

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Kris Hampton, Steve Anders, Tom Banigan, Troy Eickhoff, Mark Kudrna, and Dave Muehl present. Jerry Meylor arrived at 7:09 P.M. Clerk-Treasurer Kim Banigan took minutes.
- 2) Hampton called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Eickhoff/Muehl to approve the minutes of the February 26, 2025 meeting as printed. **MOTION CARRIED 6-0.**
- 4) Public Concerns: None.
- 5) Conditional Use Permit and Design Review for parcels 0711-073-8090-2 and 0711-073-8390-9 at 4311 Vilas Hope Road, Andy Meessmann, Snyder Associates, Applicant, Francis Wisniewski (Warm Belly Farms), Applicant. Includes revised relocation of an uninstalled storage building and a 5-year lease for 15 adjacent acres for parking and crops to be added to existing CUP for Agricultural Entertainment events more than 10 days per year: Francis Wisniewski was present, and said the changes he is looking for to the current CUP #2626 are to 1) change location of the hoop building that was approved but has not yet been built and 2) to add 15 acres of land rented from Bruce Homburg. 5 acres will be used for parking, the other 10 acres will be used for crop rotations. Town Planner Mark Roffers had provided a review of the application (Exhibit A). There were no concerns from the commission over the new proposed location for the hoop building. Discussion about parking included what will happen during heavy rain. Mr. Wisniewski said there will still be 250 spots on the blacktop and discussion was that attendance would probably be down if it is that wet. They hired a consultant to design the parking area, and will employ parking attendants. Anders asked why they need so many parking spots. Wisniewski said the highest attendance day last year was 1600. Timed entry spreads the traffic over time. He was not sure what the limit they can handle might be, but does think there is room to grow. Eickhoff suggested that the CUP be reviewed every 2 years. Anders asked about lighting in the parking lot. Wisniewski said they do have 2 temporary lighting towers that he will use in the parking area and exit. Anders also asked about fencing around the parking area to keep customers from wandering into the crop area. Wisniewski said he will put a fence or something around it. Eickhoff asked what components of the current CUP have not been completed yet. Wisniewski said the hoop building has not been put up because they realized grading for it would be cost prohibitive, which is why they now want to put it on the pavement. They have not put up the other building yet either. They have been using solar lights rather than the more expensive ones approved previously, although he does not want to get rid of the approved plan just yet. They have also not installed the septic system yet, and there was no petting zoo last year, but they plan to have one on weekends this year.

Hampton asked for a signed copy of the land lease.

Edward Eklof, 4293 Vilas Road, said Warm Belly is doing a fine job.

Hampton asked if Commission members had read the petitioner's written response for the 8 standards of approval for a CUP, and if they considered them to be satisfied. All stated that they had and did.

MOTION by Muehl/Eickhoff to recommend approval of revising the CUP as proposed, including moving the location for the hoop building and adding 15 acres of leased land to be used for parking and crops. All 8 CUP approval standards were considered satisfied. The Town should review the

CUP every two years. **MOTION CARRIED 7-0.**

MOTION by Muehl/Banigan to approve the revised design, including moving the hoop building to a new location and adding parking. **MOTION CARRIED 7-0.**

- 6) Wilmer A. Larson, applicant and landowner, parcel 0711-154-8001-0 near 2181 Uphoff Road: Seeking rezone of 2.22 acres from FP-35 to RR-2 to create a new residential lot, and 22.47 acres from FP-35 to FP-1 for the residual ag lot: Wilmer Larson and Ronald Schwoerer were present. A density study showed one RDU remaining on the whole farm. Wilmer explained that the proposed residential lot is slightly over the 2 acre maximum because of an odd corner of trees near the road. There was a question about zoning for the portion of the parent parcel that is on the other side of Uphoff Road. The Clerk-Treasurer thought it would probably remain zoned FP-35 due to being contiguous to other FP-35 land under the same ownership, but she will confirm this with the County. Eickhoff asked about access to the FP-1 portion. Wilmer said they can access the cropland from the east as they always have. Tom Banigan asked if they are aware that the driveway will need to be built to town road standards due to its length. They said they understood that. **MOTION** by Muehl/Anders to recommend approval of the rezone of 2.22 acres from FP-35 to RR-2 to create a new residential lot, and 22.47 acres from FP-35 to FP-1 for the residual ag lot. It may exceed the Town's 2 acre maximum so as to not leave an odd residual lot of trees near the road. **MOTION CARRIED 7-0.**
- 7) Conceptual Review for two additional buildings on parcel 0711-284-9720-3 at 3447 North Star Road. Steven Banovetz, North Star Road Investments, applicant and landowner: Town Planner Mark Roffers had provided a review of the proposal (Exhibit B). Mr. Banovetz was present, and said this proposal will finish off the development of this parcel with the addition of two buildings, which will match the façade of the existing building. One would be built later this year, and the other in 2026. He retired in January, but will use part of one of the new buildings for storage, and the buyer of his business (North Shore Restorations) will also use part of that building. Stantek, another environmental consultant building, is leasing the current building and will possibly expand into some of the new space. He anticipates other potential renters would be businesses like electricians, plumbers, or those looking for boat or RV storage. He intends to install one new well (not high-capacity) to serve the new buildings, and two septic systems. He has not done perk tests for the septic fields yet, nor has he completed any engineering for the site, including stormwater. Hampton asked why two buildings rather than just one larger one. Banovetz said stormwater and the need for a place for a second driveway make two more feasible. Hampton asked if he would consider paving the shared driveway to the south of his lot. Banovetz said that would not be out of the question, but he would need to work with Red Line Boats since they own it and he just has an easement. Eickhoff asked about current exterior lighting, which does not appear to be dark sky compliant. Banovetz said the County wants the parking area to be lit, but he will look into dark sky options. Banovetz questioned Roffer's comment under 6. e. regarding composition of 35% of exterior walls visible from public roads. Would that just apply to the east side facing North Star Road, or the north and south sides of the buildings you would see while driving by? The Clerk-Treasurer will get clarification on that. Other discussion was that dumpsters should be screened, engineering still needs doing, and trees should be sized to provide screening in a year or two. Banovetz said he will be responsible for maintenance of the site for at least the next 5 years. Consensus was that the concept is OK, Banovetz should come back after perk test and engineering

have been done, and all of Roffer's points have been addressed.

- 8) Donald Viney, Petitioner, Viney Acres, LLC, property owner, parcels 0711-331-800-7 and 0711-331-9502-8 on North Star Road: Petition for Comprehensive Development Plan Review for a commercial subdivision (tabled from February meeting): Don and Marilyn Viney were present, along with Brian Arcand from Synder Engineering. Since their last appearance, the Vineys have sold the north portion of the property to the Hustons, so they are only proposing to develop the portion south of the waterway. (Exhibit C). Comments from Town Engineer Nick Bubolz (Exhibit D) and Town Planner Mark Roffers (Exhibit E) were reviewed. It was noted that the new cul-de-sac should have a name ending in Court. Bubolz's suggestion that lots 6 and 7 could be rotated was discussed, with conclusions that they remain as drawn, with a shared driveway onto North Star Road. Lot 6 could potentially have a second driveway onto the new Court. Muehl suggested the Viney's should see if the DOT would consider selling the triangle of land between their property and North Star Road and US Hwy 12/18, which could be added to lot 1. Mr. Viney said they will be seeking General Commercial zoning for all of the lots.

MOTION by Anders/Eickhoff to approve the Comprehensive Development Plan. **MOTION CARRIED 7-0.**

- 9) ADJOURNMENT: **MOTION** by Anders/Eickhoff to adjourn. **MOTION CARRIED 7-0.** The meeting ended at 8:48 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer

Approved 04/23/2025



To: Town of Cottage Plan Commission

FROM: Mark Roffers, Town Planner

DATE: March 19, 2025

RE: Amended Conditional Use Permit and Design Review, Warm Belly Farm

Warm Belly has prepared a revised conditional use permit and design review application adjusting its approved plans from 2024. The changes adjust proposed traffic circulation, suggest a grassed overflow parking area on about 5 acres of leased land to the south (just east of the 2024-approved pick-your-own/corn maze), indicate relocation of a 2024-approved fabric building, and adjust exterior lighting.

Unresolved Questions

Last week, I reviewed the submitted plans and the Town Clerk/Treasurer shared the first seven of the following questions with Warm Belly's representative at Snyder. I just added the final two questions.

1. Last year, there was a somewhat elaborate plan to install lights around the perimeter of the site. The new plan now seems to suggest just three new lights near the new building in the back. Are these three lights now the full extent of new lighting that is proposed?
2. Provide a catalog page for the selected lights, which should be "dark sky" compliant.
3. The plans cut back designated parking spaces in the rear (west) gravel parking lot but keep the gravel area at its far west end (labeled "existing gravel area to remain" on 2/20/25 General Site Plan map included with the application materials). What is the new function of that gravel area, if not parking?
4. Indicate how turf grass will be established in the overflow parking area, or maybe more appropriately how long it will take to get established, before cars will be allowed to park there? Seems like it may take a couple years of growth to handle cars.
5. How will the edges of that overflow parking area be marked so that customers know not to drive beyond it to find parking? Indicate on plan.

6. There is some suggestion of one-way-in and one-way-out travel lanes to that overflow parking area. What improvements will be made to mark this area? Why not instead just have a single two-way entrance lined up with the proposed driveway in the overflow parking area?
7. Verify that the “2-acre farm animal and playground area”, proposed on the 2024 plans near the west end of the site, is no longer part of Warm Belly’s plans, or if it still is, label on updated site plan.
8. To the extent the Town is not already aware, what improvements (if any) have already been made as a result of the 2024 approvals, what are still left to complete, and what may have been abandoned from those 2024 plans?
9. The submitted application suggests that there could be 20 employees at peak season. I am having trouble reconciling this relatively modest total with a proposal that includes 960 parking spaces (i.e., at least 960 customers if all full). Please explain or reconcile.

I suggest that all of the above questions be discussed at the Plan Commission meeting. (Unfortunately, I am unable to attend.)

Parking and Traffic

The revised plans now suggest about 340 parking spaces without the proposed 5-acre overflow parking area in use, and about 960 total parking spaces when the proposed overflow parking area is in use. This is up from about 450 total parking spaces in the 2024 plans.

This revised parking count could correlate with significant traffic volumes on Vilas Hope Road and its intersections with nearby highways like CTH BB just to the north. The application includes an “event plan”, and indicates that “a finalized, modified version of this plan to be filed with the local authorities at time of approval and prior to opening to the public”. The expected timing for submittal of a modified event plan should be made clearer. I also advise that such modified event plan include more information on expected off-site traffic movement, including potential support from traffic control personnel during larger events, and the suitability of Vilas Hope Road and nearby intersections to accommodate traffic safely and efficiently during larger events with or without such support.

The anticipated/maximum frequency of larger events, or maybe in other words events requiring use of the overflow parking area, should also be more clearly understood. The following text in the applicant’s materials suggest that larger events or the need to use overflow parking could be fairly frequent (but this could be a misunderstanding):

The temporary grass parking would be utilized a maximum of six months a year. Typically, the temporary grass parking will be utilized Fridays from 4pm to 8pm, Saturdays 10am to 8pm and Sunday 10am to 6pm between September 1st through October 31st.

If such large events are infrequent (e.g., a few times per year), then I would advise a conditional use permit condition to cap large events requiring the overflow parking area at X events or Y days per year, in addition to an enhanced traffic management component of the expected modified event plan. If, instead, there are frequent larger events, then a professional traffic impact analysis for this amended project may be warranted before further approvals are granted. Such an analysis would identify what if any off-site road and intersection improvements might be necessary to accommodate frequent event traffic.

Building Design

Given its location distant from public roads and residences, it is my opinion that the proposed hoop building (even with its relocation from 2024 plans) meets associated Town design review ordinance requirements. For the “proposed approved farm store building” much closer to Vilas Road, the applicant should supply proposed exterior building elevations before that building is anticipated to be built, indicating proposed exterior materials. Given its location much closer to Vilas Road and existing residences, it should have a much more finished design than the hoop building per Section 12.08(4)(b) of the design review ordinance. I understand that its construction may be a ways out.

Landscaping

The Town design review ordinance requires submittal of a landscape plan. It was agreed in 2024 that recent and pending landscape improvements near Vilas Hope Road would be sufficient to meet the landscaping requirement. Warm Belly representatives told me that such landscaping has been installed, but I was not able to independently verify this.

Exterior Lighting

The exterior lighting proposal remains unclear to me. The application suggests proposed lighting would be as approved in 2024, except around the hoop building area. The application also indicates that “all proposed lighting of rear field/parking area will be limited to harvest times of year, with access minimized during the winter months; all is outlined on proposed Event Plan.” The submitted event plan does not cover lighting. All lighting must comply with Section 12.08(4)(d) of the Town design review ordinance, which sets standards to promote dark night skies and minimize neighbor impacts. Dark sky standards were reinforced with Town Comprehensive Plan amendments adopted this January. The General Site Plan map shows, in its lower right corner, a “proposed flood light” detail that is not compliant with dark sky standards. In general, I recommend a much clearer and consistent understanding of all additional exterior lighting that is proposed but not yet installed, and verification that all such lighting will meet Town standards.

EXHIBIT B

Fri, Mar 14, 3:46 PM (6 days ago)



Mark Roffers

to Kim 

Hi Kim—

The following are my initial comments. My assessment is that this is not close to being ready for PC design review action—maybe conceptual review if desired. Let me know the best way to get these comments to the applicant.

1. Provide signed signature page of application form.
2. The application and the first page of the “NSRI Petition Support 2025” file list current zoning as C-1. Current zoning is actually G-C General Commercial. Update accordingly.
3. The application and the first page of the “NSRI Petition Support 2025” file list the parcel number as 0711-284-9720-2. That is not a current parcel number to my understanding. Current parcel number is 0711-284-7501-0. Update accordingly.
4. Put a date on the first page of the revised “NSRI Petition Support 2025” file so it can be easily referenced.
5. For the “Site Plan: Proposed” sheet, please:
 - a. Add a date so it can be easily referenced.
 - b. Indicate which surfaces will be asphalt paved, and when, and which are proposed to remain gravel.
 - c. Provide some more detail on the types (species) and sizes (at time of planting) of new trees and shrubs that are proposed.
 - d. Verify that all minimum building setback requirements required under the site’s G-C zoning will be met; label actual proposed setbacks of new buildings,
 - e. Is the current driveway connecting to North Star Road just a one way driveway. Why? How is this going to be enforced? I advise that both driveways be two-way.
 - f. Is there any outdoor material storage associated with these two new buildings, or the existing user/building for that matter. If so, indicate where and note that Town ordinance does not allow these to be visible from North Star Road. On the air photo
 - g. Submit grading plan, even if it was previously approved grading plan and no changes are proposed. Provide finished first floor elevations of each proposed building.
 - h. Indicate percentage of Unit/Lot 1 that will remain in open space and % that will be covered with buildings following construction.
 - i. Indicate proposed parking spaces, with reference to minimum quantitative and dimensional requirements in Dane County zoning ordinance, and scaled on map appropriately.
 - j. What is the apparent bump-out at the northeast corner of the southeast building. It doesn’t appear to be reflected on the Cleary building elevations. Don’t get me wrong—I would appreciate some sort of detail/bump out there, it’s just that the Cleary elevations for that building should reflect that.
6. With regard to the Cleary building elevations:
 - a. Clarify which elevations we are looking at—they don’t seem right and don’t account for two buildings. For example, the elevation with the four windows and masonry(?) near base would be something like “For southeast building, East Elevation. For southwest building, South Elevation.” Also, on the site plan, one of the two buildings is 136’ long and the other is 160’ long. Which are we looking at here? It seems we need two separate elevations.
 - b. Label length of each building wall,
 - c. Line up 3rd window on what is labeled “east elevation” to the other 3 windows.
 - d. Indicate what the base material will be on what is currently labeled as “east elevation.” Brick? Stone?
 - e. Town ordinance requires at least 35% of all exterior walls visible from public roads be of masonry, glass, or other decorative material approved by Plan Commission, and that such road-visible walls that are 100+ feet “employ structural or decorative elements to reduce apparent size and scale, such as varying wall setbacks, varying heights, varying roof treatments or slopes, doorway openings, window openings, awnings or decorative lighting.” The south elevation of the southeast building would appear to be visible from North Star Road. Indicate how this elevation meets this standard or upgrade elevation accordingly.
 - f. Similarly, wrap masonry surface around the northeast corner of the southeast building to the point of the first overhead door on that building. (See also above comment on apparent bump-out.)
 - g. Add a revised date to the elevations.

Thanks,
Mark

Note that these were Mark's comments regarding the original submittal. The petitioner submitted a revised version, which is what is in this packet, however there was not time for Mark to review it prior to the meeting.

Mark recommended conceptual review only at this time. Actual Design review can be at the next meeting.

CONCEPT MAP VINEY ACRES BUSINESS PARK

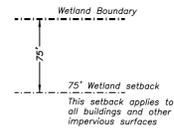
Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 all in Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin.

Scale: 1" = 100'

EXHIBIT C

Legend:

- = Section Corner
- ⊙ = Found 3/4" Iron Bar
- ⊙ = Found 1" Iron Pipe
- ⊕ = Soil Boring with Elevation
- () = Recorded as data



CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING-IN	TANGENT BEARING-OUT
C1	39.27'	25.00'	90°00'00"	N 45°33'43" W	35.36'	N 00°33'43" W	S 89°26'17" W
C2	23.18'	25.00'	53°07'48"	S 62°52'23" W	22.36'	S 89°26'17" W	S 36°18'28" E
C3	374.71'	75.00'	286°15'37"	S 00°33'43" E	90.00'	N 37°25'55" W	N 36°18'28" E
C4	9.56'	75.00'	71°7'56"	S 39°57'26" W	9.55'	N 43°36'25" E	N 36°18'28" E
C5	140.53'	75.00'	107°21'21"	S 89°42'56" E	120.85'	S 29°02'14" E	N 43°36'25" E
C6	98.40'	75.00'	75°10'33"	N 08°33'02" E	91.50'	S 46°08'18" W	S 29°02'14" E
C7	126.23'	75.00'	96°25'47"	N 85°38'48" W	111.85'	N 37°25'55" W	S 46°08'18" W
C8	23.18'	25.00'	53°07'48"	S 63°59'49" E	22.36'	S 37°25'55" E	N 89°26'17" E
C9	39.27'	25.00'	90°00'00"	S 44°26'17" W	35.36'	N 89°26'17" E	N 00°33'43" W

LINE	BEARING	DISTANCE
L1	S 48°18'41" E	26.96'
L2	S 29°44'58" E	12.12'
L3	S 01°10'41" W	2.79'
L4	N 48°18'41" W	2.70'
L5	S 48°18'41" E	24.26'
L6	S 01°10'41" W	13.75'
L7	S 47°35'55" W	33.99'
L8	N 46°26'19" W	22.61'

Bearings referenced to the East line of the Northeast 1/4 of Section 33, bearing N00°33'43"W

Note:
-Contours are per Dane County GIS Layer
-Contours are at a 1' Interval

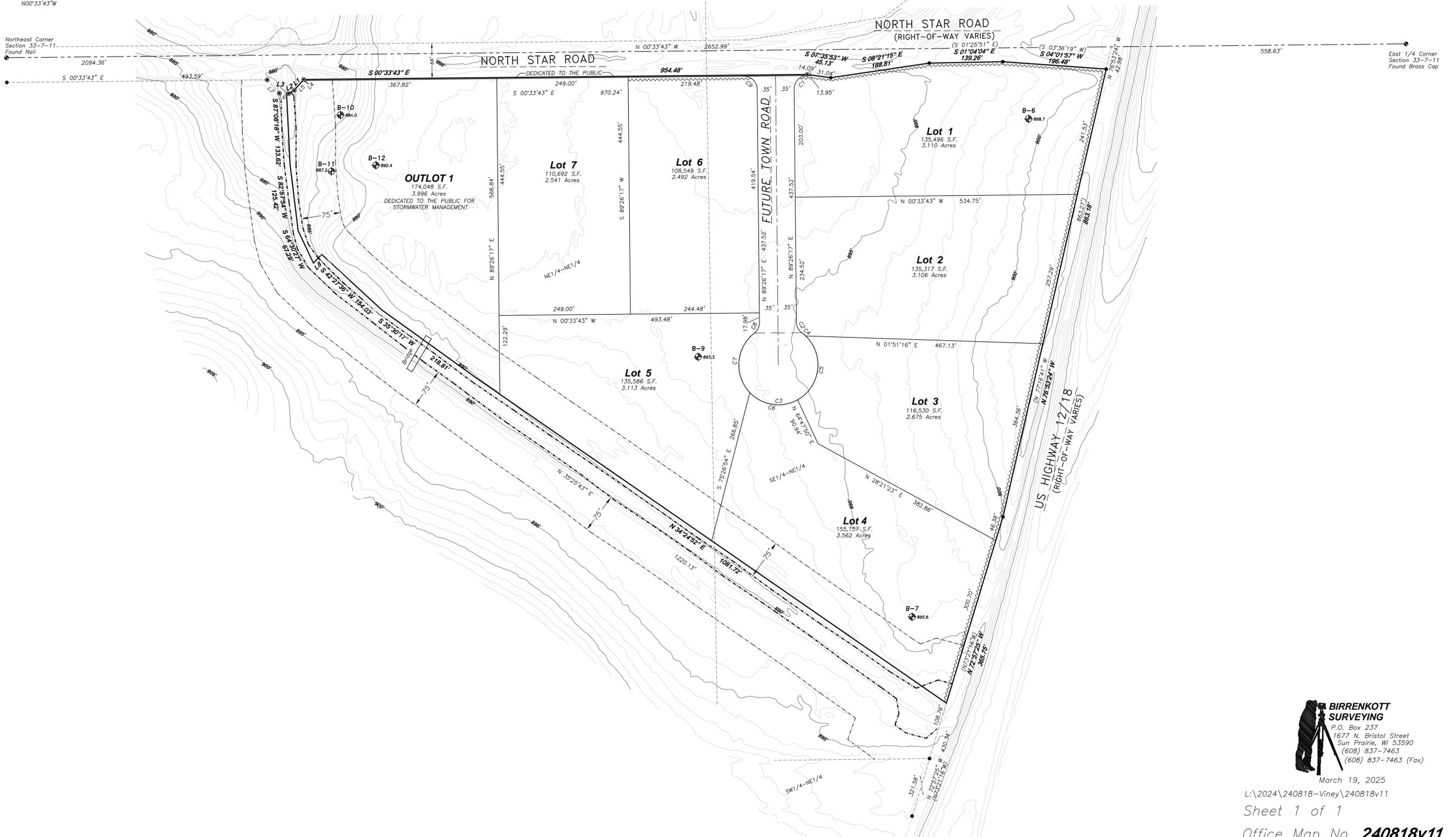


EXHIBIT D

RE: Viney Acres Business Park

1 message

Nickolas Bubolz <nbubolz@tcengineers.net>
To: Kim Banigan <clerk@tn.cottagegrove.wi.gov>

Fri, Mar 21, 2025 at 9:55 AM

Kim,

Here are my comments for conceptually plat:

- Vehicle access for Lot 1 and Lot 6 shall be off Future town Road.
- Lot 7 and Outlot 1 will require site distance for driveway access off North Star Road.
 - Alternatively, Lots 6 and 7 could be rotated to have both their driveways off Future Town Road, which would make each lot more rectangular.
- DOT will require review of plat.
- Future Town Road shall end with Court instead of Road when street names are being discussed.

Nick Bubolz

Nick Bubolz, P.E.

nbubolz@tcengineers.net

Town & Country Engineering, Inc.

6264 Nesbitt Road

Madison, WI 53719

(608) 273-3350

Mark Roffers

to Kim 

Hello Kim--

EXHIBIT E

Mar 19, 2025, 4:58 PM (14 hours ago)



In the interests of time, I will offer my comments in this email. If you could please forward to the Commission, applicant, and surveyor, I would appreciate it.

I understand that the Vineys may be working with the Hustons on the possible transfer of lands northwest of the drainageway, which works for me, but it is with that possibility that I offer some of these comments.

1. If this particular plat moves forward before such a land transfer, the lands northwest of the drainageway would need to be included as a lot or outlot to this plat. Otherwise, we might expect a CSM first, followed by plats on either side.
2. The transfer possibility makes having a clear plan and mechanism for ongoing maintenance of the drainageway that much more important. My advice continues to be that the drainageway be transferred to Town control with provisions to allow the Town to charge back maintenance costs if needed. If that advice is not taken, then a combination of drainage easements, wetland setbacks, and private maintenance requirements (deed restrictions or covenants) would be the alternative. Either way, just a reminder that the Town would want the current bridge removed.
3. The concept provides for vehicular access control and modest additional North Star Road right-of-way in the manner discussed at the last meeting.
4. WisDOT will need to review this plat and will likely require a 42-50 foot wide "no nothing" setback along Highway 12/18 that would be indicated on the plat.
5. I advise GC Commercial zoning for this entire plat area (unless County has better district for stormwater outlot). However, if HC zoning is desired it should be limited to only Lots 5, 6, and 7 with deed restrictions to limit certain objectionable HC land uses and to prevent outdoor storage in the yards along North Star Road (maybe limited to back halves of Lots 6 and 7).

Thanks,

Mark

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
APRIL 23, 2025

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Kris Hampton, Steve Anders, Tom Banigan, Troy Eickhoff, Mark Kudrna, Jerry Meylor and Dave Muehl present. Clerk-Treasurer Kim Banigan took minutes.
- 2) Hampton called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Anders/Muehl to approve the minutes of the March 26, 2025 meeting as printed. **MOTION CARRIED 7-0.**
- 4) Public Concerns: Dennis Midthun, owner of parcel #0711-023-8690-0 on Baxter Road, presented a sketch for potential residential development of the parcel (Exhibit A) and was looking for Commission guidance on how to proceed. The sketch showed 10 lots, but discussion was that duplexes or four-plexes might be better based on the topography and proximity to Doubledays. Because the area was once a shooting range, Midthun was advised that an environmental lead study should be performed. He was also advised that all lots will need 66 feet on a public road. He will need to do soil and perk tests, and stormwater engineering before the actual area that can be developed can be determined. Muehl suggested mining out the steep slope from the road. It was agreed that lots would have a beautiful view and be out of sight from the road, however lights and noise from the ball fields may be a factor.
- 5) Kirk and Heidi Eilenfeldt, petitioners and landowners: Heidi Eilenfeldt was present virtually.
 - a) Rezone parcel 0711-273-9600-0 east of 3436 N. Star Road from RM-16 to FP-1 and transfer the development right to property in b). (DCPREZ-12159): **MOTION** by Muehl/Kudrna to recommend approval of rezoning the parcel to FP-1 and transferring the development right to the proposed new lot to be created on parcel 0711-144-8001-0 per item b) below. **MOTION CARRIED 7-0.**
 - b) Rezone 1.0 acre of parcel 0711-144-8001-0 on Ridge Road from FP-35 to RR-1 to create a new residential lot using the RDU transferred from a). (DCPREZ-12160): Mrs. Eilenfeldt was advised that driveway length would require it to be built to Town Road standards. Eickhoff questioned whether one acre is large enough, especially considering that the driveway will consume almost half of it. After discussing it with Mr. Eilenfeldt, she asked for this to be tabled so they can re-submit as a 2 acre lot. **MOTION** by Anders/Eickhoff to table until the May 28th meeting. **MOTION CARRIED 7-0.**
- 6) Allison Rodriguez & Josue Rodriguez Moreno, petitioners and landowners, parcel 0711-141-8200-5 at 4185 Ridge Road: Rezone 1.1 acre from SFR-1 to RR-1 with a CUP for a limited family business (small remodeling business, including 35 x 60 accessory building for storage and carpentry shop space)(DCPREZ-12164 and CUP-2660): Allison Rodriguez was present virtually. In response to questions from the Commission, she responded that they will not be seeking an additional driveway, that the new building will not be taller than the 16' allowed by the zoning ordinance, and that there will not be any noises louder than what has been going on there in the past 5 years, plus the proposed new building would be further way from neighbors. She suggested that access to the new building would be through the yard, however she was unsure of exactly where the septic field is. Anders suggested an addition to the existing detached garage would be easier to access than the proposed new building. Mrs. Rodriguez asked that this be tabled so she can find out more about the location of the septic field. **MOTION** by Anders/Eickhoff to table until the May 28th meeting. **MOTION**

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
APRIL 23, 2025

CARRIED 7-0.

- 7) ADJOURNMENT: **MOTION** by Muehl/Anders to adjourn. **MOTION CARRIED 7-0.** The meeting ended at 7:55 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer
Approved 05/28/2025

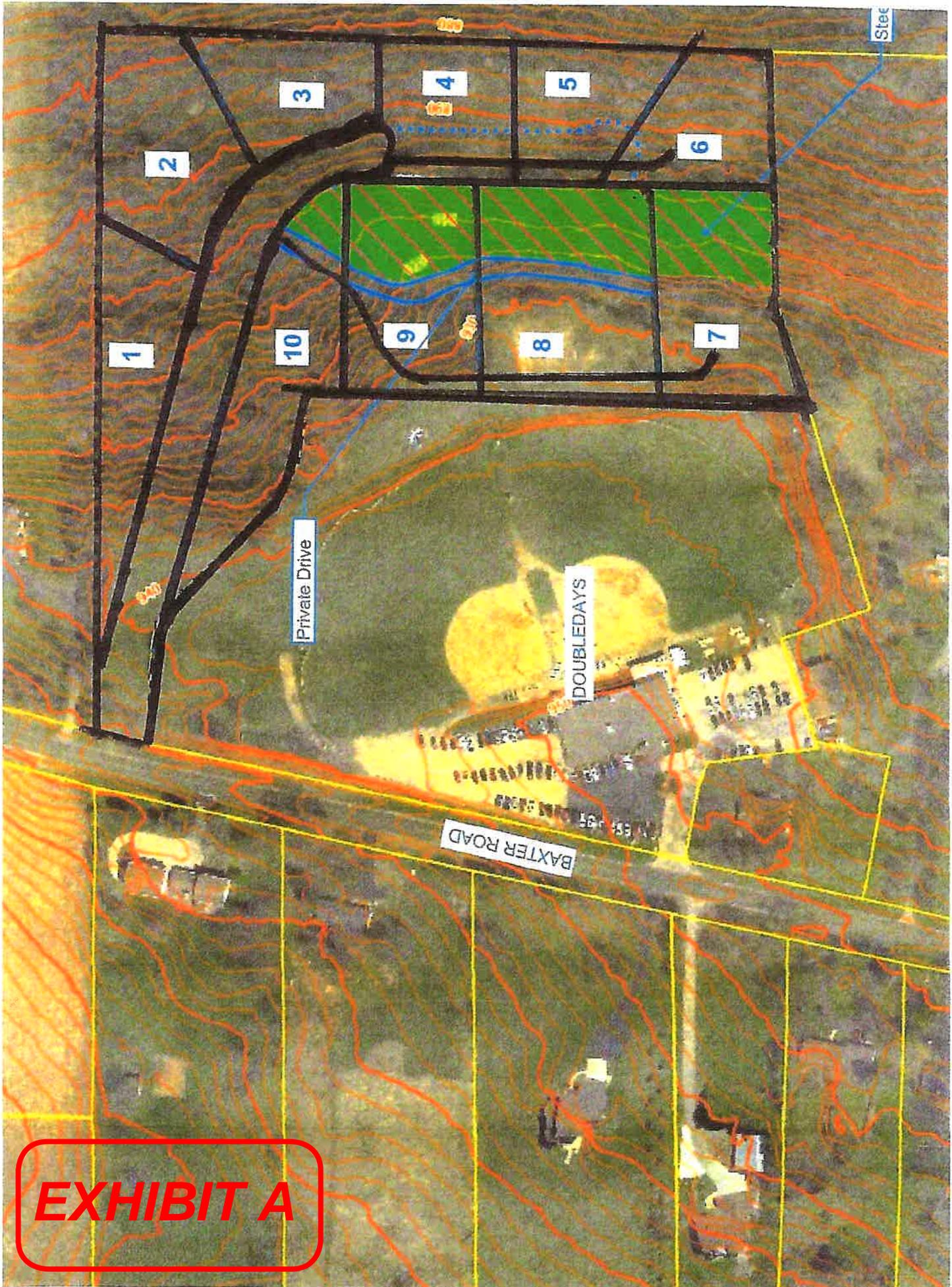


EXHIBIT A

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
MAY 28, 2025

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Steve Anders, Tom Banigan, Troy Eickhoff, Kris Hampton, Mark Kudrna, Jerry Meylor and Dave Muehl present. Clerk-Treasurer Kim Banigan took minutes.
- 2) Hampton called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Hampton/Meylor to approve the minutes of the April 23, 2025 meeting as printed. **MOTION CARRIED 7-0.**
- 4) Public Concerns: None.
- 5) Kirk and Heidi Eilenfeldt, petitioners and landowners: Rezone 2.0 acres of parcel 0711-144-8001-0 on Ridge Road from FP-35 to RR-1 to create a new residential lot using the RDU transferred from parcel 0711-273-9600-0. (DCPREZ-12160 tabled from April meeting): Mr. & Mrs. Eilenfeldt were both present. Their new plan showed the proposed RR-1 lot size increased from 1.0 to 2.002 acres to address concerns expressed by the Commission at the prior meeting. Mr. Eilenfeldt said this still leaves plenty of room for farming and gardening operations on the property, and that the main goal is a holding spot for the transferred RDU, they may not build there any time soon. **MOTION** by Hampton/Banigan to recommend approval of the rezone of 2.002 acres from FP-35 to RR-1, using the transferred RDU from parcel 0711-273-9600-0. **MOTION CARRIED 5-0.**
- 6) Allison Rodriguez & Jose Rodreguez Moreno, petitioners and landowners, parcel 0711-141-8200-5 at 4185 Ridge Road: Rezone 1.1 acre from SFR-1 to RR-1 with a CUP for a limited family business (small remodeling business, including 35 x 60 accessory building for storage and carpentry shop space.) (DCPREZ-12164 and CUP-2660 tabled from April meeting): Ms. Rodriguez was present virtually. She stated that they have confirmed the location of the drain field, and that the proposed driveway to the new outbuilding would not be on the drain field but would cross the main line between it and the house. The loading/unloading area would not interfere with the drain field either. There was brief discussion about the length of the driveway and if it would need to be built to standards for longer driveways, but thoughts were that any firefighting efforts for the new outbuilding would be done from W. Ridge Road, which is closer. Ambulances would need to use the driveway, however. Hampton asked if there would be any outside storage, Ms. Rodriguez said there would not be. The Clerk-Treasurer read the seven standards for CUP approval along with the petitioners' responses, and Commission members agreed they were all satisfied. **MOTION** by Muehl/Eickhoff to recommend approval of the rezone of Rezone 1.1 acre from SFR-1 to RR-1 with a CUP for a limited family business, no outdoor storage allowed and the driveway must be built. **MOTION CARRIED 7-0.**
- 7) Dale R. Huston, petitioner, DJH Land Holdings, LLC, property owner: Design review for proposed rebuilding of existing shed/grainery into an additional office building for R.G. Huston Company: Dale and Wade Huston were present. Dale described the plans and purpose of the building, which will incorporate the foundation of the old grainery but be similar in style to their existing office building on Coffeytown Road. It will house offices and two conference rooms. Landscaping around the building will be hardscape: stone with plants in planters to avoid water getting under the parking lot. The building will use an existing well. **MOTION** by Hampton/Banigan to approve the design of the building and site as presented. **MOTION CARRIED.**
- 8) Viney Acres LLC, petitioner and landowner, parcels 0711-331-8000-7 and 0711-331-9502-8 on

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
MAY 28, 2025

North Star Road: Don and Marilyn Viney were present, along with Chris Casson from Birrenkott Surveying. Brian Arcand from Synder Engineering was present virtually.

- a) Rezone of 21.76 acres to General Commercial for a 7-lot commercial subdivision, and 3.99 acres to Utility, Transportation and ROW (DCPREZ #12170): **MOTION** by Hampton/Muehl to recommend approval of the rezone of 21.76 acres to General Commercial, excluding permitted uses of day care centers, indoor entertainment or assembly and transient/tourist lodging, and also recommend approval of the rezone of 3.99 acres to UTR. **MOTION CARRIED 7-0.**
 - b) Preliminary Plat review for a 7-lot commercial subdivision: The proposed plat is attached as Exhibit A, along with review letters from the Town Planner Mark Roffers and Town Engineer Nick Bubolz (Exhibits B and C). Anders asked about the notation on lot 4 showing a septic system or holding tank. Casson said while the goal is to utilize septic systems on all lots, there is some question on lot 4 about whether the area can be left undisturbed and still be graded adequately to divert stormwater to the ditch. Discussion about Roffers' comments regarding a shared driveway between lots 6 and 7 resulted in consensus to not have a shared driveway, but have the driveway for lot 7 on North Star Rd. and for lot 6 on the cul de sac. Hampton brought up the area adjacent to the south east corner of the proposed plat that is owned by WDOT again, stating that it would be nice to incorporate it into the plat. Casson thought he might know who to inquire with about possibly purchasing it. Hampton also asked about an additional 2 feet of dedication for North Star Road, which would allow for a 70' right-of way once the same is asked of the property across the road. Discussion about Roffers' suggestion to reduce the cul-de-sac right-of-way from 70 to 66 feet resulted in consensus to leave it at 70'.
 - c) Consider adoption of Resolution 2025-05-28 Recommending Conditional Approval of Viney Acres Business Park: **MOTION** by Hampton/Meylor to adopt resolution 2025-05-28, striking items 1. c. v. and 1.e. related to a shared driveway between lots 6 and 7, and item 1. c. vi. regarding reducing the width of the cul-de sac from 70 to 66 feet. Language should be added to require an additional 2 feet of North Star Road ROW dedication from the south-east corner of the cul-de-sac (point 1409 on the map) all the way to the north end of the property. **MOTION CARRIED 7-0.**
- 9) ADJOURNMENT: **MOTION** by Muehl/Meylor to adjourn. **MOTION CARRIED 7-0.** The meeting ended at 8:26 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer

Approved 08/27/2025

EXHIBIT A

PRELIMINARY PLAT VINEY ACRES BUSINESS PARK

Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 all in Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:
Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 558.63 feet along the East line of said Section 33; thence N76°53'24"W, 42.98 feet to the point of beginning; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N72°57'25"W, 365.75 feet along said right-of-way line; thence N34°24'52"E, 1081.72 feet; thence N35°30'17"E, 218.81 feet; thence N42°27'36"E, 154.03 feet; thence N46°26'19"W, 22.61 feet; thence N64°30'27"E, 67.29 feet; thence N82°57'54"E, 125.42 feet; thence N87°08'18"E, 133.62 feet; thence S01°10'41"W, 4.05 feet along the West right-of-way of North Star Road; thence S29°44'58"E, 12.12 feet along said West right-of-way; thence S48°18'41"E, 26.96 feet along said West right-of-way; thence S00°33'43"E, 954.48 feet along said West right-of-way; thence S07°35'53"W, 45.13 feet along said West right-of-way; thence S08°21'15"E, 188.81 feet along said West right-of-way; thence S01°04'04"E, 139.26 feet along said West right-of-way; thence S04°01'57"W, 196.48 feet to the point of beginning. Containing 1,124,216 square feet or 25,808 acres.

Surveyor's Certificate:

I, Chris K. Casson, Professional Land Surveyor S-3264, do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Town of Cottage Grove Code of Ordinances, and under the direction of the owners listed hereon, I have surveyed, divided and mapped VINEY ACRES BUSINESS PARK and that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed and is a parcel of land as described below:

Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 all in Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:
Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 558.63 feet along the East line of said Section 33; thence N76°53'24"W, 42.98 feet to the point of beginning; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N72°57'25"W, 365.75 feet along said right-of-way line; thence N34°24'52"E, 1081.72 feet; thence N35°30'17"E, 218.81 feet; thence N42°27'36"E, 154.03 feet; thence N46°26'19"W, 22.61 feet; thence N64°30'27"E, 67.29 feet; thence N82°57'54"E, 125.42 feet; thence N87°08'18"E, 133.62 feet; thence S01°10'41"W, 4.05 feet along the West right-of-way of North Star Road; thence S29°44'58"E, 12.12 feet along said West right-of-way; thence S48°18'41"E, 26.96 feet along said West right-of-way; thence S00°33'43"E, 954.48 feet along said West right-of-way; thence S07°35'53"W, 45.13 feet along said West right-of-way; thence S08°21'15"E, 188.81 feet along said West right-of-way; thence S01°04'04"E, 139.26 feet along said West right-of-way; thence S04°01'57"W, 196.48 feet to the point of beginning. Containing 1,124,216 square feet or 25,808 acres.

Chris K. Casson, PLS No. 3264

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING-IN	TANGENT BEARING-OUT
C1	39.27'	25.00'	90°00'00"	N 45°33'43" W	35.36'	N 00°33'43" W	S 89°26'17" W
C2	23.18'	25.00'	53°07'48"	S 82°52'23" W	22.36'	S 89°26'17" W	S 36°18'28" W
C3	374.71'	75.00'	286°19'37"	S 00°33'43" E	90.00'	N 37°25'55" W	N 36°18'28" E
C4	9.55'	75.00'	71°17'58"	S 39°57'26" W	9.55'	N 43°36'25" E	N 36°18'28" E
C5	140.53'	75.00'	107°21'21"	S 82°42'55" E	120.85'	S 29°02'14" E	N 43°36'25" E
C6	98.40'	75.00'	75°10'33"	N 08°33'02" E	91.50'	S 46°08'18" W	S 29°02'14" E
C7	126.23'	75.00'	96°25'47"	N 85°38'48" W	111.85'	N 37°25'55" W	S 46°08'18" W
C8	23.18'	25.00'	53°07'48"	S 82°52'23" W	22.36'	S 37°25'55" E	N 36°18'28" E
C9	39.27'	25.00'	90°00'00"	S 44°26'17" W	35.36'	N 89°26'17" E	N 00°33'43" W

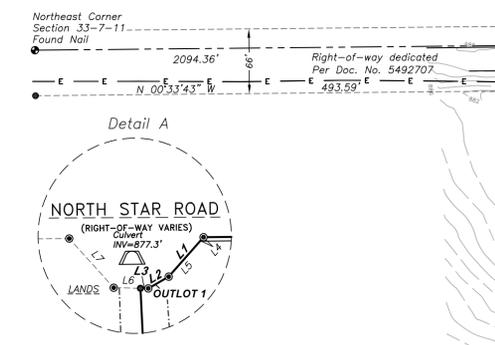
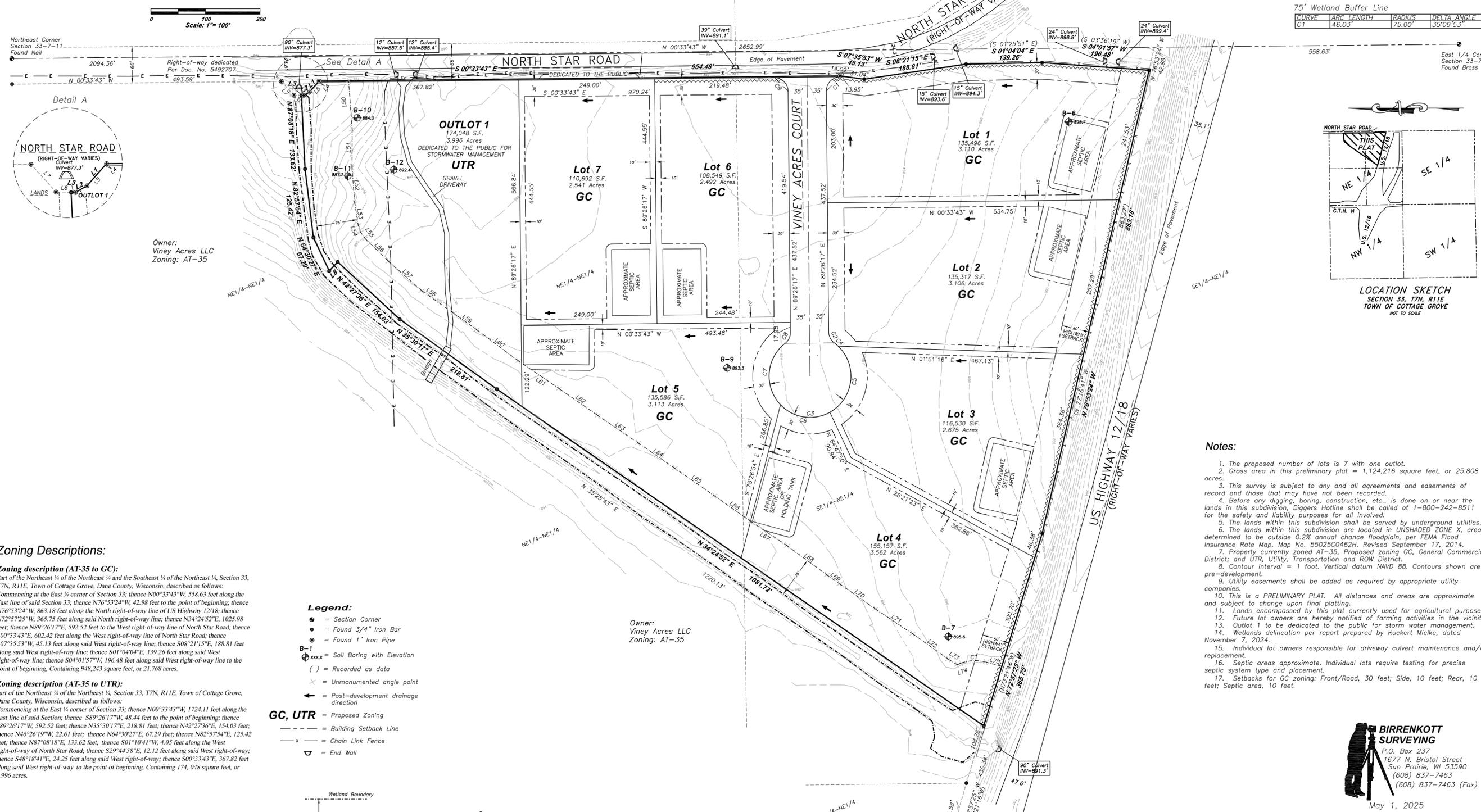
LINE	BEARING	DISTANCE
L1	S 48°18'41" E	26.96'
L2	S 29°44'58" E	12.12'
L3	S 01°10'41" W	4.05'
L4	S 48°18'41" E	2.70'
L5	S 48°18'41" E	24.26'
L6	S 01°10'41" W	13.75'
L7	S 47°35'55" W	33.99'
L8	N 46°26'19" W	22.61'

