

Dane County Conditional Use Permit Application

Application Date	C.U.P Number
08/18/2025	DCPCUP-2025-02682
Public Hearing Date	
10/28/2025	

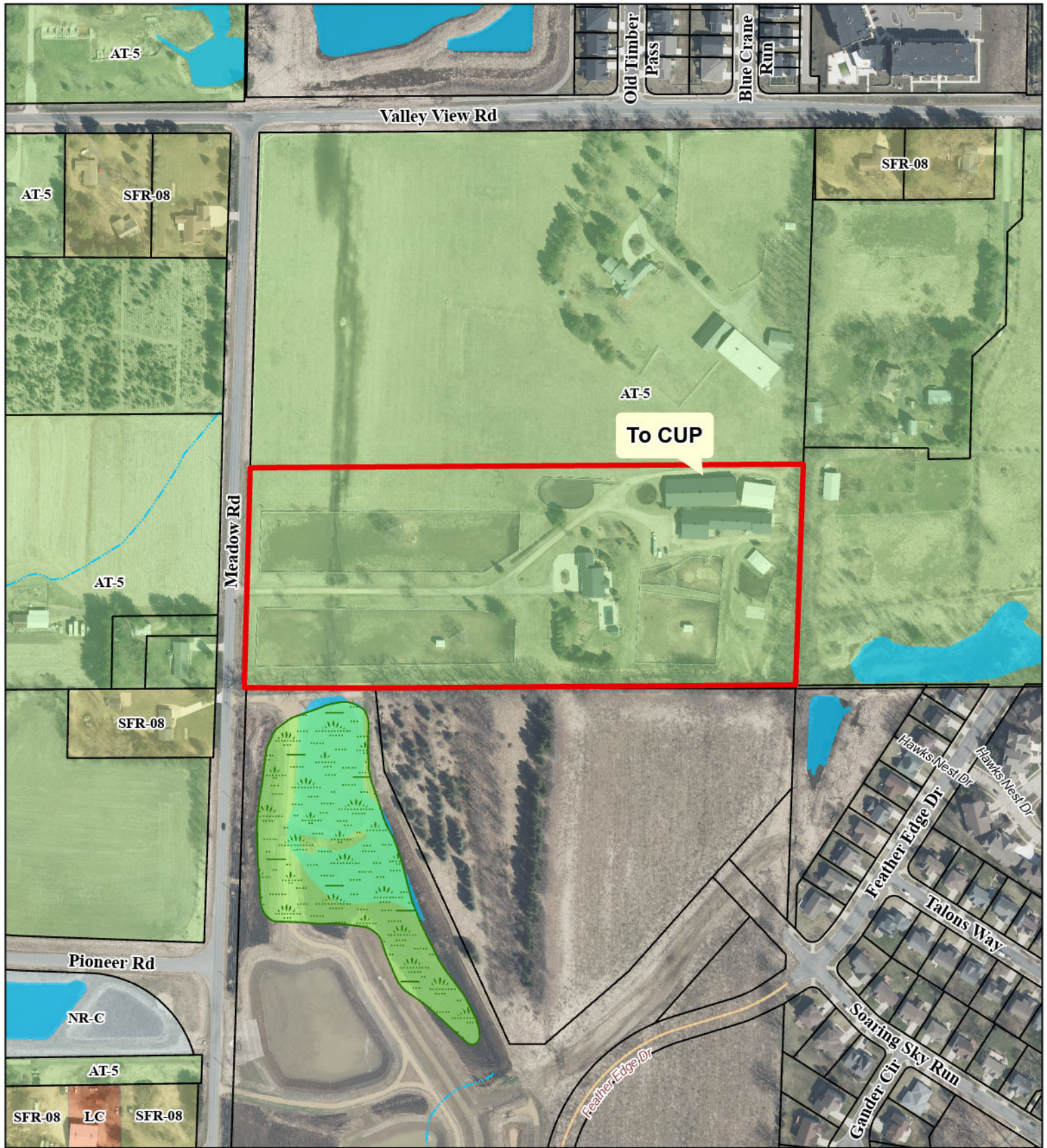
OWNER INFORMATION		AGENT INFORMATION	
OWNER NAME DAN AND MARLENE LA FLEUR	Phone with Area Code (608) 445-5299	AGENT NAME LENA LA FLEUR	Phone with Area Code (608) 692-0027
BILLING ADDRESS (Number, Street) 3440 MEADOW RD		ADDRESS (Number, Street) 506 MICHELE STREET	
(City, State, Zip) VERONA, WI 53593		(City, State, Zip) Mount Horeb, WI 53572	
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	
3440 Meadow Road					
TOWNSHIP MIDDLETON	SECTION 32	TOWNSHIP	SECTION	TOWNSHIP	SECTION
PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED	
0708-321-8211-1		---		---	

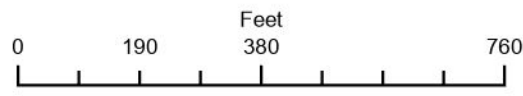
CUP DESCRIPTION
Small-animal boarding facility for 30 dogs or cats

DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
10.234(3)	15.2

COMMENTS: REQUEST TO EXTEND CURRENT C.U.P. #2640	DEED RESTRICTION REQUIRED? ☐ Yes ☐ No Applicant Initials _____	Inspectors Initials RUH1	SIGNATURE:(Owner or Agent)
			PRINT NAME:
			DATE:



- Proposed Zoning Boundary
- Tax Parcel Boundary
- Wetland Class Areas



CUP 2682
DAN AND MARLENE LA FLEUR



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 RF 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:		Agent Name:	
Address (Number & Street):		Address (Number & Street):	
Address (City, State, Zip):		Address (City, State, Zip):	
Email Address:		Email Address:	
Phone#:		Phone#:	

SITE INFORMATION

Township:		Parcel Number(s):	
Section:		Property Address or Location:	
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):	Is this application being submitted to correct a violation? Yes ☐ No ☐
Provide a short but detailed description of the proposed conditional use:	

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.

☐ Complete attached information sheet for standards	☐ Site Plan drawn to scale	☐ Detailed operational plan	☐ Written legal description of boundaries	☐ Detailed written statement of intent	☐ Application fee (non-refundable), payable to Dane County Treasurer
--	---	--	--	---	--

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: _____

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. |
| 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. |
| 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. |
| 4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the conditional use. |
| 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. |
| 6. That the conditional use shall conform to all applicable regulations of the district in which it is located. |
| 7. The conditional use is consistent with the adopted town and county comprehensive plans. |
| 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. <ul style="list-style-type: none">• Explain how the use and its location in the Farmland Preservation Zoning District are consistent with the purposes of the district:• Explain how the use and its location in the Farmland Preservation Zoning district are reasonable and appropriate, considering alternative locations:• Explain how the use is reasonably designed to minimize the conversion of land from agricultural use or open space use:• Explain how the use does not substantially impair or limit the current or future agricultural use of surrounding parcels zoned for agricultural use:• Explain how construction damage to land remaining in agricultural use is minimized and repaired, to the extent feasible: |

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.

List the proposed days and hours of operation.

List the number of employees, including both full-time equivalents and maximum number of personnel to be on the premises at any time.

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.

Describe any materials proposed to be stored outside and any activities, processing or other operations taking place outside an enclosed building.

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.

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.

List and describe any existing or proposed facilities for managing and removal of trash, solid waste and recyclable materials.

Describe anticipated daily traffic, types and weights of vehicles, and any provisions, intersection or road improvements or other measures proposed to accommodate increased traffic.

Provide a listing of any hazardous, toxic or explosive materials to be stored on site, and any spill containment, safety or pollution prevention measures.

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.

Describe any existing or proposed signage, including size, location, and materials, consistent with the county's sign ordinance found in s. [10.800](#).

Briefly describe the current use(s) of the property on which the conditional use is proposed.

Briefly describe the current uses of surrounding properties in the neighborhood.

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\(15\)](#).

**Four Paws Pet Services, LLC
Pet Daycare and Boarding Services
CUP Reapplication**

Application to Renew Current CUP Permit

We are writing to formally reapply for a Conditional Use Permit (CUP) for Four Paws Pet Services, LLC, located at 3440 Meadow Road in the Town of Middleton. Our business officially opened on March 1, 2025, and we are requesting approval to continue operating under the same conditions and business plan previously submitted and approved.

We plan to use all the same materials from our prior CUP application. Our operations remain unchanged: we operate an indoor-only pet daycare and boarding facility for dogs and cats, with a maximum small animal capacity of 30. The facility layout, waste management, and noise mitigation strategies remain as originally proposed and approved.

Since opening, it has been incredibly rewarding to bring a new pet service to the Town of Middleton. We've thoroughly enjoyed serving our community and their pets, and we are grateful for the opportunity to contribute to a family-run, locally focused service that continues to grow.

As part of our long-term vision, we want to share that we are gradually decreasing horse operations on the property. We have phased out summer camps and are reducing the number of riding lessons offered. As the dog daycare and boarding business continues to grow, the scale of horse operations will continue to diminish. That said, we will still maintain a number of horses on-site for personal use, along with a few boarders. We do wish to retain our existing CUP for horse boarding (CUP #1701), as these activities will continue, albeit at a smaller scale.

Thank you for your continued support. We look forward to growing Four Paws Pet Services, LLC as a valued part of the Middleton community while maintaining the long-standing equestrian presence on our property.

**Four Paws Pet Services LLC
Pet Daycare & Boarding
Business Plan**

Property and Use

Four Paws Pet Services LLC is a 100% family-owned business operating in a fully enclosed, temperature-controlled commercial building on our property. We have converted a portion of this building into a boarding and daycare facility for up to 30 dogs and cats. The building meets Wisconsin commercial building standards and provides year-round indoor housing.

Facility Layout and Capacity

The facility includes separate kennel spaces for medium and large dogs, smaller kennels for small dogs and cats, and multiple indoor play areas of varying sizes. Each animal has its own indoor containment area, and there is no outdoor play space. Hours of operation are:

- Monday–Friday: 7:30 a.m. – 6:00 p.m.
- Saturday: 10:00 a.m. – 5:00 p.m.
- Sunday: 11:00 a.m. – 2:00 p.m. (boarding drop-off and pickup)

Staffing does not exceed five full-time equivalent employees on-site at any time.

Waste and Utilities

Waste is managed in an enclosed containment area attached to the building, with regular removal by WM. The property has an approved septic system with a 600-gallon-per-day capacity (PHMDC SAN-43964), designated for employee use only except as required under Ally's Law. A 2 hp, 20 gpm submersible well pump, installed in February 2022 by Aqua Well & Pump Systems, provides water service.

Parking and Access

The site has a state-approved drainage plan and does not require additional stormwater permits. Parking includes 37 stalls—two of which are ADA accessible—and a one-way traffic pattern for safety and efficiency. Customer scheduling is managed through Gingr software to control drop-off and pick up flow.

Noise Management

Two sound studies by Hankard Environmental confirm there are no noise impacts from operations. The building's 8-inch insulated walls and 17-inch insulated ceilings provide effective sound barriers, and all playgroups are supervised to limit barking. A designated quiet room is available for any dog needing separation from group play.

Services and Requirements

Four Paws provides supervised, off-leash indoor play for dogs, with structured activities, rest breaks, and enrichment. All dogs complete a meet-and-greet temperament assessment before attending. Vaccination requirements include DHLPP, Rabies, and Bordetella, with Influenza recommended. A negative fecal test within the past six months is required and renewed annually, along with proof of flea/tick prevention. Dogs must be spayed or neutered by six months of age. Boarding is available for dogs daily and for cats upon request, with all guests enjoying multiple supervised play sessions each day.

Standards For Conditional Use Permits: Answers

1. The business operates in an existing building on the property with no changes to the exterior of the site. The building is fully insulated, heated, and cooled year-round, and conforms with Wisconsin commercial building standards. Four Paws Pet Services occupies the south side of the horse stable. All small animals are housed inside the facility, and no outdoor play areas are used. The facility maintains a small animal capacity of 30, keeping traffic levels comparable to previous uses of the property. The driveway into the facility is over 1,000 feet long, with traffic routed one way around the building to allow easy flow. The Middleton Fire Department has confirmed the driveway accommodates emergency vehicles. All animal waste is kept in a designated indoor containment area and removed by a contracted waste service twice a week.
2. All small animals are housed inside the building while in our care. This building meets Wisconsin commercial building standards and is heavily insulated, with eight inches of insulation in the walls and seventeen inches in the ceilings. The construction of the facility provides an excellent sound barrier to the outside. Two sound studies, conducted by Michael Hankard of Hankard Environmental, demonstrate that there are no sound issues from our use, even at the loudest potential sound levels for a small animal boarding facility. Because this use is a listed conditional use under the zoning, all neighbors are on notice that it can occur at any time.
3. The building meets Wisconsin commercial building standards and is professionally maintained by staff members. No exterior improvements are needed for the business. Elliott Mergen, P.E., with Dane County Land & Water Resources has confirmed that, because there is no land disturbance or creation of impervious surfaces, a stormwater permit is not required and the property is in compliance with the County stormwater ordinance. The business does not impact any development of the surrounding land, as all activities are conducted inside the facility.
4. The property has an existing commercial building, with Four Paws Pet Services occupying the south building structure. No exterior improvements are needed for the business. The building is served by a septic system dedicated solely to the site, and during our original permit review, the Public Health Department and the DNR confirmed that the utilities and wastewater management plan are adequate for our use. The required parking for our business, along with the current CUP on the property, is 16 stalls; our parking plan provides 37 stalls, including two handicap-accessible stalls, all located on the southwest side of the building to maintain privacy for neighbors to the north and east. The property has a

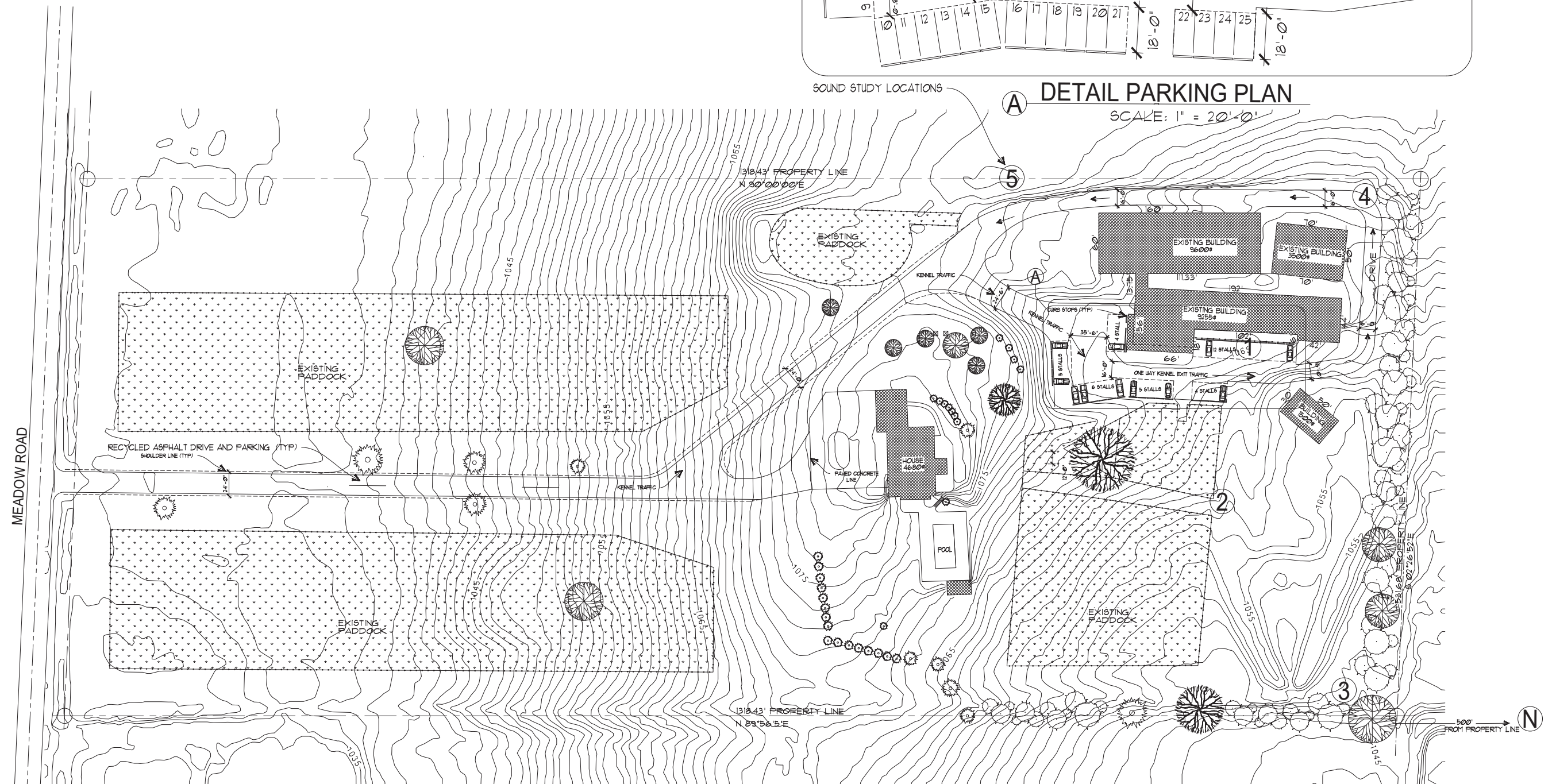
state-approved drainage plan, and Elliott Mergen, P.E., with Dane County Land & Water Resources, has confirmed no additional stormwater permits are required. The driveway into the facility is over 1,000 feet long, with all traffic routed one way around the building to allow easy flow.

5. The property has a driveway off Meadow Road that provides access to the commercial building. The driveway is over 1,000 feet long, and all traffic is routed one way around the building to allow easy flow. With a modest capacity of 30 small animals, the business does not generate more traffic than previous uses of the property. All horse-related operations have been greatly reduced, with the business largely displacing the same traffic that previously came for equestrian activities. The recycled asphalt driveway has been maintained by Northwestern Stone on three occasions over the past 16 years, with 700 tons of recycled asphalt placed on the roadway. The Middleton Fire Department, through Battalion Chief Matt Reigel, has confirmed that the driveway and property provide acceptable emergency access. The conditional use generates less traffic than would be expected from residential development of the site.
6. The business is fully housed inside the south side of the commercial building. The building meets Wisconsin commercial building standards, and the use conforms to all applicable regulations. This use is listed as a conditional use for the district.
7. The property is currently zoned AT-5, Section 10.235(4), which includes small animal boarding as a conditional use.

SOUND STUDY LOCATIONS

DETAIL PARKING PLAN

SCALE: 1" = 20'-0"



SITE PLAN

SCALE: 1" = 50'-0"

PLAN DATA PROVIDED BY:

ACCESS DANE
GOOGLE EARTH

DRAWN BY:

KERWIN VINCENT

MODIFICATIONS PROVIDED BY:

LENA LaFLEUR
4 PAWS PET SERVICES

PLANS PROVIDED BY:

Designed by
Jim Vincent

DATE:	8/16/2023
-------	-----------

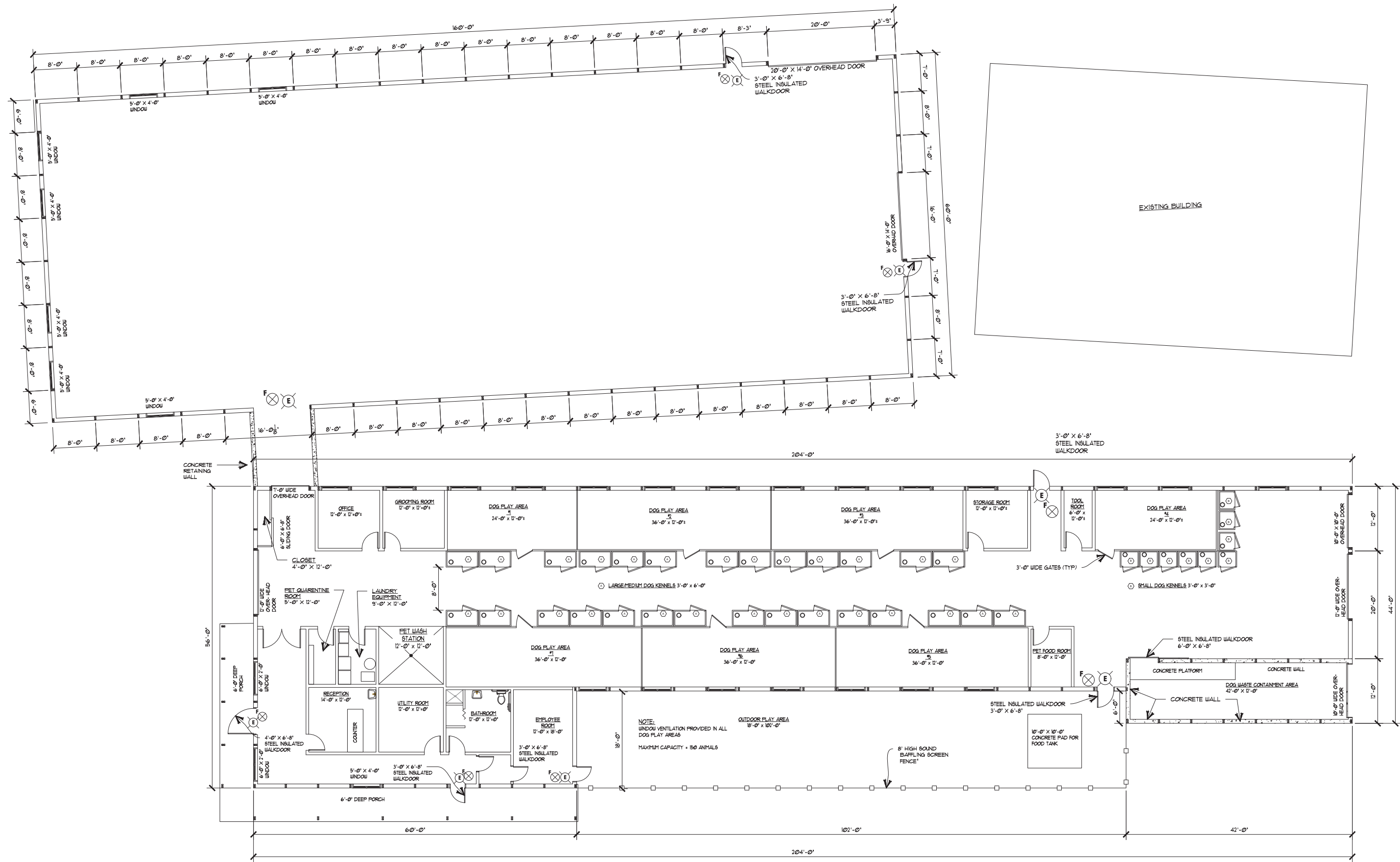
REVISED:	9/26/2023
----------	-----------

DRAWN BY: KERWIN VINCENT

PLANS PREPARED FOR:

Fur Pass

Pet Services LLC



FLOOR PLAN

SCALE: 1/8" = 1'-0"



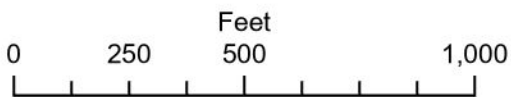
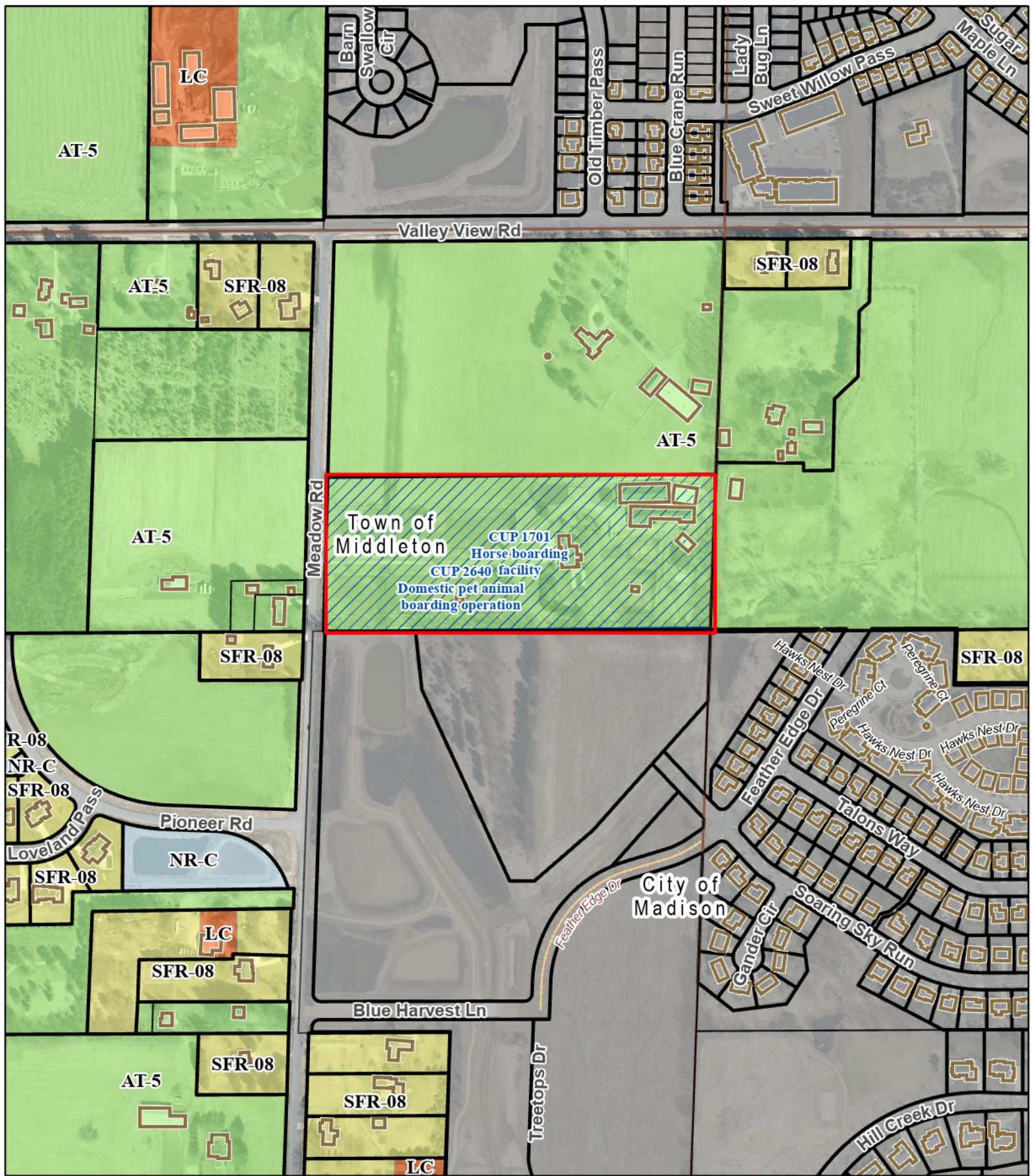
PLAN DATA PROVIDED BY:	DRAWN BY:	MODIFICATIONS PROVIDED BY:
HAIN BUILDING CO. LLC 4685 MCKINLEY ROAD HEARTFORD WI 53021	GAVIN DORCH SEP. 21, 2001	LENA LAFLEUR 4 PAWS KENNELS

PLANS PROVIDED BY:	DATE:
Designed by Jim Vincent 221 SOUTH MIDVALE BLVD. MADISON, WI 53705 (608) 213-1665 biglogo@charter.net	8/16/2023
REVISOR:	8/17/2023
DRAWN BY:	KERWIN VINCENT

PLANS PREPARED FOR:

Four Paws

Pet Services LLC



3440 Meadow Road

CUP 2682 Neighborhood Map

CUP 2682 Legal Description

Part of the NE 1/4 NE 1/4 Section 32, Town of Middleton described as follows: The South 506.48 feet of the NE 1/4 NE 1/4 Section 32, Town of Middleton.