



MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, SEPTEMBER 23, 2021 – 8:00 A.M.
ROCK COUNTY COURTHOUSE N1/N2 CONFERENCE ROOM - (5th Floor)
AND VIA ZOOM

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, September 23, 2021. Chair Sweeney presided. Supervisors present in person: Al Sweeney, Russ Podzilni. Supervisors present via Zoom: Wes Davis, Wayne Gustina, Robert Potter @ 8:20AM. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Dana Sanwick (Office Coordinator), Lisa Tollefson (County Clerk), Richard Greenlee (Corporation Counsel).

Rock County Staff via Zoom: Jennifer Borlick (GIS Manager), Josh Smith (County Administrator), Richard Bostwick (County Board Chair).

1. Call to Order
Roll Call

2. Adoption of Agenda

Moved by Supervisor Podzilni **Seconded** by Wayne Gustina
Approved unanimously

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held September 9, 2021 at 8:00 am

Moved by Wes Davis **Seconded** by Alan Sweeney
Approved unanimously

4. Citizen Participation, Communications and Announcements

5. Code Enforcement

A. **Action Item** Land Divisions:

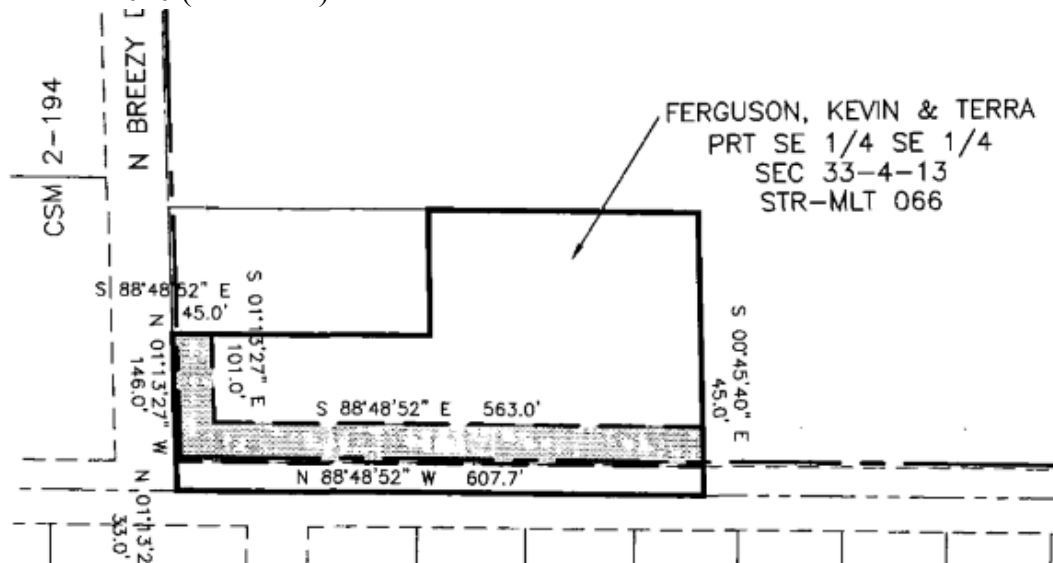
1. 2021 050 (Milton Township) – Ferguson (1 Lot CSM)
With Conditions

Moved by Wayne Gustina **Seconded** by Wes Davis
Approved unanimously

Recommendation:

Staff recommends approval of this minor land division # LD 2021 050 in the Town of Milton with the following conditions:

1. There is an existing easement that runs along Townline Rd and Breezy Drive filed in 2010 (see below).



Any additional existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).

2. Per Section § 400-35D(5) of the Town of Milton zoning code, the proposed lot does not meet the minimum 3 acre requirements of the A-3 zoning. The lot will need to be changed to meet zoning code. Recommended Rural Residential District (R-R) with a minimum lot size of 40,000 square feet.
3. Note on Final CSM: “Lot 1 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.

4. Note on Final CSM “No buildings which produce wastewater are allowed on Lot 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
5. The new lots need to meet all the requirements of the setbacks of the RR zoning district. This is a double frontage lot and could make it hard to place a residence.
6. The centerline of a driveway shall be located a minimum of 150 feet from the centerline of the nearest public road. It is recommend that the access be located off of Breezy Drive 150 feet from the intersction of Townline Rd. A note shall be included on the Final CSM indicating no access to Townline Rd on Lot 2.
7. A drainage easement shall be located on Lot 2 extending seventy-five feet on each side of the culvert under Townline Rd north easterly parallel with the existing drainageway (150 foot total width) No filling or construction shall take place in the easement.
8. Per § 400-36C the property will require a Conditional Use Permit (CUP). A conditional use in this district is to permit the following uses only after a public hearing, recommendation by the Planning and Zoning Committee and approval of the Town Board:
 - a. § 400-36C(1) Home occupation.
 - b. § 400-36C(2) Professional offices, when such office is conducted solely by a member or members of the resident family, entirely within the residence and incidental to the residential use of the premises.
9. Dedicate a thirty-three foot half road right-of-way along adjacent roads at the discretion of the Town.
10. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
11. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

2. 2021 051 (Milton Township) – Bessel (2 Lot CSM)
With Conditions

Moved by Wayne Gustina **Seconded** by Russ Podzilni
Approved unanimously

Recommendation:

I recommend approval of this minor land division # LD 2021 051 in the Town of Milton with the following conditions:

1. The location of the 20 foot sanitary sewer easement can make placement of a single family home with driveway. It is recommended that the sanitary sewer line be relocation onto the corresponding lot of the residence.
 2. Meet the minimum zoning requirements of the district including setback regulations.
 3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
 4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
 5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
6. Community Development
 7. Economic Development
 - A. **Action Item:** Resolution Authorizing Additional Uses of Computer Equipment through the Rock County Small Business and Nonprofit Grant Program

Moved by Wes Davis **Seconded** by Russ Podzilni
Approved unanimously
 8. Corporate Planning
 - A. **Action Item:** Resolution Approving Tentative 2021 County Supervisory District Plan

Moved by Wes Davis **Seconded** No second on motion
Failed by lack of a second on motion
 9. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers

10. Director's Report

11. Committee Reports

12. Adjournment at 9:15AM

Moved by Russ Podzilni **Seconded** by Wes Davis
Approved unanimously

Future Meeting Dates

October 14, 2021

October 28, 2021