

**VILLAGE OF COTTAGE GROVE**  
**PLAN COMMISSION**  
**Tuesday, October 1, 2019**

**MINUTES**

**1. Call to order**

The Plan Commission meeting for October 1, 2019 was called to order by Village President John Williams at 6:31 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: John Williams, Don Brinkmeier, Kyle Broom, Alex Jushchyshyn, Jennifer Pickel, Melissa Ratcliff, Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese and Village Clerk Lisa Kalata.

**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 September 11, 2019.**

**Motion** by Pickel to approve the minutes from the September 11, 2019 Plan Commission meeting, seconded by Jushchyshyn. **Motion** carried with a voice vote of 7-0-0.

**6. Discuss and Consider A Request from Craig Frank for Approval of a Precise Implementation Plan for Cottage Grove Commons, a Mixed Use Planned Unit Development to be Located on a Portion of Parcel #0711-042-9501-9, on the Southwest Corner of Highway N and Gaston Road.**

Craig Frank, Corey Frank and Mike Calkins were present to give a brief update on the mixed use proposed project. Mike Calkins explained that they changed the outside parking as they have added 30 more inside parking space and moved some the parking on the north side to the south side of the multifamily building. They also added the turn lane onto N. Windsor Ave and changed the end of the street to accommodate the turnaround for emergency vehicles. Samples of the color scheme and materials were provided. Ruth indicated that staff recommend approval with conditions in reports. Ruth also indicated that the Huston’s suggested a disclosure letter on the quarry is given to the potential buyers of the condos and asked that the village receives a draft of the letter. Ruth would also like to add a 11<sup>th</sup> condition that approval is contingent upon approval of the Comprehensive Plan calling the location out as a mixed-use area. David Morrow-4667 Meadowlark St was present to address concerns with the traffic flow on Gaston Road and County N at the peak times of 6 am to 8 am of his business. He also wanted to know what the longer-term impact may be on his business if there are traffic issues and how it would be corrected. Giese indicated that they have done traffic studies and the intersection was built to handle future development in this area. Jushchyshyn indicated that Public Works and Properties would be the committee to work through if traffic light issues are happening. **Motion** by Jushchyshyn to approve the Precise Implementation Plan for Cottage Grove Commons, with staff recommendations, seconded by Pickel. **Motion** carried with a voice vote of 7-0-0.

**7. Discuss and Consider A Request from Craig Frank for Approval of a Certified Survey Map to Divide Existing Parcel #0711-042-9501-9 into Four Lots and Dedicating 0.6 acres to the Public for Street Right of Way and 1.23 acres as an Outlot.**

**Motion** by Ratcliff to approve a Certified Survey Map to divide existing parcel #7011-042-9501-9 into four lots and dedicating 0.6 acres to the public for street right of way and 1.23 acres as an outlot with adjustments that may be needed, seconded by Pickel. **Motion** carried with a voice vote of 7-0-0.

**8. Discuss status of Conditional Use Permit for Farris Brothers Auto, located at 212 W. Cottage Grove Road.**

Ruth explained that Gerard and Jon Farris were present to discuss options to find a permanent solution to the number of vehicles and condition of the cars on the lot. Ruth then showed a plan of a potential solution to pave the back-parking lot and fence the area so it would not be visible and to add landscaping in some of the front area. Gerard indicated that the business has grown into more of sales and sometimes they must wait for vehicles to be moved. They have also talked about taking out the two smaller buildings on the property and building a new sales area. Williams indicated that a phased approach may work to improve the property. Brinkmeier indicated that getting the back area done and put fencing up would help and agreed with the phased approach to property improvements. Ruth indicated that they could look at two different plans and move toward getting the property in compliance with the conditional use permit. Ratcliff asked if the fence was something that could be done yet this year, which Gerard and Jon indicated that they could get the fence in this year.

**9. Future Agenda Items**

The next meeting will be a joint meeting with the Village Board on October 21<sup>st</sup>.

**10. Adjournment**

**Motion** by Pickel to adjourn at 7:28p.m., seconded by Jushchyshyn. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: November 13, 2019

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