



**Planning and Development
Committee**

**Minutes – January 25, 2024
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, January 25, 2024. Chair Sweeney presided and requested a roll call. Supervisor present in person: Sutterlin. Supervisor present via Zoom: Stevens, Winter, and Tillman. QUORUM present.

Staff present: Andrew Baker (Director), Christine Munz-Pritchard (Senior Planner), Michelle Schultz (Real Property), and James Otterstein (Economic Development Manager).

Staff present via Zoom: Jennifer Borlick (GIS Manager) and Steve Godding (Planner).

Others present via Zoom: Jeff Garde (Combs), David Earl (Batterman), and Todd Mandel (WPHD).

Adopt Agenda: Change to move item 6A prior to item 5 due to scheduling. Agenda moved as amended by Supervisor Sutterlin. Seconded by Supervisor Tillman. ADOPTED

Approval of Minutes:

Meeting held January 11: Moved by Supervisor Sutterlin, Seconded by Supervisor Stevens. ADOPTED

Citizen Participation, Communications and Announcements:

Statement of support for the Evansville Soybean Oilseed Processing and Refinery (Item 7) submitted.

Community Development:

Todd Mandel (WPHD) presented this request, and it is like the prior requested that was brought before the Committee. There may be more requests like this in the future. CDBG funds are going to be used to deal with lead paint that is to be remediated on the property. This home belongs to an elderly couple. The cap on the disbursement is \$35,000 without needing approval from the Planning Committee. It is recommended by staff. Supervisor Sutterlin asked about and if there are lead pipes on the property. The response was that there was no indication of that at this time, but it would be part of the scope to be checked into by a contractor.

Motion for approval to waive the cap amount by Supervisor Sutterlin, Seconded by Supervisor Winter. Passed unanimously. CARRIED

Code Enforcement:

Review and Possible Action Regarding a Proposed Amendment of “Flag Lot” Standards in the Land Division and Management Ordinance and Interim Policy

Flag lots are seen by the Committee a few times a year. It is normally discouraged by the County Ordinance to avoid stacking of properties. This can cause confusion from emergency responders when they are trying to find an address. Not many of the vehicle use the GPS “dots” to locate a property, but instead rely on the address signs. This issue has been discussed at length with the Planning staff. The Board of Adjustment is the only group that has the authority to modify the county ordinance requirements. Currently there is a minimum requirement of 100 feet for the width and this is recommended to be reduced to 66 feet. Dane County uses this as the required width. This would mean lesser frontage to accommodate a public road should one be sought after later. At this time, it has not been brought before the towns, because not all towns have land division regulations, but it would be recommended to adopt across the board. The last time any revisions were completed was 10 years ago, there is a goal to begin revising the ordinance before Spring 2024. This requirement would be applicable to land with existing structures and structures with POWTS.

Christine Munz-Pritchard (Senior Planner) does not agree with reducing the 100 feet. Each town would need to enforce their ordinances and requirements. In past proposals, the towns have been able to work with the county on this matter. It would need to be consistent with all towns as far as enforcing this requirement. It would be recommended to bring it before the Board of Adjustment.

Supervisor Sutterlin is in favor of an overall revision of the land division requirements and feels no need to rush. Chair Sweeney agrees with Supervisor Sutterlin commenting that it could open more cases up to dispute this requirement. Supervisor Winter expressed the same concern and feels that changes should not be made just for one case. Supervisor Stevens questioned if there would be a meeting with all the towns to discuss. There would be a public hearing where towns members and residents could express their qualms or support. Supervisor Tillman expressed no support at this time for the sudden revision.

The various surveyors were part of the discussion. Jeff Garde and Ryan Combs (Combs) are behind this suggested change and voiced that this was not a one-time occurrence. Kristin Belongia (Batterman) additionally supports this modification.

Motion to direct staff to start discussions with the towns on overall amendments to the land division ordinance, possibly including a workshop by Chair Sweeney, Seconded by Supervisor Sutterlin. Passed unanimously. CARRIED

Review and Possible Action Regarding LD 2023 092 (Union Township) – Shotliff (1 Lot CSM)

The options were to either table for future consideration or to approve with conditions as they are set to meet county ordinance standards regarding minimum lot width. Ryan Combs (Combs) is dealing with the resident who plans on selling the house and minimal acreage. The current owners plan on continuing farming the remaining land area.

Motion to not approve at this time as presented and bring back should it meet county ordinance standards by Supervisor Winter, Seconded by Supervisor Sutterlin. Passed 4 - 1. CARRIED

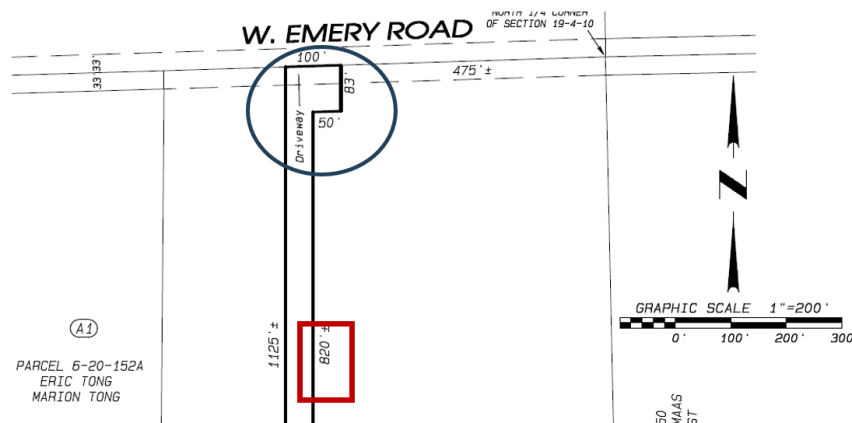
LD 2023 092

Tax ID: 040 029003; Parcel Number: 6-20-152

18235 W EMERY RD EVANSVILLE, WI 53536-9227

Town of Union

Lot 1 is by definition a "Flag lot" per County Ordinance. The maximum "pole" length is 250 feet. The proposed "pole" is 820 feet in length. Also, minimum lot with required is 100 feet for the length of the "pole." Per the County ordinance, this is not a permitted land division. The "pole" shall maintain a minimum width of one hundred (100) feet for all lots without access to a connection to a public sanitary sewer system.



Review and Possible Action Regarding LD 2023 094 (Harmony Township) – Fena (2 Lot CSM)

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

Minor Land Division LD 2023 094

Tax ID: 014 0050032; Parcel Number: 6-7-18B

Tax ID: 014 005003; Parcel Number: 6-7-18

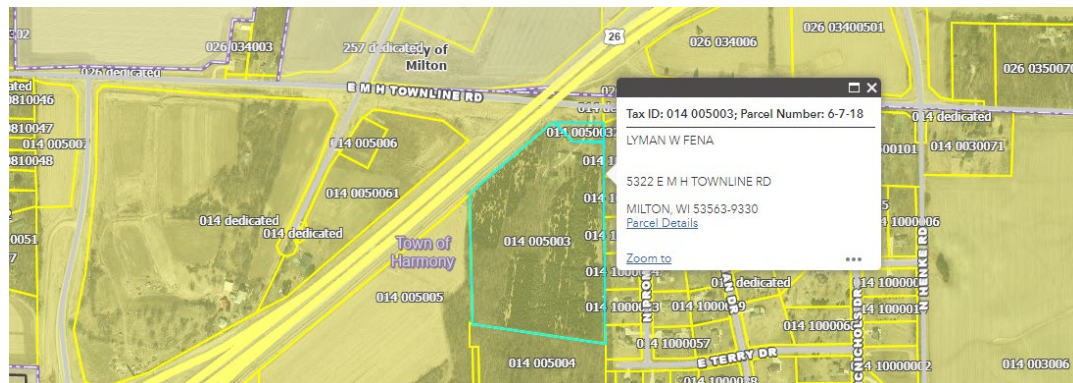
5322 E M H TOWNLINE RD, MILTON, WI 53563-9330

Town of Harmony

1. Verify the zoning with the Town of Harmony. The minimum requirements of the zoning district need to be met.



2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable). This includes the joint use easement that should include access to the rear of the lot.
3. 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 Lots until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
4. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Milton.



5. 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.
6. The Wisconsin DOT controls the access on State Road 26. This area should be shown as a "No Access".

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 the table below per the 4.112 Preliminary Land Division requirements.
 - . The lot needs to meet the minimum zoning requirements for that district.
 - a. POWTS and well are missing.

Economic Development:

Supporting the Evansville Soybean Oilseed Processing and Refinery Project

James Otterstein (Economic Development Manager) motioned that there is an overwhelming amount of support for this proposed project. Concerns by some residents were expressed during the initial project meeting. The refinery is to be to create vegetable oil. This is not going to be used for petroleum-based fuel. There is a possibility of aggregating bi-products to the executive summary.

Motion for approval with support for the resolution by Supervisor Sutterlin, Seconded by Supervisor Winter. Passed unanimously. CARRIED

Director's Report:

Semi Annual Report – Attendance at Conventions/Conferences for P&D, Land Records and Real Property

No comments for Planning. Land Records did have an affirmative response due to the conference in San Diego. Airfare was reported to have gone down from last year.

Committee Reports: None

Adjournment: Adjournment at 9:14 A.M.

Moved by Supervisor Sutterlin, Seconded by Supervisor Stevens. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator