



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JANUARY 23, 2019

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

- 1) Call to order – Roll call
- 2) Consider November 28, 2018 Plan Commission meeting minutes
- 3) Consider submittal for Cynthia and Shane Swart for Stone Haven Estates Lot 25
  - a) Recommendation for Specific Implementation Plan
  - b) Design Review
- 4) Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Sections 18 and 19 Town of Springdale for Chris Hanson
- 5) Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 24 Town of Blue Mounds for Ben and Stacey Martinelli
- 6) Consider awning color for Skal Public House, 209 E Main Street
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JANUARY 23, 2019

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

**Consider November 28, 2018 Plan Commission meeting minutes:** Hoffman moved, Udelhoven seconded to approve the November 28, 2018 minutes. Motion carried by unanimous voice vote.

**Consider submittal for Cynthia and Shane Swart for Stone Haven Estates Lot 25 a) Recommendation for Specific Implementation Plan b) Design Review:** Shane and Cynthia Swart were present to give an overview of the project. a) Zalucha moved, Hoffman seconded to recommend approval of the Specific Implementation Plan to include Village Planner's note that the proposed 14.9-foot front yard building setback for the two-flat wing is justified by the extreme topography and bedrock present on the site. Motion carried by unanimous voice vote. b) Zalucha moved, Orzechowski seconded to approve the Design. Motion carried by unanimous voice vote.

**Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Sections 18 and 19 Town of Springdale for Chris Hanson:** Chris and Cindy Hanson were present. This is the final split on this property. Village Engineer had no concerns. Zalucha moved, Hoffman seconded to recommend approval of the Certified Survey Map. Motion carried by unanimous voice vote.

**Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 24 Town of Blue Mounds for Ben and Stacey Martinelli:** Ben and Stacey Martinelli were present. Village Engineer had no concerns. Hoffman moved, Zalucha seconded to recommend approval of the Certified Survey Map. Motion carried by unanimous voice vote.

**Consider awning color for Skal Public House, 209 E Main Street:** Owner of Skal Public House, Brian Ladow, was present. The three colors he would like to use on his awning are not on the approved downtown color palette. Zalucha moved, Udelhoven seconded to approve the awning colors. Motion carried by unanimous voice vote.

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

**Village Planner report:** No report given as Planner was not at the meeting.

**Adjourn:** Zalucha moved, Hoffman seconded to adjourn the meeting at 7:15pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

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

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

- 1) Call to order – Roll call
- 2) Consider January 23, 2019 Plan Commission meeting minutes
- 3) PUBLIC HEARING: Conditional Use Permit for Group Development and Indoor Commercial Entertainment for proposed two tenant building at 1883/1885 Springdale Street
- 4) Consider Resolution 2019-02, "CONDITIONAL USE PERMIT FOR GROUP DEVELOPMENT WITH INDOOR COMMERCIAL ENTERTAINMENT 1883/1885 SPRINGDALE STREET"
- 5) Consider Design Review application for proposed two tenant building at 1883/1885 Springdale Street
- 6) Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 10 Town of Blue Mounds for Barth ID Farm, LLC
- 7) Consider recommendation for extraterritorial jurisdiction Certified Survey Map in Section 8 Town of Springdale for Windy Ridge Farm LLC
- 8) Discuss and make recommendation regarding extraterritorial zoning in Town of Blue Mounds for Premier Building Solutions
- 9) Discuss and make recommendation regarding extraterritorial zoning in Town of Springdale for Matt Zajicek
- 10) Discussion regarding zoning strategies for affordable housing
- 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.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

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

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

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

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

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

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

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

**Consider February 27, 2019 Plan Commission meeting minutes:** Scribner moved, Zalucha seconded to approve the February 27, 2019 minutes. Motion carried by unanimous voice vote.

**Discussion with Olivia Parry, Senior Planner for Dane County Planning and Development, regarding affordable housing:** Olivia Parry from Dane County gave a presentation on how Dane County's Planning and Development department could help guide the Village through a Housing Strategy Committee. All Plan Commission members would like to move forward to find ways to create affordable housing within the Village. The Finance and Personnel Board will discuss at their meeting.

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

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

**Adjourn:** Zalucha moved, Hoffman seconded to adjourn the meeting at 8:06pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, APRIL 24, 2019

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

- 1) Call to order – Roll call
- 2) Consider March 27, 2019 Plan Commission meeting minutes
- 3) PUBLIC HEARING: On Conditional Use Permit application for Outdoor Commercial Entertainment to allow outdoor live music and cooking/grilling at Brix Cider, 119 S Second Street
- 4) Consider recommendation for Resolution 2019-03, "CONDITIONAL USE PERMIT FOR OUTDOOR COMMERCIAL ENTERTAINMENT 119 S SECOND STREET"
- 5) Consider revision to previously approved Design Review application for 119 S Second Street to allow additional deck
- 6) PUBLIC HEARING: On Conditional Use Permit application to allow proposed four guestroom bed and breakfast establishment at 120 N Grove Street
- 7) Consider recommendation for Resolution 2019-04, "CONDITIONAL USE PERMIT TO ALLOW FOUR GUESTROOM BED AND BREAKFAST MARTIN'S ADDITION BLOCK 1 LOTS 8 AND 9, 120 N GROVE STREET"
- 8) Discuss and consider corner lot issues as it pertains to accessory buildings, decks, and fences
- 9) Consider recommendation for extraterritorial jurisdiction Certified Survey Map, Section 17 Town of Springdale for Bilse/Elver Living Trust
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, APRIL 24, 2019

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

**Consider March 27, 2019 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the March 27, 2019 minutes. Motion carried by unanimous voice vote.

**PUBLIC HEARING: On Conditional Use Permit application for Outdoor Commercial Entertainment to allow outdoor live music and cooking/grilling at Brix Cider, 119 S Second Street:** The public hearing opened at 7:00pm. Matt Raboin, owner of Brix Cider gave an overview. No one else wished to speak. The public hearing closed at 7:03pm.

**Consider recommendation for Resolution 2019-03, "CONDITIONAL USE PERMIT FOR OUTDOOR COMMERCIAL ENTERTAINMENT 119 S SECOND STREET":** Monroe moved, Scribner seconded to recommend approval with the condition to limit the Conditional Use Permit to this operator. Motion carried by unanimous voice vote.

**Consider revision to previously approved Design Review application for 119 S Second Street to allow additional deck:** Matt Roboin, owner of Brix Cider, would like to add a deck just behind the concrete slab outside of their business. Slavney said the design is consistent with what was previously approved initially. Hoffman moved, Zalucha seconded to approve the design application. Motion carried by unanimous voice vote.

**PUBLIC HEARING: On Conditional Use Permit application to allow proposed four guestroom bed and breakfast establishment at 120 N Grove Street:** The public hearing opened at 7:16pm. Those who spoke were: Rob and Jill Schuettpelz, the potential buyers of 120 N Grove Street, gave a presentation. Deb Lehner, 114 N Grove Street, had questions about guest parking and requirements of a conditional use. Hagen added that not all neighbors were notified of the public hearing. The public hearing was adjourned at 7:31pm. Monroe moved, Zalucha seconded to adjourn the public hearing at 7:31pm. Motion carried by unanimous voice vote.

**Consider recommendation for Resolution 2019-04, “CONDITIONAL USE PERMIT TO ALLOW FOUR GUESTROOM BED AND BREAKFAST MARTIN’S ADDITION BLOCK 1 LOTS 8 AND 9, 120 N GROVE STREET”:** Rob and Jill Schuettpelz, potential buyers of 120 N Grove Street, were present for discussion. Monroe moved, Zalucha seconded to table this item. Motion carried by unanimous voice vote.

**Discuss and consider corner lot issues as it pertains to accessory buildings, decks, and fences:** Michael Barcheski, 800 Brookstone Crest, spoke about his personal experience with trying to add a shed to his property. The Plan Commission would like to change the code to enable special exceptions on a case-by-case basis, limited to corner lots only. Monroe moved, Zalucha seconded to start the code change process to add special exceptions. Motion carried by unanimous voice vote.

**Consider recommendation for extraterritorial jurisdiction Certified Survey Map, Section 17 Town of Springdale for Bilse/Elver Living Trust:** Surveyor, Ed Short, and Dave Elver were present for discussion. There were two motions: Scribner moved, Udelhoven seconded to adopt a subdivision ordinance variance to approve waiving the 5 acre requirement. Motion carried by unanimous voice vote. Hoffman moved, Zalucha seconded to recommend approval of land division. Motion carried by unanimous voice vote.

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

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

**Adjourn:** Monroe moved, Zalucha seconded to adjourn the meeting at 8:21pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

## SPECIAL PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, MAY 8, 2019

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet on the above date at 6:00pm 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) PUBLIC HEARING: Conditional Use Permit application to allow proposed four guestroom bed and breakfast establishment at 120 N Grove Street
- 3) Consider recommendation for Resolution 2019-04, "CONDITIONAL USE PERMIT TO ALLOW FOUR GUESTROOM BED AND BREAKFAST MARTIN'S ADDITION BLOCK 1 LOTS 8 AND 9, 120 N GROVE STREET"
- 4) Adjourn

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

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

SPECIAL PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, MAY 8, 2019

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 6:00pm. Present were Commissioners Norb Scribner, Destinee Udelhoven, Dave Hoffman, Wally Orzechowski, and Brenda Monroe. Peggy Zalucha was absent. Also present were Village Administrator Nic Owen and Clerk/Deputy Treasurer Alyssa Gross.

**PUBLIC HEARING: Conditional Use Permit application to allow proposed four guestroom bed and breakfast establishment at 120 N Grove Street:** The public hearing opened at 6:01pm. Dean Brunner and Teri Lutz, each neighboring property owners, spoke in opposition of the proposal. They voiced their concerns about traffic, noise, and parking. With no one else wishing to speak, the public hearing closed at 6:07pm.

**Consider recommendation for Resolution 2019-04, "CONDITIONAL USE PERMIT TO ALLOW FOUR GUESTROOM BED AND BREAKFAST MARTIN'S ADDITION BLOCK 1 LOTS 8 AND 9, 120 N GROVE STREET":** Owen addressed the concerns about parking, traffic, noise, and spoke about the conditions of the permit. Monroe moved, Scribner seconded to recommend approval to the Village Board. Motion carried by unanimous voice vote.

**Adjourn:** Monroe moved, Hoffman seconded to adjourn the meeting at 6:14pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gross, Village Clerk/Deputy Treasurer



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, MAY 22, 2019

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

- 1) Call to order – Roll call
- 2) Consider April 24 and May 8, 2019 Plan Commission meeting minutes
- 3) Consider recommendation for Certified Survey Map application from Rich Eberle/Springdale 2 LLC for part of the SW quarter of the NW quarter of Fractional Section 7 containing 7,855 square feet
- 4) PUBLIC HEARING: To rezone part of the SW quarter of the NW quarter of Fractional Section 7 containing 7,855 square feet from A-1 Agricultural to PD Planned Development
- 5) Consider recommendation for Ordinance 2019-02 "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM A-1 AGRICULTURE TO PD PLANNED DEVELOPMENT FOR PART OF THE SW QUARTER OF THE NW QUARTER OF FRACTIONAL SECTION 7 T6N R7E"
- 6) PUBLIC HEARING: Conditional Use Permit application from John Mason to allow proposed two-bedroom tourist rooming house at 209 Center Avenue
- 7) Consider recommendation for Resolution 2019-07, "CONDITIONAL USE PERMIT TO ALLOW TOURIST ROOMING HOUSE LINGDARD'S ADDITION BLOCK 8 LOT 3, 209 CENTER AVENUE"
- 8) Consider request to revise site plan for Beehive Homes to add storage shed, security fence, and signage
- 9) Presentation and recommendation on annexation petition by Chad Wuebben/Encore Homes for RGL Farm Ltd Partnership property at 9543 CO HWY S
- 10) Presentation and recommendation of preliminary plat for proposed Harvest Ridge Subdivision

- 11) Consider corner lot issues as they pertain to accessory buildings, decks, and fences and set a public hearing for June 26, 2019 for zoning code changes
- 12) Consider extraterritorial jurisdiction rezone from A-2 to COM for Life Church, 2770 Brandywein Trail in Town of Blue Mounds
- 13) Plan Commission Chair report
- 14) Village Planner report
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MAY 22, 2019

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Brenda Monroe called the meeting to order at 7:00pm. Present were Commissioners Norb Scribner, Destinee Udelhoven, Peggy Zalucha, and Wally Orzechowski. Randy Littel arrived at 7:36pm. Village Administrator Nic Owen, Village Planner Mike Slavney, and Dave Hoffman were absent. Also present were Assistant Village Administrator Kathy Hagen and Deputy Clerk Chrissy Kahl.

**Consider April 24 and May 8, 2019 Plan Commission meeting minutes:** Scribner moved, Udelhoven seconded to approve the April 24 and May 8, 2019 minutes. Motion carried by unanimous voice vote.

**Consider recommendation for Certified Survey Map application from Rich Eberle/Springdale 2 LLC for part of the SW quarter of the NW quarter of Fractional Section 7 containing 7,855 square feet:** Rich Eberle was present. The land will be used for a required outdoor playground for the nearly finished daycare. Zalucha moved, Scribner seconded to recommend approval of the Certified Survey map. Motion carried by unanimous voice vote.

**PUBLIC HEARING: To rezone part of the SW quarter of the NW quarter of Fractional Section 7 containing 7,855 square feet from A-1 Agricultural to PD Planned Development:** The public hearing opened at 7:03pm. With no one wishing to speak, the public hearing closed at 7:04pm.

**Consider recommendation for Ordinance 2019-02 “AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM A-1 AGRICULTURE TO PD PLANNED DEVELOPMENT FOR PART OF THE SW QUARTER OF THE NW QUARTER OF FRACTIONAL SECTION 7 T6N R7E”:** Scribner moved, Zalucha seconded to recommend approval of Ordinance 2019-02. Motion carried by unanimous voice vote.

**PUBLIC HEARING: Conditional Use Permit application from John Mason to allow proposed two-bedroom tourist rooming house at 209 Center Avenue:** The public hearing opened at 7:05pm. Hagen read a letter from Deborah White, 213 Center Avenue, in opposition. Applicant John Mason was also present to answer questions. The public hearing closed at 7:11pm.

**Consider recommendation for Resolution 2019-07, “CONDITIONAL USE PERMIT TO ALLOW TOURIST ROOMING HOUSE LINGDARD’S ADDITION BLOCK 8 LOT 3, 209 CENTER AVENUE”:** Scribner moved, Zalucha seconded to recommend approval in accordance with the Mount Horeb code of ordinances. Motion carried by unanimous voice vote.

**Consider request to revise site plan for Beehive Homes to add storage shed, security fence, and signage:** Uriah Miller from Beehive Homes presented the revisions. Scribner moved, Zalucha seconded to approve the revised site plan. Motion carried by unanimous voice vote.

**Presentation and recommendation on annexation petition by Chad Wuebben/Encore Homes for RGL Farm Ltd Partnership property at 9543 Co Hwy S:** This item was combined with agenda item # 10

**Presentation and recommendation of preliminary plat for proposed Harvest Ridge Subdivision:** Chad Wuebben from Encore Homes gave an overview of the proposed subdivision. There are 110 single-family lots in the subdivision, phased over six years. Wuebben needs to know if the Village wants a park built or a fee in lieu of a park in order to move forward. A special Parks meeting will be held to determine. Udelhoven had questions about traffic, if a traffic study will be done in the future. There were two public comments. Mike Krentz, 1206 Manor Dr., had questions about impact on the sewer, the Comprehensive Plan, and other available land already in the Village. David Schmidt, 3033 Getz Rd., wanted to know about the annexation process. Hagen addressed the questions. Scribner moved, Monroe seconded to table both item # 9 and item # 10. Motion carried by unanimous voice vote.

**Consider corner lot issues as they pertain to accessory buildings, decks, and fences and set a public hearing for June 26, 2019 for zoning code changes:** Monroe moved, Zalucha seconded to table this item until the next meeting and set the public hearing for June 26, 2019. Motion carried by unanimous voice vote.

**Consider extraterritorial jurisdiction rezone from A-2 to COM for Life Church, 2770 Brandywein Trail in Town of Blue Mounds:** The Village did not receive notice from Town of Blue Mounds about the rezone until it was too late to put on the agenda. Since it's outside of the Village limits, we can only comment on the rezone.

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

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

**Adjourn:** Monroe moved, Scribner seconded to adjourn the meeting at 7:55pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

REVISED  
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JUNE 26, 2019

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

- 1) Call to order – Roll call
- 2) Consider May 22, 2019 Plan Commission meeting minutes
- 3) PUBLIC HEARING: Proposed revisions to Chapter 17 Zoning Code and Chapter 18 Subdivision and Platting regarding corner lots and accessory structures
- 4) Consider recommendation for Ordinance 2019-03, "AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE AND CHAPTER 18 SUBDIVISION AND PLATTING OF THE CODE OF ORDINANCES RELATING TO CORNER LOTS"
- 5) PUBLIC HEARING: To allow food trucks for events at the Grandstay Hotel, 175 Lillehammer Lane
- 6) Update on proposed Harvest Ridge Subdivision
- 7) Presentation of proposed Spaanem's Ridge Subdivision by John DeWitt
- 8) Presentation of proposed Sienna Hills Subdivision by Rich Eberle
- 9) Conceptual plan presentation of Final Addition to Kara View Heights by Brian Durtschi
- 10) Consider revision to previously-approved Design Review application at 512 Springdale Street
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JUNE 26, 2019

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

**Consider May 22, 2019 Plan Commission meeting minutes:** Zalucha moved, Scribner seconded to approve the May 22, 2019 minutes. Motion carried by unanimous voice vote.

**PUBLIC HEARING: Proposed revisions to Chapter 17 Zoning Code and Chapter 18 Subdivision and Platting regarding corner lots and accessory structures:** The public hearing opened at 7:00pm. With no one wishing to speak the public hearing closed at 7:01pm.

**Consider recommendation for Ordinance 2019-03, "AN ORDINANCE TO AMEND CHAPTER 17 ZONING CODE AND CHAPTER 18 SUBDIVISION AND PLATTING OF THE CODE OF ORDINANCES RELATING TO CORNER LOTS":** Hoffman moved, Scribner seconded to recommend approval of Ordinance 2019-03 with the text change as suggested. Motion carried by unanimous voice vote.

**PUBLIC HEARING: To allow food trucks for events at the Grandstay Hotel, 175 Lillehammer Lane:** The public hearing opened at 7:07pm. Brian Durtschi had questions about specific rules/limitations for food, hours, and ownership. The public hearing closed at 7:11pm.

**Update on proposed Harvest Ridge Subdivision:** The Plan Commission discussed the impact on schools, a traffic study, park, and sewer capacity.

**Presentation of proposed Spaanem's Ridge Subdivision by John DeWitt:** John DeWitt presented the 8-acre subdivision. The Village Engineer has no concerns.

**Presentation of proposed Sienna Hills Subdivision by Rich Eberle:** Rich Eberle presented phase one of the subdivision.

**Conceptual plan presentation of Final Addition to Kara View Heights by Brian Durtschi:** Brian Durtschi was present. This is the final addition of 10 acres of land to include 24 lots. Slavney said it is consistent with the Comprehensive Plan and the uses are compatible with adjoining properties.

**Consider revision to previously-approved Design Review application at 512 Springdale Street:**

Contractor Shane Statz was present. They would like to install parking stops instead of parking bollards. Slavney agreed that parking stops would look better. Scribner moved, Orzechowski to approve the design change. Motion carried by unanimous voice vote.

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

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

**Adjourn:** Lettel moved, Scribner seconded to adjourn the meeting at 7:52pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

## SPECIAL PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION TUESDAY, JULY 16, 2019

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet on the above date at 4:00pm 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/Discussion on Comprehensive Plan/Northeast Neighborhood Plan
- 3) Discussion on Process for Annexation and Plat Approval
- 4) Discussion on Impact on Key Stakeholders
- 5) Adjourn

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

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

SPECIAL PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
TUESDAY, JULY 16, 2019

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 4:00pm. Present were Commissioners Norb Scribner, Destinee Udelhoven, Dave Hoffman, Wally Orzechowski and Peggy Zalucha. Brenda Monroe was absent. Also present was Village Administrator Nic Owen.

**Review/Discussion on Comprehensive Plan/Northeast Neighborhood Plan:** Owen reviewed the North East Neighborhood Plan which is consistent with the proposal for the Harvest Ridge subdivision. The Commission discussed the age of the existing Comprehensive Plan and the need to update the plan. CORRECTION MADE AT JULY 24 PLAN COMMISSION MEETING TO ADD THE FOLLOWING: Commissioner Udelhoven indicated she feels the Comprehensive Plan is outdated.

**Discussion on Process for Annexation and Plat Approval:** Owen reviewed the annexation and plat approval process. The petition for annexation was submitted for approval on 7/10/19. The Village Board cannot act until the state has 20 days to review the petition to determine legality, the Board must act on the petition within 90 days of submittal. Per Village Code, all annexed property is automatically rezoned as agricultural zoning unless requested otherwise. The Village Board will also approve an annexation agreement, specifying the developer's requirements upon annexation.

For the preliminary plat approval, the formal plat was also received on the 10<sup>th</sup> and the Village has 90 days to act on this as well or the plat is automatically approved. The final plat will follow and the Board has 60 days to act. The developer must submit a recorded copy of the final plat in order to obtain building permits to move forward with construction.

Harvest Ridge Developer Chad Wuebben spoke of his willingness to work with the Commission on the final make up of the plat but he is interested in keeping the project moving forward. The preliminary plat will be reviewed at the July 24<sup>th</sup> meeting.

**Discussion on Impact on Key Stakeholders:** Committee discussed key stakeholders including the school, neighbors, WI DOT and Dane County Highway Department. WI DOT and Dane County Highway will review the plan for their needs. Owen will invite School District Administrator Steve Salerno to the Plan Commission meeting to provide feedback from the school.

