

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MARCH 23, 2022

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr, Village Engineer Rob Wright and Assistant Clerk Jean Culberson.

**Consider February 23, 2022 Plan Commission meeting minutes**

Scribner motioned to approve the minutes and Zalucha seconded the motion. Motion carried by unanimous voice vote.

**Discussion on the proposed free-standing sign for Little Vikings Academy, 1991 Commerce Drive**

The applicant was not present and Rohr gave an overview on the silo design sign. The Board questioned if 3D and referred to the circular image on the aerial. Scribner motioned to approve and Zalucha seconded the motion. Motion carried by unanimous voice vote.

**Consideration applications of 110 and 108 E. Main Street and certificate of appropriateness.**

**a- Design Review b-Certificate of appropriateness**

Owner of the building Mark Johnson gave overview of the façade renovation stating all colors will match the downtown color palette. The Board discussed the window ledge in place of the mustache trim. Johnson stated the contractor found the cutout difficult to match. Udelhoven questioned authority since there is no local Register. Owen will research on the Register. Zalucha motioned on the design review and certificate of appropriateness for both addresses and Best seconded. Motion carried by unanimous voice vote with Udelhoven requesting research on the Register.

**Consider SIP and design review for mixed use development located at 1800 Springdale Street, further described as parcel 0607-072-9765-1 a-Site specific implementation plan b-Design review**

Brad Koning with Sketchworks Architecture and owners Chris and Matt Etmanczyk gave an overview on the landscape changes and stormwater management. Koning submitted samples of the building materials. Rohr discussed design standards and the waivers: metal wall panels and awnings, decorative service doors, overlapping lighting on the east side and recommendations: commercial signage for tenant to be reviewed by staff and additional traffic signage safety measures. Village Engineer Rob Wright spoke regarding the procedures and approvals needed from DSPS/DNR/CARPC for stormwater management and infiltration. Wright stated the owner will sign a long-term Maintenance Agreement for future stormwater monitoring. Owen presented the CSM highway access restriction and the need to vacate the egress. Rohr recommended the motion to approve the waivers and conditions presented in the memo including vacating the egress. Boehnen motioned as Ben described. Scribner seconded and the motion carried by unanimous voice vote with exception to Udelhoven who voted nay.

**Plan Commission Chair report:**

Littel referred to the Building Inspection report in the packet. Zalucha questioned location of the new residential buildings. The Building Department will send an email with the breakdown to Zalucha.

**Village Planner report:**

Rohr gave an update on the Comprehensive Plan joint meeting on March 30<sup>th</sup>.

**Adjourn:** Best moved, Udelhoven seconded to adjourn the meeting at 9:10pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk