

**AD HOC  
ARCHITECTURAL  
REVIEW COMMITTEE**

**April 4, 2019  
MINUTES**

- 1.) **Call to order.** Jim Elmore called the meeting to order at 8:01 a.m.
- 2.) **Roll call.** Present were: Jim Elmore, Mike Hackel, Jim Knudtson and Mike Elder. Jack Henrich was absent and excused. Also, in attendance were: Director of Planning and Development Erin Ruth, Administrator Matt Giese Village Clerk Lisa Kalata.
- 3.) **Discuss and consider minutes from the September 12, 2018 ARC meeting.**  
**Motion** by Knudtson to approve the September 12, 2018 ARC minutes, seconded by Hackel. **Motion** carried with a voice vote of 4-0-0.
- 4.) **New Business:**
  - a. **Discuss and consider a request from Oakstone for amendments to a previously approved Site Plan for a bar/restaurant/volleyball facility to be located at the NE corner of Commerce Parkway and Erb Rd.**  
Ruth explained this was approved in September and the amendments being requested to help with costs of the building and staff is recommending approval with the conditions in the staff report. Scott Truehl from Friede & Associates, the contractor for the project, indicated that the initial budget had been underestimated so they are looking to cut costs on the building and have changed a few items such as the masonry and landscaping. The committee had questions, on the roof top units, materials for siding and requested that nothing is seen of the roof top units and the materials are of higher quality. **Motion** by Hackel to approve request from Oakstone based on relocation of the landscaping on commerce parkway along the sidewalk, screen on the loading area, roof top units screened in matching metal material, metal panels are hidden fasteners as shown in drawings, seconded by Knudtson. **Motion** carried with a voice vote of 4-0-0.
  - b. **Presentation by Greywolf regarding proposed monument signage in Commerce Park.**  
Paul Wagner and Chad Schulz were present to present the proposed monument sign to be located in Commerce Park. Chad explained the different options for the sign, and the height that would be needed to see the sign from the interstate. The committee agreed the proposed sign looked great and would like the materials to match the building and would like the letters to be back lit.
- 5.) **Adjournment.**  
**Motion** by Knudtson adjourn at 8:50 a.m., seconded by Elder. **Motion** carried with a voice vote of 4-0-0.

Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: June 10, 2019

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.