

Holloway, Rachel

From: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>
Sent: Friday, June 28, 2024 4:42 PM
To: Beth Anne Heneghan
Cc: Holloway, Rachel; Joey Heneghan; Lane, Roger; Allan, Majid; Hilbert, Hans
Subject: RE: Rezone Town of Albion - Petition 12070

This Message Is From an External Sender

This message came from outside your organization.

I was going to email Rachel, but since I see she was CC'd on the email, I figured this should be enough for now. I should have the new document to you next week, but want to make sure the County and Township understand the driveway can be used for residential. The location should be fine, but I need to stop out and check next week.

Scot

From: Beth Anne Heneghan <bethanne133@gmail.com>
Sent: Friday, June 28, 2024 4:31 PM
To: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>
Cc: Holloway, Rachel <Holloway.Rachel@danecounty.gov>; Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>
Subject: Re: Rezone Town of Albion - Petition 12070

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Thank you for getting back to me, Scot. That is the document that I provided to Rachel in the initial rezone application and per her email at the beginning of this thread it states the following:

2. As previously noted, you will need to obtain DOT approval for **highway access for residential use** (to convert from the current agricultural access). Please contact Scot Hinkle scot.hinkle@dot.wi.gov / 608.246.5334 if you have not done so already to start the process. Rezones are not recommended for approval until the access approval is obtained.

That was the reason for submitting the connection application that you provided, correct? If the attached document is all that the Town of Albion needs to review for approval then that will be excellent and hopefully we can have what Rachel is requesting before the Dane County hearing. If not, then I will let them know that no other information has been provided to us at this time since the application submission on May 23rd. I appreciate you processing the connection application as quickly as you are able.

Thank you and have a good weekend,

Beth Anne

On Fri, Jun 28, 2024 at 4:07 PM Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov> wrote:

Beth Anne,

The attached document show the driveway is authorized for private use. I am working on sending you an updated document in your name. This authorization should allow you to proceed with the Town of Albion. I still need a field review and I should be able to take a look next week.

Thanks

Scot Hinkle

Planning

SW Region Madison

Madison, WI 53704

608 246-5334

From: Beth Anne Heneghan <bethanne133@gmail.com>

Sent: Friday, June 28, 2024 12:03 PM

To: Holloway, Rachel <Holloway.Rachel@danecounty.gov>

Cc: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>; Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>

Subject: Re: Rezone Town of Albion - Petition 12070

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Hi Scot,

I just called you and left a voicemail. Without an update on the access document, I am concerned about the Town of Albion's ability to take action on our rezone hearing next week considering they asked for this to be provided. If anyone copied on this thread has any ability to put me in touch with someone who can provide an update that would be greatly appreciated.

Thank you,

Beth Anne

On Wed, Jun 26, 2024 at 12:11 PM Beth Anne Heneghan <bethanne133@gmail.com> wrote:

Hi Scot,

I am just following up again regarding the access approval document that was submitted on May 23rd. The payment has been dropped off to the Town of Albion today for the rezone hearing meeting on Tuesday, July 2nd and we were told that the access approval document is the last item needed prior to the hearing. Any information you have would be greatly appreciated.

Thank you,

Beth Anne

On Jun 24, 2024, at 10:43 AM, Holloway, Rachel <Holloway.Rachel@danecounty.gov> wrote:

Thank you for sharing this Beth Anne. We will review it and be in touch with any questions, and we will include our comments in our staff report for your rezoning. Glad to see there is a good area on site outside the wetland.

Best,

Rachel

Rachel Holloway

Dane County Assistant Zoning Administrator

(608) 266-9084 desk / (608) 220-7285 cell

From: Beth Anne Heneghan <bethanne133@gmail.com>

Sent: Monday, June 24, 2024 7:12 AM

To: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>

Cc: Holloway, Rachel <Holloway.Rachel@danecounty.gov>; Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>

Subject: Re: Rezone Town of Albion - Petition 12070

Good morning,

Scot, I'm just reaching out to see if you're able to provide an update on the driveway application. The Town of Albion has placed us on their July 2nd agenda next week to review the rezone application. Please let me know if there is anything else that you need from me.

Rachel and Hans, please find attached the final report from Heartland Ecological Group regarding the wetland delineation. Please let me know if you have any questions.

Thank you!

Beth Anne

On May 23, 2024, at 9:34 AM, Beth Anne Heneghan <bethanne133@gmail.com> wrote:

Thank you, Scot. Attached is the updated application.

On Wed, May 22, 2024 at 9:38 AM Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov> wrote:

Beth Anne,

I am sending you a PDF so you can fill out the application again. You must have an old version of WORD or may have use an apple device to view the application and print it out. I usually get messed up when that occurs. Please see the attached application.

Thanks

Scot

From: Beth Anne Heneghan <bethanne133@gmail.com>

Sent: Tuesday, May 21, 2024 5:38 PM

To: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>

Cc: Holloway, Rachel <Holloway.Rachel@danecounty.gov>; Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>

Subject: Re: Rezone Town of Albion - Petition 12070

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Hi Scot,

I have placed all of the attached documents in an envelope to be mailed out to you tomorrow. It will be sent to 2101 Wright St. Please let me know if it appears that you need anything else to process the application.

Thank you,

Beth Anne

On Tue, May 21, 2024 at 3:00 PM Beth Anne Heneghan <bethanne133@gmail.com> wrote:

Yes, I see that now. Thank you!

On May 21, 2024, at 2:55 PM, Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov> wrote:

I attached it to the email. Let me know if you got it.

From: Beth Anne Heneghan <bethanne133@gmail.com>
Sent: Tuesday, May 21, 2024 2:54 PM
To: Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>
Cc: Holloway, Rachel <Holloway.Rachel@danecounty.gov>; Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>
Subject: Re: Rezone Town of Albion - Petition 12070

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Thank you, Scot. Could you please provide the application or point me to where I can find it? We'll work on that as soon as possible and get it submitted to you.

Thank you,

Beth Anne

On May 21, 2024, at 2:39 PM, Hinkle, Scot - DOT
<scot.hinkle@dot.wi.gov> wrote:

Beth Anne,

You will still need to fill out an application for the new use. This allows DOT to review for any possible improvements or relocation.

Thanks

Scot Hinkle

Planning

SW Region Madison

Madison, WI 53704

608 246-5334

From: Beth Anne Heneghan
<bethanne133@gmail.com>
Sent: Monday, May 20, 2024 2:11 PM
To: Holloway, Rachel
<Holloway.Rachel@danecounty.gov>
Cc: Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>; Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>
Subject: Re: Rezone Town of Albion - Petition 12070

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Thank you, Rachel. The additional \$145 makes sense now. Also, thank you for the clarification on the CSM vs. plat of survey. I misunderstood that the plat of survey was sufficient to get the rezone application started, but not finalized. We will work on that as quickly as possible.

Great, I will wait to hear from Scot regarding the access document as it is now.

Thank you,

Beth Anne

On Mon, May 20, 2024 at 1:53 PM Holloway, Rachel <Holloway.Rachel@danecounty.gov> wrote:

Hi Beth Anne,

Yes – the \$640 rezone fee includes the \$495 but also an additional \$145 because it involves land in the shoreland-wetland or inland-wetland district and requires additional review for that item. This is from County's [Ch 12 ordinance](#).

The plat of survey is sufficient to serve as the scaled property map and legal description for the purpose of applying for a rezoning. However as I indicated in our earliest communication, a CSM is needed in order to legally separate the parcel from the farm. This is because Dane County's [Ch 75 land division ordinance](#) requires a CSM or plat for lots created that are under 35 acres in size.

I am sure Scot can handle the access question, but I would add that what you provided shows there are currently several agricultural access points to Highway 51, but that specifies it is for agricultural use (the current use) not residential. Any time we see proposed changes to land use on a given property during a rezone, the landowner must get authorization from the agency with jurisdiction over the roadway for the change of use because this also changes the nature traffic.

Thank you,

Rachel

Rachel Holloway

Dane County Assistant Zoning Administrator

(608) 266-9084 desk / (608) 220-7285 cell

From: Beth Anne Heneghan
<bethanne133@gmail.com>
Sent: Monday, May 20, 2024 1:32 PM
To: Holloway, Rachel
<Holloway.Rachel@danecounty.gov>
Cc: Joey Heneghan <jhenegh@gmail.com>; Lane, Roger <Lane.Roger@danecounty.gov>; Allan, Majid <Allan.Majid@danecounty.gov>; Hilbert, Hans <Hilbert.Hans@danecounty.gov>; Hinkle, Scot - DOT <scot.hinkle@dot.wi.gov>
Subject: Re: Rezone Town of Albion - Petition 12070

Thank you, Rachel!

1. We will take the formal application to the Town of Albion as soon as possible for their review.
1. Also, would you be able to provide any additional detail about the \$640 fee? I see the amount listed on the application fee as

\$495 for farmland preservation so any other information you have about the final amount would be greatly appreciated. That check will be in the mail shortly.

1. **Scott**, please see the attached document which indicates the access points off U.S. 51. Driveway #83 to this parcel is described as an unrestricted private driveway. Please let me know if anything needs to be done or if this item is good to go.
1. I have included some screenshots below about our previous conversation regarding the need for a certified survey map versus the plat of survey that was completed by Dave Riesop for the parcel. I just want to confirm that the plat of survey will suffice as previously indicated?

Thank you,

<image001.png>

<image002.png>

On Mon, May 20, 2024 at 12:59 PM Holloway, Rachel <Holloway.Rachel@danecounty.gov> wrote:

Dear Beth Anne and Joseph,

Thank you for submitting the rezoning application. Your application has been assigned Rezone Petition #**12070**. The petition has been scheduled for a public hearing before the Dane County Zoning and Land Regulation Committee (ZLR) on **July 23, 2024** at 6:30 pm. The meeting will be held in-person and remotely using the Zoom meeting app.

The formal petition is attached. The fee will be \$640. We will need a check made out to: Dane

County Zoning. Please print out the first page of the attached file (the “official” petition form), sign it, and then send it back either by email or mail it along with the check to:

Attn: Rachel Holloway

Dane County Planning and Development

City-County Building, Room 116

210 MLK Jr. Blvd.

Madison, WI 53703

The next step in the process is to take the formal application down to the **Town of ALBION** for their review. Please contact the Town Clerk as soon as possible to see what steps are necessary for the Town Review Process to avoid delays.

More information regarding the rezoning process can be found at the following link: [Understanding the Zoning Process](#) A couple items:

1. A **certified survey map (CSM)** will be required in order to finalize the rezoning and legally separate the parcel from the farm for residential use, so recommend starting that process as soon as you can.
2. As previously noted, you will need to obtain DOT approval for **highway access for residential use** (to convert from the current agricultural access). Please contact Scot Hinkle scot.hinkle@dot.wi.gov / 608.246.5334 if you have not done so already to start the process. Rezones are not recommended for approval until the access approval is obtained.

I will be in contact again ahead of our public hearing to check in and share more information. If you have any questions or concerns, please contact me at (608) 266-9084.

Thank you,

Rachel J. Holloway

Assistant Zoning Administrator

[Dane County Planning & Development](#)

holloway.rachel@danecounty.gov

Office: (608) 266-9084

Cell: (608) 220-7285

Sent Securely via TLS from County of Dane by Proofpoint

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<DT15042023.docx>

<WISDOT State Trunk Highway Connection Application.pdf>

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