Village of Cottage Grove
Notice of Public Meeting

PLAN COMMISSION

Wednesday, October 12, 2016 6:30 P.M.
Village Hall
221 E Cottage Grove Rd.

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak About Any Subject That Is Not A Specific Agenda Item
5. Discuss And Consider The Minutes From The Plan Commission Meeting

   Documents:

   PLAN COMMISSION MINUTES SEPTEMBER 14, 2016.PDF

6. Presentation To The Committee
   a. Presentation by Jamie Bush and Andrew Homburg of concept plan for Headquarters Bar & Grill, proposed to be located on the west side of Main Street, north of School Road.
7. Discuss And Consider Village Of Cottage Grove Zoning Ordinance To Allow 'Commercial Animal Boarding' As A Conditional Use Within The PI, Planned Industrial District, While Removing "Commercial Animal Boarding' From All Other Districts Except RH, Rural Holding

   Documents:

   10-12-16 CG_ANIMALBOARDING.PDF

8. Comments From Commission Members
9. Future Agenda Items
10. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Plan Commission for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE

PLAN COMMISSION

Wednesday, September 14, 2016

MINUTES

1. **Call to order**
   The regular meeting of the Plan Commission for September 14, 2016, was called to order by Jack Henrich 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: Don Brinkmeier, Kyle Broom, Mick Conrad, Jack Henrich, Phyllis Jones-Morrison, Jon Russell and Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Attorney Lee Boushea, Village Administrator Matt Giese and Village Clerk Lisa Kalata.
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 August 10, 2016.**
   Motion by Brinkmeier to approve the minutes from the August 10, 2016 Plan Commission meeting, seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.
6. **Discuss and consider request for approval of an ETJ Certified Survey Map from Daniel Koppes to add 0.01 acres to an existing parcel located at 2165 Independence Circle in the Town of Cottage Grove.**
   Motion by Henrich to approve the Certified Survey Map from Daniel Koppes to add 0.01 acres to an existing parcel located at 2165 Independence Circle in the Town of Cottage Grove, seconded by Brinkmeier. **Motion** carried with a voice vote of 7-0-0.
7. **Discuss and consider request for approval of an ETJ Certified Survey Map from the Kaltenberg Trust to add approximately 4.4 acres to an existing parcel located at 4989 County Highway TT in the Town of Sun Prairie.**
   Motion by Brinkmeier to approve the Certified Survey Map from the Kaltenberg Trust to add approximately 4.4 acres to an existing parcel located at 4989 County Highway TT in the Town of Sun Prairie, with the following corrections, dedicated frontage to a uniform depth of 50' from the centerline of Highway TT for expanded ROW and change the name of Village Clerk from Deb Winter to Lisa Kalata on the last page of the CSM, seconded by Schulze. **Motion** carried with a voice vote of 7-0-0.
8. **Discuss and consider request for approval of a Certified Survey Map from Heinemann Rentals & Investments, LLC to add 0.36 acres to an existing parcel located at 4587 County Highway TT in the Town of Sun Prairie.**
   Motion by Brinkmeier to approve the Certified Survey Map from Heinemann Rentals and Investments, LLC to add 0.36 acres to an existing parcel located at 4587 County Highway TT in the Town of Sun Prairie, seconded by Schulze. **Motion** carried with a voice vote of 7-0-0.
9. **Presentation by Jamie Bush and Andrew Homburg of concept plan for Headquarters Bar & Grill, proposed to be located on the west side of Main Street, north of School Road.**
   Motion by Henrich to table item #9 until all the information is available, seconded by Brinkmeier. **Motion** carried with a voice vote of 7-0-0.
10. **PUBLIC HEARING –** public's opportunity to comment on proposed amendment to the Village of Cottage Grove Zoning Ordinance to allow 'commercial animal boarding' as a conditional use within the

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PI, Planned Industrial district, while removing 'commercial animal boarding' from all other districts except RH, Rural Holding.
Henrich opened the public hearing at 6:39 p.m.
There was no public, Ruth explained the staff report and summarized the changes to the zoning ordinance. No further discussion, Henrich closed the public hearing at 6:41 p.m.
This item will be tabled until the next meeting.

11. Comments from Commission Members.

Brinkmeier commented on the roundabouts and the need for the DOT to maintain them.

12. Future agenda items.

Presentation by Jamie Bush and Andrew Homburg
Ordinance Change for Commercial Animal Boarding

13. Adjournment

Motion by Schulze to adjourn at 6:44 p.m., seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved:

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.

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PLANNING STAFF REPORT

MEMO DATE: October 6, 2016
MTG. DATE: **OCTOBER 12, 2016**

TO: Village of Cottage Grove Plan Commission
CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Deb Winter – Village Treasurer
Lisa Kalata – Village Clerk
Lee Boushea – Village Attorney
Michael Maloney – Village Engineer
FROM: Erin Ruth, AICP – Village Planning Director

RE: **Zoning Amendment – Commercial Animal Boarding**

BACKGROUND

At its August meeting, the Plan Commission discussed the suitability of the 'commercial animal boarding' land use, as defined by 325-49(D)(10), for various zoning districts. As currently written, 'commercial animal boarding' is not permitted in the PI, Planned Industrial district. In discussion, the PI district was deemed suitable for the 'commercial animal boarding' use. Staff was directed to prepare an ordinance amendment.

The proposed modifications are shown below. Text proposed to be deleted is ~~struck-through~~, and text proposed to be added is red and underlined. Portions of the text not shown are intended to remain unchanged.

A public hearing was held at the September Plan Commission meeting. No public input was received at the hearing or in the time leading up to the meeting.

AMENDMENT

Add 'commercial animal boarding' as a permitted conditional use in the Planned Industrial district.

325-41: Industrial Districts
- A. Planned Industrial
  - 2. List of allowable principal land uses
    - b. Principal land uses permitted as a conditional use
      - [12] Commercial animal boarding

Furthermore, 'commercial animal boarding' shall remain permitted as a conditional use within the RH, Rural Holding district and it shall be removed as a permitted conditional use within all applicable Business districts.

STAFF RECOMMENDATION

Staff recommends that the changes to the Zoning Ordinance described above be **APPROVED.**