



PLANNING STAFF REPORT

MEMO DATE: January 5, 2021
MTG. DATE: **JANUARY 13, 2021**

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: **Highland Village Final Plat & Precise Implementation Plan**

BACKGROUND

Property Owner: UMJ Investments, LLC

Location: Lots 1-4 of CSM #12454 bounded by Cork Crossing, CTH BB, and Sandpiper Trail

Area: 4.2 acres

Agent: Kevin Metcalfe – Owner, Metcalfe Company
Duane Johnson – Architect, Knothe & Bruce

Existing Zoning: PB, Planned Business

Proposed Zoning: Planned Unit Development

OVERVIEW

The applicant is seeking approval of a final plat and precise implementation plan (PIP) to construct a multi-family residential development with 38 units in 10 buildings including six 4-unit flats, two 4-unit townhomes, and two 3-unit townhomes. The townhomes are 2-1/2 stories with two bedrooms and porches and individual entries facing the street. The flats are cottage-style buildings 1 to 2 stories in height with three bedrooms including a ground floor master suite. All units feature 2-car garages. The buildings employ a traditional residential style intended to compliment the adjacent neighborhood.

A new public road, Highland Drive, is proposed to traverse the site from east to west connecting Cork Crossing with Sandpiper Trail.

COMPREHENSIVE PLAN CONSISTENCY

It is staff's opinion that the submitted project is consistent with the Comprehensive Plan.

The subject parcel is part of Mixed-Use Area #2 in the Village Comprehensive Plan. The plan states that "mixed use or commercial required within 150' of Hwy BB frontage, unless requirement is waived by the Village Board following input from the Plan Commission." The submitted GDP does not include commercial or mixed use within 150' of Hwy BB so the Village Board would need to waive that requirement as described in the Comprehensive Plan as part of its approval.

The Comprehensive Plan states that "high quality design and materials are expected facing Highway BB." It is staff's opinion that the submitted building designs meet this expectation.

Lastly, the Comprehensive Plan states that a landscaping buffer adjacent to duplex lots shall be equal to that required for a Planned Business use. This applies to the 40' landscaping buffer along the northern edge of the project. The landscaping plan in the proposed PIP provides the required amount of landscaping to create the required bufferyard.

ZONING ORDINANCE CONSISTENCY

The applicant is seeking project approval as a Planned Unit Development (PUD). The PUD zoning would replace the current PB, Planned Business zoning.

The most similar zoning district to the proposed project is MR-12, Multi-Family Residential. PUD zoning is being pursued to allow certain exceptions to the MR-12 district, as follows:

- Max. density for MR-12 is 12 units per acre. The maximum density on individual lots in the proposed project is 16 unit per acre. It should be noted the density for the project as a whole is 9 units per acre, so on a project-wide basis the density does not require an exception.
- Min. landscape surface ratio (LSR) for MR-12 is 50%. The proposed project has an LSR of 48% over the whole project and as low as 35% on an individual lot.
- Max. building coverage ratio for MR-12 is 30%. The proposed project has a building coverage of 32% project wide and as high as 42% on an individual lot.
- MR-12 zoning requires a minimum 3,500 sq. ft. of lot area per unit. The proposed project has a ratio as low as 2,500 sq. ft. per unit on individual lots. It should be noted the project as a whole meets the requirement.
- MR-12 requires a minimum lot width of 80'. The proposed project has lot widths as low as 75'.

- MR-12 zoning requires a 25' setback on the front or street side. The proposed project has a 12' setback on Cork Crossing and Sandpiper Trail. The setback on Highway BB complies with the ordinance.
- The applicant is requesting minor exceptions to particular sections of the landscaping ordinance related to the placement of street frontage landscaping and the points required for paved areas. The total landscaping points provided exceed the minimum requirement, so the exceptions relate to how the points are allocated.

SUBDIVISION ORDINANCE CONSISTENCY

The proposed Final Plat meets the requirements of Article V of the Subdivision Ordinance with the following exception. Per 274-32 (C) a final plat must show the "exact location and description of streetlighting and lighting utility easements." Treatment of these features on Highland Drive shall be added to the final plat.

274-42 provides street design standards for Village plats. 274-42(A) states that minor streets should have a minimum ROW width of 66'. The proposed Highland Drive has a 60' wide ROW. The ROW width is a condition that can be granted an exception via the PUD process as described in 274-49. Given the limited use expected for the proposed street, 60' would appear to be adequate. The proposed 30' curb to curb width falls within the required range of 28' to 36'.

STAFF RECOMMENDATION

Precise Implementation Plan

Staff recommends the proposed Precise Implementation Plan be APPROVED WITH CONDITIONS, with the following conditions:

1. The following exceptions to the zoning ordinance shall be granted through the PUD:
 - a. Max. density for MR-12 is 12 units per acre. The maximum density on individual lots in the proposed project is 16 unit per acre. It should be noted the density for the project as a whole is 9 units per acre, so on a project-wide basis the density does not require an exception.
 - b. Min. landscape surface ratio (LSR) for MR-12 is 50%. The proposed project has an LSR as low as 35% on an individual lot and 45% over the whole project.
 - c. Max. building coverage ratio for MR-12 is 30%. The proposed project has a building coverage as high as 42% on an individual lot and 32% project-wide.
 - d. MR-12 zoning requires a minimum 3,500 sq. ft. of lot area per unit. The proposed project has a ratio as low as 2,500 sq. ft. per unit on individual lots. It should be noted the project as a whole meets the requirement.
 - e. MR-12 requires a minimum lot width of 80'. The proposed project has lot widths as low as 75'.

- f. MR-12 zoning requires a 25' setback on the front or street side. The proposed project has a 12' setback on Cork Crossing and Sandpiper Trail. The setback on Highway BB complies with the ordinance.
- g. The applicant is requesting minor exceptions to particular sections of the landscaping ordinance related to the placement of street frontage landscaping and the points required for paved areas. The total landscaping points provided exceed the minimum requirement, so the exceptions relate to how the points are allocated.

Preliminary Plat

Staff recommends the proposed Final Plat be APPROVED WITH CONDITIONS, with the following conditions:

1. The following exceptions to the zoning ordinance shall be granted through the PUD:
 - a. 274-42(A) requires a 66' ROW width. Highland Drive shall be permitted to have a 60' width.
2. Per 274-32 (C) a final plat must show the "exact location and description of streetlighting and lighting utility easements." Treatment of these features on Highland Drive shall be added to the final plat.