75' Wetland Buffer Line

LINE	BEARING	DISTANCE
L50	N 85°47'40" E	88.26'
L51	S 89°41'04" E	68.92'
L52	S 85°32'42" W	65.52'
L53	N 89°27'56" E	40.55'
L54	S 71°02'48" W	13.42'
L55	S 54°11'39" W	14.25'
L56	N 44°11'27" E	59.35'
L57	N 41°07'12" E	81.00'
L58	N 34°54'35" E	71.18'
L59	N 35°20'21" E	51.74'
L60	N 36°34'12" E	95.17'
L61	N 33°55'45" E	90.02'
L62	N 34°32'40" E	86.31'
L63	N 33°56'20" E	89.10'
L64	N 34°34'49" E	81.30'
L65	N 34°33'35" E	88.03'
L66	N 35°00'16" E	81.05'
L67	N 33°29'54" E	80.17'
L68	N 36°03'06" E	90.62'
L69	N 34°56'02" E	28.34'
L70	N 34°37'56" E	79.26'
L71	N 33°31'28" E	81.51'
L72	N 35°09'47" E	79.96'
L73	N 31°49'11" E	19.23'
L74	S 20°16'30" E	7.76'
L75	N 14°53'24" E	30.27'

75' Wetland Buffer Line

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE
CT	46.03'	75.00'	35°09'53"



Owner:
Viney Acres LLC
Zoning: AT-35

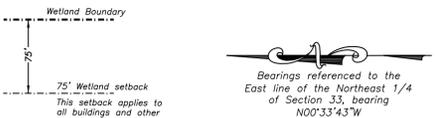
Owner:
Viney Acres LLC
Zoning: AT-35

Zoning Descriptions:

Zoning description (AT-35 to GC):
Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4, Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:
Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 558.63 feet along the East line of said Section 33; thence N76°53'24"W, 42.98 feet to the point of beginning; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N72°57'25"W, 365.75 feet along said right-of-way line; thence N34°24'52"E, 1025.98 feet; thence N89°26'17"E, 592.52 feet to the West right-of-way line of North Star Road; thence S00°33'43"E, 602.42 feet along the West right-of-way line of North Star Road; thence S07°35'53"W, 45.13 feet along said West right-of-way line; thence S08°21'15"E, 188.81 feet along said West right-of-way line; thence S01°04'04"E, 139.26 feet along said West right-of-way line; thence S04°01'57"W, 196.48 feet along said West right-of-way line to the point of beginning. Containing 948,243 square feet, or 21.768 acres.

Zoning description (AT-35 to UTR):
Part of the Northeast 1/4 of the Northeast 1/4, Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:
Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 1724.11 feet along the East line of said Section; thence S89°26'17"W, 48.44 feet to the point of beginning; thence S89°26'17"W, 592.52 feet; thence N35°30'17"E, 218.81 feet; thence N42°27'36"E, 154.03 feet; thence N46°26'19"W, 22.61 feet; thence N64°30'27"E, 67.29 feet; thence N82°57'54"E, 125.42 feet; thence N87°08'18"E, 133.62 feet; thence S01°10'41"W, 4.05 feet along the West right-of-way of North Star Road; thence S29°44'58"E, 12.12 feet along said West right-of-way; thence S48°18'41"E, 24.25 feet along said West right-of-way; thence S00°33'43"E, 367.82 feet along said West right-of-way to the point of beginning. Containing 174,048 square feet, or 3.996 acres.

- Legend:**
- = Section Corner
 - = Found 3/4" Iron Bar
 - = Found 1" Iron Pipe
 - B-1 = Soil Boring with Elevation
 - () = Recorded as data
 - ⊙ = Unmonumented angle point
 - ← = Post-development drainage direction
 - GC, UTR = Proposed Zoning
 - = Building Setback Line
 - x- = Chain Link Fence
 - ∇ = End Wall



Notes:

- The proposed number of lots is 7 with one outlot.
- Gross area in this preliminary plat = 1,124,216 square feet, or 25,808 acres.
- This survey is subject to any and all agreements and easements of record and those that may have not been recorded.
- Before any digging, boring, construction, etc., is done on or near the lands in this subdivision, Diggers Hotline shall be called at 1-800-242-8511 for the safety and liability purposes for all involved.
- The lands within this subdivision shall be served by underground utilities.
- The lands within this subdivision are located in UNSHADED ZONE X, areas determined to be outside 0.2% annual chance floodplain, per FEMA Flood Insurance Rate Map, Map No. 55025C0462H, Revised September 17, 2014.
- Property currently zoned AT-35, Proposed zoning GC, General Commercial District; and UTR, Utility, Transportation and ROW District.
- Contour interval = 1 foot. Vertical datum NAVD 88. Contours shown are pre-development.
- Utility easements shall be added as required by appropriate utility companies.
- This is a PRELIMINARY PLAT. All distances and areas are approximate and subject to change upon final platting.
- Lands encompassed by this plat currently used for agricultural purposes.
- Future lot owners are hereby notified of farming activities in the vicinity.
- Outlot 1 to be dedicated to the public for storm water management.
- Wetlands delineation per report prepared by Ruekert Mielke, dated November 7, 2024.
- Individual lot owners responsible for driveway culvert maintenance and/or replacement.
- Septic areas approximate. Individual lots require testing for precise septic system type and placement.
- Setbacks for GC zoning: Front/Road, 30 feet; Side, 10 feet; Rear, 10 feet; Septic area, 10 feet.

BIRRENKOTT SURVEYING
P.O. Box 237
1677 N. Bristol Street
Sun Prairie, WI 53590
(608) 837-7463
(608) 837-7463 (Fax)

May 1, 2025

OWNER/SUBDIVIDER
Viney Acres LLC
3385 N Star Road
Cottage Grove, WI 53527

ENGINEER
Snyder & Associates, Inc.
5010 Voges Rd
Madison, WI 53718
608-838-0444

To: Town of Cottage Plan Commission
FROM: Mark Roffers, Town Planner
DATE: May 19, 2025
RE: Viney Acres Business Park Rezoning and Preliminary Plat

I reviewed the rezoning and preliminary plat (dated 5/1/25) for this proposed business park, with reference to supplemental wetland, soil, and environmental assessments and preliminary engineering plans that I trust the Town Engineer will review in detail. Together, these submittals meet the Town Land Division and Planning Code submittal requirements for the preliminary plat review stage, recognizing that a final plat review stage will follow.

My comments on this rezoning and preliminary plat submittals are as follows:

1. At its February meeting, the Plan Commission reviewed a “comprehensive development plan” for a larger version of this development covering the full 57.5 acres of the Viney’s ownership parcel, which is northwest of the Highway 12-18/North Star Road intersection. Several of the comments at the time related to the ~31.7 acres that are northwest of a drainageway that runs through this full Viney ownership parcel. Since that meeting, the Vineys have arranged to transfer that northwest ~31.7 acres to the Hustons, who we expect will propose a separate, larger business park extending west to Highway N and including the full, planned Natvig Road extension. The Commission will learn more about that separate proposal at a later meeting.
2. February comments that related to the southeast 25.8 acres of the Viney parcel—i.e., what’s now proposed for rezoning and preliminary platting—are summarized as follows:
 - a. Reconfigure and/or reduce from 4-to-3 the number of lots north of the proposed cul-de-sac, which would also address at least one oddly-shaped lot that was proposed there.
 - b. Consider shorter cul-de-sac bulb with fewer, larger lots at the end.
 - c. Dedicate stormwater basin and maybe drainageway to the Town, with deed restriction related to assessments for future Town maintenance.
 - d. Remove small bridge crossing the drainageway.
 - e. Use GC-General Commercial zoning for highway-visible lots, at least.
 - f. Because this development is adjacent to a U.S. highway, the plat will have to be reviewed by the State Department of Transportation (DOT). The DOT will likely restrict access and require a 42-50 foot setback along Highway 12/18.
 - g. Also work to limit access onto North Star Road to the extent practical.
 - h. Other technical comments on the comprehensive development plan were provided.

3. The applicant is proposing to rezone the preliminary plat area to GC, except for the stormwater basin Outlot 1, which would be rezoned to UTR Utility, Transportation and ROW District. This rezoning proposal is consistent with the Town Comprehensive Plan, which advises this property as part of a larger planned “Commercial Development Area” in the North Star Road corridor. Figure 9 of the Comprehensive Plan suggests land uses “that emphasize storage (particularly outdoor storage) and outdoor display and activities should be minimized.” A conditional use permit requirement, like what applies under GC zoning, provides the Town with a measure of control over outdoor storage. The Town’s design review ordinance will help further manage storage, building quality, and site, landscape, and exterior lighting design for individual building projects as they come forward.
4. The 4-acre Outlot 1 is proposed to be dedicated to the public for stormwater management, which is the same approach recently used for the Swalheim Business Park to the north. Like there, the Town should require a deed restriction to ensure that future maintenance costs may be assessed by the Town to lot owners within the plat. It would be the responsibility of the developer to improve each of this Outlot 1 with stormwater facilities and appropriate vegetation before the Town would accept it. State law requires developer maintenance until 80% of the lots are sold and a professional engineer has certified that each stormwater facility is in proper working condition, construction sediment has been removed and required plantings are fully-established and reasonably free of invasive species.
5. The stormwater basins in Outlot 1 will be offline from the existing drainageway through the parcel. While most of that drainageway is just outside of the Viney Business Park preliminary plat area, the preliminary plat and engineering plans show a 55 to 65 foot stormwater easement, a 75 foot wetland impervious setback, and a 30 foot wetland grading buffer alongside it in proposed Lots 4 and 5. If Town and property owner desires are to retain this strip(s) in private ownership, then I advise a sorting of the limitations and responsibilities in this strip(s) with the final platting stage. Separate recorded documentation may be advisable.
6. The submitted environmental and soil documentation is largely the same as that reviewed with the comprehensive development plan in February. It is intended to help identify any potential buildability issues up-front. The DNR endangered resources preliminary assessment suggests that the development site overlaps the Rusty Patched Bumble Bee High Potential Zone. Given that most of the proposed development site has been cropped, actual habitat may not be present. Regardless, the DNR assessment suggests a protocol going forward. The submitted soil evaluation report suggests that conditions are suitable for private on-site waste treatment systems, with potential drain fields (“approximate septic area”) indicated on the preliminary plat. The separate stormwater infiltration report suggests proper soil conditions for on-site infiltration. I suggest that the Town Engineer verify whether there is sufficient stormwater management planning/detail to support the proposed size and location of Outlot 1 and that

suitable conveyance routes are anticipated—recognizing that further detail will be provided along with the final plat.

7. The Land Division code indicates that the Plan Commission may require a draft of protective covenants at the preliminary plat stage. I do not believe that a full set of covenants will be required at any stage. The applicant has asked for the “lighter” GC zoning, the Town’s design review ordinance will apply to building on all lots, and there are no *common* private areas or facilities proposed to be maintained. This being said, easements and deed restrictions related to stormwater management and conveyance should be required.
8. 70 foot wide rights-of-way are proposed for North Star Road (via a small additional dedication) and for the new cul-de-sac street. Only 66 feet for the new cul-de-sac is required by code, as this is not a “neighborhood connector street. Further, the County will likely not accept “Viney Acres Court” as the cul-de-sac street name, as there is already a “Vineys Trail” in Cottage Grove and two other roads in Dane County named “Viney”. Finally, the surveyor should check with the DOT as to whether a 50’ highway setback will be required or a 42’ setback. Based on my experience in another Dane County community, it appears that DOT is only requiring 42’ in Dane County.
9. I suggest that the Plan Commission recommend Town Board approval of the rezoning and final plat, subject to the following changes and details being incorporated on and with the final plat.
 - a. Confirm Viney Acre Court cul-de-sac road name with Dane County, and change name if necessary. Reduce its right-of-way width to 66 feet and engineering plans accordingly.
 - b. Provide vision triangles at the corner of North Star Road and the public cul-de-sac.
 - c. Provide a highway setback along Highway 12/18, verifying with DOT whether it should be 42 or 50 feet, and include any restrictions required by DOT in association with that setback.
 - d. End the “no vehicle access” restriction along North Star Road 20 feet from the northeast corner of Lot 6. Provide along the Lot 6/7 edge a “shared access easement between Lots 6 and 7”.
 - e. As indicated in Snyder’s preliminary engineering plans, indicate “public stormwater management easements” around the cul-de-sac street, between that street and Outlot 1, and in the 55 to 65 foot easement area along the rear lot lines of Lots 3 and 4. Provide a separate easement document for recording indicated rights and responsibilities, if advised by the Town Attorney or Engineer.
 - f. Label the 75 foot setback shown around the wetland to be a wetland setback applying to all buildings and other impervious surfaces (including gravel).
 - g. Indicate changes to the size and shape of Outlot 1 as may be required following preparation and review of final stormwater management plans and calculations.
 - h. Include all final plat requirements prescribed by the Town’s Land Division and Planning code, including the required surface water run-off statement.

May 22, 2025

Ms. Kim Banigan
Town Clerk
Town of Cottage Grove
4058 C.T.H. N
Cottage Grove, WI 53527

Subject: Proposed Viney Acres Business Park Preliminary Plat and Construction Plan Review

Dear Kim:

We have received the proposed preliminary plat, stormwater management report, and construction plans for a development proposed to be located at the northwest corner of North Star Road and USH 12/18, plans dated May 6, 2025. The proposed plat is subject to Chapter 15 of the Town's code of Ordinances – Land Division and Planning Code (Revised 03-07-2022). There are a number of items, in part listed below, that should be satisfactorily resolved before approving the construction plans. However, the documents could be approved contingent upon said items.

Plat Documents

- Show stormwater easement limits on the plat.
- Wetland limits and setback linework shall be included in legend
- Department of Transportation (DOT) shall comment on setback requirements
- Include the no access vehicle linework in legend and reduce limits to not interfere with shared driveway for Lot 6 & 7.
- A note on the plat shall indicate the maintenance of the swales in the stormwater easements and stormwater basins are the costs of the Lots within the plat.
- Street names and building numbers shall be assigned in accordance with the provisions of Ch. 76 of the Dane County Ordinances and consistent with any other Town ordinance or policy.
- The 300 feet shoreland setback shall be shown on the plat.
- Property markers shall be installed at each corner.
- The code requires approval of construction plans as part of plat approvals. These plans have been submitted and are under review. Any plat approvals should be contingent upon Town approval of the plans.
- A final developer's agreement is required as part of plat approvals.
- The plat should show drainage easements along each lot line. This will help assure that during building construction a builder/lot owner will not create blockages to drainage from adjacent lots.
- The Town may wish to require that the vision corner areas should be shown on lots at the intersections of streets.

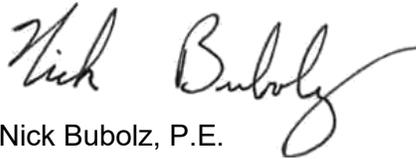
- The swales will require driveway culverts. Plat notes should call out who is responsible for maintenance and future replacement of culverts (the individual property owners). In addition, sizing calculations should be submitted to confirm the 18-inch proposed size is adequate.

Plan Sheets

- Supply storm sewer structure page.
- Add note to plan sheets to limit disturbance to areas shown on plans to eliminate septic compaction conflicts.
- Recommend reducing disturbance to Lot 4 to eliminate conflicts for a future septic area.
- Include minimum driveway culvert size for each lot.
- Reduce asphalt width to 24 feet wide and increase pavement thickness to 4-inches MT (2.25-inch binder and 1.75-inch surface).
- The bridge across the wetland shall be removed during construction.
- The stopping sight distances for shared driveway and new Street A shall be met per Chapter 11 of the WisDOT FDM.
- Revised plans shall be supplied to Fire and EMS services for their review.
- Roadside and stormwater easement swales shall not exceed 10% of grade nor have less than a 1% grade. Side slopes shall not exceed 4:1.
- The Developer shall provide the plans to CARPC for their recommendation of review, similar to past developments in the Town.
- The developer shall supply Dane County Erosion Control, Shoreland Zoning, and Stormwater Management permits.
- The developer shall supply Department of Natural Resources permit.

Please feel free to contact us with any questions or comments regarding this review.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Nick Bubolz, P.E.

cc: Mr. Steven Anders, Town of Cottage Grove (*via email*)
Mr. Dan Dresen, Town of Cottage Grove (*via email*)
Mr. Brian Arcand, P.E., Snyder & Associates (*via email*)

NRB

J:\JOB#\S\Cottage Grove\CG-49-M6 Viney Acres Development Review\2. Client Correspondence\Review Letter.docx

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
AUGUST 27, 2025

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Steve Anders, Tom Banigan, Troy Eickhoff, Jerry Meylor present. Town Planner Mark Roffers was also present. Clerk-Treasurer Kim Banigan took minutes. Dave Muehl arrived at 7:05 P.M.
- 2) Anders called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Banigan/Meylor to approve the minutes of the May 28, 2025 meeting as printed. **MOTION CARRIED 4-0.**
- 4) Public Concerns: Art Voit Jr. would like to add a 40 x 80 cold storage addition to his existing 40 x 80 cold storage building at 2974 CTH BB. He has a CUP for a Limited Family Business on 1.3 acres of the property. Dane County Zoning has advised that there is not room for the addition within the CUP area, and advised him to apply for Limited Commercial zoning and a CUP for outdoor storage and the single-family residence. His property is in the Neighborhood Development planning district of the Town's future land use map. He was advised that the Town Plan does allow for consideration of expansion of existing commercial uses/zoning districts, and further advised of the process to apply for the LC-1 zoning and CUP.
- 5) Kyle R Herritz, petitioner and property owner, 2001 Rathert Road – seeking Conditional Use Permit for accessory building over 12 feet in average height (DCPCUP-02678): Mr. Herritz was present, and described the proposed accessory building as a 40 x 30 garage with loft, with peak height of 22'/mean height of 16'. The use of the building will be for storage of personal items. James Heise, 1992 Rathert Road, spoke in favor. No one spoke in opposition. The commission reviewed the seven standards for CUP approval and found them all to be satisfied. **MOTION** by Banigan/Muehl to recommend approval of the CUP, noting that all standards for approval have been satisfied. **MOTION CARRIED 5-0.**
- 6) Wade Huston, Skaar Pit LLC, Comprehensive Development Review for a Commercial Subdivision on 111.7 acres at 3440 CTH N intended for contractor-oriented uses that fall within Heavy Commercial zoning (See Exhibit A): Project Engineer Mike Calkins from Snyder & Associates represented Skaar Pitt LLC. Wade, Dale and Brad Huston were also present, along with RG Huston Engineer Dennis Richardson. Mr. Calkins explained that plans include an interceptor sanitary sewer to serve all of the lots in the development, except the existing Paul Davis Restoration parcel. The sewer system will have a septic field on outlot 1, and will accept only domestic flows. Each user will need to go through an approval process and be required to pre-treat any other effluent. Calkins acknowledged that the Traffic Impact Study under way will impact aspects of this project, but they plan to proceed with the approval process conditional on agreeing to comply with the TIA recommendations, and are hoping for a spring 2026 start to construction. Agreements are in place or progress for acquisition of lands in the project currently under separate ownership. The developers are looking for Heavy Commercial zoning over the entire development. Roffers' review letter (Exhibit B) supported this on all but lots 2-4 along CTH N, which he said were more suited to General Commercial. Discussion was that these highly visible lots require quality development and fully screened storage. Roffers suggested this could be accomplished under Heavy Commercial zoning with lot-specific deed restrictions on things such as building orientation, outdoor storage and display locations and screening. He cited the Paul Davis Restoration building as an example to strive for, which is oriented to face CTH N with storage behind. Consensus was to agree to Heavy Commercial zoning with lot specific deed restrictions. Calkins plans to apply to the county for Heavy Commercial zoning by September 16th, and will consult with Roffers regarding suggested deed restrictions.
- 7) Discuss/Consider revisions to Conditional Use Permit Process: Roffers explained that recommended

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
AUGUST 27, 2025

revisions to the Town's Land Division Ordinance (Chapter 15) address recent changes to the County's CUP approval process, as well as solidifying policies for acceptance of applications for both CUPs and rezones. Under the County's new process, a public hearing is no longer required at the Town level, and the Town cannot request any information that is not also provided to the County, to ensure that both approving bodies are looking at the same materials. The Town may take action to recommend approval of CUPs as requested, approval with conditions, denial, or take no action. The County is no longer bound to deny a CUP if the Town recommends denial. Revisions to the Town's Petition for Change of Land Use include elimination of the Town's CUP checklist, and stipulate that the petition will be placed on a Plan Commission agenda once the Dane County Zoning Division provides an accepted County application submittal packet. For Roffer's full explanation see his memo to the Plan Commission (Exhibit C). **MOTION** by Muehl/Eickhoff to recommend approval of the revisions to Chapter 15 Land Division and Planning Code, and to the Petition for Change of Land Use as presented. **MOTION CARRIED 5-0.**

- 8) **ADJOURNMENT: MOTION** by Muehl/Eickhoff to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:23 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer
Approved 10/22/2025

August 8, 2025

Ms. Kim Banigan
Clerk-Treasurer, Town of Cottage Grove
4058 County Road N
Cottage Grove, WI 53527

RE: SKAAR PIT CONCEPT DEVELOPMENT PLAN

Dear Ms. Banigan:

On behalf of our client, Skaar Pit, LLC, we hereby submit the following information for the proposed Concept Development Plan for the Skaar Pit, LLC property.

- Soil test information obtained before this submittal is enclosed. We acknowledge that additional testing will be required before the preliminary plat submittal. We are proposing an interceptor sanitary sewer to serve all lots in the development, except for the existing Paul Davis Restoration parcel. The interceptor sewer and private on-site wastewater treatment system will be designed to handle the domestic flows from the development. Any uses that require additional treatment of effluents before entering the interceptor will be installed as part of the proposed use on each lot. The anticipated location of the underground system is shown on the attached Concept Development Plan. Additional soil testing will be performed in this area to confirm the preliminary design.
- The enclosed test pit information outlines the proposed depths to groundwater and bedrock.
- The enclosed WDNR Natural Heritage Inventory for the property indicates the project overlaps the Rusty Patched Bumble Bee High Potential Zone.
- A Concept Development Plan is enclosed. The plan prints at a 1" = 200' scale on 22" x 34" paper.
- All lands are contiguous. All lands within the boundaries of the enclosed Concept Development Plan are owned by Skaar Pit, LLC, or have agreements in place with the adjacent landowners.
- A public road within a 70' 70-foot-wide right-of-way is proposed to connect County Highway N to North Star Road.
- Existing and proposed contours at 2' intervals are shown on the enclosed Concept Grading Plan.
- An exhibit highlighting slopes of 12-20% and 20%+ across the development is enclosed.
- Existing and proposed lots are shown on the enclosed Concept Development Plan.
- Proposed stormwater ponds and anticipated discharge locations are shown on the enclosed Concept Grading Plan. Detailed stormwater, utility, and development plans will be submitted with the preliminary plat.

Ms. Kim Banigan
Clerk-Treasurer, Town of Cottage Grove
August 8, 2025
Page 2 of 2

- Most of the development is currently farmed, except for a few wooded areas. The wooded areas shown on the enclosed Concept Development Plan will be removed as part of the mass grading across the development.
- Little Door Creek runs along the northern boundary of the development. A wetland delineation will be completed as part of the preliminary plat submittal. We anticipate the only wetlands on the property will be along the banks of Little Door Creek. The proposed stormwater ponds are currently designed adjacent to the floodplain line shown on the FEMA map for the area. Confirmation of the floodplain limits will be part of the preliminary plat submittal.
- Shoreland zoning limits are shown on the enclosed Concept Development Plan.
- The owner is unaware of any existing drainage tiles on the property.
- The overall development contains 111.7 acres. The proposed commercial lots total 78.7 acres. The stormwater management outlots total 28.1 acres. The proposed road dedication totals 4.9 acres.
- Open space calculations are unknown at this time and will be subject to the future zoning approved for the development.
- No common amenities are proposed other than the shared private wastewater treatment.
- No waivers to the Town's subdivision design standards are anticipated at this time.
- Eight commercial lots are proposed, with one of them being an expansion of the Paul Davis parcel.
- Mass grading and road construction are proposed to commence upon plat and development agreement approvals, with full completion of construction anticipated before the end of 2026.

Sincerely,

SNYDER & ASSOCIATES, INC.



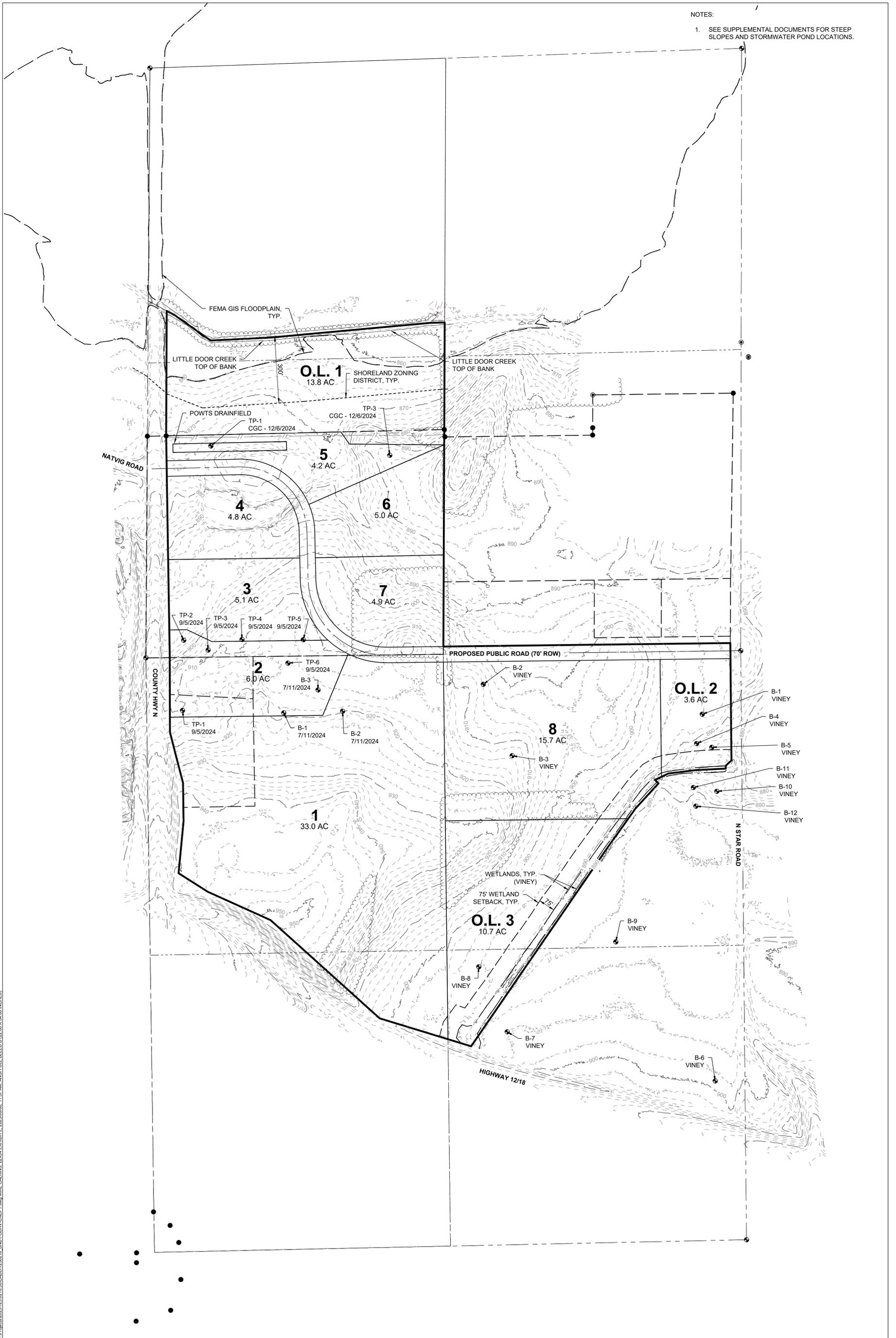
Michel L. Calkins
Project Engineer

Enclosures

cc: Wade Huston, Skaar Pit, LLC

NOTES:

- 1. SEE SUPPLEMENTAL DOCUMENTS FOR STEEP SLOPES AND STORMWATER POND LOCATIONS.



V:\Projects\2025\1250216-30\CAD\1250216-30\DWG\1250216-30\1250216-30.dwg, 11/13/25, 11:37 AM, ANSI FULL BLEED, D (22.00 X 34.00 INCHES)

HC Heavy Commercial Zoning District

Zoning district for commercial land uses – CH. 10-Zoning [10.273](#)

Permitted Uses 10.273(2)

- Undeveloped natural resource and open space areas
- Agriculture and accessory uses (livestock not permitted)
- ~~Adult book stores, subject to s.10.103(2).~~
- ~~Cemeteries~~
- ~~Colony house~~
- Contractor, landscaping, or building trade operations
- ~~Day care centers~~
- Freight and bus terminals
- Governmental, institutional, religious, or nonprofit community uses
- Indoor entertainment or assembly
- Indoor sales
- Indoor storage and repair
- ~~Institutional residential~~
- Light industrial
- Off-site parking
- Office uses
- Outdoor sales, display or repair
- Outdoor storage
- Personal or professional service
- ~~Personal storage facilities (mini-warehouse)~~
- ~~Transient or tourist lodging~~
- A transportation, utility, communication, or other use required by law
- Utility services
- Vehicle repair or maintenance service
- ~~Veterinary clinics~~
- Warehousing and distribution facilities

Conditional Uses: 10.273(3)

- Airport, landing strip or heliport
- Animal boarding, domestic pet
- Animal boarding, large animal
- Caretaker's residence
- Commercial indoor lodging
- Communication towers
- Renewable energy generation
- Drive-in establishment
- Marinas
- Outdoor active recreation
- Outdoor entertainment
- Transportation, communications, pipeline, electric transmission, utility, or drainage uses, not required by law..

Setbacks and Height requirements: 10.273(4) & (6)

Front setback for all structures from highway centerline / right-of-way line (whichever is greater)

State or Fed. Hwy: 100/42 feet

County Highway: 75/42 feet

Town Road: 63/30 feet

Subdivision streets platted prior to DCCO: 20 feet

All other streets: 30 feet

Side yard:

10 feet minimum

Rear yard:

10 feet minimum

Height:

50 feet, excluding tanks, storage bins, silos and towers

Minimum Lot Width & Area: 10.11(5)

Lots must have sufficient area to accommodate sanitary, stormwater, and parking for intended uses

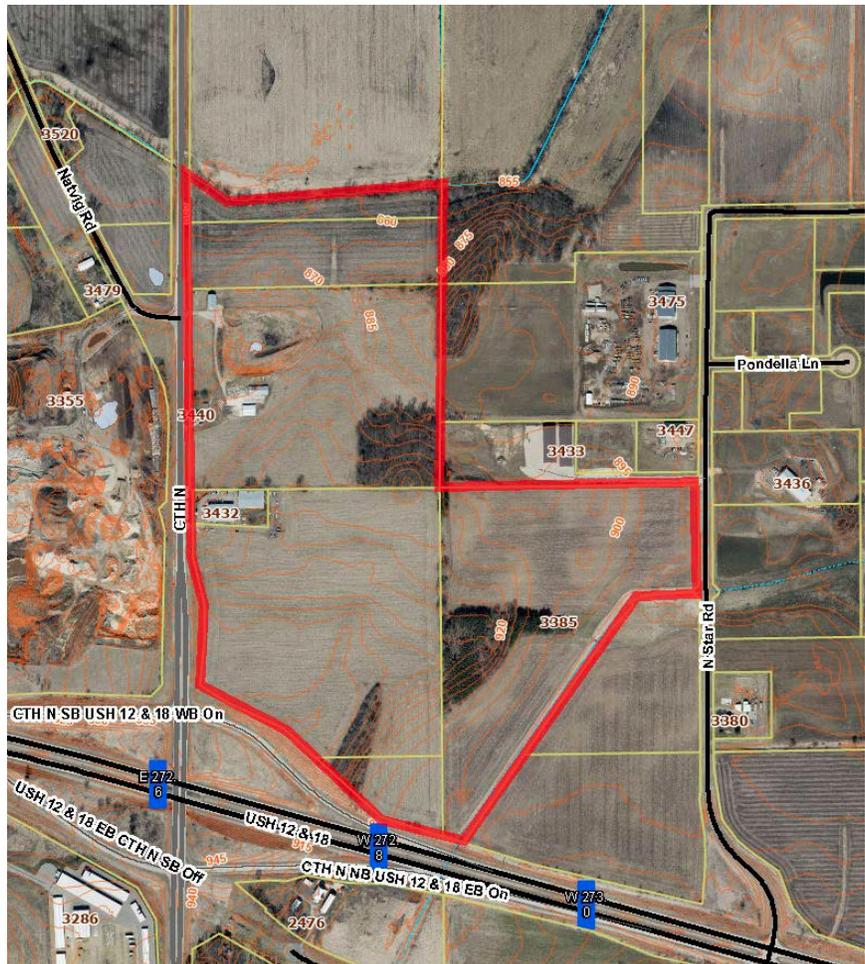
Lot Coverage 10.11(5)

60% maximum

To: Town of Cottage Plan Commission
FROM: Mark Roffers, Town Planner
DATE: August 18, 2025
RE: Skaar Pit (Huston) Business Park Concept Plan/Comprehensive Development Plan

I reviewed the following submittals, together making up a “comprehensive development plan” for this proposed business park:

- Petition for Change of Land Use, dated 7/30/25
- Cover letter from Snyder & Associates, dated 8/8/25
- Skaar pit concept development plan, dated 8/8/25
- Skaar pit concept grading plan, dated 8/8/25
- Steep slopes map, submitted 7/29/25
- Endangered resources preliminary assessment, dated 6/3/25
- Soils information, various dates (I did not review in detail)
- Proposal for restricted uses under petitioner’s proposed HC zoning, submitted 7/30/25



Under the Town land development/division ordinance, the “comprehensive development plan” review stage is required before a preliminary subdivision plat may be submitted.

My comments on this comprehensive development plan submittal are as follows:

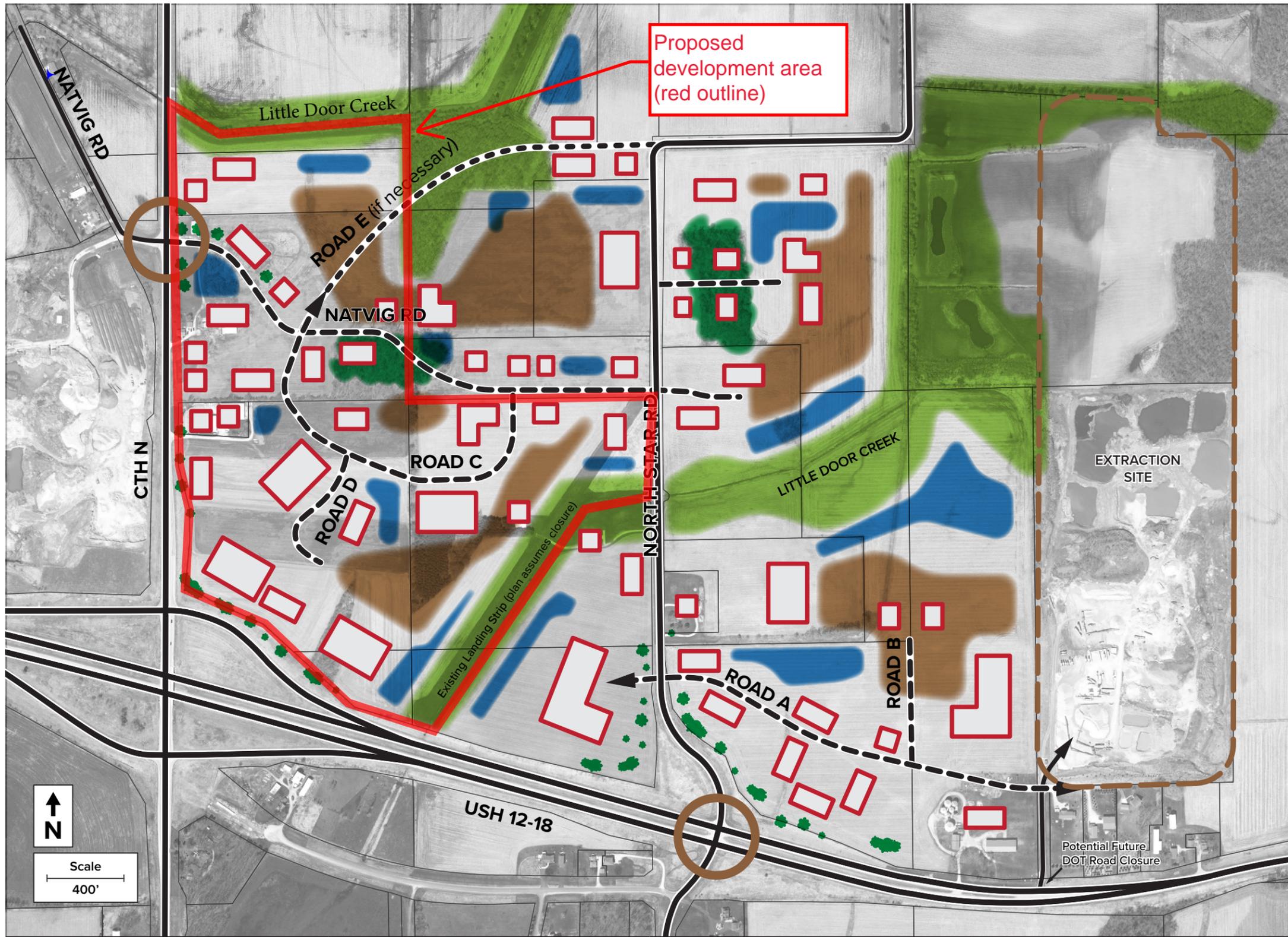
1. Relationship to Town Plan: This proposed business park is consistent with and advances the Town Comprehensive Plan. It has potential to result in significant tax base growth, also with additional infrastructure and service expense. The Plan advises this property as part of a larger planned “Commercial Development Area” in the North Star Road corridor (see attached map), subject to the following comments:
 - a. Figure 9 of the Comprehensive Plan suggests uses “that emphasize storage (particularly outdoor storage) and outdoor display and activities should be minimized.” The attached Conceptual Rural Business Park Development Plan map is part of the Town Comprehensive Plan. Per that map, some more interior parts of this proposed development are indicated as acceptable for larger outdoor storage yards (brown) due to lower highway visibility. Covenants or conditional use permit requirements (like what applies under GC zoning) may limit outdoor storage uses on some other lots or more exposed parts of larger lots like proposed Lot 1.
 - b. GC and HC zoning districts are listed among the “typical implementing zoning districts” for the Town’s planned “Commercial Development Area”. The petitioner seems to be interested in all HC zoning. I advise rezoning of proposed Lots 2-4 along Highway N, at least, to the GC district instead. The Paul Davis lot (most of Lot 2) is already zoned GC. The Town Plan also advises that the Town will sometimes limit the range and scale of land uses through deed restrictions. As the petitioner’s initial submittal suggests, a deed restriction should also be applied to restrict against the most objectionable HC uses for acceptable HC-zoned lands. I also advise outdoor storage locational and screening requirements for the large and highly-visible proposed Lot 1.
 - c. As described further below, the proposed development will require a traffic impact analysis (TIA). The extent of proposed highway improvements suggested by the TIA may be influenced by the types/intensity of uses allowed within the business park, and therefore the developer and Town may consider restricting such uses too (or at least limiting them to, say, Lot 4). For example, uses like gas stations/convenience stores (listed as “drive-in establishments” among allowed HC district uses) and hotels (listed as “commercial indoor lodging”) generate much more traffic than do most contractor and warehouse-type uses. Also, “freight and bus terminals” are normally a permitted HC use but also can generate a lot of large-vehicle traffic, and therefore should also be considered for restriction here.
 - d. The Town’s Rural Business Park Development Plan suggests a future public road extending from North Star Road through this proposed development area, to connect to

Highway N at Natvig Road, which is exactly what is proposed here. This will be a tremendous business and safety improvement. See road naming discussion below.

- e. The Town Plan suggests potential for a secondary road connection to the northeast (labeled “ROAD E (if necessary)” on attached map) to connect at the northern “bend” of North Star Road, through parcel 071128482510 (Larry Skaar). The feasibility of this secondary road is questionable given intervening low lands and steep slopes associated with a wooded drumlin. There may also be development interest from another party on at least part of this parcel 071128482510. For these reasons, I advise collaboration on the wetland delineation described below.
2. Sanitary Waste Treatment: The proposal suggests potential for a group/community wastewater treatment (septic) system, serving all the development except the Paul Davis lot. A common drain field is envisioned near the north edge of the development, with sewer lines leading to that field from each proposed lot. Additional soil testing and other feasibility analyses will be required. The lot/outlot arrangement for the common drain field area, and other legal issues including ownership and maintenance of the drain field and sewer lines, will have to be resolved. Better understanding of the feasibility of this approach—or if not feasible a more typical approach—will be necessary before submittal of the preliminary plat. In any case, the development pattern may require adjustment to work towards a non-holding tank solution for all lots, per recently amended Town Plan policy.
3. Floodplain, Wetland, and Shoreland Setback Area: There is floodplain and likely wetland at the north edge of the proposed development, associated with the Little Door Creek. Before the preliminary plat, the applicant should survey the property so that the actual floodplain line can be identified using the FEMA base flood elevation. Further, the petitioner should have an assured wetland delineator delineate any wetland. (Collaboration/extension of wetland delineation to northeast is also advised—see above.) County zoning requires a 75 foot setback from wetland edges. The petitioner should coordinate with the County to determine the extent that grading associated with proposed stormwater management basins can be completed in this setback area.
4. Plant and Animal Species Assessment: The submitted DNR endangered resources preliminary assessment suggests that the development site overlaps the Rusty Patched Bumble Bee High Potential Zone. Given that much of the proposed development site has been cropped or otherwise disturbed, actual habitat may not be present. Still, there is woodland near the east central portion of the site (currently proposed for removal) and floodplain/wetland area near the north edge may provide habitat, and appropriate planting is advised. The DNR assessment suggests a protocol going forward, which should be advanced with the preliminary plat submittal.

5. Traffic Impact Analysis (TIA): The petitioner, Viney business park engineer, Town, County, and WisDOT representatives have discussed the need for a TIA to project traffic and identify what improvements to highway intersections and segments may be required. To the extent that highway or intersection improvements are required, associated engineering design and responsibility for construction and funding will need to be assigned. The TIA, its review, and these discussions and decisions will likely be a several month process. Rezoning and platting may proceed in parallel with the TIA process—at the petitioners’ risk and with the County’s permission. Otherwise, the petitioners’ proposed construction schedule will not be attainable in my opinion.
6. Next Steps/Plat Considerations: I advise that these conceptual materials be provided to County Planning and Zoning staff for their comments too. Once this conceptual review stage is complete, this development will be subject to a rezoning procedure and all subdivision platting procedural and substantive requirements in the Town’s land division ordinance. This includes provision for a development agreement, security for public improvements such as a letter of credit, submittal of full sets of engineering and stormwater management plans, and preparation and recording of covenants. Following platting, Town design review will be required for building development on any of the lots, per Section 12.08 of Town ordinances. As this comprehensive development plan evolves to a preliminary plat, the following plat-related matters will need to be resolved:
 - a. While the majority of this 112-acre development area is owned by “Skaar Pit LLC”, the northern approximately 13 acres is indicated on DCIMap as owned by “Everson Properties LLC.” Everson also owns approximately 35 acres immediately north of Little Door Creek. The ownership situation will need to be resolved; will Skaar Pit LLC be acquiring some or all of the Everson lands? Everson-owned lands north of Little Door Creek may need to be included as a platted lot and possibly rezoned. Keeping proposed Outlot 1 out of Everson’s northern parcel 071128485000 may be another option. The petitioner should consult with Dane County Zoning on this matter.
 - b. Per recent practice in multi-lot developments with public streets, stormwater outlots should be indicated as “dedicated to public for stormwater management.” It would be the responsibility of the developer to improve each of these outlots with stormwater facilities and appropriate vegetation before the Town would accept them. State law requires developer maintenance until 80% of the lots are sold and a professional engineer has certified that each stormwater facility is in proper working condition, construction sediment has been removed and required plantings are fully-established and reasonably free of invasive species.

