



VILLAGE OF MOUNT HOREB

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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, March 27, 2024 at 6:00 PM

1) Call to order

The Historic Preservation Commission met on the above date in the Board Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Chair Marc Schellpfeffer called the meeting to order at 6:00pm.

a. Roll Call

Present were Commissioners Megan Ince, Maura Overland, Jackie Sale and Destinee Udelhoven. Also present were Village Administrator Nic Owen and Assistant Clerk Jean Culberson.

2) Agenda Items

a. Consideration of February 28, 2024 Meeting Minutes

Udelhoven Motioned, Overland seconded to Consideration of February 28, 2024 Meeting Minutes. Motion carried by unanimous voice vote.

b. Review of Amended Committee Framework

The Commission reviewed the Role and Procedural Framework in the packet. Udelhoven will send Owen a few minor changes and suggested rewording the first sentence to review and consider approval vs. review and approve. Owen agreed.

c. Discussion on forms and process for nominations and certificate of appropriateness

Schellpfeffer gave an overview and Owen explained the forms in the packets were copies from the City of Portage. The Commission reviewed each form and discussed changes and updates including what documents or attachments would be necessary. The Committee tabled the forms for further review and discussion. Owen will update.

d. Discussion on Certified Local Government Letter of Application

Udelhoven gave an update on the Certified Local Government Letter of Requirements in the packet. Schellpfeffer recommended the Commission review Racine's 2019 Historical Preservation Plan and return next month for further discussion.

3) Future agenda items

The Commission members will continue to work on reviewing and revising the forms.

4) Meeting adjournment.

Overland Motioned to adjourn at 6:40pm and Sale seconded. The motion passed by unanimous voice vote.

Minutes by Jean Culberson, Assistant Clerk