



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

VILLAGE BOARD AGENDA
Wednesday, April 1, 2026 at 7:00 PM

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll call
- 4) Public Comments on Non-Agenda Items*
- 5) Consent Agenda
 - a. Consideration of February 19, 2026 Special Village Board and Finance & Personnel Committee Meeting Minutes
 - b. Consideration of February 23, 2026 Special Village Board and Finance & Personnel Committee Meeting Minutes (1)
 - c. Consideration of February 23, 2026 Special Village Board and Finance & Personnel Committee Meeting Minutes (2)
 - d. Consideration of February 25, 2026 Special Village Board and Finance & Personnel Committee Meeting Minutes
 - e. Consideration of March 4, 2026 Meeting Minutes
 - f. Consideration on Certified Survey Map Land Division Town of Vermont-Sherven
 - g. Consideration of ORD 2026-04, "AN ORDINANCE TO AMEND SECTION 11.09 COLLECTION AND DISPOSAL OF SOLID WASTE AND CREATE SECTION 11.10 COLLECTION OF AND DISPOSAL OF RECYCLABLES"
 - h. Consideration of ORD 2026-05, "AN ORDINANCE TO AMEND SECTION 18 LAND DIVISION REGULATIONS, MOUNT HOREB, WISCONSIN"
 - i. Consideration of RESO 2026-07, "APPROVAL OF CHANGES TO THE MOUNT HOREB URBAN AREA FUNCTIONAL CLASSIFICATION SYSTEM"
- 6) Agenda Items
 - a. Introduction of Interim Village Administrator, Jon Hochkammer
 - b. Presentation of Library Annual Report

- c. Proclamation for Recognizing National Library Week
 - d. Authorization to Bid 2026 Street Improvement Project
 - e. Consideration of 15-minute parking stall along the west side of S. Grove Street
 - f. Consideration of 10-minute take out parking in front of the building on the west side of S. First Street
 - g. Arbor Day Proclamation
- 7) Committee Reports:
- a. Community Development Authority
 - b. Dane County Cities & Villages Association Report
 - c. Finance/Personnel
 - d. Historic Preservation Committee Report
 - e. Library Board
 - f. Mount Horeb Area Chamber of Commerce
 - g. Mount Horeb Area Joint Fire Department
 - h. Parks, Recreation, and Forestry Commission
 - i. Plan Commission
 - j. Public Safety Committee
 - k. Public Works Committee
 - l. School Liaison
 - m. Sustainability and Natural Resources Committee
 - n. Tourism Commission
 - o. Utility Commission
- 8) Village President's report
- a. Written Report
- 9) Village Administrator's report
- 10) Village Clerk's report
- 11) Meeting adjournment.

***Public Comment Policy**

Members of the public are invited to speak at meetings of all Mount Horeb Public Bodies. To comment, please complete a Public Comment Form at the Meeting Room entrance and submit it to staff before the meeting begins. Comments are limited to **three minutes**, must be made from the podium, and the speaker must return to the audience after speaking.

- **Non-agenda item comments** are heard at the start of the meeting. Public Body members and staff will not engage in discussion during public comment but may consider topics for future agendas.
- **Agenda item comments** are heard during the relevant item, after the proposers or staff present the item and before Public Body discussion. All public comments on the item will be heard before any discussion by the Public Body.

Members of the public will only be allowed to speak outside these public comment times if they are invited by the meeting chair to share additional information requested by the Public Body. If so invited to speak, the member of the public must do so from the podium.

Written comments are also welcome. Written comments shall include the name and address of the submitter and should be submitted to the Deputy Treasurer/Governance Coordinator by email at niki.erickson@mounthorebwi.info (subject line: *Public Comment Request-Name of Public Body*) or delivered by to the Village at: 138 E Main Street, Mount Horeb WI, 53572, ATTN *Public Comment Request-Name of Public Body*.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.



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SPECIAL VILLAGE BOARD & FINANCE/PERSONNEL COMMITTEE AGENDA

Thursday, February 19, 2026 at 11:00 AM

DRAFT MEETING MINUTES

- 1) Call to order
The Village Board and the Finance & Personnel Committee met on the above date in the 3rd Floor Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. President Ryan Czyzewski called the meeting to order at 11:00am.
 - a. Roll Call
Present were Village Board President Ryan Czyzewski, Trustees Ben Jones, Sarah Best, Jason Fendrick, Tim White, and Marc Schellpfeffer; and Finance & Personnel Committee Citizen Members Mike Healy and Jeff Hook. Also present were Administrator Nic Owen, Human Resources Director Andrea Murleau, and Finance Director/Treasurer Denise Schwenn.
- 2) Agenda Items
 - a. Interview with McMahon Associates Inc. for the Administrator Position
After brief introductions, Russ Van Gompel of McMahon Associates, Inc. provided a summary presentation of their proposal to provide an administrator candidate search and interim administrator services, process and timeline for candidate search, and costs breakdown. Committee and Board members conducted an interview-style discussion following Van Gompel's presentation. President Czyzewski thanked Van Gompel for his time, and he was excused from the meeting.
- 3) Closed Session
Healy moved; Hook seconded a motion to enter into closed session for further discussion and deliberation on Interview with McMahon Associates Inc. Motion carried by roll call vote:
Czyzewski-Yes
Jones-Yes
Best-Yes
Fendrick-Yes
Healy-Yes
Hook-Yes
White-Yes
Schellpfeffer-Yes

- a. Interview of Executive Recruitment Firms for the Administrator Position. The Finance & Personnel Committee and Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Finance & Personnel Committee and Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

4) Meeting adjournment.

After closed-session deliberations concluded, Jones moved; Best seconded a motion to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 11:43am.

Minutes by Denise Schwenn, Finance Director/Treasurer



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SPECIAL VILLAGE BOARD & FINANCE/PERSONNEL COMMITTEE AGENDA

Monday, February 23, 2026 at 11:00 AM

DRAFT MEETING MINUTES

- 1) Call to order
The Village Board and the Finance & Personnel Committee met on the above date in the 3rd Floor Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. Village President Ryan Czyzewski called the meeting to order at 11:00am.
 - a. Roll Call
Present were Village Board President Ryan Czyzewski, Trustees Ben Jones, Sarah Best, Jason Fendrick, and Tim White; and Finance & Personnel Committee Citizen Members Mike Healy and Jeff Hook. Also present were Administrator Nic Owen, Human Resources Director Andrea Murleau, and Finance Director/Treasurer Denise Schwenn.
- 2) Agenda Items
 - a. Interview with Public Administration Associates for the Administrator Position
After brief introductions, Kevin Brunner and Jon Hochkammer of Public Administration Associates, LLC (PAA) provided a summary presentation of their proposal to provide an administrator candidate search including provision of an interim administrator, process and timeline for candidate search, and costs breakdown. Committee and Board members conducted an interview-style discussion following their presentation. President Czyzewski thanked Brunner and Hochkammer for their time and they were excused from the meeting.
- 3) Closed Session
Fendrick moved; Healy seconded a motion to enter into closed session for further discussion and deliberation on Interview with Public Administration Associates. Motion carried by vote:
Czyzewski-Yes
Jones-Yes
Best-Yes
Fendrick-Yes
Healy-Yes
Hook-Yes
White-Yes

- a. Interview of Executive Recruitment Firms for the Administrator Position. The Finance & Personnel Committee and Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Finance & Personnel Committee and Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.
- 4) Meeting adjournment.
After closed-session deliberations concluded, Healy moved; Jones seconded a motion to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 11:56pm.

Minutes by Denise Schwenn, Finance Director/Treasurer



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SPECIAL VILLAGE BOARD & FINANCE/PERSONNEL COMMITTEE AGENDA

Monday, February 23, 2026 at 12:00 PM

DRAFT MEETING MINUTES

- 1) Call to order
The Village Board and the Finance & Personnel Committee met on the above date in the 3rd Floor Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. President Ryan Czyzewski called the meeting to order at 12:01pm.
 - a. Roll Call
Present were Village Board President Ryan Czyzewski, Trustees Ben Jones, Sarah Best, Jason Fendrick, and Tim White; and Finance & Personnel Committee Citizen Members Mike Healy and Jeff Hook. Also present were Administrator Nic Owen, Human Resources Director Andrea Murleau, and Finance Director/Treasurer Denise Schwenn.
- 2) Agenda Items
 - a. Interview with Innovative Public Advisors for the Administrator Position
After brief introductions, Jess Wildes and Jay Shambeau of Innovative Public Advisors (IPA) provided a summary presentation of their proposal to provide an administrator candidate search including provision of an interim administrator, process and timeline for candidate search, and costs breakdown. Committee and Board members conducted an interview-style discussion following their presentation. President Czyzewski thanked Wildes and Shambeau for their time, and they were excused from the meeting.
- 3) Closed Session
Fendrick moved; Healy seconded a motion to enter into closed session for further discussion and deliberation on Interview with Innovative Public Advisors. Motion carried by vote:
Czyzewski-Yes
Jones-Yes
Best-Yes
Fendrick-Yes
Healy-Yes
Hook-Yes
White-Yes

- a. Interview of Executive Recruitment Firms for the Administrator Position. The Finance & Personnel Committee and Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Finance & Personnel Committee and Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.

4) Meeting adjournment.

After closed-session deliberations concluded, Best moved; Hook seconded a motion to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 12:59pm.

Minutes by Denise Schwenn, Finance Director/Treasurer



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SPECIAL VILLAGE BOARD & FINANCE/PERSONNEL COMMITTEE AGENDA

Wednesday, February 25, 2026 at 5:00 PM

DRAFT MEETING MINUTES

- 1) Call to order
The Village Board and the Finance & Personnel Committee met on the above date in the 3rd Floor Conference Room of the Municipal Building, 138 E. Main Street, Mount Horeb, WI. President Ryan Czyzewski called the meeting to order at 5:00pm.
 - a. Roll Call
Present were Village Board President Ryan Czyzewski, Trustees Ben Jones, Sarah Best, Jason Fendrick, Tim White, and Marc Schellpfeffer; and Finance & Personnel Committee Citizen Members Mike Healy and Jeff Hook. Also present were Village Administrator Nic Owen, Human Resources Director Andrea Murleau, and Finance Director/Treasurer Denise Schwenn.
- 2) Agenda Items
 - a. Consideration of Executive Recruitment and Interim Administrator services
A brief summary of the Executive Recruitment and Interim Administrator Services candidates was provided. After brief discussion, Jones moved; Fendrick seconded a motion to award the executive recruiting contract to Public Administration Associates (PAA), citing a minor contractual adjustment for pricing limits. Motion carried by voice vote.
 - b. Consideration of salary and benefits parameters for Administrator recruitment
Human Resources Director Murleau provided information regarding the current administrator's salary and benefits structure and parameters and various options for changes or updates to be considered. After brief discussion by the committee, it was agreed to allow the Ad Hoc Administrator Hiring Committee to set and define these terms. No motion or vote was made.
 - c. Consideration of Ad Hoc Administrator Hiring Committee
After brief discussion regarding creation of an Ad Hoc Administrator Hiring Committee, it was decided that the committee membership would consist of the Village President, all Finance & Personnel Committee members, the Human Resources Director, and the Finance Director/Treasurer positions in place on the date of the vote to hire the Administrator. Trustee

Schelpfeffer moved; White seconded a motion to approve giving Ad Hoc Administrator Hiring Committee authority to pursue and recruit a Village Administrator. Motion carried by voice vote.

- d. Consideration of Administrator Job Description
Human Resources Director Murleau presented a draft version of the Village Administrator Job Description. After brief discussion, Trustee Best moved; Schelpfeffer seconded a motion to approve the job description as presented. Motion carried by voice vote.

3) Closed Session

- a. Consideration of Recruitment and Interim Administrator contract. The Finance & Personnel Committee and Village Board may convene in closed session as authorized by Section 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The Finance & Personnel Committee and Village Board may reconvene in open session and discuss and take action on the subject matter discussed in closed session.
There being no further discussion needed; no closed session discussion ensued.

4) Meeting adjournment.

There being no further business before this committee, White moved; Best seconded a motion to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 5:43pm.

Minutes by Denise Schwenn, Finance Director/Treasurer

**VILLAGE OF MOUNT HOREB
VILLAGE BOARD MEETING MINUTES
MARCH 4, 2026**

The Village Board met in regular session in-person on the above date in the 2nd Floor Board Room of the Municipal Building, 138 E Main Street.

Call to Order/Roll Call: Village President Ryan Czyzewski called the meeting to order at 7:00pm. The Pledge of Allegiance was recited. Present were Trustees White, Jones, Schellpfeffer, Gauger, and Best. Trustee Fendrick was absent. Also present were Administrator Nic Owen, Village Clerk Alyssa Gaffney, and Youth-In-Government student Aaron Fendrick.

Public Comments on Non-Agenda Items: Dane County Board District 30 candidate Jeremy Pings introduced himself to the board. Cathy Scott inquired about the closed session item.

Consent Agenda: Jones requested the Compensation Study Bid be removed from the consent agenda, due to the item being tabled at the Finance & Personnel Committee meeting. Schellpfeffer moved, White seconded to approve the remaining consent agenda items: February 16, 2026 Special Village Board & Finance/Personnel Committee meeting minutes; February 4, 2026 meeting minutes; January 26, 2026 Special Meeting Minutes; Resolution 2026-04 Approving Conditional Use Permit (CUP) for Cultivation of Fruit Trees in R-1-Single Family Residential Zoning District; Traffic patterns on Academy Street during school construction; Street Use Permit application from Mt Horeb Summer Frolic Committee for Frolic Parade route, June 14, 2026; Acceptance of public utilities and roadway for Phase 1 of the Brookstone Hills Subdivision; and Preliminary Draft Resolution authorizing Special Assessments for 2026 Street Projects.

Presentation from Kisten Fish-Peterson on TIF: Fish-Peterson gave her presentation about Tax Incremental Financing. Village resident Connie Nankee spoke about the Residential Improvement grant she had received from the village. The board discussed the benefits of having the TIF districts.

Repeal and Re-enact Chapter 17 of the Municipal Code of Ordinances, Zoning Code and Official Zoning Map:

1. **Presentation on the Proposed Zoning Code Map:** Sonja Kruesel from Vandewalle gave the presentation on the proposed zoning code and map. Cathy Scott inquired about the bulk regulations on DMU's. Stephen Sopcak, Ellen Myers, and Michelle Kelley spoke in opposition and voiced their concerns about the zoning code rewrite. Aaron Thomas commented on the rewrite, and Jeff Grundahl inquired about some of the zoning designations on the map. Owen, Kruesel, and the board addressed questions and comments.

The board discussed each item in Owen's memo in the board packet and suggested various adjustments. A recess was taken while each member of the board discussed a motion with Village Attorney Kleinmaier regarding their suggested adjustment to an item on the memo.

2. Consideration of Ordinance 2026-01 to Repeal and Re-enact Chapter 17 of the Municipal Code of Ordinances, the Zoning Code:

Once the recess concluded, Schellpfeffer moved, Best seconded to approve Ordinance 2026-01. The board discussed and made the following motions for specific adjustments to the ordinance:

-Jones moved, Schellpfeffer seconded to change 40% to 35% in Section 17.03.08 (2)(b)2., (2)(b)2.a.i., and (2)(b)2.b. Motion carried by unanimous voice vote.

-Jones moved, Best seconded to delete Section 17.03.08 (2)(b)2.a.ii. Motion carried by unanimous voice vote.

-Jones moved, Schellpfeffer seconded to amend Section 17.03.08 (2)(b)2. to insert "for Main Street, Front Street, South First Street, and South Second Street" between "line" and "whatever." Motion carried by unanimous voice vote.

