TOWN OF COTTAGE GROVE
PLAN COMMISSION MINUTES
MAY 28, 2025

1) Notice of the meeting was posted at the Town Hall and on the Town's website. A quorum was present with Steve Anders, Tom Banigan, Troy Eickhoff, Kris Hampton, Mark Kudrna, Jerry Meylor and Dave Muehl present. Clerk-Treasurer Kim Banigan took minutes.

2) Hampton called the meeting to order at 7:00 P.M.

3) Approve minutes of previous meetings: **MOTION** by Hampton/Meylor to approve the minutes of the April 23, 2025 meeting as printed. **MOTION CARRIED 7-0.**

4) Public Concerns: None.

5) Kirk and Heidi Eilenfeldt, petitioners and landowners: Rezone 2.0 acres of parcel 0711-144-8001-0 on Ridge Road from FP-35 to RR-1 to create a new residential lot using the RDU transferred from parcel 0711-273-9600-0. (DCPREZ-12160 tabled from April meeting): Mr. & Mrs. Eilenfeldt were both present. Their new plan showed the proposed RR-1 lot size increased from 1.0 to 2.002 acres to address concerns expressed by the Commission at the prior meeting. Mr. Eilenfeldt said this still leaves plenty of room for farming and gardening operations on the property, and that the main goal is a holding spot for the transferred RDU, they may not build there any time soon. **MOTION** by Hampton/Banigan to recommend approval of the rezone of 2.002 acres from FP-35 to RR-1, using the transferred RDU from parcel 0711-273-9600-0. **MOTION CARRIED 5-0.**

6) Allison Rodriguez & Jose Rodreguez Moreno, petitioners and landowners, parcel 0711-141-8200-5 at 4185 Ridge Road: Rezone 1.1 acre from SFR-1 to RR-1 with a CUP for a limited family business (small remodeling business, including 35 x 60 accessory building for storage and carpentry shop space.) (DCPREZ-12164 and CUP-2660 tabled from April meeting): Ms. Rodriguez was present virtually. She stated that they have confirmed the location of the drain field, and that the proposed driveway to the new outbuilding would not be on the drain field but would cross the main line between it and the house. The loading/unloading area would not interfere with the drain field either. There was brief discussion about the length of the driveway and if it would need to be built to standards for longer driveways, but thoughts were that any firefighting efforts for the new outbuilding would be done from W. Ridge Road, which is closer. Ambulances would need to use the driveway, however. Hampton asked if there would be any outside storage, Ms. Rodriguez said there would not be. The Clerk-Treasurer read the seven standards for CUP approval along with the petitioners' responses, and Commission members agreed they were all satisfied. **MOTION** by Muehl/Eickhoff to recommend approval of the rezone of Rezone 1.1 acre from SFR-1 to RR-1 with a CUP for a limited family business, no outdoor storage allowed and the driveway must be built. **MOTION CARRIED 7-0.**

7) Dale R. Huston, petitioner, DJH Land Holdings, LLC, property owner: Design review for proposed rebuilding of existing shed/grainery into an additional office building for R.G. Huston Company: Dale and Wade Huston were present. Dale described the plans and purpose of the building, which will incorporate the foundation of the old grainery but be similar in style to their existing office building on Coffeytown Road. It will house offices and two conference rooms. Landscaping around the building will be hardscape: stone with plants in planters to avoid water getting under the parking lot. The building will use an existing well. **MOTION** by Hampton/Banigan to approve the design of the building and site as presented. **MOTION CARRIED.**

8) Viney Acres LLC, petitioner and landowner, parcels 0711-331-8000-7 and 0711-331-9502-8 on

North Star Road: Don and Marilyn Viney were present, along with Chris Casson from Birrenkott Surveying. Brian Arcand from Synder Engineering was present virtually.

a) Rezone of 21.76 acres to General Commercial for a 7-lot commercial subdivision, and 3.99 acres to Utility, Transportation and ROW (DCPREZ #12170): **MOTION** by Hampton/Muehl to recommend approval of the rezone of 21.76 acres to General Commercial, excluding permitted uses of day care centers, indoor entertainment or assembly and transient/tourist lodging, and also recommend approval of the rezone of 3.99 acres to UTR. **MOTION CARRIED 7-0.**

b) Preliminary Plat review for a 7-lot commercial subdivision: The proposed plat is attached as Exhibit A, along with review letters from the Town Planner Mark Roffers and Town Engineer Nick Bubolz (Exhibits B and C). Anders asked about the notation on lot 4 showing a septic system or holding tank. Casson said while the goal is to utilize septic systems on all lots, there is some question on lot 4 about whether the area can be left undisturbed and still be graded adequately to divert stormwater to the ditch. Discussion about Roffers' comments regarding a shared driveway between lots 6 and 7 resulted in consensus to not have a shared driveway, but have the driveway for lot 7 on North Star Rd. and for lot 6 on the cul de sac. Hampton brought up the area adjacent to the south east corner of the proposed plat that is owned by WDOT again, stating that it would be nice to incorporate it into the plat. Casson thought he might know who to inquire with about possibly purchasing it. Hampton also asked about an additional 2 feet of dedication for North Star Road, which would allow for a 70' right-of way once the same is asked of the property across the road. Discussion about Roffers' suggestion to reduce the cul-de-sac right-of-way from 70 to 66 feet resulted in consensus to leave it at 70'.

c) Consider adoption of Resolution 2025-05-28 Recommending Conditional Approval of Viney Acres Business Park: **MOTION** by Hampton/Meylor to adopt resolution 2025-05-28, striking items 1. c. v. and 1.e. related to a shared driveway between lots 6 and 7, and item 1. c. vi. regarding reducing the width of the cul-de sac from 70 to 66 feet. Language should be added to require an additional 2 feet of North Star Road ROW dedication from the south-east corner of the cul-de-sac (point 1409 on the map) all the way to the north end of the property. **MOTION CARRIED 7-0.**

9) ADJOURNMENT: **MOTION** by Muehl/Meylor to adjourn. **MOTION CARRIED 7-0**. The meeting ended at 8:26 P.M.

Submitted by: Kim Banigan, Clerk-Treasurer

Approved 08/27/2025

EXHIBIT A

PRELIMINARY PLAT

VINEY ACRES BUSINESS PARK

Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 all in Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:
Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 558.63 feet along the East line of said Section 33; thence N76°53'24"W, 42.98 feet to the point of beginning; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N72°57'25"W, 365.75 feet along said right-of-way line; thence N34°24'52"E, 1081.72 feet; thence N35°30'17"E, 218.81 feet; thence N42°27'36"E, 154.03 feet; thence N46°26'19"W, 22.61 feet; thence N64°30'27"E, 67.29 feet; thence N82°57'54"E, 125.42 feet; thence N87°08'18"E, 133.62 feet; thence S01°10'41"W, 4.05 feet along the West right-of-way of North Star Road; thence S29°44'58"E, 12.12 feet along said West right-of-way; thence S48°18'41"E, 26.96 feet along said West right-of-way; thence S00°33'43"E, 954.48 feet along said West right-of-way; thence S08°21'15"E, 188.81 feet along said West right-of-way; thence S01°04'04"E, 139.26 feet along said West right-of-way; thence S04°01'57"W, 196.48 feet to the point of beginning. Containing 1,124,216 square feet or 25.808 acres.

Surveyor's Certificate:

I, Chris K. Casson, Professional Land Surveyor S–3264, do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the Town of Cottage Grove Code of Ordinances, and under the direction of the owners listed hereon, I have surveyed, divided and mapped VINEY ACRES BUSINESS PARK and that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed and is a parcel of land as described below:

Part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 all in Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows: Commencing at the East 1/4 corner of Section 33; thence N00°33'43"W, 558.63 feet along the East line of said Section 33; thence N76°53'24"W, 42.98 feet to the point of beginning; thence N76°53'24"W, 863.18 feet along the North right-of-way line of US Highway 12/18; thence N72°57'25"W, 365.75 feet along said right-of-way line; thence N34°24'52"E, 1081.72 feet; thence N35°30'17"E, 218.81 feet; thence N42°27'36"E, 154.03 feet; thence N46°26'19"W, 22.61 feet; thence N64°30'27"E, 67.29 feet; thence N82°57'54"E, 125.42 feet; thence N87°08'18"E, 133.62 feet; thence S01°10'41"W, 4.05 feet along the West right-of-way of North Star Road; thence S29°44'58"E, 12.12 feet along said West right-of-way; thence S48°18'41"E, 26.96 feet along said West right-of-way; thence S00°33'43"E, 954.48 feet along said West right-of-way; thence S07°35'53"W, 45.13 feet along said West right-of-way; thence S08°21'15"E, 188.81 feet along said West right-of-way; thence S01°04'04"E, 139.26 feet along said West right-of-way; thence S04°01'57"W, 196.48 feet to the point of beginning. Containing 1,124,216 square feet or 25.808 acres.

Chris K. Casson, PLS No. 3264

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH	TANGENT BEARING–IN	TANGENT BEARING–OUT
C1	39.27'	25.00'	90°00'00"	N 45°33'43" W	35.36'	N 00°33'43" W	S 89°26'17" W
C2	23.18'	25.00'	53°07'48"	S 62°52'23" W	22.36'	S 89°26'17" W	S 36°18'28" W
C3	374.71'	75.00'	286°15'37"	S 00°33'43" E	90.00'	N 37°25'55" W	N 36°18'28" E
C4	9.55'	75.00'	7°17'56"	S 39°57'26" W	9.55'	N 43°36'25" E	N 36°18'28" E
C5	140.53'	75.00'	107°21'21"	S 82°42'55" E	120.85'	S 29°02'14" E	N 43°36'25" E
C6	98.40'	75.00'	75°10'33"	N 08°33'02" E	91.50'	S 46°08'18" W	S 29°02'14" E
C7	126.23'	75.00'	96°25'47"	N 85°38'48" W	111.85'	N 37°25'55" W	S 46°08'18" W
C8	23.18'	25.00'	53°07'48"	S 63°59'49" E	22.36'	S 37°25'55" E	N 89°26'17" E
C9	39.27'	25.00'	90°00'00"	S 44°26'17" W	35.36'	N 89°26'17" E	N 00°33'43" W

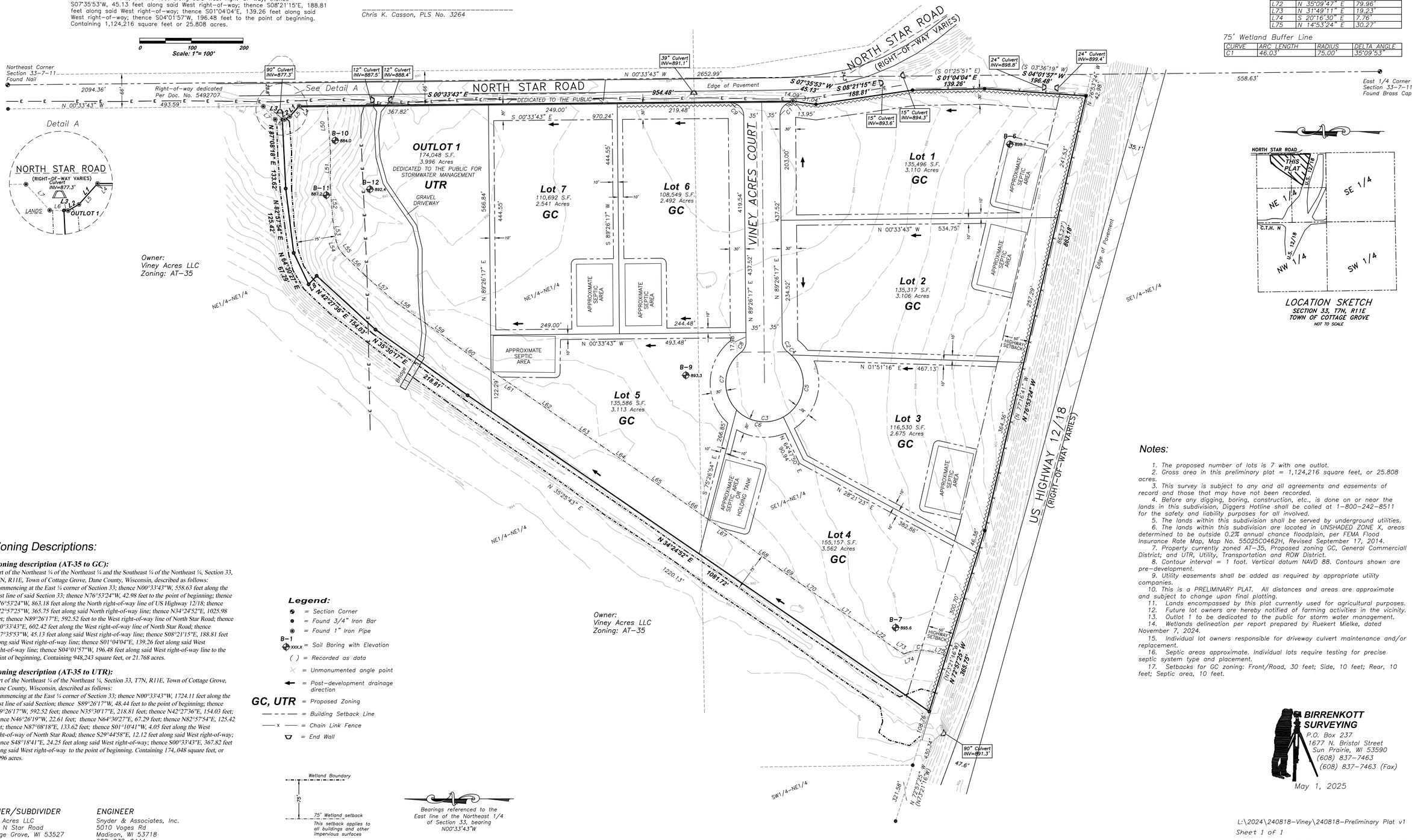
LINE	BEARING	DISTANCE
L1	S 48°18'41" E	26.96'
L2	S 29°44'58" E	12.12'
L3	S 01°10'41" W	4.05'
L4	S 48°18'41" E	2.70'
L5	S 48°18'41" E	24.26'
L6	S 01°10'41" W	13.75'
L7	S 47°35'55" W	33.99'
L8	N 46°26'19" W	22.61'

