

VILLAGE OF HORTONVILLE
AMENDED PLANNING & ZONING COMMISSION
June 11th, 2026, 6:00 p.m.
Municipal Services Center
531 N. Nash St., Hortonville, WI



AGENDA

1. Call to Order
2. Approval of April 9, 2026, Meeting Minutes
3. Public Hearing regarding proposed zoning of **CSM 4908 LOT 1 (PLATTED OUT OF PRT NE SE SEC2-21-15) 24.76AC M/L (WAS #120 003900)**, from (R1) Single Family Residential to (PI) Public Institution
 - i. Z-1-26: parcel – 240-1127-00
4. Close Public Hearing
5. Discussion and possible action to Rezone the following parcel(s) from (R1) Single Family Residential to (PI) Public Institution
 - i. Z-1-26: parcel – 240-1127-00
6. Any other topics for future discussion
 - a. Discussion regarding zoning code updates
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: May 29, 2026
Lauren Prochnow, WCMC
Deputy Clerk-Treasurer

**VILLAGE OF HORTONVILLE
PLANNING & ZONING COMMISSION
April 9th, 2026 MEETING MINUTES**

President Jeanne Bellile called the meeting to order at 5:59 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: Barry Hoff

Officials/Staff present: Administrator Nathan Treadwell, and Public Works Clerk Kaytlin Hooyman

Approval of Minutes

Motion [Arendt Vanden Heuvel & Gruenewald] to approve minutes from March 12, 2026. Unanimous voice vote, motion carried.

Discussion and Possible Action CSM to Combine parcel 240021723 & 240021717

Administrator Treadwell stated that PSI requested vacancies and combined parcels to make room for their expansion. Arendt Vanden Heuvel asked if the expansion is going to eliminate the easement. Administrator Treadwell said that the plan is to remove the easement. Arendt Vanden Heuvel asked what is currently in that easement to which Administrator Treadwell informed her that We Energies confirmed that nothing is currently in the at easement. Gruenewald asked if this would encroach into the industrial park. Administrator Treadwell reassured us that it would not.

Motion [M. Bellile & Hansch] Unanimous voice vote, motion carried.

Discussion on Potential Zoning Changes

Administrator Treadwell wanted this to only be a discussion with no voting. He wanted to get thoughts started and focus on definitions. With the Attorney out on maternity leave, nothing has been updated yet, but when it gets addressed to the public, a public hearing will need to be held. Administrator Treadwell suggests having separate public hearings based on each category to help keep confusion down. Arendt Vanden Heuvel looked over and asked questions before the meeting and reiterated that she would like a copy of the old version versus what is now being requested as the new version. Administrator Treadwell stated that the old version most likely would not be helpful but suggested going through the setback changes instead. M. Bellile asked for clarification that the old was 50 pages and with the new it would change to 66 pages? Administrator Treadwell confirmed that to be correct. Gruenewald requested that it be more specific on who the Administrator is for the zoning is for this project as it has changed too much in the past. Administrator Treadwell pointed out that page 59 stated that it talked about it being a person of Administration and asked if this is specific enough. Gruenewald reiterated that he was concerned about not knowing who to go to. Administrator Treadwell and Retzlaff stated that things have changed since the past and have confidence that things will not go astray. Retzlaff reflected stating that back in the day, the Village residents had to essentially police themselves, and they have since

grown from that. Administrator Treadwell stated that how a complaint is handled can be added to the pages if this helps alleviate the concern better. Arendt Vanden Heuvel stated that it should not be based on whether someone comes to the Administrator with a complaint and gave the example of if Administrator Treadwell was driving and witness a situation with his own person and was then unable to report due to a complaint not being filed by a resident. Administrator Treadwell stated that it can be added that safety issues can be an exception. Arendt Vanden Heuvel questioned about persons who asked about (neighbors) who are in violation but want to do the same. How do we enforce if they are not officially making a complaint. Administrator Treadwell stated those people are grandfathered most of the time or have already been warned and have been noncompliant repetitively. Arendt Vanden Heuvel shifted gears asking about single-family residence, gas stations, and businesses on Main Street as she noticed some flaws already in the packet. Administrator Treadwell made notes and will bring them up to the Attorney.

Any other topics for future discussion

None

Adjourn

Motion [Moe & Hansch] to adjourn. Unanimous voice vote, motion carried. The Commission meeting adjourned at 6:47 p.m.

