



**Planning and Development
Committee
Minutes – July 13, 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, July 13, 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: Andrew Baker (Director), Christine Munz-Pritchard (Senior Planner), James Otterstein (Economic Development Manager), and Michelle Schultz (Real Property).

Staff present via Zoom: Steve Godding (Planner)

Others Present via Zoom: David Earl (Batterman) and Jeff Garde (Combs).

Adopt Agenda: Agenda moved by Supervisor Winter, Seconded by Supervisor Podzilni. Director Baker notified the committee that point 5A was going to be removed from the agenda at this time considering that Johnstown has not approved the possible action. ADOPTED

Approval of Minutes:

Meeting held June 22, 2023: Moved by Supervisor Sutterlin, Seconded by Supervisor Winter. ADOPTED

Citizen Participation, Communications and Announcements:

Supervisor Winter wondered why Code Enforcement 5A has been struck from the agenda for the past few meetings. It was explained this possible action involves a utility substation and an existing easement. The Town of Johnstown is working through the zoning related requirements.

Code Enforcement:

Review and Possible Action: Regarding LD 2023 051 (Union Township) – Tennyson Farms LLC (2 Lot CSM)

Supervisor Winter wondered if Lot 2 was sold, if the owners could potential try to build a house. Now, the land is classified as Farm Agricultural even though it does look like it could be Commercial. Jeff Garde (Combs) explained that the zoning on the smaller lot changed with town approval. There is access of the road to the South, which is a local road (rather than access on Hwy 14). The town has approved the recommendations of the planner for the proposed action.

5. All access points should be shown. Access off of Highway 14 falls under the DOT

jurisdiction and should be noted on the CSM. A joint driveway should be considered by the Town of Union and placed on the 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. Prior to any construction on lot 2 the lot will need to follow Chapter 19 Town of Union adoption of Rock County Stormwater management ordinance (Chapter 28). At this juncture, the lot appears too not be buildable. A note should be placed on the CSM that reads: Prior to development a wetland delineation may be required on lot 2 per the Town of Union and Rock County Ordinance.



8. Dedicate of half of the road right of way 33-feet along the road at the discretion of the Town of Union.
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. The CSM needs to meet the minimum requirements of 4.112 of the County ordinances.

- Zoning should be verified by the Town.
- There is standing water that is missing from the CSM.

Review and Possible Action: Regarding LD 2023 052 (Beloit Township) – Pankhurst (2 Lot CSM)

Changes and proposed plan have been approved by the Town and the City of Beloit alike. There was a question as to who owned the drainage easement which was noted on the original CSM dating back to 1999. Effectively the easement is tied to title of the property since it is on the CSM. Technically it falls under the extraterritorial because it is within the 3 miles of the City Limits of Beloit. Smaller towns only require the distance to be 1.5 miles within their jurisdiction.

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

LD 2023 052

Tax ID: 004 019013; Parcel Number: 6-2-225

1947 S PADDOCK RD BELOIT, WI 53511-8404

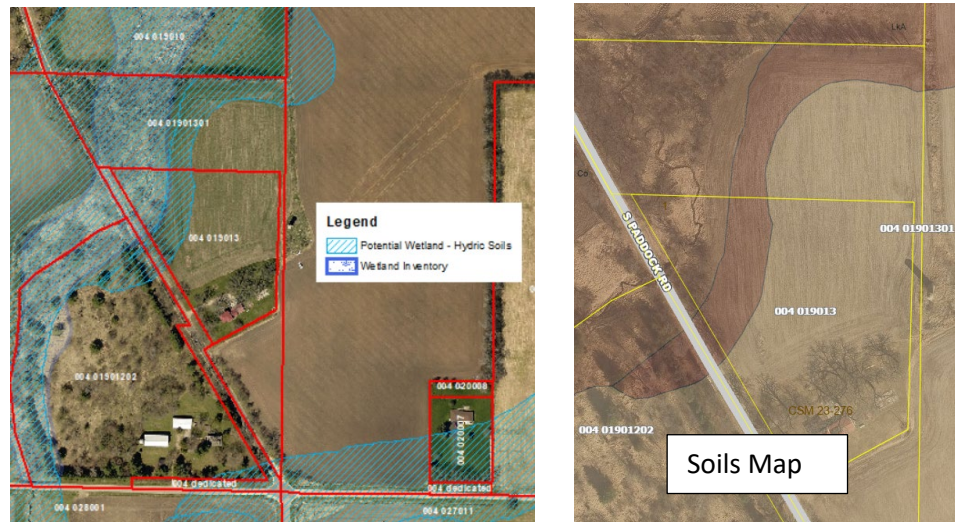
Town of Beloit

1. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. Zoning should be verified by the Town. It is currently zoned A2: General Agricultural District. The proposed lot needs to meet the minimum requirements of that zoning district.



3. Prior to any construction on lot 1 the lot will need to follow Chapter VII Erosion Stormwater Management for the Town of Beloit and the Shoreland Overlay district from Rock County. At this juncture, the lot appears too not be buildable. If the intent is to develop a lot the wetland delineation should be done prior to approval of the CSM with the information provided on the CSM. Additionally, a note should be placed on the CSM

that reads: Prior to development a wetland delineation may be required on lot 1 per the Town of Beloit and Rock County Ordinance.



4. Note on Final CSM:

- a. "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.
 - b. "No buildings which produce wastewater are allowed on Lot 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
5. This lot falls under the extraterritorial jurisdiction (ETJ) with the City of Beloit. The City may require additional approval.



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. The CSM needs to meet the minimum requirements of 4.112 of the County ordinances.

Review and Possible Action: Regarding LD 2023 054 (Johnstown Township) – Cullen Estate (2 Lot CSM)

This property is having 61 and 67 acres divided with the purpose of settling an estate. Much of the farmland will be sold to the operators of the dairy farm on the east side. There is also a tree line and fence creating a division between the properties. They would like to keep the tillable soils together and the farmland properties together as well.

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

LD 2023 054

Tax ID: 018 00104503; Parcel Number: 6-9-45.2

5541 N COUNTY RD KK MILTON, WI 53563-9700

Tax ID: 018 001045021; Parcel Number: 6-9-45.1B

Town of Johnstown

1. Zoning should be verified by the Town. This includes both the proposed lot and the parent parcel. Existing building need to meet the minimum setback requirements.



2. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. If land disturbance associated with the construction of a driveway that 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”.
 - 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.
5. Dedicate a 33-foot half road right-of-way along the roadway at the discretion of the town.
6. There are potential Hydric Soils located in the area. A note should be placed on the Plat of Survey that reads: Prior to development a wetland delineation may be required on Parcels per the Rock County Ordinance.



7. A no build should be placed on the “flag lot”.

8. The access control along N. County Road KK is under the jurisdiction of Rock County. Any access points should be documented on the Plat of Survey and 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 division.
 - POWTS, and well is missing.
 - The lot needs to meet the minimum zoning requirements for that district.

ADDITIONALLY: The follow is needed for a Plat of Survey:

1. The new lot line is staked by a land surveyor.
2. The Plat of Survey, noting the deed restriction described below, is approved by the P&D Agency and filed with the County Surveyor. The deed for this transfer shall be recorded in the Rock County Register of Deeds Office with a deed restriction permanently prohibiting the grantee and all successors in interest from conveying the sold or transferred land separately from the adjacent lot(s) owned by the grantee. A draft of the deed shall be provided for review prior to final approval of the land division (not necessary if a CSM for the entire new lot will be recorded).
3. The Plat of Survey includes a statement signed by the Rock County Treasurer as follows: I hereby certify that the property taxes on the parent lot are current and have been paid as of _____, 20__.
4. The Final survey document shall be recorded (for a CSM) or filed (for a Plat of Survey) within six months of the date of final signature of approval by the P&D Agency. The necessary deeds shall also be recorded within six months of final approval.

Economic Development:

First Quarter Rock Ready Index

Mr. Otterstein reviewed the Q1 2023 Rock Ready Index, a quarterly dashboard report that is compiled and distributed by the Agency. Various statistical references, trends and observations were woven into his remarks. He also highlighted, as well as responded to questions regarding specific economic and workforce development projects throughout the County – and region too. There was discussion. Since it was an information item, there was no Committee action.

Finance:

Review of June Payments

For the month of June there were standard payments, for supplies and a workshop. The 911 Next Generation Grant has been pre-approved through a resolution.

Director's Report:

Director Baker discussed the 208 water quality plan for the City of Janesville and how it is to be updated. The prior plan dates to 1999, so the new plan will be quite comprehensive.

The Farmland Preservation plan is set to end in 2024 as it expires throughout all the towns.

The newest member to the Housing Authority Committee, Katie Udell, was at her first meeting this week. Even though County Board only meets once in July, Andrew asked that the committee plan to have the normal on July 27, 2023 to discuss briefly budgetary matters and any land divisions. The Land Conservation and Planning and Development Budget Meeting with administration has been set for August 8, 2023.

Committee Reports:

It was requested that report be given to P&D from the members that are also on the AD Hoc Rail Committee meeting. There are to be 7 members in this group and a chair has not been chosen yet.

Adjournment: Adjournment at 8:59 am

Moved by Supervisor Sutterlin, Seconded by Supervisor Podzilni. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.