

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
DECEMBER 10, 2015**

PUBLIC HEARING – CONDITIONAL USE – COOPERSVILLE, LLC

PRESENT: Roger Truttman, Suzi Janowiak, Beth Alderman, Kevin Budsberg, Colleen Bell, and Laci Bainbridge. ABSENT: Mike Marty. ALSO PRESENT: Rachel Marty, Inga J. Marty, Theresa Colney, Mike Colney, Brandon Johnson, Craig Patchin (Transect, LLC), Aaron Holverson (Holverson Design), Matthew Pantzlaff (Coopersville, LLC), Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:30 p.m. Matthew Pantzlaff of Coopersville, LLC is requesting to renew an existing Conditional Use Permit for the property at 413 6<sup>th</sup> Avenue (Schoolhouse Apartments), which allows multiple family use. With the recent change of ownership of the apartment complex, the Code requires a new CUP be approved for the new owner.

With no public comments Beth Alderman moved to close the public hearing, 2<sup>nd</sup> by Kevin Budsberg. Motion carried at 6:32 p.m.

PUBLIC HEARING – VARIANCE REQUEST – TRANSECT, LLC

PRESENT: All those present for the first public hearing and Mike Marty.

Chairman Roger Truttman opened the public hearing at 6:32 p.m. Craig Patchin of Transect, LLC is proposing renovations to the former Flannery's building at 114 2<sup>nd</sup> Street. The project would be part of the new TID #4 and would include adding a new restaurant and eight (8) dwelling units (two (2) on the lower level and six (6) on the upper level). The variance request is to allow more density to the property. If the applicant isn't able to vary from the square footage requirement of not less than 4,350 square feet per dwelling unit the project will be unfeasible.

Public comments were received regarding offsite parking, business model for the restaurant, style of apartments, type of tenants, timeline of the project and fencing surrounding the existing patio.

Offsite parking would include the current parking in front of building as well as the possibility of converting some Village land behind the rear alley way into a parking lot. The proposed parking lot would include 8 to 12 parking stalls. The applicant is in negotiations with the Village on either purchasing or lease the land for parking. Mr. Patchin noted that he wants to be a good neighbor and would prevent tenants and employees from utilizing the parking in front of the property.

The proposed restaurant space would be half the size of the previous restaurant to accommodate for the proposed lower level apartments. Mr. Patchin would be leasing out the restaurant space to a Gastro Pub type establishment.

The apartments would consist of efficiency, studio and two bedroom apartments. Mr. Patchin would manage the properties. There would be stairs both to the front and back of building to access the apartments. These apartments will not be section eight apartments. The fencing surrounding the patio would be replaced. Mr. Patchin is looking at a completion date of this coming Spring for the renovations to the property.

With no further public comments Kevin Budsberg moved to close the public hearing, 2<sup>nd</sup> by Suzi Janowiak. Motion carried at 6:47 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Roger Truttman called the regular meeting to order at 6:47 p.m. PRESENT: All those present at the public hearing.

APPROVAL OF AGENDA: Motion by Laci Bainbridge to approve the agenda as presented, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

APPROVAL OF NOVEMBER 19, 2015 MINUTES: Suzi Janowiak moved to approve the minutes of November 19, 2015 with a correction to a typo in the second paragraph of the public hearing portion from "loss" to "lose", 2<sup>nd</sup> by Beth Alderman. Motion carried.

CONSIDERATION: CONDITIONAL USE REQUEST FOR COOPERSVILLE, LLC: The Commission discussed Zoning Administrator Mike Fenley's comments attached to the agenda packet regarding maintenance concerns as a condition of the CUP. Mr. Pantzlaff was asked if he was aware of any non-compliance issues. Mr. Pantzlaff stated when he had spoken with Mr. Fenley there wasn't any issues. The property meets Fire and ADA codes as well as the elevator being inspected quarterly. The previous owner had tuck points done to the exterior brick.

Beth Alderman moved to approve the Conditional Use Request for Coopersville, LLC and that it's up to date on any Village issued non-compliance, 2<sup>nd</sup> by Mike Marty. Motion carried.

CONSIDERATION: VARIANCE REQUEST FOR TRANSECT, LLC: Offsite parking was discussed and the availability of handicap parking. It was noted that the Village would need to seek County approval to allocate a handicap parking stall in front of the building. The proposed parking to the rear of the building would include a handicap parking stall. Discussion followed regarding the ADA ramp in front of the building. The ramp will remain the same and be updated and to include stairs. First floor apartments would be ADA compliance. A pass through the patio would allow access to the lower level apartments.

Motion by Beth Alderman, 2<sup>nd</sup> by Kevin Budsberg, to approve the Variance Request for Transect, LLC subject to the following conditions:

1. Minimum six (6) foot fence per Code.
2. No less than eight (8) offsite parking stalls.

Discussion followed whether the approval would set a precedence to the TID District. Administrator Gadow stated that a variance request is for a specific property/case. This request is an economic benefit to the community with the rehabilitation of an old building.

Motion carried.

RECOMMENDATION: SITE PLAN REVIEW: TRANSECT, LLC: The Commission discussed the patio area and emergency exits within the area. Lighting and landscaping were also discussed. Each exterior door would have lighting. It was noted that lighting should be directed to the building. With the footprint of the building not changing there will not be any additional landscaping. Mike Marty suggested that a survey be done to the property to prevent encroaching on neighboring properties since this project is part of the TID #4 District. Beth Alderman questioned if there are setbacks that need to be met with the stairwell in front of the building. Aaron Holverson replied that he wasn't aware of any requirements. Concerns regarding snow removal from the stairwell was also expressed by Beth Alderman. Mr. Holverson was asked if there were any civil plans for the project. Mr. Holverson stated there wasn't any.

Motion by Mike Marty, 2<sup>nd</sup> by Beth Alderman to table consideration of Site Plan Review for Transect, LLC subject to additional items:

1. Full survey showing existing conditions on the site and immediate adjacent to the site
2. Submittal of civil plans to include demo plan and proposed improvements.
3. Submittal of a lighting plan for the site.

Motion carried.

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

ADJOURNMENT: Motion by Mike Marty to adjourn, 2<sup>nd</sup> by Beth Alderman. Motion carried. Time 7:28 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
NOVEMBER 19, 2015**

PUBLIC HEARING – CONDITIONAL USE – NEW GLARUS HOME, INC

PRESENT: Roger Truttman, Suzi Janowiak, Beth Alderman, Kevin Budsberg, Colleen Bell, and Laci Bainbridge. ABSENT: Mike Marty. ALSO PRESENT: Kris Baumgartner, Ben Schwoerer, Rick Colby (Executive Director, New Glarus Home, Inc.), Brian Beaulieu (Edge Consulting Engineers, Inc.), Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:30 p.m. In 1994, the Village Board approved a Conditional Use Permit Planned Unit Development for the parcels located at 105 Engi Ct and 707 Haslen Drive, owned by the New Glarus Home. The approval allowed for multiple principal residential structures on these parcels. The applicant is requesting that the boundaries of the 1994 CUP PUD be amended to include the main campus building at 600 2<sup>nd</sup> Avenue. This would facilitate a proposed two story building expansion at the main building for thirty-two additional skill care units.

Ben Schwoerer expressed concern if there would be any blasting involved with the proposed expansion. He stated there was blasting involved with the Glarner Lodge project which caused one of his wells to *lose* pressure. Brian Beaulieu replied that there is no plans on any blasting with the proposed expansion. The plan is to rip any bedrock instead.

With no further public comments Kevin Budsberg moved to close the public hearing, 2<sup>nd</sup> by Beth Alderman. Motion carried at 6:35 p.m.

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

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

APPROVAL OF OCTOBER 22, 2015 MINUTES: Beth Alderman moved to approve the minutes of October 22, 2015, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

CONSIDERATION OF HOME OCCUPATION – KRIS BAUMGARTNER DBA: WISCONSIN POINT OF SALE: Kris Baumgartner is requesting a Home Occupation Permit from her residence at 201 2<sup>nd</sup> Street. The Home Occupation Permit is to allow for online sales of restaurant and retail point of sale systems out of the residence. There will one employee in addition to the owners of the property. The application has been reviewed by the Building Inspector and determined it compliant with the code. Approval is recommended by Village Staff.

Beth Alderman moved to approve the Home Occupation Application of Kris Baumgartner DBA Wisconsin Point of Sale as requested, 2<sup>nd</sup> by Colleen Bell. Motion carried.

RECOMMENDATION: LAND CONSOLIDATION BY CSM: NEW GLARUS HOME, INC.: The applicant is requesting to consolidate three parcels adjacent to each other. The creation of the new parcel would enable the proposed expansion of the main facility of the New Glarus Home at 600 2<sup>nd</sup> Avenue.

Beth Alderman moved to recommend approval to the Village Board the Land Consolidation by CSM for the New Glarus Home, Inc. to include the conditions as stated in item 1.4 A-C of the Meeting Notes for the November 19, 2015 Plan Commission Meeting (below), 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

1.4 Recommended Conditions of Approval:

- A. The Applicant shall file a copy of the approved certified survey map together with the approving resolution with the County Register of Deeds within six months of the date of the resolution of approval. All recording fees shall be paid by the Applicant.
- B. Approval of the CSM Application shall be contingent on the Village also approving the application for amendment to the existing CUP PUD and the corresponding site plan.
- C. Approval of the CSM Application shall be contingent on the Village Board approving the vacation of portions of Right of Way (ROW) of 8<sup>th</sup> Street and Halsen Drive that are included as part of the Application. The Applicant shall provide the necessary utility easements as part of the street vacation request.

CONSIDERATION: CONDITIONAL USE REQUEST FOR NEW GLARUS HOME, INC:

Beth Alderman moved to approve the Conditional Use Request for the New Glarus Home contingent that review comments are met from the Strand Associates letter dated November 10, 2015 and if blasting is required that applicant returns to the Plan Commission for approval and consideration be made for water issues caused by blasting, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW: NEW GLARUS HOME, INC:

The site plan submitted by the New Glarus Home is for an expansion to their existing main campus building at 600 2<sup>nd</sup> Avenue. The expansion consists of the construction of a two story addition for thirty-two skilled care units. The proposed project would also include a remodel of the existing facility, a re-roof of the facility, and demolition of the existing Community Based Residential Facility Building. Because of the terrain two retention ponds will be constructed rather than one. Rick Colby stated that expanding the existing building was more feasibly than constructing a brand new building. It has been very important to the New Glarus Home that local contractors are used for this project. The site plan has been reviewed by Village Engineering Consultant Patrick Rank and comments have been received. Site plan was also provided to the New Glarus Fire Department and New Glarus EMS. Beth Alderman moved to recommend approval to the Village Board the Site Plan for the New Glarus Home, Inc. as presented to include that conditions set in the Strand Associates letter dated November 10, 2015 be met, 2<sup>nd</sup> by Kevin Budsberg. Motion carried.

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

ADJOURNMENT: Motion by Beth Alderman to adjourn, 2<sup>nd</sup> by Suzi Janowiak. Motion carried. Time 6:55 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
OCTOBER 22, 2015**

CALL TO ORDER: Chairman Truttmann called the regular meeting to order at 6:30 p.m. PRESENT: Roger Truttmann, Beth Alderman, Suzi Janowiak, Kevin Budsberg, and Laci Bainbridge. ABSENT: Mike Marty and Colleen Bell. ALSO PRESENT: Glenn Kinderman, Mark Roffers (MDRoffers

Consulting), Rebecca Sargent (MDRoffers Consulting), Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

APPROVAL OF AGENDA: Motion by Suzi Janowiak to approve the agenda as presented, 2<sup>nd</sup> by Laci Bainbridge. Chairman Truttmann requested to add the election of Kevin Budsberg as Vice Chair of the Plan Commission as item #4 on the agenda. Suzi Janowiak moved to amend her motion to include the addition of the election of Kevin Budsberg as Vice Chair as item #4 on the agenda, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

ELECTION OF KEVIN BUDSBERG AS VICE CHAIR: Motion by Suzi Janowiak to elect Kevin Budsberg as Vice Chair of the Plan Commission, 2<sup>nd</sup> by Beth Alderman. Motion carried.

APPROVAL OF SEPTEMBER 24, 2015 MINUTES: Kevin Budsberg moved to approve the minutes of September 24, 2015, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

RECOMMENDATION: LAND DIVISION BY CSM – GLENN KINDERMAN [1318 ELMER ROAD]:

Administrator Gadow informed the Commission that Glenn Kinderman is requesting to divide his parcel of ten acres into two lots. At this time there isn't Village water or sewer connections to the parcel. In the future the newly created lots should connect to the Village water and sewer with the cost of the extension being the responsibility of the property owner. A variance could also be requested in lieu of connecting to the Village water and sewer.

Beth Alderman moved to recommend approval to the Village Board the Land Division by CSM of tax parcel 23-161-620.1000 including the conditions as stated in item 1.4 of the Meeting Notes for the October 22, 2015 Plan Commission Meeting (attached below), 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

RECOMMENDATION: REZONING – TAX PARCEL 23-161-43.01: Administrator Gadow informed the Commission that this item is a follow-up from the August 27<sup>th</sup> Plan Commission meeting where a variance was granted to Hans Lenzlinger for the construction of a new duplex on the property located on 2<sup>nd</sup> Street. It was discovered that half of the property is zoned C-1 Commercial and the other half is zoned R-1 Residential. In order to be consistent with the residential zoning for the proposed new duplex staff is recommending rezoning the entire parcel as R-1 Residential.

