recommendation on Subdivision Developer's Agreement and accompanied Final Plat of Forest View Estates Addition One off County Hwy. D.**

This Developer's Agreement has been reviewed and edited by the developer and staff over the past couple of months. This final version is acceptable to staff. The plat that is being presented has been reviewed by staff and is in conformance with the Village requirements. The first phase of the development includes the complete park dedication for the development. Construction will be delayed because of a possible Archaeological issues that were triggered during the permitting process.

**Motion by Johnston, second by Ebner** to approve the Developer's Agreement and Final Plat. Member Ebner asked if the plans included a detail for the entrance from County Hwy. D that had acceleration/deceleration lanes and a bypass lane. Yes, the plans show this detail and it will be part of the improvements. Member Stanek asked if the detention area in the first phase was the only one for the development. There are two other areas indicated on the overall concept reserved for stormwater detention, adjacent to County Hwy. D. There is also another area in Phase 5 that will be used for infiltration purposes. None of these basins have been designed at this time, but will be prior to construction of those future phases.

The motion carried unanimously.

#7 **Action and Recommendation Petition for SPAR (Site Plan & Architectural Review) for Holmen School District on Briggs Road and McHugh Road.**

Because there are new members on the Planning Commission, Administrator Heinig provided a review of the requirements for a SPAR review, including the Site Plan, Landscaping Plan, Lighting Plan, Signage, Building exterior material and colors and architectural design. This process has been in place for a little over five years and has been working well for the community.

The plan being presented does not have a landscaping plan, or a detailed lighting plan. Since this proposal is an expansion of the existing facility that does not have notable landscaping, it is consistent with the surroundings. The existing color scheme could not be matched because the color of the lower portion of the existing building is no longer

available. To contract, the color of the existing upper level is being used for the new lower level, with a new lighter color being proposed for the upper level of the new expansion. Materials are to be the same as the original construction. They are proposing a smooth block within the split face block to create horizontal stripes in both color schemes.

Member Stanek asked if there was a garage door being proposed on the east wall. Yes, and a widened sidewalk is being proposed for pick-up truck access to drop off supplies.

Member Rugroden asked if the handicap parking spaces are adequate. There are no additional handicap parking spaces needed as part of this expansion.

Member Johnston asked if there was an expected completion date. Completion is scheduled by August 9<sup>th</sup>.

**Motion by Ebner, second by Johnston** to approve the Site Plan, 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, the overall proposed site landscaping and the overall proposed site lighting - carried unanimously. A copy of the submittal has been attached to these minutes.

**Motion by Ebner, seconded by Grokowski** to adjourn at 7:40 PM - carried unanimously.

Dean K. Olson  
Director of Public Works