

**JOINT TOWN/VILLAGE OF NEW GLARUS**  
**EXTRATERRITORIAL ZONING COMMITTEE MEETING**  
**MAY 15, 2024, 5:00 PM**  
**AGENDA**

NOTICE IS HEREBY GIVEN that members of the 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: Village Hall Board Room  
319 2<sup>nd</sup> Street  
New Glarus, WI 53574

1. Call to Order
2. Approval of Agenda
3. Public Comments
4. Approval of 3/05/2024 Minutes
5. Discussion and Potential Recommendation on the Application for Land Division by Certified Survey Map (CSM), N7760 and N7716 Valley View Road
6. Adjourn

Posted 05.13.2024

Town Hall  
Town Garage  
New Glarus Post Office  
<https://townofnewglarus.com/agendas-minutes/>

Chris Narveson  
Town Board Chair

John Wright  
Clerk-Treasurer

PEOPLE REQUIRING ADDITIONAL INFORMATIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 608-527-2510.

**New Glarus Joint Extraterritorial Zoning Committee**  
**Town of New Glarus/Village of New Glarus**  
**Village Hall Board Room – 319 2<sup>nd</sup> Street, New Glarus, WI**  
3/5/24 6:00 PM

The meeting was called to order at 6:05 p.m. by Roger Truttman (Village). Members Present: Roger Truttman (Village), Bekah Stauffacher (Village), Suzi Janowiak (Village), Chris Narveson (Town). Also Present: Village Administrator Lauren Freeman, Matthew Klein

Approval of Agenda: Bekah Stauffacher moved approval of agenda. Chris Narveson seconded. Motion passed 4-0

Approval of Minutes from 2/19/24: Chris Narveson moved approval. Bekah Stauffacher seconds. Motion passes 4-0.

Public Comments: None

Discussion and Potential Recommendation on the Application for Land Division by Certified Survey Map (CSM), N8250 Marty Road: Suzi Janowiak made a motion to approve the CSM, Chris Narveson seconds. Motion passes 4-0.

Adjournment: Meeting adjourned at 6:08 p.m.

Minutes taken by Lauren Freeman, Village Administrator.

# VILLAGE OF NEW GLARUS



## ADMINISTRATION DEPARTMENT

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### MEMORANDUM

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**To:** New Glarus Joint Extraterritorial Zoning Committee Meeting  
**From:** Lauren Freeman, Village Administrator  
**Date:** May 15, 2024  
**Re:** Wyttenbach/Roth CSM

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#### Background

An application for land division by Certified Survey Map (CSM) was submitted to the Village for Joint ETZ Committee review.

The proposed CSM is not within the extraterritorial zoning jurisdiction, but within extraterritorial land division review jurisdiction. This area is planned for “Rural Single Family Residential” use in the Village’s Comprehensive Plan.

This CSM has already been approved by the Town of New Glarus Board at their meeting on April 10, 2024.

#### Discussion

Village Planner, Mark Roffers, reviewed the preliminary CSM and provided the following comments to the applicant:

1. Ordinance requires that mature woodlands be identified and preserved.
2. Village ordinance normally requires minimum 2-acre lot sizes in ETJ. Proposed Lots 1 and 2 are below 2 acres. Waiver seems OK here given prevailing lot sizes in area, provided that applicant can verify that all parts of current well and septic systems serving Roth house are entirely within Lot 1 area and that Lot 2 meets all requirements of the County sanitary code.
3. Add standard right-to-farm note.
4. Road ROWs should be dedicated to the public.
5. Recommend removal of existing access easement provided via CSM 343. This should be done through this CSM, a separate easement release, or other legal means, ideally before this new CSM is recorded so old easement doesn’t need to appear on this new CSM.
6. Recommend establishing new access easement for proposed Lots 1 and 2 by a separate shared access/driveway easement that is referenced on the CSM rather than the easement being created by the CSM. Include provisions for ongoing maintenance between the owners in such easement document.

## **Recommendation**

The Joint ETZ Committee can either recommend the CSM as submitted or recommend changes based on the Village Planner's comments. The recommendation will go to the Village Board for final approval.

If the Joint ETZ Committee would like to recommend approval of the CSM as presented, staff recommend that the approval comes with the following statement:

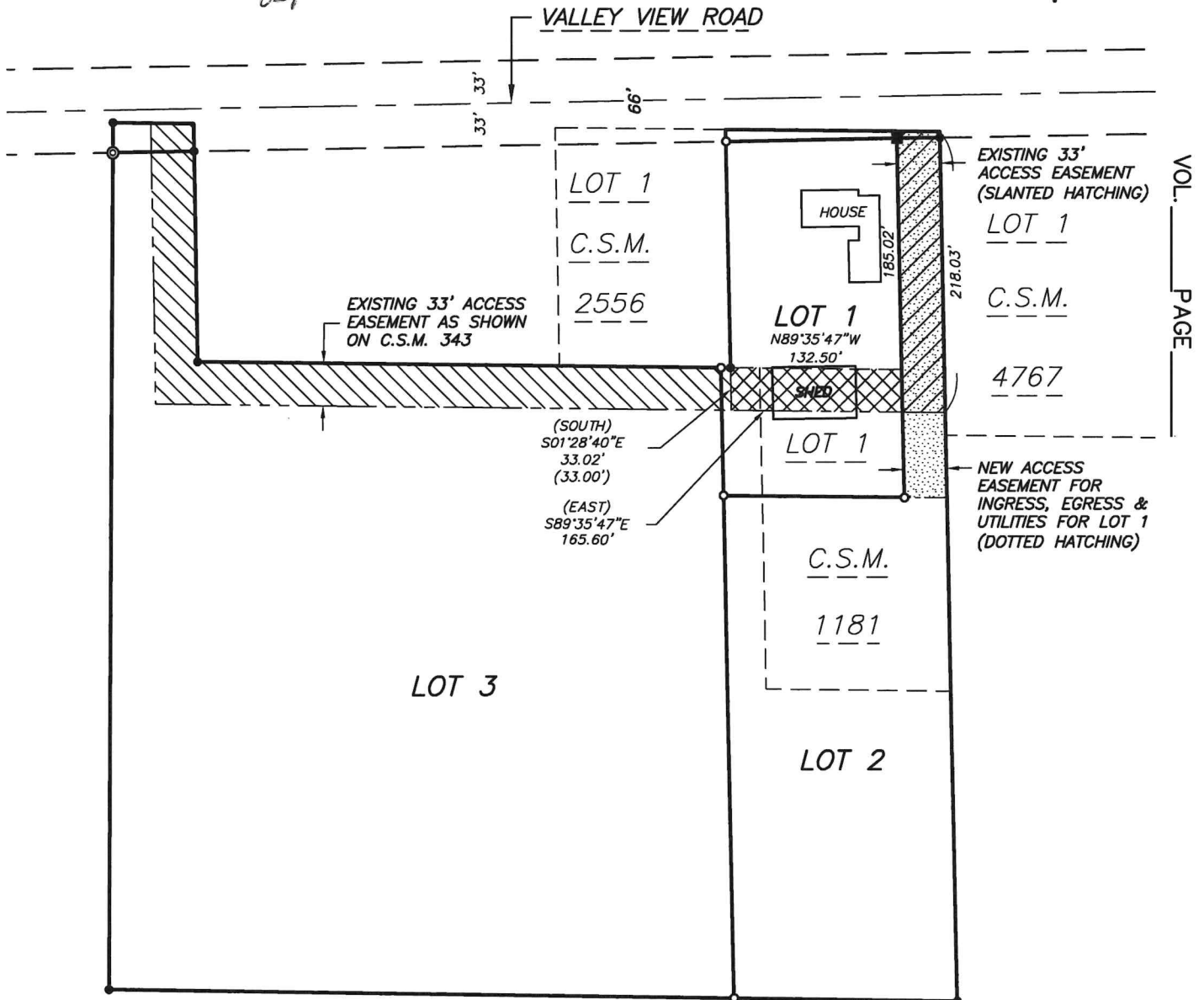
“Per its finding that the conditions for granting exceptions specified in Section 265-52 B of Village ordinances are met, the Joint ETZ Committee grants an exception to the mature woodland identification/preservation requirements and exception to Section 265-17 A. (6), which by reference to Section 305-110 normally requires a 2-acre minimum lot size in the extraterritorial jurisdiction, provided that the applicant verifies that all parts of current well and septic systems serving Wyttenbach house are entirely within Lot 1 area and that Lot 2 meets all requirements of the County sanitary code. These exceptions are granted due to negligible impact of this CSM on the Village.”



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

Part of Lots 1 and 2 of Certified Survey Map 343 (Vol. 1, Page 354), Lot 1 of Certified Survey Map 1181 (Vol. 4, Page 33) and other lands in the Southeast 1/4 of the Southeast 1/4 of Section 26, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

## EXISTING EASEMENTS / EASEMENT DEDICATIONS



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SCALE: 1" = 120'

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

JOB NO. 24005  
 POINTS 24005  
 DRWG. 24005\_1  
 DRAWN BY MST

SHEET 2 OF 5

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of Lots 1 and 2 of Certified Survey Map 343 (Vol. 1, Page 354), Lot 1 of Certified Survey Map 1181 (Vol. 4, Page 33) and other lands in the Southeast 1/4 of the Southeast 1/4 of Section 26, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of said Section 26; thence North, 1357.24' 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' to the point of beginning; thence N89°35'47"W, 165.72'; thence S01°28'40"E, 185.02'; thence N89°35'47"W, 412.63'; thence N01°18'37"W, 185.00' to the North line of the Southeast 1/4 of the Southeast 1/4 of Section 26; thence N89°35'47"W, 62.24' to the Northwest corner of the Southeast 1/4 of the Southeast 1/4 of Section 26; thence S00°01'42"E, 674.50' 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'; thence N01°26'43"W, 676.85' to the point of beginning; subject to a public road right of way as shown and to any and all easements of record.

I hereby certify that this survey is in compliance with Section 236.34 of the Wis. Statutes and the subdivision regulations of the Town of New Glarus, the Village of New Glarus and Green County; and that under the direction of Mike Wyttenbach, I have surveyed, monumented, and mapped the lands described hereon; and that this map is a correct representation of all exterior boundaries of the land surveyed in accordance with the information provided.

March 14, 2024



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

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LINE	BEARING	DISTANCE
L1	S88°42'59"W	165.63'
L2	S88°42'59"W	33.20'
L3	S88°42'59"W	132.43'
L4	S88°42'59"W	62.73'

LOT SUMMARY		
LOT	TOTAL	TO R/W
1	38,495 SQ. FT. (0.88 ACRES)	37,520 SQ. FT. (0.86 ACRES)
2	77,123 SQ. FT. (1.77 ACRES)	76,960 SQ. FT. (1.77 ACRES)
3	246,121 SQ. FT. (5.65 ACRES)	244,724 SQ. FT. (5.62 ACRES)

PREPARED FOR:  
Mike Wyttenbach  
Post Office Box 505  
New Glarus, WI 53574  
(608) 214-0227

JOB NO. 24005  
POINTS 24005  
DRWG. 24005\_1  
DRAWN BY MST

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

Part of Lots 1 and 2 of Certified Survey Map 343 (Vol. 1, Page 354), Lot 1 of Certified Survey Map 1181 (Vol. 4, Page 33) and other lands in the Southeast 1/4 of the Southeast 1/4 of Section 26, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

**OWNER'S CERTIFICATE OF DEDICATION:**

As owners, we hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. We also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: Town of New Glarus; Village of New Glarus; Green County Land Use & Zoning Department.

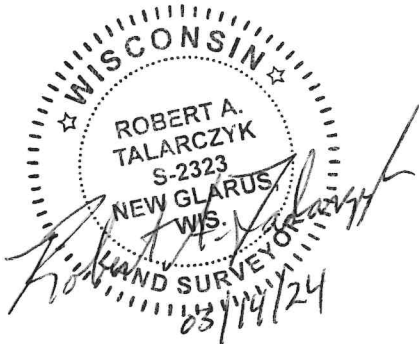
WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
In the presence of:

\_\_\_\_\_  
Michael R. Wytttenbach

\_\_\_\_\_  
Amber M. Wytttenbach

STATE OF WISCONSIN)

\_\_\_\_\_ COUNTY) SS  
Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named Michael R. Wytttenbach and Amber M. Wytttenbach to me known to be the same persons who executed the foregoing instrument and acknowledged the same.



\_\_\_\_\_  
My commission expires \_\_\_\_\_.

**OWNER'S CERTIFICATE:**

As owners, we hereby certify that we have caused the land described on this Certified Survey Map to be surveyed, divided and mapped as represented hereon. We also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: Town of New Glarus; Village of New Glarus; Green County Land Use & Zoning Department.

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
In the presence of:

\_\_\_\_\_  
Terry R. Roth

\_\_\_\_\_  
Peggy H. Roth

STATE OF WISCONSIN)

\_\_\_\_\_ COUNTY) SS  
Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named Terry R. Roth and Peggy H. Roth to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
My commission expires \_\_\_\_\_.

JOB NO. 24005  
POINTS 24005  
DRWG. 24005\_1  
DRAWN BY MST

VOL. \_\_\_\_\_ PAGE \_\_\_\_\_



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

Part of Lots 1 and 2 of Certified Survey Map 343 (Vol. 1, Page 354), Lot 1 of Certified Survey Map 1181 (Vol. 4, Page 33) and other lands in the Southeast 1/4 of the Southeast 1/4 of Section 26, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

TOWN APPROVAL: Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by the Town of New Glarus.

\_\_\_\_\_  
Town Chairperson

VILLAGE APPROVAL: Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by the Village of New Glarus.

\_\_\_\_\_  
Village Clerk

COUNTY APPROVAL CERTIFICATE: Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by the Green County Land Use & Zoning Department.

\_\_\_\_\_  
Zoning Administrator

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**LEGEND:**



Cast aluminum monument found

- 1" pinch pipe found
- 3/4" solid round iron rod found
- 3/4" x 24" solid round iron rod set, weighing 1.50 lbs per lineal foot
- ⊙ Mag nail set in pavement
- ▲ Well pump
- ⊗ Septic cover
- △ Septic vent

**NOTES:**

- 1.) Bearings are referenced to the East line of the Southeast 1/4 of Section 26, which was recorded as bearing North.
- 2.) Recorded data, when different than measured, is shown in parenthesis.



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

JOB NO. 24005  
POINTS 24005  
DRWG. 24005\_1  
DRAWN BY MST

PERMIT FEE: \$ 175.00  
PERMIT NO.: 24CSM03

VILLAGE OF NEW GLARUS  
APPLICATION FOR LAND DIVISION OR CONSOLIDATION BY  
CERTIFIED SURVEY MAP [CSM]

TODAY'S DATE: March 18, 2024

APPLICANT NAME: Milce Wyttenbach / Terry Roth  
ADDRESS: 7760 / 7716 Valley View Rd, New Glarus  
TELEPHONE: 608-214-0227

SITE ADDRESS: 7760 & 7716 Valley View Rd.

DESCRIPTION OF SITE BY LOT, BLOCK AND RECORDED SUBDIVISION OR BY  
METES & BOUNDS: Lots 1 & 2 of C.S.M. 343, Lot 1 of C.S.M. 1181 and  
other lands in the SE 1/4 of the SE 1/4 of Sec. 26, T4N, R7E,  
Town of New Glarus

PRESENT ZONING OF SITE: Ag

**NOTICE TO APPLICANT:**

ATTACH NINE (9) COPIES OF CERTIFIED SURVEY MAP PREPARED BY  
REGISTERED SURVEYOR SHOWING ALL THE INFORMATION REQUIRED FOR A  
BUILDING PERMIT AND EXISTING AND PROPOSED LANDSCAPING.

ATTACH PLOT MAP TO SHOW LOCATION OF CSM.

ATTACH COMPLETED ENVIRONMENTAL ASSESSMENT CHECKLIST.

Robert B. Jalarczyk, Agent  
Applicant Signature

23024- 0204.1000 N7760

23024- 0204.4000 N7716

**VILLAGE OF NEW GLARUS ENVIRONMENTAL ASSESSMENT CHECKLIST  
FOR SUBDIVISIONS AND LAND DIVISIONS BY CERTIFIED SURVEY**

Project Name: Certified Survey Map  
 Applicant's Name: Mike Wittenbach / Terry Robb

**All "Yes" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development/land division.**

**LAND RESOURCES**

**Does the project site involve any of the following:**  
 (If "yes", how does the developer propose to address the matter?)

	Yes	No
<b>Changes in relief and drainage patterns?</b> If yes, attach two (2) copies of:  <input type="checkbox"/> A topographic map showing, at a minimum, two (2) foot contour intervals.		X
<b>A floodplain?</b> If yes, attach two (2) copies of:  <input type="checkbox"/> A typical stream valley cross-section showing 1) the channel of the stream; 2) the 100-year floodplains limits and 3) floodway limits [if officially adopted] of each side of the channel; AND  <input type="checkbox"/> A cross-section of the area to be developed		X
<b>An area of soil instability - greater than 20% slope and/or organic soils, peats, or mucks at or near the surface?</b>		X
<b>Prime agricultural land (Class I, II, or III soils)?</b>		X
<b>Wetlands and mapped environmental corridors?</b>		X
<b>Unique physical features or wildlife habitat?</b>		X

**WATER RESOURCES**

**Does the proposed project involve any of the following:**

	Yes	No
<b>Location within the area traversed by a navigable stream or dry run?</b>		X

**HUMAN AND SCIENTIFIC INTEREST**

**Does the project site involve any of the following:**

	Yes	No
<b>An area of archeological or geological interest?</b>		X
<b>An area of historical interest?</b>		X
<b>An area of buildings or monuments with unique architecture?</b>		X
<b>Unique, uncommon, or rare plant or animal habitats?</b>		X
<b>Mature native tree species?</b>	X	

**ENERGY, TRANSPORTATION AND COMMUNICATIONS**

Does the development encompass any future street appearing on the Village of New Glarus Official Map?		X
-------------------------------------------------------------------------------------------------------	--	---

Is the development traversed by an existing or planned utility corridor (gas, electricity, water, sewer interceptor, communications, storm sewer)?		X
----------------------------------------------------------------------------------------------------------------------------------------------------	--	---

**VILLAGE PLANNING**

Is the development consistent with the Village Master Plan and other adopted planning documents?	X	
--------------------------------------------------------------------------------------------------	---	--

Please provide any other relevant information below:

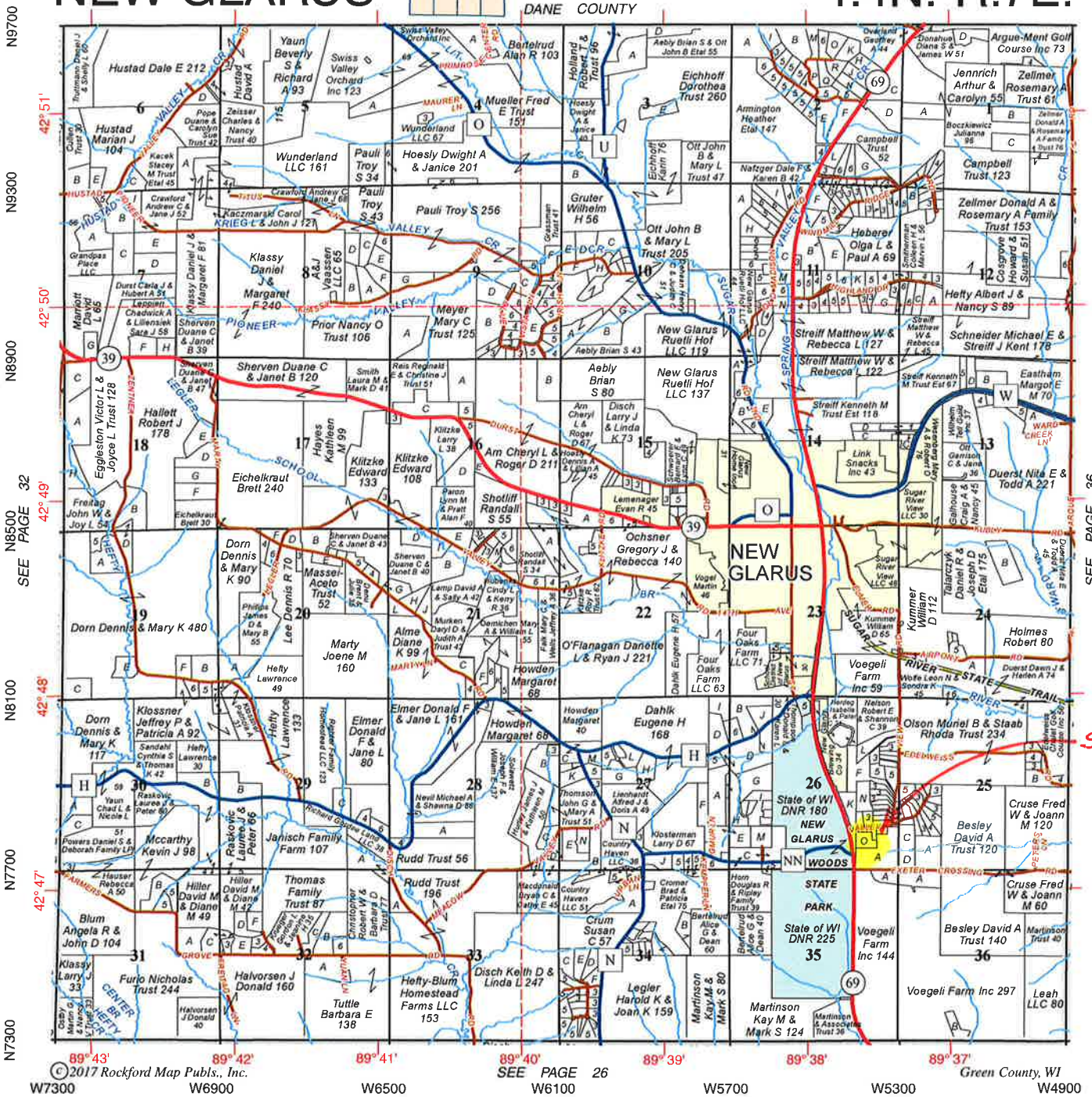
\_\_\_\_\_ Date

*Robert A. Jalarczyk*  
Applicant Signature Agent

# NEW GLARUS

DANE COUNTY

Refer to page 57 for keyed parcels  
T.4N.-R.7E.



SEE PAGE 36

Site

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  - Trust and Estate Planning

