



CONDITIONAL USE PERMIT APPLICATION

Part I. General Information

Applicant information:

Person's Name(s): Lake Wisconsin Retreat

Firm Name (if any): Everlight Holdings LLC

Relationship (check one): Owner Tenant Prospective Owner/Tenant Representing: _____

Mailing Address: PO Box 930550 City: Verona State: WI Zip: 53593

Office/Home Phone: 608-218-5400 Mobile Phone: _____

E-mail: info@outdooradventures.life

Property owner information:

Person's Name(s): Darren & Emily Lins

Ownership (check one): Individual Trust Partnership Corporation/LLC Other: _____

Mailing Address: S9152 Dam Heights Rd. City: Prairie du Sac State: WI Zip: 53578

Office/Home Phone: 608-963-0727 Mobile Phone: _____

E-mail: darrenemilylins@gmail.com

Parcel number or legal description of subject property:

028-0555-30000 & 028-0555040000

S 25-10-6 Prt Frac 3 Com 761' E Of Swcor-N10?30'E 175'-E230' -N14?40'E 908.8'-E To River- Sw Alg Riv To 1/8Li-W To Pob Exc Platted Area & Exc S69.4' W Of Plat Area 4.51A M/L

S9152 Dam Heights Rd., Prairie du Sac, W 53578

Address or street boundaries of subject property:

Current and proposed use of subject property (check all applicable uses, and whether each is a current use, proposed use, or both):

- single family residential (current use proposed use)
- two family residential (current use proposed use)
- multiple family residential (3+ unit building) (current use proposed use)
- mixed commercial/residential building(s) (current use proposed use)
- office/research (current use proposed use)
- retail/commercial services (current use proposed use)
- manufacturing/warehousing/contractor (current use proposed use)
- institutional use (current use proposed use)
- park or open space use (current use proposed use)
- other use: Tourist Rooming House (current use proposed use)

Summary of proposed project (attach pages as necessary):

Tourist Rooming House



Part II. Application Submittal Requirements

Along with this application, please submit a non-refundable conditional use permit application fee of \$275. Also, please submit one digital copy in an easily reproducible format (e.g., PDF) of all materials that are required to make a complete application. The Village Administrator may also require hard copies after you provide a digital copy. Except as the Village Administrator may otherwise allow, each complete application must include the following information:

- A map of the subject property showing all lands for which the conditional use permit is proposed, and all other lands within 300 feet of the boundaries of the subject property, together with the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds (unless waived by the Village Administrator). All lot dimensions of the subject property, a graphic scale, and a north arrow shall be provided.
- A written description of the proposed conditional use describing the type, duration, and density of activities, buildings, and structures proposed for the subject property and their general locations, along the reasons why the applicant believes the proposed conditional use is appropriate.
- A site plan of the subject property if proposed for development, conforming to all applicable requirements of Section 10-1-1307(c). If the conditional use will make use of existing site improvements, a site plan need only be of sufficient detail to confirm the portion of the site used by the conditional use.
- If the proposed conditional use is a "Large Retail and Commercial Service Development" as defined in Section 10-1-0302(p), all additional information required under Section 10-1-0605.
- Any of following additional information requested by the Zoning Administrator or Plan Commission:
 - Operational details that may affect municipal services such as average and peak utility usage, and average and peak traffic generation.
 - Operational details pertaining to potential nuisances such as hours of operation, outdoor storage, vibration, noise, air pollution, odor, glare, heat, fire and explosion, toxic and noxious materials, and hazardous materials as they relate to the performance standards of Article 8 of the zoning ordinance.
 - Details relating to exterior building, fence materials, lighting, or other improvements.
 - Possible future building and/or parking lot expansions.
 - Certified Survey Map of the property in cases where lot lines and public easements are unclear or require adjustment.
 - Any other information pertinent to adequate understanding of the intended use and its relationship to nearby properties, the Comprehensive Plan, and the conditional use permit review criteria in Part III.



Part III. Comparison of Proposed Conditional Use Permit with Required Review Criteria (to be completed below or on an attached sheet)

- 1. Is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the Sauk Prairie Comprehensive Plan; the Village zoning ordinance; and any other plan or ordinance adopted or under consideration? Explain how, or why not. (Consult with Village Administrator as necessary on applicable plans.)

This home will be the classic Tourist Rooming House simple and standard

- 2. Will the proposed conditional use in this location, result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, the natural environment, traffic, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed? Explain how, or why not.

We will maintain the property in peak condition to attract top clientel

- 3. Will the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property? How?

This home will host small groups or families for short stints of relaxation and recreation

Very much the same as it has been used by other family's

- 4. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property? Explain how this has been evaluated.

The size of the groups/families will be tightly controlled to protect the facility.

- 5. What are the public benefits of this proposal? Do the potential public benefits of the proposed conditional use outweigh potential adverse impacts of the proposed conditional use?

Taxes will be collected on renting. The house will be extreemly well cared for to attract

customers. The high end customers will most likely spend much money in the village.



Part IV. Reimbursement for Development Review Services

The Village Planner, Village Engineer, Public Works Director, Village Attorney, and other Village staff and consultants may expend time in the administration, investigation, and processing of development review applications. In addition, the Village may retain the services of other professional consultants—including but not limited to landscape architects, architects, environmental specialists, and recreation specialists—in the investigation and processing of such applications.

Reinforcing the requirements of Section 10-1-1318(d) of the Village zoning ordinance, the signing and submittal of this application or petition for development review shall be construed as an agreement to pay for professional consulting services associated with the administration, investigation, and processing of this application or petition. The Village Administrator shall retain sole discretion in determining when and to what extent it is necessary to involve one or more professional consultants in the review of each application or petition.

The Applicant shall be responsible for the costs for such professional consulting services. The Applicant shall pay such costs upon receipt of one or more invoices from the Village, following the execution of the development review services associated with the application. In the event the Applicant fails to pay such costs, the responsibility shall pass to the property owner, if different, under the same terms. Development review fees that are assigned to the Applicant or property owner, but that are not actually paid, may then be imposed by the Village as a special charge on the affected property.

Part V. Signatures

By signing and dating below, I/We:


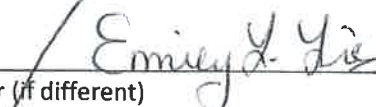
1. Reviewed and understand the Village of Prairie du Sac zoning ordinance and its standards of approval related to this application;
2. Read, understand, and accept my/our responsibilities under the reimbursement section above;
3. Submitted an application that is true, correct, and complete to the best of my/our knowledge;
4. Acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the subject property to inspect or gather information necessary to process this application;
5. Understand that all meeting dates are tentative and may be postponed by the Village for the reason of incomplete submittals or other administrative reasons;
6. If this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval in the development of the subject property; and
7. Understand that the Village’s zoning ordinance and/or the conditions of development approval may specify timeframes within which I/we must take certain actions related to the development of the subject property, or risk having the approval being nullified.



Signature of Applicant

1/9/2024

Date

 / 

Signature of Property Owner (if different)

1/9/2024

Date



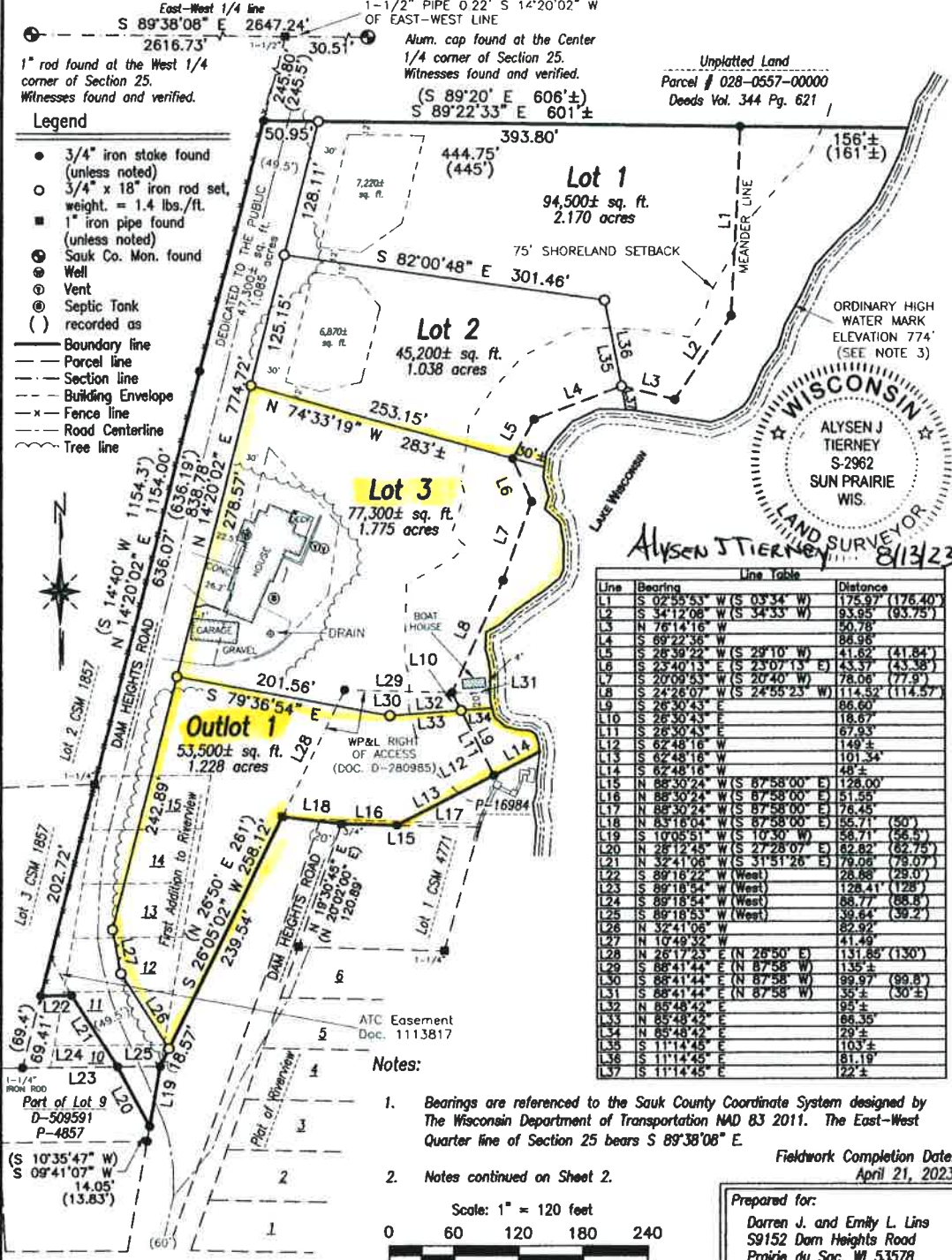
Parcel Address or ID #: 028-0555-30000 & 028-0555040000

Part VI. Record of Administrative Procedures (to be completed by Village)

- Verification that subject property within (check one): Village [] Town [X] (Extraterritorial Jurisdiction)
Pre-application conference with Village Administrator or designee (optional)
Date of conference: Participants:
Pre-application conference with Village Plan Commission or Joint ET Committee (optional)
Date of Conference:
Application and required plans filed with Village
Date filed: 1/11/2024
Name of Village staff person who accepted application: A. Wildman
Application fee of \$275 received by Village (non-refundable)
Date received: 1/11/24
Name of Village staff person who accepted fee: Laurie Helt
Application and submitted plans verified as being complete
Date verified: 01/15/2024
Name of Village staff person who verified application as complete: M. Roffers
Notice of public hearing sent to owners within 300 feet, muni clerks within 1,000 feet, & newspaper
Date sent to nearby land owners and clerks:
Date of first publishing in community newspaper: 01/25/2024
Date of second publishing in community newspaper: 02/01/2024
Village Plan Commission or Joint ET Committee public hearing
Meeting date: 02/05/2024 (to be held within 45 days of complete application)
Village Plan Commission or Joint ET Committee action taken
Meeting date: (within 60 days after public hearing, or per extension)
Action (circle one): Approval as presented Approval with conditions Denial
Applicant notified of Village Plan Commission or Joint ET Committee action
Date:
Name of Village staff person who notified Applicant:
Village Administrator records conditional use permit with Register of Deeds

DOCUMENT #: 1254021
 Recorded: 09-15-2023 at 9:00 AM
 BRENT BAILEY
 SAUK COUNTY REGISTER OF DEEDS
 REGISTRAR'S OFFICE
 Sauk Co, WI
 RECEIVED FOR RECORD
 Fee Amount: \$30.00

SAUK COUNTY CERTIFIED SURVEY MAP NUMBER **7345**
 Part of Government Lot 3, Section 25,
 Township 10 North, Range 6 East, Town of Prairie du Sac, Sauk County, Wisconsin.

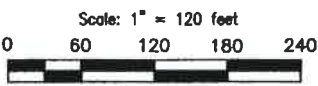


Line	Bearing	Distance
L1	S 02°55'53" W (S 03°34' W)	175.97' (176.40')
L2	S 34°12'08" W (S 34°33' W)	93.95' (93.75')
L3	N 76°14'16" W	50.78'
L4	S 69°22'36" W	86.96'
L5	S 26°39'22" W (S 29°10' W)	41.82' (41.84')
L6	S 23°40'13" E (S 23°07'13" E)	43.37' (43.38')
L7	S 20°09'53" W (S 20°40' W)	78.06' (77.9')
L8	S 24°28'07" W (S 24°55'23" W)	114.52' (114.57')
L9	S 26°50'43" W	86.60'
L10	S 26°50'43" W	18.67'
L11	S 26°50'43" E	67.93'
L12	S 62°48'16" W	149 ±
L13	S 62°48'16" W	101.34 ±
L14	S 62°48'16" W	48 ±
L15	N 88°30'24" W (S 87°58'00" E)	128.00'
L16	N 88°30'24" W (S 87°58'00" E)	51.55'
L17	N 88°30'24" W (S 87°58'00" E)	76.45'
L18	N 83°16'04" W (S 87°58'00" E)	55.71' (50')
L19	S 10°05'51" W (S 10°30' W)	58.71' (58.5')
L20	N 28°12'45" W (S 27°28'07" E)	62.82' (62.75')
L21	N 32°41'06" W (S 31°51'26" E)	79.06' (79.07')
L22	S 89°18'54" W (West)	128.41' (128.3')
L23	S 89°18'54" W (West)	128.41' (128.3')
L24	S 89°18'54" W (West)	88.77' (88.8')
L25	S 89°18'53" W (West)	39.84' (39.2')
L26	N 32°41'06" W	82.92'
L27	N 10°49'32" W	41.49'
L28	N 26°17'23" E (N 26°50' E)	131.85' (130')
L29	S 88°41'44" E (N 87°58' W)	135 ±
L30	S 88°41'44" E (N 87°58' W)	99.97' (99.8')
L31	S 88°41'44" E (N 87°58' W)	35 ± (30 ±)
L32	N 85°48'42" E	95 ±
L33	N 85°48'42" E	86.35'
L34	N 85°48'42" E	29 ±
L35	S 11°14'45" E	103 ±
L36	S 11°14'45" E	61.19'
L37	S 11°14'45" E	22 ±

Notes:

- Bearings are referenced to the Sauk County Coordinate System designed by The Wisconsin Department of Transportation NAD 83 2011. The East-West Quarter line of Section 25 bears S 89°38'08" E.
- Notes continued on Sheet 2.

Fieldwork Completion Date: April 21, 2023



Prepared for:
 Darren J. and Emily L. Lins
 S9152 Dam Heights Road
 Prairie du Sac, WI 53578

UNITED GRADING AND SURVEYING, LLC
 6522 County Road C
 Sun Prairie, WI 53590
 (608) 228-5027
 ALYSEN TIERNEY, PLS



Received for record this 16th day of Sept. 2023 at 9:00 M. and recorded in volume 47 of Certified Surveys on page 7345
 Register of Deeds
 CSM number 7345
 Document number 1254021

Sheet 1 of 4

SAUK COUNTY CERTIFIED SURVEY MAP NUMBER 7345

Part of Government Lot 3, Section 25,
Township 10 North, Range 6 East, Town of Prairie du Sac, Sauk County, Wisconsin.

SURVEYOR'S CERTIFICATE

I, **ALYSEN J TIERNEY**, Professional Land Surveyor, do hereby certify that by the order of Darren J. and Emily L. Lins, I have surveyed, monumented, divided and mapped part of Government Lot 3, Section Twenty-Five (25), Township Ten (10) North, Range Six (6) East, Town of Prairie du Sac, Sauk County, Wisconsin. More fully described as follows:

Commencing at the West quarter corner of Section 25, thence Easterly along the East-West line of the Southwest Quarter, Section 25, S 89°38'08" E, 2616.73 feet; thence S 14°20'02" W, 245.80 feet to the Point of Beginning; thence S 89°22'33" E, 444.75 feet, to a point on a meander line that is N 89°22'33" W, 156 feet more or less from the water's edge of Lake Wisconsin; thence along said meander line, S 02°55'53" W, 175.97 feet; thence S 34°12'08" W, 93.95 feet; thence N 75°14'16" W, 50.78 feet; thence S 69°22'36" W, 86.96 feet; thence S 28°39'22" W, 41.62 feet; thence S 23°40'13" E, 43.37 feet; thence S 20°09'53" W, 78.06 feet; thence S 24°26'07" W, 114.52 feet; thence S 26°30'43" E, 86.60 feet, to a point on the North line of lands described in Sauk County Surveyors Office as Document No. P-16984, and the end of said meander line, said point being S 62°48'16" W, 48 feet more or less from the water's edge of Lake Wisconsin; thence along said North line S 62°48'16" W, 101.34 feet, to the North line of Lot 1, Certified Survey Map 4771 recorded in the Sauk County Register of Deeds Document No. 795928; thence westerly along said North line N 88°30'24" W, 51.55 feet, to the Northwest corner of said Lot 1; thence N 83°16'04" W, 55.71 feet; thence S 26°05'02" W, 258.12 feet, to the Northeast corner of Lot 9, First Addition to Riverview recorded in the Sauk County Register of Deeds Document No. 202458; thence southerly along the East line of said Lot 9, S 10°05'51" W, 56.71 feet; thence N 28°12'45" W, 62.82 feet, to the North line of said Lot 9; thence N 32°41'06" W, 79.06 feet; thence S 89°16'22" W, 28.88 feet, to the East line of Certified Survey Map 1857 recorded in the Sauk County Register of Deeds Document No. 501205; thence northerly along said East line, N 14°20'02" E, 838.78 feet, to the Point of Beginning. This Certified Survey Map includes all lands lying between the meander lines and the water's edge of Lake Wisconsin. Containing 317,800 square feet or 7.296 acres. Being subject to servitudes and easements of record, including A/C Easement recorded in the Sauk County Register of Deeds Document No. 1113817, Wisconsin Power and Light Right of Access Easement and Flowage Rights recorded in the Sauk County Register of Deeds Document No. 280985.

I DO FURTHER CERTIFY that this is a true and correct representation of the boundaries of the land surveyed and that I fully complied with the Provisions of Chapter 236.34 of the Wisconsin State Statutes, Wisconsin Administrative Code AE-7, the Village of Prairie du Sac municipal code Title 10 Chapter 3, the Town of Prairie du Sac subdivision regulations, and the Sauk County subdivision regulations in surveying, mapping, and dividing the same to the best of my knowledge and belief.

ALYSEN J TIERNEY
Alysen Tierney, PLS No. S-2962
Datst: August 13, 2023



Notes continued:

3. Base Flood Elevation (BFE) and Ordinary High Water Mark = 774'. Minimum shore elevation along the property is 774'. The surveyor can only certify to her opinion of the location of the Ordinary High Water. The location shown is approximate because only the Department of Natural Resources can determine the exact location of an Ordinary High Water mark.
4. Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under Article IX, Section 1, of the State Constitution.
5. Outlot 1 is to be retained by the owner of Lot 3, may not be transferred separately from Lot 3, and is not a building site.
6. There shall be no building construction outside of the delineated building envelopes, except for construction of boathouses meeting all applicable Village of Prairie du Sac, Sauk County, and State requirements. Regrading and removal of vegetation outside of these building envelopes shall be limited to that required for removal of dead, dying, or invasive vegetation, or for construction of a private travel ways to Lake Wisconsin. Any such activity outside of the building envelopes shall occur only following Village approval of a stormwater management and erosion control plan.
7. A maximum of 30 percent of the canopy area of the woodland indicated on this CSM may be removed without mitigation. Woodland canopy area removed above the 30 percent threshold shall be mitigated (replaced) on an acre-for-acre basis within the CSM area or as otherwise approved by the Village of Prairie du Sac Zoning Administrator. All trees planted for mitigation shall be at least one inch trunk diameter measured four feet from the ground.
8. Lot 1 and 2 are unbuildable until a soil evaluation report as required by the Department of Safety and Professional Services is filed with the Sauk County Land Resources and Environment Department.
9. All lots are subject to the provisions of the Sauk County Code of Ordinances, Chapter 8 Shoreland Protection, for all construction activities, vegetative clearing, filling, and grading. Any such activity shall only occur following approval by Sauk County.
10. The right-of-way of Dam Heights Road was sold to the town per D-378928 and D-379250 recorded in the Sauk County Register of Deeds, but it never was excepted from the Lins deeds therefore we are dedicating the right-of-way to the public.

UNITED GRADING AND SURVEYING, LLC
6522 County Road C
Sun Prairie, WI 53590
(608) 228-5027
ALYSEN TIERNEY, PLS



Received for record this 15th day of Sept.
2023 at 9:00 M. and recorded in volume 47
of Certified Surveys on page 7345
Alysen Tierney - Deputy Sheet 2 of 4
Registered of Deeds
CSM number 7345
Document number 1254021

Vol 47

Pg 7345.A

Lake Wisconsin Retreat/Everlight Holdings LLC
Operational Plan for the Tourist Rooming House at S9152 Dam
Heights Rd. Prairie du Sac, 53578

January 12, 2024

1. The property will be used by the owner about three months of the year in varying amounts of time. The remainder of the time it will available as a Tourist Rooming House.
2. Lake Wisconsin Retreat is a DBA of Everlight Holdings LLC and its main purpose is to supervise the management of this property. This is the first Tourist Rooming House for us.
3. Who would manage and maintain the tourist rooming house? We have contracted with Yolo Properties, LLC, Darren Lins of Prairie du Sac to manage and maintain the property.
4. We intend to advertise the availability of the Tourist Rooming House on “airbnb” and “Vrbo”. We also acknowledge that no on-site advertising will be used.
5. Currently this property is not licensed by the State as a Tourist Rooming House. I have the DATCP License application ready. I called them and they suggested that I wait until we receive the CUP. I have reviewed all of their requirements and believe the we will be compliant. I have also been in contact with the Health Department for the septic system inspection. We are waiting approval of the CUP to obtain our sales tax number. We will be happy, if requested, to obtain the license and sales tax number and inspection ASAP.
6. We absolutely acknowledge the restriction attached to the Certified Survey Map that CSM Lot 3 and Outlot 1 must be bought and sold together now and in the future. Outlot 1 is just a canyon and provides tremendous privacy for us and our neighbors.
7. We don't plan to make any exterior changes to this property. We might make some minor changes to the interior to make it more useful for our tenants but we have not identified what that would be. We understand that any alterations if any will be made in compliance to all local laws and regulations and obtaining any necessary permits.
8. This house has four bedrooms.
9. We acknowledge that the number of vehicles will not exceed the bedrooms, and indicate that there is at least one off-street hard-surfaced parking space on the

property per bedroom (both as required by Village ordinance). They are in the front of the house (see attached photo/map)

10. We verify that no on-street parking or parking outside of any hard-surfaced area on site will be permitted.
11. We verify that no more than 8 persons may occupy the house at any one time (maximum required by local ordinance), and that all advertising will include that limit or some lower amount if you prefer.
12. We verify your understanding that neither RVs nor the detached garage may not be used for lodging as part of the Tourist Rooming House, as required by local ordinance.
13. The last emptying and inspection of the septic system was completed in November 2023, two months ago, by Picketts Septic. They verified that the system passed the inspection. NOTE: we will be obtaining the Health Department inspection soon and we will pass it along to you.
14. We anticipate occupants to use the river for: fishing, swimming, paddle boating and motor boating. The property has it's own dock and small boat house.
15. We propose the quiet hours for all occupants to be 10:00 PM to 8:00 AM. We will require all occupants to obey all local and state restrictions of fireworks. Parties are limited to occupants attending with the requirement to insure the "quiet enjoyment" for the neighbors. Occupants will be made aware of these rules by requiring them to read and sign the rules and regulations prior to occupancy. The rules and regulations will also be readily available in printed form with in the home in a prominent location.
16. Date of this Plan is January 12, 2024



**Available
Parking
Area**

Dam Heights Rd

Dam He