Village of Holmen
Planning Commission Minutes
June 27, 2023

Village President Barlow called the Planning Commission meeting to order at 6:00 pm on Tuesday, June 27, 2023. Present were commission members Barlow, Stanek, Kulcinski, Appold, Nicklaus, Kertis, and Baird; along with advisory members Administrator Heinig and Engineer Dahl. Also in attendance was Kyle Schauf and Ryan Ostreng.

Public Hearings:

None

Approval of the May 30, 2023 minutes:

Motion by Nicklaus, seconded by Appold to approve the minutes of the May 30, 2023 Meeting. Carried 7-0.

Public comment:

None

Agenda Items:

1. Possible Action on Site Plan & Architectural Review (SPAR) Petition from NEL Investments, LLC, for 5-unit Business Condo at 421 North Star Road

Administrator Heinig stated the proposed building is a 5-unit business condo located on an in-fill parcel on North Star Drive within the South Holmen Drive Design Corridor. He then reviewed the building elevations. The west elevation facing North Star Drive uses the correct percentages of masonry and two types of LP siding above the masonry to give the building an appealing look. The north elevation has masonry pillars on the building ends and masonry wrapping the doors along with two types of LP siding. The east elevation faces Holmen Drive and has masonry pillars on the building ends and continues the same two LP siding type concept. The south elevation is similar to the north elevation, minus the doors. The site lighting is on the building and downward directed. There is a monument sign for the building located between the driveway entrance and the private sidewalk leading to the building. Each unit will have an area located over the service door for individual signage. The landscaping meets the requirements and fits the green space provided. Administrator Heinig stated the building is lacking the recommended parking spaces. After prior discussions with the architect the building width was reduced to add the parallel parking spaces in front of the overhead doors. The site now has 9 parking spaces with an additional handicapped space. There was no stormwater information submitted with the submittal, and the stormwater detention area appears to be undersized. He recommended that any approval require a full stormwater plan with adequate capacity to
maintain the stormwater generated on-site. Lastly, he added that a potential solution to the parking and stormwater issues would be to reduce the building size along with number of units in the building thereby creating more greenspace and reducing the number of parking spaces required.

Member Stanek noted the proposal has only one way in and out. He asked if there were room to add another entrance and provide angle parking. Administrator Heinig stated there is no room on the parcel for the dimensions required of angle parking.

Member Kertis asked what is the minimum number of parking spaces for a building of this type, and how many of those are required to be handicapped. Administrator Heinig stated the number of spaces is based on the square footage of the building, number of units, and proposed use. In this case the proposed use isn’t known, but he would recommend providing 3 spaces per unit. There is a state requirement to provide handicapped parking, and the 1 space provided meets that requirement.

Member Appold noted the parking spaces provided in front of the building are prohibitive by restricting the use of the overhead doors.

Member Kertis stated he would like to see a minimum of 3 parking spaces provided for each unit.

Member Barlow stated the proposal need to account for the stormwater generated.

**Motion by Kulcinski, seconded by Kertis** to deny the Site Plan & Architectural Review (SPAR) Petition from NEL Investments, LLC, for 5-unit Business Condo at 421 North Star Road as submitted and to recommend the applicant resubmit a proposal that provides the recommended 3 parking spots per unit and adequately addresses the stormwater generated on-site. Carried 7-0.

The architect Kyle Schauf stated he discussed the size of the building and parking provided with Administrator Heinig. He said he will relay the discussions and motion to his clients and they will have to make an analysis of them to determine the path forward.

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

Member Kulcinski has been hearing concerns from citizens regarding traffic conditions near the USH 53/STH 35 interchange and STH 35/Schaller Boulevard intersection. Administrator Heinig stated he is aware of those concerns. He and Engineer Dahl have been in communication with the state and county as the roads are in their jurisdiction and any changes will require their approval.

Member Baird introduced himself to the commission, stating his employment history with the La Crosse and Holmen School districts, his association with the Holmen Foundation, Holmen Lutheran Church, as well as numerous family ties to the local communities.
Administrator Heinig stated that currently there are no items for next month’s agenda.

Adjourn:

**Motion by Appold, seconded by Kertis** to adjourn at 6:32 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer.
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Planning Commission

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