

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
April 26, 2012**

PUBLIC HEARING – VARIANCE REQUEST – DARYL & DEB WATTERSON:

PRESENT: Mike Marty, Wayne Duerst, Kevin Budsberg, and Marc Barnaby. Absent: Suzi Janowiak and Beth Alderman. ALSO PRESENT: Daryl Watterson, Deb Watterson, LaVern Wells, Patrick McGowan, Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Wayne Duerst opened the public hearing at 6:30 p.m. filling in for Chairman Jim Salter until he arrived at 6:34 p.m. Patrick McGowan of McGowan Architecture reviewed with the Commission his letter attached to the variance application of Daryl and Deb Watterson. The request is for a 16'-2" encroachment into the rear yard of the property located at 700 Railroad Street to allow for the construction of a deck and walk in cooler within the setback. Village code allows for a 20' rear yard setback. The Wattersons have purchased the property for a pizza restaurant. LaVern Wells, who owns the adjacent property, commented that he was in favor of the variance request. With no further public comment Kevin Budsberg moved to close the public hearing, 2nd by Jim Salter. Motion carried at 6:41 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:41 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA

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

APPROVAL OF MARCH 22, 2012 MINUTES:

Kevin Budsberg moved to approve the minutes of March 22, 2012, 2nd by Mike Marty. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION: VARIANCE REQUEST FOR DARYL & DEB WATTERSON

Kevin Budsberg moved to approve the variance request for Daryl and Deb Watterson, 2nd by Wayne Duerst. Motion carried.

RECOMMENDATION: SITE PLAN FOR DARYL & DEB WATTERSON [D/B/A/: SUGAR RIVER PIZZA]

The Wattersons are proposing to renovate the building at 700 Railroad Street as a pizza restaurant. There is also a Quonset hut on the property that will be removed. The renovations include the construction of a deck and walk-in cooler to the rear of the building and a deck on the second story for additional customer seating. There will also be eight off street parking spaces (including 1 handicapped stall) provided. Discussion followed regarding storm water drainage on the property. Mr. McGowan stated that there is an existing underground culvert, but they are planning to plug it and instead direct drainage by grading the property to create a slope from the rear of the building to the bike trail. Consensus of the Commission is to utilize the existing culvert to prevent standing water on the bike trail. Mr. McGowan stated that an inlet could be installed to the culvert to direct drainage under the bike trail. Screening under the lower rear deck was also discussed. Motion by Kevin Budsberg to recommend approval of the site plan for Daryl and Deb Watterson (d/b/a: Sugar River Pizza) with the following amendments: adding a drainage inlet to the underground culvert; and visual screening under the patio area, 2nd by Marc Barnaby. Motion carried.

RECOMMENDATION: ORDINANCE 12-02/Amending § 305-94(C) [re: Site Plan Approval]

Administrator Owen stated that he had reviewed with the Village Engineers and Building Inspector regarding the compromise proposed at the 3/22/12 Plan meeting and they were all satisfied with the timeline. The current proposal provides for submittal of the site plan application 21 days prior to the Plan Commission meeting allowing 10 days for technical review and 10 days for Commission review. Motion by Kevin Budsberg to recommend approval of Ordinance 12-02/Amending § 305-94(C), 2nd by Wayne Duerst. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the March 2012 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Kevin Budsberg to adjourn, 2nd by Wayne Duerst. Motion carried. Time 7:00 p.m.
Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
March 22, 2012**

PUBLIC HEARING – ORDINANCE 12-02/AMENDING § 305-94(C) SITE PLAN APPROVAL:

PRESENT: Jim Salter, Suzi Janowiak, Mike Marty, Wayne Duerst and Kevin Budsberg. Absent: Marc Barnaby and Beth Alderman. ALSO PRESENT: Deb Carey, Tracey Schwalbe, Julie Lenkiewicz, Chris Lenkiewicz, Leslee Ann Larson, Peg Hammerly, Sue Moen (Post-Messenger-Recorder), Village Administrator Nicholas Owen and Deputy Clerk Barb Roesslein.

Chairman Jim Salter opened the public hearing at 6:30 p.m. The amendment to § 305-94(C) pertains to increasing the submittal time for a site plan review. Deb Carey asked why a change was being proposed because the timeline seems too long and would delay the process. The response was that the current code did not allow ample time for review by Village staff. Ms. Carey wondered if there could be a compromise to the timeline. With no further public comment Suzi Janowiak moved to close the public hearing, 2nd by Mike Marty. Motion carried at 6:38 p.m.

PUBLIC HEARING – ORDINANCE 12-03/CREATING § 101-21 KEEPING OF CHICKENS:

PRESENT: All those present for the first public hearing.

Chairman Jim Salter opened the 2nd public hearing at 6:38 p.m. The public that was present for the public hearing stated that they were in favor of the new ordinance being created for the keeping of chickens within the village. With no further public comment Mike Marty moved to close the public hearing, 2nd by Kevin Budsberg. Motion carried at 6:39 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:39 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA

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

APPROVAL OF FEBRUARY 23, 2012 REGULAR MINUTES, MARCH 1, 2012 SPECIAL MINUTES:

Mike Marty moved to approve the minutes of the February 23, 2012 regular minutes, March 1, 2012 special minutes, 2nd by Wayne Duerst. Motion carried.

RESULTS OF PUBLIC HEARING

RECOMMENDATION: ORDINANCE 12-02/AMENDING § 305-94(C) SITE PLAN APPROVAL

The consensus of the Commission in attempting a compromise on the timeline, included providing an adequate review time without delaying the process. Administrator Owen requested that before any compromises were made to the proposed submittal time he be allowed to discuss it with Village staff for input. Deb Carey suggested that the site plan review process for the Villages of Belleville and Monticello be looked at as a comparison. Motion by Mike Marty to table the recommendation of Ordinance 12-02 for further review until the April Plan Commission meeting, 2nd by Suzi Janowiak. Motion carried.

RECOMMENDATION: ORDINANCE 12-03/CREATING § 101-21 KEEPING OF CHICKENS

Motion by Mike Marty to recommend approval of Ordinance 12-03 Keeping of Chickens with the following changes: delete item G(8), add language of "during all seasons" to item G(6), change 65 degrees to 40 degrees in item G(10) and renumber items 9 through 12 accordingly, 2nd by Kevin Budsberg. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the February 2012 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 6:51 p.m.

Minutes taken by: Barbara Roesslein

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
March 1, 2012**

CALL REGULAR MEETING TO ORDER

Chairman Salter called the special meeting to order at 6:30 p.m. PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst, Beth Alderman, Mike Marty and Kevin Budsberg. Absent: Marc Barnaby. ALSO PRESENT: Dan Dreessens (Delta 3 Engineers), Willis Gladding and Dan Carey (New Glarus Brewing) and Administrator Nicholas Owen.

APPROVAL OF AGENDA

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

RECOMMENDATION OF SITE PLAN REVIEW – NEW GLARUS BREWING

The committee reviewed the site plan and review letter from Village Engineer Pat Rank. Rank recommends approval of the site plan contingent on resolution of 3 stormwater related issues; revision of the stormwater outfall structure to prevent clogging, detailing of additional impervious area and a concern of stormwater draining to the STH 69 ditch on the west side of the property. Dan Dreessens indicated that he is aware of the issues and presented his plan for resolution. Dreessens will revise the stormwater outfall structure to include a wall with a hole to allow for the stormwater to drain and if need be access to clean the structure out. Dreessens indicated that calculation of the addition impervious area will not be a problem. Dreessens also will provide additional information to show that there is a berm on the west end of the property to direct stormwater to a detention pond rather than to the STH 69 ditch. Kevin Budsberg asked if the detention ponds are adequately sized to meet Village and DNR standards. Dreessens indicated that the ponds were constructed with the original brewery project and were oversized at the time to handle this expansion and that they will meet Village and DNR standards. Motion by Kevin Budsberg to recommend approval for the site plan for New Glarus Brewing contingent on submittal and resolution of the items identified in the 2/29/12 email from Pat Rank of Strand Associates, 2nd by Beth Aldermen. Motion carried.

ADJOURNMENT

Motion by Kevin Budsberg to adjourn, 2nd by Mike Marty. Motion carried. Time 6:49p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
February 23, 2012**

PUBLIC HEARING – VARIANCE REQUEST – MIKE CONN:

PRESENT: Jim Salter, Suzi Janowiak, Mike Marty, Wayne Duerst, Beth Alderman and Kevin Budsberg. Absent: Marc Barnaby. ALSO PRESENT: Mike Conn, Pat Topp, Bonnie Wirth, Nancy Luchsinger and Village Administrator Nicholas Owen.

Chairman Jim Salter opened the public hearing at 6:30 p.m. Mike Conn stated he is requesting a variance to allow him to temporarily place his 40-foot RV in the mobile home park. Conn stated that he cannot park his RV at the RV park because they do not have a sufficient electrical service and do not have adequate sanitary sewer facilities. Conn further stated he feels he would have a hardship if this is not approved because he needs somewhere to live other than a hotel and he is not interested in renting since he already owns his home and the RV. Conns application requested approval from February 23, 2012 through February 23, 2016. Administrator Owen noted that the Commission can only approve this type of temporary variance for 3 months and the applicant would

be required to renew every three months. With no further public comment Beth Aldermen moved to close the public hearing, 2nd by Mike Marty. Motion carried at 6:38 p.m.

CALL REGULAR MEETING TO ORDER

Chairman Salter called the regular meeting to order at 6:39 p.m. PRESENT: All those present for the public hearing.

APPROVAL OF AGENDA

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

APPROVAL OF JANUARY 26th REGULAR MINUTES, FEBRUARY 9, 2012 SPECIAL MINUTES:

Kevin Budsberg moved to approve the minutes of the January 26th regular minutes, February 9th special minutes, 2nd by Mike Marty. Motion carried.

RESULTS OF PUBLIC HEARING

CONSIDERATION OF VARIANCE REQUEST MIKE CONN:

The committee discussed whether this request met the threshold for being a hardship or if it was more of an inconvenience. The committee also expressed concern for establishing a precedence if the variance is approved. Motion by Beth Aldermen to deny the variance request for Mike Conn, 2nd by Suzi Janowiak. Motion carried.

DISCUSSION: DRAFT ORDINANCE ALLOWING RAISING OF CHICKENS: The committee reviewed the draft ordinance. Beth Aldermen asked if there was a definition for the noise complaints under section M. Administrator Owen stated there was not, it would be similar to barking dog complaints where the police would respond and assess the situation.

Mike Marty stated he was opposed to the requirement in section J(1) requiring the signature of 50% of the neighbors within 100 feet. Consensus of the committee was to remove this requirement.

Administrator Owen requested direction from the committee on setting a maximum size limit for the coops. He informed the group he and Building/Zoning Inspector had been researching maximum size limits for coops indicating that the current maximum size for an accessory structure is 33% of the open space in a rear yard. Consensus of the committee was that a maximum size limit would not be needed.

The committee asked for clarification on the requirement in G(9) that disposal of waste must comply with §257 in Village code. Administrator Owen reported that §257 covers disposal of waste in the Village and would cover proper disposal of chicken waste/bedding and prohibit the disposal of carcasses with the regular garbage.

The committee discussed the fees. Administrator Owen reported that the first year fee would include the \$20 original application, a \$20 licensing and a \$25 zoning inspection for the placement of the coop. After the first year only the \$20 license fee would be required. The committee discussed how this fee related with other Village fees for registration of pets and concluded the fees were reasonable.

The committee requested that in section J(2) language be added requiring that the chicken run is also shown on the scale drawing.

In section G(10)(b) the committee requested the addition of "or other technology" after the words "Heating Lamps". The new sentence would read "Heating lamps or other technology may need to be provided...." The committee further discussed the requirement of a minimum temperature of 65 degrees Fahrenheit during winter months. Mike Marty indicated he will consult with a veterinarian on the issue. The committee further discussed how the coop would be provided electrical service for the heating feature. Administrator Owen will consult with Building Inspector Mike Fenley on the issue.

In section E the committee requested additional language regarding the keeping of chickens for fighting. The sentence will be amended to read "Raising or keeping of hens for fighting and the fighting of hens or other fowl is not allowed within the Village limits of New Glarus as per Wisconsin Statute 951.08.

The committee discussed the requirement in G(8) requiring the coop to match the main dwelling (house). Committee members expressed concern that this would not allow citizens to creatively dress up the coop with art projects from their children or similar activities. Consensus of the committee was that the requirement was vague enough to allow this type of activity but still have the coop appear presentable.

The committee expressed that they liked the requirement of registration with the Wisconsin Department of Agriculture in section L(1) but raised questions of the difficulty of the registration process. Administrator Owen indicated he would research the process for the next meeting.

Consensus of the committee was to have Administrator Owen make the noted revisions to the ordinance for a public hearing/informational meeting and possible consideration at the March 22nd Plan Commission meeting.

RECOMMENDATION: ORDINANCE AMENDING SECTION 305-94(c) SITE PLAN APPROVAL: The proposed ordinance extends site plan submittal from one week to 30 days prior to the regularly scheduled plan commission meeting to allow Village staff and consultants more time to review complex site plans. If the change is acceptable the next step would be a public hearing on the change at the March 22nd plan commission meeting. The committee briefly discussed adding a general site plan review to the site plan process for individuals that want input on a site plan before beginning the site plan approval process. Administrator Owen stated currently there was no formal process for this but individuals have come to plan commission for this type of review in the past. Administrator Owen to research the general site plan process further. Motion by Kevin Budsberg to hold a public hearing on the Ordinance amending site plan approval at the March 22nd meeting, 2nd by Beth Aldermen. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the January 2012 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 7:16 p.m.

Minutes taken by: Nicholas Owen

VILLAGE OF NEW GLARUS VILLAGE PLAN COMMISSION MEETING February 9, 2012

CALL REGULAR MEETING TO ORDER

Chairman Salter called the special meeting to order at 6:30 p.m. PRESENT: Jim Salter, Suzi Janowiak, Wayne Duerst, Marc Barnaby, Mike Marty and Kevin Budsberg. Absent: Beth Alderman. ALSO PRESENT: Steve Kieckhafer (Plunkett Raysich Architects), Matt Schreiner (Vierbicher) and Administrator Nicholas Owen.

APPROVAL OF AGENDA

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

RECOMMENDATION OF SITE PLAN REVIEW – NEW GLARUS SCHOOL DISTRICT

Administrator Owen explained that the Village has received a review letter from Pat Rank of Strand Associates detailing the remaining items that need to be clarified with the site plan and that Rank is recommending approval of the site plan contingent on resolving the remaining items identified. Steve

Kieckhafer and Matt Schreiner added that they have been in contact with Strand and do not anticipate any problems with quick resolution to Ranks questions. Motion by Kevin Budsberg to recommend approval of the site plan for the New Glarus School District, contingent on successful resolution of the items detailed in Strand Associates letter dated 2/9/12 second by Wayne Duerst. Motion carried.

DISCUSSION: ALLOWING RAISING OF CHICKENS

Administrator Owen stated that the Village received a request to consider allowing chickens in the Village and attached to the plan commission packet was some information regarding urban chicken raising and ordinances from other communities regulating the raising of chickens. Mike Marty presented additional information on urban chicken raising drafted by Veterinarian Leslee Larson. Consensus of the committee was that they are open to considering allowing chickens as long as there is a permitting process and regulations regarding the keeping of chickens. Administrator Owen will draft an ordinance for review at the February meeting and if favorable a public hearing at the March meeting, as well as a presentation from a Veterinarian on urban chicken raising.

ADJOURNMENT

Motion by Mike Marty to adjourn, 2nd by Kevin Budsberg. Motion carried. Time 6:51 p.m.

Minutes taken by: Nicholas Owen

**VILLAGE OF NEW GLARUS
VILLAGE PLAN COMMISSION MEETING
January 26, 2012**

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, Marc Barnaby and Kevin Budsberg. Absent: Beth Alderman and Mike Marty. ALSO PRESENT: Steve Kieckhafer (Plunkett Raysich Architects), Village Zoning Administrator Mike Fenley and Deputy Clerk Barbara Roesslein.

APPROVAL OF AGENDA

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

APPROVAL OF OCTOBER 27, 2011 MINUTES

Suzi Janowiak moved to approve the minutes of the October 27, 2011 meeting, 2nd by Kevin Budsberg. Motion carried.

RECOMMENDATION OF SITE PLAN REVIEW – NEW GLARUS SCHOOL DISTRICT

The site plan submitted by the New Glarus School District is for a 26,000 sq ft expansion on the north side of the high school building. The expansion would consist of additional class rooms, an office and a community events room. Steve Kieckhafer of Plunkett Raysich Architects presented an overview of the plans to the Commission. Discussion followed regarding the review letter (dated 1/26/12) received from Village Engineer Pat Rank of Strand Associates. Mr. Kieckhafer stated that he had been in contact with his Civil Engineer at Vierbicher and they felt that the concerns expressed by Mr. Rank could be addressed without too much difficulty. The Civil Engineer would be in contact with Mr. Rank. Mr. Kieckhafer also stated that they had been in contacted with the Wisconsin DNR. The DNR expressed that they would like a small portion at the northeast corner of the property be left undisturbed. They (Mr. Kieckhafer) would relay this to Mr. Rank. Mr. Rank's letter asked that the proposed ballfield be identified on the plans. Mr. Kieckhafer stated that the ballfield would only come about if materials would be taken on site for fill. It still needs to be determine if the cost would be less expensive for fill being brought in or taken onsite. Lighting around the addition was also discussed. Zoning Administrator Fenley noted to the Commission that the proposed 8' fencing around the playground area would require Commission approval per Village code (§ 305-66(2)). The Commission expressed that they liked the overall plan for the addition, but would like the concerns addressed by Mr. Rank to be resolved before they could make a recommendation on the site plan. Mr. Kieckhafer was asked what the timeline was for the proposed project. He indicated that they hoped to send the plans out for bid by mid February and bring back a bid for approval to the New Glarus School Board at their March 5, 2012 meeting. Mr. Kieckhafer stated that his Civil Engineer indicated he could have revised plans by February 8th after

being in contact with Mr. Rank. (Chairman Salter left meeting at 7:10 p.m. with Wayne Duerst assuming the chair position.)

Motion by Suzi Janowiak to table recommendation of site plan for a special Plan Commission meeting set for February 9, 2012 to further review the site plan. Motion 2nd by Wayne Duerst. Motion carried.

BUILDING INSPECTOR REPORT

The Commission reviewed the October through December 2011 Building Permit Issuance Reports.

ADJOURNMENT

Motion by Kevin Budsberg to adjourn, 2nd by Suzi Janowiak. Motion carried. Time 7: 26 p.m.

Minutes taken by: Barbara Roesslein

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING