



VILLAGE OF  
**Hortonville**  
*Growing with you*

1. Pledge of Allegiance
2. Call to Order by Presiding Officer
3. Roll Call
4. Agenda Changes [to change the position of an item already on the agenda]
5. Consent Agenda
  - A. August 6, 2026 Regular Board meeting minutes
  - B. August 6, 2026 COW minutes
  - C. Licenses and Permits
    - i. Temporary Class "B" Beer Retailer's License  
Hortonville Wrestling Club                      Commercial Club  
Cornhole Tournament                                  September 19, 2026  
Christopher Satori in charge
  - D. Presentation of accounts and other claims against the Village
6. Preregistered Citizens to be heard. – LIMIT 5 MINUTES
  - A. State name and address
  - B. Comments to be limited to 5 minutes
  - C. Pursuant to WI Statutes 19.83(2) and 19.84(2), The Board's role is to listen to public comments, and not to ask questions, discuss, or take action regarding pre-registered citizens comments.
7. Committee Reports
8. Unfinished Business from Previous Meetings
9. New Business
  - A. 2026 Halloween Proclamation
  - B. Discussion on Ordinance to repeal a portion of the parking semitrailers and trucks, amending of the traffic visibility triangle, repealing and replacing travel trailers recreational vehicles and buses for habitation and also to create parking requirements, storage and parking of recreational vehicles, automobiles and utility trailers, storage of trucks, tractors and road machinery, and landscaping and buffer requirements
10. Report of Village Officials
  - A. Clerk-Treasurer
  - B. Director of Public Works
  - C. Police Chief
  - D. Library Director
  - E. Attorney
  - F. Administrator
  - G. Building Permit Report
  - H. Any other miscellaneous topics for future discussion  
[Topics or questions for future agendas only – no discussion or answers, motion to schedule an item]

11. Communications and Miscellaneous Business
  - A. Black Otter Lake District news
  - B. Hortonville-Hortonia Fire District news
  - C. Gold Cross Ambulance run reports and news
  - D. Hortonville Civic Association
  - E. Senior Activities
12. Comments and suggestions from citizens present
13. Adjournment

**NEXT REGULAR VILLAGE BOARD MEETING: SEPTEMBER 3, 2026**

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

**VILLAGE OF HORTONVILLE  
VILLAGE BOARD  
AUGUST 6, 2026 MEETING MINUTES  
DRAFT – NOT APPROVED**

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

Trustees present: Therese Abitz, Dalton Davis, Carrie Lathrop, Jim Moeller, Jane Olk, and Julie Arendt Vanden Heuvel.

Trustees absent:

Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, Director of Public Works Aaron Steber, Chief of Police Brian Bahr, Library Director Alexandria Krause, and Attorney Ashley Lehocky.

**Consent Agenda**

Motion [Moeller/Arendt Vanden Heuvel] to approve as outlined. Roll call vote, 7 ayes, 0 nays, motion carried.

- A. July 16, 2026 Regular Board meeting minutes
- B. Licenses and permits
- C. Presentation of accounts and other claims against the Village

**Agenda Changes**

None

**Preregistered Citizens to be heard**

Devin Burdge, 838 W Main Street, I have owned my house here for approximately twenty years. I am here to request that you take action on O-6-26. I am currently in the process of demolishing a 1,300 square foot accessory building and I applied for a permit to build a 1,400 foot accessory building to replace it for my equipment and that permit was denied. I was told that due to the current ordinance I am only allowed to have an accessory building that is 30% of my required backyard. That comes out to be approximately 850 square feet. Taking action, passing this ordinance would help me greatly.

I have recently found out that other residents were approved for building 1,500 accessory buildings on less property than I have.

**Committee Reports**

None

**Unfinished Business from previous meetings**

None

**New Business**

**Discussion and possible action on CSM of Wildwind Phase 2 property**

Administrator Treadwell said that this was at the Planning and zoning with no opposition.

Motion [Arendt Vanden Heuvel/Davis] to combine parcels #240111352 & 240111351.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action on Trick or Treat Day and Time**

Administrator Treadwell said we need to know when we want to do Halloween. It was decided to have it on Halloween, on Saturday, October 31, 2026.

### **Discussion and possible action on Veteran Graves Reimbursement approval for Outagamie County**

Clerk Booth said this is the Veteran Graves Reimbursement that we do every year for Outagamie County.

Motion [Moeller/Arendt Vanden Heuvel] to approve the Veteran Graves Reimbursement for Outagamie County in the amount of \$345.90.

Roll call vote, 7 ayes, 0 nays, motion carried.

### **Discussion and possible action on O-5-26 Creating R-O-W/Boulevard Maintenance Ordinance**

Administrator Treadwell said that this was to be put in to address the area of the sidewalk and the right-of-way to make sure the homeowner takes care of this.

Motion [Arendt Vanden Heuvel/Moeller] to approve O-5-26 creating R-O-W/Terrace Maintenance Ordinance removing the boulevard wording and adding terrace.

Roll call vote, 7 ayes, 0 nays, motion carried.

### **Discussion and possible action on O-6-26 Ordinance Repeal and Replacing current accessory structure ordinance**

Administrator Treadwell said that this went through Planning and Zoning. The background on this is our current ordinance is odd and is based off the size of your yard. The shape of your yard depends on the size of the accessory building that you could put on your property. If you have a detached garage that counts as your accessory shed. Anything that is 12 x 12 is considered a utility structure for lawn equipment, etc. Anything bigger than 12 x 12 you would need a building permit. Children's play structures – do we want to consider that as a utility structure?

Trustee Moeller said that the ordinance should start out with the definition of utility structure and accessory structure.

Administrator Treadwell said that our current ordinance reads that you can't have more than 30 percent of your property covered with accessory buildings.

Motion [Moeller/Arendt Vanden Heuvel] to approve O-6-26 with the correction of a link showing the definition of structures, changing the Community Director Title to Zoning Administrator and that the play structures don't qualify as utility structures.

Roll call vote, 7 ayes, 0 nays, motion carried.

### **Discussion and possible action on O-7-26 Ordinance Repeal and Replacing Current Public Institution District**

Motion [Moeller/Davis] to approve O-7-26 ordinance to Repeal and Replace the current Public Institution District.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action on CSM to split out a portion of Parcel number 240041600 and combine it with parcel 240041100 and O-8-26 Ordinance to Rezone of a portion of Parcel number 240041600 from Agriculture to Public Institution, and 2045 Plan update Future Land use from Neighborhood Residential to Civic and Institutional**

Administrator Treadwell said there was a public hearing on this and there weren't any concerns from any residents.

Motion [Moeller/Davis] to approve CSM to split out a portion of Parcel number 240041600 and combine it with parcel 240041100 and O-8-26 Ordinance to Rezone of a portion of Parcel number 240041600 from Agriculture to Public Institution, and 2045 Plan update Future Land use from Neighborhood Residential to Civic and Institutional.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action on Fire Fee Ordinance O-9-26**

Motion [Moeller/Olk] to approve the Fire Fee Ordinance O-9-26.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action on Special Assessment for Main Street Lateral Replacement**

Administrator Treadwell said that the attorney drew these up and we will then present this to the homeowners.

Motion [Moeller/Davis] to approve the six Special Assessments for Main Street Lateral Replacement.

Roll call vote, 6 ayes, 0 nays, 1 abstain [Arendt Vanden Heuvel] motion carried.

**Discussion and possible action on Opera House front patio update**

Trustee Arendt Vanden Heuvel said that this is a historical building, and she wanted to make sure there were no issues with doing this. She also asked if this has been engineered? Because if you are pushing concrete in an open-air opening, does this affect the structure?

Administrator Treadwell said that McMahon engineered this.

Trustee Davis asked if there was a way to fix the leaking without blowing \$50,000?

Trustee Arendt Vanden Heuvel said that you could have the Historical Society apply for grants.

Consensus was to not spend the money and to remove the trees in the front of the building.

**Discussion and potential action on Raze Order for parcel number 240016100**

Administrator Treadwell said that this is a building that has been decaying for a while. The assessor appraised this property at \$300. The notice was sent to the resident and brought to the board for approval.

Motion [Moeller/Davis] to approve the Raze Order for parcel number 240016100.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion on Village provided devices for Board members**

Administrator Treadwell said that our current devices are at their end of life and the updates do not install. Do we provide them or not?

Consensus was for Administrator Treadwell to research pricing, determine whether the Village could receive credit for returning the devices, and bring the information back to the Board.

**Discussion and potential action on Request for Bike parking on Pine Street between Main Street and Alley 1 on Aug. 14<sup>th</sup> and Handicap parking along N Olk Street in front of commercial club park for the Harley Raffle Event Aug. 1**

Motion [Moeller/Olk] to accept the request for bike parking on Pine Street between Main Street and Alley 1 on Aug. 14<sup>th</sup> and handicap parking along N Olk Street in front of Commercial Club Park for the Harley Raffle Event Aug 15<sup>th</sup>.

Roll call vote, 7 ayes, 0 nays, motion carried.

**Discussion and possible action Temporary Detour No Parking on Olk Street between Main Street and Nash Street**

Chief of Police said that this is the no parking zone that we implemented at the beginning of the year on Olk Street. By September 1<sup>st</sup> this should be shifted to Main and Nash Street. I am just informing the board that this is on my radar.

**Report of Village Officials**

**Clerk-Treasurer:** The report is in the packet. We have had 36 in-person absentee voters so far, and the last day to vote in person is Friday, August 7<sup>th</sup> at 5:00 pm.

**Director of Public Works:** The report is in the packet. Our sidewalk maintenance contract that went out for bids this spring has been completed.

**Chief of Police:** The report is in the packet. School is right around the corner, so I am working on the scheduling for the SROs. National Night Out was a big event; we figured about 650 people turned out for that within the two hours.

**Library Director:** The report is in the packet. Right when we were excited to be fully staffed, we had a resignation in favor of finding another full-time job elsewhere. Great for them, not so great for us. I will be assessing the needs of the staff and what we are actually looking for and posting that soon. Our library system provides a substitute program so when we are short staffed, they can bring someone in to fill those gaps. You can tell from our programming that we are having a heck of a summer, and we are really busy. We have over 4,300 cardholders for a 3,300 municipal population. We are pretty comparable to Little Chute with 4,700 cardholders; however, their population is over 11,000.

**Attorney:** I am back full-time as of last week. At the next board meeting there will be another attorney attending, as I will be on vacation.

**Administrator:** The report is in the packet. The bridge has been out for about a week now. I am working on the small business grant; one did drop out.

**Any other miscellaneous topics for future discussion**

None

**Communications and Miscellaneous Business**

**Black Otter Lake District news:** Our annual meeting will be held on August 27<sup>th</sup> at 5:30 pm here at the Municipal Building.

**Building permit report:** The July building report was submitted.

**Hortonville-Hortonia Fire District news:** Nothing new

**Gold Cross Ambulance run reports and news:** The May, June & July run reports were submitted.

**Hortonville Civic Association:** Nothing new

**Senior Activities Committee:** On August 17<sup>th</sup> we are going to have the Wisconsin Foodie video with real cheese, August 25<sup>th</sup> is a tour of the Creekside Creamery. The foot clinics will begin on September 21<sup>st</sup>.

**Comments and suggestions from citizens present**

Joanne Mueller said this is for you Aaron, I have had a lot of people comment to me as to why does the Village Administration Building look so unkempt. Why does the landscaping up front look so terrible? There are overgrown trees everywhere, bushes growing where they shouldn't. I have received a lot of complaints on this.

DPW Director Steber said we are working on it.

**Adjournment**

Motion [Davis/Moeller] to adjourn. Unanimous voice vote, motion carried. The Board adjourned at 7:58 p.m.

Minutes submitted by,

Jane Booth, WCMC  
Village Clerk/Treasurer

**VILLAGE OF HORTONVILLE  
COMMITTEE OF THE WHOLE  
AUGUST 6, 2026 MEETING MINUTES**

President Jeanne Bellile called the meeting to order at 5:30 p.m. in the Community Center at 531 N. Nash St., Hortonville, Wisconsin.

Trustees present: Therese Abitz, Dalton Davis, Carrie Lathrop, Jim Moeller, Jane Olk, Julie Arendt Vanden Heuvel

Trustees excused:

Officials/Staff present: Administrator Nathan Treadwell, Clerk-Treasurer Jane Booth, and Chief of Police Brian Bahr

**Discussion on E-Bikes and E-Scooters**

Chief of Police Brian Bahr said this is being talked about in many communities right now. There are three classifications of E-Bikes, E-Scooters are in their own class. Do we want to make people register these? Do we require helmets?

Currently bicycles are prohibited on sidewalks. Do we want to change this? If we change, do we want to include e-bikes on sidewalks?

Will we allow bicycles and e-bikes on the trail? Should we have a speed limit?

Other municipalities do not allow e-bikes and scooters to be used on roadways with speed limits higher than 30 mph. Is this something we want to include?

Violations, citation amount? This is typically a lower amount (i.e., no more than \$50).

Discussion ensued.

Consensus was to bring this back to Public Safety Committee for further discussion.

**Adjourn**

Motion [Davis/Moeller] to adjourn. Unanimous voice vote, motion carried. The Committee adjourned at 6:00 p.m.

Minutes submitted by Jane Booth, WCMC  
Clerk-Treasurer



**August 20, 2026 INVOICE LISTING**

**VILLAGE INVOICES**

**August 07, 2026- August 20, 2026**

|                   |                               |                                                       |              |
|-------------------|-------------------------------|-------------------------------------------------------|--------------|
| NNO-2026          | Bahr, Brian                   | National Night Out Reimbursement- 2026                | \$ 30.27     |
| NNO-2026-2        | Bahr, Brian                   | National Night Out Reimbursement- 2026                | \$ 77.23     |
| NNO-2026-3        | Bahr, Brian                   | National Night Out Reimbursement- 2026                | \$ 173.21    |
| 07/26             | Blum, Alyssa                  | Community Center Deposit Reimbursement-08/01/26 Re    | \$ 150.00    |
| 2519              | Bowmar Appraisal Inc          | Assessor Contract for Jul-Sep 2026                    | \$ 4,100.00  |
| 07-31-26          | Brick's Hardware              | Supplies- Street/Miller Park/Parks/Water/Sewer        | \$ 589.79    |
| 148657            | C & B Rent-All                | National Night Out Bounce House Rental- 2026          | \$ 166.50    |
| 242745601080126   | Charter Communications        | Internet/Email- August 2026- PW/W/S                   | \$ 209.48    |
| 171759001080126   | Charter Communications        | Internet/Email- August 2026- Admin/PD/Library/W/S     | \$ 163.37    |
| 171758901080126   | Charter Communications        | Internet/Email- August 2026- Admin/PW/Court           | \$ 159.99    |
| 171758301080126   | Charter Communications        | Phone/Internet- August 2025- PD                       | \$ 139.99    |
| 08/26             | DeShaney, Ann                 | Alonzo Park Return Deposit- 08/09/26                  | \$ 50.00     |
| 260 7 56701       | Digers Hotline Inc            | Prepaid Fax Fees- July 2026                           | \$ 88.20     |
| ACH               | EFTPS                         | Federal, FICA taxes for 08/13/2026 Payroll            | \$ 16,389.42 |
| 5541112           | Employee Benefits Corporation | Health Reimbursement- August 2026                     | \$ 2,610.91  |
| 5548821           | Employee Benefits Corporation | Health Reimbursement- August 2026                     | \$ 908.32    |
| 08/26             | Engelmann, Emily              | Alonzo Park Return Deposit- 08/02/26                  | \$ 50.00     |
| 549250            | Fox Valley Truck              | Lawnmower Blades                                      | \$ 67.47     |
| 10-2025           | George, Matthew               | Overpaid Water Bill                                   | \$ 200.65    |
| 7-26              | Gilbert's Sentry              | Summer Rec Supplies                                   | \$ 292.12    |
| 08/26             | Gilbert's Sentry              | National Night Out Food- 2026                         | \$ 96.05     |
| 08-26             | Gilbert's Sentry              | Child Program Supplies- Library                       | \$ 56.22     |
| Clothing2026-2    | Green, Luke                   | Boot Allowance- 2026                                  | \$ 23.20     |
| 08/26             | Hansch, Ryan or Sara          | Alonzo Park Return Deposit- 08/08/26                  | \$ 50.00     |
| 2015984           | Harter's Fox Valley Disposal  | Village Wide Refuse Pickup- July 2026                 | \$ 14,069.77 |
| Summmer2026-1     | HASD                          | Summer Rec Field Trip Transporation- July 2026        | \$ 1,796.80  |
| Clothing2026-1    | Hass, Mark                    | Boot Allowance- 2026                                  | \$ 164.99    |
| 07/26             | Hildebrandt, Laura            | Alonzo Park Return Deposit- 07/31/26                  | \$ 50.00     |
| 08/26             | Hutchins, Crystal             | Community Center Return Deposit- 08/08/26             | \$ 150.00    |
| P007004875-Sep26  | Illinois Mutual               | Employee Disability Insurance- August 2026            | \$ 167.50    |
| 98017681/68362304 | Ingram Library Services       | Adult, Teen, & Child Books- Library                   | \$ 2,693.41  |
| 08/26             | Kiel, Thomas or Amera         | Alonzo Park Return Deposit- 08/01/26                  | \$ 50.00     |
| 08-26             | Kronberg, Brandi              | Program Reimbursement- Creekside Creamery             | \$ 25.00     |
| 8000594-0726      | Kwik Trip                     | Fuel- DPW-July 2026                                   | \$ 125.22    |
| 00309835-0726     | Kwik Trip                     | Fuel- PD-July 2026                                    | \$ 1,614.74  |
| 10-25             | Lathrop, Carrie               | 2026 LWM Fall Civic Connection- Hilton Paper Valley   | \$ 310.00    |
| 15950             | McClone                       | Workers Comp Premium- September 2026                  | \$ 1,933.00  |
| 0054893           | Merjent Inc                   | Stormwater Pond Maintenance                           | \$ 6,176.08  |
| INV3146186        | Metro Sales Inc               | Contract Invoice- Library                             | \$ 116.34    |
| 08-26             | Meyer, Andi                   | Adult Program Reimbursement- Hobby Lobby              | \$ 16.76     |
| 030522/031441/031 | MSA Professional Services     | Professional Services- Grandview Road Urbanization/Me | \$ 36,588.49 |
| IN337568          | Multi Media Channels          | Public Hearing P&Z- Aug 13th/Voting Test Notice       | \$ 44.02     |
| July 26           | Outagamie County Treasurer    | Court Fines- July 2026                                | \$ 530.00    |
| 4853              | OWLS                          | Microsoft 365 License/June Storywalk                  | \$ 114.42    |
| 08/26             | Peterson, Olivia              | Alonzo Park Return Deposit- 08/06/26                  | \$ 50.00     |
| 07-26             | Petty Cash                    | Staff Clebration- Creekside Creamery                  | \$ 22.89     |
| 480068211/1701008 | Pomps Tire Service Inc        | Komatsu- Skid Loader Tire Repair                      | \$ 798.04    |
| I2129/I2130       | Ray's Sanitation              | Portable Restroom- 230 Lakeshore Dr/304 E Main St     | \$ 480.00    |
| 45820156July 2026 | Reserve Account               | Machine Postage- July 2026- Pitney Bowes              | \$ 483.72    |
| S00478168         | Rocket Industrial             | Paper Towel Rolls                                     | \$ 871.95    |
| 6611              | Tony's Cemetery Service LLC   | Wendy Wahlers Cremation                               | \$ 500.00    |
| 428094274L        | Ulmen, Jackie                 | Restitution Payment- T Kuettel                        | \$ 390.00    |
| 6162440           | Unique                        | Collection Agency- Library                            | \$ 23.30     |
| VC3-258757        | VC3 Inc                       | IT- August 2026 Invoice                               | \$ 3,284.41  |
| 6149362060        | Verizon                       | Monthly Phone Charges- July 2026                      | \$ 1,025.77  |
| 5222798           | We Energies                   | Electrical Service- Cty JJ/Black Otter                | \$ 5,967.40  |
| 5216365           | We Energies                   | Electrical Service- 102 W Main St                     | \$ 1,393.36  |
| 6029225905        | WE Energies                   | Water/Sewer Electric/Gas-July 2026                    | \$ 7,081.98  |
| 6022748436        | WE Energies                   | Water/Sewer Electric/Gas-Alonzo Splashpad- July 2026  | \$ 17.29     |

|            |                                           |                                                     |    |           |
|------------|-------------------------------------------|-----------------------------------------------------|----|-----------|
| 5039755926 | Wells Fargo Vendor Financial              | Xerox Copier- Library                               | \$ | 540.00    |
| ACH        | Wisconsin Deferred Comp                   | EE contributions 08/13/2026 Payroll                 | \$ | 1,021.00  |
| July 26    | Wisconsin Department of Administration    | Court Fines-July 2026                               | \$ | 1,744.68  |
| 28770      | Wisconsin Professional Police Association | Union Dues- August 2026                             | \$ | 358.00    |
| ACH        | Wisconsin, State of                       | State W/H for 08/13/2026 Payroll                    | \$ | 2,790.66  |
| ACH        | Wolf River Community Bank                 | Principle and Interest- WRCB Fire Truck Loan        | \$ | 6,250.00  |
| ACH        | Wolf River Community Bank                 | Principle and Interest- WRCB Loan #1613790-10001    | \$ | 1,025.45  |
| ACH        | Wolf River Community Bank                 | Principle and Interest- Wildwind Phase 1 Loan #2794 | \$ | 52,493.14 |
| 3167386    | WT.Cox                                    | Magazine Subscription- Library                      | \$ | 383.83    |
| CM15964    | YMCA of the Fox Cities                    | Member Dues- August 2026                            | \$ | 40.00     |

Invoice Total \$ 182,615.80

08/13/26 Direct Deposit P/R \$ 55,118.74

Grand Total \$ 237,734.54

#### **WATER & SEWER UTILITY INVOICES**

#### **August 07, 2026- August 20, 2026**

|                    |                                    |                                                |    |           |
|--------------------|------------------------------------|------------------------------------------------|----|-----------|
| 26-015872/26-0148: | Badger Laboratories                | Total Phosphorous Testing- WWTP/Sludge Testing | \$ | 1,965.00  |
| 80246103           | Badger Meter                       | Beacon Network Orion Cellular                  | \$ | 1,040.22  |
| 27063063026        | Charter                            | Inter/Email- July 2026- Sewer                  | \$ | 115.33    |
| 27063073026        | Charter                            | Inter/Email- August 2026- Sewer                | \$ | 124.60    |
| 9012078908         | Clean Water Testing                | Coliform Bacteria Test                         | \$ | 57.00     |
| 9012115813         | Clean Water Testing                | Coliform Bacteria Test                         | \$ | 57.00     |
| 9714               | Environmental Consulting & Testing | Acute WET Testing                              | \$ | 1,100.00  |
| July 2026          | Hortonville, Village of            | Payables- July 2026                            | \$ | 73,177.53 |
| 538740             | NCL Of Wisconsin                   | Lab Supplies- WWTP                             | \$ | 136.00    |
| 92067              | Speedy Clean                       | 2026 Cleaning & Televising                     | \$ | 11,687.22 |
| 92133              | Speedy Clean                       | Emergency Jet- 652 S Nash Street               | \$ | 315.00    |
| W&S 0726           | WE Energies                        | Water/Sewer Electric & Gas- July 2026          | \$ | 11,156.37 |

Grand Total \$ 100,931.27

**PROCLAMATION FOR HALLOWEEN TRICK OR TREATING**

I, Jeanne Bellile, Village President, hereby proclaim Saturday, October 31, 2026, between the hours of 3:00 p.m. and 5:00 p.m. as the official time for Halloween Trick or Treating in the Village of Hortonville.

\_\_\_\_\_  
Jeanne Bellile, Village President

\_\_\_\_\_  
Jane Booth, Village Clerk

Dated: \_\_\_\_\_

**VILLAGE OF HORTONVILLE ORDINANCE TO REPEAL A PORTION OF THE PARKING SEMI-TRAILERS AND TRUCKS, AMENDING OF THE TRAFFIC VISIBILITY TRIANGLE, REPEALING AND REPLACING TRAVEL TRAILERS RECREATIONAL VEHICLES AND BUSES FOR HABITATION AND ALSO TO CREATE PARKING REQUIREMENTS, , STORAGE AND PARKING OF RECREATIONAL VEHICLES, AUTOMOBILES AND UTILITY TRAILERS, STORAGE OF TRUCKS, TRACTORS AND ROAD MACHINERY, AND LANDSCAPING AND BUFFER REQUIREMENTS**

WHEREAS, the Village of Hortonville currently has an ordinance regarding traffic visibility, loading, parking and access; common open space, and

WHEREAS, the Village of Hortonville recognizes the need to repeal and replace the current ordinance, and

WHEREAS, the Village of Hortonville Board of Trustees, accepts the recommendation of the Planning & Zoning Commission and deems the recommendations as promoting the public health, safety and welfare of the Village

**NOW THEREFORE, BE IT ORDAINED AS FOLLOWS:**

- (1) A portion of Sections 40-44. of the Municipal Code for the Village of Hortonville is hereby repealed as follows:

**Sec. 40-44. - Parking semi-trailers and trucks.**

No person shall park a semi-trailer or truck tractor, as defined in Wis. Stats. §§ 340.01(57) and 340.01(73), on any street or alley not designated as a heavy truck route, as defined in Wis. Stats. § 349.17(1).

- (2) Sections 44-07. of the Municipal Code for the Village of Hortonville, Vision Clearance is hereby repealed and restated as follows
- (3) Sections 44-224. of the Municipal Code for the Village of Hortonville, Travel trailers, recreational vehicles, buses or bus bodies, cargo containers, railroad cars, truck vans, converted manufactured homes and similar is hereby repealed and restated as follows,
- (4) Creation of parking requirements, storage and parking of recreational vehicles, automobiles and utility trailers, storage of trucks, tractors and road machinery, landscaping and buffer requirements ordinance as follows.

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## ARTICLE VI. TRAFFIC VISIBILITY, LOADING, PARKING AND ACCESS; COMMON OPEN SPACE

### **Sec. 44-187. Traffic visibility triangle.**

Where two streets intersect, there shall be a vision clearance triangle, bounded by the inner street lines and a line connecting them 25 feet from their intersection. Within this triangle, no object shall be allowed above a height of 2½ feet above the streets if it obstructs the view across the triangle. This section shall not apply to tree trunks, posts, or wire fences.

### **Sec. 44-188. Parking requirements.**

All new nonresidential parking lots in excess of four stalls and all alterations of existing lots shall be subject to design approval by the zoning administrator. Requests for said parking lots shall be accompanied with detailed plans for landscaping, parking layout, drainage provisions and driveway locations. In all districts, there shall be provided at the time any use or building is erected, enlarged, extended, or increased off-street parking stalls for all vehicles in accordance with the following:

- (a) *Access.* Adequate access to a public street shall be provided for each parking space.
- (b) *Location.* Location requirements are as follows:
  - (1) Location of on-lot parking shall be on the same lots as the principal use or not over 400 feet from the principal use pursuant to subsection (1) of this section.
  - (2) Off-street parking is permitted in all other districts but shall not be closer than five feet to a nonresidential side lot line, ~~right-of-way line~~ or rear lot line.
- (c) *Surfacing.*
  - (1) In C1, C2, and I1 districts, all off-street parking areas and driveways shall be surfaced with a dustless all-weather material capable of carrying a wheel load of 4,000 pounds (normally, a two-inch blacktop on a four-inch base or five inches of cement will meet this requirement). Any parking area for more than five vehicles shall have the aisles and spaces clearly marked. Compacted stone or gravel may be used only with the approval of the plan commission. Completion of surfacing is required prior to the issuance of an occupancy permit. However, for required surfacing during the period between November 1 and April 1, the owner shall enter into an agreement with the village agreeing to complete all required surfacing by no later than the following June 1. All driveway aprons shall be constructed of concrete as approved by permit to be obtained from the public works department prior to construction.
  - (2) In I-2 Districts, if a proposed or existing business wishes to maintain a gravel parking lot, it may request a conditional use from the Planning and Zoning Commission. The Commission shall consider the nature of the business and whether maintaining a gravel parking lot is necessary, including whether a dustless surface is needed to prevent potential nuisances.
- (d) *Landscaping.* Landscaping requirements are as follows:
  - (1) *Accessory landscape area.* All public and private off-street parking areas which serve four vehicles or more, are located within 15 feet of any lot line or public right-of-way and are created or redesigned and rebuilt subsequent to the adoption of the ordinance from which this zoning chapter is derived shall be provided with accessory landscape areas totaling not less than ten percent of the surfaced area. The minimum size of each landscape area shall not be less than 100 square feet.

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- (2) *Location, plant material and protection.* Location of landscape areas, plant materials and protection afforded the planting, including curbing and provision for maintenance by the property owner, shall be subject to approval by the zoning administrator.
  - (3) *Plans.* All plans for such proposed parking areas, at the discretion of the zoning administrator, shall include a topographic survey or grading plan which shows existing and proposed grades and location of improvements. The preservation of existing trees, shrubs and other natural vegetation in the parking area may be included in the calculation of the required minimum landscape area.
  - (4) *Residential screening requirements.* Those parking areas for five or more vehicles if adjoining a R-1 or R-2 District shall be screened from such use by a planting pursuant to section 44-193.
  - (5) *Repair and service.* No motor vehicle repair work or service of any kind shall be permitted in association with parking facilities provided in residential districts.
  - (6) *Lighting.* Any lighting used to illuminate off-street parking areas shall be directed away from residential properties and public streets in such a way as not to create a nuisance.
  - (e) *Curbs.* Curbs or barriers may be required to be installed a minimum of four feet from the property line to prevent the parked vehicles from extending over any lot lines.
  - (f) *Number of stalls.* Number of parking stalls required are prescribed in the specific district regulations for each district.
  - (g) *Uses not listed; floor space measurements.* In the case of structures or uses not mentioned, the provision for a use, which is similar, shall apply. The term "floor space or area" means the gross floor area inside the exterior walls, where floor space is indicated above, as a basis for determining the amount of off-street parking required.
  - (h) *Combined uses.* Combinations of any of the above uses shall provide the total of the number of stalls required for each individual use. Two or more uses may provide required off-street parking spaces in a common parking facility less than the sum of the spaces required for each use, provided such uses are not operated during the same hours. The following conditions must be met for any joint use:
    - (1) The proposed joint parking space is within 400 feet of the uses it will serve.
    - (2) The applicant shall show that there is no substantial conflict in the principal operating hours of the two buildings or uses for which joint use of off-street parking facilities is proposed.
    - (3) A properly drawn legal instrument approved by the village board, executed by the parties concerned, for joint use of off-street parking facilities shall be filed with the village clerk prior to joint use. Said instrument may be a three-party agreement, including the village and all private parties involved. Such instrument shall first be approved by the village attorney.
  - (i) *Handicapped parking requirements.* In addition to any other requirements relating to parking spaces contained in these ordinances, the provisions contained in Wis. Stats. §§ 101.13, 346.503 and 346.56, and any Wisconsin Administrative Code sections adopted pursuant thereto are hereby adopted by reference and made applicable to all parking facilities whenever constructed.
  - (j) *Changes in buildings or use.* Whenever a building or use is changed, said building or use shall then comply with the parking requirements set forth in the district in which it is located.
  - (k) *Off-lot parking.* The off-lot parking requirements are as follows:
    - (1) Required off-street parking spaces shall be located on the same lot with the principal use, or when this requirement cannot be met, such parking spaces may be located off-lot provided
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- the parking spaces are located in the same district and not over 400 feet from the principal use. In cases where off-street parking facilities are permitted on land other than the same lot as the principal use, such facilities shall be in the same possession as the lot occupied by the use to which the parking facilities are necessary. Such possession shall be by deed whereby the owner of the land on which the parking facilities are to be located shall be bound by a covenant filed and recorded in the office of the county register of deeds requiring such owner, his heirs or assigns to maintain the required facilities for the duration of the use served.
- (2) Off-lot parking spaces for residential uses shall be within 200 feet of the principal entrance or the entrance for the individual occupants for whom the spaces are reserved while the farthest portions of a parking lot for all other uses shall be within 300 feet of the entrance of the establishment.
  - (3) All off-street parking lots adjoining lots zoned for residential use shall have a minimum setback of ten feet from an interior lot line.
- (l) *Signs.* Signs located in parking areas necessary for orderly operation of traffic movement shall be permitted in addition to others permitted in this chapter.
  - (m) *Lighting.* Lighting used to illuminate off-street parking shall have no direct source of light visible from a street or adjacent land.
  - (n) *Reduction of parking areas.* Off-street parking spaces shall not be reduced in number unless said number exceeds the requirement set forth herein.

#### **Sec. 44-189. Storage and parking of recreational vehicles, automobiles, and utility trailers.**

- (a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Boat* means every description of watercraft used or capable of being used as a means of transportation on water.

*Mobile home* means a structure, transportable in one or more sections, which is eight body feet or more in width and is 32 body feet or more in length, and which is built on a permanent chassis and designed to be used as a dwelling with or without permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein. The length of a mobile home means the distance from the exterior of the front wall (nearest to the exterior of the drawbar and coupling mechanism) to the exterior of the rear wall (at the opposite end of the home) where such walls enclose living or other interior space and such distance includes expandable rooms but not bay windows, porches, drawbars, couplings, hitches, wall and roof extensions or other attachments. The width of a mobile home means the distance from the exterior of one side wall to the exterior of the opposite side wall where such walls enclose living or other interior space and such distance includes expandable rooms but not bay windows, porches, wall and roof extensions or other attachments.

*Recreational vehicle* means any of the following:

- (1) *Boat or snowmobile trailer* means a vehicle on which a boat or snowmobile may be transported and is towable by a motor vehicle. When removed from the trailer, a boat or snowmobile, for purposes of this article, is termed an unmounted boat or snowmobile.
- (2) *Camping trailer* means a canvas or folding structure mounted on wheels and designed for travel, recreation, vacation or other uses.

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- (3) *Chassis mounts, motor homes and mini-motor homes* means recreational structures constructed integrally with a truck or motor-van chassis and incapable of being separated therefrom.
  - (4) *Converted and chopped vans* means recreational structures which are created by altering or changing an existing auto van to make it a recreational vehicle.
  - (5) *Motor home* means a portable, temporary dwelling to be used for travel, recreation, vacation or other uses, constructed as an integral part of a self-propelled vehicle.
  - (6) *Pickup coach* means a structure designed to be mounted on a truck chassis for use as a temporary dwelling for travel, recreation, vacation or other uses.
  - (7) *Travel trailer* means a vehicular, portable structure built on a chassis and on wheels that is between ten and 36 feet long, including the hitch, and eight feet or less in width, designated to be used as a temporary dwelling for travel, recreation, vacation or other uses and towed by a car, station wagon, or truck. The term "travel trailer" includes so-called fifth-wheel units.
- (b) *Permitted parking or storage of recreational vehicles, automobiles and utility trailers.* In all residential and commercial districts provided for in this zoning chapter, it is permissible to park or store a recreational vehicle or boat and boat trailer or automobile or utility trailer on private property in the following manner:
- (1) No part of the unit may extend over the public sidewalk or public right-of-way.
  - (2) If the vehicle is stored on a property with residential zoning, the vehicle shall be owned by the resident of the property on which the unit is parked for storage.
  - (3) The storage of travel trailers, recreational vehicles or buses is not permitted unless there is a principal structure and use on the property. Other than the driveway area, such vehicles shall not be stored within the front yard or road right-of-way.
  - (4) Parking or storage in rear yards is allowed on lawns subject to minimum setbacks of five feet from neighboring or rear lot lines and 15 feet from the right of way.
  - (5) All paved parking or storage areas shall comply with Sec. 44-188(c)

#### **Sec. 44-190. Storage of trucks, tractors and road machinery.**

- (a) *Truck parking in residential areas.* No motor vehicle with a tare or empty weight in excess of 10,000 pounds, or having a height of more than ten feet from the roadway, bearing a commercial license, including school buses, and no commercially licensed trailer, including semitrailers, shall be parked or stored in a residential district, except when loading, unloading or rendering a service.
- (b) *Vehicle or storage container use in all districts prohibited.* No truck, truck tractor, truck trailer, bus, cargo or storage container, or portion thereof, shall be used for, or converted for use as, office, mercantile, residential or storage purposes in any district, except for temporary construction trailers in use at a construction

#### **Sec. 44-192. Landscaping and buffer requirements.**

- (a) *Purpose.* The purpose of this section is to enhance the appearance of the village by improving the quality of landscaping, buffering and screening at multifamily, institutional, commercial and industrial properties. Criteria and standards are provided to ensure that building sites and off-street parking areas are sufficiently landscaped to protect and preserve the appearance, character and value of surrounding properties and public right-of-way, thereby promoting the general welfare, safety and aesthetic quality of the village.
  - (b) *Applicability.* The provisions of this section shall apply to any developments allowed as permitted use, requiring site plan approval, or special use in the R-3, C-1, I-1, I-2, C-2, PI districts and any developments
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allowed as a special use in the R-1 and R-2 districts. Any development occurring on vacant land shall be in full compliance with the provisions of this section. Existing occupied developments that do not conform with the provisions of this section may continue until such time that any of the following occur: the gross floor area of the building is increased by more than ten percent or 5,000 square feet, whichever is less, necessitates application of the bufferyard landscaping, and screening requirements. The provisions of this section must be met within nine months of occupancy to the extent that all other standards and requirements of this chapter can be maintained on the site.

- (c) *Approval procedure.* A landscape plan is required in conjunction with all required site plans and must be submitted before application for a building permit. The landscape plan shall be filed for review and approval with the zoning administrator along with submittal of any review fee as established by the village board. The zoning administrator shall review, add conditions as appropriate and approve the landscape plan, appealable to the planning and zoning commission.
- (d) *Landscape plan requirements.* Landscape plans submitted for review shall be drawn to an appropriate scale and shall include at a minimum the following information:
  - (1) The name and address of owner/developer, and name of the landscape architect/designer.
  - (2) The date of plan preparation, date and description of all plan revisions, name of project or development, scale of plan, and north marker.
  - (3) The location of all lot lines, locations of all existing and proposed easements and rights-of-way, and elevation, topography, and cross section details as determined necessary by the zoning administrator.
  - (4) The location of all existing and proposed structures, parking and loading areas, parking spaces (numbered), driveways, sidewalks, ground signs, refuse disposal areas, fences, freestanding electrical and other utility equipment, and other site improvement features as determined necessary by the zoning administrator.
  - (5) The location and contours at one foot intervals, of all proposed berms.
  - (6) A schedule itemizing:
    - a. Type of Plants and trees proposed
    - b. The total square foot area of all greenspace proposed on the lot;
    - c. The total square foot area of off-street parking; and
    - d. The number of off-street parking spaces.
- (e) *Landscape standards.* Landscaping required under this section shall be of the following four types:
  - (1) *Lot line landscaping.* A minimum 15-foot front strip extending along the lot line adjacent to all road rights-of-way in R-3, and C-2 districts and a minimum ten-foot front strip extending along the lot line adjacent to all road rights-of-way in the I-1 and I-2 district, plus a minimum ten-foot strip along all other lot lines shall be landscaped as follows:
    - a. *Berms.* Where it is deemed appropriate or desirable to construct a berm in the lot line landscape strip in order to restrict the view and/or to absorb noise, the planning and zoning commission can require this option for a landscape plan in any of the zoning districts.
  - (2) *Bufferyard landscaping.* Any commercial or industrial use that is adjacent to a residential use or zoning district shall provide a landscaped bufferyard along the full length of the affected side and/or rear yard to afford protection to the residential uses from the glare of lights, from visual encroachment, and from the transmission of noise. Required bufferyards shall be landscaped as described in this subsection. Combinations of trees, shrubs, berms and fences shall create screening which is at least 50 percent impervious to sight at planting.

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- a. As an alternative to these bufferyard landscaping requirements, a six-foot-high sight-tight fence may be constructed near the lot line.
  - b. The required bufferyard shall be a greenspace where no portion of a building, parking, driving, loading, or storage area may be located.
- (3) *Screening requirements.* The intent of these requirements is to provide a visual screen around service, equipment and vehicle storage, and trash collections areas contained within commercial and industrial properties. At the time of installation or planting, screening materials must be 50 percent impervious at planting to sight and be sufficiently high and long to accomplish the desired blockage of view year-round.
- a. *Trash collection areas.* All exterior storage in refuse disposal areas, trash collection dumpsters, and trash pads on commercial and industrial properties shall be located and oriented to be as inconspicuous as possible. They shall be screened from view to all adjacent properties, all adjacent road right-of-way, and if located within commercial developments, from view to on-site entrance drives and parking areas. Screening materials may consist of the following:
    - 1. A six-foot high-sight-tight fence
    - 2. Vegetative screening
    - 3. Brick, Cement or some other similar material wall
- (f) *Maintenance.* The owner of the lot on which landscaping has been provided shall be responsible for protecting and maintaining all plant materials and landscape areas in a healthy and growing condition and shall be responsible for keeping them free from refuse, debris, and weeds. Failure to maintain or replace dead or diseased plant materials during the next appropriate planting period shall constitute a violation of the provisions of this zoning chapter.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2026.

Yay\_\_\_\_\_

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Jeanne Bellile, Village President

Nay\_\_\_\_\_

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Jane Booth, Clerk-Treasurer

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## Appendix

### Current Ordinance

#### Sec. 40-44. - Parking semi-trailers and trucks.

No person shall park a semi-trailer or truck tractor, as defined in Wis. Stats. §§ 340.01(57) and 340.01(73), on any street or alley not designated as a heavy truck route, as defined in Wis. Stats. § 349.17(1), ~~or upon any residential property within the village except during the process of loading or unloading such vehicle or except in such cases when the police department has given permission due to extenuating circumstances.~~

#### Sec. 44-7. - Vision clearance triangle.

In each quadrant of every street intersection, there shall be designated a vision clearance triangle, bounded by the inner street lines and a line connecting them 35 feet from their intersection. Within this triangle, no object shall be allowed above a height of 2½ feet above the streets if it obstructs the view across the triangle. This section shall not apply to tree trunks, posts, or wire fences.

#### Sec. 44-224. - Travel trailers, recreational vehicles, and buses for habitation.

Travel trailers, recreational vehicles, buses or bus bodies, cargo containers, railroad cars, truck vans, converted manufactured homes and similar manufactured recreational shelters shall not be used for habitation in any district unless such use is permitted as a permitted or conditional use. The storage of travel trailers, recreational vehicles or buses is not permitted unless there is a principal structure and use on the property. Other than the driveway area, such vehicles shall not be stored within the front yard or road right-of-way.

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## Sec. 44-5. Definitions.

The following words, terms and phrases, when used in this zoning chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Abutting* means have a common property line or district line.

*Accessory building* means a structure having a roof supported by columns or walls used or intended to be used for the shelter or enclosure of persons, animals, equipment or materials, subordinate to and incidental to a principal use or structure.

*Accessory use or structure* means a use or detached structure subordinate to the principal use of a structure, parcel of land or water and located on the same lot or parcel serving a purpose incidental to the principal use or the principal structure.

*Acre, net*, means the actual land devoted to the land use, excluding public streets, public lands or unusable lands, and school sites contained within 43,560 square feet.

*Adult establishment* means any business or commercial enterprise that, as one of its principal business purposes, offers for sale, rental, display, or viewing any of the following:

- (1) Adult bookstores or adult video stores, meaning establishments having a substantial portion of their stock-in-trade consisting of books, magazines, films, video tapes, digital media, or other visual representations characterized by the depiction or description of specified sexual activities or specified anatomical areas.
- (2) Adult motion picture theaters, meaning establishments presenting films, videos, or other visual media characterized by the depiction or description of specified sexual activities or specified anatomical areas.
- (3) Adult cabarets, meaning establishments which feature topless dancers, strippers, male or female impersonators, or similar entertainers, where the performances are characterized by the exposure of specified anatomical areas or by specified sexual activities.

*Alley* means a public way not more than 21 feet wide which affords only a secondary means of access to abutting property.

*Apartment* means a room or suite of rooms in a multiple-family structure which is arranged, designed, used or intended to be used as a single housekeeping unit. Complete kitchen facilities, permanently installed, must always be included for each apartment.

*Arterial street* means a public street or highway used or intended to be used primarily for large volume or heavy through traffic. The term "arterial streets" shall include freeways and expressways as well as arterial streets, highways and parkways.

*Basement* means that portion of any structure located partly below the average adjoining lot grade which is not designed or used primarily for year-round living accommodations.

*Block* means a tract of land bounded by streets or by a combination of streets and public parks or other recognized lines of demarcation.

*Buildable lot area* means the portion of a lot remaining after required yards have been provided.

*Building* means any structure having a roof supported by columns or walls used or intended to be used for the shelter or enclosure of persons, animals, equipment, machinery or materials. When a building is divided into separate parts by unpierced walls extending from the ground up, each part shall be deemed a separate building.

*Building, detached*, means a building surrounded by open space on the same lot.

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*Building, height of*, means the vertical distance from the average curb level in front of the lot or the finished grade at the building line, whichever is higher, to the highest point of the coping of a flat roof, to the deck line of a mansard roof or to the average height of the highest gable of a gable, gambrel, hip or pitch roof.

*Building, principal*, means a building in which the principal use of the lot on which it is located is conducted.

*Building setback line* means a line parallel to the lot line at a distance parallel to it, regulated by the yard requirements set up in this Zoning Code.

*Business* means an occupation, employment or enterprise which occupies time, labor and materials, or wherein merchandise is exhibited or sold, or where services are offered.

*Channel* means those flood lands normally occupied by a stream of water under average annual high-water flow conditions while confined within generally well-established banks.

*Clinic* means an office or group of offices relating to the health care professions including physicians, dentists, and the like engaged in the treatment of persons.

*Common open space* means a parcel or parcels of land or an area of water or combination of land and water designated and intended for either the recreational use and enjoyment of residents of the development for which it was established and for the general public, or for the exclusive recreational use and enjoyment of residents of the development from which it was established. No yard required in connection with any principal use or structure shall be designated or intended for use as common open space.

*Community living arrangement*.

(1) The term "community living arrangement" means the following facilities licensed or operated or permitted under the authority of the state statutes:

- a. Child welfare agencies under Wis. Stats. § 48.60;
- b. Group foster homes for children under Wis. Stats. § 48.02(7m); and
- c. Community-based residential facilities under Wis. Stats. § 50.01.

(2) The term "community living arrangement" does not include:

- a. Day care centers;
- b. Nursing homes;
- c. General hospitals;
- d. Special hospitals;
- e. Prisons; and
- f. Jails.

