



PLANNING STAFF REPORT

MEMO DATE: February 12, 2026

MTG. DATE: **FEBRUARY 16, 2026**

TO: Village of Cottage Grove Board of Trustees

CC: 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.

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.

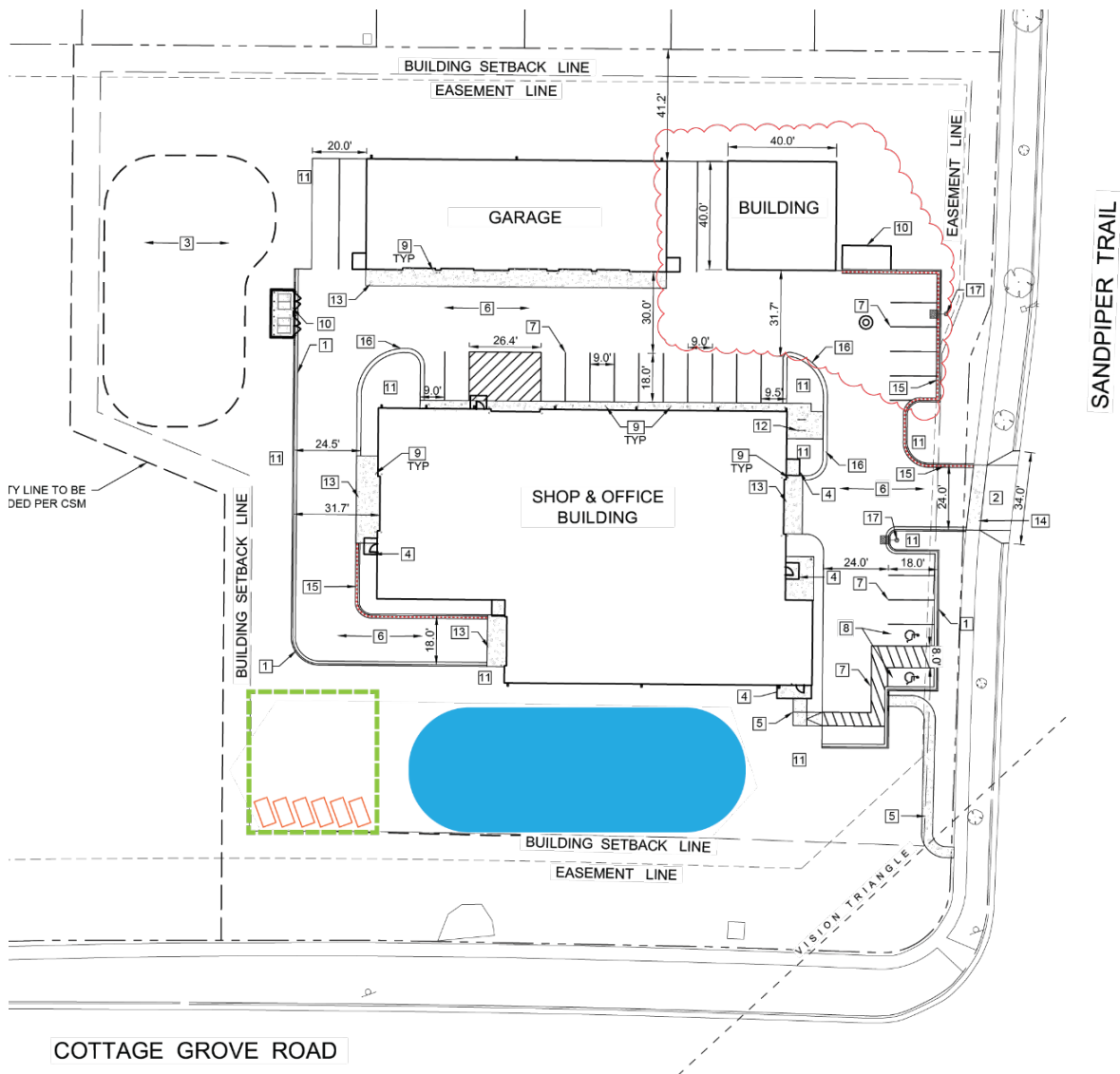
Per 325-40(B)(3)(b)(3), 'outdoor display incidental to indoor sales and service' is permitted as a conditional use in the Planned Business district.

'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 sketch below shows an area west of the pond 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. The applicant will limit display to this area.



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 and 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.

STAFF RECOMMENDATION

Staff recommends that the requested Conditional Use Permit be **APPROVED WITH CONDITIONS**, with the conditions listed below:

1. The Conditional Use Permit applies only to the New Tech Golf Cart business, not any other business on the property.
2. The Conditional Use Permit applies only to carts, not other equipment or items.