



# PLANNING STAFF REPORT

**MEMO DATE:** May 25, 2022

**MTG. DATE:** JUNE 8, 2022

**TO:** Village of Cottage Grove Plan Commission

**CC:** Village of Cottage Grove Board of Trustees  
Matt Giese – Village Administrator  
JJ Larson – Deputy Administrator/Public Works Director  
Lisa Kalata – Village Clerk  
Larry Konopacki – Village Attorney  
Josh Straka – Village Engineer

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

**RE:** **Grosso Zero Lot Line CSM**

## BACKGROUND

Property Owner: Ron and Kathy Grosso

Location: 509 & 511, 513 & 515, 517 & 519, and 521 & 523 Progress Drive

Area: 0.36 acres, 0.36 acres, 0.32 acres, and 0.35 acres respectively

Agent: Kathy Grosso - owner

Existing Zoning: MR-10, Multi-Family Residential

Proposed Zoning: MR-10, Multi-Family Residential

Future Land Use Plan: Multi-Family Residential

## OVERVIEW

The applicant is seeking approval of four certified survey maps. The CSMs are intended to split four existing duplex properties into two parcels each. The parcels are located consecutively along the south side of Progress Drive, addressed from 509 to 523 Progress Drive.

As required, the applicant has provided a letter from a licensed plumber verifying the units in the duplex have separate sewer and water laterals.

## LOCATION MAP



## COMPREHENSIVE PLAN CONSISTENCY

The proposed CSM does not affect the existing buildings or change the existing land uses. Therefore, the proposed CSM is consistent with the Comprehensive Plan.

## ZONING ORDINANCE CONSISTENCY

The property is zoned MR-10, Multi-Family Residential. This zoning district is appropriate regardless of whether the duplex is on one parcel or two. The dimensions of the newly created parcels are consistent with the ordinance.



## STAFF RECOMMENDATIONS

Staff recommends that the proposed Certified Survey Map be **APPROVED with** **CONDITIONS**, with the conditions as follows:

1. A joint maintenance agreement shall be recorded at the Dane County Register of Deeds for the lots for both halves of each duplex.