

**VILLAGE OF COTTAGE GROVE
AD HOC ARCHITECTURAL REVIEW COMMITTEE
Wednesday, March 24, 2021**

MINUTES

1. Call to order

The March 24, 2021 meeting of the Ad Hoc Architectural Review Committee was called to order at 8:00 a.m. by Williams, this was a Zoom meeting.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. In attendance were John Williams, Mike Hackel, and Paul Vander Velde. Jim Knudtson was absent and excused. Staff in attendance were Planning Director Erin Ruth, and Village Administrator Matt Giese.

3. Discuss and Consider approval of minutes of the December 17, 2021 Ad Hoc Architectural Review Committee meeting.

Motion by Hackel to approve the minutes as written, seconded by Vander Velde. **Motion** carried with a voice vote of 3-0-0.

4. Concept presentation for potential Grand Appliance warehouse.

Keith Verstegen, Project Manager from Keller, led the presentation of the Grand Appliance concept for a 40,000 square foot distribution facility proposed for Lot 14 in the Commerce Park. Committee members felt this was a good fit for the park. There was some concern about screening the loading dock area. It was agreed that infiltration would not be required since the site was exempted by the DNR.

5. Concept presentation by Josh Vinluan of Oakstone regarding potential projects at Oakstone, 304 Commerce Parkway.

Josh Vinluan presented concepts for an open sided canopy structure proposed to go over the existing patio on the north side of the Oakstone building. Hackel suggested that a metal roof would be preferable to the proposed shingles. Hackel also suggested cedar for any exposed wood. Signage concepts were also briefly discussed.

6. Adjournment.

Motion by Vander Velde to adjourn at approximately 8:45 a.m, seconded by Hackel. **Motion** carried with a voice vote of 3-0-0.

**Erin Ruth, Director of Planning and Development
Village of Cottage Grove
Approved:**

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.