



**Planning and Development
Committee
Minutes – September 12, 2024
In Person and Via Zoom**

Call to Order: The meeting of Rock County Planning & Development Committee was called to order by Chair Sutterlin at 8:00 AM on Thursday, September 12, 2024. Request for roll call was taken by Director Baker. Supervisors present in person: Chair Sutterlin, Cullen, Boehlke, and Wilson. Supervisor present via ZOOM: Rashkin. QUORUM present.

Staff present: Steven Godding (Senior Planner), Andrew Baker (Director), Jennifer Borlick (GIS Manager), Michelle Schultz (Real Property Lister), Rachel Sarow (Planner), and James Otterstein (Economic Development Manager).

Others present via ZOOM: Jeff Garde (Combs) and Sue Ryan (Rock County Supervisor).

Adopt Agenda: Agenda moved by Supervisor Wilson, Seconded by Supervisor Cullen.
ADOPTED

Approval of Minutes:

Meeting held August 8: Moved by Supervisor Cullen, Seconded by Supervisor Boehlke.
ADOPTED

Citizen Participation, Communications and Announcements: None

Code Enforcement:

Review and Possible Action Regarding LD 2024 044 (Newark Township) – Gaffney (1 Lot CSM)

Discussion carried out by Steven Godding. The owners plan on building a new home near the Creek, but outside any environmental areas. Racoon Creek is impounded in this area because it is upstream of the dam at Beckman Mill Park

Motion for approval of action item with conditions by Supervisor Cullen, Seconded by Supervisor Rashkin. Passed unanimously. CARRIED

Rock County Land Division LD 2024 044

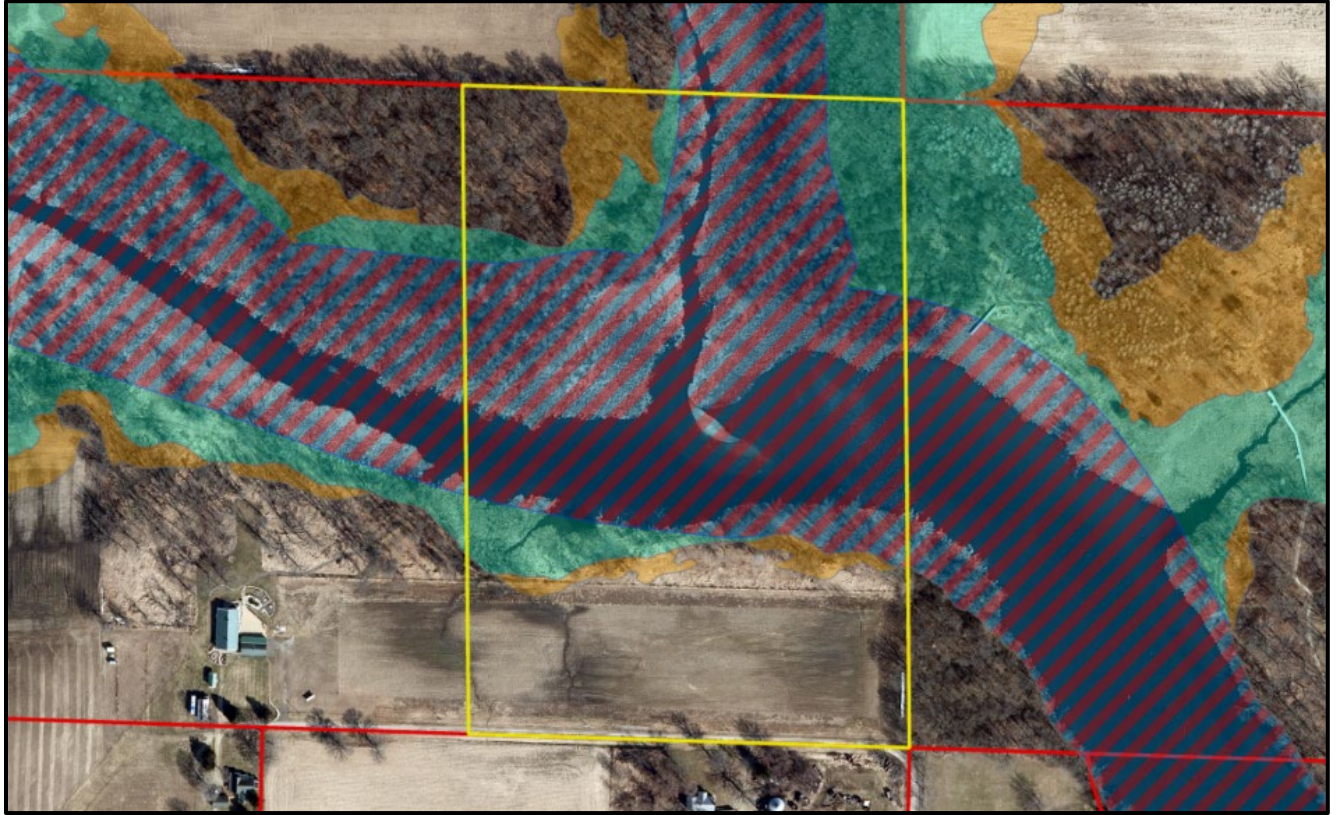
Tax ID/Parcel #: 028 001400 / 6-14-226

Town: Newark

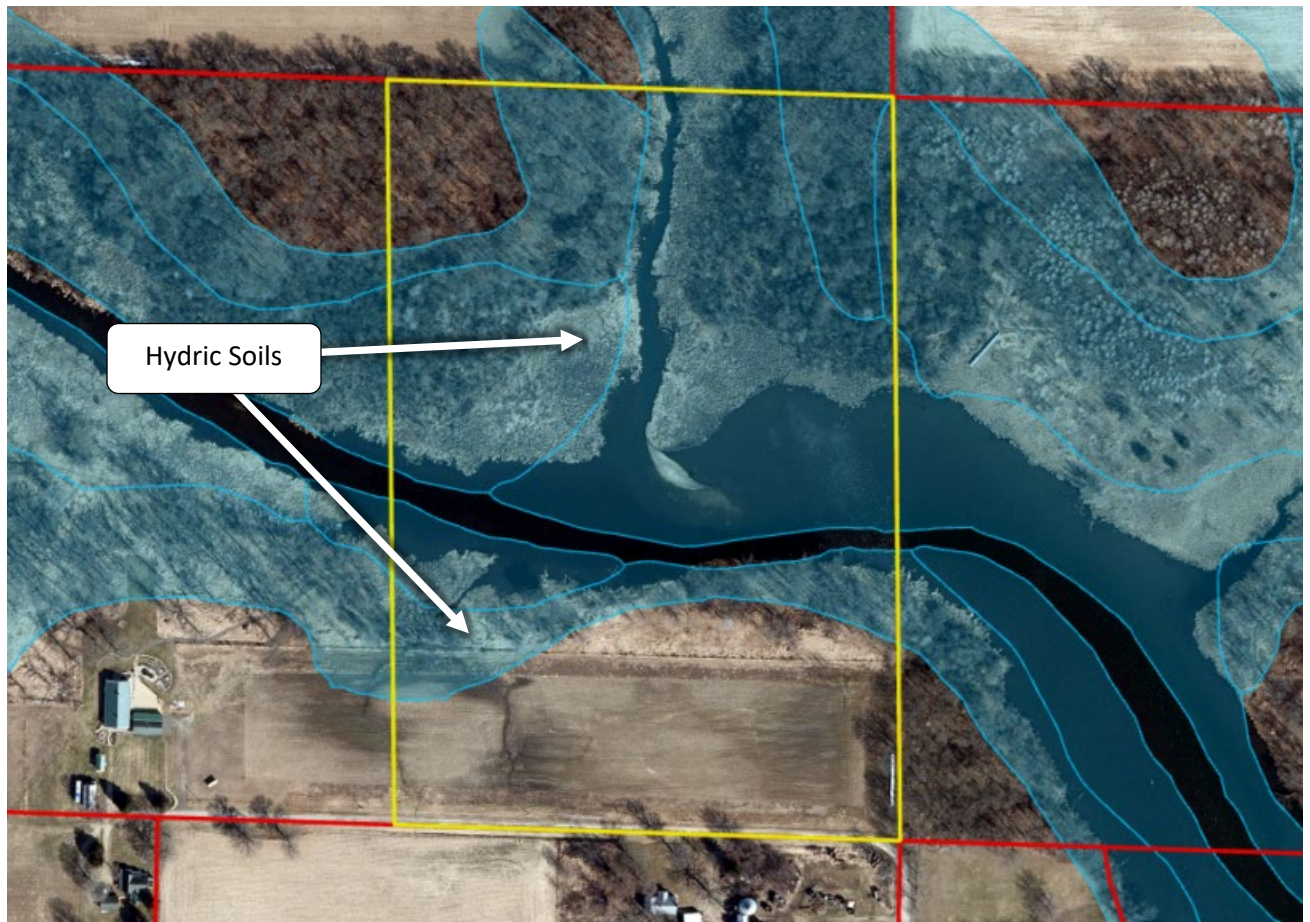
Recommendations:

The following conditions are subject to approval of the Minor Land Division in the Town of Newark.

1. There is FEMA designated floodplain located on the majority of the proposed Lot 1 which should be shown on the final certified survey map.



2. There are hydric soils (blue) present on the proposed lot. A note should be placed on the Certified Survey Map that reads: Prior to development, a wetland delineation may be required on parcels per Rock County Ordinance.



3. Existing easements shall be shown, and proposed utility easements(s) shall be placed on the lots as requested by the utilitie companies (where applicable).
4. 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.
5. 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.
6. Dedicate a 33-foot half road right-of-way along the roadway 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 ordinance.

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Zoning should be verified by the Town.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	Meets minimum requirements.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	Add FEMA Floodplain and Hydric Soils to CSM.
The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A

A scale, north arrow, and date of creation;	Meets Minimum requirements.
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	

Review and Possible Action Regarding LD 2024 045 (Johnstown Township) – Johnson (1 Lot CSM)

Discussion carried out by Steven Godding.

Motion for approval of action item with conditions by Supervisor Wilson, Seconded by Supervisor Cullen. Passed unanimously. CARRIED

Rock County Land Division LD 2024 045

Tax ID/Parcel #: 018 001185 / 6-9-185 & 018 001222 / 6-9-222

Town: Johnstown

Recommendations:

The following conditions are subject to approval of the Minor Land Division in the Town of Johnstown .

1. Zoning should be verified by the Town. This includes both the proposed lots and the remaining parent parcel.

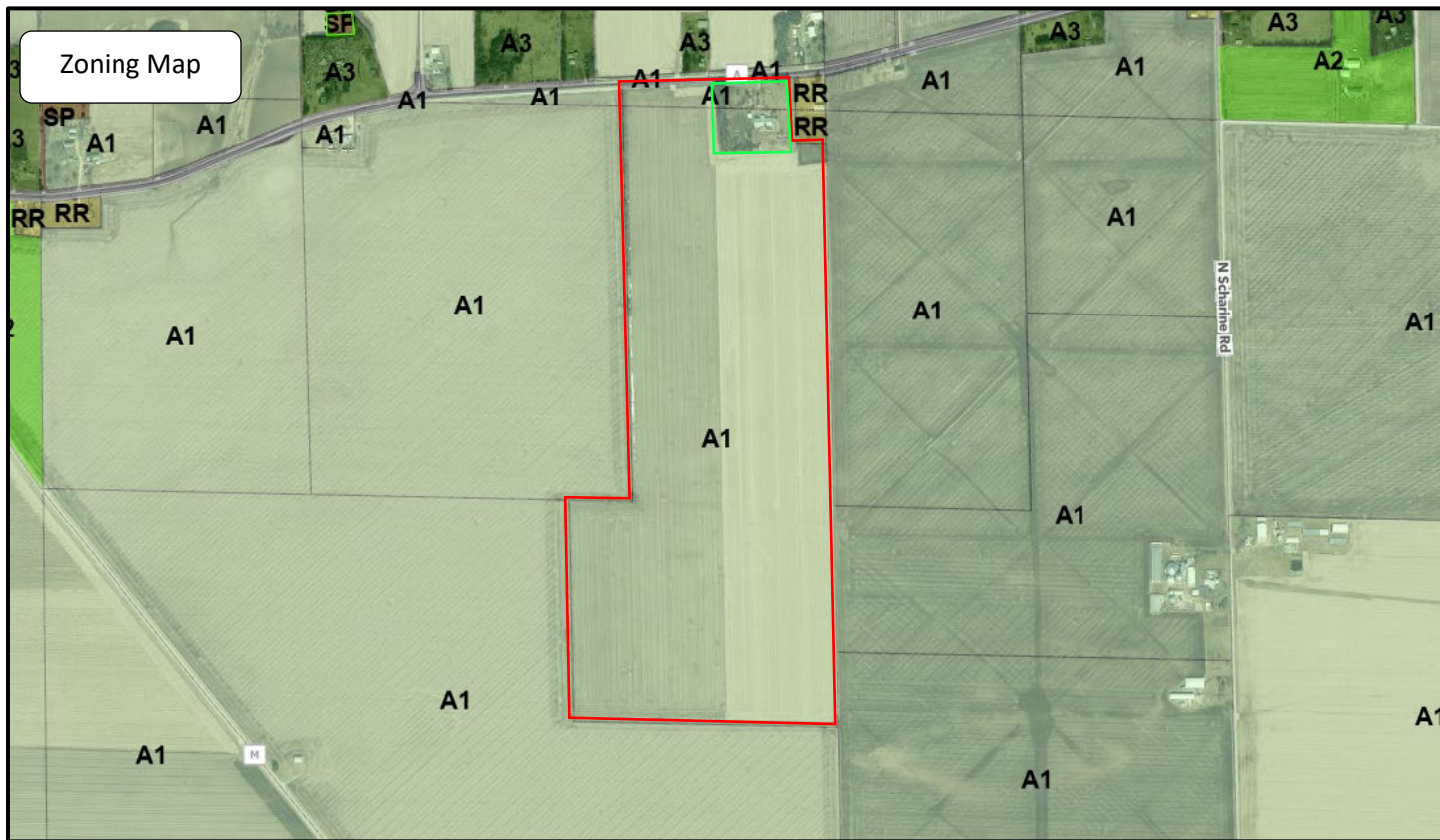
Zoning for the proposed lots should be verified by the Town. Proposed Lot 1 is to be rezoned to A-2. Parent parcel 6-9-185 will need to be rezoned

Per Wisconsin Statute 91.48 there are requirements for rezoning parcels out of a Farmland Preservation Zoning district. Findings under this section are reported to DATCP and are key to maintaining certification for the Farmland Preservation Program. Failure to maintain certification will result in other landowners being unable to claim tax credits.

91.48 Rezoning of land out of a farmland preservation zoning district.

- (1) A political subdivision with a certified farmland preservation zoning ordinance may rezone land out of a farmland preservation zoning district without having the rezoning certified under s. 91.36, if the political subdivision finds all of the following, after public hearing:
 - (a) The land is better suited for a use not allowed in the farmland preservation zoning district.
 - (b) The rezoning is consistent with any applicable comprehensive plan.

- (c) The rezoning is substantially consistent with the county certified farmland preservation plan.
 - (d) The rezoning will not substantially impair or limit current or future agricultural use of surrounding parcels of land that are zoned for or legally restricted to agricultural use.
- (2) A political subdivision shall by March 1 of each year provide to the department a report of the number of acres that the political subdivision has rezoned out of a farmland preservation zoning district under sub. (1) during the previous year and a map that clearly shows the location of those acres.



2. Existing easements shall be shown, and proposed utility easements(s) shall be placed on the lots as requested by the 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 required. 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. 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 ordinance.

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Zoning should be verified by the Town.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	Meets minimum requirements.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	Lot 1 is missing existing POWTS

The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	Meets Minimum requirements.
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	

Review and Possible Action Regarding LD 2024 046 (Turtle Township) – Dorr (1 Lot CSM)
Discussion carried out by Steven Godding. Jeff Garde mentioned that it is already part of the parent parcel is part deed together with the land to the south (all part of the same farm) and therefore does not need to be part of the CSM. Owner intends to keep all crop land and sell wooded lot only. There is sliver exists that exists to the north of a lot owned by others that is part of the parent lot but doesn't show up on our tax parcels. The correction will be completed with the CSM process.

Motion for approval of action item with conditions by Supervisor Cullen, Seconded by Supervisor Boehlke. Passed unanimously. CARRIED

Rock County Land Division LD 2024 046
Tax ID/Parcel #: 038 00129202 / 6-19-372B
Town: Turtle

Recommendations:

The following conditions are subject to approval of the Minor Land Division in the Town of Turtle .

1. Zoning should be verified by the Town. This includes both the proposed lot and the parent parcel.

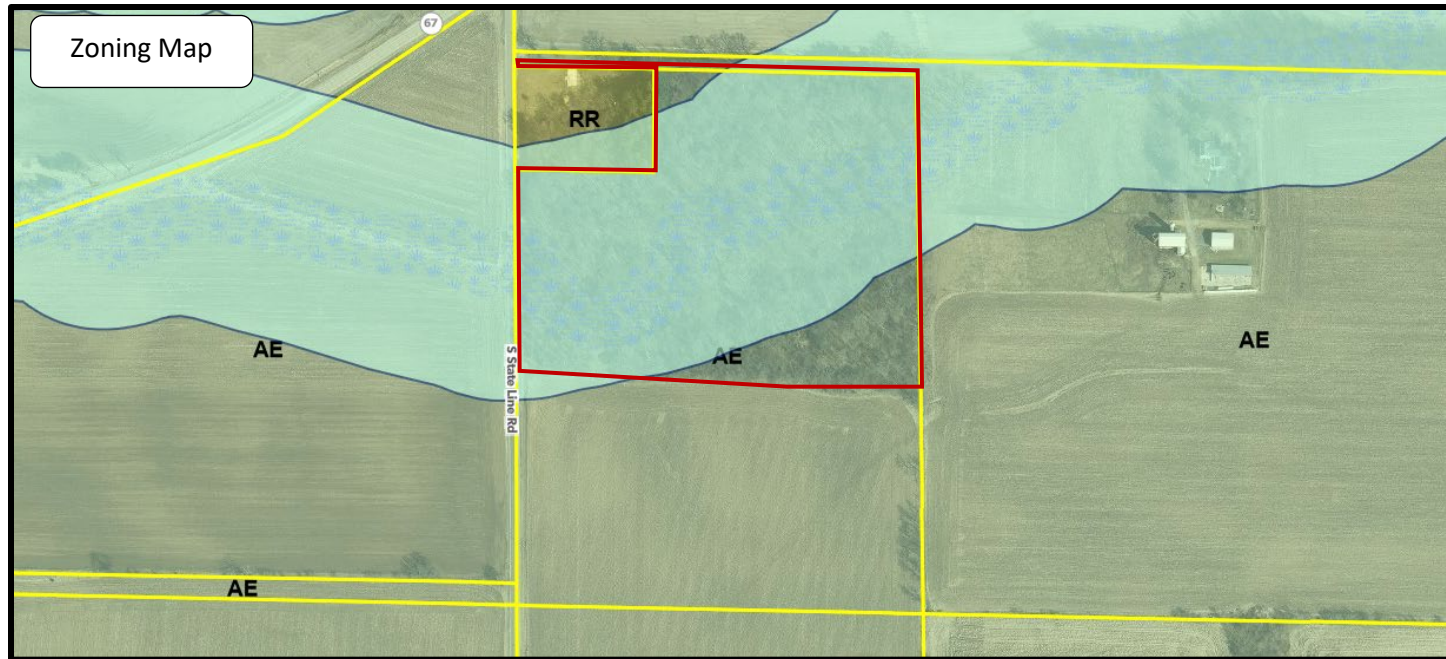
Proposed Lot 1 and the parent parcel will need to be rezoned out of the Exclusive Agricultural District as the minimum lot size for the zoning district is 35 acres.

Per Wisconsin Statute 91.48 and the Town of Turtle's ordinance, there are requirements for rezoning parcels out of a Farmland Preservation Zoning district. Findings under this section are reported to DATCP and are key to maintaining certification for the Farmland Preservation Program. Failure to maintain certification will result in other landowners being unable to claim tax credits.

Town of Turtle Zoning Ordinance – Section 19.08 Changes and Amendments (f)

(f) Findings Before Rezoning Parcels Out of the A-E District The Town Board may approve petitions for rezoning areas zoned in the A-E district only after findings are made, based upon consideration of the following:

- (1) Adequate public facilities to accommodate development either exist or will be provided within a reasonable time.
- (2) Provision of public facilities to accommodate development will not place an unreasonable burden on the affected local units of government to provide them.
- (3) The land is suitable for development and development will not result in undue water or air pollution, cause unreasonable soil erosion, or have an unreasonably adverse effect on rare or irreplaceable natural resources.
- (4) The land identified in the petition is better suited for a use not allowed in the A-E zoning district;
- (5) The petition is consistent with the Comprehensive Plan and the Future Land Use Map contained therein or any similar plan or map;
- (6) The petition is substantially consistent with the *Rock County Agriculture Plan/Farmland Preservation Plan* and the *Rock County and Town of Turtle Agricultural Resources – Farmland Preservation Maps* contained therein or any similar plan or map;
- (7) Changing the zoning district of the land identified in the petition will not substantially impair or limit current or future agricultural use of other protected farmland;
- (8) The Town Board shall document that items (1) – (7) were considered by providing their findings in writing and the Town Clerk shall provide an approved copy of the zoning change and findings approved by the Town Board, to the Rock County Planning, Economic and Community Development Agency.



2. The parent parcel is not included on the preliminary certified survey map and will need to be included on the final CSM.
3. This land division does fall into the Extra Territorial Jurisdiction (ETJ) Area boundary for the City of Beloit.



4. Existing easements shall be shown, and proposed utility easements(s) shall be placed on the lots as requested by the utilitie companies (where applicable).
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Economic Development:

Recap of Internship and Externship Program

Mr. Otterstein provided an overview of both programs, which included specific references to the 2024 recap or summary documents from the agenda packet. Historical, as well as forward looking, program information was woven into Mr. Otterstein's remarks. There was a Q&A exchange and since this was only a discussion item, no committee action was required.

Finance:

Review of Bills Paid August 2024

A general overview of the August 2024 expenses was provided by Director Baker, and nothing is out of the ordinary.

Director's Report:

Introduction of New Planner

Director Baker began discussion with introducing the new Planner, Rachel Sarow. She lives in Rock County and initially studied graphic design before going back to school at University of Wisconsin Madison, getting her master's in planning.

Update Regarding Open Data Hub and Land Records App

Jennifer Borlick (GIS Manager) began the conversation by explaining how this new program would assist in facilitating the sharing of data. The Open Data Portal is 98% available currently. There is an overnight update that ensures all the information is kept current.

Director Baker made note that General Services approved the decision for the move of Land Conservation staff to the vacant Planning offices during the end of 2024. Additional discussion followed outlining the main points for the decision to move the department from lease space. This decision was discussed fully with Land Conservation Committee.

Committee Reports: None

Adjournment: Adjournment at 9:03 AM.

Moved by Supervisor Wilson, Seconded by Supervisor Boehlke. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.