

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
FEBRUARY 13, 2025 MEETING MINUTES
APPROVED JUNE 12, 2025**

President Jeanne Bellile called the meeting to order at 6:00 p.m. in the Community Center at 531 N. Nash St., Hortonville, Wisconsin.

Members present: Dave Moe, Tom Banker, Mike Bellile, Julie Arendt Vanden Heuvel, and Roger Retzlaff.

Members absent: Barry Hoff, Ryan Hansch and Richard Gruenewald

Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, and Building Inspector Paul Hanlon

Approval of November 7, 2024 meeting minutes

Motion [Arendt Vanden Heuvel/Moe] to approve the November 7, 2024 meeting minutes. Unanimous voice vote. Motion carried.

Public Hearing regarding proposed CSM being part of CSM 4368 LOT 1 (Platted out of PRT SE NW & PRT NW SW SEC 25-22-15) 9.29AC M/L; Village of Hortonville

Motion [Arendt Vanden Heuvel/Banker] to open the public hearing. Unanimous voice vote, motion carried.

Administrator Treadwell said that the owner passed away and they wanted to split lot 1 out to rezone it to residential. Basically, taking a portion of lot 1 and adding it to lot 2.

Carolyn Nankervis, 25 Crestview Drive, asked where this is.

Close Public Hearing

Motion [Arendt Vanden Heuvel/Banker] to close the public hearing. Unanimous voice vote, motion carried.

Public Hearing regarding proposed zoning of Lot 1 of CSM from (A) Agricultural to (R1) Single Family Residential

- i. Z-1-25: parcel - 240022803

Motion [Arendt Vanden Heuvel/Moe] to open the public hearing. Unanimous voice vote, motion carried.

Administrator Treadwell said this is just the rezoning of lot 1.

Close Public Hearing

Motion [Moe/Arendt Vanden Heuvel] to close the public hearing. Unanimous voice vote, motion carried.

Discussion and possible action of CSM

Motion [Arendt Vanden Heuvel/Moe] to recommend to the Village Board to approve the proposed CSM. Unanimous voice vote, motion carried.

Discussion and possible action to Rezone the following parcel(s) from (A) Agricultural to (R1) Single Family Residential

- ii. Z-1-25: parcel 240022803

Motion [Moe/Arendt Vanden Heuvel] to rezone the following parcel from (A) Agricultural to (R1) Single Family Residential. Unanimous voice vote, motion carried.

Discussion on Potential Zoning Changes

a) Landscaping and Buffer Requirements

Administrator Treadwell asked the Commission what their thoughts were. The slope of the berm shall be planted with a minimum of one shade tree and three shrubs per 40 linear feet of frontage, excluding driveway openings. The Building Inspector and the Administrator thought this should be removed. The Commission agreed with this.

b) Outside Storage

Administrator Treadwell said that the one thing for outside storage is whether or not we wanted to lump agricultural into the residential portion for outside storage or have them be part of the Commercial and/or Industrial districts. Commission decided not to combine them.

c) Parking Requirements

Administrator Treadwell said that they made various changes to the design standards, the resurfacing, the landscaping, curbs, number of stalls, and off-lot parking. Commission agreed with the parking requirements.

d) Storage and Parking of Recreational Vehicles

Administrator Treadwell said that we added some more definition of what is considered a recreation vehicle. The highlighted portions on the second page we would like to add, the language has been changed and is a little clearer. No recreational vehicles are to be stored on your front lawn. Commission agreed with this.

e) Temporary Mobile Uses

Administrator Treadwell said that he doesn't know if this is something that we want to keep or not. Commission was good with removing this.

f) Accessory Buildings

- i. **R-1** part of the changes were that we considered a utility structure a 12 x 12. Looking through the zoning code they had questions on greenhouses as an accessory structure, and also with a children's playhouse, but not a swing set. This would be a utility building and not an accessory building. We added a definition for a utility structure, and they must be less than 144 square feet.
- ii. **R-2** We had a harder time with this because of duplexes. Duplexes that aren't side by side would be allowed one utility structure. Five feet is standard.
- iii. **AG** Structures on AG properties can be up to 40 feet in height. However, with this height increase, setbacks are extended to 20 feet (instead of 5 feet) to align with the primary structure's setbacks.

g) Setbacks for R-2 District

Administrator Treadwell said a question came up if we would allow a smaller setback different from what we are currently doing. One of the builders in Westwind is having concerns with the size of the lots, they are about 83 feet wide, so they are having problems trying to fit in a side by side in that area. Building Inspector Paul Hanlon said that State Statute said we can't go less than five feet – roof to roof.

Any other topics for future discussion

None

Adjourn

Motion [Bellile/Arendt Vanden Heuvel] to adjourn. Unanimous voice vote, motion carried. The Commission meeting adjourned at 6:41 p.m.

Minutes submitted by,

Jane Booth, WCMC
Clerk-Treasurer