



# Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

Email: [mhinfo@mounthorebwi.info](mailto:mhinfo@mounthorebwi.info) Website: [www.mounthorebwi.info](http://www.mounthorebwi.info)

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REVISED

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, JANUARY 27, 2016

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

- 1) Call to order – Roll call
- 2) Consider December 16, 2015 Plan Commission meeting minutes
- 3) PUBLIC HEARING: To allow proposed fitness and strength training center in Viking Plaza at 1226 Springdale Street as a conditional use
- 4) Consider recommendation for Resolution 2016-02, "CONDITIONAL USE PERMIT TO ALLOW INDOOR COMMERCIAL ENTERTAINMENT FOR A FITNESS AND STRENGTH TRAINING CENTER 1226 SPRINGDALE STREET" for M90 Fitness LLC
- 5) Consider recommendation for re-approval of Certified Survey Map for Lot 2 North Cape Commons
- 6) Consider recommendation for Garfield Park encroachment issue
- 7) Consideration of sale of Village-owned property-Lot 1 CSM 12055. The Plan Commission will convene in closed session as authorized by Section 19.85 (1)(e) of Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session.
- 8) Reconvene to open session for any discussion or action on the subject matter discussed in closed session
- 9) Plan Commission Chair report
- 10) Village Planner report
- 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 ALYSSA GROSS, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-6884.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JANUARY 27, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Wally Orzechowski, Norb Scribner, Neil Densmore and Peggy Zalucha. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, and Office Assistant II Jen Lease.

Dave Becker asked permission to have item number 9 on the agenda moved to number 7. There were no objections from the Commission.

**Consider December 16, 2015 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the December 16, 2015 minutes. Motion carried.

**PUBLIC HEARING:** The public hearing was opened at 7:00pm for proposed fitness and strength training center for M90 Fitness LLC to be located at Viking Plaza, 1226 Springdale Street as a conditional use. There were no questions or objections from the public. The public hearing closed at 7:01pm.

**Consider recommendation for Resolution 2016-02, "CONDITIONAL USE PERMIT TO ALLOW INDOOR COMMERCIAL ENTERTAINMENT FOR A FITNESS AND STRENGTH TRAINING CENTER 1226 SPRINGDALE STREET" for M90 Fitness LLC:** Owner James Knight who resides at 2544 County Road H, Barneveld, WI introduced his proposed business and stated he was present to answer any questions in regards to the conditional use request. Hoffman moved, Rooney seconded to recommend approval of the Conditional Use Permit to the Village Board.

**Consider recommendation for re-approval of Certified Survey Map for Lot 2 North Cape Commons:** John DeWitt was present to speak in regards to reapproval of the CSM. Dewitt noted his agent spoke with engineer Rob Wright and all prior contingency conditions have been met and there were no issues or concerns from them. Owen noted there were a few recommendations when the CSM was originally approved and those were added to the current version. Recommendation for re-approval was moved by Zalucha, seconded by Scribner. Motion carried.

**Consider recommendation for Garfield Park encroachment issue:** Following the Village storm sewer project last year it was discovered there was a gravel driveway pad constructed over the owner's lot line and encroaching onto Garfield Park. The pad was used for parking an RV on the property. It was discussed with the village attorney who recommended two options to resolve the issue. The first would be to make the owner tear out the pad immediately. The second would be to come to an agreement with the property owner that would allow him to continue to use the space until he sells the RV or sells the property, whichever comes first. At that time, it would be at the owner's expense to tear it out. If at any point the Village would need the space, we could request that it be removed. The Park & Recreation Committee

discussed the issues and they feel that coming to an agreement with the property owner is the best option. Property owner Robert Wipperfurth was present. Becker stated that he felt it is fair to come to an agreement with the property owner on the issue and the agreement be drawn up at the expense of the Village. Zalucha moved and seconded by Densmore to recommend the agreement be sent for Village Board approval.

**Plan Commission Chair Report:** Becker gave the Plan Commission report which included the Building Inspector's report.

**Consideration of sale of Village-owned property-Lot 1 CSM 12055:** The Plan Commission convened in closed session as allowed by Section 19.85(1)(e) of Wisconsin Statutes for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Motion to go to closed session by Hoffman, seconded by Densmore and carried by roll call vote at 7:20 p.m.

Plan Commission reconvened to open session at 7:32 p.m. on motion by Zalucha, seconded by Densmore and carried. The sale of a Village-owned lot to a possible buyer was referred to the Finance and Personnel Committee on motion by Densmore, seconded by Rooney and carried.

**Village Planner report:** No report given.

**Adjourn:** Densmore moved, Zalucha seconded to adjourn the meeting at 7:34pm. Motion carried.

Minutes by Jen Lease, Office Assistant II



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, FEBRUARY 24, 2016

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

- 1) Call to order – Roll call
- 2) Consider January 27, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: On following conditional uses for Mount Horeb Area Historical Society at 100, 102, and 106 S Second Street: Indoor Institutional to operate as a museum, Indoor Commercial Entertainment, metal roof, and building height exception for less than the minimum of two stories on a portion of the proposed project
- 4) Consider recommendation for Resolution 2016-05, "CONDITIONAL USE PERMIT MOUNT HOREB AREA HISTORICAL SOCIETY 100, 102, AND 106 SOUTH SECOND STREET"
- 5) Consider applications from Mount Horeb Area Historical Society for proposed project at 100, 102, and 106 S Second Street:
  - a) Design Review
  - b) Certificate of Appropriateness
- 6) Plan Commission Chair report
- 7) Village Planner report
- 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, FEBRUARY 24, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Norb Scribner, and Peggy Zalucha. Wally Orzechowski and Neil Densmore were absent. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider January 27, 2016 Plan Commission meeting minutes:** Scribner moved, Zalucha seconded to approve the January 27, 2016 minutes. Motion carried.

**PUBLIC HEARING: On following conditional uses for Mount Horeb Area Historical Society at 100, 102, and 106 S. Second Street: Indoor Institutional to operate as a museum, Indoor Commercial Entertainment, metal roof, and building height exception for less than the minimum of two stories on a portion of the proposed project:** The public hearing opened at 7:01pm. Ron Howard had a couple questions about the metal roof which were addressed in the next agenda item. The public hearing closed at 7:03pm.

**Consider recommendation for Resolution 2016-05, "CONDITIONAL USE PERMIT MOUNT HOREB AREA HISTORICAL SOCIETY 100, 102, AND 106 SOUTH SECOND STREET":**

1) Per 17.43(2)(b) and 17.20(3)(c) the Conditional Use of Indoor Institutional allows the operation of a museum and the requirement of an off-street passenger loading area.

2) Per 17.43(2)(b) and 17.20(4)(h) the Conditional Use of Indoor Commercial Entertainment allows refreshment/ice cream sales and entertainment programs including plays or concerts.

3) Per 17.14(4)(b)12.b. to allow a metal roof due to the historic significance of the roof to the building.

4) Per 17.14(4)(b)5.b. to allow less than a minimum of two stories on the connector portion of the project as the height of the building is at 22.5 feet per East Exterior Elevation Final Design Drawing dated February 3, 2016. 22.5 feet is over the minimum required 20 feet; however, due to the open space design of the connector building there is only one story.

Scribner moved, Hoffman seconded to recommend approval of the Conditional Use Permit subject to Village Planner and Village Engineer comments and Plan Commission members findings. Motion carried.

**Consider applications from Mount Horeb Area Historical Society for proposed project at 100, 102, and 106 S. Second Street:**

a) Design Review. Slavney suggested the off-street passenger loading area may have to be lengthened to accommodate vans or small busses. Builder, Pete Riphahn, presented building colors and materials. Since colors and materials have not been submitted on the plans, we can simply write in colors next to items on the plans so new plans do not need to be drawn up. Trash enclosure needs to be wood in a color consistent with the fence. They will come back to Plan Commission with the lighting plan and signage. Zalucha moved, Hoffman seconded to approve the design with the following conditions; staff approval on trash enclosure design, staff approval on suggested expanded off-street passenger loading area, and staff approval of building colors and materials. Motion carried.

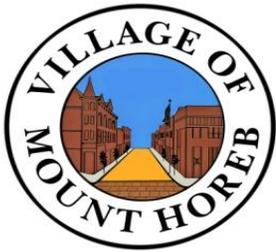
b) Certificate of Appropriateness. Zalucha moved, Scribner seconded to approve the Certificate of Appropriateness as the project, design, and materials are consistent with our requirements for the downtown area. Motion carried.

**Plan Commission Chair Report:** Becker gave the Plan Commission report which included the Building Inspector's report.

**Village Planner report:** Slavney gave the Village Planner report.

**Adjourn:** Rooney moved, Hoffman seconded to adjourn the meeting at 7:48pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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REVISED

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, MARCH 23, 2016

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

- 1) Call to order – Roll call
- 2) Consider February 24, 2016 Plan Commission meeting minutes
- 3) Consider Certificate of Appropriateness application from Lynn and John McFee for 400 East Main Street
- 4) Consider revision to Central Business (downtown) approved historic colors to add black with staff discretion
- 5) Consider recommendations regarding purchase and lease of Golf Course by Village
- 6) Consider extraterritorial jurisdiction review of Certified Survey Map applications from Michael and Nancy Thorne Cahill for Section 35 Town of Vermont and Section 2 Town of Blue Mounds
- 7) Plan Commission Chair report
- 8) Village Planner report
- 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  
WEDNESDAY, MARCH 23, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair David Becker called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Norb Scribner, Peggy Zalucha, and Wally Orzechowski. Neil Densmore was absent. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, and Office Assistant Chrissy Kahl.

**Consider February 24, 2016 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the February 24, 2016 minutes. Motion carried.

**Consider Certificate of Appropriateness application from Lynn and John McFee for 400 East Main Street:** Rooney excused himself at 7:00pm. The McFees would like to use black trim on the building's door and window trim. Black is not an approved historic color for the Central Business zoning district. Hoffman moved, Zalucha seconded to approve the Certificate of Appropriateness. Motion carried. Rooney returned to the meeting at 7:01pm.

**Consider revision to Central Business (downtown) approved historic colors to add black with staff discretion:** Zalucha moved, Becker seconded to approve the revision to add the color black. Motion carried.

**Consider recommendations regarding purchase and lease of Golf Course by the Village:** Orzechowski moved, Hoffman seconded to recommend that the Village Board move forward with the purchase of the Norsk Golf Course. Motion carried.

**Consider extraterritorial jurisdiction review of Certified Survey Map applications from Michael and Nancy Thorne Cahill for Section 35 Town of Vermont and Section 2 Town of Blue Mounds:** Scribner moved, Zalucha seconded to approve both Certified Survey Map applications. Motion carried. Rooney excused himself from the vote.

**Plan Commission Chair Report:** Rooney spoke about yard setbacks on new lots (10,000 sq ft lots). This will be a future Plan Commission agenda item. Becker gave the Plan Commission report which included the Building Inspector's report. Scribner moved, Hoffman seconded a motion to acknowledge and thank Dave Becker for his efforts and service on behalf of the Plan Commission.

**Village Planner report:** No report given

**Adjourn:** Rooney moved, Zalucha seconded to adjourn the meeting at 7:13pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, APRIL 27, 2016

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

- 1) Call to order – Roll call
- 2) Consider March 23, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: For Conditional Use Permit application from Ben Kennedy/NCI-Roberts for Group Development, Indoor and Outdoor Commercial Entertainment including a proposed winery, deli, and banquet facilities, and Indoor Sales Incidental to Storage or Light Industrial Land Use at 108 S Second Street
- 4) Consider recommendation for Resolution 2016-06 "CONDITIONAL USE PERMIT 108 S SECOND STREET" for Group Development, Indoor and Outdoor Commercial Entertainment including a proposed winery, deli, and banquet facilities, and Indoor Sales Incidental to Storage or Light Industrial Land Use
- 5) Consider Design Review Application from Ben Kennedy/NCI Roberts Construction Inc for proposed project at 108 S Second Street
- 6) Consider Certificate of Appropriateness application from Ben Kennedy/NCI Roberts for 108 S Second Street
- 7) Discussion on Rear Yard Setback Requirements for R-1 Residential Zoning District
- 8) Consider extraterritorial jurisdiction zoning amendment from LC-1 Limited Commercial District to C-1 Commercial District for Z & L Properties LLC, 2581 STH92, Town of Blue Mounds Section 13
- 9) Plan Commission Chair report
- 10) Village Planner report
- 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, APRIL 27, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Norb Scribner, Peggy Zalucha, Neil Densmore, and Wally Orzechowski. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider March 23, 2016 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the March 23, 2016 minutes. Motion carried.

**PUBLIC HEARING: For Conditional Use Permit application from Ben Kennedy/NCI-Roberts for Group Development, Indoor and Outdoor Commercial Entertainment including a proposed winery, deli, and banquet facilities, and Indoor Sales Incidental to Storage or Light Industrial Land Use at 108 S Second Street:** Rooney excused himself at 7:00pm due to conflict of interest. The public hearing opened at 7:00pm. Ben Kennedy, project manager, gave an overview of the project. The maximum hours of entertainment are as follows: Indoor entertainment Monday-Sunday 6:00am-2:00am, Outdoor entertainment Sunday-Wednesday 8:00am-10:00pm and Thursday-Saturday 8:00am-12:00am. The public hearing closed at 7:06pm.

**Consider recommendation for Resolution 2016-06 "CONDITIONAL USE PERMIT 108 S SECOND STREET" for Group Development, Indoor and Outdoor Commercial Entertainment including a proposed winery, deli, and banquet facilities, and Indoor Sales Incidental to Storage or Light Industrial Land Use:** Densmore moved, Scribner seconded to approve Resolution 2016-06 to include the annotated floor plan and hours. Motion carried.

**Consider Design Review Application from Ben Kennedy/NCI-Roberts Construction Inc for proposed project at 108 S Second Street:** Densmore suggested that the bathrooms on the second level be larger to accommodate banquets and events. On the current plan the bathrooms are to code. If a change is made, they don't need to come back to Plan Commission for approval. Hoffman moved, Densmore seconded to approve the Design Review Application. Motion carried.

**Consider Certificate of Appropriateness application from Ben Kennedy/NCI-Roberts for 108 S Second Street:** Slavney complimented the front elevation including the look of the windows, glass overhead door, and parapet. The plates on the northern elevation are to fasten the new floor joists to the wall. Slavney thinks the plates add to the appearance of the building. Zalucha moved, Densmore seconded to approve the Certificate of Appropriateness application. Motion carried.

**Discussion on Rear Yard Setback Requirements for R-1 Residential Zoning District:** Rooney returned to the meeting at 7:25pm. Slavney suggested 30 foot rear yard setback to create more flexibility to homeowners and builders. Slavney suggested making a report to the Village Board, and they can then proceed.

**Consider extraterritorial jurisdiction zoning amendment from LC-1 Limited Commercial District to C-1 Commercial District for Z & L Properties LLC, 2581 STH 92, Town of Blue Mounds Section 13:** Z & L Properties is interested in putting an advertisement on their silo for Duluth Trading Company. The Plan Commission would like to suggest limiting the sign on the silo only and no other changes to the zoning or billboards. Scribner moved, Rooney seconded that the Plan Commission is comfortable with the sign on the silo only but not any other changes that zoning would enable. The motion carried 6 to 1.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the Building Inspector's report.

**Village Planner report:** Slavney did not have a report.

**Adjourn:** Zalucha moved, Densmore seconded to adjourn the meeting at 7:46pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, MAY 25, 2016

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

- 1) Call to order – Roll call
- 2) Consider April 27, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: Conditional Use Permit application from Cynthia Curtes and Tasha Peterson for Indoor Commercial Entertainment use for proposed restaurant/cafe at 201 E Main Street
- 4) Consider recommendation for Resolution 2016-07 "CONDITIONAL USE PERMIT 201 E MAIN STREET" for Indoor Commercial Entertainment use for proposed restaurant/cafe
- 5) Consider Certificate of Appropriateness application from Jeffrey Bergey for 201 East Main Street
- 6) Consider Certificate of Appropriateness application from Robert Bouril for 103 S Second Street
- 7) Consider modification to Design Review and Certificate of Appropriateness approvals for Mount Horeb Area Historical Society at 100, 102, and 106 S Second Street
- 8) Consider conceptual plan for revisions to proposed Westview Heights Subdivision
- 9) Consider recommendation for two lot extraterritorial jurisdiction Certified Survey Map application from Paul and Jodi Elver in Town of Springdale Section 17
- 10) Consider draft Ordinance 2016-01 regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District and set public hearing date
- 11) Plan Commission Chair report
- 12) Village Planner report
- 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  
WEDNESDAY, MAY 25, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Norb Scribner, Peggy Zalucha, and Wally Orzechowski. Neil Densmore joined the meeting at 7:04pm. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider April 27, 2016 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the April 27, 2016 minutes. Rooney amended Agenda Item 3, Conditional Use Permit for 108 S. Second Street, to add he excused himself due to conflict of interest. Motion carried.

**PUBLIC HEARING: For Conditional Use Permit application from Cynthia Curtes and Tasha Peterson for Indoor Commercial Entertainment use for proposed restaurant/café at 201 E Main St:** The public hearing opened at 7:00pm. Cindy Curtes, owner, gave an overview of the project. The café will be open for lunch and dinner, 5-6 days a week. They will serve soups, sandwiches, and salads. The public hearing closed at 7:02pm.

**Consider recommendation for Resolution 2016-07 "CONDITIONAL USE PERMIT 201 E. MAIN STREET" for Indoor Commercial Entertainment use for proposed restaurant/café:** Cindy Curtes said hours of operation will be 11:00am to 8:00pm. At this time, they don't have plans for live music. Hoffman moved, Zalucha seconded to approve Resolution 2016-07 to include hours of operation of 11:00am to 8:00pm. Motion carried.

**Consider Certificate of Appropriateness application from Jeff Bergey for 201 East Main Street:** Jeff Bergey would like to open up the three bricked in windows on the S. Second Street side. He will put in new windows with white trim. Scribner moved, Rooney seconded to approve the Certificate of Appropriateness application. Motion carried.

**Consider Certificate of Appropriateness application from Robert Bouril for 103 S. Second Street:** Robert Bouril would like to replace the two glass block windows with store-front windows. The windows will have a dark bronze finish. They will also submit a plan next month to replace the wooden railing on the front stairs. Rooney moved, Zalucha seconded to approve the Certificate of Appropriateness application. Motion carried.

