

PLAN COMMISSION AGENDA
Wednesday, May 28, 2025 at 7:00 PM

MEETING MINUTES

1) Call to order

Chair Ryan Czyzewski called the meeting to order at 7:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

2) Roll call

Members Present: Andrew Kidd, Destinee Udelhoven, Ben Vondra, Peggy Zalucha

Members Absent: Sarah Best, Jill Remmert-Willis

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

3) Public Comments

Czyzewski clarified procedure that public comments will now be at the beginning of the meeting. The following residents spoke in opposition of the Sienna Hills Phase 2 and presented many Phase 1 building and erosion control issues.

Priscilla Laufenberg at 91 Sienna Hills Cir, Caroly Bierman at 49 Sienna Hills Cir, Sandra Bartel at 84 Sienna Hills Cir, Dyanne Schwartz at 98 Sienna Hills Cir, Nancy Bruins at 112 Sienna Hills Cir, Dan Clement at West Main St.

4) Consent Agenda

a. Consideration of April 23, 2025 Meeting Minutes

b. Consideration of May 5, 2025 Special Meeting Minutes

Zalucha Motioned and Vondra seconded to approve the minutes of the April 23rd and May 5th meeting minutes. Motion carried by unanimous voice vote.

5) Agenda Items

a. Conditional Use Application for Deck Expansion 1001 Glen View CT

1. Public Hearing Conditional Use Deck Expansion 1001 Glen View Ct

The Hearing opened at 7:32pm and closed at 7:32.5pm. No one spoke.

2. Recommendation of Resolution 2025-06 for Deck Expansion 1001 Glen View Ct

Owen gave an overview of the code requiring corner lot front yard decks apply for a conditional use permit. The proposed deck meets all requirements. Zalucha Motioned and Udelhoven seconded to approve the recommendation of Resolution 2025-06 for 1001 Glen View Ct to the Village Board. Motion carried by unanimous voice vote.

b. **Conditional Use and Design Review Application: Surplus Suds, 301 W Main Street, Chad Ferguson of Keller Inc**

Keller Project Manager Chad Ferguson and Architect Eric Bauman gave an overview on the proposed construction of the laundromat, pet wash, paid shower facility and upstairs apartment. The renderings in the packet are outdated. Keller presented building material samples and revised renderings showing concrete steps and the night lighting. In addition, Keller stated they will connect the sidewalk to both streets.

1. **Public Hearing on Conditional Use for Street Yard Setback**

Public Hearing opened 7:43

Dan Clement who resides on Main St questioned the lighting and security. Keller informed street lighting and security cameras will be installed.

Public Hearing Closed 7:45

2. **Recommendation on Resolution 2025-07 Street Yard Setback for 301 W Main Street**

Rohr informed on the need for a Conditional Use Permit due to the setback exceeding three feet from the property line in the Central Business District. Udelhoven Motioned and Zalucha seconded to the recommendation of Resolution 2025-07 for 301 W Main St. Motion carried by unanimous voice vote.

3. **Consideration of Design Review Application for Surplus Suds, 301 W Main Street**

Rohr summarized the waivers & recommendations listed in the May 28, 2025 Memorandum in the agenda packet. The Commission discussed the building colors, resident parking, bicycle rack and venting. The owner informed of standard venting on the upper portion of the west side wall. Zalucha Motioned to include the recommendations in the May 28th Memorandum excluding item 4 which was previously agreed to in Item B. Kidd seconded to consideration of Design Review for 301 W Main St. Motion carried by unanimous voice vote.

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

Owen gave an overview on the CSM. Property owner Mark Nortman is planning to build a duplex on the lot. Udelhoven Motioned and Vondra seconded to the Consideration of the CSM for 515-517 Alan Dr. Motion carried by unanimous voice vote.

d. **Concept Presentation: Phase 2 Sienna Hills and Self Storage, Rich Eberle**

Owen and Developer Rich Eberle gave a brief overview on the market-rate 16-unit condominium development and storage units. Wade Wyser from Wyser Engineering elaborated on the challenges with the project and the proposed private road. The

Commission discussed the project and the private road. Owen stated the private road will not be permitted due to safety standards and the Village is willing to discuss the width of the public road. The Commission would like Phase 1 complaints addressed. Owen to check on future fund requirements and address the current issues presented by the property owners.

e. **Concept Discussion, Kelly Tichnor, 208 Meadow View RD, Rezone to R-2 Two Family Residential**

Property owner Kelly Tichnor spoke and informed of a letter she sent to the surrounding neighbors regarding the R-1 to R-2 rezone for a proposed zero-lot duplex remodel. The Commission discussed the rezone and instructed the owner to continue gathering feedback from the neighbors.

f. **Review of Ethics Code**

Czyzewski reminded the Commission of the Village Policy.

6) **Committee Reports:**

a. **Plan Commission Chair Report**

1. **First Choice Dental Vent Update**

The vents are painted. Czyzewski reported that the Town of Vermont Boundary Agreement was approved and the review of a possible agreement with the Town of Springdale.

b. **Village Planner Report**

No Report.

c. **Building Inspector Report**

Report in packet and Village approved 3CInspect LLC as the new inspection service.

7) **Meeting adjournment.**

Udelhoven Motioned and Czyzewski seconded to the adjournment at 9:19pm. Motion carried by unanimous voice vote.