



**VILLAGE OF COTTAGE GROVE
NOTICE OF PUBLIC MEETING
Plan Commission
Wednesday, February 11, 2026
6:30 p.m.**

This meeting will take place as a hybrid meeting both virtually via Zoom and in person at Village Hall at 221 E. Cottage Grove Road. If you are utilizing Zoom, please join the meeting from your computer, tablet or smartphone by visiting <https://us06web.zoom.us/j/83882268786?pwd=ruCk1AnDXFySHm1SnYROZwxlyGqcdW.1>. You can also participate via phone by dialing 1 312 626 6799 and use **Meeting ID** 838 8226 8786# When asked for your Participant ID, just press #, when asked for the **Passcode** enter 221. You may also choose to participate by providing public comment prior to the meeting via email to Village Clerk Lisa Kalata: lkalata@village.cottage-grove.wi.us. If this is a teleconference, virtual or hybrid meeting, please review the Village of Cottage Grove's [policy](#).

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak
5. Discuss And Consider The Minutes From The Plan Commission Meeting Of January 14, 2026.

Documents:

[1-14-26 PLAN COMMISSION MINUTES.PDF](#)

6. Discuss And Consider A Request From Dave Hensiak Of New Tech Golf Carts For Approval Of A Conditional Use Permit To Allow An 'Outdoor Display Incidental To Indoor Sales' Land Use At 645 Sandpiper Trail.

Documents:

[CG_NEWTECH-CUP_2026-02-04.PDF](#)

7. Future Agenda Items
8. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Plan Commission for use at the meeting as listed above. Any item on the agenda is subject to final

action. Notice: Persons needing special accommodation should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may attend the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, January 14, 2026
MINUTES

1. **Call to order**
Village President Kelm-Nelson called the Plan Commission meeting to order at 6:34 pm. This was a hybrid meeting.
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 Cindi Kelm-Nelson, Heidi Murphy, Alex Jushchyshyn, JP Villavicencio, and Jarrid Heim and Kim Sale. Don Brinkmeier was absent and excused. Staff members present were Director of Planning and Development Erin Ruth, Village Administrator Matt Giese, Village Attorney Rick Manthe and Village Clerk Lisa Kalata.
3. **Pledge of Allegiance**
4. **PUBLIC APPEARANCES** -None
5. **Discuss and Consider the Minutes from The Plan Commission Meeting of November 12, 2025.**
Motion by Jushchyshyn to approve November 12, 2025, meeting minutes, seconded by Murphy. **Motion** carried with a voice vote of 6-0-0.
6. **PUBLIC HEARING: The Public's opportunity to provide input regarding a request from Dave Hensiak of New Tech Golf Carts for approval of a conditional use permit to allow an 'outdoor display incidental to indoor sales' land use at 645 Sandpiper Trail.**
Kelm-Nelson opened the public hearing at 6:36 pm. Comments were given and the public hearing closed at 6:47 pm.
7. **Discuss and Consider a request from Dave Hensiak of New Tech Golf Carts for approval of a conditional use permit to allow an 'outdoor display incidental to indoor sales' land use at 645 Sandpiper Trail.**
Motion by Murphy to postpone, seconded by Heim. **Motion** carried with a voice vote of 6-0-0.
8. **PUBLIC HEARING: The Public's opportunity to provide input regarding a request from The Village Board of Trustees for the rezoning parcels #0711-091-9180-9, #0711-091-9187-1, #0711-091-9201-3, #0711-091-9210-2, #0711-091-9221-1, #0711-091-9230-8, #0711-091-9265-7, #0711-091-9275-5, and #0711-091-9194-1 from PB, Planned Business to CB, Central Business.**
Kelm-Nelson opened the public hearing at 7:10 pm. Comments were given and the public hearing closed at 7:14 pm.
9. **Discuss and Consider a request from The Village Board of Trustees for the rezoning parcels #0711-091-9180-9, #0711-091-9187-1, #0711-091-9201-3, #0711-091-9210-2, #0711-091-9221-1, #0711-091-9230-8, #0711-091-9265-7, #0711-091-9275-5, and #0711-091-9194-1 from PB, Planned Business to CB, Central Business.**
Motion by Murphy to approve the rezoning of parcels #0711-091-9180-9, #0711-091-9187-1, #0711-091-9201-3, #0711-091-9210-2, #0711-091-9221-1, #0711-091-9230-8, #0711-091-9265-7, #0711-091-9275-5, and #0711-091-9194-1 from PB, Planned Business to CB, Central Business, seconded by Villavicencio. **Motion** carried with a voice vote of 5-0-1 with Sale abstaining.
10. **Discuss and Consider a request from Stoddard's Meat Market & Catering for approval of a site plan amendment to construct an approximately 930 sq. ft. addition to the existing building located at 205 E. Cottage Grove Road.**
Motion by Murphy to approve the site plan amendment to construct an approximately 930 sq. ft. addition to the existing building located at 205 E. Cottage Grove Road as presented, seconded by Heim. **Motion** carried with a voice vote of 6-0-0.
11. **Future Agenda Items**- sport complex, Toby Auto and New Tech.
12. **Adjournment**
Motion by Murphy to adjourn at 7:36pm, second by Sale. **Motion** carried with a voice vote of 6-0-0.

