

**City of Verona  
Town of Verona  
Joint Planning Committee Meeting  
Verona Town Hall  
7669 County Highway PD  
August 31<sup>st</sup>, 2023 6:00pm  
[www.ci.verona.wi.us](http://www.ci.verona.wi.us)  
[www.town.verona.wi.us](http://www.town.verona.wi.us)**

**SPEAKING INSTRUCTIONS**

**Public comment:** The Chair will ask any members of the public in attendance if they wish to speak and on what agenda item at the beginning of the meeting, and to provide their name and address for the record.

1. Call Meeting to Order
2. Public Comment
3. Approval of minutes from Wednesday, January 18<sup>th</sup>, 2023
4. Discussion and Possible Action: Land Use Application 2023-01 submitted by Nathan Lockwood on behalf of Robert Bovy for a CSM and rezone for a parcel located at 7648 CTH M
5. Update and discussion relating to Planning and development in the City of Verona
6. Update and discussion relating to Planning and development in the Town of Verona
7. Adjournment

Luke Diaz, Mayor  
Mark Geller, Town Board Chair

Posted: Verona City Hall,  
Verona Town Hall,  
Miller's Market  
All agendas are posted on the City's website at: [www.ci.verona.wi.us](http://www.ci.verona.wi.us)  
and the Town's website at [www.town.verona.wi.us](http://www.town.verona.wi.us)

**Notice:** If you need an interpreter, materials in alternative formats, or other accommodation to access the meeting, please contact the Town Clerk at 608- 845-7187 at least 48-hours preceding the meeting. Every reasonable effort will be made to accommodate your request.

**City of Verona**  
**Town of Verona**  
**Joint Planning Committee Meeting Minutes**  
**Verona Town Hall**  
**Wednesday, January 18<sup>th</sup>, 2023 –6:30 P.M.**  
[www.ci.verona.wi.us](http://www.ci.verona.wi.us)  
[www.town.verona.wi.us](http://www.town.verona.wi.us)

Attendees: Committee - Chair Mark Geller, Sarah Slack, Mayor Luke Diaz, Chad Kemp, Rye Kimmet  
Staff – Adam Sayre (CoV); Sarah Gaskell (ToV)

1. Call Meeting to Order - Chair Geller called the meeting to order at 6:31pm
2. Public Comment - none
3. Approval of minutes from Wednesday June 22, 2022 meeting. Motion to approve by Diaz, second by Kemp; motion carried by voice vote.
4. Discussion and Possible Action: Land Use Application 2022-06 submitted by Nathan Lockwood on behalf of Marvin and Dixie Schwenn, for a CSM and rezone for a parcel located at 7562 CTH PD, Verona WI 53593

The applicant is seeking approval for a CSM and rezone. Currently zoned AT-35, the newly created 3.1-acre parcel would be rezoned to RR-2. The remaining 122.9 acres would remain in metes and bounds and the AT-35 zoning category. The TOV Plan Commission and Town Board both approved the CSM and rezone with the condition of subsequent JPC approval.

Geller made a motion to approve; second by Kimmet. Motion carried by voice vote.

5. Update and discussion relating to Planning and Development in the City of Verona
  - a. Annexation parcels before the city – Dreger, West Madison Bible Church and former Gust property on CTH M
6. Update and discussion relating to Planning and Development in the Town of Verona
7. Adjournment – motion to adjourn by Geller, second by Diaz, motion carried by voice vote
8. Meeting adjourned at 6:40pm

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**D'ONOFRIO KOTTKE AND ASSOCIATES, INC.**

7530 Westward Way, Madison, WI 53717 • Phone: 608.833.7530 • www.donofrio.cc

Date: May 18, 2023  
To: Town of Verona  
Attn: Sarah  
Hand Deliver  
Re: Bovy Rezone – 7648 County Highway PD

Enclosed you will find the following related information:

- Land Use App

- Legal Description

- Location Map

- Preliminary CSM

  1   Number of copies

- For your approval and/or comment.
- Per your request.
- With our approval, as noted thereon.
- For your information.
- Preliminary only
- Revised copy

Please note the following additional remarks:

CC: Bob Bovy

Sincerely yours,  
D'Onofrio, Kottke and Associates, Inc.



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Nathan Lockwood, P.E.

FN: 23-05-101

2023-01

**TOWN OF VERONA  
APPLICATION FOR LAND USE CHANGE**

Please review the Town of Verona Comprehensive Land Use Plan and Subdivision and Development Ordinance 05-04 (found on the Town website: ([www.town.verona.wi.us](http://www.town.verona.wi.us)) and Dane County Ordinances Chapter 10 – Zoning, Chapter 11 – Shoreland, Shoreland-Wetland and Inland-Wetland Regulations, and Chapter 75 – Land Division and Subdivision Regulations prior to application. A pre-application meeting or initial review should be scheduled with Town Staff and/or Plan Commission Chair if you have any questions or concerns and to determine the fees associated with the application.

**Proposed land use change for** (property address/legal description): Lot 1 CSM 12942  
7648 County Highway PD, Verona, WI 53593

Please check all that apply:

- comprehensive plan amendment – please see specific submittal requirement
- rezone petition
  - current zoning category RR-4
  - new zoning category RR-8
- conditional use permit
  - conditional use requested \_\_\_\_\_
- certified survey map
- preliminary plat
- final certified survey map
- concept plan
- site plan
- request for Town road access

Property Owner Phone 608-845-7191

Address 7648 County Highway PD, Verona 53593 E-Mail krbovy@chorus.net

Applicant, if different from the property owner D'Onofrio Kottke & Assoc. - Nathan Lockwood

Applicant's Phone 608-206-6873 E-mail nlockwood@donofrio.cc

If the applicant is different from property owner, please sign below to allow the agent to act on behalf of property owner.

I hereby authorize Nathan Lockwood  
to act as my agent in the application process for the above indicated land use change.

X Robert W. Booy Signature Date 5/17/23

**Description of Land Use Change requested:** (use reverse side if additional space is needed)  
Add existing barn and structures to existing 8 acre residential parcel to sell balance of agricultural parcel.

I certify that all information is true and correct. I understand that failure to provide all required information and any related fees will be grounds for denial of my request.

Nathan Lockwood Applicant Signature Date 5/17/23

Print Name NATHAN LOCKWOOD

**RETURN COMPLETED APPLICATION TO MAP/PLAN AND ANY OTHER INFORMATION VIA EMAIL TO:**  
Sarah Gaskell, Administrator, Town of Verona  
7669 County Highway PD, Verona, WI 53593  
[sgaskell@town.verona.wi.us](mailto:sgaskell@town.verona.wi.us)  
(608) 845-7187

**OFFICE USE ONLY**  
Application # 2023-01  
Fee \$650  
Paid by D'Onofrio Kottke  
Date 5-18-23 Check # \_\_\_\_\_  
Receipt # \_\_\_\_\_

County # 11963

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### **Rezone Legal Description – Bovy**

All of Lot 1 Certified Survey Map (CSM) 12942 and Part of the SW 1/4 of the NW 1/4 of Section 8; Township 6 North, Range 8 East, Town of Verona, Dane County, Wisconsin, containing 401,439 square feet (9.2158 acres).

Commencing at the Northwest Corner of said Section 8; thence along the West line of the Northwest 1/4 of said Section 8, S00°27'37"W, 992.66 feet to the North line of Lot 1 of said CSM 12942 being the POINT OF BEGINNING; thence along said North line, S88°52'33"E, 238.71 feet to the Northeast corner of said Lot 1; thence along the East line of said Lot 1, S11°17'53"E, 169.96 feet; thence continuing along said East line, S07°01'03"W, 297.12 feet; thence N82°19'48"E, 222.49 feet; thence S11°23'51"E, 112.20 feet; thence S69°46'41"W, 95.15 feet; thence S44°47'36"W, 47.47 feet; thence S12°36'05"E, 309.99 feet; thence S24°45'06"E, 129.06 feet to the centerline of CTH PD; thence along said centerline, S71°58'32"W, 39.59 feet; thence N10°28'53"W, 40.35 feet to the North right-of-way line of CTH PD; thence along said North right-of-way line, S71°58'32"W, 490.56 feet to the Southwest corner of said Lot 1; thence along the West line of said Lot 1, N01°07'27"E, 1157.65 feet to the Northwest corner of said Lot 1; thence along the North line of said Lot 1, S88°52'33"E, 11.50 feet to the POINT OF BEGINNING.

## Sarah Gaskell

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**From:** Nathan Lockwood <nlockwood@donofrio.cc>  
**Sent:** Friday, June 30, 2023 10:14 AM  
**To:** krbovy@chorus.net; Sarah Gaskell  
**Subject:** Re: RM8 Zoning

**CAUTION: This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Sarah - I am officially requesting, as Bob Bovy's agent and as applicant, that we revise the proposed zoning application to RM 8.

