

**Village of Holmen  
Board Proceedings  
November 12, 2020**

President Barlow called the Holmen Village Board meeting to order at 7:00 pm on November 12, 2020, at the Holmen Village Hall.

Board members present: Patrick Barlow, Rich Anderson, Rod Stanek, Doug Jorstad, Brandon Cain, Dawn Kulcinski and Micah Wyss. Also present were Jeff Mullikin, Chad & Karen Mc Cathie, Jason & Mandy Hess, Bryant Klos, Kevin Schilling, Patricia Stovey, Rob Mahlum, Carissa Pagel-Smith, Aaron Smith, Lisa Kitelinger, Gilbert and Donna Schultz, Chris Hesselberg, Jim Abeyta, Michelle Kleist, Colin Klos, Tim Benson, Laurie Abeyta, Patti Mocco, Dave Mocco, Gary Davidson, Fire Chief Manley, Administrator Heinig, Clerk/Treasurer Hornberg, Police Chief Collins, Public Works Director Mezera, Engineer Dahl and Park & Recreation Director Brogan.

**Public Hearing**

At 7:01 pm, Brandon Cain/Doug Jorstad motioned to open the public hearing for Resolution 8-2020, Authorizing Special Assessments for Public Improvements Against Benefitted Property, for the alley reconstruction between 1<sup>st</sup> Ave. E and 2<sup>nd</sup> Ave. E. The motion carried unanimously.

No one spoke on behalf of the proposed Resolution.

Rich Anderson/Brandon Cain motioned to close the public hearing at 7:02 pm. The motion carried unanimously.

**Public Comment**

Jason Hess spoke on behalf of his petition to merge Lots 1 and 2 of King's Bluff Estates via CSM. He reviewed a handout that he provided to Board members for a proposed 8-bedroom Community Based Residential Facility (CBRF). He stated that he feels that there are not enough facilities to handle increased need for the elderly population in the area, and he feels the law would allow building this type of facility on any lot he chooses. He stated that the Board should make reasonable efforts to accommodate his request to join the properties, as well as to provide utility service in spite of the area being built to support only single-family homes.

Chad McCathie spoke on behalf of the proposed Planned Unit Development for Holmen Plaza; he is the developer and he has faced many challenges in the planning of this project. He stated that this first phase of this project would be for a luxury apartment complex which would include underground parking. He felt the building would not be as large as it could be, and that he believes in the design of the facility.

Karen McCathie also spoke on behalf of the Holmen Plaza project; she feels the community is possibly not understanding how this project came to be. She stated that this project is located downtown, 103 State Street, in a quickly growing community; it will include both residential units, as well as businesses. She stated in order to support both aspects as well as the cost of underground parking and an elevator, the project needs to include 4 stories of residential unit options. She feels the buildings will support the downtown feel that the Village is desiring.

Various residents commented on the Holmen Plaza project located at 103 State Street:

Patricia Stovey, 121 Lake Street, remarked that she is not encouraging the lot to remain empty. However, she feels there would be a better use for this space. She feels the project will negatively change the character of downtown Holmen and its "small town" charm. She also feels there will be negative traffic impacts, as well as she believes the building will be too tall to fit in with other current buildings in the area.

Lisa Kitelinger, 120 Lake Street, stated that she is opposed to her privacy and her sunshine being negatively impacted with this project. She feels it will be noisy and a parasite that will destroy her quiet neighborhood. She remarked that she believes her property tax value will be reduced; she will have blocked views and no longer be able to see Kornfest fireworks or the sunshine as a result of this project.

Kevin Schilling, 121 Lake Street, commented that the size of the building will be an issue; he believes this lot should be a single-family home rather than a 24-unit apartment complex. He feels there will be traffic issues and that the value of his home will reduce. He encouraged the Board to table the project until an acceptable proposal has been presented.

Jeff Mullikin, 211 Lake Street, remarked that he feels this project will cause a dogleg onto Main Street for traffic and that this will increase off-street parking by 24-36 cars per day. He also feels that there will be drainage that will affect him fishing at Halfway Creek.

Colin Klos, Architect for the Holmen Plaza project, stated that the McCathies have gone through extreme efforts to be sure this project would fit into the community. The quality of the units will be high and it will fit well into the downtown area, providing both residential and commercial improvements. He stated that the McCathies are fully invested in the betterment of the downtown area in the Village of Holmen.

Chris Hesselberg, 125 Lake Street, inquired as to why the land was not put up for sale for all to see. He feels the area should be for commercial only.

Carissa Pagel-Smith, 134 Lake Street, commented that she is concerned for her kids' safety. She feels that it will take residents in the area longer to get onto Main Street. She remarked that this project will change the feel of her neighborhood and it is concerning to think of that change.

Rob Mahlum, 201 Lake Street, inquired as to if there are other 4-story buildings in the Village of Holmen. He doesn't feel the size of this project fits the downtown. He wants it to remain the feel of living in the country yet still being in town. He stated there are lots of apartments already in Holmen and he feels parking is going to be a concern.

Laurie Abeyta, 210 State Street, remarked that she feels these lots should be townhomes rather than a 4-story apartment. She feels that would still be lucrative without clogging the street with traffic.

Donna Schultz inquired as to how traffic would be monitored in the area and if heavy trucks would be regulated.

### **Minutes**

Brandon Cain/Doug Jorstad motioned to approve the minutes of the October 8, 2020 Board meeting. The motion carried unanimously.

### **Planning Commission**

Doug Jorstad/Brandon Cain motioned to approve Ordinance 6-2020, An Ordinance Annexing Certain Territory into the Village of Holmen (Steven & Chelsea Carpenter; Petition #14344). The motion carried unanimously.

Rich Anderson/Rod Stanek motioned to deny petition from Jason Hess to merge Lots 1 and 2 of King's Bluff Estates via CSM (Certified Survey Map). Administrator Heinig stated that the petitioner is requesting the merging of two lots in a residential subdivision which is zoned R-6. The R-6 zoning allows for construction of a twindo home with a firewall along the center property design. Heinig stated that Mr. Hess can operate and open a CBRF at any time assuming he builds in accordance with the R-6 zoning set back requirements and

zero-lot line firewall. The Village is not prohibiting him from doing do. He stated that the Planning Commission recommendation, as well as Attorney Weber and his recommendation, was to deny the proposal as the merging of the lots would be inconsistent with the zoning on the ground. The motion carried with Stanek, Anderson, Jorstad, Wyss, Kulcinski and Barlow in favor; Cain abstained.

Administrator Heinig addressed the Board regarding public comment this evening. He stated that at any time the Village has property to sell, they are within their right to negotiate one-on-one with anyone that inquires. This property is zoned B-1; the B-1 zoning ordinance does not require specific setbacks and parking requirements, and has a 45-foot height restriction. To answer the question of other 4-story buildings in the Village of Holmen, the answer is no; there are currently no 4-story buildings. However, there are many 3-story buildings that are just as tall as this proposed building. The current 3-story buildings include pitched roofs whereas this project will have a flat rooftop; therefore, the height (45') remains the same when measuring from the ground floor as is standard. Heinig mentioned that because of the Planned Unit Development overlay request, residents within 150 feet of the project were notified. He stated that the current B-1 zoning would allow a very flexible number of intense uses to be built in this area; this project will be upscale apartments and commercial sites that will certainly increase property values in the area. Heinig stated that the underground parking, as well as the proposed on-site parking adjacent the building for this project is more than sufficient to contain all parking for the residential piece, as well as some parking for the future commercial portion of the project. He mentioned that the commercial aspect of this project would be facing State Street and away from the residential portion of the plaza. Administrator Heinig acknowledged that there would be an impact to neighbors off the alley immediately east of the project as far as views but this should not negatively affect the remaining portion of the neighborhood. He reviewed the plans with the Board pointing out changes the architects recently made in order to comply with the Planning Commission requests to meet SPAR masonry expectations to be consistent with the Comprehensive Plan. Heinig stated that Holmen Plaza's Phase One Project meets SPAR requirements, is Comp Plan compliant and there are no legal reasons to oppose the Planning Commission's recommendation; therefore, he supports Board approval of the project.

Trustee Wyss inquired as to if the masonry expectations have been met; Heinig affirmed they have.

Petitioner Chad McCathie assured the Board that one of their main concerns while designing this project is to increase the amount of parking in the downtown area to support current and future needs.

In regards to drainage questions from residents, Heinig assured the Board that the current storm sewers in the area are sufficient and that they will accommodate impervious water run-off with no negative impact to Halfway Creek.

Trustee Wyss inquired as to if there was a need to refer the changes back to Planning Commission prior to deciding on this project tonight.

Administrator Heinig stated that the Board could certainly do so however, the changes were made as requested and the motion was made by the Planning Commission contingent upon compliance with the Comp Plan with administrative oversight.

Trustee Kulcinski remarked that she is on the Planning Commission Committee and she felt it was the intention of the Planning Commission to allow Administrative approval on modified material types; she felt there was no need to refer the decision back to the Commission.

Trustee Stanek mentioned that he is also on Planning Commission, and that they expected the developers for this project to work towards changes that would meet SPAR; that is what they have now done for us tonight.

Trustee Jorstad stated that there are other traffic concerns in the immediate area of the project that will be addressed with future planning.

Dawn Kulcinski/Brandon Cain motioned to approve Petition from Chad and Karen McCathie for Change of Zoning (Rezoning) from (B-1) Downtown Business District to (PUD) Planned Unit Development for Holmen Plaza Mixed-Use Development, and Site Plan and Architectural Review (SPAR) for Holmen Plaza's Phase One Project of 24 Residential Units. The motion carried unanimously.

**Park, Recreation and Library Committee**

No meeting was held.

**Law Enforcement Committee**

No meeting was held.

**Public Works Committee**

Rich Anderson/Brandon Cain motioned to approve Resolution 8-2020, Resolution Authorizing Special Assessments for Public Improvements Against Benefitted Property. The motion carried unanimously.

Rich Anderson/Brandon Cain motioned to approve Final Plat and Improvements for Bluffview Business Park Phase 2. The motion carried unanimously.

**Finance and Personnel Committee**

Doug Jorstad/Dawn Kulcinski motioned to approve payment of the claims as presented for a total amount of \$1,443,242.12. The motion carried unanimously.

**Shared Ride Committee**

Trustee Cain reported that ridership decreased by 431 (from 1137 to 706 from September 2019 to September 2020) due to COVID-19.

**Municipal Court Update**

No meeting was held.

**Fire Board Report**

Informational items only.

**County Supervisor's Report**

No one was present for discussion.

**President's Report**

Recently President Barlow and Administrator Heinig prepared a presentation on infrastructure, commercial and residential growth in the community. Barlow has presented this information several times in the community.

**Other Items before the Board**

Administrator Heinig thanked Clerk/Treasurer Hornberg and her team on the recent elections; he remarked that the Department really shined throughout the election process.

Trustee Wyss thanked Hornberg and team for the efforts during the election.

Trustee Kulcinski remarked that she received lot of positive comments on election day that it was a very well-run process.

Trustee Anderson thanked staff for election and budget work.

Trustee Stanek thanked the Public Works Department for their quick response with a recent sewer backup.

Fire Chief Manley suggested that all remain home for the upcoming holiday, and he commented that absentee voting was very easy and convenient.

President Barlow thanked the Board for their sometimes difficult and thankless jobs. He remarked that some decisions are very difficult to make and he appreciate their efforts.

**Closed Session**

At 8:27 pm, Doug Jorstad/Brandon Cain motioned to convene into closed session per Wisconsin State Statute *Authority: §19.85(1) (e)* Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session

*Purpose:* Fire District Contract

The motion carried unanimously.

At 9:35 pm, Dawn Kulcinski/Brandon Cain motioned to reconvene into open session per Wisconsin State Statute 19.85(2). The motion carried unanimously

No action items came from closed session.

Brandon Cain/Doug Jorstad motioned to adjourn the meeting at 9:36 pm. The motion carried unanimously.

Angela A. Hornberg, Village Clerk/Treasurer