

# Dane County Conditional Use Permit Application

Application Date	C.U.P Number
10/03/2025	DCPCUP-2025-02686
Public Hearing Date	
12/16/2025	

OWNER INFORMATION		AGENT INFORMATION	
OWNER NAME ARINGTON ADVENTURES LLC	Phone with Area Code (608) 575-9673	AGENT NAME CINDY CUTRANO	Phone with Area Code (608) 219-9101
BILLING ADDRESS (Number, Street) 1231 W EVERGREEN DR		ADDRESS (Number, Street) 300 US HWY 12&18	
(City, State, Zip) DEERFIELD, WI 53531		(City, State, Zip) Cambridge, WI 53523	
E-MAIL ADDRESS		E-MAIL ADDRESS	

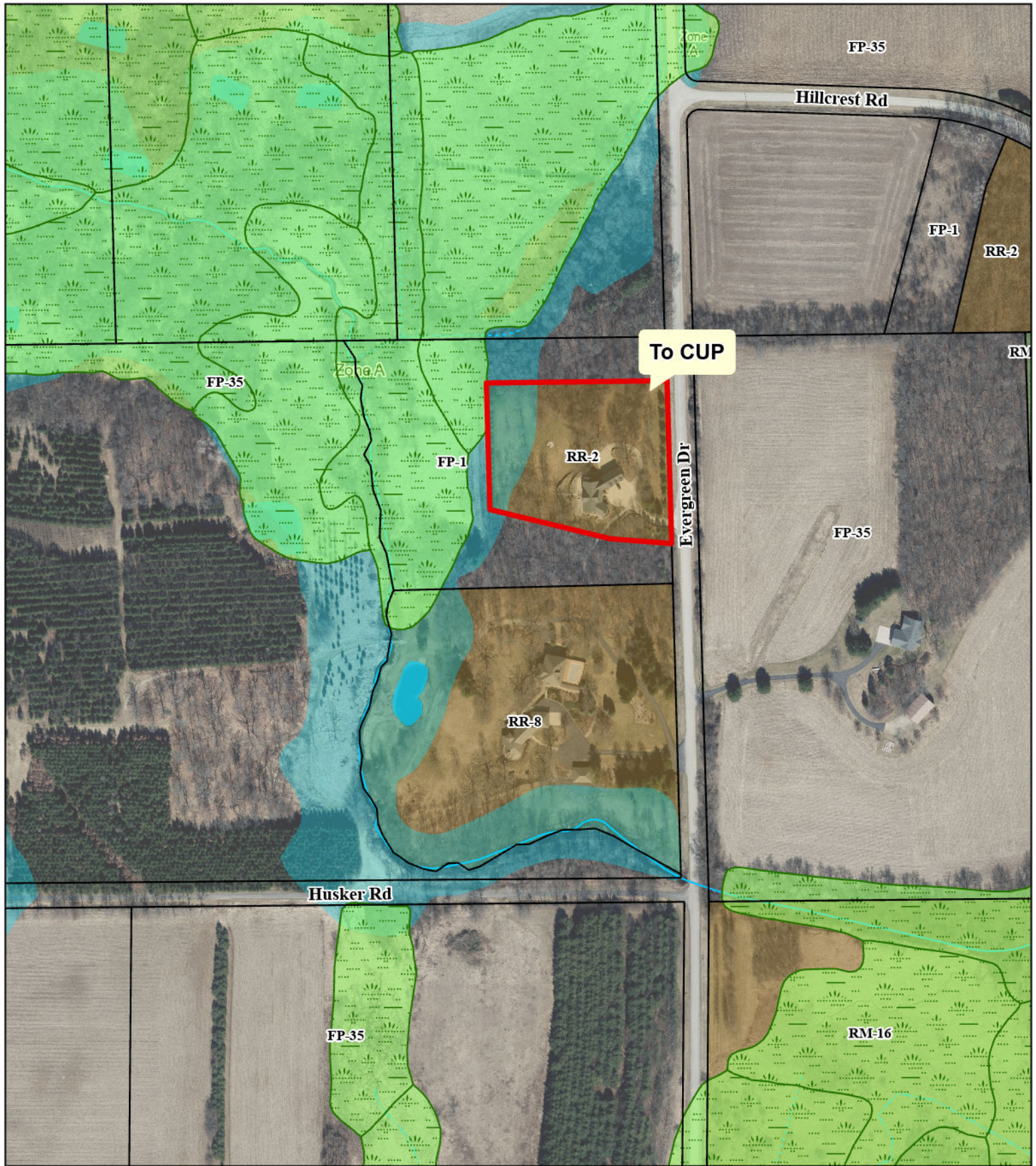
ADDRESS/LOCATION 1		ADDRESS/LOCATION 2		ADDRESS/LOCATION 3	
ADDRESS OR LOCATION OF CUP		ADDRESS OR LOCATION OF CUP		ADDRESS OR LOCATION OF CUP	
2959 Evergreen Drive					
TOWNSHIP CHRISTIANA	SECTION 5	TOWNSHIP	SECTION	TOWNSHIP	SECTION
PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED		PARCEL NUMBERS INVOLVED	
0612-054-9010-0		---		---	

