



CITY OF MINERAL POINT

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

AGENDA

CITY OF MINERAL POINT PLAN COMMISSION MEETING

Thursday, August 21, 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 July 3, 2025.
3. Public Hearing – Request of The Mineral House, LLC, owner of 107 -111 Commerce St. (Tax Parcel No. 251-0184 & 251-0183), for a Conditional Use Permit as required in Section 154.02(D)(7)(c) and 154.04(G)(2)(i) of the Municipal Code, to allow dwelling units below the second floor in the C-1 Central Business District. **Action:** Open public hearing/Hear testimony/Close public hearing.
4. Consideration of The Mineral House, LLC, owner of 107 -111 Commerce St. (Tax Parcel No. 251-0184 & 251-0183), for a Conditional Use Permit as required in Section 154.02(D)(7)(c) and 154.04(G)(2)(i) of the Municipal Code, to allow dwelling units below the second floor in the C-1 Central Business District. **Action:** Recommend Council approval or denial the proposed conditional use permit.
5. Consideration of changes to Chapter 154 of the Municipal Ordinance, the City of Mineral Point Zoning Code. **Action:** Review possible changes to the code and advise the zoning administrator to prepare changes for future consideration.
6. Discussion of ongoing projects and future meetings.
7. Adjournment.

Agenda Posted and Distributed: Friday, August 25, 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



CITY OF MINERAL POINT

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MINUTES

CITY OF MINERAL POINT PLAN COMMISSION MEETING

Thursday, July 3, 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	Present	Mo May-Grimm	Present
Alex Ramshur	Excused	Jeff Meyer	Present
Tom Johnston	Present		
Others Present: Administrator Honer, Clerk-Treasurer Skelding, Judi Ascher, Gary Tibbits			

APPROVAL OF MINUTES – JUNE 19, 2025 MEETING

Motion (May-Grimm/Meyer) to approve June 19, 2025 minutes. Motion carried, all voting aye (6-0).

PUBLIC HEARING – REQUEST OF BREWERY CREEK RENTALS, LLC, OWNER OF PROPERTY LOCATED AT 182, 184, AND 186 ANTOINE ST. (PARCELS 251-1042.202, 251-1042.203, 251-1042.204), TO REZONE THREE PARCELS FROM R-2 TWO-FAMILY RESIDENTIAL DISTRICT TO PUD – PLANNED UNIT DEVELOPMENT FOR THE PROPOSED CONSTRUCTION OF THREE DUPLEXES.

Motion (May-Grimm/Burrows) to open the public hearing at 6:32 p.m. Motion carried, all voting aye (6-0).

Gary Tibbits: Asked if this has anything to do with the covenants on the property. Administrator Honer stated that the city does not control any covenants.

Judi Ascher: When this development was proposed a long time ago, it was set up as single-family homes. It now seems like the lots are too small for the condos and duplexes. Honer stated that all of the lots were zoned as R-2, which allows duplexes.

Motion (Burrows/May-Grimm) to close the public hearing at 6:39 p.m. Motion carried, all voting aye (6-0).

PUBLIC HEARING – REQUEST OF THE CITY OF MINERAL POINT, OWNER OF PROPERTY LOCATED ADJACENT TO ANTOINE ST. (PARCELS 251-1042.101, LOT 1 BLOCK 1 OF BREWERY CREEK SUBDIVISION), TO REZONE FROM R-2 TWO-FAMILY RESIDENTIAL DISTRICT TO R-3 MULTI-FAMILY RESIDENTIAL.

Motion (May-Grimm/Burrows) to open the public hearing at 6:39 p.m. Motion carried, all voting aye (6-0).

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

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Gary Tibbits: Asked if something is planned for this parcel. Mayor Clark stated he would like to see a four-plex on this lot.

Motion (Burrows/Freeman) to close the public hearing at 6:42 p.m. Motion carried, all voting aye (6-0).

CONSIDERATION OF THE REQUEST OF BREWERY CREEK RENTALS, LLC, OWNER OF PROPERTY LOCATED AT 182, 184, AND 186 ANTOINE ST. (PARCELS 251-1042.202, 251-1042.203, 251-1042.204), TO REZONE THREE PARCELS FROM R-2 TWO-FAMILY RESIDENTIAL DISTRICT TO PUD – PLANNED UNIT DEVELOPMENT FOR THE PROPOSED CONSTRUCTION OF THREE DUPLEXES.

Administrator Honer stated that the city is generally not in favor of PUD's. In this instance, this applicant is proposing to utilize R-2 zoning, with the exception of changing the side set backs from 12' to 10' and the rear setback from 30' to 18'.

Mayor Clark stated that the reasoning for this request is to make it uniform to the condos that are currently on Antoine Street.

There will be 24' between each structure, however the setback on the west and east ends of the outside structures will only be approximately 10'.

Changing the zoning of the parcels does not affect the covenants.

Commissioner Burrows' only concern was the steep drop-off in the rear yard of the west unit.

Commissioner Johnston asked if commissioners think having multi-unit buildings will deter any single-family homes. Other commissioners don't believe it will.

Gary Tibbits mentioned the fact that these proposed units only have a one car garage, with a shared driveway. Commissioners question where the extra vehicles will be parked, as parking is not allowed on Antoine Street.

Motion (May-Grimm/Freeman) to recommend Council approval of the request of Brewery Creek Rentals, LLC, owner of property located at 182, 184, and 186 Antoine St. (Parcels 251-1042.202, 251-1042.203, 251-1042.204), to rezone three parcels from R-2 - Two-Family Residential District to PUD – Planned Unit Development for the proposed construction of three duplexes. Motion carried by roll call, all voting aye (6-0).

CONSIDERATION OF REQUEST OF THE CITY OF MINERAL POINT, OWNER OF PROPERTY LOCATED ADJACENT TO ANTOINE ST. (PARCELS 251-1042.101, LOT 1 BLOCK 1 OF BREWERY CREEK SUBDIVISION), TO REZONE FROM R-2 TWO-FAMILY RESIDENTIAL DISTRICT TO R-3 MULTI-FAMILY RESIDENTIAL.

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

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Mineral Point, Wisconsin

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Honer stated that this was previously discussed and that the city would like to rezone this parcel in hopes to potentially have a four-plex built on this parcel. Anything over a single or two-family residential unit requires site plan approval by the Plan Commission.

Motion (Burrows/May-Grimm) to recommend Council approval of the request of the City of Mineral Point, owner of property located adjacent to Antoine St. (Parcels 251-1042.101, Lot 1 Block 1 of Brewery Creek Subdivision), to rezone from R-2 - Two-Family Residential District to R-3 Multi-Family Residential. Motion carried, all voting aye (6-0).

ADJOURN

Motion (Johnston/May-Grimm) to adjourn at 7:26 pm. Motion carried, all voting aye (6-0).

DRAFT

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

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City of Mineral Point

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NOTICE OF PUBLIC HEARING
CITY OF MINERAL POINT PLAN COMMISSION
Thursday, August 21, 2025, 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 The Mineral House, LLC, owner of 107 -111 Commerce St. (Tax Parcel No. 251-0184 & 251-0183), for a Conditional Use Permit as required in Section 154.02(D)(7)(c) and 154.04(G)(2)(i) of the Municipal Code, to allow dwelling units below the second floor in the C-1 Central Business District.

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

Published: August 7 and 14, 2025

Christy Skelding
City Clerk/Treasurer

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8/21/2025

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer
<u>ISSUE:</u> Consideration of The Mineral House, LLC, owner of 107 -111 Commerce St. (Tax Parcel No. 251-0184 & 251-0183), for a Conditional Use Permit as required in Section 154.02(D)(7)(c) and 154.04(G)(2)(i) of the Municipal Code, to allow dwelling units below the second floor in the C-1 Central Business District.	
<u>BACKGROUND/ANALYSIS:</u> The owner of the property came to the last Plan Commission meeting and discussed their plans to renovate/redevelop the property. The proposal included the addition of residential units below the second floor, but in an area of the property that would not be considered a “storefront” location. The Plan Commission discussed the options of rezoning or offering a conditional use permit.	
<u>RECOMMENDATION:</u> Review proposal and consider conditions.	
<u>FISCAL IMPACT:</u>	
<u>ATTACHMENTS:</u>	

Conditional Use Permit application for 111-107 Commerce Street, 8/7/2025

Project Description and Reason for Request:

This application requests Conditional Use Permit to support the development at 107–111 Commerce Street as a mixed-use project that aligns with the City of Mineral Point's Comprehensive Plan.

While Building A (see site plan) conforms with current zoning (providing commercial space on ground level and residences above) the **Conditional Use Permit is requested for the proposed residential uses at and below ground-level in Buildings B and C and commercial use below ground-level for Building D.**

Key elements of the proposal include:

- **Increased commercial activity:**
The plan provides four commercial units—three in Building A and one in Building D. These units are accessible, visible, and well suited for public use (which will be enhanced by the proposed site work) contributing to the economic vitality of the neighborhood.
- **Diverse and accessible housing:**
The project adds eight fully accessible 1 to 2 bedroom residential units averaging 1,500 sq ft each. These units will feature high-quality finishes and provide an important alternative to the single-family housing stock, supporting local housing needs.
- **Minimal visibility:**
Buildings B, C, and D are tucked into the slope along Brewery Creek. Only the upper floor of Building C is visible from Commerce Street, and it is set back approximately 55 feet from the road. This ensures minimal visual impact and maintains compatibility with the surrounding area.
- **Adequate parking provisions (H) (I):**
The plan includes one dedicated on-site parking space per residential unit to meet anticipated demand without straining existing infrastructure.
- **Clear boundaries**
 - **Commercial areas (G)** are centered around communal entry points that will be fully accessible and clearly demarcated through site design and wayfinding to avoid secured, residential areas.
 - **Residential areas** are centered around a secured lobby (F), with dedicated elevator and stairs (E). Residents will be able to access their homes from both Commerce Street and Water Street, as required for egress, without encountering public traffic within secured areas.
 - **Site Design, civil engineering, and landscaping** will be used to create strong visual and physical boundaries between residential and commercial areas, enhancing privacy and safety while improving aesthetics.

This proposed development is aligned with key goals of the City of Mineral Point's Comprehensive Plan:

- It supports the **Economic Development** element by adding accessible, street-level commercial space and contributing to downtown vibrancy.
- It furthers the **Housing** element by introducing high-quality, accessible, and varied residential units into the local inventory.
- It reinforces **Land Use and Community Design** objectives by integrating the development into the existing landscape and architectural context with minimal disruption.

With respect, this application requests approval for a Conditional Use Permit for Buildings B, C, and D to support this development, which will contribute to the vitality, inclusivity, and long-term livability of Mineral Point's historic downtown.

ADJACENT OWNER:
MINERAL POINT HOTEL, LLC.

EASEMENT

149.77'

130.99'

E

A

111 COMMERCE ST

B

F

G

RETAIL / COMMERCIAL LEASE SPACE ENTRANCES
2 NEW EXTERIOR ENTRIES / NEW AIRING

TABLES MOUNTED TO
PLACEMENT

UNIT POWER TRIO

RESIDENTIAL UNIT ENTRY

RESIDENTIAL UNIT ENTRY

BRANCHES MOUNTED TO
WALL TOP

RETAINING WALL
STONE VENEER OR
CONCRETE

107 COMMERCE ST

C

D

FUTURE OUTDOOR
AMENITY SPACE

E

G

TENTATIVE
TRASH / RECYCLING
ENCLOSURE
14' X 20' FOOTPRINT

H

LEASE SPACE
OVERHEAD DR

LEASE SPACE
CARRIAGE DR

LEASE SPACE
CARRIAGE DR

103 COMMERCE ST
N.I.C.

147.50'

26.53'

51.09'

51.09'

124.67'
(124' 8")

ADJACENT OWNER: BULL GAYLE



COMMERCE STREET (40')

WATER STREET (19.8')

(STREET WIDTH SOUTH
OF SECTION LINE 19.67'
OR 19' 8 1/2")



NORTHWORKS

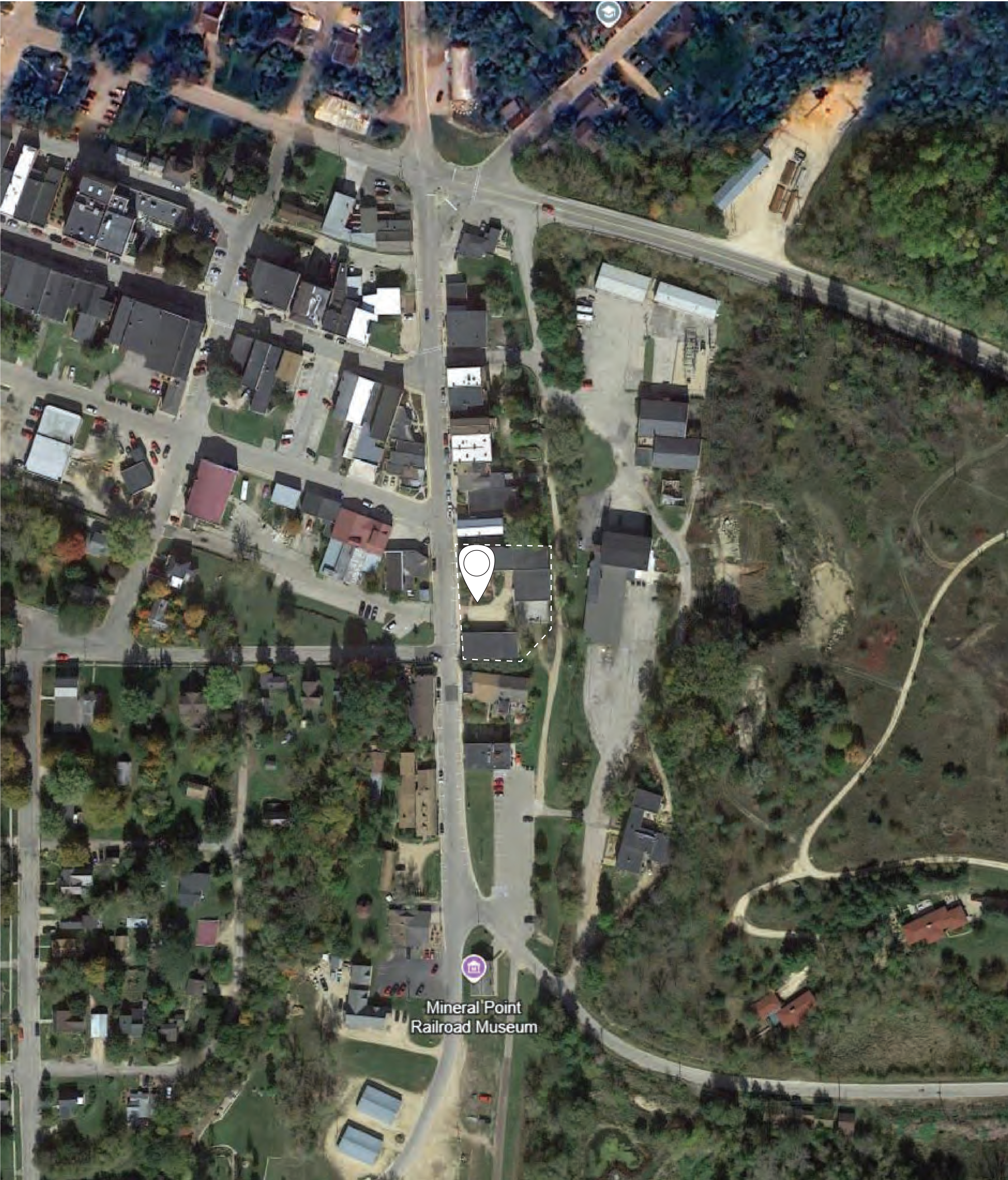
Mineral Point Adaptive Reuse Commerce Street



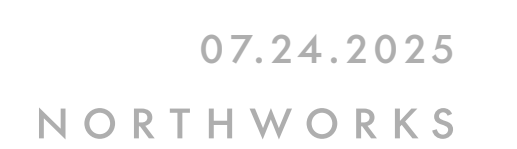
NORTHWORKS

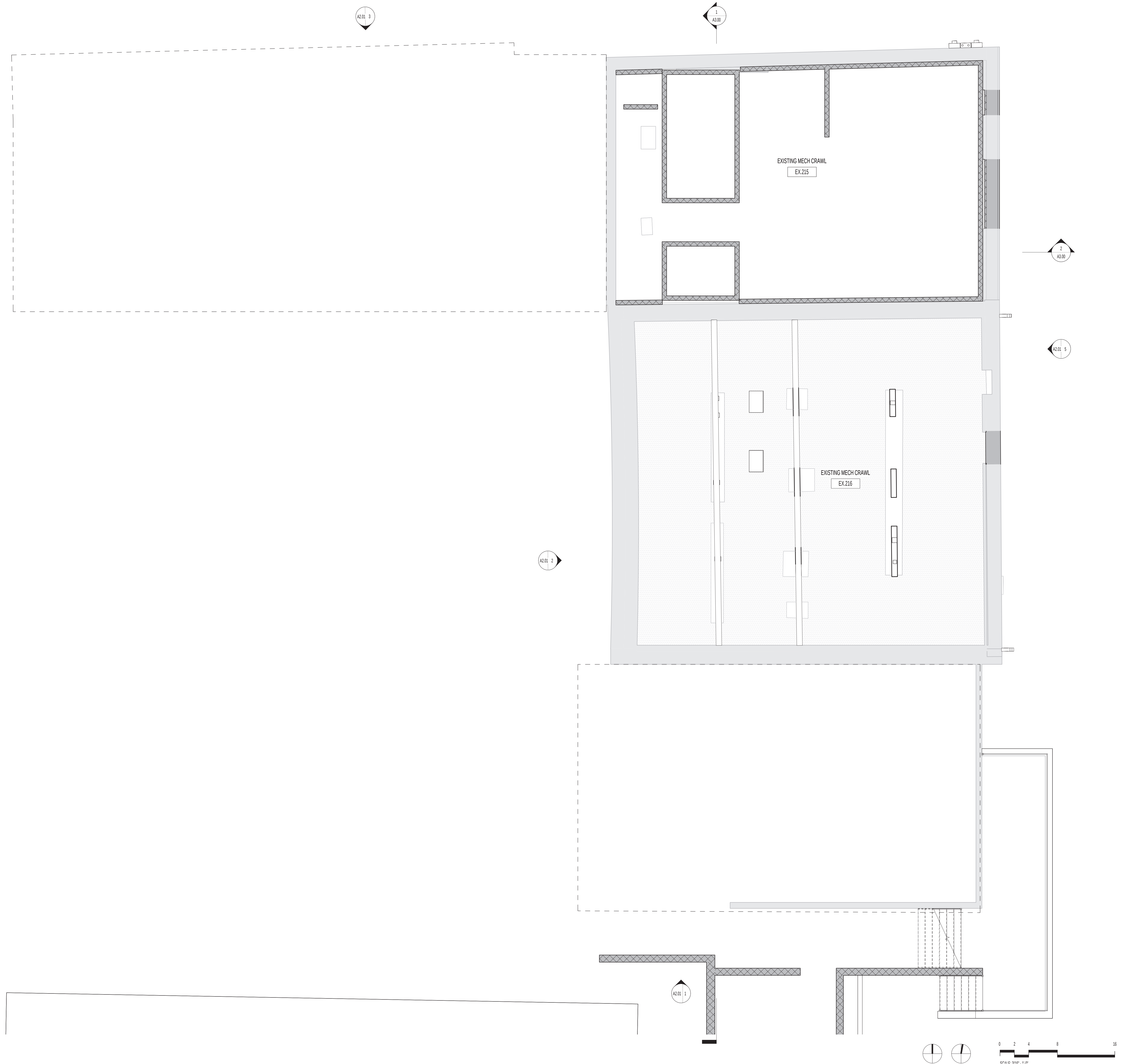
Conditional Use Zoning Review
07 / 24 / 2025





111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW





LEVEL 1 PROPOSED PLAN

111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW

LEVEL 2 PROPOSED PLAN

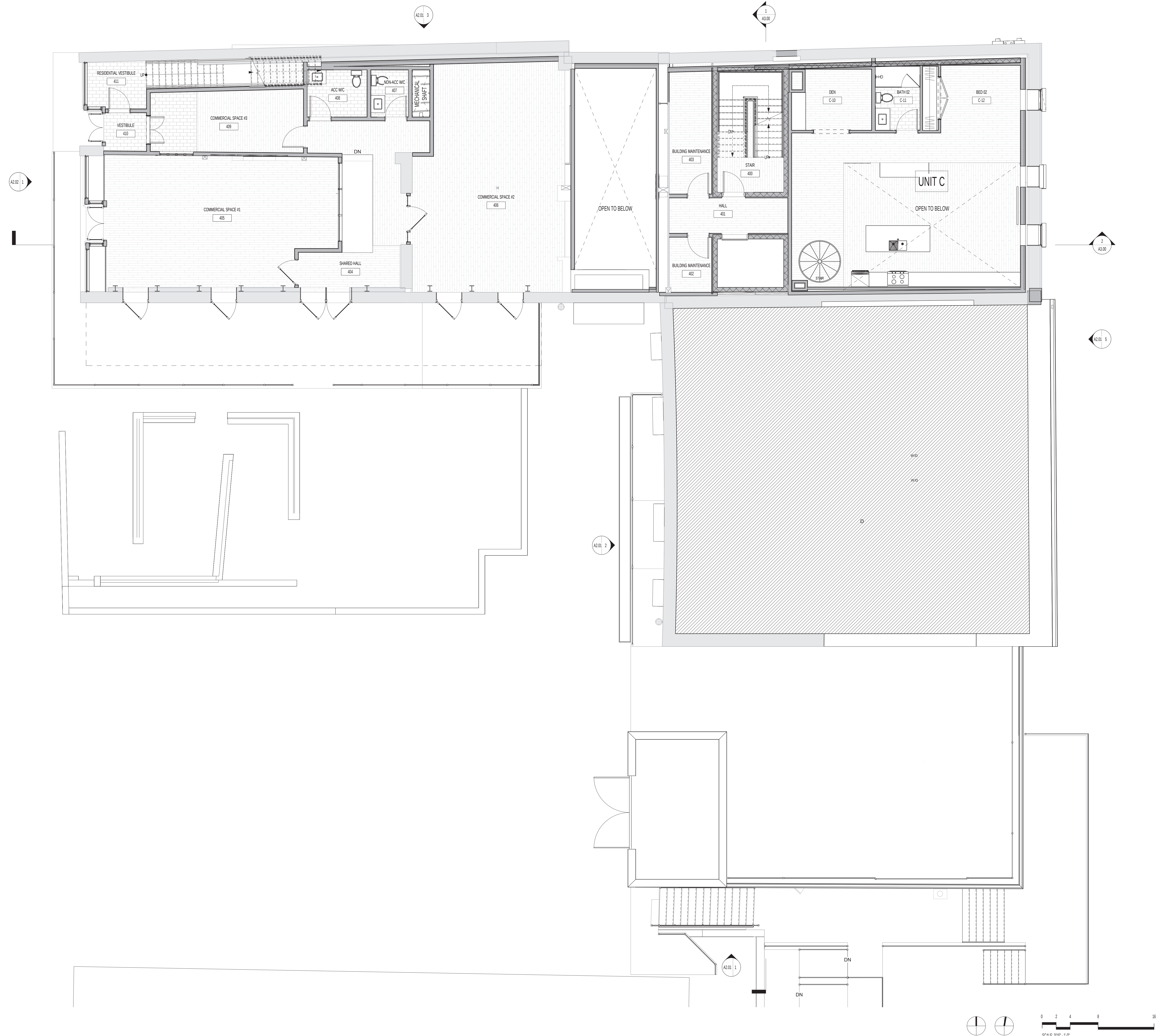
111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW

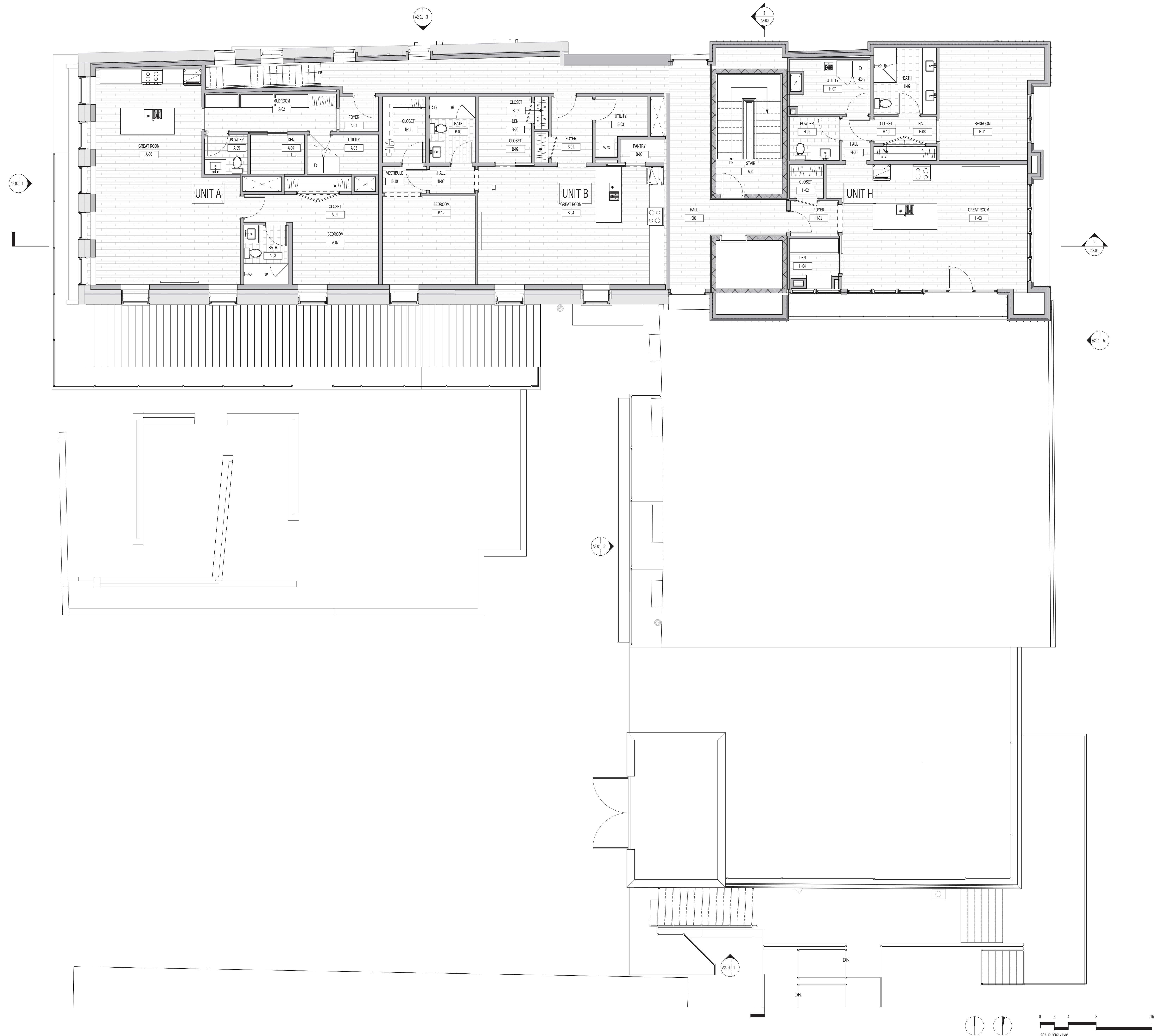




LEVEL 3 PROPOSED PLAN

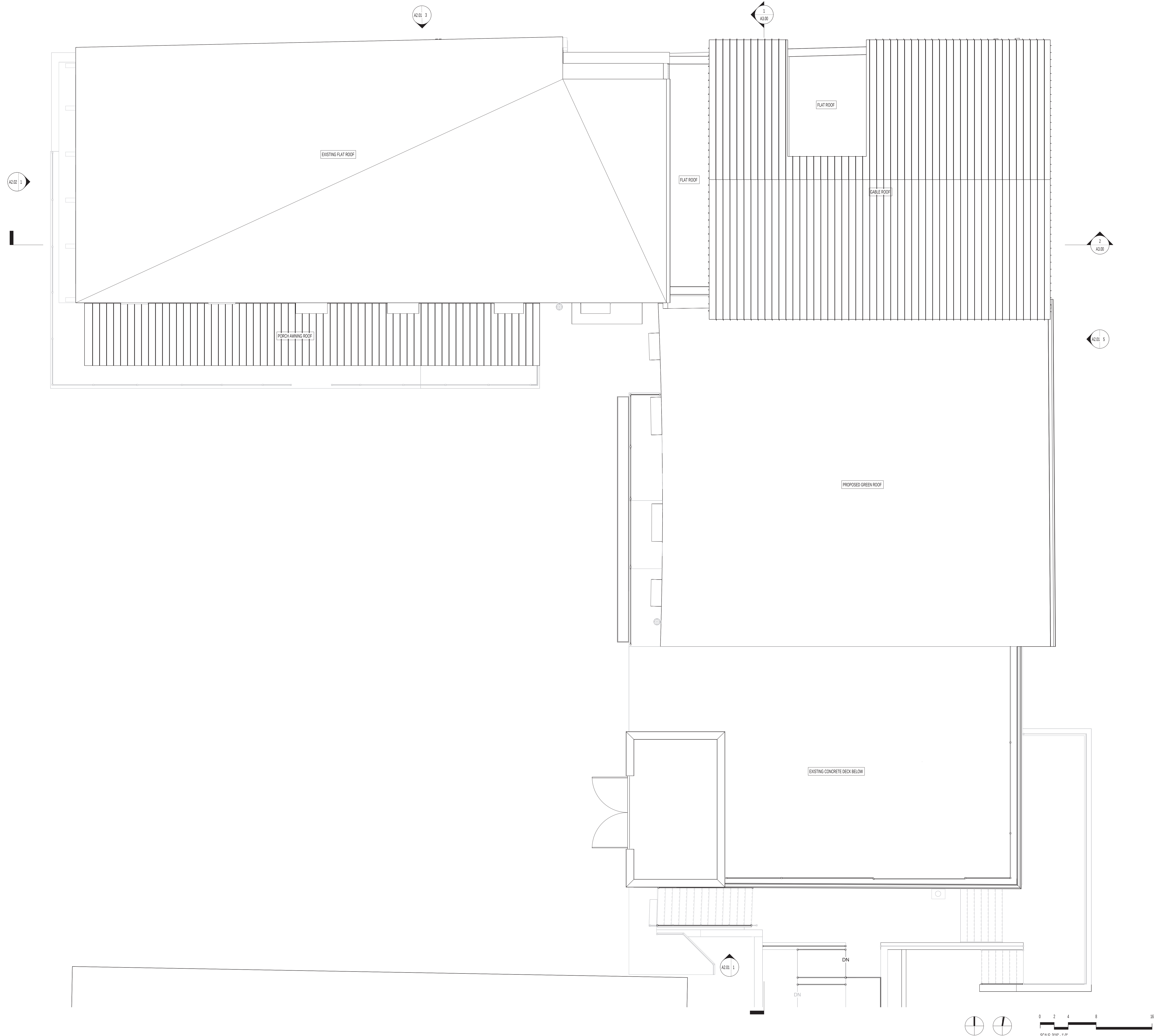
111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW

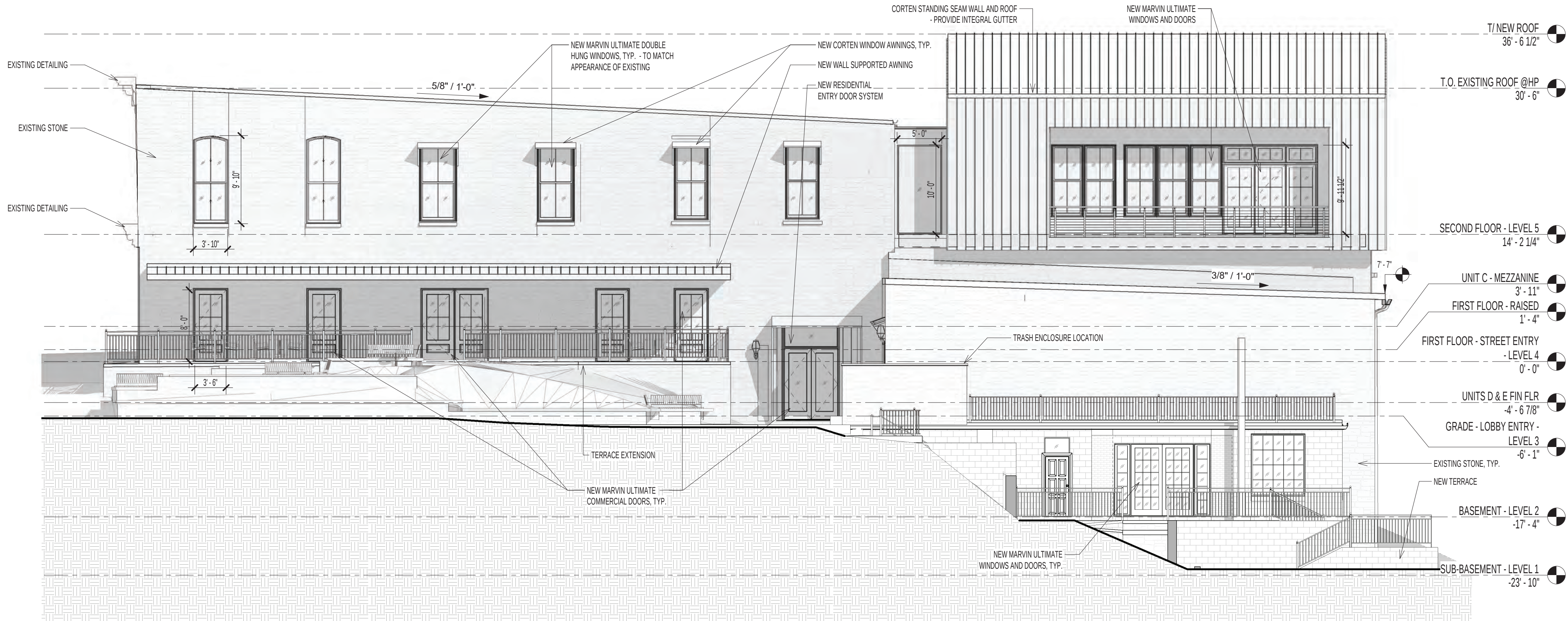




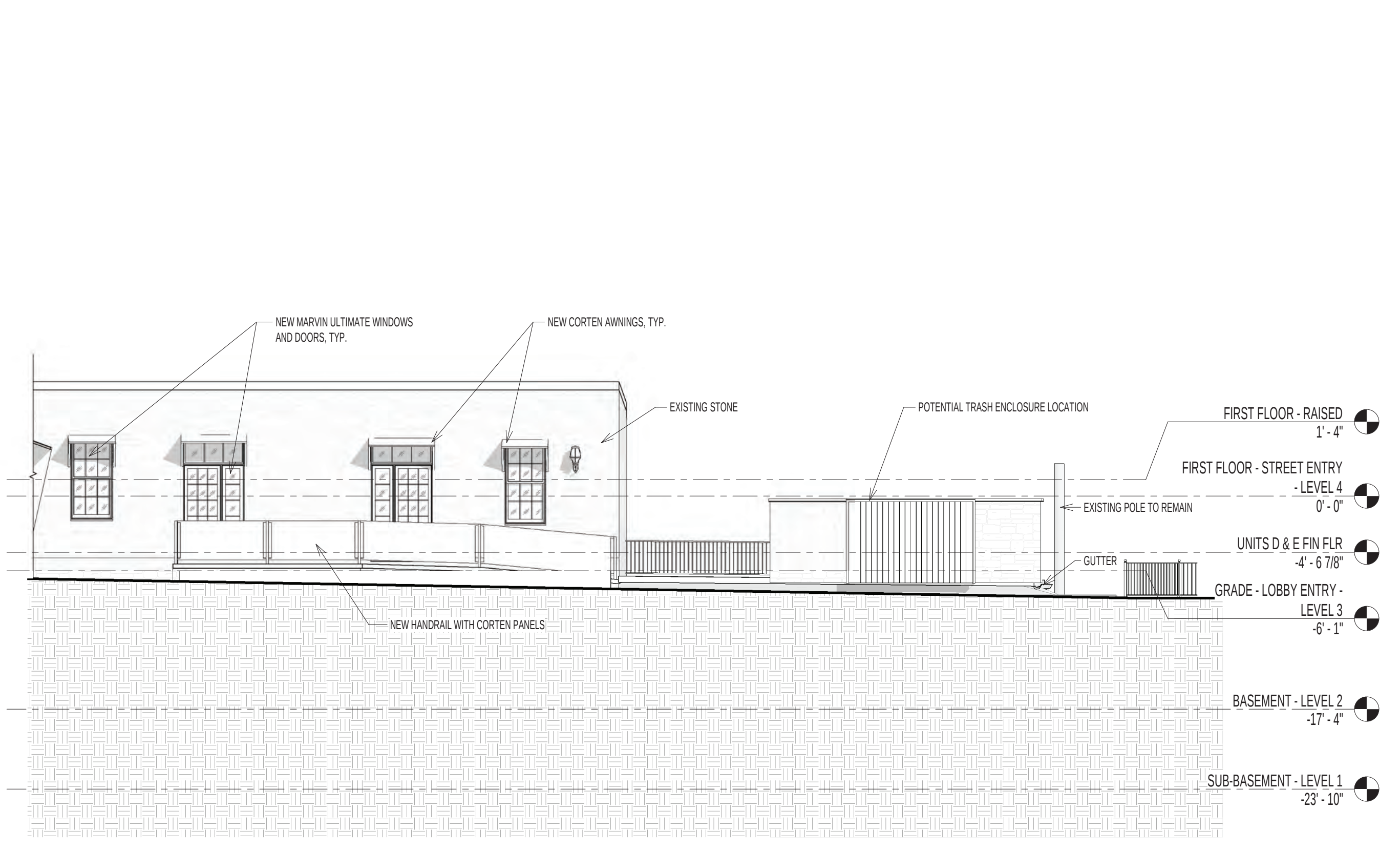
LEVEL 5 PROPOSED PLAN

111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW

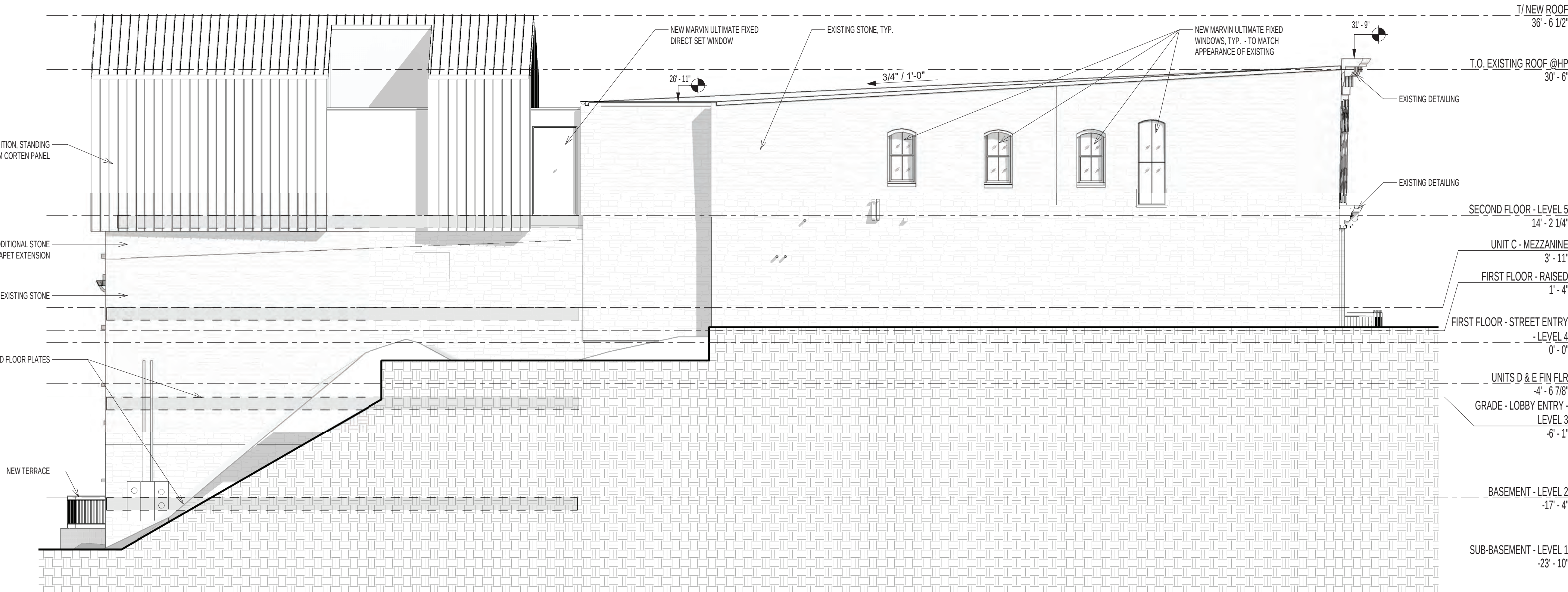




1 NORTH COURTYARD ELEVATION - NEW
