

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
January 27, 2010

PUBLIC HEARING TO REVIEW THE PROPOSED 2010 PHASE 2 AMENDMENT TO THE TOWN  
OF COTTAGE GROVE COMPREHENSIVE PLAN

1. Notice of the public hearing was published on December 29, 2009 in the Wisconsin State Journal, mentioned in a mailing to all town residents regarding the January 20, 2010 open house, and posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. Plan Commission members present were: Silvin Kurt, Kris Hampton, Steve Anders, David Muehl, Phillip Bultman and Virgil Schroeder. Crystal Buck of Crispell-Synder, Inc. was also present, in addition to those on the attached sign-in sheet (available in the Clerk's office).
2. Plan Commission Chair Silvin Kurt called the meeting to order at 7:03 p.m.
3. Buck provided a summary of the proposed amendments. There were some questions from the public regarding future developments.
4. Tom Walz, co-owner of 37 acres at 3234 Highway AB gave the reasons for his request for the property to be designated as Limited Commercial use. His written request is included in attachment A.
5. Loren Kylo requested that parcel #0711-074-8080-3, 10+ acres on Vilas Road, be designated as a medium density TDR receiving area. His written request is included in attachment A.
6. **MOTION** by Schroeder/Hampton to adjourn the public hearing. **MOTION CARRIED 6-0.** The public hearing ended at 7:43 P.M.

PLAN COMMISSION MEETING

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. Attendees were as stated for the public hearing above.
2. Chair Silvin Kurt called the meeting to order at 7:43 p.m.
3. Approve minutes of the December 16, 2009 meeting: **MOTION** by Schroeder/Hampton to approve the minutes of the December 16, 2009 Plan Commission meeting as printed. **MOTION CARRIED 4-0-2** (Anders and Muehl abstained).
4. Public Concerns: Public's opportunity to speak to the Plan Commission about any subject that is not a specific agenda item: None.
5. Proposed 2010 Phase 2 Amendment to the Town of Cottage Grove Comprehensive Plan:
  - a. Review recommended changes based on public comments from the open house and public hearing: Buck reviewed a memo she had prepared for the meeting (attachment A).

**MOTION** by Hampton/Bultman to recommend the changes to the amendment based on public comment at the open house, as recommended by Buck in items 1 thru 6 of her 1/27/2010 memo (attachment A), striking the reference to woodlots in the discussion of receiving areas under item 6. **MOTION CARRIED 6-0.**

**MOTION** by Hampton/Anders to accept the Skaar request to designate 8 lots at the corner of Skaar and Skarstinden Roads as medium density residential, and the Kylo request to designate 10.8 acres, parcel #0711-074-8080-3, as medium density residential. **MOTION CARRIED 5-0-1** (Schroeder abstained).

- b. Discuss/Consider adoption of a resolution recommending that the Town Board adopt the amendment as prepared by the plan commission: **MOTION** by Hampton/Kurt to adopt the resolution as presented. **MOTION CARRIED 6-0.** It will be Plan Commission Resolution 2010-01.

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6. Yahara Materials, Inc. (Parcel 0711-304-9671-7) - reconsider rezone from A-1EX to C-2 (approved March 25, 2009) in light of revised zoning petition to Dane County to accommodate development of a bus transportation service: **MOTION** by Hampton/Schroeder to reaffirm approval of 19 acres from A1-EX to C-2 for bus transportation service, with conditions as approved on March 25, 2009. The driveway must be built to town road standards. **MOTION CARRIED 6-0.**
7. Daniel Goff, 3023 County Road BB. - .8 acres currently zoned C-2, restricted to only permitted use (c) sales of new and used motor vehicles. Petition is to add permitted use (w) all uses permitted in the LC-1 Limited Commercial District: **MOTION** by Hampton/Kurt to restrict uses on the .8 acres zoned C-2 to (c) sales of new and used motor vehicles, and (w) uses permitted in the LC-1 Limited Commercial District limited to (a) General, mechanical and landscape contracting business and buildings used in connection with such activity and (b) Storage of construction equipment necessary for the operation of a general, mechanical or landscape contracting business. There shall be a limit of 12 items of equipment stored on each zoning lot. **MOTION CARRIED 6-0.**
8. John & Patty Leonhardt – 3479 Natvig Road, Parcel #0711-283-8310-1 – Discuss/Consider approval of rezone of 3.44 acres from RH-2 to A-2 with a conditional use permit for a four seasons store and sale of Christmas trees: **MOTION** by Hampton/Kurt to approve the rezone of 3.44 acres from RH-2 to A-2(2) with conditional use (m) Limited family business subject to s. 10.192. **MOTION CARRIED 6-0.**
9. Skaar Living Trust – Larry D. Skaar:
  - a. Discuss/Consider approval of rezone of .934 acres from A1-EX to R-1 to separate house and some outbuildings at 3287 Field View Lane from the farm (parcels 0711-332-9631-0 and 0711-332-9001-0): **MOTION** by Hampton/Anders to approve the rezone subject to siting of a new driveway and a well agreement with the new owner. **MOTION CARRIED 6-0.**
  - b. Discuss/Consider approval of rezone of 2.508 acres from A1-EX to A-2(2) to separate house and outbuildings at 3680 County Road N from farm land (parcel number 0711-281-8500-3): **MOTION** by Anders/Kurt to approve the rezone as presented. It was noted that while the acreage is over the 2.0 acre limit, due to the building layout, a smaller parcel size is not available. **MOTION CARRIED 6-0.**
  - c. Discuss/Consider approval of rezone of 2.045 acres from A1-EX to A-2(2) to separate house and buildings at 2480 Nora Road from farm land (parcel 0411-222-8500-4): **MOTION** by Schroeder/Hampton to approve the rezone as presented. **MOTION CARRIED 6-0.**
10. Larry D. Skaar: Discuss/Consider approval of rezone of 1.44 acres from A-1EX to R-1 to separate house and some outbuildings at 3098 Hope Hollow Trail from farm land (.97 acres) and to create one additional residential lot (.47 acres): Dane County has indicated there are two splits available. **MOTION** by Hampton/Anders to approve the rezone as presented, with a 66 foot right of way dedicated to the Town for Hope Hollow Road, and a cul-de-sac to be built at the time that the vacant lot is sold. The remaining acreage to be deed restricted for no further development. **MOTION CARRIED 6-0.**
11. ADJOURNMENT: **MOTION** by Muehl/Anders to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 9:39 P.M.

Submitted by: Dave Muehl

Approved 2-24-2010

**TOWN OF COTTAGE GROVE  
PLAN COMMISSION RESOLUTION NO. 2010-01**

**A RESOLUTION OF THE PLAN COMMISSION FOR THE TOWN OF COTTAGE GROVE  
RECOMMENDING THAT THE TOWN BOARD ADOPT THE AMENDMENT TO THE  
COMPREHENSIVE PLAN AS PREPARED BY THE COMMISSION**

WHEREAS, sections 62.23(2) and (3) of the Wisconsin Statutes authorize the Town to prepare and amend a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, section 66.1001(3) of the Wisconsin Statutes requires that a municipality must have a comprehensive plan that meets the state's definition by January 1, 2010, if it wants to take any action that affects land use after that date; and

WHEREAS, the Town Board directed the Plan Commission to prepare such a comprehensive plan amendment for its consideration; and

WHEREAS, the Plan Commission began working on such a comprehensive plan amendment with the assistance of a consultant; and

WHEREAS, the Plan Commission undertook relevant studies, including data collection and analysis; and

WHEREAS, the Town Board adopted a public participation plan to encourage public participation in the formation and review of the comprehensive plan amendment; and

WHEREAS, the Plan Commission held public meetings to involve citizens in the preparation and review of the comprehensive plan amendment; and

WHEREAS, proper public notice was provided for each of those meetings; and

WHEREAS, the Plan Commission has completed a comprehensive plan amendment consisting of text and maps that is entitled "Town of Cottage Grove Smart Growth Comprehensive Plan – 2030"; and

WHEREAS, the Plan Commission conducted a public open house on January 20<sup>th</sup> and a public hearing on January 27<sup>th</sup>, to consider the above-mentioned plan amendment; and

WHEREAS, the Plan Commission considered the public input that was offered at these and all other meetings; and

WHEREAS, the Plan Commission has determined that the above-mentioned comprehensive plan amendment is in the public interest and that it is needed for guiding and accomplishing the coordinated, adjusted and harmonious development of the Town which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development; and

WHEREAS, the Plan Commission has determined that it has met those requirements of the public participation plan for which it is responsible.


NOW THEREFORE, the Plan Commission, by resolution and majority vote of the entire Commission, respectfully recommends the following:

1. That the Town Board ratify its adoption of the "Town of Cottage Grove Smart Growth Comprehensive Plan - 2020, As Amended" and adopt the comprehensive plan amendment referenced above (often referred to as the "2010 Phase 2 Amendment"), a copy of which is attached hereto and incorporated by reference; and,
2. That the Town Board incorporate the 2010 Phase 2 Amendment into the "Town of Cottage Grove Smart Growth Comprehensive Plan - 2020, As Amended" and hereafter refer to the complete comprehensive plan as the "Town of Cottage Grove Smart Growth Comprehensive Plan – 2030;" and,
3. That the Town Clerk, pursuant to sections 66.1001(4)(b), 66.1001 (4) (e), and 66.1001 (4) (f) of the Wisconsin Statutes, send a copy of the 2010 Phase 2 Amendment to the Pinney Public Library, Wisconsin Land Council, Dane County, Community Analysis and Planning Division (CAPD), the Capital Region Planning Commission, the City of Madison, the Village of Cottage Grove, and the towns of Sun Prairie, Medina, Deerfield, Christiana, Pleasant Springs, Dunn, Blooming Grove, and Burke, all non-metallic mining permit holders in the Town, and any person who submit a written request to receive notice, along with an explanatory letter indicating that the 2010 Phase 2 Amendment, if adopted, will amend the "Town of Cottage Grove Smart Growth Comprehensive Plan - 2020, As Amended" previously provided and incorporated by reference.

ADOPTED this 1-27-2010

  
\_\_\_\_\_  
Silvin Kurt, Plan Commission Chair

Attest:

  
\_\_\_\_\_  
Kim Banigan, Town Clerk

Reviewed as to form and content:

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Constance L. Anderson, Town Attorney

TOWN OF COTTAGE GROVE

PLAN COMMISSION

February 24, 2010

1. Notice of the meeting was posted at Town Hall, Gaston Road at Brown Thrush, American Way and USH 12 & 18 at County BN. Plan Commission members present were: Silvin Kurt, Kris Hampton, Steve Anders, David Muehl, Sharon Fredenberg, and Phillip Bultman, along with those listed on the attached sign-in sheet (available in the clerk's office). Steve Anders left for an EMS call at 7:03 P.M.
2. Chair Silvin Kurt called the meeting to order at 7:01 p.m.
3. Approve minutes of the January 27, 2010 meeting: **MOTION** by Hampton/Anders to approve the minutes of the January 27, 2010 Public Hearing and Plan Commission meeting as printed. **MOTION CARRIED 5-0-1** (Frendenberg abstained).
4. Public Concerns: Public's opportunity to speak to the Plan Commission about any subject that is not a specific agenda item: None.
5. John & Patty Leonhardt – 3479 Natvig Road, Parcel #0711-283-8310-1 – Complete findings of fact for the standards listed in section 10.255(2)(h) of the Dane County Code of Ordinances for a conditional use permit for a four seasons store and sale of Christmas trees: **MOTION** by Hampton/Frendenberg that all standards from section 10.255(2)(h), Dane County Code of Ordinances, have been considered to be satisfied. **MOTION CARRIED 5-0.**
6. Daniel Goff - vacant land on County Road BB., Parcel 0711-071-9050-0 – 1.959 acres zoned C-1 and 0711-071-8790-7 – .224 acres currently zoned R-1A. Petition is to rezone the entire 2.18 acres as C-2 for warehouse and sale of antique cars: **MOTION** by Hampton/Kurt to approve a rezoning of 2.18 acres from C-1 to C-2, but only for permitted uses (b) major repairs to motor vehicles, (c) sales of new and used motor vehicles (q) parking and storing of motor vehicles. (warehousing is not included, only storage). **MOTION CARRIED 5-0.**
7. R.G. Huston Company, Inc, applicant, Dale and Dwight Huston, owners – 3355 County Road N (“Skaar Pit”) – combine and extend current Conditional Use Permits (#1956 and #2003) for mining operations for 5 more years: **MOTION** by Fredenberg/Hampton to approve the Conditional Use Permit for five more years, with the same conditions and limits to hours of operation as before (6 a.m. to 6 p.m., M-F, 8 a.m. to 3 p.m. Saturday) . All standards from section 10.255(2)(h), Dane County Code of Ordinances, have been considered to be satisfied. **MOTION CARRIED 5-0.**
8. Allen and Caryn Schmidt – 4345 Vilas Road – petition for future land use of 3.087 acres (parcel# 0711-074-8180-2) to be designated as Medium Density Residential/TDR Receiving Area in the Amendment to the Town's Comprehensive Plan. There was no opposition from the public, or from the Plan commission. No motion is required for Town Board consideration.
9. Nakoma Grove, LLC – petition for future land use of 50 acres at 2963 Hope Road (parcel #0711-301-8560-0) to be designated as residential in the Amendment to the Town's Comprehensive Plan: No presentation or attendance. Discussion was that since the property is in the City of Madison's ETJ, it would probably need to be developed as condominiums rather than subdividing. Consensus was to leave in the Ag district due to the ETJ issue and since there is already enough land designated for development to support planned growth.
10. ADJOURNMENT: **MOTION** by Muehl/Anders to adjourn. **MOTION CARRIED 5-0.** The meeting was adjourned at 7:43 P.M.

Submitted by: Dave Muehl

Approved 5-26-2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
MAY 26, 2010

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, Dave Muehl, Kristi Williams, Phillip Bultman and Virgil Schroeder all in attendance. Steve Anders arrived at 7:04 P.M. See attached sign-in sheet for a list of others present (available in the Clerk's office).
2. Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of previous meetings:
  - a. **MOTION** by Hampton/Kurt to approve the minutes of the February 24, 2010 Plan Commission meeting, correcting the makers of the motion to adjourn to read Muehl/Anders. **MOTION CARRIED 5-0-1** (Schroeder abstained).
  - b. **MOTION** by Schroeder/Hampton to approve the minutes of the March 24, 2010 Joint meeting of the Town Board and Plan Commission as printed. **MOTION CARRIED 6-0-0.**
4. Public Concerns: Public's opportunity to speak to the Plan Commission about any subject that is not a specific agenda item: It was noted that Kristi Williams is back to serve as a Plan Commissioner after a 20 year break. Sharon Fredenberg was thanked for her service on the commission.
5. Elections of Officers:
  - a. Chair: **MOTION** by Schroeder/Anders to elect Silvin Kurt as chair. **MOTION CARRIED 5-1.**
  - b. Secretary: **MOTION** by Schroeder/Anders to elect Dave Muehl as Secretary. **MOTION CARRIED 5-1.**
6. Royal Oak Engineering/Eric Sandsnes, Applicant, Skaar Living Trust, Landowner: 2480 Nora Road, Parcel 0711-222-8500-4. Petition to rezone 4.31 acres from A-1(EX) to R-1A to create 3 single family residential lots on Uphoff Road:

Presentation: Sandsnes said that 105 acres on North Star Road will be deed restricted to provide the necessary RDU's for the three lots. The County has a density study in progress that should be finished in time for the next Town Board meeting.

Concerns: Charles & Betty Devine, 2343 Uphoff Road, are concerned about "blind hill" access to the lots, and Shelly Hammond had questions on the process.

**MOTION** by Hampton/Bultman to approve the rezone of 4.31 acres from A-1(EX) to R-1A to create 3 single family residential lots on Uphoff Road. The driveway for Lot 3 (western most lot) must be no more than 30 feet from its eastern lot line, and a "Blind Driveway Ahead" sign must be erected by or paid for by Skaars upon the first sale of one of the lots. The three lots meet residential density requirements in the Ag District, being no larger than 1 ¼ acres. 105 acres off of North Star Road are to be deed restricted for no residential development. This is consistent with maintenance of farm land in large contiguous block, to maximize efficiency and reduce fragmentation. **MOTION CARRIED 7-0.**
7. Kevin Shelley & Sandra Whitney, 1764 Hwy 12 & 18: Petition to rezone approx. 1.0 acres from A-1(EX) to R-4 to separate 2 existing farm houses from the farm land: Shelly explained that the request for R-4 zoning is due to having two units on one lot. He is still weighing his options, and is OK with tabling the request. **MOTION** by Anders/Hampton to table for 90 days. **MOTION CARRIED 7-0.**
8. ADJOURNMENT: **MOTION** by Hampton/Schroeder to adjourn. **MOTION CARRIED 7-0.**  
The meeting was adjourned at 8:15 P.M.

(Kristi Williams may attend PSC Wind Siting Rules meetings in June)

Submitted by: Dave Muehl  
Approved 6-30-2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
JUNE 30, 2010

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, Dave Muehl, Phillip Bultman and Virgil Schroeder all in attendance. Rebecca Houghtaling of Crispell-Synder, Pam Andros of Dane County Planning and Development, and Attorney Connie Anderson were also present. See attached sign-in sheet for a list of others present (available in the Clerk's office).
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of previous meetings: **MOTION** by Schroeder/Hampton to approve the minutes of the May 26, 2010 Plan Commission meeting as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: Public's opportunity to speak to the Plan Commission about any subject that is not a specific agenda item: None.
5. Discuss plans for an outdoor amphitheater/free performance sound stage on KLM Grove Holdings, LLC property adjacent to The Gaston School Gallery at 4691 County Road N: Dave Morrow explained that he plans to lease some property west and north of the Gallery for free presentations on Thursday nights from 5:30 to 7:30 P.M, including minor food offerings and minor sound amplifications. He wants to have an agricultural emphasis. As this will fall under the agri-entertainment provisions of the Dane County zoning ordinance, no CUP or zone change is needed. No action is needed.
6. Discuss/Consider approval of removal of a 33' reservation for future road on R-1 zoned lot at 2620 Gaston Road, Jerry and Patti Helgeland, owners. (Bultman recused himself since Patti Helgeland is his daughter). Jerry Helgeland presented a letter and diagram asking for removal of the road reservation to allow for placement of a new garage. **MOTION** by Hampton/Kurt stating that the 33' reservation for a future road on the Helgeland property does not serve the interest of the Town, and if the reservation is not on the official transportation map of the Village of Cottage Grove, the Plan Commission is in favor of removing the 33' reservation. **MOTION CARRIED 4-0-1** (Bultman abstained).
7. Discuss/Consider approval of proposed language amending the Town of Cottage Grove Comprehensive Plan to address commercial use consistency concerns, and procedures to incorporate the language into the 2010 Phase 2 Amendment to the Town of Cottage Grove Comprehensive Plan: This change was initiated by Dan Goff's zone change request for parcels 0711-071-9050-0 and 0711-071-8790-7, denied by Dane County ZLR because it conflicts with the Town's land use plan. At issue is allowing for expansion of current commercial properties in non-commercial areas. Andros presented her ideas, Houghtaling presented her memo, and Anderson had her input. Discussion was to make sure to include the main issues: Traffic, noise, screening, hours, lighting & outdoor storage. Houghtaling will write up the suggested wording with input from Andros and Anderson, for consideration at the next meeting.
8. ADJOURNMENT: **MOTION** by Hampton/Kurt to adjourn. **MOTION CARRIED 5-0.** The meeting was adjourned at 8:26 P.M.

Submitted by: Dave Muehl  
Approved 7-28-2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
JULY 28, 2010

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, Dave Muehl, Kristi Williams, Phillip Bultman and Virgil Schroeder all in attendance.
2. Chair Silvin Kurt called the meeting to order at 7:04 p.m.
3. Approve minutes of previous meetings: **MOTION** by Schroeder/Hampton to approve the minutes of the June 30, 2010 Plan Commission meeting as printed. **MOTION CARRIED 7-0.**
4. Public Concerns: Public's opportunity to speak to the Plan Commission about any subject that is not a specific agenda item: Hampton reported that the Town Board does not want to spend the money for any other changes to the comprehensive plan this year, and Dan Goff has been notified of this. He further reported that the Dane County ZLR committee has approved the 2010 Phase 2 Amendment to the Comprehensive Plan, and the amendment will be going before the County Board next. The Village of Cottage Grove has filed an objection however.
5. Kevin Shelley & Sandra Whitney, 1764 Hwy 12 & 18: Petition to rezone approx. .62 acres from A-1(EX) to R-3 to separate 1 existing farm house from the farm (reappearance from May 25, 2010 meeting): Mr. Shelly has changed his request to R-3 since the measurement from the back of the house to the rear lot line is unclear. **MOTION** by Hampton/Williams to approve the rezone of approximately .62 acres from A-1(EX) to either R-1 or R-3, depending on the eventual setbacks, with shared well and driveway agreements required. The RDU being utilized is the non-transferrable RDU based on continued farm ownership since 1981. This meets the residential density for the agricultural district. **MOTION CARRIED 7-0.**
6. ADJOURNMENT: **MOTION** by Anders/Schroeder to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 7:32 P.M.

Submitted by: Dave Muehl  
Approved 8-25-2010



TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
AUGUST 25, 2010

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, Dave Muehl, Kristi Williams, Phillip Bultman and Virgil Schroeder all in attendance.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of previous meetings: **MOTION** by Schroeder/Bultman to approve the minutes of the July 28, 2010 Plan Commission meeting as printed. **MOTION CARRIED 7-0.**
4. Public Concerns: None .
5. David R. Dinkel, applicant, Patrick W. and Peggy J. Coffey, Landowners – 4452 Ridge Road, 30 +/- acres of Parcel 0711-122-8500-5 (west side of Ridge Road): Zone change from A-1EX to RH-1 to create two residential lots (2.3 and 2.5 acres), with remaining 26 acres rezoned to A-4 for zoning compliance: Mr. Dinkel made a presentation including maps with a minor change for the driveway entrance. Wayne and Patty Wollin, 4489 Ridge Road, spoke in opposition to the lots, suggesting that the lots would be better placed east of Ridge Road, or that Coffey should sell the TDRs instead. Mark Oleniczak, 1796 Strawberry Road, would prefer clustering of the lots, and is concerned about the marsh land. Phil Purdy, 1796 Strawberry Road, does not want to see the development. Plan Commission discussion included driveway lengths, lot sizes exceeding 2 acres, and the lack of clustering of the lots. It was noted that the land has been in the Coffey family since 1860. The petitioners would like the Plan Commission members to tour the site.

**MOTION** by Anders/Schroeder to table until the October meeting. **MOTION CARRIED 5-0-2** (Kurt and Muehl abstained).

6. Royal Oak Engineering/Eric Sandsnes applicant, Schlueter Living Trust/Mel Schlueter, owner – Parcel 0711-192-8000-6, 3897 Vilas Hope Road:
  - a. Zone Change from A-1EX to RH-1 to create a single family residence site.
  - b. Zone Change from A-1EX to R-1 to increase lot size for parcel 0711-192-8270-0 at 3893 Vilas Hope Road.
  - c. Zone Change from A-1EX to A-4 for zoning compliance.

Sandsnes presented a map, and explained that the purpose of the requested changes is mainly to move lot lines. No new building sites were being requested, the RDU for the old farm house would be moved to the new RH-1 lot. There was discussion about driveway details. The new owner indicated he was OK with putting in the driveway to town road standards with 2-3 inches of blacktop. There was also discussion about the easement to the north of the proposed A-4 lot being too large. It was noted that this easement was requested by the City of Madison, and is for ag access to the eastern parcel.

**MOTION** by Williams/Anders to approve the rezone of a 2.0 acre portion of Lot 1 from A-1EX to RH-1 as a replacement home site. The old farm house must be demolished within 3 months of occupancy of a new home. This rezone is only for lending assurances, but not creating a new lot. **MOTION CARRIED 7-0.**

**MOTION** by Hampton/Schroeder to approve the rezone of the areas surrounding parcel 0711-192-8270-0 at 3893 Vilas Hope Road as shown on the map from A-1EX to R1, increasing the lot size to 2.0 acres and satisfying current occupancy lines. It was noted that this is consistent with maximum residential lot size of 2 acres in the Agricultural district. Current owner is the son of the family farm owner. **MOTION CARRIED 7-0.**

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
AUGUST 25, 2010

**MOTION** by Anders/Kurt to approve the rezone of Lot 3, 18.073 acres, from A-1EX to A-4 for zoning compliance. The easement to the north will be 33' wide, and the property owner must obtain a culvert permit from the town, and install the culvert upon use of this easement.

**MOTION CARRIED 7-0.**

7. Discuss/Consider citizen's letter to Dane County ZLR Committee regarding the proposed 2010 Phase 2 amendment to the Town's comprehensive plan: **MOTION** by Hampton/Muehl to table until the September 22, 2010 meeting. **MOTION CARRIED 7-0.**
8. ADJOURNMENT: **MOTION** by Williams/Bultman to adjourn. **MOTION CARRIED 7-0.**  
The meeting was adjourned at 8:48 P.M.

Submitted by: Dave Muehl

Approved 9/22/2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
SEPTEMBER 22, 2010

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, Dave Muehl, Kristi Williams, Phillip Bultman and Virgil Schroeder all in attendance.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of previous meetings: **MOTION** by Schroeder/Bultman to approve the minutes of the August 25, 2010 Plan Commission meeting with a correction to the spelling of Dinkel in 5. **MOTION CARRIED 7-0.**
4. Public Concerns: Joe Ellingson, North Star Road, currently shares a driveway on the adjacent property owned by his mother. He is considering purchasing the  $\frac{3}{4}$  acre under the driveway and creating a shared driveway agreement, but this would put his parcel at 2.75 acres. Other options suggested were to trade acreage between the parcels to stay within 2 acres, or purchase the land but have a separate tax parcel with building restrictions.
5. Patrick W. and Peggy J. Coffey, Landowners – 4452 Ridge Road, 30 +/- acres of Parcel 0711-122-8500-5 (west side of Ridge Road): Zone change from A-1EX to RH-1 to create two residential lots (2.3 and 2.5 acres), with remaining 26 acres rezoned to A-4 for zoning compliance. (Tabled from August meeting): Kurt left the table and Hampton chaired the meeting for this item. Chris Miller, the new representative for the Coffeys, distributed maps showing 4 new options for the lots. Proposal 1 was similar to the original proposal with one lot on the north end of the parcel and one on the south end, but lot sizes were reduced to 2 acres each. Proposals 2 and 3 had both lots at the north end of the property. Proposal 2 had the lots sharing a single driveway, while Proposal 3 had each lot with its own driveway. Proposal 4 had both lots on the south end of the property with a shared driveway.

There was discussion about possibly using a public easement on the north end of the Purdy property adjacent to the lots in proposal 4, but this idea was discarded due to prohibitive cost.

Wayne and Pat Wollin, 4489 Ridge Road, again suggested that the lots would be better on the east side of Ridge Road, south of Coffey's house. Mark Olejniczak, 1796 Strawberry Road, repeated his desires as expressed at the last meeting.

There was discussion on alternatives other than the proposals shown, including placing both lots on the south end of the parcel, side by side like Proposal 3 but with a shared driveway. Chris Miller presented a rebuttal backing Proposal #4 as the best alternative.

**MOTION** by Schroeder/Anders to approve Proposal #4, with 2 “hammer” lots up to 2 acres each, reconfigured to reach all the way to the west property line, with a shared driveway and no special setbacks required. The shared driveway is to be 12” thick by 18' wide gravel with a turnaround area (pavement is not required). Additionally:

- The drawing of Proposal #4 is to be revised for the October 6, 2010 Town Board Meeting.
- It was noted that the proposal meets RDU requirements in the Ag District on page J-17 of the land use plan.
- The proposal meets the density requirements in the Ag District on page J-17 of the land use plan.
- RDU's being used are:
  - 1) Family RDU that would otherwise expire on January 1, 2011

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2) Regular RDU

The remaining land to be deed restricted for no further residential development.

**MOTION CARRIED 4-2-1** (Williams and Hampton opposed, Kurt abstained)

6. Discuss/Consider concerns regarding Skarstinden Road TDR Receiving Area: Hampton reported that he had attended the ZLR committee meeting in August to clarify the Town's intent, but the committee did not come to any consensus. The item may be back on their September 28<sup>th</sup> agenda. Although the committee's official position is unknown, Hampton thought their main issues were that it does not meet items 4. *Creates a logical development pattern to avoid sprawl and leap-frog development* and 5. *Avoids or minimize land use conflicts* of the Town's criteria for approval of receiving areas (page J-15 of the land use plan).

Karen Kessenich, 4075 Vilas Road expressed her reservations on the Skarstinden Road receiving area. Steve Fehringer, 1703 Nora Road expressed dissatisfaction on the 8x multiplier on that parcel. Village President Mike Mikalsen stated that the Village is worried about the TDR program with the "perpetuity" definition vs. simple deed restrictions and the ability to make changes.

**MOTION** by Muehl/Hampton to table until the October meeting. **MOTION CARRIED 7-0.**

7. Discuss revisions to TCG Ord. Chapter 15 Land Division and Planning Code: **MOTION** by Hampton/Muehl to table until the October meeting. **MOTION CARRIED 7-0.**
8. ADJOURNMENT: **MOTION** by Hampton/Williams to adjourn. **MOTION CARRIED 7-0.**  
The meeting was adjourned at 9:34 P.M.

Submitted by: Dave Muehl  
Approved 10-27-2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
OCTOBER 27, 2010

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 Virgil Schroeder all in attendance. Steve Anders arrived at 7:26 P.M.
2. Chair Silvin Kurt called the meeting to order at 7:05 p.m.
3. Approve minutes of previous meetings: **MOTION** by Williams/Schroeder to approve the minutes of the September 22, 2010 Plan Commission meeting as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: None.
5. Kevin S. Uphoff, Applicant, Kendal & Donna Uphoff, Landowners – Parcels 0711-141-9000-5 and 0711-141-9500-0 at 4142 Ridge Road – Requesting rezone from A1-EX to RH-1 to create three 2-acre lots: No one spoke in favor or opposition of the proposal. Committee discussion included the need for a shared driveway agreement for the three lots to share a single 20 foot wide service drive. **MOTION** by Williams/Kurt to approve the rezone of three 2 acre lots from A1-EX to RH-1, with a shared driveway for the three lots. This meets the clustering and residential density for a two acre maximum lot size on page J-17 of the comprehensive plan. The RDU for one of the lots will come from the extra RDU based on continuous ownership since 1981. (The other two RDU's will utilize two of the four available on the farm per the density study dated September 30, 2010.) **MOTION CARRIED 5-1** (Anders opposed).
6. Discuss/Consider concerns regarding Skarstinden Road TDR Receiving Area: **MOTION** by Bultman/Williams to accept the County's recommendation to remove the Skarstinden Road property from the list of medium density residential receiving areas. **MOTION CARRIED 5-1** (Hampton opposed).
7. Discuss revisions to TCG Ord. Chapter 15 Land Division and Planning Code: **MOTION** by Hampton/Anders to table until the November meeting. **MOTION CARRIED 6-0.**
8. ADJOURNMENT: **MOTION** by Hampton/Kurt to adjourn. **MOTION CARRIED 6-0.** The meeting was adjourned at 9:00 P.M.

Submitted by: Kris Hampton  
Approved 11-16-2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
NOVEMBER 16, 2010

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 Virgil Schroeder all in attendance. Attorney Connie Anderson arrived at 7:10 P.M.
2. Chair Silvin Kurt called the meeting to order at 7:01 p.m.
3. Approve minutes of previous meetings: **MOTION** by Anders/Williams to approve the minutes of the October 27, 2010 Plan Commission meeting as printed. **MOTION CARRIED 6-0-1** (Muehl abstained).
4. Public Concerns: None.
5. Discuss revisions to TCG Ord. Chapter 15 Land Division and Planning Code (LDPC): Anderson reviewed the changes needed, and notes were made on Hampton's copy. It was noted that if the County's TDR program is adopted, section 15.15 of the Town's LDPC could be eliminated. Anderson will make the noted changes and distribute for a vote at the next meeting, which will be December 22, 2010.
6. Discuss/Consider sending Plan Commission members to the Wisconsin Towns Association December Seminars: Muehl, Bultman and possibly Williams will attend the December 14<sup>th</sup> seminar in Wisconsin Dells,
7. ADJOURNMENT: **MOTION** by Hampton/Williams to adjourn. **MOTION CARRIED 7-0.** The meeting was adjourned at 9:07 P.M.

Submitted by: Kris Hampton  
Approved 12/22/2010

TOWN OF COTTAGE GROVE  
PLAN COMMISSION  
DECEMBER 22, 2010

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, and Phillip Bultman in attendance. Attorney Connie Anderson was also present.
2. Chair Silvin Kurt called the meeting to order at 7:00 p.m.
3. Approve minutes of previous meetings: **MOTION** by Anders/Bultman to approve the minutes of the November 16, 2010 Plan Commission meeting as printed. **MOTION CARRIED 5-0.**
4. Public Concerns: Donald Viney asked whether the RDU for the house at 2172 US Hwy 12 & 18 can be transferred elsewhere if the parcel the house is on is put back with the surrounding ag land. Hampton will direct the Clerk to inquire with Dane County about this.
5. Kendal & Donna Uphoff, owners:
  - a) 4142 Ridge Road, parcel 0711-141-9000-5 – rezone of 2.46 acres from A1-EX to RH-1, utilizing the bonus RDU for continuous ownership since 1981 to create a parcel for the existing dwelling.
  - b) 2063 West Ridge Road – parcel 0711-142-8500-1 - rezone of 2.80 acres from A1-EX to RH-1, utilizing the bonus RDU for continuous ownership since 1981 to create a parcel for the existing dwelling.

*The Uphoff's withdrew both of these petitions prior to the meeting.*

6. Larry G. Skaar, owner – 3310 County Road AB – rezone of 2.0 acres from A1-EX to RH-1 to create single family hobby farm: There were no public questions or concerns. **MOTION** by Hampton/Kurt to approve the rezone of a maximum of 2 acres at 3310 County Road AB, with dedication of 33' of road right-of-way along Siggelkow Road. It was noted that according to Exhibit J-2 on page J-22 of the Comprehensive Plan, single family residences are allowed in the Limited Commercial land use district. **MOTION CARRIED 5-0.**
7. Donald Viney, owner – 2040 Schadel Road – parcel 0711-353-9500-4 – rezone of 2 acres from A1-EX to RH-1 to create separate residential lot with existing home for son: Mr. Viney stated that he does not want any further residential development on this parcel. **MOTION** by Hampton/Anders to approve the rezone of +/- 3.9 acres at 2040 Schadel Road from A1-EX to A2(2) with a deed restriction for no future residential development and a dedication of 33' of road right-of-way along Schadel Road to the Town. The RDU is to come from the Greg & Lee Hellickson farm. It was noted that this meets the residential density criteria for the Agricultural land use district on page J-17 of the Comprehensive Plan. The woods and slopes dictate a lot size exceeding 2 acres. **MOTION CARRIED 5-0.**
8. Discuss/consider approval of revisions to TCG Ord. Chapter 15 Land Division and Planning Code: Attorney Connie Anderson presented the recommended revisions. **MOTION** by Kurt/Anders to approve the revisions to Chapter 15, with final discussion and approval at the January 26, 2011 meeting. **MOTION CARRIED 5-0.**
9. ADJOURNMENT: **MOTION** by Hampton/Bultman to adjourn. **MOTION CARRIED 5-0.**  
The meeting was adjourned at 8:32 P.M.

Submitted by: Dave Muehl  
Approved 1-26-2011