(3) The establishment of a community living arrangement shall be in conformance with applicable sections of the state statutes, including Wis. Stats. §§ 46.03(22), 69.97(15), 62.23(7)(a) and 62.23(7)(i), and amendments thereto, and also the Wisconsin Administrative Code.

*Conditional use* means use of special nature as to make impractical their predetermination as a principal use in a district.

*Conservation standards* means guidelines and specifications for soil and water conservation practices and management enumerated in the Technical Guide, prepared by the USDA Soil Conservation Service for the county, adopted by the county soil and water conservation district supervisors, and containing suitable alternatives for the use and treatment of land based upon its capabilities from which the landowner selects that alternative which best meets his needs in developing his soil and water conservation.

*Controlled access arterial street* means the condition in which the right of owners or occupants of abutting land or other persons to access, light, air or view in connection with an arterial street is fully or partially controlled by public authority.

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*Convalescent home, children's home, nursing home* mean a place where regular care is provided to three or more infirmed persons, children, or aged people who are not members of the family which resides on the premises.

*Corner lot*, in reference to the setback, shall be measured from the street line on which the lot fronts. Corner lots shall meet front yard setback requirements for all street sides.

*Day nursery, kindergarten*, means a place where regular day care is provided to five or more children who are not members of the family which resides on the premises; provided this definition shall not include public or private schools organized, operated, or approved under state law.

*Development* means any manmade change to improved or unimproved real estate, including but not limited to, construction of or additions or substantial improvements to buildings, other structures, or accessory uses, mining, dredging, filling, grading, paving, excavation or drilling operations or disposition of materials.

*District, basic*, means a part of the village for which the regulations of this zoning chapter governing the use and location of land and building are uniform.

*District, overlay*, also referred to herein as regulatory areas, provide for the possibility of superimposing certain additional requirements upon a basic zoning district without disturbing the requirements of the basic district. In the instance of conflicting requirements, the more strict of the conflicting requirements shall apply.

*Duplex, side-by side*, Two separate living units next to each other each with its own entrance, and façade.

*Dwelling* means a building designed or used exclusively as a residence or sleeping place. The term "dwelling" does not include boardinghouses, lodging houses, motels, hotels, tents, cabins or mobile homes.

*Dwelling, efficiency*, means a dwelling unit consisting of one principal room with no separate sleeping rooms.

*Dwelling, modular home*, means a building made up of two or more modular sections transported to the home site, put on a permanent foundation and joined to make a single dwelling. For the purposes of this zoning chapter, modular homes shall be allowed as a single-family detached dwelling.

*Dwelling, multiple-family*, means a residential building designed for or occupied by three or more families, with the number of families in residence not to exceed the number of dwelling units provided.

*Dwelling, single-family, attached*, means a building containing not more than one dwelling unit attached at the side in a series or group of three or more buildings each containing not more than one dwelling unit. Each building shall be separated from the adjoining building by a party wall extending from footings through roofs. The term "attached dwelling" is intended to imply townhouses, patios, or atrium houses or any form which conforms to this definition.

*Dwelling, single-family, detached*, means a building containing not more than one dwelling unit, entirely separated from structures on adjacent lots. The term "detached dwelling" shall not include mobile homes, travel trailers, or other forms of portable or temporary housing.

*Dwelling, two-family*, means a detached building containing two separate dwelling or living units, designed for occupancy by not more than two families.

*Dwelling unit* means a group of rooms constituting all or part of a dwelling, which are arranged, designed, used or intended for use exclusively as living quarters for one family.

*Essential services* means services provided by public and private utilities, necessary for the exercise of the principal use or service of the principal structure. The term "essential services" includes underground, surface or overhead gas, electrical, steam, water, sanitary sewerage, stormwater drainage, and communication systems and accessories thereto, such as poles, towers, wires, mains, drains, vaults, culverts, laterals, sewers, pipes, catch basins, water storage tanks, conduits, cables, fire alarm boxes, police call boxes, traffic signals, pumps, lift stations and hydrants, but does not including buildings.

*Family* means the body of persons who live together in one dwelling unit as a single housekeeping entity.

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*Farming, general*, means and shall include floriculture, forest and game management, orchards, raising of grain, grass, mint and seed crops, raising of fruits, nuts and berries, sod farming and vegetable farming. The term "general farming" includes the operating of such an area for one or more of the uses in this definition with the necessary operation of any such accessory uses being secondary to that of the normal farming activities.

*Farmstead* means a single-family residential structure located on a parcel of land, which primary land use is associated with agriculture.

*Floor area, business and manufacturing buildings*, for the purpose of determining off-street parking and off-street loading requirements, means the sum of the gross horizontal areas of the floors of the building, or portion thereof, devoted to a use requiring off-street parking or loading. The term "floor area" shall include elevators and stairways, accessory storage areas located within selling or working space occupied by counters, racks or closets and any basement floor area devoted to retailing activities, to the production or processing of goods, or to business or professional offices. However, the term "floor area," for the purposes of determining off-street parking spaces, shall not include floor area devoted primarily to storage purposes, except as otherwise noted herein.

*Foster family home* means the primary domicile of a foster parent which is four or fewer foster children and which is licensed under Wis. Stats. § 48.62 and amendments thereto.

*Foster home, group*, means any facility operated by a person required to be licensed by the state under Wis. Stats. § 48.62 for the care and maintenance of five to eight foster children.

*Frontage* means all the property abutting on one side of a street between two intersecting streets or all of the property abutting on one side of a street between an intersecting street and the dead end of a street.

*Garage, private*, means a detached accessory building or portion of the principal building, designed, arranged, used or intended to be used for storage of automobiles of the occupant of the premises.

*Garage, public*, means any building or portion thereof, not accessory to a residential building or structure, used for equipping, servicing, repairing, leasing or public parking of motor vehicles.

*Height, building*, means a building's vertical measurement, from the mean level of the finished grade in front of the building to the highest point on the roofline of a flat roof or a roof having a slope of less than 15 degrees from the horizontal, and to a point midway between the peak and the eaves of a roof having a slope of 15 degrees or more.

*Home occupation* means a gainful occupation conducted by members of the family only within their place of residence, provided that no article is offered for sale on the premises except such as is produced by such occupation, no stock in trade is kept or sold, no mechanical equipment is used other than such as is permissible for purely domestic purposes and no sign other than one unlighted name plate not more than four feet square is installed.

*Hotel* means a building in which lodging, with or without meals, is offered to transient guests for compensation and in which there are more than five sleeping rooms with no cooking facilities in any individual room or apartment.

*Institution* means a building occupied by a nonprofit corporation or a nonprofit establishment for public uses.

*Junk* means any scrap, waste, reclaimable material or debris, whether or not stored or used in conjunction with dismantling, processing, salvage, storage, baling, disposal or other use or disposition. The term "junk" includes, but is not limited to, vehicles, tires, vehicle parts, equipment, paper, rags, metal, glass, building materials, household appliances, brush, wood and lumber.

*Junkyard* means any area, lot, land, parcel, building or structure or part thereof used for the storage, collecting, processing, purchase, sale or abandonment of wastewater, rags, scrap metal or other scrap or discarded goods, materials, machinery, or two or more unregistered, inoperable motor vehicles or other type of junk.

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*Landscaping* means and shall consist of, but not be limited to, grass, ground covers, shrubs, vines, hedges, trees, berms, and complementary structural landscape architectural features such as rock, fountains, sculpture, decorative walls and tree wells.

*Loading area* means a completely off-street space or berth on the same lot for the loading or unloading of freight carriers, having adequate ingress and egress to a public street or alley.

*Lodging house* means a building where lodging is provided for compensation for not more than three persons not members of a family.

*Lot* means a parcel of land having frontage on a public street, or other officially approved means of access, occupied or intended to be occupied by a principal structure or use and sufficient in size to meet the lot width, lot frontage, lot area and other open space provisions of this Zoning Code as pertaining to the district wherein located.

*Lot, corner,* means a lot abutting two or more streets at their intersection provided that the corner of such intersection shall have an angle of 135 degrees or less, measured on the lot side.

*Lot coverage (except residential)* means the area of a lot occupied by the principal building and accessory buildings including any driveways, parking areas, loading areas, storage areas and walkways.

*Lot coverage (residential)* means the area of a lot occupied by the principal building and accessory building.

*Lot frontage* means the front of an interior lot shall be construed to be the portion nearest the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to a street shall be considered frontage, and yards shall be provided as set out in these zoning regulations. For the purpose of computing number and area of signs, frontage of a lot shall be established by orientation of the frontage of buildings thereon, or of principal entrance points to the premises if building frontage does not clearly indicate lot frontage. If neither of these methods are determinant, the building inspector shall select on the basis of traffic flow on adjacent streets, and the lot shall be considered to front on the street with the greater flow.

*Lot, interior,* means a lot situated on a single street which is bounded by adjacent lots along each of its other lines and is not a corner lot.

*Lot line* means a property boundary line of any lot held in single or separate ownership, except that where any portion of the lot extends into the abutting driveways, parking areas, loading areas, storage areas and walkways.

*Lot lines and areas* means the peripheral boundaries of a parcel of land and the total area lying within such boundaries.

*Lot owner, or owner,* means the holder of record of an estate in possession in fee simple, or for life, in land or real property, or a vendee of record under a land contract for the sale of an estate in possession in fee simple or for life, but does not include the vendor under a land contract. A tenant in common or joint tenant shall be considered such owner to the extent of his interest. The personal representative of at least one owner shall be considered an owner.

