

VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
February 12, 2026, 6:00 p.m.
Municipal Services Center
531 N. Nash St., Hortonville, WI



AGENDA

1. Call to Order
2. Approval of December 11, 2025, Meeting Minutes
3. Public Hearing regarding the conditional use permit for the following parcel
 - i. CU-1-26: parcel - 240014000.
4. Close Public Hearing
5. Discussion and possible action for Conditional Use Permit for the following parcel
 - i. CU-1-26: parcel - 240014000
6. Any other topics for future discussion
7. Adjourn

"Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Administration Office at 779-6011 with as much advance notice as possible."

Posted: February 5, 2026

Lauren Prochnow, WCMC
Deputy Clerk-Treasurer

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
DECEMBER 11, 2025 MEETING MINUTES**

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, Richard Gruenewald, Mike Bellile, Julie Arendt Vanden Heuvel, Ryan Hansch, and Roger Retzlaff.

Members Excused: Dave Moe

Officials/Staff present: Administrator Nathan Treadwell, and Deputy Deputy Clerk-Treasurer Lauren Prochnow

Approval of October 9, 2025 Meeting Minutes

Motion [Hoff, Gruenewald] to approve the October 9, 2025, meeting minutes. Unanimous voice vote, motion carried.

Public Hearing

Motion [Hoff, Banker] to open the public hearing. Unanimous voice vote, motion carried.

President Bellile opened the public hearing regarding the proposed creation of Tax Incremental District No. 7, the proposed boundaries of the District, and the proposed Project Plan for the District.

Administrator Treadwell – we have our representative from Ehlers to give a presentation for District 7 for the preliminary plat. We'll use this to help fund this and future projects.

Ariana Schmidt from Ehlers presented the highlights from the project plan, highlighting the TID and what it means.

Looking in 10 years where the project is going to be and other projects may be added.

Proposed boundaries are 90 acres in total. 96% of the area would be development for residential, commercial or industrial.

Tiffany Simon – 307 Ashton Way – environmental surveys?

- No, the developmental are to go through the state for approval.

Close Public Hearing

Motion [Arendt Vanden Huevel, Gruenewald] to close the public hearing. Unanimous voice vote, motion carried.

Consideration and possible action on a Resolution Establishing the Boundaries of and Approving the Project Plan for Tax Incremental District No. 7

Motion [Hoff, Bellile] to approve Resolution R-24-25 Establishing the boundaries of and Approving the project plan for TID 7. Unanimous voice vote, motion carried.

Public Hearing

Motion [Arendt Vanden Huevel, Hansch] to open the public hearing for the conditional use permit. Unanimous voice vote, motion carried.

President Bellile opened the public hearing regarding the Nature's Haven preliminary re-plat.

Administrator Treadwell stated the replat was platted in 2006 in the first phase and was substantially rephased since due to the DNR change rules. There are more wetland areas that are undisturbed. In order for us to move forward we need to do a replat. 240 parcels and 2 outplats.

Committee Member Arendt Vanden Huevel – What are the blue lines?

A: Those are the phases.

Committee Member Retzlaff – I have a concern with smaller lots and homes. To me it seems it should be more of a bigger.... Larger parcels cost more.

A: If you have water and sewer it costs more to maintain those. I think a lot of these are similar to those surrounding those. Sizing is below a certain threshold to qualify for TID funding.

Is the anticipation they will be on sewer and water?

A: The lift station was put in anticipating this.

Terry Jirschle - 301 Lakeview Ave – Who is responsible for putting sewer and water in?

Tiffany Simon – 307 Ashtin Way - Is traffic a concern? We just got rid of M getting put in, now you're putting these in. Could the developer pay for it? For Hortonville, it's taking away from the houses. I think it would enhance it? It's natural wetlands right by there. Is there any talk of changing phase 2 to change the size of the plots? I feel this will dampen the house values. The house values can go down.

A: This has been for sale for 13 years, we've had 0 people look at this for wider lots, but it couldn't sell.

Dennis Nagreen - 808 Giese – is it possible the DNR will say no? A: Yes,

Q: Do they normally? A: No, they may tie restrictions but not cut the project completely.

Laurie Jirschle - 301 Lakeview Ave – right now there's a cornfield....is the zoning changing?

A: No it's zoned residential. When we moved we were told the WWTP was fairly new. I

Q: Is it large enough to handle that many people? A: Yes, and more.

We have a wildlife corridor – this whole area is animals traveling all the time. I'm concerned when you put streets, where are these animals going to go. Unless we find assurance, for the benefit of the animals, it bothers us.

Committee Member Hansch – doing all this at once locks us in. What would our requirement to the developer be for the phases?

A: We take total cost of roads and infrastructure and it goes through escrow or line of credit through the bank.

Carrisa Williams -110 Baake St – not sure if small lots are what people are looking for anymore, and my friend group and 20-40 year olds we want more space for the kids to play. These little tiny lots aren't what we're looking for. We've been in strict communication with the school district.

Resident on Hilby Rd – I can't tell but does most of the traffic dump into M?

A: Without a traffic study we don't know what's going to happen.

Stacy Huettl - 812 Giese St – My backyard butts up to the lots. For phase 1 that's the only way in & out?

A: At phase II it will come out at a secondary exit. Q: What is the plan to eliminate some of the excess traffic?

Also, I love seeing the deer, what about my property value with throwing all these small houses out on the residences. Is the developer selling the houses?

Resident Jirschele – there's a pumping station, where does it go to?

A: It's part of the lift station that goes to the WWTP. The pipe is on our property, that is a stormwater pipe, that's different than what would be put in.

Ken Jenner John - 814 Giese – what was the total acreage?

A: I don't know at the top of my head..... this is east of Giese....that's phase I,

Q: Then the rest of the property, that doesn't include this on phase I? A: No.

A: Is there going to be a playground? That is a park discussion. There are plans to do a playground by Nye Street. Park access is limited but we would like to put one south of Nye St. This probably wouldn't be good because of the wetlands.

Committee Member Hansch – traffic – would it be possible in phase III to get the entrance onto M as an incentive for the developer?

A: It is something you could ask about.

Arendt Vanden Huevel – that's a good question because it could help alleviate some of the congestion.

Scott Anderson – Davel Engineering – this whole property is zoned R1 – the original file was platted and engineered and was approved by the Village. Not looking to recreate the wheel. The minimum lot size was 9000 sq feet.

Tiffany Simon – I am looking forward to this, but this is not even close to what I would buy. I think it would lower the value of houses across the street. Why can't we consider making the second phase bigger lots? Can we plot them bigger? Is this something someone has considered? It's just a lot of small lots. Can we request if they're willing to make it more diverse? A- We can request it.

Tiffany Simon – Regarding the Public Hearing – at what point do we have any say? If there's anything else in this process, what can I do? A: Tonight is the night. Do you think the Village would add more TID options to it?

A: We can't do that. For what it's worth, there are many people who want these size of houses.

Q: If you're going to say sell that many – is there any plan to increase the police force, fire department?

A: Not necessarily.

Committee Member Arendt Vanden Heuvel – SC Swiderski – how many were in there? A: 112 units.

Q: How did that affect Main St? A: Very minimal.

Close Public Hearing

Motion [Gruenewald, Hoff] to close the public hearing. Unanimous voice vote, motion carried.

Discussion and possible action of Nature's Haven preliminary re-plat

Trustee Arendt Vanden Huevel – this is just the re-plat, Administrator Treadwell – if you're going to request something, now would be the time. In phase III to have the road to M for developer's agreement in an abbreviated amount of time.

On the south side, you have a decent mix of larger lots you may be able to request the 11,000 to be a little larger.

Motion [Retzlaff, Banker] to approve the Nature's Haven preliminary re-plat with a recommendation to the Village Board.. With temporary road off of M, and speed study to be done by the county. Unanimous voice vote, motion carried

Any other topics for future discussion

Zoning ordinances are back, we just received them back from the attorney.

Adjourn

Motion [Hoff, Hansch] to adjourn. Unanimous voice vote, motion carried. The Commission meeting adjourned at 7:51 p.m.

Minutes submitted by,

Lauren Prochnow, WCMC
Deputy Clerk-Treasurer

VILLAGE OF HORTONVILLE
CONDITIONAL USE APPLICATION - ZONING

\$300 Fee Paid 1000008420

Number CU-1-26

Date Filed 1-19-2026

Name of Applicant or Agent Stan & Pam DORN

Address of Applicant or Agent 448 N. OLK ST. Hortonville, WI 54944

Phone Number of Applicant or Agent 920-428-5066 - 920-427-6205

Name of Property Owner Stan & Pam DORN

Address of Property Owner 318 S Mill St. Hortonville, WI 54944

Phone Number of Property Owner 920-428-5066 - 920-427-6205

Parcel ID# and Legal Description of Property: 240014000

Sec 35, T22N, R15E

Village of Hortonville N50FT Lot 5 BLK 34

Lot Size 50'x200' Present Use Vacant Present Zoning Single Family

Proposed Use Multi-family

Specify Reason for Petition (i.e. insufficient lot area, setback or other) Was told property was grandfathered in as a two-family. Wish to change from single-family back to two-family.

ATTACH THE FOLLOWING:

Plot Plan showing the area involved, its location, dimensions, location and type of present improvements, and location of adjacent structures within 300 feet of the area.

SCHEDULE A CONFERENCE WITH THE VILLAGE ADMINISTRATOR BEFORE FILING THE PETITION

[Signature] Pam DORN
Signature of Applicant or Agent

1-19-2026
Date

VILLAGE OF HORTONVILLE
OUTAGAMIE COUNTY
NOTICE OF CONDITIONAL USE PUBLIC HEARING
Thursday, February 12, 2026
6:00 p.m. – Community Center

BEHRENDT, WILLIAM & JESSICA
313 S MILL ST
HORTONVILLE, WI 54944

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Hortonville Planning & Zoning will hold a Public Hearing at the Community Center at 531 N Nash Street, Hortonville, Wisconsin at approximately 6:00 p.m. or as soon thereafter as possible, to grant a Conditional Use Permit to Stan and Pamela Dorn to allow for zoning change from R1, Single Family Residential to R3, Multi Family Residential.

Petitioner: Stan and Pam Dorn

Parcel Number: 240014000
Common Description: 318 S Mill St. Hortonville WI 54944

For specific information, reference can be made to documents CU-1-26 on file in the Village Administration Building, 531 N Nash St, Hortonville, Wisconsin.
Telephone (920) 779-6011.

Any interested person may address the Village Board by letter or appear in person or agent and be heard.

Dated this 20th day of January, 2026.

Lauren Prochnow, WCMC
Village Deputy Clerk-Treasurer

Publish: 1/29/26 and 2/5/26

531 N. Nash St.
P.O. Box 99
Hortonville, WI 54944-0099



Phone: 920-779-6011
Fax: 920-779-6552
Cell: 920-538-6709
www.hortonvillewi.org

Memo: Conditional use Application for 318 S Mill Street

Facts About the Property

- According to the owner, the property has been used as a two-family residential property since he was a child.
 - o This claim is supported by the existence of two gas lines, two electrical meters, and separate garbage and ambulance fees.
 - o Water service is the only utility currently served by a single meter.
- There is no record or evidence that a prior conditional use permit was ever issued to allow the property to operate as a two-family residential use.
 - o Because no conditional use was granted, the property is considered a nonconforming use.
 - o Under zoning regulations, if a nonconforming use is discontinued for more than one year, the property reverts to its original zoning classification and becomes conforming.
 - o If a prior conditional use permit had existed, this issue would not be present.
- Zoning Code for surrounding properties
 - o East – R1- Single Family Residential
 - o West – R1- Single Family Residential
 - o North – R1- Single Family Residential
 - o South – R1- Single Family Residential

Standards for Granting a Conditional Use

The standards that should be considered when reviewing this conditional use application are outlined in Village Ordinance **Section 44-132(c)** and include the following:

1. The village's responsibility, as a public water supplier, to protect and preserve the health, safety, and welfare of its citizens.
2. The degree to which the proposed land use, activity, or facility may threaten or degrade groundwater quality within the village or its recharge area.
3. The economic hardship that may be faced by the landowner if the application is denied.
4. The availability of alternative options to the applicant, including the cost, effect, and extent of those alternatives.
5. The proximity of the subject property to other potential sources of contamination.
6. The existing condition of the village's groundwater, public water wells, and well fields, and their vulnerability to further contamination.
7. The direction and characteristics of groundwater flow near the property, including topography, soil depth, aquifer extent, depth to the water table, and location of private wells.
8. Any additional hydrogeological data available from public or private agencies.

9. The potential economic and social benefits resulting from approval of the application.

Transferability of Conditional Use

If the Planning and Zoning Commission and Village Board wish to approve the application, the conditional use permit may be made transferable pursuant to **Section 44-132(e)**. This is recommended.

- Conditional use permits are non-transferable without the express written consent of the Village Board.
- The Village Board may impose conditions on any transfer, including requiring the new owner to assume all existing terms and liabilities of the permit in writing.
- The Board may also require assurances or guarantees demonstrating that the new owner has the financial means, including insurance coverage, to address potential liabilities.
- Written approval must be obtained prior to any voluntary transfer.
- In the case of an involuntary transfer, the new owner or successor must apply to the village within 60 days for permission to continue the approved use.

Administrator's Analysis

- **Impact on groundwater quality:**
 - o Staff does not believe that a two-family residential use poses a greater threat to groundwater quality than a single-family residential use.
- **Economic hardship:**
 - o Denial of the application could create an economic hardship by making the property more difficult to sell as a single-family residence, particularly since it is already configured as a duplex.
- **Availability of alternative options:**
 - o A conditional use permit is the most reasonable option for addressing this zoning issue.
 - o Rezoning the property could be considered spot zoning, which requires consistency with the comprehensive plan, service of a public interest, and benefits beyond the sole interest of the property owner—criteria courts typically review when evaluating the legality of spot zoning.
- **Future infrastructure considerations:**
 - o The only anticipated concern is during reconstruction of South Mill Street within the next 15 years, at which time the village may need to either separate the water and sewer services or upsize the existing lines.
 - o This is not considered a significant concern at this time.
- **Sample Motion**
 - o Motion recommending the Village Board to (Approve/Deny) the Conditional Use CU-1-26 (also noting any additional requirements put on by Planning and Zoning).