

**VILLAGE OF NEW GLARUS**  
**VILLAGE PLAN COMMISSION MEETING MINUTES**  
**February 20, 2020**

ROLL CALL:

PRESENT: Roger Truttmann, Kevin Budsberg, Suzi Janowiak, Chuck Phillipson, Beth Alderman, Denise Anton Wright. ABSENT: Mike Marty. ALSO PRESENT: Administrator Drake Daily; Deputy Clerk Wendy Tschudy; Mark Roffers, MDRoffers Consulting.

PUBLIC HEARING: Amendments to Chapter 265 – Subdivision of Land and Chapter 305 – Zoning.

Roger Truttmann opened the public hearing at 6:30 PM. No members of the public appeared to make a comment. Kevin Budsberg moved to close the public hearing. Chuck Phillipson seconded the motion. Motion carried unanimously.

CALL REGULAR MEETING TO ORDER: Chair Roger Truttmann called the regular meeting to order at 6:31 p.m.

ANNOUNCEMENT: All cell phones shall remain off during the meeting.

APPROVAL OF AGENDA: Beth Alderman moved to approve the agenda as presented, seconded by Kevin Budsberg. Motion carried unanimously.

APPROVAL OF October 10, 2019 MINUTES: Kevin Budsberg moved to approve the minutes of October 10, 2019, seconded by Beth Alderman. Motion carried unanimously.

DISCUSSION: Discussion/Consideration: Amendments to Chapter 265 – Subdivision of Land and Chapter 305 - Zoning.

Mark Roffers began discussion with background: in December 2016 it was recommended to amend the ordinances, and in 2017 the process was started. Since then, the state and federal government have made changes also, which are incorporated into this version of both ordinances. The most significant change from the last version is the chart of signs, which replaces text for better readability. The completion of the process would require recommendation by Plan Commission to approve and move on to Village Board along with one more public hearing there.

Drake Daily asked Mark Roffers to touch on the zoning variance review.

Mark Roffer explained that the Zoning Board of Appeals has statutory authority to approve variances. The Plan Commission may make a determination that the code is met or that a variance is required. The determination may be appealed to the Village Board. The variance request is then made to the Zoning Board of Appeals.

Chuck Phillipson was concerned that this could be a drawn out and expensive process for property owners. Mark Roffer explained that the fee is to cover village costs and our fees are very reasonable currently. Beth Alderman noted that it is the Village Board who determines the fee schedule. Drake Daily has heard no issues or complaints regarding fees. Fees should be small enough to not deter applications yet large enough to cover village costs or a portion of costs. Mark Roffer indicated that the fee could be tied to the project cost, but that the fee should not be a money maker or discourage an application.

Beth Alderman asked what down zoning is. Mark Roffer explained that it is making zoning more restrictive and the term is not specifically defined by statute.

Kevin Budsberg noted that the changes to the ordinances will mean more work for the Zoning Board of Appeals.

Mark Roffer asked that the commission consider a change to the off street parking surfacing section, to change a date to make it more current with the passage of the ordinance changes. Chuck Phillipson asked if that change would negate the public hearing, and Drake Daily said that it would not.

Motion by Chuck Phillipson to approve the amendments as presented, with the date in Section 305-45, Off-street parking spaces, D. Surfacing changed to April 1, 2020. Seconded by Suzi Janowiak. Motion carried by unanimous voice vote. Ordinance changes will proceed to March 3 public hearing and Village Board meeting.

BUILDING INSPECTOR'S REPORT: Chair Roger Truttman noted that the Building Inspector's Report was included in the packet.

Chair Roger Truttman asked the commission if members were able to meet earlier than 6:30 p.m. A start time of 5:30 p.m. for future meetings was agreed upon.

ADJOURNMENT: Chair Roger Truttman noted that all business being completed, the meeting stood adjourned at 7:08 p.m.

Minutes taken by: Wendy Tschudy