



**Planning and Development
Committee
Minutes – June 22, 2023
In Person and Via Zoom**

Call to Order: The meeting of Rock County Planning & Development Committee was called to order at 8:00 am on Thursday, June 22, 2023. Chair Sweeney presided and requested a roll call. Supervisors present in person: Sweeney, Sutterlin, Podzilni, and Winter. Supervisor present via Zoom: Stevens. QUORUM present.

Staff present: Christine Munz-Pritchard (Senior Planner), Steve Godding (Planner), and Michelle Schultz (Real Property).

Staff present via Zoom: Andrew Baker (Director) and Randolph Terronez (County Administrator)

Others Present via Zoom: David Earl (Batterman), Jeff Garde (Combs), Dayna Sarver and Kristen Fish-Peterson (Redevelopment Resources of Madison).

Adop Agenda: Agenda moved by Supervisor Podzilni, Seconded by Supervisor Sutterlin. Christine Munz-Pritchard notified the committee that point 5 A was going be removed at this time considering the town has tabled this possible action as well. ADOPTED

Approval of Minutes:

Meeting held May 25, 2023: Moved by Supervisor Winter, Seconded by Supervisor Sutterlin. ADOPTED

Citizen Participation, Communications and Announcements: None

Code Enforcement:

Review and Possible Action: Regarding LD 2023 022 (Turtle Township) – Walter (1 Lot CSM)

There are no indications from the Town that there was a concern with the recommended conditions. It is a straightforward action.

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

Minor Land Division #LD 2023 022

Parcel Number: 6-19-253, Tax ID: 038 001204

10532 S WALKER RD BELOIT, WI 53511-9729

Town of Turtle

1. Currently the property is zoned Exclusive Agricultural District (A-E) which has a minimum 35 acres. Lot 1 will need to be rezoned and meet minimum requirements for the zoning district. It is unclear if the accessory structures meet the minimum requirements for the RR zoning district. This needs to be reviewed by the Town.
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. 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 required. 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.

Review and Possible Action: Regarding LD 2023 032 (Newark Township) – Carvatt (1 Lot CSM)

A residence is a possible action on Lot 1. It would potentially need a driveway. There is to be one access control point per lot. Lot 2 already has an existing home on it. Some of the lot may be hydric soil. Lot 3 could be primarily used for agricultural purposes, but at this time it is unknown. There was a question on the definition of unplatted lands. This means that the land has not been subdivided or platted to a lot and is still in “raw form”, as explained by David Earl.

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

Minor Land Division, LD 2023 032

Parcel Number: 6-14-23.1, Tax ID: 028 001043

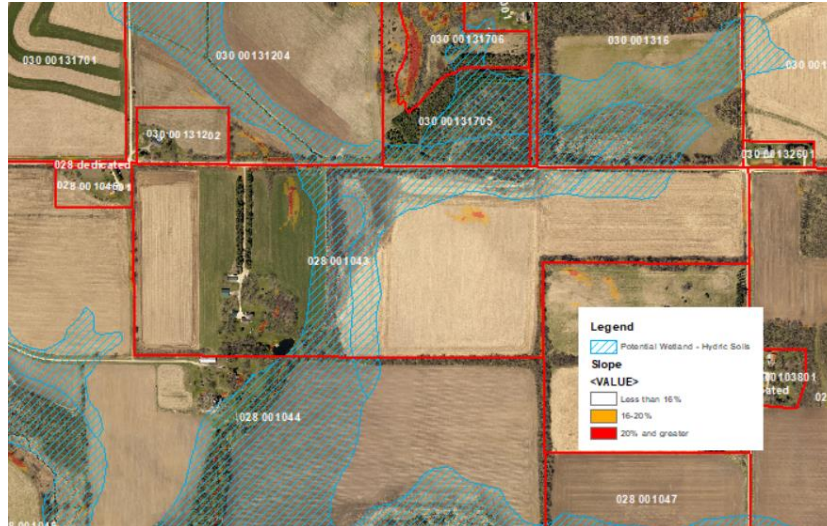
10161 W LAIRD RD BELOIT, WI 53511-8364

Town of Newark

1. Note on Final CSM
 - a. “No buildings which produce wastewater are allowed on Lot until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
 - b. “Lots 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.

My understanding is the Town of Newark requires soil testing for approval of CSMs. If this is correct, the soil testing may be placed on the CSM in lieu of the above notes.

