

**Village of Holmen
Planning Commission Minutes
July 25, 2023**

Village President Barlow called the Planning Commission meeting to order at 6:00 pm on Tuesday, July 25, 2023. Present were commission members Barlow, Stanek, Kulcinski, Appold, Nicklaus, and Baird; along with advisory members Administrator Heinig and Engineer Dahl. Member Kertis was absent. Also in attendance was Kyle Schauf and Clint Meyer.

Public Hearings:

None

Approval of the June 27, 2023 minutes:

Motion by Kulcinski, seconded by Nicklaus to approve the minutes of the June 27, 2023 Meeting. Carried 6-0.

Public comment:

None

Agenda Items:

1. Possible Action on Site Plan & Architectural Review (SPAR) Petition from NEL Investments, LLC, for 4-unit Business Condo at 421 North Star Road

Administrator Heinig stated the proposed building was revised from the 5-unit business condo considered in the June 27 commission meeting to a 4-unit business condo. He stated the materials, signage, lighting and landscape concepts are all essentially the same as the prior submittal. What has changed is a unit was dropped off the building to reduce the length of the structure. Another modification is that one unit is larger than the other 3. Newly added, additional parking was provided, and a biofilter was added on the east side of the building. He stated the parking is now adequate for the building type proposed. However, the site plan lacks sufficient detail to determine the hydraulic adequacy of the proposal. He recommended any approval be contingent on the applicant completing a comprehensive site plan and hydraulic analysis for the review and approval of the Village Engineer.

Motion by Kulcinski, seconded by Stanek to Approve the Site Plan & Architectural Review (SPAR) Petition from NEL Investments, LLC, for 4-unit Business Condo at 421 North Star Road contingent on the Village Engineer's review and approval of the site plan and hydraulic analysis. Finding that the purposes of the SPAR Ordinance have been reasonably met, all external building colors and materials, overall building layout and

design, planned landscape plan, planned onsite lighting and planned onsite signage as submitted. Once reviewed, if the contingent stormwater/hydraulic analysis demonstrates that the development is not possible within the constraints of the approved site and site plan, then the SPAR shall be deemed “Denied” and must be resubmitted for any further consideration. Motion Carried 6-0.

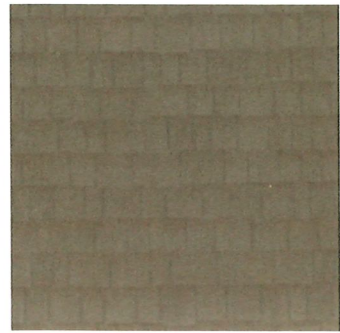
Updates and other informational items from and before the Planning Commission:

Administrator Heinig stated that currently there are no items for next month’s agenda.

Adjourn:

Motion by Appold, seconded by Stanek to adjourn at 6:08 pm. Carried 6-0.

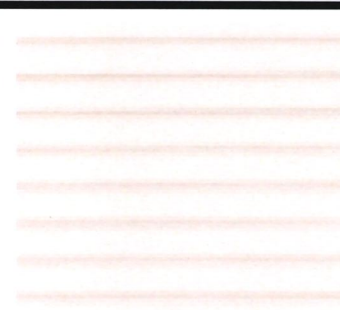
Minutes prepared by Chris Dahl, Village Engineer.



LP SMARTSIDE
"SHAKE"



veneer stone
"LEDGESTONE"

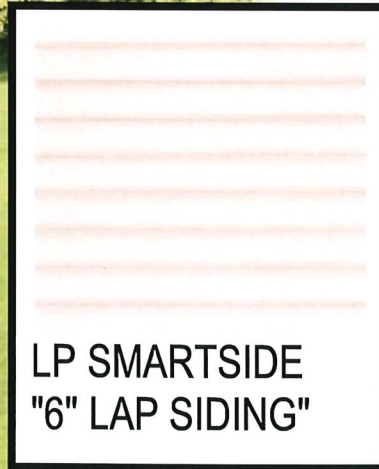


LP SMARTSIDE
"6" LAP SIDING"

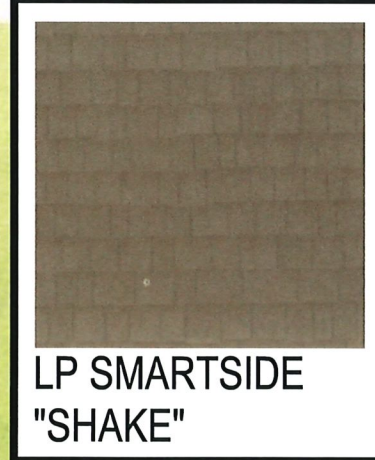




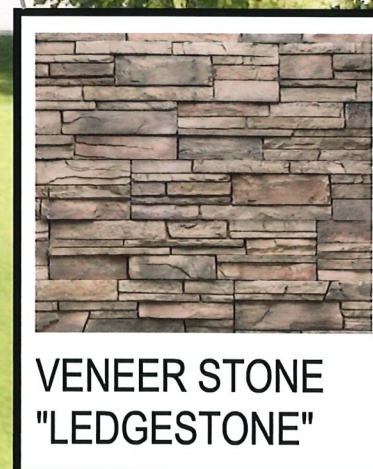
ARCHITECTURE
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INTERIOR DESIGN
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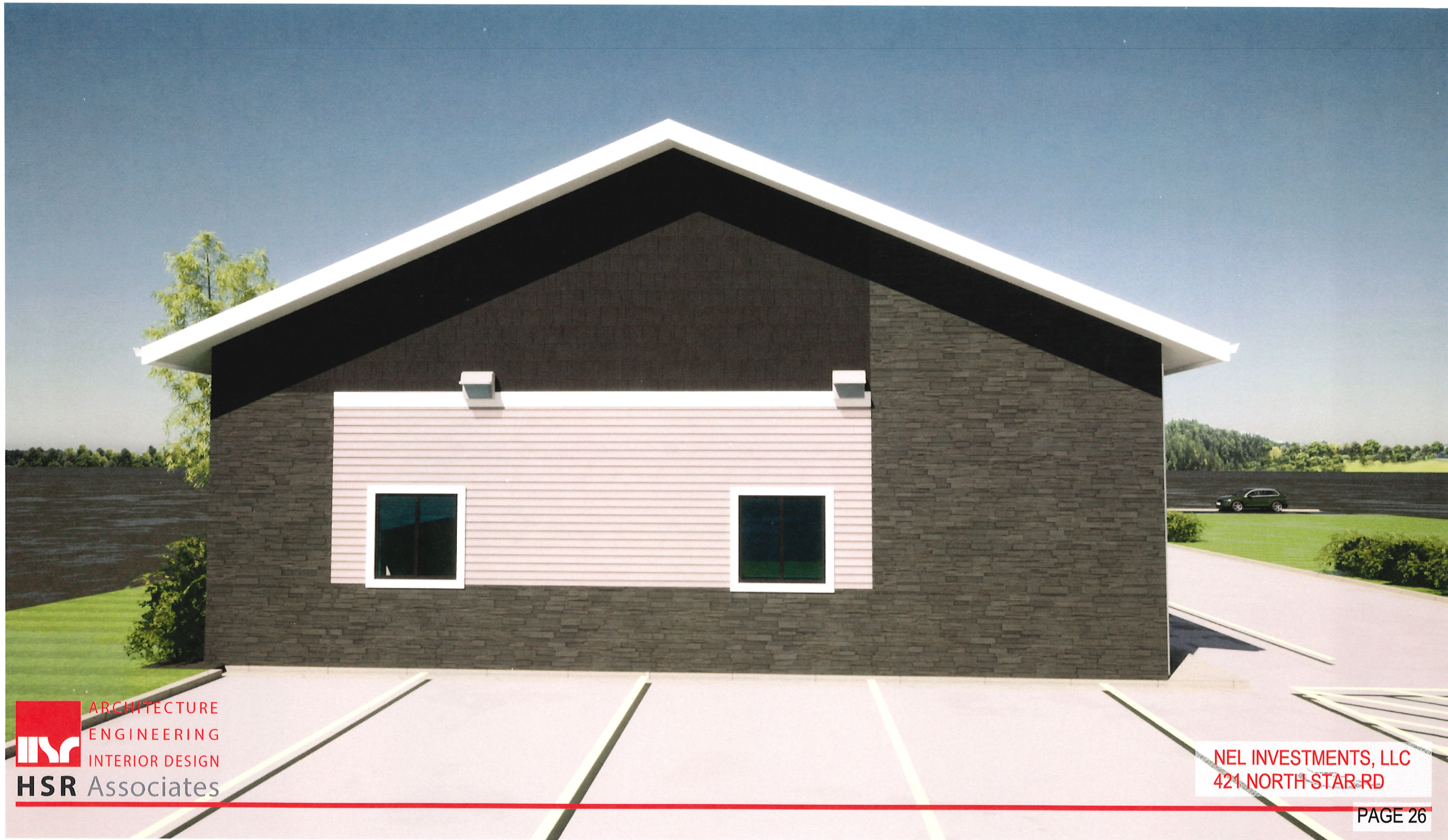


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"SHAKE"



veneer stone
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NEL INVESTMENTS, LLC
421 NORTH STAR RD

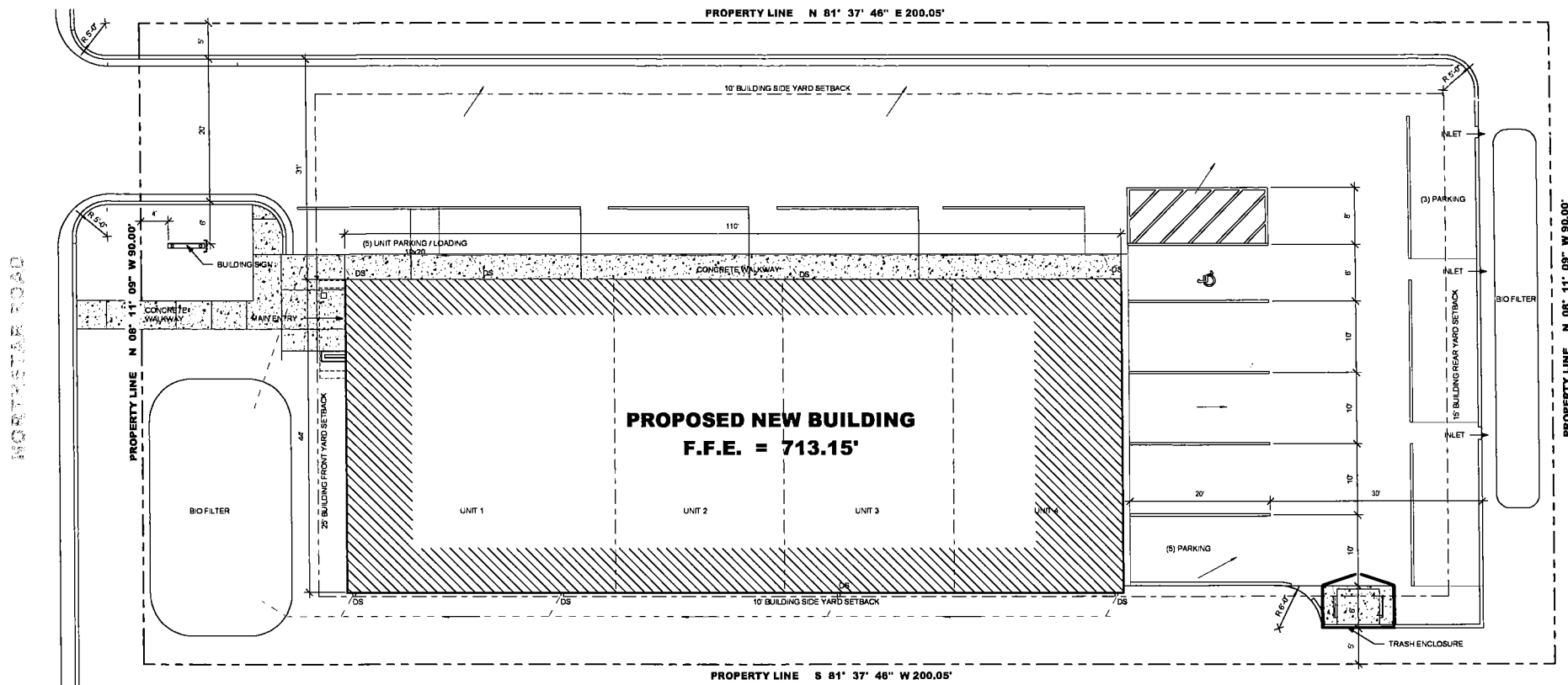




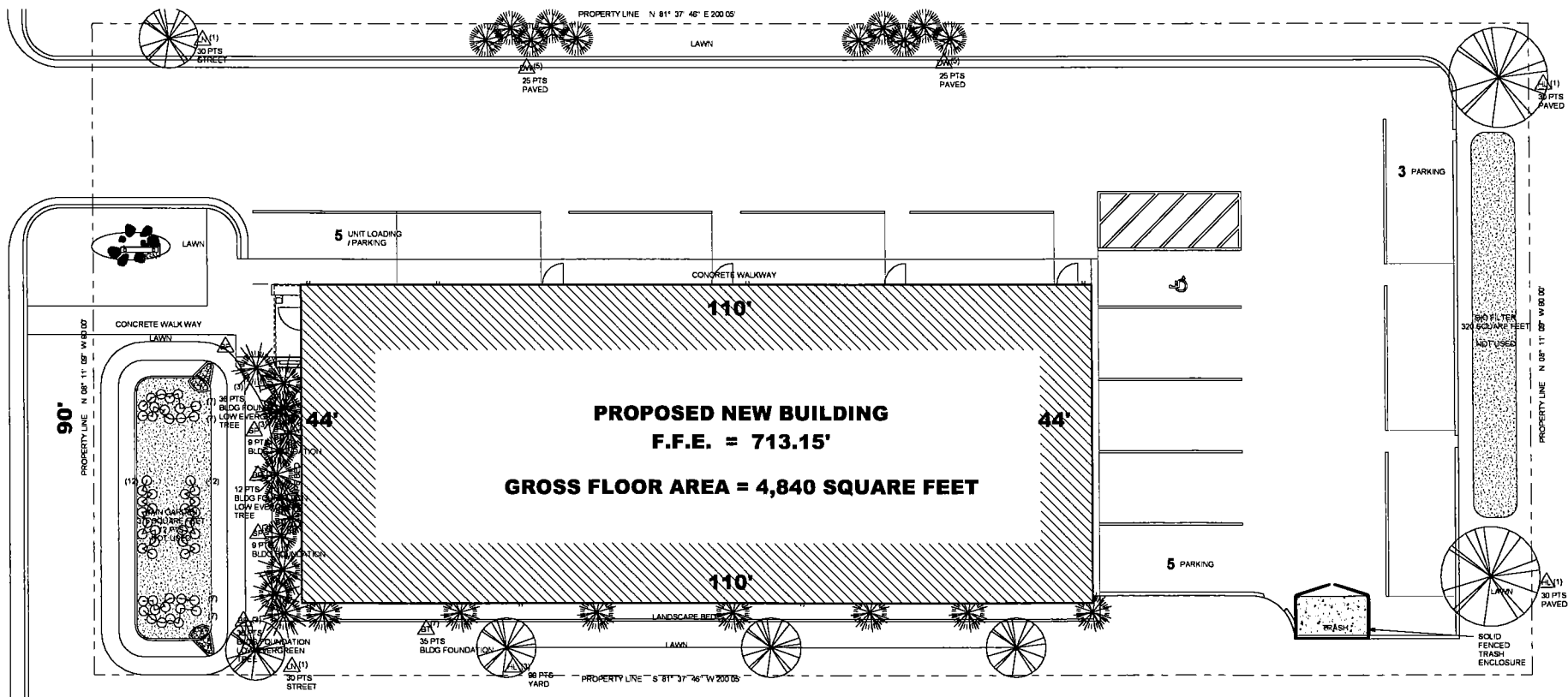
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NEL INVESTMENTS, LLC
421 NORTH STAR RD

