

**TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, MARCH 21, 2024, 6:00 PM  
AGENDA**

**Join by Zoom:** <https://us06web.zoom.us/j/84746606139?pwd=b9imblO1a6iZ4phs3TpqbyTyp3xIVx.1>

**Meeting ID:** 847 4660 6139

**Passcode:** 200876

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

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

DATE: Thursday, March 21, 2024  
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 February 15, 2024
3. Discuss and Possibly Recommend to the Town Board the Approval of the 3-Lot Cluster Division of the Klein Property, by Certified Survey Map, as Referred by the Board to the Plan Commission Following the March 13, 2024 Public Hearing for Plan Commission Review for Compliance with the Definition of Cluster Development per §110-5
4. Consider and Possibly Recommend to the Town Board the Approval of Three Separate Driveway Access Points to Serve the Three Proposed Residential Cluster Lots for Klein
5. Consultation for Neighbor Exchange Between Roth/Wyttenbach Involving Four Parcels, Three of Which are Defined by Pre-Ordinance Certified Survey Maps and One of Which is Defined by Metes and Bounds to be Recorded by Certified Survey Map with at Least One Lot Served by a Shared Access
6. Update on Public Facilities Planning from Vierbicher
7. Continue Discussion of a Portal to be Hosted on the Green County GIS Database
8. Continue Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access
9. Discussion of Comprehensive Plan implementation Actions
10. Inquiries
  - a) Vike-Steinich about Zentner Road development process
  - b) Inquiry from Exit Real Estate about Shotliff property
11. Update on Plan Commission Terms
12. Continue to Discuss Town Process for Development Potential Questions
13. 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: 03/15/2024

Revised and Reposted: 03.20.2024

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, FEBRUARY 15, 2024  
MINUTES

Members Attending: Chris Narveson: Chair; John Freitag, Craig Galhouse, and Robert Elkins

Absent: Reg Reis, John Ott, and Mark Pernitz

Also Attending: John Wright: Clerk-Treasurer; Jennifer and Matthew Klein (departed at 7:24 PM): applicants for land division; Sara Beth Hahner: Deputy Clerk-Treasurer; and Tim Schleeper: contract planner from Vierbicher

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:16 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes from December 21, 2023:** Motion to approve the meeting minutes from December 21, 2023, as presented, was made by Commissioner Galhouse; seconded by Commissioner Freitag. Motion carried 4-0.
3. **Review Certified Survey Map for Proposed 3-Lot Cluster Division of Approximately 42 acres of Land Located at N8250 Marty Road with Possible Recommendation to the Town Board** – Applicant Matthew Klein, N8250 Marty Road, stated that he and his wife Jennifer are seeking to subdivide their property by Certified Survey map (CSM) using the cluster division option. Contract planner Tim Schleeper stated that he reviewed the draft CSM that had been prepared by surveyor Kevin Pape; his letter to the Town includes a proposed draft motion to recommend to the Town Board for approval. Schleeper noted that the historical review of the property has been completed and did not reveal any restrictions. Schleeper noted that the draft CSM identifies areas of slopes greater than 20%. He recommends that the final CSM include notes about septic systems for each cluster envelope that has yet to be developed (proposed Lot 2 contains the existing home). A deed restriction should be prepared for the open space outside of the three proposed cluster envelopes and recorded at the same time as the CSM, if approved.

There followed a brief discussion regarding the initial review by the Wisconsin Department of Natural Resources of endangered species that may merit their further review or an incidental take permit. There can be no tree removal between April and May. It was noted that the elongation of the cluster envelope proposed for Lot 3 had the appearance of opposing the concept of clustering and the conservation of open space unless this was required to accommodate the existing topography of the property. Mr. Klein stated that he originally had configured the proposed lots to share a single access. He stated that he met with the Town Patrolperson, Ronald Roesslein to consider a separate access for Lot 3 (the proposed location for a new home for the Klein family). Klein's preference is for separate access points from Marty Road for each Lot; if granted, he would place all three mailboxes on a single post to reduce the stops for postal delivery.

It was noted that this proposed land division would not qualify for a detached cluster lot. There followed a brief discussion regarding the maximum slopes for a residential driveway. Long driveways may require an engineered plan. The distance between the proposed northern boundary of Lot 2 and the northern boundary for proposed Lot 3 is approximately 75' at the narrowest point. A preference was expressed by a member of the Plan Commission for the fewest number of access points which would require a shared driveway agreement be recorded for those with joint access. Because Marty Road is designated as a rustic road, the posted speed is 45 MPH.

A motion to recommend the to the Town Board the conditional approval of the land division by Certified Survey Map per the conditions identified by Tim Schleeper in his correspondence dated February 13, 2024 with clarification of shared or individual access and the enlargement of Lot 3 by the amount allowed by the open space available was made by Commissioner Galhouse; seconded by Commissioner Elkins. Motion carried 4-0. Without objection, a public hearing will be scheduled for Wednesday, March 13, 2024. The notice will be published and letters mailed to property owners within 600' of the entire property bounds.

## TOWN OF NEW GLARUS

4. **Update on Public Facilities Planning from Vierbicher** – Tim Schleeper reported that the Park Master Plan, when completed this summer, will be used as the basis for planning future public facilities, the location of cluster lots for sale, parking, etc. There was brief review of some visualizations for improving Hayes Lane, including relocating a cul-de-sac bulb to the north or east. Another option, not among the visualizations, would be to move the bulb to the west. The public input session for the Master Park Plan will be held at the New Glarus Town Hall on February 27, 2024. Information has been published in the Post Messenger Recorder and distributed via an insert in the Buyer's Guide.
5. **Continue Discussion of a Portal to be Hosted on the Green County GIS Database** – Commissioner Galhouse noted he shared an online resource with Tim Schleeper that is hosted on the Town of Springfield website of their development rights by color-coded map. Chair Narveson reported that he recently met with Rob Sommers, the Green County GIS Specialist. Galhouse recommended that the Town of New Glarus post a similar map with normal density calculations. If anyone wanted to know the potential by the cluster option, they could pay for a review by the Town of New Glarus Technical Review Committee. The packet materials included a custom GIS map that Clerk-Treasurer Wright created to illustrate contiguous acreage within the Town, by property owner, at date of ordinance. A key was included to identify the owners of property at the date of ordinance.
6. **Review Accessory Dwelling Units Presentation from UW Extension** – The materials from UWEX were those shared by Green County Board Supervisor Jody Hoesly with the Green County Board. The presentation offers solutions to current shortages in available housing in the form of Accessory Dwelling Units (ADUs) that could be within, attached or detached from the main residence on a single parcel. Green County Planning and Zoning would need to decide to add this as an option to their code before other member municipalities within their authority could consider locally. There followed a brief discussion of how this option could affect development density and open space restrictions within the Town of New Glarus.
7. **Continued Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** – Without objection, further discussion will be deferred until the March meeting when more members will be in attendance.
8. **Inquiries – Development Potential of Randall Shotliff Property with Duplexes or Single-Family Dwellings** – Clerk-Treasurer Wright presented an inquiry and his response regarding land division options for property owned by Randall Shotliff that he received from Lexie Harris with Exit Professional Real Estate.
9. **Continue to Discuss Town Process for Development Potential Questions** – Without objection, this item will be deferred until the March meeting.
10. **Adjourn**  
Motion to adjourn by Commissioner Freitag; seconded by Commissioner Galhouse. Motion carried 6-0 at 8:07 PM. The next meeting will be held on March 21, 2024 at 6:00 PM.

Approved:

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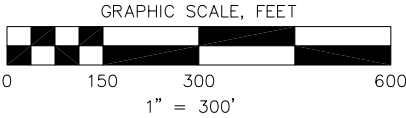
John Wright, Clerk-Treasurer

# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

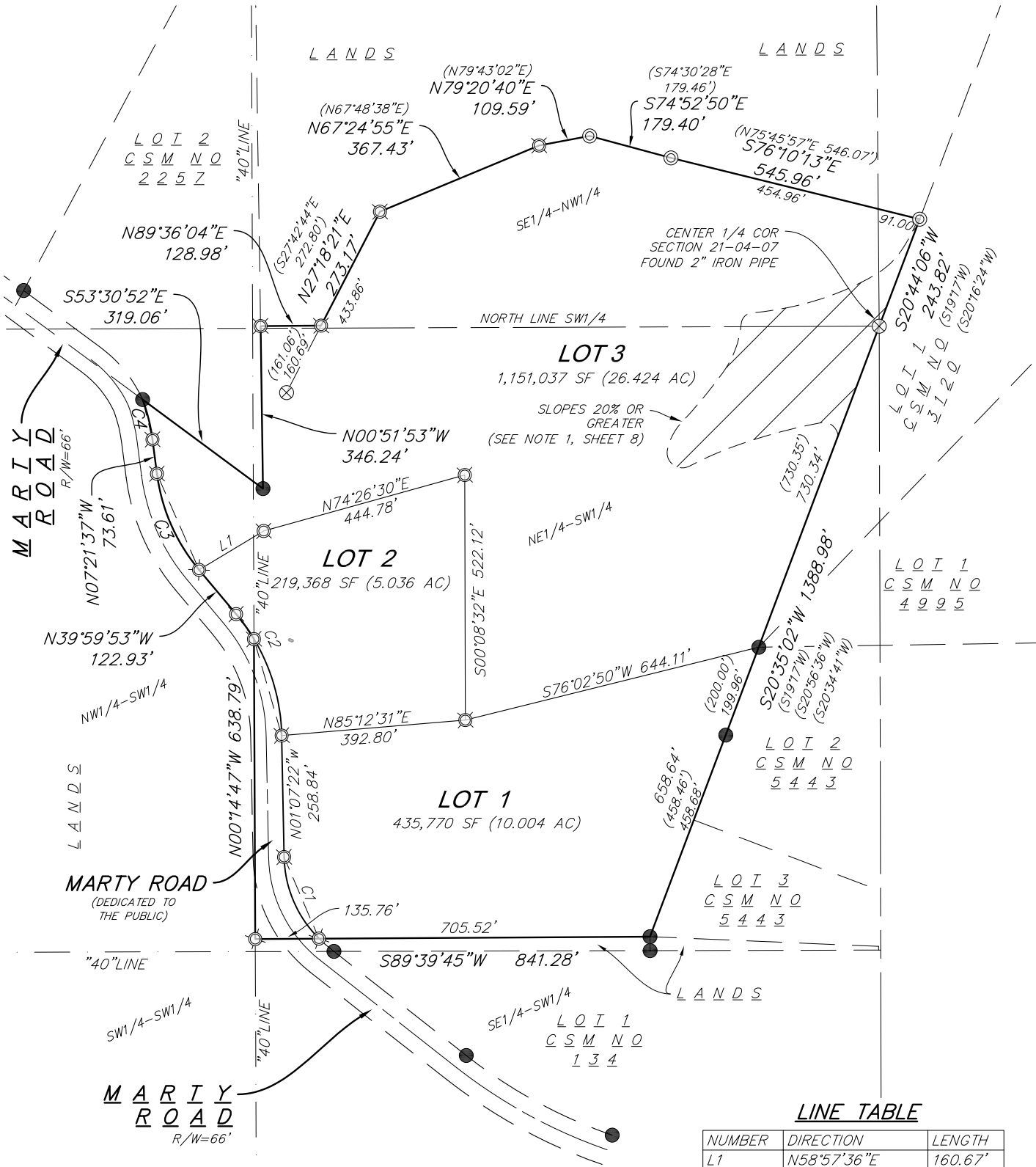


BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, THE EAST LINE OF THE NW 1/4 OF SECTION 21-04-07 MEASURED AS BEARING N00°27'57"W



### SURVEY LEGEND

- FOUND 3/4" Ø IRON ROD
- ⊗ FOUND 2" Ø IRON PIPE
- ⊙ FOUND 1" Ø IRON PIPE
- ⊗ SET 3/4" X 18" Ø SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
- ( ) RECORDED AS INFORMATION



### LINE TABLE

NUMBER	DIRECTION	LENGTH
L1	N58°57'36"E	160.67'

14 Mar 2024 - 10:16a M:\Klein, Matt\230385\_Marty Road, Town of New Glarus\CADD\230385 - CSM.dwg by: kpap

**vierbicher**  
planners | engineers | advisors



Job #: 230385  
Date: 01/19/2024  
Rev: 03/14/2024  
Drafted By: KPAP  
Checked By: KPAP

SURVEYED FOR:  
MATT AND JENNIFER  
KLEIN  
1991 SPRING ROSE RD  
VERONA, WI 53593

SURVEYED BY:  
Vierbicher Associates, Inc.  
999 Fourier Drive  
Suite 201  
Madison, WI 53717  
(608) 826-0532

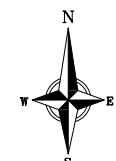
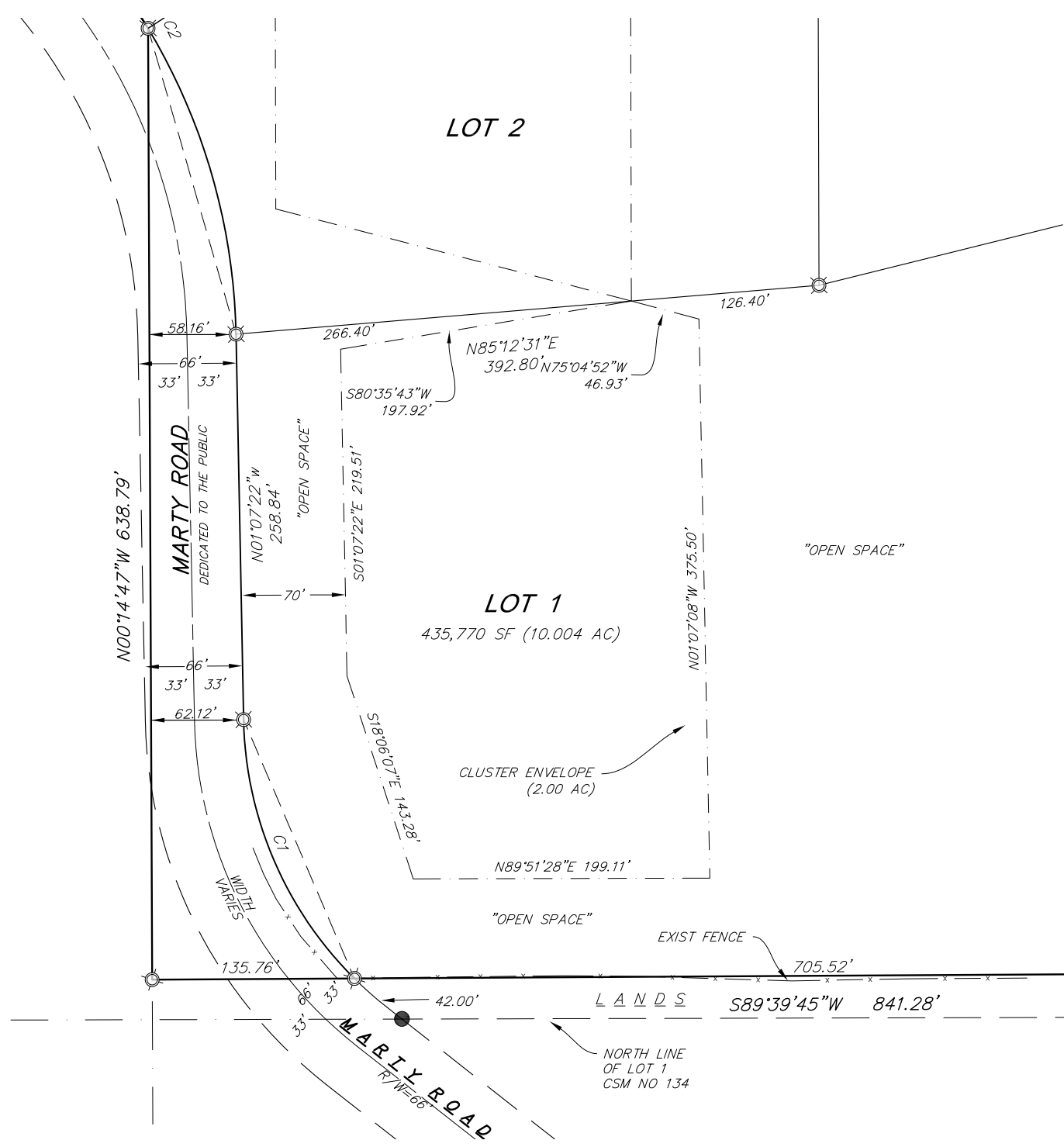
**SHEET**  
**1 OF 9**

# CERTIFIED SURVEY MAP No. \_\_\_\_\_

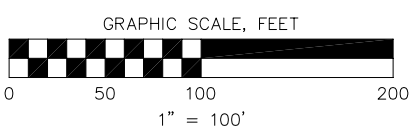
LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

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M:\Klein, Matt\230385\_8250 Marty Road, Town of New Glarus\CADD\230385 - CSM.dwg by: kpap 14 Mar 2024 - 5:20p



BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, THE EAST LINE OF THE NW 1/4 OF SECTION 21-04-07 MEASURED AS BEARING N00°27'57\"/>



- SURVEY LEGEND**
- FOUND 3/4" Ø IRON ROD
  - ⊗ FOUND 2" Ø IRON PIPE
  - ⊙ FOUND 1" Ø IRON PIPE
  - ⊗ SET 3/4" X 18" Ø SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
  - ( ) RECORDED AS INFORMATION

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Job #: 230385  
Date: 01/19/2024  
Rev: 03/14/2024  
Drafted By: KPAP  
Checked By: KPAP

**SURVEYED FOR:**  
MATT AND JENNIFER  
KLEIN  
1991 SPRING ROSE RD  
VERONA, WI 53593

**SURVEYED BY:**  
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(608) 826-0532

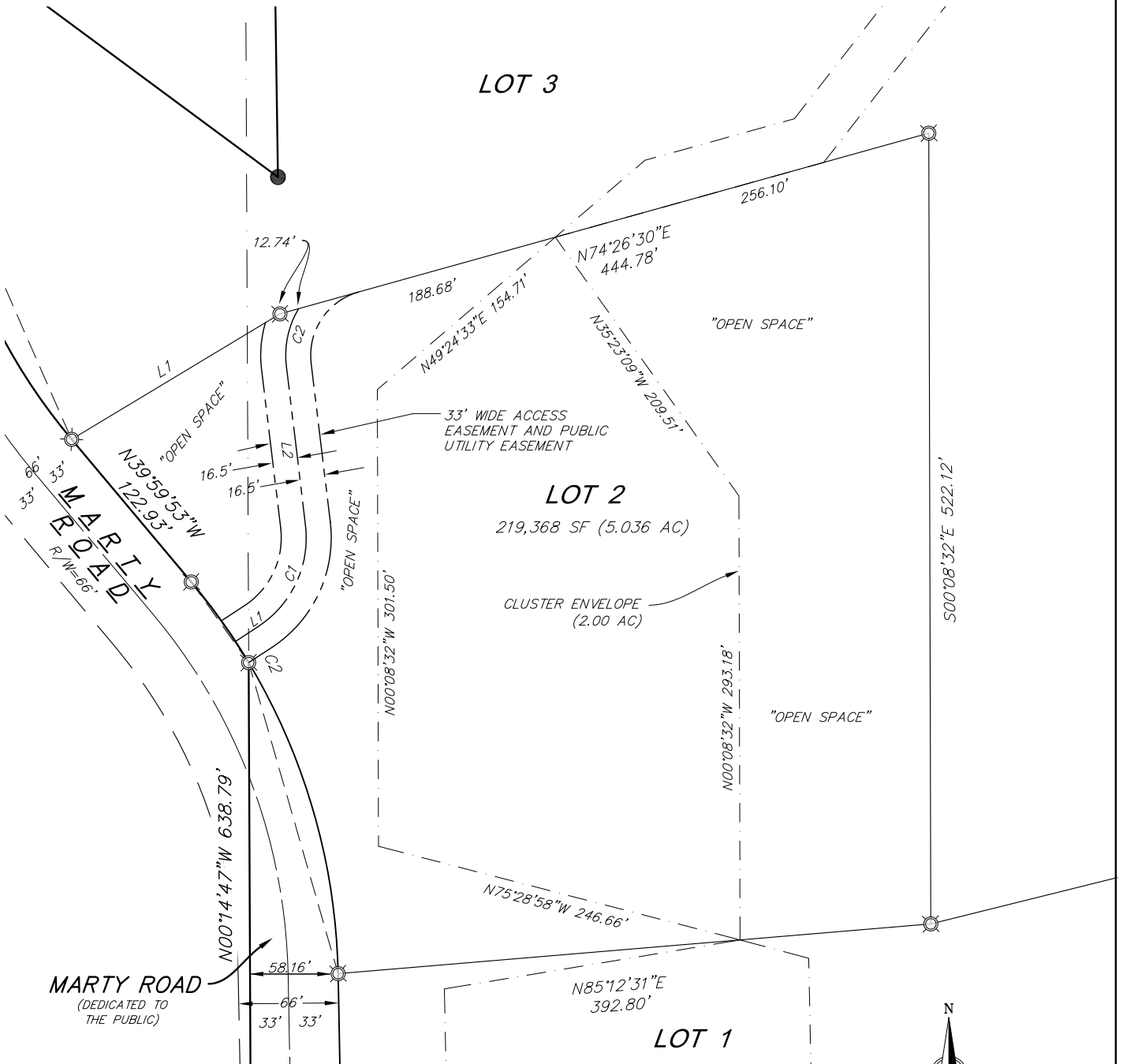
**SHEET**  
**2 OF 9**

# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

## SURVEY LEGEND

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- ⊙ FOUND 1" Ø IRON PIPE
- ⊗ SET 3/4" X 18" Ø SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
- ( ) RECORDED AS INFORMATION



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M:\Klein, Matt\230385\_8250 Marty Road, Town of New Glarus\CADD\230385 - CS.M.dwg by: kpap

14 Mar 2024 - 5:20p

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Job #: 230385  
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Drafted By: KPAP  
Checked By: KPAP

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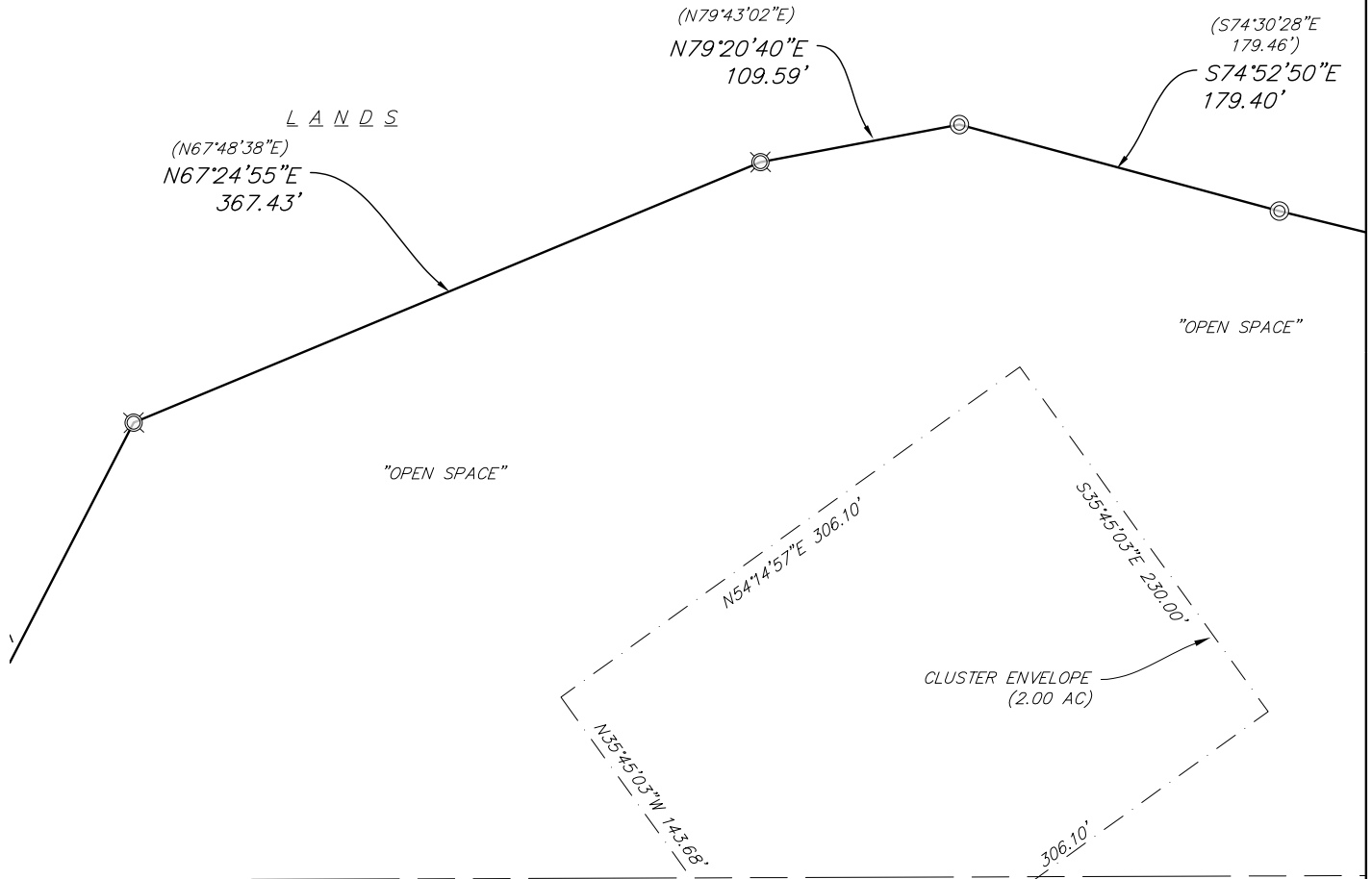
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Madison, WI 53717  
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**SHEET**  
**3 OF 9**

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# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.



NORTH LINE SW1/4

### SURVEY LEGEND

- FOUND 3/4"  $\phi$  IRON ROD
- ⊗ FOUND 2"  $\phi$  IRON PIPE
- ⊙ FOUND 1"  $\phi$  IRON PIPE
- ⊕ SET 3/4" X 18"  $\phi$  SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
- ( ) RECORDED AS INFORMATION

**LOT 3**

1,151,037 SF (26.424 AC)

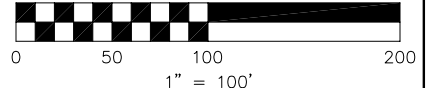
**LOT 2**

SLOPES 20% OR GREATER



BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, THE EAST LINE OF THE NW 1/4 OF SECTION 21-04-07 MEASURED AS BEARING N00°27'57"W

GRAPHIC SCALE, FEET



19 Mar 2024 - 3:10p M:\Klein, Matt\230385\_8250 Marly Road, Town of New Glarus\CADD\230385 - CSM.dwg by: kpap

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Job #: 230385  
 Date: 01/19/2024  
 Rev: 03/19/2024  
 Drafted By: KPAP  
 Checked By: KPAP

SURVEYED FOR:  
 MATT AND JENNIFER  
 KLEIN  
 1991 SPRING ROSE RD  
 VERONA, WI 53593

SURVEYED BY:  
 Vierbicher Associates, Inc.  
 999 Fourier Drive  
 Suite 201  
 Madison, WI 53717  
 (608) 826-0532

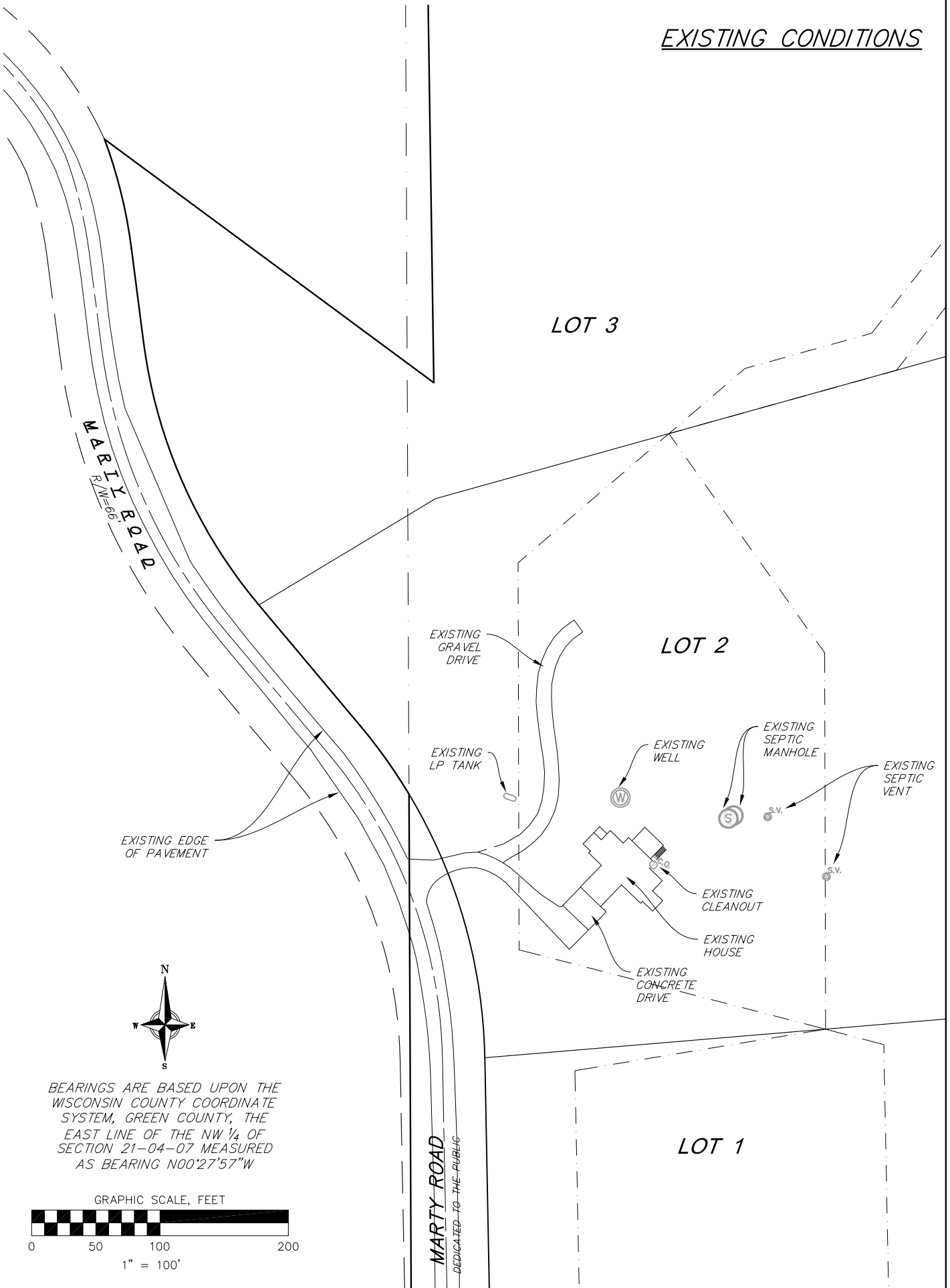
**SHEET**  
**4 OF 9**

# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

## EXISTING CONDITIONS

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Rev: 03/14/2024  
Drafted By: KPAP  
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**SHEET**  
**5 OF 9**



# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

## SECTION TIE DETAIL

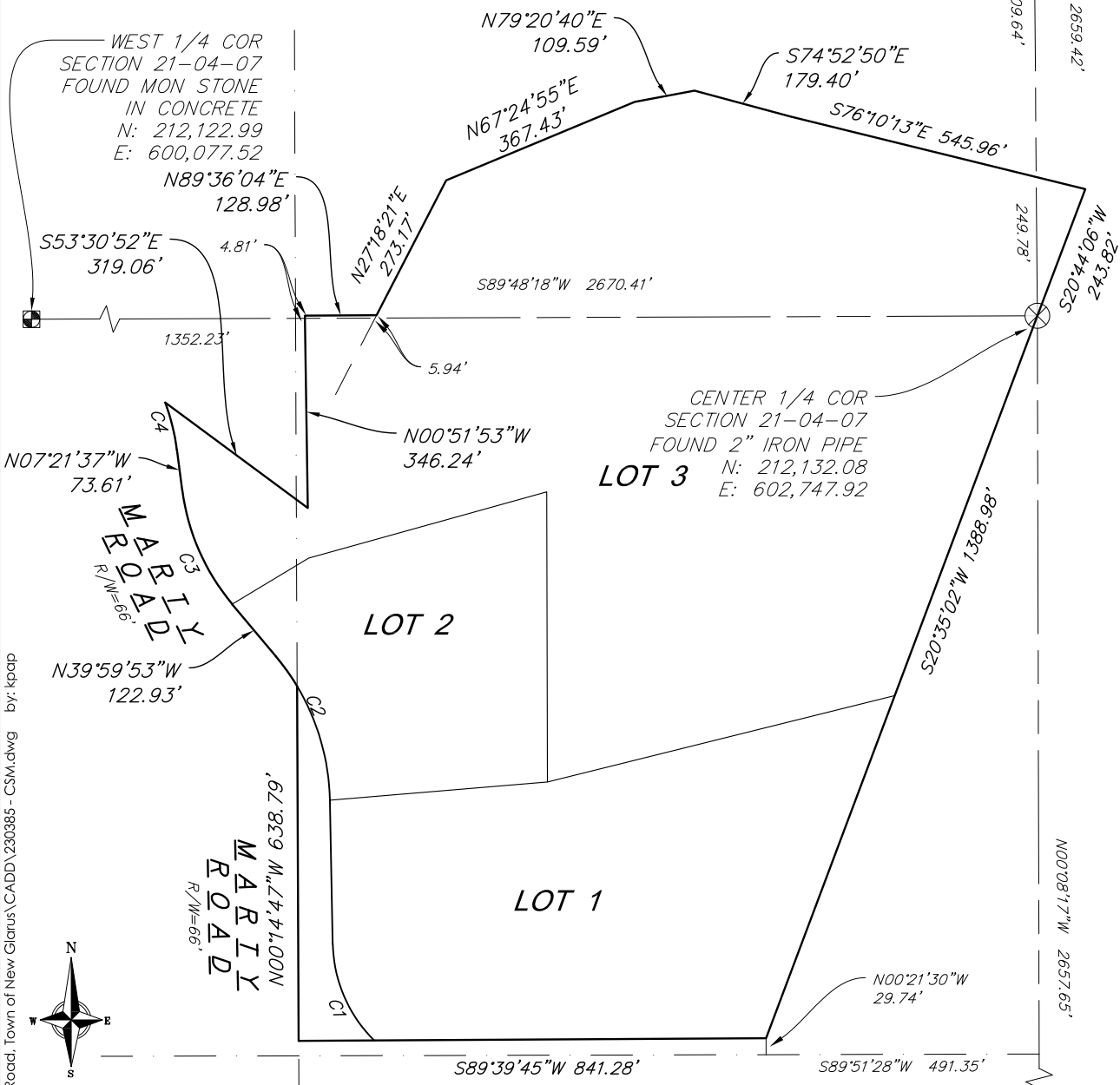
(NOT TO SCALE)

NORTH 1/4 COR  
SECTION 21-04-07  
FOUND ALUM MON  
N: 214,791.42  
E: 602,726.29

WEST 1/4 COR  
SECTION 21-04-07  
FOUND MON STONE  
IN CONCRETE  
N: 212,122.99  
E: 600,077.52

CENTER 1/4 COR  
SECTION 21-04-07  
FOUND 2" IRON PIPE  
LOT 3  
N: 212,132.08  
E: 602,747.92

SOUTH 1/4 COR  
SECTION 21-04-07  
FOUND ALUM MON  
N: 209,474.44  
E: 602,754.32



BEARINGS ARE BASED UPON THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, THE EAST LINE OF THE NW 1/4 OF SECTION 21-04-07 MEASURED AS BEARING N00°27'57" W

### CURVE DATA

NUMBER	CENTRAL ANGLE	RADIUS	ARC	CHORD BEARING	CHORD	TANGENT BEARING
C1	44°05'02"	251.89'	193.83'	N 23°10'03" W	189.08'	IN - N 45°12'44" W
C2	38°52'31"	415.00'	281.58'	N 20°33'37" W	276.21'	
LOT 2 R/W	29°50'12"	415.00'	216.11'	N 16°02'28" W	213.68'	OUT - N 30°57'34" W
EXT BNDY	09°02'19"	415.00'	65.47'	N 35°28'43" W	65.40'	
C3	32°38'15"	398.00'	226.71'	N 23°40'45" W	223.66'	
C4	13°03'55"	385.00'	87.79'	N 13°50'55" W	87.60'	OUT - N 20°22'53" W

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# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, Kevin J. Pape, Professional Land Surveyor No., S-2568, do hereby certify that this Certified Survey Map is in full compliance with Chapter 236.34 of the Wisconsin State Statutes, Chapter A-E7 of the Wisconsin Administrative Code, Chapter 110 of the Town of New Glarus Code, and the Village of New Glarus subdivision regulations – to the extent required by law; and under the direction of the Owner listed heron, I have surveyed, divided and mapped the lands described herein and that said map is a correct representation of the exterior boundaries and division of the land surveyed.

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

## **DRAFT**

Kevin J. Pape, WI PLS No. S-2568  
Vierbicher Associates, Inc

## DESCRIPTION

Being located in the SE1/4 of the NW1/4, the SW1/4 of the NE1/4, and the NE1/4 and NW1/4 of the SW1/4 of Section 21, T4N, R7E, Town of New Glarus, Green County, Wisconsin, described as follows: Commencing at the south quarter corner of said Section 21; thence N00°08'17"W, 1328.82 feet along the east line of the southwest quarter of said Section 21; thence S89°51'28"W, 491.35 feet; thence N00°21'30"W, 29.74 feet to the southwest corner of Lot 3, Certified Survey Map No. 5443 and the point of beginning; thence S89°39'45"W, 841.28 feet; thence N00°14'47"W, 638.79 feet along the west line of the NE1/4 of the SW1/4 of said Section 21 to a point on the northeasterly right-of-way line of Marty Road and point of curve; thence northwesterly on a curve to the left which has a radius of 415.00 feet and a chord which bears N35°28'43"W, 65.40 feet; thence N39°59'53"W, 122.93 feet along said northeasterly right-of-way line to a point of curve; thence northwesterly along said northeasterly right-of-way line on a curve to the right which has a radius of 398.00 feet and a chord which bears N23°40'45"W, 223.66 feet; thence N07°21'37"W, 73.61 feet along said northeasterly right-of-way line to a point of curve; thence northwesterly along said northeasterly right-of-way line on a curve to the left which has a radius of 385.00 feet and a chord which bears N13°50'55"W, 87.60 feet; thence S53°30'52"E, 319.06 feet; thence N00°51'53"W, 346.24 feet; thence N89°36'04"E, 128.98 feet; thence N27°18'21"E, 273.17 feet; thence N67°24'55"E, 367.43 feet; thence N79°20'40"E, 109.59 feet; thence S74°52'50"E, 179.40 feet; thence S76°10'13"E, 545.96 feet to a point on the northwesterly line of Certified Survey Map No. 3120; thence S20°44'06"W, 243.82 feet along said northwesterly line to the center quarter corner of said Section 21; thence S20°35'02"W, 1388.98 feet along said northwesterly line Lot 1 and the northwesterly line of Lots 2 and 3, Certified Survey Map No. 5443 to the southwest corner of said Lot 3 and the point of beginning. Contains 1,844,627 SF (42.347 AC).

## NOTES:

1. Aside from the removal of dead or dying trees, there shall be no disturbance within slopes of 20% or grater marked on this CSM.
2. Through Section 823.08 of Wisconsin Statutes, the Wisconsin Legislature has adopted a right-to-farm law. This statute limits the remedies of owners of later established residential property to seek changes to preexisting agricultural practices in the vicinity of the residential property. Active agricultural operations are now taking place and may continue in the vicinity of this CSM. These active agricultural operations may produce noises, odors, dust, machinery traffic, or other conditions during all hours of the day an night.

M:\Klein, Matt\230385\_8250 Marty Road, Town of New Glarus\CADD\230385 - CSM.dwg by: kpap 14 Mar 2024 - 10:58a

**vierbicher**  
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Job #: 230385  
Date: 01/19/2024  
Rev: 03/14/2024  
Drafted By: KPAP  
Checked By: KPAP

SURVEYED FOR:  
MATT AND JENNIFER  
KLEIN  
1991 SPRING ROSE RD  
VERONA, WI 53593

SURVEYED BY:  
Vierbicher Associates, Inc.  
999 Fourier Drive  
Suite 201  
Madison, WI 53717  
(608) 826-0532

**SHEET**  
**8 OF 9**

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# CERTIFIED SURVEY MAP No. \_\_\_\_\_

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

## TOWN OF NEW GLARUS APPROVAL

Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
per the Town of New Glarus.

\_\_\_\_\_  
Chris Narveson, Town Chair

## VILLAGE OF NEW GLARUS EXTRATERRITORIAL APPROVAL

Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
per the Village of New Glarus.

\_\_\_\_\_  
Kelsey Jensen, Clerk/Treasurer

## GREEN COUNTY APPROVAL

Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
per the Green County Zoning Committee.

\_\_\_\_\_  
Adam Wiegel, Zoning Administrator

## REGISTER OF DEEDS CERTIFICATE

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

at \_\_\_\_\_ o'clock \_\_\_\_\_m. and recorded in Volume \_\_\_\_\_ of Certified

Survey Maps on pages \_\_\_\_\_, as Doc. No. \_\_\_\_\_.

\_\_\_\_\_  
Cynthia Meudt, Green County Register of Deeds

M:\Klein, Matt\230385\_Matt\230385 - CSM.dwg by: kpap 14 Mar 2024 - 10:59a

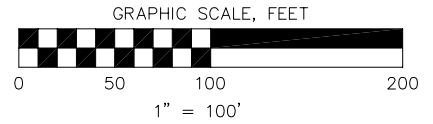


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# DRIVEWAY LOCATION EXHIBIT

LOCATED IN THE SE1/4 OF THE NW1/4, THE SW1/4 OF THE NE1/4, AND THE NE1/4 AND NW1/4 OF THE SW1/4 OF SECTION 21, T4N, R7E, TOWN OF NEW GLARUS, GREEN COUNTY, WISCONSIN.

LOT 2  
CSM NO  
225Z



NOTE:  
DRIVEWAY LOCATIONS WERE DETERMINED BY TOWN PATROLMAN ON 2/20/24 AND MEET THE TOWN OF NEW GLARUS MINIMUM SIGHT DISTANCE REQUIREMENT.

LOT 3

MARTY ROAD  
LANDS  
R/W=66'

EXISTING EDGE OF PAVEMENT

ACCEPTABLE LOT 3 DRIVEWAY LOCATION

EXISTING ASPHALT DRIVE - TO REMAIN IN PLACE

LOT 1 DRIVEWAY CAN BE LOCATED IN THIS 67' WIDE AREA

EXISTING GRAVEL DRIVE

EXISTING LP TANK

MARTY ROAD  
DEDICATED TO THE PUBLIC  
196'

LOT 2

EXISTING WELL

EXISTING SEPTIC MANHOLE

EXISTING SEPTIC VENT

S.V.

S.V.

S.V.

S.V.

EXISTING CLEANOUT

EXISTING HOUSE

EXISTING CONCRETE DRIVE

LOT 1

20 Feb 2024 - 4:20p M:\Klein, Matt\230385\_8250 Marty Road, Town of New Glarus\CADD\230385 - CSM.dwg by: kpap

**vierbicher**  
planners | engineers | advisors



Job #: 230385  
Date: 02/20/2024  
Rev:  
Drafted By: KPAP  
Checked By: KPAP

SURVEYED FOR:  
MATT AND JENNIFER  
KLEIN  
1991 SPRING ROSE RD  
VERONA, WI 53593

SURVEYED BY:  
Vierbicher Associates, Inc.  
999 Fourier Drive  
Suite 201  
Madison, WI 53717  
(608) 826-0532

**SHEET**  
**1 OF 1**

## Clerk Treasurer

---

**From:** Robert Talarczyk <bob@talarczyksurveys.com>  
**Sent:** Tuesday, February 20, 2024 4:09 PM  
**To:** tsch@vierbicher.com; Clerk Treasurer  
**Cc:** Chris Narveson; Drake Daily; mwytten22@gmail.com; rothfamilytp@yahoo.com  
**Subject:** Wyttenbach/Roth Lot Reconfiguration  
**Attachments:** Wyttenbach-Roth.pdf; CSMs.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Tim and John,

Mike Wyttenbach and Terry Roth each own two parcels of land off of Valley View Road that they would like to reconfigure. Mike owns parcel 2302402041000, on which his residence sits and Lot 1 of CSM 1181, attached, which was created in 1991. Terry owns Lots 1 and 2 of CSM 343, created in 1978, except Lot 1 of CSM 1181, which was taken out of CSM CSM 343.

Terry wants to convey part of Lot 2 of CSM 343 to Mike, and then combine what's left of Lot 2 with his Lot 1, which would be fusing his two parcels into one. Mike wants to extend his house lot South into Lot 1 of CSM 1181 to the Southern end of his blacktop, so his residence lot would include his house and his shed. What's leftover of Lot 1, CSM 1181 plus most of the land he's getting from Terry would create his revised second lot. Mike would start with two parcels and end with two parcels.

I know it's a bit confusing, so I've attached a pdf, titled Wyttenbach-Roth, which hopefully helps explain. The first page highlights the extents of the Roth parcels and the Wyttenbach parcels. The second page shows the three resultant lots after the swapping. I've also attached the CSMs.

My take on this is that it's 1.) a conveyance of land between adjoining landowners, and 2.) a reconfiguration of existing lots without the creation of additional lots.

Let me know your take on it and if you think it warrants going through the plan commission.

Thanks.

### Bob Talarczyk

*Professional Land Surveyor*

### Talarczyk Land Surveys

517 2nd Avenue

New Glarus, WI 53574

608.527.5216 office

[bob@talarczyksurveys.com](mailto:bob@talarczyksurveys.com)

[www.talarczyksurveys.com](http://www.talarczyksurveys.com)

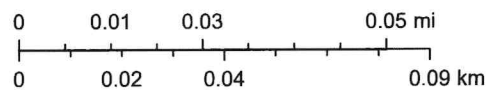
# Green County Map



2/20/2024, 3:24:38 PM

1:2,257

- |                       |                              |
|-----------------------|------------------------------|
| <b>Local Roads</b>    | <b>Highways</b>              |
| — Other Road Class    | — Other Road Class           |
| — State Hwy           | — State Hwy                  |
| — County Hwy          | — County Hwy                 |
| — Town Road           | — Railroads and State Trails |
| — Village/City Street | □ Parcels                    |
|                       | □ Municipal Boundaries       |



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyreisen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau,

Green County assumes no responsibility for improper use; the information provided is not guaranteed for accuracy, nor substitutes for professional legal advice. All warranties are disclaimed.

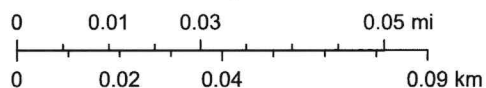
# Green County Map



2/20/2024, 3:24:38 PM

1:2,257

- |                     |                            |
|---------------------|----------------------------|
| Local Roads         | Highways                   |
| Other Road Class    | Other Road Class           |
| State Hwy           | State Hwy                  |
| County Hwy          | County Hwy                 |
| Town Road           | Railroads and State Trails |
| Village/City Street | Parcels                    |
|                     | Municipal Boundaries       |



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau,



# CERTIFIED SURVEY MAP NO. 343

That part of the Southeast 1/4 of the Southeast 1/4 of Section 26, Town 4 North, Range 7 East, Green County, Wisconsin, bounded and described as follows

Commencing at the Southeast corner of said Section 26; thence North along the East line of Section 26, 1357.24 ft. to the Northeast corner of the Southeast 1/4 of the Southeast 1/4 of Section 26; thence N89°35'47"W along the North line of the Southeast 1/4 of the Southeast 1/4 of Section 26, 696.99 ft. to the true point of beginning of the lands being described; thence N89°35'47"W, 33.22 ft.; thence S1°28'42"E, 185.02 ft.; thence N89°35'47"W, 545.13 ft.; thence N1°18'37"W, 185.00 ft.; thence N89°35'47"W, 62.24 ft. to the Northwest corner of the Southeast 1/4 of the Southeast 1/4 of Section 26; thence S0°01'42"E, 674.50 ft. to the Southwest corner of the Northwest 1/4 of the Southeast 1/4 of the Southeast 1/4 of Section 26; thence S89°25'11"E along the South line of the Northwest 1/4 of the Southeast 1/4 of the Southeast 1/4 of Section 26, 656.80 ft.; thence N1°26'43"W, 676.85 ft. to the point of beginning and subject to public road right-of-way as shown.

I hereby certify that this Survey is in compliance with Chapter 236.34 of the Wisconsin Statutes.

I hereby certify that I have surveyed and mapped the lands described hereon and that this map is a correct representation in accordance with the information furnished.

4-20-78

*Richard D. Talarczyk*  
Richard D. Talarczyk

SURVEYED FOR: Terry Roth  
419 - 2nd St.  
New Glarus, Wisc. 53574  
(608) 527-2180

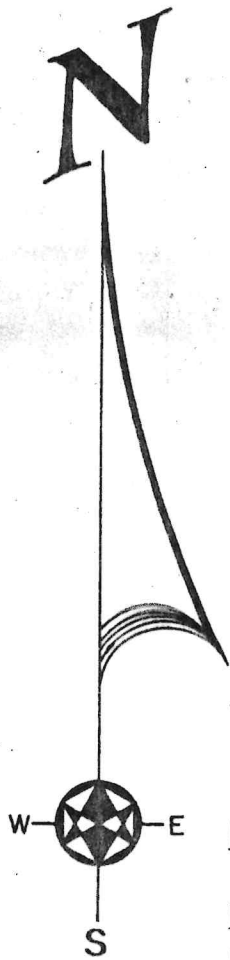
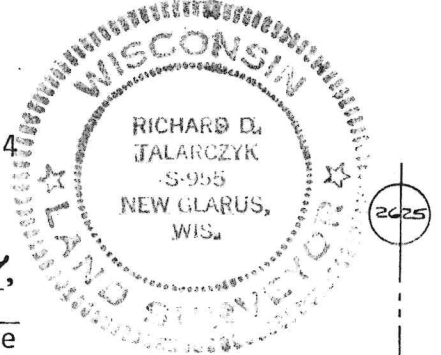
NOTE: Bearings referenced to East line of SE 1/4 of Section 26 which was assumed North.

REGISTER OF DEEDS CERTIFICATE:

Received for record this 20 day of Apr., 1978, at 4:45 o'clock P.M., and recorded in Volume 1 of CERTIFIED SURVEY MAPS of Green County, on Page 354.

*Ann Bratke*  
Register of Deeds

R.O.W. AS PREV. ESTABLISHED  
1/16 SECTION LINE



### INTERIOR ANGLES

- ① 90°09'42"
- ② 89°48'19"
- ③ 271°52'55"
- ④ 268°17'10"
- ⑤ 90°01'36"
- ⑥ 91°15'19"
- ⑦ 90°36'31"
- ⑧ 87°58'28"

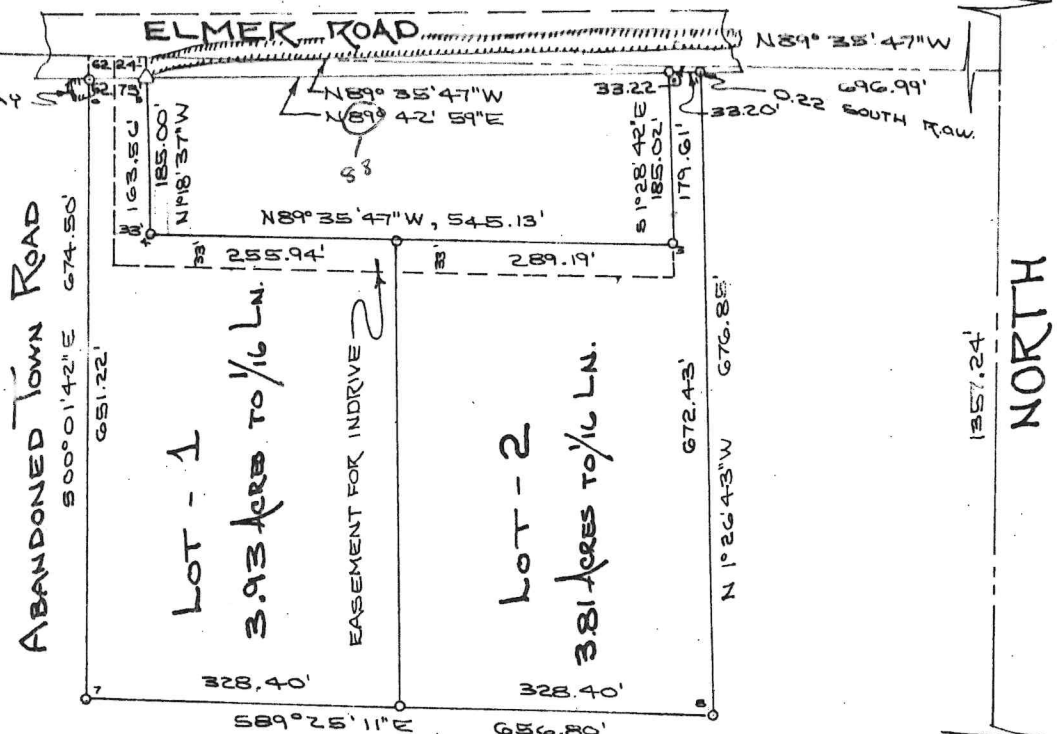
### LEGEND

- 1" Round Iron Pipe found.
- △ 1/2" Round Iron Pipe found.
- 3/4" x 24" Round Iron Rod Set, Weigh. 1.50 Lbs./Lineal Ft.

⊕ Cast Aluminum Monument found.

NOTE: This Certified Survey Map replaces C.S.M. #332 recorded March 10, 1978, in Volume 1 of Certified Survey Maps of Green County, on Page 342.

S.E. CORNER SECTION 26



TALARCYK & ASSOC., INC.

Rt. 1 Box 19A  
NEW GLARUS, WI 53574

Phone 608/527-5216

BOOK 21 PAGE 24  
JOB NO. 25177-A  
CHECKED RVT  
DRAWN BY JSP

SCALE: 1" = 200'

255794

P. 354

# CERTIFIED SURVEY MAP NO. 1181

That part of Lot 2 of Green Co. Certified Survey Map No. 343 in the SE 1/4 of the SE 1/4 of Sec. 26, T4N, R7E, Township of New Glarus, Green Co., Wis., bounded and described as follows:

Commencing at the SE cor. of said Sec. 26; thence North along the E. line of Sec. 26, 1357.24' to the NE cor. of the SE 1/4 of the SE 1/4 of Sec. 26; thence N89°35'47"W along the N. line of the SE 1/4 of the SE 1/4 of Sec. 26, 696.99' to the true point of beginning; thence N89°35'47"W, 33.22'; thence S1°28'42"E, 185.02'; thence N89°35'47"W, 110.00'; thence S1°28'42"E, 250.00'; thence S89°35'47"E, 142.97'; thence N1°26'43"W, 435.01' to the point of beginning; subject to a public road right-of-way over the Northerly portion thereof as shown and to any and all other easements of record.

I hereby certify that this Survey is in compliance with Chapter 236.34 of the Wisconsin Statutes, 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 13, 1991

*Richard D. Talarczyk*  
Richard D. Talarczyk

REGISTER OF DEEDS CERTIFICATE:

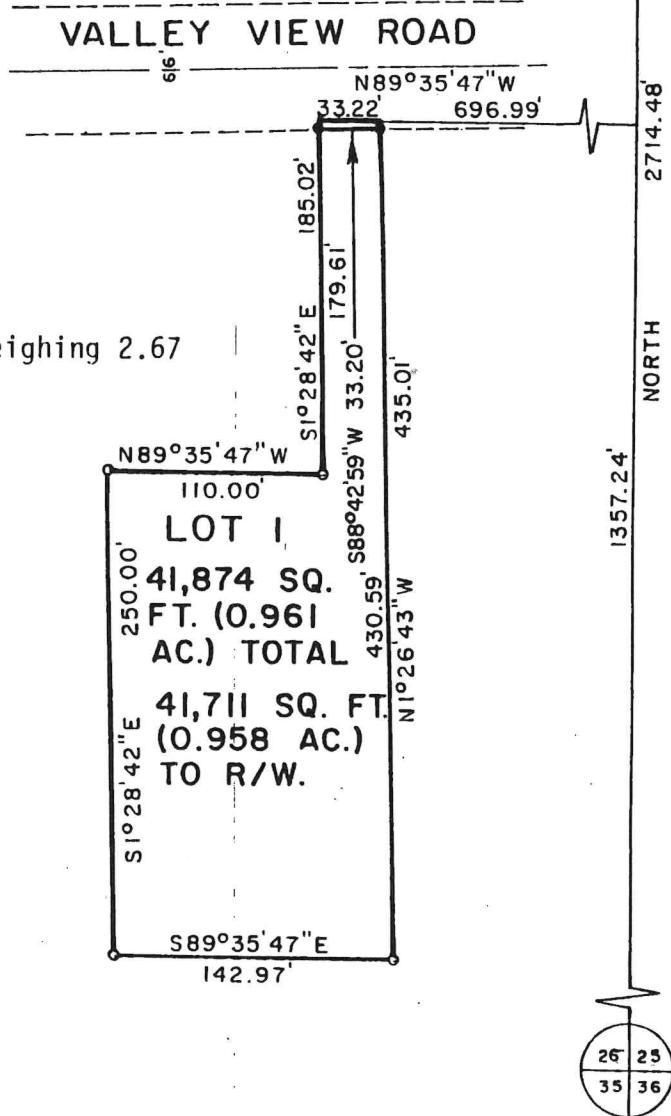
Received for record this 15<sup>th</sup> day of May, 1991, at 8:45 o'clock A.M., and recorded in Volume 4 of Certified Survey Maps of Green County, on Page 33.

*Marilyn Neuenachwander*  
Register of Deeds



NOTE:

Bearings are referenced to the East line of the SE 1/4 of Section 26, which was assumed to bear NORTH.



LEGEND:



Cast Aluminum monument found.

- 1" round Iron pipe found.
- 1" X 24" solid round Iron rod set, weighing 2.67 pounds per lineal foot.

PREPARED FOR:

Wayne Klosterman  
N 7760 Valley View Road  
New Glarus, WI. 53574  
(608) 527-5699



Page 33



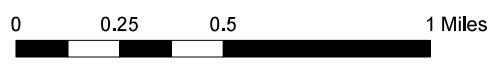
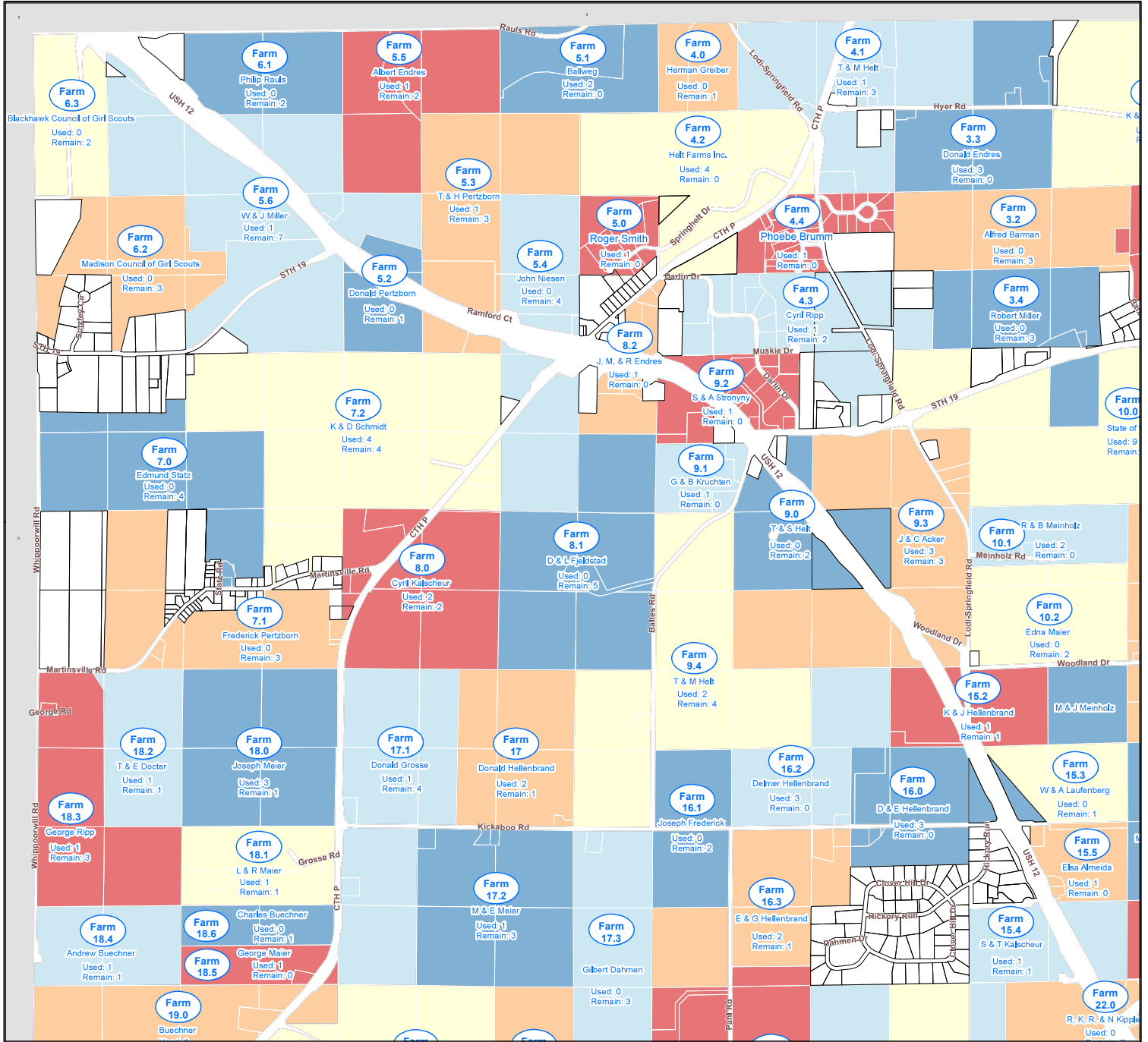
**TALARCZYK & ASSOC. INC.**

W5105 Kubly Road  
P. O. Box 235  
NEW GLARUS, WI 53574  
Phone 608/527-5216

BOOK 35 PAGE 68  
JOB NO. 91037  
CHECKED BY APX  
DRAWN BY APX

SCALE: 1" = 100'

# Used and Remaining Development Rights by April 1979 35+ Acre Farm Northwest Quadrant



Date: 8/1/2023

- [color parcels] April 1979 35+ Acre Farm Per Rockford Maps
- [white parcels] Public rights-of-way or not part of a 35+ Acre Farm in April 1979
- ### Assigned Farm Number
- Name Last Name of 1979 Farm Owner
- Used: # # of Dwelling Units Built Since 1979
- Remain: # # of Remaining Dwelling Units in 1979 Farm Area per Town's "1 per 35" Density Policy
- 2022 Tax Parcel Lines in 1979 Farm Areas
- 2022 Tax Parcels in Sub-35 Acre 1979 Areas
- August 2023 City/Village Limits

**Purpose and Density Policy:** This map is intended to help guide property owner, planning, and development decisions. The Town per its Comprehensive Plan generally limits new development to a density of one dwelling unit per 35 acres held in single ownership as of April 16, 1979. A single-family residence built since April 1979 counts as one dwelling unit, a duplex as two dwelling units, and certain non-residential uses as dwelling unit equivalents using criteria in Figure 15 of the Town Plan. The Town's Transfer of Development Rights program may allow greater or fewer dwelling units.

**Farm Parcel Changes Since 1979:** This map does not attempt to allocate remaining dwelling units where there have been changes and reconfigurations in parcel ownership since April 16, 1979. Landowners are encouraged to make clear in recorded documentation, such as a sales contract or warranty deed, how many potential future dwelling units are being transferred or retained when selling parcels of land over 35 acres. When land sales of more than 35 acres occur after April 16, 1979 without clear documentation, the Town will generally allocate any remaining dwelling units among current owners of the April 16, 1979 farm proportionally to the amount of land owned.

**Disclaimer:** The Town prepared this map using a variety of data sources, careful technical analysis, and review of a Density Study Committee. Further information and more detailed analysis later may reveal that more or fewer dwelling units remain in each 1979 Farm Area than represented on this map. The Town is prepared to make amendments in response to new or better information. Please contact the Town Clerk for the procedure to request further analysis or amendments. The Town also intends to verify the accuracy of applicable information on this map in response to each rezoning or land division proposal that would result in new dwelling units or equivalent non-residential uses within a 1979 Farm Area.

TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, MARCH 18, 2021  
AGENDA AND MINUTES

\*\*\*Meeting minutes presented in **bold type** for each agenda item\*\*\*

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

LOCATION: Plan Commission meetings will take place via Zoom until further notice due to risks associated with COVID-19.

Zoom Meeting  
Meeting ID: 998 4822 3424  
Password: 347806

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

DATE: Thursday, March 18, 2021  
TIME: 7:00 p.m.

**Attending in person: John Ott**  
**Ron Roesslein**  
**Craig Galhouse**  
**Chris Narveson**  
**Bob Talarczyk (zoom)**  
**Mark Pernitz (zoom)**  
**John Freitag (zoom)**  
**Tim Schleeper (zoom)**  
**Mike Wiegel (zoom)**  
**Mark Hanson (zoom)**  
**Jim Hoesly (zoom)**  
**Reg Reis (zoom)**

AGENDA

- 1) Call to Order: **Meeting called to order at 7:01 pm by C. Narveson**
- 2) Proof of Posting: **C. Narveson attested to proof of posting**
- 3) Approve Minutes
  - a) February 18, 2021: **J. Freitag motioned to approve minutes from February 18, 2021 meeting, second by Mark Motion carries.**
- 4) Public Comments:
  - a) **Committee should be able to fully meet in person in April.**
- 5) Discuss Hefty proposed land division
  - a) **Tim Schleeper presented the findings for land division of the Hefty parcel**
  - b) **Bob Talarczyk indicated the owner has been in touch with the DNR regarding the driveway and crossing the creek.**
  - c) **Bob will be back at the next plan commission meeting. Town will review the CSM for conformance with the Town Ordinance in the interim.**

- 6) Discuss Wiegel variance request
  - a) **Mike and his wife have owned for 20+years.**
  - b) **The property sits between Hoesly's and Gruter's**
  - c) **Schleeper explained the premise for the letter written to the Plan Commission.**
  - d) **Under the current land use plan, the site is not developable as a residential parcel and the Plan Commission determined there was no standing for a variance.**

**7) Discuss draft field drive ordinance**

- a) **Ron Roesslein discussed the issues the Town has seen recently**
  - b) **This is mainly an issue in areas where the ditch is shallow and there aren't fences along the R/W**
  - c) **T. Schleeper mentioned that the reasons for damage to the Town Roads are more numerous than manure and included damage due to unfettered access. Also, the Town may want to consider widening the limit on the field road access to 20' to accommodate modern farming equipment.**
  - d) **J. Ott didn't like the provisions limiting the frequency and location of field roads onto Town Roads.**
  - e) **J. Ott indicated the ordinance may be too limiting and that damage to the road should be charged back to the land owner when we see it. More enforcement of those who are damaging the roads should be done.**
  - f) **C. Narveson discussed how the County handles variances and how field roads are different from driveways used for residential access.**
  - g) **R. Roesslein to provide revised version for future consideration**
  - h) **J. Freitag recommended current producers be asked for their opinion. This may include discussion with adjacent Towns to see if some consensus can be reached.**
  - i) **J. Freitag motioned to table this item and J. Ott seconded. Motion carried.**
- 8) Schedule Next Meeting Date as needed, currently listed for April 15, 2021 @ 7 pm
- 9) Adjourn : **Meeting Adjourned at 8:34**

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 at 527-2390.

AGENDA POSTED:      New Glarus Town Hall: March 16<sup>th</sup>, 2021  
                              New Glarus Garage: March 16<sup>th</sup>, 2021  
                              New Glarus Post Office: March 16<sup>th</sup>, 2021  
                              townofnewglarus.com: March 16<sup>th</sup>, 2021

Minutes: Tim Schleeper  
              Plan Administration

Posting: Jesse Wahl  
              Clerk -Treasurer

TOWN OF NEW GLARUS

AN ORDINANCE RELATED TO FIELD ACCESS POINTS ON TOWN ROADS

WHEREAS, it is necessary to protect the ditches and town roads of the Town of New Glarus from damage and from deposits of debris or manure which may result from improper access to fields from Town roads;

WHEREAS, access to fields from Town roads traverses the right of way of the Town road, and is subject to the authority of the Town pursuant to sec. 86.07 of the Wisconsin Statutes.

NOW, THEREFORE, the Town Board of the Town of New Glarus does hereby Ordain as follows:

1. Section 36-3 is amended to insert the following definitions:

**ACCESS**

Crossing the right of way of a Town road, including the shoulder, ditch or area adjacent to the paved surface, to travel to and from a parcel of land to the Town road.

**FIELD ROAD**

A specified point at which a property owner may access a Town Road.

2. Section 36-7, Existing driveways and field roads, is amended to read as follows:
  - A. Field roads which are in use as of the date of enactment of this ordinance may continue to be used until November 30, 2022. As of and after December 1, 2022, all field roads shall conform to the requirements of this ordinance. Prior to June 30, 2022, all property owners with existing field roads shall notify the town in writing of the location of the access points they will use after December 1, 2022. On or before December 1, 2022, those access points which will no longer be used are to be abandoned, regraded if needed and any culverts shall be removed.
  - B. When washing or other conditions created by existing driveways or field roads become a potential hazard to a public road, the Town Board shall notify the owner(s) of the land through which the driveway passes of such condition(s). Any property owner failing to correct a hazardous situation immediately (within 24 hours or less) upon notification shall be subject to the penalties of this chapter and shall be liable for any costs incurred by the Town of New Glarus to eliminate such hazard as provided in §§ 66.0627 and 66.0703, Wis. Stats. Problems of a nonemergency nature shall be corrected in 30 days.

3. Section 36-11 is created to read as follows:

Section 36-11 Field road standards.

- A. Access points regulated. A property owner may install and use no more one access point per parcel, except that if the owner owns contiguous parcels, there may be no more than one access point per point 1320 feet of frontage on a Town road.
- B. Siting criteria. An access point shall be located at a place where the grade of the adjacent land minimizes wash of surface water into the Town road. The access point shall be located at a place where oncoming vehicle traffic traveling at the posted speed limit can see emerging farm vehicles.
- C. Culverts may be required. If the slope of the ditch, the erodibility of the shoulder or soils, or the need to prevent backwash so require, the property owner shall install a culvert meeting the standards in this section.
- D. Construction standards.
  - 1. Field road access points shall be constructed such that the portion of the field road adjacent to the town road paved surface slopes downward from the edge of the road with a slope sufficient to assure that rain or snowmelt does not wash into the town road.
  - 2. Culverts, where required, shall be made of metal, poly, concrete or other material approved by the Town, and shall have mitered ends. No concrete, rock or other hardscape ends may be installed at the ends of the culvert. The culvert shall have a diameter of at least 15 inches or such greater diameter as has the next culvert upstream.
  - 3. A field road access may be no more than 20 feet in width.

Section 36-12, Permit for Field Road required.

- A. No person shall construct, improve or rework a field road without first obtaining a field road access permit from the New Glarus Town Board. Regraveling of a previously constructed field road does not constitute a change in the existing topography of the land. Prior to consideration of the application by the Town Board, the applicant shall submit to the Town Clerk of New Glarus an application and a field road construction plan which shall accurately describe the location of the proposed field road and the specifications required by § 36-11 of this chapter for the field road's construction.
- B. If it appears that a proposed field road is located in a place susceptible to erosion, the Town may require that an erosion control plan be presented to the Town Board prior to the issuance of a field road permit. An erosion control plan shall include the owner's timetable to reseed, mulch, ditch, place culvert(s), and carry out other erosion control measures, all of which shall be completed within 90 days after beginning driveway construction or modification. If an engineer's plan of the driveway is prepared according to the requirements of § 36-6 of this chapter, an erosion control plan shall specify only those measures which are not mentioned or required in the plan.
- C. Field road permits authorize construction for one year from date of issue. Reapplication for a permit will be required for any improvements not completed during the permit period. Reapplication permits will not be denied without reasonable cause.
- D. A field road may be reinstalled in the same location and to the same design specifications if damaged or destroyed, without a new permit.

## **Implementation Actions: 2 Housing**

### **2.1. Impose impact fees on new development to mitigate the capital costs of new public facilities/services necessitated by development.**

3/16/23 Discussion on administration of fees from developers and review of Town Fee Schedule.

10/19/23 Discussion on proposed revisions to chapter 80 and amendments to Service Area Map.

11/16/23 Presentation by Town Planner on Needs Assessment Study and qualifying projects for impact fees.

### **2.2. Review new housing proposals and support those that meet the community housing needs and are consistent with the policies in the Comprehensive Plan.**

1/19/23 Review of 4-lot Cluster Division for Klitzke Land on Legler Valley Rd.

1/19/23 Review of 3-lot Cluster Division for Myers/Legler Land on Hustad Valley Rd.

1/19/23 Discussion on Roger Arn deed notices reviewed by Village Contract Planner.

3/16/23 Review Private Road Maintenance Agreement for Holmes Airport R

4/20/23 Review of Development Potential of Contiguous Property of Dean & Alice Bertelrud.

4/20/23 Review of STH HWY 39 project, possible requirement to obtain Conditional Use Permit for uses not specified in sale of existing farmette.

4/20/23 Discussion on remaining Arn Residential Development Potential along Durst Rd.

4/20/23 Discussion on Nature's Gift Final Plat.

5/18/23 Review Corey Pope Concept Plan for 3-Lot Cluster along Hustad Valley Rd

6/15/23 Discussion on ETZ requirements on Arn Residential Development Concept.

9/21/23 Review of development potential of property owned by Kristine Vike-Steinich.

10/19/23 Review of Mary Hefty Property Potential 1997 to Present.

10/19/23 Review of Lary Disch Property, update on ETZ restrictions on cluster lots.

10/19/23 Review Margaret Howden remaining development potential.

12/21/23 Review Preliminary Plat for Talarczyk Subdivision by large lot density.

### **2.3. Continue to construct new homes according to building codes and ordinances.**

1/19/23 Discussion on policies for rezoning of land with residential development potential and requiring CUP to build in deed-restricted open space.

3/16/23 Discussion on driveway permit request for O'Flanagan Property on Legler Valley Rd. Current field road contains slopes not in compliance with current standard for residential access.



6/15/23 Discussion on separate driveways for Corey Pope Concept Plan along Hustad Valley Rd.8/17/23 Discussion on ETZ zoning restrictions on cluster lot development.

**2.4. Draft ordinances that address which soils, slopes, and topography are not suitable for development.**

2/16/23 Discussion on possible sale of deed-restricted presentation by Town planner.

2/16/23 Update of strip utility easement, mapping of 20% slopes and other elements of Holmes final plat.

**Implementation Actions: 3 Transportation**

**3.4. New roads should be designed and located in such a manner as to encourage the maintenance and preservation of natural topography, land cover, agriculture, environmental corridors, significant landmarks and views and vistas.**

5/18/23 Discussion of road layout access and options for Concept Plan of Roger Arn Development.

6/15/23 Discussion of concept of private road built to town road standards on Green County Highway Department development of STH 39.

8/17/23 Discussion on need to create policy to regulate field road access.

10/19/23 Discussion on field road permit application enforcement for road damages.

11/16/23 Continued discussion of field road and driveway ordinance permits.

12/21/23 Discussion on field road permits town lane construction standards.

**3.5. Developers shall be required to pay the cost of road improvements or construction, and all changes must meet local road or street standards.**

5/18/23 Discussion of private road vs town road construction standards and cost to developers.

7/20/23 Discussion of DOT access requirements off of STH 39 for Green County Highway Department Concept and costs to developer.

7/20/23 Discussion of Concept Plan for 3-lot Cluster development on Kempfer Lane and potential costs to upgrade road to current ordinance standards.

8/17/23 Discuss need for policy to deal with single purpose roads (town roads) to allocate cost of upgrades to current town road or driveway standards.

9/21/23 Review sample driveway ordinances that have provision for field drive access and farm drive/commercial access.

#### **Implementation Actions: 4 Agriculture, Natural, and Cultural**

**4.1. Facilitate opportunities for programs that educate local residents about the importance of agricultural policies and practices and explore ways to preserve agricultural land for farming.**

**4.2. Identify and put in place ordinances and programs that preserve quality of ground water resources.**

**4.3. Identify environmentally sensitive areas, using data from the Green County Hydrological Study and use that data as a guide for consideration of new development.**

**4.4. Facilitate opportunities for programs that educate local residents on best practices for preserving natural resources.**

3/16/23 Town Planner presented how to utilize Natural Heritage Inventory to perform Endangered Resources Review as required by Town Ordinance for development proposals.

**4.5. Support partnerships with local clubs and organizations that in order to protect important cultural areas held in the common interest.**

**4.6. Facilitate opportunities that educate local residents about importance of cultural resources.**

**4.7. Update historical, cultural and archaeological sites information.**

2/16/23 Discussion regarding update of Natural Heritage Inventory (NHI) on Hustad Valley Rd. property of Collen Legler.

#### **Implementation Actions: 5 Utilities and Community Facilities**

**5.2. Review new development proposals and carefully examine their impact on the community.**

1/19/23 Update on Holmes Utility Easement from blanket easement to 75' strip easement.

2/16/23 Review concept plan of Green County Highway Department on STH 39

8/17/23 Update on Proposed Trail Along CTH NN, possible transfer of funds to other proposed trail.

12/21/23 Review Preliminary Public Facilities Plan from Vierbicher.

**5.6. Continue storm-water management to protect ground and drinking water supplies**

**5.8. Consider creating a special purpose district to perform specific tasks and oversight essential to the community, if a need for a special district such as utility or sanitary is identified.**

2/16/23 Review plans of Green County Highway Department for municipal improvement within open space. Redefine definitions of municipal use and/or public use to ordinance

### **Implementation Actions: 6 Economic Development**

**6.1. Direct large-scale economic development projects to urban areas that require full range of utilities, services, roads and other infrastructure is available. When possible, locate new development adjacent to existing commercial or industrial developments.**

**6.2. Encourage responsible agriculture and agriculture-related business as a major force in the community.**

**6.5. Designate land in the ETZ area for future commercial development.**

### **Implementation Actions: 8 Additional Strategies**

**8.1. Where and when appropriate, utilize county, state and federal programs or grants to pursue the strategies in this Comprehensive Plan.**

2/16/23 Review application for Knowles-Nelson Stewardship Grant and create concept map of project

3/16/23 Discussion on USPAP-compliant appraisal of land restricted to passive recreation use.

12/21/23 Review Master Park Plan with discussion on placement of public facilities and potential residential lots.

**8.2. The Plan Commission is to define heavy and light industrial uses for future development by working with the County Land Use and Zoning.**

## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Tuesday, February 20, 2024 6:29 AM  
**To:** Kristin Vike-Steinich  
**Cc:** Chris Narveson; Timothy Schleeper (tsch@vierbicher.com)  
**Subject:** RE: reconfiguring land on Zentner Rd  
**Attachments:** Vike Steinich correspondence re further splits.pdf

Kristin,

Thanks for your inquiry. Green County prohibits adding an additional house to the same tax parcel (there have historically been an exception for farmers that would not apply in this instance).

In order to build another residence, you would first be required to subdivide your property. The only option at this point is to exercise the cluster lot option within Chapter 110 of the Town of New Glarus Land Division and Subdivision Code. I have attached a link to that document here: <https://ecode360.com/9797779#9797779>. A zoning and building permit will not be issued until and unless the subdivision process is approved by the Town Board, following review by our Plan Commission and after a public hearing.

As we previously discussed, the sale of land to the Andersons by the Klossners resulted in an obligation on your portion of the property for deed-restricted open space. Please refer to the attached email to you dated August 31, 2023 with the details of this obligation, the need to relinquish the Conditional Use Permit in order to subdivide further (a commercial operation can only be split by large lot scenario and you do not have enough acres to exercise that option), and what options are available with the cluster scenario. Defining more than four lots on the original property previously owned by the Klossners is considered a major subdivision, so other standards may apply including the shared access to all five potential lots.

I understand that you may only want two building sites, but Chapter 110 does not allow for three large lots with the number of contiguous acres available at the date of ordinance under single ownership. It would be best to work with a surveyor to lay out a concept plan of the potential cluster lots and to then schedule an appearance before our Plan Commission. Once that body feels the concept is workable, then you could have a certified survey map created to define each cluster lot, the areas that will be deed restricted from residential or commercial use, slopes exceeding 20% (if any), and the nature of the shared access to Zentner Road.

Green County would need to answer your questions regarding a shared well or shared septic. The ability to share septic depends, in part, upon the total number of bedrooms.

Thanks,  
John

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

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**From:** Kristin Vike-Steinich <drkristin@vikesteinichchiro.com>  
**Sent:** Monday, February 19, 2024 6:01 PM  
**To:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Cc:** Bob Steinich <bsteinich@yahoo.com>  
**Subject:** RE: reconfiguring land on Zentner Rd

You don't often get email from [drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com). [Learn why this is important](#)

Hello John,

We are planning to sell our house and possibly one building site.

Three questions:

1. Do we need to pick all 3 building site locations now or just that one? How do we do that with you?
2. We are going to build a house in our barn or put up a prefab house and use the existing septic at barn. Any rules with this?
3. We want to share the existing well. Is this possible? If so what do we need to do with you or county?

Thank you for your time,

Kristin and Bob Steinich

N8161 Zentner Rd

608-576-3093

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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

---

**From:** Kristin Vike-Steinich <[drkristin@vikesteinichchiro.com](mailto:drkristin@vikesteinichchiro.com)>

**Sent:** Friday, August 11, 2023 9:31 AM

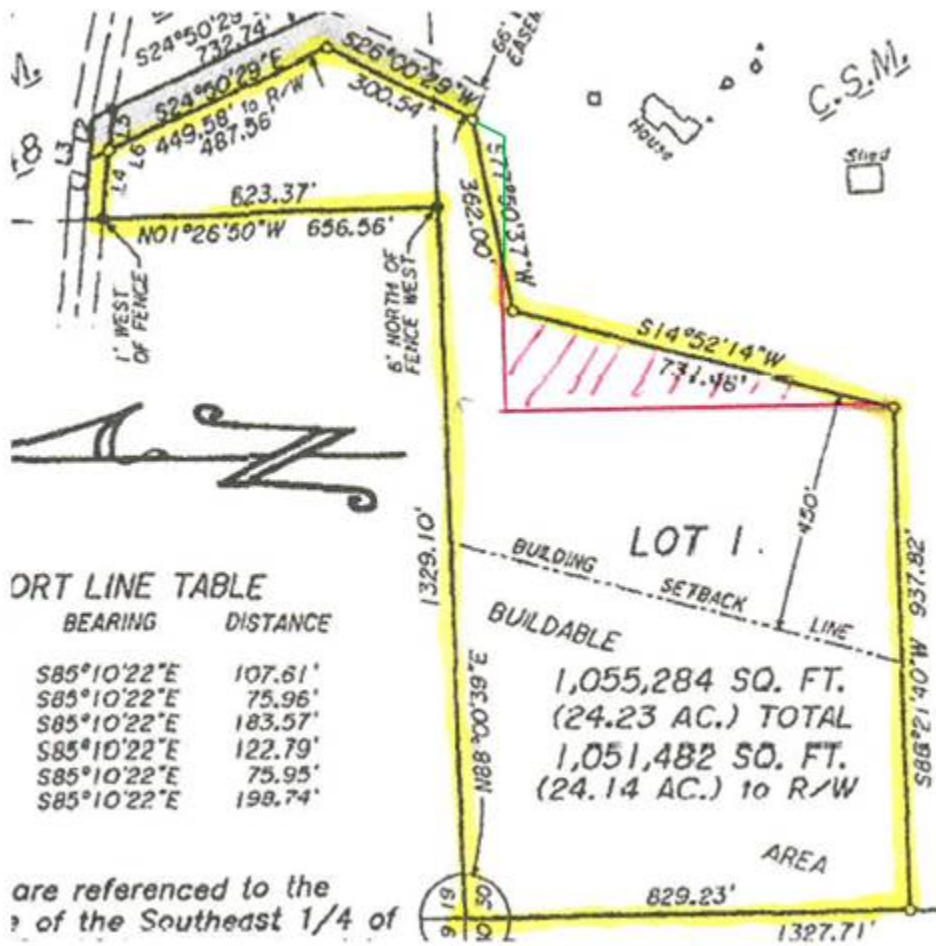
**To:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>

**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 green 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)

## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Tuesday, February 27, 2024 6:55 AM  
**To:** Lexie D. Harris  
**Cc:** Timothy Schleeper (tsch@vierbicher.com); Chris Narveson  
**Subject:** RE: Meeting  
**Attachments:** 1.5 Mile ET Land Division Review Jurisdiction.pdf; Extraterritorial\_Zoning\_Map 11.15.06.pdf; 2023-07-20 GCHD CSM.pdf; 2023-06-15 Shotliff-GCH Exhibit Review.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Lexie,

Randall Shotliff does not have a property of that size. As mentioned in a prior email, he currently owns parcel 23024 0122.3000 that is 42.81 acres in size, parcel 23024 0150.0000 that is 33.78 acres in size, and parcel 23024 0122.2000 that is 0.31 acre. My review of the Ascent Land Records Suite does not show that he owns any other parcels, currently, within the Town of New Glarus. He sold 11.88 acres of land to Green County, which did not consume a residential building site. However, he inherited a deed restriction from prior subdivisions of the contiguous parent parcels that equal 28.130 acres that must be accounted for within the 76.90 acres that he has retained, 11.88 of which could be satisfied with the land sold to Green County. If the latter condition is assumed, then there is the potential for one residential lot by normal density division or up to four lots if using the cluster density option. I have attached opinions based upon the research conducted on behalf of the Town by our contract planner Tim Schleeper of Vierbicher Associates.

Regarding zoning, the three parcels that I mentioned above are outside of the Village of New Glarus Extraterritorial Zoning jurisdiction, but within their plat review authority (maps attached).

The zoning for this property is regulated by Green County Zoning and Land Use according to their Title IV document: <https://www.greencountywi.org/DocumentCenter/View/264/Title-4-Zoning-Regulations-Sanitary-Code-and-Subdivision-Regulations-PDF>. The version posted to their website indicates that it was updated last on February 9, 2021. Green County typically does not zone properties from the current designation of Agricultural District that is detailed within Section 4-3-1-2 unless there is a petition to move it into the Conservancy District, Commercial District, Highway Interchange District, etc. The traditionally have not rezoned properties from the Agricultural District to the Residential District when the use moves from ag to residential.

The Town of New Glarus Plan Commission has requested that I respond to inquiries such as these with the information contained within the Access database regarding the original contiguous acreage of the parent parcel at date of Ordinance (October 13, 1997), affidavits, minutes, recorded Certified Survey Maps, etc. I shared these sorts of information with you when responding to your email inquiry on January 26, 2024. I have further been instructed to refer any parties interested in the development of properties to our Technical Review Committee or to the Plan Commission if you have a concept plan you would like to be reviewed. To be included on an agenda for the Plan Commission, I would need a written request and supportive materials two weeks prior to a regular meeting date. The Plan Commission meets the third Thursday of each month. Here is a link to the 2024 meeting calendar for the Town: <https://townofnewglarus.com/wp-content/uploads/2024/01/TNG-2024-Meeting-Calendar-corrected.pdf>.

Many thanks,  
John

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

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**From:** Lexie D. Harris <realtorlexiedharris@gmail.com>  
**Sent:** Monday, February 26, 2024 12:09 PM  
**To:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Cc:** Lori <loribstern@gmail.com>  
**Subject:** Meeting

Hi John,

Lori and I were wondering if we could come in and learn more about the zoning for the Township.

There is some possible interest in the 31.5 Acre piece owned by Randy Schotlift.

Would you have any availability at any of the following:

2/28, Wednesday, 12:30pm on.

3/1, Friday, 1pm.

We look forward to hearing from you!

Thank You!

**Lexie D. Harris**  
**EXIT PROFESSIONAL REAL ESTATE**  
Real Estate Consultant/Owner  
608.513.4577

[SoWisconsinRealEstate.com](http://SoWisconsinRealEstate.com)

[The Newest EXIT ACHIEVER is available Here!](#) or text "Achiever" to 85377

[Board of Directors, Realtors Association of South Central Wisconsin](#)



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## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Monday, February 19, 2024 8:23 AM  
**To:** Mark Pernitz (mpernitz@gmail.com); Chris Narveson; Robert Elkins; John Freitag (jfreitag8@gmail.com); John Ott ; Craig Galhouse (wasceg@hotmail.com); schu@tds.net  
**Cc:** Robert Elkins; Chris Narveson ; Deputy Clerk  
**Subject:** Terms expiring for Town Plan Commission  
**Attachments:** 230316 Plan Commission minutes approved.pdf; 230412 RTB minutes approved corrected check sequence.pdf

All,

I mentioned to the group last year that the 3-year terms for the Plan Commission were not staggered. All but the term of the chair expire on April 9, 2024.

Here is an excerpt from the attached minutes (item 10):

**Approval of Plan Commission Chair Appointment** – Clerk-Treasurer Wright had emailed the Board on April 11, 2023 with guidance set by State Statute and within the local Code, Chapter 110. The local Code sets the number of members at seven with staggered terms of 3 years so that there is never turnover of the Commission at the same time. Currently, six terms expire at the same time. §66.0501(2) notes that elected officials may serve shorter terms, which the Plan Commission Chair currently does (2 years). However, now that Bob Elkins is an elected official as a Town Board Supervisor, his term should be reduced to a 2-year term if he is re-elected to the Board and reappointed to the Commission at this time next year.

Motion to approve the appointment of Chris Narveson as the Chair of the Plan Commission and to make commissioner terms consistent with elected office terms was made by Supervisor Streiff; second by Supervisor Pauli. Motion carried 5-0.

According to Section 110-5 of Chapter 110 Land Division and Subdivision:

The Town of New Glarus Plan Commission as appointed by the Supervisors of the Town of New Glarus. The Plan Commission shall consist of seven members. Initially three members shall be appointed to three-year terms, two to two-year terms and two to one-year terms. Thereafter the members shall be appointed to three-year terms. The Plan Commission shall review subdivisions as outlined in this chapter and make recommendations to the Town Board. (See "Technical Review Committee.")

The term for the Chair expires on April 14, 2025 (per his most recent oath). If Robert Elkins is elected to another term to the Board, then his term, if reappointed to the Plan Commission, will expire on April 20, 2026. It would be ideal, then, to have the Town Board appoint three of the remaining members to a 3-year term to expire in 2027, one member to a term to expire on April 14, 2025, and one member to a term to expire on April 20, 2026.

A further complication is that commissioner Pernitz is seeking to fill the 3<sup>rd</sup> Supervisor position on the Town Board. His term on the Town Park Commission is set to expire on June 30, 2024. If elected to the Board, he would be on that body as well as the Park and Plan Commission (only if reappointed by the Board). I don't know that we have had a Town Board member serve on two commissions and the Board.

Again, this is something the Plan Commission and the Town Board need to include on their March agendas for discussion, consideration, recommendations, and action.

Thanks,  
John

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

## Clerk Treasurer

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**From:** Clerk Treasurer  
**Sent:** Wednesday, February 21, 2024 11:16 AM  
**To:** Craig Galhouse  
**Cc:** Chris Narveson; Chris Narveson  
**Subject:** RE: Terms expiring for Town Plan Commission

Craig,

Thanks for that update. We should also discuss whether we can have a quorum of the Board serving on the Plan Commission if Robert Elkins and Mark Pernitz are elected in April.

John

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

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**From:** Craig Galhouse <wascg@hotmail.com>  
**Sent:** Wednesday, February 21, 2024 11:12 AM  
**To:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Subject:** Re: Terms expiring for Town Plan Commission

Plan Commission Terms

In regard to adjusting the terms on the planning commission, if appointed I would open to a one year term expiring on 4/14/2025. I look forward to discussing this issue at the March Planning Commission meeting.

Craig Galhouse

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**From:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Sent:** Monday, February 19, 2024 2:23 PM  
**To:** Mark Pernitz ([mpernitz@gmail.com](mailto:mpernitz@gmail.com)) <[mpernitz@gmail.com](mailto:mpernitz@gmail.com)>; Chris Narveson <[cnarveson@townofnewglaruswi.gov](mailto:cnarveson@townofnewglaruswi.gov)>; Robert Elkins <[relkins@townofnewglaruswi.gov](mailto:relkins@townofnewglaruswi.gov)>; John Freitag ([jfreitag8@gmail.com](mailto:jfreitag8@gmail.com)) <[jfreitag8@gmail.com](mailto:jfreitag8@gmail.com)>; [johnburtonott@gmail.com](mailto:johnburtonott@gmail.com) <[johnburtonott@gmail.com](mailto:johnburtonott@gmail.com)>; [wascg@hotmail.com](mailto:wascg@hotmail.com) <[wascg@hotmail.com](mailto:wascg@hotmail.com)>; [schu@tds.net](mailto:schu@tds.net) <[schu@tds.net](mailto:schu@tds.net)>  
**Cc:** Robert Elkins <[relkins@townofnewglaruswi.gov](mailto:relkins@townofnewglaruswi.gov)>; Chris Narveson <[cnarveson@greencountywi.org](mailto:cnarveson@greencountywi.org)>; Deputy Clerk <[deputyclerk@townofnewglaruswi.gov](mailto:deputyclerk@townofnewglaruswi.gov)>  
**Subject:** Terms expiring for Town Plan Commission

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Thanks,  
John

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

Town of New Glarus

Plan Commission

	Term Expires	Proposed Term End
Chris Narveson, Chair	4/15/2025	NA
Robert Elkins, if re-elected April 2, 2024	4/16/2024	4/14/2026
John Ott	4/16/2024	4/20/2027
Reg Reis	4/16/2024	4/20/2027
John Freitag	4/16/2024	4/20/2027
Craig Galhouse	4/16/2024	4/15/2025
Mark Pernitz, if elected April 2, 2024	4/16/2024	4/14/2026

**PLAN COMMISSION**

The Town of New Glarus Plan Commission as appointed by the Supervisors of the Town of New Glarus. The Plan Commission shall consist of seven members. Initially three members shall be appointed to three-year terms, two to two-year terms and two to one-year terms. Thereafter the members shall be appointed to three-year terms. The Plan Commission shall review subdivisions as outlined in this chapter and make recommendations to the Town Board. (See "Technical Review Committee.")