Village President Proctor called the Planning Commission meeting to order at 6:30PM on Tuesday, March 26, 2019. Present were commission members Proctor, Kertis, Stanek, Rugroden, Anderson, Appold, and Grokowsky; along with advisory members Administrator Heinig and Engineer Chris Dahl. Also in attendance: Pat McKnight, Tim Holtan, Dean Sonsalla, Pat Barlow, and Dean McHugh.

Public Hearings:
None

Approval of the February 26, 2019 Minutes:
Motion by Anderson, seconded by Stanek to approve the minutes of the February 26, 2019 Meeting. Carried 7-0.

Public comment:
None

Agenda Items:
Possible Action and Recommendation on Annexation Petition from Barry and Nancy Lee for 247.6 acres from the Town of Holland and Town of Onalaska.

Administrator Heinig explained the boundaries of the annexations and the exceptions along the Right of Way of Keppel Road leaving open access to the residents along Keppel Road that are not included in this petition. He further explained that this petition has been reviewed by the Wisconsin Department of Administration and found to be in the public interest. It is also consistent with the Village comprehensive plan and with the Town of Holland and Town of Onalaska boundary agreements.

Member Rugroden asked about the traffic impacts at the intersection of Long Coulee Road and Main Street and if this needs to be looked at. Administrator Heinig responded that this wouldn’t warrant an evaluation at his time, but will be evaluated as growth warrants. He also added that the property adjacent and eastward will eventually be annexed and will provide additional access points to residents.

Motion by Stanek, seconded by Anderson to recommend to the village board the approval of the annexation petition from Barry and Nancy Lee for 247.6 acres from the Town of Holland and Town of Onalaska. Carried 7-0.

Possible Action on Petition for Site Plan & Architectural Review (SPAR) from Riverland Energy Coop proposed Outpost on Granary Street

Administrator Heinig reviewed the details of the site plan submitted. He noted that the building is using prefabricated wall panels which is acceptable for an industrial area, but
would not be acceptable for a commercial area. The materials and color selection are appropriate and acceptable. The lighting plan was not included due its size and complexity, but was well done for this site. The landscaping plan also meets the SPAR requirements. The fencing details shown are incorrectly shown on the landscaping sheet exhibit. The fencing will be vinyl and completely enclose the cold storage building as is shown on the site plan sheets. The stormwater plan generally drains to the rear of the site into the site stormwater basins. He also noted that the west most driveway was in very close proximity to the storm inlet on Granary Street and that the driveway must not impact that inlets function.

Engineer Dahl noted an overflow pipe was connected from Stormwater pond 1 into the existing storm inlet located on Granary Street. Since the hydraulics on Granary Street have adequate capacity for the roadway only it was recommended that the pipe be removed and the overflow be directed to the back of the site.

Member Stanek asked what the fence height was, and for clarification for future considerations where prefabricated panel construction be acceptable. Administrator Heinig answered that the fence was going to be 6’ high opaque vinyl fence as it must screen the cold storage building. He also said prefabricated panels are acceptable for an industrial area, but not in a commercial area.

Member Appold noted this is the first building in the industrial development and its approval would be the comparison for any upcoming buildings in the development.

**Motion by Appold, seconded by Anderson** to approve the site plan and architectural review from Riverland Energy proposed outpost on Granary Street. 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; provided the fence encloses the cold storage building as noted, no impacts to the storm inlet on Granary Street, and the connection from the storm pond 1 to inlet be removed. Carried 7-0.

**Updates and other informational items from and before the Planning Commission:**
Members voiced approval for a very good site plan submitted by Riverland Energy. Administrator Heinig shared that next month will have a development, another annexation, and a rezoning petition for consideration.

**Adjourn:**

**Motion by Appold, seconded by Grokowsky** to adjourn at 6:56PM. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer
VILLAGE OF HOLMEN ANNEXATION PETITION

The undersigned, being all the electors and owners of all of the real property described below, do hereby petition the Village of Holmen for direct annexation of said described properties now located in the Town of, _Holland_ and _Onalaska_ in La Crosse County, Wisconsin, to said Village of Holmen pursuant to Wisconsin Statutes, Sec. 66.0217(2) This land is contiguous to the Village of Holmen limits and is described as follows:

Description of property: See both descriptions of both exhibits A and B

Total Acreage: 247.6 (118.95 + 129.25)

Tax Parcel No(s): 8-116-1, 8-116-1, 8-45-0, 8-47-0, 10-116-0, 10-117-1, 10-117-1
10-119-1, 8-116-1, 8-45-0, 10-121-7, 10-119-1

The proposed Village zoning on these parcels is: _Rag_

The current population of the territory affected by this petition is: 3

Dated this 11th day of January, 2019

State of Wisconsin
County of La Crosse

Personally came before me this 11th day of January, 2019,
known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission Expires: 11/13/22

[Signature]

Owner name (Exctor)

Nancy D. Lee

Owner name (Exctor)

37047 County Road V
Holmen, WI 54636
Owner address

---

Dated this 11th day of January, 2019

State of Wisconsin
County of La Crosse

Personally came before me this 11th day of January, 2019,
known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission Expires: 5/31/22

[Signature]

Owner name (Exctor)

Tyler Lee

Owner name

37053 County Road V
Holmen, WI 54636
Owner address
EXHIBIT A

ANNEXATION DESCRIPTION


CONTAINING 118.25 ACRES.

DRAFTED BY: RICHARD A. BERG, PLS #1213

Richard A. Berg 2-10-2019
EXHIBIT B

ANNEXATION DESCRIPTION

PART OF THE SW1/4 OF THE SW1/4, AND PART OF THE SE1/4 OF THE SW1/4, AND PART OF THE SW1/4 OF THE SE1/4 OF SECTION 5, T17N, R7W, AND PART OF THE NW1/4 OF THE NW1/4, AND PART OF THE NE1/4 OF THE NW1/4, AND PART OF THE NW1/4 OF THE NE1/4, AND PART OF THE SE1/4 OF THE NW1/4 OF SECTION 8, T17N, R7W, TOWN OF ONALASKA, LACROSSE COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SECTION 8, T17N, R7W; THENCE N88°59’05”W, 1313.64 FEET, TO THE NORTHEAST CORNER OF THE NW1/4 OF THE NE1/4 OF SECTION 8, T17N, R7W, AND THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE S01°00’29”W, 864.71 FEET ALONG THE EAST LINE OF THE NW1/4 OF THE NE1/4 OF SAID SECTION 8, TO A MEANDER POINT LYING N01°00’29”E, 35 FEET MORE OR LESS FROM THE CENTERLINE OF HALFWAY CREEK; THENCE WESTERLY ALONG A MEANDER LINE ALONG THE NORTHERLY SIDE OF HALFWAY CREEK, THE FOLLOWING (10) COURSES; N61°45’43”W, 319.13 FEET; THENCE S75°34’14”W, 260.20 FEET; THENCE S81°37’39”W, 282.91 FEET; THENCE S52°39’52”W, 194.47 FEET; THENCE N73°14’52”W, 467.92 FEET; THENCE S30°00’33”W, 273.05 FEET; THENCE S77°40’29”W, 430.90 FEET; THENCE S72°13’56”W, 214.51 FEET; THENCE N38°38’14”W, 223.23 FEET; THENCE S88°42’15”W, 474.14 FEET, TO A MEANDER POINT LYING 43 FEET MORE OR LESS NORTHWESTERLY OF THE CENTERLINE OF HALFWAY CREEK, AND 43 FEET MORE OR LESS NORTHEASTERLY OF THE CENTERLINE OF LONG COULEE CREEK; THENCE NORTHERLY ALONG A MEANDER LINE ALONG THE EASTERLY SIDE OF LONG COULEE CREEK, THE FOLLOWING (10) COURSES; N12°11’24”W, 403.55 FEET; THENCE N07°32’22”E, 193.54 FEET; THENCE N31°47’28”W, 207.80 FEET; THENCE N58°50’11”W, 382.46 FEET; THENCE N00°18’08”W, 271.00 FEET; THENCE N11°29’36”W, 347.49 FEET; THENCE N64°08’18”E, 540.77 FEET; THENCE N07°56’36”W, 213.23 FEET; THENCE N64°13’15”E, 251.67 FEET; THENCE N02°04’35”W, 220.10 FEET, TO A MEANDER POINT LYING S61°04’45”E, 32 FEET MORE OR LESS, FROM THE CENTERLINE OF LONG COULEE CREEK, SAID MEANDER POINT BEING IN THE CENTERLINE OF KEPPEL ROAD; THENCE S61°04’45”E, 84.00 FEET ALONG THE CENTERLINE OF KEPPEL ROAD; THENCE SOUTHEASTERLY ALONG THE CENTERLINE OF KEPPEL ROAD, 49.39 FEET ALONG THE ARC OF A 60.00 FOOT RADIUS CURVE, CONCAVE TO THE SOUTHWEST, THE CHORD OF WHICH BEARS S37°29’50”E, AND MEASURES 48.01 FEET; THENCE S13°54’55”E, 91.05 FEET ALONG THE CENTERLINE OF KEPPEL ROAD; THENCE S76°05’05”W, 33.00 FEET, TO THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF KEPPEL ROAD, ALSO BEING A POINT ON THE EAST LINE OF THE SW1/4 OF THE SW1/4 OF SECTION 5, T17N, R7W; THENCE S01°08’32”W, 391.15 FEET ALONG THE EAST LINE OF THE SW1/4 OF THE SW1/4 OF SAID SECTION 5, TO THE NORTHWEST CORNER OF A PARCEL OF LAND DESCRIBED IN DOCUMENT NUMBER 1660180 OF LACROSSE COUNTY RECORDS, AS PARCEL NUMBER 5; THENCE S71°20’14”E, 104.86 FEET ALONG THE NORTHERLY LINE OF THE PARCEL DESCRIBED IN DOCUMENT NUMBER 1660180, AS PARCEL NUMBER 5; THENCE S87°57’29”E, 580.57 FEET ALONG THE NORTH LINE OF THE PARCEL DESCRIBED IN DOCUMENT NUMBER 1660180, AS PARCEL NUMBER 5; THENCE S89°58’39”E, 1949.79 FEET ALONG THE NORTH LINE OF THE PARCEL DESCRIBED IN DOCUMENT NUMBER 1660180, AS PARCEL NUMBER 5, TO THE EAST LINE OF THE SW1/4 OF THE SE1/4 OF SECTION 5, T17N, R7W; THENCE S01°22’02”W, 695.00 FEET ALONG THE EAST LINE OF THE SW1/4 OF THE SE1/4 OF SAID SECTION 5, TO THE POINT OF BEGINNING OF THIS DESCRIPTION.


CONTAINING 129.35 ACRES MORE OR LESS TO THE CENTERLINES OF LONG COULEE CREEK AND HALFWAY CREEK.

DRAFTED BY: RICHARD A. BERG, PLS #1213

Richard A. Berg 2-16-2019
EXHIBIT B
ANNEXATION MAP

OF THE NW1/4 OF THE NE1/4 OF SECTION 8, T.17N, R.7W, TOWN OF OMALASKA, LACROSSE COUNTY WISCONSIN.
(PARCEL NUMBERS 10-119-4, 10-125-1, PART OF 10-117-1, 6 PART OF 10-119-1)
RIVERLAND ENERGY COOP
PROPOSED OUTPOST
HOLMEN, WI

GENERAL NOTES

• The Contractor shall be responsible for verifying all existing conditions including locations of existing utilities and easements.
• All work shall be in compliance with local, state and national codes for respective trades.
• Do not scale drawings.
• The Contractor shall verify all dimensions.
• Drawings and specifications are to be considered as supplementing each other, work specified, but not shown, or shown, but not specified shall be performed as though specified in both specifications and drawings.
• There is some overlap between architectural and structural plans. Review complete plans for architectural/structural work.
C200 - EXISTING CONDITIONS & DEMOLITION PLAN

SCHALLER BOULEVARD

PROPERTY BOUNDARY

NOTE:
CONTRACTOR TO FIELD VERIFY EXISTING UTILITY LOCATIONS

EXISTING 6" WTR SERVICE (CONTRACTION TO WORK, SIZE, LOCATION, & DEPTH)

EXISTING 8" EHS SERVICE (CONTRACTION TO WORK, SIZE, LOCATION, & DEPTH)

CLEAR AND GRUB TREES (CLEANING LIMITS)

GENERAL NOTES:
1. UNDERGROUND UTILITIES ARE SHOWN IN APPROXIMATE LOCATIONS ONLY AND ARE NOT SHOWN IN THEIR ENTIRETY. CONTRACTOR SHALL NOT BE LIABLE FOR ANY DAMAGE CAUSED BY EXISTING UTILITIES.
2. CONTRACTOR SHALL NOT BE RESPONSIBLE OR LIABLE FOR ANY DAMAGE CAUSED TO EXISTING UTILITIES.
3. CLEANING AND GRUBBING SHALL ONLY BE IN THOSE LOCATIONS DIRECTED BY THE ENGINEER AND/OR OWNER. CONTRACTOR SHALL NOTIFY ALL UTILITIES, SEWER, AND CORRESPONDING UTILITY PERSONNEL PRIOR TO CLEANING OR GRUBBING. ALL WORK WITH POTENTIAL HAZARDS SHALL BE COORDINATED WITH THE ENGINEER AND/OR OWNER.
4. CONTRACTOR SHALL NOTIFY ALL UTILITIES PRIOR TO CLEANING OR GRUBBING.
5. CONTRACTOR TO COORDINATE LOCATIONS AND LIMITS OF SOCKETS WITH THE PROJECT MANAGER.
6. CONTRACTOR TO FIELD VERIFY EXISTING UTILITY LOCATIONS.

C200 - EXISTING CONDITIONS & DEMOLITION PLAN

RIVERLAND ENERGY COOP
PROPOSED OUTPOST

SPAR REVIEW

C200
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tim Holton</td>
<td>Blair</td>
</tr>
<tr>
<td>Dean Sansella</td>
<td>Whipple</td>
</tr>
<tr>
<td>Pat Barlow</td>
<td>907 Dani Ln, Holmen</td>
</tr>
<tr>
<td>Dean McHutt</td>
<td>17010 Evergreen Way</td>
</tr>
<tr>
<td>Pat McKnight</td>
<td>Lake Forest Courier</td>
</tr>
</tbody>
</table>