Beth Alderman moved to recommend approval to the Village Board the rezoning of tax parcel 23-161-43.01, 2<sup>nd</sup> by Kevin Budsberg. Motion carried.

DISCUSSION: UPDATE TO THE VILLAGE OF NEW GLARUS COMPREHENSIVE PLAN: Mark Roffers of MDRoffers Consulting has been contracted by the Village to assist in the update to the Village's Comprehensive Plan. Mr. Roffers gave an overview of previous projects he has been involved with the Village. Mr. Roffers explained that the update will consist of two volumes being created over two budget years. The timeline for the plan update was reviewed with the Commission providing input on potential groups to include in the process. It was noted that Mike Johnson of Green County Development Corporation was assisting in the GIS mapping for the update.

The first volume of the new Comprehensive Plan will provide an overview of the existing conditions within the community and an analysis of issues. A draft of the first volume was provided to the Commission and reviewed with Mr. Roffers. Commission members were encouraged to provide input during the meeting and submit additional comments for discussion at future meetings. Preparation of a vision statement was discussed and what the Commission envisioned for the Village by 2035.

Mr. Roffers is also meeting with the Community Development Authority on October 26, 2015 to review with them the draft of the first volume.

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

**ADJOURNMENT:** Motion by Suzi Janowiak to adjourn, 2<sup>nd</sup> by Laci Bainbridge. Motion carried. Time 8:25 p.m.

Minutes taken by: Barbara Roesslein

To: Village Plan Commissioners  
From: Bryan Gadow, AICP, Administrator  
Date: October 13, 2015

Re: Meeting Notes for October 22, 2015 Plan Commission Meeting

**1. APPLICATION OF LAND DIVISION:** Glenn Kinderman (the “Applicant”) for Land Division by CSM via § 265-14 [re: Land Divisions and Consolidations by Certified Survey Map] of the Municipal Code of the Village of New Glarus (the “Code”). Property located at 1318 Elmer Road, tax parcel 23-161-43 (the “Property”).

1.1 Background:

The Applicant has submitted an application for land subdivision by Certified Survey Map (CSM) (the “Application”) for their Property. The Property is presently ten (10) acres in size and is zoned A-1 Agricultural District. The Property does not have access to Village water and sewer, and is currently on a septic system. The resulting subdivision would create two (2) lots with the following sizes:

<b>Lot 1</b>	<b>Lot 2</b>
178,682 SF or 4.10 acres	256,852 SF or 5.90 acres

In August of 2014, the Applicant provided a preliminary proposal for the subdivision of the Property. The Plan Commission and the Village Board review the preliminary proposal and provide feedback on the concept. The Applicant requested input on whether or not the Plan Commission and Village Board would be supportive of a Variance from the requirement for extending Village water and sewer services. The Plan Commission and Board were generally in favor of the application. Not formal action of the Application occurred in 2014.

1.2 Code Requirements: §265-14 Land Divisions and Consolidations by Certified Survey Map:

A. Use of certified survey map.

(1) A certified survey map, prepared and recorded in accordance with § 236.34, Wis. Stats. and the requirements of this article, and having been approved by the Village Board, may be used in lieu of a subdivision plat to divide or consolidate lands, or dedicate lands, provided that one of the following conditions is met:

(a) The division or consolidation is of any lot, outlot, parcel, or other lands previously approved by the Village and recorded with the County Register of Deeds as a subdivision plat, certified survey, or assessor's plat which results in not more than four lots, outlots, parcels, or mortgage descriptions being created by any division or

successive division, regardless of any changes in ownership, within any five-year period; or

- (b) The division or consolidation is of any lot, outlot, parcel, or other lands previously recorded with the County Register of Deeds, including those recorded by a metes and bounds description, provided any of the resulting parcels are not less than two acres in size, and which results in not more than four lots, outlots, parcels, or mortgage descriptions being created by any division or successive division, regardless of changes of ownership, within any five-year period.
  - (2) In the event a proposed land division does not meet the above requirements, the proposed land division must be pursued as a subdivision plat.
  - (3) Except for large agricultural parcels created hereunder, the certified survey map shall include the entire original parcels of land owned or controlled by the subdivider, including those proposed for division or consolidation. The subdivider shall comply with all requirements of this chapter, including Article VI, Required Public Improvements, and Article VII, Design Standards, when a certified survey map is used. A certification of the approval of the certified survey map by the Village Board shall be inscribed legibly on the face of the map. A certificate of the Village Clerk-Treasurer stating that there are no unpaid special assessments or taxes on the lands shall be included on the certified survey map.
  - (4) The applicant for a land division shall file 15 acceptable reproductions of a certified survey map and a written application requesting approval with the Village Clerk-Treasurer.
- B. Referral to Plan Commission. The Village Clerk-Treasurer shall, within two normal workdays after filing, transmit the copies of the map and letter of application to the Plan Commission.
- C. Review by other village agencies. The Village Clerk-Treasurer shall transmit a copy of the map to all affected Village boards, commissions or departments for their review and recommendations concerning matters within their jurisdiction. Their recommendations shall be transmitted to the Plan Commission within 10 days from the date the map is filed. The map shall be reviewed by the Plan Commission for conformance with this chapter and all ordinances, rules, regulations, comprehensive plans, comprehensive plan components and neighborhood plans.
- D. Review and approval. The Plan Commission shall, within 30 days from the date of filing of the certified survey map, recommend approval, conditional approval or rejection of the map and shall transmit the map along with its recommendations to the Village Board. The Village Board shall approve, approve conditionally and thereby require resubmission of a corrected certified survey map or reject such certified survey map within

60 days from the date of filing of the map, unless the time is extended by agreement with the subdivider. If the map is rejected, the reason shall be stated in the minutes of the meeting and a written statement forwarded to the subdivider. If the map is approved, the Village Board shall cause the Village Clerk-Treasurer to so certify on the face of the original map and return the map to the subdivider.

E. Recordation.

(1) The subdivider shall file a copy of the approved certified survey map together with the approving resolution with the County Register of Deeds within six months of the date of the last resolution of approval and not later than 24 months following the date of the first resolution of approval. All recording fees shall be paid by the subdivider.

(2) No building permits shall be issued and no improvements shall be made until the certified survey is recorded and a document recording number is filed with the Building Inspector.

1.3. Additional Staff Analysis:

A. The Application can request subdivision via the CSM process rather than the standard preliminary plat process, as it complies with §265-14.A (1)(b) in that the resulting parcels after subdivision would be two (2) acres or greater.

