

HISTORIC PRESERVATION COMMISSION AGENDA
Wednesday, October 22, 2025 at 6:00 PM

MEETING MINUTES

1) Call to order

Chair Marc Schellpfeffer called the meeting to order at 6:00 pm in the Public Safety Meeting Room, 400 Blue Mounds Street, Mount Horeb, WI.

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

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

2) Public Comments

Janelle Holmstrom spoke on Zoning height asking that the height on Main Street not exceed existing structures.

3) Agenda Items

a. Consideration of August 27, 2025 Meeting Minutes

Sale Motioned and Minter seconded to approve the August 27, 2025 minutes. Motion carried by unanimous voice vote.

b. Approval of Request for Proposal for Historic Survey

Udelhoven informed on the Request for Bids (RFB) template for an intensive Village-wide survey to identify historic properties. Schellpfeffer questioned sources of funding and amounts in the RFB. Udelhoven informed of the grant amounts and the reason it is in the RFB. Schellpfeffer Motioned to the RFB with correction to changing the word city to village. Sale seconded and motion carried by unanimous voice vote.

c. Discussion: Historic Preservation Section in Zoning Code Rewrite

Owen gave an overview on preliminary discussion and proposed a special meeting to discuss the code. Udelhoven requested to reiterated the downtown structure height at the Plan Commission Meeting.

4) Local Preservation Group Reports

a. Mount Horeb Area Historical Society

Udelhoven and Overland informed on the Wisconsin HPC Conference that three of the members attended.

b. Mount Horeb Landmarks Foundation

No report.

5) Future agenda items

Special Recodification Meeting

Preservation Plan with design guidelines

Certificate of Appropriateness form

6) Meeting adjournment.

Overland Motioned, Minter seconded to Meeting adjournment at 6:17pm. Motion carried by unanimous voice vote.