

PLAN COMMISSION AGENDA
Wednesday, January 22, 2025 at 7:00PM

MEETING MINUTES

1) Call to order

Chair Ryan Czyzewski called the meeting to order at 7:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

2) Roll call

Members Present: Sarah Best, Andrew Kidd, Destinee Udelhoven, Peggy Zalucha

Members Absent: Nate Gauger, Jill Remmert-Willis

Others Present: Village Administrator Nic Owen, Village Planner Ben Rohr, Assistant Clerk Jean Culberson

3) Agenda Items

a. Consideration of December 18, 2024 Meeting Minutes

Udelhoven requested correction to Motion 3) e to: with exception to Udelhoven who voted no. Zalucha Motioned to approve the minutes of the December 18, 2024 meeting with correction, Kidd seconded and the Motion carried by unanimous voice vote.

b. Presentation on Affordable Housing: Kristen Fish-Peterson, Village Economic Development Consultant

Fish-Peterson gave a presentation on affordable housing in Mount Horeb and Village Planner Rohr summarized past housing information.

c. Recommendation on Certified Survey Map for 114 N 2nd Street, Filkins, Froelich, Field

Czyzewski and Owen gave an update on the December tabled CSM which would create two parcels with the second parcel being a flag lot. Owen presented an email from Village Engineer Rob Wright on four past concerns. The email is in the agenda packet and addresses pedestrian issues but lack of plans prevented stormwater, site, and privacy recommendations.

James Filkins, representing the family application, spoke on the CSM request and the need to maximize on the value of the lot and the intent to sell both parcels. The Commission was informed that the current plat on Access Dane is incorrect and the original deed has two lots. The Commission informed the applicant of the four flag lot conditions in the code.

The following residents spoke in opposition:

Kurt Nowka-113 N Second St, Jack Lyle-118 N Second St, Mike & Erin Larson-115 N Second St, David Hoffman-202 N Second St, Teri Vierima-202 N Second St, Beth Rasmussen-109 N Grove St, Mike Rooney-300 N Second St, Jim VandenBrook-210 N Second St, Jerry Shumate-117 N Second St.

The following resident spoke registering neutral:
Marc Schellpfeffer-400 S Brookwood

The following residents submitted a letter or email:
Mark Rooney-300 N Second St, Teri Vierima-202 N Second St, Michael & Erin Larson-115 N Second St, Teresa Lievre-117 N Grove St, Dave Hoffman-202 N Second St, Jerry Shumate-117 N Second St

The following resident registered in opposition:
Judy VandenBrook-210 N Second St

The concerns included: The depiction of the proposed building layout in the packet, a signed petition, the need to resolve the flag lot ordinance conditions including a submitted plan, reiterating traffic concerns and stormwater, the subdividing of the lot and if the Village would consider purchasing it, deed accuracy and lack of communication to residents in the area.

The Commission discussed: If the lot could be built on as one and the flag lot code components that were still not addressed. Village Planner Rohr stated the code is confusing for a flag lot compared to the building code.

Best Motioned to deny the application. Zalucha called a point of order since Commissioner Best lives in the area. Best abstained and removed the Motion. Udelhoven Motioned to deny the Recommendation on Certified Survey Map for 114 N 2nd Street for not meeting the criteria for a flag lot. Zalucha seconded and the Motion carried by unanimous voice vote.

d. Consideration of Certified Survey Map for Lot 3, Sienna Hills Subdivision, Rich Eberle

Owen gave an updated on the past December meeting and the tabling of the CSM for additional information. Owen stated Village Engineer Rob Wright is recommending approval of the CSM with the contingencies listed in his email dated 1/21/2025 and viewable in the agenda packet. The Commission discussed the contingencies and approval. Best Motioned and then withdrew the motion.

Czyzewski Motioned to approve the Consideration of Certified Survey Map for Lot 3 Sienna Hills Subdivision contingent on the requirements identified in the email dated 1/21/2025 from Village Engineer Rob Wright in totality and staff to submit a report to the Commission on the completion. Udelhoven seconded and the Motion carried by unanimous voice vote.

4) Committee Reports:

a. Plan Commission Chair Report

Czyzewski informed of a Special Public Meeting on 2/12/2025 regarding the Recodification. Udelhoven questioned if the Historic Preservation Commission (HPC) was invited and if they were an equal with the Plan Commission (PC). The HPC will discuss avenues for reporting discussions to the PC.

b. Village Planner Report

No Report

c. Building Inspector Report

- Central Business Information Letter

Culberson informed the Commission of the downtown letter.

No Report by the Building Inspector.

5) Meeting adjournment.

Best Motioned and Kidd seconded to adjournment at 8:58pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson