



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

HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, September 25, 2024 at 6:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Agenda Items
 - a. Consideration of August 28, 2024 Meeting Minutes
 - b. Wisconsin Historic Society Certified Local Government Grant Program
 - c. HPC Training Chapter 4: Starting a Preservation Commission
 - d. Zoning Code Rewrite Discussion
- 3) Future agenda items
- 4) 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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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, August 28, 2024 at 6:00 PM

DRAFT MEETING MINUTES

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.

Present were Commissioners Megan Ince, Maura Overland, Jackie Sale and Destinee Udelhoven. Also present was Human Resources Andrea Murleau.

2) Agenda Items

- a. Consideration of July 24, 2024, Meeting Minutes
Udelhoven Motioned, Sale seconded to Consideration of July 24, 2024, Meeting Minutes. Motion carried by unanimous voice vote.
- b. Consideration of 2025 Budget Request for \$1,500.00 Sale motioned and Ince Seconded. Motion carried by unanimous voice vote.
- c. HPC Training: Chapter 3 The History of Historic Preservation Commission discussed and reviewed Chapter 3.
- d. Certified Local Government (CLG) update
Udelhoven confirmed that Village of Mount Horeb is officially a CLG. Overland will be working drafting a Letter of Intent for the CLG sub grant which is due 09.13.24. If letter is approved the grant itself would be available in December

3) Future agenda items

CLG Sub grant update

HPC Training Chapter 4

Review zoning code changes to discuss with Planning Commission

4) Meeting adjournment.

Overland motioned to adjourn at 6:48pm and Udelhoven seconded. Motion passed by unanimous voice vote.

Minutes by Andrea Murleau, Human Resources



AGENDA ITEM REPORT

MEETING DATE

September 25, 2024

PREPARED BY

AGENDA ITEM # 2.b

Wisconsin Historic Society Certified Local Government Grant Program

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Application CLG2025 - fillable
2. Instructions, CLG grant app - evergreen
3. Criteria_CLG2025
4. 2023 Survey Consultants - alt format



WISCONSIN
HISTORICAL
SOCIETY

CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM 2025

APPLICATION

Federal Grant Funding to
Certified Local Governments in Wisconsin

For assistance CLG grant funding contact:
Wisconsin State Historic Preservation Office

Jason Tish, CLG Coordinator
jason.tish@wisconsinhistory.org
608-264-6512

Collecting, Preserving, and Sharing Stories since 1846
816 State Street Madison, Wisconsin 53706

wisconsinhistory.org



Application

Federal Historic Preservation Funding to Certified Local Governments in Wisconsin Federal Fiscal Year 2025

HISTORIC PRESERVATION FUND GRANTS IN AID (CFDA 15.904)
SUBGRANT ADMINISTERED BY
WISCONSIN STATE HISTORIC PRESERVATION OFFICE

2025 Grant Cycle Timeline

Mar. 1, 2024 - CLG Grant cycle opens
Sept. 13, 2024 - Letter of Intent due
Dec. 13, 2024 - Application due

Minimum Requirements

1. Applicant consulted with SHPO staff prior to submission of this *Application*
2. *Letter of Intent* was submitted by applicant before LOI deadline (Sept. 13, 2024)
3. *Application* was submitted on or before application deadline (Dec. 13, 2024)
4. *CLG Annual Report* was submitted by applicant in January for previous year
5. Applicant complies with all state and federal requirements of the CLG program
6. Applicant has no incomplete grant-funded projects in the past five years
7. For intensive surveys, applicant has reviewed survey boundaries with SHPO staff
8. For **historic district nominations to the NRHP**, applicant has consulted with SHPO staff on the eligibility of the district and has held a public engagement meeting within 12 months of the application deadline to introduce the project to property owners and gage support for NRHP designation.

Grant Amount Requested

Applicant

(Must be a local government in Wisconsin certified under the CLG program)

Name of CLG community:

Year of CLG Certification:

Project Title:

Local government's EIN Number:

Project Manager

(The person who will manage the project and coordinate the grant with the SHPO)

Name:

Email address:

Phone number:

Mailing address:

Financial Agent

(The person who can confirm that funding is available for the project prior to reimbursement)

Name:

Email address:

Phone number:

Mailing address:

This program receives Federal financial assistance for identification and preservation of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally-assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street NW, Washington, D.C. 20240

Project Type (*check one*)

- A. Initial intensive survey of the community (30 pts.)
- B. Nomination of historic district to the NRHP (25 pts.)
- C. Nomination of historic district under a local historic preservation ordinance (25 pts.)
- D. Resurvey of a community that was surveyed more than 25 years ago (20 pts.)
- E. Nomination of individual, *publicly-owned* property or archaeological site to NRHP (15 pts.)
- F. Local Landmark - nomination of individual, *publicly-owned* property (15 pts.)
- G. Archaeology - survey (literature search) of the whole community (15 pts)
- H. Archaeology - Phase I survey (on the ground) of any area in the community (15 pts)
- I. Nomination of individual, *privately-owned* property to the NRHP (10 pts.)
- J. Nomination of individual, *privately-owned* property under a local HP ordinance (10 pts.)
- K. Public outreach and educational projects (5 pts., *plus potential Bonus**)
- L. Design guidelines or Historic Preservation plan (5 pts., *plus potential Bonus**)
 - * **Bonus** – Applicable to Project Types K and L only if the community has a current survey of their entire community *and* has made reasonable efforts to nominate to the NRHP all properties and districts determined eligible by the survey (20 pts.)
- M. CAMP – Host a [CAMP](#) training workshop in collaboration with the National Alliance of Preservation Commissions [NAPC](#) (*up to 100 pts*). CAMP events are a priority every other year. A fully developed CAMP proposal will include:
 - 1. venue for the event
 - 2. plan for food and/or refreshments
 - 3. lodging availability
 - 4. marketing plan defined in consultation with SHPO staff
 - 5. registration protocol defined in consultation with NAPC and SHPO
 - 6. consultation initiated with NAPC and SHPO to select sessions and presenters
 - 7. complete list of items to be covered by grant
 - 8. itemized budget.

Project Description

Describe the scope of the project you propose to undertake with requested funding.

Local historic preservation objectives

How would the project support or advance the goals in a Historic Preservation Plan, Comprehensive Plan, or other plan?

How would this project support or advance the protection of historic resources or economic development opportunities?

If applicable, how would this project support or advance the history of racial, ethnic, sexual, or gender minority communities who have been underrepresented in past surveys or plans?

Prior CLG Grant-funded projects completed in your community

List projects funded by CLG grant in the past five years. Include the year of the grant award, and discuss whether the projects were completed successfully and how they benefitted the community

Training

Describe recent technical or policy training in which your Historic Preservation staff or Commissioners have participated including, but not limited to, webinars, conferences, online modules, technical workshops, CAMP, or any other formats that include training on historic preservation policies, best practices, or technical methods.

Budget

Maximum award amount is \$50,000 with no local match required. Provide an estimate of project costs in **whole dollars**. The applicant is **reimbursed** upon project completion up to the award amount; if project costs exceed the award, the applicant will be expected to pay for additional costs. **Two** itemized estimates prepared by professional consultants must be submitted with this application. The estimates must include the number of researchers, printing costs, WHPD data entry, line items for overhead, travel, research, field work, and final product cost. **All professional consultants must be approved by the SHPO.**

Item	Estimated Costs
CLG Personnel - salaries/wages	\$
fringe benefits	\$
supplies/materials	\$
travel/per diem	\$
equipment	\$
Consultant fees	\$
Other (specify)	\$
Total	\$

I affirm that all information on the application is true to the best of my knowledge.

The agents acting on behalf of the Applicant agree to comply with Title IV of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to the Department of the Interior regulations issued pursuant to that title. No person in the United States shall, on the ground of race, color, national origin, disability, or age be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which financial assistance is received from the National Park Service and hereby give assurance that we will immediately take any measures to effectuate this agreement.

Applicant's Project Manager

Date

Printed Name

Email

phone

I affirm that municipal funding is available to complete the proposed project prior to the disbursement of grant funding.

Applicant's Financial Agent

Date

Printed Name

Email

phone

Mailing Address



WISCONSIN
HISTORICAL
SOCIETY

CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM

INSTRUCTIONS

For Completing the CLG Grant Application Form

For assistance with CLG grant funding, contact:
Wisconsin State Historic Preservation Office

Jason Tish, CLG Coordinator
jason.tish@wisconsinhistory.org
608-264-6512

Collecting, Preserving, and Sharing Stories since 1846
816 State Street Madison, Wisconsin 53706

wisconsinhistory.org



Instructions

Completing the Application for Federal Historic Preservation Funding to Certified Local Governments in Wisconsin

This section guides you through the attached grant application form below. Certified Local Government (CLG) grants are available to local governments in Wisconsin that have been certified under the CLG program. If your local government is a CLG, you are eligible for grants. If you are not sure, check [here](#) to verify.

Each year the Wisconsin State Historic Preservation Office (SHPO) grants approximately \$120,000 to CLG communities throughout the state. Grants may be used for historic preservation planning projects like:

- surveys for historic properties and archaeological sites
- nominations of historic properties and districts to the National Register of Historic Places (NRHP) or your local list of Landmarks
- educational programs related historic properties and local history
- development of design guidelines and Historic Preservation Plans.

The typical grant award is between \$1,500 to \$25,000. Higher awards, up to \$50,000, will be considered for exceptional, timely, and high-priority proposals.

The CLG Grant program occurs on an annual cycle, opening in the spring and closing in December when grant applications are due (see *Annual Grant Calendar*, page 2).

Applications must propose projects that will benefit historic or archaeological resources located in Wisconsin. Multiple grant applications may be submitted. Each application will be evaluated independently.

This grant program is funded by federal money. Federal rules and regulations apply to ensure that expenses for project-related work are auditable according to federal standards.

For assistance on anything related to CLG grant funding, contact the State Historic Preservation Office:

Jason Tish, CLG Coordinator
jason.tish@wisconsinhistory.org
608-264-6512

Annual Grant Calendar

March	Identify project(s) for grant funding – In the spring months, think about projects you would like to propose for grant funding. Discuss your ideas with SHPO staff.
April	Grant cycle opens – The SHPO will announce the availability of grant funding and issue proposal criteria.
May-June	Define project for grant funding – Develop objectives and begin scoping out tasks needed to get the project done. Request initial quotes from consultants to get an idea of how much the project will cost.
August	Submit Letter of Intent - By August, you should have a clear idea of what you would like to propose for grant funding. You should have initiated discussions with SHPO staff about the details of your project. Submit a Letter of Intent to the SHPO before the published deadline . Some projects, like surveys and nominations to the National Register of Historic Places (NRHP), require community engagement in advance so property owners know what to expect, and so that the project manager can secure their support. If engagement has not happened, it should be scheduled in the next three months.
Sept.-Nov.	Define scope of work, hold engagement session – Work with SHPO staff to define a work program for your project. If the project includes a survey or an NRHP nomination, schedule an informational meeting with property owners.
Dec.	Application deadline - Submit completed, signed grant application to the SHPO on or before the published deadline .
Jan.-Feb	Review and scoring of applications, grant awards approved - SHPO staff review and score applications based on published priorities and criteria. Proposals recommended for funding are forwarded to the State Historic Preservation Review Board for final approval at their quarterly meeting in February. Grant applicants will then receive written notification of award decisions.
March	Memoranda of Agreement (MOA) prepared, grant awards published - The SHPO prepares a MOA for each funded project, articulating the scope of work, deliverables, timeline, budget, and other stipulations. Each MOA is reviewed, negotiated, and signed by the person who will act as the project manager, as well as the authorized financial agent for the applicant. The SHPO advertises the grant awards and issues a Request for Qualifications from historic preservation consultants who have worked in Wisconsin. The SHPO sends an executed MOA, Purchase Order, and a list of interested consultants to each grant recipient.
April-May	Grant recipients issue a Request for Bids (RFB) for their funded projects, select a consultant, and start project work. Grant recipients have until the end of August the following year to complete project work. Next grant cycle begins.

