



**PLANNING & DEVELOPMENT COMMITTEE MEETING  
THURSDAY, MAY 23, 2019 – 8:00 A.M.  
ROCK COUNTY COURTHOUSE CONFERENCE CENTER – 2<sup>ND</sup> FLOOR RM 250  
JANESVILLE, WI**

**AGENDA**

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday May 9, 2019 at 8:00 am.
4. Citizen Participation, Communications and Announcements
5. Community Development
  - A. **Action Item:** Citizen Objection – Appeal of Default Determination for an existing 0% Loan for Housing Rehabilitation
6. Code Administration & Enforcement
  - A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Divisions:
    - LD2019 010 (Beloit Township) - KIP LLC (Rock Road)
    - LD2019 015 (Newark Township) – Perkins
    - LD2019 018 (Avon Township) - Engen
7. Economic Development
  - A. Information Item: Rock Ready Index Quarter One
8. Finance
  - A. Information Item: Committee Review of Payments
  - B. **Action Item:** Transfers
9. Committee Reports

*The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.*

9. Directors Report

A. Workshop for Local Planning and Zoning Officials

10. Adjournment

**Future Meetings/Work Sessions**

June 13, 2019 (8:00 am)

June 27, 2019 (8:00 am)

July 11, 2019 (8:00 am)

July 25, 2019 (8:00 am)



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY May 9<sup>th</sup>, 2019 – 8:00 A.M.  
COURTHOUSE CONFERENCE ROOM Second Floor  
ROCK COUNTY COURTHOUSE  
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:03 a.m. on Thursday, May 9<sup>th</sup>, 2019 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Wes Davis, Wayne Gustina. And Supervisor Owens. Supervisor Mawhinney was absent. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning Director) Andrew Baker (Senior Planner), and Kurt Wheeler (Planner III, Acting Secretary), Michelle Schultz (Real Property Lister), and Matt Wesson (Rock County Health Department).

Others Present: Kathy Jennings, Cindy Viney, Larry Schoman, Patricia Lombardo, Crystal Boie, Mary Boie, Rebecca Kanable, and Leon Wargowsky.

2. **ADOPTION OF AGENDA**

Amended to remove original item 5a. All other items moved up. Moved by Supervisor Gustina, Seconded by Supervisor Davis. Adopted (4-0).

3. **MEETING MINUTES – APRIL 25TH, 2019**

Motion made by Supervisor Davis, Seconded by Supervisor Owens to accept the April 25<sup>th</sup> meeting minutes. APPROVED (4-0)

4. **CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

Supervisor Davis reminded all in attendance that there will be a Law Enforcement program to remember and honor fallen Law Enforcement officers Weds, May 15<sup>th</sup> at the lower Courthouse Park Pavilion at 6 pm.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

- A. **Action Item:** Public Hearing Shoreland Conditional Use Permit – MHC Blackhawk LLC (aka Blackhawk Campground -3407 E. Blackhawk Dr. Milton WI)

Moved to go into Public Hearing by Supervisor Owens, Seconded by Supervisor Gustina.  
Time In: 8:07

Mr. Byrnes and Mr. Baker presented an overview of the project. Mr. Wesson addressed the issue of the septic system located within the project area.

Several residents of the campgrounds and lake area asked questions and voiced concerns related to the lake levels and engineering principles associated to the project.

MSA Engineer Kathy Jenkins addressed those questions with a project overview, studies that have been completed by the firm, and described construction techniques and aesthetics.

Moved to go out of Public Hearing by Supervisor Owens, Seconded by Supervisor Davis.  
Time In: 8:17

B. **Action Item: Approve, Approve with Conditions or Deny Shoreland Conditional Use Permit:**

Supervisor Owens made a Motion to approve with the plans supplied by MSA today at the meeting and with all conditions pertaining to the Conditional Use Permit drafted by Staff. Seconded by Supervisor Gustina. Approved (4-0)

**Conditions:**

1. Considering the location and the potential to displace water, only fill associated directly with the proposed road is approved. Specifically, the fill on each side of the road shall extend laterally only as needed to allow the 4:1 side slopes to match existing grades.
2. Any fill material brought to the site as part to raise the subgrade of the proposed road shall be native stone, rock or gravel. No earthen fill shall be used, other than for surface restoration and seeding of the side slopes. The purpose of this restriction is to limit the possibility of sedimentation or other forms of contamination.
3. 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 (BMPs). Temporary BMPs shall be installed to minimize the chance of erosion and sedimentation during the duration of the project.
4. If dewatering is necessary during construction all discharge shall be in upland areas and treated with BMPs designed to trap sediment.
5. 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.
6. All other necessary permits or approvals for the project shall be obtained prior to starting work on site.
7. This permit expires one year from the date of Committee approval unless approved otherwise.

