

TOWN OF NEW GLARUS
PLAN COMMISSION MEETING
THURSDAY, MAY 16, 2024
MINUTES

Members Attending: Chris Narveson: Chair, Robert Elkins, Mark Pernitz; John Ott, and Reg Reis

Absent: Craig Galhouse and John Freitag

Also Attending: John Wright: Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk; Ashley Haffner: Town of New Glarus resident; Tim Schleeper: contract planner from Vierbicher; Lexie Harris (departed at 6:19 PM): realtor for Exit Real Estate; Jana Crandall: real estate agent for Exit Real Estate (departed at 6:19 PM); Kent and Gale Duval (departed at 6:19 PM): Town of Washington residents and members of the Hefty-Blum Board; and Antonia Seitz: member of the Hefty-Blum Board (departed at 6:19 PM)

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes from April 18, 2024:** Motion to approve the meeting minutes from April 18, 2024, as presented, was made by Commissioner Pernitz; seconded by Commissioner Elkins. Motion carried 5-0.
3. **Discussion Regarding the Development Potential for Parcel 23024 0255.0000 That Contains Approximately 153.0 Acres** – Chair Narveson confirmed with realtor Lexie Harris that she is seeking the development potential for this parcel located along Disch Road and Farmers Grove Road. Planner Tim Schleeper noted that no homesite is located on this parcel. If the assessed acreage in 1997 is accurate, then 153.0 acres would yield four residential lots using normal density (35 acre divisor, 91% open space). Depending upon a variety of factors that may otherwise restrict a higher density (e.g., flood plains, slopes exceeding 20%, etc.) there may be up to 11 lots available using the cluster option (85% open space). In response to Ms. Harris’s question, four normal density lots would not need to be contiguous unlike lots employing the cluster option that must contain a minimum of three contiguous lots. It was noted that minimum building envelopes for either option is 2.0 acres.

Schleeper stated that without a more detailed concept plan, it is not possible to provide further guidance including what standard a shared access may need to be built. There followed a brief discussion of which documents are available on the Town website that provide guidance for land division, driveway standards, public road standards, the application process, etc. It was noted that a boundary survey of the property to confirm the total acreage is highly encouraged in order to confirm the development potential.
4. **Update on Roth/Wyttenbach Neighbor Exchange** – Chair Narveson provided a brief report for the Joint Town/Village Extraterritorial Zoning (ETZ) Committee that occurred yesterday. There followed a discussion regarding recommendations from the Village of New Glarus planner Mark Roffers that included requiring the existing well and septic be contained within Lot 1. An exception was granted under the Village subdivision ordinance §265.52 B for mature woodland preservation and the 2.0-acre standard for residential lot size as defined within the Village’s ETZ ordinance, §305.110.
5. **Reminder of Wisconsin Towns Association Training for Comprehensive Plans on May 18, 2024 in Monroe** – Chair Narveson asked of the members attending this evening, who is available to attend on Saturday. No members indicated availability. Deputy Clerk Sara Beth Hahner will attend.
6. **Discussion Regarding Village Response to Extraterritorial Plat Review** – Chair Narveson asked the members if the Town’s contracted attorney should respond to the exercise by the Village of their extraterritorial land division review jurisdiction. Without objection, the Town will take no action at this time.
7. **Master Park Plan Update** – Concept Plan #2 was included within this evening’s packet, as prepared by Olivia Stramara at Vierbicher. Commissioner Pernitz noted that updates were presented to the Park Commission members at yesterday’s meeting by Stramara that were not contained within those packet materials. Commissioner Pernitz distributed copies to those in

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attendance. There followed a brief discussion regarding whether the marketing and sale of the remaining residential lot potential should be deferred. Clerk-Treasurer Wright reminded those in attendance that the 2024 budget adopted by the Board assumes the sale of two cluster lots this year. The updated concept plan materials distributed by Pernitz visualized an updated location of a future public works facility and Town Hall further to the east of the locations visualized in prior plans. The proposed buildings, due to proximity, could share a well and septic. A proposed berm and vegetative screening would reduce the visibility of the public works facility from the proposed location of the Town Hall and future park amenities. Commissioner Ott expressed his preference for the potential residential lots to be included in the concept plan. He noted that residential lots must be located where access, well, and septic are possible. There followed a brief discussion as to where those lots could be located.

Ashley Haffner, as the co-owner of the farmette within the STH 39 property, provided a brief reporting of the staking performed by Vierbicher that include the relocation of some of the stakes placed when marketing the farmette for sale by the Town. There followed a discussion regarding whether the future access to Town public facilities will have a public road that terminates in a cul-de-sac bulb or whether it will be some other configuration. Other issues related to existing fences, removal of some trees, and the preservation of some trees was also discussed without any action taken at this time.

8. **Update on Public Facilities Planning from Vierbicher** – Discussion of this agenda item was included in the preceding item.
9. **Continued Discussion Regarding Standards for Commercial Development Within Chapter 110 Land Division and Subdivision** – Chair Narveson asked those members in attendance whether they support a change to the Land Division and Subdivision Chapter of the Code of Ordinances be amended to be more favorable to commercial development within the Town. Currently, commercial use is allowed using the normal density standard (35 acre divisor and 91% deed restricted open space). There followed a brief discussion regarding the siting of such development. In general, the most logical locations would be along STH 39 and STH 69. It was noted that compatibility with existing surrounding land use would need to be considered as well as agreement by either zoning authority (Green County and the Village within their extraterritorial zoning jurisdiction). There followed a brief discussion regarding the positive aspects of promoting commercial development as compared with residential-only development. Planner Schleeper noted that the current optimum lot size for commercial development is five acres.
10. **Continued Discussion of a Portal to be Hosted on the Green County GIS Database** – Schleeper presented those in attendance with a printed copy of Section 12 of the Town of New Glarus that contains six parcels which had development potential at the date the land division ordinance was adopted. As discussed at prior meetings, the map is loosely based upon the method employed by the Town of Springfield. Schleeper stated that Springfield divided their Town into four quadrants. The sample map prepared by Schleeper uses the large lot basis for the split total to reflect the computations created between 2006 and 2007 by Town staff. Commissioner Reis was curious as to the ratio between those with remaining development potential and those without potential remaining. It was noted that any cost to produce the map can be justified based by the reduction of time spent by the Town staff answering development inquiries. Without objection, Schleeper will return with an estimate to complete this process for the entire Town.
11. **Continued Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** – Without objection, this item will be deferred until the June meeting.
12. **Inquiries**
 - a. Interest in Tuttle Lane property and rules governing razing and rebuilding – Clerk-Treasurer Wright shared his correspondence that details the variables to be considered when there is an inquiry about razing an existing residence and locating a new one

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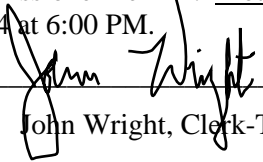
elsewhere (e.g. whether a payment of an impact fee would be required, is there a building envelope and a deed restriction that prohibits some locations, will the septic field need to be replaced due to age and/or changes to capacity, etc.).

- b. Exit Realty inquiry regarding razing Arn homesite on Durst Road and rebuilding – Because no other cluster has been defined by the current owners of what had been the balance of the Roger Arn farm, defining a detached cluster for the homesite is likely not possible based on the current code which requires the minimum number of lots when using the cluster development approach as three. There was brief discussion regarding what would happen if a homesite for any property with cluster development potential, was removed prior to defining a detached cluster lot. Commissioner Pernitz recommended that potential future roads and trails be defined on a map as a guide for development.

13. **Adjourn**

Motion to adjourn by Commissioner Elkins; seconded by Commissioner Pernitz. Motion carried 5-0 at 8:10 PM. The next meeting will be held on June 20, 2024 at 6:00 PM.

Approved: June 20, 2024



John Wright, Clerk-Treasurer