**Consider Modification to Design Review and Certificate of Appropriateness approvals for Mount Horeb Area Historical Society at 100, 102, and 106 S. Second Street:** Destinee Udelhoven, Director of the Historical Society, was looking for advice on eliminating the windows on the south side of the building to prevent damage to historical archives. She is

thinking of pursuing a possible mural on that side of the building instead. Slavney thought leaving the first set of windows, one upper and one lower may be a compromise. Zalucha suggested if the windows are removed they could plant flowers or small trees to add interest. No motion made as Udelhoven was only looking for advice.

**Consider conceptual plan for revisions to proposed Westview Heights Subdivision:** Ron Trachtenberg from Town Land and Ron Klaas from D’Onofrio representing Terry Monson presented a proposal to remove the public loop street to reduce costs of the project. They will meet with the fire department to be sure the plans are acceptable for emergency access. They are looking at four 2-story buildings in front and two large buildings behind but the number of buildings has not been finalized. Klaas proposes 84 multi-family units instead of 82 units. They would also like to donate extra parkland that would be ideal for a sledding hill. This agenda item was informational only.

**Consider recommendation for two lot extraterritorial jurisdiction Certified Survey Map application from Paul and Jodi Elver in Town of Springdale Section 17:** Rooney excused himself at 7:34pm due to conflict of interest. Dan and Paul Elver spoke. They are splitting a single lot into two lots to build a single-story ranch home. Town of Springdale has approved and Dane County is in the process. Zalucha moved, Densmore seconded to recommend the CSM application to the Village Board for approval. Motion carried.

**Consider draft Ordinance 2016-01 regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District and set public hearing date:** Rooney returned to the meeting at 7:40pm. The 30 foot rear yard setback would apply to all lots that are zoned R-1 whether or not they are built on. Scribner moved, Rooney seconded to schedule a public hearing at the next Plan Commission meeting. Motion carried.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the Building Inspector’s report.

**Village Planner report:** Slavney gave the Village Planner report.

**Adjourn:** Zalucha moved, Densmore seconded to adjourn the meeting at 7:49pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JUNE 22, 2016

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

- 1) Call to order – Roll call
- 2) Consider May 25, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: Conditional Use Permit application from Lynn and John McFee for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service at 400 E Main Street
- 4) Consider recommendation for Resolution 2016-08 "CONDITIONAL USE PERMIT 400 E MAIN STREET" for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service
- 5) Consider Certificate of Appropriateness application from Robert Bouril for 103 S Second Street
- 6) Consider modification to Design Review and Certificate of Appropriateness approvals for Mount Horeb Area Historical Society at 100, 102, and 106 S Second Street
- 7) Presentation and discussion on conceptual design of proposed Trollway Mountain by Chamber of Commerce in east entrance to Village
- 8) PUBLIC HEARING: Proposed amendment to Chapter 17 Zoning Code Chart 1 to reduce principal building minimum rear yard setback in R-1 Single Family Residential Zoning District from 50 feet to 30 feet
- 9) Consider recommendation for draft Ordinance 2016-01, "AN ORDINANCE TO AMEND CHART 1 OF CHAPTER 17 OF THE CODE OF ORDINANCES RELATING TO PRINCIPAL BUILDING MINIMUM REAR YARD SETBACK IN R-1 SINGLE FAMILY RESIDENTIAL DISTRICT" regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District
- 10) Plan Commission Chair report
- 11) Village Planner report
- 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  
WEDNESDAY, JUNE 22, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, and Wally Orzechowski. Neil Densmore, Norb Scribner, and Peggy Zalucha were absent. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider May 25, 2016 Plan Commission meeting minutes:** Hoffman moved, Rooney seconded to approve the May 25, 2016 minutes. Motion carried.

Orzechowski moved, Hoffman seconded to move agenda item numbers 3 and 4 to item numbers 5 and 6 to allow additional time for a Plan Commission member to arrive. Motion carried.

**Consider Certificate of Appropriateness application from Robert Bouril for 103 S Second Street:** Jeff Maertz from Bouril Design Studio, LLC presented the request. They will be replacing the stair rail at the front of the building. Rooney moved, Orzechowski seconded to approve the Certificate of Appropriateness application. Motion carried.

**Consider modification to Design Review and Certificate of Appropriateness approvals for Mount Horeb Area Historical Society at 100, 102, and 106 S Second Street:** Historical Society Vice President John Swartz presented the request. They are requesting to remove ten windows between the south side and alley side of the new building. Removal of the windows will protect archives from damaging sunlight. The Historical Society is looking into a possible mural in lieu of windows for the wall on the south side. Rooney said they would need to come back to Plan Commission with a Certificate of Appropriateness for final approval if they decide to paint a mural. Hoffman moved, Orzechowski seconded to approve the revisions to Design Review and Certificate of Appropriateness. Motion carried.

**PUBLIC HEARING: Conditional Use Permit application from Lynn and John McFee for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service at 400 E Main St:** Rooney excused himself due to conflict of interest at 7:09pm. The public hearing opened at 7:09pm. Owners Lynn and John McFee gave an overview of the request and their business. They would like to have possibly two food businesses selling more “take away” type of food (smoothies, sandwiches, salads, cupcakes). They plan on having inside seating for 24 people and seating for 15 people outside on the porch. There will also be retail on the main level selling gifts, specialty clothing, and jewelry. The upper level will have an art gallery. Hours of operation would be Monday

through Thursday 6:00am to 9:00pm, Friday and Saturday 6:00am to 10:00pm and Sunday 7:00am to 9:00pm. The McFee's are also looking into getting a beer and wine license. Others who spoke were: Brenda Popp, 102 N. 4<sup>th</sup> Street, regarding concern about parking and what the outdoor entertainment entails. Matt Midgley, 103 N. 4<sup>th</sup> Street, wanted to know what the back of the property would be used for. The public hearing closed at 7:16pm.