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

- **(2019 011) – Union Township -Mosher**

Motion to approve with conditions made by Supervisor Gustina with staff Conditions, as well as the issue of creating a Flag Lot. Seconded by Supervisor Davis. Approved (3-1)

**Conditions:**

1. Existing utility easements shall be shown and proposed utility easements shall be placed on the lots as requested by utility companies (where applicable).
2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey, however soils on the lots 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. The deed from the adjoining owner to the Town to create frontage for the new lot shall be recorded prior to final approval.
5. Final CSM shall be submitted to and approved by the Agency one year after the preliminary approval.
6. CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

• **LD2019 014 - Janes (Union Township)**

Motion to approve with conditions made by Supervisor Davis with Conditions, Seconded by Supervisor Gustina. Approved (3-1)

**Conditions:**

1. Utility easements shall be placed on the lots as requested by utility companies (where applicable).
2. Note on Final CSM: "Lots 1 and 2 contain existing buildings which utilize an existing sewage treatment 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 system area with the building(s) that utilize the POWTS.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

6. **FINANCE**

**Action Item:**

- A. Committee review of payments  
Reviewed
- B. Transfers  
None

7. **COMMITTEE REPORTS**

None

8. **DIRECTOR'S REPORT:**

- A. Analysis of Impediments to Fair Housing Plan and County Board.

Mr. Byrnes gave an update of the study and asked for opinions from the Committee on whether to bring the study to the County Board as an Information Item or a possible future Action Item.

9. **ADJOURNMENT**

Supervisors Gustina and Owens Moved and Seconded to adjourn the Committee at 9:15 a.m. All in Favor (5-0).

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

**Future Meetings/Work Sessions**

- May 23, 2019 (8:00 am)
- June 13, 2019 (8:00 am)
- June 27, 2019 (8:00 am)
- July 11, 2019 (8:00 am)



**ROCK COUNTY GOVERNMENT**  
*Planning & Development Agency*

**INTEROFFICE MEMORANDUM**

**TO:** Rock County Planning and Development Committee

**FROM:** Andrew Baker – P&D Agency Staff

**SUBJECT:** Preliminary Approval of Land Division

**MEETING DATE:** May 23, 2019

**Land Division Summary:**

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

2019 010 (Beloit Township) – KIP LLC (Rock Road)

2019 015 (Newark Township) – Perkins

2019 018 (Avon Township) - Engen

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

P&D Agency Staff recommends Preliminary Approval the above referenced Land Division(s) with conditions as presented.



Application Number: LD2019 010 KIP LLC

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

### AGENCY REVIEW

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

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

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



202019010

| 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<br>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 and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).                            |                      |
| 2. Preliminary Plat of Surveys for separate transfers to adjoining parcels shall be submitted prior to approval of Final CSM.                         |                      |
| 3. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.   |                      |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):  |                      |
| AGENCY SIGNATURE: <u>AMB</u>  | DATE: <u>3/29/19</u> |
| TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>   |                      |

| TOWN ACTION   |             |
|---|-------------|
| 13. Town action: <input checked="" 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. <u>Approved by town P&amp;Z committee - 5/8/19</u>   |             |
| 2. <u>No conditions provided</u>  |             |
| 3. <u></u>  |             |
| 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: <u>Chair - Rock County Planning &amp; Development Committee</u>  |             |

**AGENCY RECOMMENDATION**

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

- 3. CSMs subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division creates one new 6.44 acre lot from an existing 59 acre parcel (6-2-1) in the Town of Beloit. The purpose of the division is to create a stand alone lot/parcel for a new building on the property. The land division as proposed is the culmination of discussions between the applicant, Town of Beloit representatives and Agency Staff and represents a product that meets the preferences of the applicant and standards administered by reviewing agencies.

Proposed Lot 1 is by definition a flag lot. The creation of flag lots are generally discouraged by County Ordinance (per sec. 4.116(2)), but if approved the lot must meet specific standards (found in 4.116(2)(a)). Generally speaking it allows the P&D Committee to approve a flag lot in excess of 250 feet in length if deemed necessary to avoid degradation or depletion of an environmental sensitive area, cultural resources, productive ag soils, woodlands or disruption of efficient ag operations. The "pole" of the proposed lot is approximately 550 feet long. In this case, access to Townline Rd will continue to be made via the existing driveway. Considering the land use on the property, adjacent land uses, future land use plans in the area Staff is recommending conditional approval of the Lot as presented.

Through separate actions (via plat of surveys and deeds), the remaining portion of the parent parcel that contains the driveway to Townline Rd will be tied to the owner's parcel to the west. Long term, it is likely that this driveway area will be dedicated to the public to serve future development. Also, the portion of the parent parcel north and west of the owner's separate lot to the south (currently used as a parking area) will be combined with said lot. Each of these actions will be completed to eliminate any discontinuous "remnants" of the parcel parcel resulting from the proposed 1 Lot CSM under consideration here. These proposed actions are indicated on the preliminary CSM.

This land division is within the Airport Height Overlay Zoning District, which is not a factor considering the existing elevations.

This property is within the extraterritorial review jurisdiction of the City of Beloit.

