

**Village of Holmen  
Planning Commission Minutes  
May 25, 2021**

Village President Barlow called the Planning Commission meeting to order at 6:00 PM on Tuesday, May 25, 2021. Present were commission members Barlow, Stanek, Kulcinski, Gill, Kertis, Grokowsky, and Appold; along with advisory members Administrator Heinig and Engineer Dahl. Also in attendance were Level 5 Novus Architects, and a handful of random residents that live near the Moonstone project.

**Public Hearings:**

None.

**Approval of the April 27, 2021 minutes:**

**Motion by Grokowsky, seconded by Kulcinski** to approve the minutes of the April 27, 2021 Meeting. Carried 7-0.

**Public comment:**

None

**Agenda Items:**

**Possible Action on SPAR (Site Plan & Architectural Review) Petition from Moonstone Meadow, LLC, for a New 4-Unit Complex at 1831 and 1851 Sand Lake Road**

Administrator Heinig outlined the location of the proposed 4-Unit complex. The property was owned by the Village of Holmen and was sold to be developed within the rezoned R-7 zoning as a side-by-side twindos or townhomes. La Crosse County has approved the two driveway accesses to the parcel. He outlined the site plans as the parcel has various easements for storm, water, sewer, the building as proposed takes into account those restrictions as well as all setback requirements. The lot will be filled and the site will drain to the storm pond area in the back of the lot. The 4-unit structure has approximately 50% brick veneer and the remaining portions being LP Smartsiding or paneling on the front and side faces of the building. The back of the building has no masonry, which is not required on the back side in a nonarchitecture zone. The building has no signage and all exterior lighting is attached to the building. Lastly, he stated that he had no issues with the submittal and fully recommends its approval.

Member Barlow asked about the site drainage and what the side yard setbacks were on the building. Administrator Heinig stated that the existing storm pond had adequate capacity and the site would be graded to ensure that water is directed there. The side yard setbacks are greater than the required minimums due to the easements; they were estimated to be 35 feet.

Member Kertis asked if there was any fencing proposed. The architects stated there would be privacy fencing between the units.

Member Barlow offered a question from the attendance regarding the backyard setbacks. Administrator Heinig stated the rear setback is 25' to the foundation. Since the patio overhangs the foundation it would be approximately 15'.

**Motion by Kulcinski, seconded by Kertis** to approve SPAR (Site Plan & Architectural Review) Petition from Moonstone Meadow, LLC, for a New 4-Unit Complex at 1831 and 1851 Sand Lake Road.

**Motion by Kulcinski, seconded by Kertis** to amend the motion to approve SPAR (Site Plan & Architectural Review) Petition from Moonstone Meadow, LLC, for a New 4-Unit Complex at 1831 and 1851 Sand Lake Road contingent upon the privacy fencing be compliant to Village ordinances. Carried 7-0.

**Action on approval of the amended motion** Finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, all external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 7-0.

**Possible Action on SPAR (Site Plan & Architectural Review) Petition from Citizens First Bank, for a new Bank/Office Building at 1757 Temte Street (at the corner of Armand Court).**

Administrator Heinig went over the location of the bank/office building. He stated the entry off Temte Street was aligned with the entrance from Kwik Trip on the opposite side of the street. He stated the plan has very good flow through traffic and adequate parking for the proposed use. The submitted documents have several color selections included as the final selection hadn't been made at the time of submission. All of the selections use 50% masonry with the balance being cedar or LP siding, glass, and Nichiha siding. He stated there is no ground monument included in the proposal, all signing will be located on the building. He stated that the landscaping was well done across a very large green area. The lighting is all down directed and SPAR compliant. He asked the representatives from Level 5 if a final color selection was made. Level 5 stated the color selection was the dark brown palette included in the board packet. Administrator Heinig stated he had no concerns with the submittal and fully recommends its approval.

**Motion by Gill, seconded by Appold** approve the SPAR (Site Plan & Architectural Review) Petition from Citizens First Bank, for a new Bank/Office Building at 1757 Temte Street (at the corner of Armand Court). Finding that the purposes and guidelines of the SPAR Ordinance have been reasonably met, regarding the entire proposed site plan, the selected dark brown external building colors and materials, overall building layout and design, site and building lighting, site and building signage, and site landscaping. Carried 7-0.

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

None.

**Adjourn:**

**Motion by Kulcinski, seconded by Appold** to adjourn at 6:30 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer