

**TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, OCTOBER 19, 2023, 6:00 PM  
AGENDA**

**Join by Zoom:** <https://us06web.zoom.us/j/89209957259?pwd=5zezpRWM5O4bE7jagOp1Jy3ore1UpG.1>

**Meeting ID:** 892 0995 7259

**Passcode:** 902843

**Dial by your location:** 312 626 6799

New Glarus Town Hall  
26 5<sup>th</sup> Avenue  
New Glarus, WI 53574

DATE: Thursday, October 19, 2023  
TIME: 6:00 PM

NOTICE IS HEREBY GIVEN that Town of New Glarus Plan Commission, County of Green, may act on the following matters if any required public hearing has been held:

1. Call to Order/Confirm Proper Proof of Posting
2. Approve Minutes from September 21, 2023
3. Review Richard and Mary Hefty Property Potential from October 13, 1997 to Present
4. Inquiries Received by Town Staff
  - a) Continue discussion re: development potential for property owned by Kristine Vike-Steinich
  - b) Update on Larry Disch inquiry about 72.71 acres within Village ETZ, A-T District
  - c) Inquiry from Garrison and Gerry Ott re: development potential of 36.38 acre parcel with one existing home within the Village ETZ, A-P District
  - d) Inquiry from Dave Lamp re: development potential of 42.39 acre parcel with one existing home
  - e) Inquiry from Margaret Howden re: remaining development potential of contiguous and non-contiguous acreage with one existing homesite and three cluster lot division
5. Discuss and Possibly Recommend to Town Board Approval of Impact Fee Update Agreement Amendment 1
6. Review Updated Development Checklist as Prepared by Tim Schleeper, Vierbicher, and Supply Feedback with Possible Changes and/or Motion to Recommend Approval by Town Board (if needed)
7. Continue Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access
8. Continue to Discuss Town Process for Development Potential Questions
9. Adjourn

Pursuant to applicable law, notice is hereby given that a quorum or a majority of the New Glarus Town Board Members may attend this meeting. Information presented at this meeting may help form the rationale behind future actions that may be taken by the Town of New Glarus Board. Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance: 608-527-2390.

Posted: 10/12/2023

Rev. and Reposted 10/16/2023

New Glarus Town Hall

New Glarus Maintenance

New Glarus Post Office

<https://townofnewglarus.com/>

Chris Narveson, Chair

Town of New Glarus Plan Commission

Tim Schleeper, Plan Administration

John Wright, Clerk-Treasurer

TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, SEPTEMBER 21, 2023  
MINUTES

Members Attending: Chris Narveson: Chair; John Ott, John Freitag, Reg Reis, Craig Galhouse (virtually) Mark Pernitz, and Robert Elkins

Absent: None

Also Attending: John Wright (virtually): Clerk-Treasurer and Tim Schleeper (virtually at 6:05 PM): contract planner from Vierbicher

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes:** Motion to approve the meeting minutes from August 17, 2023, as presented, was made by Commissioner Ott; seconded by Commissioner Pernitz. Motion carried 7-0.
3. **Continue to Discuss Concept Plan for 3-Lot Cluster Development and Re-Plat of Lot 1 of Certified Survey Map 2449 off of Kempfer Lane for Land Owned by Alice Bertelrud** – Chair Narveson reported that he has not received any updates from the property owner, the surveyor, or her legal counsel. A double chip seal has been applied to Kempfer Lane. There followed a brief discussion about what responsibility the Town has for single-purpose roads and what developer responsibilities should be and when certain conditions should be met if there is further residential development.
4. **Inquiries Received by Town Staff:**
  - a. Development potential for property owned by Kristine Vike-Steinich – Clerk-Treasurer Wright provided a report regarding the development of the 96.50 contiguous acres owned by Gerald Torgeson at the date of ordinance. In 2002, Torgeson recorded a 3-Lot land division by CSM 3452, that included a portion of Lot 3 of CSM 1776. Around 2004, Torgeson sold 91.50 acres to the Klossner family, that included an existing house and shed. This house was considered a large lot division and diminished the development potential by 35 acres. The Town agreed to a proposed Conditional Use Permit for the Klossner family to operate a horse boarding and training facility and riding arena in 2004; this was issued by Green County. It is unclear whether this should have been considered as a commercial use of the property, which would consume a large lot per Chapter 110. In 2012, the Hutchinson family built a residence on the south end of Lot 3 of CSM 3452; it is unclear whether the construction of this home consumed the available, pre-ordinance building site on Lot 3 of CSM 1776, or whether it should be counted as a 30.0 acre open space deed restriction that encumbered the Klossner property (Lot 3 of CSM 3452 contains 5.0 acres of the land that was contiguous at date of ordinance). The Klossner family sold Lot 1 of CSM 3452 to the Anderson family who built a new home and detached studio this year. This resulted in a large lot split that encumbered Lot 2 of CSM 3452 with a 10.77 acre open space deficit. Wright stated he is seeking guidance on how to treat the CUP, the existing home, the residence built by the Hutchinson family, and the residence built by the Anderson family.

One option that was discussed was to refer this history to the Technical Review Committee if the land owner requests a determination. Those costs would be passed along to the property owner. Another option that was considered was to treat the expansion of Lot 3 of CSM 1776 by 5.0 acres when it became Lot 3 of CSM 3452 as a neighbor exchange. This may have allowed the pre-ordinance building site to be used post-ordinance for a residence and not result in an open space encumbrance. Lastly, if the current property owners add a new residence to the horse stable and relinquish the

## TOWN OF NEW GLARUS

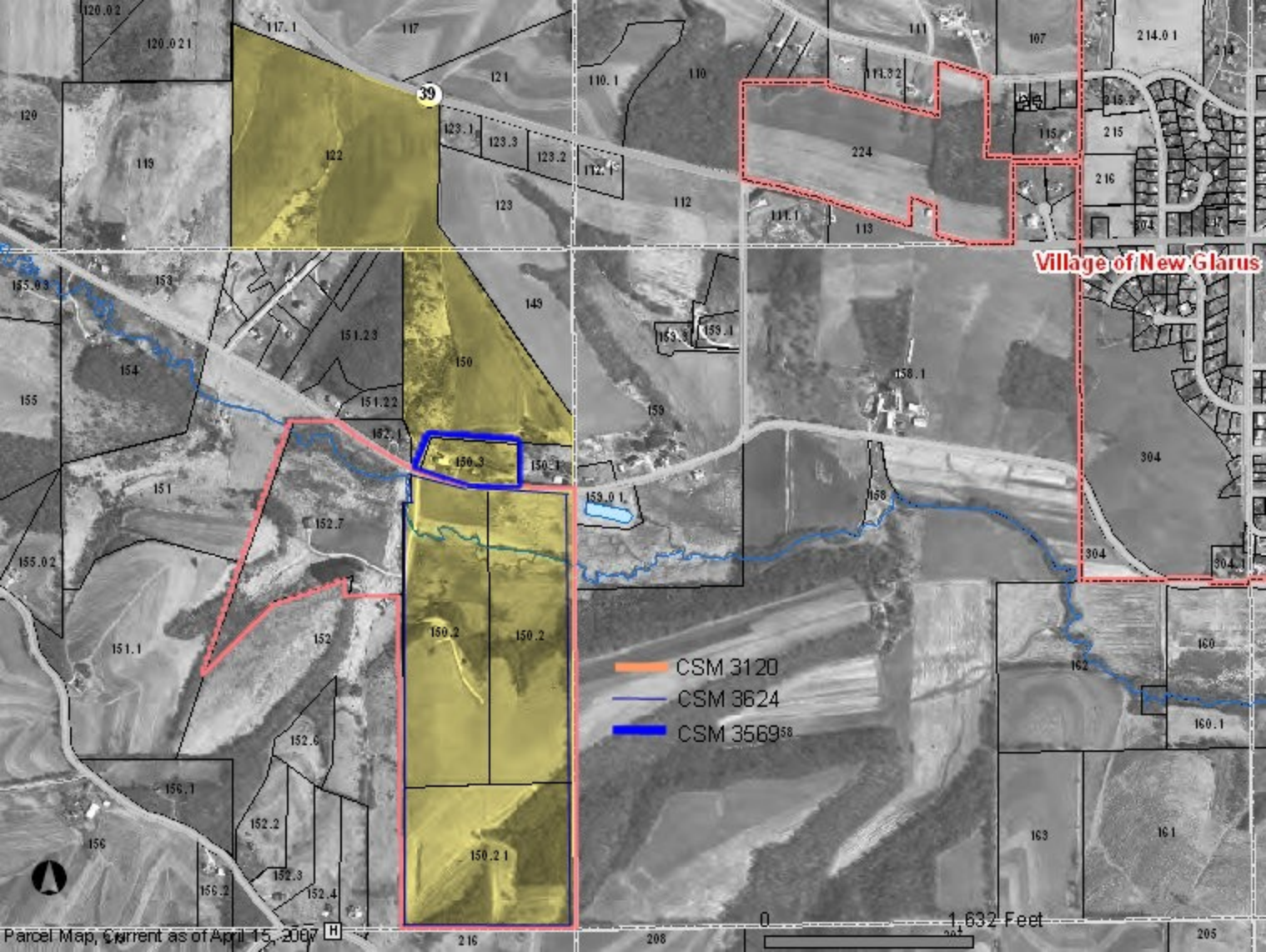
Conditional Use Permit, then there may be the option to cluster the property in order to sell the existing house, build a new house, and define at least one additional building site. Without objection, Wright will check to see if the CUP was transferred.

- b. Driveways within deed-restricted open space question from Attorney Duxstad – Clerk-Treasurer Wright briefly reviewed his email response to Attorney Duxstad on August 29, 2023. The specific location of a possible driveway through open space to provide access to a future residence was not shared in the inquiry.
5. **Review Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** -- Sample ordinances were shared from the Town of Verona in Dane County, the Town of Berry in Dane County, and Town of Vermont in Dane County. There was a general discussion regarding the general need to avoid damage to the edge of public roads that can be the result of implements of husbandry accessing fields. It was noted that Green County issues permits for field road access. Planner Schleeper recommended that the Town Board consider permitting all existing field access drives gratis and charge a fee for all new ones. This would allow the Town to have known points of contact in the event there is damage. Commissioner Galhouse had reviewed other local ordinances as well. There was a brief discussion of farm lanes that are rarely built to Town road standards. Without objection, the item will be added to the October agenda for further discussion.
6. **Update on Possible Transfer of Proposed Trail Along CTH NN to STH 39 Between Town Land and Durst Road** – Chair Narveson reported that the existing cattle pass was rejected by the Wisconsin DOT. The proposed trail will cross State Highway 39 further to the east of the entry to the Town Park. The trail must be completed in 2024 to receive matching funds from the Wisconsin Department of Natural Resources. Winter wheat will be planted as a cover crop once the current crops are harvested this year. The Plan Commission members will be invited to walk the property on November 4, 2023 with members of the Town and Village boards, Village Plan Commission, and Town/Village Park Commission members.
7. **Continue to Discuss Town Process for Development Potential Questions** – No discussion.
8. **Adjourn**  
Motion to adjourn by Commissioner Ott; seconded by Commissioner Pernitz. Motion carried 7-0 at 7:28 PM.

Approved:

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John Wright, Clerk-Treasurer



Village of New Glarus

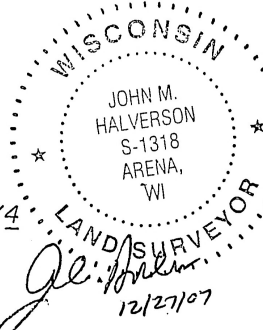
- CSM 3120
- CSM 3624
- CSM 3569<sup>58</sup>



see page 22 of plat 21, 2007

# SURVEY PLAT

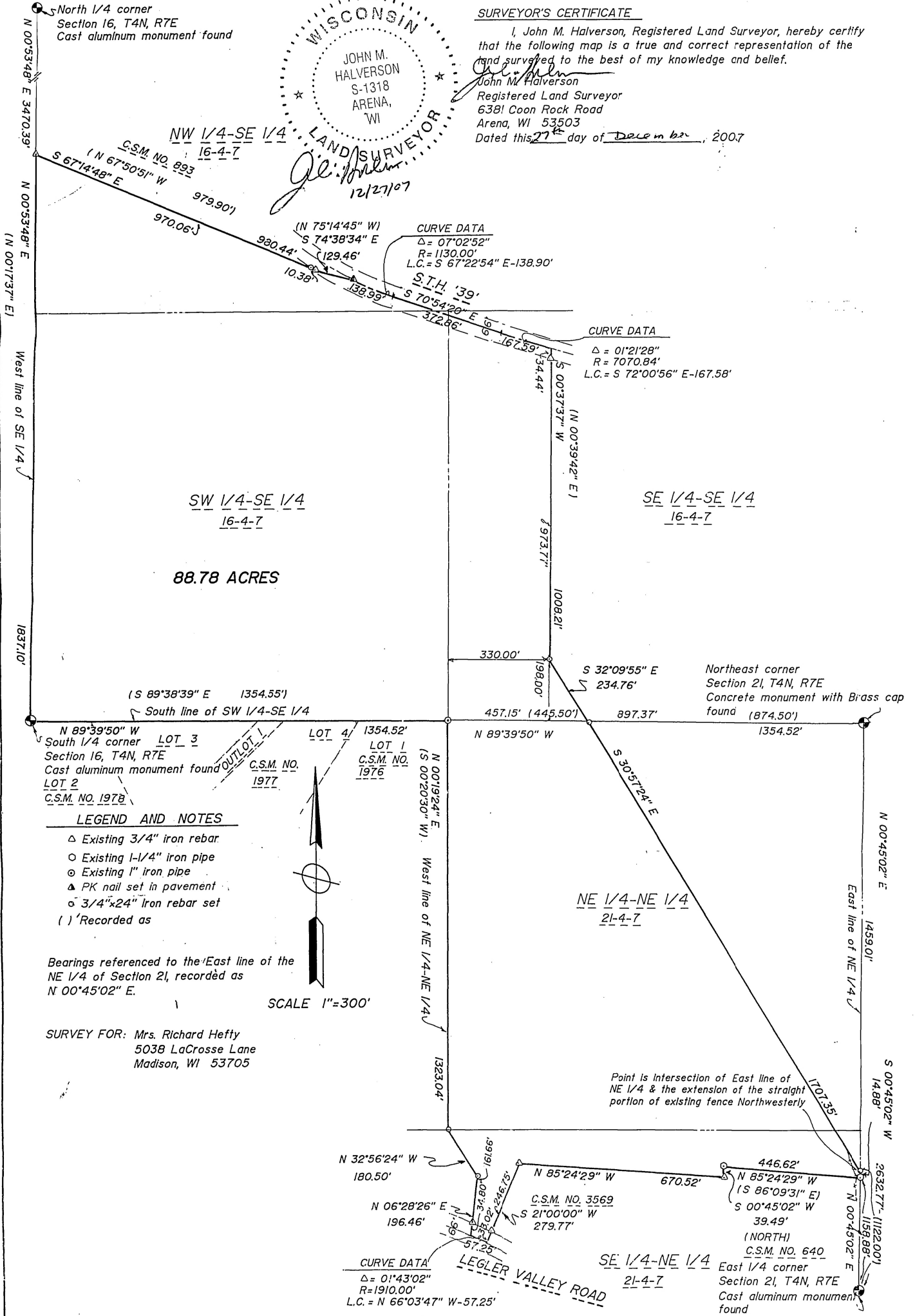
LOCATED IN THE NW 1/4-SE 1/4, THE SW 1/4-SE 1/4, THE SE 1/4-SE 1/4, SECTION 16, THE NE 1/4-NE 1/4 & THE SE 1/4-NE 1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.



### SURVEYOR'S CERTIFICATE

I, John M. Halverson, Registered Land Surveyor, hereby certify that the following map is a true and correct representation of the land surveyed to the best of my knowledge and belief.

*John M. Halverson*  
John M. Halverson  
Registered Land Surveyor  
6381 Coon Rock Road  
Arena, WI 53503  
Dated this 27<sup>th</sup> day of December, 2007



- LEGEND AND NOTES**
- △ Existing 3/4" iron rebar
  - Existing 1-1/4" iron pipe
  - ⊙ Existing 1" iron pipe
  - ▲ PK nail set in pavement
  - 3/4"x24" iron rebar set
  - ( ) Recorded as

Bearings referenced to the East line of the NE 1/4 of Section 21, recorded as N 00°45'02" E.  
SCALE 1"=300'

SURVEY FOR: Mrs. Richard Hefty  
5038 LaCrosse Lane  
Madison, WI 53705

Point is Intersection of East line of NE 1/4 & the extension of the straight portion of existing fence Northwesterly

East 1/4 corner  
Section 21, T4N, R7E  
Cast aluminum monument found

Vol 12 page 23 filed Jan. 21, 2008

**LEGAL DESCRIPTION**

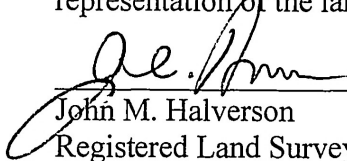
A parcel of land located in the NW 1/4-SE 1/4, the SW 1/4-SE 1/4, the SE 1/4-SE 1/4, Section 16, the NE 1/4-NE 1/4 and the SE 1/4-NE 1/4 of Section 21, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, described as follows:

Beginning at the South 1/4 corner of said Section 16; thence N 00°53'48" E, 1837.10 feet along the West line of the SE 1/4 of said Section 16; thence S 67°14'48" E, 980.44 feet; thence S 74°38'34" E, 129.46 feet to a point in the centerline of S.T.H. '39'; thence Southeasterly, 138.99 feet along the arc of a curve to the left having a central angle of 07°02'52" and a radius of 1130.00 feet, said arc also being the centerline of S.T.H. '39', the long chord of which bears S 67°22'54" E, 138.90 feet; thence S 70°54'20" E, 372.86 feet along the centerline of S.T.H. '39'; thence Southeasterly, 167.59 feet along the arc of a curve to the left having a central angle of 01°21'28" and a radius of 7070.84 feet, said arc also being the centerline of S.T.H. '39', the long chord of which bears S 72°00'56" E, 167.58 feet; thence S 00°37'37" W, 1008.21 feet; thence S 32°09'55" E, 234.76 feet; thence S 30°57'24" E, 1707.35 feet; thence S 00°45'02" W, 14.88 feet along the East line of the SE 1/4-NE 1/4 of said Section 21; thence N 85°24'29" W, 446.62 feet; thence S 00°45'02" W, 39.49 feet; thence N 85°24'29" W, 670.52 feet; thence S 21°00'00" W, 279.77 feet to a point in the centerline of Legler Valley Road; thence Northwesterly, 57.25 feet along the arc of a curve to the left having a central angle of 01°43'02" and a radius of 1910.00 feet, said arc also being the centerline of Legler Valley Road, the long chord of which bears N 66°03'47" W, 57.25 feet; thence N 06°28'26" E, 196.46 feet; thence N 32°56'24" W, 180.50 feet; thence N 00°19'24" E, 1323.04 feet along the West line of the NE 1/4-NE 1/4 of said Section 21; thence N 89°39'50" W, 1354.52 feet along the South line of the SW 1/4-SE 1/4 of said Section 16 to the point of beginning, containing 88.78 acres, more or less.

