

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
SEPTEMBER 21, 2017
DRAFT Minutes**

PUBLIC HEARING – VARIANCE REQUEST – NEW GLARUS FIRE DISTRICT (218 4TH AVE, T.P. 23-161-291.01)

PRESENT: Suzi Janowiak, Denise Anton Wright, Colleen Bell and Mike Marty. ABSENT: Roger Truttmann, Beth Alderman, and Kevin Budsberg. ALSO PRESENT: Dave Anderson, Bob Pernot, John Ott, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

In the absence of Chairman Roger Truttmann, Suzi Janowiak opened the public hearing at 6:30 p.m. The New Glarus Fire District is requesting a Variance from §305-18(E)(4) for a rear yard setback variance for a proposed addition to the Fire Department. Current Code requires a twenty (20) ft rear yard setback. The request is for an 11.2 ft rear yard setback (variance of 8.8 ft). Fire Chief Dave Anderson stated that they have revised the Certified Survey Map that was originally approved at the March 16, 2017 Plan Commission meeting and prepared a site plan for a rear yard setback variance for the proposed addition as requested by the Plan Commission. They are applying for a variance to the rear yard setback requirements and will be adding a parking easement once project is finalized.

With no public comments, Mike Marty moved to close the public hearing, 2nd by Colleen Bell. Motion carried at 6:32 p.m.

CALL REGULAR MEETING TO ORDER: In the absence of Chairman Roger Truttmann, Suzi Janowiak called the regular meeting to order at 6:32 p.m. PRESENT: All those present at the public hearings.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF JUNE 29, 2017 MINUTES: Colleen Bell moved to approve the minutes of June 29, 2017, 2nd by Mike Marty. Motion carried.

RECOMMENDATION OF LAND DIVISION AND CONSOLIDATION BY CSM: NEW GLARUS FIRE DISTRICT AND FIRE DEPARTMENT: Administrator Gadow provided an overview for the revised CSM request. The New Glarus Fire District owns the parcel at 218 4th Avenue ("Lot 1", zoned W-1), which houses the Fire Station, and the New Glarus Volunteer Fire Department Inc. owns the parcel at 219 3rd Avenue ("Lot 2", zoned C-1), which contains a single family residence.

Per the Plan Commission's direction, the request is to "square off" Lot 2, by dividing 17.33 ft from the rear yard of Lot 2 and add the 17.33 ft to Lot 1. In addition, the Applicants are also requesting to divide 14.25 ft from the rear east side of Lot 1 and add 14.25 ft to Lot 2. These divisions and consolidations would allow Lot 2 to meet the C-1 lot area minimum of 8,172 SF, removing the need for the previous lot area variance request (March 16, 2017 Plan Commission meeting). The purpose of this revised land division and reconsolidation is to provide additional area for the Fire Station expansion project. Based upon the materials provided, Staff recommends approval of the revised CSM application.

Motion by Mike Marty, 2nd by Colleen Bell, to recommend approval of the Land Division/Consolidation by CSM for the New Glarus Fire District and Fire Department. Motion carried four (4) to zero (0).

CONSIDERATION OF VARIANCE REQUEST: Fire Chief Anderson stated that they are currently working on preliminary construction plans for the proposed addition to the Fire Station. Once

funding matches construction costs the anticipated timeline is to begin the expansion project mid-Summer of 2018. A site plan will be presented to the Plan Commission once all the details are finalized.

Motion by Mike Marty, 2nd by Denise Anton Wright, to grant approval of the Variance request as presented.

Motion carried four (4) to zero (0).

BUILDING INSPECTOR REPORT: The Commission reviewed the June, July, and August Building Permit Issuance Reports.

ADJOURNMENT: Being no further business before the Plan Commission, Suzi Janowiak adjourned the meeting at 6:38 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
JUNE 29, 2017
DRAFT Minutes

PUBLIC HEARINGS – TERRITORY AND PROJECT PLAN AMENDMENT OF TIF DISTRICT #4/
ALLOCATION AMENDMENT OF TIF DISTRICT #3:

PRESENT: Roger Truttmann, Denise Anton Wright, Kevin Budsberg, Colleen Bell, Beth Alderman, Suzi Janowiak, and Mike Marty. ALSO PRESENT: Andrew Bremer (MSA Professional Services, Village TIF Consultant), Fred Ryser, Al Lienhardt, Ron Schaaf, Donald Berg, Hans Lenzlinger, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chairman Roger Truttmann opened the public hearing at 6:30 p.m. It was noted that Andrew Bremer would first give a presentation regarding the amendments to TIF Districts #3 and #4 followed by public comments.

