

From: H. Adam Steinberg <h.adam.steinberg@gmail.com>
Sent: Thursday, February 6, 2025 1:39 PM
To: mike bradley; Jerome Ballweg; Nick Ganser
Cc: Lisa Meinholz; james slattery; dahl.zach26@gmail.com; tom Dahl13@gmail.com; ivdahl13@gmail.com
Subject: Feb 11, 2025 Planning Commission Meeting

In attendance:

The Roxbury Planning Commission,

Roxbury Planning commission will meet on 02/11/2025 at 7pm in the Roxbury Town Hall, 7167 Kippley Rd, Sauk City.

Planning Commission Meeting Agenda:

7:00 pm: Call meeting to order

Item 1:

Zach Dahl

Summary:

The Dahl family would like to get a conditional use permit (CUP) to allow short term rentals on Parcel Number - 050/0907-092-9250-0 <https://accessdane.danecounty.gov/090709292500>, which is 5.01 acres and zoned RR-4. Parcel is located at 7614 Inama Rd. Currently the town does not have any short term rentals, this would be out first. Dane County currently has 25 of these CUPs (similar to airbnb, Booking.com, Vrbo, FlipKey, Onefinestay, Tripadvisor, HomeStay, Plum Guide, HomeAway, and Outdoorsy). Currently zoning on the property limits any and all rental periods to a minimum of 30 days.

Please read over these example CUP reports before the meeting:

- [CUP 2603](#)
 - [CUP 2610](#)
- <https://dane.legistar.com/View.ashx?M=F&ID=13019023&GUID=EFCD06D7-4C4C-449D-BFEF-A710649066DB>

Key factors to consider for this type of CUP (per Dane County):

- Maximum occupancy at any time cannot exceed design capacity for septic system (2 people per bedroom under current code – owner would need to check with Environmental Health if the system is older).
- Adequate off street parking must be available to accommodate renters.
- Outdoor noise limits / “quiet times” should be established by the town.
- The CUP for “Transient and Tourist Lodging” requires the owner to acquire a “Short-Term Rental” license from Environmental Health.
- The state of Wisconsin only allows for rentals of a week or more, and for a minimum of 180 consecutive days/year.
- Town can seek the approval of all neighbors before agreeing to issue a CUP on this parcel.



Item 2:

James Slattery

Summary: James Slattery owns two parcels of land. He would like to take 2 acres from his 7.91 acres parcel to create new 2 acre parcel near the road. He would then combine the remaining acres from his two parcels into one 12.39 acre parcel, and then transfer the development rights from his 6.48 acres parcel to the new 2 acre parcel. He would start with two panels, and end with two parcels. He just resizing both parcels and moving the development right next to the road. The current easement to the 6.48 parcel will not support a driveway to followed the town plan guidelines. He is fixing what would be errors in the current parcels of land, and complying with the town plan.

Step 1. Ceate a new lot by rezoning 2 acres from the front (near Katzenbuechel Rd) of Parcel Number - 050/0907-332-9851-0 <https://accessdane.danecounty.gov/090733298510>, which is currently zoned RR-4 and is 7.910 acres. Parcel address is 8848 Katzenbuechel Rd. This newly created parcel would be zoned RR-2.

Step 2. He would then initiate a transfer of development rights (TDR) from Parcel Number - 050/0907-332-9500-4 <https://accessdane.danecounty.gov/090733295004>, which is currently zoned RR-4, and is 6.48 acres, to this newly created 2 acres parcel near the Katzenbuechel Rd.

Step 3. The 6.48 acres of Parcel Number - 050/0907-332-9500-4 would be joined with the remaining acreage from Parcel Number - 050/0907-332-9851-0 (after the 2 acre new parcel is created) to create a new single parcel that would be approximately (5.910 + 6.48) 12.39 acres and zoned RR-8.





Adjourn

H. Adam Steinberg
Planning Commission Chairperson
Town of Roxbury
608/695-5707