Village of Holmen
Planning Commission Minutes
March 28, 2023

Village President Barlow called the Planning Commission meeting to order at 6:00 pm on Tuesday, March 28, 2023. Present were commission members Barlow, Stanek, Grokowsky, Appold, Nicklaus, Kertis, and Kulcinski; along with advisory members Administrator Heinig and Engineer Dahl. Also in attendance was Dave Clark, Ryan Welke, Jared White, Tyler Nolan, Mikayla Williams, and Joyce Pryor.

Public Hearings:

Petition for Conditional Use Permit from investor David Clark for a Two-family dwelling/residence at 605 2nd Avenue East (Tax #14-102-9) in an R-3 Existing Single Family Mixed Residential Zoning District.

Motion by Kulcinski, seconded by Appold to open the public hearing. Carried 7-0.

Administrator Heinig stated this petition is for the vacant lot located just south of 605 2nd Street. The lot is located in a R-3 zone in an older plat with 100’ frontage. He stated the R-3 zoning requires a 50’ fronting lot and while it would be possible to construct 2 smaller homes on separate lots the petitioner is asking to construct a duplex on the lot.

Dave Clark stated that he is the petitioner. He felt that it was more feasible to construct a duplex as opposed to 2 separate smaller homes. Each unit of the duplex will be approximately 1400 square feet slab on grade, 3 bed, 2 bath, 2 car garage, and meet the required setbacks for a typical R-4 lot, let alone the R-3 lot which it is.

Jared White stated that he was a partner in the construction. He agreed with Dave’s prior statement and added that leaving the proposed 14’ side yard setbacks left a more appealing neighborhood feel and the construction time for one building as opposed to two would result in less interruption for the neighbors.

Motion by Grokowsky, seconded by Kulcinski to close the public hearing. Carried 7-0.

Approval of the February 28, 2023 minutes:

Motion by Stanek, seconded by Kulcinski to approve the minutes of the February 28, 2023 Meeting. Carried 7-0.

Public comment:

None

Agenda Items:
Possible Action and Recommendation on Petition for Conditional Use Permit from investor David Clark for a Two-family dwelling/residence at 605 2nd Avenue East (Tax #14-102-9) in an R-3 Existing Single Family Mixed Residential Zoning District.

Member Kertis asked why the lot lines were so close to the existing building at 605. Administrator Heinig explained that the original garage was on the south side of the house. The owner constructed a new garage on the north side of the house and the lot to the south was left empty. He also added that the county mapping shown in the exhibits can skew the locations depending on the aspect of the camera. He stated that the house at 605 is R-3 compliant with a 6-foot setback.

Member Kulcinski asked if there were any objections received to the petition. Administrator Heinig stated that he hadn’t received any.

Member Nicklaus asked how the neighborhood is informed. Administrator Heinig stated all parcels within 150 feet of the parcel are notified by mail.

Member Grokowsky asked how common these types of petitions are. Administrator Heinig stated these are rare and limited to infill in older subdivisions. He stated during his tenure the Village has approved the split of a few existing individual buildings into duplexes, but hasn’t done any new construction duplexes in a single family zone.

Member Barlow asked if a lot line should be added. Administrator Heinig stated that adding a lot line would require rezoning which would not be comprehensive plan compliant. The petitioner Dave Clark stated he would prefer to build and market a twin home with R-6 zoning. Administrator Heinig stated that doing so would set a precedent of approving spot zoning and spot subdivision in neighborhoods, in direct conflict with those zoning districts. He recommended to the commission not to consider such proposals because R-6 zoning may not be a good fit for other single family neighborhoods. Lastly, he suggested that if the rendering brought to the commission tonight was acceptable the approval could have a contingency for the building to follow that submittal.

Motion by Kulcinski, seconded by Kertis to recommend approval of the Petition for Conditional Use Permit from investor David Clark for a Two-family dwelling/residence at 605 2nd Avenue East (Tax #14-102-9) in an R-3 Existing Single Family Mixed Residential Zoning District contingent on the building constructed follow the drawings submitted. Carried 6-1; member Stanek opposed.

Possible Action on Site Plan & Architectural Review (SPAR) Petition from owner Hope Stay Assisted Living Facility for a new Addition on Circle Drive.

Administrator Heinig stated that Hope Stay has acquired the parcel south of their present facility and would like to add an addition. However, they are delinquent on several Village bills, and this item should be tabled until they are current on all Village financial business.
Motion by Kulcinski, seconded by Nicklaus to table the any action until the owners have settled their payments owed. Carried 7-0.

Possible Action on Site Plan & Architectural Review (SPAR) Petition from owner ROX Investments for Business Condo Campus on Granary and Rotterdam.

Administrator Heinig stated the proposal is located north of STH 35 and west of USH 53 on the corner of Rotterdam Avenue and Granary Street. The proposal is for 3 separate townhouse style business condos. He pointed out they are creating more impervious areas utilizing underground infiltration vs a conventional open greenspace design using the greenspaces along with above ground infiltration areas for stormwater infiltration. He stated the design uses a masonry stone product under the eaves and LP accents in the centers. There are red shakes under the gables which face the parking lot. He stated that face could add some masonry, but the other face is adequate to make up for the small percentage missing. He stated that the corners on the center building should have the stone masonry wrap around the corner similar to the end structures. The landscaping requirements are met with shrubs located in the front of the center building, along the back of the sidewalks, and along the back-lot lines. The lighting is located under the eaves and downward directed. Each unit has a small area above the entry door for signage. A ground monument would be permitted for the site, but has not been requested at this time.

Member Stanek asked if there were concerns with the underground storm infiltration design. Administrator Heinig stated he had no concerns and added they are common place in other developing areas.

Member Kertis asked if there were enough parking spaces allotted. Administrator Heinig stated each unit has a couple spots provided which is technically sufficient for the site. He stated that the use of the individual units will determine the number of spots needed and that the individual units will have to balance and share spots accordingly.

Member Appold asked if the layout provided the dimensions to allow truck traffic. Administrator Heinig stated the layout did provide for truck traffic. He also pointed out that the end units were designed with truck bays located at the ends of the buildings.

Motion by Stanek, seconded by Appold to approve the Site Plan & Architectural Review (SPAR) Petition from owner ROX Investments for Business Condo Campus on Granary and Rotterdam contingent upon the stone masonry product on the center building is wrapped around the corner to the center of the wall between the service door and entry door. Finding that the purposes 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.

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

Administrator Heinig stated there would be meeting next month.
Adjourn:

Motion by Appold, seconded by Kertis to adjourn at 6:50 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer.
EXTERIOR ELEVATIONS - BUILDING 1

1. NORTH ELEVATION - BUILDING 1

2. SOUTH ELEVATION - BUILDING 1

3. EAST ELEVATION - BUILDING 1 - AREA A

4. WEST ELEVATION - BUILDING 1 - AREA A

5. WEST ELEVATION - BUILDING 1 - AREA B

6. EAST ELEVATION - BUILDING 1 - AREA B
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
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<tbody>
<tr>
<td>Dave Clark</td>
<td>723 4th Ave N Onalaska</td>
</tr>
<tr>
<td>Ryan Winne</td>
<td>1823 Brooklyn Place Holmen</td>
</tr>
<tr>
<td>Jared White</td>
<td>275 Hickory LN Onalaska</td>
</tr>
<tr>
<td>Tyler Nolen</td>
<td>605 2nd Ave E</td>
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<tr>
<td>Mikayla Williams</td>
<td>605 2nd Ave E</td>
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<tr>
<td>Joyce Price</td>
<td>511 2nd Ave E</td>
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