TERRITORY AND PROJECT PLAN AMENDMENT OF TIF DISTRICT #4:

Andrew Bremer provided an overview of Tax Incremental Districts and the creation of TIF District #4. At the time that the district was created (2015) the Village wanted to include all the properties in the Downtown and Backtown areas for the purpose of supporting rehabilitation and redevelopment of both areas. The State imposes a TIF value limit of 12% of a municipality's total equalized value. The assessed value of the purposed parcels and the value increment of TID #3 exceeded 12% of the Village's total equalized value at the time. Prior to the creation of the district several parcels in the Downtown area were then removed to bring the Village below the imposed limitation. With the recent closing of TID #2 there is an opportunity to add additional parcels to TID #4 from the Downtown area. The Village's Community Development Authority (CDA) reviewed 48 parcels that could potentially be added to TID #4 and are recommending that 40 of these parcels be included in the district (map of proposed parcel attached to the minutes). The CDA is also recommending to include the following new additional specific project costs within TID #4:

- Lighting on the existing trail and Backtown proposed trail.
- Sugar River Trail crossing enhancements (e.g. Rectangular Rapid Flash Beacons at 6th Avenue and STH 69).
- Dog Park facilities within the District boundaries.

It was noted that the amendment to TID #4 doesn't obligate the Village Board to borrow for projects at this time.

Don Berg (130 5th Avenue) asked for clarification regarding loan programs and incentives for businesses in TID #4. Administrator Gadow explained that the Village Board has established a Revolving Loan Fund that is reviewed case by case, and a separate TIF funding program that is paid through a business' increase value (real estate taxes).

Kevin Budsberg stated that the Village lacks a 2nd business park thus the creation of a new TID #5 could provide for a business park. Mr. Budsberg asked when the Village would be able to create a new TID #5. Mr. Bremer replied if TID #4 performs well then TID #3 could be closed early to be able to create TID #5. Discussion followed regarding if the Village's overall ability to borrow would be affected by project expenditures and how the real estate tax is captured and used. Debt for projects would only happen within the district as development occurs and increases to the value of the district is adequate to cover expenses. The amount of real estate tax a parcel within the district is charged is not affected by the expenditures within the district. With a portion of 2nd Street being within TID #4 it was questioned if there was improvements made to the street would the Village receive funding from Green County for portions of the street considered County Highway? Administrator Gadow replied that the Village would need to look into that. Tables provided by Mr. Bremer for projected income and performance analysis for TID #4 were discussed at length.

ALLOCATION AMENDMENT OF TIF DISTRICT #3:

Mr. Bremer provided an overview on TID #3 and how well it has performed to date with an excess increment of \$1.3 Million. The proposed allocation amendment would allow the Village to transfer the excess increment from TID #3 to TID #4, as a means to encourage additional redevelopment in TID #4. The Village Board has the flexibility to determine when and how much of the excess increment would be donated to TID #4. As the donor district, TID #3 will be restricted from requesting an extension to its maximum life. There isn't any concern with the restriction given the performance of the district. Once TID #3 does close any remaining balance would be divided out to all the taxing identities per the mill rate. The Commission discussed at length concerns on the amount of excess increment that could be donated and funding within TID #4. Administrator Gadow noted that the CDA and Village Board also have the same concerns and it's not anticipated that the whole available amount will be donated to TID #4. It was also noted that single family parcels in TID #4 weren't eligible for funding through the district, but multiple family developments could receive funding.

With no further public comments, Beth Alderman moved to close the public comment section, 2nd by Suzi Janowiak. Motion carried at 7:16 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Roger Truttmann called the regular meeting to order.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF MAY 25, 2017 MINUTES: Beth Alderman moved to approve the minutes of May 25, 2017, 2nd by Colleen Bell. Motion carried.

CONSIDERATION: TERRITORY AND PROJECT PLAN AMENDMENT OF TIF DISTRICT #4:

Motion by Beth Alderman, 2nd by Suzi Janowiak, to approve Plan Commission Resolution 17-01 recommending approval of the Territory and Project Plan Amendment #1 of TIF District #4 to the Village Board. Motion carried with six (6) in favor, one (1) opposed (Budsberg).

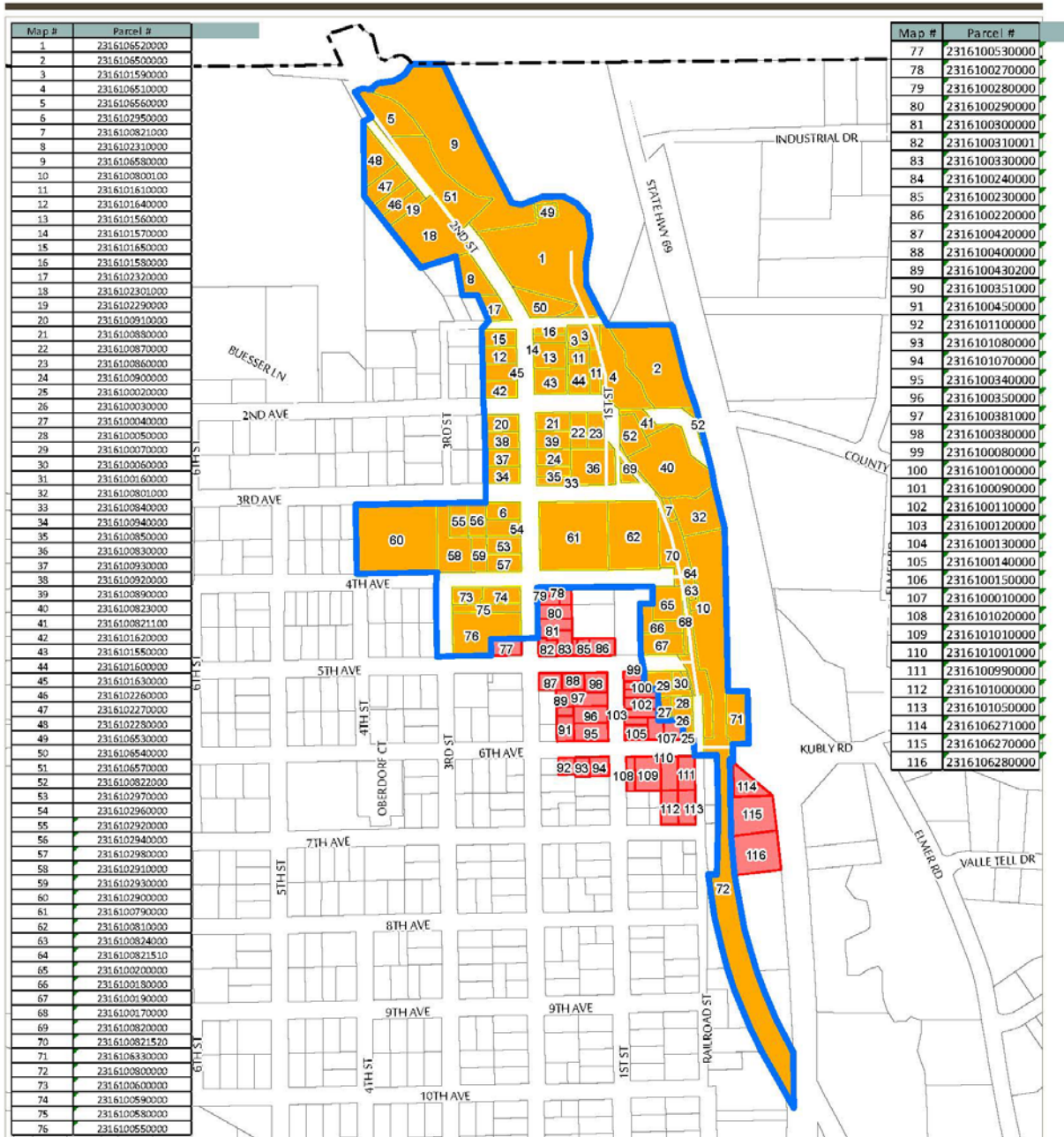
CONSIDERATION: ALLOCATION AMENDMENT OF TIF DISTRICT #3

Motion by Beth Alderman, 2nd by Suzi Janowiak, to approve Plan Commission Resolution 17-02 recommending approval of the Project Plan Amendment #1 of TIF District #3 to the Village Board. Motion carried with six (6) in favor, one (1) opposed (Budsberg).

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

ADJOURNMENT: Being no further business before the Plan Commission, Chairman Roger Truttmann adjourned the meeting at 7:40 p.m.

Minutes taken by: Barbara Roesslein



Map #	Parcel #
1	2316106520000
2	2316106500000
3	2316101590000
4	2316106510000
5	2316106560000
6	2316102950000
7	2316100821000
8	2316102310000
9	2316106580000
10	2316109800100
11	2316101610000
12	2316101640000
13	2316101560000
14	2316101570000
15	2316101680000
16	2316101580000
17	2316102320000
18	2316102301000
19	2316102290000
20	2316100910000
21	2316100880000
22	2316100870000
23	2316100860000
24	2316100900000
25	2316100020000
26	2316100030000
27	2316100040000
28	2316100050000
29	2316100070000
30	2316100060000
31	23161000160000
32	2316100801000
33	2316100840000
34	2316100940000
35	2316100850000
36	2316100830000
37	2316100930000
38	2316100920000
39	2316100890000
40	2316100823000
41	2316100821100
42	2316101620000
43	2316101550000
44	2316101600000
45	2316101630000
46	2316102260000
47	2316102270000
48	2316102280000
49	2316106530000
50	2316106540000
51	2316106570000
52	2316106522000
53	2316102970000
54	2316102960000
55	2316102920000
56	2316102940000
57	2316102980000
58	2316102910000
59	2316102930000
60	2316102900000
61	2316100790000
62	2316102810000
63	2316100824000
64	2316100821510
65	2316100200000
66	2316100180000
67	2316100190000
68	2316100170000
69	2316100820000
70	2316100821520
71	2316106830000
72	2316100800000
73	2316100600000
74	2316100590000
75	2316100580000
76	2316100550000

Map #	Parcel #
77	2316100530000
78	2316100270000
79	2316100280000
80	2316100290000
81	2316100300000
82	2316100310001
83	2316100330000
84	2316100240000
85	2316100230000
86	2316100220000
87	2316100420000
88	2316100400000
89	2316100430200
90	2316100351000
91	2316100450000
92	2316101100000
93	2316101080000
94	2316101070000
95	2316100340000
96	2316100350000
97	2316100381000
98	2316100380000
99	2316100080000
100	2316100100000
101	2316100090000
102	2316100110000
103	2316100120000
104	2316100130000
105	2316100140000
106	2316100150000
107	2316100010000
108	2316101020000
109	2316101010000
110	2316101001000
111	2316100990000
112	2316101000000
113	2316101050000
114	2316106271000
115	2316106270000
116	2316106280000

TID #4 Territory Amendment

VILLAGE OF NEW GLARUS
GREEN COUNTY, WI

LEGEND

- Municipal Boundary
- Existing TID #4 Boundary
- Existing TID #4 Parcels
- Proposed TID #4 Parcel Additions
- Parcels

DATA SOURCES:
BASE DATA PROVIDED BY GREEN COUNTY.

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
MAY 25, 2017
DRAFT Minutes

CALL REGULAR MEETING TO ORDER: Chairman Roger Truttmann called the regular meeting to order at 6:30 p.m. PRESENT: Roger Truttmann, Denise Anton Wright, Kevin Budsberg, Suzi Janowiak, Beth Alderman, and Mike Marty. ALSO PRESENT: John Ott, Brad Beal, Dave Anderson, Mike Nevil, Pete Ott, Ryan Larson, Shaun Bainbridge, Jonah Thompson, Bob Pernot, Village Administrator Bryan Gadow and Deputy Clerk Barb Roeslein.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF APRIL 20, 2017 MINUTES: Kevin Budsberg moved to approve the minutes of April 20, 2017, 2nd by Mike Marty. Motion carried.

REQUEST FOR RECONSIDERATION OF CSM/VARIANCE CONDITIONS BY NEW GLARUS FIRE DISTRICT / NEW GLARUS FIRE DEPARTMENT (VARIANCE PERMIT 17-3-VAR): At the March 16, 2017 Plan Commission meeting the New Glarus Fire District / New Glarus Fire Department received approval for a Variance from §305-11B and §305-18E(5) and a Certified Survey Map for division of lot that would not conform to zoning regulations. The following conditions were placed on the approval:

- 1) Add Lender's and Mortgagee's certificates to the CSM.
- 2) Add the dimensions from the rear of the building to the rear lot line (Lot 2).
- 3) Add a note on CSM that a Deed Restriction will be placed on Lot 2 for perpetual ownership by either the New Glarus Fire District or the New Glarus Volunteer Fire Department or Fire District.
- 4) Record the Deed Restriction subsequent to recording the CSM.
- 5) Correct the Land/Division/Consolidation by CSM application and submittal to accurately reflect the property's location in the floodplain and related documentation.

The Fire District has reviewed the conditions and have expressed concerns with Conditions #3 and #4, indicating that it would place a financial burden on the District to hold the remnant parcel (Lot 2) in perpetuity, as future financial conditions may require the sale of Lot 2. In addition, they expressed concern with the cost of adding owner and lender certificates to the CSM (Condition #1), when no property is being publically dedicated. The Fire District and Fire Department asked for an opportunity to return to the Plan Commission to request reconsideration of these three (3) conditions of approval.

Brad Beal addressed the Commission stating that the Bank of New Glarus (mortgage holder on 219 3rd Avenue - Lot 2) is not in favor of the three (3) conditions being discussed. Mr. Beal also noted that he reviewed the Village Ordinances and didn't find anything that would allow the Plan Commission the authority to limit or place a restriction on who Lot 2 could be sold to. Fire Chief Dave Anderson noted that the Bank of New Glarus is fine with the Fire Department selling the 17.33 ft being divided from Lot 2 and adding it to Lot 1 of the CSM to the Fire District (letter was provided). Chief Anderson noted if the condition for a deed restriction is kept then Bank will not support the sale. Administrator Gadow clarified that Village Ordinance does allow the Plan

Commission to conditionally approve requests, but that he could not find any ordinance language regarding restrictions on the sale of property. Plan Commission members commented that it was their understanding at the March 16th meeting that the Fire Department didn't have intentions to sell Lot 2 in the future. The Plan Commission doesn't feel the conditions are restrictive. The conditions were placed as a solution to allow the creation of a non-conforming parcel, which was a concern to the Commission. The Commission further discussed how the Village of New Glarus has been working cooperatively with the Fire District with their expansion plans. Fire District President John Ott and Chief Anderson stated the only alternative to expand the Fire Station without the 17.33 extra feet is the installation of a firewall between the properties as required by code. This option is very expensive with an estimate cost of \$100,000. Briefly discussed was if an encroachment agreement could be possible between the two properties. After studying the CSM, Mike Marty asked the Fire Department if they would consider shifting the west lot line of Lot 2 (219 3rd Avenue) and squaring up the parcel. By keeping the square footage of the parcel at 8,172 SF (as required by code) there wouldn't be an issue of creating a substandard lot. An easement for parking on Lot 2 to benefit Lot 1 could be included since the Fire Department is the owner of Lot 2. Chief Anderson liked the proposed suggestions, but would have to discuss it with his department. Discussion followed regarding the need for a variance to the rear yard setback requirements. The Fire District could apply for the variance at a future date once they are ready to begin construction on the expansion of the Fire Station.

Motion by Mike Marty, 2nd by Kevin Budsberg to recommend that the New Glarus Fire District and New Glarus Fire Department redesign the CSM to square off Lot 2 and include a parking easement and return to the Plan Commission for recommendation, prepare a site plan showing future variance request, and remove Conditions #3 and #4. Motion carried 6-0.

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

ADJOURNMENT: Motion by Kevin Budsberg to adjourn, 2nd by Beth Alderman. Motion carried. Time 7:18 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
APRIL 20, 2017
DRAFT Minutes

CALL REGULAR MEETING TO ORDER: Chairman Roger Truttman called the regular meeting to order at 6:49 p.m. PRESENT: Roger Truttman, Kevin Budsberg, Beth Alderman, Mike Marty, and Suzi Janowiak. Denise Anton Wright joined the meeting at 7:02 p.m. ABSENT: Colleen Bell. ALSO PRESENT: Bruce Braugher, Sheryl Kalseheur, Mary Anne Oemichen, Susan Wallitsch, Walter Orzechowski (Southwestern Wisconsin Community Action Program [SWCAP]), Village Administrator Bryan Gadow and Deputy Clerk Barb Roesslein.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF MARCH 16, 2017 MINUTES: Kevin Budsberg moved to approve the minutes of March 16, 2017, 2nd by Mike Marty. Motion carried.

GENERAL DISCUSSION: WORKSHOP ON POTENTIAL MULTIFAMILY PROJECT AT LOT 42, VALLE TELL – HOME OF OUR OWN, INC: Mary Anne Oemichen and Susan Wallitsch, representing the group, Home of Our Own, Inc (HOOO) appeared before the Commission to discuss the potential of

an integrated residential single and multi-family community within the Village of New Glarus. The property that is being considered for the development is Lot 42 of the Valle Tell Subdivision off of Elmer Road. They are looking for feedback prior to purchasing the property and submitting a formal application for Plan Commission review.

HOOO began as a group of five local families with a vision that their adult children with disabilities have permanent homes while being involved within a community that has always been a part of their lives. In addition it would keep these children nearby and allow the parents and extended family to provide support. Most often adults with disabilities are moved to urban settings where they are isolated and only have contact with a caregiver. There are now seventeen families interested in their project.

Lot 42 is approximately 6 acres and zoned C-1 Commercial District. (Multiple family development would be allowed with approval of a Conditional Use Permit per Village Code.) The concept for the development would be between 25-35 units consisting of one building with 10 rental units and community space, 6-8 units structured as duplexes or town homes, and the remainder would be cottage or townhouse style single units for the disabled residents with a community space. HOOO is looking to partner with the Madison-based non-profit developer, Movin' Out, Inc., which focuses on building housing for people with disabilities. Movin' Out uses the 1/3, 1/3, 1/3 Concept in their developments. 1/3 of the units would be rented at straight market rate; 1/3 of units as affordable housing; 1/3 of the units for disabled adults either rented or owned by the residents. HOOO has ten disabled adults ready to rent/own a unit at this time. Amenities would include green spaces, raised garden beds, shared picnic/gazebo/grilling areas, walking paths and sidewalks. The site would be ADA accessible. The project would be consistent with the appearance of the Valle Tell Subdivision with single family home-types, duplexes and/or townhouses types. The anticipated cost of the project is between \$5-7 million with tax credits being applied for help with the funding. Ms. Oemichen shared slides of a Movin' Out residential blended community in Stoughton called Elven Sted to give the Commission a feel of what the proposed development could look like. Movin' Out has also recently completed developments in Middleton, Waunakee, and on the east side of Madison following the 1/3 concept.

HOOO is also looking to partner with SWCAP, which would take part in a secondary role to Movin' Out. Wally Orzechowski, with SWCAP, provided a timeline on the process to apply for the tax credits. An application would need to be submitted by this fall with notification of the tax credits being granted by April/May 2018. To apply site control would be needed by the applicant as well as engineering and architectural plans of the development. The cost to prepare the application could run between \$30,000 and \$50,000.

Ms. Oemichen stated the development would benefit the community in many ways. The project could meet the need for high quality market and affordable housing as stated in the Village's Comprehensive Plan. There would be the creation of 50 or more jobs to meet the support needs of the disabled residents. A possible partnership with the New Glarus High School Certified Nursing Assistant (CNA) training program could also provide support to the disabled residents. Pastor Kim and others from the Swiss Church have expressed interest in the project and the possibilities it will create within the community. An increased tax base to the Village.

Backtown as alternative location for the project was discussed. It was noted with the uncertainty of when the municipal garages would be relocated could delay the proposed development.

Overall the Commission was pleased with the concept that was presented. Ms. Oemichen asked if the Village would be willing to provide a letter to Movin' Out expressing their support of the concept. There are other organizations bidding for an opportunity to partner with Movin' Out. HOOO feels that support from the Village could aid in Movin' Out considering them for a development. Motion by Mike Marty, 2nd by Kevin Budsberg to direct staff to prepare a letter expressing general support of the HOOO concept. Motion carried.

Ms. Oemichen asked the Commission what concerns would Village residents have regarding their proposed concept. Traffic generated with the development, noise, lighting, and Swiss Design could be some of the concerns. It was suggested that holding a listening session could be helpful to HOOO. It was noted that if the project moved forward the next steps would be applying for a Conditional Use Permit, Site Plan Review, and Design Review.

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

ADJOURNMENT: Motion by Beth Alderman to adjourn, 2nd by Mike Marty. Motion carried. Time 7:45 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
MARCH 16, 2017
DRAFT Minutes

PUBLIC HEARING – VARIANCE REQUEST – DUANE YAUN (211 HOESLY DR, T.P. 23-161-645.0220)

PRESENT: Roger Truttman, Denise Anton Wright, Kevin Budsberg and Colleen Bell. Mike Marty joined the meeting at 6:31 p.m. ABSENT: Beth Alderman and Suzi Janowiak. ALSO PRESENT: Duane Yaun, New Glarus Fire Chief Dave Anderson, Ron Erickson, Katherine May, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:30 p.m. Duane Yaun of Top Notch Feed & Pet Supply is requesting two variances from the Sign Ordinance pertaining to the size of signs. Mr. Yaun would like to install a 133 SF metal, non-illuminated wall sign facing Hwy 69 on his building located at 211 Hoesly Drive. Code requires that no sign shall exceed 64 SF and signs shall not exceed 32 SF for each activity.

With no public comments, Kevin Budsberg moved to close the public hearing, 2nd by Denise Anton Wright. Motion carried at 6:31 p.m.

PUBLIC HEARING – VARIANCE REQUEST – NEW GLARUS FIRE DISTRICT (219 3RD AVENUE, T.P. 23-161-292)

PRESENT: All those present for the first public hearing.

Chairman Roger Truttman opened the public hearing at 6:31 p.m. The New Glarus Fire District has submitted an application for a land division/consolidation by CSM to divide 17.33' from the rear yard of the property located at 219 3rd Avenue. The divided portion would be consolidated with the adjacent property at 218 4th Avenue. As a result of the proposed CSM the remainder of the property at 219 3rd Avenue would be non-conforming from a lot area perspective under the Zoning Ordinance. The New Glarus Fire District is requesting a variance for division of a lot that would not conform to zoning regulations.

As an adjoining property owner to the two parcels, Kevin Budsberg distributed a memo from himself and his wife expressing their concerns with potential storm water runoff from the proposed area disturbing their property. Mr. Budsberg noted that on the Environmental Assessment Checklist that is part of the Fire District's land division application, the applicant states there is no changes in relief and drainage patterns of the project site. He disputes this because of the history of drainage issues involving storm water produced by the impervious areas of the Village parking lot, Village Hall, and portions of the Fire Station. Mr. Budsberg also noted that the applicant indicated on the checklist that the proposed area of consolidation isn't in a floodplain. Attached to his memo he provided a copy of the 2009 FEMA Floodplain Map, and the area just falls into the floodplain. He just asks that the applicant corrects their application. He is very supportive of the Fire District and hopes they will incorporate appropriated measures in their proposed plans to handle storm water that runs through the area.

With no further public comments Kevin Budsberg moved to close the public hearing, 2nd by Mike Marty. Motion carried at 6:34 p.m.

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

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF JANUARY 19, 2017 MINUTES: Kevin Budsberg moved to approve the minutes of January 19, 2017, 2nd by Colleen Bell. Motion carried.

CONSIDERATION: VARIANCE REQUEST: DUANE YAUN (211 HOESLY DR): Duane Yaun stated that the 133 SF sign he is requesting is an appropriate size to be visible from Hwy 69. With safety as a concern Mr. Yaun feels anything smaller would be difficult to read from the highway and could distract motorists that might be trying to read it while driving by the Industrial Park. Mr. Yaun indicated that people have told him they didn't realize he was located in the Industrial Park because of signage. Denise Anton Wright questioned the size of the sign on the neighboring building and if a variance had been granted to that business. Administrator Gadow explained that Staff had researched the sign on the Wrecktify building. The sign had been updated from the previous owner's sign (Vetterli's Auto Body), which was grandfathered when the sign ordinance was amendment. Mike Marty expressed concern that since he has been on the Plan Commission there has been quite a few variance requests for signage in the Village. Discussion followed regarding if the sign ordinance should be amendment especially pertaining to the Industrial District and other alternatives of signage in the Industrial Park. Administrator Gadow suggested if the Commission was interested in reviewing the sign ordinance, it could be done along with a review of the landscape ordinance requirements in the Industrial District.

Motion by Denise Anton Wright, 2nd by Kevin Budsberg, to grant approval the variance request application for Duane Yaun of a 133 SF non-illuminated wall sign as depicted in the application, and further direct Staff to begin preparing a zoning ordinance amendment for signage and landscape in the Industrial District for future consideration by the Plan Commission. Motion carried with four (4) in favor, one (1) opposed (Budsberg).

CONSIDERATION OF VARIANCE REQUEST AND RECOMMENDATION OF LAND DIVISION AND CONSOLIDATION BY CSM: NEW GLARUS FIRE DISTRICT (219 3RD AVENUE): Fire Chief Dave Anderson stated the reason for the land division request is that the Fire District would like to add 36' to the existing fire station, which would bring it over the lot line. With the addition of 17' consolidated from the property at 219 3rd Avenue, it would create an 11' buffer and no firewall would be required. Mike Marty questioned if there was a mortgage on the property. The response was that yes there was a mortgage on the home. Mr. Marty stated since there was a mortgage, lender and mortgage certificates need to be added to the CSM. Mr. Marty was also concerned if rear yard setbacks were in compliance with code and that the submittal of the application was incomplete with the property in the floodplain zone. Ownership of the property at 219 3rd Avenue was questioned. Fire Chief Anderson explained that the New Glarus Fire Department had purchased the property because the Fire District wasn't able to at the time. Discussion followed regarding the long term plan for the house and the concern if the home was ever sold by the Fire Department it would be considered a substandard lot. The house is currently being rented out, and the Fire Department and District have discussed eventually razing the house for future expansions to the fire station. Another option has been to use the house as living quarters if the Fire Department ever hired full-time staff. It was asked if the Fire Department would be in favor of adding a deed restriction to the property at 219 3rd Avenue to prevent the sale of the property to anyone other than the Fire District. They could also plan phases for expansion on the two lots with the restriction in place. Ron Erickson replied that the Fire District Board wouldn't have issues to a deed restriction.

He could bring it before the Fire Department and Fire District for approval. Discussion followed regarding the need for expansion of the fire station. Fire Chief Anderson stated that Town & Country Engineering will be contracted to address the storm water flow. There is no plans on changing any grades of the property.

Motion by Mike Marty, 2nd by Kevin Budsberg, to grant approval of the Variance request and Land Division/Consolidation by CSM for the New Glarus Fire District with the following conditions:

- Add owner and lender certificates on CSM.
- Add dimensions of the rear of the building to the rear lot line in Lot 2.
- Note on CSM of a Deed Restriction on Lot 2 placing ownership to Fire Department or Fire District.
- Record Deed Restriction subsequent to CSM approval.
- Correct Land Division/Consolidation by CSM application and submittal related to floodplain question.

Motion carried five (5) to zero (0).

CONSIDERATION: SITE PLAN REVIEW: NEW GLARUS BREWING COMPANY (HILLTOP FACILITY):

The New Glarus Brewing Company has submitted an application for Site Plan Review of a proposed addition to their hospitality area at the Hilltop facility. The proposed addition would extend out onto the existing paved parking lot and be two (2) stories of 1,500 SF each for a total of 3,000 SF of additional building SF. The design of the expansion would architecturally mirror the existing style of the rest of the facility.

The proposed expansion would remove eight (8) parking stalls that are located at the entrance of the property. However, the property has three (3) ADA stall and sixty eight (68) other parking stalls for a total of seventy one (71) stalls. This would exceed the zoning requirement of sixty (60) stalls. Additionally, overflow and employee parking is located on the west side of the facility.

Staff does not have any building or site related issues with the proposed expansion, and recommends approval.

Motion by Kevin Budsberg, 2nd by Colleen Bell to recommend approval of the Site Plan for the New Glarus Brewing Company as presented.

Motion carried five (5) to zero (0).

BUILDING INSPECTOR REPORT: The Commission reviewed the January and February Building Permit Issuance Reports.

ADJOURNMENT: Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 7:31 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
FEBRUARY 16, 2017
NO MEETING**

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
JANUARY 19, 2017
DRAFT Minutes**

PUBLIC HEARING – VARIANCE REQUEST – NEW GLARUS BREWERY (2400 HWY 69)

PRESENT: Roger Truttman, Beth Alderman, Denise Anton Wright and Suzi Janowiak. Mike Marty joined meeting at 6:34 p.m. ABSENT: Kevin Budsberg and Colleen Bell. ALSO PRESENT: Katherine May, Drew Cochrane and Deputy Clerk Barb Roesslein.

Chairman Roger Truttman opened the public hearing at 6:31 p.m. The New Glarus Brewing Company has submitted an application for a variance from the 35 ft height limit for structures in the Industrial District. The applicant is proposing to construct an additional cellar structure adjacent to two existing cellar structures on the Hilltop Facility.

With no public comments Beth Alderman moved to close the public hearing, 2nd by Suzi Janowiak. Motion carried at 6:32 p.m.

CALL REGULAR MEETING TO ORDER: Chairman Roger Truttman called the regular meeting to order at 6:32 p.m. PRESENT: All those present at the public hearings.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

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

APPROVAL OF DECEMBER 15, 2016 MINUTES: Denise Anton Wright moved to approve the minutes of December 15, 2016, 2nd by Beth Alderman. Motion carried.

CONSIDERATION: VARIANCE REQUEST: NEW GLARUS BREWERY (2400 HWY 69):

Chairman Truttman stated that the variance request being presented is similar to a previous building height variance approved by the Plan Commission on March 28, 2013 for the two existing cellar structures. Katherine May commented that the proposed cellar structure would have a higher ridge, but the building would be lower than the existing cellar structures.

The variance request being presented:

Code Section	Code Requirement	Proposed	Variance Request	Staff Recommendation
§ 305-20(E)(1)	35 ft Building Height Limit	64.5 ft Building Height	29.5 ft	Approval

Motion by Beth Alderman, 2nd by Denise Anton Wright, to approve the variance request for the New Glarus Brewery as presented. Motion carried.

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

ADJOURNMENT: Motion by Mike Marty to adjourn, 2nd by Suzi Janowiak. Motion carried. Time 6:36 p.m.

Minutes taken by: Barbara Roesslein

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING