

# Plan Commission

**Monday, December 8, 2014 – 6:30 p.m.**  
**Amundson Community Center – Senior Room**  
200 Spring Street, Cambridge, WI

## PUBLIC HEARING Agenda

1. Call to Order / Roll Call.
2. Proof of Posting.
3. **Public hearing re:** Conditional Use Permit application submitted by Cambridge Lions Club for a Clubhouse located at 136 Lagoon Drive
4. Adjournment of public hearing

## AGENDA

1. Call to Order / Roll Call.
2. Proof of Posting.
3. Approve Minutes from Plan Commission Meeting on October 13, 2014.
4. Public Appearances:
5. Old Business
6. New Business
  - a) **Discussion and Possible Recommendation:** Conditional Use Permit application submitted by Cambridge Lions Club for a Clubhouse located at 136 Lagoon Drive
5. Any other such business that can legally be brought before the Committee for consideration on future agendas/questions or comments for staff:
7. Adjournment of Regular Meeting.

### NOTE

- 1) Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 423-3712.
- 3) Final Plan Commission Agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Cambridge News office and Cambridge State Bank.

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*Lisa Moen, Village Clerk*

*Agenda Posted: December 5, 2014*

# Plan Commission

**Monday, October 13, 2014 – 6:30 p.m.**  
**Amundson Community Center – Senior Room**  
200 Spring Street, Cambridge, WI

## PUBLIC HEARING MINUTES

1. Call to Order / Roll Call: Chairman Christianson called the meeting to order at 6:3 p.m. Members present: Commissioners: Michalski, Milsap, Wagener, Anderson and Christianson. Members excused: Commissioner Cunningham and Dake. Others present: Lisa Moen, Mo Hansen, Linda Begley-Korth, Village Staff; Steve Struss, Village President; Justin Spaulding, Badger Veterinary Hospital; Robert Zernecki.
2. Proof of Posting: The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Cambridge News Office, Cambridge State Bank and the Village Web Site. It was also mailed to all neighboring property owners and published in the Cambridge News.
3. **Public hearing re: application for a rezone for the property located off Highways 12 & 18 and Highway 134, submitted by the Village of Cambridge.** Mo Hansen and Linda Begley-Korth gave a brief overview of the project. We have recommended preliminary plans, and have gone before the CARPC for approval of the project. We are looking at rezoning portions of this parcel for R-H Residential High Density Single Family and R-L, Residential-Low Density Single Family. The Developer is working on the final pieces of the package to bring before the Village for final approval. There was some wetlands found in the northeast corner. We will be looking to amend our ordinances to include a shoreland/wetland ordinance that will allow a 50' setback. There were a few questions regarding the apartments that will be going in as well as the lot sizes for the homes.
4. Adjournment of public hearing: Commissioner Milsap made a motion to adjourn the public hearing, seconded by Commissioner Michalski. Motion carried. Chairman Christianson adjourned the public hearing at 6:45 p.m.

## MINUTES

1. Call to Order / Roll Call: Chairman Christianson called the meeting to order at 6:46 p.m. Members present: Commissioners: Michalski, Milsap, Wegener, and Christianson. Members excused: Commissioner Cunningham and Dake. Others present: Lisa Moen, Mo Hansen, Linda Begley-Korth, Village Staff; Steve Struss, Village President; Justin Spaulding, Badger Veterinary Hospital; Robert Zernecki.
2. Proof of Posting: The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Cambridge News Office, Cambridge State Bank and the Village Web Site.
3. Approve Minutes from Plan Commission Meeting on September 22, 2014: Commissioner Michalski made a motion to approve the minutes from the September 22, 2014, Plan Commission meeting, with one correction on the spelling of Commissioner Wagener's name, seconded by Commissioner Milsap. Motion carried.
4. Public Appearances: None
5. Old Business: None

6. New Business

- a. Discussion and Possible Recommendation of application for a rezone for the property located off Highways 12 & 18 and Highway 134, submitted by the Village of Cambridge

