

Village of Cambridge Plan Commission

Monday, April 10, 2023 – 6:30 P.M.
Amundson Community Center, Community Room
200 Spring Street

AGENDA

1. Call to Order / Roll Call.
2. Proof of Posting.
3. Approve Minutes from Plan Commission Meeting on March 13, 2023
4. Public Appearances:
5. Unfinished Business: Discussion and Possible Action Regarding:
 - a. Comprehensive Plan/Survey
6. New Business: Discussion and Possible Action Regarding:
 - a. Lions Club Presentation Regarding Proposed Pavilion
 - b. Initial Annexation Discussion Highland/PQ
 - c. Initial Discussion Regarding Possible Development in Vineyards
7. Correspondence:
8. Any Other Such Business That Can Legally Be Brought Before the Committee for Consideration on Future Agendas/Questions or Comments for Staff:
9. Adjournment of 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, Village Website, Bank First and Badger Bank.

Lisa Moen, Village Administrator/Clerk/Deputy Treasurer

Village of Cambridge Plan Commission

Monday, March 13, 2023 – 6:30 P.M.
Amundson Community Center, Community Room
200 Spring Street

PUBLIC HEARING

1. **Call to Order/Roll Call:** Trustee Wittwer called the hearing to order at 6:31 p.m. Members present: Commissioners Milsap, Gronemus, Hollenbeck, Michalski, Franklin and Wittwer. Members excused: Commissioner Anderson. Others present: Lisa Moen, Administrator/Clerk; President McNally; Richard Nelson; Kayla Sipple; Cierra Hotchkiss; Debra Nackman.
2. **Proof of Posting:** The notice was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Bank First, Badger Bank, the Village Web Site, and mailed to neighboring properties.
3. **Public Hearing** regarding a Conditional Use Permit Application applied for by Debra Nackman.
TAX KEY: 111/0612-121-6185-3
123 E Main St, Village of Cambridge

This property is currently zoned Business Central. They are requesting a Conditional Use for the purpose of single-family dwelling. The property had been used as a Bed and Breakfast and the intent is to now use it as a single-family dwelling. Debra Nackman is purchasing the property. The plan right now is to move into it, keeping it a single family unit. If at a future time they would want to turn it back into a bed and breakfast, they would come back. She is also aware that the CUP stays with the owner, not the property.

4. **Adjournment of Public Hearing:** Commissioner Franklin made a motion to adjourn, seconded by Commissioner Milsap. Motion carried. Chairperson Wittwer adjourned the meeting at 6:35 p.m.

AGENDA

1. **Call to Order / Roll Call:** Trustee Wittwer called the hearing to order at 6:36 p.m. Members present: Commissioners Milsap, Gronemus, Hollenbeck, Michalski, Franklin and Wittwer; Members excused: Anderson. Others present: Lisa Moen, Administrator/Clerk; President McNally; Richard Nelson; Kayla Sipple; Cierra Hotchkiss; Debra Nackman; Joe DeYoung, MSA.
2. **Proof of Posting:** The notice was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Bank First, Badger Bank, and the Village Web Site.
3. **Approve Minutes** from Plan Commission Meeting on January 9, 2023: Commissioner Hollenbeck made a motion to approve the minutes from the January 9, 2023, Plan Commission Meeting, seconded by Commissioner Milsap. Motion carried.
4. **Public Appearances: None**
5. **New Business:** Discussion and Possible Action Regarding:

- a. **Conditional Use Permit Application** applied for by Debra Nackman, TAX KEY:111/0612-121-6185-3, 123 E Main St, Village of Cambridge: The other neighbors are residential so the Building Inspector saw no issues with this. The CUP is needed for the buyer to obtain the loan to purchase the property.

Commissioner Franklin made a motion to recommend to the Village Board the Conditional Use Permit Application for Tax Key 111/0612-6184-3, 123 E. Main St, applied for by Debra Nackman, seconded by Commissioner Milsap. Motion carried.

6. **Unfinished Business:** Discussion and Possible Action Regarding:
 - a. **Comprehensive Plan/Survey:** A memo from MSA was included in the Packet which outlined the process for the Comprehensive Plan Survey. A link will be provided for members to submit possible questions. Joe DeYoung gave an overview of the process, reviewed the memo. A draft survey should be ready for the next meeting. There was brief discussion regarding issues discussed at the last meeting – affordable housing, destination, land use (particularly with the possible solar farm), annexations.
7. **Correspondence:** None
8. **Any Other Such Business That Can Legally Be Brought Before the Committee for Consideration on Future Agendas/Questions or Comments for Staff:**
 - a. Permitting of Food Trucks: are parameters needed? Ordinance changes?
 - b. Survey
9. **Adjournment of Meeting:** Commissioner Franklin made a motion to adjourn the meeting, seconded by Commissioner Milsap. Motion carried. Chairperson Wittwer adjourned the meeting at 6:56 p.m.

Lisa Moen, Village Administrator/Clerk/Deputy Treasurer

 **MSA Memo**

To: Village of Cambridge
From: Lauren Dietz, AICP
cc: Joe DeYoung, PE
Subject: Comprehensive Plan Schedule & Next Steps
Date: March 10, 2023

This memo is an update to our schedule and process for the Comprehensive Plan.

The original timeline for the project aimed for adoption in September/October 2023. We paused the project while the Village dealt with some tragic and unforeseen circumstances, and to allow time for feedback on community survey questions. MSA and Village staff met to discuss everything, and we are proposing the following revised schedule:

March: Plan Commission and EDC provide comments on the survey.
April: Plan Commission approves the survey for use.
April/May: The survey is online for 4 weeks. A link to the survey will be posted on the Village's website. The exact timing will be decided by Village staff and MSA, with the option of adding the survey announcement to a water bill notice.
May/June: MSA analyzes the survey data and begins drafting the first half of the plan.
July: Plan Commission Meeting #2: MSA presents the survey data and the initial portion of the plan.
July/August: MSA drafts the second half of the plan, including the Land Use element and Future Land Use Plan.
September: Plan Commission Meeting #3: MSA presents the second half of the plan. This meeting would include the Economic Development Committee to discuss that specific element.
November: Plan Commission Meeting #4: MSA presents the entire draft plan to Plan Commission, with a concurrent Open House for public comment.
December: Plan Commission Meeting #5: Plan Commission holds a Public Hearing for a Recommendation to Adopt the Plan.
Dec/Jan: Village Board Adoption.

Regarding the survey, we have seen some preliminary feedback from the Economic Development Committee in response to the sample questions shared in January. We welcome suggestions for questions and/or topics to include in the survey, and we are also requesting feedback from Plan Commission. We will provide to Plan Commission members a link to a comment form to collect that feedback.

Our team has extensive experience with community surveys for comprehensive plans and will use all of the feedback to help customize the survey to fit the Village's current issues and interests.

1702 PANKRATZ STREET, MADISON, WISCONSIN 53704
P 608-242-7779 • F 608-242-5664
MSA-PS.COM

Village of Cambridge Community Survey

1. What is your age?
 - a. 0-19
 - b. 20-24
 - c. 25-34
 - d. 35-44
 - e. 45-54
 - f. 55-64
 - g. 65+

2. What gender do you identify with?
 - a. Female
 - b. Male
 - c. Other
 - d. Prefer not to say

3. Which race/ethnicity do you identify with? (choose all that apply)
 - a. White/Caucasian
 - b. Black/African American
 - c. Asian/Pacific Islander
 - d. Native American
 - e. Other _____
 - f. Prefer not to say

4. Describe your current household...
 - a. Single – no kids
 - b. Single with child(ren) under 18
 - c. Roommates – no kids
 - d. Couple – no kids
 - e. Couple with child(ren) under 18
 - f. Other _____

5. What is your employment status?
 - a. Student (not working full time)
 - b. Stay at home parent
 - c. Unemployed
 - d. Retired
 - e. Employed full time
 - f. Employed part time
 - g. Out of the work force

6. What is your annual household income?
 - a. Less than \$24,999
 - b. \$25,000 to \$49,999

- c. \$50,000 to \$74,999
- d. \$75,000 to \$99,999
- e. \$100,000 to \$150,000
- f. Greater than \$150,000

7. Where do you live?

- a. Village of Cambridge
- b. City of Lake Mills
- c. City of Jefferson
- d. City of Fort Madison
- e. City of Madison
- f. Village of Deerfield
- g. Town of Oakland
- h. Town of Lake Mills
- i. Town of London
- j. Other _____

8. How long have you lived in Cambridge?

- a. Less than 1 year
- b. 1 to 4 years
- c. 5 to 9 years
- d. 10 or more years

9. Do you rent or own your current home?

10. (For renters) Is there anything preventing you from owning your own home? (select all that apply)

- a. Overall availability
- b. Available homes in my price range
- c. Down payment
- d. Difficulty obtaining a mortgage
- e. Personal choice
- f. Other _____

11. Is this your primary residence? Yes/No

- a. If no, approximately how many months do you live in Cambridge each year?
- b. Do you rent out your property while you are living elsewhere?

12. Please rate the influence of the following factors in your decision to live in Cambridge (Scale of 1-5)

- a. Safety/low crime
- b. Price/affordability
- c. Work
- d. Small-town character

- e. Family/friends
- f. Schools
- g. Recreation opportunities
- h. Shopping and/or entertainment
- i. Other_____

13. What type of residence would you be likely to consider if you move?

- a. Single family detached
- b. Single family attached
- c. Duplex
- d. Condo
- e. Apartment
- f. Townhome
- g. Other_____

14. What size of residence would you likely seek if you move?

- a. Studio/Efficiency
- b. 1 bedroom
- c. 2-3 bedroom
- d. 4+ bedroom

15. What do you think about the following in Cambridge? (Scale of 1-5)

- a. Ownership housing initial cost
- b. Ownership housing long-term cost
- c. Ownership housing supply/availability
- d. Ownership housing quality
- e. Rental housing cost
- f. Rental housing supply/availability
- g. Rental housing quality

16. Where do you work?

- a. Village of Cambridge
- b. Madison area
- c. Other_____

17. Why do you choose to work there?

- a. Job availability
- b. Entrepreneurship opportunities
- c. Professional growth opportunities
- d. Close to home
- e. Close to chosen activities/hobbies
- f. Other_____

18. Is there anything that prevents you from working in the Village of Cambridge?

a. If yes, please explain _____

19. Overall, how do you rate the following? (Scale of 1-5)

- a. Street trees
- b. Walkability
- c. Bikeability
- d. Safety
- e. Property Upkeep
- f. Public Spaces
- g. Access to downtown
- h. Public Utilities cost
- i. Public Utilities availability

20. In order of preference, please rank the following issues the Village should prioritize over the next 10 years...

- a. Parks and Recreation
- b. Bike Trails
- c. Sidewalks
- d. Downtown streetscape
- e. New housing
- f. Increased housing density
- g. Improving existing housing/properties
- h. Public utility services
- i. Senior services
- j. Public safety
- k. Street repair/maintenance=

21. How satisfied are you with the availability of or access to the following in Cambridge? (Scale of 1-5)

- a. Grocery store
- b. Dine-in restaurants
- c. Drive-thru restaurants
- d. Entertainment
- e. Retail shopping
- f. Gas station/convenience store
- g. Pharmacy
- h. Medical/dental care
- i. Broadband internet
- j. Other _____

22. In order of preference, please rank the following business development/availability issues the Village should prioritize over the next 10 years...

- a. Existing storefronts/buildings
- b. Space for new business construction

- c. Grocery store
- d. Dine-in restaurants
- e. Drive-thru restaurants
- f. Entertainment
- g. Retail shopping
- h. Gas station/convenience store
- i. Pharmacy
- j. Medical/dental care
- k. Other _____

23. Please use this space to provide any additional feedback you feel is important for the Village of Cambridge to consider while developing this Comprehensive Plan...

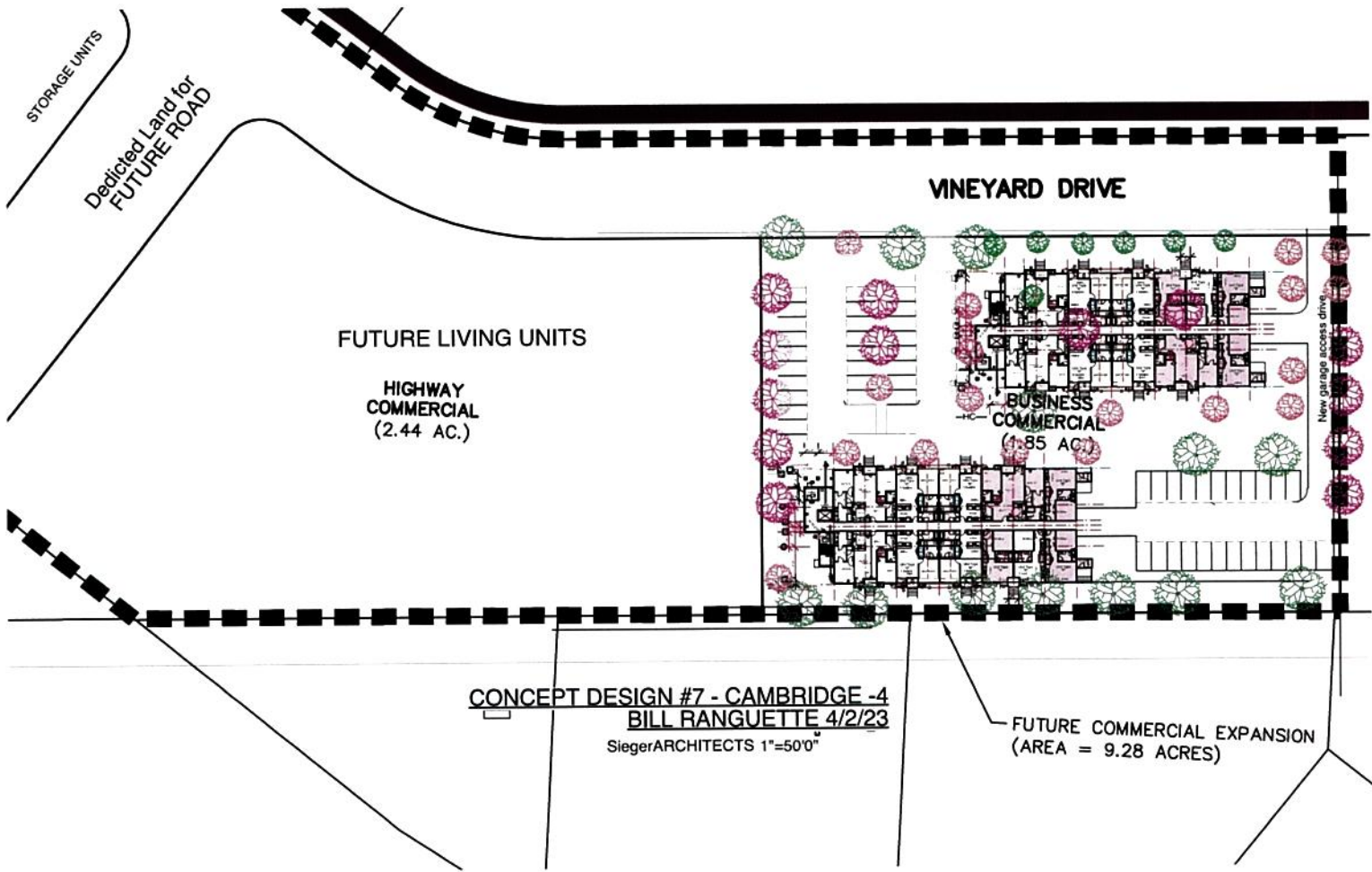


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Google



061201305011
061201305011, 600 KENSETH WAY,
Village of Cambridge



CONCEPT DESIGN #7 - CAMBRIDGE -4
BILL RANQUETTE 4/2/23
SiegerARCHITECTS 1"=50'0"