Thank you  
Nathan Lockwood

Sent from Outlook....please excuse typos.  
Nathan

# Planning Report

Town of Verona

June 26<sup>th</sup>, 2023

**7648 County Highway PD**

**062/0608-082-9115-0**

**Summary:** The property owner is applying for a CSM and rezone to create a 9.184-acre parcel and subsequent rezone from RR-4 to **RM-8**. The remainder of the adjacent parcel will remain in metes and bounds with no change to the zoning

**Property Owner:** Robert Bovy

**Property Address:** 7648 CTH PD  
Verona WI 53593

**Applicant:** Nathan Lockwood  
D'Onofrio Kottke & Associates  
7530 Westward Way  
Madison WI 53717

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## Location Map





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**Comprehensive Plan Guidance:**

Land is currently zoned RR-4 and is shown as RR 2-4 on the Future Land Use Map from the Comprehensive Plan. A rezone from RR-4 to RM-8 would not change the use of the parcel as the RM-8 designation would encompass the existing residence and accessory buildings and allow for the current agricultural uses to remain intact. The remainder of the parcel would remain in metes and bounds and AT-35. The rezone would allow the applicant to sell the larger portion of the parcel, separate from the residence.

**Current and Proposed Zoning:** The current zoning is RR-4. The new zoning would be RM-8.

**Extra-territorial Review/Boundary Agreement Authority:** Joint Committee provisions for review apply to “land remaining in the Town and located in Areas A, B, and D.” This parcel is in Area B and will be subject to review/approval of the JPC.

**Surrounding Land Use and Zoning:** The property is adjacent to institutional parcels where the Goodman Facility is located (west) and farm/agriculture uses on the north and east side. The parcel is currently farmed and no changes are expected in that use.

**Site Features:** None of significance.

**Driveway Access:** Access to the site is provide via existing driveway off of PD and will not change.

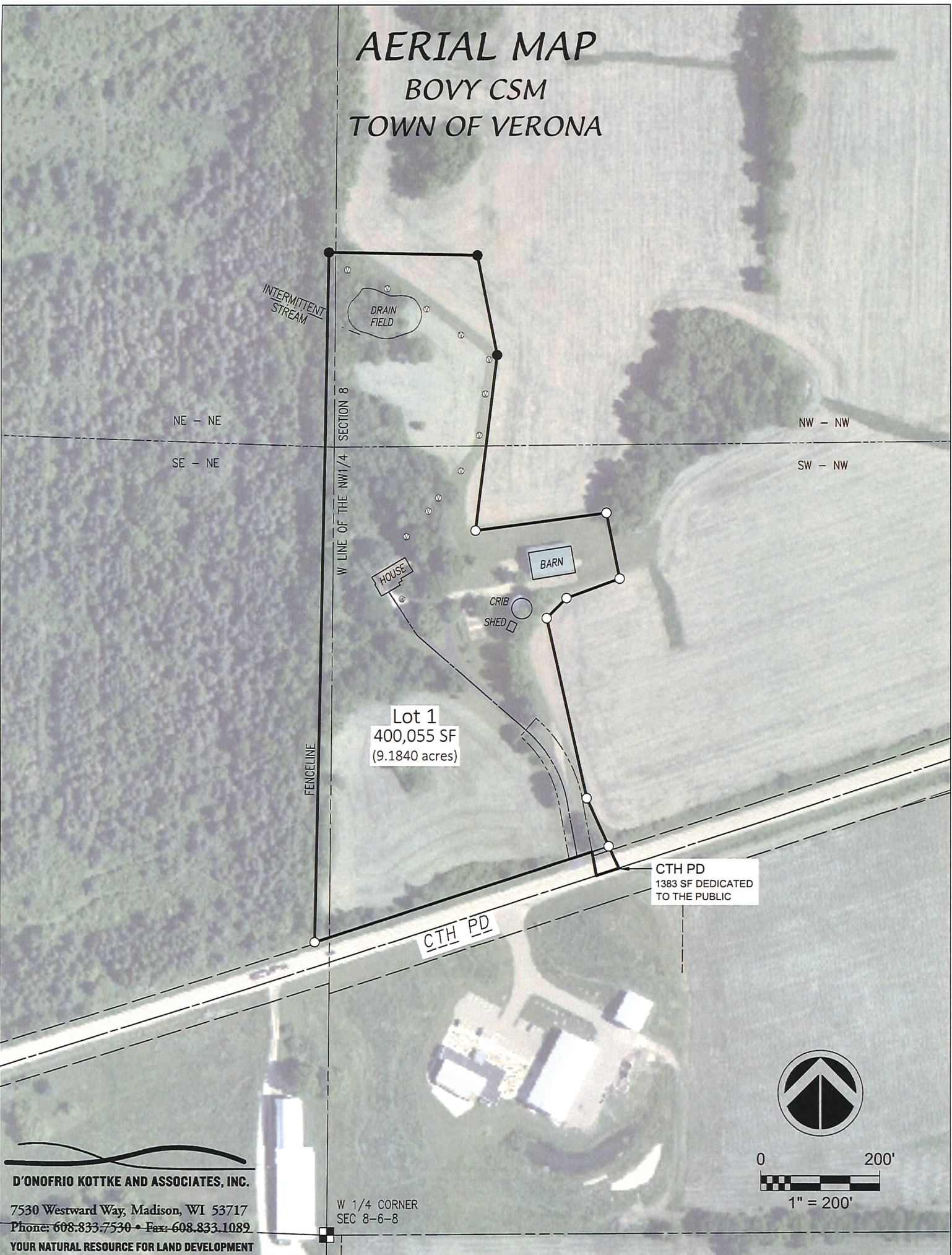
**Staff Comments:** The Plan Commission reviewed this proposal at their May meeting and recommended approval of the CSM and the zoning change from RR-4 to RR-8. The applicant has since requested that the proposed zoning be changed to RM-8. This would also for the current uses of the barn to continue - such as seasonal storage of vehicles and agricultural use. The Town Board discussed the application at their July 5th 2023 meeting and approved the CSM and rezone (RM-8) subject to the following conditions:

- a. Creation of a new access easement agreement
- b. Recordation of CSM with the County
- c. Approval of the CSM and rezone by the Joint City/Town Planning Committee

# AERIAL MAP

## BOVY CSM

### TOWN OF VERONA



Lot 1  
400,055 SF  
(9.1840 acres)

CTH PD  
1383 SF DEDICATED  
TO THE PUBLIC

CTH PD

FENCELINE

W LINE OF THE NW 1/4 SECTION 8

INTERMITTENT  
STREAM

HOUSE

BARN

CRIB  
SHED

NE - NE

NW - NW

SE - NE

SW - NW

W 1/4 CORNER  
SEC 8-6-8

**D'ONOFRIO KOTTKE AND ASSOCIATES, INC.**

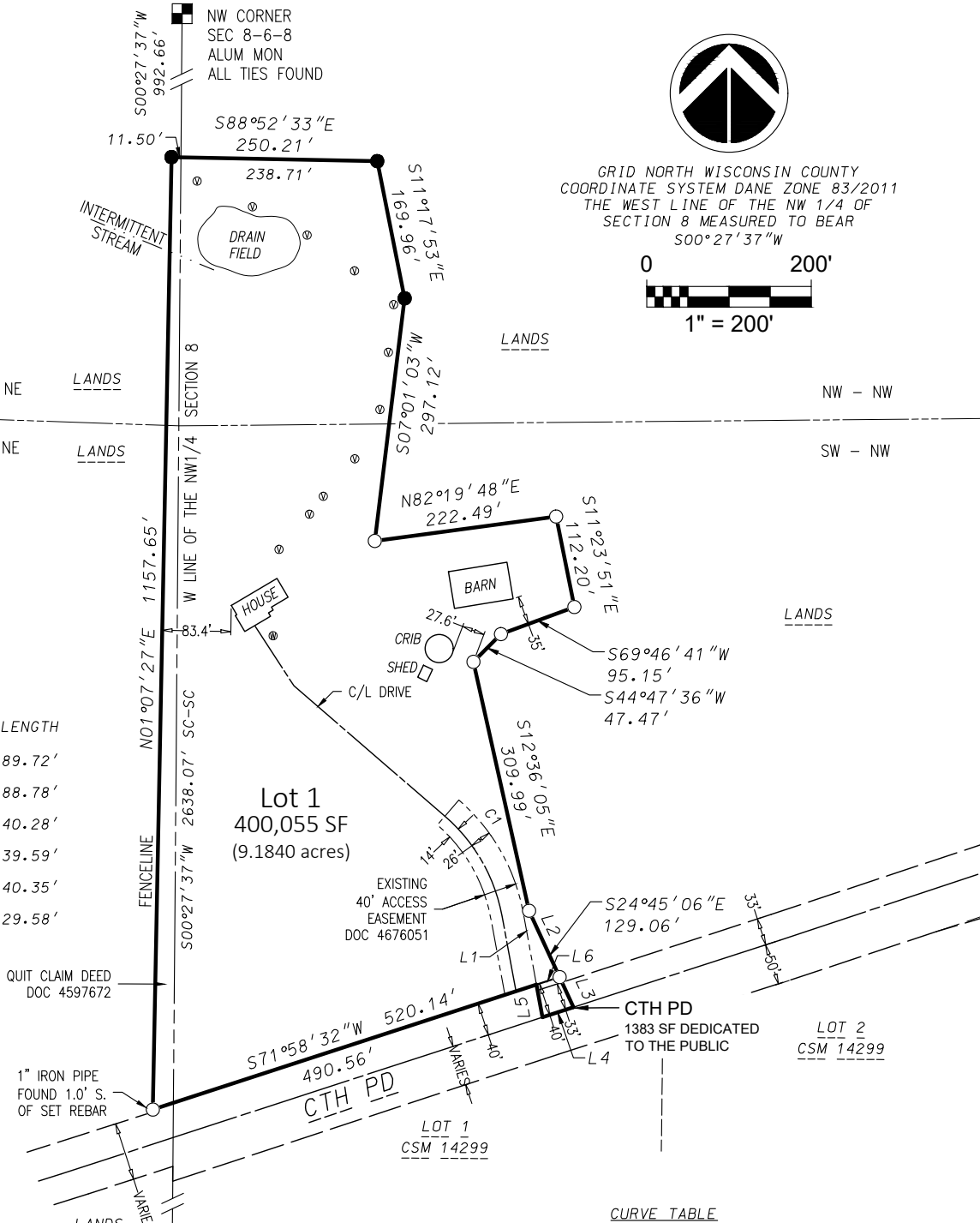
7530 Westward Way, Madison, WI 53717  
Phone: 608.833.7530 • Fax: 608.833.1089

YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT



# CERTIFIED SURVEY MAP

ALL OF LOT 1 OF CERTIFIED SURVEY MAP 12942 AND PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 8; TOWNSHIP 6 NORTH, RANGE 8 EAST, TOWN OF VERONA, DANE COUNTY, WISCONSIN



**LINE TABLE**

LINE#	DIRECTION	LENGTH
L1	N10°28'53"W	89.72'
L2	S24°45'06"E	88.78'
L3	S24°45'06"E	40.28'
L4	S71°58'32"W	39.59'
L5	N10°28'53"W	40.35'
L6	N71°58'32"E	29.58'

**CURVE TABLE**

CURVE NO.	ARC LENGTH	CURVE RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH
C1	159.96'	236.71'	38°43'10"	N29°50'28"W	156.94'

**NOTES:**

1. CTH PD is a controlled access highway. No access to be designated across the frontage of CTH PD except in the area of the existing access to Lot 1.
2. Monument and ties for the Northwest corner of Section 8, T6N, R8E were found intact as shown on Chris Adams tie sheet dated May 16, 2016.
3. Monument and ties for the West 1/4 of Section 8, T6N, R8E were found intact as shown on Chris Adams tie sheet dated May 4, 2016.



**LEGEND**

- DANE COUNTY PLSS MONUMENT
- 3/4" REBAR FOUND
- 3/4"x18" REBAR@1.50#/LF SET
- ( ) RECORDED AS
- ⊙ SEPTIC VENT PIPE
- ⊕ WELL

**D'ONOFRIO KOTTKE AND ASSOCIATES, INC.**

7530 Westward Way, Madison, WI 53717  
Phone: 608.833.7530 • Fax: 608.833.1089

**YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT**

**OWNER/SUBDIVIDER:**  
ROBERT W. BOVY  
7648 COUNTY HIGHWAY PD  
VERONA, WI 53593

DATE: May 17, 2023

F.N.: 23-05-101

C.S.M. NO. \_\_\_\_\_

DOC. NO. \_\_\_\_\_

VOL. \_\_\_\_\_ SHEET \_\_\_\_\_

SHEET: 1 OF 3

# CERTIFIED SURVEY MAP

ALL OF LOT 1 OF CERTIFIED SURVEY MAP 12942 AND PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 8; TOWNSHIP 6 NORTH, RANGE 8 EAST, TOWN OF VERONA, DANE COUNTY, WISCONSIN

## SURVEYOR'S CERTIFICATE

I, William F. Kottler, Professional Land Surveyor, S-2348, do hereby certify that this survey is in full compliance with Chapter 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the Town of Verona, Dane County, Wisconsin and under the direction of the owner(s) listed below, I have surveyed, divided and mapped the land described herein and that said map is a correct representation of the exterior boundaries of the land surveyed and the division thereof. and that this land is located in

All of Lot 1 Certified Survey Map (CSM) 12942 and Part of the SW 1/4 of the NW 1/4 of Section 8; Township 6 North, Range 8 East, Town of Verona, Dane County, Wisconsin, containing 401,439 square feet (9.2158 acres).

Commencing at the Northwest Corner of said Section 8; thence along the West line of the Northwest 1/4 of said Section 8, S00°27'37"W, 992.66 feet to the North line of Lot 1 of said CSM 12942 being the POINT OF BEGINNING; thence along said North line, S88°52'33"E, 238.71 feet to the Northeast corner of said Lot 1; thence along the East line of said Lot 1, S11°17'53"E, 169.96 feet; thence continuing along said East line, S07°01'03"W, 297.12 feet; thence N82°19'48"E, 222.49 feet; thence S11°23'51"E, 112.20 feet; thence S69°46'41"W, 95.15 feet; thence S44°47'36"W, 47.47 feet; thence S12°36'05"E, 309.99 feet; thence S24°45'06"E, 129.06 feet to the centerline of CTH PD; thence along said centerline, S71°58'32"W, 39.59 feet; thence N10°28'53"W, 40.35 feet to the North right-of-way line of CTH PD; thence along said North right-of-way line, S71°58'32"W, 490.56 feet to the Southwest corner of said Lot 1; thence along the West line of said Lot 1, N01°07'27"E, 1157.65 feet to the Northwest corner of said Lot 1; thence along the North line of said Lot 1, S88°52'33"E, 11.50 feet to the POINT OF BEGINNING.

Dated this 17th day of May, 2023.

  
William F. Kottler, Professional Land Surveyor, S-2348



## OWNER'S CERTIFICATE

As owner(s), we hereby certify that we caused the land described on this certified survey map to be surveyed, divided, and mapped, and dedicated as represented on this map.

We also certify that this map is required by s236.10 or s236.12 Wisconsin Statutes and S. 75.17 (1)(a), Dane County Code of Ordinances to be submitted to the Town of Verona and the Dane County Zoning and Land Regulation Committee for approval.

WITNESS the hand and seal of said owner(s) Robert W. Bovy

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Robert W. Bovy, owner

STATE OF WISCONSIN )  
COUNTY OF DANE )S.S.

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named person(s) to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_. My commission expires:\_\_\_\_\_.  
Notary Public, Dane County, Wisconsin

  
**D'ONOFRIO KOTTKE AND ASSOCIATES, INC.**  
7530 Westward Way, Madison, WI 53717  
Phone: 608.833.7530 • Fax: 608.833.1089  
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

OWNER/SUBDIVIDER:  
ROBERT W. BOVY  
7648 COUNTY HIGHWAY PD  
VERONA, WI 53593

DATE: May 17, 2023  
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C.S.M. NO. \_\_\_\_\_  
DOC. NO. \_\_\_\_\_  
VOL. \_\_\_\_\_ SHEET \_\_\_\_\_

# CERTIFIED SURVEY MAP

ALL OF LOT 1 OF CERTIFIED SURVEY MAP 12942 AND PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 8; TOWNSHIP 6 NORTH, RANGE 8 EAST, TOWN OF VERONA, DANE COUNTY, WISCONSIN

## TOWN OF VERONA APPROVAL

This Certified Survey Map and the public roadway dedication herein is hereby acknowledged and accepted by the Town of Verona for recording,

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Teresa Withee  
Town of Verona Clerk

## CITY OF VERONA CERTIFICATE (EXTRATERRITORIAL REVIEW)

Approved for recording by Common Council action on \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Holly Licht, City of Verona Clerk

## DANE COUNTY CERTIFICATE

Approved for recording by the Dane County Zoning and Land Regulation Committee

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Daniel Everson, Authorized Representative

## REGISTER OF DEEDS CERTIFICATE

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_ M.

and recorded in Volume \_\_\_\_\_ of Certified Survey Maps

on Pages \_\_\_\_\_ as Document Number \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski, Dane County Register of Deeds



  
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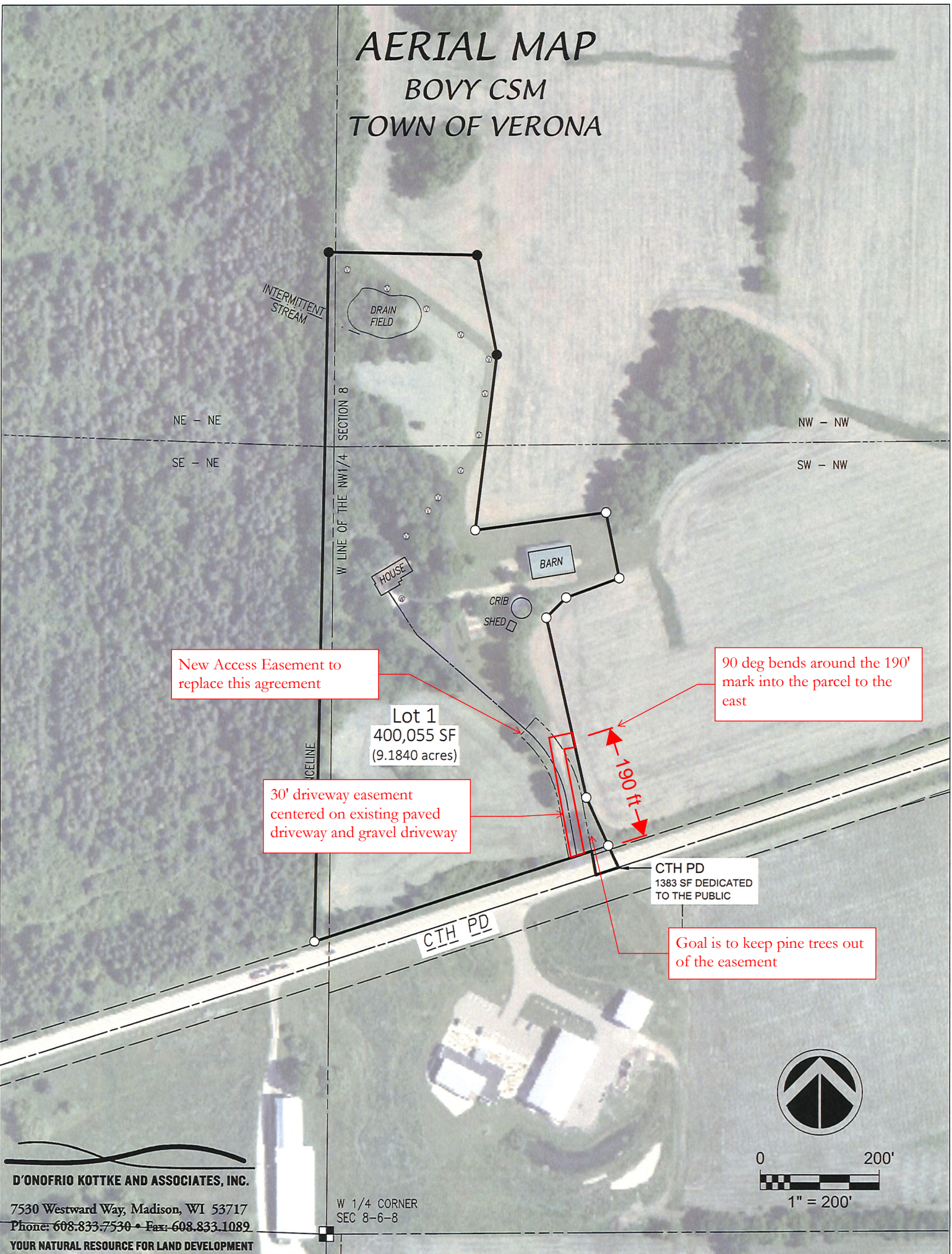
VOL. \_\_\_\_\_ SHEET \_\_\_\_\_

SHEET: 3 OF 3

# AERIAL MAP

## BOVY CSM

### TOWN OF VERONA

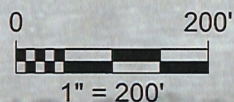


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YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

W 1/4 CORNER  
 SEC 8-6-8



# RM-8 (Rural Mixed Use, 8-16 Acres) Zoning District

Zoning district for agricultural and other rural uses – CH. 10-Zoning, [Section 10.233](#)

## **Permitted Uses 10.233(2)**

- Agricultural uses
- Agricultural accessory Uses (except those listed as conditional uses below)
- Agricultural entertainment under 10 days/year
- Agricultural accessory buildings
- Farm related exhibitions, up to 5 days/year
- Single family residential – one per parcel
- Residential accessory structures
- Seasonal storage of recreational equipment and motor vehicles (not owner's or occupant's) in existing buildings
- Undeveloped natural resources and open space areas
- Home occupations
- Utility services
- Incidental room rental
- Community living arrangements for fewer than 9 persons
- Foster homes for less than five children
- Utility services associated with a permitted use
- Transportation, utility or communication uses required by law

## **Conditional Uses 10.233(3)**

- Agricultural entertainment activities occurring 10 days/year or more
- Attached accessory dwelling units
- Cemeteries
- Community living arrangements for 9 or more persons
- Domestic pet animal boarding
- Electric generating facilities that use renewable energy
- Farm related exhibitions, sales or events exceeding 5 days a year
- Governmental, institutional, religious, or nonprofit community uses
- Large animal boarding
- Limited family business
- Limited farm business
- Migrant farm labor camps certified under s. 103.92, Wis. Stats.
- Property maintenance sheds (600 sq. ft. or less)
- Recreational racetracks
- Sanitary facilities in agricultural accessory buildings
- Tourist or transient lodging
- Veterinary clinics
- Transportation, communications, pipeline, electric transmission, utility, or drainage uses, not required by law

## **Setbacks and Height requirements for Structures 10.233(5-6)**

### **Front setback for all structures from Highway centerline / right-of-way line (whichever is greater)**

State or Federal Highway: 100/42 feet minimum  
County Highway: 75/42 feet minimum  
Town Road: 63/30 feet minimum  
Subdivision streets platted prior to ordinance: 20 feet minimum  
All other streets: 30 feet minimum from right-of-way

### **Maximum Height:**

Residences: 2½ stories or 35 feet maximum  
Accessory buildings: 35 feet maximum  
Agricultural buildings: No height requirement

### **Residences:**

**Side yard:** 25 feet total, with no single side less than 10 feet minimum

**Rear yard:** 50 feet minimum

Uncovered decks/porches: 38 feet minimum

### **Rear and side yards:**

**Not housing livestock:** 10-feet

### **Housing livestock:**

100 feet from Residential or Hamlet zoning districts  
50 feet from Rural Residential zoning districts  
10 feet from all other zoning districts

## **Lot Area and Width 10.233(4)**

**Minimum:** 8 acres  
**Maximum:** 16 acres

**Minimum lot width:** 100 feet

## **Lot Coverage 10.233(7)**

**All buildings and structures:** 10% of lot

## **RM-8 (Rural Mixed Use, 8-16 Acres) Zoning District**

Zoning district for agricultural and other rural uses – CH. 10-Zoning, [Section 10.233](#)

### **Accessory Buildings Requirements 10.102(2)(a)**

Any number of detached accessory buildings associated with a permitted or conditional residential use is permitted, provided that the following conditions are met:

- Except for agricultural accessory buildings, or property maintenance sheds approved by conditional use permit, a principal building must exist or be under construction prior to the construction of an accessory building.
- Except as allowed under an approved CUP, sanitary fixtures are prohibited in accessory buildings.
- No living spaces are allowed in accessory buildings.

**NOTE:** A Zoning Permit is required for every building larger than 120 square feet in size. Zoning Permits are not required for accessory buildings equal to or less than 120 square feet on non-permanent foundations, provided they meet setback, height, and lot coverage requirements.

### **Livestock 10.004(85); 10.233(2)**

- There is no numerical limit on the number of livestock. However, all livestock use must comply with a farm soil and water conservation plan meeting the standards of NR 151, Wisconsin Administrative Code and approved by the Department of Land and Water Resources.

### **Incidental Room Rental 10.004(72)**

Rental or leasing of rooms within a single-family residence is permitted provided all of the following are met:

- ✓ All rooms offered for rent are within, and share a main building entrance, the landowner's primary residence
- ✓ No more than two bedrooms are offered for rent
- ✓ One off-street parking space is provided for each rental room.

### **Limited Family Business 10.004(83)**

A small family-run commercial operation, accessory to a permitted principle use, that takes place entirely within an accessory building. All employees, except up to one or one full-time equivalent, must be a member of the family residing on the premises.