

CITY OF HORICON

404 EAST LAKE STREET
HORICON WI 53032

MEETING NOTICE

DATE ISSUED: August 11, 2023

BY: Josh Maas, Mayor

PLAN COMMISSION

ATTENDEES:

Mayor Maas

Dick Marschke

Dave Magnussen

Dave Westimayer

Dave Gallenbeck

Lisa Sullivan

Cody Vanderhei

Werner Biedermann

Chester Ward

Thomas Anfinson

DATE: Monday, August 14, 2023

TIME: 6:00 p.m.

LOCATION: City Hall, Activity Room

LEADER: Mayor Josh Maas, Chairman

AGENDA:

1. Call to Order.
2. Roll Call.
3. Act on Minutes of July 10, 2023.
4. Public Appearances.
Limited to 3 Minute Time Frame Per Individual.
5. Act on Letter of Intent for Proposed Land Split, Lynn & Ray Aumann, P#034-1115-1131-000 (Town of Oak Grove).
6. Act on Temporary Signage, Valido Homes, Marketing of Subdivision on P#236-1115-0143-076.
7. Adjourn.

IF UNABLE TO ATTEND, PLEASE NOTIFY: Mayor Maas
DATE POSTED: August 11, 2023

PHONE: 485-3500
TIME POSTED: 10:00 a.m.

It is possible that members of and a possible quorum of members of governmental bodies of the municipality, other than the Plan Commission, may attend the above event. No action will be taken by any governmental body, other than the Plan Commission, at the above event.

Plan Commission

City of Horicon

July 10, 2023

Plan Commission met in regular session with Mayor Maas presiding. The meeting was called to order at 6p.

Members present: Maas, Gallenbeck, Marschke, Sullivan, Anfinson, Magnussen, Vanderhei, Westimayer

Members absent: Ward, Biedermann

Also in attendance: Residents from the South Wind Trail/S Palmatory/S Finch area, Vandewalle and Associates, and John Deere and their engineers

Motion by Gallenbeck, seconded by Anfinson, to approve the minutes from June 12, 2023. All in favor.

Public Appearances: Eugene Rossing, Sandra Hinzman, Nichole Heandal

Biedermann arrived at 6:20p.

Review and discussion of conceptual development plan led by Ben Rohr of Vandewalle and Associates.

Motion by Westimayer, seconded by Sullivan, to recommend conceptual development plan for proposed former Horicon School District playfield property – Finch St. All in favor.

Motion by Gallenbeck, seconded by Westimayer, to approve site plan for proposed project 1905 – John Deere, contingent on approval of variances. All in favor.

Motion by Magnussen, seconded by Anfinson, to recommend to Council the Certified Survey Map – 408/410 Michael Fitz Lane. All in favor.

Motion by Westimayer, seconded by Vanderhei, to recommend to Council the proposed sanitary easement – 305 Mill St. All in favor.

Motion by Anfinson, seconded by Biedermann, to adjourn.

Meeting adjourned at 7:05p.

X

Joshua Maas

Mayor - City of Horicon



Dodge County Land Resources and Parks Department

127 East Oak Street · Juneau, WI 53039-1329
PHONE: (920) 386-3700 · FAX: (920) 386-3979
EMAIL: landresources@co.dodge.wi.us



DATE SENT TO CITY: JUNE 30, 2023

**DEADLINE FOR
CITY DENIAL:** JULY 29, 2023

LETTER OF INTENT NOTIFICATION

Please find attached a copy of the minor subdivision letter of intent(s) submitted to our department for approval.

<u>NAME</u>	<u>CITY</u>	<u>ACTIVITY NUMBER</u>
LYNN & RAY AUMANN	HORICON	2023-0522

Please notify our department of your City's position on the enclosed letter(s) of intent. If your City does not return the completed form by the above deadline or file a request that the County review be delayed until a date after which your City has reviewed the proposal, we will assume that the City is in favor of the land division request and we will then proceed with scheduling County Planning Committee review at their next available meeting.

CONTACT: Land Resources and Parks Department
ATTN: Land Division
127 E. Oak Street
Juneau, WI 53039

Phone: (920) 386-3700
FAX: (920) 386-3979

Thank you!

CITY'S RECOMMENDATION

APPROVE DENY NO RECOMMENDATION

LAYOVER TO DATE: August 15, 2023
PC meets 8/14/23

COMMENTS: _____

CITY REPRESENTATIVE



DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT

127 E OAK STREET • JUNEAU, WI 53039
 PHONE: (920) 386-3700 • FAX: (920) 386-3979
 E-MAIL: landresources@co.dodge.wi.us

MINOR LAND DIVISION
 LETTER OF INTENT FORM

THIS AREA FOR OFFICE USE ONLY	
Activity No. 230522	Expiration Date
Application Date: 6/29/2023	Receipt #: 7482-0014

Application Fee: \$75 (Non-Refundable)

NAMES & MAILING ADDRESSES		PROPERTY DESCRIPTION					
Applicant (Agent) Lynn & Ray Aumann		Parcel Identification Number (PIN) 034-1115 1131-000					
Street Address N6666 N. Grove Rd.		Town Oak Grove		T	N	R	E
City • State • ZipCode Juneau WI 53039		1/4 NE	1/4 SW	Section 11	Acreage of Parent Parcel 40	Acreage of Proposed Lot(s) 4?	
Property Owner (If different from applicant) SAME		Subdivision (Name, lot and block) or CSM # (Volume/Page/Lot)					
Street Address		Site Address Of Property (DO NOT Include City/State/ZipCode)					
City • State • ZipCode		Is this property connected to public sewer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					

CONTACT PERSON

Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application.

Name **Ray Aumann** Daytime Phone **(262) 707-4812**

CURRENT PROPERTY USE	PROPOSED USE
<input type="checkbox"/> Vacant Property <input type="checkbox"/> Single Family Residential <input type="checkbox"/> Duplex (Two-Family Residential) <input type="checkbox"/> Multi-Family Residential • Number of residential units: _____ <input checked="" type="checkbox"/> Active Working Farm Operation <input type="checkbox"/> Recreational / Wetlands / Wooded Parcel <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) <input checked="" type="checkbox"/> Other (Describe Below) Old Foundation & Overgrown Trees	<input checked="" type="checkbox"/> Single Family Residential <input type="checkbox"/> Duplex (Two-family Residential) <input type="checkbox"/> Multi-Family Residential • Number of residential units: _____ <input type="checkbox"/> Agricultural Use Only – No residential structures <input type="checkbox"/> Open Space Recreational / Wetlands - No residential structures <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) <input type="checkbox"/> Other (Describe Below)

A SKETCH PLAN SHOWING THE PROPOSED LAND DIVISION IS REQUIRED TO BE SUBMITTED WITH THIS APPLICATION.

CERTIFICATE

I, the undersigned, hereby apply for Minor Land Division approval and certify that all the information both above and attached is true and correct to the best of my knowledge. I hereby authorize members of the Dodge County Land Resources and Parks Department to enter the above-described property for purposes of obtaining information pertinent to my request.

Contact Person (Print) **Ray Aumann** Daytime Contact Phone **(262) 707-4812** Email: **rayandlynn@30**
 Signature **Ray Aumann** Date **6-27-2023** **yakwu.com**

OFFICE USE ONLY

CUP Required (App _____) REZONE Required (App _____) Restriction Release Required

Notes:

APPROVED DENIED LAND RESOURCES AND PARKS DEPARTMENT

Date _____

DC QMap

The data used to create this map was derived from various sources. Information and data from any source, including aerial photography, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.

1123-000
40 ac.

1124-000
40.64 ac.

1114-000
62 ac.

1132-000
40 ac.

1131-000
40 ac.
TOWN OF
OAK GROVE

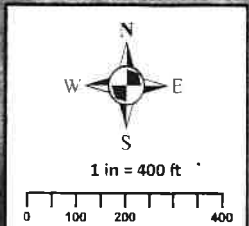
1113-000
5.91 ac.

1142-000
40 ac.

1133-000
37.82 ac.

1134-000
35.03 ac.

1143-000
40 ac.



N GROVE RD

Dodge County Land Resources & Parks

General		WI Historical Society		Floodplain / Wetland		County Zoning			
Urbanized Roads	Historic Structures	FEMA Floodplain/Storage/Dam Shadow	Planned Unit Development	General Commercial	Soils	Archaeological Sites	DNR Wetland Areas/Points	Hartford Extraterritorial	Extensive Commercial
Airport Ordinance 3-Mile Buffer	Survey Areas	Shoreland Zoning Buffer	General Agricultural	Light Industrial	Sewer Service Areas	Active Mining Area	Lakes/Ponds/Sloughs	Prime Agricultural	Industrial
Highly Developed Shoreline	Approved Mining Area	Rivers/Streams/Creeks	One Family Residential	Waterbody	Elevation Contours	Mine Property Boundaries	Multi-Family Residential	Two Family Residential	ROW/City/Village
			Multi-Family Residential						

Chris Spilker

From: Jim Hartung - Valido Homes <jim@validohomes.com>
Sent: Thursday, August 10, 2023 2:51 PM
To: 'Steve Black'; 'Froh, Robert'
Cc: 'Neitzel, Donald'; Chris Spilker; Kristen Jacobson
Subject: RE: FW: marketing sign
Attachments: image0.jpeg; image1.jpeg

Attached is pic of both sides of sign. There will most likely also be a directional arrow underneath sign pointing towards subdivision

Thanks,

Jim

Jim Hartung

VALIDO  HOMES

www.validohomes.com

Valido Homes, Inc.

353 Forest Grove Drive

Suite 105

Pewaukee, WI 53072

920-345-3455 Sales Office

262-691-7707 Direct Line

414-416-8515 Cell

From: Steve Black [mailto:steve@validohomes.com]
Sent: Wednesday, August 9, 2023 4:22 PM
To: Froh, Robert <rfroh@geo-logic.com>
Cc: Jim Hartung <jim@validohomes.com>; Neitzel, Donald <dneitzel@geo-logic.com>; Chris Spilker <cspilker@cityhoriconwi.us>; Kristen Jacobson <kjacobson@horiconwi.gov>
Subject: Re: FW: marketing sign

Working on providing a file with the sign graphics on it, attached is the sign placement schematic you requested, thanks

On Wed, Aug 9, 2023 at 9:50 AM Froh, Robert <rfroh@geo-logic.com> wrote:

Jim,

Sorry for the urgency, but the city needs the location of sign placement on property and graphics with dimensions of sign. Show location with dimensions from lot lines. With this being on the corner of an intersection it should be 25' from lot line off of Cityview Blvd and 10 ft from lot line off of hwy 33. I need this info by this afternoon for it to get placed on the next planning commission mtg.

LOT & HOME PACKAGES

scan QR CODE for details:



JODI MALLAS
920-539-0448



Built by: VALIDO  HOMES

Jim thanks for stopping in and chatting today! To recap our conversation, it appears the sign would not be exempt from a building permit as it will sit on property not located within your ownership. However it is a temporary sign so that adds a unique element as well. I did copy Rob Froh, Building Inspector, on this so he can have a bit of a heads up that this will be coming his way as it may require a building permit.

Kristen M. Jacobson
City Clerk-Treasurer
City of Horicon
Phone 920-485-3500 ext 3504
Fax 920-485-3503
kjacobson@horiconwi.gov

From: Jim Hartung - Valido Homes <jim@validohomes.com>
Sent: Tuesday, June 27, 2023 5:52 PM
To: Kristen Jacobson <kjacobson@horiconwi.gov>; 'Neitzel, Donald' <dneitzel@geo-logic.com>; 'Fred Schwertfeger' <FredS@Horiconbank.com>
Cc: steve@validohomes.com
Subject: marketing sign

Hi All, we have previously talked to Fred about installing a 4 x 8 marketing sign for the subdivision to be located on Fred's land along Hwy 33 as shown below. I highlighted a red square as to where we'd like to place the sign. The reason for the email is to see what, if any, approvals / permits would be needed for this and to also find out if there are any utilities running through that area we should be aware of. The sign will be installed on wooded posts however will not be anchored in concrete. They will just be driven into the ground therefore creating a non-permanent sign. The sign will be promoting the subdivision and housing available within it. Please advise.

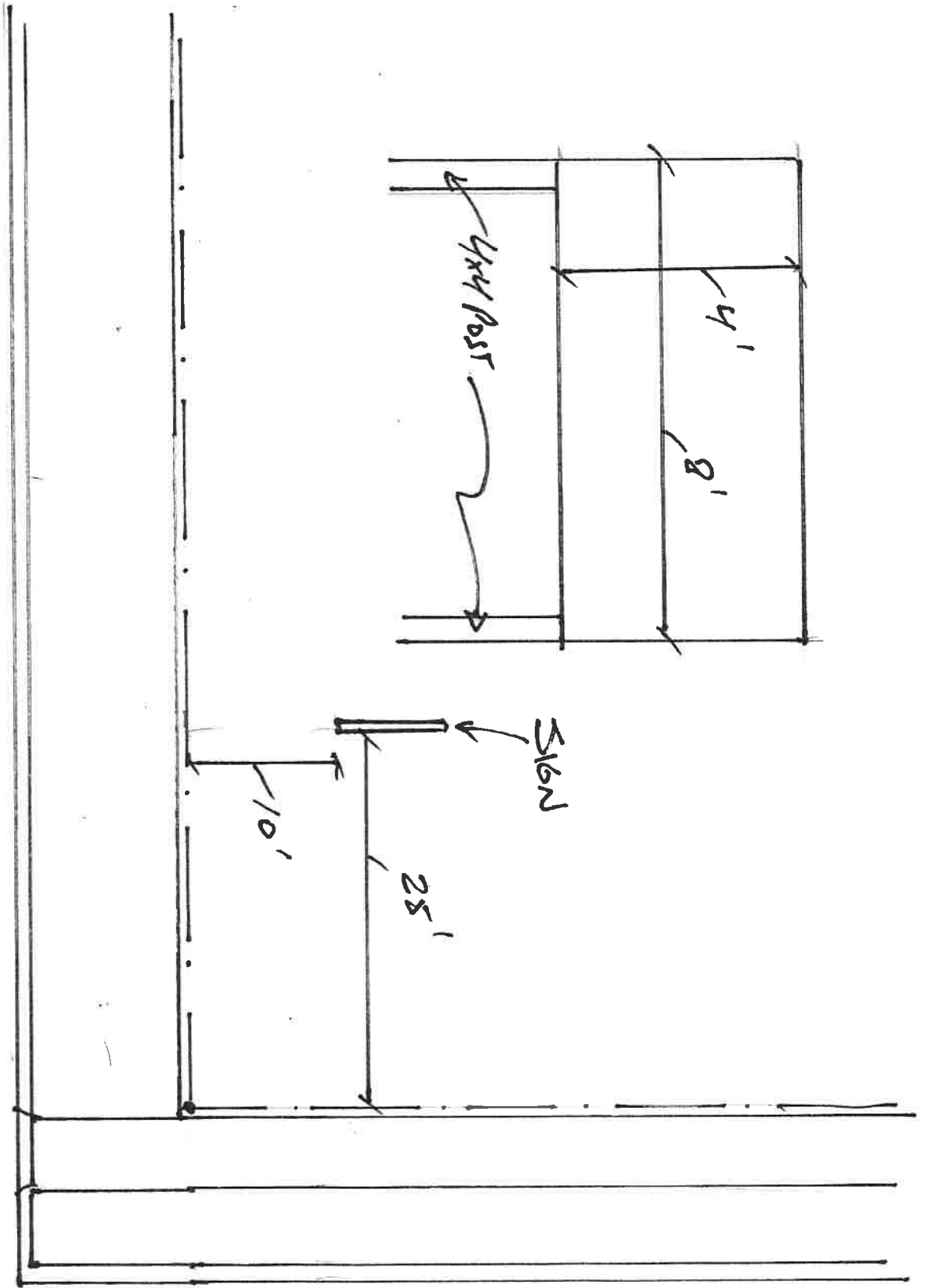


Thanks,

Jim

Jim Hartung

HWY 33



CITYVIEW

PC meeting
8/14/23.

Kristen Jacobson

From: Froh, Robert <rfroh@geo-logic.com>
Sent: Friday, July 7, 2023 11:49 AM
To: Kristen Jacobson; Jim Hartung - Valido Homes; Neitzel, Donald; 'Fred Schwertfeger'
Cc: steve@validohomes.com
Subject: RE: marketing sign

All,

Per the ordinance below you are allowed a sign off premises up to (9) months but it still has to go before planning commission for approval. No permit is required thru building inspection dept.

Jim,

Submit drawings showing the specific design, appearance and location of the sign to the City so it can get scheduled on the next Planning Commission mtg for approval.

Per 13-1-103 Signs Excepted (i).

A sign for the purpose of designating a new building or development, for promotion of a subdivision, for announcement of a special event or for similar special informational purposes may be permitted for a limited period of time in any district with the approval of the Plan Commission and subject to the following:

- (1) Drawings showing the specific design, appearance and location of the sign shall be submitted to the Plan Commission for approval.
- (2) The permitted size and location of any such sign shall be at the discretion of the Plan Commission based upon the character of the area, the type and purpose of the sign and the length of time permitted.
- (3) Where the sign is to be located on the premises involved, such may be permitted for a period up to one (1) year. An extension may be permitted for a period not to exceed two (2) years total.
- (4) Where the sign is not to be located on the premises involved, such sign may be permitted for a period not to exceed nine (9) months.

Respectfully,

Robert Froh

Building Inspector/Zoning Administrator

entrance to a building or extending along and projecting beyond the building's wall and generally designed and constructed to provide protection against weather.

- (m) **Nonconforming Sign.** Any sign which does not conform to the regulations of this Article.
- (n) **Portable Sign.** Any sign not permanently attached to the ground which is designed to be easily moved from one location to another.
- (o) **Projecting Sign.** Any sign extending more than eighteen (18) inches, but less than five (5) feet from the face of a wall or building.
- (p) **Real Estate Sign.** Any sign which is used to offer for sale, lease or rent the property upon which the sign is placed.
- (q) **Roof Sign.** Any sign erected upon or over the roof or parapet of any building.
- (r) **Temporary Sign.** Any sign intended to be displayed for a short period of time, including real estate, political or construction site signs, and banners, decorative-type displays or anything similar to the aforementioned.
- (s) **Wall Sign.** Any sign attached to, erected on or painted on the wall of a building or structure and projecting not more than eighteen (18) inches from such wall.
- (t) **Window Sign.** Any sign located completely within an enclosed building and visible from a public way.

Sec. 13-1-102 Sign Permit Required.

Except those specified in Section 13-1-103, no signs shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered without a building permit and without being in conformity with the provisions of this Article. The sign shall also meet all other structural requirements of other applicable codes and ordinances of the City of Horicon.

Sec. 13-1-103 Signs Excepted.

All signs must have a building permit, except the following, provided that the following exempt signs may not be located over a public road right-of-way or in, on or over public water:

- (a) Signs over show windows or doors of a nonconforming business establishment announcing without display or elaboration only the name and occupation of the proprietor and not to exceed two (2) feet in height and ten (10) feet in length.
- (b) Real estate signs not to exceed eight (8) square feet in area which advertise the sale, rental or lease of the premises upon which said signs are temporarily located.
- (c) Name, occupation and warning signs not to exceed four (4) square feet located on the premises.
- (d) Bulletin boards for public, charitable or religious institutions not to exceed eight (8) square feet in area located on the premises.

- (e) Memorial signs, tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of metal and affixed flat against the structure.
- (f) Official signs, such as traffic control, parking restriction, information and notices.
- (g) Temporary signs, when authorized by the Building Inspector, for a period not to exceed thirty (30) days.
- (h) A sign identifying a planned shopping center grouping may be permitted with the approval of the Plan Commission, and the Commission may, in such case, modify the regulations applicable to the height, size and location of such sign consistent with the spirit and intent of the regulations.
- (i) A sign for the purpose of designating a new building or development, for promotion of a subdivision, for announcement of a special event or for similar special informational purposes may be permitted for a limited period of time in any district with the approval of the Plan Commission and subject to the following:
 - (1) Drawings showing the specific design, appearance and location of the sign shall be submitted to the Plan Commission for approval.
 - (2) The permitted size and location of any such sign shall be at the discretion of the Plan Commission based upon the character of the area, the type and purpose of the sign and the length of time permitted.
 - (3) Where the sign is to be located on the premises involved, such may be permitted for a period up to one (1) year. An extension may be permitted for a period not to exceed two (2) years total.
 - (4) Where the sign is not to be located on the premises involved, such sign may be permitted for a period not to exceed nine (9) months.
- (j) Signs designating entrances, exits, service areas, parking areas, restrooms and other such signs relating to functional operation of the building or premises shall be permitted without limitation other than reasonable size and necessity.
- (k) Signs not exceeding one (1) square foot in area and bearing only property numbers, post box numbers or names of occupants of premises.
- (l) Flags and insignia of any government, except when displayed in connection with commercial promotion.
- (m) Legal notices, identification information or directional signs erected by governmental bodies.
- (n) Integral decorative or architectural features of buildings, except letters, trademarks, moving parts or moving lights.
- (o) Signs directing and guiding traffic and parking on private property, but bearing no advertising matter.

Sec. 13-1-104 Signs Permitted.

Signs are permitted in the commercial districts and the industrial districts subject to the following restrictions: