



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE JANUARY 27 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION MEETING WILL BE HELD VIRTUALLY. YOU CAN VIEW THE MEETING LIVE BY CLICKING THE "WATCH LIVE" LINK UNDER THE TROLLWAY TV GRAPHIC ON THE HOME PAGE OF THE VILLAGE WEBSITE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/929801597>

You can also dial in using your phone.

United States: [+1 \(786\) 535-3211](tel:+17865353211) Access Code: 929-801-597

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, JANUARY 27, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually at 7:00pm. Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider December 16, 2020 minutes
- 3) Consider recommendation for revised extraterritorial jurisdiction Certified Survey Map for Diane Fink, Section 11 Town of Blue Mounds
- 4) Consider zero lot line discussion including code change and may set public hearing date for February 24, 2021
- 5) Plan Commission Chair report
- 6) Village Planner report
- 7) Adjourn

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

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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, JANUARY 27, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb met on the above date in a virtual meeting. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Norb Scribner, Destinee Udelhoven. Brent Yauchler and Peggy Zalucha were absent. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, Village Planner Mike Slavney, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson.

Consider December 16, 2020 minutes: Scribner moved, Udelhoven seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Consider recommendation for revised extraterritorial jurisdiction Certified Survey Map for Diane Fink, Section 11 Town of Blue Mounds: Owen explained the revision due to the extended access road. Udelhoven moved, Scribner seconded to recommend approval of the revised CSM. Motion carried by unanimous voice vote.

Consider zero lot line discussion including code change and may set public hearing date for February 24, 2021: Owen gave an overview of the changes. Slavney explained the code changes and addressed questions from the board members regarding the V-Shaped area. Scribner moved, Boehnen seconded the recommendation for approval. Motion carried by unanimous voice vote. Scribner moved, Boehnen seconded to set the public hearing for February 24, 2021. Motion carried by unanimous voice vote.

Plan Commission Chair report: Littel stated no report and referred to the packet for the Building Inspection report.

Village Planner report: Slavney stated no report.

Adjourn: Little moved, Best seconded to adjourn the meeting at 7:13 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE FEBRUARY 24, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION MEETING WILL BE HELD VIRTUALLY. YOU CAN VIEW THE MEETING LIVE BY CLICKING THE "WATCH LIVE" LINK UNDER THE TROLLWAY TV GRAPHIC ON THE HOME PAGE OF THE VILLAGE WEBSITE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/233859517>

You can also dial in using your phone.

United States: +1 (872) 240-3212 Access Code: 233-859-517

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, FEBRUARY 24, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually at 7:00pm. Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider January 27, 2021 minutes
- 3) **PUBLIC HEARING:** To rezone 407 E Main St from dual-zoning of PB Planned Business and R-2 Two Family to PB Planned Business for entire lot
- 4) Consider recommendation for Ordinance 2021-01, "AN ORDINANCE CHANGING ZONING CLASSIFICATION OF PARCEL 0606-123-0859-1 FROM DUAL ZONING OF PB PLANNED BUSINESS AND R-2 TWO FAMILY RESIDENTIAL TO PB PLANNED BUSINESS
- 5) **PUBLIC HEARING:** To consider revision to Zoning Code Chart 1 and Section 17.20 to add language permitting v-shaped duplexes
- 6) Consider recommendation for Ordinance 2021-01, "AN ORDINANCE TO AMEND THE CODE OF ORDINANCES CHAPTER 17 CHART 1 FOOTNOTE 4 AND 17.20 DETAILED LAND USE DESCRIPTIONS AND REGULATIONS RELATING TO V-SHAPED DUPLEXES AND TWIN HOMES"
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, FEBRUARY 24, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb met on the above date in a virtual meeting. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners, Aaron Boehnen, Norb Scribner, Destinee Udelhoven. Sarah Best and Peggy Zalucha were absent. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, Village Planner Mike Slavney, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson.

Consider January 27, 2021 minutes: Scribner moved, Udelhoven seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

PUBLIC HEARING: To rezone 407 E Main St from dual-zoning of PB Planned Business and R-2 Two Family to PB Planned Business for entire lot: The public hearing opened at 7:02pm. Owen gave an overview on the sale of the property and dual-zoning. A representative for the seller was available for questions. No one spoke. The public hearing closed at 7:03pm.

Consider recommendation for Ordinance 2021-01, "AN ORDINANCE CHANGING ZONING CLASSIFICATION OF PARCEL 0606-123-0859-1 FROM DUAL ZONING OF PB PLANNED BUSINESS AND R-2 TWO FAMILY RESIDENTIAL TO PB PLANNED BUSINESS: Slavney stated the change is consistent with the Comprehensive Plan. Udelhoven questioned past dual zoning and Owen explained the oversight on the zoning map. Scribner moved, Udelhoven seconded. Motion carried by unanimous voice vote.

PUBLIC HEARING: To consider revision to Zoning Code Chart 1 and Section 17.20 to add language permitting v-shaped duplexes: The public hearing opened at 7:06pm. Owen and Slavney gave an overview. No one spoke. The public hearing closed at 7:07pm.

Consider recommendation for Ordinance 2021-01, "AN ORDINANCE TO AMEND THE CODE OF ORDINANCES CHAPTER 17 CHART 1 FOOTNOTE 4 AND 17.20 DETAILED LAND USE DESCRIPTIONS AND REGULATIONS RELATING TO V-SHAPED DUPLEXES AND TWIN HOMES: No discussion. Scribner moved, Boehnen seconded. Motion carried by unanimous voice vote.

Plan Commission Chair report: Littel gave a brief overview of the Building Inspection report.

Village Planner report: Slavney reported that the Capital Area Regional Planning Commission has published a map of suggested and likely future environmental corridor areas. The map will be a useful resource in future comprehensive planning and can be viewed on their website (www.capitalarearpc.org).

Adjourn: Littel moved, Scribner seconded to adjourn the meeting at 7:10 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE MARCH 24, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION MEETING WILL BE HELD VIRTUALLY. YOU CAN VIEW THE MEETING LIVE BY CLICKING THE "WATCH LIVE" LINK UNDER THE TROLLWAY TV GRAPHIC ON THE HOME PAGE OF THE VILLAGE WEBSITE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/228347573>

You can also dial in using your phone. United States: +1 (571) 317-3112 Access Code: 228-347-573

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, MARCH 24, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually at 7:00pm. Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider February 24, 2021 minutes
- 3) Consider applications from Botham Inc for 305 East Main Street:
 - a. Design Review
 - b. Certificate of Appropriateness
- 4) Consider conceptual presentation from Chad Wuebben for senior living development
- 5) Consider recommendation for revised extraterritorial jurisdiction Certified Survey Map for James Leuzinger/Z&L Properties, Section 13 Town of Blue Mounds
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, MARCH 24, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb met on the above date in a virtual meeting. Chair Randy Littel called the meeting to order at 7:03pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, Village Planner Mike Slavney, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson.

Consider February 24, 2021 minutes: Udelhoven moved, Best seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Consider applications from Botham Inc for 305 East Main Street building addition:

- a. Design Review: Slavney stated the addition to the rear of the building meets all zoning and design requirements. Scribner moved, Udelhoven seconded. Motion carried by unanimous voice vote.
- b. Certificate of Appropriateness: Slavney stated the addition meets the downtown historic design requirements including the alteration of the single bay garage door to a two-bay garage door. Boehnen moved, Zalucha seconded. Motion carried by unanimous voice vote.

Consider conceptual presentation from Chad Wuebben for senior living development:

Chad Wuebben from Encore Homes gave the presentation of the 55+ residential condo association development in the North Cape Commons subdivision. The land is zoned light industrial and would require submittal of a Planned Development with a conditional use. Slavney discussed the zoning conflicts which may involve a change to the Comprehensive Plan and the requirements involved in rezoning Industrial land. Slavney advised the Board request an opinion from the Village Attorney. Brad Murphy, member of the Grand Stay Hotel board, discussed the common space and future opportunities. The Board agreed to pursue the proposed project further.

Consider recommendation for revised extraterritorial jurisdiction Certified Survey Map for James Leuzinger/Z&L Properties, Section 13 Town of Blue Mounds: Owen gave an overview on the amendment to the road layout. Udelhoven moved, Scribner seconded. Motion carried by unanimous voice vote.

Plan Commission Chair report: Littel stated no report.

Village Planner report: Slavney reported that the Capital Area Regional Plan Commission (CARPC) should be releasing a public version map showing future environmental corridors. The pre-mapping will help communities save time in the Urban Service area process.

Adjourn: Zalucha moved, Boehnen seconded to adjourn the meeting at 7:43 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THIS JOINT MEETING WILL BE HELD VIRTUALLY. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/525861469>

You can also dial in using your phone.

United States: [+1 \(646\) 749-3122](tel:+16467493122)

Access Code: 525-861-469

JOINT VILLAGE BOARD AND PLAN COMMISSION WEDNESDAY, APRIL 28, 2021

The Village Board and Plan Commission of the Village of Mount Horeb will meet virtually on the above date at 6:00pm. **PC**=Plan Commission, **VB**=Village Board. Agenda as follows:

- 1) Call to order
Roll call: Village Board
Roll call: Plan Commission
- 2) Presentation and discussion on Comprehensive Plan Update
- 3) PC Considers and takes action on the Public Participation Plan, Resolution 2021-07
- 4) VB Considers and takes action on the Public Participation Plan, Resolution 2021-08
- 5) Adjourn

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) 437-9404.

VILLAGE OF MOUNT HOREB
JOINT VILLAGE BOARD AND
PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, APRIL 28, 2021

The Village Board and Plan Commission/Historic Preservation Commission met in special session on the above date. The meeting was held virtually, due to Covid-19 restrictions.

Call to Order/Roll Call: Village President and Plan Commission/Historic Preservation Commission Chair Randy Littel called the meeting to order at 6:00pm. Village Trustees present were Ryan Czyzewski, Cathy Scott, Aaron Boehnen, Brett Halverson, and Jason Fendrick. Trustee Beth Hill was absent. Plan Commissioners present were Aaron Boehnen, Destinee Udelhoven, Peggy Zalucha, Sara Best, and Norb Scribner. Also present were Village Administrator Nic Owen, Finance Director/Treasurer Amy Hall, Village Clerk Alyssa Gaffney, and Village Planner Mike Slavney.

Presentation and discussion on Comprehensive Plan Update: Owen explained this item. Ben Rohr of Vandewalle & Associates presented the update. The board and committee discussed the key issues, opportunities, and vision for the Village.

PC Consider and take action on the Public Participation Plan, Resolution 2021-07: Zalucha moved, Littel seconded to approve the resolution. Motion carried by unanimous voice vote.

VB Consider and take action on the Public Participation Plan, Resolution 2021-08: Fendrick moved, Halverson seconded to approve the resolution. Motion carried by unanimous voice vote.

Adjournment: There being no further business, Czyzewski moved, Zalucha seconded to adjourn the joint meeting at 6:57pm.

Minutes by Alyssa Gaffney, Village Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE APRIL, 28, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION MEETING WILL BE HELD VIRTUALLY. YOU CAN VIEW THE MEETING LIVE BY CLICKING THE "WATCH LIVE" LINK UNDER THE TROLLWAY TV GRAPHIC ON THE HOME PAGE OF THE VILLAGE WEBSITE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING THE FOLLOWING:

Planning Commission MH Village Wed, Apr 28, 2021 7:00 PM - 8:30 PM (CDT) Please join my meeting from your computer, tablet or smartphone. <https://global.gotomeeting.com/join/419342213>

You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.) United States: +1 (872) 240-3311 - One-touch: tel:+18722403311,,419342213#

Access Code: 419-342-213 New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/419342213>

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, APRIL, 28, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually at 7:00pm. Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider March 24, 2021 minutes
- 3) Consider Riegert Plan amendment – Specific Implementation Plan
- 4) Consider Rich Eberle- Sienna Hills- preliminary and final Plat
- 5) Discussion: Park Committee recommendation: reduction in parks fees for affordable housing
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, APRIL, 28, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb met on the above date in a virtual meeting. Chair Randy Littel called the meeting to order at 7:05pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Also present were Village Administrator Nic Owen, Assistant Village Administrator Kathy Hagen, Village Planner Mike Slavney, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson.

Consider March 24, 2021 minutes: Zalucha moved, Scribner seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Consider Riegert Plan amendment – Specific Implementation Plan: Owen gave an overview on the incorrect lot and the November 2020 design approval for two-three units on lot 26 in Stone Haven Estates II. The design review amendment proposes a three-unit and four-unit building on lot 25. Slavney explained the amended design change. Udelhoven questioned if this should be a start over. Slavney and Jeff Riegert explained the new layout and change due to the difficult terrain on the correct lot. Zachula questioned the pergola and landscape plan change. Due to the size of the lot the pergola was removed and the landscape and lighting plan will need to be approved by Slavney. Scribner moved, Zalucha seconded to recommend approval of the amendment subject to approval of the landscape and lighting plan by Slavney. Motion carried by unanimous voice vote with exception to Udelhoven who voted nay.

Consider Rich Eberle- Sienna Hills- preliminary and final Plat: Owen gave an overview. The plat was approved in 2020 but not recorded in the one-year time frame. The Board reviewed and accepted the sidewalk previously approved. Scribner moved Zalucha seconded to approve. Motion carried by unanimous voice vote.

Discussion: Park Committee recommendation: reduction in parks fees for affordable housing: Owen gave an overview and Slavney explained the fees. Slavney recommended maintaining the park land dedication fee due to the lack of property for flat-land parks and waiving or reducing the playground improvement fee. The Board discussed the limits of a set or individual policy and requested further evaluation and recommendation from the Parks Commission.

Plan Commission Chair report: Littel stated no report.

Village Planner report: Slavney informed he would be transitioning to part-time work in August. Slavney will continue to work on the Comprehensive Plan along with Ben Rohr and Scott Harrington. Slavney discussed the powers the Plan Commission has in regard to the plan.

Adjourn: Littel moved, Boehnen seconded to adjourn the meeting at 7:48 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

Planning Commission MH Village Wed, Apr 28, 2021 7:00 PM - 8:30 PM (CDT) Please join in person or via your computer, tablet or smartphone. <https://global.gotomeeting.com/join/419342213>

You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.) United States: +1 (872) 240-3311 - One-touch: tel:+18722403311,,419342213#

Access Code: 419-342-213 New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/419342213>

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, May 26th, 2021

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 2021 minutes
- 3) Recommendation:
 - a- Extra Territorial Rezone for John Brakebill (Parcels: 0606-232-8320-0, 0606-232-8715-0, 0606-232-8260-0)
 - b- Recommendation of certified survey map number for John Brakebill
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, MAY 26th, 2021

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 and by a virtual meeting. Chair Randy Littel called the meeting to order at 7:00 pm. Present were Commissioners, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Commissioners Aaron Boehnen and Sarah Best appeared virtually. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson. Village Planner Mike Slavney was absent.

Consider April 24, 2021 minutes: Zalucha moved, Scribner seconded to approve the meeting minutes . Motion carried by unanimous voice vote.

Recommendation:

a-Extra Territorial Rezone for John Brakebill (Parcels: 0606-232-8320-0, 0606-232-8715-0, 0606-232-8260-0) Owen gave an overview of the rezone from Dane County Legacy to the Town of Blue Mounds. Scribner moved, Zalucha seconded to approve the rezone. Motion carried by unanimous voice vote.

b-Recommendation of certified survey map number for John Brakebill Owen gave an overview of the combining of three lots and that the engineer had no issues. Zalucha moved, Scribner seconded to approve the CSM.

Plan Commission Chair report: Littel reviewed the Building Inspector's report and the ground-breaking gathering for the Sienna Hills subdivision.

Village Planner report: Slavney was absent and Owen gave an update on the Kwik Trip and Casey's project. Udelhoven requested an overview of the Comprehensive Plan update process. Owen informed that the map is posted and available for review on the website.

Adjourn: Scribner moved, Zalucha seconded to adjourn the meeting at 7:05 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

Planning Commission MH Village June 23, 2021 7:00 PM - 8:30 PM (CDT) Please join in person or via your computer, tablet or smartphone. <https://global.gotomeeting.com/join/419342213>

You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.) United States: +1 (872) 240-3311 - One-touch: tel:+18722403311,,419342213#

Access Code: 419-342-213 New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/419342213>

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, June 23, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet in person 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 2021 minutes
- 3) Consideration of design review application, 407 E. Main Street. Schultz Property Investment
- 4) Consideration of design review application, Mt Horeb Animal Hospital, 1300 Springdale Street.
- 5) Concept presentation by Kevin Grinvalsky and Pat Burke, 418-426 W. Main Street
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, JUNE 23, 2021

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 7:00 pm. Present were Commissioners, Aaron Boehnen, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Sarah Best was absent. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson. Village Planner Mike Slavney was present by speaker phone.

Consider May 26, 2021 minutes: Udelhoven corrected she requested an overview of the comprehensive plan update process and not an overview of the plan. Udelhoven moved, Boehnen seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Consideration of design review application, 407 E. Main Street. Schultz Property Investment Owen gave an overview of the exterior renovation. Slavney presented his report and Udelhoven questioned the requirement met regarding the hard & durable materials required. Slavney corrected and waived the requirement. Slavney recommended waiver of the five-foot-wide sidewalk connecting the Main Street sidewalk to the front of the building and recommended a 4-bay bike rack to serve employees and tourist residents. Udelhoven moved, Zachula seconded to approve the application subject to recommendations by Slavney. Motion carried by unanimous voice vote.

Consideration of design review application, Mt Horeb Animal Hospital, 1300 Springdale Street. Owen gave an overview of the previous bank building. Slavney discussed his recommendations and questioned whether the commission wants to require a building tower element and request that the trash enclosure be comparable to the building. Additional landscaping will be needed in the front of the building and Slavney requested submittal of a landscaping plan to the Commission. The representative from Ketterer Properties questioned the tower. Zachula and Slavney explained the requirement and requested staff approval of the tower design along with referral to the Commission. Udelhoven questioned the requirement met regarding the hard & durable materials required. Slavney corrected and waived the requirement. Ketterer Properties will submit a new roof design along with trash enclosure details and a landscaping plan. Zachula moved, Boehnen seconded to approve the application subject to the Commission reviewing the changes. Motion carried by unanimous voice vote.

Concept presentation by Kevin Grivalsky and Pat Burke, 418-426 W Main Street Owen gave an overview of the proposed contractor condo shops. The property is zoned Planned Business and would require rezoning. Property owner Kevin Grivalsky discussed the location and proposed construction of small contractor condo shops. Neighbors spoke in opposition of the shops. Slavney questioned if the proposed light industrial is the right use for this property. Commission questioned the topography and building design. Udelhoven voiced not in favor of changing the zoning and Zalucha voiced not in favor at this time. Slavney suggested the Commission view the property and continue the discussion at the next meeting. Boehnen suggested full window design and requested that the storm sewer be considered and reviewed. Grivalsky mentioned a past interested buyer but the storm sewer was an issue. The property owners were advised to attend the July meeting and any rezoning approval would include a public hearing notice.

Plan Commission Chair report: Littel gave update on the status of Kwik Trip and Wyser building.

Village Planner report: No report.

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

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE July 28th 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL BE HELD **IN PERSON**. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLIKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/418113189>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, July 28th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet in person 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 23 2021 meeting minutes
- 3) Presentation: Housing Taskforce Report
- 4) Consideration of design review application, Mt Horeb Animal Hospital, 1300 Springdale Street.
- 5) Consideration of design review application, Premiere COOP
- 6) Concept presentation by Kevin Grinvalsky and Pat Burke, 418-426 W. 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, JULY 28, 2021

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 7:00 pm. Present were Commissioners, Aaron Boehnen, Destinee Udelhoven and Peggy Zalucha. Sarah Best appeared virtual. Andrew Kidd and Norb Scribner were absent. Also present were Economic Development Director Rowan Childs, Village Planner Ben Rohr, Youth in Government student Delaney Mertz, and Assistant Clerk Jean Culberson. Village Administrator Nic Owen was absent.

Consider June 23, 2021 minutes: Zalucha moved, Boehnen seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Presentation: Housing Taskforce Report: Childs and Rohr gave an overview of the report. The audience did not have any questions. Udelhoven questioned the report recommendations 13 and 17. Childs reviewed and discovered duplicate information. Udelhoven mentioned the 2018 memo and the report overlapping regarding zoning changes that she would like to see started. Littel moved, Zachula seconded to recommend the report to the Village Board. Motion carried by unanimous voice vote.

Consideration of design review application, Mount Horeb Animal Hospital, 1300 Springdale Street: Plan Architect Greg Karn spoke on the plan updates including the late resubmittal of the elevation plan not in the packet. An updated landscape plan was submitted which included the bike rack and the trash enclosure matching the building façade. The Board discussed the missing tower element, required guidelines and granting an exception. Owner Dan Ketterer spoke on the cost due to the existing skylight location. Zalucha motioned that the adjusted elevations originally viewed be modified to remove the spire and the tower element be permitted at 5 plus feet with staff approval. Boehnen second. Ketterer questioned if that included the revised vestibule facade. Zalucha agreed to include the approval of the revised vestibule facade in the motion. Boehnen seconded and motion carried by unanimous voice vote.

Consideration of design review application, Premier Cooperative, 501 W Main Street: Ben Rohr gave an overview of the approved 2019 design review approval. Matt Severson from Premier Cooperative discussed that the original plan placed the two mechanical units at the back of the building and during construction the units were placed on the top of the roof due to space issues. Premier recently received notification that the units require shielding and request a waiver of the shield. Zachula received public comments requesting that the Board not waive the requirement, Udelhoven agreed. The Board questioned alternatives to covering the unit. Severson discussed the metal screening shown on the submitted plan but it was not viewable by all members. Littel moved to table the item allowing Severson time to work with staff. Zachula seconded and motion carried by unanimous voice vote.

