



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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PLAN COMMISSION AGENDA **Wednesday, April 23, 2025 at 7:00 PM**

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

- 1) Call to order
- 2) Roll call
- 3) Agenda Items
 - a. Consideration of March 26, 2025 Meeting Minutes
 - b. Consideration of CSM for Fargo Green Street Parcel
 - c. Consideration of 3 lot CSM Dividing Outlot 4 of Fargo property, Tvedt Drive
 - d. Design Review Makers Market
 - e. Concept Presentation: Senior Apartments JT Klein
 - f. Town of Vermont Boundary Agreement Update
 - g. Recommendation of Extraterritorial CSM, 9621 Red Fox Drive Z&L Properties
- 4) Committee Reports:
 - a. Plan Commission Chair Report
 - b. Village Planner Report
 - c. Building Inspector Report
- 5) 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.

PLAN COMMISSION AGENDA
Wednesday, March 26, 2025 at 7:00 PM

DRAFT 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, Destinee Udelhoven, Peggy Zalucha

Members absent: Nate Gauger, Andrew Kidd, Jill Remmert-Willis

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

3) Agenda Items

a. Consideration of February 26, 2025 Regular Meeting Minutes and February 17, 2025 Special Meeting Minutes

Zalucha Motioned and Best seconded to approve the minutes of the February 26, 2025 meeting and the February 17, 2025 special meeting. The Motion carried by unanimous voice vote.

b. Extraterritorial Plat for Kelly Connor 9204 Gem View Land

Owen stated the plat review was fine. Best Motioned and Zalucha seconded to approve the Plat and the Motion carried by unanimous voice vote.

c. Brookstone Hills Subdivision Final Plat

Wade Wyser from Wyser Engineering gave an overview on the plat and waiting on final approvals. Owen informed of an email he received in opposition on the view and loss of animal habitat.

1. Public Hearing on Ordinance 2025-05 Rezone from A-1 Agricultural to R-1 Single-Family Residential for Brookstone Hills Subdivision

The hearing opened at 7:04 pm.

David Finley at 601 Glacier Trail questioned the layout, the landscaping and any fiber optic. Sydney Almquist representing her parents at 509 Glacier Trail questioned parkland and the existing high voltage line.

The hearing closed at 7:07 pm.

2. Consideration of Ordinance 2025-05 Rezoning of Brookstone Hills Subdivision

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The Motion carried by unanimous voice vote.

3. **Consideration of Final Plat for Brookstone Hills Subdivision**

Czyzewski Motioned to the recommendation of the final plat with the contingency that all conditions are resolved. Zalucha seconded and the Motion carried by unanimous voice vote.

d. **Conditional Use Permit Application to allow Indoor Commercial Entertainment (café/restaurant) at 100 S First St**

Owen and Owner Tyler Marks gave a brief overview of the café and shops for the building.

1. **Public Hearing on Conditional Use Permit to allow Indoor Commercial Entertainment at 100 S First St**

Hearing opened at 7:23 pm

Rachel LaCasse-Ford from the MH Chamber spoke in support of the project and the possibility to hold events in the building in addition to the shops. Owen informed of receiving a call on the use and discussed the definition of the use with the caller.

Hearing closed at 7:25 pm

2. **Consideration of Resolution 2025-03 Conditional Use Permit Application for Indoor Commercial Entertainment at 100 S First St**

Czyzewski informed of a letter he received from Economic Development Consultant Kristen Fisch-Peterson in support of the use. The Commission questioned parking, the hours, and if alcohol would be served. Owner Marks explained the smaller planned arts and craft events, building layout, hours of closing would be 7pm or 9pm, and no service of hard alcohol. Rohr stated the hours did not need to be defined. Rohr noted the use requirements are non-applicable to this property and they are satisfying all requirements of the land use. Udelhoven Motioned and Zalucha seconded to the recommendation of the CUP and the Motion carried by unanimous voice vote.

e. **Boundary Agreement with the Town of Vermont**

Owen gave an overview with Planner Rohr's comments in the packet Agenda Item Report. The Commission questioned the adjacent towns three-month review, annexations, and the 10-year contract. Rohr stated the Commission could request to the striking of the language. Owen to discuss the language with the towns. Rohr recommended a motion to modification on his comments in the Agenda Item Report. Udelhoven motioned to modification on Rohr's comments and Zalucha seconded. Udelhoven motioned to amend her motion to the document with Rohr's revision to seek clarification on the adjacent town language including the Village Planner comments in the Agenda Item Report. Zalucha seconded to the motion. The Motion carried by unanimous voice vote.

f. **Presentation and Discussion on Proposed Parking Standards for Zoning Code Rewrite.**

Planner Rohr gave an overview with examples. The Commission discussed and gave direction to Planner Rohr on the following:

Residential Parking Standards

- Retain the proposed lower minimums as drafted

Commercial Parking

- Retain the proposed lower minimums as drafted, but remove the proposed maximums as they are not needed right now

Downtown Parking

- Only multi-family land uses should have required minimum parking and there should be a trigger for when those standards are applied to new multi-family projects. The trigger should be for higher density projects such as the development of 10+ new dwelling units in the downtown zoning district.
- Add a provision that the Plan Commission can require a parking study for higher density projects
- Proposed minimum standards are reduced from other areas of the Village to be 1 stall per unit
- All other land uses are exempt from minimum parking requirements (same as today)

4) **Committee Reports:**

a. **Plan Commission Chair Report**

No Report

b. **Village Planner Report**

No Report

c. **Building Inspector Report**

Report in Agenda Packet

5) **Meeting adjournment.**

Zalucha Motioned and Best seconded to adjournment at 8:45pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson



AGENDA ITEM REPORT

MEETING DATE

April 23, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 3.b

Consideration of CSM for Fargo Green Street Parcel

BACKGROUND

This is a remnant parcel created from a lot of line adjustment from a previous CSM of the lot containing the existing Fargo home at 301 Tvedt Drive. The new lot will be sold to a neighboring property owner on Green Street. Staff has reviewed the application and recommend approval contingent on receipt of payment of the recapture fees associated with the parcel. Plan Commission will make a recommendation on approval to the Village Board.

RECOMMENDATION

ATTACHMENTS

1. 2025-03-21 Joan Fargo Plan Commission App for Green Street Parcel Division with Map



AGENDA ITEM REPORT

MEETING DATE

April 23, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 3.c

Consideration of 3 lot CSM Dividing Outlot 4 of Fargo property, Tvedt Drive

BACKGROUND

This is a three-lot CSM submitted by Daryl Fargo to divide an existing outlot. This land has remained undeveloped since this subdivision was originally developed and this CSM triggers the required payment of \$61,423.28 in recapture fees to the original developer and the Village for infrastructure work done with the subdivision. The Village collects these fees from the applicant and settles the recapture agreement with the developer. The Village Engineer noted that some of the sewer and water laterals are close to the lot lines and that any unused laterals should be either capped or removed at the owner's cost. Approval should be contingent on the capping/removal of unused laterals and payment of the recapture fees. The Plan Commission recommendation will be forwarded to the Village Board for consideration.

RECOMMENDATION

ATTACHMENTS

1. 2025-03-21 Joan Fargo Plan Commission App for Parcel Division with Map



To Applicant: 100 South First Street LLC
Julie Reardon
7224 Linsley Lane
Sauk City WI 53583
Email: juliereardon@yahoo.com

7. *Severability.* If any provision of this Agreement is deemed invalid, then the invalidity of said provision shall not affect the validity of any other provision hereof.
8. *Amendment, Withdrawal, or Release.* This Agreement may be withdrawn, amended or released only by a written document duly executed by both parties.
9. *Effective Date.* This Agreement shall be effective commencing on the date indicated in the first paragraph above.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the duly authorized individuals and officers below.

VILLAGE OF MOUNT HOREB

By: _____
Nicholas W Owen
Administrator

APPLICANT

By:  _____
Print name: Tyler Marks
Title: Member

