

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, May 20, 2019

MINUTES

1. Call to order

The Plan Commission meeting for May 20, 2019 was called to order by Village President John Williams at 5:30 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: John Williams, Don Brinkmeier, Kyle Broom, Alex Jushchyshyn, Jennifer Pickel, Melissa Ratcliff and Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese, Village Clerk Lisa Kalata 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 May 8, 2019.

Motion by Pickel to approve the minutes from the May 8, 2019 Plan Commission meeting, seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-1 with Schulze abstaining.

6. Discuss and Consider Petition for Direct Annexation by Unanimous Consent from Cottage Grove Business Development, LLC For Annexation of Approximately 63 Acres from The Town of Sun Prairie into The Village of Cottage Grove.

Ruth explained the annexation request from Cottage Grove Business Development, LLC which is for the former Duschack Property that is currently in the Town of Sun Prairie. Staff is recommending approval with conditions outline in the Staff Report. **Motion** by Pickel to approve the petition for direct annexation by unanimous consent from Cottage Grove Business Development, LLC for annexation of approximately 63 acres from the Town of Sun Prairie into the Village of Cottage Grove with conditions in the staff report, seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-1 with Broom abstaining.

7. Presentation by Homburg Equipment Inc. of Concept Plan for Proposed 5th Addition to Westlawn Estates Subdivision. For Feedback Only, No Action Will Be Taken.

Andrew Homburg was present to give a brief overview of the concept plan for the proposed 5th addition to Westlawn Estates Subdivision. The current proposal would be 72 acres that are shown on the maps provided in the packet. There would be north/south road connections with a large park area that could connect with the school property. Pickel asked how many acres the parkland would be, Andrew indicated that it would be about 15.5 acres in total. The fields and parks are just a place holder to show what could be placed in the space. Ratcliff questioned the connectivity of the Town roads and if not connected how the houses along that area would look? Andrew Homburg indicated that they will not connect to Thrush Lane and Nightingale Lane and the road will loop around because of the grade in this area it would be a challenge to connect the roads and an agreement would need to be made between the Town and Village to connect the roads. They are planning on keeping as many trees along the property line as possible as a buffer. Williams asked about the roads that currently end at the school property and how they would transition on the school property. Andrew Homburg indicated that there are a few ways of connecting the current road system but that will be a decision by the boards of how many roads and how there are connected.

8. Comments from Commission Members

Ratcliff welcomed Williams as the new Village President to the Plan Commission. Ruth thanked the commission for making the meeting, so they could continue to move the projects along in the timeline needed.

9. Future Agenda Items

10. Adjournment

Motion by Schulze to adjourn at 6:17 p.m., seconded by Pickel. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: June 12, 2019

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.