

TOWN OF COTTAGE GROVE

PLAN COMMISSION

January 23, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Silvin Kurt, Kris Hampton, Steve Anders, David Muehl, Kristi Williams, Phillip Bultman, and Wilmer Larson in attendance. A list of other attendees is available in the Clerk's office.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of the December 26, 2012 meeting: **MOTION** by Hampton/Anders to approve the December 26, 2012 minutes as printed. **MOTION CARRIED 7-0.**
4. Public Concerns: None.
5. 1879 Meadow View Lane – Sanford & Vicki West, owners, parcel 0711-024-8192-0: Rezone for compliance of existing structures requires: .09 acres from RH-3 to A-2 (2), 1.91 acres from A-1EX to A-2(2), .02 acres from A-1EX to A-4, and 12.36 acres from A-1EX to A-4: **MOTION** by Hampton/Anders to recommend approval of the rezone as requested. **MOTION CARRIED 7-0.**
6. Parcel 0711-151-8002-0 on West Ridge Road – Craig Ball, owner: Rezone of 30.32 acres from A-1Ex to A-4 for zoning compliance: **MOTION** by Anders/Williams to approve the rezone as requested. **MOTION CARRIED 7-0.**
7. 1888 Nora Road, Royal Oak Engineering, applicant, James, Nola and Neli Skaar, owners, parcel 0711-261-9775-0: Rezone of 5.10 acres from RH-2 to 3.0 acres RH-1 and 2.1 acres A-1EX: Eric Sandsness of Royal Oak Engineering provided a new zoning change request map with the road right-of-way dedication already in place and slight adjustments to the size of the areas to be rezoned. **MOTION** by Hampton/Kurt to approve the rezone of 5.103 acres from RH-2 to 3.11 acres RH-1 and 1.993 acres A-1EX. **MOTION CARRIED 7-0.**
8. Discuss/Consider input to the Dane County Chapter 10 Task Force regarding ideas for new priority zoning ordinance improvements: No input provided.
9. ADJOURNMENT: **MOTION** by Hampton/Larson to adjourn. **MOTION CARRIED 7-0.**
The meeting was adjourned at 7:17 P.M.

Submitted by: Dave Muehl

Approved 4-24-2013

TOWN OF COTTAGE GROVE

PLAN COMMISSION

April 24, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Silvin Kurt, Kris Hampton, David Muehl, Kristi Williams, and Phillip Bultman in attendance. A list of other attendees is available in the Clerk's office.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of the January 23, 2013 meeting: **MOTION** by Williams/Bultman to approve the January 23, 2013 minutes as printed. **MOTION CARRIED 5-0.**
4. Public Concerns:
 - a) Art Voit, 2974 County Road BB, inquired about selling landscape materials on his property. Commission members thought that this use would be tough to place in either of his RH-1 or A-2 zoned parcels, and advised Voit to talk to Dane County Zoning.
 - b) Max Zukowski inquired about sub-dividing Greg Zukowski's 1.8 acre lot at 4281 Vilas Hope Road into two 0.95 acre lots. The lot is zoned R-1 but was created prior to 1/1/1981, and is adjacent to other smaller lots. Commission members did not think there would be a problem with this split.
5. 1889 Hubred Lane – Parcel 0711-234-9502-6 – Kim Hubred and Kae Uphoff-Hubred, owners: Seeking conditional use permit for 5 acres zoned A1-EX to allow for a Limited Rural Business (portable toilet and septic pumping business): The landowner asked to change the CUP area from 5 acres to ~ 0.8 acres (130' wide by 260' long), around a tobacco shed. Neighbors expressed their desire to have all porta-potties stored inside. **MOTION** by Williams/Hampton to recommend approval of the CUP for +/- 0.8 acres, conditional upon storage of all porta-potties in the existing tobacco shed or potential replacement. All findings of fact per DCCO 10.22(2)(b) were considered satisfied. **MOTION CARRIED 5-0.**
6. 3419 Vilas Road – Parcels 0711-321-8520-0, 0711-321-8970-6, 0711-321-8945-7 – John Dott, owner:
 - a) Rezone of 1.7 acres C-1 and .4 acres RH-1 to C-2 for expansion of current auto restoration business with CUP for caretaker's residence (Lot 2 on map).
 - b) Rezone of .3 acres RH-1 to RH-3 allow for sale to adjoining property owners Fred and Diane Goetz at 3437 Vilas Road, combining this with parcel 0711-294-9730-8 (12 acres zoned RH-3) and 0711-294-9740-6 (0.5 acres zoned A1-EX), resulting on a single 12.5 acre parcel zoned RH-3.
 - c) Remainder (1.9 acres) to be rezoned from RH-1 and C-1 to CO-1 (outlot 1 on map).

There were no public comments.

MOTION by Hampton/Kurt to approve the rezone of .3 acres of RH-1 to RH-3, conditioned on the sale of land to Fred & Diane Goetz. **MOTION CARRIED 5-0.**

MOTION by Hampton/Williams to recommend approval of:

Rezone of 1.9 acres from RH-1 and C-1 to CO-1, aka "Outlot 1"; and

Rezone of 1.7 acres of RH-1 and C-1 to C-2 for auto restoration business, including CUP for caretaker's residence - all findings of fact per DCCO 10.22(2)(b) were considered satisfied.

MOTION CARRIED 5-0.

7. ADJOURNMENT: **MOTION** by Hampton/Bultman to adjourn. **MOTION CARRIED 5-0.** The meeting was adjourned at 7:56 P.M.

Submitted by: Dave Muehl

Approved 7-24-2013

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JULY 24, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Silvin Kurt, Kris Hampton, Kristi Williams, Phillip Bultman and Wilmer Larson in attendance. David Muehl arrived at 7:25 P.M. Attorney Connie Anderson and Craig Pringle, P.E. with the WDOT were also present. A list of other attendees is available in the Clerk's office.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of the April 24, 2013 meeting: **MOTION** by Williams/Bultman to approve the April 24, 2013 minutes as printed. **MOTION CARRIED 5-0-1** (Larson abstained).
4. Public Concerns: Max Zukowski inquired again about sub-dividing Greg Zukowski's 1.8 acre lot at 4281 Vilas Hope Road.
5. County of Dane, Applicant, DPT Investments, LLC, owner – 3652 County Highway AB - rezone of 15.2 acres from RE-1 and B-1 to C-1, and Conditional Use Permit for 20.4 acres for governmental use by County of Dane: County Public Works Director Jerry Mandli presented information on the proposed facility:
 - 270 trips per day to the facility, with right-hand turn lanes on AB and Luds Lane. 700 trips when build out is complete.
 - Salt building with 10,000 ton storage.
 - Storm Water stored on site.

(Muehl arrived)

- Phase II will be additional Highway Department and Storage Buildings
- Two wells with septic system to start with.
- Facility to be surrounded by chain link fence.
- The Sheriff's offices in Pleasant Springs and Deforest will eventually be moved to this facility. There will be no long term jail cells.
- Water will be captured with underground storage tanks and re-used as much as possible.
- Compressed natural gas from the landfill will be used for heating and fuel for vehicles.
- Right-of-way to East hopefully to be preserved.
- Building may be "tilt-up" concrete.
- No cremations will be performed at the Medical Examiners office.

Questions:

- Anders asked how the proposed Highway 12 & 18 / County AB interchange will affect the plans – Pringle said that full answers are unknown at this time.
- Mike Niebuhr, 3124 Luds Ln., wondered about equipment backup alarms, and stated that he would like the buildings turned to keep noise abated. Several suggestions were presented, including turning all buildings around. Mandli said he would need to talk with the engineers about the possibility of turning the buildings.

(Break for Caucus)

- New ideas: will move highway building up to North East part of property, running East-West, to keep Niebuhr residence quieter. Mandli will get the plans revised, but Attorney Anderson

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PLAN COMMISSION
JULY 24, 2013

advised that the Plan Commission can provide conceptual approval tonight without the site plans being finalized.

MOTION by Hampton/Williams to conceptually approve the Phase 1 Master Site Plan, except with buildings to move as discussed this evening. New plan to be presented on August 14, 2013 for final action. **MOTION CARRIED 7-0.**

6. Election of Commission Chair and Secretary: **MOTION** by Anders/Larson for Silvin Kurt to continue as Chair. **MOTION CARRIED 6-0-1** (Kurt abstained). **MOTION** by Hampton/Anders for David Muehl to continue as secretary. **MOTION CARRIED 6-0-1** (Muehl abstained).

7. ADJOURNMENT: **MOTION** by Hampton/Anders to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 8:48 P.M.

Submitted by: Kris Hampton and Dave Muehl
Approved 8-28-2013

TOWN OF COTTAGE GROVE
PLAN COMMISSION
AUGUST 14, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Silvin Kurt, Kris Hampton, Steve Anders, Phillip Bultman, Wilmer Larson and David Muehl in attendance. Attorney Connie Anderson was also present. A list of other attendees is available in the Clerk's office.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. County of Dane, Applicant, DPT Investments, LLC, owner – 3652 County Highway AB - rezone of 15.2 acres from RE-1 and B-1 to C-1, and Conditional Use Permit for 20.4 acres for governmental use by County of Dane: Pam Dunphy, Assistant Commissioner of the Dane County Department of Public Works, presented revised plans and drawings:
 - A-101 Phase 1, including a Highway Department facility, fuel island, salt facility and Medical Examiner Facility.
 - A-102 Phase 2, including an addition to the highway facility, two storage facilities, and a Sheriff facility.
 - Construction would be over an 8 month period, beginning late in the fall of 2013 and continuing into the Spring of 2014.
 - All conditions as written by Attorney Anderson are acceptable to Dane County and Mike Niebuhr. At 3124 Luds Lane.

MOTION by Hampton/Anders to recommend approval of the rezone of 15.2 acres for County of Dane, Applicant / DPT Investments, LLC, owner – 3652 County Highway AB -from RE-1 and B-1 to C-1, and Conditional Use Permit for 20.4 acres for governmental use by County of Dane, as specified in Plan Commission Resolution 2013-08-14 Report and Recommendations to Town Board regarding Site Plan Review/Conditional Use Permit.. The finds of fact regarding the Conditional Use permit were reviewed and all deemed satisfied. **MOTION CARRIED 6-0.**

4. **ADJOURNMENT: MOTION** by Anders/Kurt to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 7:38 P.M.

Submitted by: David Muehl
Approved 8-28-2013

TOWN OF COTTAGE GROVE
PLAN COMMISSION
AUGUST 28, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Kris Hampton, Steve Anders, David Muehl, Phillip Bultman and Wilmer Larson in attendance. Attorney Connie Anderson was also in attendance.
2. Secretary David Muehl called the meeting to order at 7:00 p.m.
3. Approve minutes of the previous meetings:
 - a) **MOTION** by Anders/Bultman to approve the July 24, 2013 minutes as printed. **MOTION CARRIED 5-0.**
 - b) **MOTION** by Bultman/Anders to approve the August 14, 2013 minutes as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: Amy Fluke, 3104 Hope Hollow Trail, presented a handout outlining her idea to remodel her barn into an event venue. Discussion was that she may need commercial or recreational zoning. She will check with the County for additional input.
5. Wilmer Larson, Applicant – Parcel 0711-154-8000-2 – rezone of 1.9 acres North of 2177 Uphoff Rd. and South of 2109 Uphoff Road from A1-EX to RH-1 for a single family residence: The request was amended to R-1 since it is less than 2 acres. Mr. Larson said that the Village has indicated they are OK with his request (under extraterritorial zoning). There were no public comments. **MOTION** by Hampton/Anders to approve the rezone of not more than 1.9 acres from A1-EX to R-1, with requirements that the right-of-way on Uphoff road be dedicated to the Town, and a deed restriction prohibiting further residential development be placed on the remaining 36 acres. **MOTION CARRIED 4-0-1** (Larson abstained).
6. Thomas & Julia Willan, Applicants – Parcel 0711-072-9971-5 at 4407 Vilas Hope Road – rezone of 2.0 acres from A1-EX to RH-1 for zoning compliance – single family residential and home business: The Willans were not in attendance. **MOTION** by Hampton/Anders to table until the September 25th meeting, and have the Clerk contact the applicants to find out the nature of the home business. **MOTION CARRIED 5-0.**
7. Discuss/Consider input to the Dane County Chapter 10 task force on draft changes to the CO-Conservancy zoning district, and new A-Ba Transitional Agriculture-Business district: No concerns, no action taken.
8. ADJOURNMENT: **MOTION** by Anders/Bultman to adjourn. **MOTION CARRIED 5-0.** The meeting was adjourned at 7:36 P.M.

Submitted by: Dave Muehl

Approved 9-25-2013

Town of Cottage Grove Plan Commission

Approved Minutes

September 25, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Rd and Brown Thrush, Hwy BN and Hwy 12-18. Quorum was present with Silvin Kurt, Kris Hampton, Phil Bultman, and Steve Anders. Dave Muehl and Wilmer Larson excused.

2. Chair Silvin Kurt called the meeting to order at 7:00PM

3. Approve Minutes of the August 28, 2013 meeting. Motion by Hampton, 2nd by Bultman to approve the minutes as presented. MOTION CARRIED 3-0-1 with Kurt abstaining.

4. Public Concerns: No one appeared.

5. Thomas and Julia Willan rezone from A-1 exclusive to A-2 for home business and zoning compliance.

The Willan's appeared and stated that his business is actually performed off site, he has an office where he makes his calls and sells his products.

Anders asked if there were any construction materials stored on site relating to the business. Willan responded that the only materials were his own private items and not those of the business. Anders also asked if there were construction equipment relating to his business stored on site. Willan stated that the equipment belongs to him for his personal use and not business related. Willan added that he would be applying for a CUP once this rezone was complete to better allow him to conduct his business.

Motion by Hampton, 2nd by Kurt to approve the rezone of 2.008 acres from A-1 ex to A-2 for zoning compliance and home based business. MOTION CARRIED 4-0.

6. Adjournment. Motion by Hampton 2nd by Bultman to adjourn MOTION CARRIED 4-0. The meeting was adjourned at 7:18PM.

Submitted by Steven Anders acting Secretary

Approved 12/18/2013

TOWN OF COTTAGE GROVE
PLAN COMMISSION
DECEMBER 18, 2013

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. A quorum was present with Silvin Kurt, Kris Hampton, David Muehl, Phillip Bultman, Wilmer Larson and Virgil Schroeder in attendance. Steve Anders arrived at 7:08 p.m.
2. Chair Silvin Kurt called the meeting to order at 7:01 p.m.
3. Approve minutes of the previous meetings: **MOTION** by Hampton/Bultman to approve the September 25, 2013 minutes as printed. **MOTION CARRIED 4-0-2** (Muehl and Larson abstained).
4. Public Concerns: None.
5. Village of Cottage Grove, Applicant, KLM Grove Holdings, LLC, Owner: Parcel 0711-042-8001-0, located North of 4713 County Road N: requesting rezone of 12.196 acres from A-1EX to A-4 for zoning compliance for existing land uses: Dan Hicks of MSA Professional Services represented the Village and stated that he had helped the Village with the watertower project. The rezone is needed for zoning compliance for the remainder of the land that will stay in the township. **MOTION** by Hampton/Kurt to recommend approval of the rezone of 12.196 acres from A-1EX to A-4. **MOTION CARRIED 6-0.**

(Anders arrived)

6. David Hubble, owner, parcel 0711-243-9061-0 at 1825 Leon Lane: requesting rezone of 8.36 acres from RH-3 to A-2 with Conditional Use Permit for a Limited Family Business (equipment repair): Mr. Hubble gave the background of the situation. Jim Schmidt, 3800 West Jargo, asked questions and advised that Hubble has been a good neighbor. **MOTION** by Hampton/Anders to recommend approval of the rezone of 8.36 acres from RH-3 to A-2 with a Conditional Use Permit for a Limited Family Business (equipment repair), with the following conditions:
 - a) Repair of heavy equipment and engines.
 - b) Business conducted in existing building and driveway.
 - c) Hours of operation from 7:00 A.M. to 9 P.M. Monday-Saturday for outside operations.
 - d) No more than 1 piece of equipment stored outside. Pickup and drop-offs excepted.
 - e) Outdoor lighting as is, none additional.
 - f) No signage allowed.
 - g) Family and one additional full time equivalent employee allowed.
 - h) Limited to current owner, CUP to expire upon sale.

All findings of fact that the standards listed in section 10.255(2)(h), DCCO were found to be satisfied. **MOTION CARRIED 6-0-1** (Muehl abstained).

7. ADJOURNMENT: **MOTION** by Hampton/Anders to adjourn. **MOTION CARRIED 7-0.**
The meeting was adjourned at 7:33 P.M.

Submitted by: Dave Muehl
Approved 01-22-2014