Minutes submitted by,

Kaytlin Hooyman
Public Works Clerk



APPLICATION FOR REZONING
 Planning & Zoning Commission
 531 N. Nash St.
 Hortonville, WI 54944
 920-779-6011

PAID
MAY 19 2026
 Stamp date received

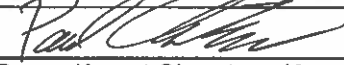
<https://www.hortonvillewi.org>

PROPERTY OWNER		APPLICANT (owner's agent)		
Name	Hortonville Football Club Inc	Name	Same as owner	
Mailing Address	P.O. Box 406, Hortonville, WI 54944	Mailing Address		
Phone		920-969-7398	Phone	
E-mail		Paul.Christensen@Miron-Construction.com	E-mail	

PROPERTY INFORMATION	
Property Tax # (240-0000-00) & Legal Description	240112700
Site Address/Location	County Rd M (south of 110 Honeysuckle Drive)
Legal Description of Land proposed for Rezoning including to the center line of right of way(s) *Please submit an electronic copy of the legal description in Microsoft Word format. See attached legal description	
Current Zoning:	R-1
Proposed Zoning:	PI
Current Uses:	Vacant
Proposed Uses:	Recreational Facility (Athletic Field)
Lot Dimensions and Area:	Site area = 24.8 acres

PLEASE STATE REASON(S) FOR REZONING REQUEST

Rezoning is requested to allow for the 3 athletic fields, parking and associated site improvements.

5/14/2026 
 Date Owner/Agent Signature (Agents must provide written proof of authorization)

OFFICE USE ONLY			
FILE # Z-	<u>1-26</u>	Application Complete	<u>1/1</u> Date Filed <u>5/19/26</u>
Fee \$300.00 Receipt #	<u>100002656</u>	Date Paid	<u>5/19/26</u>



100 Camelot Drive Fond du Lac, WI 54935
 Office: 920.926.9800 Fax: 920.926.9801
 www.excelengineer.com

LETTER OF TRANSMITTAL

Village of Hortonville
 531 N Nash St
 Hortonville, WI 54944

JOB NUMBER : 230293600 May 18, 2026
 ATTN: Nathan Treadwell - Village.Administrator@hortonville.wi.gov
 Paul Hanlon - phanlon1955@gmail.com
 REGARDING: Hortonville Football Club
 Rezone Submittal

WE ARE SENDING YOU THE ATTACHED

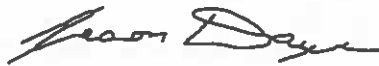
VIA: <input type="checkbox"/> Mail <input checked="" type="checkbox"/> Website <input checked="" type="checkbox"/> Email <input checked="" type="checkbox"/> UPS <input type="checkbox"/> Next Day UPS a.m. <input type="checkbox"/> Next Day UPS p.m. <input type="checkbox"/> DELIVERED <input type="checkbox"/> PICKED UP	FORMAT <input type="checkbox"/> 8 1/2 x 11 Plans <input type="checkbox"/> 11 x 17 Plans <input type="checkbox"/> Half size Plans <input checked="" type="checkbox"/> Full size Plans <input type="checkbox"/> Zip Drive/CD	ELECTRONIC FILES <input type="checkbox"/> .dwg Autocad <input type="checkbox"/> .rvt Revit <input checked="" type="checkbox"/> .pdf files <input type="checkbox"/> Other
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COPIES	DATE	NUMBER	DESCRIPTION
1			Rezoning Application
1	05/15/26	101916	\$300 fee payable to Village of Hortonville
1			Legal Description – Word Format
1	04/20/26		Concept Site Plan

THESE ARE TRANSMITTED as checked below:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> FOR BIDS DUE ON | <input type="checkbox"/> Returned for corrections |
| <input type="checkbox"/> For your use | <input type="checkbox"/> Approved as submitted | <input type="checkbox"/> For review and comment |
| <input type="checkbox"/> As requested | <input type="checkbox"/> Approved as noted | |

REMARKS: Please accept the attached submittal documents for the Planning & Zoning Commission meeting on June 11th at 6:00 PM and the Village Board meeting on June 18th at 6:00 PM. Please contact me with any questions and if you require any additional information at this time.

SIGNED: 
 Jason Daye, P.E., Principal – Civil

COPY TO :
 Paul Christensen
 Ada Bella – Excel

WE ARE SENDING YOU:

<input checked="" type="checkbox"/> Same as above	<input type="checkbox"/> LOT Only	<input type="checkbox"/> Other
VIA: <input type="checkbox"/> Fax <input type="checkbox"/> MAIL <input checked="" type="checkbox"/> Email <input type="checkbox"/> UPS <input type="checkbox"/> Next Day UPS a.m. <input type="checkbox"/> Next Day UPS p.m. <input type="checkbox"/> DELIVERED <input type="checkbox"/> PICKED UP	FORMAT <input type="checkbox"/> 8 1/2 x 11 Plans <input type="checkbox"/> 11 x 17 Plans <input type="checkbox"/> Half size Plans <input type="checkbox"/> Full size Plans <input type="checkbox"/> Zip Drive/CD	ELECTRONIC FILES <input type="checkbox"/> .dwg Autocad <input type="checkbox"/> .rvt Revit <input checked="" type="checkbox"/> .pdf files <input type="checkbox"/> Other

If enclosures are not as noted, please notify us at once.

Architects

Engineers

Surveyors

LEGAL DESCRIPTION

Lot One (1) of Certified Survey Map No. 4908 as filed in the Office of the Register of Deeds for Outagamie County on September 10, 2004 in Volume 28 of Certified Survey Maps on Page 4908 as Document No. 1631013; Being part of the Northeast 1/4 of the Southeast 1/4 of Section 2, Township 21 North, Range 15 East, Village of Hortonville, Outagamie County, Wisconsin.

HORTONVILLE FOOTBALL CLUB
ATHLETIC COMPLEX
COUNTY ROAD M • HORTONVILLE, WI 54944

NOT FOR CONSTRUCTION
DATE: 07.21.2023
DRAWN BY: J.A. 10.2023
PER: J.A. 10.2023
REV: 10.2023
DATE: 10.2023

JOB NUMBER: 230293604
SHEET NUMBER: 1
DATE: 10.2023

C1.1B

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

SITE INFORMATION:
PROPERTY AREA: 1,079,708 S.F. (24.4 ACRES)
CREATING ZONING: M2
PROPOSED ZONING: R
PROPOSED USE: FOOTBALL CLUB
AREA OF SITE DISTURBANCE: 780
SETBACKS: VARIOUS
RIGHT-OF-WAY: 44'
ADJACENT BUSINESS FRONT: 2000' (DATE RIGHT ALLOWED: 4/5)
PENDING REQUEST: 1 SPACE FOR 3 CAPACITIES
PARKING PROVIDED: 210 SPACES (PUBLIC ACCESSIBLE)
LANDSCAPE STALLS REQUIRED: 7; LANDSCAPE STALLS PROVIDED: 7

LEGEND:
 SUBGRADE/PAVEMENT
 STANDARD ASPHALT
 HEAVY DUTY ASPHALT
 BITUMENUS CONCRETE
 HEAVY DUTY CONCRETE

SCALE: 1" = 40'
NORTH

CIVIL SITE PLAN - OPT 2



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



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

ADMINISTRATION
Village.administrator@hortonville.wi.gov

May 21, 2026

RE: Application for Zone Change, Number Z-1-26
Parcel Number 240112700,
**CSM 4908 LOT 1 (PLATTED OUT OF PRT NE SE SEC2-21-15) 24.76AC M/L (WAS #120
003900)**

Dear Property Owner:

The Village of Hortonville has received a request from Paul Christensen of the above-described property to change the zoning from the current zoning of Single Family Residential (R1) to the proposed zoning of Public Institution (PI).

The Planning & Zoning Commission will consider the proposed zone change at its meeting on Thursday, June 11, 2026, at 6:00 p.m. in the Community Center located at 531 N Nash St, Hortonville. All interested parties are invited to attend.

You are being notified of the meeting, because your property is within 300 feet of the proposed zone change. The proposal may be viewed in the Village Administration Office at 531 N Nash St.

If you would like to comment on the proposed zone change, please send written comments to this office referencing Application Number Z-1-26. If you have questions or concerns, please attend the meeting.

Sincerely,

Nathan Treadwell

Nathan Treadwell
Administrator