



**Planning and Development
Committee
Minutes – July 28, 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 28, 2022. Chair Sweeney presided and requested a roll call. Supervisors present in person: Sweeney, Podzilni, Sutterlin and Winter. Supervisors present via Zoom: Stevens. QUORUM present.

Rock County Staff Present James Otterstein, (Economic Development Manager), Christine Munz-Pritchard (Senior Planner), Michelle Schultz (Real Property Lister) and Andrew Baker (Director). Staff present via Zoom: Jennifer Borlick (GIS Manager), Steve Godding (Planner III).

Adopt Agenda: Andrew noted that Item 5.A. (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 Sutterlin, Seconded by Supervisor Podzilni. ADOPTED

Approval of Minutes:

Meeting held July 14, 2022: Moved by Supervisor Winter, Seconded by Supervisor Sutterlin. ADOPTED

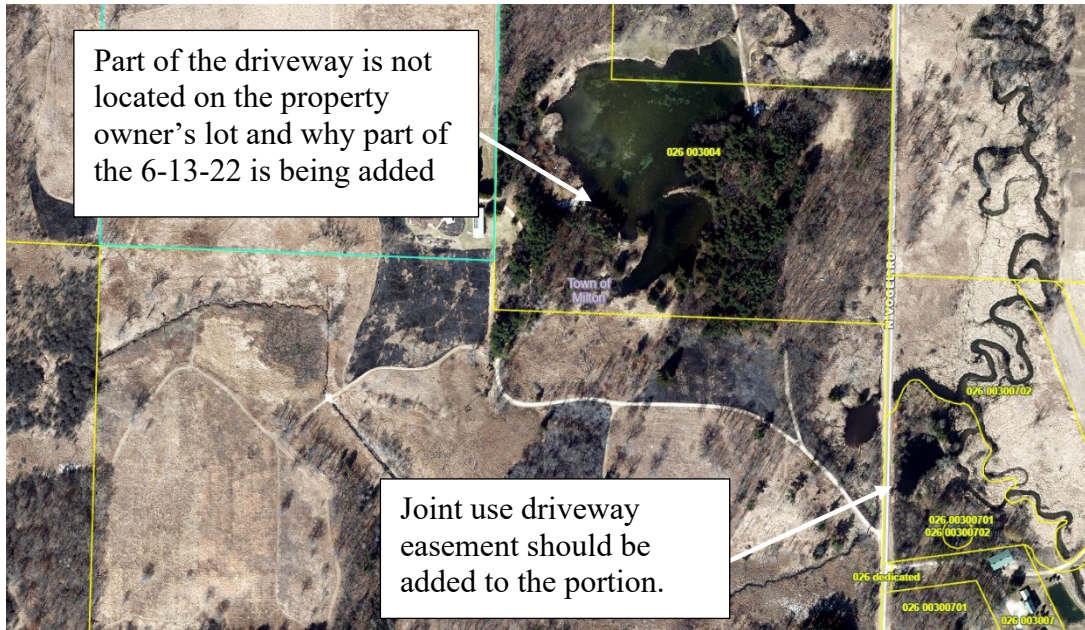
Citizen Participation, Communications and Announcements: None

Code Enforcement:

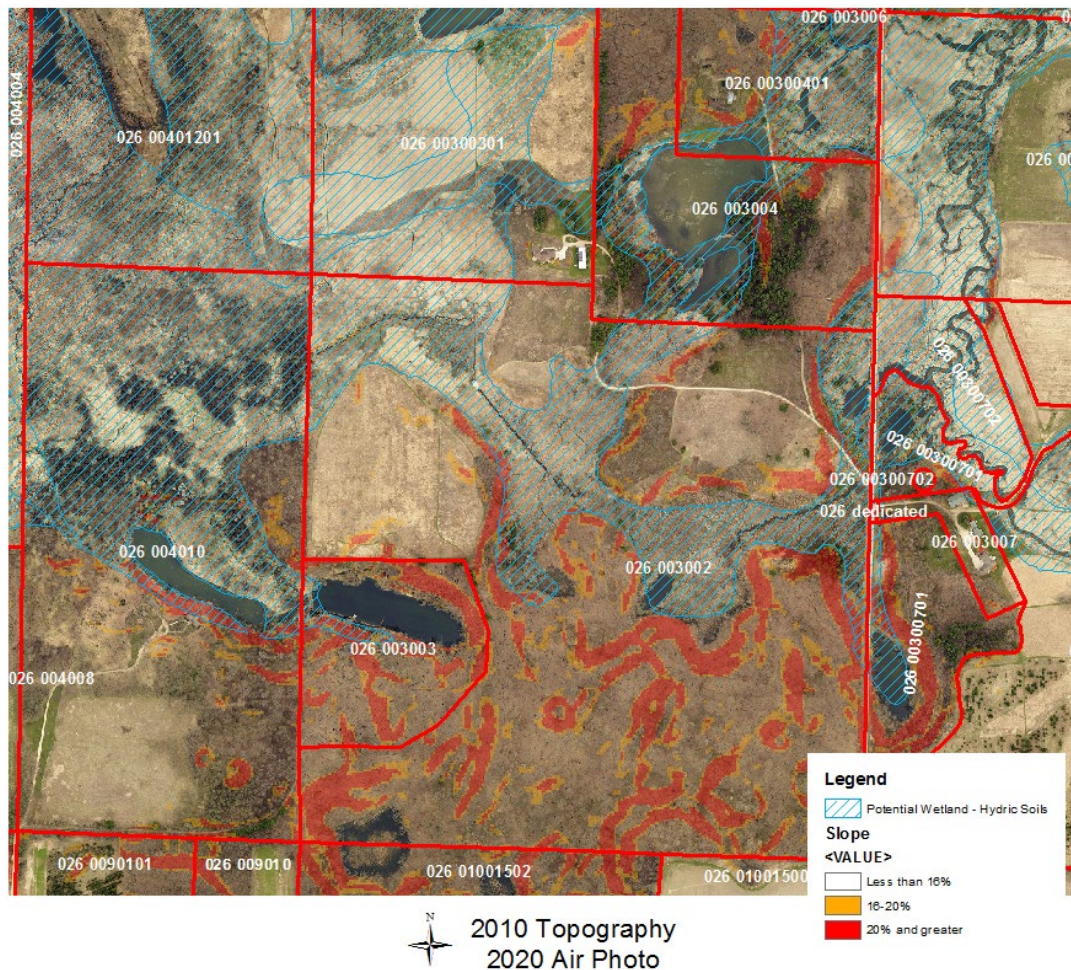
B. Review and possible action regarding LD 2022 039 (Milton Township) – Schakelford (1 Lot CSM)

Motion to approved as recommended made by Supervisor Podzilni, seconded by Supervisor Sweeney. The approval emphasizes the requirement to have the driveway agreement for access to property to the north. Carried.

1. Access is located on land that is not owned by the home owner. Including this will fix this issue. Additionally, it looks like there is a joint driveway with the house located at 11307 N Vogel Road (6-13-22.1). Joint use driveway easement should be added.



2. Any additional existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. The thirty-three foot half road right of way along the entire frontage of the parent parcel shall be deeded or dedicated to the Town of Milton.
4. Zoning should meet the minimum requirements of the lot per Town of Milton Zoning Ordinance. It should be shown that the current building meet the building envelope.
5. 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.
6. If land disturbance associated with the construction of the shared driveway exceeds 100 feet then a Rock County Construction Site Erosion Control Permit is require. Please contact Rock County Land Conservation Department.
7. The environmental areas need to be shown on the final CSM.



8. The “pole” area is over 2,000 feet (+/-) in length, however the max length per ordinance is 250 feet in length.

The creation of flag lots are generally discouraged by Ordinance (per sec. 4.116(2)), but if they are approved, they must meet specific standards found in (4.116(2)(e)). The proposed “pole,” if approved through the Land Division process, will greatly exceed the maximum of 250 feet in length allowed by Ordinance.

If the Board approves this land division, in the past the Board has placed a deed restriction on the parent parcel. **I am requesting that lots Number: 6-13-33A, Parcel Number: 6-13-21 & Parcel Number: 6-13-21.2 be deed restricted with a no build that can be removed by the County if developed. It should also be noted on the CSM.** This needs to be created prior to approval.

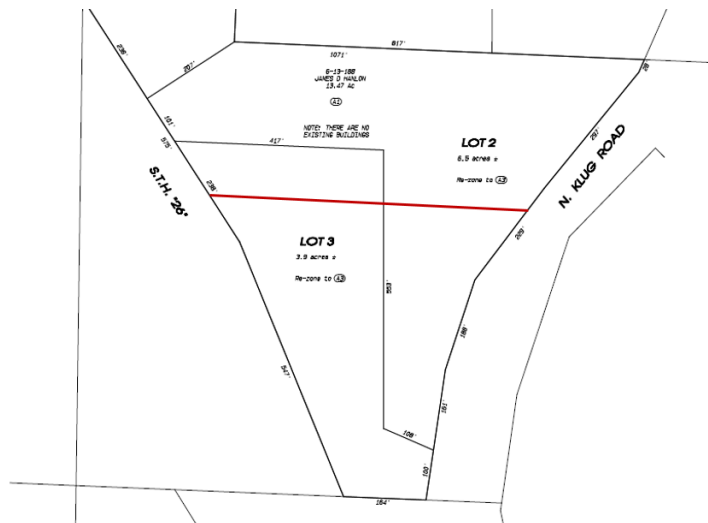
9. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
10. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

11. Meet the minimum requirements of 4.112 Preliminary Land Division listed.
 - Verify with the Town that the lots meet the minimum zoning requirements.
 - This is missing the POWTS and water supply system.

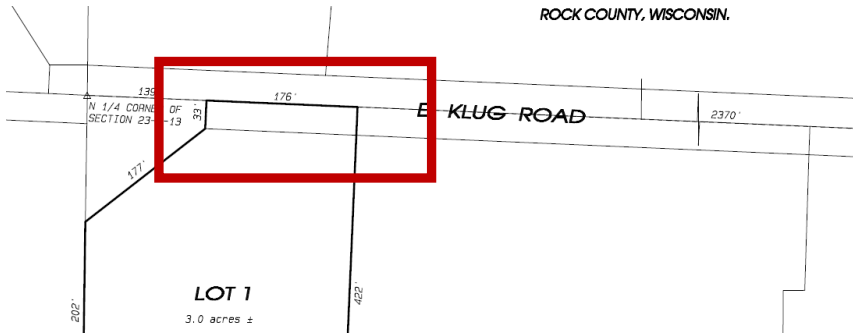
C. Review and possible action regarding LD 2022 043 (Milton Township) – Hanlon (3 Lot CSM)

Motion to approved as recommended made by Supervisor Winter, seconded by Supervisor Podzilni. The approval emphasizes the recommendation from staff to reconfigure lots with more regular shaped lots as shown in staff report. Carried.

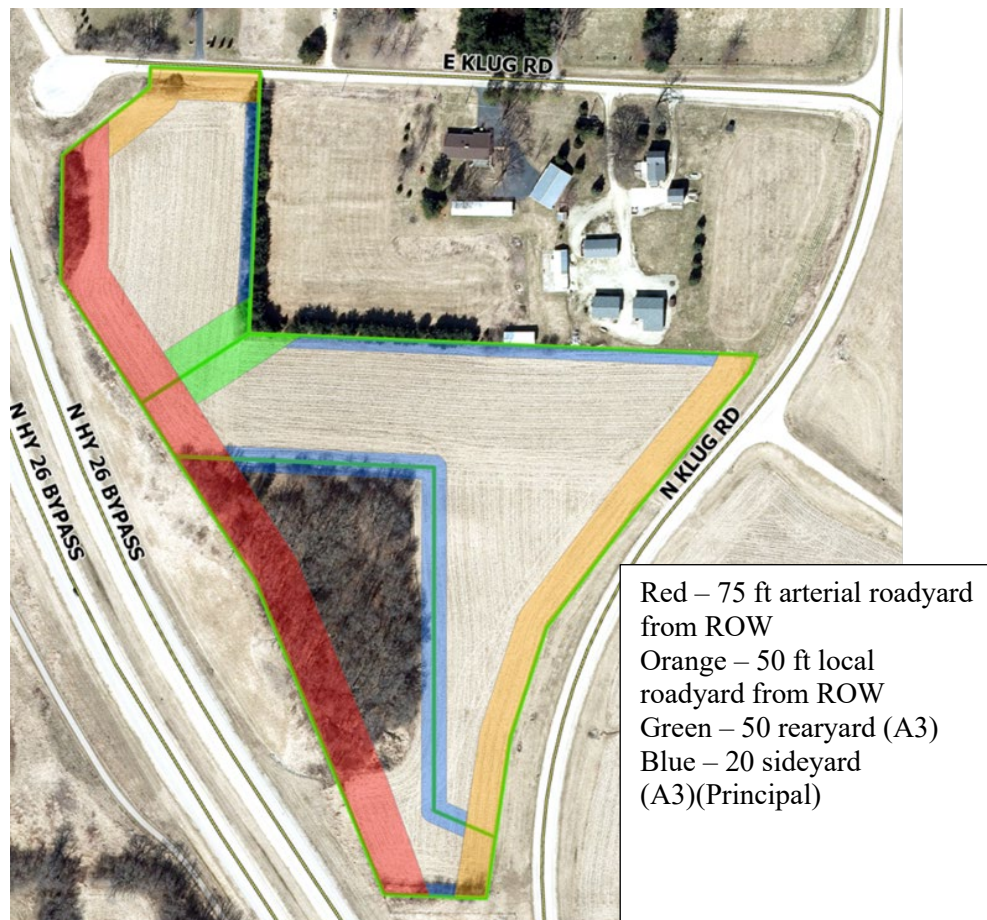
1. Lot 3's configuration/shape is not preferable for various reasons based on the intent and purpose and standards of the Rock County Land Division and Management Ordinance. The primary concern is the potential for "stacked" development, i.e. a structure built behind another structure with access from the same road. This type of situation could cause confusion for emergency service response, create land use/zoning conflicts with neighboring property related to setbacks requirements, well and septic siting, etc. Recommending that the lot be configured with out the "zig-zag", per red line below.



2. Driveway access location along N. Klug Road shall be predetermined and shall to be shown on the CSM due to the curve in the road way. This is to garntee access for the lot.
3. 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
4. Note on Final CSM:
 - a. "No buildings which produce wastewater are allowed on Lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
5. Dedication of the 33 feet of road right of way on E. Klug Road



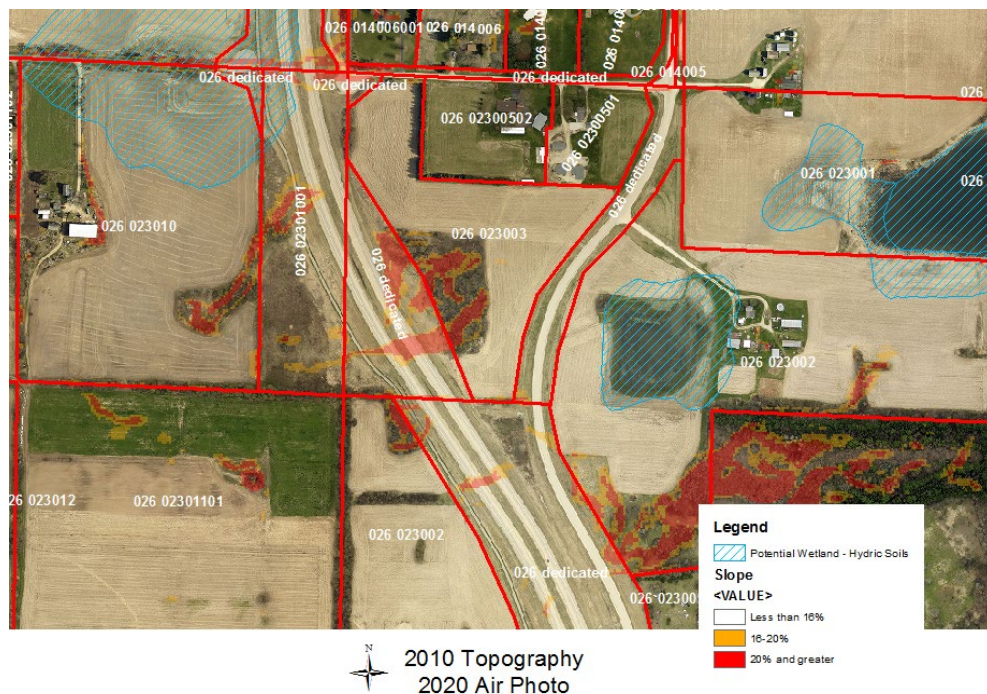
6. Per the Milton Town Ordinance zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended zoning to A-3. The below is the setbacks for the A-3 district to show buildable lots. Again, lot 3 needs to be re-configured to remove the “zig-zag” and make the lot more ideal for building.



7. This lot may fall under extraterritorial jurisdiction with the City of Milton and may need additional approvals.



8. Steep slopes should be included on the CSM.



9. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
10. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
11. Meet the minimum requirements of 4.112 Preliminary Land Divisions.
 - Does not meet zoning requirements. Needs to be re-zoned.
 - Lot needs to be reconfigured per recommendation 1.
 - Slopes are missing from the CSM.
 - Driveway access needs to be shown.

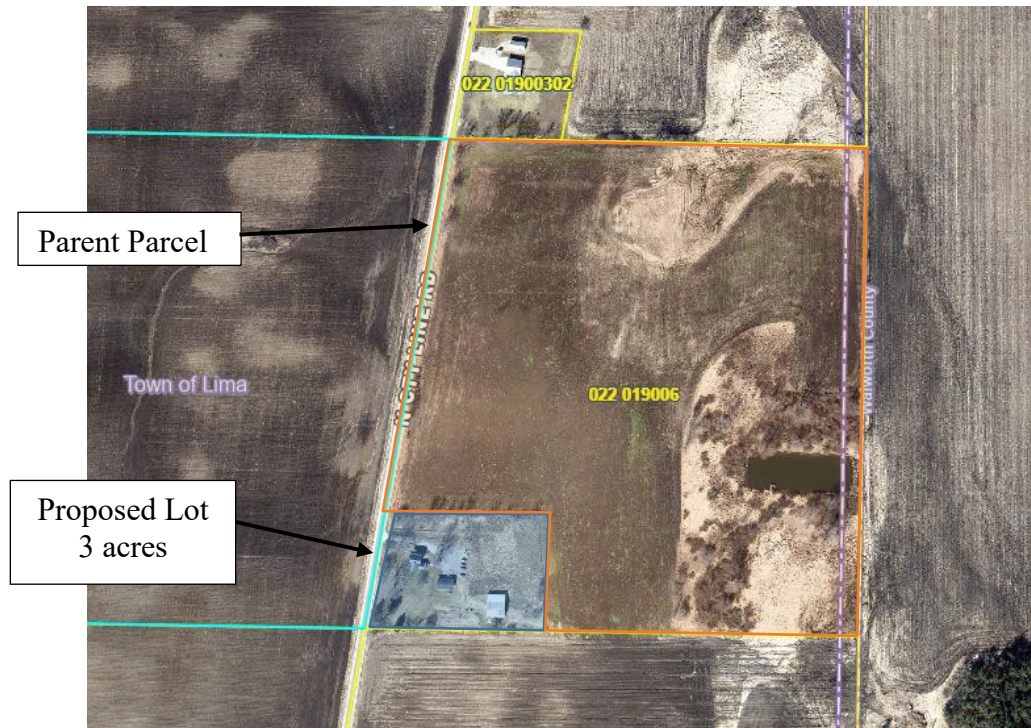
D. Review and possible action regarding LD 2022 044 (Lima Township) – Guessling (2 Lot CSM)

Staff noted that a revised CSM, including the parent, remaining lot, area was submitted in the last couple days. This meets one of the recommended conditions noted below.

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

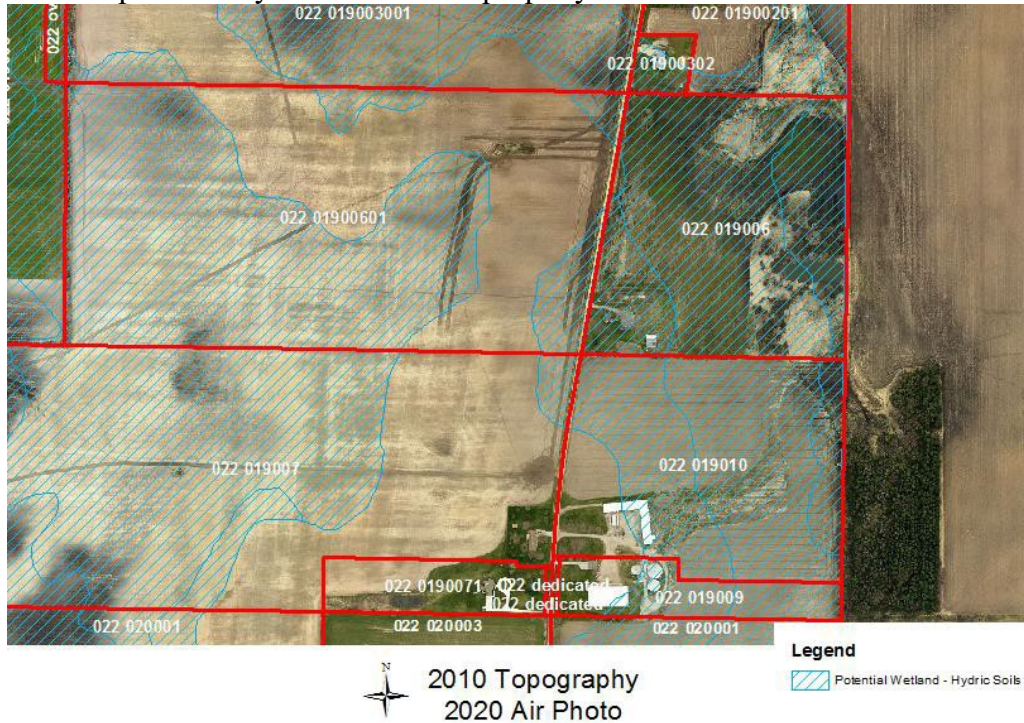
Carried

Staff recommends the following conditions subject to approval:



1. Per Section 4.3 of the Town of Lima zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lots will need to be changed to meet zoning code.
2. Parent lot is also not larger than thirty five (35) acres and needs to be included in the CSM. Existing buildings should meet the proposed zoning setbacks.
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: Note on Final CSM:
 - “No buildings which produce wastewater are allowed on Lots 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
 - “Lot 2 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. There is potential hydric soils on the property and should be noted on the CSM.



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.

Community Development:

Andrew noted that the two large projects in Edgerton are moving ahead in the planning phase. These have been approved through the Housing Authority because HOME funds are being used. The two projects are rehab of the Edgerton Senior Apartments and construction of new units developed by Edgerton Community Outreach. Each will be for low to moderate income individuals and the use of HOME funds ensures that for 20 years.

Economic Development:

Economic Development Manager James Otterstein presented the 2nd quarter Rock Ready Index, which was handed out at the meeting and sent via email. The Committee had specific questions regarding attracting more technology related industry to the area. There was discussion related to how, for

example, geography plays a large role in economic development in the County as a whole and the industries that are looking for certain locations and access to facilities (i.e. rail). There is also a balance of developing industry around an existing workforce or vice versa. It was decided that further discussion/presentations by staff were warranted in the future especially for new Committee members.

Corporate Planning: None

Finance: None

Information Item: Committee Review of Payments: None

Possible Action Item: Transfers: None

Director's Report:

Andrew explained that much of the possible budget challenges for 2023 will be personnel related. This is due to the ongoing salary study, the Hue Life study that outline possible organization changes and the present high level of inflation. The current active consumer price index is right around 6%. While it will be very difficult for the County to match that in terms of cost of living wage increases, there is a chance the salary study will take that into account. Therefore, as a budgetary planning measure, Departments have been instructed to include budget increases to reflect a 6% salary increase (and the associated costs that go with that). This is challenging to say the least due to levy limits along with the other costs that have increased for the County as a whole, namely energy and fuel. There are no other significant changes proposed for the 2023 budget.

Committee Reports:

None

Adjournment: Adjournment at 9:36

Moved by Supervisor Sutterlin, Seconded by Supervisor Podzilni. APPROVED

Respectfully submitted,
Andrew Baker, Director

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.