



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

AMENDED AGENDA

CITY OF MINERAL POINT PLAN COMMISSION MEETING

Thursday, June 19, 2025, 6:30 PM

City Hall Community Room

1. Call to Order, Roll Call, and Confirmation of Compliance with the Open Meetings Law.
2. Approval of Plan Commission minutes from May 15, 2025.
3. Public Hearing – Request of Rebecca Carey, owner of a property located at 206 Merry Christmas Lane (Parcel 251-0347), to rezone 1.92 acres from A-1 Agricultural Preservation District to R-2 Two-Family Residential District. **Action:** Open public hearing/Hear testimony/Close public hearing.
4. Consideration of a preliminary Certified Survey Map (CSM) requested by Rebecca Carey, owner of a property located at 206 Merry Christmas Lane (Parcel 251-0347), for the subdivision of one parcel into two parcels. **Action:** Recommend Council approval or denial of the requested CSM.
5. Consideration of the Request of Rebecca Carey, owner of a property located at 206 Merry Christmas Lane (Parcel 251-0347), to rezone 1.92 acres from A-1 Agricultural Preservation District to R-2 Two-Family Residential District. **Action:** Recommend Council approval or denial of Ordinance 2025-11 to Amend the Zoning Code and Map of the City of Mineral Point.
6. Preliminary consideration of the redevelopment of 103-111 Commerce Street.
7. Discussion and possible consideration of addressing an unnamed right-of-way adjacent to Antoine St., a portion of the Liberty Street right-of-way, and the Doty Street right-of-way.
8. Discussion of amending the Zoning Code related to the requirement of public road frontage.
9. Adjourn.

Agenda Posted and Distributed: Thursday, June 12, 2025.

Reasonable accommodations for participation in this meeting by persons with disabilities, as defined by the Americans with Disabilities Act, will be made upon request and if feasible. Please contact the City Clerk's office (608-987-2361) at least 24 hours prior to the scheduled meeting so that necessary accommodations can be provided

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

MINUTES

CITY OF MINERAL POINT PLAN COMMISSION MEETING

Thursday, May 15, 2025, 6:30 PM
City Hall Community Room

CALL TO ORDER/ROLL CALL

Mayor Clark called the meeting to order at 6:30 pm.

Danny Clark, Mayor	Present	Tim Freeman	Present
Keith Burrows	Absent	Mo May-Grimm	Present
Alex Ramshur	Present	Jeff Meyer	Present
Tom Johnston	Absent		
Others Present: Administrator Honer, Clerk-Treasurer Skelding, Bart Nies			

APPROVAL OF MINUTES – March 20, 2025 MEETING

Motion (May-Grimm/Meyer) to approve March 20, 2025 minutes. Motion carried, all voting aye (5-0).

CONSIDERATION OF A PRELIMINARY SUBDIVISION PLAT FOR THE 2ND ADDITION TO THE BREWERY CREEK SUBDIVISION.

Bart Nies, Delta 3 Engineering, presented the preliminary plat for the 2nd addition to the Brewery Creek subdivision. This is a 4-phase, 50-lot subdivision, with newly platted lots. There is planned to be nine lots in phase 1 along with the storm water facility, twenty-seven lots in phase 2, six lots in phase 3, and seven lots in phase 4. Lot sizes range from .2 acres to .94 acres. The lots must average 1/3 of an acre per unit, which is required by the TIF district.

Nies stated that this development must have a minimum of three duplex lots in order to satisfy the TIF law.

The commission agreed that the lot layout is sufficient.

This commission will need to recommend phasing and zoning.

There is currently no sidewalk or bike paths in the plan. The commission had discussions on pros and cons of sidewalks in the development.

The Plan Commission decided to have the entire development zoned as R-2, and for the subdivision name to be Brewery Creek, 1st Addition. The street names will stay as shown on the preliminary plat.

Motion (May-Grimm/Meyer) to recommend Council approval of a preliminary subdivision plat and preliminary plans with R-2 zoning, no sidewalks, and consider having a public pathway between lots 40 and 41 with considerations of a fence around the stormwater facility for safety, for the 1st Addition to the Brewery Creek subdivision. Motion carried by roll call, all voting aye (5-0).

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

CONSIDERATION OF A PRELIMINARY CSM REQUESTED BY RANDOLPH AND CYNTHIA FLEMING FOR THE SUBDIVISION OF A PARCEL INTO THREE PARCELS AT 141 MERRY CHRISTMAS LANE.

Houses were all originally built on one parcel, but owner is now selling the homes. In order to sell them, he needs to split the parcel into three separate parcels.

Motion (May-Grimm/Freeman) to recommend Council approval of a preliminary CSM requested by Randolph and Cynthia Fleming for the subdivision of a parcel into three parcels at 141 Merry Christmas Lane, conditionally upon the applicant receiving a variance. Motion carried, all voting aye (5-0).

DISCUSSION OF MULTI-FAMILY RESIDENTIAL ZONING LOCATIONS.

Administrator Honer discussed multi-family residential zoning issues. In regards to The Travelers Inn, the owner cannot rezone the property to residential. The City can force the owner to stop renting out the property on a long-term basis, or the City can change the future land use map as part of the comprehensive plan to allow residential use in this location.

The owner is renting both floors out as long-term rentals. The property owner should not be renting anything more than a short-term basis.

The City currently owns a large parcel in the new proposed Brewery Creek, 1st Addition development on the corner of Antoine and Brewery View Drive. It has been discussed to potentially rezone this parcel to R-3. Mayor Clark stated that this would be a great parcel for a four-plex, which is needed in this community. The Commission agrees this is a good plan.

No action taken.

ADJOURN

Motion (May-Grimm/Freeman) to adjourn at 8:11 pm. Motion carried, all voting aye (5-0).

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov



Mineral Point, Wisconsin

City of Mineral Point

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

NOTICE OF PUBLIC HEARING
CITY OF MINERAL POINT PLAN COMMISSION
Thursday, June 19, 6:30 p.m.
City Hall Community Room

NOTICE IS HEREBY GIVEN that the City of Mineral Point Plan Commission will meet at the place, date and time indicated above to consider the request of Rebecca Carey, owner of property located at 206 Merry Christmas Lane (Parcel 251-0347), to rezone 1.92 acres from A-1 Agriculture Preservation District to R-2 Two-Family Residential District.

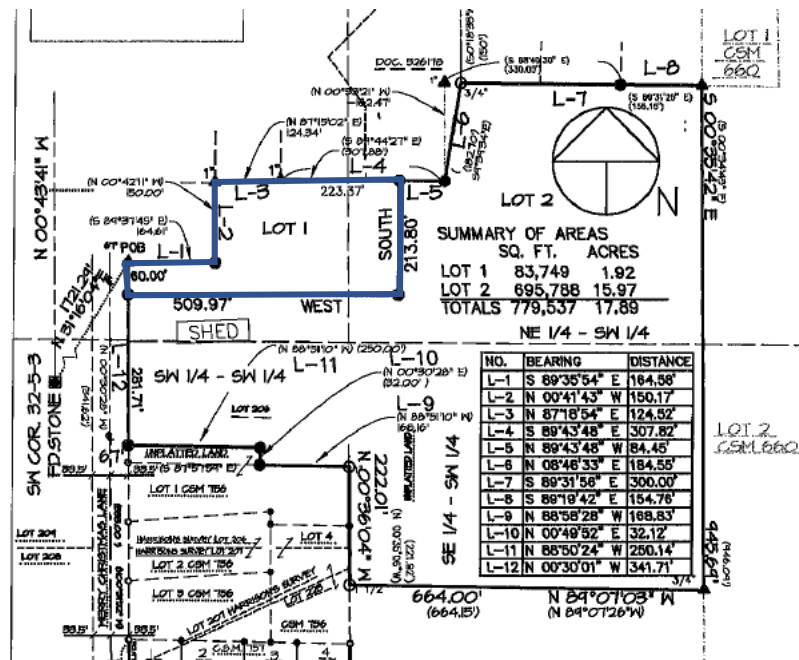
All interested persons, their agents, or representatives may appear at said hearing and address the Plan Commission regarding this rezone request.

