



# PLANNING STAFF REPORT

**MEMO DATE:** June 5, 2020

**MTG. DATE:** JUNE 10, 2020

**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  
Kevin Lord – Village Engineer

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

**RE:** **Atwell Suites Hotel – Precise Implementation Plan**

## BACKGROUND

Property Owner: Huston Hotel Group, LLC

Location: 4672 County Highway TT

Area: 1.94 acres

Agent: Troy Hoekstra – United Development Solutions

Existing Zoning: Rural Holding

Proposed Zoning: Planned Unit Development

Future Land Use Plan: Planned Business

## OVERVIEW

The applicant is seeking approval of a Planned Unit Development for a four-story, 97 room hotel with 46 parking spaces in an underground parking level. The hotel will be branded as an Atwell Suites, which is an IHG brand. This would be the first Atwell Suites in the area. Amenities in the building will include bar service, food service, and expanded work areas.

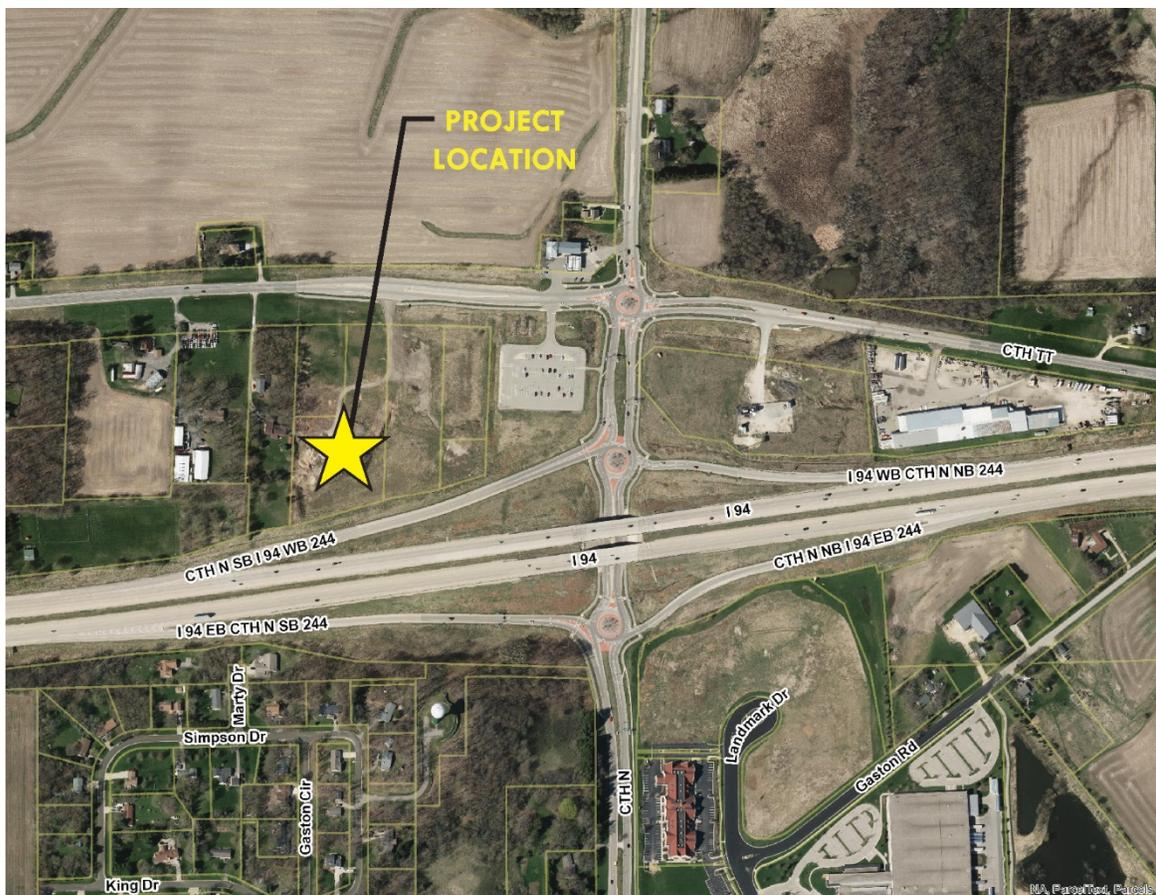
The Village's zoning ordinance includes a process for approving a project as a Planned Unit Development (PUD). Planned Unit Developments are appropriate for projects that exceed



some aspect of the standard zoning district, where the project is consistent with the Comprehensive Plan and provides positive benefits to the community (market need, aesthetics, or tax base). This is a relatively common process that has been used in recent years for projects such as Cottage Grove Commons and the Summit Credit Union headquarters.

A PUD has a two-step approval process. The first step, the General Development Plan, was approved at the May Plan Commission and Village Board meetings. The current PIP represents the second of the two steps.

## LOCATION MAP



## COMPREHENSIVE PLAN CONSISTENCY

Per the Land Use Chapter several Planned Business policies are relevant to this project. Policy #1 states that “the Planned Business uses around the interchange of I-94 and CTH N will serve as a “gateway” into the Village from other locations inside and outside of the



region and reflect the image of the Village to passers-by. Due to the location, particular attention should be given to ensuring that development is of a high aesthetic quality.”

Policy #7 states “encourage Planned Business development that occurs along major transportation corridors (e.g. Interstate 94 and CTH N, CTH BB) to contribute toward establishing and enhancing a positive image for the Village. The developments that are built along these corridors and surrounding interchange areas are highly visible to residents and visitors, and can help establish an attractive image for the Village.”

The proposed project complies with the design guidelines in polices #9 and #10 for the Planned Business district.

The Economic Development chapter of the Comprehensive Plan includes a survey of local business owners. Approximately 80% of respondents felt that a hotel and a meeting/event space would provide a major or minor improvement to the Cottage Grove business community. No respondents felt such facilities would detract from the business community.

The chapter also includes a resident survey. In that survey, approximately 70% of respondents were at least mildly interested in adding a hotel to the Village, which was one of the highest scores among the businesses listed.

The Economic Development chapter also includes a matrix indicating the desirability of various industry types in different areas within the Village. The matrix indicates that accommodations and food service are appropriate and desirable north of I-94.

In the opinion of staff, the proposed project is consistent with the Village’s Comprehensive Plan.

## **ZONING ORDINANCE CONSISTENCY**

The subject property is currently zoned Rural Holding. The Comprehensive Plan indicates that Planned Business would be the most likely zoning category when the property is rezoned. The applicant is requesting that the property be rezoned to a Planned Unit Development to accommodate features of the project that do not fit within the base Planned Business zoning category.

### Requested exceptions

The requested exceptions are as follows:

- The proposed building height (50') exceeds the maximum building height in the Planned Business district (35').
- The proposed floor area ratio (FAR) is 0.65, which exceeds the maximum FAR in the PB district (0.3).



### Parking

325-49(H)(11)(b) requires one parking space per room plus one space for each employee on the largest shift.

The proposed project includes 46 indoor underground parking spaces and 63 outdoor spaces on the PUD site for a total of 109. The Zoning Ordinance requires 1 space per room plus 1 space for every employee on the largest work shift. Therefore, the parking provided can accommodate the 97 rooms plus twelve employees on the largest shift. Note that an additional 25 spaces are shown adjacent to the PUD site which would provide additional parking when built, but they may be shared with or allocated to other uses as the remainder of the site is developed.

The applicants have provided drawings which verify the parking layout can accommodate the necessary turn radii for a 30' box truck and a 46' fire department ladder truck, fulfilling a condition of GDP approval.

It was noted during GDP approval that the drive aisle width in the parking lot could be reduced to the minimum 24' required by the Village. The applicants considered the option and have chosen to keep the 26' width.

### Landscaping

The proposed landscaping far exceeds the minimum requirements of the Planned Business district. A total of 721 points are required and 1,324 points are provided. This total represents a significant increase from the 840 points shown in the approved GDP. The additional landscaping helps to enliven the exterior which is otherwise primarily comprised of an EIFS material.

The landscaping plan shows a white oak near the SE corner of the building. Upon maturity white oaks can grow quite tall and as shown it appears that the tree may obstruct views of the building's signature southeast corner. The applicant may wish to consider relocating the white oak to a different location on the site.

The surrounding parcels are remaining under RH, Rural Holding zoning, but the property is expected to ultimately develop as commercial uses. Therefore, staff does not anticipate a need for bufferyards per the Landscaping Ordinance.

## **STAFF RECOMMENDATIONS**

Staff recommends that the General Development Plan be **APPROVED WITH CONDITIONS**, with the conditions as follows:

1. The rezone to a Planned Unit Development applies only to the property designated for the hotel site, as described by the 'Rezone Legal Description' in the submittal. The remaining property under the same ownership remains under RH, Rural Holding zoning.



2. Alterations to existing lot lines will require future approval via certified survey map or plat.
3. Obtain necessary sign permits prior to sign installation.
4. Consider relocating the white oak shown near the SE corner of the building to avoid obstructing views the building's signature design element.