

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 THURSDAY, JANUARY 13, 2011

The Plan 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) Review minutes of the November 11 and November 15, 2010 meetings.
- 3) Consider draft support Resolution 2011-04 for Paul and Alana Thronson's PACE application.
- 4) Conditional Use Permit application for 115 E Main Street for yoga studio.
- 5) Consider proposed change to Subdivision and Platting Chapter 18.50(h) relating to street trees.
- 6) Plan Commission Chair's Report.
- 7) Agenda items for future meeting.
- 8) 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.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
JANUARY 13, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Acting Chair Steve Grindle called the meeting to order at 7:00pm. A roll call was taken. Present were Commissioners Audrey Roberts, Mark Rooney, Greg Steiner, and Norb Scribner. Absent was Commissioner George Sievers. Also present was Interim Village Administrator Kathy Hagen.

MINUTES: The November 11, 2010 and November 15, 2010 minutes were reviewed. Roberts moved, Rooney seconded to approve the minutes, carried by voice vote.

THRONSON SUPPORT RESOLUTION: Paul and Alana Thronson were in attendance for consideration of a support resolution for their application to the PACE Program to preserve their farmland and guarantee green space for future generations. Support resolutions already approved from Town of Blue Mounds and Dane County were provided to the Commission. Scribner moved, Roberts seconded to recommend approval of draft Resolution 2011-04 to the Village Board, carried by voice vote.

CONDITIONAL USE PERMIT FOR 115 E MAIN STREET FOR YOGA STUDIO: Marca Hughes was in attendance requesting a Conditional Use Permit to operate a yoga studio in Suite C, and asked for approval as soon as possible. Discussion took place regarding the timeline for the approval process and the need for a Conditional Use Permit. Scribner moved, Roberts seconded to set a public hearing for January 31 if one was necessary, carried by voice vote. Grindle and Hagen would contact Village Planner Mike Slavney for code review and an opinion on this matter, and follow up with Hughes on what action, if any, was needed.

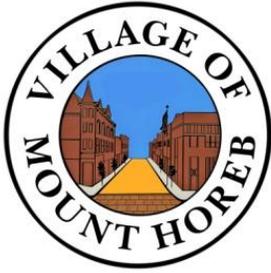
DRAFT ORDINANCE 2011-02 PROPOSED CHANGE TO SUBDIVISION AND PLATTING 18.50(h): Proposed language change to Chapter 18 was requested by the Village Park and Urban Forestry Director regarding street trees. Rooney moved, Roberts seconded to recommend approval of the draft ordinance to the Village Board, carried by voice vote.

PLAN COMMISSION CHAIR REPORT: Grindle updated the Commission on a January 8 email from Village Attorney Matt Dregne relating to Wind Energy Systems.

AGENDA ITEMS FOR NEXT MEETING: The Commission did not have any items at this time for next month's agenda.

ADJOURNMENT: Roberts moved, Scribner seconded to adjourn the meeting at 7:28pm carried by voice vote.

Minutes by Kathy L Hagen, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, FEBRUARY 10, 2011

The Plan 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) Review minutes of the January 13 meeting.
- 3) Consider Specific Implementation Plan amendment request for State Bank of Cross Plains.
- 4) Consider Certificate of Appropriateness for 102 Grove Street for Forte Studios.
- 5) Consider Planned Industrial zoning amendment request from John DeWitt.
- 6) Set public hearing for proposed change to Subdivision and Platting Chapter 18.50(h) regarding street trees.
- 7) Plan Commission Chair's Report.
- 8) Agenda items for future meeting.
- 9) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
FEBRUARY 10, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair Steve Grindle called the meeting to order at 7:00pm. A roll call was taken. Present were Commissioners Audrey Roberts, Mark Rooney, Greg Steiner, Norb Scribner, George Sievers, and newly appointed Commissioner Mike Mudrey. Absent: None. Also present was Village Planner Mike Slavney and Interim Village Administrator Kathy Hagen.

MINUTES: The January 13, 2011 minutes were reviewed. Roberts moved, Rooney seconded to approve the minutes, carried by voice vote.

SPECIFIC IMPLEMENTATION PLAN (SIP) AMENDMENT REQUEST FROM STATE BANK OF CROSS PLAINS: Ryan Quam with Quam Engineering presented a proposed amendment to the parking lot area for the State Bank of Cross Plains property at 1740 Bus. 18-151E. A February 7, 2011 memorandum from Village Engineer Rob Wright recommending approval of the SIP amendment was included with the meeting packet. The amendment request also requires a variance for a wall height greater than 10 feet. The variance portion of the request will be acted on by the Village Zoning Board of Appeals. Rooney moved, Roberts seconded to approve the amendment as per Exhibits 3 and 4 of the January 3, 2011 Quam Engineering plans, subject to approval of a wall height variance. Motion carried by voice vote.

CERTIFICATE OF APPROPRIATENESS FOR 102 S GROVE STREET: Owner Wes Johnson was present along with contractor Jim Buechner to present proposed revisions to the exterior of the building. EIFS samples with proposed paint colors of Sherman Williams Roycroft Copper Red which will be used for the main body of the project, and Sherman Williams Downing Straw which will be used as the trim color, were provided to the Commission. Roberts moved, Rooney seconded to approve the Alternate 2 plan as shown on sheet A2 of the One Plus, Inc. architectural drawing, dated January 28, 2011, with Revision 1 date of January 29, 2011. Motion carried by voice vote.

PLANNED INDUSTRIAL ZONING AMENDMENT REQUEST FROM JOHN DEWITT: North Cape Commons developer John DeWitt was present requesting an amendment to current Planned Industrial Zoning District language. DeWitt indicated the current language in the ordinance, relating specifically to lots located adjacent to the Bus. 18-151E right-of-way within the plat of North Cape Commons, is turning away prospective buyers, and making it hard to market the lots.

The Plan Commission reviewed suggested ordinance amendments provided by Village Planner Mike Slavney dated February 4, 2011 which addressed DeWitt's concerns. The proposed amendments would remove the requirement for adjacency to Bus. 18-151E, but maintain Village control through the conditional use process for supporting land

uses. Mudrey moved, Sievers seconded to hold a public hearing on the suggested ordinance changes at the March 10, 2011 meeting, carried by voice vote. It was suggested that the Village Board be invited to attend to listen to comments made at the public hearing regarding this request.

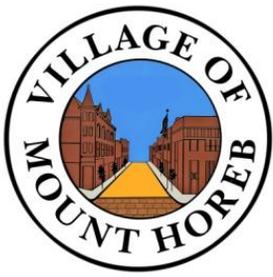
DRAFT ORDINANCE 2011-02 PROPOSED CHANGE TO SUBDIVISION AND PLATTING 18.50(h): Proposed draft Ordinance 2011-02 amending Chapter 18 regarding street trees was revisited by the Plan Commission to set a public hearing on the proposed changes. Roberts moved, Rooney seconded to hold a public hearing on proposed Ordinance 2011-02 at the March 10, 2011 meeting. Sievers suggested language revisions to remove specific gender designations. Motion carried by voice vote.

PLAN COMMISSION CHAIR REPORT: Grindle updated the Commission on wind energy systems, and noted the Village Building Inspection Department had received two new home permit applications this month.

AGENDA ITEMS FOR NEXT MEETING: Discussion regarding the conditional use ordinance.

ADJOURNMENT: Rooney moved, Sievers seconded to adjourn the meeting at 8:04pm, carried by voice vote.

Minutes by Kathy L Hagen, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

THURSDAY, MARCH 10, 2011

The Plan 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) Review minutes of the February 10, 2011 meeting.
- 3) PUBLIC HEARING: To consider revision to Chapter 17.451 Planned Industrial District zoning.
- 4) Consider draft Ordinance 2011-03, "AN ORDINANCE TO AMEND SECTION 17.451 PLANNED INDUSTRIAL DISTRICT".
- 5) PUBLIC HEARING: To consider revision to Chapter 18 Subdivision and Platting relating to urban street trees.
- 6) Consider draft Ordinance 2011-02, "AN ORDINANCE TO AMEND CHAPTER 8 PUBLIC WORKS, CHAPTER 10 PUBLIC NUISANCES, AND CHAPTER 18 SUBDIVISION AND PLATTING".
- 7) Consider applications for Lot 1 CSM 4565, 2110 Bus. 18-151E for a car wash:
 - a. Design Review
 - b. Certified Survey Map
 - c. Conditional Use Permit
- 8) Consider conditional use ordinance.
- 9) Plan Commission Chair's Report.
- 10) Village Planner's report.
- 11) Agenda items for future meeting.
- 12) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
March 10, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair Steve Grindle called the meeting to order at 7:00pm. A roll call was taken. Present were Commissioners Audrey Roberts, Mark Rooney, Greg Steiner, Norb Scribner, George Sievers, and Mike Mudrey. Absent: None. Also present was Village Planner Mike Slavney and Interim Village Administrator Duane Gau.

Minutes: The February 10, 2011 minutes were reviewed. Scribner moved, Roberts seconded to approve the minutes of February 10, 2011. Motion carried by voice vote.

Public Hearing: To consider revision to Chapter 17.451 Planned Industrial District zoning

Public Hearing was opened at 7:03pm.

Dave Hoffman, 202 2nd Street, Mount Horeb, WI went over the Mount Horeb Business Park history and background on how it was created and TIF 3. He also stated that if the Village was going to consider a revision of this chapter it should look at or review plans for this area before making a zoning change, set a community standard.

John DeWitt, agent for County ID, LLC, 621 N. Sherman Ave. Madison, WI went over their request to revise Chapter 17.451 Planned Industrial District zoning for lots 150 to 160 and lot 26 in North Cape Commons. Currently the ordinance code provides, substantially, that certain uses are restricted to certain lots. There are specified uses on lots fronting CTH ID, and this request would remove the limitation of permitted uses on these lots. The permitted uses for these lots and others stated above would still need to go through the Village Conditional Use Permit process. Mr. DeWitt stated this is being requested because they have lost potential development in this area and the Village is losing out on increment in TIF 3.

Public Hearing was closed at 7:35pm.

Consider draft Ordinance 2011-03, "An Ordinance to Amend Section 17.451 Planned Industrial District": Plan Commission members had a lengthy discussion on the pros and cons of the request and had several questions for Mr. DeWitt. Rooney moved, Mudrey seconded to take action at the next Plan Commission/Historic Preservation Commission meeting, and requested County ID, LLC to provide a development/marketing plan for subject lots in North Cape Commons. Commission members had a discussion on the motion and Mr. Hoffman and Mr. DeWitt were asked additional questions. Rooney then withdrew his motion and Mudrey withdrew his second.

Rooney moved, Mudrey seconded to recommend to the Village Board to approve draft Ordinance 2011-03 "An Ordinance To Amend Section 17.451 Planned Industrial District" and that the developer, County ID, LLC, provide a development/marketing plan for subject lots in North Cape Commons at the next Plan Commission/Historic Preservation Commission meeting. Motion carried by voice vote.

Public Hearing: To consider revision to Chapter 18 Subdivision and Platting relating to urban street trees.

Public Hearing was opened at 8:35pm. Chair Grindle called for comments three times and after hearing none, the Public Hearing was closed at 8:36pm.

Consider draft Ordinance 2011-02, "An Ordinance to Amend Chapter 8 Public Works, Chapter 10 Public Nuisances, and Chapter 18 Subdivision and Platting": Rooney moved; Mudrey seconded to recommend to the Village Board to approve draft Ordinance 2011-02 "An Ordinance to amend Chapter 8 Public Works, Chapter 10 Public Nuisances, and Chapter 18 Subdivision and Platting". Motion carried by voice vote.

Consider applications for Lot 1 CSM 4565, 2110 Bus. 18-151E for a car wash:

- a. Design Review
- b. Certified Survey Map
- c. Conditional Use Permit

Sievers moved; Rooney seconded to hold a public hearing for a Conditional Use Permit to permit a car wash at the April 14, 2011 meeting. Motion carried by voice vote. It was suggested after the public hearing that the Conditional Use Permit, Certified Survey Map, and Design Review be on the same agenda for action.

Consider conditional use ordinance: Rooney moved, Mudrey seconded to approve that successor conditional uses are permitted without the need for a new conditional use permit, but with the need for formal reaffirmation of the requirements of the existing conditional use permit for the administering of the zoning code. During discussion on the motion, several members felt that this action should be stated in the code so it would be comprehensible for staff to administrate. Rooney then withdrew his motion and Mudrey withdrew his second. Sievers moved; Rooney seconded to hold a public hearing to amend the Zoning Code to reflect commission desire that successor conditional uses are permitted without the need for a new conditional use permit, but with the need for formal reaffirmation of the requirements of the existing conditional use permit. Motion carried by voice vote.

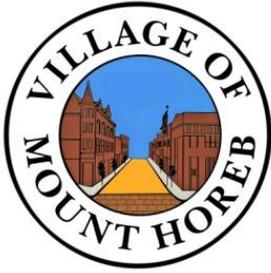
Plan Commission Chair Report: None

Village Planner report: Village Planner Mike Slavney reported that DNR ruled in favor of the Mazomanie Urban Service Area appeal. He feels Dane County municipalities will see a movement on more USA requests.

Agenda items for next meeting: None suggested.

Adjournment: Roberts moved; Scribner seconded to adjourn the meeting at 9:55pm. Motion carried by voice vote.

Minutes by Duane Gau, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, APRIL 14, 2011

The Plan 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) Review minutes of the March 10, 2011 meeting.
- 3) Consider development/marketing plan for North Cape Commons by John DeWitt, CO ID LLC.
- 4) PUBLIC HEARING: To consider a Conditional Use Permit application for a car wash facility on a portion of Lot 1 CSM 4565, 2110 Bus. 18-151E.
- 5) Consider draft Resolution 2011-11, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 1 CSM 4565, 2110 BUS. 18-151E" for a car wash facility.
- 6) Consider applications for 2110 Bus. 18-151E for a car wash facility:
 - a) Certified Survey Map
 - b) Design Review
- 7) Consider applications for Primary Center Renovation Project, 207 Academy Street:
 - a) Certificate of Appropriateness
 - b) Design Review
- 8) Consider applications for pizza establishment with drive-up for 1848 Bus. 18-151E:
 - a) Conditional Use Permit
 - b) Design Review
- 9) Consider Certified Survey Map application for Deertrail Add. Lots 8 and 9.
- 10) PUBLIC HEARING: To consider proposed revision to Chapter 17 Article E Conditional Uses §17.60 regarding successor conditional uses.

- 11) Consider draft Ordinance 2011-06, "AN ORDINANCE TO AMEND SECTION 17.60 OF THE CODE OF ORDINANCES RELATING TO SUCCESSOR CONDITIONAL USE PERMITS".
- 12) Discussion regarding wall height.
- 13) Discussion regarding placement of temporary Stabbur building.
- 14) Plan Commission Chair's Report.
- 15) Village Planner's report.
- 16) Agenda items for future meeting.
- 17) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
April 14, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair Steve Grindle called the meeting to order at 7:05pm. A roll call was taken. Present were Commissioners Audrey Roberts, Mark Rooney, Greg Steiner, Norb Scribner, George Sievers, and Mike Mudrey. Absent: None. Also present was Village Planner Mike Slavney and Interim Village Administrator Duane Gau.

Minutes: The March 10, 2011 minutes were reviewed. Roberts moved, Scribner seconded to approve the minutes of March 10, 2011. Motion carried by voice vote.

Consider development/marketing plan for North Cape Commons: John DeWitt, agent for County ID, LLC, 621 N. Sherman Ave. Madison, WI went over three different alternative development plans. A few members had questions on the alternative plans, and the commission as a whole liked the way either one or a combination of alternatives could be developed over time depending on the market.

Jon Stenklyft of Coldwell Banker, listing agent for North Cape Commons, provided marketing concepts for this area such as: internet hosting of property, mailing and phone calls, identify prospects that want to come to Mount Horeb, and try to find a user or anchor tenant to start a spec building. A question was asked if they had done a marketing feasibility study or cap analysis of Mount Horeb. They have not, but would work with the Village if one was conducted by the Village.

Public Hearing: To consider a Conditional Use Permit Application for a car wash facility on a part of Lot 1 CSM 4565, 2110 Bus. 18-151E.

Public Hearing was opened at 7:50pm.

Steve Burns and Kurt Wedig of Aqua Shine Car Wash Properties, LLC presented their plans for a new Car Wash off of North Brookwood Drive.

Steve Sopcak of 215 N Brookwood Dr. had several questions; Stormwater management, sewer service, sidewalks and hours of operations.

Marge Sutter of 1907 Fox Run requested screening on the north property line i.e., pine trees or arborvitaes.

Julie Miller also requested screening for the north property line i.e. fencing if the trees could not be planted because of the utility easement.

Jeff Moyer questioned where the entrance drive would be for the new car wash because of headlights shining at the condo to the north.

Public Hearing was closed by 8:30pm.

Consider draft Resolution 2011-11, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 1 CSM 4565 BUS. 18-151E" for a car wash facility:

Roberts moved. Steiner seconded to recommend to the Village Board to approve draft Resolution 2011-11, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 1 CSM 4565 BUS. 18-151E" for a car wash facility. Motion carried by voice vote.

Consider applications for Lot 1 CSM 4565, 2110 Bus. 18-151E for a car wash:

- a. Certified Survey Map: Rooney moved, Scribner seconded to approve the CSM creating two lots on CSM 4565 conditioned to Village Engineer Robert Wright's memo dated April 1, 2011 pertaining to the CSM. Motion carried by voice vote.
- b. Design Review: Rooney moved, Roberts seconded to approve site plan conditioned upon Village Engineer Robert Wright's letter dated April 1, 2011 pertaining to the site plan, to remove one light pole in the center of the parking lot, and the erection of a fence on the entire north lot line of the newly created lot 1. Fence is **to be 6' high, board on board type and made up of wood or composite material.** Motion carried by voice vote.

Consider applications for Primary Center Renovation Project Academy Street:

Steve Kieckhafer of Plunkett Raysich Architects and Charlie Quagliana presented the site plan, architecture of the building, and how it meets the historical value of the existing building. Several members asked questions about the building addition, site, traffic circulation, and overall comments on the site about stormwater management/erosion.

