



**Planning and Development
Committee
Minutes – September 28, 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, September 28, 2023. Chair Sweeney presided and requested a roll call. Supervisors present in person: Sutterlin and Winter. Supervisors present via Zoom: Stevens QUORUM present.

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

Staff present via Zoom: Jennifer Borlick (GIS Manager).

Others Present via Zoom: Jeff Garde (Combs)

Adopt Agenda: Agenda moved by Supervisor Sutterlin. Seconded by Supervisor Winter. ADOPTED

Approval of Minutes:

Meeting held September 14, 2023: Moved by Supervisor Sutterlin, Seconded by Supervisor Winter. ADOPTED

Citizen Participation, Communications and Announcements:

Discussed the resignation of Supervisors Podzilni and Farrell.

Code Enforcement:

Review and Possible Action: Regarding LD 2023 050 (Union Township) – Union Farms LLC (1 Lot CSM)

There was discussion from Jeff Garde (Combs) as to how the Town has approved the plans as is. The location is in an area of rolling hills. There are no houses on the lot as of the present time. Supervisor Winter questioned about approving as a “good decision” to not have the new lot in the corner of the property, put rather leaving a few hundred foot space between the new long and parent parcel boundary. Per policy/past practice it was explained that the Committee has generally followed the Town’s recommendations on lot siting decisions unless a direct conflict with County Ordinance. This apparently is not the latter.. There is the possibility that there would be future land division to west. Between this lot and the parcel lot boundary.

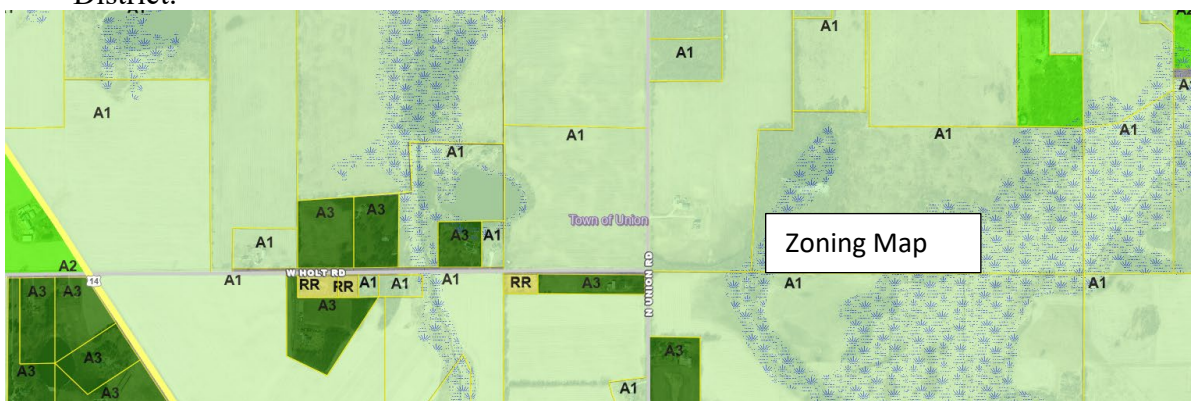
Motion for approval with conditions by Supervisor Stevens, Seconded by Chair Sweeney. Vote 3-1. Supervisor Winter voted “no” due to not agreeing with the recommended location as approved by the Town. CARRIED.

LD 2023 050

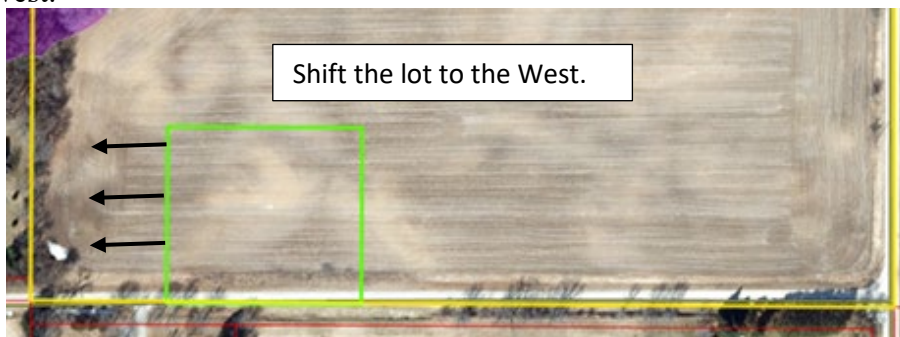
Tax ID: 040 0030040104; Parcel Number: 6-20-15.4

Town of Union

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 A1: Exclusive Agriculture District.



3. Historically, the Town of Union has encouraged applicant to locate the parcel in a spot that minimizes disruption to the agriculture lands. The request is to shift the parcel to the west.



4. 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." It should also be noted that there are potential hydric soils on the location.
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. Dedicate of half of the road right of way 33-feet along the road at the discretion of the Town of Union.
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 070 (Rock Township) – Connell (1 Lot CSM)

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

Minor Land Division #LD 2023 070

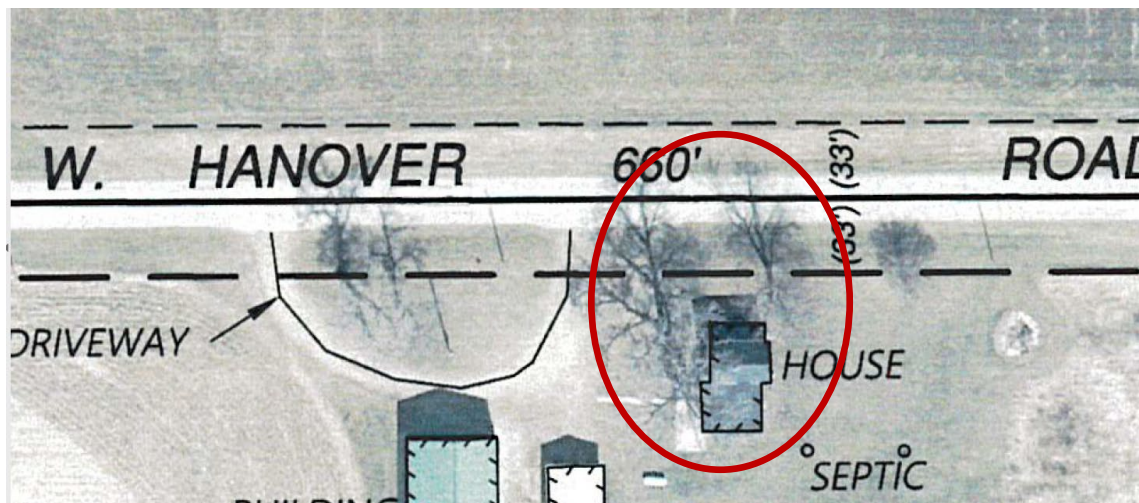
Tax ID: 034 013008; Parcel Number: 6-17-52

4517 W HANOVER RD, JANESVILLE, WI 53548-9205

Tax ID: 034 011001; Parcel Number: 6-17-36

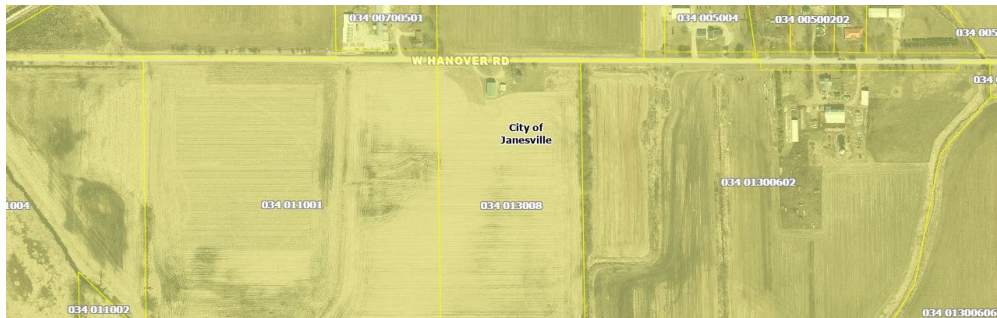
Town of Rock

1. Verify the zoning with the Town of Rock. The minimum requirements of this district need to be met or the property should be re-zoned. The current home is most likely an existing nonconforming structure and does not meet the front yard setback. This distance from the property line to the nonconforming structure should be shown on the CSM.



2. Existing easements shall be shown, and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).

3. This lot falls under extraterritorial jurisdiction with the City of Janesville.



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. The remainder of the parent parcel needs to be deeded to the property located to the west or needs to be added to the CSM as an outlot.
6. Note on Final CSM:
 - a. “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.
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.
 - a. Show the existing nonconforming structure.

Review and Possible Action: Regarding LD 2023 077 (Plymouth Township) – Zimmerman (1 Lot CSM)

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

LD 2023 077

Tax ID: 030 001191; Parcel Number: 6-15-193

Tax ID: 030 001202; Parcel Number: 6-15-205

10537 W ORFORDVILLE HANOVER

Town of Plymouth

1. Verify the zoning with the Town of Plymouth. There are currently two different zoning districts located on the lot, with the C1: Lowland Conservancy Overlay District.



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 lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
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. 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.



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. The CSM needs to meet the minimum requirements of 4.112 of the County ordinances.
 - a. Zoning should be verified by the Town.
 - b. ESA should be shown.

Amending 4.205 of the Rock County Code of Ordinances (Zoning of Shorelands – Minimum Lot Size and Setbacks)

The amendment is changing rear yard setback requirements for accessory structures under a certain size. Doing so would be more consistent with Town Ordinances.

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

EXECUTIVE SUMMARY

Amending 4.205 of the Rock County Code of Ordinances
(Zoning of Shorelands – Minimum Lot Size and Setbacks)

This is an amendment to the Rock County Shoreland Zoning Ordinance 4.205, minimum lot size and setbacks. The primary purpose of the proposed amendment to the ordinance is add a provision for accessory structures of 800 feet or less, reducing the minimum setback to 5 feet in sewered lots, and 10 feet in unsewered lots. Doing so maintains the purpose and intent of the ordinance while also aligning more consistently with Town Zoning Ordinances and recent applications for variances from the Rock County Board of Adjustment. The size threshold is based on the approximate size of a standard two-car garage.

Director's Report:

The Amending 4.205 of the Rock County Code of Ordinances (Zoning of Shorelands – Minimum Lot Size and Setbacks) is set to be on the agenda for tonight's County Board Meeting. Josh Smith (County Administrator) is set to discuss the budget at the October 12, 2023, meeting. Once confirmed, the results will be discussed with the Committee. There will also be the announcement of the proposed changes to the fee schedule, and the possibility of putting a cap on the Land Division fee depending on the amount of lots involved.

Committee Reports: None

Adjournment: Adjournment at 8:37 A.M.

Moved by Supervisor Winter, Seconded by Supervisor Sutterlin. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.