
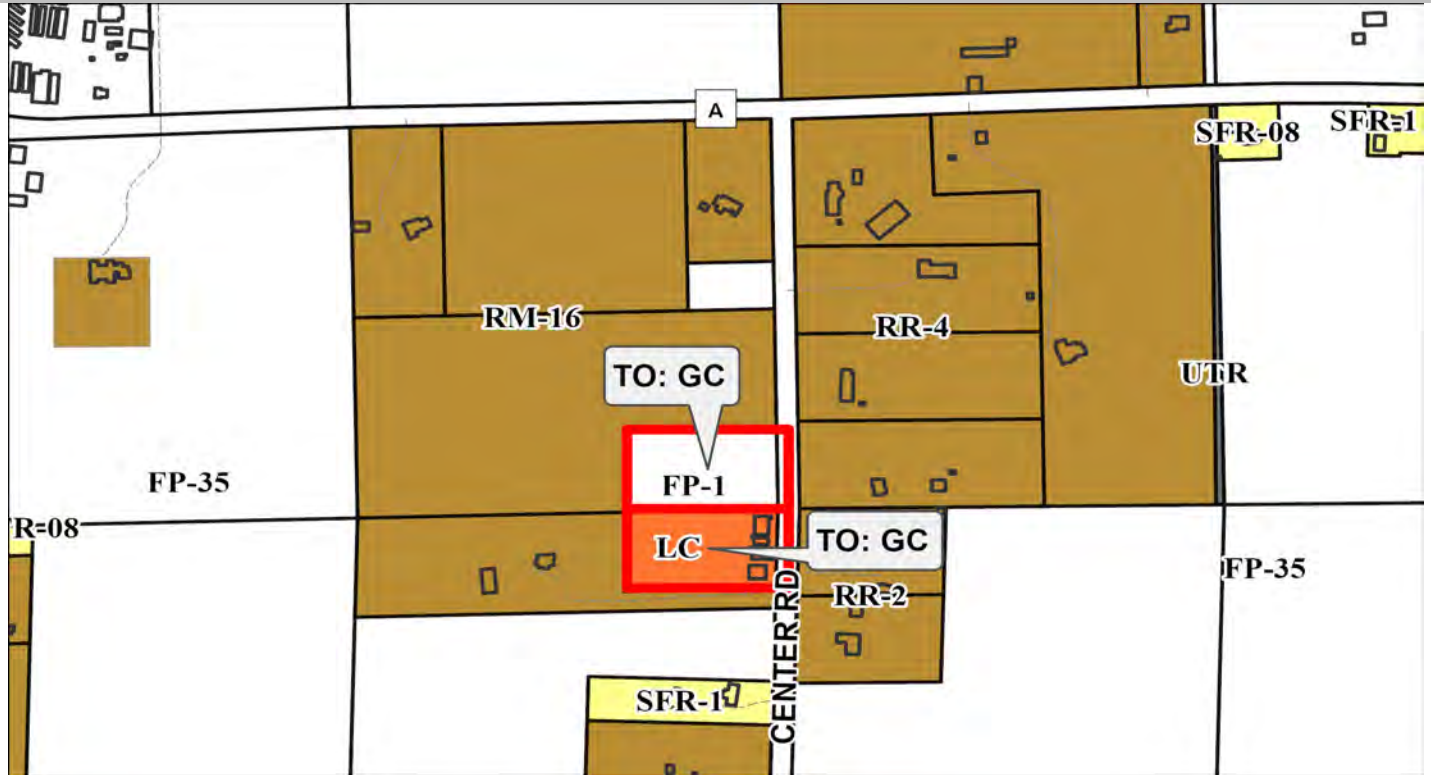


<b>Staff Report</b>    <b>Zoning and Land Regulation Committee</b>	<i>Public Hearing:</i> <b>May 28, 2024</b>	<b>Petition 12035</b>	
	<i>Zoning Amendment Requested:</i> <b>LC Limited Commercial District and FP-1 Farmland Preservation TO GC General Commercial District</b>	<i>Town/Section:</i> <b>RUTLAND, Section 21</b>	
	<i>Size:</i> <b>2.8,2.8 Acres</b>	<i>Survey Required:</i> <b>Yes</b>	<i>Applicant:</i> <b>RUTLAND, TOWN OF</b>
	<i>Reason for the request:</i> <b>Zoning to allow for a new town hall facility</b>		<i>Address:</i> <b>785 CENTER ROAD</b>



**DESCRIPTION:** The Town of Rutland requests a rezoning in order to construct a new town hall facility. The town owns two parcels with metes and bounds descriptions and different zoning. The proposed facility includes:

- A new town hall and garage building
- A new well and septic system
- A potential future diesel fuel tank for town fleet vehicles
- The existing town garage would be kept and used for cold storage

**OBSERVATIONS:** The current town hall and public works facilities are located on the southern parcel and is zoned LC Limited Commercial. The northern parcel is vacant and zoned FP-1. Both parcels contain a conditional use permit (CUP #2317 was issued in 2015 for governmental use when the properties were zoned C-2 and A-1EX under the old zoning code). The rezoning to GC would consolidate the property’s zoning and eliminate the need for a conditional use permit for the town’s facilities because governmental uses are permitted by right in the GC zoning district.

The proposed site plan meets the requirements of the GC zoning district, including building setbacks, building height, and lot coverage by buildings. There is no lot size requirement for GC zoning except that the lot must have sufficient room to accommodate sanitary, stormwater and parking for the intended uses.

The site would have 43 new parking spaces around the new town hall building (including hard paved and gravel areas), in addition to roughly 23 existing spaces in front of the existing buildings. The application indicates overflow parking is

available on site to ensure vehicles are not forced to park along Center Road. Parking lot landscaping is sufficient to meet ordinance requirements. All lighting would be downcast to avoid light pollution onto neighboring properties.

No outdoor storage is proposed. If it proves necessary in the future, the GC district only allows outdoor storage with an approved conditional use permit.

Signage is not proposed at this time; any new signage would likely require a sign permit from Dane County Zoning.

**COMPREHENSIVE PLAN:** Property is designated Agricultural Preservation Area in the [Town of Rutland/Dane County Comprehensive Plan](#) and the [Dane County Farmland Preservation Plan](#). The proposal does not include splitting parcels and, therefore, does not trigger density policies. The subject property is the longstanding site of the town hall and garage. The proposed rezoning to accommodate the new town hall facility appears reasonably consistent with comprehensive plan policies. For questions about the town plan, contact Senior Planner Majid Allan at (608) 267-2536 or [Allan.Majid@danecounty.gov](mailto:Allan.Majid@danecounty.gov).

**RESOURCE PROTECTION:** No sensitive environmental features exist on or within 300 feet of the subject property.

**TOWN ACTION:** On May 8, 2024 the Town Board recommended approval of the rezone with no conditions.

**STAFF RECOMMENDATION:** Pending any comments at the public hearing, staff recommends approval of the rezone subject to the applicant recording the certified survey map for the new lot boundaries.

Any questions about this petition or staff report please contact Rachel Holloway at (608) 266-9084 or [holloway.rachel@danecounty.gov](mailto:holloway.rachel@danecounty.gov)