



Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

Phone (608) 437-6884/Fax (608) 437-3190

Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, MARCH 27, 2019

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider February 27, 2019 Plan Commission meeting minutes
- 3) Discussion with Olivia Parry, Senior Planner for Dane County Planning and Development, regarding affordable housing
- 4) Plan Commission Chair report
- 5) Village Planner report
- 6) Adjourn

A QUORUM OF THE VILLAGE BOARD/VILLAGE COMMITTEE MEMBERS MAY BE PRESENT AT THIS MEETING. ONLY NOTICED AGENDA ITEMS WILL BE ACTED ON BY THE GOVERNMENTAL BODY SPECIFIED ABOVE.

PLEASE NOTE THAT UPON REASONABLE NOTICE EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS OR SERVICES. TO REQUEST THIS SERVICE CONTACT ALYSSA GROSS, CLERK, AT (608) 437-6884 EXT 104.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, FEBRUARY 27, 2019

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Norb Scribner, Destinee Udelhoven, Wally Orzechowski, Peggy Zalucha, and Dave Hoffman. Brenda Monroe and Kathy Hagen were absent. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, Kaitlyn Aney from the Youth in Government program, and Deputy Clerk Chrissy Kahl.

Consider January 23, 2019 Plan Commission meeting minutes: Zalucha moved, Hoffman seconded to approve the January 23, 2019 minutes. Motion carried by unanimous voice vote.

PUBLIC HEARING: Conditional Use Permit for Group Development and Indoor Commercial Entertainment for proposed two tenant building at 1883/1885 Springdale Street: The public hearing opened at 7:00pm. John Bieno from TJK Design gave an overview of the proposed building. The building would be around 3500 sq. feet. There will be two tenants, one being a restaurant, that would use about $\frac{3}{4}$ of the building space. The public hearing closed at 7:05pm.

Consider Resolution 2019-02, "CONDITIONAL USE PERMIT FOR GROUP DEVELOPMENT WITH INDOOR COMMERCIAL ENTERTAINMENT 1883-1885 SPRINGDALE STREET": John Bieno from TJK Design was present to answer any questions. Hoffman had some questions and/or concerns with the shared parking and drive thru route with the neighboring bank. Zalucha moved, Scribner seconded to recommend approval of Resolution 2019-02. Motion carried by unanimous voice vote.

Consider Design Review application for proposed two tenant building at 1883/1885 Springdale Street: John Bieno from TJK Design presented the building design. Hoffman moved, Scribner seconded to approve the design application subject to the condition to build a parapet on the east wall. The design will have final approval at staff level. Motion carried by unanimous voice vote.

Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 10 Town of Blue Mounds for Barth ID Farm, LLC: Mike Barth attended via phone. The Plan Commission has two conditions; Barth ID Farm LLC needs a subdivision ordinance variance for the lot size and 33 feet to 50 foot right of way dedicated to the public. Scribner moved, Zalucha seconded to recommend approval of the CSM subject to the conditions. Motion carried by unanimous voice vote.

Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 8 Town of Springdale for Windy Ridge Farm LLC: Surveyor Ed Short was present. Hoffman moved, Zalucha seconded to recommend approval of the CSM subject to the condition of 33 feet to 50 foot right of way dedicated to the public. Motion carried by unanimous voice vote.

Discuss and make recommendation regarding extraterritorial zoning in Town of Blue Mounds for Premier Building Solutions: Scott Zahler, owner of Premier Building Solutions and Dennis Jelle, Chair for Town of Blue Mounds, were present. Z & L Properties is the owner of the land. The land is 4.61 acres which they are looking to rezone commercial to build a new two tenant building for a couple small businesses.

Discuss and make recommendation regarding extraterritorial zoning in Town of Springdale for Matt Zajicek: Matt Zajicek and Mitchell Fiene, owners of the property, were present. They would like to build a 17-door storage building on the property off of Highway 92. The Commission has concerns about growth on the south side of the bypass. Slavney suggested the Mount Horeb Village Board and Town of Springdale Board discuss what objectives they have for development in that area.

Discussion regarding zoning strategies for affordable housing: Slavney discussed the possibility of changing the zoning code to encourage affordable housing. Some possibilities are smaller lots with smaller houses, in turn, more houses per acre lot, multi-family apartment buildings, or accessory dwelling flats above garages. We need to diversify what's available. We had one public comment from Brian Durtschi. He stated how he built the apartments near Grundahl Park with private garages and private entrances. His original intention was to sell as individual condos. Owen will contact Dane County to find out what their focus group can do for us and our money. Owen will ask Dane County to attend the next Plan Commission meeting.

Plan Commission Chair Report: Littel did not read the Building Inspector's report. He encouraged the Commission to read the report in their packet.

Village Planner report: Slavney gave the Village Planner report.

Adjourn: Zalucha moved, Hoffman seconded to adjourn the meeting at 8:38pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



VANDEWALLE & ASSOCIATES INC.

MEMORANDUM

To: Village of Mount Horeb
From: Village Planner Michael A. Slavney, FAICP and Ben Rohr
Date: February 18, 2018
Re: Mt. Horeb Affordable Housing Zoning Ordinance Tools

Background

One of the largest issues facing the nation, state, and Madison Metropolitan Area is affordable housing. Over time, housing markets shift as global and national trends develop, economies ebb and flow, and personal preferences evolve. In the last decade, a unique combination of these different factors has exacerbated the housing affordability issue and thrust it into the mainstream conversation.

Fortunately, with the help of policies, planning, awareness, and public involvement, there are tangible actions that can be taken at the local level to address affordable housing. The following memo outlines multiple Zoning Ordinance tools that provide opportunities to foster new affordable housing options in Mt. Horeb.

Affordability in its most basic definition is the ability to purchase essential goods and services. Basically, the greater the ability of the individual or family to save money, the greater their economic security. Affordable housing builds on that definition and is commonly defined as a household that spends 30% or less of its total income on all housing costs (mortgage, taxes, maintenance, utilities, etc.).

What Is A Family?

Over the years, the definition of family has significantly changed. In order to adapt to new preferences and provide more flexibility, the Village's Zoning Ordinance definition of family can be modified to include new relationships such as domestic partnerships, guardianship, and foster children, along with additional options to specify the maximum number of unrelated adults, unrelated persons with disabilities, or unrelated adults with minor children. Another definition change that further modernizes the Ordinance is the addition of new term, functional family. This new definition would allow four unrelated individuals who are essentially functioning as a family to be recognized as a family in the Zoning Ordinance. It could also be accompanied by specific criteria for the Zoning Administrator to use when determining if the situation fits the new functional family definition or not. In total, small modifications to definitions could allow more unrelated people to live together, reducing the price of housing and thus providing new affordable housing opportunities in the Village.

Better Utilizing Existing Housing Units

As more people find themselves caring for or living with aging relatives or their adult-aged children, there is a growing need to accommodate these individuals within an existing home. The most cost-effective way to do this is to retrofit the home with an in-family suite. Simple additions of these land use types as permitted by right uses in the residential districts would provide this affordable housing option for two key age groups that have been most impacted by the existing housing situation, millennials and baby boomers.

Along those same lines is the addition of accessory dwelling units. This new land use type within the residential zoning districts would allow for the existing housing stock to be utilized by a greater number of people at greater densities. Throughout Mt. Horeb there are single-family homes with under-utilized basements, upper-stories, or garages. Even a fraction of these spaces being retrofitted into dwelling units would provide new affordable housing units throughout the community in the most cost-effective way possible.

In both the Village of Oregon and Village of Cross Plains, similar approaches have been used in the Zoning Ordinance to allow versions of both in-family suites and accessory dwelling units. These peer communities offer an example of ways the land uses can be strategically integrated and regulated.



Above-Garage Accessory Dwelling Unit Example –
Portland, OR
Source: Portland Tribune



In-Family Suite Example
Source: Stroud Homes

New High-Density Housing Options

Another Zoning Ordinance change that could increase the number of affordable housing units substantially is addressing multi-family and mixed-use buildings. Currently, the code allows both, but through the addition of new zoning districts and land use types, the Village can promote higher-density residential development while still orienting these uses to specific locations.

Currently, the Village allows multi-family buildings only in the R-3 district with a maximum of 12 dwelling units. An alternative approach is to add different sized multi-family districts to facilitate and accommodate a variety of densities. Different multi-family districts could range from 3-8 units to 9-20 units, and even 21+ units. This would allow ranges of units permitted by right in different multi-family districts, thus allowing developers more options and flexibility, but also promoting a higher

density of multi-family development in select locations (>12 units), other than just in the Elderly Housing Residential District.

The Village of Cross Plains uses a two-tiered multi-family approach with their Multi-Family Residential-8 and Multi-Family Residential-16 Zoning District. The City of Monroe also uses a similar approach with a Multi-Family Residential-15 and Multi-Family-30 Zoning District. Both comparable communities offer examples of how to incorporate various multi-family districts to allow different development densities by right.



Higher-Density Multi-Family Example – Cross Plains, WI
Source: Google Maps

In terms of mixed-use buildings, the Village allows these types of developments through commercial apartments above any commercial use within a business district. However, there are potentially easier ways to accommodate these uses through the addition of new principal land uses that allow for mixed-uses by right, instead of requiring a conditional use. These changes make it easier for developers to pursue a mixed-use option which could potentially foster adaptive reuse, the redevelopment of older corridors to a higher and better use.



Mixed-Use Example – Middleton, WI
Source: Google Maps

An example of this approach has been incorporated into both the Village of Cross Plains and City of Monroe's Zoning Ordinances. In Cross Plains they have created a Mixed Use Building Residential Use as a conditional use in their multi-family districts and as a permitted use in their commercial districts. Monroe has used a similar method through establishing mixed-use buildings as a permitted land use in all their commercial districts.

Existing Commercial Apartments Requirements (Section 17.41 – 17.431 and 17.46)

Zoning District	Accessory Permitted Use	Accessory Conditional Use	Not Allowed
Neighborhood Business		X	
Planned Business	X		
Central Business	X		
Main Street Business		X	
Recreational Business		X	
Planned Office			X

New Single-Family Housing Options

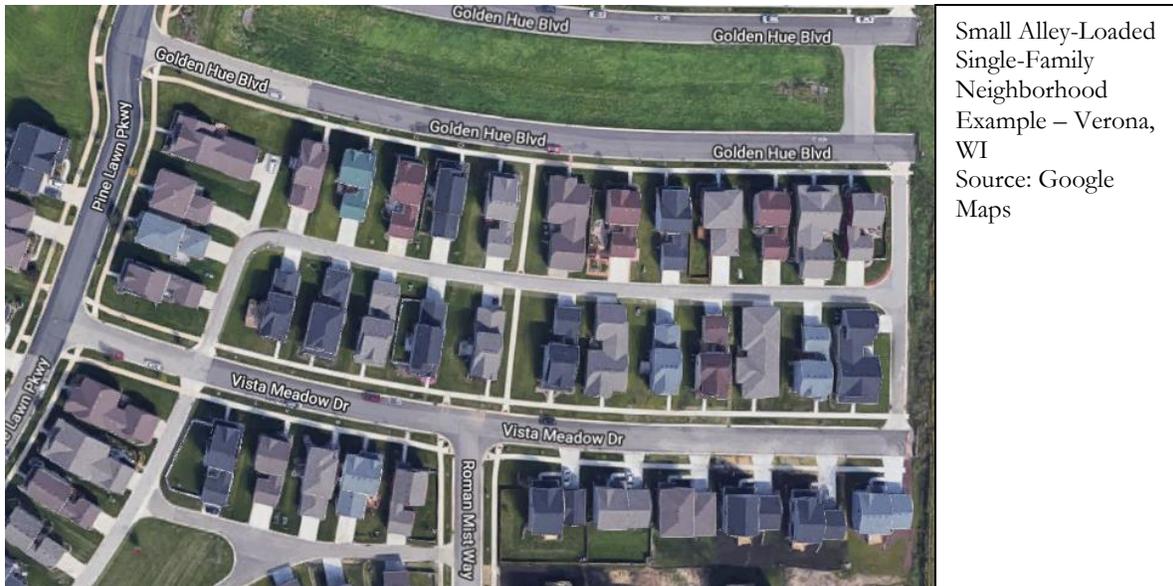
Single-family housing is another important piece of the affordable housing puzzle. Recent trends in other areas of the Madison Metropolitan Area have been the development of small-lot alley-loaded single-family homes to provide owner-occupied affordable housing. Today, the minimum lot size in all of the Village’s residential districts is 10,000 square feet. While this may have been the trend historically in Mt. Horeb, the addition of a smaller 6,000-8,000 square foot lot would allow for the alley-loaded single-family homes to be accommodated. These small lots allow for greater density, more flexibility for developers, and potentially new starter and down-sizing options for Village residents.



Small Alley-Loaded Single-Family Homes – Verona, WI

While most of this type of development has taken place in the larger communities of the region (Madison, Sun Prairie, and Verona), other similar communities to Mt. Horeb have incorporated the option into their Zoning Ordinances:

- Village of Oregon Single-Family Residential-6 Zoning District has a minimum 4,000 square foot lot.
- City of Monroe Single-Family Residential-7 Zoning District has a minimum 5,000 square foot lot.
- Village of Cross Plains Single-Family Residential-5 Zoning District has a minimum 7,200 square foot lot.



Small Alley-Loaded Single-Family Neighborhood Example – Verona, WI
Source: Google Maps

Other Zoning/Policy Changes to Consider:

- Implement inclusionary zoning that requires new development to include a proportion as affordable units.
- Create density bounces to incentivize developers to increase the density of development in strategic locations which grows the total number of housing units in the community.
- Expedite the development review and permitting process to reduce development costs.

Conclusion

Affordable housing is a nation-wide problem and its only through collaboration, continuing effort and education, and community engagement, will solutions arise. A comprehensive approach is needed, tailored to the specific housing market and wage structures of the Village.

The strategies outlined above are focused on Zoning Ordinance amendments and comprise only a narrow range of the possible methods that the Village and its residents can take to foster affordable housing in the community. These zoning tools, if implemented, will only provide new opportunities and options for affordable housing, they alone will not solve the problem.

It will take a long-term concerted effort by a number of different partners, public support, further policies, and continuing data analysis to address the affordable housing situation in the Mount Horeb. The detailed housing study proposed by Dane County will provide the insights and recommendations required to provide a *comprehensive* understanding of housing issues, and the *full-range* of potential solutions to this challenge. In addition to considering the zoning approaches identified in this memo, I recommend that the Village move forward with the County’s proposal.

Village of Mount Horeb
Building Inspection Dept.

Building Inspector's Report
February 2019

Month to Date

- 1 10 building permits have been issued for general construction since January 1st.
- 2 Two new UDC permits were issued for single family homes

Year to Date

1. 21 general permits since Jan. 1st
2. 3 new UDC single family homes since Jan. 1st
3. 1 New Duplex

Large Commercial projects currently active

1. Place to Grow Daycare
2. High School Addition

Respectfully submitted

Dave Geraths
Building Inspector