



# Dane County

## Minutes - Final Unless Amended by Committee

### Zoning & Land Regulation Committee

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

*This meeting is being conducted on land now known and recognized as Dane County, Wisconsin. We acknowledge that this land is at the same time the ancestral, traditional, & contemporary land of the Ho-Chunk, Sauk & Kickapoo nations.*

---

Tuesday, June 10, 2025

6:30 PM

Hybrid Meeting: Attend in person at the City County Building in Room 354; or Attend virtually via Zoom.

---

**See below for additional instructions on how to attend the meeting and provide public testimony.**

The June 10, 2025 Zoning and Land Regulation Committee meeting will be a hybrid meeting. Members of the public can either attend in person or virtually via Zoom.

The public can attend in person in Room 354 of the City-County Building located at 210 Martin Luther King Junior Boulevard, Madison, WI.

The public can access the meeting virtually with the Zoom application or by telephone.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

<https://zoom.us/s/97747146975>

This link will be active until the end of the meeting.

To join the meeting by phone, dial-in using the following toll-free phone number:

1-888-788-0099

When prompted, enter the following Webinar ID: 977 4714 6975

#### A. Call to Order

Chair Doolan called the meeting of the ZLR Committee to order at 6:30pm in Room 354 of the City-County Building.

Staff present: Lane, Everson, Holloway, Violante, Baird

**Present** 5 - JERRY BOLLIG, MICHELE DOOLAN, JEFFREY KRONING, DON POSTLER, and MICHELE RITT

**B. Public comment for any item not listed on the agenda**

Zoning Administrator Roger Lane informed the committee and attendees of a new scam email that is going out to zoning petition applicants, with invoices for "county fees" which appear official but are fraudulent. Staff is working to address this.

[2025](#)  
[RPT-134](#)

June 10, 2025 ZLR Registrants

Attachments: [June 10th ZLR registrations 6pm](#)

**C. Consideration of Minutes**

[2025](#)  
[MIN-087](#)

May 27, 2025 ZLR Committee meeting minutes

Attachments: [05-27-2025 ZLR Public Hearing Minutes](#)

A motion was made by BOLLIG, seconded by KRONING, that the Minutes be approved. The motion carried by the following vote: 5-0.

Ayes: 5 - BOLLIG, DOOLAN, KRONING, POSTLER and RITT

**D. Public Hearing for Zoning Map Amendments, Conditional Use Permits, and Ordinance Amendments**

**E. Zoning Map Amendments and Conditional Use Permits from previous meetings**

12158

PETITION: REZONE 12158  
APPLICANT: TIM & JORI PROPERTIES LLC  
LOCATION: 3864 COUNTY HIGHWAY A, SECTION 15, TOWN OF RUTLAND  
CHANGE FROM: FP-35 Farmland Preservation District TO RR-8 Rural Residential District and  
FP-1 Farmland Preservation District  
REASON: create one residential lot and one agricultural lot

**Attachments:** [12058 Ord Amend](#)  
[12158 Staff Update](#)  
[12158 Staff Report](#)  
[12158 Town Action](#)  
[12158 RUTLAND Rev](#)  
[12158 MAP Rev](#)

A motion was made by KRONING, seconded by BOLLIG, that the Zoning Petition be recommended for approval with conditions. The motion carried by the following vote: 5-0

1. A deed notice shall be recorded on proposed Lot 2 (FP-1 lot) of the CSM stating the following:

a. Two density units ("splits") from the original 1978 Hvam farm remain available to the property. This allocation reflects a written agreement between Hvam and Woodstock associated with the 2018 deed recorded under document #5398949 assigning all remaining density units to Woodstock.

Ayes: 5 - BOLLIG,DOOLAN,KRONING,POSTLERandRITT

12159

PETITION: REZONE 12159  
APPLICANT: KIRK AND HEIDI EILENFELDT  
LOCATION: EAST OF 3436 N. STAR ROAD, SECTION 27, TOWN OF COTTAGE GROVE  
CHANGE FROM: RM-16 Rural Mixed-Use District TO FP-1 Farmland Preservation District  
REASON: transfer one development right to another property

**Attachments:** [12159 Ord Amend](#)

[12159 Staff Update](#)

[12159 Staff Report](#)

[12159 Town Action](#)

[12159 APP](#)

[12159 MAP](#)

A motion was made by BOLLIG, seconded by KRONING, that the Zoning Petition be recommended for approval with conditions. The motion carried by the following vote: 5-0

1. The TDR-S (Transfer of Development Rights – Sending) overlay zoning district shall be assigned to the sending property (parcel 0711-273-9600-0).
2. The TDR-R (Transfer of Development Rights – Receiving) overlay zoning district shall be assigned to the proposed residential lot (see rezone petition #12160).
3. A deed notice shall be recorded on CSM Lot 1 that indicates it was created by a transfer of development rights.
4. A deed restriction shall be recorded on tax parcel 0711-273-9600-0 stating the following:
  - a. Further residential/nonfarm development and land divisions are prohibited.The housing density rights for the original Gregory Hellickson farm have been exhausted per the Town Comprehensive Plan density policies.

**Ayes:** 5 - BOLLIG, DOOLAN, KRONING, POSTLER and RITT

12160

PETITION: REZONE 12160  
APPLICANT: KIRK AND HEIDI EILENFELDT  
LOCATION: 4082 RIDGE ROAD, SECTION 14, TOWN OF COTTAGE GROVE  
CHANGE FROM: FP-35 Farmland Preservation District TO RR-1 Rural Residential District  
REASON: creating one residential lot - transfer of development right

**Attachments:** [12160 Ord Amend](#)

[12160 Staff Update](#)

[12160 Staff Report](#)

[12160 Town Action](#)

[12160 MAP](#)

[12160 APP rev](#)

A motion was made by KRONING, seconded by BOLLIG, that the Zoning Petition be recommended for approval with conditions. The motion carried by the following vote: 5-0

1. The TDR-S (Transfer of Development Rights – Sending) overlay zoning district shall be assigned to the sending property (parcel 0711-273-9600-0).
2. The TDR-R (Transfer of Development Rights – Receiving) overlay zoning district shall be assigned to the proposed residential lot.
3. A deed notice shall be recorded on CSM Lot 1 that indicates it was created by a transfer of development rights.
4. A deed restriction shall be recorded on tax parcel 0711-273-9600-0 stating the following:
  - a. Further residential/nonfarm development and land divisions are prohibited. The housing density rights for the original Gregory Hellickson farm have been exhausted per the Town Comprehensive Plan density policies.

**Ayes:** 5 - BOLLIG, DOOLAN, KRONING, POSTLER and RITT

12164

PETITION: REZONE 12164  
APPLICANT: ALLISON RODRIGUEZ AND JOSUE RODRIGUEZ MORENO  
LOCATION: 4185 RIDGE ROAD, SECTION 14, TOWN OF COTTAGE GROVE  
CHANGE FROM: SFR-1 Single Family Residential District TO RR-1 Rural Residential District  
REASON: zoning to allow for a limited family business

**Attachments:** [12164 Ord Amend](#)

[12164 Staff Update](#)

[12164 Staff Report](#)

[12164 Town Action](#)

[12164 Site Plan revised 05-05-2025](#)

[12164 APP](#)

[12164 MAP](#)

A motion was made by BOLLIG, seconded by KRONING, that the Zoning Petition be recommended for approval. The motion carried by the following vote: 5-0

**Ayes:** 5 - BOLLIG,DOOLAN,KRONING,POSTLERandRITT

02660

PETITION: CUP 02660  
APPLICANT: ALLISON RODRIGUEZ AND JOSUE RODRIGUEZ MORENO  
LOCATION: 4185 RIDGE RD, SECTION 14, TOWN OF COTTAGE GROVE  
CUP DESCRIPTION: limited family business - contractor

**Attachments:** [CUP #2660](#)

[CUP 2660 Staff Update](#)

[CUP 2660 Staff Report](#)

[CUP 2660 Town Action](#)

[CUP 2660 Site Plan revised 06-03-2025](#)

[CUP 2660 Site Plan revised 05-05-2025](#)

[CUP 2660 APP](#)

[CUP 2660 MAP](#)

A motion was made by KRONING, seconded by BOLLIG, to approve the CUP based on the findings of fact as noted in the staff report and it has been determined that the proposal meets the standards for obtaining a CUP, with the conditions as noted in the staff report. The motion carried by the following vote: 5-0.

**Standard Conditions for all Conditional Use Permits from 10.101(7):**

1. Any conditions required for specific uses listed under s. 10.103 (see below).
2. The physical development and operation of the conditional use must conform, in all respects, to the approved site plan, operational plan and phasing plan.
3. New and existing buildings proposed to house a conditional use must be constructed and maintained to meet the current requirements of the applicable sections of the Wisconsin Commercial Building Code or Uniform Dwelling Code.
4. The applicant shall apply for, receive and maintain all other legally required and applicable local, county, state and federal permits. Copies of approved permits or other evidence of compliance will be provided to the zoning administrator upon request.
5. Any ongoing business operation must obtain and continue to meet all legally required and applicable local, county, state and federal licensing requirements. Copies of approved licenses or other evidence of compliance will be provided to the zoning administrator upon request.
6. Existing onsite wastewater sewage disposal systems, if any, serving the conditional use must be inspected by a licensed plumber to determine its suitability for the proposed or expanded use. Deficient systems must be brought, at the owner's expense, into full compliance with the current requirements for new development of the state plumbing code and Chapter 46, Dane County Code.
7. All vehicles and equipment must access the site only at approved locations identified in the site plan and operations plan.
8. Off-street parking must be provided, consistent with s. 10.102(8).
9. If the Dane County Highway, Transportation and Public Works Department or the town engineer determine that road intersection improvements are necessary to safely accommodate the conditional use, the cost of such improvements shall be borne by the landowner. Costs borne by the landowner shall be proportional to the incremental increase in traffic associated with the proposed conditional

use.

10. The Zoning Administrator or designee may enter the premises of the operation in order to inspect those premises and to ascertain compliance with these conditions or to investigate an alleged violation. Zoning staff conducting inspections or investigations will comply with any applicable workplace safety rules or standards for the site.

11. The owner or operator must keep a copy of the conditional use permit, including the list of all conditions, on the site, available for inspection to the public during business hours.

12. Failure to comply with any imposed conditions, or to pay reasonable county costs of investigation or enforcement of sustained violations, may be grounds for revocation of the conditional use permit.

Conditions specific to CUP # 2660:

13. The use shall employ no more than one or one full-time equivalent, employee who is not a member of the family residing on the premises.

14. Hours of operation shall be 7:30am to 5:30pm Monday through Friday.

15. Sanitary fixtures in the accessory buildings are prohibited.

16. The petitioners shall abandon their plan to access the proposed new building for the limited family business with a new driveway behind their house, and instead shall apply for a town driveway permit for a second driveway off of W. Ridge Road.

17. Outdoor storage is prohibited.

18. This permit shall automatically expire on sale of the property or the business to an unrelated third party.

Ayes: 5 - BOLLIG,DOOLAN,KRONING,POSTLERandRITT

## F. Plats and Certified Survey Maps

[2025 LD-004](#) Land Division Waiver - Nizamuddin 2-Lot Certified Survey Map  
Town of Cross Plains

Attachments: [Staff Report on variance](#)  
[County VARIANCE LETTER](#)  
[Nizam - Cross Plains - prelim CSM \(3-19-2025\)](#)  
[Dane County Variance application](#)  
[Navigable Stream Determination letter](#)

A motion was made by BOLLIG, seconded by KRONING, that the Land Division waiver be denied, because the layout lacks the acceptable road access for residential development and other options have not yet been explored. The motion carried by the following vote: 5-0.

Ayes: 5 - BOLLIG,DOOLAN,KRONING,POSTLERandRITT

## G. Resolutions

## H. Ordinance Amendment



## I. Items Requiring Committee Action

## J. Reports to Committee

[2025](#) Zoning Map review project - June update to ZLR  
[RPT-111](#)

**Attachments:** [Memo to ZLR 6 25](#)

[2025](#) Instituting changes to the CUP process  
[RPT-120](#)

**Attachments:** [2025 Town Guidance on revised CUP process](#)  
[2025 Town Board Action Report \(CUP\)](#)  
[2025 Town CUP Worksheet](#)  
[Understanding the Conditional Use Process 2025](#)

*Supervisor Bollig was excused at 7:25pm*

## K. Other Business Authorized by Law

## L. Adjourn

A motion was made by KRONING to adjourn the meeting at 7:26pm. The vote carried unanimously.

**Ayes:** 4 - DOOLAN, KRONING, POSTLER and RITT

**Excused:** 1 - BOLLIG