PAGE 27



1 SITE LAYOUT PLAN
1/8" = 1'-0"



2 LANDSCAPE PLAN
1/8" = 1'-0"

SITE LAYOUT NOTES:

- LOCATION OF UTILITIES, PAVED SURFACES, STORM DRAINAGE, ETC., ARE APPROXIMATE BASED ON PREVIOUS PLANS FOR CONSTRUCTION IN THIS AREA. FIELD VERIFY ALL ITEMS AND REPORT DISCREPANCIES TO ENGINEER AND/OR OWNER IMMEDIATELY UPON DISCOVERY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION OF ALL EXISTING UTILITIES, WHETHER SHOWN ON THESE PLANS OR NOT, BEFORE COMMENCING WORK, AND SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE CAUSED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES. CALL DIGGER'S HOTLINE (800) 242-8511
- NO WORK SHALL PROCEED UNTIL ALL UNDERGROUND UTILITIES HAVE BEEN VERIFIED WITH THE UTILITY COMPANIES.
- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ARRANGE FOR ANY NECESSARY INSPECTIONS BY LOCAL GOVERNMENT THAT MAY BE REQUIRED.
- PROVIDE A MINIMUM SLOPE AWAY FROM BUILDING OF 1/2" PER FOOT UNLESS NOTED OTHERWISE.
- SOIL BEARING CAPACITY HAS BEEN ASSUMED. REPORT ANY AND ALL DISCREPANCIES TO SUCH ASSUMPTIONS AS DISCOVERED DURING EXCAVATION TO ENGINEER AND/OR OWNER.
- THE OWNER SHALL PROVIDE DESIGNATED SPACE ADJACENT TO THE BUILDING FOR THE COLLECTION OF RECYCLABLE WASTE MATERIALS AS PER SPS 362.0400(2)
- OWNER TO PROVIDE AT LEAST 1 VAN ACCESSIBLE PARKING SPACE (132' MIN. WIDTH) AS PER 1 ICC/ANSI 117.1, CHAPTER 5, INCLUDE VEHICLE SPACE AND AISLE MARKING AS PER ICC/ANSI 117.1, FIG. 502.2. PROVIDE SIGNAGE AT HANDICAPPED PARKING STALLS AS PER ICC/ANSI 117.1, SECTION 703.6.3.1 WITH INTERNATIONAL SYMBOL OF ACCESSIBILITY. INCLUDE "VAN ACCESSIBLE" SIGN AT VAN PARKING SPACE. BOTTOM OF SIGNS TO BE 60" ABOVE PAVING AT PARKING STALLS

— DRAINAGE LINE

PARKING REQUIRED =
3 STALLS: 1 UNIT
3 STALLS X 4 UNITS
12 STALLS REQ: 13 STALLS PROVIDED

GENERAL LANDSCAPE NOTES:

- VERIFY UTILITY LOCATION BEFORE BEGINNING ANY WORK
- PLANTING BEDS SHALL HAVE 6" TOPSOIL AND 3" ROCK MULCH THAT MATCHES EXISTING SHADES TREES IN LAWN AREAS SHALL BE MULCHED WITH 4" SHREDED HARDWOOD BARK MULCH RING
- PROVIDE STEEL EDGING AROUND ALL PLANTING BEDS AS PER PLANS. BIOFILTER EDGING TO BE BELGIAN RETAINING WALL AND BELGIAN WEDGE WALL BLOCK AS MANUFACTURED BY MIDWEST MANUFACTURING. BIOFILTER TO HAVE 4" SHREDED HARDWOOD BARK MULCH
- NEW LAWN AREAS SHALL BE RESTORED WITH SEED AND MULCH OR SOO AS DIRECTED BY OWNER
- MODIFICATIONS TO PLANT SPACING MAY BE ADJUSTED IN THE FIELD BY LANDSCAPE CONTRACTOR. LANDSCAPE ARCHITECT SHALL BE NOTIFIED OF ANY PROPOSED CHANGES TO PLANT MATERIALS OR DESIGN
- LANDSCAPE CONTRACTOR SHALL VISIT SITE, INSPECT EXISTING CONDITIONS AND REVIEW PROPOSED PLANTING AND RELATED WORK
- THE LANDSCAPE ARCHITECT'S ESTIMATED QUANTITIES ARE SHOWN IN THE MATERIAL LIST. SCHEDULE FOR THE CONVENIENCE OF THE CONTRACTOR ONLY. CONTRACTOR SHALL VERIFY QUANTITIES SHOWN ON THE PLAN AND SHALL RELY ON THE SCHEDULED QUANTITIES AT THEIR OWN RISK. THE CONTRACTOR SHALL INCLUDE IN THE BID ALL PLANTINGS SHOWN ON THE DRAWINGS, WHETHER INCLUDED IN THE SCHEDULE OR NOT

SITE ZONED: B-2

BUILDING FOUNDATION:
44' x 110' x 44' x 110' = 308'
308' / 100' = 3.08 X 40 PTS
123 PTS REQ: 137 PTS PROVIDED

PAVED AREA:
13 STALLS
1320' = 85 X 80 PTS
52 PTS REQ: 110 PTS PROVIDED

STREET FRONTAGE:
90'
90' / 100' = 9 X 60 PTS
54 PTS REQ: 60 PTS PROVIDED

YARD:
5280 SQUARE FEET
5280' / 1000' = 5.28 X 15 PTS
80 PTS REQ: 102 PTS PROVIDED

ZONING BUFFER YARD:
N/A

BIO-FILTER SIZING (ESTIMATED):
5% IMPERVIOUS SURFACE OF DRAINAGE MEDIUM REQ
IMPERVIOUS SF: 7,740 PARKING WALKS + 4,880 BUILDING
12,620 SF X 5%
631 SF REQ: 695 SF PROVIDED

PLANT MATERIAL LIST

BP	ROCKY MOUNTAIN BLUE PINE JUNIPER
BT	PURE LINE BUCKTHORN
CW	VANEGATED RED TWO OAKWOOD
HL	BARKING HONEY LOCUST TREE 1 1/2" CALIPER
LN	GREENSPRING LINDEN TREE 1 1/2" CALIPER
SP	GOLD PLUME SPIREA

ARCHITECTURE
ENGINEERING
INTERIOR DESIGN

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Consultant:

