

**VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, September 14, 2016**

MINUTES

1. Call to order

The regular meeting of the Plan Commission for September 14, 2016, was called to order by Jack Henrich 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, Kyle Broom, Mick Conrad, Jack Henrich, Phyllis Jones-Morrison, Jon Russell and Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Attorney Lee Boushea, Village Administrator Matt Giese and Village Clerk Lisa Kalata.

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 August 10, 2016.

Motion by Brinkmeier to approve the minutes from the August 10, 2016 Plan Commission meeting, seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

6. Discuss and consider request for approval of an ETJ Certified Survey Map from Daniel Koppes to add 0.01 acres to an existing parcel located at 2165 Independence Circle in the Town of Cottage Grove.

Motion by Henrich to approve the Certified Survey Map from Daniel Koppes to add 0.01 acres to an existing parcel located at 2165 Independence Circle in the Town of Cottage Grove, seconded by Brinkmeier. **Motion** carried with a voice vote of 7-0-0.

7. Discuss and consider request for approval of an ETJ Certified Survey Map from the Kaltenberg Trust to add approximately 4.4 acres to an existing parcel located at 4989 County Highway TT in the Town of Sun Prairie.

Motion by Brinkmeier to approve the Certified Survey Map from the Kaltenberg Trust to add approximately 4.4 acres to an existing parcel located at 4989 County Highway TT in the Town of Sun Prairie, with the following corrections, dedicated frontage to a uniform depth of 50’ from the centerline of Highway TT for expanded ROW and change the name of Village Clerk from Deb Winter to Lisa Kalata on the last page of the CSM, seconded by Schulze. **Motion** carried with a voice vote of 7-0-0.

8. Discuss and consider request for approval of a Certified Survey Map from Heinemann Rentals & Investments, LLC to add 0.36 acres to an existing parcel located at 4587 County Highway TT in the Town of Sun Prairie.

Motion by Brinkmeier to approve the Certified Survey Map from Heinemann Rentals and Investments, LLC to add 0.36 acres to an existing parcel located at 4587 County Highway TT in the Town of Sun Prairie, seconded by Schulze. **Motion** carried with a voice vote of 7-0-0.

9. Presentation by Jamie Bush and Andrew Homburg of concept plan for Headquarters Bar & Grill, proposed to be located on the west side of Main Street, north of School Road.

Motion by Henrich to table item #9 until all the information is available, seconded by Brinkmeier. **Motion** carried with a voice vote of 7-0-0.

10. PUBLIC HEARING – public’s opportunity to comment on proposed amendment to the Village of Cottage Grove Zoning Ordinance to allow ‘commercial animal boarding’ as a conditional use within the

PI, Planned Industrial district, while removing 'commercial animal boarding' from all other districts except RH, Rural Holding.

Henrich opened the public hearing at 6:39 p.m.

There was no public, Ruth explained the staff report and summarized the changes to the zoning ordinance. No further discussion, Henrich closed the public hearing at 6:41 p.m.

This item will be tabled until the next meeting.

11. Comments from Commission Members.

Brinkmeier commented on the roundabouts and the need for the DOT to maintain them.

12. Future agenda items.

Presentation by Jamie Bush and Andrew Homburg
Ordinance Change for Commercial Animal Boarding

13. Adjournment

Motion by Schulze to adjourn at 6:44 p.m., seconded by Jones-Morrison. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: October 12, 2016

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.