



# PLANNING STAFF REPORT

**MEMO DATE:** February 3, 2021

**MTG. DATE:** FEBRUARY 10, 2021

**TO:** Village of Cottage Grove Plan Commission  
Village of Cottage Grove Ordinance Review Committee

**CC:** Village of Cottage Grove Board of Trustees  
Matt Giese – Village Administrator  
Lisa Kalata – Village Clerk  
Larry Konopacki – Village Attorney

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

**RE:** **Ordinance Amendment Regarding Snow Fences**

## BACKGROUND

A Village resident contacted staff regarding Village ordinances regulating snow fences. The resident was concerned because his neighbor had installed a snow fence in early November well in advance of any substantive snow fall. Based on current regulations, the snow fence was a permitted temporary fence. It did not require a permit and was not subject to regulation and therefore the Village had no role in adjudicating the fence dispute.

Staff recommended that the resident fill out an ordinance amendment request form and submit it to the Ordinance Review Committee for consideration. The Ordinance Review Committee has considered the issue and recommends the following minor amendments.

The proposed amendments are within the Zoning Ordinance, therefore the Plan Commission must also review the amendment and hold a public hearing prior to enacting the change.

## PROPOSED AMENDMENT

The text below represents the proposed amendment. Text to be deleted is ~~struck through~~. Text to be added is *italicized*.

### **325-88, Fences and Hedges.**

Amend 325-88(K) as follows: Fences not requiring permits. Garden fences two feet or less in height, snow fences *placed seasonally*, arbors, trellises and similar structures shall not require a

permit. *The Building Inspector may order the removal of any fence or structure subject to this section not kept in a neat, sightly, and safe manner.*

**STAFF RECOMMENDATION**

The intent at this meeting is for the Plan Commission to review and discuss the proposed amendment. After gathering feedback from the Commission staff will schedule a public hearing at the March Plan Commission meeting.