

**AD HOC
ARCHITECTURAL
REVIEW COMMITTEE**

**March 16, 2020
MINUTES**

- 1.) **Call to order.** President John Williams called the meeting to order at 8:00 a.m.
- 2.) **Roll call.** Present were: John Williams, Melissa Ratcliff, Jim Knudtson, and Mike Elder. Mike Hackel arrived at approximately 8:05 a.m. Also, in attendance were: Director of Planning and Development Erin Ruth, Todd Fossum from Johnson Health Tech, and Gary Blazek from Vierbicher.
- 3.) **Discuss and consider minutes from the January 15, 2020 ARC meeting.**
Motion by Knudtson to approve the January 15, 2020 ARC minutes, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.
- 4.) **Discuss and Consider A Request from Johnson Health Tech for approval of a Site Plan Amendment to provide additional parking spaces to existing parking lots located at 1600 Landmark Drive in the Commerce Park.**
Fossum provided an overview of the project. He noted that Johnson Health Tech currently rents spaces from Summit Credit Union. He also mentioned they would replant the existing trees that must be moved whenever possible. Ratcliff asked if they would keep renting spaces from Summit. Fossum replied he didn't think they would need to, but they will if necessary. He also noted that Johnson Health Tech offers employee incentives for ride sharing. Ratcliff asked if bike commuting is common in the summer. Fossum replied yes, and they have added bike racks in recent years.
Motion by Hackel to approve the site plan with conditions in the staff report, seconded by Knudtson. **Motion** carried with a voice vote of 5-0-0.
- 5.) **Adjournment.**
Motion by Ratcliff to adjourn at 8:20 a.m., seconded by Elder. **Motion** carried with a voice vote of 5-0-0.

Erin Ruth, Director of Planning and Development
Village of Cottage Grove
Approved: May 15, 2020

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.