- c. The preliminary plat should be accompanied by sufficient stormwater management planning to verify that the outlot sizes and positioning are sufficient to handle projected stormwater, there is adequate conveyance routes from the new public streets and all lots to stormwater basins within the outlots, and there is adequate access for future basin maintenance. The Town Engineer will hopefully have further advice.
- d. My supposition is that the common "POWTS drainfield" currently shown on the west end of proposed Lot 5 would instead be on its own outlot. In any case, its ownership and management should be discussed, assuming the Town does not wish to maintain a private sewer system.
- e. A 75 foot setback should be shown around the Little Door Creek and all wetlands on the plat, with restrictions indicating that such setback applies to all buildings and other impervious surfaces (including gravel). The date and preparer of the wetland delineation should also be indicated on the plat.
- f. New vehicular access to Highways N and 12/28 ought to be restricted on the plat. I understand that the proposal may allow for the removal/relocation of the existing Paul Davis driveway to the new road. I advise that the existing house driveway to its north should also be removed; WisDOT or the County may end up requiring this anyway.
- g. The new road should be named on the plat. "Natvig Road" initially seemed an obvious naming choice. However, the generally north-south orientation (and addressing) of existing Natvig Road to the west, and the fact that it intersects twice with Highway N, may suggest a different name through this development. This different name may assist with wayfinding and more easily facilitate east-west addressing in this development.
- h. It is possible that the County may seek additional right-of-way for Highway N, but that would likely reveal itself from the TIA and its review.
- i. Vision triangles should be provided at all public street corners.
- j. The existing buildings should be indicated on the plat. Particularly if they cross proposed lot lines or violate minimum setbacks (such as may be the case in the Lot 3-4 area), a specific plan and timeline for building removal should be included. Also, final lines for Lot 2 should be set so that all Paul Davis buildings and other improvements meet setback requirements.
- k. Additional technical requirements in the Town land division ordinance will apply.
- l. WisDOT will likely require at least a 42 foot setback along Highway 12-18 in which it will allow no improvements potentially including no landscaping, all of which would be indicated on the plat.



Proposed development area (red outline)

LEGEND

-  Commercial/Light Industrial Conceptual Building Footprints
-  Larger Outdoor Storage Yards Allowed
-  Existing Roads
-  Conceptual Future Roads
-  Conceptual Stormwater Management Areas
-  Conceptual Resource Protection Corridors
-  Woodland Retention and Landscape Emphasis Areas
-  Business Park Gateways (entry signage, landscaping)

For permissible and recommended land uses, and for development design standards, see:

- Town Design Review Ordinance (Section 12.08 of Town Code)
- Applicable Land Division Ordinances (including Chapter 15 of Town Code and Chapter 75 of Dane County Code)
- Figure 8 of Town Comprehensive Plan Vision and Directions Volume (Commercial Development Area Purpose and Policies)
- Program to “Focus Commercial Development at the Highway 12/18/N Interchange Area” in Comprehensive Plan Vision and Directions Volume
- County Zoning Ordinance (Chapter 10 of County Code)
- County Erosion Control and Stormwater Management Regulations (Chapter 14 of County Code)

**CONCEPTUAL RURAL BUSINESS PARK DEVELOPMENT PLAN
HIGHWAYS 12/18/N INTERCHANGE—NORTHEAST QUADRANT**
TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN
DANE COUNTY, WISCONSIN

OCTOBER 2021





To: Town of Cottage Grove Plan Commission

From: Mark Roffers, AICP, Town Planner

Date: August 13, 2025

Re: Proposed Code and Form Amendments for Rezoning and Conditional Use Permits

Rezoning and conditional use permits—and Town roles in acting on them—are governed by the Dane County Zoning Ordinance and Wisconsin Statutes. Generally, the Town Board has approval/disapproval authority over rezoning and recommends County action on conditional use permits.

Through a recent County zoning ordinance amendment, Town procedures and requirements for conditional use permits have changed. These include no requirement anymore for a Town public hearing, that the Town must consider only County-provided materials to make its recommendations, and that such recommendations must have a “factual basis.”

Sections 15.01(5) and (6) of the Town’s Code of Ordinances (in its Land Division and Planning Code) lays out the Town role in rezoning and conditional use permits. We are proposing the attached changes and additions to that section to meet the new County ordinance requirements, and to provide greater clarity on Town processes for both conditional use permits and rezoning. Under the amended County ordinance and Wisconsin Statutes, these processes (particularly the Town role) have a lot of similarities but also some timeframe and other differences that are laid out in the attached proposed amendments.

As proposed amendments to a land division ordinance, under Section 236 of Wisconsin Statutes they would require a recommendation from the Plan Commission, a Class 2 notice in advance of a public hearing before the Town Board, a Board hearing, and Board adoption. The Plan Commission could offer its recommendation as soon as its August meeting.

We are also proposing the attached changes to the Town’s Petition for Change of Land Use form that relate to these ordinance amendments. This form may be revised as directed by action of the Town Board. We are also seeking a Commission recommendation to the Board on the proposed petition form changes.

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
OCTOBER 22, 2025

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Steve Anders, Tom Banigan, Troy Eickhoff, Kris Hampton, Jerry Meylor, and Dave Muehl present. Clerk-Treasurer Kim Banigan took minutes.
- 2) Anders called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Muehl/Eickhoff to approve the minutes of the August 27, 2025 meeting as printed. **MOTION CARRIED 6-0.**
- 4) Public Concerns: None.
- 5) Wade Huston, Skaar Pitt LLC – petition to rezone 31.056 acres of parcel 0711-331-8012-0 on North Star Road from AT-35 to RM-16 to correct a land division violation (DCPREZ-12208): Wade Huston was present, Dale Huston arrived after this item was finished. Wade explained that this is needed because proper land division procedures were not followed when this parcel was sold to Skaar Pit LLC by Viney Acres, LLC. It is needed to clean up the illegal land division, but this piece will soon be incorporated into the commercial plat they are currently working on. The Clerk-Treasurer suggested that the parcel should be restricted against residential development since RM-16 does include that as a permitted use. **MOTION** by Hampton/Eickhoff to recommend approval of the rezone of 31.056 acres of parcel 0711-331-8012-0 from AT-35 to RM-16, with a deed restriction against residential development. **MOTION CARRIED 6-0.**
- 6) Conceptual Review for two additional buildings on parcel 0711-284-9720-3 at 3447 North Star Road. Steven Banovetz, North Star Road Investments, applicant and landowner (tabled from March 26, 2025): Victor Banovetz represented his father. Two buildings are proposed, one to be built yet this year (Building A), and one to be built in 2026 (Building B). See Exhibit A. Town Planner Mark Roffers had provided a review letter, attached as Exhibit B. Discussion included:
 - Eickhoff wondered if there is enough parking. This was not addressed in Roffers' letter, nor are there any minimum requirements in the Town ordinance or Comprehensive Plan. Muehl suggested that bollards be installed in front of service doors so parked cars cannot block the exits.
 - Mr. Banovetz said they are waiting on septic permits, but their engineer has confirmed that three septic fields will work.
 - Lighting was discussed, especially related to having lights on poles off when there is no activity on the site.
 - During the discussion on landscaping, Anders wanted larger plantings. Item 4. of Roffers' letter addressed minimum requirements as per Town ordinance. Consensus was that landscaping for Building A and the retention pond area to be completed by June of 2026.
 - Mr. Banovetz stated that the improvements will comply with setbacks from the future road to the south, paving of the existing lot and area around the 2025 building will be done after the building is complete, possibly not until Spring of 2026 depending on timing and weather, and no signs are needed.**MOTION** by Banigan/Hampton to approve the plans contingent recommendations from Roffers made in items 1-11 of his review letter, with no signage allowed unless approved by the Plan Commission. **MOTION CARRIED 6-0.**
- 7) Set dates for November and December meetings: The November meeting will be held on the regularly scheduled date of Wednesday, November 26th, the December meeting will be moved to Tuesday, December 23rd.

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
OCTOBER 22, 2025

- 8) ADJOURNMENT: **MOTION** by Eickhoff/Banigan to adjourn. **MOTION CARRIED 6-0**. The meeting ended at 7:53 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer

Approved 11/26/2025



EXHIBIT A

Town of Cottage Grove – Design Review Petition

October 2, 2025 Revision

Owner Land & Project: North Star Road Investments – Steve and Victor Banovetz

Address: 3347 N. Star Road, Cottage Grove – Condo Lot 1 (1.9 ac) of the 3 condo lots on the 10 acre parcel

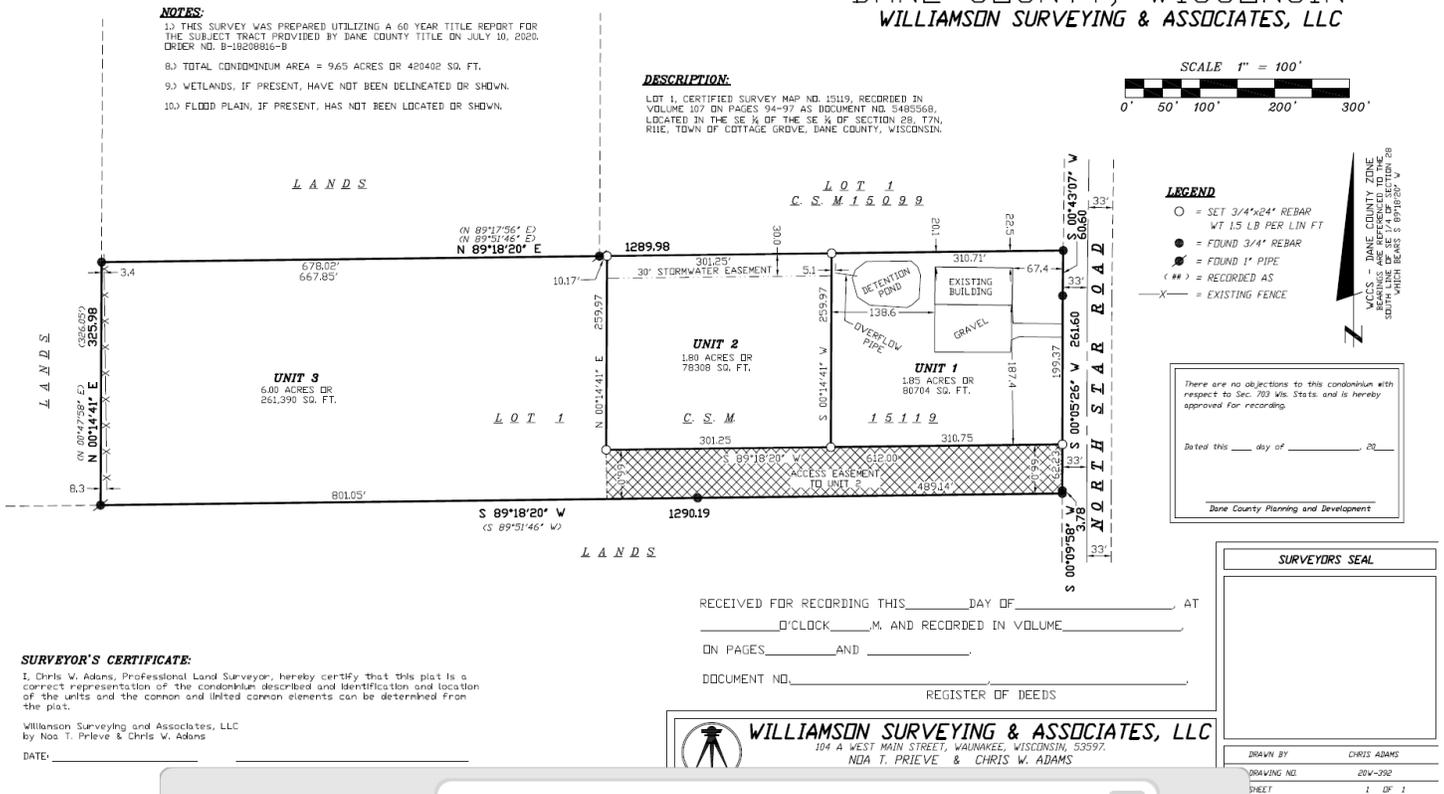
Utilities: Fiber optic internet, Alliant Energy electrical, LP fuels, wells & in-ground septic systems

Parcel: 0711-284-7501-0 CSM No: 15119

Zoning: GC General Commercial District

Dane Co Building Permit: DCPZP-2019-00417

NORTH STAR INVESTMENTS CONDOMINIUM PLAT DANE COUNTY, WISCONSIN WILLIAMSON SURVEYING & ASSOCIATES, LLC



GENERAL INFORMATION

(Pages 2-4 must be completed by all petitioners)

Petitioner information:

Person's Name(s): Steve Banovetz
Firm Name (if any): North Star Road Investments, LLC
Relationship (check one): Owner Tenant Prospective Owner/Tenant Representing: _____
Mailing Address: 714 Weald Bridge Rd City: Cottage Grove State: WI Zip: 53527
Office/Home Phone #: _____ Mobile Phone #: 608-320-2338
Email: Stevebanovetz@gmail.com

Property owner information:

Name(s): Same
Ownership (check one): Individual Trust Partnership Corporation/LLC Other: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Office/Home Phone #: _____ Mobile Phone #: _____
Email: _____

Parcel number or legal description of property:

0711-284-7501-0

Address or street boundaries of property:

3447 N. Star Rd
Condo Lot # 1

Number of acres in property:

1.9

Public road(s) providing access: N. Star Rd

Current zoning district(s):

GC

Proposed zoning district(s) (if different): _____

Current and proposed uses of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

- | | |
|---|---|
| <input type="checkbox"/> agriculture | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> natural area or open space | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> FEMA-designated floodplain | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> DNR- or field-delineated wetland | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> navigable waterway on or next to land | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> slopes of between 12% and 20% | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> slopes of 20% or greater | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> single-family home(s) | (<input type="checkbox"/> current use # _____ <input type="checkbox"/> proposed use # _____) |
| <input type="checkbox"/> commercial service or retail | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> manufacturing/storage/contractor | (<input checked="" type="checkbox"/> current use <input checked="" type="checkbox"/> proposed use) |
| <input type="checkbox"/> agricultural-related business or structure | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> commercial recreational use | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> tourist rooming house | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> institutional or utility use | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> driveway to a public road | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |
| <input type="checkbox"/> other use: _____ | (<input type="checkbox"/> current use <input type="checkbox"/> proposed use) |

Reimbursement for Development Review Services, Special Meetings, and Publication Expenses:

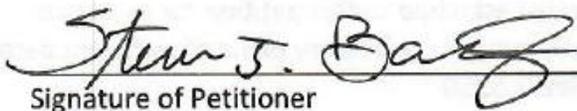
The Town Planner, Town Engineer, Town Attorney, and other third-party consultants may expend time in the administration, investigation, and processing of the development review petition, for which they will invoice the Town. Further, the Town may incur publication expenses, costs associated with special meetings, and costs associated with Town employees who perform special tasks associated with the petition. The signing and submittal of this petition shall be construed as an agreement to pay for any and all professional consulting services, staff services, publication expenses, and special meeting costs associated with the administration, investigation, and processing of this petition and the associated development review and approval request.

Reimbursable costs from third-party consultants shall be based on actual invoices submitted to the Town using the same rates as the Town routinely pays those consultants. Costs associated with Town employees who perform special tasks associated with the petition shall be twice the actual hourly pay of the associated Town employee. The Petitioner shall pay all reimbursable costs within 30 days of receipt of one or more invoices from the Town, following the execution of the development review or publication expenses associated with the petition. In the event the Petitioner fails to pay such costs, the responsibility shall pass to the property owner, if different, under the same terms. Such costs that are assigned to the Petitioner or property owner, but that are not actually paid within 30 days, may then be imposed by the Town as a special charge on the affected property.

Acknowledgements and Signatures:

By signing and dating below, I/We:

1. To the best of my/our knowledge, submitted a petition that is true, correct, complete, and meets the requirements of applicable ordinances and the Town Comprehensive Plan.
2. Read, understand, and accept my/our responsibilities under the reimbursement section above.
3. Acknowledge that Town officials, employees, and consultants may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this petition.
4. Understand that all meeting dates are tentative and may be postponed by the Town for the reason of incomplete submittals or other administrative reasons.
5. If this petition is approved, agree to abide by this petition, approved plans, and required conditions associated with approval in the development of the subject property.
6. Understand that submittal of this petition and payment of the proper fee does not mean that requested development approval is imminent or guaranteed.
7. Understand that Town ordinances and/or the conditions of development approval may specify timeframes within which I/we must take certain actions related to the development of the subject property, or risk having the approval being nullified.
8. Understand that the approval(s) sought under this petition do not qualify as, nor replace the necessity for proper permitting for the proposed project or for other required governmental approvals.


Signature of Petitioner

3/20/2025
Date

STEVEN J. BANOVETZ
Printed Name of Petitioner

Signature of Property Owner (if different)

Date

EXISTING CONDITION



Lot 1. Existing office (960 SF,) and attached shop (5,200 SF). Both insulated and heated.
High capacity well, full electrical, ADA bathroom, and septic



Lot 1. Proposed area for 2 additional buildings. Trees (foreground) along the town road to remain

The area is nearly level – but drops to the west and north. To the south (picture left) is a private condo driveway. There is some early planning that proposes that the driveway will be removed and a town road will be built 35 ft to the south of the existing driveway.



Land use to the north – Capital Underground shops



Land use to the east – Cat Electric shop



Land use to the west – Redline Watersports – storage buildings



Land use to the south – currently farmland but proposed zoning changes are underway



Existing exterior lighting over passage doors, dusk to dawn (left) and emergency triggered (right)

Down-lighting systems. Sized to light just the immediate area around the door approaches



Existing exterior lighting over shop doors – a down-lighting system. The fixtures are sized to light the immediate area below the door.

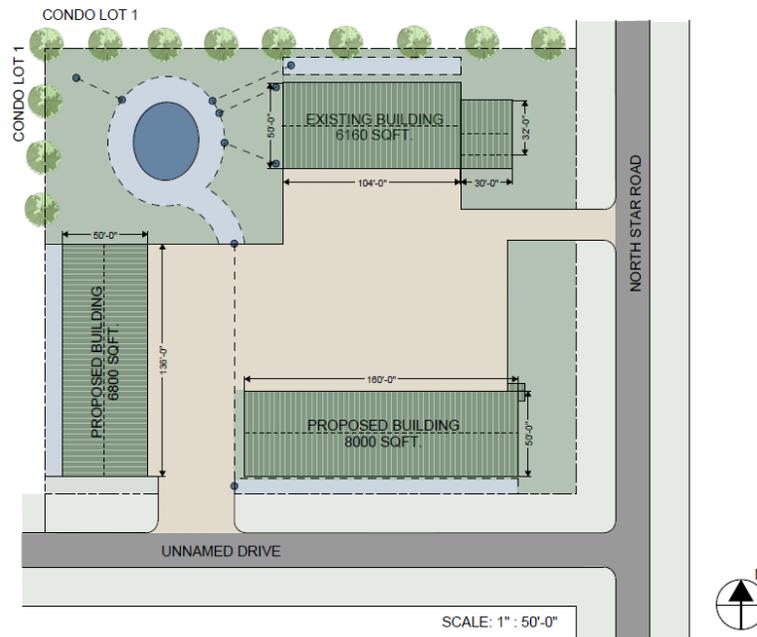


New building stone wainscoting to match existing building stone – Nova™ brick

PROPOSED BUILDINGS

There are no wetlands, floodplains, and shoreline setbacks. The area proposed is fairly level, draining slightly to the NW corner – where there is a stormwater wet basin and continued stormwater easement on the next two condo lots to the west. The only town road is N. Star Road. The goal is for the next two buildings to match the existing building – color, style, height, windows, overhangs, roof angles, and doors. Building setbacks will be 15 feet from Condo lots #2 and #3, and 30 feet from the edge of the North Star Road ROW.

AREA TOTALS	
TOTAL PROPERTY AREA:	~ 80,795 SQFT
BUILT SQFT:	~ 20,960 SQFT (26%)
GRAVEL PARKING:	~ 26,955 SQFT (33.3%)
GREEN SPACE:	~ 32,880 SQFT (40.7%)



714 WEALD BRIDGE RD.
COTTAGE GROVE, WI 53527

REVISIONS

NO.	DESCRIPTION
0	ISSUE FOR REVIEW

PROJECT ADDRESS
3447 NORTH STAR ROAD
COTTAGE GROVE, WI 53527
(LOT 1)

DRAWING

SITE PLAN:
PROPOSED

DRAWING NUMBER

G0.B

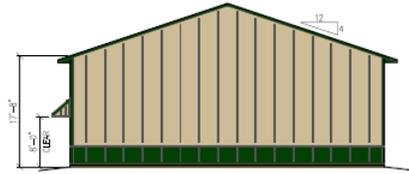
SCALE

1" = 50'-0"

1. **Year 2025 build.** SE lot corner. 50 ft N-S and 160 ft E-W (8,000 SF – 6 leasable business units).
 - a. There will be a 30-ft setback along N. Star Road. There will be a 15-foot setback from lot 3.
2. Lot size: 1.9 acres
3. Landscaping Required: Large trees (8 req) already planted (8) trees, small trees (16 req) already planted (45) trees, shrubs (40 req) already planted (0), perennial beds (600 SF req) already planted (600 SF).
 - a. Landscape – trees are already planted, but we will add more – see landscape plan.
 - i. Shrubs – highbush cranberry, elderberry, prairie ninebark, American plum
 - ii. Trees – Oak, Sycamore, River Birch, and evergreens
 - b. East Elevation (facing town road) requires 35% enhanced wall treatment:
 - i. Total wall surface = 1,094 SF, stone wainscoting = 16% (see pic), windows = 7%, eyebrow over all 4 windows = 14% (and wrapped onto the north face)
 - ii. Total wall enhancements as proposed = 37%
 - c. South Elevation (visible from the town road) will have two colors, 7 windows, 6 doors, and stone wainscoting running the entire 160 ft length of the building.



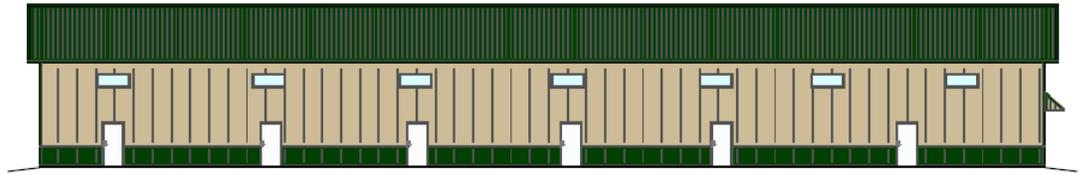
NORTH ELEVATION



WEST ELEVATION



EAST ELEVATION



SOUTH ELEVATION

NOTE:
-ALL STEEL TRIM, WAINSCOTING
AND NOVABRICK TO MATCH
EXISTING BUILDING COLORS

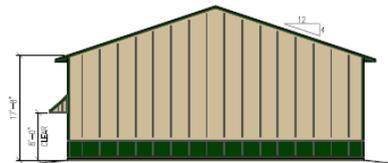
BUILDING COLORS
ROOF: EVERGREEN
SIDES: HICKORY MOSS
TRIM: EVERGREEN
WAINSCOTING: EVERGREEN
NOVABRICK: CHARCOAL

We Protect What You Value™

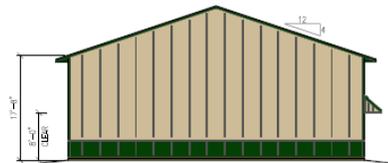
4. **Year 2026 build.** SW lot corner. 136 ft N-S and 50 ft E-W (6,800 SF – 5 leasable business units).
 - a. There will be a 15 ft setback from lot 3 and a 15 ft setback from lot 2.
 - b. Landscape – see the landscape plan
 - i. Shrubs – highbush cranberry, elderberry, prairie ninebark, American plum
 - ii. Trees – Oak, Sycamore, River Birch, and evergreens



EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

NOTE:
-ALL STEEL TRIM, WAINSCOTING
AND NOVABRICK TO MATCH
EXISTING BUILDING COLORS

BUILDING COLORS
ROOF: EVERGREEN
SIDES: HICKORY MOSS
TRIM: EVERGREEN
WAINSCOTING: EVERGREEN
NOVABRICK: CHARCOAL

We Protect What You Value™

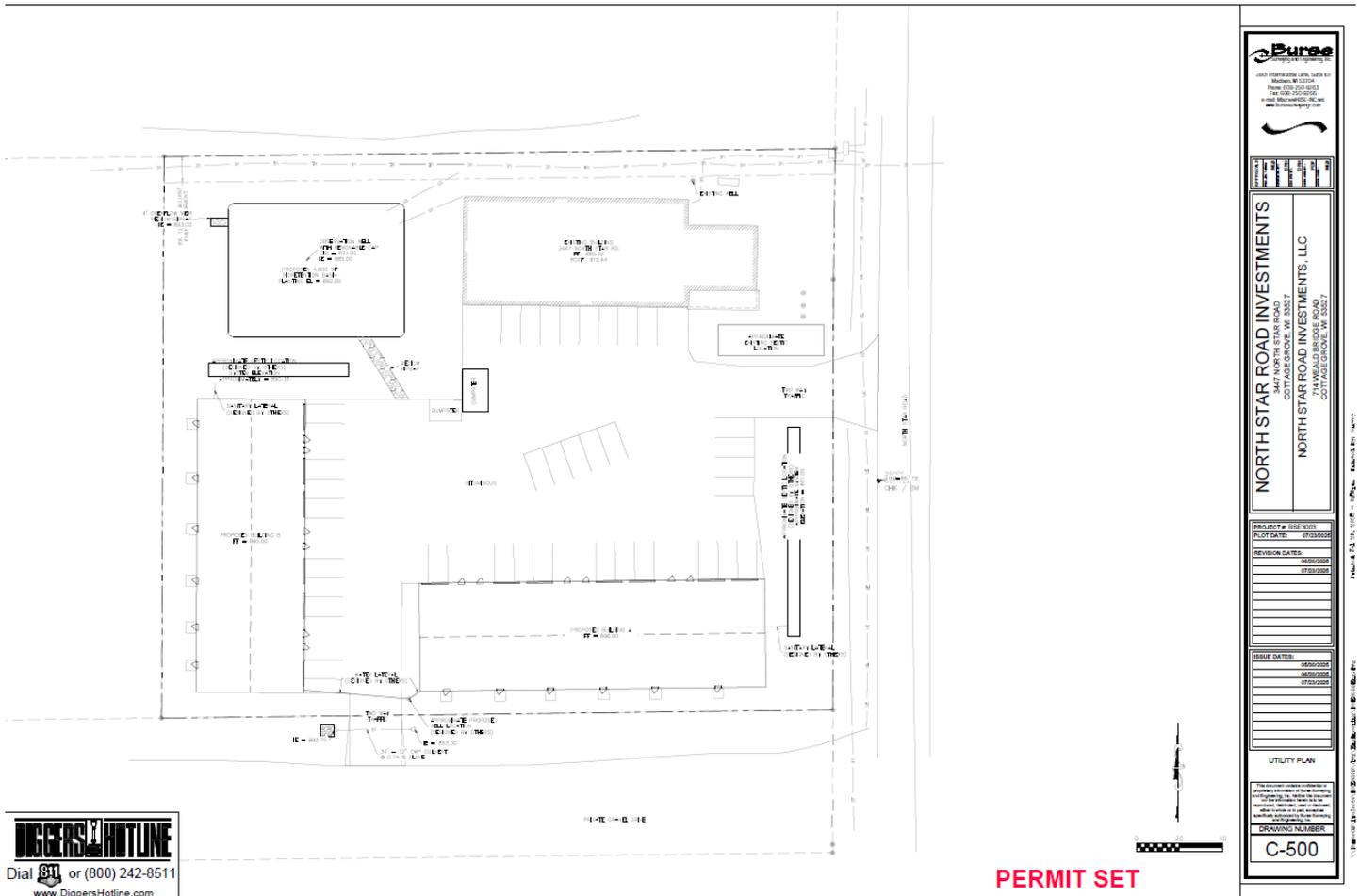
Interior build-outs will be done when appropriate for each lease. The plumbing will be “ruffed in” and the bathrooms will be completed as needed – i.e. if one leasee wants 3 units, we would not build 3 bathrooms. Each bathroom will be ADA compliant. Each bathroom will have a mop sink on a wall - facing out to the shop space.

Electrical will be "ruffed in" and expanded with meters when required by leases. All units will be heated with individual Modine (type) heaters on individual LP fuel meters.

The property/project owner (Steve & son Victor) will have a unit in the proposed 2025 building and expect to have a weekly presence. The existing shop and office building is leased from September 2025 through 2030, to a single ecological restoration company. We expect the next two buildings to be fully leased by the time they are built.

No company signs are planned for this parcel at this time. All existing trees will be preserved during construction and will be fenced-off with typical orange construction fence during construction. There are no other structures within 50 feet of this condo lot. There are no public open spaces on N. Star Road. A single residence is located greater than 1,200 feet from Lot 1.

Upon completion of the 2025 proposed building, we will pave with asphalt, the gravel lots associated with the existing building and the 2025 proposed building. If the 2025 proposed building is erected before cold weather, and asphalt can still be installed, we will do it in the late fall of 2025. Otherwise, it will be paved in the late spring of 2026. See the attached drawing showing parking spaces and pavement location.



We expect 2 to 3 dumpsters to be placed on the parcel. They will be grouped together in a central location near the stormwater basin. They will be placed within a cedar enclosure.



Grading Plan. Grading and stormwater have been designed by Burse Surveying and Engineering. Their drawings are enclosed within this document. We expect relatively little grading to take place – mostly removal of topsoil and installation of course base rock to support the concrete slabs. All stormwater will flow to the stormwater treatment basin in the NW corner of lot 1. A soil test (to 22 ft deep) was completed and the soil is approved for a stormwater infiltration basin – see below. The overflow from that basin will travel due west along the north property lines of lots 1, 2, & 3. There is already a stormwater easement for lot 1 across lots 2 & 3 in place.

We also have an easement to connect to the private driveway that runs from N. Star Road to the wider part of lot 3.

CHECK BOX AS APPLICABLE.

SOIL EVALUATION
SITE MAP

PROJECT NAME:

NORTH STAR ROAD INVESTMENTS LLC

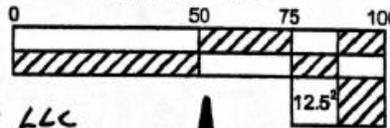
PROJECT ADDRESS: 3447 NORTH STAR ROAD

BM Symbol: BM Elevation: 100.0' FT

BM Description: BOTTOM OF BUILDING SIDING

Slope Gradient (%) of Tested Area: 1.5% Well Symbol (if applicable):

Scale: 1" = 50'



Indicate north by drawing an arrow on the appropriate line.

CHECK BOX AS APPLICABLE.

SYSTEM
PLOT PLAN

DESIGN FLOW: 234 GPD

Attach design flow calculations for commercial plans.

Pipe Material / ASTM Standard (Tables 384.30-3 & 384.30-5)

Sanitary Sewer: _____ / _____

Force Main: _____ / _____

IMPORTANT:

Show ground elevation contours at suitable intervals.

S.E. BUILDING PLAN

← APPROXIMATE LOT LINES →

SYSTEM SIZING:

12 EMPLOYEES + 13 GPD = 156 GPD.

156 x 1.5 COMMERCIAL
CODE FACTOR = 234 GPD.

WELL

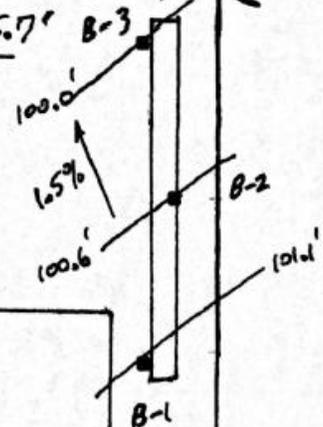
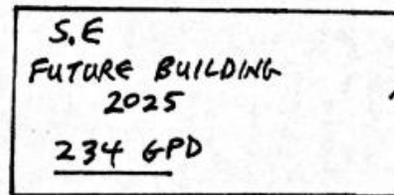
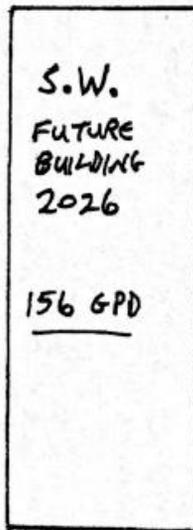


BENCHMARK
EL = 100.0' AT BOTTOM
OF SIDING (4" ABOVE GROUND)

PROPOSED SYSTEM:

6' x 97.5' CONVENTIONAL
SEEPAGE CELL.

SYSTEM ELEVATION = 95.7'



R/W

NORTH STAR ROAD

Richard G. Hems CST-71536 4-10-2025

CHECK BOX AS APPLICABLE

SOIL EVALUATION SITE MAP

PROJECT NAME: NORTH STAR ROAD INVESTMENTS LLC

PROJECT ADDRESS: 3447 NORTH STAR ROAD

BM Symbol: BM Elevation: 100.0' FT

BM Description: BOTTOM OF BUILDING SIDING

Slope Gradient (%) of Tested Area: 1% Well Symbol (if applicable):

Scale: 1" = 50'

Indicate north by drawing an arrow on the appropriate line.

CHECK BOX AS APPLICABLE

SYSTEM PLOT PLAN

PAGE 4 of 4

DESIGN FLOW: 156 GPD

Attach design flow calculations for commercial plans.

Pipe Material / ASTM Standard (Tables 384.30-3 & 384.30-5)

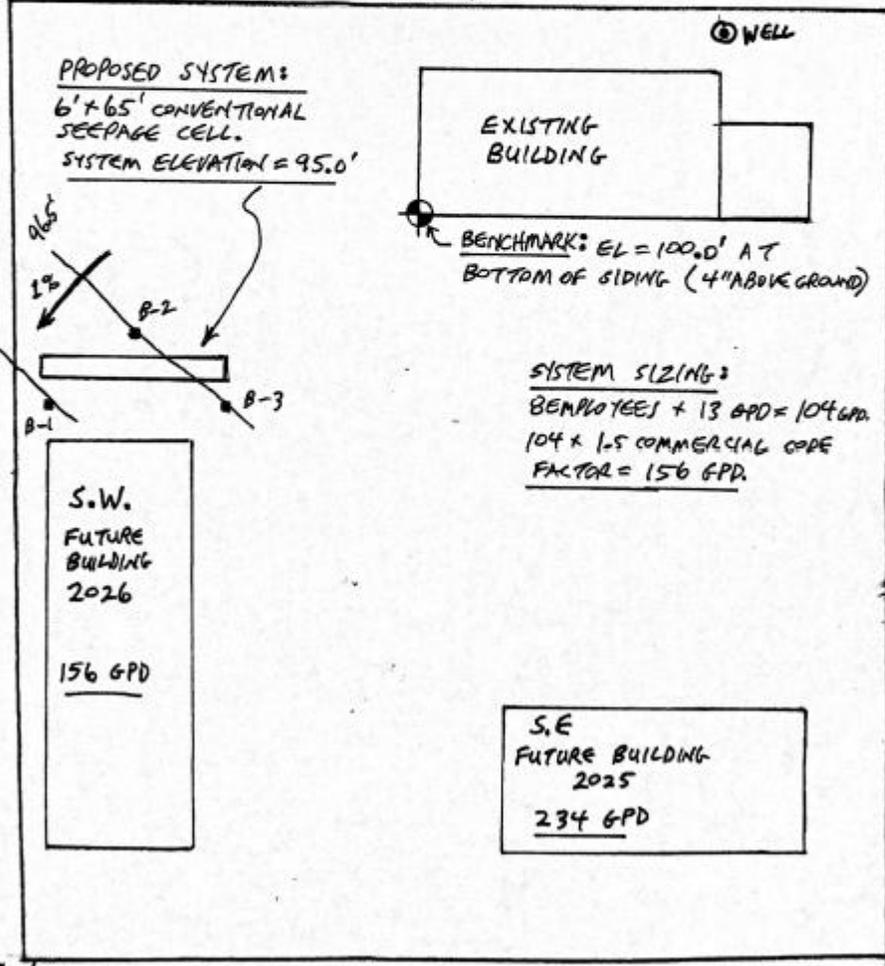
Sanitary Sewer: _____ / _____

Force Main: _____ / _____

IMPORTANT:
Show ground elevation contours at suitable intervals.

S.W. BUILDING PLAN

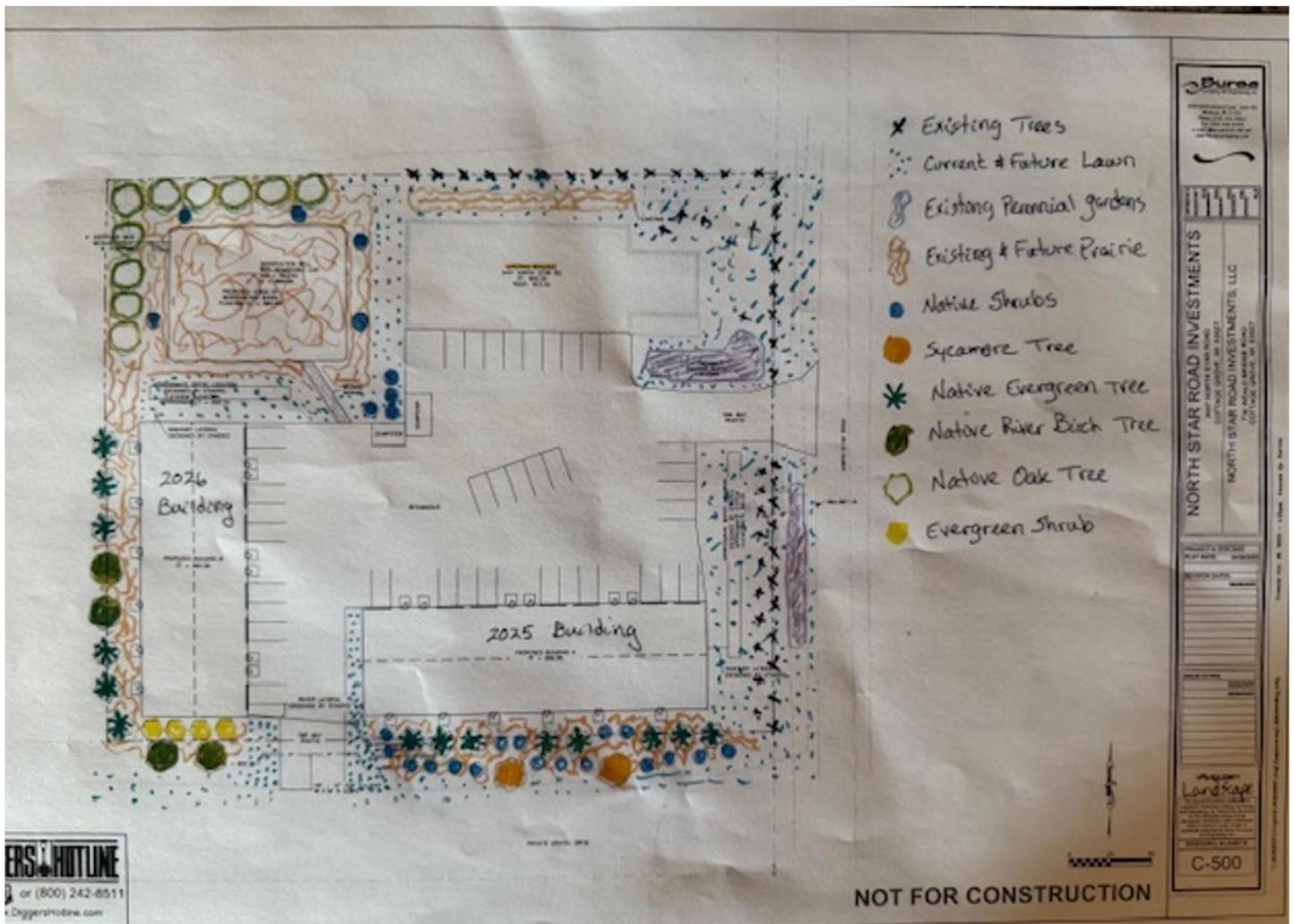
← APPROXIMATE LOT LINES →



Richard G. Hems CST-71536 4-10-2025

Landscape Plan

The landscaping will go above and beyond requirements. A large format (11"x17") copy of the landscape plan presented below is available at the township office. The chart below that summarizes and adds to that document.



NSRI Live Plant Specifications - 2025 and 2026 Buildings

Drawing Color	Quantity	Type	Size	Note	Supplier
Black	45	Tree	3-15 ft	Existing trees - sycamores, river birch, spruce, juniper, etc.	N/A
Light Blue	N/A	Turf	N/A	Existing and future mown turf grass	N/A
Purple	1,200 SF	Garden	N/A	Existing mature native perennial plants	N/A
Orange	N/A	Prairie	N/A	Existing and future short- and tall-grass prairie	N/A
Blue	26-35	Shrubs	2-3 ft	Native, pagoda dogwood, elderberry, am cranberry, hazlenut	CS, JN, MK
Yellow	2	Tree	6 ft	Sycamore tree	CS
Teal	14-18	Tree	5 ft	Evergreens, white pine, hemlock, white cedar, spruce	TI
Green	4	Tree	6 ft	Multi-stem native river birch	CS
Light Green	10-15	Tree	1-gal 12"	Native oak trees - I grew from acorns - from a client's site	Steve
Yellow-Green	4-10	Shrubs	3-gal 12"	Evergreen foundation prostrate shrubs - Yew	MK

CS=Cold Stream Nursery, JN=Johnson Nursery, MK=McKay Nursery, TI=Toddle Inn

Electrical Plan

To meet Dark Sky designs, I modified the current exterior lights above each of the 4 garage doors with a durable plastic shade. The fixtures had a lens that projected light horizontally and vertically – with the new shade, the fixture can only project a vertical downcast light along the face of the door. We will continue the same exterior lighting (fixture type, placements, and intensity) as is on the existing building and will use poles to bring the light over the parking lot. See lighting specification sheets and the photometric plan for the site below.



Existing Building – Prior to August 2025

Exterior garage door flight fixture with vertical and horizontal light projection



Existing Building – Post August 2025

Exterior garage door flight fixture with modification to just vertical light projection



Existing Building – Current passage door lighting (typical dawn-dusk + emergency light)

New buildings. This is the type and style of fixture lights planned for above the 24 service doors and the 13 garage doors. Note there are two kinds – one is a typical dusk to dawn (right) and the second fixture is the battery back-up, triggered to the ON function when the power goes down (left). Both are downcast lights.

SLIM18Y/PC2

RAB

12, 18 and 26 Watt SLIM wall packs are ultra efficient and deliver impressive light distribution with a compact low-profile design that's super easy to install as a downlight or uplight.

Color: Bronze Weight: 4.1 lbs

Project:	Type:
<input type="text"/>	<input type="text"/>
Prepared By:	Date:
<input type="text"/>	<input type="text"/>

Driver Info		LED Info	
Type	Constant Current	Watts	18W
120V	N/A	Color Temp	3000K (Warm)
208V	0.11A	Color Accuracy	72 CRI
240V	0.10A	L70 Lifespan	100,000 Hours
277V	0.09A	Lumens	2,695 lm
Input Watts	20.9W	Efficacy	128.9

Technical Specifications

Compliance

UL Listed:
Suitable for wet locations. Suitable for mounting within 4 ft (1.2m) of the ground.

IP Rating:
Ingress protection rating of IP66 for dust and water

ADA Compliant:
SLIM™ is ADA Compliant

IESNA LM-79 & LM-80 Testing:
RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

Dark Sky Conformance:
Dark Sky Approved in 3000K. Conforms to (allows for conformance to) the IDA's fully shielding requirement, emitting no light above 90 degrees (with the exclusion of incidental light reflecting from fixture housing, mounts, and pole).

DLC Listed:
This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements.
DLC Product Code: PAYHGJ3C

Electrical

Driver:
Constant Current, Class 2, 208V-277V, 50-60Hz, 208V: 0.11A, 240V: 0.10A, 277V: 0.09A

Dimming Driver:
Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.

THD:
15.21% at 120V, 10.6% at 277V

Power Factor:
97% at 120V, 94.6% at 277V

Photocell:
277V Button photocell included. Photocell is compatible with 208V-277V.

LED Characteristics

LEDs:
Long-life, high efficacy, surface-mount LEDs

Color Consistency:
3-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

Color Stability:

LED color temperature is warranted to shift no more than 200K in color temperature over a 5-year period

Color Uniformity:

RAB's range of Correlated Color Temperature follows the guidelines for the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2017.

Performance

Lifespan:
100,000-Hour LED lifespan based on IES LM-80 results and TM-21 calculations

Wattage Equivalency:
Equivalent to 100W Metal Halide

Construction

Cold Weather Starting:
The minimum starting temperature is -40°F (-40°C)

Maximum Ambient Temperature:
Suitable for use in up to 104°F (40°C)

Housing:
Precision die-cast aluminum housing

The Triton LED Series is an indoor or outdoor, die-cast, architectural, high-performance LED fixture designed to work in emergency lighting and combined general/emergency lighting applications.

Model: _____ Date: _____
Accessories: _____
Job Name: _____ Type: _____

FEATURES & BENEFITS

- Switchable AC operation for use as dusk to dawn with photocontrol option or use of a normally open switchLED
- A 1/2 inch NPT threaded conduit opening is provided at the top of the enclosure and sealed with a closure plug
- Optional cold weather package -4°F to 122°F (-20°C to 50°C)
- UL Listed 90 minute emergency run time, 24 hour recharge time
- Suitable for Wet or Damp Locations

SPECIFICATIONS

Illumination: Long lasting, energy efficient, ultra-bright white 11W, 5000K CCT LED

Housing: Low-profile, streamlined, die-cast aluminum housing

Input: 120/277VAC Dual primary, 60Hz

Battery: Maintenance-free NiCad battery

Operating Temp: 0°C to 50°C (32°F to 122°F)

Run Time: cULus Listed 90 minute emergency run time, 24 hour recharge time

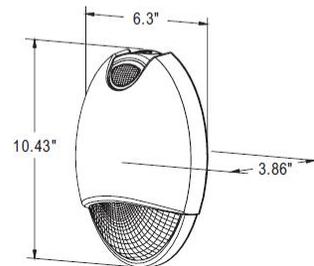
Mounting: Universal J-box mounting pattern or surface wiring through top conduit power feed

Finishes: Black, dark bronze, silver or white

Options: CL - Cold Location package, suitable for temperatures from -20°C to 50°C (-4°F to 122°F)

Certifications: cULus Listed for Damp or Wet Locations, meets or exceeds UL 924, NEC requirements and NFPA 101

Warranty: Any component that fails due to a manufacturing defect is guaranteed for five years with a separate five year prorated warranty on the battery. The warranty does not cover physical damage, abuse or instances of uncontrollable natural forces.



A17-4T200

RAB



Project: _____ **Type:** _____

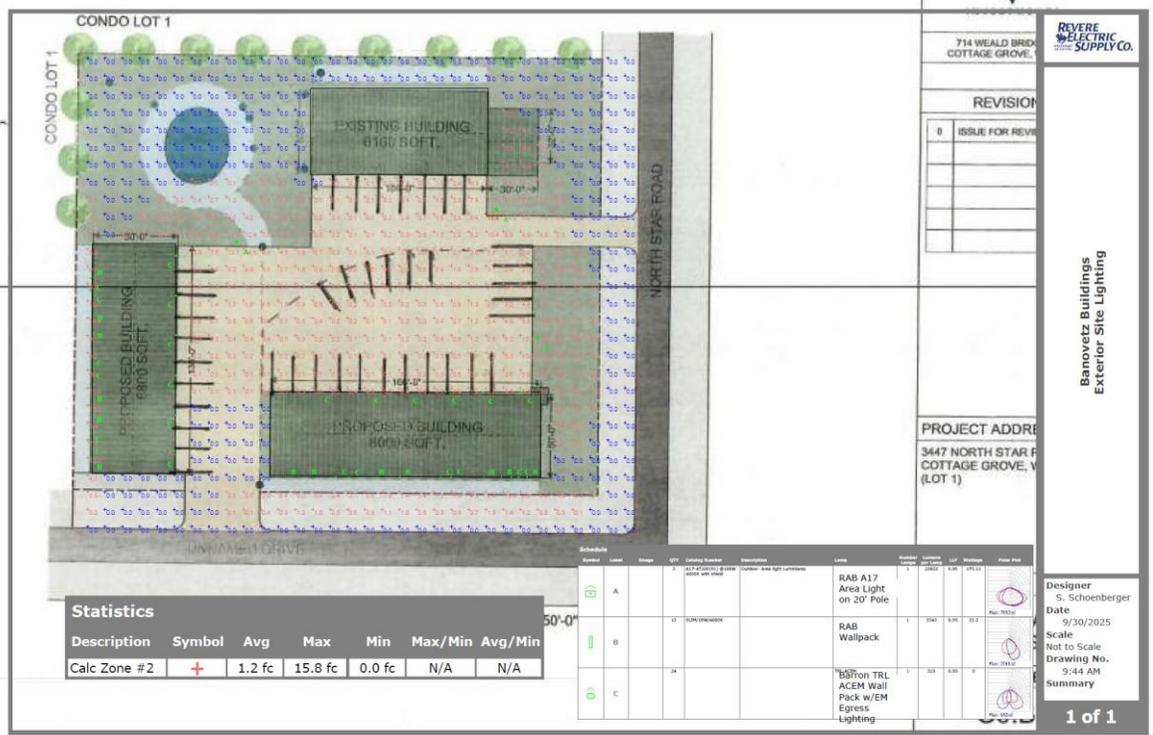
Prepared By: _____ **Date:** _____

Driver Info		LED Info	
Type	Constant Current	Watts	200/180/160W
120V	1.63A/1.46A/1.30A	Color Temp	3000/4000/5000K
208V	0.94A/0.84A/0.75A	Color Accuracy	81-83 CRI
240V	0.85A/0.76A/0.68A	L70 Lifespan	100,000 Hours
277V	0.72A/0.68A/0.61A	Lumens	24,506-31,037 lm
Input Watts	155.7-199.3W	Efficacy	144.5-165.4 lm/W

Technical Specifications

Compliance	Electrical	Construction
<p>UL Listed: Suitable for wet locations</p> <p>IESNA LM-79 & LM-80 Testing: RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.</p> <p>IP Rating: Ingress protection rating of IP65 for dust and water</p> <p>DLC Listed: This product is listed by Design Lights Consortium (DLC) as an ultra-efficient premium product that qualifies for the highest tier of rebates from DLC Member Utilities. Designed to meet DLC 5.1 requirements. DLC Product Code: S-4520WB (Outdoor Pole/Arm-Mounted Area and Roadway Luminaires)S-KQOR41 (Architectural Flood and Spot Luminaires)</p>	<p>Driver: 200W: Constant Current, Class 1, 120-277V, 50/60 Hz, 120V: 1.63A, 208V: 0.94A, 240V: 0.85A, 277V: 0.72A 180W: Constant Current, Class 1, 120-277V, 50/60 Hz, 120V: 1.46A, 208V: 0.84A, 240V: 0.76A, 277V: 0.68A 160W: Constant Current, Class 1, 120-277V, 50/60 Hz, 120V: 1.30A, 208V: 0.75A, 240V: 0.68A, 277V: 0.61A</p> <p>Dimming Driver: Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.</p> <p>THD: 2.81% at 120V, 10.04% at 277V</p> <p>Power Factor: 99.89% at 120V, 94.8% at 277V</p> <p>Surge Protection: 6 kV</p> <p>Performance Lifespan: 100,000-Hour LED lifespan based on IES LM-80 results and TM-21 calculations</p>	<p>IES Classification: The Type IV distribution (also known as a Forward Throw) is especially suited for mounting on the sides of buildings and walls, and for illuminating the perimeter of parking areas. It produces a semicircular distribution with essentially the same candlepower at lateral angles from 90° to 270°.</p> <p>Cold Weather Starting: The minimum starting temperature is -40°F (-40°C)</p> <p>Maximum Ambient Temperature: Suitable for use in up to 104°F (40°C)</p> <p>Lens: Polycarbonate lens</p> <p>Housing: Die-cast aluminum housing, lens frame and mounting arm</p> <p>Vibration Rating: 3G vibration rating per ANSI C136.31</p>

Site lighting plan. This plan shows the proposed placement and candle power throughout the site. We expect 3 raised pole locations (lime green dots in yard spaces) to illuminate the parking lot.



SUMMARY OF DEVELOPED UNITS

Existing building: 6,160 SF Lot size: 80,795 SF
 Existing gravel: 7,600 SF Proposed impervious: 47,915 SF (59.3%) (GC max = 60%)
 Proposed building 1: 8,000 SF Remaining greenspace: 32,880 SF (40.7%)
 Proposed new gravel: 12,075 SF
 Proposed building 2: 6,800 SF Occupant Projections: Existing building = 15 staff + proposed building 1
 Proposed new gravel: 7,280 SF = 11 staff + proposed building 2 = 8 staff [total = 34 staff]

Estimated Parking: 34 staff (1 space per 1.3 staff per Dane Co + 1 per company) = 26 spaces + 7 companies = 33 spaces. We have 38 oversized (15 ft by 22 ft – due to the nature of the businesses to occupy units) spaces on our drawing. Typical spots are 8-9 ft by 18 ft.

We feel this development is already leading the way, and setting an example, for the continuing development of a desirable commercial business park.

Steve Banovetz, North Star Road Investments, 714 Weald Bridge Road, Cottage Grove, WI 53527
 608-320-2338 stevebanovetz@gmail.com



EXHIBIT B

TO: Town of Cottage Plan Commission
FROM: Mark Roffers, Town Planner
DATE: October 14, 2025
RE: Design Review, North Star Road Investments (Banovetz), 3447 North Star Road

The Town has received a revised design review submittal, in a packet dated October 2, 2025, for two additional buildings and associated site improvements on the 1.9 acre site at 3447 North Star. This site presently has one 6,160 sf environmental contractor shop/office building on its north end, a graveled circulation area to its south with direct access to North Star Road, a stormwater basin near its northwest corner, and landscaping.

The foundation for the proposed 8,000 sf “Building A” (i.e., second building) has been laid near the site’s southeast corner; that building would also be used by environmental contractor(s). A third proposed 6,800 sf “Building B” would be near the southwest corner of the site. The applicant indicates that Building B may be constructed next year. Proposed site enhancements include circulation and parking area paving, a second access to a shared driveway (or possible public road extension) to the south, and lighting and landscape improvements.

In March, the Plan Commission postponed action of earlier versions of these plans, based on an incomplete submittal and some substantive concerns on the proposed site and building design.

My comments on the applicant’s October 2, 2025 design review submittal relative to the Town design review ordinance (Chapter 12.08) are as follows:

1. The proposed layout indicated by the submitted site plan is sound, generally providing buildings near the outside of the site and parking/circulation in the interior, with two driveway connections. I understand there is general support for the Huston’s proposal to replace the current east-west gravel drive to North Star Road near the south end of this site with a new paved Town road a bit further south.
2. The plan submittals appear to meet design review ordinance requirements, albeit with a DIY quality to a couple of the plans. My recommended clarifications and conditions of approval are indicated in the following points.
3. To meet the Town’s building decorative material and long-wall architectural interest requirements, particularly when visible from public streets, the east walls of both Buildings A and B are proposed with windows, awnings, and stone surfacing near ground level. The latest application text signals a willingness to add that stone surfacing along the south wall of Building A, as previously requested, but the building elevations have not been updated to reflect that upgrade yet. Final building plans to be included with the building permit application should enhance that south wall accordingly.

4. The proposed landscape plan reflects a generous and mixed landscaping approach that appears to meet ordinance standards. Though not specified in submitted plans, as required by ordinance, each new non-ornamental deciduous tree must have at least 2" trunk diameter at time of planting, each ornamental and evergreen tree must be at least 4 feet tall at planting time, and each shrub must be at least 18 inches tall at planting time.
5. Landscape improvements south of Building A should be installed as soon as possible following completion of that building—prior to occupancy if weather conditions allow and, if not, by a set date that I recommend be assigned as part of building permit issuance. Landscape improvements around Building B and around the detention basin may be phased to immediately follow Building B construction.
6. It seems reasonable to allow some timing leeway on the construction of Building B—perhaps building permit issuance no later than two years following design approval without a return visit to the Plan Commission to confirm plans.
7. Except immediately around proposed Building B, the driveway/parking area should be fully paved in conjunction with the development of Building A—again prior to occupancy if weather conditions allow and, if not, by a set date that I recommend be assigned as part of building permit issuance. Driveway paving should be to the current east-west shared driveway, and if/when provided to the planned Town road to its south. Prior to building permit issuance, the applicant should provide to the Town verification of a shared access easement over the east-west driveway south of proposed Buildings A and B.
8. Proposed exterior lighting appears to meet the Town's "dark sky" ordinance requirements including three 20 foot tall pole lights in the parking/circulation area. By ordinance, the Plan Commission may specify certain hours within which illumination of exterior light fixtures is permitted or prohibited. I recommend a requirement that all pole lights be turned off when there are no active operations occurring on the site.
9. I understand that outdoor storage will be generally limited to work vehicles and a trashed/recycling enclosure within a cedar-fenced dumpster. It should be made clear that, aside from this, no outdoor storage of materials is currently allowed. Under the property's GC zoning, outdoor storage would first require a conditional use permit. Under the design review ordinance, outdoor storage would have to be made not visible from any public road but instead be screened by opaque fences, walls, berms, dense landscaping, buildings, or combinations. Mechanicals (e.g., HVAC) should be placed to minimize visibility.
10. No signage is proposed at this time. In addition to meeting County sign regulations, the Town design review ordinance generally limits off-premise and many temporary sign types.
11. Prior to building permit issuance, the applicant should provide the Town with evidence from Dane County that all County erosion control, stormwater management, and sanitary waste disposal (septic) requirements have been met. Soil evaluation materials were included, but it is unclear if the County has reviewed these, provided the necessary permits, and/or verified that prior permit(s) still apply. Erosion control measures should be installed around all disturbed areas. Any existing landscaping lost with construction should be replaced.

TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
NOVEMBER 26, 2025

- 1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Steve Anders, Troy Eickhoff, Kris Hampton, Mark Kudrna, Jerry Meylor, and Dave Muehl present. Town Planner Mark Roffers was also present, and Town Engineer Nick Bubolz was present virtually. Clerk-Treasurer Kim Banigan took minutes. Wade, Dale, Dwight and Brad Huston and Mike Calkins from Synder Engineering were present to represent Skaar Pit LLC for items 5-7. RG Huston Engineer Dennis Richardson was present virtually. (There were some technical difficulties with the virtual meeting).
- 2) Anders called the meeting to order at 7:00 P.M.
- 3) Approve minutes of previous meetings: **MOTION** by Muehl/Eickhoff to approve the minutes of the October 22, 2025 meeting as printed. **MOTION CARRIED 6-0.**
- 4) Public Concerns: Craig Slager, representing Paul Davis Restoration, provided copies of a request for direction on zoning, stormwater, septic and access (Exhibit A).
- 5) Wade Huston, applicant, Everson Properties, LLC, property owner, parcels 0711-284-8500-0 and 0711-284-9000-3, rezone of 12.76 acres from FP-35 and RM-16 to UTR or NRC for the stormwater management area for to accommodate the proposed commercial subdivision to the south. Remaining 35 acres to remain in the FP-35 zoning district. (DCPREZ 12237): A revised petition from Dane County confirmed that the appropriate zoning for the 12.76-acre lot would be NRC. **MOTION** by Muehl/Hampton to recommend approval of rezoning 12.76 acres to NRC south of Little Door Creek for a stormwater management area for the proposed commercial subdivision to the south. The remaining acreage to remain as FP-35. **MOTION CARRIED 6-0.** Roffers noted that a CSM was not submitted to the County with this rezone, but was submitted to the Town. The Clerk-Treasurer noted that the Town Board would act on the CSM. The NRC lot is likely to be incorporated into the plat to be discussed under item 7) below.
- 6) Wade Huston, petitioner, Skaar Pit LLC, property owner, parcels 0711-284-9210-0, 0711-284-7511-0, 0711-331-8580-6, 0711-331-8501-1, 0711-331-9001-4, and 0711-331-8012-0 at the northeast quadrant of C.T.H. N and USH 12/18: Rezone of from RM-16, GC and LC to create 72.5 acres of Heavy Commercial, 4.0 acres of General Commercial, 3 acres of UTR and 11.9 acres of NRC to support a commercial subdivision. (DCPREZ 12238): Roffers and Bubolz had submitted review letters (Exhibits B and C). Roffers noted that all lots except lot 3 are proposed to be zoned as Heavy Commercial with deed restrictions to limit land uses and deal with outdoor display and storage. He noted two glitches in the proposed deed restrictions, one as noted in section 1. b. of his review letter, and also that Vehicle Repair and Maintenance and Outdoor Storage are listed under both permitted and conditional uses. They are permitted uses in the HC district and therefore should only be listed there. Roffers noted that in addition to the deed restrictions, all sites would be subject to Town design review as well. There was discussion about how to handle lot 3 that is proposed to be purchased by Paul Davis Restoration. The proposed rezone map proposes it for General Commercial zoning, the same as Paul Davis' existing lot that is adjacent. Calkins said the regional stormwater system is designed to handle only pre-construction flow from lot 3, and the regional sewer system is not designed to accommodate this lot. Wade Huston said the proposed lot layout was what was agreed upon with Paul Davis Restoration. In response to a question from Slager, Roffers offered his opinion that if Paul Davis Restoration wants lot 3 (and their current lot) to be zoned HC, those lots should be subject to the same deed restrictions as the other HC lots in the proposed plat. Slager said he was not aware of the possibility of regional stormwater and sewer systems until recently, and advocated that it would make more sense to have lot 3 utilize regional systems, and would make more of that site usable without on-site stormwater facilities. Consensus

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among the Commission members and staff was that the matter is between the two parties and not up to the Town. Calkins said he received the draft traffic study today. The biggest concern is at the intersection of North Star Road and US Hwy 12/18, which the study suggests may be inadequate today- left turn lanes there may be part of an interim solution with different long-term options. Roundabouts may be called for at the CTH N intersections with the US Hwy 12/18 ramps and at Natvig Road, but those may not be necessary for 20-30 years. It was noted that the new road is proposed with an 80' right-of-way width, while Town ordinance only calls for 70'. Consensus among Commission members was to go with 70'. Calkins noted that in case the regional sewer system fails, each lot will have a site reserved for a mound system. Roffers suggested that the covenants associated with the regional system require each owner to maintain sufficient area for such fallback systems.

MOTION by Hampton/Muehl to recommend approval of the rezone from RM-16, GC and LC to create 72.5 acres of Heavy Commercial, 4.0 acres of General Commercial, 3 acres of UTR and 11.9 acres of NRC, as indicated on the rezoning map exhibit, to support a commercial subdivision, with deed restrictions modified as noted by Roffers. **MOTION CARRIED 6-0.**

- 7) Wade Huston, petitioner, Skar Pitt LLC, property owner: Preliminary plat review for a 7-lot commercial subdivision at the northeast quadrant of C.T.H. N and USH 12/18 (Ironstone Commercial Park): Most of the discussion about the plat occurred under the rezone above.
- 8) Consider adoption of Resolution 2025-11-26 Recommending Conditional Approval of the Preliminary Plat of Ironstone Commercial Park: **MOTION** by Anders/Hampton to adopt Resolution 2025-11-26 Recommending Conditional Approval of the Preliminary Plat of Ironstone Commercial Park, adding the following to item 1. r.: *except that the new road right of way shall be 70 feet wide.* **MOTION CARRIED 6-0.**
- 9) ADJOURNMENT: **MOTION** by Eickhoff/Hampton to adjourn. **MOTION CARRIED 6-0.** The meeting ended at 8:56 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer

Approved 01/28/2026

PAUL DAVIS RESTORATION – LOT 3 SUMMARY FOR PLAN COMMISSION

Request for Direction on Zoning, Stormwater, Septic, and Access

Property Owner: Craig Slager – Lot 3

Meeting Date: Town Plan Commission – November 26, 2025

1. Zoning Alignment

The current Skaar Pit proposal zones all business park lots Heavy Commercial (HC) except the expanded Paul Davis lot, which remains General Commercial (GC).

The Town Planner’s memo notes that the Town’s design review process and proposed deed restrictions already manage HC uses effectively.

Request:

Consistent zoning across all lots.

Zoning Lot 3 as HC provides uniformity and aligns with the Town’s planned Commercial Development Area.

2. Stormwater Management

Dane County Land and Water staff have indicated some potential need for Lot 3 to be included in regional systems.

I am prepared to proceed independently with a one lot CSM and my own stormwater plan if needed. But the most consistent long-term approach is integration into the regional system.

Request:

Town support for including Lot 3 in the regional stormwater design, or clear direction if proceeding independently is preferred.

3. Septic and Sanitary Systems

The business park proposes a common mound system serving all lots except Paul Davis.

Including Lot 3 in the shared system creates a cohesive development and avoids unnecessary duplication.

Request:

Town preference regarding including Lot 3 in the shared sanitary system versus an independent system.

4. Driveway and Access

The Town Planner's memo identifies future access restrictions on Highway N and notes potential adjustments to the existing Paul Davis driveway.

My intent is to eliminate the current Highway N driveway entirely and access the property only from the new public road. This aligns with safety, traffic, and long-term circulation objectives.

Request:

Town confirmation that access for Lot 3 should occur exclusively from the new road, and that the existing driveway can be removed.

5. Path Options

Two viable routes exist:

Option A – Integrated:

Lot 3 included in the plat with unified zoning, stormwater, septic, and road access.

Option B – Independent:

Lot 3 proceeds as a one lot CSM using its own stormwater/septic systems and driveway access.

Request:

Town guidance on which option best aligns with the Town Plan and the design goals for this commercial development area.

Thank You,

I appreciate your time and consideration.

Craig Slager

President – Paul Davis Restoration of South-Central Wisconsin

cslager@pauldavis.com | 608-235-6118

TO: Town of Cottage Plan Commission

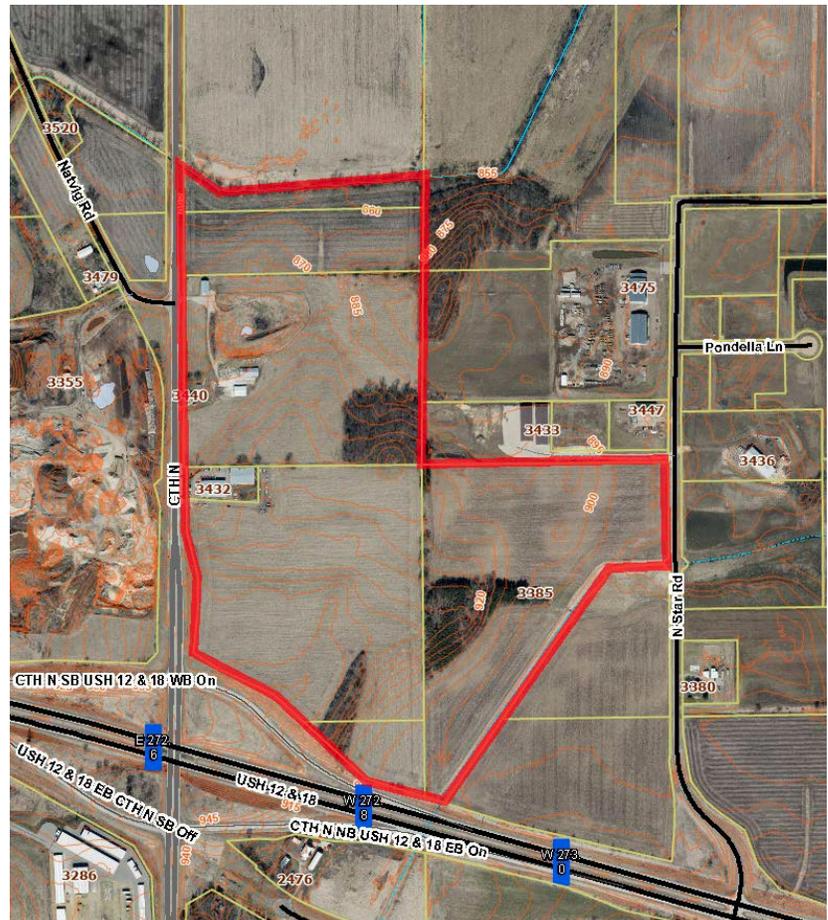
FROM: Mark Roffers, Town Planner

DATE: November 19, 2025

RE: Skaar Pit (Huston) Business Park Rezoning, Preliminary Plat, Certified Survey Map (CSM)

I reviewed the following submittals, together making up the latest plans for this proposed business park, the bounds of which are outlined in red on the map below:

- Town Petition for Change of Land Use, 10/29/25
- County Rezoning Petition and Attachments, Skaar Pit LLC property, 11/13/25
- County Rezoning Petition and Attachments, Everson property, 11/13/25
- Cover letter from Snyder & Associates, 10/15/25
- Everson CSM, 9/18/25
- Preliminary Plat of Skaar Pit, 10/16/25
- Preliminary engineering plan set, 9/22/25
- Preliminary stormwater management plan (inc. wetland delineation), 10/9/25
- Preliminary soil test report, Skaar Pit site, 9/16/25
- Soil test report, Paul Davis site, 7/11/24
- Traffic operations memo, 10/9/25
- Preliminary site plan exhibit, 10/15/25
- Proposed deed restrictions, 10/30/25



- Endangered resources preliminary assessment, 6/3/25
- Plants favored by Rusty Patched Bumblebee, 10/30/25



My review of these submittals or from the perspective of the Town Planner. See the Town Engineer's separate comments. My comments on this rezoning, preliminary plat, and CSM submittal are as follows:

1. Relationship to Town Plan: This proposed business park is consistent with and advances the Town Comprehensive Plan. It has potential to result in significant tax base growth, also with additional infrastructure, service, and maintenance expense. The Town Plan advises this property as part of a larger planned "Commercial Development Area" as detailed in the attached Conceptual Rural Business Park Development Plan map. Detailed comments relative to the Plan are as follows:
 - a. Figure 9 of the Comprehensive Plan suggests land uses "that emphasize storage (particularly outdoor storage) and outdoor display and activities should be minimized." Per the attached Plan map, some more interior parts of this proposed development are indicated as acceptable for larger outdoor storage yards (brown) due to lower highway visibility. The applicant has proposed the attached deed restrictions to address impacts associated with outdoor activities, including that outdoor *storage* would require a conditional use permit, could not be located within 200 feet of any highway, would be screened from all streets and highways, and cannot be the sole use without a building.
 - b. The applicant wishes to make it clear that outdoor *display* of equipment and vehicles for sale or lease may be important to one or more businesses. The applicant has therefore included provisions in the deed restrictions to provide for outdoor *display*, so that "display" areas are kept neat and do not change into "storage" areas without meeting outdoor storage screening and other requirements. There is a glitch in the proposed deed restrictions though—provisions e. viii. through xii. ought to be removed.
 - c. GC and HC zoning districts are listed among the "typical implementing zoning districts" for the Town's planned "Commercial Development Area". The applicant has proposed HC zoning for all business sites except for the expanded Paul Davis site, which would essentially remain zoned GC. The Town Plan also advises that the Town will sometimes limit the range and scale of land uses through deed restrictions. The applicant's proposed deed restrictions, combined with the Town's design plan approval process and requirements, should address any remaining concerns with HC zoning.
 - d. The Town Plan suggests a future public road extending from North Star Road through this proposed development area, to connect to Highway N at Natvig Road, which is exactly what is proposed here. This will be a tremendous improvement for business marketing and success, traffic movement, and public safety.

- e. The Town Plan also suggests potential for a secondary road connection to the northeast (labeled “ROAD E (if necessary)” on attached map) to connect at the northern “bend” of North Star Road, through parcel 071128482510 (Larry Skaar). Referring to features shown on the preliminary plat map, this potential road would have to weave among a wooded, steep sloped drumlin and a floodplain to its immediate north. As a second “N-to-North Star” road connection, it would also seem to have limited additional value for business marketing and success, traffic movement, and public safety. I advise this secondary road connection not be required.
2. Secondary Zoning Matters: In addition to the HC/GC zoning requests for the business park lots, the current zoning proposal suggests rezoning the eastern stormwater Outlot 1 to NR-C (Natural Resource – Conservation), the proposed common waste treatment Outlot 2 to UTR (Utility, Transportation, and Right-of-Way), and the proposed Everson CSM Lot 2 (intended mainly for stormwater management) also to UTR. Each of these zoning districts allows the intended uses. My minor concern is whether the UTR opens up CSM Lot 2 to any unwanted potential future land uses, like “utility services” (permitted use under County zoning ordinance) and “transportation, utility, communication or other similar uses, not required by law” (conditional use). I recommend either restricting against either of these potential uses for the CSM Lot 2/UTR zoning area with the Everson rezoning approval, or instead NR-C zoning for that lot.
3. Sanitary Waste Treatment:
- a. The proposal furthers the idea of group/community wastewater treatment system, serving all the development except the Paul Davis lot. A gravity sanitary sewer interceptor is proposed to serve all lots in the development, leading to a common mound/drain field near the north edge of the development within Outlot 2.
 - b. The applicant has submitted soil tests for the Outlot 2 area to demonstrate that a mound system will work there. On the preliminary site plan, each proposed lot has a backup location for its own mound system, should the common treatment system arrangement break down in the future. It is not clear whether soil tests support these alternative system locations as of yet, which probably should be verified with final platting. The Town’s Plan requires would plat adjustments where necessary to achieve a non-holding tank solution for all lots.
 - c. The Town’s Land Division regulations require that “[p]rior to final [plat] approval, confirmation that the site is suitable for a private onsite wastewater treatment system in compliance with Wisconsin Admin. Code Ch. SPS 3ffi and 385, and any other applicable Department of Safety and Professional Services or Department of

Natural Resources administrative regulation, shall be provided.” I advise that this be a condition of preliminary plat approval.

- d. Also, with final platting, the applicant should specify through restrictive covenant or otherwise the legal mechanism to address the ongoing private ownership and management of the entire common sanitary waste treatment system.
- e. None of the above comments should be interpreted to suggest any opposition to the proposed common waste treatment system—it is an innovative approach that provides a reasonable substitute for the public sewer system explored and ultimately rejected for this area in recent years.

4. Environmental Assessments:

- a. The submittal includes assessments of wetland, floodplain, shoreland, and woodland impacts, which appear manageable.
- b. No portions of development sites contain hydric soils, which bodes well for their development and non-reliance on holding tanks.
- c. The WDNR Natural Heritage Inventory for the property indicates the project overlaps the Rusty Patched Bumblebee High Potential Zone. The applicant submitted a list of favored plants, indicated that the use of native plantings in the bioretention basins qualifies as a Bumblebee conservation measure, and indicated that many different native plant species from the list will be used in and around the stormwater infiltration basins. A detailed planting plan should be included with the final plat/final stormwater management plan, and should draw from among these plantings. Not extending the secondary/northern road from North Star Road may also help preserve habitat via the adjacent wooded drumlin.

5. Traffic Impact Analysis (TIA)/Highway Improvements:

- a. In consultation with the Viney business park engineer, Town, County, and WisDOT representatives, the applicant’s engineer is preparing a TIA to project traffic and identify what improvements to highway intersections and segments may be required. To the extent that highway or intersection improvements are required, associated engineering design and responsibility for construction and funding will need to be assigned.
- b. The TIA process is proceeding in parallel with the rezoning and platting process. The applicant has provided a “Traffic Impact Analysis – Traffic Operations” memo so far, which includes existing and projected traffic volumes and preliminary recommendations.
- c. For the USH 12/18 and North Star Road intersection, the memo advises construction of left turn lanes along USH 12/18 to improve safety, which seem to be advised

based on existing traffic alone. The memo also advises future consideration to construct a restricted crossing U-turn intersection along 12/18 in this location, with a cross-over constructed east of that intersection for northbound traffic to turn around and the Highway 12/18/N interchange utilized for any southbound traffic. An illustration of this potential future improvement concept would be appreciated.

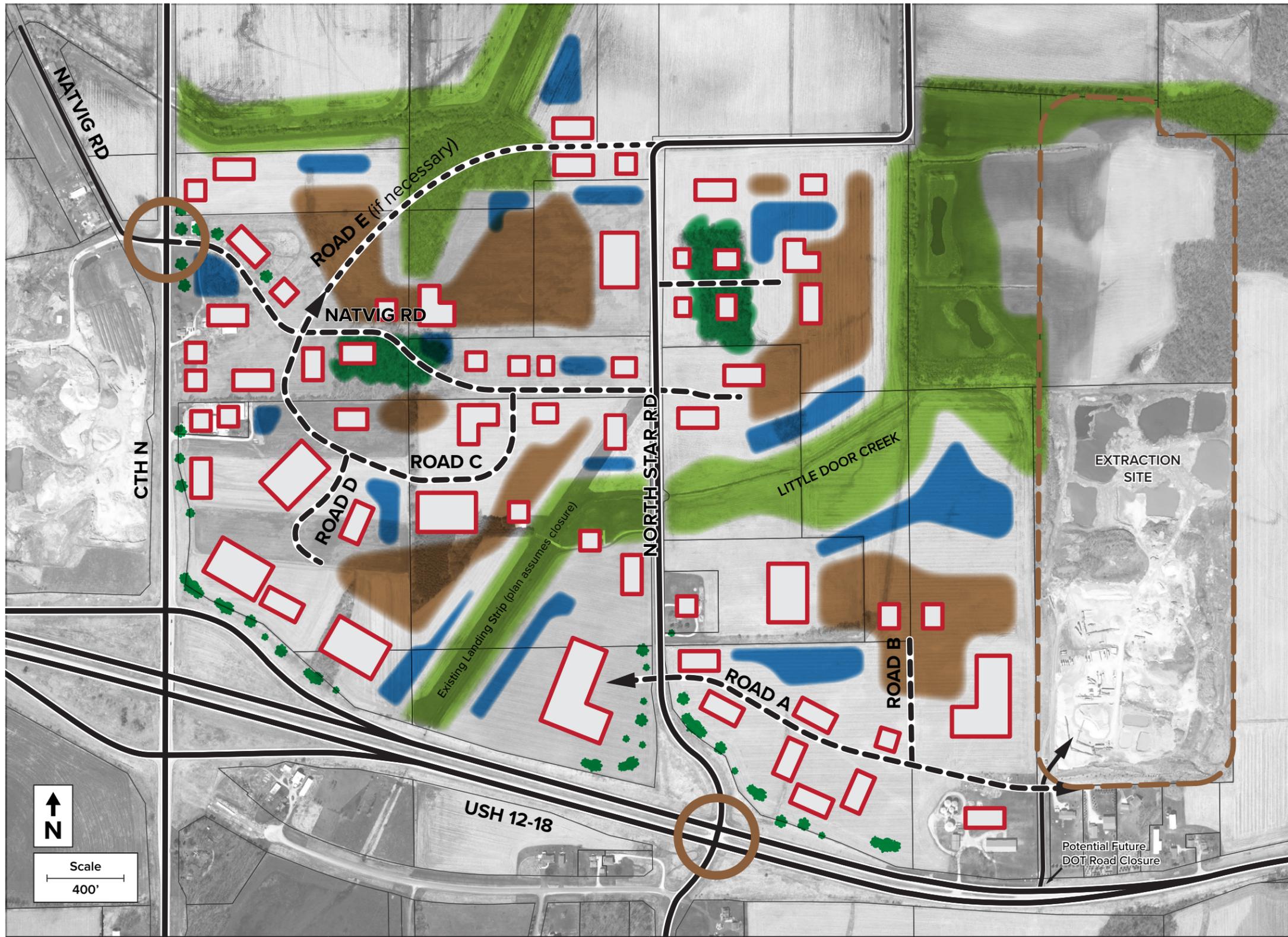
- d. Another preliminary recommendation in the memo includes roundabouts at each of Highway N intersections with Natvig Road and the Highway 12/18 ramps.
 - e. The memo suggests that one driveway access could be possible along Highway N, located approximately 1,000 feet from both the Natvig Rd and USH 12/18 Westbound Ramp intersections without impacting operations at either intersection. This appears to relate to the Paul Davis driveway.
 - f. As authorized by the Town's Land Division regulations, preliminary plat approval should be conditioned on WisDOT and County approval of the final TIA and associated improvement designs, and a development agreement(s) assigning responsibility for the required improvements.
6. Everson CSM Comments: The CSM should include a note that describes what must be set back 75 feet from the wetland on Lot 2—presumably, including all buildings and other impervious surfaces (including gravel). The surveyor's certificate should also certify that the surveyor has met requirements of the Town's Land Division regulations.
7. Final Plat Design Matters: As this project evolves to the final plat stage, the following plat-related matters should be resolved:
- a. The boundary between plat Outlot 2 (group treatment mound/drain field) and CSM Lot 2 (stormwater management, etc.) varies between the preliminary plat/rezone exhibit/CSM and the preliminary engineering plans. This minor issue should be reconciled with the final plat. Resolution could either involve reconfiguring all of the stormwater facilities to be fully in CSM Lot 2, or by final platting a separate outlot covering that "eastern finger" area if stormwater facilities continue to be advised there. Then, if mutually agreed, CSM Lot 2 and the "eastern finger" land could be transferred to the Town (see below), leaving the western bulk of Outlot 2 in private hands.
 - b. Stormwater accessing CSM Lot 1 should be addressed in an easement(s) provided across Outlot 2 on or within the final plat. Maintenance access to the stormwater basins in CSM Lot 1 will also need to be assured.
 - c. The ownership and management of Outlot 2 should be resolved with the final plat, assuming the Town does not wish to maintain the private waste treatment system.

Similarly, the final plat—or some parallel easement document with reference on the plat—should provide an easement across lots for the private sewer line to Outlot 2.

- d. Per recent practice in multi-lot developments with public streets, my opinion is that stormwater outlots should be indicated as “dedicated to public for stormwater management.” This should also apply to CSM Lot 2 in some way, such as through deed transfer later. It would be the responsibility of the developer to improve each of these stormwater facilities including appropriate vegetation before the Town would accept them. State law requires developer stormwater maintenance until 80% of the lots are sold and a professional engineer has certified that each stormwater facility is in proper working condition, construction sediment has been removed and required plantings are fully-established and reasonably free of invasive species.
- e. The engineering plans suggest construction of a retaining wall near the north line of the expanded Paul Davis lot, seemingly of around 15 feet in height. The need for such a retaining wall versus a grading plan change should be further explained and explored. If the wall is kept, construction and maintenance details and responsibilities for the wall should be made clear with the final plans and covenants.
- f. The preliminary plat suggests a 42 foot setback along Highway 12-18, aligning with my understanding of WisDOT setback rules in Dane County. WisDOT will likely require more detail on the final plat.
- g. The preliminary plat includes new vehicular access restrictions to Highways N and 12/18. The driveways to the farmstead to its north would either be removed or replaced with the new public Road at the Natvig/N intersection. The plat appears to suggest a slight relocation or widening of the driveway to Paul Davis along N, which may come up in TIA review. In any case, the final plat should be clear on the agreed status of that access or accesses.
- h. It is possible that the County may seek additional right-of-way for Highway N, particularly north of the Paul Davis lot, but that would likely reveal itself from the TIA and its review.
- i. The applicant’s engineer reports that Oremus 3447, LLC has agreed to dedicate the northern 33 feet of the proposed 80 foot road right-of-way, which will allow that owner to eliminate the existing long gravel driveway currently serving the buildings in that development. This “win” should be reflected on the final plat, either by having Oremus 3447, LLC as a plat signer, or by having the land transfer occur before final platting.
- j. The proposed road through this plat exceeds the Town’s minimum “neighborhood connector” road standards. It is proposed to have an 80-foot-wide right-of-way (70 feet is Town minimum), a 34 foot pavement width (30 feet is Town minimum), and a 3 foot

gravel shoulder on each side (Town requires shoulder, but not graveling). To meet Town standards, final plans should stripe bike/ped lanes near both pavement edges. Also, with the final plat, the applicant should verify a maximum curve radii of 150 feet and maximum grade of 8% to meet associated Town Land Division regulations.

- k. The new road should be named on the final plat. "Natvig Road" initially seemed an obvious choice. However, the generally north-south orientation (and addressing) of existing Natvig Road to the west, and the fact that it intersects twice with Highway N, suggests a different name through this plat. A different name may also assist with wayfinding and more easily facilitate east-west addressing in this development.
 - l. The Town's Land Division regulations suggest that "double frontage and reverse frontage lots shall be prohibited except where necessary to provide separation of residential development from through traffic or to overcome specific disadvantages of topography and orientation." I recommend approval of double frontage lots in this plat, as there does not seem to be a viable alternative because of highway access restrictions.
 - m. The Land Division regulations require that "adequate easements, as determined by the Town Engineer, shall be provided and dedicated on each side of all rear lot lines, and on side lot lines where necessary, for the installation of storm and sanitary sewers, gas, watermains, electric lines, telephone and cable television communication lines." Such easements should be indicated on the final plat, following circulation to utility providers.
 - n. The regulations also require that, where electric or communications facilities or both are to be installed underground, a plat restriction shall be recorded with the final plat or stating that the final grade within the utility easement shall not be altered by more than six inches by the subdivider, his agent, or be subsequent owners of the lots on which such utility easements are located, except with written consent of the utility or utilities involved. This restriction should probably also apply to sanitary and storm easements.
 - o. Responsibility for removal of the existing bridge across the drainageway and existing buildings on all lots should be specified on or with the final plat.
8. Next Steps: Following rezoning and preliminary platting, the project may move to the final plat stage, which should be preceded by continued TIA preparation and review progress. The final plat stage includes provision for a development agreement, security for public improvements such as a letter of credit, submittal of full sets of engineering and stormwater management plans, and preparation and recording of covenants. Following platting, Town design review will be required for building development on any of the lots, per Section 12.08 of Town ordinances. Following the transfer of proposed Lot 3 to Paul Davis, it should be combined by CSM with the existing Paul Davis lot.



LEGEND

-  Commercial/Light Industrial Conceptual Building Footprints
-  Larger Outdoor Storage Yards Allowed
-  Existing Roads
-  Conceptual Future Roads
-  Conceptual Stormwater Management Areas
-  Conceptual Resource Protection Corridors
-  Woodland Retention and Landscape Emphasis Areas
-  Business Park Gateways (entry signage, landscaping)

For permissible and recommended land uses, and for development design standards, see:

- Town Design Review Ordinance (Section 12.08 of Town Code)
- Applicable Land Division Ordinances (including Chapter 15 of Town Code and Chapter 75 of Dane County Code)
- Figure 8 of Town Comprehensive Plan Vision and Directions Volume (Commercial Development Area Purpose and Policies)
- Program to “Focus Commercial Development at the Highway 12/18/N Interchange Area” in Comprehensive Plan Vision and Directions Volume
- County Zoning Ordinance (Chapter 10 of County Code)
- County Erosion Control and Stormwater Management Regulations (Chapter 14 of County Code)

**CONCEPTUAL RURAL BUSINESS PARK DEVELOPMENT PLAN
HIGHWAYS 12/18/N INTERCHANGE—NORTHEAST QUADRANT
TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN
DANE COUNTY, WISCONSIN**

OCTOBER 2021



November 21, 2025

Ms. Kim Banigan
Town Clerk
Town of Cottage Grove
4058 C.T.H. N
Cottage Grove, WI 53527

Subject: Proposed Skaar Pit Development Preliminary Plat Review

Dear Kim:

We have received the Preliminary Plat submittal for the proposed commercial development located on the east side of CTH N, just north of STH 12/18, called Skaar Pit. The documents are dated at various points in mid-October and were received on October 28, 2025. We have completed a review of the engineering and infrastructure aspects of the submittal. There are a number of items, in part listed below, that should be satisfactorily resolved before preliminary plat approval.

Preliminary Plat

The preliminary plat document includes all of the items required by ordinance.

There are several outlots proposed to accommodate regional stormwater management and community septic systems. These should be labelled with their intended purpose and it should be determined who will own and maintain these areas in the future.

Easements will be needed to accommodate the public storm sewer piping and private sewer piping that crosses lots and outlots.

The plat shows public utility easements along each lot line. We recommend these be amended to be “drainage and utility” easements.

The swales will require driveway culverts. Plat notes should call out who is responsible for maintenance and future replacement of culverts (the Town or individual property owners). In addition, sizing calculations should be submitted.

Construction Plans

Five of the parcels are proposed to utilize a sanitary sewer system that discharges to a communal septic facility. We assume the sewer would be a private system (not owned or maintained by the Town). Separate permitting from DNR and DSPS will be needed for both the collection system and septic system.

The contours indicate the new connection with N. Star Road will meet the site distances requirements but should be verified.

Stormwater Management and Traffic Control

Separate approval will be needed from Dane County for erosion control/stormwater management, connecting to CTH N (TIA required), and possibly DOT due to proximity to USH 12 and association with Viney's Development.

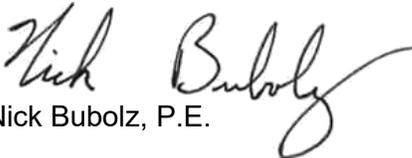
In particular, there are several existing safety concerns at a number of the adjacent intersections that will be amplified by this proposed development and the adjacent Viney Acres development.

In addition, the stormwater report indicates that a snout and bio-skirt configuration will be used to address oil and grease controls in stormwater runoff. That should be noted in the preliminary construction details.

To properly maintain the stormwater devices adjacent to Outlot 2, an easement or modifying the Outlot to accommodate access off the "Proposed Road" will be required.

Please feel free to contact us with any questions or comments regarding this review.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Nick Bubolz, P.E.

cc: Mr. Steve Anders, Town of Cottage Grove (*via email*)
Mr. Dan Dresen, Town of Cottage Grove (*via email*)
Mr. Mike Calkins, P.E., Snyder & Associates (*via email*)

NRB:brb