- a. Certificate of Appropriateness: Roberts moved, Rooney seconded to approve the Certificate of Appropriateness. Motion carried by voice vote.
- b. Design Review: Rooney moved, Roberts seconded to approve the site plan conditioned upon meeting the following Village Engineer requirements:
 - 1) Stormwater management plan, permit application, and report consistent with Chapter 20 of the Village Code of Ordinances. Specifically the report and narrative should address:
 - a. 40% TSS removal for the re-development site
 - b. Oil and Grease removal
 - c. Velocities at outfall location and details of the outfall energy dissipation
 - d. Thermal control will be required as there is no regional basin downstream of this development.
 - e. Operation and Maintenance Schedule for the management practices chosen.
 - f. A long-term maintenance agreement to be recorded with Dane County Register of Deeds.

The report can be submitted concurrently with the erosion control plan/permit.

- 2) Erosion Control plans and permit application is required to be submitted prior to issuance of the building permit. A sample list of the requirements are as follows: perimeter control, construction entrances, seeding/mulching rates, detailed construction schedule, stockpile protection, and soil loss calculations

limiting the site to 7.5 tons/acre/year are required. Chapter 20 of the Village Code of Ordinances contains all of the specifics. Motion carried by voice vote.

Consider applications for pizza establishment with drive-up for 1848 Bus. 18-151E:

Matt Anderson provided information on remodeling a section of the building at the above address for a drive-up and carry out Pizza Hut. There will be no restaurant seating, only pick-up and carry out.

- a) Conditional Use Permit: Sievers moved, Rooney seconded to set a Public Hearing for a Conditional Use Permit at the next regular Plan Commission meeting for a drive-up establishment. Motion carried by voice vote.
- b) Design Review: Several questions were asked regarding the draft site plan. It was directed that Matt get in contact with Village staff to incorporate some of the issues raised, and have this item on the next Plan Commission agenda.

Consider Certified Survey Map application for Deertrail Add. Lots 8 and 9:

Rooney moved, Mudrey seconded to recommend to approve CSM to the Village Board conditioned upon the owner creating a new lot slightly wider than 75 to 76ft to prevent any problems in the future if a subsequent survey finds the lot smaller than 75ft and therefore a non-conforming lot. CSM creation will not require Park Improvement fees. Motion carried by voice vote.

Public Hearing: To consider a proposed revision to Chapter 17 Article E Conditional Uses §17.60 regarding successor conditional uses:

Public Hearing was opened at 9:40pm. Hearing no comments, Public Hearing was closed at 9:42pm.

Consider draft Ordinance 2011-06, "AN ORDINANCE TO AMEND SECTION 17.60 OF THE CODE OF ORDINANCES RELATING TO SUCCESSOR CONDITIONAL USE PERMITS":

Scribner moved, Rooney seconded to recommend to the Village Board to approve draft Ordinance 2011-06, "AN ORDINANCE TO AMEND SECTION 17.60 OF THE CODE OF ORDINANCES RELATING TO SUCCESSOR CONDITIONAL USE PERMITS". Motion carried by voice vote.

Discussion regarding wall height: §17.93 Location and height of fences and hedges was discussed due to a recent ruling made by the Zoning Board of Appeals. After review of this section it was recommended by the Commission that Chapter 17 of the Code be reviewed by staff to remove any ambiguity in interpretation of this section and related section of this chapter.

Discussion regarding placement of temporary Stabbur building: George Sievers removed himself as a member of the Plan Commission and presented the Son of Norway project of placing a Stabbur building structure along the Troll way. This building would be a temporary/miniature display of the old historical Norway Stabbur

building. However, the designer/builder is looking for a location to display this structure for five to ten years for community history and observation. The Commission liked the idea and will work with the Sons of Norway to see how such a structure could be permitted.

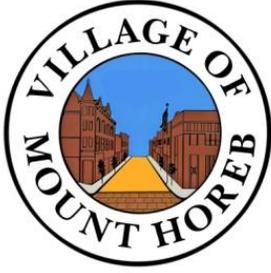
Plan Commission Chair Report: Provided the list of building permits issued to date. Steve Grindle informed the Commission this will be his last meeting as Chair.

Village Planner report: Village Planner Mike Slavney reported that outgoing County Executive Falk is recommending the disbandment of CARPC.

Agenda items for next meeting: None suggested.

Adjournment: Roberts moved; Sievers seconded to adjourn the meeting at 10:15pm. Motion carried by voice vote.

Minutes by Duane Gau, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, MAY 12, 2011

The Plan 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) Review minutes of the April 14, 2011 meeting.
- 3) PUBLIC HEARING: To consider a Conditional Use Permit application for a drive-up facility on a portion of Lot 2 CSM 6385, 1848 Bus. 18-151E.
- 4) Consider draft Resolution 2011-16, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 2 CSM 6385 1848 BUS. 18-151E" for a drive-up facility.
- 5) Consider Design Review application for pizza establishment with drive-up for 1848 Bus. 18-151E.
- 6) Consider Conditional Use Permit application to operate a beauty parlor at 99 Orchard Lane.
- 7) Plan Commission Chair's Report.
- 8) Village Planner's report.
- 9) Agenda items for future meeting.
- 10) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
May 12, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:05pm. A roll call was taken. Present were Commissioners Mark Rooney, Norb Scribner, George Sievers, Mike Mudrey, David Hoffman and Jim Sauter. Absent: None. Also present was Interim Village Administrator Duane Gau.

Minutes: The April 14, 2011 minutes were reviewed. Scribner moved, Sievers seconded to approve the minutes of March 10, 2011 with the following correction to Consider applications for Lot 1 CSM 4565, 2110 Bus. 18-151E for a car wash: a. conditioned "upon and adherence" to Village Engineer Motion carried by voice vote with Becker, Hoffman, and Sauter abstaining.

PUBLIC HEARING: To consider a Conditional Use Permit application for a drive-up facility on a portion of Lot 2 CSM 6385, 1848 Bus. 18-151E. Public Hearing was opened at 7:09pm. Hearing no comments, Public Hearing was closed at 7:10pm.

Consider draft Resolution 2011-16, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 2 CSM 6385 1848 BUS. 18-151E" for a drive-up facility. Scribner moved, Rooney seconded to recommend to the Village Board to approve draft Resolution 2011-16, "CONDITIONAL USE PERMIT FOR A PORTION OF LOT 2 CSM 6385 1848 BUS. 18-151E" for a drive-up facility. Motion carried by voice vote.

Consider Design Review application for pizza establishment with drive-up for 1848 Bus. 18-151E. Rooney moved, Scribner seconded to approve the site plan dated 5-11-11 conditioned upon **1) "do not enter" or "exit only" sign off Brookwood Drive driveway,** and 2) enclosed/screened dumpster. Motion carried by voice vote.

Consider Conditional Use Permit application to operate a beauty parlor at 99 Orchard Lane. Sievers moved, Hoffman seconded to hold a public hearing at the June 9, 2011 meeting to operate a beauty parlor at 99 Orchard Lane. Motion carried by voice vote.

Plan Commission Chair Report: Chair Becker reviewed the list of building permits issued to date, and reported on Dane County RFI for Project Fresh.

Village Planner report: None

Agenda items for next meeting: Staff to report if the Village has a property maintenance ordinance or what discussion has occurred on this type of ordinance.

Adjournment: Rooney moved; Sauter seconded to adjourn the meeting at 8:10pm. Motion carried by voice vote.

Minutes by Duane Gau, Interim Village Administrator



Village of Mount Horeb

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, JUNE 9, 2011

The Plan 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) Review minutes of the May 12, 2011 meeting.
- 3) PUBLIC HEARING: To consider a Conditional Use Permit application for an in-home beauty parlor at 99 Orchard Lane.
- 4) Consider draft Resolution 2011-18 "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE".
- 5) Consider extraterritorial jurisdiction Zoning Petition #10303 for Jeffrey Peterson, Section 26, Town of Blue Mounds from A-1EX Exclusive Ag to RH-1 Rural Homes.
- 6) Consider extraterritorial jurisdiction Certified Survey Map App #9293 for Randy Docken, Section 14, Town of Blue Mounds.
- 7) Review of Village property maintenance code materials.
- 8) Plan Commission Chair's Report.
- 9) Village Planner's report.
- 10) Agenda items for future meeting.
- 11) 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.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT CHERYL SUTTER, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884

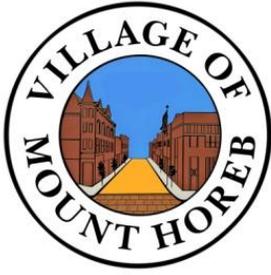
PUBLIC HEARING MINUTES
JUNE 9, 2011

The Plan Commission held a public hearing on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Due to a meeting posting error, only the noticed public hearing took place. The regular monthly Plan Commission meeting was rescheduled to Wednesday, June 15, 2011 at 7pm.

The public hearing was called to order by Chairman David Becker at 7:05pm with commissioners Mark Rooney, Norb Scribner, George Sievers, David Hoffman, and Jim Sauter present. Commission member Mike Mudrey was excused absent.

The purpose of the hearing was to receive public input regarding a Conditional Use Permit application for an in-home beauty parlor at 99 Orchard Lane. Applicant Mary K Burns spoke regarding her request. No one else spoke. Motion made by Rooney, seconded by Sievers and carried to adjourn public hearing at 7:07pm.

Minutes by Duane Gau, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JUNE 15, 2011

The Plan 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) Review minutes of the May 12, 2011 meeting and June 9, 2011 public hearing.
- 3) Consider draft Resolution 2011-18 "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE".
- 4) Consider extraterritorial jurisdiction Zoning Petition #10303 for Jeffrey Peterson, Section 26, Town of Blue Mounds from A-1EX Exclusive Ag to RH-1 Rural Homes.
- 5) Consider extraterritorial jurisdiction Certified Survey Map App #9293 for Randy Docken, Section 14, Town of Blue Mounds.
- 6) Review of Village property maintenance code materials.
- 7) Plan Commission Chair's Report.
- 8) Village Planner's report.
- 9) Agenda items for future meeting.
- 10) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

June 15, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:05pm. A roll call was taken. Present were Commissioners Mark Rooney, George Sievers, David Hoffman and Jim Sauter. Absent: Norb Scribner and Mike Mudrey. Also present was Interim Village Administrator Duane Gau.

Minutes: The May 12, 2011 minutes were reviewed. Hoffman moved, Sauter seconded to approve the minutes of May 12, 2011. Motion carried by voice vote.

Consider draft Resolution 2011-18, "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE. Sievers moved, Sauter seconded to recommend to the Village Board to approve draft Resolution 2011-18, "CONDITIONAL USE PERMIT FOR LOT 2 CSM 10434 99 ORCHARD LANE. Motion carried by voice vote.

Consider extraterritorial jurisdiction Zoning Petition #10301 for Jeffrey Peterson, Section 26, Town of Blue Mounds from A-1X Exclusive Ag to RH-1 Rural Homes. Rooney moved, Sauter seconded to recommend to the Village Board to approve extraterritorial jurisdiction Zoning Petition #10301 for Jeffrey Peterson, Section 26, Town of Blue Mounds from A-1X Exclusive Ag to RH- 1 Rural Homes. Motion carried by voice vote.

Consider extraterritorial jurisdiction Certified Survey Map App #9293 for Randy Docken, Section 14, Town of Blue Mounds. Interim Administrator Gau presented his report stating conflicts with the Comprehensive Plan for future roadway extension, and the Village subdivision code for extraterritorial jurisdiction CSM which allows for maximum size lot of 5 acres. The CSM request is for 7.9 acres. Randy Docken stated that there would be other land that he owns that could be used for future roadway extension and stated that the County and Township already has approved the CSM with 7.9 acres. Randy also felt that the 5 acre limit would not allow him to split the entire homestead buildings off. Plan Commission members discussed the roadway extension and felt this is only a concept and can be adjusted in future planning, and felt that would not be a conflict. However, the code stating the 5 acre limit may present a problem. Some members questioned if a variance process could be applied here. Interim Administrator stated he only had a chance to review this matter today and recommended that the Village have its contract planner conduct a further review of the matter. Hoffman moved, Rooney seconded to postpone this matter to the next Plan Commission meeting, and staff is to contact the Village Planner for his recommendation. Furthermore, a request was made of the applicant to check with his surveyor to see if all the homestead buildings could be placed on a 5 acre parcel. Motion carried by voice vote.

Review of Village property maintenance code materials. Dave Hoffman stated he requested that this matter be on the agenda, and provided background information to on the issue. Interim Administrator Gau also provided the Plan Commission with past work and documents that was done by Administrator Bierke and the Building Inspector. Lengthy discussion followed by commission members on foreclosed property,

enforcement of existing code, and how comprehensive of a property maintenance code would work for Mount Horeb. Some members felt that the draft section 10.08 recommended by the past Village Administrator and Building Inspector was a good starting point. Discussion by the majority of the members felt the Plan Commission should consider working with the proposed draft section 10.08 to make revisions to the property maintenance code. It was brought up that the commission and staff could put an extensive amount of time into this code and the Village Board may not agree with the Commission recommendations. Hoffman moved, Sauter seconded to query the Village Board to see if they would want the Plan Commission to explore strengthening the property maintenance code and explicit method of enforcement. Motion carried by voice vote.

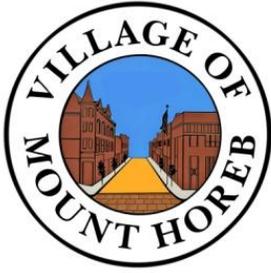
Plan Commission Chair Report: Chair Becker reviewed the list of building permits issued to date.

Village Planner report: None

Agenda items for next meeting: Property maintenance code.

Adjournment: Rooney moved; Sauter seconded to adjourn the meeting at 8:30pm. Motion carried by voice vote.

Minutes by Duane Gau, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, JULY 14, 2011

The Plan 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) Review June 15, 2011 meeting minutes.
- 3) Consider site plan revision to Aquashine carwash project, 101 N Brookwood Drive.
- 4) Update on Docken extraterritorial jurisdiction CSM request in Town of Blue Mounds.
- 5) Plan Commission Chair's Report.
- 6) Agenda items for future meeting.
- 7) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
July 14, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. A roll call was taken. Present were Commissioners Mark Rooney, George Sievers, David Hoffman, Jim Sauter, Norb Scribner, and Mike Mudrey. Also present was Interim Village Administrator Dave Berner and Planning Consultant Michael Slavney of Vandewalle & Associates.

Minutes: The June 15, 2011 minutes were reviewed. Hoffman moved, Sauter seconded to approve the minutes of June 15, 2011. Motion carried by voice vote.

Consider site plan revision to Aquashine carwash project, 101 N Brookwood Drive. Steve Burns, representing the partners for this project, explained that they were requesting two revisions to the approved site plan as follows: 1) Due to utility power access requirements move the monument sign back 30'; and 2) removal of curb and gutter from access driveway fronting Brookwood Drive. When questioned about the removal of curb and gutter, Mr. Burns explained this was an error and they do not want to install curb and gutter at this access point. This will provide access to both lot 1 and lot 2. There was discussion about the implications on storm drainage management and if the Village Engineer had reviewed the proposed change. Mudrey moved, Scribner seconded to recommend Village Board approval of an amendment to the Aquashine carwash site plan as per the request presented by Mr. Burns, subject to review and approval by the Village Engineer. Motion carried by voice vote.

Update on Docken extraterritorial jurisdiction CSM request in Town of Blue Mounds. Interim Administrator Berner reported that at the June 2011 Plan Commission meeting Randy Docken presented a proposed Certified Survey Map (CSM) for 7.9 acres **within the Village's Extraterritorial Jurisdiction (ETJ)**. The proposal is to create one new lot which will contain the farmstead including the dwelling unit, and a collection of agricultural outbuildings. The proposed CSM has been favorably reviewed by the County and Town of Blue Mounds. The proposal, however, conflicts with the Comprehensive Plan for future roadway extension and the Village subdivision code for extraterritorial jurisdiction which allows for a maximum size lot of 5 acres. Because of said conflicts the matter was postponed to the July Plan Commission meeting. Since the last Plan Commission meeting Village President Becker and staff have had numerous meetings with Mr. Docken and Town of Blue Mounds officials in an effort to find solutions that would allow Mr. Docken approval for his proposed CSM and preserve the vision and concepts of the Village Comprehensive Plan to maintain access for potential future industrial and commercial development.

In consideration of the Village's objective, potential solutions were presented by Village Planning Consultant Mike Slavney. First, provide a minimum 66 foot wide road frontage for the remaining acreage parcel just northeast of the northeast corner of the proposed farmstead lot. Second, for the north boundary of the farmstead lot to be located in such a way as to provide the potential for a relatively flat extension of a 66 foot wide public road right-of-way to the west. This would be best located just north of, and adjacent to, **the farmstead lot's northern boundary, which is fully within the acreage parcel.** That way, if and when the acreage parcel were further subdivided (for example, after annexation to the Village), the best public road alignment could be dedicated wholly from the acreage parcel. The farmstead lot would not be involved. This concept has been discussed with the applicant and we hope to see a revised draft CSM from the applicant which includes this concept.

Final consideration; in dividing the farmstead lot from the acreage parcel, the proposed CSM will be making the acreage parcel a vacant lot. **Under the Town's land division policy** for rounding densities to the nearest whole dwelling unit, the resulting acreage parcel would be buildable. The density study conducted by Dane County staff came to this same result. **However, the Village's Land Division Ordinance does not provide** clear authority to use a rounding approach. If rounding is not allowed by the Village, the proposed CSM would need to include a deed restriction on the acreage parcel, prohibiting the approval and construction of a dwelling unit. Use of density rounding in regulating this land division would enable the approval and construction of one more dwelling unit somewhere on the remainder of the acreage parcel. Town officials support this approach in general, noting that consistency between County, Town, and Village density measurement would result in a clearer process for applicants.

Mike Slavney recommended the Plan Commission and Village Board consider a rounding **policy that is consistent with the County's approach; because our 1.5 mile ETJ area** includes parts of four towns. This would require a simple Land Division Code Amendment. A sample amendment provision to this effect would be:

The Village shall permit the rounding of the density calculation to the nearest whole number of new buildable parcels, provided that such rounding does not result in more new buildable parcels than permitted by either the Town or Dane County.

After discussion, it was the consensus of the Commission that when the revised CSM is submitted to the Village staff a special meeting be convened to facilitate the process.

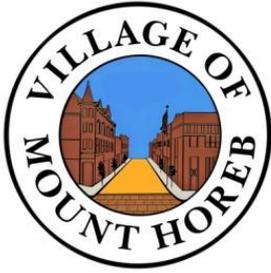
Plan Commission Chair Report: Chair Becker reviewed the list of building permits issued to date.