**Adjourn:** Peggy Zalucha moved, Dave Hoffman seconded to adjourn the meeting at 5:05 pm. Motion carried by unanimous voice vote.

Minutes by Nicholas Owen, Village Administrator



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JULY 24, 2019

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

- 1) Call to order – Roll call
- 2) Consider June 26 and July 16, 2019 Plan Commission meeting minutes
- 3) Consider recommendation for Spaanem's Ridge Subdivision:
  - a) Preliminary Plat
  - b) Final Plat
- 4) PUBLIC HEARING: For rezone request from A-1 Agricultural to R-1 Residential and R-2 Two Family Residential for proposed Spaanem's Ridge Subdivision
- 5) Consider recommendation for Ordinance 2019-04, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL AND R-2 TWO FAMILY RESIDENTIAL SPAANEM'S RIDGE SUBDIVISION"
- 6) Consider preliminary plat for proposed Harvest Ridge Subdivision
- 7) Consider Design Review application for Mount Horeb Volunteers, Inc. for a training tower on the Public Safety Building site, 400 S Blue Mounds Street
- 8) Conceptual presentation for 60-unit mixed/affordable rate multi-family building
- 9) Consider signage request for Mount Horeb High School, 305 S 8<sup>th</sup> Street
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JULY 24, 2019

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

**Consider June 26 and July 16, 2019 Plan Commission meeting minutes:** Udelhoven would like the July 16, 2019 minutes to reflect the discussion on how the comprehensive plan may have aged past the point of use in regard to the proposed annexation. Scribner moved, Zalucha seconded to approve the June 26 and July 16, 2019 minutes as amended. Motion carried by unanimous voice vote.

**Consider recommendation for Spaanem's Ridge Subdivision a) Preliminary Plat b) Final Plat:** John DeWitt presented the plat for Spaanem's Ridge subdivision. Village Engineer Wright said they previously did a stormwater review and issues have been addressed. a) Zalucha moved, Scribner seconded to recommend approval of the preliminary plat contingent on final approval from the Village Engineer of stormwater management report and re-zone of the property approval. Motion carried by unanimous voice vote. b) Scribner moved, Zalucha seconded to recommend approval of the final plat contingent on final approval from the Village Engineer of stormwater management report and re-zone of the property approval. Motion carried by unanimous voice vote.

**PUBLIC HEARING: For rezone request from A-1 Agricultural to R-1 Residential and R-2 Two Family Residential for proposed Spaanem's Ridge Subdivision:** The public hearing opened at 7:13pm. Owen gave a review of the rezone request. Those registering in opposition were: Polly Field 388 Michele St, Karen Bunke 394 Michele St, Joe Byrnes 392 Michele St, Mary Stamm 408 Michele St, Paul Thronson 206 Ellen Ct, and Rosemarie Frisch 207 Ellen Ct. Those wishing to speak in opposition were: John Hughes 212 Ellen Ct had concerns about traffic and water runoff, Wayne Haskins 100 Jennifer Cir had concerns about traffic, and Jim Wendt 611 Vicki Ln. has concerns about traffic on Brian Street. The public hearing closed at 7:25pm.

**Consider recommendation for Ordinance 2019-04, “AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL AND R-2 TWO FAMILY RESIDENTIAL SPAANEM’S RIDGE SUBDIVISION”:** Village Engineer Wright addressed traffic concerns from the local residence. He also said they will inspect detention basin during a rain event since there are concerns of flooding in the area. Village Planner Slavney also addressed traffic concerns stating that he doesn’t think there will be an impact since Ellen Court was designed to be extended. Wayne Haskins of Trail View Heights Condo Association said they disagree. Hoffman moved, Scribner seconded to recommend approval of Ordinance 2019-04 finding that the requested rezone is consistent with the comprehensive plan and the comprehensive plan shows a mixture of single family and two-family dwellings as well as multifamily but it doesn’t require multifamily. Motion carried by unanimous voice vote.

**Consider preliminary plat for proposed Harvest Ridge Subdivision:** Chad Wuebben from Encore Homes presented the preliminary plat. The proposed subdivision would have 115 single family lots. Traffic concerns and ways to slow traffic will be discussed at future meetings. Wright said the subdivision fits within utility and sewage capacities. Village Attorney Kleinmaier recommends the motion be contingent on the comments in the Village Engineer’s report. Slavney recommends the motion be contingent on the annexation and temporary holding district. Scribner moved, Zalucha seconded to approve the preliminary plat to include the Village Engineer, Village Planner and Village Attorney comments and contingencies. The motion was then amended to include a traffic study be provided. Scribner moved, Zalucha seconded the amended motion. Motion carried by unanimous voice vote.

**Consider Design Review application for Mount Horeb Volunteers, Inc. for a training tower on the Public Safety Building site, 400 S Blue Mounds Street:** Jenny Minter, Mount Horeb Area Fire Chief, presented the training tower design. Zalucha moved, Hoffman seconded to approve the design application. Motion carried by unanimous voice vote.

**Conceptual presentation for 60-unit mixed/affordable rate multi-family building:** Nicole Solheim and Ted Matkam from Gorman & Company presented the project. The 3- story building would include 1, 2, and 3-bedroom units with surface and underground parking. Slavney said the use of this property for multifamily is consistent with the comprehensive plan. Orzechowski has traffic concerns for turning onto Main Street with the possible site located on Blue Mounds Street.

**Consider signage request for Mount Horeb High School, 305 S 8<sup>th</sup> Street:** Owen reviewed the High School signage. Luke Severson from Sign Art presented two signs. One sign will be on the canopy on the front of the building and the other is a free-standing sign. Slavney said the signs meet all requirements. Hoffman moved, Orzechowski seconded to approve contingent on a landscape plan and placement of the free-standing sign. Motion carried by unanimous voice vote.

**Plan Commission Chair Report:** Littel announced that this was Orzechowski's last meeting as he will be moving out of the area. His commitment to the Plan Commission Committee has been appreciated.

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

**Adjourn:** Zalucha moved, Orzechowski seconded to adjourn the meeting at 9:09pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

REVISED

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, AUGUST 28, 2019

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

- 1) Call to order – Roll call
- 2) Consider July 24, 2019 Plan Commission meeting minutes
- 3) Consider Design Review application for Veterans Memorial
- 4) PUBLIC HEARING: To consider zoning change for proposed Harvest Ridge Subdivision to A-1 Agriculture upon annexation
- 5) Consider recommendation for Ordinance 2019-06 "AN ORDINANCE ZONING PROPERTY TO A-1 AGRICULTURAL DISTRICT AS A HOLDING DISTRICT UPON ANNEXATION FOR PROPOSED HARVEST RIDGE SUBDIVISION"
- 6) Consider signage request for Mount Horeb High School, 305 S 8<sup>th</sup> Street
- 7) Consider sidewalk requirement for proposed Final Plat of Kara View Heights
- 8) Consider recommendation of preliminary plat for proposed Sienna Hills Subdivision
- 9) PUBLIC HEARING: To consider rezone request to proposed Sienna Hills Subdivision for R-1 Single Family, R-2 Two Family Residential, and PD Planned Development
- 10) Consider recommendation for Ordinance 2019-07, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION OF PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL, R-2 TWO FAMILY RESIDENTIAL, AND PLANNED DEVELOPMENT FOR PROPOSED SIENNA HILLS SUBDIVISION":
  - a) R-1 Single Family for lots 3-16
  - b) R-2 Two Family for lot 1, and PD Planned Development with General Development Plan for lot 2

- 11) Consider Design Review application from Daniel Clement, 300 W Main Street for an addition
- 12) Consider extraterritorial jurisdiction Certified Survey Map application from Rod Skindrud in Section 5 Town of Springdale
- 13) Plan Commission Chair report
- 14) Village Planner report
- 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.

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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, AUGUST 28, 2019

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

**Consider July 24, 2019 Plan Commission meeting minutes:** Scribner moved, Zalucha seconded to approve the July 24, 2019 minutes. Motion carried. Monroe abstained.

**Consider Design Review application for Veterans Memorial:** Don Hartman, Executive Director of the Mount Horeb Veterans Memorial Association, presented the design. From time to time there may be a ceremony on the site with the Honor Guard firing guns. The Veterans will install and maintain\* the parking lot and memorial. They do need to return with a lighting plan. Monroe moved, Hoffman seconded to approve the Design Review application. Motion carried by unanimous voice vote.

**PUBLIC HEARING: To consider zoning change for proposed Harvest Ridge Subdivision to A-1 Agriculture upon annexation:** The public hearing opened at 7:11pm. Owen gave an explanation. No one wished to speak. The public hearing closed at 7:12pm.

**Consider recommendation for Ordinance 2019-06, "AN ORDINANCE ZONING PROPERTY TO A-1 AGRICULTURAL DISTRICT AS A HOLDING DISTRICT UPON ANNEXATION FOR PROPOSED HARVEST RIDGE SUBDIVISION":** Scribner moved, Monroe seconded to recommend approval of Ordinance 2019-06. Motion carried by unanimous voice vote.

**Consider signage request for Mount Horeb High School, 305 S. 8<sup>th</sup> Street:** Luke Severson from Sign Art Studios presented the ground sign. Monroe moved, Hoffman seconded to approve the sign. Motion carried by unanimous voice vote.

**Consider sidewalk requirement for proposed Final Plat of Kara View Heights:** Developer Brian Durtschi was present. The Plan Commission would like to review the sidewalk circulation plan and future road work in that area before making a decision. Scribner moved, Monroe seconded to table this item. Motion carried by unanimous voice vote.

**Consider recommendation of preliminary plat for proposed Sienna Hills Subdivision:** Developer Rich Eberle was present. Slavney said the plat is consistent with the comprehensive plan. Scribner moved, Monroe seconded to recommend approval of the preliminary plat conditional upon approval of the R-1 and R-2 zoning for the property and full compliance of the Village Engineer's comments. Motion carried by unanimous voice vote.

**PUBLIC HEARING: To consider rezone request to proposed Sienna Hills Subdivision for R-1 Single Family, R-2 Two Family Residential, and PD Planned Development:** The public hearing opened at 7:52pm. Rich Eberle gave an overview. Jeannie Grindle, 314 N. Brookwood Drive, had questions on the location. The public hearing closed at 7:56pm.

**Consider recommendation for Ordinance 2019-07, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FO PROPERTY FROM A-1 AGRICULTURAL DISTRICT TO R-1 SINGLE FAMILY RESIDENTIAL, R-2 TWO FAMILY RESIDENTIAL, AND PLANNED DEVELOPMENT FOR PROPOSED SIENNA HILLS SUBDIVISION":** a) R-1 Single Family for lots 3-16 b) R-2 Two Family for lot 1, and PD Planned Development with General Development Plan for lot 2: a) Hoffman moved, Zalucha seconded to recommend approval of the R-1 Single Family lots 3-16. Motion carried by unanimous voice vote. b) Hoffman moved, Zalucha seconded to recommend approval of the R-2 Two Family for lot 1. Motion carried by unanimous voice vote. b) Monroe moved, Scribner seconded to recommend approval of the PD Planned Development with General Development Plan for lot 2. Udelhoven opposed. Motion carried.

**Consider Design Review application from Daniel Clement, 300 W Main Street for an addition:** Owners Daniel Clement and Ann Brady presented the design. The owners would like to add a 3-car garage with living space above, 10'x12' shed, move the location of the front door to N. Washington Street, and change the driveway to a ½ circle. Clement will reside there and possibly rent out the second space. Hoffman moved, Scribner seconded to approve the design application to include the Village Planner's comments. The motion was then withdrawn. Hoffman moved, Monroe seconded to table the design review application, updated plans and color renderings are needed. Motion carried by unanimous voice vote.

**Consider extraterritorial jurisdiction Certified Survey Map application from Rod Skindrud in Section 5 Town of Springdale:** Monroe moved, Scribner seconded to table this item due to an issue with the property ownership. Motion carried by unanimous voice vote.

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

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

**Adjourn:** Hoffman moved, Monroe seconded to adjourn the meeting at 8:49pm. Motion carried by unanimous voice vote.

\*Revised at the September 25, 2019 meeting to add "and maintain".

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

REVISED

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

WEDNESDAY, SEPTEMBER 25, 2019

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

- 1) Call to order – Roll call
- 2) Consider August 28, 2019 Plan Commission meeting minutes
- 3) Consider Design Review application from Daniel Clement, 300 W Main Street for an addition
- 4) Consider Design Review application from Premier Cooperative for proposed addition at 501 W Main Street
- 5) PUBLIC HEARING: Rezone of Lot 2 CSM 14947 at 400 W Garfield Street from I-1 Restricted Industrial to PD Planned Development for proposed 51-unit mixed/affordable rate multi-family building
- 6) Consider recommendation for Ordinance 2019-08, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM I-1 RESTRICTED INDUSTRIAL DISTRICT TO PD PLANNED DEVELOPMENT FOR LOT 2 CSM 14947 AT 400 W GARFIELD STREET"
- 7) Consider sidewalk requirement for proposed Final Plat of Kara View Heights
- 8) Plan Commission Chair report
- 9) Village Planner report
- 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.

PLEASE NOTE THAT UPON REASONABLE NOTICE EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS OR SERVICES. TO REQUEST THIS SERVICE CONTACT ALYSSA GROSS, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, SEPTEMBER 25, 2019

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

**Consider August 28, 2019 Plan Commission meeting minutes:** Udelhoven would like Item # 3 to be amended to read the Veterans will install and maintain the parking lot and memorial. Scribner moved, Monroe seconded to approve the amended August 28, 2019 minutes. Motion carried by unanimous voice vote.

**Item # 3 was moved to Item # 4**

**Consider Design Review application from Premier Cooperative for proposed addition at 501 W. Main Street:** Sam Lawer from Westmor Industries presented the design for an addition. Monroe moved, Zalucha seconded to approve the design application contingent on edits made to the south elevation, landscaping changes in the front, lighting plan, façade, make trash enclosure attractive, canopy trees, and two 5-foot bike racks. The motion was amended to clarify leaving the façade as drawn in the plan. Motion carried by unanimous voice vote.

**Consider Design Review application from Daniel Clement, 300 W. Main Street for an addition:** Daniel Clement and Ann Brady were present. The house color will be white and the addition will have limestone. Scribner moved, Zalucha seconded to approve the design as presented. Motion carried by unanimous voice vote.

**PUBLIC HEARING: Rezone of Lot 2 CSM 14947 at 400 W. Garfield Street from I-1 Restricted Industrial to PD Planned Development for proposed 51-unit mixed/affordable rate multi-family building:** The public hearing opened at 7:47pm. Nicole Solheim and Ted Matkam from Gorman & Company were present. Brian Durtschi spoke in support of the project. The public hearing closed at 7:53pm.

**Consider recommendation for Ordinance 2019-08, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION FROM I-1 RESTRICTED INDUSTRIAL DISTRICT TO PD PLANNED DEVELOPMENT FOR LOT 2 CSM 14947 AT 400 W. GARFIELD STREET":** Monroe moved, Zalucha seconded to recommend approval of Ordinance 2019-08 to include the Village Engineer's flexibilities. Motion carried by unanimous voice vote.

**Consider sidewalk requirement for proposed Final Plat of Kara View Heights:** Developer Brian Durtschi was present. Monroe moved, Zalucha seconded to not require sidewalks on the Final Plat of Kara View Heights. Udelhoven opposed. Motion carried.

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

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

**Adjourn:** Monroe moved, Zalucha seconded to adjourn the meeting at 8:21pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, OCTOBER 23, 2019

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

- 1) Call to order – Roll call
- 2) Consider September 25, 2019 Plan Commission meeting minutes
- 3) Consider Design Review application for Sjolinds Chocolate Factory, 150 Lillehammer Lane for new accessory building
- 4) Consider initial discussion for Comprehensive Plan amendment for parcel 0606-141-9395-1 off Blue Mounds Street
- 5) Consider changing meeting date to November 20 due to Thanksgiving holiday
- 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.

PLEASE NOTE THAT UPON REASONABLE NOTICE EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS OR SERVICES. TO REQUEST THIS SERVICE CONTACT ALYSSA GROSS, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, OCTOBER 23, 2019

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners Destinee Udelhoven, Peggy Zalucha, and Dave Hoffman. Brent Yauchler arrived at 7:01pm. Norb Scribner and Brenda Monroe were absent. Also present were Village Administrator Nic Owen, Village Planner Mike Slavney, and Deputy Clerk Chrissy Kahl.

**Consider September 25, 2019 Plan Commission meeting minutes:** Zalucha moved, Hoffman seconded to approve the September 25, 2019 minutes. Motion carried by unanimous voice vote.

**Consider Design Review application for Sjolinds Chocolate Factory, 150 Lillehammer Lane for new accessory building:** Chris Thompson, owner and Nick Urumoglu from Cleary Building presented the addition design. Zalucha moved, Hoffman seconded to approve the structure with the requirement that within 365 days of building occupancy to plant a shrub hedge every 3 feet on the south side that faces the street. Motion carried by unanimous voice vote.

**Consider initial discussion for Comprehensive Plan amendment for parcel 0606-141-9395-1 off Blue Mounds Street:** Steve Grundahl, owner and Katherine Westaby, from Vierbicher Engineers were present. Grundahl would like to move his Midwest Prototype business to this lot. This would be an indoor production business. Slavney reviewed the steps to potentially amending the Comprehensive Plan.

**Consider changing meeting date to November 20<sup>th</sup> due to Thanksgiving holiday:** The November Plan Commission meeting will be Wednesday, November 20<sup>th</sup> at 7:00pm.

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

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

**Adjourn:** Hoffman moved, Zalucha seconded to adjourn the meeting at 7:49pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk



# 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)

---

## PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, DECEMBER 18, 2019

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

- 1) Call to order – Roll call
- 2) Consider October 23, 2019 Plan Commission meeting minutes
- 3) Consider Resolution 2019-19, "RESOLUTION RECOMMENDING AMENDMENT TO THE 2005 VILLAGE OF MOUNT HOREB COMPREHENSIVE PLAN, DANE COUNTY, WISCONSIN" for MWP Ventures LLC project
- 4) PUBLIC HEARING: To consider zoning change from A-1 Agricultural to PI Planned Industrial and R-3 Multi-Family Residential for parcel 0606-141-9395-1 at the southern Village limits adjacent to Blue Mounds Street
- 5) Consider recommendation for Ordinance 2019-12, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION ON LOT 1 CSM 13799 FROM A-1 AGRICULTURAL TO PI PLANNED INDUSTRIAL AND R-3 MULTI FAMILY RESIDENTIAL"
- 6) Consider revision to Mount Horeb Dental's Design Review application for 115 Brookwood Drive
- 7) Consider Certified Survey Map application from Symdon Brothers LLC for CSM 11019 lots 1 and 2
- 8) Plan Commission Chair report
- 9) Village Planner report
- 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.

PLEASE NOTE THAT UPON REASONABLE NOTICE EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS OR SERVICES. TO REQUEST THIS SERVICE CONTACT ALYSSA GROSS, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, DECEMBER 18, 2019

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

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

**Consider Resolution 2019-19, "RESOLUTION RECOMMENDING AMENDMENT TO THE 2005 VILLAGE OF MOUNT HOREB COMPREHENSIVE PLAN, DANE COUNTY, WISCONSIN" for MWP Ventures LLC project:** Steve Grundahl, owner and Katherine Westaby from Vierbicher Engineers were present. Scribner moved, Yauchler seconded to recommend to the Village Board conditional upon getting the zoning change. Motion carried by unanimous voice vote.

**PUBLIC HEARING: To consider zoning change from A-1 Agricultural to PI Planned Industrial and R-3 Multi-Family Residential for parcel 0606-141-9395-1 at the southern Village limits adjacent to Blue Mounds Street:** The public hearing opened at 7:09pm. Brad Murphy, 712 S. 1<sup>st</sup> Street, spoke in support. The public hearing closed at 7:12pm.

**Consider recommendation for Ordinance 2019-12, "AN ORDINANCE CHANGING THE ZONING CLASSIFICATION ON LOT 1 CSM 13799 FROM A-1 AGRICULTURAL TO PI PLANNED INDUSTRIAL AND R-3 MULTI FAMILY RESIDENTIAL":** Hoffman moved, Scribner seconded to recommend to the Village Board contingent on approval of land use. Prior to vote additional discussion took place. Initial motion was not voted on. Owen reviewed a letter from Travis Beck, 928 S. Blue Mounds Street, in opposition. Steve Grundahl has been in contact with him to discuss. Hoffman has concerns about traffic at the Blue Mounds Street/Main Street intersection. A second motion was made by Yauchler, seconded by Scribner to consider recommendation of Ordinance 2019-12. Motion carried by unanimous voice vote.

**Consider revision to Mount Horeb Dental's Design Review application for 115 Brookwood Drive:** Denise Sinshack, Director of Operations for Mount Horeb Dental and Scott Kammer, Architect were present to discuss HVAC screening and sign placement. Slavney said the HVAC screening meets all requirements. The design of the sign on Springdale Street was reviewed and discussed. A directional sign proposed for the end of the driveway needs to be on their property only and not block the public right-of-way. Yauchler moved, Hoffman seconded to approve the revisions to the Design Review application. Motion carried by unanimous voice vote.

**Consider Certified Survey Map application from Symdon Brothers LLC for CSM 11019 lots 1 and 2:** Owen reviewed this item. Easements need to be identified and recapture fees paid. Slavney would like Village Engineer's suggestion for access limitations, if needed. Scribner moved, Zalucha seconded to approve the CSM. Motion carried by unanimous voice vote.

**Plan Commission Chair Report:** Littel gave the report.

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

**Adjourn:** Hoffman moved, Zalucha seconded to adjourn the meeting at 7:51pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Village Deputy Clerk