

**Village of Holmen
Planning Commission Minutes
September 24, 2024**

President Barlow called the Planning Commission meeting to order at 6:00 pm on September 24, 2024, at the Holmen Village Hall.

Members present: Patrick Barlow, Rich Anderson, Dawn Kulcinski, Joel Appold, Nick Nicklaus, Kevin Baird and Jim Kertis. Also present were Michael Wall, Bart Gunderson, Kris Roppe, Advisory member Administrator Heinig and Clerk/Treasurer Hornberg.

Public Hearing

At 6:01 pm, Joel Appold/Nick Nicklaus motioned to open the public hearing for:

Rezoning Petition from McDonald's USA, LLC, Joel Jackson as Petitioner, for 1.24ac of property at the southwest corner of Holmen Drive and Gaarder Road, from (A) Agriculture to (B-2) General Business District.

The motion carried 7-0.

Administrator Heinig gave an overview of the zoning petition being considered tonight which will update the existing zoning from (A) Agricultural to (B-2) General Business District, in concert with the location as identified on the proposed CSM. He stated that the rezoning is compliant with the comprehensive plan.

Michael Wall, 1102 S. Holmen Drive inquired as to his property values impact due to this project. Wall also asked about the egress and ingress onto Gaarder Road. Administrator Heinig indicated that these details will be addressed within the items being reviewed on tonight's agenda.

No other parties spoke on behalf of the rezoning petition.

Rich Anderson/Nick Nicklaus motioned to close the public hearing at 6:06 pm. The motion carried 7-0.

At 6:07 pm, Jim Kertis/Dawn Kulcinski motioned to open the public hearing for:

Rezoning Petition from JMQ Properties, LLC, Owner as Petitioner, for 3.29ac of property along the southern, east-west segment of Red Clover Street, from (R-5) Multifamily Residential District, to include a (PUD) Planned Unit Development Overlay for the existing R-5 District -2024, An Ordinance Modifying Various Code Text.

The motion carried 7-0.

Administrator Heinig reviewed the zoning petition being considered tonight which will update the existing zoning from (R-5) Multifamily Residential District, to include a (PUD) Planned Unit Development Overlay for the existing R-5 District. Heinig remarked that this area is currently zoned as a multi-family site, there is no change to density and that the rezoning is intended to control design elements on the site and that all aspects of the project's design shall become the all-encompassing zoning.

No parties spoke on behalf of the rezoning petition.

Dawn Kulcinski/Nick Nicklaus motioned to close the public hearing at 6:10 pm. The motion carried 7-0.

Minutes

Rich Anderson/Dawn Kulcinski motioned to approve the minutes of the June 25, 2025 Planning Commission meeting as presented. The motion carried 7-0.

Public Comment

None.

Agenda Items

Certified Survey Map (CSM) land division at the southwest corner of Holmen Drive and Gaarder Possible Road, creating a 1.24ac lot for consideration of possible B-2 General Business District Zoning.

Administrator Heinig stated that this lot has not yet been divided and that there are no concerns regarding the CSM as proposed.

Rich Anderson/Dawn Kulcinski motioned to recommend approval of the Certified Survey Map (CSM) land division at the southwest corner of Holmen Drive and Gaarder Road, creating a 1.24ac lot for consideration of possible B-2 General Business District Zoning as presented. The motion carried 7-0.

Rezoning Petition from McDonald's USA, LLC, Joel Jackson as Petitioner, for 1.24ac (as outlined in the CSM under consideration in Item 5 of this Agenda) of property at the southwest corner of Holmen Drive and Gaarder Road, from (A) Agriculture to (B-2) General Business District.

Administrator Heinig remarked that there was no opposition to this rezoning during the public hearing this evening, nor by formal contact with staff. He commented that the rezoning is consistent with the Comprehensive Plan and recommends the zoning change from A to B-2. He further stated that this item, as well as the CSM, will go before the Village Board for final review and possible approval in October pending tonight's formal PC recommendation.

Joel Appold/Nick Nicklaus motioned to recommend approval of the Rezoning Petition from McDonald's USA, LLC, Joel Jackson as Petitioner, for 1.24ac (as outlined in the CSM under consideration in Item 5 of this Agenda) of property at the southwest corner of Holmen Drive and Gaarder Road, from (A) Agriculture to (B-2) General Business District as presented. The motion carried 7-0.

Petition for Site Plan and Architectural Review (SPAR), Petition by Joel Jackson for potential McDonald's at the southwest corner of Holmen Drive and Gaarder Road

Administrator Heinig reviewed the information presented in the SPAR for McDonald's new proposed location (related to the CSM and rezoning already approved this evening); the building will be full masonry with metal awnings and parapets. The design is simplistic with high quality material and the color schemes comply with SPAR requirements (Earth tones). He stated that there will be no access from the site to Holmen Drive; access to Holmen Drive will be between Gaarder Road & Hale Drive with two driveway approaches with a well-designed drive thru that will wrap around the building. Heinig mentioned that there is a pedestrian connection to the trail and that this building will tie into future investment sites. He remarked that stormwater retention, landscaping with tiered rain gardens and green space are all included and all aspects of the site are very high quality. He noted that the sale of this site will set the base sale price in the area (remarking to the question from public hearing regarding impacts from property values). Heinig responded to questions regarding signs; signage as proposed on the building is very respectful and modest and can be approved as acceptable as part of this

SPAR consideration (final permitting will likely be approved as a separate item proposed by a different contractor); under no circumstances shall additional signage be considered and the design of any ground monument must comply with the 7' high (70 sq. ft. max) restrictions of Holmen Drive's design corridor, and shall be decorative in nature—flashing or moving signs/lights or EVMs are NOT be allowed. The proposed ground monument must be located on private property and is currently identified as shown in the public ROW. He also commented that there was no detailed "lighting plan," and that it must be acknowledged that all on site lighting must be down directed in accordance with Village Ordinances. Heinig answered questions and identified the expectation to address traffic light modifications in the future based on a traffic study contingent on the use of land surrounding the property; at this time traffic expectations should be supported by the existing traffic lights, with minor timing adjustments to the lights themselves. In the future, however, a large commercial development (shopping center) could pose an increase in traffic cuing at the lights, which would impede the proposed northern most drive approach of McDonalds. In such an instance, the Village may require that traffic safety medians be installed and the northern most drive approach to McDonald's would become a "right-in/right-out" access only. He reiterated that as of now the traffic expectations for this site are sufficient and there are no concerns presented with this project as proposed, but that this body may wish to put McDonald's on notice that their northern most driveway approach may become a right-in/right-out in the future; however as of now, staff fully supports the project as presented with the contingency of addressing future signage issues and the downward directed lighting plan as discussed this evening Heinig responded to final questions regarding pedestrian crossing and sidewalks in the area; pedestrian space as proposed is safe and planned the same as other business sidewalk crossings.

Dawn Kulcinski/Rich Anderson motioned to approve the petition for Site Plan and Architectural Review (SPAR), petition by Joel Jackson for potential McDonald's at the southwest corner of Holmen Drive and Gaarder Road as presented, and finds that the SPAR requirements have been reasonably met per ordinance, to include conditions for administration review of the final signage plan and permitting (to include the relocation of the proposed ground monument to an acceptable Village supported location) and the requirement of a downward directed lighting plan and the acknowledgement that the proposed northern most drive approach onto Gaarder may remain in place as proposed, with the understanding that in the future it may become a right-in/right-out drive approach. The motion carried 7-0. Tonight's SPAR approval is further contingent upon the Village Board's formal acceptance of the CSM and rezoning for the site as previously discussed this evening—should either of those items be denied, then this SPAR approval shall also be rejected.

Rezoning Petition from JMQ Properties, LLC, Owner as Petitioner, for 3.29ac along Red Clover Street, from (R-5) Multifamily Residential District, to include a (PUD) Planned Unit Development Overlay for the existing R-5 District, and Site Plan and Architectural Review (SPAR) to act as the approved PUD detail and approval, which also includes a preliminary plat conceptual overlay, creating 26 lots (13 twindos) on existing parcels 72, 73, 74, 75, 76, 77 and 78 of the King's Bluff Estates Plat.

Administrator Heinig stated that this rezoning petition is for a Planned Unit Development Overlay, which includes the consideration of all SPAR aspects; design, site plan, landscape plan, and preliminary plat—all of which will be approved within this motion—the SPAR becomes the "zoning" for the entire site. He remarked that this multifamily development will contain twenty-six lots and thirteen actual twindos; each on their own lot with a shared lot line (zero lot line). The project does require several street openings into Red Clover to create new water and sewer lateral connections (which the developer will need to pay to fix and repair in full), and the multiple driveway approaches will essentially eliminate the possibility for any on-street parking capacity—which is a slight concern, however, each unit has the on-site capacity for four vehicles. Once formally approved by the Village Board, a formal Final Plat will be required of the applicant, which can thereafter be formally considered by both Administration and the Board. He stated that this development is comp plan compliant and the plan has been very well done—landscaping, color choices, architectural features, materials, stormwater

designs, and all other aspects meet SPAR requirements. The color of each unit is unique to itself and specific for that unit and is balanced with the colors of the adjoining unit. There are four-color patterns proposed to occur over and over throughout the 26 units—the alternating color concept is new to Holmen, but does look very nice as proposed in concept—creating individuality for each unit, which still blending together in harmony. All masonry requirements are met, with 50% of the building structures being decorative brick/stone and the remaining materials being glass or LP smart siding. Landscaping is outstanding and will look very nice throughout the 26-unit condo development. Kevin Baird inquired as to the price point of these units; the developers responded that they anticipate the units selling between \$375,000 to \$400,000.

Jim Kertis/Dawn Kulcinski motioned to recommend the approval of the Rezoning Petition from JMQ Properties, LLC, Owner as Petitioner, for 3.29ac along Red Clover Street, from (R-5) Multifamily Residential District, to include a (PUD) Planned Unit Development Overlay for the existing R-5 District, and Site Plan and Architectural Review (SPAR) to act as the approved PUD detail and approval, which also includes a preliminary plat conceptual overlay, creating 26 lots (13 twindos) on existing parcels 72, 73, 74, 75, 76, 77 and 78 of the King's Bluff Estates Plat as presented, finding that the requirements for SPAR have been reasonably met, and that those plan details and elements (colors, materials, designs, landscaping, site plan, etc.) and requirements shall become the required zoning overlay of the PUD for this R-5 zone. The motion carried 7-0.

President Barlow thanked the developers, staff and the Planning commission members for their efforts.

Dawn Kulcinski/Joel Appold motioned to adjourn the meeting at 7:10 pm. The motion carried 7-0.

Angela A. Hornberg, Village Clerk/Treasurer