

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
November 3, 2011**

PUBLIC HEARING – VARIANCE REQUEST – GREG AND ERIN KLEEMAN:

PRESENT: Jim Salter, Suzi Janowiak, Mike Marty and Kevin Budsberg. Absent: Marc Barnaby, Wayne Duerst and Beth Alderman. ALSO PRESENT: Eleane and Fred Miller, Greg Kleeman, Marc Ott (Avenue Architects), Village Administrator Nicholas Owen.

Chairman Jim Salter opened the public hearing at 6:30 p.m. Marc Ott, Avenue Architects, explained that the variance request is for relief of the rear yard setback to allow a platform for a rear exist stairway that is wide enough to comply with ADA standards.

Mike Marty moved to close the public hearing, 2nd by Suzi Janowiak. Motion carried

CALL MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:44 p.m. PRESENT: All those present at the public hearing.

APPROVAL OF AGENDA

Kevin Budsberg moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – GREG & ERIN KLEEMAN:

Suzi Janowiak moved to approve the variance request of Greg and Erin Kleeman for the rear yard setback, second by Mike Marty. Motion carried.

ADJOURNMENT

Motion by Suzi Janowiak to adjourn, 2nd by Mike Marty. Motion carried. Time 6:46 p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
October 27, 2011**

CALL MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:30 p.m. PRESENT: Jim Salter, Mike Marty, Wayne Duerst, Suzi Janowiak, and Kevin Budsberg. Absent: Marc Barnaby and Beth Alderman. ALSO PRESENT: Dawn Lalley, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

APPROVAL OF AGENDA

Wayne Duerst moved to approve the agenda as presented, 2nd by Suzi Janowiak. Motion carried.

APPROVAL OF SEPTEMBER 22, 2011 MINUTES

Mike Marty moved to approve the minutes of the September 22, 2011 meeting, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION: CSM FOR NEW GLARUS FIRE DISTRICT

Administrator Owen explained the Certified Survey Map (CSM) was created for the Fire District property to include additional land to the rear and west side of the property. The Fire District had requested the

additional land to the rear of their building from the Village with the understanding that the Fire District would cover all costs associated with the request. In the process it was discovered that the west side of the Fire Department building was actually built into Glarner Park. A quit claim deed would also be needed to reflect the changes to the Fire District parcel. Dawn Lalley expressed concerns as she was told by the Fire District that they plan to expand their building within 8' of her property. Ms. Lalley's property is directly behind the Fire Department. Kevin Budsberg whose property is also adjacent to the Fire Department is concerned about any future plans to the building. Administrator Owen noted that the CSM was only to clear the title of the Fire District parcel and that the Fire District would have to come before the Plan Commission with a site plan for any future expansion of the building. If they would propose to build within 8' of the neighboring property a variance would also be needed. Mike Marty moved to recommend approval to the Village Board the CSM of the New Glarus Fire District, 2nd by Kevin Budsberg. Discussion followed to include a contingency of quit claim deeds being recorded. Mike Marty moved to amend the motion to recommend approval to the Village Board the CSM of the New Glarus Fire District contingent on the recording of quit claim deeds by the Fire District, 2nd by Kevin Budsberg. Motion carried.

UPDATE: CONTRACT FOR BUILDING INSPECTION SERVICES

Administrator Owen informed the Commission that Vierbicher has discontinued their building inspection services. Mike Fenley has developed his own company, Fenley Total Inspections, LLC and a contract was approved between Mr. Fenley and the Village of New Glarus at the October 18, 2011 Village Board meeting.

BUILDING INSPECTOR REPORT

The Commission reviewed the September 2011 Building Permit Issuance Report.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 7:00 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
September 22, 2011**

PUBLIC HEARING – VARIANCE REQUEST – DENNIS & LILLIAN HOESLY (HOESLY'S INC.)

PRESENT: Jim Salter, Marc Barnaby, Wayne Duerst and Kevin Budsberg. Absent: Suzi Janowiak, Beth Alderman and Mike Marty. ALSO PRESENT: Jay Gunderson, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Jim Salter opened the public hearing at 6:43 p.m. The Hoeslys are requesting a variance to the east boundary of the lot that they retained from the parcel they recently split in the Industrial Park at the corner of Industrial and Hoesly Drives. The 2nd lot was sold to Planet Wise Inc. They would like to match the variance that was granted to Planet Wise on the adjacent lot.

With no public comment, Jim Salter moved to close the hearing, 2nd by Kevin Budsberg. Time: 6:45 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:45 p.m. PRESENT: All those present at the public hearings.

APPROVAL OF AGENDA

Kevin Budsberg moved to approve the agenda as presented, 2nd by Wayne Duerst. Motion carried.

APPROVAL OF AUGUST 25, 2011 MINUTES

Kevin Budsberg moved to approve the minutes of the August 25, 2011 meeting, 2nd by Wayne Duerst. Motion carried.

RECONSIDERATION OF VARIANCE REQUEST – JESSE MAYNARD

It was brought to the Commission's attention that the variance granted to Jesse Maynard at the July 28, 2011 Plan Commission meeting was approved with the wrong footage amounts. The variance had been granted with a 9' variance to the west side yard and a 4' variance to the east street yard. Mr. Maynard's application actually requested a 10' variance of the required 20' for a 10' side yard on the west; and a 5' variance of the required 25' for a 20' street yard to the east. Kevin Budsberg moved to approve the variance per village ordinance section 305-20(E)(2) for side yard and section 305(E)(3) for street yard; for Jesse Maynard at 10' for the west side yard and 20' for the east street yard, 2nd by Marc Barnaby. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – DENNIS & LILLIAN HOESLY (HOESLY'S INC.)

Kevin Budsberg questioned if a condition could be incorporated to the variance to prohibit any temporary parking between the Planet Wise lot and the Hoesly lot. It was noted that commercial building code requires fire separation standards be met between the buildings which would prohibit parking. Motion by Jim Salter to approve the variance request of Dennis and Lillian Hoesly for a 10' side yard variance to the east of the property, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION OF SITE PLAN – HOESLY'S INC.

The Hoeslys are proposing to construct a new warehouse/storage building on lot 1 of the recently split parcel in the Industrial Park (213 Industrial Drive). There is currently a building on the lot that will be removed. The new warehouse would be built in two phases as their needs change. Motion by Kevin Budsberg to recommend approval to the Village Board the site plan as presented for Hoesly's Inc., 2nd by Marc Barnaby. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the August 2011 Building Permit Issuance Report.

ADJOURNMENT

Motion by Kevin Budsberg to adjourn, 2nd by Jim Salter. Motion carried. Time 7:00 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING August 25, 2011

CALL MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:30 p.m. PRESENT: Jim Salter, Marc Barnaby, Wayne Duerst, Suzi Janowiak, Beth Alderman and Kevin Budsberg. Absent: Mike Marty. ALSO PRESENT: Mark Roffers (MDRoffers Consulting) and Village Administrator Nicholas Owen.

APPROVAL OF AGENDA

Wayne Duerst moved to approve the agenda as presented, 2nd by Kevin Budsberg. Motion carried.

APPROVAL OF JULY 28, 2011 MINUTES

Jim Salter moved to approve the minutes of the July 28, 2011 meeting, 2nd by Kevin Budsberg. Motion carried.

DISCUSSION: AMENDMENTS TO ETZ ORDINANCE REGULATING PRIVATE ROADS AND DRIVEWAYS:

Administrator Owen reported that the ETZ committee has reviewed and recommend approval of the attached ordinance creating standards for private roads and driveways in the ETZ area. The standards are based on regulations established by the town to more strictly regulating the construction of private drives in response to some issues seen around Green County with sub-standard private drives being constructed. Jim Salter asked if this ordinance would be affected by the requirements for construction of public roads being discussed in the Cooperative Boundary Agreement with the Town. Mark Roffers stated that this ordinance states that if there are stricter regulations those would be applied instead, which would be the case with boundary agreement. Beth Alderman asked if this ordinance mirrored the Town's standards. Roffers indicated they were used as a guide but are more restrictive.

RECOMMENDATION: PLANNING CONTRACT PROPOSAL MDROFFERS CONSULTING: Mark Roffers, MDROffers Consulting reviewed his proposal and qualifications for providing planning services to the Village. Mr. Roffers and Dana Roffers were previously with Village consulting firm Vandewalle and served as the Village's main contacts and have left the firm to start their own business. Administrator Owen noted he has always been satisfied with their work and would recommend approval of the contract. Beth Alderman questioned if we should offer Vandewalle an opportunity to provide a proposal for renewing their contract. Mark Roffers stated that when he left Vandewalle they agreed on a list of communities he could contact for services and New Glarus was one of the communities. Roffers added he could provide a letter from Vandewalle stating he has a "no compete clause" with them for New Glarus. Motion by Beth Alderman to recommend approval of the planning contract with MDROffers Consulting once a letter is received stating the no compete clause with Vandewalle, second by Suzi Janowiak. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the July 2011 Building Permit Issuance Report.

ADJOURNMENT

Motion by Kevin Budsberg to adjourn, 2nd by Beth Alderman. Motion carried. Time 6:56 p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
July 28, 2011**

PUBLIC HEARING – VARIANCE REQUEST – JESSE MAYNARD (PLANET WISE)

PRESENT: Jim Salter, Marc Barnaby, Wayne Duerst, Beth Alderman and Henry Janisch. Absent: Suzi Janowiak. ALSO PRESENT: Dennis Hoesly, Jay Gunderson, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Jim Salter opened the public hearing at 6:30 p.m. Jesse Maynard is in the process of purchasing a split parcel from Dennis Hoesly in the Industrial Park at the corner of Industrial and Hoesly Drives. Mr. Maynard is proposing to construct a warehouse/distribution center for his business Planet Wise on the site. To be able to build the warehouse Mr. Maynard is requesting the following variances regarding side yard and street yard setback requirements per Village code:

- 9' side yard variance of the required 20' for an 11' side yard to the west of the property.
- 4' street yard variance of the required 25' for a 21' street yard on Hoesly Drive.

With no public comment, Wayne Duerst moved to close the hearing, 2nd by Beth Alderman. Time: 6:32 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:32 p.m. PRESENT: All those present at the public hearings. Mike Marty and Jesse Maynard joined the meeting at 6:34 p.m.

APPROVAL OF AGENDA

Wayne Duerst moved to approve the agenda as presented, 2nd by Henry Janisch. Motion carried.

APPROVAL OF JUNE 23, 2011 MINUTES

Henry Janisch moved to approve the minutes of the June 23, 2011 meeting, 2nd by Wayne Duerst. Motion carried.

RECOMMENDATION OF LAND DIVISION BY CSM – DENNIS HOESLY

Dennis Hoesly is requesting to divide a parcel in the Industrial Park at 213 Industrial Drive (corner of Industrial and Hoesly Drives). Mr. Hoesly plans on retaining one of the lots for future expansion of his business and selling the other lot to Jesse Maynard of Planet Wise. Per Zoning Administrator Mike Fenley the lots created by the split would meet Industrial lot zoning standards. Motion by Beth Alderman to recommend approval to the Village Board the application of Dennis Hoesly for a land division by CSM of tax parcel 23-161-645.4, 2nd by Henry Janisch. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – JESSE MAYNARD

It was noted that the property is in the Industrial District and the future building constructed on the adjacent lot would have to meet fire separation standards. Motion by Mike Marty to approve the following variance requests of Jesse Maynard: a 9' side yard variance to the west of the property; 4' street yard variance on Hoesly Drive, 2nd by Henry Janisch. Motion carried.

RECOMMENDATION OF SITE PLAN REVIEW – PLANET WISE

Mr. Maynard is proposing to construct an 8,000 square foot warehouse/distribution center on the 2nd lot created by the land division request of Dennis Hoesly. Aside from the variances requested for side and street yard setbacks the site plan meets Village zoning requirements. Motion by Beth Alderman to recommend approval to the Village Board the site plan for Jesse Maynard (Planet Wise), 2nd by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the June 2011 Building Permit Issuance Report.

ADJOURNMENT

Motion by Beth Alderman to adjourn, 2nd by Mike Marty. Motion carried. Time 6: 45 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
JUNE 23, 2011**

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:42 p.m. PRESENT: Jim Salter, Marc Barnaby, Mike Marty and Henry Janisch. Absent: Beth Alderman, Suzi Janowiak and Wayne Duerst. ALSO PRESENT: Nicki and Jesse Maynard (Planet Wise), Jay Gunderson (Cleary Builders), Marc Ott (Avenue Architects), Becky Weiss and Faun Phillipson (New Glarus Library Board) and Village Administrator Nicholas Owen.

APPROVAL OF AGENDA

Henry Janisch moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

APPROVAL OF MAY 26, 2011 MINUTES

Henry Janisch moved to approve the minutes of the May 26, 2011 meeting, 2nd by Mike Marty. Motion carried.

DISCUSSION: DRAFT SITE PLAN FOR NICKI'S DIAPERS (INDUSTRIAL DRIVE): The committee reviewed a concept site plan for the construction of a warehouse in the industrial park. The lot would be purchased from Hoesly's Meats, split and Planet Wise would construct a warehouse on half the lot and Hoesly's would construct a warehouse on the other half. Administrator Owen noted that the Planet Wise property is a corner lot so it has two street yards and two side yards. The draft plan shows that they would need variances to construct inside the setback on east street yard and the west side yard. With the proposed future 4,000 sq ft expansion of the warehouse they would also need a variance on the southern side yard setback. Administrator Owen added he had reviewed the plan with Building/Zoning Inspector Mike Fenley and that the first phase of the site plan meets the requirements for off street loading but they would need a second off street loading space with the future expansion. Jesse Maynard, Planet Wise, noted that they would be able to add a loading dock on the south side of the building with the addition. Administrator Owen noted that the Village code requires 1 off street parking space for every 2 employees on site at one time and the plan indicates 9 parking spaces. Maynard added that he feels that will be sufficient employee parking even with the future expansion. The committee commented that if it would help Planet Wise they would think the building

could be as close as 20 feet on the west street yard. Consensus of the committee was that they did not see any substantial issues with the site plan and they did the best with the available land. The committee was excited to see the business expand in New Glarus.

RECOMMENDATION: AMENDMENT TO SITE PLAN FOR KLEEMAN'S (116 5TH AVENUE): The Kleeman's are amending their previously approved site plan to remove the 2nd floor apartment. The overall footprint, Swiss design elements and remainder of the site plan remain the same. Motion by Henry Janisch to recommend approval of the amended site plan for Kleeman's, second by Mike Marty. Motion carried.

RECOMMENDATION: LAND DIVISION AND CONSOLIDATION BY CSM (VILLAGE OF NEW GLARUS/NEW GLARUS PUBLIC LIBRARY): Administrator Owen presented the proposed CSM dividing and consolidating land purchased from the Swiss Center of North America to potentially be used for as the future home of the New Glarus Public Library. The CSM meets all zoning requirements. Mike Marty questioned if the CSM should note that no driveway access is allowed off of STH 39. Consensus of the committee was to leave it off. Motion by Henry Janisch to recommend approval of the land division and consolidation by CSM for the Village of New Glarus/New Glarus Public Library, second by Mike Marty. Motion carried.

RECOMMENDATION: ORDINANCE 11-07 AMENDMENTS TO DOWNTOWN ZONING REQUIREMENTS: The committee briefly reviewed the proposed ordinance discussed at the prior months meeting. The committee discussed if the changes should be limited to the downtown area of the C-1 Zoning District. Administrator Owen stated that was considered but they felt adding that language would make the ordinance too confusing. Motion by Henry Janisch to recommend approval of Ordinance 11-07 Amendments to Downtown Zoning Requirements, second by Mike Marty. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the May 2011 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Henry Janisch. Motion carried. Time 7:26 p.m.

Minutes taken by: Nicholas Owen

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING May 26, 2011

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:30 p.m. PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst and Henry Janisch. Absent: Beth Alderman, Marc Barnaby and Mike Marty. ALSO PRESENT: Building Inspector Mike Fenley, Village Administrator Nicholas Owen and Deputy Clerk Barbara Roesslein.

APPROVAL OF AGENDA

Henry Janisch moved to approve the agenda as presented, 2nd by Wayne Duerst. Motion carried.

APPROVAL OF MARCH 24, 2011 & APRIL 7, 2011 MINUTES

Henry Janisch moved to approve the minutes of the March 24, 2011 and April 7, 2011 meetings, 2nd by Suzi Janowiak. Motion carried.

AMENDMENTS TO DOWNTOWN ZONING REQUIREMENTS

Making amendments to the downtown zoning requirement were brought about because of the recent variances granted to two businesses in the downtown area for off street parking and loading due to space limitations. The Village Planning consultants felt the downtown area is very restricted and recommended that the zoning requirements be amended. Village Administrator Owen along with Building Inspector Mike Fenley prepared a revision to the ordinance that would allow a property owner to submit a request along with their site plan to be exempt from the off street parking and loading requirements without the additional submittal of a variance and fee. This would streamline the process, but still allow the Commission to review the request. Consensus of the Commission is to move forward with the amendment to the zoning code regarding an exemption in the C-1 Zoning District for off street parking and loading.

AMENDMENT TO VILLAGE CODE SECTION 305-63(E) ACCESSORY USES, BUILDINGS OR STRUCTURES

The amendment to section 305-63(E) to allow for accessory structures to be constructed in the side yard of a corner lot as long as it meets the other setback requirements in section 305-15 (D)(3) Front Yard Setbacks was first presented to the Commission for reviewed three years ago. At that time the Plan Commission decided they would rather review each case with a variance application. Several variance applications have been received and granted. Since then several homeowners have expressed interest in adding accessory structures to their corners lots and staff felt it was an appropriate time to bring this item up for reconsideration. Henry Janisch moved to recommend to the Village Board the amendment to section 305-63(E) that would allow accessory structures in the side yard of corner lots provided that the front yard setbacks are met, 2nd by Suzi Janowiak. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the March and April 2011 Building Permit Issuance Reports.

REVIEW/CONSIDERATION OF AMENDMENT TO VILLAGE OFFICIAL MAP

Administrator Owen reported that the Joint ETZ Committee reviewed the proposed map amendment at their May 18th meeting and has forwarded comments received from the Town of New Glarus Plan Commission regarding the proposed addition of potential future roads on the Village's Official Map for the Plan Commission's review. After reviewing the suggestions from the Town, the Commission agreed to adjusting the proposed road running parallel to Legler Valley Road further north on the hill. Henry Janisch moved to forward amendments for updating the Village Official Map to the Village Board for approval, 2nd by Suzi Janowiak. Motion carried.

ADJOURNMENT

Motion by Henry Janisch to adjourn, 2nd by Jim Salter. Motion carried. Time 7:12 p.m.

Minutes taken by: Barbara Roesslein

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING April 7, 2011

PUBLIC HEARING – VARIANCE REQUEST – GREG & ERIN KLEEMAN (116 5TH AVE)

PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst and Beth Alderman. Mike Marty joined the meeting at 6:35 p.m. Absent: Henry Janisch and Steve Wisdom. ALSO PRESENT: Greg Kleeman, Marc Ott, Wendy Schmidt, Bill Schmidt, Village Administrator Nicholas Owen and Deputy Clerk Barbara Roesslein.

Chairman Jim Salter opened the public hearing at 6:30 p.m. The Kleemans are requesting the following variances:

- To reduce rear yard setback requirement from 20 feet to 15 feet for the construction of an exterior stairway.
- To allow the construction of an apartment on the second floor of the new building. Existing lot size is less than allowed for a dwelling unit.
- Waive off-street loading requirements. Not feasible in downtown area.
- Waive off-street parking requirements. Not feasible in downtown area.

With no public comment, Suzi Janowiak moved to close the hearing, 2nd by Beth Alderman. Time: 6:35 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:35 p.m. PRESENT: All those present at the public hearings.

APPROVAL OF AGENDA

Wayne Duerst moved to approve the agenda as presented, 2nd by Mike Marty. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – GREG & ERIN KLEEMAN

Rear Yard Setback Requirements - It was agreed that having the rear exit was much safer than having customers exit through the side exit into the alleyway in case of an emergency.

Lot Area per Dwelling Unit Requirements - The intention is to replace the original building, which had an apartment above the tavern.

Off Street Loading Requirements – This issue is similar to the one granted to the adjacent property owner (Botanica Properties). Consensus is that it is better to load from the street since the size of the lot doesn't allow for off street loading.

Off Street Parking Requirements - The Village ordinance requires more parking stalls than the property would allow. The original site plan had proposed two stalls, but was reduced to one stall after Building Inspector Mike Fenley noted that the ordinance requires a 5' setback from the property line for off street parking. Beth Alderman felt that since other commercial properties with residential tenants are required to provide off street parking more than one parking stall should be required for the Kleeman property. It was agreed to waive the parking lot setback requirement to allow for two parking stalls.

Motion by Beth Alderman to approve the variance request of Greg and Erin Kleeman for rear yard setback requirements, lot area per dwelling unit requirements, off street loading and off street parking with the modification of two off street parking stalls, 2nd by Suzi Janowiak. Motion carried.

ADJOURNMENT

Motion by Beth Alderman to adjourn, 2nd by Mike Marty. Motion carried. Time 6:55 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
March 24, 2011**

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:30 p.m. PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst, Mike Marty, and Henry Janisch. Beth Alderman joined the meeting at 6:35 p.m. Absent: Steve Wisdom. ALSO PRESENT: Robert Elkins, Kevin Budsberg, Brian Stoddard, Sue Leverich, Village Administrator Nicholas Owen and Deputy Clerk Barbara Roesslein. Gregg Kleeman joined the meeting at 6:57 p.m.

APPROVAL OF AGENDA

Henry Janisch moved to approve the agenda as presented, 2nd by Suzi Janowiak. Motion carried.

APPROVAL OF JANUARY 27, 2011 MINUTES

Henry Janisch moved to approve the minutes of the January 27, 2011 meeting, 2nd by Suzi Janowiak. Motion carried.

CONSIDERATION OF LAND DIVISION & CONSOLIDATION BY CSM – ROBERT ELKINS

Robert Elkins is purchasing two acres from L.S.I. Inc. located at 200 Industrial Drive. He would like to combine the acreage onto his existing parcel, which is adjacent to the east of the L.S.I. Inc. parcel. The area isn't a buildable site. Mr. Elkins indicated that the area will be kept in its current stage as a

woodland area and he will be planting more vegetation to act as a sound barrier from the factory. Motion by Henry Janisch to recommend approval to the Village Board the application of Robert Elkins for a land division of two acres from tax parcel 23-161-645.2 and consolidating it into tax parcel 23-161-645.22. Motion 2nd by Mike Marty. Motion carried.

RECOMMENDATION OF SITE PLAN REVIEW – GREGG & ERIN KLEEMAN

The site plan submitted by Gregg and Erin Kleeman is for the reconstruction of their tavern and apartment that was destroyed by fire and was razed in early January located at 116 5th Avenue. Brian Stoddard of Avenue Architects, Inc. gave an overview of the proposed tavern/apartment building. The building will be larger than the previous building, which reduces the parking along the west side to a single stall. There will be a patio beer garden in the front of the building, which will be fenced in. As recommended by the Design Review Committee the stucco siding will be extended along the east side of the building to the second story and a second window will be installed along the west side of the building. It was noted that the Design Review Committee had met prior to the Plan Commission meeting and had approved the Swiss design application with recommendations as stated above. Administrator Owen stated that the Kleemans have also applied for several variances to address the following:

- Lot size requirement for a dwelling unit
- Rear yard setback requirement to construct a stairway for emergency exit to the rear of the building
- Off street parking requirements
- Off street loading requirements

A special Plan Commission meeting has been scheduled for April 7, 2011 to hold a public hearing on the consideration of the variances. Administrator Owen also noted that conditions regarding the beer garden patio will be handled through the Kleemans' liquor license addendum. Kevin Budsberg questioned if the Plan Commission limits the amount of dumpsters a business is allowed. The Commission has no authority in this matter, but neighboring businesses shouldn't infringe on each other regarding dumpsters. In regards to the dumpster for the Kleeman property, it would have to be screened and the Kleemans are working with the adjacent property owner (Botanica Properties) on an easement for the dumpster area. Motion by Henry Janisch to recommend approval to the Village Board the site plan application of Gregg and Erin Kleeman contingent on the following:

- Design Review Committee recommendations are met
- Approval of appropriate variances to the Village zoning ordinance
- Submittal and approval of plans detailed in recommendation 3 on pages 4-5 of the Vandewalle review letter dated 3/15/11
- Recommendations as stated by the Strand Engineering review letter dated 3/21/11
- Implementation of appropriate conditions for operation of the beer garden
- Necessary easements regarding shared use of the dumpster area between Kleeman's and Botanica

Motion 2nd by Beth Alderman. Motion carried.

REVIEW/CONSIDERATION OF AMENDMENT TO VILLAGE OFFICIAL MAP

Administrator Owen stated that this is being brought back to the Commission to give an opportunity to the members that were absent when the map was first presented in December, a chance to review the proposed amendments. The map was drawn to show proposed access streets and road connections for future developments within the village and surrounding areas. The preparation of the map came about during the New Glarus Home project. If recommended by the Plan Commission, the map would be forwarded to the Joint Extraterritorial Zoning Committee for review. Final approval for the amendments to the Official Map would be granted by the Village Board. Motion by Henry Janisch to recommend approval to the Village Board the proposed amendments to the Official Map, 2nd by Suzi Janowiak. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the January and February 2011 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Henry Janisch to adjourn, 2nd by Beth Alderman. Motion carried. Time 7:15 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
January 27, 2011**

PUBLIC HEARING – VARIANCE REQUEST – LARRY & PAM HAUGE (918 10TH AVE)

PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst and Henry Janisch. Absent: Mike Marty, Steve Wisdom and Beth Alderman. ALSO PRESENT: Larry and Pam Hauge, Steve Preston, Ann and Jeff Felt, Zoning Administrator Mike Fenley, and Village Administrator Nicholas Owen.

Chairman Jim Salter opened the public hearing at 6:30 p.m. The Hagues are requesting the following variances regarding front yard and side yard setback requirements per Village code:

- 1-1/2 foot front yard variance to allow the home to be 23-1/2 feet from the property line.
- 2 foot side yard variance to allow the home to be 6 feet from the side property.
- 5 foot side yard variance to allow for an A/C unit to be within the 8 foot side yard setback.

When the Hagues had purchased their home they were not aware that the house had been built too close to the property lines making it nonconforming. This was discovered when an adjacent property owner had surveyed his property for a fence. The variances would resolve the legal issue of the house being built in violation of the current zoning requirements.

With no public comment, Henry Janisch moved to close the hearing, 2nd by Suzi Janowiak. Time: 6:34 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:35 p.m. PRESENT: All those present at the public hearings.

APPROVAL OF AGENDA

Wayne Duerst moved to approve the agenda as presented, 2nd by Suzi Janowiak. Motion carried.

APPROVAL OF DECEMBER 2, 2010 MINUTES

Suzi Janowiak moved to approve the minutes of the December 2, 2010 meeting, 2nd by Henry Janisch. Motion carried.

CONSIDERATION OF VARIANCE REQUEST – LARRY & PAM HAUGE

Wayne Duerst questioned why action was needed and the property would not just remain as a legal non-conforming use. Administrator Owen reported that he and Zoning Administrator Mike Fenley discussed this with the Village Attorney and determined that this was the clearest way to deal with the issue. Motion by Henry Janisch to approve the following variance requests of Larry & Pam Hauge: a 1-1/2 foot front yard variance to allow the home to be 23-1/2 feet from the property line; 2 foot side yard variance to allow the home to be 6 feet from the side property; and a 5 foot side yard variance to allow for an A/C unit to be within the 8 foot side yard setback. Motion 2nd by Suzi Janowiak. Motion carried.

REVIEW/CONSIDERATION OF AMENDMENT TO VILLAGE OFFICIAL MAP

Administrator Owen requested that the item be discussed at the next Plan Commission meeting when more members are present.

BUILDING INSPECTOR REPORT

The Commission reviewed the December 2010 Building Permit Issuance Report.

ADJOURNMENT

Motion by Henry Janisch to adjourn, 2nd by Wayne Duerst. Motion carried. Time 6:45 p.m.

Minutes taken by: Nicholas Owen

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING