

NOTE: This meeting will be held in person and Via ZOOM



**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, AUGUST 26, 2021 – 8:00 A.M.
ROCK COUNTY COURTHOUSE N1/N2 CONFERENCE ROOM - (5th Floor)
AND VIA ZOOM
CALL: 1-312-626-6799
MEETING ID: 844 3936 7666
PASSCODE: 298553**

Join Zoom Meeting

<https://us02web.zoom.us/j/84439367666?pwd=RHAvZ1BjVlZVWmk5SG9aMzRheHVDdz09>

Meeting ID: 844 3936 7666

Passcode: 298553

One tap mobile

+13126266799,,84439367666#,,,,*298553# US (Chicago)

+19292056099,,84439367666#,,,,*298553# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Wednesday, August 25th, 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, AUGUST 26, 2021 – 8:00 A.M.
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1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held August 12, 2021 at 8:00 am
4. Citizen Participation, Communications and Announcements
5. Code Enforcement
 - A. **Action Item: Public Hearing.** Shoreland Conditional Use Permit Application 2021 001: Pettit Campground.
 - B. **Action Item:** Approve, Approve with Conditions or Deny Shoreland CUP 2021 001: Pettit Campground.
 - C. **Action Item: Public Hearing** for Proposed Ordinance Titled: *AMENDING VARIOUS SECTIONS OF THE ROCK COUNTY SHORELAND ZONING ORDINANCE (CHAPTER 4 PART 2)*
 - D. **Action Item:** Consider for Recommendation to the Full County Board a Proposed Ordinance Titled: *AMENDING VARIOUS SECTIONS OF THE ROCK COUNTY SHORELAND ZONING ORDINANCE (CHAPTER 4 PART 2)*
 - E. Land Divisions:
 1. 2021 040 (Turtle Township) – Gander (3 Lot CSM)
6. Community Development
 - A. **Action Item:** Consider for Recommendation to the Full County Board a Proposed Resolution Titled: *Authorizing Financial Support to Fund a Study of Potential Options to Expand the Services Offered By the Rock County Housing Authority*
7. Economic Development
8. Corporate Planning
9. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers
10. Director's Report
11. Committee Reports
12. Adjournment

NOTE: A Quorum of the Rock County Housing Authority may be in attendance at this meeting for discussion, however no formal action will be taken by the Housing Authority.

Future Meeting Dates
September 9, 2021
September 23, 2021



Minutes

**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, AUGUST 12, 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, August 12, 2021. Chair Sweeney presided. Supervisors present in person: Al Sweeney, Wayne Gustina, Russ Podzilni. Supervisors present via Zoom: Wes Davis, Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Dana Sanwick (Office Coordinator), Michelle Schultz (Real Property Lister), and James Otterstein (Economic Development Manager).

Rock County Staff via Zoom: Steve Godding (Planner III), Haley Hoffman (Office Coordinator), Kate Luster (Human Services Director).

Other Supervisors present in person: Kathy Schulz.

Other Supervisors present via Zoom: Genia Stevens, Mary Mawhinney, Shirley Williams, County Board Chair Rich Bostwick.

Others present in person: Ryan Combs.

Others present via Zoom: Kelly Bedessem (City of Janesville), Stacia Connelly (Legal Action), Neil Deupree.

1. Call to Order
Roll Call
2. Adoption of Agenda
Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved (5-0)
Action item 5F removed from Agenda as the town tabled this item.
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held July 8, 2021 at 8:00 am
Moved by Robert Potter **Seconded by** Wes Davis
Approved (5-0)
4. Citizen Participation, Communications and Announcements

Andrew Baker read an email from Jessica Locher (Executive Director of ECHO) in favor of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Neil Deupree, 714 Wilson Ave in Janesville. Spoke in favor of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Supervisor Genia Stevens spoke in support of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Kelly Bedessem, Housing Director for City of Janesville, spoke in support of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

5. Code Enforcement

A. 2021 032 (Johnstown Township) – Blazer/Benash (1 Lot CSM)

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved with conditions (5-0)

1. The “pole” shall maintain a minimum width of one hundred (100) feet. This only has 100 feet at the street.
2. The “pole” of a flag lot shall not exceed two hundred fifty (250) feet, the proposed is 995+ feet.
3. The bulk of the location is farmland; flag lot does not avoid significant degradation or depletion of ESA, cultural resources, productive agricultural soils, and/or woodlands.
4. Easement of 5 acres for agricultural use.

B. 2021 034 (Center Township) – Knudson (1 Lot CSM)

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved with conditions (5-0)

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 A-2 34.99 to 10 acres & A-3, 3 to 9.99 acres.
2. Dedicate a thirty-three foot half road right-of-way along Whitmore Rd at the discretion of the Town.
3. Utility easements to be located on lots as requested by utility companies.
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.

C. 2021 041 (Avon Township) – Rosheisen (1 Lot CSM)

Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved with conditions (5-0)

1. The town may consider a re-zone from A-Prime to A-1 Agricultural District One, per code (4.2 A 2): The intent of the A-1 District is to provide for agricultural activities and uses that are compatible with agriculture that are generally best suited for smaller farm units.
2. It looks like there is an access point that utilizes the current drive to the back lot. The applicant may consider establishing an easement.
3. Dedicate a thirty-three foot half road right-of-way along W Avon North Town line Road at the discretion of the Town.
4. Meet the minimum zoning requirements for that district.
5. Utility easements to be located on lots as requested by utility companies.
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.

D. 2021 046 (Milton Township) – Fisher (2 Lot CSM)

Moved by Wayne Gustina **Seconded by** Robert Potter
Approved with conditions (5-0)

1. Lot 1 has a conservation easement. If the intent is to have it a single family buildable lot, the applicant should include the buildable area. The Conservation Easement Area may be revised/released to include only slopes greater than 16% (current standard) rather than slopes greater than 12% (the standard at the time of the 2005 land division, which was based on soil maps rather than topography). See narrative below for further explanation.
2. Historic air photos indicate that a portion of propose Lot 1 was a gravel pit. Therefore, based on prior land disturbance on the lot, an approved Soils Test for an onsite saniary system shall be required prior to final approval.
3. Note on Final CSM: “Lot 2 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. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
5. The centerline of a Private entrance or Field Entrance shall be located a minimum of 150 feet from the centerline of the nearest public road.
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.

E. 2021 047 (Newark Township) – Geise Rev Trust (1 Lot CSM)

Moved by Robert Potter **Seconded by** Wayne Gustina
Approved with conditions (5-0)

1. Per Section 4.3 Agricultural District (A-1) of the town of Newark zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A1 zoning. The lot will need to be changed to meet zoning code. Recommended A-2, 34.99 to 10 acres.
2. Dedicate a thirty-three foot half road right-of-way along Road at the discretion of the Town.
3. Utility easements to be located on lots as requested by utility companies.
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.

~~F. 2021-049 (Turtle Township) – Tall Trees Subdivision (33 Lots)~~

~~**Moved** _____ **Seconded** _____~~

6. Corporate Planning

A. **Action Item:** *Resolution* Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid

Moved by Wes Davis **Seconded by** Robert Potter

Moved by Wes Davis **Seconded by** Robert Potter

On line 49 move the word free from between provide and legal to in between aid and to. Vote was 2 Yes and 3 No; motion fails.

Supervisor Kathy Schulz introduced the resolution and the reasoning behind the creation of the resolution. Supervisor Schulz approached Legal Action to be involved for this resolution. Supervisor Schulz read a letter from a Rock County citizen that has been impacted by the pandemic and would benefit from having help from Legal Action.

Kate Luster, Director of Human Services, spoke in favor of this resolution. Human Services does not administer housing services, but they do see the impact the pandemic has had on their clients and they have assisted some of the clients with housing

Supervisor Shirley Williams assisted in drafting this resolution and is in favor of it being passed.

Stacia Connelly, Legal Action, provided information on what the funds in this resolution would be used for. Legal Action lawyers are pro bono. Salaries, benefits, resources, computers, travel, cost of filing fees for clients, etc, is funded by grants.

There was discussion between the committee members and Supervisor Schulz. The following are questions that the committee asked to have more information on:

How many in Rock County are having trouble with paying their rent?
How was the amount being asked in the resolution decided on?
How helpful is paying money to an attorney & administrative assistant as it does not help to pay the rent?
Are there stimulus programs available to low-income renters?
Are low-income renters taking advantage of any programs that are available to help low-income renters?
What are landlords that cannot afford an attorney to do when the low-income renters have an attorney that gets their client to stay in their rental without paying rent?
Will Legal Action advocate for rent payments in the case where the renter is in default due to renter's action?

Will Legal Action work with Community Action, ECHO, and other groups on behalf of renters to help landlords receive payment?
Are there any lawyers that would provide services pro bono for eviction issues?
Where did the \$5 million figure on line 67 come from?

Supervisor Al Sweeney spoke of what if situations regarding the issues that small landlords are facing due to the pandemic. Supervisor Sweeney pointed out the resolution could put the landlords in distress.

AT this point, Chair Sweeney called the question.

Denied with a roll call vote of (3 – No, 2 – Yes)

Wayne Gustina – No

Wes Davis – Yes

Russ Podzilni – No

Robert Potter – Yes

Al Sweeney – No

- B. **Action Item:** *Resolution* Authorizing Alternates To Ad Hoc Committee for Redistricting of Supervisory Districts

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved (5-0)

- C. ****Action Item:** *Resolution* **Resolution to Contract with Nokomis Networking for consulting services**

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved (5-0)

7. Community Development

- A. Housing Authority Update
Andrew Baker reported that the Housing Authority has been meeting monthly and will be presenting a resolution to hire a consultant to create a long term plan to meet some of the goals of the Housing Authority.

8. Economic Development

- A. Second Quarter Rock Ready Index / Economic Report

Mr. Otterstein reviewed the Q2 2021 Rock Ready Index, a quarterly dashboard report that is compiled and distributed by the Agency. Various statistical references, trends and observations were woven into his remarks. He also highlighted, as well as responded to questions regarding, specific economic and workforce development projects throughout the County. There was discussion. Since it was an information item, there was no Committee action.

~~9. Corporate Planning~~

10. Finance

- A. Information Item: Committee Review of Payments
B. **Action Item:** Transfers

11. Director's Report

A. Review of Proposed 2022 Budget
Andrew Baker gave a quick report on the budget for 2022. Levy request is lower than the 2021 budget.

B. 2020 Census Redistricting Update
Andrew Baker reported the first meeting of the ad hoc committee met yesterday. There is a condensed timeline but there is a delay in getting census data out due to the pandemic. Adoption of redistricting is planned for November 2021.

12. Committee Reports

13. Adjournment at 10:17AM

Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved (5-0)

Future Meeting Dates
August 26th, 2021 8:00 AM
September 9, 2021

NOTE: A Quorum of the Rock County Housing Authority may be in attendance at this meeting for discussion, however no formal action will be taken by the Housing Authority.



**ROCK COUNTY
PUBLIC NOTICE**

Notice is hereby given that Rock County Planning & Development Committee will hear a request from Jane Pettit and Jake Pettit for a Shoreland Conditional Use Permit for land disturbing activities associated with constructing new campground sites and associated parking areas at 1801 E Highway 59, Edgerton, WI. A Conditional Use Permit is required when a project will involve greater than forty cubic yards of fill and/or greater than one thousand square feet of disturbance within the Shoreland Zoning District (1,000 feet landward of Lake Koshkonong). This request is being made in compliance with Section 4.208(2) (A) and 4.214(3) of the County Shoreland Zoning Ordinance.

A Public Hearing will be held on August 26, 2021, at 8:00 AM at the N1/N2 Room (5th Floor) 51 S. Main St. Janesville, WI OR virtually via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/84439367666?pwd=RHAvZlBjVlZVWmk5SG9aMzRheHVDdz09>

If the click above is not clickable go directly to www.zoom.com click on "Join a Meeting" in the upper right corner and enter the following:

Meeting ID: 844 3936 7666

Passcode: 298553

Phone in option: 1-312-626-6799

Interested parties are welcome to attend and/or submit comments prior to the meeting. If you choose to submit your comments in advance, please do so by noon on Wednesday, August 25, 2021. To submit a public comment use the following email: planning@co.rock.wi.us. Please contact the Rock County Planning & Development Agency with any questions at 608-757-5587.

Andrew Baker

Director – Rock County Planning, Economic & Community Development

Dated: August 10, 2020

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

TELEPHONE: (608) 757-5587
FAX: (608) 757-5586
EMAIL: PLANNING@CO.ROCK.WI.US
WEB: WWW.CO.ROCK.WI.US



AGENCY USE ONLY CUP 2021

Application Number: 8/2/2021

Received By - Date (MM/DD/YYYY): 8/2/2021

Date of Hearing: 8/26/21

Permit Fee: \$620

Rock County Shoreland Conditional Use Permit Application

Required for projects consisting of land disturbance greater than 1000 square feet or 40 cubic yards of fill within the Shoreland Zoning District.

APPLICANT INFORMATION

LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE 815-378-7815

Name:	Jane Pettit or Jake Pettit			Telephone:	815 626 3327		
Address:	1901 E Hwy 59	City:	MILTON	State:	WI	Zip:	53562

AGENT (i.e. Builder, Contractor, etc)

Name:	FANNINGS EXCAVATION			Telephone:	608 734-6100		
Address:	2930 N HARMONY TOWN	City:	JANESVILLE	State:	WI	Zip:	53536

Identify the individual that will serve as the primary contact: LANDOWNER AGENT

PROPERTY INFORMATION

Sub-division name:	Not applicable <input type="checkbox"/>		Lot number:	Not applicable <input type="checkbox"/>	
Property location:	Town of	MILTON	Pt NW 1/4 of	1/4	
	Section	24-13	Tax parcel number (s) -	6-13-444C	
Road/Street name (with address if applicable):	1801 Hwy 59		Property size (Square feet or acres):	158,558 sq ft	
Property dimensions (Feet):			X		
Property is within/contains a (check all that apply):					
<input type="checkbox"/> Floodplain <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> None					
Property is adjacent to (check all that apply):					
<input type="checkbox"/> Local/Town road <input checked="" type="checkbox"/> County highway <input checked="" type="checkbox"/> State highway <input type="checkbox"/> U.S. highway					

APPLICATION SITE PLAN REQUIREMENTS

Please include a Site Plan, prepared using the Rock County internet based Geographic Information System (www.co.rock.wi.us/planning-gis-maps-data), if possible, and including following information when applicable:

<input checked="" type="checkbox"/> Approximate location and dimension of disturbed area	<input type="checkbox"/> Floodplain Boundary N/A	<input checked="" type="checkbox"/> Existing Buildings
<input type="checkbox"/> Identification and approximate location of Environmentally Sensitive Areas (e.g. steep slopes, wetlands, hydric soils, cultural resources, productive agricultural soils, woodlands) N/A	<input type="checkbox"/> Area to be filled and volume of fill N/A	<input checked="" type="checkbox"/> Erosion control measures
	<input checked="" type="checkbox"/> Planned impervious surfaces	

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a Shoreland Conditional Use Permit 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 this form, and that all information is correct, accurate, and true to the best of my knowledge and belief, with all information accessible to me. I understand that this permit application will be acted upon by the Rock County Planning and Development Committee following a Public Hearing and that Shoreland Zoning Ordinance section 4.214(3)(C) requires that the Committee shall evaluate the effect of the proposed use upon the following:

1. The maintenance of safe and healthful conditions.
2. The prevention and control of water pollution including sedimentation.
3. Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage.
4. The erosion potential of the site based upon degree and direction of slope, soil type and vegetative cover.
5. The location of the site with respect to existing or future access roads.
6. The need of the proposed use in a shoreland location.
7. Its compatibility with uses on adjacent land.
8. The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal systems.
9. Location factors under which:
 - a. Domestic uses shall be generally preferred;
 - b. Uses not inherently a source of pollution within an area shall be preferred over uses that are or may be a pollution source;
 - c. Use locations within an area tending to minimize the possibility of pollution shall be preferred over use locations tending to increase that possibility.

I understand that County Staff may inspect the property as part of the review of this application. I understand the decision by the P&D Committee may be approved, approved with conditions or denial based on the site plan and evaluation of the above reference factors. A narrative which addresses the above referenced factors has been provided as part of this application. Any change in the approved plan requires review by this P&D Agency and possibly additional approval by the P&D Committee. Any change without prior approval is considered an Ordinance violation and may result in legal action.

LANDOWNER OR AGENT SIGNATURE:	DATE: <u>8/2/21</u>
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AGENCY REVIEW

A complete review of the application is provided in the Staff memo presented to the P&D Committee.

Lot is within/contains a (check all that apply):

- Floodplain
 Floodway
 Floodfringe
 Shoreland
 Wetland
 None

Shoreland Zoning Impervious Surface Standard
 Maximum allowable impervious surface is 15% of lot area, or 30% with approve mitigation plan.
 Does not apply

4a.	Maximum Impervious Surface:	square feet
4b.	Existing Impervious Surface:	square feet
4c.	Additional Impervious Surface:	square feet
4d.	New Total Impervious Surface:	square feet

Mitigation Required Yes No If yes, additional planning is required.

Agency Recommended Action: Approve Approve with conditions Deny

PLANNING AND DEVELOPMENT COMMITTEE ACTION

Approve
 Approve with conditions
 Deny

AGENCY SIGNATURE: _____

TITLE: Administrator - Rock County Planning,
 Economic & Community Development Agency

DATE: _____



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Planning & Development Agency Staff

SUBJECT: Shoreland Conditional Use Permit #2021 001 – Jane Pettit and Jake Pettit

DATE: August 17th, 2021

Summary:

The Rock County P&D Staff has received a request from Jane Pettit and Jake Pettit for a Shoreland Conditional Use Permit for land disturbing activities associated with constructing new campground sites, associated parking areas, access roads and underground utilities at 1801 E Highway 59, Edgerton, WI. A Conditional Use Permit is required when a project will involve greater than forty cubic yards of fill and/or greater than one thousand square feet of disturbance within the Shoreland Zoning District (1,000 feet landward of Lake Koshkonong). This request is being made in compliance with Section 4.208(2) (A) and 4.214(3) of the County Shoreland Zoning Ordinance (Ordinance).

The property is located in part of Section 7, Milton Township, Parcel 6-14-44.4C.

As noted above, the Shoreland Conditional Use Permit is required based on the amount of land disturbance associated with the project. Any proposed project, regardless of the intended long term land use, requires a plan that meets the Ordinance standards and an approved Permit. This requirement applies to residential, commercial, industrial and other land uses. The land use or zoning change, if necessary, along with any standards associated with the long-term operation of the site, is approved and regulated by the local zoning authority. In Rock County, that is the Town. The Shoreland Conditional Use Permit does not change or alter that approval process, but rather may require revisions to the proposed site plan in order to meet standards. Furthermore, unless specifically addressed in the permit conditions, this permit will expire when the site construction is complete and the land disturbance is stabilized. There is no long-term monitoring or administrative responsibilities as there often is with a traditional zoning conditional use permit.

For this proposal, there will be site grading to prepare the sites, install underground utilities and construct access roads. This plan has been approved by the Town of Milton and has initial approval from the Health Department, which is the local entity charged with administering Wisconsin Administrative Code ATCP 79 (the State campground regulations). As noted in the Health Department plan approval letter in the packet, this campground will consist of independent camper units that will remain on site year-round and hooked to sewer and water services. In other words, this is not a traditional campground where people bring tents or their own camper unit. It will be operated similarly to the campground north of this site.

Per Section 4.214(3)(B) of Shoreland Zoning Ordinance, the Planning & Development Committee shall state in writing the grounds for granting or denying a conditional use permit. This memo and recommended Conditions of Approval are intended to provide a basis for the decision.

Section 4.214(3)(C) references “Standards Applicable to All Conditional Uses.” In deciding a conditional use permit application, the Committee shall evaluate the effect of the proposed use upon (ordinance language is in *italics* below and staff comments are in standard **bold** font):

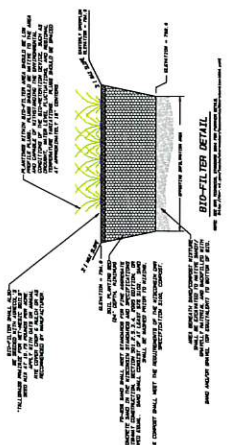
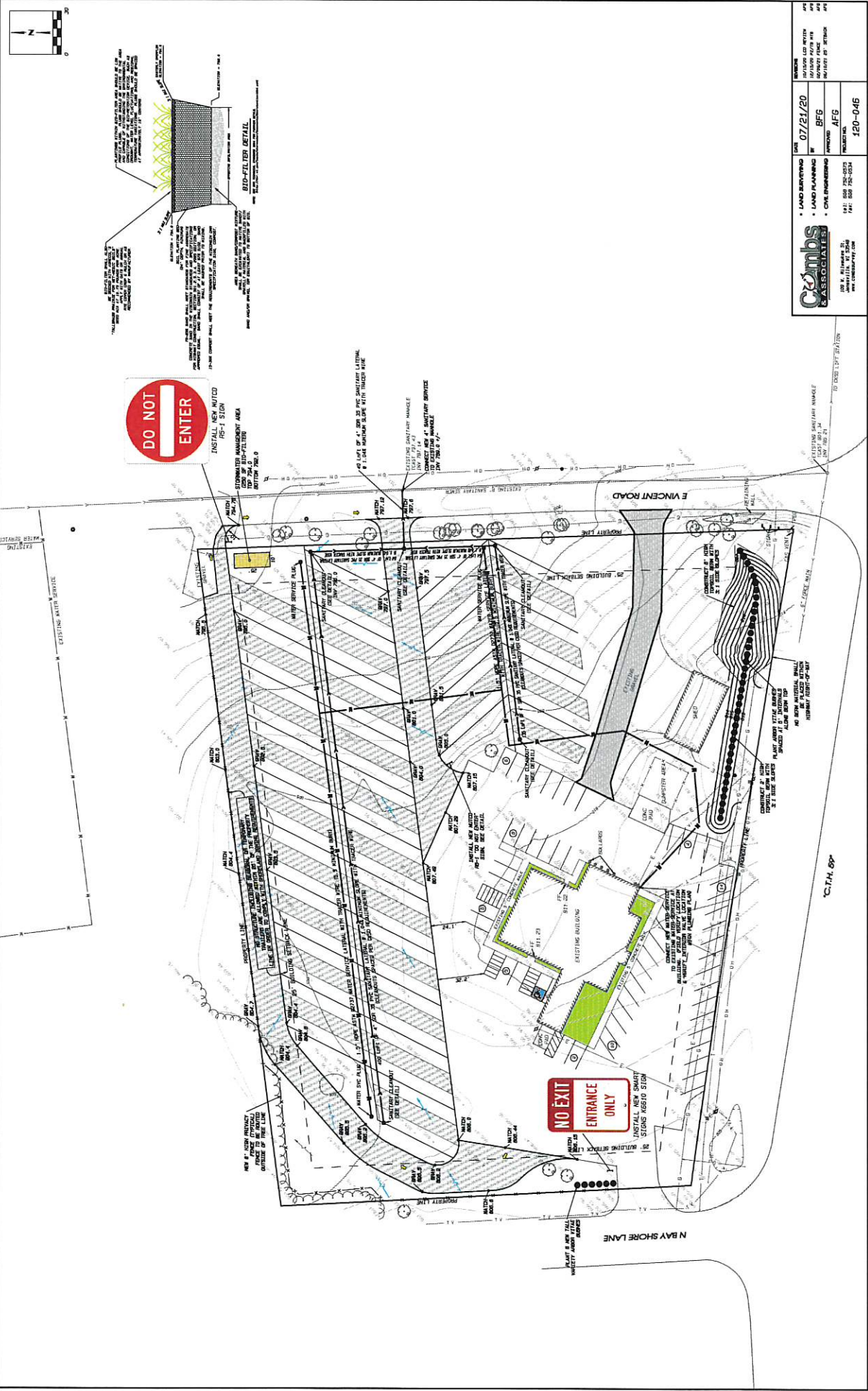
1. *The maintenance of safe and healthful conditions.* **Safe and healthful conditions will be maintained based on the proposed plan.**
2. *The prevention and control of water pollution including sedimentation.* **The extent of the proposed grading does cause a short-term concern for sedimentation that doesn't existing today. An erosion and sediment control plan is in place and must be followed.**
3. *Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage.* **Surface water drainage will be directed generally to the north east corner of the site where a storm water management basin and biofilter is planned. The project is not located in the Floodplain.**
4. *The erosion potential of the site based on the degree and direction of slope, soil type and vegetative cover.* **There is potential for short term erosion during construction of this project. Care must be taken to implement temporary erosion and sediment control measures. In review of all permits, Staff recommends minimize land disturbance as much as possible.**
5. *The location of the site with respect to existing or future access roads.* **Access road are planned.**
6. *The need of the proposed use in a shoreland location.* **The proposed project is the landowner's preferred option to change the land use in the Shoreland District. Approximately two thirds of the proposed campground is withing the Shoreland District. There are no alternatives to move the campground outside of the district, but if the plan is followed there will be minimal or no adverse impacts to the Shoreland area.**
7. *Its compatibility with uses on adjacent land.* **The use of the land will clearly change with this proposal. While the campground will not be inhabited on a year-round basis, the use can generally be deemed as residential (i.e. not commercial, industrial, etc). The compatibility with the adjacent property to the west was discussed at length during the Town of Milton approval process. Individual situations may cause conflicts in the future, just as in any neighborhood, but in the big picture the land uses are compatible.**
8. *The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal system.* **The sites will be served by sewer.**
9. *Location factors under which:*
 - a. *Domestic uses shall be generally preferred;* **This standard can generally be met.**
 - b. *Uses not inherently a source of pollution within the area shall be preferred over uses that are or may be a pollution source;* **This standard can generally be met.**
 - c. *Use locations within an area tending to minimize the possibility of pollution shall be preferred over a use locations tending to increase that possibility.* **This standard can generally be met.**

Recommendation(s) or Action(s):

Agency Staff recommends approval of the Shoreland Conditional Use Permit #2021 001 with the following conditions for the Committee to consider:

1. The smallest amount of bare ground shall be exposed for as short a time as feasible and re-stabilized in a timely fashion with approved Best Management Practices. Temporary BMPs shall be installed to minimize the chance of erosion and sedimentation during the duration of the project.
2. The project shall be completed according to the approved plans and conditions of approval unless minor revisions are approved in advance by Staff. Significant revisions to the plans will require additional review and action by the Committee.

3. All other necessary permits or approvals for the project shall be obtained prior to starting work on site. At the time of this recommendations, approvals have already be obtained from the Town of Milton, the Land Conservation Department for storm water and erosion control, the Health Department for Campground standards and the state for the sewer connection.
4. This permit expires one year from the date of Committee approval unless approved otherwise.



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DATE	07/21/20
BY	BFG
REVISION	AFG
PROJECT	120-046
SCALE	AS SHOWN

Combs & Associates
 100 S. WILSON ST.
 SUITE 100
 WASHINGTON, VT 05676
 TEL: 800.735.0579
 FAX: 800.735.0579

North Office

3328 U.S. Hwy 51 N
Janesville, WI 53545-0772
Mailing Address:
PO Box 1088
Janesville, WI 53547
608-757-5440
608-758-8423 (fax)



Public Health

www.co.rock.wi.us/health

South Office

61 Eclipse Center
Beloit, WI 53511

608-364-2010
608-364-2011 (fax)

August 13, 2021

Jane Pettit
Jake Pettit
1901 E State Rd 59
Milton, WI 53563

Dear Ms. Pettit and Mr. Pettit,

Your pre-construction plans for a new campground have been **approved**. This approval is based on the information you provided. Any significant changes to your proposal must be resubmitted to our Department for review prior to construction, as required by WI Administrative Code ATCP 79.04.

Summary of proposed campground:

- Location: 1801 E State Rd 59, Milton, WI / Parcel #6-13-44.4C
- Campground Licensee: To Be Determined*
**Property is owned by Pettit Properties LLC, but campground will be leased to and the permit will be issued to an entity to be named later.*
- Campsites: 27 sites with individual water connections, sewer connections, and fire pits
- Water: Sites will connect to the existing well that currently serves the building on the property.
- Sewer: Sites will connect to the Consolidated Koshkonong Sanitary District (CKSD)
- Plumbing Contractor: Fanning Excavating
- Other:
 - The Kosh Bar & Grill will not be a part of and will run independent of the campground.
 - There are no public backup restrooms or sanitary dump stations that will serve the campground. These general requirements are exempted strictly under the condition that the campground remains exclusive to Independent Camping Units and all sites are connected directly to the CKSD.
 - There are no public potable water outlets that will serve the campground. This general requirement is exempted strictly under the condition that each campsite has an individual potable water service.

Please be advised that you or the entity that the property will be leased to is still required to obtain a Campground Permit from our Department prior to operating. Also, you must obtain the necessary approvals from other relevant agencies prior to commencing construction. This includes shoreland zoning from Rock County Planning and applicable approvals from the Town of Milton.

Please let us know if you have any questions, want to submit changes made to the plans, or feel that any of the information above is incorrect. We can be reached at (608) 757-5440.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Wesson", is written over a horizontal line.

Matthew Wesson
Environmental Health Supervisor
Rock County Public Health Department

CC: Rock County Planning and Development Agency
Town of Milton



Public Notice

ROCK COUNTY SHORELAND ZONING ORDINANCE REVISION

The Rock County Planning and Development Agency has drafted revisions to the Rock County Shoreland Zoning Ordinance Section 4.205(3) related to front yard setback requirements for accessory structures on existing substandard unsewered lots. In general, the current fifty-foot setback requirement will be revised to twenty-five feet if certain criteria are met. The draft ordinance is available at the P&D Agency office at the Courthouse or by request. The proposed revisions pertain to the unincorporated portions of Rock County only.

Notice is hereby given that Rock County Planning & Development Committee will hold a Public Hearing on **August 26, 2021**, at 8:00 AM at the N1/N2 Room (5th Floor) 51 S. Main St. Janesville, WI OR virtually via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/84439367666?pwd=RHAvZ1BjVlZVWmk5SG9aMzRheHV Ddz09>

If the click above is not clickable go directly to www.zoom.com click on “Join a Meeting” in the upper right corner and enter the following:

Meeting ID: 844 3936 7666

Passcode: 298553

Phone in option: 1-312-626-6799

Interested parties are welcome to attend and/or submit comments prior to the meeting. If you choose to submit your comments in advance, please do so by noon on Wednesday, August 25, 2021. To submit a public comment use the following email:

planning@co.rock.wi.us. Please contact the Rock County Planning & Development Agency with any questions at 608-757-5587.

Andrew Baker

Director – Rock County Planning, Economic & Community Development

Dated: August 10, 2020

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RESOLUTION NO. _____

AGENDA NO. _____

**ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS**

PLANNING &
DEVELOPMENT
COMMITTEE
INITIATED BY _____



ANDREW BAKER, DIRECTOR
DRAFTED BY _____

JULY 28, 2021
DATE DRAFTED _____

PLANNING &
DEVELOPMENT
COMMITTEE
SUBMITTED BY _____

**AMENDING VARIOUS SECTIONS OF THE ROCK COUNTY SHORELAND ZONING
ORDINANCE (CHAPTER 4 PART 2)**

The County Board of Supervisors of the County of Rock does ordain as follows:

I. Chapter 4, Part 2, of the Rock County Ordinances shall be amended to read as follows (new language underscored, ~~deleted language crossed out~~):

4.205 Minimum Lot Size and Setbacks

(1) Purpose. Minimum lot sizes and setbacks in the shoreland area shall be established to afford protection against danger to health, safety, and welfare, preserve natural beauty, reduce flood hazards and protect against pollution of the adjacent body of water. Shoreland setbacks standards are addressed in Section 4.206 of this Ordinance.

In calculating the minimum area or width of a lot, the beds of navigable waters shall not be included.

(2) Sewered Lots

(A) Minimum Area and Width for Each New Lot. The minimum lot area shall be 10,000 sq. ft. and the minimum average lot width shall be 65 feet.

1. The width shall be calculated by averaging measurements at the following 4 locations:
 - (a) The ordinary high water mark.
 - (b) The building setback line.
 - (c) One other location on the lot within 300 feet of the ordinary highwater mark.
 - (d) The rear lot line

(B) Setbacks (Applicable to New and Existing Lots)

1. There shall be a side yard for each principal structure or building. The minimum width of one side yard shall be 8 feet. The minimum combined width of both principal side yards shall be 20 feet. There shall be a side yard of 5 feet for accessory structures excluding fences.
2. The rear yard setback for all structures shall be 25 feet.
3. The front yard setback for all structures shall be 25 feet.

(3) Unsewered Lots

(A) Minimum Area and Width for Each New Lot. The minimum lot area shall be 20,000 sq. ft. and the minimum average lot width shall be 100 feet with at least 100 feet of frontage at the ordinary high-water mark.

1. The width shall be calculated by averaging measurements at the following 4 locations:
 - (a) The ordinary high water mark.
 - (b) The building setback line.
 - (c) One other location on the lot within 300 feet of the ordinary highwater mark.
 - (d) The rear lot line

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- 1 (B) Setbacks (Applicable to New and Existing Lots)
- 2 1. There shall be a side yard for each principal structure or building. The minimum width
- 3 of one side yard shall be 15 feet. The minimum combined width of both principal side
- 4 yards shall be 40 feet. There shall be a side yard of 5 feet for accessory structures
- 5 excluding fences
- 6 2. The rear yard setback for all structures shall be 25 feet.
- 7 3. The front yard setback for all structures shall be 50 feet, except as
- 8 described in (C) below.

9

10 (C) Front Yard Setback Standard Applicable to Accessory Structures on

11 Existing Substandard Unsewered Lots

12

13 An owner of a property that does not have a garage, carport or other accessory structure

14 may request a reduction to a 25-foot front yard setback for the purpose of constructing a

15 detached accessory structure not to exceed 720 square feet if all of the following

16 requirements are met:

- 17 1. The lot(s) was platted prior to the adoption of the Shoreland Zoning Ordinance (1971)
- 18 2. The property can meet all other County Ordinance standards for Shoreland Zoning and
- 19 Floodplain Zoning, including, but not limited to, other setbacks and impervious surface
- 20 standards.
- 21 3. An area for a replacement private onsite wastewater treatment system (POWTS) is
- 22 documented by a certified professional.
- 23 4. The lot fronts on a local, Town, road with a speed limit of 35 mph or less
- 24 5. Existing lots under common ownership must be combined via Certified Survey Map if
- 25 the new accessory structure will cross the common lot line. Existing lots combined for
- 26 the purpose of constructing an accessory structure as per the standards of this section
- 27 may be approved without meeting the current minimum lots size and width standards
- 28 required for new lots.

Respectfully submitted:

PLANNING AND DEVELOPMENT COMMITTEE

Alan Sweeney, Chair

Wayne Gustina, Vice-Chair

J. Russell Podzilni

Wes Davis

Robert Potter

FISCAL NOTE:

No fiscal impact.

/s/Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes section 59.02(2).

s/ Bridget Laurent

Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

[Type here]

AMENDING VARIOUS SECTIONS OF THE ROCK COUNTY SHORELAND ZONING
ORDINANCE (CHAPTER 4 PART 2)
Page 3

Executive Summary

In a number of subdivisions platted well prior to the Shoreland Zoning Ordinance (1971) there are lots that are considered substandard, i.e don't meet current standards for new lots. Those lots are generally considered buildable as long as all other standards are met per Ordinance. Many of these lots are service by public sewer, especially in the vicinity of Lake Koshkonong. However, there are lots that are served by private onsite septic systems. By ordinance, these lots require a 50-foot road setback, just as a larger lot in a more rural area would. This is to primarily maintain a greater distance from the road for safety purposes because speed limits are higher than would normally be in a subdivision setting.

Unless prohibited for some other reasons (such as state minimum standards), if the same provision in an ordinance is regularly generating variance applications, the correct thing to do is to amend the ordinance. That is the case for these smaller lots with a required 50 foot front yard setback. A vast majority of variance requests heard by the Board of Adjustment are for a reduction of the front yard setback, often to build a detached garage. Either the existing house is already too close to the road to allow space of the garage or the lot is simply too small to make the setback functional. These variances are typically approved provided the applicant proves their case and the size of the accessory structure is reasonable (roughly a two-car garage).

The proposed ordinance amendment reduces the required setback to 25 feet as long as certain conditions are met, most importantly safety from the public road and documenting an approvable location for replacement private onsite sanitary system. A 25-foot front yard setback is consistent with the requirement for all sewered lots.

MEMORANDUM

To: Danny and Cynthia Gander – Applicant
 Deborah Bennett – Clerk – Town of Turtle
 Andrew Baker – Planning Director – Rock County

From: Chris Munz-Pritchard – Senior Planner – Rock County

Date: August 17, 2021 (Revised)

Summary of Request	
Requested Approvals:	Minor Land Division LD 2021 040
Location:	Tax ID: 038 00117801 Parcel Number: 6-19-183.1 Tax ID: 038 001182 Parcel Number: 6-19-187 Tax ID: 038 00118202 Parcel Number: 6-19-187.2
Town:	Turtle
Zoned:	Agricultural – Exclusive (AE)
Future Land Use	Agriculture

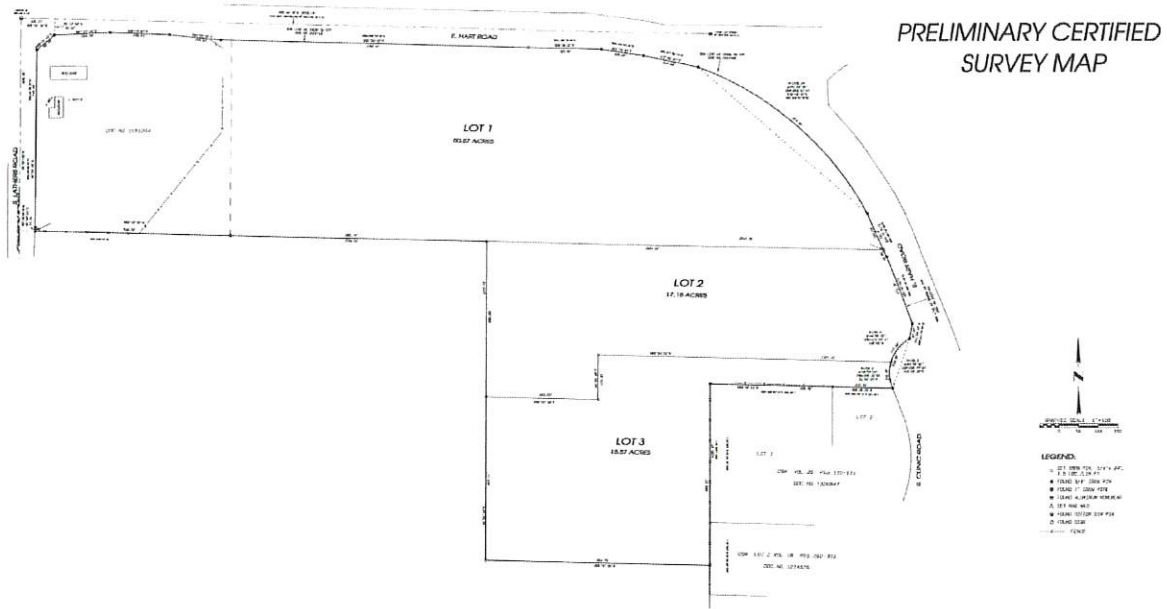
A previous minor land division application for these parcels was reviewed and approved in April 2021 (LD 2021 020) but was never filed. The proposed layout has been changed from the original April application.



The proposed land division is creating 4 new lots from an existing 3 lots totaling 152.91 acres (+/-). The original 3 lots are: 6-19-187 (orange) is 125 acres (+/-), lot 6-19-183.1 (purple) is 15 acres (+/-) and lot 6-19-187.2 (blue) is 12.910 acres (+/-).

The purpose of this land division is to create 4 new lots. Three of the lots are being shown in this new proposed minor land division, Certified Survey Map (CSM). The 4th lot (parent parcel) is not shown because it is larger than 35 acres.

MEMORANDUM



Lot 1 is 50.57 acres (+/-). This lot has an existing home located on the northeast corner of the property.

Lot 2 is 17.18 acres (+/-). There is a field entrance located on E Hart Rd. Access control should be reviewed prior to this lot being created.

Lot 3 could be viewed as a flag lot. Per Rock County Code of Ordinances Chapter 4 Part 1, Land Division Development.

Sec. 4.107. Flag lot – A lot whose width at the building site far exceeds its street frontage, containing both a “pole”, a long, narrow strip of land utilized solely to provide vehicular access to the building site, and a “flag”, containing the building site.

Sec. 4.116 (2)(e) Flag lots shall be allowed only in special circumstances when various factors render creation of a more proportionate lot, in length and width, unachievable. The “pole” of a flag lot shall not exceed two hundred fifty (250) feet in length unless additional length is needed to either avoid significant degradation or depletion of ESA* cultural resources, productive agricultural soils, and/or woodlands, or disruption of efficient agricultural operations. The “pole” shall be used exclusively for vehicular access with specified improvements including landscaping, fencing, utilities, mailboxes, and signs also permitted on the “pole”. The “pole” shall maintain a minimum width of one hundred (100) feet for all lots without access to a connection to a public sanitary sewer system, and fifty (50) feet for all lots with access to a connection to said system, for the entire length of the “pole”. No “pole” shall be located within two hundred (200) feet of another on the same side of the street unless said “poles” utilize a joint driveway.

*Environmentally Significant Area (i.e. Floodplain, Wetlands, Shallow Bedrock, Steep Slopes, Groundwater Protection Area, etc)

MEMORANDUM

Additionally, the Town of Turtle has length requirements on driveways. Per 13.09(I)(9) Each driveway shall have a turnaround within 75 feet of the house. Access for this lot should be reviewed prior to the creation of this lot.

This proposal has been approved by the Town of Turtle after a number of revisions to suit the owners' plans along with Town preferences.

After reviewing the CSM the following are recommended:

Specific P&D Approval is required for Lot 3 based on the "pole". The "pole" area is 699.86 (+/-) feet in length, however the max length per ordinance is 250 feet in length. This area needs to be reduced unless otherwise approved by the P&D Committee based on the Ordinance exceptions noted above. The lot may also be approved as proposed if a building restriction is included to limit the building area to the pole area of the lot (i.e. not the flag or behind the existing lots fronting on Clinic Rd.), however that is not the landowner's preferred option in this case.

1. Note on Final CSM "No buildings which produce wastewater are allowed on Lots 2 or 3 until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
2. Access control needs to be reviewed prior to the creation of two of these lots due the proximity of the intersection. Current there is a plan to have a joint access/driveway for Lots 2 and 3.
3. The minor land division falls under extraterritorial jurisdiction of the City of Beloit and may need additional approvals.
4. The drainage way on the parent parcel shall be documented with an easement.
5. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
6. Two of the proposed lots do not meet the minimum lot size of 35 acres in the A-E zoning district. The town will need to re-zone the lots to meet the town zoning district's requirements.
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.