*Lot, substandard,* means a parcel of land held in separate ownership having frontage on a public street, or other approved means of access, occupied or intended to be occupied by a principal building or structure, together with accessory buildings and uses, having insufficient size to meet the lot width, lot area, yard, off-street parking areas or other open space provisions of this Zoning Code as pertaining to the district wherein located.

*Lot, through,* means a lot which has a pair of opposite lot lines along two substantially parallel streets and which is not a corner lot. On a through lot, both street lines shall be deemed front lot lines.

*Lot width* means the horizontal distance between the side lot lines measured at the building setback line.

*Minor structures* means any small, movable accessory erection or construction such as a birdhouse, tool houses, pet houses, play equipment, arbors and walls and fences under four feet in height.



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*Mobile home* means a manufactured home that is HUD certified and labeled under the National Mobile Home Construction and Safety Standards Act of 1974 (42 USC 5401 et seq.). A mobile home is a transportable structure, being eight feet or more in width, not including the overhang of the roof, built on a chassis and designed to be used as a dwelling with or without permanent foundation when connected to the required utilities.

*Modular unit* is a factor fabricated transportable building unit designed to be used by itself or to be incorporated with similar units at a building site into a modular structure to be used for residential, commercial, educational or industrial purposes.

*Nonconforming uses* means any structure, use of land, use of land and structure in combination or characteristic of use, such as yard requirement or lot size, which was existing at the time of the effective date of the ordinance from which this zoning chapter is derived or amendments thereto and which is not in conformance with this Zoning Code. Any such structure conforming in respect to use but not in respect to frontage, width, height, area, yard, parking, loading or distance requirements shall not be considered a nonconforming use, but shall be considered nonconforming with respect to those characteristics.

*Nursing home* means an establishment used as a dwelling place by the aged, infirm, chronically ill or incurably afflicted, in which not less than three persons live or are kept or provided for on the premises for compensation, excluding clinics and hospitals and similar institutions devoted to the diagnosis, treatment or the care of the sick or injured.

*Office, business*, means an office for such activities as real estate agencies, advertising agencies (but not sign shops), insurance agencies, travel agencies and ticket sales, chamber of commerce, credit bureau (but not finance company), abstract and title agencies or insurance companies, stockbrokers, and the like. It is characteristic of a business office that retail or wholesale goods are not shown on the premises to a customer. A barbershop or beauty shop is not a business office.

*Office, professional*, means an office for the use of persons generally classified as professionals, such as architects, engineers, attorneys, accountants, doctors, dentists, chiropractors, psychiatrists, psychologists, and the like. It is characteristic that display advertising is not used and that the use is characterized by offering consultive services.

*Parking lot* means a structure or premises containing five or more parking spaces open to the public.

*Parties in interest* means and includes all abutting property owners, all property owners within 100 feet, and all property owners of opposite frontages.

*Planned shopping centers* means a commercial land development consisting of three or more commercial establishments, comprehensively planned as an entity via a unitary plan, under one ownership or unified control.

*Planned unit development* means a residential land development comprehensively planned as an entity via a unitary plan which permits flexibility in building siting, mixtures of housing types, usable open spaces, and the preservation of significant natural features.

*Public airport* means any airport which complies with the definition contained in Wis. Stats. § 114.013(3), or any airport which serves or offers to serve common carriers engaged in air transport.

*Residential greenhouse* means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled.

*Retail* means the sale of goods or merchandise in small quantities to the consumer.

*Satellite earth station* means a dish-shaped antenna designed to receive television broadcasts relayed by microwave signals from earth-orbiting communication satellites.

*Self-storage warehouse or mini warehouse* means a building or group of buildings, not including residential accessory garages or sheds, consisting of unheated and or, unattended, private, individual, compartmentalized, self-contained and controlled access units, stalls or lockers that are rented, leased or individually owned for the purpose of storage of personal or business items within units smaller than 460 square feet.

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*Setback* means the minimum horizontal distance between the front lot line and the nearest point of the foundation of that portion of the building to be enclosed. Uncovered steps shall not be included in measuring the setback.

*Side yard* means a yard extending from the street yard to the rear yard of the lot, the width of which shall be the minimum horizontal distance between the side lot line and a line parallel thereto through the nearest point of the principal structure.

*Sign* means any medium, including its structure, words, letters, figures, numerals, phrases, sentences, emblems, devices, designs, trade names or trademarks by which anything is made known and which are used to advertise or promote an individual firm, association, corporation, profession, business, commodity or product and which is visible from the public street or highway.

*Sign area* means and shall be computed as including the entire area within a regular geometric form or combination of regular geometric forms comprising all of the display area of the sign and including all of the elements not bearing advertising matter shall not be included in computing area.

*Sign height or height of sign* means the vertical distance measured from the normal grade to the highest point of the sign.

*Sign, number of*, for the purpose of determining number of signs, shall be considered to be a single display surface or device containing elements organized, related, and computed to form a unit. Where subject matter is displayed randomly without any organization of the elements, each element shall be considered to be one sign.

*Sign, off-premises or off-premises sign* means a sign that directs attention to a business, profession, commodity, service, or entertainment conducted, sold, or offered at a location other than where the sign is located. This definition shall include, but is not limited to, billboards, posters, panels, painted bulletins, and similar advertising displays. An off-premises sign meets any one of the following criteria and includes only commercial messages:

- (1) A permanent structure sign which is used for the display of off-premises commercial messages;
- (2) A permanent structure that constitutes a principal, separate, or secondary use, as opposed to an accessory use, of the parcel on which it is located; or
- (3) An outdoor sign used as advertising for hire, e.g., on which display space is made available to parties other than the owner or operator of the sign or occupant of the parcel (not including those who rent space from the sign owner, when such space is on the same parcel or is the same development as the sign), in exchange for a rent, fee, or other consideration.

*Sign, on-premises*, means a sign identifying or advertising persons, entities, activities, business goods, products, facilities or services located on the lot where the sign is installed and maintained.

*Sign, types.*

- (1) *Abandoned sign* means a sign located on a lot that contains any land use discontinued for more than a twelve (12) month period.
- (2) *Animated sign* means the movement of any light used in conjunction with a sign such as motion picture, blinking, flashing, or changing degree of intensity of any light movement other than continuous light emission.
- (3) *Awning sign* means a sign with a rigid-framed, roof-like structure attached to a wall running parallel to the exterior wall of a building and composed of a covering or non-rigid materials and/or fabric, vinyl, or canvas that may be either permanent or retractable.
- (4) *Banner* means a temporary sign of lightweight fabric, vinyl, polypropylene, polyester mesh, cloth, plastic, or similar flexible material that can be mounted to a structure with cord, rope, cable, hardware, or similar method or that may be supported by stakes or poles in the ground.

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- (5) *Beacon* means any light with one (1) or more beams directed into the atmosphere or directed at one (1) or more points not on the same lot as the light source; also, any light with one (1) or more beams that rotate or move.
- (6) *Billboard*. See off-premises sign definition.
- (7) *Detached sign* means a sign not attached to or painted on a building but which is affixed to the ground, fence, or all not part of a building.
- (8) *Flat sign* means a sign attached to or parallel to the face of a building or erected or painted on the outside wall of a building and where support of such sign is provided by the wall. No part of such sign shall extend more than 18 inches or more from the building.
- (9) *Flashing sign* means a sign or part thereof, operated so as to create flashing; change in light intensity, color or copy or intermittent light impulses more frequent than one every ten seconds and further provided that electronic message boards as defined herein shall not constitute flashing signs. It is further provided that a sign which creates intermittent light impulses which convey time of day and/or temperature only shall not constitute a flashing sign.
- (10) *Governmental sign* means any sign that is:
- (a) constructed, placed, or maintained by the federal, state, or local government; or
  - (b) constructed, placed, or maintained on a federal, state, or local government building, structure, or property;
  - (c) required to be constructed, placed or maintained by the federal, state or local government either directly; or to enforce a property owner's rights.
- Governmental signs include: signs erected by, or on behalf of, a governmental unit, including legal notices, traffic signs, or other similar regulatory devices, building address numbers, directional signs, wayfinding signs, warnings at railroad crossings, and other instructional or regulatory signs pertaining to health hazards, parking, swimming, dumping, and such emergency or non-advertising signs as may be approved by the Traffic Engineer for safety purposes or other signs approved by the Common Council.
- (11) *Ground sign* means any sign supported by structures or supports placed on or anchored in the ground and independent from any building or other structure.
- (12) *Marquee sign* means a sign attached to or hung from a marquee projecting from and supported by a building.
- (13) *Projecting sign* means a sign attached to and projecting 18 inches or more from the face of the wall of a building.
- (14) *Roof sign* means a sign erected upon, against or above a roof and extending above the highest point of the roof. If the sign does not extend above the highest point of the roof and is single-faced, it is a wall sign.
- (15) *Temporary sign* means a sign intended to display either a commercial or non-commercial message for a limited time and is not permanently mounted or does not have footings. A banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood or other like materials and that appears to be intended or is determined by the code official to be displayed for a limited period of time (rather than permanently attached to the ground or a structure).

*Story* means that portion of a building included between the surface of any floor and the surface of the next floor above it, or if there is no floor above it, then the space between the floor and the ceiling next above it. Any portion of a story exceeding 14 feet in height shall be considered as an additional story for each 14 feet or fraction thereof. A basement having one-half or more of its height above grade shall be deemed a story for purposes of height regulation.

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*Story, half*, means that portion of a building under a gable, hip or mansard roof, the wall plates of which, on at least two opposite exterior walls, are not more than 4½ feet above the finished floor of such story. In the case of one-family dwellings, two-family dwellings and multifamily dwellings, less than three stories in height, a half story in a sloping roof shall not be counted as a story for the purposes of this Zoning Code.

*Street* means property other than an alley or private thoroughfare or travel way which is subject to public easement or right-of-way for use as a thoroughfare and which is 21 feet or more in width.

*Street yard* means a yard extending across the full width of the lot, the depth of which shall be the minimum horizontal distance between the existing street or highway right-of-way line and a line parallel thereto through the nearest point of the principal structure. Corner lots shall have two street yards.

*Structural alterations* means any change in the supporting members of a structure, such as billboards.

*Structure* means anything constructed or erected, the use of which requires a permanent location on the ground or attached to something having a permanent location on the ground.

*Temporary structures* means a movable structure not designed for human occupancy nor for the protection of goods or chattels and not forming an enclosure, such as billboards.

*Use* means the purpose or activity for which the land or building thereof is designed, arranged or intended, or for which it is occupied or maintained.

*Use, accessory*, means a subordinate building or use which is located on the same lot on which the principal building or use is situated and which is reasonably necessary and incidental to the conduct of the primary use of such building or main use, when permitted by district regulations.

*Use, principal*, means the main use of land or building as distinguished from subordinate or accessory use.

*Utilities* means public and private facilities, such as water wells, water and sewage pumping stations, water storage tanks, electrical power substations, static transformer stations, telephone and telegraph exchanges, microwave radio relays and gas regulation stations, inclusive of associated transmission facilities, but not including sewage disposal plants, municipal incinerators, warehouses, shops, storage yards and power plants.

*Utility Structure* means an uninhabited, subordinate structure, not exceeding 144 square feet, not attached to the principal structure or a detached accessory structure, the use of which is incidental to and customary in conjunction with the principal use of the property, e.g., storage of lawn and garden equipment, gazebo, shed, etc.

*Vision clearance* means an unoccupied triangular space at the street corner of a corner lot which is bounded by the street lines and a setback line connecting points specified by measurement from the corner on each street line.

*Yard* means an open space on the same lot with a structure, unoccupied and unobstructed from the ground upward except the vegetation. The street and rear yards extend the full width of the lot.

*Yard, front*, means a yard extending across the full width of the lot and lying between the front line of the lot and the nearest line of the building. The side where the address is shall be considered the front yard.

*Yard, rear*, means a yard extending across the full width of the lot and lying between the rear line of the lot and the nearest line of the principal building.

*Yard, required*, means the area between the lot line and where the setback ends.

*Yard, side*, means that part of the yard lying between the main building and a side lot line, and extending from the required front yard or from the front lot line, if there is no required front yard, to the required rear yard.

*Zoning permit* means a permit issued by the zoning administrator to certify that the use of lands, structures, air and waters subject to this chapter are or shall be used in accordance with the provisions of said chapter.

531 N. Nash St.  
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[www.hortonvillewi.org](http://www.hortonvillewi.org)

**ADMINISTRATION**  
[clerktreas@hortonville.wi.gov](mailto:clerktreas@hortonville.wi.gov)

**August 20, 2026**

**ELECTIONS**

- Held the Partisan Primary Election
- Completed the election related tasks after the election

**WEBINARS/ZOOM MEETINGS/TRAININGS**

- Weekly Department Head Meetings
- Weekly Staff Meetings
- WMCA Clerks Conference

**FINANCES**

- M, W, F bank deposits
- Balance and reconcile accounts/journal entries/prepare invoices
- Approve payroll, initiated withdrawals
- Prepared EBC/HRA Reimbursement Invoices/other various invoices
- Monthly reconciliation of bank accounts

**LICENSES**

**PUBLICATIONS**

**PUBLIC RECORD REQUESTS**

- Listing of any new businesses for the last month
- Village of Hortonville's employee credit card transaction register for 2025
- Software expenditures for the Village

**OTHER**

- Village Board agendas & packets, committee agendas
- Village Board minutes, committee minutes
- Other Committee/Commission meeting agendas & minutes as needed
- Two Badger Books were shipped for repairs

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## 8/20/2026 Director of Public Works Report

### Meetings attended:

- Staff meetings
- Department head meetings
- Weekly Construction meetings with contractors, subcontractors, engineers, and county for Main Street Construction Project
- Meetings with WE Energies about restoration of electric service work
- Meetings with McMahon on downtown construction and next phases of work
- Meeting prep for Black Otter Lake Annual Meeting
- Meeting with Metrotech to demo potential new equipment
- Meeting with MSA to discuss GIS applications
- Meeting with Safe Step LLC to discuss sidewalk repair program

### Current and past projects include:

- Mainstreet construction project – ongoing
  - o Storm sewer is completed from the Otter Creek Bridge east to Briggs St
  - o Storm sewer on the west side of the bridge is also completed
  - o Storm sewer to continue between Mill and Nash St.
  - o West abutment of the Otter Creek Bridge has been backfilled
  - o The old east abutment of Otter Creek Bridge has been removed and the pilings for the new abutment driven
- Alternative temporary pedestrian path around bridge closure work including adding additional gravel and fines and compacting path with a roller
- Continued work with County and McMahon on East side construction tentatively scheduled for 2028 as well as West side main street construction scheduled for 2029
- Working with financial consultants on long-term utility cash flows
- Municipal Urban Tree Inventory and Maintenance plan draft completed
- Updates to Village of Hortonville GIS applications

Sincerely,

A handwritten signature in blue ink, appearing to read "A. Steber".

Aaron Steber  
Director of Public Works





Hortonville Police Department  
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## **8-20-2026 Police Department Report**

### **Meetings**

- Village Department Head Meetings
- Weekly Main Street Construction Meetings
- Attended Village of Greenville Board meeting for updates on potential construction impacting HASD
- Provided safety presentations for substitute teachers for school district
- Provided safety presentations to all new staff for school district
- Provided safety presentations to all bus drivers for school district

### **Training**

- Entire department attended CPR/First Aid and Zero Eyes/School Response to active threat on 8/10 (conducted small scale scenario of responding to active alert with AI firearm technology activation at HES. This scenario was a huge success for us to respond directly to a threat by use of cameras and AI detection.)
- Officer McCready attending Nihilistic Violent Extremism training on 8/12
- Officer Heiden attending search warrant training in Pewaukee on 9/10 and 9/11
- Officer McCready and Officer Wulgaert attending Women in Law Enforcement Leadership Conference on 9/17

### **Ongoing Projects and Miscellaneous**

- Reviewing e-bike ordinances (will likely bring a draft to COW in September/October)
- Cradlepoints have been purchased. Working on quotes for antennas. Units should be installed by the end of September to resolve ongoing connectivity issues.
- Working with property manager in the 800 block of West Main Street regarding ongoing issues at property related to a resident and an ongoing ordinance violation
- Continuing to work with resident regarding inquiry for tow service (will likely bring to COW in September/October)

- Made contact with HASD and St. Peter and Paul regarding no parking as it relates to Olk Street. I will update them weekly on the no parking restriction
- Met with Brian Gooding (HASD Transportation) to provide updates and information regarding construction, detours, and bus routes
- Reviewing portable and squad radio quotes for replacement. Current radios are end of life. Will present quotes to board in September/October.
- Continued process of enforcement with resident in 600 block of West Main Street regarding ongoing ordinance issues.
- 2026 Incidents Jan 1st-August 3rd (3392 incidents) (3294 incidents in same time frame in 2025)
- I had difficulty in contacting 2 crossing guards for return this school year. I was able to speak with them on 8/18 and they plan on returning. I have one crossing guard who took a new position and will not be returning. I am working on replacing that crossing guard.
- I have completed the patrol and SRO schedule for the remainder of 2026

### **Upcoming**

- Meeting with Convergent vendor to discuss our fob/door security software.
- Outagamie County Law Enforcement Executive meeting



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Nathan Treadwell - Administrator  
[Village.Administrator@hortonville.wi.gov](mailto:Village.Administrator@hortonville.wi.gov)

### **Administrator Update – 8/4/26-8/17/26**

#### **Economic Development**

- **Nature's Haven Subdivision**
  - o We have started receiving home building permits for the subdivision.
  - o We have received a few complaints regarding on street parking related to the ongoing roadwork. I addressed these concerns with Parker Excavating, and they assured me they would address the issue. Parking will be completed as part of the first phase next week.

#### **Projects**

- **Main Street – Downtown Segment**
  - o Construction is underway. The contractors encountered a few issues this week while working near Main Street and Nash Street. They discovered an old foundation in the middle of the roadway, which they are removing before proceeding with the stormwater construction.
  - o We have received responses from all but two property owners regarding the replacement of sewer laterals.
- **Main Street – East Segment**
  - o We are continuing to work with the engineers on additional details for the project, including sidewalks and retaining walls.
- **Zoning Project**
  - o We have started working through several additional ordinances. Over the next three months, we will bring the remaining ordinances to the Planning and Zoning Commission for review and then to the Village Board for discussion.
  - o Once all of the ordinances have been completed, we plan to bring forward one comprehensive ordinance to repeal and replace the existing regulations.
- **Small Business Development Grant**
  - o We have scheduled a meeting for August 20 to discuss proposed amendments and additional projects.
- **Fire Fee**
  - o I am preparing an article explaining the fire fee change for the next Village Voice.

#### **Miscellaneous**

- I attended the grand opening ceremony for the Hortonville High School tennis facilities.