

Dane County Conditional Use Permit Application

Application Date	C.U.P Number
01/23/2026	DCPCUP-2026-02699
Public Hearing Date	
05/05/2026	

OWNER INFORMATION	AGENT INFORMATION
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OWNER NAME SN WINDY ACRES LLC (SCOTT NIEBUHR)	Phone with Area Code (608) 445-6589	AGENT NAME <input type="checkbox"/>	Phone with Area Code
BILLING ADDRESS (Number, Street) 3158 COUNTY HIGHWAY J		ADDRESS (Number, Street) <input type="checkbox"/>	
(City, State, Zip) VERONA, WI 53593		(City, State, Zip)	
E-MAIL ADDRESS		E-MAIL ADDRESS	

ADDRESS/LOCATION 1	ADDRESS/LOCATION 2	ADDRESS/LOCATION 3
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ADDRESS OR LOCATION OF CUP	ADDRESS OR LOCATION OF CUP	ADDRESS OR LOCATION OF CUP
3160 CTH J		
TOWNSHIP SPRINGDALE	SECTION 1	TOWNSHIP
		SECTION
PARCEL NUMBERS INVOLVED	PARCEL NUMBERS INVOLVED	PARCEL NUMBERS INVOLVED
0607-012-8730-1	---	---

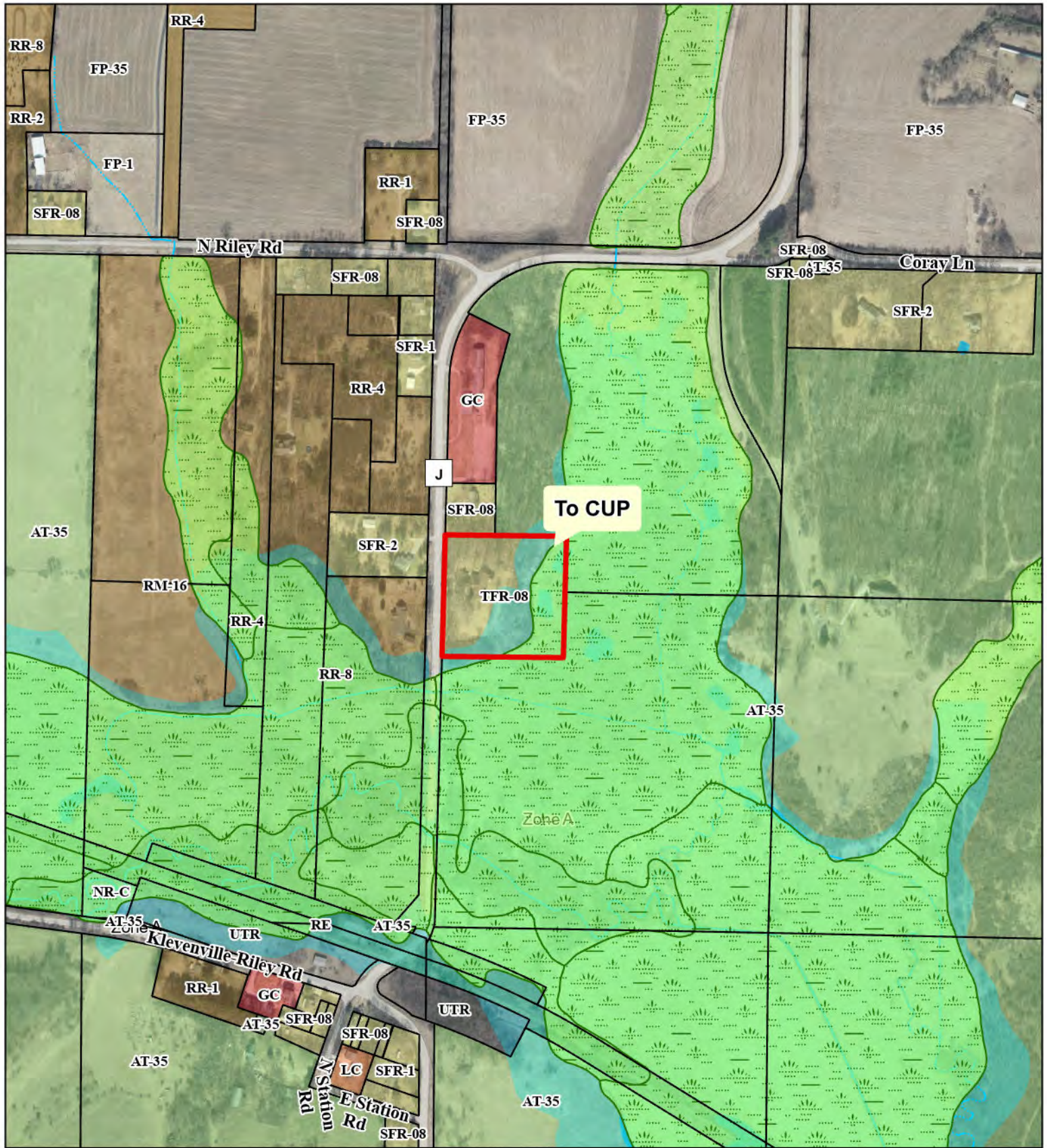
CUP DESCRIPTION

Transient or tourist lodging (short-term rental - renewing existing permit)

DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
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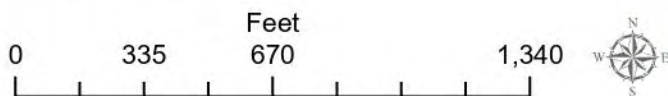
10.254(3)	5.0
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DEED RESTRICTION REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No Applicant Initials _____	Inspectors Initials RUH1	SIGNATURE:(Owner or Agent) _____ PRINT NAME: _____ DATE: _____
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CUP 2699
SN WINDY ACRES LLC (SCOTT NIEBUHR)

- Proposed Zoning Boundary
- Tax Parcel Boundary
- Wetland Class Areas
- 1% Annual Chance Flood Hazard



Dane County Conditional Use Permit Application

Application Date	C.U.P Number
11/13/2023	DCPCUP-2023-02610
Public Hearing Date	
01/23/2024	

OWNER INFORMATION		AGENT INFORMATION	
OWNER NAME SN WINDY ACRES LLC (Scott Niebuhr)	Phone with Area Code (608) 445-6589	AGENT NAME SAME	Phone with Area Code
BILLING ADDRESS (Number, Street) 3356 VALLEY SPRING RD		ADDRESS (Number, Street) <input type="checkbox"/>	
(City, State, Zip) MOUNT HOREB, WI 53572		(City, State, Zip)	
E-MAIL ADDRESS		E-MAIL ADDRESS	

ADDRESS/LOCATION 1		ADDRESS/LOCATION 2		ADDRESS/LOCATION 3	
ADDRESS OR LOCATION OF CUP		ADDRESS OR LOCATION OF CUP		ADDRESS OR LOCATION OF CUP	
3160 County Hwy J					
TOWNSHIP SPRINGDALE	SECTION 1	TOWNSHIP	SECTION	TOWNSHIP	SECTION
PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED	
0607-012-8730-1		---		---	

CUP DESCRIPTION
Renew CUP to allow transient or tourist lodging (AirBnB)

DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
10.254(3) Transient or Tourist Lodging	5.0

DEED RESTRICTION REQUIRED?	Inspectors Initials	SIGNATURE:(Owner or Agent) PRINT NAME: DATE:
<input type="checkbox"/> Yes <input type="checkbox"/> No	RWL1	
Applicant Initials _____		



Dane County
Department of Planning and Development
 Zoning Division
 Room 116, City-County Building
 210 Martin Luther King Jr. Blvd.
 Madison, Wisconsin 53703
 (608) 266-4266

Application Fees	
General:	\$495
Mineral Extraction:	\$1145
Communication Tower:	\$1145 (+\$3000 RE eng review fee)
PERMIT FEES DOUBLE FOR VIOLATIONS OR WHEN WORK HAS STARTED PRIOR TO ISSUANCE OF PERMIT	

CONDITIONAL USE PERMIT APPLICATION

APPLICANT INFORMATION			
Property Owner Name:	SN WINDY ACRES LLC	Agent Name:	SCOTT NIEBUHR
Address (Number & Street):	3158 County Road J	Address (Number & Street):	3160 County Road J
Address (City, State, Zip):	Verona Wisconsin 53593	Address (City, State, Zip):	Verona Wisconsin 53593
Email Address:		Email Address:	
Phone#:		Phone#:	

SITE INFORMATION			
Township:	SPRINGDALE	Parcel Number(s):	0607-012-8730-1
Section:	1	Property Address or Location:	3160 County Road J Verona Wisconsin 53593
Existing Zoning:	Proposed Zoning:	CUP Code Section(s):	

DESCRIPTION OF PROPOSED CONDITIONAL USE

Type of conditional use permit (for example: limited family business, animal boarding, mineral extraction, or any other listed conditional use): Transient or Tourist Lodging	Is this application being submitted to correct a violation? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Provide a short but detailed description of the proposed conditional use: Providing a safe and clean space for families and groups to spend a relaxing time and overnight stay	

GENERAL APPLICATION REQUIREMENTS

Applications will not be accepted until the applicant has met with department staff to review the application and determined that all necessary information has been provided. Only complete applications will be accepted. All information from the checklist below must be included. Note that additional application submittal requirements apply for particular uses or as may be required by the Zoning Administrator. Applicants for significant and/or potentially controversial conditional uses are strongly encouraged to meet with staff prior to submittal.

<input checked="" type="checkbox"/> Complete attached information sheet for standards	<input checked="" type="checkbox"/> Site Plan drawn to scale	<input checked="" type="checkbox"/> Detailed operational plan	<input checked="" type="checkbox"/> Written legal description of boundaries	<input checked="" type="checkbox"/> Detailed written statement of intent	<input checked="" type="checkbox"/> Application fee (non-refundable), payable to Dane County Treasurer
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I certify by my signature that all information presented herein is true and correct to the best of my knowledge. I hereby give permission for staff of the Dane County Department of Planning and Development to enter my property for the purpose of collecting information to be used as part of the review of this application. I acknowledge that submittal of false or incorrect information may be grounds for denial of this application.

Owner/Agent Signature: _____ Date: Scott Niebuhr 01-16-2026

STANDARDS FOR CONDITIONAL USE PERMITS

Applicants must provide adequate evidence demonstrating to the Town and Dane County Zoning & Land Regulation Committee that the proposed conditional use satisfies the following 8 standards for approval, along with any additional standards specific to the applicable zoning district or particular use found in sections [10.220\(1\)](#) and [10.103](#) of the code.

Please explain how the proposed land use will meet the following standards (attach additional pages, if necessary):

1. The establishment maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

All families and guests have a background check by vrbo. Guests will be in direct communication with Scott Niebuhr to ensure the rules and guidelines will be followed. Guests will use the residence as a relaxing, clean place to stay while they are in town for their visit.

2. The uses, values, and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use.

The home and yard are the attraction for a family vacation, or a resource to use while guests are traveling for business or other personal reasons. they will not change anything on the property. Having guests in the residence will add to the property. keeping the interior of the house clean to the highest standards as well as safety and regular yard work will keep the uses, values, and enjoyment of other properties in the neighborhood high

3. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

Guests will not make any changes to the property. In order to attract guests, there will be a high standard of maintenance, thus increasing current appeal and keeping up with the standard already set by the neighboring properties. The inside of the home will be clean, sanitary, and safe. the outside will be well manicured, maintained and appealing.

4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the conditional use.

This residence is up to date on its utilities and can easily manage the number of guests permitted during a visit. The residence has a large driveway with access to CTY RD J in Verona. Currently there are no other improvements to be made and is move in ready

5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

The Number of guests is managed and capped to prevent overcrowding. The amount of cars will be capped with the number of guests to ensure and easy and comfortable fit in the driveway. the home;s driveway has clear visibility to and from CTY RD J, making it easy to enter and exit the property

6. That the conditional use shall conform to all applicable regulations of the district in which it is located.

YES

7. The conditional use is consistent with the adopted town and county comprehensive plans.

YES

8. If the conditional use is located in a Farmland Preservation (FP) Zoning district, the conditional use is subject to the following additional standards found in section 10.220(1). Attach additional pages, if necessary.

- Explain how the use and its location in the Farmland Preservation Zoning District are consistent with the purposes of the district:

N/A

- Explain how the use and its location in the Farmland Preservation Zoning district are reasonable and appropriate, considering alternative locations:

N/A

- Explain how the use is reasonably designed to minimize the conversion of land from agricultural use or open space use:

N/A

- Explain how the use does not substantially impair or limit the current or future agricultural use of surrounding parcels zoned for agricultural use:

N/A

- Explain how construction damage to land remaining in agricultural use is minimized and repaired, to the extent feasible:

N/A

WRITTEN STATEMENT OF INTENT AND OPERATIONS PLAN

Applicants must provide a detailed written statement of intent describing the proposed conditional use along with an operational plan that explains how the conditional use will be operated. Please use the form below and provide responses, as applicable, to your proposed conditional use. Attach additional pages, if necessary.

Describe in detail the proposed conditional use. Provide the specific location of the use(s), type of equipment used, planned property improvements, including description / size of existing or proposed new buildings to be used, and any other relevant information. For existing or proposed commercial operations, provide the name of the business and describe the nature and type of business activity.
The residence at 3160 County Road J Verona, Wisconsin will be used as a short term rental. guests will come to relax and enjoy a clean, safe place. Guests staying at the residence will be there for business, family vacations, and small reunions. Guests will have access to local businesses, parks and trails, and other local tourist events to enjoy and take part in. Guests will be allowed access to the residence and its yard to relax and enjoy the property.
The residence 3158 will not be used for short term rental.

List the proposed days and hours of operation.
Residence will be available to rent 365 days of the year

List the number of employees, including both full-time equivalents and maximum number of personnel to be on the premises at any time.
No employees will be needed. Scott Niebuhr will manage guest and residence.

List any anticipated noise, odors, dust, soot, runoff or pollution associated with the conditional use, along with any proposed measures that will be taken to mitigate impacts to neighboring properties.
Guests will be allowed to congregate and enjoy the residence and yard. Anticipated noise may be similar to a small group enjoying a private residence with respect to neighbors. Music and talking will be permitted at a respectful volume during appropriate hours.

Describe any materials proposed to be stored outside and any activities, processing or other operations taking place outside an enclosed building.
Guests will be permitted to grill as well as congregate outside with respect for neighbors

For proposals involving construction of new facilities and/or infrastructure, describe, as applicable, any measures being taken to ensure compliance with county stormwater and erosion control standards under [Chapter 11](#) of [Chapter 14](#), Dane County Code.
N/A

List and describe existing or proposed sanitary facilities, including adequate private onsite wastewater treatment systems, associated with the proposed conditional use. For uses involving domestic pets or livestock, list and describe measures taken to address manure storage or management.
The well and septic system on site can handle the number of guests permitted during a rental period

List and describe any existing or proposed facilities for managing and removal of trash, solid waste and recyclable materials.
Scott Niebuhr will remove all trash, solid waste and recyclables to an off site, private receptacle

Describe anticipated daily traffic, types and weights of vehicles, and any provisions, intersection or road improvements or other measures proposed to accommodate increased traffic.
Guests will have residential vehicles and will manage them on site appropriately. there will be no need for improvements as it is made fully.

Provide a listing of any hazardous, toxic or explosive materials to be stored on site, and any spill containment, safety or pollution prevention measures.
Guests will not be permitted to bring hazardous materials on site

Describe any existing or proposed outdoor lighting along with any measures that will be taken to mitigate light-pollution impacts to neighboring properties.
The Zoning Administrator may require submittal of a photometric plan for outdoor lighting if deemed necessary to determine potential impacts to neighbors. There are existing lights on the outside of the home that guests will have access to. lights are in accordance with original building construction.

Describe any existing or proposed signage, including size, location, and materials, consistent with the county's sign ordinance found in s. [10.800](#).
There will be no signage used

Briefly describe the current use(s) of the property on which the conditional use is proposed.
Short term rental has been operating under original cup with no issues or complaints.

Briefly describe the current uses of surrounding properties in the neighborhood.
Surrounding properties are being used now as small businesses, short term rentals and home residences

APPLICATION CHECKLIST FOR A CONDITIONAL USE PERMIT

A scaled site plan and detailed operations plan must be submitted with your Conditional Use Permit application. Please use the checklist below to ensure you are submitting all required information applicable to your request. Please attach to your application form the required maps and plans listed below, along with any additional pages.

SCALED SITE PLAN. Show sufficient detail on 11" x 17" paper. Include the following information, as applicable:

- Scale and north arrow.
- Date the site plan was created.
- Existing subject property lot lines and dimensions.
- Existing and proposed wastewater treatment systems and wells.
- All buildings and all outdoor use and/or storage areas, existing and proposed, including provisions for water and sewer.
- All dimension and required setbacks, side yards and rear yards.
- Location and width of all existing and proposed driveway entrances onto public and private roadways, and of all interior roads or driveways.
- Location and dimensions of any existing utilities, easements or rights-of-way.
- Parking lot layout in compliance with s. [10.102\(8\)](#).
- Proposed loading/unloading areas.
- Zoning district boundaries in the immediate area. All districts on the property and on all neighboring properties must be clearly labeled.
- All relevant natural features, including navigable and non-navigable waters, floodplain boundaries, delineated wetland areas, natural drainage patterns, archeological features, and slopes over 12% grade.
- Location and type of proposed screening, landscaping, berms or buffer areas if adjacent to a residential area.
- Any lighting, signs, refuse dumpsters, and possible future expansion areas.

NEIGHBORHOOD CHARACTERISTICS. Describe existing land uses on the subject and surrounding properties:

- Provide a brief written statement describing the current use(s) of the property on which the conditional use is proposed.
- Provide a brief written statement documenting the current uses of surrounding properties in the neighborhood.

OPERATIONS PLAN AND NARRATIVE. Describe in detail the following characteristics of the operation, as applicable:

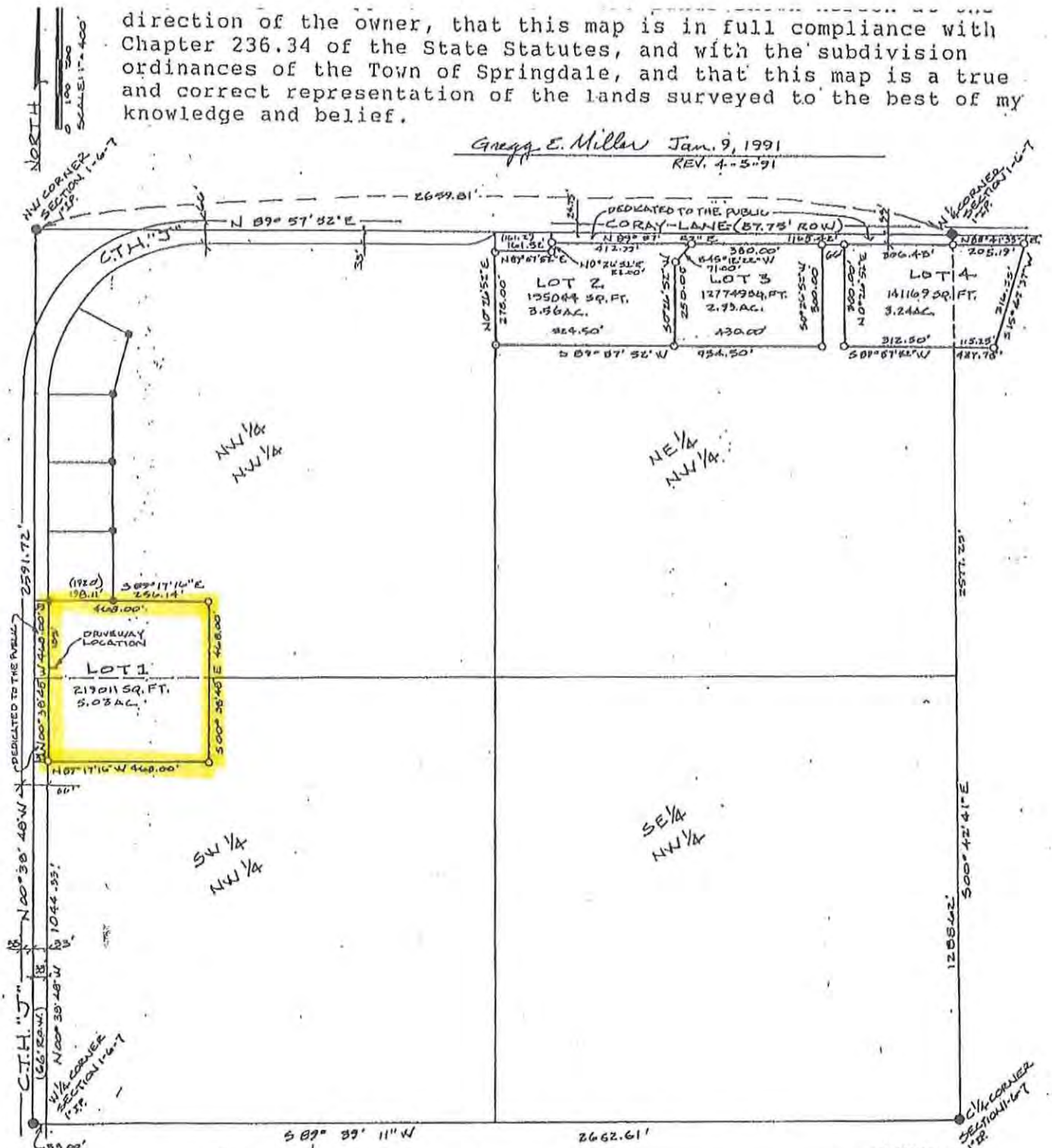
- Hours of operation.
- Number of employees, including both full-time equivalents and maximum number of personnel to be on the premises at any time.
- Anticipated noise, odors, dust, soot, runoff or pollution and measures taken to mitigate impacts to neighboring properties.
- Descriptions of any materials stored outside and any activities, processing or other operations taking place outside an enclosed building.
- Compliance with county stormwater and erosion control standards under [Chapter 11](#) of [Chapter 14](#), Dane County Code.
- Sanitary facilities, including adequate private onsite wastewater treatment systems and any manure storage or management plans approved by the Madison and Dane County Public Health Agency and/or the Dane County Land and Water Resources Department.
- Facilities for managing and removal of trash, solid waste and recyclable materials.
- Anticipated daily traffic, types and weights of vehicles, and any provisions, intersection or road improvements or other measures proposed to accommodate increased traffic.
- A listing of hazardous, toxic or explosive materials stored on site, and any spill containment, safety or pollution prevention measures taken.
- Outdoor lighting and measures taken to mitigate light-pollution impacts to neighboring properties.
- Signage, consistent with section [10.800](#).

ADDITIONAL MATERIALS. Additional information is required for certain conditional uses listed in s. [10.103](#):

- Agricultural entertainment, special events, or outdoor assembly activities anticipating over 200 attendees must file an [event plan](#).
- [Domestic pet](#) or [large animal boarding](#) must provide additional information in site and operations plans.
- Communication towers must submit additional information as required in s. [10.103\(9\)](#).
- Farm residences proposed in the FP-35 district must submit additional information as required in s. [10.103\(11\)](#).
- Mineral extraction proposals must submit additional information as required in s. [10.103\(15\)](#).

direction of the owner, that this map is in full compliance with Chapter 236.34 of the State Statutes, and with the subdivision ordinances of the Town of Springdale, and that this map is a true and correct representation of the lands surveyed to the best of my knowledge and belief.

Gregg E. Miller Jan. 9, 1991
REV. 4-5-91



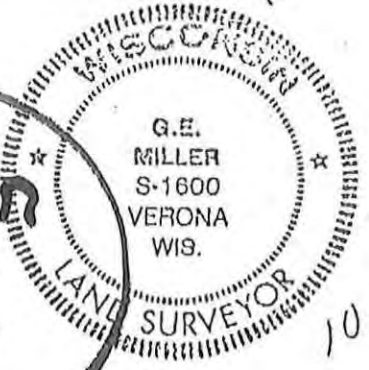
FEE
13
EXEMPT

Refer to building site information contained in the Dane County Soil Survey.

- LEGEND**
- 1" x 2" IRON PIPES MARKING SECTION CORNERS
 - 1" IRON PIPES MARKING EXISTING PARCEL CORNERS
 - 3/4" x 24" REBAR (1.5010/ft.)
 - () RECORD INFORMATION

PREPARED FOR: DR. JOHN HAMACHER
3124 C.T.H. "J"
VERONA, WI 53593
90112

Legal Description
Lot 1 CSM 6374
PAGE 1 OF 2 V. 31, P 45

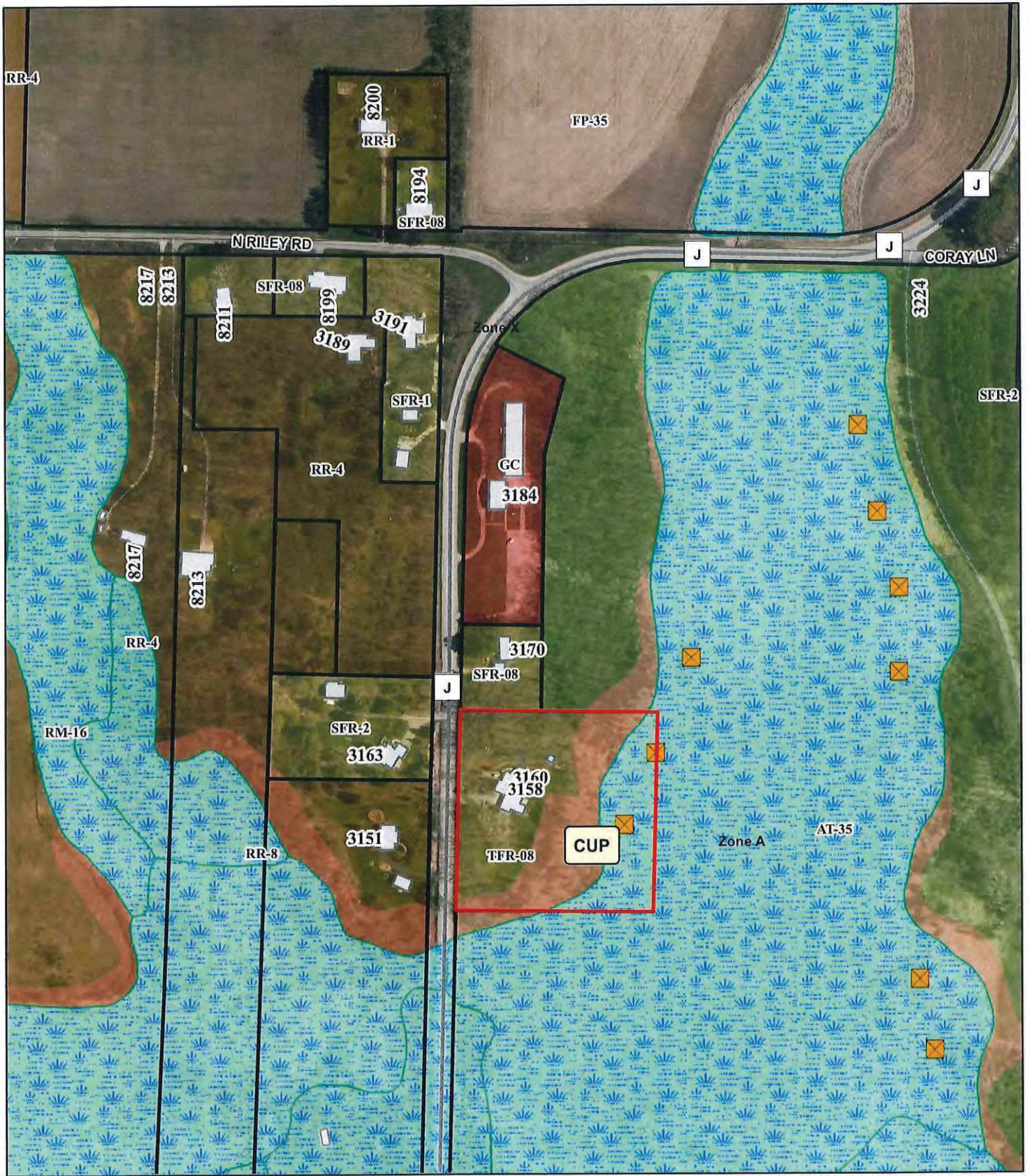


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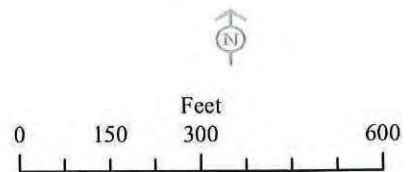
0 25 50 100 Feet

Site Plan



SN WINDY ACRES LLC - CUP

-  Wetland
-  Floodway Areas in Zone AE
-  Floodplain



Legal Description for CUP 2699

Lot 1 of Certified Survey Map 6374, Section 01, T06N, R07E, Town of Springdale,
Dane County, Wisconsin