SCALE 1/8" = 1'-0"



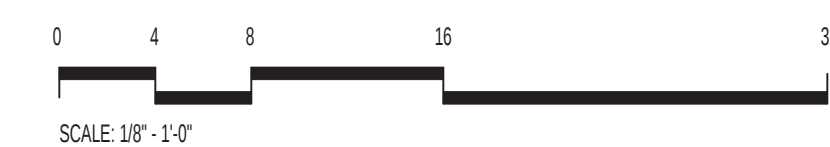
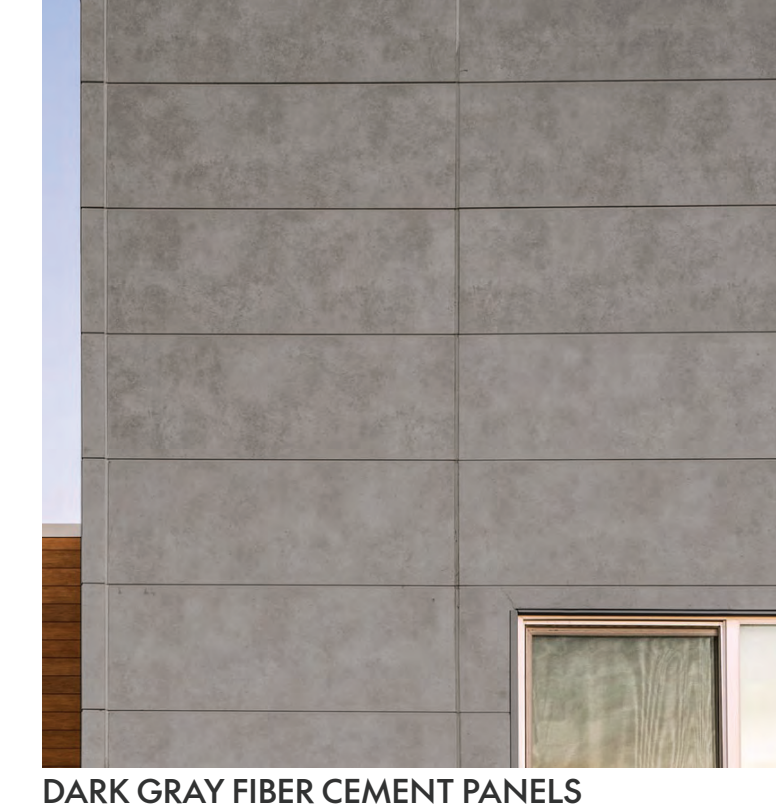
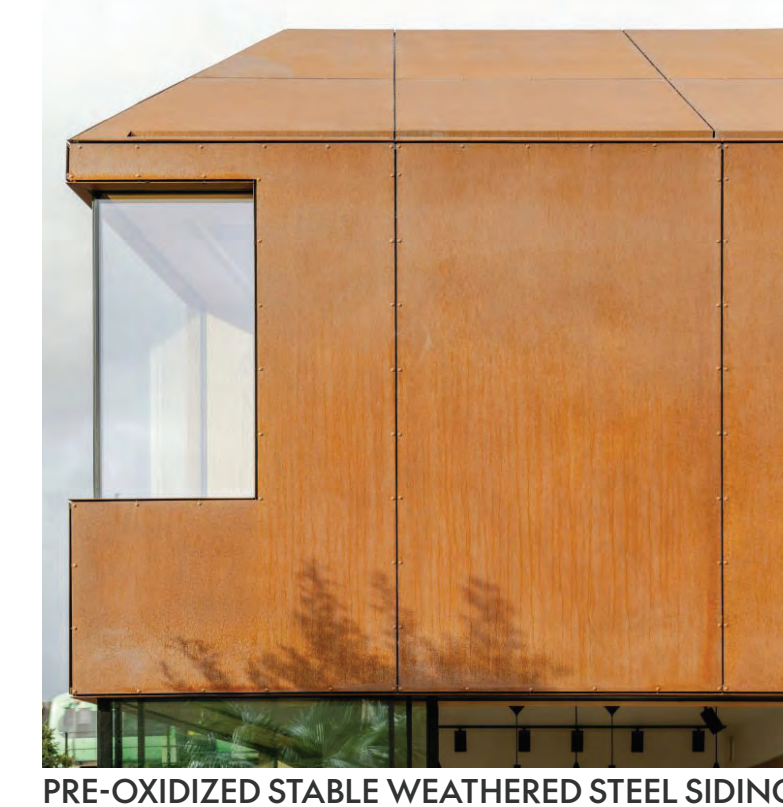
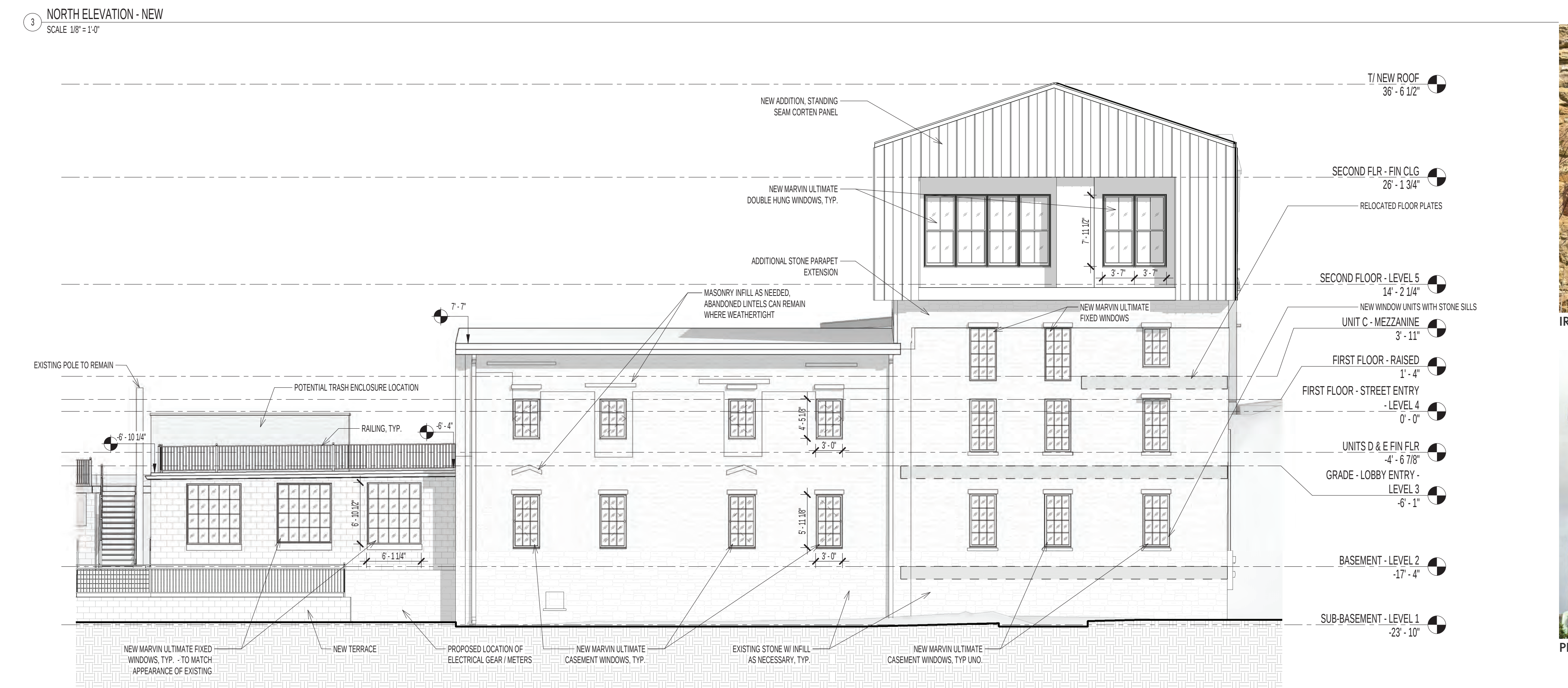
2 EAST COURTYARD ELEVATION - 107 - NEW
SCALE 1/8" = 1'-0"



3 NORTH ELEVATION - NEW
SCALE 1/8" = 1'-0"

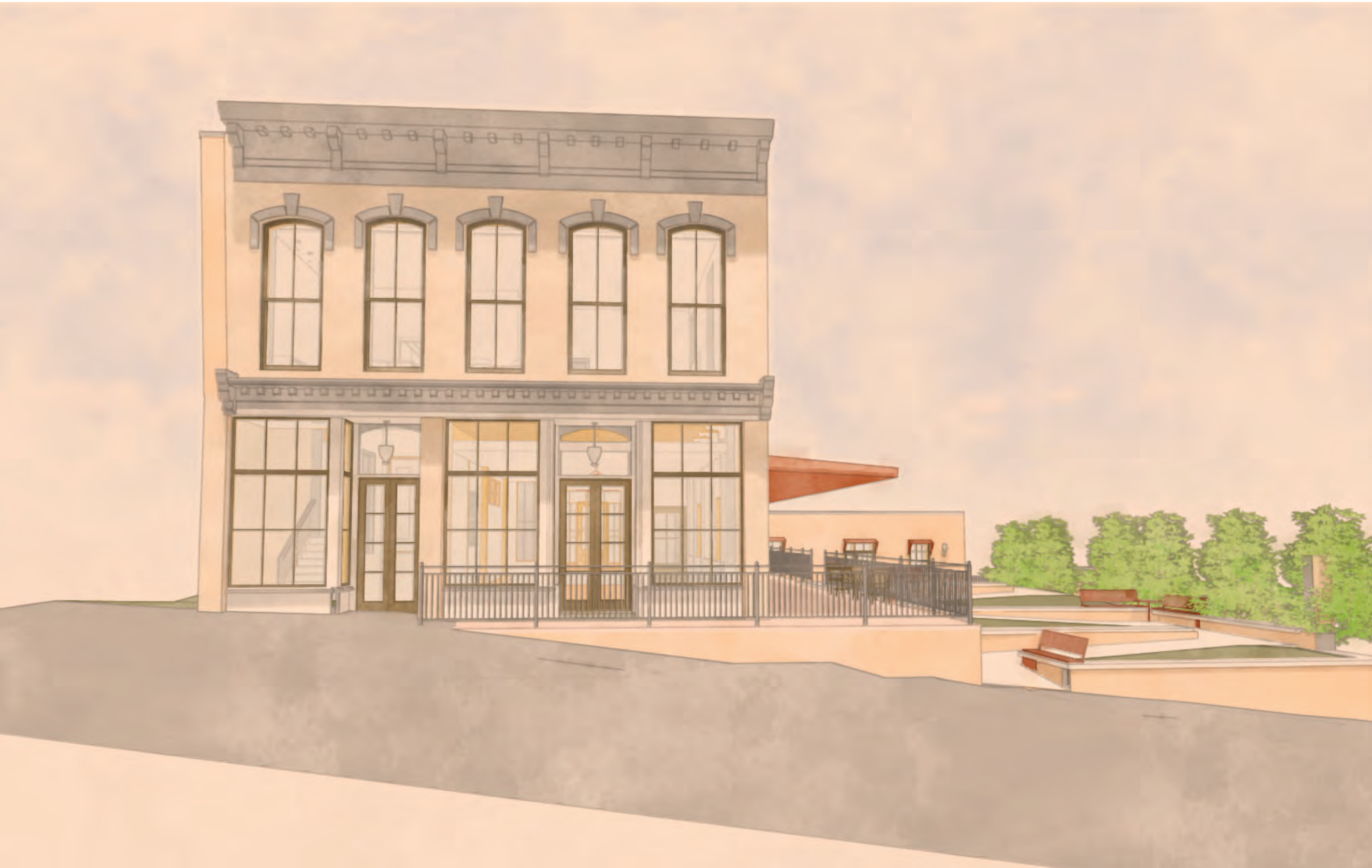


4 WEST ELEVATION - 109 - NEW
SCALE 1/8" = 1'-0"



PROPOSED EXTERIOR ELEVATIONS AND MATERIALS

111-107 COMMERCE STREET | CONDITIONAL USE ZONING REVIEW









NORTHWORKS



8/21/2025

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports
☐ Closed Session ☐ Ordinance/Resolution

Meeting: Plan Commission

Department Reporting: Administration

Submitted by: Matthew Honer

ISSUE: Consideration of changes to Chapter 154 of the Municipal Ordinance, the City of Mineral Point Zoning Code.

BACKGROUND/ANALYSIS:

The City is currently updating its ordinances. The Zoning code is one of those ordinances that should be reviewed for potential changes. Specific items to be considered for change are the following:

Residential Zoning:

Density: Except for the newest subdivisions, few neighborhoods in the City meet the existing zoning requirements. Specifically, the 30' front and rear yard setback requirement. The current zoning requirements encourage neighborhoods to be created with lower density. Lesser-density neighborhoods are expensive for developers to build, the city to maintain, and residents to live. The zoning code requires neighborhoods to be built in this way.

Example: Neighborhood created under existing zoning ordinance – 15 acres, 40 parcels



Example: Neighborhood created before existing zoning ordinance: 14.9 acres, 50 parcels



Accessory Dwelling Units/"Granny Flats": Does the City want to allow these by right, with a conditional use permit, or not at all? Accessory Dwelling Units address a host of issues for residents – childcare, personal income, tourism lodging, and increased housing. Again, this creates greater density, which is cost-effective for the City to maintain and rebuild.

Other items to be discussed:

Allowing driveway easements in place of street frontage.

Defining Mixed Use Commercial Zoning.

Reviewing at home businesses.

"Chicken Ordinance"

Signage, Murals

RECOMMENDATION: Review possible changes to the code and advise the zoning administrator to prepare changes for future consideration.

FISCAL IMPACT: Changes to the zoning code may allow the City to set a more sustainable path of future growth.

ATTACHMENTS: