

**Village of Holmen
Planning Commission Minutes
September 29, 2015**

Village President Proctor called the Planning Commission meeting to order at 6:30 PM on Tuesday September 29, 2015. Present were commission members Proctor, Stanek, Sacia, Anderson, Evenson, Kulcinski and Szak, along with advisory members Administrator Heinig and DPW Olson. Also in attendance were Len Schreiber, Treavor Millin, Rick Durst, Pat McKnight, Alexis Meyer, Andrew Bremmer, Diane Fernholz and Jay Fernholz.

Public Hearings

Motion by Szak, second by Kulcinski to open the Public Hearing for a petition to Rezone Parcel #14-87-18 (5.92 acres) from B-2 Commercial District to R-5 Multi-family District – carried unanimously.

Administrator Heinig explained to the Commission that the property is designated as B-2 on the Comprehensive Plan, but the with the location and existing uses of the adjacent properties, staff feels R-5 is a reasonable use for this parcel.

Rick Durst – 508 Ryan Street – Wants to voice his objection to rezoning of the property to R-5. He is concerned with the 112 units that could be built on the property. This many units can cause issues regarding emergency vehicles due to the single access point on Ryan Street. There are existing drainage issues and has concerns regarding a comprehensive drainage plan for the property. The duty of the Commission is to protect existing properties and he does not want to see a large building on the north/south portion of the property that would be located directly across from his house. The 4 – way stop sign at the intersection of Amy and Ryan is not obeyed by motorists, so traffic control at the intersection could be an issue. He is also concerned that not all adjacent property owners were properly notified of the public hearing for the rezoning.

Alexis Meyer – She and Dale Brott are working with Diane and Jay Fernholz to develop this property. The north/south portion of the property has an electric easement that currently prohibits building on that segment of the parcel. The plan is to build on the northern portion of the property by extending Ryan Street to the north and running a private drive into the complex.

Motion by Anderson, second by Szak to close the public hearing – carried unanimously.

Motion by Kulcinski, second by Evenson to approve the minutes of the August 25, 2015 meeting - carried unanimously.

Public Comment

Rick Durst also asked how the north/south portion of the property will be maintained if there are no buildings planned there.

Alexis Meyer stated that if the capacity is used on the northern portion that a landscaping plan would be developed for the north/south area.

Agenda Items

#5 Action and Recommendation on Petition to Rezone Parcel #14-87-18 (5.92 acres) from B-2 Commercial District to R-5 Multi-family District.

Motion by Szak, second by Anderson to recommend approval of the Rezoning of the property to the Village Board.

Member Szak asked if the public hearing had been properly noticed. Administrator Heinig explained that the house at the southwest corner of the intersection of Amy and Ryan was not included in the initial mailing, but DPW Olson had delivered a notice to the home and also called to inform the resident of the meeting. He also explained that staff has not seen a development plan for the property yet, but through preliminary discussion with the developer, the north/south portion of the property can only be developed as duplex or town home type development. This is something that would be reviewed by SPAR Board once a plan is presented.

Member Szak spoke favorably regarding the rezoning, feeling R-5 Multi-family is a better use of the property than B-2 Commercial.

The motion passed unanimously.

#6 Action and Recommendation on Final Plat and Developer's Agreement for First Addition to Nicolai Flats subdivision by Developer WI Development LLC.

The Preliminary Plat for this property was approved at the last Planning Commission meeting, and the developer has been working with staff to create construction plans that have since been approved by the Village Engineer.

Motion by Kulcinski, second by Szak to recommend approval of the Final Plat and Developer's Agreement to the Village Board.

DPW Olson explained that the Developer's Agreement includes Exhibit B that defines costs that will be covered by the Village for road and utility construction for a portion of Greeno Road. This section of that roadway was dedicated previously, but not constructed. The approved plans include installation of water main and road construction for that segment of the roadway that is outside of the boundary of the plat. Exhibit B is an estimate for those construction expenses that will be covered by the Village. This is an estimate and actual bid process will be used to establish the final costs.

The motion carried unanimously.

Member Szak was excused at 7:08 PM.

#7 Discussion on the 2015 Comprehensive Plan Update.

The Village's Comprehensive Plan was originally prepared in 2004 and is recommended to be updated every 10 years. With modifications to zoning, annexations and boundary agreements, it is appropriate to update the plan. Andrew Bremmer presented information regarding the update to determining what direction to head with the update. The Village is a different community that when the original plan was developed and the vision for the

updated plan should reflect the new direction. The update will proceed and when a final draft is generated, it will be presented to the Commission for review and discussion. After that meeting, any modifications necessary would be made and a Public Hearing would be scheduled for a future meeting, with ultimate adoption of the updated plan.

Other Items - None

Motion by Kulcinski, seconded by Evenson to adjourn at 7:27 PM - carried unanimously.

Dean K. Olson
Director of Public Works