

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
November 15, 2023 6:00 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at 6:01 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Beth Alderman, Chuck Phillipson, Suzi Janowiak, Tara Wilde

ALSO PRESENT: Lauren Freeman (Village Administrator), Todd Hesse, Gary Steinmetz

APPROVAL OF AGENDA: Motion by Chuck Phillipson, seconded by Tara Wilde. Motioned carried unanimously 6-0.

APPROVAL OF MINUTES FROM 10.25.23: Motion by Suzi with spelling correction, seconded by Beth Alderman. Motioned carried unanimously 6-0.

CONSIDERATION/DISCUSSION: APPLICATION FOR LAND DIVISION BY CERTIFIED SURVEY MAP (CSM), 1401 STATE HWY 69:

Motion by Chuck Phillipson to approve application, seconded by Beth Alderman. Motion carried unanimously 6-0.

The next Plan Commission meeting will be Wednesday, December 20 at 6:00 PM.

ADJOURN: The meeting was adjourned at 6:12 p.m.

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
October 25, 2023 6:00 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at

6:00 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Mike Marty, Chuck Phillipson, Suzi Janowiak

ALSO PRESENT: Lauren Freeman (Village Administrator), Tess Palmer (Applicant) & Guests

APPROVAL OF AGENDA: Motion by Mike Marty, seconded by Chuck Phillipson. Motioned carried unanimously 5-0.

APPROVAL OF MINUTES FROM 9.27.23: Motion by Mike Marty, seconded by Chuck Phillipson. Motioned carried unanimously 5-0.

PUBLIC HEARING: APPLICATION FOR CONDITIONAL USE PERMIT FOR COFFEE SHOP DRIVE-THROUGH AT 1200 STATE HIGHWAY 69:

Motion by Mike Marty to open public hearing, second by Bekah Stauffacher. Motion carried unanimously 5-0. No public comments. Motion by Chuck Phillipson to close public hearing, second by Mike Marty. Motion carried unanimously 5-0.

CONSIDERATION/DISCUSSION: APPLICATION FOR SITE PLAN APPROVAL FOR COFFEE SHOP DRIVE-THROUGH AT 1200 STATE HIGHWAY 69:

Motion by Mike Marty to approve site plan with the following conditions: 1) Applicant plants one large deciduous tree and 135 square feet of annual/perennial beds by June 15, 2024, 2) Applicant paves drive-through and paints directional lines (yellow lines on site plan), including an arrow at the start of the drive-through, by June 15, 2024, 3) Applicant installs directional signage indicating drive-through entrance and exit, with a stop sign on the other side of the exit only sign, before business opens. Second by Suzi Janowiak. Motion carried unanimously 5-0.

The next Plan Commission meeting will be Wednesday, November 15 at 6:00 PM.

ADJOURN: The meeting was adjourned at 6:21 p.m.

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
September 27, 2023 6:00 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at

6:00 p.m.

PRESENT: Roger Truttmann, Bekah Stauffacher, Mike Marty, Tara Wilde, Suzi Janowiak

ALSO PRESENT: Dr. Jennifer Thayer (School District of New Glarus), Pat Rank (Strand), Mark Shubak (Strand), Lauren Freeman (Village Administrator), Travis Zimmerman, and Jesse Becker (Point of Beginning Engineering)

APPROVAL OF AGENDA: Motion by Mike Marty, seconded by Bekah Stauffacher. Motioned carried unanimously 5-0.

APPROVAL OF MINUTES FROM 7.26.23: Motion by Mike Marty, seconded by Tara Wilde. Motioned carried unanimously 5-0.

CONSIDERATION/DISCUSSION: NEW GLARUS HIGH SCHOOL TRACK & FIELD SITE PLAN, PARCEL #2316106750000:

Motion by Mike Marty to conditionally approve site plan upon satisfaction of comments made by Strand Engineering in the September 19, 2023 memo and Mark Roffers in the September 20, 2023 memo, and further subject to Strand's review of the final plan set and adding signalized pedestrian crossing to the plan set. Seconded by Tara Wilde. Motion carried unanimously 5-0.

CONSIDERATION/DISCUSSION: NEW GLARUS HIGH SCHOOL TRACK & FIELD MASTER PLAN:

Dr. Thayer provided a presentation on the master plan for the track & field. Further revisions to the site plan may come back to the Plan Commission, based on the success of fundraising efforts. No action taken.

The next Plan Commission meeting will be Wednesday, October 18 at 6:00 PM.

ADJOURN: The meeting was adjourned at 7:03 p.m.

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
July 26, 2023 6:00 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at 6:12 p.m.

PRESENT: Roger Truttmann, Bekah Stauffacher, Mike Marty, & Beth Alderman

ALSO PRESENT: Andrew Kerr (Bray Architects), Dr. Jennifer Thayer (School District of New Glarus), Pat Rank (Strand), Mark Shubak (Strand), Lauren Freeman (Village Administrator), Larry Stuessy, Laura Eicher, Dave Erickson, Travis Zimmerman, Ron Roesslein, Gery Steinmetz

APPROVAL OF AGENDA: Motion by Mike Marty, seconded by Bekah Stauffacher. Motioned carried unanimously 4-0.

APPROVAL OF MINUTES FROM 6.21.23: Motion by Bekah Stauffacher, seconded by Beth Alderman. Motioned carried unanimously 4-0.

CONSIDERATION/DISCUSSION: NEW GLARUS PRIMARY SCHOOL BUILDING ADDITION SITE PLAN, 1420 2ND STREET:

Motion by Mike Marty to conditionally approve site plan upon satisfaction of comments made by Strand Engineering in the July 20, 2023 memo and Mark Roffers in the July 19, 2023 memo and additional cooperation on revised landscaping plan to spread out landscaping to other portions of the property such as the east side of the property line, seconded by Beth Alderman. Motion carried unanimously 4-0.

The next Plan Commission meeting will be Wednesday, August 23 at 6:00 PM.

ADJOURN: The meeting was adjourned at 7:15 p.m.

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
June 21, 2023 6:00 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at

6:01 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Chuck Phillipson & Mike Marty

ALSO PRESENT: Deanna Young (Deputy Clerk), Andrew Kerr (Bray Architects), Dr. Jennifer Thayer (School District of New Glarus), Kyle Henderson (School District of New Glarus), Pat Rank (Strand), and Lauren Freeman (Village Administrator)

APPROVAL OF AGENDA: Motioned by Bekah Stauffacher, seconded by Chuck Phillipson. Motioned carried unanimously 4-0.

APPROVAL OF MINUTES FROM 4.19.23: Motioned by Bekah Stauffacher, seconded by Chuck Phillipson. Motioned carried unanimously 4-0.

CONSIDERATION/DISCUSSION:

Andrew Kerr & Dr. Thayer gave a presentation regarding the New Glarus Primary School and Track & Field Project, an overview of current plans. A more complete site plan will be presented at next month's meeting.

The next Plan Commission meeting will be Wednesday, July 26 at 6:00 PM.

ADJOURN: The meeting was adjourned at 7:02 p.m.

- Deanna Young
Deputy Clerk

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Board Room
319 2nd Street
April 19, 2023 6:30 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at 6:30 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Chuck Phillipson, Beth Alderman, Suzi Janowiak, & Mike Marty

ALSO PRESENT: Village Administrator Lauren Freeman, Andrew Kerr (Bray Architects), Jennifer Thayer (School District of New Glarus), Travis Zimmerman (School District of New Glarus)

APPROVAL OF AGENDA: Motioned by Mike Marty, seconded by Suzi Janowiak. Motioned carried unanimously 6-0.

APPROVAL OF MINUTES FROM 3.15.23: Motioned by Bekah Stauffacher, seconded by Beth Alderman. Motioned carried unanimously 6-0.

CONSIDERATION/DISCUSSION:

New Glarus Middle & High School Addition Site Plan. After discussion, motion to approve with stipulations outlined in the Village Engineer's memo by Mike Marty, seconded by Beth Alderman. Motion carried 6-0.

Set next meeting date for Wednesday, May 17 at 6:00 PM.

ADJOURN: The meeting was adjourned at 6:43 p.m.

-Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION MEETING MINUTES
Village Hall Community Room
319 2nd Street
March 15, 2023 6:30 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at 6:34 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Chuck Phillipson, Beth Alderman, & Suzi Janowiak

ALSO PRESENT: Village Administrator Lauren Freeman

APPROVAL OF AGENDA: Motioned by Beth Alderman, seconded by Chuck Phillipson. Motioned carried unanimously 5-0.

APPROVAL OF MINUTES FROM 1.25.23: Motioned by Bekah Stauffacher, seconded by Chuck Phillipson. Motioned carried unanimously 5-0.

CONSIDERATION/DISCUSSION:

New Glarus Brewery Company Warehouse Addition Site Plan, 2400 WI-69. After discussion, motion to approve with stipulations outlined in the Village Engineer's memo by Beth Alderman, seconded by Bekah Stauffacher. Motion carried 5-0.

Set next meeting date for Wednesday, April 19.

ADJOURN: The meeting was adjourned at 6:42 p.m.

-Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PLAN COMMISSION, SPECIAL MEETING MINUTES
Village Hall Community Room
319 2nd Street
January 25, 2023 6:30 PM**

REGULAR MEETING CALL TO ORDER: Chair Roger Truttman, called regular meeting to order at 6:30 p.m.

PRESENT: Roger Truttman, Bekah Stauffacher, Chuck Phillipson, Mike Marty, Beth Alderman, Tara Wilde & Suzi Janowiak

ALSO PRESENT: Interim Administrator Karl Frantz, Deputy Clerk: Deanna Young, Joe Cockroft, Pat Rank & Kyle Henderson (Strand), Deb & Bill Saunders, Sue Kempfer, Jennifer Thayer, Ron Roesslein, Ben Kahl, TM, Shelly Johnson Anthony Edge, & Travis Zimmerman

APPROVAL OF MINUTES: from 11.17.22, motioned by Mike Marty, seconded by Beckah Stauffacher
Motioned carried unanimously 7-0.

APPROVAL OF AGENDA: Motioned by Tara Wilde, seconded by Michael Bell.

Motioned carried unanimously 7-0.

CONSIDERATION/DISCUSSION:

Certified Survey Map, 506 12th Ave. Shepard of the Hills Church. After discussion Chuck Phillipson second by Bekah Stauffacher move to approve the CSM. Motion carried 7-0

CONSIDERATION/DISCUSSION:

New Primary School Site Plan - After discussion and presentation by representatives of the School district the revised site plan showing the Windlach access option motion by Mike Marty second by Chuck Philipson to approve the plan contingent on compliance with the Village Engineer comments in his letter in the packet. Motion carried unanimously

Set next meeting date for Wednesday, February 15, 2023.

Adjourn: Being no further business, Tara Wilde motioned to adjourn the meeting, seconded by Mike Marty, adjourned at approximately 8:00 p.m.

Karl Frantz
Interim Administrator