-Jones moved, Schellpfeffer seconded to create Section 17.03.08 (2)(b)2.d. to read, "For avoidance of doubt, parking is prohibited in the areas identified as requiring non residential land uses." Motion carried by unanimous voice vote.

-Jones moved, White seconded to amend Section 17.04.12 Table of Bulk Dimensions – Mixed Use Zoning Districts, Maximum Lot Dwelling Unit Density row, Downtown Mixed Use column to delete "None" and insert "2.25 dwelling units per 1,200 square feet." All voted no, with the exception of White and Jones who voted aye. Motion failed.

-White moved, Jones seconded to amend Section 17.04.11 Table of Bulk Dimensions – Residential Zoning Districts, Principal Building Setbacks section, Minimum Rear Yard and Attached Deck Setbacks row, Columns SF-2, TF-1, and MF-1, to change 5 feet to 10 feet for alleys. All voted no, with the exception of White and Gauger who voted aye. Motion failed.

-Schellpfeffer moved, Gauger seconded to amend Section 17.02.11 (3)(b)1.c.i. to delete the following language, "except for minimum on-site parking requirements within the Downtown Mixed Use (DMU) zoning district." All voted aye, with the exception of White who voted no. Motion carried.

With no further discussion, all voted aye to approve Ordinance 2026-01 with the approved amendments. Motion carried by unanimous voice vote.

3. Consideration of Ordinance 2026-02 to Repeal and Re-enact the Official Zoning Map: Best moved, Gauger seconded to approve the zoning map. Motion carried by unanimous voice vote.

Ordinance 2026-03 Naming Village Administrator as Zoning Administrator: Best moved, Gauger seconded to approve the ordinance. Motion carried by unanimous voice vote.

Consideration of TIF Agreement for JT Klein Multi-Family Development, 101 Perimeter Rd, TIF 6: Attorney Kleinmaier explained this item. The board members gave their input. Jones moved, Schellpfeffer seconded to approve the agreement and give village staff authority to make the changes as described. Motion carried by unanimous voice vote.

Consideration of TIF Incentive Request (JT Klein Multi-Family project). The Village Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: This item was not needed, as there were no changes to be made to the TIF agreement that would need to be discussed in closed session.

Committee reports: All committee reports were given, with no action taken.

Village President's report: Czyzewski spoke about the upcoming Library event, citizen engagement, April 20th reorganization meeting, RFP's, the Interim Administrator and recruiting company who will be joining the village staff, and well wishes to Administrator Owen as his last day with the village is March 10th.

Village Administrator's report: Owen spoke about the upcoming ribbon cutting ceremonies and open house.

Village Clerk's report: Gaffney presented voting statistics on February's election and gave details on absentee voting for the April 7th election.

Adjournment: With no further business before the board, Schellpfeffer moved, Best seconded to adjourn @ 10:44pm. Motion carried by unanimous voice vote.

Minutes by Alyssa Gaffney, Village Clerk

LETTER TO PLAN COMMISSION

Dear Village of Mount Horeb,

Mark Sherven has accepted an offer to purchase all of his land south of the highway being 101.03 acres of land along with 2 of his allowed splits to build new homes. The Mlsna's are looking to building on the larger parcel (Lot 4) in the next 5-8 years and they wanted to proposed Lot 3 building site in case one of there children wanted to build there in the future. Mark also has 1 more split allowed on his farm and he would like to divide the land on the north side of the highway to allow for him to build a new home in the northwesterly corner of the property. This new home would be located on proposed Lot 2 and the existing home and buildings will remain on the proposed Lot 1 site.

We are working through the rezone and csm process with the town and county currently. This CSM falls within the Village ETJ area, so we ask that the Plan Commission consider review and approval of the CSM at this time.



VILLAGE OF MOUNT HOREB
 Zoning Administrator 608-437-9409
 138 East Main Street
 Mount Horeb, WI 53572

PLAN COMMISSION APPLICATION

PROJECT NAME: Sherven/Mlsna CSM

Project Address 5304 County Hwy J **Parcel Number:** 0706-362-9000-9+
[Access Dane Link](#)

Zoning Map

Current Zoning FP-35 **Future Land Use Zoning:** RR-8, RR-4, RR-2
[\(select zoning layer in map\)](#) [\(select future land use layer in map\)](#)

APPLICANT: <u>Mark Sherven</u>	
ADDRESS: <u>5304 County Hwy J, Mount Horeb 53572</u>	
PHONE: <u>608-438-4466</u>	EMAIL: <u>msherven@mhtc.net</u>

OWNER: <u>same</u>	
ADDRESS:	
PHONE:	EMAIL:

PROJECT DESCRIPTION: Mark is looking to create a new building site for himself to build on and he is selling all the land to the south of the highway and they would like to create the 2 additional building locations that are allowed on his farm. we are proposing a 4 lot csm that will designate those locations along with the existing home site

OWNER/APPLICANT SIGNATURE: _____ **DATE:** _____

FEES & DEPOSITS: (CHECK ALL THAT APPLY)

Application	Fee	Public Hearing-	Developer Deposit:
<input type="checkbox"/>	Certificate of Appropriateness (for Central Business Zoning)	No Fee	An escrow deposit is required in accordance with the Development Application Agreement. Total Fee Paid: _____ Date: _____ Fee Waived By: _____
<input type="checkbox"/>	Certified Survey Map (CSM) <i>scroll to Section 18.61 in schedule</i>	Schedule	
<input checked="" type="checkbox"/>	Certified Survey Map Extraterritorial <i>scroll to Section 18.61 in schedule</i>	Schedule	
<input type="checkbox"/>	Comprehensive Plan Amendment	\$150.00	
<input type="checkbox"/>	Conditional Use Permit (changes in USE of property)	\$150.00	
<input type="checkbox"/>	Conditional Use Permit (planned development district)	\$200.00	
<input type="checkbox"/>	Design Review	\$100.00	
<input type="checkbox"/>	General Development Plan (GDP)	\$200.00	
<input type="checkbox"/>	Specific Improvement Plan (SIP)	\$300.00	
<input type="checkbox"/>	Zoning Amendment (changes in zoning)	\$150.00	
<input type="checkbox"/>	Zoning Amendment (planned development district)	\$200.00	

The Village of Mount Horeb Plan Commission meets the fourth Wednesday of the month, unless noted on calendar. A schedule of deadlines can be found on the Zoning page of the Village website: [Plan Commission Calendar](#). **Consultation with the Village Administrator is highly encouraged to discuss procedure and necessary forms prior to any submittal.**

Note: applications requiring a public hearing will be scheduled for a hearing according to the publication deadline, with action considered at the scheduled Plan Commission meeting following the public hearing. Applicants are encouraged to contact the Village Administrator for a pre-application meeting to review the project and submittal requirements prior to submitting an official application.

Class One = Published in newspaper for one week / Class Two = Published in newspaper for two weeks

Application submittals should include:

- 1) Fully executed **Plan Commission Application**
- 2) Fully executed **Development Application Agreement** (attached)
 - A development agreement is a voluntary contract between a local jurisdiction and a person who owns or controls property within the jurisdiction, detailing the obligations of both parties and specifying the standards and conditions that will govern development.
- 3) Full payment for all associated fees
- 4) Written narrative of the proposed project
- 5) One electronic copy of **full submittal**
 - emailed to (2 parties) Nic.Owen@mounthorebwi.info and mhbuildinginspector@mounthorebwi.info,
 - or provided to our offices on a USB device or submitted via downloaded file

All **submittals** must contain the following to be considered complete:

- 1) Written narrative must include:
 - a. Owner and/or developer names and addresses
 - b. Where applicable; architect and/or engineer names and addresses
 - c. Description of proposed uses
 - d. Calculation indicating total site size, building floor area, number of parking stalls, amount of impervious surface, and amount of non-impervious green space
- 2) A scaled site plan which must include:
 - a. Name of project and date of plan preparation
 - b. Scale of drawing and north arrow
 - c. Property boundaries
 - d. Where applicable; both the one hundred (100) year recurrence interval floodplain and the floodway delineations
 - e. Where applicable; wetlands as delineated in the WDNR Wetland Inventory and 75' setback line from such wetlands
 - f. Existing and proposed easements on the subject property
 - g. Adjoining public street rights-of-way, street pavements, and sidewalk locations; existing and proposed driveways and curb cuts; and parking and loading areas
 - h. Location of existing and proposed building footprints with building and yard setback lines indicated
 - i. Location and size of any existing or proposed signs and fencing
 - j. Location and type of all outdoor lighting proposed to illuminate the site; including a photometrics plan of the site ([See Village Code Chapter 17.14 \(4\)](#))

- 3) Building Plans which must include:
 - a. Elevation drawing of each new or remodeled building façade, indicating height, materials and building dimensions
 - b. Colored renderings of all façades of the principal building showing the proposed colors
 - c. Building materials samples (upon request)
- 4) Grading and Stormwater Management Plan, including:
 - a. Existing and proposed topography shown at a contour interval of not less than two (2) feet at National Geodetic Vertical Datum
 - b. Location and dimension of Stormwater retention or detention basins and/or stormwater conveyances
- 5) Landscape Plan that meets all landscaping standards ([See Village Code Chapter 17.14\(25-27\)](#))
- 6) Parking Calculations
- 7) Escrow fees as outlined in the Development Application Agreement
- 8) Erosion Control and Stormwater Management Application and fees. *No person may begin a land disturbing construction activity or land developing activity subject to this division until the person has paid the Erosion Control Review and Inspection fee.
- 9) Erosion Control Plan
- 10) Signage Plan ([Village Code Chapter 17.171](#))
- 11) Design Review guideline ([See Village Code Chapter 17.14](#))
- 12) Refer to [Mount Horeb Village Code Chapter 17-Zoning Code](#) for all supporting details of required documentation.

DEVELOPMENT APPLICATION AGREEMENT

This Development Application Agreement (the "Agreement") is made and entered into this ___ day of _____, _____, by and between the Village of Mount Horeb, a Wisconsin municipal corporation (the "Village"), and Mark Sherven (the "Applicant").

RECITALS

- A. The Applicant plans to file, or has filed, an application for approval by the Village of one or more of the following activities within the Village's jurisdiction: site plan / conditional use permit / rezone / variance / other development (hereinafter referred to as the "Development").
- B. The Village desires to review and take action on the Development in a timely manner in accordance with all applicable federal, state and local laws and regulations, and without unreasonable expense to Village taxpayers.
- C. The Applicant agrees and acknowledges that decisions and approvals regarding the Development are legislative determinations to be made in the Village's discretion and that the Applicant's compliance with this Agreement does not, in any way, entitle the Applicant to approval of the Development.
- D. The process of reviewing the plans and documents associated with the Development will cause the Village to incur direct and indirect expenses including, but not limited to, staff time and fees and expenses incurred by the Village for outside consultant services related to review of the Development (*e.g.*, engineers, attorneys, accountants, planners, and other professionals).

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and for good and valuable consideration, the Village and the Applicant agree as follows:

1. *Recitals.* The representations and recitations set forth in the foregoing paragraphs are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though they were fully set forth in this paragraph.
2. *Applicant to Reimburse Village Review Costs.* The Applicant shall reimburse the Village for all direct and indirect costs and expenses related to the Village's review of the Development. The direct and indirect costs and expenses include, but are not limited to, staff time and fees and expenses incurred by the Village for outside consultant services (*e.g.*, engineers, attorneys, accountants, planners, and other professionals). For purposes of this Agreement, the direct and indirect costs and expenses shall be referred to as "Review Costs." Village staff time shall be charged at current rates.

3. *Deposit Required to Fund Reimbursement Account.*

- a. To ensure that funds are readily available to the Village for reimbursement of the Review Costs as provided in paragraph 2 above, the Applicant shall deposit with the Village an amount determined by the Village Zoning Administrator to be used to pay the Review Costs (the “Deposit”). The Village Zoning Administrator shall use the following table as a guide to determine the amount of the Deposit:

- (1) Small additions (<2,500 sf) shall require a \$1,500 Deposit.
- (2) Small-sized projects (<5,000 sf) shall require a \$3,500 Deposit.
- (3) Medium-sized projects (<10,000 sf) shall require a \$5,500 Deposit.
- (4) Large-sized projects (>10,000 sf) shall require a \$10,000 Deposit.
- (5) In addition to the amounts identified in (1) through (4), any Development that requires a development agreement or tax incremental financing assistance from the Village shall require an additional \$5,000 to \$10,000 Deposit.

All Deposit amounts shall be determined by the Village Zoning Administrator in his/her sole discretion and are not subject to challenge by the Applicant. Generally small additions will be less than 2,500 square feet, small projects less than 5,000 square feet, medium projects less than 10,000 square feet and large projects are over 10,000 square feet.

- b. The Applicant is responsible for payment of all Review Costs regardless of whether the amount exceeds the amount initially deposited with the Village. The Village reserves the right to require the Applicant to deposit additional amounts if the Village Zoning Administrator determines that additional amounts are necessary because of the size of the Development or because the Reimbursement Account (defined below) has been depleted.
- c. The Deposit may be provided in the form of cash, a certified check, cashier’s check, personal check, or some other form as approved by the Village.
- d. The required Deposit must be made by the Applicant upon execution of this Agreement.
- e. The Applicant agrees and acknowledges that the Village will not process the application(s) associated with the Development and that the Village may suspend or otherwise stop activities associated with the Development if the Applicant fails to comply with this Agreement.
- f. The Village shall place and maintain the Deposit in a segregated, non-interest-bearing account to be used solely for the purpose of reimbursing the Review Costs in accordance with paragraph 4 below (the “Reimbursement Account”).

4. *Village Withdrawals from the Reimbursement Account.*
 - a. After complying with the notification requirements of paragraph 4.b. below, the Village is entitled to make withdrawals from the Reimbursement Account to pay Review Costs in accordance with paragraph 2 above.
 - b. Not less than 5 days prior to making any withdrawal from the Reimbursement Account, the Village shall provide the Applicant with an itemized invoice for Review Costs incurred, together with a written notice of the Village's intent to withdraw such funds from the Reimbursement Account.
 - c. Withdrawals from the Reimbursement Account may be made as often as necessary to reimburse the Review Costs. In the event that the balance of Applicant's Reimbursement Account reaches \$1,000 or less, the Village shall have the discretion to continue withdrawing funds from the Reimbursement Account; to invoice the Applicant directly for payment; or to require the Applicant to pay additional monies to the Village, which monies shall be deposited in the Reimbursement Account. Payments for directly invoiced bills shall be due 30 days from the date the invoice is mailed to the Applicant.
 - d. Any amounts remaining in the Reimbursement Account after the Village has taken final action on the Development and all Review Costs have been paid shall be promptly refunded to the Applicant.
5. *Authority/Binding Effect.* The parties agree that the undersigned signatories to this Agreement have full power and authority to act on behalf of the Village and the Applicant, and that all necessary and enabling resolutions have been enacted. This Agreement shall bind the heirs, successors and assigns of the Applicant and the Village.
6. *Notification of Parties.*

Any notices to be provided under this Agreement may be made by delivery in person, by First Class mail, or by electronic mail (request a read receipt required) as provided below:

To Village: Village of Mount Horeb
 Village Administrator
 138 East Main Street
 Mount Horeb, WI 53572
 Email: Nic.Owen@mounthorebwi.info

To Applicant: Mark Sherven
5304 County Hwy J
Mount Horeb, WI 53572

Email: msherven@mhtc.net

7. *Severability.* If any provision of this Agreement is deemed invalid, then the invalidity of said provision shall not affect the validity of any other provision hereof.
8. *Amendment, Withdrawal, or Release.* This Agreement may be withdrawn, amended or released only by a written document duly executed by both parties.
9. *Effective Date.* This Agreement shall be effective commencing on the date indicated in the first paragraph above.

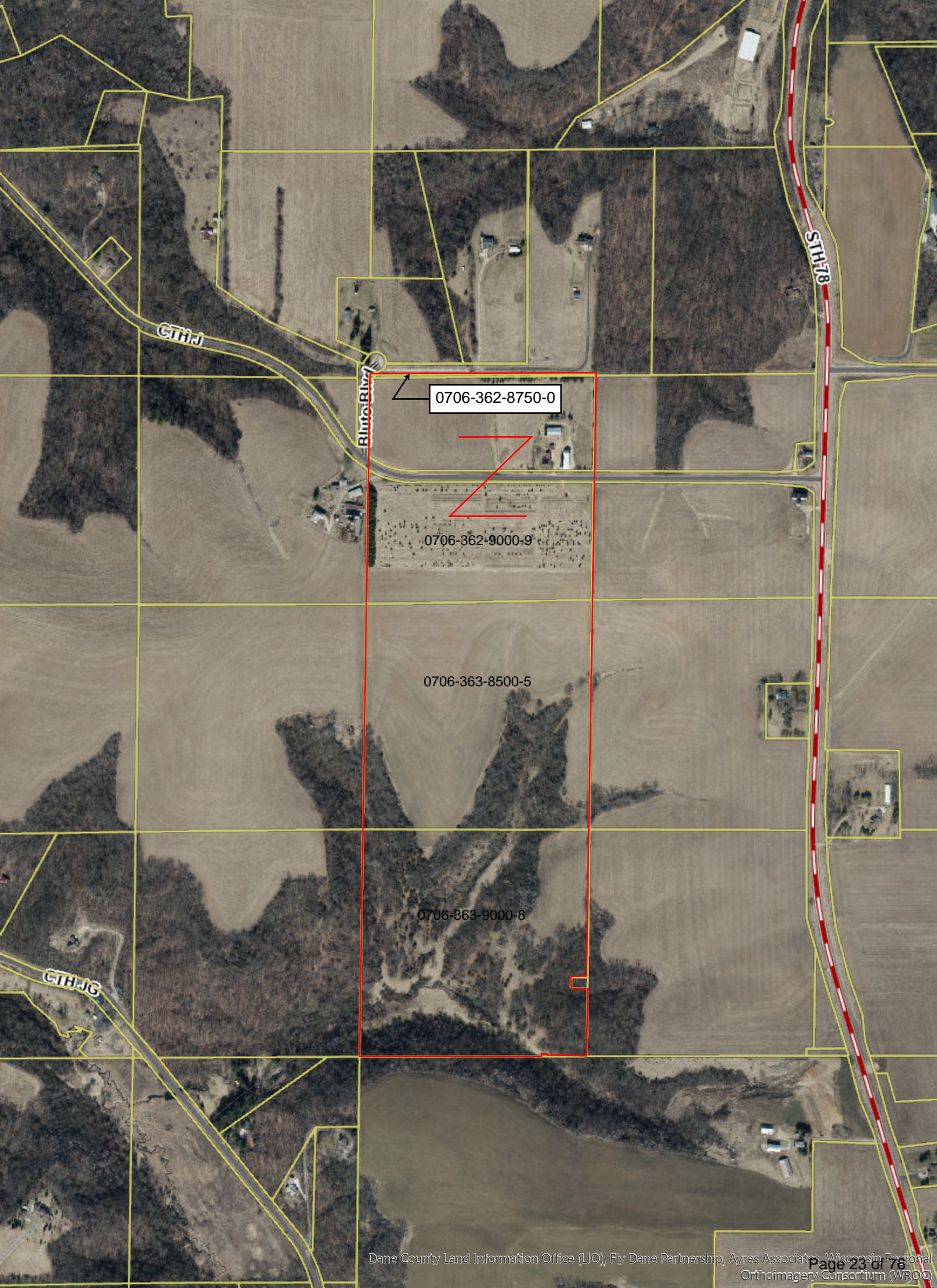
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by the duly authorized individuals and officers below.

VILLAGE OF MOUNT HOREB

By: _____
Nicholas W Owen
Administrator

APPLICANT

By: _____
Print name: Mark Sheven
Title: Owner



GTH1J

Bluffs Blvd

SH18

0706-362-8750-0

0706-362-9000-9

0706-363-8500-5

0706-363-9000-8

GTH1G



CERTIFIED SURVEY MAP

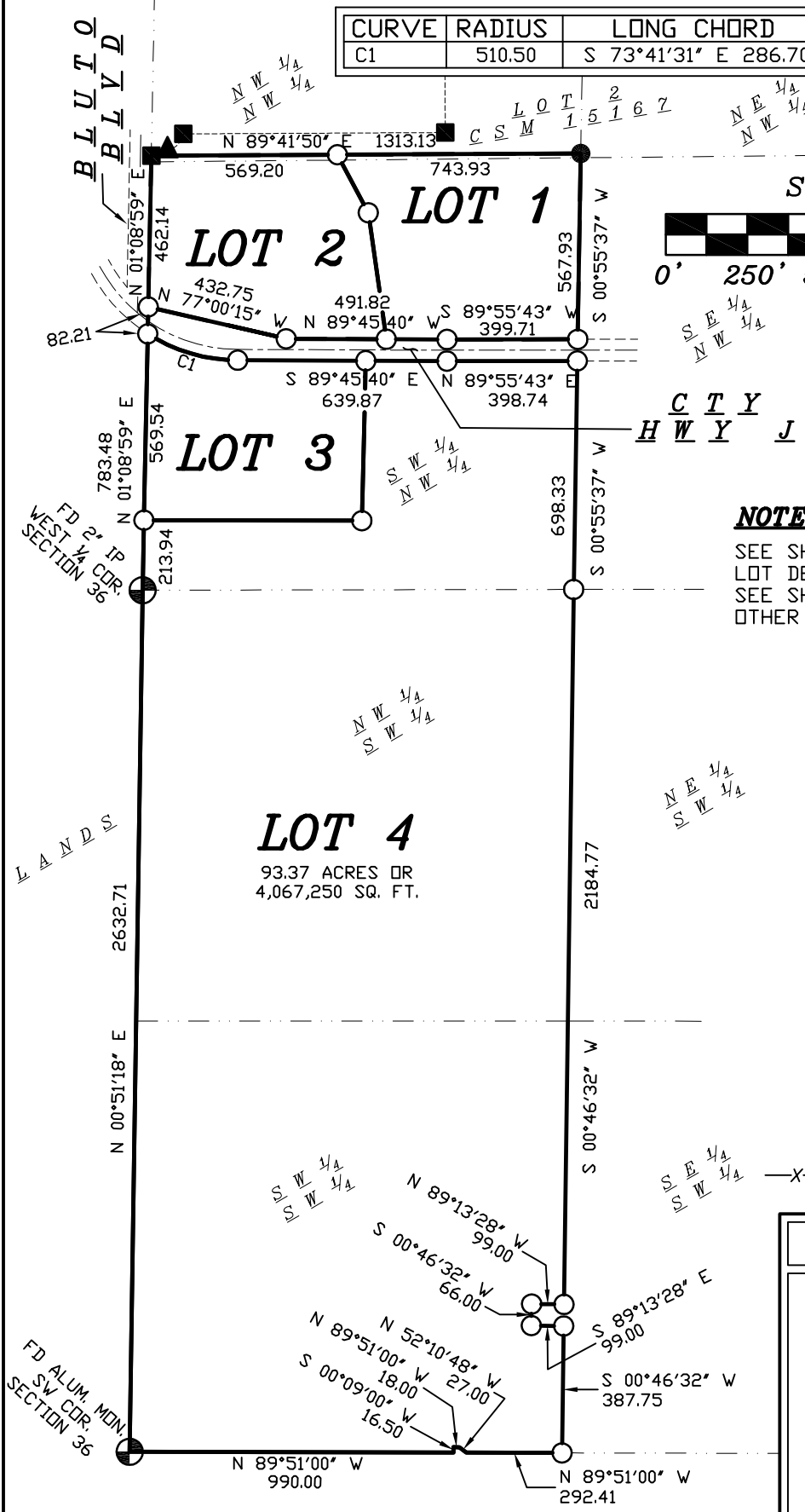
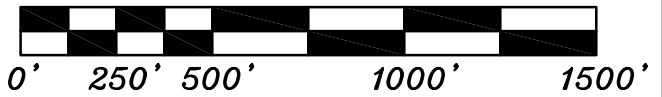
WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW & NW 1/4's of the SW 1/4 and in the SW & NW 1/4's of the NW 1/4, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

CURVE	RADIUS	LONG CHORD	DELTA	ARC	TANGENT
C1	510.50	S 73°41'31" E 286.70	32°36'58"	290.61	S 57°23'02" E

SCALE 1" = 500'



NOTES:

SEE SHEET 2 & 3 FOR LOT DETAILS
SEE SHEET 5 FOR ALL OTHER NOTES

LEGEND

- = SET 3/4"x24" REBAR WT 1.5 LB PER LIN FT
- = FOUND 3/4" REBAR
- = FOUND 1" PIPE
- ▲ = FOUND RAILROAD SPIKE
- ⊙ = FOUND SECTION CORNER
- (##) = RECORDED AS
- ⊕ = WELL
- ⊗ = SEPTIC TANK
- X-X- = FENCE

W.C.S.-DANE ZONE (NAD83-2012)
BEARINGS ARE REFERENCED TO THE
WEST LINE OF THE NW 1/4 OF SECTION 36
LINE TO BEAR N 01°08'59" E

SURVEYORS SEAL

DOCUMENT NO. _____

CERTIFIED SURVEY MAP NO. _____



CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

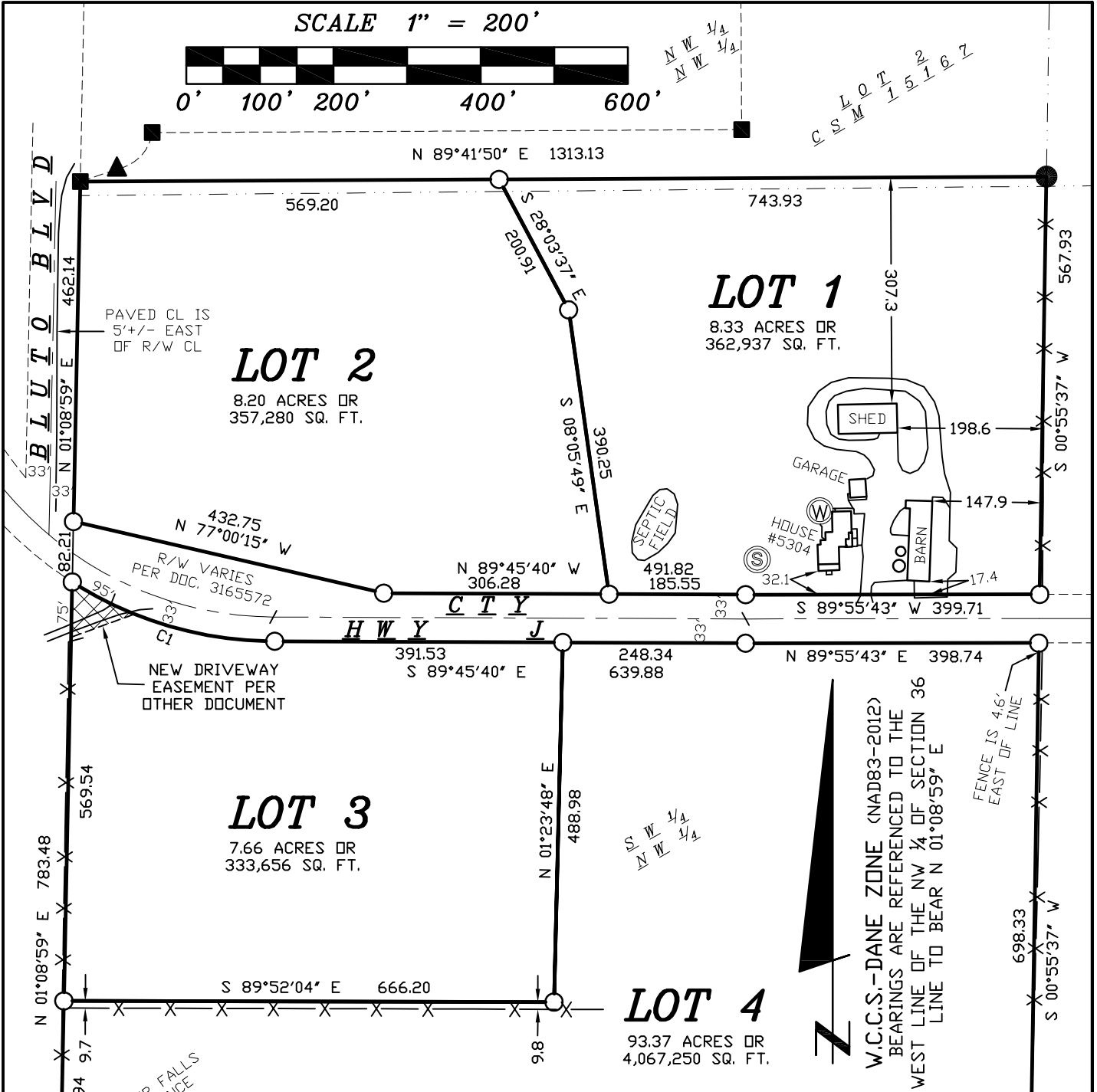
Located in the SW & NW 1/4's of the SW 1/4 and in the SW & NW 1/4's of the NW 1/4, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

SCALE 1" = 200'



NW 1/4
NW 1/4

CSM 15167



LOT 2
8.20 ACRES OR
357,280 SQ. FT.

LOT 1
8.33 ACRES OR
362,937 SQ. FT.

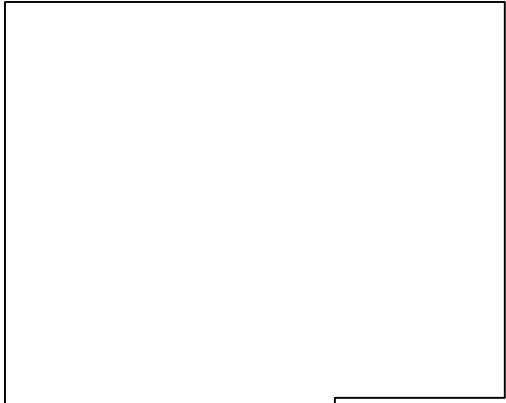
LOT 3
7.66 ACRES OR
333,656 SQ. FT.

LOT 4
93.37 ACRES OR
4,067,250 SQ. FT.

LEGEND

- = SET 3/4"x24" REBAR
WT 1.5 LB PER LIN FT
- = FOUND 3/4" REBAR
- = FOUND 1" PIPE
- ▲ = FOUND RAILROAD SPIKE
- ⊙ = FOUND SECTION CORNER
- (##) = RECORDED AS
- ⊙ = WELL
- ⊙ = SEPTIC TANK
- = FENCE

SURVEYORS SEAL





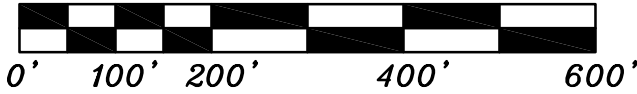
CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW & NW 1/4's of the SW 1/4 and in the SW & NW 1/4's of the NW 1/4, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

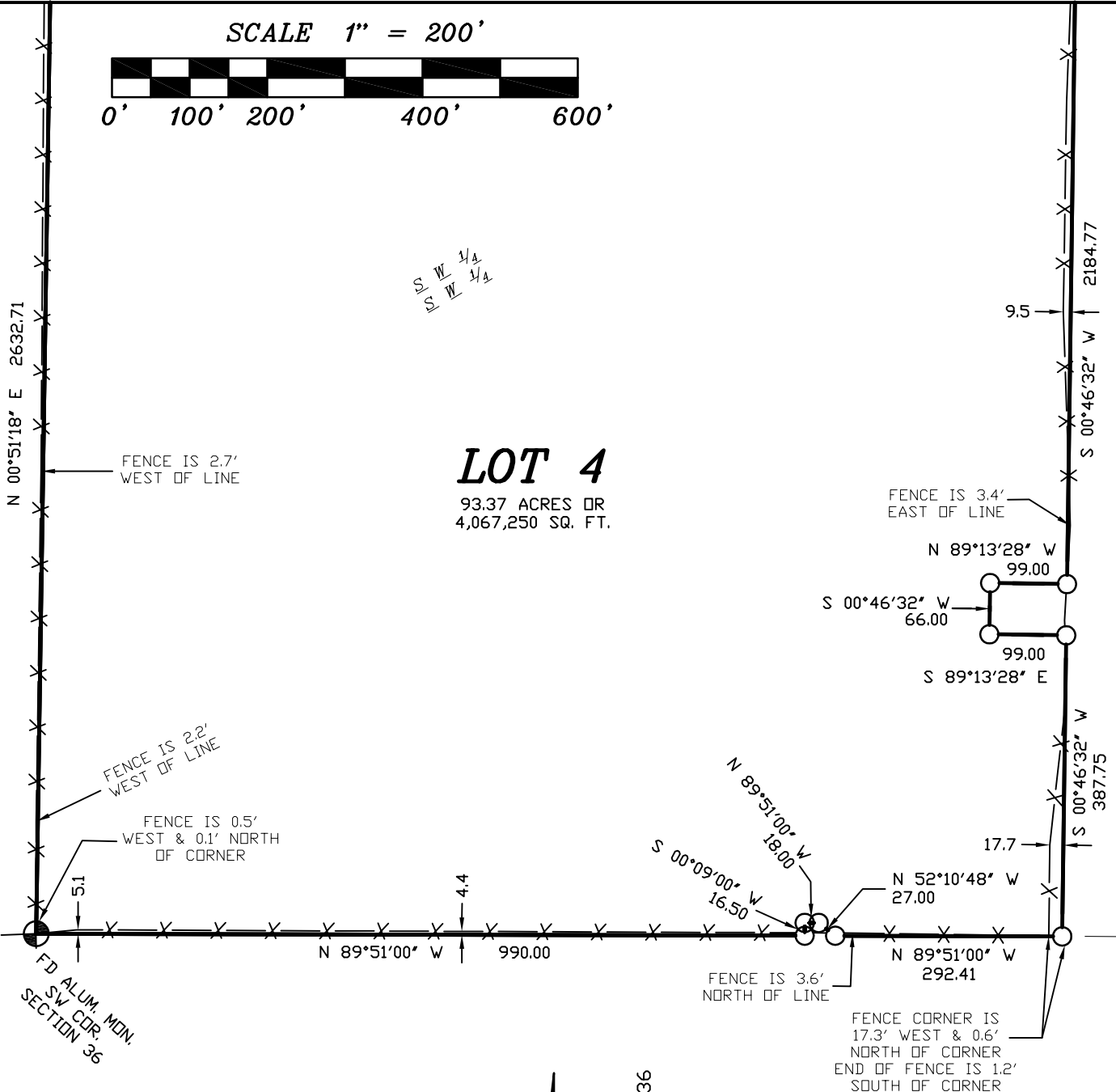
SCALE 1" = 200'



SW 1/4
NW 1/4

LOT 4

93.37 ACRES OR
4,067,250 SQ. FT.



LEGEND

- = SET 3/4"x24" REBAR
WT 1.5 LB PER LIN FT
- = FOUND 3/4" REBAR
- = FOUND 1" PIPE
- ▲ = FOUND RAILROAD SPIKE
- ⊕ = FOUND SECTION CORNER
- (##) = RECORDED AS
- ⊙ = WELL
- ⊙ = SEPTIC TANK
- = FENCE

W.C.S.-DANE ZONE (NAD83-2012)
BEARINGS ARE REFERENCED TO THE
WEST LINE OF THE NW 1/4 OF SECTION 36
LINE TO BEAR N 01°08'59" E

SURVEYORS SEAL



CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NDA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW & NW ¼'s of the SW ¼ and in the SW & NW ¼'s of the NW ¼, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

SURVEYOR'S CERTIFICATE

I, Chris W. Adams, Professional Land Surveyor hereby certify that this survey is correct to the best of the professional surveyor's knowledge and belief and is in full compliance with the provisions of Chapter A-E 7 and Chapter 236.34 Wisconsin Statutes, the subdivision regulations of Dane County, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of the exterior boundaries of the land surveyed and the division of that land, being part of the SW & NW ¼'s of the SW ¼, and part of the SW & NW ¼'s of the NW ¼, all in Section 36, T7N, R6E, in the Town of Vermont, Dane County, Wisconsin more particularly described as follows:

Beginning at the West ¼ corner of said Section 36; thence N 01°08'59" E, 783.48 feet to the southerly right of way of County Highway J; thence continue N 01°08'59" E, 82.21 feet to the northerly right of way of County Highway J & the easterly right of way of Bluto Blvd.; thence continue N 01°08'59" E along said easterly right of way, 462.14 feet to the south line of Lot 2, Certified Survey Map No. 15167; thence N 89°41'50" E along said south line, 1313.13 feet to the east line of the NE ¼ of the NW ¼ and the northerly extension of the east line of the SE ¼ of the NW ¼ of said Section 36; thence S 00°55'37" W along said easterly lines, 567.93 feet to the northerly right of way of County Highway J; thence along said northerly right of way for the next 3 courses: S 89°55'43" W, 399.71 feet; thence N 89°45'40" W, 491.82 feet; thence N 77°00'15" W, 432.75 feet to the easterly line of Bluto Blvd.; thence S 01°08'59" W, 82.21 feet to the southerly right of way of County Highway J; thence along said southerly right of way for the next 3 courses: along a curve concaved northeasterly have a radius of 510.50 feet and a long chord bearing S 73°41'31" E, a distance of 286.70 feet; thence S 89°45'40" E, 639.87 feet; thence N 89°55'43" E, 398.74 feet to the easterly line of said SW ¼ of the NW ¼; thence S 00°55'37" W along said east line, 698.33 feet to the NE corner of said NW ¼ of the SW ¼; thence S 00°46'32" W along the east line of said NW & SW ¼'s of the SW ¼, 2184.77 feet; thence N 89°13'28" W, 99.00 feet; thence S 00°46'32" W, 66.00 feet; thence S 89°13'28" E, 99.00 feet to the east line of said SW ¼ of the SW ¼; thence S 00°46'32" W along said east line, 387.75 feet to the south line of said SW ¼ of Section 36; thence N 89°51'00" W along said south line, 292.41 feet; thence N 52°10'48" W, 27.00 feet; thence N 89°51'00" W, 18.00 feet; thence S 00°09'00" W, 16.50 feet to the south line of said SW ¼ of Section 36; thence N 89°51'00" W along said south line, 990.00 feet to the Southwest corner of said Section 36; thence N 00°51'18" E along the west line of said SW ¼ of Section 36, 2632.71 feet to the West ¼ corner of said Section 36 and the point of beginning.

This description contains 117.56 acres or 5,121,114 sq. ft.

Williamson Surveying and Associates, LLC
by Chris W. Adams

Date _____

Chris W. Adams S-2748
Professional Land Surveyor

OWNERS' CERTIFICATE:

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided and mapped as represented on the certified survey map. I also certify that this certified survey map is required by sec. 75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Land Regulation Committee for approval.

WITNESS the hand seal of said owners this _____ day of _____, 20____.

STATE OF WISCONSIN)
DANE COUNTY)

Mark A Sherven Revocable Trust dated December 8, 2022
Mark A Sherven - Trustee

Personally came before me this _____ day of _____, 20____ the above named Mark A. Sherven to me known to be the person who executed the foregoing instrument and acknowledge the same.

_____ County, Wisconsin.

My commission expires _____

Notary Public

Print Name

SURVEYORS SEAL

Sheet 4 of 5

26W-06



CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Located in the SW & NW ¼'s of the SW ¼ and in the SW & NW ¼'s of the NW ¼, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

NOTES:

- 1.) THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT FOR THE SUBJECT TRACT OR ADJOINERS AND IS THEREFORE SUBJECT TO ANY EASEMENTS, AGREEMENTS, RESTRICTIONS AND STATEMENT OF FACTS REVEALED BY EXAMINATION OF SUCH DOCUMENTS.
- 2.) WETLANDS, IF PRESENT, HAVE NOT BEEN DELINEATED OR SHOWN.
- 3.) FLOOD PLAIN, IF PRESENT, HAS NOT BEEN LOCATED OR SHOWN.

TOWN BOARD RESOLUTION

Resolved that this certified survey map is hereby acknowledged and approved by the Town of Vermont on this _____ day of _____, 20__.

Katie Zelle
Town Clerk

VILLAGE OF MT HOREB

Resolved that this certified survey map in the Town of Vermont is hereby acknowledged and approved by the Village of Mt Horeb on this _____ day of _____, 20__.

Alyssa Gaffney
Village Clerk

DANE COUNTY APPROVAL:

Approved for recording per Dane County Zoning and Land Regulation Committee action on _____.

Daniel Everson
Assistant Zoning Administrator

REGISTER OF DEEDS:

Received for recording this ___ day of _____, 20__ at ___ o'clock __.M. and recorded in Volume _____ of Dane County Certified Surveys on pages _____ through _____.

Kristi Chlebowski
Register of Deeds

DOCUMENT NO. _____

CERTIFIED SURVEY MAP NO. _____

SURVEYORS SEAL

LOT 2

AREA = 7.66 ACRES
DR 333,646 SQ. FT.

SCALE 1" = 100'



CTY HWY J

S 73°41'31" E
RAD. 510.50
ARC 290.61

S 89°45'40" E
391.53

470741.78
726669.35

470691.79
726668.13

470641.76
726678.91

470591.77
726677.69

470541.79
726676.48

470491.80
726675.26

470441.81
726674.04

470391.83
726672.82

470341.84
726671.60

470291.86
726670.38

470241.87
726669.16

S 01°23'48" W 488.97

470457.97
726196.81

470407.99
726206.74

470358.01
726216.67

470308.03
726226.60

470258.05
726236.53

470208.07
726246.46

470158.09
726256.39

470108.11
726266.32

470058.13
726276.25

470008.15
726286.18

469958.17
726296.11

469908.19
726306.04

469858.21
726315.97

469808.23
726325.90

469758.25
726335.83

469708.27
726345.76

469658.29
726355.69

469608.31
726365.62

469558.33
726375.55

469508.35
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726395.41

469408.39
726405.34

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469308.43
726425.20

469258.45
726435.13

469208.47
726445.06

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726454.99

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726464.92

469058.53
726474.85

469008.55
726484.78

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726494.71

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726677.69

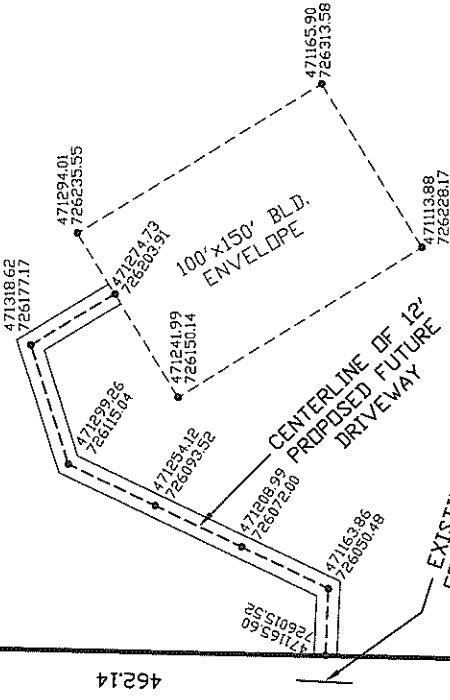
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726675.26

470441.81
726674.04

LOT 2 CSM 1516Z

N 89°41'50" E 569.20



B L U E B L V D

N 01°08'59" E 462.14

LOT 1
8.33 ACRES OR
362,937 SQ. FT.

LOT 2
AREA = 7.66 ACRES
OR 333,646 SQ. FT.

S 28°03'37" E
200.91

S 08°05'49" E
390.25

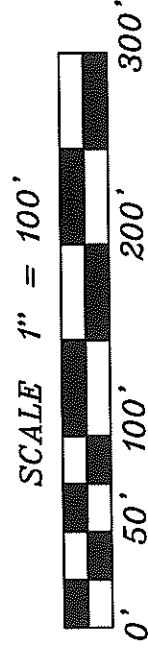
N 77°00'15" W
432.75

N 89°45'40" W 491.91

C T Y H W Y J

LOT 3
AREA = 7.66 ACRES
OR 333,646 SQ. FT.

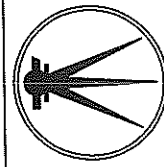
W.C.S.-DANE ZONE (NAD83-2012)
BEARINGS ARE REFERENCED TO THE
WEST LINE OF THE NW ¼ OF SECTION 36
TO BEAR N 01°08'59" E



SITE PLAN

Located in the SW & NW ¼'s of the SW ¼ and in the SW ¼ of the NW ¼, all in Section 36, T7N, R6E,
Town of Vermont, Dane County, Wisconsin

DATE	FEBRUARY 16, 2026	REVISION DATE	N.T.P.
SCALE:	1" = 100'	DRAWING NO.	26V-06
DRAWN BY	CHRIS ADAMS	SHEET	2 OF 2

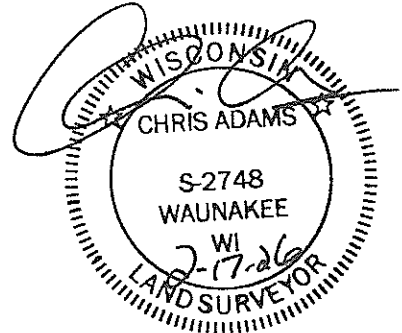


WILLIAMSON SURVEYING & ASSOCIATES, LLC

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597.
NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ

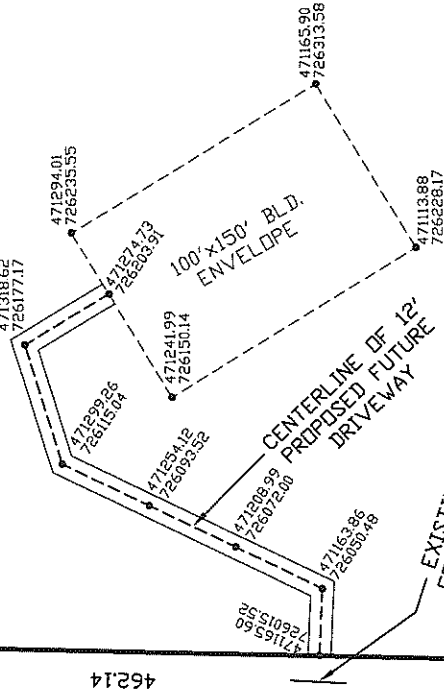
PROFESSIONAL LAND SURVEYORS
PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

SURVEYORS SEAL



LOT 2 CSM 1516Z

N 89°41'50" E 569.20



B L U E B L V D

N 01°08'59" E 462.14

LOT 1
8.33 ACRES OR
362,937 SQ. FT.

LOT 2
AREA = 7.66 ACRES
OR 333,646 SQ. FT.

S 08°05'49" E 390.25

S 28°03'37" E 200.91

N 77°00'15" W 432.75

N 89°45'40" W 491.91

C T Y H W Y J

LOT 3
AREA = 7.66 ACRES
OR 333,646 SQ. FT.

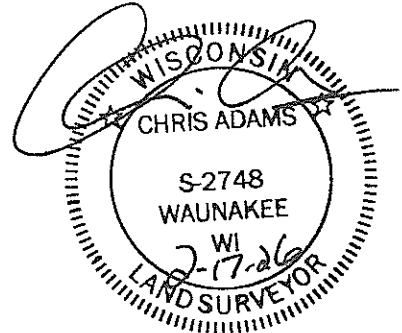
W.C.S.-DANE ZONE (NAD83-2012)
BEARINGS ARE REFERENCED TO THE
WEST LINE OF THE NW ¼ OF SECTION 36
TO BEAR N 01°08'59" E



SCALE 1" = 100'



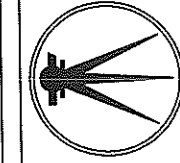
SURVEYORS SEAL



SITE PLAN

Located in the SW & NW ¼'s of the SW ¼ and in the SW ¼ of the NW ¼, all in Section 36, T7N, R6E, Town of Vermont, Dane County, Wisconsin

DATE	FEBRUARY 16, 2026	REVISION DATE	N.T.P.
SCALE:	1" = 100'	DRAWING NO.	26V-06
DRAWN BY	CHRIS ADAMS	SHEET	2 OF 2



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PROFESSIONAL LAND SURVEYORS

PHONE: 608-255-5705 FAX: 608-849-9760 WEB: WILLIAMSONSURVEYING.COM

VILLAGE OF MOUNT HOREB
ORDINANCE 2026-04

AN ORDINANCE TO AMEND SECTION 11.09 COLLECTION AND DISPOSAL OF
SOLID WASTE ~~AND RECYCLABLES~~ AND CREATE SECTION 11.10
COLLECTION OF AND DISPOSAL OF RECYCLABLES

The Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

Amend 11.09 as follows:

11.09. Collection and disposal of solid waste ~~and recyclables~~. [Amended 6-7-2000 by Ord. No. 2000-07; 5-1-2002 by Ord. No. 2002-10; 3-6-2013 by Ord. No. 2013-03]

- (1) Purpose. The Village Board participates in a waste collection and mandatory recycling program to conserve available landfill capacity, recycle valuable resources, and protect the public health, welfare, and the environment.
- (2) Definitions. The following words are defined as follows:

BRUSH AND YARD WASTE — Tree and shrub trimmings not exceeding six inches in diameter, leaves, and garden debris.

BULK ITEM — Trash that is too large to fit into designated trash collection containers. Examples include furniture and appliances.

CARDBOARD — ~~See Section 11.11(4) Paperboard or corrugated cardboard, including cereal or laundry detergent boxes, holders for multicontainer packs of beverage cans or bottles, and other similar packaging.~~

COLLECTOR — The contractor selected by the Village to collect solid waste and recyclables.

GARBAGE — Discarded food and food-waste materials resulting from the handling, processing, storage, and consumption of food, and other nonrecyclable household waste.

GLASS CONTAINERS — ~~See Section 11.11(4) Glass bottles, jugs and jars, but excludes window glass, drinking glasses, Pyrex®, and light bulbs.~~

HAZARDOUS WASTE — Wastes or substances defined in § NR 661.03, Wis. Adm. Code, and solid wastes or substances found in household waste, notwithstanding the household waste exclusion provided in § NR 661.04(2), Wis. Adm. Code.

LEAD-ACID BATTERIES — Automotive and similar-type batteries that are comprised of lead plates with an acid electrolyte.

MAJOR APPLIANCE/ELECTRONICS — Any air conditioner, clothes dryer, clothes washer, dishwasher, electronic devices, including televisions, computers, video games and controllers, cell phones, and similar items, microwave oven, refrigerator, freezer, stove, water heater, furnace, boiler, or dehumidifier.

METAL CAN — ~~See Section 11.11(4) Tin-coated steel can, bimetal can, and aluminum can used for food and other nonhazardous materials, excluding paint cans, paint-related products, pesticides, or other toxic or hazardous substances.~~

NONRECYCLABLE — Solid waste other than recyclables, also referred to as "trash."

PAPER — ~~See Section 11.11(4) Newspapers including inserts, catalogs, magazines, office paper, junk mail, flyers, envelopes, soft-covered books and telephone books, and paper dairy and juice containers.~~

PLASTIC CONTAINER — ~~See Section 11.11(4) A plastic bottle, jar, or jug marked with a Society of the Plastics Industry (SPI) Code 1 through Code 7, but does not include containers used for automotive oil or other hazardous substances.~~

RECYCLABLES — ~~See Section 11.11(4) Paper, cardboard, glass, metal cans, plastic containers, and any other items as designated by current collector contract.~~

RESIDENTIAL DWELLING UNIT — All residential-only dwelling units such as a single-family home, duplex, three-unit, four-unit, or larger residential complexes. For five-unit residential dwelling units or larger, the property owner has the option to contract privately for collection at the owner's cost. The owner must submit the intent to contract privately for collection to the Village in writing. After receipt of written intent, the Village will remove the collection charge from the monthly utility bill for all affected units following the current billing cycle. Residential units located above or within a business shall be considered a commercial unit, and are not included in the Village residential collection contract.

Create 11.10 as follows:

11.10 Collection and Disposal of Recyclables

- 1) **Purpose.** The purpose of this ordinance is to promote recycling, composting, and resource recovery through the administration of an effective recycling program, as provided in s. 287.11, Wis. Stats., and ch. NR 544, Wis. Adm. Code.
- 2) **Statutory Authority.** This ordinance is adopted as authorized under _____ s. 287.09(3)(b), Wis. Stats.
- 3) **Abrogation and Greater Restrictions.** It is not intended by this ordinance to repeal, abrogate, annul, impair or interfere with any existing rules, regulations, ordinances or permits previously adopted or issued pursuant to law. However, whenever this ordinance imposes greater restrictions, the provisions of this ordinance shall apply.
 - a. **Interpretation.** In their interpretation and application, the provisions of this ordinance shall be held to be the minimum requirements and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes. Where any terms or requirements of this ordinance may be inconsistent or conflicting, the more restrictive requirements or interpretation shall apply. Where

a provision of this ordinance is required by Wisconsin Statutes, or by a standard in ch. NR 544, Wis. Adm. Code, and where the ordinance provision is unclear, the provision shall be interpreted in light of the Wisconsin Statutes and the ch. NR 544 standards in effect on the date of the adoption of this ordinance, or in effect on the date of the most recent text amendment to this ordinance.

- b. **Severability.** Should any portion of this ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.
- c. **Applicability.** The requirements of this ordinance apply to all persons within the Village of Mount Horeb corporate limits.
- d. **Administration.** The provisions of this ordinance shall be administered by the Public Services Director.
- e. **Effective Date.** The provisions of this ordinance shall take effect on April 1, 2026.
- f. **Definitions.** For the purpose of this ordinance:
 - 1. “Bi-metal container” means a container for carbonated or malt beverages that is made primarily of a combination of steel and aluminum.
 - 2. “Container board” means corrugated paperboard used in the manufacture of shipping containers and related products.
 - 3. “Foam polystyrene packaging” means packaging made primarily from foam polystyrene that satisfies one of the following criteria:
 - 4. Is designed for serving food or beverages.
 - 5. Consists of loose particles intended to fill space and cushion the packaged article in a shipping container.
 - 6. Consists of rigid materials shaped to hold and cushion the packaged article in a shipping container.
 - 7. “Glass Container” means a glass bottle, jar or other packaging container used to contain a product that is the subject of a retail sale and does not include ceramic cups, dishes, oven ware, plate glass, safety and window glass, heat-resistant glass such as pyrex, lead based glass such as crystal, or TV tubes.
 - 8. “HDPE” means high density polyethylene, labeled by the resin code # 2.
 - 9. “LDPE” means low density polyethylene, labeled by the resin code # 4.
 - 10. “Magazines” means magazines and other materials printed on similar paper.
 - 11. “Major appliance” means a residential or commercial air conditioner, clothes dryer, clothes washer, dishwasher, freezer, microwave oven, oven, refrigerator, furnace, boiler, dehumidifier, water heater or stove.
 - 12. “Multiple-family dwelling” means a structure containing 5 or more residential units, including units that are occupied seasonally.
 - 13. “Newspaper” means a newspaper and other materials printed on newsprint.
 - 14. “Non-residential facilities and properties” means commercial, retail, industrial, institutional and government facilities and properties. Non-

residential facilities and properties include any location at which goods or services are provided or manufactured, including locations under construction, demolition, or remodeling, or used for special events such as fairs, festivals, sport venues, conferences, and exhibits. This term does not include multiple family dwellings.

15. "Office paper" means a variety of high-grade printing and writing papers. This term does not include industrial process waste, newspaper or packaging.
16. "Other resins or multiple resins" mean plastic resins labeled by the resin code # 7.
17. "Person" includes any individual, corporation, limited liability company, partnership, association, local government unit, as defined in s. 66.0131(1)(a), Wis. Stats., state agency or authority or federal agency.
18. "PETE" or "PET" means polyethylene terephthalate, labeled by the resin code # 1.
19. "Plastic container" means an individual, separate, rigid plastic bottle, can, jar or carton, except for a blister pack, that is originally used to contain a product that is the subject of a retail sale.
20. "Postconsumer waste" means solid waste other than solid waste generated in the production of goods, hazardous waste, as defined in s. 291.01(7) Wis. Stats., waste from construction and demolition of structures, scrap automobiles, or high-volume industrial waste, as defined in s. 289.01(17), Wis. Stats.
21. "PP" means polypropylene, labeled by the resin code # 5.
22. "PS" means polystyrene, labeled by the resin code # 6.
23. "PVC" means polyvinyl chloride, labeled by the resin code # 3.
24. "Recyclable materials" includes lead acid batteries; major appliances; waste oil; yard waste; aluminum containers; corrugated paper or other container board; foam polystyrene packaging; glass containers; magazines; newspaper; office paper; rigid plastic containers, including those made of PETE, HDPE, PVC, LDPE, PP, PS and other resins or multiple resins; steel containers; waste tires; and bi-metal containers.
25. "Solid waste" has the meaning specified in [s. 289.01\(33\), Wis. Stats.](#)
26. "Solid waste facility" has the meaning specified in [s. 289.01\(35\), Wis. Stats.](#)
27. "Solid waste treatment" means any method, technique or process which is designed to change the physical, chemical or biological character or composition of solid waste. "Treatment" includes incineration.
28. "Waste tire" means a tire that is no longer suitable for its original purpose because of wear, damage or defect.
29. "Yard waste" means leaves, grass clippings, yard and garden debris and brush, including clean woody vegetative material no greater than 6 inches in diameter. This term does not include stumps, roots or shrubs with intact root balls.

- 4) Separation of Recyclable Materials.** Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties shall separate the following materials from postconsumer waste:

- a. Lead acid batteries
- b. Major appliances
- c. Waste oil
- d. Yard waste
- e. Aluminum containers
- f. Bi-metal containers
- g. Corrugated paper or other container board
- h. Foam polystyrene packaging
- i. Glass containers
- j. Magazines
- k. Newspaper
- l. Office paper
- m. Rigid plastic containers made of PETE, HDPE, PVC, LDPE, PP, PS, and other resins or multiple resins
- n. Steel containers
- o. Waste tires

5) Separation Requirements Exempted. The separation requirements of s. 1.11 do not apply to the following:

- a. Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties that send their postconsumer waste to a processing facility licensed by the Wisconsin Department of Natural Resources that recovers the materials specified in s. 1.11 from solid waste in as pure a form as is technically feasible.
- b. Solid waste which is burned as a supplement fuel at a facility if less than 30 % of the heat input to the facility is derived from the solid waste burned as supplement fuel.
- c. A recyclable material specified in s. 1.11(5) through (15) for which a variance has been granted by the Department of Natural Resources under s. 287.11(2m), Wis. Stats., or s. NR 544.14, Wis. Adm. Code.

6) Care of Separated Recyclable Materials. To the greatest extent practicable, the recyclable materials separated in accordance with s. 1.11 shall be clean and kept free of contaminants such as food or product residue, oil or grease, or other non-recyclable materials, including but not limited to household hazardous waste, medical waste, and agricultural chemical containers. Recyclable materials shall be stored in a manner which protects them from wind, rain, and other inclement weather conditions.

- a. **Management of Lead Acid Batteries, Major Appliances, Waste Oil and Yard Waste.** Occupants of single family and 2-to-4-unit residences, multiple-family dwellings and non-residential facilities and properties shall manage lead acid batteries, major appliances, waste oil, and yard waste as follows: *(for example, will materials be collected curbside or brought to drop-off programs; should residents be directed to scrap metal*

operations or retail stores, should residents home compost or bring yard waste to a central drop-off location, etc.)

- b. Lead acid batteries shall be brought to drop-off programs.
- c. Major appliances shall be taken away from the retailer or dropped off at a drop-off program.
- d. Waste oil shall be dropped off at waste oil collection sites.
- e. Yard waste shall compost on site, or yard waste will be collected monthly during summer months or dropped off at Village yard waste compost site for residents that receive refuse and recycling collection through the Village collections service. Residents of multi-family facilities greater than 4-units and non-residential properties are responsible for their own yard waste composting.

7) Preparation and Collection of Recyclable Materials. Except as otherwise directed by the Village of Mount Horeb's contracted recycling collector, occupants of single family and 2-to-4-unit residences shall do the following for the preparation and collection of the separated materials specified in s. 1.11(5) through (15): *(for example, will materials be collected together curbside or brought to drop-off programs. This information could describe how materials should be prepared for processing by the recycling facility, such as rinsing containers and replacing caps, flattening cardboard boxes, do not crush cans, do not place in plastic bags, etc. The materials could be combined rather than listed separately.)*

- a. All recyclables shall be placed in your recycling cart including: Aluminum containers, bi-metal containers, corrugated paper or other container board, glass containers (clear, blue, brown or green translucent), magazines, newspapers, office papers, all plastic bottles (no motor oils or gasoline), plastic containers/cups #1-7, and steel containers.
- b. Foam polystyrene packaging shall be disposed of with refuse or alternate recycling methods if available.
- c. Waste tires shall be disposed of at proper drop-off sites.

8) Responsibilities of Owners or Designated Agents of Multiple-Family Dwellings.

- a. Owners or designated agents of multiple-family dwellings shall do all of the following to recycle the materials specified in s. 1.11(5) through (15):
- b. Provide adequate, separate containers for the recycling program established in compliance with the ordinance. The number of recycling containers shall equal or be greater than the number of trash containers and at least one of the following shall be met:
- c. The minimum total volume of recycling container space is equal to 20 gallons per week per dwelling unit.
- d. The ratio of trash container volume to recycling container volume is at most 2:1.

- e. An alternative method that does not result in the overflow of a recycling container during the time period between collection of materials and delivery to a recycling facility.
- f. Notify tenants in writing at the time of renting or leasing the dwelling and at least semi-annually thereafter about the established recycling program.
- g. Provide for the collection of the materials separated from the solid waste by the tenants and the delivery of the materials to a recycling facility.
- h. Notify tenants which materials are collected, how to prepare the materials in order to meet the processing requirements, collection methods or sites, and locations of drop-off collection sites to recycle materials not collected on-site.
- i. The requirements specified in 1) do not apply to the owners or designated agents of multiple-family dwellings if the postconsumer waste generated within the dwelling is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in s. 1.11(5) through (15) from solid waste in as pure a form as is technically feasible.

9) Responsibilities of Owners or Designated Agents of Non-Residential Facilities and Properties.

- a. Owners or designated agents of non-residential facilities and properties shall do all of the following to recycle the materials specified in s. 1.11(5) through (15):
- b. Provide adequate, separate containers for the recycling program established under this section. The total volume of recycling containers shall be sufficient to avoid overflow during the time period between collection of materials and delivery to a recycling facility.
- c. Notify in writing, at least semi-annually, all users, tenants and occupants of the properties about the established recycling program.
- d. Provide for the collection of the materials separated from the solid waste by the users, tenants and occupants and the delivery of the materials to a recycling facility.
- e. Notify users, tenants and occupants which materials are collected, how to prepare materials in order to meet the processing requirements, collection methods or sites, and locations of drop-off collection sites to recycle materials not collected on-site.
- f. The requirements specified in 1) do not apply to the owners or designated agents of non-residential facilities and properties if the postconsumer waste generated within the facility or property is treated at a processing facility licensed by the Department of Natural Resources that recovers for recycling the materials specified in s. 1.11 (5) through (15) from solid waste in as pure a form as is technically feasible.

10) Prohibitions on Disposal of Recyclable Materials Separated for Recycling. No person may dispose of in a solid waste disposal facility or burn in a solid waste treatment facility any of the materials specified in s. 1.11 (5) through (15) that

have been separated for recycling, except waste tires may be burned with energy recovery in a solid waste treatment facility.

11) Enforcement.

- a. For the purpose of ascertaining compliance with the provisions of this ordinance, any authorized officer, employee or representative of the Village of Mount Horeb may inspect recyclable materials separated for recycling, postconsumer waste intended for disposal, recycling collection sites and facilities, collection vehicles, collection areas of multiple-family dwellings and non-residential facilities and properties, and any records relating to recycling activities, which shall be kept confidential when necessary to protect proprietary information. No person may refuse access to any authorized officer, employee or authorized representative of the Village of Mount Horeb who requests access for purposes of inspection, and who presents appropriate credentials. No person may obstruct, hamper, or interfere with such an inspection.
- b. Any person who violates a provision of this ordinance may be issued a citation by the Village of Mount Horeb to collect forfeitures. The issuance of a citation shall not preclude proceeding under any other ordinance or law relating to the same or any other matter. Proceeding under any other ordinance or law relating to the same or any other matter shall not preclude the issuance of a citation under this paragraph.
- c. Penalties for violating this ordinance may be assessed in accordance with section§25.04 of this Municipal Code.

The foregoing ordinance was duly adopted by the Village Board of the Village Mount Horeb at its regular meeting held on April 1, 2026.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

**VILLAGE OF MOUNT HOREB
ORDINANCE 2026-05**

AN ORDINANCE TO AMEND SECTION 18 LAND DIVISION REGULATIONS,
MOUNT HOREB, WISCONSIN

The Village Board of the Village of Mount Horeb, Dane County, Wisconsin, do ordain as follows:

Amend Chapter 18 Land Division Regulations, Mount Horeb, Wisconsin to correct references to rewritten Chapter 17 Zoning Code :

18.10. Certified survey map procedure for zero lot line dwelling. [Added 4-5-2006 by Ord. No. 2006-08; amended 4-8-2009 by Ord. No. 2009-02]

No certified survey map purporting to create lots to accommodate zero lot line dwellings may be recorded unless the Zoning Administrator first determines that the lots are zoned *TF-1, MF-1 or MF-2 R-2 or R-3* Residential District, conform to the minimum standards in Chapter 17, Zoning Code, and this chapter of this Code, and properly show existing easements, dedications and restrictions.

18.44 Lots

- (1) Every lot shall front or abut on a public street ***and meet the setback requirements for the zoning district as required in Chapter 17;*** for a distance of at least 50 feet, or in the case of cul-de-sac 40 feet. The minimum lot width measured at the building setback line shall be 75 feet. ~~Lots Containing zero lot line unit smay reduce these rquirements per the bulk standards table, Chart 1, included as an attachment to Chapter 17, Zoning; however, in no instance shall the combination of lots for each multiunit building sum to less street frontage or to less lot width at the setback line than the above-listed requirements for buildings containing individual units. [Amended 4-5-2006 by Ord. No. 2006-08; 4-8-2009 by Ord. No. 2009-02; 7-8-2009 by Ord. No. 2009-18]~~

The foregoing ordinance was duly adopted by the Village Board of the Village Mount Horeb at its regular meeting held on April 1, 2026.

APPROVED:

Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

VILLAGE OF MOUNT HOREB
RESOLUTION 2026-07

APPROVAL OF CHANGES TO THE MOUNT HOREB URBAN AREA FUNCTIONAL
CLASSIFICATION SYSTEM

RESOLVED, by the Village Board of the Village of Mount Horeb, Wisconsin:

WHEREAS the Mount Horeb Urban Area (UA) was designated by the 2020 US Census; and

WHEREAS the Urban Area Boundary was adjusted and approved by the Wisconsin Department of Transportation (WisDOT) and the Federal Highway Administration (FHWA); and

WHEREAS functional classification is the method by which roads and streets are categorized based on the levels of mobility and access they provide; and

WHEREAS functional classification of a road or street has a bearing on federal transportation funding eligibility, and

WHEREAS FHWA and WisDOT have developed guidance for functional classification of roads and streets; and

WHEREAS WisDOT periodically reviews and updates to the functional classification system of roads and streets throughout the state; and

WHEREAS these recommended functional classification changes were developed through joint review by UA officials and WisDOT planning staff; and

WHEREAS these recommended changes have been reviewed by the Mount Horeb Village Board; and

WHEREAS documents showing the recommended changes are attached; and

WHEREAS the Wisconsin Department of Transportation will, after local approval of the recommended FC changes, approve the changes and submit them to FHWA for final approval; and

WHEREAS the approved final FC map will be made available to Mount Horeb after FHWA final approval; and

WHEREAS the new functional classifications will supersede the existing functional classifications in the urban area;

BE IT THEREFORE RESOLVED that Mount Horeb Village Board hereby approves all recommended functional classifications.

The above resolution was duly adopted by the Village Board of the Village of Mount Horeb, Dane County, Wisconsin, at a meeting held on April 1, 2026.

VILLAGE OF MOUNT HOREB

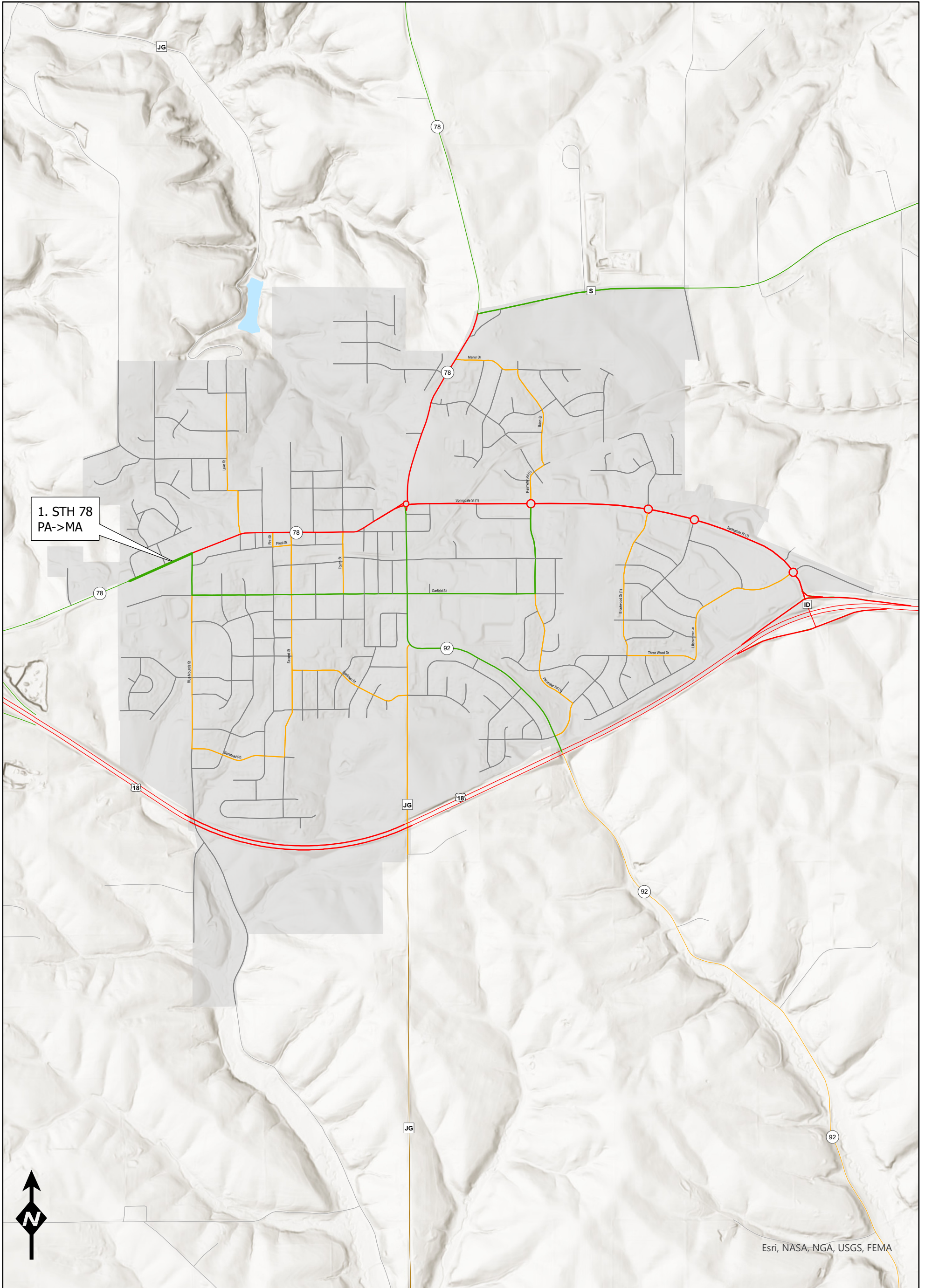
By: _____
Ryan Czyzewski, Village President

ATTEST:

Alyssa Gaffney, Village Clerk

Mount Horeb

Functional Classification - Recommended Changes

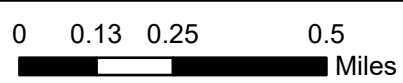


1. STH 78
PA->MA



Esri, NASA, NGA, USGS, FEMA

- | | |
|---|--|
| — Principal Arterial | Urban Area Boundary |
| — Minor Arterial | Other Nearby Urban Area |
| — Major Collector | Rural Area |
| — Local | Planned Route |



WisDOT Bureau of Planning and Economic Development
FHWA Approval Date: xx/xx/xx

The information on these maps was created for the official use of the Wisconsin Department of Transportation (WisDOT). Any other use, while not prohibited, is the sole responsibility of the user. WisDOT expressly disclaims all liability regarding fitness of use of the information for other than official WisDOT business.



I. GENERAL INFORMATION					
1. Name of Library Mount Horeb Public Library			2. Public Library System South Central Library System		
3b. Head Librarian First Name Jessica	3c. Head Librarian Last Name Gretzinger	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 10/31/2027	
6a. Street Address 105 Perimeter St.	6b. Mailing Address or PO Box 105 Perimeter St.	7. City / Village / Town Mount Horeb	8a. ZIP 53572	8b. ZIP4 2013	9. County Dane
10. Library Phone Number 6084375021	11. Fax Number (608)437-6264	12. Library E-mail Address of Director jessica.gretzinger@mounthorebwi.info			
13. Library Website URL www.mhpl.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No		18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No			
20. Square Footage of Public Library 16,000	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No	22. UEI Number E5BXGKKG977		

HOURS OF OPERATION			
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	61	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week	0	0	0
19d. Number of summer weeks	0	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	3,172	0	0

II. LIBRARY COLLECTIONS								
		a. Number Owned / Leased	b. Number Added					
1. Books in Print		53,556	3,935					
2. Physical Subscriptions		60						
3. Physical Audio Materials		4,895	160					
4. Physical Video Materials		5,796	463					
5. Other Physical Materials		1,040						
6. Total Physical Items in Collection		65,287						
		Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State				
7. E-books		Yes	Yes	No				
8. E-serials		No	Yes	No				
9. E-audio		Yes	Yes	No				
10. E-video		No	No	No				
11. Research Databases		Yes	No	Yes				
12. Online Learning Platforms		No	No	Yes				
III. LIBRARY SERVICES								
1. Physical Circulation Transactions			2. Interlibrary Loans					
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>				
162,497	88,753	5,722	68,394	55,080				
			Method for Counting ILL Transactions	Total ILL Transactions				
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>				
Integrated Library Systems (ILS)								
WISCAT								
Other (includes OCLC, manual tracking or other methods)								
3. Electronic Content Circulation Transactions								
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials			
15,525	4,536	22,860	0	4,276	42,921			
4. Number of Registered Users			5. Overdue Fines		6. Reference Transactions		7. Library Visits	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count	a. Method	b. Annual Count	
3,868	2,407	6,275	No	Survey Week(s)	5,744	Actual Count	122,541	
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet				
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	a. Method	b. Annual Count			
12	10	Actual Count	5,082	Actual Count	127,297			

LIBRARY PROGRAMS AND ATTENDANCE

Total In-Person and Live, Virtual Statistics by Age

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	100	60	6	99	64
Total Attendance	5,048	1,215	112	2,115	5,179

Total Program Statistics by Program Category

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	304	25	0	0	
Total Attendance	11,635	2,034	0		
Total Program Views				0	

Describe the library's in-person programs:

Storytimes, Toddler Music, Homeschool Hour, Early Release Day Programs, Book Club/Discussion, Cooking Classes, Lectures, Sustainability Programs, Community-Wide Read Program

Which platforms does the library use to host the library's live, virtual programs:

N/A

Describe the library's live, virtual programs:

We did not hold virtual, live virtual, or recorded live virtual programming in 2025.

Which platforms does the library use to host the library's pre-recorded programs:

N/A

Describe the library's pre-recorded programs:

We did not offer pre-recorded programming in 2025.

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	City	Email Address
PRESIDENT			
1. Paula	Craft	Mount Horeb	pmaziel@mhtc.net
2. James	Leary	Mount Horeb	jpleary@wisc.edu
3. Joe	Byrnes	Mount Horeb	joelbyrnes@yahoo.com
4. Linda	Bullette	Mount Horeb	lebull@mhtc.net
5. Kimberly	Hillary	Mount Horeb	hillarykimberly@mhasd.k12.wi.us
6. Sarah	Miller	Mount Horeb	sarah.pare@gmail.com
7. Tim	White	Mount Horeb	tim.white@mounthorebwi.info
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

No. of Library Board Members *Include vacancies in this count* 7

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			69,866
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.		a. Those with a Library	b. Those without a Library
2. Circulation to Nonresidents Living in the Library's County		8,227	46,441
3. Circulation to Nonresidents Living in Another County in the Library System		498	1,388
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System		3,221	9,530
5. Circulation to All Other Wisconsin Residents		561	6. Circulation to Persons from Out of the State
			0
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
Actual	No	No	
9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County		Circulation	
a. Columbia	60	f. Rock	2
b. Dodge	0	g. Sauk	90
c. Green	1,238	h.	
d. Iowa	9,528	i.	
e. Jefferson	0	j.	

XII. TECHNOLOGY (Not included in 2025 Report)

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	0	0	0
Total Self-Directed Activity Participation	0	0	0
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	3	25	28
Total Self-Directed Activity Participation	471	3,805	4,276
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Hannah	Klapperich-Mueller	hannah.klapperich-mueller@mounthorebwi.info	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Melissa	Roelli	melissa.roelli@mounthorebwi.info	

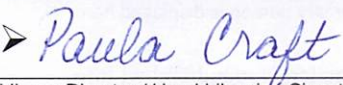
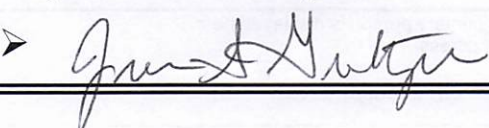
XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Paula Craft	02/19/2026
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Jessica Gretzinger	2/19/2026

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Dane

The Mount Horeb Public Library Board of Trustees hereby states that in 2025 the South Central Library System
Name of Public Library *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
 - did not provide effective leadership and did not adequately meet the needs of the library.
- Indicate with an X one of the above statements*

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
➤ <i>Paula Craft</i>	Paula Craft	<i>02/19/2026</i>

COMMENTS

SECTION III

9b. Wireless Internet Uses

Due to a data collection change by the vendor, there are only 9 months (Jan - Sept) available for reporting.--2026-01-23

SECTION V

6b. Other Funds Carried Forward for Future Expenditure

Includes library fund balance of \$159,136 and newly established Building Expansion Fund established in 2025 currently carrying \$30,569--2026-01-26

Total Revenue

We did a lot of extra projects in 2024 from the Library Fund Balance. This year we only spent \$8,500 of our Fund Balance in fiscal year 2025.--2026-01-23



HERITAGE
COMMUNITY
OPPORTUNITY

Village of Mount Horeb

138 E Main Street

Mount Horeb, WI 53572

Phone (608) 437-6884/Fax (608) 437-3190

Email: mhinfo@mounthorebwi.info Website: www.mounthorebwi.info

PROCLAMATION RECOGNIZING NATIONAL LIBRARIES WEEK

Whereas, libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can explore new ideas and be drawn to new possibilities;

Whereas, libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and lifelong learning;

Whereas, libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals—regardless of background—have the support they need to learn, connect, and thrive;

Whereas, libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success;

Whereas, libraries nurture young minds through story times, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning that lasts a lifetime;

Whereas, libraries protect the right to read, think, and explore without censorship, standing as champions of intellectual freedom and free expression;

Whereas, dedicated librarians and library workers provide welcoming spaces that inspire discovery, collaboration, and creativity for all;

Whereas, libraries, librarians, and library workers across the country are joining together to celebrate National Library Week under the theme “Drawn to the Library”;

Now, therefore, I, Ryan Czyzewski, do hereby proclaim the week of April 19th-25th 2026 National Library Week in the Village. I call upon all Village residents to visit their library, explore its resources, and celebrate all the ways that the library draws us together as a community.

DATED this 1st day of April 2026.

Signed: _____
Ryan Czyzewski, Village President

SMITHGROUP

March 24, 2026

Jeff Gorman
Public Services Director
VILLAGE OF MOUNT HOREB
138 East Main Street
Mount Horeb, WI 53572

Re Contract 26-100 – 2026 Street Improvements
South First Street from Carver Street to Front Street
Henry Street from Parkway Drive to S First Street
SmithGroup Project No. 00101357.000
Authorization to Bid

Dear Mr. Gorman,

Per the 5-year Capital Improvement Plan (CIP), the above referenced project includes street rehabilitation to address excessive alligator cracking of the pavement due to aggregate base displacement and failure and curb and gutter cracking, displacement, and settlement. Spot repairs of the existing sidewalk within the project will be completed and new sidewalk will be added per the Sidewalk Circulation Plan. The existing 6-inch water main will be replaced with new 8-inch water mains, new water services, and hydrants as required. Sanitary spot repairs will be completed to address general maintenance needed and storm sewer inlets will be adjusted as required.

A Preliminary Resolution to Levy Special Assessments was adopted by the Village Board and Village of Mount Horeb on March 4, 2026. A Public Hearing on the Preliminary Special Assessment Report was held on March 23, 2026. The Engineer's Estimate for the project is \$2,760,900; portions of this contract are funded in part by a grant from the Local Roads Improvement Program (LRIP).

The anticipated bid schedule is as follows:

- Advertisement for Bids: April 9 & April 16, 2026
- Bid Opening: April 23, 2026 at 11:00am
- Bid Award: May 6, 2026 Village Board Meeting
- Bid Award Issued to Contractor: May 7, 2026
- Pre-Construction Conference/Notice to Proceed: TBD based on successful bidder schedule

SmithGroup requests the Village Board provide Authorization to Bid the above referenced project at the April 1, 2026 meeting.

Sincerely,



Heather Brose, P.E. - WI
Associate | Civil Engineer



RESERVED PARKING
NO OTHER VEHICLES OR TRAILERS

VEHICLE PARKING
IN THIS SPACE
REQUIRES EXTRA
SPACE





**VILLAGE OF MOUNT HOREB
ARBOR DAY PROCLAMATION**

WHEREAS, the Village of Mount Horeb understands the need for a well-developed urban forest in the community, and

WHEREAS, the Parks, Recreation and Forestry Commission implements a Village-wide forestry program to better manage trees within the Village, and

WHEREAS, Arbor Day has been observed throughout the nation for many years, and

WHEREAS, trees benefit the community by their ability to moderate the temperature, clean the air, reduce storm water runoff, produce oxygen and produce habitat for wildlife, and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas and beautify our community, and

WHEREAS, the Village of Mount Horeb desires to continue expanding its' tree planting program,

NOW, THEREFORE, I, Ryan Czyzewski, Village President of Mount Horeb, do hereby proclaim April 19, 2026 through April 25, 2026 as Arbor Day Week in the Village of Mount Horeb, and I urge all citizens to support efforts to care for our trees and urban forest and to support our community urban forestry program, and

FURTHER, I urge all citizens to plant trees and promote the urban forest today and always.

DATED this 1st day of April, 2026.

Ryan Czyzewski, Village President

The Parks, Recreation, and Forestry Commission met on March 24, 2026 at 5:30 PM with the following agenda items:

- a. Discuss Mount Horeb Area School District Girls Swim Team pool usage

Incoming girls' swim team coach Kaitlin Murphy-O'Rourke visited with the Commission and shared her vision for the future of the girls' swim team. Coach Murphy-O'Rourke confirmed that she has made arrangements for the week of August 31, 2026, based on prior feedback that we would prefer to shut down the pool completely after August 28, 2026 practice. The commission approved the use of the pool by the swim team between August 16, 2026, and August 28, 2026, for \$3,055. This number was reached by splitting the \$470/day cost of pool maintenance over the 13 days evenly between the school and the village. Coach Murphy-O'Rourke will take the number back to the school's athletic director and discuss further. If the number is acceptable, no reason to revisit this at another meeting; we can revisit at a subsequent meeting if required.

- b. Discuss Village park sponsorship program / fundraising

Jeff Gorman reached out to Dennis Cooley to attend the meeting and discuss fundraising, but Mr. Cooley did not attend. Will continue to work with Mr. Cooley on fundraising.

- c. Discuss Mount Horeb Recreation Complex planning

Jason Fendrick shared his written observations with the Commission (attached) on seven years of working with the Village and Commission to acquire and plan new parks for the Village. Candidates for Village Board have openly discussed putting development of the Recreation Complex on hold. It is up to the members of the Commission to ensure that the Recreation Complex continues to move forward, by attending Finance and Personnel budget meetings, and Village Board budget discussion / approval meetings, to ensure that the Recreation Complex continues to be prioritized.

- d. Update on Grundahl Park concession / storage building

Jeff Gorman and Kurt Adler continue to work on plans for the building. Latest activity is around getting security cameras incorporated into building plans. The building will likely not be in place in time for the Summer Frolic this year, as was optimistically hoped.

- e. Update on Bike Friendly Community – tabled

f. Mount Horeb Community Garden Annual Report

Written report was attached to the agenda.

g. Consider adding handicapped parking stalls on Parkway Drive at Grundahl Park

Jeff Gorman and Kurt Adler had identified spots for additional handicapped parking on Parkway Drive adjacent to Grundahl Park. This would be most utilized during the Frolic and Wednesday Night Live events. Approved the installation of two handicapped parking spots on Parkway Drive adjacent to Grundahl Park.

Recreation Director Jill Dudley and Public Services Director Jeff Gorman presented their written reports to the Commission, as attached to the agenda. Mr. Gorman also stated that yard refuse pickup would begin on April 6th, and that leaf pickup could begin again in earnest once the vehicle that hosts the vacuum could be reasonably shifted from its winter snow duty to its summer leaf pickup duty.

On a personal note, this was my last Parks, Recreation, and Forestry Commission meeting after serving on the Commission for a little over 4 ½ years, and chairing it for 2 ½ years, over my various times on the Village Board. Over that time, the citizens of the Village have consistently been supportive of the addition of parkland. It is imperative that the Village Board not give into the whims of the moment and continue to develop the Recreation Complex. This park can be a community park that the Village enjoys for generations into the future. Please carefully read the attached summary of my time working on the addition of parks in the Village, and continue to support the development and completion of the Recreation Complex.

Jason Fendrick, Outgoing Chair, Parks, Recreation, and Forestry Commission

The Mount Horeb Recreation Complex

The Problem: Mount Horeb has a chronic shortage of parkland and playing fields. The Village has been short of its goal - ten acres of unconstrained parkland (parkland without development restrictions such as conservation requirements) per 1,000 residents - for over a decade and two iterations of the Comprehensive Outdoor Recreation Plan. No new unconstrained parkland was added to the Village in that time. Between the sports programs of the Village's Recreation Department, several club sports programs, and the Mount Horeb Area School District, our playing fields are stretched to their limits. Meanwhile, neighboring municipalities have opened new or expanded parks and recreation complexes in that timeframe. This lack of adequate parkland makes Mount Horeb less attractive to new and returning residents with children active in sporting events.

The Long and Winding Road: When residential subdivisions are created in the village, the developer must either dedicate a certain amount of land per housing unit for parkland or must pay a certain fee per housing unit in lieu of the land dedication. During my first term on the Village Board, I was the chair of the Parks, Recreation, and Forestry Commission. One of the first meetings I chaired was at a proposed residential subdivision at the corner of State Highway 78 and County Highway S just north of the then-current village boundary.

Because of the size of the proposed subdivision, the Village was opting to require the dedication of land for creation of a new village park. The developer would have had to dedicate around four to five acres for the number of proposed housing units based on the size of the proposed development. So, the Parks, Recreation, and Forestry Commission inspected the land to determine the best site on the land to locate a park with a single playing field and playground equipment. We discussed the playing field being a soccer field due to its increasing popularity among the youth in the village at the time. Even at that size – four to five acres, enough for one soccer field – this park would have made only a small dent in our parkland shortage. However, shortly after that meeting, the developer decided to not move forward with the project.

In 2020, the Parks, Recreation, and Forestry Commission worked with the Village Planner on the current [Comprehensive Outdoor Recreation Plan](#) to chart the village's course on parkland over the next five years. At the conclusion of the CORP process, it was determined that the Village had only 52.5 acres of unconstrained parkland, or around 7 acres per 1,000 residents at the time. To achieve the 10 acres of unconstrained parkland per 1,000 residents, the Village would need to acquire land to develop approximately 40 acres of unconstrained parkland by 2040.

Over the next couple of years, Village staff were tasked with continuing to investigate additional parkland opportunities for the Village. Some leads appeared promising during that timeframe. The Village Board and Parks, Recreation, and Forestry Commission inspected multiple parcels of land during that time, but many of those parcels were either located far out of existing village limits or were too small to make a dent in the needed parkland. Both the Village on its own, as well as with the initiative of an interested resident, considered the purchase of land adjacent to Sunrise Park

and along Springdale Street that was available for sale at the time. However, after much debate among both the Village Board and the community, turning what was then (and still is) the last remaining large tract of developable commercial property in the Village into parkland was ultimately denied.

The Road Comes Full Circle: Shortly after I left the Village Board for the first time in the spring of 2023, I heard from several of my then-former colleagues on the Village Board that the owners of the land at the intersection of State Highway 78 and County Highway S were interested in selling their property for development. The Village Board then engaged in discussions with the owners and purchased the property in 2024. Following that purchase, the Parks, Recreation, and Forestry Commission engaged in additional rounds of discussion with residents, representatives from the School District and the club sports organizations, and Recreation Department staff on the plan for the development of what is currently called the [Mount Horeb Recreation Complex](#). By the summer of 2025, I had rejoined the Village Board and the Parks, Recreation, and Forestry Commission, and participated in the finalization of the conceptual plan for the Recreation Complex.

The Recreation Complex will offer more recreation opportunities than sports fields, however. Because of its size and location, it will include walking paths and is planned to have connections to the Military Ridge State Trail and the new neighborhood being built on the remainder of the property purchased in 2024. It will have additional playgrounds and play nooks throughout the complex.

Moving Across the Finish Line: I've been a witness to most of the processes over the past several years that brought us to the point where we are today: the Village now has land to develop into its next park, its biggest by far, and well over the 40 acres contemplated in the 2020 Comprehensive Outdoor Recreation Plan. The Recreation Complex is the largest park undertaking in Mount Horeb's history and will comprise a part of our generation's legacy to future Mount Horeb residents. It could be your children, or grandchildren, using those playgrounds or swingsets in the future.

Now, it's time for all of us – those of us with children who have participated in sports activities in the past, those whose children are active now, and those whose children will use the new fields in the future – to move the Recreation Complex from its long inception to reality. The Parks, Recreation, and Forestry Commission is actively beginning to discuss the next steps in the development of the Recreation Complex. It will require both hard work and fiscal assistance to make this project a reality. We are working on ways to get the work done at free or reduced rates and exploring grants to help reduce costs. We are also looking at donation programs to allow those who would like to financially assist to be able to do so, and to be recognized for their contribution to the development of the Recreation Complex. Please help as you are able as the Village works to build the Recreation Complex into a centerpiece for the Village to attract and retain active families into the future.



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
April 1, 2026	Ryan Czyzewski, Village Board President

AGENDA ITEM # 8.a

Written Report

BACKGROUND

- Presidents Report
- Village Communications and information reminder: sign up for Village emails, follow FB page, website, subscribe to MH Mail
 - Update on recruitment process
 - Citizen Nomination Update
 - MPO draft review
 - Dane County Regional Housing Strategy discussions
 - Zoning code updates outside of chapter 17
 - Communications on Mount Horeb Recreation Complex and athletic field inadequacies
 - New Trustee & Committee onboarding – ethics, meeting protocol, etc.
 - Plan Comm communications and work
 - Reorg Meeting - April 20th 5:30pm
 - Public Art discussions
 - Municipal Funding
 - Dane County Natural Hazard Mitigation Plan
 - And more!

RECOMMENDATION

ATTACHMENTS

1. The thinning red line_ Why Sun Prairie's fire service is at a crossroads _ Opinion _ hngnews.com
2. Total Aggregated Net New Construction 2011-2022 Dane County vs Inflation
3. Dane County Population Projects
4. NNC Inflation Levy

https://www.hngnews.com/the_star/opinion/the-thinning-red-line-why-sun-prairies-fire-service-is-at-a-crossroads/article_c3022b5c-0080-4059-88c8-124486d51ba7.html

FEATURED

GUEST COLUMN

The thinning red line: Why Sun Prairie's fire service is at a crossroads

Christopher Garrison Sun Prairie Fire Chief
Mar 8, 2026



Save up to 25%

Discount applies to Pay Now base rental rates only. Taxes, fees, & options excluded. Terms apply.

Book



Sun Prairie Fire Chief Christopher Garrison
City of Sun Prairie

For 200 years, the fire service has been built on a singular foundation: sacrifice.

We, the “grey hairs” nearing the end of our careers, grew up in a culture where the pager stayed on the nightstand, weekends were for overtime, and the toll of the job the things we saw and couldn’t see grieved in silence.

But the world has changed. Today, in Sun Prairie and across Wisconsin, we are facing a recruitment and retention crisis that cannot be solved by simply “working harder.”

From Dane County to the most rural corners of our state, the model of the volunteer and part-time firefighter is under immense pressure. To save the fire service, we must first understand why it is changing.

A generational shift toward health

It is easy for my generation to chastise Millennials and Gen Z for their “work ethic.” However, we should listen instead of judging. This new generation of first responders prioritize work-life balance.

They value evenings with their children and weekends away from the station. They view constant overtime not as a badge of honor, but as a threat to their families.

Rather than a lack of grit, this is a push for sustainability. By demanding a life outside the firehouse, this generation may succeed where mine often struggled: they are building stronger marriages and protecting their mental health. In a profession where suicide rates are higher than ever, prioritizing the “mental aspect” of the job isn’t a weakness, it’s a survival strategy.

The “revolving door” challenge

Sun Prairie is a growing, vibrant city. Our hybrid staffing model, utilizing both Full-Time and Paid-on-Premise (POP) firefighters, currently saves taxpayers millions of dollars annually. Yet, we have increasingly become a “training ground.”

We invest thousands of dollars in outfitting and training new recruits, only to see them leave for other departments within six months to two years. This revolving door is fiscally exhausting and operationally dangerous. As our veteran POP staff, the backbone of our experience eventually step away, the current “on-the-cheap” model will become unsustainable.

Kicking the can down the road

We see warning signs everywhere. Across Wisconsin, EMS departments are on the verge of shuttering because they simply cannot find staff. While Sun Prairie has managed to maintain a strong Full-Time EMS presence, we cannot afford to keep “kicking the can” when it comes to our fire staffing.

Being fiscally responsible is a core duty, but we must realize that we cannot turn back the clock. The days of relying solely on the “hero’s discount” the idea that people will work grueling hours for low pay because it’s a calling are over.

If we want a fire department that is there when we call, we must build a department that allows its members to have a life worth living. We owe it to the next generation of firefighters to stop criticizing their boundaries and start supporting a profession that values their service and their souls in equal measure.

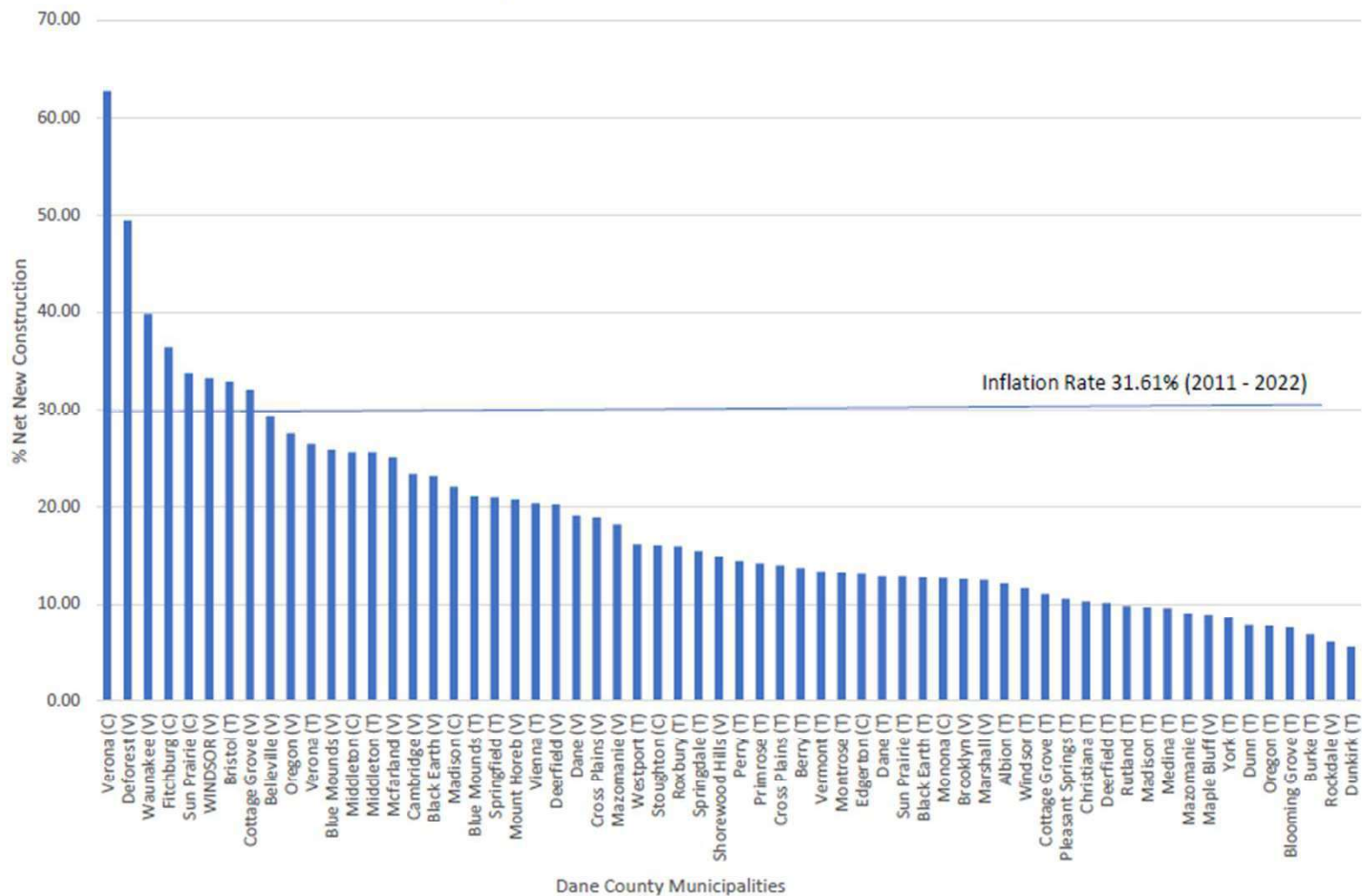
This spring, there is a City of Sun Prairie Referendum on the ballot. That referendum, if approved by voters, would allow us to invest in our essential public safety services and personnel.

I would like to invite you all to our upcoming Public Safety Town Hall meeting on March 16, 2026, 6 to 8 p.m. at Sun Prairie Fire Station #2, 2598 W Main Street to learn more.

Ethan Ferrell

Total Aggregated Net New Construction (2011 - 2022)

Split Districts NNC are combined



Community	Census Data			Projections			% Change from 2000 Census					% Change from 2020 Census (RDG)		
	2000 (Census)	2010 (Census)	2020 (Census)	2030 (RDG)	2040 (RDG)	2050 (RDG)	→ 2010	→ 2020	→ 2030	→ 2040	→ 2050 (RDG)	→ 2030	→ 2040	→ 2050 (RDG)
Dane County	426,526	488,073	561,504	660,070	767,000	887,000	14.4%	31.6%	54.8%	79.8%	108.0%	17.6%	36.6%	58.0%
Fitchburg	20,501	25,260	29,609	37,430	44,530	52,500	23.2%	44.4%	82.6%	117.2%	156.1%	26.4%	50.4%	77.3%
Madison	208,054	233,209	269,840	324,580	378,520	437,000	12.1%	29.7%	56.0%	81.9%	110.0%	20.3%	40.3%	61.9%
Maple Bluff	1,358	1,313	1,368	1,480	1,610	1,750	-3.3%	0.7%	9.0%	18.6%	28.9%	8.2%	17.7%	27.9%
McFarland	6,416	7,808	8,991	11,410	14,050	17,000	21.7%	40.1%	77.8%	119.0%	165.0%	26.9%	56.3%	89.1%
Middleton	15,770	17,442	21,827	26,420	31,410	37,000	10.6%	38.4%	67.5%	99.2%	134.6%	21.0%	43.9%	69.5%
Monona	8,018	7,533	8,624	9,190	9,810	10,500	-6.0%	7.6%	14.6%	22.3%	31.0%	6.6%	13.8%	21.8%
Shorewood Hills	1,732	1,565	2,169	2,340	2,540	2,750	-9.6%	25.2%	35.1%	46.7%	58.8%	7.9%	17.1%	26.8%
Central (Subtotal)	261,849	294,130	342,428	412,850	482,470	558,500	12.3%	30.8%	57.7%	84.3%	113.3%	20.6%	40.9%	63.1%
Cottage Grove	4,059	6,192	7,303	11,150	15,320	20,000	52.5%	79.9%	174.7%	277.4%	392.7%	52.7%	109.8%	173.9%
DeForest	7,368	8,936	10,811	12,820	15,050	17,500	21.3%	46.7%	74.0%	104.3%	137.5%	18.6%	39.2%	61.9%
Sun Prairie	20,369	29,364	35,967	44,270	54,850	65,000	44.2%	76.6%	117.3%	169.3%	219.1%	23.1%	52.5%	80.7%
Verona	7,052	10,619	14,030	18,860	24,110	30,000	50.6%	99.0%	167.4%	241.9%	325.4%	34.4%	71.8%	113.8%
Waunakee	8,995	12,097	14,879	18,400	22,220	26,500	34.5%	65.4%	104.6%	147.0%	194.6%	23.7%	49.3%	78.1%
Windsor*	5,286	6,345	8,754	11,550	14,590	18,000	20.0%	65.6%	118.5%	176.0%	240.5%	31.9%	66.7%	105.6%
First Ring (Subtotal)	53,129	73,553	91,744	117,050	146,140	177,000	38.4%	72.7%	120.3%	175.1%	233.2%	27.6%	59.3%	92.9%
Belleville*	1,795	1,848	1,909	2,240	2,600	3,000	3.0%	6.4%	24.8%	44.8%	67.1%	17.3%	36.2%	57.2%
Black Earth	1,320	1,338	1,493	1,650	1,810	2,000	1.4%	13.1%	25.0%	37.1%	51.5%	10.5%	21.2%	34.0%
Blue Mounds	708	855	948	1,120	1,300	1,500	20.8%	33.9%	58.2%	83.6%	111.9%	18.1%	37.1%	58.2%
Brooklyn*	502	936	1,026	1,320	1,640	2,000	86.5%	104.4%	162.9%	226.7%	298.4%	28.7%	59.8%	94.9%
Cambridge*	1,014	1,348	1,539	1,980	2,460	3,000	32.9%	51.8%	95.3%	142.6%	195.9%	28.7%	59.8%	94.9%
Cross Plains	3,084	3,538	4,104	4,830	5,620	6,500	14.7%	33.1%	56.6%	82.2%	110.8%	17.7%	36.9%	58.4%
Dane	799	995	1,117	1,380	1,670	2,000	24.5%	39.8%	72.7%	109.0%	150.3%	23.5%	49.5%	79.1%
Deerfield	1,971	2,319	2,507	2,960	3,450	4,000	17.7%	27.2%	50.2%	75.0%	102.9%	18.1%	37.6%	59.6%
Edgerton*	42	97	146	180	210	250	131.0%	247.6%	328.6%	400.0%	495.2%	23.3%	43.8%	71.2%
Marshall	3,432	3,862	3,787	4,310	4,870	5,500	12.5%	10.3%	25.6%	41.9%	60.3%	13.8%	28.6%	45.2%
Mazomanie	1,485	1,652	1,768	1,990	2,230	2,500	11.2%	19.1%	34.0%	50.2%	68.4%	12.6%	26.1%	41.4%
Mount Horeb	5,860	7,009	7,754	9,040	10,430	12,000	19.6%	32.3%	54.3%	78.0%	104.8%	16.6%	34.5%	54.8%
Oregon	7,514	9,231	11,179	13,090	15,170	17,500	22.9%	48.8%	74.2%	101.9%	132.9%	17.1%	35.7%	56.5%
Rockdale	214	214	207	220	230	250	0.0%	-3.3%	2.8%	7.5%	16.8%	6.3%	11.1%	20.8%
Stoughton	12,354	12,611	13,173	15,090	17,170	19,500	2.1%	6.6%	22.1%	39.0%	57.8%	14.6%	30.3%	48.0%
Outlying (Subtotal)	42,094	47,853	52,657	61,400	70,860	81,500	13.7%	25.1%	45.9%	68.3%	93.6%	16.6%	34.6%	54.8%
2050 Towns	57,691	61,159	63,552	63,865	64,320	64,920	6.0%	10.2%	10.7%	11.5%	12.5%	0.5%	1.2%	2.2%
All Towns	69,454	72,537	74,675	68,770	67,530	70,000	4.4%	7.5%	-1.0%	-2.8%	0.8%	-7.9%	-9.6%	-6.3%
Mount Horeb Ranking (of 28)	12th	12th	13th	14th	13th	13th	15th	17th	18th	18th	18th	20th	20th	20th

* Dane County portion only. Windsor excluded from Towns total for Census years 1980–2010.

Comparison of Mount Horeb Net New Construction to Dane County, Wisconsin, and Inflation

Year	Mount Horeb NNC (%)	Dane County NNC (%)	WI NNC (%)	Inflation (CPI %)	MH Operating Levy Increase (%)*
2006	2.5	2.8	2.2	3.2	2
2007	2	2.6	2.1	2.9	2
2008	1.5	2.2	1.8	3.8	1.5
2009	0	1.2	0.8	-0.4	0
2010	0.1	1.3	0.9	1.6	0.5
2011	0.2	1.4	1	2.8	0.5
2012	0.3	1.5	1.1	2.2	0.5
2013	0.6	1.6	1.2	1.5	0.8
2014	0.5	1.7	1.3	1.9	0.5
2015	1	2	1.5	1.2	1
2016	0.9	2.1	1.6	1.9	0.9
2017	1.3	2.3	1.7	2.8	1.3
2018	1.1	2.4	1.8	3.3	1.1
2019	1.2	2.2	1.7	2.7	1.2
2020	0.8	1.8	1.4	1.7	0.8
2021	0.92	2.03	1.53	4.7	0.9
2022	1.12	2.47	1.89	8	1.1
2023	0.24	2.01	1.62	4.1	0.73
2024	2.72	2.18	1.68	3.4	2.42
2025	1.37	2.32	1.65	3	1.72
2026	n/a	n/a	n/a	2.4ytd	0.3
Average	1.0	2.0	1.5	2.8	1.1
Total	20.37	40.11	30.47	56.3	21.47

Green - Mount Horeb is higher

Red - Mount Horeb is lower

NNC - Net New Construction Percentage Increase of Equalized Value

Data from WI DOR or composite and is unaudited

*estimated levy-limit controlled portion, does not include debt for legacy and/or capital projects

examples: Public Safety Building, Norsk, street & infrastructure projects, larger capital equipment, Lukken land