

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**

**New Glarus  
Joint Extraterritorial Zoning Committee  
Town of New Glarus / Village of New Glarus**

**August 17, 2011**

**Minutes**

Chairman Wayne Duerst called the meeting to order at 6:30 p.m. Town representatives present: Keith Seward, Dean Streiff and Chris Narveson. Village representatives present: Wayne Durst, Kevin Budsberg and Suzi Janowiak. Also present: Stephen Miller, Sherrie and Jerry Benson, Steve Zuber, Sherry Wilde and Village Administrator Nicholas Owen.

Announcement: All cell phones shall remain silent for the duration of the meeting.

Approval of Agenda: Motion by Keith Seward to approve the agenda, second by Kevin Budsberg. Motion carried.

Approval of May 18, 2011 Minutes: Motion by Keith Seward to approve the minutes of the 5/18/11 meeting, second by Kevin Budsberg. Motion carried.

Consideration: Land Division by CSM – Roy Klitzke: The CSM creates 1 lot out of 2 existing and the land use remains as agricultural and the owner does not intend on any new construction on the lot. Keith Seward stated that the Town Board and Plan Commission have reviewed and approved the CSM. The CSM is accompanied by a deed restriction which would not allow construction on the site until after 2025. Motion by Chris Narveson to recommend approval of the CSM for Roy Klitzke, second by Suzi Janowiak. Motion carried.

Consideration: Regulations on Maximum Homes on a Shared Drive: Keith Seward provided a background on the Town ordinance and that the Town Board desired having consistency between the Town and ETZ ordinances. The proposed ordinance creates stepped requirements for private drives based on the number of homes proposed for the lot. Seward added that at some time in the future the committee may want to consider adding standards for private drives for commercial and industrial properties as well. Village Planning consultant Mark Roffers has reviewed the proposal and provided his comments and amendments. Suzi Janowiak asked why the language in item #4 was loosened. Keith Seward noted it was done to not require the Town accept a private drive as public road. Motion by Keith Seward to recommend approval of the ETZ ordinance adopting private road standards, second by Kevin Budsberg. Motion carried.

Adjournment: Motion by Suzi Janowiak to adjourn, second by Dean Streiff. Motion carried. 6:52 p.m.

Nicholas W. Owen, Administrator

**New Glarus  
Joint Extraterritorial Zoning Committee  
Town of New Glarus / Village of New Glarus**

**July 20, 2011**

## Minutes

No meeting held due to lack of quorum.

Nicholas W. Owen, Administrator

### Joint Extraterritorial Zoning Committee Meeting Minutes Town of New Glarus / Village of New Glarus

May 18, 2011

6:30 PM, Town of New Glarus Office, Swiss Miss Center

Town Attendance: Keith Seward and Chris Narveson

Village Attendance: Wayne Duerst and Suzi Janowiak

Also in Attendance: Village of New Glarus Administrator, Nic Owen and Town of New Glarus Clerk-Treasurer, Pattie Salter

1. Meeting called to order by Chair Seward at 6:40 PM
2. The Chair announced that all cell phones should remain silent for the duration of the meeting.
3. C. Narveson moved to approve the agenda; 2<sup>nd</sup> W. Duerst. Motion carried.
4. Approve Minutes (4/20/2011). C. Narveson made a motion to approve the minutes; second from W. Duerst.
5. Proposed Amendment to Village Official Map - The group reviewed an excerpt from the Town Plan Commission Minutes of April 21, 2011. K. Seward led the group through the list of concerns and identified the areas on a Town-prepared version of the draft Official Village Map (see attached). A topographic map of the area was also presented (see attached).

#### Engineering of sewer and water

K. Seward noted that the Plan commission hoped that the Village planned to take the extenuating circumstances of the contours into consideration in developing the map. N. Owen explained that the markup of the water and sewer on the Village map was a general guideline to ensure connectivity between the Village and future subdivisions.

#### Planned road through Neuchatel development

N. Owen explained that the Village intent with the map was to note connectivity. Actual placement of roads and storm water detention basins would be determined through the development process.

#### Placement of future road off 10<sup>th</sup> Avenue

K. Seward reported that the Town Plan Commission felt the planned road seemed redundant and suggested either running the future road straight down to Legler Valley Road or move it to the North.

County H to a proposed location near waste water treatment plant

K. Seward noted that the proposed road seemed to go through swampland. A less expensive alternative was suggested in which the proposed road would be replaced by a more direct route to Hwy 69.

Area in the Southeast corner of the map is outside ETZ area

K. Seward noted that this area is outside the ETZ area. It is within the ET Review area.

Industrial Drive across Highway 69

K. Seward questioned how the proposed changes would be presented to residents to ensure they understood that these changes are conceptual in nature. N. Owen explained that in order for the map to become official there would be a public hearing and the issue would be addressed at that time. S. Janowiak also suggested labeling the map "Conceptual" rather than "Potential" and to explain that the goal is to avoid dead end roads.

Valle Tell

K. Seward noted the roads through Valle Tell would re-route Kubly Road. He questioned what would happen to old Kubly Road to the East.

Costs associated with extensions of Hwy W and proposed connections West of 69 through the Streiff Farm - K. Seward questioned if these were tied in with the Back Town development proposal and who would buy the bridges. N. Owen reported that if the road was a Village road, the Village would pay for the bridge.

Fewer roads in locations of likely development

Focus should be given to likeliest areas of development such as Valle Tell, Durst Road and Tower Heights.

Cluster Development

K. Seward asked if it would be useful for the Village if potential cluster developments were identified on the map. N. Owen stated that he would need to think about it.

K. Seward moved that the Town Plan Commission excerpts from the April 21st meeting notes and concept map be forwarded to the Village Planning Commission for consideration along with the additional comments regarding area outside the zoning area. W. Duerst 2<sup>nd</sup>. Motion carried.

6. K. Seward introduced a list of proposed recommendations to address maximum residential development. The recommendations are as follows:
  - Access for 1 home (a large lot development) is by private drive as defined by the existing Town of New Glarus Driveway Ordinance (Chapter 36)
  - Access to 2 to 4 homes can be served by a private drive as defined by existing driveway standards; however, enough land must be designated on either side of the drive to accommodate the current width standard for a Town road Right of Way (ROW=66') in the event of future residential development

- Access to 5 or more homes the private road must be built to current Town Road standards (Chapter 75) but those private roads will not necessarily be accepted by the Town for public dedication
- Commercial enterprises along a private road should be counted the same as a residence for the purposes outlined above

Nic felt he would be more comfortable if they could have more time to consult with Mike Fenley before making a recommendation on this issue.

Nic also stated that he did not feel that they could approve the recommendation because it is not in ordinance form. Village members were provided with a draft of the proposed redlined ordinance. Without objection the issue will be reviewed at the next meeting.

7. Next meeting was tentatively set for June 22 at 6:30 at the Village.
8. C. Narveson moved to adjourn at 7:30 PM; 2<sup>nd</sup> W. Duerst. Motion carried.

**New Glarus  
Joint Extraterritorial Zoning Committee  
Town of New Glarus / Village of New Glarus**

**April 20, 2011**

**Minutes**

Chairman Wayne Duerst called the meeting to order at 6:30 p.m. Town representatives present: Keith Seward and Chris Narveson. Absent: Dean Streiff. Village representatives present: Wayne Durst, Henry Janisch and Steve Wisdom. Also present: Tom Myers (Jack Links), Bob Elkins, Andrew Elkins and Village Administrator Nicholas Owen.

Announcement: All cell phones shall remain silent for the duration of the meeting.

Approval of Agenda: Motion by Henry Janisch to approve the agenda, second by Chris Narveson. Motion carried.

Approval of January 21, 2010 Minutes: Motion by Henry Janisch to approve the minutes of the 1/21/10 meeting, second by Steve Wisdom. Motion carried.

Discuss and Determine When a Public Hearing is Required by the Joint Town/Village Extraterritorial Zoning Committee: Administrator Owen reported that the ETZ Ordinance refers to Village code which only requires a public hearing for a CSM when a zoning change accompanies the division. Keith Seward asked for clarification because of the differences between Village and Town Code if the public hearing was required for zoning changes with any type of land division. Administrator Owen confirmed it was. Seward also asked about the notice requirements for neighbors and publication in the paper was standard. Owen confirmed they were.

Consideration of Land Division of by CSM – Robert Elkins: The CSM adds just less than 1 acre of land to land owned by Andrew Elkins from land owned by Robert Elkins. The land division

meets all ETZ requirements and does not create a buildable lot. Motion by Keith Seward to authorize the ETZ chair to sign the Elkins CSM, second by Chris Narveson. Motion carried.

Village Administrator Report on Amendment to Village Official Map to Include Future Roads:

Administrator Owen informed the committee that upon the advice of their planning consultants they began the process of adding future Village roads to their official map to ensure connectivity of future subdivisions with the existing Village. The Town Plan Commission will be reviewing the map amendments at their next meeting and the ETZ will review the amendments following that. A public hearing is required on the Official Map amendments prior to adoption by the Village Board.

Keith Seward stated that the Town is working on revising their land use planning code regarding the maximum number of homes allowed on a shared driveway and asked that this be added for a discussion/recommendation item on the next agenda.

Adjournment: Motion by Henry Janisch to adjourn, second by Chris Narveson. Motion carried.  
6:46 p.m.

Nicholas W. Owen, Administrator

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