

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Wednesday, March 13, 2019**

**MINUTES**

**1. Call to order**

The regular meeting of the Plan Commission for March 13, 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: Don Brinkmeier, Jack Henrich, Phyllis Jones-Morrison, Jennifer Pickel, Melissa Ratcliff and Fred Schulze. Absent and excused was Kyle Broom. Staff members present were Village Administrator Matt Giese, 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 February 13, 2019.**

**Motion** by Pickel to approve the minutes from the February 13, 2019 Plan Commission meeting as presented, seconded by Jones-Morison. **Motion** carried with a voice vote of 4-0-2 with Brinkmeier and Henrich abstaining.

**6. Discuss Various Potential Ordinance Amendments Related To 2017 Wisconsin Act 67 And 2017 Wisconsin Act 243.**

Ruth explained the staff report with the potential changes due to changes in the State Statutes. Ruth explained in Chapter 198 the change was the time frame that impact fees need to be used. Ratcliff asked if the current ordinance time frame was 20 years, which Ruth indicated it said a reasonable time. Ruth explained the change in Chapter 274 for subdivision of land, mostly refers to the surety that developer have to provide and gives different types of surety the developer can use. Ruth explained the change in Chapter 325-Zoning how nonconforming uses are handled. Ruth indicated that he was looking for feedback on the language and at the next Plan Commission meeting the public hearing would be held on the ordinance changes. Attorney Boushea indicated that he did review the legislative reference bureau documents and all the versions of the bill and did find the rational for the language change, which referenced that the protested amendment takes affect if approved by the majority of common council and the bill also clarifies that the protesting owner must be located within the municipality. The public hearing will be at the April Plan Commission meeting.

**7. Discuss Implications Of 2017 Wisconsin Act 67 Related to The Granting of Conditional Use Permits.**

Ruth explained that this is part of the acts passed, however it does not change any of the Village ordinances but wanted the committee to be aware and how it could apply to conditional use permits.

**8. Discuss Housing Goals for Village Comprehensive Plan.**

Ruth explained the worksheet provided on housing, a fillable PDF will be emailed to committee members to complete and return before the next meeting.

**9. Comments from Commission Members**

Pickel reported that the high school is doing the musical Music Man the first weekend in April.

**12. Future Agenda Items**

Public Hearing, Housing worksheet, Annexation petition, Homburg Coyle South

**13. Adjournment**

**Motion** by Schulze to adjourn at 6:47 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

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.

DRAFT