Kelly Cahill, Deputy Clerk
Village of Cottage Grove
Approved:

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.



PLANNING STAFF REPORT

MEMO DATE: February 4, 2026

MTG. DATE: FEBRUARY 11, 2026

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Kyela O’Loughlin – Public Works & Utilities Director
Larry Konopacki – Village Attorney
Rick Manthe – Village Attorney
Josh Straka – Village Engineer

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

RE: **New Tech Golf Carts – Conditional Use Permit**

BACKGROUND

Property Owner: Hensiak Holdings LLC

Location: 645 Sandpiper Trail

Area: 2.3 acres

Agent: Dave Hensiak – New Tech Golf Carts

Existing Zoning: PB, Planned Business

Proposed Zoning: PB, Planned Business

OVERVIEW

The applicant is seeking approval of a conditional use permit to allow an ‘outdoor display incidental to indoor sales’ land use at the New Tech building, located at 645 Sandpiper Trail. The permit would allow the applicant to display golf carts outdoors

related to the golf cart sales portion of the business. The proposed use is permitted as an accessory conditional use in the PB, Planned Business district.

The applicant would like to display up to 14 golf carts between the pond and the sidewalk along W. Cottage Grove Road, and up to an additional 6 carts between the parking lot and the sidewalk on Sandpiper Trail. The carts would not be displayed outdoors during the winter months.

LOCATION MAP



COMPREHENSIVE PLAN CONSISTENCY

The proposed use is consistent with the Planned Business designation in the Comprehensive Plan.

ZONING CONSISTENCY

The subject property is zoned PB, Planned Business, which is regulated by 325-40(B) of the Village Zoning Ordinance.

Per 325-40(B)(3)(b)(3), 'outdoor display incidental to indoor sales and service' is permitted as a conditional use in the Planned Business district.

'Outdoor display incidental to indoor sales and service' is regulated under 325-49(H)(6), which references 325-49(D)(4) – the non-incidental version of 'outdoor display.' Per the ordinance, this land use includes vehicle sales.

All the regulations listed in 325-49(D)(4)(a)(1) to (8) are also applicable to the incidental outdoor display use. Notable regulations that are applicable to this project include the following: (2) the display of items shall not be permitted within required setback areas for the principal structure; (4) display areas shall be separated from any vehicular parking or circulation area by a minimum of 10 feet; and (5) signs, screening, enclosures, landscaping or materials being displayed shall not interfere in any manner with either on-site or off-site traffic visibility. In addition, the introductory language to 325-49(H) states that "accessory uses shall not be located between a principal building and a street frontage on the same lot."

The attached sketch shows an area outlined with a green, dashed line. Display within this area conforms with the criteria above as it is outside of the building setback, outside of the vision triangle, not between the building and street, and at least 10' from the vehicle circulation area. However, the applicant feels this area does not work because it is too close to the monument sign.

ALTERNATIVE OPTIONS

The applicant has proposed displaying carts on the frontage of the adjacent property. While that solution appears to work with the setbacks, it should be noted the application and public hearing referenced the applicant's property only. Staff believes a revised application that includes written consent of the adjacent owner, and a new hearing that references that property would be required. If the applicant seeks to move forward with this option, the item will need to come back to a subsequent meeting.

The applicant inquired about the potential to amend the ordinance. The Plan Commission could direct staff to investigate an amendment to the ordinance, such as removing the language from 325-49(H) that states accessory uses shall not be located between the building and the street frontage. Another consideration would be to specifically allow display of vehicles in any parking spaces in excess of the minimum required for the site. If either of these options are deemed appropriate by the Plan Commission, they should direct staff to bring amendment language to the next meeting. If the Plan Commission is not interested in amending the ordinance, they can direct staff accordingly.

CONDITIONAL USE PERMIT CRITERIA

325-111(D)(2) of the zoning ordinance requires a proposed conditional use to be compliant with standards (a) to (f) of that section. In the opinion of staff, the proposed use is compliant with those standards as outlined below.

- a) *The proposed conditional use (the use in general, independent of its location) is in harmony with the purposes, goals, objectives, policies, and standards of the Village of Cottage Grove's Comprehensive Master Plan, this chapter and any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the Village.*

The site location is designated as 'Planned Business' on the Comprehensive Plan's Future Land Use map. The proposed use is consistent with those allowable within that designation.

- b) *The proposed conditional use (in its specific location) is in harmony with the purposes, goals, objectives, policies, and standards of the Village of Cottage Grove's Comprehensive Master Plan, this chapter and any other plan, program, or ordinance adopted or under consideration pursuant to official notice by the Village.*

The proposed use in this specific location, in the opinion of staff, is in harmony with all of the documents listed above. The Land Use Chapter says "encourage Planned Business development that occurs along major transportation routes to contribute toward establishing and enhancing a positive image for the Village."

While it could be claimed the presence of the carts does not "enhance the positive image for the Village." However, this effect is largely in the eye of the beholder. Staff does not feel there is a measurable negative impact such that the conditional use permit should be denied.

- c) *The proposed conditional use, in its proposed location and as depicted on the required site plan, does not result in substantial or undue adverse impacts on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights of way, or other matters affecting the public health, safety, or general welfare either as they now exist or as they may in the future be developed as a result of implementation of the provisions of this chapter, the Comprehensive Master Plan, or any other plan, program, map or ordinance adopted or under consideration pursuant to official notice by the Village or other government agency having jurisdiction to guide development.*

The requested conditional use does not negatively affect public safety. While the presence of the carts may add to a cluttered appearance on the site, staff feels this does not rise to the level of an adverse impact on character and welfare of the community.

d) The proposed conditional use maintains the desired consistency of land uses, land use intensities and land use impacts as related to the environs of the subject property.

The proposed conditional use does not affect consistency or intensity of land uses.

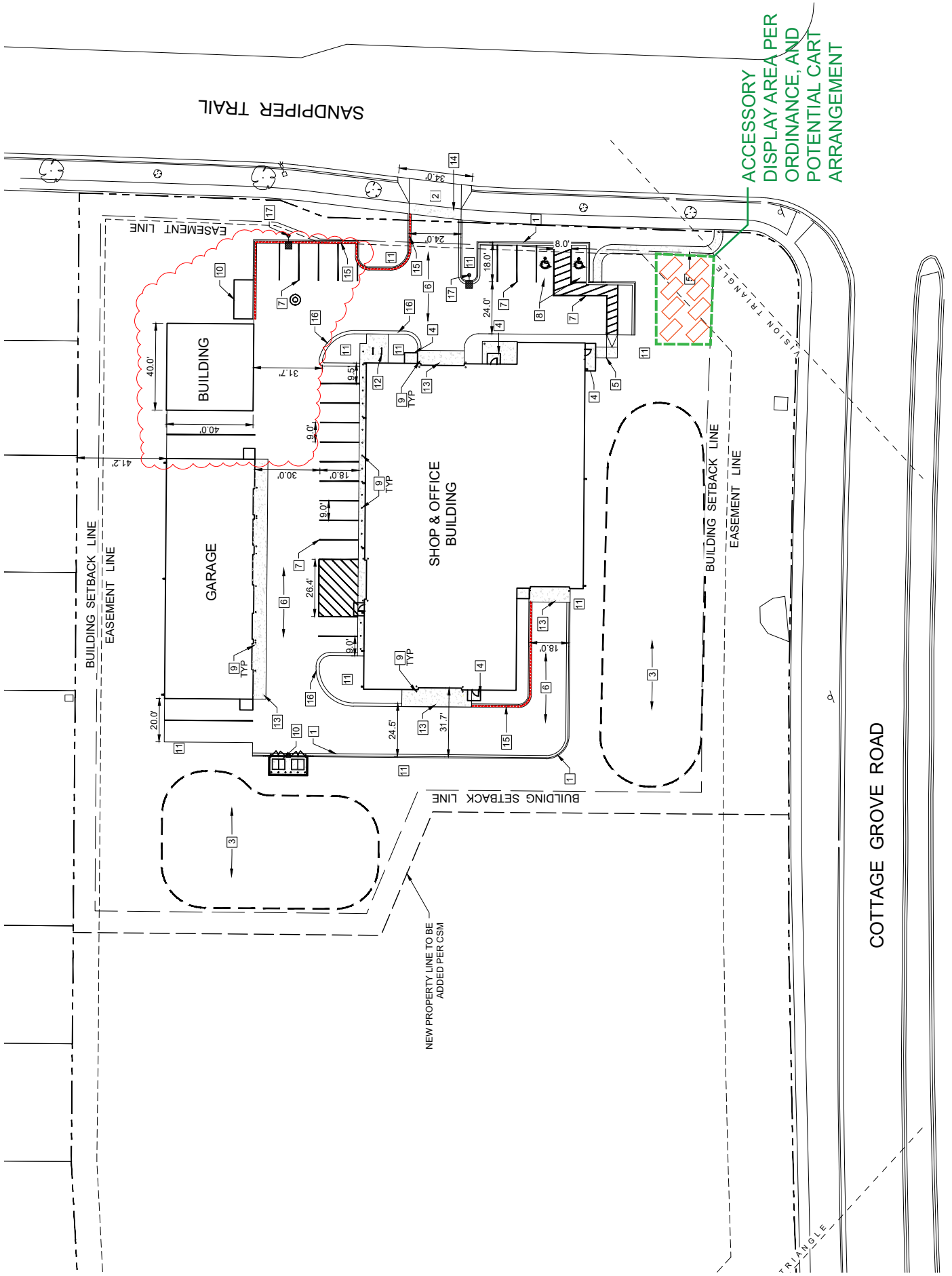
e) The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.

The full range of urban services are available at the subject property, and the proposed use will not add an undue burden to any public utility or service.

f) The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use, after taking into consideration the applicant's proposal and any requirements recommended by the applicant to ameliorate such impacts.

The proposed use is not anticipated to create any adverse impacts on the Village or neighboring properties, while the potential public benefits include:

1. The conditional use helps improve the financial viability of a business that is unique within the Village.



ACCESSORY
DISPLAY AREA PER
ORDINANCE, AND
POTENTIAL CART
ARRANGEMENT

NEW PROPERTY LINE TO BE
ADDED PER CSM

COTTAGE GROVE ROAD

SANDPIPER TRAIL