

**Village of Holmen
Planning Commission Minutes
August 27, 2019**

Village President Barlow called the Planning Commission meeting to order at 6:30PM on Tuesday, August 27, 2019. Present were commission members Barlow, Kertis, Stanek, Rugroden, Anderson, Appold, and Grokowsky; along with advisory members Administrator Heinig and Engineer Dahl. Also in attendance: Richard Johnson and Matt Tolvstad.

Public Hearings:

None

Approval of the June 25, 2019 Minutes:

Motion by Anderson, seconded by Grokowsky to approve the minutes of the July 30, 2019 Meeting. Carried 7-0.

Public comment:

None

Agenda Items:

Possible Action and Recommendation on Creating Article XVIII, Chapter 195—Provisions to Regulate Murals.

Administrator Heinig explained that murals have been prohibited since the adoption of the SPAR ordinance and the purpose of this ordinance was to allow for them under regulated circumstances. He further explained that this ordinance was drafted using the input of the committee.

Member Kertis asked about the purpose of the pre 2012 language in the ordinance. Administrator Heinig stated that the SPAR ordinance would apply to any murals since 2012 so they could be handled utilizing the present ordinances.

Member Barlow asked who would enforce the ordinance. Administrator Heinig stated it would be administered by planning and police could issue citations.

Member Stanek asked what the timeframe for removing any non-compliant murals would be. Administrator Heinig stated that a reasonable time of response would be determined on a case by case basis by the judge or representing attorney.

Motion by Stanek, seconded by Kertis to recommend to the Village Board, and pending a favorable public hearing, Creating Article XVIII, Chapter 195—Provisions to Regulate Murals.

Possible Action on Site Plan & Architectural Review (SPAR) Petition from Investor Matt Tolvstad for Business Condos at the Corner of Granary Street and Schaller Boulevard.

Administrator Heinig explained the location of the proposed project and stated that the intended use of the property is appropriate for the area proposed. He stated that the proposal for consideration shows the general concept well, but lacks the level of detail

necessary to gain full approval. His explained the following items needing clarification to gain approval:

- Sidewalk is required along Granary in the ROW per Code and Village spec.
- Curb is required around driveway approaches, around islands and parking areas; and the paved parking area must be shaped to lead water to detention areas or an underground storm system is required.
- All stormwater must be addressed onsite. While there are storm ponds proposed, there is no evidence of any engineering that stormwater can be properly handled onsite, just as there are no curbs or directional water flow evidence in the parking areas.
- Landscaping formulas cannot be fully articulated, as tree sizes are not specified. However, even assuming the use of a minimum 2" Landen Tree, the site plan does not identify enough landscaping per ordinance. It is suggested that along all street facing façades, that landscape rock and shrubs and other small evergreen species be planted to accommodate for the required amount of landscaping.
- The East entry, left side parking row requires curb, landscaping and a minimum of two islands per SPAR requirements; and should have a curbed island that caps off the North end of the row. The parking area on the West side of the detention pond requires the same infrastructure.
- The monument sign is specified as 10' long x 7' wide. That should be a maximum of 10' wide and 7' high. There is no detail on the sign, which would be required if they were to consider erecting a sign. The name of the condos are not known, and should be formally submitted as well. There will be no additional street signage, only signage as signified above each unit on the front of each building.
- Building colors and materials are not specific; and the computer generated rendering is using color choices that are not SPAR compliant. Colors must be Earth tone and complementary. The excessive use of white or light blue is not consistent with the color schemes for this area. The rendering also does not show the detail of decorative shakes or brick in all locations. More clarity on actual materials to be used (samples and sku numbers); as well as an approved color scheme consistent with SPAR should be submitted.
- The lighting plan is completely missing and must be submitted.
- Some concept for centralized mail delivery, and the numbering and organizing of the units should be formally proposed as well. Each building will have its own individual unit address for utilities and delivery, however, only one site address will be issued. For example: 100 Granary Road, Unit 1. No such concept has yet been submitted.

Administrator Heinig then stated that a motion could include the stated contingencies for administrative approval and approval could be given by staff rather than bringing the proposal back for committee consideration at a future meeting.

Member Kertis asked if the signing would be consistent for all the buildings. Administrator Heinig answered the signing would be consistent amongst all the buildings and added that they could be 3'x4' instead of the 2'x3' shown.

Member Grokowsky asked if updates could be given if the proposal were administratively approved at a later date. Administrator Heinig stated the best way to see which plans are approved is on the Village Facebook page, as all approved plans are shown there. He added that to date all approval contingencies for administrative approval have been met promptly. There have been noncompliant

items within approved proposals, and enforcement has taken care of those issues to date. Also some approved proposals have not materialized into a project for a variety of reasons. There have also been changes to approved plans that have been administratively approved since the changes were consistent with the original plan approved by the committee.

Motion by Barlow, seconded by Stanek to allow administrative approval of the Site Plan & Architectural Review (SPAR) Petition from Investor Matt Tolvstad for Business Condos at the Corner of Granary Street and Schaller Boulevard provided the list of contingencies are met.

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

Member Anderson stated his appreciation for the work done by Administrator Heinig, and the input given by the committee on the Mural ordinance.

Administrator Heinig reminded the committee that the next meeting will be held on October 1st.

Adjourn:

Motion by Grokowsky, seconded by Stanek to adjourn at 7:02 pm. Carried 7-0.

Minutes prepared by Chris Dahl, Village Engineer

ORDINANCE 5-2019

AN ORDINANCE CREATING PROVISIONS TO REGULATE MURALS

THE VILLAGE BOARD OF THE VILLAGE OF HOLMEN DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Article XVIII Murals, is hereby created to read as follows:

195-88. No person, nor business, nor entity of any kind, shall create or erect a "mural" in the Village of Holmen in conflict with this Article. For the purposes of this Article a "mural" shall be defined as a painting or other work of art executed directly on a wall (typically of a building), or any other surface, viewable to the public in any manner. Proposed murals shall be regulated as follows:

No mural may be erected on any building or surface or in any manner:

- A. In areas considered architecturally sensitive, such as the "South Holmen Drive Corridor Area," the "Seven Bridges Area," or any area that may be classified as architecturally sensitive in the future; and
- B. In areas that hold historic significance, such as, but not limited to, Historic Districts, or on buildings that hold historic architectural character or hold historic value to the community; and
- C. In any Residential Zoning District in the Village of Holmen; and
- D. That may be considered distracting or in any manner inappropriate or vulgar to the community at large, to protected classes or to motorists; and
- E. Containing any form of signage, copy-written material(s) or written message(s); and
- F. That does not, at a minimum, resonate images of some form of architectural or historic significance to the Holmen Community, such as the community's landscape, culture, evolution or overall identity; and
- G. That is not accompanied with a comprehensive plan for mitigating any impacts to the proposed immediate area, and a financial plan to ensure long-term maintenance and upkeep of the mural itself; and
- H. Without full written consent of the owner of the property where the mural is proposed, who shall be responsible for the long term maintenance of the mural, subject to penalties and removal of the mural for failure to maintain the mural in good standing; and
- I. Without a Conditional Use Permit, requiring a public hearing before the Village of Holmen Planning Commission, following a class two notice and notification to all property owners within 150' of the proposed mural location; and
- J. Without review and approval from the Village of Holmen Site Plan and Architectural Review (SPAR) Board pending the outcome of the public hearing and consideration of the above provisions.

Preexisting murals (murals created before 2012) shall be grandfathered and are permitted to be maintained in full. Failure of any owner to maintain a preexisting mural shall be grounds for loss of the mural's grandfathered status, and subject to penalties and removal of the mural. Any modification or addition to any preexisting mural, must abide by the provisions of this ordinance.

195-89. Any person who violates Article XVIII, shall upon conviction thereof be forced to remove any permitted or unpermitted mural, and forfeit not less than \$500 nor more than \$1,000, plus court costs.

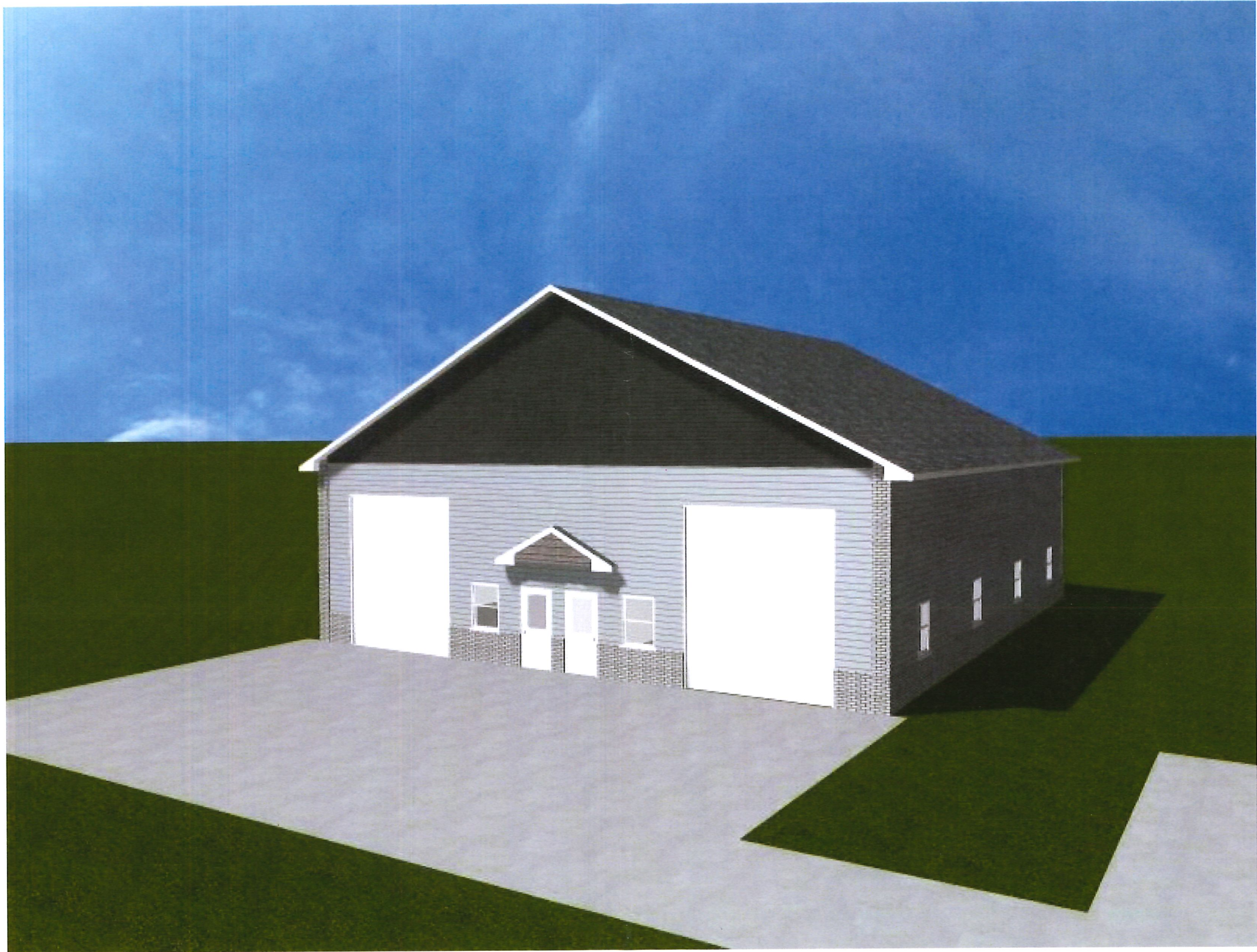
SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

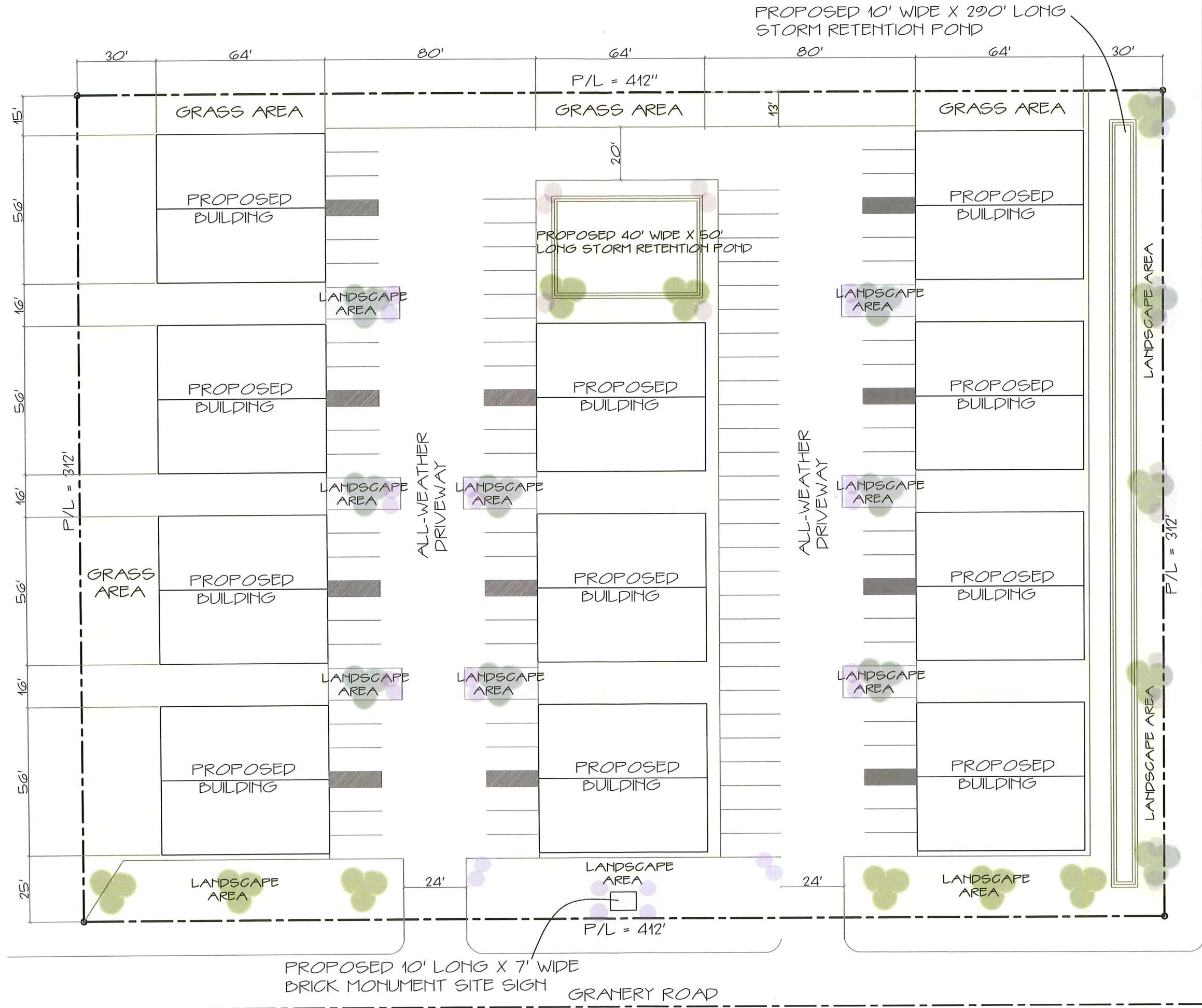
Dated this ____ day of _____, 2019.





By: _____
Village President

By: _____
Village Clerk/Treasurer

PASSED:
APPROVED:
PUBLISHED:

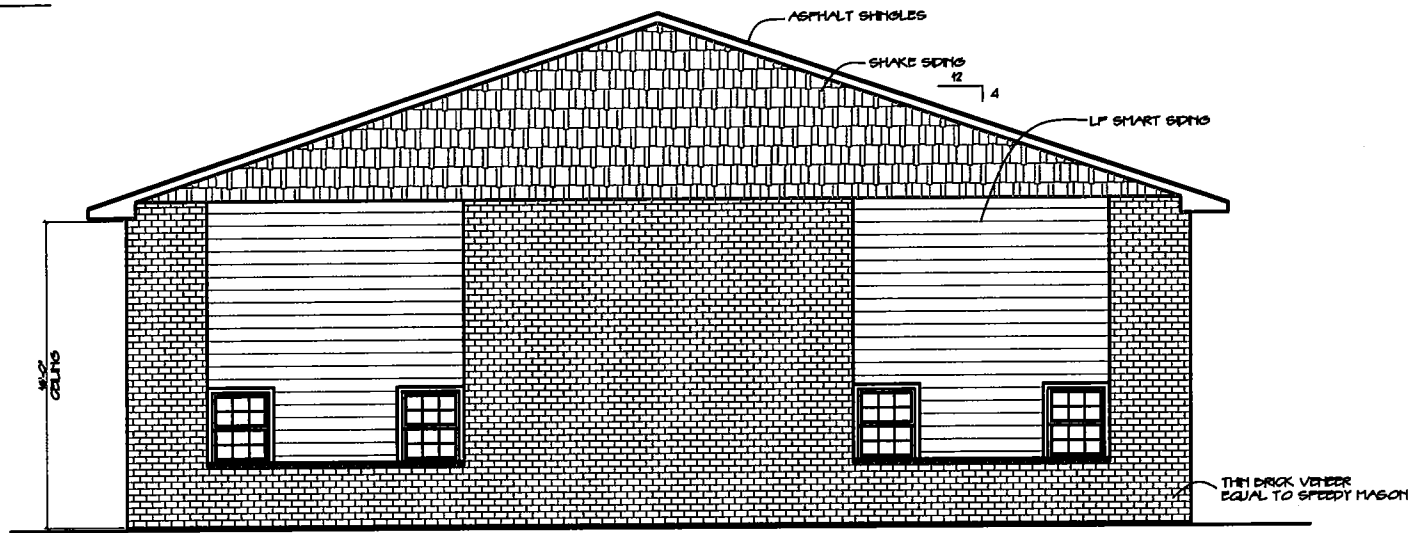




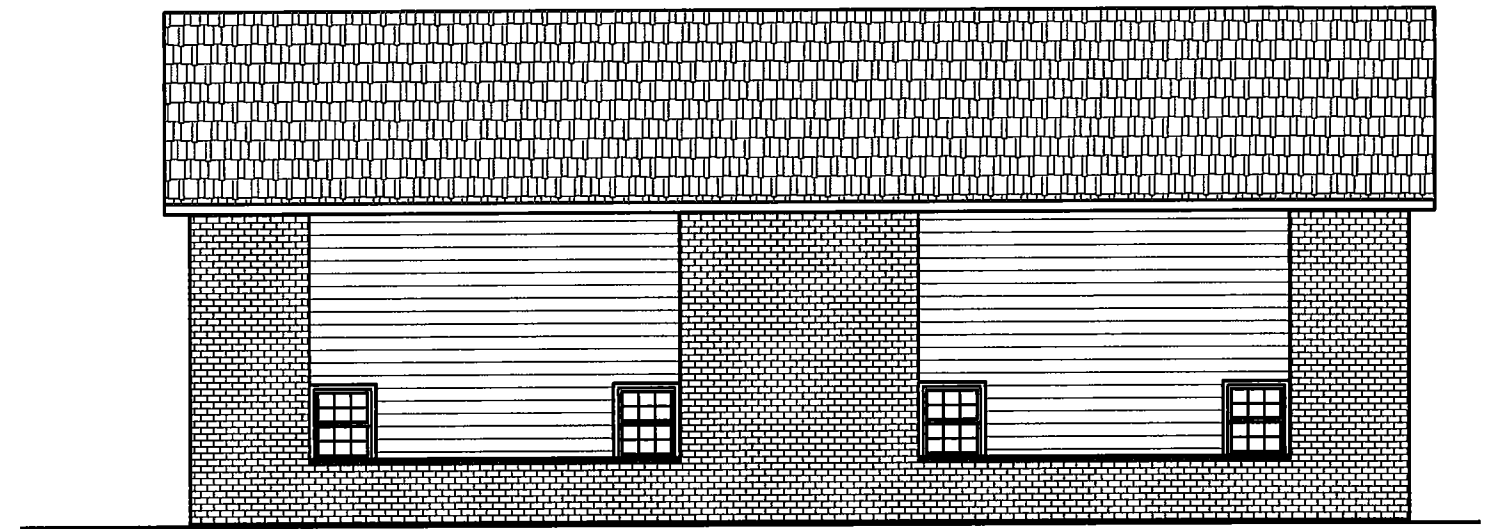
-  = landen Tree
-  = Weigela Shrub
-  = Landscape Rock
-  = Grass

SCHALLER BOULVARD

PROPOSED 10' LONG X 7' WIDE
BRICK MONUMENT SITE SIGN
GRANERY ROAD



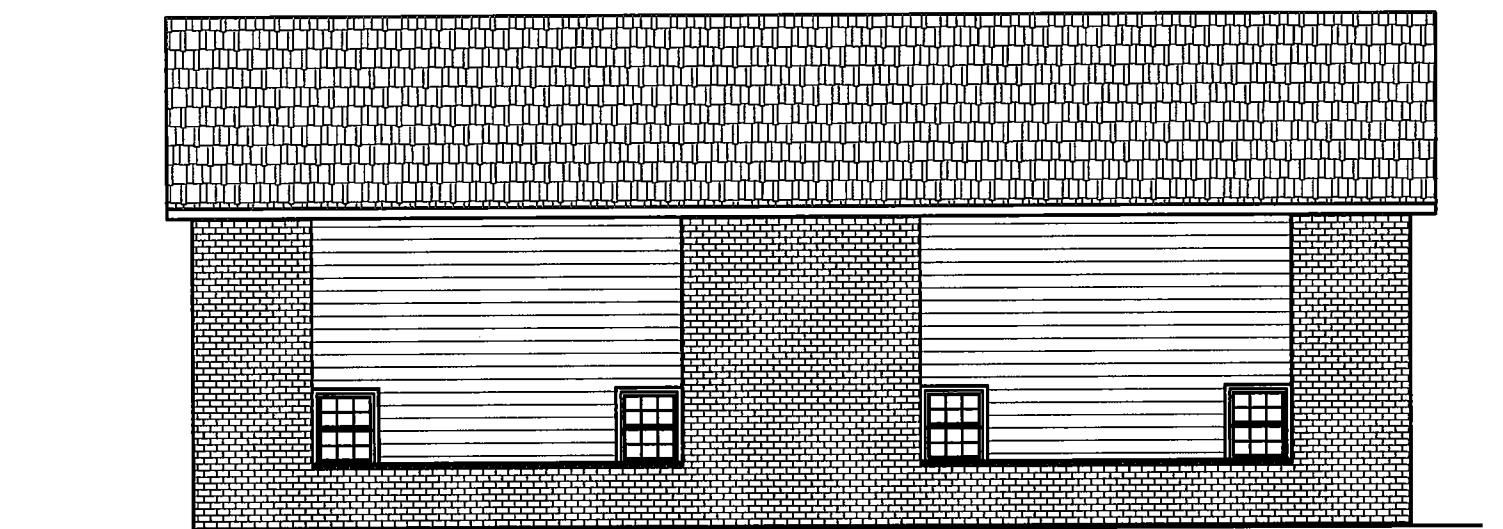
BACK ELEVATION
1/8" = 1'-0"



