



Dane County Planning & Development

Land Division Review

Date: August 27, 2024

To: Zoning & Land Regulation Committee

From: Daniel Everson, Land Division Review

Re: ROBERT L ZIEGLER & MONICA R ZIEGLER (CSM 10845)
ROXBURY, S 27/34
Lot 1 – 14.82 acres
Lot 2 - 5.44 acres
Lot 3 – 8.90 acres
Zoning District: FP-1, *Farmland Residential*
Sensitive environmental features: *Intermittent stream*

RULES AND PROCEDURES OF THE DANE COUNTY ZONING AND LAND REGULATION COMMITTEE

d. Certified Survey Map and Subdivision Plat Applications

1. Certified Survey Maps:

ii. Re-division of existing lots.

Any CSM application not associated with a rezoning or conditional use permit petition that proposes to divide an existing parcel to create a new parcel, shall be reviewed and acted upon by the Zoning Committee. The purpose of this provision is to ensure compliance with town / county density standards.

The property owner has submitted a three-lot Certified Survey Map in order to sell a portion of the agricultural lands to an adjacent landowner. Remaining lands are less than 35 acres and therefore require to be a lot within a Certified Survey Map.

Staff has reviewed the proposal and prepared the following conditions:

1. This review is specifically for the preliminary Certified Survey Map that was submitted for review. Any alteration, modification and/or revisions made after this review may be subject to a new submittal. County staff reserves the right to require a new application based on the nature and extent of the changes.
2. Compliance with the Dane County Comprehensive Plan is to be established.
 - *See attached memo from Curt Kodl, Senior Planner dated 7/22/2024.*
3. The document is to be completed in accordance with S.236.34, Wisconsin State Statutes.

4. All owners of record are to be included in the owner's certificate. Spouse's signature, middle initials and a certificate of consent by all mortgagees/vendors shall be included and satisfied if relevant.

County records indicate the following owners:

- *ROBERT L ZIEGLER & MONICA R ZIEGLER*

5. The Owner's Certificate shall be amended to include the following language:

- *We also certify that this certified survey map is required by sec. 75.17(1)(a), Dane County Code of Ordinances, to be submitted to the Dane County Zoning and Land Regulation Committee*

6. The required approval certificates are to be executed.

- *Town of Roxbury*
- *Dane County*

7. Comments from the Dane County Surveyor are to be satisfied:

- *This CSM does not appear to be in the NW ¼ of the NW ¼ of Section 34. If that is the case, that designation should be removed from the location heading at the top of each sheet and also from the Surveyor's Certificate description. 236.34(1m)(c) & 236.34(1m)(d)(2)*
- *Please remove the parcel numbers from the final CSM, as they will change upon recording.*

8. Comments from the WISDOT department are to be satisfied:

- *US Highway 12 is a Controlled Access Highway (Project ID 5300-01-29).*
- *The existing private driveway is authorized to be used jointly by two property owners.*
- *No additional property owners are authorized to share use of the driveway.*
- *Please have the following note added to the CSM:*
 - *US Highway 12 is an Access Controlled Highway pursuant to Project ID 5300-01-29. Owners are responsible to ensure the number and use of access points complies with that identified in recorded documents.*

9. Comments from the County Highway department are to be satisfied:

- *CTH KP is not a controlled access highway.*
- *No access to be designated (visually shown) across the frontage of CTH KP along Lot 1 except in the area of the existing access location (SW corner of Lot 1).*
- *The 29'+ width of Right of Way of CTH KP along the Lot is correct.*
- *Any change to existing access or change of use requires a new access permit from the Highway Department.*
- *Remaining Right of Way appears to be correct.*

10. The recordable document is to be submitted for review and approval.

