



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

PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, February 22, 2023 at 7:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

THE FEBRUARY 22, 2023 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: **PLAN COMMISSION**

Please join my meeting from your computer, tablet or smartphone. <https://meet.goto.com/418113189>

You can also dial in using your phone. Access Code: 418-113-189 United States: [+1 \(224\) 501-3412](tel:+12245013412)

- 1) Call to order
- 2) Roll call
- 3) Agenda Items
 - a. Consideration of December, 28 2022 Meeting Minutes
 - b. Public Hearing: To consider Conditional Use Permit application from Terry Kurth for 1920, 1931, 1940, 1960 and 1980 Commerce Drive for youth sports playfield and potential field house and indoor swimming facility.
 - c. Consider recommendation for Resolution 2023-02 Conditional Use Permit for sports fields and recreation complex at 1920, 1931, 1940, 1960 and 1980 Commerce Drive
 - d. Application for Exterior Renovations at 108 S Second Street
 1. Consideration of Certificate of Appropriateness
 2. Consideration of Design Review
- 4) Reports:
 - a. Plan Commission Chair Report
 - b. Village Planner Report
 - c. Building Inspector Report

1. Building Inspector Report -Dec 2022
 2. Building Inspector Report January 2023
- 5) Meeting adjournment.

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 GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.



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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, December 28, 2022 at 7:00 PM

MEETING MINUTES

- 1) Call to order
 - a. Roll Call

The Plan Commission/Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI. Chair Randy Littel called the meeting to order at 7:00pm. Present were Commissioners, Sarah Best, Andrew Kidd, Norb Scribner, Destinee Udelhoven. Nate Gauger and Peggy Zalucha were absent. Also present were Village Administrator Nic Owen, Village Planner Ben Rohr and Assistant Clerk Jean Culberson.
- 2) Consent Agenda
 - a. Consider Minutes of November 16, 2022 Meeting

Udelhoven motioned to approve the minutes, Kidd seconded and the motion carried by unanimous voice vote.
- 3) Agenda Items
 - a. Public Hearing: To consider a zoning change from R-2 Residential to MSB Main Street Business for 327 W Main Street, Jared and Elizabeth Nelson, further described as parcel 0606-114-0906-4.

The Hearing opened at 7:01pm. Owen gave an overview and potential buyer Jared Nelson spoke of his interest in relocating his insurance business to the property. The insurance business has seven employees who work remotely and onsite with very limited customer visits. Surrounding property owners spoke in opposition or questioned the rezone. Alena Wright spoke about traffic and driveway issues in addition to the new Landsby apartment building and whether a traffic study was completed. Sue and Tom Foley questioned whether business and/or apartment use and how many vehicles. Ken Beyer questioned the parking and Front Street traffic. Zach Johnson, representing his mother at 102 Blue Mounds, questioned traffic and property values. Duane Steinhauer spoke in favor if concerns could be addressed. Realtors Molly Smoch and Robyn Booth spoke in support of the rezone. Main Street is a public road and the rezone will not change the parking. Smoch questioned why a

small business would trigger a traffic study when a large project did not. Booth discussed property values and the uniqueness of this house. The hearing closed at 7:27pm.

- b. Recommendation for Ordinance 2023-01 changing the zoning classification of 327 W Main Street from R-2 Two-Family Residential to MSB-Main Street Business.

Owen confirmed that the Public Safety Board reviewed the intersection. Main Street is a highway and the State has control over it. Owen will discuss with Police Chief Vierck the concerns presented, including Front Street traffic flow. Rohr explained the Main Street Business mixing of uses and the use permitted would maintain the character of the neighborhood. Potential buyer Jared Nelson spoke about the concerns the neighbors voiced. According to his insurance license, a residential tenant is not permitted. There are no current plans for the carriage house and he may park a car in the garage. The business has limited appointments and may have 4-5 customers per week. Udelhoven motioned to approve the rezone, Best seconded and the motion carried by unanimous voice vote.

- c. Concept Review: Madison Area Rehabilitation Centers Inc (MARC), New Facility at 1961 Commerce Drive

Architect Kyle Dumbleton of Midwest Modern and MARC Program Director Kim Watrud presented an overview of the proposed facility and the need for a conditional use permit. Rohr asked about the uses and operation plan. Watrud explained the business is for developmental and disabled adults. The building consists of offices, program rooms and includes a corner store for self-employment and selling items produced or made to the public. Rohr questioned the location of the garage doors and if another exit/curb cut should be discussed. Rohr questioned the outdoor use and Watrud explained the outdoor recreation space, the need for a connection to the park and a storm shelter. The Board discussed possible fencing and a bicycle path. The Marc has been in the community for fifty-one years and relocated four times due to growth. The Board has high approval of the business and gave the approval to proceed.

- d. Discussion/Consideration: Purchase of Land for Recreation Complex
- Littel and Owen gave an overview on the proposed recreation complex and recent discussions regarding the land and buildings. The Village is requesting a Letter of Intent. In addition, State statute requires the Plan Commission Board to make a recommendation to the Village Board on purchases of property. Terry Kurth, representing the private group of individuals presenting the proposal, spoke about the opportunity and growth this would bring to the community. The private group has current and future financial commitments for the purchase of the land. Kurth discussed the land cost, donation and the sunset clause with contingencies. The Board questioned the land use, limited sports and if the public would have input. The Board appreciated the donation of land but

the project requires additional information and review. Owen informed of a January joint meeting between the Village Board and Mount Horeb School Board on the proposal.

e. Plan Commission Chairperson Report
No Report.

f. Village Planner Report
Rohr informed on a possible Upland Hills Clinic concept plan. The proposed clinic would be located on the parcel across from Summit on Commerce Parkway. A public information meeting will be held on February 13 at 4-6pm at the Middle School.

g. Building Report
Littel informed of the Building Report in the packet.

4) Meeting adjournment.
Best motioned and Kidd seconded to adjourn the meeting at 8:38 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk



AGENDA ITEM REPORT

MEETING DATE

February 22, 2023

PREPARED BY

AGENDA ITEM # 3.c

Consider recommendation for Resolution 2023-02 Conditional Use Permit for sports fields and recreation complex at 1920, 1931, 1940, 1960 and 1980 Commerce Drive

BACKGROUND

Kurth is applying for a Conditional Use Permit to use the Planned Industrial Zoned lots for the purpose of constructing sports playfields and a future aquatics and field house facility. The land cannot be rezoned as it is in an Industrial TID and we are currently at the limits for non-industrial properties. Recent changes in state statutes limit our ability to deny an allowed conditional use, and this is an allowed conditional use in this zoning district. We can, however, place conditions for approval, such as limiting the time of use of playfields and lighting to the current requirements for parks in code, visual appearance, etc. Kurth's application is also contingent on completion of the land sale.

RECOMMENDATION

ATTACHMENTS

1. Kurth CUP Application
2. Kurth 1920-1980 Commerce Dr
3. reso 2023-02 Kurth CUP



Village of Mount Horeb Zoning Department
138 E Main Street
Mount Horeb, WI 53572
Phone (608) 437-6884/Fax (608) 437-3190
mhinfo@mounthorebwi.info www.mounthorebwi.info

ZONING AMENDMENT AND CONDITIONAL USE PERMIT APPLICATION

The undersigned owner (agent) of the property described below requests to:

☒ be granted the following specific conditional use: Development of youth sport fields as well as potential construction of a field house and indoor swimming facility.

☐ amend the Mount Horeb Zoning Ordinance as follows: N/A

Applicant

Name: Terry Kurth
Address: Tyrol Terrace Mount Horeb
Phone: 608-225-5300 Email: tkkurth@gmail.com

1) Address of property: 1920, 1931, 1940, 1960, 1980 Commerce Drive Mt. Horeb
Tax Parcel ID Number: 157/ see attached docs CSM#: see attached docs
Lot: _____ Block: _____ Subdivision: North Cape Commons
Zoning (circle one): R1 R2 R3 R4 PO NB PB CB (P1) I1 I2 A1 CO1 PD1

2) Attach a plan, survey, map, or plat identifying the property under consideration

3) Application and plans must be submitted at least 10 days prior to the Plan Commission meeting (meeting held on the 4th Wednesday of each month) for the initial presentation.

Applicant's interest in the property: has accepted offer on the properties

DocuSigned by:
Signature: Terry Kurth Date: 1/20/2023
22AE24358EB6454...

Fee amount: \$ _____ Date paid: _____ Receipt #: _____

Plan Commission recommendation date: _____ Village Board approval date: _____

Conditions: _____

APPLICATION AND FEES

(1) GENERAL. Application for a zoning ordinance amendment or a conditional use permit, or an application to amend the regulations of an ordinance, will be made on the attached form by or on behalf of the owner(s) of the property. With the exception of a change to Planned Development zoning (see (a) below) each application must be accompanied with a \$150 fee payable to the Village.

(a) PLANNED DEVELOPMENT DISTRICT FEES: Each application to amend the zoning ordinance to create a planned development district, or an application for a conditional use permit in a planned development district, shall be accompanied by a \$200 fee.

(b) PROFESSIONAL FEES. In addition to the above fees, applicant will reimburse the Village for required publication fees and professional consultant fees such as engineering, planning, and legal review, incurred by the Village in connection with the application.

(2) REAPPLICATION.

(a) If a property owner or applicant withdraws a zoning ordinance amendment application or conditional use permit application after the Plan Commission has moved to recommend that the Village Board deny such application, or to recommend that such application be approved but with modifications, restrictions, or conditions, no subsequent application for the same zoning ordinance amendment or conditional use permit will be considered for a period of one year following the Plan Commission recommendation.

(b) Following the denial of an application for a zoning ordinance amendment or conditional use permit, the property owner or applicant may not reapply for the same zoning ordinance amendment or conditional use permit for a period of one year from the date the prior application was denied by the Village Board.

(c) Subparagraphs (a) and (b) above notwithstanding, a property owner or other applicant may reapply for the same zoning ordinance amendment or conditional use permit within the prohibited one-year period if a majority of the Village Board first determines that circumstances or conditions have changed which would warrant a reconsideration of the matter.

VALIDITY OF CONDITIONAL USE PERMIT

Approval of a conditional use permit will be void within twelve (12) months of approval unless the use is commenced or the current owner possesses a valid building permit under which construction is commenced within six (6) months of the date of the building permit issuance. The Board may extend such permit for justifiable cause, if application is made to the Village Board before said permit expires.



Next



LOCATION

Property Address	1920 Commerce Dr Mount Horeb, WI 53572
CTV Municipality	Village Of Mount Horeb
Legal/Subdivision	First Addition To North Cape Commons Lot 151
County	Dane County, WI
Latitude/Longitude	43.008360°/-89.709256°

CURRENT OWNER

Name	County Id LLC
Mailing Address	Po Box 1767 Madison, WI 53701-1767

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	0607-074-3511-1	Total Acres	1.54
Township	06N	Lot Sq Feet	66,951
Range	07E	Total Assessment	\$285,400
Section	07	NET Taxes	\$5,906.33
School District	Mount Horeb	Data Received	06/20/2022
2020 Census Trct/Blk	128/1	Zoning	

TAXES

Tax Year	Total Specials	Other Taxes	Lottery Credit	Other Credits	NET Taxes
2021					\$5,906.33
2020					\$5,757.13
2019					\$5,818.83
2018					\$5,692.60
2017					\$3,045.82

TAX ASSESSMENT

Tax Assessment	2021	Change (%)	2020	Change (%)	2019
Assessed Land	\$285,400.00		\$285,400.00		\$285,400.00
Assessed Improvements					
Total Assessment	\$285,400.00		\$285,400.00		\$285,400.00
Est Market Value	\$342,500.00		\$319,200.00		\$308,600.00
Land Percentage	100.00%		100.00%		100.00%
Assessment Ratio	0.8333		0.8941		0.9248
Mill Rate	0.020695				
Assessment Area					
Land Use	Size		Assessed Land		Assessed Improvements
COMMERCIAL	1.537 Acres		\$285,400		

SCHOOL ZONE INFORMATION

Elementary	Distance	Middle	Distance	High	Distance
Mount Horeb Primary Center		Mount Horeb Middle School		Mount Horeb High School	
1 to 2	1.4	6 to 8	1.0	9 to 12	1.1
Mounthoreb Intermediate Center					



Next



LOCATION

Property Address	1931 Commerce Dr Mount Horeb, WI 53572
CTV Municipality	Village Of Mount Horeb
Legal/Subdivision	First Addition To North Cape Commons Lot 157
County	Dane County, WI
Latitude/Longitude	43.007219°/-89.709265°

CURRENT OWNER

Name	County Id LLC
Mailing Address	Po Box 1767 Madison, WI 53701-1767

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	0607-074-3567-1	Total Acres	1.49
Township	06N	Lot Sq Feet	64,991
Range	07E	Total Assessment	\$261,700
Section	07	NET Taxes	\$5,415.85
School District	Mount Horeb	Data Received	06/20/2022
2020 Census Trct/Blk	128/1	Zoning	

TAXES

Tax Year	Total Specials	Other Taxes	Lottery Credit	Other Credits	NET Taxes
2021					\$5,415.85
2020					\$5,279.05
2019					\$5,335.61
2018					\$5,219.88
2017					\$2,955.65

TAX ASSESSMENT

Tax Assessment	2021	Change (%)	2020	Change (%)	2019
Assessed Land	\$261,700.00		\$261,700.00		\$261,700.00
Assessed Improvements					
Total Assessment	\$261,700.00		\$261,700.00		\$261,700.00
Est Market Value	\$314,000.00		\$292,700.00		\$283,000.00
Land Percentage	100.00%		100.00%		100.00%
Assessment Ratio	0.8334		0.8941		0.9247
Mill Rate	0.020695				
Assessment Area					
Land Use	Size		Assessed Land		Assessed Improvements
COMMERCIAL	1.492 Acres		\$261,700		

SCHOOL ZONE INFORMATION

Elementary	Distance	Middle	Distance	High	Distance
Mount Horeb Primary Center		Mount Horeb Middle School		Mount Horeb High School	
1 to 2	1.4	6 to 8	1.0	9 to 12	1.0
Mounthoreb Intermediate Center					



Next



LOCATION

Property Address	1940 Commerce Dr Mount Horeb, WI 53572
CTV Municipality	Village Of Mount Horeb
Legal/Subdivision	First Addition To North Cape Commons Lot 152
County	Dane County, WI
Latitude/Longitude	43.008045°/-89.708356°

CURRENT OWNER

Name	County Id LLC
Mailing Address	Po Box 1767 Madison, WI 53701-1767

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	0607-074-3522-1	Total Acres	2.1
Township	06N	Lot Sq Feet	91,650
Range	07E	Total Assessment	\$349,200
Section	07	NET Taxes	\$7,226.65
School District	Mount Horeb	Data Received	06/20/2022
2020 Census Trct/Blk	128/1	Zoning	

TAXES

Tax Year	Total Specials	Other Taxes	Lottery Credit	Other Credits	NET Taxes
2021					\$7,226.65
2020					\$7,044.12
2019					\$7,119.60
2018					\$6,965.16
2017					\$4,168.40

TAX ASSESSMENT

Tax Assessment	2021	Change (%)	2020	Change (%)	2019
Assessed Land	\$349,200.00		\$349,200.00		\$349,200.00
Assessed Improvements					
Total Assessment	\$349,200.00		\$349,200.00		\$349,200.00
Est Market Value	\$419,000.00		\$390,600.00		\$377,600.00
Land Percentage	100.00%		100.00%		100.00%
Assessment Ratio	0.8334		0.8940		0.9248
Mill Rate	0.020695				
Assessment Area					
Land Use	Size		Assessed Land		Assessed Improvements
COMMERCIAL	2.104 Acres		\$349,200		

SCHOOL ZONE INFORMATION

Elementary	Distance	Middle	Distance	High	Distance
Mount Horeb Primary Center		Mount Horeb Middle School		Mount Horeb High School	
1 to 2	1.5	6 to 8	1.0	9 to 12	1.1
Mounthoreb Intermediate Center					



Next



LOCATION

Property Address	1960 Commerce Dr Mount Horeb, WI 53572
CTV Municipality	Village Of Mount Horeb
Legal/Subdivision	First Addition To North Cape Commons Lot 153
County	Dane County, WI
Latitude/Longitude	43.007642°/-89.707488°

CURRENT OWNER

Name	County Id LLC
Mailing Address	Po Box 1767 Madison, WI 53701-1767

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	0607-074-3533-1	Total Acres	2.82
Township	06N	Lot Sq Feet	122,621
Range	07E	Total Assessment	\$429,200
Section	07	NET Taxes	\$8,882.25
School District	Mount Horeb	Data Received	06/20/2022
2020 Census Trct/Blk	128/1	Zoning	

TAXES

Tax Year	Total Specials	Other Taxes	Lottery Credit	Other Credits	NET Taxes
2021					\$8,882.25
2020					\$8,657.89
2019					\$8,750.66
2018					\$8,560.85
2017					\$5,576.46

TAX ASSESSMENT

Tax Assessment	2021	Change (%)	2020	Change (%)	2019
Assessed Land	\$429,200.00		\$429,200.00		\$429,200.00
Assessed Improvements					
Total Assessment	\$429,200.00		\$429,200.00		\$429,200.00
Est Market Value	\$515,000.00		\$480,000.00		\$464,200.00
Land Percentage	100.00%		100.00%		100.00%
Assessment Ratio	0.8334		0.8942		0.9246
Mill Rate	0.020695				
Assessment Area					
Land Use	Size		Assessed Land		Assessed Improvements
COMMERCIAL	2.815 Acres		\$429,200		

SCHOOL ZONE INFORMATION

Elementary	Distance	Middle	Distance	High	Distance
Mount Horeb Primary Center		Mount Horeb Middle School		Mount Horeb High School	
1 to 2	1.5	6 to 8	1.1	9 to 12	1.1
Mounthoreb Intermediate Center					



LOCATION

Property Address	1980 Commerce Dr Mount Horeb, WI 53572
CTV Municipality	Village Of Mount Horeb
Legal/Subdivision	Lot 2 Csm 13971 Cs93/148&150-5/20/2015 F/K/A First Addition To North Cape Commons Lots 154 & 155 Descr As Sec 7-6-7, Prt Sw1/4Se1/4 & Prt Nw1/4Se1/4 (3.672 Acres)
County	Dane County, WI
Latitude/Longitude	43.006919°/-89.706879°

CURRENT OWNER

Name	County Id LLC
Mailing Address	Po Box 1767 Madison, WI 53701-1767

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	0607-074-4012-1	Total Acres	3.67
Township	06N	Lot Sq Feet	159,952
Range	07E	Total Assessment	\$700,800
Section	07	NET Taxes	\$14,502.98
School District	Mount Horeb	Data Received	06/20/2022
2020 Census Trct/Blk	128/1	Zoning	

