

HISTORIC PRESERVATION COMMISSION AGENDA
Tuesday, November 11, 2025 at 6:30 PM

MEETING MINUTES

1) Call to order

Chair Marc Schellpfeffer called the meeting to order at 6:50 pm in the Board Room of the Municipal Building, 138 East Main Street, Mount Horeb, WI.

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

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

2) Public Comments

No Comments.

3) Agenda Items

a. Consideration of October 22, 2025 Meeting Minutes

Overland Motioned and Sale seconded to approve the October 22, 2025 minutes with corrections to Item 4 change the word Milwaukee to Wisconsin. Motion carried by unanimous voice vote.

b. HPC Full Draft Zoning Ordinance Review

Rohr summarized the documents in the agenda packet. Rohr and the Commission discussed the understanding of the Historic Preservation Overlay Zoning District. Owen suggested creating a HPC webpage for the public. The following is a summary on the directions Rohr received from the Commission:

- Add language to specify what happens if nomination is denied to match other processes in the code (reapply in 6 months).
- Retain powers, duties, etc. in this section, but add another section in Article 10 that cross references where these standards can be found.
- Change the maximum height to 40' and 3 stories to match changes made within the Downtown Mixed Use zoning district along Main Street.
- Remove "multi-story structure" from the design theme description and defer to the bulk dimensional standards for the zoning district
- Reword the color palette requirements to include language about matching the era of building construction, restoration, or historical significance and list potential color palettes that would achieve this requirement.
- Remove inconsistent language about ground floor residential that's in conflict with the mixed-use building requirements for the district.
- Clearly outline the process for HPC involvement for both locally-designated (HPC review and approval) and non-locally-designated properties (HPC input, PC review and approval).
- Very minor typo and wording revisions within the Historic Preservation Overlay, DMU Zoning District Design Requirements, and DMU Zoning District Design Review sections.

The Commission discussed the proposed zoning map and rezoning the block between N Third and N Fourth Street from Downtown Mixed Use (DMU) to Neighborhood Mixed Use (NMU), specifically to residential setbacks. Schellpfeffer called a straw poll to the proposed rezoning of the block. Vote result: 2 in favor and 3 against. No further action was taken.

The Commission questioned existing code on opting out. Owen informed of ORD 2024-01 adopted in January 23, 2024 changing the language.

4) Future agenda items

December 17, 2025 Next Meeting

Set date for public input session on grant reviewing

5) Meeting adjournment.

Minter Motioned, Schellpfeffer seconded to Meeting adjournment at 8:48pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson