



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, October 23, 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 September 25, 2024 Meeting Minutes
 - b. Discussion on Zoning Code Rewrite Updates
 - c. Update on Subgrant Application
 - d. HPC Training Topic Chapter 5: HPC Operations
- 3) Future agenda items
- 4) Meeting adjournment.

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AGENDA ITEM REPORT

MEETING DATE

October 23, 2024

PREPARED BY

AGENDA ITEM # 2.a

Consideration of September 25, 2024 Meeting Minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Draft minutes 09 25 2024



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HISTORIC PRESERVATION COMMISSION AGENDA

Wednesday, September 25, 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. Maura Overland, stepping in for the absent Chair Marc Schellpfeffer, called the meeting to order at 6:11 pm.

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

2) Agenda Items

a. Consideration of August 28, 2024 Meeting Minutes

Sale Motioned, Ince seconded to Consideration of August 28, 2024 Meeting Minutes. Motion carried by unanimous voice vote.

b. Wisconsin Historic Society Certified Local Government Grant Program

Owen updated the Commission on the acceptance of the Letter of Intent and the next step is the Grant application. Owen agreed to be the financial agent, or he would refer it to finance. Owen also informed the Commission that a boundary map was available, and it was not necessary to submit staff time in the application. The Commission discussed holding a Public Hearing on November 20th at 5:30pm. The Commission will check if it is a public meeting or public hearing and if it is a Class 1 or 2 publication.

c. HPC Training Chapter 4: Starting a Preservation Commission

No review on Chapter 4 since it was previously discussed. Continue reading and discuss Chapter 5 at the October meeting.

d. Zoning Code Rewrite Discussion

Owen gave an overview of the past Plan Commission discussions and a review of the bulk & density. The Commission discussed the downtown building height and whether it is by feet, stories or line of sight. Further discussion took place on the height measured by the flat of the roof or eave, and reduced lot size and impervious surface.

3) Future agenda items

Discuss Grant update and inform on public hearing or public meeting. Read and review Chapter 5. Discuss any Zoning updates.

4) Meeting adjournment.

Sale Motioned, Ince seconded to Meeting adjournment at 6:47 pm. Motion carried by unanimous voice vote.

Minutes by Jean Culberson



AGENDA ITEM REPORT

MEETING DATE

October 23, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.b

Discussion on Zoning Code Rewrite Updates

BACKGROUND

The Village Plan Commission received another update on the zoning code update from Planner Ben Rohr at their September meeting. You can use this link to watch the [Plan Commission Meeting](#). The main focus of the discussion was reviewing potential unity density standards for multifamily projects and impervious square foot standards. Essentially, how do we determine how many units a developer build on a parcel of land.

RECOMMENDATION

ATTACHMENTS

1. Proposed Density and Impervious Surface Approach

Proposed Dwelling Unit Density Approach For Multi-Family (3+ Units)

Lot Area Per Dwelling Unit for Multi-Family Existing Vs. Proposed

	Existing	Proposed	Typical Actual Unit Size*
Studio/1-Bedroom	1,800 sf	1,000 sf	500-900 sf
2-Bedroom	2,900 sf	1,000 sf	1,000 sf - 1,300 sf
3-Bedroom	3,200 sf	1,000 sf	1,300 sf
4-Bedroom	4,300 sf	1,000 sf	1,300 sf +

*Based on recent submitted projects in Mount Horeb over the past 5 years.

New Approach Example

Example 8-Unit Building		
	Existing	Proposed
Total Units	8	8
Total Lot Area Needed (SF)	14,400-34,400	8,000
Total Lot Area Needed (Acres)	0.33-7.9	0.2

New Approach Comparison

	1881 Springdale Street		300 Adams Street		Steve Brown Apartments		1800 Springdale Street		Gorman Project	
	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
Total Units	23	23	11	11	63	63	40	40	51	51
Total Lot Area Needed (SF)	53,500	23,000	35,200	11,000	134,300	63,000	93,800	40,000	135,500	51,000
Total Lot Area Needed (Acres)	1.2	0.5	0.8	0.3	3.1	1.4	2.2	0.9	3.1	1.2
Total Lot Area Provided (SF)	39,204	39,204	28,136	28,136	32,530	32,530	62,726	62,726	112,891	112,891
Total Lot Area Provided (Acres)	0.9	0.9	0.6	0.6	0.7	0.7	1.4	1.4	2.6	2.6
Meets Standards	No	Yes	No	Yes	No	No	No	Yes	No	Yes

Potential Options

- Utilize the same figure (proposed 1,000 sf of lot size per dwelling unit) for any multi-family land use in the Village
- Reduce lot size per dwelling unit requirement for downtown area (smaller lots)
- Utilize form-based approach for small scale multi-family (MF-1 district) and 1,000 sf standard for larger scale multi-family (MF-2)

Proposed Impervious Surface Standards Approach

New Approach Comparison

	Mount Horeb (Existing)	Mount Horeb (Proposed)	Middleton (2023)	Fort Atkinson and Jefferson (2020- 21)	Oregon (2006)	Cross Plains (2016)
SF	40%	60%-75%	45%-70%	50%-70%	50%-70%	55%-65%
TF	40%-65%	75%	55%-70%	70%	50%	65%
MF	40%	70%-75%	70%-80%	70%	50%	70%
Small MU	60%-90%	80%	75%	75%	70%	65%
Corridor MU	75%	75%	80%	75%-80%	60%-75%	70%
Downtown MU	100%	100%	100%	90%-100%	100%	100%

Findings

- Existing standards are very low in comparison to other communities (especially for residential)
- Proposed standards are more in line with newer codes



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
October 23, 2024	Nicholas Owen, Administrator

AGENDA ITEM # 2.c

Update on Subgrant Application

BACKGROUND

HPC Member Udelhoven has been hard at work on our application for a grant to perform an updated historic survey and will provide an update at our meeting.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

October 23, 2024

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 2.d

HPC Training Topic Chapter 5: HPC Operations

BACKGROUND

[HPC Training Chapter 5: HPC Operations](#)

RECOMMENDATION**ATTACHMENTS**

None