



PLANNING & DEVELOPMENT COMMITTEE MEETING  
THURSDAY, AUGUST 24, 2017 – 8:00 A.M.  
ROCK COUNTY COURTHOUSE CONFERENCE CENTER - (2<sup>nd</sup> FL – EAST  
WING)  
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday August 10, 2017
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
  - A. **Action Item:** Public Hearing Shoreland Conditional Use Permit 2017 003 – R&K & Sons Construction
  - B. **Action Item:** Approval, Approval with Conditions or Denial of Shoreland Conditional Use Permit 2017 003 – R&K & Sons Construction
  - C. **Action Item:** Request for Extension of Shoreland Conditional Use Permit 2015 002 – Traynor Revocable Trust
  - D. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Division
    - 2017 042 (Porter Township) – Sweeney Land Holdings LLC
6. Attendance at Conferences/Conventions
7. Finance
  - A. Information Item: Committee Review of Payments
  - B. **Action Item:** Transfers
8. Community Development
  - A. **Action Item:** Citizen Grievance Resolution – Loan ID 097091D1
  - B. Information Item: Alteration of Mortgage Request – Loan ID 02041311

9. Committee Reports

10. Directors Report

A. Town of Janesville 911 Address Review

11. Adjournment

**Future Meetings/Work Sessions**

September 14, 2017 (8:00 am)

September 28, 2017 (8:00 am)

October 12, 2017 (8:00 am)

October 26, 2017 (8:00 am)



August 8, 2017

## LEGAL NOTICE

Notice is hereby given that the Rock County Planning & Development Committee will hear a request from R&K & Sons Construction for a Shoreland Conditional Use Permit for filling and grading activities associated with the filling of a portion of a lot to prepare for the construction of a new residence. The Conditional Use Permit is required because the 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. The project is also within the Floodplain Zoning District of an unnamed tributary to Allen Creek. This request is being made in compliance with Section 4.208(2) (A) and 4.213(3) of the Rock County Shoreland Zoning Ordinance.

The property is located in part SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  of Section 33, South Gate Estates Lot 11, Union Township, Parcel 6-20-390.11. The applicant's address is 7030 N Tolles Rd, Evansville, and the general address for this proposed project is the lot directly south of 645 S. Sixth Street, Evansville, WI.

The Public Hearing will take place in the Courthouse Conference Center, second floor, east wing of the Rock County Courthouse, 51 S. Main Street, Janesville, WI at 8:00 AM on Thursday, August 24th, 2017.

Please contact the Rock County Planning & Development Agency with any questions at 608-757-5587.

Andrew Baker  
Senior Planner – Rock County Planning, Economic & Community Development



## 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 #2017 003 – R & K & Sons Construction

**DATE:** August 15, 2017

**Summary:**

The Rock County P&D Staff has received a request from R & K & Sons Construction for a Shoreland Conditional Use Permit (CUP) for filling and grading activities associated with the filling of a portion of a lot to prepare for the construction of a new residence. The Conditional Use Permit is required because the 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. The project is also within the Floodplain Zoning District of an unnamed tributary to Allen Creek. The vacant property is located in part of the SE  $\frac{1}{4}$  of the NW  $\frac{1}{4}$ , Section 33, Union Township directly south of 645 S Sixth Street, Evansville, WI, tax parcel 6-20-390.11.

The purpose of this project is to add fill to the lot in order to create a building site that is out of the Floodplain. There are specific standards in the Floodplain Zoning Ordinance which dictate how this process must occur, both from a physical standpoint on the land and from administrative standpoint. On the land, the area must be filled to an elevation at least two feet above the regional flood elevation and the fill must be contiguous to land outside the floodplain. In other words, a developer cannot simply create highpoints to build on without “dryland” access to them.

Once the fill plans are permitted the project may proceed. The type, characteristics and compaction of the soil, both on site and added, must be closely documented and certified when the site work is completed. The final elevation of the land will make it reasonably safe from surface water flooding and the physical characteristics of the fill will make it reasonably safe from subsurface water impacts. Each are required in order to remove the land from the Floodplain. Following the site work, a formal amendment to the Floodplain Zoning Maps will be required, which is an action item by the P&D Committee and the County Board. A Conditional Letter of Map Revision based on Fill (CLOMR-F) has been approved by FEMA (enclosed for reference), which is the first step in the administrative approval of a project like this.

A copy of the construction plans are included in the packet for reference and larger copies will be available at the meeting.

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. This standard can generally be met if all other permitting requirements are met.*
2. *The prevention and control of water pollution including sedimentation. Erosion control measures must be established and maintained during construction to minimize runoff. The proposed Conditions of Approval (below) further address this evaluation factor.*
3. *Compliance with local floodplain zoning ordinances and opportunity for damage to adjacent properties due to altered surface water drainage. The owner is aware of the importance of compliance with floodplain zoning requirements as described above. Surface water drainage should not be altered in this project, but the amount of runoff may be increased due to increase impervious surface on an otherwise undeveloped parcel.*
4. *The erosion potential of the site based on the degree and direction of slope, soil type and vegetative cover. Erosion potential will be minimized through the use of management practices and competition of construction and stabilization in a timely fashion.*
5. *The location of the site with respect to existing or future access roads. No additional future access roads are planned in this area. It is within an existing developed area.*
6. *The need of the proposed use in a shoreland location. In order for this lot to be developed fill is required in order to flood proof the residential structure. Without fill, the property could not be built on when considering other zoning standards (such as road setbacks) and an area for a Private Onsite Wastewater Treatment System (POWTS).*
7. *Its compatibility with uses on adjacent land. The property is currently zoned Rural Residential by the Town of Union according to the information provided to the P&D Agency, which is consistent with land uses in three directions. The land use to the west is agricultural.*
8. *The amount of liquid and solid wastes to be generated and the adequacy of the proposed disposal system. A POWTS approval will be required from the Rock County Health Department.*
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):**