MEMORANDUM

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 The preliminary CSM is showing the required information.
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;	Yes.
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, drainage ways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	This looks like it “may” have a drainage way across the lot. It should have an easement. There is a home located on “lot 1” POWTS, water and utilities are not show in this location.
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, drainage way, and pedestrian way easements, on the land division;	N/A
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;	N/A

MEMORANDUM

A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	Yes
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	

Agriculture (A-E) District, and not planned for future rural residential use on the Town’s land use plan map, or similarly named map, as contained in the Town’s Comprehensive Plan, said structure and the lot on which it is located shall be subject to the following:

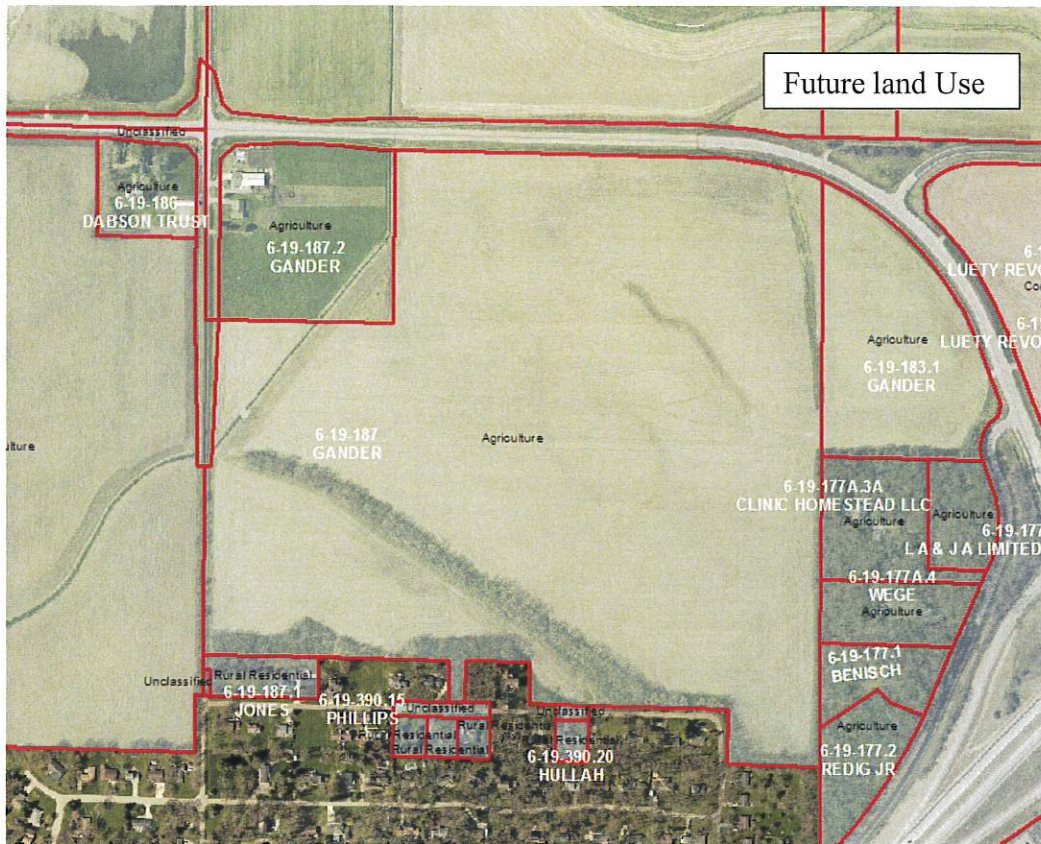
1. The residential lot does not contain soil types of Class 1, 2, or 3, Agricultural Capacity Units as indicated in the Soils Survey of Rock County, Wisconsin published by the U.S. Soil Conservation Service.
2. The number of residential lots including the farmland owner, and any son, daughter, or parent lots and any nonagricultural/residential lots cannot exceed one (1) residential lot for each one-quarter (1/4), of one-quarter (1/4), section of land (approximately 40 acres) contained in the lot originally purchased by the current landowner.
3. All residential lots shall adjoin any existing residential lots that are not located on Class 1, 2, or 3 Agricultural Capability Unit Soils, or in residential clusters not located on Class 1, 2, or 3 Agricultural capability unit soils.
4. Each residential lot shall be part of a residential cluster designed to maximize the number of lot (determined by using the one (1) lot to forty (40) acre ratio), with an internal public road or joint driveways located on future road right-of-way connecting to the public road network.

Minor land division – A land division requiring either a Plat of Survey (“POS”) or a Certified Survey Map (“CSM”), creating any of the following:

- 1) One (1) to four (4) new, additional lots with each lot larger than thirty five (35) acres, created concurrently or by successive land division within five (5) years of the recordation date of the first lot created – POS required.
- 2) One (1) to four (4) new, additional lots with each lot thirty five (35) acres or smaller, created concurrently or by successive land division within five (5) years of the recordation date of the first lot created – CSM required.
- 3) A public dedication or reservation

MEMORANDUM

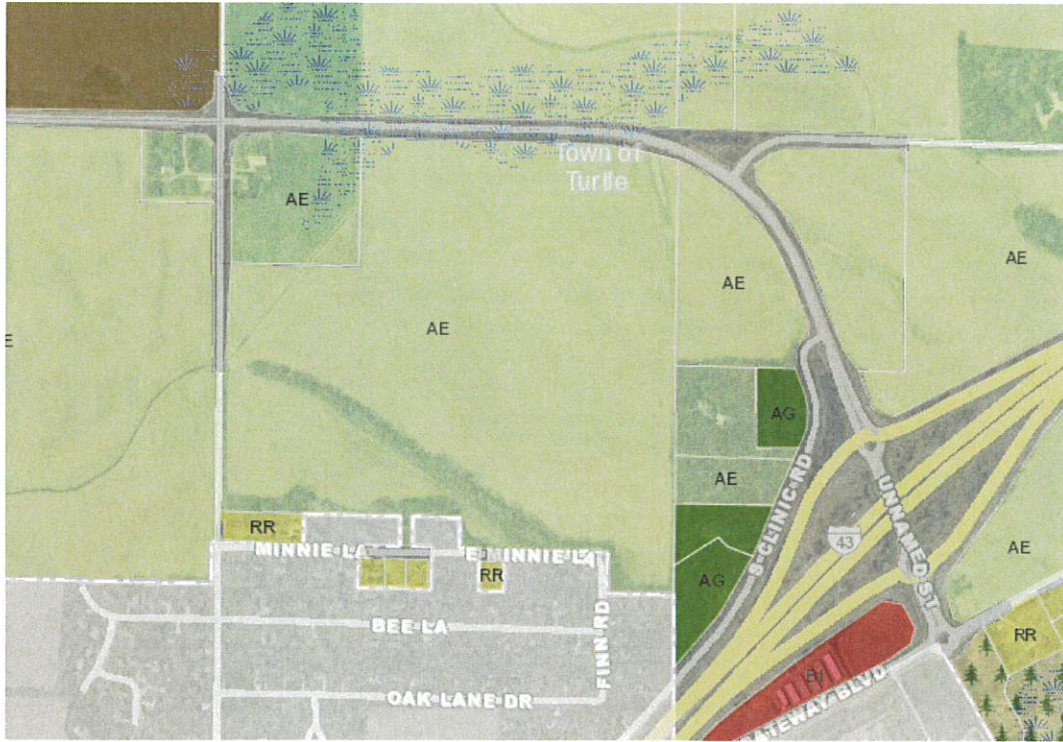
(A parent lot subject to a minor land division shall require a POS or CSM in accordance with the definition of parent lot as stated in this Sec.)



LD 2021 040

Tax ID: 038 00117801 Parcel Number: 6-19-183.1
Tax ID: 038 001182 Parcel Number: 6-19-187
Tax ID: 038 00118202 Parcel Number: 6-19-187.2

MEMORANDUM



LD 2021 040

Tax ID: 038 00117801 Parcel Number: 6-19-183.1
Tax ID: 038 001182 Parcel Number: 6-19-187
Tax ID: 038 00118202 Parcel Number: 6-19-187.2



AGENCY USE ONLY

Application Number: LD 2021 - 040

Received By - Date
(MM/DD/YYYY): 06/21/2021

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: Danny L & Cynthia A Gander		Telephone: 608-364-4767	
Address: 9127 S. Lathers Road	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
Creating 2 new lots for his children to build on and adding 38 acres to his home farm.

10. Land division area location: **Town of Turtle** **1/4 of SE 1/4**
Section 16 **Tax parcel number(s) - 6-19-187 & 6-19-183.1**

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 Beloit**

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): 140.8	14. Land division area (Square feet or acres): 83.29	15. Current zoning of land division area: AE
16. Number of new/additional lots created by land division: 3	17. Future zoning of new/additional lot(s) created by land division: AG	18. Future zoning of parent lot: AE

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: *By M Gander* DATE: 6-7-21

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

RESOLUTION NO. _

AGENDA NO.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Kathy Schulz,
Housing Authority Chair
INITIATED BY



Andrew Baker, Planning Director
DRAFTED BY

Planning and Development
Committee
SUBMITTED BY

August 4, 2021
DATE DRAFTED

**Authorizing Financial Support to Fund a Study of Potential Options to
Expand the Services Offered by the Rock County Housing Authority**

- 1 **WHEREAS**, the County of Rock has applied for and received Housing and Community Development
- 2 Grants from Federal and State Agencies since 1978 for housing rehabilitation, down payment and
- 3 emergency management assistance; and,
- 4
- 5 **WHEREAS**, the HOME Program Consortium, one source of Community Development funds, was
- 6 created in 2001 by the County with the Cities of Beloit and Janesville; and,
- 7
- 8 **WHEREAS**, it was determined by Corporation Counsel, based on State Attorney General opinion, that
- 9 counties do not have the legislative authority to administer HOME Consortium funds without the
- 10 utilization of a Housing Authority; and,
- 11
- 12 **WHEREAS**, The Rock County Housing Authority was established by Board Resolution in June 2004 via
- 13 authority found in 59.53(22) and 66.1201(4) Wis. Stats, to address unsafe inhabited dwellings, the shortage
- 14 of decent, safe and sanitary rental units for low and moderate income citizens and the shortage of affordable
- 15 dwellings available for those seeking to purchase a home; and,
- 16
- 17 **WHEREAS**, The Housing Authority consists of five members, including two County Board Supervisors,
- 18 but is not a subcommittee of the County Board, receives only minimal staff support and funding in the
- 19 Planning Department budget for conducting meetings, per diems and mileage, etc; and,
- 20
- 21 **WHEREAS**, the HOME program, including application review, contracting, project oversight and final
- 22 approval, is primarily managed by a third-party consultant and funded through administrative dollars
- 23 available via the HOME Consortium funds; and,
- 24
- 25 **WHEREAS**, the Housing Authority desires to explore the additional funding options available to expand
- 26 the housing related resources that the Authority can offer citizens in the County (based on the authority in
- 27 statutes), which can include, but is not limited to: rent/lease owned housing units, investigate living
- 28 conditions, acquire, rehab and sell property, construct new dwelling units for sale or rent; and,
- 29
- 30 **WHEREAS**, the Housing Authority would like a plan to be developed outlining options and a proposed
- 31 path to meet the long term goals. It has been determined that a consultant with expertise on these matters
- 32 would be the most cost-efficient way to generate a plan; and,
- 33
- 34 **WHEREAS**, the Housing Authority has no funding to hire a consultant to complete this task.
- 35
- 36 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 37 this _____ day of _____, 20__ directs staff from the Planning Department to develop a
- 38 Request for Proposal (RFP) for professional services which summarizes the goal the Housing Authority to
- 39 expand, in various ways, the housing resources in the County and outlines deliverables expected (i.e., the
- 40 plan); and,
- 41
- 42 **BE IT FURTHER RESOLVED**, the County Board hereby authorizes providing funding to the Housing
- 43 Authority not to exceed five thousand dollars (\$5,000.00) to contract for the professional services needed
- 44 to develop the plan.
- 45

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the Rock County Housing Authority
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47 **BE IT FURTHER RESOLVED**, the 2021 budget be amended as follow:
48

49 <u>ACCOUNT</u>	<u>BUDGET</u>	<u>INCREASE</u>	<u>AMENDED</u>
50	<u>8/1/2021</u>	<u>(DECREASE)</u>	<u>BUDGET</u>
51			
52 <u>Source of Funds</u>			
53 19-1921-0000-47010			
54 General Fund Application	-0-	\$5,000	\$5,000
55			
56 <u>Use of Funds</u>			
57 64-6925-0000-62119			
58 Other Contracted Services	-0-	\$5,000	\$5,000

Respectfully submitted,

PLANNING & DEVELOPMENT COMMITTEE

Alan Sweeney, Chair

Wayne Gustina, Vice-Chair

J. Russell Podzilni

Wes Davis

Robert Potter

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

Date

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the Rock County Housing Authority

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LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2021 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

s/Bridget Laurent

Bridget Laurent
Corporation Counsel

FISCAL NOTE:

This resolution authorizes the use of \$5,000 in unassigned General Fund balance for this study.

/s/Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Rock County's role in housing-related issues has been limited to administration of several revolving loan funds and the creation of the Rock County Housing Authority, as described in the resolution. While affordable housing and rehabilitation efforts support income eligible County residents, including clients we serve through other programs, housing programs and policy are not a mandated service area for county governments. Given the historically narrow focus of the Rock County Housing Authority and its status as an entity separate from Rock County government, Rock County staff do not have the capacity, expertise, or current legal authority to provide significant and ongoing staff support to the Housing Authority if it expands its scope of work, as it has authority to do under statutes. To the extent the County Board wishes to support the Housing Authority in further studying how it could expand its role and identify resources to support its operations, a consultant would be necessary.

/s/Josh Smith

Josh Smith
County Administrator

EXECUTIVE SUMMARY

This resolution authorizes providing funding to the Rock County Housing Authority (Authority) to hire a consultant to develop a plan intended to address the desire of Authority members to expand the housing resources that are available to county citizens.

The Authority was established in 2004 primarily to be the official administrator of HOME Consortium grant funds. It was determined at the time that the County could not administer the funds directly. The Authority, therefore, is not a subcommittee of the County Board, but does include two Board members and three citizens. Powers of the Housing Authority are authorized in 59.53(22) and 66.1201 Wisconsin Stats.

Since the establishment, the resources made available by the Authority have primarily been associated with the HOME Consortium eligible projects, i.e. rental rehab, single family home rehab and down payment assistance, all of which are applicable to low to moderate income citizens. The program is currently managed by a third-party consultant funded by the administrative dollars available through the grant program.

The Authority would like to expand housing resources available in the County beyond HOME eligible projects to address other needs, such as a shortage of low income housing. There are other State and Federal funding sources available, but navigating the options to come up with the best solution to the goals of the Authority would be best done by a private consultant with expertise on these matter. The Authority has no budget and no funds available and therefore requests that the County Board authorize a one-time payment to the Authority to proceed with an RFP and ultimately hiring of a consultant to complete a plan.