

**TOWN OF NEW GLARUS**  
**REGULAR TOWN BOARD MEETING**  
**FEBRUARY 14, 2024, FOLLOWING THE ADJOURNMENT OF THE THIRD PUBLIC HEARING**  
**AGENDA**

NOTICE IS HEREBY GIVEN that Town of New Glarus Board, County of Green, will conduct a meeting for the transaction of business as is by law required permitted at such meeting as follows:

LOCATION: 26 5<sup>th</sup> Avenue, Town Hall Community Room or virtually

VIRTUALLY: <https://us06web.zoom.us/j/87860792292?pwd=fRKC7Uu7ageDhbMYUTtJogbjBt3Gex.1>

Meeting ID: 878 6079 2292

Passcode: 854693

Phone: 1 312 626 6799

Any specific subject on the agenda for consideration by the Board may be acted upon by the Board.

1. Call to Order and Confirm Proof of Posting
2. Approve Minutes
  - a) Regular Town Board meeting on January 10, 2024
  - b) Ad Hoc Subcommittee meeting on January 18, 2024
  - c) Ad Hoc Subcommittee meeting on January 19, 2024
  - d) Special Town Board meeting on January 24, 2024
3. Public Comments
4. Review and Consider Approval, Conditional Approval, or Denial of Preliminary Plat to Record Land Division Proposed by Robert Talarczyk for Property along Elmer Road and Airport Road
5. Review and Approve Resolutions to Transfer Newly Collected Impact Fees to General Fund
  - a) Resolution 240214-01 for Public Library
  - b) Resolution 240214-02 for Community Park Improvements
  - c) Resolution 240214-03 for Trails (Option #2)
  - d) Resolution 240214-04 for Community Park Land Acquisition
  - e) Resolution 240214-05 for Highways/Transportation Facility
6. Consider and Possibly Approve the Amendment to Chapter 80 Impact Fees by Ordinance 2024-01
7. Report from Ad Hoc Restoration Subcommittee with Possible Action to Consider a Restoration Approach for Town Park Land Near STH 39
8. Consider and Possibly Approve the Amendment to Addendum A of Chapter 55 Fees by Ordinance 2024-02
9. Discuss and Schedule Annual Town Meeting of the Electorate (normally on the third Tuesday of April)
10. Patrolperson Report
11. Clerk-Treasurer Report
  - a) Update on Spring Primary and annual audit preparations
  - b) Update on Green County Landfill Amended Agreement
  - c) Approval and payment of bills
12. Chair Report
13. Parks Commission – January 17, 2023 regular minutes
14. Plan Commission – January 17, 2024 meeting was cancelled
15. Adjourn

Posted 2.05.2024

New Glarus Town Hall  
New Glarus Public Works Building  
New Glarus Post Office  
<https://townofnewglarus.com/>

Chris Narveson, Chair

John Wright, Clerk-Treasurer

**REGULAR TOWN BOARD MEETING  
WEDNESDAY, JANUARY 10, 2024  
MINUTES**

**Town Board Attending:** Chris Narveson (Chair), Matt Streiff, Robert Elkins, and Troy Pauli

**Board Members Absent:** Jim Hoesly

**Also Attending:** Amy Trumble (arrived at 6:04 PM and departed at 7:27 PM): New Glarus Public Library Director; Scott Jelle (departed at 6:49 PM): contract building inspector for Town of New Glarus; Mark Pernitz: Town Park Commissioner (departed at 7:39 PM); Tim Schleeper (departed at 6:49 PM): contract Planner with Vierbicher; and John Wright: Town of New Glarus Clerk-Treasurer

1. **Call to Order and Announcement of Intention to Convene into Closed Session per §19.85(1)(c)** – Chair Narveson called the meeting to order at 6:00 PM and announced that the Board will convene into closed session prior to adjournment.
2. **Confirm Proof of Posting** -- Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Minutes from Special Town Meeting on December 28, 2023** – Supervisor Streiff noted that the library director's last name is misspelled in two locations and should be corrected. A motion to approve the December 28, 2023 special meeting minutes, as corrected, was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 4-0.
4. **Public Comments** – None.
5. **Review Proposed Changes to Addendum A of Chapter 55 Fees to be Presented at February 14, 2024 Public Hearing**
  - a) Impact fees – Clerk-Treasurer Wright stated that the proposed changes to the amount and categories of impact fees had previously been presented. Those proposed changes are included in the packet materials.
  - b) Land development fees – Contract planner for the Town, Tim Schleeper, noted that the number of lots constituting a major and minor subdivision need to be updated to reflect past amendments to Chapter 110 [note: this change was submitted to General Code on March 8, 2023, but was not incorporated]. Schleeper recommended striking an escrow fee for Certified Survey Map (CSM) reviews entirely. He noted that the amount escrowed is determined by the number of lots that are proposed, making the recording mechanism (plat or CSM) irrelevant. There followed a brief discussion as to whether 1 or 2 lot CSMs should require a base fee.  
A motion to accept the proposed changes to Addendum A of Chapter 55 for presentation during the impact fee public hearing and regular Town Board meeting to follow on February 14, 2024, was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0.
  - c) Building permit fees – Scott Jelle introduced the fee schedule that he employs for other municipalities. Not all rates would increase, if approved: e.g., remodeling costs would decrease. Jelle noted that his other clients opt for a 90/10 split of fee collection. If the Town prefers, however, he can continue to bill for his hourly rate to inspect, for mileage, and for an hourly rate to review plans. There followed a brief discussion about permitting swimming pools (inground, versus above ground). Jelle responded that the State is interested in issuing permits for pools that require grounding and bonding. If the Town has Total Inspections bill for hours and mileage, then the rate will increase from \$65 per hour to \$75 per hour and mileage would increase from \$0.625 per mile to \$0.670 per mile.  
A motion to approve the proposed changes for building inspection costs within Addendum A of Chapter 55 was made by Supervisor Pauli with permission for Jelle and Wright to coordinate how best to incorporate those changes; seconded by Supervisor Elkins. Motion carried 4-0.  
There followed a brief discussion about changes to Chapter 36 Driveways, particularly permitting agricultural access. Jelle noted that the State considers farm buildings to be commercial, but only requires that electrical be inspected. Clerk-Treasurer Wright reported that he spoke with Etta Strey at the Wisconsin Department of Safety and Professional Services about agricultural structures. She noted that municipalities may choose to inspect construction, plumbing, etc. even if the State does not require that. Wright read aloud from SPS §361.02(3)(e) which excepts the inspection of buildings used exclusively for farming purposes under a narrow set of circumstances. Jelle noted that many applicants state a detached pole building will be used for agricultural purposes, but many are not used for this purpose, once

constructed. In some cases, this may violate the restriction of residential accessory buildings in deed-restricted open space. Without objection, the Board will review this further at their regular March meeting.

6. **Review Proposal from Green County Landfill and Solid Waste Management Board Regarding Increases with Possible Action** – Clerk-Treasurer Wright introduced the multiple documents he received from the Green County Solid Waste Management Board. The materials include a proposal for member municipalities to pay a proportionate share of 15% of operating costs on a monthly basis. Data from 2022 and 2023 was reviewed by the Board. Wright reported that he received a verbal response from Todd Bollenbach, Municipal Accounting Executive with Pellitteri Waste Systems, that the proposal from Green County would not affect the current contract rate between the Town of New Glarus and Pellitteri.

A motion to authorize the Town Chair to sign the Agreement for Utilization of the Green County Solid Waste Transfer Station was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 4-0.

7. **Review and Possibly Approve Proposal from Johnson Block for the 2023 Financial Audit in 2024** – Wright stated that the contract rate is a \$900 increase over the amount approved for the prior year contract. Chair Narveson felt that the services provided are a great value. Supervisor Streiff encouraged the solicitation of bids for this service in the future as an act of due diligence.

A motion to approve the 2023 financial audit proposal from Johnson Block, not to exceed \$12,000, as well as completion of Form CT with the Wisconsin Department of Revenue, for \$1,000, was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 4-0.

8. **Review 2024 Meeting Calendar and Offer Corrections, if Any Required** – Wright stated that he posted the calendar in the packet to the Town website, as instructed by the Board at the December 28, 2023 special meeting. Wright noted that the February and August Plan Commission meeting dates on the posted calendar is on the fourth Thursday rather than the third Thursday. There will not be a Spring Primary on February 20, 2024. Wright recommends for the Board to authorize for him to make these changes and post the updated calendar to the Town website.

A motion to approve the 2024 meeting calendar, as corrected, was made by Supervisor Elkins; seconded by Supervisor Pauli. Motion carried 4-0.

9. **Patrolman Report** – Chair Narveson proposed a newsletter to residents and asked the supervisors whether it was sufficient notification for planned tree trimming and brush removal along Farmers Grove Road, Olstad Lane, Disch Road, Marty Road, Zentner Road, and Marty Lane. Narveson stated that Green County Highway is willing to do two weeks' worth of work for the single week rate of \$10,000. Narveson noted that \$10,000 was included in the 2023 budget for this purpose, but was not used. There followed a brief discussion regarding what would be trimmed and what would be removed.

A motion to approve \$10,000 for brushing and tree removal within Town road rights-of-way to be performed by Green County Highway Department was made by Supervisor Elkins; seconded by Supervisor Streiff. Motion carried 4-0.

10. **Clerk-Treasurer Report**

- a) Approval and payment of bills – Clerk-Treasurer Wright noted that checks 500 to 514 were approved at the December 28, 2023 special Town meeting. There were no questions about the proposed payments by check, ACH, or transfers. Motion to approve 2023 checks 21412 through 21418, and checks 21419 through 21444 for 2024, deposits, and ACH transactions was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0.
- b) Property tax collection by Green County Treasurer – Clerk-Treasurer Wright that a total of \$2,036,508.68 has been collected to date. Checks to the two school districts, two technical colleges, and Green County for the January Settlement were approved in the prior agenda item.
- c) Presentation of 14 remaining impact fee refunds for the Joint Pool House Project – as required by Statute, the principal amount, plus interest, was calculated for the fourteen reimbursements. Without objection, the Clerk-Treasurer will transfer \$4,208.52 to the general fund to cover these refunds by check. This will leave a small account balance in the Impact Fee bank account so that new collected fees can be deposited without fear of comingling funds if and when the ordinance amendment and updated fee is approved, following a duly posted and published public hearing.

11. **Chairperson Report**

- a) Update about letter to property owners paying one fee for multiple homes on the same parcel for trash/recycling collection – The Town Chair and Clerk-Treasurer have yet to coordinate on this topic. Without objection, it will be added to a future agenda when completed.
- b) Continued discussion about mailed newsletters – Without objection, the draft newsletter, as prepared by the Town Chair, was approved for mailing.

**12. Park Commission**

- a) October 18, 2023 minutes – The approved minutes were included in the packet.
- b) December 20, 2023 minutes – The draft minutes were included in the packet.
- c) January 4, 2024 special meeting minutes – a draft was included in the packet. A brief update was provided about a proposed, phased plan to convert land currently farmed into a restored prairie. Near to the Legler School Branch, native switchgrass will be planted this year in coordination with Elliot Buol who is planting and harvesting the arable portions of the land. Approximately 10 acres will be converted each year to native prairie. The ad-hoc Restoration Committee will propose a more detailed plan to the Board at the February meeting. There followed a brief discussion about non-native trees within ravines.

**13. Plan Commission**

- a) December 21, 2023 minutes – The draft minutes were available for Board review.
- b) Public Hearing for Talarczyk land division by large lot, February 14, 2024 – Deputy Clerk-Treasurer Wright is working on the notice to be posted, published, and mailed to adjacent landowners. The property is within the Village of New Glarus extraterritorial plat review authority.

**14. Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility**

Motion to convene into closed session was made by Supervisor Elkins; seconded by Supervisor Pauli. Roll call: Elkins: aye; Streiff: aye; Pauli: aye; and Narveson: aye. Motion carried at 7:39 PM.

**15. Return to Open Session – Motion to return to open session was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0 at 8:00 PM.**

**16. Action in Closed Session – Applications for the Deputy Clerk-Treasurer position were reviewed and those chosen for interviews will be scheduled and contacted by Town Chair Narveson.**

**17. Adjourn – Motion to adjourn made by Supervisor Streiff; second by Supervisor Pauli. Meeting adjourned at 8:02 PM.**

Approved:

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Prepared by John Wright, Clerk-Treasurer

**AD-HOC SUBCOMMITTEE OF THE TOWN BOARD MEETING  
TO INTERVIEW DEPUTY CLERK-TREASURER CANDIDATES  
THURSDAY, JANUARY 18, 2024  
MINUTES**

**Subcommittee Members of Town Board Attending:** Chris Narveson (Chair), Robert Elkins, and Troy Pauli (arrived at 10:48 AM)

**Also Attending:** John Wright (departed at 2:40 PM): Clerk-Treasurer

1. **Call to Order and Announcement of Intention to Convene into Closed Session per §19.85(1)(c)** – Chair Narveson called the meeting to order at 6:00 PM and announced that the Board will convene into closed session prior to adjournment.
2. **Confirm Proof of Posting** -- Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility**  
Motion to convene into closed session was made by Supervisor Elkins; seconded by Supervisor Pauli. Roll call: Elkins: aye; Pauli:aye; and Narveson: aye. Motion carried at 10:15 AM.
4. **Return to Open Session** – Motion to return to open session was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 3-0 at 4:00 PM.
5. **Action in Closed Session** – The subcommittee interviewed four candidates for the Deputy Clerk-Treasurer position, but did not take any action. Another interview is scheduled for January 19, 2024 at 3:30 PM.
6. **Adjourn** – Motion to adjourn made by Supervisor Elkins; second by Supervisor Pauli. Meeting adjourned at 4:02 PM.

Approved:

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Prepared by John Wright, Clerk-Treasurer

**AD-HOC SUBCOMMITTEE OF THE TOWN BOARD MEETING  
TO INTERVIEW DEPUTY CLERK-TREASURER CANDIDATES  
FRIDAY, JANUARY 19, 2024  
MINUTES**

**Subcommittee Members of Town Board Attending:** Chris Narveson (Chair), Robert Elkins, and Troy Pauli

**Also Attending:** John Wright: Clerk Treasurer

1. **Call to Order and Announcement of Intention to Convene into Closed Session per §19.85(1)(c)** – Chair Narveson called the meeting to order at 3:30 PM and announced that the Board will convene into closed session prior to adjournment.
2. **Confirm Proof of Posting** -- Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility**  
Motion to convene into closed session was made by Supervisor Pauli; seconded by Supervisor Elkins. Roll call: Elkins: aye; Pauli: aye; and Narveson: aye. Motion carried at 3:30 PM.
4. **Return to Open Session** – Motion to return to open session was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 3-0 at 4:05 PM.
5. **Action in Closed Session** – The subcommittee interviewed one candidate for the Deputy Clerk-Treasurer position, but did not take any action. Follow-up interviews may be scheduled the following week for the top two or three applicants.
6. **Adjourn** – Motion to adjourn made by Supervisor Pauli; second by Supervisor Elkins. Meeting adjourned at 4:20 PM.

Approved:

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Prepared by John Wright, Clerk-Treasurer

Town of New Glarus  
SPECIAL TOWN BOARD MEETING  
WEDNESDAY, JANUARY 24, 2024  
MINUTES

**Town Board Attending:** Chris Narveson (Chair), Robert Elkins, Jim Hoesly, Troy Pauli, and Matt Streiff (joined virtually by phone at 4:15 PM and departed at 4:49 PM)

**Board Members Absent:** None

**Also Attending:** Ronald Roesslein (departed at 4:27 PM): Road Patrolperson and John Wright: Clerk Treasurer

1. **Call to Order and Announcement of Intention to Convene into Closed Session per §19.85(1)(e) and per §19.85(1)(c)** – Chair Narveson called the meeting to order at 3:49 PM and announced that the Board will convene into closed session, twice, prior to adjournment.
2. **Confirm Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Review Draft Annual Newsletter with Possible Action** – The original, unformatted draft was presented at the regular Town Board meeting held on January 10, 2024. The revised draft is an illustrated, two-sided, two page newsletter, in four colors. There was brief review of a short list of recommended revisions that will be incorporated. Clerk-Treasurer Wright supplied Park Commissioner Jason Neton with an updated mailing list last year. Wright supplied Neton with the current occupants for letters returned after a fall 2023 mailing from the Town Park Commission. If those changes were incorporated, then the Town could use this spreadsheet to address the newsletter from the Town Chair. The approximate cost to mail to all homes on the list is approximately \$600 for a 2-sided, full color, tabbed, tri-fold mailer. The cost of a 2-page, full color mailing in an envelope is not known at this time.
4. **Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(e) to Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting other Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session**  
Motion to convene into closed session was made by Supervisor Hoesly; seconded by Supervisor Elkins. Roll call: Hoesly: aye; Elkins: aye; Pauli: aye; and Narveson: aye. Motion carried at 4:00 PM.
5. **Return to Open Session** – Motion to return to open session was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 4-0 at 4:09 PM.
6. **Action in Closed Session** – There was no action taken during closed session.
7. **Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility**  
Motion to convene into closed session was made by Supervisor Elkins; seconded by Supervisor Pauli. Roll call: Hoesly: aye; Elkins: aye; Pauli: aye; and Narveson: aye. Motion carried at 4:10 PM.
8. **Return to Open Session** – Motion to return to open session was made by Supervisor Elkins; seconded by Supervisor Hoesly. Motion carried 5-0 at 4:49 PM.
9. **Action in Closed Session** – Without objection, Chair Narveson will contact the top two candidates for the Deputy Clerk-Treasurer position and extend an offer to each, with some ability to negotiate the terms, within reason.
10. **Adjourn** – Motion to adjourn made by Supervisor Hoesly; second by Supervisor Pauli. Meeting adjourned at 4:50 PM.

Approved:

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Prepared by John Wright, Clerk-Treasurer

# TALARCZYKS' PRELIMINARY PLAT

Part of the Northeast, Northwest, Southwest and Southeast 1/4s of the Northeast 1/4, and the Northeast and Southeast 1/4s of the Northwest 1/4 of Section 24, Town 4 North, Range 7 East, Town of New Glarus, and the Southwest 1/4 of the Northwest 1/4, and the Northwest 1/4 of the Southwest 1/4 of Section 19, Town 4 North, Range 8 East, Town of Exeter, Green County, Wisconsin.



**DESCRIPTION**  
Part of the Northeast, Northwest, Southwest and Southeast 1/4s of the Northeast 1/4, and the Northeast and Southeast 1/4s of the Northwest 1/4 of Section 24, Town 4 North, Range 7 East, Town of New Glarus, and the Southwest 1/4 of the Northwest 1/4, and the Northwest 1/4 of the Southwest 1/4 of Section 19, Town 4 North, Range 8 East, Town of Exeter, Green County, Wisconsin, bounded and described as follows:

Beginning at the North 1/4 corner of said Section 24; thence S86°34'54"E along the North line of Section 24, 1515.00' to a meander corner located 21' from the right bank of Ward Creek; thence S05°26'17"E along a meander line, 453.60' to a meander corner located 21' from the right bank of Ward Creek; thence S43°09'53"E along said meander line, 194.05' to a meander corner located 21' from said bank; thence S18°53'26"W along said meander line, 216.12' to a meander corner located 21' from said bank; thence S18°33'17"E along said meander line, 596.74' to a meander corner located 21' from said bank; thence S33°09'54"E along said meander line, 605.63' to a meander corner located 21' from said bank; thence S12°52'43"W along said meander line, 210.08' to a meander corner located 21' from said bank; thence S19°02'14"E along said meander line, 248.09' to a meander corner located 21' from said bank; thence S41°38'18"E along said meander line, 252.39' to a meander corner located 21' from said bank; thence S73°23'04"E along said meander line, 347.56' to a meander corner located 21' from said bank; thence N40°03'07"E along said meander line, 66.28' to a meander corner on the East line of Section 24 located 21' from said bank; thence S00°15'44"W along the East line of Section 24, 55.54'; thence S89°44'16"E, 20.00'; thence S00°15'44"W, 627.32'; thence N89°44'16"W, 20.00' to the East line of Section 24; thence N07°15'44"E, 581.23' to the East 1/4 corner of Section 24; thence N88°11'59"W, 2705.32' to the center of Section 24; thence N87°09'10"W, 1352.56' to the Southwest corner of the East 1/2 of the Northwest 1/4 of Section 24; thence N00°07'43"W, 2667.07' to the Northwest corner of the East 1/2 of the Northwest 1/4 of Section 24; thence S86°35'11"E, 1347.60' to the point of beginning; plus all lands lying between the meander line herein described and the center of Ward Creek; subject to public road rights of way for Kubly Road and Airport Road and to any and all easements of record.

Parcel contains 199.58 acres (3,693,616 sq. ft.), more or less, including land between the meander line and the center of Ward Creek.

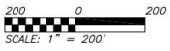
- LEGEND:**
- Concrete monument with brass cap found
  - Cast aluminum monument found
  - Cast aluminum monument with brass cap found
  - 7/8" x 24" solid round iron rod set
  - 3/4" x 24" solid round iron rod found
  - 1-1/4" x 24" solid round iron rod set, weighing 4.30 lbs per lineal foot
  - Well
  - Septic cover
  - Septic vent
  - Utility pole
  - Lot line
  - Centerline
  - Public road right of way line
  - Platted lot
  - Utility Easement

**①① CURVE DATA**  
R = 246.00'  
A = 43.12'  
IA = 10°02'34"  
C = 43.06'  
CH. BRG. = S27°56'09"W  
TAN. BRG. IN = S32°57'25"W  
TAN. BRG. OUT = S22°54'51"W

**②② CURVE DATA**  
R = 246.00'  
A = 43.12'  
IA = 10°02'34"  
C = 43.06'  
CH. BRG. = S27°56'09"W  
TAN. BRG. IN = S32°57'25"W  
TAN. BRG. OUT = S22°54'51"W

②② N00°15'44"E, 44.64'  
②② S05°26'17"E, 21.13'

**NOTES:**  
1.) Bearings are referenced to the Wisconsin County Coordinate System, Green County Zone, NAD83 (2011), in which the North line of the Northeast 1/4 of Section 24 bears S86°34'54"E.  
2.) Meander line monuments are located 21' from the bank of Ward Creek.



I hereby certify that this survey complies with Chapter A-E 7 of the Wisconsin Administrative Code, that I have surveyed, monumented, and mapped the lands described herein, and that this map is a correct representation thereof in accordance with the information provided.

October 31, 2023



*Robert A. Talarczyk*  
Robert A. Talarczyk, P.L.S.

PREPARED FOR  
Karen Talarczyk, Et Al.  
85105 Kubly Road  
New Glarus, WI 53574  
(608) 527-2988

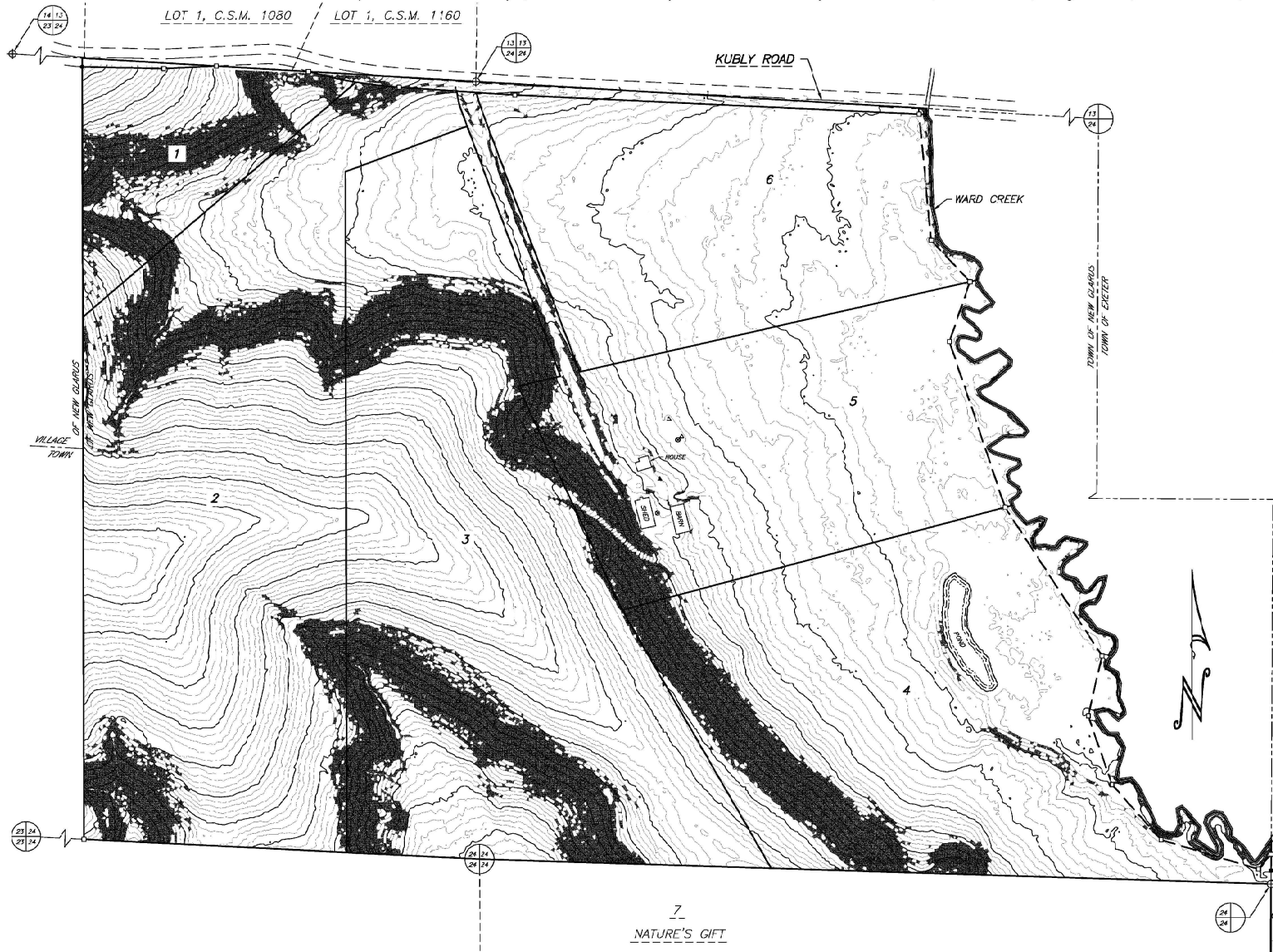
JOB NO. 23166  
POINTS 23166  
DRWG. 23166\_1  
DRAWN BY JMB

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



# TALARCZYKS' PRELIMINARY PLAT

Part of the Northeast, Northwest, Southwest and Southeast 1/4s of the Northeast 1/4, and the Northeast and Southeast 1/4s of the Northwest 1/4 of Section 24, Town 4 North, Range 7 East, Town of New Glarus, and the Southwest 1/4 of the Northwest 1/4, and the Northwest 1/4 of the Southwest 1/4 of Section 19, Town 4 North, Range 8 East, Town of Exeter, Green County, Wisconsin.



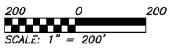
- LEGEND:**
- Concrete monument with brass cap found
  - Cast aluminum ironment found
  - Cast aluminum ironment with brass cap found
  - 7/8" x 24" solid round iron rod set
  - 3/4" solid round iron rod found
  - 1-1/4" x 24" solid round iron rod set, weighing 4.30 lbs per lineal foot
  - Well
  - Septic cover
  - Septic vent
  - Lot line
  - Centerline
  - Public road right of way line
  - Platted lot

- LEGEND:**
- Slopes of 20% or greater

**NOTES:**  
1.) Elevations are NAVD 88 (GEOID12A) and are shown in feet. Contour interval is 2 feet.

WISCONSIN  
ROBERT A. TALARCZYK  
S-2222  
NEW GLARUS, WI  
LAND SURVEYOR  
*Robert A. Talarczyk*  
October 31, 2023

7  
NATURE'S GIFT



PREPARED FOR  
Karen Talarczyk, Et Al  
46106 Kubly Road  
New Glarus, WI 53574  
(608) 527-2989

JOB NO. 23166  
POINTS 23166  
DRWG. 23166-T  
DRAWN BY JME

SHEET 2 OF 3

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

# TALARCZYKS' PRELIMINARY PLAT

Part of the Northeast, Northwest, Southwest and Southeast 1/4s of the Northeast 1/4, and the Northeast and Southeast 1/4s of the Northwest 1/4 of Section 24, Town 4 North, Range 7 East, Town of New Glarus, and the Southwest 1/4 of the Northwest 1/4, and the Northwest 1/4 of the Southwest 1/4 of Section 19, Town 4 North, Range 8 East, Town of Exeter, Green County, Wisconsin.



WISCONSIN  
 ROBERT A. TALARCZYK  
 5-2023  
 NEW GLARUS, WI  
 LAND SURVEYOR  
*Robert A. Talarczyk*  
 October 31, 2023

PREPARED FOR  
 Karen Talarczyk, Et Al.  
 W2105 Kubly Road  
 New Glarus, WI 53574  
 (608) 527-2988

JOB NO. 23166  
 POINTS 23166  
 DRWG. 23166\_1  
 DRAWN BY JMB

200 0 200  
 SCALE: 1" = 200'

SHEET 3 OF 3

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

**RESOLUTION 240214-01**  
**RESOLUTION REGARDING IMPACT FEES USE**

The Town Board of the Town of New Glarus, Green County, Wisconsin do resolve as follows:

**WHEREAS** the Town of New Glarus Board do have the authority as granted under Wis. Stats. §66.0617 to establish and maintain an Impact Fee account; and

**WHEREAS** the Town of New Glarus reserved a portion of the Impact Fees for a public library within the Town of New Glarus; and

**WHEREAS** the Town of New Glarus approved by a Memorandum of Understanding between the Town of New Glarus and the New Glarus Public Library on September 18, 2018 that the Town shall donate \$100,000 towards a new library building and operational expenses from the impact fees collected for that purpose;

**NOW, THEREFORE, BE IT RESOLVED** that the New Glarus Town Board, in legal session assembled, that \$1,181.00 of the current balance from the Impact Fees account earmarked for a public library be transferred to the general fund so that the money can be disbursed to the Town of New Glarus Library Board.

Approved and signed by the New Glarus Town Board on the 14<sup>th</sup> day of January, 2024.

By: \_\_\_\_\_ Attested by: \_\_\_\_\_  
Chris Narveson, Town Chair John Wright, Clerk-Treasurer

\_\_\_\_\_  
Matt Streiff, Town 1<sup>st</sup> Supervisor

\_\_\_\_\_  
Troy Pauli, Town 2<sup>nd</sup> Supervisor

\_\_\_\_\_  
Jim Hoesly, Town 3<sup>rd</sup> Supervisor

\_\_\_\_\_  
Robert Elkins, Town 4<sup>th</sup> Supervisor

**RESOLUTION 240214-02**  
**RESOLUTION REGARDING IMPACT FEES USE**

The Town Board of the Town of New Glarus, Green County, Wisconsin do resolve as follows:

**WHEREAS** the Town of New Glarus Board do have the authority as granted under Wis. Stats. §66.0617 to establish and maintain an Impact Fee account; and

**WHEREAS** the Town of New Glarus reserved a portion of the Impact Fees for community park improvements within the Town of New Glarus; and

**WHEREAS** the Town of New Glarus Board, at a duly noticed meeting held on December 28, 2023, did approve a proposal by Vierbicher for a Community Park Master Plan, as recommended by the Town of New Glarus Park Commission and Plan Commission after their review on December 20 and December 21, 2023, respectively; and

**WHEREAS** the Town Board by approving this Resolution is not setting a precedent by its action such that future Town Boards are not obligated to act on unused funds;

**NOW, THEREFORE, BE IT RESOLVED** that the New Glarus Town Board, in legal session assembled, that \$472.00 of the current balance from the Impact Fees account earmarked for community park improvements be transferred to offset the capital costs incurred to produce a Community Park Master Plan for the Town of New Glarus property located near W6599 State Highway 69.

Approved and signed by the New Glarus Town Board on the 14<sup>th</sup> day of February, 2024.

By: \_\_\_\_\_ Attested by: \_\_\_\_\_  
Chris Narveson, Town Chair John Wright, Clerk-Treasurer

\_\_\_\_\_  
Matt Streiff, Town 1<sup>st</sup> Supervisor

\_\_\_\_\_  
Troy Pauli, Town 2<sup>nd</sup> Supervisor

\_\_\_\_\_  
Jim Hoesly, Town 3<sup>rd</sup> Supervisor

\_\_\_\_\_  
Robert Elkins, Town 4<sup>th</sup> Supervisor

**RESOLUTION 240214-03**  
**RESOLUTION REGARDING IMPACT FEES USE**

The Town Board of the Town of New Glarus, Green County, Wisconsin do resolve as follows:

**WHEREAS** the Town of New Glarus Board do have the authority as granted under Wis. Stats. §66.0617 to establish and maintain an Impact Fee account; and

**WHEREAS** the Town of New Glarus reserved a portion of the Impact Fees for trail improvement projects within the Town of New Glarus; and

**WHEREAS** the Town of New Glarus has identified the need for public trails to enhance the interconnectivity of multi-modal transportation through the community, including trails located within and beside in the public right-of-way; and

**WHEREAS** the Town of New Glarus Park Commission recommended approval of a revision to the 2022-2027 Comprehensive Outdoor Recreation Plan to include 97.4772 acres of land in December of 2022, of which 35 to 75 acres will be dedicated to passive recreation, including trails; and

**WHEREAS** the Town of New Glarus Board, following a duly noticed public hearing held on March 8, 2023, did approve the revised 2022-2027 Comprehensive Outdoor Recreation Plan; and

**WHEREAS** the Wisconsin Department of Natural Resources did approve the transfer of the Recreational Trails Program Grant from the County Highway NN location to State Highway 39 from Durst Road to the Town Park on September 6, 2023, in the amount of \$45,000; and

**WHEREAS** the Town Board by approving this Resolution is not setting a precedent by its action such that future Town Boards are not obligated to act on unused funds;

**NOW, THEREFORE, BE IT RESOLVED** that the New Glarus Town Board, in legal session assembled, that \$547.00 of the current balance from the Impact Fees account earmarked for trails shall be transferred to offset costs incurred in the planning, surveying, easement document production, and construction of the State Highway 39 trail project.

Approved and signed by the New Glarus Town Board on the 14<sup>th</sup> day of February, 2024.

By: \_\_\_\_\_  
Chris Narveson, Town Chair

Attested by: \_\_\_\_\_  
John Wright, Clerk-Treasurer

\_\_\_\_\_  
Matt Streiff, Town 1<sup>st</sup> Supervisor

\_\_\_\_\_  
Troy Pauli, Town 2<sup>nd</sup> Supervisor

\_\_\_\_\_  
Jim Hoesly, Town 3<sup>rd</sup> Supervisor

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Robert Elkins, Town 4<sup>th</sup> Supervisor

**RESOLUTION 240214-04**  
**RESOLUTION REGARDING IMPACT FEES USE**

The Town Board of the Town of New Glarus, Green County, Wisconsin do resolve as follows:

**WHEREAS** the Town of New Glarus Board do have the authority as granted under Wis. Stats. §66.0617 to establish and maintain an Impact Fee account; and

**WHEREAS** the Town of New Glarus reserved a portion of the Impact Fees for community park land acquisition within the Town of New Glarus; and

**WHEREAS** the Town of New Glarus qualified electorate, at a duly noticed Special Town Meeting held on November 28, 2022, did authorize the Town Board to borrow \$1.4 million dollars to purchase 97.4772 acres of land that was acquired in December of 2022, of which approximately 35 to 75 acres was to be set aside for future passive recreation; and

**WHEREAS** the Town of New Glarus Board did authorize the creation of an appraisal report of the 60.360 acres of the purchased property for passive recreation whose value on March 8, 2023 was determined to be \$543,240; and

**WHEREAS** the Town Board by approving this Resolution is not setting a precedent by its action such that future Town Boards are not obligated to act on unused funds;

**NOW, THEREFORE, BE IT RESOLVED** that the New Glarus Town Board, in legal session assembled, that \$165.00 of the current balance from the Impact Fees account earmarked for a community park land acquisition be transferred to offset costs incurred in the purchase of this portion of land.

Approved and signed by the New Glarus Town Board on the 14<sup>th</sup> day of February, 2024.

By: \_\_\_\_\_  
Chris Narveson, Town Chair

Attested by: \_\_\_\_\_  
John Wright, Clerk-Treasurer

\_\_\_\_\_  
Matt Streiff, Town 1<sup>st</sup> Supervisor

\_\_\_\_\_  
Troy Pauli, Town 2<sup>nd</sup> Supervisor

\_\_\_\_\_  
Jim Hoesly, Town 3<sup>rd</sup> Supervisor

\_\_\_\_\_  
Robert Elkins, Town 4<sup>th</sup> Supervisor

**RESOLUTION 240214-05**  
**RESOLUTION REGARDING IMPACT FEES USE**

The Town Board of the Town of New Glarus, Green County, Wisconsin do resolve as follows:

**WHEREAS** the Town of New Glarus Board do have the authority as granted under Wis. Stats. §66.0617 to establish and maintain an Impact Fee account; and

**WHEREAS** the Town of New Glarus reserved a portion of the Impact Fees for a highway and transportation facility within the Town of New Glarus; and

**WHEREAS** the Town of New Glarus has identified the need for a larger public works building and campus as defined in the final draft of the Space Needs Assessment performed by Barrientos Design & Consulting, dated September 12, 2022, with the cost for the study being approved at a duly noticed Town Board meeting held on April 13, 2022; and

**WHEREAS** the Town of New Glarus qualified electorate, at a duly noticed Special Town Meeting held on November 28, 2022, did authorize the Town Board to borrow \$1.4 million dollars to purchase 97.4772 acres of land that was acquired in December of 2022, of which approximately 21 acres was set aside for future development, including a highway and transportation facility; and

**WHEREAS** the Town Board approved a proposal for Town garage site planning at a duly noticed Town Board meeting held on November 14, 2023 in the amount of \$35,500; and

**WHEREAS** the Town Board by approving this Resolution is not setting a precedent by its action such that future Town Boards are not obligated to act on unused funds;

**NOW, THEREFORE, BE IT RESOLVED** that the New Glarus Town Board, in legal session assembled, that \$900.00 of the current balance from the Impact Fees account earmarked for a highway and transportation facility be transferred to offset costs incurred in the planning, surveying, site preparation, and construction of a new public works facility.

Approved and signed by the New Glarus Town Board on the 14<sup>th</sup> day of February, 2024.

By: \_\_\_\_\_ Attested by: \_\_\_\_\_

Chris Narveson, Town Chair

John Wright, Clerk-Treasurer

\_\_\_\_\_  
Matt Streiff, Town 1<sup>st</sup> Supervisor

\_\_\_\_\_  
Troy Pauli, Town 2<sup>nd</sup> Supervisor

\_\_\_\_\_  
Jim Hoesly, Town 3<sup>rd</sup> Supervisor

\_\_\_\_\_  
Robert Elkins, Town 4<sup>th</sup> Supervisor

**ORDINANCE NO. 2024-01, TOWN OF NEW GLARUS, GREEN COUNTY  
AN ORDINANCE TO AMEND CHAPTER 80 IMPACT FEES  
TO REFLECT UPDATES TO 2024 NEEDS STUDY**

**WHEREAS**, the Town Board of the Town of New Glarus, Green County, Wisconsin (hereafter referred to as the Board) contracted with Vierbicher and Associates (hereafter referred to as Vierbicher) at a regular Board meeting held on September 8, 2021, to review existing deficiencies and future needs for a growing Town population as a basis for a future amendment to Chapter 80 Impact Fees; and

**WHEREAS** the Board contracted with Barrientos Design & Consulting at a regular meeting held on April 13, 2022 to conduct a Needs Assessment Study to review existing deficiencies and future needs for the existing Town Hall and Town Garage to supplement the review performed by Vierbicher of existing deficiencies and future needs based upon future population growth for trails, parks, library expansion, etc.; and

**WHEREAS** the Town agreed to an amendment to the scope of the original contract with Barrientos Design and Consulting at the regular meeting held on September 14, 2022 so that the study could reflect the input of the Town Patrolperson and Town Chair on the future needs for a public works facility; and

**WHEREAS** the Town approved an Amendment to the original scope of the 2021 contract with Vierbicher at a special meeting held on October 30, 2023 to combine the results of both aforementioned studies and to reflect the purchase of 97+ acres by the Town in December of 2022; and

**WHEREAS** the Town Park Commission of the Town of New Glarus, Green County, Wisconsin, at a regular Commission meeting held on November 15, 2023 did review a draft of the Public Facilities Needs Assessment and Impact Fee Study, as prepared on November 7, 2023 and made a recommendation to the Town Board to adopt the proposed increases for parks and highway/transportation facilities impact fees; and

**WHEREAS** the Town Plan Commission of the Town of New Glarus, Green County, Wisconsin, at a regular Commission meeting held on November 16, 2023 did review a draft of the Public Facilities Needs Assessment and Impact Fee Study, as prepared on November 7, 2023 with a recommendation to the Town Board to adopt, following a public hearing; and

**WHEREAS** the Town at a regular meeting held on December 13, 2023 reviewed the final draft of the Public Facilities Needs Assessment and Impact Fee Study, as prepared on November 7, 2023; and

**WHEREAS** the Town, at a regular meeting held on January 10, 2024, scheduled a public hearing on February 14, 2024 for consideration of an updated Public Facilities Needs Assessment and Impact Fee Study and amendments to Chapter 80 Impact Fees with associated changes to Addendum A of Chapter 55 Fees,

**NOW, THEREFORE**, the Town Board of the Town of New Glarus, do hereby ordain the following fee schedule be approved as defined in the attached document and be effective immediately upon passage and posting or publication, by summary, as provided by law.

Adopted by the Town Board of the Town of New Glarus, Green County, Wisconsin, this 14th day of February, 2024.

**TOWN OF NEW GLARUS**

By: \_\_\_\_\_  
Chris Narveson, Town Chair




Attest: \_\_\_\_\_  
John Wright, Town Clerk-Treasurer

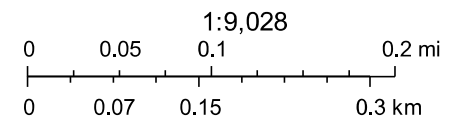


# Map of W6599 Hwy 39, New Glarus--52 Acres for Seeding

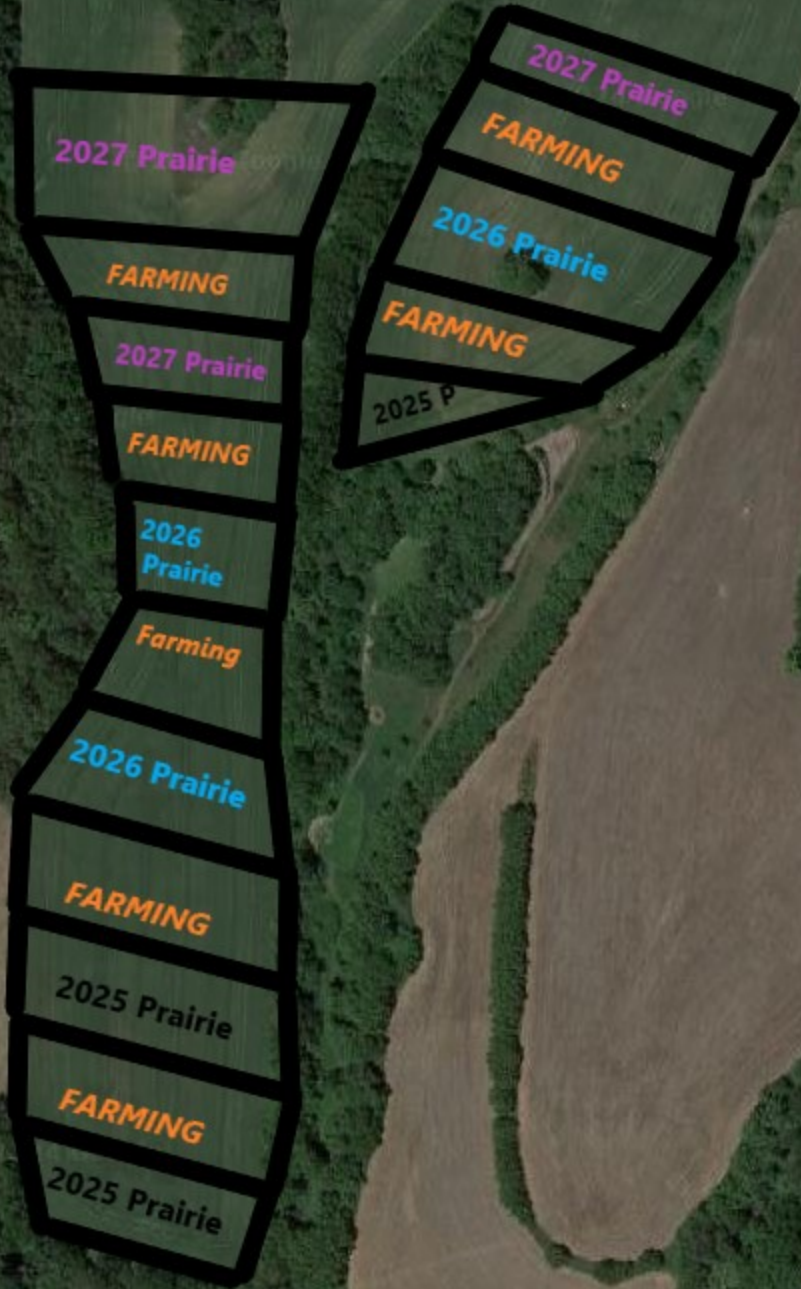


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-  Parcels
-  Municipal Boundaries
-  PLSS Sections



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Legler School Branch

2024 Prairie

2024 Prairie

Legler School Branch

Legler School Branch

**ORDINANCE NO. 2024-02, TOWN OF NEW GLARUS, GREEN COUNTY  
AN ORDINANCE TO AMEND CHAPTER 55 FEES, ADDENDUM A, FEE  
SCHEDULE**

**WHEREAS**, the Town Board of the Town of New Glarus, Green County, Wisconsin, has determined that it is prudent that the fees be reviewed for cost effectiveness and to reflect an amendment to Chapter 80 Impact Fees; and

**WHEREAS** inequities have been identified and revisions requested to the fee schedule,

**NOW, THEREFORE**, the Town Board of the Town of New Glarus, do hereby ordain the following fee schedule be approved as defined in the attached document and be effective immediately upon passage and posting or publication, as provided by law.

Adopted by the Town Board of the Town of New Glarus, Green County, Wisconsin, this 14<sup>th</sup> day of February, 2024.

**TOWN OF NEW GLARUS**

By: \_\_\_\_\_  
Chris Narveson, Town Chair

Attest: \_\_\_\_\_  
John Wright, Town Clerk-Treasurer

**FEES**  
55 Attachment 1  
**Town of New Glarus**  
**Addendum A**  
**Fee Schedule**  
[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

Category	Fee
<b>Beverage Licenses</b>	
Class "A" Fermented Malt Beverages Retailer's License (off-premises consumption)	\$100 per year
Class "B" Fermented Malt Beverages Retailer's License (expires June 30 <sup>th</sup> annually)	\$100 per year
Wholesaler Beer License	Actual Costs*
Reserve "Class B" Liquor License (one-time fee, per establishment)	\$10,000 minimum, to be determined by Town Board
"Class A" Intoxicating Liquor Retailer's License (off-premises consumption)	\$500/Year
"Class B" Wine License (expires June 30 <sup>th</sup> annually)	\$100/Year
"Class B" Intoxicating Liquor Retailer's License (expires June 30 <sup>th</sup> annually)	\$500/Year
Temporary Class "B" Fermented Malt Beverage License	\$10/Event
"Class C" Wine License (sell wine by the glass at a restaurant)	\$100/Year
Temporary "Class B" Wine Walk License (up to 20 locations on single day, 2/year maximum)	\$10/Location on Permit
Temporary Soda Beverage License	\$10/Event
Temporary Operator License (14 days maximum, 2 per applicant/year maximum)	\$10
Operator (Bartender's) License	\$20/Every other year
Provisional Operator License	\$15/Up to 60 days
Publication Fee	\$40/Each
<b>General Licenses</b>	
Cigarette/Tobacco Licenses	\$100/Year
<b>Animal Licenses</b>	
Dog License/Kennel License	Per County Ordinance
<b>Administration Fees</b>	
Copies	\$1
Document Search	First 45 minutes are free. \$25 per hour after that time.
Research Fee – for requests for information regarding assessed valuation of property, taxes on a property, year a home was built, and/or square footage and number of bedrooms for a home in the Town of New Glarus	\$25
Special Assessment Requests from title companies	\$25
NSF Checks	\$25/Each
Copies of Ordinance Book	\$20/Each

**FEEs**  
55 Attachment 1  
**Town of New Glarus**

**Addendum A**  
**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Public Works Services</b>	
Snow-plowed driveways	\$75/Hour (\$75 minimum charge)
Sand, salt, etc.	Actual charges
Culvert delivery	\$90
Culvert, end wall, bands, etc.	Actual charges
Sign replacement	\$75 per hour, plus materials
Equipment charges – (chain saws, Bobcat, etc.)	Per County rates
Tree trimming	Per County rates (\$75 minimum charge)
Mowing	Per County Rates (\$75 minimum charge)

**CONSTRUCTION PERMITS**  
**Building Permit Fees**  
**New Buildings and Additions**

Permit Rates (Dollars per Square Foot)

<b>—Group*</b>	<b>Building</b>	<b>Electrical</b>	<b>Plumbing</b>	<b>HVAC</b>	<b>Total</b>
Group I	\$0.12 plus \$35 for State Seal	\$0.04	\$0.04	\$0.04	\$0.24
Group II	\$0.14	\$0.05	\$0.02	\$0.02	\$0.23
Group III	\$0.15	\$0.06	\$0.04	\$0.05	\$0.30
Group IV	\$0.17	\$0.06	\$0.03	\$0.03	\$0.29
Group V	\$0.13	\$0.04	\$0.04	\$0.04	\$0.25
Group VI	\$25 Permit Fee	\$25 Permit Fee	\$25 Permit Fee	\$25 Permit Fee	\$100 permit Fee
Plus 5,000-10,000	\$0.10	\$0.01	\$0.02	\$0.02	\$0.15
Plus Over 10,000	\$0.07	\$0.01	\$0.01	\$0.01	\$0.10

**NOTES:**

- \*Group I — Dwellings (including residence, garage, rooming house, but excluding hotel and institution)
- \*Group II — Office, professional, barber, beauty, dry cleaning, clinic, natatorium, shelter, hotel and motel
- \*Group III — Tavern, restaurant, cafeteria, retail, commercial garage, service station
- \*Group IV — Church, assembly hall, educational institution, hospital, nursing home, lab, lodge hall, funeral home, library, skating rink, dance hall, and armories
- \*Group V — Warehouse, freight terminal, storage building, factory, machine shop, plus electrical Substation, sewage plant, electrical generating plant, trans vault, and other not included in Groups I through IV
- \*Group VI — Parking lot, roofing, siding, etc.



**FEES**  
55 Attachment 1  
**Town of New Glarus**  
**Addendum A**  
**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

Category	Fee
<b>Other Services</b>	
A. Reinspection and Additional Inspection Fees	\$120
B. Razing Fee	\$50
C. Early Start Permit/Residential	\$125
D. Early Start Permit/Commercial	\$150
E. Property Maintenance Inspections	\$75/hour
<b>Existing Buildings (Alterations/Repairs)</b>	
Building	\$10 per \$1,000 estimated cost (\$30 minimum fee)
Electrical	\$1 per additional Opening (\$40 minimum fee) \$60 service entrance replacement
Plumbing	\$5 per fixture \$15 per 100' of replacement sewer (\$30 minimum fee)
State seal	\$35
Erosion control permit	\$25
Occupancy permit	\$10
Driveway permit	\$500
Driveway permit refundable deposit	\$1,000
Driveway inspection fee	\$150 per visit beyond the first covered by driveway permit fee
Culvert installed by Town	Time and materials
Swimming pool	\$100
Razed building permit	\$100
Building moving permit	\$100
<b>Plan Review by Building Inspector</b>	<b>Plus costs, road bond and proof of insurance</b>
New construction	\$75
Alteration/repairs	\$30
Erosion control	\$100
Permit violation	Applicable fees tripled
Commencement of construction without permit	Applicable fees tripled
<b>Land Planning Review Procedure Fees</b>	
Preliminary suitability review fee (non-refundable)	\$100

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**FEEs**  
55 Attachment 1  
**Town of New Glarus**

**Addendum A**  
**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

Category	Fee
Technical Review Committee consultation	\$300
Engineering fee if needed at Technical Review Committee meeting	Actual Costs
Paper Copies of documents	\$1 per Page
Special meeting of the Land Planning Commission	\$200
Special meeting of the Town Board	\$150

**FEES**  
55 Attachment 1  
**Town of New Glarus**  
**Addendum A**  
**Fee Schedule**  
[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Land Divisions</b>	
Preliminary Plats, Final Plats and Re-Plats	\$400 Base Fee, plus \$100 per lot including outlots beyond first
Certified Survey Maps	\$50 Base Fee, plus \$100 per lot beyond first
Plan review fee	\$225 (Application fee-\$175 + \$50 Affidavit Fee)
Initial escrow deposit for major subdivision (greater than 4 Lots)	\$5,000
Initial escrow deposit for minor subdivision (less than or equal to 4 Lots)	\$2,500
<del>Initial escrow deposit per CSM</del>	<del>\$250</del>
Affidavit Filing Fee	\$50
Engineering fees	Actual costs*
Legal fees	Actual costs*
Public hearing notice and public hearings	\$235
Administrative Fees	Actual costs*
<b>Road Excavations and Placement of Obstructions (Chapter 181)</b>	
Permit fee (nonrefundable)	\$75
Letter of credit/cash deposit Multiple excavations in a given year: in lieu of letter of credit or cash deposit, applicant may deposit \$10,000 for the year.	\$1,000 Minimum or \$5 per square foot of excavation, whichever is larger.
Charge per utility pole (nonrefundable)	\$75
Transmission tower (per tower)	\$1,000
<b>Fence Viewers</b>	
Each fence viewer	\$2.50 per quarter hour (\$10 per hour)
To ensure payment	\$50
<b>Impact Fees (Chapter 80)</b>	
Public library facilities	<del>\$1,181</del> <u>\$2,000</u>
Parks and playgrounds	<del>\$1,481</del> <u>\$1,050</u>
Highways and transportation facilities	<del>\$900</del> <u>\$250</u>
<u>Public Facilities Impact Fee</u>	<u>\$1,500</u>
Storm and surface water treatment and collection	N/A
Total impact fee	<del>\$3,562</del> <u>\$4,800</u>

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**FEES**  
55 Attachment 1  
**Town of New Glarus**  
**Addendum A**  
**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Fireworks (Chapter 62)</b>	
Fireworks Application Permit	\$25
<b>Town and Wireless Communication Facilities (Chapter 200)</b>	
Tower permit fee (nonrefundable)	\$500
Tower escrow/letter of credit/cash deposit	\$2,500
Emergency services for tower & WES (per Occurrence, per service provider)	\$500
Colocation incentive deposit (based on §200-6 (4)(a)[1] example)	\$10,000
<b>Wind Generators (Chapter 230)</b>	
Personal wind energy system (PWES) permit fee (nonrefundable)	\$500
Personal wind energy system (PWES) escrow/letter of credit/cash deposit	\$1,000
Intermediate wind energy system (IWES) permit fee (nonrefundable)	\$500
Intermediate Wind Energy System (PWES) Escrow/Letter of Credit/Cash Deposit	\$2,500
Major wind farms (MWF) permit fee (nonrefundable)	\$1,000
Major wind farms (MWF) escrow/letter of credit/cash deposit	\$5,000

**NOTE:**

\* The escrow account is used to reimburse the Town for the associated engineering, legal and administrative costs. The Town maintains a complete accounting of payments from the escrow account.

**FEES**  
55 Attachment 1

**Town of New Glarus**

**Addendum A**  
**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Category</b>	<b>Fee</b>
<b>Beverage Licenses</b>	
Class "A" Fermented Malt Beverages Retailer's License (off-premises consumption)	\$100 per year
Class "B" Fermented Malt Beverages Retailer's License (expires June 30 <sup>th</sup> annually)	\$100 per year
Wholesaler Beer License	Actual Costs*
Reserve "Class B" Liquor License (one-time fee, per establishment)	\$10,000 minimum, to be determined by Town Board
"Class A" Intoxicating Liquor Retailer's License (off-premises consumption)	\$500/Year
"Class B" Wine License (expires June 30 <sup>th</sup> annually)	\$100/Year
"Class B" Intoxicating Liquor Retailer's License (expires June 30 <sup>th</sup> annually)	\$500/Year
Temporary Class "B" Fermented Malt Beverage License	\$10/Event
"Class C" Wine License (sell wine by the glass at a restaurant)	\$100/Year
Temporary "Class B" Wine Walk License (up to 20 locations on single day, 2/year maximum)	\$10/Location on Permit
Temporary Soda Beverage License	\$10/Event
Temporary Operator License (14 days maximum, 2 per applicant/year maximum)	\$10
Operator (Bartender's) License	\$20/Every other year
Provisional Operator License	\$15/Up to 60 days
Publication Fee	\$40/Each
<b>General Licenses</b>	
Cigarette/Tobacco Licenses	\$100/Year
<b>Animal Licenses</b>	
Dog License/Kennel License	Per County Ordinance
<b>Administration Fees</b>	
Copies	\$1
Document Search	First 45 minutes are free. \$25 per hour after that time.
Research Fee – for requests for information regarding assessed valuation of property, taxes on a property, year a home was built, and/or square footage and number of bedrooms for a home in the Town of New Glarus	\$25
Special Assessment Requests from title companies	\$25
NSF Checks	\$25/Each
Copies of Ordinance Book	\$20/Each

**FEES**

55 Attachment 1

**Town of New Glarus**

**Addendum A  
Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Public Works Services</b>	
Snow-plowed driveways	\$75/Hour (\$75 minimum charge)
Sand, salt, etc.	Actual charges
Culvert delivery	\$90
Culvert, end wall, bands, etc.	Actual charges
Sign replacement	\$75 per hour, plus materials
Equipment charges – (chain saws, Bobcat, etc.)	Per County rates
Tree trimming	Per County rates (\$75 minimum charge)
Mowing	Per County Rates (\$75 minimum charge)

**CONSTRUCTION PERMITS**

**Building Permit Fees**

**New Buildings and Additions**

<b>Category</b>	<b>Fee</b>
<b>One and Two Family Dwellings</b>	
A. New Structure and Additions – all areas*	\$0.15 per square foot (\$75 minimum), plus mechanicals
Mechanicals – all areas	
Electrical	\$0.05 per square foot + \$50 base fee
Plumbing	\$0.05 per square foot + \$50 base fee
HVAC	\$0.05 per square foot + \$50 base fee
State Seal	\$37.00
Erosion Control	\$75
B. Remodels	\$7.00 per thousand of estimated cost (\$75 minimum)
C. Accessory Structures	\$0.12 per square foot all areas (\$50 minimum)
D. Temporary Occupancy Permit	\$50
E. Swimming Pools	\$40
F. Miscellaneous Replacements	\$50
G. Electrical Service Upgrade	\$115
H. Solar Electrical Permit	\$115
I. Outside Sewer and Water Laterals	\$75
<b>*Note: Fees for manufactured dwellings with a Wisconsin insignia affixed shall be charged 2/3 of the normal fee for any closed-panel manufactured areas and a full fee for site-built areas.</b>	

**FEES**

55 Attachment 1

**Town of New Glarus****Addendum A  
Fee Schedule****[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]**

<b>Category</b>	<b>Fee</b>
<b>Commercial Buildings</b>	
A. New Structures and Additions – all areas	\$0.15 per square foot (\$75 minimum), plus mechanicals
Mechanicals – all areas	
Electrical	\$0.05 per square foot + \$50 base fee
Plumbing	\$0.05 per square foot + \$50 base fee
HVAC	\$0.05 per square foot + \$50 base fee
Erosion Control	\$75
B. Remodels	\$8.00 per thousand of estimated cost (\$100 minimum)
C. Miscellaneous Replacements	\$50
D. Electrical Service Upgrade	\$165
E. Solar Electrical Permit	\$165
<b>Other Services</b>	
A. Reinspection and Additional Inspection Fees	\$120
B. Razing Fee	\$50
C. Early Start Permit/Residential	\$125
D. Early Start Permit/Commercial	\$150
E. Property Maintenance Inspections	\$75/hour
<b>Existing Buildings (Alterations/Repairs)</b>	
Driveway permit	\$500
Driveway permit refundable deposit	\$1,000
Driveway inspection fee	\$150 per visit beyond the first covered by driveway permit fee
Culvert installed by Town	Time and materials
Razed building permit	\$100
Building moving permit	\$100
<b>Plan Review by Building Inspector</b>	<b>Plus costs, road bond and proof of insurance</b>
New construction	\$75
Permit violation	Applicable fees tripled
Commencement of construction without permit	Applicable fees tripled

**FEES**

55 Attachment 1

**Town of New Glarus**

**Addendum A**

**Fee Schedule**

[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]

<b>Category</b>	<b>Fee</b>
<b>Land Planning Review Procedure Fees</b>	
Preliminary suitability review fee (non-refundable)	\$100
Technical Review Committee consultation	\$300
Engineering fee if needed at Technical Review Committee meeting	Actual Costs
Paper Copies of documents	\$1 per Page
Special meeting of the Land Planning Commission	\$200
Special meeting of the Town Board	\$150

**FEES**

55 Attachment 1

**Town of New Glarus****Addendum A  
Fee Schedule****[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]**

<b>Land Divisions</b>	
Preliminary Plats, Final Plats and Re-Plats	\$400 Base Fee, plus \$100 per lot including outlots beyond first
Certified Survey Maps	\$50 Base Fee, plus \$100 per lot beyond first
Plan review fee	\$225 (Application fee-\$175 + \$50 Affidavit Fee)
Initial escrow deposit for major subdivision (greater than 4 Lots)	\$5,000
Initial escrow deposit for minor subdivision (less than or equal to 4 Lots)	\$2,500
Affidavit Filing Fee	\$50
Engineering fees	Actual costs*
Legal fees	Actual costs*
Public hearing notice and public hearings	\$235
Administrative Fees	Actual costs*
<b>Road Excavations and Placement of Obstructions (Chapter 181)</b>	
Permit fee (nonrefundable)	\$75
Letter of credit/cash deposit Multiple excavations in a given year: in lieu of letter of credit or cash deposit, applicant may deposit \$10,000 for the year.	\$1,000 Minimum or \$5 per square foot of excavation, whichever is larger.
Charge per utility pole (nonrefundable)	\$75
Transmission tower (per tower)	\$1,000
<b>Fence Viewers</b>	
Each fence viewer	\$2.50 per quarter hour (\$10 per hour)
To ensure payment	\$50
<b>Impact Fees (Chapter 80)</b>	
Public library facilities	\$2,000
Parks and playgrounds	\$1,050
Highways and transportation facilities	\$250
Public Facilities Impact Fee	\$1,500
Storm and surface water treatment and collection	N/A
Total impact fee	\$4,800
<b>Fireworks (Chapter 62)</b>	



**FEES**

55 Attachment 1

**Town of New Glarus****Addendum A  
Fee Schedule****[Amended 3-15-2007; 11-6-2007; 4-1-2008; 6-2-2009; 9-7-2010; 5-11-2022]**

Fireworks Application Permit	\$25
<b>Town and Wireless Communication Facilities (Chapter 200)</b>	
Tower permit fee (nonrefundable)	\$500
Tower escrow/letter of credit/cash deposit	\$2,500
Emergency services for tower & WES (per Occurrence, per service provider)	\$500
Colocation incentive deposit (based on §200-6 (4)(a)[1] example)	\$10,000
<b>Wind Generators (Chapter 230)</b>	
Personal wind energy system (PWES) permit fee (nonrefundable)	\$500
Personal wind energy system (PWES) escrow/letter of credit/cash deposit	\$1,000
Intermediate wind energy system (IWES) permit fee (nonrefundable)	\$500
Intermediate Wind Energy System (PWES) Escrow/Letter of Credit/Cash Deposit	\$2,500
Major wind farms (MWF) permit fee (nonrefundable)	\$1,000
Major wind farms (MWF) escrow/letter of credit/cash deposit	\$5,000

**NOTE:**

- \* The escrow account is used to reimburse the Town for the associated engineering, legal and administrative costs. The Town maintains a complete accounting of payments from the escrow account.

# TOWN OF NEW GLARUS

## ANNUAL MEETING WEDNESDAY, APRIL 17, 2024 AGENDA

NOTICE IS HEREBY GIVEN that the Annual Meeting of the Town of New Glarus residents, County of Green, will be held at 26 5<sup>th</sup> Avenue, New Glarus, WI on Wednesday, April 17, 2024 at 6:00 PM.

### AGENDA

1. Call to Order
2. Proof of Posting
3. Present 2023 Annual Meeting Minutes - Presented for informational purposes: minutes were approved at the May 10, 2023 Town Board Meeting
4. Financial Report Presentation
5. Introduce Town Board Supervisors Elected on April 2, 2024 (Oath Administered Before this Date by Statute) and Newly Appointed/Reappointed Commission Member(s)
6. Updates Regarding W6599 CTH 39 Property
  - a) Sale of buildings and 11.5 acres of land
  - b) Knowles-Nelson Stewardship Grant application results
  - c) Update on Master Park Plan and trail to Durst Road
  - d) Site preparations for future Town garage
7. Old Business
8. New Business
9. Adjourn

**Note:** Members of the Town Board may engage in discussion and information sharing in their capacity as Town Board members at the Annual Meeting, but no action of the Town Board will be taken. A quorum of the Town Parks Commission and/or Town Plan Commission may be present.

POSTED: 3/21/2024

Published: 4/04/2024

New Glarus Town Hall

New Glarus Garage

New Glarus Post Office

<https://townofnewglarus.com/>

Chris Narveson, Chair

New Glarus Town Board

John Wright

Clerk-Treasurer

Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance at 527-2390.

## PARK COMMISSION MEETING

January 17, 2024

Minutes

Attending: Harry Pulliam, Chris Narveson, Mark Pernitz, Jason Neton, Kelly Ruschman, Dana Emmerton (remotely)

Excused: Mona Sue French

Absent: Rose Pertzborn

Also attending: Tim Schleeper, Town engineer/planner; Frank Grenzow

**1. Call to Order.** Meeting was called to order by Chair Pulliam at 6:04 pm.

**2. Proof of Posting.** Narveson provided proof of posting.

**3. Approve Minutes from November 15, 2023 and January 4, 2024.** One correction for the Jan.4, 2024 minutes: French should be listed as "Excused" not "Absent." Motion to approve the minutes of both meetings as amended by Ruschman, second by Neton, motion approved.

**4. Public Comments.** None.

**5. Update from Vierbicher Staff on Master Park Plan.** Schleeper provided a proposed schedule and timeline for community input, focus group meetings and town meetings. A planner with Vierbicher, Olivia, will be preparing a community wide survey. Pernitz, Neton and Emmerton will assist her. Survey will include 18-25 questions. It will be used at the community input night on February 13 and also sent to Town residents.

A community input night will be held at the Town Hall on February 13 at 6 pm. This will be announced in the Town newsletter. Pulliam will do a press release for the newspaper. Neton will send an email announcement to the Friends email list.

Four focus groups have been identified: prairie restoration; community orchard; trails and accessibility; and community recreation. Vierbicher will facilitate 60-90 minute meetings with the individual focus groups tentatively scheduled for February 22. The intent would be to begin the meetings in the afternoon and proceed sequentially into the evening until completed. If participants aren't available during the workday, a second evening will be scheduled.

Pulliam will contact representatives of the community orchard and trails and accessibility groups to determine their availability. Jason will contact the community recreation folks. Ruschman will contact the prairie restoration folks.

A summary of community feedback will be provided at the March Park Commission meeting.

It is anticipated that a draft park master plan will be available for the April Park Commission meeting. After feedback, a final park master plan will be available for the June Park Commission meeting. A public hearing and Town Board approval is anticipated for July 10, 2024.

Schleeper recommended that the Town prepare a mission statement for the Town park to help identify the purpose of the park. Ruschman and Neton will work on this. Any mission statement would be subject to Board approval.

A discussion took place about creating a 501(c)(3) organization, likely a Friends group, to receive donations for the park.

**6. Update on the STH 39 Multi-Use Trail.** Schleeper provided a series of drawings showing the preliminary concept layout and discussed the main features. A 15' easement with a 10' wide trail is anticipated. Narveson wants to asphalt the trail to reduce future maintenance by protecting it from washout and erosion as water crosses the trail. The length of the trail is approximately

3,100 ft. Narveson will talk to the landowners about the necessary easements. Construction is anticipated to start this spring.

**7. Update on Proposed Park Entrance (Hayes Lane).** Schleeper presented a series of drawings showing different layouts for the new Town road (Hayes Road) which will serve as the entrance to the park property, town garage, farmette, etc. Narveson mentioned that he would like to use the NW corner of the property for public works supplies such as stone, sand, brush collection, etc. and limit the public visibility of the “ugly” part of public works.

**8. Review Restoration Committee Report.** A discussion took place regarding the Restoration Committee’s work. Ruschman will prepare a seeding plan for the February park commission meeting that we could send to the Town Board for approval.

**9. Update on Fall Tree Sale Customer Orders.** Ruschman reported that the trees have been ordered. In some cases where there was a significant per tree price savings by ordering a larger quantity, he rounded our order up to take advantage of those savings.

**10. Continue Discussion of Signage for New Town Park.** No discussion. Deferred to the next meeting.

**11. Discuss and Possibly Approve Proposed 2024 Park Commission Budget.** No discussion. Deferred to the next meeting.

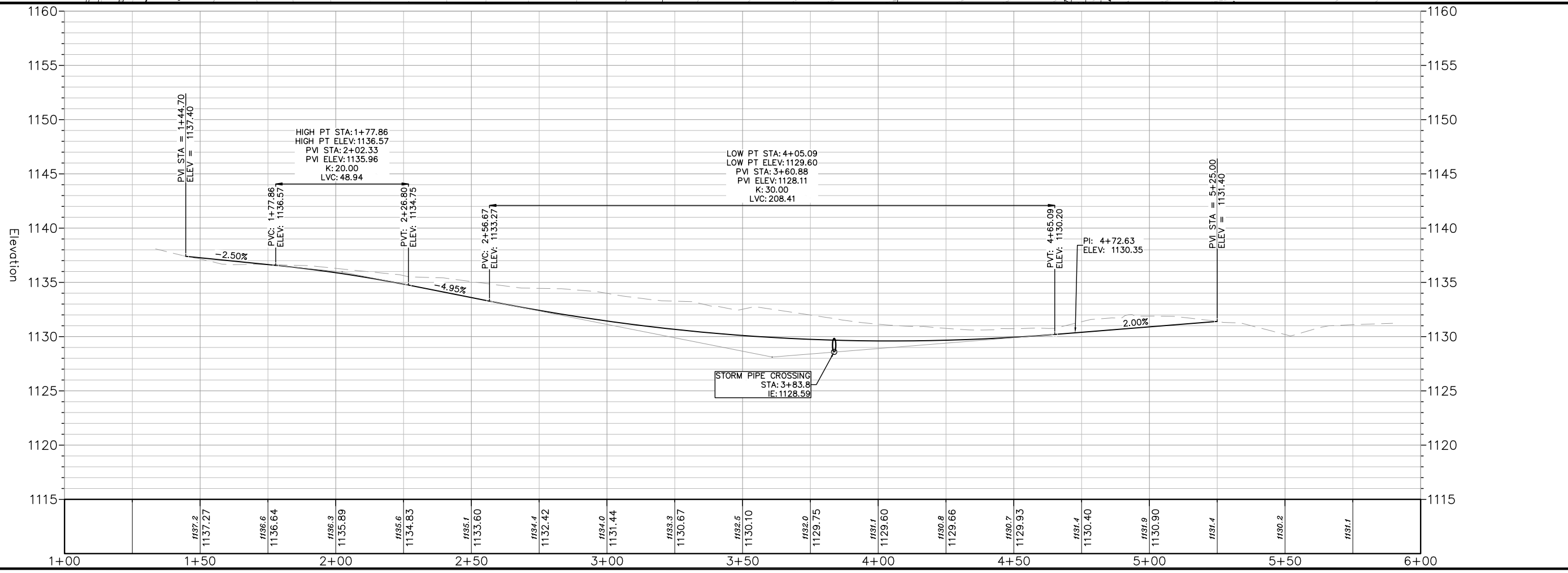
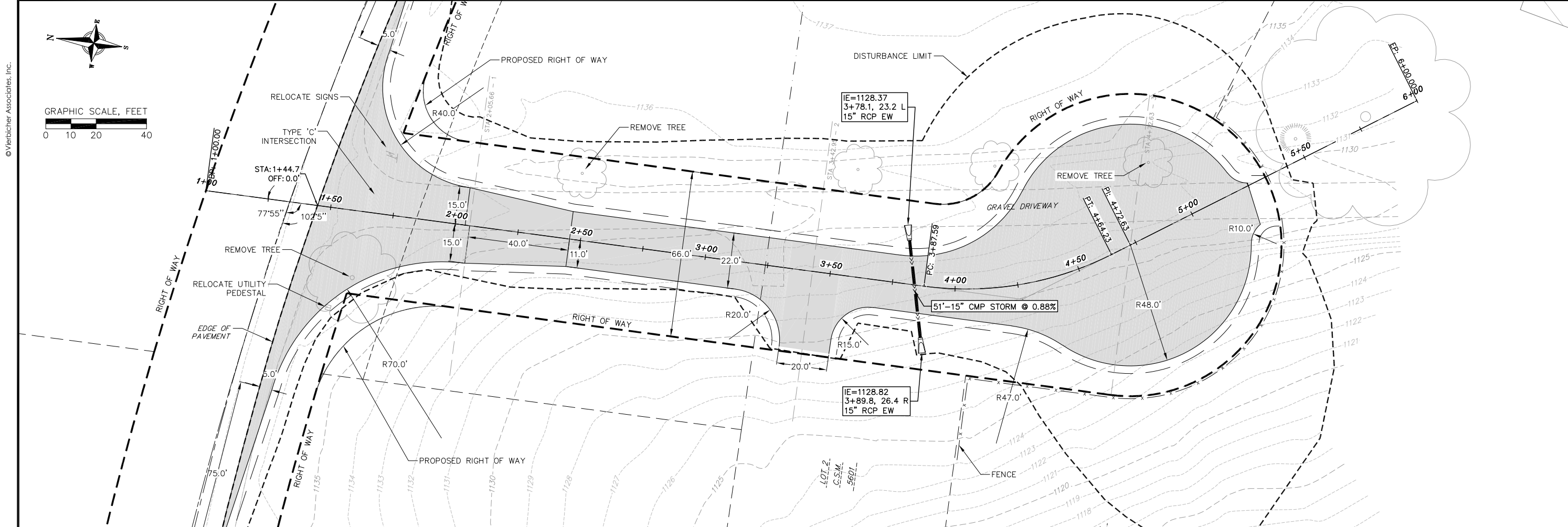
**12. Schedule Next Meeting, February 21, 2024, at 6:00 PM**

**13. Adjourn.** Motion to adjourn by Pernitz, second by Ruschman. Motion approved. Meeting adjourned at 8:10 pm.

Approved:

Minutes prepared by Pernitz.

16-Jan-2024 - 3:05p M:\New Glarus, Town of\230366\_Hayes Lane Reconstruction\CADD\230366\_BaseEng.dwg by: dper





**vierbicher**  
planners | engineers | advisors

**PLAN AND PROFILE-A**  
HAYES LANE RECONSTRUCTION  
TOWN OF NEW GLARUS  
GREEN COUNTY, WISCONSIN

REVISIONS		REVISIONS	
NO.	DATE	NO.	DATE

DATE: 01/12/2024

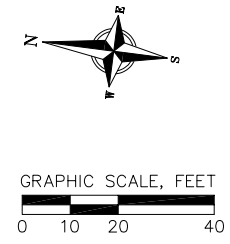
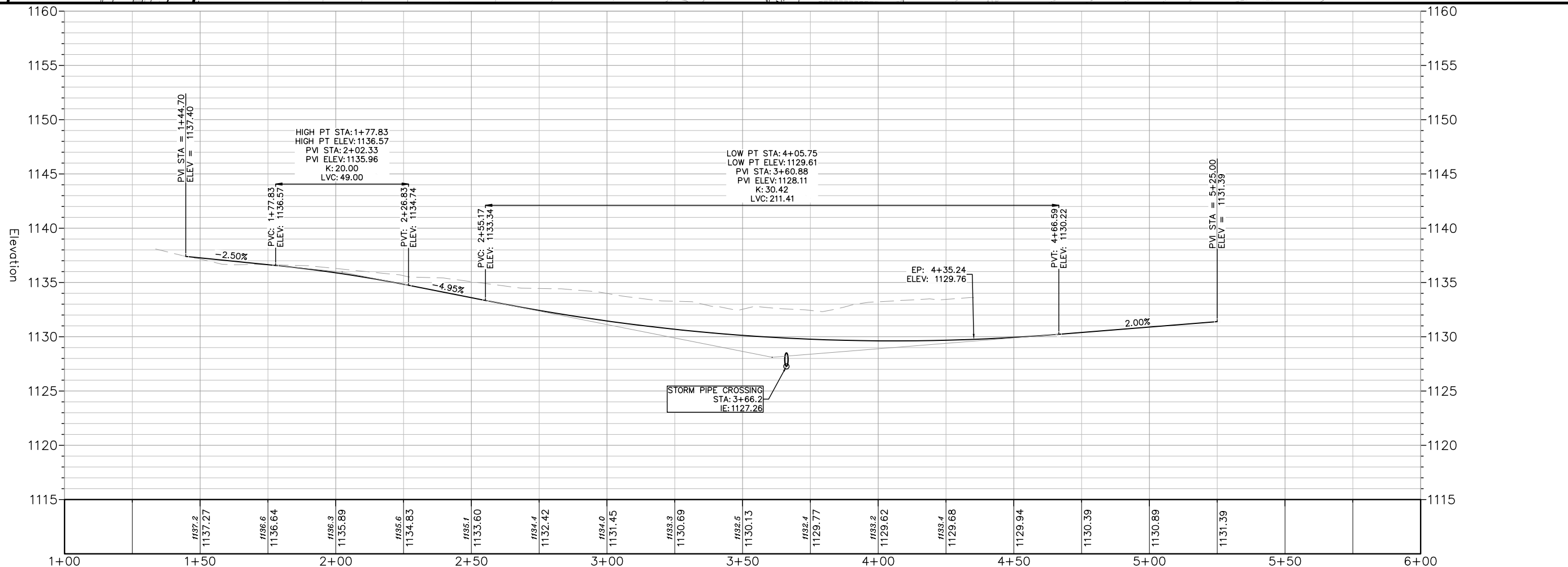
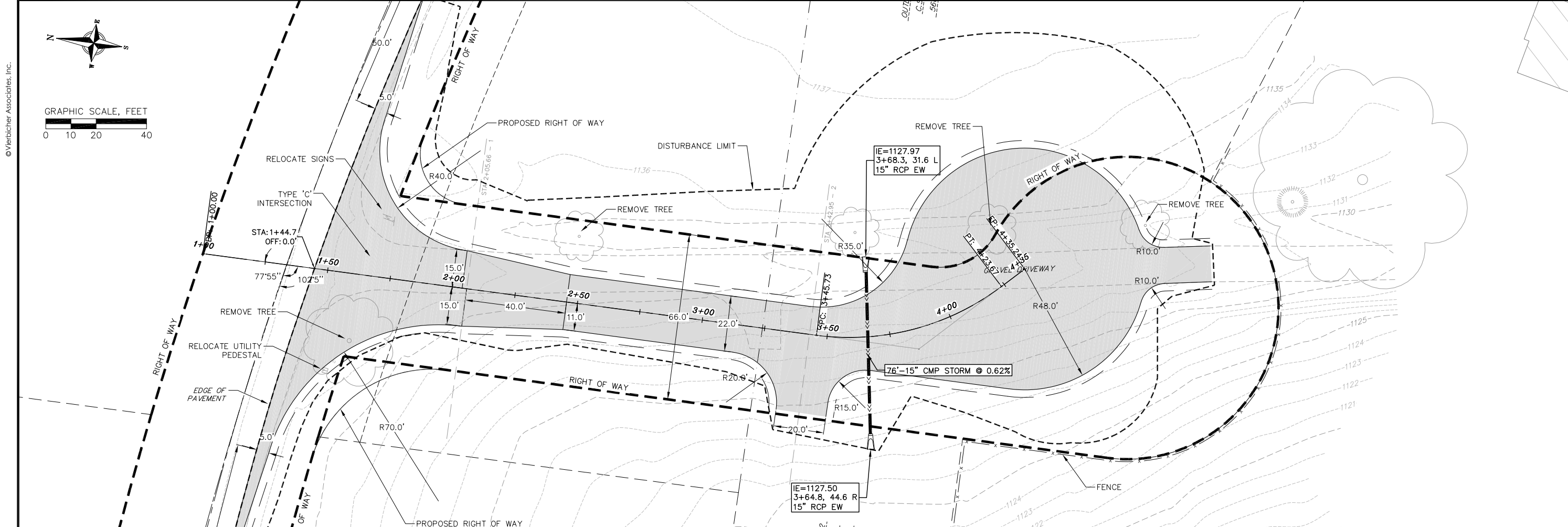
DRAFTER: JHAN

CHECKED: TSCH

PROJECT NO.: 230366

SHEET: 01 OF X

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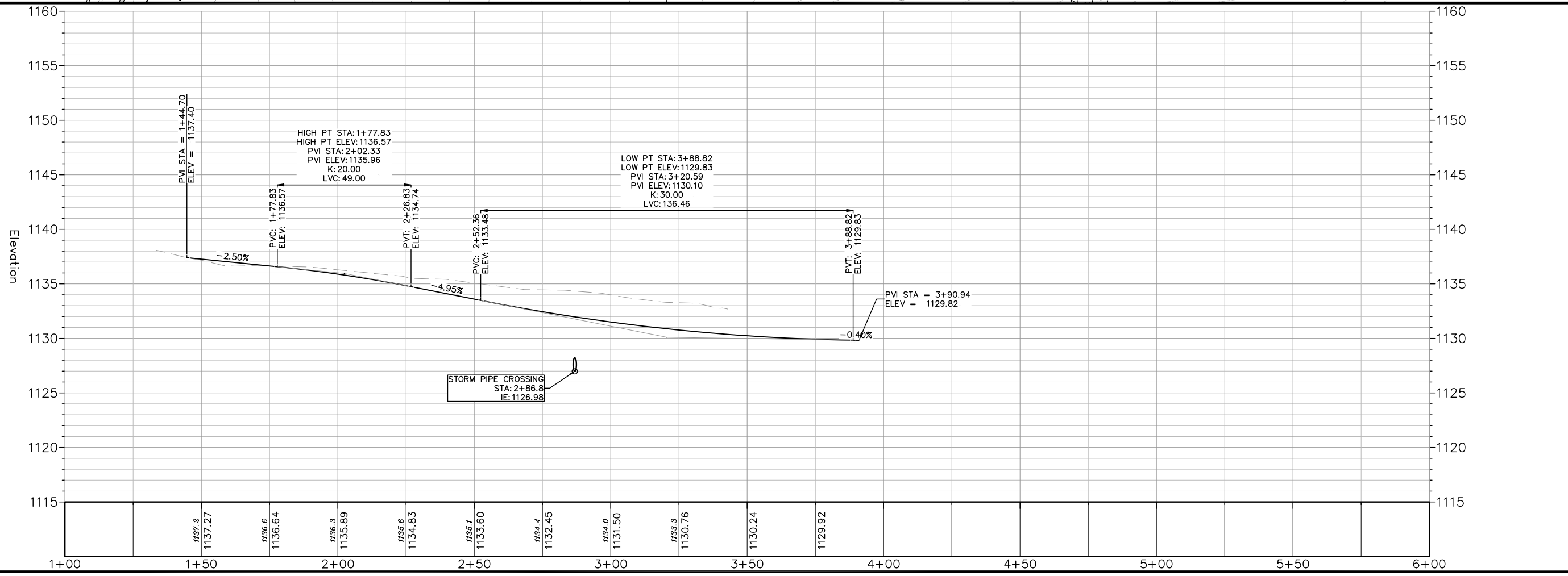
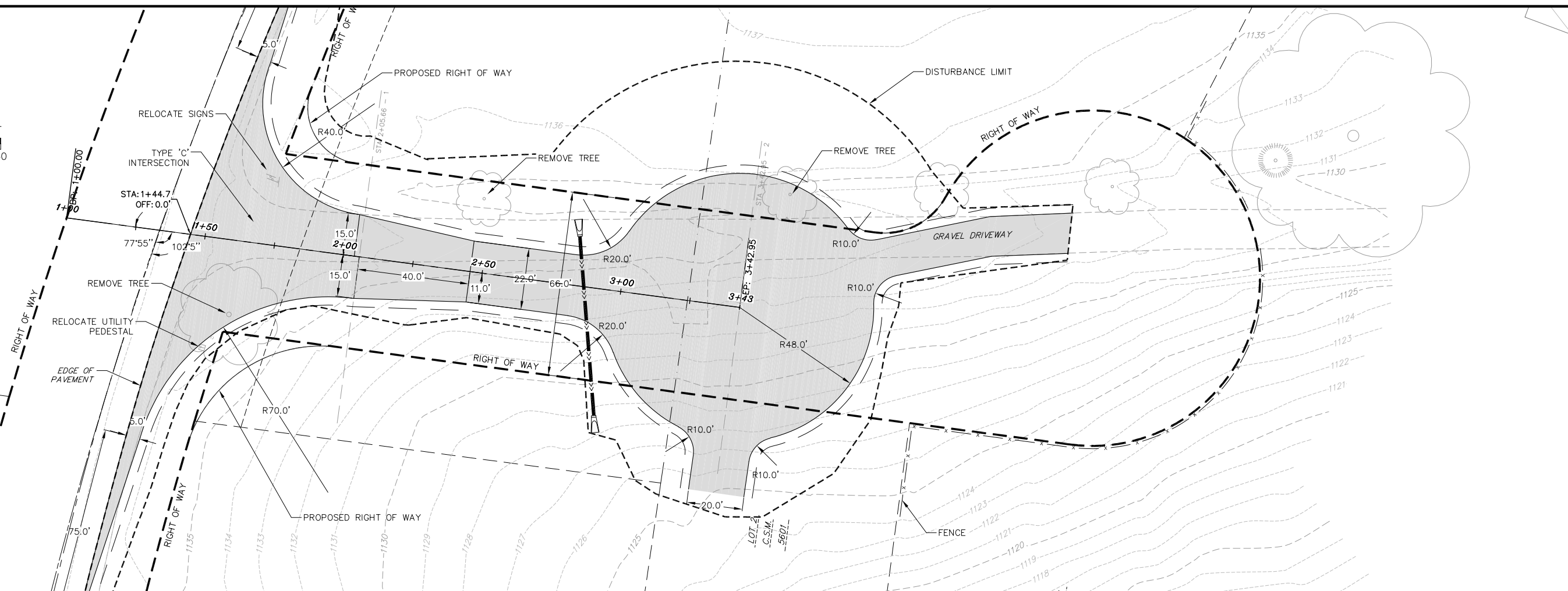
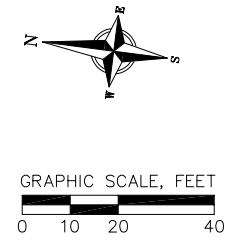


**PLAN AND PROFILE-B**  
HAYES LANE RECONSTRUCTION  
TOWN OF NEW GLARUS  
GREEN COUNTY, WISCONSIN

REVISIONS		REVISIONS	
NO.	DATE	NO.	DATE

DATE: 01/12/2024  
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 SHEET: 02 OF X

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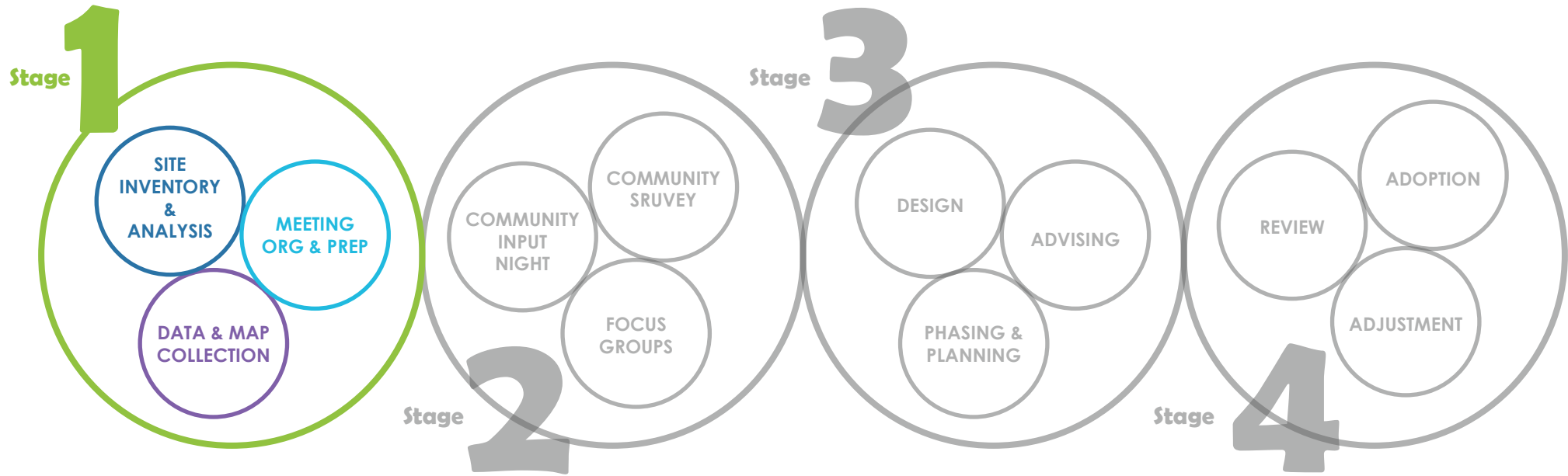
**PLAN AND PROFILE-C**  
 HAYES LANE RECONSTRUCTION  
 TOWN OF NEW GLARUS  
 GREEN COUNTY, WISCONSIN

REVISIONS		REVISIONS	
NO.	DATE	NO.	DATE

DATE: 01/12/2024  
 DRAFTER: JHAN  
 CHECKED: TSCH  
 PROJECT NO.: 230366  
 SHEET: 03 OF X



# THE DESIGN PROCESS



## Site Inventory and Analysis:

Documentation of the project lands natural and built features through a combination of on-site and online research. Discoveries are used to create base maps which are presented to community members at Stage 2. Data gathered is used to assess and evaluate design choices in Stage 3.

## Meeting Org and Prep:

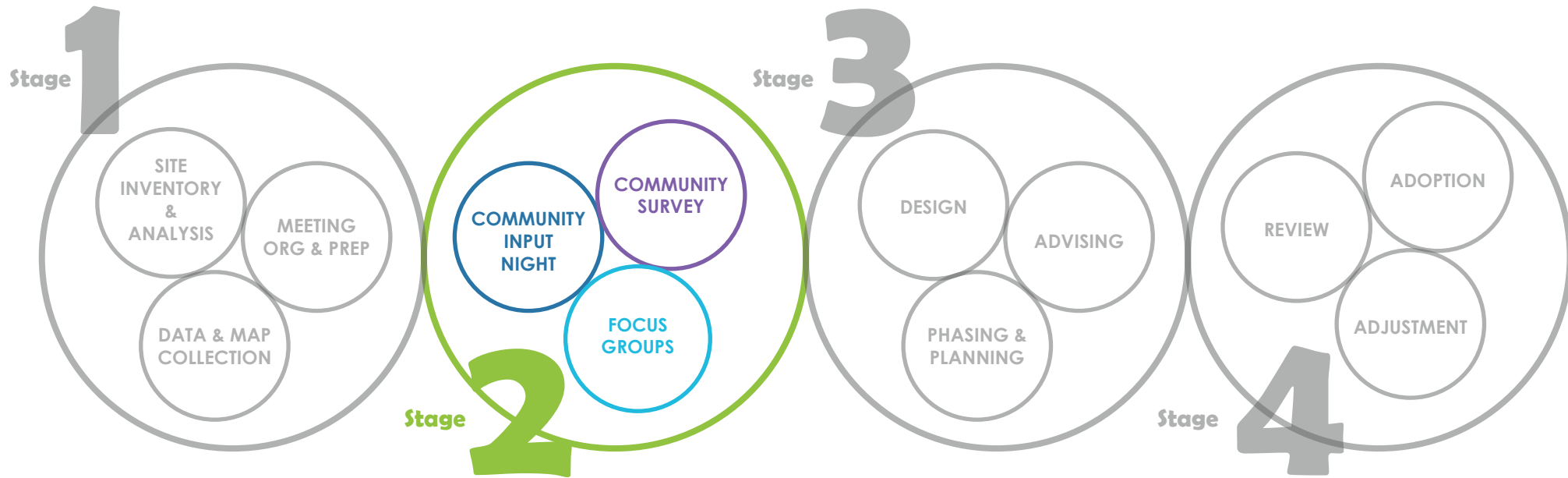
Preparation of community and focus group meetings and establishment of fundamental project information. Deciding the deadlines and timelines produces a cadence of deliverables to move the project forward to Stage 4.

## Data and Map Collection:

Maps and databases created through online research, onsite inventory and conversations with stakeholders and community members. Maps will provide framework for Community Input Night at Stage 2 and conceptual designs at Stage 3.



# THE DESIGN PROCESS



## Town of New Glarus Community Input Night:

An in person event held to engage community members in the design process and solicit their opinions, desires, and concerns for the Community Park.

## Focus Groups:

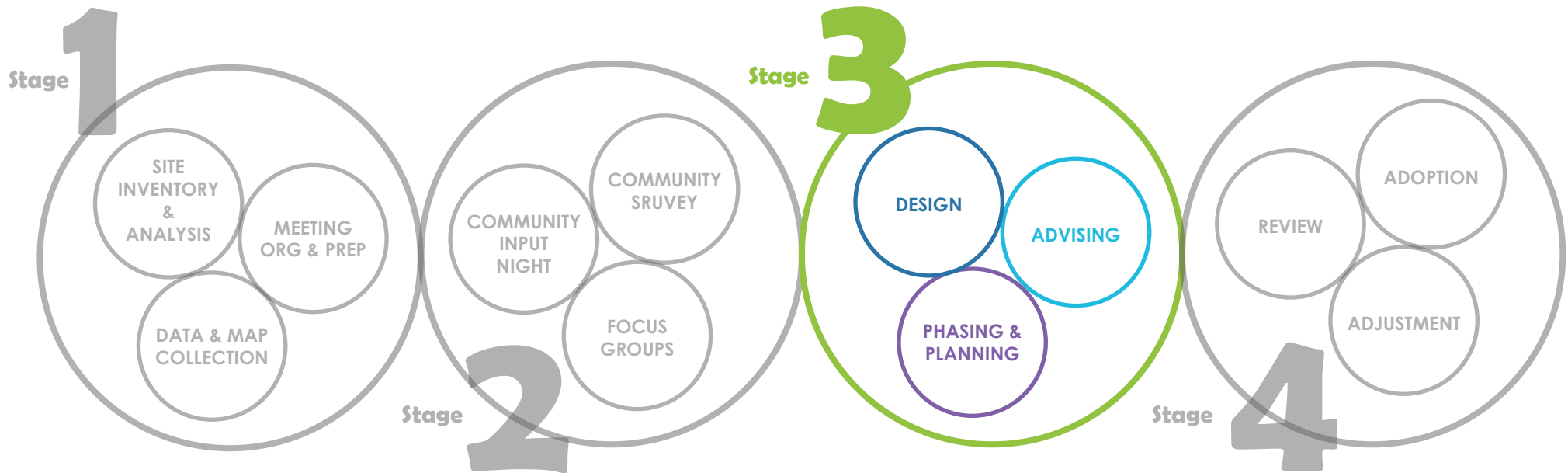
A group of people assembled to participate in a guided discussion to gather insights, feelings and expertise about specific topics; 5-10 people per group.

1. Orchard
2. Community Recreation
3. Prairie Restoration
4. Trails & Accessibility

## Community Survey:

An online and paper survey published to solicit opinions, feedback, interests, concerns and desires of community members regarding the Community Park.

# THE DESIGN PROCESS



## Design:

A plan which considers all inventory and data gathered in Stage 1 and 2. The design delineates buildings, parking locations and other facilities and incorporates research data regarding topography, land cover, watershed and roadway connectivity with community needs and desires.

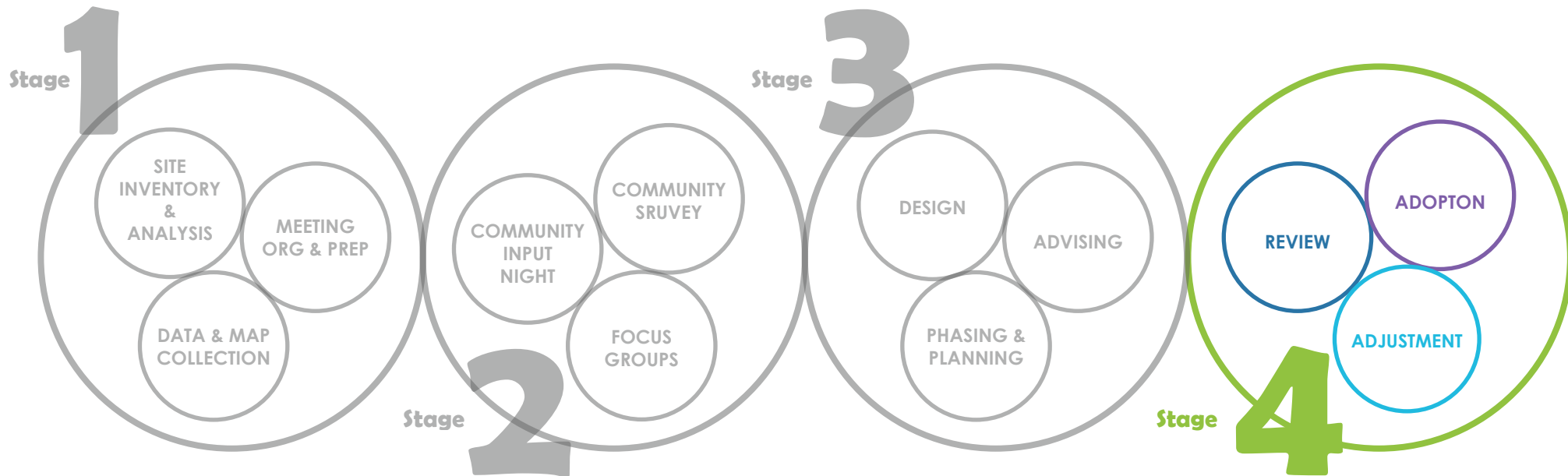
## Advising:

Guidance on the logistics, feasibility and capital improvement costs of implementing the design from professional landscape architects, planners and engineers who consider all information gathered in Stage 1 and 2.

## Phasing and Planning:

The strategic implementation of the design for the purpose of managing costs, processes, risk and time to ensure the projects success.

# THE DESIGN PROCESS



## Review:

Review of the Master Plan by the Parks Commision and Town Board allows for critique and feedback on the design. It also provides an opportunity to discuss the design, phasing and planning prepared for the development before the project moves to being adopted for approval.

## Adjustment:

After review, adjustments will be made for the purpose of correcting errors, changing design decisions and/or editing phasing, cost improvements and planning projections.

## Adoption:

Approval of the project design, phasing and implementation plan by the Parks Commission and Town Board.

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

Members Attending: John Freitag: Chair Pro Tem; John Ott, Craig Galhouse, Mark Pernitz, Robert Elkins, and Chris Narveson (joined virtually at 6:03 PM)

Absent: Reg Reis

Also Attending: John Wright: Clerk-Treasurer; Bob Talarczyk (departed at 6:28 PM): surveyor and applicant; Mike and Dan Talarczyk (departed at 6:28 PM): co-applicants; Robert Duxstad (departed at 6:28 PM): legal counsel for Talarczyk family; and Tim Schleeper: contract planner from Vierbicher

1. **Call to Order and Proof of Posting:** Chair Pro Tem Freitag called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes from November 16, 2023:** Motion to approve the meeting minutes from November 16, 2023, as presented, was made by Commissioner Pernitz; seconded by Commissioner Ott. Motion carried 5-0.
3. **Review Preliminary Plat for Talarczyk Subdivision of Property by Large Lot** – Surveyor Bob Talarczyk introduced the proposed division of the family property bounded by Kubly and Airport Roads in the Town. There is one pre-Ordinance Certified Survey (#1253) with a house and one post-Ordinance Certified Survey (#2745) with outbuildings. The family has no interest in cluster subdivision of the property and are proposing the large lot division as part of estate planning. It was noted that there is an access available from Airport Road to the southeast portion of the property as well as from Kubly Road from the north. The family has a driveway permit from the Town of Exeter for the Airport Road access point. Surveyor Talarczyk reported that Richard Alme has constructed an access and added a culvert. The wetland boundary line west of Ward Creek is shown on the draft Preliminary Plat in addition to 6 large lots (the adjusted existing pre-ordinance Lot 1, CSM 1253, and five potential large lots that include a reconfiguration of post-ordinance Lot 1, CSM 2745). Planner Tim Schleeper did not realize the access available to the southeast when composing his review dated December 14, 2023.

There followed a brief discussion regarding the proposed lots larger than 40 acres in size (Lot 2 of 47.130 acres and Lot 3 of 47.83 acres) since they would retain cluster potential unless restricted. It was noted that not all defined lots are required to include residential development potential. Attorney Duxstad asked whether the location of deed-restricted open space needs to be defined at the outset or can be determined once building sites are chosen at a future date. Large lot divisions require a minimum of 91% of the total parcel size to be restricted as open space free of residential and commercial buildings. There followed a brief discussion of what access to Ward Creek, a navigable waterway, may be required by the State of Wisconsin. With two points of access from Kubly and Airport, the State may waive further access requirements. It was noted that this property is within the Village plat review authority, but outside of the extraterritorial zoning authority.

A motion to recommend the to the Town Board the Preliminary Plat, as presented, for approval, by Commissioner Galhouse; seconded by Commissioner Elkins. Motion carried 6-0. Without objection, a public hearing will be scheduled for Wednesday, February 14, 2024. The notice will be published twice, the notice will be mailed to property owners within 600' of the entire property bounds, and will include the Town of Exeter Clerk.

4. **Review Master Park Plan with Possible Action to Recommend that the Town Board Proceed** – It was noted that the Park Commission moved to recommend approval of the expense to the Town Board at their meeting held yesterday evening. The master plan will need to be based upon where the public facilities and possible residential lots are sited. Planner Schleeper stated that the master plan will be developed in conjunction with residents, members of The Prairie Enthusiasts, Friends of the Town Park, Green County Leaders, the Town Park and Plan Commissions, and the Town Board. A community-wide survey will be conducted, much as was done in preparation for the update to the Town Comprehensive Outdoor Recreation Plan (CORP).

## TOWN OF NEW GLARUS

The many projects and amenities that have been discussed to date (e.g., a community garden, a community orchard, trails, etc.) will need to be prioritized. The emphasis will be upon passive recreation. Commissioner Pernitz noted that Knowles-Nelson Stewardship grant funds are available to offset costs for development.

A motion to recommend to the Town Board their approval of the Master Park Plan proposal, as presented, was made by Commissioner Pernitz; seconded by Commissioner Galhouse. Motion carried 6-0.

5. **Review Preliminary Public Facilities Planning from Vierbicher** – Tim Schleeper presented two large aerial views of the north end of the Town property along State Highway 39. Exhibit A places the public facilities to the northwest corner of the property. Two potential cluster lots are sited adjacent to the existing 11.5 acre farmette. Schleeper noted that the two residential lots could be a different size than what he presented this evening, but must be a minimum of 2.0 acres each; adjacent cluster envelopes must have at least one point of contiguity. The advantage of this option is that the public facilities would have a separate access from the residential lots and any outside storage would be less visible. Furthermore, the public facilities would be near to an Oak savannah remnant. A representative from The Prairie Enthusiasts favors this scenario rather than placing residences near to the remnant acres. The disadvantage is a longer driveway for the public facilities and potentially a longer walk between future park resources for visitors. Exhibit B flips the location of the public facilities and two of the three potential cluster division lots. It was noted that only the homesite can be a detached cluster lot, so a third cluster division lot would need to be defined with a point of contiguity with one of the two cluster envelopes depicted. The owners of the farmette favor Exhibit A. Commissioner Freitag suggested that the Plan Commission and Park Commission may want to hold a joint meeting or meetings to develop a master park plan together. Commissioner Pernitz noted that, with the guidance and coordination with Vierbicher staff (if the Vierbicher proposal is accepted by the Town Board), the master park plan will be developed with input from Town residents, similar to the updates to the CORP. Chair Narveson stated that deciding on the public facilities location will allow the Town to begin planning and construction of a surface lot so the public can access the park land. Schleeper reported that the Town Park Commission favored Exhibit A. Schleeper advocates for building the public facilities first, prior to marketing residential lots, so that potential buyers are fully aware. A representative of the Prairie Enthusiasts and local resident is looking into other funding sources, including grants and partnerships, to replace the funds generated by the sale of the residential lots. This would eliminate the need to sell residential lots. There was brief discussion as to whether the proposed Town garage should be connected to a future Town Hall or separated. Without objection, the opinions expressed at this meeting will be shared with the Town Board.
6. **Discuss the Possible Development of a Portal to be Hosted on the Green County GIS Database** – Schleeper suggested that the Town may benefit from a graphic representation of remaining and exhausted development potential within the Town in the form of an interactive, Geographic Information System (GIS) map. It is possible that the layer(s) could be hosted by Green County. The group considered various layers such a map could contain: no further development potential, development potential per the rules of the Village extraterritorial zoning (ETZ), development potential under County Zoning regulation, large lot divisions that could be considered for cluster subdivision, those requiring review by the Technical Review Committee, etc. There was no objection voiced to Vierbicher presenting more information to the Plan Commission at a future meeting.
7. **Continue to 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)** – In the past, there had been some concerns voiced about the length of the application/checklist. However, without some methodology, planning expenses and Technical Review Expenses will continue to be billed in arrears rather than escrowed for in

## TOWN OF NEW GLARUS

advance. Addendum A of Chapter 55, Fee Schedule, has already been approved and posted to the Town website.

A motion to accept the checklist, as presented, to be effective as of January 1, 2024, was made by Commissioner Galhouse; seconded by Commissioner Pernitz. Motion carried 5-1.

8. **Continued Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** – Commissioner Galhouse noted that a redline copy of his proposed changes has been included in the packet along with an email from Commissioner Pernitz containing analysis of the proposal amendments to Chapter 36. Galhouse stated that the changes are inspired by other local ordinances regulating access and driveways. There followed a discussion regarding whether the Town should require a permit for every drive that leads to an improvement, particularly those where employees, visitors, or occupants may require the support of emergency services. Changes, if any are recommended to the Town Board, should be reviewed by legal counsel before scheduling a public hearing. It was noted that most people will obey regulations once enacted; there is no amount of policing that will ensure total compliance. Commissioner Ott expressed his opinion that field road access can be regulated; however, he opposes them to be defined under the heading **DRIVEWAY** in §36-3. A secondary discussion followed regarding the treatment of existing Town lanes. The proposed amendment would require the owners or developers to reconstruct the lane to current standards for driveways if there is a change from the original use. Tim Schleeper suggested that more than one construction standard could be defined under §36-5 **Construction specifications**. Without objection, this item will be added to the next agenda for continued discussion and possible action to recommend changes to the Town Board.
9. **Continue to Discuss Town Process for Development Potential Questions** – Clerk-Treasurer Wright reported that in the past, in his capacity as Deputy Clerk-Plan Administrator, he typically received inquiries from property owners or their agents about land development potential. Now, in his capacity as Clerk-Treasurer, he continues to receive those types of inquiries in addition to realtors and potential buyers wanting to know the potential of property before marketing or submitting an offer to purchase. The former scenario had a process for what information could be shared prior to charging fees whereas the latter does not. Members present agreed that the Clerk-Treasurer should treat inquiries as open records requests: provide information that is already contained within the Access database, which tracks land development, and Chapter 110, the Land Division and Subdivision ordinance. If the land is within the Village's ETZ or plat review authority, he should also refer them to the Village Administrator. Research or opinions should be a billable event with expected costs stated up front.
10. **Adjourn**  
Motion to adjourn by Commissioner Pernitz; seconded by Commissioner Ott. Motion carried 6-0 at 8:22 PM. Then next meeting will be held on January 18, 2024 at 6:00 PM.

Approved:

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John Wright, Clerk-Treasurer