

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, March 14, 2018

MINUTES

1. Call to order

The regular meeting of the Plan Commission for March 14, 2018, was called to order by Village Clerk Lisa Kalata at 6:30 p.m.

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

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: Don Brinkmeier, Mick Conrad, Jennifer Pickel, Melissa Ratcliff. Jack Henrich, Phyllis Jones-Morrison and Fred Schulze were absent and excused. Staff members present were Village Administrator Matt Giese, Village Planner Erin Ruth, Village Clerk Lisa Kalata, Village Engineer Mike Maloney, Public Works and Properties Director JJ Larson and Village Attorney Leighton Boushea.

Motion by Conrad to nominate Jennifer Pickel as Chairman Pro Tem for the March 14, 2018 Plan Commission meeting, seconded by Brinkmeier. **Motion** carried with a voice vote of 4-0-0.

3. Pledge of Allegiance

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*

None

5. Discuss and consider the minutes from the Plan Commission meeting of February 14, 2018.

Motion by Conrad to approve the minutes from the February 14, 2018 Plan Commission meeting, seconded by Ratcliff. **Motion** carried with a voice vote of 3-0-1 with Brinkmeier abstaining.

6. PUBLIC HEARING to gather input from the public regarding an application for a Preliminary Plat, Rezoning, and potential Conditional Use Permit for the proposed 37.9 acre Parkside Ridge subdivision to be located west of Vilas Road, across from Bakken Park.

Pickel called the public hearing to order at 6:36 p.m.

Brian Arcand from Snyder & Associates was present to give a brief overview of Parkside Ridge subdivision off of Vilas Road. There will be 15 single family lots, with an outlot for stormwater management. Ruth then explained the staff report and the 19 conditions for the Preliminary Plat, one condition for the rezoning and 3 conditions for the Conditional Use permit application. Maloney gave a brief overview of the project review for the Preliminary Plat. Conrad questioned if the lots meet the 50 ft. requirement along the cul-de-sac. It was indicated by the applicant that they do meet that requirement and they are 50 ft. wide. Kris Hampton- 3320 County Rd N Town of Cottage Grove, with the following concerns:

1. Limited number of North-South roads in the Village and Township.
2. Driveways on Vilas Road.
3. Speed and safety concerns on Vilas Road.
4. Maintenance on shared driveway, so that emergency services can access if needed.
5. Water run off concerns with the slope of the property.

Pickel closed the public hearing at 7:08 p.m.

7. Discuss and consider approval of a Preliminary Plat application for the proposed Parkside Ridge subdivision.

Brinkmeier commented that he does not have a problem with RH zoning. Conrad commented that his concern is with the increase of traffic on Vilas Road and the access points onto Vilas Road. Maloney indicated that they have looked at this and they could put a second lane in if and when that is

needed, but does not see the traffic getting to that point. Conrad also questioned the driveway being so close, if that is an issue. Maloney indicated that they do have the turnarounds on each lot and the driveways will be 125 ft. apart, so there is no concern with the driveways that align Vilas Road. Conrad also commented on the zoning to allow for horses on the larger lots and the concern with the amount of manure that this will produce and potential contamination to the waterways. Tim Olsen indicated they are fine with the rezoning to be SR-4 for all of the lots, then this concern will be eliminated. Conrad stated that he will support the Preliminary Plat at this stage but may not support it at the Village Board. **Motion** by Brinkmeier to approve the Preliminary Plat for the proposed Parkside Ridge subdivision with the conditions indicated in the Staff report and review from MSA, seconded by Pickel. **Motion** carried with a voice vote of 4-0-0.

8. Discuss and consider approval of a rezoning application for the proposed Parkside Ridge subdivision, to apply SR-4 (single-family residential), RH (rural holding), and Park & Open Space zoning to the lots within the subdivision.

The applicant indicated that they are fine with the complete subdivision being zoned as SR-4. **Motion** by Pickel to approve the rezoning of the proposed Parkside Ridge subdivision as SR-4 and the rezone does not take effect until the final plat is recorded, seconded by Brinkmeier. **Motion** carried with a voice vote of 4-0-0.

9. Discuss and consider approval of a Conditional Use Permit application to permit proposed Lots P-3 through P-7 within the Parkside Ridge subdivision to be between 1 and 35 acres in size.

This item is no longer necessary because the rezone is going to be SR-4 for the complete proposed subdivision.

10. Discuss and consider initial public participation questions to be placed on Polco internet survey website for the Comprehensive Plan update.

Ruth explained the Staff report and the sample questions that could be placed on Polco. Brinkmeier indicated that we need some kind of dialogue for the growth question so there is an understanding of residential and commercial growth. Ratcliff asked what are we trying to ask and what are we trying to do with the information. Giese indicated that we could add information from surrounding communities on their growth in comparison to the Village. Conrad indicated to get the retail growth we need to have higher traffic counts. **Motion** by Brinkmeier to direct staff to ask question 4 and 5 as indicated in the staff report, seconded by Ratcliff. **Motion** carried with a voice vote of 4-0-0.

11. Update on Community Development Authority's discussions regarding the creation of new Tax Increment Financing (TIF) districts.

Ruth gave an update on the progress the CDA is making with the creation of new TIF districts. This will be going to the Village Board on Monday. The areas that are being looked at are West Cottage Grove Rd, an Overlay with Horizon property across the road from Village Hall and land north of I-94. Brinkmeier commented that this makes him nervous to put this money out there if the business is not sustainable. Ruth indicated that the projects would mostly likely be a pay as you go scenario. Conrad indicated that there would be a developer agreement and that will address how the increment will be allocated so there will be little risk to the Village.

12. Comments from commission members

No comments

13. Future agenda items

Comp Plan discussions
Progress with TIF Districts
Final Plat for Parkside Ridge

14. Adjournment

Motion by Ratcliff to adjourn at 7:57 p.m., seconded by Brinkmeier. **Motion** carried with a voice vote of 4-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: April 11, 2018

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.