



PLANNING STAFF REPORT

MEMO DATE: February 22, 2023

MTG. DATE: MARCH 2, 2023

TO: Village of Cottage Grove Plan Commission

CC: Village of Cottage Grove Board of Trustees
Matt Giese – Village Administrator
Lisa Kalata – Village Clerk
Larry Konopacki – Village Attorney
Rick Manthe – Village Attorney
Josh Straka – Village Engineer

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

RE: One Community Bank – Site Plan Amendment

BACKGROUND

Property Owner: One Community Bank

Location: 1565 Landmark Drive (Parcel #0711-041-4011-1)

Area: 1.76 acres

Agents: Jeff Versluys – One Community Bank
Ryan Frank – OPN Architects

Existing Zoning: PB, Planned Business

Proposed Zoning: PB, Planned Business

OVERVIEW

The applicant, One Community Bank, received approval of a site plan and a conditional use permit (CUP) in January for an approximately 6,000 sq. ft. bank in the Commerce Park. After receiving bids for the project, the bank is proposing changes to the project to reduce costs.

The proposed changes include the following:

- Removing the sidewalk between the building and Landmark Drive.
- Removing one of the stormwater lateral connections through the parking lot.
- Replacing terra cotta cladding with stone.
- Removing the batten screen and knee wall next to the drive-through lane.
- Changing the soffit material from a wood pattern to white.

The changes were deemed to be significant enough to require approval of a site plan amendment.



Perspective view of southwest corner - original design



Perspective view of southwest corner - revised design

COMPREHENSIVE PLAN CONSISTENCY

Architectural Design

The Comprehensive Plan's land use chapter contains several recommendations and guidelines related to development along Highway N and the entrance to the Village, including the following:

- “Particular attention should be given to ensuring that development is of a high aesthetic quality.”
- Development should “contribute toward establishing and enhancing a positive image for the Village.”
- “Encourage the use of canopies, awnings, trellises, or other design features to add visual interest to building facades.”

The vertical batten screen along the drive-through lane was a significant design element that provided pleasing color and texture to the building design and contributed to the objectives listed above.

It should be noted that the landscaping plan has been revised to include more robust vegetation in the green space adjacent to the drive-through (the renderings above appear to reflect an accurate depiction of the landscaping changes). One additional tree is provided, and the trees have been shifted further west to better screen the drive-through area.

The revised building is still attractive, and the additional landscaping helps offset the loss of the decorative screen. In the opinion of staff, the plan remains consistent with the Comprehensive Plan.

Vehicular and Pedestrian Circulation

The Comprehensive Plan includes general recommendations to separate vehicular and pedestrian circulation. Removing the sidewalk from Landmark Drive to the building eliminates one place where that separation occurs. However, a separate pedestrian access still occurs from the Highway N frontage. In the opinion of staff, the layout remains consistent with the Comprehensive Plan.

ZONING CONSISTENCY

The proposed revisions do not affect the project's consistency with the zoning ordinance.

COMMERCE PARK COVENANTS

While some exterior materials are changing, the replacement products remain compliant with the covenants.

In the opinion of staff, the proposed changes do not affect compliance with the Commerce Park

covenants.

ENGINEERING REVIEW

Strand also reviewed the amended site plan and had minimal comments. They provided a reminder that a signed stormwater maintenance agreement must be recorded for the property. They also pointed out that the ADA curb ramp located south of the entry may no longer be necessary given the sidewalk to Landmark Drive has been removed and there are no ADA parking spaces in the adjacent lot.

STAFF RECOMMENDATION

Staff recommends that the requested Site Plan Amendment be **APPROVED WITH CONDITIONS** with the following conditions:

1. The elements removed in this revision may be reinstated without additional site plan review as long as they match with the previously approved site plan.
2. The applicant shall record a signed stormwater maintenance agreement for the parcel.
3. The ADA curb ramp located south of the building entry may no longer be necessary and may be removed.

1. Upon development, a bufferyard meeting or exceeding Village ordinances shall be provided along the adjacent residential properties. Design shall be verified during site plan review.
2. No non-emergency access will be permitted from Alvin Road. All regular and construction traffic shall access the site from the future Faber Road extension through the Zilber site.