

Are you thinking of building a home in the Town of Rutland? Welcome. Here is a brief guide to get you started.



ZONING

The process to change the zoning of a property takes approximately 4 months. An additional month should be expected if new lots are being created. Both the Town and County will be involved in the rezone approval process. Please see the attached document, “Understanding Dane County Zoning” for a complete guide to the Zoning process. The relevant websites are in this document, or you can also call the Dane County Zoning Division at (608)266-4266.

DRIVEWAY PERMIT

In order to construct a new driveway, a driveway permit will need to be obtained from the Town of Rutland. The Town’s Driveway Ordinance is located on their website, and there are policies found under the Town of Rutland Comprehensive Plan that will need to be followed. The policies are as follows: (Page 2-7) *22. Roads or driveways may be permitted to cross agricultural land to reach non-farm development only if: a. minimal farmland is removed from production; and b. there will be no interference with agricultural production.* Please contact the Town of Rutland to find out specifics on obtaining a driveway permit.

EROSION CONTROL

If the driveway will be more than 125 feet long, an erosion control permit will be needed from the Dane County Land and Water Resources Department for land disturbing activities of the installation of the driveway. An erosion control plan may need to be created. Please contact Dane County Land and Water Resources Department (<https://lwr.danecounty.gov/what-we-do/erosion-and-stormwater>). The Erosion Control Specialist for the Town of Rutland is Jim Neidhart (608) 516-2738 neidhart@countyofdane.com. You may want to give Jim a call to see what is involved with obtaining an erosion control permit.

SANITARY PERMIT

A sanitary permit for a septic system will need to be obtained from Madison/Dane County Public Health <https://publichealthmdc.com/environmental-health/licensing-permits/water-well-septic>. A plumber or soils tester will need to be hired to locate and design the new system. The system design is then submitted to Public Health Department to obtain the sanitary permit.

ZONING PERMIT

Once zoning, the driveway permit, and the sanitary permit are obtained, you will need to obtain a zoning permit for the construction of the new house. Generally, your builder submits the required building plans and site plan to obtain the zoning permit. More information can be found regarding obtaining a zoning permit at: Dane County Zoning Permits | Dane County Planning & Development <https://www.danecountyplanning.com/Permits-Applications/Zoning-Permit>.

BUILDING PERMIT

Once the zoning permit is obtained, a building permit will need to be obtained from the Local Building Inspector, Steve Kittleson. Your builder will need to submit all the aforementioned permits along with a building plan set to the building inspector for review and approval. More information can be found on the Town's website under "Building Inspector - Town of Rutland" <https://town.rutland.wi.us/building-inspector/>.

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