

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, July 10, 2019

MINUTES

1. Call to order

The Plan Commission meeting for July 10, 2019 was called to order by Village President John Williams 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: John Williams, Kyle Broom, Alex Jushchyshyn-appeared by phone and Melissa Ratcliff. Don Brinkmeier, Jennifer Pickel and Fred Schulze were absent and excused. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Engineer Mike Maloney 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 June 12, 2019.

Motion by Ratcliff to approve the minutes from the June 12, 2019 Plan Commission meeting, seconded by Broom. **Motion** carried with a voice vote of 4-0-0.

6. Discuss and Consider Request from Village of Cottage Grove for Approval of A CSM To Split Lot 11 In the Commerce Park to Create an Approximately 2 Acre Parcel for Madison Window Cleaning.

Ruth explained the CSM was drafted by MSA and recommended approval. **Motion** by Williams to approve a CSM to split lot 11 in Commerce Park to create an approximately 2-acre parcel for Madison Window Cleaning, seconded by Broom. **Motion** carried with a voice vote of 4-0-0.

7. Discuss and Consider Request from Dave Riesop For Approval of The Preliminary Plat for The Kennedy Hills Subdivision Located in The Village's ETJ Area, NE of Highway BB and Kennedy Road in the Town of Cottage Grove.

Ruth explained the preliminary plat has not changed from the concept plan and recommends approval with conditions in the staff report. Broom questioned the lot size as it does not follow the comprehensive plan for the Village or Town. Ruth indicated if the Town approves it the Village does not have a problem and the Town has approved the preliminary plat. **Motion** by Williams to approve the Preliminary Plat for the Kennedy Hills Subdivision located in the Village's ETJ area, NE of Highway BB and Kennedy Road in the Town of Cottage Grove, seconded by Broom. **Motion** carried with a voice vote of 4-0-0.

8. Public Hearing: Opportunity for Public to Provide Input Regarding A Request from Monona Grove Development Inc. For Approval of a Preliminary Plat for The Proposed Shady Grove Subdivision, Located At 2863 County Highway BB.

Williams opened the public hearing at 6:38 pm. Robert Procter was present to give a brief overview of Shady Grove Subdivision and ask for approval. Ruth explained the conditions in the staff report. Maloney explained the conditions in the Engineering report, Procter indicated that they agreed to all the conditions in both reports. Janine Anderson-2811 Alydar Way express her concerns with the conditions and that they should be resolved before the preliminary plat is approved. With no other requests to speak the public hearing was closed at 6:56 pm.

9. **Discuss and Consider Request from Monona Grove Development Inc. For Approval of a Preliminary Plat for The Proposed Shady Grove Subdivision, Located At 2863 County Highway BB.**

Ratcliff questioned item #12 in the staff report and asked if the fence could be black instead of galvanized? Jushchyshyn also commented that they should work out the details of who owns the fence and who will maintain the fence. Ruth indicated that they could put this in the conditions as well. Steven Bork-4318 Vilas Road was present to ask about the bike path that ends at his property line, if they have plans to connect the trail. Ratcliff indicated that it would be connected in the future when development happens. Jane Ring-4513 Buss Rd was present to question the connection of Buss Road to the new subdivision and if it will be a straight connection or if the intersection will be off set. Maloney explained that they may be an 85% bend in the connection, however there are plans for improvements to the intersection as the school develops and traffic studies are done on the location. Laura Miller 2908 Lane St was present to ask about the expansion on Buss Road to the north of the subdivision and when the improvements would happen. Maloney explained that his would not happen with this project but is planned in the future as development happens in that area. Lynda Neumann- 4537 Buss Road was present to ask about the speed limit and if it will be lowered. Maloney explained that the village has three speed limits in the village generally 25 MPH to 35 MPH. Jushchyshyn questioned the median on Buss Road in front of lot 40 and 41 and if there is enough room for trucks to turn around or if there is a need for curb cuts to allow a left-hand turn. Maloney indicated that they could look at pass throughs for this area. **Motion** by Broom to approve the preliminary Plat for the proposed Shady Grove Subdivision, located at 2863 County Highway BB with conditions in staff reports but amending item #12 to include clarification of type of fence, responsibility of maintenance of fence and looking into shortening the median or mid-block pass throughs on Buss Road by lot 40 and 41 and subject to the conditions of the Village Engineer, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

10. **Public Hearing: Opportunity for Public to Provide Input Regarding A Request from Monona Grove School District for Approval of a Request to Rezone Approximately 53.7 Acres At 4490 Buss Road From RH, Rural Holding To SR-4, Single Family Residential; And for A Conditional Use Permit to Allow an Elementary School as an 'Indoor Institutional' Land Use.**

Williams opened the public hearing at 7:26 pm. Jerrud Rossing from MG School District and Bob Vajgrt from Eppstein Uhen Architects were present to explain the new elementary school project. The school will be located off Buss Rd and will have entrances from Buss Road and from GDS school for bussing and student drop off and will house grades 3 to 5. The building will be 128,000 sq. ft over two stories. Jane Ring 4513 Buss Rd questioned how the traffic will flow on Buss Road. Rossing indicated that the drive ways will be south of Lane Drive, so it would be closer to Cottage Grove Road. Janice Hamilton-2793 Ruffian Cir. questioned if the trees on the lot would be taken out with the location of the school, it was indicated that they would be removed. She also asked about the consideration of fountains in retention ponds to help with mosquito population. It was explained that the ponds are to filter out the sediment and so fountains would not help with the purpose of the stormwater management but there are areas that could work. The public hearing was closed at 7:51 pm.

11. **Discuss and Consider Request from Monona Grove School District to Rezone Approximately 53.7 Acres At 4490 Buss Road From RH, Rural Holding To SR-4, Single Family Residential.**

Ratcliff asked if there is a map with the complete property that shows the empty fields north of the school? The map will be added for the Village Board meeting as it was not available with the building located on it at this meeting. Ruth explained there are no conditions for the rezone and recommended approval. **Motion** by Broom to approve the request from Monona Grove School District to Rezone approximately 53.7 acres at 4490 Buss Road from RH, Rural Holding to SR-4, Single Family Residential, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

12. **Discuss and Consider Request from Monona Grove School District for A Conditional Use Permit to Allow an Elementary School as an 'Indoor Institutional' Land Use At 4490 Buss Road.**

Motion by Broom to approve a conditional use permit to allow an elementary school as an “Indoor Institutional” Land use at 4490 Buss Road with conditions in staff reports, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

13. Discuss and Consider Request from Monona Grove School District for Approval of a Site Plan for a New Elementary School At 4490 Buss Road.

Jushchyshyn questioned the connection of Red Hawk Trl., Mourning Dove and Pheasant Run and who is responsible to connect the roads. Ruth explained the conditions in the staff report and also indicated the road connections address the issue as well. Maloney also explained the conditions in the Engineering report. This would also be addressed in the developer’s agreement as well. **Motion** by Ratcliff to approve the request from Monona Grove School District for approval of a site plan for a new elementary school at 4490 Buss Road with conditions in staff reports with addition to include the map of the property and streets around and the 60 ft easement of the three roads of Pheasant Run, Red Hawk Trl. and Mourning Dove, seconded by Broom. **Motion** carried with a voice vote of 4-0-0.

14. Discuss and Consider Request from Monona Grove School District for Approval of a Certified Survey Map for Approximately 53.7 Acres At 4490 Buss Road.

Motion by Ratcliff to approve the request from Monona Grove School District for approval of a certified survey map for approximately 53.7 acres at 4490 Buss Road with conditions in the staff reports, seconded by Broom. **Motion** carried by voice vote of 4-0-0.

15. Future Agenda Items

Ruth reported that there will be a special Plan Commission meeting on July 29th for a conditional use application, and they will continue to work on the comprehensive plan.

16. Adjournment

Motion by Broom to adjourn at 8:17 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: August 29, 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.