*Commissioner Milsap made a motion to recommend to the Village Board approval of the application for the rezone request for the property located off Highways 12 & 18 and Highway 134, submitted by the Village of Cambridge, seconded by Commissioner Christianson. Motion carried on a 5-0 vote.*

7. Any other such business that can legally be brought before the Committee for consideration on future agendas/questions or comments for staff:
  - a) President Struss questioned the status of At-Home-Again. Mo Hansen explained that preliminary approval was given by the Plan Commission, contingent on approval from the Village Attorney, Village Engineer, and the Village Zoning/Building Administrator. The final plan will be before the Village Board.
8. Adjournment of Regular Meeting: Commissioner Milsap made a motion to adjourn, seconded by Commissioner Michalski. Motion carried. Chairman Christianson adjourned the October 13, 2014, Plan Commission meeting at 6:50 p.m.

*Lisa Moen, Village Clerk*

2014.8.

### Conditional Use Permit Application

To the Village of Cambridge Plan Commission:  
The undersigned owner of the property described below petitions you to approve the following request for a conditional use permit.

PROPERTY LOCATION	
Street Address	136 Lagoon Road
Legal Description	NW ¼ SW1/4 W Koshkonong Cr 0597766
Tax Parcel #	111-0613-0632-000
Current Zoning (circle one):	BG BP MU BH BC LDR MDR HDR I A C P PUD

CONTACT INFORMATION		
	OWNER	OWNER'S AGENT
Name	Village of Cambridge	Mo Hansen, Village Administrator
Address		
Phone		

DESCRIBE YOUR REQUEST	
1. Current Use of the Property:	
2. Proposed Use of the Property:	Lions clubhouse/banquet hall, meetings, rental hall

SUBMIT THE FOLLOWING WITH YOUR PERMIT APPLICATION (AS APPLICABLE)	
<input type="checkbox"/> A list of all property owners with 100 feet of lot line:	
Name _____	Address _____

- Proposed signage and dimensions (see separate application form)
- Plan of Operations Form (attached)
- Site plan (show existing & proposed buildings, lot lines, set backs, parking, easements, utilities, floodplains etc.)
- Grading, drainage, erosion control plan
- Building materials and plans
- Landscaping plan
- Lighting plan (location, type, size and number of proposed lights)
- \$350 Fee (made payable to Village of Cambridge)

#### CERTIFICATION

I (We) hereby certify that all of the above statements and attachments submitted with this application are true and correct to the best of my knowledge and belief.

OWNER/AGENT  


DATE: 10/21/14

<b>CONTACT INFORMATION &amp; REFERENCE</b>	
Return to:	Village of Cambridge 200 Spring Street, PO Box 99 Cambridge WI 53523
Telephone	608-423-3712
FAX	608-423-3916

## **PROCEDURES**

1. Meet with the Zoning Administrator before applying. Office hours are Mondays 12:00 p.m. – 2:00 p.m..
2. Complete this application. Return application materials and fee to Village Hall at least 20 days before Plan Commission Meeting.
3. Plan Commission does a preliminary review of application and assigns a hearing date.
4. Plan Commission holds a hearing on the application. Any interested persons may speak in favor or against the proposed conditional use.
5. After the hearing, the Plan Commission reviews then recommends approval, approval with conditions, or denial of the application. Plan Commission meets the second Monday of every month at 6:30 p.m.
6. The Village Board reviews the Plan Commission's recommendation and approves, approves with conditions, or denies. Village Board meets the second and fourth Tuesday of the month at 6:30 p.m.

**Cost Recovery Agreement**

I/We do hereby understand and agree that as an applicant or petitioner of the Village of Cambridge, I/we will be responsible for all normal fees payable by an applicant or petitioner (e.g. application fees.) I/We further understand and agree to be responsible for any additional or consequential costs to the Village of Cambridge as a result of my/our application or petition (i.e. engineering, legal or other professional services.) All fees and costs shall be paid within thirty (30) days of invoice and must be paid prior to the final approval of the project. If payment is not made, said fees and costs may be assessed against the real property as a special charge.

Alan Zim ON BEHALF OF  
Applicant CAMB. LINKS CLUB

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Applicant

Ismaoel  
Village Clerk