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, August 23, 2023 at 7:00 PM**

Community Center/Senior Center
107 N. Grove Street
Mount Horeb, WI

1) Call to order
2) Roll call
3) Agenda Items
   a. Consideration of July 26, 2023 Meeting Minutes
   b. Recommendation: Site Plan for Upland Hills Clinic Driveway, 1809 Springdale Street
   c. Recommendation: Purchase of Lukken Farm for Park Space and Development
4) Committee Reports:
   a. Plan Commission Chair Report
   b. Village Planner Report
   c. Building Inspector Report
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.

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, July 26, 2023 at 7:00 PM**

**DRAFT MEETING MINUTES**

1) Call to order
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 Ryan Czyzewski called the meeting to order at 7:00pm.

2) Roll call
Present were Commissioners Sarah Best, Nate Gauger, Destinee Udelhoven and Peggy Zalucha. Andrew Kidd and Chris Kirkland were absent. Also present were Village Administrator Nic Owen, Assistant Clerk Jean Culberson, and Siobhan Mertz from the Youth in Government program.

3) Agenda Items

a. Consideration of June 28th 2023 Meeting Minutes
Czyzewski Motioned, Best seconded to Consideration of June 28th Meeting Minutes. Motion carried by unanimous voice vote.

b. Consideration of Extraterritorial Certified Survey Map: Naujeck, 3200 STH 78
Owen gave an overview. Property owner Doug Naujeck was available for questions. Gauger Motioned, Zalucha seconded to Consideration of Extraterritorial Certified Survey Map: Naujeck, 3200 STH 78. Motion carried by unanimous voice vote.

c. Discussion/Recommendation: Zoning Code Amendments
Owen gave an overview of the zoning code issues and the 2024 recodification plans. Realtor Alex Pfister presented on behalf of property owner John Carter. Pfister and Carter requested the updating of the R-3 zoning code. The property of interest is the R-3 zoned lots 35 and 36 on Buechner Circle. The 40% impervious surface and setbacks create issues when building multifamily homes. Pfister stated the code is outdated and not inline with surrounding communities and the only option to avoid the issues was to request Plan Development. Pfister requested the Commission make the following R-3 changes: Impervious Area to 75% and setbacks of Front 25 ft, Rear 20 ft and Side 10 ft. The Commission discussed the request and agreed that additional time was needed to

review the zoning code as a whole. The Commission informed the applicants that they may proceed with the Plan Development option.

d. Discussion: Wisconsin Historical Society Certified Local Government Partnership Program

Owen gave an overview on the amendments Jason Tish from the Wisconsin Historic Preservation Office is recommending as requested at the June meeting. The amendments listed in the agenda packet are required in order to be compliant with the Certified Local Government (CLG) program. The Commission discussed proceeding with the CLG amendments and whether this should be an additional Plan Commission duty or to establish a new separate committee. Udelhoven explained that the Commission presently has no authority and questioned the type of new committee. Owen will clarify with Jason Tish if it is a separate or sub committee. Owen clarified that the next step is to create a committee and decide on the process of the CLG program. The Commission agreed to proceed and inform the Village Board of their discussions.

4) Committee Reports:

a. Plan Commission Chair Report

Czyzewski emphasized the review and updating of the Zoning code. Czyzewski and Owen gave an update on the Steve Brown Apartments. The sale is still in process and the requested documents have been submitted.

b. Village Planner Report

No Report.

c. Building Inspector Report

No Report.

5) Meeting adjournment.

Zalucha Motioned to adjourn at 7:47pm and Gauger seconded. The motion passed by unanimous voice vote.

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

| MEETING DATE | PREPARED BY |
| --- | --- |
| August 23, 2023 | |

## AGENDA ITEM # 3.b

Recommendation: Site Plan for Upland Hills Clinic Driveway, 1809 Springdale Street

## BACKGROUND

Upland Hills Clinic recently purchased the building they are located in and are planning to expand their use of the building to include urgent care and expanded rehab services. One item they have struggled with since occupying the building is access, since they do not have direct access to Springdale Street. They are requesting an easement from the Village for a second access off Norsk Golf Bowl Drive, as shown in the attachment to the packet. Also included is Village Planner Ben Rohr's review of the presented site plan.

The Friends of the Norsk Board have provided the following questions/comments:

1) What is the impact of the traffic on the driveway? With potential for two more buildings that would have access to the drive and considering a majority of the traffic to the current building would likely start using that access point it would put a heavy burden on that area. Traffic control for the access point should all be on and maintained by Upland Hills. Having the access point as far to the south as possible on the drive would make the most sense to keep any backup of traffic off Springdale St. It should be expected that people will begin using that as a through street to get to the driveway.

2) The driveway should be redone. It should be asked as part of the agreement to have them resurface the drive up to the parking lot of the Norsk.

3) What will be the plan for maintenance? On winter days we do not need to have the drive cleaned out early in the morning like the clinic would. It is unreasonable to only clean out the bottom of the drive and then leave a buildup of snow or packed snow on the drive that will require extra expense from us to clean up.

## RECOMMENDATION

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

## ATTACHMENTS

1. UHH Mt. Horeb Clinic Drivewy 08-08-2023
2. Upland Hills Health Site Plan and Design Review Memo for Plan Commission 8.23.23

SPRINGDALE STREET

NORSK GOLF BOWL ROAD

PROPOSED 3 1/2" OF ASPHALT OVER 12" OF ROAD GRAVEL

APPROXIMATE PROPOSED CLINIC SIGN LOCATIONS

PROPOSED EASEMENT

76.3'

46.4'

41.9'

10'

36'

15' RADIUS

19.2'

STOP SIGN

28' FLOWLINE TO FLOWLINE

75.5'

39' RADIUS

PROPOSED 3 1/2" OF ASPHALT OVER 12" OF ROAD GRAVEL

EXISTING TREE TO BE REMOVED

15' RADIUS

10' RADIUS

24.5'

10'

73.2'

PROPOSED 3 1/2" OF ASPHALT OVER 12" OF ROAD GRAVEL

EXISTING CLINIC SIGN

1191 1192 1193 1194 1195 1196 1197 1198 1199 1200 1201

0 5' 10' 20'

SCALES:
22x34 SHEETS - 1" = 10'
11x17 SHEETS - 1" = 20'

REVISIONS

UPLAND HILLS HEALTH – MT. HOREB CLINIC
1809 SPRINGDALE STREET
MT. HOREB, WI 53572
PROPOSED DRIVEWAY– OPTION #1


ENGINEERING CONSULTANTS, INC.
ENGINEERING
SURVEYING
ENVIRONMENTAL
2600 C.T.H. Y – DODGEVILLE, WI 53533
(608) 935-3310


DATE: 07/21/2023

DESIGNED: KD

DRAFTED: JM

PROJECT #: 23-020

SHEET 1
OF 1

VANDEWALLE & ASSOCIATES INC.

# MEMORANDUM

To: Village of Mount Horeb Plan Commission

From: Village Planner Ben Rohr, AICP

Date: August 23, 2023

Re: Village Planner's Site Plan and Design Review Comments for a Proposed New Driveway for Upland Hills Health at 1809 Springdale Street.

---

**Introduction**

The applicant, Upland Hills Health, is proposing a new driveway connection from Norsk Golf Bowl Road to their site at 1809 Springdale Street. The property is directly adjacent to the Norsk Golf Course and the Farmers Savings Bank located on the south side of Springdale Street.

The proposed development is an approximately 100-foot-long new driveway that would connect the existing parking area in the far northwest corner of the property to Norsk Golf Bowl Road. Currently, Upland Hills Health owns the building and property at 1809 Springdale Street. The Village owns the Nork Golf Course property.

Upland Hills Health plans to renovate the interior of the building to accommodate an expanded healthcare clinic and new emergency room facility. Any exterior changes associated with these proposed changes will come before the Plan Commission at a later date. However, at this time, the new driveway is the only site change proposed.

In addition to the proposed new driveway connection, Upland Hills Health plans to upgrade approximately 90 feet of the existing Norsk Golf Bowl Road to a Village street cross section to accommodate the new traffic pattern associated with vehicle access to their property. All proposed changes to the Norsk Golf Course property and new driveway will require cross access, construction, and maintenance easements with the Village.

Today, site access is provided from the east on Brookwood Drive through the Farmers Savings Bank property to the Upland Hills Health building. The existing access point and parking area are not proposed to change. Instead, Upland Hills Health is seeking to have two vehicle access points to their property to improve wayfinding to and from their site.

The existing grade of the site limits opportunities for a driveway connection to the west from the Upland Hills Health site due to a retaining wall placed along the western side of the existing parking and circulation areas. The only feasible location is the far northwest corner of the property where grades are relatively minor in slope. Due to the existing setback of the parking area and drive isle on the western side of the Upland Hills Health site from the property line (+60 feet) and the additional 35 feet of Springdale

Street right-of-way from the southern road curb edge to the property line, there is adequate distance for a new driveway and turning moving to be accommodated from the Upland Hills Health site, along Norsk Golf Bowl Road, and into the existing driveway entrance to the Norsk Golf Course site from Springdale Street.

The site is zoned Planned Business and no land use change is proposed at this time. Today, the applicant is seeking review and action on the proposed site plan and design review application.

This review is based on the plan set dated August 8, 2023. Any requirement that is not met is underlined.

**Zoning District, Land Use, and Site Layout Requirements**

The Subject Property has Planned Business (PB) Zoning:

- PB Zoning District intensity (coverage) and bulk (setback and height) requirements are all met.

| Village Standard Type | Village Standard Minimums/Maximums | Proposed Development |
|---|---|---|
| Paved Surface Setback | 10 feet | 20 feet (front)<br>40 feet (side) |
| Landscape Surface Area Ratio | 25% | 35% |

- Site Design: Except for those areas noted below, all Design Review requirements are met. If acceptable to the Plan Commission, these will require explicit waivers from the Design Review Requirements. These issues are discussed in detail in the Recommendations Section, below.
- Landscaping: Except for those areas noted below, all landscaping requirements are met, including requirements for Building Foundation, Paved Areas, Street Frontages, and General Open Space.
- Signage: Exterior signage requirements may be met.

**Design Review Requirements per Section 17-14:**

Design Review by the Plan Commission is required under Section 17.14 of the Zoning Ordinance. Design Review is required for all development projects in the Village, except residential development with three or fewer dwelling units. 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 or add additional design requirements upon a finding that the additional design requirement would improve the project.

This project complies with Design Review requirements. I recommend the Plan Commission discuss the few remaining waivers required that have been underlined.

1. **Site Grading:**
    a. The grading plan shall preserve existing grades to the greatest extent possible, particularly at the perimeter of the site.
        - This requirement is met. Grades will not be changed with the proposed new driveway connection. Instead, the driveway will follow existing grades on both the Upland Hills Health site and Norsk Golf Course site.
    b. In no instance shall proposed grading create transitions to adjoining properties or rights-of-way that are unsafe, unstable or create drainage problems.
        - This requirement is met. See above.

c. Site grading shall also preserve or create an attractive site appearance in conjunction with the proposed development.

- This requirement is met. See above.

**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.

- This requirement is met. One existing tree is planned to be removed as part of the new driveway. See landscaping comments in 26 below.

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.

- This requirement is met.

**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.

- This requirement is met. No site layout changes are proposed, outside of the new driveway connection to Norsk Golf Bowl Road that will connect to an existing 24-foot-wide drive isle on the Upland Hills Health site.

b. The general site layout shall result in an attractive appearance to all abutting streets, as determined by the Plan Commission.

- The site layout meets this requirement.

**4. Building Setbacks:**

a. Building setbacks shall comply with the requirements of the zoning district, and with the additional requirements listed below in subparagraphs 4.b. and 4.c.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes 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.

- <u>This requirement is met, if approved by the Plan Commission. No parking between Springdale Street and the building is proposed. The only proposed change is a 2-way driveway connection in this location. I recommend the Plan Commission grant the new driveway in this location.</u>

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.
        - This requirement is not applicable. No changes 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.
        - This requirement is not applicable. No changes 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 the 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.
        - This requirement is not applicable. No changes proposed.

6. **Building Mass:**
    a. Buildings over 5,000 square feet of gross floor area shall be subject to the requirements for large developments.
        - This requirement is not applicable. No changes proposed.

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.
        - This requirement is not applicable. No changes proposed.
    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.
        - This requirement is not applicable. No changes proposed.
    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.
        - This requirement is not applicable. No changes 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.
        - This requirement is not applicable. No changes proposed.

8. **Exterior Building Materials:**
    a. Exterior materials for multi-family, 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.
        - This requirement is not applicable. No changes proposed.
    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.
        - This requirement is not applicable. No changes proposed.

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.
            - This requirement is not applicable. No changes proposed.
        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.
            - This requirement is not applicable. No changes proposed.
        iii. High gloss paints and other exterior finishes are not permitted.
            - This requirement is not applicable. No changes proposed.
        iv. Color patterns shall be used consistently throughout the property, as determined by the Plan Commission.
            - This requirement is not applicable. No changes proposed.

10. **Exterior Doors:**
    a. All exterior doors visible from streets, drives or parking areas shall provide decorative design elements.
        - This requirement is not applicable. No changes proposed.

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 not applicable. No changes proposed.
    b. Windows may not be obscured by paper or other attached materials on more than 5% of any individual window panel.
        - This requirement is not applicable. No changes proposed.

**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 not applicable. No changes proposed.

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 not applicable. No changes proposed.

c. Roof forms shall be designed to accommodate the requirements in subparagraphs 5.c. and 7.d., above.

- This requirement is not applicable. No changes proposed.

d. Rooftop mechanical equipment shall not exceed the elevation of the lowest point of the surrounding building parapet or roof.

- This requirement is not applicable. No changes proposed.

**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 not applicable. No changes proposed.

**14. Awnings:**

a. Awnings, where approved by the Plan Commission, shall complement the character of the building.

- This requirement is not applicable. No changes proposed.

b. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation may be used. Metal canopies are prohibited.

- This requirement is not applicable. No changes proposed.

c. Backlighting is prohibited.

- This requirement is not applicable. No changes proposed.

**15. Trash Containment Structures:**

a. Trash containment structures shall be designed to fully conceal trash storage.

- This requirement is not applicable. No changes proposed.

b. Trash containment structures shall be constructed in the same materials and colors as the ground floor of the principal building.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes proposed.

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.

- This requirement is not applicable. No changes proposed.

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.

- This requirement is not applicable. No changes proposed.

**17. Other Structures:**

a. Outbuildings shall employ the same high-quality exterior building materials as used on the principal building.

- This requirement is not applicable. No changes 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 not applicable. No changes proposed.

**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 not applicable. No changes proposed.

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 applicable. No changes proposed.

c. Lighting at the property lines shall not exceed 0.5 footcandles over ambient conditions.

- This requirement is not applicable. No changes proposed.

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 not applicable. No changes proposed.

e. Freestanding light fixtures shall not exceed a total height of 20 feet.

- This requirement is not applicable. 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 two wayfinding signs indicated on the site plan near the north end of Norsk Golf Bowl Road (within the proposed Village easement area) and a stop sign shown along the north side of the new driveway. No signage plans have been provided. All signage plans shall be submitted prior to the issuance of permits, meeting all requirements of the Zoning Ordinance.

  To note, Section 17.172(9) of the Village Sign Ordinance allows signs to be placed on public property, if approved by the Village Board. Requirements include:

  - The signs direct the reader to the location of a public facility attended principally by out-of-town patrons, to a facility operated by a nonprofit entity and attended principally by out-of-town patrons, to a facility relating to the public health, safety or welfare, to scenic or historic trails, or to general business or industrial districts;
  - The signs are fabricated, erected, and maintained by the entity requesting the sign;
  - The entire cost of the signs is borne by the entity requesting the signs;
  - The signs are installed at locations where they would not constitute a traffic hazard;
  - The signs conform to the manual on uniform traffic control devices; and
  - The maximum number of directional signs permitted under this section shall be three for each entity.

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.

- See note above in 19.a.

**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.

- This requirement is not applicable. No changes proposed.

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.

- This requirement is not applicable. No changes 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.

- This requirement is met on the proposed new driveway and effected portion of Norsk Golf Bowl Road.

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.

- This requirement is met.

**22. Pedestrian Facilities:**

a. Public sidewalks or multipurpose paths shall be required along all street frontages, per Village standards.
    - This requirement is met. There is an existing sidewalk provided from Brookwood Drive into the site from the east. This provides the required sidewalk access.

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.
    - This requirement is met. See note above in 22.a.

c. Where pedestrian connections cross vehicle circulation areas, a crosswalk clearly delineated by color and/or texture is required.
    - This requirement is met. See noet above in 22.a.

**23. Traffic Circulation:**

a. Traffic circulation patterns shall be safe and understandable by vehicle operators, as determined by the Plan Commission.
    - This requirement is met. The proposed driveway is 28 feet wide and connects to an existing 24-foot-wide drive isle on the Upland Hills Health site.

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.
    - This requirement is met. The proposed new driveway improves traffic patterns by providing an additional ingress/egress point to the Upland Hills Health property. The Norsk Golf Club has been contacted regarding the proposed driveway connection. All comments from the Golf Club will be provided to the Plan Commission for consideration.

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.
    - This requirement is met.

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.
    - <u>This requirement is met, if approved by the Plan Commission. No parking between Springdale Street and the building is proposed. The only proposed change is a 2-way driveway connection in this location. I recommend the Plan Commission grant the new driveway in this location.</u>

**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.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes proposed.

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.

- This requirement is not applicable. No changes 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.

- This requirement is not applicable. No changes proposed.

b. This bed or planter shall be located adjacent to or within 10 feet of the building foundation.

- This requirement is not applicable. No changes proposed.

c. This bed or planter shall be landscaped appropriately as determined by the Plan Commission.

- This requirement is not applicable. No changes proposed.

**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.

- <u>This requirement is met along the majority of the frontage along Springdale Street (existing trees). The proposed new driveway plans show the removal of one existing tree in the far northwest portion of the site. I recommend that the applicant be required to relocate or replace this tree along the Springdale Street frontage.</u>

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.

- <u>See note above in 26.a.</u>

**27. Parking Lot Landscaping:**

a. Parking lot landscaping shall comply with the requirements of §17.136

- This requirement is not applicable. No changes proposed.

b. Subsection 24.a., above, shall also apply along street and drive frontages.
   - This requirement is not applicable. No changes proposed.

c. Subsection 24.c., above, shall also apply along CTH ID.
   - This requirement is not applicable. No changes proposed.

**Village Planner's Recommendations:**

I recommend the Plan Commission approve the following:

1. Site Plan and Design Review packet, including waivers for:
   a. 4.c. and 23.d. allowing a 2-way driveway between Springdale Street and the existing building due to existing site grades and this location being the only feasible option to accommodate an additional vehicle access point.
2. Require the existing tree proposed to be removed as part of the new driveway to be relocated or replaced along the Springdale Street frontage. Review and approval by Village staff.
3. Village Board review and approval of the following that meets all Design Review requirements. If any waivers are requested by the applicant from the Design Review requirements, the proposed plans must be reviewed and approved by the Plan Commission.
   a. Sign details (materials, location, height, and size) in conformance with Section 17.172(9).
4. Require the applicant to establish cross access, construction, and maintenance easements on the Village-owned Norsk Golf Course property to connect the proposed new driveway to Norsk Golf Bowl Road, place signage at the north end of Norsk Golf Bowl Road, and to bring Norsk Golf Bowl Road to Village standards for the approximate 90 feet which will be impacted by the proposed new driveway and traffic circulation pattern.
5. Review and approval of the easement and proposed driveway construction drawings/plans by the Village Engineer.
6. Any other comments or recommendations of the Village Engineer, Village Fire Department, and/or Plan Commission.

VILLAGE OF
MOUNT HOREB

# AGENDA ITEM REPORT

| MEETING DATE | PREPARED BY |
| --- | --- |
| August 23, 2023 | |

## AGENDA ITEM # 3.c

Recommendation: Purchase of Lukken Farm for Park Space and Development

## BACKGROUND

The Village is in the process of negotiating the purchase of land for future parkland and development from the Lukken family. Per state statutes, the Plan Commission is required to review and provide a recommendation on Village land purchases to determine if the purchase is consistent with Village Planning efforts.

The area the Village is considering purchasing starts at the intersection of STH 78 and CTH S and heads East to just before Wally Road. This area has been called out in our comprehensive plan as a future Village Neighborhood in the last few versions of our Comprehensive plan and matches the intended use for the Village, if our purchase is successful. I am including the Future Land Use Map from the Village Comprehensive Plan for your review.

## RECOMMENDATION

## ATTACHMENTS

1. Map 4b Future Land Use - Mt Horeb Comp Plan 2022

# Future Land Use
# Village View

4b

## Mount Horeb Comprehensive Plan

Development of any portion of this area is conditioned on the improvement of a new north-south collector road that provides access to CTH ID, starting at CTH ID and extending north. Development of this area will therefore likely occur from south to north.

Development throughout this area is constrained by utility capacity. Gross densities are limited to a maximum of 2.25 dwelling units per acres, unless alternative utility arrangements are approved by the Village, financed by the developer, and installed and approved by the Village.

- Village of Mount Horeb Boundary
- Town Boundaries
- Extraterritorial Jurisdiction Boundary
- Current Urban Service Area Boundary
- Potential Future Urban Service Area Boundary

- Right of Way
- Potential Future Roads
- Surface Water

### Land Use Categories

- Agriculture
- Single-Family Residential (Unsewered)
- Single-Family Residential (Sewered)
- Two-Family Residential
- Multi-Family Residential
- Mobile Home Residential
- Planned Neighborhood
- Central Mixed Use
- Main Street Mixed Use
- Neighborhood Mixed Use
- Planned Business
- Planned Mixed Use
- General Industrial
- Heavy Industrial
- Extraction
- Planned Business Park/Planned Industrial
- Parks and Recreation
- Government and Institutional
- Conservancy
- Environmental Corridor
- Rights-of-Way
- Surface Water
- Long-Term Growth Area

Planned Neighborhood may include:
1. Single-Family (Sewered)
2. Two-Family Residential
3. Multi-Family Residential
4. Government and Institutional
5. Neighborhood Mixed-Use
6. Parks and Recreation

Planned Mixed Use may include:
1. Planned Business
2. Planned Business Park
3. Multi-Family Residential
4. Government and Institutional
5. Park and Open Space

Business Park may include:
1. Light Industrial
2. Planned Business
3. Government and Institutional
4. Park and Open Space

VILLAGE OF MOUNT HOREB

0 2,100 4,200 Feet

VANDEWALLE & ASSOCIATES INC.
Shaping places, shaping change

Adopted: March 30, 2022

Data Source: Dane County LIO, CARPC, MATPB, WI DNR, FEMA, USDA

N

VILLAGE OF
MOUNT HOREB

# AGENDA ITEM REPORT

| MEETING DATE | PREPARED BY |
| --- | --- |
| August 23, 2023 | |

## AGENDA ITEM # 4.c

Building Inspector Report

## BACKGROUND

## RECOMMENDATION

## ATTACHMENTS

1. Village of Mt. Horeb_20230807_130136

# Village of Mount Horeb, Building Inspection

# Dept. Building Inspector's Report

# July 2023

## Month to Date

39 - Building permits have been issued for general construction
since july 1St 2- new UDC permit

## Year to Date

200 -General permits since Jan. 1st
22 - New UDC single family homes
since Jan. 1st 2- New Duplex

## Large Commercial projects currently active

- Driftless Social
Working on Kitchen
Finish
- Community School IS
Complted
- Buck & Honeys will
be done this month

Respectfully submitted

Chris Michaels
Building Inspector