



PLANNING STAFF REPORT

MEMO DATE: May 3, 2021

MTG. DATE: MAY 12, 2021

TO: Village of Cottage Grove Plan Commission
Village of Cottage Grove Architectural Review Committee

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: AVID Site Plan

BACKGROUND

Property Owner: Avid Real Estate, LLC

Location: Lot 1 of CSM 15197, SE Corner of Landmark Dr. and Commerce Parkway

Area: 2.5 acres

Agents: Brock Ryan – CEO, AVID Risk Solutions
Jeff Davis – Architect, Angus Young

Existing Zoning: PI, Planned Industrial

Proposed Zoning: PI, Planned Industrial

OVERVIEW

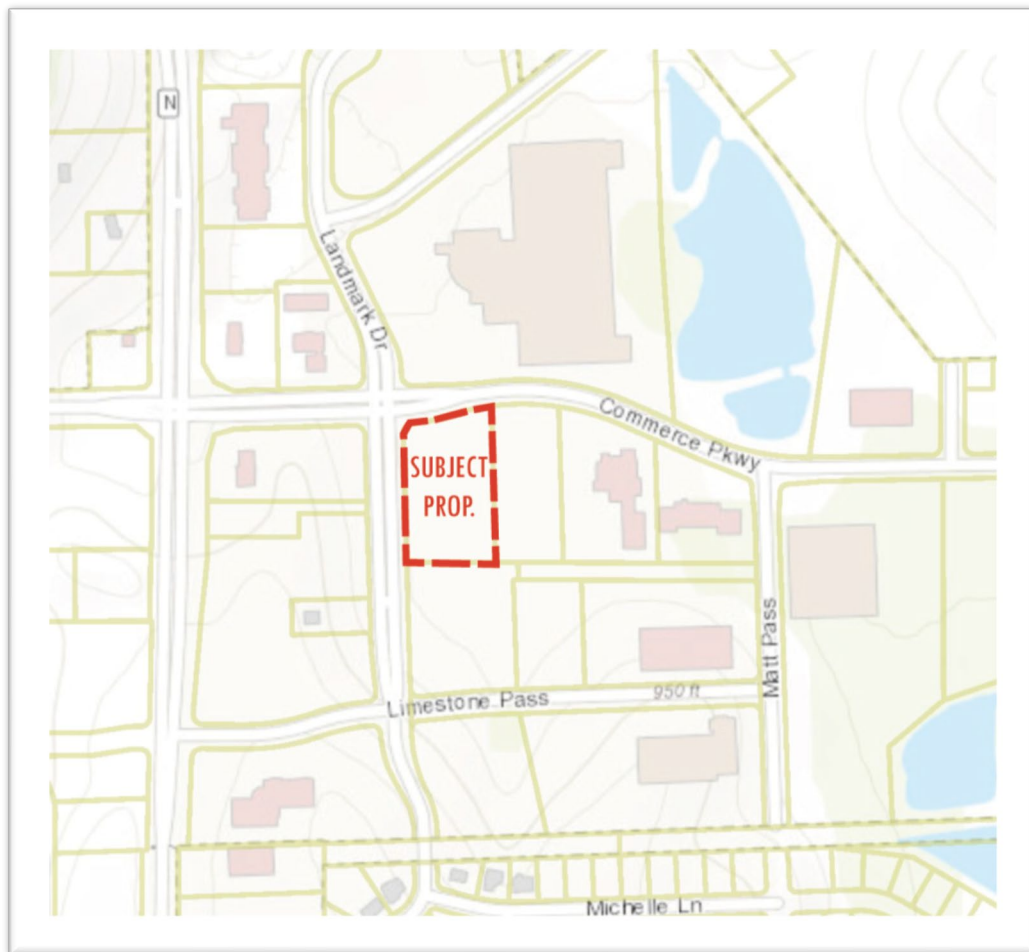
The applicant, AVID Risk Solutions, is seeking approval of a site plan for a 19,610 sq. ft. office/warehouse building located on the SE corner of Commerce Parkway and Landmark Drive.

AVID oversees a number of companies including Biodome (a distributor of disinfectant products) and Laser Link Golf (laser range finders) among others. The facility will house 20 to 25 employees upon opening with plans of up to 40 within 18 months.

The building exterior will consist primarily of architectural metal panels with stone around the corner of Commerce and Landmark, and a significant amount of glazing on the street facades. The site plan includes 56 parking spaces.

The site plan includes a proposed phase 2 that would add an additional 7,525 sq. ft. to the building with 12 additional parking spaces.

LOCATION MAP



COMPREHENSIVE PLAN CONSISTENCY

The Comprehensive Plan shows this area as Planned Industrial on the Future Land Use map. The project represents the type of development envisioned for the Commerce Park in terms of appearance and land use. In the opinion of staff, the project is consistent with the Comprehensive Plan. It is an attractive project that suits the prominent intersection.

COMMERCE PARK COVENANTS CONSISTENCY

The proposed use is permitted by the covenants.

The proposed architectural metal wall panels and stone are compliant with the covenants.

The covenants state that “roof mounted equipment shall be so located and screened to eliminate visibility from streets and street levels adjacent to the building.” If in the process of further design units are placed on the roof, a diagram shall be provided to staff to demonstrate compliance with this requirement prior to construction.

Per the covenants, “each lot shall include an infiltration basin with a minimum size of 10% of the building roof area.” The basin is provided along the west side of the building.

The proposed project includes a loading area on the east side of the building at the southern end of the façade, placing well away from the nearest street. The site plan also features generous landscaping between the street and the front parking lot.

ZONING CONSISTENCY

The proposed project consists of a ‘light industrial’ land use, as defined by 325-49(G)(1). The use is permitted by right in the Planned Industrial district.

Per the land use definitions noted above, the light industrial land use requires 1 space per employee on the largest shift. The applicant states that there will be 20 to 25 employees associated with the facility at opening with plans for 40 within 18 months. Therefore, 40 spaces are required to accommodate the near-term increase in employees and 56 are provided.

The density and intensity requirements for the Planned Industrial district are found in 325-41(A). Per those regulations, the minimum landscape surface ratio is 20%, while the actual is 53.5%, meeting the requirement. After phase 2 is completed the landscape surface ratio would be 34.6% which still meets the requirement. The maximum permitted floor area ratio is 0.6, while the actual FAR is 0.182. The FAR after the completion of phase 2 will be 0.252, which still meets the requirement.

The minimum setbacks per the zoning ordinance are 30’ on the front and street sides, 10’ on the side, 10’ on the rear, and 10’ to all paved surfaces. The proposed site plan meets these requirements.

The landscaping provided on the landscaping plan meets Village requirements.

325-41(A)(8) includes design guidelines within the Planned Industrial district. The Commerce Park Covenants also include design guidelines as described below. Wherever the covenants and the ordinance conflict, the stricter requirement is applicable. Per the zoning guidelines, the most attractive façade must face the street, and higher quality architectural materials must be

used including at least 1/3 masonry on the street façade. The proposed project meets these requirements.

The applicant shall provide a photometric plan and lighting details to verify that any outdoor lighting complies with Article VI of the Zoning Ordinance.

STAFF RECOMMENDATION

Staff recommends that the requested site plan be **APPROVED WITH CONDITIONS**, with the conditions as follows:

1. Sign permits are granted via a separate review process.
2. If in the process of further design and construction mechanical units are placed on the roof instead of the ground as shown on the site plan, a diagram shall be provided to staff to demonstrate compliance screening requirements.
3. Provide a photometric diagram and lighting cutsheets for staff approval.
4. The submittal does not provide elevations, landscaping, or other necessary details for Phase 2. These shall be submitted for approval prior to construction.