Published: June 5 and 12, 2025

Christy Skelding
City Clerk/Treasurer

Reasonable accommodations for participation in this meeting by persons with disabilities, as defined by the Americans with Disabilities Act, will be made upon request and if feasible. Please contact the City Clerk's office (608-987-2361) at least 24 hours prior to the scheduled meeting so that necessary accommodations can be provided.

Approximate area of proposed rezone shown in blue on the two attached maps.





Mineral Point, Wisconsin

6/19/2025

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer
Issue: Consideration of a preliminary Certified Survey Map (CSM) requested by Rebecca Carey, owner of a property located at 206 Merry Christmas Lane (Parcel 251-0347), for the subdivision of one parcel into two parcels. Action: Recommend Council approval or denial of the requested CSM. Consideration of the Request of Rebecca Carey, owner of a property located at 206 Merry Christmas Lane (Parcel 251-0347), to rezone 1.92 acres from A-1 Agricultural Preservation District to R-2 Two-Family Residential District. Action: Recommend Council approval or denial of Ordinance 2025-11 to Amend the Zoning Code and Map of the City of Mineral Point.	
BACKGROUND/ANALYSIS: The owner is requesting the rezoning and subdivision of 1.92 acres of the 17.96-acre parcel at 206 Merry Christmas Lane from currently zoned A-1 Agriculture Preservation District to R-2 Residential District. Planning and Zoning Review: The “standards for rezoning” of an A-1 district as listed in the zoning code identify that, “Decisions on petitions for rezoning land from A-1 Agriculture Preservation District shall be based on findings resulting from a comprehensive update to the City of Mineral Point Comprehensive Plan.” The Plan Commission recently updated the Comprehensive Plan by adopting a Future Land Use Map. The Future Land Use Map identifies these areas as future residential. R-2 Two-Family Residential District intends to provide low-density development of single-family and 2-family homes. The proposal appears to meet all requirements of the R-2 District and lot standards as defined by the Zoning Code. The resulting remaining 15.97 acres does not fall below the minimum 4 acres of land required for the A-1 district. The proposed residence will be required to connect to the City’s water system, but because it is more than 100’ from a sewer main, it will not be required to connect to the City’s sewer system.	
RECOMMENDATION: Approve or deny the rezone ordinance and certified survey map. The proposal is compatible with the adjacent development and future land use. Zoning Administrator recommends approval.	
FISCAL IMPACT: N/A	
ATTACHMENTS: Rezone Application, Preliminary Certified Survey Map, and other application and planning materials	



Mineral Point, Wisconsin

CITY OF MINERAL POINT



137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

Planning and Zoning Application

Municipality (Check One):

☒ City of Mineral Point

☐ Town of Mineral Point(ETZ)

Property Address:

2000 MERRY CHRISTMAS LN.

Parcel #:

251-0347

Lot Size:

17.96 acres

Property Owner:

Name:

REBECCA R. CAREY

Address:

192 SHANE AVE ST
MINERAL POINT, WI 53565

Phone:

608-987-3742

Email:

brcarey192@charter.net

Agent:

Name:

DAN CAREY

Address:

5371 LITTLE BLISSON DR.
MCFARLAND, WI 53558

Phone:

608-341-9913

Email:

dacarey10@gmail.com

Action Requested:

Administrative Review:

- | | |
|---|-------|
| ☒ New Build 1 & 2 Family Residential: | Fee: |
| ☐ Residential Additions: | \$75 |
| ☐ Accessory Structure: | \$50 |
| ☐ Commercial Zoning: | \$150 |
| ☐ Commercial Signage: | \$50 |
| ☒ Driveway: | \$50 |

Planning Approval*:

- | | |
|---|---------------------------|
| ☒ Certified Survey Map (CSM): | Fee: |
| ☐ Conditional Use Permit: | \$300 |
| ☒ Zoning Change Request: | \$400 |
| ☐ Variance Request: | \$500 |
| ☐ Plat Review: | \$500 |
| ☐ Commercial Site Plan Review: | \$300 |
| ☐ Land Use Planning: | Engineering Expense + 10% |
| | \$3,000 |

* Planning Approval Items require review and approval by the Plan Commission, the Board of Appeals, and/or the City Council.

Instructions:

1. All Zoning Permits Applications require a description of the project and a preliminary site plan map. The Zoning administrator may request additional items. Permit approval is subject to having the necessary information.
2. Certified Survey Maps and Zoning Changes require a Plat of Survey or preliminary CSM.
3. Variance Requests must be accompanied by the applicant's written statement explaining: 1) Why complying with the ordinance results in unnecessary hardship, (2) evidence the hardship is due to the unique conditions of the property, and (3) demonstrate the variance will not harm the public interest.



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

Project Description and Reason for Request:

LAND DIVISION OF EXISTING PARCEL TO CREATE 2 LOTS.

1) ~1.92 acre residential lot, rezone R-2 for future home build

2) ~15.97 acre will continue to be zoned and used for
ag purposes.

Attachments:

Preliminary CSM
SITE PLAN

Applicant Signatures:

Dan Carey, DAN CAREY, 5-23-25

Signature, Printed Name, Date

Rebecca Carey, 5-23-25

Signature, Printed Name, Date

Date Received: _____

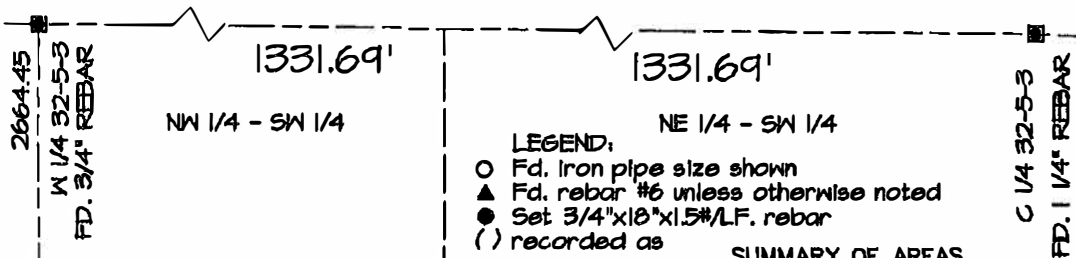
Fee Collected: _____

CERTIFIED SURVEY MAP

Being part of Lots 205 & 206 of Harrison's Survey, and part of Lots 2 & 4 of Toay and Brewers Subdivision, as located in all of the quarter quarters of the SW 1/4 of Section 32, T5N, R5E, City of Mineral Point, Iowa County, Wisconsin

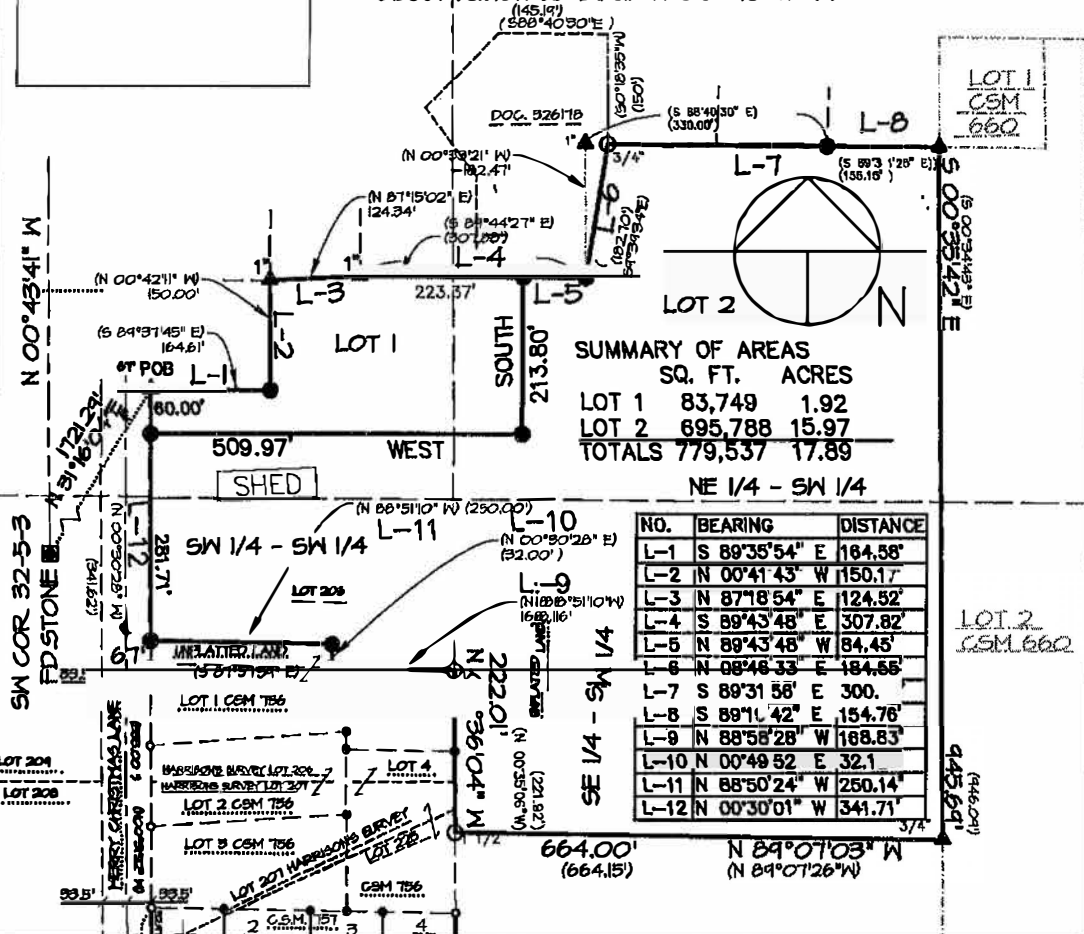
200 0 200 400 600

Scale 1" = 200'



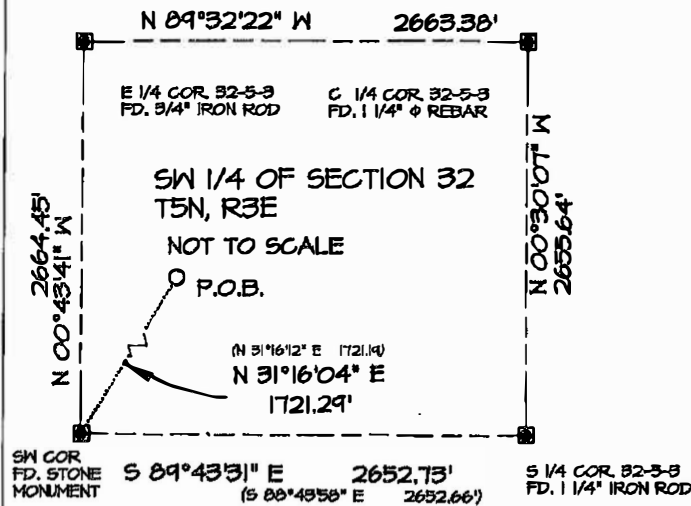
Sheet 1 of 2

Plat bearings are oriented towards the Iowa County Coordinate system as defined by the Wisconsin Department of Transportation, the West Line of the SW 1/4 of 32-5-3, which line was measured by GPS observation to bear N 00°43'41" W



CERTIFIED SURVEY MAP

Being part of Lots 205 & 206 of Harrison's Survey, and part of Lots 2 & 4 of Toay and Brewers Subdivision, as located in all of the quarter quarters of the SW 1/4 of Section 32, T5N, R5E, City of Mineral Point, Iowa County, Wisconsin



Sheet 2 of 2

I, Laurence E. Schmit, Professional Land Surveyor hereby certify that under the direction of Dan Carey, I have made a survey, division, and map. Subject map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof, and that I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes in the dividing, mapping of the land which is described as being part of Lots 205 & 206 of Harrison's Survey, and part of Lots 2 & 4 of Toay and Brewers Subdivision, as located in all of the quarter quarters of the SW 1/4 of Section 32, T5N, R5E, City of Mineral Point, Iowa County, Wisconsin, to wit:

Commencing at the SW corner of said Section 32; thence N 31°16'04" E, 1721.29' to a point on the easterly right of way line of Merry Christmas Lane, said point being the POINT OF BEGINNING; thence S 89°35'54" E, 164.58'; thence N 00°41'43" W, 150.17'; thence N 87°18'54" E, 124.52'; thence S 89°43'48" E, 307.82'; thence N 08°46'33" E, 184.55'; thence S 89°31'56" E, 300.00'; thence S 89°19'42" E, 154.76'; thence S 00°35'42" E, 945.69'; thence N 89°07'03" W, 664.00'; thence N 00°36'04" W, 222.01'; thence N 88°58'28" W, 168.83'; thence N 00°49'52" E, 32.12'; thence N 88°50'24" W, 250.14'; thence N 00°30'01" W, 341.71' to the Point of Beginning. Containing 779,537 square feet or 17.89 acres more or less.

Laurence E. Schmit

date:

APPROVED FOR RECORDING BY:

City of Mineral Point

Jason Basting - Mayor

OFFICE DATA	
JOB ID:	2022a-027
SURVEY CREW:	JD SL
FIELD BOOK NO.:	22-1 pg 13
DWG STORED:	vers 13
DRAWN BY:	les
DRAWING NO.:	22a-27.dwg
DATA FILE NO.:	<22a-27.txt>

SCHMIT ENGINEERING & SURVEYING

215 Grace ST. DODGEVILLE, WI. 53533 (608)935-2721

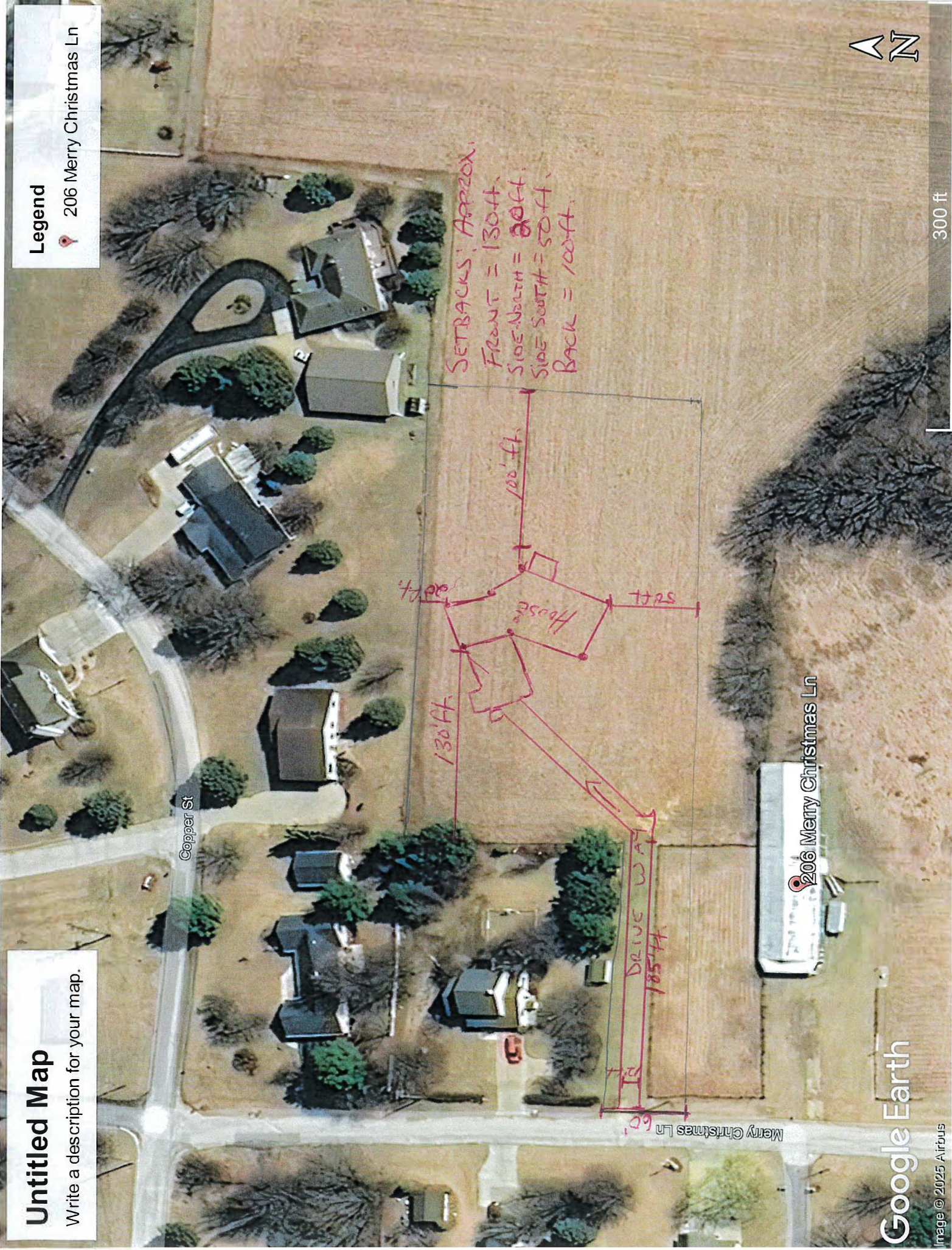
Legend

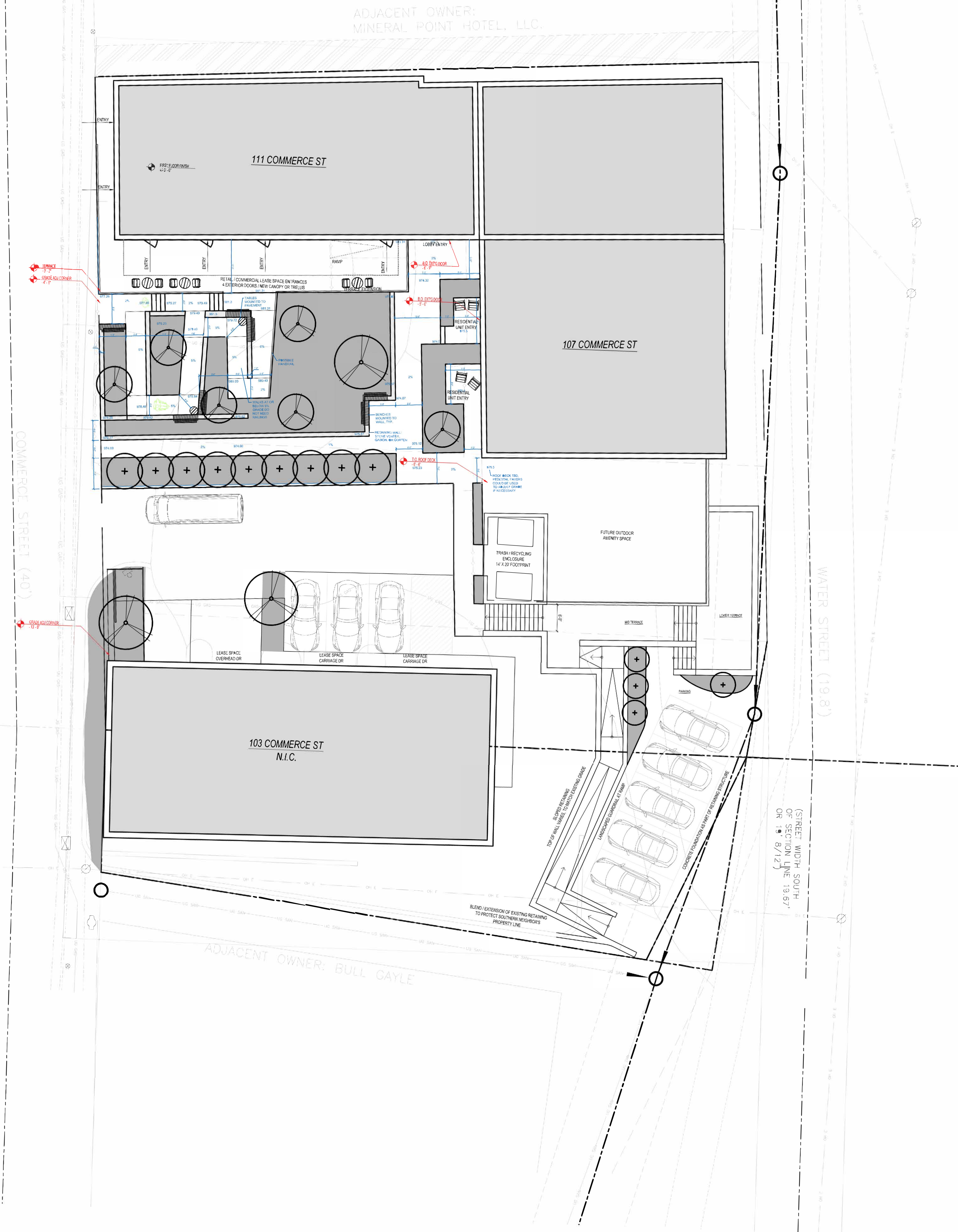
206 Merry Christmas Ln



Image © 2025 Airbus

300 ft





1 SITE PLAN
3/32" - 1'-0"



6/19/2025

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Public Health & Property Committee Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer
<u>Issue:</u> Discussion and possible consideration of addressing an unnamed right-of-way adjacent to Antoine St., a portion of the Liberty Street right-of-way, and the Doty Street right-of-way.	
<u>BACKGROUND/ANALYSIS:</u>	
unnamed right-of-way adjacent to Antoine St.: This right-of-way (red line) was considered for vacation at the same time as Margaret and John Streets, but was postponed until it was determined that it would not be required as part of the subdivision. There was hope that it would not be required for the Brewery Creek Subdivision and it appears that it will not be required.	
Liberty St.: This was considered by the public health and property committee as part of a discussion regarding the sale of parcel 251-0871.A (Blue Dot) and it was determined that additional thought was necessary to resolve some issues in this location. No utilities are located within the Liberty St. right-of-way. Administration recommends securing a survey to address the parcel that is bisected by the Commerce St. right-of-way (orange triangle), vacating the right-of-way conditioned on selling parcel 251-0871.A (Blue Dot).	

Doty St.: A portion of this right of way was abandoned by the City due to the fact that multiple properties were built in the right of way likely due to an error in surveying the property. It is advised that efforts be made to define the Doty St. right-of-way.	
--	--

<u>RECOMMENDATION:</u> Action to clean up these right-of- way issues.

<u>FISCAL IMPACT:</u> TBD

<u>ATTACHMENTS:</u> None.
