



**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, MARCH 12, 2020 – 8:00 A.M.
ROCK COUNTY COURTHOUSE CONFERENCE CENTER – 2ND FLOOR RM 250
JANESVILLE, WI**

Agenda

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday, February 27, 2020 at 8:00 am.
4. Citizen Participation, Communications and Announcements
5. Code Enforcement
 - A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Divisions:
 - 2020 004 (Milton Township) – Lakeland Leisure Corporation
 - 2020 009 (Milton Township) – Van Altena
6. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers
7. Committee Reports
8. Directors Report
 - A. Update – Housing Program Management Software Alternatives
 - B. Comprehensive Plan Amendment – Park Outdoor Recreation & Open Space Plan Update
10. Adjournment

Future Meetings/Work Sessions

March 26, 2020 (8:00 am)
April 9, 2020 (8:00 am)
April 23, 2020 (8:00 am)
May 13, 2020 (8:00 am)



MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, FEBRUARY 27, 2020 – 8:00 A.M.
ROCK COUNTY COURTHOUSE CONFERENCE CENTER – 2ND FLOOR RM 250
JANESVILLE, WI

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, February 13, 2020 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina and Phil Owens. Supervisor Mawhinney was absent. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning Director), Kurt Wheeler; (Planner III), Andrew Baker (Senior Planner), and Dana Sandwick, Rock County Planning Office Coordinator.

1. Call To Order. 8:00 am
2. Adoption of Agenda

Moved by Supervisor Gustina, Seconded by Supervisor Davis. Adopted (4-0)

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday February 13th, 2020 at 8:00 am.

Moved by Supervisor Owens, **Seconded** by Supervisor Davis.
Approved (4-0)

4. Citizen Participation, Communications and Announcements.

Mr. Byrnes informed the committee that staff met with the new Director of WPHD as well as members of the Rock County Health Department regarding a possible grant program related to lead contamination mitigation that could be added or intertwined with Planning and Development programs in the future.

5. Code Enforcement

A.

Action Item: Approve, Approve with Conditions, or Deny Preliminary Land Divisions.

LD2020_003 (Johnstown Township) – Johnson

Moved by Supervisor Gustina, **Seconded** by Supervisor Owens.
Approved (4-0) with Conditions.

- 1). Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies where applicable.
- 2). Note on Final CSM “Lot 1 contains existing buildings which utilize and existing private sewage system at the time of this survey, However, soils on the lot may be restrictive to the replacement of the existing system”.
- 3). Proposed lot lines must include the POWTS area with the building which utilizes the system.
- 4). Dedicate a 33 foot half road right of way along N. Emerald Grove Rd. at the discretion of the Town.
- 5). Final CSM shall be submitted to and approved by the Agency within 1 year after preliminary approval.
- 6). Final CSM shall be recorded with the Rock County Register of Deeds within 6 months of the final approval.

LD2020_006 (Spring Valley Township) - Funk

Moved by Supervisor Davis, **Seconded** by Supervisor Owens.
Approved (3-0) with Conditions.

- 1). Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies where applicable.
- 2). Note on Final CSM “Lot 1 contains existing buildings which utilize and existing private sewage system at the time of this survey, However, soils on the lot may be restrictive to the replacement of the existing system”.

- 3). Dedicate a sixty-six foot right of way along S. Holden Rd. at the discretion of the Town.
- 4). Approval conditioned on the Town's decision to approve a zoning change from 1 to A3
- 5). Final CSM shall be submitted to and approved by the Agency within 1 year after preliminary approval.
- 6). Final CSM shall be recorded with the Rock County Register of Deeds within 6 months of the final approval.

6. Community Development

- A. Action Item: Amending the Citizen Grievance Process for Income Determination: Rock County Community Development Policies and Procedures for HOME and CDBG Programs - Section V Cross Cutting Program Requirements

Mr. Byrnes updated the Committee on the change in procedure and the process going forward for income verification associated to the program.

Moved by Supervisor Owens, **Seconded** by Supervisor Sweeney.
Approved (4-0).

7. Finance

- A. Information Item: Committee Review of Payments
None
- B. **Action Item:** Transfers
None.

8. Committee Reports
None.

9. Directors Report

- A. Lot Combination Certified Survey Map – Rock County Department of Public Works Facility E. Shopiere Lane & E. CTH S, Turtle Township.

Mr. Byrnes gave an overview of the new Highway Dept. building located in Turtle Township, and a status on the project.

10. Adjournment

Moved by Supervisor Owens, **Seconded** By Supervisor Davis. All in Favor
Time: 8:31 am.

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

March 12, 2020 (8:00 am)

March 26, 2020 (8:00 am)

April 9, 2020 (8:00 am)

April 23, 2020 (8:00 am)



ROCK COUNTY
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Andrew Baker – P&D Agency Staff

SUBJECT: Preliminary Approval of Land Divisions

MEETING DATE: March 12, 2020

Land Division Summary:

The following owners are seeking Land Division Preliminary Approval from the P&D Committee:

2020 004 (Milton Township) – Lakeland Leisure Corporation

2020 009 (Milton Township) – Van Altena

Land Division Recommendation(s) or Action(s):

Each of the above referenced Land Divisions are on the agenda of the Town of Milton (Planning and Zoning and Town Board) for March 9th. Therefore, at the time of the compilation of the agenda packet for the Planning and Development Committee meeting March 12th these two items have not been acted on by the Town. In the past the P&D Committee made the decision that Land Divisions may be placed on the agenda as long as the action is scheduled by Town prior to the P&D Committee meeting date.

If Conditional Approval is granted by the Town of Milton on March 9th, P&D Agency Staff recommends Preliminary Approval the above referenced Land Division(s) with conditions as presented. Any conditions of approval voted on by the Town will be presented to the P&D Committee meeting.

If said action is either tabled or a vote is made to deny the Land Division at the Town, the P&D Agency Staff recommendation will be revised accordingly.



LD2020 004 Lakeland Lei
Application Number: _____

PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

AGENCY REVIEW

1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Yes No
5. Land division is in an Agricultural Resources Priority Area, per the *Rock County Farmland Preservation Plan*: Yes No
6. Land division will require a zoning change: Yes No
7. Preliminary minor land division application is complete: Yes No

If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

	Missing Information
7a. A map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information:	<input type="checkbox"/>
a. Location of the land division area by section, township, and range:	<input type="checkbox"/>
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input type="checkbox"/>
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input type="checkbox"/>
d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s), numbered for reference, in the land division area:	<input type="checkbox"/>
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input type="checkbox"/>
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input type="checkbox"/>
g. Approximate location, dimension and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>
(1) Buildings:	<input type="checkbox"/>
(2) Streets, alleys, and public ways:	<input type="checkbox"/>
(3) Driveways:	<input type="checkbox"/>
(4) Rail lines:	<input type="checkbox"/>
(5) Private water wells or water supply systems:	<input type="checkbox"/>
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>
(7) Any other public utilities:	<input type="checkbox"/>
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>
(9) Vegetative land cover type:	<input type="checkbox"/>
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>
(12) Surface water features:	<input type="checkbox"/>
(13) Drainageways:	<input type="checkbox"/>
(14) Detention or retention areas:	<input type="checkbox"/>
(15) Cemeteries:	<input type="checkbox"/>
(16) Bridges/culverts:	<input type="checkbox"/>
(17) Rock outcroppings:	<input type="checkbox"/>
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>
j. Preliminary concept for collecting and discharging stormwater in the land division area:	<input type="checkbox"/>

N/A

AGENCY REVIEW	
	Missing Information
k. Scale, north arrow, and date of creation:	<input type="checkbox"/>
l. Any other information required by the Agency:	<input type="checkbox"/>
7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page:	<input type="checkbox"/>
7c. Map prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>
7d. All required application form information and required party's signature on the application form:	<input type="checkbox"/>
7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee:	<input type="checkbox"/>
8. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form.	

AGENCY RECOMMENDATION	
10. Agency recommendation:	<input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).	
2. Note on Final CSM: "Lot 2 contains existing buildings which utilize an existing private sewage system at the time of this survey. However,..."	
3. ...soils on the lot may be restrictive to the replacement of the existing systems."	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: 	DATE: 2/19/2020
TITLE: Administrator - Rock County Planning, Economic & Community Development Agency	

TOWN ACTION	
13. Town action:	<input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
14. If you answered Approve With Conditions to 13., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____	DATE: _____
TITLE: _____	

PLEASE RETURN THIS FORM, VIA POSTAL MAIL OR EMAIL, TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
 51 N. MAIN ST.
 JANESVILLE, WI 53545
 EMAIL: BRYNES@CO.ROCK.WI.US

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION	
16. Committee action:	<input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
17. If you answered Approve With Conditions to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____	DATE: _____
TITLE: Chair – Rock County Planning & Development Committee	

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AGENCY RECOMMENDATION

11. If you answered Approve With Conditions to 10., list conditions:

- 4. Proposed lot lines must include the POWTS with the building which utilizes the system.
- 5. Dedicate a 33 foot half road right-of-way along N Clear Lake Rd at the discretion of the Town.
- 6. Final CSM shall delineate and note that there shall be no development or filling in the areas on the property that are internally...
- 7. ...drained until such time that a stormwater and groundwater analysis is completed.
- 8. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
- 9. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of the final approval.
- 10.
- 11.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division creates two new lots from an existing 15 acre parcel (6-13-62.2) in Milton Township. There is an existing residence and buildings on proposed Lot 2. The property is currently zoned Agricultural District Two (A2; 10-35 acre lot size) and Commercial Recreational (CR) by the Town of Milton. As part of this proposal, the Town will consider a rezone to CR for the area of proposed Lot 1 and Agricultural District Three (A3; 3-10 acre lot size) for Lot 2 based on the provisions in the Zoning Ordinance. It is the intention of the landowner to apply for a Conditional Use Permit for Lot 1 to allow for storage on site.

The large accessory building on proposed Lot 2 alone exceeds the maximum allowable square footage in the A3 District (i.e. 3,000 square feet total for all accessory structures). There are additional accessory structures on the Lot. The 120 foot x 60 foot building was constructed around 2018 as a permitted use in the existing A2 District (there is no maximum accessory structure area standard in the A2 District). The Town could consider requiring that the areas of the proposed Lots be modified to retain the minimum area requirements of A2 District for Lot 2, whereby the accessory building(s) would be considered conforming structure(s). Alternatively, the A3 District allows accessory building space exceeding 3,000 square feet if a Conditional Use Permit is approved. This is an option to make the proposed land division as consistent/compliant as practicable with Town Zoning Ordinance without altering the proposed lot size. Overall this scenario should be considered differently than a property that includes existing structures that were all built prior to the adoption of the Zoning Ordinance.

The existing topographic information for the property indicates that the north central and north east portion of the existing parcel consists of kettle/depressional topography (i.e., noted in the conditions above as "internally drained"). These areas could be prone to localized flooding during heavy rain or runoff events particularly when the ground is frozen or high ground water table (apparent in the vicinity based on 2019 air photo). Therefore, these areas is not suitable for development nor should the area be filled, which would eliminate the natural storm water storage area.

TOWN ACTION

14. If you answered Approve With Conditions to 13., list additional conditions:

15. Town action rationale and findings of fact:

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION

17. If you answered Approve With Conditions to 16., list conditions:

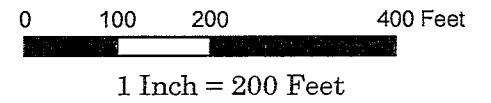
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

18. Committee action rationale and findings of fact:



2019 Air Photo

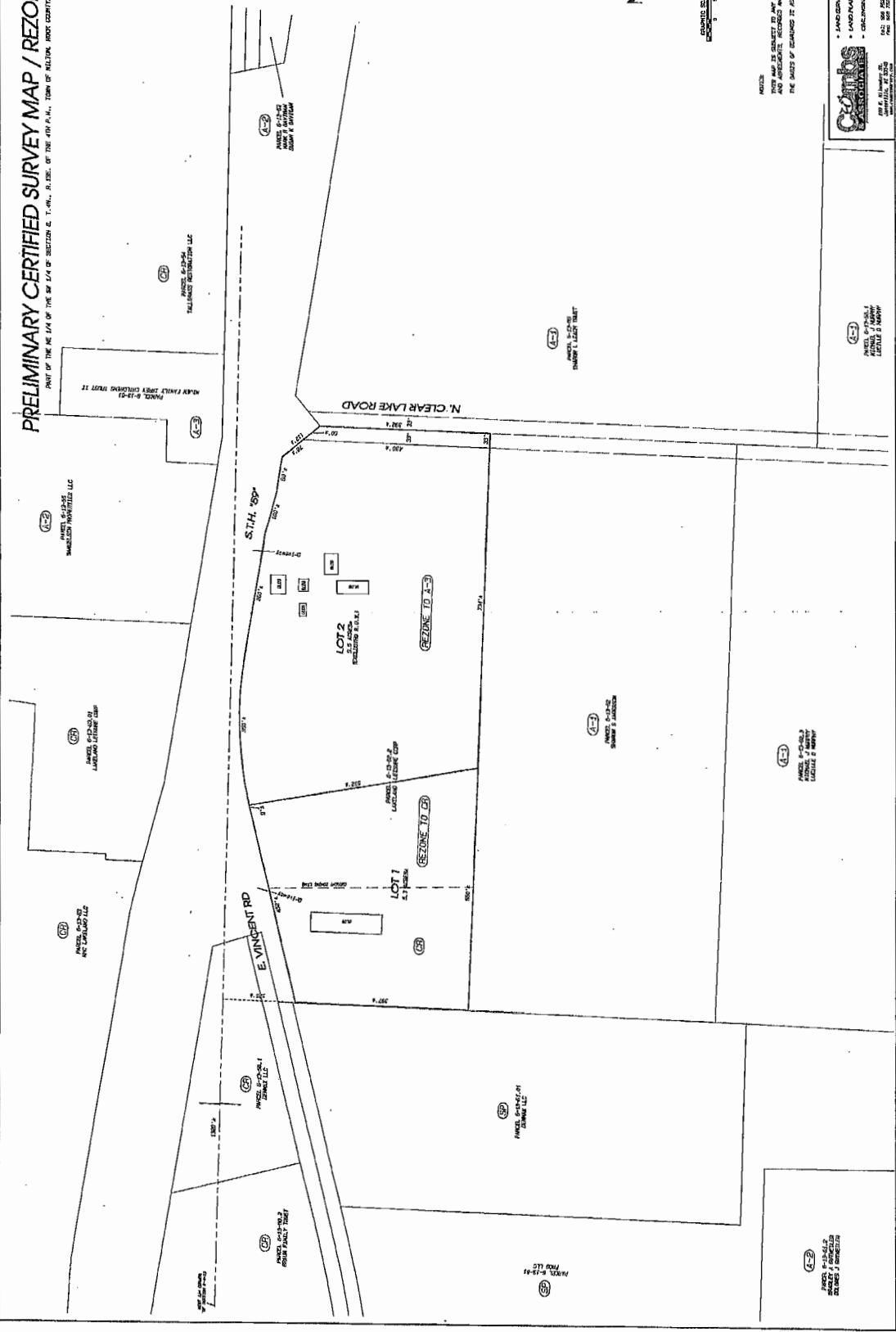
*Internally drained areas as indicated
by topo lines with tic marks on inside*



LD 2020 004

PRELIMINARY CERTIFIED SURVEY MAP / REZONE MAP

PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 4, T. 4N., R. 18E., OF THE 4TH P.M., TOWN OF MOUNTAIN VIEW COUNTY, MISSOURI.



NOTES:
THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND INTERESTS, RECORDED AND UNRECORDED. THE STATUS OF EASEMENTS IS ASSUMED.



DATE	01/16/20
PROJECT	REZONE MAP
CLIENT	LAKEVIEW
PREPARED BY	LAKEVIEW
DATE OF PREVIOUS EDITION	

7

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY
DEVELOPMENT AGENCY
51 SOUTH MAIN STREET
JANESVILLE, WI 53545

TELEPHONE: (608) 757-5587
EMAIL: PLANNING@CO.ROCK.WI.US
WEB: WWW.CO.ROCK.WI.US

RECEIVED

JAN 17 2020

ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT



AGENCY USE ONLY

Application Number: LD2020 004
Received By - Date: 1-17-2020
(MM/DD/YYYY):

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

- Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

- Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
- Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
- Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
- Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
- Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	LAKELAND LEISURE CORP			Telephone:	608-247-3697		
Address:	2801 E STATE ROAD 59	City:	MILTON	State:	WI	Zip:	53563
b. Name:				Telephone:			
Address:		City:		State:		Zip:	

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS AND ASSOCIATES, INC			Telephone:	752-0575		
Address:	109 W. MILWAUKEE ST	City:	JANESVILLE	State:	WI	Zip:	53548
b. Developer name:				Telephone:			
Address:		City:		State:		Zip:	

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line

Include an explanation of the proposal along with any other considerations not included on the application form.

10. Land division area location:

Town of	MILTON	NE 1/4 of	SW 1/4
Section	8	Tax parcel number(s) -	6-13-62.2

11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village: Yes No
If Yes, identify: City(s)/Village of

12. Land division area is located adjacent to (check all that apply):
 Local/Town road County highway State highway U.S. highway

13. Landowner's contiguous property area (Square feet or acres):	15 ACRES	14. Land division area (Square feet or acres):	15 ACRES	15. Current zoning of land division area:	CR & A-2
16. Number of new/additional lots created by land division:	1	17. Future zoning of new/additional lot(s) created by land division:	CR	18. Future zoning of parent lot:	A-3

19. Covenants or restrictions will be placed on the land division area: Yes No
If Yes, identify covenants or restrictions:

20. A residential building is currently located in the land division area: Yes No
If Yes, the building utilizes a: Private onsite wastewater treatment system Public sanitary sewer system

21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy): NONE

22. Public improvement construction will begin on (mm/dd/yyyy):

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *[Signature]* DATE: 1-16-20

8

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(12) Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NOTHING REQUESTED
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM, A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
 51 N. MAIN ST.
 JANESVILLE, WI 53545

9



PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

AGENCY REVIEW

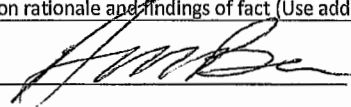
1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Yes No
5. Land division is in an Agricultural Resources Priority Area, per the Rock County Farmland Preservation Plan: Yes No
6. Land division will require a zoning change: Yes No
7. Preliminary minor land division application is complete: Yes No

If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

	Missing Information
7a. A map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information:	<input type="checkbox"/>
a. Location of the land division area by section, township, and range:	<input type="checkbox"/>
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input type="checkbox"/>
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input type="checkbox"/>
d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s), numbered for reference, in the land division area:	<input type="checkbox"/>
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input type="checkbox"/>
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input type="checkbox"/>
g. Approximate location, dimension and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>
(1) Buildings:	<input type="checkbox"/>
(2) Streets, alleys, and public ways:	<input type="checkbox"/>
(3) Driveways:	<input type="checkbox"/>
(4) Rail lines:	<input type="checkbox"/>
(5) Private water wells or water supply systems:	<input type="checkbox"/>
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>
(7) Any other public utilities:	<input type="checkbox"/>
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>
(9) Vegetative land cover type:	<input type="checkbox"/>
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>
(12) Surface water features:	<input type="checkbox"/>
(13) Drainageways:	<input type="checkbox"/>
(14) Detention or retention areas:	<input type="checkbox"/>
(15) Cemeteries:	<input type="checkbox"/>
(16) Bridges/culverts:	<input type="checkbox"/>
(17) Rock outcroppings:	<input type="checkbox"/>
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>
j. Preliminary concept for collecting and discharging stormwater in the land division area:	<input type="checkbox"/>

LD2020 009

AGENCY REVIEW	
	Missing Information
k. Scale, north arrow, and date of creation:	<input type="checkbox"/>
l. Any other information required by the Agency:	<input type="checkbox"/>
7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page:	<input type="checkbox"/>
7c. Map prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>
7d. All required application form information and required party's signature on the application form:	<input type="checkbox"/>
7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee:	<input type="checkbox"/>
8. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AGENCY RECOMMENDATION	
10. Agency recommendation:	<input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).	
2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey. However,...	
3. ...solls on the lot may be restrictive to the replacement of the existing systems."	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: 	DATE: 2/19/2020
TITLE: Administrator - Rock County Planning, Economic & Community Development Agency	

TOWN ACTION	
13. Town action:	<input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
14. If you answered Approve With Conditions to 13., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____	DATE: _____
TITLE: _____	

PLEASE RETURN THIS FORM, VIA POSTAL MAIL OR EMAIL, TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
 51 N. MAIN ST.
 JANESVILLE, WI 53545
 EMAIL: BRYNES@CO.ROCK.WI.US

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION	
16. Committee action:	<input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
17. If you answered Approve With Conditions to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____	DATE: _____
TITLE: Chair - Rock County Planning & Development Committee	

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AGENCY RECOMMENDATION

11. If you answered **Approve With Conditions to 10.**, list conditions:

- 4. Proposed lot lines must include the POWTS with the building which utilizes the system.
- 5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
- 6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of the final approval.
- 7.
- 8.
- 9.
- 10.
- 11.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division creates one new lot from an existing 57 acre parcel (6-13-73) in Milton Township. There is an existing residence and buildings on proposed Lot 1. The property is currently zoned Agricultural District One, which allows for the division of an existing residence from the larger parcel with a Conditional Use Permit. If a CUP is approved by the Town, a rezone would not be required and the proposed lot would be subject to the standards of the A3 District. The remaining parent parcel is greater than 35 acres, therefore not required to be surveyed and reviewed in this action.

County Hwy N is an Access Controlled Hwy in this location. Each of the existing driveways on the existing parent parcel were existing at the time of Ordinance adoption, therefore are considered permitted. As proposed, the western driveway will used for access to the parent parcel.

TOWN ACTION

14. If you answered **Approve With Conditions to 13.**, list additional conditions:

15. Town action rationale and findings of fact:

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION

17. If you answered **Approve With Conditions to 16.**, list conditions:

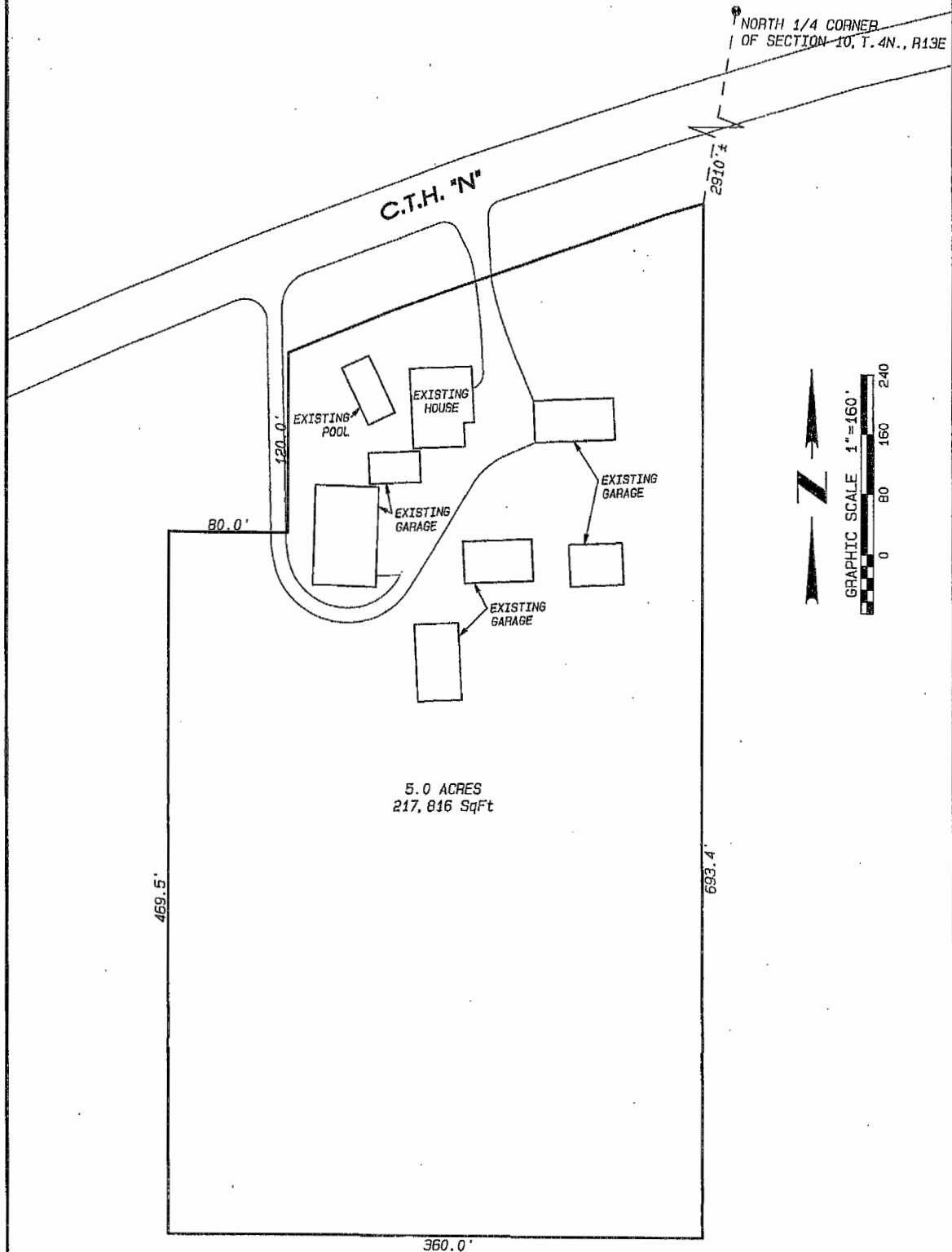
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

18. Committee action rationale and findings of fact:

PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE S.W. 1/4 OF SECTION 10, T.4N., R.13E. OF THE 4TH P.M.,
TOWNSHIP OF MILTON, ROCK COUNTY, WISCONSIN.

LD 2020009



DATE: JANUARY 28, 2020

NOTE: THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS
AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 120-014 For: VAN ALTENA

Combs
& ASSOCIATES

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.
Janesville, WI 53548
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534

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ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
51 SOUTH MAIN STREET
JANESVILLE, WI 53545

TELEPHONE: (608) 757-5587
EMAIL: PLANNING@CO.ROCK.WI.US
WEB: WWW.CO.ROCK.WI.US

RECEIVED

FEB 13 2020



ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2020-009

Received By - Date (MM/DD/YYYY): 2-12-2020

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

- Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

- Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
- Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
- Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
- Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
- Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	DON R & ANN F VAN ALTENA REV LIVING TRUST			Telephone:	608-921-0047	
Address:	4946 E. COUNTY ROAD N	City:	MILTON	State:	WI	Zip: 53563
b. Name:				Telephone:		
Address:		City:		State:		Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS AND ASSOCIATES, INC			Telephone:	752-0575	
Address:	109 W. MILWAUKEE ST	City:	JANESVILLE	State:	WI	Zip: 53548
b. Developer name:				Telephone:		
Address:		City:		State:		Zip:

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line

Creating lot with existing building for Estates purposes.

Include an explanation of the proposal along with any other considerations not included on the application form.

10. Land division area location:	Town of MILTON	1/4 of SW 1/4
	Section 10	Tax parcel number(s) - 6-13-73
11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify: City(s)/Village of	
12. Land division area is located adjacent to (check all that apply):	<input type="checkbox"/> Local/Town road <input checked="" type="checkbox"/> County highway <input type="checkbox"/> State highway <input type="checkbox"/> U.S. highway	
13. Landowner's contiguous property area (Square feet or acres): 5.0 ACRES	14. Land division area (Square feet or acres): 5.0 ACRES	15. Current zoning of land division area: A-1
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: A-3	18. Future zoning of parent lot: A-1
19. Covenants or restrictions will be placed on the land division area: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify covenants or restrictions:		
20. A residential building is currently located in the land division area: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, the building utilizes a: <input checked="" type="checkbox"/> Private onsite wastewater treatment system <input type="checkbox"/> Public sanitary sewer system		
21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy):		22. Public improvement construction will begin on (mm/dd/yyyy):

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *Roll J. Bush* DATE: 2/17/2020

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(12) Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NOTHING REQUESTED
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM, A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
 51 N. MAIN ST.
 JANESVILLE, WI 53545

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**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF FEBRUARY 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
10-1721-0000-63200	Pubs/Subs/Dues	P2000479	02/20/2020	US BANK	2020 WLIA MEMBERSHIP DUES	200.00
10-1721-0000-63407	Computer Supply	P2000479	02/20/2020	US BANK	36" PLOTTER PAPER FOR PLANNING	43.95
10-1721-0000-64200	Training	P2000479	02/20/2020	US BANK	2020 WLIA CONF REG S DISRUD	400.00
Land Records PROG TOTAL						643.95

I have reviewed the preceding payments in the total amount of **\$643.95**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF FEBRUARY 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
64-6400-0000-63100	Office&Misc Exp	P2000559	02/20/2020	US BANK	PAPER, PENS, LAND DIV APP	201.54
Planning PROG TOTAL						201.54
64-6420-0000-64200	Training	P2000559	02/20/2020	US BANK	2019 BLANKET PURCHASE ORDER	275.00
Economic Development Program PROG TOTAL						275.00
64-6451-0000-64901	Tax Deed Expense	P2000556	02/06/2020	LANGE ENTERPRISES INC	8405 W SEEMAN RD	47.13
Address Signs PROG TOTAL						47.13
64-6730-0000-63100	Office&Misc Exp	P2000559	02/20/2020	US BANK	TONER, FIELD BOOKS	146.84
Surveyor PROG TOTAL						146.84

I have reviewed the preceding payments in the total amount of **\$670.51**

Date: _____ Dept Head _____
Committee Chair _____