



VILLAGE OF MOUNT HOREB

E. Main Street

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PLAN COMMISSION/HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, December 20, 2023 at 7:00 PM

- 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 7:03pm.
- 2) Roll call
Present were Commissioners Nate Gauger, Andrew Kidd, Destinee Udelhoven and Peggy Zalucha. Sarah Best and Kris Kirkland were absent. Also present were Village Administrator Nic Owen, Village Planner Ben Rohr, Assistant Clerk Jean Culberson, and Siobhan Mertz from the Youth in Government program.
- 3) Agenda Items
 - a. Consideration of November 15, 2023 Meeting Minutes
Zalucha Motioned, Gauger seconded to Consideration of November 15, 2023 Meeting Minutes. Motion carried by unanimous voice vote.
 - b. Consider Extraterritorial Certified Survey Map, Erbe Road, Ferron and Barb Havens
Owen gave an overview. Gauger Motioned, Zalucha seconded to Consider Extraterritorial Certified Survey Map, Erbe Road, Ferron and Barb Havens. Motion carried by unanimous voice vote.
 - c. Consider Certified Survey Map, 1520 Springdale St, Trollway Properties LLC, Trent Nelson
Owen gave an overview. Udelhoven Motioned, Gauger seconded to Consider Certified Survey Map, 1520 Springdale St, Trollway Properties LLC, Trent Nelson. Motion carried by unanimous voice vote.
 - d. Public Hearing: Conditional Use Permit application from Pamela Lee to allow a proposed one-bedroom tourist rooming house at 307 Oak Street
Owen gave an overview. The public hearing opened at 7:05pm and no one spoke. The hearing closed at 7:06pm.
 - e. Consider recommendation for Resolution 2023-17 Conditional Use Permit to allow a Tourist Rooming House at 307 Oak Street Carl Boeck's Addition Lot 12

Property owner Pamela Lee spoke and requested the Commission to allow the rooming house guests to park in the street. The Commission discussed the parking situation and approved allowing guests to park in the street. The approval is to be reviewed in one year if there are any parking issues. Gauger Motioned, Zalucha seconded to Consider recommendation for Resolution 2023-17 Conditional Use Permit to allow a Tourist Rooming House at 307 Oak Street Carl Boeck's Addition Lot 12 with allowed parking in the street. Motion carried by unanimous voice vote.

f. Public Hearing: Ordinance 2023-07 Creating Standalone Historic Preservation Commission

Owen gave an overview. The public hearing opened at 7:16pm. Those who spoke in favor were: Tim White, Lori Midthun, Mark Rooney, Marc Schellpfeffer, Sandy Glaeve, Rachel LaCasse-Ford, Brian Durtschi and Jill Schuettpeiz. No one spoke in opposition. The hearing closed at 7:39pm.

g. Consideration of Ordinance 2023-07 Creation of Standalone Historic Preservation Commission

The Commission discussed the guidelines and requested changing the proposed public hearing code from 200 feet to 300 feet in the ordinance. Udelhoven Motioned, Zalucha seconded to Consideration of Ordinance 2023-07 Creation of Standalone Historic Preservation Commission with the above-noted change. Motion carried by unanimous voice vote.

h. Presentation: Solar Friendly Planning and Zoning

Commission member Peggy Zalucha left the meeting prior to the start of agenda item h. Owen gave an overview and informed the Commission that solar will be adopted in the future code recodification. Tim White, Trustee on the Sustainability & Natural Resources Committee, spoke on solar progress and proceeding with the new code. Rohr explained the permitting and procedure process.

i. Discussion: Planning and Zoning Code Rewrite Contract

Owen gave an overview on the three proposals for the Planning & Zoning contract. The Commission discussed the cost differences and the rewrite of the contract.

4) Committee Reports:

a. Plan Commission Chair Report

Czyzewski commented on the busy year to come and wished everyone Happy Holidays.

b. Village Planner Report

Rohr commented on the past year and the busy year to come.

c. Building Inspector Report

Report in the packet.

5) Meeting adjournment.

Udelhoven Motioned to adjourn at 8:07pm and Gauger seconded. Motion passed by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk