



**Planning and Development  
Committee  
Minutes – July 14, 2022  
In Person and Via Zoom**

**Call to Order:** The meeting of the Rock County Planning & Development Committee was called to order at 8:00 am on Thursday, July 14, 2022. Chair Sweeney presided. Supervisors present in person: Sweeney, Podzilni, Sutterlin and Winter. Supervisors present via Zoom: Stevens. QUORUM present.

Others Present: Supervisor Mike Zoril (In Person) Supervisor Mary Mawhinney (Zoom) and Chair Rich Bostwick (Zoom)

Rock County Staff Present: Randy Terronez (Assistant County Administrator), James Otterstein, (Economic Development Manager), Christine Munz-Pritchard (Senior Planner), Michelle Schultz (Real Property Lister) and Andrew Baker (Director)

**Adopt Agenda:** Andrew noted that Item 5.B. (LD 2022 029 – Lewis) should be removed from the agenda considering the necessary revisions to the previously tabled land division application have not been submitted.. Agenda moved with suggested revisions by Supervisor Podzilni. Seconded by Supervisor Sutterlin. ADOPTED

**Approval of Minutes:**

**Meeting held June 9, 2022:** Moved by Supervisor Podzilni. Seconded by Supervisor Sutterlin. ADOPTED

**Citizen Participation, Communications and Announcements:** None

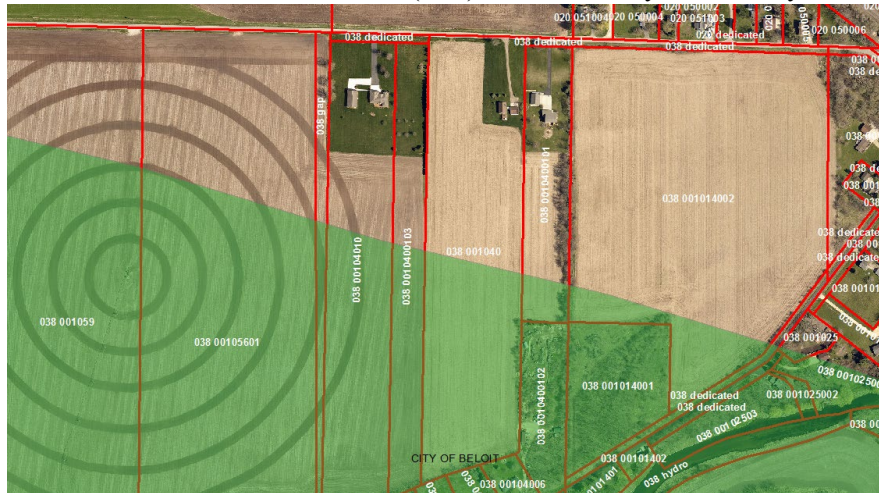
**Code Enforcement:**

**A. Review and possible action regarding LD 2022 027 (Turtle Township) – DeLong (2 Lot CSM)**

Motion to approved as recommended made by Supervisor Podzilni, seconded by Supervisor Sutterlin.  
Carried.

1. Currently the property is zoned Exclusive Agricultural District (A-E) which has a minimum 35 acres. Both lots will need to be rezoned and meet minimum requirements for the zoning district.

2. 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”.
  - “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. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Beloit.



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. 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.

**C. Review and possible action regarding LD 2022 032 (Fulton and Janesville Townships) – Schreier (1 Lot CSM)**

Motion to approved as recommended made by Supervisor Winter, seconded by Supervisor Sutterlin.  
Carried.

1. Currently Quit Claim Deed 2139098 has property as two separate lots. Because of this Rock County is recommending that the “residential” lot being section off and made into two lots at the town line/section line per below.

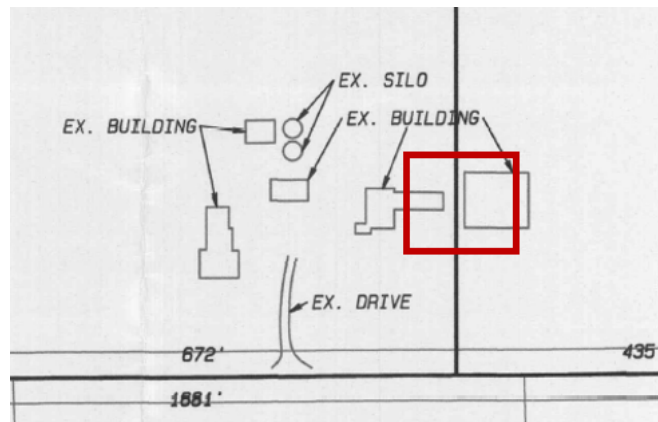






1. Per Section 4- 4.5 of the Town of Center's zoning ordinance, the proposed lot does not meet the minimum 35-acre requirements of the A-1 zoning district. The lot will need to be rezoned to meet the proper zoning district. To zone out of Farmland Preservation it has to meet the minimum requirements of **4.5 (E)**. The minimum requirements are attached to this report.

- a. Additionally it is unclear if the lot 1 and lot 2 existing building will meet the minimum setback requirements.



- b. Well and POWTS are not shown on the survey. POWTS and well must be locate on the lot containing the buildings.
2. Dedicate of 33 foot half road right of way along the road per Town request. It is recommended that road be dedicated. The dedication is starting to be a requirements for road improvement grants at the state/federal level.
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:
- “No buildings which produce wastewater are allowed on lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
  - “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. The environmental areas need to be shown on the final CSM.



6. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is required. Please contact Rock County Land Conservation Department.
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. Meet the minimum requirements of 4.112 Preliminary Land Division listed.
  - The lot needs to meet the minimum zoning requirements for that district.
  - To zone out of Farmland Preservation it has to meet the minimum requirements of 4.5 (E).
  - May have ESA on property.
  - Well and POWTS is missing.

**E. Review and possible action regarding LD 2022 034 (Center Township) – Dohs-Kinderman (1 Lot CSM)**

Motion to approved as recommended made by Supervisor Winter, seconded by Supervisor Podzilni. Carried.

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.
2. Dedicate of 33 foot half road right of way Per Town request.
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:
 

“No buildings which produce wastewater are allowed on lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
5. The environmental areas need to be shown on the final CSM.

6. If land disturbance associated with the construction of a driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is required. Please contact Rock County Land Conservation Department.
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. Meet the minimum requirements of 4.112 Preliminary Land Division listed.
  - The lot needs to meet the minimum zoning requirements for that district.
  - May have ESA on property.

**Community Development:** None

**Economic Development:** None

**Corporate Planning:**

- A. Establishing the Broadband Project Budget and Amending the 2022 Budget

Randy Terronez explained the proposed amendment as detailed in the packet of materials sent to Board members in the last week. He and James Otterstein also summarized how this step fits into the overall Broadband installation efforts.

Motion to recommend approval of the resolution to the full County Board made by Supervisor Winter, seconded by Supervisor Sutterlin. Carried Unanimously.

- B. Allocating American Rescue Plan Act (ARPA) Funds to Create a Strategic Food Reserve and Amending the 2022 Budget

Supervisor Zoril introduced the resolution that he drafted and explained the intended purpose and need for the proposal. The proposal was also discussed by Land Conservation Committee last week. It was tabled after lengthy discussion. The Committee also referenced comments/notes sent by Supervisor Crary, whom works in the food industry, particularly food storage.

The Committee voiced general support of the concepts introduced in the resolution, but determined that modifications should be made in terms of the details of how the programs would be administered. Supervisor Stevens stated more should be done to involve local non-profits and other entities that are already providing some of the services proposed in the resolution, for example the United Way. There is also consensus that perhaps the resolution should be broken down into smaller proposals.

Motion to table action at this time made by Supervisor Winter, seconded by Supervisor Stevens. Carried Unanimously.

**Finance:**

**Information Item: Committee Review of Payments:** James explained the payments made related to the internship program and the Small Business Grant program.

**Possible Action Item: Transfers:** None

**Director's Report:**

Andrew explained that the Office Coordinator position was advertised for the third time. If this not successful this time, discussions have already been had with Administration and Finance as to how to revise the duties of the position, relying more on Finance for accounting work.

**Committee Reports:**

None

**Adjournment:** Adjournment at 9:27

Moved by Supervisor Sutterlin, Seconded by Supervisor Podzilni. APPROVED

Respectfully submitted,  
Andrew Baker, Director

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.