

**Village of Holmen
Planning Commission Minutes
August 26, 2025**

Village President Barlow called the Planning Commission meeting to order at 6:00 pm on Tuesday, August 26, 2025. Present were commission members Barlow, Kulcinski, Anderson, Appold, Kertis, and Baird; along with advisory members Administrator Heinig and Engineer Dahl. Member and Nicklaus was excused.

Public Hearings:

None.

Approval of the July 29, 2025 minutes:

Motion by Appold, seconded by Kulcinski to approve the minutes of the July 29, 2025 Meeting. Carried 6-0.

Public Hearings:

Marie Gowlland Herbst (owner) Petition for Rezoning of Parcel No. 14-00141-005 along Sand Lake Road from (R-1) Single Family Residential District to (R-4) Two Family Residential District

Administrator Heinig stated the property for consideration was located along Sand Lake Road north of Rivers Drive. The proposed zoning would be identical to the zoning along Rivers Drive. He stated that the vacant lot size is adequate to construct a duplex.

David Bates of 325 Rivers Drive stated his concern with the proposal is water runoff. He would like to know what the Village's plan was for stormwater. He stated that water from Sand lake Road flows through his lot to infiltrate on his neighbor's lot to his west.

Terry Herbst of 1206 Sand Lake Road stated that the stormwater problem is not resulting from his property. He stated that he felt the proposed use is the best use of the land and is fitting for the surrounding area.

Diana Johnson of 315 Rivers Drive stated that her backyard is the area where the stormwater infiltrates. She feels her property receives the brunt of the neighborhood stormwater problem.

Motion by Kulcinski, seconded by Anderson to close the public hearing. Carried 6-0.

Public comment:

None

Agenda Items:

Review Possible action and recommendation on Marie Gowlland Herbst (owner) Petition for Rezoning of Parcel No. 14-00141-005 along Sand Lake Road from (R-1) Single Family Residential District to (R-4) Two Family Residential District

Administrator Heinig stated he received no comments other than tonight's oral comments received by the commission. He stated the Rosewood Development was created with a stormwater easement for the stormwater from Sand Lake Road. The developer also purposefully put the detention area for the parcels north of Rivers Drive in the backyards of the parcels instead of conveying the water to the south. The developer's process is legal and compliant to state drainage laws. The parcels along Rivers Drive west of 2nd Avenue have the capacity to convey their stormwater through a drainage easement to the south. The parcels along Rivers Drive east of 2nd Avenue have backyard elevations that were too low for the same to work. He stated that the stormwater from Sand Lake Road has always went onto the easement and infiltrated in the low-lying areas in the backyards of the parcels along Rivers Drive. He stated that the future duplex will connect to a shallow sanitary manhole located in Sand Lake Road. The builder may have to build up the parcel, consider a slab-on-grade structure, a grinder pump, or other to have the required sanitary service without freezing issues. Lastly, he stated that the zoning is to be considered tonight; any future building permits should account for options to help soften the legally compliant hydraulic considerations for that site that impact adjacent properties and for the limited sanitary service considerations previously mentioned; and he recommends it's approval as the Rezoning Petition is compliant with the Comprehensive Plan and consistent with the surrounding neighborhood's adjacent development design.

Motion by Kertis, seconded by Kulcinski to approve the petition from Marie Gowlland Herbst (owner) for Rezoning of Parcel No. 14-00141-005 along Sand Lake Road from (R-1) Single Family Residential District to (R-4) Two Family Residential District contingent on consideration of the limit of sanitary sewer service to be analyzed during the building permit phase and reasonable building considerations regarding stormwater mitigation concepts so as to help soften the legal impacts to the adjacent properties. Carried 6-0.

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

Administrator Heinig stated the Comprehensive Plan will have a public hearing at next month's meeting.

Adjourn:

Motion by Appold, seconded by Kulcinski to adjourn at 6:26 pm. Carried 6-0.

Minutes prepared by Chris Dahl, Village Engineer.