Subject to public highway right-of-way to S.T.H. '39' and Legler Valley Road. Subject to any and all other easements of record.

**SURVEYOR'S CERTIFICATE:**

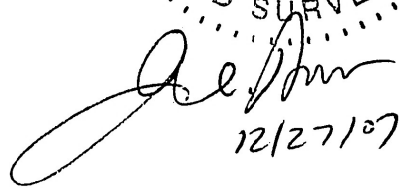
I, John M. Halverson, Registered Land Surveyor, hereby certify that the above is a true and correct representation of the land surveyed to the best of my knowledge and belief.

  
John M. Halverson

Registered Land Surveyor  
6381 Coon Rock Road  
Arena, WI 53503

Dated this 27<sup>th</sup> day of December, 2007



  
12/27/07

Split 1 Monroe HiFlyers → Howden 1/5/01  
35.0 A CSM 3120  
Lot 3 150.21

Split 2 Monroe HiFlyers → Wells (35.68A) 1/5/01  
70.30 A 150.2000

Split 3 Monroe HiFlyers → Demichen 2003?  
CSM ~~3519~~ 3624 150.2200  
Lot 1 35.06 A

Split 4 Mary Hefty → K. Schmid 2003?  
CSM 3569 5.603 A

6/13/2007

**Split Computation-Richard and Mary Hefty  
Sect.16 & 21, Town Of New Glarus  
Green County, WI**

# Splits= Exist. Parcel Acreage/35= 5.58  
Round down to 5 potential splits

Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
1	195.330 35.00	35.000	Monroe Highfliers	1/5/2001		CSM 3120	lot 3 subsequently swapped to Howden for Lot 1	N
2 & 3	70.00	71.270	Monroe Highfliers	1/5/2001	-1.270	CSM 3120	parcel 150.2000, Lot 2	N
			Jeffrey Wells	10/8/2003		CSM 3624	35.68 Acres	
	lot 2 subsequently split		William Oemichen	10/8/2003		CSM 3624	35.60 Acres	N
4	35.00	5.603	Keith Schmid	4/26/2003	29.400	CSM 3569	parcel 150.2200, Lot 1	N
5	35.00	75.660	Randall Shotliff		-20.660			
							7.8 acres deed restricted on Shotliff?	
							195.330 acres sold	
							20.33 remnant acres	
							swap with Highfliers reduced acreage by	
							remaining 88.78 A sold to Shotliff of which 58 A can be developed	
		Total			Total			
		187.533			7.470			
							revised 100729	

6/13/2007

**Split Computation-Richard and Mary Hefty  
Sect.16 & 21, Town Of New Glarus  
Green County, WI**

# Splits= Exist. Parcel Acreage/35= 5.58  
Round down to 5 potential splits

Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
	200.653							
1	35.00	35.000	Monroe Highfliers	1/5/2001		CSM 3120	lot 3 subsequently swapped to Howden for Lot 1	N
2 & 3	70.00	71.270	Monroe Highfliers	1/5/2001	-1.270	CSM 3120	parcel 150.2000, Lot 2	N
			Jeffrey Wells	10/8/2003		CSM 3624	35.68 Acres	
			William Oemichen	10/8/2003		CSM 3624	35.60 Acres	
4	35.00	5.603	Keith Schmid	4/26/2003	29.400	CSM 3569	parcel 150.2200, Lot 1	N
5	35.00	35.000	Randall Shotliff	2/8/2008	0.000	Plat of Survey	28.130 acres deed restricted on Shotliff	
							200.653 acres sold	
							Swap with Highfliers cannot increase acreage by 0.530 acre	
							32.523 remnant acres if Shotliff large lot	
							Remaining 88.78 A sold to Shotliff of which 60.653 A can be developed	
							Starting acreage per 1997 assessment roll is 195.330, not 200.653	
		Total			Total			
		146.873			28.130			
							revised 231009	



## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Thursday, August 31, 2023 1:35 PM  
**To:** Kristin Vike-Steinich  
**Cc:** Chris Narveson  
**Subject:** RE: reconfiguring land on Zentner Rd  
**Attachments:** CSM 1527 for Freitag.pdf; CSM 1776 for J Torgeson.pdf; CSM 3452 for G Torgeson.pdf; Board of Adjustment Notice from GCZ re CUP for Klossner 040802.pdf

Kristin,

This will take awhile to answer, so you may want to get a glass of water, a candy bar, and a chair.

The original piece of land, which you purchased a portion, was defined as Lot 1 of Certified Survey Map 1527. It contained 113.0 acres of land and was recorded on September 1, 1993. Subsequently, the northeast portion was split from this property and became three Lots defined by Certified Survey Map 1776. This was recorded on February 20, 1995.

The development potential of property in the Town of New Glarus is determined by the amount of contiguous acreage under single ownership at the date of our Land Division and Subdivision Ordinance on October 13, 1997. At this time, Gerald and Susan Torgeson retained 96.5 acres that could be subdivided. Originally, the only option available was to divide the contiguous acreage by 35 to determine the number of available sites which could contain homes. By this standard, two home sites were available. Two years later, in October of 1999, the Town of New Glarus ordinance was revised to allow for another option known as clustering. To cluster property, the total acreage could be multiplied by 7.5% to determine the number of building sites. In this case, it could have been as many as 7, 2.0 building sites with the remainder of the land deed-restricted from uses other than agriculture, recreation, or preservation (similar to a conservancy).

On November 19, 2002, Gerry Torgeson split the remaining property into three Lots defined by CSM 3452. All of Lot 3 of CSM 1776 became part of Lot 3 of CSM 3452. The map below illustrates this history:



The parcels color-coded in yellow illustrate the contiguous acreage under single ownership at the date of our original 1997 ordinance. Between 2001 and 2002, Gerald and Susan sold 91.5 acres of land to Jeff and Pat Klossner, retaining a portion of the land to expand Lot 3 of CSM 1527 that became part of Lot 3 of CSM 3452. The Town assumes that Gerald and Susan sold all the building rights with the sale of the land to the Klossner family (more on this later). The Klossners still had the potential for two large lots (35 acres required for both) or up to 7 cluster lots.

In 2021, the Klossners sold all of Lot 1 to John and Stefanie Anderson; this contains 24.230 acres. Recently, the Andersons built a home and detached artist studio on their portion of the property. The Town assumes that only one building site was conveyed to the Andersons by the Klossners. Because the Klossners did not subdivide the land they bought from the Torgessons using the cluster scenario, then the Anderson building site is considered to be normal density and consumes not only the 24.23 acres they own, but 10.77 acres of the property you purchased as part of their open space obligation to bring the total amount of land to 35.0 acres as required by our Land Division and Subdivision ordinance. So of the 67.27 acres you own, there can be no development on 10.77 acres except for the uses for open space described above (e.g. recreation, ag, etc.). We don't determine where those acres are located, but we keep track when we receive building permits or requests to develop further. Although you own 67.27 acres, of which 10.77 acres is restricted, you potentially get some benefit from the 5 acres that was added to Lot 3 of CSM 1776 post-ordinance (the property now owned by Kelsy and Tory Hutcison): those five acres remain as part of the land division potential (and are counted towards the total open space obligation).

I know this is getting complicated quickly, so don't be concerned if it doesn't make sense at this time.

The second complication is the existing horse stable. Green County issued the Klossners a Conditional Use Permit in 2004 to operate their horse farm as a boarding facility, training facility, and for riding lessons (see attached). I don't know if you have continued using those facilities in the same manner or not. Green County considers this to be consistent with the agricultural zoning of the property. From the Town's perspective, this may be considered a commercial operation. If that is the case, commercial buildings can only be developed on large lots and not cluster lots. Depending on the opinion of the members of Town of New Glarus Plan Commission, the horse operation may have consumed the final large lot available and prevented further land division by cluster scenario.

Another complication is that the 5 acres the Torgeson's added to their existing parcel (Lot 5 of CSM 1776) that was subsequently defined as Lot 3 of CSM 3452 in 2002, may have consumed a large lot since they built on the five acres to the south (defined post-Ordinance) rather than the 5.58 acres they had to the north which had a building site available pre-Ordinance. At this time, the Town does not allow the transfer of development rights from one parcel to another.

Again, I apologize for not being able to answer your basic question due to the complicated nature of how this property has been subdivided over time and the rules that regulate land division in the Town of New Glarus.

It is my recommendation that you contact the Chair of the Plan Commission, Chris Narveson, to request the opportunity to ask questions at a regular meeting. Our next regular meeting for that body is Thursday, September 21, 2023 at 6:00 PM. Chris' phone number is 608-636-3495. His email is in the Cc line above.

Many thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390

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**From:** Kristin Vike-Steinich <[drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com)>  
**Sent:** Thursday, August 31, 2023 10:30 AM  
**To:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>  
**Subject:** RE: reconfiguring land on Zentner Rd

Hello,

Thank you for the below information. Different question today. Could we parcel off house and sell it? Keeping most of land and buildings and making horse barn into a house, with horse stalls still? It would be our primary residence. Since it has well and septic already. Would we just need inspector out to see if big enough? I know we do not have a building site on property currently but didn't know if this could be a possibility.

Thank you,  
Kristin

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**From:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>  
**Sent:** Monday, August 14, 2023 10:55 AM  
**To:** Kristin Vike-Steinich <[drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com)>  
**Cc:** Adam Wiegel / Sara Patterson ([greenzone@greencountywi.org](mailto:greenzone@greencountywi.org)) <[greenzone@greencountywi.org](mailto:greenzone@greencountywi.org)>  
**Subject:** RE: reconfiguring land on Zentner Rd

Kristin,

If I understand the inquiry correctly, you are looking to record a change to the original certified survey map to adjust the two lot lines for Lot 1 and Lot 2 of CSM 3452. If this is the case, the process is commonly referred to as a neighbor exchange.

Green County Zoning and Land Use can advise you on the means for recording such an exchange. When properties receiving or contributing acreage fall below certain minimums, the exchange usually requires a new Certified Survey Map. The two lots in question may be exempt from a new survey.

I believe Section 4-5-2-1 B.3. addresses those minimums (page 45 of the attached code). I have included Green County Zoning Administrator, Adam Wiegel, in the Cc line above. That office can be contacted at (608) 328-9423.

Thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390

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**From:** Kristin Vike-Steinich <[drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com)>  
**Sent:** Friday, August 11, 2023 9:31 AM  
**To:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>  
**Subject:** reconfiguring land on Zentner Rd

Hello,

Inquiring about reconfiguring some land with our neighbors. We would like to make it cleaner by following a fence line instead of going through the pasture. Not sure if this is done at a town level or if it needs to go county? The greed would be theirs and the red would become ours.

Our address is N8161, theirs is N8163



Thank you for your time,  
 Kristin Vike-Steinich



**VIKE-STEINICH**  
 CHIROPRACTIC

Kristin M. Vike-Steinich, D.C.  
 Vike-Steinich Chiropractic  
 320 W Main St  
 Mt. Horeb, WI 53572  
 608-437-2222 office  
 608-437-7463 fax  
[drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com)  
[www.vikesteinichchiro.com](http://www.vikesteinichchiro.com)



11/20/2007

<b>Split Computation- Gerald Torgeson</b> <b>Sect. 29 &amp; 32, Town Of New Glarus</b> <b>Green County, WI</b>	# Splits= Exist. Parcel Acreage/35= 2.757 Round down to 2 potential splits
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Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Defecit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
1 & 2	96.5000 91.50	91.50	Jeff Klossner	2001		3452	Includes home farm	
							0 acres deed restricted 91.5 acres sold 5.0 acres for development	
							CSM 1776 Pre-ordinance; Lot 3, however is part of Lot 3 of CSM 3452 Torgesson retained 5.0 A of Lot 3, CSM 3452 and 5.58 A of Lot 3 CSM 1776 (pre-Ordinance)	
		Total			Total			
		91.50						

11/20/2007

**Split Computation- Gerald Torgeson  
Sect. 29 & 32, Town Of New Glarus  
Green County, WI**

# Splits= Exist. Parcel Acreage/35= 2.757  
Round down to 2 potential splits

Split #	Existing Parcel-A.	Split Acres	Identity Sold to	Date	Defecit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
1 & 2	96.5000 91.50	91.50	Jeff Klossner	7/21/2003		Lot 1,2 3452	Includes home farm	N
	5.00	5.00	Gerald Torgeson	11/19/2002	-5.00	Part Lot 3 3452	Retained 5.0 acres to expand Lot 3 CSM 1776	N
	24.23	35.00	John and Stefanie Anderson	1/15/2021	10.77	Lot 1, CSM 3452	Assume one large lot conveyed by sale	N
	67.27	35.00	Kristin Vike-Steinich	10/24/2022	-32.27	Lot 2 CSM 3452	Insufficient acreage for commercial and house	N
							0 acres deed restricted 91.5 acres sold, 5.0 retained 26.5.0 acres for development	
<p>Per the 1997 assessment roll, Torgeson owned 4.0 acres of CSM 1527 in Section 29; not part of total CSM 1776 Pre-ordinance; Lot 3, however is part of Lot 3 of CSM 3452 Torgesson retained 5.0 A of Lot 3, CSM 3452 and 5.58 A of Lot 3 CSM 1776 (pre-Ordinance) CUP granted to J &amp; P Klossner in 2004, transferred to Vike-Steinich 12/01/2022</p>								
		Total			Total	Revised 10.16.2023		
		75.00			-26.50			

**APPLICATION FOR ZONING OR LAND USE PERMIT**  
**Green County Zoning ♦ 1016 16<sup>th</sup> Avenue ♦ Monroe, WI 53566**  
**PHONE (608) 328-9423 ♦ EMAIL greenzone@greencountywi.org**

Application # 2022 - 702

**CURRENT LANDOWNER:** Name Kristin Vike-Steinich & Robert Steinich  
 Address, City, State, Zip N8161 Zentner Road New Glarus, WI 53574 Phone (608) 347-7599  
 Email Address bsteinich@yahoo.com

**APPLICANT, if different:**  Proposed Landowner  Agent for Landowner  Tenant  Other \_\_\_\_\_  
 Name \_\_\_\_\_ Company name \_\_\_\_\_  
 Address, City, State, Zip \_\_\_\_\_ Phone(\_\_\_\_) \_\_\_\_\_  
 Email Address \_\_\_\_\_

**PROPERTY LOCATION:** Fire #/Road name: N8161 Zentner Road Tax parcel number 23-024-0229.1000  
 Newly assigned fire number  No fire number needed  Existing fire number  Replacement sign needed  
 Description N 1/4 NE 1/4 Section 30 T4 N-R 7 E # of acres 67.27 Town New Glarus  
 Lot # 2 CSM# 3452 Subdivision # \_\_\_\_\_ Subdivision name \_\_\_\_\_ Zoning District Agricultural  
 Shoreland (300' to stream/1000' to lake)  Wetland  Floodway  100 yr Floodplain (Map # \_\_\_\_\_)

**ACCESS:**  New driveway  Existing driveway  
 Applicant must obtain Town and/or County and/or State driveway permit if required.

**PROJECT TYPE:** New construction for:  House  Dwelling  Multi-unit housing  Shed (storage)  Garage (vehicle storage)  
 Barn (animal housing)  Pool  Sign  Tower  Greenhouse  Gazebo  Church  Manure pit  Bin/crib  Factory  
 Other (specify type under project use)  Addition (to existing building)  Change of use

**EXISTING STRUCTURE INVOLVED:**  House  Dwelling  Multi-unit housing  Shed  Garage  Barn  Factory  Business  
**PROJECT USE:**  Residence  Deck/Porch  Storage  Garage  Carport  Animal housing  Business  Office  Plants  
 3/4 Seasons Rm  Living Space  Communication  Electricity/power  Recreational  Transfer CUP 2004-457

**PROJECT DESCRIPTION:** Dimensions of area/building/addition(s) \_\_\_\_\_'x\_\_\_\_\_ Sq. ft \_\_\_\_\_ and \_\_\_\_\_'x\_\_\_\_\_ Sq. ft \_\_\_\_\_  
 New house: Dimensions of: Living space \_\_\_\_\_'x\_\_\_\_\_ Garage \_\_\_\_\_'x\_\_\_\_\_ Porch \_\_\_\_\_'x\_\_\_\_\_ Deck \_\_\_\_\_'x\_\_\_\_\_'  
 Other \_\_\_\_\_'x\_\_\_\_\_ # of bedrooms \_\_\_\_\_ Sq. ft. living area \_\_\_\_\_ Cost of construction \$ \_\_\_\_\_  
 Type of construction frame  Wood  Steel  Manufactured  Other \_\_\_\_\_ Construction  has  has not begun  
 Height (from lowest ground to highest roof peak) \_\_\_\_\_ # of stories \_\_\_\_\_ Basement:  None  Below ground  Exposed  
 This bldg to be used for: Human habitation/occupancy:  Yes  No Animal housing:  Yes  No Operating a business:  Yes  No  
 Other \_\_\_\_\_

**BOARD OF ADJ. ACTION REQUIRED:**  No  Yes  Variance  Cond. Use Permit for \_\_\_\_\_

*Issuance of a Conditional Use Permit is for business operation only and does not include construction of above-described structures unless a separate zoning permit is issued.*  
 Hearing fee paid on \_\_\_\_\_ Action of BOA:  Approved  Denied on \_\_\_\_\_

The applicant agrees to do work described above and on the attached sketch in accordance and compliance with all applicable codes, statutes and ordinances and with the conditions of this permit; which shall remain valid one year from issuance. Any part of the project not completed within one year will require a new zoning permit. Applicant must obtain town building permit if required. Any new fire # assigned is temporary, preliminary and subject to field verification. Applicant certifies that this proposed construction will not be located in a floodplain, floodway or wetland area unless indicated above and with the proper permits and approvals from the regulating agencies. Reduction of finished grade to less than two feet above floodplain levels can create new floodplain areas after construction.

This zoning permit creates no legal liability, expressed or implied, on the County of Green. Applicant certifies that all the above information is correct and accurate:  
 Applicant's Signature: RS Date Signed: 11/30/22

Application is Denied: Reason: \_\_\_\_\_  
 Application is approved and issued pursuant to the following conditions: (Failure to comply may result in suspension revocation of this permit or other penalty.) \_\_\_\_\_

Sanitary Permit#: \_\_\_\_\_ - \_\_\_\_\_  
 Zoning Permit \$ 210.00  
 Fire # Sign/Post \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

Signed: [Signature]  
 Zoning Department  
 Date of Issuance: 12.1.22

Receipt # 42895 Paid  Check  Cash  
CC

Date of Inspection: \_\_\_\_\_

Permit # 2022-542  
 05/15/2020



## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Tuesday, September 26, 2023 10:59 AM  
**To:** administrator@newglarusvillage.com  
**Cc:** Chris Narveson  
**Subject:** Parcel 23024 0111.4000  
**Attachments:** 230817 Plan Commission minutes approved.pdf; Larry Disch.pdf; Larry Disch contiguous.pdf; CSM 2267 Disch.pdf; Affidavit L and L Disch 111.0000.pdf

Lauren,

Thanks for the time to catch you up to speed regarding a Town property within the Village ETZ. Here is a link to the property in the Ascent system:

<https://ascent.greencountywi.org/LandRecords/PropertyListing/RealEstateTaxParcel#/Details/29952>.

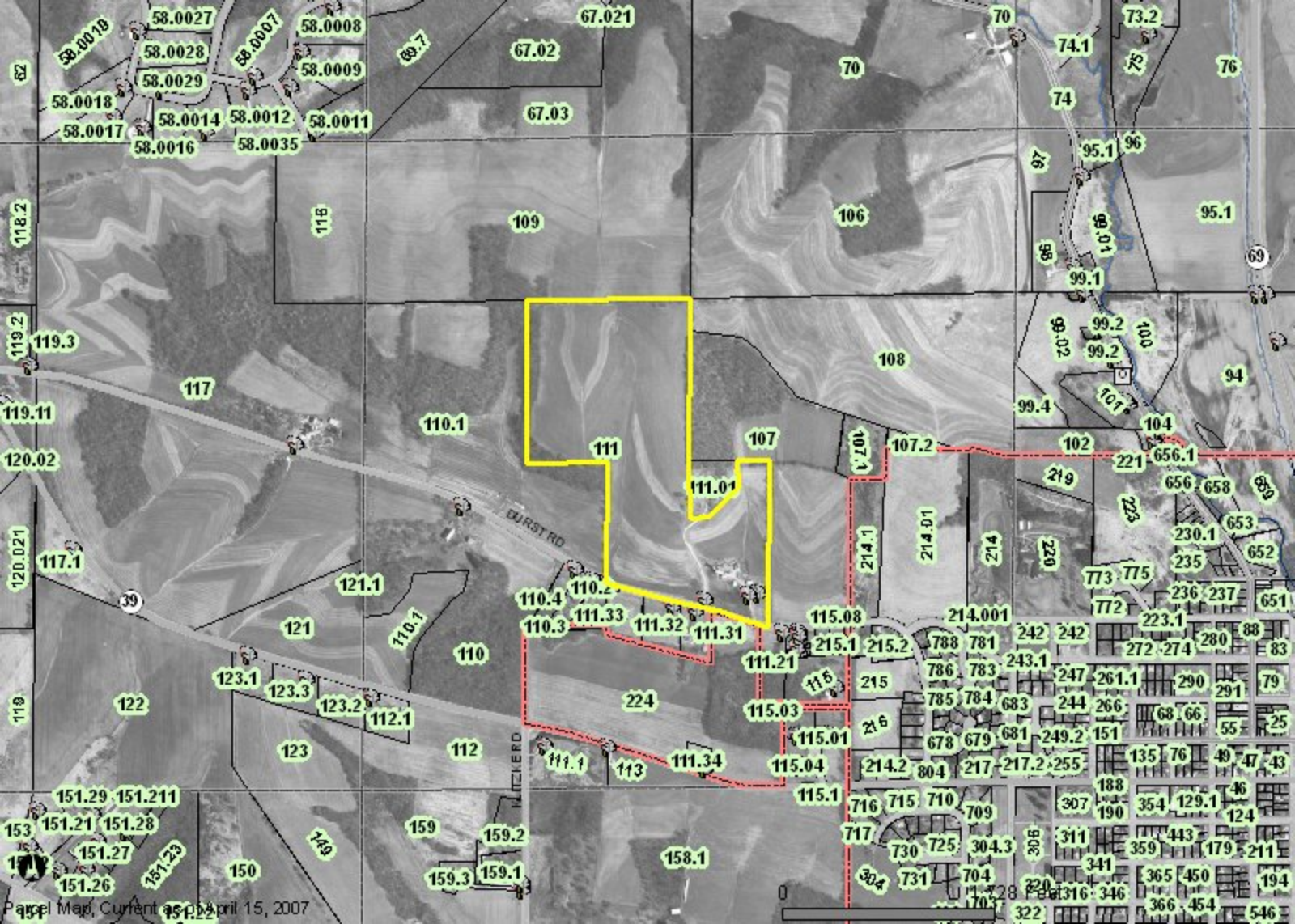
The Town Plan Commission reviewed the property at the August 17, 2023 meeting and it was realized that the A-T District restricts the total number of residential lots to 4 whereas other districts would allow the full cluster potential of 5.

I shared the minutes with Mr. Disch and encouraged him to discuss this with you. In my time assisting the Town, I don't recall dealing with a land division within this ETZ zoning district. Is it possible to rezone to another district? If so, what is the process and what might be the cost?

Thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390





9/27/2007

**Split Computation- Larry Disch**  
**Sect. 15 Town Of New Glarus**  
**Green County, WI**

# Splits= Exist. Parcel Acreage/35= 2.077  
 Round down to 2 potential splits

Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
	72.7100							
1	35.00	2.00			33.00	892	existing home	Y
2	35.00	2.00			33.00	892	second home	Y
<p>2nd residence may have been a trailer which was removed from site; check with owner</p> <p>66.0 acres deed restricted            0.0 acres sold            2.70 acres for development</p> <p>Excludes 111.0100 that was split 2/11/1997 pre-Ordinance</p>								
		Total			Total			
		4.00			66.00			
<p>revised 100728</p>								





## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Wednesday, September 27, 2023 10:52 AM  
**To:** lampfin@chorus.net  
**Subject:** Town records for Leto property  
**Attachments:** Andrew Leto (Lamp).xls; David Lamp (Leto).jpg; Affidavit for R Leto 151.0000.pdf

Dave and Sally,

I show that at date of ordinance adoption, October 13, 1997, Andrew Leto and his survivor Rose Leto, had an estimated 42.590 contiguous acres under single ownership. I have attached the few records we have.

The current land area is 42.390 acres instead of 42.590 acres. I don't have any records to indicate why the current acreage is slightly less. It might be the Quit Claim Deed recorded on November 16, 1999. The difference in acreage should not impact your development potential, however.

As you noted, in your review of our Chapter 110 Land Division and Subdivision Ordinance, the original 1997 ordinance allowed for one home per 35 acres. To have a second home, the landowner would have to possess at least 70 contiguous acreage under common ownership at the date of ordinance adoption.

In 1999, the land division and subdivision ordinance was amended to allow for the cluster division of property, if desired. Clusters must contain a minimum of 3 lots, each containing a building envelope of a minimum of 2.0 acres in size. 85% of the land must remain as deed-restricted open space.

For example, a 40-acre property, with 3, 2.0 acre lots, would contain 34 acres of open space (85% of 40 acres). Agricultural use buildings are permitted within deed-restricted open space, of which you have many.

Due to the size of your property, then, you would either have one large lot that has already been built upon, or a 3-lot cluster division, one lot of which would have already been developed. Perhaps your greatest challenge is that the Legler School Branch runs through the north portion of your land. Traditionally, cluster divisions of property share a common access to a Town road, but that has not been the case with many recent cluster divisions of property that have been granted separate access points.

Most property owners work with a realtor and/or surveyor to discuss a concept plan to layout the proposed land division, which is then shared with our Plan Commission prior to the developer spending additional money for a survey.

I hope this has been helpful. Do not hesitate to contact me back with additional questions.

Many thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390







6/21/2007

**Split Computation- Andrew Leto**  
**Sect. 21, Town Of New Glarus**  
**Green County, WI**

# Splits= Exist. Parcel Acreage/35= 1.217  
 Round down to 1 potential splits

Split #	Existing Parcel-A.	Split Identity Acres Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
1	42.590 42.590	David Lamp	2004?	42.59	151.0000	Built home in 2004?	Y
		Total		Total		42.59 acres deed restricted 42.59 Acres sold 0 Acres for development	
		0.00		42.59			



Commencing at the Northeast corner of the Northwest Quarter of the Northeast Quarter of Section 21, Town 4 North, Range 7 East, thence South to the Southeast corner of said Northwest Quarter of the Northeast Quarter of Section 21, thence South  $88^{\circ}30'$  West along fence line 852.1 feet to fence corner, thence South  $19^{\circ}17'$  West along fence line 2827.8 feet to fence corner, thence West along fence line 821 feet to the west line of the Northeast Quarter of the Southwest Quarter of said Section 21, thence North along said East line to the North line of the Section, thence East along North line of the section to the point of beginning; Excepting therefrom: Commencing 21 rods South of the center of the Northwest Quarter of Section 21, running thence North to the north line of the Section, thence east along the north line of said section to the center line of said section, thence southwesterly to a point 20 rods due west of the southeast corner of the Northeast Quarter of the Northwest Quarter, continuing in the same direction (southwesterly) from thence 6 rods, thence westerly (a little southerly) to the point of beginning; all in Section 21, Town 4 North, Range 7 East, Green County, Wisconsin.

EXCEPT: All that part of the Northwest Quarter of the Southwest Quarter of Section 21, Town 4 North, Range 7 East, lying Easterly of the Town Road and South and Westerly of the old Town Road running diagonally through said Forty.

ALSO EXCEPT: All that part of the Northeast Quarter of the Southwest Quarter of Section 21, Town 4 North, Range 7 East described within part of the following described real estate: Commencing at the Northeast corner of the Northwest Quarter of the Northeast Quarter of Section 21, Town 4 North, Range 7 East, thence South to the Southeast corner of said Northwest Quarter of the Northeast Quarter of Section 21, thence South  $88^{\circ}30'$  West along fence line 852.1 feet to fence corner, thence South  $19^{\circ}17'$  West along fence line 2827.8 feet to fence corner, thence West along fence line 821 feet to the west of the Northeast Quarter of the Southwest Quarter of said Section 21, thence North along said East line to the North line of the Section, thence East along North line of Section to the point of beginning; Excepting therefrom: Commencing 21 rods South of the center of the Northwest Quarter of Section 21, running thence North to the north line of the Section, thence east along the north line of said section to the center line of said section, thence southwesterly to a point 20 rods due west of the southeast corner of the Northeast Quarter of the Northwest Quarter, continuing in the same direction (southwesterly) thence 6 rods, thence westerly (a little southerly) to the point of beginning; all in Section 21, Town 4 North, Range 7 East, Green County, Wisconsin.

ALSO EXCEPT: A parcel of land located in the Southeast Quarter of the Northwest Quarter and the Southwest Quarter of the Northeast Quarter of Section 21, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, more particularly described as follows:

Beginning at a point located  $S 90^{\circ}00'00''E$ , 1481.43 feet from the West quarter corner of said Section 21; thence  $N 27^{\circ}42'24''E$ , 272.80 feet; thence  $N 67^{\circ}48'38''E$ , 367.43 feet; thence  $N 79^{\circ}43'02''E$ , 109.59 feet; thence  $S 74^{\circ}30'28''E$ , 179.46 feet; thence  $S 75^{\circ}45'57''E$ , 546.07 feet; thence  $S 21^{\circ}01'03''W$ , 233.16 feet; thence  $N 90^{\circ}00'00''W$ , 1193.51 feet to the point of beginning.

ALSO EXCEPT: A parcel of land located in the occupied Northwest Quarter of the Northeast Quarter and the Northeast Quarter of the Northwest Quarter of Section 21, Town 4 North, Range 7 East, New Glarus Township in Green County, Wisconsin, and being more particularly described as follows:

Beginning at the North Quarter corner of said Section 21; thence  $S 89^{\circ}38'29''E$ , 1354.55 feet; thence  $S 0^{\circ}20'30''W$ , 1315.81 feet; thence  $S 89^{\circ}57'56''W$ , 496.13 feet to a point in the centerline of Legler Valley Road and the beginning of a traverse westerly along the same; thence  $N 55^{\circ}56'41''W$ , 283.91; thence  $N 56^{\circ}07'55''W$ , 154.01 feet; thence  $N 57^{\circ}14'40''W$ , 168.26 feet; thence  $N 60^{\circ}13'25''W$ , 595.37 feet to the end of said centerline traverse; thence  $N 13^{\circ}50'48''E$ , 713.77 feet to the point of beginning.

ALSO EXCEPT: All that part of the Southeast Quarter of the Northwest Quarter in Section 21, Town 4 North, Range 7 East, that lies to the west of the easternmost survey line of Lot 2 of Certified Survey Map No. 2257 as recorded in Volume 7 of Certified Survey Maps of Green County, on Page 254, Township of New Glarus, Green County, Wisconsin.

This above being part of the Northwest Quarter and Northeast Quarter of Section 21, Town 4 North, Range 7 Seven East, Green County, Wisconsin.

## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Tuesday, October 3, 2023 7:40 AM  
**To:** Margaret Howden  
**Cc:** Chris Narveson; Chris Narveson  
**Subject:** RE: Late start on research, inconclusive results  
**Attachments:** CSM 5443\_Surveyor Affidavit\_Resolution - Marty Rd - Doll.pdf; Margaret Howden scenario 2a revised.xls; CSM 1192.pdf; CSM 1374.pdf

Margaret,

Thanks for pointing out the note on CSM 4995 for 5.22 acres of open space indicated to the east of Lot 1 of CSM 1484. I was unable to review that document as closely as I had hoped, yesterday. Instead, I added up the total acreage of the 3 lots that contain the 3 cluster envelopes to arrive at the open space deficit and saw that it was reflected in the Plan Commission meeting minutes I shared with you. I ran out of time yesterday to follow that thread further, so that mystery is solved. A Surveyor's Affidavit was filed on July 20, 2021 by CSM 5443 after you sold the property to reconfigure Lots 2 and 3 of CSM 4995; that did not change the number of lots.

The original 90.345 contiguous acres, then, had a residential development potential of 2 large lots (35 acre divisor) at date of ordinance, October 13, 1997. Before the ordinance was amended in October of 1999, 2.2 acres was sold to Darrell Allie, which subtracted a total of 35 acres, leaving 55.345 acres for development (there was not a cluster option prior to the amendment of the ordinance). The neighbor exchange of Lot 1 for Lot 3 of CSM 3120 with Monroe Highfliers on January 4, 2001, reduced the amount of land for development by 0.525 acres for a new total of 54.820 acres. This amount would have allowed for one large lot or up to 4 2.0-acre cluster lots. Unfortunately, the land division by CSM 4995 was for a 3-lot cluster, so the fourth potential lot was lost (clusters must be defined as a minimum of 3 lots, so the fourth potential lot cannot be defined in isolation).

The good news is that the 40.0 acre parcel 23024 0208.0000 retains the potential for 1 large lot or 3 2.0-acre cluster lots. As we discussed by phone previously, the biggest challenge will be access to this lot due to the topography. Parcel 23024 0216.0000 was established pre-Ordinance, and you retain all 67.72 acres of that land that is defined by CSM 574. You have an existing farm at that location which would consume one large lot (70 acres would be required for a second large lot). If you choose the cluster option instead, there would be up to 5 cluster lots, one of which would include the existing farm.

Surveyor Todd Hasse did show CSM 1192 on his survey that became CSM 4995, so I don't see that it is a complication of the development history I described above. It was more of a surprise to me since the original legal description I had available in 2007 did not include part of this survey.

I have attached the Surveyor Affidavit from 2021, so you know of its existence, and an updated split computation for the original contiguous acres and the history of its development. What remains to be defined, is the location of the balance of the deed-restricted open space for the large lot sold to Darrell Allie (it could be wholly contained on parcel 23024 0150.2100 or partly on that parcel and partly on the part of parcel 23024.0600 that is not already deed restricted as open space for the 3-lot cluster to the west). The Town Plan Commission should be able to assist you with this and/or a review of any concept plan you may develop with a planner, surveyor, and or realtor for the two parcels (23024 0216.0000 and 23024 0208.0000) that have remaining development potential.

I have attached digital copies of CSM 1192 and CSM 1374 for your files.

Many thanks,

John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390

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**From:** Margaret Howden <mhowden@tds.net>  
**Sent:** Monday, October 2, 2023 3:39 PM  
**To:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Subject:** Re: Late start on research, inconclusive results

John,  
You've made a lot of headway. Sorry there are further complications.

On CSM 4995, you will find a dotted horizontal line marked ""FORTY ACRE RESTRICTION LINE" about halfway up the page, to the right and just under a rectangle marked "OPEN SPACE". I believe the surveyor placed this on the map after a planning committee meeting discussing with the twp board how to make sure the full 40 acres would stay open, even though not all 40 were part of the sale. I think that might resolve the missing open acre issue, though it is marked at 5 acres, so I may have to have that corrected to 5.21 acres to get the correct total? If so, I believe the surveyor can do that.

In our phone conversation, I mentioned I wasn't sure I had all the maps and you suggested I could get copies at the twp office. I don't have CSM1192 and CSM 1374. I'm a bit concerned that "the legal description for parcel 23024 0152.0000, at date of ordinance, did not disclose that it contained part of CSM 1192." It was expensive to have the full title search done but I was happy to pay it so the attorney, realtor, town committee, and I would have all the info we needed to do the sale properly. I'm surprised the title search didn't include that CSM info, but perhaps that's found elsewhere?

Regarding the two northern plots, perhaps they could be combined into a large lot of 52.73 acres total (17.73 + 35) with driveway access by easement from Highway H. Whether that would be a single house or cluster to be determined; I guess I'm just looking at simplifying the multiple maps if possible at this point...

Thank you for working on this complicated matter!  
Margaret H.

----- Original Message -----

**From:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>  
**To:** Margaret Howden ([mhowden@tds.net](mailto:mhowden@tds.net)) <[mhowden@tds.net](mailto:mhowden@tds.net)>  
**Cc:** Chris Narveson <[cnarveson@townofnewglaruswi.gov](mailto:cnarveson@townofnewglaruswi.gov)>, Chris Narveson <[cnarveson@greencountywi.org](mailto:cnarveson@greencountywi.org)>  
**Sent:** 10/2/2023 2:14:33 PM  
**Subject:** Late start on research, inconclusive results



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Margaret,

Monday's are always busy and today has been no exception. I provided you with multiple documents this past week to start the process to determine how many residential land divisions you may have remaining.

I reviewed the number of contiguous acres at date of ordinance, October 13, 1997, under single ownership. Parcel 23024 0152.0000 was 88.145 acres and parcel 23024 0152.0100 was 2.20 acres for a total of 90.345 contiguous acres.

Parcel 23024 216.0000 was established pre-Ordinance by CSM 574, so must be calculated separately.

Parcel 23024 0208.0000 was 40 acres at date of ordinance, but not contiguous to 152.0000 or 152.0100, so must also be calculated separately for development potential.

As you know, post-Ordinance, parcel 23024 0152.7000 was swapped for parcel 150.2100 in 2001. This reduced the acreage amount by 0.5250 acres.

When the 3-lot cluster subdivision by CSM 4995 was recorded on September 21, 2016, it included only 34.79 acres of land. 40 acres was needed for a 3-lot CSM, so I need to figure out where the 5.21 open space deficit should be subtracted from the original contiguous acreage (the attached Plan Commission minutes from July 28, 2016 state that it is a 5.0 acre open space deficit instead). You retained 17.73 acres of parcel 0152.0600 and had retained parcel 0152.0100 until it sold on July 15, 1999. The latter property contains 2.20 acres, but was not deed restricted from building. Doug and Sara Evanson pulled a building permit on May 3, 2022 for a new home. Because this was not part of the cluster division, it requires another 32.80 acre open space deed restriction as a large lot (35 acres required) that may need to be placed on parcel 23024 0150.2100 or part of that parcel and part of parcel 23024 0152.5000.

Further complicating matters, the legal description for parcel 23024 0152.0000, at date of ordinance, did not disclose that it contained part of CSM 1192. Part of that is included in Lot 3 of CSM 5443 and the remainder is part of CSM 1374 that was excluded from your contiguous acreage at date of ordinance. Typically, pre-ordinance acreage defined by Certified Survey Map is excluded when calculating the contiguous acreage at date of ordinance for the purposes of calculating development potential.

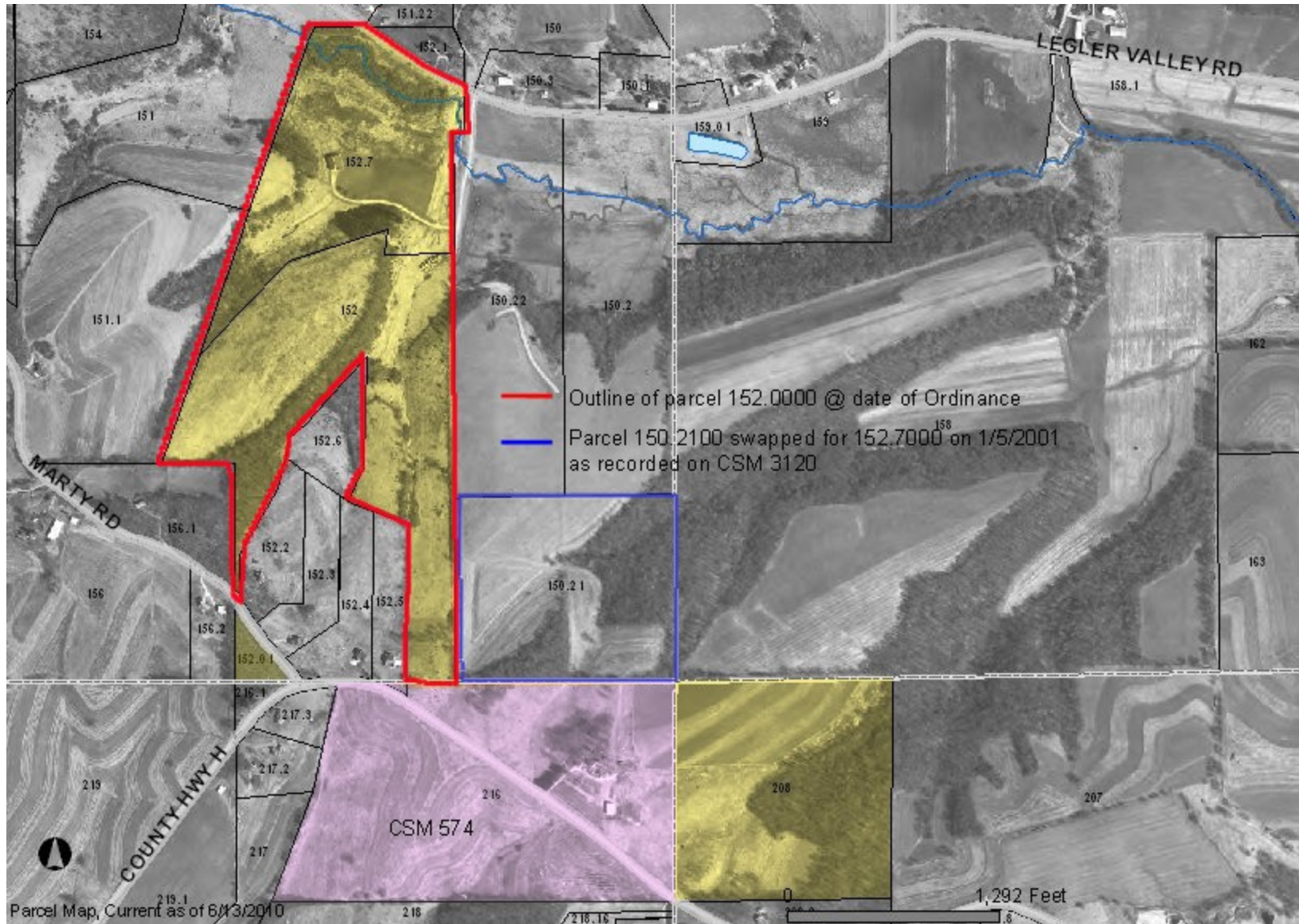
This has grown far more complicated than I imagined it would be, so I will have hours more to figure out possible solutions to present to the Plan Commission prior to providing you with your remaining options for development.

Luckily, the acreage that constitutes CSM 574 was pre-Ordinance, so the full amount of development potential should still be available (1 large lot for the existing home or 5 cluster lots, one containing the existing home). Likewise, I think the parcel to the far east containing 40 acres (parcel 23014 0208.0000) likely has retained all of its potential as well (one large lot or 3 cluster lots).

I will let you know what I discover when I can dedicate more time to this complex history.

Thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390



6/21/2007

**Split Computation- Margaret Howden  
Sect. 21, 27 & 28, Town Of New Glarus  
Green County, WI**

# Splits= Exist. Parcel Acreage/35= 2.5813  
Round down to 2 potential splits

Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
1	90.345 35.00	2.20	Darrell Allie	7/21/1999	32.80	152.0100		Y
2	0.5250			1/5/2001		3120	Lot 3 smaller than Lot 1	N
3	40.00	6.00	Lahman (Lots 2 & 3), Oemichen (Lot 1)	9/21/2016	34.00	4995 3120	3-lot cluster, 5.22 acres restriction on Lot 1, CSM	Y
<p>Excludes Lot 1 of CSM 574 of 67.72 A still held by Howden with existing residence. This property could potentially be resurveyed for cluster potential as long as Howden owns and as long as approved by LPC, by Public Hearing, and Town Board. Parcel 208.0000 not contiguous to parcel 152.0000 although it has potential on its own as 1 large lot or a cluster division of 3.</p>								
<p>Lots 2 and 3 of CSM 4995 reconfigured by CSM 5443 on 7/20/2021</p>								
<p style="text-align: right;">76.8 acres deed restricted 8.20 acres with 4 residences 14.820 Acres for development</p>								
<p style="text-align: center;">Property swap in 2001 resulted in a loss of .5250 Acres</p>								
<p>Excludes Lots 1-4 of CSM 1374; pre-Ordinance. Excludes Lot 1 of CSM 1484 and CSM 574; pre-Ordinance. Parcel 23024 0152.0000 included part of CSM 1192 that was not in 1997 legal description</p>								
					Total	Total		
					8.20	66.80		
scenario 2a								



TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
APRIL 21, 2016  
MINUTES

ATTENDING: Chris Narveson, John Ott, Robert Elkins, Dean Streiff, John Freitag, Reg Reis and Pattie Salter, Clerk-Treasurer. Craig Galhouse was absent.

ALSO ATTENDING: Jody Hoesly, Jim Hoesly, Gof Thomson and Mary Thomson, Margaret Howden and Al Lienhardt

- 1) **Call Meeting to Order:** C. Narveson called the meeting to order at 7:00 pm.
- 2) **Review Proof of Posting:** P. Salter attested to proper posting.
- 3) **Approve Minutes from March 17, 2016:** R. Elkins moved to approve the minutes as presented. 2<sup>nd</sup> by J. Freitag. Motion carried.
- 4) **Consider Plan Commission Term Renewals**
  - a) John Ott – Clerk Salter Swore in John Ott for a three year term to expire 4/30/19.
- 5) **Public Comments:** None.
- 6) **Gof Thomson - Review Split Potential:** Gof Thomson reported that Dick Marty did the original splits pre-ordinance. He noted that there are two distinct addresses for the retrofitted barn and the original homestead. ~~They currently have 51.29 acres which is not enough for a split as defined by Chapter 15.~~ After a brief discussion the group agreed the Thomson's could potentially do a cluster development. Gof is proposing that they plan this as a cluster development consisting of three lots: the original home, the remodeled barn and 1 additional split. The green space is already identified by existing CRP land. J. Ott noted that you cannot add land to increase your split potential.  
  
J. Freitag moved to allow Gof and Mary Thomson to proceed with a cluster development. J. Ott 2<sup>nd</sup>. Motion Carried.
- 7) **Margaret Howden - Review Split Potential:** Al Lienhardt spoke on behalf of Margaret Howden. It is their understanding that they have a potential for 3 large splits or a combination of a potential minor cluster development which would need a minimum of 40 acres and up to 4 (3), 2 acre lots. The lots must touch and 85% of the property would have to be deed restricted as green space. Once they hit 5 splits it would become a major development and would require meeting more conditions. There was question as to whether or not the parcel that was traded with C. Kepplinger actually counted as a split. The Plan Administrator will need to review prior records to determine if development rights for 1 lot transferred with the neighbor exchange with Kepplinger. Margaret will check to see if the trade was an acre to acre exchange and if she had her husband's notes that it be a land only exchange.
- 8) **Consider Hoesly Short-Term Rental Potential:** Jim and Jody Hoesly explained that they are working on setting up trusts and wish to survey off a couple acres to add to the lot that contains their home. After a brief discussion the group agreed that they could do this with a minimum split of 2 acres. ~~Any future split for buildable lots would have to be contiguous.~~ The Hoesly's will return once the parcel has been surveyed.
- 9) **Brent Hanna - Review Potential for Buildable Lot:** Brent Hanna purchased this lot on Hwy U from Andrew King. Mr. Hanna was told that he was purchasing a buildable lot and wanted to know if he could build a garage with living quarters on the lot. J. Ott did not think there would be adequate space for an independent sewer. R. Elkins felt they could possibly put in a mound

TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
APRIL 21, 2016  
MINUTES

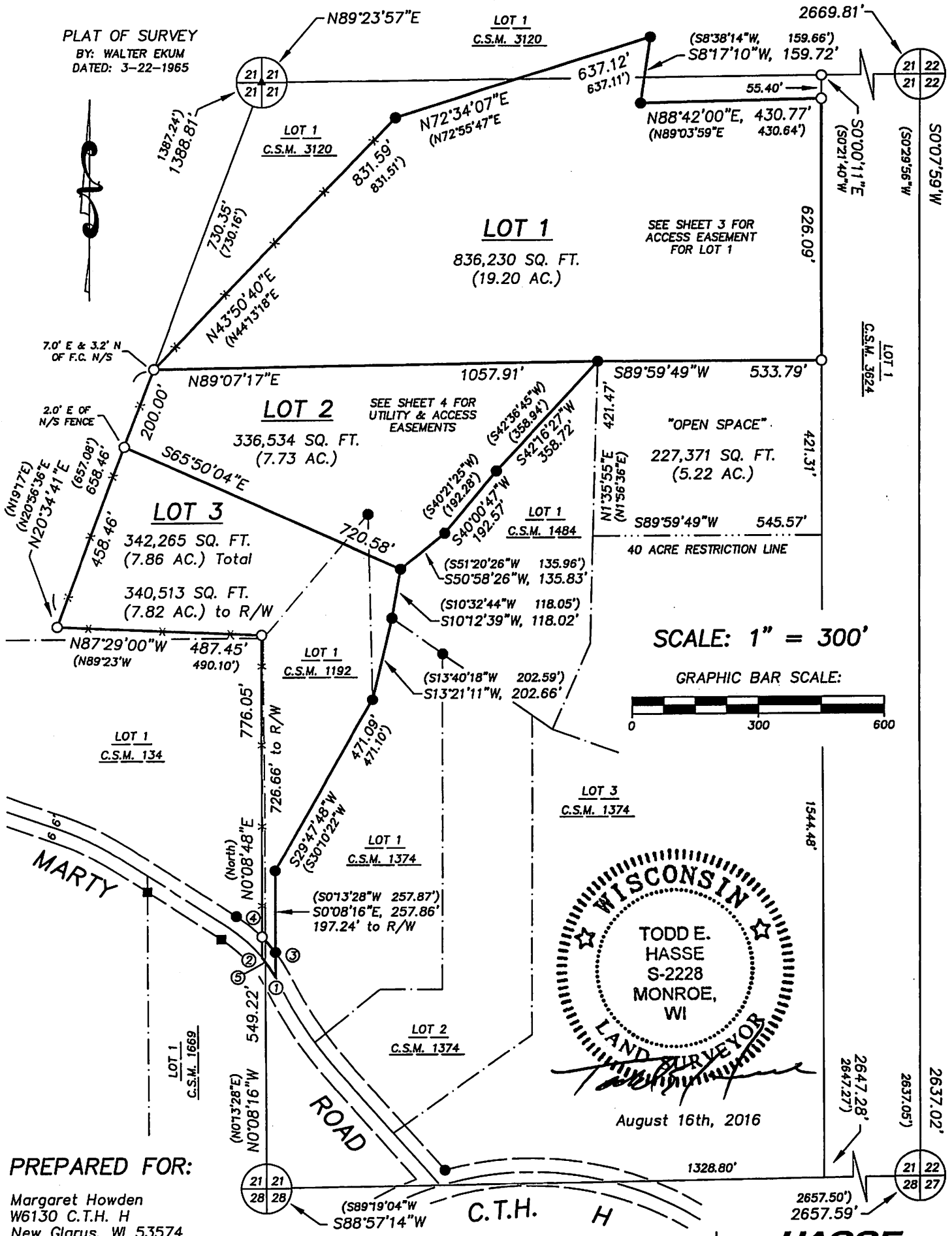
system and a well. After a brief discussion the group agreed that water and sewer concerns were questions for the County. Mr. Hanna will need to get approval from the County for the sewer and water before the Town could review his plans. The building would then need to meet the Town's minimum building requirements.

- 10) **Larry Klosterman - Review Potential for Cluster Development:** After reviewing past Plan Commission records, the group agreed that Mr. Klosterman has the potential for 4 clustered lots.
- 11) **Utility Committee Update:** The Village of Monticello is working to upgrade their broadband speed. There are also grants available. C. Narveson noted that this project would need to be funded through grant money and/or a utility.
- 12) **Discuss continuation of Chapter 110 review:**
  - a) **Discuss and consider determining or expanding guidelines for Developer Agreements:** C. Narveson felt that each development has to be written specific for each project. J. Freitag felt there could be a minimum of items but required for every development. After a brief discussion, the group agreed that the spreadsheet that details the requirements of a major development could be used to come up with a list of minimum requirements that would need to be included in each Developer's Agreement. Without objection, the clerk will send out sample development agreements along with the Major Development checklist.
  - b) **Review Chapter 110 in regards to buildable lot exchange and affect on number of splits:** R. Elkins remembered that there was a conversation that had to do with transfer of development rights. No action take.
- 13) **Discuss and Consider Comprehensive Plan Update:** C. Narveson thought maybe we should review our plan. J. Freitag moved to renew the plan, John Ott 2<sup>nd</sup>. Motion carried.
- 14) **Schedule Next Meeting Date and Agenda:** Wednesday, May 11<sup>th</sup> at 7 p.m.
- 15) **Adjourn:** ~~D. Streiff~~ (J. Freitag) moved to adjourn at 9:10 p.m., 2<sup>nd</sup> by D. Streiff. Motion carried.

574627

# CERTIFIED SURVEY MAP NO. 4995

PART OF THE SW 1/4 OF THE NE 1/4, PART OF THE NW 1/4 & SW 1/4 OF THE SE 1/4 AND PART OF THE NE 1/4 & SE 1/4 OF THE SW 1/4 OF SECTION 21, TOWNSHIP 4 NORTH, RANGE 7 EAST, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.



PLAT OF SURVEY  
BY: WALTER EKUM  
DATED: 3-22-1965

LOT 1  
C.S.M. 3120

LOT 1  
836,230 SQ. FT.  
(19.20 AC.)

LOT 2  
336,534 SQ. FT.  
(7.73 AC.)

LOT 3  
342,265 SQ. FT.  
(7.86 AC.) Total  
340,513 SQ. FT.  
(7.82 AC.) to R/W

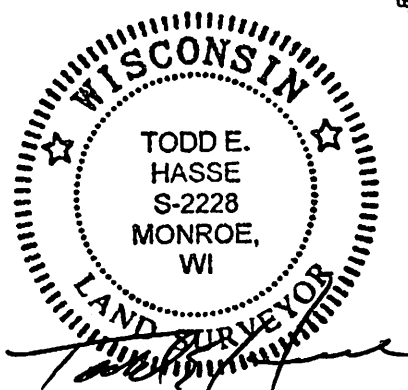
SEE SHEET 3 FOR  
ACCESS EASEMENT  
FOR LOT 1

SEE SHEET 4 FOR  
UTILITY & ACCESS  
EASEMENTS

"OPEN SPACE"  
227,371 SQ. FT.  
(5.22 AC.)

SCALE: 1" = 300'

GRAPHIC BAR SCALE:



August 16th, 2016

PREPARED FOR:

Margaret Howden  
W6130 C.T.H. H  
New Glarus, WI 53574  
(608) 527-5145

NOTE: SEE SHEET 2 FOR LEGEND & CURVE DATA

**HASSE**  
SURVEYING, LLC

W5820 ILIFF ROAD  
MONROE, WI 53566  
(608) 325-5321 PHONE  
(608) 329-5321 FAX

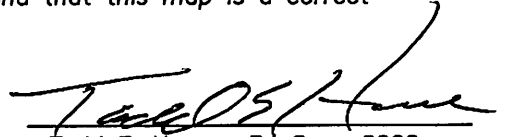
# CERTIFIED SURVEY MAP No. 4995

That part of Lot 1 of Certified Survey Map No. 1192, Recorded in Volume 4 of Certified Survey Maps of Green County, on Page 45, as Document No. 329129 and other lands being part of the SW 1/4 of the NE 1/4, part of the NW 1/4 & SW 1/4 of the SE 1/4 and part of the NE 1/4 & SE 1/4 of the SW 1/4 of Section 21, Township 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, bounded and described as follows:

Commencing at the S 1/4 corner of Section 21; thence N0°08'16"W along the West line of the SE 1/4 of Section 21, 549.22' to the centerline of Marty Road and the point of beginning; thence Northwesterly, 13.48' along said centerline and the arc of a curve to the left, whose radius is 339.52' and whose chord bears N37°36'44"W, 13.48'; thence N0°08'48"E, 776.05'; thence N87°29'00"W, 487.45'; thence N20°34'41"E, 658.46'; thence N43°50'40"E, 831.59'; thence N72°34'07"E, 637.12'; thence S8°17'10"W, 159.72'; thence N88°42'00"E, 430.77' to the East line of the NW 1/4 of the SE 1/4 of Section 21; thence S0°00'11"E along said East line, 626.09'; thence S89°59'49"W, 533.79'; thence S42°16'27"W, 358.72'; thence S40°00'47"W, 192.57'; thence S50°58'26"W, 135.83'; thence S10°12'39"W, 118.02'; thence S13°21'11"W, 202.66'; thence S29°47'48"W, 471.09'; thence S0°08'16"E, 257.86' to the centerline of Marty Road; thence Northwesterly, 44.76' along said centerline and the arc of a curve to the left, whose radius is 339.52' and whose chord bears N32°41'51"W, 44.73' to the point of beginning; subject to a public road right-of-way as shown and to any and all easements of record.

I, Todd E. Hasse, Professional Land Surveyor, S-2228, hereby certify that I have made this Certified Survey Map under the direction of Margaret Howden and that this Survey is in compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of Green County, Village of New Glarus and the Town of New Glarus and that I have surveyed, monumented and mapped the lands described hereon and that this map is a correct representation thereof in accordance with the information that was provided.

August 16th, 2016

  
Todd E. Hasse P.L.S. - 2228

REGISTER OF DEEDS CERTIFICATE: Received for record this 21<sup>st</sup> day of September, 2016 at 1:07 o'clock P.M.

and recorded in Volume 23 of Certified Survey Maps of Green County on Page 28-35.

By: Cynthia A. Meudt  
Cynthia A. Meudt Register of Deeds

### CURVE DATA:

CURVE	RADIUS	INT. ANGLE	ARC	CHORD	CHORD BEARING	TANGENT BEARING
1-2	339.52'	9°49'46"	58.25'	58.18'	N33°50'07"W	① N28°55'14"W
1-5	339.52'	7°33'14"	44.76'	44.73'	N32°41'51"W	⑤ N36°28'28"W
5-2	339.52'	2°16'32"	13.48'	13.48'	N37°36'44"W	② N38°45'00"W
3-4	372.52'	7°33'06"	49.10'	49.06'	N40°53'49"W	③ N37°07'16"W
3-6	372.52'	3°55'48"	25.55'	25.55'	N39°05'10"W	④ N44°40'22"W
7-8	100.00'	62°02'46"	108.29'	103.08'	N17°40'12"W	⑥ N41°03'04"W
9-10	100.00'	91°55'34"	160.44'	143.78'	N02°43'48"W	

### LEGEND:



Cast Aluminum monument found.



2" iron pipe found as set by Robert Talarczyk on 11-16-2000.



1" iron pipe found.



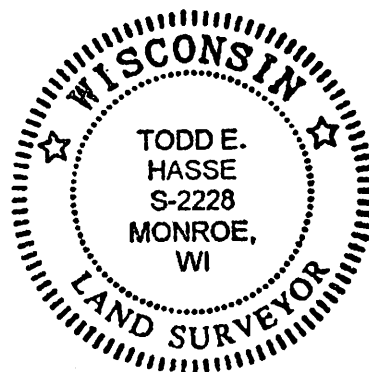
3/4" solid round iron rod found.



3/4" X 24" solid round iron rod set, weighing 1.50 lbs per lined ft.



Existing fence line.



**HASSE**  
SURVEYING, LLC

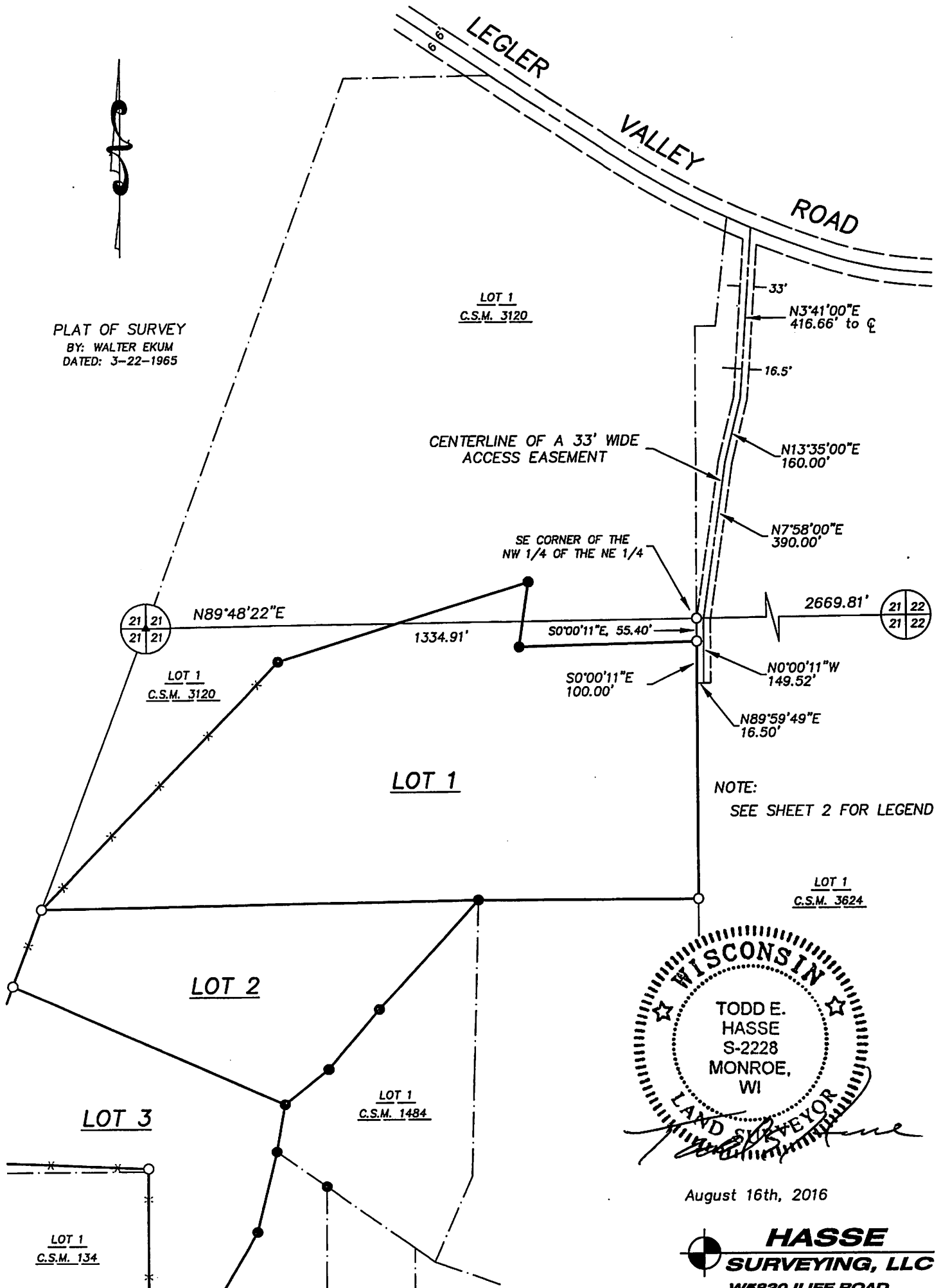
W5820 ILIFF ROAD  
MONROE, WI 53566  
(608) 325-5321 PHONE  
(608) 329-5321 FAX

VOL. 23 PAGE 29



# CERTIFIED SURVEY MAP NO. 4995

## ACCESS EASEMENT DETAIL:



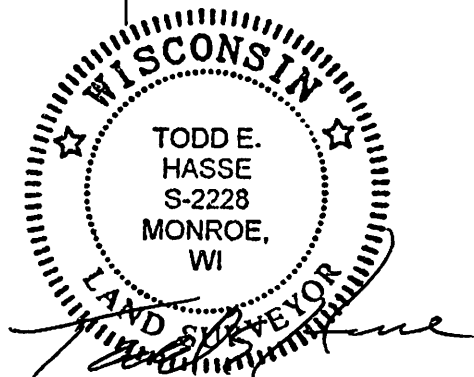
PLAT OF SURVEY  
BY: WALTER EKUM  
DATED: 3-22-1965

LOT 1  
C.S.M. 3120

CENTERLINE OF A 33' WIDE  
ACCESS EASEMENT

SE CORNER OF THE  
NW 1/4 OF THE NE 1/4

NOTE:  
SEE SHEET 2 FOR LEGEND



August 16th, 2016

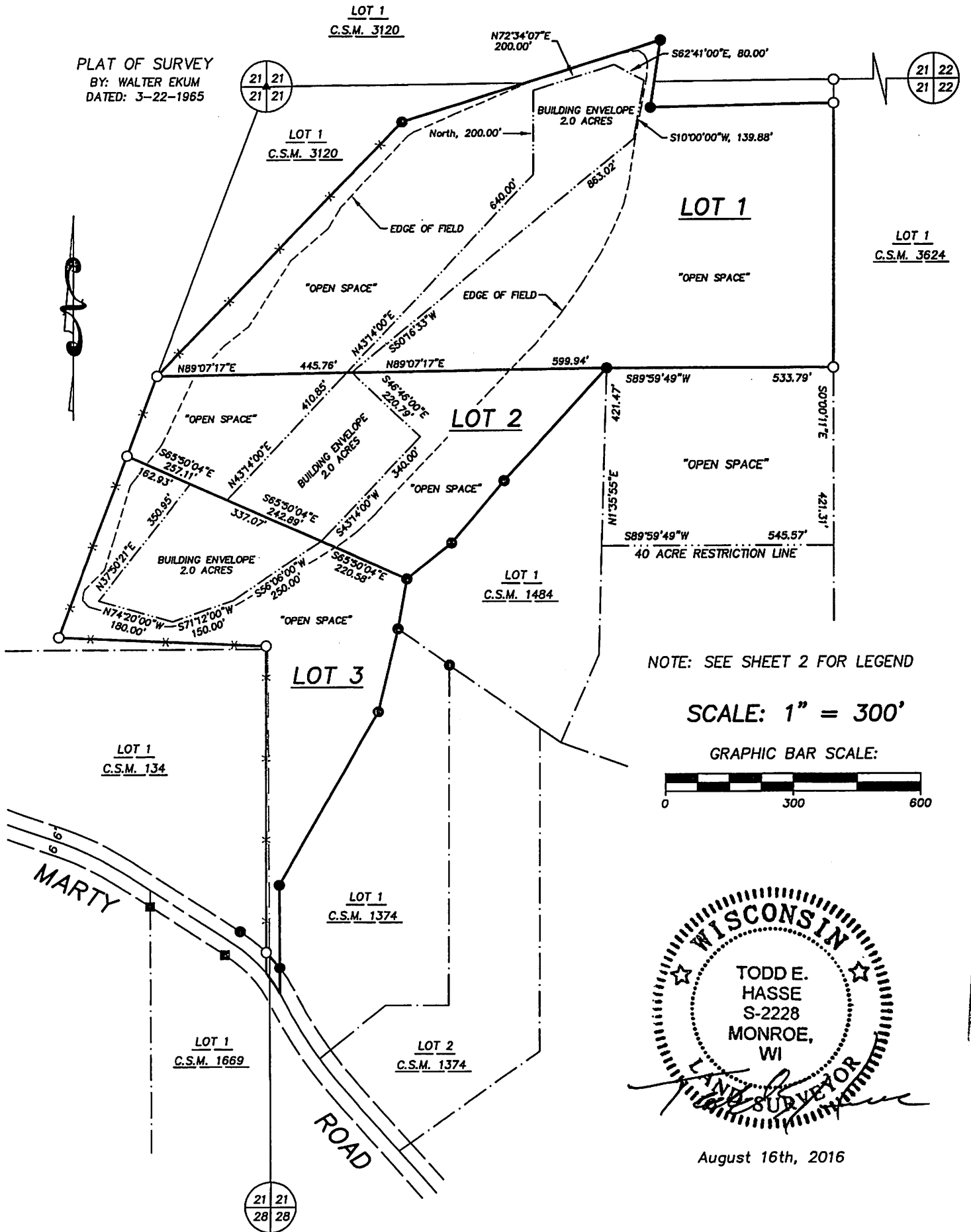
**HASSE**  
**SURVEYING, LLC**

W5820 ILIFF ROAD  
MONROE, WI 53566  
(808) 325-5321 PHONE  
(808) 329-5321 FAX



# CERTIFIED SURVEY MAP NO. 4995

## BUILDING ENVELOPE AND OPEN SPACE DETAIL:



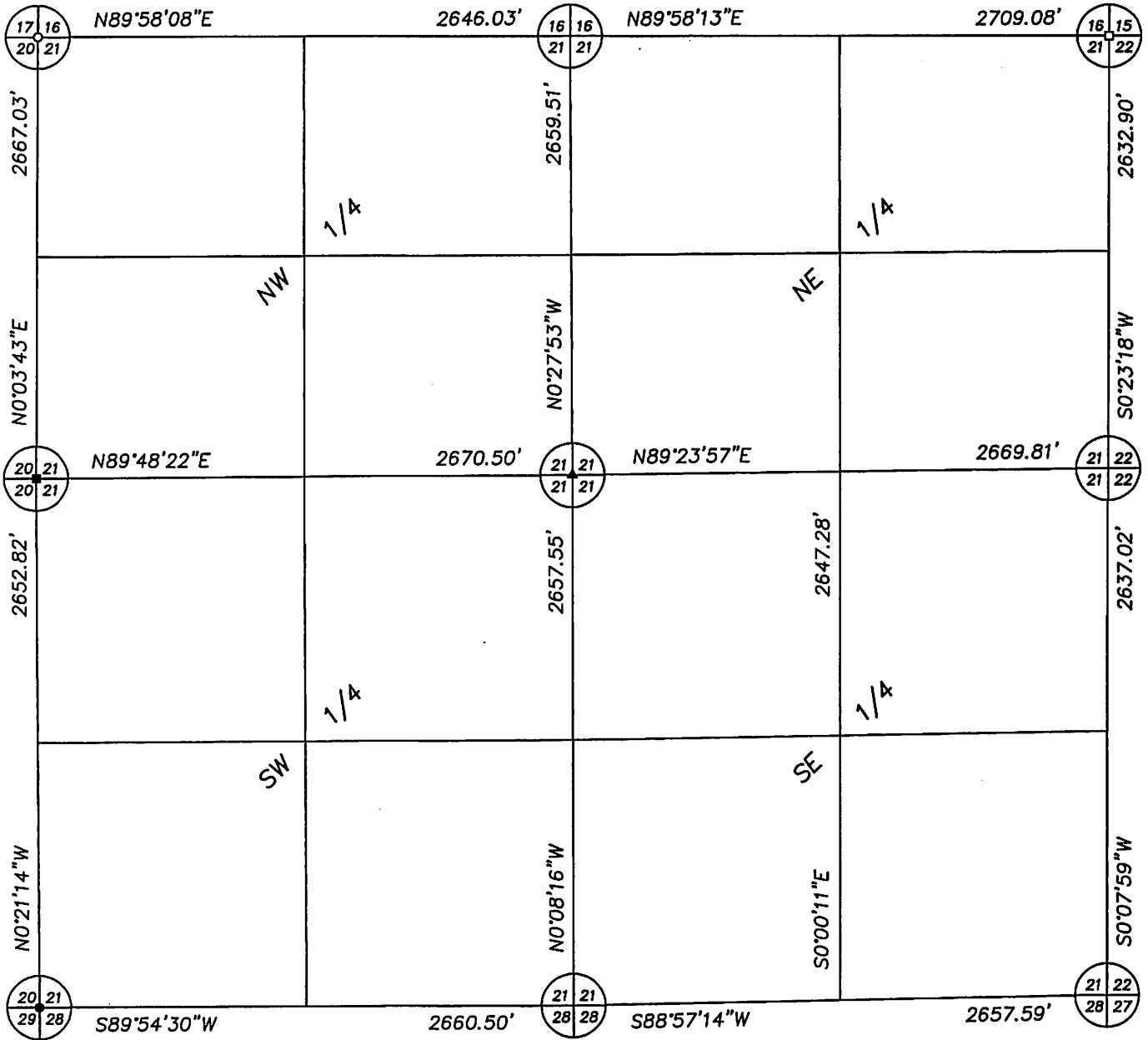
VOL. 23 PAGE 32

**WISCONSIN**  
 ★ TODD E. HASSE ★  
 S-2228  
 MONROE, WI  
 LAND SURVEYOR

August 16th, 2016







**HASSE**  
**SURVEYING, LLC**  
 W5820 ILIFF ROAD  
 MONROE, WI 53566  
 (608) 325-5321 PHONE  
 (608) 329-5321 FAX

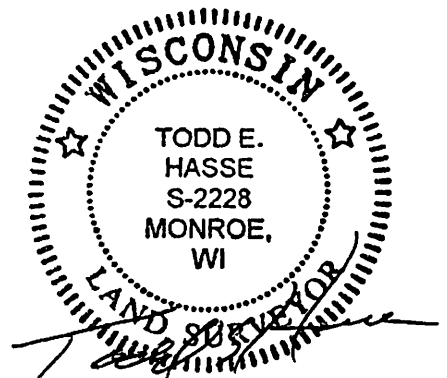
# CERTIFIED SURVEY MAP No. 4995



## SECTION 21 SUMMARY:

### LEGEND:

-  Cast Aluminum monument found.
-  2" iron pipe found as set by Robert Talarczyk on 11-16-2000.
-  Chiseled Cross found in concrete.
-  Stone monument found, determined corner location from witness monuments.
-  3/4" solid round iron rod found.
-  Concrete monument with brass cap found.



August 16th, 2016

**HASSE**  
SURVEYING, LLC

W5820 ILIFF ROAD  
MONROE, WI 53566  
(808) 325-5321 PHONE  
(808) 329-5321 FAX

# CERTIFIED SURVEY MAP NO. 4995

## GREEN COUNTY ZONING APPROVAL:

Approved for recording by the Green County Zoning Department this 21 day of September, 2016.

By: Adam Wiegel  
Adam Wiegel Zoning Administrator

## VILLAGE OF NEW GLARUS APPROVAL:

Approved for recording by the Village of New Glarus this 6<sup>th</sup> day of September, 2016.

By: Lynhe R. Erb  
Lynhe R. Erb Village Clerk

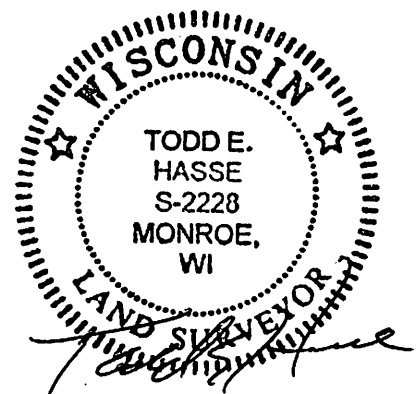
## TOWN OF NEW GLARUS APPROVAL:

Approved for recording by the Town of New Glarus this 13 day of Sept., 2016.

By: Chris Narveson  
Chris Narveson Town Chairman

## NOTES:

1. Bearings and distances shown in parenthesis, indicates recorded as data.
2. Lot 1 of this Certified Survey Map is being purchased by an adjoining land owner who owns Lot 1, C.S.M. 3624. An Access Easement Agreement will need to be created for the 33' wide Access Easement as shown on Page 3, for roadway access to Legler Valley Road for Lot 1.
3. Bearings are referenced to the South line of the SE 1/4 of Section 21, which bears S88°57'14"W, according to the Green County Coordinate System, as defined by the Wisconsin Department of Transportation and determined by GPS observation, 2007 Adjustment.
4. Per Section 110-28 of the Town of New Glarus Land Division and Subdivision Code, when land included in a subdivision or Certified Survey Map abuts upon or is adjacent to land used for agriculture, farming or grazing purposes, the land divider shall, if requested by adjacent landowners, erect, keep and maintain partition fences, satisfying the requirements of the Wisconsin Statutes for a legal and sufficient fence, between such land and the adjacent land. A covenant binding the developer, its grantees, heirs, successors, and assigns to erect and maintain such fence, without cost to the adjacent property owners, so long as the land is used for agriculture, farming or grazing purposes.



August 16th, 2016

**HASSE**  
**SURVEYING, LLC**  
W5820 ILIFF ROAD  
MONROE, WI 53586  
(808) 325-5321 PHONE  
(808) 329-5321 FAX

OF 23 PAGE 34

# CERTIFIED SURVEY MAP NO. 4995

OWNER'S CERTIFICATE:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval (Town of New Glarus, Village of New Glarus and Green County Zoning).

Dated this 25 day of August, 2016.

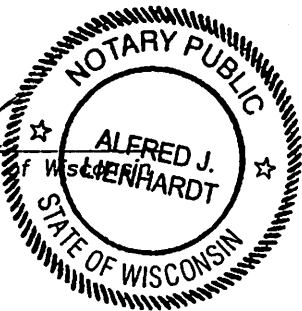
Margaret Howden  
Margaret Howden

STATE OF WISCONSIN) SS  
GREEN COUNTY)

Personally came before me this 25<sup>th</sup> day of August, 2016, the above named Margaret Howden, to me known to be the same person who executed the foregoing instrument and acknowledged the same.

My commission expires July 20th, 2018.

Alfred J. Lienhardt  
Alfred J. Lienhardt Notary Public State of Wisconsin



OWNER'S CERTIFICATE:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval (Town of New Glarus, Village of New Glarus and Green County Zoning).

Dated this 25 day of August, 2016.

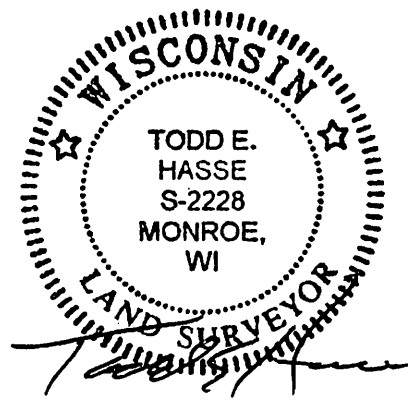
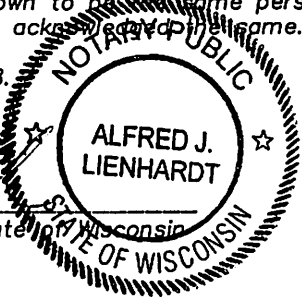
Ronald Dean French  
Ronald Dean French

STATE OF WISCONSIN) SS  
GREEN COUNTY)

Personally came before me this 25<sup>th</sup> day of August, 2016, the above named Ronald Dean French, to me known to be the same person who executed the foregoing instrument and acknowledged the same.

My commission expires July 20th, 2018.

Alfred J. Lienhardt  
Alfred J. Lienhardt Notary Public State of Wisconsin



August 16th, 2016

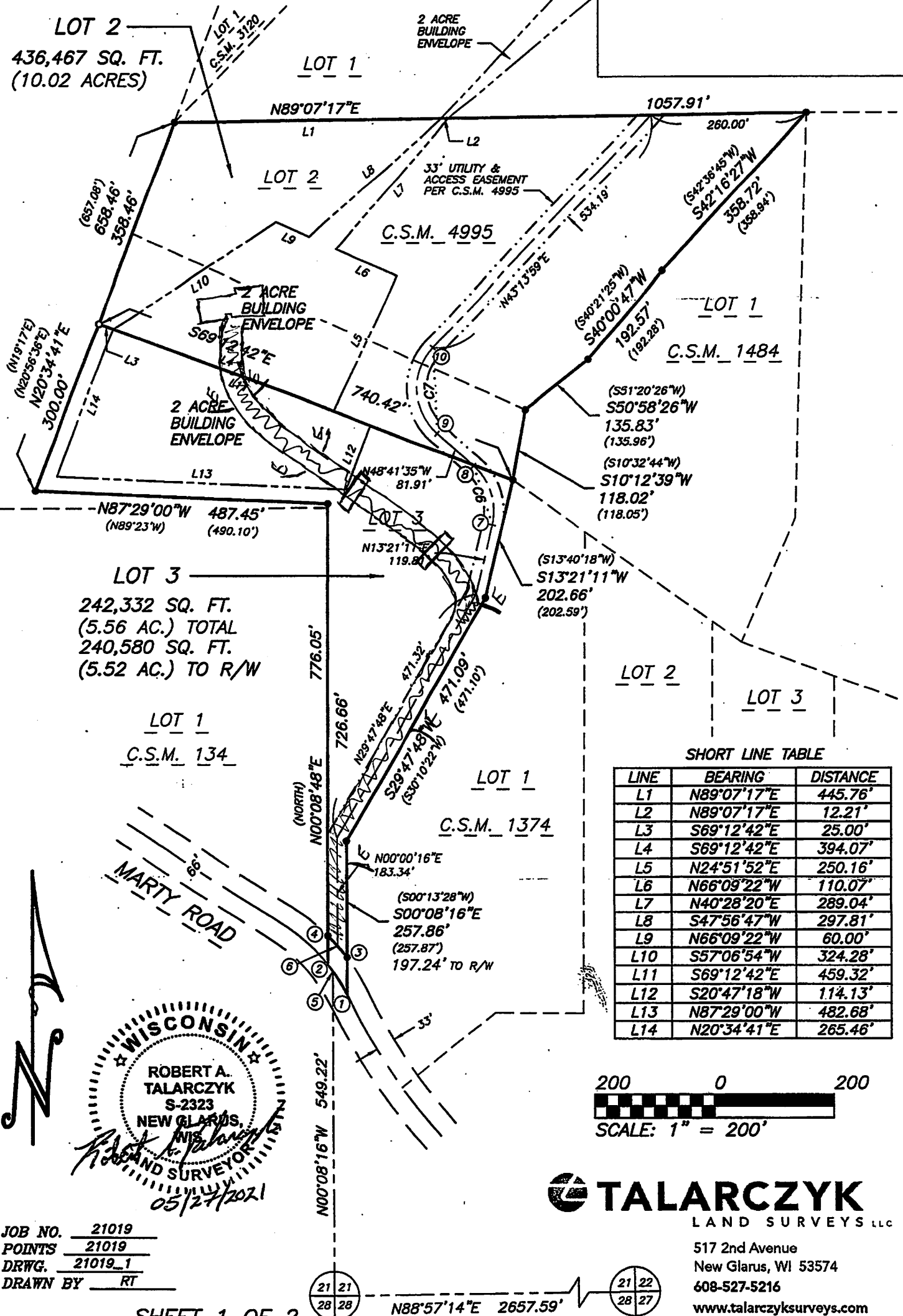
**HASSE**  
**SURVEYING, LLC**  
W5820 ILIFF ROAD  
MONROE, WI 53588  
(808) 325-5321 PHONE  
(808) 329-5321 FAX

VOL 23 PAGE 35

611258  
 27 - 32  
 Recorded  
 07/30/2021 02:23 PM  
 CYNTHIA A MEUDT  
 REGISTER OF DEEDS  
 GREEN COUNTY, WISCONSIN  
 30.00

# CERTIFIED SURVEY MAP NO. 5443

Lots 2 and 3 of Certified Survey Map 4995 (Vol. 23, Pages 28-35), being part of the Northwest and Southwest 1/4s of the Southeast 1/4 and the Northeast and Southeast 1/4s of the Southwest 1/4 of Section 21, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

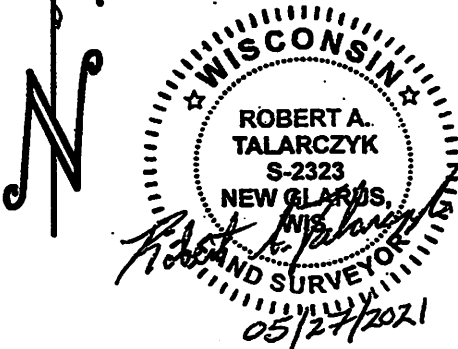
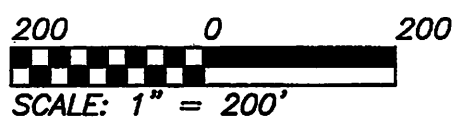


**LOT 2**  
 436,467 SQ. FT.  
 (10.02 ACRES)

**LOT 3**  
 242,332 SQ. FT.  
 (5.56 AC.) TOTAL  
 240,580 SQ. FT.  
 (5.52 AC.) TO R/W

SHORT LINE TABLE

LINE	BEARING	DISTANCE
L1	N89°07'17"E	445.76'
L2	N89°07'17"E	12.21'
L3	S69°12'42"E	25.00'
L4	S69°12'42"E	394.07'
L5	N24°51'52"E	250.16'
L6	N66°09'22"W	110.07'
L7	N40°28'20"E	289.04'
L8	S47°56'47"W	297.81'
L9	N66°09'22"W	60.00'
L10	S57°06'54"W	324.28'
L11	S69°12'42"E	459.32'
L12	S20°47'18"W	114.13'
L13	N87°29'00"W	482.68'
L14	N20°34'41"E	265.46'



JOB NO. 21019  
 POINTS 21019  
 DRWG. 21019\_1  
 DRAWN BY RT

**TALARCZYK**  
 LAND SURVEYS LLC  
 517 2nd Avenue  
 New Glarus, WI 53574  
 608-527-5216  
 www.talarczyksurveys.com

VOL. 27, PAGE 32

# CERTIFIED SURVEY MAP NO. 5443

Lots 2 and 3 of Certified Survey Map 4995 (Vol. 23, Pages 28-35), being part of the Northwest and Southwest 1/4s of the Southeast 1/4 and the Northeast and Southeast 1/4s of the Southwest 1/4 of Section 21, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

I hereby certify that this survey is in compliance with Chap. 236.34 of the Wis. Statutes and the subdivision regulations of Green County and the Town of New Glarus, and that I have surveyed, monumented, and mapped the lands described hereon, and that this map is a correct representation thereof in accordance with the information provided.

May 27, 2021

  
Robert A. Talarczyk, P.L.S.

COUNTY APPROVAL CERTIFICATE: Approved for recording this 29 day of July, 2021 by the Green County Land Use & Zoning Department.

Adam Wegel 50  
Zoning Administrator

TOWNSHIP APPROVAL: Approved for recording this 22 day of June, 2021 by the Township of New Glarus.

  
Town Chair

CURVE DATA

CURVE	RADIUS	ARC	DELTA	CHORD	CHORD BEARING	TAN.BEARING-IN	TAN.BEARING-OUT
1-2	339.52'	58.25'	9°49'46"	58.18'	N33°50'07"W	N28°55'14"W	N38°45'00"W
1-5	339.52'	44.76'	7°33'14"	44.73'	N32°41'51"W		
5-2	339.52'	13.48'	2°16'32"	13.48'	N37°36'44"W		
3-4	372.52'	49.10'	7°33'06"	49.06'	N40°53'49"W	N37°07'16"W	N44°40'22"W
3-6	372.52'	25.55'	3°55'48"	25.55'	N39°05'10"W		N41°03'04"W
7-8	100.00'	108.29'	62°02'46"	103.08'	N17°40'12"W		
9-10	100.00'	160.44'	91°55'34"	143.78'	N02°43'48"W		

**LEGEND:**



Cast aluminum monument found

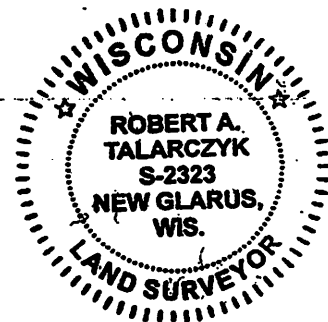
- 3/4" solid round iron rod found
- 3/4" x 24" solid round iron rod set, weighing 1.5 pounds per lineal foot

VILLAGE APPROVAL: Approved for recording this 20<sup>th</sup> day of July, 2021 by the Village of New Glarus.

  
Village Clerk

**NOTES:**

- 1.) Bearings are referenced to the Wisconsin County Coordinate System, Green County Zone, NAD83 (2011), in which the South line of the Southeast 1/4 of Section 21 bears S88°57'14"W.
- 2.) Recorded data, when different than measured, is shown in parenthesis.
- 3.) Per Section 110-28 of the Town of New Glarus Land Division and Subdivision Code, when the land included in a subdivision or certified survey map abuts upon or is adjacent to land used for agriculture, farming or grazing purposes, the land divider shall, if requested by adjacent landowners, erect, keep, and maintain partition fences, satisfying the requirements of the Wisconsin Statutes for a legal and sufficient fence, between such land and the adjacent land. A covenant binding the developer, its grantees, heirs, successors, and assigns to erect and maintain such fences, without cost to the adjoining property owners, so long as the land is used for agriculture, farming or grazing purposes.



PREPARED FOR:  
Dana & Erika Doll  
W6785 Rothenbuehler Road  
Monroe, WI 53566



517 2nd Avenue  
New Glarus, WI 53574  
608-527-5216  
www.talarczyksurveys.com

JOB NO. 21019  
POINTS 21019  
DRWG. 21019\_1  
DRAWN BY RT

SHEET 2 OF 2  
611258

VOL 27 PAGE 33



# SURVEYOR'S AFFIDAVIT



8 2 0 7 6 4 7

Tx:4181268

611257

Recorded

07/30/2021 02:23 PM

CYNTHIA A MEUDT

REGISTER OF DEEDS

GREEN COUNTY, WISCONSIN

RECORDING FEE: 30.00

STATE OF WISCONSIN)  
COUNTY OF GREEN) SS

Robert A. Talarczyk, being first duly sworn, on oath deposes and says:

That he is an adult resident of Green County, State of Wisconsin, and is by occupation a Professional Land Surveyor, licensed to practice in the State of Wisconsin:

That on August 16th, 2016, Todd E. Hasse, P.L.S., prepared a Certified Survey Map for Margaret Howden.

That on September 13th, 2016, the survey was approved for recording by the Town of New Glarus.

That on September 21st, 2016, the survey was recorded with the Green County Register of Deeds in Volume 23 of Certified Survey Maps of Green County on Pages 28-35 as Certified Survey Map No. 4995 as Document No. 574627:

That on sheet 5 of 8, the survey shows a 2.0 Acre Building Envelope on Lot 2 and a 2.0 Acre Building Envelope on Lot 3 (Building Restrictions).

That on June 9th, 2021, the Town of New Glarus passed Resolution No. 09June21, approving the removal of these Building Restrictions.

Attached is the resolution from the Town of New Glarus, which releases these Building Restrictions. A condition of this resolution is that this affidavit correcting Certified Survey Map 4995 be recorded at the Register of Deeds for Green County, Wisconsin.

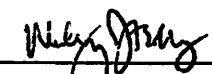
That the purpose of this affidavit is to fulfill said condition and thereby remove the aforementioned Building Restrictions.

Dated this 30<sup>th</sup> day of July, 2021.

  
Robert A. Talarczyk, P.L.S.

Subscribed and sworn before me this 30<sup>th</sup> day of July, 2021.

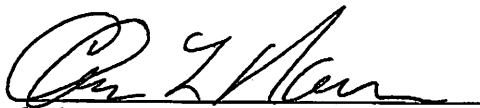
My commission expires 5-31-2022.

  
Notary Public, Green County, Wisconsin

RESOLUTION

At the Town of New Glarus official meeting held on this 9<sup>th</sup> day of June, 2021, the following resolution was adopted concerning land in Green County, Wisconsin, described as:

Lots 2 and 3, Certified Survey Map Number 4995, as recorded in Volume 23 of Certified Survey Maps, on Pages 28-35, as Document Number 574627, Green County Register of Deeds.



Chris Narveson, Town Chair  
Town of New Glarus, Green County, WI

6-9-2021  
Date

**RETURN TO:**

Town of New Glarus  
Attn: Jesse Wahl, Clerk-Treasurer  
26 5<sup>th</sup> Avenue  
New Glarus, WI 53574

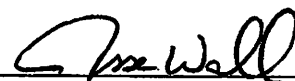
Parcel Identification Numbers  
0152.0410 and 0152.0300

STATE OF WISCONSIN)  
COUNTY OF GREEN) SS

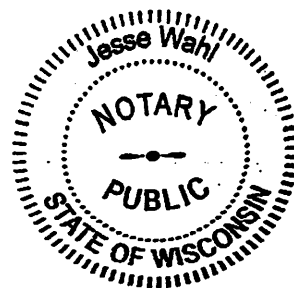
I, Jesse Wahl, a Notary Public in and for said County in the state aforesaid, DO HEREBY CERTIFY THAT the above named Chris Narveson, Town Chair, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Given under my hand and notarial seal, this 9<sup>th</sup> day of June, 2021.

My Commission expires/is permanent July 15, 2024

  
\_\_\_\_\_  
Notary Public

This instrument drafted by: Robert A. Talarczyk



Resolution No. 09June21  
Town Board, Town of New Glarus,  
Green County, Wisconsin

**APPROVAL OF THE REMOVAL OF BUILDING ENVELOPE RESTRICTIONS AS SET  
FORTH ON LOTS 2 AND 3, CERTIFIED SURVEY MAP NUMBER 4995**

**WHEREAS**, Certified Survey Map Number 4995 (CSM 4995), recorded in Volume 23 of Certified Survey Maps, on Pages 28-35, as Document Number 574627, Green County Register of Deeds, depicts a 2.0 acre building envelope on Lot 2 and a 2.0 acre building envelope on Lot 3 (Building Restrictions); and,

**WHEREAS**, Robert A. Talarczyk, on behalf of Dana D. Doll and Erika L. Doll, has requested that this 2.0 acre building envelope be removed from Lot 2 and this 2.0 acre building envelope be removed from Lot 3; and,

**WHEREAS**, Chapter 110 (Land Division and Subdivision Ordinance) of the Town of New Glarus Code of Ordinances, requires each lot in a cluster development to have a 2.0 acre building envelope where building envelopes have at least one common lot boundary; and,

**WHEREAS**, Robert A. Talarczyk, professional land surveyor, on behalf of Dana D. Doll and Erika L. Doll, shall prepare a new Certified Survey Map, reconfiguring Lots 2 and 3 of CSM 4995, on which new 2.0 acre building envelopes will be depicted on two new lots and, once recorded, will nullify and replace Lots 2 and 3 of CSM 4995; and,

**WHEREAS**, conditioned upon the Town approving the removal of these Building Restrictions, an affidavit correcting said CSM 4995 removing said Building Restrictions shall be recorded subsequent to the recording of this Resolution at the Register of Deeds for Green County, Wisconsin, and the correction instrument shall make direct reference to this resolution and its recording information.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the Town of New Glarus, Green County, Wisconsin, that the Building Restrictions are hereby removed from Lots 2 and 3, CSM 4995.

**BE IT FURTHER RESOLVED**, that the Town Chair, and Town Clerk are hereby authorized to approve and execute the necessary documents to affect the above removal of the Building Restrictions from Lots 2 and 3, CSM 4995.

BY ORDER OF THE TOWN BOARD  
TOWN OF NEW GLARUS, WISCONSIN

  
Chris Narveson, Town Chair, Town of New Glarus

ATTEST:

  
Jesse Wahl, Town Clerk, Town of New Glarus



October 13, 2023

Chair Narveson and Members of the Town Plan Commission  
Town of New Glarus  
26 Fifth Avenue  
New Glarus, WI 53574

Re: Town of New Glarus Land Development Impact Fee  
Next Steps and Plan for Update

Dear Chair Narveson and Plan Commission Members:

I am writing to summarize the next steps to finalize the Town Impact Fee and provide the anticipated schedule for completion of this work. As you may recall, we began this update in 2021 but paused work efforts while awaiting updates to the Barrientos public works facility space study and focused instead on the purchase of the Town Park (Hayes Property). We believe the Town is now in a position to finalize the impact fee and move ahead. The proposed process, schedule, and cost to complete this work are presented below.

A. Documents Requiring an Update:

1. Public Facilities Needs Assessment, which contains:
  - a. Inventory of Existing Facilities
  - b. Identification of New Facilities
  - c. Detailed Estimate of Capital Costs
  - d. Identification of Possible Funding Sources
  - e. Impact Fee Calculations
2. The Impact Fee Ordinance (Chapter 80) to reflect updates in State Statute
3. Service Area Map

B. Proposed Review Meetings:

1. Park Commission (November 15<sup>th</sup>, 2023), to:
  - a. Review the park-related work in the updated document.
  - b. Recommend the Board approve the park-related fees or make recommendations for Vierbicher on further adjustments.
2. Plan Commission (November 16<sup>th</sup>, 2023) to:
  - a. Review the PC related work in the updated document.
  - b. Recommend the Board approve the Updated fee Schedule or make recommendations for Vierbicher on further adjustments.
3. Town Board (December 13<sup>th</sup>, 2023), to:
  - a. Review the recommendations of the PC and Parks

- b. Direct Vierbicher on making further adjustments, if any. Alternatively, the Board could recommend Vierbicher come back to the Board with an amended document before recommending the Public Hearing.
  - c. Recommend the Town Clerk schedule a Public Hearing and Post the updated Document & Chapter 80 Language.
4. Public Hearing / Town Board Meeting (January 10<sup>th</sup>, 2024)
- a. The public shall be granted a 20-day review period prior to the Public Hearing in accordance with [§66.0617\(4\)\(b\)](#). Notice posted twenty (20) days prior to meeting by the Town Clerk.
  - b. Town takes into consideration the Public considerations, votes to approve or amend. Vierbicher can assist with crafting Resolution language.

C. Costs for this Update

1. Original contract (dated July 21, 2021) has been billed \$3,753 of the \$7,200 contract amount (52%). Since that time:
  - a. The facility report was revised by Barrientos.
  - b. The Town Park was purchased.
  - c. The Town CORP was updated, changing trail information.
  - d. Funds for trails (DNR Trail Grant) have been re-allocated.
2. Amendment to the Original contract is needed to capture these revisions and finalize the Impact fee. We are proposing to amend the contract fee to \$8,700 and complete the project (an additional \$1,500).

I will be in attendance at the October 19<sup>th</sup> Town Plan Commission Meeting and am glad to discuss this further with you. Should you have any questions before that meeting please feel free to contact me.

Sincerely,



Timothy L. Scheeper, PE





October 13, 2023

Mr. Chris Narveson, Town Board Chair  
Town of New Glarus  
PO Box 448  
New Glarus, WI 53574

Re: Agreement Amendment No. 1  
Impact Fee Needs Assessment, Town of New Glarus, Green County, WI

Dear Chris:

We propose to amend our current Agreement, (dated July 21, 2021) for engineering consulting services for the Impact Fee Needs Assessment to include the additional services requested. The following services shall be provided:

**I. SCOPE OF ADDITIONAL SERVICES:**

- a. **Facilities Needs Assessment:** Consultant shall complete the document to reflect the updated information brought forward by:
  - i. The Barrientos September 12, 2022 Spaces Needs Assessment, and
  - ii. The December 2022 purchase of land, a portion of which is intended to host a Town park, and
  - iii. The Comprehensive Outdoor Recreation Plan updated for 2022-2027, which contains trails whose lengths and associated costs will be used to inform an appropriately calculated and charged impact fee, and
  - iv. The funds for the CTH NN Trail project being reallocated to an estimated 0.6 mile trail facility along Hwy 39 from Durst Road to the Town's new park
- b. **Impact Fee Ordinance (Town of New Glarus Code Chapter 80):** Consultant shall update Chapter 80 to reflect changes to Wis. Stat. §66.0617.
- c. **Service Area Map:** Consultant shall prepare an updated Town of New Glarus Map which portrays the (municipal) extents in which these impact fees may be levied to provision capital improvements. A note on the map will specify that the library serves patrons beyond the borders of the Town.

**II. SCHEDULE:**

A. The schedule to complete the activities noted above are as follows:

Activity	Date
1. Parks Commission Mtg reviewing materials .....	November 15, 2023
2. Plan Commission Mtg reviewing materials.....	November 16, 2023
3. Town Board Mtg reviewing materials.....	December 13, 2023
4. Public Hearing / Town Board Mtg for Adoption.....	January 10, 2024

**III. FEE STATUS:**

The fixed fees to provide the scope of services described herein is as follows:

A.	Original Agreement .....	\$7,200
B.	Agreement Amendment No. 1 .....	<u>\$1,500</u>
	<b>Current Total Agreement Amount:</b> .....	<b>\$8,700</b>

All other terms and conditions of the original Agreement remain in effect.

If the Agreement amendment is acceptable, please sign below and return one executed copy to our Madison office.

Sincerely,



Matthew G. Miller, CNU-A  
Project Leader



Andrew R. Kurtz  
Planning and Community Development Manager

Town of New Glarus

Authorization to Proceed: \_\_\_\_\_

Date: \_\_\_\_\_

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# Checklist for Land Division and Subdivision Submittals

Draft: September 20, 2023

## Town of New Glarus

26 5<sup>th</sup> Avenue  
New Glarus, WI 53574  
Phone: 608-527-2390

<https://townofnewglarus.com/>

**Contact Information**

<b>Applicant/Owner:</b>		
Address:		
Phone (Home):	Phone (Cell):	Phone (Business):
Fax:	E-mail:	

**Project Location:**

Name or Site Description:	Type: ___Plat ___Replat ___ CSM ___ Site Plan
Comments:	Comments:

**Instructions:**

Any Land Divider or their Agent shall populate and include the information requested in Sections A through D. Sections E, F, G, and/or H should then be filled out for the specific type of land division project proposed by the Applicant. Provide this completed form with the appropriate escrow deposit to the Town Clerk.

**Note: A section for the Applicant to provide additional information or comments is provided at the end of this checklist. Please reference the checklist section and item number for the additional information provided. THIS CHECKLIST IS NOT INTENDED TO BE A COMPREHENSIVE LIST OF ALL ORDINANCE REQUIREMENTS, BUT RATHER A GUIDE COVERING THE MOST COMMON ELEMENTS OF LAND DEVELOPMENT. THE APPLICANT SHOULD CAREFULLY REVIEW THE FULL ORDINANCE TEXT BEFORE SUBMITTING DOCUMENTS FOR TOWN REVIEW.**

**Fees ([§110-10](#))**

- 1) The land divider shall pay the Town all fees as required and listed in [§ 110-10](#) of the Town Ordinances. This shall include fees equal to the cost to the Town for all applicable Engineering fees, Legal fees, Administrative fees and other fees as established by resolution of the Town Board. Said fees are described in [§ 110-10 B.](#) through [110-10 E.](#) of the Town Ordinances.
- 2) At the time of filing with the Town Clerk a preliminary plat or certified survey map, the land divider shall deposit with the Town Clerk an escrow fund amount as established by the Town Board. Specific methodology for draws against the escrow are described in [§ 110-10 F](#) of the Town Ordinances.

By signing below, the Land Divider or their Agent acknowledges they have populated this checklist to the best of their ability and agree to the payment of fees as presented in the [Fee Schedule](#) under the 'Resources' tab on the Town of New Glarus [website](#).

\_\_\_\_\_  
Signature of Land Divider or Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Town Clerk Receiving Submittal and Escrow

\_\_\_\_\_  
Date

**Key Definitions (§110.5)**

Existing Parcel – The total contiguous acreage which exists under single ownership at the time of the Land Use Plan (October 13, 1997). Certified survey maps recorded prior to October 13, 1997 are excluded from the existing parcel.

Major Subdivision – Any land division that has a potential for five (5) or more building sites.

Minor Subdivision – The division of land by the owner or land divider resulting in the creation of not more than four parcels or building sites.

Cluster Development – A form of residential development that concentrates building sites on parts of the parcel and allows 85% of the parcel to be used for open space. A cluster development shall consist of one or more cluster groups. Each cluster group shall contain a minimum of three (3) lots.

Large Lot Developments – Allow residential, commercial or industrial developments on lots that are 2.0 acres or greater and comply with Green County Zoning or Extra Territorial Zoning.

Normal Density – One building site per 35 acres of existing parcel.

Open Space – The 85% or more of the existing parcel (or 91% of the original parcel in a large lot division) that remains undeveloped or free of residential, industrial or commercial structures. Permitted uses of open space are agriculture, recreation, passive recreation use, municipal use, and preservation of environmentally sensitive features.

**Note: A section for the Applicant to provide additional information or comments is provided at the end of this checklist. Please reference the checklist section and item number for the additional information provided. THIS CHECKLIST IS NOT INTENDED TO BE A COMPREHENSIVE LIST OF ALL ORDINANCE REQUIREMENTS, BUT RATHER A GUIDE COVERING THE MOST COMMON ELEMENTS OF LAND DEVELOPMENT. THE APPLICANT SHOULD CAREFULLY REVIEW THE FULL ORDINANCE TEXT BEFORE SUBMITTING DOCUMENTS FOR TOWN REVIEW.**

A <b>Preliminary Consultation- (§110-11)</b>	<b>Yes</b>	<b>No</b>	<b>Uncertain</b>
Has Applicant completed the following:			
1) Met with the Town Plan Administrator and staff to review the contemplated land division?	_____	_____	_____
2) Provided a written notice of the land division and requested meeting dates for future meeting dates, submittal deadlines and filing requirements?	_____	_____	_____
3) Provided a location map showing the location of the proposed land division, its relation to public roads and existing community facilities?	_____	_____	_____
4) Does the Applicant own or control 120 or more acres of an existing parcel?	_____	_____	_____
5) Will the contemplated land division have the potential for five or more building sites? (Major Subdivision)	_____	_____	_____
6) Provided documentation regarding the ownership of parcels to be divided as of the date of the Town Land Use Plan, and confirmed with the Plan Administrator that the lands to be divided have the appropriate acreage and splits available for the intended division?	_____	_____	_____
7) Completed and provided <b>all</b> documents and information required on the Town “Checklist for Land Division and Subdivision Submittals” form.	_____	_____	_____

B	<b>Land Suitability- (§110-7)</b>	<b>Yes</b>	<b>No</b>	<b>Uncertain</b>
	Does this development involve:			
	1) Development in areas within 500 feet of a navigable waterway, wetland, or floodplain?	_____	_____	_____
	2) Changes in relief and drainage patterns (grading)?	_____	_____	_____
	3) A landform or topographical feature of local or regional interest?	_____	_____	_____
	4) An area having importance for wild plants and animals of community interest?	_____	_____	_____
	5) An area of soil instability--greater than 12% slope or organic soils, peats or mucks at or near the surface?	_____	_____	_____
	6) An area of bedrock within 6 feet of the surface?	_____	_____	_____
	7) An area with the groundwater table within 10 feet of the soil surface?	_____	_____	_____
	8) A drainage way for 5 or more acres of land?	_____	_____	_____
	9) Removal of any native canopy tree(s)?	_____	_____	_____

C	<b>Guidelines for Land Divisions- (§110-8)</b>	<b>Yes</b>	<b>No</b>	<b>Uncertain</b>
	Does the proposed land division and subsequent development meet the following criteria? (Confirmation of the following may require a written narrative and provision of additional maps and technical data).			
	1) Land division and standards proposed are consistent with the Town Land Use Plan (zoning and density)?	_____	_____	_____
	2) Developed property will be compatible with the character size and quality of nearby development?	_____	_____	_____
	3) Will maintain the rural character of the Town?	_____	_____	_____
	4) Protects environmentally sensitive sites?	_____	_____	_____
	5) Minimizes the disruption of groves of existing mature trees especially native canopy trees?	_____	_____	_____
	6) Depicts, and is sensitive to, historic and archaeological sites on both the parcel being developed and on sites that lie on adjoining properties?	_____	_____	_____
	7) Minimizes disruption of vistas and makes structures as inconspicuous as possible by locating building envelopes at woodland fringes, edges of open fields, and within new tree plantations where the aesthetic and visual impact of new structures will be minimized?	_____	_____	_____
	8) Provides building envelopes that meet the requirements for building setbacks from public roads, trails, and easements?	_____	_____	_____

- 9) Provides for placement of underground utilities to serve the development? \_\_\_\_\_
- 10) Provide locations, sizes and routes of proposed trail easements, parks, and other outdoor recreational facilities that are consistent with the Town Comprehensive Outdoor Recreational Facilities Plan (CORP)? *(available on-line)* \_\_\_\_\_

**D Hillside Protection- (§110-9) Yes No Uncertain**

- 1) Has Applicant provided a relief map or topographic map of the proposed development depicting slopes within the property and those that may be impacted on adjacent lands? \_\_\_\_\_
- 2) Does the proposed project involve development that will disturb areas of 20% slopes through construction of private or public roads or driveways? \_\_\_\_\_

**E Technical Requirements for Replats- (§110-15) Yes No N/A**

- 1) The land divider or person wishing to replat shall simultaneously vacate or alter the recorded plat as provided in §§ 236.40 through 236.44, Wis. Stats. The land divider or person wishing to replat shall then proceed using the procedures for preliminary and final plats contained in this chapter. \_\_\_\_\_
- 2) The Town Clerk shall schedule a public hearing before the Town Board when a preliminary plat of a replat of lands within the Town is filed and shall cause notices of the proposed replat and public hearing to be mailed to the applicant and to the owners of all properties within the limits of the exterior boundaries of the proposed replat, to all abutting property owners, and to the owners of all properties within 600 feet of the exterior boundaries of the proposed replat. \_\_\_\_\_
- 3) Where lots are more than double the minimum size required for the applicable zoning district, the Town Board may require that such lots be arranged so as to allow the re-subdivision of such parcels into normal lots in accordance with the provisions of this chapter. \_\_\_\_\_

**F Technical Requirements for Preliminary Plats- (§110-16) Yes No N/A**

Does the proposed preliminary plat show the following information? (Confirmation of the following may require a separate exhibit or map to provide clear information).

- 1) Title of the plat, location (by quarter section, township, range, county and state), date of plat, scale, and north point. \_\_\_\_\_
- 2) Names and addresses of the owner, land divider and surveyor. \_\_\_\_\_



- |     |   |       |       |       |
|-----|---|-------|-------|-------|
| 3)  | Entire area contiguous to the plat owned or controlled by the land divider even though only a portion of this land may be proposed for development.   | _____ | _____ | _____ |
| 4)  | Location of all existing physical features, utilities and property boundaries as listed in 110-16 B. (6) through (10).  | _____ | _____ | _____ |
| 5)  | Corporate limit lines within or adjacent to the plat boundary and the existing zoning on and adjacent to the subdivision.   | _____ | _____ | _____ |
| 6)  | Contours within the exterior boundaries of the plat and extending to the center line of adjacent public streets at a vertical interval of not more than two feet. Include two bench marks and reference the information to the County datum and identify all areas with a slope greater than 20%. | _____ | _____ | _____ |
| 7)  | Water elevations of all watercourses and water bodies within and 100 feet adjacent to the plat, including the 100 year high water elevation and floodplain / floodway limits, and shoreland boundaries. Identify areas where stream or lake access exists or is proposed.                         | _____ | _____ | _____ |
| 8)  | Soil types and their boundaries, and soil boring information (if available).  | _____ | _____ | _____ |
| 9)  | Location, width and names of proposed streets. Include the centerline radius of the right-of-way and all curves or cul-de-sacs proposed.  | _____ | _____ | _____ |
| 10) | Dimensions of all lots and the area in acreage or square feet including the building envelope and applicable setback dimensions.  | _____ | _____ | _____ |
| 11) | Location and dimensions of sites to be reserved or dedicated for parks, playgrounds, conservancy areas, trails, drainageways or other public uses including group housing, shopping centers, churches, or non-public uses not requiring lotting.  | _____ | _____ | _____ |
| 12) | Identification of lands to be deed restricted, dedicated or otherwise protected from development in order to meet the requirements for open space associated with a cluster development or normal density development along with calculations demonstrating the proposed plat meets the standard. | _____ | _____ | _____ |

**G Technical Requirements for Final Plats- ([§110-17](#))** **Yes**   **No**   **N/A**

Does the proposed preliminary plat show the following information? (Confirmation of the following may require a separate exhibit or map to provide clear information).

- |    |   |       |       |       |
|----|---|-------|-------|-------|
| 1) | Identification of lands to be deed restricted, dedicated or otherwise protected from development in order to meet the requirements for open space associated with a cluster development or normal density development along with calculations demonstrating the proposed plat meets the standard. | _____ | _____ | _____ |
| 2) | A final plat prepared by a registered land surveyor shall be required for all major subdivisions. It shall comply in all  | _____ | _____ | _____ |

respects with the requirements of [§ 236.20](#), Wis. Stats., and this chapter.

- |    |  |       |       |       |
|----|--|-------|-------|-------|
| 3) | Additional information. The final plat shall show correctly on its face, in addition to the information required by <a href="#">§ 236.20</a> , Wis. Stats., the following:   | _____ | _____ | _____ |
| a. | All lands reserved for future public acquisition or reserved for the common use of property owners within the plat.  | _____ | _____ | _____ |
| b. | Special restrictions required by the Town Board relating to access control along public ways or to the provision of planting strips.   | _____ | _____ | _____ |
| c. | Identification of land that is to be deed restricted, dedicated, or otherwise protected from future development.   | _____ | _____ | _____ |
| 4) | Deed restrictions. Restrictive covenants, affidavits for open space and deed restrictions for the proposed subdivision shall be filed with the final plat.   | _____ | _____ | _____ |
| 5) | Property owners' association. The legal instruments creating a property owners' association for the ownership and/or maintenance of common lands in the subdivision shall be filed with the final plat.  | _____ | _____ | _____ |
| 6) | Surveying and monumenting. All final plats shall meet all the surveying and monumenting requirements of <a href="#">§ 236.15</a> , Wis. Stats.   | _____ | _____ | _____ |
| 7) | State plane coordinate system. Where the plat is located within a quarter section, the corners of which have been relocated, monumented and coordinated by the Town, the plat shall be tied directly to one of the section or quarter corners so relocated, monumented, and coordinated. The exact grid bearing and distance of such tie shall be determined by field measurements, and the material and Wisconsin state plane coordinates of the monument marking the relocated section or quarter corner to which the plat is tied shall be indicated on the plat. All distances and bearings shall be referenced to the Wisconsin Coordinate System, South Zone, and adjusted to the Town's control survey. | _____ | _____ | _____ |
| 8) | Certificates. All final plats shall provide all the certificates required by <a href="#">§ 236.21</a> , Wis. Stats., and in addition the surveyor shall certify that he has fully complied with all the provisions of this chapter.  | _____ | _____ | _____ |

**H CSM Procedure and Requirements ([§110-18](#)).** **Yes**   **No**   **N/A**

- |                                     |   |       |       |       |
|-------------------------------------|---|-------|-------|-------|
| Has Applicant submitted a CSM that: |   | _____ | _____ | _____ |
| 1)                                  | Is prepared in accordance with <a href="#">§236.34</a> , Wis. Stats?  | _____ | _____ | _____ |
| 2)                                  | Depicts all existing buildings, watercourses, drainage ditches and other features pertinent to proper division? | _____ | _____ | _____ |
| 3)                                  | Identifies all lands reserved for future public acquisition?  | _____ | _____ | _____ |

- 4) Includes a graphic scale, north arrow, address of the owner, land divider, and surveyor, list the square footage of each lot created, identify the present and proposed zoning, and depict land areas with slopes of 20% or more within building envelopes or road construction sites? \_\_\_\_\_
  - 5) Certifies the surveyor has fully complied with all the provisions of [Chapter 110](#)? \_\_\_\_\_
- Has Applicant provided the following supplemental data for review:
- 6) Deed restrictions or covenants identifying land dedications and easements which the land divider intends to make, and the rules for proposed property owners' associations charged with the maintenance and organization of said lands? \_\_\_\_\_
  - 7) A statement of proposed use of the lots and any contemplated changes to the current parcel zoning? \_\_\_\_\_
  - 8) An Area Plan depicting adjacent land divisions within the last 5 years and, as appropriate, concept plans for development of adjacent lands under the control of the land divider? \_\_\_\_\_
  - 9) Street plan and profile drawings? \_\_\_\_\_
  - 10) Exhibits and computations defining how the proposed land division will comply with the Open Space requirements of [Chapter 110](#)? \_\_\_\_\_
  - 11) Other exhibits, plans, calculations or reports needed to confirm the land division meets the requirements within Articles [VI](#), [VII](#) and [VIII](#) of [Chapter 110](#)? \_\_\_\_\_

**I Supporting Material.**

Please attach any additional materials you feel may be pertinent to the proposed land division.

**J Comments.**

Add comments on any of the above items.

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## TITLE 3 – COUNTY PROPERTIES

### 3-6-5-1 HIGHWAY ACCESS

#### 3-6-5-1 GENERAL PROVISIONS

- A. Title. This Section shall be referred to as the Green County Highway Access Ordinance.
- B. Appointment. The County Highway Commissioner shall be appointed to administer this Ordinance and shall have the power to ensure compliance with the intent and purpose of this Section by any means possible under law. The Corporation Counsel shall represent the County in all actions brought pursuant to this Section and shall have prosecutorial discretion in any and all such cases.
- C. Purpose. The purpose of this Section is to promote the public safety, welfare and convenience by easing congestion on public highways through a system of standards and regulations for limiting access to public highways.
- D. Interpretation. The provisions of this Section shall be interpreted to be the minimum requirements for highway access and shall be broadly and liberally construed in favor of the

County and shall not be deemed a limitation or repeal of any power granted by the Wisconsin Statutes, the Administrative Code regulations, or any Town or County Ordinance which is equal to or more stringent than the standards set forth herein.

Any new proposed entrance, or the construction, modification including paving, or change in use of an existing highway access which has not yet been subject to a prior permit review, shall require an entrance permit in writing from the office of the Green County Highway Commissioner before any work can be started.

- E. Definitions.

Access Driveway; Highway Access; or Entrance: For purposes of this Section, an access driveway; highway access; and entrance shall be defined as a private driveway, road, field road, or other traveled way giving access to a public highway within the highway right-of-way to adjacent lands.

Class 1 Highway: All federal or state highways are hereby designated as Class 1 Highways.

Class 2 Highway: All County Trunk Highways not designated as a Class 1 Highway are hereby designated as a Class 2 Highway.

Class 3 Highway: All town roads, streets and highways not included in the above classifications are hereby designated as a Class 3 Highway.

- F. Miscellaneous.

- (1) Severability. Each section, paragraph, sentence, clause, word and provision of this Section is severable and if any provision shall be held unconstitutional or invalid for any reason, such decision shall not affect the remainder of the Ordinance nor any part thereof other than that affected by such decision.

- (2) Repeal. All other ordinances or parts of ordinances of the County inconsistent with or conflicting with this Section to the extent of the inconsistency only, are hereby repealed. (Ord. 00-0103)

### **3-6-5-2AUTHORITY**

This Section is adopted pursuant to the authority granted by §59.03(1) and §86.07(2), Wis. Stats. (Ord. 00-0103)

### **3-6-5-3JURISDICTION**

The jurisdiction of this Section shall include all lands abutting to all Class 2 highways, within the County of Green, but shall not extend into the corporate limits of any municipality.

This section shall also apply to those class 3 highways in those townships which have granted the County authority to enforce these regulations on said highways. (Ord. 00-0103)

### **3-6-5-4HIGHWAY ACCESS REQUIREMENTS**

#### **A. Class 1 Highways.**

- (1) Access Driveways. There shall be no direct access to Class 1 Highways except as authorized by the Wisconsin Department of Transportation.

#### **B. Class 2 Highways.**

- (1) Access Driveways. A minimum distance of 500 feet shall be required between access driveways along the same side of a Class 2 Highway. Adjoining driveways for no more than two residences are permitted to accomplish the same result. The minimum distance access driveways may be located to the center line of an intersection on said highway is 250 feet.
- (2) Prior to the construction of a driveway access on a Class 2 Highway, the County Highway Department must give approval and provide for in 3-6-5-7 of this Title.

#### **C. Class 3 Highways.**

- (1) Access Driveways. There shall be no minimum distance for driveway access along Class 3 Highways. The minimum distance access driveways may be located to the center line of an intersection on said highway is 125 feet.
- (2) Prior to the construction of a driveway access on those Class 3 Highways, subject to County approval, the County Highway Department must give approval as provided for in 3-6-5-7 of this Title. (Ord. 00-0103)

### **3-6-5-5STRUCTURES PERMITTED WITHIN SETBACK LINES**

Setbacks shall be determined as provided in Section 4-3-5-1 of the Green County Code. (Ord. 00-0103)

### **3-6-5-6: ADDITIONAL REQUIREMENTS**

- A. Railroad Grade Crossing: At grade intersections of all highways with railroads there shall be vision clearance triangles in each sector of such intersections. Each such vision clearance triangle shall be established by a supplementary setback line which shall be a straight line connecting points located on the setback line along the highway and the railroad right-of-way and 100 feet back from the intersections of such highway setback lines and the railroad right-of-way.
- B. Widths. The maximum and minimum width of access driveways to highways and service roads at the right-of-way side shall be as follows:
1. Commercial and industrial land use driveways: a maximum of 40 feet width and a minimum of 24 feet is required.
  2. Residential, including residences with common drives: a maximum of 24 feet width and a minimum of 10 feet is required.

For the purposes of this Section, a residential highway access or entrance or any such access shall be one which serves no more than three residential units. Any highway access serving more than three residential homes or residential units shall be considered a road access and comply with those requirements.

3. Agriculture access drives, including field drives: a maximum of 40 feet width and a minimum of 20 feet is required.
  4. Road access including access road intersections: A maximum width of 40 feet and a minimum of 24 feet is required.
  5. If an increase is needed in the maximum width of any of the aforementioned highway accesses, an increase may be approved by the Green County Highway Commissioner.
- C. Entrance Construction
1. Highway access entrances shall have a culvert at the ditch line where the entrance meets the County Highway, unless waived by the office of the Green County Highway Commissioner. The culvert size shall be designated by the office of the Green County Highway Commissioner and shall have end walls at the inlet and outlet. Retaining walls will not be allowed.
  2. The entrance shall slope away from the traveled edge of the roadway at a slope of two percent (2%) to the horizontal line of the ditch line at the finished surface of the drive and a maximum of five percent (5%) from the same ditch line to the finish line of the driveway at the right-of-way line to prevent water and debris from washing into the County Highway.
  3. The entrance side banks shall be graded at a maximum of 4:1 (four (4) feet horizontal to one (1) foot vertical).
  4. The entrance off of the County Highway on a horizontal line shall be no more than one hundred ten (110) degrees or no less than seventy (70) degrees.

5. The entire entrance within the right-of-way shall have a minimum of six (6) inches of three-quarters (3/4) inch crushed rock over the entire width.
6. Radii at the outside edge of the roadway or finished shoulder to be as determined by the Highway Commissioner or his/her designee. (Ord. 00-0103)

### **3-6-5-7 HIGHWAY ACCESS PERMIT AND SETBACK APPROVAL PROCEDURE**

- A. Highway access permit required. Whenever it is desired to construct a highway access, or when there is a change in use of a highway access, on a Class 2 or 3 Highway as defined by this Section, a permit must be obtained by the Green County Highway Department.

Approval from the office of the Green County Highway Commissioner will not be granted until all signatures have been obtained on the permit form including signatures of town officials where appropriate.

- B. Requirements: In order to obtain a permit, the following requirements must be fulfilled in the following class of highways:

1. Class 1 Highways: There shall be no direct access to Class 1 Highways except by the Department of Transportation.
2. Class 2 Highways: A minimum distance of 500 feet shall be required between Highway access driveways while on the same side of a Class 2 Highway. The minimum distance access driveways may be located to the center line of an intersection is 250 feet. Where there are two to three lots of less than 500 feet of total frontage on a Class 2 Highway, a service road of not less than 22 feet of right-of-way may be provided unless a temporary access permit has been granted with the approval of the agency having jurisdiction over the highway.
3. Class 3 Highways. There shall be no minimum distance for driveway access along Class 3 Highways. The minimum distance access driveways may be located to the center line of an intersection highway is 125 feet.

- C. Access Permit. Class 2 and Class 3 for those Townships adopting these provisions. Highway access permits can be applied for at the office of the Green County Highway Commissioner. Each permit application shall be submitted on forms as provided by the Green County Highway Commissioner's office.

A non-refundable Application Permit Fee for the construction or reconstruction of an entrance or department upon a Green County Trunk Highway shall be established by the Highway Committee. A schedule of the fees established shall be available for review in the Highway Department. (Ord. 13-0601, 6/11/2013)

Those Townships wishing to adopt these provisions shall do so either by Ordinance or Resolution and forward a copy of same to the Green County Highway Commissioner. A copy of those resolutions shall be made available to the public at the Highway Commissioner's office.

When facilities subject to this Chapter require a highway access permit to be issued by the Highway Commissioner, the Highway Commissioner shall, before issuing the permit, investigate or cause to be investigated whether any such driveway will comply with the requirements of Sub (B) of this Section and will not present a danger to public safety.



1. Upon a determination that the requirements of Sub (B) above, have been met and that no undue danger to public safety would be caused by the placement of a driveway access, the Highway Commissioner shall issue the permit.
2. All construction of the highway access must be completed within six (6) months of the issuance of the permit. If construction is not completed within this time frame, an extension permit will be required together with additional permit fee. Failure to comply with this requirement may result in a removal of the highway access entrance at the expense of the property owner.

D. Review of Denial of Permit.

1. If the County Highway Commissioner denies a request for a permit under this Section the Highway Committee shall, upon written request by the applicant within 30 days after the denial, review the decision of the Highway Commissioner.
2. After review, the Highway Committee may reverse, confirm or modify the decision of the Highway Commissioner. In so modifying, the Highway Committee in reviewing the decision of the Highway Commissioner, may deviate from the strict terms of the Highway Access Requirements found under Sub (B) of this Section when public safety would be jeopardized by the placement of a highway access as required, or such required placement would impose an undue hardship upon the landowner due to the lay of the land or the existence of other access driveways by other landowners which prevent the placement. The modification shall specify in writing the reasons for the modification, the exact amount of modification allowed by specifying permissible placement of the highway access, and the length of time the access shall be allowed (whether temporary or permanent).
3. If the Highway Committee confirms or modifies the decision of the Highway Commissioner, the Highway Committee shall notify the applicant of the action and the grounds for the action and shall also notify the applicant of a right to request review before Circuit Court.