

TOWN OF COTTAGE GROVE
PUBLIC HEARING AND JOINT TOWN BOARD/PLAN COMMISSION MEETING
JANUARY 24, 2018

PUBLIC HEARING – COMPREHENSIVE REVISION OF DANE COUNTY ZONING ORDINANCE

1. Notice of the public hearing was posted at the Town Hall and on the Town’s internet site. Town Board and Plan Commission members were present as listed below, along with Clerk Kim Banigan, Town Planner Mark Roffers, Dane County Senior Planner Pam Andros, and others as listed on the sign in sheet available in the Clerk's office. The public hearing began at 7:00 P.M.
2. Andros presented hard copies of both the current and proposed zoning code to Town Board and Plan Commission members, and used a PowerPoint to compare and contrast the current land use descriptions to their replacements in the proposed new ordinance. She also had brought along maps showing the current and proposed zoning districts in the Town, and said the Town should review and provide the County with input on them within a month or so. All of the information presented tonight is available on the County's web site, including a tool to allow property owners to zoom to their parcel to see what their proposed new zoning would be. The Town can decide how individual property owners should be notified of the proposed changes, including the option of a postcard to each property owner. Once the County adopts the new ordinance, Towns will have one year to either adopt it, adopt their own zoning code, or have no zoning.
3. The public hearing ended at 8:09 P.M.

JOINT TOWN BOARD/PLAN COMMISSION MEETING

1. Notice of the meeting was posted at the Town Hall and on the Town’s internet site.
Town Board Members present: Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams, and Mike DuPlayee.
Plan Commission Members present: Chair Kris Hampton, Steve Anders, Phil Bultman, Wilmer Larson, and Jerry Meylor.
Others present: Clerk Kim Banigan, Town Planner Mark Roffers, and others listed on sign-in sheet.
2. Chair Kris Hampton called the Town Board and the Plan Commission to order at 8:09 P.M.
3. Approve minutes of the previous meetings (Plan Commission): **MOTION** by Anders/Meylor to approve the minutes from the December 21, 2017 meeting as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: None.
5. Consider/Adopt motion to move into closed session per Wis. Stats. 19.85(1)(e) for deliberation, negotiation or conducting specified public business whenever competitive or bargaining reasons require a closed session: Strategy for boundary negotiations:
For the Plan Commission: **MOTION** by Meylor/Bultman to move into closed session for the reason stated above. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.**
For the Town Board: **MOTION** by DuPlayee/Williams to move into closed session for the reason stated above. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.**
Roffers and Banigan also remained for the closed session, all others left. The closed session began at 8:15 P.M.
6. Consider/Adopt motion to reconvene to open session to take any action necessary from closed session.
For the Plan Commission: **MOTION** by Anders/Larson to reconvene to open session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.**

TOWN OF COTTAGE GROVE
PUBLIC HEARING AND JOINT TOWN BOARD/PLAN COMMISSION MEETING
JANUARY 24, 2018

For the Town Board: **MOTION** by DuPlayee/Williams to reconvene to open session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.**

The closed session ended at 9:09 P.M. and there was no resulting action.

7. ADJOURNMENT:

For the Plan Commission: **MOTION** by Anders/Meylor to adjourn. **MOTION CARRIED 5-0.**

For the Town Board: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.**

The meeting was adjourned at 9:10 P.M.

Submitted by: Kim Banigan, Clerk

Approved by the Plan Commission on 02-28-2018

Approved by the Town Board on 03-05-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
FEBRUARY 28, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl and Wilmer Larson in attendance. Town Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings:
 - a) **MOTION** by Anders/Bultman to approve the minutes from the January 24, 2018 open session meeting as printed. **MOTION CARRIED 5-0-1** (Muehl abstained).
 - b) **MOTION** by Anders/Bultman to approve the minutes from the January 24, 2018 closed session as printed, and to keep them closed. **MOTION CARRIED 5-0-1** (Muehl abstained).
4. Public Concerns: None.
5. Discuss and consider blanket rezone to implement amendments to the Town of Cottage Grove/Dane County Comprehensive Plan and Dane County Farmland Preservation Plan. Includes parcels 0711-292-8810-5, 0711-292-8760-6, 0711-292-8820-3 and 0711-292-8500-0, all on Wittewood Lane. All property is currently zoned non-conforming A-1(EX) and is proposed to be rezoned to conform with current use and planning:
 - Dave, Bob and Andrew Witte were in attendance, and Dave stated they wanted to be clear that their intentions are still for residential development of parcel 0711-292-8500-0. It was explained that this blanket rezone is needed to make the zoning of the parcel compliant with the recent Comprehensive Plan update, which did place the parcel in the Neighborhood Development planning district at the Witte's request. But since this planning district is not qualified for Farmland Preservation credits, the parcel must be rezoned away from A-1EX.
 - Kathryn Kersels, owner of parcel 0711-292-8760-6 at 2881 Wittewood Lane, was present with her daughter Sydney. They explained that they currently have 13 chickens, which would not be allowed under the proposed R-1A zoning, which would only allow for 6. They also keep bees, which would not be allowed under R-1A. She asked if the chickens and bees could be grandfathered in under their ownership. She also noted that her property is slated to change to SFR-1 under the proposed revision to Dane County's Zoning Ordinance, and asked if it could be RR-1 instead, which would allow for up to 8 chickens and the bees.

MOTION by Hampton/Anders to approve the blanket rezone as proposed, including the following parcels:

- #0711-292-85810-5 – A-1EX to R-1 for 0.76 acres
- #0711-292-8760-6 – A-1EX to R-1A for 1.50 acres
- #711-292-8820-3 – A-1EX to R-1 for 0.77 acres
- 14.24 acres from #0711-292-8500-0 from A-1EX to A-2(8).

The commission has no problem with the Kersels keeping the chickens (no roosters) and bees as long as there are no complaints from neighbors. **MOTION CARRIED 6-0.**

6. Discuss and consider new Town zoning map proposed by the Comprehensive Revision of the Dane County Zoning Ordinance: Paper copies of the "before" and "after" zoning had been provided in advance to commission members and were on display. In addition, Banigan projected Dane County's online map showing the "before" and "after" zoning, and the commission discussed zoning in the Town section by section. Notes were made on the paper copy of the "after" map about any concerns the commission had. Kersel's property was indicated to change to RR-1 as

TOWN OF COTTAGE GROVE
PLAN COMMISSION
FEBRUARY 28, 2018

discussed above. Most other notes were related to proposed changes of A-1EX lands to NR-C, as this would take these lands out of Farmland Preservation credit eligibility. Several commercial properties were flagged with questions about whether they are actually being used commercially, or could the commercial zoning be removed or restricted. The Hamlet districts caused some confusion and consensus was that they are probably not of much use to the Town. Hampton and Banigan will share the commission's comments with County staff.

7. ADJOURNMENT: **MOTION** by Hampton/Anders to adjourn. **MOTION CARRIED 6-0**. The meeting was adjourned at 9:00 P.M.

Submitted by: Kim Banigan, Clerk

Approved 03-28-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
MARCH 28, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl and Wilmer Larson in attendance. Town Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Meylor to approve the minutes from the February 28, 2018 meeting as printed. **MOTION CARRIED 6-0.**
4. Public Concerns: None.
5. Discuss/Consider approval of additional conditions as approved by the Dane County ZLR committee for Conditional Use Permit #2405, Expansion of Rocky Rights, LLC mineral extraction site at 2294 US Highway 12 & 18: It was noted that conditions number 26 and 30 proposed by the ZLR were identical. Hampton asked if commission members had any problems with the suggested conditions. Anders took issue with the phrase "dust free" in condition 13, expressing concern that the least little dust will result in complaints. He said unless it is maintained as a mud pit, some dust is inevitable, and reasonableness is the key. Atty Buck Sweeney, representing Rocky Rights, LLC, said this was discussed and is on record with Dane County, and said that the phrase "dust free manner" is enough of a modifier to address the reasonableness. **MOTION** by Anders/Bultman to approve the conditions as approved by the Dane County ZLR. **MOTION CARRIED 6-0.**
6. Annual Review of SmartGrowth Comprehensive Plan:
 - a) Discuss/Consider the following landowner requests for changes to the future land use map:
 - Larry Skaar – requesting that 25.34 acres of parcel 0711-332-9002-0 at 3287 Field View Ln. be moved from the Commercial Development Area to the Neighborhood Development Area: Mr. Skaar stated that the farm buildings have already been parceled off, and he thinks he has 3 RDUs remaining. His timeframe for development is 2-3 years. It is poor ag land, and he acknowledged that drainage is an issue. The number of homes would depend on engineering and stormwater. Written recommendations from Town Planner Mark Roffers were reviewed by the commission (Appendix A), which included points to support the request along with disadvantages, one of which was the use of dead end streets or cul-de-sacs. He recommended that if the proposal is to move forward, efforts should be made to provide for a second access. Mr. Skaar said he had an egress at the north west corner of the parcel at one time, but it disappeared when Wesley Skaar put in the lots at the end of Fieldview Lane. **MOTION** by Muehl/Anders to recommend changing the future land use of the entirety of parcel 0711-332-9002-0, and 0711-332-9610-0 containing the parceled off farm house, to Neighborhood Development, with instructions to work on regaining the egress in the north west corner before development occurs. **MOTION CARRIED 6-0.**
 - Windsor Quarry, LLC – requesting that parcels 0711-183-8000-7, 0711-183-8500-2, 0711-183-9000-5 and 0711-183-9500-0, totaling 116.8 acres, be moved from the Agricultural Preservation Area to the Neighborhood Development Area. It was noted that the agenda item overstated the actual request, which is to move only 33.8 acres into the Neighborhood development area to develop up to 18 lots. The remainder of the 116.8 acres would be deed restricted to provide the RDUs for the development. This is a repeat of the request that was made last year but denied by the Town Board.
 - Attorney Mike Lawton represented Windsor Quarry, LLC, and suggested that development of this property would provide a buffer to future higher density

TOWN OF COTTAGE GROVE
PLAN COMMISSION
MARCH 28, 2018

development in what is now the Town of Blooming Grove but is soon to become part of the City of Madison.

