

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
December 19, 2013**

CALL TO ORDER: Chairman Truttmann called the regular meeting to order at 6:30 p.m. PRESENT: Roger Truttmann, Kevin Budsberg, Wayne Duerst, Mike Marty and Colleen Bell. ABSENT: Suzi Janowiak and Beth Alderman. ALSO PRESENT: Jesse Maynard, Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

APPROVAL OF AGENDA: Kevin Budsberg moved to approve the agenda as presented, second by Mike Marty. Motion carried.

APPROVAL OF OCTOBER 24, 2013 MINUTES: Kevin Budsberg moved to approve the minutes of October 24, 2013, second by Wayne Duerst. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – JESSE MAYNARD (PLANET WISE, INC): Jesse Maynard is proposing to construct an 86' x 36' addition onto the south side of his existing building at 215 Industrial Drive. The addition was presented in the original site plan of the facilities in 2011 as a future expansion. A variance was granted for the setbacks on the east and west sides of the property when the original building was constructed. The addition matches the existing building on the east and west side which keeps within the granted variance to the setbacks. The setback to the south side of the building conforms to village code. There will also be six new parking stalls to the south of the addition. Access to the parking stall will be from Hoesly Drive. Mr. Maynard indicated that his property extends 10' to the south and will serve as the driveway into the new parking area. Motion by Kevin Budsberg to recommend approval of the site plan for Jesse Maynard as presented, second by Mike Marty. Motion carried. Colleen Bell recused herself from discussion and vote of the agenda item.

BUILDING INSPECTOR REPORT: The Commission reviewed the October 2013 and November 2013 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Mike Marty to adjourn, second by Kevin Budsberg. Motion carried. Time 6:38 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
October 24, 2013**

CALL TO ORDER: Chairman Truttmann called the regular meeting to order at 6:30 p.m. PRESENT: Suzi Janowiak, Kevin Budsberg, Beth Alderman, Wayne Duerst and Roger Truttmann. ABSENT: Mike Marty. ALSO PRESENT: Don Neff, Angela Neff, Art Sandridge (Construction Solutions Midwest), Greg Engen, Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

APPROVAL OF AGENDA: Wayne Duerst moved to approve the agenda as presented, second by Kevin Budsberg. Motion carried.

APPROVAL OF SEPTEMBER 26, 2013 MINUTES: Kevin Budsberg moved to approve the minutes of September 26, 2013, second by Beth Alderman. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – DON & ANGELA NEFF (NEW GLARUS WASCHER CENTER & STORAGE): The Neffs are proposing to construct a multiple use facility to include a car wash, dog wash, Laundromat, and mini warehouse storage units on property located directly south of New Glarus Hardware (property also owned by the Neffs). Art Sandridge, project manager for the development gave an overview of the site plan submittal. The property will be accessed by the existing driveway of the New Glarus Hardware store. Parking will be provided in front of Laundromat and will be separated by a curb island to

include low plants. The car wash consists of two bays with the option of adding a third bay in the future. The entrance area of the car wash can accommodate four cars stacked in front of each bay. There will be a total of six light poles on the property with three located in the front of the property and three along the south perimeter. There will also be lighting coming off the building and storage units. All lighting will be contained on the site. The property is located in the floodplain and the site will need to be raised 2-1/2' to 3' to be released from the floodplain. A retention basin will be placed along the Legler creek to contain stormwater runoff from the property. The drainage ditch from the retention basin on the hardware store property will be relocated to the Little Sugar River; currently it runs through the property of the proposed development. Mr. Sandridge noted that he met with the Village Engineer and they will be providing final calculation regarding stormwater to the Village Engineer. It was noted that a portion of the access drive around the storage units is positioned into the hardware store property. It was discussed whether the lot line codification to allow for the access drive be accomplished with an easement or certified survey map. Administrator Owen stated a certified survey map would be more appropriate. Administrator Owen pointed out that the Neffs are receptive to Building Inspector Mike Fenley's review comments that suggested lighting along the access drive and a stop sign placed where the drive intersects with the hardware store driveway. The Design Review Committee has approved the Swiss design that was presented for the development. It was asked if the Swiss design was applied to the area facing the State Trail. Only the three visible sides to the highway contain the Swiss design. Signage was also questioned and Mr. Sandridge explained that the design hasn't been completed, but will he return with a sign submittal. Mr. Sandridge stated since they need to return with additional details to the site plan they are just asking tonight for conditional approval for the concept of the site plan so the Neffs can move forward with the financing of the project. Motion by Beth Alderman to recommend approval of the concept of the site plan for Don and Angela Neff with condition that they return with a detailed proposal for final approval, second by Suzi Janowiak. Motion carried. It was noted that a CSM would also be submitted to codify the lot line issue with the access drive.

BUILDING INSPECTOR REPORT: The Commission reviewed the September 2013 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Suzi Janowiak to adjourn, second by Wayne Duerst. Motion carried. Time 6:58 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
September 26, 2013**

PUBLIC HEARING – CONDITIONAL USE – DON & ANGELA NEFF:

PRESENT: Roger Truttmann, Mike Marty, Wayne Duerst and Kevin Budsberg. Absent: Beth Alderman and Suzi Janowiak. ALSO PRESENT: Don and Angela Neff and Village Administrator Nicholas Owen

Chairman Roger Truttmann opened the public hearing at 6:30p.m. With no public comment Kevin Budsberg moved to close the public hearing, 2nd by Wayne Duerst. Motion carried at 6:32 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttmann called the regular meeting to order at 6:33 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA: Kevin Budsberg moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

APPROVAL OF AUGUST 29, 2013 MINUTES: Kevin Budsberg moved to approve the minutes of August 29, 2013, 2nd by Wayne Duerst. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF CONDITIONAL USE – DON & ANGELA NEFF: Administrator Owen explained that the only permitted use in the C-2 zoning is a commercial office building and that all three uses proposed by the Neff's are permitted conditional uses. The committee discussed the joint access through the

Hardware store's driveway and the dog wash component of the development. Motion by Kevin Budsberg to approve the Conditional Use request of Don and Angela Neff to allow a Car Wash/Laundromat/Dog-Pet Wash/Rental Storage Units establishment in the C-2 Highway Commercial District, 2nd by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORT: The Commission reviewed the August 2013 Building Permit Issuance Report.

ADJOURNMENT: Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 6:37 p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
August 29, 2013**

CALL TO ORDER: Chairman Truttman called the regular meeting to order at 6:30 p.m. PRESENT: Suzi Janowiak, Kevin Budsberg, Beth Alderman, Wayne Duerst and Roger Truttman. ALSO PRESENT: Brooke Skidmore and Wanda Legler (The Growing Tree Academy) and Administrator Nicholas Owen

APPROVAL OF AGENDA: Suzi Janowiak moved to approve the agenda as presented, 2nd by Wayne Duerst. Motion carried.

APPROVAL OF JULY 25, 2013 MINUTES: Suzi Janowiak moved to approve the minutes of July 25, 2013, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION: SITE PLAN AMENDMENT/DUMPSTER LOCATION FOR GROWING TREE ACADEMY: The Growing Tree Academy is requesting amendment of the site plan for their daycare facility to move the dumpster from the western end of their parking lot to the eastern end. They feel that moving the dumpster farther away from the adjacent houses to the west will provide for better aesthetics for the neighbors. The dumpster will be placed on a concrete pad and screened by a fence. Motion by Beth Alderman to recommend approval of the amended site plan to move the dumpster location, second by Wayne Duerst. Motion carried.

BUILDING INSPECTOR REPORT: The Commission reviewed the July 2013 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Suzi Janowiak to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 6:37 p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
July 25, 2013**

PUBLIC HEARING – VARIANCE REQUEST – JOSHUA SMITH:

PRESENT: Roger Truttman, Beth Alderman, Suzi Janowiak and Kevin Budsberg. Absent: Mike Marty, Wayne Duerst and Marc Barnaby. ALSO PRESENT: Josh Smith, Theresa Bezdecny, Rod Marty, Doug Longmore, Julie Reeves, Chris Lenkiewicz, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:45 p.m. The variance request of Joshua Smith is to be able to construct a 4' picket fence around his property that would extend into the front

yard setback. Municipal code doesn't allow for fencing into the front setback area as extended by the side lot lines. They especially would like fencing along the property line on 8th Avenue since the area is steep. Mr. Smith's wife has some health concerns, and feels that without fencing around the property she wouldn't feel secure watching their nephews, nieces and pets playing in the yard. Neighbors that were present all expressed that they had no concerns with the construction of the fence. With no further public comment Kevin Budsberg moved to close the public hearing, 2nd by Beth Alderman. Motion carried at 6:54 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttman called the regular meeting to order at 6:54 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA: Suzi Janowiak moved to approve the agenda as presented, 2nd by Kevin Budsberg. Motion carried.

APPROVAL OF JUNE 27, 2013 MINUTES: Beth Alderman moved to approve the minutes of June 27, 2013, 2nd by Suzi Janowiak. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF VARIANCE REQUEST – JOSHUA SMITH: Beth Alderman questioned if there would be any maintenance issues for the Village (i.e. snow plowing) with the fence. She also questioned if there needed to be a setback from the neighboring properties to allow for mowing. Administrator Owen replied that there wouldn't be any issues since the fence would be 16' from the street and code allows for fences to be placed along lot lines. Motion by Beth Alderman to approve the variance request for Joshua Smith, 2nd by Suzi Janowiak. Motion carried.

BUILDING INSPECTOR REPORT: The Commission reviewed the June 2013 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Kevin Budsberg to adjourn, 2nd by Suzi Janowiak. Motion carried. Time 7:03 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING June 27, 2013

CALL REGULAR MEETING TO ORDER

Chairman Truttman called the regular meeting to order at 6:30 p.m. PRESENT: Roger Truttman, Suzi Janowiak, Wayne Duerst, Mike Marty and Kevin Budsberg. Beth Alderman arrived at 6:35 p.m. Absent: Marc Barnaby. ALSO PRESENT: Deb Carey, Village Administrator Nicholas Owen and Deputy Clerk Barbara Roesslein.

APPROVAL OF AGENDA

Kevin Budsberg moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

APPROVAL OF APRIL 25, 2013 MINUTES

Mike Marty moved to approve the minutes of the April 25, 2012 meeting, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – NEW GLARUS BREWING COMPANY (119 CTH W)

The site plan submitted by the New Glarus Brewing Company is for the construction of a storage cellar onto the north and east side of their existing building at the Riverside facility. Administrator Owen briefed the Commission on the review letter received from Strand Associates (Village Engineer) and the response from JSD Professional Services (New Glarus Brewing Engineer). All concerns have been addressed. Motion by Suzi Janowiak to recommend approval to the Village Board the site plan for the New Glarus Brewing Company. Motion 2nd by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the April and May 2013 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Beth Alderman. Motion carried. Time 6:40 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING April 25, 2013

PUBLIC HEARING – VARIANCE REQUEST – RANDY & SHERRY DREGER:

PRESENT: Roger Truttmann, Mike Marty, Wayne Duerst, Suzi Janowiak and Kevin Budsberg. Absent: Beth Alderman and Marc Barnaby. ALSO PRESENT: Randy, Sherry and Kennedy Dreger, Jeff Babler, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Roger Truttmann opened the public hearing at 6:30 p.m. Randy Dreger stated that they are in the process of purchasing the Whistle Stop at 400 Railroad Street. Their proposed plan is to pour a cement slab off of the south side of the existing building to accommodate a popcorn wagon, which his wife Sherry will operate as a food cart. A garage would be constructed to the north of the building for owner parking and to store the popcorn wagon and supplies. With limited space on the property they are requesting a variance to be able to build the garage 17 feet into the required 20 foot rear yard setback. Mr. Dreger added that they would also like to request purchasing an additional 17 feet of property to the north of the existing property from the Village to use as a driveway for the second story tenant. The construction of the garage eliminates the current driveway. With no public comment Suzi Janowiak moved to close the public hearing, 2nd by Mike Marty. Motion carried at 6:35 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttmann called the regular meeting to order at 6:35 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA: Chairman Truttmann moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

APPROVAL OF MARCH 28, 2013 MINUTES: Kevin Budsberg moved to approve the minutes of March 28, 2013, 2nd by Suzi Janowiak. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF VARIANCE REQUEST – RANDY & SHERRY DREGER: It was questioned if the purchase of additional property from the Village was pertinent to the variance request. The purchasing issue is separate and doesn't affect the variance request. Mr. Dreger informed the Commission that in surveying the property it was discovered that a deed restriction with the DNR existed within parcel 3 of the property. This is the area where the proposed garage would be built. To be able to purchase the property the deed needs to be removed. Mr. Dreger has been working with the DNR to resolve this issue. The DNR has been very cooperative and has forwarded the release to their legal department. Mr. Dreger was told that he would have an answer from the DNR within a few days. Mr. Dreger is asking for approval of the variance contingent on approval from the DNR to release the deed restriction. Motion by Kevin Budsberg to approve the variance request for Randy and Sherry Dreger, 2nd by Suzi Janowiak. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW: RANDY & SHERRY DREGER: Randy Dreger gave an overview on the proposed renovations he would be making to the exterior of the structure. The renovations would include a new roof, siding, windows and gutters. The second story would be reinsulated. He will be removing the awning on the south face of the second story of the building. On the north side of the building he will be replacing the existing stairway and constructing a garage. He plans on replacing all the gravel around the building with concrete. The interior would be updated and a central furnace and

cooling system would be installed to services both levels of the building. Landscaping would be evened out with arborvitaes. As mentioned earlier in the meeting, if the Village would approve the purchase of the additional 17 feet of Village property this would be used for the tenant driveway. There is no other onsite parking available on this property. Administrator Owen noted that the Dreger's request to purchase property from the Village will come before the Village Board at their May meeting. Mr. Dreger added that if the purchase would be allowed he would consider consolidating the parcels to simplify the property lines. Motion by Kevin Budsberg to recommend approval of the site plan for Randy and Sherry Dreger, 2nd by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORT: The Commission reviewed the March 2013 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Mike Marty to adjourn, 2nd by Wayne Duerst. Motion carried. Time 6:56 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
March 28, 2013**

PUBLIC HEARING – VARIANCE REQUEST – NEW GLARUS BREWING CO:

PRESENT: Jim Salter, Mike Marty, Wayne Duerst, Beth Alderman, Marc Barnaby and Kevin Budsberg.
Absent: Suzi Janowiak. ALSO PRESENT: Gene Post (Potter Lawson, Inc.), Katherine Carey (Potter Lawson, Inc.), Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Jim Salter opened the public hearing at 6:30 p.m. The New Glarus Brewing Company is requesting a variance to exceed the maximum building height for a cellar addition at their Hilltop facility. With no public comment Kevin Budsberg moved to close the public hearing, 2nd by Beth Alderman. Motion carried at 6:32 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:32 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA

Kevin Budsberg moved to approve the agenda as presented, 2nd by Wayne Duerst. Motion carried.

APPROVAL OF OCTOBER 25, 2012 MINUTES:

Beth Alderman moved to approve the minutes of October 25, 2012, 2nd by Kevin Budsberg. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF VARIANCE REQUEST – NEW GLARUS BREWING CO:

Administrator Owen stated that staff has reviewed the variance request and since the height will not exceed the current building no issues are anticipated. Motion by Beth Aldermen to approve the variance request for New Glarus Brewing Company, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW: NEW GLARUS BREWING CO: Administrator Owen stated that the submitted site plan is for an addition to the Hilltop facility for production purposes. Commission members questioned if stormwater issues have been addressed. Administrator Owen noted these issues were taken care of and confirmed in the comments from the engineers attached to the Plan Commission agenda packet. Motion by Kevin Budsberg to recommend approval of the site plan for the New Glarus Brewing Company, 2nd by Beth Aldermen. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the January and February 2013 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 6:40 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION – INFORMAL DISCUSSION
January 24, 2013**

Due to lack of quorum the regular meeting was not held. Informal discussion did take place with the following present: Jim Salter, Wayne Duerst, Kevin Budsberg, Jim Gempeler, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

DISCUSSION: PRELIMINARY SITE PLAN REVIEW – JIM GEMPELER

Administrator Owen relayed that Mr. Gempeler is looking into purchasing the former gas station property located at 12 – 2nd Street, which is north of Flannery's. His plan is to renovate the property into a single family dwelling and would like input from the Plan Commission on their receptiveness to the project before he acquires the property. Due to the proximity of 2nd Street to the existing building a variance would probably be needed to the Village's street yard requirements. Mr. Gempeler laid out his plan on how he would utilize the existing structures on the property into living space and a garage. He would like to add approximately 3' to front of the structure rather than to the rear since the river runs through the back of the property. If the structure is too close to the river this could raise issues with the WI DNR. Mr. Gempeler noted that the property appears on the FEMA maps, but he had new elevations taken which shows the property isn't within the floodplain. He would apply to have it removed from the FEMA maps if he moves forward with the purchase of the property. When asked if there was a possibility of gas tanks buried on the property he responded that the current owner has paperwork that indicates the tanks were removed and the area was cleaned out. Mr. Gempeler has been in contact with the WI DNR regarding the gas tanks. A staff member from the DNR came out to the property with scanning equipment and even though the equipment registered something in the ground it was believed that it could be the re-bar in the cement foundation of the existing garage. The Plan Commission members that were in attendance were encouraged by the prospect of improvements to this property. Mr. Gempeler will return to a regular meeting of the Plan Commission once he is ready to move forward with the purchase of the property.

Submitted by: Barbara Roesslein

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