

**PLAN COMMISSION AGENDA**  
**Wednesday, January 28, 2026 at 7:00 PM**

**MEETING MINUTES**

1) **Call to order**

Chair Ryan Czyzewski was absent and Sarah Best 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, Destinee Udelhoven, Ben Vondra, Peggy Zalucha

Absentee Members: Ryan Czyzewski, Jill Remmert-Willis

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

3) **Public Comments on Non-Agenda Items**

None

4) **Agenda Items**

a. **Consideration of December 17, 2025 Meeting Minutes**

Vondra Motioned and Zalucha seconded to approve the minutes of the December 17, 2025 meeting. Motion carried by unanimous voice vote.

b. **Cottages at Brookstone Hills Pocket Neighborhood**

Developer Chad Wuebben of Encore Homes spoke on the concerns from the December meeting. The elevations will be finalized and discussed with the SIP. Connectivity to the west was not possible and parking on the one-way street will be on one-side. Rohr summarized the twenty-one-unit single family development and past discussion.

**1. Public Hearing for General Development Plan(GDP) for Rezone of land from ag to R3 to PD**

Public Hearing opened at 7:04 pm

Theresa Kopish from 901 Brookview Trail spoke questioning only one exit from the development. Greg Kopish questioned parking on the agenda item card but did not speak.

Public Hearing closed at 7:05 pm

Owen stated the size of the development controls the number of exits and no other exit was planned for at this time.

**2. Consideration of GDP for the Cottages at Brookstone Hills**

Rohr summarized the recommendations in the packet Memorandum dated January 28, 2026. Udelhoven questioned if the application was complete. The Commission discussed the recommended flexibilities which included parking. Owen informed of a future meeting with the MH Fire Department. The SIP and landscape plans will be presented at a later date. Vondra Motioned to consideration of the GDP to include the recommendations listed in the packet

Memorandum dated January 28, 2026 which includes: the review standards for the SIP, the condominium plat, additional requirements from staff, and details on the parking setup and the one-way drive. Zalucha seconded and the Motion carried by unanimous voice vote with exception to Udelhoven who objected.

**3. Consideration of Certified Survey Map (CSM) to convert outlot into Standard Lot**

Owen and Rohr summarized that the existing outlot needed the legal ability to be developed. Kidd Motioned to approve the CSM and Udelhoven seconded. Motion carried by unanimous voice vote.

**4. Concept discussion on home elevations for Cottages at Brookstone Hills**

Developer Chad Wuebben informed that the front porch and garage will be modernized with the SIP. The Commission discussed varying the facades, materials, and roof ridge line pitches. Further discussion took place on reducing the prominence of front-loaded garages, functional front porches, and driveway depths.

**c. JT Klein Senior Affordable and Market Rate Multi-Family Housing, 101 Perimeter Rd**

**1. Consideration of Specific Implementation Plan**

**2. Consideration of Site Plan**

JT Klein representatives spoke on the two multifamily apartment buildings. Building one (49-unit market rate) and building two (40-unit affordable senior). Klein submitted samples of the building colors and materials. The Commission discussed the design and requested the following staff approvals on:

- Building 1: Increase the size of the overhangs on the gables to 2' in depth
- Building 2: Lighten the iron-grey color on the façade with a lighter grey
- Both Buildings: Increase the number of in-building bicycle parking spaces through the use of hanging racks in front of parking spaces.

Additional discussion took place on landscaping and signage. The pedestrian connection to the library was not possible due to grade changes.

Best Motioned to consideration of the SIP and Site Plan to include the recommendations listed in the packet Memorandum dated January 28, 2026 and the above listed requests. Kidd seconded and the Motion carried by unanimous voice vote.

**d. Discussion on Exterior Lighting Ordinance**

Dark Sky advocate Scott Lind spoke on exterior lighting. The Commission discussed the packet information (noting the shield graphic is incorrect). The Commission agreed to keep the draft markup with the following changes:

- Require that lighting not be adjustable beyond 3000K per Scott Lind's comments

- Add an exception to the footcandle requirements at the property line for adjacent properties under the same ownership
- Change the word perimeter related to security lighting to the property line for further clarification

5) **Committee Reports:**

a. **Plan Commission Chair Report**

In Packet

b. **Village Planner Report**

No Report

c. **Building Inspector Report**

In Packet

6) **Meeting adjournment.**

Udelhoven Motioned and Kidd seconded to the adjournment at 9:00pm. Motion carried by unanimous voice vote.

Minutes by Assistant Clerk Jean Culberson