Village of Holmen  
Planning Commission Minutes  
February 25, 2020

Village President Barlow called the Planning Commission meeting to order at 6:30PM on Tuesday, February 25, 2020. Present were commission members Barlow, Stanek, Rugroden, Anderson, Appold, Kertis, and Grokowsky; along with advisory members Administrator Heinig and Engineer Dahl. Also in attendance: Gale Ross, Pat Doerre, Joe Deml, Jane Deml, Greg Hackner, Carol Hackner, Sue Polodna, David Trussoni, Randall Moseng, Jim Christenson, Rick Beyer, and Robert Gill.

Public Hearings:
Change of Zoning Petition from RJ 35 LLC from (R-1) Single Family Residential District to (R-6) Zero Lot Line (Single Family Twindo) Residential District on approximately 3 acres of property immediately West of Briggs Road and immediately South of Sween Drive

**Motion by Appold, seconded by Stanek** to open the public hearing for the above referenced item. Carried 7-0:
Rick Beyer stated that he was one of the property owners and felt that this was a good use of the property.
Joe Deml asked if the rezone would allow for rental properties, and asked if a restriction on rentals be placed on the area.
Jim Christensen stated that he was one of the property owners and felt that the proposed use was a good transition from the single family residences to the high school.
Greg Ackner questioned how the same property was once proposed to be developed in the Town of Holland with 4 units, but now it’s being proposed in the Village with 8 units. He also stated that he doesn’t like the added traffic to the area with its proximity to the high school.
**Motion by Anderson, seconded by Rugroden** to close the public hearing. Motion carried 7-0.

Approval of the November 26, 2019 Minutes:

**Motion by Rugroden, seconded by Anderson** to approve the minutes of the January 28, 2020 Meeting. Carried 7-0.

Public comment:
None

Agenda Items:
Possible Action and Recommendation on RJ 35 LLC Petition for Change of Zoning from (R-1) Single Family Residential District to (R-6) Zero Lot Line (Single Family Twindo)
Residential District on approximately 3 acres of property immediately West of Briggs Road and immediately South of Sween Drive.

Administrator Heinig stated what is being proposed is a zero lot line twindo development. He explained that twindos are still considered low density buildings so the proposal is compliant with the Village comprehensive plan. He stated that there are no restrictions in place to prohibit rentals within the Village ordinances, but it was his understanding that the intent is to offer owner occupied structures. He stated that staff has no concerns and recommended its approval.

Member Barlow asked about the parcel’s history. Administrator Heinig said the parcel was annexed by then owner Scott Ryan about 8 years ago. A proposal for higher density developments was not supported, and the parcel remained zoned single family. He added that the parcel has restricted access to Briggs Road. If it were to remain in single family zoning the infrastructure costs involved to develop 3 lots does not make economic sense.

Member Grokowsky asked if there was other access to the area. Administrator Heinig stated that the only access would be from Sween Drive and Sween’s only access is from Briggs Road.

Motion by Stanek, seconded by Appold to recommend approval of the change of zoning petition from (R-1) Single Family Residential District to (R-6) Zero Lot Line (Single Family Twindo) Residential District on approximately 3 acres of property immediately West of Briggs Road and immediately South of Sween Drive. Carried 7-0.

Possible Action and Recommendation on RJ 35 LLC Preliminary Plat for Sween’s Addition.

Administrator Heinig outlined the rezoning petition by RJ 35 LLC. He explained the only access to the area from McHugh Road is from Briggs Road and then to Sween Drive. As part of Holmen’s comprehensive plan Briggs Road is planned to extend to the north and eventually connect to Old NA. A network of other streets will be completed when the area to the north is developed. He explained that the parcel cannot be developed or platted other ways with access to Briggs Road being restricted. He recommended the approval of the preliminary plat.

Member Barlow asked if staff had any hydraulic concerns with this development. Engineer Dahl stated that the engineering and hydraulic information had yet to be submitted. However, before this would be developed that information would be reviewed to verify that the post development runoff is less than the predeveloped state.

Member Stanek stated a supplemental consideration of the hydraulics was warranted and should be an added contingency to the acceptance. Administrator Heinig stated that the developer would be required to bring full engineering plans for review and approval of staff, other committees, and the Village Board as part of the development approval process.
Motion by Anderson, seconded by Appold to recommend approval of the preliminary plat for Sweens Addition to the Village Board contingent upon staff reviews of the plans, engineering details, and completed hydraulic analysis. Carried 7-0.

Possible Action and Recommendation on Termination and Release of Reservation for Possible Future Street Purposes North of Hidden Valley Road

Administrator Heinig explained the location of the parcel, roadways and boundaries in the area. He stated the land on these parcels was reserved with a CSM for future street right of way. He stated that there is no need for a future street on these parcels. He stated that the owners of the parcels had drafted the legal paperwork to release the easement and with the approval of the commission the easement on their parcel would go away. Member Grokowski asked if the easement continued to the north of the parcel outlined in red. Administrator Heinig stated that it did continue to the north and that the easement would be released on those properties would also be released if the owners prepared the legal paperwork.

Motion by Grokowski, seconded by Kertis to recommend approval of the termination and release of reservation for possible future street purposes north of Hidden Valley Road. Carried 7-0.

Possible Action on Site Plan & Architectural Review (SPAR) Petition for Amendment to Approved SPAR of Primus Dental Colors and Materials off McHugh Road and Holmen Drive.

Administrator Heinig explained that this is an amendment to an approved site plan and architectural review plan. He stated that the prior review was completely SPAR plan compliant with the exception of the signage which had been corrected. He explained the first change is the color with cranberry base, gray walls, and a tan EIFS. The second change is the change in building materials. He explained that the use of the split face block had reduced the percentage of brick on the building. The use of these blocks is not consistent with previous newly built structures being required to meet the brick requirement. He offered the Verve Credit Union, Shops on Hale, Festival Foods, O’reilly Auto Parts, 814 Main Street, and Holmen Cheese as examples. He stated he can’t support the approval and recommended denial.

Member Stanek stated he was ok with the color changes, but would like to stay consistent with the brick ratio requirement.

Member Rugroden asked to see the material samples, and asked if the split face was considered differently when use in different sizes. Administrator Heinig stated that the use of split face is commonly used as an accent, but as a primary façade it was not considered to be masonry regardless of the size of the individual units.

Member Anderson asked what the color requirements were. Administrator Heinig stated that the colors need to be earth tones and the submitted colors meet the requirements.
Building owner Randall Moseng stated that architect kept the split-face CMU unit height to a minimum and the EIFS height was shrunk to keep the center portion of the building compliant to the 75% masonry requirement. Administrator Heinig explained his method of calculating the percentage, and stated he was approximately 63% - 65%.

Motion by Stanek, seconded by Anderson to deny the Site Plan & Architectural Review (SPAR) petition for amendment to approved SPAR of Primus Dental colors and materials off McHugh Road and Holmen Drive. Carried 6-1. With Member Rugroden opposed.

Motion by Stanek, seconded by Anderson to deny the material changes but approve the color changes within the Site Plan & Architectural Review (SPAR) petition for amendment to approved SPAR of Primus Dental. Carried 7-0.

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

None

Adjourn:
Motion by Rugroden, seconded by Grokowski to adjourn at 7:30 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer
Village of Holmen
La Crosse County, WI

Notice of Public Hearing on a Change of Zoning (Rezoning) Petition

NOTICE IS HEREBY GIVEN that the Holmen Village Planning Commission will hold a Public Hearing during their Regular Meeting in the Holmen Village Hall, at 421 S. Main Street, Holmen, WI, 54636, on the 25th day of February, 2020, at 6:30pm, on the proposed Change of Zoning (Rezoning) Petition as follows:

RJ 35 LLC. (owner) is petitioning for a rezone of approximately 3 acres on property immediately West of Briggs Road and immediately South of Sween Drive (Tax Parcels 14-1581-0, 14-1582-0, 14-1583-0 and 14-1584-0) from (R-1) Single Family Residential District to (R-6) Zero Lot Line (Single Family Twindo) Residential District. The Village of Holmen Comprehensive Plan and Future Land Use designation for the property supports lower density residential uses; thus the petition is consistent with the Comprehensive Plan.

All pursuant to applicable Wisconsin Statutes and Holmen Village Ordinances, all interested parties are welcome to attend and may be heard during the public hearing. For more information prior to the public hearing, the petition is on file at the office of the Holmen Village Clerk, La Crosse County, Wisconsin, 421 Main Street, 54636, or you may contact the Village Administrator at 608-526-4336.

HOLMEN VILLAGE BOARD
BY: Scott Heinig, Village Administrator

To be published: February 7, 2020 and February 14, 2020
Rezoning Request:

Lots 1 thru 14 of proposed Sween Addition, currently Certified Survey Map, Volume 12, Page 3, Document No. 1403694, located in part of the Southeast Quarter of the Southwest Quarter of Section 1, Township 17 North, Range 8 West, Village of Holmen, La Crosse County, Wisconsin:

This is a request to rezone the 14 lots of a preliminary plat, Sween Addition, submitted herewith, to be known as Sween Addition, from current R-1 zoning to R-6 zoning.
Lot 1 of Certified Survey Map recorded in Volume 8 of Certified Survey Maps, page 160 as Document Number 1228879, Town of Onalaska, La Crosse County, Wisconsin.
TERMINATION AND RELEASE OF RESERVATION FOR POSSIBLE FUTURE STREET PURPOSES

THIS TERMINATION AND RELEASE OF RESERVATION FOR POSSIBLE FUTURE STREET PURPOSES is executed this _____ day of ________________, 2019, by the Town of Onalaska, La Crosse County, Wisconsin (the “Town”) and the Village of Holmen, La Crosse County, Wisconsin (the “Village).

RECITALS:

A. The Town and the Village are beneficiaries of a 66’ reservation for possible future street purposes (the “Reservation”) over Lot 1 of Certified Survey Map recorded June 2, 1999 in Volume 8 of Certified Survey Maps, page 160 as Document Number 1228879, Town of Onalaska, La Crosse County, Wisconsin.

B. Lot 1 of aforesaid Certified Survey Map is encumbered by the Reservation.

C. The Town and the Village are no longer in need of the Reservation.

D. The Town and the Village desire to terminate and release the Reservation.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and the Village hereby terminate and release all of their and the public’s rights, titles, interests and benefits in and to the Reservation and the Reservation shall no longer encumber Lot 1 of Certified Survey Map, recorded June 2, 1999 in Volume 8 of Certified Survey Maps, page 160 as Document Number 1228879, Town of Onalaska, La Crosse County, Wisconsin.

IN WITNESS WHEREOF, this document was executed by the undersigned as of the date first above written.

TOWN OF ONALASKA:

By: __________________________
Name/Title: ____________________

VILLAGE OF HOLMEN:

By: __________________________
Name/Title: ____________________

TOWN OF ONALASKA:

By: __________________________
Name/Title: ____________________

VILLAGE OF HOLMEN:

By: __________________________
Name/Title: ____________________
ACKNOWLEDGMENT

STATE OF WISCONSIN

COUNTY OF LA CROSSE

Personally came before me this _________ day of ________________, 2019, the above named ____________________________, who acknowledged himself/herself to be ____________________________, and to me known to be the person who executed the foregoing instrument with such authority of said entity and acknowledged the same.

________________________________________
Name:
Notary Public, State of Wisconsin
My Commission: ________________________

ACKNOWLEDGMENT

STATE OF WISCONSIN

COUNTY OF LA CROSSE

Personally came before me this _________ day of ________________, 2019, the above named ____________________________, who acknowledged himself/herself to be ____________________________, and to me known to be the person who executed the foregoing instrument with such authority of said entity and acknowledged the same.

________________________________________
Name:
Notary Public, State of Wisconsin
My Commission: ________________________

ACKNOWLEDGMENT

STATE OF WISCONSIN

COUNTY OF LA CROSSE

Personally came before me this _________ day of ________________, 2019, the above named ____________________________, who acknowledged himself/herself to be ____________________________, and to me known to be the person who executed the foregoing instrument with such authority of said entity and acknowledged the same.

________________________________________
Name:
Notary Public, State of Wisconsin
My Commission: ________________________
Located in part of the SW 1/4 of the NW 1/4 of Section 17, T.17 N., R.7 W., Town of Onalaska and the Village of Holmen, LaCrosse County, WI. Prepared for Gale Ross, W6870 Hidden Valley Road, Holmen, WI.

LEGAL DESCRIPTION

A Parcel of Land being part of the Southwest Quarter of the Northwest Quarter (SW 1/4 - NW 1/4) of Section Seventeen (17), Township Seventeen North (T.17 N.), Range Seven West (R.7 W.), Town of Onalaska and the Village of Holmen, LaCrosse County, Wisconsin, described as follows: Commencing at the West Quarter Corner of said Section 17, Thence North 74°50' East 27.71 feet to a 2" Iron Pipe found. Thence North 1°11' West 638.53 feet to a Iron Pipe found. Thence North 88°55' East 8.72 feet to the East Right of Way of CTH "SH" and the Point of Beginning of this described Parcel. Thence North 0°58' East 256.18 feet. Thence North 88°55' East 475.57 feet to an Iron Pipe found. Thence South 12°22' 30" East 261.23 feet. Thence South 88°55' West 527.23 feet to the Point of Beginning. Parcel contains 125,448 Sq. Ft. (2.949 acres), more or less. Lot 1 Subject to a Street Reservation, said Reservation being the West 66.00 feet of said Lot 1. Subject to any implied or recorded Easements.

SURVEYORS CERTIFICATE

I, Philip Scholze, Registered Professional Surveyor, do hereby certify that I have surveyed and mapped the land shown hereon by the order of and under the direction of Gale Ross, and that I have compiled with chapter 236.34 of the Wisconsin Statutes, and the LaCrosse County and the Village of Holmen Subdivision Control Ordinance.

Approved
Town of Onalaska
Resolution Date 2-24-99

Village of Holmen
Resolution Date 4-8-99

[Signatures]

Deborah J. Flock
Register of Deeds
La Crosse County

Vol. 8 Page 160
EAST ELEVATION
NO SCALE

NOTE:
THESE ELEVATIONS HAVE BEEN DESIGNED TO MEET THE REQUIREMENTS OF THE CITY ARCHITECTURAL DESIGN STANDARDS AND THE APPROVAL OF THE PLANNING COMMISSION. CHANGES SHALL NOT BE MADE TO THE APPROVED ELEVATIONS UNLESS APPROVED BY EITHER THE BNS DIRECTOR OR THE PLANNING COMMISSION.

FACADE SF BETWEEN 2' AND 10' = 816 SF
GLASS SF BETWEEN 2' AND 10' = 343 SF
% OF GLASS = 42%

SOUTH ELEVATION
NO SCALE

PRE-CAST SILL - BUFF
ALUMINUM FRAMED WINDOWS
FACADE SF BETWEEN 2' AND 10' = 360 SF
GLASS SF BETWEEN 2' AND 10' = 171 SF
% OF GLASS = 47%

MATERIAL PHOTOGRAPHS:
- ARCHITECTURAL BLOCK
- SUGARIN BAR Celcius GLASS
- BRICK
- STONE BAND/SILL
-oga Nova GRAY VELVET UTILITY BOX
- DRIPL SLOPE TEXTURE
- STONE BAND/SILL SUBDIVISION LINTEL
WEST ELEVATION
NO SCALE

NOTE:
These elevations have been designed to meet the requirements of the city architectural design standards and the approval of the planning commission. Changes shall not be made to the approved elevations unless approved by either the BDS Director or the Planning Commission.

NORTH ELEVATION
NO SCALE

MATERIAL PHOTOGRAPHS:

ARCHITECTURAL BLOCK
TOMAHawk BRAND

BRICK

STONE BANDISILL
ARCHITECTURAL BLOCK

PRE-CAST SILL - BUFF
ALUMINUM FRAMED WINDOWS

PRE-FINISHED PAINTED
ALUMINUM FASCIa TRIM

METAL RTU SCREENING

FAcADE SF BETWEEN 2' AND 10' = 794 SF
GLASS SF BETWEEN 2' AND 10' = 432 SF
% OF GLASS = 54%

FAcADE SF BETWEEN 2' AND 10' = 368 SF
GLASS SF BETWEEN 2' AND 10' = 160 SF
% OF GLASS = 43%

Dr. Randy Moseng, DDS
Holmen, WI
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Abe Rose</td>
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