

PLAN COMMISSION AGENDA
Monday, February 17, 2025 at 6:00 PM

MEETING MINUTES

1) Call to order

Chair Ryan Czyzewski called the meeting to order at 6:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

2) Roll call

Members Present: Sarah Best, Nate Gauger, Jill Remmert-Willis, Destinee Udelhoven, Peggy Zalucha, Member Andrew Kidd arrived at the meeting at 7:55pm
Others Present: Village Administrator Nic Owen, Village Planner Ben Rohr, Assistant Clerk Jean Culberson

3) Agenda Items

a. Public Comments on Part One of Zoning Code Rewrite

Czyzewski spoke on procedure for public comments. Rohr informed the Commission and audience that this was an overview with discussion and no decisions would be made. Numerous individuals in the audience spoke and concerns were: short-term rentals, accessory dwelling units, setbacks, density, downtown mixed-use, historic preservation and nonconforming situations.

b. Presentation and discussion on Part One of Zoning Code Rewrite

Rohr gave an introduction on Part One (Articles 1-5) and the six main topics for discussion listed in the Memo in the agenda packet. The Commission discussed and gave feedback on Part One, the Memo, and public comments. The Commission gave direction to Village Planner Ben Rohr on the following:

- Mixed Use

Keep downtown approach as drafted (min. nonresidential for first 50' of building)

Use percentage approach for other areas (outside of downtown), but increase min. nonresidential requirement to 40% from 33%

- ADUs

Add square footage and/or percentage maximum for unit size

Require same on-site parking as single-family minimums

Height should be shorter than principal building, capped at 50% of the principal building's roof slope height

Design should generally match existing structure on the lot

- Density

Option B at 1,200 sf/unit was selected, but wanted to know more about what other communities are doing

- Front Loaded Garages

Remove 50% frontage requirement, but retain 8' max projection from the front façade

Define front of the home (already defined in the code, no change)

- Short-Term Rentals

Keep license approach and no longer use CUP

Add notification to neighbors after license is approved that matches zoning amendment approach (300')

Use existing occupancy requirements in the code now instead of more strict approach

- Nonconforming Situations

Keep drafted

- Downtown Building Height

HPC to provide feedback on the height of opera house for PC consideration

c. Public Comments on Tonight's Discussion

Public comments were heard regarding the presentation and discussion.

4) Meeting adjournment.

Gauger Motioned and Zalucha seconded to adjournment at 9:40pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson