



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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**HISTORIC PRESERVATION COMMISSION AGENDA**

**Wednesday, July 23, 2025 at 6:00 PM**

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Public Comments
- 3) Agenda Items
  - a. Consideration of June 25, 2025, Meeting Minutes
  - b. Concept Presentation for Mount Horeb School District Primary Center Addition
  - c. 214-220 E Main Street Redevelopment Concept Presentation
  - d. Discussion on Design Review Standards for Zoning Code Rewrite
  - e. Review of Awards Form
  - f. Update on Certified Local Government Grant
- 4) Local Preservation Group Reports
  - a. Mount Horeb Area Historical Society
  - b. Mount Horeb Landmarks Foundation
- 5) Future agenda items
- 6) Meeting adjournment.

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**HISTORIC PRESERVATION COMMISSION AGENDA**  
**Wednesday, June 25, 2025 at 6:00 PM**

**DRAFT MEETING MINUTES**

**1) Call to order**

Chair Marc Schellpfeffer called the meeting to order at 6:00 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

Members Present: Megan Ince, Maura Overland, Jackie Sale, Destinee Udelhoven

Others Present: Assistant Clerk Jean Culberson

**2) Public Comments**

The following individuals spoke in support of downtown growth and height of buildings: Steve Shulfer from Sketchworks Architecture, Developer Jeff Grundahl, Dawn Henderickson from Gallina Management.

Brian Ladow, 4036 Twin Ct, Ridgeway, spoke in opposition of the downtown height.

Blake Boegli, 2501 Parameter St, Middleton, registered in support of downtown growth.

**3) Agenda Items**

**a. Consideration of May 28, 2025 Meeting Minutes**

Udelhoven Motioned and Overland seconded to approve the May 28, 2025 minutes. Motion carried by unanimous voice vote.

**b. Discussion on Downtown Height Limit in Zoning Code Rewrite**

Wyser Engineering surveyed the height of the Opera House from street level to the gutter as 35.09 feet. The Commission discussed the downtown area and the height vs scale of the downtown area. Udelhoven Motioned to recommendation to Plan Commission of forty feet from adjacent sidewalk and Sale seconded. Motion carried by unanimous voice vote with exception to Schellpfeffer who opposed.

**c. Review of Awards Form**

Udelhoven summarized the six-page form. Udelhoven to amend the form to double-state the requesting of photos.

**d. Review of Ethics Code**

Members are to contact Village Administrator Nic Owen if they have any questions on the code.

**4) Local Preservation Group Reports**

**a. Mount Horeb Area Historical Society**

Udelhoven updated the Commission on Mark Johnson's application.

**b. Mount Horeb Landmarks Foundation**

No report but successful School Days program at the School House.

**5) Future agenda items**  
Ongoing and future training.

**6) Meeting adjournment.**

Overland Motioned, Ince seconded to Meeting adjournment at 6:56 pm. Motion carried by unanimous voice vote.

**Minutes by Assistant Clerk Jean Culberson**



## AGENDA ITEM REPORT

### MEETING DATE

July 23, 2025

### PREPARED BY

Nicholas Owen, Administrator

### AGENDA ITEM # 3.b

Concept Presentation for Mount Horeb School District Primary Center Addition

### BACKGROUND

Representatives from Bray Architects will be present to discuss the proposed addition to the Historic Primary Center Building.

### RECOMMENDATION

### ATTACHMENTS

1. MHPC Architecture-History Investigations
2. 3605\_MHPC\_Historic Preservation Comm REV 2025-07-23

04/15/2025

Ryan Sands  
Executive Vice President, Architect  
Bray Architects  
829 S. 1<sup>st</sup> St.  
Milwaukee, WI 53204

Re: Architecture/History Investigations  
Mount Horeb Primary Center  
207 Academy St.  
Village of Mount Horeb  
Dane County, WI  
UWM-CRM: 2023-1362

Dear Mr. Sands,

In March 2025, UWM-Cultural Resource Management conducted investigations for the above-named project in accordance with Wis. Stat. §44.40. The project consists of the construction of a rear addition and limited interior renovations to the Mount Horeb Primary Center building and the demolition of the Mount Horeb Early Learning Center in the village of Mount Horeb, Dane County, Wisconsin. See Attachment 1 for project location map. Given the project description and its potential to impact the project area, an Area of Potential Effect (APE) was established to include the school district parcels on which the Primary Center and Early Learning Center buildings are located. Per Wis. Stat. §44.40, all previously surveyed resources (i.e., those resources included in the Wisconsin Historic Preservation Database) within this APE were examined for potential historical and/or architectural significance.

#### **Literature Search**

Prior to the field survey, UWM-CRM conducted a literature review that included searches of the National Register of Historic Places (NRHP) and the Wisconsin Historic Preservation Database (WHPD). One property was identified in both databases:

- Mount Horeb Public School (Mount Horeb Primary Center), 207 Academy Street (AHI 5615, NR 10000298)

The Mount Horeb Early Learning Center has not been previously surveyed and is not NRHP listed. A number of other previously surveyed properties were identified in the surrounding area but are not considered to be within the project APE. See Attachment 2 for previously surveyed property locations.

#### **Field Survey**

UWM-CRM conducted a site visit on March 24, 2025 to view and photograph the Mount Horeb Primary Center property. This building was listed in the National Register of Historic Places in

2010 under *Criterion A: Education* for its association with the history of public school education in the village of Mount Horeb from 1919 to 1963. The building was constructed in 1918 in a Prairie School style as designed by the prominent Madison-based firm of Claude & Starck, with a 1941 addition designed by Law, Law & Potter, another prominent Madison-based architectural firm. The building served as the village's only public school building, housing grades 1 through 12, until 1963. It remains under the ownership of Joint School District No.1 and serves as a public elementary school. The March 2025 site visit confirmed that the building remains extant, retains integrity (despite the construction of a new east wing in 2012), and is in good condition. See below for current photos.



*Mount Horeb Primary Center, 207 Academy St., AHI 5615, views of the north and west elevations (top left), west and south elevations (top right), south and east elevations (bottom left), and east and north elevations (bottom right).*

### **Effects Assessment and Recommendations**

The result of this investigation is that one historic resource is located within the project APE: Mount Horeb Primary Center at 207 Academy Street. This property is NRHP listed. The proposed work includes alterations to this building, including the construction of a two-story rear addition and limited renovation to select interior spaces (see Attachment 3 for preliminary project plans). The exterior work is confined to a portion of the rear elevation and will not be visible from the building's primary façade; in addition, the proposed addition will be lower in height than the historic building and has been designed to avoid obscuring the historic building's distinctive, semicircular kindergarten wing. The interior of the historic building was substantially renovated in 2011-2012 when the existing east wing was constructed so that few historic interior elements remain; as such, the proposed interior alterations to select spaces will not significantly impact the building's existing interior integrity. The building is listed in the NRHP under *Criterion A* for its association with the

history of public schooling in Mount Horeb (rather than under *Criterion C* for its architectural style or form); the building will continue to be recognizable as a historic school building and it will continue to serve in its current capacity as a public elementary school. Finally, although the demolition of the neighboring Early Learning Center building will impact the existing setting of the NRHP-listed Primary Center, the Early Learning Center building does not contribute to the historic significance of the NRHP-listed building and its demolition will not diminish the property's historic significance. For these reasons, a no adverse effect recommendation is considered appropriate, pending review by the State Historic Preservation Office (SHPO). However, if SHPO determines that the project constitutes an adverse effect to the NRHP-listed building, actions to mitigate this adverse effect will be recommended.

Please feel free to contact me at [grklein@uwm.edu](mailto:grklein@uwm.edu) with any questions or concerns.

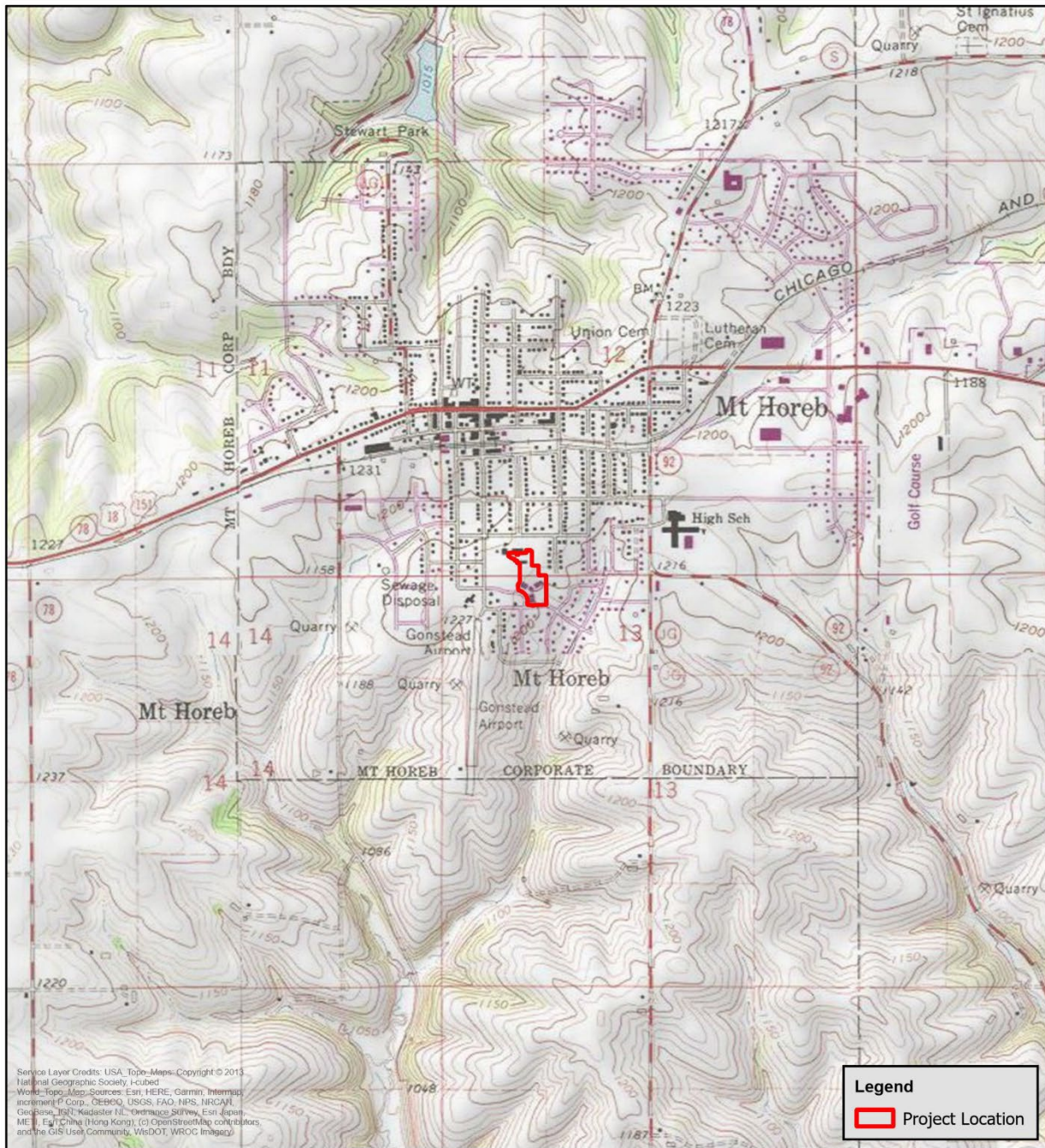
Best Regards,

Gail Klein

*Architectural Historian*

*UWM-Cultural Resource Management*


# Attachment 1: Project Location

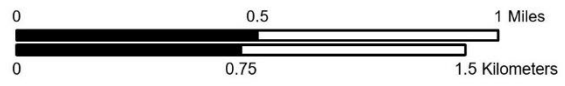


Service Layer Credits: USA, Topo-Maps, Copyright © 2013 National Geographic Society, i-Cubed  
 World Topo Maps Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, Geobase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, OpenStreetMap contributors, and the GIS User Community, GeoDOT, WRCG Imagery

Map Details: UWM-CRM 2023-1362  
 Coordinate System: NAD 1983 HARN Wisconsin TM  
 Projection: Transverse Mercator  
 Datum: North American 1983 HARN  
 Created by: UWM-CRM 3/31/2025  
 WHPD Layers Referenced: 3/31/2025  
 Layout Design: N. J. Weber

**Project Location**  
 Mount Horeb Primary Care 207 Academy Street  
 Village of Mt Horeb, Dane County  
 T6N R6E Section 12, 13

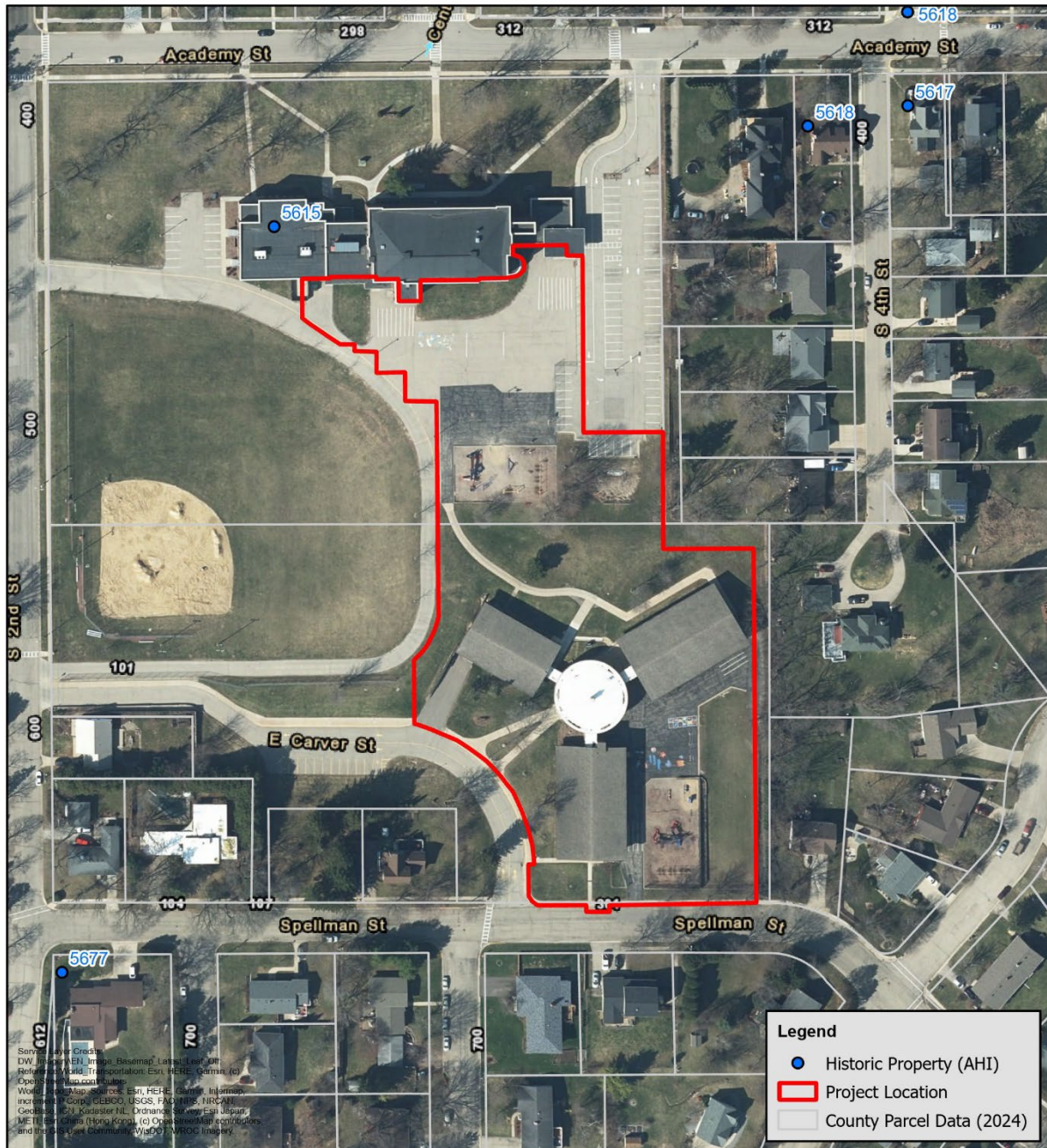
**Legend**  
 Project Location



1:24,000

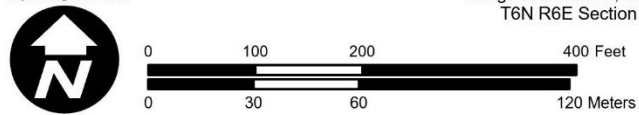


# Attachment 2: Previously Surveyed Properties

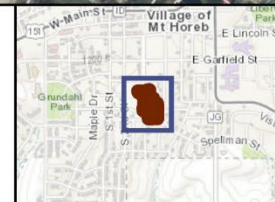


Map Details: UWM-CRM 2023-1362  
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 Datum: North American 1983 HARN  
 Created by: UWM-CRM 3/31/2025  
 WHPD Layers Referenced: 3/31/2025  
 Layout Design: N. J. Weber

Previously Recorded Historic Properties  
 Adjacent to the Project Location  
 Mount Horeb Primary Care 207 Academy Street  
 Village of Mt Horeb, Dane County  
 T6N R6E Section 12, 13



1:2,000



**SCHEMATIC DESIGN - SITE PLAN | MT. HOREB PRIMARY CENTER**

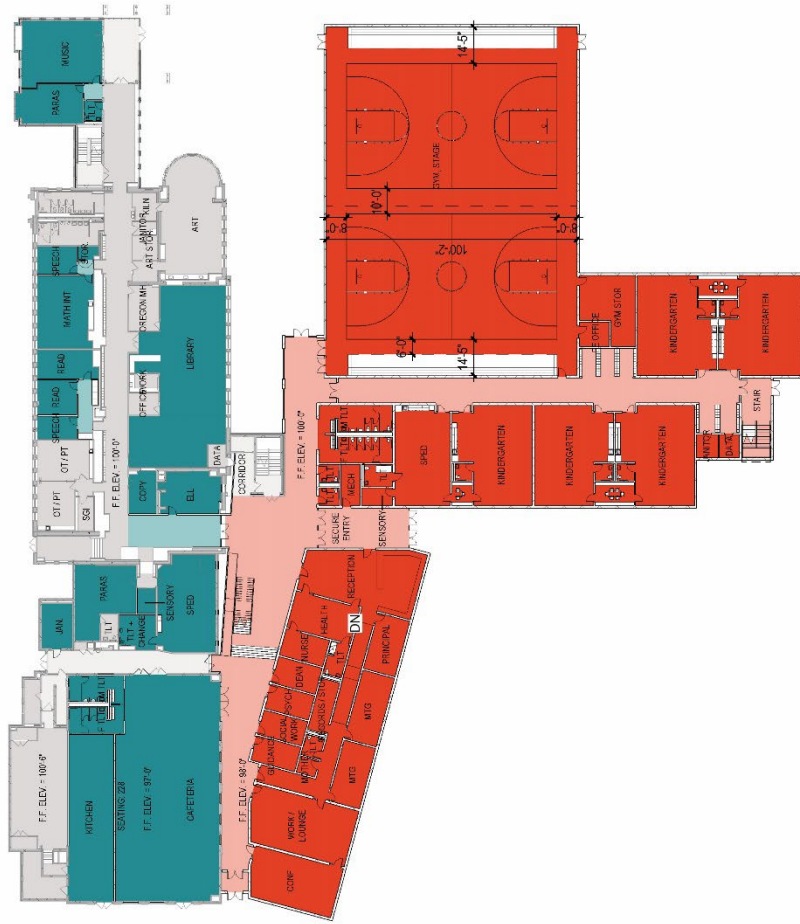


project 3605 //

Scale: 1" = 100'-0"

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# SCHEMATIC DESIGN - FIRST FLOOR | MT. HOREB PRIMARY CENTER

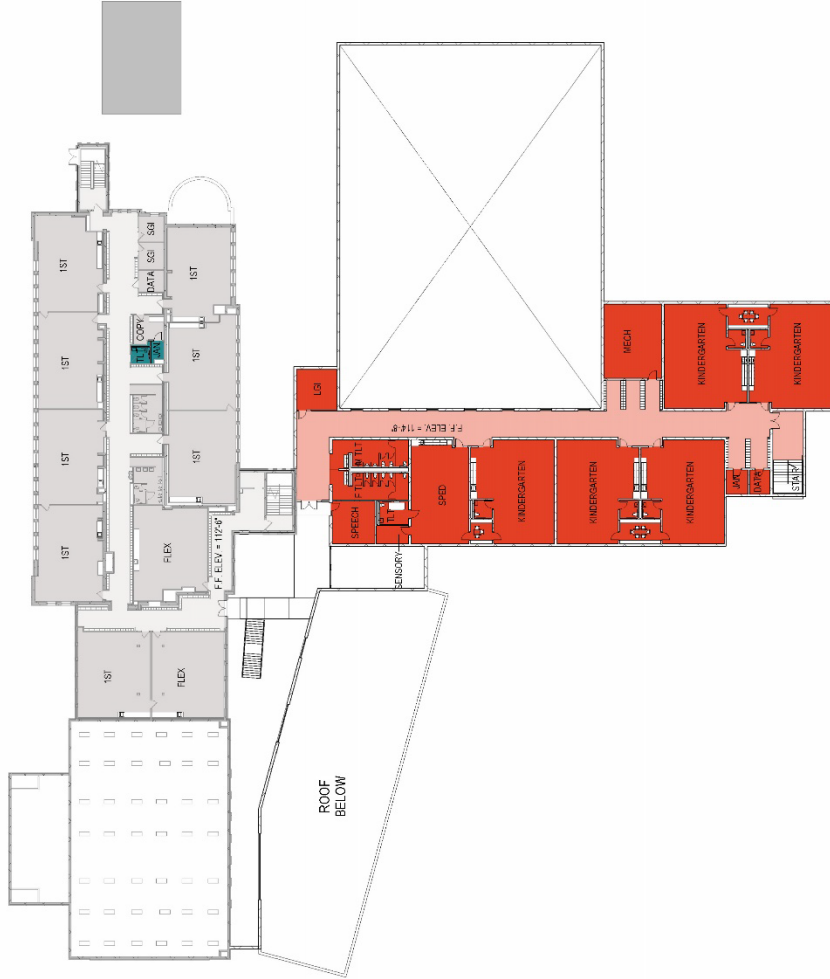


project 3605 //

Scale: 1" = 40'-0"

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# SCHEMATIC DESIGN - SECOND FLOOR | MT. HOREB PRIMARY CENTER



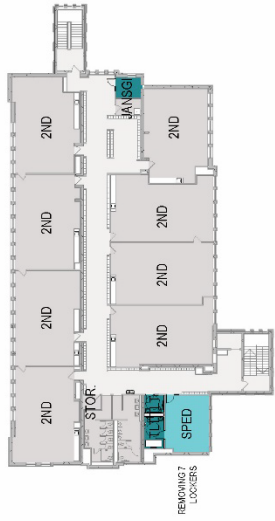
project 3605 //

Scale: 1" = 40'-0"

**BRAY**ARCHITECTS

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**SCHEMATIC DESIGN - LOWER LEVEL + THIRD FLOOR | MT. HOREB PRIMARY CENTER**



**THIRD FLOOR - SCHEMATIC**



**LOWER LEVEL - SCHEMATIC**

project 3605 //

Scale: 1" = 40'-0"

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# Historic Preservation Commission Meeting

Village of Mount Horeb

Mount Horeb Area School District

July 23, 2025

# BRAYARCHITECTS



# Project Update





# mount horeb primary center expansion

After a successful referendum vote and support by the community, the design process has been progressing through schematic design and design development phases. The results of this process are enclosed.

We've had multiple user group meetings with staff including Kindergarten, Speech, Math intervention, Special Education, Athletics, Administration, Health, Library, Kitchen, Reading intervention and Music.

Construction Documents are underway.



# site historic photos



1919

courtesy of Mount Horeb Area Historical Society/Driftless Historium



1924

# site historic photos



1925

courtesy of Mount Horeb Area Historical Society/Driftless Historium



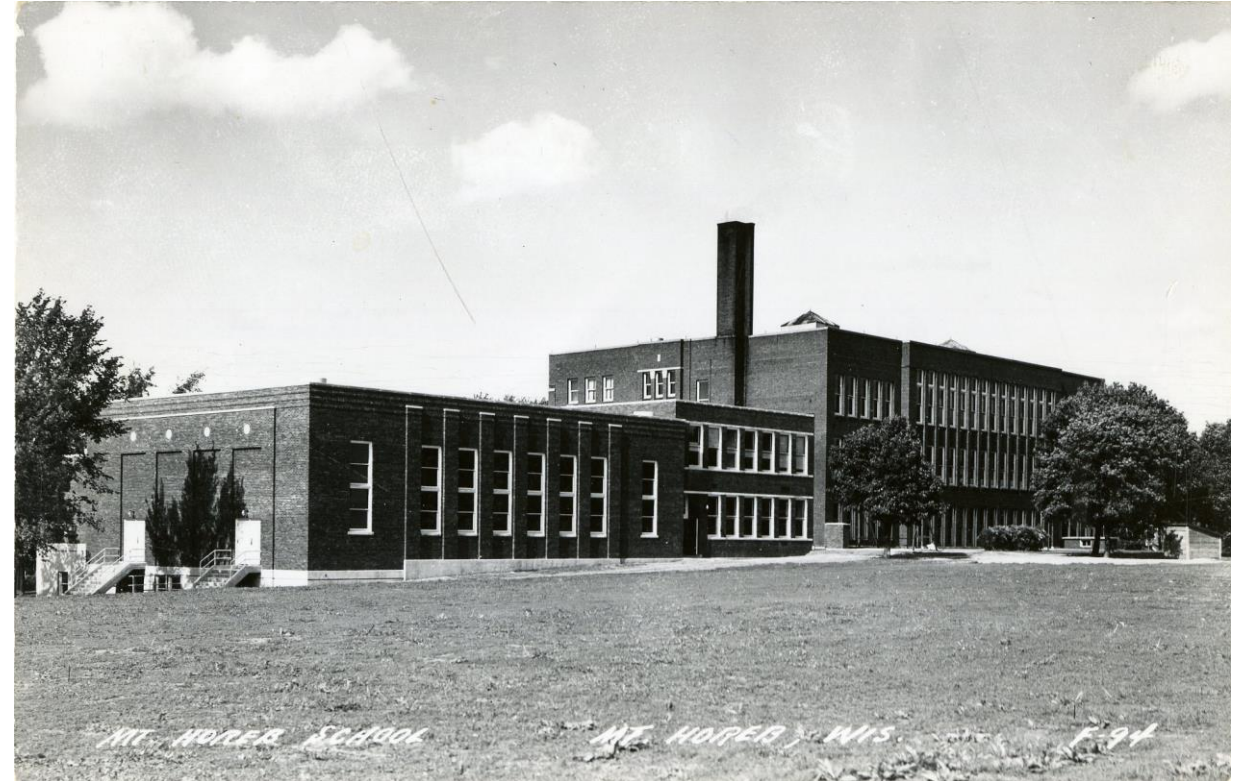
1930s south side

# site historic photos



1940s

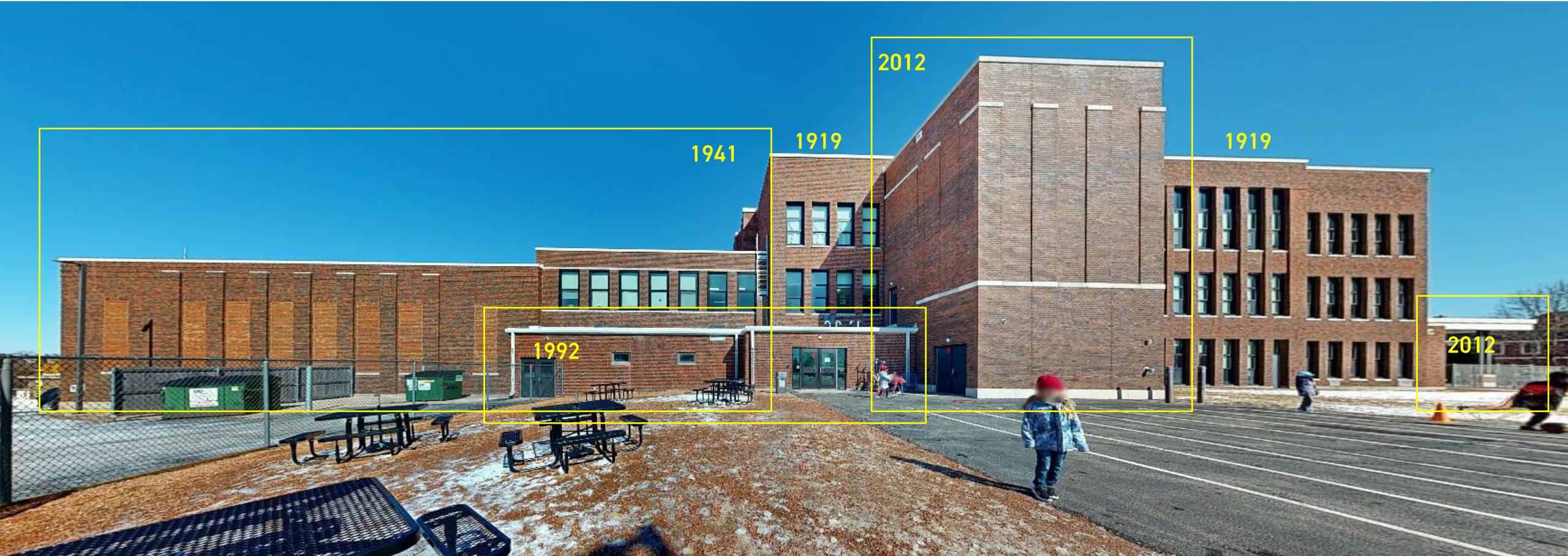
courtesy of Mount Horeb Area Historical Society/Driftless Historium



1940s south side

# site

## south elevation



# site current photos



courtesy of Google Maps

# site plan

## west elevation



# site plan

## south elevation



# site plan

## east elevation



# site plan

## northeast elevation



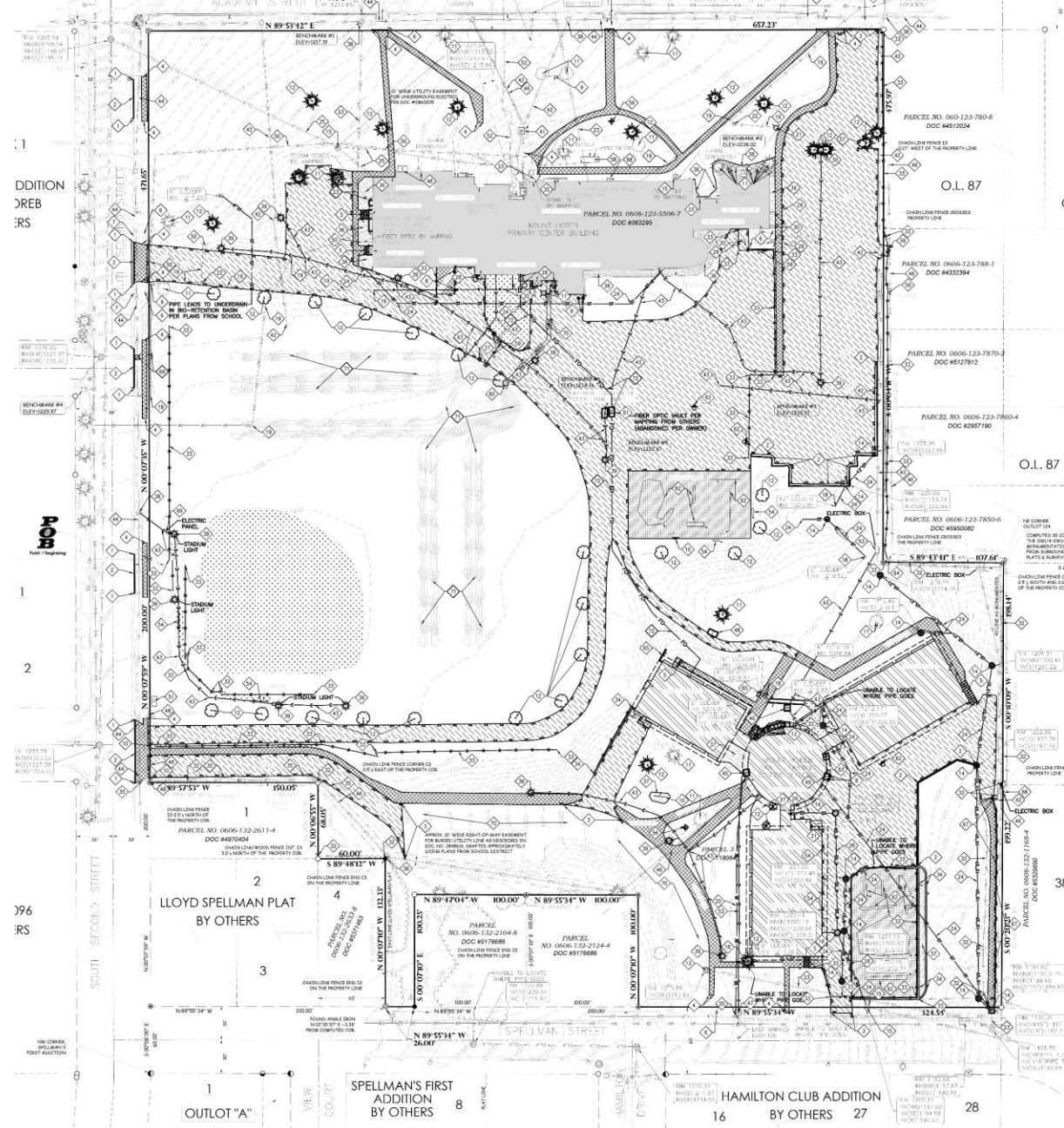
# MHPC UWM Cultural Resource Management

## Effects Assessment and Recommendations

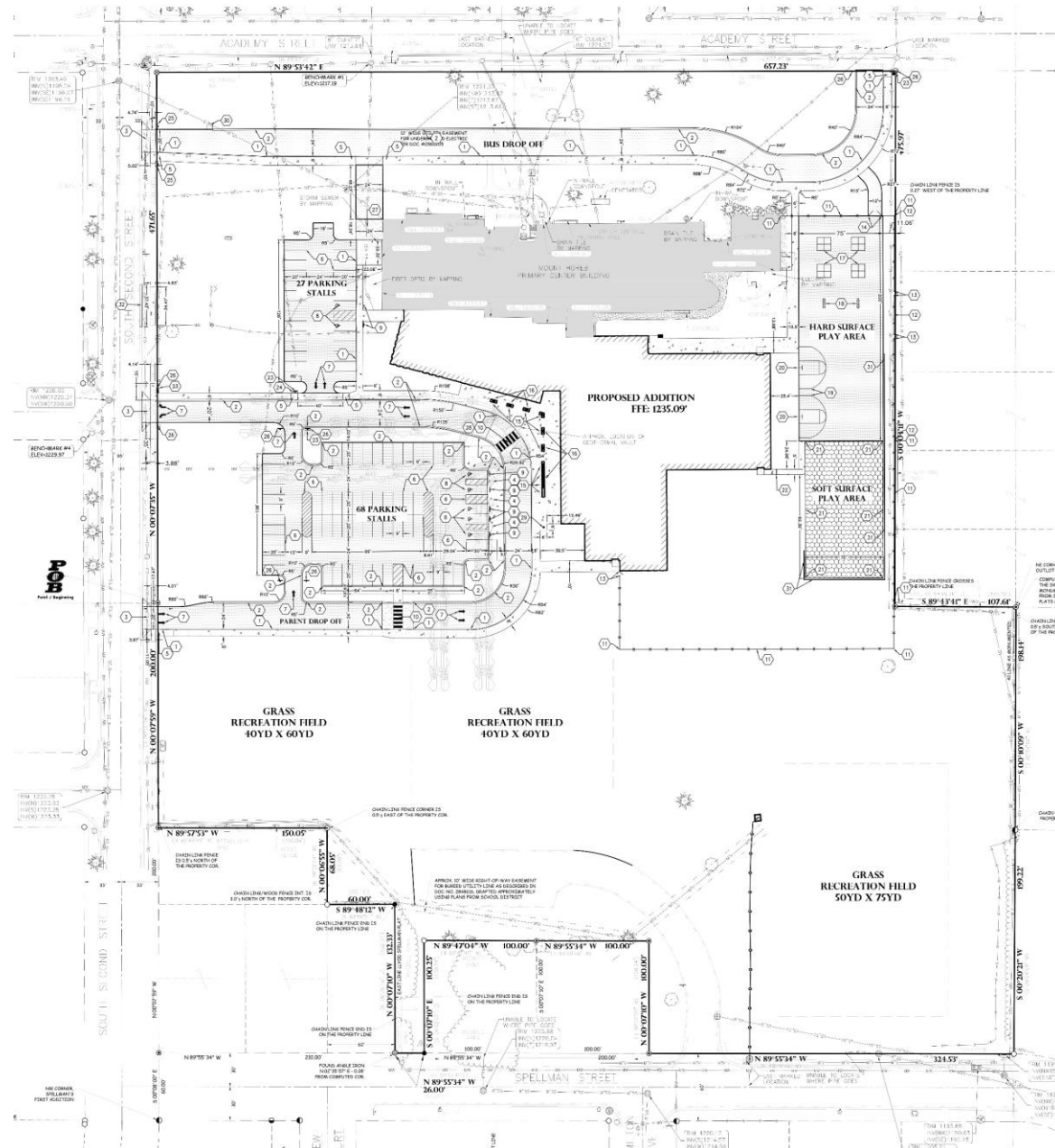
The proposed work includes alterations to this building, including the construction of a two-story rear addition and limited renovation to select interior spaces. The exterior work is confined to a portion of the rear elevation and will not be visible from the building's primary façade; in addition, the proposed addition will be lower in height than the historic building and has been designed to avoid obscuring the historic building's distinctive, semicircular kindergarten wing. The interior of the historic building was substantially renovated in 2011-2012 when the existing east wing was constructed so that few historic interior elements remain; as such, the proposed interior alterations to select spaces will not significantly impact the building's existing interior integrity.

The building is listed in the NRHP under Criterion A for its association with the history of public schooling in Mount Horeb (rather than under Criterion C for its architectural style or form); the building will continue to be recognizable as a historic school building and it will continue to serve in its current capacity as a public elementary school. Finally, although the demolition of the neighboring Early Learning Center building will impact the existing setting of the NRHP-listed Primary Center, the Early Learning Center building does not contribute to the historic significance of the NRHP-listed building and its demolition will not diminish the property's historic significance. For these reasons, a no adverse effect recommendation is considered appropriate, pending review by the State Historic Preservation Office (SHPO). However, if SHPO determines that the project constitutes an adverse effect to the NRHP-listed building, actions to mitigate this adverse effect will be recommended.

# site plan demolition

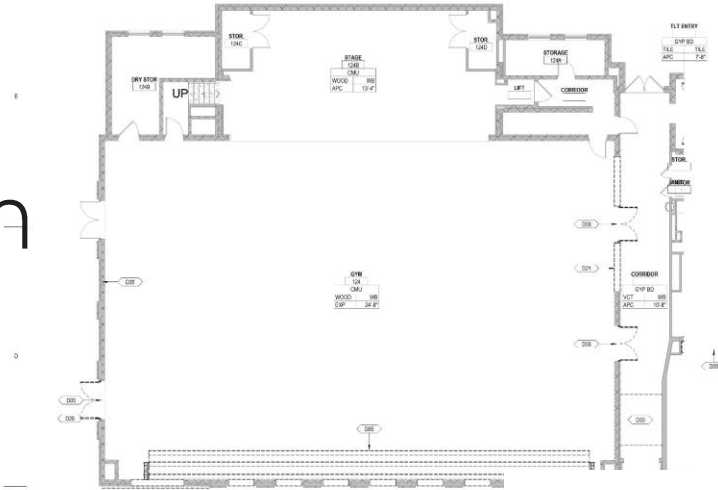


# site plan revised plan

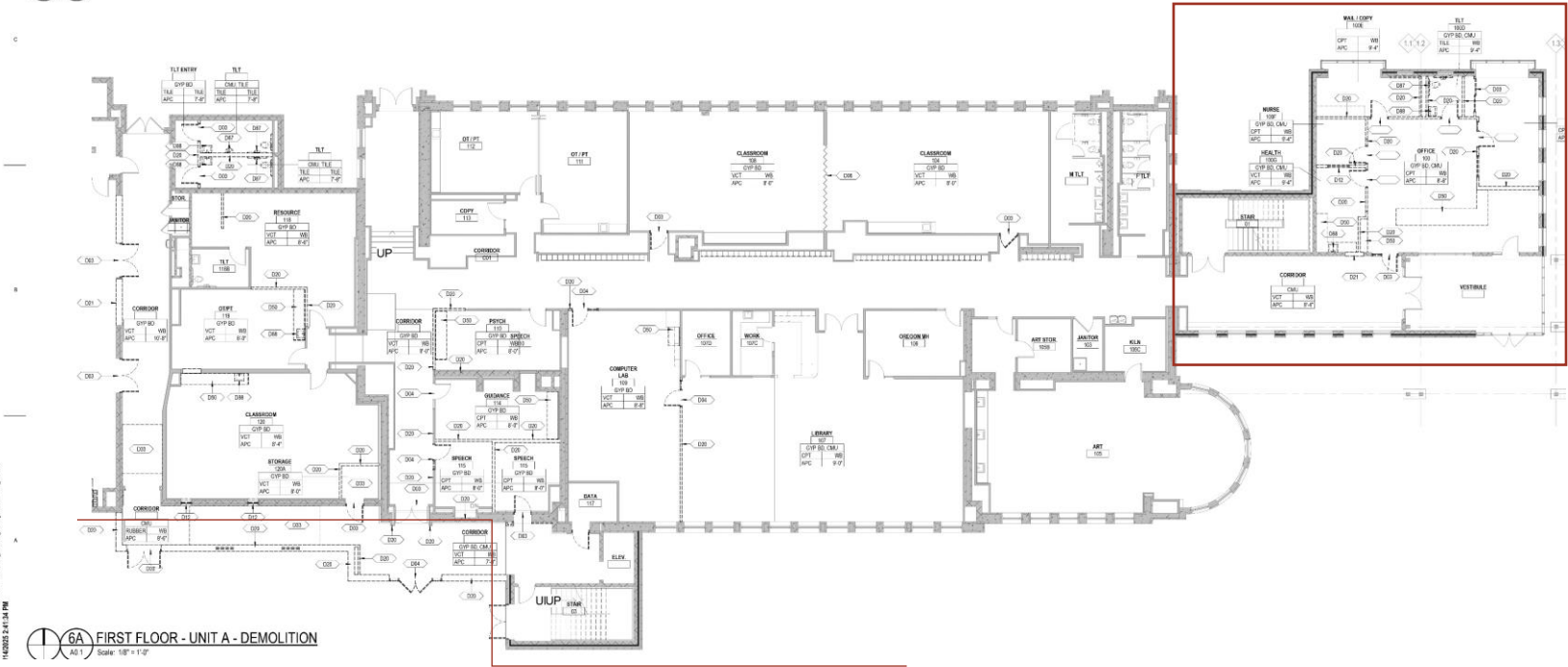




# Primary Center first floor demolition



6C FIRST FLOOR - UNIT B - DEMOLITION  
Scale: 1/8" = 1'-0"



6A FIRST FLOOR - UNIT A - DEMOLITION  
Scale: 1/8" = 1'-0"

# Primary Center

first floor demolition



# Primary Center

first floor demolition



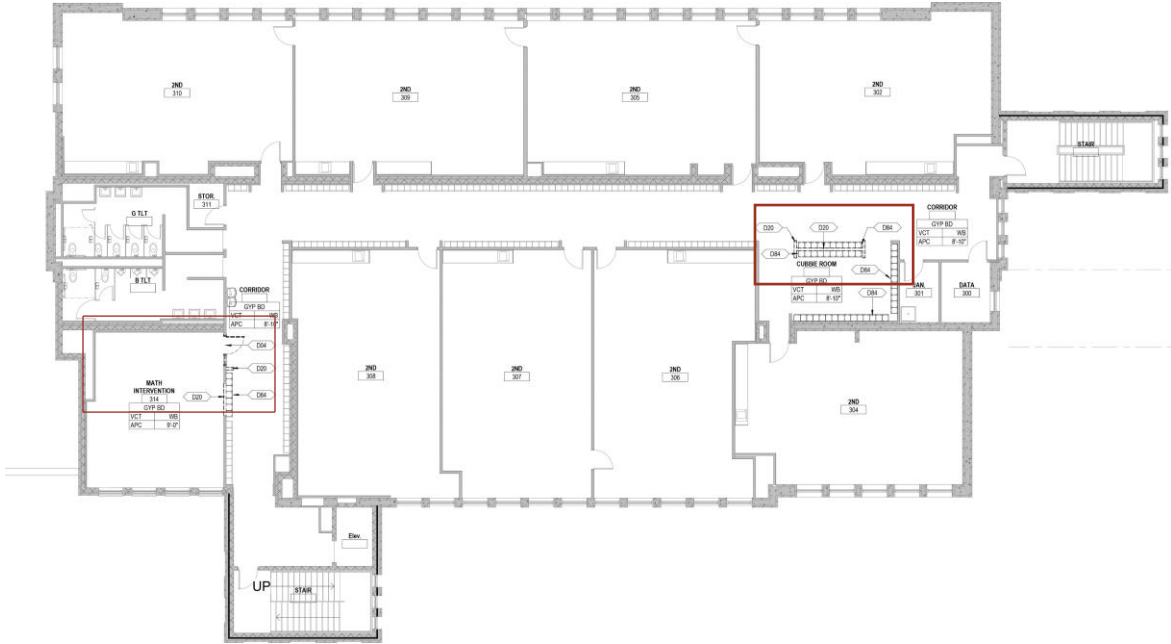


# Primary Center

## second floor demolition



# Primary Center third floor demolition



5B THIRD FLOOR - DEMOLITION  
Scale: 1/8" = 1'-0"

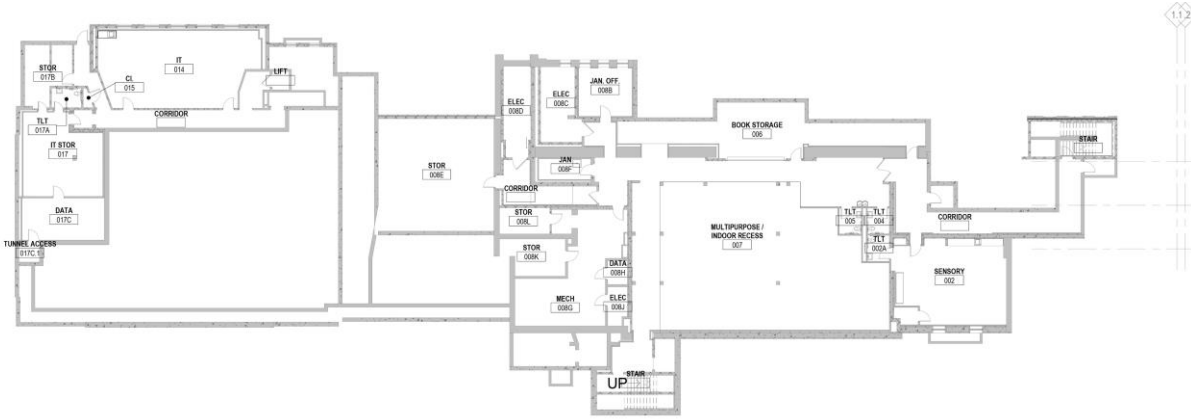
UNIT 8

# Primary Center third floor demolition



# Primary Center

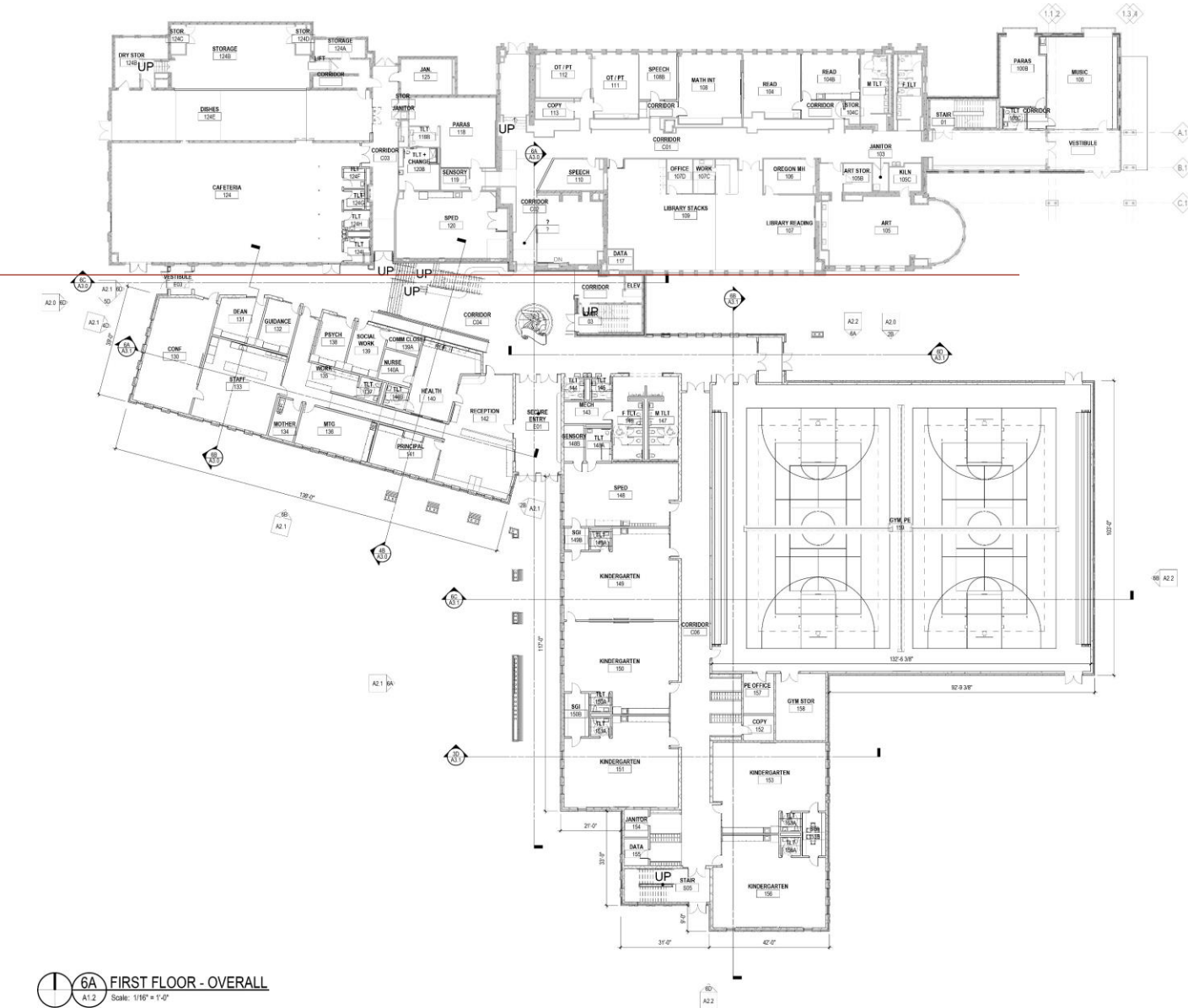
revised lower-level plan



5C LOWER LEVEL - OVERALL  
A1.1 Scale: 1/8" = 1'-0"

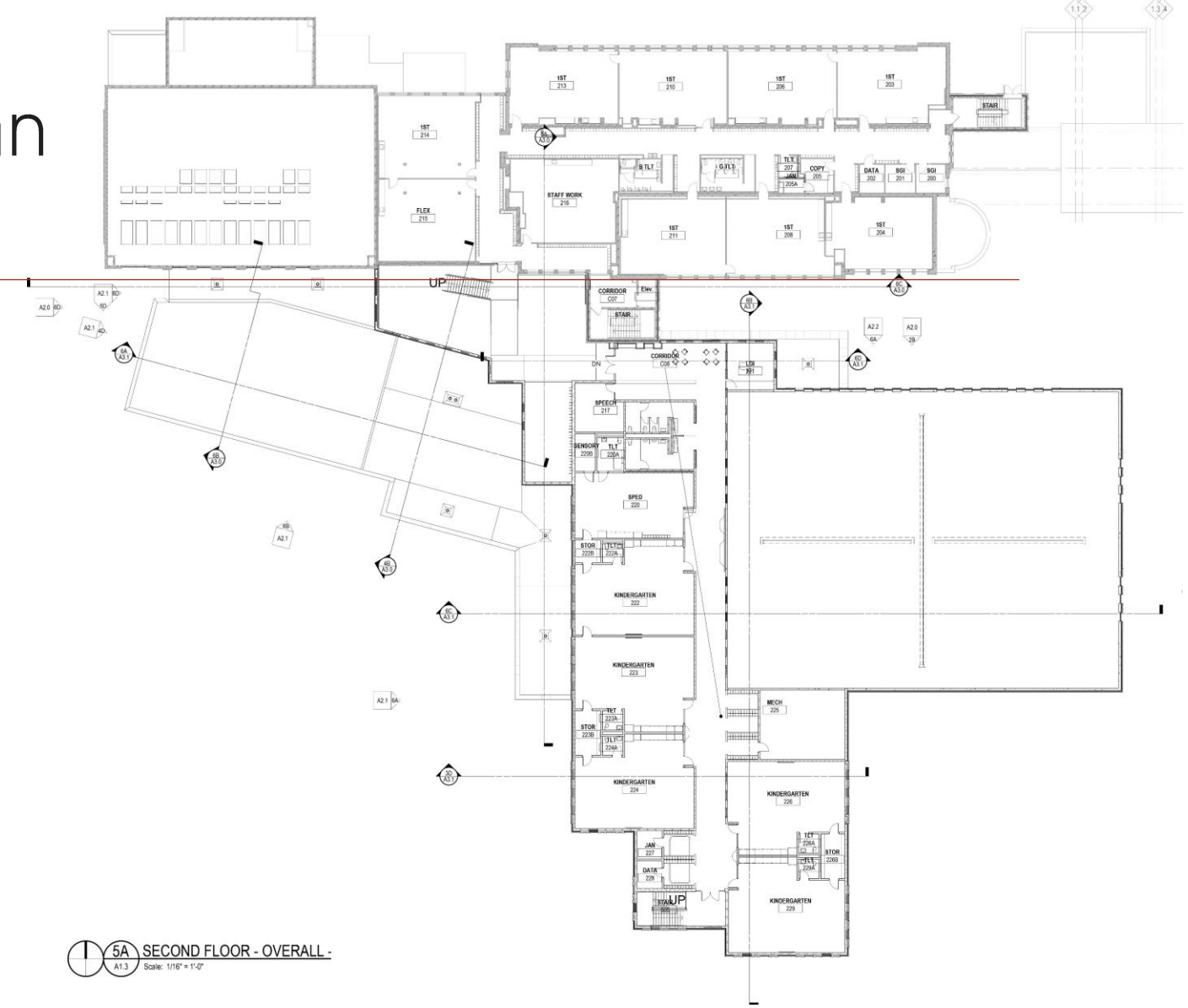
# Primary Center

## revised first floor plan



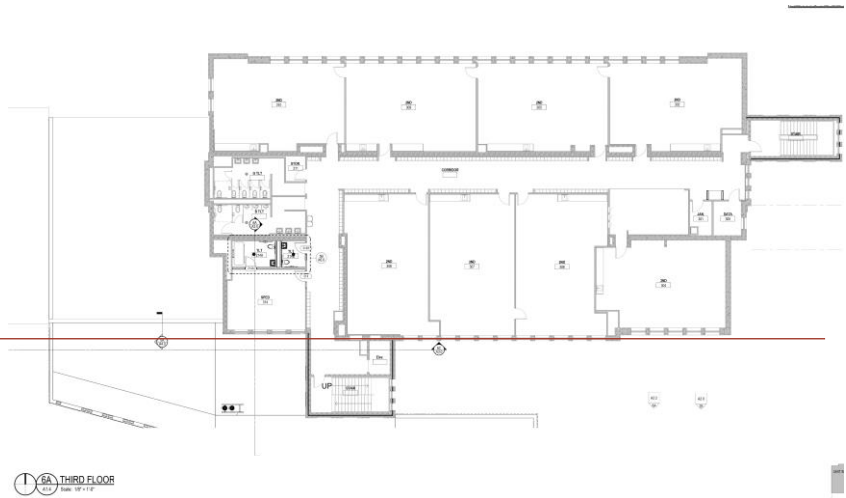
# Primary Center

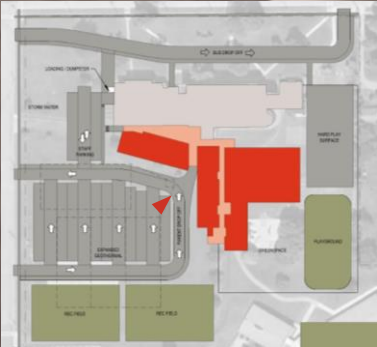
## revised second floor plan

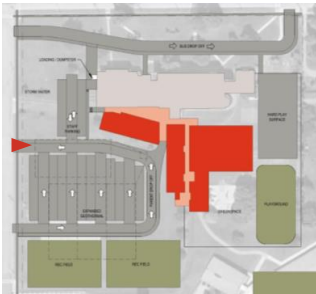


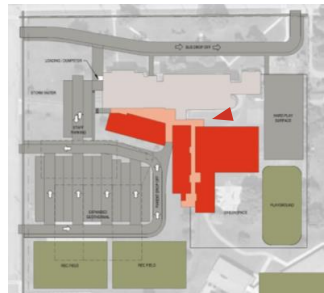
# Primary Center

revised third floor plan











# Next Steps



# Next Steps

- Continue with design and construction documents
- Submit project to the Village of Mount Horeb for formal review this Fall





# Questions?



**BRAYARCH**



**Thank you!**

**BRAYARCHITECTS**



## AGENDA ITEM REPORT

### MEETING DATE

July 23, 2025

### PREPARED BY

Nicholas Owen, Administrator

### AGENDA ITEM # 3.c

214-220 E Main Street Redevelopment Concept Presentation

### BACKGROUND

The developer has been using the feedback from the public and the Commission to revise their plans and make their second concept presentation for the redevelopment of the site.

### RECOMMENDATION

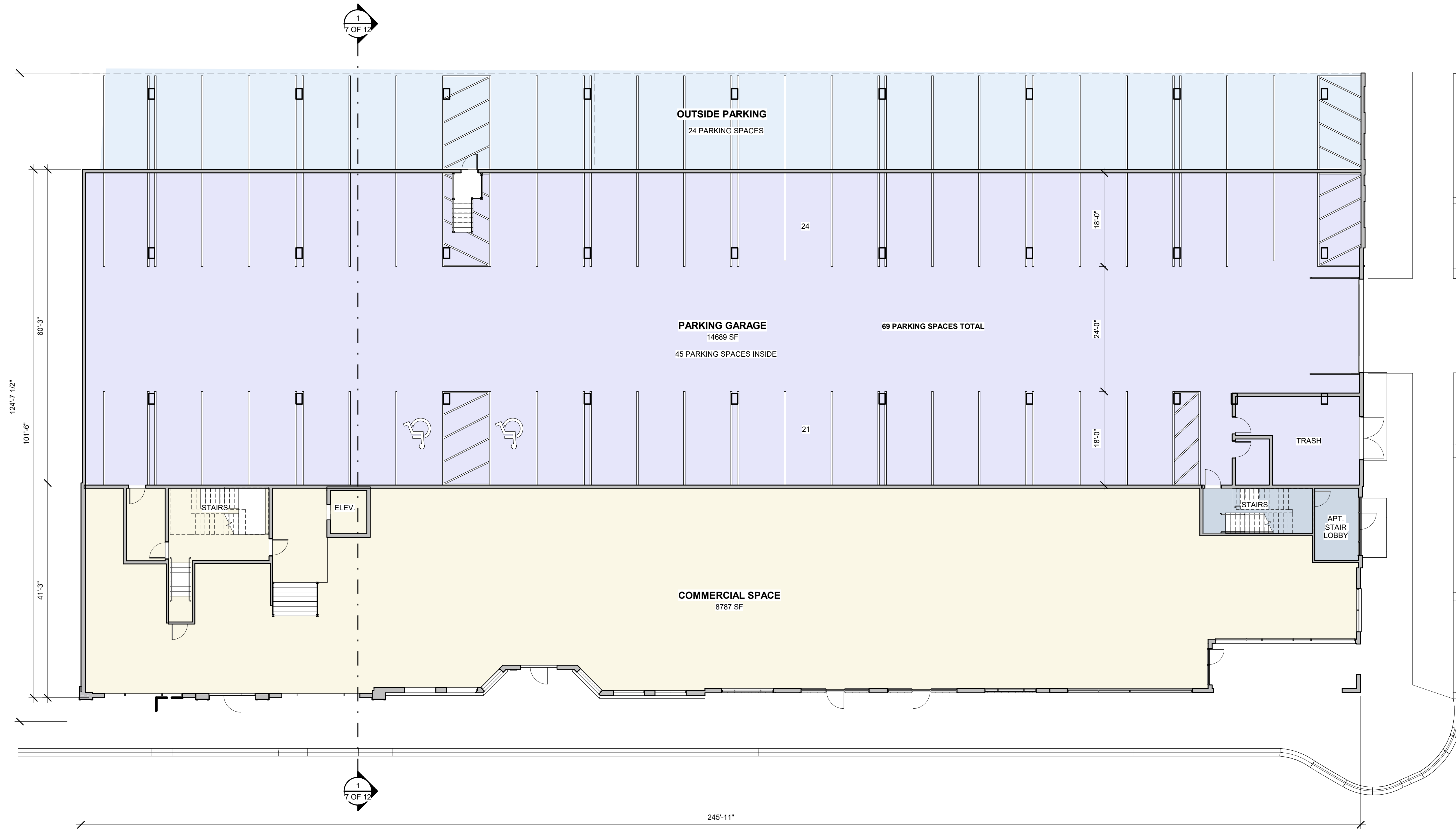
### ATTACHMENTS

1. 250718\_Plan Commission Submittal
2. 723PlanCommisionSubmitalRefPhotosRevised



# MOUNT HOREB - MAIN ST MIXED USE BLDG

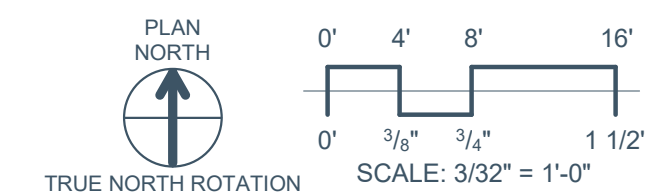
DATE: 07/18/2025 COVER



FIRST FLOOR PLAN - COMMERCIAL SPACE, PARKING

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT FLOOR PLANS



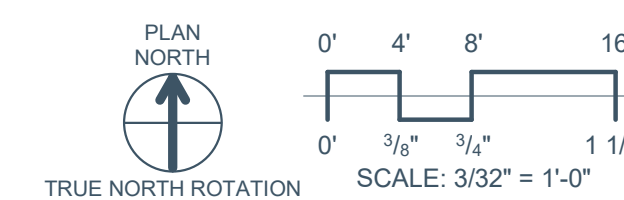
DATE: 07/18/2025 1 OF 12



SECOND FLOOR PLAN

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT FLOOR PLANS



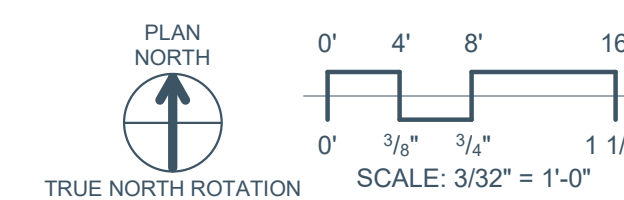
DATE: 07/18/2025 2 OF 12



THIRD FLOOR PLAN

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT FLOOR PLANS



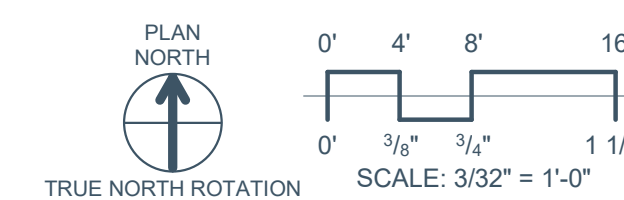
DATE: 07/18/2025 3 OF 12



FOURTH FLOOR PLAN

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT FLOOR PLANS



DATE: 07/18/2025 4 OF 12



**1** WEST ELEVATION - B&W  
1/16" = 1'-0"



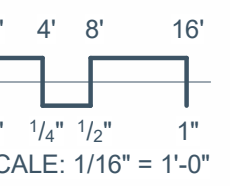
**2** NORTH ELEVATION - B&W  
1/16" = 1'-0"



**3** SOUTH ELEVATION - B&W  
1/16" = 1'-0"

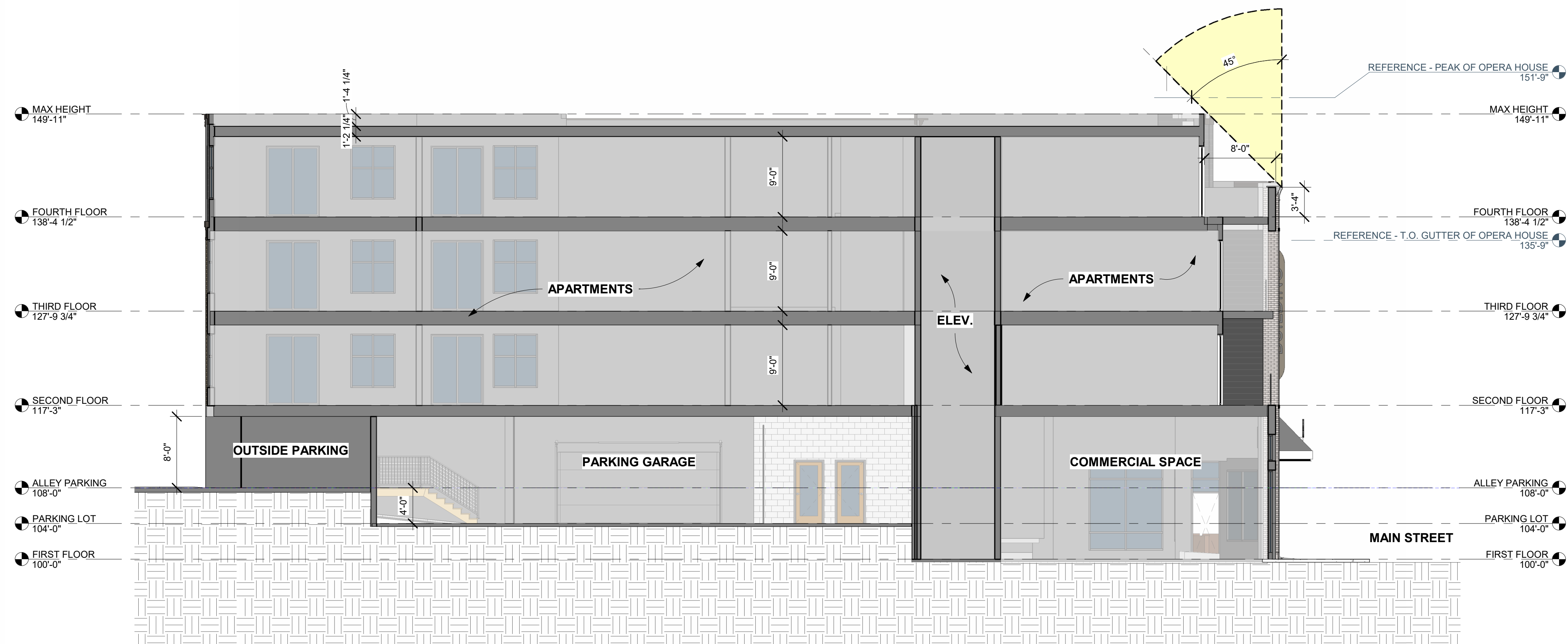


**4** EAST ELEVATION - B&W  
1/16" = 1'-0"

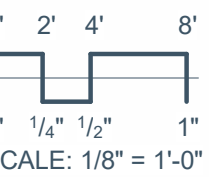


# MOUNT HOREB - MAIN ST MIXED USE BLDG

DATE: 07/18/2025 5 OF 12



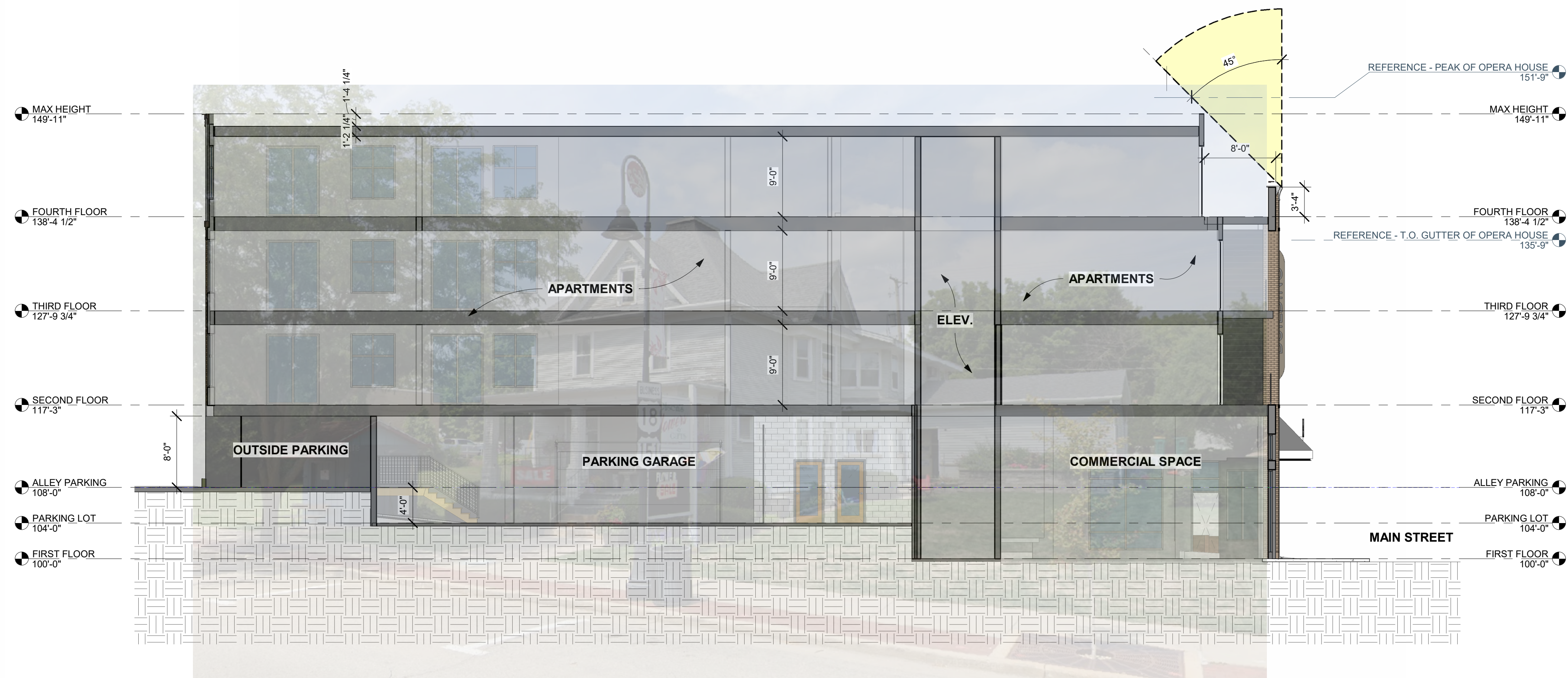
BUILDING SECTION - GRADE CHANGES



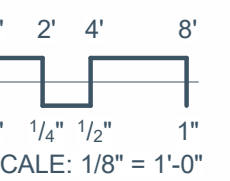
# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT DESIGN - BUILDING SECTION

DATE: 07/18/2025 6 OF 12



BUILDING SECTION - EXISTING ON SITE BUILDING HEIGHT COMPARISON



# MOUNT HOREB - MAIN ST MIXED USE BLDG

DATE: 07/18/2025 7 OF 12

## CONCEPT DESIGN - BUILDING SECTION





3D VIEW - SOUTH EAST



3D VIEW - SOUTH WEST



3D VIEW - NORTH EAST

# MOUNT HOREB - MAIN ST MIXED USE BLDG

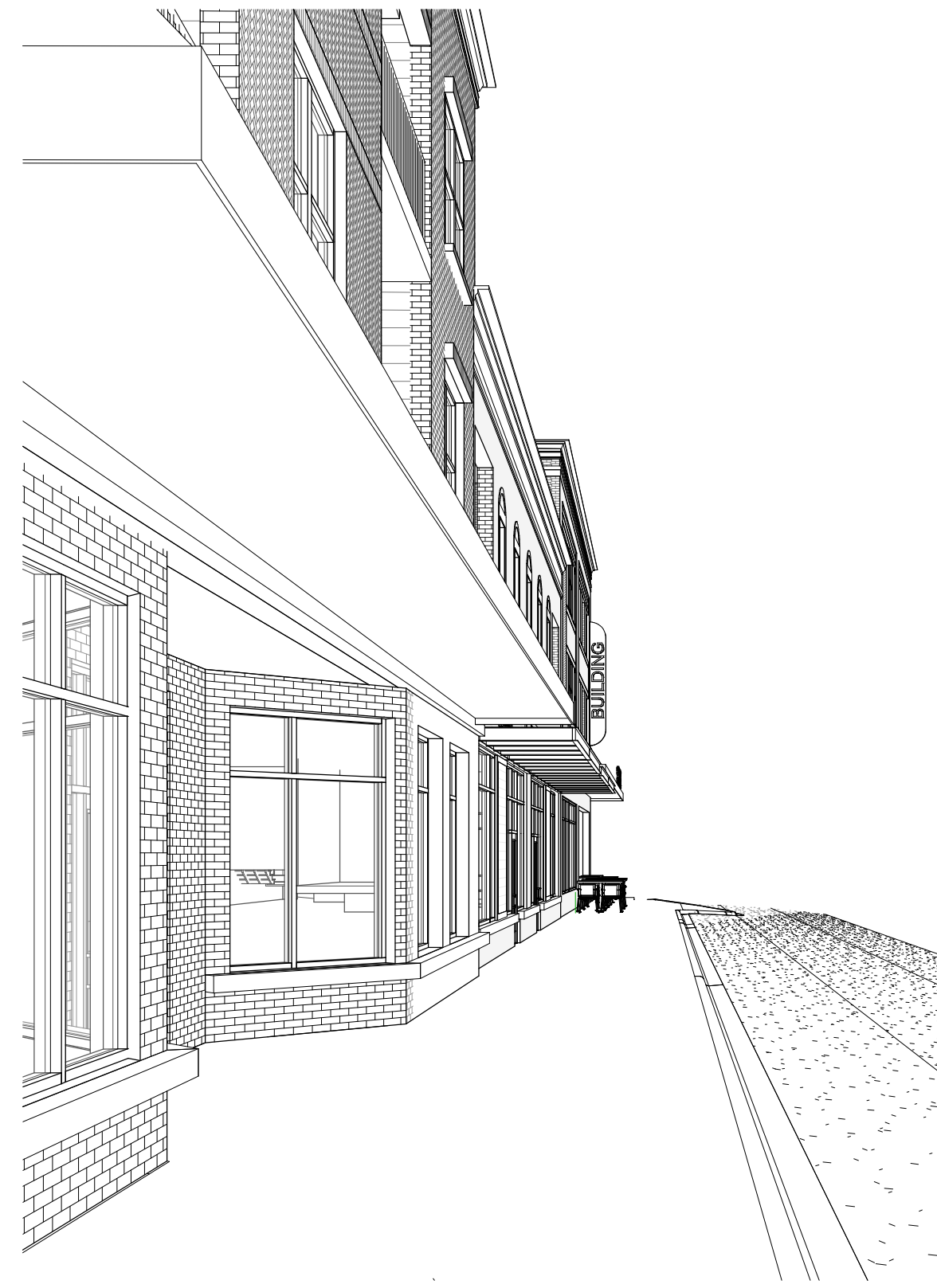
DATE: 07/18/2025 9 OF 12



# MOUNT HOREB - MAIN ST MIXED USE BLDG

RENDERED STREET IMAGE

DATE: 07/18/2025 10 OF 12



SIDEWALK



SIDEWALK CORNER

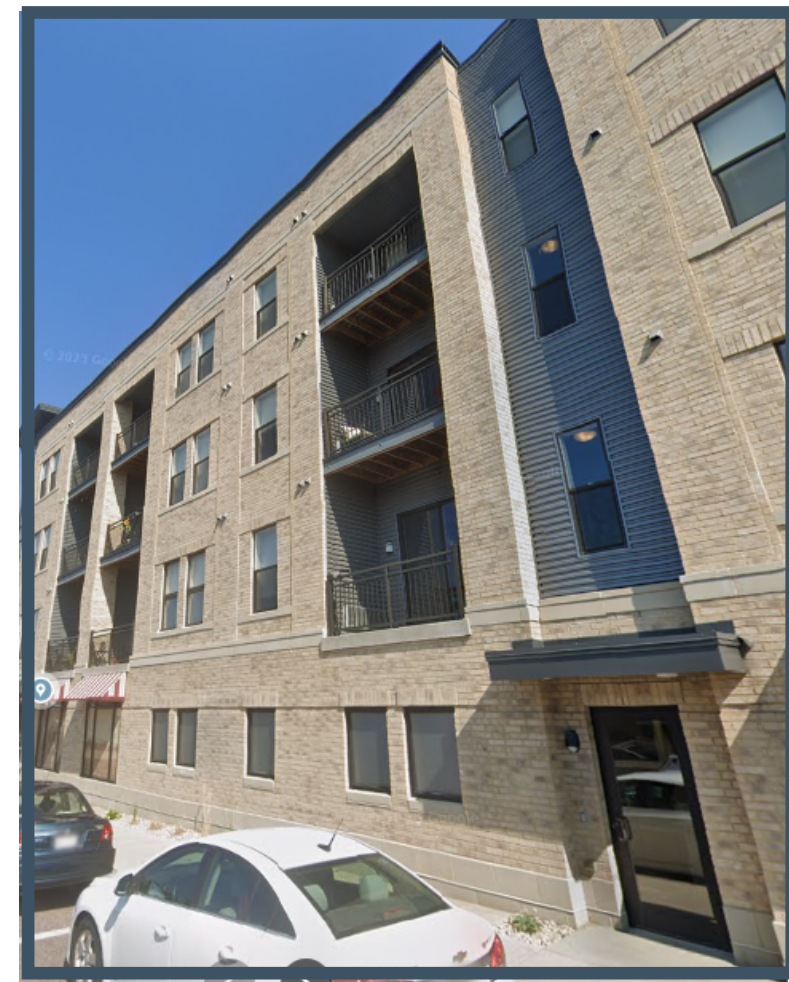


ACROSS THE STREET VIEW

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT DESIGN - STREET VIEWS

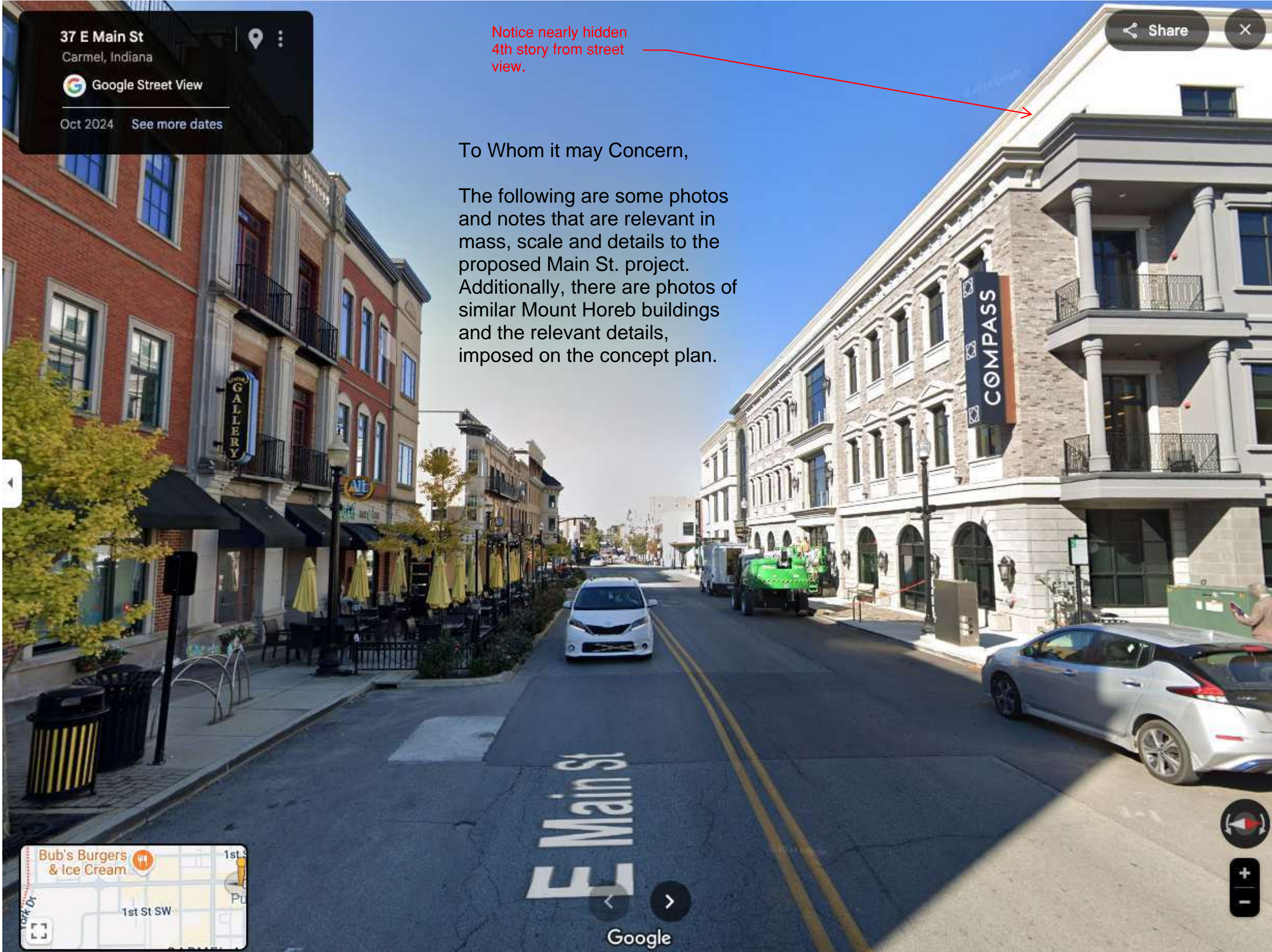
DATE: 07/18/2025 11 OF 12



ACROSS THE STREET VIEW

# MOUNT HOREB - MAIN ST MIXED USE BLDG

## CONCEPT DESIGN - STREET VIEWS



37 E Main St  
Carmel, Indiana

Google Street View

Oct 2024 See more dates

Share X

Notice nearly hidden 4th story from street view.

To Whom it may Concern,

The following are some photos and notes that are relevant in mass, scale and details to the proposed Main St. project. Additionally, there are photos of similar Mount Horeb buildings and the relevant details, imposed on the concept plan.

Bub's Burgers & Ice Cream

1st St SW

Google



Search Google Maps

41 W Main St  
Carmel, Indiana  
Google Street View  
Oct 2024 See more dates

Share X

Line of 4 Story setback

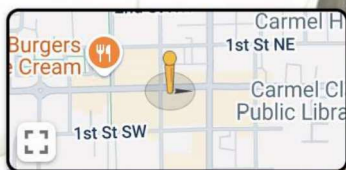
Scale of proposed building compared to neighbors

4th Story Shaded not represented

3 Story with 4th story set back

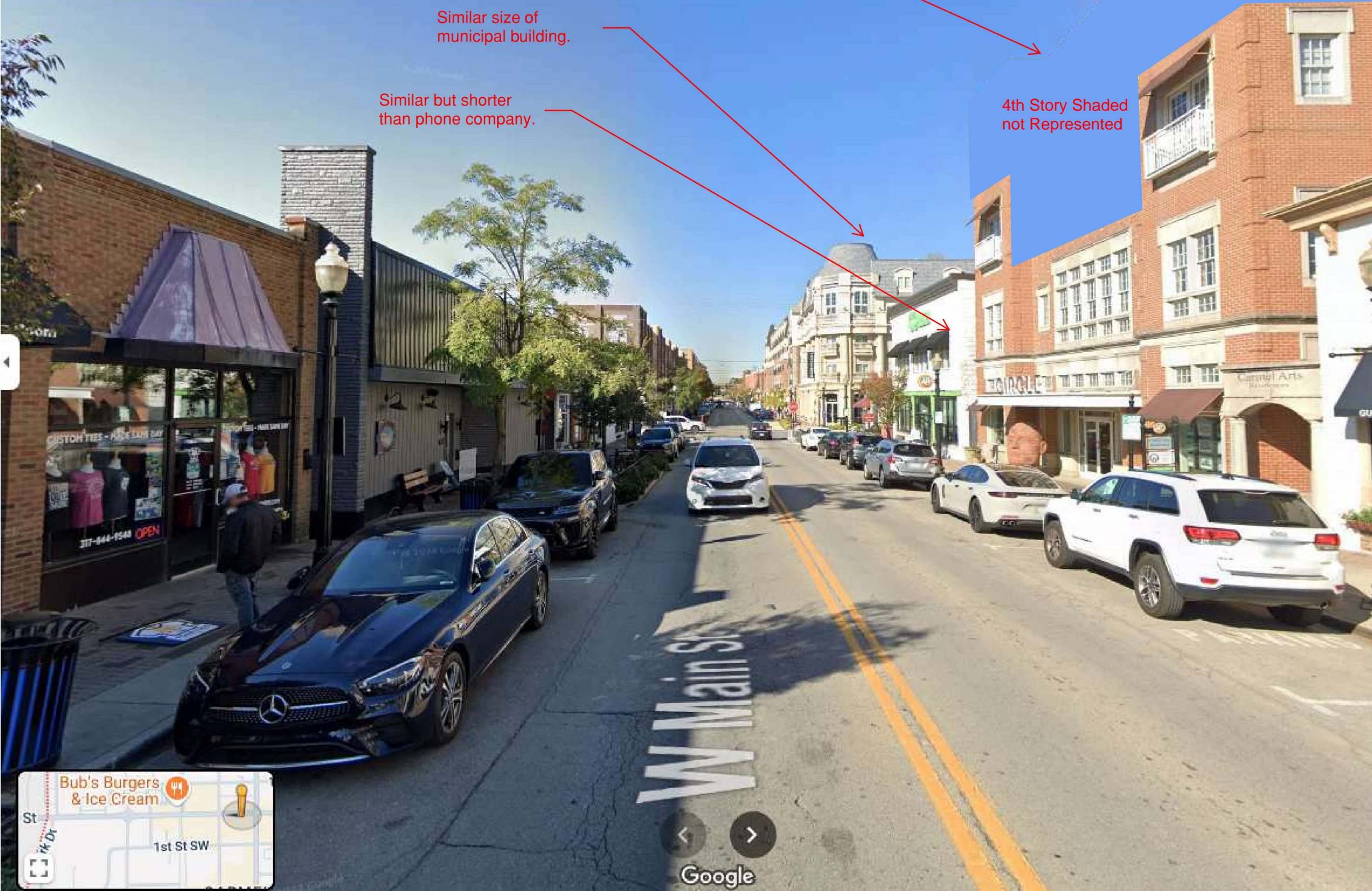
Similar but shorter than phone company building

Similar but shorter than adjacent properties Mt. Horeb



Google

15 W Main St  
Carmel, Indiana  
Google Street View  
Oct 2024 See more dates



Representation of street side mass of proposed building.

Approx line of setback

Similar size of municipal building.

Similar but shorter than phone company.

4th Story Shaded not Represented

Bub's Burgers & Ice Cream  
1st St SW

Google

8 W Main St

Carmel, Indiana

Google Street View

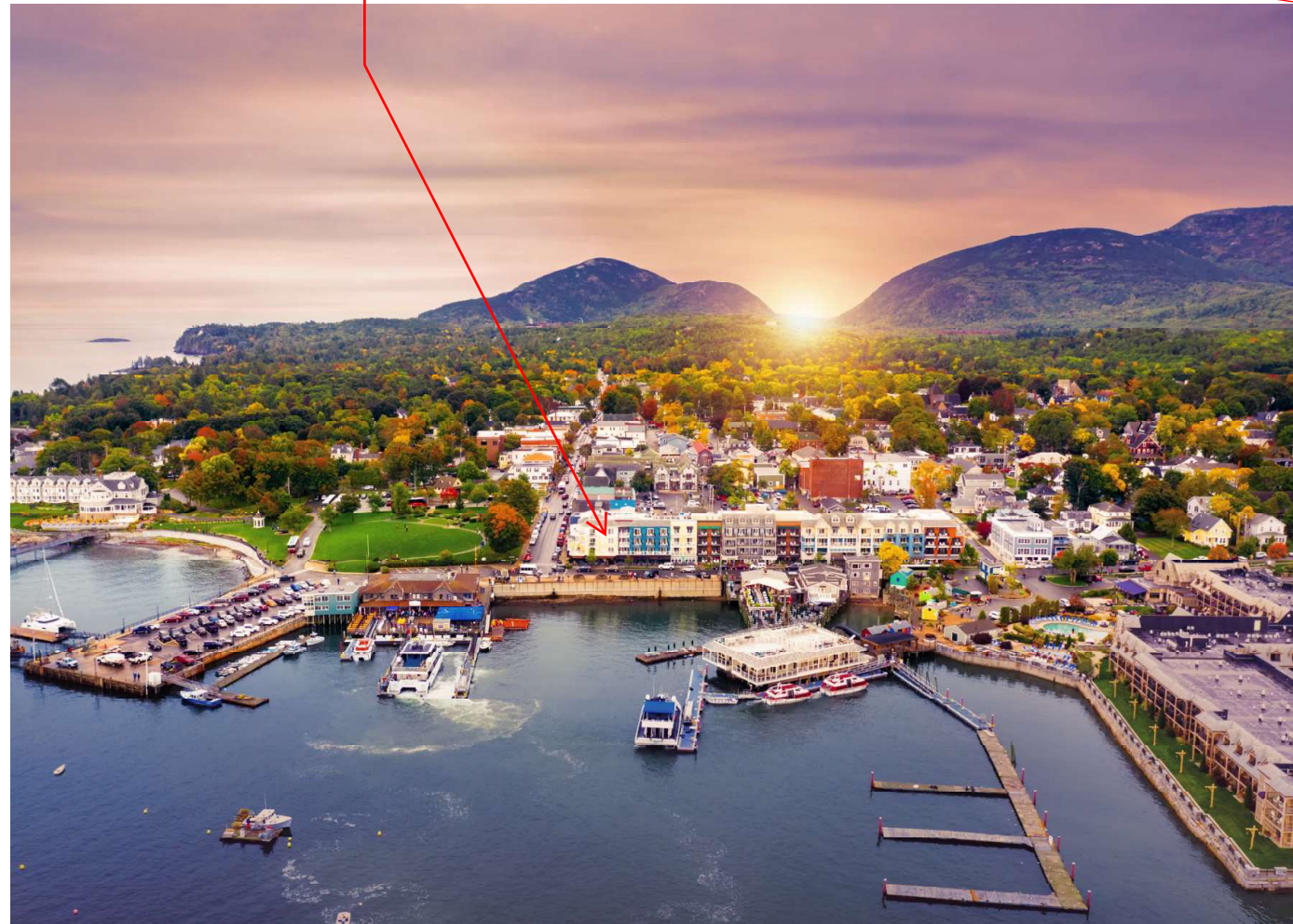
Oct 2024 See more dates

Share

4 Story building, notice nearly hidden 4th story from road view.



4 Story Downtown building aerial view along with street view, notice 5 story buildings mixed in.



Bar Harbor, ME - population 5,089

Mix of 3 and 4 story buildings with similar facades with no setbacks.



Awnings and signage create depth and inviting atmosphere on similar facades

Galina, IL – population 3,250

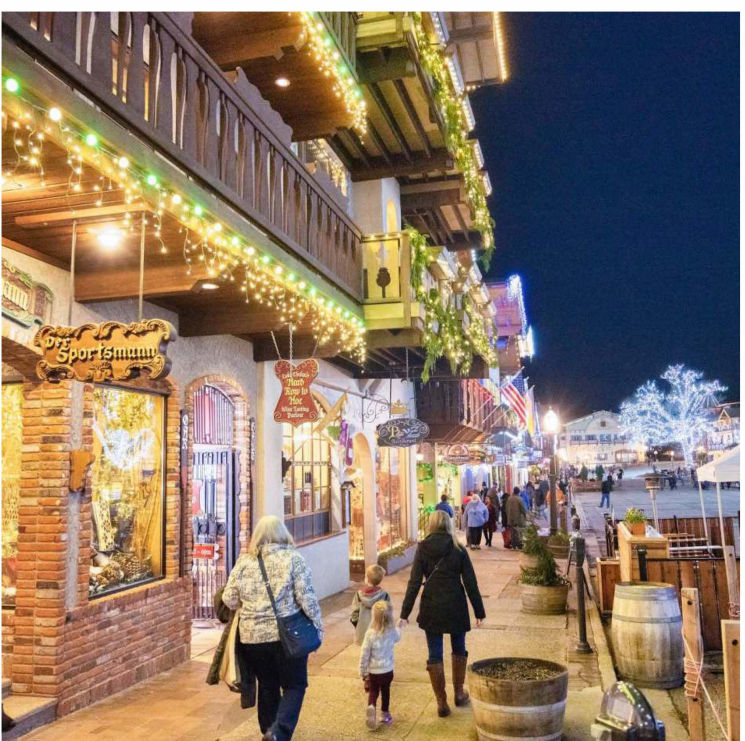
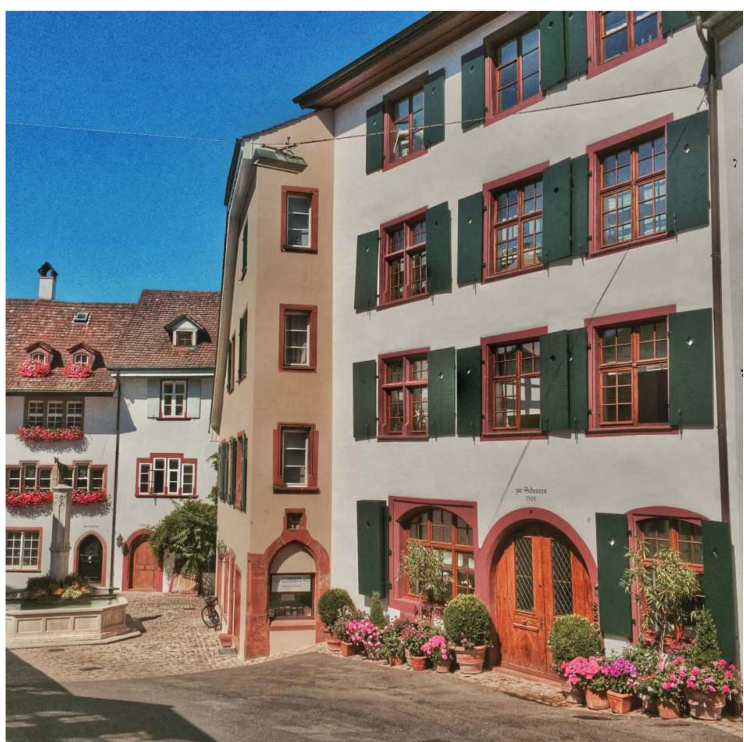
Mix of 2,3,4 story buildings with various facades



Mackinac Island, MI – population 592



2,3,4 Story buildings  
with very similar  
Facades





## AGENDA ITEM REPORT

### MEETING DATE

July 23, 2025

### PREPARED BY

Nicholas Owen, Administrator

### AGENDA ITEM # 3.d

Discussion on Design Review Standards for Zoning Code Rewrite

### BACKGROUND

At a Special Plan Commission meeting on June 30th, the Plan Commission did a preliminary review of the new Design Review Standards for the zoning code rewrite. Section 17.07.5 DMU Zoning District Design Standards are the specific standards that apply to the proposed Downtown Mixed Use zoning category that is being proposed for the Historic Downtown Area. The Plan Commission would like the HPC to review and provide feedback on the Design Review process, in particular how it applies to Historic Properties.

### RECOMMENDATION

### ATTACHMENTS

1. Design Review

### Mount Horeb Design Review Standards Comparison Tool

The Village has 27 design standards are displayed in the left two columns, and the proposed new approach is shown in the right two columns. The new approach aims to group similar standards together in the same section of the ordinance, improve upon and retain existing standards that are working, and address those standards that are not working.

Existing Design Review Section	Existing Requirement	Proposed New Location	Proposed Requirement
Design Review Required	<ul style="list-style-type: none"> <li>Multi-family, commercial, industrial, PUD, government building, parking lot</li> </ul>	Site Plan Review (Section 17.10.43)	Same as existing
Administration	<ul style="list-style-type: none"> <li>Plan Commission review and approval required</li> </ul>	Site Plan Review (Section 17.10.43)	Same as existing
Approval Sunset	<ul style="list-style-type: none"> <li>3 years before building permit must be pulled</li> </ul>	Site Plan Review (Section 17.10.43)	Same as existing
Site Grading	<ul style="list-style-type: none"> <li>Preserve existing grades</li> <li>No unstable grade transitions</li> <li>Attractive site appearance</li> </ul>	Site Plan Review (Section 17.10.43)	Same as existing, but no waivers
Existing Site Vegetation	<ul style="list-style-type: none"> <li>Preserve existing vegetation</li> <li>Topsoil used on-site</li> </ul>	Landscaping (Section 17.08.30)	Same as existing, but no waivers
Site Layout	<ul style="list-style-type: none"> <li>Compatible layout to pattern of other existing properties</li> <li>Attractive appearance to all streets</li> </ul>	None	Not added because these are interpretations with no substantive basis for applying standards
Building Setbacks	<ul style="list-style-type: none"> <li>Meet zoning district standards</li> <li>Downtown within 3' of all abutting ROW</li> <li>Springdale Street building within 30' of ROW and no front parking</li> </ul>	Bulk Dimensions (Sections 17.04.11 -17.04.14) Off-Street Parking and Traffic Circulation (Section 17.06.06)	Same as existing, but no waivers (CUP for Springdale Street standard)
Building Height	<ul style="list-style-type: none"> <li>Meet zoning district standards</li> <li>Downtown min. 20'/2 stories</li> <li>Springdale Street decorative tower element</li> </ul>	Bulk Dimensions (Sections 17.04.11 -17.04.14) Exterior Design Standards (Section 17.07.02)	Same as existing, but no waivers (CUP for Springdale Street standard)
Building Mass	<ul style="list-style-type: none"> <li>Over 5,000 sf meeting large development standards</li> </ul>	Performance Standards (Article VI) Exterior Design Standards (Article VII)	Built in standards that apply to all vs. unique standards for larger buildings
Building Facade	<ul style="list-style-type: none"> <li>Long facades broken up visually</li> </ul>	Exterior Design Standards (Article VII)	Same as existing

Existing Design Review Section	Existing Requirement	Proposed New Location	Proposed Requirement
	<ul style="list-style-type: none"> <li>• Windows, doors, and decorative elements on street façade</li> <li>• Downtown traditional storefront</li> </ul>		
Exterior Materials	<ul style="list-style-type: none"> <li>• No metal wall panels, concrete panels, concrete blocks, asphalt, spandrel windows</li> <li>• Metal wall panels up to 30% on any façade</li> <li>• Decorative base around exterior at 40" min.</li> </ul>	Exterior Design Standards (Article VII)	Same as existing
Exterior Building Colors	<ul style="list-style-type: none"> <li>• Compatible with existing buildings</li> <li>• Downtown – Victorian colors</li> <li>• Other area – no primary colors</li> <li>• No high gloss paints</li> <li>• Consistent use of colors throughout project</li> </ul>	Exterior Design Standards (Article VII) Downtown Standards (Section 17.07.50)	Same as existing, other than allowing black because the Village has been approving that
Exterior Doors	<ul style="list-style-type: none"> <li>• Decorative doors facing street</li> </ul>	Exterior Design Standards (Article VII)	Same as existing
Windows	<ul style="list-style-type: none"> <li>• No spandrel, mirrored, or tinted glass</li> <li>• No obstruction of windows more than 5%</li> </ul>	Exterior Design Standards (Article VII)	Same as existing
Roofs	<ul style="list-style-type: none"> <li>• Compatible with surrounding area</li> <li>• No metal roofs</li> <li>• No rooftop mechanicals without screening</li> </ul>	Exterior Design Standards (Article VII)	Same as existing, but allowed metal roofs for commercial, industrial, and mixed-use because its frequently waived
Exterior Building Apparatus	<ul style="list-style-type: none"> <li>• Uncluttered facades, using similar colors to blend with building</li> </ul>	Exterior Design (Article VII)	Same as existing
Awning	<ul style="list-style-type: none"> <li>• Compliment character of building</li> <li>• Soft materials only, no metal</li> <li>• No backlighting</li> </ul>	Not specified	Didn't include because its frequently waived and other façade requirements will serve in its place
Trash Containment Structure	<ul style="list-style-type: none"> <li>• Conceal all trash storage</li> <li>• Same materials and colors as building</li> <li>• No metal panel gates or fence gates</li> </ul>	Exterior Refuse and Storage (Section 17.06.21)	Same as existing
Freestanding Canopies	<ul style="list-style-type: none"> <li>• Complement building design</li> <li>• Same pitch, materials, and colors as roof</li> <li>• Decorative supports</li> </ul>	Exterior Design (Article VII)	Added to commercial and industrial design standards only
Other Structures	<ul style="list-style-type: none"> <li>• Outbuildings have same design</li> <li>• Walls and fences of metal pickets, stone, and decorative block or brick</li> </ul>	Not specified	Same as existing, but not specified because new system covers it

Existing Design Review Section	Existing Requirement	Proposed New Location	Proposed Requirement
Exterior Lighting	<ul style="list-style-type: none"> <li>Decorative and consistent lighting</li> <li>Directional and cutoff fixtures</li> <li>Not exceed 0.5 footcandles at property line</li> <li>Max of 10.0 footcandles on site, in-vehicle service is 25.0 footcandles</li> <li>Freestanding lighting is max 20'</li> </ul>	Lighting Section (17.06.20)	Same as existing
Exterior Signage	<ul style="list-style-type: none"> <li>Compliant overall design</li> <li>Freestanding should be decorative</li> </ul>	Sign Section (Article IX)	Same as existing
Outdoor Display and Storage	<ul style="list-style-type: none"> <li>Depicted on site plan</li> <li>Only allowed for retail display, business vehicles, equipment, refuse, scrap equipment</li> <li>Screening of all areas</li> </ul>	Land Uses (Section 17.03.10(19))	Same as existing and covered in land use requirements
Pavement Materials	<ul style="list-style-type: none"> <li>Hard durable surfaces, no gravel</li> <li>Porous pavement is encouraged</li> </ul>	Off-Street Parking and Circulation (Section 17.06.06)	Same as existing
Pedestrian Facilities	<ul style="list-style-type: none"> <li>Sidewalks to all street frontages</li> <li>Paved connections between street and building (5' wide)</li> <li>Crosswalk over any vehicle circulation areas</li> </ul>	Off-Street Parking and Circulation (Section 17.06.06)	Same as existing
Traffic Circulation	<ul style="list-style-type: none"> <li>Safe and understandable, should not be too complicated</li> <li>10' min setback from street, 5' min. setback from other property lines</li> </ul>	Off-Street Parking and Circulation (Section 17.06.06)	Same as existing
Parking	<ul style="list-style-type: none"> <li>Screened from view of street</li> <li>Downtown – not located on street frontage</li> <li>Bike parking – 1 per 10 vehicle spots up to 20 total bike stalls</li> </ul>	Landscaping (Section 17.08.30) Off-Street Parking and Circulation (Section 17.06.06) Downtown Standards (Section 17.07.50)	Same as existing
Building Foundation Landscaping	<ul style="list-style-type: none"> <li>10' wide landscape bed on 50% of each façade facing street or parking area</li> <li>Located within 10' of building foundation</li> <li>Appropriate landscaping</li> </ul>	Landscaping (Section 17.08.30)	Similar standards, but using point system now for all requirements
Street Frontage Landscaping	<ul style="list-style-type: none"> <li>10' wide landscape area between street and parking area</li> </ul>	Landscaping (Section 17.08.30)	Similar standards, but using point system now for all requirements

Existing Design Review Section	Existing Requirement	Proposed New Location	Proposed Requirement
	<ul style="list-style-type: none"> <li>1 canopy tree for every 50' of frontage</li> </ul>		
Parking Lot Landscaping	<ul style="list-style-type: none"> <li>Point system based on size of parking area</li> </ul>	Landscaping (Section 17.08.30)	Similar standards, but using point system now for all requirements

#### Alternative Approach Pros/Cons

	Pros	Cons
Existing Design Review Standards	<ul style="list-style-type: none"> <li>Everything in one place and criteria are used in each development review consistently</li> <li>Interpretations and waivers provide flexibility for different situations</li> <li>Community has been using system for many years and is used to it</li> </ul>	<ul style="list-style-type: none"> <li>Lack of consistency throughout code today with standards</li> <li>Lots of ambiguity and interpretation of standards, lack of metrics-based standards</li> <li>Waivers from standards creates precedent setting and can be inconsistent</li> <li>Less predictable for applicants</li> <li>More negotiation-based application of standards</li> </ul>
Performance Standards, Exterior Design Standards, Landscaping Standards	<ul style="list-style-type: none"> <li>All topic standards are grouped together for all development types (parking, landscaping, design, etc.)</li> <li>More metrics-based standards for clear expectations and consistency in applying standards</li> <li>Less negotiation-based application of standards = more predictability</li> <li>More language for staff to use in administration</li> </ul>	<ul style="list-style-type: none"> <li>Standards are throughout the code rather than in one section of listed criteria</li> <li>Some standards in grouped sections don't apply to certain situations = more code length and research required</li> <li>Less flexible because PC can't waive every individual criteria because they want to</li> <li>New system will take time for community to get used to using</li> </ul>

#### Recommendation

- Utilize grouped standards approach by topic with clearer metrics, but provide some flexibility within standards in ways to meet the code and/or where a potential waiver could be made for a unique circumstance (based on something that can be documented).
- Create a table similar to the above where staff, applicants, and the PC can find different standards throughout the new code that can be used as the new design review tool for PC meetings.

**DRAFT 6.30.25**

**VILLAGE OF MOUNT HOREB, WISCONSIN**

**CHAPTER 17: ZONING ORDINANCE**

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**Article VIII: Landscaping Requirements..... 18**

Section 17.07.01: Purpose and Applicability

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## ARTICLE VII: EXTERIOR BUILDING DESIGN STANDARDS

### Section 17.07.01: Purpose and Applicability

- (1) Purpose. The purpose of this Section is to regulate the design and materials used for the exterior of buildings and structures within the Village so as to maintain and enhance the attractiveness and values of property in the community. This Article is further intended to support the creation of a pedestrian-oriented urban environment that emphasizes architectural and urban design principles of human scale and visual interest. Additionally, this Article is intended to ensure the development of structures that maintain a long-lasting appearance; withstand the effects of time and exposure to the elements; resist damage in areas with high vehicular and pedestrian traffic and in areas where larger equipment that could cause damage is commonly used; that maintain a consistent character of development based on land use and zoning district particular to each development; and that contribute to the long-term economic and social vitality of the Village of Mount Horeb.
- (2) Applicability. Single-Family, Two-Family, Cottage Court, Manufactured Home, Telecommunication, Extraction and Disposal, Energy Production, and Agricultural land uses are exempt from the exterior design standards in Sections 17.07.10 to 17.07.50 below.
  - (a) New Construction. The requirements of this Section shall apply to all structures and buildings within the Village constructed after the effective date of this Chapter.
  - (b) Additions. Additions to buildings constructed after the effective date of this Chapter shall comply with the standards of this Section and, as determined by the Plan Commission, shall match or be substantially similar to the design and materials of the existing building.
  - (c) Alterations. For buildings constructed prior to the effective date of this Chapter, alterations that do not impact the floor area of the building shall comply with the standards of this Section, or shall match or be substantially similar to the existing building design and materials. Ordinary repairs and maintenance are not considered alterations.
  - (d) Exceptions and Appeals.
    1. Exceptions. Exceptions to the building design standards set forth in this Section may be granted by the Zoning Administrator, to permit substitute building materials or construction of comparable quality or design when it can be demonstrated that the provisions of this Section are infeasible and that the granting of such exception is in keeping with the purpose of this Section. Decisions rendered by the Zoning Administrator may be appealed to the Plan Commission.
    2. Appeals. Any person affected by a decision of the Zoning Administrator may petition for a hearing before the Plan Commission.
    3. Waivers. The Plan Commission is authorized to grant one or more waivers for specific design requirements in this Section when the Plan Commission finds the design to constitute an exemption as described above in subsection (1) or finds an alternative design standard also achieves the Purpose of this Section.
      - a. Granting of waivers by the Plan Commission shall be identified within the conditions of approval as part of the design review component of any Site Plan review (Section 17.10.43).
  - (e) Beyond the rules in this Section, additional building design standards may apply to:
    1. Conditional Use Permits (see Section 17.10.32)

2. Planned Unit Development Districts (see [Section 17.0.2.70](#))
- (3) Review and Approval. Through the site plan review and building permit processes, the Zoning Administrator shall be responsible and have authority to hear, review, and act upon all proposed exterior architectural plans for all proposed development.
- (4) Exterior Building Materials. The 4 classes of building materials referenced in this Chapter have the following meanings:
- (a) Class I materials include brick, brick veneer, stone, stone veneer, and glass (curtain/storefront).
  - (b) Class II materials include split face or decorative block, and stucco.
  - (c) Class III materials include architectural/decorative metal panels, EIFS, residential aluminum siding, and siding made of wood, wood composite, vinyl, or fiber cement.
  - (d) Class IV materials include smooth face or non-decorative block; concrete panels (tilt-up or precast); asphaltic, fiberglass, metal, or poly-roofing siding; non-decorative metal panels; corrugated metal; and plywood, chipboard, or other non-decorative wood. Also includes any material not listed in (a) through (c) above.

**Figure 17.07.01a: Exterior Building Material Requirements by Use\***

Type of Construction	Land Use (see Article III)	Exterior Building Materials Permitted
New Construction of Any Kind	Single Family, Duplex, Twin House, Two Flat	See <a href="#">Section 17.07.10</a>
New Construction of Any Kind	Townhouse, Multiplex, Apartment	Class I, II, or III
New Construction of Any Kind	Mixed-Use, Commercial, Institutional	Predominantly Class I with Class II and III used as accents/trim (less than 50% of the total building façade)
New Construction of Any Kind	Industrial, Storage, Transportation,	Class I, II, or III
Any Exterior Change	Within the Downtown Mixed Use Zoning District	See <a href="#">Section 17.07.50</a>

\*Single-Family and Two-Family, Cottage Court, Manufactured Home, Telecommunication, Extraction and Disposal, Energy Production, and Agricultural land uses are exempt from the exterior design requirements of this Article.

### Section 17.07.02: Springdale Street Design Standards

These standards shall apply to all land uses within the Springdale Street Corridor, unless exempt or otherwise modified as described above in Section 17.07.01(2) above.

- (1) Definition. The Springdale Street Corridor is defined as any lot which directly abuts the Springdale Street right-of-way between STH 78 and USH 151.
- (2) Applicability. Any such lot shall be subject to all applicable requirements of this Chapter, the applicable design review standards associated with the type of land use in Section 17.07.10 – 17.07.50 below, and the additional standards herein.
- (3) Standards.
  - (a) The entire front yard and street side yard of the principal building 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 (Section 17.10.32). On-site parking and traffic circulation shall not be permitted in this area. On-site driveways for one-way circulation or emergency vehicle access may be permitted through the conditional use process (Section 17.10.32).
- (b) The principal structure shall provide a functional or decorative building tower or related architectural feature that exceeds the height of majority of the building facade by at least seven feet, unless an exception is granted through the conditional use process (Section 17.10.32). Roofs variation and roof appurtenances such as cupolas, shall count toward this requirement.

## Sections 17.07.03 to 17.07.09: Reserved

### Section 17.07.10: Single- and Two-Family Uses

These standards apply to all single-family, duplex, twin house, two-flat, and cottage court land uses, buildings, and structures constructed after the effective date of Chapter.

- (1) All single-family, duplex, twin house, two-flat, and cottage court land uses are exempt from the exterior design standards of this Article. See applicable land use requirements in Section 17.03.06 and the base zoning district's bulk dimensional standards in Article IV.

## Sections 17.07.11 to 17.07.19: Reserved

### Section 17.07.20: Multi-Family Uses

These standards apply to all townhouse, multiplex, and apartment land uses, buildings, and structures constructed after the effective date of Chapter.

- (1) Exterior Materials. Multi-family buildings shall be clad in Class I, II or III materials. Class IV materials are prohibited.
- (a) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Zoning Administrator.
- (b) Decorative metal wall panels (Class III materials) may be used up to 30% of any façade.
- (c) Exterior building materials in conjunction with façade articulations listed below in Section 17.07.20(3) shall be used to create the building's distinct horizontal base, middle, and top.
- (2) Building Entrance.
- (a) The primary entrance shall be on the front façade facing the street and decorative doors shall be used on this facade.
- (b) The primary entrance shall be covered a minimum of 3 feet from the door. Recessed 3-foot entries shall be deemed to meet this requirement.
- (c) Exterior entry doors for individual units shall be residential in style (and shall include frame and panel (real or decorative)).
- (d) Exterior entry doors for multiple units may be residential (as described in Subsection (c) above) or commercial in style (glass).
- (3) Façade Articulation.
- (a) Façade lengths shall not be greater than 40 feet without articulation such as:
1. Recesses or projections that step back or project a portion of the main façade plane.

2. Recesses or projections of upper floors from the ground floor façade plane.
  3. Vertical division using different textures or materials.
  4. Division of the façade into individual units through the use of windows, entrances, arcades, porches, decks, balconies, lighting, etc.
  5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
  6. Public art installations located directly on a facade, such as murals.
- (b) On façades facing the street, windows or doors shall be required in order to promote a visual connection to the street.
1. The total area of windows and doors, including trim, shall comprise a minimum of 20 percent of the total façade area, excluding gables.
  2. Structured in-building vehicle parking or access is permitted on the ground floor of a structure in accordance with the standards below:
    - a. Vehicle access is permitted from any façade of the structure to the right-of-way and structured in-building parking shall be fully enclosed on all sides within the structure.
    - b. All ground floor facades of the structure that directly face a right-of-way shall not directly adjoin any on-site vehicle parking area within the structure and shall include residential or nonresidential uses, as determined by the Zoning Administrator, on the ground floor of the structure between said façade and the parking area.
- (c) On all facades of the structure, hard and durable materials such as decorative block, brick, stone, or a comparable material shall be required within 40 inches of the adjacent grade.
- (4) Colors.
- (a) Primary colors including red, blue, green, yellow, and fluorescent colors are prohibited on all exterior facades.
  - (b) Color patterns shall be used consistently throughout the property.
- (5) Roofs.
- (a) Roof forms and materials shall be compatible and harmonious with those of existing buildings in the immediate area which conform to this Section.
  - (b) See (8) below for roof-top mechanical screening requirements.
- (6) Wall Details, Trim, and Windows.
- (a) Exterior windows shall match the architectural character of the building. Spandrel, mirrored, or tinted glass is prohibited.
  - (b) All façade openings shall be articulated or appropriately trimmed through the use of materials such as lintels, sills, surrounds, shutters, etc.
  - (c) Natural wood shall be painted or stained unless it is cedar, redwood or other naturally weather-resistant species intended to be exposed.
  - (d) Pressure-treated lumber shall be painted or stained after a curing period of no greater than 18 months.
  - (e) Exterior building apparatus such as brackets, wiring, antennas, gutters, downspouts, and other similar feature shall blend in with the color and design of the structure's exterior façade.

- (7) Patios, Decks, and Balconies.
- (a) Ground-level patios and decks facing the street shall be bordered with landscape treatments, in accordance with Article VIII as depicted and approved on the Site Plan (Section 17.10.43).
    - 1. Covered porches are exempt from this requirement.
  - (b) Exterior stairs leading to a deck or balcony are not permitted on the front or street side of a building.
    - 1. On corner lots, exterior stairs shall be permitted on the interior side façade.
  - (c) Exterior corridors shall be covered by the building roof, shall be located within the footprint of the building foundation, and shall not be visible from the street.
  - (d) Upper-story decks and balconies shall be cantilevered, supported by vertical columns, or supported from above.
- (8) Mechanical and Exterior Building Systems.
- (a) Drainage pipes and air intakes and exhaust vents for high-energy gas applications and meters on exterior walls shall match or be complementary to the color of the roof and wall onto which they are mounted.
  - (b) Facade-mounted Equipment.
    - 1. Window-mounted air conditioning units shall not be permitted in any window that faces a public street and shall not encroach into exterior balconies, porches, decks, or patios.
      - a. When no alternative is available, units shall be masked (painted, encased, etc.) in order to blend into the building's exterior finish and shall be flush-mounted so as not to project beyond the main plane of the façade more than necessary.
    - 2. Building-mounted equipment installed on the façade visible from an adjacent public right-of-way or residential district shall not encroach into exterior balconies, porches, decks, or patios and shall be screened in a manner that is:
      - a. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
      - b. Incorporated as part of the building wall or flush-mounted so as not to project beyond the main plane of the façade.
      - c. Consistent with the color of the structure to which the equipment is attached.
  - (c) Roof-mounted Equipment. Roof-mounted equipment shall be screened, preferably by parapet walls. Other acceptable screen types shall be:
    - 1. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
    - 2. Consistent with the color of the structure to which the equipment is attached.
    - 3. Designed to be an integral part of the building's architectural design and give the impression that it is something other than a mechanical screen.
  - (d) See Section 17.06.21 for screening requirements for ground-mounted mechanical systems and refuse enclosure requirements.
- (9) Wall or Roof-Mounted Lighting. See Section 17.06.20.

## Sections 17.07.21 to 17.07.29: Reserved

### Section 17.07.30: Business Park Zoning District and Commercial, Mixed-Use, and Institutional Uses

These standards apply to all mixed-use, commercial, and institutional land uses, buildings, and structures constructed after the effective date of Chapter. These standards also apply to any land use within the Business Park zoning district. See Article VIII for landscaping standards.

- (1) Orientation.
  - (a) Buildings shall be oriented so that the front façade faces the road with the highest traffic volumes.
  - (a) All façades facing a public right-of-way shall be designed to have the appearance of a front façade and shall incorporate decorative doors, meaning each shall include windows, doors or other architectural components typically associated with front façades, as approved by the Zoning Administrator.
  - (b) Service or loading areas shall not be permitted between the building and the public street.
  - (c) Drive-through windows shall not be located between the building and the public street.
- (2) Exterior Materials. Commercial buildings shall be predominately clad in Class I materials. Class II and Class III materials may be used as accents and trim not to exceed 50 percent of the total building façade. Class IV materials are prohibited.
  - (a) Decorative metal wall panels (Class III materials) may be used up to 30% of any façade.
  - (b) Rear building elevations not facing a public street or public parking lot shall be exempt from this requirement.
  - (c) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Zoning Administrator.
  - (d) Exterior building materials in conjunction with façade articulations listed below in **Section 17.07.30(3)** shall be used to create the building's distinct horizontal base, middle, and top.
- (3) Façade Articulation.
  - (a) Façade lengths shall not be greater than 40 feet without articulation such as:
    1. Recesses or projections that step back or project a portion of the main façade plane.
    2. Recesses or projections of upper floors from the ground floor façade plane.
    3. Vertical division using different textures or materials.
    4. Division of the façade into individual components (i.e., storefronts, distinct uses) through the use of architectural elements such as porches, balconies, windows, covered entrances, arcades, awnings, marquees, lighting, signage, etc.
    5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
    6. Public art installations located directly on a facade, such as murals.
  - (b) On all facades of the structure, hard and durable materials such as decorative block, brick, stone, or a comparable material shall be required within 40 inches of the adjacent grade.

Village of Mount Horeb Sign Ordinance Article VII: Exterior Building Design Standards  
Section 17.07.30: Business Park Zoning District and Commercial, Mixed-Use, and  
Institutional Uses

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- (c) Buildings shall be designed so each façade includes at least 1 design element to break up the flatness of blank walls and shall at a minimum include varied materials or colors, change in texture, expressed joints and details, or surface relief. Flat, unadorned walls shall be avoided.
  - 1. Additional elements used to break up the façade may include balconies, lintels, sills, headers, belt courses, reveals, pilasters, windows, chimneys, and other ornamental features as deemed appropriate by the Zoning Administrator.
- (d) On façades facing the street, windows and/or doors shall be required in order to promote a visual connection to the street.
  - 1. The total area of windows and doors, including trim, shall comprise a minimum of 20 percent of the total façade area, excluding gables.
  - 2. Structured in-building vehicle parking or access is permitted on the ground floor of a structure in accordance with the standards below:
    - a. Vehicle access is permitted from any façade of the structure to the right-of-way and structured in-building parking shall be fully enclosed on all sides within the structure.
    - b. All ground floor facades of the structure that directly face a right-of-way shall not directly adjoin any on-site vehicle parking area within the structure and shall include residential or nonresidential uses, as determined by the Zoning Administrator, on the ground floor of the structure between said façade and the parking area.
- (4) Building Entrance.
  - (a) The main entrance shall be clearly defined and accentuated through the use of detailing, distinctive materials, or colors, projections or recesses, porticos, covered entrances, stoops, or other features as deemed appropriate by the Zoning Administrator.
- (5) Colors.
  - (a) Primary colors including red, blue, green, yellow, and fluorescent colors are prohibited on all exterior facades.
  - (b) Color patterns shall be used consistently throughout the property.
- (6) Roofs.
  - (a) Metal roofs and exterior metal walls shall be coated in compliance with the appropriate ASTM standards based on the roof or wall material. The most common materials and standards are galvanized steel (ASTM A 653 G-90), 55% aluminum-zinc alloy coated steel (ASTM A 792 AZ 50), 5% aluminum alloy-coated steel (ASTM A 875 GF60), aluminum-coated steel (ASTM A 463 T2 65), or pre-painted steel (ASTM A 755).
  - (b) Standing seam metal roofs with exposed fasteners shall be prohibited.
  - (c) Roof forms and materials shall be compatible and harmonious with those of existing buildings in the immediate area which conform to this Section.
  - (d) See (7) below for roof-top mechanical screening requirements.
- (7) Mechanical and Exterior Building Systems. Mechanical and exterior building systems shall meet the regulations for multi-family buildings in [Section 17.07.20\(6\)](#).
- (8) Wall or Roof-Mounted Lighting. Wall or roof-mounted lighting shall meet the regulations for multi-family buildings in [Section 17.07.20\(6\)](#).
- (9) Freestanding Canopies.

- (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.
- (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 (Section 17.10.32).
- (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.

## Sections 17.07.31 to 17.07.39: Reserved

### Section 17.07.40: Industrial Uses

These standards apply to all industrial, storage, and transportation land uses, buildings, and structures constructed after the effective date of Chapter. See Article VIII for landscaping standards.

- (1) Architectural Design.
  - (a) Buildings shall be designed to include façade articulation; flat, unadorned walls shall be avoided.
  - (b) Buildings shall be oriented so as to face the road with the highest traffic volumes. This requirement shall not apply to buildings with frontage on state or federal highways, unless there is direct access from the development to the highway.
    - 1. If a visitor, office, or customer entrance component is included in the building, such space(s) shall be clearly defined and accentuated through the use of detailing, windows, distinctive materials and/or colors, projections or recesses, or other architectural features as deemed appropriate by the Zoning Administrator.
- (2) Exterior Materials. Industrial buildings shall be clad in Class I, II or III materials. Certain Class IV materials are also acceptable as noted.
  - (a) For all façades facing a public street, a minimum of 15 percent of the façade shall be composed of Class I building materials.
    - 1. This requirement may be reduced to 10 percent of the façade provided that other elements are incorporated into the building and site design, such as façade articulation, increased landscaping, or other improvements approved by the Zoning Administrator.
  - (b) Smooth faced/non-decorative block or concrete panels (tilt-up/precast) (Class IV materials) may be used if they are part of a palette of permitted materials or if they incorporate horizontal and vertical articulation including, but not limited to, changes in color or texture, as deemed appropriate by the Zoning Administrator.
  - (c) Non-decorative metal panels (Class IV materials) may be used as deemed appropriate by the Zoning Administrator.
    - 1. In the AGR, LI, HI, and IOA zoning districts, visible exterior fasteners shall be the same color as the attached wall for any principal or accessory building visible from a public street.
    - 2. In all other zoning districts, exterior wall fasteners shall be fully concealed from view.
  - (d) Materials of comparable quality may be substituted for any class of material or be used as a decorative element if the material can be removed or replaced with a permitted exterior material, as determined by the Zoning Administrator.
- (3) Façade Articulation.
  - (a) Façade lengths shall not be greater than 100 feet without articulation such as:

1. Recesses or projections that step back or project a portion of the main façade plane.
  2. Recesses or projections of upper floors from the ground floor façade plane.
  3. Vertical division using different textures or materials.
  4. Division of the façade into individual components (i.e., storefronts, distinct uses) through the use of architectural elements such as porches, balconies, windows, covered entrances, arcades, awnings, marquees, lighting, signage, etc.
  5. Roof form variation such as the inclusion of dormers, change in roof lines, or change in roof type.
  6. Public art installations located directly on a facade, such as murals.
- (4) Mechanical and Exterior Building Systems.
- (a) Applicability. See **Section 17.06.21** to determine whether screening is required.
  - (b) Drainage pipes on exterior walls shall match or be complementary to the color of the roof and wall onto which they are mounted.
  - (c) Building-mounted Equipment.
    1. Building-mounted equipment installed on the façade visible from an adjacent public right-of-way or residential district shall be disguised or screened in one of the following ways:
      - a. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
      - b. Incorporated as part of the building wall and/or flush-mounted so as not to project beyond the main plane of the façade.
      - c. Consistent with the color of the structure to which the equipment is attached.
  - (d) Roof-mounted Equipment. Roof-mounted equipment visible from an adjacent public right-of-way or residential district shall be screened, preferably by parapet walls. Other acceptable screen types shall be:
    - a. Architecturally compatible with the primary structure to which the equipment is attached. Screening materials shall be identical to or substantially similar to the materials used on the building façade to which the equipment is attached.
    - b. Consistent with the color of the structure to which the equipment is attached.
    - c. Designed to be an integral part of the building's architectural design and give the impression that it is something other than a mechanical screen.

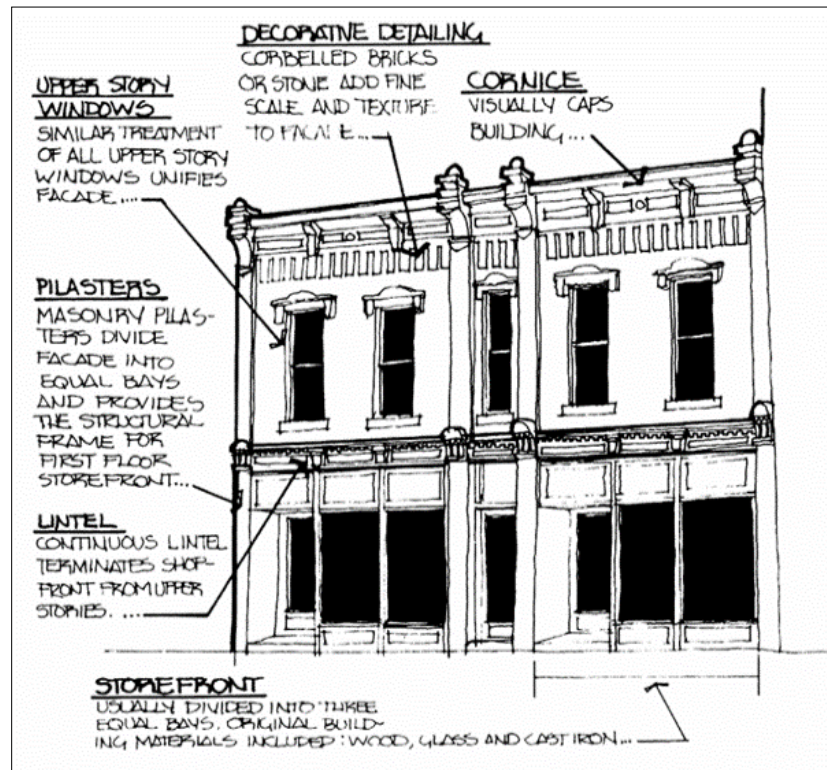
## **Sections 17.07.41 to 17.07.49: Reserved**

### **Section 17.07.50: DMU Zoning District Design Standards**

- (1) Downtown Mixed-Use zoning district Design Standards.
  - (a) Purpose. This district is intended to implement the urban design recommendations of the Comprehensive Plan, by preserving and enhancing the historical quality of the downtown, and by attaining a consistent visually pleasing image for the downtown area, as defined by the mapped boundaries of the Downtown Mixed Use zoning district.

- (b) Applicability. The regulations of this Section shall apply to new development and changes to the exterior of any building within the mapped boundaries of the Downtown Mixed Use zoning district.
- (c) Review and Approval.
1. There are three categories of review in this district:
    - a. **Renovation Review** (renovation of the exterior appearance of a property such as repainting, re-roofing, residing or replacing with identical colors, finishes, and materials)
    - b. **Design Alteration Review** (change only in the exterior appearance of a nonresidential or multi-family property such as painting, roofing, siding, architectural component substitution, fencing, paving, or signage)
    - c. **Project Review** (modification to the physical configuration of a property such as the erection of a new building, the demolition of an existing building, or the addition or removal of bulk to an existing building)
  2. Plan Commission review and approval may be required. The three categories and procedural requirements for review and approval are described fully in [Section 17.10.44](#).
  3. Design standards for changes meeting the criteria for Project Review are found in [Section 17.07.50\(1\)\(e\)](#), below. Design standards for changes meeting the criteria for Design Alteration Review or Renovation Review are found in [Section 17.07.50\(1\)\(f\)](#), below.
  4. Designated Historic Structures. These regulations are separate and in addition to requirements related to changes to Local, State, and National Landmarks and properties as regulated by the Village of Mount Horeb Historic Preservation Commission (see [Section 17.02.22](#)). Prior to taking action, Section 17.02.022 shall be followed for all properties designated as historic, contributing to a historic district, or considered by a study or survey to be eligible for listing on a local, state, or national register.
- (d) Design Theme: The design theme for the Downtown Mixed Use Zoning District is based on its historical, pedestrian-oriented development pattern that incorporates retail, residential, and institutional uses. Building orientation and character includes minimum setbacks at the edge of the sidewalk, multi-story structures, use of alleys for access, and on-street or other off-site parking. The design theme is characterized by a variety of architectural styles popular at the time, including Italianate, Romanesque, and Neoclassical, in a multi-story format with office, storage, or residential located over commercial. The façades of these buildings have a traditional main street storefront appearance, are relatively small in scale, have street yard and side yard setbacks of zero feet, have prominent horizontal and vertical patterns formed by regularly spaced window and door openings, detailed cornice designs, rich detailing in masonry coursing, window detailing and ornamentation, and are predominately brick, stone, or wood. Exterior building materials are of high quality. Exterior appurtenances are minimal. Exterior colors are harmonious, simple, and muted. Exterior signage blends, rather than contrasts, with buildings in terms of coloring (complementary to building), location (on-building), size (small), and number (few).

**Figure 17.07.50a: Architectural Components**



- (e) Design Standards for Project Review (New Construction, Building Additions, and Building Alterations).
1. The design standards contained in this Subsection shall apply to all changes meeting the criteria for Project Review (including all new buildings, building additions, and new building appurtenances). Such activities shall correspond to the following:
    - a. The following requirements for building setback; height; building mass; horizontal rhythms (created by the placement and design of façade openings and related elements such as piers, columns); vertical rhythms (created by the placement and design of façade details such as sills, transoms, cornices and sign bands); roof forms; exterior materials; exterior surface features and appurtenances; exterior colors; exterior signage; on-site landscaping; exterior lighting; parking and loading area design; and the use of screening.
  2. Building Setback. Throughout the district, the setback of buildings from street yard and side yard property lines shall be compatible with existing buildings in the immediate area which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
    - a. No parking areas shall be located along any street frontage within the DMU district, unless an exception is granted through the conditional use process (Section 17.10.32).
  3. Building Height.
    - a. See Sections 17.04.11 to 17.04.14 for zoning district maximum height requirements.
  4. Building Mass.

- a. Throughout the district, the mass of buildings shall be compatible with existing buildings in the immediate area which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  - b. The characteristic proportion (relationship between façade height and width) of the design theme shall be maintained.
  - c. Building mass for large structures (with a façade area exceeding 5,000 square feet) shall be disguised through the use of façade articulations, or through the use of exterior treatments which give the impression of directly adjoining individual buildings, as determined by the Plan Commission.
5. Horizontal Rhythms. The horizontal pattern of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as piers and columns shall be spaced at regular intervals across all visible façades of the building, and shall be compatible with those of existing buildings in the immediate area which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  6. Vertical Rhythms. The floor heights on main façades shall appear visually in proportion to those of adjoining buildings. The rhythm of the ground floor shall harmonize with the rhythm of upper floors. The vertical pattern of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as sills, headers, transoms, cornices and sign bands shall be compatible in design and elevation with those of existing buildings in the immediate area which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  7. Roof Forms. Flat or gently sloping roofs which are not visible from the street shall be used. Mansards or other exotic roof shapes not characteristic of the design theme described in Subsection (1)(d) above, as determined by the Plan Commission, shall not be used. See **Figure 17.07.50b**.

**Figure 17.07.50b: Roof Forms**

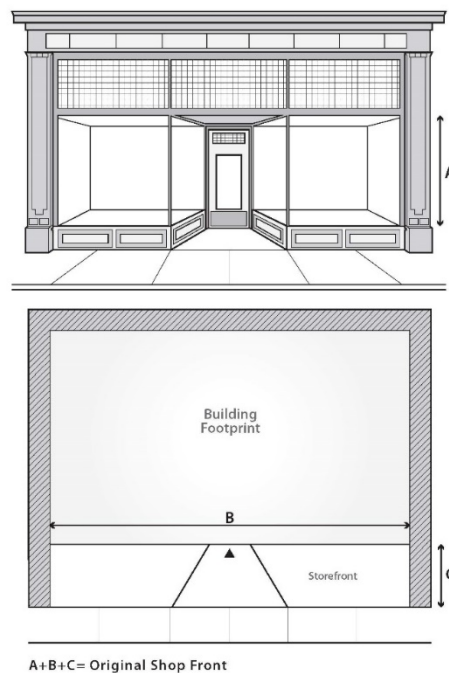


8. Exterior Materials. Selected building materials shall be compatible with those of existing buildings within the same block-face which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  - a. Masonry. Stone or brick facing shall be of even coloration and consistent size. Cinder block, concrete block, concrete slab, or concrete panel shall not be permitted.
  - b. Siding.
    - i. Wood, thin board texture vinyl, fiber cement, or textured metal clapboard siding may be appropriate, particularly if the proposed non-masonry exterior was used on a building which conforms to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
    - ii. Clapboard or board and batten may be appropriate in certain instances where used on the existing structure within the same block-face which conforms to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
    - iii. Class IV materials are prohibited.
  - c. Glazing. Clear, or slightly tinted glass or related glazing material shall be used. Mirrored glass, smoked glass, or heavily tinted glass shall not be permitted, unless needed in a special situation as determined by the Plan Commission.
  - d. Colors. The Victorian color palette shall be used with all exterior materials.
9. Exterior Surface. Exterior surface appurtenances shall be compatible with those of existing buildings in the immediate area which conform to the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  - a. The traditional storefront design theme (characterized by strong horizontal and vertical rhythms formed by building openings, windows, and transom windows) shall be employed for all new nonresidential buildings. Ground floors consisting entirely of residential or office uses shall be exempt from this requirement.
  - b. Throughout the district, avoid cluttering building façades with brackets, wiring, meter boxes, antennae, gutters, downspouts and other appurtenances. Unnecessary signs shall also be avoided. Where necessary, such features shall be colored so as to blend in, rather than contrast, with the immediately adjacent building exterior. Extraneous ornamentation which is inconsistent with the design theme described in Subsection (1)(d) above, as determined by the Plan Commission, is also prohibited.
10. Awnings and Marquees. Awning and marquee size, color and placement shall complement the architectural character of the building, as determined by the Plan Commission.
  - a. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation shall be used for awnings.
  - b. Aluminum or suspended metal canopies shall be prohibited.
  - c. Signage applied to awnings shall be simple and durable.
  - d. Backlit awnings are prohibited.
11. Exterior Lighting. On-building exterior lighting shall be compatible and harmonious with the design theme described in Subsection (1)(d) above and [Section 17.06.20](#), as determined by the Plan Commission.
  - a. On-Building Lighting. The design, color, height, location, and light quality of all on-building light fixtures shall be consistent for all light fixtures.

- b. Ground-Mounted Lighting. The design, color, height, location and light quality of ground-mounted lighting shall be consistent with the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
12. Signage. See Article IX for all signage requirements.
13. Cleaning. Structural components and exterior materials shall be cleaned when necessary, and with only the gentlest possible methods.
  - a. Low-pressure water, steam cleaning, and soft natural bristle brushes are permitted.
  - b. Sandblasting and power washing (more than 400 psi) are prohibited.
  - c. Other methods shall be pre-approved by the Plan Commission.
- (f) Design Standards for Design Alteration Review and Renovation Review (Changes to the Exterior Appearance of a Property).
1. Applicability. The design standards contained in this Subsection shall apply for the following changes to the exterior of a property:
    - a. All changes meeting the criteria for Design Alteration Review (including painting, roofing, siding, architectural component substitution, fencing, paving, and signage)
    - b. All changes meeting the criteria for Renovation Review (including repainting, re-roofing, residing, or replacing with identical colors, finishes, and materials)
    - c. Any other instance in which existing construction is proposed for rehabilitation and/or restoration. (New projects, building additions, and new appurtenances and features shall comply with the Design Standards of Subsection (1)(e), above.)
  2. In General. Buildings shall be restored relying on physical evidence (such as photographs, original drawings, and existing architectural details) as much as possible, in keeping with the design theme described in Subsection (1)(d) above, as determined by the Plan Commission.
  3. Exterior Materials and Surface Features. Materials and features identical to the original exterior materials and surface features shall be used. If replacement with identical materials and features is not possible, other features and materials may be used, provided they are compatible with the design and style of the building, as determined by the Plan Commission.
    - a. Where such knowledge is lacking, materials and features in common use at the time of building erection shall be used.
    - b. Significant architectural features, including cornices, moldings and coursings shall be preserved or replaced with identical features and materials where possible.
  4. Windows and Doors. The size, proportion, and rhythm of original windows and doors shall not be altered.
    - a. Original window and door openings shall not be blocked. Where now blocked, blocked window and door openings shall be restored where possible.
    - b. Window and door features, including lintels, sills, architraves, shutters, pediments, hoods and hardware, shall be preserved where possible.
      - i. If preservation is not possible, as determined by the Plan Commission, window and door features shall be replaced with identical features and materials. If replacement with identical features and materials is not possible, other features and materials may be used, provided they are compatible with the design and style of the building, as determined by the Plan Commission.

- ii. Dark frames (i.e. anodized bronze) shall be used to replace storefront and upper story windows.
  - iii. Clear aluminum finishes and mill finish aluminum storm windows are prohibited.
  - iv. If shutters are proposed, real, functional shutters or shutters that are the same dimensions as real, functional shutters (as opposed to purely decorative shutters) shall be used.
5. Storefronts. Storefronts shall fit inside the original shop front in terms of all 3 dimensions (vertical, horizontal and front to back articulation). See **Figure 17.07.50c**.
  - a. Display windows shall be restored to their original appearance.
  - b. The configuration of display windows shall be substantially similar to the original configuration. This provision shall be construed to prohibit garage doors and bay windows when they were not part of the original building design.
6. Entrances, Porticos, and Porches. Original porches, and steps shall be retained, except as required to meet accessibility standards. Porches, porticos, steps, and related enclosures which do not comply with the architectural design theme, as determined by the Plan Commission, shall be removed. See **Section 17.04.40** for ramp requirements.
7. Roofs. The original roof shape and character of visible materials shall be retained. Original architectural features which give the roof its essential character, including dormer windows, cupolas, cornices, brackets, chimneys and weathervanes, shall be preserved if in keeping with the architectural design theme described in Subsection (1)(d) above, as determined by the Plan Commission.

**Figure 17.07.50c: Storefronts**



**Sections 17.07.51 to 17.07.99: Reserved**



## AGENDA ITEM REPORT

### MEETING DATE

July 23, 2025

### PREPARED BY

Nicholas Owen, Administrator

### AGENDA ITEM # 3.f

Update on Certified Local Government Grant

### BACKGROUND

We received word from the State that the federal funding for our Certified Local Government Grant to perform the historical survey has been released. Unfortunately, those funds are not officially available until the State Historic Preservation Office has them in hand, so they are not yet prepared to send out the Memoranda of Agreement that allows us to begin work on our project. Due to the delay in the release of the funding, they are including a blanket 6-month extension for completion of all 2025 projects. We will continue to monitor the situation and be prepared to act when funds are made available.

### RECOMMENDATION

### ATTACHMENTS

None