Village Planner report: None

Agenda items for next meeting: It was requested the Village Board provide direction if they want the Plan Commission to explore strengthening the property maintenance code and methods of enforcement. The Commission also discussed the possible need for review of zoning regulations for Wind generation. Rooney suggested they wait until the State of Wisconsin decides on their new policies.

Adjournment: Hoffman moved; Rooney seconded to adjourn the meeting at 8:30pm. Motion carried by voice vote.

Minutes by Dave Berner, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

THURSDAY, August 11, 2011

The Plan 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) Review July 14, 2011 meeting minutes.
- 3) Consider extraterritorial jurisdiction request from Randy Docken in Town of Blue Mounds:
 - a) Approval of CSM
 - b) Approval of variance
- 4) Consider draft Ordinance 2011-11, "AN ORDINANCE TO AMEND SECTION 18.11(2)(d) OF THE CODE OF ORDINANCES RELATING TO JURISDICTION IN UNINCORPORATED AREAS".
- 5) Consider extraterritorial jurisdiction request for CSM from Jeff Peterson in Town of Blue Mounds.
- 6) Consider Certificate of Appropriateness application from Peter Riphahn for 102 E Front Street for façade.
- 7) Consider preliminary Certificate of Appropriateness from Chris and Tracy Thompson for 217 E Main Street for façade.
- 8) Consider Design Review application from Rollie Schraepfer/Mt Horeb Mini Storage LLC for 100 Nesheim Trail for storage facilities.
- 9) Consider Zoning Amendment Application from Evangelical Lutheran Church of Mount Horeb for two adjoining parcels on Front Street from R-2 Two Family Residential to CB Central Business.
- 10) Discussion regarding maintenance code.

- 11) Plan Commission Chair's Report.
- 12) Agenda items for future meeting.
- 13) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
August 11, 2011

The Plan Commission/Historic Preservation Commission met in regular session on the above date in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. A roll call was taken. Present were Commissioners Mark Rooney, George Sievers, David Hoffman, and Norb Scribner. Absent were Mike Mudrey and Jim Sauter. Also present was Interim Village Administrator Dave Berner.

Minutes: The July 14, 2011 minutes were reviewed. Mark Rooney moved, Dave Hoffman seconded to approve the minutes of July 14, 2011 as corrected. Motion carried by voice vote.

Consider extraterritorial jurisdiction request from Randy Docken in Town of

Blue Mounds: At the June 2011 Plan Commission meeting Randy Docken presented a proposed Certified Survey Map (CSM) for 7.9 acres **within the Village's Extraterritorial Jurisdiction (ETJ)**. The proposal is to create one new lot which will contain the farmstead including the dwelling unit, and a collection of agricultural outbuildings. The proposed CSM has been favorably reviewed by the County and Town of Blue Mounds. The proposal, however, conflicts with the Comprehensive Plan for future roadway extension and the Village subdivision code for extraterritorial jurisdiction which allows for a maximum size lot of 5 acres. Because of said conflicts the matter was postponed to the July Plan Commission meeting. At the July meeting it was reported that Village President Becker and staff have had numerous meetings with Mr. Docken and Town of Blue Mounds officials in an effort to find solutions that would allow Mr. Docken approval for his proposed CSM and preserve the vision and concepts of the Village Comprehensive Plan to maintain access for potential future industrial and commercial development. Village Planner Mike Slavney presented his recommendations on how these objectives could be accomplished. After discussion, it was the consensus of the Commission that when the revised CSM is submitted to the Village staff a special Plan Commission meeting be convened to facilitate the process.

Interim Administrator Berner advised that a revised CSM has been presented and that staff **felt Mr. Docken's request is reasonable** and recommended approval of a variance from the 5.0 acre maximum. Second, the revised CSM now includes the changes agreed to by Mr. Docken that provide a minimum 66 foot wide road frontage for the remaining acreage parcel to be located in such a way as to provide the potential for a flat extension of 66 foot wide public road right-of-way to the west; north of and **adjacent to, the farmstead lot's northern boundary** which is fully within the acreage parcel.

Motion by Mark Rooney, second by Norb Scribner to recommend to the Village Board approval of a variance from the 5.0 acre maximum to **Randy Docken's proposed Certified Survey Map (CSM)**. Motion carried by voice vote.

Motion by Mark Rooney, second by Norb Scribner to recommend to the Village Board approval of Randy Docken's proposed Certified Survey Map (CSM) dated August 8th, 2011 which provides a minimum 66 foot wide road frontage for future potential road right-of-way and is fully within the acreage parcel. Motion carried by voice vote.

Consider draft Ordinance 2011-11, "An Ordinance to amend section 18.11(2)(d) of the Code of Ordinances relating to jurisdiction in unincorporated areas: With the Docken proposal, in dividing his farmstead lot, the CSM will be making the acreage parcel a vacant lot. **Under the Town's land division policy for rounding densities to the nearest whole dwelling unit, the resulting acreage parcel would be buildable. However, the Village's Land Division Ordinance does not provide clear authority to use a rounding approach.** If rounding is not allowed by the Village, the Docken CSM would need to include a deed restriction on the acreage parcel, prohibiting the approval and construction of a dwelling unit. Docken has requested that the Village use density rounding in regulating his land division. This would enable the approval and construction of one more dwelling unit somewhere on the remainder of the acreage parcel. Town officials support this approach in general, noting that consistency between County, Town and Village density measurement would result in a clearer process for applicants. Town officials also noted that such policy would be a step in the direction of better intergovernmental relations.

Becker agreed and recommended the Plan Commission and Village Board should **consider a rounding policy that is consistent with the County's approach because Mount Horeb's 1.5 ETJ areas** include parts of four townships. Approval of the proposed Land Division Ordinance amendment would permit rounding of densities calculation to the nearest whole number of new buildable parcels, provided that such rounding does not result in more new buildable parcels than permitted by either the Town or Dane County. After discussion, motion made by Norb Scribner, second by Mark Rooney to recommend to the Village Board approval of the proposed Ordinance amendment to section 18.11(2)(d) of the code of Ordinances as follows: **The Village shall permit the rounding of the density calculation to the nearest whole number of new buildable parcels, provided that such rounding does not result in more new buildable parcels than permitted by either the Town or Dane County.** Motion carried by voice vote.

Consider extraterritorial jurisdiction request for CSM from Jeff Peterson in Town of Blue Mounds: Jeff Peterson is requesting approval of a Certified Survey Map (CSM) of one 2.07 acre lot located on Culleens Way in the Town of Blue Mounds. The larger boundary map that was included with the submittal to the Administrators Office depicts the entire ownership parcel and meets the intent of the Village Ordinance. Said

CSM has been approved by Dane County and the Town of Blue Mounds. The parcel is at the reaches of the 1.5 mile ETJ and does not fall within any planned area as shown in the Village Comprehensive Plan. Chair Becker recommended approval. After discussion, a motion was made by Norb Scribner, second by George Sievers to recommend to the Village Board approval of a CSM of one 2.07 acre lot proposed by Jeff Peterson in the Town of Blue Mounds. Motion carried by voice vote.

Consider Certificate of Appropriateness application from Peter Riphahn for 102 E Front Street for façade:

Peter Riphahn presented his proposal for façade improvements. He explained that the existing upper section of the building consists of five or more unique masonry blocks that are crumbling and have created a safety concern. The blocks cannot be repaired and need to be replaced. The middle section is also beginning to deteriorate and is showing the same concerns as the top section. He is not able to know how many of the blocks will need to be replaced until they begin work. He proposes to remove the top section to reduce the height which really serves no purpose other than to conceal the peak of the roof. The remaining middle section will be covered with a hi-tech wood siding and trim, and **he would add 24" overhead** to conceal the window headers that are deteriorating while adding protection over the windows and doors. The commission reviewed samples of the materials he proposed to use. Motion made by Dave Hoffman, second by George Sievers to approve a Certificate of Appropriateness as proposed by Peter Riphahn for facade improvements at 102 E. Front Street. Motion carried by voice vote.

Consider preliminary Certificate of Appropriateness application from Chris and Tracy Thompson for 217 E Main Street for façade:

Chris Thompson explained that he is requesting preliminary review of his proposal to replace the existing facade and modify the entrance at 217 E. Main Street before he purchases the building. Mr. Thompson presented photos of existing buildings at 219, 217 and 215 E. Main and a proposed facade sketch to make his case. Pam Lunder appeared stating that this building is a good example of a Boom Town front and it is a contributing element to the downtown. She is concerned about this facade proposal because it will cover up its historical characteristics. The commission discussed how they could approve a preliminary certificate of appropriateness when such a procedure is not in the ordinance. After much discussion, the commission decided not to take any action at this time. Mr. Thompson indicated he had enough input to make a decision whether or not he will go forward and bring back more detailed information for a final proposal.

Consider Design Review application from Rollie Schraepfer/Mt Horeb Mini Storage LLC for 100 Nesheim Trail for storage facilities:

Rollie Schraepfer presented his proposal to redevelop his commercial lot. The project involves adding to an existing Morton Storage Facility and building two new Morton Storage Facilities. The new accessory buildings will be the same color, roof slope, and design as the other six mini-storage buildings on this lot. After review of the Village Engineer's report and recommendations, motion was made by Norb Scribner, second by Mark Rooney to

approve the design review application submitted by Rollie Schraepfer to add to the existing Morton Storage Facility and building two new storage facilities contingent upon receiving approval of an erosion control permit and storm water management permit. Motion carried on a voice vote.

Consider Zoning Amendment Application from Evangelical Lutheran Church of Mount Horeb for two adjoining parcels on Front Street from R-2 Two Family Residential to CB Central Business: Motion by Norb Scribner, second by Dave Hoffman to schedule a public hearing to consider a zoning amendment application from Evangelical Lutheran Church for two adjoining parcels on Front Street from R-2 Two Family Residential to CB Central Business. Motion carried on a voice vote.

Discussion regarding maintenance code: Chair Becker advised the Commission that this item was discussed by the Village Board at their last meeting and they agreed to task the Plan Commission to review the current code and explore strengthening the property maintenance code standards and methods of enforcement. Chair Becker recommended an Ad Hoc committee be appointed to undertake this directive by the Village Board. Motion made by Mark Rooney, second by Dave Hoffman to establish an Ad Hoc Committee as recommended by Chair Becker. Motion carried on a voice vote. Chair Becker asked members to consider serving on the Ad Hoc committee and that he will proceed with appointing a committee.

Plan Commission Chair Report: Chair Becker reviewed the list of building permits issued to date.

Village Planner report: None

Agenda items for next meeting: The Commission discussed the possibility of changing their protocol by adding a prehearing process that would afford applicants an opportunity to present concept plans and receive input from the commission before preparing a formal application.

Adjournment: Mark Rooney moved, second by Dave Hoffman to adjourn the meeting at 8:33pm. Motion carried by voice vote.

Minutes by Dave Berner, Interim Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, SEPTEMBER 8, 2011

The Plan 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) Review August 11, 2011 meeting minutes.
- 3) PUBLIC HEARING: To consider Zoning Amendment Application from Evangelical Lutheran Church of Mount Horeb for two adjoining parcels on Front Street from R-2 Two Family Residential to CB Central Business.
- 4) Consider draft Ordinance 2011-12, "AN ORDINANCE CONDITIONALLY CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL TO CB CENTRAL BUSINESS" for Evangelical Lutheran Church of Mount Horeb.
- 5) Consider parking lot site plan for S ½ of Lot 12 Carl Boecks Addition for Evangelical Lutheran Church of Mount Horeb
- 6) Consider Kwik Trip applications:
 - a) Conditional Use Permit for rebuild of convenience store w/fueling operation and set public hearing
 - b) Rezone of Outlot 85 from R-2 Two Family to PB Planned Business and set public hearing
 - c) Design Review and CSM concept plans
- 7) Consider Kwik Trip, Inc. request to amend the Village of Mount Horeb Comprehensive Plan.
- 8) Consider draft Resolution 2011-30, "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT".
- 9) Consider Certificate of Appropriateness application from Landmarks Foundation for historic schoolhouse, 110 N Second Street.

- 10) Consider Certificate of Appropriateness application from Mark Bohl for 310 E Main Street for roof system over existing stairway.
- 11) Consider Conditional Use Permit application and set public hearing for Infusion Mixed Martial Arts for a studio at 409 S 8th Street.
- 12) Consider draft Ordinance 2011-14 regarding commercial signs and set public hearing.
- 13) Plan Commission Chair's Report.
- 14) Agenda items for future meeting.
- 15) 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

September 8, 2011

The Plan Commission/Historic Preservation Commission met in regular session on September 8, 2011 in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, George Sievers, David Hoffman, and Mike Mudrey. Absent were Commissioners Norb Scribner and Jim Sauter. Also present were Village Administrator Dave Ross and Planning Consultant Michael Slavney.

Minutes: The minutes from August 11, 2011 were reviewed. Hoffman moved and Sievers seconded to approve the minutes.

Public Hearing: A public hearing was opened at 7:01pm to accept comment regarding consideration of a zoning amendment application from the Evangelical Lutheran Church of Mount Horeb regarding changing adjoining parcels on Front Street from R-2 Two Family Residential to CB Central Business. Nathaniel Johnson of 108 4th Street addressed the Commission about his concerns about various issues associated with the proposed rezoning. Johnson is a neighbor to the affected property and wants to ensure his property is protected during this process. Mr. Neil Densmore, representing the Church, addressed the Commission and explained that Mr. Johnson's concerns are being addressed and there is already a berm in place that will act as a natural barrier against water runoff onto the adjoining property. Densmore explained they have no intent to cause any harm whatsoever to any neighboring property and they simply want to do what is right while improving parking for the Church. At 7:08pm Chair Becker closed the public hearing.

Consider draft ordinance 2011-12 to change the zoning classification of property from R-2 Two Family Residential to CB Central Business: Consultant Slavney spoke about the zoning change request and confirmed that the area in question is correct on the Village Comprehensive Plan and that the proper designation for this property to be used as a parking lot is CB Central Business. Rooney questioned the word "conditional" in the ordinance and Slavney reported that this word should be removed – it was accidentally left in from a prior zoning change. Rooney made the motion to approve the zoning change with the restriction that the property must be a parking lot for a church. Hoffman seconded and all voted aye.

Consider parking lot site plan for the south ½ of Lot 12 Carl Boecks Addition for the Evangelical Lutheran Church of Mount Horeb: Consultant Slavney discussed the requirements for a parking lot and the requirements regarding landscaping and he concluded this proposal meets both of those requirements. It was recommended that the Village Engineering Consultant, Mr. Rob Wright, review the site plan to confirm there won't be adverse impact to the neighboring properties. Sievers moved to approve the site plan pending approval by Mr. Wright of no adverse impact, Rooney seconded and all voted aye.

Chair Becker, for concern about the time it might take to work through the next few agenda items, took items 9-11 at this time.

Consideration of a Certificate of Appropriateness application from Landmarks Foundation for the historic schoolhouse at 110 N. 2nd Street: Kurt Nowka discussed with the Commission the Foundation's plans to make modifications to the schoolhouse – in an effort to improve it and at the same time keep its historical significance. There will be an additional egress door installed along with a porch. The porch will be unpainted and made of natural material and a question about the door opening inward was questioned – with Nowka explaining that the drawing was inaccurate and the door will swing outward. Hoffman moved and Rooney seconded to approve the Certificate of Appropriateness – all voted aye.

Consideration of a Certificate of Appropriateness application from Mark Bohl for 310 E. Main Street for a roof system over an existing stairway: Mr. Schlimgen, a representative of the owner, discussed with the Commission the reason for this request and he showed a photograph of what the finished product would look like. The Commission was in agreement that the proposed improvements looked very good. Rooney moved and Becker seconded to approve the request – all voted aye.

Consideration of a Conditional Use Permit application and set a public hearing regarding Infusion Mixed Martial Arts for a studio at 409 S. 8th Street. Mr. Brandon Tracy, owner of Infusion Mixed Martial Arts, addressed the Commission regarding his intent to purchase this property and move his business, currently located in another part of Mount Horeb, to this location. The Commission and Mr. Slavney discussed with Tracy concerns about lighting and sound for a possible outdoor venue at that location and the request was made for Tracy to revise his application to include his specific plans for these items. A motion to set the public hearing for October 13, 2011 at 7:00pm was made by Sievers and seconded by Hoffman – all voted aye.

Consideration of Kwik Trip applications for a conditional use permit for a rebuild of their Mount Horeb store and to set a public hearing, to rezone Outlot 85 from R-2 Two Family to PB Planned Business and set a public hearing, and to consider the design review and Certified Survey Map (CSM) concept plans: A lengthy discussion ensued with Mr. Troy Mleziva (representing Kwik Trip) explaining the company's plans to purchase a lot behind their current store in order to build a brand new facility in Mount Horeb. He explained that the building will be an LEED certified building with concrete paving, energy efficient soft lighting, and other energy efficient features. Two residents had questions regarding lighting and sound coming from the building since it is located so close to a residential neighborhood. Commission members asked Kwik Trip to please be prepared to address these concerns at the public hearing. A question was raised regarding whether or not the proposed metal roof was allowed as a conditional use. Staff will research and determine. Rooney moved and Hoffman seconded,

with all voting aye, to set the public hearings for the Conditional Use Permit and rezoning (two distinct public hearings) for October 13, 2011 at 7:00pm.

Consideration of Kwik Trip request to amend the Village of Mount Horeb Comprehensive Plan: Slavney explained the necessary steps involved in amending the Comprehensive Plan to allow this project to move forward and he explained that the current Plan is based on historical use of the current site (residential). A public participation plan must be put into place and a public hearing held. Sievers moved and Mudrey seconded to initiate the plan amendment process. All voted aye.

Consideration of draft resolution 2011-30 "ESTABLISHING PUBLIC PARTICIPATION PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT": The Village Board will set this in motion on October 5th. Becker moved, Sievers seconded to recommend approval of the procedures and all voted aye.

Consideration of draft ordinance 2011-14 regarding commercial signs and set a public hearing: The consideration is to amend the current ordinance to allow electronic sign boards as well as time and temperature signs in the Village. There was discussion amongst Commission members about the pros and cons of such signs. After a thorough discussion the motion was made by Hoffman and seconded by Mudrey to recommend amending the ordinance to allow electronic signs plus time and temperature signs with the restriction that the message board not be allowed to change more than one time per minute. The public hearing will be set for October 13, 2011 at 7:00pm. All voted aye.

Plan Commission Chair's Report: Chair Becker updated the Commission on the nuisance ordinance in the Village and the plan to have Administrator Dave Ross review the current ordinance and make recommendations based on past success in another community. There is not specific time frame for this coming before the Commission again; however, the process will be moving forward. One of the purposes mentioned is to find out what ordinances the Village currently has and is not enforcing and what ordinances it does not have but could use.

Agenda items for future meetings: The only item discussed was the nuisance ordinance as the future agenda will be very busy with other known items and public hearings coming before the Commission.

Adjourn: At 8:50pm Rooney motioned to adjourn the meeting, Sievers seconded, and all voted aye.

Minutes by Dave Ross, Village Administrator



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, OCTOBER 13, 2011

The Plan 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) Review September 8, 2011 meeting minutes.
- 3) Consider presentation of annexation, CSM, and rezone request from Town Land Company LLC for a parcel in Town of Blue Mounds, and set public hearing.
- 4) Consider Resolution 2011-33 "RESOLUTION RECOMMENDING AMENDMENT TO THE 2005 VILLAGE OF MOUNT HOREB COMPREHENSIVE PLAN, DANE COUNTY, WISCONSIN".
- 5) PUBLIC HEARING: To consider zoning change request from Kwik Trip Inc for 106 N 8th Street from R-2 Two Family Residential to PB Planned Business District.
- 6) Consider draft Ordinance 2011-16, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL TO PB PLANNED BUSINESS" for 106 N 8th Street.
- 7) Consider Certified Survey Map application from Kwik Trip Inc.
- 8) PUBLIC HEARING: To consider Conditional Use Permit application for rebuild of Kwik Trip 24 hour convenience store with fueling operation at 525 Springdale Street.
- 9) Consider Resolution 2011-35, "CONDITIONAL USE FOR KWIK TRIP INC 525 SPRINGDALE STREET".
- 10) Consider Design Review Application from Kwik Trip Inc for new convenience store at 525 Springdale Street.

- 11) PUBLIC HEARING: To consider Conditional Use Permit application for Infusion Mixed Martial Arts for a studio at 409 S Eighth Street.
- 12) Consider Resolution 2011-34, "FOR A CONDITIONAL USE PERMIT FOR PART OF OUTLOT 120 409 S EIGHTH STREET" for a martial arts studio with outdoor classes.
- 13) PUBLIC HEARING: To consider draft Ordinance 2011-14 regarding commercial signage.
- 14) Consider draft Ordinance 2011-04, 'AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE SECTION 17.172 AND SECTION 17.174 OF THE CODE OF ORDINANCES" relating to commercial signage.
- 15) Consider off-premise sign for Rich Eberle property in 1700 block of Bus 18-151E.
- 16) Plan Commission Chair's Report.
- 17) Agenda items for future meeting.
- 18) 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.

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PLAN COMMISSION

October 13, 2011

The Plan Commission met in regular session on October 13, 2011 in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners George Sievers, David Hoffman, Norb Scribner, and Mike Mudrey, and Mark Rooney. Absent was Commissioner Jim Sauter. Also present were Village Administrator Dave Ross, Office Assistant Alyssa Gross and Planning Consultant Michael Slavney.

Minutes: The minutes from September 8, 2011 were reviewed. Mudrey moved, Hoffman seconded, to approve the minutes. Motion carried.

Consider presentation of annexation, CSM, and rezone request from Town Land Company LLC for a parcel in Town of Blue Mounds, and set public hearing: Ron Trachtenberg was present to discuss how the parcel would be divided and what they would be used for. A motion was made by Hoffman, seconded by Scribner, to hold a public hearing on November 10th, 2011 at 7:00 pm about the zoning of this parcel. Motion carried.

Scribner moved, Hoffman seconded to modify the order of the agenda.

Commission member Mark Rooney arrived at the meeting at 7:15 pm.

Chair Becker decided to combine agenda item #'s 5 & 8, which are both public hearings concerning Kwik Trip. It was pointed out that comments made on one of these public hearings would most likely touch on the other. Public Hearing- To consider zoning change request from Kwik Trip Inc for 106 N 8th Street from R-2 Two Family Residential to PB Planned Business District. Public Hearing- To consider Conditional Use Permit application for rebuild of Kwik Trip 24 hour convenience store with fueling operation at 525 Springdale Street: The public hearing for agenda items 5 & 8 opened at 7:15 pm. Numerous residents voiced their concerns regarding the new Kwik Trip. Concerns brought forward included: lighting, noise level, location, electric charging station, solar panels, buffering, and loading site. Troy Mleziva, representative for Kwik Trip Inc, addressed the resident's questions and concerns. He stated the building would be brought up to the 21st century with the exterior of the building being completely brick and the entire lot concrete. A new storm water infiltration system would be put in place. The dumpsters would be located on the south end of the building. Cut-off fixtures would be used to cut down on the range of bright light and speakers would possibly be redesigned to keep the noise level down. E85 fuel would be available along with an electric charging station. Solar lighting would be used to cut down on heating costs. The question was raised if the solar tubes for the lighting created additional light outside of the building. Commission member George Sievers thanked Mleziva for meeting with neighbors about their

concerns. Mudrey suggested shifting the building more northeast to make more room on the south side of the building. The public hearing was closed at 8:20 pm.

Consider Resolution 2011-33 “RESOLUTION RECOMMENDING AMENDMENT TO THE 2005 VILLAGE OF MOUNT HOREB COMPREHENSIVE PLAN, DANE COUNTY, WISCONSIN”: This resolution is to recommend an amendment to the 2005 comprehensive plan to change the designation of the property at 106 N 8TH Street from Residential to Planned Business. A motion was made by Rooney, seconded by Scribner, to recommend the amendment to the Village Board for approval. Motion carried.

Consider Design Review Application from Kwik Trip Inc for new convenience store at 525 Springdale Street: Hoffman made a motion, Mudrey seconded, to table this issue pending changes to the development plan. Motion carried.

Consider draft Ordinance 2011-16, “AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL TO PB PLANNED BUSINESS” for 106 N 8th Street: A motion was made by Hoffman, Scribner seconded, to table this issue pending changes to the development plan. Motion carried.

Consider Resolution 2011-35, “CONDITIONAL USE FOR KWIK TRIP INC 525 SPRINGDALE STREET”: A motion was made by Rooney, Mudrey seconded, to table this issue pending changes to the development plan. Motion carried.

Consider Certified Survey Map application from Kwik Trip Inc: Scribner made a motion, Rooney seconded, to table this issue pending changes to the development plan. Motion carried.

Public Hearing- To consider Conditional Use Permit Application for Infusion Mixed Martial Arts for a studio at 409 S Eighth Street: The public hearing to consider Conditional Use Permit Application for Infusion Mixed Martial Arts was opened at 8:44 pm. William Cox, neighbor of the Martial Arts building, voiced his concerns about the privacy of residential properties nearby. Brandon Tracy, owner of Infusion, was present to address concerns. Cox stated there is no buffer between their two properties. Brandon Tracy’s father and the owner of the building also were present and spoke. They each stated how beneficial Brandon’s business would be in this building opposed to a different business that could create a nuisance. Public hearing was closed at 9:13 pm.

Consider Resolution 2011-34, “FOR A CONDITIONAL USE PERMIT FOR PART OF OUTLOT 120 409 S EIGHTH STREET” for a martial arts studio with outdoor classes: A motion was made by Hoffman, seconded by Rooney, to recommend to the Village Board to approve the CUP with a stipulation that the owner is allowed 25 outdoor classes prior to staff review and either after those 25 outdoor classes or one year, whichever comes first, staff will talk with neighbors to

see if there were any “issues” with those outdoor classes and if not that restriction is lifted. These first 25 classes must be held during daylight hours only. Motion carried.

Public Hearing- To Consider draft Ordinance 2011-14 regarding commercial signage: The public hearing was opened at 9:30 pm. A couple of registration cards had been filled out by people to speak, but both individuals had left before the hearing came up. Both were in support of the commercial signage. Hearing no comments, the public hearing closed at 9:31 pm.

Consider draft Ordinance 2011-04, “AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE SECTION 17.172 AND SECTION 17.174 OF THE CODE OF ORDINANCES” relating to commercial signage: Sievers made a motion to recommend to the Village Board for approval. Rooney seconded and all said aye. Motion carried.

Consider off-premise sign for Rich Eberle property in 1700 block of Bus 18-151E: The sign will be similar to the Walgreens and Karakahl signs. It will be large enough so other businesses can be added to it in case of expansion. Sievers made a motion, Hoffman seconded, to recommend the sign to the Village Board to approve. Motion carried.

Plan Commission Chair’s Report: Chair Becker updated the committee on some stats for the year. There have been twenty-four permits for general construction this year-to-date. Some homes are still being repaired from hail damage over the summer. There have been 169 general permits this year-to-date compared to 133 last year. Fifteen new single family homes have been built this year compared to six last year. Mt. Horeb High School is under construction and Pizza Hut is open for business.

Agenda items for future meeting: No future agenda items were discussed.

Adjourn: At 9:40pm Sievers motioned to adjourn the meeting, Rooney seconded, and all voted aye.

Minutes by Alyssa Gross, Village Office Assistant



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, NOVEMBER 10, 2011

The Plan 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 October 13, 2011 meeting minutes.
- 3) PUBLIC HEARING: To consider zoning change request from Kwik Trip Inc for 106 N 8th Street and 525 Springdale Street from R-2 Two Family Residential and PB Planned Business District to PD-1 Planned Development and General Development Plan.
- 4) Consider draft Ordinance 2011-16, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL AND PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT" for properties at 106 N 8th Street and 525 Springdale Street, and approval of General Development Plan.
- 5) Consider Certified Survey Map application from Kwik Trip Inc.
- 6) Consider Design Review and Specific Implementation Plan from Kwik Trip Inc for new convenience store with fueling station at 525 Springdale Street.
- 7) PUBLIC HEARING: To consider rezone request for approximately 23.36 acres outside Village limits in Section 14 Town of Blue Mounds (former Darrow Concrete property) to 16.08 acres A-1 Agricultural, 6.12 acres PD-1 Planned Development, and 1.12 acres R-1 Single Family Residential
- 8) Consider draft ordinance, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY TO A-1 AGRICULTURAL, PD-1 PLANNED DEVELOPMENT, AND R-1 SINGLE FAMILY" for former Darrow Concrete property.

- 9) Consider Certified Survey Map application from National Construction and Miller & Sons for Lot 1 CSM 11540 in North Cape Commons.
- 10) Plan Commission Chair Report.
- 11) Village Planner Report.
- 12) Village Administrator Report.
- 13) Agenda items for future meeting.
- 14) 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.

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PLAN COMMISSION

November 10, 2011

The Plan Commission met in regular session on November 10, 2011 in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners George Sievers, Jim Sauter, Norb Scribner, Mike Mudrey, and Mark Rooney. Absent was Commissioner David Hoffman. Also present were Village Administrator Dave Ross, Office Assistant Alyssa Gross, and Planning Consultant Michael Slavney.

Minutes: The minutes from October 13, 2011 were reviewed. The date for the public hearing for the parcel in Blue Mounds was in error and needed to be changed from November 9th to November 10th. Also, the word “annexation” needed to be removed. The public hearing was going to be only on the zoning of this property. Scribner moved, Rooney seconded, to approve the minutes as amended. Motion carried.

PUBLIC HEARING- To consider zoning change request from Kwik Trip Inc for 106 N 8th Street and 525 Springdale Street from R-2 Two Family Residential and PB Planned Business District to PD-1 Planned Development and General Development Plan: The public hearing opened at 7:03 pm. Shelby Retzlaff and Jolita Gallagher, residents who are neighbors to the property, were present to speak in opposition of the rezoning. A couple of the main concerns stated were the substantial amount of space the new convenience store is going to occupy, and how it is going to affect the property values of neighboring properties. Also stated was the concern that it would not be beneficial to the community to expand the store. Troy Mleziva, representative for Kwik Trip, was present to explain the changes to the development plan and address concerns. An advantage of expanding the store would be hiring more employees. Changing from PB Planned Business to PD-1 Planned Development enables Kwik Trip to make changes to better suit the needs of the residents. The new zoning plan will allow for more room for landscaping and for a taller fence. There will also be more room between residential properties and the business. Mleziva stated Kwik Trip takes pride in being a good neighbor. The public hearing closed at 7:10pm.

Commission member Mike Mudrey arrived at the meeting at 7:12 pm.

Consider draft Ordinance 2011-16, AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM R-2 TWO FAMILY RESIDENTIAL AND PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT” for properties at 106 N 8th Street and 525 Springdale Street, and approval of General Development Plan: The development plan was amended to coincide with the Planned Development zoning. Planned Development allows for a better landscaping buffer, giving more room to work with, and for a taller fence. Village Planner Mike Slavney was asked by commission member Sievers if concerns and questions have seem to be more addressed

with this new plan. Slavney stated they have since there will be a much better buffer between the business and residential properties, along with the smaller powered speakers that will be built right into the pumps, and the dimmer lighting. Rooney made a motion, Scribner seconded to make a recommendation to the Village Board to approve Ordinance 2011-16, subject to the Village Planner's report, dated November 7th, 2011, with the omission of the last line concerning the speakers. Motion carried.

Consider Certified Survey Map application from Kwik Trip Inc: Mudrey moved, Sievers seconded to recommend to the Village Board to approve the CSM subject to the Village Engineer's memo dated October 5th, 2011. Motion carried.

Consider Design Review and Specific Implementation Plan from Kwik Trip Inc for new convenience store with fueling station at 525 Springdale Street: Village Planner, Mike Slavney recommended approval with the conditions of his November 7th, 2011 report. Sievers moved, Sauter seconded to recommend to the Village Board to approve the design review and SIP subject to Slavney's report with the omission of the last line regarding the speakers. Motion carried.

PUBLIC HEARING: To consider rezone request for approximately 23.36 acres outside Village limits in Section 14 Town of Blue Mounds (former Darrow Concrete property) to 16.08 acres A-1 Agricultural, 6.12 acres PD-1 Planned Development, and 1.12 acres R-1 Single Family Residential and Consider draft Ordinance, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY TO A-1 AGRICULTURAL, PD-1 PLANNED DEVELOPMENT, AND R-1 SINGLE FAMILY" for former Darrow Concrete property: Notification was received from the owner to table these items until further notice. Sievers moved, Rooney seconded to table these items. Motion carried.

Consider Certified Survey Map application from National Construction and Miller & Sons for Lot 1 CSM 11540 in North Cape Commons: Jerry Stodola, representing National Construction, spoke about the plans for the Miller & Sons expansion. They are planning on having additional parking and expanding the store to 40,000 ft. Lot 3 will be retained by the seller and be used as an easement. The concern is reconnecting the water main loop at the end of construction. Rooney moved, Mudrey seconded to recommend to the Village Board to approve the CSM upon adoption of the Village Planner's suggestions. Motion carried.

Plan Commission Chair Report: Chair Becker presented his monthly report to the committee. He stated there were sixteen building permits issued for general construction during the month of October. There were no new UDC permits issued for Single family homes in October. 199 general permits have been issued year-to-date along with fifteen new UDC single family homes. The construction at the Mount Horeb High School is going smoothly.

Village Planner Report: Village Planner Mike Slavney gave his monthly report. He stated Verona's Urban Service Area Amendment was denied.

Village Administrator Report: Village Administrator Dave Ross gave his report. He explained that everything will be outlined and detailed for the Village Board on Kwik Trip's proposal including all conditions and suggestions. Ross thanked Mr. Slavney for all his help with this project.

Agenda items for future meeting: There were no future items discussed.

Adjourn: At 8:25pm Rooney motioned to adjourn the meeting, Sievers seconded, and all voted aye.

Minutes by Alyssa Gross, Village Office Assistant



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION THURSDAY, DECEMBER 8, 2011

The Plan 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 November 10, 2011 meeting minutes.
- 3) Consider Design Review application for addition to 202-204 Durtschi Drive.
- 4) Consider Conditional Use Permit application for addition to Evangelical Lutheran Church, 315 E Main Street, and set public hearing.
- 5) Consider rezone request from Town Land Company LLC for a parcel in Section 14, Town of Blue Mounds (former Darrow Concrete property), and set public hearing.
- 6) Plan Commission Chair Report.
- 7) Village Administrator Report.
- 8) Agenda items for future meeting.
- 9) 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.

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PLAN COMMISSION
DECEMBER 8, 2011

The Plan Commission met in regular session on December 8, 2011 in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners George Sievers, Jim Sauter, Norb Scribner, Mike Mudrey, and David Hoffman. Absent was Commissioner Mark Rooney. Also present were Village Administrator Dave Ross, and Office Assistant Alyssa Gross.

Minutes: The minutes from November 10, 2011 were reviewed. Scribner moved, Hoffman seconded, to approve the minutes. Motion carried.

Consider Design Review application for addition to 202-204 Durtschi Drive: A correction was brought forward concerning the address of this property. The correct address is 204-208 Durtschi Drive. Tim Crum was present to speak about the addition, which will be housing an office for the on-site property manager, an additional restroom, and a community area. There will also be updates done to the exterior of each building. The Village Planner and Village Engineer had no objections to the plan. Scribner made a motion, Sauter seconded to approve the Design Review application. Motion carried.

Consider Conditional Use Permit application for addition to Evangelical Lutheran Church, 315 E Main Street, and set public hearing: Neil Densmore, representing the ELC, was present to speak about the addition proposed for the ELC, which will be a 2-story education wing. The question of whether the house currently on the property, which is proposed to be removed, has any salvage value. This is an issue that can be discussed at the public hearing. Hoffman made a motion, Sauter seconded to schedule a public hearing for January 12th, 2012. Motion carried.

Consider rezone request from Town Land Company LLC for a parcel in Section 14, Town of Blue Mounds (former Darrow Concrete property), and set public hearing: Mudrey made a motion, Scribner seconded to schedule a public hearing for January 12th, 2012. Motion carried.

Plan Commission Chair Report: Chair Becker presented his monthly report to the committee. He stated there were sixteen building permits issued for general construction during the month of November. There were no new UDC permits issued for Single family homes in November. 215 general permits have been issued year-to-date along with fifteen new UDC single family homes. The construction at the Mount Horeb High School is ahead of schedule and under budget.

Village Administrator Report: Village Administrator Dave Ross had nothing to report this month.

Agenda items for future meeting: Hoffman requested an item be placed on the next agenda regarding a discussion on nuisance abatement.

Adjourn: At 7:26pm Scribner motioned to adjourn the meeting, Sievers seconded, and all voted aye.

Minutes by Alyssa Gross, Village Office Assistant