Concept presentation by Kevin Grinvalsky and Pat Burke, 418-426 W Main Street: Grinvalsky discussed the updated contractor condo shops design elements & fencing options. Grinvalsky stated no elevated features were required but cupolas are shown on the plan. Udelhoven voiced to wait on the future comprehensive plan before proceeding with the concept. Village Planner Ben Rohr suggested proceeding separately as a better alternative and explained the amendment procedure. Residents Chris and Becky Crase at 408 W Main St supported keeping the green space but prefer the proposal over apartment complexes. Resident Brian Bigler at 113 Nesheim Trail spoke regarding the view and preferred the green space. Burke questioned if the Village would purchase the parcel for a park and Littel stated further discussion would be needed. Udelhoven questioned recourse if the zoning is changed and the developer fails to proceed with the project. Rohr stated that no control would be in place and Grinvalsky referred to the deed restrictions stated in the project. Grinvalsky requested that the Board review what is possible if the amendment is not approved. Rohr advised on a public participation plan and public hearing on the Comprehensive Plan Amendment. Rohr recommended a motion that the applicant proceed with the Comprehensive Plan Amendment to rezone the parcels from

single-family residential as shown on the future land use map to industrial. Littel motioned, Zachula seconded. Further discussion took place on the zoning and Zachula would like the Board to consider the property zoned planned business and not residential. Littel motioned the first and second. Motion carried by unanimous voice vote with exception to Udelhoven who voted nay.

Plan Commission Chair report: Littel gave update on the status of the Kwik Trip project.

Village Planner report: Rohr had no report.

Adjourn: Boehnen moved, Zachula seconded to adjourn the meeting at 8:28 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE AUGUST 25th 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON.*** YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLIKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/418113189>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, August 25th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 7:00pm.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider July 2021 Plan Commission meeting minutes
- 3) PUBLIC HEARING: To consider Conditional Use Permit application from Midwest Scholastic, 212 E Lincoln Street, to place two steel storage containers in parking lot
- 4) Consider the recommendation for Resolution 2021-14, CONDITIONAL USE PERMIT STEEL STORAGE CONTAINERS 214 E LINCOLN STREET
- 5) Consider Art Mural application from Sunn Café, 201 E Main Street, and DAMA (Dane Arts Mural Association)
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, August 25, 2021

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 7:00 pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Village Planner Ben Rohr appeared virtual. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs and Assistant Clerk Jean Culberson.

Consider July, 2021 minutes: Zalucha moved, Littel seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

PUBLIC HEARING: To consider Conditional Use Permit application from Midwest Scholastic, 212 E Lincoln Street, to place two steel storage containers in parking lot. The public hearing opened at 7:01 pm. Owen gave an overview. No one spoke and the hearing closed at 7:03 pm.

Consider the recommendation for Resolution 2021-14, CONDITIONAL USE PERMIT STEEL STORAGE CONTAINERS 214 E LINCOLN STREET JC Fish from Midwest Scholastic explained the need for additional temporary storage for seven years. Udelhoven questioned the cold storage and Fish clarified no electric or heat was needed. Village Planner Ben Rohr advised a shorter time frame of two years. Scribner motioned to include a five-year time frame and Udelhoven requested a two-year time frame with revisiting after two years. Scribner amended the motion to a two-year time frame with revisit. Zachula seconded.

Consider Art Mural application from Sunn Café, 201 E Main Street, and DAMA (Dane Arts Mural Association) Owen gave overview. Present were Sunn Café owner Cynthia Curtes, Amy Zaremba from DAMA, MHSD Art Teachers Hannah King and Dana Showers. King and Showers explained how the students brainstormed and designed three mural designs based on mental health. The Board discussed the murals harmonizing with the downtown district and current color palettes. Zalucha motioned to approve and Scribner seconded. Owen advised that any significant color changes would require another review.

Plan Commission Chair report: Littel gave update on the Building Inspector's report.

Village Planner report: Rohr recommended a zoning ordinance for temporary storage. Rohr informed the Board of future information on the Comprehensive Plan update and amendment.

Adjourn: Scribner moved, Littel seconded to adjourn the meeting at 7:26. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE SEPTEMBER 22nd, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON.*** YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLIKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/418113189>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, September 22nd, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 7:00pm.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider August 2021 Plan Commission meeting minutes
- 3) Presentation of conceptual review, 103 Nesheim Trail, by owner, Aaron Hellenbrand
- 4) Introductory Comp Plan from Vandewalle & Associates, presentation by Ben Rohr, AICP
- 5) Plan Commission Chair report
- 6) Village Planner report
- 7) Adjourn

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

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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, September 22, 2021

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 7:00 pm. Present were Commissioners, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Aaron Boehnen appeared virtual, Sarah Best attended after roll call. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Assistant Clerk Jean Culberson.

Consider August 25, 2021 minutes: Scribner moved, Zachula seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Presentation of conceptual review, 103 Nesheim Trail, by owner, Aaron Hellenbrand

Owen and Rohr gave an overview of the proposed project to construct storage units on the vacant lot. Owner Hellenbrand was not in attendance to answer questions from the Board. Rezoning is required and the Future Land Use designation would need to change from multi-family to general industrial. Rohr informed the Board of the October public hearing to consider adoption of the proposed amendments for the property at 103 Nesheim and 418-426 W Main Street condo shops. The Board questioned the review of the property with the condo shop property. Rohr stated it was a matter of timing and different uses. Brian Durtschi questioned if the site was reviewed for stormwater management. Rohr agreed that further information was needed and would be reviewed prior to the October public hearing.

Introductory Comp Plan from Vandewalle & Associates, presentation by Ben Rohr, AICP

Rohr gave an overview and summary update of the Comprehensive Plan. Zachula questioned the definition of character, Udelhoven questioned guidelines for development, and Boehnen questioned when the draft would be presented. Rohr's goal is to have the draft available in advance of the next meeting.

Plan Commission Chair report: Littel gave update on the Building Inspector's report. Zachula questioned the condo shops update. Owen informed of the Public Information meeting on October 11th and the joint Village/Plan Commission meeting on October 27th.

Village Planner report: No Report

Adjourn: Zalucha moved, Littel seconded to adjourn the meeting at 7:46. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE OCTOBER, 27th, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON.*** YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLIKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING:

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/418113189>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, October 27th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 7:00pm.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider September Plan Commission meeting minutes
- 3) CARPC presentation on regional development framework
- 4) Presentation of conceptual review, Artemis Provisions, 213 Main Street
- 5) Presentation of conceptual review, Encore Homes, Lillehammer Lane, Parcel Number - 157/0607-074-4200-1. Land use proposed - senior housing
- 6) Consideration of Design Review Application. Children's Community School (CCS). Address, corner of Cox Drive and Springdale Street, Parcel Number 157/0606-124-3089-6. / Land use group daycare
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, OCTOBER 27, 2021

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 7:07 pm. Present were Commissioners, Sarah Best, Aaron Boehnen, Andrew Kidd, Destinee Udelhoven and Peggy Zalucha. Norb Scribner was absent. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Deputy Clerk Chrissy Kahl.

Consider September, 2021 minutes: Udelhoven moved, Zalucha seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

CARPC presentation on regional development framework: Sean Higgins from Capital Area Regional Planning Commission presented the regional development framework virtually. The top three priorities for CARPC are reducing climate change, increase access to opportunity for all, and conserve natural and agricultural resources. Six strategies for growth are focus growth in centers and corridors, prioritize growth in already developed areas, plan areas for business growth, plan complete neighborhoods, to protect important natural resources, and to preserve farming areas.

Presentation of conceptual review, Artemis Provisions, 213 Main Street: Kingsley and Melissa Gobourne, owners, presented. Artemis Provisions is a retail cheese and meat store. They will be serving lunch during the weekdays and breakfast/lunch on Saturdays. They would like to add an awning above the windows on the front of the building and restore the front windows to their original size. Inside they plan on removing the drop ceiling to restore to original condition. Artemis will offer a commercial kitchen for catering purposes that they will rent out. They plan on opening by the end of April, 2022. The Pop Place will stay in its current location.

Presentation of conceptual review, Encore Homes, Lillehammer Lane, Parcel Number 157/0607-074-4200-1. Land use proposed-senior housing: Chad Wuebben, from Encore Homes, presented the 53 single-family condominium concept. The units will be age-restricted to 55 or better. These would be located in Lot 2 of North Cape Commons. The condos will each be a private infrastructure featuring seven different interior variation options, 18-foot driveways, and six-foot deep front porches that face a common courtyard. Condos size ranges from 1250-1850 square feet. Starting price point will not be below \$360,000.00.

Consideration of Design Review Application. Children's Community School (CCS). Address: corner of Cox Drive and Springdale Street, Parcel Number 157/0606-124-30896. Land use group daycare: Jeff Grundahl on behalf of Children's Community School and Wesley Reynolds from OPN Architects presented the design review. The property will be used for the new location of the existing Montessori school. The school is planned to be 6937 square feet, single story. The only driveway would be off of Cox Drive. Rohr suggests the following waivers: setback of the building due to keeping existing trees, use of steel accent material on the east and west sides of the building, vertical material around base instead of horizontal, and metal roof and canopy area. The landscaping plan has met our ordinance, reviewed by Rohr. An exterior lighting plan is still needed and can be ok'd by staff. Zalucha moved, Boehnen seconded to approve the design review with waivers as noted by Rohr. Motion carried by unanimous voice vote.

Plan Commission Chair report: Littel gave update on the Building Inspector's report. The November meeting will be moved to November 17, 2021 and the December meeting will be moved to December 15, 2021 due to the holidays.

Village Planner report: Rohr gave an update regarding the Comprehensive Plan. The plan first draft should be ready in the next couple weeks. The Plan Commission would like to hold a special meeting in November to discuss.

Adjourn: Boehnen moved, Best seconded to adjourn the meeting at 8:11pm. Motion carried by unanimous voice vote.

Minutes by Chrissy Kahl, Deputy Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE NOVEMBER 17th, 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL **BE HELD VIRTUAL AND IN PERSON.** YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING: **Please join my meeting from your computer, tablet or smartphone.** <https://global.gotomeeting.com/join/418113189> You can also dial in using your phone. United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, November 17th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 7:00pm.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Consider October 2021 Plan Commission meeting minutes
- 3) Public Hearing to consider Conditional Use Permit for Children’s Community School, Cox Drive and Springdale Road, Parcel Number - 157/0606-124-3089-6
- 4) Public Hearing to consider Zoning Ordinance Amendment for the Group Development section led by Ben Rohr from Vandewalle & Associates; proposed change to Village Zoning Ordinance 17.63 & 17.451
- 5) Public Hearing to consider Conditional Use Permit for Encore Homes, Senior Living Community, Lillehammer Road, Parcel Number - 157/0607-074-4200-1 and site plan design review
- 6) Comp Plan update and confirmation of special comp plan meeting on Nov. 29th, 6 PM, virtual and in-person
- 7) Confirmation of December Plan Commission meeting date
- 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, November 17, 2021

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 7:00 pm. Present were Commissioners, Aaron Boehnen, Sarah Best, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Assistant Clerk Jean Culberson.