TAXES

Tax Year	Total Specials	Other Taxes	Lottery Credit	Other Credits	NET Taxes
2021					\$14,502.98
2020					\$14,136.64
2019					\$14,288.14
2018					\$13,978.19
2017					\$7,173.43

TAX ASSESSMENT

Tax Assessment	2021	Change (%)	2020	Change (%)	2019
Assessed Land	\$700,800.00		\$700,800.00		\$700,800.00
Assessed Improvements					
Total Assessment	\$700,800.00		\$700,800.00		\$700,800.00
Est Market Value	\$840,900.00		\$783,800.00		\$757,900.00
Land Percentage	100.00%		100.00%		100.00%
Assessment Ratio	0.8334		0.8941		0.9247
Mill Rate	0.020695				
Assessment Area					
Land Use	Size		Assessed Land		Assessed Improvements
COMMERCIAL	3.672 Acres		\$700,800		

SCHOOL ZONE INFORMATION

Elementary	Distance	Middle	Distance	High	Distance
Mount Horeb Primary Center		Mount Horeb Middle School		Mount Horeb High School	
1 to 2	1.5	6 to 8	1.1	9 to 12	1.2

VILLAGE OF MOUNT HOREB
PUBLIC HEARING
February 22, 2023

The Plan Commission/Historic Preservation Commission of the Village of Mount Horeb will hold a public hearing on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. The purpose of the hearing is to consider a Conditional Use Permit Application from Terry Kurth to allow a development of youth sport fields and potential construction of a field house and indoor swimming facility located at:

1920 Commerce Drive, parcel 0607-074-3511-1
1931 Commerce Drive, parcel 0607-074-3567-1
1940 Commerce Drive, parcel 0607-074-3522-1
1960 Commerce Drive, parcel 0607-074-3533-1
1980 Commerce Drive, parcel 0607-074-4012-1

Be it further notified that the Village Board, by its Plan Commission/Historic Preservation Commission, will hear all persons concerning all matters and/or objections written or oral at that time.

PUBLISH: Mount Horeb Mail February 2, 2023
 Mount Horeb Mail February 9, 2023

RESOLUTION 2023-02

CONDITIONAL USE PERMIT YOUTH SPORTS PLAYFIELDS AND FIELD HOUSE AND INDOOR SWIMMING FACILITY 1920, 1931, 1940, 1960 AND 1980 COMMERCE DRIVE

WHEREAS, County ID LLC are the property owners of parcels 0607-074-3511-1, 0907-074-3567-1, 0607-074-3522-2, 0607-074-3533-1 and 0607-074-4012-1 on Commerce Drive in the Village of Mount Horeb; and

WHEREAS, Terry Kurth has accepted offers to purchase said properties; and

WHEREAS, said properties are currently zoned PI-Planned Industrial in which the desired use to create sports playfields and an indoor recreation complex is not a permitted use but rather an allowable conditional use per Zoning Code 17.451(3)(a)(2); and

WHEREAS, an application for a Conditional Use Permit to allow the aforesaid desired use has been filed with the Village of Mount Horeb by Terry Kurth; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission/Historic Preservation Commission on February 22, 2023, after due notice thereof as required by law; and

WHEREAS, after due consideration and being fully advised in the premises, the Board of Trustees of the Village of Mount Horeb deems it to be in the best interest of the general public to allow the desired use of said property, as hereinafter set forth, as a conditional use; and

WHEREAS, the proposed use is consistent with the Comprehensive Plan.

WHEREAS, the Village Board concurs with the recommendation of the Plan Commission/Historic Preservation Commission.

NOW THEREFORE, the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

Section 1. The Conditional Use for the above referenced property will become effective following the completed sale of the property from COUNTY ID LLC to TERRY KURTH OR HIS ASSIGNEE.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that a Conditional Use Permit to allow sports youth sports playfields and field house and indoor swimming facility at the above referenced property in the Village of Mount Horeb, Dane County, Wisconsin is hereby effective following the completed sale of the property from COUNTY ID LLC to TERRY KURTH OR HIS ASSIGNEE.

Introduced and passed this March 1, 2023.

Randy J Littel, Village President

ATTEST:

Alyssa Gross, Village Clerk

DRAFT



AGENDA ITEM REPORT

MEETING DATE

February 22, 2023

PREPARED BY

AGENDA ITEM # 3.d

Application for Exterior Renovations at 108 S Second Street

BACKGROUND

The applicant is applying for renovations for a restaurant moving into the first floor and utilizing the outdoor space for a patio/dining area. The renovations include adding structures for an outdoor dining area, replacing an overhead and exterior entrance door, new signage and lighting updates. The exterior renovations will use materials consistent with the existing building materials.

RECOMMENDATION

ATTACHMENTS

1. Buck and Honeys Design Review & Cert of Appropriateness 2.22.23



MEMORANDUM

To: Village of Mount Horeb Plan Commission
From: Village Planner: Ben Rohr, AICP
Date: February 22, 2023
Re: Design Review & Certificate of Appropriateness for Façade Renovations to 108 2nd Street

Background

In 2016, the property owner received Conditional Use Permit approval for a Group Development with Indoor Commercial Entertainment, Outdoor Commercial Entertainment, and Indoor Sales Incidental to Storage or Light Industrial. The Martinson Hall project within the building was subsequently completed thereafter, but the ground floor remained vacant.

With a tenant now secured for the space, Steve Grundahl (property owner) has submitted a request for Design Review and Certificate of Appropriateness for a façade renovation at 108 2nd Street as part of the proposed Buck and Honey's restaurant. While the majority of the building renovations will occur inside, there are several proposed exterior changes, including:

- New outdoor seating area along the southern façade of the building on both the ground level and the 2nd floor balcony with matching black railings around each and matching railings around the main entryway stairs and ramp (eastern façade).
- New black metal canopy with removable cover over the ground floor outdoor seating area and a portion of the 2nd floor outdoor seating area balcony with new black chimneys for exhaust connecting the canopy to the rear façade.
- Infill of existing overhead garage door and man door openings on the eastern façade with the addition of a black metal open canopy and windows above the canopy.
- Infill of existing rear façade window and door openings with new black and white image mural artwork facing the outdoor seating area and new dark grey metal wall panels above the artwork.
- New signage on the eastern façade facing 2nd Street over the main entryway and along the northern façade facing Front Street.
- Reuse of existing exterior lighting on the southern and western façade with new string lighting added to the ground floor outdoor seating area.

The result will be a renovated façade that balances modern building materials with the historic look of the building, enhances the aesthetic interest of the building, and matches the balanced modern/historic look

of other existing building in the area. Outside of the changes above, the remainder of the exterior of the building will remain unchanged.

Because of its location along Front Street and 2nd Street in the Downtown area, and its contributing status to the historic downtown, these changes will require review and approval under both the Village's Design Review standards, and review and approval under the Village's Certificate of Appropriateness.

Design Review

Design Review by the Plan Commission is required under Section 17.14 of the Zoning Ordinance and is required for all development projects in the Village, except residential development with three or fewer dwelling units. Site Plan review also occurs under this process.

The first task of the Design Review process is to confirm that all requirements of the CB zoning district have been met and are reflected in the Site Plan. With the previously approved Conditional Use Permit for the property, the proposed building modifications comply with all requirements of the zoning district.

The Design Review requirements in Section 17.14(4)(b) identify 27 Design Directives. The Plan Commission has the ability to waive any Design Directive, and may add additional design requirements upon a finding that the additional design requirement would improve the project.

Village Planner's Comments on the Design Directives

The following analysis is arranged to match the presentation of Design Directives in Section 17.14(4)(b) of the Zoning Ordinance. Village Planner review comments are presented in the bulleted paragraphs following each directive. The check symbol indicates my review opinion that the design directive has been met.

1. Site Grading:

- a. The grading plan shall preserve existing grades to the greatest extent possible, particularly at the perimeter of the site.
✓ No change proposed.
- b. In no instance shall proposed grading create transitions to adjoining properties or rights-of-way that are unsafe, unstable or create drainage problems.
✓ No change proposed.
- c. Site grading shall also preserve or create an attractive site appearance in conjunction with the proposed development.
✓ No change proposed.

2. Existing Site Vegetation and Other Natural Features:

- a. The grading and development plans shall preserve, protect, and maintain important existing site vegetation as identified by the Plan Commission. Examples include hedgerows, groves and individual specimen trees.
✓ No change proposed.
- b. Topsoil used at the development site should be from on site, to the extent possible, particularly in areas under the drip line of preserved vegetation.
✓ No change proposed.

3. Site Layout Relation to Abutting Streets:

- a. In general, the layout of buildings, structures, pavement, parking and landscaping shall be compatible with the general pattern for similar land uses in the vicinity, as determined by the Plan Commission.
 - ✓ No change proposed.
- b. The general site layout shall result in an attractive appearance to all abutting streets, as determined by the Plan Commission.
 - ✓ No change proposed.

4. Building Setbacks:

- a. Building setbacks shall comply with the requirements of the zoning district, and with the additional requirements listed below in subparagraphs b. and c.
 - ✓ No change proposed.
- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, the entire street side of buildings shall be located at or within 3 feet of all abutting street rights-of-way, unless an exception is granted through the conditional use process.
 - ✓ No change proposed.
- c. Within the CTH ID corridor between STH 78 and USH 151, the entire street side of buildings shall be located at or within 30 feet of all abutting street rights-of-way, unless an exception is granted through the conditional use process. Parking shall not be permitted in this area. Drives for one-way circulation and/or emergency vehicle access may be permitted through the conditional use process.
 - ✓ Not applicable.

5. Building Height:

- a. Building heights shall comply with the requirements of the zoning district, and with the additional requirements listed below in subparagraphs 5.b. and 5.c.
 - ✓ No change proposed.
- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, building heights shall be a minimum of 20 feet and shall be a minimum of 2 stories, unless an exception is granted through the conditional use process.
 - ✓ Not change proposed.
- c. Within the CTH ID corridor between STH 78 and USH 151, building heights shall provide a functional or decorative building tower or related architectural feature that exceeds the height of majority of the building facade by at least 7 feet, unless an exception is granted through the conditional use process. Roofs, and roof appurtenances such as cupolas, shall not count toward this requirement.
 - ✓ Not applicable.

6. Building Mass:

- a. Buildings over 5,000 square feet of gross floor area shall be subject to the requirements for large developments. The following requirements for large developments are applicable to the proposed project:

- Building materials. Exterior building materials shall be of comparable aesthetic quality on all sides. Building materials such as glass, brick, tinted and decorative concrete block, stone, wood, stucco, and exterior insulation and finish systems (EIFS) shall be used, as may vinyl, on a portion of residential structures, as determined appropriate by the Plan Commission. Decorative architectural metal with concealed fasteners or decorative tilt-up concrete panels may be approved if incorporated into the overall design of the building.
 - ✓ The proposed project meets this requirement by providing glass, brick, and accent decorative metal on the portion of the building where changes are proposed.
- Overall building design. Building design shall be subject to Plan Commission approval, and shall forward the aesthetic objectives of the Village for the community, the vicinity and the subject property.
 - ✓ The proposed project meets this requirement by improving the two facades of the building and advancing aesthetic objectives of the community.
- Building entrances. Public building entryways shall be clearly defined and highly visible on the building's exterior design, and shall be emphasized by on-site traffic flow patterns. Two or more of the following design features shall be incorporated into all public building entryways: canopies or porticos, overhangs, projections, arcades, peaked roof forms, arches, outdoor patios, display windows, distinct architectural details. Where additional stores will be located in the principal building, each such store shall have at least one exterior customer entrance that shall conform to the above requirements.
 - ✓ The proposed project meets this requirement by improving the main entryway with matching metal railings and already has an existing canopy.
- Building color. Building facade colors shall be nonreflective, subtle, neutral, or earth tone. The use of high-intensity colors, metallic colors, fluorescent colors or black on facades shall be prohibited. Building trim and architectural accent elements may feature bright colors or black, but such colors shall be muted, not metallic, not fluorescent, and not specific to particular uses or tenants. Standard corporate and trademark colors shall be permitted only on signage, subject to the limitations in Article XVI, Signs.
 - ✓ The proposed project meets this requirement through the use of non-metallic metal accent features within the proposed façade improvements.

7. Building Facades:

- a. Long building facades shall be visually broken up and variegated with staggers and offsets as determined appropriate by the Plan Commission.
 - ✓ The proposed project meets this requirement by improving the rear façade of the building with proposed artwork, variation in materials, and canopies.
- b. All building facades facing streets, drives or parking areas shall provide regularly spaced openings for windows and doors, and regularly spaced decorative elements such as piers and columns. The size and spacing of these features shall be compatible with nearby structures that meet this requirement, as determined by the Plan Commission.
 - The proposed project includes infilling existing windows and doors on the southern façade and adding metal accent materials, wall artwork, and a metal canopy. Additionally, on the

eastern façade, the proposed project includes infilling the existing overhead garage door and man door with a black façade (of unknown material), metal canopy, and small windows above. While infilling window and door openings are counter to this requirement, the applicant has proposed to replace each with additional decorative elements that compliment the architectural style of the building. The Plan Commission should discuss and determine whether this approach meets this requirement or not.

- c. All building facades facing streets, drives or parking areas shall provide a pattern of upper story openings that is compatible with the pattern established by the ground floor, as determined by the Plan Commission.
 - ✓ No change proposed.
- d. Within the downtown zoning district, and particularly along Main Street and the commercially developed portions of intersecting streets, building facades shall employ traditional storefront design by providing pilasters, transom windows, cornices, lintels and related decorative details to highlight transitions between the ground floor and upper stories and between upper stories and the parapet.
 - ✓ No change proposed.

8. Exterior Building Materials:

- a. Exterior materials for multifamily, office, or commercial buildings may not include metal wall panels, concrete panels, plain concrete block, asphalt, or spandrel window panels, unless an exception is granted through the conditional use process.
 - There is one area of proposed metal wall panel material on the rear façade, but it is used as a decorative accent feature. I recommend that this requirement be waived.
- b. Hard and durable materials including decorative block, brick or stone, shall be required on all exterior portions of the structure within 40 inches of the adjacent grade.
 - It is unknown whether or not the proposed artwork addition to the southern façade will be painted on the brick façade or be placed over it. It is unknown if this requirement is met.

9. Exterior Building Colors:

- a. Exterior colors of all buildings, structures, appurtenances and paving shall be compatible and harmonious with those of existing buildings in the immediate area which conform to these design requirements, as determined by the Plan Commission.
 - i. Within the downtown area, the Victorian color palette shall be used, or other colors must be approved by the Plan Commission.
 - The majority of the building is proposed to remain unchanged and reflect the Victorian color palette. The southern façade on the lower level of the building is proposed to be a combination of metal wall panels, metal canopy, and artwork. The Plan Commission should discuss and determine if this meets the requirements or not.
 - ii. Throughout the rest of the Village primary colors, including red, blue, green, yellow, black, and fluorescent colors shall not be permitted. Where an integral part of site design, muted versions of these colors may be used, as approved by the Plan Commission.
 - ✓ Not applicable.
 - iii. High gloss paints and other exterior finishes are not permitted.
 - ✓ This requirement is met.

- iv. Color patterns shall be used consistently throughout the property, as determined by the Plan Commission.
 - ✓ This requirement is met. The color patterns proposed are consistent throughout the façades with similar colors used throughout.

10. Exterior Doors:

- a. All exterior doors visible from streets, drives or parking areas shall provide decorative design elements.
 - ✓ This requirement is met.

11. Windows:

- a. Spandrel panels, mirrored glass or heavily-tinted windows are not permitted. Where screening is desired, vertical or horizontal strip blinds may be used.
 - ✓ This requirement is met.
- b. Windows may not be obscured by paper or other attached materials on more than 5% of any individual window panel.
 - ✓ This requirement is met on all portions of the building. Continual compliance is required after building occupancy.

12. Roofs:

- a. Roof forms and materials shall be compatible and harmonious with those of existing buildings in the immediate area which conform to these design requirements, as determined by the Plan Commission.
 - ✓ This requirement is met.
- b. Metal roofs shall not be used for multifamily, office or commercial buildings, unless an exception is granted through the conditional use process.
 - ✓ This requirement is met. There are no changes proposed to the roof.
- c. Roof forms shall be designed to accommodate the requirements in subparagraphs 5.c. and 7.d., above.
 - ✓ This requirement is met. There are no changes proposed to the roof.
- d. Rooftop mechanical equipment shall not exceed the elevation of the lowest point of the surrounding building parapet or roof.
 - ✓ This requirement is met. There are no changes proposed to the roof.

13. Exterior Building Appurtenances:

- a. Building facades shall be uncluttered by the minimal use and careful placement of brackets, wiring, meter boxes, antennae, gutters, downspouts and other appurtenances. Where necessary, such features shall be colored to blend in, rather than contrast, with the immediately adjacent building exterior.
 - ✓ This requirement is met.

14. Awnings:

- a. Awnings, where approved by the Plan Commission, shall complement the character of the building.
 - ✓ This requirement is met.

- b. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation may be used. Metal canopies are prohibited.
 - The existing canopies are metal and so are the proposed new canopies. This requirement is not met. However, each match one another, accent the architecture of the building, and match other existing buildings in the area. As such, I recommend this requirement be waived.
- c. Backlighting is prohibited.
 - ✓ This requirement is met. No backlighting is proposed.

15. Trash Containment Structures:

- a. Trash containment structures shall be designed to fully conceal trash storage.
 - ✓ No change proposed.
- b. Trash containment structures shall be constructed in the same materials and colors as the ground floor of the principal building.
 - ✓ No change proposed.
- c. Wood or synthetic wood gates shall be used and shall be arranged in a pattern to provide complete opacity. Metal panel gates and metal fence gates with strips are prohibited.
 - ✓ No change proposed.

16. Freestanding Canopy Structures:

- a. Freestanding canopy structures, such as those providing shelter at a gas station or drive-up banking station, shall be designed to complement the design of the principal building, as determined by the Plan Commission.
 - ✓ Not applicable.
- b. Canopy roofs shall employ the same pitch, materials and colors as the roof of the principal building, unless an exception is granted through the conditional use process.
 - ✓ Not applicable.
- c. Canopy supports shall be decorative in nature and shall employ the same materials and colors as the principal building. Exposed nondecorative supporting poles are not permitted.
 - ✓ Not applicable.

17. Other Structures:

- a. Outbuildings shall employ the same high-quality exterior building materials as used on the principal building.
 - ✓ No change proposed.
- b. Walls and fences shall employ high-quality materials such as metal pickets, stone, decorative block or brick which complement the principal building, as determined by the Plan Commission.
 - ✓ This requirement is met. The proposed fence railing is black metal.

18. Exterior Lighting:

- a. All exterior lighting shall use decorative fixtures, as approved by the Plan Commission. Such fixtures shall be consistent in design theme throughout the site.

- ✓ This requirement is met. The applicant has indicated that all existing exterior lighting is planned to remain outside of the addition of string lights over the ground floor patio space.
- b. All exterior light bulbs shall not be visible from beyond any property line. Directional or cutoff fixtures shall be used to meet this requirement.
 - This requirement is not met. The proposed string lights over the ground floor patio are not cutoff fixtures. However, due to the number of string lights that already exist on patio spaces downtown, I recommend this requirement be waived.
- c. Lighting at the property lines shall not exceed 0.5 footcandles over ambient conditions.
 - ✓ This requirement is met.
- d. Maximum lighting shall not exceed 10.0 footcandles on the site, except in areas serving in-vehicle uses such as drive-up windows and fueling areas. In such locations, maximum lighting shall not exceed 25.0 footcandles.
 - ✓ This requirement is met.
- e. Freestanding light fixtures shall not exceed a total height of 20 feet.
 - ✓ No changes proposed.

19. Exterior Signage:

- a. Exterior signage shall complement the design of the overall site, as determined by the Plan Commission.
 - There are three total signs proposed including a painted wall sign along the northern façade, a canopy sign on the eastern façade, and a projecting sign along the eastern façade. Each uses a similar design, but different unique format. I believe that the exterior signage proposed does complement the overall sign design, however the Canopy Sign over the front entryway does not meet the requirements of the Sign Ordinance because it extends above the canopy frame and lettering exceed 8 inches in height. The Plan Commission should discuss and determine if this meets the requirements or not.
- b. Freestanding sign supports shall be decorative in nature and shall employ the same materials and colors as the principal building. Exposed nondecorative supporting poles are not permitted.
 - ✓ No freestanding signs are proposed.

20. Outdoor Display or Storage:

- a. All outdoor display and/or storage areas must be clearly depicted and labeled on an approved site plan. Said label shall specify the general types of materials to be displayed or stored, including: retail or rental display; retail or rental vehicle display; long-term business vehicle storage; equipment storage; refuse storage; scrap equipment or vehicle storage.
 - ✓ The proposed outdoor seating area is depicted on the submitted plans. This requirement is met.
- b. Outdoor storage areas shall be adequately screened from view from adjacent properties and streets, drives and parking areas, as determined by the Plan Commission.
 - ✓ No outdoor storage is proposed.

21. Pavement Materials:

- a. All traffic circulation, parking and pedestrian areas shall be provided with a hard, durable surface such as concrete, asphalt, pavement blocks or bricks. Gravel is not acceptable.
 - ✓ No change proposed.
- b. Durable, porous pavement techniques are encouraged, and the overall coverage of pavement on all sites should be minimized so as to reduce stormwater runoff.
 - ✓ No change proposed.

22. Pedestrian Facilities:

- a. Public sidewalks or multipurpose paths shall be required along all street frontages, per Village standards.
 - ✓ No change proposed.
- b. Paved pedestrian connections are required between all street frontage pedestrian facilities and public doorways. Said connections shall be a minimum of 5 feet wide.
 - ✓ No change proposed.
- c. Where pedestrian connections cross vehicle circulation areas, a crosswalk clearly delineated by color and/or texture is required.
 - ✓ No change proposed.

23. Traffic Circulation:

- a. Traffic circulation patterns shall be safe and understandable by vehicle operators, as determined by the Plan Commission.
 - ✓ No change proposed.
- b. Traffic patterns which are determined as too complicated by the Plan Commission shall be prohibited. Complications may be identified due to steep grades, inadequate throat depths, offset intersections, too many intersections within a particular area, dangerous and conflicting traffic movements, movements compromised by limited visibility, or restricted turning radii for the types of vehicles likely present on the site.
 - ✓ No change proposed.
- c. No traffic circulation shall be permitted within 10 feet of a street or drive right-of-way or easement, nor within 5 feet of any other property line, except within the downtown area, or as approved as through the conditional use process.
 - ✓ No change proposed.
- d. Within the CTH ID corridor between STH 78 and USH 151, refer to subparagraph 4.c. above regarding limitations on drives located adjacent to street rights-of-way.
 - ✓ No change proposed.

24. Parking:

- a. All parking areas located within required principal building setback areas shall be visually screened from streets by a continuous landscaped hedge, fence, wall or berm with a minimum height of 40 inches over the elevation of the adjacent portion of the parking lot at time of installation. Gaps in this hedge are permitted for pavement approved as part of the site design.
 - ✓ No change proposed.

- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, parking shall not be located along a street frontage unless an exception is granted through the conditional use process.
✓ Not change proposed.
- c. Within the CTH ID corridor between STH 78 and USH 151, refer to subparagraph 4.c. above regarding the prohibition of parking adjacent to street rights-of-way.
✓ Not applicable.
- d. Bicycle parking shall be provided at a rate of one bicycle space for every 10 vehicle parking spaces up to a total of 20 bicycle spaces.
✓ No change proposed.

25. Building Foundation Landscaping:

- a. A minimum 10-foot wide landscaping bed or planter shall be provided along at least 50% of each wall facing a street, drive or parking area, except within the downtown area.
✓ Not applicable.
- b. This bed or planter shall be located adjacent to or within 10 feet of the building foundation.
✓ Not applicable.
- c. This bed or planter shall be landscaped appropriately as determined by the Plan Commission.
✓ Not applicable.

26. Street Frontage Landscaping:

- a. A minimum 10-foot wide landscaped area shall be provided adjacent to the frontage of all streets and drives, except within the downtown area.
✓ Not applicable.
- b. This area shall be landscaped appropriately as determined by the Plan Commission. At minimum, one canopy-type street tree (maple, oak, hickory, ginkgo, honey locust or similar species) shall be required for every 50 feet of street or drive frontage, except within the downtown area. Said trees shall be a minimum 2-inch to 2.5-inch caliper.
✓ Not applicable.

27. Parking Lot Landscaping:

- a. Parking lot landscaping shall comply with the requirements of §17.136
✓ Not applicable.
- b. Subsection 24.a., above, shall also apply along street and drive frontages.
✓ Not applicable.
- c. Subsection 24.c., above, shall also apply along CTH ID.
✓ Not applicable.

Village Planner's Recommendations Regarding the Site Plan and Design Review:

If acceptable to the Plan Commission, the Village Planner recommends the Plan Commission make, consider, and adopt a motion that finds the proposed exterior changes to be fully consistent with the requirements of the Zoning Ordinance, inclusive of full and continuous compliance with the submittal documents, and with any conditions identified by Village Staff and the Plan Commission, as indicated below:

1. Site Plan and Design Review packet, including the following:
 - a. 7.b. Plan Commission discussion and action on either:
 - i. Waiving the requirement for window and door openings on façades facing a street (allow them to be infilled on the eastern and southern facades as proposed)
 - ii. Requiring resubmittal keeping the window and door openings in place
 - b. 9.a.i. Plan Commission discussion and action on either:
 - i. Waving the color palette requirements for the lower portion of the southern façade that is proposed to be metal wall panels, artwork, and a metal canopy
 - ii. Requiring resubmittal with alternative colors proposed on the rear lower portion of the façade
 - c. 19.a. Plan Commission discussion and action on either:
 - i. Waving the signage design standards for Canopy Signs
 - ii. Requiring resubmittal of the signage plan that meets all requirements of the ordinance
 - d. 8.a. Waive the metal wall panel requirement.
 - e. 14.b. Waive the requirement related to metal canopies.
 - f. 18.b. Waive the requirement related to non-cutoff light fixtures for the string lights proposed.
2. Any other comments or recommendations of the Village Engineer, Village Fire Department, and/or Plan Commission.

Certificate of Appropriateness

Certificate of Appropriateness review by the Plan Commission is required under Section 17.17 of the Zoning Ordinance and is required for all development projects that involve the alteration, rehabilitation, construction, reconstruction, or demolition of a historic structure, historic site, or any other improvement in the historic district.

Under its review responsibilities in Section 17.174(b), the Plan Commission shall approve an application for a Certificate of Appropriateness, unless it finds one or more of the following impacts will occur:

- a. In the case of a designated historic structure of historic site, the proposed work would detrimentally change, destroy or adversely affect any exterior feature of the improvement or site upon which said work is to be done;
- b. In the case of the construction of a new improvement upon a historic site, or within a historic district, the exterior of such improvement would adversely affect or not harmonize with the external appearance or other neighboring improvements on such site or within the district;

- c. In the case of any property located in a historic district, the proposed construction, reconstruction, exterior alteration or demolition does not conform to the purpose and intent of this section and to the objectives and design criteria of the historic preservation plan for said district;
- d. The building or structure is of such architectural or historical significance that its demolition would be detrimental to the public interest and contrary to the general welfare of the people of the village state;
- e. In the case of a request for the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner is self-created or is the result of any failure to maintain the property in good repair.

If the Commission determines that the application for a Certificate of Appropriateness and the proposed changes are consistent with the character and features of the property or district, it shall issue the Certificate of Appropriateness.

Village Planner's Analysis & Recommendation Regarding the Certificate of Appropriateness

I believe the proposed façade renovation complies with standards outlined above. I have no recommended changes for the project design.

Therefore, after discussion and questions by the Plan Commission about the project, I recommend that the Plan Commission make a finding that the proposed project (including any additional design requirements identified by the Plan Commission) does not have any adverse effect on the historic nature of the building, on the historic nature of nearby properties, or on the overall historic integrity of the Downtown Historic District.

If acceptable to the Plan Commission, the Village Planner recommends the Plan Commission make, consider, and adopt a motion that finds the proposed project is fully consistent with the requirements of the Zoning Ordinance, inclusive of full and continuous compliance with the submittal documents, and with any conditions identified by Village Staff and the Plan Commission; and therefore approves the requested Certificate of Appropriateness.

CERTIFICATE OF APPROPRIATENESS

APPLICATION & INSTRUCTIONS *(no fee)*

Parcel ID Number# 157

Address of Property: 108 S 2nd St, Mt Horeb, WI

Property Owner:

Name: Steve Grundahl

Street Address: 10949 Blackhawk Dr.

City: Blue Mounds State: WI Zip: 53517

Daytime telephone number: (608) 712-1445

Email: SGrundahl@outlook.com

Applicant (if different from owner): Jennifer Camp

Street Address: 800 W. Broadway, Suite 200

City: Monona State: WI Zip: 53713

Daytime telephone number: (920) 268-6508

Email: jcamp@jla-ap.com

Description of Project

A. Describe proposed work, materials to be used, and impact on existing feature:

The construction is primarily an interior renovation for a restaurant;
however, see attached images and descriptions for changes and updates
to the exterior.

B. List any attachments (photos, sketches, floor plans, etc.):

- 1) Illustration with existing pictures and new 3D image explaining the changes,
- 2) Exterior Signage Package,
- 3) Construction Documents

Signature of applicant:  Date: 02-14-2023

Return to: Zoning Administrator, 138 E. Main Street, Mount Horeb WI 53572

PLAN COMMISSION REVIEW

Date of Review _____ Application: Approved: _____ Denied: _____

Specific conditions of approval: _____

Instructions:

To receive approval for renovations in the Central Business District (CB) and designated or historic structure sites and districts, it is necessary for the applicant to complete the enclosed application form and return it with a copy of the plans, drawings, specifications, and if necessary, supplemental materials. This application is to be filed with the Zoning Administrator at least seven (7) days before the meeting of the Plan Commission at which the application is to be reviewed. In general, documentation submitted with the application is non-returnable, with the exception of historic photographs, etchings, lithographs, original blueprints and drawings, or other special materials. Any alterations to designated historic structures or structures within a designated site shall comply fully with Chapter 17.17 of the Mount Horeb Municipal Code. Any alterations to structures within the CB Zoning District shall comply with Chapter 17.43 of the Mount Horeb Municipal Code.

1. NAME AND MAILING ADDRESS OF OWNER

Provide the name, address, and telephone number of the owner. If there are multiple owners of real interest, include all parties using a separate sheet of paper if necessary. Provide the name, address, and telephone number of the applicant if different from the owner.

2. ATTACHMENTS

Provide a copy of the plans, renderings, drawings, and written specifications of the alteration. To supplement your application, you may also wish to submit photographs, slides, material samples, site plans, sketches, historical documentation, or anything else that will illustrate to the Commission and staff the effect of the proposed change.

3. DESCRIPTION OF PROJECT

Complete a separate item for each type of exterior architectural feature affected, such as windows, roofs, porches, cornices, or masonry. Briefly describe the feature or materials and give the approximate date that it was constructed if known. Describe in detail the proposed work and how it will impact the existing feature. Use as many items as necessary to cover all aspects of the project. If more space is needed, continue on a separate page. Reference work items to accompanying drawings or photographs.

4. SIGNATURE OF APPLICANT

All applications must be signed and dated.

If you have any questions or need assistance in completing this form, please contact the Village Administrator at (608) 437-6884.



Existing Building

All new railings to match color and style of this 2nd floor balcony's railing

Infill windows & door

Reuse existing exterior lighting



New Dark Grey Wall Panels or Paint

New Black Chimneys for Exhaust to match canopies

Proposed Buck & Honey's



Reuse existing exterior lighting, add string lights at outdoor canopy

Black & White Images (TBD)

New railing to match 2nd floor

New signage

New railing to match 2nd floor

Black Metal Canopy with Removable Cover

Black Metal Open Canopy

Replace overhead and man door with infilled wall and some windows - color to match existing



Existing Building



JLA
ARCHITECTS

Proposed Buck & Honey's in Mt. Horeb Illustration for Certificate of Appropriateness

02-07-2023

Village of Mount Horeb

138 East Main Street
Mount Horeb Wisconsin 53572

DESIGN REVIEW APPLICATION

Applicant Name: Jennifer Camp

Address: 800 W. Broadway, Suite 200

Telephone Number (daytime): 920-268-6508

Address of project if different: 108 S 2nd St, Mt Horeb, WI

Zoning Classification of project: CB - Central Business

Fee paid (\$100-see back side of application): _____

Plan Submittal Checklist attached: Yes

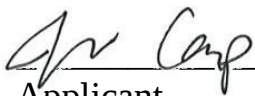
Landscape Plan Submittal Checklist attached: No

Design Review Parking Lot Application Required: Yes

Design Review Parking Lot Application Submitted: Yes

Project Description: _____

Renovation of existing building into a restaurant with kitchen, dining, bar and exterior patio space.



Applicant

02-14-2023

Date

Zoning Administrator

Date

I HEREBY ACKNOWLEDGE RECEIPT OF WRITTEN PLAN COMMISSION
APPROVAL FOR THE ABOVE PROJECT, AND AGREE TO MEET THE
CONDITIONS INCLUDED IN THE APPROVAL.

SIGNED: _____

DATE: _____

17.14 DESIGN REVIEW

(3) ADMINISTRATION

- (a) The Building Inspector or the Village Administrator, or his/her designee, shall advise applicants when they apply for building permits or land disturbing activity permits or other approvals or permits whether design review applies. If design review applies, the applicant will be given checklists, application forms and timetables. These documents shall have prior Plan Commission approval as to format and content. Applicants may request and have pre-application conferences with staff.
- (b) Completed applications and supporting materials must be filed in the Village office at least 20 days prior to a scheduled Plan Commission meeting so as to allow sufficient time for review by staff prior to placement on the Plan Commission agenda. Staff must be satisfied that a complete packet of information will be available to the Plan Commission prior to the commencement of the Plan Commission meeting at which the item is set for design review.
- (c) Each application shall be accompanied by a fee of \$100, payable to the Village Treasurer. In addition, each applicant under this subsection shall reimburse the Village for all professional fees, including reasonable engineering and legal review fees, incurred by the Village in connection with each application.
- (d) The Plan Commission will review a design application at a meeting set for such purpose. Following such review, discussions with applicants and agents, and discussion with the Plan Commission and with staff, the Commission shall, within 45 days of its initial review meeting, render a decision of approval, conditional approval or rejection. Decisions shall be in writing and shall identify those elements of the approved design which the Commission intends to be mandatory. Applicants shall sign acknowledgments of receiving the written Plan Commission design review decision prior to being issued a building or land disturbing activity permit. Failure to render a decision within the required time period shall be deemed a rejection for the application. The Plan Commission may, in cases requiring additional time for review, extend, for no more than 45 additional days, the time within which to render its decision.
- (e) A project that has had design review and that has a building or land disturbing activity permit is approved for execution only in accord with the directives included in the design review approval. Construction or execution that deviates from directives may not occur within terms of this chapter without prior Village approval. The Village Administrator, or his/her designee, is responsible for determining whether to give staff approval to such deviations on a finding that they are minor variations as to the Plan Commission's decision or whether full Plan Commission review and approval is needed upon a finding that the deviations are major.
- (f) An approved Design Review application shall be valid for a three (3) year period from the date of approval. A building permit for the improvement or change approved by the Design Review application must be issued before the three year period has expired. After the period has expired, the applicant must start the approval process over and resubmit a new Design Review application.

PLAN SUBMITTAL CHECKLIST

Project: _____

Submitted by: _____

Dated submitted: _____

NOTE: Please include each applicable item listed below with all formal plan submittals. All lines should be checked. Mark "N/A" if the item does not apply. All plans must be submitted with this checklist as a single package no later than twenty (20) days prior to presentation at Plan Commission/Historic Preservation Commission.

NA 1. Show existing and proposed contours at an interval suitable to the topography and project. Contours should extend a minimum of 20 feet beyond property lines and nearby berms and swales and at least to the backs of curbs.

NA 2. Show square footage of:

- ___ a. Lot or parcel .25 acres
- ___ b. Existing impervious surface
- ___ c. Proposed total impervious
- ___ d. Existing building
- ___ e. Proposed total building
- ___ f. Existing parking and pavement
- ___ g. Proposed total parking and pavement

X 3. Show all relevant dimensions including:

- X a. Buildings
- NA b. Parking stalls
- X c. Driveway widths
- NA d. Setbacks to buildings and other improvements
- X e. Parking lot aisles, turnarounds, turning radii, etc.
- NA f. Distance from driveway to street corner if under 200 feet Reusing existing driveway
- X g. Sidewalk, walkway and handicap ramp widths and locations with respect to street and right-of-way
- NA h. Widths of abutting R.O.W.'s, roadways, and terraces.

X 4. Show dimensions and bearings of property lines.

X 5. Show North Arrow and scale of drawing.

NA 6. Show Village bench mark location and elevation to NGS datum.

X 7. Show all existing and proposed surface materials (grass, bituminous, concrete, etc.).

- NA 8. Show total number of required and proposed parking stalls. Street Parking
- NA 9. Show handicap parking stall and ramp locations. Street Parking
- X 10. Show up or down arrows on loading or other ramps.
- X 11. Show existing, proposed, and adjoining driveway approaches.
- NA 12. Show removal and replacement to Village Specifications of concrete curb and gutter for all new curb cuts or as otherwise required. Reusing existing driveway
- NA 13. Show rim and invert elevations of all drainage structures.
- NA 14. Design surface drainage to bypass dumpster locations.
- NA 15. Indicate proposed direction of roof drainage and show location of all roof gutter downspouts. Existing roof
- NA 16. Show all existing and proposed public and private utility locations on and adjacent to site.
- X 17. Show location of nearest existing Village of Mt. Horeb fire hydrants and proposed Village and private fire hydrants.
- X 18. Show location and screening of refuse containers.
- X 19. Show how recyclable materials will be handled.
- X 20. Show proposed lighting for site including location, pole height, luminaire type and manufacturer's specifications. See attach diagram for existing lighting locations. Will add string lights at outdoor patio canopy.
- X 21. Provide drawings of proposed building with elevation views showing proposed materials and colors.
- NA 22. Include elevation view of rooftop mechanicals and required screening design materials and colors. To match existing screening
- X 23. Include name of designer.

APPENDIX 1

PARKING AREA
APPLICATION WORKSHEET

PORTION TO BE COMPLETED BY APPLICANT:

Project Location/Address: 108 S 2nd St, Mt Horeb, WI

Owner/Applicant: Jennifer Camp

Address: 800 W. Broadway, Suite 200

Phone: 920 268-6508

Date of Application: 02-07-2023

1. The land use or development to be served by the proposed parking area: NA

2. Number of projected employees and/or students: 70 employees

3. Square feet of floor area: 15,478 sf

4. Capacity of the facility (if applicable): 558 max occupants

5. Number of dwelling units (if applicable): NA

Efficiencies_____ 1 Bedroom_____ 2 Bedroom_____ More than 2 Bedroom_____

PORTION TO BE COMPLETED BY ZONING ADMINISTRATOR:

6. Minimum number of spaces required:_____

7. Minimum number of spaces for handicapped:_____

8. Minimum number of canopy trees under the canopy tree requirement:_____

9. Minimum number of points under the landscape element point system requirement:_____

10. Linear feet of screening from nearby residentially zoned property:_____

Location of Screening:_____



BUCK N HONEY'S – MOUNT HOREB

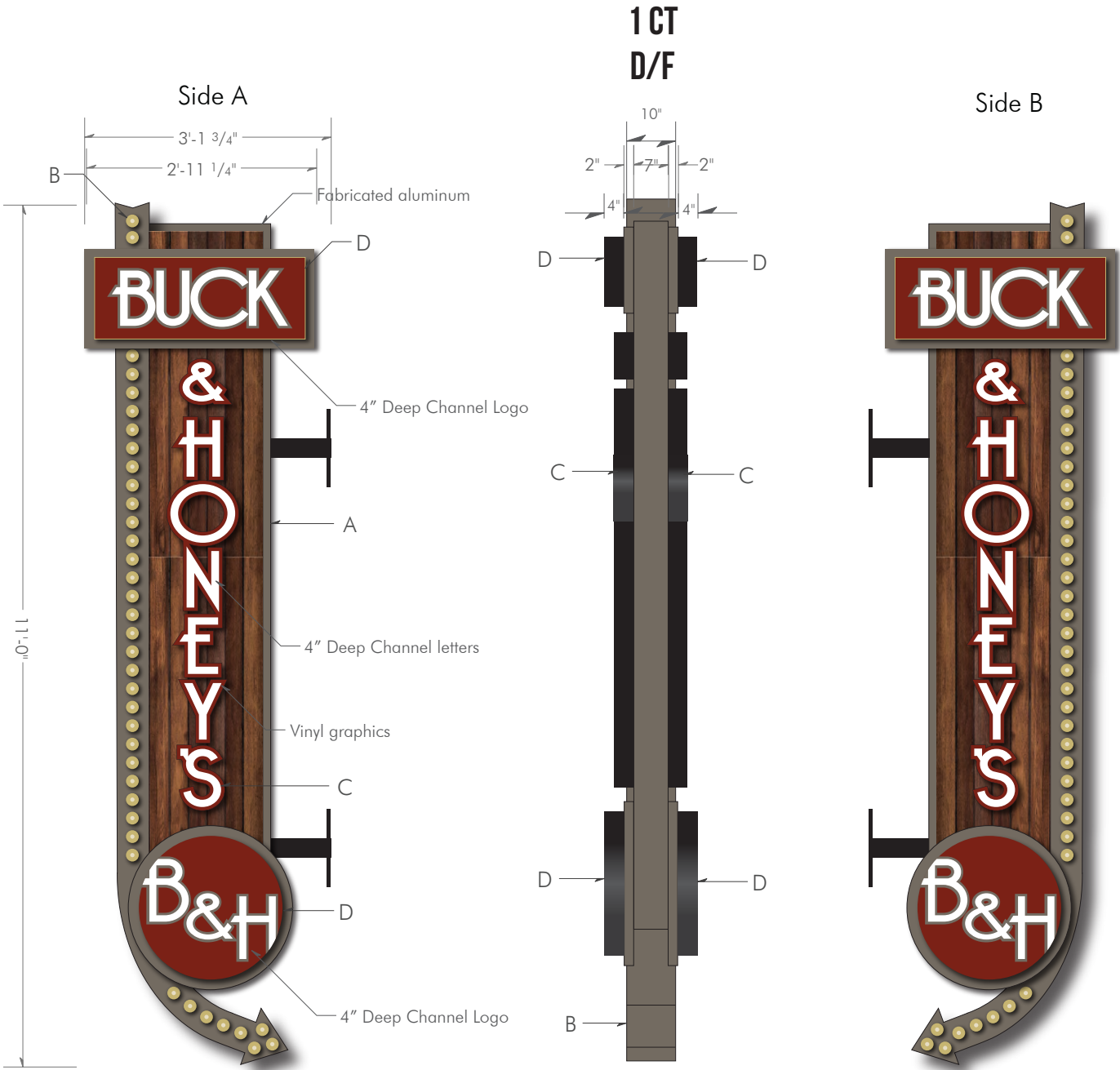
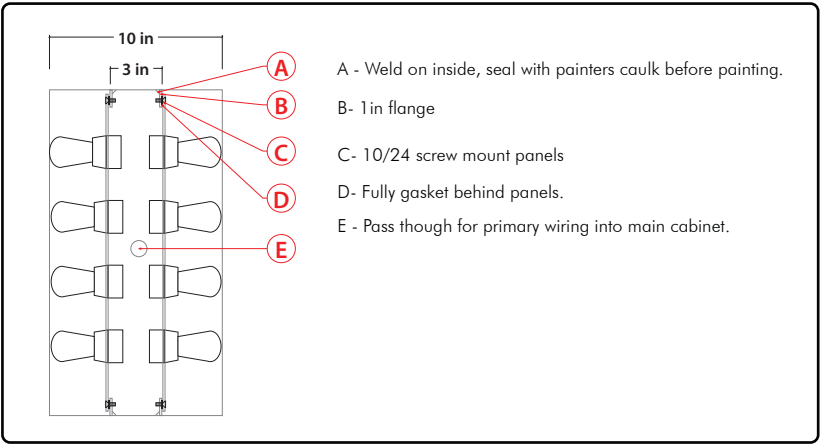


108 SOUTH 2ND STREET, MOUNT HOREB, WI-SITE MAP



East Elevation 1/8" scale

Bulb detail



KEY NOTES:

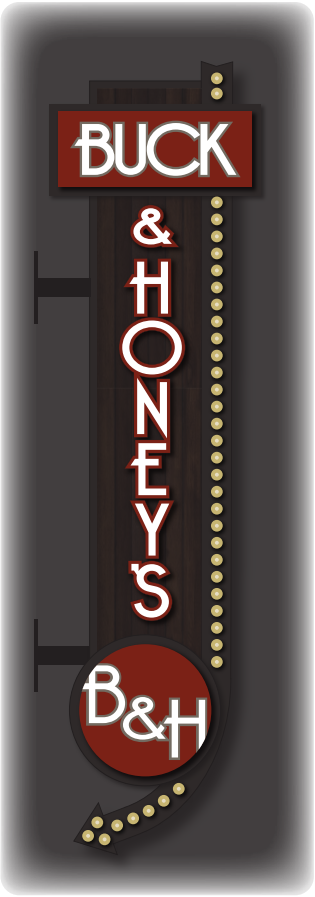
- A - D/F Illuminated Blade sign concept
Aluminum construction with wood or wood composite cladding
- B - Ushio s14 bulbs
- C - 4" Deep Channel letters with Black returns and black trim cap. Vinyl graphics on face to be 3M burgundy 3630-049
- D - 4" Deep Channel cabinets with Black returns and black trim cap. Vinyl graphics on face to be 3M burgundy & 3M Shadow Grey 3630-071

FINISHES:

- 3M Burgandy 3630-049 (C,D)
- Paint to match Shadow Grey (A)
- White Acrylic Faces
- Black (Returns & Trim cap)
- 3M Shadow Grey 3630-071 (D)

