



**Planning and Development  
Committee  
Minutes – March 23, 2023  
In Person and Via Zoom**

**Call to Order:** The meeting of Rock County Planning & Development Committee was called to order at 8:02 am on Thursday, March 23, 2023. Chair Sweeney presided and requested a roll call. Supervisor present in person: Winter, Sweeney, Sutterlin, and Podzilni. Supervisor present via Zoom: Stevens. QUORUM present.

Others Present: Supervisor Jim Farrell (County Board Member), Jeff Garde (Combs, Zoom), Angela Pakes (Forward Janesville), and Celestino Ruffini (CEO Visit Beloit), Kristin Belongia, Mark Gilbertson

Staff present: Andrew Baker (Director), Christine Munz-Pritchard (Senior Planner), James Otterstein (Economic Development Manager)

Staff present via Zoom: Steve Godding (Planner III),

**Adopt Agenda:** Agenda moved by Supervisor Podzilni, Seconded by Supervisor Winter. ADOPTED

**Approval of Minutes:**

**Meeting held March 9, 2023:** Moved by Supervisor Sutterlin, Seconded by Supervisor Stevens. ADOPTED

**Citizen Participation, Communications and Announcements:**

Angela Pakes (Forward Janesville) currently has a membership base of approximately 500 members. There is an issue within the county with a shortage in the workforce. There is support in reference to a Rock County Amtrak Service Connection to entice businesses and visitors to the area. There is also the recommendation of establishing a planning committee in reference to this project.

Celestino Ruffini (CEO Visit Beloit) view the railway to be a mechanism for mobility within the county. There has been a need of connectivity with the highly populated areas in the region since 2015.

Director Baker read an email that was received by the City of Janesville MPO mentioning a study that was done in partnership with Beloit SLATS in 2021. The focus was to have the railway with connection from Chicago to Madison. Janesville and Beloit staff have asked to be part of any Ad Hoc Committee associated with transportation.

**Code Enforcement:**

**Review and Possible Action: Regarding LD 2023 006 (Plymouth Township) – Schyvinck (1 Lot CSM)**

Rock County is working with the Town of Plymouth on this proposal. There is the proposed plan of building a house near the wooded area. Should the plan be altered/modified there is the probability to make it work. There would need to be a note on the CMS designating a “No Build” portion on the far west area. The plan has been shifted to the West with the acknowledgement of having a long driveway leading to the property. Supervisor Sweeney questioned if there would be hydric soil issues in respect with the driveway. Baker responded that this area should not have a reason for concern and there should be a spot designated for POWTS at the building site. The permit would need to be acquired through Land Conservation for construction of the driveway and should be noted as such. Town of Plymouth has approved the plans as presented.

Motion for approval with conditions by Supervisor Winter, Seconded by Supervisor Podzilni. Passed unanimously.

Certified Survey Map (CSM) LD 2023 006

Parcel Number: 6-15-222, Tax ID: 030 001219

Town of Plymouth

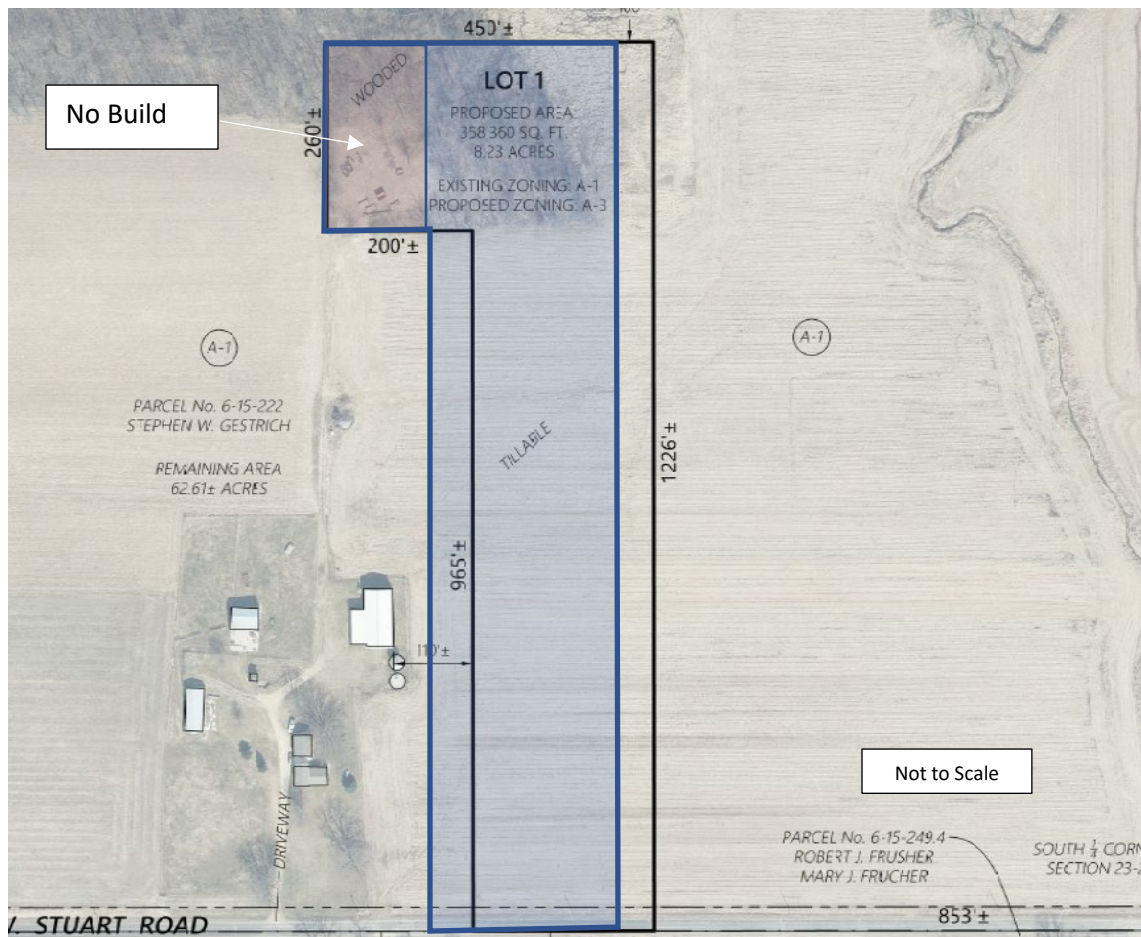
1. Verify the zoning with the Town of Plymouth. The proposed zoning on lot 1 will go from A-1 to proposed A-3. The follow is required per the Town zoning.

Within the A-3 District the following standards shall apply.

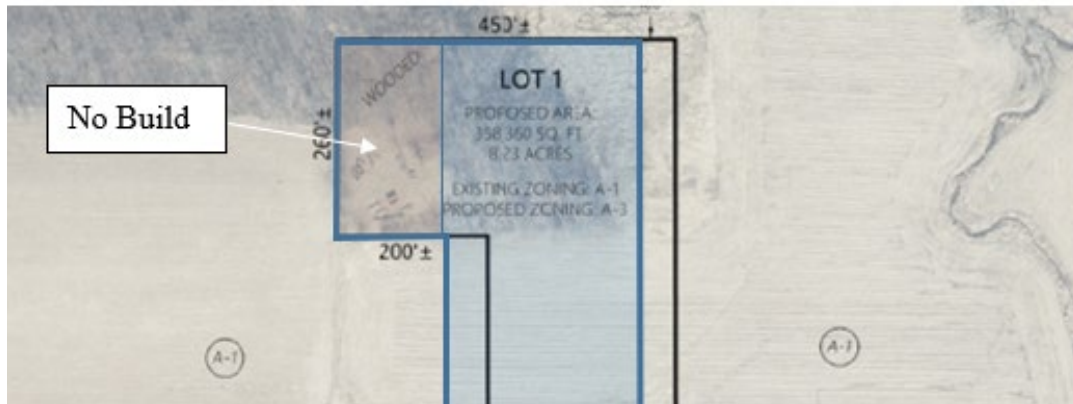
- (A) Minimum Lot Size: 3 acres
- (B) Maximum Lot Size: 10 acres
- All Other Structures: See Below
- (D) Minimum Front Yard Setback: 50 ft.
- (F) Minimum Rear Yard Setback: 50 ft.
- (G) Minimum Side Yard:
  - Principal Buildings: 20 ft. on each side
  - Accessory Buildings: 10 ft. on each side
- (H) Minimum Lot Width at Building Line: 100 ft.
- (K) Maximum Cumulative Area of All Accessory Buildings.
  - Parcels of 3- 5 acres in size 4000 sq. ft.
  - Parcels of 5-7 acres in size 5000 sq. ft.
  - Parcels of 7-10 acres in size 6000 sq. ft.

2. The building setback for side yard is 20 feet for principal and 10 feet for accessory structure. Currently its proposed that the property line is 110 (+/-) feet from the existing

buildings. It has been suggested shifting the lot line roughly 65 feet to the west. This will reduce the “flag” area and give the applicants more buildable space.



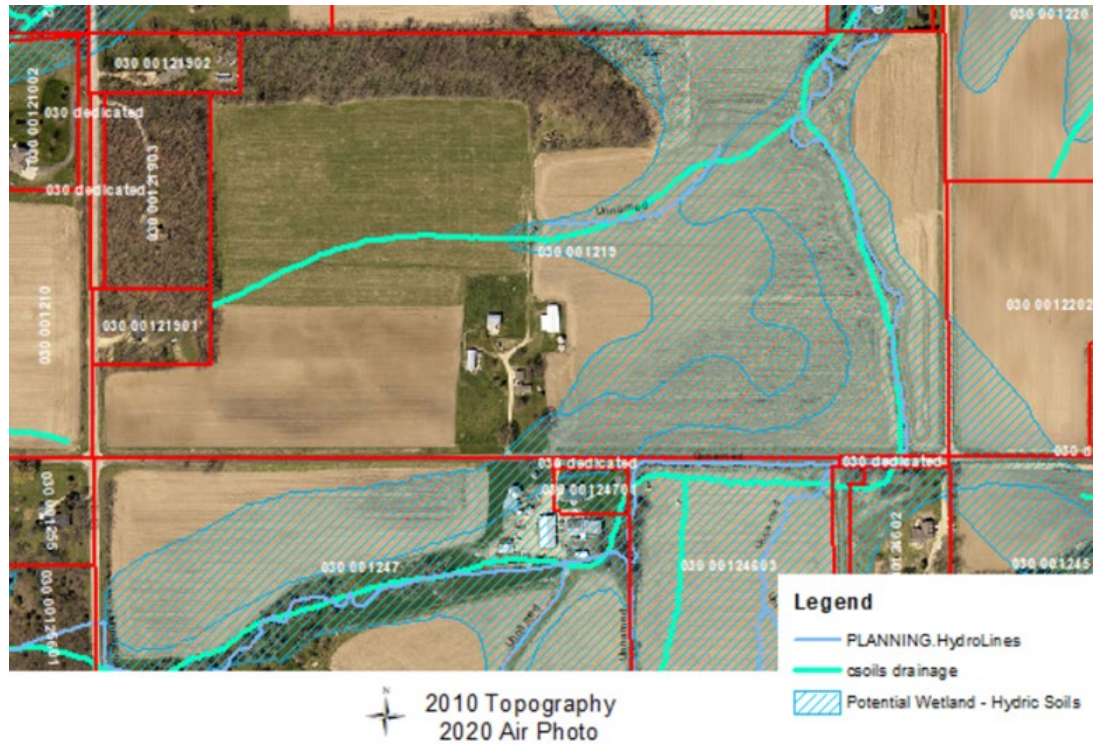
- This proposed lot is a “flag Lot”. The configuration/shape is not preferable for various reasons based on the intent and purpose and standards of the Rock County Land Division and Management Ordinance. The primary concern is the potential for "stacked" development, i.e., a structure built behind another 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 properties related to setback requirements, well and septic siting, etc. The compromise is a no build on the “flag” portion of the proposed parcel. It is the County’s understanding that the Town of Plymouth does not have restrictions on the length of driveways.



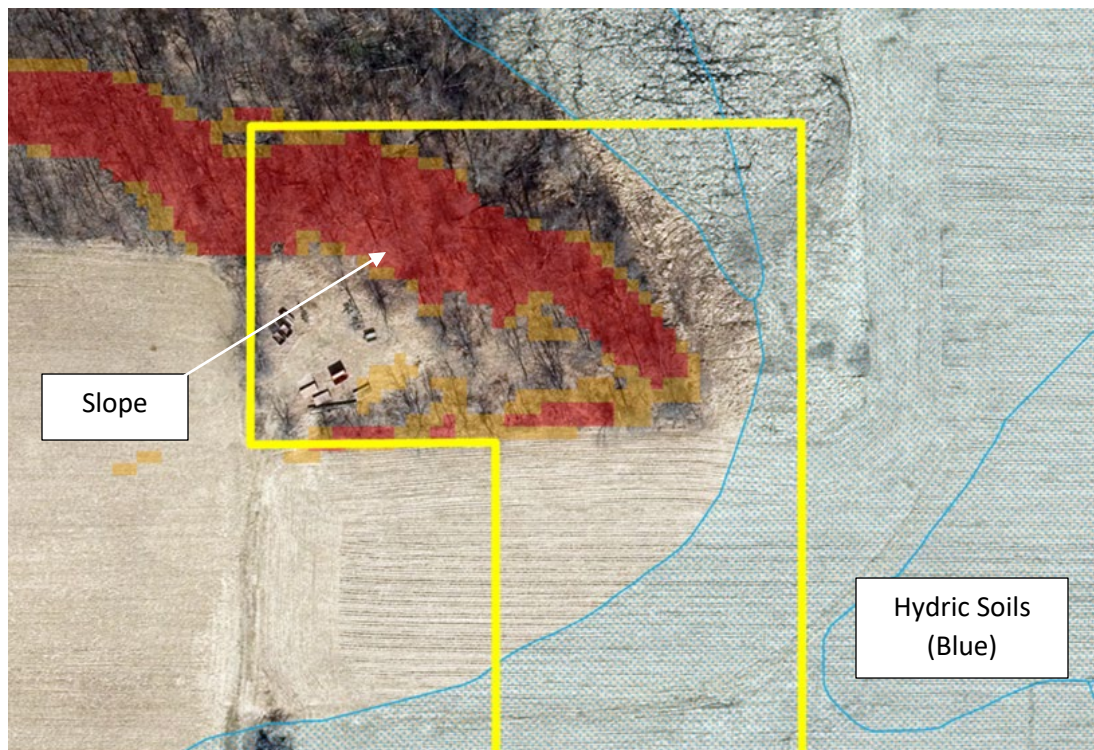
4. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
5. Note on Final CSM:
  - No buildings which produce wastewater are allowed on lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
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. Lots drawn to include slopes over 12%, utility easements, hydric soils access location, conservation easement, soil test area and building envelope. No conservation easement area shall be contained within the building envelop as depicted on the pre-planned lot.

Current ordinance states:

- a. The CSM has potential Hydric Soils located on the proposed lots. This should be noted on the CSM. Soil test should be conducted when placing the driveway and single-family home.



- b. County ordinance: Steep slopes – Lands identified with slopes sixteen percent (16%) and greater, as delineated by the Agency.



If the purpose of the CSM is to make a buildable lot, it should be shown. It should be noted that the Private Onsite Wastewater Treatment System (POWTS) cannot be installed on steep slope areas and should be taken into consideration.

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.
10. The CSM needs to meet the minimum requirements of 4.112 of the County ordinances.
  - Zoning should be verified by the Town.
  - A note about the ESA needs to be placed on the CSM.
  - Steep slopes should be shown.

**Review and possible action regarding LD 2023 008 (Fulton Township) – Harms (3 Lot CSM)**

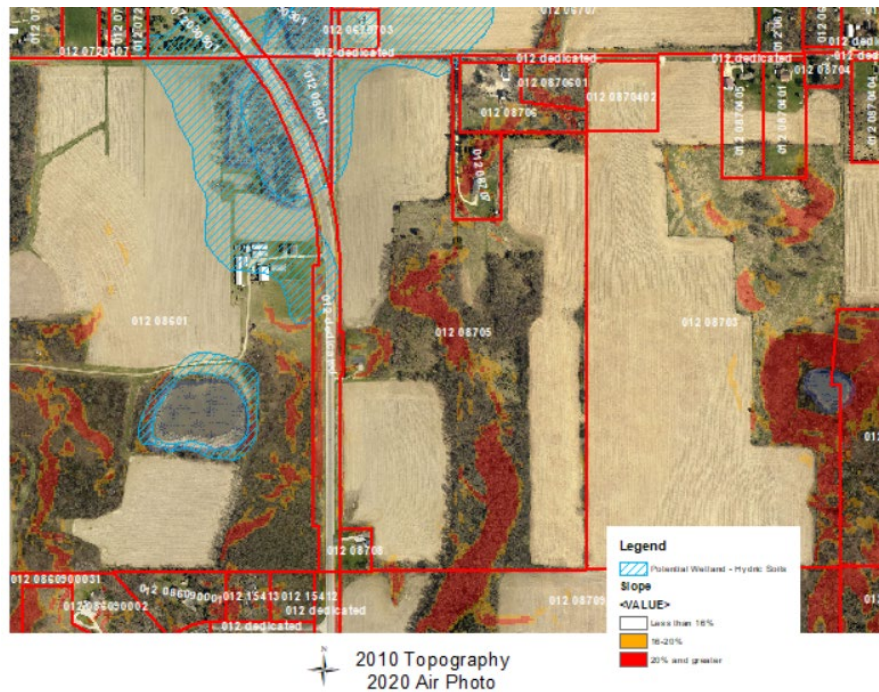
The request for the page number to be added to the Agenda for the Land Divisions to be able to follow along properly.

Motion for approval with conditions by Supervisor Sutterlin. Seconded by Supervisor Podzilni. Passed unanimously.

Minor Land Division LD 2023 008  
Parcel Number: 6-6-441, Tax ID: 012 08705  
6642 N US HWY 51 JANESVILLE, WI 53545-9656  
Town of Fulton

1. Zoning should be verified by the Town. Each lot will need to meet the minimum zoning requirements of that district. This includes the Base Farm Tract.
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 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.
  - "Lots containing 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.

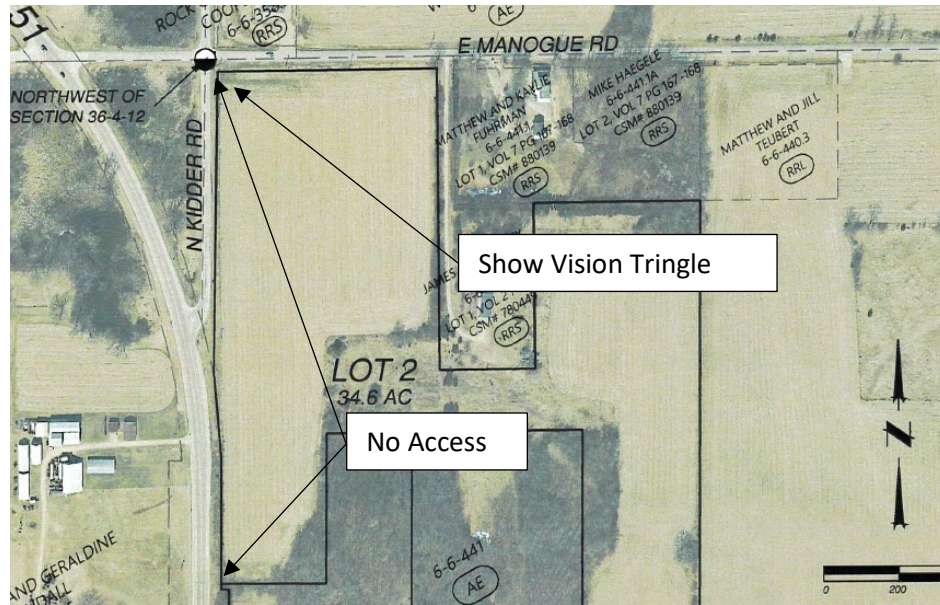
4. Dedicate of 33-foot half road right of way along E Manogue Rd at the discretion of the Town. Fulton has historically dedicated the ROW. Historically, the City of Janesville has required 40 feet in lieu of 33 feet.
5. There are potential steep slopes and hydric soils located on the property. This should be indicated on the CSM. It would be helpful for the surveyor to verify the slopes during the CSM process. It should be noted that the Private Onsite Wastewater Treatment System (POWTS) cannot be installed on slope areas.



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. Cannot be approved until access point off Highway 51 is shown on the CSM for lot 3. This could be a joint use driveway with the existing driveway or a second established driveway that needs to be approval by the WDOT prior to final approval of CSM.

No access on Lot 2 along 51 highways should be shown. Due to site distance and the intersection on Kidder rd. and Manogue rd. the lot needs to have an access point established.

Additionally, on a controlled access highway, the centerline of any entrance shall be located a minimum of 600 feet from the centerline of the nearest entrance or public road on the same side of the road as the proposed entrance. This should be shown as well.



8. This falls under the ETJ for the City of Janesville.



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.

- The lot needs to meet the minimum zoning requirements for that district. This includes base farm regulations.
- POWTS and Water are missing.
- ESA need to be shown.

### **Corporate Planning:**

#### **Establishing an Ad Hoc Committee on Passenger Rail Development**

Moved by Supervisor Podzilni, Seconded by Supervisor Stevens to get on the floor for discussion.

Director Baker brought to attention the resolution presented by Supervisor Farrell. Rick Harnish (Executive Director of High Speed Rail Alliance) submitted a letter in support of the creation of the Ad Hoc Committee. There was discussion of the railway not only going from Chicago to Madison, but possibly to Milwaukee or Minneapolis. There would need to be participation by Janesville's and Beloit's MPOs. There was a motion to form the Ad Hoc Committee moved by Supervisor Winter, Seconded by Supervisor Sutterlin.

In regard to the email from City of Janesville Staff, Supervisor Farrell recommended amendment to his resolution. The amendment would include the addition of, "Whereas, the Janesville Planning Organization (MPO) recommends the AD Hoc Committee to read the 2021 Rail Study completed by the Beloit Planning Organization and consult the Janesville and Beloit MPO before embarking on a future regional transportation initiative." Before the last "Whereas,..." on the current resolution. The change was moved by Supervisor Sutterlin, Seconded by Supervisor Podzilni. Carried unanimously.

Supervisor Stevens mentioned the possibility of a study to see the ridership of those that would take advantage of the railway. There are people that are sometimes left out of the studies (younger workers) and it would be key to retain their perspective.

James Otterstein (Economic Development Manager) mentioned studies that were done in 2012 and 2016. There is also a study to show projections to 2050 that can be used as a foundation to move forward with a decision.

Chair Sweeney expressed that it would be healthy to have a discussion on this topic to not only see the positive aspects but also the negative view. The County Board Chair would choose the committee members based on this resolution. Supervisor Winter recommended that the resolution further be amended to stipulate suggestion of particular members to the Ad Hoc Committee. Supervisor Podzilni and Chair Sweeney are railroad commissioners and were recommended to join part of the committee. The resolution has support but it was agreed that tabling until April 13, 2023 would allow additional revision by the Supervisor Farrell in consultation with others to determine proposed membership of the Committee. Motion to table until April 13, 2023 meeting by Supervisor Winter, Seconded by Supervisor Sutterlin. Carried unanimously.

**Directors Report:** None

**Committee Reports:** None

**Adjournment:** Adjournment at 9:23 am

Moved by Supervisor Podzilni, Seconded by Supervisor Sutterlin. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator