

**Village of Holmen
Planning Commission Minutes
April 24, 2018**

Village President Proctor called the Planning Commission meeting to order at 6:30PM on Tuesday, April 24, 2018. Present were commission members Proctor, Stanek, Johnston, Appold, Rugroden, Grokowsky and Kertis, along with advisory member Administrator Heinig. Also in attendance: Grethen Chalsma, Ben Storlie, David Kriesel, Will Mathy, Judy McHugh, Patric McHugh, Tim Lysaker, Pat McKinight, Tyler Theleniann, Talia Theleniann, Paul Menches, Kris Rappe and Doug Ramsey.

Public Hearing

- a. Petition by Judy McHugh (owner) for rezone of approximately 100 acres from (A) Agricultural District and (LI) Light Industrial District on property South of Old 93—approximately 500' West of Hwy. 53, to (R-1) Single Family Residential District and (R-5) Multiple Family Residential District and (C) Conservancy District
- b. Petition by Holmen Development LLC (owner) for rezone of 30.97 acres from (A) Agricultural District on property North of Green Mound Cemetery and East of Hwy. 53 and West of Bluff View Court, to (R-6) Zero Lot Line Two Family Residential District and to (R-5) Multiple Family Residential District

Motion by Stanek, seconded by Johnston to open the Public Hearings listed above. Carried 7-0.

- a. Administrator Heinig explained that owner Judy McHugh is seeking to rezone her agricultural property along Old 93 to a mix of single family residential, multiple family residential and conservancy districts, in accordance with a proposed preliminary concept plan for a new subdivision on her property. The rezoning request is consistent with the comprehensive plan.

There were no comments either in favor of or in opposition to the proposed rezoning request.

- b. Administrator Heinig explained that owner Holmen Development LLC is seeking to rezoning their agricultural property along Bluff View Court and Hwy. 53 to a mix of twindo residential and multiple family residential districts, in accordance with a proposed preliminary concept plan for a new subdivision on their property. The rezoning request is consistent with the comprehensive plan.

Will Mathy spoke on behalf of his company, for the record that it be known a quarry exists along Bluff View Court, and that Mathy Construction intends to use the quarry indefinitely, as it has for many years. Thus, truck traffic will continue to drive along Bluff View Court, and the sounds that come from such operations may be impactful to the newly developing area. Mathy asked that the Planning Commission make clear that their existing operation is permitted to continue without disruption even as the area develops over time.

There were no other comments either in favor of or in opposition to the proposed rezoning request.

Motion by Johnston, seconded by Rugroden to close the Public Hearing. Carried 7-0.

Motion by Johnson, seconded by Grokowsky to approve the minutes of the March 27, 2018 Meeting. Carried 7-0.

Public Comment

Doug Ramsey from HSR informed the Planning Commission that he was present to answer questions regarding tonight's SPAR of the proposed Community Center Building.

Agenda Items

- 5. Possible Action and Recommendation on Petition by Judy McHugh (owner) for rezone of approximately 100 acres from (A) Agricultural District and (LI) Light Industrial District on property South of Old 93—approximately 500' West of Hwy. 53, to (R-1) Single Family Residential District and (R-5) Multiple Family Residential District and (C) Conservancy District**

Administrator Heinig reviewed in more detail, the rezoning request, and outlined how the conceptual layout of the proposed subdivision worked well for the developing area. Single family homes would encompass the bulk of the northern area of the property, complementing the existing single family developments already in that area. The entire subdivision is intermixed with conservancy spaces to encourage greenspace and stormwater retention. To the southern and eastern areas of the property, the zoning would permit higher densities of residential which would transition well with adjacent industrial and commercial zones nearby. The petition as proposed is consistent with the Comprehensive Plan. Staff suggested to the petitioner that the 7 eastern most properties be zoned R-6, rather than designating them R-5, to ensure lot densities are no more than two units per lot, better complementing the adjacent single family lots. The petitioner asked that their petition be amended in accordance to their concept plan to include this change, pending the outcome of the public hearing and Planning Commission consideration.

Motion by Johnston, seconded by Grokowsky to recommend the Village Board approve the rezoning in accordance with a proposed subdivision concept plan, which includes 142 R-1 single family lots, 30 R-5 multiple family lots, 7 R-6 zero lot line two family lots, and approximately 14.5 acres of land in conservancy (for both green space and stormwater requirements). Carried 7-0.

- 6. Possible Action and Recommendation on Preliminary Plat for King's Bluff (Judy McHugh) on property South of Old 93—approximately 500' West of Hwy. 53**

The preliminary plat complements the proposed subdivision's zoning concept plan which includes 142 single family lots, 30 multiple family lots, 7 zero lot line two family lots, and approximately 14.5 acres of land in conservancy, for the northern 100 acres. The preliminary plat also has 23 industrial lots that average 3 acres in size. These lots are on the southern most areas of the

property. The subdivision, as proposed, requires minor tweaks in lot lines to accommodate zoning and building requirements, and still requires full engineering to ensure stormwater and utility requirements are met—all of which can be done for Final Plat consideration. As such, staff have no concern with the Village proceeding at this time with the preliminary plat and complemented the owners for the work they did to create a quality development plan overall.

Motion by Johnston, seconded by Rugroden to recommend the Village Board approve the Preliminary Plat of King’s Bluff, with the understanding that small tweaks will be necessary pending the outcome of final engineering of the Final Plat. Carried 7-0.

7. Possible Action and Recommendation on Petition by Holmen Development LLC (owner) for rezone of 30.97 acres from (A) Agricultural District on property North of Green Mound Cemetery and East of Hwy. 53 and West of Bluff View Court, to (R-6) Zero Lot Line Two Family Residential District and to (R-5) Multiple Family Residential District

Administrator Heinig reviewed in more detail, the rezoning request, and outlined how the conceptual layout of the proposed subdivision worked well for the developing area. 37 zero lot line two family lots would encompass the bulk of the northern area of the property and 3 multiple family lots would be proposed in the southern area of the property. 3.3 acres of conservancy is proposed for the center of the property for greenspace. The petition as proposed is consistent with the Comprehensive Plan. Staff agreed with public hearing comments from Mathy Construction, that acceptance of the zoning changes should in no way impede their quarry operations nearby.

Motion by Johnston, seconded by Stanek to recommend the Village Board approve the rezoning in accordance with a proposed subdivision concept plan, which includes 37 R-6 zero lot line two family lots, and 3 R-5 multiple family lots, and approximately 3.3 acres of land in conservancy for greenspace. Carried 7-0.

8. Possible Action and Recommendation on Preliminary Plat for Bluffview Heights (Holmen Development LLC) on property North of Green Mound Cemetery and East of Hwy. 53 and West of Bluff View Court

The preliminary plat has 37 zero lot line two family lots, and 3 multiple family lots, and approximately 3.3 acres of land in conservancy for greenspace. The plat has two access points onto Bluffview Court, one circular roadway and one cul-de-sac. The Town of Holland and Holmen Area Fire Department recommended the elimination of the cul-de-sac during their pre-review of the proposed plat. The cul-de-sac area creates high value lots that the developer desires for sale and is consistent with the Village’s subdivision ordinance; the situation also works better with the underground utilities as proposed; thus the Village staff is not recommending a change to the preliminary plat as proposed. Staff believes the proposed subdivision is sensible for the location and has no issues of concern with the Village proceeding at this time, with the understanding that minor tweaks may be necessary pending the outcome of final engineering of the Final Plat.

Motion by Johnston, seconded by Appold to recommend the Village Board approve the Preliminary Plat of Bluffview Heights, with the understanding that small tweaks will be necessary pending the outcome of final engineering of the Final Plat. Carried 7-0.

9. Possible Action on Petition from HSR Associates (Architect) for Site Plan & Architectural Review (SPAR) for the Holmen Area Community Center at 807 McHugh Road

Administrator Heinig provided a brief overview of the SPAR application for a proposed “Holmen Area Community Center,” on McHugh Road. The submission by HSR Associates was a complete application containing information on all SPAR requirements for the Board’s consideration. In Heinig’s opinion this application was one of the better submission’s the Village has received, and the proposal overall outlined what could potentially become a very high quality development and community building, meeting all the design criteria of the Village’s SPAR Ordinance and Comprehensive Plan.

Motion by Johnston, seconded by Rugroden to approve the Site Plan and Architectural Review, 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.

10. Updates and other informational items from and before the Planning Commission

Administrator Heinig formally welcomed new member Kertis, and outlined for all members, that as always, the Planning Commission’s purpose is to uphold the requirements of the Comprehensive Plan and Village’s Zoning Ordinances; and when acting as SPAR Board, to ensure that all SPAR Ordinance criteria and related Comprehensive Plan requirements have been reasonably met for the location and area in question. Heinig explained where all Village documents could be found online and encouraged member Kertis to review the documents before our next meeting, and stated that any member could contact him with questions at any time.

Various members asked the status of different ongoing development projects in the community. Administrative Heinig provided an update on the projects to date and forecasted the likelihood of their potential completion schedules.

Motion by Rugroden, seconded by Stanek to adjourn at 7:12PM. Carried 7-0.

Minutes prepared by Scott Heinig, Village Administrator