



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA Wednesday, June 4, 2025 at 7:00 PM

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

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll call
- 4) Public Comments
- 5) Consent Agenda
 - a. Consider April 14, 2025 Reorganizational Meeting Minutes
 - b. Consideration of May 7, 2025 Meeting Minutes
 - c. Consider Pay Request #1 for Street Project 25-101
 - d. Consider Pay Request #2 for Street Projects 25-101
 - e. Consideration of Resolution 2025-06: Conditional Use Permit to Allow An Accessory Structure (Deck) In A Front Yard of A Corner Lot: 1001 Glen View Ct
 - f. Consideration of Resolution 2025-07 Conditional Use Permit to Allow Building to Exceed Main Street Setback in Central Business District: Surplus Suds, 301 W Main Street, Chad Ferguson of Keller Inc
 - g. Consideration of Zero Lot-Line CSM 515 and 517 Alan Drive, Mark Nortman
 - h. Consider New Alcohol Beverage License applications: Zenith Ventures LLC, DBA Vita Bella, 209 E Main Street and Isaac's Antiques, DBA Jangle Natural Living, 132 E Main Street
 - i. Consider Appointment of Agent applications: Jermaine Butler, Zenith Ventures LLC and Janelle Holmstrom, Isaac's Antiques
 - j. Consider Alcohol Beverage License renewal applications: Bistro 101, 101 E Main Street; Kwik Trip 1130, 9255 Ridgeview Road; Kwik Trip 794, 525 Springdale Street; Premier Cooperative, 501 W Main Street; Wiscoboxes.com, 305 E Main Street; Driftless Social, 128 E Main Street; MOHO JO LLC, 100 S 1st Street; Norsk Golf Club, 2755 Golf Bowl Road;

Grumpy Troll LLC, 105 S 2nd Street; Dog House Bar & Grill, 117 S 1st Street; Buck & Honey's Restaurants, 108 S 2nd Street; Vita Bella, 209 E Main Street; Aztlan Mexican Grill, 407 W Main Street; The Viking, 120 E Main Street; Marah's Bridal, 101 E Main Street; Walgreens #11648, 1401 Springdale Street; Miller and Sons Inc, 1845 Springdale Street; Trollway Liquor, 504 W Main Street; Sunn Cafe, 201 E Main Street

- k. Consider Appointment of Agent applications: Mark Valaskey, Bistro 101; Tracy Alvey, Kwik Trip 1130; Daniel Hying, Kwik Trip 794; Joshua Kitelinger, Premier Cooperative; Mills Botham, Wiscoboxes.com; Matthew Schmock, Driftless Social; Tyler Marks, MOHO JO LLC; Michael Woodward, Norsk Golf Club; Robin Pharo, Grumpy Troll LLC; Nathan Faust, Dog House Bar & Grill; Thomas Anderson, Buck & Honey's Restaurants; Jermaine Butler, Vita Bella; Jose Onate, Aztlan Mexican Restaurant; Guy Evans III, The Viking; Marah Odgers, Marah's Bridal; Rebecca Wentworth, Walgreens #11648; William Miller, Miller and Sons Supermarket; Michael Rogers Jr, Trollway Liquor; Cynthia Curtes, Sunn Cafe
- l. Consider Street Use Permit application from Mount Horeb Summer Frolic Committee for Norsk Run, June 14, 2025
- m. Consider Street Use Permit Application from Mount Horeb Area Chamber of Commerce for the Art Fair, July 18-20, 2025
- n. Recommendation of Residential Improvement Grant Applications
 - 1. John and Amy Lee, 308 Forest Street
 - 2. Heidi Clayton, 202 N 4th Street
 - 3. Jacqueline Sale, 411 N 4th Street
- o. Recommendation: Facade Improvement Grant Application Tyler Marks, 100 S 1st Street

6) Agenda Items

- a. 2024 Village Audit Presentation by Baker Tilly
- b. Recommendation on Beginning Boundary Agreement Discussion with Town of Springdale.
- c. Consideration of Revised Mount Horeb Fee Schedule

7) Committee Reports:

- a. Community Development Authority
- b. Dane County Cities & Villages Association Report
- c. Finance/Personnel
- d. Historic Preservation Committee Report
- e. Library Board
- f. Mount Horeb Area Chamber of Commerce
- g. Mount Horeb Area Joint Fire Department

- h. Parks, Recreation, and Forestry Commission
 - i. Plan Commission
 - j. Public Safety Committee
 - k. Public Works Committee
 - l. School Liaison
 - m. Sustainability and Natural Resources Committee
 - n. Tourism Commission
 - o. Utility Commission
- 8) Village President's report
 - 9) Village Administrator's report
 - 10) Village Clerk's report
 - 11) 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.



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 5.a

Consider April 14, 2025 Reorganizational Meeting Minutes

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. spec vb minutes 041425

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD REORGANIZATIONAL MEETING MINUTES
MONDAY, APRIL 14, 2025**

The Village Board of the Village of Mount Horeb met on the above date in-person in the Board Room of the Municipal Building.

Call to Order/Roll Call: Village President Ryan Czyzewski called the meeting to order at 5:30pm. Present were Village Board Trustees Brett Halverson, Ben Jones, Cathy Scott, and Nate Gauger. Trustee Tim White was absent and Trustee Marc Schellpfeffer arrived shortly after roll call. Also present were Administrator Nic Owen and Village Clerk Alyssa Gaffney.

Trustee oath/swearing-in and presentation of Certificates of Election: Clerk Gaffney swore in Ryan Czyzewski as Village President and Nate Gauger as Village Trustee and presented them with their Certificate of Election. Newly elected Trustee Sarah Best was absent.

Consider Committee and Commission appointments: Czyzewski explained this item. Jones moved, Halverson seconded to approve the appointments as presented. Motion carried by unanimous voice vote.

Proclamation for outgoing Board Member Cathy Scott: Czyzewski read the proclamation aloud and congratulated Scott for her service to the community.

Adjournment: There being no further business before the Board, Scott moved, Schellpfeffer seconded to adjourn the meeting at 5:41pm, carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MAY 7, 2025**

The Village Board met in regular session in-person on the above date in the Board Room of the Mount Horeb Municipal Building.

Call to Order/Roll Call: Village President Ryan Czyzewski called the meeting to order at 7:00pm. The Pledge of Allegiance was recited. Present were Trustees Jones, White, Schellpfeffer, Best, Gauger, and Halverson. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Youth-In-Government students Siobahn Mertz and Nola Gilmore.

Public Comments: None

Consent Agenda: Czyzewski requested the Committee and Commission Appointments item be pulled. Schellpfeffer moved, Halverson seconded to approve the remaining consent agenda items: April 2, 2025 meeting minutes; Residential Improvement Grant applications for Steve and Davina Penne, 210 S 1st Street, Judy and Jim VandenBrook, 210 N 2nd Street, and Caitlynn Nemer and Matt Dolfin, 810 E Main Street; CSM for Fargo Green Street Parcel; 3 Lot CSM dividing Outlot 4 of Fargo Property, Tvedt Drive; Extraterritorial CSM for 9621 Red Fox Drive, Z&L Properties. Motion carried by unanimous voice vote. Czyzewski explained the changes made to the appointments. Jones moved, White seconded to approved the Committee and Commission Appointments as amended. Motion carried by unanimous voice vote.

Consideration of Proclamation for 50th Anniversary of the Mount Horeb Area Historical Society: Czyzewski read the proclamation aloud. White moved, Schellpfeffer seconded to approve the proclamation. Motion carried by unanimous voice vote.

Consideration of Proclamation Recognizing Public Services Week 2025: Czyzewski explained this item and read the proclamation aloud. Halverson moved, White seconded to approve the proclamation. Motion carried by unanimous voice vote.

Resolution 2025-05, MOU with Library on Fundraising for Capital Project: Owen explained this item. Library Director Jessica Gretzinger gave a presentation on their plans and fielded questions from the board. White moved, Halverson seconded to approve the Resolution. Motion carried by unanimous voice vote.

Ordinance 2025-06, Regulating Electronic Smoking Retailers: Owen explained this item and the board members gave their input. Jones moved, Halverson seconded to approve the ordinance. All voted aye, with the exception of Gauger, who voted nay. Motion carried.

Review of Village Strategic Plan: Owen and Czyzewski explained this item. The board members gave their input.

Consider Annual Ethics Policy review: Czyzewski explained this item and the board discussed. No action was taken.

Committee reports: All committee reports were given, with no action taken.

Village President's report: Czyzewski thanked the Youth-In-Government students for their service on the board, and inquired about their experience.

Village Administrator's report: Owen stated they did a walk-thru with JSD at the Lukken Farm, and the unveiling of the new mural at the Historical Society is on Saturday.

Village Clerk's report: Gaffney did not have anything to report.

Closed Session: Contract for Building Inspection Services: The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Halverson moved, Gauger seconded to convene to closed session at 8:06pm. Motion carried by unanimous roll call vote. There was no action taken in closed session. Schellpfeffer moved, White seconded to reconvene to open session at 8:17pm. There was no action taken in open session.

Adjournment: With no further business before the board, Schellpfeffer moved, Halverson seconded to adjourn @ 8:18pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk

SMITHGROUP

May 15, 2025

Nic Owen
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Pay Request No. 1 – Contract 25-101, 2025 Street Improvements

Dear Nic,

Enclosed is Payment Request No. 1 from Rule Construction, Ltd. for work performed to date on the above referenced project. This payment request is recommended for payment in the amount of \$102,708.59. A summary of the payment is listed below, and the detailed request has been attached.

TOTAL AMOUNT REQUESTED TO DATE	\$108,114.30
LESS RETAINAGE	\$5,405.72
NET AMOUNT DUE	\$102,708.59
AMOUNT OF PREVIOUS PAYMENTS	-
AMOUNT DUE THIS APPLICATION	\$102,708.59

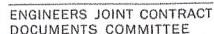
If you have questions, please do not hesitate to call. Thank you.

Sincerely,



Heather Brose, PE
Associate | Civil Engineer

cc: Rule Construction, Ltd. via Email



Contractor's Application for Payment No. 1

 EJCDC ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE		Contractor's Application for Payment No. 1	
		Application Period: April 14 - April 23, 2025	Application Date: 4/23/2025
To (Owner): Village of Mount Horeb	From (Contractor): Rule Construction, Ltd.	Via (Engineer): Smith Group	
Project: Mount Horeb 2025 Street Improvements	Contract: 25-101		
Owner's Contract No.: 25-101	Contractor's Project No.: 25-101	Engineer's Project No.: 25-101	

Application For Payment Change Order Summary

Change Order Summary				
Approved Change Orders				
Number	Additions	Deductions		
TOTALS				
NET CHANGE BY CHANGE ORDERS				

1. ORIGINAL CONTRACT PRICE.....	\$	\$1,221,015.00
2. Net change by Change Orders.....	\$	
3. Current Contract Price (Line 1 ± 2).....	\$	\$1,221,015.00
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$108,114.30
5. RETAINAGE: 5% of First 50%		
a. 5% X \$108,114.30 Work Completed.	\$	\$5,405.72
b. X _____ Stored Material....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$5,405.72
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$102,708.59
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
8. AMOUNT DUE THIS APPLICATION.....	\$	\$102,708.59
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	\$1,118,306.42

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: 

Date: 4/23/2025

Payment of: \$ 102,708.59
(Line 8 or other - attach explanation of the other amount)

is recommended by: Heath R. Brase 05/15/2025
(Engineer) (Date)

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____

 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work								Contractor's Application			
For (Contract): Mount Horeb 2025 Street Improvements								Application Number: 1			
Application Period: April 14 - April 23, 2025								Application Date: Wednesday, April 23, 2025			
A					B	C	D	E	F		
Item		Contract Information				Estimated	Value of Work	Materials	Total Completed	%	Balance to Finish
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantity Installed	Installed to Date	Presently Stored (not in C)	and Stored to Date (D + E)	(F / B)	(B - F)
1	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 4" asphalt and 18" aggregate base, all driveways, and miscellaneous removals) Excavation for utilities is not included in estimated unclassified excavation quantity and is incidental to the associated Utility work & Bid Items.	1	LS	\$164,000.00	\$164,000.00						\$164,000.00
2	Excavation Below Subgrade & Place Stone Fill (Undercut)	1230	CY	\$52.50	\$64,575.00						\$64,575.00
3	Geotextile Fabric	620	SY	\$4.00	\$2,480.00						\$2,480.00
4	Install Crushed Stone Base Course 18" deep	12800	SY	\$17.65	\$225,920.00						\$225,920.00
5	Finish Grade Base Course	39	STA	\$465.00	\$18,135.00						\$18,135.00
6	Install 30" Concrete Curb & Gutter. (Includes placement and compaction of 18" depth crushed stone Base Course to 12" behind curb & gutter	2200	LF	\$42.00	\$92,400.00	1162	\$48,804.00		\$48,804.00	52.8%	\$43,596.00
7	Special Waterway Curb. (Includes placement and compaction of 18" depth crushed stone Base Course to 12" behind back of curb.)	235	SF	\$14.00	\$3,290.00	78	\$1,092.00		\$1,092.00	33.2%	\$2,198.00
8	Driveway Paving and Access During Curb Curing (undistributed)	1	EA	\$2,000.00	\$2,000.00						\$2,000.00
9	Sawcut Butt Joint	680	LF	\$2.50	\$1,700.00						\$1,700.00
10	Asphalt Milling	4700	SY	\$2.67	\$12,549.00						\$12,549.00
11	Install 2.5" Overlay Bituminous Pavement Type LT	4700	SY	\$10.00	\$47,000.00						\$47,000.00
12	Install 4" Deep Bituminous Pavement. (2-1/4" Binder, 1-3/4" Surface, Type LT)	13300	SY	\$16.00	\$212,800.00						\$212,800.00
13	Remove Existing Bituminous Drive Apron and Replacement with 3" Thick Bituminous Drive Apron on 8" Deep Aggregate Base	180	SF	\$8.00	\$1,440.00						\$1,440.00
14	Remove Existing Concrete Apron and Replace with 6" Thick Concrete Drive Apron on 6" Deep Aggregate Base. (Includes decorative concrete)	450	SF	\$10.50	\$4,725.00	365.6	\$3,838.80		\$3,838.80	81.2%	\$886.20
15	Install New 5" Concrete Sidewalk on New 4" Deep Aggregate Base	3500	SF	\$8.50	\$29,750.00						\$29,750.00
16	Remove and Replace 5" Concrete Sidewalk on New 4" Deep Aggregate Base	1300	SF	\$10.50	\$13,650.00	2079	\$21,829.50		\$21,829.50	159.9%	-\$8,179.50
17	Accessible Ramps (2-24"x24" Detectable warning plates per each)	12	EA	\$300.00	\$3,600.00	10	\$3,000.00		\$3,000.00	83.3%	\$600.00
18	Sidewalk Striping (across fire department apron) 2-4" solid red lines, 4' apart	345	LF	\$8.00	\$2,760.00						\$2,760.00
19	Hydrant Curb Striping (15 LF centered on hydrant, curb face and head, yellow)	30	LF	\$8.00	\$240.00						\$240.00
20	Restoration	1	LS	\$42,000.00	\$42,000.00	0.25	\$10,500.00		\$10,500.00	25.0%	\$31,500.00
21	Construction Staking and Layout	1	LS	\$6,000.00	\$6,000.00	0.5	\$3,000.00		\$3,000.00	50.0%	\$3,000.00
22	Traffic Control	1	LS	\$16,000.00	\$16,000.00	0.25	\$4,000.00		\$4,000.00	25.0%	\$12,000.00
23	Erosion Control	1	LS	\$7,000.00	\$7,000.00	0.25	\$1,750.00		\$1,750.00	25.0%	\$5,250.00
24	Install New 8" SDR 35 PVC Sanitary Sewer (Includes reconnection of all live laterals)	465	LF	\$72.00	\$33,480.00						\$33,480.00
25	Provide New 48" Dia Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid (Includes installation, adjustment, polyethylene rings and external chimney seal)	2	EA	\$5,800.00	\$11,600.00						\$11,600.00
26	Remove and Replace 48" dia Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid) (Includes adjustment, polyethylene rings and external chimney seal)	1	EA	\$8,900.00	\$8,900.00						\$8,900.00
27	Adjust existing sanitary sewer manhole casting to finish grade. Provide new polyethylene adjustment rings and external chimney seal. Reuse existing casting unless otherwise noted.	12	EA	\$1,170.00	\$14,040.00						\$14,040.00

Contractor's Application

EJCDC® C-620 Contractor's Application for Payment
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Page 2 of 2

SMITHGROUP

May 27, 2025

Nic Owen
Village Administrator
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Pay Request No. 2 – Contract 25-101, 2025 Street Improvements

Dear Nic,

Enclosed is Payment Request No. 2 from Rule Construction, Ltd. for work performed to date on the above referenced project. This payment request is recommended for payment in the amount of \$206,977.72. A summary of the payment is listed below, and the detailed request has been attached.

TOTAL AMOUNT REQUESTED TO DATE	\$325,985.59
LESS RETAINAGE	\$16,299.28
NET AMOUNT DUE	\$309,686.31
AMOUNT OF PREVIOUS PAYMENTS	\$102,708.59
AMOUNT DUE THIS APPLICATION	\$206,977.72

If you have questions, please do not hesitate to call. Thank you.

Sincerely,



Heather Brose, PE
Associate | Civil Engineer

cc: Rule Construction, Ltd. via Email

Contractor's Application for Payment No. 2

Application Period: April 23 - May 21, 2025		Application Date: 5/21/2025	
To (Owner): Village of Mount Horeb	From (Contractor): Rule Construction, Ltd.	Via (Engineer): Smith Group	
Project: Mount Horeb 2025 Street Improvements	Contract: 25-101		
Owner's Contract No.: 25-101	Contractor's Project No.: 25-101	Engineer's Project No.: 25-101	

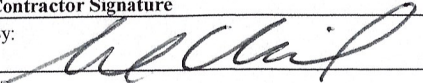
**Application For Payment
Change Order Summary**

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$	\$1,221,015.00
Number	Additions	Deductions	2. Net change by Change Orders.....	\$	
			3. Current Contract Price (Line 1 ± 2).....	\$	\$1,221,015.00
			4. TOTAL COMPLETED AND STORED TO DATE		
			(Column F total on Progress Estimates).....	\$	\$325,985.59
			5. RETAINAGE: 5% of First 50%		
			a. 5% X \$325,985.59 Work Completed.	\$	\$16,299.28
			b. X Stored Material....	\$	
			c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$16,299.28
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$309,686.31
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$102,708.59
			8. AMOUNT DUE THIS APPLICATION.....	\$	\$206,977.72
			9. BALANCE TO FINISH, PLUS RETAINAGE		
			(Column G total on Progress Estimates + Line 5.c above).....	\$	\$911,328.69
TOTALS					
NET CHANGE BY					
CHANGE ORDERS					

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:  Date: 5/21/2025

Payment of: \$ \$206,977.72
 (Line 8 or other - attach explanation of the other amount)

is recommended by: Heath R. Brose 05/27/2025
 (Engineer) (Date)

Payment of: \$ _____
 (Line 8 or other - attach explanation of the other amount)

is approved by: _____
 (Owner) (Date)

Approved by: _____
 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Mount Horeb 2025 Street Improvements							Application Number: 2				
Application Period:		April 23 - May 21, 2025					Application Date: Wednesday, May 21, 2025				
A					B	C	D	E	F		
Item		Contract Information				Estimated	Value of Work	Materials	Total Completed	%	Balance to Finish
Bid Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantity Installed	Installed to Date	Presently Stored (not in C)	and Stored to Date (D + E)	(F / B)	(B - F)
1	Unclassified Excavation - Including Removal of all Materials & Subgrade (for 4" asphalt and 18" aggregate base, all driveways, and miscellaneous removals) Excavation for utilities is not included in estimated unclassified excavation quantity and is incidental to the associated Utility work & Bid items.	1	LS	\$164,000.00	\$164,000.00						\$164,000.00
2	Excavation Below Subgrade & Place Stone Fill (Undercut)	1230	CY	\$52.50	\$64,575.00						\$64,575.00
3	Geotextile Fabric	620	SY	\$4.00	\$2,480.00						\$2,480.00
4	Install Crushed Stone Base Course 18" deep	12800	SY	\$17.65	\$225,920.00						\$225,920.00
5	Finish Grade Base Course	39	STA	\$465.00	\$18,135.00						\$18,135.00
6	Install 30" Concrete Curb & Gutter. (Includes placement and compaction of 18" depth crushed stone Base Course to 12" behind curb & gutter	2200	LF	\$42.00	\$92,400.00	1413	\$59,346.00		\$59,346.00	64.2%	\$33,054.00
7	Special Waterway Curb. (Includes placement and compaction of 18" depth crushed stone Base Course to 12" behind back of curb.)	235	SF	\$14.00	\$3,290.00	502.74	\$7,038.36		\$7,038.36	213.9%	-\$3,748.36
8	Driveway Plating and Access During Curb Curing (undistributed)	1	EA	\$2,000.00	\$2,000.00	3	\$6,000.00		\$6,000.00	300.0%	-\$4,000.00
9	Sawcut Butt Joint	680	LF	\$2.50	\$1,700.00						\$1,700.00
10	Asphalt Milling	4700	SY	\$2.67	\$12,549.00						\$12,549.00
11	Install 2.5" Overlay Bituminous Pavement Type LT	4700	SY	\$10.00	\$47,000.00						\$47,000.00
12	Install 4" Deep Bituminous Pavement. (2-1/4" Binder, 1-3/4" Surface, Type LT)	13300	SY	\$16.00	\$212,800.00						\$212,800.00
13	Remove Existing Bituminous Drive Apron and Replacement with 3" Thick Bituminous Drive Apron on 8" Deep Aggregate Base	180	SF	\$8.00	\$1,440.00						\$1,440.00
14	Remove Existing Concrete Apron and Replace with 6" Thick Concrete Drive Apron on 6" Deep Aggregate Base. (Includes decorative concrete)	450	SF	\$10.50	\$4,725.00	767	\$8,053.50		\$8,053.50	170.4%	-\$3,328.50
15	Install New 5" Concrete Sidewalk on New 4" Deep Aggregate Base	3500	SF	\$8.50	\$29,750.00	2161.85	\$18,375.73		\$18,375.73	61.8%	\$11,374.28
16	Remove and Replace 5" Concrete Sidewalk on New 4" Deep Aggregate Base	1300	SF	\$10.50	\$13,650.00	2304	\$24,192.00		\$24,192.00	177.2%	-\$10,542.00
17	Accessible Ramps (2-24"x24" Detectable warning plates per each)	12	EA	\$300.00	\$3,600.00	12	\$3,600.00		\$3,600.00	100.0%	
18	Sidewalk Striping (across fire department apron) 2-4" solid red lines, 4' apart	345	LF	\$8.00	\$2,760.00						\$2,760.00
19	Hydrant Curb Striping (15 LF centered on hydrant, curb face and head, yellow)	30	LF	\$8.00	\$240.00						\$240.00
20	Restoration	1	LS	\$42,000.00	\$42,000.00	0.8	\$33,600.00		\$33,600.00	80.0%	\$8,400.00
21	Construction Staking and Layout	1	LS	\$6,000.00	\$6,000.00	1	\$6,000.00		\$6,000.00	100.0%	
22	Traffic Control	1	LS	\$16,000.00	\$16,000.00	0.6	\$9,600.00		\$9,600.00	60.0%	\$6,400.00
23	Erosion Control	1	LS	\$7,000.00	\$7,000.00	0.6	\$4,200.00		\$4,200.00	60.0%	\$2,800.00
24	Install New 8" SDR 35 PVC Sanitary Sewer (includes reconnection of all live laterals)	465	LF	\$72.00	\$33,480.00	465	\$33,480.00		\$33,480.00	100.0%	
25	Provide New 48" Dia Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid (includes installation, adjustment, polyethylene rings and external chimney seal)	2	EA	\$5,800.00	\$11,600.00	2	\$11,600.00		\$11,600.00	100.0%	
26	Remove and Replace 48" dia Sanitary Sewer Manhole with castings (Neenah R-1550-B with non-rocking lid) (includes adjustment, polyethylene rings and external chimney seal)	1	EA	\$8,900.00	\$8,900.00	1	\$8,900.00		\$8,900.00	100.0%	
27	Adjust existing sanitary sewer manhole casting to finish grade. Provide new polyethelyene adjustment rings and external chimney seal. Reuse existing casting unless otherwise noted.	12	EA	\$1,170.00	\$14,040.00						\$14,040.00

Contractor's Application

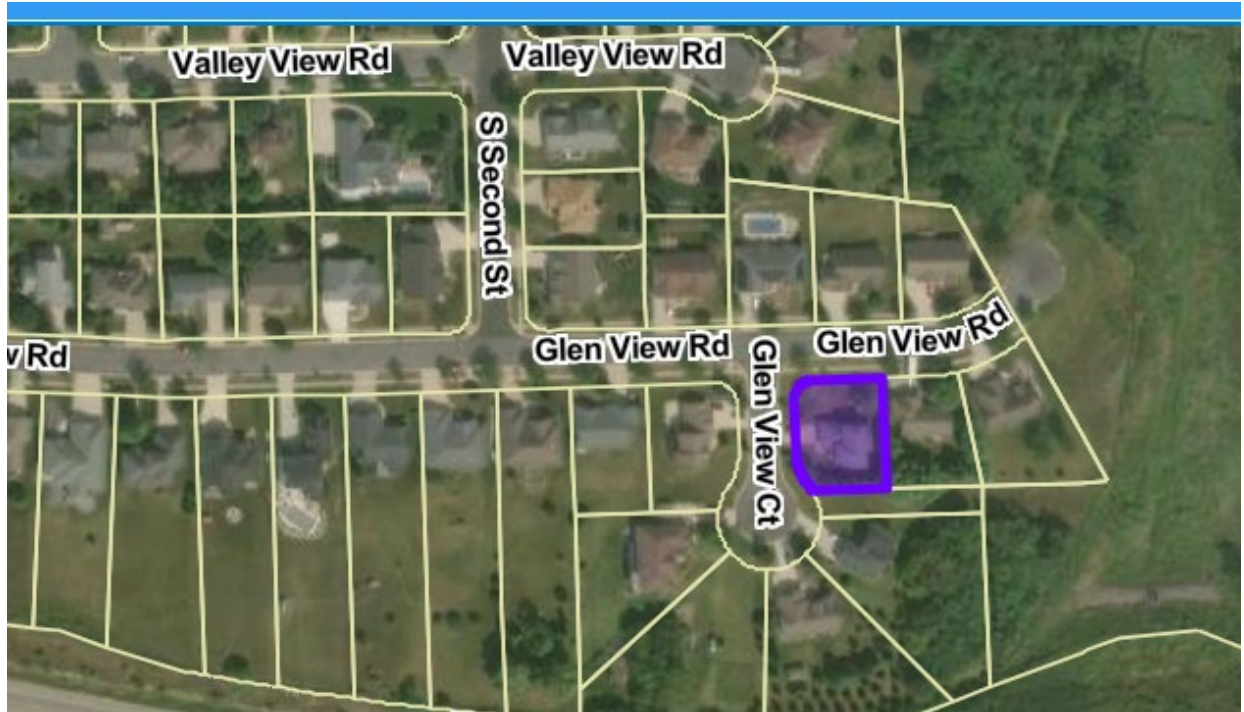
EJCDC® C-620 Contractor's Application for Payment
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Page 2 of 2

VILLAGE OF MOUNT HOREB
PUBLIC HEARING
May 28, 2025

The Plan Commission of the Village of Mount Horeb will hold a public hearing on the above date at 7:00pm in the Board Room of the Municipal Building, 138 E Main Street, Mount Horeb, WI. The purpose of the hearing is to consider a Conditional Use Permit application from Peter Wineland, 1001 Glen View Court, parcel 0606-133-2989-1, for a corner lot deck expansion on the northeast side of the house. The proposed deck location is in the front yard.

The Plan Commission will hear all persons concerning all matters and/or objections written or oral pertaining thereto at that time.

PUBLISH: Mount Horeb Mail May 1, 2025
May 8, 2025



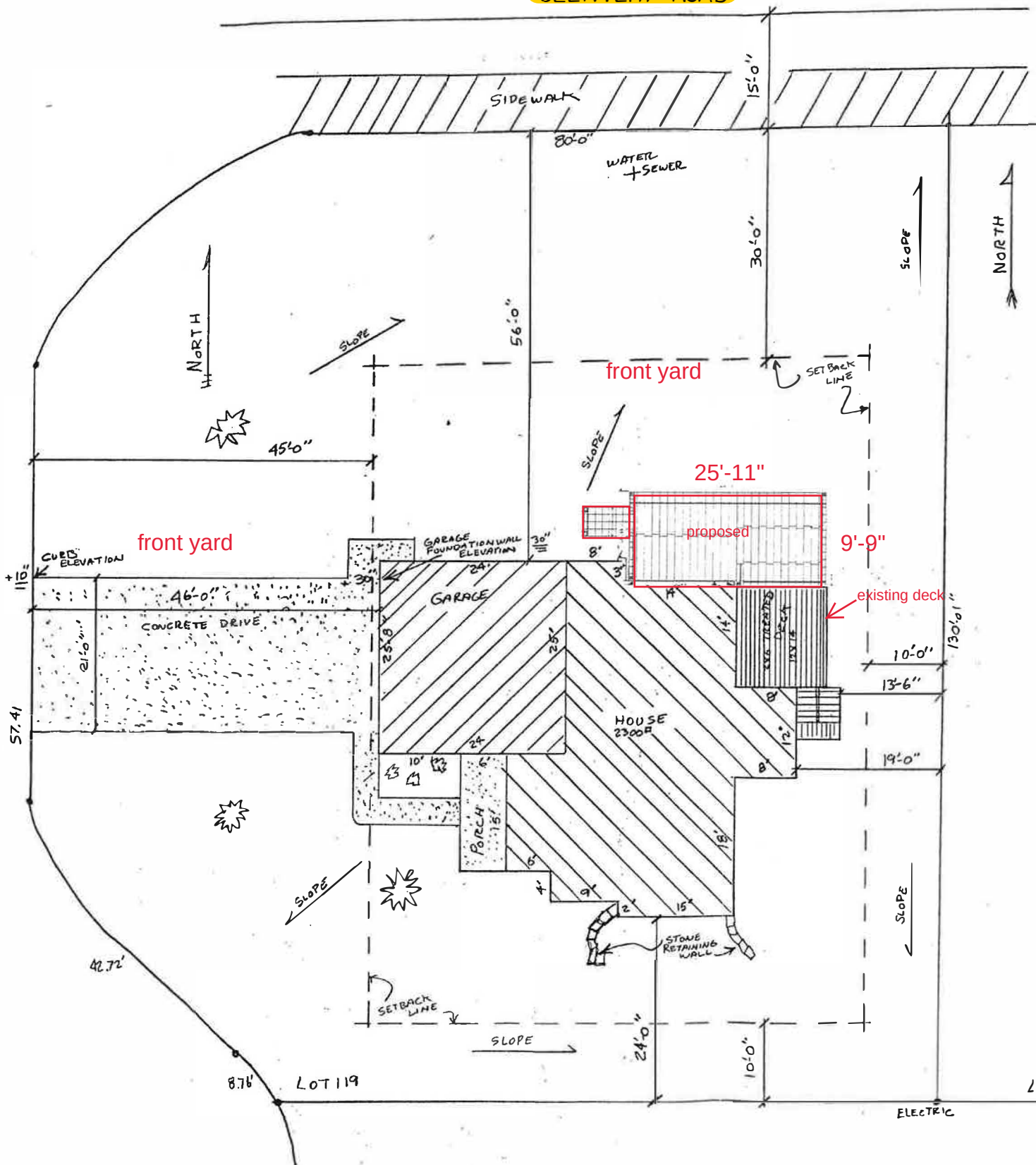
17.16 Accessory buildings and uses.

(8) Location on corner lots. The following modifications may apply to accessory structures in the front yards of corner lots in any residential district with the granting of a conditional use permit:

(b) Decks proposed to be located within the front yard, if the entire structure is located a minimum of 30 feet from all rights-of-way.

GLENVIEW ROAD

GLENVIEW COURT



RESOLUTION 2025-06

CONDITIONAL USE PERMIT TO AN ACCESSORY STRUCTURE (DECK) IN A FRONT YARD OF A CORNER LOT

WHEREAS, an application for a Conditional Use Permit to allow an accessory structure (deck) in the front yard of a corner lot at 1001 Glen View Court, parcel 0606-133-2989-1, has been filed with the Village of Mount Horeb by Peter Wineland; and

WHEREAS, said property is currently zoned R-1 Single Family in which the Zoning code 17.16(8)(b) states decks as accessory structures permitted in front yards of corner lots as a conditional use if the entire structure is a minimum of 30 feet from all rights-of-way ; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission on May 28, 2025, after due notice as required by law; and

WHEREAS, the Plan Commission is recommending approval of the following Conditional Use from Village Code 17.16(8)(b); and

WHEREAS, after due consideration and being fully advised in the premises, the Board of Trustees of the Village of Mount Horeb deems it to be in the interest of the general public to allow the desired exception of said property, as hereinafter set forth, as a Conditional Use; and

WHEREAS, the proposed use is consistent with the Village of Mount Horeb Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that a Conditional Use Permit to allow an accessory structure in the front yard of the corner lot at 1001 Glen View Court is hereby granted.

Introduced and passed this 4th of June 2025.

By: _____
Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.f

Consideration of Resolution 2025-07 Conditional Use Permit to Allow Building to Exceed Main Street Setback in Central Business District: Surplus Suds, 301 W Main Street, Chad Ferguson of Keller Inc

BACKGROUND

The applicant is proposing to raze the existing building formerly housing the Mount Horeb Animal Hospital and construct a mixed-use building at 301 W Main Street for a laundromat with a residential apartment above. The parcel is located in the CB-Central Business Zoning District, which requires the principal structure to be located within 3-feet of the street right-of-way. The owner is proposing to place the new building in the same location as the old building, so a conditional use permit is needed for relief from this standard. The Plan Commission held a public hearing, with no comments made on the project and recommended approval.

The Plan Commission also recommended approval of the design review application which does not go to the Board; final approval rests with Plan Commission.

RECOMMENDATION

ATTACHMENTS

1. Mount Horeb Plan Commission Letter Submittal 5.22.25
2. 23-1034_Civil Design_5-20-25
3. A2.0 BUILDING ELEVATIONS (R7-FP)
4. R1.0 RENDERING - BASE (R8)
5. R1.1 RENDERING - BASE (R8)
6. 301 W. Main Street CUP, Site Plan, and Design Review Memo for Plan Commission 5.28.25
7. R2.0 RENDERING - ALTERNATE (R8)
8. reso 2025-07 CUP 301 W Main St Front Yard Setback



April 29, 2025

Mr. Nicholas Owen
Administrator
Village of Mount Horeb
138 E Main Street
Mount Horeb, WI 53572

Greetings Mr. Owen:

On behalf of Mr. Matthew Lust and Marilu, LLC, Keller, Inc. is submitting the enclosed application packet for Surplus Suds, which includes architectural drawings, civil engineering drawing including utility plans, renderings, and relevant items to provide a thorough submittal for your review at the next Plan Commission Meeting on May 28, 2025. Upon acceptable review we request approval of this plan to demolition vacant clinic and develop a new 4,917 sq. ft. mixed use development located at 301 W. Main Street in Mount Horeb.

Surplus Suds is a two-story mixed used development consisting of luxury apartment, laundromat, pet wash, paid shower facility, and co-working space. With Mount Horeb's continued growth, client Marilu, LLC has a vision of providing needs not currently served in the community in one location. Marilu, LLC partner, Mr. Matthew Lust, is a lifelong Mount Horeb resident and successful business owner with Wisconsin Surplus Auction Online. Mr. Lust' vision is to demolition an existing, vacant clinic and develop a high-quality mixed-use facility collaborating with Keller, Inc. again.

Upon your review, should you have any questions please do not hesitate to reach out so we can remedy these matters.

Respectfully submitted,

KELLER, INC.
PLANNERS/ARCHITECTS/BUILDERS

Chad Ferguson, Co-Owner
Design/Project Management

CC: Mr. Wade Wyse, Wyser Engineering



PROJECT DESCRIPTION
Surplus Suds mixed use development
Plan Commission Submission
April 29, 2025

Site: 301 W Main Street
Mount Horeb, WI 53572

Proposed building: Two floors 4,917 square feet, mixed use development consisting of luxury apartment, full-service laundromat, pet wash, paid shower facility, and co-working room.

Anticipated Staffing: 3 employees

Construction Schedule: Anticipated to break ground in late June/early July 2025 with winter completion

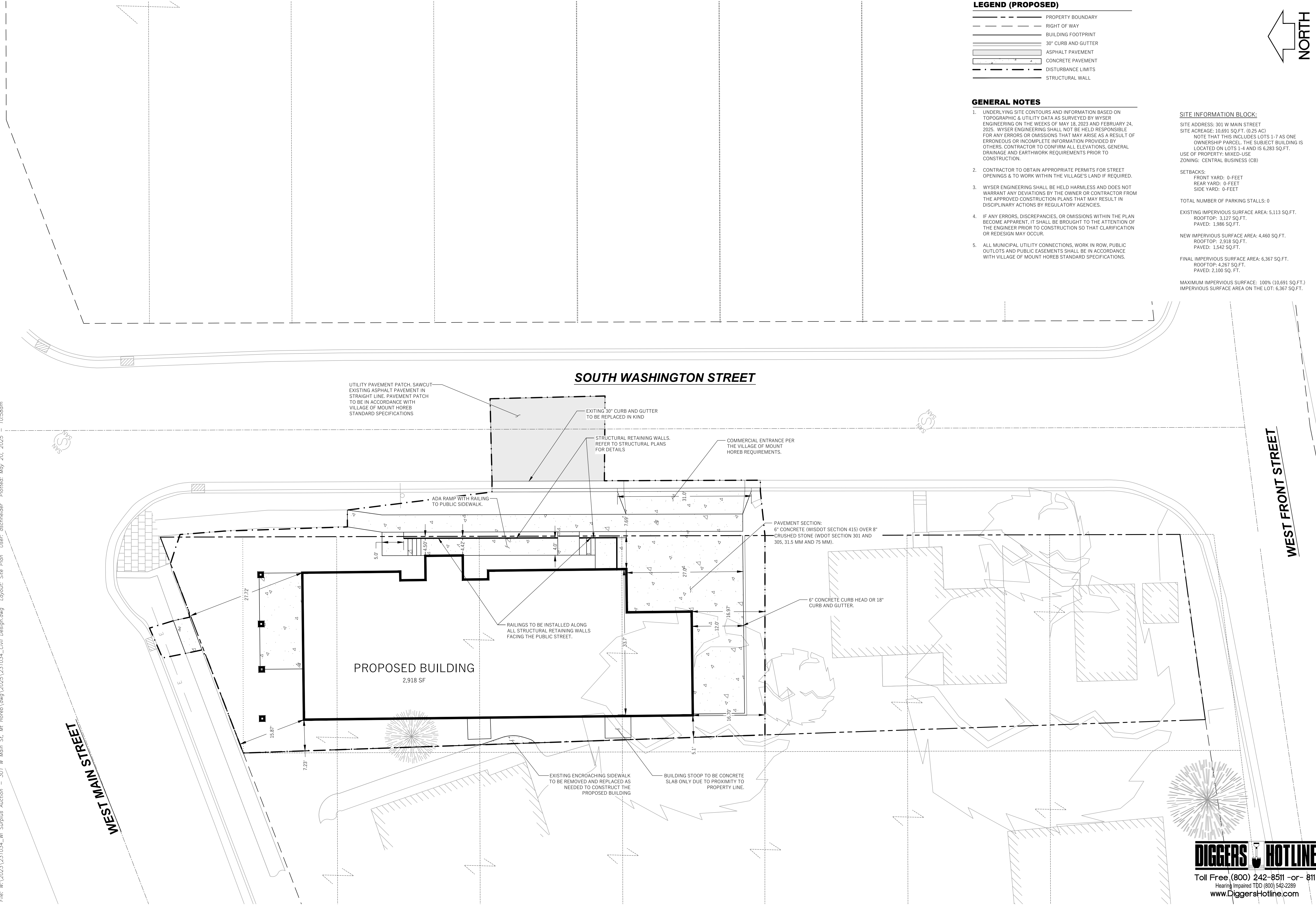
Project Team:

Owner: Marilu, LLC
PO Box 113
Mount Horeb, WI 53572
Mr. Matthew Lust
608-437-0355

Design/Build Team: Keller, Inc.
711 Lois Drive
Sun Prairie, WI 53590
Chad Ferguson
cferguson@kellerbuilds.com
608-445-6061
www.kellerbuilds.com

Civil Engineer: Mr. Wade Wyse
Principal
Wyser Engineering
300 E. Front Street, Mount Horeb, WI 53572
D (608)437-1862
Wade.wyse@wyserengineering.com
www.wyserengineering.com

File: W:\2023\231034_WI_Surplus Auction - 301 W Main St, Mt Horeb\dwg\2025\231034_Civil_Design.dwg Layout: Site Plan User: dschneider Plotted: May 20, 2025 10:58am



LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- RIGHT OF WAY
- BUILDING FOOTPRINT
- 30" CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- DISTURBANCE LIMITS
- STRUCTURAL WALL

GENERAL NOTES

- UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING ON THE WEEKS OF MAY 18, 2023 AND FEBRUARY 24, 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
- CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE VILLAGE'S LAND IF REQUIRED.
- WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
- IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
- ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH VILLAGE OF MOUNT HOREB STANDARD SPECIFICATIONS.

SITE INFORMATION BLOCK:

SITE ADDRESS: 301 W MAIN STREET
SITE ACREAGE: 10,691 SQ.FT. (0.25 AC)
NOTE THAT THIS INCLUDES LOTS 1-7 AS ONE OWNERSHIP PARCEL. THE SUBJECT BUILDING IS LOCATED ON LOTS 1-4 AND IS 6,283 SQ.FT.
USE OF PROPERTY: MIXED-USE
ZONING: CENTRAL BUSINESS (CB)

SETBACKS:
FRONT YARD: 0-FEET
REAR YARD: 0-FEET
SIDE YARD: 0-FEET

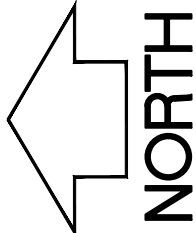
TOTAL NUMBER OF PARKING STALLS: 0

EXISTING IMPERVIOUS SURFACE AREA: 5,113 SQ.FT.
ROOFTOP: 3,127 SQ.FT.
PAVED: 1,986 SQ.FT.

NEW IMPERVIOUS SURFACE AREA: 4,460 SQ.FT.
ROOFTOP: 2,918 SQ.FT.
PAVED: 1,542 SQ.FT.

FINAL IMPERVIOUS SURFACE AREA: 6,367 SQ.FT.
ROOFTOP: 4,267 SQ.FT.
PAVED: 2,100 SQ. FT.

MAXIMUM IMPERVIOUS SURFACE: 100% (10,691 SQ.FT.)
IMPERVIOUS SURFACE AREA ON THE LOT: 6,367 SQ.FT.



WYSER
ENGINEERING

301 W MAIN STREET
MOUNT HOREB, WI 53572

SURPLUS SUDS

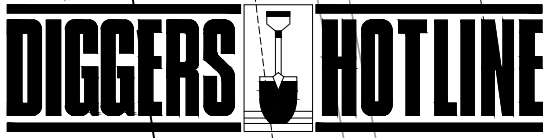
VILLAGE OF MOUNT HOREB,
DANE COUNTY, WI

Sheet Title:
SITE PLAN

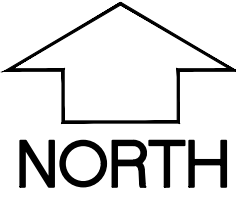
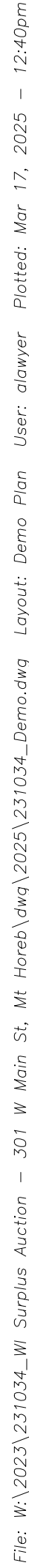
Revisions:

No.	Date:	Description:

Graphic Scale	0' 5' 10' 15'
Wyser Number	23-1034
Set Type	CONSTRUCTION
Date Issued	05/20/2025
Sheet Number	C100



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Hearing Impaired TDD (800) 542-2289
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1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING ON THE WEEK OF MAY 18, 2023 AND FEBRUARY 24, 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
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4. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
5. ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH VILLAGE OF MOUNT HOREB STANDARD SPECIFICATIONS.

1. THIS PLAN INDICATES ITEMS ON THE SITE, NOT INCLUDING INTERNAL, BUILDING DEMOLITION, INTENDED FOR DEMOLITION BASED ON THE CURRENT SITE DESIGN THAT HAVE BEEN IDENTIFIED BY A REASONABLE OBSERVATION OF THE EXISTING CONDITIONS THROUGH FIELD SURVEY RECONNAISSANCE (BY OTHERS), "DIGGER'S HOTLINE" LOCATION, AND GENERAL "STANDARD OF CARE." THERE MAY BE ADDITIONAL ITEMS THAT CAN NOT BE IDENTIFIED BY A REASONABLE ABOVE GROUND OBSERVATION, WHERE NOT INCLUDED WITHIN THE FIELD SURVEY, OF WHICH THE ENGINEER WOULD HAVE NO KNOWLEDGE OR MAY BE A PART OF ANOTHER DESIGN DISCIPLINE. IT IS THE CONTRACTOR'S / BIDDER'S RESPONSIBILITY TO REVIEW THE PLANS, INSPECT THE SITE AND PROVIDE HIS OWN DUE DILIGENCE TO INCLUDE IN HIS BID WHAT ADDITIONAL ITEMS, IN HIS OPINION, MAY BE NECESSARY FOR DEMOLITION. ANY ADDITIONAL ITEMS IDENTIFIED BY THE CONTRACTOR / BIDDER SHALL BE IDENTIFIED IN THE BID AND REPORTED TO THE OWNER AND ENGINEER OF RECORD. WYSER ENGINEERING TAKES NO RESPONSIBILITY FOR ITEMS ON THE PROPERTY THAT COULD NOT BE LOCATED BY A REASONABLE OBSERVATION OF THE PROPERTY OR OF WHICH THEY WOULD HAVE NO KNOWLEDGE.
2. PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR:
 - 2.1. EXAMINING ALL SITE CONDITIONS RELATIVE TO THE CONDITIONS INDICATED ON THE ENGINEERING DRAWINGS, ANY DISCREPANCIES ARE TO BE REPORTED TO THE OWNER AND ENGINEER AND RESOLVED PRIOR TO THE START OF CONSTRUCTION.
 - 2.2. VERIFYING UTILITY ELEVATIONS AND NOTIFYING OWNER AND ENGINEER ANY DISCREPANCIES, NO WORK SHALL BE PERFORMED UNTIL THE DISCREPANCIES ARE RESOLVED.
 - 2.3. NOTIFYING ALL UTILITIES PRIOR TO THE REMOVAL OF ANY UNDERGROUND UTILITIES.
 - 2.4. NOTIFYING THE OWNER, DESIGN ENGINEER AND LOCAL CONTROLLING MUNICIPALITY 48 HOURS PRIOR TO THE START OF CONSTRUCTION TO ARRANGE FOR APPROPRIATE CONSTRUCTION INSPECTION.
3. CONTRACTOR IS SOLELY RESPONSIBLE FOR SITE SAFETY DURING THE CONSTRUCTION OF THESE IMPROVEMENTS.
4. CONTRACTOR SHALL KEEP ALL STREETS AND ADJOINING SHARED ACCESS ROADWAYS FREE AND CLEAR OF ALL CONSTRUCTION RELATED DIRT, DUST AND DEBRIS.
5. ALL TREES WITHIN THE CONSTRUCTION LIMITS SHALL BE REMOVED UNLESS SPECIFICALLY CALLED OUT FOR PROTECTION. ALL TREES TO BE REMOVED SHALL BE REMOVED IN THEIR ENTIRETY, STUMPS SHALL BE GROUND TO PROPOSED SUBGRADE.
6. PERFORM TREE PRUNING IN ALL LOCATIONS WHERE PROPOSED PAVEMENT AND / OR UTILITY INSTALLATION ENCROACH WITHIN THE EXISTING DRIP LINE OF THE TREES TO REMAIN. ALL TRENCING WITHIN THE EXISTING DRIP LINE OF THE TREES TO REMAIN SHALL BE DONE RADIALLY AWAY FROM THE TRUNK IF ROOTS IN EXCESS OF 12" DIAMETER ARE ENCOUNTERED. ROOTS MUST BE CUT BY REPUTABLE TREE PRUNING SERVICE PRIOR TO ANY TRANSVERSE TRENCING.
7. ALL LIGHT POLES TO BE REMOVED SHALL BE REMOVED IN THEIR ENTIRETY, INCLUDING BASE AND ALL APPURTENANCES, SALVAGE FOR RELOCATION. COORDINATE RELOCATION AND / OR ABANDONMENT OF ALL ELECTRIC LINES WITH ELECTRICAL ENGINEER AND OWNER PRIOR TO DEMOLITION.
8. CONTRACTOR SHALL COORDINATE PRIVATE UTILITY REMOVAL / ABANDONMENT AND NECESSARY RELOCATIONS WITH RESPECTIVE UTILITY COMPANY. COORDINATION REQUIRED PRIOR TO CONSTRUCTION.
9. ABANDONED / REMOVED ITEMS SHALL BE DISPOSED OF OFF SITE UNLESS OTHERWISE NOTED.
10. THE CONTRACTOR SHALL INSTALL A PEDESTRIAN FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
11. CONTRACTOR TO REMOVE EXISTING UTILITY PIPE AND BACKFILL WITH SELECT FILL OR PROVIDE PIPE BACK-FILLING WITHIN BUILDING FOOTPRINT USING "LOW DENSITY CONCRETE / FLOWABLE FILL".
12. GRANULAR BACKFILL MATERIALS ARE REQUIRED FOR FILL UNDER PROPOSED PAVED AREAS.
13. RESTORATION OF THE EXISTING RIGHT-OF-WAYS AS NEEDED ARE CONSIDERED INCIDENTAL AND SHOULD BE PART OF THE COST OF THE UNDERGROUND IMPROVEMENTS, DEMOLITION AND REMOVAL, THIS INCLUDES, BUT IS NOT LIMITED TO, CURB & GUTTER, SIDEWALK, TOPSOIL, SEEDING AND MULCHING.
14. ANY SANITARY SEWER, SANITARY SEWER SERVICES, WATER MAIN, WATER SERVICES, STORM SEWER, OR OTHER UTILITIES, WHICH ARE DAMAGED BY THE CONTRACTORS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.

[illegible]

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The diagram illustrates a cross-section of a proposed drainage system. From top to bottom, the layers and features are:

- PROPERTY BOUNDARY**: Indicated by a solid horizontal line.
- RIGHT-OF-WAY**: Indicated by a dashed horizontal line.
- BUILDING FOOTPRINT**: Represented by a thick grey horizontal bar.
- 30" CURB AND GUTTER**: Represented by a thin grey horizontal bar.
- ASPHALT PAVEMENT**: Represented by a thin grey horizontal bar.
- CONCRETE PAVEMENT**: Represented by a thin grey horizontal bar.
- STRUCTURAL WALL**: Represented by a thin grey horizontal bar.
- PROPOSED MAJOR CONTOUR**: Indicated by a dashed horizontal line with the elevation **1235**.
- PROPOSED MINOR CONTOUR**: Indicated by a dashed horizontal line with the elevation **1234**.
- PROPOSED STORM SEWER**: Indicated by a green line labeled **STM**.
- SILT FENCE**: Represented by a square symbol on a horizontal line.
- SILT SOCK**: Represented by a circle symbol on a horizontal line.
- INLET PROTECTION**: Represented by a rectangle symbol on a horizontal line.
- SPOT GRADE**: Indicated by a black dot on a horizontal line with the elevation **1239.25 FFE**.
- DRAINAGE GRADE BREAK**: Indicated by a dashed horizontal line.
- DRAINAGE ARROW**: Indicated by a dashed horizontal line.
- CLASS 1 TYPE B EROSION MATTING**: Represented by a red hatched area at the bottom.

A scale bar at the bottom indicates a length of **1.0'**.

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING ON THE WEEK OF MAY 18, 2023 AND FEBRUARY 24, 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
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3. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
4. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
5. ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH VILLAGE OF MOUNT HOWE STANDARD SPECIFICATIONS.

1. POST MUNICIPAL EROSION CONTROL PERMITS ON SITE AND MAINTAIN UNTIL CONSTRUCTION ACTIVITIES HAVE CEASED, THE SITE IS STABILIZED, AND A NOTICE OF TERMINATION IS FILED WITH WDNR.
2. KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
3. ENGINEER / VILLAGE OF MOUNT HOREB / DANE COUNTY LAND AND WATER RESOURCES HAS THE RIGHT TO REQUIRE THE CONTRACTOR TO IMPLEMENT ADDITIONAL EROSION CONTROL MEASURES AS NECESSARY. CONTRACTOR MUST NOTIFY THE VILLAGE OF MOUNT HOREB BUILDING INSPECTOR TWO (2) WORKING DAYS IN ADVANCE OF ANY SOIL DISTURBANCE ACTIVITIES.
4. SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE WDNR AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
5. THE SITE CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
6. INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
7. WHEN POSSIBLE: PRESERVE EXISTING VEGETATION (ESPECIALLY ADJACENT TO SURFACE WATERS), MINIMIZE LAND-DISTURBING CONSTRUCTION ACTIVITY ON SLOPES OF 20% OR MORE, MINIMIZE SOIL COMPACTION, AND PRESERVE TOPSOIL.
8. REFER TO THE DNR STORMWATER CONSTRUCTION TECHNICAL STANDARDS AT http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.
9. INSTALL PERMETER EROSION CONTROLS AND ROCK TRACKING PAD CONSTRUCTION ENTRANCE(S) PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDNR TECHNICAL STANDARD STONE DRAIN TRACKING PAD AND TIRE WASHING #1057 FOR ROCK CONSTRUCTION ENTRANCES(S).
10. INSTALL INLET PROTECTION PRIOR TO LAND-DISTURBING ACTIVITIES IN THE CONTRIBUTING DRAINAGE AREA AND/OR IMMEDIATELY UPON INLET INSTALLATION. COMPLY WITH WDNR TECHNICAL STANDARD STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES #1060 AND DNR COUNTY REQUIREMENTS FOR FRAMED INLET PROTECTION.
11. STAGE CONSTRUCTION GRADING ACTIVITIES TO MINIMIZE THE CUMULATIVE EXPOSED AREA. CONDUCT TEMPORARY GRADING FOR EROSION CONTROL. PER WDNR TECHNICAL STANDARD TEMPORARY GRADING PRACTICES FOR EROSION CONTROL #1067.
12. PERMITTING OF GROUNDWATER DEWATERING IS THE RESPONSIBILITY OF THE CONTRACTOR. GROUNDWATER DEWATERING IS SUBJECT TO A DNR WASTEWATER DISCHARGE PERMIT AND A DNR HIGH CAPACITY WELL APPROVAL IF CUMULATIVE PUMP CAPACITY IS TO GPM OR MORE.
13. PROVIDE ANTI-SOILSCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING. PERFORM DEWATERING OF ACCUMULATED SURFACE RUNOFF IN ACCORDANCE WITH WDNR TECHNICAL STANDARD DE-WATERING #1061.
14. INSTALL AND MAINTAIN SILT FENCING PER WDNR TECHNICAL STANDARD SILT FENCE #1056. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
15. REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. LOCATE, INSTALL, AND MAINTAIN DITCH CHECKS PER WDNR TECHNICAL STANDARD DITCH CHECKS #1062.

16. INSTALL AND MAINTAIN FILTER SOCKS IN ACCORDANCE WITH WDNR TECHNICAL STANDARD INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS # 1071.
17. IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
18. IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER: BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
19. STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
20. SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS BEFORE THE END OF THE SAME WORKDAY OR AS DIRECTED BY THE AUTHORITIES WITH JURISDICTION. SEPARATE SWEEP MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.
21. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDNR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES # 1068.
22. PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
23. COORDINATE WITH THE AUTHORITIES WITH JURISDICTION TO UPDATE THE LAND DISTURBANCE PERMIT TO INDICATE THE ANTICIPATED OR LIKELY DISPOSAL LOCATIONS FOR ANY EXCAVATED SOILS OR CONSTRUCTION DEBRIS THAT WILL BE HAULED OFF-SITE FOR DISPOSAL. THE DEPOSITED OR STOCKPILED MATERIAL NEEDS TO INCLUDE PERIMETER SEDIMENT CONTROL MEASURES (SUCH AS SILT FENCE, HAY BALES, FILTER SOCKS, OR COMPACTED EARTHEN BERM).
24. FOR NON-CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED SLOPES, PROVIDE CLASS A TYPE I B EROSION CONTROL MATTING. INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD NON-CHANNEL EROSION MAT #1052.
25. FOR CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED AREAS, PROVIDE CLASS I TYPE B EROSION CONTROL MATTING UNLESS OTHERWISE SPECIFIED ON THE PLAN. INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD CHANNEL EROSION MAT #1053.
26. MAKE PROVISIONS FOR WATERING DURING THE FIRST 8 WEEKS FOLLOWING SEEDING OR PLANTING OF DISTURBED AREAS WHENEVER MORE THAN 7 CONSECUTIVE DAYS OF DRY WEATHER OCCUR.
27. THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE WDNR REMEDIATION AND WASTE MANAGEMENT REQUIREMENTS FOR HANDLING AND DISPOSING OF CONTAMINATED MATERIALS. SITE-SPECIFIC INFORMATION FOR AREAS WITH KNOWN OR SUSPECTED SOIL AND/OR GROUNDWATER CONTAMINATION CAN BE FOUND ON WDNR'S BUREAU OF REMEDIATION AND REDEVELOPMENT RACKING SYSTEM (BRRTS) PUBLIC DATABASE AT: <http://dnr.wi.gov/botbr/>.
28. INSTALL AND MAINTAIN A CONCRETE WASHOUT BASIN PER EPA 823-F-11-006: <https://www3.epa.gov/nrdes/pubs/concretewashout.pdf>. REQUIRE USE BY ALL CONCRETE CONTRACTORS. LIQUID MAY BE REUSED IN CONCRETE MIXING, EVAPORATED, OR DISPOSED OF AS WASTEWATER.

1. 05/02/2025 - INITIAL LAND DISTURBING - INSTALL ALL PERIMETER EROSION CONTROL DEVICES INCLUDING STONE TRACKING PAD AND SILT FENCE.
2. 06/03/2025 - 06/05/2025- STRIP TOPSOIL AND STOCKPILE AND SITE DEMOLITION.
3. DURING CONSTRUCTION
 - 3.1. IF THE START DATE IS DELAYED, NOTIFIED AUTHORITIES HAVING JURISDICTION WHEN BREAKING GROUND.
 - 3.2. SOIL STOCKPILES WHICH ARE LEFT UNUSED FOR MORE THAN 7 DAYS SHALL BE STABILIZED AND SILT FENCE INSTALLED AROUND THE PILE.
 - 3.3. ALL SLOPES GREATER THAN 4:1 SHALL BE STABILIZED WITHIN TWO MONTHS (60 DAYS) OF BEING DISTURBED.
 - 3.4. INSTALL ADDITIONAL PRACTICES AS REQUIRED BY STATE AND LOCAL INSPECTORS AND AS NECESSARY TO PREVENT RUNOFF DUE TO CONSTRUCTION MEANS AND METHODS.
 - 3.5. ALL PRACTICES SHALL BE ONGOING BASED ON THE PLAN VIEW AND NOTES.
4. 06/05/2025 - 09/13/2025 - MASS GRADING/SUBGRADE PREPARATION AND BUILDING CONSTRUCTION.
5. 07/02/2025 - PROVIDE TEMPORARY STABILIZATION WITH STRAW MULCH/TACKIFIER FOR ALL DISTURBED AREAS OUTSIDE OF ACTIVE GRADING AREAS.
6. 09/14/2025 - SITE PAVING AND FINISH GRADING.
7. 09/15/2025 - FINAL SITE STABILIZATION - ALL PERVIOUS AREAS DISTURBED DURING CONSTRUCTION WILL BE RESTORED WITH A MINIMUM OF 6" OF TOPSOIL, FERTILIZER, SEED, AND MULCH WITHIN SEVEN (7) DAYS OF FINAL GRADING.

SPOT GRADES ARE AS FOLLOWS:

FFE	- FINISHED FLOOR GRADE
EP	- EDGE OF ASPHALT PAVEMENT
EC	- EDGE OF CONCRETE PAVEMENT
BC	- BACK OF CURB
SW	- EDGE OF SIDEWALK
TS	- TOP OF STEP
BS	- BOTTOM OF STEP
TW	- FINISH GRADE ADJACENT TOP OF WALL
BW	- FINISH GRADE ADJACENT BOTTOM OF WALL (NOT FOOTING)



WYSER
ENGINEERING

301 W MAIN STREET
MOUNT HOREB, WI 53572

SURPLUS SUDS

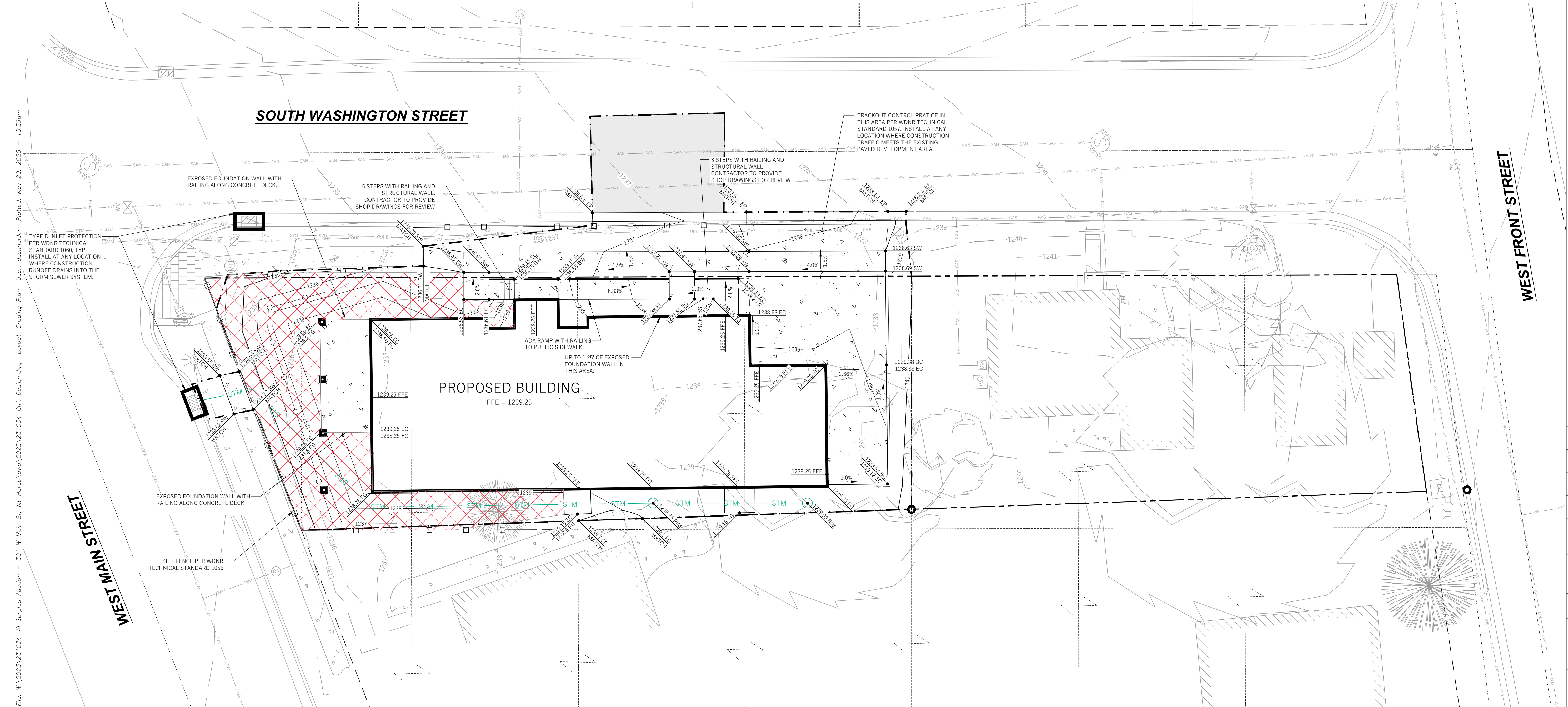
VILLAGE OF MOUNT HOREB,
DANE COUNTY, WI

Sheet Title:
GRADING & EROSION CONTROL PLAN

Revisions:

[illegible]

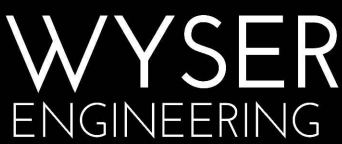
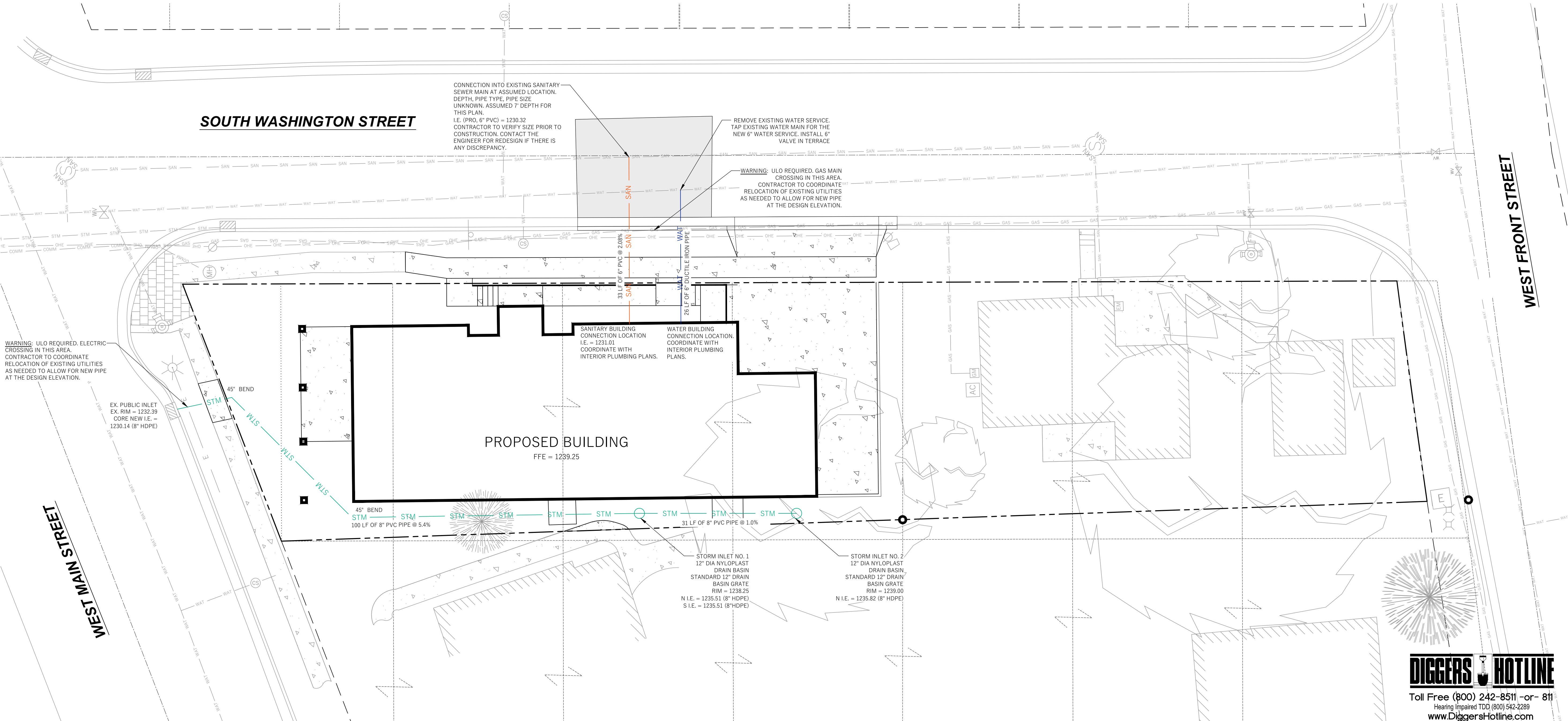
Graphic Scale	
Wyser Number	23-1034
Set Type	CONSTRUCTION
Date Issued	05/20/2025
Sheet Number	C200



	PROPERTY BOUNDARY
	EASEMENT
	BUILDING FOOTPRINT
	30" CURB AND GUTTER
	ASPHALT PAVEMENT
	CONCRETE PAVEMENT
	STRUCTURAL WALL
	PROPOSED WATER MAIN
	PROPOSED SANITARY SEWER
	PROPOSED STORM SEWER

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING ON THE WEEK OF MAY 18, 2023 AND FEBRUARY 24, 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
2. CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE VILLAGE'S LAND IF REQUIRED.
3. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
4. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
5. ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH VILLAGE OF MOUNT HOREB STANDARD SPECIFICATIONS.

1. DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
2. LENGTHS OF ALL UTILITIES ARE TO CENTER OF STRUCTURES OR FITTINGS AND MAY VARY SLIGHTLY FROM PLAN. LENGTHS SHALL BE VERIFIED IN THE FIELD DURING CONSTRUCTION.
3. CONTRACTOR SHALL VERIFY ALL ELEVATIONS, LOCATIONS, AND SIZES OF SANITARY, WATER AND STORM LATERALS AND CHECK ALL UTILITY CROSSINGS FOR CONFLICTS.
4. THE PROPOSED IMPROVEMENTS MUST BE CONSTRUCTED IN ACCORDANCE WITH ENGINEERING PLANS DESIGNED TO MEET ORDINANCES AND REQUIREMENTS OF THE MUNICIPALITY AND WISDOT, WISDSPS, AND WDNR.
5. PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR:
 - EXAMINING ALL SITES CONDITIONS RELATIVE TO THE CONDITIONS INDICATED ON THE ENGINEERING DRAWINGS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE ENGINEER AND RESOLVED PRIOR TO THE START OF CONSTRUCTION.
 - OBTAINING ALL PERMITS INCLUDING PERMIT COSTS, TAP FEES, METER DEPOSITS, BONDS, AND ALL OTHER FEES REQUIRED FOR PROPOSED WORK TO OBTAIN OCCUPANCY.
 - VERIFYING UTILITY ELEVATIONS AND NOTIFYING ENGINEER OF ANY DISCREPANCY. NO WORK SHALL BE PERFORMED UNTIL THE DISCREPANCY IS RESOLVED.
 - NOTIFYING ALL UTILITIES PRIOR TO THE INSTALLATION OF ANY UNDERGROUND IMPROVEMENTS.
 - NOTIFYING THE DESIGN ENGINEER AND MUNICIPALITY 48 HOURS PRIOR TO THE START OF CONSTRUCTION TO ARRANGE FOR APPROPRIATE CONSTRUCTION OBSERVATION.
9. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE ENGINEER WITH AS-BUILT CONDITIONS OF THE DESIGNATED IMPROVEMENTS IN ORDER THAT THE APPROPRIATE DRAWINGS CAN BE PREPARED, IF REQUIRED. ANY CHANGES TO THE DRAWINGS OR ADDITIONAL ITEMS MUST BE REPORTED TO THE ENGINEER AS WORK PROGRESSES.
10. ANY SANITARY SEWER, SANITARY SEWER SERVICES, WATER MAIN, WATER SERVICES, STORM SEWER, OR OTHER UTILITIES, WHICH ARE DAMAGED BY THE CONTRACTORS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE. NO BLASTING IS ALLOWED WITHIN 30 FEET OF EXISTING UTILITIES.
11. ALL PRIVATE INTERCEPTOR WATER MAIN AND WATER SERVICES SHALL BE INSTALLED WITH A 6" MINIMUM BURY. PROVIDE INSULATION ABOVE PIPES WITH LESS THAN 5" OF GROUND COVER.
12. GRANULAR BACKFILL MATERIALS ARE REQUIRED IN ALL UTILITY TRENCHES UNDER SIDEWALKS AND PROPOSED PAVED AREAS (UNLESS OTHERWISE SPECIFIED BY A GEOTECHNICAL ENGINEER). ALL UTILITY TRENCH BACKFILL SHALL BE COMPACTED PER SPECIFICATIONS, ALL PAVEMENT PATCHING SHALL COMPLY WITH THE VILLAGE OF MOUNT HOREY STANDARD SPECIFICATIONS. ADDITIONAL PAVEMENT MILLING AND OVERLAY MAY BE REQUIRED BY PERMIT.
13. CONTRACTOR SHALL NOTIFY THE MUNICIPAL PUBLIC WORKS DEPARTMENT A MINIMUM OF 48 HOURS BEFORE CONNECTING TO PUBLIC UTILITIES.
14. ALL NON-METALLIC BUILDING SEWER AND WATER SERVICES MUST BE ACCOMPANIED BY MEANS OF LOCATING UNDERGROUND PIPE. TRACER WIRE VALVE BOXES SHALL BE INSTALLED ON ALL LATERALS AND AS INDICATED ON THESE PLANS.
15. EXTERIOR CLEANOUTS SHALL BE PROVIDED AS REQUIRED BY SPS 382.35. ALL EXTERIOR CLEANOUTS SHALL BE PROVIDED WITH A FROST SLEEVE IN ACCORDANCE WITH SPS 382.34(5)(a) AND SPS 384.30(2)(c).
16. ALL PRIVATE PLUMBING MATERIALS SHALL CONFORM TO SPS 384.30.
17. ALL PRIVATE PIPE JOINTS SHALL BE INSTALLED PER SPS 384.40.
18. ALL PRIVATE WATER PIPE, INCLUDING DEPTH AND SERRATION REQUIREMENTS, SHALL BE IN ACCORDANCE WITH SPS 382.40(8).
19. THE CONTRACTOR SHALL ALLOW 10 WORKING DAYS FOR THE CONSTRUCTION OF GAS MAINS WHEN SCHEDULING THE WORK AND SHALL NOT RESTRICT ACCESS TO THE GAS MAIN CONTRACTOR OR OTHER UTILITY COMPANIES.
20. CONTRACTOR SHALL VERIFY AND COORDINATE ALL UTILITY CONNECTIONS WITH THE BUILDING PRIOR TO CONSTRUCTION.
21. THE CONTRACTOR SHALL CONDUCT HIS OPERATIONS SO AS TO BE IN CONFORMANCE WITH THE VILLAGE EROSION CONTROL AND STORMWATER ORDINANCE, AND DNR ADMINISTRATIVE RULE NR 216 AT ALL TIMES.



301 W MAIN STREET
MOUNT HOREB, WI 53572

SURPLUS SUDS

VILLAGE OF MOUNT HOREB,
DANE COUNTY, WI

Sheet Title: UTILITY PLAN

[illegible]

DOOR & WINDOW VALUES			
WINDOWS:	U VALUE	0.11	
	SHGC	0.11	
	VT	0.11	
DOORS:	U VALUE	0.11	
	SHGC	0.11	
	VT	0.11	
O.H. DOORS:	U VALUE	0.11	
	SHGC	0.11	
	VT	0.11	
DOORS:	U VALUE	0.11	
	SHGC	0.11	
	VT	0.11	



Keller

PLANNERS | ARCHITECTS | BUILDERS

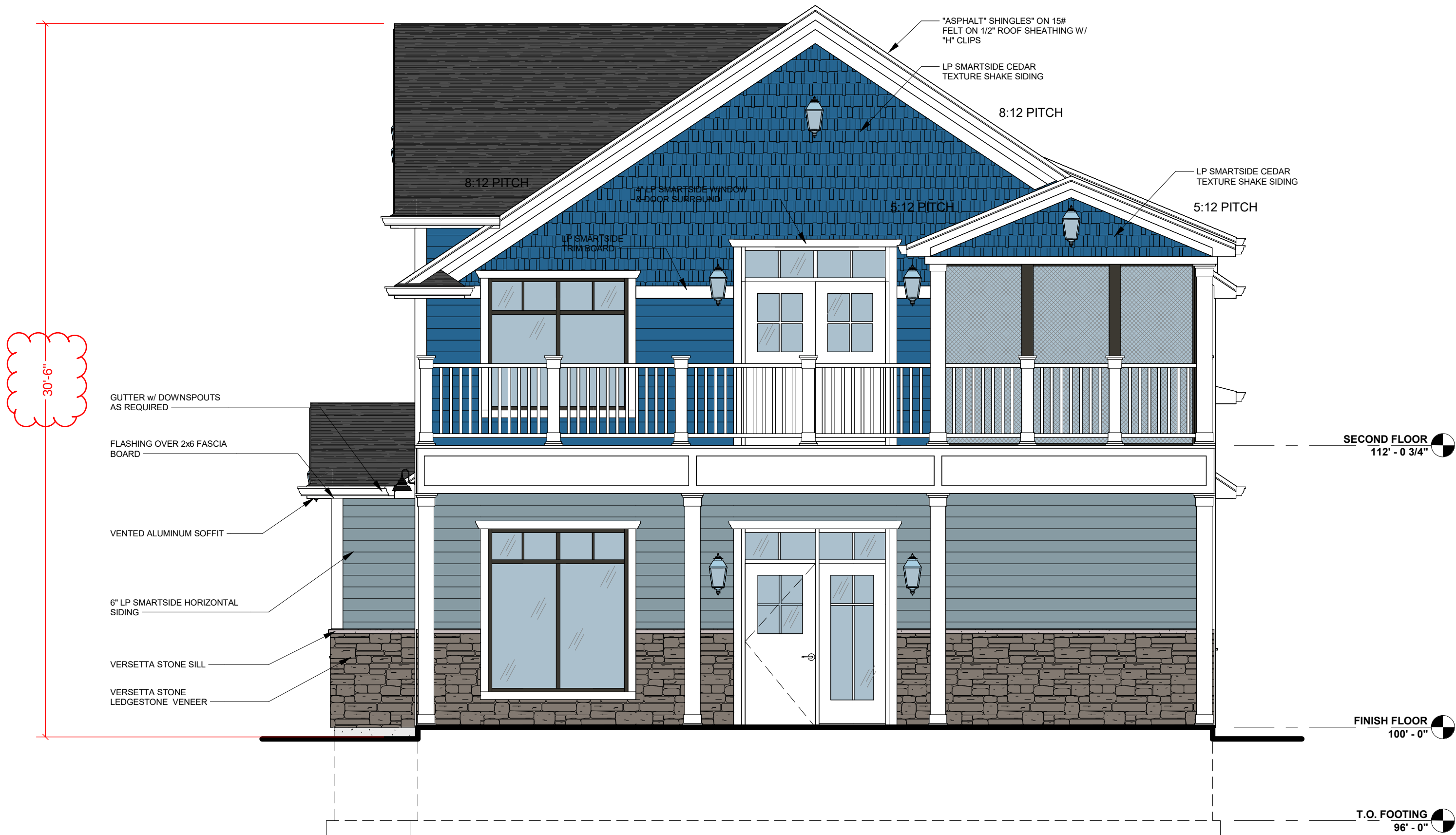
FOX CITIES
N216 State Road 55
P.O. Box 620
Kaukauna, WI 54130
PHONE (920) 766-2795 /
1-800-236-2534
FAX (920) 766-5004

MILWAUKEE
W204 N11599
Coldendale Rd
Germantown, WI 53022
PHONE (262) 250-9740
4-800-236-2534
FAX (262) 250-9740

MADISON
711 Lake Dr.
Sun Prairie, WI 53590
PHONE (608) 318-2336
FAX (608) 318-2337

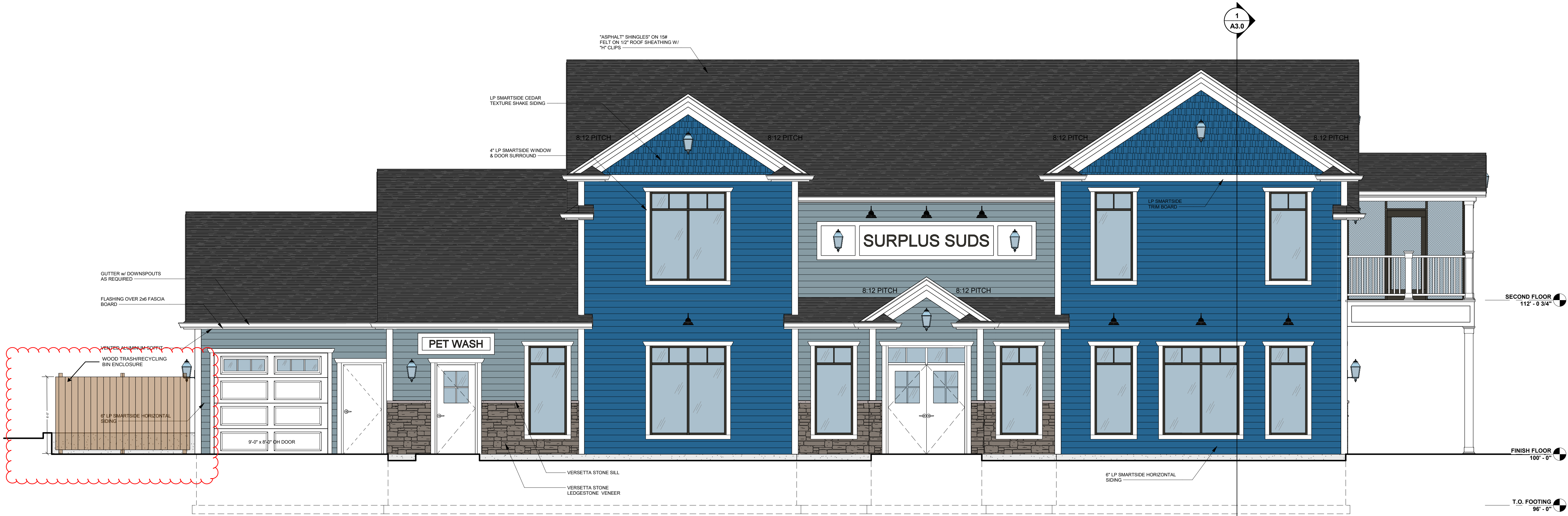
WAUSAU
5605 Libac Ave
Wausau, WI 54401
PHONE (715) 849-3141
FAX (715) 849-3181

www.kellerbuilds.com



NORTH ELEVATION

1/4" = 1'-0"



EAST ELEVATION

1/4" = 1'-0"

PROPOSED FOR:

SURPLUS SUDS

WISCONSIN
MOUNT HOREB,

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REVISIONS		
2	12.18.2024	ACM
3	01.21.2025	ACM
4	02.13.2025	ACM
5	02.24.2025	ACM
6	03.11.2025	ACM
7	03.21.2025	ACM

PROJECT MANAGER:
C. FERGUSON

DESIGNER:
E. BAUMAN

INTERIOR DESIGNER:

DRAWN BY:
ACM

EXPEDITOR:

SUPERVISOR:

PRELIMINARY NO:
P24304

CONTRACT NO:

DATE:
11.11.2024

SHEET:
A2.0

PRELIMINARY - NOT FOR CONSTRUCTION



SURPLUS SUDS

MOUNT HOREB, WISCONSIN



SURPLUS SUDS

MOUNT HOREB, WISCONSIN



MEMORANDUM

To: Village of Mount Horeb Plan Commission
From: Village Planner Ben Rohr, AICP
Date: May 28, 2025
Re: Village Planner's Conditional Use, Site Plan, and Design Review Comments for a Proposed Mixed Use Building for Matthew Lust at 301 W. Main Street.

Introduction

The applicant, Matthew Lust (property owner), is proposing to demolish the existing building at 301 W. Main Street and redevelop the property into a two-story mixed-use building with commercial space on the lower level and an apartment on the upper level. The property is the former home of the Mount Horeb Animal Clinic that was located within an approximately 2,000 square foot, one-story structure.

301 W. Main Street is directly surrounded by residential uses to the west and south, Foster Park to the east, and mixed residential and commercial uses to the north. Additionally, this area is the farthest western extend of the Central Business Zoning District as land uses and development patterns transition away from the core blocks of downtown Mount Horeb.

The proposed development is a 4,917 square foot, two-story building on a 6,300 square foot site that will be an Indoor Sales and Service land use (laundry and dog wash) on the ground floor level and Commercial Apartment land use (1 dwelling unit) on the second floor.

The site is zoned Central Business, which allows Indoor Sales and Service and Commercial Apartment land uses by-right. This project requires a Conditional Use because a waiver is needed from the design requirements for a downtown area building setback on Main Street greater than three feet from the property line. Today, the applicant is seeking review and action on the conditional use, site plan, and design review of the site.

Zoning District, Land Use, and Site Layout Requirements

The Subject Property has Central Business (CB) Zoning:

- Multiple land uses are proposed for this project:
 - Indoor Sales and Services
 - Commercial Apartments
- Other land use requirements that are all met:
 - Minimum parking requirements (no parking requirements in the Central Business district).

- o The gross floor area devoted to commercial apartments shall be counted toward the floor area of a nonresidential development.
- CB Zoning District intensity (coverage) and bulk (setback and height) requirements are all met.

Village Standard Type	Village Standard Minimums/Maximums	Proposed Development
Front/Street Setback	0 feet maximum*	16-27 feet (Main Street) 8 feet (Washington Street)
Side Setback	0 feet maximum*	4-7 feet
Rear Setback	0 feet	17 feet
Paved Surface Setback	0 feet	10 feet (Main Street) 0 feet (Washington Street) 4 feet (southern property line) 0 feet (western property line)
Building Height	50 feet maximum, 20 feet minimum	31 feet
Impervious Surface Ratio	100%	70% (proposed) 81% (today)
Floor Area Ratio	3.00	0.78
Parking	None	2 tenant stalls (garage and in front of garage) 0 commercial stalls On-street parking is available on Main Street and on the east side of Washington Street

*Section 17.43(7)(b) states that the Plan Commission can permit a deviation from the maximum permitted setback of zero feet where it deems this to be an essential component of the site design. This project is located within a transitional area at the edge of downtown and has a much different look, feel, and format than other downtown buildings along Main Street. Instead, the proposed development much more closely reflects the look, feel, and format of the building surrounding it to the north, east, and south with greater than zero setbacks from the front, street, side, and rear lot lines.

Conditional Use Permit Review

All proposed conditional uses must be evaluated based on the review standards of Section 17.57 of the Zoning Ordinance. Section 17.57 states that no application for a conditional use shall be recommended for approval by the Plan Commission, or granted by the Village Board, unless the Commission finds that all the following six conditions are present. These conditions are presented below, in plain text, with my evaluation comments following each condition are underlined.

- (1) That the establishment, maintenance or operation of the conditional use shall not be detrimental to, or endanger, the public health, safety, morals, comfort, or general welfare.
I believe this condition is met. The proposed development is generally reflective of the development patterns in the area and includes safety and ADA access elements for business patrons, staff, and residents.
- (2) That the uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by the

establishment, maintenance or operation of the conditional use, and the proposed use is compatible with the then existing use of adjacent land.

I believe this condition is met. The proposed development complements and enhances the architectural aesthetic in the area, is generally reflective of the development patterns in the area, and provides access to green space for residents directly across the street at the park.

- (3) That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

I believe this condition is met. The proposed development complements and enhances the architectural aesthetic in the area, is generally reflective of the development patterns in the area, and provides access to green space for residents directly across the street at the park.

- (4) That adequate utilities, access roads, drainage and other necessary site improvements have been or are being provided.

I believe this condition is met. The proposed development is planned to connect to existing road, sidewalk, and utility infrastructure. The Village Engineer has provided the applicant with all stormwater requirements.

- (5) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

I believe this condition is met. The proposed development takes access from Washington Street, over 70 feet from the intersection of Main Street and Washington Street (same location as today). Additionally, it provides connections to the existing sidewalk and there are no on-site parking requirements in the Central Business District.

- (6) That the conditional use shall conform to all applicable regulations of the (zoning) district in which it is located.

This condition is met. The proposed development meets all zoning requirements and is subject to any other elements identified below as part of the Site Plan and Design Review.

Design Review Requirements per Section 17-14:

Design Review by the Plan Commission is required under Section 17.14 of the Zoning Ordinance. Design Review is required for all development projects in the Village, except residential development with three or fewer dwelling units. The Design Review requirements in Section 17.14(4)(b) identify 27 Design Directives. The Plan Commission has the ability to waive any Design Directive or add additional design requirements upon a finding that the additional design requirement would improve the project.

This project complies with Design Review requirements. I recommend the Plan Commission discuss the few remaining waivers required that have been underlined.

1. Site Grading:

- a. The grading plan shall preserve existing grades to the greatest extent possible, particularly at the perimeter of the site.
 - This requirement is met.

- b. In no instance shall proposed grading create transitions to adjoining properties or rights-of-way that are unsafe, unstable or create drainage problems.
 - This requirement is met.
- c. Site grading shall also preserve or create an attractive site appearance in conjunction with the proposed development.
 - This requirement is met.

2. Existing Site Vegetation and Other Natural Features:

- a. The grading and development plans shall preserve, protect, and maintain important existing site vegetation as identified by the Plan Commission. Examples include hedgerows, groves and individual specimen trees.
 - This requirement is met. The proposed development includes removing two existing trees along the western property line to provide adequate space for the redevelopment of the site. However, there are no minimum landscaping or buffering requirements in the Central Business zoning district.
- b. Topsoil used at the development site should be from on site, to the extent possible, particularly in areas under the drip line of preserved vegetation.
 - This requirement is met.

3. Site Layout Relation to Abutting Streets:

- a. In general, the layout of buildings, structures, pavement, parking and landscaping shall be compatible with the general pattern for similar land uses in the vicinity, as determined by the Plan Commission.
 - This requirement is met. The proposed site plan reflects the transitional areas on both the east and west sides of the core downtown blocks along Main Street. These areas are characterized by residential-style architecture and building forms with a mix of residential and non-residential land uses in the same structure.
- b. The general site layout shall result in an attractive appearance to all abutting streets, as determined by the Plan Commission.
 - The site layout meets this requirement.

4. Building Setbacks:

- a. Building setbacks shall comply with the requirements of the zoning district, and with the additional requirements listed below in subparagraphs 4.b. and 4.c.
 - This requirement is met on all sides of the proposed building, if the Plan Commission determines that the maximum zero-foot setback on the front, street side, and rear are acceptable.
- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, the entire street side of buildings shall be located at or within 3 feet of all abutting street rights-of-way, unless an exception is granted through the conditional use process.
 - This requirement is not met. The proposed structure is 16-27 feet from Main Street and 4-8 feet from Washington Street. If the Plan Commission grants approval of the proposed Conditional Use, this requirement will be met.

- c. Within the CTH ID corridor between STH 78 and USH 151, the entire street side of buildings shall be located at or within 30 feet of all abutting street rights-of-way, unless an exception is granted through the conditional use process. Parking shall not be permitted in this area. Drives for one-way circulation and/or emergency vehicle access may be permitted through the conditional use process.

- This requirement is not applicable.

5. Building Height:

- a. Building heights shall comply with the requirements of the zoning district, and with the additional requirements listed below in subparagraphs 5.b. and 5.c.

- This requirement is met.

- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, building heights shall be a minimum of 20 feet and shall be a minimum of 2 stories, unless an exception is granted through the conditional use process.

- This requirement is met. The proposed structure is two-stories and 31 feet in height.

- c. Within the CTH ID corridor between STH 78 and USH 151, building heights shall provide a functional or decorative building tower or related architectural feature that exceeds the height of the majority of the building facade by at least 7 feet, unless an exception is granted through the conditional use process. Roofs, and roof appurtenances such as cupolas, shall not count toward this requirement.

- This requirement is not applicable.

6. Building Mass:

- a. Buildings over 5,000 square feet of gross floor area shall be subject to the requirements for large developments.

- This requirement is not applicable. The proposed structure is less than 5,000 square feet.

7. Building Facades:

- a. Long building facades shall be visually broken up and variegated with staggers and offsets as determined appropriate by the Plan Commission.

- This requirement is met on the north, east, and south sides of the structure through the use of varying building materials, window/door openings, and varying pitches to the roof. This requirement is not met on the unarticulated western façade. However, I recommend the Plan Commission waive this requirement because it is reflective of the residential architectural style of other buildings to the west and will (mostly) not be visible from Main Street.

- b. All building facades facing streets, drives or parking areas shall provide regularly spaced openings for windows and doors, and regularly spaced decorative elements such as piers and columns. The size and spacing of these features shall be compatible with nearby structures that meet this requirement, as determined by the Plan Commission.

- This requirement is met on the two sides of the structure facing the street through the use of varying materials, roof pitches, windows, doors, and decorative elements.
- c. All building facades facing streets, drives or parking areas shall provide a pattern of upper story openings that is compatible with the pattern established by the ground floor, as determined by the Plan Commission.
 - This requirement is met through regularly spaced window openings on the second floor of the structure.
- d. Within the downtown zoning district, and particularly along Main Street and the commercially developed portions of intersecting streets, building facades shall employ traditional storefront design by providing pilasters, transom windows, cornices, lintels and related decorative details to highlight transitions between the ground floor and upper stories and between upper stories and the parapet.
 - This requirement is not met. The proposed development is located in the transitional area outside of the core blocks of downtown Mount Horeb. I recommend the Plan Commission waive this requirement because the proposed building design more accurately reflects the character of development in this area, not the traditional storefront design found commonly to the east.

8. Exterior Building Materials:

- a. Exterior materials for multi-family, office, or commercial buildings may not include metal wall panels, concrete panels, plain concrete block, asphalt, or spandrel window panels, unless an exception is granted through the conditional use process.
 - This requirement is met. The proposed exterior building materials include horizontal siding, stone veneer, and vertical cedar shake siding.
- b. Hard and durable materials including decorative block, brick or stone, shall be required on all exterior portions of the structure within 40 inches of the adjacent grade.
 - This requirement is not met. The Main Street elevation includes a stone veneer treatment along the base on the structure and some of the Washington Street elevation includes the same treatment. However, this is not consistently applied on all sides of the building (south, west, and portions of the east elevation). I recommend the Plan Commission waive this requirement because both street frontage include this façade treatment.

9. Exterior Building Colors:

- a. Exterior colors of all buildings, structures, appurtenances and paving shall be compatible and harmonious with those of existing buildings in the immediate area which conform to these design requirements, as determined by the Plan Commission.
 - i. Within the downtown area, the Victorian color palette shall be used, or other colors must be approved by the Plan Commission.
 - This requirement is not met. The proposed building color is blue and the applicant made every effort to match the Village's color palette, but the manufacturer of the siding does not provide an exact match. I recommend the Plan Commission waive this requirement.

- ii. Throughout the rest of the Village, primary colors including red, blue, green, yellow, black, and fluorescent colors shall not be permitted. Where an integral part of site design, muted versions of these colors may be used, as approved by the Plan Commission.
 - See item 9.a.i. above.
- iii. High gloss paints and other exterior finishes are not permitted.
 - This requirement is met on all portions of the building.
- iv. Color patterns shall be used consistently throughout the property, as determined by the Plan Commission.
 - This requirement is met on all portions of the building.

10. Exterior Doors:

- a. All exterior doors visible from streets, drives or parking areas shall provide decorative design elements.
 - This requirement is met, outside of the non-decorative door adjacent to the first floor garage. I recommend the Plan Commission waive this requirement because this door will function for the upper story residential access and needs to be different in design than the commercial entrance doorways.

11. Windows:

- a. Spandrel panels, mirrored glass or heavily-tinted windows are not permitted. Where screening is desired, vertical or horizontal strip blinds may be used.
 - This requirement is met. None of those materials are proposed.
- b. Windows may not be obscured by paper or other attached materials on more than 5% of any individual window panel.
 - This requirement is met. None proposed.

12. Roofs:

- a. Roof forms and materials shall be compatible and harmonious with those of existing buildings in the immediate area which conform to these design requirements, as determined by the Plan Commission.
 - This requirement is met. Several of the surrounding buildings in this area include pitched roofs that reflects the proposed development.
- b. Metal roofs shall not be used for multifamily, office or commercial buildings, unless an exception is granted through the conditional use process.
 - This requirement is met. A shingled roof is proposed.
- c. Roof forms shall be designed to accommodate the requirements in subparagraphs 5.c. and 7.d., above.
 - This requirement is met.
- d. Rooftop mechanical equipment shall not exceed the elevation of the lowest point of the surrounding building parapet or roof.
 - This requirement is met. None proposed.

13. Exterior Building Appurtenances:

- a. Building facades shall be uncluttered by the minimal use and careful placement of brackets, wiring, meter boxes, antennae, gutters, downspouts and other appurtenances. Where necessary, such features shall be colored to blend in, rather than contrast, with the immediately adjacent building exterior.
 - This requirement is met with matching color downspouts proposed.

14. Awnings:

- a. Awnings, where approved by the Plan Commission, shall complement the character of the building.
 - This requirement is met. No awnings are proposed.
- b. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation may be used. Metal canopies are prohibited.
 - This requirement is met. No awnings are proposed.
- c. Backlighting is prohibited.
 - This requirement is met. No backlighting is proposed.

15. Trash Containment Structures:

- a. Trash containment structures shall be designed to fully conceal trash storage.
 - This requirement is met. A proposed trash containment structure for the commercial use is located directly south of the building and the residential roll carts will be stored within the garage.
- b. Trash containment structures shall be constructed in the same materials and colors as the ground floor of the principal building.
 - This requirement is met. The proposed trash containment structure for the commercial use will be constructed of wood.
- c. Wood or synthetic wood gates shall be used and shall be arranged in a pattern to provide complete opacity. Metal panel gates and metal fence gates with strips are prohibited.
 - This requirement is met. The proposed trash containment structure for the commercial use will be constructed of wood.

16. Freestanding Canopy Structures:

- a. Freestanding canopy structures, such as those providing shelter at a gas station or drive-up banking station, shall be designed to complement the design of the principal building, as determined by the Plan Commission.
 - This requirement is met. No freestanding canopies are planned.
- b. Canopy roofs shall employ the same pitch, materials and colors as the roof of the principal building, unless an exception is granted through the conditional use process.
 - No freestanding canopies are planned. This requirement is met.
- c. Canopy supports shall be decorative in nature and shall employ the same materials and colors as the principal building. Exposed nondecorative supporting poles are not permitted.
 - This requirement is met. No freestanding canopies are planned.

17. Other Structures:

- a. Outbuildings shall employ the same high-quality exterior building materials as used on the principal building.
 - This requirement is met. No outbuildings are planned.
- b. Walls and fences shall employ high-quality materials such as metal pickets, stone, decorative block or brick which complement the principal building, as determined by the Plan Commission.
 - This requirement is met. No fencing is proposed. The plans do indicate that a concrete retaining wall with a metal railing will be employed on the eastern elevation for ADA accessibility. A retaining wall may also be needed near the southern property line, adjacent to the paved area, but no plans have been provided by the applicant in terms of the design.

18. Exterior Lighting:

- a. All exterior lighting shall use decorative fixtures, as approved by the Plan Commission. Such fixtures shall be consistent in design theme throughout the site.
 - The applicant has provided night-view versions of the renderings to illustrate the proposed lighting, but no light fixture specifications have been determined or submitted. It is unknown if this requirement is met.
- b. All exterior light bulbs shall not be visible from beyond any property line. Directional or cutoff fixtures shall be used to meet this requirement.
 - See 18.a.
- c. Lighting at the property lines shall not exceed 0.5 footcandles over ambient conditions.
 - See 18.a.
- d. Maximum lighting shall not exceed 10.0 footcandles on the site, except in areas serving in-vehicle uses such as drive-up windows and fueling areas. In such locations, maximum lighting shall not exceed 25.0 footcandles.
 - See 18.a.
- e. Freestanding light fixtures shall not exceed a total height of 20 feet.
 - See 18.a.

19. Exterior Signage:

- a. Exterior signage shall complement the design of the overall site, as determined by the Plan Commission.
 - This requirement looks to be met, but all signage plans shall be submitted prior to the issuance of permits, meeting all requirements of the Zoning Ordinance.
- b. Freestanding sign supports shall be decorative in nature and shall employ the same materials and colors as the principal building. Exposed nondecorative supporting poles are not permitted.
 - This requirement looks to be met, but all signage plans shall be submitted prior to the issuance of permits, meeting all requirements of the Zoning Ordinance.

20. Outdoor Display or Storage:

- a. All outdoor display and/or storage areas must be clearly depicted and labeled on an approved site plan. Said label shall specify the general types of materials to be displayed or stored, including: retail or rental display; retail or rental vehicle display; long-term business vehicle storage; equipment storage; refuse storage; scrap equipment or vehicle storage.
 - This requirement is met. No areas of outdoor display are proposed or approved anywhere else on the site.
- b. Outdoor storage areas shall be adequately screened from view from adjacent properties and streets, drives and parking areas, as determined by the Plan Commission.
 - This requirement is met. No areas of outdoor storage are proposed.

21. Pavement Materials:

- a. All traffic circulation, parking and pedestrian areas shall be provided with a hard, durable surface such as concrete, asphalt, pavement blocks or bricks. Gravel is not acceptable.
 - This requirement is met throughout the site.
- b. Durable, porous pavement techniques are encouraged, and the overall coverage of pavement on all sites should be minimized so as to reduce stormwater runoff.
 - This requirement is met.

22. Pedestrian Facilities:

- a. Public sidewalks or multipurpose paths shall be required along all street frontages, per Village standards.
 - This requirement is met. Existing sidewalks are located along both Main Street and Washington Street.
- b. Paved pedestrian connections are required between all street frontage pedestrian facilities and public doorways. Said connections shall be a minimum of 5 feet wide.
 - This requirement is not met. Connections are provided along the Washington Street frontage, but not the Main Street frontage. I recommend that the Plan Commission discuss this further.
- c. Where pedestrian connections cross vehicle circulation areas, a crosswalk clearly delineated by color and/or texture is required.
 - This requirement is not met. The driveway access point from Washington Street crosses over the existing sidewalk. I recommend that the Plan Commission waive this requirement as this is a constrained site with limited opportunities to separate the access entry from the sidewalk.

23. Traffic Circulation:

- a. Traffic circulation patterns shall be safe and understandable by vehicle operators, as determined by the Plan Commission.
 - This requirement is met.

- b. Traffic patterns which are determined as too complicated by the Plan Commission shall be prohibited. Complications may be identified due to steep grades, inadequate throat depths, offset intersections, too many intersections within a particular area, dangerous and conflicting traffic movements, movements compromised by limited visibility, or restricted turning radii for the types of vehicles likely present on the site.
 - This requirement is met. Site access is taken from Washington Street that does not conflict with any other intersections or access points.
- c. No traffic circulation shall be permitted within 10 feet of a street or drive right-of-way or easement, nor within 5 feet of any other property line, except within the downtown area, or as approved as through the conditional use process.
 - This requirement is met.
- d. Within the CTH ID corridor between STH 78 and USH 151, refer to subparagraph 4.c. above regarding limitations on drives located adjacent to street rights-of-way.
 - This requirement is not applicable.

24. Parking:

- a. All parking areas located within required principal building setback areas shall be visually screened from streets by a continuous landscaped hedge, fence, wall or berm with a minimum height of 40 inches over the elevation of the adjacent portion of the parking lot at time of installation. Gaps in this hedge are permitted for pavement approved as part of the site design.
 - This requirement is met. There are no landscaping requirements in the Central Business District.
- b. Within the downtown area, and particularly along Main Street and the commercially developed portions of intersecting streets, parking shall not be located along a street frontage unless an exception is granted through the conditional use process.
 - This requirement is met as the proposed parking area is screened by the building.
- c. Within the CTH ID corridor between STH 78 and USH 151, refer to subparagraph 4.c. above regarding the prohibition of parking adjacent to street rights-of-way.
 - This requirement is not applicable.
- d. Bicycle parking shall be provided at a rate of one bicycle space for every 10 vehicle parking spaces up to a total of 20 bicycle spaces.
 - This requirement is not applicable as it does not apply within the Central Business District.

25. Building Foundation Landscaping:

- a. A minimum 10-foot wide landscaping bed or planter shall be provided along at least 50% of each wall facing a street, drive or parking area, except within the downtown area.
 - This requirement is not applicable in the Central Business District, but the applicant has indicated that some landscaping will be provided and preliminary ideas have been shown on the renderings.

- b. This bed or planter shall be located adjacent to or within 10 feet of the building foundation.
 - See 25.a.
- c. This bed or planter shall be landscaped appropriately as determined by the Plan Commission.
 - See 25.a.

26. Street Frontage Landscaping:

- a. A minimum 10-foot wide landscaped area shall be provided adjacent to the frontage of all streets and drives, except within the downtown area.
 - See 25.a.
- b. This area shall be landscaped appropriately as determined by the Plan Commission. At minimum, one canopy-type street tree (maple, oak, hickory, ginkgo, honey locust or similar species) shall be required for every 50 feet of street or drive frontage, except within the downtown area. Said trees shall be a minimum 2-inch to 2.5-inch caliper.
 - See 25.a.

27. Parking Lot Landscaping:

- a. Parking lot landscaping shall comply with the requirements of §17.136
 - See 25.a.
- b. Subsection 24.a., above, shall also apply along street and drive frontages.
 - See above notes on this requirement.
- c. Subsection 24.c., above, shall also apply along CTH ID.
 - See above notes on this requirement.

Village Planner's Recommendations:

I recommend the Plan Commission approve the following:

1. A Conditional Use for the waiver of the Design Review Standards related to the building setbacks on Main Street exceeding three feet from the property line in the Central Business District (items 4.a. and 4.b.).
2. A determination by the Plan Commission that the maximum setbacks within the Central Business District may be exceeded in this instance because it is an essential component of the site design in reflection of the property's location and the look, feel, and format of the buildings in the area.
3. Site Plan and Design Review packet, including waivers for:
 - a. 7.a. Allow the unarticulated western façade, as depicted.
 - b. 7.d. Allow a non-traditional storefront design to be used on the ground and upper floor of an intersecting street within the Central Business District, as depicted.
 - c. 8.b.: Allow an alternative building façade design on the western and southern façade that does not include the required 40" of decorative horizontal base materials, as depicted.
 - d. 9.a.i. and ii.: Allow the use of alternative colors that do not meet the required downtown color palette, as depicted.
 - e. 10.a. Allow a non-decorative door on the front façade for tenant access only to the upper floor, as depicted.
 - f. 22.c. Allow a pedestrian connection to cross vehicle traffic areas where the new proposed tenant driveway is planned, as depicted.
4. Plan Commission Discussion and Action on either (item 22.b.):
 - a. Waiving the requirement to provide a pedestrian connection from the building to the Main Street sidewalk (none proposed).
 - b. Require the applicant to include a pedestrian connection from the building to the Main Street sidewalk.
5. Village staff review and approval of the following that meets all Design Review requirements. If any waivers are requested by the applicant from the Design Review requirements, the proposed plans must be reviewed and approved by the Plan Commission.
 - a. Light fixture specifications.
 - b. Photometric plans that extend to the property line.
 - c. Sign details (materials, location, height, and size).
6. Any other comments or recommendations of the Village Engineer, Village Fire Department, and/or Plan Commission.



SURPLUS SUDS

MOUNT HOREB, WISCONSIN

RESOLUTION 2025-07

CONDITIONAL USE PERMIT TO ALLOW BUILDING TO EXCEED MAIN STREET SETBACK IN CB CENTRAL BUSINESS DISTRICT

WHEREAS, an application for a Conditional Use Permit to allow development greater than three feet from the right-of-way for 301 W Main Street, parcel 0606-114-0604-9, has been filed with the Village of Mount Horeb by Chad Ferguson, Keller Inc; and

WHEREAS, said property is currently zoned CB Central Business in which the Zoning code 17.43(7)(b) states that the maximum setback for buildings from the front lot line is 0 feet; and

WHEREAS, the matter was the subject of a public hearing before the Plan Commission on May 28, 2025, after due notice as required by law; and

WHEREAS, the Plan Commission is recommending approval of the following Conditional Use from Village Code 17.43(7)(b).

WHEREAS, after due consideration and being fully advised in the premises, the Board of Trustees of the Village of Mount Horeb deems it to be in the interest of the general public to allow the desired exception of said property, as hereinafter set forth, as a Conditional Use; and

WHEREAS, the proposed use is consistent with the Village of Mount Horeb Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Mount Horeb, Dane County, Wisconsin, that a Conditional Use Permit the building outside of the front yard setback at 301 W Main Street is hereby granted.

Introduced and passed this 4th day of June, 2025.

By: _____
Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.g

Consideration of Zero Lot-Line CSM 515 and 517 Alan Drive, Mark Nortman

BACKGROUND

Nortman is submitting a zero lot line Certified Survey Map (CSM) to divide the newly rezoned R-2 Two-Family residential lot into two new duplex zoned lots for the construction of a new duplex unit. The CSM meets all setback and bulk dimension requirements and the Plan Commission recommends approval.

RECOMMENDATION

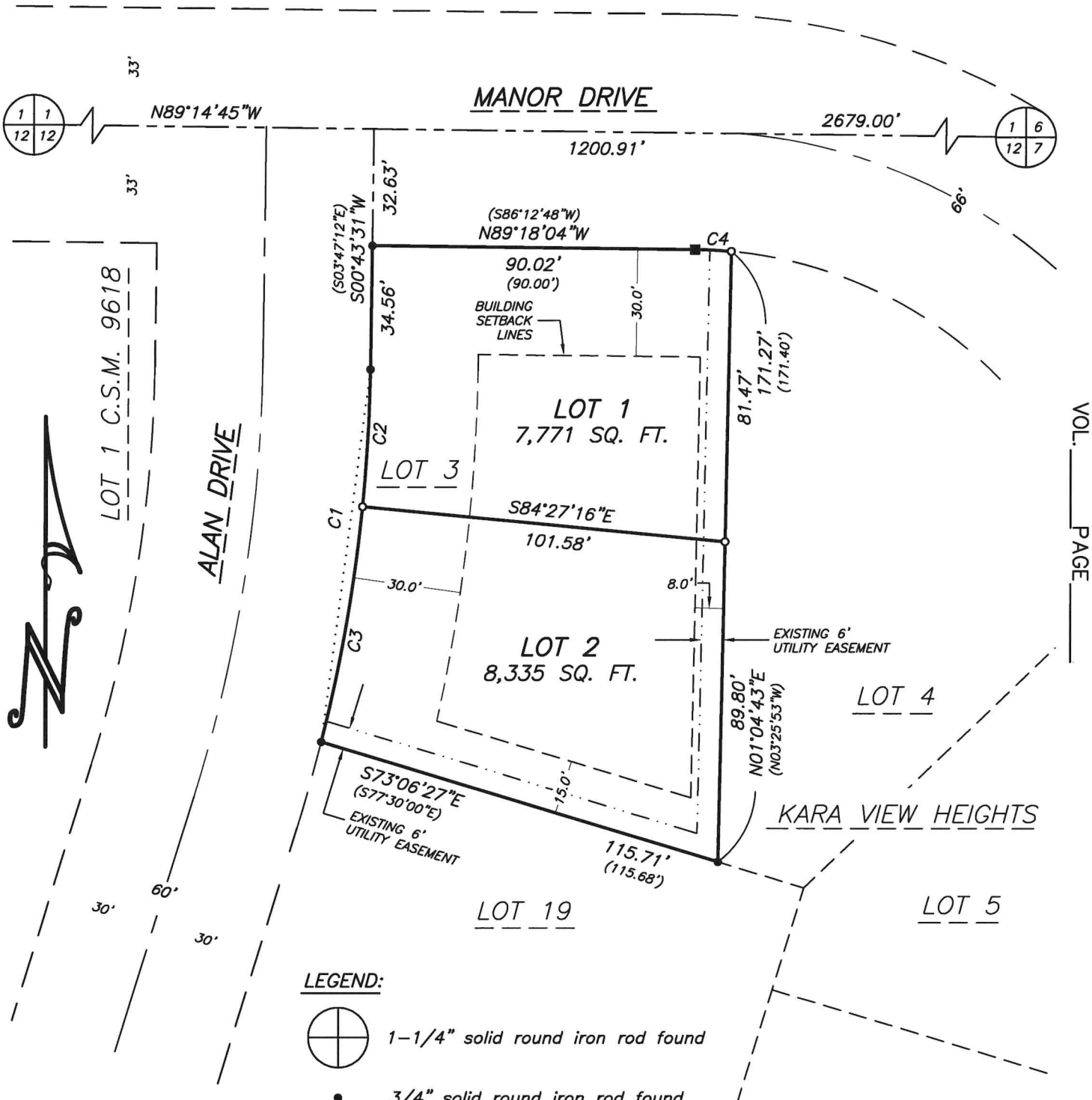
ATTACHMENTS

1. Nortman_CSM

CERTIFIED SURVEY MAP No. _____

Lot 3 of Kara View Heights, being part of the Northeast 1/4 of the Northeast 1/4 of Section 12, Town 6 North, Range 6 East, Village of Mt. Horeb, Dane County, Wisconsin.

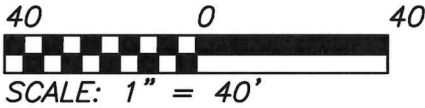
CURVE	RADIUS	ARC	DELTA ANGLE	CHORD	CH. BEARING	TAN.BEARING-IN	TAN.BEARING-OUT
C1	460.00'	105.74'	13°10'16"	105.51'	S07°18'18"W	S00°43'10"W	S13°53'26"W
C2	460.00'	38.74'	04°49'34"	38.73'	S03°07'57"W		
C3	460.00'	67.00'	08°20'42"	66.94'	S09°43'05"W		
C4	120.00'	10.09'	04°49'04"	10.09'	N87°11'24"W	N84°46'52"W	N89°35'56"W



- LEGEND:
- 1-1/4" solid round iron rod found
 - 3/4" solid round iron rod found
 - 1" x 1" angle iron found
 - 3/4" x 24" solid round iron rod set, weighing 1.50 lbs per lineal foot

PREPARED FOR:
Mark Nortman
207 North 8th Street
Mt. Horeb, WI 53572
(608) 575-3393

JOB NO. 25047
POINTS 25047
DRWG. 25047_1
DRAWN BY CJW



SHEET 1 OF 2

TALARCZYK
LAND SURVEYS LLC
517 2nd Avenue
New Glarus, WI 53574
608-527-5216
www.talarczyk-surveys.com

CERTIFIED SURVEY MAP NO. _____

Lot 3 of Kara View Heights, being part of the Northeast 1/4 of the Northeast 1/4 of Section 12, Town 6 North, Range 6 East, Village of Mt. Horeb, Dane County, Wisconsin.

I hereby certify that this survey is in compliance with Section 236.34 of the Wis. Statutes and the subdivision regulations of the Village of Mt. Horeb; and that under the direction of Mark T. Nortman, or the owner(s) listed below or hereon I have surveyed, monumented, and mapped the lands described hereon; and that this map is a correct representation of all exterior boundaries of the land surveyed in accordance with the information provided.

May 20, 2025

Robert A. Talarczyk, P.L.S.

NOTES:

- 1.) Bearings are referenced to the Wisconsin County Coordinate System, Dane County Zone, NAD83 (2011), in which the North line of the Northeast 1/4 of Section 12 bears N89°14'45"W.
- 2.) When attached dwelling units are created, matters of mutual concern to the adjacent property owners, due to construction, catastrophe, use, and maintenance, shall be dealt with by private covenants and deed restrictions and the approving authorities shall not be held responsible for the same.
- 3.) Both lots subject to a perpetual easement along and 8 ft, either side of the existing water and sewer laterals for the purpose of maintaining, improving and repairing the same.
- 4.) Recorded data, when different than measured, is shown in parenthesis.

OWNER'S CERTIFICATE OF DEDICATION:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. I also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: The Village of Mt. Horeb.

WITNESS the hand and seal of said owner this _____ day of _____, 20_____.
In the presence of:

Mark T. Nortman

STATE OF WISCONSIN)

_____ COUNTY) SS
Personally came before me this _____ day of _____, 20_____, the above named Mark T. Nortman to me known to be the same person who executed the foregoing instrument and acknowledged the same.

My commission expires _____.

VILLAGE APPROVAL: Approved for recording this _____ day of _____, 20_____ by the Village of Mt. Horeb.

Village Clerk

REGISTER OF DEEDS CERTIFICATE: Received for record this _____ day of _____, 20_____ at _____ o'clock _____M., and recorded in Vol. _____ of Certified Survey Maps of Dane Co., on Pages _____.

Kristi Chlebowski, Register of Deeds



JOB NO. 25047
POINTS 25047
DRWG. 25047_1
DRAWN BY CJW



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 5.h

Consider New Alcohol Beverage License applications: Zenith Ventures LLC, DBA Vita Bella, 209 E Main Street and Isaac's Antiques, DBA Jangle Natural Living, 132 E Main Street

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. New Alcohol License-Zenith



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
June 4, 2025	

AGENDA ITEM # 5.i

Consider Appointment of Agent applications: Jermaine Butler, Zenith Ventures LLC and Janelle Holmstrom, Isaac's Antiques

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Appointment of Agent- J Butler



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 5.j

Consider Alcohol Beverage License renewal applications: Bistro 101, 101 E Main Street; Kwik Trip 1130, 9255 Ridgeview Road; Kwik Trip 794, 525 Springdale Street; Premier Cooperative, 501 W Main Street; Wiscoboxes.com, 305 E Main Street; Driftless Social, 128 E Main Street; MOHO JO LLC, 100 S 1st Street; Norsk Golf Club, 2755 Golf Bowl Road; Grumpy Troll LLC, 105 S 2nd Street; Dog House Bar & Grill, 117 S 1st Street; Buck & Honey's Restaurants, 108 S 2nd Street; Vita Bella, 209 E Main Street; Aztlan Mexican Grill, 407 W Main Street; The Viking, 120 E Main Street; Marah's Bridal, 101 E Main Street; Walgreens #11648, 1401 Springdale Street; Miller and Sons Inc, 1845 Springdale Street; Trollway Liquor, 504 W Main Street; Sunn Cafe, 201 E Main Street

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Alcohol License Renewals- 2025



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 5.k

Consider Appointment of Agent applications: Mark Valaskey, Bistro 101; Tracy Alvey, Kwik Trip 1130; Daniel Hying, Kwik Trip 794; Joshua Kitelinger, Premier Cooperative; Mills Botham, Wiscoboxes.com; Matthew Schmock, Driftless Social; Tyler Marks, MOHO JO LLC; Michael Woodward, Norsk Golf Club; Robin Pharo, Grumpy Troll LLC; Nathan Faust, Dog House Bar & Grill; Thomas Anderson, Buck & Honey's Restaurants; Jermaine Butler, Vita Bella; Jose Onate, Aztlan Mexican Restaurant; Guy Evans III, The Viking; Marah Odgers, Marah's Bridal; Rebecca Wentworth, Walgreens #11648; William Miller, Miller and Sons Supermarket; Michael Rogers Jr, Trollway Liquor; Cynthia Curtes, Sunn Cafe

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Appointment of Agents-Renewal 2025



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 5.I

Consider Street Use Permit application from Mount Horeb Summer Frolic Committee for Norsk Run, June 14, 2025

BACKGROUND

This is the annual street use permit application from the Summer Frolic Committee for the Norsk Run the weekend of the Frolic. Chief Vierck recommends approval and historically there have not been issues with the event.

RECOMMENDATION

ATTACHMENTS

1. Street Use Permit- Norsk Run 2025

**Village of Mt Horeb
Street Use Permit Application**

\$20.00

Applicant Name: Norsk Run (Mount Horeb Summer Frolic) - Kurt Adler

Address: P.O. Box 252, Mount Horeb Telephone: 608.636.6656

Event Sponsor (if different than above): _____

Address: _____ Telephone: _____

Responsible Person(s) (if different than above): _____

Address: _____ Telephone: _____

Event Information

Start date: 6/14/25 Time: 7:30AM End Date: 6/14/25 Time: 10:00AM

Include set-up and tear-down/clean-up time

Detailed description of street(s) proposed to be used: Norsk Run is proposing to close Parkway Drive, from ~100 feet south of intersection of Carver Drive north to intersection with South Blue Mounds Street - but not including any portion of South Blue Mounds Street.

Estimated number of persons: 200 (Certificate of Insurance may be required)

Use of street (include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and a detailed plan for clean-up after the event): _____

The closure will be for the sole purpose of starting the Norsk Run. Once the race has began only the south/west parking lane of Parkway Drive from South Blue Mounds Street to approximately Henry Street will be occupied.

No food, drinks or storage of materials will occur within the right-of-way. If using recording or sound amplification equipment please describe:

A sound system will be used near intersection of Parkway & Carver for race announcements. Recording equipment will be used at finish line near Parkway and Henry. The camera will be focused on the roadway and not toward houses. Designate any public facilities or equipment to be used (additional costs may be incurred):

The Norsk Run has made arrangements with Jeff Gorman for use of cones and barricades.

I certify that I have read and understand the Village of Mount Horeb Ordinance 2006-17 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.

Kurt Adler

3/23/25

Signature

Date

CHIEF OF POLICE: D ACCEPTED _____ DECLINED _____ VILLAGE ADMINISTRATOR: _____ ACCEPTED _____ DECLINED _____

RECEIPT#: _____ LICENSE# _____



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.m

Consider Street Use Permit Application from Mount Horeb Area Chamber of Commerce for the Art Fair, July 18-20, 2025

BACKGROUND

This is the Chamber's annual street use application for the Art Fair. Similar to the last few years they will be keeping the event on Front Street, 1st and 2nd Street and the Duluth lot, all south of Main Street. The event includes art and craft vendor tents, food vendors and live music. This year they are also requesting open intoxicants, as they have included with the Fall Market event without issue that last few years.

RECOMMENDATION

ATTACHMENTS

1. Street Use Permit-MHACC Art Fair 2025

Village of Mt Horeb
Street Use Permit Application

\$20.00



Applicant Name: Mount Horeb Area Chamber of Commerce

Address: 300 E. Main Street, Mount Horeb, WI 53572 Telephone: (608) 437-5914

Event Sponsor (if different than above): _____

Address: _____ Telephone: _____

Responsible Person(s) (if different than above): Jessie Bedward

Address: 300 E. Main Street, Mount Horeb, WI 53572 Telephone: _____

Art Fair

Event Information

Start date: July 18, 2025 Time: 5pm/7pm End Date: July 20 Time: 6:00pm

Include set-up and tear-down/clean-up time

Detailed description of street(s) proposed to be used: E. Front St. from 2nd to 4th St. Entrance

S. 1st Street: From Front St. to Bike Shelter parking lot (only if needed). S. 2nd Street: From Main St. to Lincoln St./ S. 3rd Street: From Main St. to Front St. (one Lane) Duluth/EC Parking Lot (permission from Duluth/ ELC Church)/ Bike Shelter Parking Lot: From S. 2nd St. to S. 1st St. (DNR Event Permit Required) Parking lot at W. Front St. S. 1st Street to be used for vendors and tenants for over night parking during event and for hanidcap parking during event

Estimated number of persons: 15,000 (Certificate of Insurance may be required)

Use of street (include a detailed description of all activities such as vending, music, selling of food or alcohol beverages, location and use of tents, stages, or other equipment, and a detailed plan for clean-up after the event): _____

Artists & Crafters Booths for selling work, Music Stage(bike shelter facing East on S. 2nd St.), Food Vendors. Open intoxicants (see Liquor Food Print) Clean up: Dumpster,a crew for clean up daily and work with the village public services departiment

If using recording or sound amplification equipment please describe: _____

Entertainment: bring own equipment and sound system.

Designate any public facilities or equipment to be used (additional costs may be incurred): _____

Bike Shelter and Restrooms (S. 2nd. St.), Municipal Building Restrooms

I certify that I have read and understand the Village of Mount Horeb Ordinance 2006-17 An Ordinance To Require Street Use Permits, and agree to adhere to all of the rules and requirements outlined in the Ordinance and that all information provided on this application is true and correct.

Jessie Bedward

04/01/2025

Signature

Date

CHIEF OF POLICE: 5-9-2025 ACCEPTED DECLINED

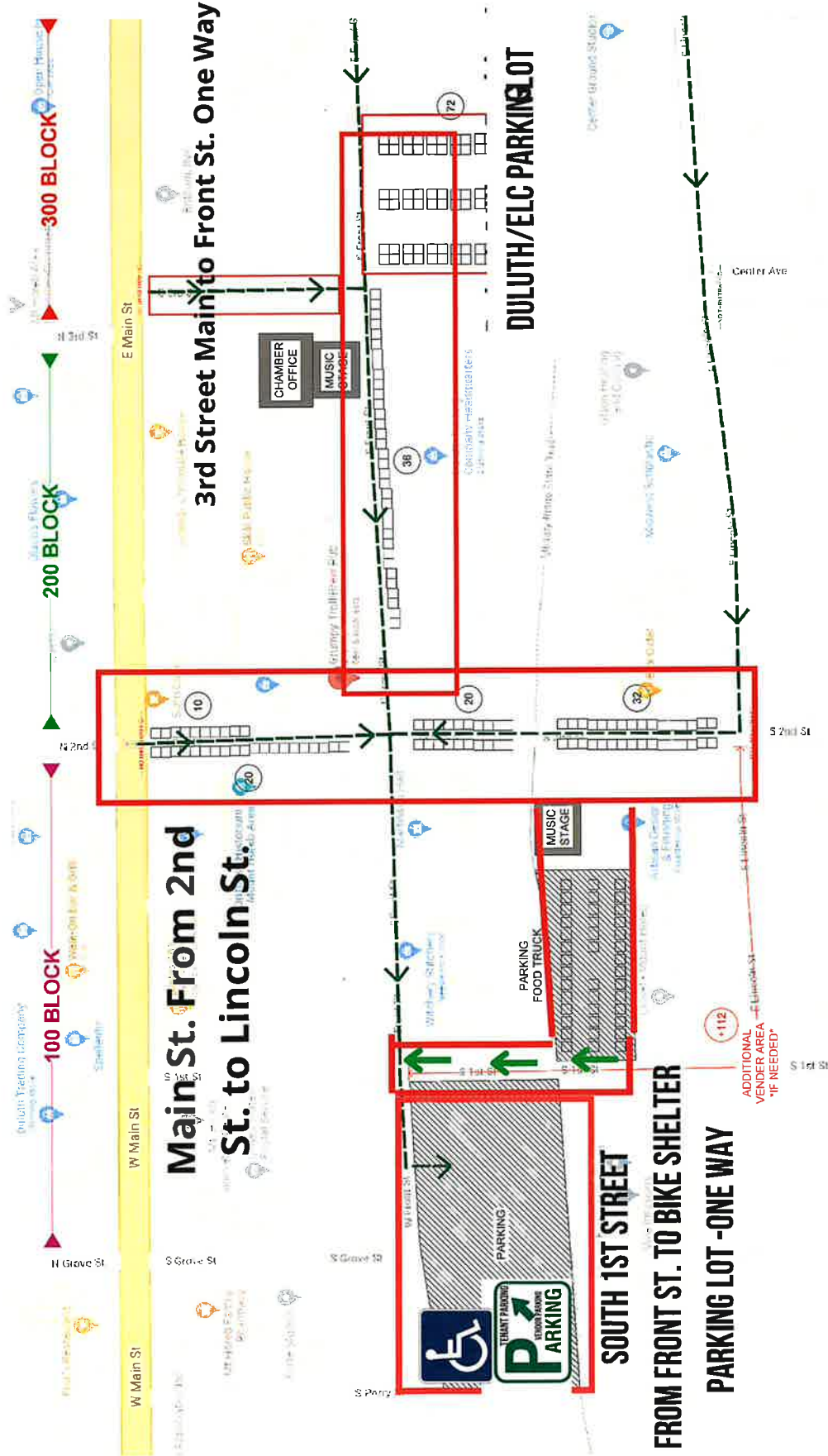
VILLAGE ADMINISTRATOR: ACCEPTED DECLINED

RECEIPT#:

LICENSE#

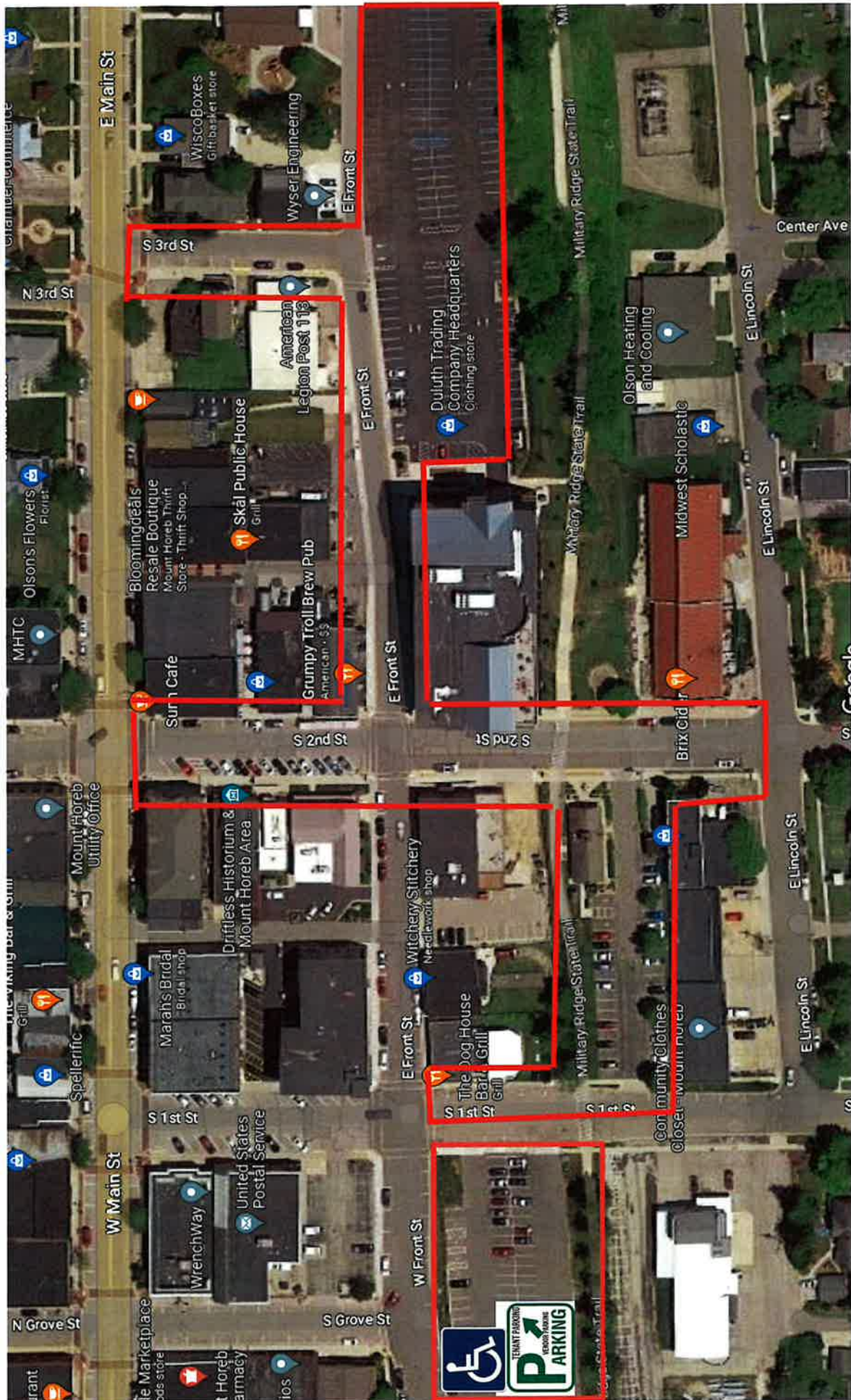
2025 ART FAIR STREET USE PERMIT

MAP VIEW



2025 ART FAIR STREET USE PERMIT

SATELLITE VIEW



Art Fair Street Closure - July 19 - 20 , 2025 (set up only on 7/18/25)

- S.1st Street:

from Front St. to bike shelter parking lot (only if needed)

2nd Street:

Main St. to Lincoln St.

Front Street:

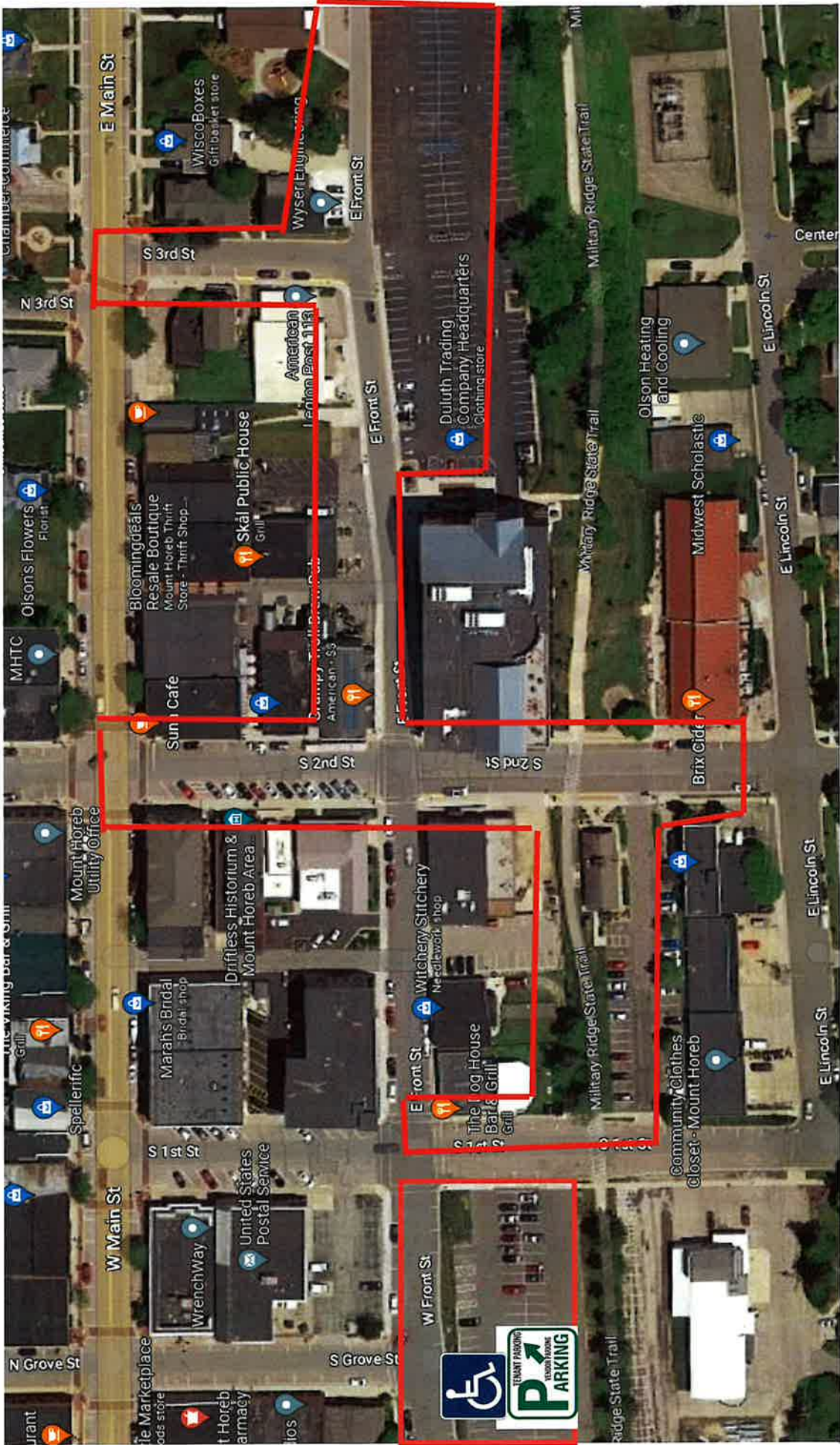
From 2nd St. to 3rd Street.
- Bike Shelter Parking lot:

From 2nd St. to 1st St. Special Event Permit DNR
- 3rd Street:

From Main St. to Frint Street (one lane).
- Duluth/ELC Parking Lot

Duluth/ELC Parking Lot
- Parking Lot at: W. Front St. and S.2nd Street -

Vendor/tenant/handicap parking during event



Art Fair Street Closure - July 18 - 20, 2025 (set up only on 7/18/25)

S.1st Street:

from Front St. to bike shelter
parking lot (only if needed)

Bike Shelter Parking lot:

From 2nd St. to 1st St. Special
Event Permit DNR

2nd Street:

Main St. to Lincoln St.

Duluth Parking Lot:

West Half of parking lot

Permission granted from Duluth/ELC Church

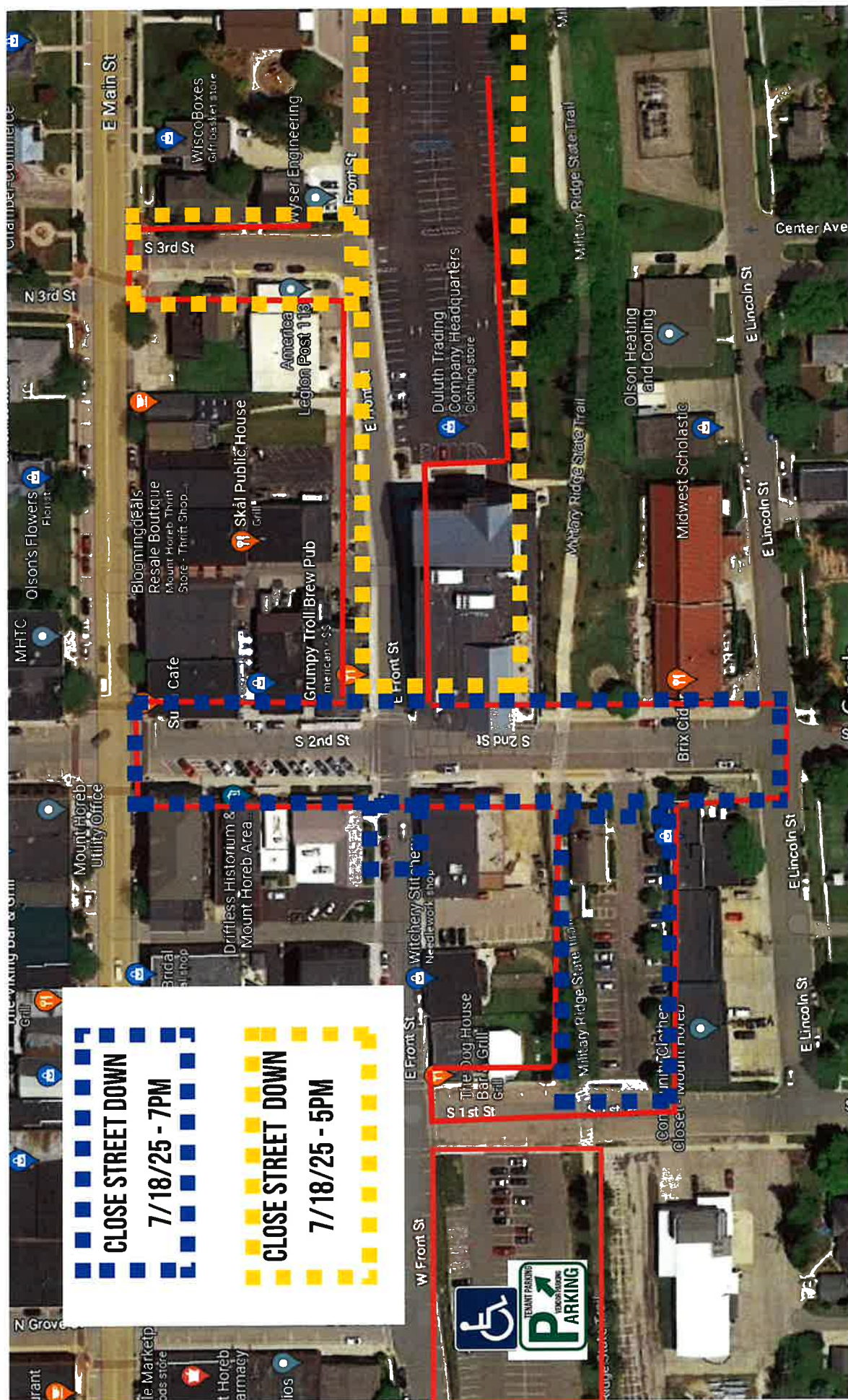
Front Street:

From 2nd St. to 3rd Street.

3rd Street:

From Main St. to Frint Street
(one lane).

Duluth/ELC Parking Lot



Art Fair July 19 & 20, 2025

Liquor Foot Print for open intoxicants

- Main St. - From S & N. Washington St/JG to 400E. Main St.
 - S. 2nd Street - From Main St. to Lincoln St.
- DNR - Bike Shelter and Parking lot - 116 S. 2nd Street
- East Front St. - From S. 1st St. to S. 3rd Street/Duluth/Church (the whole Parking Lot)
- S. 1st Street - From Main St. to Lincoln St.





AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.n

Recommendation of Residential Improvement Grant Applications

BACKGROUND

We received 3 applications for the Residential Improvement program funded through TID 5. If all grants are fully awarded, it would put the program \$1,907 over budget. Staff is recommending full award of all 3 and approving exceeding the budget.

RECOMMENDATION

ATTACHMENTS

1. Application Summary Sheet 2025.2

Mount Horeb Residential Exterior Improvement Program

Date Submitted	Applicant	Address	In Program Zone	Value	Percentage of Average	Improvement Percentage of Value	Age of Home	Date Acquired	Description of Project	Project Cost (low bid)	Approved Grant Amount	Project Score	Comments
12/5/2024	Judy and Jim Vanden Broek	210 N 2nd Street	Yes	\$ 328,300	94%	4.28%	122	1988	Replace Asphalt Driveway with Concrete	\$ 14,050	\$ 5,000	52	Completed and funded
3/19/2025	Steve and Davina Penne	210 S 1st Street	Yes	\$ 354,000	101%	2.94%	86	2002	Replace Asphalt Driveway with Concrete, replace stoop and steps and replace front walkway	\$ 10,400	\$ 5,000	49	
3/31/2025	Catitlyn Nemec and Matt Dolfen	810 E Main Street	Yes	\$ 232,100	66%	4.63%	121	2012	Prep, scrape, wash and re-paint house.	\$ 10,755	\$ 5,000	55	
4/4/2025	John and Amy Lee	308 Forest Street	Yes	\$ 318,900	91%	6.36%	125	2004	Replacement of roof, soffits and fascia	\$ 20,291		55	Eligible for full \$5,000
4/7/2025	Heidi Clayton	202 N 4th Street	Yes	\$ 322,800	92%	2.17%	115	2020	Adding retaining wall and walkway to replace wooden boardwalk and adding landscpaing	\$ 6,016		53	Eligible for \$3 ,007
4/7/2025	Jacqueline Sale	411 N 4th Street	Yes	\$ 354,200	101%	2.20%	61	1992	Paint exterior of home and shed, paint is peeling and faded	\$ 7,800		48	Eligible for \$3,900
										\$ 69,312	\$ 15,000		



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.n.1

John and Amy Lee, 308 Forest Street

BACKGROUND

The Lee's are applying for the re-roofing and replacement of soffit and fascia on their home. The application was complete, and the proposed projects are eligible for reimbursement under the grant program. The CDA recommends approval for the full \$5,000.

RECOMMENDATION

ATTACHMENTS

1. Lee Improvement Grant App
2. Lee Scoring Rubric



VILLAGE OF MOUNT HOREB
E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-8884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

(Please complete and submit one application for the complete project)

APPLICANT INFORMATION

Applicant Name John and Amy Lee
Property Address 308 Forest Street, Mount Horeb, WI 53572
Phone (J) 608-438-3743 Email lingo001@gmail.com

PROPERTY INFORMATION

Year Home Built 1900 Purchase Year of Home 2004
Assessed Value of Home \$ 313,900

PROJECT INFORMATION

Proposed Start Date 04/07/2025 Proposed Completion Date 04/30/2025
Contractor Name LaDow Construction LLC Contractor License # _____
Contractor Address 4036 Twin Ct. _____
Ridgeway, WI. 53582 _____ City _____ State _____ Zip _____
Contractor Phone (608)924-1869 Contractor Email bladow93@gmail.com
Total Project Estimate \$ \$20,290.90 Grant Request \$ \$5,000.00

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

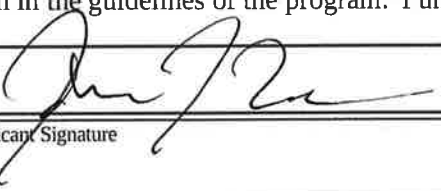
Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

This project will encompass the replacement of an entire roof as well as soffits and fascia. The roof will be replaced with 35 year shingles to ensure a long life span.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Mount Horeb Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Village Board has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.


Applicant Signature

03/31/2025

Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____	
☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): _____ _____ _____	
Common Council Review Date: _____	
☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): _____ _____ _____	
Authorized Grant Amount: _____	
Date Check Issued: _____	

"Fully Insured"

"Over 35 Years' Experience"

Brian
LaDow Construction Co. LLC

4036 Twin Ct.
Ridgeway, WI. (608)924-1869
53582

Prepared For: **John and Amy Lee**

3/24/25

Job Description: **Tear off existing shingles and install new architectural shingle on house roof.**

- Install temporary tarp on side of house and layout plywood on ground.
- Tear off all existing asphalt shingles and underlayment on house and place in waste container.
- Prep roofing surface.
 - Nail down any loose sheathing.
 - Install new aluminum style "D" roof edge.
 - Install Ice & Water guard along all eve edges, along dormer, and in valleys
 - Install synthetic roof underlayment with 1" cap nails.
 - Cut groove in chimney for new flashing.
- Shingle entire roof with selected 35 year architectural shingles.
 - New step flashing will be installed where needed.
- Install boot flashing for vent pipe, ridge cap on main house and a ridge vents with ridge cap on the two dormers
- Pile any debris in dumpster when completed.
- Any significant yard damage will be filled with black dirt and reseeded.

Material & Labor: \$10,395.60

Additional Notes:

- This price is for tearing off one layer of shingles only. Any additional layers needed to be removed, will be at the hourly rate.
- This price does not cover any damaged or needed sheathing.
- Anything additional will be at an extra charge of \$75 per hour/ per worker, plus materials
- All work is covered by a 1-year craftsmanship warranty.
- Written / Signed change orders only.
- Lien waivers to be provided upon receipt of final payment if needed.
- Client is liable for any and all permits need for project to begin.
- All projects will be PAID IN FULL when completed before the next project is started.

A down payment of **\$5,395.60** will need to be collected upon signing of contract.
Final payment of **\$5,000.00** will be collected at completion of project.

Additional Notes:

- **This bid is for all work described above**
- **Any additional coats will be at a charge of \$75 per hour/ per worker plus materials needed.**
- **All work is covered by a 1-year craftsmanship warranty**
- **Contract can only be modified with written and signed "Change Work Orders".**
- **Lien wavers to be provided upon receipt of final payment.**
- **Client is liable for any and all permits need for project to begin.**

Remaining balance to be paid in full upon completion of project.

If you agree to this bid, please sign below.

By signing this document the client understands that they are entering a legal contract and agreeing with full understanding all of the terms and conditions used in this bid. If any changes are made to this bid, a separate "Change Work Order" must be completed and signed before work can continue. If there are any terms or conditions, that the client is not familiar or compliant with, please contact LaDow Construction before signing.

Brian LaDow Construction is not acting as or in place of a structural engineer. If a structural needs to be consulted for this project, it will be at "Clients" cost and must be done before the project begins.

The General Contractor assumes all legal and financial responsibly by signing this contract. The General Contractor must provide the property owner with a copy of this contract and Lien Law upon signing contract (if requested) ; or a separate contract must be signed with Brian LaDow Construction and the property owner directly.

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTILED TO LIEN RIGHTS, IN ADDITION TO THE UNDESIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNERS'S LENDER, IF ANY, TO SEE THAT POTENTIAL LIEN COMPLAINTS ARE DULY PAID.

Return one copy with down payment to LaDow Construction at above address.

Prices are subject to change after 30 days.

John and Amy
Lee _____

Brian LaDow _____



3/24/25

Thank You!

"Fully Insured"

"Over 35 Years' Experience"

*Brian
LaDow Construction Co. LLC*

*4036 Twin Ct.
Ridgeway, WI. (608)924-1869
53582*

Prepared For: John and Amy Lee

3/24/25

Job Description: Install new white aluminum vented soffit and wood grain fascia on house.

- Rip down existing wide fascia boards on main rood to 8"
- Rip down existing fascia boards on two dormers to 6".
- Install white aluminum J trim along the eave and gable ends of the roof and dormers.
- Install 42" white aluminum vented soffit on eave ends of house and 36" soffit on gable ends.
 - Since soffit is so wide, an additional nail will be place in the center of each panel.
- .Install 27" soffit panels on both dormers and finish with 6" white aluminum woodgrain fascia.
 - Since soffit is so wide, an additional nail will be place in the center of each panel.
 - All soffit panels will meet at the corners of the roof with a double J trim.
- Clean up all debris and remove from site when completed.

Material & Labor: \$9,895.30

Additional Notes:

- This price is for tearing off one layer of shingles only. Any additional layers needed to be removed, will be at the hourly rate.
- This price does not cover any damaged or needed sheathing.
- Anything additional will be at an extra charge of \$75 per hour/ per worker, plus materials
- All work is covered by a 1-year craftsmanship warranty.
- Written / Signed change orders only.
- Lien wavers to be provided upon receipt of final payment if needed.
- Client is liable for any and all permits need for project to begin.
- All projects will be PAID IN FULL when completed before the next project is started.

A down payment of **\$5,895.30** will need to be collected upon signing of contract.
Final payment of **\$5,000.00** will be collected at completion of project.

Additional Notes:

- This bid is for all work described above
- Any additional coats will be at a charge of \$75 per hour/ per worker plus materials needed.
- All work is covered by a 1-year craftsmanship warranty
- Contract can only be modified with written and signed "Change Work Orders".
- Lien waivers to be provided upon receipt of final payment.
- Client is liable for any and all permits need for project to begin.

Remaining balance to be paid in full upon completion of project.

If you agree to this bid, please sign below.

By signing this document the client understands that they are entering a legal contract and agreeing with full understanding all of the terms and conditions used in this bid. If any changes are made to this bid, a separate "Change Work Order" must be completed and signed before work can continue. If there are any terms or conditions, that the client is not familiar or compliant with, please contact LaDow Construction before signing.

Brian LaDow Construction is not acting as or in place of a structural engineer. If a structural needs to be consulted for this project, it will be at "Clients" cost and must be done before the project begins.

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Return one copy with down payment to LaDow Construction at above address.
Prices are subject to change after 30 days.

John and Amy
Lee _____

Brian LaDow _____



3/24/25

Thank You!



**GUARDIAN
HOME IMPROVEMENT**

92 HWY-59 SUITE# G
EDGERTON, WI 53534
608-561-6303

PROPERTY ADDRESS:

308 Forest St.
Madison Horsh, WI

ESTIMATE

HOMEOWNER: Ashley Malinowski	DATE: 3-20-2025
MAILING ADDRESS:	JOB#
PHONE#	
EMAIL: amalinowski@retainhomes.com	FIELD REP: Eric Harmon

608-201-1968

\$ 12,000.00	Remove and Replace Asphalt roofing on Dwelling only. ↳ Replace with GAF Timberline HDZ - Lifetime Shingle.
\$	

\$ 2,950.00	Add new aluminum fascia wrap: Dwelling
-------------	--

\$ 8,000.00	Add new aluminum soffit: Dwelling
-------------	-----------------------------------

\$	
\$	

\$	
----	--

- Tear-off additional layers if incurred \$40/50
- Replace rotten or broken wood: \$95/EA
- With roof replacement: New Ice + water shield, pipe Flashings edge metals, vents.
- All Disposal included with installations
- Approximately start date: 2 weeks after receiving down Payment + colors.

WE PROPOSE TO FURNISH LABOR AND MATERIALS COMPLETELY IN ACCORDANCE WITH THE ABOVE SPECIFICATIONS AND FOR THE SUMS.

ACCEPTANCE OF ESTIMATE: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENTS WILL BE MADE AS OUTLINED BELOW.

HOMEOWNER ACCEPTANCE: _____ DATE: _____

ESTIMATE TOTAL:

\$ 22,950.00

CONTRACTOR ACCEPTANCE:  DATE: _____

PAYMENTS TO BE MADE AS FOLLOWS: HALF OF ESTIMATE COST UP FRONT AND THE REST UPON COMPLETION.





Residential Improvement Program Scoring - Lee			
Level of Performance	Strong	Fair	Weak/Poor
Score	10-7 Points	6-4 Points	3 Point or Below
Property Condition		5	
Age of home	10		
Percentage of Average Assessed Value	8		
Percentage of Improvements of Assessed Value		5	
Repair of historical elements		4	
Quality of materials		6	
Thoroughness of application	7		
Sustainability, energy efficiency		5	
Financial Hardship		5	
Application Score			
Score			55
Total Overall Points for Grant Application: 100 Points			



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.n.2

Heidi Clayton, 202 N 4th Street

BACKGROUND

RECOMMENDATION

Clayton is applying for reimbursement of costs associated with putting in a retaining wall and installing a sidewalk to replace a wooden boardwalk and will install additional shrubs and flowers to increase the curb appeal with their own funds. The costs applied for are eligible under the grant and the committee recommends approval of the request for \$3,007.

ATTACHMENTS

1. Clayton App
2. Clayton Scoring Rubric



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

(Please complete and submit one application for the complete project)

APPLICANT INFORMATION

Applicant Name Heidi Clayton
Property Address 202 W. 4th Street Mount Horeb, WI
Phone (608) 513-1897 Email hac731@gmail

PROPERTY INFORMATION

Year Home Built 1910 Purchase Year of Home 2020
Assessed Value of Home \$ 332,800

PROJECT INFORMATION

Proposed Start Date 8/1/25 Proposed Completion Date 8/10/2025
Contractor Name Maple Leaf Landscaping Contractor License # 588380
Contractor Address 2416 Spring Rose Road Verona WI 53593
Contractor Phone (608) 848-2250 Contractor Email JGrant@mapleleaflandscape.com
Total Project Estimate \$ 7000 (6015.70 contractor portion) Grant Request \$ 3007.85
Other funding sources that will be used: Personal Funds

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

We will be putting in a retaining wall and walkway in to replace a wooden boardwalk. When redoing our porch the concrete was removed and needs to be replaced along with steps to the driveway. →

We will be landscaping with bushes and flowers to improve curb appeal. This will also aid in erosion and water control. The landscapers will also regrade & replant the area in front of our new walkway to help with water control!

✕ Please note there are 2 estimates

- 1) Maple Leaf
- 2) FINKS + KITTLESON.

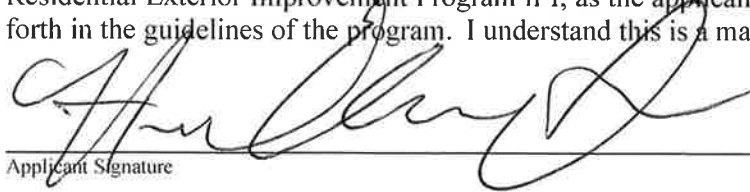
It was stated to me that no contractor licenses were held as they are Landscapers.

please reach out if you need anything else.

DOCUMENTS TO INCLUDE

- ☒ Two contractor proposals
- ☒ Site plan
- ☒ Copy of Contractor License
- ☒ Proof of Insurance
- ☒ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Mount Horeb Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Village Board has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.


Applicant Signature

4/3/25
Date

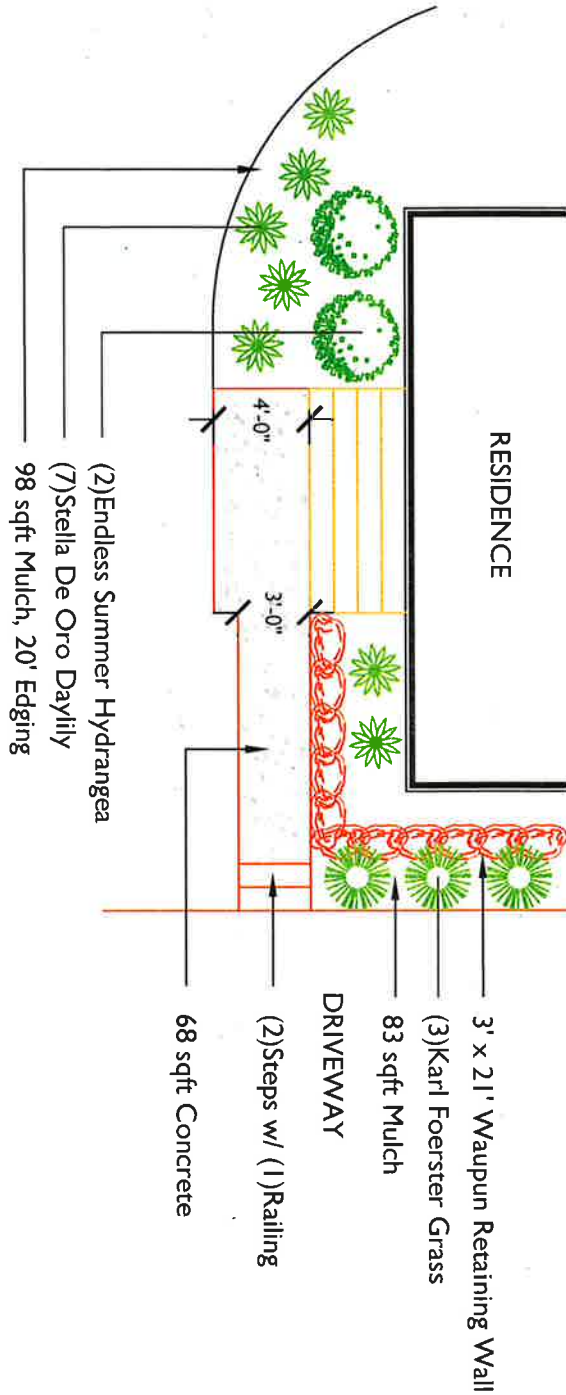
Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	



edging
and plans

1/2 graded
for water

new
retaining
wall
concrete
walkway



0 8 16 24
SCALE: 1/8"=1'-0"

The CLAYTON Residence

202 NORTH FOURTH STREET
MOUNT HOREB, WISCONSIN

MAPLE LEAF

LAWN CARE MAINTENANCE
LANDSCAPING & SNOW REMOVAL

P.O. BOX 45417 - MADISON, WISCONSIN 53744-5417
2416 SPRING ROSE ROAD - VERONA, WISCONSIN 53593
PHONE: 608-843-2203 - FAX 608-848-2205

www.mapleleaflandscape.com

REVISION DATE:

08/20/24
04/20/25
01/20/26
01/20/26

This plan was made exclusively for the party named above. It is the property of Maple Leaf Landscape, Inc. It may not be reproduced or implemented without prior written consent.

JOB NO. 1

SHEET

DATE PRINTED
01/20/26

1-1

Contract of Agreement/Proposal – 2024

4/3/2025



Dependable, Professional, Expert Service

2416 Spring Rose Road • Verona, WI 53593

P.O. Box 930095 • Verona, WI 53593-0095

(608)845-2203 • Fax (608)848-2250

www.mapleleaflandscape.com

Heidi Clayton

202 N Fourth Street

Mt Horeb, WI 53572

P: (608) 513-1897

E: hac731@gmail.com

We hereby submit specifications and estimates for:

Front Concrete Walkway Wall Bed

- Travel, set up, deliveries, clean up, and removals **\$500.00 + tax**
- Furnish and install 43 face feet of Waupun stone retaining wall. Furnish and install 140N wall fabric to control erosion. **\$1,849.00 Non-taxable**
- Furnish and install 65 sq. feet of gray broomed concrete walkway with (2) steps. Furnish and install all necessary base gravel and compact. Concrete to be poured to 4" in thickness with fiber mesh and rebar. All joints to be hand-tooled. Furnish and install semi-gloss concrete sealer. **\$2,120.00 Non-taxable**
- Furnish and install 15 cubic yards of soil under front porch and behind retaining wall to raise grade and create proper drainage away from foundation **\$1,270.00 + tax**
- Furnish and install 20 linear feet of commercial grade vinyl edging **\$170.00 + tax**

Customer to procure and install all plants and mulch

Taxable: \$1,940.00 Tax: \$106.70 Non-taxable: \$3,969.00 Total: \$6,015.70

Permits:

- There are no building or construction permits necessary for Maple Leaf's work.

Timeline

Maple Leaf's work will be scheduled upon receipt of a signed contract. Maple Leaf will inform you of any changes in scheduling. If Maple Leaf anticipates any delays, it will notify you. Please note that the weather may significantly impact Maple Leaf's timeline estimate.

SEE BACK/ATTACHED SHEET FOR ADDITIONAL TERMS & CONDITIONS

Note: This proposal may be withdrawn by us if not accepted within 30 days.

To accept this contract, please sign/date below and return one of the copies. By signing below, you are agreeing to the above proposal in addition to the terms and conditions.

X

Customer Signature

Date

X

Joel Grant, Maple Leaf Inc.

Date

FINK'S

Estimate/Proposal

PAVING, EXCAVATING & CONCRETE

2732 State Hwy 78 - Mount Horeb, WI 53572

O- 608.437.5779 www.finkspaving.com

Date: March 24, 2025

SUBMITTED TO:

Heidi Clayton

202 N 4th St

Mt Horeb, WI 53572

Phone: (608) 513-1897

Email: hac731@gmail.com

Job Name: Clayton Concrete

Job Location: Same

For furnishing the necessary labor, material, and equipment to complete the following:

New Concrete Options

- Excavate existing materials, haul off site.
- Install crushed limestone base as needed, grade and compact.
- Pour 4" thick concrete with fiber mesh, joints, and sealer.

Location	Area (Square Feet)	Cost	Initials
Walkway w/ Steps	96 SF	\$2,300.00	
Driveway	1679 SF	\$13,600.00	

Submitted by Fink's Paving, Concrete & Excavating, Inc. Derek Dahlk

IF THIS PROPOSAL IS **NOT SIGNED** OR ACCEPTED AND RETURNED WITH **15 DAYS** FROM THE DATE OF THIS PROPOSAL FINK'S PAVING & EXCAVATING INC. RESERVES THE RIGHT TO WITHDRAW THE PROPOSAL OR MODIFY THE TERMS OF THE PROPOSAL/CONTRACT. FINKS RESERVES THE RIGHT TO ADJUST PRICING OF THE PROPOSAL TO BE CONGRUENT WITH THE COST OF CURRENT MATERIAL & LABOR PRICES.

GENERAL NOTES:

- Unless otherwise indicated, the following are NOT included in this proposal; Signage, bond fees, tree trimming, rock excavation, relocating utilities or other unknown subsurface facilities or structures, surveying and construction staking, permits, backfilling, restoration of lawn or other landscaping areas.
- **Landscaping, shouldering and backfilling are NOT included and are solely the owner/contractor's responsibility.**
- Undercut of unstable or 'soft' areas will be done on a time and material basis only and will need owner approval prior to excavation. If directed to proceed without remedy, the warranty will be void.
- Location of private lines (lighting, remote systems, gate sensors, sprinklers, etc.) provided by owner.

Acceptance of Proposal: The above prices, specifications and conditions of sale are satisfactory and are hereby accepted. You are authorized to complete the work as specified. It is understood that any alterations or deviations from the above specifications will be executed only upon a written change order and will become an extra charge over and above the estimate unless so stated on the change order.

Date of Acceptance: _____

Owner/Contractor/Agent: (Printed) _____

Signature: _____

Owner/Contractor/Agent has read, understood, and has agreed to the Proposal Terms and Conditions, including the warranty listed on page two and three of this proposal. Initials: _____

Please save a copy of this proposal for your own records.



10486 CTH ID
Blue Mounds, Wisconsin 53517
Telephone (608) 437-8845
Fax (608) 437-4422
www.kittlesonlandscape.com

7 April 2025

Heidi Clayton
202 N 4th St
Mount Horeb, WI 53572

We are pleased to propose the following work as described below:

I have the following figured in the price. We will still have to figure some things out depending on how Finks do their concrete work. I.e: Steps etc.

- Install Waupon boulder retaining wall the height of the pillars.
- Back fill the wall under the porch with apx 15 yards top soil.
- Install 20 LF Commercial grade Vinyl edging.

\$6,500.00 No Tax

Lawn repairs budget. \$750.00 + Tax

Should you have any questions, please feel free to call me.

Sincerely,
Kirk Zimpel
Kittleson Landscape Inc.

ROUGH GRADE AND OR BLACK DIRT IF NEEDED WILL BE ADDITIONAL.

I have read and agreed to contract terms as stated below.

Customer Signature _____
Date _____

30% deposit sent \$ _____ .00

Residential Improvement Program Scoring - Clayton			
Level of Performance	Strong	Fair	Weak/Poor
Score	10-7 Points	6-4 Points	3 Point or Below
Property Condition		6	
Age of home	9		
Percentage of Average Assessed Value	8		
Percentage of Improvements of Assessed Value			3
Repair of historical elements			3
Quality of materials	7		
Thoroughness of application	7		
Sustainability, energy efficiency		5	
Financial Hardship		5	
Application Score			
Score			53
Total Overall Points for Grant Application: 100 Points			



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.n.3

Jacqueline Sale, 411 N 4th Street

BACKGROUND

Sale is applying for the repainting of her home and accessory structure. Painting is an eligible cost under the program and the CDA recommends award of the reimbursement of \$3,900 as requested.

RECOMMENDATION

ATTACHMENTS

1. Sale Grant App
2. Sale Scoring Rubric



VILLAGE OF MOUNT HOREB

E. Main Street
Mount Horeb, WI 53572
Phone: (608) 437-6884 Fax: (608) 437-3190
Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

(Please complete and submit one application for the complete project)

APPLICANT INFORMATION

Applicant Name Jacqueline Sale
Property Address 411 N 4th Street, Mount Horeb
Phone 608-576-5837 Email jackie@mwt.net

PROPERTY INFORMATION

Year Home Built 1961 Purchase Year of Home 1992
Assessed Value of Home \$ 354,200

PROJECT INFORMATION

Proposed Start Date June 9 Proposed Completion Date June 23
Contractor Name Pickett Painting Contractor License # _____
Contractor Address 106 Jenna Drive, Verona, WI 53593
Street City State Zip
Contractor Phone 608-443-9121 Contractor Email thomas@pickettpaintingllc.com
Total Project Estimate \$ 7800 Grant Request \$ 3900
Other funding sources that will be used: personal SAVINGS

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

Project is to paint The exterior of my home at 411 N 4th + also paint The shed. The last time it was painted was about 13 years ago + some paint is peeling and all is faded. Attached is color + product.

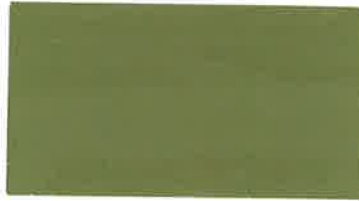
Thomas Pickett

thomas@pickettpaintingllc.com
www.pickettpaintingllc.com

106 Jenna Drive
Verona, WI 53593
608.443.9121



Commercial & Residential 1-800-PAINTING



House Stain
with White Trim

Sherwin Williams
Woodscapes Solid Stain
Orchard SW 3036 Color

DOCUMENTS TO INCLUDE

- ☒ Two contractor proposals
- ☒ Site plan
- ☒ Copy of Contractor License - *Painters do not require license*
- ☒ Proof of Insurance - *will provide when application is accepted.*
- ☒ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Mount Horeb Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Village Board has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

John E. Sale
Applicant Signature

4-11-2025
Date

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial	
Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below)	
Conditions or reason for denial (if applicable): 	
Authorized Grant Amount: _____	
Date Check Issued: _____	

Pickett Painting LLC

106 Jenna Dr.

Verona, WI 53593

+16089576093

tjpickett34@gmail.com

www.pickettpaintingllcveroawi.co

m

Estimate 2995**ADDRESS**

Jackie Sale

Jackie Sale

411 N Forth St

Mt Horeb, WI 53572

United States

DATE
04/01/2025**TOTAL**
\$7,800.00**ACTIVITY****ACTIVITY****AMOUNT****Services**

Pressure wash house and shed, Then prep siding, windows for stain, apply 2 coats of solid body flat stain.

7,800.00

This includes all Labor and stain.

Any carpentry work will be at time and material.

A deposit of \$4000 to start and balance upon completion.

1 color for siding and soffit and 1 for windows. are allowed.

Per PCA Industry standards. pca.org

TOTAL**\$7,800.00**

THANK YOU.

Accepted By

Accepted Date

Pickett Painting, L.L.C.

★★★★★ 5.0 (5)

Interior Painting, Exterior Painting, Drywall



Pickett Painting LLC

 [View phone number](#)

About

Photos

Reviews

More

About us

Keeping Your Home or Office Looking Brand New! With more than 30 years of combined experience, we have developed a strong reputation as a family-owned-and-operated business that puts your needs first. We pay extremely close attention to detail and always maintain a clean, safe, and friendly work environment. Pickett Painting, L.L.C., in Verona, WI, is the area's leading painting company serving Columbia, Dane, Green, Jefferson, Iowa, Rock and Sauk counties since 2011. We specialize in interior and exterior painting, drywall repair and deck staining. For all your painting and drywall needs, contact Pickett Painting, L.L.C. in Verona.

[Read less](#)

Business highlights

 14 years of trusted experience

 Family Owned & Operated

 Eco Friendly



The Painter Lady, LLC
4320 River Lane Road
Potosi, WI 53820
(608) 732-0145

contact@thepainterlady.com

April 1, 2025

**We Cover
It All,
Not Just
The Wall!**

To: Jackie Sale
411 N. 4th Street
Mount Horeb, WI 53572
Phone: (608) 576-5837
Email: jackie@mwt.net

FREE ESTIMATE:

- Requires updates after 90 days.
- **Sherwin Williams** professional primers and paints are utilized.
- Includes all primers, paints, miscellaneous products, equipment, travel, and services described below.
- An upgrade to **EMERALD** series Sherwin Williams paint is available for interior jobs upon request.
- An ESTIMATE is a fair and reasonable calculation for tasks listed. An ESTIMATE is **not a bid** and may be subject to change. It *does not include* updated verbal orders, written change orders, or unforeseen complications with the properties of the environment or materials (which is brought to the client's attention upon discovery).
- No additional service or supply is utilized without expressed consent of the client; either verbal or in the form of a written work order. (Time and materials are charged at \$55 per hour.)
- We may take BEFORE/AFTER pictures. *If you prefer we do not post them on social media, please let us know.* Posted pictures do not contain identifying information (names or addresses).
- PLEASE REVIEW all **Customer Notes** following the figures provided.



Exterior Paint and Stain

Prep all surfaces to be painted/stained:

- Power wash
- Scraping
- Sanding
- Apply two coats of paint/stain to the following:
 - Siding (yellow color)
 - Trim (green color)
 - Doors

House	\$ 5,440.00
Four house doors	\$ 940.00
Barn	\$ 3,710.00
One barn door	\$ 235.00

TOTAL COST FOR ALL ABOVE:	\$ 10,325.00
----------------------------------	---------------------



Customer Notes:

1. **30% Down Payment** (approx.) required for projects over \$500.00. Down Payments are considered a work order, or permission to proceed.
2. **Pets should be placed in secured areas** away from the work zones and doors which may be opened. We want to keep the furry family members safe and not have them running away, or suffering undue stress.
3. **We reserve the right** to bill jobs exceeding \$5,000 into installments. However, this is NOT a payment plan.
4. **Payments may be made via:** *Check, Cash, Credit Card (with 3.5% courtesy fee), VENMO, CashApp, and Zelle.*
5. **Ceilings ONLY** services will be assessed a 25% upcharge fee to install plastic aprons over the walls, and for the compensation for back-edging of wall colors as needed.
6. **ACCENT color walls** in any one room will include a \$100.00 fee in addition to the base cost to paint a room.
7. **Wallpaper and wallcovering stripping** assumes ONE LAYER unless otherwise noted. Extra costs may be incurred if there are multiple layers discovered during the removal process.
8. **Wallpaper disclaimers:** We cannot be responsible for the performance of the wallcovering product selected. For example: occasionally shrinkage during the curing process results in seams opening despite proper placement.
9. **If any specific Sherwin Williams product** is requested and is not included in the professional product line typically used in ESTIMATES given by THE PAINTER LADY, additional charges would be disclosed to the client before the requested product is used.
10. **Full Payment** is due upon receipt of the FINAL BILLING statement. If full payment is not received within 30 days a 1.5% late fee will be added.
11. **Change Order:** Major color changes (new paint required), additional new work of any kind will be accompanied with a \$95.00 fee *per change* in addition to time-and-materials cost to perform the task.
12. **A service call charge** of \$100.00-\$200.00 will be charged on any job that will be billed at less than \$1,000.00.
13. **Modifications:** Customer specified modifications to this ESTIMATE may be subject to re-estimation.
14. **Wall registers, outlet covers, and miscellaneous hardware** that is painted or wallpapered may be an additional charge to above figures. *(\$7.00 to \$25.00 each depending upon size).*
15. **Color Consultations**, as a *stand-alone service*, not accompanied with painting work, are \$60.00/hr. Consultations are COMPLEMENTARY when we provide painting services.
16. **Final disposal of waste** is the responsibility of the client.
17. **We are fully insured**, and have references available.
18. **We cannot be held responsible for the performance of any products provided by the client.**
19. **We will rehang pictures in original spots**, but any additional picture hanging or hanging in a new place, will be charged at a \$50.00 per hour rate.
20. **We will reposition furniture in original spots**, but any additional rearranging will be charged at a \$50.00 per hour rate.
21. **Before and after pictures may be taken of your project.** If you would prefer not to have pictures of your project shared on our social media and website pages, please let us



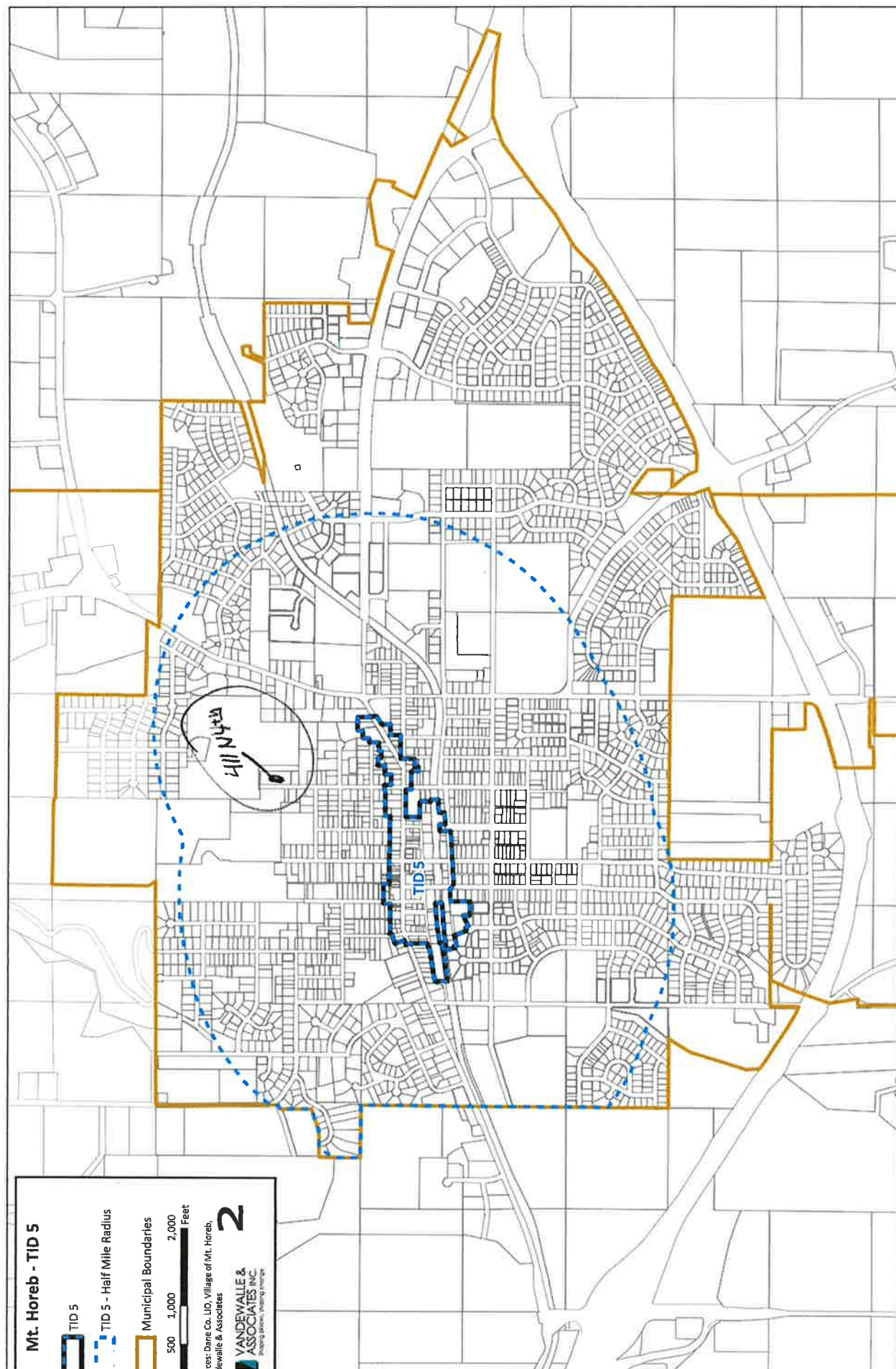
- know before your job begins.
22. **Decks, porches, and exterior surfaces** that are more than two years old, may be difficult, or impossible, to restore to a consistent and even finish. Transparent and semi-transparent stains cannot be utilized to ensure an even finished appearance.
 23. **Occasionally, a third coat of paint** is needed to cover pre-existing deep to midtone colors. Although we attempt to identify these areas in initial estimates, it is sometimes necessary to add a third coat at 35% cost of the two coat figure.
 24. **Prefinished floors:** We will make every effort to use easy release tape on prefinished floors. However, we cannot completely guarantee that the tape will not induce a disruption to the finishes, especially if the floor is older and there is no warranty in place for its integrity.
 25. **Lighting and other electrical fixtures:** We will trim around pre existing fixtures and will not remove or replace any wiring connections. You may want to consult an electrician before the beginning of your project.











Mt. Horeb - TID 5

TID 5

TID 5 - Half Mile Radius

Municipal Boundaries

500 1,000 2,000 Feet

Notes: Dane Co. LIU, Village of Mt. Horeb, Jewelle & Associates

VANDEWALLE & ASSOCIATES INC.
PLANNING DESIGN BUILDING ENERGY

2

Residential Improvement Program Scoring - Sale			
Level of Performance	Strong	Fair	Weak/Poor
Score	10-7 Points	6-4 Points	3 Point or Below
Property Condition		6	
Age of home		5	
Percentage of Average Assessed Value		6	
Percentage of Improvements of Assessed Value			3
Repair of historical elements		5	
Quality of materials	7		
Thoroughness of application	8		
Sustainability, energy efficiency			3
Financial Hardship		5	
Application Score			
Score			48
Total Overall Points for Grant Application: 100 Points			



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 5.o

Recommendation: Facade Improvement Grant Application Tyler Marks, 100 S 1st Street

BACKGROUND

Marks is applying for funding of exterior improvements to his building at 100 S 1st Street. Improvements include painting, new awnings and signage. All improvements, except the awnings, have received Plan Commission approval. The CDA recommends awarding the grant to Marks for \$10,000.

RECOMMENDATION

ATTACHMENTS

1. MTH Facade Grant 043025

VILLAGE OF
MOUNT HOREB

Village of Mount Horeb

Façade/Building Improvement Grant and Loan Application

Date: _____

Program (circle all that apply): Façade Grant Bldg. Rehab Grant Bldg. Rehab Loan

Project Name: 100 S 1st Street - Makers Market SqApplicant Name: Tyler MarksProject Address: 100 S 1st StreetApplicant Phone Number: 608-512-8906 Email: bakken8563@gmail.com

Property Owner (if other than applicant): _____

Lease Term (if applicable): _____

General Project Description: Improvements to the Exterior and
upgrades to old Bank Design, New Windows, Paint,
Facade Colors, Signs, Lighting.Estimated Start Date: June 15-2025 Estimated Completion Date: July 1 2025Total Project Cost (hard and soft costs): 80,595⁵⁰Total Grant Requested (\$): 10,000 Total Loan Requested (\$): _____

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
BLADE SIGN				
Wall Letters - Aluminum				
Canopies - SIGN ART PROPS	46,297.50			
WINDOWS	29,524 ⁰⁰			
Exterior Paint	4,774 ⁰⁰			
TOTALS	80,595 ⁵⁰	10,000 ⁰⁰		

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

Village of Mount Horeb Façade/Building Improvement Program

General Contractor: SIGN ART

Contractor Contact Name: Luke Severson Phone Number: 608-513-9090

Selected Bank (for Building Rehab Loan): _____

Bank Contact Name: _____ Phone Number: _____

Applicant Remarks: Exterior Facade Renovations as taken
through Plan Commission. Prelim Approval of
Design by Sign Art.

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: [Signature] Date: 4-29-25

Signature of Property Owner: [Signature] Date: 4-29-25

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee (\$50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate

- ☐ Bids, estimates and/or contracts
- ☐ Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- ☐ Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Village of Mount Horeb
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-6884

Village of Mount Horeb Façade/Building Improvement Program



325 W Front St Mount Horeb, WI 53572 - 608.437.2320 makesignsnotwar.com

TYLER MARKS - 05123024 - EXTERIOR	Estimate # 4340
100 South First Street, Mount Horeb, WI 53572	Date: 04.29.25
Customer Contact: Tyler Marks	Requested by: Luke

SIGN ART STUDIO PROPOSES TO FURNISH MATERIALS AND LABOR NECESSARY FOR THE CONSTRUCTION OF THE FOLLOWING:

Line Item	DESCRIPTION	TOTAL PRICE
1	Sign design and plan preparation for customer and municipal approval. Includes 27.75 hrs of creative design time to date. If any changes are requested by either the customer or any municipal governing bodies, additional fees at this rate will be added to final invoice.	\$ 3,846.15
2	WLI 1 – Wall Letters/Logo Illuminated: 1 ct. S/F 4" deep channel letters with prefinished white returns, trimcap, faces and LEDs.	\$ 6,799.72
3	WLI 2 – Wall Letters/Logo Illuminated: 2 ct. S/F Faux Neon LED FlexiBRITE Yellow strips running length of front entrance of building.	\$ 5,613.75
4	BI – Blade Sign Illuminated: 1 ct. D/F routed face cabinet aluminum frame construction. Tenant faces to be routed face backed by acrylic. 3/4" push through acrylic logo.	\$ 12,956.95
5	WCN - Wall Cabinet Non-Illuminated: 9 ct. aluminum canopies. 1" aluminum tube framed skinned with aluminum. Painted black. Di cut white vinyl added to 3 ct.	\$ 7,853.52
6	Installation of WLI 1, WLI 2, BI, and WCN as listed above. Assumptions: Blocking and primary power by others at owners expense. Pricing based on the assumption that all subcontractor and owner site readiness actions will be completed prior to our time of arrival. Any delays cause by site not being ready will result in additional mobilization fees. Pricing is based on a single site mobilization. If additional site mobilizations are requested or required then additional fees will apply. Crew size needed for additional mobilizations are determined by scope of work. Site must be accessible with our installation trucks. If site is not accessible with our trucks, equipment rental may be needed and rental fees may be applied to the final invoice. Any landscaping repair is by others at owners' expense. Any roof or wall repair is by others at owners expense. Formal survey required for final pricing.	\$ 6,115.95
7	Formal Survey: Pricing subject to change upon completion of formal survey. All pricing is not final until a formal survey has been completed and all assumptions have been confirmed with SAS on site take offs. If it is found after the formal survey there needs to be an update to the drawings or estimate, you will be notified by SAS for new approvals.	\$ 567.00

8	Procurement of municipal permits, including sign permits and any required street or sidewalk closure permits . Does not include actual cost of municipal permits. Permit fees will be applied to final invoice. THIS FEE IS AN HOURLY RATE FOR ALL REGULATORY PERMIT PROCESSES. Permits procurement can sometimes hold up projects. If there are delays because of permit issues, this can affect install dates. SAS will provide final timeline after permits are approved.	\$ 130.85
	SUB TOTAL:	\$ 43,883.89
	ESTIMATED SALES TAXES:	\$ 2,413.61
	TOTAL ESTIMATE AMOUNT:	\$ 46,297.50

TERMS AND CONDITIONS

1. **PAYMENT:** A deposit of 50% is required to initiate work, unless otherwise specified. The remaining balance is to be paid in full within 15 days from the date of the invoice. Interest will accrue on any outstanding balance from the due date at a rate of 1.5% per month. Sign Art Studio retains ownership of all components of the installed signs until full payment has been received and reserves the right to remove any installed signs if payment is not made as agreed.

2. TAXES: The buyer is responsible for paying all taxes and additional charges imposed by any governmental authority related to the production, sale, use, or shipment of the products. Price quotations do not include taxes or other charges unless explicitly stated.

3. **NOTICE OF LIEN RIGHTS:** PLEASE BE ADVISED THAT INDIVIDUALS OR COMPANIES PROVIDING LABOR AND MATERIALS FOR CONSTRUCTION ON YOUR PROPERTY, AS DESCRIBED ON THE REVERSE SIDE, MAY HAVE LIEN RIGHTS ON YOUR LAND AND BUILDINGS IF NOT PAID. THIS INCLUDES THOSE WHO CONTRACT DIRECTLY WITH YOU OR THOSE WHO PROVIDE YOU WITH IDENTIFICATION NOTICE WITHIN SIXTY (60) DAYS OF FURNISHING LABOR AND MATERIALS. YOU MAY RECEIVE NOTICES FROM THESE PARTIES AND SHOULD FORWARD A COPY OF EACH NOTICE TO YOUR MORTGAGE LENDER, IF APPLICABLE. SIGN ART STUDIO LLC. AGREES TO COOPERATE WITH BOTH THE PROPERTY OWNER AND ANY LENDER TO ENSURE THAT ALL POTENTIAL LIEN CLAIMANTS ARE APPROPRIATELY COMPENSATED.

4. UNDERGROUND UTILITIES: If underground excavation is necessary at the location, it is the responsibility of Sign Art Studio LLC to ensure that all public underground utilities (including water, sewer, electrical, telephone, cable, etc.) are marked and located prior to commencement of digging. The customer will be held liable for any costs or damages resulting from the failure to identify and mark private underground utilities, such as in-ground sprinkler systems, and private lines.

5. **QUOTATIONS & ESTIMATES:** Price quotations are not binding beyond 15 days unless mutually agreed. Clerical errors are subject to correction.

6. LIMITED WARRANTY AND LIMITATION OF LIABILITY: Seller warrants that the products sold, and labor provided are free from defects in material and workmanship, allowing for reasonable commercial variations. All products are sold, and labor provided with the understanding that the customer has independently assessed their suitability for the intended purpose. If a defect covered by this warranty is identified, the customer notifies Sign Art Studio LLC. within one year from the date of delivery or completion of the work, whichever is later, Sign Art Studio LLC. will, at its discretion, either refund the purchase price or repair or replace the defective product. Claims for defects not reported within the specified period are considered waived. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, FOR THE LABOR, MATERIALS AND PRODUCTS PROVIDED UNDER THIS AGREEMENT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED FROM THIS WARRANTY, AND SIGN ART STUDIO LLC.'S OBLIGATION SHALL NOT EXCEED ITS OBLIGATION SET FORTH IN THIS WARRANTY.

7. **DELAYS:** Sign Art Studio LLC. is not liable for any delays in completion caused by any cause beyond its reasonable control including accidents to machinery or transportation delays.

8. THIRD PARTY LIABILITY: Seller shall not be liable to any third party for any claim in connection with the products sold. The buyer assumes sole responsibility for such third-party liability and shall indemnify sellers for all losses the third-party claims, including, but not limited to, expenditures for judgments, attorney's fees, litigation and negotiation.

9. **EXPENSES OF COLLECTION:** Buyer agrees to pay all expenses of seller for collection of the amounts owed here under, including reasonable attorney's fees.

10. **APPLICABLE LAW:** This agreement shall be governed by the laws of the State of Wisconsin.

11. **CONFLICTING TERMS:** The terms of this estimate/quotation shall prevail over any conflicting term in any order or other document from buyer.

12. **PERMIT DELAYS:** The customer understands that permitting delays are beyond Sign Art Studio LLC's control and that any potential delays may result in your project not meeting initial timelines. Customer Initials TM

13. **FOUNDATION WORK:** If irregular soil is encountered during foundation work, additional costs may apply. Customer Initials

14. **WATERPROOFING:** SAS will not perform any roofing or EPDM repairs. If such repairs are needed, they will be carried out by others at the owner's expense. Additionally, SAS is not responsible for the waterproofing of the building, including any roof or walls where signage has been attached.

15. **ENGINEERING:** Engineering is to be handled by others or the owner/client, unless included in a line item on the estimate. The building owner/client is responsible for having a licensed engineer review building connection details and evaluate any additional loads imposed by this installation.

16. **INSTALLATION:** SAS will install all approved signage in accordance with N.E.C. 2017 Article 600 and U.L. 48 standards..

17. ELECTRICAL REQUIREMENTS: For signs installed by Sign Art Studio, the customer is responsible for the following electrical requirements:

1. Each sign requires a dedicated circuit: 20 amps for LED signage and 30 amps for neon signage (per N.E.C. Article 600).
2. There must be a dedicated and labeled breaker that fully de-energizes the circuit intended for the sign.
3. The circuit must meet both local and national N.E.C. standards.

CUSTOMER SIGNATURE

Signed by: 

Date: 4/30/2025

DATE: 4/28/2025 CUSTOMER: TYLER MARKS - 05123024 - EXTERIOR ADDRESS: 100 SOUTH FIRST STREET, MOUNT HOREB, WI 53572

Existing



1CT



Width 23'-11"
Height 1'-0 1/4"
Area 25.782' sq

1CT

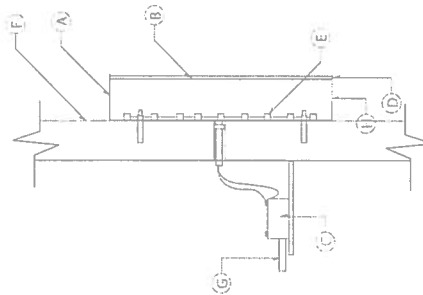
RETURNS

1CT

Includes returns back to building



Note: Black stripes are painted by others



KEY NOTES

- A- 4" Deep channel lock LED letter with 040 aluminum returns
- B- 177 Acrylic faces White
- C- Low voltage power supply
- D- Trim Cap White
- E- White LED
- F- Wall surface
- G- Primary power
- H- Drain hole
- I- Painted black stripe by others
- J- Four Neon LED FluorBRITE Yellow

FINISHES

- ☐ Prefinished White Returns & White trim cap (A)
- ☐ FluorBRITE Yellow (J)

CALCULATIONS

CUSTOMER APPROVAL:

Signed by:  TYLER MARKS

DATE: 4/30/2025

LANDLORD APPROVAL:

DATE:

By signing this approval you are hereby authorizing Sign Art Studio LLC to proceed with the work as depicted. Any deviation from these specifications will become the customer's financial responsibility.
(C) The above artwork and/or conceptual design, less customer provided artwork or plans, is property of Sign Art Studio and may not be reproduced without written consent.

WLI 1

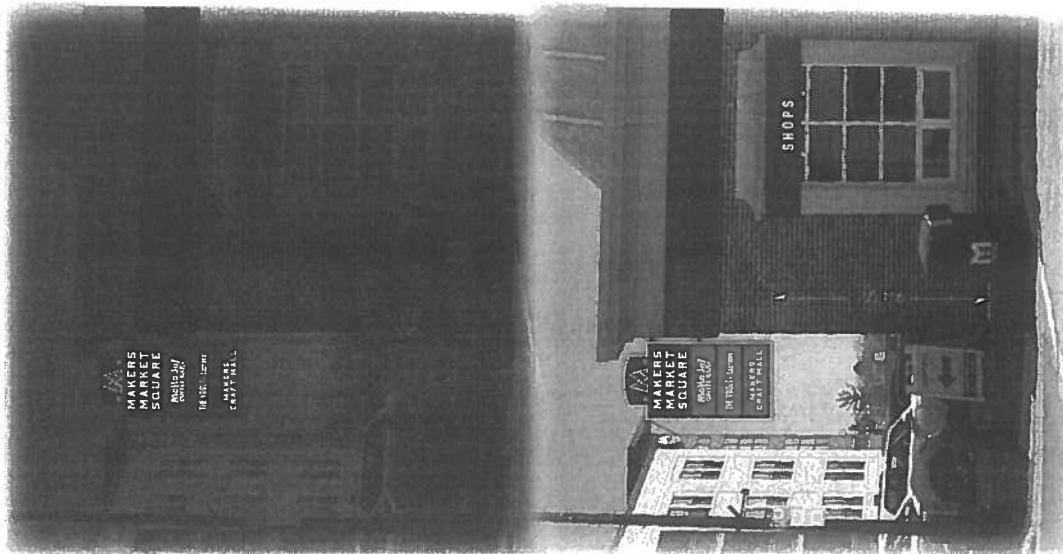


makesignsnotwar.com

325 W Front St, Mount Horeb, WI 53572

TYLER MARKS - 05123024 - EXTERIOR

DATE: 4/28/2025 CUSTOMER: TYLER MARKS - 05123024 - EXTERIOR ADDRESS: 100 SOUTH FIRST STREET, MOUNT HOREB, WI 53572



makesignsnotwar.com
325 W Front St, Mount Horeb, WI 53572

KEY NOTES A - Routed face cabinet aluminum tube frame construction. M & Squares to be push through. B - Tenon cabinets to be routed face backed by acrylic.		FINISHES: ☐ White acrylic (A,B) ☒ Front M&S to match 3M Golden Yellow (A) ☒ 3M Golden Yellow 3630-125 (A) ☒ SW Roycraft Pewter SW 2348 (B) ☒ MP Spin Black M9235P (A)		CALCULATIONS:	
Front View Width: 3'-7" Height: 6'-6" Area: 23.391 sq		Side A Width: 4'-0" Height: 6'-6" Area: 26'-0" sq		Side B	
CUSTOMER APPROVAL: _____ DATE: 4/30/2025 LANDLORD APPROVAL: _____ DATE: _____ By signing this approval you are hereby authorizing Sign Art Studio LLC to proceed with the above design. Any changes to these specifications will be made at customer's expense. Any changes to these specifications will be made at customer's expense. (c) The above artwork and/or conceptual design, logo, customer, provided artwork or photos, is property of Sign Art Studio and may not be reproduced without written consent.					

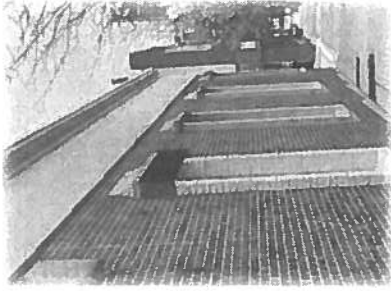
TYLER MARKS - 05123024 - EXTERIOR

BI

DATE: 4/28/2025 CUSTOMER: TYLER MARKS - 05123024 - EXTERIOR ADDRESS: 100 SOUTH FIRST STREET, MOUNT HOREB, WI 53572

Awning Option 2
SAS Recommended

Awning count for all sides
See Photos



KEY NOTES:

A - A - 1 1/2" Aluminum tube frame construction. Black Awning ACM or material Star. Awning to built up under existing concrete formed awning over windows.

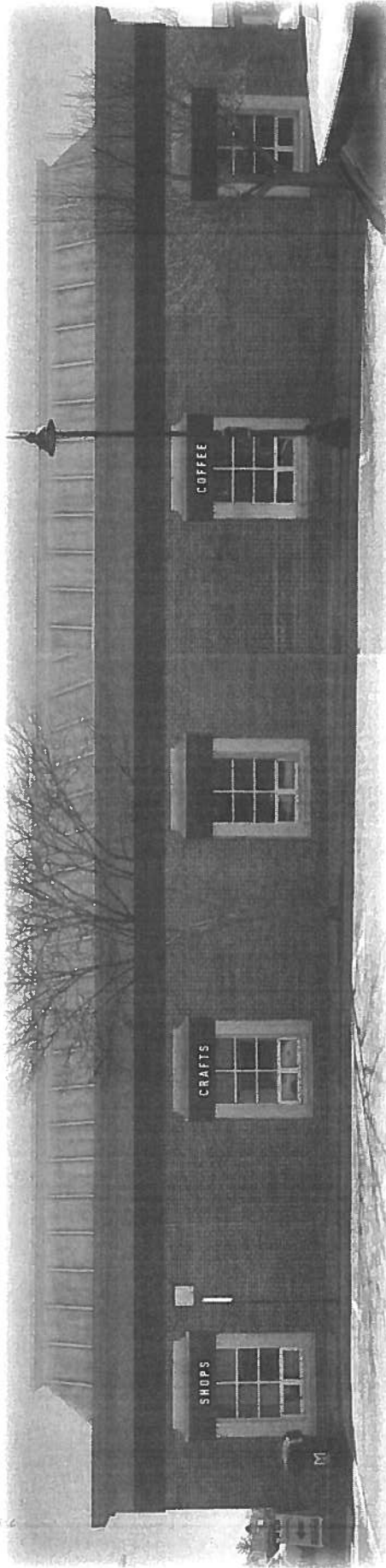
B - Vinyl or hard painted Lathing

FINISHES:

- ☒ Black ACM or Fabric
- ☐ White w/yl 7725-012 or White paint.

CALCULATIONS:

BLACK STRIPE PAINTED BY OTHERS



makesignsnotwar.com
325 W Front St Mount Horeb, WI 53572

Signed by:  97816336C6BCEB

CUSTOMER APPROVAL:

DATE: 4/30/2025

LANDLORD APPROVAL:

DATE:

By signing this application as a duly authorized "I" Signatory, I agree to proceed with the work as depicted. Any deviation from these specifications, will become the customer's financial responsibility.
C. The above artwork and/or conceptual design, less customer provided artwork or plans, is property of Sign Art Studio and may not be reproduced without written consent.

WCN

TYLER MARKS - 05123024 - EXTERIOR

Area Glass Inc.
1164 S. Fish Hatchery Rd.
Oregon, WI 53575

Invoice

Date	Invoice #
3/24/2025	9203C

Bill To
Tyler Marks 8563 Bakken Road Mount Horeb WI 53572

P.O. No.	Terms	Project
	Due on receipt	

Qty	Description	Rate	Amount
	MT HOREB, WI Commercial Sales - billing for materials <i>50% Material</i> **awnings, slider, aluminum and glass, balance due after install <i>Full Proposal \$29,524.00 Price</i> *****PLEASE REMIT PAYMENT TO***** AREA GLASS INC. 1164 S. FISH HATCHERY RD. OREGON, WI 53575	14,762.00	14,762.00
Fraud Alert: Area Glass Inc. will not email you requesting payment via wire transfer or ACH. In addition, our one and only email domain is @areaglasswi.com. Be alert to other variations of our domain such as no i or one s		Total	\$14,762.00
Phone #	E-mail	Web Site	Payments/Credits
608-259-6294	Office@areaglasswi.com	www.areaglasswi.com	\$0.00
		Balance Due	\$14,762.00



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

AGENDA ITEM # 6.a

2024 Village Audit Presentation by Baker Tilly

BACKGROUND

Casandra Chase, Senior Manager and Leah Koopman, Senior Associate; CPA's from Baker Tilly US, LLP will be in attendance at this meeting to provide the 2024 Village Audit Presentation and findings to the Board.

RECOMMENDATION

ATTACHMENTS

1. V Mt Horeb - 2024 Audit - Presentation Materials



Village of Mount Horeb

Financial highlights

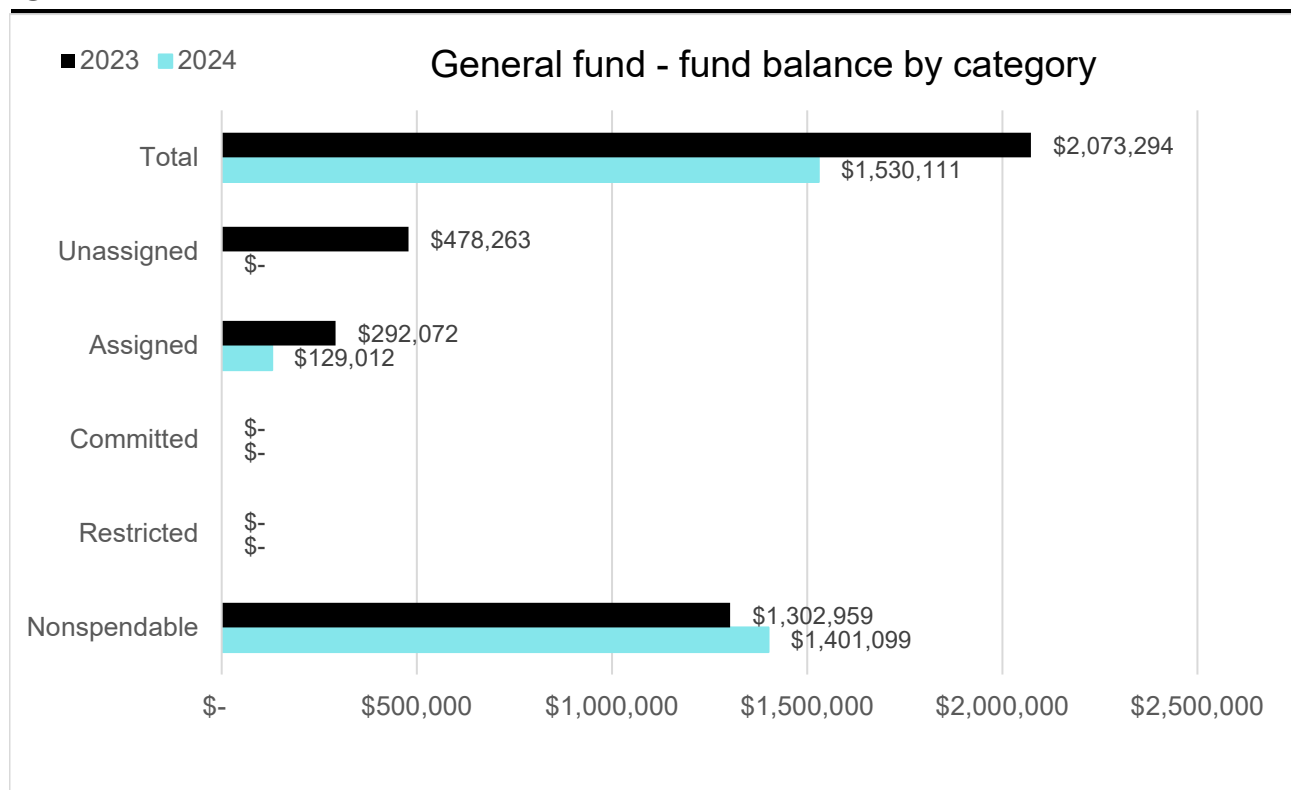
December 31, 2024

Client service team

John Rader, CPA, Managing Director
Casandra Chase, CPA, Senior Manager
Leah Koopman, CPA, Senior Associate

Village of Mount Horeb

General fund results



Summarized income statement

	Actual	Final budget	Variance
Revenues and other financing sources	\$ 5,882,583	\$ 6,098,830	\$ (216,247)
Expenditures and other financing uses	6,425,766	6,390,902	(34,864)
Net change in fund balance	<u>\$ (543,183)</u>	<u>\$ (292,072)</u>	<u>\$ (251,111)</u>

Fund balance category definitions

Nonspendable - amounts cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained in tact.

Restricted - amounts that can be spent only for the specific purposes stipulated by an external source.

Committed - amounts constrained for specific purposes that are internally imposed through formal action of the governing body.

Assigned - spendable amounts that are intended to be used for specific purposes that are not considered restricted or committed.

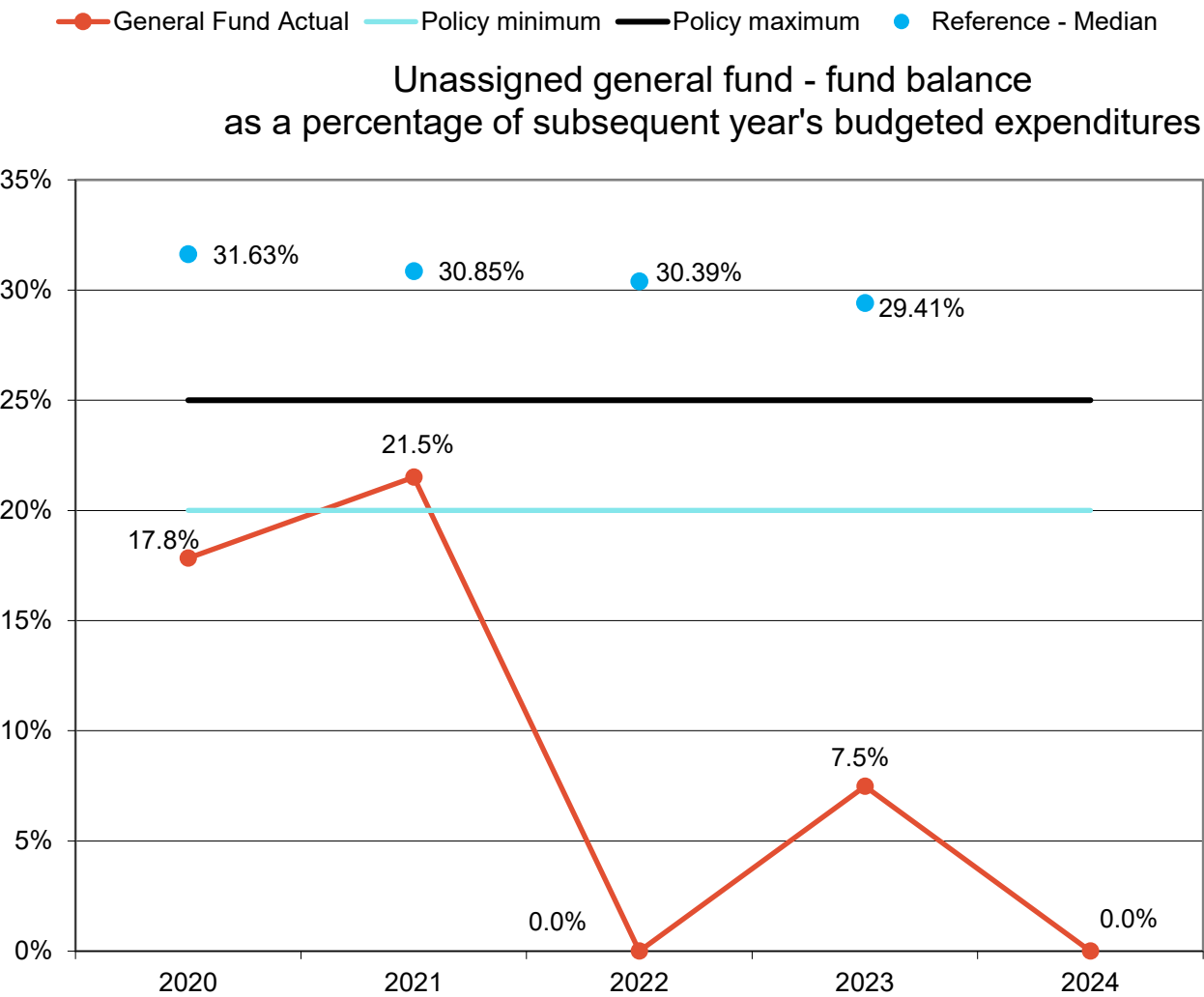
Unassigned - residual amounts that have not been classified within other categories above.

Village of Mount Horeb

General fund - fund balance trends

Fund balance policy:

To maintain unassigned fund balance between 20-25% of the subsequent years budgeted general fund expenditures. Unassigned fund balance that exceeds this range shall be transferred to the capital improvement projects fund to reduce future borrowing needs.



Other reference values

GFOA recommends a minimum of no less than 2 months (16.7%) of general fund expenditures.

Median reference value generated from 2020 - 2023 Baker Tilly municipal client data for population ranges less than 10,000.

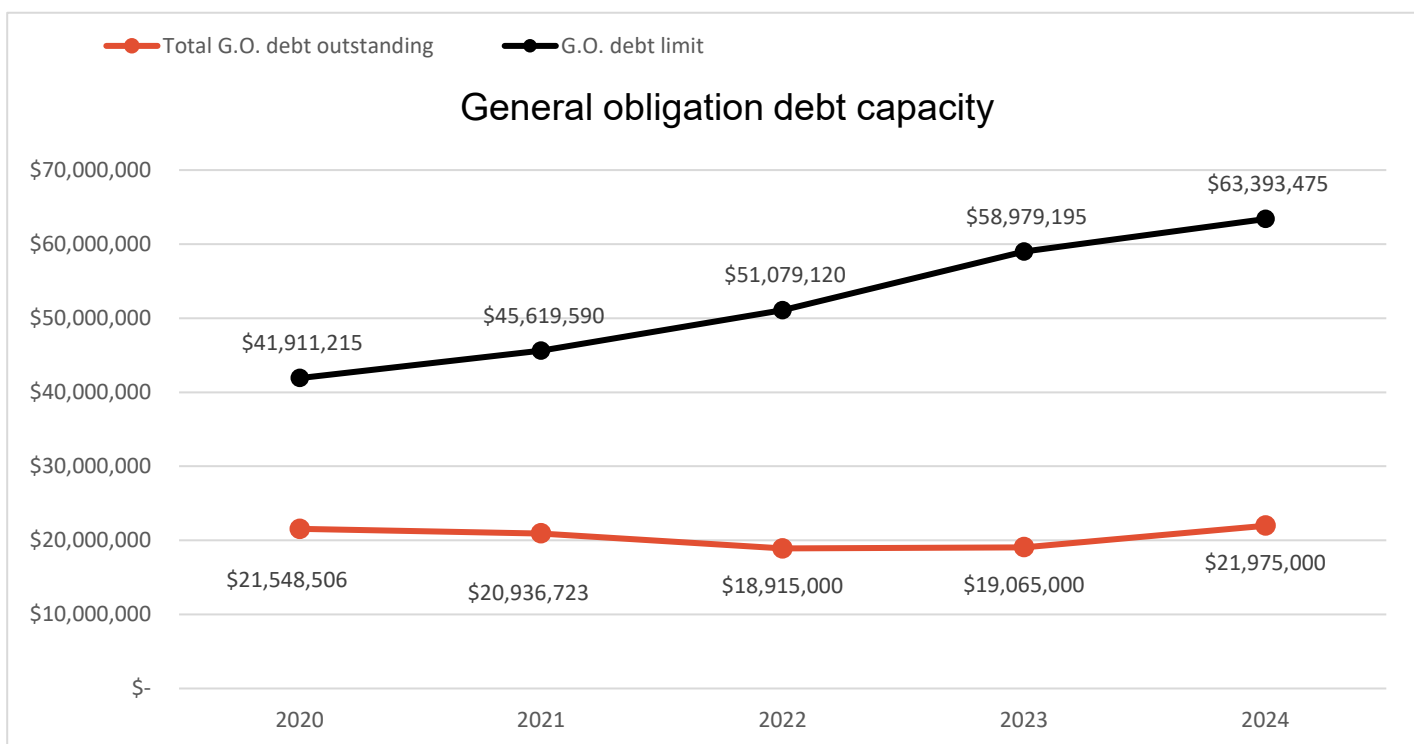
Village of Mount Horeb

General obligation debt

Debt management policy:

Total outstanding general debt obligations should remain within 50% of the Village's legal debt margin capacity (5% of the Village's total equalized value). Non-utility and non-TIF related general debt obligations should remain within 40% of the legal debt margin unless otherwise authorized by the Village Board.

Actual percentage of debt limit at 12/31/24: **Total GO Debt 35%** **Non-Utility Non-TIF GO Debt 25%**



Total debt outstanding by type at 12/31/2024

	General obligation	Revenue debt	Other	Total
Village	\$ 15,891,260	\$ -	\$ 835,186	\$ 16,726,446
Utility	-	20,947,692	-	20,947,692
TIF	6,083,740	-	-	6,083,740
Total	\$ 21,975,000	\$ 20,947,692	\$ 835,186	\$ 43,757,878

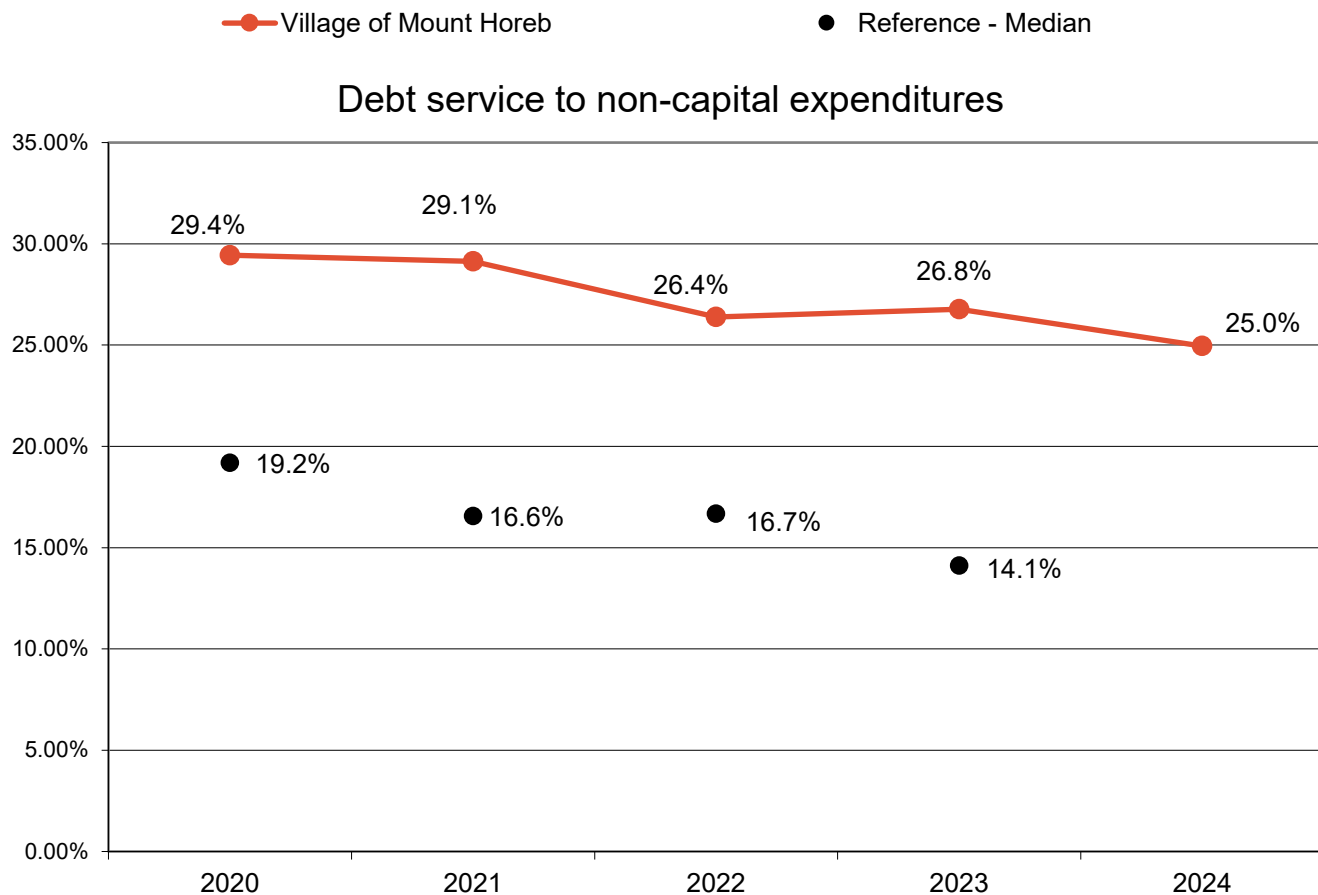
Comparative metrics available online through the Wisconsin Policy Forum.

<https://wispolicyforum.org/research/municipal-datatool-examining-and-comparing-wisconsin-cities-and-villages/>

Select "Debt" -- options for custom comparisons or comparisons by county

Village of Mount Horeb

Governmental funds - debt service



Current and prior year data

	2024	2023
Principal (excludes refunding)	\$ 2,090,000	\$ 2,100,000
Interest	686,746	682,400
Total	\$ 2,776,746	\$ 2,782,400
Non-capital expenditures	\$ 11,128,676	\$ 10,391,666

Other reference values

Median reference value generated from 2020 - 2023 Baker Tilly municipal client data for population ranges less than 10,000.

Village of Mount Horeb

TIF District Historical Summary Through December 31, 2024

	TIF District No. 3	%	TIF District No. 5	%
<u>Sources of funds</u>				
Tax increments	\$ 7,801,748	25%	\$ 3,678,311	36%
Transfer from general fund	805,214	3%	-	0%
Exempt computer aid	42,174	0%	364,771	4%
Investment income	353,557	1%	49,421	0%
Developer guarantees	20,000	0%	-	0%
WEDC Grant	-	0%	180,738	2%
Miscellaneous Revenues	289,745	1%	109,802	1%
Sales of property	-	0%	1,174,934	11%
Premium on debt Issuance	394,829	1%	-	0%
Long-term debt issued	21,638,703	69%	4,740,740	46%
TOTAL	<u>\$ 31,345,970</u>	100%	<u>\$ 10,298,717</u>	100%

Uses of Funds

Capital, administration, and professional services	\$ 7,166,640	23%	\$ 2,692,960	28%
Interest on long-term debt	4,590,024	15%	1,060,981	11%
Discount and issuance costs	-	0%	-	0%
Developer grants		0%	4,751,523	49%
Debt issuance costs	321,426	1%	90,513	1%
Payment escrow	389,739	1%	-	0%
Principal on long-term debt	19,115,703	61%	1,180,000	12%
TOTAL	<u>\$ 31,583,532</u>	100%	<u>\$ 9,775,977</u>	100%

TIF Fund Balance (Deficit) - December 31, 2024	\$ (237,562)	\$ 522,740
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Calculation of Net Cost Recoverable through TIF Increments

General obligation debt outstanding	2,523,000	3,560,740
Levy/ transfer from general fund to be repaid	805,214	-
TIF Fund (Balance)/Deficit - December 31, 2024	<u>237,562</u>	<u>(522,740)</u>
Net cost recoverable through TIF increments - December 31, 2024	<u>\$ 3,565,776</u>	<u>\$ 3,038,000</u>

Creation date:	March 24, 2004	August 18, 2016
Last date to incur project costs:	March 24, 2022	August 18, 2038
Last year to collect increment:	2027	2043



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.b

Recommendation on Beginning Boundary Agreement Discussion with Town of Springdale.

BACKGROUND

One of the items identified in our strategic planning efforts was relations with our neighboring towns. Having gone through the process of negotiating a boundary agreement with the Town of Vermont, President Cyzewski and Administrator Owen believe the next logical Town to approach and have a discussion with is Springdale. We would like to have a discussion and get direction from the Board on this process.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

June 4, 2025

PREPARED BY

Nicholas Owen, Administrator

AGENDA ITEM # 6.c

Consideration of Revised Mount Horeb Fee Schedule

BACKGROUND

With the change in the building inspector contractor, we need to update our building fee schedule. We originally anticipated doing this in July, but have moved up the changeover to mid-June, so we have made a late addition to this meeting to get the change made prior to the change in contractors. Our inspection fees were getting rather dated and falling behind comparable and most of the contractors that we met with proposed increasing our fees. The revised schedule is included in your packet.

RECOMMENDATION

ATTACHMENTS

1. 2025 Permit Fees 3C Inspect
2. 2025 MASTER MH Fee Schedule - Revised Building for 2025-06-04 VB



BUILDING PERMIT FEE SCHEDULE

Building Groups

Group 1 - Residential buildings in which families or household live, rooming houses, residential garages, and storage sheds (this group does not include hotels, motels, or institutional buildings).

Group 2 - General and professional offices, barber shops, beauty parlors, bowling alleys, dry-cleaning establishments, clinics, natatoriums, shelters, hotels and motels, Taverns, restaurants, cafeterias, retail establishments, commercial garages and service stations. Churches, assembly halls, theaters, exhibition buildings, educational institutions, hospitals, nursing homes, places of detention, gymnasiums, daycare centers, arenas, laboratories, lodge halls, funeral homes, libraries, skating rinks, dance halls, and armories.

Group 3 - Warehouses, freight terminals, storage buildings, refrigeration storage, factories, machine shops, electric sub-stations, sewage treatment plants, heating plants, steam and electric generating plants, transformer vaults and other buildings not classified in Groups 1-3.

NEW CONSTRUCTION FEES

Building Permits

Group 1 \$0.15 per square foot with a minimum fee of \$100

Group 2 \$0.30 per square foot with a minimum fee of \$150

Group 3 \$0.20 per square foot with a minimum fee of \$150

Electrical Permits

Group 1 \$0.060 per square foot with a minimum fee of \$100

Group 2 \$0.060 per square foot with a minimum fee of \$150

Group 3 \$0.050 per square foot with a minimum fee of \$150

Plumbing Permits

Group 1 \$0.060 per square foot with a minimum fee of \$100

Group 2 \$0.060 per square foot with a minimum fee of \$150

Group 3 \$0.050 per square foot with a minimum fee of \$150.

Heating/Ventilating/Air Conditioning Permits

Group 1 \$0.060 per square foot with a minimum fee of \$100

Group 2 \$0.060 per square foot with a minimum fee of \$150

Group 3 \$0.050 per square foot with a minimum fee of \$150.

Automatic fire suppression and/or fire alarm system inspection permit

Required for new construction or when new system installed in existing building

Group 1 \$0.060 per square foot with a minimum fee of \$100

Group 2 \$0.060 per square foot with a minimum fee of \$150

Group 3 \$0.050 per square foot with a minimum fee of \$150

GENERAL NOTES

Areas included for fee calculation purposes shall include all floor levels, basement, attached garages, porches and all spaces enclosed and under roof.

The Building Inspection Department will be responsible for calculating the square footage of all buildings.

All permit fees are rounded to the nearest dollar.

ALTERATIONS AND REPAIRS TO EXISTING BUILDINGS

Building Permits 1% of building construction cost or a minimum fee whichever is greater -

Residential \$60

Commercial \$150

Electrical Permits 1% of electrical construction cost or a minimum fee whichever is greater -

Residential \$60

Commercial \$100

Plumbing Permits 1% of plumbing construction cost or a minimum fee whichever is greater -

Residential \$60

Commercial \$100

Heating/Ventilating/Air Conditioning Permits 1% of heating/ventilating/air conditioning cost or a minimum whichever is greater -

Residential \$60

Commercial \$100

GENERAL NOTES

Construction cost includes labor and materials (Projects that have no labor cost will have materials cost doubled for permits fees)

The Building Inspector shall be responsible for estimating construction costs utilizing information provided by permit applicants.

All permit fees are rounded to the nearest dollar.

A person who proceeds with work for which a permit is required before obtaining a permit shall pay twice the fee.

Building code reviews and any services requested by the Municipality outside of the normal permitted inspections will incur a \$75.00 hourly charge.

MISCELLANEOUS FEES AND REQUIREMENTS

Moving of Buildings/Structures ½ of rates charged for new construction. (Minimum of \$200 per structure)

Demolition \$60 per residential building, \$100 per commercial building

Permit to Start Early Construction \$200 per residential permit, \$400 per commercial permit

Wisconsin Uniform Building Permit Seal per seal \$60

Additional and Miscellaneous Inspections \$150 per inspection

Residential Plan Review single family residential \$100

multi-family residential \$200

Commercial Plan Review New Structures 0 - 25,000 cubic feet \$150, 25,001 - 50,000 cubic feet \$250

Commercial Plan Review Remodels 0 - 25,000 cubic feet \$150, 25,001-50,000 cubic feet \$200, 50,001 -100,000 cubic Feet 300.00

Review of Plans that have been examined by Wisconsin Dept. of Safety & Professional services (DSPA) New Structures, Additions, Remodels \$100

Erosion Control Permit Residential \$200, Commercial \$300

Village of Mount Horeb Fee Schedule			
Code	Description	Dollar Amount	
Chapter 7 - Traffic Code			
7.07(c)1	Winter Parking Permit (<i>per vehicle</i>)	\$75 annually or \$30 for Nov 1-Apr 1	
7.10(2)(d)	Bicycle Registration (<i>lost Sticker \$0.25</i>)	\$2.00	
Chapter 8 - Public Works			
8.121(3)	Blasting & Drilling Permit	\$100.00	Was \$50.00
8.07	Driveway Opening Approval form	\$50.00	
8.12(1)(c)	Fill Permit	\$100.00	Was \$50.00
8.06(4)(a)	Sidewalk Construction & Repair Permit	\$25.00	
8.08(2)	Street Right-Of-Way Opening & Construction Permit (<i>excavation & openings</i>)	\$50.00	
8.09(3)(c)	Street Privilege Permit (<i>obstructions and encroachments</i>)	\$25.00	
Chapter 11 - Public Health & Welfare			
11.08(7)(a)(1)	Impoundment Dog or Cat (plus related costs)	\$15.00	
Chapter 12 - Licenses & Permits			
Alcohol Beverage Licenses			
12.01(5)	Fermented Malt Beverages		
	Class A Retailer's License	\$25.00	
	Class B Retailer's License	\$100.00	
	Temporary Class B ("Picnic") License	\$10.00	
	License for Less Than 12 Months	prorated portion of annual fee	
	Provisional License	\$15.00	
12.02(8)	Business Location Transfer Fees	\$10.00	
Intoxicating Liquor			
12.01(6)	Retail Class A License	\$250.00	
	Retail Class B	\$500.00	
	Reserve retail Class B License	\$10,000.00	
	Temporary Class B ("Picnic") License	\$10.00	
	Retail Class C License	\$100.00	
	License for Less Than 12 Months	prorated portion of annual fee	
	Wholesaler's License	\$25.00	
	Provisional License	\$15.00	
12.01(7)	Alcohol Operator's License		
	New	\$50.00	
	Renewal - 1 year	\$15.00	
	Renewal - 2 years	\$25.00	
	Provisional License	\$15.00	
12.01(8)	Tobacco		
	Cigarette Sales	\$25.00	
12.08(3)	Animals		
	Dog & Cat Licenses (<i>annual fee</i>)		
	Spayed or Neutered	\$20.00	
	Unaltered	\$25.00	
	Late Fee: <i>additional fee for renewed tags purchased after April 1st</i>	\$5.00	
Business Permits & Licenses			
12.095(19)	Adult Sexually -Oriented Business Licenses	\$250.00	
	Adult Sexually -Oriented Employee License	\$25.00	
12.01(3)	Direct Sellers (<i>investigation fee</i>)	\$20.00	
19.03(8)	Fireworks Permit (<i>code relates to parks only</i>)	No Fee	
12.04	Public Amusements & Shows	\$20.00	
12.055	Mobile Food Establishment Operator License	\$100.00	
	Mobile Food Vendor Vehicle Permit (<i>annually</i>)	\$500.00	
12.01(10)	Sidewalk Café Permit		
	New	\$50.00	
	Renewal (annually)	\$30.00	
12.01(9)	Taxicab business license (<i>plus the actual cost of vehicle inspection</i>)	\$35.00	
	Taxicab operator's permit	\$20.00	
Residential Permits & Licenses			
12.01(14)	Electric Vehicles	\$50.00	
12.01(13)	Street Use Permits (<i>per event</i>)	\$20.00	
Miscellaneous			
12.02(9)	Replacement of Lost or Destroyed License or Permit	\$10.00	
Public Record Copies			
	8-1/2x11 black & white copy	\$0.25	
	larger paper	\$0.35	
	Location of records	Actual cost if over 50.00 in staff time	
	Postage	Actual cost	
	Prepayment	Required if total cost is over 5.00	
Chapter 13 - Municipal Utilities			
13.34(2)	Residential Connection to Village Sewers		
	Single-family	\$1,000.00	
	Duplex or 2 units	\$2,000.00	
	3 units	\$2,800.00	
	4 units	\$3,600.00	
	5 units	\$4,200.00	
	Over 5 units	\$4200.00 plus \$400 per additional unit	
13.34(2)	Commercial, Industrial or Public Authority Connection to Village Sewers		
	5/8 " or 3/4" meter	\$1,000.00	
	1" meter	\$1,300.00	
	1¼" meter	\$1,700.00	
	1½" meter	\$2,000.00	
	2" meter	\$3,000.00	
	3" meter	\$4,000.00	
	4" meter	\$5,000.00	
	<i>For existing or modified buildings see Chapter 13.34</i>		
13.34(1)	Wastewater Discharge Permit (<i>industrial use only</i>)	\$50.00	
13.38	Sewer Utility Rates		
	SMG-1 GENERAL SEWER SERVICE; METERED. For domestic strength contributors (250 mg/l or less)		
	Monthly Service Charge (<i>based on water meter size</i>)		
	¾" meter	\$22.10	

	¾"	\$22.10	
	1"	\$33.00	
	1 ¼"	\$42.00	
	1 ½"	\$51.00	
	2"	\$73.00	
	3"	\$126.00	
	4"	\$200.00	
	Volume Charge - \$11.50 per 1,000 gallons discharged to the sanitary sewer.		
	SMG-2 COMMERCIAL AND INDUSTRIAL SEWER SERVICE; METERED. For strength contributors of 250 mg/l or greater		
	Monthly Service Charge (same as SMG-1 listed above)		
	(a) Volume Charge. Shall be comprised as follows:		
	1. Volume. \$11.50 per 1,000 gallons.		
	2. Biochemical Oxygen Demand (BOD). \$1.63/lb in excess of 250 mg/l		
	3. Suspended Solids (SS). \$1.35/lb in excess of 250 mg/l.		
	4. Phosphorus. \$7.65/lb in excess of 7 mg/l.		
	SUM-1 GENERAL SEWER SERVICES; UNMETERED (per month)		\$54.11
	If estimated usage is in excess of 5,000 gallons per month, an additional charge of \$9.33 per 1,000 gallons will be made for estimated additional usage.		
	HOLDING TANK WASTES		
	(a) Rates for holding tank wastes for discharges in accordance with §13.35(6) are as follows		
	1. Volume. \$4.95 per 1,000 gallons.		
	2. Biochemical Oxygen Demand (BOD). \$0.94/lb.		
	3. Total Suspended Solids (TSS). \$0.77/lb.		
	4. Phosphorus. \$7.65/lb.		
	Without specific analyses, the concentration of BOD shall be assumed to be 600 mg/l, total suspended solids shall be assumed to be 1,800 mg/l, and phosphorus shall be assumed to be 200 mg/l. Based on the assumed values, the charge for holding tank wastes shall be \$29.95 per 1,000 gallons. If desired by the licensed discharger, calculation of the charge based on measured values may be used. Analyses of samples shall be performed by a laboratory certified by the State of Wisconsin. Costs of analyses shall be borne by the discharger. In such case, the customer shall be charged an additional handling fee of \$10.00 per month.		
	Chapter 14 - Building Code		
3C Inspect LLC	Building Groups		3C Inspect Schedule
Fee Schedule	Group 1 - Residential buildings in which families or household live, rooming houses, residential garages, and storage sheds (this group does not include hotels, motels, or institutional buildings).		
	Group 2 - General and professional offices, barber shops, beauty parlors, bowling alleys, dry-cleaning establishments, clinics, natoriums, shelters, hotels and motels, Taverns, restaurants, cafeterias, retail establishments, commercial garages and service stations. Churches, assembly halls, theaters, exhibition buildings, educational institutions, hospitals, nursing homes, places of detention, gymnasiums, daycare centers, arenas, laboratories, lodge halls, funeral homes, libraries, skating rinks, dance halls, and armories.		
	Group 3 - Warehouses, freight terminals, storage buildings, refrigeration storage, factories, machine shops, electric sub-stations, sewage treatment plants, heating plants, steam and electric generating plants, transformer vaults and other buildings not classified in Groups 1-3.		
	NEW CONSTRUCTION FEES		
	Building Permits		
	Group 1 \$0.15 per square foot with a minimum fee of \$10C		
	Group 2 \$0.30 per square foot with a minimum fee of \$15C		
	Group 3 \$0.20 per square foot with a minimum fee of \$15C		
	Electrical Permits		
	Group 1 \$0.060 per square foot with a minimum fee of \$10C		
	Group 2 \$0.060 per square foot with a minimum fee of \$15C		
	Group 3 \$0.050 per square foot with a minimum fee of \$15C		
	Plumbing Permits		
	Group 1 \$0.060 per square foot with a minimum fee of \$10C		
	Group 2 \$0.060 per square foot with a minimum fee of \$15C		
	Group 3 \$0.050 per square foot with a minimum fee of \$150		
	Heating/Ventilating/Air Conditioning Permits		
	Group 1 \$0.060 per square foot with a minimum fee of \$10C		
	Group 2 \$0.060 per square foot with a minimum fee of \$15C		
	Group 3 \$0.050 per square foot with a minimum fee of \$150		
	Automatic fire suppression and/or fire alarm system inspection permit		
	Required for new construction or when new system installed in existing building		
	Group 1 \$0.060 per square foot with a minimum fee of \$10C		
	Group 2 \$0.060 per square foot with a minimum fee of \$15C		
	Group 3 \$0.050 per square foot with a minimum fee of \$15C		
	ALTERATIONS AND REPAIRS TO EXISTING BUILDINGS		
	Building Permits 1% of building construction cost or a minimum fee whichever is greater -		
	Residential \$60 Commercial \$15C		
	Electrical Permits 1% of electrical construction cost or a minimum fee whichever is greater -		
	Residential \$60 Commercial \$10C		
	Plumbing Permits 1% of plumbing construction cost or a minimum fee whichever is greater -		
	Residential \$60 Commercial \$10C		
	Heating/Ventilating/Air Conditioning Permits 1% of heating/ventilating/air conditioning cost or a minimum whichever is greater -		
	Residential \$60 Commercial \$10C		
	GENERAL NOTES		
	Construction cost includes labor and materials (Projects that have no labor cost will have materials cost doubled for permits fees)		
	A person who proceeds with work for which a permit is required before obtaining a permit shall pay twice the fee		
	Building code reviews and any services requested by the Municipality outside of the normal permittec		
	inspections will incur a \$75.00 hourly charge. Applicant could incur the charge		
	MISCELLANEOUS FEES AND REQUIREMENTS		
	Moving of Buildings/Structures ½ of rates charged for new construction. (Minimum of \$200 per structure)		
	Demolition \$60 per residential building, \$100 per commercial building(must submit proof of liability insurance)		
	Permit to Start Early Construction \$200 per residential permit, \$400 per commercial permit		
	Wisconsin Uniform Building Permit Seal per seal \$60		
	Additional and Miscellaneous Inspections \$150 per inspection		
	Residential Plan Review Single family residential \$100 Multi-family residential \$20C		

	Commercial Plan Review New Structures 0 - 25,000 cubic feet \$150, 25,001 - 50,000 cubic feet \$250		
	Commercial Plan Review Remodels 0 - 25,000 cubic feet \$150, 25,001-50,000 cubic feet \$200, 50,001 -100,000 cubic Feet 300.0		
	Review of Plans that have been examined by Wisconsin Dept. of Safety & Professional services (DSPS)		
	New Structures, Additions, Remodels \$100		
	Erosion Control Permit Residential \$200, Commercial \$300		
14.02	Utility Fees		
	Water used during construction (<i>not to be used for landscaping</i>)	\$80.00	Was \$60.00
	Temporary Electric Service Connection optiona	\$75.00	
	Second Water Meter (outside water usage) optional	\$40 hardware and inspection fees	\$30 hardware and inspection fees
	Chapter 17 - Zoning Code		
17.121(5)(a)	Antenna Permit	\$50.00	
17.17(2)	Certificate of Appropriateness (<i>Central Business District exterior changes</i>)	No fee	
17.28	Comprehensive Plan Amendment (<i>future growth or land use zoning conflicts</i>)	\$150.00	
17.29 (1)	Conditional Use Permit (<i>change in the use of a property</i>)	\$150.00	
17.29 (2)	Conditional Use Permit (<i>planned development district</i>)	\$200.00	
17.14(3)(c)	Design Review	\$100.00	
17.29 (1)	Zoning Amendment Application (<i>changes in zoning</i>)	\$150.00	
17.29 (2)	Zoning Amendment Application (<i>planned development district</i>)	\$200.00	
17.27 (2)(f)	Zoning Board of Appeals (<i>zoning variance</i>)	\$150.00	
Not in Code	Zoning Certificate (<i>new business in CB district</i>)	No fee	
	FEE NOTE: <i>In addition, each applicant shall reimburse the Village for all professional fees, including reasonable engineering and legal review fees, incurred by the Village in connection with each application.</i>		
17.177 (1)(b)1	Signage		
	Basic Sign or Alteration	\$50.00	
	New Commercial Signage	\$100.00	
	Master Signage (<i>multiple businesses</i>)	\$200.00	
	Failure to submit Annual Insurance liability for encroachments	\$50.00	
	Sign Appeal (<i>Board of sign appeal</i>)	\$50.00	
	If an inspection is required	\$30.00 additional - per inspection	
	Chapter 18 - Subdivision & Platting		
18.14(4)(b) & 18.14(4)(e)	Park Improvement Fees (<i>Playground Improvement</i>)		
	Preliminary Plat or CSM is filed after May 5, 2021	\$2180.00 per unit	
	Preliminary Plat or CSM is filed after August 5, 2015	\$867.00 per unit	
	Preliminary Plat or CSM is filed after June 5, 2013	\$712.00 per unit	
18.14 (6)	Preliminary Plat or CSM is filed after June 15, 2000 and before January 4, 2006	\$200.00 per unit	
18.53 (1)(c)	Installation of Improvements by Private Contract		
	<i>The developer shall be responsible for paying all engineer review fees incurred by the Village and the following plan review deposit:</i>		
	Estimated Construction Cost:	Plan Review Fee:	
	Less than \$100,000	Cost but not more than \$1,250	
	\$100,000 to \$250,000	1.25%	
	\$250,000 to \$500,000	1.00% but not less than \$3,125	
	\$500,000 to \$1,000,000	0.75% but not less than \$5,000	
	Greater than \$1,000,000	0.50% but not less than \$7,500	
18.53 (2)(a)	Installation of Improvements by Public Contract		
	Determined by the Village Engineer		
18.58 (2)(b)	Deferred Assessments		
	Contact the Village Administrator for fee information		
18.58 (3)(a) & (b)	Real estate not previously served by public sewer		
	Contact the Village Administrator for fee information		
18.61(1)	Development Impact Analysis Fee	\$250.00	
	<i>At the time of submitting a Development Impact Analysis Input Form, the developer shall pay a nonrefundable fee</i>		
	Plats & Certified Maps:		
	Preliminary Plats		
	Administrative fee <i>nonrefundable</i>	\$250.00	
	Deposit toward engineer review	\$100.00	
	plus fee per lot (<i>1-20 lots</i>)	\$50.00	
	plus fee per lot (<i>21 and more lots</i>)	\$20.00	
	Final Plats		
	Administrative fee <i>nonrefundable</i>	\$150.00	
	Deposit toward engineer review	\$100.00	
	plus fee per lot (<i>1-20 lots</i>)	\$50.00	
	plus fee per lot (<i>21 and more lots</i>)	\$20.00	
	Certified Survey Maps		
	Administrative fee <i>nonrefundable</i>	\$150.00	
	Deposit toward engineer review	\$100.00 plus \$75.00 per lot created	
18.11	Certified Survey Maps - Extraterritorial Jurisdiction	same fees as plats listed above	
18.25	Certified Survey Map - Zero Lot Line		
	Administrative fee <i>nonrefundable</i>	\$150.00	
	Deposit toward engineer review	\$100.00 plus \$75.00 per lot created	
	<i>In addition, each applicant under this section shall reimburse the Village for all professional fees, including reasonable engineering, planning, and legal review fees.</i>		
18.61(4)	Subdivision Improvement Agreements		
	Plats		
	Administrative fee <i>nonrefundable</i>		
	Phase I	\$300.00	
	Subsequent phases	\$250.00	
	Legal deposit		
	Phase I	\$3,000.00	
	Subsequent phases	\$2,000.00	
	Engineering deposit		

	Phase I	\$1,500.00	
	Subsequent phases	\$1,000.00	
	Certified Survey Maps		
	<i>Administrative fee nonrefundable</i>		
	Phase I	\$150.00	
	Subsequent phases	\$100.00	
	Legal deposit		
	Phase I	\$1,000.00	
	Subsequent phases	\$750.00	
	Engineering deposit		
	Phase I	\$500.00	
	Subsequent phases	\$400.00	
	<i>In addition to reimbursing the Village for all engineering and legal expenses incurred in preparing subdivision and certified survey map improvement agreements, the developer shall pay. Each development phase within a subdivision shall require a separate agreement</i>		
18.175	Water Impact Fees (based on meter size)		
	Inches:	Impact Fee:	
	5/8 and 3/4 Equivalency 1	\$928.00	
	1 Equivalency 2.5	\$2,320.00	
	1 1/4 Equivalency 3.75	\$3,480.00	
	1 1/2 Equivalency 5	\$4,640.00	
	2 Equivalency 8	\$7,424.00	
	3 Equivalency 15	\$13,920.00	
	4 Equivalency 25	\$23,200.00	
	6 Equivalency 50	\$46,400.00	
	Chapter 20 - Erosion Control and Stormwater Management		
20.14	Erosion Control and Stormwater Permit		
	Application	\$150.00	
	Checklist Control Plan	\$200.00	
	Plan Review and Inspection Fee Deposit:		
	0-2 acres	\$1,000.00	
	2-5 acres	\$2,000.00	
	5+ acres	\$3,500.00	
	<i>Upon completion of the Village review of the plans and acceptance of the implementation of the plans, the applicant shall reimburse the Village for any costs in excess of the deposit, and any excess deposit shall be returned to the applicant.</i>		
20.16	Variance and Appeal Requests	\$150.00	
	Public Stormwater Management Facilities Cost	See Erosion Control Application	
	Regional Stormwater Management Program Fee	See Erosion Control Application	
20.14(4)	Zoning Board of Appeals (variance)	\$150.00	