2. Zoning should be verified by the Town of Newark. Each lot should meet the minimum requirements of the zoning district.
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. Potential Hydric Soils should be noted on the CSM.



6. Dedicate a thirty-three-foot half road right-of-way along the Road at the discretion of the Town.
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 ordinances.
 - a. Zoning should be verified by the Town.
 - b. POWTS, Wells, Soil testing, driveway and ESA need to be shown on the CSM.

Review and Possible Action: Regarding LD 2023 037 (Lima Township) – Tincher (1 Lot CSM)

There is already an existing home on the Lot, with the possible need for a driveway on the corner. No word at this time from the town regarding conditions other than it has been approved.

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

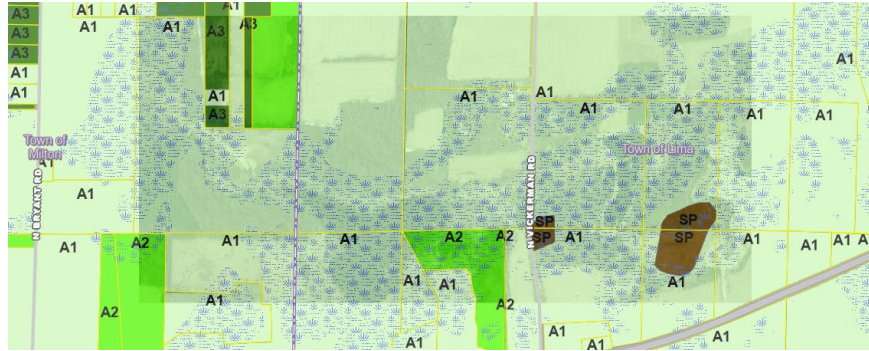
Minor Land Division, LD 2023 037

Tax ID: 022 01000902; Parcel Number: 6-11-45.2

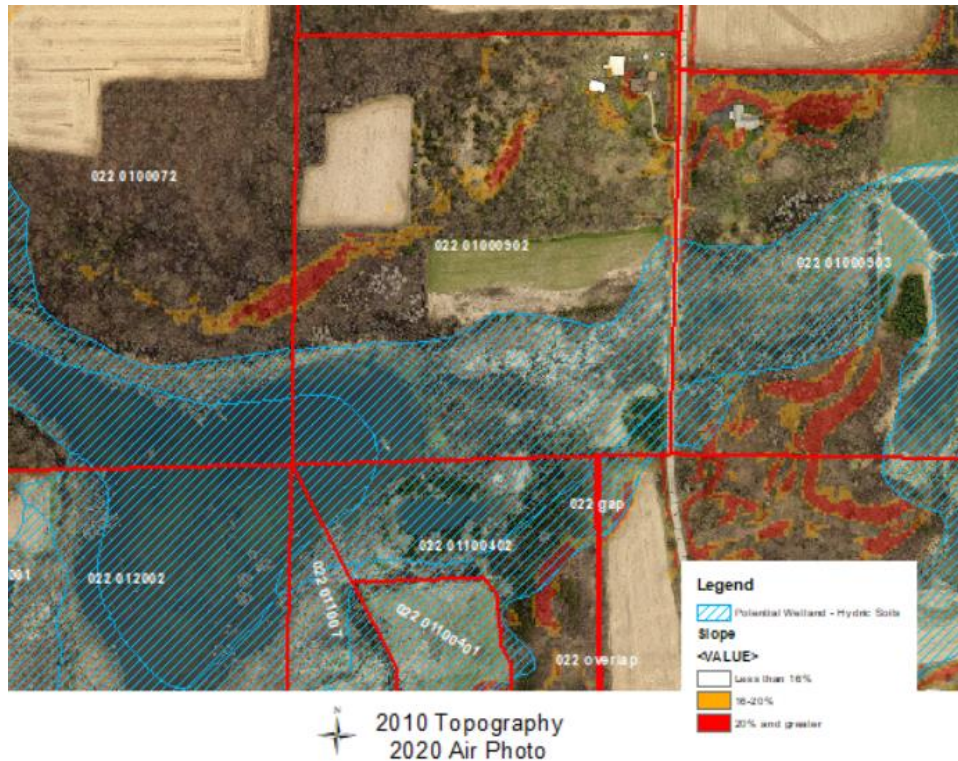
11219 N VICKERMAN RD MILTON, WI 53563-9718

Town of Lima

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 lot will need to be rezoned to meet zoning code.



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: 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.
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. There are potential hydric soils on the property, and they should be noted on the CSM.



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. Meet the minimum requirements of 4.112 preliminary land division.
 - Verify with the Town that the lots meet the minimum zoning requirements.
 - Well is missing.

Driveway should be included. Due to the location this may need a joint driveway.

Review and Possible Action: Regarding LD 2023 040 (Newark Township) – Hubanks (2 Lot CSM)

Besides the designation of Road Right of Way to the South in the 2013 CSM, there is one to the North as well. David Earl explained that the landowners currently are using a field entrance but will be submitting a driveway application to the town. The owner is a grandfather that is looking to split the lot to give a portion to his granddaughter to build a home on the hill. This location has been deemed best for septic per the perc test conducted. The Town of Newark has a 400 ft. frontage contingency in its ordinance.

There was a question if this action should be tabled depending on approval by the town first on the driveway permit. Although Newark did approve the plans as recommended by the Planner, the lot will need a variance for the driveway approval. There has been turnover in the on the

entire Town of Newark board this spring, therefore all are learning these process and sequencing thereof.

Motion for approval with conditions and that the variance is approved by the Town of Newark by Supervisor Winter, Seconded by Supervisor Sutterlin. Passed unanimously. CARRIED

Minor Land Division, LD 2023 040

Tax ID: 028 001341; Parcel Number: 6-14-200

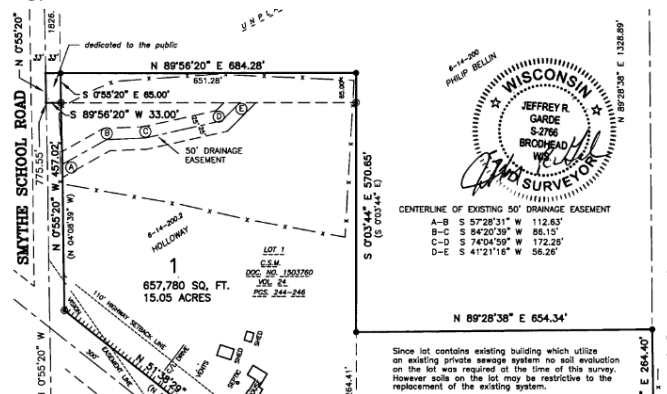
Town of Newark

1. 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”.

My understanding is the Town of Newark requires soil testing for approval of CSMs. If this is correct, the soil testing may be placed on the CSM in lieu of the above notes.

2. Zoning should be verified by the Town of Newark. Each lot should meet the minimum requirements of the zoning district.
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. It does look like the 2013 CSM to the south of this lot did dedicated the Right of Way to the public.



6. Driveway or field access should be established and located 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.
9. The CSM needs to meet the minimum requirements of 4.112 of the County ordinances.
 - Zoning should be verified by the Town.

Soil testing and driveway should be shown on the CSM.

Review and Possible Action: Regarding LD 2023 041 (Spring Valley Township) – Stockman (2 Lot CSM)

There is currently an existing home and an accessory building on the lot. Rock County does have MOA with the Town of Spring Valley. Both lots will be under 35 acres.

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

Minor Land Division, LD 2023 041

Tax ID: 036 001471 Parcel Number: 6-18-192

14733 W Speich Rd, Orfordville, WI 53576-9754

Town of Spring Valley

1. The new, smaller lot and existing lot do not meet the minimum requirements of the A-1 district and will need to be rezoned. Both lots need to meet the minimum zoning requirements of the district that it is proposed in. Below are some of the requirements.

Spring Valley Ordinance – Zoning Districts

4.5 AGRICULTURAL DISTRICT TWO (A-2)

(4) Requirements for Permitted and Conditional Uses.

Within the A-2 District the following standards shall apply:

(A) Minimum Lot Size	10 Acres
Maximum Lot Size	Not to exceed 34.99 Acres

4.6 AGRICULTURAL DISTRICT THREE (A-3)

(4) Requirements for Permitted and Conditional Uses

- | | |
|---|---------------------------|
| (A) Minimum Front Yard Setback | 50 ft |
| (B) Minimum Front Yard Setback (arterials) | 100 ft. from right-of way |
| (C) Side Yard Setback | |
| 1. Principal Buildings | 20 ft. on each side |
| 2. Accessory Buildings | 10 ft. on each side |
| (D) Minimum Rear Yard Setback | 50 ft. |
| (E) Minimum Lot Area 1 acre | |
| 1. Maximum lot coverage not to exceed 12.5% of total lot. | |

2. Animals per acre one large farm animal, twelve (12) fowl or twelve (12) rabbits per acre shall be permitted. Additional animals per acre will require a permit from the Town Board. This provision does not apply to household pets.
3. All front yard setbacks are to also refer to Section 9.1 of this Ordinance for setbacks on Federal, State and County Roads.

Rezoning Land in the Farmland Preservation Zoning District

The Town of Spring Valley may rezone land out of the farmland preservation zoning district if it meets the following in writing, in addition to following the requirements of Section 7:

1. The rezoned land is better suited for a use not allowed in the farmland preservation zoning district.
 2. The rezoning is consistent with any applicable comprehensive plan.
 3. The rezoning is substantially consistent with the County certified farmland preservation plan.
 4. The rezoning will not substantially impair or limit current or future agricultural use of other protected farmland.
2. Dedicate thirty-three feet, half road right-of-way along the road at the discretion of the Town.
 3. Utility easements are to be located on lots as requested by utility companies.
 4. This falls under the Extraterritorial Jurisdiction Area (ETJ) for the Village of Orfordville.



5. Note on Final CSM:
 - a. "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.

- b. 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 require. 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.
 - Preliminary CSM does not show the POWTS, Private well.
 - Shows that the building meet setbacks regulations.
 - Driveway and access should be shown.

Additional comments listed in recommendations.

Review and Possible Action: Regarding LD 2023 044 (Rock Township) - Miller (3 Lot CSM)

Supervisor Winter questioned, after looking at the map, if one person owned everything except a strip of land in the middle. There were two lot that are separated but owned by the same person. The lot the has the residence on it is being modified and getting smaller, whereas Lot 2 is being added to. Lot 3 will stand alone. The zoning will also need to be modified for Lot 3 to A2, it is a flood area therefore making it unbuildable. An amendment to the future use land map may need to occur. Director Baker explained that changes to the map occurred when the dam was removed. The land is close to the Rock River Floodplain and to Bass Creek. He is familiar with the land setup because the home on the lot needed the POWTS replaced, and this could not happen due to the floodplain. A holding tank needed to be installed thus it not having a septic system. The town attorney is accepting of the change in zoning. The difference between the holding tank and septic is that it circumvents leakage and needs to be previously approved by the state. It does help clean up the area.

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

Minor Land Division, LD 2023 044

Tax ID: 034 072001; Parcel Number: 6-17-247

Tax ID: 034 07200201; Parcel Number: 6-17-247AB

3107 W BASS CREEK RD BELOIT, WI 53511-9016

Town of Rock

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.

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. See requirements of 4.112 preliminary land division.
 - Zoning should be verified by the Town.
 - POWTS and Well is missing.
 - Show access points on parcel.
 - ESA/FEMA is missing.

Economic Development:

Reserving Broadband Bonding Commission Guarantee Payments for Broadband Project and Amending the 2023 Budget

Randy Terronez (County Administrator) went over the proposed Resolution. This are funds that are outside of the Planning budget. Supervisor Stevens questioned if the resolution was going to require a two-third approval from the County Board before passing. This was confirmed.

The acceptance of the resolution was moved by Supervisor Sutterlin, Seconded by Supervisor Winter. APPROVED

Broadband BEAD Planning Grant Project Bid

Discussion of the BEAD project was explained and there is a bid from the Redevelopment Resources of Madison. Dayna Sarver and Kristen Fish-Peterson (Redevelopment Resources of Madison) were present via zoom should any of the Supervisors have questions. Based on the amount that is proposed, there only needed to be approval from the Planning Committee and not the County Board. Allocation of funds would be only pulled from the BEAD Grant.

The acceptance of the bid was moved by Supervisor Sutterlin, Seconded by Supervisor Winter. APPROVED

Finance:

Review of May Payments

There was only a question about the payment to the University of Wisconsin Systems in the amount of \$75,000.00. This is a payment that is not within the Planning budget but paid by grant funds. It is a contracted service with Rock County for the Small Business and Nonprofit Grant program which utilizes ARPA funds.

Director's Report:

Director Baker explained how he was working on the budget for 2024. There would be additional details in the following meetings. The budget for next year should not be too much different, although he did note a 0% tax levy increase.

Committee Reports: None

Adjournment: Adjournment at 8:54 am

Moved by Supervisor Sutterlin, Seconded by Supervisor Podzilni. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.