**Consider recommendation for Resolution 2016-08 "CONDITIONAL USE PERMIT 400 E. MAIN STREET" for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service:**

Lynn McFee addressed the concerns brought up during the public hearing. The parking in the back of the building can't be changed. There are only four parking spots in the back of the building which would be used for employee parking only. The outdoor entertainment is not for having a band. The McFee's may possibly have a guitar player on the porch on occasion. The store is more about having retail, art, and selling gifts. There will not be much cooking in the house, no deep fryers, as they don't want the smells in the house. Slavney recommended conditions to limit outdoor seating to existing porch only, no outdoor music unless a permit is pulled, and hours of operation to be until 10:00pm at the latest. Littel moved, Hoffman seconded to recommend Resolution 2016-08 as amended to the Village Board. Motion carried. *ADMINISTRATIVE NOTE: The anticipated Plan Commission member did not arrive in time for action on this agenda item. It was determined after the meeting that there was not a quorum for the agenda item due to one member stepping down. This item will be scheduled for reapproval at the July 27, 2016 Plan Commission/Historical Preservation Commission meeting.*

Rooney returned to the meeting at 7:35pm.

**Presentation and discussion on conceptual design of proposed Trollway Mountain by Chamber of Commerce in east entrance to Village:**

Chamber of Commerce Executive Director Melissa Theisen presented a design of a troll in landscaped rock, concrete, grass, and moss. It would be built into the hillside adjacent to the east entrance to the Village. The concept is low maintenance. The size would be comparable to a VW Bug car. Theisen will be asking for funding through multiple sources such as George Siever's Memorial Fund, Siever's Family, a utility grant, Dane County Cultural Arts, Sons of Norway, and Rotary Club. The budget for the project is \$15,000.00. They would like to start the project in the fall/winter 2016 with dedication in the spring of 2017. The Plan Commission expressed excitement regarding the conceptual design. Site design, parking, and traffic concerns would need to be addressed with the final proposal of the project.

**PUBLIC HEARING: Proposed amendment to Chapter 17 Zoning Code Chart 1 to reduce principal building minimum rear yard setback in R-1 Single Family Residential Zoning District**

**from 50 feet to 30 feet:** The public hearing opened at 8:04pm. Cathy Scott, 302 Perimeter Rd, spoke in opposition. The public hearing closed at 8:06pm.

**Consider recommendation for draft Ordinance 2016-01, “AN ORDINANCE TO AMEND CHART 1 OF CHAPTER 17 OF THE CODE OF ORDINANCES RELATING TO PRINCIPLE BUILDING MINIMUM REAR YARD SETBACK IN R-1 SINGLE FAMILY RESIDENTIAL DISTRICT” regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District:** Hoffman moved, Rooney seconded to recommend approval of Ordinance 2016-01 to the Village Board. Motion carried.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the Building Inspector’s report.

**Village Planner report:** No report given.

**Adjourn:** Rooney moved, Orzechowski seconded to adjourn the meeting at 8:11pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



# Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JULY 27, 2016

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

- 1) Call to order – Roll call
- 2) Consider June 22, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: To consider Project Plan and Boundary for proposed Tax Increment Finance District No. 5 (TID #5)
- 4) Consider Resolution 2016-12, "RESOLUTION ADOPTING TAX INCREMENT DISTRICT NO. 5 PROJECT PLAN"
- 5) Reconsider recommendation for Resolution 2016-08 "CONDITIONAL USE PERMIT 400 E MAIN STREET" for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service
- 6) PUBLIC HEARING: To consider application from Gallina Corporation for a zoning change from CB Central Business to PD-1 Planned Development District for proposed 30 unit apartment building and associated parking on Lots 1, 2, & 3 Carl Boeck's Survey and Plat, and Lot 2 CSM 4705
- 7) Consider recommendation for draft Ordinance 2016-02, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOTS 1, 2, AND 3 CARL BOECK'S SURVEY AND PLAT, AND LOT 2 CSM 4705 FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT"
- 8) Reconsider recommendation for draft Ordinance 2016-01, "AN ORDINANCE TO AMEND CHART 1 OF CHAPTER 17 OF THE CODE OF ORDINANCES RELATING TO PRINCIPAL BUILDING MINIMUM REAR YARD SETBACK IN R-1 SINGLE FAMILY RESIDENTIAL DISTRICT" regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District
- 9) Plan Commission Chair report
- 10) Village Planner report
- 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JULY 27, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Dave Hoffman, Wally Orzechowski, Norb Scribner, and Peggy Zalucha. Neil Densmore was absent. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider June 22, 2016 Plan Commission meeting minutes:** Rooney moved, Hoffman seconded to approve the June 22, 2016 minutes. Motion carried.

**PUBLIC HEARING: To consider Project Plan and Boundary for proposed Tax Increment Finance District No. 5 (TID #5):** The public hearing opened at 7:00pm. Scott Harrington and Dan Johns from Vandewalle and Associates introduced the TID #5. Those who spoke in favor were: Wade Wyse, 312 E Main St; Brad Murphy, Director of Economic Development Corp; Ryan Czyzewski, Representing Mount Horeb Area Chamber of Commerce; Pete Riphahn, 703 Brookstone Crest; and John McFee, 400 E Main St. Those who were opposed were: Don Steinhauer, 325 Front St. expressed he would like his property removed from boundary (#62); Susan Brice, 304 Lake St representing Duane Steinhauer, would like 325 Front St property removed from the boundary; and Dwight Zweifel, 209 E Main St. The following people had questions about the TID #5: Pamela Lunder; Brenda Popp, 102 N 4<sup>th</sup> St; Alex Pfister, 316 E Main St; Charlie Steinhauer, and Cathy Scott. The public hearing closed at 8:23pm.

**Consider Resolution 2016-12, "RESOLUTION ADOPTING TAX INCREMENT DISTRICT NO. 5 PROJECT PLAN":** The board all agreed the presentation of the TID #5 by Vandewalle was well put together. There were three motions on this agenda item. Rooney moved, Scribner seconded to add to the TID #5 the Village owned access strip of property that abuts Lincoln St. Motion carried. Rooney moved, Hoffman seconded to add to the TID #5 the vacant parcel at the end of Maple St, just south of the parcel added above. Motion carried. Hoffman moved, Zalucha seconded to accept Resolution 2016-12 with TID boundaries as originally proposed and as amended. Motion carried.

**Reconsider recommendation for Resolution 2016-08, "CONDITIONAL USE PERMIT 400 E MAIN STREET" for Indoor Commercial Entertainment and Outdoor Commercial Entertainment uses for proposed restaurant with outdoor food service:** Rooney excused himself due to conflict of interest at 8:42pm. Orzechowski moved, Scribner seconded to recommend approval to the Village Board for Resolution 2016-08. Motion carried.

**PUBLIC HEARING: To consider application from Gallina Corporation for a zoning change from CB Central Business to PD-1 Planned Development District for proposed 30 unit apartment building and associated parking on Lots 1, 2, & 3 Carl Boeck's Survey and Plat, and Lot 2 CSM 4705:** Rooney returned to the meeting at 8:43pm. The public hearing opened at 8:43pm. Joe Gallina of Gallina Company, Kevin Burow of Knothe and Bruce Architects, and Craig Enzenroth President of Gallina Company presented the project. They are proposing 18 1-bedroom apartments (696-729 sq ft) and 12 studio apartments (500-535 sq ft). They will have 20 parking spots inside on the ground level and 17 spots in an outdoor parking lot. Exterior materials will be cohesive to the Hoff Mall brick. They would like to start this project the fall of 2016. Those who spoke were Peter Riphahn, 703 Brookstone Crest-in favor; Pamela Lunder had concerns of parking spaces allotted, would like to see retail on main level, concerns of a 4-level building being too tall, and storm sewer drainage is already an issue, would want that looked at; Wade Wyse, engineer for this project will be looking into storm sewer drainage issues from Front Street alley to south parking lot. The public hearing closed at 9:36pm

**Consider recommendation for draft Ordinance 2016-02, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOTS 1, 2, AND 3 CARL BOECK'S SURVEY AND PLAT, AND LOT 2 CSM 4705 FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT":** Rooney moved, Zalucha seconded to table this agenda item until the next Plan Commission meeting. Motion carried with four ayes and one no. The Plan Commission members will email Administrator Owen with their questions and concerns.

**Reconsider recommendation for draft Ordinance 2016-01, "AN ORDINANCE TO AMEND CHART 1 OF CHAPTER 17 OF THE CODE OF ORDINANCES RELATING TO PRINCIPLE BUILDING MINIMUM REAR YARD SETBACK IN R-1 SINGLE FAMILY RESIDENTIAL DISTRICT" regarding proposed 30 foot rear yard setback for R-1 Residential Zoning District:** Cathy Scott spoke in opposition of a 30 foot rear yard setback. Charlie Steinhauer suggested a compromise of 40 to 45 feet rear yard setback. Hoffman moved, Scribner seconded to recommend to the Village Board a 40 foot rear yard setback for approval. Motion carried.

**Plan Commission Chair Report:** No report given.

**Village Planner report:** No report given.

**Adjourn:** Rooney moved, Hoffman seconded to adjourn the meeting at 10:13pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, AUGUST 24, 2016

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

- 1) Call to order – Roll call
- 2) Consider July 27, 2016 Plan Commission meeting minutes
- 3) Consider recommendation for draft Ordinance 2016-02, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOTS 1, 2, AND 3 CARL BOECK'S SURVEY AND PLAT, AND LOT 2 CSM 4705 FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT" for proposed apartment building and parking area
- 4) Consider photometric plan for Mount Horeb Area Historical Society S Second Street project
- 5) Review/comment on conceptual signage mock-ups for Mount Horeb Area Historical Society S Second Street project
- 6) Consider conceptual design for proposed office building on southeast corner of Front and Second Streets
- 7) Plan Commission Chair report
- 8) Village Planner report
- 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  
WEDNESDAY, AUGUST 24, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Mark Rooney, Wally Orzechowski, Norb Scribner, Neil Densmore, and Peggy Zalucha. Dave Hoffman attended via phone. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider July 27, 2016 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the July 27, 2016 minutes. Motion carried.

**Consider recommendation for draft Ordinance 2016-02, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF LOTS 1, 2, AND 3 CARL BOECK'S SURVEY AND PLAT, AND LOT 2 CSM 4705 FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT" for proposed apartment building and parking area:** Joe Gallina, owner of Gallina Company, and Craig Enzenroth, President of Gallina Company, presented the project updates. Overall, the Plan Commission board is excited about the "store-front" looking windows and having new residential space in the downtown area. Densmore moved, Rooney seconded to recommend approval to the Village Board to include the Village Planner and Village Engineer comments. Motion carried.

**Consider photometric plan for Mount Horeb Area Historical Society S Second Street project:** Slavney reviewed the outdoor lighting and signage lighting plans and approves. Zalucha moved, Scribner seconded to recommend approval. Motion carried.

**Review/comment on conceptual signage mock-ups for Mount Horeb Area Historical Society S Second Street project:** The sign on the east elevation is not allowed to be perched. The committee suggested suspending the sign from the porch ceiling. Slavney suggested signage on the south elevation. Signage on Main Street or public right of way is done by Public Works. Staff can work with the Historical Society on that type of signage. The committee suggested a blade sign on the southeast upper corner of the building (45 degree angle).

**Consider conceptual design for proposed office building on southeast corner of Front and Second Streets:** Michael Sobczak, an architect with Plunkett Raysich Architects LLP, presented the proposed office building. The proposed building would accommodate 200-250 Duluth employees as their Duluth Headquarters. Overall, the Plan Commission likes the plan.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the building inspection report.

**Village Planner report:** Slavney gave the Village Planner report.

**Adjourn:** Rooney moved, Zalucha seconded to adjourn the meeting at 8:14pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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Mount Horeb, WI 53572

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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, SEPTEMBER 28, 2016

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

- 1) Call to order – Roll call
- 2) Consider August 24, 2016 Plan Commission meeting minutes
- 3) PUBLIC HEARING: To consider application from National Construction Inc for a zoning change from CB Central Business to PD-1 Planned Development District for proposed five-story office building on parcels 0606-123-8805-9 and 0606-123-8815-7 located at 109 S Second and 201 E Front Street
- 4) Consider recommendation on Ordinance 2016-06, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-123-8805-9 LOCATED AT 109 S SECOND STREET AND PARCEL 0606-123-8815-7 LOCATED AT 201 E FRONT STREET FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT" including approval of the General Development Plan
- 5) Consider Design Review application from Mount Horeb Mini Storage for building with indoor storage units at 430 W Main Street
- 6) Consider signage for Mount Horeb Area Historical Society Driftless Historium
- 7) Plan Commission Chair report
- 8) Village Planner report
- 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  
WEDNESDAY, SEPTEMBER 28, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Wally Orzechowski, Norb Scribner, Dave Hoffman, and Peggy Zalucha. Mark Rooney and Neil Densmore were absent. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider August 24, 2016 Plan Commission meeting minutes:** Hoffman moved, Scribner seconded to approve the August 24, 2016 minutes. Motion carried.

**PUBLIC HEARING: To consider application from National Construction Inc for a zoning change from CB Central Business to PD-1 Planned Development District for proposed five-story office building on parcels 0606-123-8805-9 and 0606-123-8815-7 located at 109 S Second and 201 E Front Street:** The public hearing opened at 7:01pm. Michael Sobczak from Plunkett Raysich Architects, LLP presented the proposed office building. Those who spoke were: Brad Murphy of the Mount Horeb Economic Development Corporation in favor of the project, and Annette Slocum, owner of Grumpy Troll Pub, had questions about parking. The public hearing closed at 7:24pm.

**Consider recommendation on Ordinance 2016-06, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-123-8805-9 LOCATED AT 109 S SECOND STREET AND PARCEL 0606-123-8815-7 LOCATED AT 201 E FRONT STREET FROM CB CENTRAL BUSINESS TO PD-1 PLANNED DEVELOPMENT" including approval of the General Development Plan:** Slavney reviewed the requested flexibilities from zoning ordinance requirements as written in his report. There are five flexibilities as follows: 1. Maximum permitted height. Central Business zoning is fifty feet. The proposed building is 85 feet at roof peak. 2. Ground floor commercial. The proposed building will not have ground floor retail use; much of it will be parking. 3. Minimum permitted building setback established by Central Business zoning is zero feet from public streets. The proposed building will be adding a public sidewalk along Front Street. 4. Signage. Window screens for advertisement will have to be counted as signage. They will need approval from Village Board. 5. Floor area ratio. No flexibility needed as the proposed floor area ratio is 2.524 and maximum is 3.0. Slavney feels the flexibilities are appropriate to grant them. Owen added that parking options are being looked at. Hoffman moved, Scribner seconded to recommend approval to include Village Planner's report and formal criteria. Motion carried.

**Consider Design Review application from Mount Horeb Mini Storage for building with indoor storage units at 430 W Main Street:** Slavney reviewed the design and says it meets the requirements. A "T" turnaround was added to keep vehicles from using the street to turn around in. The design is approved by both the Village Planner and Village Engineer. Scribner moved, Zalucha seconded to approve the Design Review application as revised. Motion carried.

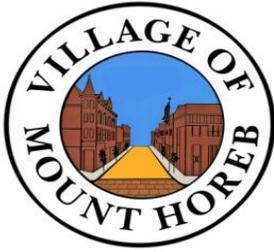
**Consider signage for Mount Horeb Area Historical Society Driftless Historium:** Destinee Udelhoven, Director of the Historical Society, presented a design for a blade sign to be hung on the south elevation of the building. Orzechowski moved, Zalucha seconded to approve the signage design. Motion carried.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the building inspection report.

**Village Planner report:** No report given.

**Adjourn:** Zalucha moved, Scribner seconded to adjourn the meeting at 7:59pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, OCTOBER 26, 2016

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

- 1) Call to order – Roll call
- 2) Consider September 28, 2016 Plan Commission meeting minutes
- 3) Consider recommendation for Resolution 2016-18 "RE-APPROVAL OF PLAT OF WESTVIEW HEIGHTS"
- 4) Consider comment on extraterritorial zoning change in Section 22 Town of Blue Mounds for Sutter Living Tr
- 5) Plan Commission Chair report
- 6) Adjourn

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

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, October 26, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Wally Orzechowski, Norb Scribner, Dave Hoffman, Peggy Zalucha, and Neil Densmore. Mark Rooney was absent. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, and Office Assistant Chrissy Kahl.

**Consider September 28, 2016 Plan Commission meeting minutes:** Hoffman moved, Zalucha seconded to approve the September 28, 2016 minutes. Motion carried.

**Consider recommendation for Resolution 2016-18 "RE-APPROVAL OF PLAT OF WESTVIEW HEIGHTS":** Scribner moved, Densmore seconded to recommend approval of the re-approval. No changes were made to the plat. Motion carried.

**Consider comment on extraterritorial zoning change in Section 22 Town of Blue Mounds for Sutter Living Tr:** The Plan Commission has no comment.

**Plan Commission Chair Report:** Littel gave the Plan Commission Chair report which included the building inspection report.

**Adjourn:** Zalucha moved, Densmore seconded to adjourn the meeting at 7:07pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, NOVEMBER 30, 2016

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

- 1) Call to order – Roll call
- 2) Consider October 26, 2016 Plan Commission meeting minutes
- 3) Consider Certificate of Appropriateness from Craig & Company Properties for exterior changes to 205 W Main Street
- 4) Consider Certificate of Appropriateness from John Richardson for exterior changes to 300 W Main Street
- 5) Consider applications for Duluth Trading Office Project:
  - a) Certified Survey Map
  - b) Specific Implementation Plan
  - c) Design Review
  - d) Certificate of Appropriateness
- 6) Consider applications Hoff Mall Expansion Project:
  - a) Certified Survey Map
  - b) Specific Implementation Plan
  - c) Design Review
  - d) Certificate of Appropriateness
- 7) Conceptual presentation of proposed Oak Ridge Senior Apartments by JTKlein Inc
- 8) Plan Commission Chair report
- 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  
WEDNESDAY, NOVEMBER 30, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Wally Orzechowski, Norb Scribner, Dave Hoffman, Peggy Zalucha, and Mark Rooney. Neil Densmore was absent. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider October 26, 2016 Plan Commission meeting minutes:** Scribner moved, Hoffman seconded to approve the October 26, 2016 minutes. Motion carried.

**Consider Certificate of Appropriateness from Craig & Company Properties for exterior changes to 205 W. Main Street:** Donna Craig, owner of Batteries America, gave an explanation of exterior changes they would like to make. The exterior changes include painting the Perry Street side a grey color, replacing the front windows with full-glass windows, repairing the glass block window, and replacing the garage doors with carriage doors painted grey. No signage is planned at this time. Batteries America is a mostly online business. The design changes are consistent with the Village standards. Scribner moved, Rooney seconded to issue the Certificate of Appropriateness. Motion carried.

**Consider Certificate of Appropriateness from John Richardson for exterior changes to 300 W. Main Street:** The exterior changes include removing the wood porch railings and replacing with black iron railings. The design changes are consistent with the Village standards. Orzechowski moved, Zalucha seconded to issue the Certificate of Appropriateness. Motion carried.

**Consider applications for Duluth Trading Office Project:** Rooney excused himself at 7:11pm due to conflict of interest.

**a) Certified Survey Map:** To combine two lots. One is the main building site and the other for the surface parking lot. Zalucha moved, Scribner seconded to recommend approval of the CSM. Motion carried.

**b) Specific Implementation Plan:** Hoffman moved, Scribner seconded to recommend approval of the SIP per Village Planner's memo for flexibilities and to include Village Engineer's comments. Motion carried.

**c) Design Review:** Scribner moved, Hoffman seconded to approve the design. Motion carried.

**d) Certificate of Appropriateness:** Hoffman moved, Zalucha seconded to approve the Certificate of Appropriateness. Motion carried.

**Consider applications for Hoff Mall Expansion Project:** Rooney returned to the meeting at 7:50pm.

**a) Certified Survey Map:** Rooney moved, Scribner seconded to recommend approval of the CSM. Motion carried.

**b) Specific Implementation Plan:** Rooney moved, Zalucha seconded to recommend approval consistent with Village Planner's report and findings with elimination of #2 requirement and to include Village Engineer's report. Motion carried.

**c) Design Review:** Scribner moved, Hoffman seconded to approve the design. Motion carried.

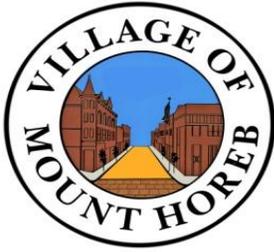
**d) Certificate of Appropriateness:** Hoffman moved, Scribner seconded to approve the Certificate of Appropriateness. Motion carried.

**Conceptual presentation of proposed Oak Ridge Senior Apartments by JTKlein Inc:** Jacob Klein, president of JT Klein Company Inc, presented the project. He would like to build a senior housing apartment building on the corner of Cox Drive and Springdale Street. The building would be 3-stories with some underground parking. The plan includes 40-units, one and two bedroom apartments. Age restricted for 55 year old and better.

**Plan Commission Chair Report:** No report given.

**Adjourn:** Orzechowski moved, Hoffman seconded to adjourn the meeting at 8:58pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant



# Village of Mount Horeb

138 E Main St

Mount Horeb, WI 53572

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

Email: [mhinfo@mounthorebwi.info](mailto:mhinfo@mounthorebwi.info) Website: [www.mounthorebwi.info](http://www.mounthorebwi.info)

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## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, DECEMBER 28, 2016

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

- 1) Call to order – Roll call
- 2) Consider November 30, 2016 Plan Commission meeting minutes
- 3) Consider exterior lighting plan for Hoff Mall Expansion
- 4) PUBLIC HEARING: To change zoning classification of parcel 0606-124-3089-6 from PB Planned Business to PD-1 Planned Development to allow a 40 unit senior apartment complex
- 5) Consider recommendation of Ordinance 2017-01, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-124-3089-6 LOCATED AT THE CORNER OF SPRINGDALE STREET AND COX DRIVE, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 109 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT"
- 6) Consider Design Review application from Academy of Little Vikings for addition at 1991 Commerce Drive
- 7) Consider request to change hours of Conditional Use Permit for Sunn Cafe, 201 E Main Street
- 8) Consider Certificate of Appropriateness for signage for Trail This bike shop at 103 S Second Street
- 9) Plan Commission Chair report
- 10) Village Planner report
- 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.

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, DECEMBER 28, 2016

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Wally Orzechowski, Norb Scribner, Dave Hoffman, and Peggy Zalucha. Neil Densmore and Mark Rooney were absent. Also present were Village Administrator Nic Owen, Village Assistant Administrator Kathy Hagen, Village Planner Mike Slavney, and Office Assistant Chrissy Kahl.

**Consider November 30, 2016 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the November 30, 2016 minutes. Motion carried.

**Consider exterior lighting plan for Hoff Mall Expansion:** Hoffman moved, Orzechowski seconded to approve the lighting plan. Motion carried.

Moved Item #7 in front of Item #4. Scribner moved, Zalucha seconded. Motion carried.

**Consider request to change hours of Conditional Use Permit for Sunn Café, 201 E. Main Street:** Owner, Cindy Curtes, is requesting the original CUP closing time of 8:00pm be revised to 10:00pm. Orzechowski moved, Zalucha seconded to revise the CUP to 10:00pm closing time. Motion carried.

**PUBLIC HEARING: To change zoning classification of parcel 0606-124-3089-6 from PB Planned Business to PD-1 Planned Development to allow a 40 unit senior apartment complex:** The public hearing opened at 7:08pm. Will Rutherford of JT Klein Company gave an overview of the proposed senior apartment building. No one else spoke. The public hearing closed at 7:13pm.

**Consider recommendation of Ordinance 2017-01, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PARCEL 0606-124-3089-6 LOCATED AT THE CORNER OF SPRINGDALE STREET AND COX DRIVE, FURTHER DESCRIBED AS ASSESSOR'S PLAT PART OF OUTLOT 109 FROM PB PLANNED BUSINESS TO PD-1 PLANNED DEVELOPMENT":** Slavney reviewed his report. Overall, he feels the proposed GDP meets and, in some cases, exceeds all of the required criteria. Slavney would like to grant flexibility on the height of the roof tower and cupola. Slavney has three suggestions listed on the last page of his report (page 6). Scribner moved, Orzechowski seconded to recommend approval as presented in the packet. Motion carried.

**Consider Design Review application from Academy of Little Vikings for addition at 1991 Commerce Drive:** Marc Schellpfeffer of CaS4 Architects gave an overview of the 2100 sq. ft. addition. Orzechowski moved, Hoffman seconded to approve the design application. Motion carried.

**Consider Certificate of Appropriateness for signage for Trail This bike shop at 103 S. Second Street:** No information submitted for this item and no one came to speak. No action was taken.

**Plan Commission Chair Report:** Littel gave the report that included the building inspection report.

**Village Planner report:** No report given.

**Adjourn:** Hoffman moved, Zalucha seconded to adjourn the meeting at 7:39pm. Motion carried.

Minutes by Chrissy Kahl, Office Assistant