- Written recommendations from Town Planner Mark Roffers were reviewed (see Appendix A), which included several reasons why the request is inconsistent with the Town's visions and policies.
- Debra Tomesh, 3990 Vilas Hope Road, spoke in opposition, asking if this is allowed, will others in the area be allowed to do the same thing? She suggested that since phase A of Madison's Yahara Neighborhood plan is dated in 2027, there is no rush and the Town has time for some strategic planning in this area.

MOTION by Anders/Muehl to recommend re-designating the 33.8 acres to future Neighborhood Development, subject to a legal description since it does not follow parcel lines. **MOTION CARRIED 6-0.**

The Town Planner will be directed to draft a revised Future Land Use Map and resolution recommending its adoption for the commission to consider at the April 25, 2018 meeting.

b) Other revisions suggested by commission members and/or planning consultants: None.

7. **ADJOURNMENT:** **MOTION** by Muehl/Anders to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 8:07 P.M.

Submitted by: Kim Banigan, Clerk
Approved 04-25-2018



To: Town of Cottage Grove Plan Commission
From: Mark Roffers, Town Planner
Date: March 22, 2018
Re: Proposed Comprehensive Plan Amendments

This memo summarizes, describes, and assesses requested Town Comprehensive Plan amendments in this year's cycle. The next step is for the Plan Commission to initiate any proposed Plan amendments from these requests, at which point the Clerk would schedule an opportunity for public input and formal Plan Commission recommendation. Under Statutes, this would be done by Plan Commission approval of a resolution. Town Board approval would then be required.

This winter, the Town received requests from land owners to redesignate two different areas on Map 10: Future Land Use. Both requests are to amend the future land use designations from the "Agricultural Preservation Area" to the "Neighborhood Development Area." The Neighborhood Development Area sets the stage for future requests for residential development above the Town's normal maximum density of 1 house per 35, if sufficient development rights are transferred under the Town's TDR program.

I am not proposing any amendments to the Comprehensive Plan this year that go beyond what the Commission may do with the two land owner requests.

Paulson Request

This request is along the west side of Vilas Hope Road and at the west edge of the Town. The Paulson proposal is as shown on the following page and the materials included in the Commission's packet:



This is a second attempt at a request that the Town rejected in 2017. I do not believe that conditions have changed in the months since that action. The following is essentially a restatement of my 2017 analysis of the Paulson request.

I evaluated the Paulson request against what I believe are applicable criteria in the Town's Comprehensive Plan, which to me suggests further analysis and negotiation with Madison before action should be taken. Given my 2017 analysis of residential supply and demand in the Town, it doesn't appear that the redesignation of this Paulson parcel is necessary to accommodate short-term development demand in the Town. Therefore, I advise a deliberative approach.

The proposed Paulson Plan amendment area is separated from the nearest other Town planned development area on Map 10, in apparent conflict with the Town's vision and several policies regarding guiding housing to already-developed areas. There is a developed residential area at the south end of Vilas Hope Road/Gala Way that is with ¼ mile of the proposed amendment area and contains about 40 existing homes.

If the Town is viewing the larger Vilas Hope Road corridor as an area to accommodate more residential development, I encourage the Town to first analyze the suitability of this area for such development, the interest of nearby property owners in further development, and the implications on intergovernmental relations. Perhaps this proposal could then be viewed more logically in a larger context, or adjusted somewhat, perhaps including more development or more preservation, for example. Or, perhaps this proposal will not make sense at the conclusion of such a broader analysis of the area.

This part subdivision/part preservation aspect of this proposal raises a number of questions. If this general area is to develop in the future, how viable will the preservation of one 70 acre farm going to be? What sense will there be in the land use pattern if there are other examples of this type of "part subdivision/part preservation" scheme played out multiple times in this Vilas Hope Road corridor? Or, will there be pressure to remove the conservation easement(s) later on? And what would such removal mean for the area relative to the future vision for the area?

This Paulson proposal seems to be in contrast to the intergovernmental cooperation/boundary preservation approach in the Intergovernmental Cooperation chapter of the Comprehensive Plan. That approach calls for a concerted efforts towards intergovernmental boundary agreements first, and in the event of failure of such agreement negotiation, other efforts like residential development and conservation easements second. In my opinion, this proposal may compromise the ability of the Town to reach a successful agreement with the City of Madison. The City and the Town have agreed to start intergovernmental agreement discussions within a few months. I am having difficulty understanding how approval of this Plan amendment proposal at this time would be considered a positive start to such discussions.

Finally, if one intent of this proposal is to preserve the Town's western edge from annexation, I would ask the Town to consider if this is really a "defensible edge," or if some point further east (e.g., Door Creek) might be a more defensible long-term/permanent Town boundary.

Skaar Request

This second request is to redesignate all or most of parcel 0711-332-9002-0 ("subject property"). The subject property is 39.9 acres southwest of the Highway 12/N interchange, along the ~4,500 foot long Fieldview Lane cul-de-sac. There are currently around 10 homes

along this cul-de-sac, most of which were in place before the interchange was built in the late 1990s. Before then, Fieldview Lane connected to Highway 12 and some of these existing homes had individual driveways to the highway. The interchange project cut off all direct access to Highway 12 in this area.

The subject property is directly west of a future “Commercial Development Area” designated in the Town Comprehensive Plan. Per Figure 8 of the Plan, the “Commercial Development Area” is intended for “a range of agricultural business, retail, commercial service, storage, light assembly, institutional, health care, research and development, institutional, and recreational uses.” Recognizing that some of these uses may present challenges to nearby residences, Figure 8 also includes standards for buffering and lighting control.

The 25 acre parcel directly east of the subject property is zoned C-2 Commercial, and is partially developed with a kennel. I understand that this parcel has also been approved for mini-warehouses. The row of houses directly north of the subject property is zoned R-1. Three more houses were built to the northwest in the early 2000s.

The elevation of the subject property drops about 100 feet from south to north. There are two relatively distinct drainageways, which are associated with the steepest (20%+) slopes and wooded parts of the subject property. There are no apparent wetland, floodplain, or hydric soils on the subject property. Soil quality ranges from Group II to IV+. It is unclear whether the subject property retains any Residential Density Units (i.e., splits, rights to build home(s)). There is no current density study, and ownership history of this and contiguous lands is fairly complex.

The map that accompanied Mr. Skaar’s request suggests that the part of the subject property containing the existing farm buildings would be excluded from the Plan change. This would result in an unusually shaped and small remaining “Agricultural Preservation Area.” Land’s redesignated away from “Agricultural Preservation Area” either ought to follow parcel lines, which is the preferred approach, or be accompanied by a detailed legal description as a second option.

From my professional perspective and per Town plans and ordinances, this proposal has a number of potential “selling points” as well as disadvantages.

Among the aspects that tend to support its redesignation to “Neighborhood Development Area” are the following:

- Adjacent to an area that already contains ~10 existing homes plus more existing and planned development to the east. One component of the Town’s vision (p. 4) is to “guide housing development away from farming areas and towards developed areas.”

- No apparent significant environmental limitations. The natural drainageways and significant slope from south to north suggest the need for thorough erosion control and stormwater management planning, particularly since there are a row of existing homes to the immediate north.
- Not among the best agricultural soils in the Town.
- Development of the subject property would require the permanent preservation of farmland in remaining planned “Agricultural Preservation Area” lands in other parts of the Town, via the Town’s transfer of development rights program. No residential subdivision could be developed on the subject property without such a transfer of Residential Density Units from elsewhere. It may be worthwhile to ask the applicant if he has a notion of where he would obtain these RDUs.
- Relatively distant from City or Village and their expected zone of significant interest. Still, the subject property is in the City’s extraterritorial jurisdiction and therefore any subdivision would require City approval.

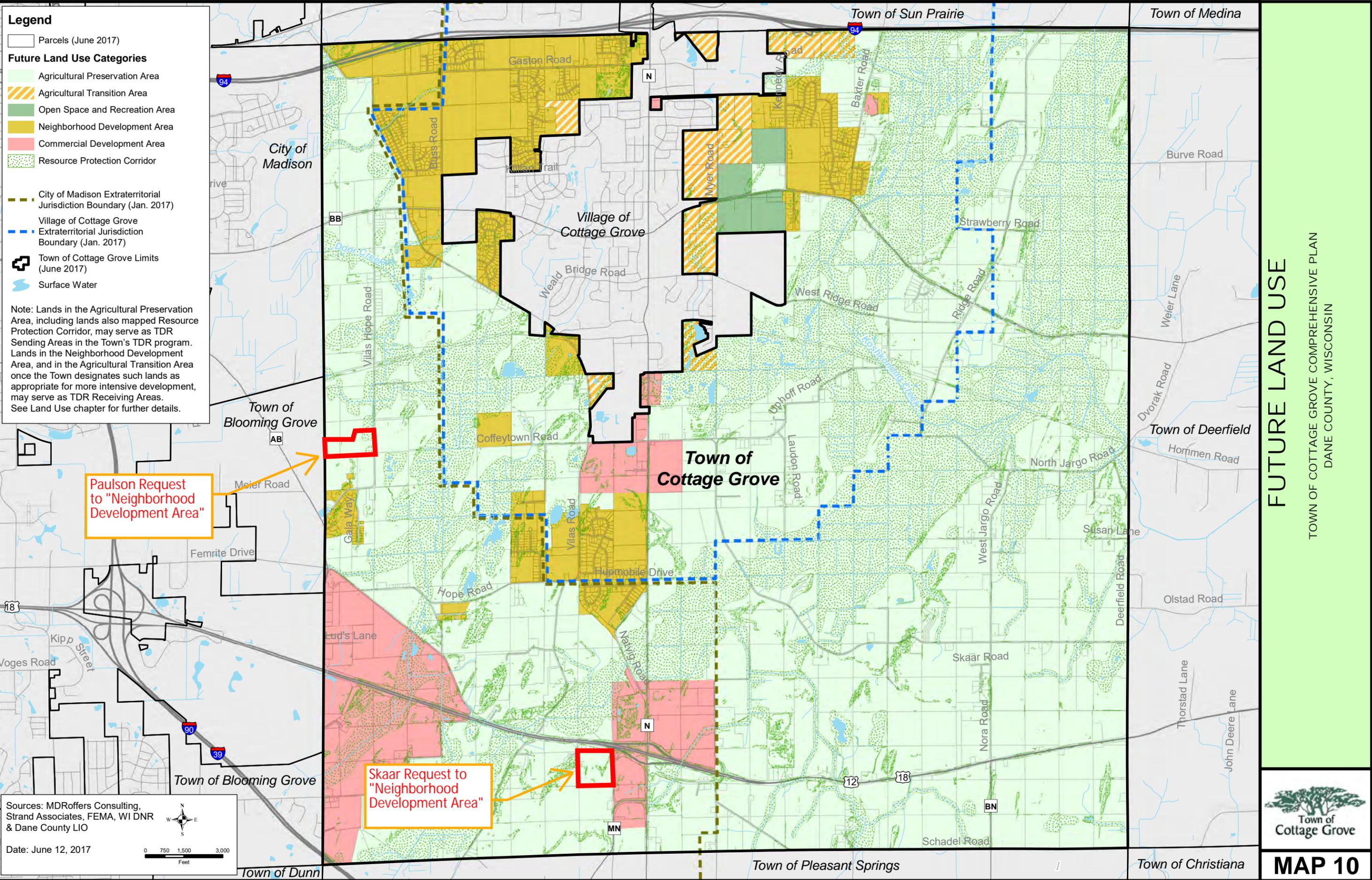
The disadvantages or negatives associated with redesignating the subject property include the following:

- Would result in a likely significant number of additional homes along the ~4,500 Fieldview Lane cul-de-sac, which runs counter to the intent of Town and County plans and ordinances. The Town’s Comprehensive Plan suggests that the Town will “require interconnected new roads in planned development areas to control highway access, and improve access to deeper parcels. Minimize cul-de-sacs/dead end streets.” (page 46). Both Town and County subdivision ordinances set a maximum cul-de-sac length of 1,000 feet. This extra-long cul-de-sac is a product of WisDOT highway planning, not the result of any Town or County plan or action. Still, placing more homes along a non-compliant cul-de-sac seems contrary to Town and County plans/ordinances, good emergency access/evacuation planning, and good neighborhood design. Good transportation planning suggests that local traffic intending to use Vilas Road ought not to be forced to use a U.S. Highway for about a mile to do so. If this proposal is to move forward, I suggest it be accompanied by a serious effort to extend Fieldview Lane west to connect with Vilas Road.
- The Town Plan suggests that the Town will “plan for a sufficient supply of developable land for housing...at a pace consistent with recent development trends” (page 38). It does not appear that increasing residential land supply is necessary to accommodate short-term development demand in the Town, as revealed through a study I shared with the Commission in 2017. It would also be interesting to learn how many Residential

Development Units could be used (i.e., new homes built) on the subject property, without this Plan amendment request.

- The Town’s adjacent “Commercial Development Area” is intended for a potentially wide range of businesses that will benefit from a rural setting, away from large concentrations of homes. That is why the Town plan states on page 32 that “[b]ecause of the intensity and impacts of some of these [planned] uses, the Town will discourage new residential development in this area.” A new residential subdivision adjacent to this area may invite future conflicts between land uses, and between people during the processes necessary to approve them. This being said, the site directly east has already been approved for mini-warehouses—a relatively quiet neighbor.
- Relatedly, existing residents along Fieldview Lane may view the request may be an unexpected and unwelcome change by and engender significant neighborhood.

If the Commission is included to move to the next step with this request, I recommend that the Commission and Mr. Skaar discuss and attempt to remedy these deficiencies.



Legend

- Parcels (June 2017)
- Future Land Use Categories**
 - Agricultural Preservation Area
 - Agricultural Transition Area
 - Open Space and Recreation Area
 - Neighborhood Development Area
 - Commercial Development Area
 - Resource Protection Corridor
- City of Madison Extraterritorial Jurisdiction Boundary (Jan. 2017)
- Village of Cottage Grove Extraterritorial Jurisdiction Boundary (Jan. 2017)
- Town of Cottage Grove Limits (June 2017)
- Surface Water

Note: Lands in the Agricultural Preservation Area, including lands also mapped Resource Protection Corridor, may serve as TDR Sending Areas in the Town's TDR program. Lands in the Neighborhood Development Area, and in the Agricultural Transition Area once the Town designates such lands as appropriate for more intensive development, may serve as TDR Receiving Areas. See Land Use chapter for further details.

FUTURE LAND USE
 TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN
 DANE COUNTY, WISCONSIN

Sources: MDRoffers Consulting, Strand Associates, FEMA, WI DNR & Dane County LIO

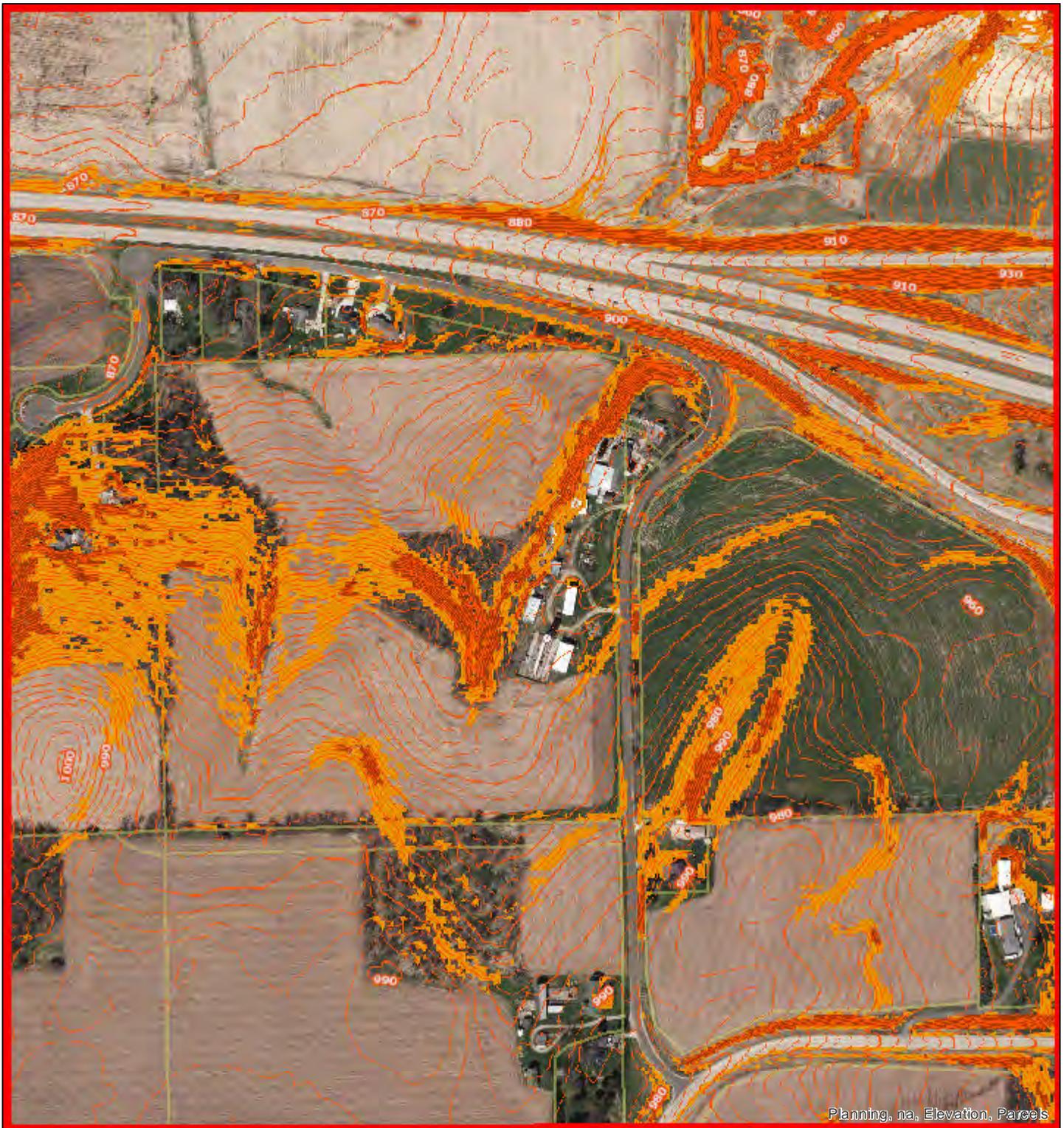
Date: June 12, 2017

0 750 1,500 3,000
Feet



MAP 10

Skaar Plan Amendment-Existing Conditions



March 21, 2018

1 inch = 400 feet

- Contours - 2 ft Intervals
- Contours - 10 ft Intervals
- Tax Parcels

0 250 500 1,000 Feet

Steep Slopes

- 12 to less than 20
- 20 and greater

Skaar Plan Amendment-Current Zoning



March 21, 2018

1 inch = 400 feet

Rural Zoning

- A-1 or A-1EX Agricultural
- A-2, A-2(1), A-2(2), A-2(4), A-2(8), A-3 Agricultural
- A-B Agricultural Business
- B-1 Local Business
- C-1 Light Commercial
- C-2 Heavy Commercial



TOWN OF COTTAGE GROVE
PLAN COMMISSION
APRIL 25, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl, Wilmer Larson and Virgil Schroeder in attendance. Town Clerk Kim Banigan and Town Engineer Thomas TeBeest were also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Anders/Muehl to approve the minutes from the March 28, 2018 meeting with correction of two typos. **MOTION CARRIED 6-0-1** (Schroeder abstained).
4. Public Concerns: None.
5. David Riesop, applicant, Riesop Farms, LLC, owner of 69.72 acres on Kennedy road:
 - a) Discuss/Consider recommendation regarding concept plan for 64 lot subdivision on parcels 0711-101-8501-0 and 0711-034-9001-0:
 - Mr. Resop stated he intends to develop 64 lots in three phases over 3-5 years. The land was previously platted by Walter Olson back in 2002 and was close to approval but never followed through on. It is in the Town's comprehensive plan for residential development.
 - Anders remembered concerns about drainage with Olson's proposal, which he did not think were finally addressed back then. He wanted to know if the ponds shown on the concept plan are engineered or just concept, as he thought they looked smaller than those proposed by Olson. Riesop said they are conceptual at this point, their locations are obvious but will need to be reviewed and approved by Dane County. TeBeest stated that post development run-off must match or be less than pre-development conditions, for 1, 2, 25 and 100 year storm events.
 - TeBeest had talked with Dane County Assistant Highway Commissioner Pam Dunphy, who said there is no need to align Kennedy Road with Buckley Ridge Circle, as was discussed with the Olson proposal, but a dedicated westbound turn lane and dedicated eastbound passing lane would be required, possibly even through the end of Buckley Ridge Circle.
 - Anders wondered if the culvert to the East will need to be resized. TeBeest said it should not since there should be no more run-off leaving the site then currently, but he could take a look at it if the Town desires.
 - Anders wondered how deep the detention ponds at the North East corner will be, and was concerned they may be an attractive nuisance being so close to the park. Hampton said the lot labeled as a park was proposed as parking area for the existing adjacent park.
 - Barbara Ring, 2236 West Ridge Road, is concerned about water run-off, and wants to be sure retention ponds are put in. She said all the development has led to her property being much wetter than it used to be. Hampton assured her that run-off control would be reviewed by the developer's engineer, the Town engineer, and also the County's engineers.
 - Mark Taylor, 4540 American Way, wondered what kind of homes were planned. Riesop said the lots are 30,000 – 35,000 square feet, and while he would not expect mansions, he did not plan to put any restrictions on the type of house.
 - Julie Syvrud, 4572 Kennedy Road, said while there has been development on Kennedy Road over the past 40 years, the road is still the same, but is heavily used by walkers and bikers. With the addition of that many more people, she is concerned for safety if the road is not improved.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
APRIL 25, 2018

- Dave Waltvod, 4551 Conestoga Trail, asked if the park would meet parkland dedication requirements, or if the green way would also count. Hampton said the Town will ensure that the plat does meet parkland dedication requirements, either through actual land dedication or an in lieu of payment as allowed by the Land Division ordinance, which could be used to purchase park equipment. He said the Town could also require roads to have extra width for biking or walking. Phil Bultman thinks parks should be much bigger. Waltvod was also concerned that the ponds would breed mosquitoes.
- John Schivik, 4540 American Way, had heard discussions about extending bike trails from the Village to Kennedy Road, and wondered if this would be the time to do that. Hampton said that Highway BB is a County Road, and while he would doubt it, the Town could ask the County if there was any interest in doing that.
- Robert Beaudette, 4566 Kennedy Road, was concerned about drainage, stating his neighbor is adjacent to the North West corner of the corn field and often has water in his yard. Riesop said the development would be graded to drain to the ponds planned for the North East corner. Beaudette also had general concerns for the aesthetics of the development and loss of a “Country Feel”.
- Terry Hiltz, 4548 Conestoga, is concerned about density, drainage to the North East, and public health risks due to mosquitoes.
- Laura Beaudette, 4566 Kennedy Road, is concerned about the wildlife that occupy and pass through the site. John Schivick wondered if it would be considered a migratory area. TeBeest said part of the permitting process includes an environmental review by the DNR, including identification of any endangered species.
- Clayton Groth, 4576 Kennedy Road, wanted to go on record with some of the same concerns already expressed. He bought his home because of the balance between country home and neighborhood.
- Jim Bradt, 2256 County Road BB, wondered what the Village has to say about this under their ETJ. Riesop said the Village Planner told him about a year ago that the Village has no plans to expand there, and has non-sewered residential in their long range plan.
- Jeff Shaw, 4548 Conestoga Trl, thought with this addition American Heritage would be the largest un-sewered development in the County. He is concerned about impact on water quality and felt a nitrates study should be preformed. He would prefer to see swale and scattered retention throughout the development rather than fewer deep ponds that would hold water for a long time.
- Jenny Uhlman, 4469 Kennedy Road, said nitrates are already an issue for them and they have had to install a filter. She also wondered what impact there would be on the water table.
- Chuck Schwarting, 4435 American Way, lives at the South East corner of the proposed development, and has always had drainage issues. His biggest concern is the size of the ponds, and traffic. He wondered how long the approval process might take. TeBeest said about 6 months.
- Tim Ryan, 4551 American Way, asked what the impact of this development on the schools and taxes will be.
- Jeff Page, 2166 Independence Circle, said the last thing he wants in his back yard is a parking lot.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
APRIL 25, 2018

- An email from Bill and Kathy Albright, 4590 American Way, asked for consideration of financial, environmental and social costs of the proposed development.
- An email from Tim Karls, 4555 Conestoga Trail, expressed concerns over implications on schools, taxes, drainage, roads, park space and additional septic and wells.

Commission discussion:

- Anders noted that a recommendation in favor of the concept plan just says it has potential, and does not provide any guarantee to the developer. There will be many more meetings to flesh out the details before final approvals are made.
- Bultman asked how many building sites the Town wants to have available, stating that there are lots available in the Viney subdivision and on Skarstinden Road, and interest shown by Larry Skaar and Windsor Quarry of developing their properties. He feels that expansion has not been beneficial to taxpayers, especially where schools are concerned. Hampton responded that restrictions can be put on how fast the phases are allowed to proceed.
- Larson was concerned about surface run-off, how all that water will be handled, but expected the engineers would figure it out. Muehl said that post-development conditions may actually be an improvement to the current state. Anders said that appears to be the case with the new Viney subdivision.

MOTION by Anders/Schroeder to recommend approval of the concept plan, to allow the engineers to move forward and see what they come up with. **MOTION CARRIED 6-1** (Bultman opposed.)

b) Discuss/Consider recommendation regarding rezone of 21.1 acres from parcel 0711-101-8501-0 from A-3 to R-1/TDR-R for 16 residential lots (Phase 1 of concept plan discussed in a) above).

- Hampton asked if Riesop has acquired the necessary 2 RDUs to create 16 lots. Riesop said it is in the works.
- Anders asked if Riesop would have to engineer the whole thing even if only rezoning for phase 1 at this point, and the answer was yes. He also suggested that since the right-of-way on Kennedy Road is 50 feet on the east side, engineering could include widening of the road to include a walking path. Meylor said then every subdivision will want that, but Hampton said every subdivision would not have a developer to pay for it.
- The Clerk asked TeBeest if this is the point he would expect zoning to be considered, and the answer was yes, that the developer would need some assurance that the Town is willing to grant proper zoning before getting into a lot of expense. The Clerk noted that the requested zoning is consistent with the comprehensive plans for the property.

MOTION by Hampton/Anders to recommend the rezone of 21.1 acres from parcel 0711-101-8501-0 from A-3 to R-1/TDR-R for 16 residential lots, contingent on Riesop obtaining the necessary 2 RDUs and Town approval of a final plat. **MOTION CARRIED 6-0-1** (Bultman opposed).

6. Discuss/Consider adoption of Plan Commission Resolution 2018-01 Recommending Amendments to Map 1: Jurisdictional Boundaries and Map 10: Future Land Use Future Land Use Map of the Town of Cottage Grove Comprehensive Plan, including:

TOWN OF COTTAGE GROVE
PLAN COMMISSION
APRIL 25, 2018

- Request from Larry Skaar – moving 40.835 acres, including parcels 0711-332-9002-0 and 0711-332-9610-0 at 3287 Field View Ln., from the Ag Preservation Area to the Neighborhood Development Area.
- Request from Windsor Quarry, LLC – moving 33.8 acres from parcels 0711-183-8000-7, 0711-183-8500-2, 0711-183-9000-5 and 0711-183-9500-0 on Vilas Hope Road from the Agricultural Preservation Area to the Neighborhood Development Area.
- Updates to municipal, extraterritorial jurisdictional and urban service area boundaries.

Discussion:

- Troy Eickhoff, 3632 Earlwyn Road, said the Comprehensive Plan says what lands should be considered for future residential development, and he understood that in general County Road N is the dividing line, with a preference to develop to the West and preserve farmland to the East. He requested that any motion recommending moving the Skaar or Windsor Quarry properties into the Neighborhood Development area include rationale that they are to the West of County Road N.
- Hampton noted that Town Planner Mark Roffers again emphasized that any recommendation for moving the Skaar property to Neighborhood Development should be contingent on a second access being acquired. Skaar pointed out two possible access points, but he does not have a full 66 feet in either location. Ryan Peters, 3343 Field View, said he doesn't want a road in his back yard.

MOTION by Hampton/Muehl to adopt Plan Commission Resolution 2018-01 as presented, with the condition that Mr. Skaar must acquire an acceptable second access onto the property from Field View Lane, and noting that both the Skaar and Windsor Quarry properties are West of County N, where residential development is preferred. **MOTION CARRIED 7-0.**

Debra Tomesch, 3990 Vilas Hope Road, asked if there was not going to be discussion on the Windsor Quarry site, or if it was too late. Hampton asked if she had anything new to add to what she said at the March meeting. She did not, and was advised that the next opportunity will be before the Town Board, which will most likely be on June 18th.

7. **ADJOURNMENT:** **MOTION** by Muehl/Larson to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 8:45 P.M.

Submitted by: Kim Banigan, Clerk
Approved 05-23-2018

**TOWN OF COTTAGE GROVE
PLAN COMMISSION RESOLUTION 2018-01**

**RECOMMENDING AMENDMENTS TO THE
TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN**

WHEREAS, on October 28, 2015, the Town of Cottage Grove Board adopted an updated Town of Cottage Grove Comprehensive Plan (hereinafter “Plan”), under Section 66.1001(4), Wisconsin Statutes, in two volumes, with one volume titled Conditions and Issues and the second volume titled Vision and Directions; and

WHEREAS, Section 66.1001(4), Wisconsin Statutes; Section 15.20.2 of the Town Code of Ordinances; and Chapter 7 of the Vision and Directions volume of the Plan establish the required procedure for the Town to amend its Plan; and

WHEREAS, using those procedures, on August 1, 2016 and June 12, 2017, the Town Board amended the 2015 Plan; and

WHEREAS, the Town of Cottage Grove Plan Commission has the authority and responsibility to recommend amendments to the Plan to the Town Board, under Section 66.1001(4) (b); and

WHEREAS, as a result of the Town’s annual Plan amendment process, the Plan Commission recommends that the Town Board further amend the Plan, consisting of amendments to Map 10: Future Land Use in the Vision and Directions volume that are reflected in Exhibit A, with amendments in Sections 18 and 33, and the legal description of the amendment area in Section 18 included as Exhibit B.

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the Town of Cottage Grove hereby recommends that the Town Board adopt an ordinance to constitute official Town approval of the amendments to the Town of Cottage Grove Comprehensive Plan that are indicated in Exhibits A and B, along with updates to municipal, extraterritorial jurisdiction, and urban service area boundaries on Maps 1 and 10 that are not yet reflected in Exhibit A.

The above and foregoing Resolution was duly adopted at a meeting of the Plan Commission of the Town of Cottage Grove held on the 25th day of April, 2018, by a vote of ____ in favor and ____ opposed.

TOWN OF COTTAGE GROVE PLAN COMMISSION

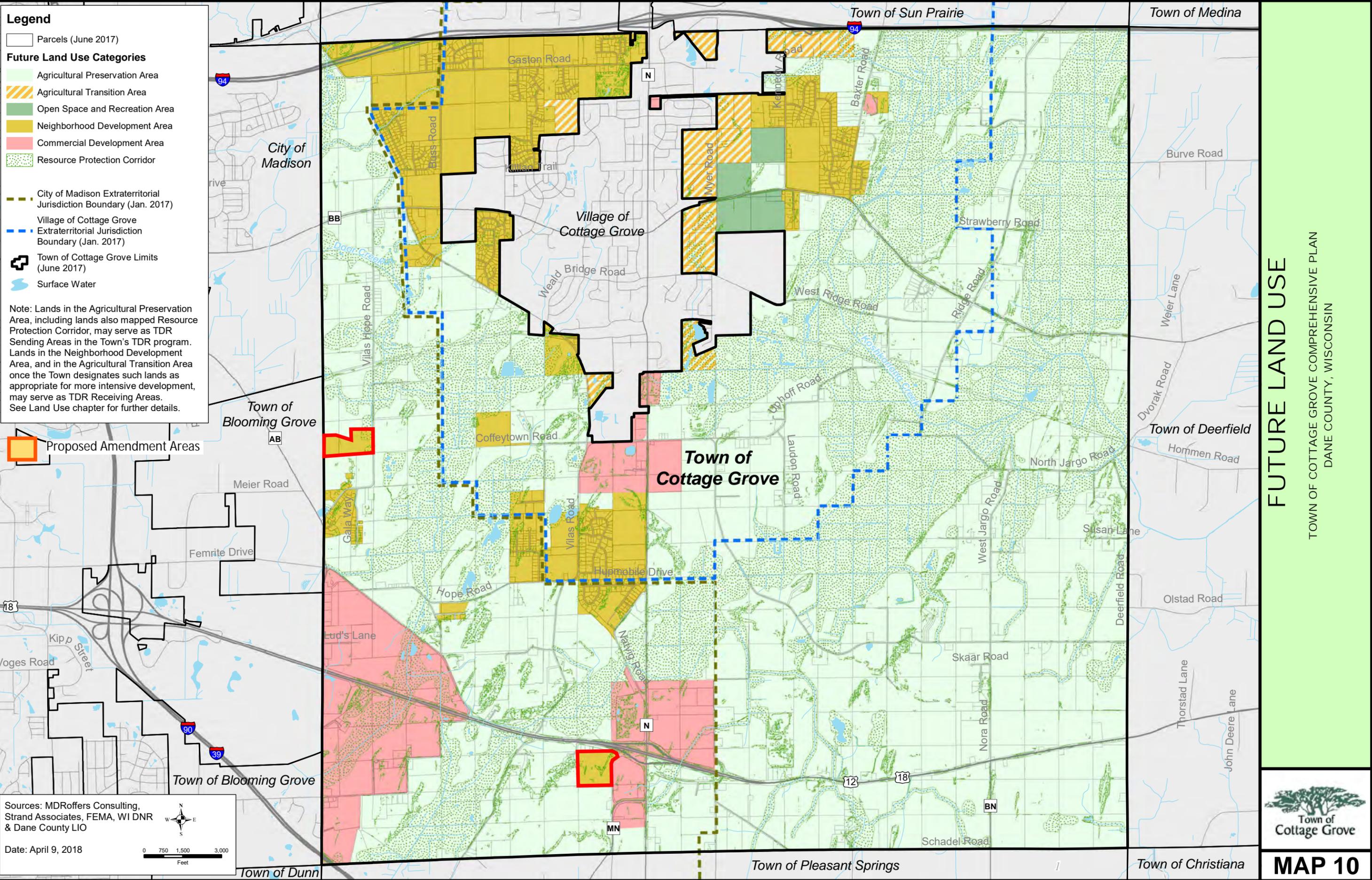
Attested by:

Kris Hampton, Plan Commission Chair

Kim Banigan, Town Clerk

Incorporated by Reference

Exhibit A: Amended Map 10, Comprehensive Plan, Vision and Directions Volume



Legend

- Parcels (June 2017)
- Future Land Use Categories**
 - Agricultural Preservation Area
 - Agricultural Transition Area
 - Open Space and Recreation Area
 - Neighborhood Development Area
 - Commercial Development Area
 - Resource Protection Corridor
- City of Madison Extraterritorial Jurisdiction Boundary (Jan. 2017)
- Village of Cottage Grove Extraterritorial Jurisdiction Boundary (Jan. 2017)
- Town of Cottage Grove Limits (June 2017)
- Surface Water

Note: Lands in the Agricultural Preservation Area, including lands also mapped Resource Protection Corridor, may serve as TDR Sending Areas in the Town's TDR program. Lands in the Neighborhood Development Area, and in the Agricultural Transition Area once the Town designates such lands as appropriate for more intensive development, may serve as TDR Receiving Areas. See Land Use chapter for further details.

Proposed Amendment Areas

Sources: MDRoffers Consulting, Strand Associates, FEMA, WI DNR & Dane County LIO

Date: April 9, 2018

0 750 1,500 3,000 Feet

FUTURE LAND USE

TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN
DANE COUNTY, WISCONSIN



MAP 10

**EXHIBIT B: LEGAL DESCRIPTION
WINDSOR QUARRY, LLC
HOPPMAN FARM PLAN COMPREHENSIVE AMENDMENT
TOWN OF COTTAGE GROVE
DANE COUNTY, WISCONSIN.**

Being located in the SW $\frac{1}{4}$, the SW $\frac{1}{4}$ and the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$, Section 18, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:

BEGINNING at the Southwest Corner of Section 18;
thence North along the west line of the SW $\frac{1}{4}$ of Section 18, 855 feet;
thence East, 399 feet;
thence S70°E, 636 feet;
thence North, 420 feet;
thence East, 928 feet to the east line of the SW $\frac{1}{4}$ of Section 18;
thence South, 991 feet along the east line of the SW $\frac{1}{4}$ of Section 18 to the South Quarter Corner of Section 18;
thence Westerly, 1920 feet more or less along the south line of SW $\frac{1}{4}$ of Section 18 to the **POINT OF BEGINNING.**

This description was prepared from record information and is not the results of an actual field survey.

This description does not meet the minimum standards of a property survey as defined in Chapter AE-7 of the Wisconsin Administrative Code.

This Description Prepared by:

PAULSON & ASSOCIATES, LLC
Daniel A. Paulson
Professional Land Surveyor

February 8, 2017

TOWN OF COTTAGE GROVE
PLAN COMMISSION
MAY 23, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Dave Muehl, and Wilmer Larson in attendance. Town Clerk Kim Banigan was also present. Steve Anders arrived at 7:02 P.M.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Larson to approve the minutes from the April 25, 2018 meeting as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: None.

(Anders arrived)

5. Kirk & Heidi Eilenfeldt, parcel 0711-273-9600-0 off of North Star Road, rezone of 25 acres from A1-EX to A-2 for zoning compliance for existing land use (farming) of remaining lands from sale of property: **MOTION** by Muehl/Meylor to recommend approval of the rezone of 25 acres from A1-EX to A-2, noting that building rights from the original parcel, part of which was sold to Rocky Rights, LLC., have been attached to this 25 acres. **MOTION CARRIED 6-0.**

Mr. Eilenfeldt had questions about two other non-conforming A1-EX parcels he has that he believes also have building rights. One is 21 acres off of North Star Road and the other is 25 acres off of Ridge Road. He wondered if they should also be rezoned to A-2. It was suggested that these could be properly zoned through the County's conversion to the new zoning districts under there proposed revision to DCCO Chapter 10, and it was recommended that he should attend the public hearing on this matter scheduled for June 27th.

6. Election of Commission officers (Chair and Secretary): **MOTION** by Anders/Meylor to keep the officers the same as they currently are (Hampton as Chair, Muehl as Secretary). **MOTION CARRIED 6-0.**
7. Hampton reported that the Dane County Towns association attorney is recommending that only one body, either the Plan Commission or the Town Board, act on Conditional Use Permits.
8. ADJOURNMENT: **MOTION** by Anders/Muehl to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 7:15 P.M.

Submitted by: Kim Banigan, Clerk

Approved 06-27-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JUNE 27, 2018

Prior to the Plan Commission meeting, Dane County Senior Planner Curt Kodel made a presentation to a packed house (see attached sign-in sheet) regarding the in-progress revisions to DCCO Chapter 10 (the County's zoning ordinance). The presentation included time for questions from the public along with instructions for how to get more information and who to contact at Dane County Planning and Development for more information.

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl, and Wilmer Larson in attendance. Town Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 8:10 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Anders/Meylor to approve the minutes from the May 23, 2018 meeting as printed. **MOTION CARRIED 6-0.**
4. Public Concerns: None.
5. Gordon Morauske, application, Larry Skaar, landowner: parcel 0711-284-9940-0 on North Star Road – requesting zone change of 12.76 acres from A-2 to C-2 for construction shop/yard: Both Mr. Morauske and Mr. Skaar were present. Morauske introduced himself as the owner of Capitol Underground and said he hopes to build a 100' x 80' shop, a 100' x 200' storage building, possibly a three-sided storage building to store buckets, pipe, casting, etc., and eventually an office building, all on 12 acres. There would be a full time mechanic in the shop, and 6 full time employees in the office. They also employ 65 field employees who would not be coming regularly to the location. There would be some outdoor storage of construction equipment and vehicles during the winter months. The area would be surrounded with a 8' chain link fence. All of this would hinge on the Town improving the road to support the construction traffic. Hampton said the Town Engineer is drawing up the specifications with plans to go out to bid in late July. Morauske said he would like to start grading this fall and put in the put in a parking lot next spring.

Jonathon Enriquez, 3380 North Star Road, said he was neither in favor or against the rezone, but was concerned about heavy traffic, speed limit and aesthetics.

MOTION by Anders/Muehl to recommend approval of the re-zone of 12.76 acres from A-2 to C-2 for the construction shop, yard and office, allowing only the following permitted uses:

- Under DCCO 10.13 C-1: (e) office buildings devoting not more than (2) floors of office space.
- Under DCCO 10.14 C-2:
 - (f) Repairs, storage and service of contractor's machinery and equipment
 - (q) Parking or storing of motor vehicles.

North Star Road right-of-way to be dedicated to the Town.

Anders recommended that to address the aesthetics concerns, and because this may be a cornerstone for future commercial development in the area, a berm be constructed to shield the view from North Star Road. It was agreed that this would be something to be considered as part of the Town's site approval authority.

MOTION CARRIED 6-0.

6. ADJOURNMENT: **MOTION** by Muehl/Larson to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 8:43 P.M.

Submitted by: Kim Banigan, Clerk
Approved 07-25-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JULY 27, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl, Wilmer Larson and Virgil Schroeder in attendance. Town Clerk Kim Banigan and Town Board Supervisor Mike DuPlayee were also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Meylor to approve the minutes from the June 27, 2018 meeting as printed. **MOTION CARRIED 6-0-1** (Schroeder abstained).
4. Public Concerns: None.
5. John Welch, Solid Waste Manager, Dane County Public Works, Solid Waste Division: Discuss status of the Dane County's possible purchase of the farm at 3087 Luds Lane and anticipated future use of same: Welch confirmed that the County Board has approved purchasing the 71-72 acre Hlavac farm, primarily due to its proximity to the Rodefild Landfill site and its having suitable soil types (clay and other fine grained soil) to use in the landfill cap and liner. Welch provided the following information in response to questions from Hampton:
 - The County intends to use up the clay in a borrow site in the Town of Westport before it uses any clay from the Hlavac site, which is predicted to take 4-6 years. In the mean time, they will continue to rent out the farm land. Use for the buildings is not definite, the house is rented out until early next year. Some of the outbuildings would be useful for storage of landfill related equipment.
 - Luds Lane will be the haul route for materials leaving the farm, the County would restore the road to its prior condition once hauling is complete.
 - Test holes have shown the average depth of the usable materials to be 3 feet. Multiplied by 50 acres would yield 250,000 cubic yards of material. Topsoil would be stockpiled on site and spread back on the site.
 - The County would be required to work with the WDNR and Dane County Land and Water Resources department to ensure wetlands are not impacted. They would also be required to follow Dane County's non-metallic mining reclamation laws.
 - The property will be surveyed, and if the Town would like any additional points located, Welch offered to include them.
 - Clay from the borrow site the County owns on County N south of Hwy 12 & 18 will be utilized at the same time the Hlavac farm materials are used, and between the two sites, there will be enough material to finish up the Rodefild landfill. (Prior agreements with municipalities prohibited the county from using material from the County N site.)
 - The Rodefild landfill has approximately 11-12 years of life remaining, although an option exists that could add another 5 years on the same footprint with WDNR approval. A location for a successor site has not been selected yet.
 - The odor problems last year caught them by surprise, Welch attributed them to the wet spring and early summer leading to anaerobic conditions that cause rapid gas production. The County invested \$0.5 million in gas collection, vapor neutralizing and other technologies to reduce it the odors, and complaints have been fewer this year. Welch said there will always be some days where odors are noticeable, and complaints are taken seriously.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JULY 27, 2018

6. Amy Fluke, applicant and landowner, parcel 0711-303-9765-0 at 3098 Hope Hollow Trail – requesting rezone from B-1 to A-2(2) for 2.13 acres for compliance with existing residence and plans to build accessory building for personal use: Fluke explained that they had decided not to go through with plans for a wedding barn that they obtained the B-1 zoning for, nor do they have any other business ventured planned on the property. The house is not compliant with current zoning, nor would a garage/shed for personal use be. **MOTION** by Anders/Bultman to recommend rezoning 2.13 acres from B-1 to A-2(2) for compliance with existing residence and plans to build accessory building for personal use. **MOTION CARRIED 7-0.**
7. Edward J. and Carol Knapton, applicants and landowners, parcels 0711-073-8090-2 and 0711-073-8390-9 at 4311 Vilas Hope Road – requesting rezone of 34.0 acres from A1-EX and C-2 to A-B with a Conditional Use Permit to allow for agriculture related use (garden center), landscaping business, and residence for owner of agricultural operation (farm residence) (for zoning compliance for existing business): Mr. Knapton explained that when he inquired with Dane County about zoning under the proposed Chapter 10 revisions, he learned that his property is not properly zoned for the current use. He initially applied for C-2 zoning, but County Zoning Administrator Roger Lane suggested AB-1 would work better with the Town's comprehensive plan. Lane re-wrote the application accordingly, including a application for a CUP for the farm residence and garden center. In reading the CUP language under DCCO 10.121(3)(a) and (b), Hampton questioned the limit of 4 full time employees annually. Knapton said they have way more employees than that. **MOTION** by Hampton/Larson to table for clarification from Lane about whether the proposed CUP would work due to the number of employees. **MOTION CARRIED 7-0.**
8. William J. and Sheryl D. Rickerman, applicants and landowners, parcel 0711-321-8530-8 at 2760 US Highway 12 & 18 – requesting rezone of 5.07 acres from RH-2 to C-2 for Snap On tool business and a Conditional Use Permit for a caretaker's residence: The Rickerman's had received approval from the Town for a similar request back in 2015, but did not carry it through to Dane County. The only change from the 2015 application was that the commercial building will be 40' x 40' rather than 30' x 40'. Discussion was that nothing has changed since 2015, and although the property is not in the commercial future land use district, it is sandwiched between existing commercial. **MOTION** by Hampton/Schroeder to recommend approval of rezoning of 5.07 acres from RH-2 to C-2 for Snap On tool business and a Conditional Use Permit for a caretaker's residence under DCCO 10.14(2)(i), with the following conditions:
 - parking or storing of motor vehicles related to the business, limited to 4.
 - Warehousing and storage of incidentals related to permitted use.
 - Commercial building to be 40' x 40'.
 - No signage or exterior lighting.The six conditions under DCCO 10.255(2)(b) for the conditional use were all considered satisfied. **MOTION CARRIED 7-0.**
9. ADJOURNMENT: Prior to adjournment, Commission members had a brief discussion about the implications of 2017 Wisconsin Act 67 on CUP approvals in the Town. **MOTION** by Muehl/Larson to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 8:07 P.M.

Submitted by: Kim Banigan, Clerk

Approved: 08/22/2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
AUGUST 22, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl, Wilmer Larson and Virgil Schroeder in attendance.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Anders/Bultman to approve the minutes from the July 25, 2018 meeting as printed. **MOTION CARRIED 7-0.**
4. Public Concerns: Dan Schwab, 2638 Coffeytown Road, was concerned about hearsay after a recent police incident that the property at the North East corner of Vilas and Coffeytown Roads may turn into a home for troubled youth. He wondered if there is such a CUP in place for that property. No one know of any such plans.
5. Edward J. and Carol Knapton, applicants and landowners, parcels 0711-073-8090-2 and 0711-073-8390-9 at 4311 Vilas Hope Road – requesting rezone of 34.0 acres from A1-EX and C-2 to A-B with a Conditional Use Permit to allow for agriculture related use (garden center), landscaping business, and residence for owner of agricultural operation (farm residence) (for zoning compliance for existing business): This is a continuation of a tabled discussion from the July meeting. Ed and Carol Knapton were both present. No one spoke in favor or against. Commission members reviewed communication from Dane County Zoning Administrator Roger Lane to clarify conditions for the proposed CUP. **MOTION** by Anders/Meylor to recommend approval of the rezone of 34.0 acres from A1-EX and C-2 to A-B, with a Conditional Use permit under DCCO 10.121(3)(b)2 to allow for agriculture related use (garden center) and under DCCO 10.121(3)(a)1 to allow for a residence for the owner of the agricultural operation. All conditions under DCCO 10.255(2)(b) were all considered satisfied. **MOTION CARRIED 7-0.**
6. Huston Real Estate LLC – Dennis Richardson, Agent/Applicant, Joseph & Kimberly Bessetti, landowners – requesting rezone of 5.208 acres from parcel 0711-212-8500-6 at 2621 Coffeytown Road from A-2 to C-2 for expansion of construction business: Dale and Dwight Huston and Dennis Richardson were present representing Huston Real Estate LLC, as were Joe Bessetti and Kim Huston. Richardson said the additional acreage will be for a septic system to replace the current holding tanks. No one spoke in favor or against. Commission discussion was that the new acquisition should have same allowable uses as existing property owned by Huston Real Estate LLC. **MOTION** by Anders/Meylor to recommend approval of the rezone of 5.208 acres from A-2 to C-2, allowing for DCCO 10.14(1)(f) Repairs, storage and service of contractor's machinery and equipment, and any other allowable uses of the adjacent zoned C-2 property owned by Huston Real Estate LLC. Road right-of-way to be dedicated to the Town. **MOTION CARRIED 7-0.**
7. ADJOURNMENT: **MOTION** by Anders/Schroeder to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 7:20 P.M.

Submitted by: David Muehl, typed by Kim Banigan, Clerk
Approved 09-26-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
SEPTEMBER 26, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Wilmer Larson and Virgil Schroeder in attendance. Dave Muehl arrived at 7:55 P.M.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Anders/Bultman to approve the minutes from the August 22, 2018 meeting as printed. **MOTION CARRIED 6-0.**
4. Public Concerns: None.
5. Michael F. Fonger, applicant and landowner – seeking rezone of parcel 0711-071-9575-0 (.16 acres with storage building) from R-1A to RH-2 to be combined with Lot3, CSM #2739 at 2953 County Highway BB: Mr. Fonger explained that he purchased the .16 acres with the storage building from George Parks since Parks is selling his house and the storage building is only accessible from Fonger's driveway. In order to be combined with Fonger's property, the .16 acres must be rezoned to RH-2 to match his current parcel. No one spoke in favor or opposition. **MOTION** by Meylor/Bultman to recommend approval of a rezone of parcel 0711-071-9575-0 (.16 acres with storage building) from R-1A to RH-2 to be combined with Lot3, CSM #2739 at 2953 County Highway BB. **MOTION CARRIED 6-0.**
6. Daniel Goff, applicant and landowner, parcel 0711-071-9080-0 at 3019 County Highway BB currently zoned C2, asking to add automobile repairs as a permitted use: Mr. Goff stated that he would like to have automobile repairs added to the permitted use of the property, stating that every auto dealership has to be able to service and inspect what they sell, and most other dealerships have this ability. The current tenant has had to rent space elsewhere for repairs. Mike Johnson, potential buyer for the property, stated his intentions for the property are to tear down the small garage and add on to the larger building to allow for three repair bays, and to repave the parking area. His son Brady would operate the business, to include both automobile repairs and sales, with possibly one or two more employees.

Britt Schlupp, 3023 County Road BB, said he would not be in favor of any permitted use that would cause more stress on the neighbors than the current operation does, which he described as significant, including a “junk yard” of inoperable vehicles in the back yard, and air quality issues from burning questionable materials. Randy Schlupp, 4538 Baxter Road and owner of 3023 County Road BB, asked if there are any limits of how close a commercial property can be to a residential property. Hampton read the setback for C2 zoning as 10 feet, and it was noted that removing the smaller building would increase the distance in this case.

The Plan Commission reviewed the current zoning, deed restrictions, and zoning history of the property. The effective zoning based on petition 10184 in 2010, which allows for automobile sales and/or a landscaping business. Petition 10514 in 2013 included the addition of automobile repairs and limited exterior displayed vehicles to 12, however it was declared null and void when a required deed restriction was not filed on a timely basis.

The Plan Commission discussed hours of operation and the number of vehicles that should be allowed outside with the the potential buyers. **MOTION** by Anders/Meylor to recommend approval of C2 permitted uses limited to DCCO 10.14(1)(b) Major repairs of motor vehicles and (c) sales of new and used motor vehicles, with a maximum of 12 exterior displayed vehicles (this does not apply to occasional parking of up to 4 other vehicles related to the business, i.e. employee vehicles). Hours of business open for sales and service limited to 7 a.m. to 6 p.m., Monday through Friday and 8 a.m. to 2 p.m. on Saturday. Repairs could be

TOWN OF COTTAGE GROVE
PLAN COMMISSION
SEPTEMBER 26, 2018

made outside of business hours as long as the doors are closed and it does not disturb the neighbors. No Sunday hours allowed. All inoperable vehicles must be kept inside, all service work must be performed inside buildings, and all hazardous waste must be handled within State and Federal specifications. (Removal of the permission for general, mechanical and landscape contracting businesses currently allowed would be recommended under this motion). **MOTION CARRIED 6-0.**

(Muehl arrived during the following discussion)

7. Steve Banovetz, applicant and landowner, parcel 0711-284-9720-2, 10 acres on North Star Road – seeking rezone from A2 to C2, 1 acre for landscape contracting business, remainder for future business park with up to 7 lots of similar size and use: Mr. Banovetz said he does not currently have buyers for the remaining 7 lots, but would like to get the zoning all changed at once rather than making multiple applications. The Plan Commission began by looking at permitted uses for C2 to decide which ones to exclude, but then the question was raised whether there was any reason to not just deal with the 1 acre that Banovetz needs for his own business now. Commission members were concerned about rezoning the whole 10 acres to C2 without knowing what types of businesses could potentially purchase the other 7 lots. Banovetz was OK with that, although it will require him to divide the property which brings Madison's ETJ into the picture, along with requiring multiple applications on his part if/when he sells the remaining lots as commercial. **MOTION** by Hampton/Larson to table and direct the Clerk to ask the County zoning staff if they would consider spot zoning in this case, or whether they had a better suggestion. **MOTION CARRIED 7-0.**
8. ADJOURNMENT: **MOTION** by Bultman/Muehl to adjourn. **MOTION CARRIED 7-0.**
The meeting was adjourned at 8:09 P.M.

Submitted by: Kim Banigan, Clerk
Approved 10-24-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
OCTOBER 24, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl and Virgil Schroeder in attendance. Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Meylor to approve the minutes from the September 26, 2018 meeting as printed. **MOTION CARRIED 6-0.**
4. Public Concerns: None.
5. Steve Banovetz, applicant and landowner, parcel 0711-284-9720-2, 10 acres on North Star Road – seeking rezone from A2 to C2 for landscape contracting business: Mr. Banovetz indicated he was not dead set on C2 zoning, he would be OK with LC1 or C1 zoning if that was deemed a better fit, although the adjacent property to the north is C2. His uses would include a cold storage building to hold equipment, and possibly a small attached office in the future. Eventually he may want develop the property with a Town Road and sell off commercial lots. Permitted uses for LC1, C1 and C2 were reviewed, along with suggested conditions provided by Dane County Zoning Administrator Roger Lane. While LC1 would offer the permitted uses needed, the maximum lot size is 5 acres. **MOTION** by Muehl/Bultman to recommend approval of rezoning the 10 acres from A2 to C1 with the following conditions:
 - Allowed permitted by right uses: Agricultural Uses (no livestock); contractor or landscaper operations; indoor storage; offices; outdoor storage associated with a business; personal and professional services.
 - Prohibited Uses: Billboard signs and pylon signs.
 - All development of the property shall obtain site plan approval from the Town of Cottage Grove Board prior to the construction. The landowner shall be responsible for submitting a site plan of the property which complies with TCG Ord. Section 12.08, and including proposed buildings, parking areas, outside storage areas, storm water detention, landscaping, lighting, open space areas, and septic field. The submittal shall include proposed building elevations. The landowner shall comply with the approved site plan.
 - If parking lot lighting is installed, the light fixtures shall be mounted no higher than 20 feet. All lighting shall be direct down-lighted fixtures being dark sky compliant. Wall mounted fixtures shall be full cutoff direct down lighted fixtures. The light fixtures shall not cause element glare to the surrounding properties.
 - All outdoor storage areas shall be screened from view to the greatest extent practical. The screening shall consist of a minimum of a 6-foot fence with a minimum opacity of 80%.
 - Landscaping design shall be reviewed by the Plan Commission and Town Board as part of site plan approval.
 - All trash receptacles shall be screened from view. The dumpsters shall be placed inside a walled enclosure using material similar to the building design.
 - A maximum of one wall sign shall be permitted for each business. The wall signs shall face the front of the building. A maximum of one monument sign shall be permitted per lot/unit. Pylon signs and off-premise billboard signs are prohibited

TOWN OF COTTAGE GROVE
PLAN COMMISSION
OCTOBER 24, 2018

- The landowner of each lot/unit shall be responsible for storm water management. The landowner shall be responsible for obtaining a storm water management permit from Dane County Land and Water Resources prior to development of the property.

MOTION CARRIED 6-0.

6. ADJOURNMENT: **MOTION** by Muehl/Anders to adjourn. **MOTION CARRIED 6-0.**
The meeting was adjourned at 7:26 P.M.

Submitted by: Kim Banigan, Clerk

Approved 11-28-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
NOVEMBER 28, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Dave Muehl, Wilmer Larson and Virgil Schroeder in attendance. Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Meylor to approve the minutes from the October 24, 2018 meeting as printed. **MOTION CARRIED 6-0.**
4. Public Concerns: None.
5. Discuss/Consider recommendation for design review of commercial building and related parking, fencing, lighting, and other related exterior changes on parcel 0711-284-9720-2, 10 acres on North Star Road owned by Steve Banovetz: Mr. Banovetz provided plans showing building elevations and floor plans, along with grading, erosion and landscaping plans, all for an approximately 1 acre portion of the 10 acre parcel, identified as lot 1 in the future development plan he also provided.
 - Hampton noted that the submission had been reviewed by the Town's Building Inspector, whose only comment was that the building would need State approved plans. Banovetz provided paperwork to show that was already in the works by Cleary Builders.
 - The committee reviewed the application materials based on TCG Ord. Section 12.08(3)(c) Design Standards.
 - Hampton said the front of the storage building looks pretty plain compared to requirements under subsection 2. Banovetz said if the future development road is put in, the building will face two roads, which would be the front? Hampton said at this time only the existing road can be addressed. Banovetz said he may put an office in front of the building eventually. Discussion was to allow him 3 years to either put up an office that complies with facade requirements under subsection 2, or modify the facade of the storage building.
 - Hampton was also concerned about the driveway only being 15 feet wide. Banovetz said the driveway will be removed if the future development road is put in, and there was consensus that he should not be required to go to great expense for a driveway that may be soon removed.
 - Other items discussed included screening of refuse, landscaping and buffering, drainage patterns, and downward cast lighting.
 - Troy Eickhoff, 3632 Earlwyn Road, asked if the 10 acre parcel can be divided into smaller commercial lots, to which Hampton replied yes. Eickhoff also asked who will pay for improvements to North Star Road, to which Hampton replied the Town will.

MOTION by Meylor/Muehl to recommend approval of the storage building and site design as presented, with the following conditions:

- Facade of building facing North Star Road will comply with TCG Ord. Section 12.08(3)(c)2. within 3 years, whether by the addition of an office (which will also require design review) or by improving the facade of the existing storage building.
- Entrance and gravel pad to be blacktopped within 3 three years (assuming North Star Road is blacktopped by that time.)
- Landscaping should follow the plan presented.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
NOVEMBER 28, 2018

- Lighting should comply with TCG Ord. Section 12.08(3)(c) 7.
- Surface drainage to follow natural drainage patterns.
- Trash to be screened.
- Driveway to be as wide as practical to accommodate emergency vehicles, but not less than 15'.

MOTION CARRIED 6-0.

6. Consider date for December meeting: Consensus was to hold the meeting on the regularly scheduled date of Wednesday, December 26th.
7. ADJOURNMENT: **MOTION** by Muehl/Bultman to adjourn. **MOTION CARRIED 6-0.**
The meeting was adjourned at 7:37 P.M.

Submitted by: Kim Banigan, Clerk
Approved 12-26-2018

TOWN OF COTTAGE GROVE
PLAN COMMISSION
DECEMBER 26, 2018

1. Notice of the meeting was posted at the Town Hall and on the Town's internet site. A quorum was present with Kris Hampton, Jerry Meylor, Phil Bultman, Steve Anders, Dave Muehl, Wilmer Larson and Virgil Schroeder in attendance. Clerk Kim Banigan was also present.
2. Chair Kris Hampton called the meeting to order at 7:00 P.M.
3. Approve minutes of the previous meetings: **MOTION** by Bultman/Meylor to approve the minutes from the November 28, 2018 meeting as printed. **MOTION CARRIED 6-0-1** (Anders abstained).
4. Public Concerns: None.
5. Discuss/Consider recommendation for rezone of 36.23 acres from parcels 0711-183-9000-5 and 0711-183-9500-0 owned by Windsor Quarry LLC from A-1(EX) to A-3 for compliance with amendments to the Town's Comprehensive Plan and Dane County's Farmland Preservation Plan: Atty. Mike Lawton was present representing Windsor Quarry LLC. **MOTION** by Anders/Bultman to recommend approval of the rezone for compliance. **MOTION CARRIED 7-0.**
6. Discuss/Consider recommendation for design review of Capitol Underground commercial buildings and related site improvements on 12.004 acres on North Star Road: Gordon Morauske was present representing Capitol Underground. Design plans for the grounds and a 148' x 81' cold storage building were reviewed (the site plan also indicated plans for an additional cold storage building as well as shop and office buildings to be built at a later date).
 - Anders remarked that the proposed cold storage building is "a lot of building", and suggested that as the anchor to the new commercial development area, and in the interest of attracting desirable future neighbors, the roof line could be made more aesthetically appealing with the addition of some cupulae.
 - When asked about signage, Morauske said there will be a sign on the septic field, and no signage on the buildings.
 - There was general approval of the selection of plantings listed, however Anders thought initial plants could be larger to give a more established appearance.
 - Hampton said a driveway wider than 60' would be acceptable, and asked about a Knox box for the gate, Morauske said gate access will be by keypad, and the code will be provided to emergency services, plus there will be Knox boxes on the buildings.
 - Anders asked if the office will have a separate drain field, Morauske said it will.**MOTION** by Anders/Meylor to recommend approval of the plans for grounds and for the 148' x 81' cold storage building with the following conditions:
 - Applicant to provide the following in time for the January 7th Town Board Meeting:
 - Drawings showing two or three cupulae on cold storage building.
 - Final dimensions of driveway.
 - Lighting diagram.**MOTION CARRIED 7-0.**
7. ADJOURNMENT: **MOTION** by Anders/Muehl to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 7:36 P.M.

Submitted by: Kim Banigan, Clerk

Approved 02-27-2019