**TOWN ACTION**

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

15. Town action rationale and findings of fact:

**ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION**

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

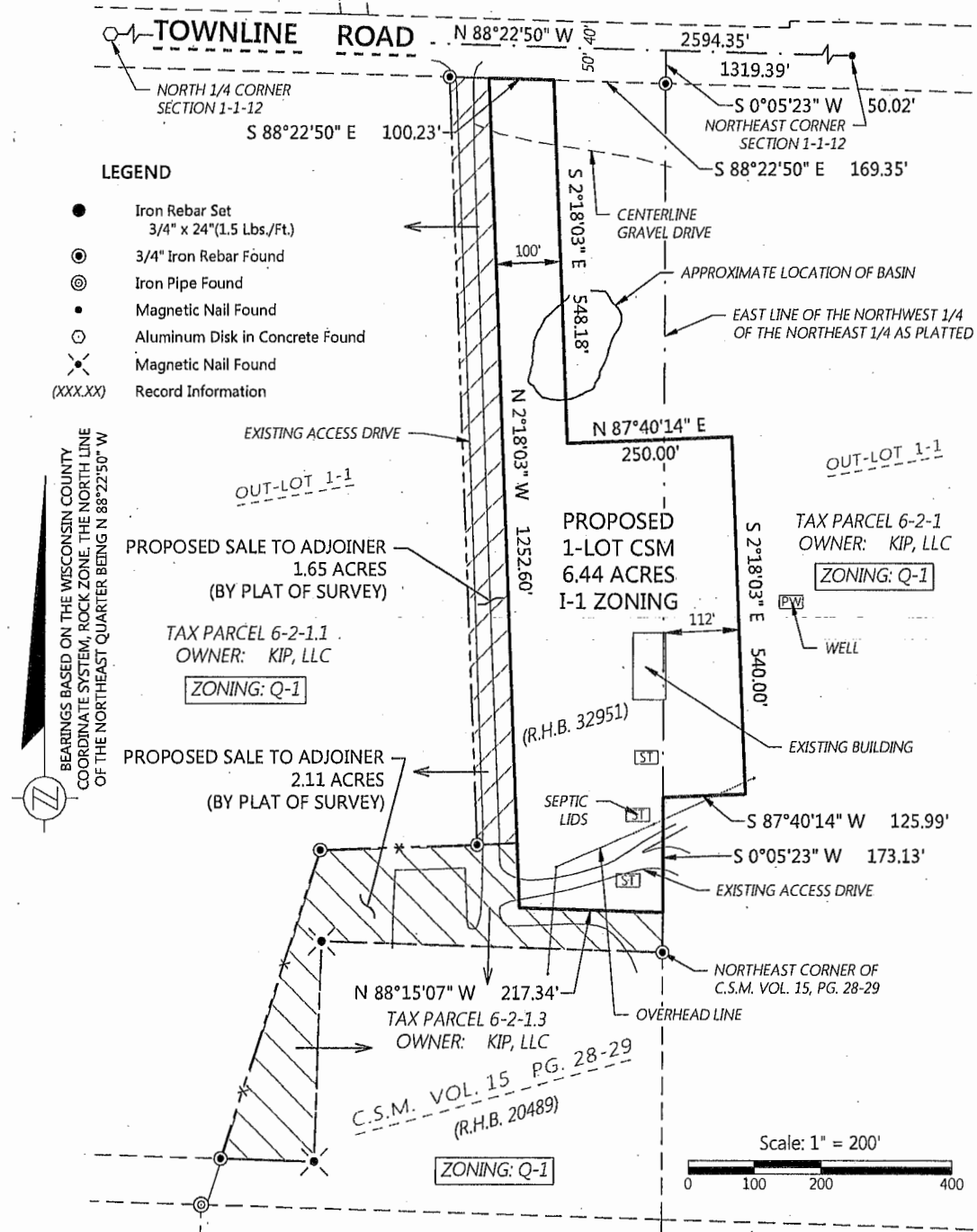
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

18. Committee action rationale and findings of fact:

# PRELIMINARY CERTIFIED SURVEY MAP

LD2019010

OF PART OF OUT-LOT 1-1 OF THE ASSESSOR'S PLAT OF  
BELOIT TOWNSHIP, BEING PART OF THE NW 1/4 OF THE  
NE 1/4 AND PART OF THE NE 1/4 OF THE NE 1/4 OF  
SECTION 1, T. 1 N., R. 12 E., OF THE 4TH P.M.,  
TOWN OF BELOIT, ROCK COUNTY, WISCONSIN



**LEGEND**

- Iron Rebar Set 3/4" x 24"(1.5 Lbs./Ft.)
- ⊙ 3/4" Iron Rebar Found
- ⊙ Iron Pipe Found
- Magnetic Nail Found
- ⊙ Aluminum Disk in Concrete Found
- ⊙ Magnetic Nail Found
- (XXX.XX) Record Information

BEARINGS BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM, ROCK ZONE, THE NORTH LINE OF THE NORTHEAST QUARTER BEING N 88°22'50" W

|   |   |  |
|---|---|--|
| <p>ORDER NO: 33221</p> <p>BOOK: SEE FILE</p> <p>FIELD CREW: JDT</p> <p>DRAWN BY: KJB</p> <p>SHEET: 1 OF 1</p> | <p>FOR THE EXCLUSIVE USE OF:</p> <p>ROCK ROAD COMPANIES</p> | <p><b>Batterman</b></p> <p>engineers surveyors planners</p> <p>2857 Bartells Drive Beloit, Wisconsin 53511</p> <p>608.365.4464 www.rhbatterman.com</p> |
|---|---|--|

March 11, 2019

Attn: Andrew Baker  
Rock County Planning, Economic & Community Development Agency  
51 South Main Street  
Janesville, WI 53545

LD2019010

Re: Preliminary Minor Land Division Submittal  
213 W B R Townline Road, KIP, LLC (Rock Road)

Dear Andrew:

Enclosed please find the submittal materials a Preliminary Minor Land Division (CSM) for consideration on your next Planning Commission meeting following Town approval. An e-mail of the CAD and PDF file will follow. This land division has also been simultaneously submitted to the Town of Beloit and the City of Beloit (Extraterritorial). The Town Planning meeting is on April 10<sup>th</sup> (Town Board on May 6<sup>th</sup>) and the City Plan Commission is April 3<sup>rd</sup>, we will keep you informed of the meeting outcomes so that this request can possibly be on the May 9<sup>th</sup> agenda.

The purpose of the 1-Lot land division is to create a standalone lot for the new lab building on the Rock Road property, being a part of existing parcel 6-2-1. This division does not intend to create a new access to Townline Road, instead, the 100-foot strip to Townline Road is to provide frontage to meet the County's ordinance. The new lot will continue to use the existing drive for access. The existing access drive is separate from the new lot so that it could be dedicated and improved in the future as a public road. For informational purposes, this request also illustrates two areas (shown as cross hatched) proposed to be transferred to adjacent parcels by a separate Plat of Survey. No new parcels will be created with the sale to adjoiners and the purpose of these would be to adjust parcel lines to fit occupation. In conjunction with the land division, the Owner is also requesting a rezone of the proposed 1-Lot CSM from Q-1 zoning to I-1 zoning with the Town of Beloit.

If you have any questions or concerns, or need additional submittal materials, please give us a call. Thank you.

**R. H. BATTERMAN & CO., INC.**  
Engineers - Surveyors - Planners

*Kristin Belongia*

Kristin J. Belongia, PLS

pc: Town of Beloit  
City of Beloit  
Rock Road

RECEIVED

MAR 18 2019



AGENCY USE ONLY

Application Number: LD2019010

Received By - Date: 3-18-19  
(MM/DD/YYYY):

**PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM**

**\*\*PLEASE DO NOT COMPLETE THIS APPLICATION FORM UNTIL YOU HAVE READ THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM INFORMATION. PLEASE COMPLETE BOTH PAGES OF THIS FORM AND PREPARE A MAP CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGE 2 OF THIS FORM.\*\***

- 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: NA  Yes  No
- Land division will require a zoning change:  Yes  No

**APPLICANT INFORMATION**

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

|          |   |            |                     |
|----------|---|------------|---------------------|
| a. Name: | <u>KIP, LLC (Ryan Spies, Rock Road)</u> | Telephone: | <u>608-289-3281</u> |
| Address: | <u>PO Box 1818</u>                      | City:      | <u>Janesville</u>   |
|          |   | State:     | <u>WI</u>           |
|          |   | Zip:       | <u>53547</u>        |
| b. Name: |   | Telephone: |                     |
| Address: |   | City:      |                     |
|          |   | State:     |                     |
|          |   | Zip:       |                     |

7. AGENT (SURVEYOR AND DEVELOPER)

|                    |                                       |            |                     |
|--------------------|---------------------------------------|------------|---------------------|
| a. Surveyor name:  | <u>R.H. Batterman &amp; Co., INC.</u> | Telephone: | <u>608-365-4464</u> |
| Address:           | <u>2857 Bartells Drive</u>            | City:      | <u>Beloit</u>       |
|                    |                                       | State:     | <u>WI</u>           |
|                    |                                       | Zip:       | <u>53511</u>        |
| 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.

**LAND DIVISION INFORMATION**

9. Reason for land division:  Safe/ownership transfer  Farm consolidation  Refinance  Other:

10. Land division area location:

|         |               |                                     |
|---------|---------------|-------------------------------------|
| Town of | <u>Beloit</u> | <u>NE 1/4 of NE 1/4</u>             |
| Section | <u>1</u>      | Tax parcel number(s) - <u>6-2-1</u> |

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): 59

14. Land division area (Square feet or acres): 6.44

15. Current zoning of land division area: Q-1

16. Number of new/additional lots created by land division: 1

17. Future zoning of new/additional lot(s) created by land division: I-1

18. Future zoning of parent lot: Q-1 (same)

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 minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM INFORMATION, 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, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE:

DATE: 3-8-19

LD 2019010

| APPLICATION CHECKLIST   |                                     |                                     |         |
|---|-------------------------------------|-------------------------------------|---------|
|   | Yes                                 | No                                  | Comment |
| 1. Have you included 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 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 type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| 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 type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (5) Private water wells or water supply systems:  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
| (6) Private onsite wastewater treatment systems or public sanitary sewer systems:   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
| (7) Any other public utilities:   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
| (8) Easements (Utility, drainageway, pedestrian way, etc.):   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (9) Vegetative land cover type:   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
| (10) Environmentally sensitive areas (Floodplain, steep slope, etc.):   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (11) Productive agricultural soils, cultural resources, and woodlands:  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (12) Surface water features:  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
| (13) Drainageways:  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |         |
| (14) Detention or retention areas:  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (15) Cemeteries:  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (16) Bridges/culverts:  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| (17) Rock outcroppings:   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area: | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | N/A     |
| j. Preliminary concept for collecting and discharging stormwater, in the land division area:  | <input type="checkbox"/>            | <input checked="" 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"/>            |         |

THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM.

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

### AGENCY REVIEW

1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible:  Yes  No
  2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:  Yes  No
  3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin:  Yes  No  
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
  4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement:  Yes  No
  5. Land division is in an Agricultural Resources Priority Area, per the Rock County Farmland Preservation Plan:  Yes  No
  6. Land division will require a zoning change:  Yes  No
  7. Preliminary minor land division application is complete:  Yes  No
- If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

|   | Missing Information      |
|---|--------------------------|
| 7a. A map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information:  | <input type="checkbox"/> |
| a. Location of the land division area by section, township, and range:  | <input type="checkbox"/> |
| b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:  | <input type="checkbox"/> |
| c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:   | <input type="checkbox"/> |
| d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s), numbered for reference, in the land division area:  | <input type="checkbox"/> |
| e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:  | <input type="checkbox"/> |
| f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:   | <input type="checkbox"/> |
| g. Approximate location, dimension and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:   | <input type="checkbox"/> |
| (1) Buildings:  | <input type="checkbox"/> |
| (2) Streets, alleys, and public ways:   | <input type="checkbox"/> |
| (3) Driveways:  | <input type="checkbox"/> |
| (4) Rail lines:   | <input type="checkbox"/> |
| (5) Private water wells or water supply systems:  | <input type="checkbox"/> |
| (6) Private onsite wastewater treatment systems or public sanitary sewer systems:   | <input type="checkbox"/> |
| (7) Any other public utilities:   | <input type="checkbox"/> |
| (8) Easements (Utility, drainageway, pedestrian way, etc.):   | <input type="checkbox"/> |
| (9) Vegetative land cover type:   | <input type="checkbox"/> |
| (10) Environmentally sensitive areas (Floodplain, steep slope, etc.):   | <input type="checkbox"/> |
| (11) Productive agricultural soils, cultural resources, and woodlands:  | <input type="checkbox"/> |
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| (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"/> |

| 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<br>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. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).  |                     |
| 2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewerage system at the time of this survey."               |                     |
| 3. "...However, soils on the lot may be restrictive to the replacement of the existing system."   |                     |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):  |                     |
| AGENCY SIGNATURE: <u>[Signature]</u>  | DATE: <u>5/2/19</u> |
| TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>   |                     |

| TOWN ACTION   |                      |
|---|----------------------|
| 13. Town action: <input type="checkbox"/> Approve <input checked="" 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. <u>Side yard set back for shed on east side of lot approved at four feet. Doing</u>  |                      |
| 2. <u>so removes necessary sixteen foot extra lot width</u>   |                      |
| 3. <u>shown in detail. Lot line on east side will be uniform.</u>   |                      |
| 15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):  |                      |
| TOWN SIGNATURE: _____   | DATE: <u>5/13/19</u> |
| 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: <u>Chair - Rock County Planning &amp; Development Committee</u>  |             |



**AGENCY RECOMMENDATION**

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

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

12. Agency recommendation rationale and findings of fact:

The proposed Land Division consists of separating existing buildings approximately 18 acres from the parent parcel. As part of the proposal, the owner is requesting a zoning change from A1 to A2 for the new lot area, which is consistent with the Town of Newark's minimum lot size requirements. The future land use plan for this area is agriculture, woodlands and scattered residential and environmental corridor.

No new building sites will be developed as a result of this proposal. The remaining parent parcel has a federal perpetual conservation easement in place that prohibits structures. A portion of Lot 1 will contain a very small portion of the easement area. The purpose of including a portion of the conservation easement with the new Lot is to obtain a 20 foot side yard setback for an existing accessory structure. The easement persists on the land regardless of land division or ownership change. The intention of the proposed CSM boundary, which is not uniform on the east side, is to limit the amount of easement area on the new lot but yet also providing a side yard setback for the existing structure.

The Town of Newark may find it reasonable to allow a reduced side yard setback in this instance considering the land to the east will never be developed.

