

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Wednesday, April 10, 2019**

**MINUTES**

**1. Call to order**

The regular meeting of the Plan Commission for April 10, 2019 was called to order by Village President at 6:30 p.m.

**2. Determination of quorum and that the agenda was properly posted.**

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: Jack Henrich, Phyllis Jones-Morrison, Jennifer Pickel, Melissa Ratcliff and Fred Schulze. Absent and excused were Don Brinkmeier and Kyle Broom. Staff members present were Village Planner Erin Ruth, Village Clerk Lisa Kalata and Village Attorney Leighton Boushea.

**3. Pledge of Allegiance**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

**5. Discuss and consider the minutes from the Plan Commission meeting of March 13, 2019.**

**Motion** by Ratcliff to approve the minutes from the March 13, 2019 Plan Commission meeting as presented, seconded by Jones-Morrison. **Motion** carried with a voice vote of 5-0-0.

**6. Discuss and Consider Request from Dwight And Dale Huston for Approval of An ETJ CSM Creating A 2 Acre Parcel on Uphoff Road in The Town of Cottage Grove.**

Dennis Richardson was present to answer questions on the requested ETJ CSM. The purpose for the CSM is for a future residential site and has been approved by all other boards. Ruth indicated that there were no issues with the CSM. **Motion** by Henrich to approve the request from Dwight and Dale Huston for an ETJ CSM creating a 2-acre parcel on Uphoff Road in the Town of Cottage Grove, seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.

**7. PUBLIC HEARING – Public's Opportunity to Provide Feedback on Proposed Amendments to Ch. 198 Regarding Impact Fees, Ch. 274 Regarding Subdivision of Land, And Ch. 325 Regarding Zoning Related To 2017 Wisconsin Act 67 And 2017 Wisconsin Act 243.**

Henrich opened the public hearing at 6:34 p.m. Ruth explained the staff report with the language changes to chapters 198, 274 and 325. Being there was no public comment Henrich closed the public hearing at 6:38 p.m.

**8. Discuss and Consider Proposed Amendments to Ch. 198 Regarding Impact Fees, Ch. 274 Regarding Subdivision of Land, And Ch. 325 Regarding Zoning Related To 2017 Wisconsin Act 67 And 2017 Wisconsin Act 243.**

**Motion** by Pickel approve the amendments to chapter 198 regarding impact fees, chapter 274 regarding subdivision of land and chapter 325 regarding zoning related to 2017 Wisconsin Act 67 and 2017 Wisconsin Act 243 as present, seconded by Jones-Morrison. **Motion** carried with a voice vote of 5-0-0.

**9. PUBLIC HEARING – Public's Opportunity to Provide Feedback on Request from Homburg Equipment Inc. To Rezone Four Parcels (#0711-081-4181-1, #0711-081-4192, #0711-081-4203-1, And #0711-081-4439-1) In the Coyle Highlands South Subdivision Along W. Cottage Grove Road From NO, Neighborhood Office To PB, Planned Business.**

Henrich opened the public hearing at 6:39 p.m.

Andrew Homburg was present to explain the rezone for the parcels in Coyle Highlands South subdivision for the commercial lots. Ruth explained that changing the zoning to Planned Business would allow for more flexibility with potential uses of the lots. Debbie Wilcox – 2759 County Hwy BB

requested to speak. She had concerns with 50-foot setback that was originally agreed to by the Town of Cottage Grove and the Village of Cottage Grove. Ruth indicated that the 50-foot setback would still be in effect. Her other concern were the exits to the subdivision onto County BB and the drainage issues and she stated she was opposed to the development. Mike Maloney Village Engineer indicated that there is no plan to change the traffic patterns, they will stay the same until warrants are met and then it may change to a lighted intersection in the future. Henrich closed the public hearing at 6:55 p.m.

10. **Discuss and Consider Request from Homburg Equipment Inc. To Rezone Four Parcels (#0711-081-4181-1, #0711-081-4192, #0711-081-4203-1, And #0711-081-4439-1) In the Coyle Highlands South Subdivision Along W. Cottage Grove Road From NO, Neighborhood Office To PB, Planned Business.**

**Motion** by Pickel to approve the rezone for the four parcels #0711-081-4181-1, #0711-081-4192, #0711-081-4203-1 and #0711-081-4439-1 in the Coyle Highlands South Subdivision along W. Cottage Grove Road from NO, Neighborhood Office to PB, Planned Business, seconded by Schulze. **Motion** carried with a voice vote of 5-0-0.

11. **Discuss and Consider Request from Homburg Equipment Inc. For Approval of Three Certified Survey Maps to Reconfigure Lots in The Coyle Highlands South Subdivision for The Purpose of Eliminating One Lot and Increasing the Size of The Others.**

Andrew Homburg explained that with the 50-foot setback it would be difficult to get buildings on the sites as currently planned, therefore they are requesting to alter the lot lines. Ruth indicated that approval is recommended. **Motion** by Henrich to approve the three certified survey maps to reconfigure lots in the Coyle Highlands South Subdivision for the purpose of eliminating one lot and increasing the size of the others, seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.

12. **Discuss and Consider Petition for Direct Annexation by Unanimous Consent from Homburg Equipment Inc. And Ellery And Margaret Jensen For Annexation of Approximately 228 Acres from The Town of Cottage Grove into The Village of Cottage Grove.**

Andrew Homburg indicated that this annexation is part of the Comprehensive Plan and has been looked at extensively over the last 10 years. Mike Maloney Village Engineer indicated that the entire road on Buss should be annexed as it is very difficult to maintain only half of the road. Andrew Homburg indicated that it would be the complete road. Pickel questioned if the parkland would be the same in this area as Westlawn or if it would be a larger park. Andrew Homburg indicated that they could look into the parkland. Kris Hampton-3310 County N was present to speak against the annexation. He feels that the Town and Village should meet before there are annexations and that there should be developer agreements in place along with a discussion on how roads will connect. **Motion** by Henrich to approve the petition for direct annexation by unanimous consent from Homburg Equipment Inc. and Ellery and Margaret Jensen for annexation of approximately 228 acres from the Town of Cottage Grove into the Village of Cottage Grove, seconded by Jones-Morrison. **Motion** carried with a voice vote of 5-0-0.

13. **Discuss and Consider Petition for Direct Annexation by Unanimous Consent from The Monona Grove School District for Annexation of Approximately 41 Acres from The Town of Cottage Grove into The Village of Cottage Grove.**

There was not a representative from Monona Grove School District present to explain the petition for direct annexation. Schulze indicated that it should be tabled until there can be a representative available. **Motion** by Pickel to table, seconded by Schulze. **Motion** carried with a voice vote of 4-1-0 with Ratcliff voting No. Pickel was excused from the meeting at 7:20 p.m.

14. **Presentation by David Riesop Of Concept Plan for Proposed Kennedy Hills Subdivision to Be Located at The NE Corner of Highway BB and Kennedy Road in The Town of Cottage Grove, Within the Village of Cottage Grove's ETJ Territory.**

David Riesop was present to explain the proposed development on Kennedy Road in the Town of Cottage Grove. The area is shown on the Comprehensive Plan and they would like to develop it in three phases. Ruth indicated that they have meet with the developer and there are no issues with the development and because it lies within the Village's 1 ½ mile extraterritorial jurisdiction it is subject to

review and preliminary and final plat approval by the Village in addition to the Town and Dane County. Ratcliff questioned the alignment of the lots and that they do not match up with the current lots and that has been an issue to Town property owners adjacent to previous developments. Ratcliff asked if the plan was consistent with the comp plan, since the plan shows a north/south street connecting to BB. Ruth indicated that the road was placed as shown on the plan to assure alignment of streets across BB if land to the south develops. If the developer wanted to connect to BB it should be at the location shown in the comp plan. Since they are not connecting, it's not an issue.

**15. Discuss and Consider Request from Oakstone Recreation for Approval of An Amended Site Plan for The Proposed Bar, Restaurant, And Volleyball Facility Located at The NE Corner of Commerce Parkway and Erb Road.**

Scott Truehl from Friede & Associated and Josh Vinluan owner of Oakstone Recreation were present to discuss the site plan changes for the facility. Ruth explained that ARC approved with conditions as set in the staff report. **Motion** by Henrich to approve the request from Oakstone Recreation for an amended site plan for the proposed bar, restaurant and volleyball facility located at the NE corner of Commerce Parkway and Erb Road with the planning conditions set in the Village Action Report and the engineering conditions in the Village Engineer's report, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

**16. Discuss and Consider Proposal from MSA Regarding Typical Road Sections in The Village.**  
**Motion** by Ratcliff to table to a future agenda, seconded by Jones-Morrison. **Motion** carried with a voice vote of 4-0-0.

**17. Discuss Results of Housing Questionnaire Distributed at March 13, 2019 Meeting.**

Ruth reported that he only received three questionnaires back, so this will be on the next agenda to discuss.

**18. Comments from Commission Members**

Ratcliff reported that there is an Easter Egg Hunt at Northlawn park on April 13, 2019 at 8:00 a.m.

**19. Future Agenda Items**

MG annexation, housing questionnaire, road sections-MSA

**13. Adjournment**

**Motion** by Schulze to adjourn at 7:37 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: May 8, 2019

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.