

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
NOVEMBER 15, 2018**

ROLL CALL:

PRESENT: Roger Truttmann, Kevin Budsberg, Chuck Phillipson, Susi Janowiak, and Denise Anton Wright. ABSENT: Beth Alderman and Mike Marty. ALSO PRESENT: Kyle Dumbleton, Chris Gosch, Mary Wright, Dan O'Connell, Susan Wallitsch, Mary Anne Oemichen, Ron Saluski, John Hay, Jan Hay, Susan Anderson, Steve Anderson, Pat Mayerhofer, George Mayerhofer, Lori Wirts, Brad Winder, Keli Winder, Susan Winder, Lori Snyder, Chris Burton, Bob Roth, Dawn Hahn, Village Trustee Anthony Edge, Village Engineer Pat Rank, Village Administrator Bryan Gadow and Deputy Clerk Barb Roesslein.

CALL REGULAR MEETING TO ORDER: Chair Roger Truttmann called the regular meeting to order at 6:40 p.m.

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

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

APPROVAL OF OCTOBER 25 2018 MINUTES: Suzi Janowiak moved to approve the minutes of October 25, 2018, second by Kevin Budsberg. Motion carried.

DISCUSSION/CONSIDERATION: LOT 42 VALLE TELL MULTIPLE FAMILY DEVELOPMENT – WHPC AND HOOO: Administrator Gadow gave a recap from the October 25, 2018 Plan Commission meeting. After holding the required Public Hearing and reviewing the development application from WHPC and HOOO, the Plan Commission approved the Conditional Use Permit to allow multiple family use, Variance #5 for Swiss Design Waiver, and Land Division by CSM. The two Variances for parking, two Variances for density, and Site Plan Review for Lot 1 of proposed development were continued for review on November 15, 2018.

VARIANCES FOR PARKING AND DENSITY: Project Architects Kyle Dumbleton and Chris Gosch presented revisions made to the initial submitted plan. They indicated that they reviewed a number of options to address the Plan Commission's request to increase the number of parking stalls within the development. Their goal was to add additional parking stalls without disrupting the topography of the site nor reducing the amount of units being proposed. The Applicant is purposing 35 covered, 27 surface, and 13 inset parallel parking stalls for PHASE 1. This is an increase of 12 parking stalls from the initial plan. This would result in a Variance Request of 5 stalls and the Applicant is requesting that the Special Needs units be reduced to one parking stall per unit from the requirement of two parking stalls per unit. It was noted that the occupants in the Special Needs units would never drive nor own a vehicle. Parking for visitors would only be needed for those units. There was a question regarding buses being left parked on site for the Special Needs residents. There wouldn't be any buses parked on site at any time. Private bus services would be contracted by the families. The Applicant stated that the inset parallel parking plan along Elmer Road meets setbacks and follows WIDOT tested recommendations. It was noted that the inset parking would also offer better access for emergency vehicles to the development. There was also discussion if the inset parking would be exempt from Winter Alternate-side Parking and whether the inset parking area would be considered public or private parking. Administrator Gadow explained that Village Staff is currently looking at the parking codes of the Village. A determination could be made

whether to exempt or limit parking time during the winter. The Applicant felt the inset parking would be private for residents of the development. Village Engineer Pat Rank suggested that Village Staff check with the Village Attorney in regards to ownership of the inset parking area because of changes to State law. The width of Elmer Road was discussed and modifications that would be needed. Village Engineer Pat Rank stated that he would like to see a 5 ft. terrace between sidewalk and inset parking. If the sidewalk fell on private property an easement would be needed, but Mr. Rank felt that everything could fit in the ROW. He is also waiting to receive detailed information from the Applicant's engineer. It was questioned if specific sized parking stalls (compact car only) could increase the number of stalls and would there be assigned parking. Village Code requires a standard size stall at 180 sq. ft. The underground parking stalls would be the only parking assigned by unit.

The increased amount of density being requested for the total 80 units would result in a Variance Request for approximately 12%. The Applicant noted that the amount of units being proposed are needed to be able to cash flow the development while still maintaining the existing natural landscape of the area. The Applicant further explained that there is a need for affordable housing in New Glarus for those that work in the area and it is evident by the waiting lists at the New Glarus Home Duplexes and Apartments. The Affordable Housing Tax Credits being applied for PHASE 1 requires that 25% of the units are allocated for special needs housing and 75% for affordable housing. There is also a restriction that the use of the development be in place for 30 years. Wisconsin Housing Preservation Corporation has never sold a property that they have developed. It is still anticipated that PHASE 1 would be completed and open for leasing by 2020. PHASE 2 wouldn't begin for at least 5 to 7 years after PHASE 1 is completely occupied. Studies completed on the project indicate that PHASE 1 could be rented out within 4 ½ months after being opened. It was questioned whether there would be enforcement on the number of people allowed within one unit and if the units could be sublet. The Applicant stated as part of the lease units cannot be sublet. Subletting is also not permitted as one of the requirements with the Housing Tax Credits, which are highly regulated by State and Federal agencies. Standards set by Village code would need to be followed at 2 persons per bedroom.

Motion by Chuck Phillipson, second by Suzi Janowiak, to approve variance request for density as presented with the revised plan. Motion carried 5 to 0.

Motion by Chuck Phillipson, second by Suzi Janowiak, to approve variance request for the parking counts as presented with the revised plan. Motion carried 4 in favor, 1 opposed (Budsberg).

SITE PLAN REVIEW: There was concern by the Commission on infrastructure costs that could occur and be the responsible of the Village because of the development. It was pertinent that the Village be aware of any possible costs to the village. Administrator Gadow stated that connection of sidewalks to Valle Tell Park, the bridge at the intersection of Elmer Road and Kubly Road, and street lighting could be added to the Village's five year capital plan. Village Engineer Pat Rank was asked if he had any concerns with the proposed development. Mr. Rank stated that he needs more engineering plans regarding the street and utilities for the site plan review. The Applicant stated they thought detailed plans would be needed at the building permit level. They have first been waiting for the Variances and CUP approvals since these are needed for the Affordable Housing Tax Credits application process. The Affordable Housing Tax Credits application is due December 14, 2018 and they should have approval by March, 2019. The timetable to close on the property is at the end of April, 2019. They would like to return in May, 2019 to continue with the site plan review.

Motion by Kevin Budsberg, second by Denise Anton Wright, to continue review of the site plan until May, 2019 contingent on the following:

1. Village assesses condition of Elmer Road north of the development to the Elmer Road and Kubly Road intersection. (Village responsibility)

2. Evaluation of bridge at the intersection of Elmer Road and Kubly Road, especially for pedestrian safety. (Village responsibility)
3. Review of inset parking with Village Attorney to determine ownership and maintenance responsibilities. (Village responsibility)
4. Development of engineering plans and specifications to satisfaction of Village Engineer on items raised tonight and at October 25, 2018 meeting.
5. Review of final specifications by Plan Commission before building permit phase and act on May, 2019.

Motion carried 5 to 0.

ADJOURNMENT: Being no further business before the Plan Commission, Chair Roger Truttman adjourned the meeting at 7:52 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
OCTOBER 25, 2018
DRAFT Minutes

PUBLIC HEARING –WISCONSIN HOUSING PRESERVATION CORP. (WHPC) AND HOME OF OUR OWN (HOOO):

PRESENT: Roger Truttman, Suzi Janowiak, Denise Anton Wright, Beth Alderman, and Kevin Budsberg. ABSENT: Chuck Phillipson and Mike Marty. ALSO PRESENT: Christopher Gosch, Kyle Dumbleton, Justin Zamparde, Mary Wright, Dan O'Connell, Dan Kroelz, Mark Shubak, Lori Wirts, Robert Hansen, Rosemary Hansen, Jan Hay, James Rossing, E.K. Kummer, Bruce Braughler, Becky Heck, Kirsten Houghton, Larry Houghton, Ron Saluski, Brad Winder, Keli Winder, Susan Winder, Kim Moeller, Steve Anderson, Doug Brennes, Anthony Edge, Ruth Anderegg, Jeanne Meier, Christine Craven, Carol Holmes, Bob Roth, Christine Burton, Dawn Hahn, Mary Anne Oemichen, Susan Wallitsch, Bob Wieser, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chair Roger Truttman opened the public hearing at 6:30 p.m.

Administrator Gadow gave an overview of the proposed project being presented. The Wisconsin Housing Preservation Corporation and Homes of Our Own, Inc. (collectively, the "Applicant") proposes to construct a two (2) phased multiple family development on the Lot 42 property, south of the Valle Tell neighborhood on Elmer Road. The property is zoned C-1 Commercial District. The project includes the following components:

- Phase I: Forty (40) Units of Multiple Family Residential
 - 3 Story Wood Framed Building, with a level of underground parking
 - 10 units will be dedicated to special needs residents
 - 30 affordable units will be a mix of 1, 2, and 3-bedroom units
- Phase II: Forty (40) Units of Market-Rate Multiple Family Residential

The Applicant has submitted applications for a Conditional Use Permit (CUP) to allow a multiple family residence in a C-1 Commercial District, and Variances for Parking Counts; Density (Minimum Lot Area Per Dwelling Unit); and Swiss Design Guidelines Waiver.

Rosemary Hanson stated she isn't against the purpose of the project and realizes housing for special needs individuals is hard to find. She is concerned with the amount of traffic the project will generate. She was surprised the development would consist of 80 units, which she felt would be a loss of green space. She questioned if 80 units were needed with 3 levels.

Jan Hay stated she has concerns with additional congestion of traffic on Elmer Road and bridge intersection due to the proposed development.

James Rossing asked if the infrastructure can support all of the units being proposed. He has safety concerns with the additional traffic on Elmer Road, especially by the Valle Tell Soccer Park with children and parked cars.

Bruce Braughler stated he understands the battle with progress. He feels there is a need for reasonable rentals, which will benefit the Village as a whole.

Becky Heck stated she has a son with autism and has connected with the HOOO organization as a resource. She feels that WHPC and HOOO will bring good things to New Glarus. She lives in Barneveld and noted that when a large business came to the Village of Barneveld her property values increased in one year's time rather than decreasing.

Kim Moeller stated she is excited about the proposed project because people want to be in New Glarus. Things are different than they were 50 years ago. Traffic issues can have an impact on live, but it can be overcome as well as minor inconveniences. She asked, who do we want to be as a community. She noted as other communities are closing up, New Glarus has a lot to offer.

Steve Anderson stated he is not against progress as long as it's done properly and everyone benefits. He doesn't believe there is infrastructure to support the size of the proposed project. On street parking near the Soccer Park and children running in between cars is an issue on Elmer Road as well as the lack of lighting. The bridge at the intersection of Elmer Road and Kubly Road is dangerous to walk across. He asked, what is the Village's commitment for safety in the area. There is infrastructure improvements needed.

Doug Brennes stated he is in favor of the proposed project. He was part of a similar project in Cross Plains.

Anthony Edge stated as a Village of New Glarus Board member he is attending to hear about the project.

Lori Writs stated as a property owner on Elmer Road since 1977 she has seen an increase in traffic and speeding on Elmer Road. She feels the project is a great idea for rentals in New Glarus. She does have a concern regarding any flood zone issues that might develop once Lot 42 is improved. What assurances can the Developer give to protect against flooding on her property, which is adjacent to Lot 42.

Unknown Member of the Public stated safety is a concern throughout the whole Village not just on Elmer Road. She noted that the Valle Tell Subdivision originally created a loss of green space. She has a special needs child that could benefit from the proposed project.

Bob Wieser believes all parking for the proposed project needs to be on-site parking, not on the street. He has concerns with storm water run-off into the nearby trout stream. Infrastructure needs to be improved.

Susan Winder stated that the intersection at Elmer Road needs reconfiguration as well as sidewalks and footbridge. She asked if this would be the responsibility of the Developer. She is also concerned about the impact to the school with the proposed project, which will lead to an increase of property taxes.

With no further public comments, Beth Alderman moved to close the public hearing, 2nd by Suzi Janowiak. Motion carried at 7:05 p.m.

CALL REGULAR MEETING TO ORDER: Chair Roger Truttmann called the regular meeting to order at 7:05 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 Kevin Budsberg. Motion carried.

APPROVAL OF AUGUST 23, 2018 MINUTES: Suzi Janowiak moved to approve the minutes of August 23, 2018, 2nd by Kevin Budsberg. Motion carried.

DISCUSSION/CONSIDERATION: LOT 42 VALLE TELL MULTIPLE FAMILY DEVELOPMENT – WHPC AND HOOO: Mary Wright and Dan O'Connell, of the Wisconsin Housing Preservation Corporation (WHPC), gave an overview of the organization. WHPC is a 501 (c) (3) nonprofit organization providing affordable housing. WHPC has developed affordable rental properties in 147 communities within 58 counties in the State of Wisconsin. They work with 8 property management companies to manage the units.

Susan Wallitsch, of Home of Our Own, Inc. (HOOO), introduced herself and provide an overview of the organization. They represent area families with adult special needs children. Their mission is to create a place where their children can continue to live in a rural setting that they are accustomed to rather than a large city where most special needs housing is located.

Kyle Dumbleton and Christopher Gosh, of Midwest Modern LLC, were introduced as the Project Architects. They provided a presentation of the proposed plan that will be developed in two phases. The Applicant is requesting to divide the current parcel into two lots by Certified Survey Map (CSM) for each phase. With the presence of wetlands adjacent to the Little Sugar River along the west side of the property, they are meeting all Wisconsin Department of Natural Resources (DNR) Wetland, Flood Plan, and Stormwater requirements and applying for the appropriate permits. Two retention basins will be included for stormwater management of the site. Soil types have been identified on the site as well as bedrock. The proposed project includes infrastructure improvements, sanitary sewer extension, water extension, inset street parking, surface parking, and sidewalks. There is an intent to develop a walking path from the site to the DNR State Trail with public access. Any infrastructure improvements outside of the development will not be part of the scope of the project.

PHASE 1 will be developed on the northern parcel (Lot 1) created by the CSM. The proposed building is to be a three story wood framed building with one level of underground parking. The building will be constructed as far south on the lot as possible while still meeting setback requirements to create a buffer to the Valle Tell Subdivision and adjacent properties. The Applicant appreciated the public comments received during the public hearing portion of the meeting. The site was chosen because of the conditional use for mixed use zoning of the property. Affordable Housing Tax Credits are being applied for PHASE 1 of development through the Wisconsin Housing and Economic Development Authority (WHEDA). The timeline to break ground for PHASE 1 is August 2019 with completion and starting leasing of units the Summer of 2020. PHASE 2 wouldn't begin until possibly 2023-2024. PHASE 1 is the first focus and would have to be successful before beginning PHASE 2. The rents for the 10 special needs units will start at \$408 per month. The rents for the remaining 30 affordable units will range from \$660 to \$1200 per month. To qualify for the affordable units, the average person would have to earn a minimum of \$13/hour. Some of the amenities included are laundry in each unit (except special needs units), underground and surface parking, community room, rooftop terrace, and utilities.

As part of the Project, the Applicant is requesting approval of five (5) variances related to the development of the site, including:

Code Section	Code Requirement	Proposed	Variance Request
§ 305-15(D)(6)(f)	3,300 SF of lot area per unit	2,863 SF of lot area per unit	Reduction of 437 SF of Lot Area per Unit for Phase 1
§ 305-15(D)(6)(f)	3,300 SF of lot area per unit	2,962 SF of lot area per unit	Reduction of 338 SF of Lot Area per Unit for Phase 2
§ 305-45	Multifamily dwellings: 2 stalls per unit.	1.6 stalls per unit (64 stalls provided vs 80 required)	Reduction of required parking stalls from 2 per unit to 1.6 per unit for Phase 1
§ 305-45	Multifamily dwellings: 2 stalls per unit.	1.75 stalls per unit (70 stalls provided vs 80 required)	Reduction of required parking stalls from 2 per unit to 1.75 per unit for Phase 2
§ 305-18(F)	Multiple Family Dwellings to meet Swiss Design Guidelines	Proposing a “Prairie” style architecture.	Waiver of requirement to meet Swiss design guidelines

Discussion followed with questions from the Commission to the Applicant regarding the proposed development:

- Community Room: Can the community room in PHASE 1 building be used by the public and is the developer committed to provide a public space? The community room is designated for the residents of the building. The outside terrace area could possibly be used for special events. PHASE 2 potentially can have space for a community center.
- Units:
 - Are the special needs units assisted living units? The special needs units are not assisted living like the ones at the New Glarus Home.
 - What are the affordable units? The affordable units are income based and not Section 8 housing. Renters would have to be working, likely in the community to support themselves. The average person would have to earn a minimum of \$13.00/hour and approximately a maximum of \$60,000/year.
 - What are workforce units in PHASE 2? PHASE 2 renters would be earning higher incomes.
 - Who would be the owner of PHASE 2? PHASE 2 would be owned by WHDC under a separate corporation.
 - Is PHASE 2 financially needed? The total 80 units from both phases is needed to be feasible for construction and land costs.
- Traffic: Concerns with increase of traffic with regards to the development and the safety of pedestrian traffic were discussed. A traffic study was conducted by Ayres Associates for the developer, which found Elmer Road and signals have sufficient capacity. It was noted that the speed limit on Elmer Road is 25 mph, but it isn't always observed. It was suggested that

possibly speed bumps and street lights on Elmer Road could be helpful. The bridge intersection at Kubly and Elmer Roads and the addition of sidewalks along Elmer Road were also discussed. It was noted that the Village could address the bridge intersection and sidewalks with future capital improvement projects. The financial hardship to the Village to make those improvements will need to be researched by Staff. It was noted that the walking path wasn't on the site plan. The Applicant stated it is still being developed. Kevin Budsberg suggested that the Applicant contact Kruse Foundation to have walking path access DNR State Trail. This could keep path away from Kubly Road.

- **Parking:** Because of the concerns with traffic on Elmer Road, the Commission wasn't in favor of the proposed on street parallel parking in front of the development. The consensus of the Commission was that the Village Parking Ordinance should be met and that parking needs to be adequate for any event on the site. The existing plans do not address over flow parking. It was suggested by the Commission that by reducing the amount of units this could eliminate the need for variances for parking and density. The Applicant was asked during the construction period how would parking be handled by the construction crews. The construction crews will park on site and follow the parking restrictions the Village might have.
- **Infrastructure:** The Commission asked Administrator Gadow if there would be any capacity issues with water and at the Treatment Plant. The Village's Utility Department and the Village's Contract Engineers, Strand Associates, have reviewed the proposed utility plans and didn't have any concerns. It was noted that the proposed site plan was also given to the Police Department, Fire Department, and EMS, but no comments were received. The Commission also questioned if PASER ratings are conducted on Elmer Road. They are completed every two years with the last one conducted December 2017. The Applicant would be responsible for any damage to Elmer Road during the construction period. It was encouraged that the Village have soil borings done on Elmer Road to see what lays under the road before construction begins. When the sanitary sewer is extended to the site the road will be excavated at that time and conditions of the road can be determined then.
- **Building Design:** Question was raised why there was a request to waive the Swiss Design requirements. It was noted that the Swiss Design guidelines are more appropriate along the Hwy 69 corridor (C-2 Highway Commercial District) and in the downtown business area (C-1 Commercial District). It is difficult to apply in a residential setting. The Design Review Committee will also review the architectural renderings of the proposed project and determine whether to grant a waiver of the Swiss Design guidelines.

Overall the Commission is in favor with the proposed project, but would like to see a few modifications. Justin Zamparde, of Vierbicher Associates, Inc, Civil Engineer for the proposed project noted they will provide additional information during the permitting process when engineering plans are submitted. Administrator Gadow clarified to the Commission if they would like to hold site plan for review at a later date per Village Code the timeline for approval of the site plan would require an extension granted by the Applicant. The Applicant has agreed to an extension approval to November 15, 2018.

Motion by Beth Alderman to approve CUP per § 305-18(B)(1) and § 305 (C)(1) of the Municipal Code the Village of New Glarus to allow for Multiple Family Development in the C-1 Commercial District for WHDC and HOOO, second by Denise Anton Wright. Motion carried 5 to 0.

Motion by Beth Alderman, second by Kevin Budsberg, to table Variance applications #1- #4 (as outlined on page 4 of staff memorandum dated October 22, 2018) for continuation on November 15, 2018, requesting the Applicant to revise applications to meet Village Parking Ordinance

requirements, and to remove the 10 on street parallel parking stalls on the plan (27 needed). Motion carried 5 to 0.

Motion by Denise Anton Wright, second by Suzi Janowiak, to approve Variance #5 (Swiss Design Waiver). Motion carried 5 to 0.

Motion by Beth Alderman, second by Suzi Janowiak to recommend approval of the Land Division by CSM for WHDC and HOOO. Motion carried 5 to 0.

Motion by Beth Alderman, second by Kevin Budsberg, to continue review of Site Plan to November 15, 2018. Motion carried 5 to 0.

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

ADJOURNMENT: Being no further business before the Plan Commission, Chair Roger Truttman adjourned the meeting at 8:54 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
August 23, 2018**

ROLL CALL:

PRESENT: Roger Truttman, Kevin Budsberg, Chuck Phillipson, Susi Janowiak, Denise Anton Wright, and Mike Marty. ALSO PRESENT: Village Administrator Bryan Gadow and Randy Kubehl.

CALL REGULAR MEETING TO ORDER: Chair Roger Truttman called the regular meeting to order at 6:32 p.m.

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

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

APPROVAL OF July 19, 2018 MINUTES: Kevin Budsberg moved to approve the minutes of July 19, 2018, 2nd by Denise Wright. Motion carried.

CONSIDERATION OF SITE PLAN: RPM MOTORS – 196 INDUSTRIAL DR: Randy Kubehl described the proposed 42 ft addition for RPM Motors, with construction occurring on the existing parking lot. Administrator Gadow noted that given that the application is for an addition to an existing structure, some of the items required on the site plan checklist would not be necessary, and the Plan Commission should consider an amendment to ordinance to allow the waiver of certain site plan items if they are not necessary. Motion by Chuck Phillipson to approve the Site Plan for the proposed addition at RPM Motors, second by Mike Marty. Motion carried.

Kevin Budsberg noted that the ordinance should be updated to reflect when certain site plan checklist items may be waived, with the Plan Commission determining whether the items should be waived on a case-by-case basis. Chuck Phillipson stated the key phrase would be "when required". Administrator Gadow stated that he will work on potential ordinance language for review at a future meeting.

BUILDING INSPECTOR'S REPORT: Chair Roger Truttmann noted that the Building Inspector's Report was included in the packet. Administrator Gadow reviewed the final plan set for the New Glarus Fire District expansion project with the Commission members.

ADJOURNMENT: Chair Roger Truttmann noted that all business being completed, the meeting stood adjourned at 6:45 p.m.

Minutes taken by: Bryan Gadow, Village Administrator

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
July 19, 2018**

ROLL CALL:

PRESENT: Roger Truttmann, Kevin Budsberg, Chuck Phillipson, and Mike Marty. ALSO PRESENT: Village Administrator Bryan Gadow, Cara Carper, Randy Kubehl, Larry Kubehl, Mary Wright, Dan O'Connell, Monica Pernot, Bob Pernot, Dawn Hahn, Kyle Dumbleton, Linda Nelson, Walter Orzechowshi, Mary Anne Oemichen, Susan Wallitsch, Christopher Gosch, Mark Wallitsch, Beth Luchsinger, and Bill Oemichen.

CALL REGULAR MEETING TO ORDER: Chair Roger Truttmann called the regular meeting to order at 6:30 p.m.

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

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

APPROVAL OF April 26, 2018 MINUTES: Kevin Budsberg moved to approve the minutes of April 26, 2018, 2nd by Chuck Phillipson. Motion carried.

CONSIDERATION OF SITE PLAN: RPM MOTORS – 196 INDUSTRIAL DR: Randy Kubehl described the proposed 42 ft addition for RPM Motors. Mike Marty noted that the application materials did not contain a site plan as required under ordinance, and asked Mr. Kubehl to prepare a site plan per the Site Plan checklist. Motion by Kevin Budsberg to continue review of the application to a future meeting to allow completion of a site plan, second by Mike Marty. Motion carried.

PRESENTATION: HOME OF OUR OWN, INC – VALLE TELL LOT 42 MULTIPLE FAMILY RESIDENTIAL PROJECT: Mary Anne Oemichen provided an overview of the Home of Our Own, Inc. ("HOOO") organization, noting that they are representing area families with adult special needs children looking to establish a place where they can live and integrate into a small community. She noted that HOOO operates under the non-profit status of the Southwest Community Action Program (SWCAP) out of Dodgeville, and that HOOO has the support of

Green County Health Services, Green County Development Corporation, and the local Green County Commissioner, among other stakeholders.

Mary Wright, of the Wisconsin Housing Preservation Corporation (“WHPC”), stated they are partnering with HOOO on this project, and that WHPC sole mission is to develop and preserve affordable multiple family units across the state. She noted that a Baker Tally study had been completed, which highlights the demand and need for affordable rental housing in the area. She also noted that the project would pay taxes into the community. She reviewed the other projects that WHPC is involved in across the state.

Dan O’ Connell, of WHPC, described the proposed two phase project for Lot 42 of Valle Tell. Phase I would consist of a total of 40 rental units, of which 10 would be set aside for adult special needs children, and the remaining 30 would be affordable units, based on federal tax credit financing. Phase II would be 40 additional rental units, but would not be pursued until Phase I is completed and fully occupied. He noted the units would be a mixture of 1, 2, and 3 bedroom units, with rents from \$403 to \$1133, depending on number of bedrooms.

Kyle Dumbleton and Chris Gosch, of Midwest Modern LLC (Project Architects) provided an overview of the project design, describing the proposed site plan and architectural renderings. They described the needs for variances for lot area and parking spaces as part of a future application. Mike Marty asked why a Certified Survey Map was necessary and if there was to be two separate owners of each phase. Dan O’ Connell indicated that WHPC would be the owner of Phase I, which is contingent on receipt of federal tax credits, and that Phase II would likely be workforce/market rate housing, with a separate owner.

Mike Marty asked if the project would incorporate Swiss Design elements. Kyle Dumbleton and Chris Gosch noted that the buildings would likely have a prairie style of architecture, and that they may request waiver of the Swiss design standards. Kevin Budsberg asked about the height of the buildings from peak to grade. Kyle Dumbleton stated that from the west they would look like 3 stories, but from Elmer Road it would be 1.5 to 2 stories with height of less than 35 ft. Kevin Budsberg asked if any thought had been provide on partnerships for seniors. Dan O’ Connell noted that they had reached out to the New Glarus School District and had conversations with a local church. Kevin Budsberg noted that parking may be an issue if other community uses were to occur on the site.

Chuck Phillipson asked if the project would pay property taxes. Dan O’ Connell indicated that yes it would, given how the federal tax credits are structured, and that it is not a Section 8 project. Chuck Phillipson asked for additional information to be provided at a future meeting, including: impact to Village water and sewer systems; review of the Baker Tilly market study; and net income operating statements for the project.

Dan O’ Connell, Mary Wright, and Mary Anne Oechmin thanked the Plan Commission for hearing their presentation, and noted that they would be back before the Plan Commission with formal applications in the coming months, as the deadline for the federal tax credit application is early December.

BUILDING INSPECTOR'S REPORT: Chair Roger Truttman noted that the Building Inspector’s Report was included in the packet.

ADJOURNMENT: Chair Roger Truttman noted that all business being completed, the meeting stood adjourned at 7:59 p.m.

Minutes taken by: Bryan Gadow, Village Administrator

VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
APRIL 26, 2018
DRAFT Minutes

PUBLIC HEARING – CONDITIONAL USE PERMIT – (CORBIN JUDD AND SHACIR RUSHITI)

PRESENT: Roger Truttmann, Suzi Janowiak, Denise Anton Wright, Beth Alderman, and Kevin Budsberg. ABSENT: Mike Marty. ALSO PRESENT: Katherine May (New Glarus Brewing Co), Kim Kritzke, Al Lienhardt, Mark Renner, Corbin Judd, Jaqueline Judd, Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

Chair Roger Truttmann opened the public hearing at 6:30 p.m.

Corbin Judd (the "Applicant"), with written permission from Shacir Rushiti (the "Owner") has submitted an application for a conditional use permit (CUP) to allow a multiple family residence at the former Town Edge property at 1407 2nd Street. The property is currently zoned C-1 Commercial District, which allows any permitted use as permitted in the R-1 Residential District. Multiple family dwellings are permitted as a conditional use in the R-1 Residential District.

Mr. Judd stated that he is purchasing the property at 1407 2nd Street, which currently contains a commercial space and two (2) residential apartments. He is proposing to renovate the existing apartments into four (4) three bedroom residential apartments as income property. The CUP is being requested to allow for the multiple family use. The commercial space will remain commercial with the possibility of the unit being rented out. Mr. Judd also noted that he and his wife would like to open a café in the commercial unit, but the earliest this could happen would be in 2020.

Mike Renner (1415 2nd Street) asked if there would be any modifications to the grounds of the property. Mr. Judd responded that the parking lot would remain the same, but possibly a fence would be placed around the residential portion of the property.

With no further public comments, Kevin Budsberg moved to close the public hearing, 2nd by Suzi Janowiak. Motion carried at 6:35 p.m.

CALL REGULAR MEETING TO ORDER: Chair 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: Denise Anton Wright moved to approve the agenda as presented, 2nd by Kevin Budsberg. Motion carried.

APPROVAL OF MARCH 22, 2018 MINUTES: Denise Anton Wright moved to approve the minutes of March 22, 2018, 2nd by Roger Truttmann. Motion carried.

CONSIDERATION OF CONDITIONAL USE PERMIT: CORBIN JUDD AND SHACIR RUSHITI:

Administrator Gadow affirmed the overview provided by Corbin Judd regarding the multiple family use that he is proposing. The existing lot square footage meets the requirements for the four proposed dwelling units. Based upon the materials provided, Staff recommends approval of the CUP to allow the construction of two (2) additional residential units for a total of four (4) residential units on the property located at 1407 2nd Street. The Commission reviewed the plans provide by Mr.

Judd. Discussion followed with the following being noted:

- The existing entrance on the west side of the apartments will remain.
- Every unit has two (2) exits.
- Off-street parking is adequate and located on the north side of the property.

- There are no modifications planned for the exterior of the units at this time.
- There will not be any additional signage to the property.
- Exterior lighting shall meet Village code requirements.

The Commission inquired if the units would be ADA compliance. Administrator Gadow stated this would be addressed with the submittal of the State plans for a building permit.

Motion by Beth Alderman, 2nd by Suzi Janowiak to approve the Conditional Use Permit for Corbin Judd as presented. Motion carried five (5) to zero (0).

CONSIDERATION OF SITE PLAN REVIEW: NEW GLARUS BREWING CO. (LAKEVIEW FACILITY):

Katherine May provided an overview of the application submitted by the New Glarus Brewing Company for Site Plan Review of a proposed freezer addition in the rear yard of the former Brennan's facility at 218 Hoesly Drive (the "Lakeview Facility"). The property has an existing concrete pad abutting the east (rear) side of the building, which would be removed, and replaced with 3,750 SF freezer. The freezer addition would be constructed of metal wall panels to match the existing material on the building. The addition would be screened from view from the east, due to the slope of the hill. They are keeping the existing landscaping, exterior, and docking area of the building, but will not be placing any branding on the facility since it will be used mainly for storage. The interior of the facility is very clean, but temperatures inside only get down to 36 degrees Fahrenheit. Temperature of 0 degrees Fahrenheit is needed for the brewery's needs and is the reason for the proposed freezer addition.

Motion by Beth Alderman, 2nd by Denise Anton Wright 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 March Building Permit Issuance Report.

ADJOURNMENT: Being no further business before the Plan Commission, Chair Roger Truttman adjourned the meeting at 6:53 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
MARCH 22, 2018**

ROLL CALL:

PRESENT: Roger Truttman and Denise Anton Wright. ABSENT: Beth Alderman, Mike Marty, Suzi Janowiak, and Kevin Budsberg. ALSO PRESENT: Katherine May (New Glarus Brewing Co), Village Administrator Bryan Gadow, and Deputy Clerk Barb Roesslein.

LACK OF QUORUM: Administrator Gadow noted that due to the lack of quorum, no commission action could take place at this meeting. He noted that the members present could hear a presentation from the Applicant without taking any action.

PRESENTATION ON VARIANCE REQUEST AND SITE PLAN FOR NEW GLARUS BREWING CO:

Katherine May gave an overview regarding the proposed construction of a new building to house a new 35' aeration tank for their water pre-treatment system. This facility will be built approximately

50' from the existing pre-treatment facility at the entrance to the brewery's Hilltop property. The new building will need to be 40' to be able to accommodate the aeration tank. A Variance is being requested from the Village Code's Building Height limit of 35'. The existing facility is at 32.9' in height. The proposed building will be built into the lower hillside, which will make the building look lower than the existing building. The exterior of the building will include carriage doors, stone work, and board and batten siding.

Administrator Gadow stated that the Variance Request and Site Plan would go before the Village Board at their April 4, 2018 meeting for consideration.

Minutes taken by: Barbara Roesslein

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING