



Public Notice of the Village of Cambridge, pursuant to Section 19.84, Wisconsin Statutes, is hereby given to the public and to the news media, that the following meeting will be held:

PLAN COMMISSION

DATE: MONDAY, OCTOBER 12, 2026

TIME: 6:30 PM

LOCATION: AMUNDSON COMMUNITY CENTER
200 SPRING ST.
CAMBRIDGE, WI 53523

1. **CALL TO ORDER / ROLL CALL**
2. **PROOF OF POSTING**
3. **PUBLIC COMMENTS (LIMIT OF THREE MINUTES PER PERSON)**
4. **APPROVAL OF MINUTES:** Minutes of September 14, 2026
5. **PUBLIC HEARING**
 - a. 600 Kenseth Way (Lot 2 of CSM) Rezone from B-MU to B-G
6. **NEW BUSINESS – ACTION REQUIRED**
 - a. Discussion regarding intended use for 225 Jefferson as it pertains to permitted and conditional use in the B-H zoning district.
 - b. Review and potential recommendation to Village Board approving the rezone of 600 Kenseth Way (Lot 2 of CSM) Rezone from B-MU to B-G
 - c. Review and potential recommendation to Village Board approving a land division of 112/120 South Street by certified survey map.
7. **OLD BUSINESS – ACTION REQUIRED**
 - a. Returned Item: Review and potential recommendation to Village Board approving Arnett's Phase of the Summer Prairie Preliminary Plat.
8. **QUESTIONS, STAFF REFERRALS, AND FUTURE AGENDA ITEMS**
9. **ADJOURNMENT**

Brian Wilson, Village Clerk/Treasurer

Posted: October 8, 2026

NOTE:

Individuals who need special accommodations are encouraged to call (608) 423-3712 at least 24 hours before the meeting. A quorum of the Village Board may be present to gather information related to their duties as Village Trustees; however, no official business will be conducted, and no action will be taken by the Board at this meeting. For more detailed information about agenda items, please contact (608) 423-3712.



MINUTES

PLAN COMMISSION

AMUNDSON COMMUNITY CENTER
200 SPRING ST., CAMBRIDGE, WI 53523
MONDAY, SEPTEMBER 14, 2026, 6:30 PM

1. CALL TO ORDER / ROLL CALL: President Hollenbeck called the meeting to order at 6:31 p.m.

Members Present – President Hollenbeck, Trustee Jankowski, D. Hollenbeck, C. Krueger, and J. Landowski.

Members Absent – J. Milsap.

Others Present – Tom Safer, Greg Meadors, Sarah Schulz, Heather Kohl, Josh Kohl, Geri U'Ren, Ron U'Ren, Jenelle Meyer, Tim Meyer, Denny Larson, Tina Lindsay, Jeanne Esquivel, Frank Peregrine, Gail Tufte, Michael Coughlin, Greg Hellmich, Stephen Tremlett (Planner with MSA), and Village Clerk/Treasurer Brian Wilson.

2. PROOF OF POSTING: Upper and Lower levels of the Amundson Center, Cambridge Post Office, Badger Bank, Bank First, and the Village website.

3. PUBLIC COMMENTS (LIMIT OF THREE MINUTES PER PERSON):

Three residents commented on the Summer Prairie preliminary plat for parcel 0612-123-4780-1.

- Greg Meadors (801 Chickadee) opposed the plat as proposed. He said Summer Prairie is zoned Residential – Low Density while the new plat included Residential - Medium Density and Residential - High Density. Proposed lots were as small as 7,745 square feet, compared with the existing subdivision's 10,000-square-foot minimum.

Meadors further said individual grinder pumps were not comparable to Summer Prairie's gravity-flow system. He asked the Village to ensure the pumps would not create problems for the existing system and to hold the builder responsible for future issues.

He asked whether the extension would match the existing road and include sidewalks. He cited child safety as a reason to require both.

Meadors objected to placing substantially different house sizes close together at both ends of Waverly Drive. He asked for green space where the homes would otherwise meet with little separation.

Meadors stated the builder supposedly paid \$300,000 for about 22 acres and was asking \$100,000 for lots smaller than one-quarter acre. He argued that the project could preserve compatibility while still supplying affordable housing.

- Tom Safer (207 Waverly Drive) asked whether the Commission would act before the 90-day deadline in October. He also asked whether a rezoning application had been filed, when its hearing would occur, and whether a plat could advance while proposing zoning for which no application had been filed.
- Jeanne Esquivel said affordable housing was needed but should be planned intentionally. She described Summer Prairie as a connected, walkable neighborhood near the elementary school. She urged the Commission to keep the addition equal and compatible with the existing community rather than build without regard to its character.

4. APPROVAL OF MINUTES:

Motion by D. Hollenbeck to approve the minutes of August 10, 2026. Second by J. Landowski. Motion carried by voice vote.

5. PUBLIC HEARINGS:

- a. Text Amendment revoking Commercial Condos as a conditional use in the Mixed Business Zoning District.

The Commission had previously added commercial condominiums as a Conditional Use in the Business Mixed Use zoning district for an applicant who is no longer proceeding. Staff and counsel found that “commercial condos” lacked a complete definition, leaving the use insufficiently established in the code. A future amendment could define and restore the use if needed.

No one spoke during the public hearing.

6. OLD BUSINESS – ACTION REQUIRED

- a. Consider recommending approval to the Village Board the Summer Prairie Preliminary Plat for Parcel 0612-123-4780-1.

The Commission had postponed this item at its prior meeting because members needed more time to review the submitted material. Steve said the Commission had to act within 60 days of submission. The Village Board has 90 days from the application date to approve it, approve it with conditions, or deny it with stated reasons.

A preliminary-plat recommendation signals agreement with the general layout. It does not approve the final plat or the proposed rezoning. Rezoning requires its own public hearing and would normally occur with the final plat. Substantial changes, such as adding five lots, could require another preliminary-plat review. Lesser lot-line adjustments would not necessarily do so.

Land use and lot configuration

The comprehensive plan’s future-land-use map shows most of the property as neighborhood residential. A green area appears along the main road. Steve said earlier approvals allowed residential development across the property and called the green designation a high-level mapping error.

The original full-buildout concept had nine existing properties adjoining the undeveloped area. The current proposal places 14 lots south of them.

- Medium-density lots: Eight proposed lots adjoining part of the existing neighborhood were designed for residential medium density. The smallest lot had been revised to exceed 8,000 square feet.
- Buildable triangular lots: The updated materials illustrated how homes could fit on the two pie-shaped lots at the bend while meeting setbacks. The lot boundaries could still move without necessarily creating a major plat change.
- High-density parcel: The landowner intended townhomes on the parcel then discussed as Lot 44. The comprehensive plan limits the concept to no more than four units per building. Lot-size rules would cap the site at 13 units. A later site-plan review would determine the exact design.
- Housing need: Jenny Landowski supported more affordable housing and rejected the premise that added density necessarily makes a neighborhood less safe, playable, or community-oriented. She still wanted changes to the lot layout around the curved section.
- Smaller-yard demand: The chair noted that some buyers cannot afford larger properties, while others do not want the burden of maintaining extensive yard space.

Landowski focused on Lots 27 through 30, especially the two wedge-shaped lots. She said the arrangement could create awkward sightlines, privacy problems, and views toward neighboring house corners. Mike Hoffman suggested broadening Lots 28 and 29 and allowing the developer to reduce the number of lots where necessary.

The discussion expanded to the full transition along the existing subdivision. Members considered whether only Lots 25 through 32 should change or whether the dimensional standard should extend farther. Steve explained that an RL lot generally requires at least 10,000 square feet and greater frontage. RM lots may be as small as 8,000 square feet, with a minimum width discussed as 65 feet rather than the roughly 75 feet required for RL. Square footage alone does not establish the zoning category because frontage also matters.

Members estimated that applying RL dimensions across the full stretch could remove two or three lots. The actual effect would depend on frontage and the redesigned lot lines. Steve noted that density transitions commonly occur across rear lot lines. He also said the proposed difference was a change in single-family lot width, not a shift from single-family homes to duplexes or from duplexes to townhomes.

The final added condition requires Lots 25 through 43 to meet the width and depth standards of the residential low-density district. The wording avoided treating the preliminary-plat action as a rezoning approval. It keeps those lots dimensionally consistent with the corresponding low-density properties and gives the developer room to redesign the curved lots.

Roads and sidewalks

The proposal reduces the Waverly Drive right-of-way from 66 feet to 60 feet. The traveled roadway and required sidewalk widths would remain unchanged. The reduction affects the terraces between curb and sidewalk. After checking the dimensions, staff described the change as roughly 10 feet to 7 feet. Steve said six feet is generally healthy space for street trees.

The narrower right-of-way keeps the stormwater-management area outside private lots and leaves access around the basins. The Commission did not view the narrower terraces as a major problem because the roadway and sidewalks retain their widths.

Sidewalks were already shown on both sides of Waverly Drive. None had been shown along Highland Drive. Members cited the village's expectation that new development include sidewalks and added a condition requiring a public sidewalk along Highland.

Staff then checked the existing dedication and found that the right-of-way already extends far enough to connect the Highland sidewalk to the existing sidewalk at Waverly. No additional easement or right-of-way acquisition appeared necessary. The developer must cover the improvement and construction through the development agreement.

D. Hollenbeck asked where sidewalk requirements should stop because the next group of homes could face the same demand. The chair limited the present condition to the lots within this development.

Sewer and grinder-pump system

Each home would use an E1 grinder pump that sends wastewater through a lateral to a force main. The homeowner would own and maintain the grinder pump and the connection from the force main back to the house, much as homeowners now maintain private laterals.

The chair said the village planner and water and sewer director had not identified a problem with the proposed system. She also said grinder-pump technology had improved over the past 10 years.

Staff's conditions address detention time in the force main. If wastewater remains too long, the system may need flushing. Any required flushing cost would fall to the developer or homeowners association. Engineering had also considered placing a smaller pipe inside an existing larger force main for two previously divided CSM lots. That interim approach could reduce flushing until more homes create regular flow.

The earlier odor concern related to those first two Summer Prairie homes. The existing force main had been sized for a lift station and a larger development that will not occur because the adjoining land is now county-owned. Staff expected the concern to diminish as additional homes add flow.

A plan sheet divided the E1 system into 12 zones. When asked what the zones represented, Steve said an engineer would need to answer. He said that issue could be resolved after preliminary-plat action.

Stormwater, parkland, and trail access

The earlier stormwater system was designed for the full buildout. Staff recommended that the conveyance and pass-through system handle a 200-year storm, compared with the 100-year standard in place when the original development was approved.

No formal parkland dedication or trail route appeared in the proposal. The stormwater outlot contains unused ground, but it lacks road access and was not presented as usable parkland. A nearby park also exists. The default alternative is a fee in lieu of parkland.

The larger outlot was described as 8.5 acres that includes wetland and stormwater areas. Staff said it would be dedicated to the village. A potential corridor exists between Lots 6 and 7 toward county land. A future path could be left open or built to the property edge. No adjoining county path now exists, and routing around the basins toward Highland would be difficult.

Architecture and covenants

Landowski asked whether the village could discourage rows of identical house models. Staff said architectural variety would normally be addressed through private covenants and restrictions rather than village enforcement. The developer appears to install infrastructure and sell lots to builders rather than construct every home.

The covenants had not yet been submitted. The Commission may comment on them at final-plat review, but it added no architectural condition to the preliminary plat.

Motion by President Hollenbeck to recommend to the Village Board to approve the Summer Prairie Preliminary Plat for Parcel 0612-123-4780-1. Second by D. Hollenbeck. Following discussion, this motion was amended.

Motion by P. Hollenbeck to recommend to the Village Board to approve the Summer Prairie Preliminary Plat for Parcel 0612-123-4780-1 with the seven conditions recommended by MSA as well as requiring Lots 25 through 43 to match Residential – Low Density standards and requiring the developer to construct a sidewalk along Highland Drive and a connection onto Waverly. Second by G. Jankowski. Motion carried on a voice vote.

7. NEW BUSINESS – ACTION REQUIRED

- a. Consider text amendment to revoke Commercial Condos as a conditional use in the Mixed Business zoning district.

Motion by Trustee Jankowski to recommend to the Village Board to revoke commercial condos as a Conditional Use in the Mixed-Use Business zoning district. Second by J. Landowski. Motion carried by voice vote.

Motion by President Hollenbeck to move item 7d up in the agenda for consideration as item 7b. Second by J. Landowski. Motion carried by a voice vote.

- d. Consider recommending approval to the Village Board the 2-lot CSM for Parcel 0612-013-0501-1.

Motion by G. Jankowski to recommend the Village Board approve the 2-lot CSM for Parcel 0612-013-0501-1. Second by C. Krueger. Motion carried by voice vote.

- b. Consider recommending approval to the Village Board the Palmer Meadows Plat for Parcel 0612-124-0010-2. Palmer Meadows covers parcel 0612-124-0010-2. The final plat includes seven home lots. Mike Coughlin said he would approve each final house plan under a deed restriction before construction.

Motion by D. Hollenbeck to recommend to the Village Board the approval of the Palmer Meadows Plat for Parcel 0612-124-0010-2 with the conditions as recommended by MSA. Second by C. Krueger. Motion carried by voice vote.

- c. Consider recommending approval to the Village Board the rezone Lots 1-8 to Low-Density Residential and Outlot 1 as Conservancy in the Palmer Meadows Plat.

Staff said the residential classification matches the intended lot sizes. Conservancy zoning is common for outlots and sharply limits development to uses such as preservation and stormwater management.

Motion by G. Jankowski to recommend to the Village Board approval of the rezone of Lots 1-8 to Low-Density Residential and Outlot 1 as Conservancy in the Palmer Meadows Plat. Second by D. Hollenbeck. Motion carried on a voice vote.

8. QUESTIONS, STAFF REFERRALS, AND FUTURE AGENDA ITEMS

- a. Staff reported a future application will seek a rezoning and text amendment for the Cambridge Winery property. Churches are not allowed in the mixed business district, so the anticipated request would allow the church use and move the property to general business.

9. ADJOURNMENT

G. Jankowski made a motion to adjourn the meeting. Second by J. Landowski. Motion carried by voice vote.

Meeting adjourned at 8:11 p.m.

Respectfully submitted by Brian Wilson, Clerk/Treasurer

These minutes are not official until approved by the Plan Commission.

To: Village of Cambridge Planning Commission
From: MSA Planning Staff
Subject: 600 Kenseth Way Zoning Text and Map Amendments
Date: October 6th, 2026

Context

At its September meeting, the Plan Commission reviewed a two-lot Certified Survey Map for the 5.2-acre property at 600 Kenseth Way. The purpose of the CSM was to separate the undeveloped northern portion of the property from the southern portion containing the Cambridge Winery and event center. At that time, staff noted that there had been preliminary discussions regarding a church interested in purchasing and occupying the existing winery building.



The applicant has submitted two related zoning applications:

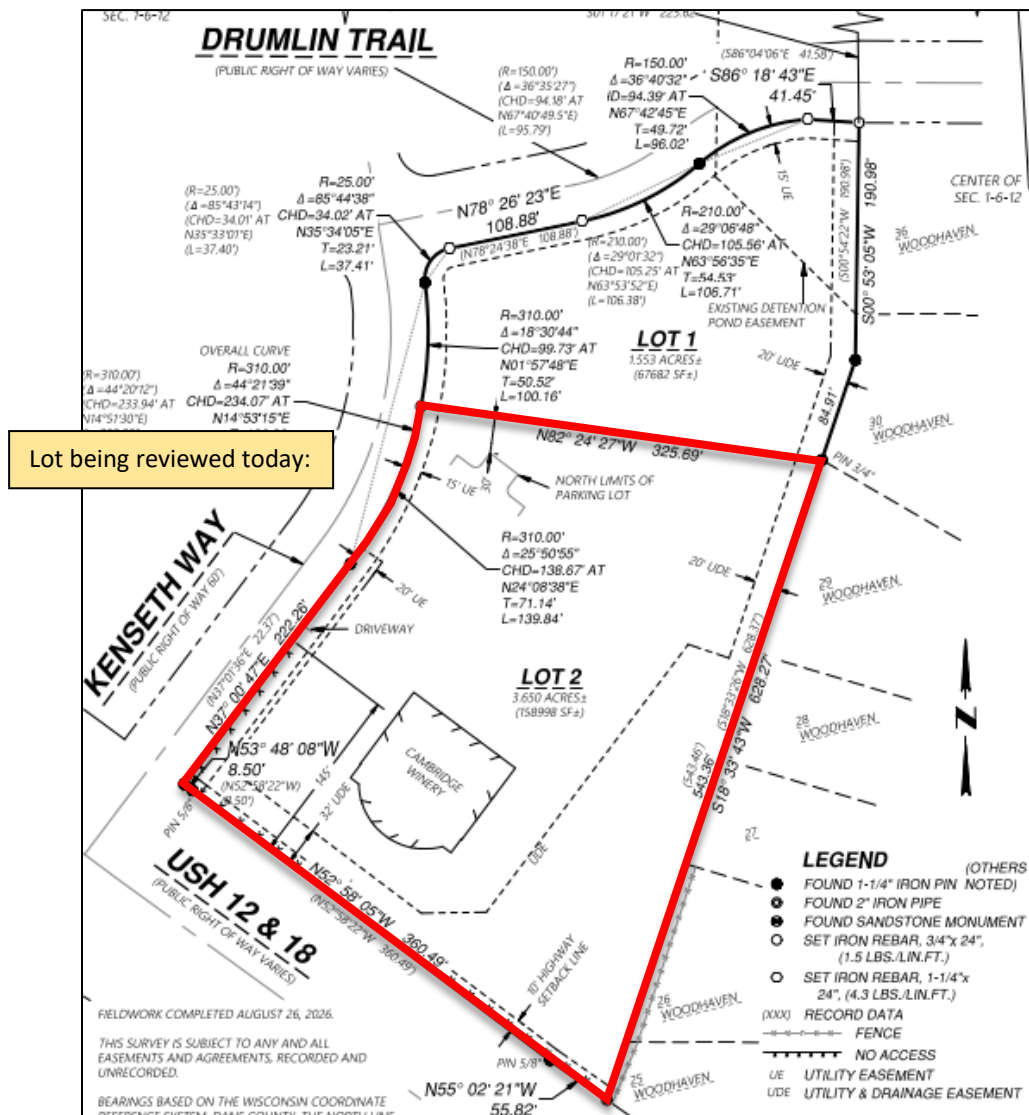
1. A Zoning Text Amendment to allow “churches and their affiliated uses” as a permitted use in the B-G General Business District; and
2. A Zoning Map Amendment to rezone Lot 2 from B-MU Mixed Use Business to B-G General Business.

After further review of the permitted uses under B-G General Business, there is a permitted use that includes religious organizations as noted below. This phrasing is unique to this zoning district with others using “churches and their affiliated uses”. **The need for a zoning text amendment is no longer required.**

*41. The offices, **meeting places, and premises of** professional membership associations; civic, social, and fraternal associations; business associations, labor unions and similar labor organizations; political organizations; **religious organizations**; charitable organizations; or other nonprofit membership organizations.*

CSM

The final CSM identifies Lot 1 as 1.553 acres and Lot 2 as 3.650 acres. Lot 2 is the southern lot and contains the existing Cambridge Winery building.



Zoning Map Amendment – 600 Kenseth Way, Lot 2

Request

The applicant requests rezoning of the southern lot created by the recently reviewed CSM from B-MU Mixed Use Business to B-G General Business (the other lot in the recent CSM will not be rezoned). The lot contains the existing Cambridge Winery and event center building.

The rezoning is associated with a proposed purchase of the property by Iglesia Pentecostal Jehova Rafa, who intends to use the existing building as a church. The proposed use would include worship services, church offices, weddings, and church educational classes. No substantial changes to the exterior of the existing building are planned other than signage.

Surrounding Land Use and Zoning

The property is located along Kenseth Way and abuts US Highway 12/18. The highway corridor to the south has a primarily commercial character, while property to the north and east transitions toward residential.

The existing building has historically operated as a winery and event center hosting gatherings and events. The primary church activity will occur on Sundays and during some weekday evening periods. This use is not assumed to increase traffic or negatively impact the level of service of the adjoining roads and intersections (as compared to the current use).

Consistency with the Comprehensive Plan

Future Land Use Map (2045 Cambridge Comprehensive Plan):



Within the 2045 Comprehensive Plan Future Land Use Map, the parcel is primarily in the Commercial designation, with a small portion extending into the Neighborhood Residential designation. In cases of split future land use categories, there is acceptance to modify the edges of the split when it's not dictated by existing parcel lines (which is the case here). Therefore, this allows General Commercial to be considered for the entire Lot 2 of the recently approved CSM. **Note: CSM has not been recorded as the conditions of approval are still be met by applicant.**

Rezoning the parcel to B-G General Business is consistent with the General Commercial FLU intent, which notes acceptable zoning districts of B-G, B-H and PUD. Staff therefore finds the proposed rezoning consistent with the Village's Comprehensive Plan.

Potential Action

Plan Commission may recommend conditional approval by Village Board rezoning of **Lot 2 of the approved CSM from B-MU Mixed Use Business to B-G General Business**, per the following condition:

1. Prior to issuing the rezone, a copy of the recorded CSM for which this application is requesting a rezone shall be provided to the Village.

Village of Cambridge Amendments to Zoning Text and Map (Rezone) Application

200 Spring Street, PO Box 99, Cambridge, WI 53523 ♦ Phone (608) 423- 3712
https://cambridgewi.gov

The Plan Commission meets on the second Monday of each month at 6:30 p.m. in the Amundson Community Center. Submit your complete rezoning application (with \$600 fee) at least **30 days before the meeting** with 1 hard copy and 1 digital copy of all required materials listed below.

The review begins only when the application is complete, and the fee is paid to the Village Clerk. Applicants or their representatives should attend the meeting to present the rezoning request and answer questions. A public hearing is required, with a Class 2 notice published at least 20 days in advance. The Plan Commission will make a recommendation to the Village Board within 60 days of referral.

If you have any questions about the requirements, please contact Steve Tremlett, Zoning Administrator, at (608) 242-6621 or stremlett@msa-ps.com.

Owner Name(s): Frank Peregrine, Cambridge Winery, LLC	
Applicant Name (if different than above): Geovani Villalongo, Iglesia Pentecostal Jehova Rafa	
Property Address: 600 Kenneth Way	Parcel #: 0612-013-0501-1
Applicant Address (if different than above): 4700 McFarland Ct, McFarland, WI	
Applicant Phone: 608-122-4143	Applicant Email: jehovarafa.madison@gmail.com
Current Zoning Designation: B-MU	Current Property Use: Winery / Event Center

The fee for a rezoning request is \$600, payable to the Village of Cambridge. Additional costs may apply if mapping updates or legal review are required. In addition to the required fee, one hard copy and one digital version each of the following items must be provided:

- A scaled plot drawing showing the location, boundaries, dimensions, uses, and size of the subject site; existing and proposed structures; parking; floodplain boundaries (if any); and yard setbacks.
- Complete Rezone Applicant Response Form on the following pages.

I (we) certify that all of the above statement and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief. I (we) consent to the entry in or upon the premises described in this application by any authorized official of the Village of Cambridge for the purpose of securing information, and posting, maintaining and removing such notices as may be required by law.

Applicant Signature: _____ **Date:** _____

Owner Signature: _____ **Date:** _____

For Staff Use Only	
Date Received:	Fee Paid?
Public Hearing Date:	Public Hearing Publication Dates:
Plan Commission Recommendation: ☐ Denied ☐ Approved Subject to:	
Village Board Decision: ☐ Denied ☐ Approved (Ord # _____) Subject to:	

Map Amendment (Rezone) - Applicant Response Form

Please answer the following questions to help the Plan Commission and Village Board evaluate your rezoning request:

1. **Zoning District:** What is the current zoning designation? What zoning district are you requesting? Note: confirm current zoning by going to Zoning Viewer located in Village's Plan Commission and Zoning webpage: <https://cambridgewi.gov/long-range-plans/>.

Response: Current Zoning is Mixed Use Business District. Request is to rezone the existing parcel into General Business District based on the text amendment approval that will now allow "Churches and their affiliated uses" as a new permitted use in the General Business Zoning.

2. **Purpose:** What is the purpose of the rezoning request?

Response: Current zoning did not allow for a Church and their affiliated use. General Business District will now allow a "Church and their affiliated uses" based on new approved text amendment. Buyer of the property wants to use the existing building as a Church.

3. **Current and Proposed Use:** What is the current use of the property? What is the proposed use?

Response: Current use is Cambridge Winery and Event Center. Used for hosting large events such as weddings, meetings, & 5 times weekly a dinner operation with small menu appetizer and dinner options. Owners are retiring and selling. Proposed Use is a Church and church offices for staff, weddings, and church education classes.

4. **Compatibility with Surrounding Development:** How is the proposed zoning compatible with surrounding land uses and development patterns?

Response: The exterior of the current structure will not change except the name change on the existing pedestal sign. Property is currently Mixed Use Business District and next to single family housing. Existing traffic flow for current structure is evenings and weekends. Travelling west of the property is a restaurant for Pizza, Medical Clinic, Dental Clinic then Veterinary Clinic. The church will not increase traffic patterns versus current use due to use generally for Sunday afternoon services and then Monday and Wednesday Evening services.

5. **Other Relevant Factors:** Are there any other factors the Plan Commission should consider when reviewing this request?

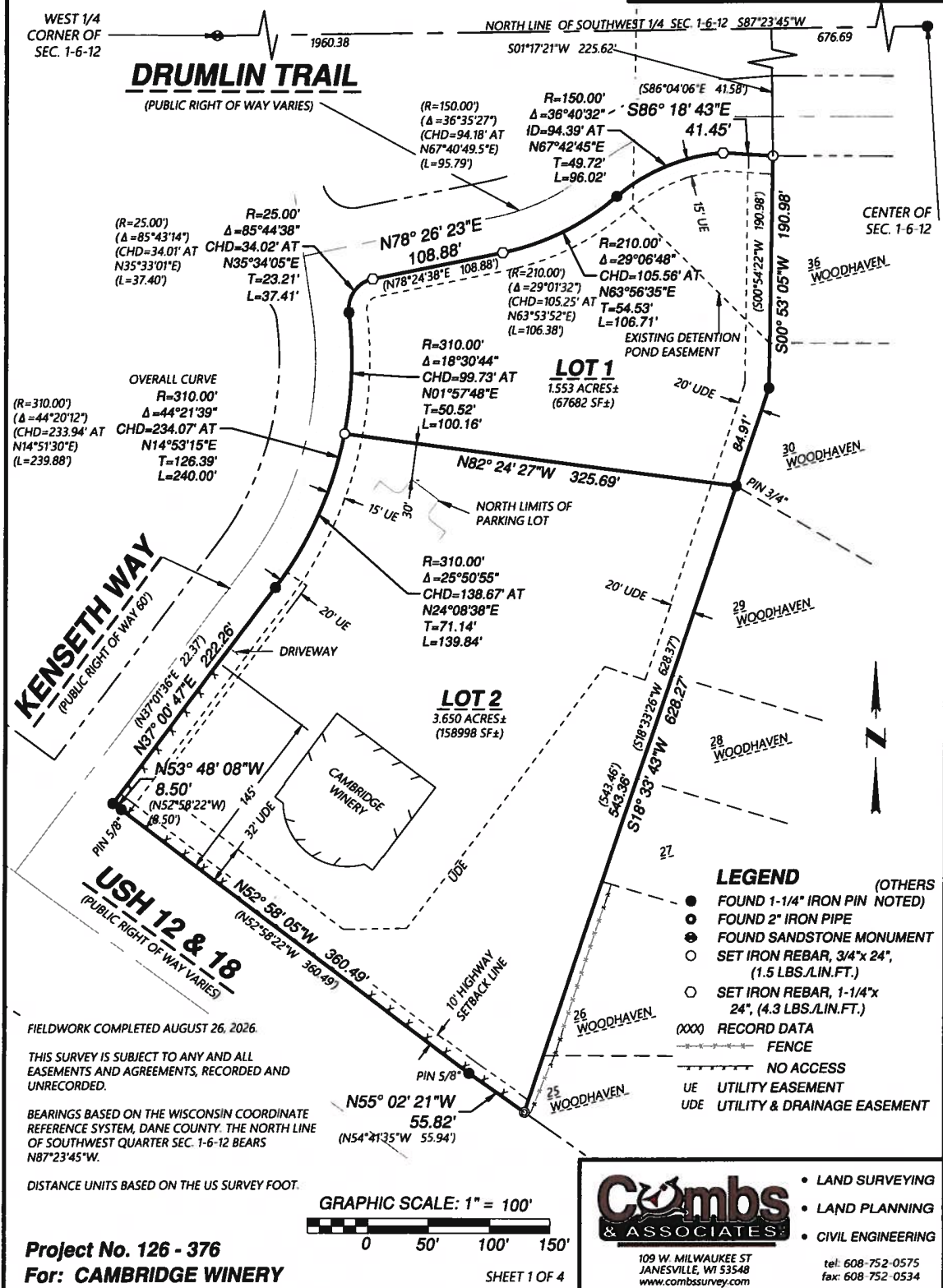
Response: Village of Cambridge 2045 Comprehensive Plan, Future Land Use Map identifies this area as General Commercial. Approval of a change of zoning will not conflict with the future plans of this area for the Village of Cambridge.

Iglesia Pentecostal Jehova Rafa is the future owner of the property. They have an accepted offer. Offer is contingent upon approval of the new zoning for use as a church.

* This copy not to scale

CERTIFIED SURVEY MAP NO. _____

OF LOT 1 OF MATT'S PLAT TO THE VILLAGE OF CAMBRIDGE, BEING
PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER
OF SECTION 1, T.6N., R.12E., OF THE 4TH PM,
VILLAGE OF CAMBRIDGE, DANE COUNTY, WISCONSIN.

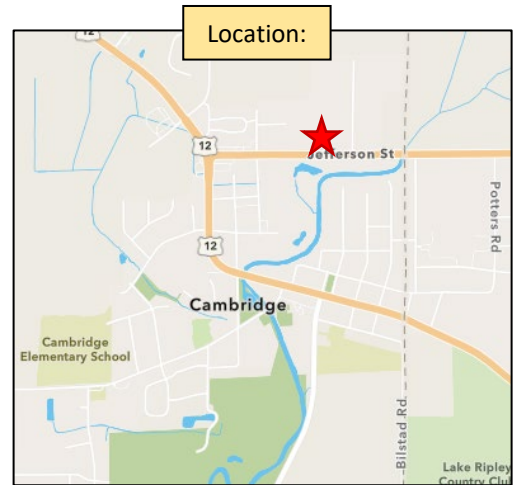


To: Village of Cambridge Planning Commission
From: MSA Planning Staff
Subject: 225 Jefferson Street – Vehicle Repair Use Interpretation
Date: October 6th, 2026

Background

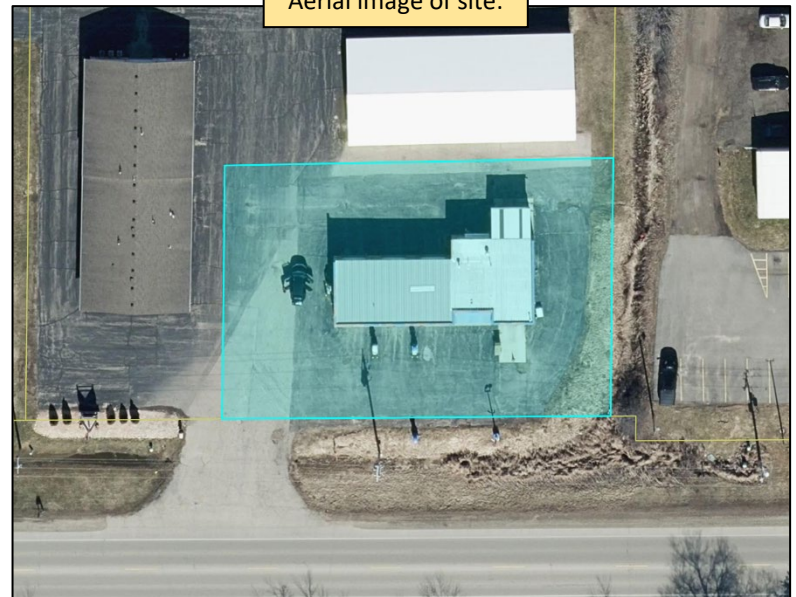
An applicant wishes to operate a used motor vehicle dealership at 225 Jefferson Street, which is zoned B-H Highway Business. Retail automobile sales are a permitted-by-right use in the B-H District per Sec. 17.32.020(A).

As part of the dealership operation, the applicant would like to perform repairs and maintenance on vehicles owned by the dealership and being prepared for sale. They indicated that repair services would not be offered to outside customers. The Wisconsin dealer licensing materials also require a dealer to have either an on-site repair shop or an agreement with a nearby repair shop.



Code Interpretation Question

17.32.030(E) identifies “automobile repair shops, including shops for general mechanical repairs [and] automobile body repair” as a conditional use in the B-H District. The Code does not address whether repair work performed only on a dealership's own inventory is considered part of the permitted-by-right ‘vehicle sales’ use or if it constitutes a separate ‘automobile repair shop’. Staff is requesting Plan Commission guidance on the question of whether limited in-house repair and maintenance of vehicles owned and offered for sale by the dealership, with no repair services offered to the general public, may be treated as incidental to the permitted vehicle sales use, or whether any on-site automobile repair activity should require a CUP.



The rationale for requiring a CUP is that automobile repair can create impacts such as noise, vehicle storage, and waste handling, and the intent of making these types of uses Conditional was likely to allow the Plan Commission to address those impacts through appropriate conditions. Conversely, the proposed activity could reasonably be interpreted as different in nature from a typical automobile repair shop because repairs would be limited to vehicles owned by the dealership.

Next Steps

No motion or formal action is requested. Staff will use the Plan Commission's discussion to determine how the proposed use should be administered.

Potential Outcomes

- If the direction is that a CUP is required, the applicant would be required to pay the applicable CUP fee and staff would proceed with the required public hearing notice for consideration of the CUP at the November Plan Commission meeting.
- If the incidental use is considered permitted under “vehicle sales”, the landowner can continue with his intended use without an additional application, fee and Village meetings.

To: Village of Cambridge Planning Commission
From: MSA Planning Staff
Subject: 112 & 120 South Street – Lot Line Adjustment / Certified Survey Map
Date: October 6th, 2026

Request

Kenneth Durst, with Douglas Rahn as adjoining property owner, requests approval of a Certified Survey Map (CSM) to adjust the common property boundary between the residential properties at 112 and 120 South Street.

Douglas Rahn currently owns parcel #0612-121-6207-6 and is looking to convey the westerly one-half of the lot to Kenneth B. Durst and Karen S. Durst Revocable Trust, which owns adjoining lot (parcel #0612-121-6229-0). The proposal therefore adjusts the boundary between two existing residential parcels and does not create an additional development lot.



Proposed CSM

The preliminary CSM, prepared by Wisconsin Mapping, LLC and dated September 22, 2026, establishes two resulting parcels:

- Lot 1: 13,171 square feet, containing the existing residence and garage on the Rahn property.
- Lot 2: 13,166 square feet, containing the existing residence and shed on the Durst property.

Both properties are currently zoned R-M Residential Medium-Density, and no zoning change or change in land use is proposed. There will be no new infrastructure or utility improvements associated with the adjustment.

Consistency with the Comprehensive Plan

The CSM does not create an additional residential lot, change the existing residential use of either property, or increase the permitted development intensity. The proposed lot line adjustment is consistent with the Village's existing residential development pattern and Comprehensive Plan.

Subdivision Ordinance

The lot design standards of Sec. 16.24.040 are met by the proposed land division.

Zoning Ordinance

The only dimensional requirements of the R-M Residential Medium-Density District that is impacted by this lot line adjustment is the side setback. This change will not be impact this setback.

Action

Should Plan Commission recommend approval of the proposed Certified Survey Map to the Village Board, the following conditions should be considered.

1. The final CSM shall address any remaining technical comments and be approved by the Zoning Administrator and Village Engineer prior to Village signature and recording.
2. All applicable Village review fees shall be paid, and a recorded copy of the CSM shall be provided to the Village following recording with the Dane County Register of Deeds.

Village of Cambridge Land Division Application

200 Spring Street, PO Box 99, Cambridge, WI 53523 ♦ Phone (608) 423- 3712
<https://cambridgewi.gov>

Application Information

The Plan Commission meets on the second Monday of each month at 6:30 p.m. in the Amundson Community Center. To be considered for the meeting agenda, submit your complete application (including fee) at least 25 days in advance. Include: 5 hard copies and 1 digital copy of all materials and Environmental Assessment Checklist (required for all land divisions).

If your proposal affects land outside the plat or changes the Village's official zoning map, a public hearing may be required. In that case, the Village will publish a Class 2 notice per §15.08.040 of the Municipal Code. **If you have any questions about the requirements, please contact Steve Tremlett, Zoning Administrator, at (608) 242-4828 or stremlett@msa-ps.com.**

Owner Name(s): <u>Douglas Rahn</u>	
Applicant Name (if different than above): <u>Kenneth Durst</u>	
Project Address: <u>112/120 South St</u>	Parcel #(s): <u>Pt of 111/061212162076</u>
Applicant Address (if different than above): <u>120 South St. Cambridge, WI 53523</u>	
Applicant Email: <u>KENDURSTSERVICE@gmail.com</u>	Surveyor: <u>WISCONSIN MAPPING</u>
Surveyor Phone: <u>608-764-5602</u>	Surveyor Email: <u>WISMAPPING@gmail.com</u>
Current Zoning: <u>R-M</u>	Existing Use of Property: <u>Residential</u>
Development Size: _____ acres and <u>2</u> lots	Acres Remaining in Parent Parcel:
Proposed Zoning: <u>R-M</u>	Plat Name:

Land Division Submittal Checklist:	
☒ Fee (see information at right)	• Sketch Plan: No fee. • CSM: \$350 plus \$50 per lot over 2 lots. • Preliminary Plat: \$350 plus \$50 per lot. • Final Plat: \$350 plus \$50 per lot.
☐ Complete Application (this page)	
☐ Sketch plan/CSM/Plat (one hard copy)	
☐ Environmental Assessment Checklist (Appendix A under Section 16.12)	
☐ Project Description & Intent Form (attached)	

Applicant Signature: X Kenneth P. Durst Date: 9/23/2026

Owner Signature: X Douglas A Rahn Date: 9-23-2026

For Staff Use Only		
Date Received:	Fee Amount:	Paid?
Project to Appear before Plan Commission on:		PH Publication Dates:
Plan Commission Recommendation: ☐ Denied ☐ Approved Subject to:		
Village Board Decision: ☐ Denied ☐ Approved (Res # _____) Subject to:		

Project Description & Intent – Land Division Application

Please complete the following sections to describe your proposed land division. This form replaces the need for a separate letter of intent.

1. Project Overview:

Summarize the proposed land division, including the number of lots, intended use, and any phasing plans.

See Attached map - Add Real Estate
to PIN 111/061212162290 - Residential use

2. Purpose of the Land Division:

Explain why the division is being requested and how it supports the goals of the property owner or developer.

Adding Real Estate to PIN 111/061212162290

3. Infrastructure and Utility Needs:

Identify any new or modified infrastructure (roads, water/sewer, stormwater) required for the development. Provide preliminary engineering, inclusive of conceptual stormwater management plan, for Preliminary Plat review. Provide final engineering plans for Final Plat review.

NONE

4. Environmental Features and Considerations:

Note any known environmental constraints (wetlands, floodplains, steep slopes, etc.) and how they will be addressed. Provide wetland delineation report if lands are identified with mapped or wetland type soils per Wisconsin DNR.

NONE

5. Additional Information or Special Considerations:

Include any other relevant details that may assist staff and the Plan Commission in reviewing your application.

Providing PIN 111/061212162290
Additional Side lot.

DOUGLAS RAHN AND KENNETH DURST
CERTIFIED SURVEY MAP

NARRATIVE:

Douglas Rahn, owner of Lots 7 and 8, Block 2, Original Plat of Cambridge, Village of Cambridge, Dane County, Wisconsin, PIN 111/061212162076 is conveying the Westerly one-half of Lot 8, Block 2, Original Plat of Cambridge to Kenneth B. Durst and Karen S. Durst Revocable Trust dated February 26, 2019. Kenneth B. Durst and Karen S. Durst Revocable Trust dated February 26, 2019 currently own Lot 9, Block 2 Original Plat of Cambridge, PIN 111/061212162290 and will combine the Westerly one-half of Lot 8, Block 2, with Lot 9.

Proposed Lot 1 will be the Rahn parcel and outlined in Blue.

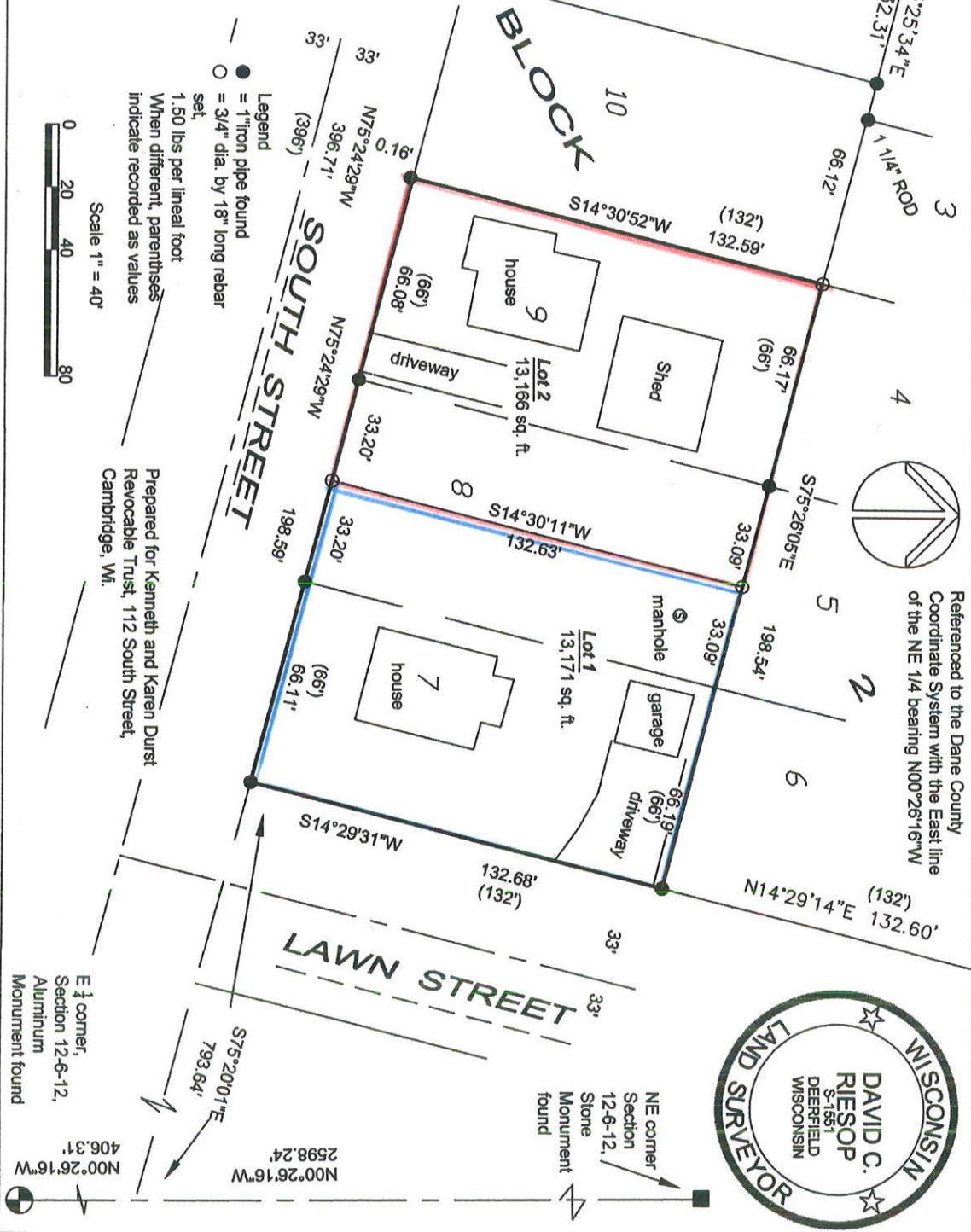
Proposed Lot 2 will be the Durst parcel and outlined in Red.

Current zoning will not change.

Certified Survey Map

Preliminary

Lots 7, 8 and 9, Block 2, Original Plat of the Village of Cambridge,
being further located in part of the SE 1/4 of the NE 1/4 of Section 12, Town
6 North, Range 12 East, Village of Cambridge, Dane County, Wisconsin



Wisconsin Mapping, LLC

surveying and mapping services
306 West Quarry Street, Deerfield, Wisconsin 53531
(608) 764-5602

Dwg. No. 6611-26 Date 9/22/2026

Sheet _____ of _____

Document No. _____

C.S.M. No. _____ V. _____ P. _____

To: Village of Cambridge Plan Commission

From: MSA Planning Staff

Subject: Arnett's Addition to Summer Prairie Preliminary Plat Staff Report – **Follow up Discussion**

Date: October 7th, 2026

Background

At its September meeting, the Plan Commission recommended conditional approval of the Preliminary Plat for Arnett's Addition to Summer Prairie with nine conditions. The property is currently zoned R-L Low Density Residential, with portions of the proposed plat intended for future rezoning to R-M Medium Density Residential for several lots and R-H High Density Residential on one lot.

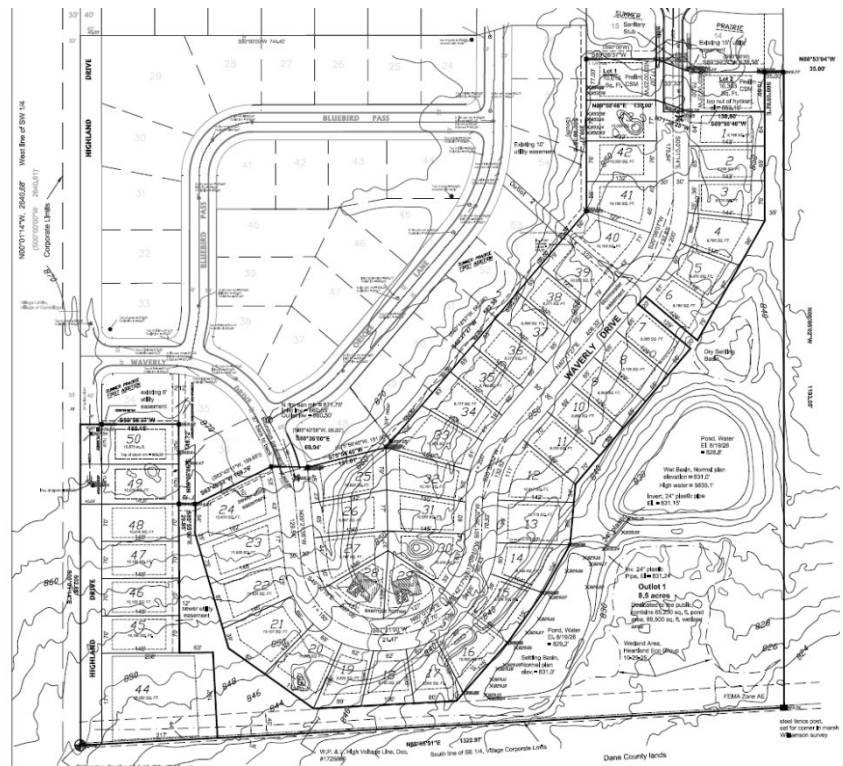
At the subsequent September Village Board meeting, the developer expressed disagreement with certain conditions recommended by the Plan Commission, particularly Condition 8 which required Lots 25-43 to remain R-L Low Density Residential. The Board considered a motion that would have approved the preliminary plat with Conditions 1-7 and 9 (removing Condition 8). That motion failed on a 3-3 vote. The Board subsequently voted to return the preliminary plat to the Plan Commission for additional discussion with no specific direction on what items should be discussed at Plan Commission.

The following summarizes the primary items that were discussed in the Board meeting with hope to provide additional recommendations back to the Village Board for their October meeting. **This action is time sensitive, as Board action is required this month, or it's approved as presented. Engineering drawings are available reviewing last month's packet, as the submittal has not changed since the last meeting.**

What a Preliminary Plat Approval Does

Preliminary plats establish the general layout of lots, public right-of-way, easements, outlots, grading, and utility concepts before a final plat is prepared, approved, and recorded. The final plat must substantially conform to the approved preliminary plat, all conditions of approval, and applicable laws and regulations.

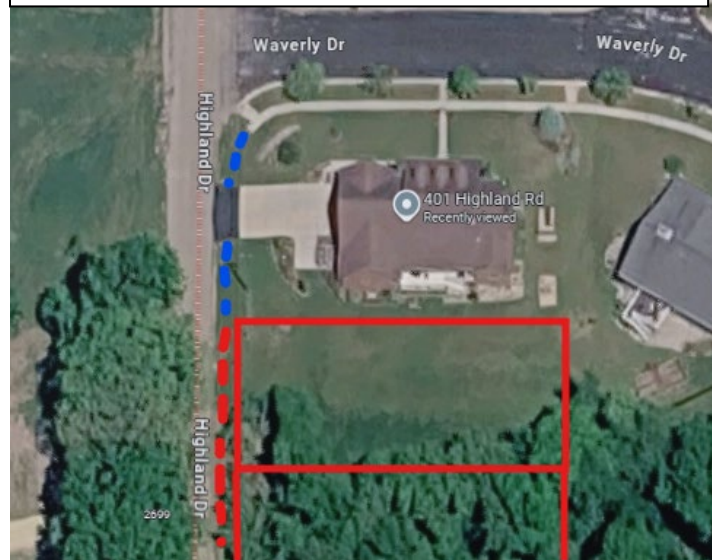
Accordingly, the purpose of the current discussion is to determine whether the overall subdivision layout should move forward and what conditions should guide preparation of the Final Plat. **Preliminary Plat approval does not by itself approve the future rezoning, establish final engineering details, or create or record the proposed lots.**



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There was some discussion at the Village Board meeting regarding Condition 9, which requires extension of sidewalk along the east side of Highland Drive from Waverly Drive to the southern boundary of Lot 44. The condition also requires the developer to construct and pay for the missing sidewalk segment through the existing right-of-way fronting 401 Highland Road. The existing right-of-way in front of the First Addition Lot at the corner meets the 40-feet from centerline, and the proposed plat will also dedicate to allow a 40-foot right-of-way from the centerline. This provides the necessary area to provide a sidewalk in the right-of-way along Highland Drive. T

Blue: sidewalk required by the condition of approval
(ROW has already been dedicated)



At the Village Board meeting, the developer mentioned that portions of Outlot 1 should be credited toward the Village's parkland dedication requirement, thereby reducing the required fee-in-lieu-of- payment. The Board discussed the possibility of accepting some qualifying land for parkland dedication credit.

Section 16.28.020 establishes specific standards for land to qualify toward the required dedication. In summary:

- Recreational land should **generally be at least three acres, although smaller areas may be considered**
- The land must be **relatively level and dry and suitable for a playground, playfield, or similar active recreational use.**
- It should be centrally located, **visible to the public, accessible by walking or biking, and capable of accommodating such features as a playground, usable open/playfield space, benches, or similar recreation.**

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- A pedestrian/bicycle **trail only counts if it is within a greenway at least 50 feet wide**, is attached to a neighborhood or mini-park, and does not replace the required active recreational area.
- Wetlands, floodplains, stormwater management areas, drainageways, street right-of-way, **trail-only land**, and “left over,” unwanted, or development-restricted land do not count.
- Conservancy or other open-space land may be accepted by the Village as a donation **but does not satisfy the parkland dedication requirement**.

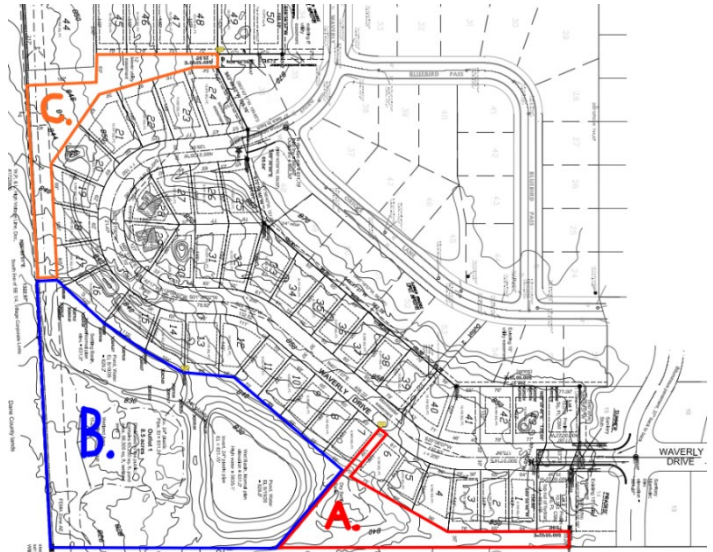
The approximately 8.4 acres of undeveloped/outlot land can generally be separated into three areas for purposes of this discussion:

Section A is slightly more than one acre, connects directly to Waverly Drive, and has an area that could accommodate a trail, playground, and/or usable recreational area. Of the three areas, this is the portion that could most reasonably be considered for parkland dedication credit. **Acceptance would remain subject to the Village Board determining that the land satisfies the ordinance.**

Section B contains the wetland, stormwater management facilities, and related drainage areas. These lands do not qualify toward the required parkland dedication.

Section C is also slightly more than one acre and would preserve existing woodland. As currently configured, Section C does not have the same direct public access and visibility and has not been demonstrated to contain an area suitable for playground uses and trail corridor width required by the ordinance. Therefore, staff does not currently recommend counting Section C toward the required parkland dedication.

Partial dedication is addressed through 25%, 50%, and 75% dedication tiers, with the corresponding fee-in-lieu reduced to 75%, 50%, or 25%, respectively. **The separate park impact fee remains applicable. The exact parkland credit does not need to be resolved in order to determine whether the general Preliminary Plat layout is acceptable. However, the Plan Commission may provide a recommendation for the Village Board's consideration.**



Condition 8 – Lot Size and Future Rezoning

Condition 8 was the primary issue discussed by the Village Board and is the principal item being returned to the Plan Commission. As you recommended, the condition stated Lots 25-43 shall be dimensioned to meet the R-L zoning district to be closer to the size of the existing R-L zoned neighborhood lots. The developer has objected to this condition on the grounds that R-L dimensions would result in the loss of approximately two lots and negatively affect the financial feasibility of the project.

The lot sizes for the section abutting the existing neighborhood includes seven lots per the current plat, as illustrated on the next page (i.e., purple numbers 1,3-8). The average lot size of the existing homes with backyards abutting the plat lots in question averages around 11,500 square feet in size and 90-foot in width. The amended R-L zoning requires minimum lot standards of 10,000 square feet and 75 feet width, while R-M zoning requires minimum lot standards of 8,000 square feet and 60 feet width. The variability in lot size between existing abutting



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lots and the zoning minimums are as follows: reduction of 13% and 17% to the minimum of R-L requirements, or a reduction of 30% and 33% with R-M zoning minimum standards. As visible in the plat exhibit (shown below) it presents a roughly 1.25-1.5 lots in the plat as compared to existing lots abutting the proposed plat.

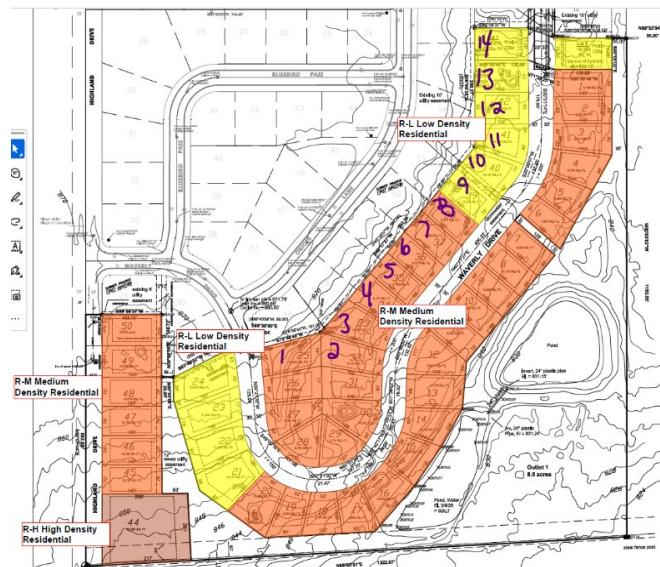
The developer stated that the homes proposed on the R-M lots would not necessarily be smaller than those he would build under R-L simply because the lots are smaller. MSA notes the existing homes are between 60-70 feet wide, and the proposed R-M lots would provide a narrower buildable envelope, generally around 50 feet after side-yard setbacks.

One consideration for the developer is if additional units or lots are achievable on Highland Drive to offset any reduction in lots on Waverly Drive. While lots on Highland are still part of the overall plat, it is separated from the internal network of streets.

The Board did not provide direction to either retain or remove Condition 8. Removing Condition 8 would allow the Preliminary Plat layout to proceed without prejudging a later zoning decision. The approval of a future final plat would need to be revised if future rezone is not approved and adopted by ordinance. If you want to soften the language of Condition 5, it may read as follows:

- Final Plat approval is contingent upon adoption of the necessary rezoning for any lot sizes that do not meet current zoning for the property (R-L).

Preliminary Plat Phase 3 (2026)



Potential Action

The Plan Commission may reaffirm its previous recommendation or recommend revised conditions to the Village Board. The previous recommended conditions are outlined below (with red text outlining potential modifications).

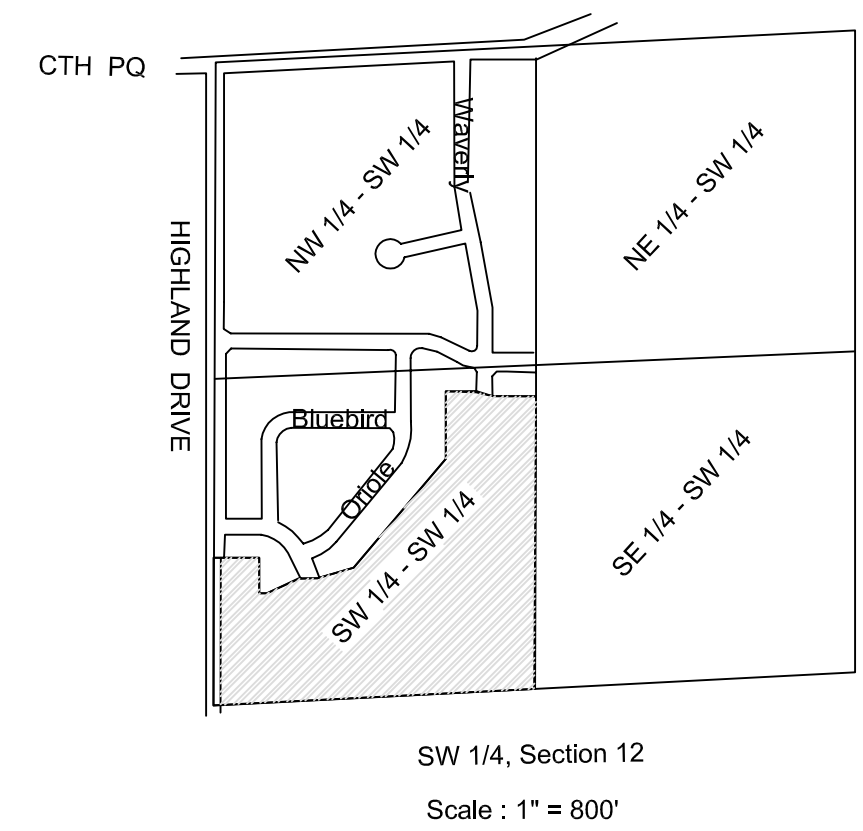
1. Full engineering review of grading, streets, and utilities shall be considered with Final Plat submittal. The applicant shall address all comments and requirements identified by the Village Engineer and obtain written approval of revised preliminary engineering before submitting the Final Plat.
2. Full engineering review will be required for the E/One sanitary sewer system as part of the Final Plat.
 - a. Design of the E/One system includes acceptable residence times; however, residence times are expected to be higher until full buildout occurs. Until full buildout of Arnett's Addition to Summer Prairie, residence times in the force main may exceed six hours, which may result in odors within the Village sanitary sewer at the connecting manholes. Any required maintenance for flushing by the Village of Cambridge staff to address odors shall be the financial responsibility of the developer or HOA and shall be addressed in the Developer's Agreement for recoverable financial obligations.
 - b. The Village will require the connecting manholes to be lined for prevention of H2S corrosion.
 - c. E/One easements and flushing connections shall be evaluated by the Village Engineer.
3. The stormwater management plan was previously approved by the Village as part of the original two phases of development. It is not expected that the pond will require redesign; however, in order for the Village to accept the stormwater management for Arnett's Addition to Summer Prairie, the

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developer/developer's engineer shall provide the following to the Village Engineer as a condition of Final Plat and Final Engineering approval:

- a. As-built certification and maintenance/repair of the existing facilities.
 - b. Under current proposed conditions (full buildout), confirmation that the existing stormwater ponds satisfy the density requirements for rate control and water quality for the proposed Plat.
 - c. Engineering plans demonstrating safe passage of the 200-year storm through the site; however, management of the 200-year storm is not required per conversations with Dane County.
4. The revised plat shall identify the intended zoning district for every lot and correct any other dimensional nonconformities.
5. Final Plat approval is contingent upon adoption of the necessary rezoning from R-L Low Density Residential to R-M Medium Density Residential and R-H High Density Residential for the applicable lots. Lots not included in an approved rezoning shall comply with the R-L District. **-or replace with- Final Plat approval is contingent upon adoption of the necessary rezoning for any lot sizes that do not meet current zoning for the property (R-L).**
6. Park impact fees and parkland dedication or fee-in-lieu requirements shall be satisfied in accordance with Sections 16.28.020 and 16.28.030. **Any credit for land within Outlot 1 shall be limited to land accepted by the Village Board as qualifying parkland (i.e., only land east of the wetland and storm basins meets the Village parkland requirements).**
7. Any multifamily development on Lot 44 shall require separate zoning and site plan review. Preliminary Plat approval does not approve a dwelling-unit count, building layout, parking plan, or access configuration for that lot.
8. **[remove?] The area currently occupied by Lots 25-43 shall meet the dimensional standards of the R-L Low Density Residential District.**
9. Sidewalk shall be constructed along the east side of Highland Drive from Waverly Drive to the southern boundary of Lot 44. The Development Agreement shall require the developer to bear the cost of and construct the sidewalk, including the portion of public right-of-way fronting 401 Highland Drive (Lot 34 from Summer Prairie First Addition).



Elevations shown are
referenced to NAVD 88
datum

Scale 1" = 80'



A horizontal scale bar with a black background and white markings. The markings are at 0, 40, 80, and 160 feet. The bar is divided into four equal segments, each representing 40 feet.

WISCONSIN

DAVID C. RIESOP
S-1551
DEERFIELD WISCONSIN

LAND SURVEYOR

Dwg. No.	6494-25	Date	4/24/2026
Sheet	1 of 1		7/21/26