B. The Village Code requires all developments to be on Village water and sewer. Village water and sewer are not readily available in this area, and the cost of extending water and sewer would be the responsibility of the Applicant. Alternatively, the Applicant could request approval of a Variance from the requirement of access to Village water and sewer.

1.4 Recommended Conditions of Approval:

A. The Applicant shall file a copy of the approved certified survey map together with the approving resolution with the County Register of Deeds within six months of the date of the resolution of approval. All recording fees shall be paid by the Applicant.

B. The Applicant shall connect to Village water and sewer for both Lots 1 and 2. The cost of extending water and sewer shall be the responsibility of the Applicant. Alternatively, the Applicant could request approval of a Variance from the requirement of access to Village water and sewer.

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
SEPTEMBER 24, 2015**

PUBLIC HEARING – VARIANCE REQUEST – WM SIMPSON/WRECKTIFY REAL ESTATE LLC  
PRESENT: Kevin Budsberg, Laci Bainbridge, Colleen Bell, and Mike Marty. ABSENT: Roger Truttman, Suzi Janowiak, and Beth Alderman. ALSO PRESENT: Bill Simpson (FCM Corporation), Randy Dreger, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

In the absence of Chairman Roger Truttman, Kevin Budsberg opened the public hearing at 6:35 p.m. Wm Simpson and Wrecktify Real Estate LLC are requesting a variance to the landscape ordinance in reference to their site plan review for a proposed expansion to their facilities. Due to the limited green space available on the property the proposed landscape variance requests are as follows:

Code Section	Requirement	Proposed	Variance Request
§305-135.C(1)(a) 1 large deciduous tree per 50 ft of frontage	238 ft/50 ft =  5 large deciduous trees	3 Deciduous Trees (1 Existing, 2 Proposed)	2 Deciduous Trees
§305-135.C(2) 1 large deciduous tree plus 60 pts for each 1,500 SF of paved area	33,947 SF/1,500 SF =  23 large deciduous trees and 1,358 pts	5 Large Deciduous Trees (1 Existing, 4 Proposed) and 1,110 pts	18 Large Deciduous Trees and 248 pts
§305-135.C(3) 150 pts per 100 ft of linear ft of exterior wall	628 ft/100 ft x 150=  942 pts	540 pts (Existing and Proposed)	402 pts

With no public comment Mike Marty moved to close the public hearing, 2<sup>nd</sup> by Laci Bainbridge. Motion carried at 6:36 p.m.

CALL REGULAR MEETING TO ORDER: In the absence of Chairman Roger Truttman, Kevin Budsberg called the regular meeting to order at 6:36 p.m. PRESENT: All those present at the public hearing.

APPROVAL OF AGENDA: Motion by Mike Marty to approve the agenda as presented, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

APPROVAL OF AUGUST 27, 2015 MINUTES: Mike Marty moved to approve the minutes of August 27, 2015, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

**RESULTS OF PUBLIC HEARING**

CONSIDERATION OF VARIANCE REQUEST – WM SIMPSON/WRECKTIFY REAL ESTATE LLC:

The Commission felt there is sufficient evidence for hardship with limited greenspace and the wetland area to comply with the landscape ordinance.

Mike Marty moved to approve the variance request as presented by Wm Simpson/Wrecktify Real Estate LLC, 2<sup>nd</sup> by Colleen Bell. Mike Marty moved to amend his motion to include approval per §305-104(E) of the Village Code, 2<sup>nd</sup> by Colleen Bell. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – WRECKTIFY COLLISION & RESTORATION: Item was tabled at the August 27, 2015. The applicants were asked to submit a new floorplan identifying the

work spaces to aid in calculating how many parking stalls would be required and the submission of a variance request to the landscaping ordinance. Based on the revised plan that was submitted 41 parking stalls would be required by Village Code. The applicants are providing 42 parking stalls. A temporary grading easement agreement was submitted between Wrecktify Real Estate, LLC and John Vetterli (adjacent property owner to the south) and a grading plan for the site. Village Staff recommends approval. Mike Marty asked if the easement agreement needed to be recorded. Administrator Gadow didn't believe it needed to be recorded but would look into it. Mike Marty moved to recommend approval to the Village Board the revised site plan for Wm Simpson/ Wrecktify Real Estate, LLC as presented, 2<sup>nd</sup> by Colleen Bell. Motion carried.

UPDATE/DISCUSSION: RANDY DREGER [220 RAILROAD STREET]: At the August 27, 2015 meeting Randy Dreger received approval for a variance request to the Rear Yard Setback Requirements for his property at 220 Railroad Street to expand the existing rear deck. The building was to be used for the storage of dry goods and the popcorn wagon for his restaurant (Kennedy's Ice Cream & Grill). Mr. Dreger is now proposing a new seasonal restaurant for the building, focusing on barbequed food. Mr. Dreger indicated that Building Inspector Mike Fenley had suggested he inform the Commission of his proposal even though it's allowable in the C-1 Commercial District where the property is located. He would like feedback on the proposed concept from the Plan Commission. The State of Wisconsin Health Department has done a walkthrough of the building and has given Mr. Dreger positive comments on his proposal. An excavator is determining a lateral to the Village Sewer and a connection for natural gas. Architectural drawings need to be prepared to submit to the State. Storage portions of the building will still be used for Kennedy's. Village Staff has reviewed the proposal and has determined that a formal site plan and design review would likely be necessary if the concept moves forward. The Commission was very pleased with the proposed concept and appreciated the improvements to the area.

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

ADJOURNMENT: Motion by Mike Marty to adjourn, 2<sup>nd</sup> by Laci Bainbridge. Motion carried. Time 6:46 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
AUGUST 27, 2015**

PUBLIC HEARING – VARIANCE REQUEST – BANK OF NEW GLARUS

PRESENT: Roger Truttman, Laci Bainbridge, Suzi Janowiak, Colleen Bell, Beth Alderman, Kevin Budsberg and Mike Marty. ALSO PRESENT: Debbie Hatfield (Montgomery Associates), Jon Heller (Bank of New Glarus), Ron Schaaf (Bank of New Glarus), Patrick McGowan (McGowan Architecture), Eric Gobeli, Village Trustee Peggy Kruse, Village Engineer Pat Rank, Building Inspector Mike Fenley and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:34 p.m. The Bank of New Glarus is requesting a variance on the maximum square feet allowed. The Bank of New Glarus is requesting to replace their existing sign (57 sq ft) with a new sign at 61 sq ft. Height of the new sign would be approximately one foot less than the existing sign. They would also like to make the sign more aesthetically pleasing by adding a Swiss theme. Building Inspector Mike Fenley noted by his calculations the sign will actually be at 37 sq ft per each side.

With no public comments Beth Alderman moved to close the public hearing, 2<sup>nd</sup> by Suzi Janowiak. Motion carried at 6:36 p.m.

PUBLIC HEARING – VARIANCE REQUEST – RANDY & SHERRY Dreger (DBA: KENNEDY’S ICE CREAM AND GRILL)

PRESENT: All those present for the first public hearing.

Chairman Roger Truttman opened the public hearing at 6:36 p.m. Randy and Sherry Dreger have recently purchased the storage building on Railroad Street from New Glarus Lumber. They are requesting a variance to replace and expand the existing rear deck.

With no public comments Suzi Janowiak moved to close the public hearing, 2<sup>nd</sup> by Mike Marty. Motion carried at 6:36 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttman called the regular meeting to order at 6:36 p.m. PRESENT: Roger Truttman, Laci Bainbridge, Suzi Janowiak, Colleen Bell, Beth Alderman, Kevin Budsberg and Mike Marty. ALSO PRESENT: Debbie Hatfield (Montgomery Associates), Jon Heller (Bank of New Glarus), Ron Schaaf (Bank of New Glarus), Patrick McGowan (McGowan Architecture), Eric Gobeli, Village Trustee Peggy Kruse, Randy Dreger, Kennedy Dreger, Bill Simpson (FCM Corporation), Jonathan Brauer (Wrectify Collision), Fire Chief Dave Anderson, Village Engineer Pat Rank, Building Inspector Mike Fenley and Deputy Clerk Barb Roeslein.

APPROVAL OF AGENDA: Motion by Mike Marty to move item #9 “Recommendation Site Plan Review – Eric Gobeli” before item #8 “Recommendation Land Division by CSM – Eric Gobeli” and to move #11 “Consideration Variance Request – Tim Magee/Hans Lenzlinger” before item #10 “Recommendation Land Division by CSM – Hans Lenzlinger” on the agenda as presented, 2<sup>nd</sup> by Beth Alderman. Motion carried.

APPROVAL OF JULY 27, 2015 MINUTES: Beth Alderman moved to approve the minutes of July 27, 2015, 2<sup>nd</sup> by Colleen Bell. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF VARIANCE REQUEST – BANK OF NEW GLARUS: The Commission discussed whether the two entities on the proposed sign could be considered two separate activities to the sign. It was noted that BNG Investment Services was a division of the Bank of New Glarus. Building Inspector Mike Fenley stated since both entities were the Bank’s he considered it one activity on the sign. Consensus of the Commission that the sign at 37 sq ft was minor to the required 32 sq ft per Village Ordinance.

Beth Alderman moved to approve the variance request as presented by the Bank of New Glarus, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – RANDY & SHERRY Dreger (DBA: KENNEDY’S ICE CREAM AND GRILL): Randy Dreger stated that the building he purchased from the New Glarus Lumber will be used for the storage of dry goods, soda and the popcorn wagon for their business. Replacing the existing rear deck would allow their employees safer access into the building. The new ramp and deck will measure 8’ wide and have a running length of 60’, which is the length of the building. Village Ordinance requires a 20’ rear yard setback. Currently the existing deck is at 10’. Beth Alderman questioned if the owners to the east of the property would have issues to the deck. Deputy Clerk Barb Roeslein noted that the Wisconsin DNR are the adjacent property owners and they have contacted the Village and indicated they have no issues. Discussion followed regarding the dimensions of the property.

Beth Alderman moved to approve the variance request for Randy and Sherry Dreger as long as proposed deck is within owner’s property line, 2<sup>nd</sup> by Mike Marty. Motion carried.

CONSIDERATION OF CONDITIONAL USE – ERIC GOBELI (1200 STH 69): At the July 27, 2015 meeting the Commission requested information on how this retail establishment would benefit the community. A letter of explanation was received from Eric Gobeli’s attorney and the Commission

felt it was acceptable. It was noted that at the public hearing held on July 27, 2015 there was no public comment received against the proposed establishment.

Suzi Janowiak moved to approve the conditional use permit for Eric Gobeli for a liquor store in the C-2 Highway Commercial District, 2<sup>nd</sup> by Colleen Bell. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – ERIC GOBELI (DBA: GLARNER BIER HAUS): Item was tabled at the July 27, 2015 meeting. Since the July meeting a new site plan has been submitted. Patrick McGowan and Debbie Hatfield reviewed the plans with the Commission. The new property line being proposed in the land division from the Swiss Aire Motel was verified at 10', which is the minimum required by Village Ordinance for the side yard setback. The current water main running through the property will be relocated by the property owner. Easements will need to be provided to the Village for water and sewer utilities. Discussion followed regarding the distance between the footings for the proposed building and the water and sewer mains. It was suggested that the building be shifted 6" to accommodate any maintenance that would ever need to be performed by the Village to the mains. It was noted that the proposed building is 2.3' above the floodplain which is adequately elevated above the flood protection elevation. With only one access point into the proposed property and motel it was suggested that an access easement be recorded for future use if the properties would ever be sold separately. Stormwater and the wetlands on the property were discussed. There is minor impact to the wetlands. Landscaping meets required points and lighting was reviewed with Building Inspector Mike Fenley. It was noted that the sanitary lateral to the Weaver property will need to be located.

Mike Marty moved to recommend approval of the site plan review for Eric Gobeli (dba: Glarner Bier Haus) subject to shifting building 6" to the north for separation of easements and building, depicting all easements on revised plans, preparation of easement documents with Village and private parties and having easements reviewed and approved by Public Works, 2<sup>nd</sup> by Beth Alderman. Motion carried.

RECOMMENDATION: LAND DIVISION BY CSM – ERIC GOBELI (1200 STH 69): Item was tabled at the July 27, 2015 meeting. Eric Gobeli is requesting to divide the land proposed for his proposed liquor store (Glarner Bier Haus) from the Swiss Aire Motel property. Beth Alderman moved to recommend approval to the Village Board the Land Division by CSM of parcel 23-161-610. Mike Marty suggested that dimensioning be added to the CSM showing lot line corners and per State Statues have mortgage certificates on the CSM. Beth Alderman withdrew her motion. Mike Marty moved to recommend approval to the Village Board the Land Division by CSM of parcel 23-161-610 subject to adding building dimensions to the lot lines, adding all easements, note separate documents being recorded, and owner and lender certificates be added to CSM, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – TIM MAGEE/HANS LENZLINGER: Item was tabled at the May 28, 2015 meeting. The applicants were asked to submit a scaled drawing of the location of the proposed duplex on the property and addressed items 2 and 3 of the variance request application, which have been provided. Variance request is for the rear yard setback requirement from 20' to 11'. The garage that faces the rear of the lot only has access from the rear parking lot being divided off the parcel. It was questioned if there would be limited access if there are cars parked in the lot. Mr. Lenzlinger noted that the area would either have no parking or limited parking.

Beth Alderman moved to approve the variance request to the rear yard setback requirement as presented by Tim Magee/Hans Lenzlinger, 2<sup>nd</sup> by Mike Marty. Motion carried.

RECOMMENDATION: LAND DIVISION BY CSM – HANS LENZLINGER: Hans Lenzlinger is dividing off the existing parking lot to the rear of his lot and plans to quit claim deed that area to The New Glarus Hotel. The vacant parcel is located on the 500 block of 2<sup>nd</sup> Street.

Mike Marty moved to recommend approval to the Village Board the Land Division by CSM of parcel 23-161-43 with reference of easements on the CSM and inclusion of owner and lender certificates, 2<sup>nd</sup> by Beth Alderman. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – WRECKTIFY COLLISION & RESTORATION: The site plan that is being presented by Wm Simpson/ Wrecktify Real Estate, LLC (dba: Wrecktify Collision & Restoration) is for an expansion to their current building. Village Engineer Pat Rank stated that the plans submitted need more details on grades and spot elevations. Construction plans would provide that detail. Bill Simpson, engineer on the project felt they could meet the slope requirements and would provide these to the Village Engineer. Discussion followed regarding parking stalls requirements and landscaping requirements. It was determined that the plans need to be more defined on what is actually work area to determine the number of parking stalls to be required. It was understood that there is limited green space for the landscaping requirements per Village Ordinance and that a variance request would be needed. Consensus of the Commission that a new floorplan be submitted showing the work spaces to aid in calculating how many parking stalls would be required and the submission of a variance request to the landscaping ordinance. Beth Alderman moved to table the site plan review for Wm Simpson/ Wrecktify Real Estate, LLC, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

RECOMMENDATION: LAND DIVISION BY CSM – VILLAGE OF NEW GLARUS/NEW GLARUS FIRE DISTRICT: Village Staff was previously working with the New Glarus Fire District on a transfer of a 54.99' x 123.96' piece of land in the northeast corner of Glarner Park from the Village to the Fire District with the Fire District responsible for the costs involved with the transfer. Fire Chief Dave Anderson gave an overview of the future plans the Fire District have for expansion of their facilities. The addition of this piece of land from the Village would be a future access point to the fire station and parking.

Mike Marty moved to recommend approval to the Village Board the Land Division by CSM of parcel 23-161-290 contingent additional water main easement depicted on the CSM, separate documents being recorded to define the rights and use of the easement, adding dimensioning of the existing building, and mortgage certificates added to CSM if required , 2<sup>nd</sup> by Kevin Budsberg. Motion carried.

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

ADJOURNMENT: Motion by Beth Alderman to adjourn, 2<sup>nd</sup> by Suzi Janowiak. Motion carried. Time 8:12 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
JULY 27, 2015**

PUBLIC HEARING – CREATION OF TAX INCREMENTAL FINANCE DISTRICT #4:

PRESENT: Roger Truttman, Beth Alderman, Kevin Budsberg and Mike Marty. ABSENT: Colleen Bell and Suzi Janowiak. ALSO PRESENT: Andrew Bremer (MSA Professional Services), Patrick McGowan, Nick Sies, Robert Brillbeck, Karen Olson, Marilyn Gruenberg, Craig Patchin, Bradley Beal, Gof Thomson, Barbara Kummerfeldt, Shirley Gust, Sharon Gust, Kris Baumgartner, Kirk Genthe, Roger Clark, Dave Wyttenbach, Anthony Edge, Keith Peterson, Greg Thoemke, Building Inspector Mike Fenley and Deputy Clerk Barb Roesslein. Pat Rank joined the meeting at 6:35 p.m. Mike Christen and Mark Weaver joined the meeting at 6:40 p.m.

Chairman Roger Truttman opened the public hearing at 6:32 p.m. Andrew Bremer with MSA Professional Services gave a presentation that explained what a Tax Incremental Finance District (TIF) entails. The Village has created three districts in the past and the proposed TIF would be the fourth district. Mr. Bremer gave an overview of the Project Plan for the proposed TIF and that it would be a Rehabilitation and Conservation TIF district.

Public comments were received regarding the preliminary boundary of the proposed TIF, clarification on the 12% test, floodplain analysis, ending value of TID #2, clarification of Table 2 of the Project Plan and whether Village owned properties have been tested for environmental analysis.

Mr. Bremer replied to the questions that were asked. The boundary of the proposed district will be finalized when the Village Board takes action.

With no further public comments Beth Alderman moved to close the public hearing, 2<sup>nd</sup> by Kevin Budsberg. Motion carried at 7:15 p.m.

PUBLIC HEARING – CONDITIONAL USE – ERIC GOBELI (1200 STH 69):

PRESENT: Roger Truttman, Beth Alderman, Kevin Budsberg and Mike Marty. ALSO PRESENT: Andrew Bremer, Patrick McGowan, Mike Christen, Mark Weaver, Roger Clark, Gof Thomson, Kirk Genthe, Greg Thoenke, Pat Rank, Building Inspector Mike Fenley and Deputy Clerk Barb Roeslein.

Chairman Roger Truttman opened the public hearing at 7:15 p.m. The conditional use request by Eric Gobeli is for an approval to allow a retail establishment of a liquor store in the C-2 Highway Commercial District.

With no public comments Beth Alderman moved to close the public hearing, 2<sup>nd</sup> by Kevin Budsberg. Motion carried at 7:16 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttman called the regular meeting to order at 7:16 p.m. PRESENT: All those present for the 2<sup>nd</sup> public hearing.

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

APPROVAL OF MAY 28, 2015 MINUTES: Mike Marty moved to approve the minutes of May 28, 2015, 2<sup>nd</sup> by Beth Alderman. Motion carried.

DISCUSSION/CONSIDERATION: PLAN RESOLUTION 15-01 PROJECT PLAN TO CREATE TAX INCREMENTAL FINANCE DISTRICT #4: Kevin Budsberg asked if as a property owner within the proposed TIF district would it be permissible for him to participate in the discussion and vote on the proposed TIF district. Andrew Bremer replied that there wasn't any conflict with Mr. Budsberg participating in the discussion or vote.

Details of Table 2: Estimated Project Costs & Expenditures (page 7 of the Project Plan) were discussed and how the estimates were determined. There was concern that the budgeted amounts might be on the low side. Discussion followed regarding Table 3: Estimated Value of New (Re)Development (page 9 of the Project Plan). Concern was expressed that there was more emphasis on residential development rather than commercial/industrial which would have a higher return. Also discussed was how much of the district is in the floodplain and would this discourage potential development. Building Inspector Mike Fenley commented that within the 100 year flood fringe the floor elevation only has to be 2 feet above the flood level as determined by FEMA. Village ordinance would also need to be followed.

Mr. Bremer discussed with the Commission the option to add four commercial properties to the district which are located on the west side of the 400 block of 2<sup>nd</sup> Street. The Plan Commission can recommend the additions to the Village Board. He also discussed clarifying Project D (Environmental Studies and Remediation) of the Project Plan that was addressed in the public hearing regarding removal of a property from the floodplain.

Table 4: Projected Income (page 12 of the Project Plan) and Table 6: Analysis of Impact on Overlying Taxing Jurisdictions (Page 16 of the Project Plan) were reviewed. Discussion followed regarding what the value of the proposed TIF would be when the district expired. Also discussed if there would be TIF assistance available to residential property. Mr. Bremer stated yes with a program in place.

Kevin Budsberg moved to table consideration of Plan Resolution 15-01 for the following reasons:

1. More detail project accounting.

2. Clarification of benefit to the Village at the end of the TID life.
  3. Incorporate additional commercial and industrial projects into the Project Plan (Table 3).
- Motion failed for lack of a second.

Beth Alderman moved to approve Plan Resolution 15-01 to create TID #4 to include the following:

1. The addition of block of tax parcels that were recommended: 55.0000; 58.0000, 59.0000 and 60.0000.
  2. Change Parcel IDs 1,9,49,50; 3,4,11,44; 22,23,36 from Table 3 of the Project Plan to Mixed Use for planning purposes and carry the changes throughout the plan.
  3. Village Board be provided a property condition map that depicts properties that are identified for rehabilitation, conservation or vacant.
  4. An estimate to the Village Board on the increase to the levy at the end of the district's life.
- 2<sup>nd</sup> by Kevin Budsberg. Motion carried.

CONSIDERATION OF CONDITIONAL USE – ERIC GOBELI (1200 STH 69):

Building Inspector Mike Fenley stated that a retail establishment is only allowed through a conditional use in the C-2 Highway Commercial District. Patrick McGowan representing Eric Gobeli stated that the liquor store is consistent with other stores on the highway.

Beth Alderman moved to approve the Conditional Use request of Eric Gobeli to allow a retail establishment of a liquor store in the C-2 Highway Commercial District. Motion failed for lack of a second. Mr. McGowan asked what he should relay to Mr. Gobeli. The Commission replied that they would like to see more information on the benefit to the community to allow the retail establishment. Chair Roger Truttman stated his concern over denying business opportunities in the Village.

RECOMMENDATION: LAND DIVISION BY CSM – ERIC GOBELI (1200 STH 69):

Kevin Budsberg moved to table, 2<sup>nd</sup> by Mike Marty. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – ERIC GOBELI (DBA: GLARNER BIER HAUS)

Kevin Budsberg moved to table, 2<sup>nd</sup> by Mike Marty. Motion carried.

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

ADJOURNMENT: Motion by Beth Alderman to adjourn, 2<sup>nd</sup> by Kevin Budsberg. Motion carried. Time 9 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS  
VILLAGE PLAN COMMISSION MEETING  
MAY 28, 2015**

PUBLIC HEARING – VARIANCE REQUEST – TIM MAGEE/WAUSAU HOMES JANESVILLE FOR HANS LENZLINGER:

PRESENT: Roger Truttman, Suzi Janowiak, Colleen Bell, Laci Bainbridge and Mike Marty. ABSENT: Kevin Budsberg and Beth Alderman. ALSO PRESENT: Tim Magee, Hans Lenzlinger, Kristi Lopez, Rhonda Seligman, Peter Salchow, Roland Furst, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:30 p.m. The request is for a variance from the 20 foot rear yard setback requirement of the municipal code. Mr. Lenzlinger is proposing to construct a duplex on the vacant lot and would like the duplex to be 11 feet from the rear lot line. Roland Furst noted that the rear lot from the parcel would be kept as a parking lot for the New Glarus Hotel and they have no issues with the proposal. Rhonda Seligman and Kristi Lopez expressed concern that the ventilation from Kristi's Restaurant comes out near the side yard of the

proposed duplex. They feared that whoever resided in the duplex would complain about the noise of the fans and heat coming from the ventilation. It was noted that the side yard setback was 15 feet and that a garage would be facing the restaurant.

With no further public comments Mike Marty moved to close the public hearing, 2<sup>nd</sup> by Suzi Janowiak. 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: Suzi Janowiak moved to approve the agenda as presented, 2<sup>nd</sup> by Mike Marty. Motion carried.

APPROVAL OF FEBRUARY 26, 2015 MINUTES: Suzi Janowiak moved to approve the minutes of February 26, 2015, 2<sup>nd</sup> by Mike Marty. Motion carried.

#### RESULTS OF PUBLIC HEARING

#### CONSIDERATION OF VARIANCE REQUEST – TIM MAGEE/WAUSAU HOMES JANESVILLE FOR HANS LENZLINGER:

Mike Marty referred to the application stating that under "Request for Variance" items 2 and 3 regarding unnecessary hardship and public interest weren't addressed by the applicant. Tim Magee replied that if they were required to meet the rear yard setback the duplex would have to be reduced by 9 feet, which wouldn't be functional to the home. Mr. Marty suggested that the eastern portion of the parcel be utilized to meet the setbacks. It was noted that area is currently a parking lot and is being divided off and deeded to the New Glarus Hotel. The Commission questioned since the plans indicates a rear driveway off one side of the duplex going to that parking lot and alley way would there be an easement with the property owners. Administrator Owen stated that he had spoken with Mike Fenley (Building Inspector) and an easement isn't required by municipal code. It was suggested by the Commission that an easement be obtained. Mr. Marty also recommended that the lot be surveyed to better represent the proposed duplex. Mr. Lenzlinger indicated that the parcel has been surveyed and would provide it to Mr. Magee. Mike Marty moved to table official approval until items 2 and 3 of the variance request application are satisfied, in addition submit an accurate site plan reflecting the existing lot incorporating what they are proposing to build, 2<sup>nd</sup> by Laci Bainbridge. Motion carried.

BUILDING INSPECTOR REPORTS: The Commission reviewed the Building Permit Issuance Reports for February, March and April.

ADJOURNMENT: Motion by Mike Marty to adjourn, 2<sup>nd</sup> by Colleen Bell. Motion carried. Time 6:50 p.m.

Minutes taken by: Barbara Roesslein

### **VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING FEBRUARY 26, 2015**

#### PUBLIC HEARING – VARIANCE REQUEST – DR. KELLY TOWN/LSM CHIROPRACTIC CLINIC:

PRESENT: Roger Truttmann, Suzi Janowiak, Kevin Budsberg, Colleen Bell, Laci Bainbridge and Mike Marty. ABSENT: Beth Alderman. ALSO PRESENT: Dr. Kelly Towne, Patrick McGowan (McGowan Architecture), Town of New Glarus Chair Keith Seward, Katherine May (Potter Lawson, Inc.), Chic Gladding (New Glarus Brewery), Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Roger Truttmann opened the public hearing at 6:30 p.m. Dr. Kelly Towne is requesting a variance on the maximum square feet allowed for a monument sign. He would like to add additional signs indicating the insurance providers that he accepts onto the exist sign

for his chiropractic clinic. Dr. Towne stated that he has seen a 25% decline in his business and feels this is due to the fact that potential clients driving past his clinic don't realize that he accepts these HMO insurance providers. Dr. Towne also feels this would benefit the village by keeping people in the community to utilize local businesses.

With no public comments Roger Truttman moved to close the public hearing, 2<sup>nd</sup> by Kevin Budsberg. Motion carried at 6:36 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Truttman called the regular meeting to order at 6:36 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA: Mike Marty moved to approve the agenda as presented, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

APPROVAL OF DECEMBER 18, 2014 MINUTES: Mike Marty moved to approve the minutes of December 18, 2014, 2<sup>nd</sup> by Suzi Janowiak. Motion carried.

#### RESULTS OF PUBLIC HEARING

##### CONSIDERATION OF VARIANCE REQUEST – DR. KELLY TOWNE/LSM CHIROPRACTIC CLINIC:

It was noted that Dr. Towne had applied for a similar variance to expand the sign for his business in 2007, which was denied. Dr. Towne expressed that the ordinance should be treated as a guideline and that his variance request be considered. Dr. Towne compared his request with other signage on Highway 69 and felt it wasn't a negative impact to the area. Kevin Budsberg felt that the requested signage could be considered branding and wasn't in favor of the signage being lite. Mike Marty commented that instead of granting a variance, which could be setting a precedence, the sign ordinance should be changed instead. Dr. Towne was asked if he had considered reducing the size of the existing sign to allow the addition of the HMO signs to meet current code. Dr. Towne replied that the sign had only been configured with the addition of the HMO signs. Colleen Bell also felt that the signage was more of an advertisement for the HMO providers than for Dr. Towne's clinic.

Kevin Budsberg moved to approve the variance request as presented by Dr. Kelly Towne with the following conditions: 1) Illumination turned off at dusk. 2) Commission review the sign ordinance regarding the Highway 69 corridor, 2<sup>nd</sup> by Laci Bainbridge. Motion failed (3-yes; 3-no). Suzi Janowiak noted that a variance request needs to show hardship and felt this request didn't show hardship.

##### RECOMMENDATION: REZONING - 26, 102, 108 5<sup>TH</sup> AVENUE (INCLUDING PARKING LOT WEST OF 108 5<sup>TH</sup> AVE):

Village Administrator Owen stated that when the Town of New Glarus inquired about purchasing the property at 26 5<sup>th</sup> Avenue (former drive up bank building) it was discovered that the property as well as 3 adjacent parcels were zoned R-1 Residential (Bramble Patch, Sugar River Gallery and adjoining parking lot). It would be more appropriate if they were zoned as C-1 Commercial. The current property owners have been notified and the rezoning wouldn't have any effect on their properties. If recommended for approval the Village Board will hold a public hearing at their March 17<sup>th</sup> Board meeting. Kevin Budsberg moved to recommend for the Village to preside with the rezoning of 26, 102, 108 5<sup>th</sup> Avenue (including parking lot west of 108 5<sup>th</sup> Ave), 2<sup>nd</sup> by Mike Marty. Motion carried.

##### RECOMMENDATION: SITE PLAN REVIEW – TOWN OF NEW GLARUS:

Town of New Glarus Chair Keith Seward explained that the Town has made an offer to purchase the property at 26-5<sup>th</sup> Avenue for a new Town Hall contingent on the Village of New Glarus' approval of the presented site plan to expand the existing building and the rezoning of the parcel to C-1 Commercial. Administrator Owen noted for the Town to move forward on expanding the building the parcel would need to be zoned C-1 Commercial because with the current zoning of R-1 Residential it wouldn't meet setback requirements. The Design Review Committee met

earlier this evening to review the proposed project and granted approval for the Swiss Architectural design.

Patrick McGowan, architect for the proposed project presented an overview of the addition to the existing building, which adds 665 square feet to the east side of the building. There will be sidewalk added to the east side of the building as well as a handicap parking stall. The current parking lot meets code requirements and the Town will allow public to use on weekends and festivals. The interior of the building will consist of an office, work space area, restroom and boardroom. A staircase will be added to access the attic for a storage area. The exterior will include bringing the roof line across the bell tower and matching the addition with the current exterior. The current building is built on a slab at grade. The addition will also be constructed on a slab. Mike Marty questioned if the site plan had been reviewed by the Village Engineer and was the site surveyed. Administrator Owen stated that it wasn't necessary to forward the plans to the engineer and that an erosion control is in place. Mr. McGowan replied that the site wasn't surveyed and that he worked the site plan from the original construction drawings of the building. Motion by Kevin Budsberg to recommend approval to the Village Board the site plan view for the Town of New Glarus contingent on the approval of the rezoning to C-1 Commercial, 2<sup>nd</sup> by Mike Marty. Motion carried.

RECOMMENDATION: SITE PLAN REVIEW – NEW GLARUS BREWING COMPANY: Katherine May, architect for the proposed project explained that the plans are for the replacement of existing loading docks and the expansion of the warehouse. Chic Gladding, Construction Manager noted that the truck entrance driveway is being extended to accommodate a turnaround for semi-trucks since the expansion is reducing the existing parking lot. The berm will be cut out to accomplish this and the fill will be used within the proposed project. Kevin Budsberg asked if screening would be added at the driveway entrance with the cut out of the berm. Ms. May hasn't seen any plans for screening but it could be possible. The expansion meets all zoning requirements and has been review by Village Engineers from Strand Associates. Review comments from Strand Associates were addressed by the engineers for the project, which included replacing a proposed storm sewer pipe from an 8-inch PVC to a 10-inch PVC. Motion by Kevin Budsberg to recommend approval to the Village Board the site plan view for the New Glarus Brewing Company with the noted revisions by Wyser Engineering dated 2/25/15, 2<sup>nd</sup> by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORTS: The Commission reviewed the December 2014 and January 2015 Building Permit Issuance Reports.

ADJOURNMENT: Motion by Suzi Janowiak to adjourn, 2<sup>nd</sup> by Mike Marty. Motion carried. Time 7:15 p.m.

Minutes taken by: Barbara Roesslein

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**