Consider October 2021 minutes: Zalucha voiced to approve joint meeting minutes. Zalucha moved, Scribner seconded to approve the meeting minutes. Motion carried by unanimous voice vote.

Public Hearing to consider Conditional Use Permit for Children's Community School, Cox Drive and Springdale Road, Parcel Number - 157/0606-124-3089-6

The public hearing opened at 7:02 pm. Owen gave an overview. Zalucha questioned why a conditional use permit was needed. Owen confirmed a group daycare requires one in Plan Business. No one else spoke and the hearing closed at 7:04 pm. Scribner moved, Zalucha seconded to approve the conditional use permit.

Public Hearing to consider Zoning Ordinance Amendment for the Group Development section led by Ben Rohr from Vandewalle & Associates; proposed change to Village Zoning Ordinance 17.63 & 17.451

The public hearing opened at 7:05 pm. Rohr gave an overview on the proposed change due to multiple smaller single-family structures on one site. The ordinance would provide standards and dimensions and could accommodate other future zoning districts in utilizing this process. No one spoke and the hearing closed at 7:08 pm. Scribner moved, Zalucha seconded to approve the conditional use permit.

Public Hearing to consider Conditional Use Permit for Encore Homes, Senior Living Community, Lillehammer Road, Parcel Number - 157/0607-074-4200-1 and site plan design review

The public hearing opened at 7:08 pm. Brad Murphy member of the Mount Horeb Hotel spoke in favor of the development and questioned a possible joint retail opportunity. Mark Rooney resident at 300 North Second spoke in favor and questioned if the 53 unit should be 54 unit per code. The hearing closed at 7:12 pm. Rohr gave overview of the proposed senior housing development. Rohr recommended waiving the building façade element and door requirements due to the orientation of buildings facing the shared space. Rohr also recommended waiving the exterior building material requirement due to provided landscaping. Rohr requested the Board discuss additional screening along the western property line and the pedestrian walkway requirements. Developer Chad Wuebben spoke and agreed with the walkway but not the fence (screening) requirement. Zalucha questioned monitoring the one-way traffic and the direction of construction and the building in the green space. Wuebben stated the one-way may require self-policing by property owners and construction would start with the units along Lillehammer. The green space will have a park shelter building and firepit, Zalucha requested to view the shelter plan. Udelhoven questioned if there was enough public feedback and the defining of senior housing. Wuebben defined the restriction of age 55 and older and is not defining the housing as affordable but attainable. Zalucha advised not putting affordable in the description. The Board discussed traffic patterns, service doors and sidewalks, including using PVC for water services over copper, an option Wuebben is checking into with Rob Wright. Owen and Rohr confirmed planning for 54 units instead of 53 units. Boehnen motioned for the 54 unit subject to final staff approval, Best seconded to approve. Motion carried by unanimous voice vote with exception to Udelhoven who voted no.

Comp Plan update and confirmation of special comp plan meeting on Nov. 29th, 6 PM, virtual and in-person. Owen voiced as a reminder and paper copies would be available if requested.

Confirmation of December Plan Commission meeting date. Owen discussed the regular date of December 22nd.

Plan Commission Chair report: Littel gave update on the Building Inspector's report.

Village Planner report: No Report

Adjourn: Scribner moved, Zalucha seconded to adjourn the meeting at 7:50. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE NOVEMBER 29th 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON***. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING: **Please join my meeting from your computer, tablet or smartphone.** <https://global.gotomeeting.com/join/418113189> You can also dial in using your phone. United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
MONDAY, November 29th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 6:00pm.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Presentation and discussion of Comprehensive Plan draft
- 3) 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

Monday, November 29, 2021

The Plan Commission/Historic Preservation Commission met on the above date virtually and in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Randy Littel was absent and Aaron Boehnen called the meeting to order at 6:01 pm. Present were Commissioners, Aaron Boehnen, Sarah Best, Andrew Kidd, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Assistant Clerk Jean Culberson.

Presentation and discussion of Comprehensive Plan draft

Village Planner Rohr gave an overview and timeline on the first draft of the Comprehensive Plan. Rohr highlighted on the first few chapters of the proposed changes from the September meeting and the added strategies from public responses. The Board discussed climate change issues and Rohr advised viewing the Dane County Climate Change Action Plan. Additional discussion included the land-use maps and zoning, sewer capacity issues, downtown possibilities including building height requirements and the future development south of 18/151. Questions from audience members were addressed and Rohr informed that there will be a future open house scheduled for public comments. Rohr advised updating the Official map and recodification of the zoning code. The Board agreed to meet again for further discussion prior to meeting with the Village Board.

Adjourn: Scribner moved, Zalucha seconded to adjourn the meeting at 8:07. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE December 15th 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON***. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOINT THE MEETING USING: **Please join my meeting from your computer, tablet or smartphone.** <https://global.gotomeeting.com/join/418113189> You can also dial in using your phone. United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, DECEMBER 15th, 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at **7:00pm**.

Agenda as follows:

- 1) Call to order – Roll call
- 2) Presentation and discussion of Comprehensive Plan draft
- 3) 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION

Wednesday, December 15, 2021

The Plan Commission/Historic Preservation Commission met on the above date virtually and 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, Aaron Boehnen, Andrew Kidd, Destinee Udelhoven and Peggy Zalucha. Sarah Best appeared virtually and Norb Scribner was absent. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Youth in Government Delany Mertz. Assistant Clerk Jean Culberson appeared virtually.

Presentation and discussion of Comprehensive Plan draft

Village Planner Rohr gave an overview on the second draft of the Comprehensive Plan. Rohr discussed the fourteen changes highlighted in the draft packet and summarized on pages 87-89. The Board discussed change #8 on page 42 regarding building heights and parking requirements on page 85. Rohr and the Board discussed the Future Land Use Map changes and zoning designations assigned to parcels. Questions and statements from audience members were addressed. Brian Durtschi gave an overview on his memo. Discussions included the downtown area, future buildings, recreational areas and the future transmission line. The Board agreed on the corner of Springdale and Perimeter change from Planned Business to Planned Mixed Use. The Board agreed to memo any further concerns and proceed with a joint Village Board meeting in January.

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

Minutes by Jean Culberson, Assistant Clerk



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

THE DECEMBER 22nd 2021 PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WILL ***BE HELD VIRTUAL AND IN PERSON***. YOU CAN WATCH THE MEETING LIVE VIA THE VILLAGE WEBSITE BY CLICKING "WATCH LIVE" UNDER THE TROLLWAY TV GRAPHIC ON THE RIGHT SIDE OF THE HOME PAGE AT WWW.MOUNTHOREBWI.INFO. THE MEETING IS ALSO BROADCAST LIVE ON MHTC CHANNEL 181 AND CHARTER CHANNEL 981. YOU CAN ALSO JOIN THE MEETING USING: Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/418113189> You can also dial in using your phone. United States: [+1 \(224\) 501-3412](tel:+12245013412) Access Code: 418-113-189

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION WEDNESDAY, DECEMBER 22nd , 2021

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will meet virtually and in person on the second floor of the Municipal Building at the above date at 7:00pm.

Agenda as follows:

1. Call to order – Roll call
2. Consider November Minutes, 11.17.21 + 11.29.21
3. Concept review for 1800 Springdale Street, mixed use development
4. Consider conditional use permit for 213 and 215 E. Main Street, Artemis Provisions
5. Plan Commission Chair report
6. Village Planner report
7. Adjourn

A QUORUM OF THE VILLAGE BOARD/VILLAGE COMMITTEE MEMBERS MAY BE PRESENT AT THIS MEETING. ONLY NOTICED AGENDA ITEMS WILL BE ACTED ON BY THE GOVERNMENTAL BODY SPECIFIED ABOVE. 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 GAFFNEY, CLERK, AT (608) 437-9404.

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION
WEDNESDAY, December 22, 2021

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, Aaron Boehnen, Sarah Best, Norb Scribner, Destinee Udelhoven and Peggy Zalucha. Andrew Kidd appeared virtually after roll call. Also present were Village Administrator Nic Owen, Economic Development Director Rowan Childs, Village Planner Ben Rohr and Assistant Clerk Jean Culberson.

Consider November Minutes, 11.17.21 + 11.29.21

Udelhoven voiced to approve the November 17, 2021 minutes with the correction stating she voted no on agenda item 5 (senior development). Zalucha also voiced approval to include the correct spelling of her name. Scribner seconded to approve the meeting minutes with corrections. Motion carried by unanimous voice vote.

Scribner motion to approve the November 29, 2021 minutes and Udelhoven seconded the motion. Motion carried by unanimous voice vote.

Concept review for 1800 Springdale Street, mixed use development

Brad Koning from Sketchworks Architecture LLC gave an overview on the request for a mixed-use development consisting of 36-40 multi-family units and approximately 1600 square feet of commercial space with drive-thru. The parcel is currently zoned Planned Business and has several factors that limit the use of the site. Factors include: substantial setback, easements, grade changes and limited septic capacity. Koning proposed a septic holding tank system to alleviate the sewer concern. The Board discussed the drive-thru and the easement location issue, the plan for only one commercial business, the sewer capacity and the design of the building including onsite recreational and pedestrian connections. Rohr questioned if the Board would like to proceed with the project. Udelhoven voiced for more commercial and Zalucha was concerned on the location for this project. Further discussion on the matter will continue at the next Plan Commission meeting.

Consider conditional use permit for 213 and 215 E. Main Street, Artemis Provisions

Rohr gave an overview on the proposed Artemis Provisions a retail cheese and meat store/restaurant. A conditional use is required for the restaurant and the small light industrial production component. The current zoning is Central Business which allows indoor sales and light industrial incidental to indoor sales as a conditional use. Applicant and business owner Kingsley & Melissa Gobourne discussed the lighting, trash receptacle, and the rear changes to the outside of the building including a future commercial tenant in the basement. The rear door facing Front Street is the entrance to the basement. Rohr questioned the rear façade and lighting due to the addition of a future commercial tenant. Kingsley presented rear elevation plans that were not included in the packet. The Board discussed a Front Street monument sign, awning and lighting, and the processing of the product. Kingsley described the smoking process and use of the meat waste in the retail production which would eliminate dumpster waste and odor. The Board waived the decorative design elements on the rear façade with the exception of the lighting and the awning over the door. Owen voiced that the public hearing was not placed on the agenda and will need to be resubmitted for the January agenda. Littel motioned for approval contingent upon the public hearing, waivers and the awning over rear door. Boehnen moved to include the monument sign and flat metal awnings in front and/or rear. Best seconded the motion. Motion carried by unanimous voice vote.

Plan Commission Chair report: Littel gave update on Kwik Trip grand opening on December 30th and the limited hours due to employees.

Village Planner report: Rohr gave an update on the Comprehensive Plan draft and future meeting in January.

Adjourn: Zalucha moved, Scribner seconded to adjourn the meeting at 8:30pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk