

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Thursday, March 3, 2016

MINUTES

1. Call to order

The rescheduled meeting of the Plan Commission for March 3, 2016, was called to order at 6:30 p.m. by Village Planner Erin Ruth.

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: Kyle Broom, Don Brinkmeier, Mick Conrad, Phyllis Jones-Morrison, Jon Russell and Fred Schultz. Staff members present were Village Administrator Matt Giese, Village Planner Erin Ruth, Village Engineer Travis McDermott and Village Attorney Leighton Boushea.

3. Pledge of Allegiance

4. Nominations for Chairman Pro Tem for the March 3, 2016 Plan Commission meeting.

Motion by Jones-Morrison to nominate Kyle Broom as Chairman Pro Tem, seconded by Russell.

Motion carried with a voice vote of 6-0-0.

5. PUBLIC APPEARANCES – Public’s opportunity to speak about any subject that is not a specific agenda item.

None

6. Approve the minutes of the Plan Commission Meeting on December 9, 2015.

Motion by Jones-Morrison to approve the minutes of the December 9, 2015 Plan Commission meeting as read, seconded by Russell. **Motion** carried with a voice vote of 5-0-1 with Brinkmeier abstaining.

7. PUBLIC HEARING – public’s opportunity to comment on a Conditional Use Permit application from Rainbow Child Care Center for a ‘group daycare center (9+ students)’ land use on Parcel #071104300502; bounded by CTH N on the east, School Road on the north, and N. Windsor Ave. on the west.

Broom opened the public hearing at 6:34 p.m.

Ruth asked that the applicant approach the Board and give a brief overview of the project. Kevin Yeska with JSD Professional Services was present. Rainbow Child Care Center is a national child care provider. There are over 100 locations and are breaking into the Wisconsin market. Rainbow’s #1 goal as a childcare provider is the safety of their children. Rainbow is proud to offer aesthetically pleasing surroundings both inside the classrooms as well as the play structures, sodded grounds and splash pads for warm summer days. They provided indoor gym space as well as healthy meal choices. Outside play runs from 9:30 a.m. to 3:30 p.m. and happens in shifts for each age group. There is a utility easement on the east side of the property that we are working through. There will be an extensive landscaping plan with natural grasses, columnar trees and will use these as a headlight buffer as well. Ruth then went through a few recommendations from staff review. Any fencing has to be a decorative type fence and the current extension of the parking lot encroaches into the landscaping buffer which we would like to see you stay out of. The Fire Department also had a couple of conditions being that a Knox box be available for keys for emergency personnel, the hydrant located at School Road and Hwy N and the one at School Road and Windsor are not accessible and there needs to be one located on site, and lastly to confirm that the driveway configuration will accommodate fire equipment. Travis McDermott with MSA Professional Services then went through some engineering conditions. Need to work with utility companies to gain approval to construct a fence and play structures in the easements as those belong to

the various utility companies, some of the grading limits are outside of the property line and we need to stay within the property boundaries and continue to work on stormwater issues. Broom asked about the traffic at School Road and Hwy N and specifically a left hand turn then on Hwy N to which McDermott responded that the traffic flow and counts are definitely something we could take a look at, but didn't feel it was enough of an issue at this point. Broom then asked if the splash pad would be public to which the answer was no it will be private and within the fence enclosure. Broom asked if this was being looked at as a 4K site and is before and after school care available to which the answer was not that he was aware of at this time. Brinkmeier asked if the HVAC equipment is going in the cut out of the roof line to which the answer was yes, everything but the transformer. Several residents spoke. The first group stated that there are two 5 star child care facilities along with other licensed and in home centers and if another center of this size comes to town, it will more than likely put someone out of business. Boushea stated that as a Board, their scope is to make sure a business fits within zoning and use for a property.

Broom closed the public hearing at 7:05 p.m.

8. Discuss and consider request for approval of a Certified Survey Map from Rainbow Child Care to shift the southern lot line of Parcel #071104300502 ten feet to the south.

Ruth explained that they are looking for a little more property on the south end, so would like to add some to this parcel. **Motion** by Russell to approve a Certified Survey Map from Rainbow Child Care to shift the southern lot line of Parcel #071104300502 ten feet to the south, seconded by Brinkmeier.

Motion carried with a voice vote of 6-0-0.

9. Discuss and consider request for approval of a Conditional Use Permit application from Rainbow Child Care Center for a 'group daycare center (9+ students)' land use on Parcel #071104300502.

Ruth stated that this item does not include issues regarding the site plan, just the proposed use of the property which is not permitted by right and needs the commission's vote. **Motion** by Russell to approve a Conditional Use Permit application from Rainbow Child Care Center for a 'group daycare center (9+ students)' land use on Parcel #071104300502, seconded by Brinkmeier. **Motion** carried with a voice vote of 5-0-1 with Broom abstaining.

10. Discuss and consider request for approval of a Site Plan application from Rainbow Child Care Center to build an approximately 11,000 square foot daycare center on Parcel #071104300502.

Ruth stated that staff is recommending approval with the conditions of planning, engineering and the fire department. Chief Boxrucker stated that because of the size of the building, it is not large enough to require sprinklers and other fire code. Because of this, it creates a concern of the location of the current fire hydrants and the fact that a hydrant needs to be located on site. Boxrucker also stated that because of the islands he is not comfortable that there is enough room for a ladder truck to make the turns necessary on the property. Rainbow responded that they would be happy to look at the island jet outs. The concern is that we would lose one to two parking stalls and would then need to encroach on the landscaping buffer. Boxrucker also added that it would be helpful if those islands were tapered and did not have a full curb and did not have trees planted in them to which the response was that they would be fine with any changes to comply. Russell stated that he needs to see how and if buses would be handled because it all seems pretty tight for traffic. Broom stated he would also like us to look into the effects of traffic on Hwy N as well. Conrad asked if there would be enough time to gather this information before the next Plan Commission meeting to which the response was they will do their best to make the information available as soon as possible. **Motion** by Broom to table this agenda item until the next Plan Commission meeting provided information regarding the utility easement, the busing plans and Hwy N traffic can be gathered in time, seconded by Jones-Morrison. **Motion** carried with a voice vote of 6-0-0.

11. Discuss and consider request for approval of a Site Plan Amendment application from Clasen Quality Coatings to build an approximately 23,000 square foot vehicle storage facility at their existing facility located at 200 Corporate Court.

Scott Roltgen with Excel Engineering was present to represent Clasen Quality Coatings and review their proposal. Roltgen went over the stormwater design along with the grading of the lot. Ruth stated that Clasen has already complied with the staff conditions communicated prior to the last commission meeting that had been cancelled. McDermott stated that most of the engineering conditions have been addressed as well except for a few minor ones we are working through. One request is to have Clasen dig into the cul de sac and shut off the water at the corporation stop versus just leaving the stop at the water main on the lot. Roltgen stated that they don't normally see this type of request and feels it seems like a lot of work to dig through good payment and take the risk of damaging the line and the possibility of a future leak when that valve is closed. After some discussion, McDermott stated he would take the concern back to Mike Maloney the Village's Engineer and discuss further. Conrad asked if this agreement is with Clasen Quality Coatings or with Corporate Court Investments to which the response was that it is a family owned company and Corporate Court Investments is one in the same with Clasen Quality Coatings. Boushea asked if the commission could get clarification because it is important to know who the Village is in agreement with. **Motion** by Brinkmeier to recommend approval of a Site Plan Amendment application from Clasen Quality Coatings to build an approximately 23,000 square foot vehicle storage facility at their existing facility located at 200 Corporate Court with the conditions as set forth in the staff reports and to revisit the requirement to close the water valve at the Corporate stop with resolution at the discretion of staff, seconded by Jones-Morrison. There were 3 alternatives mentioned: one – leave requirement as is and dig to turn off valve at corporate stop, two – enter into a maintenance agreement where Clasen would be responsible for the lateral to the main even though it is public property, or three – staff comes up with an alternative solution. **Motion** carried with a voice vote of 6-0-0.

12. Discuss and consider approval of 'RESOLUTION 2016-02: A Resolution Finding that the Proposed Homburg-Jensen Urban Service Area Expansion is Consistent with the Village of Cottage Grove Comprehensive Plan.'

This is a requirement coming from CARPC in reference to the Village's application for Urban Service Area Amendment. Andrew Homburg and Elery Jensen were present to answer any questions and request support for this request in order to move forward with planned neighborhood development. Conrad asked how many acres are we taking out of residential use to which Ruth responded that the request is to add 220 acres and remove 217 acres. How does this affect the overall commercial development? What will happen when we want to bring in more commercial land and development? Ruth responded that when that situation arises it would require another amendment petition. Kris Hampton approached the Board and stated that he feels this request is a large amount of residential land and how is this going to affect the school system. Hampton also stated that the question of "what does Cottage Grove want to be" hasn't been answered. Broom followed up on Hampton's comment stating that he feels there is a big need for all types of development in Cottage Grove. The Chamber recently did a survey and has determined that we are in need of all types of development. There are currently 26 homes for sale in Cottage Grove and 13 have accepted offers, so both types of need are there. **Motion** by Broom to approve Resolution 2016-02; A Resolution Finding that the Proposed Homburg-Jensen Urban Service Area Expansion is Consistent with the Village of Cottage Grove Comprehensive Plan, seconded by Russell. **Motion** carried with a voice vote of 6-0-0.

13. Discuss and consider request from Town of Cottage Grove to approve 'RESOLUTION 2016-03: Approval of a Waiver of Extraterritorial Plat Approval Jurisdiction for Subdivision Area in the Town of Cottage Grove.'

Kris Hampton Town Chairman approached the Board and explained the location for the current request. Hampton also explained the transfer of building rights and the stipulations the Town must follow. Ruth stated that this request is not consistent with the Village's Comprehensive Plan and density policy, but does not feel as though this will harm the Village in any way. Boushea explained that this is the reason that he rewrote the Resolution that was originally provided by the Town, so that the Resolution could be more limited. Brinkmeier stated that he is concerned about street connections in the future when the

Village grows so we don't end up with a bunch of dead ends and roads all flow. We need to work together to plan this all out. Ruth stated that he feels this is an opportunity to start working on this particular issue to plan out future development between the Village and the Town. Bill Larson of the Town of Cottage Grove approached the Board and spoke about the "Keller property". Ruth asked Donald Viney, the future land owner for the current proposed property, about his timeline and he stated that his purchase of this property is contingent upon the direction the Village takes tonight, but feels he has a little time. **Motion** by Brinkmeier to table this agenda item until the next regularly scheduled Plan Commission meeting, seconded by Broom. **Motion** carried with a voice vote of 6-0-0.

14. Comments from Commission Members.

Jon Russell commented on the development being proposed and feels it is important to work with the Town and the School to work together for development and school capacity.

15. Future agenda items.

Culver's Site Plan, CUP and Site Plan for a Personal Storage Unit, ETJ Request

16. Adjournment

Motion by Russell to adjourn at 8:25 p.m., seconded by Jones-Morrison. **Motion** carried with a voice vote of 6-0-0.

Respectfully Submitted,
Deb Winter, Clerk Treasurer
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.