



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?

Tuesday, November 10, 2020

6:30 PM

Virtual Zoom Meeting: See top of agenda for
instructions on how to join the webinar or call in by
phone.

The November 10, 2020 Zoning and Land Regulation Committee meeting is being held virtually. The public can access the meeting 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://us02web.zoom.us/webinar/register/WN_kkwVYe08S0SUVqg2j_FB1w

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

To join the meeting by phone, dial 1-888-788-0099.

When prompted, enter the following Webinar ID: 839 8167 5595

If you want to submit a written comment for this meeting, or send handouts for committee members, please send them to lane.roger@countyofdane.com

PROCESS TO PROVIDE PUBLIC COMMENT: ANY MEMBERS OF THE PUBLIC WISHING TO REGISTER TO SPEAK ON/SUPPORT/OPPOSE AN AGENDA ITEM MUST REGISTER USING THE LINK ABOVE (even if you plan to attend using your phone).

Registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

If you join the meeting with Zoom, when the item you have registered for is before the board/committee, you will be promoted to a panelist. Once a panelist, you can turn on your webcam and you will be able to unmute yourself.

If you join the meeting with your phone, when the item you have registered for is before the board/committee, you will be unmuted and hear, "the host would like you to unmute your microphone, you can press *6 to unmute." Please press *6.

A. Call to Order

Chair Bollig called the November 10, 2020 meeting of the Zoning and Land Regulation Committee to order at 6:30pm.

Staff present: Andros, Everson, Lane, Standing, and Violante

Present 5 - JERRY BOLLIG, STEVEN PETERS, MICHELE DOOLAN, TIM KIEFER, and SARAH SMITH

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

No comments made by the public.

C. Consideration of Minutes

This resolution was approved

[2020
MIN-274](#)

Minutes of the October 27, 2020 Zoning and Land Regulation Committee meeting

Attachments: [10-27-20 ZLR public hearing minutes.pdf](#)

A motion was made by PETERS, seconded by DOOLAN, to approve the minutes of the October 27, 2020 Zoning and Land Regulation Committee meeting. The motion carried by a voice vote.

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

[CUP 02504](#)

PETITION: CUP 02504
APPLICANT: SN WINDY ACRES LLC
LOCATION: 3158-3160 COUNTY HIGHWAY J, SECTION 1, TOWN OF SPRINGDALE
CUP DESCRIPTION: transient or tourist lodging- Short term rental

Attachments: [CUP 2504 Staff Update.pdf](#)
[CUP 2504 Town.pdf](#)
[CUP 2504 Map](#)
[CUP 2504 APP](#)

A motion was made by PETERS, seconded by KIEFER, that the Conditional Use Permit be approved with 23 conditions. The motion carried by the following vote: 5-0.

1. Only one side of the duplex shall be rented as transient or tourist lodging. The northern-most unit shall be rented for transient or tourist lodging. The southern-most unit of the duplex may be rented as long-term rental.
2. No more than three bedrooms shall be rented for transient or tourist lodging.
3. No more than 12 people, including both transient guests and permanent residents, shall be on the premises at any one time. The transient or tourist lodging shall have a maximum of 8 people on the premises at any time.
4. No more than 6 vehicles shall be on the premises at any one time. All vehicles must be parked on paved driveway surfaces or inside the existing garage, with adequate access for emergency vehicles.
5. Quiet hours shall be observed between 10 p.m. and 9 a.m. on weekdays, and between 12 a.m. and 9 a.m. on weekends.
6. Peak noise levels shall not exceed 40 decibels [dB(a) scale], as measured at the property line, during quiet hours.
7. Peak noise levels shall not exceed 65 decibels [dB(a) scale], as measured at the property line, during hours other than quiet hours.
8. No more than two dogs, (including those belonging to permanent residents) may be on the premises at any one time. All dogs brought by guests must either be leashed or contained within adequate fenced areas while outside. Dogs must be kept indoors during quiet hours.
9. Landowner will apply for, obtain and maintain an appropriate transient or tourist lodging rental license from Madison/Dane County Department of Public Health.
10. Landowner will maintain existing trees and other vegetation along the northern, western and southern property lines, or replace such vegetation with landscaping that provides a similar level of visual screening.
11. Any new outdoor lighting shall be downward-directed, designed to minimize ambient spill and shall comply with all applicable requirements of the Town of Springdale Dark Skies Ordinance.
12. The physical development and operation of the conditional use must conform in all respects, to the approved site plan and operational plan.
13. 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.
14. 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.

15. The owner or operator must keep a copy of the conditional use permit, including the list of all conditions, on the site.

16. 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. The holder of a conditional use permit shall be given reasonable opportunity to correct any violations prior to the revocation.

17. If the transient or tourist lodging operation is abandoned for one year or more, this conditional use permit shall be terminated. Future re-establishment of an abandoned conditional use shall require approval of a new conditional use permit.

18. The transient or tourist lodging operation shall automatically expire on the sale of the property or the business to an unrelated third party.

19. The operation of all-terrain vehicles, ATVs, and snowmobiles by occupants of the transient or tourist lodging operation shall be prohibited on the property.

20. Signage is prohibited.

21. Outdoor music and speakers for the amplification of sound or music outdoors are prohibited.

22. Commercial activities and business activities, other than transient or tourist lodging and duplex rental, are prohibited.

23. This Conditional Use Permit shall expire two years after the effective date. Landowner may renew the conditional use permit by successfully obtaining a new CUP prior to the expiration date.

Ayes: 5 - BOLLIG,PETERS,DOOLAN,KIEFERandSMITH

F. Plats and Certified Survey Maps

[2020 LD-019](#) Rueden proposed 2-lot Certified Survey Map
Town of Verona
Staff recommends approval.

Attachments: [Report](#)
[review](#)
[2531 CSM P1](#)

A motion was made by PETERS, seconded by DOOLAN, that the Land Division. The motion carried by the following vote: 5-0.

Ayes: 5 - BOLLIG,PETERS,DOOLAN,KIEFERandSMITH

G. Resolutions

H. Ordinance Amendment

[2020 OA-016](#) AMENDING CHAPTER 82 OF THE DANE COUNTY CODE OF ORDINANCES, INCORPORATING AMENDMENTS TO THE TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN INTO THE DANE COUNTY COMPREHENSIVE PLAN

Sponsors: RATCLIFF and BOLLIG

Attachments: [OA 2020-016 Staff Report](#)
[Hampton letter regarding OA-016.pdf](#)
[OA 2020-016](#)
[Cottage Grove Comp Plan Community notice 9_2020](#)
[Cottage Grove Plan Amendment document](#)
[OA 2020-016 Letter of opposition](#)
[Robert Williamson letter regarding OA-016](#)

Motion by PETERS, seconded by KIEFER to recommend approval of Ordinance Amendment OA-16 with the following amendment to the comprehensive plan revision:

1. exclude the Neighborhood Development Area (TDR receiving area 1:8 transfer ratio), Southwest of Nora & Jargo Roads.

A motion was made by PETERS, seconded by DOOLAN, to withdraw the motion to approve Ordinance Amendment OA-16. The motion carried by the following vote: 5-0.

Ayes: 5 - BOLLIG,PETERS,DOOLAN,KIEFERandSMITH

A motion was made by KIEFER, seconded by DOOLAN, that the Ordinance be recommended for denial. The motion carried by the following vote: 5-0. The Committee felt that the Town of Cottage Grove Comprehensive Plan should be reviewed and acted upon in its entirety, not just approving portions of the plan.

Ayes: 5 - BOLLIG,PETERS,DOOLAN,KIEFERandSMITH

I. Items Requiring Committee Action

J. Reports to Committee

[2020](#) 2018 FLOOD IMPACT ANALYSIS
[PRES-087](#)

Sponsors: Zoning & Land Regulation Committee

Attachments: [2018 Dane County Floods.pdf](#)

Senior Planner Brian Standing presented a 2018 Flood Impact Analysis to the Committee. The presentation will be posted to the Planning and Development website.

K. Other Business Authorized by Law

L. Adjourn

A motion was made by PETERS, seconded by DOOLAN, to adjourn the November 10, 2020 meeting of the Zoning and Land Regulation Committee at 8:00pm. The motion carried unanimously.

Questions? Contact Roger Lane, Planning and Development Department, 266-4266,
lane.roger@countyofdane.com