

**NOTE: This is a
Teleconference**



**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, APRIL 8, 2021 – 8:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 884 2494 5497
PASSCODE: 638662**

Join Zoom Meeting

<https://us02web.zoom.us/j/88424945497?pwd=NTJRVmp6N1ZDdXZMMEMrcDd3RnY3UT09>

Meeting ID: 884 2494 5497

Passcode: 638662

One tap mobile

+19292056099,,88424945497#,,,,*638662# US (New York)

+12532158782,,88424945497#,,,,*638662# US (Tacoma)

Dial by your location

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Meeting ID: 884 2494 5497

Passcode: 638662

Find your local number: <https://us02web.zoom.us/u/keePArljkX>

Join by SIP

88424945497@zoomcrc.com

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Wednesday, April 7, 2021. To submit a public comment use the following email: planning@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>



Agenda

**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, APRIL 8, 2021 – 8:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 884 2494 5497
PASSCODE: 638662**

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held March 25, 2021 at 8:00 am
4. Citizen Participation, Communications and Announcements
5. Code Enforcement
 - A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Division:
 1. 2021 013 (Janesville Township) – Ackerman (Six Lot Subdivision)
 2. 2021 015 (Janesville Township) – Rollingwood Development (Seventeen Lot Sub.)
6. Community Development
 - A. **Action Item:** Approval or Denial of a Citizen Objection of a subordination request denial associated with an existing Community Development Mortgage.
7. Economic Development
8. Land Information Office
 - A. **Action Item:** Request for Approval of Purchase Greater than \$10,000: Register of Deeds Bastion Software (Memo Attached)
9. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers
10. Director's Report
11. Committee Reports
12. Adjournment

Future Meeting Dates
April 22, 2021 8:00 AM
May 13, 2021 8:00 AM



MINUTES

PLANNING & DEVELOPMENT COMMITTEE MEETING THURSDAY, MARCH 25, 2021 – 8:00 A.M. Meeting was teleconferenced using Zoom

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, March 25, 2021. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina, Russ Podzilni, and Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Dana Sanwick (Office Coordinator), Christine Munz-Pritchard (Senior Planner), Steve Godding (Planner III)

Others Present: Supervisor Genia Stevens

1. Call to Order. Roll Call.
2. Adoption of Agenda

Moved by Supervisor Gustina, **Seconded** by Supervisor Potter. **Approved (5-0)**

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held February 25, 2021 at 8:00 am

Moved by Supervisor Davis, **Seconded** by Supervisor Podzilni. **Approved (5-0)**

4. Citizen Participation, Communications and Announcements

Supervisor Davis announced there would be a hearing regarding the Darien Solar Project, Bradford Township, on April 22, 2021 at 1pm and 6pm. Dana Sanwick will send the information to the Supervisors.

5. Code Enforcement

A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Division:

1. 2020 066 (Newark Township) – Heldt (1 Lot CSM)
Moved by Supervisor Gustina, **Seconded** by Supervisor Potter
Approved (5-0) with Conditions

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: “No building which produce wastewater are allowed on Lot 1 until acceptable mean of wastewater disposal is approved by the necessary governmental agencies.”

3. Subject to Town of Newark approval of zoning change to A3.
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 the final approval.

2. 2021 010 (Bradford Township) – Huisheere (1 Lot CSM)
Moved by Supervisor Podzilni, **Seconded** by Supervisor Potter
Approved (5-0) with Conditions

Conditions:

1. Per Section 4-1 of the Town of Bradford zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended zoning to A-2.
2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. Note on Final CSM “No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
4. Dedicate 33 foot half road right of way along S Emerald Grove Rd at the discretion of the Town of Bradford.
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 final approval.

6. Community Development

Andrew Baker shared that he and Dana Sanwick met via zoom with Todd Mandel, the Interim Director at Wisconsin Partnership for Housing Development to discuss how to advertise the programs to get CDBG and HOME funds used.

Andrew Baker also shared that the next agenda will include a Citizen Objection for review.

7. Economic Development
NONE

8. Finance

A. Information Item: Committee Review of Payments

Dana Sanwick verbally reviewed the bills as the Committee Review of Payments form for February was not attached to the agenda. Dana Sanwick will send a copy of the Committee Review of Payments to the Supervisors to review.

B. **Action Item:** Transfers

None

9. Director's Report

Andrew reported that Chris Munz-Pritchard is working with the towns on the administration of MOA's (Memorandum of Agreement).

10. Committee Reports

None

11. Adjournment at 8:29AM

Moved by Supervisor Gustina, **Seconded** by Supervisor Potter
Approved (5-0)

Future Meeting Dates

April 8, 2021 8:00 AM

April 22, 2021 8:00 AM



AGENCY USE ONLY

Application Number: LD2021 003

Received By - Date
(MM/DD/YYYY): 3/3/21

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

Transfer to Adjoining Owner
Plat of Survey or CSM

Lot Combination
CSM Required

Plat of Survey for lots greater than 35 acres

- 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:	JANET M. ACKERMAN REVOCABLE TRUST			Telephone:	608-751-1035		
Address:	4120 W. COUNTY ROAD A	City:	JANESVILLE	State:	WI	Zip:	53548
b. Name:				Telephone:			
Address:		City:		State:		Zip:	

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS AND ASSOCIATES, INC			Telephone:	608-752-0575		
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
- Create 6 New Lots
- Include an explanation of the proposal along with any other considerations not included on the application form.

10. Land division area location:	Town of JANESVILLE	1/4 of SW 1/4
	Section 20	Tax parcel number(s) - 6-8-182

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 CITY OF JANESVILLE
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): 24 ± ACRES | 14. Land division area (Square feet or acres): 24 ± ACRES | 15. Current zoning of land division area: A-2 |
| 16. Number of new/additional lots created by land division: 6 | 17. Future zoning of new/additional lot(s) created by land division: A-3 | 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):
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: <u><i>Roll J. [Signature]</i></u>	DATE: <u>1/28/2021</u>
--	------------------------

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:

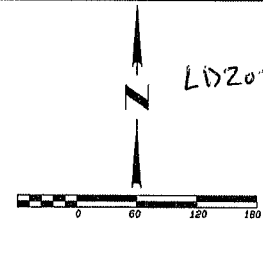
ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
51 N. MAIN ST.
JANESVILLE, WI 53545

PRELIMINARY SUBDIVISION

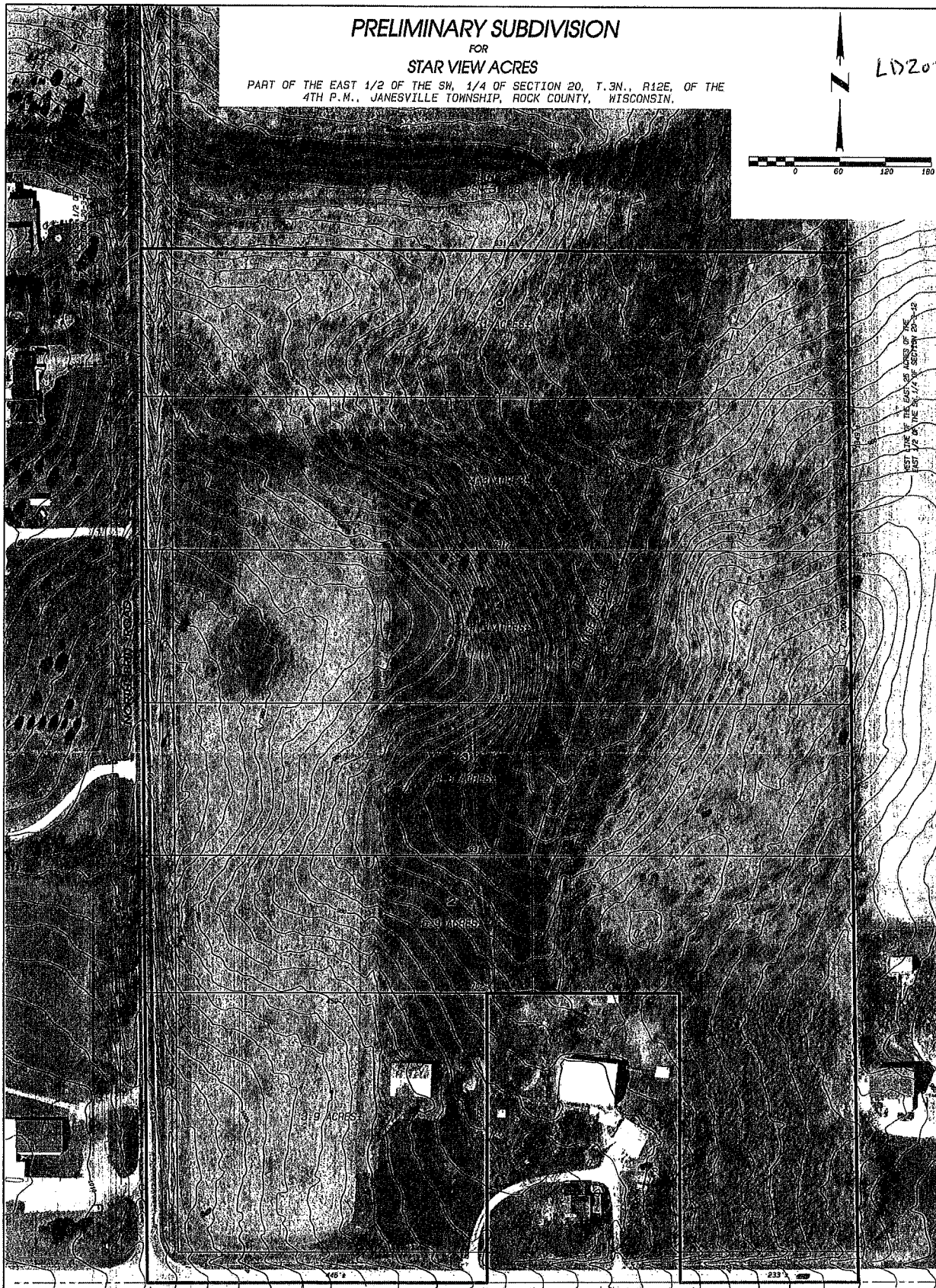
FOR

STAR VIEW ACRES

PART OF THE EAST 1/2 OF THE SW, 1/4 OF SECTION 20, T.3N., R12E, OF THE 4TH P.M., JANESVILLE TOWNSHIP, ROCK COUNTY, WISCONSIN.



LD2021013



WEST LINE OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 20, T.3N., R12E, OF THE 4TH P.M., JANESVILLE TOWNSHIP, ROCK COUNTY, WISCONSIN.

31.9 ACRES

FILED IN COURT

Combs & Associates 100 W. Milwaukee St. JANESVILLE, WI 53508 www.combsandassociates.com	• LAND SURVEYING	DATE	03/02/21
	• LAND PLANNING	BY	BFG
	• CIVIL ENGINEERING	PROJECT NO.	121-026
		CURR.	ACKERMAN

100 W. MILWAUKEE ST.
JANESVILLE, WI 53508
WWW.COMBSANDASSOCIATES.COM

100 W. MILWAUKEE ST.
JANESVILLE, WI 53508
1601 608 752-0370
1601 608 752-0359

MEMORANDUM

To: Planning and Development Committee
Don Blakeney, Clerk Town of Janesville
Andrew Baker, Planning Director Rock County

From: Christine Munz-Pritchard, Senior Planner Rock County

Date: March 30, 2021

Summary of Request	
Requested Approvals:	Subdivision Plat, Major Land Division #LD 2021 013
Location:	Tax ID: 016 020036 Parcel Number: 6-8-182 SW ½ 6-8-182
Town:	Janesville
Zoned:	General Agricultural District Two (A-2)
Proposed Zoning	Agricultural District Three (A-3) (3 Acres +)
Future Land Use:	Mixed Use



The proposed plat is located in the Town of Janesville. The current lot is located on the Northeast corner of Britt Road and County Road A. The proposed subdivision consists of 6 lots located on an existing 24.660 acre lot (+/-). This layout utilizes an existing Britt Road, there is a

drainage easement that runs north from proposed lot 6, to proposed lot 2. Currently, the lot has an accessory structure and there is part of the driveway for Parcel Number: 6-8-182.1.

Recommendation

Staff recommends preliminary approval of subdivision plat subject to the following conditions of approval:

1. The existing accessory building needs to be removed if the lot isn't built within one year of the plat being approved.
2. There is an existing driveway for Parcel Number: 6-8-182.1 on the proposed lot 1. This needs to either be removed or an easement for that access needs to be established with the landowner.
3. Utility easements to be located on lots as requested by utility companies.
4. Utilities shall be installed prior to the final approval of the subdivision plat.
5. Approval of Plat is conditioned on approval for the rezone by the Town of Janesville.
6. Site improvements may be necessary at the intersection of Britt Road and County Road A to improve safety. This may include both improvements to the road and/or maintenance of vegetation to improve site distance.
7. Final Plat shall include drainage easement as shown on the preliminary
8. Final Plat shall indicate no access along Hwy A
9. The developer shall reimburse the Town of Janesville for the installation of the necessary road signs as included and approved in the road construction plans.
10. Final subdivision plat to be submitted and approved by the Planning and Development Agency within thirty-six (36) months of the date of Preliminary approval by the Planning and Development Committee.

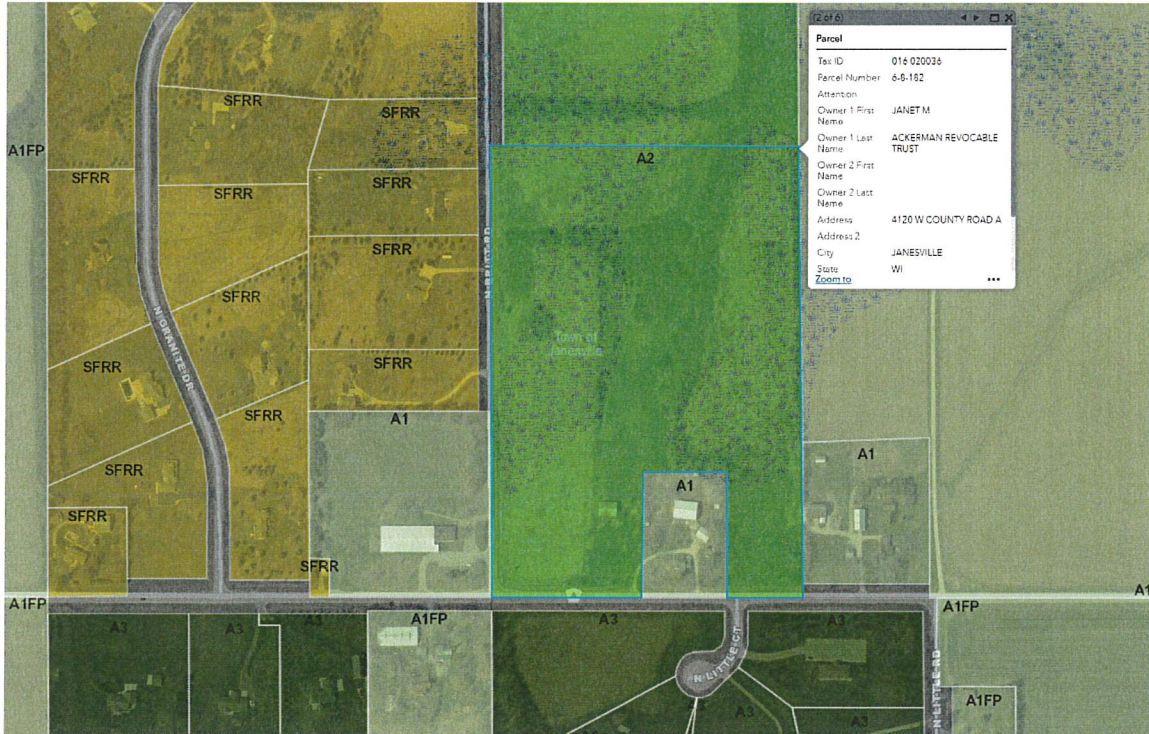
Per the application, the proposed changed in zoning will be changed to Agricultural District Three (A-3) (3 Acres +). The requirements that apply to this district for a zoning permit are as follows (A-3):

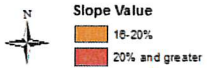
- | | | |
|-----|--|---|
| (A) | Maximum Building Height -----
No maximum on other structures. | 35 ft. residential structures – |
| (B) | Minimum Side Yard:
Principal Buildings -----
Accessory Buildings ----- | 20 ft. on each side
8 ft. on each side |
| (C) | Minimum Front Yard Setback ----- | 50 ft. |
| (D) | Minimum Rear Yard Setback ----- | 50 ft. |

MEMORANDUM

LD 2021 013

- (E) Minimum Lot Area ----- 3 acres
- (F) Animals per acre – 1 large farm animal per acre. Additional animals per acre will require a Conditional Use Permit.
- (G) All front yard setbacks are to also refer to Section 9.1 of this Ordinance for setbacks on Arterial, Collector, and Local roads.
- (H) Minimum lot width ----- 100 ft.
- (I) Minimum Residential Floor Area----- 1000 Sq. Ft.
- (J) Minimum Residential Building Width----- 24 Ft.
- (K) Minimum Lot Frontage on a Public Road ----- 100 Ft.





2010 Topography
2020 Air Photo



AGENCY USE ONLY

Application Number: LD 2021 015

Received By - Date
(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

1. 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
2. Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
3. 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.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	ROLLINGWOOD DEVELOPMENT, INC	Telephone:	608-201-3571
Address:	614 PINE STREET	City:	JANESVILLE
		State:	WI
		Zip:	53548
b. Name:		Telephone:	
Address:		City:	
		State:	
		Zip:	

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS AND ASSOCIATES, INC	Telephone:	608-752-0575
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
 Create 17 New Lots
 Include an explanation of the proposal along with any other considerations not included on the application form.

10. Land division area location:

Town of	JANESVILLE	SW 1/4 of	SW 1/4
Section	3	Tax parcel number(s) -	6-8-23A

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 OF JANESVILLE

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): 29.1 ± ACRES	14. Land division area (Square feet or acres): 29.1 ± ACRES	15. Current zoning of land division area: SFRR
16. Number of new/additional lots created by land division: 17	17. Future zoning of new/additional lot(s) created by land division: SFRR	18. Future zoning of parent lot: SFRR

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): 6-1-2021

22. Public improvement construction will begin on (mm/dd/yyyy): Summer of 2021

APPLICANT STATEMENT AND SIGNATURE

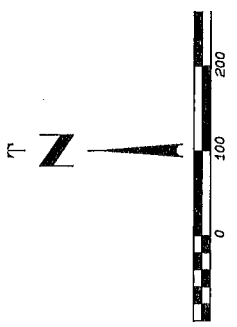
I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that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

LANDOWNER/PRIMARY CONTACT SIGNATURE: *Rollingwood Development, Inc* DATE: 2-2-2021

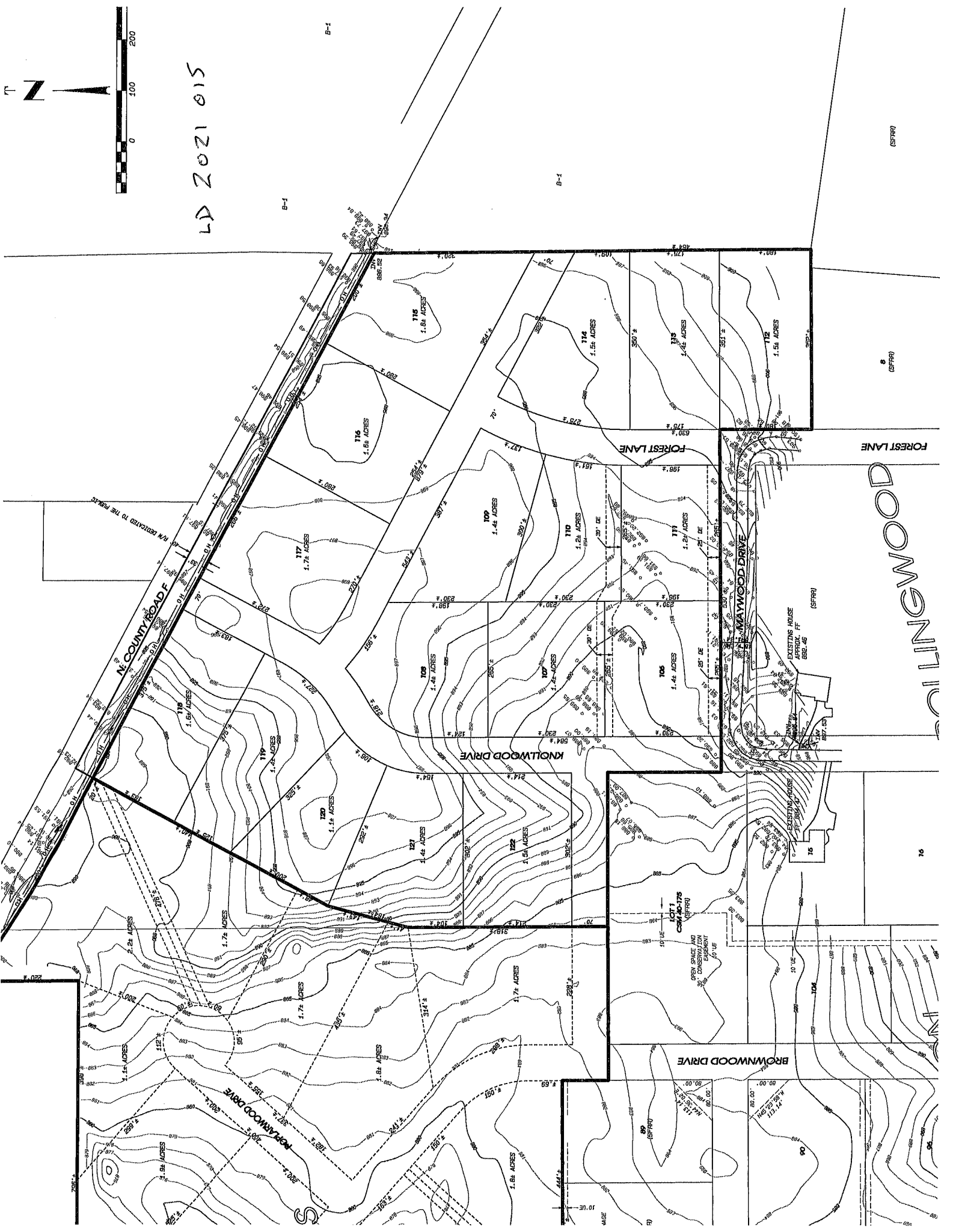
APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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



LD 2021 015



(SFFR)

(SFFR)

(SFFR)

(SFFR)

MEMORANDUM

To: Planning and Development Committee
Don Blakeney, Clerk Town of Janesville
Andrew Baker, Planning Director Rock County

From: Christine Munz-Pritchard, Senior Planner Rock County

Date: March 30, 2021

Summary of Request	
Requested Approvals:	Subdivision Plat, Major Land Division #LD 2021 015
Location:	Tax ID: 016 003005 Parcel Number: 6-8-23A
Town:	Janesville
Zoned:	Single Family Rural Residential District (SF-RR)



The proposed plat is located in the Town of Janesville. The proposed subdivision consists of 17 lots located on an existing 29.1 acre lot. This layout includes the extension of two existing roads, Forest Lane and Knollwood Drive, in addition to a new road joining the two parallel roads, which currently has not been named.

Recommendation

Staff recommends preliminary approval of subdivision plat subject to the following conditions of approval:

1. The “dead end road” located between lot 114 and 115 needs to be constructed for lot 115 to meet the minimum requirements of street frontage.
2. There is a “gap” in the plat that is dependent on the “future phase” being constructed. This should be added to the lot on the east Tax ID: 016 004005 Parcel Number: 6-8-28.

MEMORANDUM

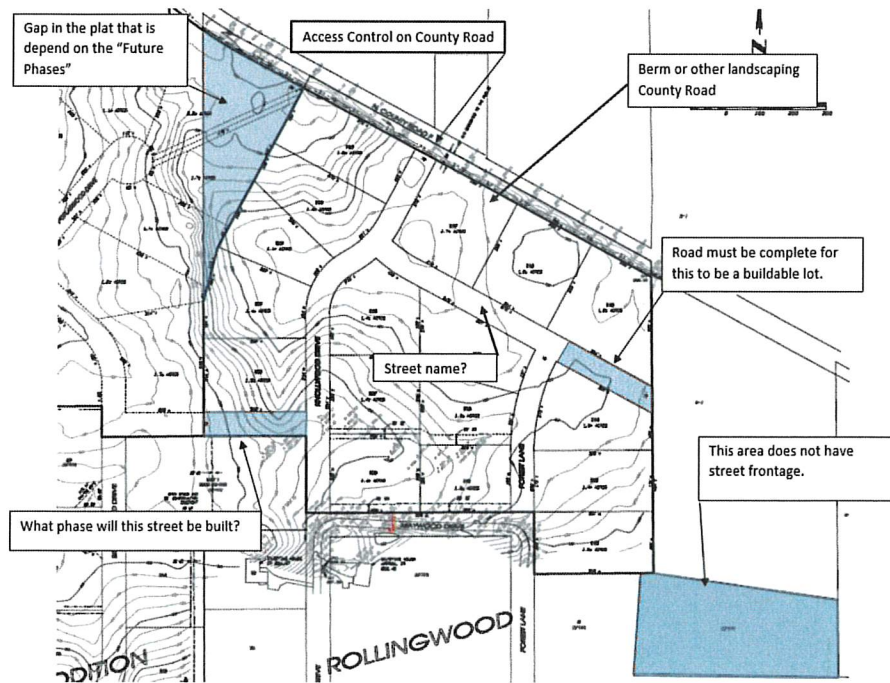
LD 2021 015

3. There is an area behind Lot 112 that does not have street frontage and needs to be added to the lot located at the North Tax ID: 016 003012 Parcel Number: 6-8-23.3.
4. Note on Final Plat: "No buildings which produce wastewater are allowed on Lots 106-122 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
5. Utility easements to be located on lots as requested by utility companies.
6. Utilities shall be installed prior to the final approval of the subdivision plat.
7. Construction Site Erosion Control Permit shall be obtained from the Rock County Land Conservation Department prior to the start of any clearing and grubbing activity.
8. A Storm Water Management Permit shall be obtained from the Rock County Land Conservation Department prior to the start of construction. This Phase of the subdivision does not include storm water storage. A larger facility is located in a future phase. The approval of a Storm Water Permit may dictate that temporary facilities be constructed as part of this addition or that the area planned in a future addition be constructed at this time.
9. A Homeowners Association shall be responsible for maintenance of the storm water management facilities as previously established via the Covenants and Restrictions associated with the original subdivision plat. Documentation that the Association has been established shall be provided prior to approval of the final plat.
10. A note shall be included on the final plat which states "Refer to recorded storm water management agreement for required facility maintenance."
11. The Storm Water Management Plan shall include a driveway culvert size for each lot.
12. The developer shall be responsible for all costs to the Town of Janesville (or other entity working as the Town's agent) associated with the review of road construction plans and on-site inspections during construction.
13. Road construction plans shall be submitted to and approved by the Town of Janesville or another entity working as the Town's agent. The design shall incorporate the most recent standard road cross-section. The road construction plans shall include a proposed schedule for asphalt pavement and gravel shoulder installation as it relates to the development of lots. The developer shall be responsible for all costs associated with road construction improvements.
14. Site improvements may be necessary at the intersection of Knollwood Drive and County Road F. to improve safety. This may include both improvements to the road and/or maintenance of vegetation to improve site distance. Consideration of any necessary improvements should be made during the road construction plan review process.
15. The developer shall reimburse the Town of Janesville for the installation of the necessary road signs as included and approved in the road construction plans.

MEMORANDUM

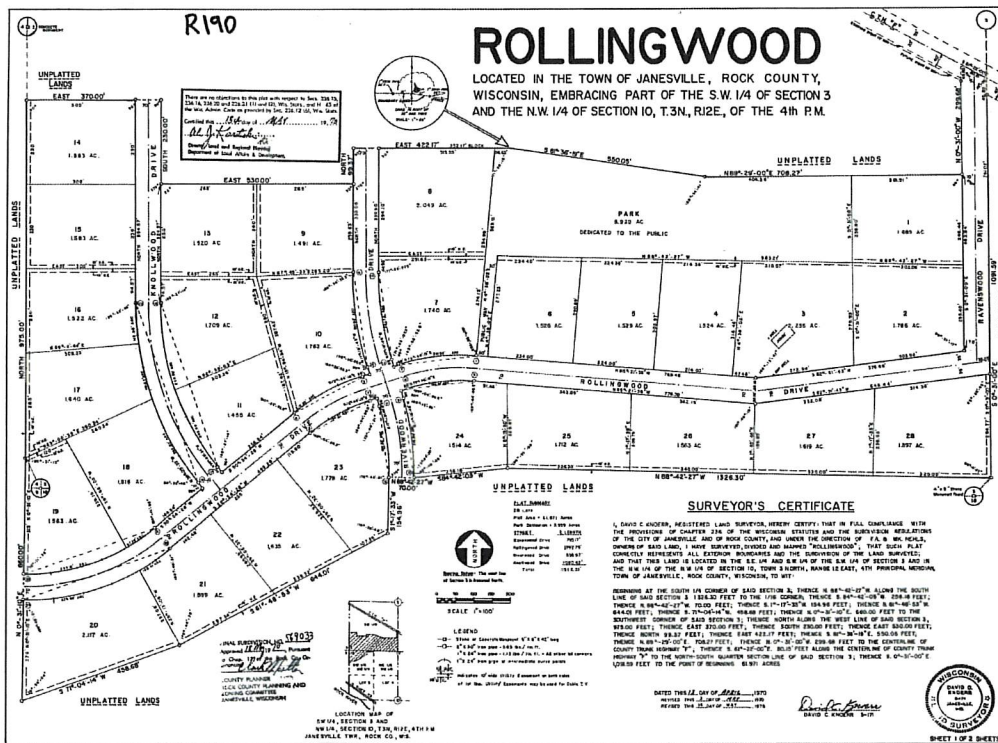
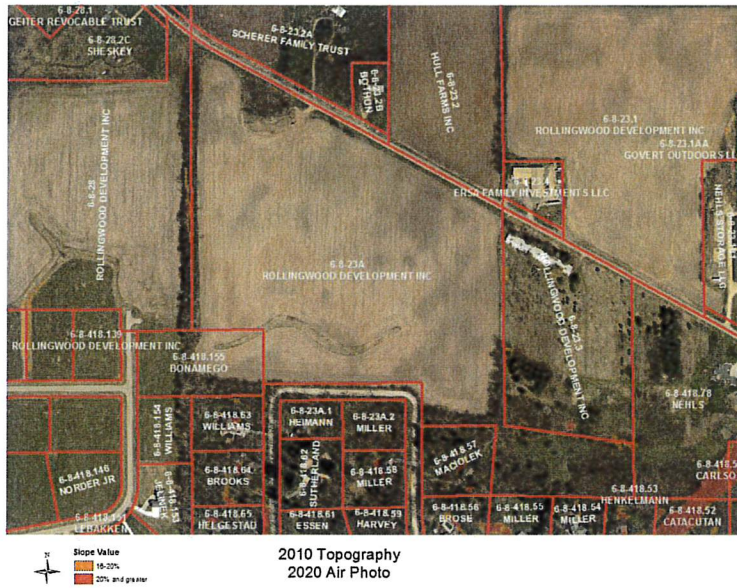
LD 2021 015

16. A performance bond or similar financial instrument shall be provided to the Town of Janesville to provide assurance for the road construction work (e.g. final lifts of asphalt, gravel shoulders, etc) that is scheduled to be completed after the final approval of the subdivision plat. The amount and duration shall be approved by the Town of Janesville and be released only after final acceptance of the roads by the Town of Janesville.
17. Developer shall provide the Town of Janesville as-built plans documenting the construction of the public roads. The level of detail required shall be decided as part of the plan review and approval process.
18. Final subdivision plat to be submitted and approved by the Planning and Development Agency within thirty-six (36) months of the date of Preliminary approval by the Planning and Development Committee.



MEMORANDUM

LD 2021 015



The requirements that apply to this district for a zoning permit are as follows:

Minimum Residential Building Width -----	24 ft.
Maximum Building Height -----	35 ft.
Minimum Front Setback -----	50 ft.

MEMORANDUM

LD 2021 015

Minimum Rear Yard Setback -----	50 ft.
Accessory Buildings Setback -----	8 ft.
Minimum Lot Width -----	100 ft.
Minimum Lot Frontage on Cul-de-sac -----	50 ft.
Minimum Lot Area -----	40,000 sq. ft. (.918 acres)
Minimum Side Yard Setback -----	15 ft.
Minimum Floor Area -----	1000 sq. ft.
Off-Street Parking, Residential -----	2 spaces per family.
All front yard setbacks are to also refer to Section 9.1 of this Ordinance for setbacks on Federal, State and County roads.	
Minimum Lot Frontage on a Public Road -----	100 ft.
Maximum building height for a garage and/or an accessory building -----	18 ft.

March 15, 2021

703

608-290

Rock County Planning & Development Committee

I wish to object to a determination made by the Director of Rock County Planning & Development. I request the following to be reconsidered by the Planning & Development Committee:

We want to refinance our home to include a loan we took to replace our deck. It was falling apart and safety had become an issue. We talked with the Bank of Brodhead financial officer, Craig O'Leary and discussed adding the loan once the work was done. The short term loan is for 9% interest. We are also interested in a reduced interest mortgage rate when refinancing. With the additional amount of this loan, it will not exceed the 80% maximum amount.

Current Bank Loan: \$52,217.85

Rock County Grant: \$15,000.00

New Loan: \$12,658.97

Total: \$79,876.82

80% of fair market value is \$81,120.00.

Once everything was completed, I gave the receipts to O'Leary. He in turn contacted your department for the refinancing. The receipts state paid in full because we used the money from the loan to pay amounts we needed while the work was being completed.

Please take our request into consideration as we made our home a safer place to live.

Thank you in advance,

Item 6A

ROCK COUNTY, WISCONSIN



Planning, Economic & Community
Development Agency
51 South Main Street
Janesville, WI 53545
Phone: 608-757-5587
Website: www.co.rock.wi.us

November 12, 2020

The Bank of Brodhead
Craig O'Leary
806 E Exchange St
Brodhead WI 53520

RE: Subordination Request
Property Address:

Dear Mr. O'Leary:

We are in receipt of a request to subordinate the mortgage on the above noted property for
At this time the subordination request is being denied for the reasons below.

Loan to value ratio exceeds the 80% threshold that is allowed. Fair Market Value of \$101,400.00 from the 2019 Tax Bill was used to find the loan to value ratio as an appraisal was not available.

* The renovation of the deck was done late 2019/early 2020 and receipts show that it has been paid in full. That would make the \$12,658.97 for the deck a cash out loan and is not allowed under Rock County's Community Development Policies & Procedures Manual. *

Enclosed are a copy of the Rock County's Community Development Polices & Procedures for Subordination and a Citizen Objection form.

If you have any questions, please contact our Agency at (608) 757-5587 and we will be glad to assist you.

Sincerely,

Handwritten signature of Dana Sanwick in cursive.

Dana Sanwick, Office Coordinator
Rock County Planning, Economic & Community Development

Enclosures (2)

Item 6A

Rock County Policies and Procedures

Loan Servicing: Subordination

Homeowners who want to refinance an existing loan during the period of affordability must submit in writing the following information to Rock County staff:

- The reason for the subordination request;
- The names, address, and contact person(s) at the cooperating financial institution;
- The new mortgage amount that would take precedence over the Grantee's mortgage;
- Copies of estimates for any rehab/construction work being completed; and
- The current established fee, \$100.00, to cover costs associated with the loan subordination.

Rock County will, on a case-by-case basis, consider subordination requests for owners wishing to refinance their loans. Staff may approve requests when an owner wishes to:

- Refinance an existing mortgage to obtain a reduced interest rate;
- Refinance an existing mortgage to obtain a comparable interest rate and extended payment terms so long as the loan to value ratio of the resulting first and second mortgages does not exceed 80 percent; and
- Refinance an existing mortgage as necessary to halt foreclosure proceedings by a bank or to halt tax deed proceedings by the county.

Rock County staff will submit a request to the Housing Authority (HOME loans) or the Planning and Development Committee (CDBG loans) in the case where:

- The owner wished to refinance an existing mortgage to obtain comparable interest rate and extended payment terms if the loan to value ratio including the first and second mortgages, exceeds 80 percent.

Typically, Rock County will NOT consider requests for subordinations for ANY of the following:

- Any new loan that would increase the amount of debt mortgaged against the property (unless the additional amount will be used to rehabilitate the property).
- For consolidation of consumer debt, such as credit cards, automobiles or other "cash to homeowner" transactions, or for any home equity loans other than for the sole purpose of rehabilitating one's primary residence.
- For any other type of subordination that will put the Grantee's security interest in jeopardy, unless required to halt foreclosure or tax deed proceedings.
- For any subordination where the interest rate on the new loan is 2 percent above the average local lending rate for similar type loans.

"Cash out"

Item 6A

ROCK COUNTY, WISCONSIN



Land Information Office
51 South Main Street
Janesville, WI 53545
(608) 757-5610

Request to Purchase

DATE: March 29, 2021

TO: Planning & Development Committee

FROM: Michelle Schultz, Land Information Officer
Sandy Disrud, Register of Deeds

The Register of Deeds Office wishes to upgrade their storage method for recorded real estate document images from a local server based method maintained by Rock-IT to a Cloud based method offered by their software vendor called Bastion. This change will result in multiple backups of the real estate indexes and images which span over 180 years, resulting in a more secure environment for these files. It will also provide a more reliable and consistent experience for both subscribers to the Register of Deeds Land Records System and County staff. Users will connect to Bastion over their own internet connection and will operate independently from the County Network.

The cost of \$17,400.00 annually plus a one-time charge of \$5,000.00 covers the hardware, software, maintenance and digital backups of critical components in the Register of Deeds Land Records System Storage. Updates to the software will be done completely by the Vendor instead of County staff. Rock-IT supports this upgrade and it is included in the 2021 Land Records Budget.

Item 8 A.

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF MARCH 2021

03/25/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
10-1721-0000-64200	Training					
		P2100721	03/18/2021	US BANK	WLIA CONF REG JADA	125.00
Land Records PROG TOTAL						125.00

I have reviewed the preceding payments in the total amount of **\$125.00**

Date:

Dept Head _____

Committee Chair _____

Planning & Development 4/8/2021

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF MARCH 2021

03/25/2021

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
64-6470-0000-63110	Admin Expense	P2100296	03/18/2021	US BANK	BILL.COM & QUICKBOOKS	102.93
Small Business Loan Program PROG TOTAL						102.93

I have reviewed the preceding payments in the total amount of **\$102.93**

Date:

Dept Head _____

Committee Chair _____