



Minutes - March 24, 2022

Call to Order: The meeting of the Rock County Planning & Development Committee was called to order at 8:00 am on Thursday, March 24, 2022. Chair Sweeney presided. Supervisors present in person: Sweeney, Podzilni and Gustina. Supervisors present via Zoom: Potter and Davis. QUORUM present.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner),

Rock County Staff via Zoom: Steve Godding (Planner III), Michelle Schulz (Real Property Lister).

Others present: Ryan Combs, Combs and Associates

Adopt Agenda: Moved by Supervisor Podzilni. Seconded by Supervisor Gustina. ADOPTED

Approval of Minutes:

Meeting held February 24th, 2022: Moved by Supervisor Davis. Seconded by Supervisor Potter. ADOPTED

Citizen Participation, Communications and Announcements: Supervisor Podzilni noted this is Supervisor Gustina's last meeting as a County Board member since we will not be able to attend County Board later in the evening. Supervisor Gustina was thanked for his service by the Committee and staff. Supervisor Davis reminded the group about the League of Women Voters Water Quality event on April 20th.

Code Enforcement:

Review and possible action regarding LD 2021 090 (Magnolia Township) – Larson Acres 1 Lot CSM Moved with conditions by Supervisor Gustina. Seconded by Supervisor Podzilni. APPROVED.

Minor Land Division LD 2021 090

Magnolia

Tax ID: 024 010003 Parcel Number: 6-12-49

17002 W STATE RD 59 Evansville, WI 53536-9031

1. Per Section 4.4 of the Town of Magnolia zoning code, the proposed lots do not meet the minimum 35 acre requirements of the A-1 zoning district. The lots will need to be rezoned to meet zoning code requirements. Staff recommends Rural Residential (R-R) District.
 - Additionally 4.4(D)(2) A conditional use land parcel to separate off a pre-existing farm residence shall not exceed 5 acres.
2. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. Note on Final CSM: “Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing systems.” Proposed lot lines must include the system area with the building which utilizes the system.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4.11 Preliminary Land Division: Zoning should be verified by the Town & This is missing the well and the POWTS.

Review and possible action regarding LD 2022 006 (Harmony Township) – Elmer 1 Lot CSM

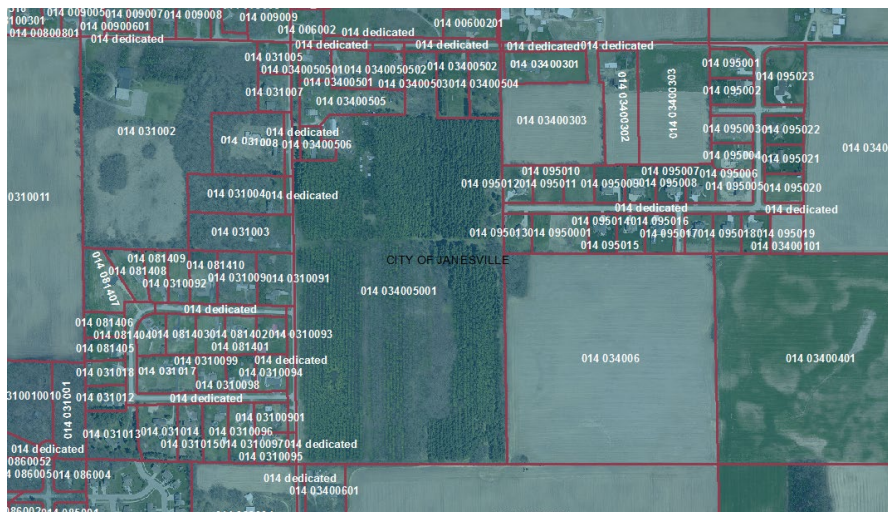
Moved with conditions by Supervisor Gustina. Seconded by Supervisor Podzilni. APPROVED.

Minor Land Division LD 2022 006

Harmony

Tax ID: 014 034005001 Parcel Number: 6-7-89A

1. The new lot needs to meet the minimum zoning requirements for that district. This includes setbacks.
2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. Note on Final CSM “No buildings which produce wastewater are allowed on Lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
4. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Janesville.



5. See the table below per the 4.112 Preliminary Land Division requirements.
 6. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
 7. Dedicate a thirty-three foot half road right-of-way along the Road at the discretion of the Town.
 8. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
 9. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
- 4.11 Preliminary Land Division: The lot needs to meet the minimum zoning requirements for that district.

Review and possible action regarding LD 2022 007 (Center Township) – Guth 1 Lot CSM

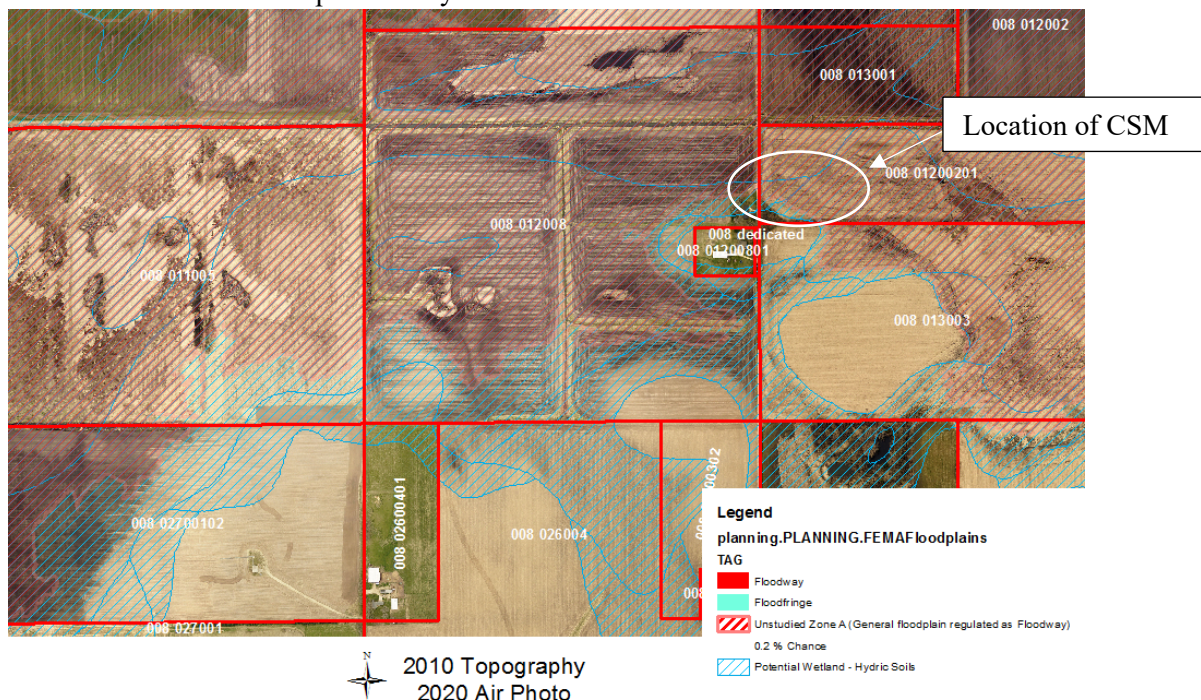
Moved with conditions by Supervisor Potter. Seconded by Supervisor Davis. APPROVED.

Minor Land Division LD 2022 007

Center

Tax ID: 008 012008 Parcel Number: 6-4-56

1. Per Section 4- 4.5 of the Town of Center’s zoning ordinance, the proposed lot does not meet the minimum 35-acre requirements of the A-1 zoning district. The lot will need to be rezoned to meet the proper zoning district which includes setback requirements of the existing residence.
2. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies." It should also be noted that there are potential hydric soils on the location.



4. Dedicate a 33-foot half road right of way at discretion of the Town of Center.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4.11 Preliminary Land Division: The lot needs to meet the minimum zoning requirements for that district & Preliminary CSM does not show the POWTS, Private well or ESA.

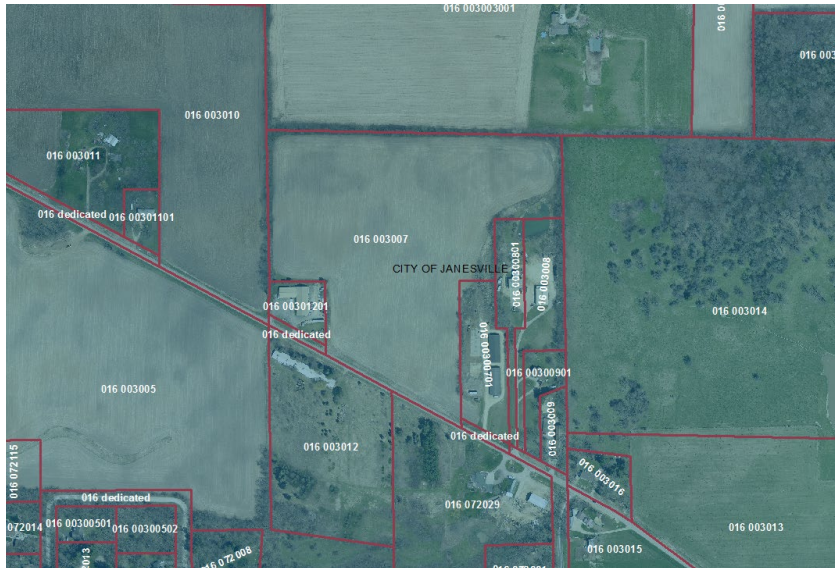
Development Lot CSM Moved with conditions by Supervisor Davis. Seconded by Supervisor Potter. APPROVED.

Minor Land Division #LD 2022 013

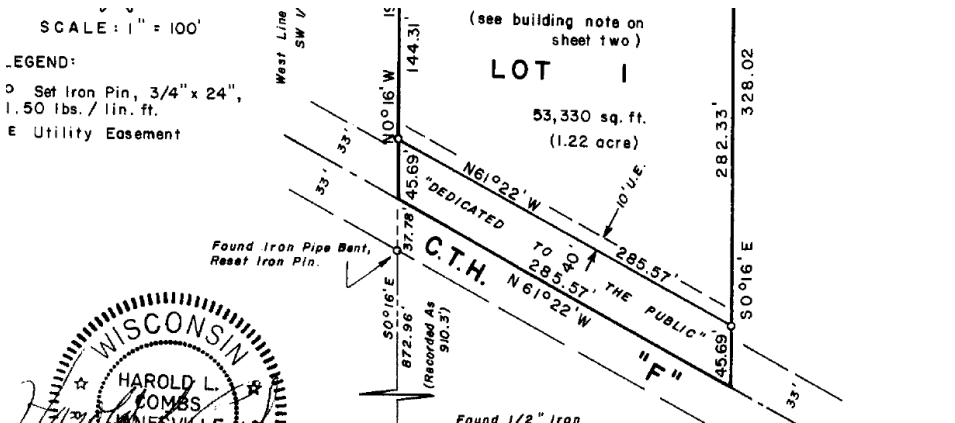
Janesville

Tax ID: 016 003007 Parcel Number: 6-8-23.1

1. Note on Final CSM “No buildings which produce wastewater are allowed on lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
2. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
3. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Janesville.



4. Dedicate a thirty-three feet half of the road right-of-way along road at the discretion of the Town.
5. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable). The adjacent lot shows a 10 foot utility easement that most likely is on the adjacent lot.



6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4.11 Preliminary Land Division: The lot needs to meet the minimum zoning requirements for that district & there are no utilities easements shown on the property.

Comments from the City of Janesville: CONDITIONS OF PRELIMINARY CERTIFIED SURVEY
APPROVAL Rollingwood Development Inc. – CTH F February 23, 2022 CSM 22010-T

The following conditions apply to the preliminary certified survey map for Rollingwood Development Inc. located along CTH F in the Town of Janesville:

1. Addition of utility easements on the final survey as requested by the Engineering Division or private utility companies having rights to serve the area. No easements have been requested thus far. If easements are requested, the standard utility easement note must also be added to the final survey.
2. The final survey must delineate any existing utility easements within the survey area. Existing easements remain in effect unless specific action is taken to release said easements.
3. Recent aerial photography and topographical mapping information indicate the presence of a surface water pond located on the easterly portion of Lot 2. The final survey must delineate the approximate boundary of this feature where it encroaches upon the survey area

Review and possible action regarding LD 2022 014 (Newark Township) – Kiser Revocable Trust
1 Lot CSM Moved with conditions by Supervisor Potter. Seconded by Supervisor Podzilni.
APPROVED.

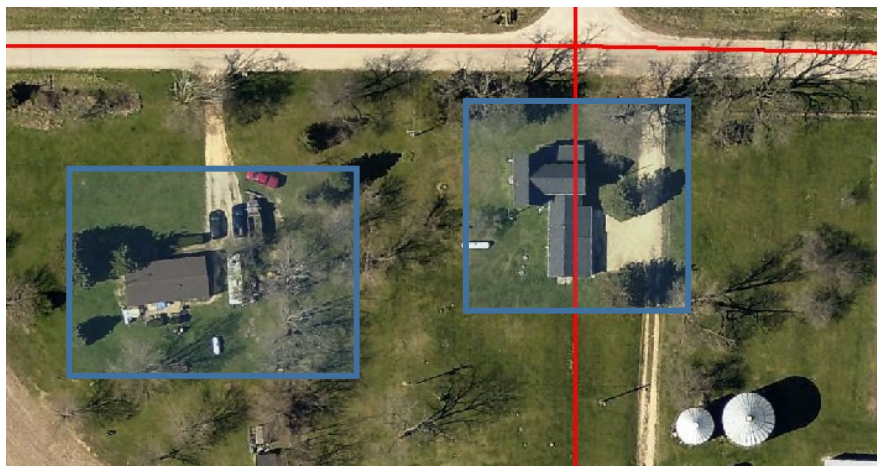
Minor Land Division #LD 2022 014

Newark

Tax ID: 028 001094 Parcel Number: 6-14-60

Tax ID: 028 001106 Parcel Number: 6-14-63

1. Zoning should be verified by the Town. This includes both the proposed lot and the parent parcel.
 - Additionally: Newark zoning in general requires one single family dwelling per lot. This land division is moving two single family on to one lot and is in direct violation of the Town ordinance. One of the homes is being removed.



2. "Note on Final CSM: "The lot contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing systems." Proposed lot lines must include the system area with the building which utilizes the system.
3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
5. Dedicate a thirty-three foot half road right-of-way along the Road at the discretion of the Town.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
8. See 4.112 Preliminary Land Division for additional comments.

4.11 Preliminary Land Division: Zoning should be verified by the Town. This includes both the created parcel and parent parcels. Currently this does not meet the Town zoning ordinance due to two homes on one lot. POWTS and Well only show one and there are two homes. Driveways are missing. Additionally, on the parent parcel, there are hydric soils.

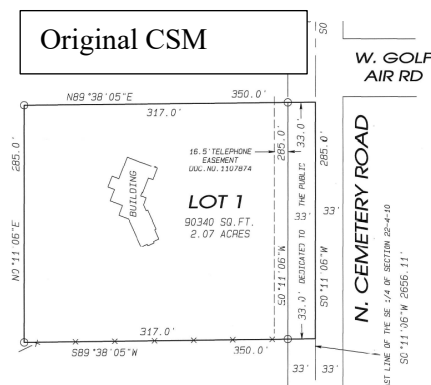
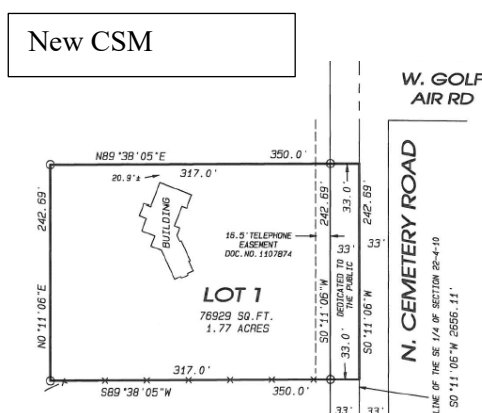
Review and possible action regarding LD 2022 015 (Union Township) – Pine Know Farms 1 Lot CSM Moved with conditions by Supervisor Potter. Seconded by Supervisor Davis. APPROVED.

Minor Land Division #LD 2022 015

Union

Tax ID: 040 035008 Parcel Number: 6-20-191

1. Lot 1 Parent lot thirty five (35) acres or smaller and not included in a Sub-division plat – CSM required. The parent parcel is under 35 acres and should be included in the CSM or shift the lot line to accommodate the .07 acres or add the parent parcel to the survey. The lot line was adjusted. The new Lot will have 1.77 acres, leaving the parent parcel meeting the minimum 35 acres.



2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. Zoning should be verified by the Town. It is currently zoned A1: Exclusive Agriculture District recommended Rural Residential. The existing residence needs to meet the minimum zoning of the districts including but not limited to: building setbacks, maximum lot coverage and so on. Maximum Lot Coverage Ratio of All Buildings Not to exceed 12.5% of total lot

4. Note on Final CSM:
 - a. "The Lot contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing systems." Proposed lot lines must include the system area with the building which utilizes the system.
5. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
6. Dedicate of 33 foot half road right of way along the road at the discretion of the Town of Union.
7. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
8. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
9. The CSM needs to meet the minimum requirements of 4.112 of the County ordinance.

4.11 Preliminary Land Division: Zoning should be verified by the Town. The property is missing the POWTS, Well and driveway access.

Review and possible action regarding LD 2022 016 (Fulton Township) – Schuette 1 Lot CSM

Moved with conditions by Supervisor Sweeney with reference to Town of Fulton Driveway requirements. Seconded by Supervisor Podzilni. APPROVED.

Minor Land Division #LD 2022 016

Fulton

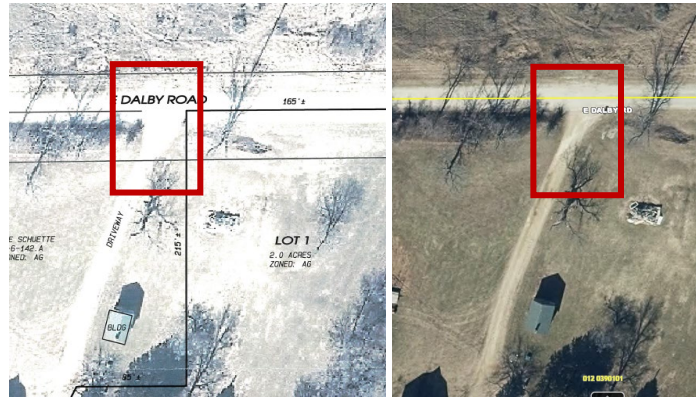
Tax ID: 012 0390101 Parcel Number: 6-6-142.A

1. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies." It should also be noted that there are potential hydric soils on the location.
3. This falls into the Extra Territorial Jurisdiction (ETJ) for the City of Edgerton.



4. The new lot is recommended to be rezoned to the Residential-Rural Density Small (R-RS) district. Both lots need to meet the minimum building setback with any new property lines that are being created. It's unclear if there is accessory structure on the property line.

5. Per Rock County 4.116 (2)(d) Lot configuration shall recognize topography and other natural landscape conditions. Lot lines shall abut at right angles or radial to streets, when feasible. This lot needs to be squared off from the road.
6. This is also cutting off the existing driveway access. A joint driveway needs to be established.
 - § 425-4-3C(2)(b)[2][f] The driveway edge, at the centerline of the roadway ditch, located no closer than 20 feet from the edge of another driveway, and the driveway edge or culvert located no closer than five feet from any lot line, unless such driveway is jointly used by the adjoining landowners, pursuant to an easement or other document recorded with the Rock County Register of Deeds;



Per the Joint PZ & TB Town of Fulton Meeting on March 8th 2022: MSA recommendation of showing the steep slopes area, and lot 1 must not cause disturbance to any mapped steep slope area, show the building that will be removed, and have **a joint driveway easement whether that be on CSM or through a deed.**

7. Dedicate a 33-foot half road right of way at discretion of the Town of Center.
8. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
9. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4.11 Preliminary Land Division: Zoning should be verified by the Town. There is an existing house, but the POWTS and well is not shown. It looks like there are accessory structure on the proposed property line.

Action Item: Request for Release of Screening Easement - CSM Vol 23 Page 446 - Document 1474419. The request was explained as described in the packet. Moved by Supervisor Gustina to approve removal of the screening easement as previously required by the Committee. Seconded by Supervisor Podzilini. Approved.

Community Development: Andrew summarized the Proclamation of Fair Housing Week by County Board Chair Bostwick which is included in the packet. This was also announced at last County Board meeting.

Economic Development: None

Corporate Planning: None

Finance:

Information Item: Committee Review of Payments: Andrew reviewed the payments. There were no questions.

Possible Action Item: Transfers: None

Director's Report: Andrew noted there are a number of strong applicants for the Office Coordinator Position. Interviews are planned for April 8th.

Committee Reports: None

Adjournment: Adjournment at 8:53 a.m.

Moved by Supervisor Gustina. Seconded by Supervisor Podzilni. APPROVED

Respectfully submitted,
Andrew Baker - Director

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.