

Town of Vienna Monday, December 8, 2025
Plan Commission Minutes

The Town of Vienna Plan Commission meeting was called to order on Monday, December 8, 2025, at 7:00PM by Plan Commission Chair, Cate Heath. Commissioners Steve Herbrand, Matt Shefchik, Joe Henry, Jim Koch (via Zoom) and Clerk Kathy Clark were present. Also present were Jessica Hornung, Quinn Mishler and child.

Recite the Pledge of Allegiance

Public comment: None

Approve or amend the minutes: Motion by Herbrand, second by Henry to approve the minutes for the October 13, 2025, Plan Commission meeting. Motion carried (5-0).

Discussion and possible Recommendation for approval on Hornung Variance Appeal for Cleary Out Building: Clark informed the PC members that the Hornung's applied for a CUP in late August 2024, for an Accessory building designed and installed by Cleary. Once the Accessory building was completed and built, Dane county performed an inspection and found the building was not placed in the proper designed location to meet the proper setbacks. Dane County sent a Violation letter on September 25, 2025, to stop further use of the CUP issued. To resolve the violations, three options of resolution were provided. Apply for a Variance with the Town/County; Move the Accessory Building to meet the proper setbacks; Remove the Accessory building. The family immediately filed for a Variance application. A hearing by Dane County Board of Adjustment scheduled December 18th at 6:30pm, after meeting with the Plan Commission. A site inspection was performed December 11, 2025, for the board to observe the lay of the land to help further their decision. Discussion followed. Pictures of the Accessory building, showing the location were provided. This was roughly a cost of \$150K which the board felt did not block visibility or interference in the Road ROW. Motion by Henry, second by Shefchik to recommend approval of the variance application as presented with no additions or changes to future building locations. Motion carried (4-0) Heath Abstained.

Adjourn: Motion by Herbrand, second by Henry to adjourn. Motion carried (5-0) Meeting was adjourned at 7:25pm.

Prepared by: Kathleen Clark, Clerk

Note: These draft minutes are subject to approval at the next Plan Commission Meeting.