

PLAN COMMISSION AGENDA
Wednesday, June 25, 2025 at 7:00 PM

MEETING MINUTES

1) Call to order

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

2) Roll call

Members Present: Sarah Best, Andrew Kidd, Jill Remmert-Willis, Destinee Udelhoven, Ben Vondra, Peggy Zalucha

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

3) Public Comments

The following spoke or registered in opposition of the 214-220 E Main St Apartment: Stephen Sopcak at 215 N Brookwood, Janelle Holmstrom at 3192 Cty Rd JG, Glenda Hodge at 42 Windflower Way, Elleen Young at 108 S Fourth, Kristen Dresen at 2738 Allen Dr, Verona, Jessica Arrigoni at 313 S Fourth St, Jamie Ekenberg at 259 Marcie Dr, Brooklyn, Brian Ladow at 4036 Twin Ct, Ridgeway, Lori Midthun 406 Oak St, Jan Ekenberg at 9404 JG.

The following spoke in support of the 214-220 E Main St Apartment: Stephanie Gauthier-Phillips at 200 N Second St, Steve Shulfer, 2502 Perimeter St

Czyzewski informed the Commission of a variety of emails received.

4) Agenda Items

a. Consideration of May 28, 2025 Meeting Minutes

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

b. Amendment to the General Development Plan and Specific Development Plan for Mixed-Use Building at 1881 Springdale Street

1. Public Hearing: Amendment to the General Development Plan for Mixed-Use Building, 1881 Springdale Street, MMI, LLC (Tim Neitzel)

Matthew Tills from Knothe & Bruce Architects and Developer Tim Neitzel summarized the need to amend the original plan due to cost. Rohr summarized the following changes: 23 units to 26 units residential, an increase in commercial space, and granting the building height up to 46 feet.

Hearing opened at 7:31pm

Michael Varney at 1824 Fjord Pass questioned the height and location of the building. Rosemary Kavon at 1826 Fjord Pass questioned façade, trash receptacles and landscaping.

Hearing closed at 7:41pm

Architect Tills spoke on the height and the past request to change the flat roof to a pitched roof. The Landscaping shows a dense hedge and samples of façade materials were presented.

2. Recommendation on Ordinance 2025-07 Amending GDP for 1881

Springdale Street

Udelhoven Motioned to recommend approval of amendment to the General Development Plan for 1881 Springdale Street to include the recommendations in the May 28, 2025 Memorandum in the agenda packet. Vondra seconded and Motion carried by unanimous voice vote.

3. Recommendation on Amendment to SIP for 1881 Springdale Street

Rohr summarized the changes to the porches, ventilation wall packs, landscaping, and other changes listed in the May 28, 2025

Memorandum. Architect Tills informed that the garbage dumpsters would be inside the building and wheeled out for pick up only.

Udelhoven Motioned to recommend approval of amendment to the Specific Implementation Plan for 1881 Springdale Street to include the recommendations in the May 28, 2025 Memorandum in the agenda packet. Best seconded and Motion carried by unanimous voice vote.

c. Rezone Request and Zero Lot Line CSM for 109-115 Ridge Dr, Kent McDonell, RZR1 LLC

Joe Miller from RZR1 and Rohr summarized the need for a plan development since the nonconforming lots did not meet the setbacks and square footage for Zero lot line.

1. Public Hearing on Request to Rezone 109-115 Ridge Dr from R-2 Two-Family Residential to PD Planned Development

Hearing opened at 7:57pm and closed at 7:58pm. No one spoke.

2. Consideration of Ordinance 2025-08 Rezoning 109-115 Ridge Dr from R-2 Two-Family Residential to PD Planned Development

Miller explained the need for an easement at 113 and 115 Ridge for the driveway. Best Motioned and Zalucha seconded to consider Ordinance 2025-08 Rezoning 109-115 Ridge to Planned Development. Motion carried by unanimous voice vote.

