



**Planning and Development
Committee
Minutes – May 22, 2025
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, May 22, 2025. Roll call by Director Baker. Supervisors present in person: Chair Sutterlin, Boehlke, and Wilson. Supervisor present via ZOOM: Rashkin. QUORUM present.

Staff present: Steven Godding (Senior Planner), Andrew Baker (Director), and Rachel Sarow (Planner).

Staff present via ZOOM: Jennifer Borlick (GIS Manager)

Others present: Caitlin Shanahan (CARPC Planner)

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

Approval of Minutes:

Meeting held May 8, 2025: Moved by Supervisor Boehlke, Seconded by Supervisor Wilson. ADOPTED

Code Enforcement:

Review and possible action regarding LD 2025 014 (Bradford Township) – Bliss (2 Lot CSM)

Discussion was carried out by Steve Godding on this action item.

Motion for approval of the action item along with recommendations by Supervisor Wilson, Seconded by Supervisor Boehlke. Passed unanimously. CARRIED

Rock County Land Division LD 2025 014

Parcel #: 6-3-91.2

Town: Bradford

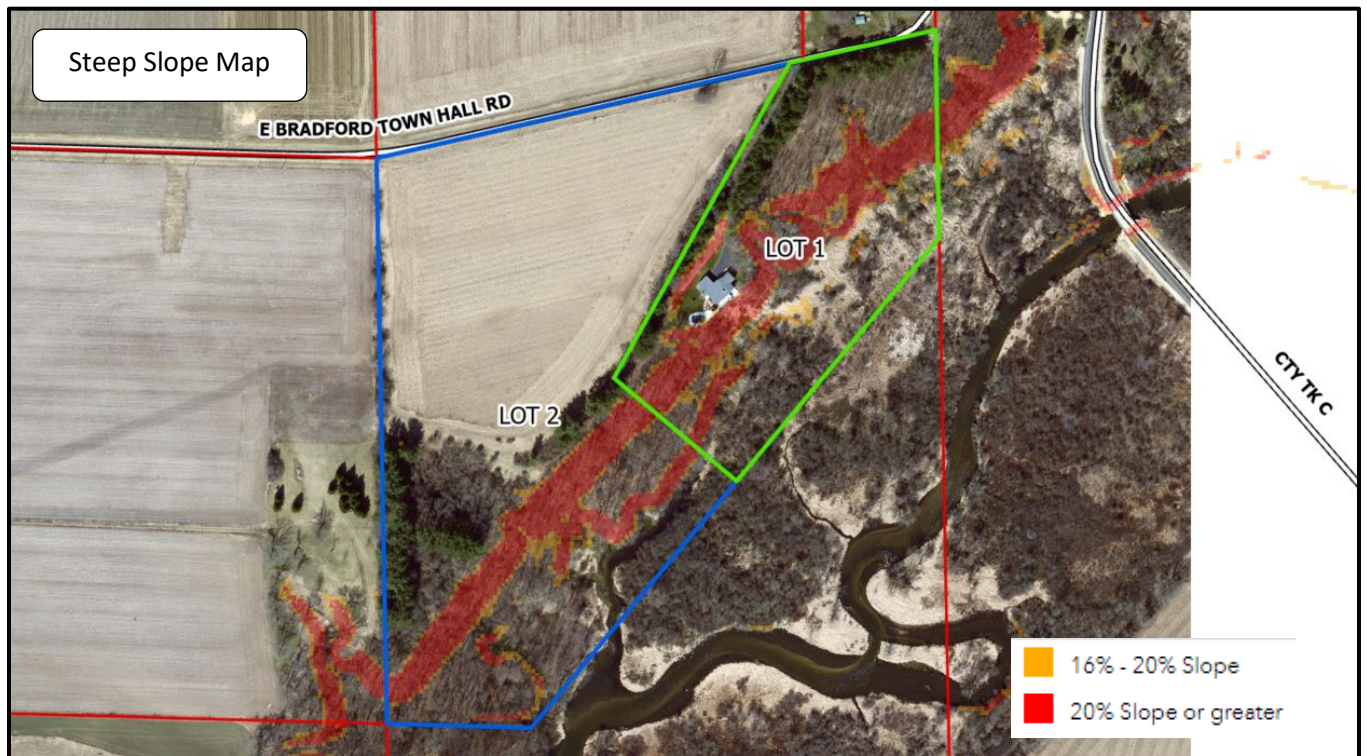
Recommendations:

The following conditions are subject to approval of 2-lot minor land division in the Town of Bradford.

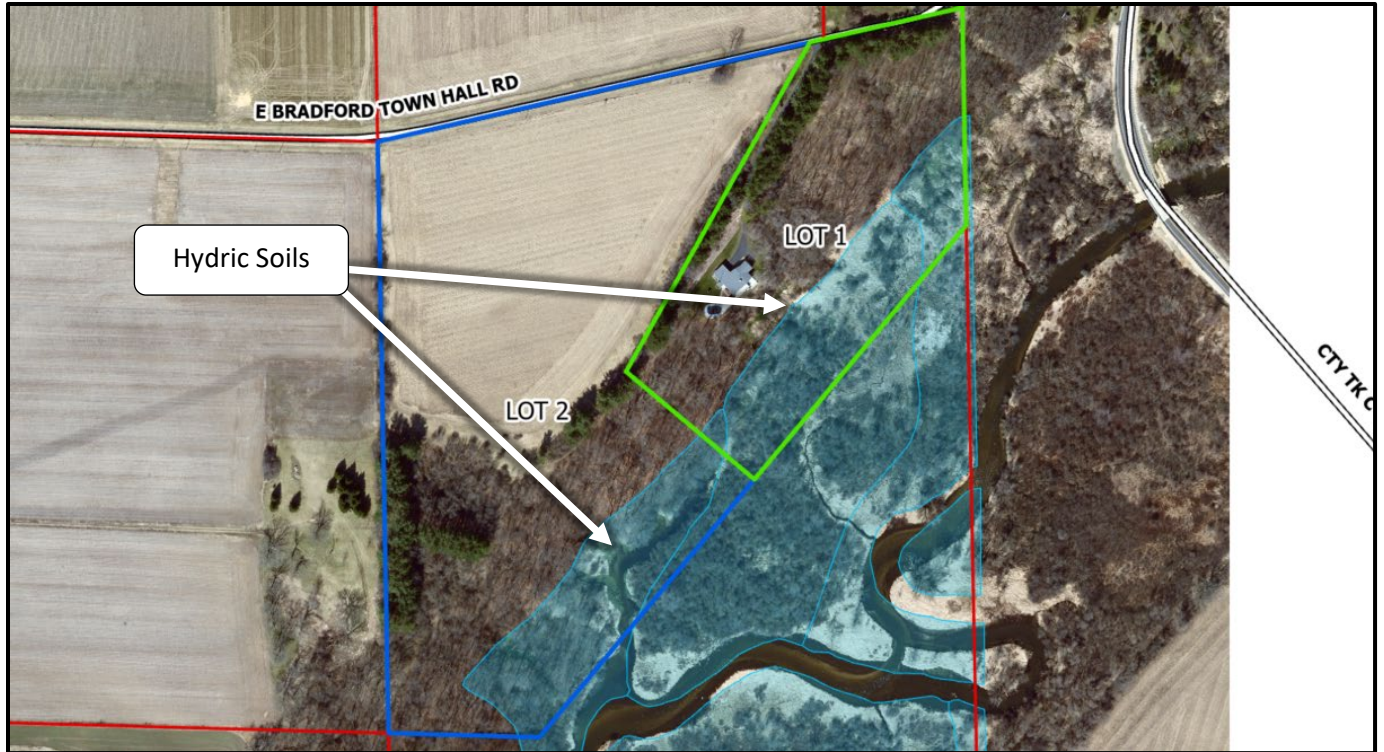
1. Zoning for both proposed lots should be verified and confirmed by the Town.

Proposed Lot 1 is to be rezoned to agricultural residential and Proposed Lot 2 is to be rezoned to agricultural district two.

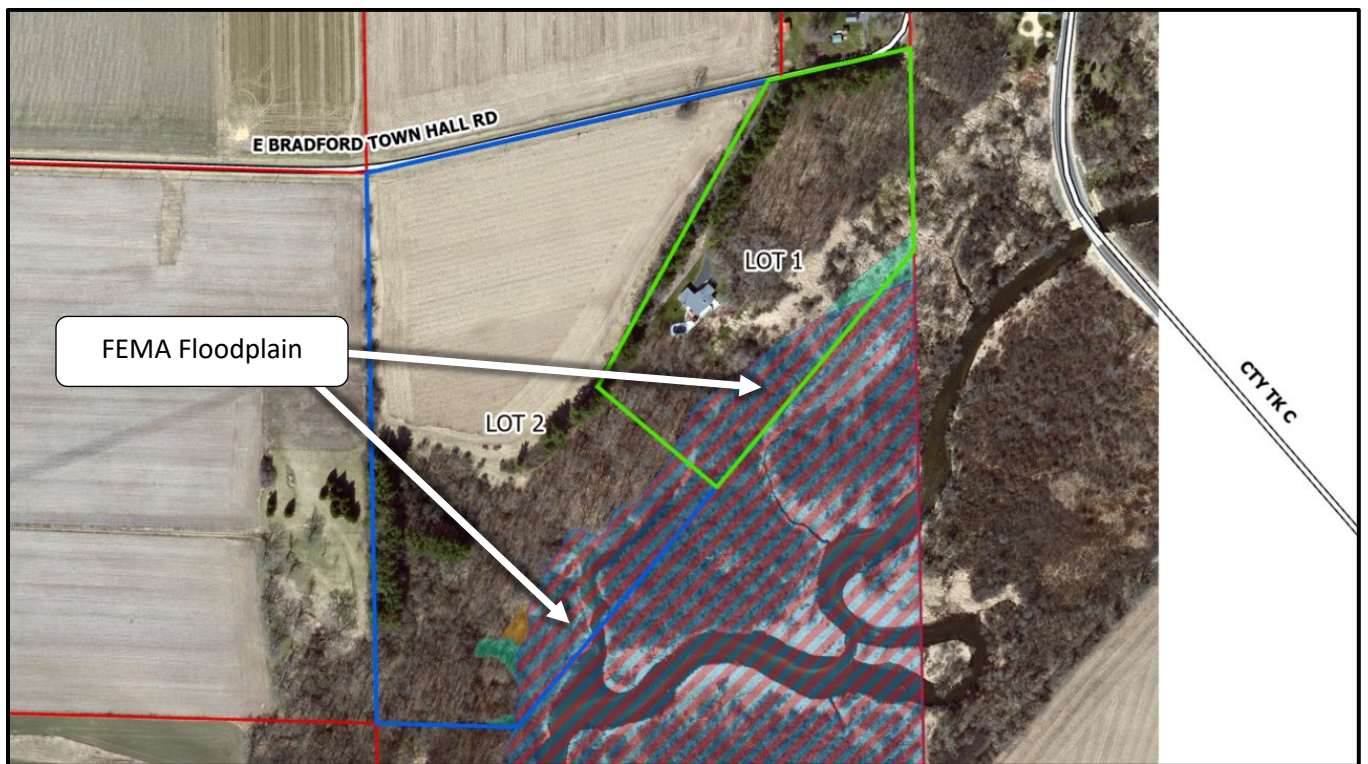
2. Steep slopes are located on the property which may include other requirements/restrictions for any future development in these areas.



3. There are hydric soils present on both proposed lots. 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.



4. FEMA designated floodplain is located on the property and should be noted for any potential development in the future.



5. Existing easements shall be shown, and proposed utility easements(s) shall be placed on the lots as requested by utility companies (where applicable).
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 to obtain a Construction Site Erosion Control Permit.
7. 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”.
8. Dedicate a 33-foot half road right-of-way along the roadway at the discretion of the Town.
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 ordinance.

Review and possible action regarding LD 2025 015 (Lima Township) – Brummel (2 Lot CSM)

Discussion was carried out by Steve Godding on this action item.

Motion for approval of the action item along with recommendations by Supervisor Boehlke, Seconded by Supervisor Wilson. Passed unanimously. CARRIED

Rock County Land Division LD 2025 015

Parcel #: 6-11-320

Town: Lima

Recommendations:

The following conditions are subject to approval of 2-lot minor land division in the Town of Lima.

12. Zoning for both proposed lots should be verified by the Town. Proposed Lots 1 & 2 are to be rezoned to A-2.

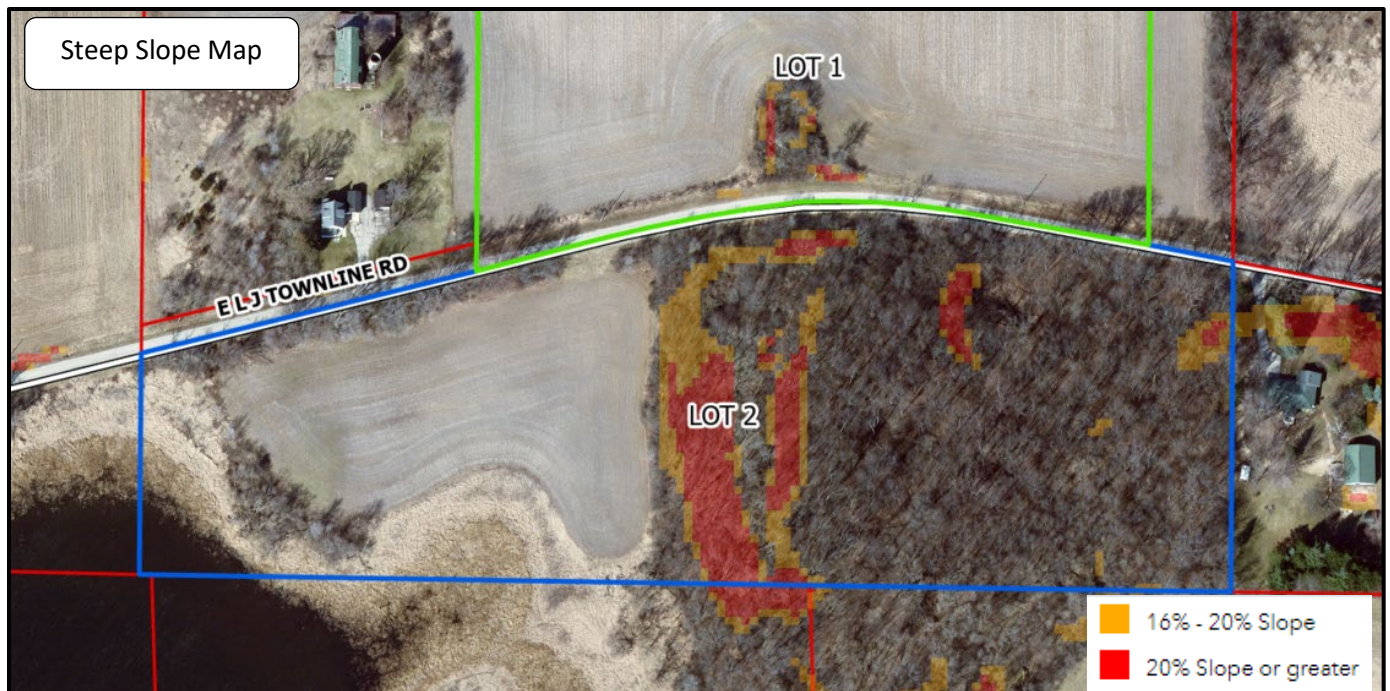
Per Wisconsin Statute 91.48 and the Town of Lima’s ordinance, there are requirements for rezoning parcels out of a Farmland Preservation Zoning district. Findings under this section are reported to DATCP and are key to maintaining certification for the Farmland

Preservation Program. Failure to maintain certification will result in other landowners being unable to claim tax credits.

7. Rezoning Land Out of a Farmland Preservation Zoning District.

- (1) Except as provided in sub. (3), the Town of Lima may not rezone land out of the farmland preservation zoning district unless the Town of Lima finds all of the following in writing, after public hearing, as part of the official record of the rezoning:
 - (a) The rezoned 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 of Rock farmland preservation plan, which is in effect at the time of the rezoning.
 - (d) The rezoning will not substantially impair or limit current or future agricultural use of other protected farmland.
- (2) Farm dwellings and related farm structures existing as of October 23, 1979 may be separated from the farm plot provided that no parcel thus created shall exceed ten (10) acres or be less than one (1) acre. The remaining portion of the original parcel shall conform to the standards of this district, and the new parcel should be rezoned to the A-2 district
- (3) Subsection (1) does not apply to any of the following:
 - (a) A rezoning that is affirmatively certified by the Wisconsin Department of Agriculture, Trade and Consumer Protection under Chapter 91, Wis. Stats.
 - (b) A rezoning that makes the farmland preservation zoning ordinance map more consistent with the county farmland preservation plan map, certified under Chapter 91, Wis. Stats., which is in effect at the time of the rezoning.
- (4) The Town shall by March 1 of each year provide to the DATCP and the County a report of the number of acres that the political subdivision has rezoned out of a Farmland Preservation Agricultural Zoning District during the previous year and a map that clearly shows the location of those acres.

13. Steep slopes are located on proposed Lot 2 which may include other requirements/restrictions for any future development in these areas.



14. There are hydric soils present on both proposed lots. 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.



15. Existing easements shall be shown, and proposed utility easements(s) shall be placed on the lots as requested by utility companies (where applicable).
16. 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 to obtain a Construction Site Erosion Control Permit.
17. 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".
18. Dedicate a 33-foot half road right-of-way along the roadway at the discretion of the Town.
19. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
20. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

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

Community Development:

Update Regarding Discontinuance of CDBG Revolving Loan Fund Locally and Switch to New Administration via Consortium of Counties

Andrew explained to the Committee the process that will take to review, approve and implement new projects when the CDBG program funds are moved to a Consortium administration. The main points are; all funding is a first come first served basis in the consortium (there is no county allocation), there is currently a waitlist (mean no ability for emergency projects like water heaters, well pumps, etc), MSA Professional Services handles applications and project start to finish (current contraction WPHD will have no involvement) and there will be limited ability to use HOME and CDBG resources on the same project. The good news is our lead abatement funds, which are a grant to the homeowner, are not impacted. Staff will continue to work on a plan on how to best advertise and direct potential applicants to two separate housing programs administered by two separate consulting firms.

Economic Development:

None

Corporate Planning:

Review and Possible Action: Selection of Community Advisory Workgroup (Comp Plan and Farmland Preservation Plan)

Rachel and Andrew shared the Advisory Workgroup and noted a couple of confirmations that are in the works. Motion for approval of the action item along with recommendations by Supervisor Boehlke, Seconded by Supervisor Wilson. Passed unanimously. CARRIED

Committee Workshop – Comprehensive Plan and Farmland Preservation Plan Updates – Issues and Opportunities Focus

Caitlin Shanahan, Senior Community Planner with Capital Area Regional Planning Commission, was in attendance to lead the committee in a workshop session regarding the Comprehensive Plan and Farmland Preservation Plan updates. The workshop began with a test run of a participatory planning tool called Menti. This was followed by an overview of the planning process and what goes into a comprehensive plan. The session then transitioned into an open discussion prompted by a series of questions. Some highlights from the discussion are summarized below.

What important trends, issues, or values should be at the forefront of the planning process?

- Rethinking zoning, allowable uses
- Growth pressure on cities/villages due to levy limits, loss of prime agricultural land, loss of regional collaboration due to tax base competition
- Consult with neighbors
- Multi-modal transportation options and mixed-use development to reduce dependency on cars
- Use AI in analysis
- Potential for scalable solar, consideration of agricultural impacts and opportunities, agrivoltaics, balance preserving prime agricultural land with personal property rights
- Housing affordability, workforce housing, uneven development/funding across communities, NIMBYism, how to make affordable housing development viable

On what issues should the County be a leading voice?

- Be a trusted source of information and best practices, especially for towns and smaller cities and villages. Provide resources like fact sheets for key issues in Rock County (like housing and solar).
- Prioritize county efforts based on what state statutes allow – determine who is natural leader in comprehensive planning topics
- Provide a big picture perspective – beyond municipal boundaries

Given this simplified summary of current intergovernmental relationships in Rock County: towns regulate land use/administer their own zoning ordinances; county defers to towns; cities and villages annex and develop town land; towns have limited control in this process...

Do we wish to modify or influence these relationships in any way through the planning process?

- Public safety concerns in new development – How can the County have a stronger voice in local development and transportation (interconnectivity) from a public safety perspective?
- How to encourage big picture thinking, best planning practices, without regulatory authority?

How should the County plan incorporate town plans?

- Advisory workgroup – no specific representation of smaller governments – would this help? They will be involved in other ways.
- Good question to ask the towns
- Could we structure the county plan to be a template for town plans?
- Potential resource: GAP report on housing availability and affordability – researchers can provide Rock County data (cities and villages, not towns – data is less reliable when the population is too small)
- Another potential resource: census summary tool for Rock County data

Is there a better way to group communities for cluster meetings?

- Consider an overlay with school districts, or redistricting plan
- Invite some communities to multiple meetings – let people know what will be discussed, who will be there and let them choose to come to one or multiple meetings

Finance:

None

Director's Report:

None

Committee Reports:

None

Adjournment: Adjournment at 9:52 AM.

Moved by Supervisor Boehlke, Seconded by Supervisor Wilson. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.