75' Wetland Buffer Line

LINE	BEARING	DISTANCE
L50	N 85°47'40" E	88.26'
L51	S 89°41'04" E	68.92'
L52	S 85°32'42" W	65.52'
L53	N 80°47'56" E	40.55'
L54	S 71°02'48" W	13.42'
L55	S 54°11'39" W	14.25'
L56	N 44°11'27" E	59.35'
L57	N 41°07'12" E	81.00'
L58	N 34°54'35" E	71.18'
L59	N 35°20'21" E	51.74'
L60	N 36°34'12" E	95.17'
L61	N 33°55'45" E	90.02'
L62	N 34°32'40" E	86.31'
L63	N 33°56'20" E	89.10'
L64	N 34°24'49" E	81.30'
L65	N 34°33'35" E	88.03'
L66	N 35°00'16" E	81.05'
L67	N 33°29'54" E	80.17'
L68	N 36°03'06" E	90.62'
L69	N 34°56'02" E	28.34'
L70	N 34°37'56" E	79.76'
L71	N 33°31'28" E	81.51'
L72	N 35°09'47" E	79.96'
L73	N 31°49'11" E	19.23'
L74	S 20°16'30" E	7.76'
L75	N 14°53'24" E	30.27'

75' Wetland Buffer Line

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE
C1	46.03'	75.00'	35°09'53"


Scale: 1"= 100'
0
100
200
Northeast Corner Section 33–7–11 Found Nail
East 1/4 Corner Section 33–7–11 Found Brass Cap
Detail A
See Detail A
NORTH STAR ROAD
(RIGHT–OF–WAY VARIES)
DEDICATED TO THE PUBLIC
Right–of–way dedicated Per Doc. No. 5492707
Edge of Pavement
OUTLOT 1
174,048 S.F.
3.996 Acres
DEDICATED TO THE PUBLIC FOR STORMWATER MANAGEMENT
UTR
GRAVEL DRIVEWAY
VINEY ACRES COURT
Lot 1
135,496 S.F.
3.110 Acres
GC
Lot 2
135,317 S.F.
3.106 Acres
GC
Lot 3
116,530 S.F.
2.675 Acres
GC
Lot 4
155,157 S.F.
3.562 Acres
GC
Lot 5
135,586 S.F.
3.113 Acres
GC
Lot 6
108,549 S.F.
2.492 Acres
GC
Lot 7
110,692 S.F.
2.541 Acres
GC
APPROXIMATE SEPTIC AREA
APPROXIMATE SEPTIC OR HOLDING TANK
50' HIGHWAY SETBACK
40' HIGHWAY SETBACK
US HIGHWAY 12/18 (RIGHT–OF–WAY VARIES)
90° Culvert INV=877.3'
12" Culvert INV=887.5'
12" Culvert INV=888.4'
39" Culvert INV=891.1'
24" Culvert INV=898.8'
24" Culvert INV=899.4'
15" Culvert INV=893.6'
15" Culvert INV=894.3'
90° Culvert INV=891.3'
B–1
B–6
B–7
B–9
B–10
B–11
B–12
Owner:
Viney Acres LLC
Zoning: AT–35
NE1/4–NE1/4
SE1/4–NE1/4
SW1/4–NE1/4
N 87°08'18" E 133.62'
N 82°57'54" E 125.42'
N 64°30'27" E 67.29'
N 46°26'19" W 22.61'
N 42°27'36" E 154.03'
N 35°30'17" E 218.81'
N 34°24'52" E 1081.72'
N 35°25'43" E 1220.13'
N 26°21'23" E 382.86'
N 00°33'43" W 2652.99'
S 00°33'43" E 954.48'
S 07°35'53" W 45.13'
S 08°21'15" E 188.81'
S 01°04'04" E 139.26'
S 04°01'57" W 196.48'
N 00°33'43" W 493.59'
N 00°33'43" W 534.75'
N 01°51'16" E 467.13'
N 89°26'17" E 437.52'
S 89°26'17" W 444.55'
S 00°33'43" E 970.24'
S 00°33'43" E 249.00'
N 00°33'43" W 493.48'
N 89°26'17" E 566.84'
N 89°26'17" E 419.54'
N 89°26'17" E 234.52'
N 89°26'17" E 203.00'
N 89°26'17" E 241.53'
N 89°26'17" E 257.29'
N 89°26'17" E 863.27'
N 89°26'17" E 863.18'
N 89°26'17" E 366.75'
N 89°26'17" E 321.58'
N 73°25'25" E (N 72°21'16" W) 430.34'
N 77°16'41" W 364.36'
N 76°53'24" W 47.6'
S 75°26'54" E 90.94'
N 82°47'50" E 90.94'
S 89°26'17" W 249.00'
S 89°26'17" W 244.48'
S 89°26'17" W 219.48'
S 89°26'17" W 367.82'
S 89°26'17" W 122.29'
S 89°26'17" W 108.26'
S 89°26'17" W 17.08'
S 89°26'17" W 13.95'
S 89°26'17" W 14.09'
S 89°26'17" W 31.04'
S 89°26'17" W 46.36'
S 89°26'17" W 47.6'
(S 01°25'51" E) S 01°04'04" E 139.26'
(S 03°36'19" W) S 04°01'57" W 196.48'
N 46°26'19" W 67.29'
N 64°30'27" E 67.29'
N 82°57'54" E 125.42'
N 87°08'18" E 133.62'
N 42°27'36" E 154.03'
N 35°30'17" E 218.81'
N 34°24'52" E 1081.72'
N 35°25'43" E 1220.13'
N 26°21'23" E 382.86'
N 00°33'43" W 2652.99'
S 00°33'43" E 954.48'
S 07°35'53" W 45.13'
S 08°21'15" E 188.81'
S 01°04'04" E 139.26'
S 04°01'57" W 196.48'
N 00°33'43" W 493.59'
N 00°33'43" W 534.75'
N 01°51'16" E 467.13'
N 89°26'17" E 437.52'
S 89°26'17" W 444.55'
S 00°33'43" E 970.24'
S 00°33'43" E 249.00'
N 00°33'43" W 493.48'
N 89°26'17" E 566.84'
N 89°26'17" E 419.54'
N 89°26'17" E 234.52'
N 89°26'17" E 203.00'
N 89°26'17" E 241.53'
N 89°26'17" E 257.29'
N 89°26'17" E 863.27'
N 89°26'17" E 863.18'
N 89°26'17" E 366.75'
N 89°26'17" E 321.58'
N 73°25'25" E (N 72°21'16" W) 430.34'
N 77°16'41" W 364.36'
N 76°53'24" W 47.6'
S 75°26'54" E 90.94'
N 82°47'50" E 90.94'
S 89°26'17" W 249.00'
S 89°26'17" W 244.48'
S 89°26'17" W 219.48'
S 89°26'17" W 367.82'
S 89°26'17" W 122.29'
S 89°26'17" W 108.26'
S 89°26'17" W 17.08'
S 89°26'17" W 13.95'
S 89°26'17" W 14.09'
S 89°26'17" W 31.04'
S 89°26'17" W 46.36'
S 89°26'17" W 47.6'
(S 01°25'51" E) S 01°04'04" E 139.26'
(S 03°36'19" W) S 04°01'57" W 196.48'
N 46°26'19" W 67.29'
N 64°30'27" E 67.29'
N 82°57'54" E 125.42'
N 87°08'18" E 133.62'
N 42°27'36" E 154.03'
N 35°30'17" E 218.81'
N 34°24'52" E 1081.72'
N 35°25'43" E 1220.13'
N 26°21'23" E 382.86'
558.63'
2094.36'
493.59'
954.48'
188.81'
139.26'
196.48'
863.27'
863.18'
366.75'
321.58'
430.34'
364.36'
90.94'
249.00'
244.48'
219.48'
367.82'
122.29'
108.26'
17.08'
13.95'
14.09'
31.04'
46.36'
47.6'
534.75'
467.13'
970.24'
493.48'
566.84'
419.54'
437.52'
234.52'
203.00'
241.53'
257.29'
382.86'
1220.13'
1081.72'
218.81'
154.03'
125.42'
67.29'
22.61'
133.62'
4.05'
12.12'
26.96'
954.48'
45.13'
188.81'
139.26'
196.48'
493.59

MDR
MDRoffers Consulting

EXHIBIT B

To: Town of Cottage Plan Commission

From: Mark Roffers, Town Planner

Date: May 19, 2025

Re: Viney Acres Business Park Rezoning and Preliminary Plat

I reviewed the rezoning and preliminary plat (dated 5/1/25) for this proposed business park, with reference to supplemental wetland, soil, and environmental assessments and preliminary engineering plans that I trust the Town Engineer will review in detail. Together, these submittals meet the Town Land Division and Planning Code submittal requirements for the preliminary plat review stage, recognizing that a final plat review stage will follow.

My comments on this rezoning and preliminary plat submittals are as follows:

1. At its February meeting, the Plan Commission reviewed a "comprehensive development plan" for a larger version of this development covering the full 57.5 acres of the Viney's ownership parcel, which is northwest of the Highway 12-18/North Star Road intersection. Several of the comments at the time related to the ~31.7 acres that are northwest of a drainageway that runs through this full Viney ownership parcel. Since that meeting, the Vineys have arranged to transfer that northwest ~31.7 acres to the Hustons, who we expect will propose a separate, larger business park extending west to Highway N and including the full, planned Natvig Road extension. The Commission will learn more about that separate proposal at a later meeting.
2. February comments that related to the southeast 25.8 acres of the Viney parcel—i.e., what's now proposed for rezoning and preliminary platting—are summarized as follows:
    a. Reconfigure and/or reduce from 4-to-3 the number of lots north of the proposed cul-de-sac, which would also address at least one oddly-shaped lot that was proposed there.
    b. Consider shorter cul-de-sac bulb with fewer, larger lots at the end.
    c. Dedicate stormwater basin and maybe drainageway to the Town, with deed restriction related to assessments for future Town maintenance.
    d. Remove small bridge crossing the drainageway.
    e. Use GC-General Commercial zoning for highway-visible lots, at least.
    f. Because this development is adjacent to a U.S. highway, the plat will have to be reviewed by the State Department of Transportation (DOT). The DOT will likely restrict access and require a 42-50 foot setback along Highway 12/18.
    g. Also work to limit access onto North Star Road to the extent practical.
    h. Other technical comments on the comprehensive development plan were provided.

3. The applicant is proposing to rezone the preliminary plat area to GC, except for the stormwater basin Outlot 1, which would be rezoned to UTR Utility, Transportation and ROW District. This rezoning proposal is consistent with the Town Comprehensive Plan, which advises this property as part of a larger planned "Commercial Development Area" in the North Star Road corridor. Figure 9 of the Comprehensive Plan suggests land uses "that emphasize storage (particularly outdoor storage) and outdoor display and activities should be minimized." A conditional use permit requirement, like what applies under GC zoning, provides the Town with a measure of control over outdoor storage. The Town's design review ordinance will help further manage storage, building quality, and site, landscape, and exterior lighting design for individual building projects as they come forward.

4. The 4-acre Outlot 1 is proposed to be dedicated to the public for stormwater management, which is the same approach recently used for the Swalheim Business Park to the north. Like there, the Town should require a deed restriction to ensure that future maintenance costs may be assessed by the Town to lot owners within the plat. It would be the responsibility of the developer to improve each of this Outlot 1 with stormwater facilities and appropriate vegetation before the Town would accept it. State law requires developer maintenance until 80% of the lots are sold and a professional engineer has certified that each stormwater facility is in proper working condition, construction sediment has been removed and required plantings are fully-established and reasonably free of invasive species.

5. The stormwater basins in Outlot 1 will be offline from the existing drainageway through the parcel. While most of that drainageway is just outside of the Viney Business Park preliminary plat area, the preliminary plat and engineering plans how a 55 to 65 foot stormwater easement, a 75 foot wetland impervious setback, and a 30 foot wetland grading buffer alongside it in proposed Lots 4 and 5. If Town and property owner desires are to retain this strip(s) in private ownership, then I advise a sorting of the limitations and responsibilities in this strip(s) with the final platting stage. Separate recorded documentation may be advisable.

6. The submitted environmental and soil documentation is largely the same as that reviewed with the comprehensive development plan in February. It is intended to help identify any potential buildability issues up-front. The DNR endangered resources preliminary assessment suggests that the development site overlaps the Rusty Patched Bumble Bee High Potential Zone. Given that most of the proposed development site has been cropped, actual habitat may not be present. Regardless, the DNR assessment suggests a protocol going forward. The submitted soil evaluation report suggests that conditions are suitable for private on-site waste treatment systems, with potential drain fields ("approximate septic area") indicated on the preliminary plat. The separate stormwater infiltration report suggests proper soil conditions for on-site infiltration. I suggest that the Town Engineer verify whether there is sufficient stormwater management planning/detail to support the proposed size and location of Outlot 1 and that

suitable conveyance routes are anticipated—recognizing that further detail will be provided along with the final plat.

7. The Land Division code indicates that the Plan Commission may require a draft of protective covenants at the preliminary plat stage. I do not believe that a full set of covenants will be required at any stage. The applicant has asked for the "lighter" GC zoning, the Town's design review ordinance will apply to building on all lots, and there are no *common* private areas or facilities proposed to be maintained. This being said, easements and deed restrictions related to stormwater management and conveyance should be required.

8. 70 foot wide rights-of-way are proposed for North Star Road (via a small additional dedication) and for the new cul-de-sac street. Only 66 feet for the new cul-de-sac is required by code, as this is not a "neighborhood connector street. Further, the County will likely not accept "Viney Acres Court" as the cul-de-sac street name, as there is already a "Vineys Trail" in Cottage Grove and two other roads in Dane County named "Viney". Finally, the surveyor should check with the DOT as to whether a 50' highway setback will be required or a 42' setback. Based on my experience in another Dane County community, it appears that DOT is only requiring 42' in Dane County.

9. I suggest that the Plan Commission recommend Town Board approval of the rezoning and final plat, subject to the following changes and details being incorporated on and with the final plat.
   a. Confirm Viney Acre Court cul-de-sac road name with Dane County, and change name if necessary. Reduce its right-of-way width to 66 feet and engineering plans accordingly.
   b. Provide vision triangles at the corner of North Star Road and the public cul-de-sac.
   c. Provide a highway setback along Highway 12/18, verifying with DOT whether it should be 42 or 50 feet, and include any restrictions required by DOT in association with that setback.
   d. End the "no vehicle access" restriction along North Star Road 20 feet from the northeast corner of Lot 6. Provide along the Lot 6/7 edge a "shared access easement between Lots 6 and 7".
   e. As indicated in Snyder's preliminary engineering plans, indicate "public stormwater management easements" around the cul-de-sac street, between that street and Outlot 1, and in the 55 to 65 foot easement area along the rear lot lines of Lots 3 and 4. Provide a separate easement document for recording indicated rights and responsibilities, if advised by the Town Attorney or Engineer.
   f. Label the 75 foot setback shown around the wetland to be a wetland setback applying to all buildings and other impervious surfaces (including gravel).
   g. Indicate changes to the size and shape of Outlot 1 as may be required following preparation and review of final stormwater management plans and calculations.
   h. Include all final plat requirements prescribed by the Town's Land Division and Planning code, including the required surface water run-off statement.

TOWN & COUNTRY ENGINEERING, INC.

EXHIBIT C

May 22, 2025

Ms. Kim Banigan
Town Clerk
Town of Cottage Grove
4058 C.T.H. N
Cottage Grove, WI 53527

Subject: Proposed Viney Acres Business Park Preliminary Plat and Construction Plan Review

Dear Kim:

We have received the proposed preliminary plat, stormwater management report, and construction plans for a development proposed to be located at the northwest corner of North Star Road and USH 12/18, plans dated May 6, 2025. The proposed plat is subject to Chapter 15 of the Town's code of Ordinances – Land Division and Planning Code (Revised 03-07-2022). There are a number of items, in part listed below, that should be satisfactorily resolved before approving the construction plans. However, the documents could be approved contingent upon said items.

Plat Documents

- Show stormwater easement limits on the plat.
- Wetland limits and setback linework shall be included in legend
- Department of Transportation (DOT) shall comment on setback requirements
- Include the no access vehicle linework in legend and reduce limits to not interfere with shared driveway for Lot 6 & 7.
- A note on the plat shall indicate the maintenance of the swales in the stormwater easements and stormwater basins are the costs of the Lots within the plat.
- Street names and building numbers shall be assigned in accordance with the provisions of Ch. 76 of the Dane County Ordinances and consistent with any other Town ordinance or policy.
- The 300 feet shoreland setback shall be shown on the plat.
- Property markers shall be installed at each corner.
- The code requires approval of construction plans as part of plat approvals. These plans have been submitted and are under review. Any plat approvals should be contingent upon Town approval of the plans.
- A final developer's agreement is required as part of plat approvals.
- The plat should show drainage easements along each lot line. This will help assure that during building construction a builder/lot owner will not create blockages to drainage from adjacent lots.
- The Town may wish to require that the vision corner areas should be shown on lots at the intersections of streets.

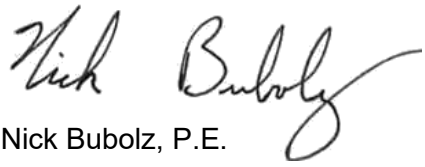
- The swales will require driveway culverts. Plat notes should call out who is responsible for maintenance and future replacement of culverts (the individual property owners). In addition, sizing calculations should be submitted to confirm the 18-inch proposed size is adequate.

Plan Sheets

- Supply storm sewer structure page.
- Add note to plan sheets to limit disturbance to areas shown on plans to eliminate septic compaction conflicts.
- Recommend reducing disturbance to Lot 4 to eliminate conflicts for a future septic area.
- Include minimum driveway culvert size for each lot.
- Reduce asphalt width to 24 feet wide and increase pavement thickness to 4-inches MT (2.25-inch binder and 1.75-inch surface).
- The bridge across the wetland shall be removed during construction.
- The stopping sight distances for shared driveway and new Street A shall be met per Chapter 11 of the WisDOT FDM.
- Revised plans shall be supplied to Fire and EMS services for their review.
- Roadside and stormwater easement swales shall not exceed 10% of grade nor have less than a 1% grade. Side slopes shall not exceed 4:1.
- The Developer shall provide the plans to CARPC for their recommendation of review, similar to past developments in the Town.
- The developer shall supply Dane County Erosion Control, Shoreland Zoning, and Stormwater Management permits.
- The developer shall supply Department of Natural Resources permit.

Please feel free to contact us with any questions or comments regarding this review.

Very truly yours,
TOWN & COUNTRY ENGINEERING, INC.



Nick Bubolz, P.E.

cc: Mr. Steven Anders, Town of Cottage Grove *(via email)*
Mr. Dan Dresen, Town of Cottage Grove *(via email)*
Mr. Brian Arcand, P.E., Snyder & Associates *(via email)*

NRB
J:\JOB#S\Cottage Grove\CG-49-M6 Viney Acres Development Review\2. Client Correspondence\Review Letter.docx