Completing the Grant Application Form

-Page 1 of the Application Form-

There are no required fields to fill out on this page, only a checklist of minimum requirements that must be met for your proposal to be considered.

Minimum Requirements

The first page of the grant application form lists 8 minimum requirements that must be met before an application will be considered for funding. The first six apply to all applications, while the last two apply only to certain types of projects.

1. Applicant consulted with SHPO staff on proposal prior to submission of LOI

Talk about your project with the CLG Coordinator at the SHPO at the earliest stages of planning for a grant-funded project. We want to know what you would like to do before you submit a Letter of Intent so that we can guide you to a successful and fundable project.

2. Applicant submitted a Letter of Intent before the deadline

A Letter of Intent (LOI) is required for every grant proposal. Applications will not be considered without having submitted a LOI. The LOI deadline is usually in early August.

3. Application submitted on or before the deadline

The complete application form with fully scoped proposal and itemized budget estimates must be submitted on or before the application deadline, usually in early December.

4. Applicant has submitted CLG Annual Report in January for the prior year

Proposals from applicants who did not previously submit a [CLG Annual Report](#) for the prior year will not be considered. The CLG Annual Report is due at the end of January each year and is a basic requirement of CLG certification status. Not submitting an Annual Report puts the community out of compliance with the requirements of the CLG program.

The Letter of Intent

A *Letter of Intent* (LOI) is required for all CLG grant applications. It is the first formal step in the application process after you have an informal conversation with the CLG Coordinator about your project idea. The LOI is typically due in early August of each year (see Annual Grant Calendar above).

The LOI only needs to be as thorough as necessary to describe the scope and objectives of the proposed project and provide an estimate of costs required to complete it. Submission of a LOI does not obligate the applicant to follow through on an application or a project. Your letter-of-intent must be received by the SHPO on or before the published LOI deadline for the current grant cycle.

- 5. Applicant complies with all state and federal requirements of the CLG program**
Proposals from applicants who are out of compliance with other [requirements of the CLG program](#) will not be considered.
- 6. Applicant has no incomplete CLG subgrant projects in the past five years**
Proposals from applicants who have not completed grant-funded projects within the past five years will not be considered.
- 7. For intensive surveys, applicant has reviewed survey boundaries with SHPO staff**
Surveys require consultation with, and concurrence from SHPO staff on appropriate survey boundaries. Plan ahead to get concurrence from SHPO on your proposed survey boundaries.
- 8. For historic district nominations to the NRHP, applicant has consulted with SHPO staff on current eligibility of the district and has held a public informational meeting within the past 12 months.**
Historic district nominations to the NRHP require more groundwork than other projects. Before you submit a full application for a NRHP district nomination, you will need to consult with SHPO staff to confirm that the district remains eligible for listing. You will also need to invite property owners in the district to an informational meeting to gauge the level of support for nominating the district. Applications for historic district nominations will not be considered if this groundwork has not been done.

Grant Amount Requested

Enter the amount of grant funding, in whole dollars, that you are requesting for you project. This amount should reflect a thoroughly developed scope of work and should rely on at least two quotes from qualified consultants.

Applicant

The CLG grant program is available to local units of government that are certified under the federal CLG partnership program.

In this section of the application form, enter the name of the CLG community, the year that the community was certified (if you're not sure, [check here](#)), the title (or brief description) of the proposed project, and the community's federal Employer Identification Number (EIN).

Project Manager

Enter the name and contact information for the person (usually CLG staff) who will manage the project. This typically includes preparing and issuing a Request for Bids (RFB), selecting and contracting with a consultant, directing the consultant, monitoring project work, ensuring the timely completion of the Scope of Work, completing progress reports to SHPO, and ensuring that deliverables are completed adequately and on time.

Financial Agent

Enter the name and contact information for the municipal official who can ensure that municipal funding is available for the completion of the project prior to the disbursement of grant funding. Grant funding is disbursed on a cost-reimbursement basis, so the local government must fund project work before being reimbursed from grant funds.

Project Type

Check one project type. A grant application may propose only one project type. A CLG may submit more than one application in a grant cycle for different project types. The project type is scored on its potential to advance the objectives of the federal National Register of Historic Places program. Priorities are set by the National Park Service. Point values reflect federal priorities for funding from the Historic Preservation Fund.

A. Initial intensive survey (30 pts.)

An initial intensive survey, designed to identify historically and architecturally significant properties and districts, in an area that has never been evaluated for historic properties.

B. Nomination of a historic district to the NRHP (25 pts.)

Check this box if you propose to complete a NRHP nomination for a historic district that was identified as potentially eligible in a prior survey.

C. Nomination of a historic district under a local historic preservation ord. (25 pts.)

Check this box if you propose to complete a nomination for a historic district under your local historic preservation ordinance.

D. Resurvey of a community that was surveyed more than 25 years ago (20 pts.)

A survey or resurvey is done in an area of your community that was previously surveyed over 25 years ago. Check this box if you are proposing this type of project.

E. Nomination of individual, *publicly-owned* property, archaeological site to NRHP (15 pts.)

Check this box if you propose to complete a NRHP nomination for an individual property or archaeological site that is owned by a local unit of government.

F. Nomination of individual, *publicly-owned* property or archaeological site under a local historic preservation ordinance (15 pts.)

Check this box if you propose to complete nomination for an individual property or archaeological site, owned by a local unit of government, to be designated as a Landmark under your local historic preservation ordinance.

G. Nomination of individual, *privately-owned* property to the NRHP (10 pts.)

Check this box if you plan to complete a NRHP nomination or local Landmark nomination for an individual, privately-owned property.

H. Nomination of individual, *privately-owned* property or archaeological site under a local historic preservation ordinance (15 pts.)

Check this box if you propose to complete nomination for an individual property or archaeological site, owned by a private party, to be designated as a Landmark under your local historic preservation ordinance.

I. Public outreach and educational projects (5 pts. plus potential Bonus)

Outreach and educational projects are subject to a broad interpretation, and can include 1) programs that increase public awareness of preservation methods and techniques, 2) dissemination of information to promote working relationships between the public and private sectors to achieve historic preservation objectives, 3) programs that broaden public understanding of state or local historic preservation planning or objectives, or 4) dissemination of results of grant-funded work, including explanation of outcomes and issues directly related to grant-assisted programs.

J. Design Guidelines and Historic Preservation Plans (5 pts. plus potential Bonus)

Check this box if you propose to develop design guidelines for designated historic properties or districts, or if you propose to develop a Historic Preservation Plan. Design guidelines are distinct from the design standards in a local historic preservation ordinance in that they are not legally enforceable. Design guidelines are usually illustrated guidelines that provide general guidance for owners of historic properties in making sensitive repairs or alterations to the exterior of historic properties. A Historic Preservation Plan is a municipal planning document that organizes historic preservation activities (identification, evaluation, designation, and treatment) in a logical sequence. Historic Preservation Plans are often developed to integrate with community's Comprehensive Plan.

Bonus, 20 points – Applicable to Project Types I and J. You will get a 20-point bonus if you are proposing a project that fits into type I or J above only if you have a current survey of your entire community and have made reasonable efforts to nominate all properties and districts evaluated in your survey report to be potentially eligible for the NRHP. This bonus is provided to assist communities who have done all they can with surveys and nominations and have moved on to other types of projects.
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K. Host a CAMP training workshop

Commission Assistance and Mentoring Program ([CAMP](#)) training workshops are presented by the National Association of Preservation Commissions ([NAPC](#)) in collaboration with CLG communities. NACP provides the training content and presenters, and the CLG plans the logistics to host the event. CAMP is an opportunity for CLG communities to bring people to their city from around the state. CAMP is prioritized highly for funding every other year.

Project Description

Describe the goal of the project and discuss all the steps needed to make it happen.

Discuss the roles that professional consultants, staff, and/or volunteers will play in the project work. Describe the tasks for which each will be responsible.

Discuss previous work that has been done toward completing the project.

Discuss the timeline for completion of the project.

Describe products or deliverables that you expect to be produced during the project.

If your project will entail a survey of an area of your community for historic properties, describe the survey area. Attach a map.

If your project will entail the nomination of a property or a district to the NRHP, include the property address or a brief description (location, number of properties) of the district.

If you are proposing a CAMP event, describe all aspects of the plan, including:

- *Itemized budget*
- *Venue*
- *Food and refreshments*
- *Lodging*
- *Marketing plan defined in consultation with SHPO staff*
- *Registration plan defined in consultation with SHPO and NAPC*
- *Consultation with NAPC and SHPO to select sessions and presenters*
- *Complete list of items to be covered by grant funding*

Local Historic Preservation Objectives

Discuss how the project would advance historic preservation objectives in local planning efforts. This can include identification of historic properties, protection of properties through policy or guidance, evaluation of a property's history or construction to inform repair, rehabilitation, or preservation strategies, or education programming to broaden the community's recognition, awareness, and appreciation of, and identification with local historic properties.

Describe how the project would encourage or enable the protection of historic properties or generate economic development opportunities for the community?

Describe whether and how this project would illuminate or inform the history of racial, ethnic, sexual, or gender minority communities who have been underrepresented in past surveys or plans?

Previous CLG Grant-Funded Projects

List previous CLG grant funding that your local government has received in the past five years, and which years you got the grants. Briefly describe the projects that have been funded, and whether they were completed successfully.

Training

Occasional training and education for historic preservation commissioners and staff is important for a well-functioning local historic preservation program. Here, describe all training in which your historic preservation staff or commissioners have participated in the past three years. This can include webinars, conferences, online modules, technical workshops, CAMP, or any other formats that include training on historic preservation policies, best practices, or technical methods.

Budget

A proposed budget is required for a CLG grant application to be considered complete. Budget amounts must be realistic and based on fair and open competition among suppliers of professional services, materials, or equipment.

The typical grant award is up to \$25,000. Higher awards, up to \$50,000 will be considered for exceptional, timely, and high-priority proposals.

The applicant will be reimbursed for documented, project-related expenses up to the amount of the grant award, including staff time spent managing the project.

No match is required for CLG grants.

Grant funding will be distributed as reimbursement for incurred costs. The applicant will be reimbursed for documented, project-related expenses up to the amount of the grant award, including staff time spent managing the project.

*The SHPO strongly recommends that applicants obtain at least two itemized estimates of major cost items to use as a basis for preparing a budget proposal and include written estimates as an attachment (applications with written estimates will score higher). **If you are submitting less than two estimates, describe efforts made to obtain quotes from qualified consultants.***

The selected consultant must meet the [federal Professional Qualification Standards](#)

If you are awarded a subgrant, the purchase of items in this budget must follow federal procurement standards, which provide for maximum open and free competition, regardless of the monetary value.

You can paste your budget in this field or attach it to the application form. Please use a whole dollar amount.

The consultant contracted to complete the project work must meet the [Secretary of the Interior's Professional Qualification Standards](#).

Eligible Expenses:

Salaries – Salary for CLG staff directly involved in project activities are reimbursable from the grant award. The maximum rate is \$63.00 hourly or \$504 daily. CLG staff salaries. considered "cash" for this grant.

Professional services contracts – Grant recipients must use a competitive negotiation process for procurement of professional contractors who are qualified to perform the work. The earnings limit per person for contractors \$131,544 annually.

Small, woman-owned, and minority-owned businesses - It is national policy to award a fair share of contracts to small, woman-owned, and minority-owned businesses. Affirmative steps must be taken to assure that these businesses are utilized whenever possible as sources of supplies, equipment, and services.

Supplies and Equipment:

Administrative costs – Costs including secretarial, accounting, communication costs (telephone, etc.), and other miscellaneous costs may be eligible under certain conditions. These expenses must be itemized and supported by auditable documentation. Administrative costs in excess of 10% of total direct labor costs will be reviewed closely prior to project selection and during project negotiations. The SHPO reserves the right to limit the amount of administrative costs allowed on any grant-assisted projects.

Capital equipment, we define as "per item cost is \$300 or more." If the SHPO does allow the purchase, at the conclusion of the project the equipment may become the property of the SHPO or the National Park Service.

Equipment rental. The total cannot exceed the cost to purchase the item.

Office supplies, maps, copying, printing, binding, etc. needed for project administration and production of deliverables.

Curating costs for archaeological artifacts for the duration of the project only.

Travel expenses – Costs for travel to complete project work is reimbursable. Lodging (up to \$62 per day), meals (up to \$34 per day), and mileage (up to **\$0.325 per mile**). If a new rate is approved by the federal or Wis. State government, the lower of the two rates must be used **after** it becomes effective.

-Page 6 of the Application form-

The final page of the application form must be signed by the person who will act as the project manager for the grant-funded project. The project manager will be the point of contact between the SHPO and the recipient of the grant – the CLG.

The application must also be signed by the CLG's financial agent. This is the person who can affirm that the CLG has funding available to fund the project prior to being reimbursed from the grant award.



Criteria – CLG Grant Funding

Federal Historic Preservation Funding to Certified Local Governments in Wisconsin

Minimum Requirements

Proposals must meet all of the following requirements to be considered for funding.

- ☐ Applicant consulted with SHPO staff prior to submission of this application
- ☐ *Letter of Intent* was submitted by the deadline.
- ☐ Application was submitted by the deadline.
- ☐ *CLG Annual Report* was submitted by applicant in January for previous year.
- ☐ Applicant complies with all state and federal requirements of the CLG program.
- ☐ Applicant has no incomplete CLG subgrant projects in the past five years.
- ☐ For **intensive surveys**, applicant has reviewed proposed boundaries with SHPO staff.
- ☐ For **historic district nominations**, applicant has consulted with SHPO staff on current eligibility of the district and has invited property owners to an informational meeting within 12 months of the application deadline to introduce the project and gauge support.
- ☐ To host **CAMP**, a complete proposal has been submitted that includes itemized budget, plans for venue, food/refreshments, lodging, marketing, registration, and proposed agenda.

1. Project Type - Proposals may meet only ONE of the following – **up to 30 points**

- A. Initial intensive survey of part or all of the community **(30 pts)**
 - B. Nomination of a historic district to the NRHP **(25 pts)**
 - C. Nomination of a historic district under a local historic preservation ordinance **(25 pts)**
 - D. Resurvey of an area that was surveyed more than 25 years ago **(20 pts)**
 - E. Archaeology Survey (literature search) of the whole community **(15 pts)**
 - F. Phase I Archaeological survey (on the ground) of any area in the community **(15 pts)**
 - G. Nomination of an individual *municipally-owned* property(ies) or archaeological site(s) to the NRHP **(15 pts)**
 - H. Nomination of an individual *municipally-owned* property(ies) or archaeological site(s) under a local historic preservation ordinance **(15 pts)**
 - I. Nomination of an individual *privately-owned* property(ies) or archaeological site(s) to the NRHP site **(10 pts)**
 - J. Nomination of an individual *privately-owned* property(ies) or archaeological site(s) under a local historic preservation ordinance **(10 pts)**
 - K. Public outreach and educational project **(5 pts plus potential Bonus)**
 - L. Design Guidelines or Historic Preservation Plans **(5 pts plus potential Bonus)**
- ☐ **Bonus** – Applicable to *Project Types I and J* only if the community has recently completed a survey or resurvey of its entire community *and* has made reasonable efforts to nominate all properties and districts determined by the survey to be potentially eligible. **(20 pts)**
- M. Host a [CAMP training workshop](#) (prioritized in odd-numbered years) **(100 pts)**
A fully developed CAMP proposal will include the following:
- 1. itemized budget
 - 2. venue selected for the event
 - 3. plan for food and/or refreshments
 - 4. lodging availability
 - 5. marketing plan, in consultation with SHPO staff
 - 6. registration strategy, in consultation with SHPO staff
 - 7. proposed sessions and presenters, in consultation with [NAPC](#) and SHPO

Items #2-6 do not apply to a CAMP proposal

2. Likelihood of successful and timely completion of project – up to 25 pts

- A. Proposal includes clearly defined scope, tasks, and timeline (**5 pts**)
- B. Proposed scope, tasks, and timeline are realistic and achievable (**5 pts**)
- C. Previous grant-funded projects were completed successfully (**5 pts**)
- D. Products and deliverables from previous projects were satisfactory (**5 pts**)
- E. Project management team show the capability to successfully manage the project, indicated by resumes, experience, and proposal narrative (**5 pts**)

3. Effectiveness of proposal in meeting local HP objectives – up to 25 points

- A. Proposal would advance a clearly defined historic preservation goal in the community (**10 pts**)
- B. Proposal would encourage/enable protection of historic resources or economic development opportunities (**10 pts**)
- C. Proposal would advance history of racial, ethnic, sexual, or gender minority communities who have been traditionally underrepresented (**5 pts**)

4. Applicant was not a recipient of a CLG Subgrant in the previous cycle – 5 points

5. CLG staff and Commission training – 5 points

- A. Application identifies recent trainings, conferences, or online learning attended by HP staff commissioners (5 pts.). e.g. *Wisconsin Historic Preservation and Local History Conference*, WAHPC annual conference, CAMP, Commissioner training module on wisconsinhistory.org., CLG training webinars, etc. (**5 pts**)

6. Quality of budget proposal – up to 10 points

- A. Budget clearly details project's scope and tasks (**5 pts**)
- B. Proposal includes two itemized estimates from qualified historic preservation consultants. If not, applicant explained deficiency (**5 pts**)

Preservation Information

State Historic Preservation Office

Survey and Planning Consultants Architecture, History, Archaeology

This list is provided as a convenience. It should not be considered an endorsement of any individual or firm. The Wisconsin State Historic Preservation Office (SHPO) does not license, permit, or endorse consultants. It is not comprehensive. There may be consultants not listed here, based in or willing to work in Wisconsin, who meet the Secretary of the Interior's Professional Qualification (SOIPQ) Standards for Architectural History.

To be included in this list, consultants must meet the Secretary of the Interior's Professional Qualification (SOIPQ) Standards at 36 CFR 61 for Architectural History, and have completed an architecture and history survey in the state of Wisconsin. The SHPO cannot guarantee that any work carried out by consultants listed here will meet federal and state requirements.

The SHPO does not require survey consultants working in Wisconsin to be listed here, nor does the SHPO require that municipalities or state or federal agencies hire a consultant listed here for survey projects. SHPO staff can assist in determining whether any consultant meets the SOIPQ Standards.

Considerations When Hiring a Survey Consultant

Has the consultant successfully completed an architecture and history survey in Wisconsin?

Is the consultant aware that the Wisconsin SHPO requires compliance with survey methodology in either the *Reconnaissance Survey Manual* or the *Intensive Survey Manual*?

If the survey is funded by a grant from the SHPO, is the consultant willing to sign a contract that requires compliance with a stipulated *Scope of Work* that has deadlines for progress reporting, deliverables, completion of project work, and a project budget?

Does the consultant have experience preparing a survey report that is vetted by the Wisconsin State Historic Preservation Officer?

Before entering into a contract with a survey consultant, we recommend that the sponsoring agency or unit of government:

- discuss the project with at least two consultants,
- review successful survey reports that the consultant has completed,
- share the *Scope of Work*, *Memorandum of Agreement*, and any stipulations that will govern the project

For more information about conducting a survey for historic places in your community or the selection of a survey consultant, please contact the Certified Local Government Coordinator at the State Historic Preservation Office - 608-264-6512

Bentonsport Preservation, LLC

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EBI Consulting

21 B Street
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781-273-2500
ebiconsulting.com

Edge Consulting Engineers

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McGuire Igleski & Associates, Inc.

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Evanston, Illinois 60201
847-328-5679
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Madison, WI 53711

608-354-5016

elmlerwi@gmail.com

Museum Archaeology Program (MAP)

Wisconsin Historical Society
816 State St.
Madison, WI 53706
608-264-6560
wisconsinhistory.org/Records/Article/CS4047

Preserve, LLC

Donna Weiss
5027 North Berkeley Boulevard
Whitefish Bay, WI 53217
262-617-1408
preservellc.com
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Ramaker

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Sauk City, WI 53583
608-643-4100
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Trileaf

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St Paul, MN 55101
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**University of Wisconsin-Milwaukee -
Cultural Resource Management**
Sabin Hall 284, PO Box 413
Milwaukee, WI 53201-0413
414-229-3078
[uwm.edu/archaeology-laboratory/uwm-crm/
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608-821-6600
info@westwoodps.com



AGENDA ITEM REPORT

MEETING DATE

September 25, 2024

PREPARED BY**AGENDA ITEM # 2.c**

HPC Training Chapter 4: Starting a Preservation Commission

BACKGROUND

[HPC Training Chapter 4: Starting a Commission](#)

RECOMMENDATION**ATTACHMENTS**

None



AGENDA ITEM REPORT

MEETING DATE

September 25, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.d

Zoning Code Rewrite Discussion

BACKGROUND

So far, the Village Plan Commission has reviewed the new land use descriptions and bulk dimension proposals for the new zoning code. The items presented to the Plan Commission are included in your packet. Advanced warning, there is a lot of information on the charts, and can be difficult to read. I'll do my best to help summarize the pertinent changes to this commission.

Currently, the historic downtown district is located in the Central Business Zoning district. With the revisions, this area will now be called DMU - Downtown Mixed Use. The language for this district is still being crafted, but the name change reflects the multiple uses that occur in the downtown including retail, restaurant and residential uses, with residential uses primarily occurring on the second floor above a commercial use. More details on those uses are currently being drafted and will come back to this committee for feedback to the Plan Commission.

On the bulk dimension table, the biggest change is the proposed increase in the maximum permitted height from 50 feet to 60 feet. There was a significant amount of conversation at the Plan Commission on how to preserve the historic appearance of Main Street but allow for greater flexibility with developments. One potential solution discussed was restricting the height on Main Street to match the current appearance and allowing the taller buildings off a block off Main Street.

RECOMMENDATION

ATTACHMENTS

1. PC Draft Mt Horeb Land Uses
2. PC Draft Mount Horeb Land Use Descriptions and Examples
3. PC Draft Mount Horeb Zoning District Translation Table
4. PC Draft Mt Horeb Bulk Dimensions Tables

	DRAFT NEW VILLAGE OF MOUNT HOREB ZONING STANDARDS																				
Zoning District Category	RESIDENTIAL						BUSINESS						INDUSTRIAL			OTHER					
	ZONING DISTRICTS						ZONING DISTRICTS						ZONING DISTRICT			ZONING DISTRICT					
	SF-1	SF-2	TF-1	MF-1	MF-2	MH-1	NMU	Recreation	CMU	DMU	INST	Recreation	BP	LI	HI	AG	Recreation	CON	PR	AO	IOA
Proposed Zoning District:	R-1	New	R-2	R-3	R-4	New	MSB	NB	PB	CB	New	PO	PI	I-1	I-2	A-1	RB	CO-1	New	New	New
Existing Zoning District:																					
Purpose of the Zoning District:	Single Family Residential	Single Family Residential	Two Family Residential	Multifamily Residential	Multifamily Residential	Mobile Homes	Neighborhood Mixed Use	Neighborhood Business	Corridor Mixed Use	Central Business	Institutional	Planned Office	Business Park	Light Industrial	Heavy Industrial	Agricultural	Recreation Business	Conservancy	Parks and Recreation	Adult Entertainment	Intensive Outdoor Activity
Residential Land Uses																					
Apartments/Multiplexes				P (P)	P (P)		P		P	P											
Boarding House Living Arrangment			C	C	C		C (C)	C	C	C (C)	C										
Duplex			P (P)	P (C)	P		P (C)	C													
Manufactured Home				C		P															
Manufactured Home Park				C		P															
Single Family Dwelling Unit	P (P)	P	P (P)	P (P)	P	P	P (P)	P		P						P					
Townhouse				P (P)	P (P)		P		P	P											
Twin House			P (P)	P (C)			P (C)	C													
Two-Flat			P (P)	P (C)			P (P)	C													
Mixed-Use Land Uses																					
Live/Work Unit				C	C		P		P	P	P										
Mixed Use Building							P (C)	C	P (C)	P (C)	P										
Commercial Land Uses																					
Adult-Oriented Entertainment Business																				P	
Artisan Production Shop							P		P	P	P		P	P (P)	P (P)	P					
Bed and Breakfast	C	C	C (C)	C (C)			P (C)	C	P (C)	P (C)											
Campground									C									C	P		P
Commercial Animal Boarding														P (P)	P						
Commercial Animal Daycare													P	P	P						
Commercial Indoor Lodging							P		P (C)	P (C)		C	P (C)								
Commercial Kitchen									P	P	P		P	P	P						
Drive-Through & In-Vehicle Sales or Service								C	P (C)	C		C	P (C)	P (C)							
Golf Course									P										P		
Group Daycare Center (9+ children)							P (C)	C	P (C)	P (C)	P	C	P (C)	P (C)					C		P
Indoor Commercial Entertainment							P (C)	C	P (C)	P (C)		C	P	P (C)		C					
Indoor Maintenance Service							P (P)	P	P (P)	P (P)	P		P	P (P)	P (P)	P					P
Indoor Sales or Services							P (P)	P	P (P)	P (P)	P	C	P (C)	P (P)	P (P)						P
Indoor Shooting Range															C						C
Intensive Outdoor Activity															C						P
Office							P (P)	P	P (P)	P (P)	P	P	P (P)	P (P)	P (P)						P
Outdoor Commercial Entertainment							C (C)	C	C (C)	C (C)	C		C (C)	C	C				C		P
Outdoor Sales and Display							C (C)		C (C)	C (C)			C	P (P)	P (P)						P
Outdoor Maintenance Service														P (P)	P (P)						P
Personal or Professional Service							P (P)	P	P (P)	P (P)	P	P	P (P)	P (P)	P (P)						
Physical Activity Studio							P		P	P	P		P (C)	P							
Vehicle & Boat Sales									P				P	P (P)	P						
Vehicle Service and Repair									P (C)					P (P/C)	P (P)						

	DRAFT NEW VILLAGE OF MOUNT HOREB ZONING STANDARDS																				
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Proposed Zoning District:	SF-1	SF-2	TF-1	MF-1	MF-2	MH-1	NMU	Remain	CMU	DMU	INST	Remain	BP	LI	HI	AG	Remain	CON	PR	AO	IOA
Existing Zoning District:	R-1	New	R-2	R-3	R-4	New	MSB	NB	PB	CB	New	PO	PI	I-1	I-2	A-1	RB	CO-1	New	New	New
Purpose of the Zoning District:	Single Family Residential	Single Family Residential	Two Family Residential	Multifamily Residential	Multifamily Residential	Mobile Homes	Neighborhood Mixed Use	Neighborhood Business	Corridor Mixed Use	Central Business	Institutional	Planned Office	Business Park	Light Industrial	Heavy Industrial	Agricultural	Recreation Business	Conservancy	Parks and Recreation	Adult Entertainment	Intensive Outdoor Activity
Institutional Land Uses																					
Active Outdoor Recreation	P (P/C)	P	P (P/C)	P (P/C)	P	P	P (P)	P	P (P)	P (P)	P	P	P (C)	P	P	P (C)	P	C	P		P
Community Living Arrangment 1-8	P (C)	P	P (C)	P (P)	P	P	P (C)	C	P	P	P										
Community Living Arrangment 9-15	C	C	C	P (P)	P	C	C (C)	C	C (C)	C (C)	C (C)	C									
Community Living Arrangment 16+				C (C)	C		C (C)	C	C	C	C	C									
Small Scale Public Services and Utilities	P (C)	P	P (C)	P (C)	P	P	P (P)	P	P (P)	P (P)	P	P	P (P)	P (C)	P (C)	P (C)		P (C)	P	P	P
Indoor Institutional	C		C	C			P (C)	C	P (C)	P (C)	P	C	P (C)	P (P/C)	P (P)	C			P		
Institutional Residential				C	C		(C)	C	(C)	(C)	C	C	C (C)								
Large Scale Public Services and Utilities							P	P	P	P	P		P (C)	P (C)	P (C)	P			P		
Outdoor Open Space Institutional	P (P)	P	P (P)	P (P)	P	P	P (C)	C	P (C)	P (C)	P	C	C						P		P
Passive Outdoor Recreation	P	P	P	P	P	P	P (P)	P	P (P)	P (P)	P	P	P (P/C)	P	P	P	P	P	P		P
Industrial Land Uses																					
Heavy Industrial														P/C	P (P/C)						P
Indoor Food Production and Processing														P (P/C)	P (P/C)						P
Light Industrial													P	P (P/C)	P (P/C)						P
Production Greenhouse													P	P (P)	P						P
Storage Land Uses																					
Indoor Storage and Wholesaling													P	P (P)	P (P/C)						P
Outdoor Storage and Wholesaling														C	C (P/C)						P
Personal Storage Facility									C					P	P						
Transportation Land Uses																					
Airport												C									P
Distribution Center														P (P)	P (C)						P
Freight Terminal														P	P						P
Heliport													C	C (C)	C (C)						P
Off-Site Parking Lot				C	C		C		C	P (P)	C		C	C	C				P		P
Off-Site Structured Parking				C	C		C		C	C	C		C	C	C						P
Transit Center									C	C	C		C	C	C						P
Telecommunications Land Uses																					
Communication Tower	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C (C)	C	C	C	C	C
Extraction and Disposal Land Uses																					
Composting														C	C						P
Extraction																					P
Indoor Recycling Facility														C	C						P
Salvage or Junkyard																					P
Sand and Mineral Processing																					P
Waste Disposal/Landfill																					P
Energy Production Land Uses																					
Large Solar Energy System															C						
Large Wind Energy System															C						
Agricultural Land Uses																					
Agricultural Services																C (C)					
Community Garden	P (C)	P	P (C)	P (C)	P	P	P (C)	C	P (C)	P (C)	P	C	P	P (C)	P (C)	P (C)	P (C)	C	C (C)	P	P
Cultivation	C	C	C (C)	C (C)	C	C	C (C)	C	C (C)	C (C)	C	C	C (C)	C (C)	C (C)						P
Market Garden	C (C)	C	C (C)	C (C)	C	C	P (C)	C	P (C)	P (C)	P	C	P (C)	P (C)	P (C)	P (C)	C	C	P		P
Husbandry																					
Livestock Sales Facilities																P (P)					
Intensive Agriculture																C					P
On-Site Agricultural Retail																C (C)					
Selective Cutting	P		P	P			P	P	P	P		P	P	P	P	P (P)					
Clear Cutting	C		C	C			C	C	C	C		C	C	C	C	C	C	C			

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Accessory Land Uses																					
Accessory Dwelling Unit	P	P	P	P			P														
Communication Antenna	P	P	P	P	P	P	P		P	P	P			P	P	P		P	P	P	P
Company Cafeteria									P	P(P)	P		P(P)	P	P						
Detached Residential Accessory Building	P(P)	P	P(P)	P(P)	P(P)	P	P(P)	P	P(P)	P(P)	P	P	P	P	P				P		
Electric Vehicle Charging	P	P	P	P	P	P	P		P	P	P		P	P	P				P		P
Farm Residence								P	P			P	P								
Home Occupation	P(P)	P	P(P)	P(P)	P(P)	P	P(P)	P	P(P)	P(P)	P	P	P	P	P						
Incidental Commercial Entertainment							P		P	P	P		P	P							
Incidental Indoor Sales							P		P	P	P		P(P)	P	P				P		P
Incidental Light Industrial							P(C)	C	P(C)	P(C)	P		P	P	P						P
Incidental Outdoor Display and Sales							P		P(C)	P	P		P	P	P				P		P
Incidental Outdoor Storage									P		P		P	P	P						P
In-Family Suite	P	P	P	P	P	P	P														
In-Home Daycare (Less than 9)	P(P)	P	P(P)	P(P)	P	P	P		P	P	P		P(P)	P(P)	P(P)						
Migrant Employee Housing																					
Nonresidential Accessory Structure							P(P)	P	P(P)	P(P)	P	P	P(P)	P(P)	P(P)				P	P	P
On-Site Parking Lot	P		P		P		P(P)	P	P(P)	P(P)	P	P	P(P)	P	P				P	P	P
On-Site Structured Parking				P	P		P		P	P	P		P	P	P						P
Personal Antenna and Towers	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Residential Apiary	P	P	P	P	P	P	P											P			
Residential Chickens	P	P	P	P	P	P	P														
Residential Kennel	P	P	P																		
Residential Stable																					
Satellite Dish	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Short-Term Residential Rental	P(C)	P	P(C)	P(C)	P(C)	P	P(C)	C	P(C)	P(C)	P	P	P(C)	P(C)	P(C)			P	P	P	P
Small Solar Energy System	P	P	P	P	P	P	P						P	P	P			P	P	P	P
Small Wind Energy System	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Optional Minor Accessory Structures																					
Arbor/Trellis	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Awning/Canopy	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Basketball Hoop	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Bay Window/Balcony	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Birdbath, Bird House, or Birdfeeder	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Chimney	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Clothes Line	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Decorative Pond	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Eaves and Gutters	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Elevated Deck/Porch	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Fire Escape	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Flag Pole	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Fountain	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Garden, Residential Composting, Raised Garden Bed, Landscape Area, Rain Garden, or Bioswale	P(P)	P	P(P)	P(P)	P(P)	P	P(P)		P(P)	P(P)	P(P)		P(P)	P(P)	P(P)			P	P	P	P
Gazebo/Picnic Shelter	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Greenhouse	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Little Food Pantry	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Little Library	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Mechanical Equipment	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Outdoor Kitchen	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Patio/Freestanding Deck	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Paved Play Court	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Picnic Table/Bench	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Recreational Paved Path/Boardwalk/Platform	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Refuse Enclosure	P	P	P	P	P	P	P		P	P	P		P	P	P				P	P	P
Seasonal Decorations	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Statue/Art Object	P	P	P	P	P	P	P		P	P	P		P	P	P			P		P	P
Stoop/Landing	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Swimming Pool	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Swing Set/Play Equipment	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Treehouse	P	P	P	P	P	P	P		P	P	P		P	P	P					P	P
Walkways/Steps	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P

	DRAFT NEW VILLAGE OF MOUNT HOREB ZONING STANDARDS																				
Existing Zoning District Category	RESIDENTIAL						BUSINESS						INDUSTRIAL			OTHER					
Proposed Zoning District:	SF-1	SF-2	TF-1	MF-1	MF-2	MH-1	NMU	Neighborhood	CMU	DMU	INST	Neighborhood	BP	LI	HI	AG	Neighborhood	CON	PR	AO	IOA
Existing Zoning District:	R-1	New	R-2	R-3	R-4	New	MSB	NB	PB	CB	New	PO	PI	I-1	I-2	A-1	RB	CO-1	New	New	New
Purpose of the Zoning District:	Single Family Residential	Single Family Residential	Two Family Residential	Multifamily Residential	Multifamily Residential	Mobile Homes	Neighborhood Mixed Use	Neighborhood Business	Corridor Mixed Use	Central Business	Institutional	Planned Office	Business Park	Light Industrial	Heavy Industrial	Agricultural	Recreation Business	Conservancy	Parks and Recreation	Adult Entertainment	Intensive Outdoor Activity
Temporary Land Uses																					
Farmer's Market							P		P	P	P								P		
Garage or Estate Sale	P	P	P	P	P	P	P		P							P					
Temporary Farm Product Sales/Roadside Stand							P	P	P				P			P	P				
Temporary Moving Container (Residential)	P	P	P	P	P	P	P		P	P	P		P	P	P	P					
Temporary On-Site Construction Storage, Project Office, and Real Estate Sales Office	P	P	P	P	P	P	P	P	P (P)	P	P	P (P)	P (P)	P	P	P (P)	P		P	P	P
Temporary Outdoor Assembly	P	P	P	P	P	P	P (P)	P	P (P)	P	P	P	P (P)	P	P	P (P)	P	P	P	P	P
Temporary Outdoor Sales							P	P	P				P				P				
Temporary Outdoor Storage Container (non-res.)							P		P	P	P		P	P	P			P	P	P	P
Temporary Refuse Container	P	P	P	P	P	P	P		P	P	P		P	P	P			P	P	P	P
Temporary Relocatable Building							P (P)	P	P (P)	P	P	P	P (P)	P	P	P (P)	P		P		P
Temporary Shelter Structure																					
Temporary Vehicle Sales	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		P	P	P	P	P

DRAFT Village of Mount Horeb Zoning Ordinance
Land Use Descriptions

Date: July 16, 2024

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Principal Land Uses

Residential Land Uses	
Apartment/Multiplex	This dwelling unit type consists of a single structure with three or more individual attached dwelling units.
Boarding House Living Arrangement	A residential land use where occupancy of a dwelling unit is shared by six or more unrelated adult individuals.
Duplex	This dwelling unit type consists of two separate Single Family Dwelling Units, each having a private individual exterior entrance or private interior entrance from a shared foyer, and no shared internal access other than entry foyers and halls. Similar to Twin Houses, Duplexes are attached side-by-side units, each with a ground floor and roof. Unlike Twin Houses, the two dwelling units in a Duplex are located on one lot.
Manufactured Home	A type of dwelling unit suitable for year-round occupancy designed to be towed as a single unit or in sections, with or without a permanent foundation, with walls of rigid, un-collapsible construction, and with water supply, sewage disposal, and electrical convenience. A Manufactured Home includes both a “mobile home” and a “manufactured home” as defined by Wisconsin Statutes. Any similar dwelling unit which has its own motor and/or remains on wheels shall be considered a recreational vehicle. A modular home is a home meeting the Uniform Building Code that is transported to the building site in sections, does not have a permanent chassis, and is permanently mounted on a permanent foundation. A modular home is regulated as a single family dwelling unit.
Manufactured Home Park	This land use is a form of residential development which is exclusively reserved for individually sold or rented air right pads containing Manufactured Homes. Each Manufactured Home must meet the requirements of the manufactured home definition.
Single Family Dwelling Unit	This dwelling unit type consists of a fully detached single family residence which is located on an individual lot. Single family dwelling units are designed for one family and have no roof, wall, or floor in common with any other dwelling unit. A single family dwelling that contains an in-family suite is still considered a single family dwelling.
Townhouse	This dwelling unit type consists of attached structures, each having private, individual access. This dwelling unit type may be located on its own lot or within a group development. Each dwelling unit shares at least one common wall with an adjacent dwelling unit.
Twin House	This dwelling unit type consists of two separate Single Family Dwelling Units, each having a private individual exterior entrance or private interior entrance from a shared foyer, and no shared internal access other than entry foyers and halls. Similar to Duplexes, Twin Houses are attached side-by-side units, each with a ground floor and roof. Unlike Duplexes, each dwelling unit in a Twin House is located on a separate lot.
Two Flat	This dwelling unit type consists of a single structure with two separate Single Family Dwelling Units, each having a private individual exterior entrance or private interior entrance from a shared foyer, and no shared internal access

	other than entry foyers and halls. Two Flats are attached units within a single structure with one unit above the other.
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Mixed-Use Buildings	
Live/Work Building	A multi-unit building, typically arranged in a townhouse format, in which each unit contains a commercial use on the ground floor with a residential use on upper floors, with both uses occupied by the same resident/business operator. The commercial use is typically interconnected to the residential use with an internal stair or elevator.
Mixed Use Building	A building containing a mix of principal commercial land uses and principal residential land uses.

Commercial Land Uses	
Adult-Oriented Entertainment Business	An adult bookstore, adult theater, adult massage parlor, adult sauna, adult entertainment center, adult cabaret, adult health or sport club, adult steam room or bathhouse facility, or any other business in which the primary business activity is characterized by emphasis on matters depicting, describing, or relating to nudity, sexual conduct, sexual excitement, or sadomasochistic abuse.
Artisan Production Shop	A building or portion thereof used by 10 or fewer artists or artisans for the creation, preparation, display and sale of unique (rather than mass-produced) individually crafted items including artwork, jewelry, custom furniture, woodwork, sculpture, glass, metal, pottery, leathercraft, hand-woven articles, and related items, as either a principal use or accessory use.
Bed and Breakfast	Bed and Breakfasts are places of lodging that provide rooms for rent in the owner's personal residence, are occupied by the owner at the time of rental, and where the only meal served to guests is breakfast.
Campground	Campgrounds include any facilities designed for overnight accommodation of persons in tents, travel trailers, or other mobile or portable shelters or recreational vehicles, including recreational vehicle overnight stays in parking lots and other similar locations not in campgrounds.
Commercial Animal Boarding	Facilities where short-term and/or long-term animal boarding is provided, including commercial kennels, commercial stables, and animal shelters. Exercise yards, fields, training areas, and trails associated with such land uses are considered accessory and do not require separate consideration.
Commercial Animal Daycare	Facilities where short-term pet daycare is provided. Exercise yards, fields, training areas, and trails associated with such land uses are considered accessory and do not require separate consideration.
Commercial Indoor Lodging	Facilities where overnight housing in individual rooms or suites of rooms is provided, with each room or suite having a private bathroom. Such land uses may provide in-room or in-suite kitchens and may also provide indoor recreational. Restaurant, lounge, fitness centers, and other on-site facilities available to non-lodgers are considered principal uses and therefore require review as a separate land use.

Commercial Kitchen	A building or portion thereof used for the preparation of food that can be rented or used as a classroom by different organizations, businesses, or individuals. Products produced on site may be sold off site.
Drive-Through and In-Vehicle Sales or Service	Land uses where sales and/or services are conducted to persons in vehicles, or to vehicles which may or may not be occupied at the time of such activity (except vehicle repair and maintenance services). Such land uses often have traffic volumes which exhibit their highest levels concurrent with peak traffic flows on adjacent roads. Examples of such land uses include, but are not limited to, drive-in facilities, drive-through facilities, fuel stations, and car washes.
Golf Course	An area of land developed and maintained for golfing, including related facilities and amenities.
Group Daycare Center (9+ Children)	Facilities which provide childcare services for 9 or more children. Such land uses may be operated in conjunction with another principal land use on the same environs, such as a church, school, business, or civic organization. In such instances, group daycare centers are considered a separate principal use and require review as such.
Indoor Commercial Entertainment	Land uses which provide restaurants, taverns, and entertainment services entirely within an enclosed building. Such activities often have the potential to be associated with nuisances related to amplified music, noise, lighting, trash, and late operating hours that extend significantly later than most other commercial land uses. Examples of such land uses include, but are not limited to, restaurants, taverns, theaters, bowling alleys, arcades, roller rinks, and pool halls.
Indoor Maintenance Service (Non-Vehicle)	Facilities where maintenance and repair service is provided and all operations are located entirely within an enclosed building, including the repair of clocks, vacuum cleaners, and small appliances. This shall not include Vehicle Sales or Vehicle Service and Repair land uses.
Indoor Sales or Service	The sale and/or display of merchandise or equipment or non-personal or non-professional services, entirely within an enclosed building. Includes general merchandise stores, grocery stores, butcher, sporting goods stores, antique stores, gift shops, laundromats, bakeries, copy and printing centers, photo processing centers, and other uses meeting this definition.
Indoor Shooting Range	Land use which provides an indoor shooting range service entirely within an enclosed building. Such activities often have the potential to be associated with nuisances related to amplified noise and lighting, safety and security, and late operating hours that extend significantly later than most other commercial land uses
Intensive Outdoor Activity	Land uses located on private or public property that require intensive lighting and generate regional traffic and noise beyond property lines. Intensive outdoor activity land uses may include, but are not limited to, amusement parks, water parks, fairgrounds, outdoor stadiums, go cart tracks, paint ball, race tracks, ski hills, drive-in theaters, and tournament-oriented athletic facilities.
Office	Indoor Offices where the primary function is the handling of information or administrative services. Office uses do not typically provide services directly to customers on a walk-in basis.

Outdoor Commercial Entertainment	Land uses which provide entertainment services partially or wholly outside of an enclosed building. Such activities often have the potential to be associated with nuisances related to noise, lighting, dust, trash, and late operating hours. Outdoor commercial entertainment land uses may include, but are not limited to outdoor eating and drinking areas, sand volleyball courts, outdoor assembly areas, and outdoor swimming pools associated with another principal land use. Note that high-attendance facilities oriented to non-resident users or attendees and intensively lit tournament oriented outdoor facilities are considered intensive outdoor activity land uses.
Outdoor Sales and Display	Land uses where the sale and display of merchandise or equipment is conducted outside of an enclosed building on more than a temporary basis. Examples include, but are not limited to, outdoor garden centers, outdoor recreation equipment sales, monument sales, flea markets, and manufactured and mobile housing sales. If the permanent Outdoor Sales and Display area is less than 250 square feet and is secondary to an Indoor Sales or Service use, such use shall instead be considered Incidental Outdoor Sales and Display. Outdoor Display on a temporary basis shall be regulated by Temporary Outdoor Sales under Section X.
Outdoor Maintenance Service (Non-Vehicle)	Facilities where maintenance and repair service is provided and where all or any portion of the operation is located outside of an enclosed building. This shall not include Vehicle Sales or Vehicle Service and Repair land uses.
Personal or Professional Service	Indoor service land uses where the primary function is the provision of services directly to an individual on a walk-in or on-appointment basis. Examples of such uses include establishments where customers make an appointment, such as professional services, insurance or financial services, realty offices, small scale by-appointment medical offices and clinics, veterinary clinics, barber shops, beauty shops, and related land uses including ancillary on site production of items used in the provision of such services, as defined by the Incidental Light Industrial accessory use (see Section X).
Physical Activity Studio	All land uses which provide a facility for training, instruction, and physical activity within an enclosed building. Such activities often have operating hours which extend significantly earlier or later than most other commercial land uses, and often employ amplified music to set training tempo. Examples of such land uses include health or fitness centers, all forms of training studios (yoga, dance, art, martial arts, gymnastics, etc.), and music schools.
Vehicle and Boat Sales	The sale and display of vehicles and/or boats for sale or rent outside of an enclosed building. Such land uses also include an ancillary repair shop associated with the vehicle display lot and sales building.
Vehicle Service and Repair	Facilities where vehicle service and/or repair is provided entirely within an enclosed building, including unlicensed or inoperable vehicles used for spare parts.
Water Related Recreation	Water-related recreational facilities such as marinas, yacht clubs, bait shops, boat launching ramps, boat slips, boat storage, docking facilities, boat liveries and rentals, and boat repair and maintenance facilities, including gasoline pumps for marine use.

Institutional Land Uses	
Active Outdoor Recreation	Recreational land uses which involve active recreational activities. Such land uses include tennis courts, basketball courts, ball diamonds, football fields, soccer fields, neighborhood parks, tot lots, outdoor swimming pools, swimming beach areas, fitness courses, public golf courses, and similar land uses.
Community Living Arrangements	Facilities provided for in Wis. Stats. 62.23(7)(i), including community living arrangements for adults as defined in Wis. Stats. 46.03(22), community living arrangements for children as defined in Wis. Stats. 48.743(1), foster homes as defined in Wis. Stats. 48.02(6), and adult family homes and community-based residential facilities (CBRFs) as defined in Wis. Stats. 50.01(1g). Community Living Arrangements do not include Boarding Houses, Group Daycare Centers, nursing homes, homeless shelters, hospitals, prisons, or jails. Community Living Arrangement facilities are regulated depending upon their capacity as provided for in Wis. Stats. 62.23(7)(i)1.-5., provided any such regulations do not violate federal or state housing or anti-discrimination laws.
Small Scale Public Services and Utilities	The erection, construction, alteration, or maintenance by public utilities or municipal or other governmental agencies and private utilities, of underground and overhead lines and pipes for gas, electric, telephone, communications, cable television, steam, public water supply, sanitary sewage collection, stormwater detention or conveyance, or other comparable utilities. Small Scale Public Services and Utilities include such above-surface facilities as poles, guide wires, fire alarm boxes, water hydrants, lift stations, utility posts, police call boxes, cabinets, vaults, and standpipes. Small Scale Public Services and Utilities do not include larger utility facilities included under Large Scale Public Services and Utilities, such as electric substations, wastewater treatment plants, well houses, and water towers.
Indoor Institutional	Indoor public and not for profit recreational facilities (such as gyms, swimming pools, libraries, museums, and community centers), government facilities, schools, churches, homeless day shelters, hospitals and walk-in clinics, nonprofit clubs, nonprofit fraternal organizations, convention centers, private institutional businesses, jails, prisons, and similar land uses.
Institutional Residential	Residential development designed to accommodate Institutional Residential land uses, such as convents, monasteries, dormitories, fraternities, sororities, senior housing, retirement homes, assisted living facilities, nursing homes, hospices, convalescent homes, limited care facilities, rehabilitation centers, homeless shelters (with or without meal service), and similar land uses not considered to be Community Living Arrangements under Sections 300.03.13(7-9) of this ordinance or under the provisions of Wis. Stats. 62.23.
Large Scale Public Services and Utilities	Large scale facilities such as public works facilities and garages, wastewater treatment plants, potable water treatment plants, public and/or private utility substations, water towers, well houses, and similar land uses involving buildings and/or fenced enclosures. This does not include uses listed under Small Scale Public Services and Utilities.
Outdoor Open Space Institutional	Cemeteries, privately held permanently protected green space areas, open grassed areas not associated with any particular active recreational land use, and similar land uses.

Passive Outdoor Recreation	Recreational land uses which involve passive recreational activities, such as arboretums, natural areas, wildlife areas, hiking trails, bike trails, cross country ski trails, horse trails, picnic areas, picnic shelters, botanical gardens, fishing areas, and similar land uses.
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Industrial Land Uses	
Heavy Industrial	Industrial activities that may be wholly or partially located outside of an enclosed building; may have the potential to create certain nuisances which are detectable at the property line; and may involve materials which pose a significant safety hazard. Examples include, but are not limited to: fruit, vegetable, grain, dairy, and meat product producer and by-product producers; slaughterhouses; tanneries; paper, pulp or paperboard producers; chemical and allied product producers (except drug producers) including poison or fertilizer producers; plastic refinement and raw plastics material production; petroleum and coal product producers; asphalt, concrete or cement producers; stone, clay, or glass product producers; primary metal producers; heavy machinery producers; electrical distribution equipment producers; electrical industrial apparatus producers; transportation vehicle producers; commercial sanitary sewage treatment plants; railroad switching yards; recycling facilities not involving the on-site storage of salvage materials; and large-scale alcoholic beverage producers exceeding the production limits in Chapter 125, Wisconsin Statutes.
Indoor Food Production and Processing	Any business whose principal activity is the growing, production, or wholesaling of products that are either grown or stored on-site or shipped to the site for indoor production purposes. This land use also includes the following activities: the seasonal display of plants and related products outdoors; the farming of aquatic plants and animals under controlled conditions utilizing recirculating (closed) system technology; and aquaponics, which is the symbiotic cultivation of plants and aquatic organisms in a recirculating system. This land use does not include Heavy Industrial uses such as slaughterhouses or other related production uses that may have the potential to create certain nuisances which are detectable at the property line or may involve materials which pose a significant safety hazard.
Light Industrial	Facilities where all operations, with the exception of loading, are conducted entirely within an enclosed building. Such land uses are not associated with nuisances such as odor, noise, heat, vibration, and radiation which are detectable at the property line, and do not pose a significant safety hazard (such as danger of explosion). Examples include, but are not limited to manufacturing and or assembly of clothing, furniture, cabinetry, electronic components, motorized equipment assembly, production of plastic products and components from plastics pellets and related material refined or produced off-site, and mass-produced arts and crafts. Industrial land uses may conduct indoor sales as an accessory use provided that the requirements of Section X are complied with.
Medium Industrial	Facilities where the majority of operations, with the exception of loading and some outdoor storage of raw materials or finished products, are conducted entirely within an enclosed building. Such land uses are not associated with

	nuisances such as odor, noise, heat, vibration, and radiation which are detectable at the property line, and do not pose a significant safety hazard (such as danger of explosion). Examples include, but are not limited to manufacturing and or assembly of clothing, furniture, cabinetry, electronic components, motorized equipment assembly, production of plastic products and components from plastic pellets and related material refined or produced off-site, and mass-produced arts and crafts. These land uses may conduct indoor sales as an accessory use provided that the requirements of Section X are complied with.
Production Greenhouse	Any business in which the principal activity is the growing and wholesaling of plants or plant byproducts such as flowers, shrubbery, trees, and horticultural and floricultural products (not including fruits and vegetables) that are grown or stored within an enclosed building or structure constructed chiefly of glass or glasslike material, cloth, or other permanent material. Such uses also often involve the seasonal display of plants and related products outdoors.

Storage Land Uses	
Indoor Storage and Wholesaling	Land uses primarily oriented to the receiving, holding, and shipping of packaged materials for a single business or a single group of businesses. With the exception of loading and parking facilities, such land uses are contained entirely within an enclosed building. Examples of this land use include conventional warehouse facilities, long-term indoor storage facilities, and joint warehouse and storage facilities. Retail outlets associated with this use shall be considered accessory uses.
Outdoor Storage and Wholesaling	Land uses primarily oriented to the receiving, holding, and shipping of packaged materials for a single business or a single group of businesses. Such a land use, in which any activity beyond loading and parking is located outdoors, is considered an Outdoor Storage and Wholesaling land use. Examples of this land use include, but are not limited to, storage yards, equipment yards, lumber yards, and coal yards.
Personal Storage Facility	Also known as “mini-warehouses,” these land uses are oriented to the indoor storage of items entirely within partitioned buildings having an individual access to each partitioned storage area.

Transportation Land Uses	
Airport	Transportation facilities providing takeoff, landing, servicing, storage, and other services to any type of air transportation. Takeoffs and landings of any type of air vehicle (including ultralight aircraft, hang gliders, parasails, and related equipment) within the jurisdiction of this Chapter shall occur only in conjunction with an approved Airport.
Distribution Center	Facilities oriented to the short-term indoor storage and possible repackaging and reshipment of materials involving the activities and products of a single user. Retail outlets associated with this use shall be considered accessory uses.
Freight Terminal	Land and buildings representing either end of one or more truck carrier line(s) which may have some or all of the following facilities: yards, docks, management offices, storage sheds, buildings and/or outdoor storage areas, freight stations,

	and truck maintenance and repair facilities, principally serving several or many businesses requiring trans-shipment.
Heliport	An area designed to be used for the landing or takeoff of helicopters including operations facilities, such as maintenance, loading and unloading, storage, fueling, or terminal facilities.
Off-Site Parking Lot	Off-Site Parking Lots include any areas used for the temporary surface parking of vehicles which are fully registered, licensed, and operable.
Off-Site Structured Parking	Commonly referred to as a parking ramp or parking garage, Off-Site Structured Parking is a type of parking structure for the temporary parking of vehicles which are fully registered, licensed, and operable. Off-Site Structured Parking is stand-alone, multi-level parking area in which one or more levels are supported above the lowest level. A parking structure may also include underground parking spaces. Parking structures that are incorporated into the same building as a separate principal land use shall be regulated as On-Site Structured Parking.
Transit Center	A building, structure, and/or area designed and used for the purpose of loading, unloading, or transferring passengers or accommodating the movement of passengers from one mode of transportation to another. Examples include, but are not limited to, bus stations, train stations, and park and ride stations.

Telecommunication Land Uses	
Communication Tower	Any structure that is designed and constructed for the purpose of supporting one or more antennas for communication purposes such as cellular telephones or similar, including self-supporting lattice towers, guyed towers, or monopole towers. For satellite dishes and antennas accessory to a principal use, see the Satellite Dish or Personal Antenna and Towers accessory land use definitions. Height shall be measured from finished grade to the highest point on the tower or other structure, including the base pad. This definition includes the mobile service support structure, supports, and equipment buildings.

Extraction and Disposal Land Uses	
Composting	Land uses devoted to the collection, storage, processing, and/or disposal of vegetation or food waste.
Extraction	Land uses involving the removal of soil, clay, sand, gravel, rock, minerals, peat, or other material in excess of that required for approved on-site development or agricultural activities.
Indoor Recycling Facility	Land uses providing indoor materials recycling services including materials unloading, materials storage, materials sorting, and materials shipping. This land use does not involve any outdoor activities.
Salvage or Junkyard	Land or structure used for a salvaging operation including but not limited to: the above-ground, outdoor storage and/or sale of waste paper, rags, scrap metal, and any other discarded materials intended for sale or recycling; and/or the collection, dismantlement, storage, or salvage of unlicensed and/or inoperable vehicles intended for scraping or recycling. Recycling facilities involving on-site outdoor storage of salvage materials are included in this land use. This shall not include Vehicle Service and Repair.

Sand and Mineral Processing	Land or structure used for processing sand or minerals, extracted on-site or transported to the site, that removes the desired product from the mineral or enhances the characteristics of the sand or mineral.
Waste Disposal/Landfill	Waste disposal facilities are any facilities and/or areas used for the disposal of solid wastes including those defined by Wis. Stats. 289.01(33), but not including Composting operations or Indoor Recycling operations.

Energy Production Land Uses	
Large Solar Energy System	Equipment and associated facilities that directly convert and then transfer or store solar energy into usable forms of thermal or electrical energy. Large Solar Energy Systems are the only principal land use permitted on a property and are designed primarily to generate energy for commercial sale off-site.
Large Wind Energy System	Equipment and associated facilities that convert and then store or transfer energy from the wind into usable forms of energy. Large Wind Energy Systems have a total installed nameplate capacity of more than 300 kW or consist of individual wind turbines that have an installed nameplate capacity of more than 100 kW each.

Agricultural Land Uses	
Agricultural Service	Operations pertaining to the sale, handling, transport, packaging, storage, or disposal of agricultural equipment, products, by-products, or materials primarily used or produced by agricultural operations. Examples of such land uses include, but not limited to, agricultural implement sales, storage, or repair operations; feed and seed stores; agricultural chemical dealers and/or storage facilities; animal feed storage facilities; commercial dairies; food processing facilities; canning and other packaging facilities; and agricultural waste disposal facilities (except commercial Composting uses).
Community Garden	Community Garden areas for cultivation and related activities divided into one or more plots to be cultivated by more than one operator or member. These areas may be on public or private lands.
Cultivation	Operations primarily oriented to the on-site, outdoor raising of plants for commercial purposes. Cultivation includes the raising of trees as a crop to be replaced with more trees after harvesting, such as in nursery or Christmas tree operations. The raising of plants for consumption by farm animals is considered Cultivation if said plants are consumed by animals which are located off-site.
Market Garden	An area for cultivation and related activities, including on-site sales of crops grown on-site and cultivated by more than one operator or member. These areas may be on public or private lands.
Husbandry	All operations primarily oriented to the on-site raising and/or use of animals at an intensity of less than one animal unit per acre. This includes horses, cattle, sheep, goats, llamas (and related species), deer, antelope, swine, fowl (including chickens, turkeys, ducks, geese, peacocks, guinea hens, game birds), aquatic species (including fish, shellfish, crustaceans, echinoderms, plants, and algae), and any animals typically hunted or trapped. Apiaries are also considered Husbandry land uses. This excludes animals typically kept as pets and commonly available at commercial pet stores (e.g.,

	domestic dogs and cats, fish, small rodents, reptiles, amphibians, tropical/exotic birds), in addition to Residential Apiary accessory land uses (see Section X).
Livestock Sales Facilities	All operations primarily oriented to the on-site sale of animals.
Intensive Agriculture	All operations primarily oriented to the on-site raising and/or use of animals at an intensity equal to or exceeding one animal unit per acre and/or agricultural activities requiring structures, equipment and/or infrastructure specific to one operation rather than to farming in general. Examples of such land uses include feed lots, hog farms, poultry operations, aquaculture, and other operations meeting this criterion.
On-Site Agricultural Retail	The sale of agricultural products grown exclusively on the site. The sale of products grown or otherwise produced off-site shall not be permitted within On-Site Agricultural Retail operations and shall be regulated as a distinct land use. Packaging and equipment used to store, display, package, or carry products for the convenience of the operation or its customers (such as egg cartons, baskets, containers, and bags) shall be produced off-site.
Selective Cutting	Selective cutting land uses include any operation associated with the one-time, continuing, or cumulative clearing, cutting, harvesting, or other destruction of trees (including by fire) where the extent of such activity is limited to an area (or combined areas) of less than or equal to 30% of the woodlands on the property (or up to 100% for developments approved prior to the effective date of this chapter). Selective cutting activity shall be limited to areas located within development pads which are designated on recorded plats or certified survey maps. The destruction of trees in an area in excess of this amount of the woodlands on the property shall be considered clear-cutting
Clear Cutting	Clear-cutting land uses include the one-time, continuing, or cumulative clearing, cutting, harvesting, or other destruction (including by fire) of trees in an area (or combined areas) of more than 30% of the woodlands on a property (or up to 100% for developments approved prior to the effective date of this chapter). Clear-cutting is permitted only as a conditional use within the jurisdiction of this chapter. Areas which have been clear-cut as a result of intentional action following the effective date of this chapter without the granting of a conditional use permit are in violation of this chapter and the property owner shall be fined for such violation (in accordance with the provisions of § 17.178) and shall be required to implement the mitigation standards required for the destruction of woodlands solely at his/her expense, including costs associated with site inspection to confirm the satisfaction of mitigation requirements. Areas which have been clear-cut unintentionally as a result of fire shall not subject the owner of the property to fines associated with the violation of this chapter, but shall require the satisfaction of mitigation requirements at the owner's expense, including cost associated with site inspection to confirm the satisfaction of mitigation requirements.

Accessory Land Uses and Structures

Accessory Land Uses	
Accessory Dwelling Unit	Residential dwellings located directly above the ground floor of a building used for an office, commercial, or institutional land use, or a residential dwelling unit located on the same lot as a single-family dwelling unit, either in the same building as the single-family dwelling unit or in a detached building.
Communication Antenna	Devices used for the transmission or reception of electromagnetic waves, attached to a Communication Tower, building, or alternative tower structures, including associated equipment buildings/cabinets.
Company Cafeteria	A food service operation which provides food only to company employees and their guests.
Detached Residential Accessory Structure	Detached buildings accessory to a residential use including but not limited to buildings used to shelter parked passenger vehicles (including garages) and workshops, greenhouses, boathouses, and pool houses, per the Building Code.
Electric Vehicle Charging	Includes all indoor and outdoor charging facilities for electric and hybrid electric vehicles. This land use is typically accessory to on-site parking, off-site parking, driveways, or indoor parking facilities.
Farm Residence	A Farm Residence is a single family detached dwelling unit located on the same property as any of the principal agricultural land uses listed in Section 23-76.
Home Occupation	Economic activities performed within a residential dwelling unit. Examples include personal and professional services, handicrafts, and retail conducted online. Home Occupations are intended to provide a means to accommodate a small home-based family or professional business without the necessity of a rezoning from a residential to a business district. Home Occupations are limited to low intensity businesses and businesses with limited overlap of customer visits.
Incidental Commercial Entertainment	Outdoor commercial entertainment which is incidental to a principal land use, such as a Restaurant, Tavern, or In-Vehicle Sales and Service, on the same site.
Incidental Indoor Sales	Retail sales activity conducted exclusively indoors which is incidental to a principal land use such as Indoor Storage and Wholesaling on the same site.
Incidental Light Industrial	Light industrial activities conducted exclusively indoors which is incidental to a principal land use, such as Indoor Sales or Service, on the same site. Light industrials activities shall be less than 50% of the gross floor area.
Incidental Outdoor Display and Sales	The sale and display of merchandise or equipment outside of an enclosed building and is incidental to a principal commercial or industrial land use.
Incidental Outdoor Storage	Outdoor storage which is incidental to a principal land use, such as Indoor Sales or Service, on the same site.
In-Family Suite	An area within a dwelling unit that may contain separate kitchen, dining, bathroom, laundry, living, and sleeping areas, including exterior porches, patios, and decks. In addition to the required internal physical connection, separate outdoor access or separate access to the garage may be provided. However, external entries serving as the primary or only access to the In-Family Suite are prohibited.

In-Home Daycare (4-8 children)	Occupied residences in which a licensed person or persons provide childcare for 4 to 8 children. The care of less than four children is not subject to the regulations of this Chapter. State Law Reference: Section 66.1017(1)(a), Wisconsin Statutes.
Migrant Employee Housing	Migrant Employee Housing include any facility subject to the regulation of Wisconsin Statutes, Section 103.90(3)(a).
Nonresidential Accessory Structure	Structures primarily used to shelter business vehicles or to store maintenance equipment for the subject property.
On-Site Parking Lot	On-Site Parking Lots are any areas located on the same site as the principal land use which are used for the temporary surface parking of vehicles which are fully registered, licensed, and operable.
On-Site Structured Parking	Structured parking which is accessory to a principal land use such as Apartments, Office, and Mixed Use Buildings, and which is incorporated into the same building as the principal land use. Stand-alone structured parking that is not integrated with another land use shall be regulated as On-Site Structured Parking.
Personal Antenna and Towers	Devices used for the transmission or reception of electromagnetic waves, external to or attached to the exterior of any building. This definition includes the structure, supports, and equipment buildings. This land use applies to antenna and towers for personal use. Examples include amateur radio antenna and personal television antenna.
Residential Apiary	The assembly of one or more colonies of honeybees on a single residential lot.
Residential Chickens	The keeping of chickens including accommodating and raising chickens, defined as a domestic fowl of the subspecies <i>Gallus gallus domesticus</i> , in covered enclosures (coops) and fenced enclosures (runs).
Residential Kennel	An enclosed structure designed for the keeping of dogs that is accessory to a residential use.
Residential Stable	An accessory structure that is designed for the keeping of equines for the private use of the occupants of the principal dwelling and their guests, but in no event for hire.
Satellite Dish	A bowl-shaped antenna with which signals are transmitted to or received from a communications satellite. This land use applies to dishes for personal use and private use.
Short-Term Residential Rental	Includes all lodging places and tourist cabins and cottages, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists and transients. It does not include private boarding houses or rooming houses not accommodating tourists or transients, or bed and breakfast establishments regulated under ACTP 73.
Small Solar Energy System	Equipment and associated facilities that directly convert and then transfer or store solar energy into usable forms of thermal or electrical energy. Small Solar Energy Systems are accessory to a principal land use on a property and are designed primarily to generate energy for said principal land use.
Small Wind Energy System	A wind energy conversion system consisting of a wind turbine, a tower and associated control or conversion electronics which will be used primarily to reduce on-site consumption of utility power. Small wind energy systems have a total installed nameplate capacity of 300 kW or less and consist of individual

	wind turbines that have an installed nameplate capacity of not more than 100 kW.
Optional Minor Accessory Structures (Arbor-Walkway/Steps)	Structures are those features that are generally less than 16 feet in high and less than 120 sf in area and which, in the opinion of the Building Inspector, are similar in size, character and function to those listed. Obstructions are those features that are integral to or otherwise permanently attached to the principal structure. Other integral or attached features, which in the opinion on the Building Inspector are not similar to those listed in this table, shall comply with the principal building setbacks.

Temporary Land Uses and Structures

Unless stated otherwise below, temporary uses are limited to 90 days per calendar year. Certain temporary uses may be extended in duration through the conditional use process.

Temporary Land Uses	
Farmer's Market	Farmer's Markets include the temporary or occasional outdoor retail sales of farm produce, plants and flowers, bakery goods, and/or crafts from vehicles or temporary stands located within a parking lot.
Garage or Estate Sale	Any temporary display of used household goods for sale on a property customarily used as a residence. Such sales are also commonly referred to as rummage sales or yard sales.
Temporary Farm Product Sales/Roadside Stand	This land use includes the temporary outdoor display and sale of farm products, typically from a roadside stand.
Temporary Moving Container (Residential)	Portable storage containers designed and used primarily for the temporary storage of household goods and other such materials for use on a limited basis on residential property.
Temporary On-Site Construction Storage, Contractor's Office, or Real Estate Sales Office	Includes any structure or outdoor storage area designed for the on-site storage of construction equipment and/or materials for an active construction project. Includes any structure containing an on-site construction management office for an active construction project. Includes any building which serves as an on-site sales office for a development project.
Temporary Outdoor Assembly	Includes any organized outdoor assembly of persons such as outdoor weddings, wedding receptions, or tent meetings.
Temporary Outdoor Sales	Includes the display of any items outside the confines of a building but not in a public right-of-way, which is not a permitted or conditional use or a special event otherwise regulated by the Municipal Code. Examples of this land use include, but are not limited to, sidewalk sales, seasonal garden shops, tent sales, Christmas tree sales, and fireworks sales. Food and/or beverage trucks, carts, stands, or trailers are regulated as Outdoor Commercial Entertainment.
Temporary Outdoor Storage Container (Nonresidential)	Enclosed, lockable storage containers such as shipping containers, semi-trailers, storage pods, or other fully enclosed trailers for use on a limited basis on a nonresidential property. Other forms of temporary outdoor storage containers are prohibited.
Temporary Refuse Container	Includes any receptacle or container used for the temporary disposal of refuse on-site usually in the form of a dumpster or other similarly large metal container

	associated with a construction, remodeling, moving, or other similar project on-site.
Temporary Relocatable Building	Includes any manufactured building that serves as a temporary building for less than six months.
Temporary Shelter Structure	These shelters are typically supported by poles, have a fabric or plastic roof and/or sides, and may be used for short-term, temporary storage of vehicles and other personal property. This does not include camping tents or permanent Residential Accessory Structures.
Temporary Vehicle Sales	Includes the sale of personal vehicles and equipment on trailers such as ATVs, snowmobiles, motorcycles horse trailers, campers, etc.

Mount Horeb Zoning District Translation Tables
DRAFT 7.16.24

Existing Zoning District	Proposed New Zoning District	Future Land Use Map Category
R-1 Single-Family	SF-1 Single-Family Residential SF-2 Single-Family Residential	Single-Family Residential (Sewered) Planned Neighborhood
R-2 Two-Family	TF-1 Two-Family Residential	Two-Family Residential Planned Neighborhood
R-3 Multi-Family	MF-1 Multi-Family	Multi-Family Residential Planned Neighborhood Planned Mixed-Use
R-4	MF-2 Multi-Family	Multi-Family Residential Planned Neighborhood Planned Mixed-Use
New	MH-1 Mobile Homes	Mobile Home Residential
MSB Main Street Business NB Neighborhood Business	NMU Neighborhood Mixed-Use	Main Street Mixed Use Neighborhood Mixed Use Planned Neighborhood Planned Mixed Use
PB Planned Business	CMU Corridor Mixed Use	Planned Business Planned Mixed Use Planned Business Park/Planned Industrial
CB Central Business	DMU Downtown Mixed Use	Central Mixed Use
PO Planned Office	Remove	
New	INST Institutional	Government and Institutional Parks and Recreation
PI Planned Industrial	BP Business Park	Planned Business Park/Planned Industrial Planned Mixed Use
I-1 Restricted Industrial	LI Light Industrial	Planned Business Park/Planned Industrial General Industrial
I-2 General Industrial	HI Heavy Industrial	General Industrial Heavy Industrial
A-1 Agricultural	AG Agricultural	Agriculture
RB Recreation Business	Remove	
CO-1 Conservancy	CON Conservancy PR Parks and Recreation	Conservancy Parks
New	AO Adult Oriented Business	
New	IOA Intensive Outdoor Activity	Extraction

	DRAFT NEW VILLAGE OF MOUNT HOREB ZONING STANDARDS																				
Existing Zoning District Category	RESIDENTIAL						BUSINESS						INDUSTRIAL			OTHER					
	ZONING DISTRICTS						ZONING DISTRICTS						ZONING DISTRICTS			ZONING DISTRICTS					
	SF-1	SF-2	TF-1	MF-1	MF-2	MH-1	NMU	Business	CMU	DMU	Institutional	Business	BP	LI	HI	AG	Business	CON	PR	AO	IOA
Existing Zoning District	R-1	New	R-2	R-3	R-4	New	MSB	NB	PB	CB	New	PO	PI	I-1	I-2	A-1	RB	CO-1	New	New	New
Purpose of the Zoning District																					
↓ Zoning Standards ↓	Single Family Residential	Single Family Residential	Two Family Residential	Multifamily Residential	Multifamily Residential	Mobile Homes	Neighborhood Mixed Use	Neighborhood Business	Corridor Mixed Use	Central Business	Institutional	Planned Office	Business Park	Light Industrial	Heavy Industrial	Agricultural	Recreation Business	Conservancy	Parks and Recreation	Adult Entertainment	Intensive Outdoor Activity
Density and Intensity Limits:																					
Max impervious surface %	60% (40%)	75%	75% (40%)/65% for zero lot line	70% (40%)	75% (40%)	50%	80% (90%)	60%	75% (75%)	100% (100%)	75%	75	75% (75%)	75% (60%)	75% (60%)	25% (n/a)		10% (n/a)	25%	75%	75%
Lot Requirements:																					
Minimum Lot Area (square feet)	7,200 (10,000)	5,000	5,000 (10,000)	10,000 (Based on unit mix of multifamily (note 1))	20,000 (Based on unit mix of multifamily (note 1))	7,200	None (2,400)	10,000	15,000 (20,000)	None (2,000)	10,000	20,000	20,000 (40,000)	20,000 (20,000)	40,000 (40,000)	None (5 acres)	n/a	None (n/a)	1 Acre	1 Acre	1 Acre
Minimum Lot Width** (feet at front setback line)	60 (75)	50	50 or 25 (75 (25 per du)	75 or 25 (75)	75 or 25 (75 (20 per du)	60	24 (24)	75	75 (75)	None (24)	60	75	100 (100)	100 (100)	100 (100)	150 (200)	n/a	None (n/a)	100	100	100
Minimum Lot Frontage at Right-of-Way (see note 1)	30 (50/40)	30	30 (50/40 or 20/15 per du)	30 (50/40)	50 (50/40 or 20/15 per du)	30	20 (50/40)	50/40	50 (50/40)	None (n/a)	30	50/40	50 (50/40)	50 (50/40)	50 (50/40)	50 (50/40)		None (50/40)	50	50	50
Principal Building Setbacks:																					
Minimum Front Street and Street Side Corner Setback (for principal building)	20 (30)	15	20 (30)	20 (30)	20 (30)	20	10 (20)	20	20 (20)	Min: 0 Max: 10 (0)	20	20	25 (25 (see note 9))	25 (10)	25 (10)	30 (30)		None (30)	20	25	25
Minimum Porch Setback - Front and Street Side Setback (for principal building)	10	10	10	10	10	10	N/A	-	N/A	N/A	N/A	-	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Minimum Side Yard Setback - Interior**	8 (8/20 combined or 16 combined in old village area. Note 2 for corner lots)	6	8 or 0 (8/20 combined or 16 combined in old village area. Note 2 for corner lots)	8 or 0 (15)	10 or 0 (15)	8	5 (8) (note 4)	8 min/20 combined	10 or 0 (10)	Min: 0 Max: 10 (0)	8	10	15 (15 abutting nonresidential / 20 abutting residential)	20 (30)	30 (30)	30 (30)		None (30)	20	20	20
Minimum Rear Yard Setback (for principal building)	20 (40 or 30 in old village area)	No Alley: 20 Alley: 5	No Alley: 20 Alley: 5 (35)	No Alley: 20 Alley: 5 (25)	25 (25)	20	20 (20 residential, 30 nonresidential)	25	20 (25)	Min: 0 Max: 10 (0)	25	25	20 (30)	20 (20)	20 (20)	30 (30)		None (30)	20	20	20
Maximum Building Height (for principal building)	35/2.5 stories (35/2.5 stories)	35/2.5 stories	35/2.5 stories (35/2.5 stories)	36/3 stories (35/2.5 stories)	60/5 stories (35/2.5 stories)	18	36/3 stories (n/a)	35	60/5 stories (45/4 stories)	Min: 20/1.5 stories Max: 60/5 stories (50 max/20 min)	48/4 stories	45	60/5 stories (50)	60/5 stories (35)	60/5 stories (35)	35/2.5 stories (35/2.5 stories)		None (35)	20	36/3 stories	50/4 stories
Maximum Floor Area Ratio (for site)	None (None)	None (None)	None (None)	None (None)	None (None)	None (None)	None (1.5)	0.27	None (0.3)	None (0)	None	-	None	None	None	None	-	None	None	None	None
Minimum Building Separation (for principal building)	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	-	See Building Code (0 or 20)	See Building Code	See Building Code	-	See Building Code	See Building Code	See Building Code	See Building Code	-	See Building Code	See Building Code	See Building Code	See Building Code
Minimum Principal Dwelling Unit Structure Area (for principal building)	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	-	See Building Code	See Building Code	See Building Code	-	N/A	N/A	N/A	See Building Code	-	N/A	N/A	N/A	N/A
Minimum Front-Loaded Garage Setback (for attached garages)	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	-	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	-	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	None	-	None	N/A	N/A	N/A
Accessory Building Requirements:																					
Minimum Front Yard and Street Side Corner Setback (for accessory building)	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	-	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	-	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	Even with or behind the principal building	-	None	None	Even with or behind the principal building	Even with or behind the principal building
Minimum Building Separation (accessory to principal structure)	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code	See Building Code		See Building Code	See Building Code	See Building Code		See Building Code	See Building Code	See Building Code	See Building Code		See Building Code	See Building Code	See Building Code	See Building Code
Minimum Side Yard Setback (for accessory building)	5 (5 or 3 in old village area)	5	5 (5 or 3 in old village area)	5 (5)	5 (5)	5	5 (5)	5	5 (5)	5 (5)	5	5	10 (3 or 10 feet from alley)	10 (10)	10 (10)	45 (45)	-	None (10)	10	10	10
Minimum Rear Yard Setback (for accessory building)	5 (5 or 10 from alley)	5	5 (5 or 10 from alley)	5 (5 or 10 from alley)	5 (5 or 10 from alley)	5	5 (5)	5	5 (5)	5 (5)	5	5	10 (3 or 10 feet from alley)	10 (10)	10 (10)	45 (45)	-	None (10)	10	10	10
Maximum Building Height* (for accessory building)	15 or 24 (15)	15 or 24	15 or 24 (15)	15 or 24 (15)	15 or 24 (15)	15 or 24	15 or 24 (15)	15	15 or 24 (15)	15 or 24 (15)	15 or 24	15	60 (60)	60 (60)	60 (60)	100 (100)	-	None (60)	45	15 or 24	60
Minimum Pavement Setback - Street or Right-of-Way (all pavement)	10	10	10	10	10	10	10	10	10 (10)	0 (0)	10	-	10	10	10	10	-	None	10	10	10
Minimum Pavement Setback - Side and Rear yard (all pavement)	2	2	2	2	2	2	2	5	5 (5)	0 (0)	5	-	5	5	5	5	-	None	5	5	5

Existing Footnotes

Note 1

Note 2

Note 3

Note 4

For multifamily dwelling units, the following minimum square footage of lot area applies: Efficiency and 1 bedroom: 1,800 square feet. 2 bedroom units: 2,900 square feet. 3 bedroom units: 3,200 square feet. 4 or more bedroom units: 4,300 square feet. The minimum lot area for single family and two-family shall be the same as in the R-2 District

For corner lots, the sides yard adjacent to the street shall not be less than 30 feet for residential properties and 20 feet for commercial properties

Excess of 15 feet in height by conditional use permit process only.

The lot line adjacent to a common wall will be 0 feet from side yard or will meet the Building Code and Fire Code in the case of V-shaped duplexes and twin homes. See also, § 17.20(1)(a)2 and (1)(a)3

Accessory buildings are not permitted to encroach upon any easement and are not permitted in the front yard except in Zoning District A-1 with an 80-foot setback required or on certain corner lots with a conditional use permit in the residential zoning districts per Section 17.16(8)

For properties adjacent to a limited access highway or the Military Ridge Trail right-of-way, where extra lot depth has been provided in accordance with Ch. 18.40(3)(a) of this Code and the same is noted on the plat, the 30 feet immediately adjacent to such highway or right-of-way shall not be counted to meet any minimum side or rear yard requirement.

New Footnotes

*15' or 24' if the building adheres to principal setbacks

**0' for Share lot line situations