



Mineral Point, Wisconsin

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, October 2, 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 September 4, 2025.
3. Public Hearing – Request of Brewery Creek Rentals, LLC, for property located at Lots 8 – 14 of the Brewery Creek Subdivision, (Tax Parcels 251-1042.208, 251-1042.209, 251-1042.210, 251-1042.211, 251-1042.212, 251-1042.213, and 251-1042.214), to rezone from R-2 - Two-Family Residential District to PUD – Planned Unit Development. **Action:** Open public hearing/Hear testimony/Close public hearing.
4. Consideration of Request of Brewery Creek Rentals, LLC, for property located at Lots 8 – 14 of the Brewery Creek Subdivision, (Tax Parcels 251-1042.208, 251-1042.209, 251-1042.210, 251-1042.211, 251-1042.212, 251-1042.213, and 251-1042.214), to rezone from R-2 - Two-Family Residential District to PUD – Planned Unit Development. **Action:** Recommend Council approval or denial of Draft Ordinance 2025-12 to Amend the Zoning Code and Official Map of the City of Mineral Point.
5. Consideration of a Site Plan for 617 Dodge St. (Tax Parcel 251-0987.F).
6. Adjournment.

Agenda Posted and Distributed: Friday, September 26, 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



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MINUTES

CITY OF MINERAL POINT PLAN COMMISSION MEETING Thursday, September 4, 2025, 6:15 PM City Hall Community Room

CALL TO ORDER/ROLL CALL

Mayor Clark called the meeting to order at 6:15 pm.

Danny Clark, Mayor	Present	Tim Freeman	Absent
Keith Burrows	Present	Mo May-Grimm	Present
Alex Ramshur	Present	Jeff Meyer	Present
Tom Johnston	Present		
Others Present: Administrator Honer, Tim and Cindy Pittz, Mary Glindenning.			

APPROVAL OF MINUTES – AUGUST 21, 2025 MEETING

Motion (May-Grimm/Ramshur) to approve August 21, 2025, minutes. Motion carried, all voting aye (5-0).

CONSIDERATION OF A SITE PLAN PRESENTED BY TIM AND CINDY PITTZ FOR THE PROPOSED NEW CONSTRUCTION OF A SHED ADJACENT TO BUSINESS PARK RD (PARCEL 251-1113.14).

The Commission asked questions about the location of the lot and the proposed building.

Motion (May-Grimm/Ramshur) to authorize Administrator Honer to issue a zoning permit to Tim and Cindy Pittz for the proposed new construction of a shed adjacent to Business Park Road on parcel 251-1113.14. Motion carried roll call vote, all voting aye (6-0).

PUBLIC HEARING – CITY OF MINERAL POINT COMPREHENSIVE PLAN, 2025-2035.

Motion (May Grimm/Burrows) to open the public hearing at 6:31 p.m. Motion carried by roll call, all voting aye (6-0).

Alyssa Schaeffer from the Southwestern Wisconsin Regional Planning Commission, the project manager for the City of Mineral Point Comprehensive Plan, shared a few minor and grammatical items that were changed since the draft document was made publicly available. Few items were noted to City Administration or to the Southwestern Wisconsin Regional Planning Commission regarding the plan.

Motion (May Grimm/Burrows) to close the public hearing at 6:34 p.m. Motion carried by roll call, all voting aye (7-0).

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CONSIDERATION OF RESOLUTION 2025-PC01, A RESOLUTION TO RECOMMEND THE ADOPTION OF THE CITY OF MINERAL POINT COMPREHENSIVE PLAN, 2025-2035.

May-Grimm asked questions about the sections of the plan on open enrollment, race, and thoughtful growth. Alyssa stated she will work to get the final numbers on open enrollment and answers were provided to the questions on race and growth. The Commission discussed changing the map on page 4 to be a standard mile radius map. The Commission discussed adding the Fall Art tour to the Events and several organizations to the Community Organizations page.

Motion (May-Grimm/Meyer) to recommend Council approval of adoption of the City of Mineral Point Comprehensive Plan, 2025-2035, with the changes discussed. Motion carried, all voting aye (6-0).

ADJOURN

Motion (May-Grimm/Ramshur) to adjourn at 6:50 pm. Motion carried, all voting aye (6-0).

DRAFT

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

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NOTICE OF PUBLIC HEARING
CITY OF MINERAL POINT PLAN COMMISSION
Thursday, October 2, 2025 6:30 p.m.
City Hall Community Room, City of Mineral Point

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 Brewery Creek Rentals, LLC, to rezone parcels located within the Brewery Creek Subdivision (Tax Parcels 251-1042.208, 251-1042.209, 251-1042.210, 251-1042.211, 251-1042.212, 251-1042.213, and 251-1042.214), from R-2 - Two-Family Residential District to PUD – Planned Unit Development. The proposed PUD – Planned Unit Development will maintain the same zoning requirements as the R-2 District, with the exception of decreasing the rear yard setback from 30' to 18' and the side setback from 12' to 10'.

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

Published: September 18, 2025, and September 25, 2025

Christy Skelding
City Clerk/Treasurer

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Mineral Point, Wisconsin

10/2/2025

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Plan Commission
Department Reporting: Administration	Submitted by: Matthew Honer
<u>Issues:</u> Request of Brewery Creek Rentals, LLC, for property located at Lots 8 – 14 of the Brewery Creek Subdivision, (Tax Parcels 251-1042.208, 251-1042.209, 251-1042.210, 251-1042.211, 251-1042.212, 251-1042.213, and 251-1042.214), to rezone from R-2 - Two-Family Residential District to PUD – Planned Unit Development.	
<u>BACKGROUND/ANALYSIS:</u> <i>R-2 to PUD:</i> The prospective owner plans on building seven duplexes, one on each lot. The owner's plans do not meet the rear and side yard setbacks. As proposed the builder intends all structures to be at least 30' from the right-of-way, consistent with the two duplexes to the east creating an orderly appearance on Hillcrest Dr. The proposal is to maintain all of the same zoning requirements of the code and the R-2 District, except changing the side yard setback to 10' rather than 12' and the rear yard setback to 18' rather than 30'. This proposal is consistent with the adjacent PUD that was approved in July. If approved, these two PUD would have the same zoning requirements. Planning and Zoning Review: The PUD rezone does not change the density of residential use from what it is zoned as. Each of the parcels could have a duplex built on them with their current zoning.	
<u>RECOMMENDATION:</u> Approve or deny the rezone ordinances.	
<u>FISCAL IMPACT: Property tax revenue.</u>	
<u>ATTACHMENTS:</u> Application and planning materials	



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Planning and Zoning Application

Municipality (Check One):

☒ City of Mineral Point

☐ Town of Mineral Point(ETZ)

Property Address:

Brewery Creek Subdivision LOTS 8/9/10/11/12/13/14

Parcel #:

List is attached

Lot Size:

per descriptions

Property Owner:

Name:

Brewery Creek Rentals LLC

Address:

4949 City Rd Y2
Dodgeville, WI 53533

Phone:

608-937-6686

Email:

josh@midwestroofingpros.com

Agent:

Name:

Address:

Phone:

Email:

Action Requested:

Administrative Review:

- | | |
|--|------------|
| ☐ New Build 1 & 2 Family Residential: | Fee: \$100 |
| ☐ Residential Additions: | \$75 |
| ☐ Accessory Structure: | \$50 |
| ☐ Commercial Zoning: | \$150 |
| ☐ Commercial Signage: | \$50 |
| ☐ Driveway: | \$50 |

Planning Approval*:

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



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Project Description and Reason for Request:

R2 to FUD maintaining the same restrictions other
than the rear setback of 18' and side setback of 10'

Attachments:

Addendum A Legal
Descriptions

Applicant Signatures:

[Signature] Josh Fowler 9/9/2025

Signature, Printed Name, Date

Signature, Printed Name, Date

Date Received: _____

Fee Collected: _____

**ADDENDUM A
LEGAL DESCRIPTION**

Tax Parcel 251-1042.208:

Lot 8 Block 2 Brewery Creek Subdivision.

Tax Parcel 251-1042.209:

Lot 9 Block 2 Brewery Creek Subdivision.

Tax Parcel 251-1042.210:

Lot 10 Block 2 Brewery Creek Subdivision.

Tax Parcel 251-1042-211:

Lot 11 Block 2 Brewery Creek Subdivision.

Tax Parcel 251-1042-212:

Lot 12 Block 2 Brewery Creek Subdivision.

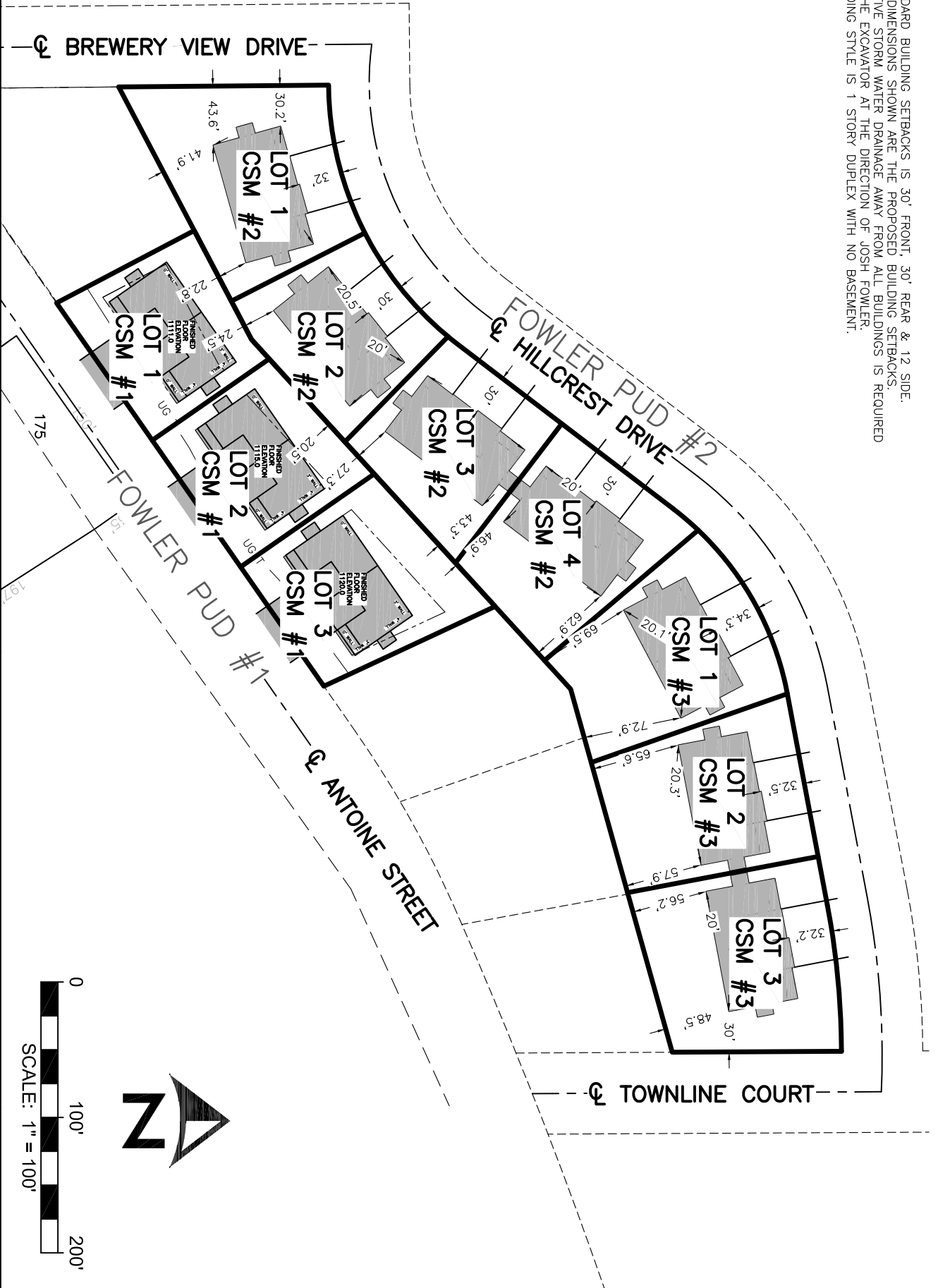
Tax Parcel 251-1042-213:

Lot 13 Block 2 Brewery Creek Subdivision.

Tax Parcel 251-1042-214:

Lot 14 Block 2 Brewery Creek Subdivision.

- NOTES:
1. STANDARD BUILDING SETBACKS IS 30' FRONT, 30' REAR & 12' SIDE.
 2. THE DIMENSIONS SHOWN ARE THE PROPOSED BUILDING SETBACKS.
 3. POSITIVE STORM WATER DRAINAGE AWAY FROM ALL BUILDINGS IS REQUIRED BY THE EXCAVATOR AT THE DIRECTION OF JOSH FOWLER.
 4. BUILDING STYLE IS 1 STORY DUPLEX WITH NO BASEMENT.



FULLCIRCLE
ENGINEERING & SURVEYING

3462 Spring Valley Road
Dodgeville, WI 53533
608-935-0294
www.fullcircles.com

FOWLER PUD #2 - PRELIM #2
Lots 8, 9, 10, 11, 12, 14 & 14 of Blk. 2 of Brewery Creek Subd.
CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN
FOR: JOSH FOWLER
DATE: 8/14/2025

SHEET 1 OF 1
JOB ID: 2505191E
DWG: MGR

ORDINANCE NO. 2025-07

ORDINANCE TO AMEND THE ZONING CODE AND MAP OF THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN

WHEREAS, the Common Council of the City of Mineral Point, Iowa County, Wisconsin, has determined it appropriate to consider a proposed amendment to the Zoning Code and map of the City; and

WHEREAS, the Plan Commission of the City of Mineral Point did, on July 3, 2025, meet to hold a public hearing and make a recommendation to the Common Council relating to said proposed amendment and has recommended to the Council that such amendment be adopted; and

WHEREAS, a notice of the public hearing on said proposed amendment was published in the Mineral Point Democrat Tribune on September 18 and September 25, 2025.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF MINERAL POINT, IOWA COUNTY, WISCONSIN, DO ORDAIN AS FOLLOWS:

Section 1. The Zoning Code and map of the City of Mineral Point are hereby amended to reclassify for zoning purposes land at the following described location from R-2 Two-Family Residential District to PUD – Planned Unit Development District:

being Lots 8, 9, 10, 11, 12, 13, and 14 of Block 2 of Brewery Creek Subdivision, and further identified by tax parcel numbers 251-1042.208, 251-1042.209, 251-1042.210, 251-1042.211, 251-1042.212, 251-1042.213, and 251-1042.214.

Section 2. The zoning requirements of the proposed Planned Unit Development District shall follow all of the requirements of the zoning code and specifically the R-2 Two-Family Residential District requirements, with the exception of the side yard setbacks being 10’ rather than 12’ and the rear yard setbacks being 18’ rather than 30’.

Section 3. This ordinance shall take effect upon its passage and publication as required by law.

Adopted and approved this 14 day of October 2025.

Dan Clark, Mayor

ATTEST:

Christy Skelding, City Clerk

Date Adopted: _____

Date Recorded: _____

Date Published: _____

Effective Date: _____



10/2/2025

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 a Site Plan for 617 Dodge St.

BACKGROUND/ANALYSIS:



The Plan Commission shall consider the following when acting on a site plan:

1. The Appropriateness of the site plan and buildings in relation to the physical character of the site and usage of adjoining areas.
2. The layout of the site with regard to entrances and exits to public streets the arrangement and improvement of interior roadways the location, adequacy, and improvement of areas for parking and for loading and unloading; and shall, in this connection satisfy itself that the traffic pattern generated by the proposed construction or use shall be developed in a manner consistent with the safety of residents and the community, and the applicant shall so design the construction or use as to minimize any traffic hazard created thereby.
3. The adequacy of the proposed water supply, drainage facilities, and sanitary and waste disposal.
4. The landscaping and appearance of the completed site. The Plan Commission may require that those portions of all front, rear, and side yards not used for off-street parking shall be attractively planted with trees, shrubs, plants, or grass lawns and that the site be effectively screened so as not to impair the value of adjacent properties nor impair the intent or purposes of this section.

Review:

The parcel is zoned C-2, Highway Commercial District, and the existing use conforms to the zoning code. The existing building does not conform to the zoning code due to the very small setback to the side and rear lot lines. The structure likely predates the zoning code.

If considering the building in question to be the accessory structure, it would require an 8' side yard and a 15' rear yard setback. As its current use is that of a garage/shop and not the primary "retail" location, considering it an accessory would seem appropriate.

The proposed addition to the garage, if standing alone, would meet that setback – that is, it does not create an additional nonconformance.

RECOMMENDATION: Consider authorizing the Zoning Administrator's approval of the Site Plan, either with conditions or without.

FISCAL IMPACT: N/A

ATTACHMENTS: Site Plan Application.



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Planning and Zoning Application

Municipality (Check One):

☒ City of Mineral Point

☐ Town of Mineral Point(ETZ)

Property Address:

617 Dodge St.

Parcel #:

251-0987.C

Lot Size:

Property Owner:

Name:

Ken Wallace

Address:

525 Mineral St
M.P.

Phone:

574 0681

Email:

KWallace.con@gmail.com

Agent:

Name:

Address:

Phone:

Email:

Action Requested:

Administrative Review:

- ☐ New Build 1 & 2 Family Residential:
- ☐ Residential Additions:
- ☐ Accessory Structure:
- ☐ Commercial Zoning:
- ☐ Commercial Signage:
- ☐ Driveway:

Fee:

\$100
\$75
\$50
\$150
\$50
\$50

Planning Approval*:

- ☐ Certified Survey Map (CSM):
- ☐ Conditional Use Permit:
- ☐ Zoning Change Request:
- ☒ Variance Request:
- ☐ Plat Review:
- ☐ Commercial Site Plan Review:
- ☐ Land Use Planning:

Fee:

\$300
\$400
\$500
\$500
\$300
Engineering Expense + 10%
\$3,000

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Project Description and Reason for Request:

Adding on to an existing building, I have
a need for storage as the business grows

Attachments:

Applicant Signatures:

K Wallace

Signature, Printed Name, Date

Ken Wallace 9/23/2025

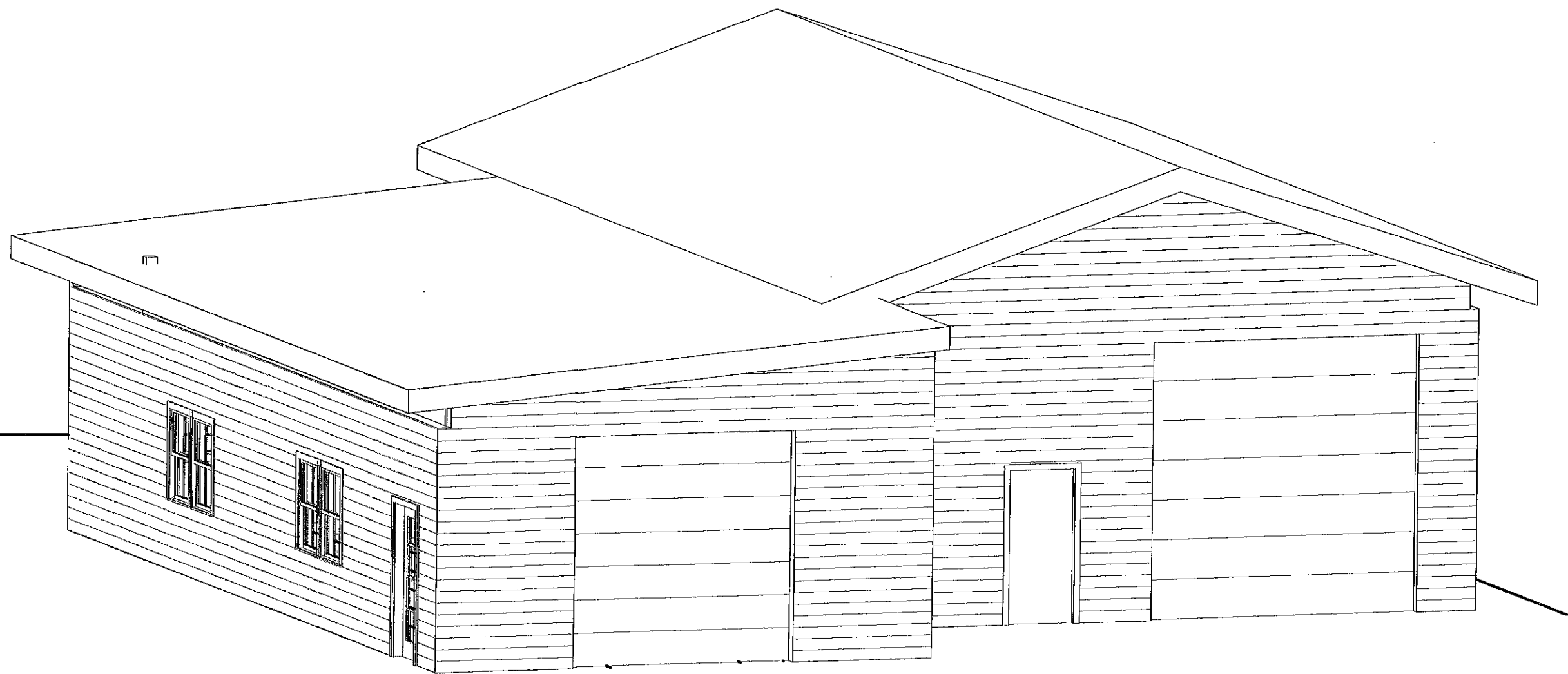
Signature, Printed Name, Date

Date Received:

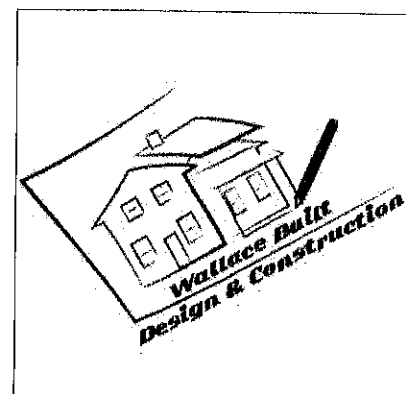
9-23-25

Fee Collected:

✓ 9-23-25



1 {3D}



3-D

Ken

A109

Scale

Perlin 2' on center

Truss every 10' 3"
engineered by Truss Specialist
Full 1/2 sheeting, rubber roof

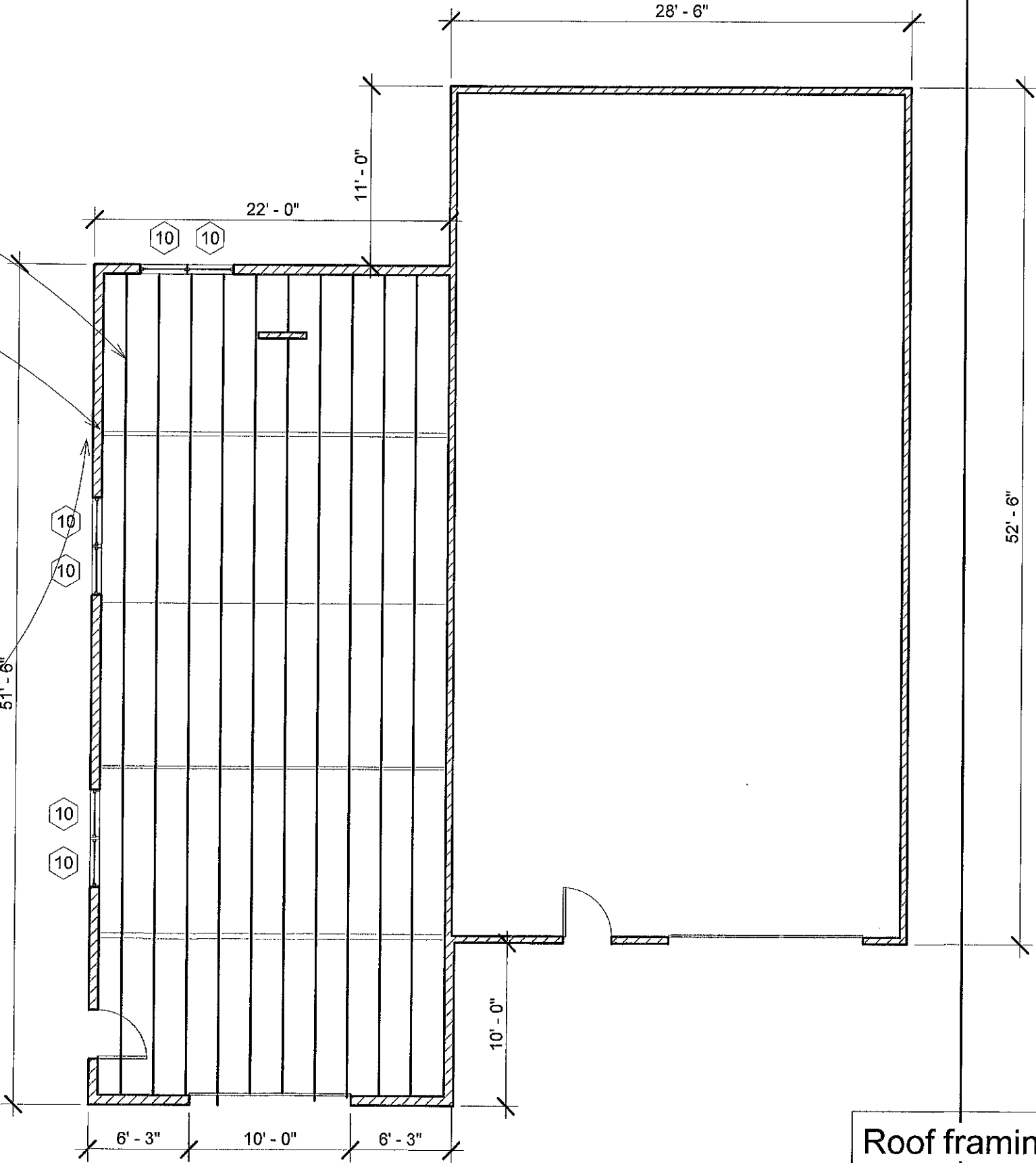
2' overhang

1" - 12" pitch

ROOF FRAMING

Wall Framing

6x6 post every 10'3"
with 2x6 girts 2' on center
between post.
7/16 OSB
Wind brace nailing on all corners



Roof framing		
Ken		A110
		Scale 1/8" = 1'-0"

TOW Second Floor
21' - 6"

Second Floor
13' - 0"

First Floor
0' - 0"



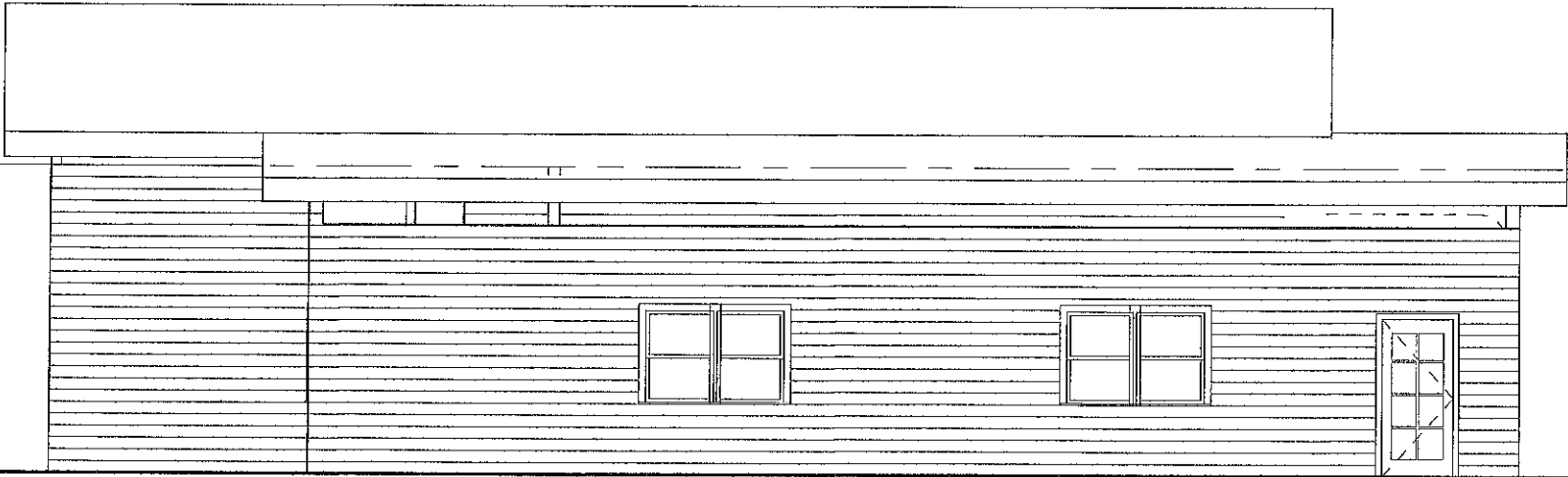
West Elevation

Ken

A111

Scale 1/8" = 1'-0"

11/8/2023 4:40:17 PM



TOW Second Floor
21' - 6"

Second Floor
13' - 0"

First Floor
0' - 0"

Top of Foundation



East Elevation

Ken

A114

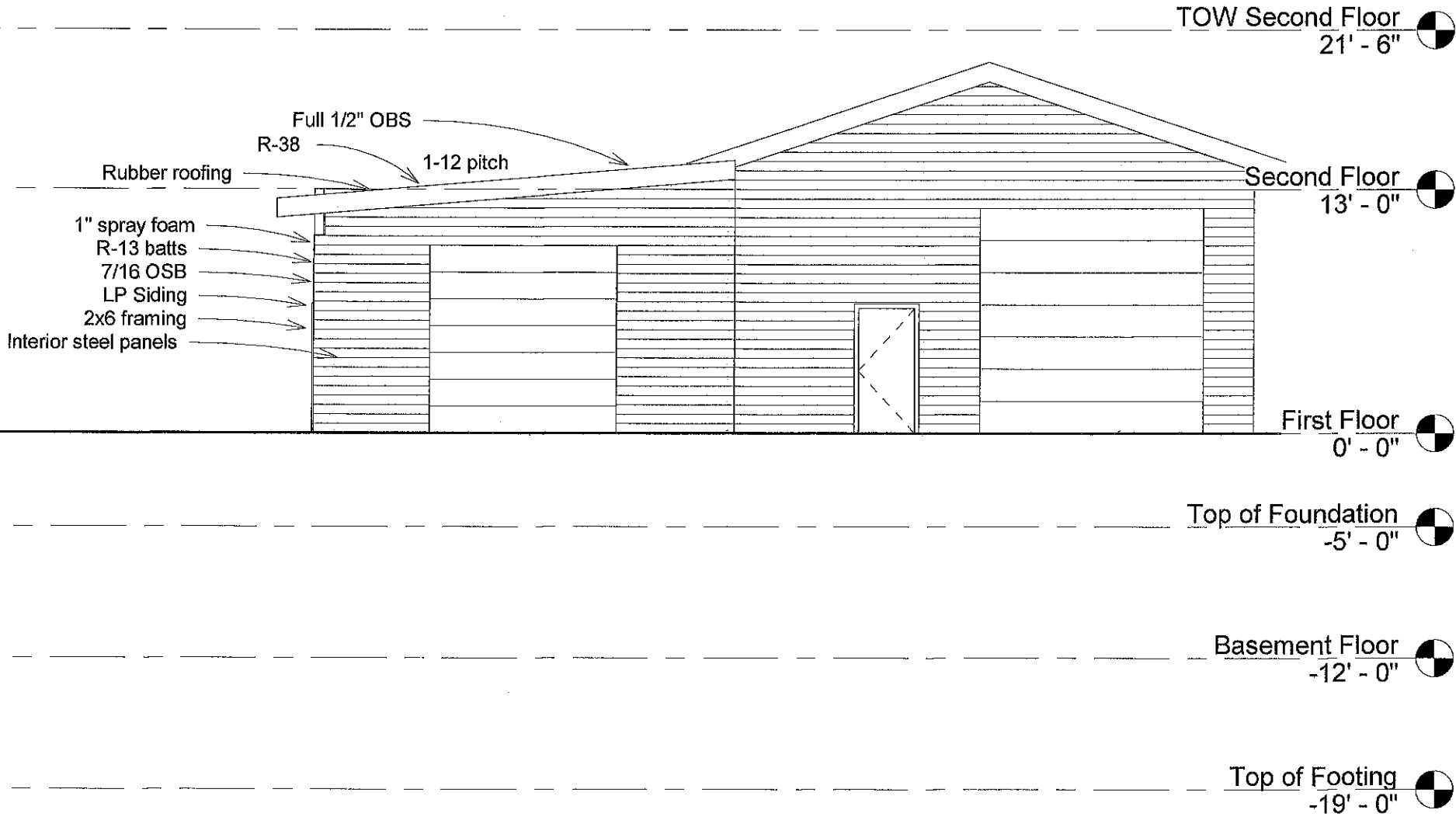
Scale 1/8" = 1'-0"

Door Schedule		
Family and Type	Width	Height

Overhead-Sectional: 12' x 12' 2	12' - 0"	12' - 0"
Single-Flush: 36" x 80"	3' - 0"	6' - 8"
Overhead-Sectional: 10' x10' 2	10' - 0"	10' - 0"
Single-Glass 2: 36" x 80"	3' - 0"	6' - 8"
Single-Glass 2: 36" x 80"	3' - 0"	6' - 8"
Single-Flush: 32" x 80"	2' - 8"	6' - 8"

Window Schedule				
Family and Type	Height	Width	Type Mark	Count

Double Hung with Trim: 36" x 48"	4' - 0"	3' - 0"	10	6
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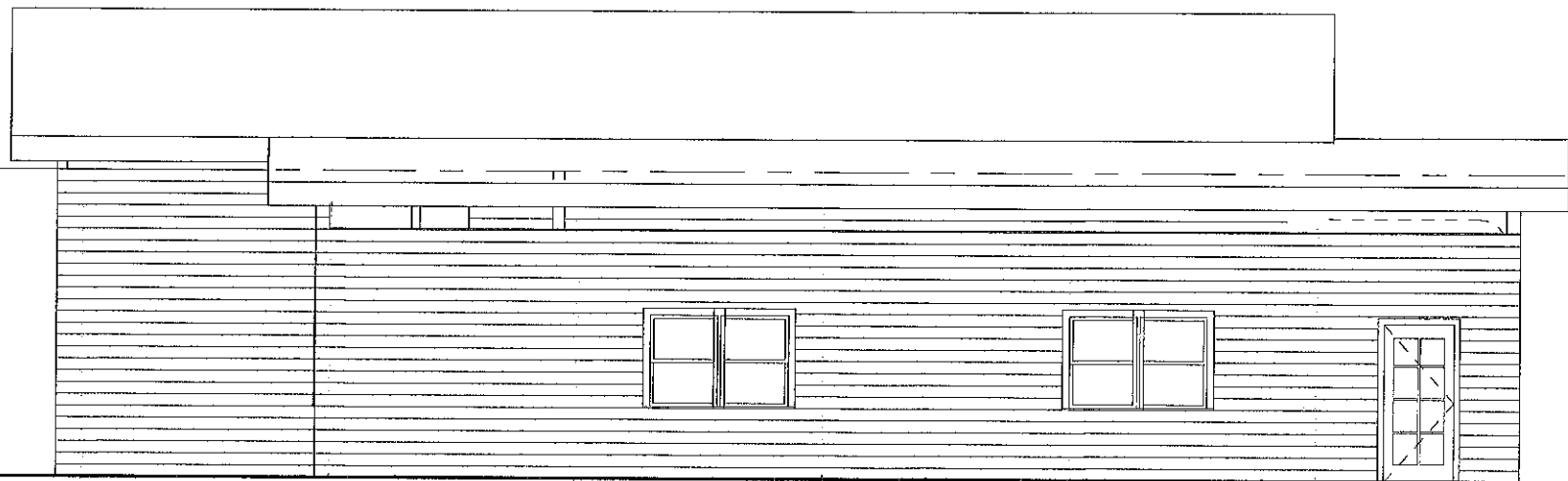


North Elevation / Details

Ken

A113

Scale 1/8" = 1'-0"

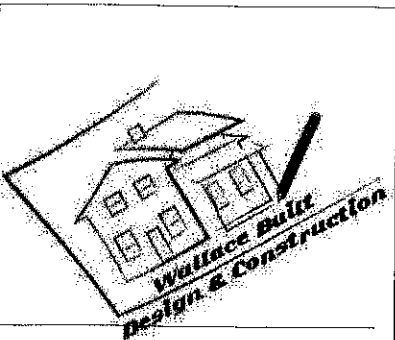


TOW Second Floor
21' - 6"

Second Floor
13' - 0"

First Floor
0' - 0"

Top of Foundation

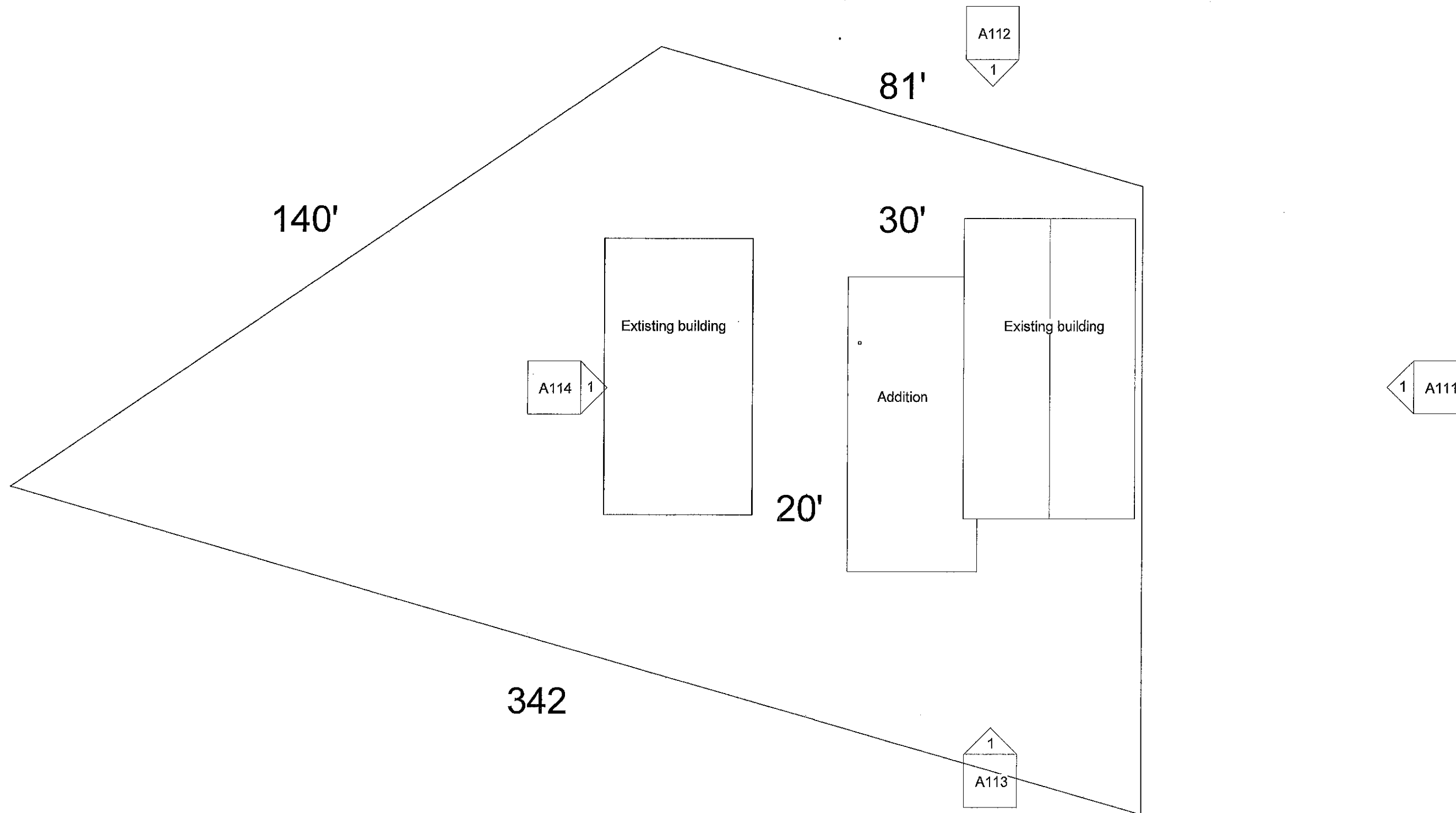


East Elevation

Ken

A114

Scale 1/8" = 1'-0"



① Site
1" = 20'-0"

Site plan	
Ken	A115
	Scale 1" = 20'-0"