

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JANUARY 26, 2005

- I. Regular Plan Commission Meeting was called to order at 7:02 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kris Hampton, Steve Anders, Steve Querin-Schultz, and Dave Muehl. It was determine that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the December 8th, 2004 meeting. **MOTION** by Steve Querin-Schultz/ Steve Anders. **MOTION CARRIED 5-0.**
- IV. Steve Armstrong – 2772 Hwy 12 & 18 & Carol Meier/Etas Carria – 2774 Hwy 12 & 18 – Zone Change – Section 32 – C-2 to RH-1. Intended Lane Use for Single Family Residence Mortgage Purpose. **MOTION** by Steve Anders/Steve Querin-Schultz to approve rezone for Armstrong from C-2 to R-1 for .72 acres and Meier/Carria from C-2 to R-1A for 1.66 acres. **MOTION CARRIED 5-0.**
- V. Gregory Scalissi – 3637 Natvig Road – Zone Change – R-1 to R-3 for .50 acres. Intended land use to build a detached garage with correct set backs. **MOTION** by Kris Hampton/Steve Querin-Schultz to approve zone change from R-1 to R-3 with restrictions of a 24x28 garage. **MOTION CARRIED 5-0**
- VI. Public Concerns: Kris Hampton discussed the Notice of Intent for Change of Land use Instructions as the last sentence in Item & does not comply with our Comprehensive Plan. **MOTION** by Steve Querin-Schultz/Steve Anders to drop the last sentence in Item 7 and add All applicable provisions of the Town Comprehensive Plan and Ordinances must be complied with. **MOTION CARRIED 5-0.**
- VII. Next meeting date set for February 23, 2005.
- VIII. Adjournment: **MOTION** by Steve Querin-Schultz/Kris Hampton to adjourn. **MOTION CARRIED 5-0.** Meeting adjourned at 8:08 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
FEBRUARY 23, 2005

- I. Regular Plan Commission Meeting was called to order at 7:00 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kris Hampton, Steve Querin-Schultz, Kathy Christoph, and Dave Muehl. It was determined that a quorum was present. Steve Anders arrived at 7:30 P.M.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the January 26, 2005 meeting. **MOTION** by Steve Querin-Schultz/ Kris Hampton with two spelling errors: V. top should be to, VI. Compile should be comply. **MOTION CARRIED 5-0.**
- IV. R.G. Huston, Inc. (Dale & Dwight Huston, Owner)
 - A. NW Corner of Intersection of Hwy 12 & 18 and County Road N. Zone Change A-1EX to C-2 for 45.1727 acres. Time extension of existing CUP #1476 for 45.1727 currently zoned A-1EX. Intended land use for agricultural mineral extraction (CUP #1476) and future commercial lots. New CUP #1956. County Petition #9207, **MOTION** by Steve Querin-Schultz/Kris Hampton to approve zone change to C-2 limited to exhibit J-3 in the Town Plan – “Limited Commercial: Distribution Centers, light industrial (e.g. machine shops), rental businesses, agribusiness, recreation activities, veterinary services, pet care, utility services, equipment repair, bottling plants, fertilizer mixing or blending plants, sale of new/used recreational, motor vehicle, or contractor’s machinery and equipment of the like”, and CUP with the same conditions as the original CUP, for mineral extraction, extension for 5 years with limitation that any CSM change would need to be approved by the Plan Commission and Town Board. **MOTION CARRIED 5-0.**
 - B. Nora Road Site – Time extension of existing CUP #1405 for 25.86 acres currently zoned A-1EX. Intended use for mineral extraction. **MOTION** by Kris Hampton/Steve Querin-Schultz to approve time extension for 5 years with the same conditions as the original CUP. **MOTION CARRIED 5-0.**
- V. Donald & Marilyn Viney
 - A. Kinney Road – A-1EX to R-1 and R-1 to A-1EX for 1.5+ acres. Intended use for lot adjustment line. **MOTION** by Kathy Christoph/Steve Anders to recommend lot size adjustment and alignment as follows:
 - 1) A-1EX to R-1A down to 1.582 acres for Lot 1, down to 1.5704 acres for Lot 2
 - 2) Vacate part of old Lot 1 – R-1A back to A-1EX. **MOTION CARRIED 6-0.**

- B. Viney (Grove Acres, LLC, Owner) - 2236 Hwy 12 & 18 – Zone Change from A-1 to A-2 for 5.8615 acres, This change is for the purpose of correcting the boundaries. **MOTION** by Kathy Christoph/Steve Querin-Schultz to recommend Zone Change from A-1 to A2 for 5.8615 acres, along with 2234 Hwy 12 & 18 – Zone Change from A-1EX to R-1 for ± .62 acres, with boundary changes as specified, as long as application is made by the landowner at 2234 Hwy 12 & 18 before the next Town Board meeting. **MOTION CARRIED 6-0.**
- VI. Louisa Murphy – 3368 Ridge Road – Zone Change – RH-2 to A-2(4) for 5.23 acres. Intended land use for kennel/dog training building (very small scale). **MOTION** by Kris Hampton/Steve Querin-Schultz to approve zone change and CUP for only uses (o) “Kennels, horse boarding stables, riding stables, hay and sleigh rides, horse shows and similar events”, (t) “Retail sales of pet food, pet supplies and related items at a kennel facility. Said use shall be limited to a maximum of 100 square feet of floor space”, and (u) “Training of dogs at a dog kennel or training of horses at a horse boarding facility”, limited to 8 kennel runs, 12’ sidewalls and not more than 16 training dogs on premises at one time, training hours limited to 8:30 A.M. to 8:30 P.M. **MOTION CARRIED 6-0.**
- VII. Birrenkott Surveying (Eugene & Polly Skaar, Owner) – Zone Change – Field View Lane – A-1EX to R-1 for 1 acre. Intended land use to create a lot for a family member for single family home. **MOTION** by Kris Hampton/Steve Anders to table until the March meeting to look for alternative sites. **MOTION CARRIED 6-0.**
- VIII. Public Concerns:
- A. Lot on Field View Lane: Will it be possible to transfer an RDU to put in another house? Mainly because of an alleged second lot in the past. Answer: Since it is one lot now, < 4 acres, only one house is allowed. But, a change in the Smart Growth plan needs to be discussed on qualifying lots already zoned residential.
- B. Dane County Town’s Association training session on Conditional Uses, Zoning Changes, Plats and Certified Surveys is on March 2, 2005 at 7:30 P.M. at the Town of Madison Town Hall.
- IX. Next meeting date set for March 23, 2005. Agenda to include Public Hearing for Plan Changes.
- X. Adjournment: **MOTION** by Kathy Christoph/Steve Querin-Schultz to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 9:25 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
MARCH 23, 2005

- I. Regular Plan Commission Meeting was called to order at 7:00 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kathy Christoph, Kris Hampton, Steve Querin-Schultz, Steve Anders, Kevin Shelley, and Dave Muehl. It was determined that a quorum was present. Steve Anders arrived at 7:30 P.M.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the February 23, 2005 meeting. **MOTION** by Kris Hampton/Steve Querin-Schultz. **MOTION CARRIED 7-0.**
- IV. Discuss/Review Change Request to the Town's Smart Growth Comprehensive Plan
 - A. The West 10 acres of the land East of Field View Lane would be changed from commercial to agriculture, the balance of the parcel East of Field View Lane could remain commercial with an outlet on the South to MN by Eugene Skaar.

Discussion: 3-6 acres plan for up to 3 lots would be desirable to view potential change. Will be discussed at the April Meeting.
 - B Splitting of a residential lot and whether an additional RDU would be required by Plan Commission

Existing subdivision lot (large) or other large lots already a Residential zoning, Can the lot be split for a second building site? Do they need an RDU? Kris: If in a protection area – Yes; if in an existing “concentrated” area – Yes per Steve Querin-Schultz; No per Kathy Christoph if already zoned residential she thinks it's the change from Agriculture to “Residential” that requires the RDU.

Conclusion is if already in a dense subdivision, won't need an RDU, unless it's a Agriculture zoning.

Will be on April's agenda.
- V. John Copenhaver – 4261 Vilas Road – Zone Change – RH-1 to R-3 for .543 acres. Intended land use to change setbacks for addition. **MOTION** by Kathy Christoph/Kris Hampton to approve zone change from R-1 to R-3. **MOTION CARRIED 7-0**
- VI. David Morrow – 4667 Meadowlark Street – Zone Change – Parcel Size 4.075 acres - A-2(4) to A-2(2); create two (2) R-1 Lots of .75 - .85 acres each and maintain an A-2(2) parcel. Results of this would be 1 lot at A-2(2) for cabinet shop and 2 lots at R-1. Intended land use for two residential lots.

General Public – No opposition to suggested change in zoning. Question: Will an RDU be required – per plan, Yes – because of change from Ag. To Residential per J-14 and will be medium density due to need for septic. **MOTION** by Steve Querin-Schultz/Steve Anders to table until next meeting after policy is resolved. **MOTION CARRIED 7-0.**

- VII. Door Creek, LLP (Gordon Moranske, Partner) – (Frank Hlavac, Owner of part of land) – 3100 Hwy 12 & 18 - Zone Change - A-1 to C-2 for 43.9 acres; A-1 to Conservancy for 12 acres. Intended Land Use to Sub-Divide into Commercial Development.

Notification across Hwy 12 & 18 should have been notified about the zone change. Discussion: Kevin Shelley – Project needs addition info on siting criteria like a CSM's before the rezone.

MOTION by Kathy Christoph/Steve Querin-Schultz to conditionally approve the zone change for the 43.9 acres from A-1EX to C-2 subject to the express limitation set forth in Exhibit J-3 of the Town of Cottage Grove Smart Growth Plan (adopted by the County on 4/10/03) – “General Commercial: Professional offices, retail, overnight accommodations, gas stations, vehicular service centers and the like. “Limited Commercial: Distribution Centers, light industrial (e.g. machine shops), rental businesses, agribusiness, recreation activities, veterinary services, pet care, utility services, equipment repair, bottling plants, fertilizer mixing or blending plants, sale of new/used recreational, motor vehicle, or contractor's machinery and equipment of the like”, and subject to the limitation that any future and/pr additional land division must be approved by the Town Plan Commission and Town Board. **MOTION CARRIED 6-1.**

- V. Public Concerns:
- VI. Next meeting date set for April 27, 2005.
- VII. Adjournment: **MOTION** by Steve Querin-Schultz/Kris Hampton to adjourn. **MOTION CARRIED 7-0.** Meeting adjourned at 9:10 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
APRIL 27, 2005

- I. Regular Plan Commission Meeting was called to order at 7:03 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kathy Christoph, Kris Hampton, Steve Anders, Kevin Shelley, and Dave Muehl (arrived at 7:25). It was determined that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the March 23, 2005 meeting. **MOTION** by Kris Hampton/Kevin Shelley. **MOTION CARRIED 5-0.**
- IV. Discuss/Review Change Request to the Town's Smart Growth Comprehensive Plan
 - A. The West 3 acres of the land East of Field View Lane would be changed from Commercial to Medium Density Residential, the balance of the parcel East of Field View Lane could remain commercial with an outlet on the South to MN by Eugene Skaar.

Amend plan to an area in question from Commercial Designation to Medium Density Residential for > 3 acres. **MOTION** by Kevin Shelley/Steve Anders. **MOTION FAILED 2-3.** Kathy Christoph abstains because of relative.
 - B. Splitting of a residential lot and whether an additional RDU would be required by Plan Commission

See Smart Growth Plan on Page J-11 (bottom) and J-10 agriculture grandfather RDU's; 1.) Existing Residential zoning lots in a residential districts areas #3 & 4 only "R" zoned would allow an additional RDU if lot size to be split off mirrors other neighboring lots, and only 1 "split" available, otherwise, would need TDR. 2.) If agriculture in a residential area needs to be residential zoned on at least 3 sides. No more that 1 split, available, other RDU's desired would need to use TDR's or would need to use a variance. Request will be held in abeyance for meeting on May 26, 2005 at 7:00 P.M.
 - C. Recommended changes by the County: **MOTION** by Kathy Christoph/Steve Anders to table for another meeting on May 26, 2005 at 7:00 P.M. **MOTION CARRIED 6-0.**
- V. David Morrow – 4667 Meadowlark Street – Zone Change – Parcel Size 4.075 acres - A-2(4) to A-2(2); create two (2) R-1 Lots of .75 - .85 acres each and maintain an A-2(2) parcel. Results of this would be 1 lot at A-2(2) for cabinet shop and 2 lots at R-1. Intended land use for two residential lots.

MOTION by Kris Hampton/Kevin Shelley to table until the meeting in June.
MOTION CARRIED 6-0.

- VI. Orlow & Lorraine Johnson – 1520 Hwy 12 & 18 – Zone Change – A-1EX to RH-1 for +/- 3.9 acres.

Estimate driveway length over 800', Lot size over 2 acres. Density study waived since acreage more than 40 acres, all farmland.

MOTION by Kathy Christoph/Kevin Shelley to change zoning from A-1EX to RH-1 for a 2 acre max. **MOTION CARRIED 6-0.**

- VII. Marjorie Kreuger – 1647 Susan Lane – Zone Change – A-2(1) & A-1EX to A-2(4) with CUP. for 5 acres. Intended land use to separate the farmhouse and farm buildings from the farm and renew CUP #1585 for Communications Tower Site.

Background: Desiring to sell remaining farmland to pay for Marjorie's care.

MOTION by Kris Hampton/Steve Anders to change zoning from A-2(1) & A-1EX to A-2(4) and renew CUP #1585 for 5 acres. **MOTION CARRIED 6-0.**

- VIII. Mathew Jungbluth (Lawrence Jungbluth, Owner) – 1657 S. Jargo Road - Zone Change – A-1EX to RH-1 for 2 acres. Intended land use for private residence.

Has owned since 1969, 1 split available per Andros at county.

MOTION by Kevin Shelley/Kris Hampton to approve zone change from A-1EX to RH-1 for 2 acres. **MOTION CARRIED 6-0.**

- XI. Proposed Amendments to the Village of Cottage Grove Comprehensive Lane Use Plan. Comments were made and are to be forward to the Joint meeting on May 4, 2005 and then to be forward for the Village Board & Plan meeting on June 8, 2005.

- XII. Public Concerns: Ellery Jensen – Jim & Nola Skaar, Eric from Royal Oak Engineer question on number of lots on Nora Road near Skaar Road. Conclusion: Could build up to 4 lots on site.

- XIII. Next meeting date set for May 25 & 26, 2005.

- XIV. Adjournment: **MOTION** by Steve Anders/Kris Hampton to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 10:07 P.M.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
MAY 25, 2005

- I. Regular Plan Commission Meeting was called to order at 7:00 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kathy Christoph, Kris Hampton, Steve Anders, Kevin Shelley, Steve Querin-Schultz and Dave Muehl (arrived at 7:20). It was determined that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the April 27, 2005 meeting. **MOTION** by Kris Hampton/Steve Anders. **MOTION CARRIED 3-0-1.**
- IV. James & Nola Skaar – Nora Road – Section 26 - Zone Change – A-1EX to R-1A for 6-8 acres. Intended Land use for Four Single Family Residential Lots.

One joint driveway for all 4 lots on top of the hill – more home site in ag. Area. **MOTION BY** Steve Anders/Steve Querin-Schultz at approve the rezone from A1-EX to R-1A for creation of 4 residential lots, each lot not to exceeded 2 acres with shared private driveway, built to town road specs. Amendment #3. All structures shall be cited so as to minimize visual predominance over surrounding landscape, and have minimum of 35 feet setback from external most property line for lots 1, 2, 3, & 4 and identify which 140 acres will be deed restricted. **MOTION CARRIED 6-0-1.**
- V. Roger Korfmacher – 2878 Femrite Drive – Section 29 – Zone Change – A-1EX to RH-2 for 4-6 acres. Intended Land use for a Single Family Home.

Son Brian wants to buy last split available on farm, next to old gravel pit, needs to use part of LC-1 parcel to put driveway in. Density study coming.

MOTION by Steve Anders/Kris Hampton to approve rezone part of LC-1 and A-1EX to R-1A for up to 2 acres. Partitions to be determined by surveyor. Density study to be provided to Town Board. **MOTION CARRIED 7-0.**
- VI. Public Concerns: Mile Lawton & Don Paulson appeared with concerns about the Rathert property. To create 3 lots – main issue – length of driveway more then 200', but layout may require longer drive. No boarding operation without a CUP.
- VII. Next meeting date set for June 22, 2005.
- VIII. Adjournment: **MOTION** by Kris Hampton/Steve Anders to adjourn. **MOTION CARRIED 7-0.** Meeting adjourned at 8:49 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
SPECIAL PLAN COMMISSION
MAY 26, 2005

I. Special Plan Commission Meeting was called to order at 7:03 P.M. by Chair Preston Baker. Members present were: Preston Baker, Kathy Christoph, Kris Hampton, Steve Anders, Kevin Shelley, Steve Querin-Schulta and Dave Muehl. It was determined that a quorum was present.

II. Discuss/Review/Recommend Language to the Change Requests to the Town's Smart Growth Comprehensive Plan

A. The West 10 acres of the land East of Field View Lane would be changed from commercial to agriculture, the balance of the parcel East of Field View Lane could remain commercial with an outlet on the South to MN by Eugene Skaar.

1. Eugene Skaar requests special visit by Plan Commission members to look at site previously voted on by commission last month. Suggestion by Steve Anders to have Town Board part of June 20, 2005 meeting at 6:30 P.M. to visit site. This would negate special meeting and extra per diems.

B Splitting of a residential lot and whether an additional RDU would be required by Plan Commission

1. Discussed change requests to Smart Growth Comp. Plan with oversized lots.
2. Bollig's request splitting residential lot near platted areas.
3. Dave Morrow's – Splitting A-2 with CUP to RH-1, RDU required?
4. Majid Allan discuss alternatives – Plan Ahead – Oversight in Provision – Do Nothing – Plan is very clear – All Sections need an RDU per J-14

C. Recommended changes by the County:

- a. Method of determining original farm acreage and eligible RDU's
- b. Treatment of the Original Farmhouse
- c. Allocation of Remaining RDU's among current owners of an original farm unit, and;
- d. Use of the additional RDU provided to owners who've owned a property continuously since 1/1/81.

1. Ratios of RDU's required may have to change to make them more marketable. May want to check with Dick Barrows about other TDR's programs. How "fractional" or "residuals" TDR's are, maintained – recorded. We need market creation, transfer

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documents and administration. **MOTION** by Steve Anders/Kevin Shelley to table item B on agenda for up to 90 days. **MOTION CARRIED 7-0.**

2. Recommended changes to RDU's suggested by County – See November 10, 2004 memo. Majid Allan is going to suggest certain language for changes and provide back to commission in about 2 months.

III. **ADJOURNMENT** – **MOTION** by Steve Anders/Steve Querin/Schultz to adjourn. Meeting adjourned at 7:25 P.M.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JUNE 22, 2005

- I. Regular Plan Commission Meeting was called to order at 7:05 P.M. by Kris Hampton. Members present were: Kris Hampton, David Muehl, Kevin Shelley, Steve Querin-Schultz and Steve Anders (arrived at 7:10). It was determined that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of the May 25 & 26 2005 meetings. **MOTION** by Querin-Schultz/Shelley to approve with a correction to item VI. of the May 25th meeting to read Mike Lawton. **MOTION CARRIED 4-0.**
- IV. Roger Korfmacher – 2878 Femrite Drive – Section 29 – Zone Change – Referred back to Plan Commission by Town Board with following Amendment to A-1EX and part of the LC-1 to R-1A for up to 2 acres for building site and A-2(4) for remainder. **MOTION** by Hampton/Querin-Schultz to approve the rezone of A-1EX to R-1A for up to 2 acres (Lot 2) and A-2(4) for the remainder (Lot 1), with a deed restriction of Lot 1 for no future residential development, road access for Lot 1, and a density study to be provided to the Town Board. **MOTION CARRIED 5-0.**
- V. Kirk Gillespie – 1625 County Road BB – Adjusting Lot Line to Terrain. **MOTION** by Hampton/Querin-Schultz to postpone until July. **MOTION CARRIED 5-0.**

Querin-Schultz left at 7:30

Item reopened – applicant arrived late: Reshaping two acres. **MOTION** by Anders/Shelley to approve proposed change in lot lines, house trailer must be removed off the rezoned lot. **MOTION CARRIED 3-0-1.** Muehl abstained.

- VI. David Morrow – 4667 Meadowlark Street – Zone Change – Parcel Size 4.075 acres – A-2(4) to A-2(2); create two R-1 lots of .75 - .85 acres each and maintain an A-2(2) parcel. Results of this would be 1 lot at A-2(2) and 2 lots at R-1. Intended land use for two residential lots. **MOTION** by Hampton/Shelley to table for up to 6 months. **MOTION CARRIED 5-0.** Reopen – Price ranges \$30,000 - \$40,000, up to \$65,000. Two interested sellers have since reconsidered against selling. Residuals may not have market.
- VII. Public Concerns:
 - a. Dennis Mitchell – Baxter Road – 9.5 acres north of Doubledays wants to mitigate the lead on property, higher density problems with Strause were site lines with the hill. Map shows category 1 on Smart Growth map, advised on TDR policy, and how to go about amending the Smart Growth Plan.
 - b. Art Voit – wants to develop 18 acres
 - c. The Farm Golf Course – change the map from high density to open face? Need to discuss at a future meeting.
- VIII. Adjournment: **MOTION** by Hampton/Shelley to adjourn. **MOTION CARRIED 4-0.** Meeting adjourned at 8:25 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
SPECIAL PLAN COMMISSION
JULY 13, 2005

- I. Special Plan Commission Meeting was called to order at 7:00 P.M. by Preston Baker. Members present were: Preston Baker, Kris Hampton, David Muehl, Kevin Shelley, Steve Querin-Schultz and Steve Anders. It was determined that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Discuss/Review/Recommend Language to the change requests to the Town's Smart Growth Comprehensive Plan.
 - A. The Farm Golf Course would be changed from High Density Residential to Open Space. Bradt's presented a letter to the Committee. Discussion was held. **MOTION** by Kris Hampton/Steve Querin-Schultz to refer back to 2006 review period. **MOTION CARRIED 6-0.**
 - B. The Southwest corner of US Highway 12 & 18 and County Road N would be changed from Commercial to Agricultural Eugene Skaar parcel. Town Board felt that with site visit, hill would be too expensive to move and S/A back to agriculture. **MOTION** by David Muehl/Kevin Shelley to Keep Commercial designation in the plan for major portion of parcel. Deed notice on the 3 planned residential parcels that notice of future commercial development. Lot size for 3 – 1 acre lots to be approved. **MOTION CARRIED 3-2.** Preston Abstained.
- IV. Richard Barrows, Department of Agricultural and Applied Economics, College of Agricultural and Life Sciences – Implementing a Transfer of Development Rights Program.
 - A. Ratio of Transfer of Development Rights was discussed. Problem of overlapping jurisdictions a lack of cooperation between them will help present a proper market. Gorham & Co. like the area, but TDR's too much hassle. Fractional shares could be used by the small landowners wanting to split Preston Baker suggested Ratios need to be adjusted to get the market to \$10,000 - \$15,000 per lot. Need continuity in prices involve township by temporary holding of Development Rights. To use Development Rights for commercial to great demand. Connie Anderson said using TDR program could help with developer approvals with county especially in unsewed sub divisions.
 - B. Suggested agenda items for another meeting on July 18, 2005 were discussed. .
- V. Drafting of changes to Smart Growth Comprehensive Plan based on findings. Eilenfeldt property on Gala Way – County suggest they need a CUP, will be put on the July 27, 2005 Plan Commission agenda.
- VI. Adjournment: **MOTION** by Steve Querin-Schultz/Steve Anders to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 9:38 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
SPECIAL PLAN COMMISSION
JULY 18, 2005

- I. Special Plan Commission Meeting was called to order at 7:00 P.M. by Preston Baker. Members present were: Preston Baker, David Muehl, Kevin Shelley, Steve Querin-Schultz, Kathy Christoph and Steve Anders. It was determined that a quorum was present.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Discuss/Review/Recommend Language to the change requests to the Town's Smart Growth Comprehensive Plan.
 - A. Increasing the ratio for mechanism transfer of development rights. Title Co. inventory the rights vs. town. Need to make is simple, homogenous, but provide some incentives.
 - B. Address continuity in TDR prices. Estimated planned – projected growth vs. variable Transfers ratio, set every year.
 - C. Identify areas of high demand to include commercial areas in the plan. Help with infill, soils suitability, traffic pattern, and roads, especially if farmland is to be used.
 - D. Review of results of July 13, 2005 meeting. Preston's discussion with Dick Barrows subsequent to last meeting – Several experts would like to work with us – we are on the right track on working with TDR's. Lot splits – may want to work with temporary plan, or interim plan for the larger subdivided lots, with a time limitation (Steve Anders thought there were about 18 such potential parcels in the township at this time) would have to have certain eligibility criteria too, like double size lot from other subdivision lots. The potential of a limited term interim plan to allow splits of existing residential lots to not be required to purchase development rights.
- VI Adjournment: **MOTION** by Steve Querin-Schultz/Kathy Christoph to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 8:43 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
JULY 27, 2005

- I. Regular Plan Commission Meeting was called to order at 7:03 P.M. by Chair Preston Baker. Other members present were: Steve Anders, Kris Hampton, David Muehl, Steve Querin-Schultz and Kevin Shelley.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of previous meetings:
 - A. **MOTION** by Hampton/Shelley to approve the minutes of the June 22nd and July 13th meetings as presented. **MOTION CARRIED 6-0**
 - B. **MOTION** by Querin-Schultz/Shelley to approve the minutes of the July 18th meeting. **MOTION CARRIED 5-0-1.** Hampton abstained.
- IV. Daniel A. Paulson with Attorney Mike Lawton (Duane and Viola Rathert, Owner) – 1979 Rathert Road – Zone Change – A-1EX to A-2(2) for 2 acres for existing Rathert house & A-1EX to A-2 for 80.12 acres for future building sites. Want to carve out house with 2 acres and make 2 new RDU's. Discontinue temporary cul de sac easement before the property due to road extension. Will create new cul de sac with new rezone. **MOTION** by Hampton/Shelley to rezone Lot 1 from A-1EX to A-2(2) for 2 acres using the additional RDU available based on continuous ownership since January 1, 1981, rezone lots 2 and 3 from A-1EX to A-2 with a deed restriction for no more RDU's. **MOTION CARRIED 5-0-1.** Querin-Schultz abstained.
- V. Dan Birrenkott – Birrenkott Surveying (Eugene & Ellen Skaar, Owners) – Field View Lane – zone change – A-1EX to R-1 for 3 acres. Intended land use to create 3 lots for family members. **MOTION** by Shelley/Hampton to approve to the Town Board the zone change as applied, pending plan amendments under current consideration, deed restrictions for 3 RDU's to be from home farm and place notice on deeds concerning planned commercial development east of parcels. **MOTION CARRIED 5-1.**
- VI. Karen Ehlenfeldt property at the end of Gala Way – CUP for a single family with mother living in separate quarters. **MOTION** by Hampton/Querin-Schultz to approve CUP for Dependency Living Arrangement. **MOTION CARRIED 6-0.**
- VII. Review the potential of a limited term interim plan to allow splits of existing residential lots to not be required to purchase development rights. Intent is to address fairness and common sense. Criteria to be eligible for use of rezone with no additional RDU: Lot created prior to 1981, was already designated “R”, and in or next to a cluster development, greater than 2 acres. **MOTION** by Hampton/Anders to recommend to the Town Board to enact changes to 15.15.1 policy (attached) **MOTION CARRIED 6-0.**
- VIII. Public Concerns: NONE.
- IX. Adjournment: **MOTION** by Hampton/Querin-Schultz to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 8:45 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
AUGUST 24, 2005

- I. Regular Plan Commission Meeting was called to order at 7:00 P.M. by Chair Preston Baker. Other members present were: Kathy Christoph, Kris Hampton, Steve Querin-Schultz and Kevin Shelley.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of previous meetings: **MOTION** by Querin-Schultz to approve the minutes of the July 27th meeting, with the vote in Item V. changed to 5-yes, 1-no.
MOTION CARRIED 5-0
- IV. David Morrow – 4667 Meadowlark Street – zone change parcel size 4.075 acres – A1-(4) to A-2(2); create two 4-1 lots of .75 and .85 acres each and maintain an A-2(2) parcel. Results of this would be one lot at A-2(2) and two lots at R-1 to grant variance from TDR Policy. Intended land use for two residential lots. **MOTION** by Hampton/Querin-Schultz to table until the September 28, 2005 meeting. **MOTION CARRIED 5-0.**
- V. Kathleen Bollig – 3333 Field View Lane – zone change – R-2 to R-1 for 2.5 acres to create Lots #2 and #3 to grant variance from TDR Policy. Intended land use to create two lots for the current owner’s daughters to build single family home.

Anders arrived at 7:15 P.M.

- A. **MOTION** by Querin-Schultz/Christoph to grant variance from TDR Policy due to the following reasons:
 1. Lot was in existence prior to 1981
 2. Lot has been zoned residential since creation
 3. Lot is among a cluster of 3 or more existing residential homes
 4. Lot is greater than 2 acres
 5. Lots are designated in residential district
 6. Proposed lot sizes are consistent with neighboring lots**MOTION CARRIED 6-0.**
- B. **MOTION** by Anders/Christoph to approve zone change from R-2 to R-1 for 2.5 acres to create 3 lots – consistent with approval of variance to TDR Policy (8-24-2005).
MOTION CARRIED 5-1. Shelley dissents.
- VI. Recommended by Dane County Zoning Uses and Restrictions for Door Creek LLP zone change: **MOTION** by Christoph/Anders to accept the changes outlined in the August 10, 2005 letter to Dennis Olson from the zoning administrator, with the addition that parking and storage of motor vehicles be associated with an active business on the premises.
MOTION CARRIED 6-0.
- VII. Public Concerns: NONE.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
AUGUST 24, 2005

VIII. Other Business – Discussed ideas for TDR Policy Changes. Set Special Meeting for September 7, 2005.

IX. Adjournment: **MOTION** by Querin-Scultz/Christoph to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 8:17 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
SUGGESTED PLAN CHANGES
Sept 7th Meeting

I. SUPPLY SIDE:

Problem: to motivate owners of build able rights to sell them at acceptable prices..

1. Reduce the value of the split off lots.
 - a. Reduce the maximum size lot from 2 acres to 2/3 acre.
 - b. Make requirements for the lot locations to be contiguous to existing home and located on existing roads.

In both a and b there should be allowance for exceptions and consideration for the operating farmer.

2. (When owner requests the right to build on his land using his rights, they must pay a Town of Cottage Grove Development fee (much like a park fee) There could be exceptions like operator of the farm or retired farmer wanting to stay on the farm in a new house etc.)

The commission was unsure of this suggestion, but elected to leave it for additional discussion and analysis.

3. No development rights would be allowed on the east side of County Hwy. N but property owners would retain the transferable rights. Suggested consideration be given for property owners having owned the property prior to this limitation, especially those owning their property prior to 1980.

Review the potential of giving additional transferable rights in return for taking away the buildable rights.

II. DEMAND SIDE

Problem: reasonable price and availability of buildable rights.

1. Create a level of certainty for the developer.
 - a. Town could act as broker for the rights. (could be administered through a title company)
2. Town could buy an option on the build able right and make rights available to a developer at a little higher price with the profit to be set aside for the purchase of other rights.
3. Change the ratio but have an annual review for adjustments if needed.
4. When we hold a deed restriction on a property (the county presently would hold a deed restriction) restricting any further development, we could lift that restriction for a fee, if the land is in the area we want more development.

All of the Demand Side suggestions need more evaluation. The Madison influence on our plan for recommended building areas is a real concern. We need to know how the numbers match up. I.e. number of transferable rights compared to the desired number of expected new homes in the proposed development areas.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
SEPTEMBER 28, 2005

- I. Regular Plan Commission Meeting was called to order at 7:03 P.M. by Chair Preston Baker. Other members present were: Kathy Christoph, Kris Hampton, Steve Anders, David Muehl and Kevin Shelley.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way.
- III. Approval of minutes of previous meetings: **MOTION** by Hampton/Anders to approve the minutes of the August 24 meeting. **MOTION CARRIED 5-0.** **MOTION** by Hampton/Anders to approve the minutes of the September 7, 2005 meeting. **MOTION CARRIER 5-0.**
- IV. David Morrow – 4667 Meadowlark Street – zone change parcel size 4.075 acres – A1-(4) to A-2(2); create two 4-1 lots of .75 and .85 acres each and maintain an A-2(2) parcel. Results of this would be one lot at A-2(2) and two lots at R-1 to grant variance from TDR Policy. Intended land use for two residential lots.

Previously zoned residential, zoned to A-1(4) for the shop. Conversation with Ken Dahl, Village President suggested that there were no reservations by the village, but may need to see village planning since applied for before ETZ Committee.

MOTION #1 by Hampton/Anders to approve variance from TDR Policy since: Lot in existence in 1981; Lot was residential before 1993 rezone; among cluster of 13 homes; Lot greater than 2 acres and lots are designated in residential district of plan; size of lots consisted with neighboring parcels. **MOTION CARRIED 6-0**

MOTION #2 by Hampton/Christoph to rezone A-2(4) down to A-2(2) for 2+ acres and R-1 for the 2 lots at .85 acre and meet with Town Board on October 19. **MOTION CARRIED 6-0.**
- V. Public Concerns: Kurt Quass parcel of land – all wooded, wants to make 4 lots, 3 acres each for 3 new homes and one existing home.
- VI. Other Business – Set Special Meeting for October 4, 2005 with City of Madison on Smart Growth Plan.
- VII. Adjournment: **MOTION** by Shelley/Hampton to adjourn. **MOTION CARRIED 6-0.** Meeting adjourned at 8:21 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
OCTOBER 26, 2005

- I. Regular Plan Commission Meeting was called to order at 7:04 P.M. by Chair Preston Baker. Other members present were: Kathy Christoph (arrived at 7:08), Kris Hampton, Steve Anders, David Muehl and Steve Querin-Schultz.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way. Confirmed by Kris Hampton
- III. Approval of minutes of previous meetings: **MOTION** by Hampton/Muehl to approve the minutes of the September 28, 2005 meeting. **MOTION CARRIED 4-0-1.** Steve Querin-Schultz abstain as he was not at that meeting.
- IV. Duane Swalheim (Arlow Shedel, Owner) – 2263 Schadel Road – Zone Change – A-1EX to RH-1 for 2.0 acres. Intended land use to separate farm buildings from remainder of 46 acre parcel.

Issues: 1. Tear down tobacco shed partially in the Town of Pleasant Springs to meet the Zoning setback of 10 feet.
2. Second lot to be sold, in no easement granted to Richard Quale.
3. Driveway location from curve/hill – See Jeff Smith.
4. May want to live there and not subdivide – will know in 3 months.
MOTION by Steve Querin/Schultz/Kris Hampton to table until the January 2006 Plan Meeting. **MOTION CARRIED 6-0.**
- V. Kevin Shelley – Possible changes to Wisconsin Farmland Preservation Program
Not present – Suspend to next meeting – November 30.
- VI. Kris Hampton – Report on October 4, 2005 Special Meeting with the City of Madison on Smart Growth Plan.

Brad Murphy & Mike Weidlich from Madison, some village folks will do follow up meeting. Concerns: 1.) Area #2 (want more open space for new). 2.) Witte lots not to be developed due to “infill” concept.
- VII. TDR brain storming session update

Got standing response, waiting for Dick Barrows response, but issues with Madison are critical to the TDR program.
- VIII. Public Concerns: Preston: House next to gravel pit on County Road N – Use of house as rental such as R-4? Multifamily or group home.
- IX. Other Business – Next Meeting changed to November 30, 2005 due to Thanksgiving Holiday and no meeting in December.

TOWN OF COTTAGE GROVE
PLAN COMMISSION
OCTOBER 26, 2005

- X. Adjournment: **MOTION** by Anders/Christoph to adjourn. **MOTION CARRIED 6-0.**
Meeting adjourned at 8:02 P.M.

Submitted by: David Muehl

TOWN OF COTTAGE GROVE
PLAN COMMISSION
DECEMBER 27, 2005

- I. Regular Plan Commission Meeting was called to order at 7:30 P.M. by Chair Preston Baker. Other members present were: Kathy Christoph, Kris Hampton, Steve Anders (arrived at 7:33), David Muehl.
- II. Meeting notice posted at Town Hall, Corn Palace, Gaston Road at Brown Thrush and American Way. Confirmed by Kris Hampton
- III. Approval of minutes of previous meetings: **MOTION** by Hampton/Christoph to approve the minutes of the October 26, 2005 meeting. **MOTION CARRIED 4-0.**
- IV. Brian Korfmacher – Consider Revised Plan for City of Madison Planning.
Discussion: City of Madison rejected proposal – Just before meeting.
 - 1.) No flag lots – difficult to provide city services, ostensibly.
 - 2.) Proposed lot not similar with other nearby lots, ostensibly.Suggestions by City of Madison
 - 1.) Split whole parcel in half – with 2 lots – Plan B
 - 2.) Rectangle lot of desired parcel – No flag – 5 acres, No LC-1.**MOTION** by Hampton/Baker to reject Plan B, since inconsistent with Comprehensive Plan. **MOTION CARRIED 5-0.**
MOTION by Hampton/Anders to approve Plan A which is about a 5 acre parcel, because 2+ acres of the proposed parcel is a reclaimed gravel pit which is not build able. **MOTION CARRIED 5-0.**
- V. MAPS – Gary Peterson – Discuss Possible Change to Master Plan
 1. Ordinance change of TDR's – treatment of original farm and available DR's
 2. Treatment of the original farm house.
 3. Allocation of RDU's of original farm unit and distribution thereof
 4. Farm Golf Course – change to green space? Dependent on open meeting – wait for residents request of same
 5. TDR Policies/Ratios.
 - a. Conservation subdivisions – dead
 - b. Receiving areas become #3, 4, & infill potential around existing subdivisions & ratio of TDR – RDU could be up to 10.
 - c. Use of existing land for new farm house in sending area.
 6. 1 area – Shrink 2 acre max to a smaller size? & locate residence closer to roadway
- VI. Kevin Shelley – Possible changes to Wisconsin Farmland Preservation Program:
No Report.
- VI. Public Concerns: None
- VII. Other Business
- VIII. Adjournment: **MOTION** by Hampton/Christoph to adjourn. **MOTION CARRIED 5-0.**
Meeting adjourned at 9:37 P.M.

Submitted by: David Muehl