NEL INVESTMENTS LLC
PROPOSED HOLMEN BUILDING

Project Title

Project Number: **23025**

Project Date: **JULY 2023**

Drawn By: **HSR**

Key Plan

REVIEW

NOT FOR CONSTRUCTION

Revisions

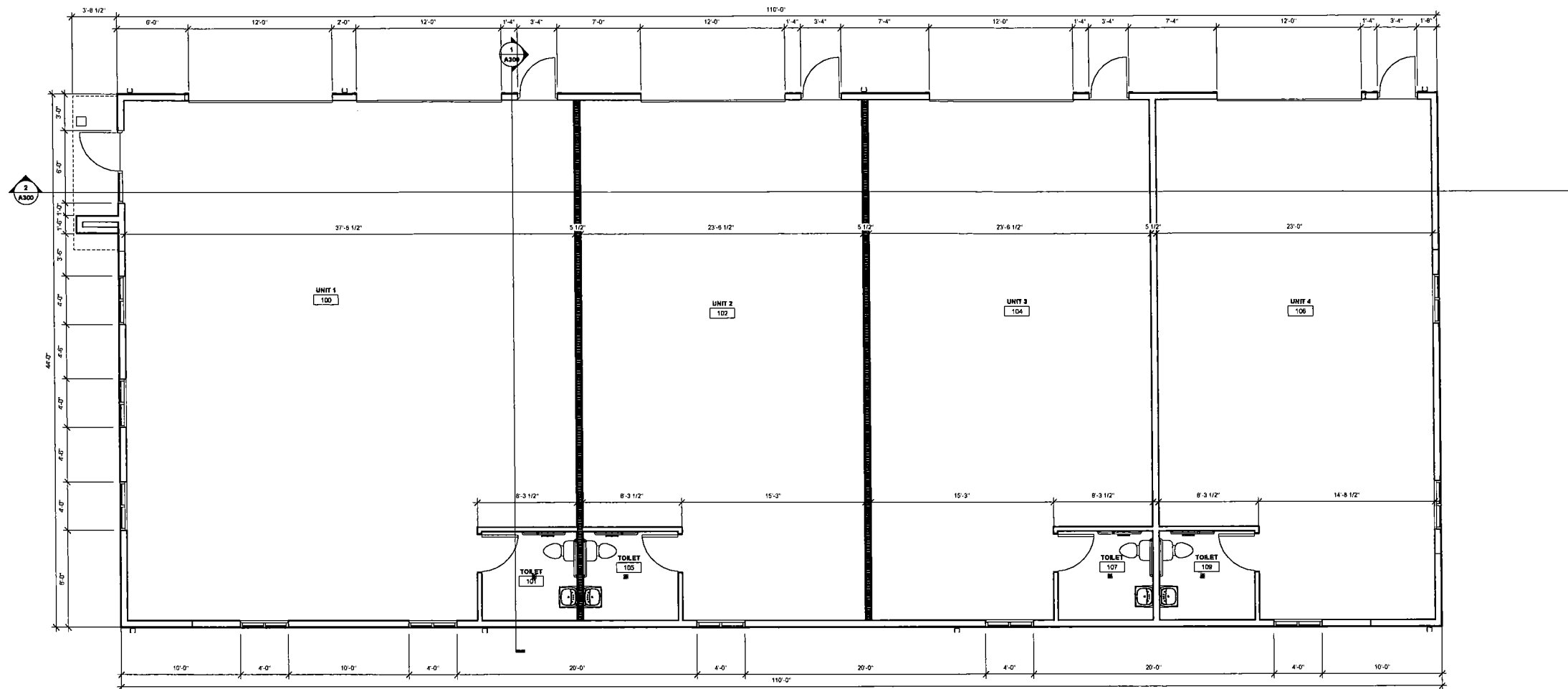
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Graphic Scale

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1 FIRST FLOOR PLAN
1/4" = 1'-0"

ARCHITECTURE
ENGINEERING
INTERIOR DESIGN



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Consultant:

NEL INVESTMENTS LLC
PROPOSED HOLMEN BUILDING

421 NORTH STAR ROAD
HOLMEN, WISCONSIN 54636

FIRST FLOOR

Project Title
HSR Project Number
23025
Project Date
JULY 2023
Drawn By
HSR
Key Plan

REVIEW
NOT FOR
CONSTRUCTION

Revisions	No.	Description	Date

Graphic Scale
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Planning Commission

July 25, 2023

Name

Address

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