



# PLANNING STAFF REPORT

**MEMO DATE:** July 2, 2019

**MTG. DATE:** JULY 10, 2019

**TO:** Village of Cottage Grove Plan Commission

**CC:** Village of Cottage Grove Board of Trustees  
Matt Giese – Village Administrator  
Lisa Kalata – Village Clerk  
Lee Boushea – Village Attorney  
Michael Maloney – Village Engineer

**FROM:** [Erin Ruth, AICP – Village Planning Director](#)

**RE:** **Madison Window Cleaning – Certified Survey Map**

## BACKGROUND

Property Owner: Madison Window Cleaning (pending)

Location: Eastern 2 acres of Lot 11 in Cottage Grove Commerce Park

Area: 2 acres

Agent: Kevin Lord, MSA

Existing Zoning: PI, Planned Industrial

Proposed Zoning: same

Future Land Use Plan: Planned Industrial

## OVERVIEW

MSA, the Village's engineering consultant, has prepared a certified survey map for the purpose of creating an approximately 2 acre parcel to sell to Madison Window Cleaning for their new facility. The site plan for Madison Window Cleaning was conditionally approved at the June Plan Commission and Village Board meetings. The CSM accommodates the approved site plan.



## LOCATION MAP



## COMPREHENSIVE PLAN & ZONING CONSISTENCY

The proposed CSM is consistent with the Village's Comprehensive Plan and Zoning Ordinance.

## STAFF RECOMMENDATION

Staff recommends that the proposed CSM be **APPROVED.**