Village of Holmen
Planning Commission Minutes
September 29, 2026

Village President Barlow called the Planning Commission meeting to order at 6:00 pm on Tuesday, September 29, 2026. Present were Commission Members Barlow, Kulcinski, Anderson, Appold, Kertis, Baird, and Reitzel; along with advisory members Administrator Heinig and Asst. DPW/Engineer Mikshowsky. Commission member Kertis was excused absent. Chad McCathie was also in attendance.

Public Hearings:

None

Approval of the August 25, 2026 minutes:

Motion by Anderson, seconded by Kulcinski to approve the minutes of the August 25, 2026 Meeting. Carried 6-0.

Public Comment:

None

Agenda Items:

Possible action on Site Plan & Architectural Review (SPAR) Petition from Midwest Designs for a new 7-Unit Business Storage Condo on Granary Street.

Administrator Heinig stated the proposal is located in the King's Bluff Business Park along Granary Street. He stated the proposal consists of one building with seven units. The owner is proposing to install Nichiha siding, which will have the appearance of both a lap siding and brick veneer concept. The color scheme consists of black brick, gray lap siding, and a black roof. The color scheme is both attractive and complements the area well with Action Plumbing to the west and other business condos to the east. It was noted that the rear siding of the building is not symmetrical in appearance and should be adjusted to provide a more uniform appearance. The building fits within the lot lines well and meets Village set back criteria. Heinig then discussed the site infrastructure. The stormwater management plan for the site currently meets 10-year storm criteria for post development runoff, whereas the Village would like to see the site meet the 25-year storm. Additionally, the entrance should be curbed and perpendicular with the road, as opposed to the skewed entrance shown on the plans. He stated that the landscape details did not appear to meat Village criteria and were very basic, they should be touched up to provide more detail and clarity. In reference to the lighting, the design was acceptable and meets both codes and requirements. Heinig then discusses signage and how it was to be attached directly to the building. He stated there should be a limitation to the size of the sign.

Member Appold asked what size the signs should be. Administrator Heinig stated between nine and twelve square feet.

Member Kulcinski asked if there will be a monument along Granary Street for the building. Administrator Heinig stated that there is not a proposed monument and many other business condos don't have monuments as well.

President Barlow asked if there is to be sidewalk installed along Granary as part of this building. Administrator Heinig stated that sidewalk is shown in the plans, but is inconsistent throughout the proposed drawings. The builder will have to definitely install sidewalk.

Motion by Appold seconded by Kulcinski to approve the Site Plan & Architectural Review (SPAR), from Petitioner Midwest Designs, for a proposed 7-unit business storage condo on 1 acre north of Granary Street contingent upon administrative review and approval of an ordinance consistent landscaping design, sign maximums of 9-12 SF each, building symmetry on the rear of the building(black brick on the north end), required sidewalk, and the completion of the engineering details to include stormwater hydraulic capacity for a minimum of a 25-year storm. Finding that the petition, with these outstanding administrative conditions, has met the SPAR Ordinance and Comprehensive Plan Requirements for building design, building colors and materials, the overall landscaping plan, the overall stormwater plan, on-site lighting plans, and the overall site requirements. Carried 6-0.

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

Member Baird asked about the traffic control drums along main street. Asst. DPW/Engineer Mikshowsky informed him that Xcel Energy is in the process of re-routing natural gas lines in preparation for the Main Street reconstruction project to occur in 2027.

Administrator Heinig stated there are no items at this time for the October agenda.

Adjourn:

Motion by Reitzel, seconded by Baird to adjourn at 6:17 pm. Carried 6-0.

Minutes prepared by Cory Mikshowsky, Asst. DPW/Engineer.