3. Consideration of Zero Lot Line CSM for 109-115 Ridge Drive

Vondra Motioned and Kidd seconded to consider the Zero Lot Line CSM for 109-115 Ridge. Motion carried by unanimous voice vote.

d. Consideration of Amendments to Specific Implementation Plan, Steve Brown Apartments, 120 S First St, Front Street Station

Dan Seely and Rohr summarized the proposed exterior site changes. Key changes included removal of: a portion the rear façade for underground parking, the mural, the second story outdoor patio, and reconfigured facades. Architect Samuel presented samples of the building materials. Economic Developer Kristen Fish-Peterson spoke on what a huge asset the building would be to the downtown area. The Commission discussed the revisions at length.

Kidd Motioned and Best seconded to consider the amendments to the Specific Implementation Plan for 120 S First including the following revised 6/24/25 memorandum recommendations. Motion carried by unanimous voice vote.

Village Planner's Revised Recommendations:

1. A recommendation to the Village Board that the Amendment to the Specific Implementation Plan for 120 E. Front Street be approved, subject to any and all requirements identified by the Plan Commission under Design Review.
 - a. Recommended
2. A recommendation to the Village Board that the Site Plan packet be approved, subject to any and all requirements identified by the Plan Commission under Design Review.
3. Design Review as submitted to the Village, including waivers from the Design Review requirements approved by the Plan Commission, including:
 - a. 9.a.i and ii. for deviation from the Victorian color palette for black portions of the façade, as depicted.
 - i. Recommended
 - b. 10.a. for the non-decorative garage door on northern façade for the in-building parking entry, as depicted.
 - i. Recommended
 - c. 11.a. and b. for the proposed translucent film window treatment screening along the first-floor windows facing Front Street and 1st Street, as depicted.
 - i. Recommended with the condition of adding public art images within the translucent film window treatments along the ground floor façade facing each street.
 - d. 14.b. for the metal awning over the main entryway, as depicted.
 - i. Recommended
4. Require the full Sign Plan package to be brought back to the Plan Commission for review and approval.
 - a. Recommended
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. Require the applicant to provide lighting fixture plans and photometrics plans to ensure compliance with the Zoning Ordinance, including landscaping lighting along the southern (rear) façade.
 - i. Recommended
6. Require approval from the Village Engineer and Public Services Department for any on-street parking reconfiguration proposed, which in 2023 included angled parking stalls along the south side of Front Street and no angled parking stalls along First Street because they were deemed infeasible.
 - a. Recommended
7. Any additional requirements identified by Village Staff, the Village Engineer, the Plan Commission, or the Village Board.
 - a. Recommended with two additional conditions added:
 - i. Require the applicant to include a mural on the rear façade of the structure near the southeastern corner to be reviewed by the Plan Commission prior to installation and installed by the applicant within 3 years of building occupancy.

- ii. Require the applicant to provide a civil engineering analysis on whether or not a fence or wall is needed for safety purposes between the southern extent of the rear driveway and the property line due to proposed grade changes at the property line. Analysis shall be reviewed by Village staff and, if it is determined to be necessary for safety reasons, Village staff may approve such plan revisions.

e. Concept Presentation: 214-220 E Main Street Redevelopment

Owner Jeff Grundahl and Steve Shulfer from Sketchworks Architecture gave an overview on the four-story mixed-use apartment building development. The building includes 66 residential units and 4,500 sq ft of first floor commercial space. The building height is proposed to be 54 ft with the fourth floor stepped back. Czyzewski read an email from the Village Administrator Nic Owen and Economic Developer Kristen Fish-Peterson spoke on the opportunities of the project. Commissioner Willis-Remment left the meeting at 9:00pm. The Commission discussed the project at length including downtown building heights. The Commission requested the owner return with focus on the façade, height, parking, public input and a revised plan.

Committee Reports:

f. Plan Commission Chair Report

1. **Reminder of June 30th Special Meeting, 6:00 p.m.**
2. **Verification on Height of Opera House**
Building Height from sidewalk to gutter is 35.09 feet.

g. Village Planner Report

No Report.

h. Building Inspector Report

New Inspection Service – 3C Inspect LLC, Inspector Ryan Lindsey

5) Meeting adjournment.

Kidd Motioned and Zalucha seconded to the adjournment at 9:55pm. Motion carried by unanimous voice vote.