

OFFICE OF
Town of New Glarus

MINUTES
TOWN OF NEW GLARUS
Plan Commission, Sub-Committee Ord. 110 Meeting
Friday February 6, 2015

ATTENDING: Keith Seward, Craig Galhouse and Susan McCallum, Deputy Clerk

ALSO ATTENDING: No one ABSENT: No one

1. Call Meeting to Order: Chair Seward called the meeting to order at 8:34am.
 2. Proof of posting: S. McCallum attested that the agenda was properly posted.
 3. Approve Minutes from February 2, 2015: C. Galhouse moved to approve the February 2, 2015 minutes with corrections discussed, 2nd by K. Seward. Motion carried. Correction to include in 4. 2) “reviewing...” strike ETZ and change to CDA process planning area map of 7/2012.
 4. Discuss and review process to incorporate WI Acts 272, 280 and 74: S. McCallum handed out the updated ordinance and Appendix C/C-1 with changes to date which were then reviewed. She said she had not completed two items from last meeting; Case # definition and Green County’s approval process. There wasn’t an objection to adding wording on Appendix C, under Application Filing Date- “Date placed on Plan Commission agenda for complete review”; #9- “Approval/denial from other authorities.” and #13 changed to “Follow requirements in Article V.” They were okay with the incorporation of ACT 280 language in 110-20 B (1) & (3). After discussing developer agreements and what is or not included in them, McCallum was directed to look for any agreements the Town may have for Kubehl or Windmill Ridge. It was also decided to pose the question “Do we want to determine or expand guidelines for Developer Agreements?” to the Plan Commission. McCallum handed out State Statute 30.195 “Changing of stream courses” for review in regard to 110-29 B. It was decided to elevate the section to the Town Engineer for review and comment to include; do we have authority?, suggested change in language, and could he respond before next meeting on the 13th or 26th Plan meeting, if not by when?. There was also a question regarding maps created with the navigable waterways in the Town. It was decided to bring this section, any changes and include Drainage Districts to the Plan Commission for discussion.
The committee began review at page 20, 110-32 and discussion included whether building envelopes are reviewed upon building permit issue. McCallum said she spoke with the Building Inspector and he does not review the CSMs or this aspect. In discussion it was also said that McCallum also does not get notification of inspections, final inspection and occupancy permits. She felt that the final inspection is of importance having a new assessor, how are they notified, she has agreed to let our contact know when a project is completed. It was decided that K. Seward will meet with the Town Clerk and define what information is needed from the inspector and refer to his contract. He will discuss these items with him and then bring to the board for implementation.
McCallum brought to discussion 110-35 D. (4) in regards to the three was to define open space. She felt that “or cluster development ownership covenants.” covenants should not be used as the Town does not have authority to impose restrictions etc. in the documents. It was decided to ask this question of the Plan Commission and obtain a legal opinion from the Town Attorney.
The review continued; McCallum needs to research the statutes in 110-36 G. for the next meeting. The committee asked her to also research information on Reverse Annexations.
 5. Set Next Meeting Date and Agenda: Friday, February 13, 2015 8:30am, continue review of final changes.
- K. Seward moved to adjourned at 10:30 am, 2nd by C. Galhouse. Motion carried.