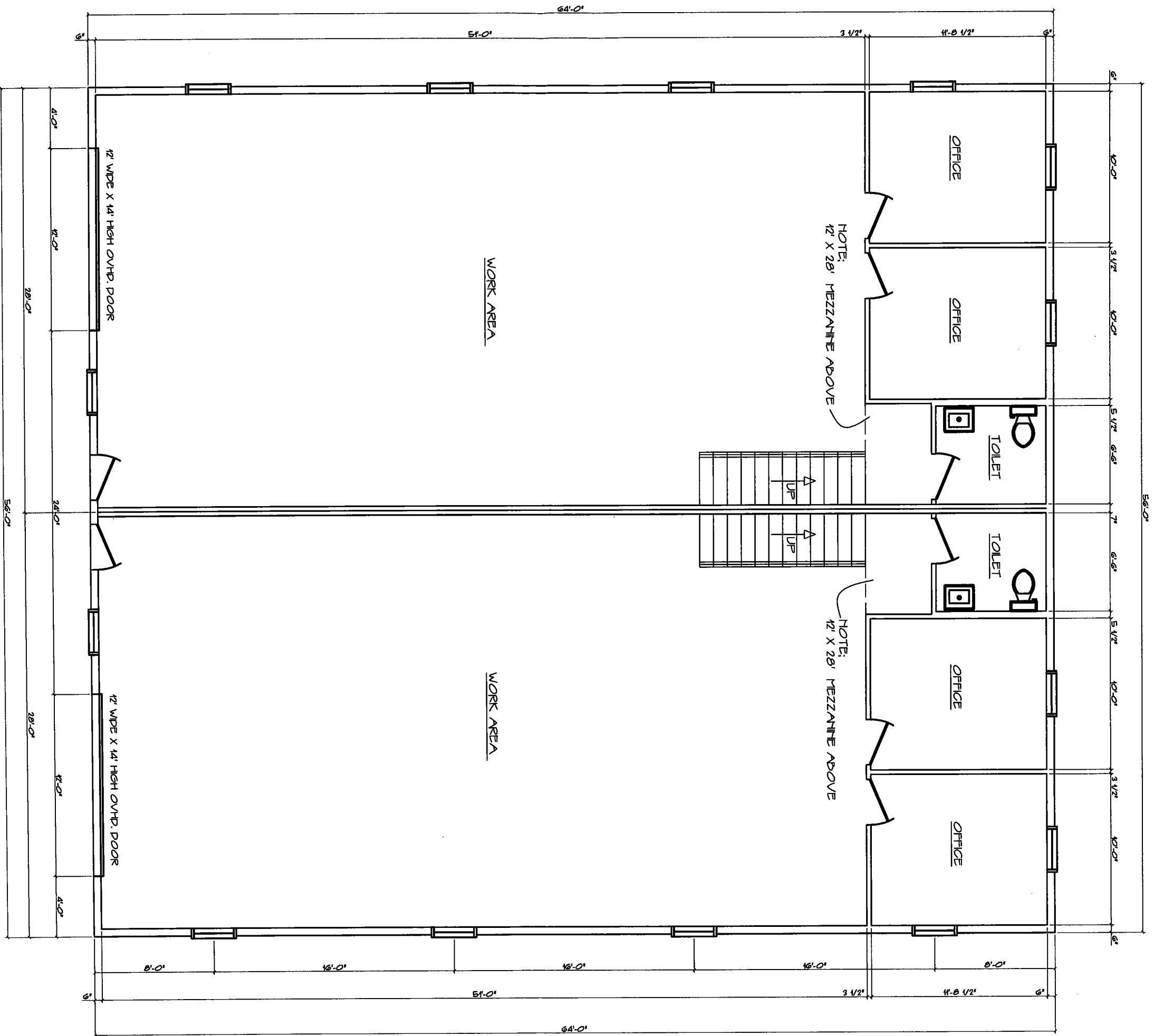
SIDE ELEVATION
1/8" = 1'-0"



FRONT ELEVATION
1/8" = 1'-0"



SIDE ELEVATION
1/8" = 1'-0"



FLOOR PLAN
 3/16" = 1'-0"

Planning Commission

Aug 27 2019

Name

Address

- 1) Richard Johnson
- 2) Matt Tolsted

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54661