

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Wednesday, June 9, 2021**

**MINUTES**

**1. Call to order**

The Plan Commission meeting for June 9, 2021 was called to order by Village President John Williams at 6:30 p.m. this was a zoom meeting.

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

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: John Williams, Alex Jushchyn, Melissa Ratcliff, Fred Schulze, Kyle Broom and Don Brinkmeier. Kim Sale was absent and excused. Staff members present were Village Planner Erin Ruth, Village Clerk Lisa Kalata, Village Engineer Kevin Lord, and Village Attorney Rick Manthe.

**3. Pledge of Allegiance**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*  
None

**5. Discuss and Consider the Minutes from The Plan Commission Meeting of May 12, 2021.**

**Motion** by Jushchyn to approve the minutes from May 12, 2021 with edits on item #11 of last line to be deleted, seconded by Broom. **Motion** carried with a voice vote of 6-0-0.

**6. Discuss and Consider A Request for Approval of a Zero Lite Line Application from Mitchell And Valarie Clement to Split One Existing Duplex Parcel Located At 701 And 703 Cork Crossing into Two Lots.**

**Motion** by Brinkmeier to recommend approval the zero-lot line application from Mitchell and Valarie Clement located at 701 and 703 Cork Crossing, seconded by Broom. **Motion** carried with a voice vote of 6-0-0.

**7. Discuss and Consider A Request for Approval of a Site Plan Amendment from PBBS Equipment Corp., Located At 380 Progress Drive, For an Approximately 1,260 Sq. Ft. Addition.**

Rick Fisher, architect from Fisher & Associates, presented the project. **Motion** by Brinkmeier to approve the Site Plan Amendment from PBBS Equipment Corp located at 380 Progress Drive, for an approximately 1,260 Sq. Ft. Addition with conditions in staff reports and allowing staff to approve the additional paving, seconded by Schulze. **Motion** carried with a voice vote of 6-0-0.

**8. PUBLIC HEARING: Opportunity for Public to Provide Input Regarding Proposed Ordinance 05-2021 Regarding Solar Energy Collection Devices.**

Williams opened the public hearing at 6:58 p.m. There was no public to speak, the public hearing was closed at 7:03 p.m.

**9. Discuss and Consider Ordinance 05-2021 Regarding Solar Energy Collection Devices.**

**Motion** by Ratcliff to approve Ordinance 05-2021 regarding Solar Energy Collection Devices, seconded by Schulze. **Motion** carried with a voice vote of 6-0-0.

**10. Presentation and Discussion with City of Madison Planning Staff Regarding A Potential Boundary Agreement.**

Jeff Greger and Brian Grady from the City of Madison Planning department were present to show a boundary agreement map for a potential agreement with the Village.

**11. Closed Session: This Closed Session Is to Discuss Boundary Agreement Negotiating Position for Potential Agreements Involving the Village of Cottage Grove and The City of Madison. The Village of Cottage Grove Village Plan Commission Will Enter into Closed Session Pursuant to Wisconsin State Statute §19.85 (1)(E), Deliberating or Negotiating the Purchasing of Public Properties, The Investing of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive or Bargaining Reasons Require A Closed Session.**

Motion by Williams to enter into closed session at 7:07 pm, this Closed Session Is to Discuss Boundary Agreement Negotiating Position for Potential Agreements Involving the Village of Cottage Grove and The City of Madison. The Village of Cottage Grove Village Plan Commission Will Enter into Closed Session Pursuant to Wisconsin State Statute §19.85 (1)(E), Deliberating or Negotiating the Purchasing of Public Properties, The Investing of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive or Bargaining

Reasons Require a Closed Session, seconded by Jushchyshyn. **Motion** carried with a roll call vote of Brinkmeier Aye, Broom Aye, Jushchyshyn Aye, Ratcliff Aye, Schulze Aye, Williams Aye.

**12. Reconvene into Open Session and Possible Consideration of Closed Session Items.**

**Motion** by Ratcliff to reconvene into open session at 7:34 p.m., seconded by Schulze. **Motion** carried with a roll call vote of Brinkmeier Aye, Broom Aye, Jushchyshyn Aye, Ratcliff Aye, Schulze Aye, Williams Aye.

No action was taken in closed session

**13. Future Agenda Items-** commerce park projects and boundary agreement.

**14. Adjournment**

**Motion** by Broom to adjourn at 7:37 p.m., seconded by Schulze. **Motion** carried with a voice vote of 6-0-0.

Lisa Kalata, Village Clerk

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.

DRAFT