

NEW GLARUS
JOINT EXTRATERRITORIAL ZONING COMMITTEE MEETING
TOWN OF NEW GLARUS / VILLAGE OF NEW GLARUS
Village Hall Board Room – 319 2nd Street, New Glarus, WI
8/22/23 6:00 P.M.

AGENDA:

- 1) Call to Order
- 2) Approval of Agenda
- 3) Approval of 3/21/23 Meeting Minutes
- 4) Public Comments
- 5) Discussion and Potential Recommendation on the Green County Highway Department Application for Land Division by Certified Survey Map (CSM), W6177 State Hwy 39, Parcel 2302401220000
- 6) Adjournment

Lauren Freeman
Administrator
Village of New Glarus

POSTED:	New Glarus Village Hall –	8/18/23
	New Glarus Post Office –	8/18/23
	Bank of New Glarus -	8/18/23

Kelsey Jenson, Clerk

PERSONS REQUIRING ADDITIONAL INFORMATIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 608-527-2510.

New Glarus Joint Extraterritorial Zoning Committee
Town of Exeter/Village of New Glarus
Village Hall Board Room – 319 2nd Street, New Glarus, WI
7/18/23 6:00 PM

The meeting was called to order at 6:00 p.m. by Roger Truttman (Village). Members Present: Ted Fahey (Town of Exeter), Bekah Stauffacher (Village), Suzi Janowiak (Village). Also Present: Village Administrator Lauren Freeman

Approval of Agenda: Bekah Stauffacher moved approval of agenda. Suzi Janowiak seconded. Motion passed 4-0

Approval of Minutes from 3/21/23: Suzi Janowiak moved approval. Bekah Stauffacher seconds. Motion passes 4-0.

Public Comments: None

Discussion and Potential Recommendation on the Ridgeview Farms Application for Land Division by Certified Survey Map (CSM), Cardinal Crest Lane, Parcel 2301400440240: Bekah Stauffacher moved to recommend the application for land division to the Village Board. Suzi Janowiak seconds. Motion passes 4-0.

Adjournment: Meeting adjourned at 6:09 p.m.

Minutes taken by Lauren Freeman, Village Administrator.



To: New Glarus Extraterritorial Zoning (ETZ) Committee
From: Mark Roffers, Village Planning Consultant
Date: August 16, 2023
Re: Green County Highway Department CSM, Highway 39

This CSM will facilitate the division of 11.88 acres from the Shotliff farm along the south side of Highway 39, over 1 mile west of the nearest developed part of the Village. This CSM is within the Village's extraterritorial land division review jurisdiction, but just outside of the Village's extraterritorial zoning area. The intent of the division and new lot is for a satellite County highway shop.

The land division has no foreseeable impact on future Village development, complies with all applicable Village subdivision ordinance provisions, and appears technically correct. I therefore recommend that the ETZ Committee recommend Village Board approval of this CSM (Talarczyk job no. 23013 dated 7/5/23) with no Village conditions.

I do have the following suggestions for the CSM that I believe would provide greater clarity as to its current and future intent:

1. Change "15' Recreational & Utility Easement" to "15' Public Recreational & Utility Easement." I recommend that all easements indicate a beneficiary; in this case it would be the "public."
2. Change the "66' private road easement" to "Reserved for Future 66' Wide Street", and add the following related note: "Within the area designated as 'Reserved for Future 66' Wide Street', the owner of Lot 1 shall not permitted to construct any structures, except for a driveway/road and associated improvements. The Lot 1 owner shall, within 90 days of receipt of a written request for the municipality with jurisdiction, deed or otherwise transfer title to the reserved area for the cost of \$1 for purposes of constructing a public road and associated improvements therein." I understand that the purpose of this corridor is to provide the *possibility* of a future public road to serve the balance of the Shotliff farm and/or connect with Ashley Lane at some future date. A road reservation rather than an easement appears the better vehicle to allow this.
3. "Change the "66' driveway easement" to "66' joint driveway easement per separate recorded document", and make it clear that this easement area also extends over the

northern ~200 feet of the aforementioned road reservation area to connect to Highway 39. And, then, prepare and record an easement document to provide for beneficiaries, rights, and responsibilities for that easement and the driveway to be constructed within it. I understand that this will provide replacement access for the cell tower southeast of CSM Lot 1, and to the balance of the Shotliff farm to the southeast.

4. Clarify the “open space” label under the “Lot 1” label on CSM Sheet 1 and associated Note 5 on Sheet 3. At present, it seems to me that this label and this note may limit the County from doing what it intends on the site, or possibly create future conflict. What I might suggest is removing the “open space” label from Sheet 1 altogether, and changing the Sheet 3 note to read something like this: “The only structures permitted on Lot 1 shall be for county, municipal, or agricultural use; no residential, commercial, or industrial structures are permitted. With this restriction, Lot 1 is classified by Town and Village of New Glarus regulations as ‘open space’, not counting against land area or lots for future residences on the farm from which Lot 1 was divided.”

Parcel 23024-0122.0000 (Township)
Randall Shetliff

PERMIT FEE: \$100. ✓ pd. 7/20/23
PERMIT NO.: 23CAM03

VILLAGE OF NEW GLARUS
APPLICATION FOR LAND DIVISION OR CONSOLIDATION BY
CERTIFIED SURVEY MAP [CSM]

TODAY'S DATE: 7/19/23

APPLICANT NAME: Green County Highway Dept
ADDRESS: 2813 6th St. Monroe, WI 53566
TELEPHONE: 608-328-9411 c.narveson@greencountywi.org

SITE ADDRESS: W6177 5TH 39, New Glarus, WI 53574

DESCRIPTION OF SITE BY LOT, BLOCK AND RECORDED SUBDIVISION OR BY
METES & BOUNDS: Part of the NW SW and SE 1/4 of the
SE 1/4 of Sec. 16, T4N, R7E

PRESENT ZONING OF SITE: Ag

NOTICE TO APPLICANT:

ATTACH FIFTEEN (15) COPIES OF CERTIFIED SURVEY MAP PREPARED BY
REGISTERED SURVEYOR SHOWING ALL THE INFORMATION REQUIRED FOR A
BUILDING PERMIT AND EXISTING AND PROPOSED LANDSCAPING.

ATTACH PLOT MAP TO SHOW LOCATION OF CSM.

ATTACH COMPLETED ENVIRONMENTAL ASSESSMENT CHECKLIST.

Robert A. Valaruzzi, Agent
Applicant Signature

PRESENTED TO VILLAGE CLERK: 7/20/2023

REFERRED TO ZONING ADMINISTRATOR: 7/20/23

REFERRED TO PLAN COMMISSION: _____

PLAN COMMISSION REVIEW: _____

PUBLICATION OF AGENDA [class 1]: _____

DETERMINATION: APPROVE CONDITIONALLY DENY

APPROVE

DATE: _____

IF CONDITIONALLY APPROVED STATE SPECIFICS: _____

Village Plan Commission Chairman

PRESENTED TO VILLAGE BOARD: _____

DETERMINATION: APPROVE CONDITIONALLY APPROVE

DATE: _____

IF CONDITIONALLY APPROVED STATE SPECIFICS: _____

DATE: _____

Village President

**VILLAGE OF NEW GLARUS ENVIRONMENTAL ASSESSMENT CHECKLIST
FOR SUBDIVISIONS AND LAND DIVISIONS BY CERTIFIED SURVEY**

Project Name:

Green County Highway Dept.

Applicant's Name:

Robert Talanczyk, Agent

All "Yes" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development/land division.

LAND RESOURCES

Does the project site involve any of the following:
(If "yes", how does the developer propose to address the matter?)

	Yes	No
Changes in relief and drainage patterns? If yes, attach two (2) copies of: <input type="checkbox"/> A topographic map showing, at a minimum, two (2) foot contour intervals.		X
A floodplain? If yes, attach two (2) copies of: <input type="checkbox"/> A typical stream valley cross-section showing 1) the channel of the stream; 2) the 100-year floodplains limits and 3) floodway limits [if officially adopted] of each side of the channel; AND <input type="checkbox"/> A cross-section of the area to be developed		X
An area of soil instability - greater than 20% slope and/or organic soils, peats, or mucks at or near the surface?		X
Prime agricultural land (Class I, II, or III soils)?		X
Wetlands and mapped environmental corridors?		X
Unique physical features or wildlife habitat?		X

WATER RESOURCES

Does the proposed project involve any of the following:

Location within the area traversed by a navigable stream or dry run?		X
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HUMAN AND SCIENTIFIC INTEREST

Does the project site involve any of the following:

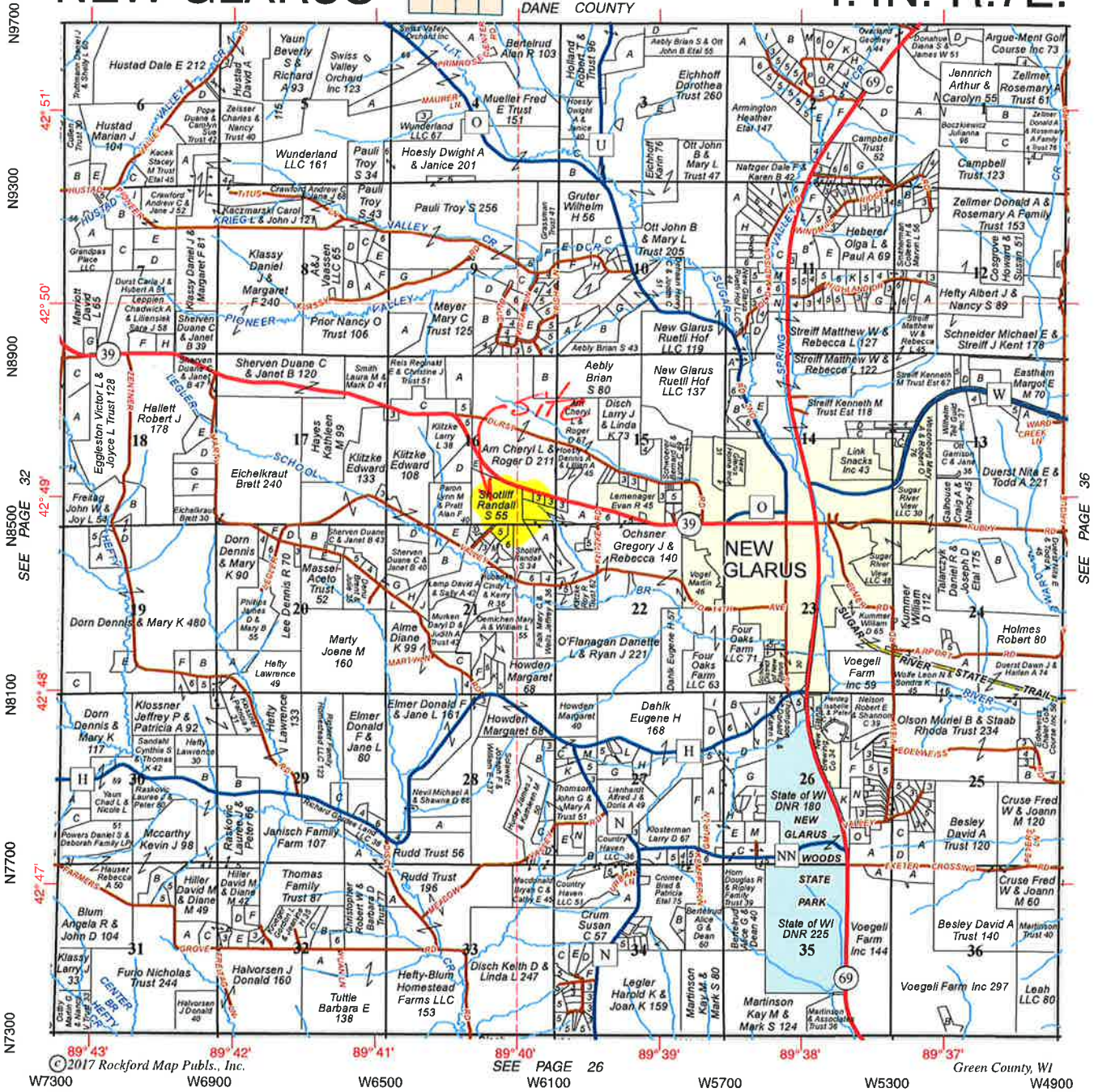
An area of archeological or geological interest?		X
An area of historical interest?		X
An area of buildings or monuments with unique architecture?		X
Unique, uncommon, or rare plant or animal habitats?		X
Mature native tree species?		X

NEW GLARUS



DANE COUNTY

Refer to page 57 for keyed parcels
T.4N.-R.7E.



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 - Trust and Estate Planning



CHECKLIST FOR LAND DIVISION OR CONSOLIDATION BY CSM APPLICATION

Completed land division or consolidation by CSM application must be submitted to Village Clerk's Office, along with fee and other requirements outlined by checklist. **Applications must be received 15 days prior to the Plan Commission meeting in order to be placed on agenda to meet publication deadlines.** The Plan Commission meets the 3rd Thursday of each month and Village Board meets the 1st and 3rd Tuesday.

The application will be placed on agenda only after completed form and fee have been filed with the Village Clerk's Office. Please note all applications must be reviewed by the Plan Commission and forwarded to Village Board for final action.

Required Items:

1. Completed land division or consolidation by CSM application.
2. Fifteen (15) copies of Certified Survey Map (CSM) prepared by registered surveyor showing all the information required for a building permit and existing and proposed landscaping.
Do you really utilize 15 copies?
3. Plot map to show location of CSM.
4. Completed Environmental Assessment checklist (attached to application).
4. Fee of \$100.00 (Resolution R10-05).

CERTIFIED SURVEY MAP No. _____

Part of the Northwest, Southwest and Southeast 1/4s of the Southeast 1/4 of Section 16, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.



LEGEND:

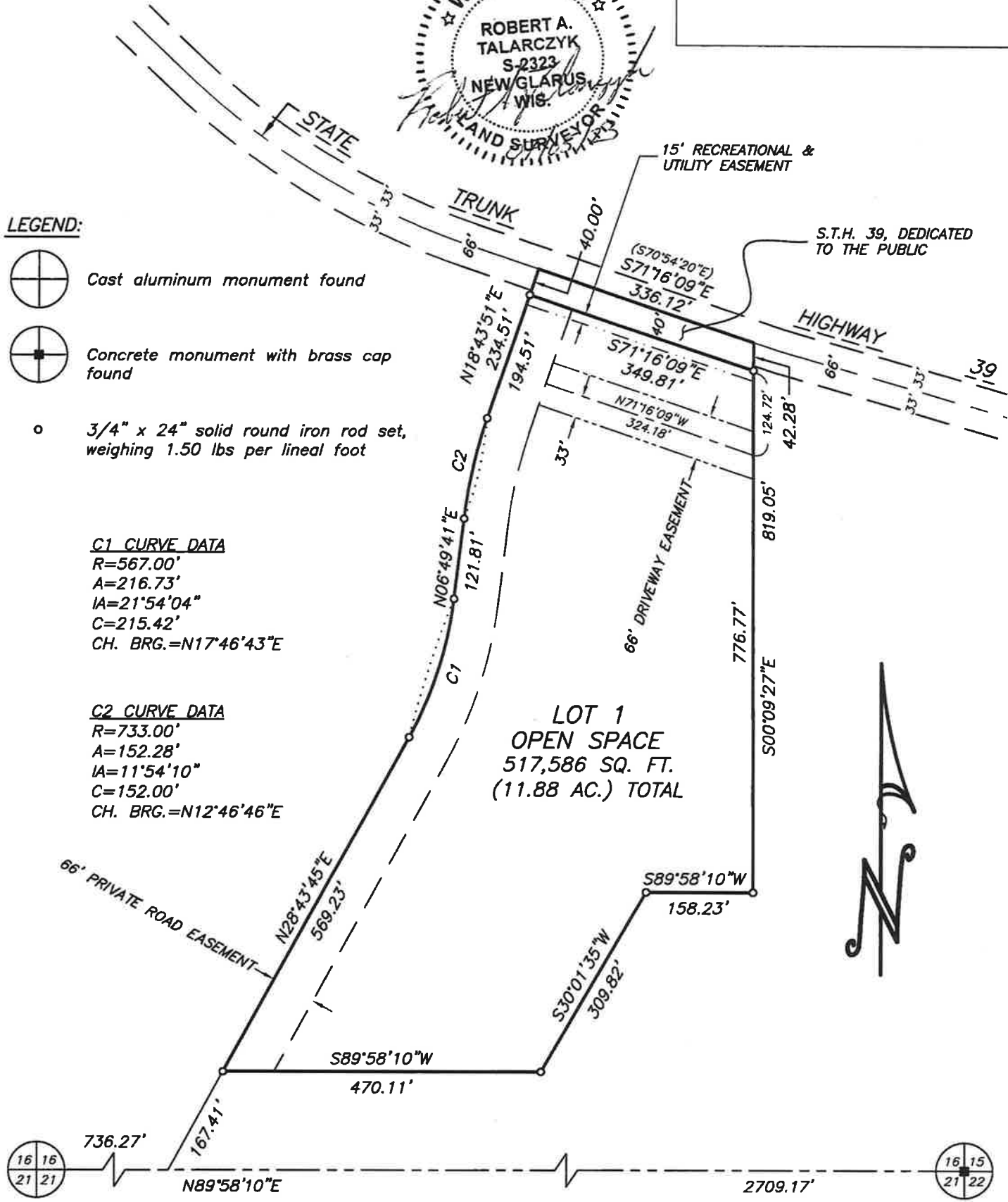
- Cast aluminum monument found
- Concrete monument with brass cap found
- 3/4" x 24" solid round iron rod set, weighing 1.50 lbs per lineal foot

C1 CURVE DATA

R=567.00'
 A=216.73'
 IA=21°54'04"
 C=215.42'
 CH. BRG.=N17°46'43"E

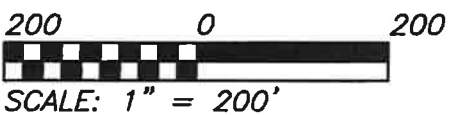
C2 CURVE DATA

R=733.00'
 A=152.28'
 IA=11°54'10"
 C=152.00'
 CH. BRG.=N12°46'46"E



VOL. _____ PAGE _____

PREPARED FOR:
 Green County Highway Department
 2813 6th Street
 Monroe, WI 53566
 (608) 328-9411



TALARCZYK
 LAND SURVEYS LLC
 517 2nd Avenue
 New Glarus, WI 53574
 608-527-5216
 www.talarczykssurveys.com

JOB NO. 23013
 POINTS 21125
 DRWG. 23013_1
 DRAWN BY MST

CERTIFIED SURVEY MAP No. _____

That part of the Northwest, Southwest and Southeast 1/4s of the Southeast 1/4 of Section 16, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, bounded and described as follows:

Commencing at the South 1/4 corner of said Section 16; thence N89°58'10"E along the South line of Section 16, 736.27'; thence N28°43'45"E, 167.41' to the point of beginning; thence N28°43'45"E, 569.23'; thence Northeasterly, 216.73' along the arc of a curve to the left whose radius is 567.00' and whose chord bears N17°46'43"E, 215.42'; thence N06°49'41"E, 121.81'; thence Northeasterly, 152.28' along the arc of a curve to the right whose radius is 733.00' and whose chord bears N12°46'46"E, 152.00'; thence N18°43'51"E, 234.51' to the centerline of State Trunk Highway 39; thence S71°16'09"E along said centerline, 336.12'; thence S00°09'27"E, 819.05'; thence S89°58'10"W, 158.23'; thence S30°01'35"W, 309.82'; thence S89°58'10"W, 470.11' to the point of beginning; subject to a public road right of way as shown and to any and all easements of record.

I hereby certify that this survey is in compliance with Section 236.34 of the Wis. Statutes and the subdivision regulations of the Town of New Glarus, the Village of New Glarus and Green County; and that under the direction of Chris Narveson, I have surveyed, monumented, and mapped the lands described hereon; and that this map is a correct representation of all exterior boundaries of the land surveyed in accordance with the information provided.

July 5, 2023



Robert A. Talarczyk
Robert A. Talarczyk, P.L.S.

OWNER'S CERTIFICATE OF DEDICATION:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. I also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: The Town of New Glarus, The Village of New Glarus, Green County Land Use & Zoning Department.

WITNESS the hand and seal of said owner this _____ day of _____, 20_____.
In the presence of:

Randall S. Shotliff

STATE OF WISCONSIN)

_____ COUNTY) SS

Personally came before me this _____ day of _____, 20_____, the above named Randall S. Shotliff to me known to be the same person who executed the foregoing instrument and acknowledged the same.

My commission expires _____.

JOB NO. 23013
POINTS 21125
DRWG. 23013_1
DRAWN BY MST

SHEET 2 OF 3

TALARCZYK
LAND SURVEYS LLC
517 2nd Avenue
New Glarus, WI 53574
608-527-5216
www.talarczyksurveys.com

VOL. _____ PAGE _____

CERTIFIED SURVEY MAP NO. _____

Part of the Northwest, Southwest and Southeast 1/4s of the Southeast 1/4 of Section 16, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

TOWN APPROVAL: Approved for recording this _____ day of _____, 20____ by the Town of New Glarus.



Town Chairperson

VILLAGE APPROVAL: Approved for recording this _____ day of _____, 20____ by the Village of New Glarus.

Village Clerk

COUNTY APPROVAL CERTIFICATE: Approved for recording this _____ day of _____, 20____ by the Green County Land Use & Zoning Department.

Zoning Administrator

NOTES:

- 1.) Bearings are referenced to the Wisconsin County Coordinate System, Green County Zone, NAD83 (2011), in which the South line of the Southeast 1/4 of Section 16 bears N89°58'10"E.
- 2.) Recorded data, when different than measured, is shown in parenthesis.
- 3.) Utility easements set forth herein are for the use of public bodies and private public utilities having the right to serve this Certified Survey Map. No utility pole, pedestal or cable shall be placed so as to disturb any survey monument or obstruct vision along any lot or street line. The unauthorized disturbance of a survey monument is a violation of s.236.32 of Wisconsin Statutes.
- 4.) Shallow bedrock conditions may limit the installation of conventional waste disposal systems as approved by Department of Safety and Professional Services.
- 5.) All areas designated as "Open Space" shall be left undeveloped and free from residential, commercial, or industrial structures. Permitted uses of Open Space are agriculture, recreation, passive recreation use, and preservation of environmentally sensitive features.

 **TALARCZYK**
LAND SURVEYS LLC

517 2nd Avenue
New Glarus, WI 53574
608-527-5216

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