



PLANNING STAFF REPORT

MEMO DATE: December 20, 2019

MTG. DATE: **JANUARY 8, 2020**

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
Kevin Lord – Village Engineer

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

RE: **Comfort Suites Hotel – General Development Plan**

BACKGROUND

Property Owner: Badger Hotel Group/Greywolf Partners

Location: Parcel #0711-041-2120-1 on Landmark Dr.

Area: approx. 57,000 sq. ft.

Agent: Todd Rizzo – Greywolf Partners

Existing Zoning: Planned Office

Proposed Zoning: Planned Unit Development

Future Land Use Plan: Planned Business

OVERVIEW

The applicant is seeking approval of a Planned Unit Development for a five-story, 82 room hotel totaling approximately 57,000 sq. ft. The hotel will be branded as a Comfort Suites, which is a CHOICE Hotels brand. Amenities in the building will include an indoor pool, fitness room, meeting room, breakfast area, and an outdoor space.



The scale of the project does not comply with the current PO, Planned Office zoning. Therefore, the applicant is seeking approval as a Planned Unit Development (PUD) to allow several exceptions to the base zoning.

A PUD has a two-step approval process. At the January meeting, the Plan Commission will review the first step, the General Development Plan (GDP).

LOCATION MAP



COMPREHENSIVE PLAN CONSISTENCY

Per the Planned Business description in the Land Use Chapter, “the northern and western edges of the (Commerce) Park, with their visual exposure to I-94 and CTH N, are improved for Planned Business development which may consist of retail, high quality office, and supporting land uses such as quality restaurants, lodging facilities, and financial institutions.”



In addition, several Planned Business policies are relevant to this project. Policy #1 states that “the Planned Business uses around the interchange of I-94 and CTH N will serve as a “gateway” into the Village from other locations inside and outside of the region and reflect the image of the Village to passers-by. Due to the location, particular attention should be given to ensuring that development is of a high aesthetic quality.”

Policy #7 states “encourage Planned Business development that occurs along major transportation corridors (e.g. Interstate 94 and CTH N, CTH BB) to contribute toward establishing and enhancing a positive image for the Village. The developments that are built along these corridors and surrounding interchange areas are highly visible to residents and visitors, and can help establish an attractive image for the Village.”

The proposed project complies with the design guidelines in polices #9 and #10 for the Planned Business district.

The Economic Development chapter of the Comprehensive Plan includes a survey of local business owners. Approximately 80% of respondents felt that a hotel and a meeting/event space would provide a major or minor improvement to the Cottage Grove business community. No respondents felt such facilities would detract from the business community.

The chapter also includes a resident survey. In that survey, approximately 70% of respondents were at least mildly interested in adding a hotel to the Village, which was one of the highest scores among the businesses listed.

The Economic Development chapter also includes a matrix indicating the desirability of various industry types in different areas within the Village. The matrix indicates that accommodations and food service are appropriate and desirable within the Commerce Park.

In the opinion of staff, the proposed project is consistent with the Village’s Comprehensive Plan.

ZONING ORDINANCE CONSISTENCY

The subject property is currently zoned Planned Office. The applicant is requesting that the property be rezoned to a Planned Unit Development to accommodate features of the project that do not fit within the base zoning category.

Requested exceptions

The requested exceptions are as follows:

- The proposed building is 5 stories, while the PO zoning allows a maximum of 4.
- The proposed building is approximately 64 feet tall, while the PO zoning allows a maximum of 45 feet.
- The proposed landscape ratio for the property is 14.4%, while the minimum in the PO district is 25%.



- The floor area ratio of the proposed project is 1.0, while the maximum allowed in the PO district is 0.3.
- The proposed project has a 0-foot side setback on the north side of the property, while the minimum side setback in the PO district is 10 feet.
- The proposed project has a 0-foot street paved surface setback, while the minimum street paved surface setback in the PO district is 10 feet.

Parking

325-49(H)(11)(b) requires one parking space per room plus one space for each employee on the largest shift.

Therefore the 98 available parking spaces can accommodate the 82 rooms and up to 16 employees without making use of the spaces at the adjacent Greywolf building to the north.

STAFF RECOMMENDATIONS

Staff recommends that the General Development Plan be **APPROVED WITH CONDITIONS**, with the conditions as follows:

1. The sidewalk on Landmark Drive should be a minimum 6' width to maintain adequate clear space around the overhang of parked cars or implement wheel stops to prevent overhang.
2. Provide exterior material samples at meetings for review of the Precise Implementation Plan.