

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

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

Wyser explained the 17 feet of grade change in elevation and that the existing houses would be looking down on the proposed houses. The fiber optic would be at the discretion of the utility provider. Owen spoke on the voltage line in the utility easement. Wyser is not sure if blasting of rock will occur. Rohr stated no parkland was considered due to the proximity of Grundahl Park. The Sunset Trail name was questioned due to Sunset Lane in another part of the Village. Wyser will check with the developer on the name. Owen stated Rob Wright will be addressing any previous concerns on the plat. Udelhoven Motioned to recommendation on the Rezoning and Best seconded.

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