CUP DESCRIPTION
Transient or Tourist Lodging

DANE COUNTY CODE OF ORDINANCE SECTION	ACRES
10.242(3)	3.3

COMMENTS: THE SEPTIC SYSTEM IS DESIGNED FOR A 4-BEDROOM HOUSE. THE SHORT-TERM RENTAL SHALL BE REQUIRED TO BE LIMITED TO 8 PERSONS.	DEED RESTRICTION REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No	Inspectors Initials  RWL1	SIGNATURE:(Owner or Agent)
	Applicant Initials _____		PRINT NAME:
			DATE:

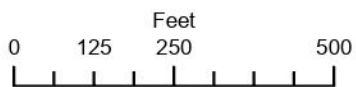




**CUP 2686**  
**ARINGTON ADVENTURES LLC**

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

- Flood Hazard Zones**
- 1% Annual Chance Flood Hazard







**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:	ARINGTON ADVENTURES LLC	Agent Name:	CINDY CUTRANO
Address (Number & Street):	1231 W. EVERGREEN DR	Address (Number & Street):	300 US HWY 12 & 18
Address (City, State, Zip):	DEERFIELD, WI 53531	Address (City, State, Zip):	CAMBRIDGE, WI 53523
Email Address:	joe@aringtontreefarm.com	Email Address:	subaruheaven@yahoo.com
Phone#:	608-575-9673	Phone#:	608-219-9101

SITE INFORMATION			
Township:	CHRISTIANA	Parcel Number(s):	0612-054-9010-0
Section:	5	Property Address or Location:	2959 EVERGREEN DR, CAMBRIDGE WI
Existing Zoning:	RR-2	Proposed Zoning:	RR-2
		CUP Code Section(s):	10.242(3)(H)

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): CONDITIONAL USE PERMIT. "TRANSIENT OR TOURIST LODGING"	Is this application being submitted to correct a violation? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Provide a short but detailed description of the proposed conditional use: THE PERMIT WILL BE USED TO OPERATE A FAMILY-ORIENTED SHORT-TERM RENTAL HOME, COMMITTED TO MAINTAINING THE HIGHEST STANDARDS OF RESPECT FOR THE NEIGHBORHOOD AND CLENALINESS OF THE SURROUNDING ENVIRONMENT.	

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. <u>Only complete applications will be accepted.</u> 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 ( <b>non-refundable</b> ), 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: *Cindy Cutrano* owner  
*Cindy Cutrano* Agent

Date: 9/26/2025



## 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.

THE SHORT-TERM RENTAL WILL BE MAINTAINED TO THE HIGHEST SAFETY AND CLEANLINESS STANDARDS. STRICT HOUSE RULES ARE ENFORCED TO PREVENT DISTURBANCES. THE PROPERTY IS RESIDENTIAL AND WILL NOT HOST COMMERCIAL ACTIVITIES, ENSURING THE GENERAL WELFARE OF NEARBY RESIDENTS.

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 SHORT-TERM RENTAL IS INTENDED FOR TEMPORARY LODGING AND WILL BE LIMITED IN OCCUPANCY AND USE TO PRESERVE THE RESIDENTIAL ATMOSPHERE. THE STRUCTURE WILL REMAIN VISUALLY CONSISTENT WITH SURROUNDING PROPERTIES AND LANDSCAPING WILL BE MAINTAINED. NO MAJOR CONSTRUCTION OR ALTERATIONS ARE PLANNED. PROPERTY WILL BE KEPT IN PRESTINE CONDITION WHICH IN RETURN WILL PROVIDE POSITIVE IMPROVEMENTS TO THE AREA AND CONTINUE OR MAINTAIN PROPERTY VALUES.

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.

THIS PROPOSED USE WILL NOT HINDER FUTURE DEVELOPMENT OR IMPROVEMENTS TO THE AREA. THE HOME WILL RETAIN ITS RESIDENTIAL APPEARANCE AND ALL OPERATIONS WILL CONFORM TO THE ZONING CODE.

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

THE PROPERTY ALREADY INCLUDES ALL NECESSARY UTILITIES (ELECTRIC, WATER, SEPTIC/SEWER), PAVED DRIVEWAY ACCESS AND PROPER DRAINAGE. TRASH AND RECYCLING ARE HANDLED PER LOCAL GUIDELINES.

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 HOME HAS A DEDICATED DRIVEWAY WITH SUFFICIENT SPACE FOR GUEST PARKING. NO SIGNIFICANT TRAFFIC INCREASE IS ANTICIPATED.

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

THE PROPERTY WILL OPERATE IN FULL COMPLIANCE WITH LOCAL ZONING CODES, INCLUDING OCCUPANCY LIMITS, AND ANY SHORT-TERM RENTAL REQUIREMENTS SET FORTH BY THE TOWNSHIP OR COUNTY. ALL PROPER PERMITS WILL BE OBTAINED.

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

THE SHORT-TERM RENTAL ALIGNS WITH THE TOWN AND COUNTY COMPREHENSIVE PLANS BY PROMOTING RESPONSIBLE TOURISM AND PRESERVING THE RURAL/RESIDENTIAL CHARACTER OF THE SURROUNDING AREA.

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 PROPOSED CONDITIONAL USE IS TO OPERATE A SHORT-TERM VACATION RENTAL WITHIN AN EXISTING SINGLE-FAMILY RESIDENTIAL HOME. THE PROPERTY WILL BE OFFERED FOR TEMPORARY LODGING TO INDIVIDUALS, COUPLES OR FAMILIES TRAVELING FOR LEISURE OR WORK. THE SINGLE FAMILY HOME IS A 5 BEDROOM, 3 BATH AND 2 HALF BATHS. THERE ARE NO PLANNED PROPERTY IMPROVEMENTS AND NO NEW PROPOSED BUILDINGS.

List the proposed days and hours of operation.

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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.

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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.

PLEASE SEE ATTACHED

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.

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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.

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED

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

PLEASE SEE ATTACHED



## 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\(15\)](#).



## Statement of Intent & Operations Plan

### Proposed Use & Property Improvements

The home at 2956 Evergreen Dr, Cambridge, WI will be operated as a family-oriented short-term rental. It is a single-family residence with five bedrooms, three bathrooms, two half bathrooms, full kitchen, living room, and an outdoor seating/grilling area. No new construction or structural changes are proposed.

### Days & Hours of Operation

The property is available for year-round rentals.

- Check-in begins at 4:00PM
- Check-out is required by 11:00AM

### Employees

One full-time employee is located nearby most of the time. That employee is responsible for cleaning and preparing the property between guest stays.

### Noise, Odors, Pollution

The rental prohibits excessive noise and any nuisance behaviors:

- No parties or unauthorized events allowed
- Smoking of any kind (cigarettes, cigars, vapes, marijuana) is prohibited inside and outside
- No pets.

### Outdoor Storage or Activity

No commercial or processing activities occur outdoors. Guests may enjoy outdoor seating and lawn area. There are trails for the guest, as well as a small beach/water area.

### Stormwater & Erosion Control

No development or excavation is planned. Existing landscaping and drainage meet residential requirements.

### Sanitary Facilities

The home is served by a private septic system and a well. These systems are properly maintained and adequate for the intended residential use. There are no livestock, manure storage, or additional waste management needs associated with the property.

### Trash & Recycling

Guests are instructed to bag, separate all waste, and place it in the designated trash/recycling bins located in the garages. Pick-up follows town service schedules.

### Traffic & Vehicles

Typical guest groups include families or small travel parties using 1-4 personal vehicles. The driveway accommodates on-site parking, as well as three car garage. No commercial vehicles or deliveries are expected.

### Hazardous Materials

No hazardous, toxic, or explosive substances will be kept on site. Standard cleaning products are safely stored.

### Lighting

Outdoor lighting is limited to residential-grade fixtures with downward orientation to minimize light spillover. No new lighting installations are proposed.

### Signage

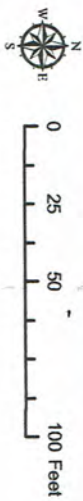
There will be no exterior signage on the premise.



## HOUSE RULES

- There is to be No Smoking on this property.
- Nothing other than toilet paper and human stuff is to be flushed down the toilet – Ever.
- There are no pets allowed.
- No overnight guest is allowed unless names are on our check list.
- No bedding will be allowed other than that provided.
- Walking on approved trails is permitted.
- No motorized vehicles are allowed on the trails.
- There is video monitoring access doors and in the garage areas.
- Fireplaces are not to be left on overnight.
- The cleaning charge is for normal cleaning of the House after your departure. Should there be excessive cleaning required that cost will be deducted from your security deposit.
- Be cautious near the patio rock walls. Please restrict any quest, children, and adults from climbing on the wall.
- Loud noise of any type is not permitted.
- When using Kayaks, the beach, or trails Children 12 and under must be accompanied by an adult.
- Life jackets should always be used when in or near the water. Remember when around or in the water always have a buddy.

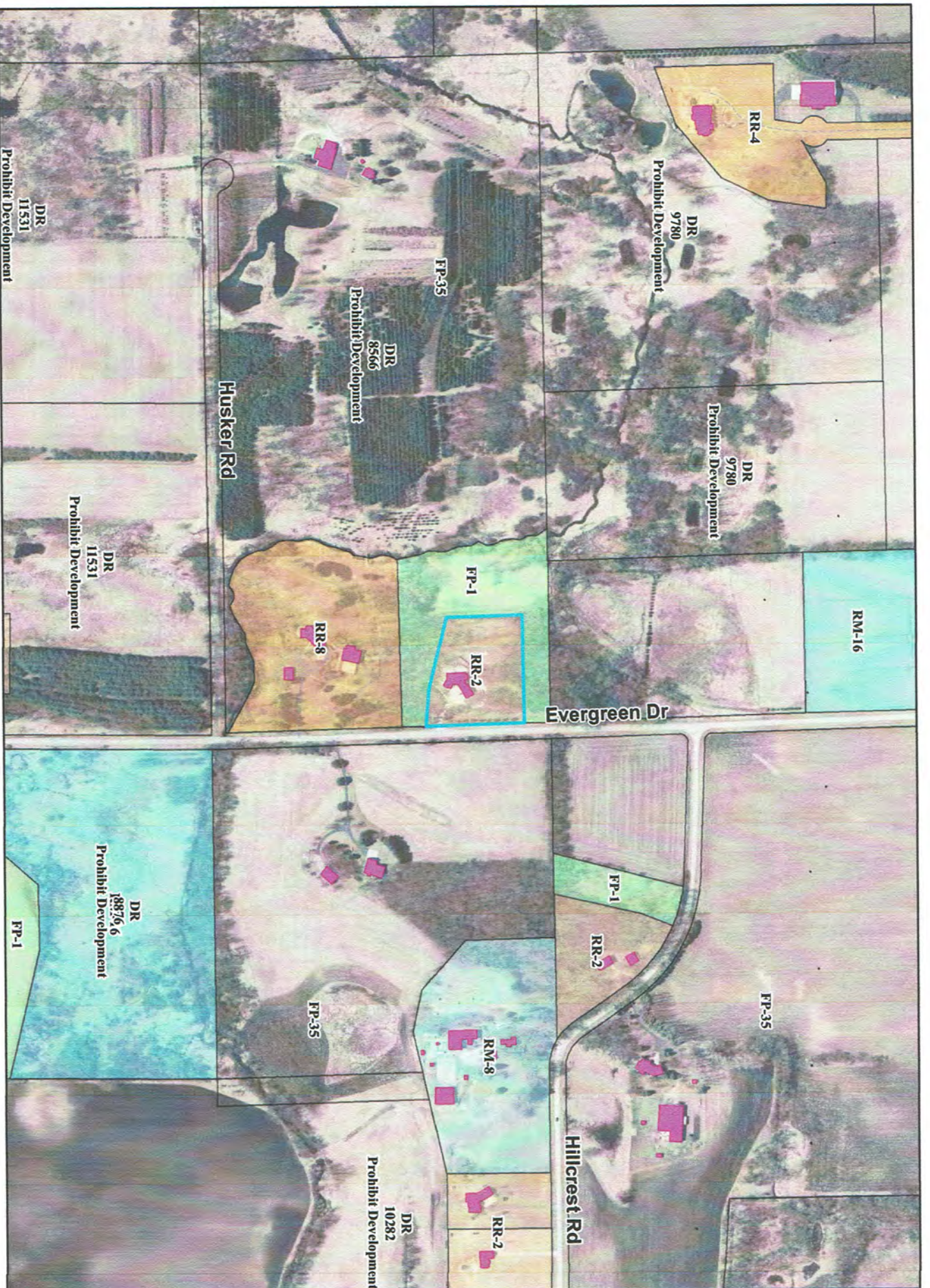




Evergreen Dr

2959 Evergreen Road - Site Plan





2959 Evergreen Road - Neighborhood Map



## Legal Description

Lot 1 of Certified Survey Map Number 13762 recorded in the Dane County Register of Deeds Office on July 23, 2014 in Volume 91 of Certified Surveys, Pages 36-37, as Document No. 5086322, formerly part of Lot 1 of Dane County Certified Survey Map Number 10632 recorded in the Dane County Register of Deeds Office on December 30, 2002, in Volume 63 of Certified Surveys, Pages 93&95, being further located in the SW  $\frac{1}{4}$  of the SE  $\frac{1}{4}$  of Section 5, T.6N, R.12E, Town of Christiana, Dane County, Wisconsin