CALCULATIONS:

Night View



makesignsnotwar.com
325 W Front St, Mount Horeb, WI 53572

CUSTOMER APPROVAL: _____ DATE: _____ LANDLORD APPROVAL: _____ DATE: _____

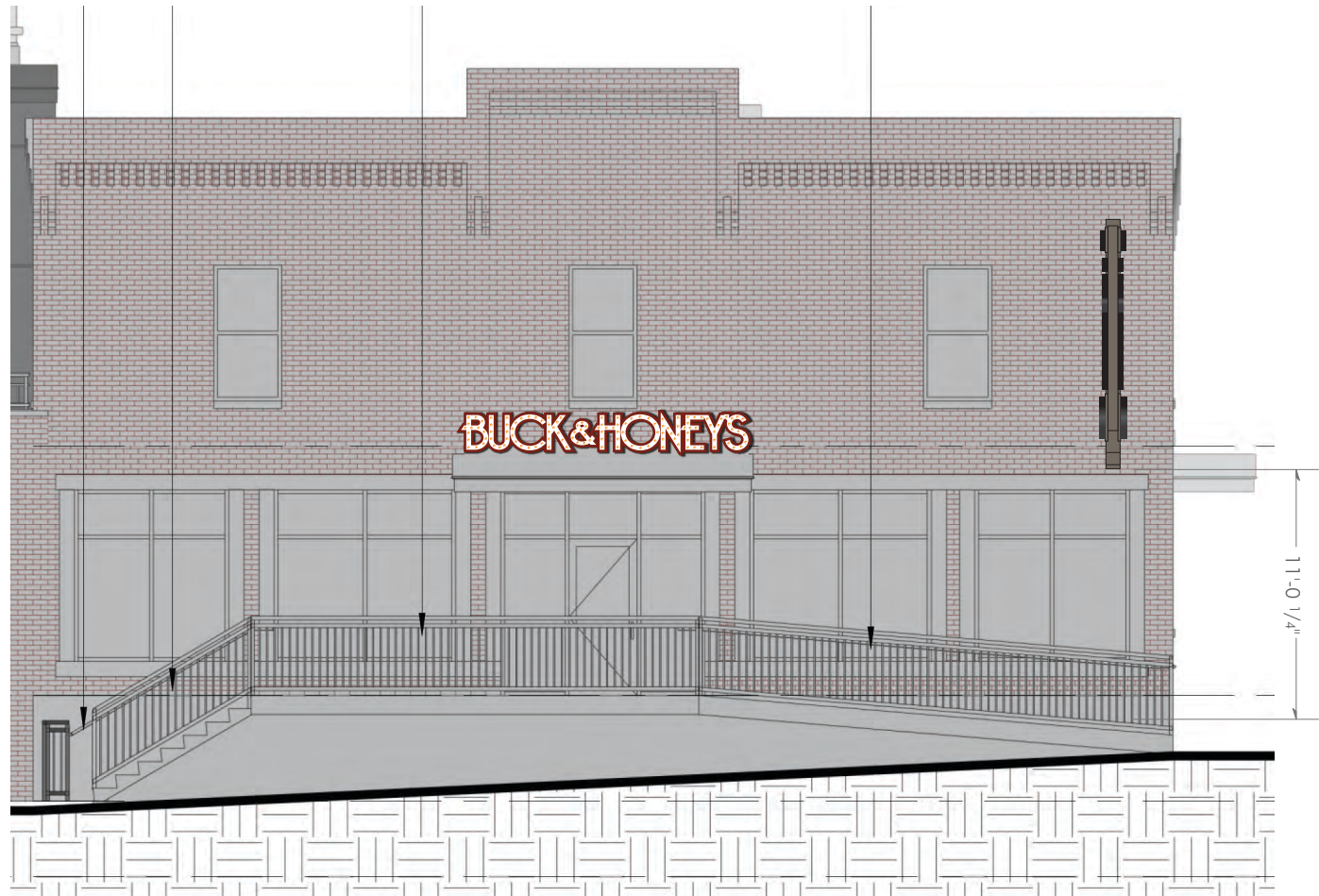
By signing this approval you are hereby authorizing Sign Art Studio LLC to proceed with the work as described. Any deviation from these specifications will become the customer's financial responsibility.

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BUCK N HONEY'S - MOUNT HOREB



East Elevation 1/8" scale

Night View



KEY NOTES:

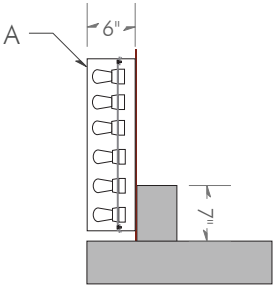
A - Open Face lit channel letters with Ushio s14 bulbs backer plate to be .080 aluminum . All white paint on channel letters. Letter backer painted 188c.

B - Raceway paint to match awning color

FINISHES:

- 3M Burgandy PMS 188C (logo face, letter backer)
- White Acrylic Faces (logo face, A)
- White Returns (A)
- Paint to match awning color/ need color (B)

CALCULATIONS:



makesignsnotwar.com
325 W Front St, Mount Horeb, WI 53572

CUSTOMER APPROVAL: _____ DATE: _____ LANDLORD APPROVAL: _____ DATE: _____

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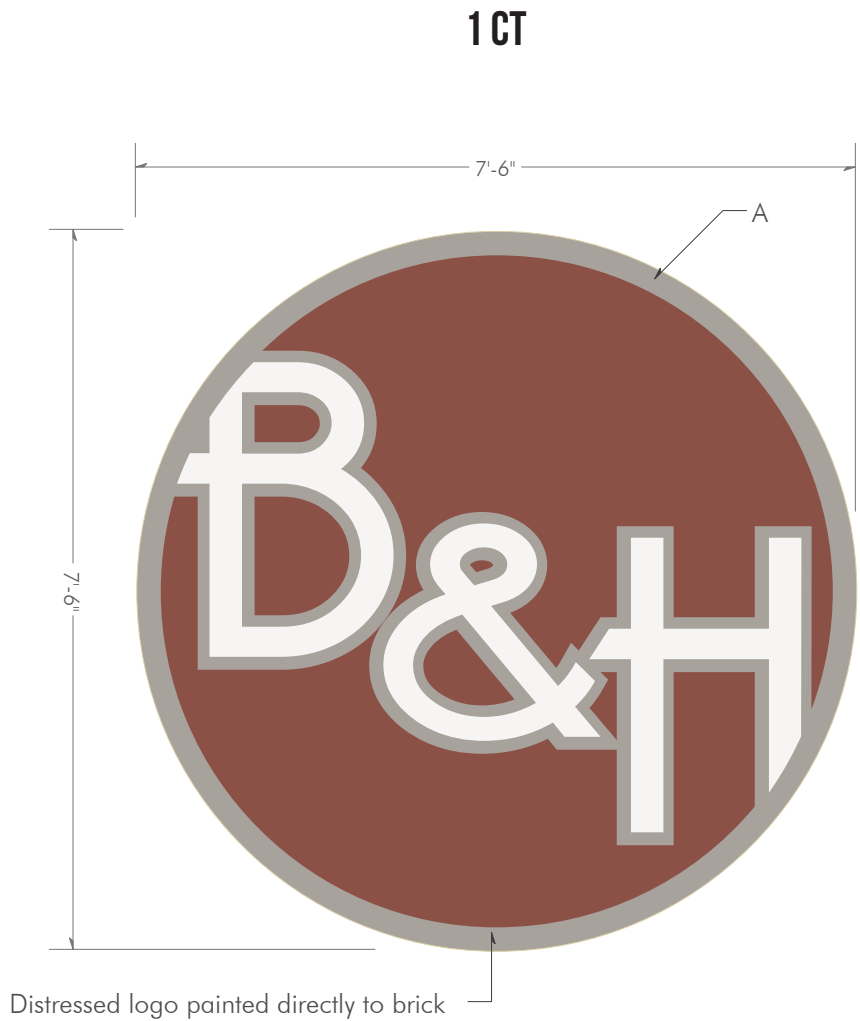
CLI

BUCK N HONEY'S - MOUNT HOREB

Proposed graphics location



North Elevation



KEY NOTES:

A -Mural to be hand painted direct to brick wall Distressed look.

FINISHES:

- Ronan paint to match 3M Burgandy (A)
- Ronan Paint to match Shadow Grey (A)
- Ronan White paint (A)

CALCULATIONS:

Village of Mount Horeb, Building Inspection

Dept. Building Inspector's Report

DECEMBER 2022

Month to Date

82 - Building permits have been issued for general construction since
Dec. 1st 0 - new UDC permit

Year to Date

553-General permits since Jan. 1st
32 - New UDC single family homes since
Jan. 1st 7- New Duplex

Large Commercial projects currently active

- Landsby Ridge/ Completed
- 3&4 unit on Eastwood
Way/Completed
- Community School
-

Respectfully submitted

Chris Michaels
Building Inspector

Village of Mount Horeb, Building Inspection

Dept. Building Inspector's Report

JANUARY 2023

Month to Date

12- Building permits have been issued for general construction since
JAN 1st 2 - new UDC permit

Year to Date

12-General permits since Jan. 1st
2 - New UDC single family homes since
Jan. 1st 0- New Duplex

Large Commercial projects currently active

- 3&4 unit on Eastwood
Way/Completed
- Community School IS
ONGOING

-

Respectfully submitted

Chris Michaels
Building Inspector