

PLAN COMMISSION AGENDA
Wednesday, April 22, 2026 at 7:00 PM

MEETING MINUTES

1) Call to order

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

2) Roll call

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

Absentee Members: Peggy Zalucha

Others Present: Village Planner Sonja Kruesel, Assistant Clerk Jean Culberson

3) Public Comments on Non-Agenda Items*

None

4) Consent Agenda

- a. Consideration of March 25, 2026 Meeting Minutes
- b. Recommendation of Extraterritorial Certified Survey Map Town of Blue Mounds - Deanna Opsal
- c. Recommendation of the Extraterritorial Certified Survey Map - Town of Cross Plains, 9283 Windy Lane -Zander
- d. Recommendation of the Extraterritorial Certified Survey Map - Blue Mounds Jenkins and Thompson

Best Motioned to approve the consent agenda and Vondra seconded. The Motion carried by unanimous voice vote.

5) Agenda Items

a. Consideration of Downtown Design Alteration Review for 105 E Main Street

Planner Kruesel summarized Keric Potterton's request to paint the existing blue paint on the building and the second-floor window trim the color black. The Historic Preservation Commission (HPC) recommended to stay within the color palette or keep the existing color. Owner Andrea Potterton spoke on the matter. The Commission discussed the request and the spirit of the building. Best Motioned to deny the request to change to the black color and proceed with the recommendation of the HPC to follow the color as is consistently with the palette. Kidd seconded and the Motion carried by unanimous voice vote.

b. Consideration of Downtown Design Alteration Review for 101 E Main Street

Planner Kruesel summarized the design review request to replace the Hoff Mall

awnings with black- gold striped fabric and paint the second-floor window trims black. The HPC recommended to accept the black-gold striped fabric for the awnings and the window trim to remain with the existing color or a lighter color in the palette. Applicant Karen Johnson spoke and answered questions. The Commission discussed the request and the code flexibility for awnings. Remmert-Willis Motioned to deny the request and Kidd seconded. The Motion failed 2 yes and 4 no.

Best Motioned to approve the black-gold striped awnings and follow the HPC recommendation for the window trim to be painted the existing color or a lighter color from the palette. Udelhoven seconded. The Motion passed by voice vote with 4 yes and 2 no. Remmert-Willis and Kidd voted no.

c. Consideration of Amendment to SIP for 100 E Front Street (black awnings)

Czyzewski presented the request to replace the building awnings with the black-gold striped fabric to match the Hoff Mall. Best Motioned to approve the black-gold striped awnings. Udelhoven seconded. The Motion passed by voice vote with 4 yes and 2 no. Remmert-Willis and Kidd voted no.

d. Recommendation of Certified Survey Map for 221 S Fourth Street

Vondra recused himself. Applicant Serena Vondra and Planner Sonja Kruesel summarized the request to split the existing parcel into two to accommodate an additional single-family home on the new parcel. The Commission discussed the CSM. Udelhoven Motioned to the Recommendation and Kidd seconded. The Motion carried by unanimous voice vote.

e. Consideration of Site Plan Review for 1348 Field Court

Czyzewski recused himself. Sonja Kruesel summarized the Project. Owner Nick Olday is proposing to split the existing parcel into two lots to accommodate two duplexes on the existing vacant portion of the lot. The Commission and owner Olday discussed the project and Village Planner Ben Rohr's recommendations in the packet. The photometric and landscaping plans were not available and the Commission preferred a complete packet for all future meetings. Kidd Motioned to approve the site plan consideration inclusive of the April 22, 2026 Site Plan Review recommendations in the agenda packet with exception to not granting the waiver in item 3. The applicant to add windows to the far north elevation of the northern building. Udelhoven seconded and the Motion carried by unanimous voice vote.

f. Recommendation of Certified Survey Map for 1348 Field Court

Czyzewski recused himself. Udelhoven Motioned to approve the CSM inclusive of the April 22, 2026 Site Plan Review recommendations in the agenda packet with exception to not granting the waiver in item 3. The applicant must add windows to the far north elevation of the northern building. Kidd seconded and the Motion carried by unanimous voice vote.

g. Concept Presentation for 100 Lillehammer Lane

Planner Sonja Kruesel and Tim Kritter with TJK Design Build summarized the proposed construction for a five-unit multi-tenant commercial build. The Commission discussed the project including Planner Ben Rohr's request to discuss the Springdale Street façade and the tower element. The applicant will proceed with the project and recommendations.

h. Recommendation of Public Art Ordinance 2026-06

Czyzewski gave a summary of the draft Ordinance. The Commission discussed the draft and recommended researching what other municipalities are doing and to revise and simplify it.

6) Committee Reports:

a. Plan Commission Chair Report

Czyzewski update the Commission on various activity and thanked Destinee for her service.

b. Village Planner Report

No report.

c. Building Inspector Report

Report in packet.

7) Meeting adjournment.

Best Motioned to adjournment at 9:34pm and Remmert-Willis seconded. The Motion carried by unanimous voice vote.

Minutes by Clerk Jean Culberson