

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Wednesday, August 14, 2019**

**MINUTES**

**1. Call to order**

The Plan Commission meeting for August 14, 2019 was called to order by Village President John Williams at 6:34 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: John Williams, Don Brinkmeier, Kyle Broom, Alex Jushchyshyn, Jennifer Pickel, Melissa Ratcliff. Absent and excused was Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Engineer James Bongard 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 July 29, 2019.**

**Motion** by Pickel to approve the minutes from the July 29, 2019 Plan Commission meeting, seconded by Jushchyshyn. **Motion** carried with a voice vote of 6-0-0.

**6. PUBLIC HEARING: Opportunity for Public to Provide Input Regarding A Request from Homburg Equipment for Approval of The Preliminary Plat for Westlawn Estates 5th Addition, And for Approval of The Rezoning of Lots 380 Through 479 of Westlawn Estates 5th Addition To SR-4, Single Family Residential and Outlots 11 Through 13 As Park and Open Space From Current RH, Rural Holding District.**

Williams opened the public hearing at 6:36 p.m.

Andrew Homburg was present to give an overview of the proposed 5<sup>th</sup> Addition to Westlawn Estates. This would be done in phases with the first phase of 47 acres and approximately 100 lots. There would be a larger 20-acre park that will be located more centrally in the subdivision with connectivity to the northern school district site which may be athletic fields. Ruth referred to the staff report in the packet and recommends approval with conditions in the report. James Bongard indicated that the plan set is consistent with the Village and recommends approval with conditions. Broom ask if 4<sup>th</sup> addition to Westlawn Estate is sold out. Andrew Homburg indicated that they are sold, however there are four lots that builders own, and no homes have been started. Broom also asked about outlot 10 if this is a pocket park? Homburg indicated that it was, and they have been working with the Parks, Recreation Director and plan to have the last of the dirt piles removed this season. Ratcliff asked if the next phase would be working westerly toward Buss Rd and would include the large park? Andrew Homburg indicated that it would be in that direction and they would be working toward the larger park. Pickel commented that they have been talking about a big park for along time, she is a little disappointed that it is pushed off but as long as there is language to insure the creation. Brian Grady-3010 Pheasant Run was present to express concerns with road connections to existing Town Roads. Brian Rathgeber-1004 Damascus Trail was present to express concerns with the larger park not being developed in the first phase of 5<sup>th</sup> addition to Westlawn Estates. He is also concerned with no road connections of Pheasant Run, Mourning Dove and Red Hawk Trail.

Kris Hampton-3310 County N presented a letter from the Town of Cottage Grove Engineers on concerns with the development. Williams read the following names as emails that addressed concerns with the subdivision: Iris Hill-1009 Damascus Trail, Brittany Pollentier-3005 Mourning Dove Dr.,

Rebecca Ninke 3004 Mourning Dove Dr., and BJ and Ashley Majewski-3016 Pheasant Run. The public hearing was closed at 7:18 pm.

**7. Discuss and Consider A Request from Homburg Equipment for Approval of The Preliminary Plat for Westlawn Estates 5th Addition.**

Jushchyshyn asked about outlot 11 if that is a pocket park? Andrew Homburg indicated that it is a multi-use lot for stormwater, lift station and possible extension of Nightingale Lane. The outlot 10 in 4<sup>th</sup> Addition is a small park with the an additional ½ acre to connect to the path. Andrew Homburg also clarified that the roads are stubbed however permits are required from the Town for connection and he has talked with both owners and neither of them want the roads connected. Jushchyshyn asked about London Road pushing to the west and there are valid concerns with construction traffic could a temporary road be put in? Andrew Homburg indicated that they will be facing the same current issues because of no connections and they have no control over the connections, Damascus Trail will be the road for awhile and they will build as fast as we can. **Motion** by Jushchyshyn to approve the Preliminary Plat for Westlawn Estates 5<sup>th</sup> Addition with conditions in staff reports, seconded by Pickel. **Motion** carried with a voice vote of 6-0-0.

**8. Discuss and Consider A Request from Homburg Equipment for Approval of The Rezoning of Lots 380 Through 479 Of Westlawn Estates 5th Addition To SR-4, Single Family Residential and Outlots 11 Through 13 As Park and Open Space from Current RH, Rural Holding District.**

**Motion** by Jushchyshyn to approve the rezoning of lots 380 through 479 of Westlawn Estates 5<sup>th</sup> Addition to SR-4, Single Family Residential and Outlots 11 through 13 as Park and Open Space from Current RH, Rural Holding District, seconded by Pickel. **Motion** carried with a voice vote of 6-0-0.

**9. Discuss and Consider Request from Monona Grove Development, Inc. For Approval of The Final Plat for Shady Grove.**

Robert Procter was present to answer any questions about the final plat for Shady Grove. Ruth indicated the staff reports recommends approval with conditions in the report. James Bongard indicated the they recommend approval with conditions in the engineer report. Jushchyshyn thanked JSD for providing the answers to all the engineering questions in red. Ratcliff questioned item #12 the fence along the cemetery and the need for clarification and direction. Robert Procter explained in order to put the street as close to the cemetery as possible and a sidewalk the fence will either be on the sidewalk or will encroach on the cemetery. **Motion** by Jushchyshyn to approve the final plat for Shady Grove with conditions in staff reports and to eliminate the sidewalk on the west side of Buss Road up to Lot 57 and to eliminating the fence along the cemetery, seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

**10. Discuss and Consider Request from Madison United Rugby for Approval of a Site Plan Amendment for an Approximately 7,900 Sq. Ft. Clubhouse.**

Max Zukowski with Madison United Rugby, Keith Dalsing from KD Engineering and Jeff Davis from Davis Steel Buildings were present to give a brief overview of the site plan amendment for the clubhouse. Pickel questioned the amount of parking, in which it was indicated that they use the parking at Bakken Park and they direct parking and it has workout well. Williams ask the timing of the building, in which it was indicated that depending on approvals it would either be November of this year or spring of next year. Broom asked if this would be one phase and if they have plans for expansion, which it was indicated that this would be one phase and if expansion was needed, they would remove the parking and expand to the north. Keith Dalsing asked about the double chip surface could be used in lieu of asphalt? James Bongard indicated that the cost is just about the same as asphalt, and asphalt would be more desirable. Ruth indicated that Public Works Director would need to approve the change. **Motion** by Ratcliff to approve the site plan amendment for an approximately 7,900 sq. ft. clubhouse for Madison United Rugby with conditions in the staff reports and changing #1 in staff report subject to the approval of Public Works Director, seconded by Jushchyshyn. **Motion** carried with a voice vote of 6-0-0.

11. **Updated Concept Presentation from Craig Frank For A Potential Planned Unit Development Project That Would Be Located on The SW Corner of Gaston Rd. And Highway N. For Feedback Only – No Official Action Will Be Taken.**  
Craig Frank was not present but will be at the next meeting.
12. **Update on Open House for Comprehensive Plan Amendment.**  
Ruth indicated the open house will be Wednesday, August 21, 2019 at Village Hall from 6:30pm to 8:00 pm. If you would like to come you are welcomed.
13. **Future Agenda Items**  
The next meeting will be August 28, 2019 at 6:30 pm. Open house results, Craig Frank, Public hearing draft plan. Ratcliff will not be at the next meeting.
14. **Adjournment**  
**Motion** by Pickel to adjourn at 8:37p.m., seconded by Jushchyshyn. **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