PLAN COMMISSION AGENDA
Wednesday, April 23, 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, Andrew Kidd, Jill Remmert-Willis, Destinee Udelhoven, Peggy Zalucha
Members absent: Ben Vondra
Others Present: Village Administrator Nic Owen, Village Planner Ben Rohr, Assistant Clerk Jean Culberson, Youth in Government Siobhan Mertz

3) **Agenda Items**

Czyzewski Motioned to move item g to after item c. Zalucha seconded and Motion carried by unanimous voice vote.

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

Udelhoven Motioned and Best seconded to approve the minutes of the March 26, 2025 meeting. Motion carried by unanimous voice vote.

b. **Consideration of CSM for Fargo Green Street Parcel**

Owen & Rohr gave an overview on the landlocked parcel and a future sale of it to an abutting Green Street property. Rohr stated motion must be contingent on a new CSM of the combined lots due to no street frontage on the lot. Kidd Motioned and Zalucha seconded to include the motion stated by Rohr on consideration of the CSM for the Fargo Street Parcel. The Motion carried by unanimous voice vote.

c. **Consideration of 3 lot CSM Dividing Outlet 4 of Fargo property, Tvedt Drive**

Owen gave an overview on the three-lot CSM stating a rezone would be necessary due to the R-1 and R-2 zoning and the CSM was missing dimensions. The owner will be paying the recapture fees upon sale of the house on outlot 4 per the developer agreement. Czyzewski questioned a contingency but Owen was confident that the fees were straightforward. Zalucha Motioned and Best seconded to the consideration of the three-lot CSM dividing outlet 4 of the Fargo property. Motion carried by unanimous voice vote.

g. **Recommendation of Extraterritorial CSM, 9621 Red Fox Drive Z&L Properties**

Owen gave an overview on the two-lot CSM. Best Motioned and Zalucha seconded to recommendation of the Extraterritorial CSM at 9621 Red Fox Drive. Motion carried by unanimous voice vote.

d. **Design Review Makers Market.**

Luke from Sign Art gave an overview of the signage for the multi-use vendor shops and café space at 100 S First Street. The signage included a black stripe around the top part of the building with yellow lighting, awnings and a projecting sign for multi-tenants. The Commission discussed the signage and the design review recommendations listed by Planner Rohr in the packet. Rohr summarized the discussion: a. Black stripe permitted on all facades b. Black awnings moved up to meet the black stripe. c. Yellow LED lighting stripe only on the First St front façade. Best Motioned on Rohr's summary and Czyzewski seconded. Motion failed.

Czyzewski requested to vote separately on the three design review recommendations:
Czyzewski Motioned and Best seconded to approve:
a. Black accent colors and lowering the stripe. Motion passed with exception to Zalucha and Udelhoven who opposed.
Czyzewski Motioned and Remment-Willis seconded to approve:
b. Black awnings raised to meet the black stripe in order to view more window. Motion failed.
Czyzewski Motioned to table the black awnings for more visual information and Kidd seconded. Motion approved with exception to Udelhoven who opposed.
Czyzewski Motioned and Remment-Willis seconded to approve:
c. Yellow LED lighting stripe on the entire black stripe on the First Street façade only.
Kidd Motioned to amend the motion to include the LED lighting only above the door where the signage is. Udelhoven seconded. Motion passed with exception to Zalucha who opposed.
Rohr suggested an overall motion that approves the Site plan, Design review, and the tabling of the awning in recommendation b.
Kidd Motioned to Rohr's suggested motion and Zalucha seconded. Motion carried by unanimous voice vote.

e. **Concept Presentation: Senior Apartments JT Klein**

JT Klein out of Madison presented an overview of the proposed three-story 84-unit apartment building replacing the former Karakahl Inn at 101 Perimeter Rd. The representative wanted to clarify that they have not decided on the designation of senior or workforce or hybrid multi-rate apartments. Baker Tilly is completing a market study. JT Klein informed of feedback from the April neighborhood meeting. The Commission discussed the parking, density and the overall proposed building. Rohr stated parking would have to be a flexibility under the existing code. Czyzewski encouraged JT Klein to discuss parking and for staff to continue working with the applicant.

f. **Town of Vermont Boundary Agreement Update**

Owen gave an update on the agreement and the requested changes listed in the memo in the agenda packet. Rohr discussed adding language that the review is for land abutting the Town of Vermont. Owen will update the Commission next month.

4) **Committee Reports:**

a. **Plan Commission Chair Report**

No Report.

b. **Village Planner Report**

Discussion on possible future special meeting dates. May 5th was decided on with a possibly meeting on June 18th.

c. **Building Inspector Report**

Report in Agenda Packet.

5) **Meeting adjournment.**

Zalucha Motioned and Kidd seconded to adjournment at 8:57 pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson