



VILLAGE OF MOUNT HOREB

E. Main Street

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**HISTORIC PRESERVATION COMMISSION AGENDA**

**Wednesday, April 23, 2025 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 March 26, 2025 Meeting Minutes
  - b. Discussion on Award Criteria Examples
  - c. HPC Training Chapter 9
- 3) Future agenda items
- 4) Meeting adjournment.

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**HISTORIC PRESERVATION COMMISSION AGENDA**  
**Wednesday, MARCH 26, 2025 at 6:00 PM**

**DRAFT MEETING MINUTES**

**1) Call to order**

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

**Roll call**

Members Present: Megan Ince, Maura Overland, Jackie Sale, Destinee Udelhoven  
Others Present: Village Administrator Nic Owen, Assistant Clerk Jean Culberson

**2) Agenda Items**

**a. Consideration of February 26, 2025 Meeting Minutes**

Udelhoven Motioned, Ince seconded to Consideration of February 26, 2025 Meeting Minutes. Motion carried by unanimous voice vote.

**b. Zoning Code Rewrite Part 1**

**1. Discussion on pages 20-24 Historic Preservation Overlay Zoning District**

The Commission discuss the definition of an overlay district and the existing and proposed code differences. Udelhoven questioned the need for an overlay and the duplicating of information in two chapters. Owen will check with the Village Planner if the information will be in both chapters or consider referencing it to the other chapter.

Further discussion took place on the language of master builder vs local builder, denied projects, resident nominations, and opting out. Udelhoven to check with Jason at the CLG on the language. The Commission questioned if posting a sign on the designated property was a possibility. The Commission agreed to add language on page 23 number 5 to identical in appearance and material.

**2. Discussion on Accessory Dwelling Units in Historic District**

The Commission discussed: garage alleys and how a carriage house would be an appropriate structure, ability to limit the units in certain neighborhoods, and if units are owner-occupied and detached or attached.

**c. Update on CLG Grant**

No update.

**d. Discussion on demolition of properties over 50 years of age**

The Commission discussed demolitions and the thirty-day notice and recommended the language be put in the code.

**3) Future agenda items**

- Award Criteria examples
- HPC Training Chapter 8
- Pending work on forms

#### **4) Meeting adjournment**

Ince Motioned, Sale seconded to Meeting adjournment at 6:37 pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson



## AGENDA ITEM REPORT

### MEETING DATE

April 23, 2025

### PREPARED BY

### AGENDA ITEM # 2.c

HPC Training Chapter 9

### BACKGROUND

[HPC Training Chapter 9: Preservation Commission Design Review](#)

### RECOMMENDATION

### ATTACHMENTS

None