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Town of New Glarus

MINUTES
TOWN OF NEW GLARUS
Plan Commission Meeting
Wednesday May 14, 2014
Town Hall- Swiss Miss Center 1101 Hwy 69 New Glarus @ 6:30 PM

ATTENDING: Keith Seward, Bob Elkins, John Ott, Reginald Reis, Dean Streiff and
Susan McCallum, Deputy Clerk

ALSO ATTENDING:

ABSENT: John Freitag

Deputy Clerk swore Dean Streiff in as regular Plan Commission member.

1. Call Meeting to Order: Chair Seward called the meeting to order at 6:35pm.
2. Review Proof of Posting: Deputy Clerk Susan McCallum attested to proper posting.
3. Approve Minutes from December 5, 2013: J. Ott moved to approve the minutes, 2nd by Bob Elkins. Under discussion, J. Ott asked to change the name under item #8 on page three from Kent to Fire Chief Dave Anderson. Motion carried.
4. Public Comments: None.
5. Plan Administrator Update: Handouts, Discuss and consider road mailbox placement: Handouts included available parcels document (170) and two grant opportunities. She asked the commissioners to review for changes, B. Elkins pointed out the Borucki information needed change. K. Seward suggested this information be referred to the Growth Sub-committee. S. McCallum provided copies of newly enacted laws; Acts 74, 272, 280; and how they would affect the land division ordinance. She suggested the commission form a sub-committee to review the needed changes and explore other possible newly enacted laws. J. Ott asked if any of these have never been addressed by the commission in the land division ordinance. S. McCallum reviewed the change to percent of escrow for improvements that is in the ordinance. She pointed out the shortened time frame for approvals. K. Seward said he has heard discussion at Town Association meetings about these types of changes. He asked would the commission be in favor of appointing a sub-committee to review these changes, J. Ott stated we have to, all agreed. **K. Seward** then asked for volunteers to be appointed to this group, he volunteers to be involved. R. Reis questioned why the legislature passed them, there was general speculation regarding reasoning. B. Elkins asked if the Deputy Clerk has gone through our ordinance to identify the areas of change and could she continue with the process. S. McCallum said yes but her concern is all the statutes referenced within our ordinance and do any of these affect those. R. Reis asked for time to absorb what has been presented, maybe 30 days, and then decide on involvement. K. Seward stated he would like to appoint the sub-committee at the June 17 town board meeting. J. Ott asked, if we updated the ordinance would we have to identify the places that need to be changed, this is a process not a decision making process. K. Seward said that the sub-committee would recommend to Plan Commission and then to Town Board and then Public Hearing. He asked could the Deputy Clerk review and point out the needed changes and then the committee review for approval. B. Elkins said that there are references to Acts 376 and 399, it is a long process to review those. There was continued discussion regarding time required to review and suggest changes. S. McCallum said that there are opinions from the Legislative Reference Bureau and Council to help explain changes. **D. Streiff** said he would be willing, **R. Reis** said he would like to look at the

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documents to evaluate the situation before committing. He will get back to Seward within a week. S. McCallum will provide a hard copy of Chapter 110 to both. J. Ott wondered how this would affect the ETZ, S. McCallum also felt that would need to be evaluated.

S. McCallum presented the commission information regarding post office mailbox issues brought forward from the patrolman regarding snow plowing. She included supporting documents with placement criteria from USPS and another town's ordinance. She suggested this be developed to guide placement in newly created subdivisions or as a standalone ordinance. There was general discussion regarding current placements, responsibilities of homeowners and past damage experience. The Town Clerk has a policy she uses to reimburse for damaged boxes but there is not a formal policy adopted by the board. K. Seward stated the consensus is that we need to address the issue, but who would take responsibility to review and recommend ordinance. **B. Elkins** and **J. Ott** volunteered to help with this issue. S. McCallum suggested the patrolman be an ad hoc member, **K. Seward** stated he should be involved with beginning discussion.

6. Update: Town Growth plan: K. Seward informed the commission that the sub-committees have identified potential properties from the perspective of residential, commercial and municipal uses. The discussion has been to identify what we need to do to go forward with growth. He asked if the commission members were aware of the loss of the current town hall rental space in the coming year. Various locations have been looked at and there has been discussion regarding renting or owning. There is a meeting on May 28 to get information from electric and gas utilities, and then expand to other utility type service companies such as phone and internet. There are also financing issues to be considered, B. Elkins and D. Streiff have volunteered to participate on this subcommittee. At this point there isn't a funding need but it will come as the plans come to fruition. J. Ott asked what was the discussion at the annual meeting. K. Seward said there was support of a Town Growth Plan. R. Reis asked did we get a development/population density map to the utilities ahead of this meeting so they would be able to make a decision to get involved. K. Seward stated the Green County Farmland Preservation map shows the concentrations of residential development. Questions for the companies would be; would you serve, could you serve, financial commitments and what are your issues to this development plan. At the last Village Board meeting (he attended) they considered two questions: where to site the library- the decision was to get more information on the safety impact costs; and secondly the cooperative boundary agreement process was voted down 4 to 3. D. Streiff asked by their decision will we now have to look for a place for our town hall. K. Seward said that still has a short and long term answer. J. Ott stated that to develop our own location it is going to take time, there are grants available for community facilities, and how do we access those. S. McCallum handed out information regarding the CDBG grant seminar she attended and information on the Rural Development grants.

7. Discuss and consider: Tower Ordinance, including ETZ: K. Seward stated that the state changed the statutes to disallow town ordinance control. We have a current ordinance that is unenforceable. The county has redone theirs'; he feels they don't address his concerns about setbacks and remediation. He said that setback distances have been eliminated. He has heard two legal opinions regarding remediation; if ordinance doesn't address you can and the other states you can't. The question to the commission is how do we approach the village in regards to an ordinance in the ETZ as the existing towers are in this district. Do we address this with remediation language in this area? R. Reis said what he hears Keith saying is that the state has passed a statute that supersedes any in the town or county, so why should the town address at all. K. Seward said the state does not issue the permits the town does. J. Ott said he feels that we have to follow the state but if there are any areas we can address we should. B. Elkins said we cannot address setback if that is stated in statutes but he questioned whether we would have any input for remediation. It was discussed that outside this district the County ordinance is in effect unless the town writes its' own. J. Ott suggested as far as remediation the companies will walk away and the landowner would be responsible. He felt that it could be addressed as a landowner issue just like an abandoned house process. There was no objection to K. Seward asking the question regarding writing a cell tower

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ordinance in the ETZ to that committee.

8. Municipal cash transfers regarding Intergovernmental Agreements: Absent a CBA there is not an intergovernmental agreement in place for dispersing collected impact fees such as: library, pool house renovation which has been completed but the town has not issued payment and potential joint public works garage. This may mean the fees already collected must be returned if not utilized in the required time frame. J. Ott asked, are these designated? K. Seward said yes the portions of impact fees for these uses are designated. Then the question is do we enter into an intergovernmental agreement to expend the funds or not proceed. J. Ott feels that the town should own its' own town hall and the public works building has seen better days. K. Seward stated he just wanted to make the commission aware of the issue.

9. Set Next Meeting Date and Agenda: The next meeting will be June 12 at 6:30 pm, agenda items to include: Green County wind ordinance, ETZ update.

B. Elkins moved to adjourn at 8:08 pm, 2nd by J. Ott. Motion carried.