**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:

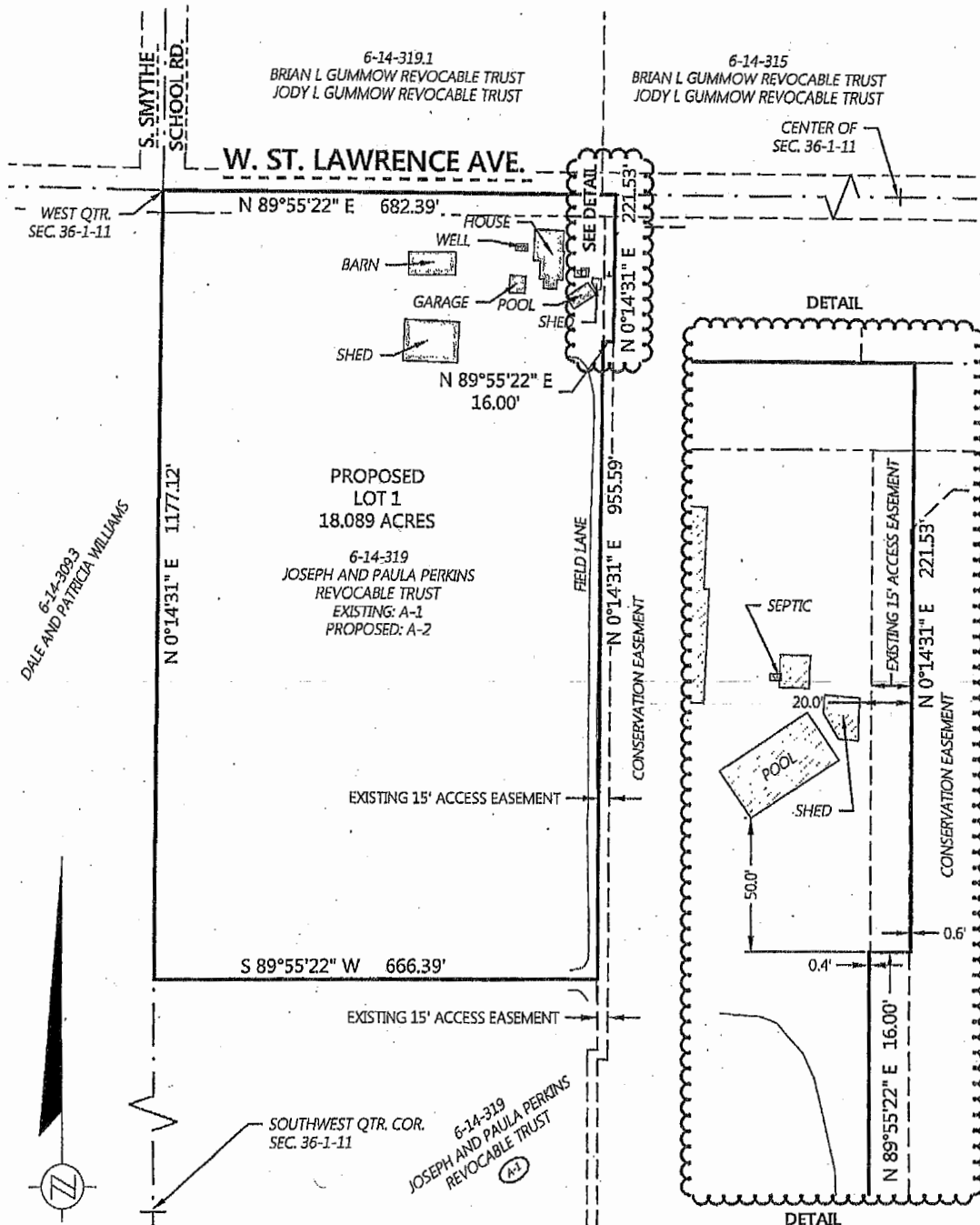
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

18. Committee action rationale and findings of fact:

LDZ619015

# PRELIMINARY CERTIFIED SURVEY MAP

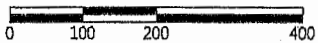
OF PART OF THE NW 1/4 OF THE SW 1/4 OF  
SECTION 36, T. 1 N., R. 11 E., OF THE 4TH P.M.,  
NEWARK TOWNSHIP, ROCK COUNTY, WISCONSIN.



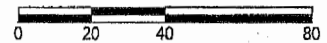
6-14-309.3  
DALE AND PATRICA WILLIAMS



Scale: 1" = 200'



Scale: 1" = 40'



|  |  |  |  |
|--|--|--|--|
| <p>ORDER NO: 83254<br/>BOOK: SEE FILE<br/>FIELD CREW: N/A<br/>DRAWN BY: JDT<br/>DATE: March 19, 2019</p> | <p>FOR THE EXCLUSIVE USE OF:<br/>JOSEPH H. &amp; PAULA J. PERKINS<br/>7519 W. SAINT LAWRENCE AVENUE<br/>BELOIT, WI 53511</p> | <p><b>Batterman</b><br/>engineers surveyors planners<br/>2857 Bartalls Drive Beloit, Wisconsin 53511<br/>608.365.4464 www.hbatterman.com</p> |  |
|--|--|--|--|

File Name: J:\33200-33299\33254 - Perkins - CSM\SURVEY\IHB DRAWING FILES

RECEIVED

APR 09 2019



ROCK CO. PLANNING, ECONOMIC AND  
COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2019 015

Received By - Date: 4-9-19  
(MM/DD/YYYY):

## PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM

**\*\*PLEASE DO NOT COMPLETE THIS APPLICATION FORM UNTIL YOU HAVE READ THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM INFORMATION. PLEASE COMPLETE BOTH PAGES OF THIS FORM AND PREPARE A MAP CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGE 2 OF THIS FORM.\*\***

- 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:  Yes  No
- Land division will require a zoning change:  Yes  No

### APPLICANT INFORMATION

**6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE**

|          |                                |       |            |                |               |
|----------|--------------------------------|-------|------------|----------------|---------------|
| a. Name: | JOSEPH H. AND PAULA J. PERKINS |       | Telephone: | (608) 751-4013 |               |
| Address: | 7519 W. SAINT LAWRENCE AVE.    | City: | BELOIT     | State:         | WI Zip: 53511 |
| b. Name: |                                |       | Telephone: |                |               |
| Address: |                                | City: |            | State:         | Zip:          |

**7. AGENT (SURVEYOR AND DEVELOPER)**

|                    |                   |       |            |              |               |
|--------------------|-------------------|-------|------------|--------------|---------------|
| a. Surveyor name:  | JEFF GARDE        |       | Telephone: | 608-365-4464 |               |
| Address:           | 2857 BARTELLS DR. | City: | BELOIT     | State:       | WI Zip: 53511 |
| 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.

### LAND DIVISION INFORMATION

**9. Reason for land division:**  Sale/ownership transfer  Farm consolidation  Refinance  Other:

**10. Land division area location:**

|                |                                 |
|----------------|---------------------------------|
| Town of NEWARK | NW 1/4 of SW 1/4                |
| Section 36     | Tax parcel number(s) - 6-14-319 |

**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

|  |   |  |
|--|---|--|
| <b>13. Landowner's contiguous property area</b><br>(Square feet or acres): 118 ACRES +/- | <b>14. Land division area</b><br>(Square feet or acres): 18.1 +/- ACRES         | <b>15. Current zoning of land division area:</b> A-1 |
| <b>16. Number of new/additional lots created by land division:</b> 1                     | <b>17. Future zoning of new/additional lot(s) created by land division:</b> A-2 | <b>18. Future zoning of parent lot:</b> 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):**

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

### APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM INFORMATION, 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, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: Joseph H. Perkins DATE: 04/08/19

LD 2019015

| APPLICATION CHECKLIST   |                                     |                                     |         |
|---|-------------------------------------|-------------------------------------|---------|
|   | Yes                                 | No                                  | Comment |
| 1. Have you included 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 checked="" type="checkbox"/> | <input type="checkbox"/>            |         |
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| (7) Any other public utilities:   | <input type="checkbox"/>            | <input checked="" 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"/>            |         |
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| (17) Rock outcroppings:   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |         |
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| j. Preliminary concept for collecting and discharging stormwater, in the land division area:  | <input type="checkbox"/>            | <input checked="" 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"/>            |         |
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| 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"/>            |         |

THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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

### AGENCY REVIEW

1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible:  Yes  No
  2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:  Yes  No
  3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin:  Yes  No  
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
  4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement:  Yes  No
  5. Land division is in an Agricultural Resources Priority Area, per the *Rock County Farmland Preservation Plan*:  Yes  No
  6. Land division will require a zoning change:  Yes  No
  7. Preliminary minor land division application is complete:  Yes  No
- If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

|  | Missing Information      |
|--|--------------------------|
| <b>7a.</b> 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"/> |
| <b>a.</b> Location of the land division area by section, township, and range:  | <input type="checkbox"/> |
| <b>b.</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"/> |
| <b>c.</b> 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"/> |
| <b>d.</b> 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"/> |
| <b>e.</b> Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:  | <input type="checkbox"/> |
| <b>f.</b> 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"/> |
| <b>g.</b> 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"/> |
| <b>h.</b> 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"/> |
| <b>i.</b> 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"/> |
| <b>j.</b> Preliminary concept for collecting and discharging stormwater in the land division area:   | <input type="checkbox"/> |

| 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<br>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 and proposed 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 of wastewater ...                            |                     |
| 3. ...disposal is approved by the necessary governmental agencies."   |                     |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):  |                     |
| AGENCY SIGNATURE: <u>Amber</u>  | DATE: <u>5/2/19</u> |
| TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>   |                     |

| TOWN ACTION   |             |
|---|-------------|
| 13. Town action: <input checked="" 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. <u>Approved by Town 5/1/19. No conditions.</u>   |             |
| 2. <u>Approved by Town 5/1/19. No conditions.</u>   |             |
| 3. <u>Approved by Town 5/1/19. No conditions.</u>   |             |
| 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: <u>Chair – Rock County Planning &amp; Development Committee</u>  |             |

**AGENCY RECOMMENDATION**

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

- 3. Based on topography, the safest location for a new residential driveway is in the southeast corner of Lot 1.
- 4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
- 5. CSMs subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.
- 6.
- 7.
- 8.
- 9.
- 10.

**12. Agency recommendation rationale and findings of fact:**

The proposed Land Division creates a new lot consisting of approximately 3 acres. The remaining parent parcel consists of approximately 41 acres, therefore as per the County Land Division Regulations no survey is required for that area. However, the Town requires a minimum of 250 of road frontage for all parcels. Considering the proposed division results in the frontage of the parent parcel being reduced to 80 feet the Town required that the landowner apply for a variance for the road frontage standard. The variance was approved on April 1, 2019.

The existing A-Prime Ag Zoning District allows for a minimum lot size of one acre. Therefore, no rezone is necessary as part of this proposal.

The future land use plan for this area is agriculture, woodlands and scattered residential.

**TOWN ACTION**

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

**15. Town action rationale and findings of fact:**

**ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION**

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

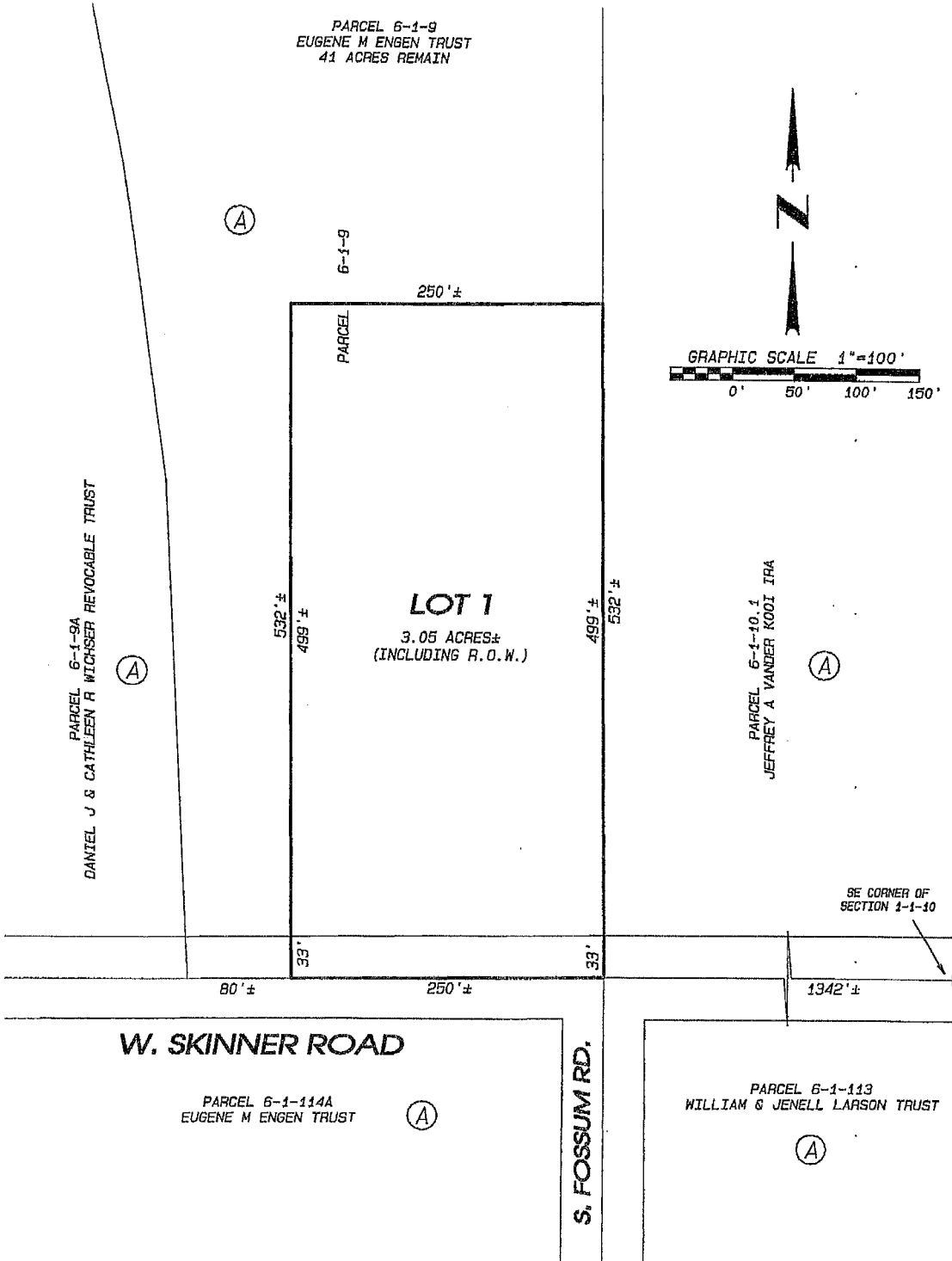
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**18. Committee action rationale and findings of fact:**

# PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 1, T.1N., R.10E. OF THE 4TH P.M., TOWN OF AVON, ROCK COUNTY, WISCONSIN.

LD2019018



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

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 119-091 For: ENGEN

Date: April 1, 2019

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

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



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

RECEIVED

APR 10 2019

ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY



AGENCY USE ONLY

Application Number: LS2019 018

Received By - Date (MM/DD/YYYY): 4/10/19

**PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM**

**\*\*PLEASE DO NOT COMPLETE THIS APPLICATION FORM UNTIL YOU HAVE READ THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION. PLEASE COMPLETE BOTH PAGES OF THIS FORM AND PREPARE A MAP CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGE 2 OF THIS FORM.\*\***

- 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: NA  Yes  No
- Land division will require a zoning change:  Yes  No

**APPLICANT INFORMATION**

**6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE**

a. Name: EUGENE M ENGEN TRUST Telephone: \_\_\_\_\_

Address: 12769 W SKINNER RD City: BRODHEAD State: WI Zip: 53520

b. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**7. AGENT (SURVEYOR AND DEVELOPER)**

a. Surveyor name: COMBS AND ASSOCIATES, INC Telephone: 752-0575

Address: 109 W. MILWAUKEE STREET 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.

**LAND DIVISION INFORMATION**

9. Reason for land division:  Sale/ownership transfer  Farm consolidation  Refinance  Other: \_\_\_\_\_

10. Land division area location: Town of AVON SW 1/4 of SE 1/4  
Section 1 Tax parcel number(s) - 6-1-9

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): 44 ACRES

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

15. Current zoning of land division area: A

16. Number of new/additional lots created by land division: 1

17. Future zoning of new/additional lot(s) created by land division: A

18. Future zoning of parent lot: A

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

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

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

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

**APPLICANT STATEMENT AND SIGNATURE**

I, as the undersigned, am a landowner applying for a minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION, 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, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *E M Engen* DATE: 4-10-19

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

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