

**NOTE: This is a  
Teleconference**



www.co.rock.wi.us

**PLANNING & DEVELOPMENT COMMITTEE MEETING  
THURSDAY, MARCH 25, 2021 – 8:00 A.M.  
CALL: 1-312-626-6799  
MEETING ID: 844 3070 0457  
PASSCODE: 788598**

Join Zoom Meeting

<https://us02web.zoom.us/j/84430700457?pwd=N0JvdExmUFpCMGcvRFBLUWJjNERvZz09>

Meeting ID: 844 3070 0457

Passcode: 788598

One tap mobile

+13462487799,,84430700457#,,,,\*788598# US (Houston)

+16699006833,,84430700457#,,,,\*788598# US (San Jose)

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+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

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Meeting ID: 844 3070 0457

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Join by SIP

[84430700457@zoomcrc.com](mailto:84430700457@zoomcrc.com)

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Wednesday, March 24, 2021. To submit a public comment use the following email: [planning@co.rock.wi.us](mailto: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, MARCH 25, 2021 – 8:00 A.M.

CALL: 1-312-626-6799

MEETING ID: 844 3070 0457

PASSCODE: 788598

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held February 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. 2020 066 (Newark Township) – Heldt (1 Lot CSM)
    2. 2021 010 (Bradford Township) – Huisheere (1 Lot CSM)
6. Community Development
7. Economic Development
8. Finance
  - A. Information Item: Committee Review of Payments
  - B. **Action Item:** Transfers
9. Director's Report
10. Committee Reports
11. Adjournment

#### **Future Meeting Dates**

April 8, 2021 8:00 AM

April 22, 2021 8:00 AM



## MINUTES

### PLANNING & DEVELOPMENT COMMITTEE MEETING THURSDAY, FEBRUARY 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, February 28, 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), Jennifer Borlick (GIS Manager), Steve Godding (Planner III), Brad Heuer (Surveyor), and Michelle Schultz (Real Property Lister)

Citizens Present: Leo Johnson, Ron Combs (Combs & Assoc), and Kristin Belongia (Batterman)

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

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

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held February 11, 2021 at 8:00 am

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

4. Citizen Participation, Communications and Announcements  
**None**

5. Code Enforcement

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

1. 2020 079 (Clinton Township) – Brandl (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: "Lot 1 contains existing building which utilize as 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. Comply with the standards in the Town of Clinton Zoning Ordinance related to creating a new lot in the A1 Zoning District.
5. Dedicate a 33 foot half road right of way along E Lakeshore Rd at the discretion of the Town of Clinton.
6. Dedicate a 40 foot half road right of way along County Hwy J.
7. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
8. Final CSM shall be recorded with the Rock Co Register of Deeds within 6 months of the final approval.

2. 2021 002 (Clinton Township) – Janke (1 Lot CSM)  
**Moved** by Supervisor Davis, **Seconded** by Supervisor Potter  
**Approved (5-0) with Conditions**

**Conditions:**

1. The Plat of Survey, for the combination of the two lots that adds up to 80.881 acres shall be filed as part of this process.
2. Per Section 4- 4.5 of the town of Clinton 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 General Rural District Three (Ru-3) also referred to in the zoning district as A-3.
  - a. Per the Ru-3 (A-3) zoning the minimum rear yard Setback is 50 feet and side yard is 20 feet. Please verify that all setback with the new parcel lines are being meet.
3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. 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.
5. Dedicate 33 foot half road right of way along Hwy 67.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.

7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

3. 2021 003 (Clinton Township) – Johnson (1 Lot CSM)  
**Moved** by Supervisor Potter, **Seconded** by Supervisor Podzilni  
**Approved (5-0) with Conditions**

**Conditions:**

1. Per Section 4- 4.5 of the town of Clinton 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 General Rural District Three (Ru-3) also referred to in the zoning district as A-3.
  - a. Per the Ru-3 (A-3) zoning the minimum rear yard Setback is 50 feet and side yard is 20 feet. Please verify that all setback with the new parcel lines are being meet (where possible on the existing parent parcel) .
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: "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. Dedicate 40 foot half road right of way along County Hwy P.
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.

4. 2021 004 (Center Township) – Sayre (1 Lot CSM)  
**Moved** by Supervisor Davis, **Seconded** by Supervisor Potter  
**Approved (5-0) with Conditions**

**Conditions:**

1. Per Section 4- 4.5 of the town of Centers 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-3.
  - a. Per the A-3 zoning the minimum rear yard Setback is 30 ft. please verify that the 30 foot setback is being meet.
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 are approved by the necessary governmental agencies".
4. Dedicate 33 foot half road right of way along N Dohs Rd at the discretion of the Town of Center.
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.
5. 2021 005 (Porter Township) – Gomez (2 Lot CSM)  
**Moved** by Supervisor Potter, **Seconded** by Supervisor Podzilni  
**Approved (5-0) with Conditions**

**Conditions:**

1. The zoning is A-E, this needs to meet the base farm track requirements.
2. Maximum lot cover Per 3-3(1) ( E ) (2)(f) (2) of the town ordinance lots 3 acres and less: 15%.
3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. Town of Porter standard tree planting condition of 25 feet mature height and 25 feet off property line.
5. Note on Final CSM: "W County Road M to be re-dedicated."
6. Note on Final CSM: "Lot 1 and 2 contain 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.
7. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
8. Final CSM shall be recorded with the Rock Co Register of Deeds within 6 months of final approval.

6. Community Development

Andrew Baker shared that there was a meeting to discuss staffing the Housing Authority Committee. The following were in attendance: Andrew Baker, Josh Smith, Chair Bostwick, Vice-Chair Davis, Supervisor Williams, and Billy Bob Grahn.

7. County Surveyor

A. Informational Item: Update regarding re-monumentation project.

Surveyor Brad Heuer reported there are 60 section corners remaining in Rock County that do not have “survey-grade” coordinates since they were computed using Survey Maps and Records. The Survey department would like to use grant funds to focus on these Section Corners to field verify them and update their accuracy to “Survey-Grade”. Many of these corners are in hard to reach areas of the county and many have outdated survey records. This makes it difficult to know how much cost is remaining per section corner but the grant funds should get us close to being completed per the Statewide parcel mapping project’s specifications. “Remonumentation” is an on-going process since there will always be maintenance. This includes corners destroyed by construction as well as corners that have records that need updating.

8. Economic Development

**None**

9. Finance

A. Information Item: Committee Review of Payments

**None**

B. **Action Item:** Transfers

**None**

10. Director’s Report

A. Informational Item: 2020 Census Data - Redistricting Update

2020 Census data release will be delayed until at least September 2020. This means the districts created after the 2010 Census may be used for the 2022 elections. Redistricting may be delay until sometime in 2022.

B. Introduced Steve Godding – new Planner III

11. Committee Reports

**None**

12. Adjournment at 8:51AM

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

**Future Meeting Dates**

March 11, 2021 8:00 AM

March 25, 2021 8:00 AM

RECEIVED

OCT 13 2020



ROCK CO. PLANNING, ECONOMIC AND COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2020 066

Received By - Date (MM/DD/YYYY): 10-13-2020

## 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:	GERALDINE HELDT		Telephone:	608-290-3011	
Address:	2316 E WEST HART RD	City:	BELOIT	State:	WI Zip: 53511
b. Name:			Telephone:		
Address:		City:		State:	Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS & 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  
DIVIDE OF 5 ACRES TO BUILD A NEW HOME.

10. Land division area location: 

Town of NEWARK	SE 1/4 of SW 1/4
Section 19-1-11	Tax parcel number(s) - 6-14-151

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): 38.43 ACRES	14. Land division area (Square feet or acres): 5 ACRES	15. Current zoning of land division area: A1
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: A3	18. Future zoning of parent lot: A2

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: [Signature] DATE: 10-12-20



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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(14) Detention or retention areas:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(15) Cemeteries:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(16) Bridges/culverts:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(17) Rock outcroppings:	<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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 CERTIFIED SURVEY MAP

PART OF THE SE 1/4 OF THE SW 1/4 OF SECTION 19, T.1N., R.11E., TOWN OF NEWARK, ROCK COUNTY, WISCONSIN.



**Combs ASSOCIATES**  
JAMES M. COMBS  
JAMES M. COMBS  
JAMES M. COMBS

DATE: 12/01/20  
BY: JMK  
PROJECT NO.: 170-458  
SHEET: 1 OF 1  
FIELD: HELDT

2020  
066

**NOTES:**  
THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.  
THE BASIS OF BEARINGS IS ASSUMED



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

### AGENCY REVIEW

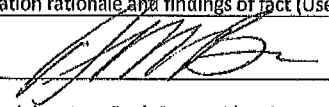
1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Land division is consistent with Town's Comprehensive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

2020 066

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: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means...	
3. ...of wastewater disposal is approved by the necessary governmental agencies."	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: 	DATE: 1/27/2021
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	

2020066

**AGENCY RECOMMENDATION**

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

- 4. Subject to Town of Newark approval of zoning change to A3.
- 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 vacant lot from an existing 40 acre parcel (6-14-151) in Newark Township. Proposed Lot 1 will be 5.0 acres. The property is currently zoned A1 by the Town, therefore a request to rezone the proposed area to A3 (3-10 acre lot size) has been submitted. The planned future land use is Agriculture, Woodlands and Scattered Residential. The Town of Newark does not current have a zoning district certified for the Farmland Preservation Program.

**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:



AGENCY USE ONLY

Application Number: 2020 010

Received By - Date  
(MM/DD/YYYY): 2/4/2021

## 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: Dan & Kristin Hulsheer Rev Trust Telephone: (608) 29  
Address: 4902 S Emerald Grove Rd City: Janesville State: WI Zip: 53546

b. Name: Telephone:  
Address: City: State: Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name: COMBS & 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

10. Land division area location: Town of Bradford SE 1/4 of NW 1/4  
Section 30 Tax parcel number(s) - 6-3-227

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): 138 acres

14. Land division area (Square feet or acres): 3 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:  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): N/A

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

### 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: *Bj M Carl* DATE: 2-1-21

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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(14) Detention or retention areas:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(15) Cemeteries:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(16) Bridges/culverts:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(17) Rock outcroppings:	<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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

2020 010

# PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SE. 1/4 OF THE NW. 1/4 OF SECTION 30, T.2N., R.14E., OF THE 4TH P.M., BRADFORD TOWNSHIP, ROCK COUNTY, WISCONSIN.



Project No: 120-474

For: HUISHEERE

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.    tel: 608 762-0575  
 Janesville, WI 53548    fax: 608 762-0534  
 www.combsurvey.com



MEMORANDUM

2021010

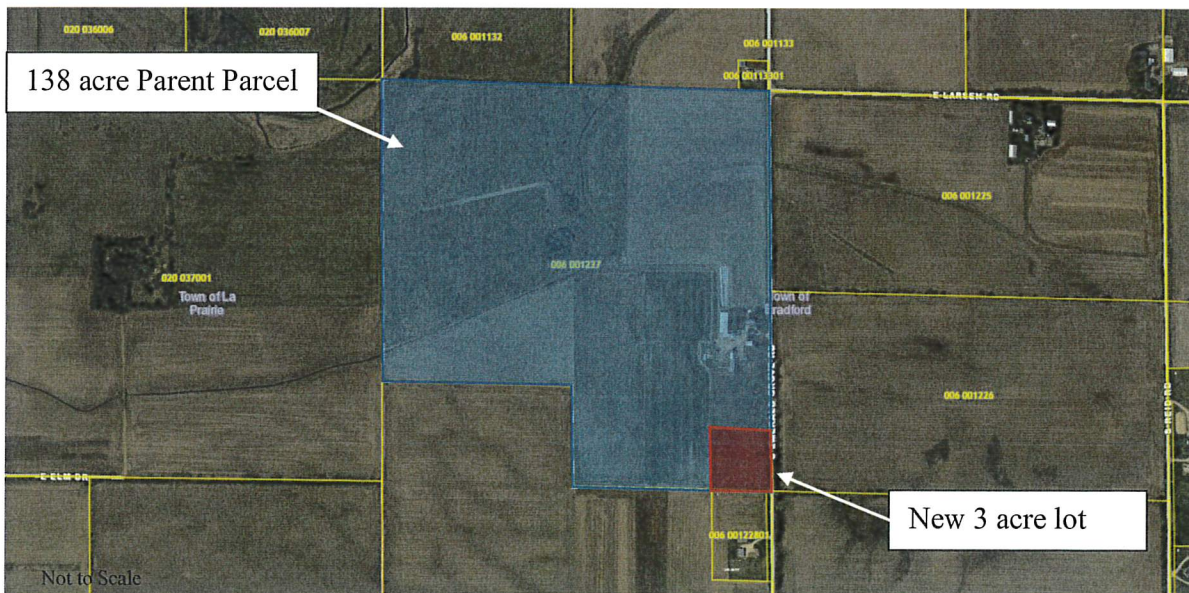
To: Rock County P&D Committee  
Andrew Baker, Planning Director Rock County  
Sandra Clarke, Town of Bradford Clerk

From: Christine Munz-Pritchard, Senior Planner Rock County

Date: February 4, 2021 (REVISED March 15, 2021)

Summary of Request	
<b>Requested Approvals:</b>	Preliminary CSM (LD 2021 010)
<b>Location:</b>	Tax ID: 006 001227 Parcel Number: 6-3-227 Section 30, T 2 N, R 14 E
<b>Town:</b>	Bradford
<b>Current Zoned:</b>	Agricultural District A-1 (Certified for FPP)
<b>Proposed Zoning</b>	Recommended zoning to A-2 (Certified for FPP)
<b>Future Land Use</b>	Agriculture

This is a minor land division, Certified Survey Map (CSM) that creates one new 3 acre lot from an existing 138 acre parent parcel in the town of Bradford. The remaining part proper is greater than 35 acres, therefore is not required to be included as part of the survey.



MEMORANDUM

The Town of Bradford A1 and A2 Zoning Districts are certified for the Farmland Preservation Program. The Board may rezone land out of a Farmland Preservation Zoning district if, after a public hearing, it makes written findings that the rezoning meets the following standards:

1. The rezoned land is better suited for a use not allowed in the farmland preservation zoning district.
2. The rezoning is consistent with any applicable comprehensive plan.
3. The rezoning is substantially consistent with the County certified farmland preservation plan.
4. The rezoning will not substantially impair or limit current or future agricultural use of other protected farmland.

The above would not apply if the zoning is changed to A2 as proposed.

**The CSM meets the minimum requirements for a minor land division per Rock County ordinance. After reviewing the proposal, I would make the following recommendations:**

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 Lots 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.

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Yes if lot being created is re-zoned to A-2 or R-R zoning.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	No building or residential located on this lot.

MEMORANDUM

<p>The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;</p>	<p>This is an undeveloped farm lot.</p>
<p>The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;</p>	<p>There does not appear to be any of the requirements on the property.</p>
<p>A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;</p>	<p>N/A</p>
<p>A preliminary concept for collecting and discharging stormwater on the land division;</p>	<p>N/A</p>
<p>Topography with two (2) foot contour interval on the land division (Subdivision Plats only)</p>	<p>N/A</p>
<p>A scale, north arrow, and date of creation;</p>	<p>Is provided</p>
<p>Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes</p>	

(A) The Town of Bradford Board may rezone land out of a farmland preservation zoning district if, after a public hearing, it makes written findings that the rezoning meets the following standards:

5. The rezoned land is better suited for a use not allowed in the farmland preservation zoning district.
6. The rezoning is consistent with any applicable comprehensive plan.
7. The rezoning is substantially consistent with the County certified farmland preservation plan.
8. The rezoning will not substantially impair or limit current or future agricultural use of other protected farmland.

MEMORANDUM