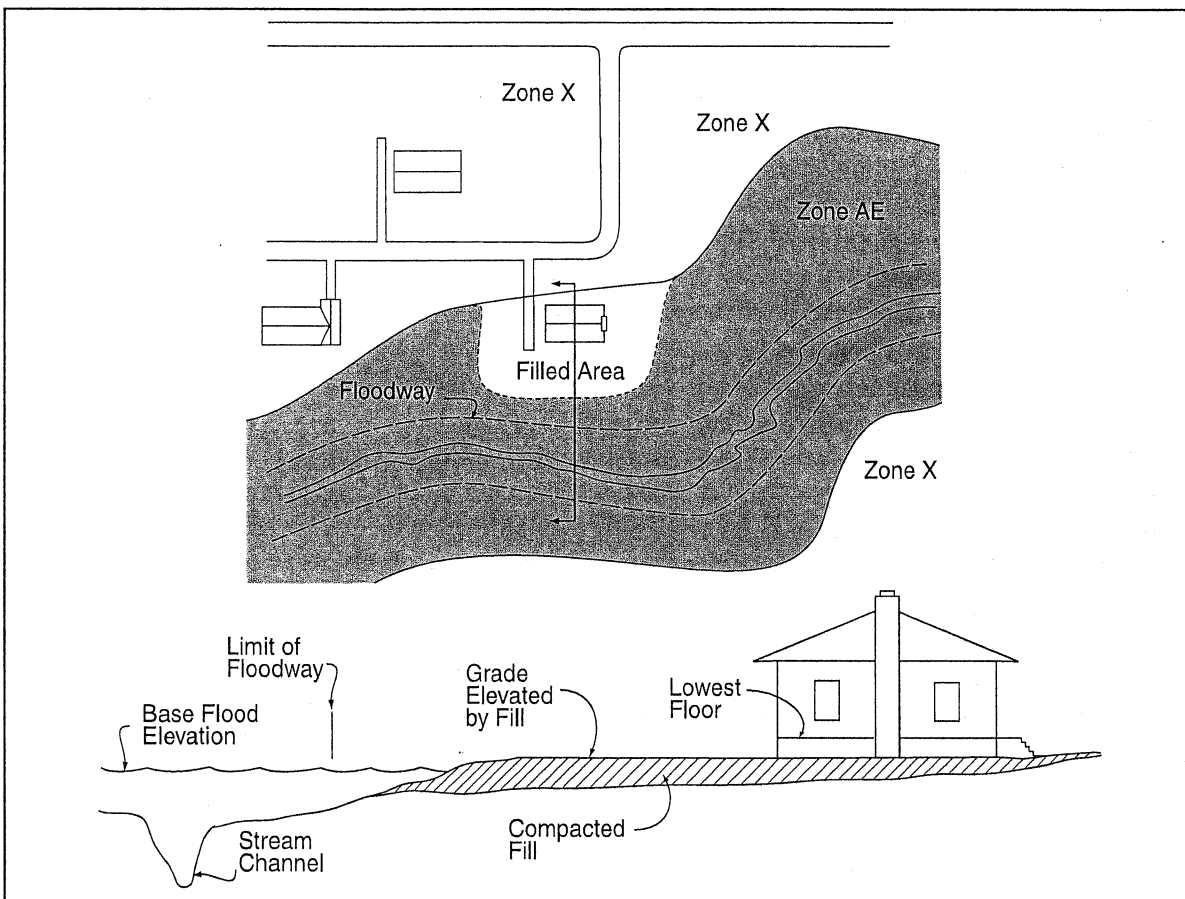
Agency Staff recommends approval of the Shoreland Conditional Use Permit #2017 003 with the following conditions:

1. The characteristics of existing soils and deposition of fill must be documented, inspected and certified according to the latest revisions of FEMA Technical Bulletin 10-01, titled "Ensuring That Structures Built on Fill In or Near Special Flood Hazard Areas Are Reasonably Safe From Flooding."
2. The permit holder shall comply with all necessary steps to complete the Flood Plain Zoning Map Amendment process found in the Rock County Flood Plain Zoning Ordinance, including but not limited to, as-built certifications of the soils and surface elevations, submission of the LOMR application to FEMA and obtaining final approval of the map amendment by the Rock County Board.
3. The project shall be completed according to the approved construction plans.
4. 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.

5. Any topsoil piles that will remain on site shall be shaped and seeded to provide vegetative cover as soon as practical following placement. Perimeter sediment control measures shall also be installed around the piles and on the site in general.
6. All other necessary permits or approvals for the project shall be obtained prior to starting construction.
7. This permit expires one year from the date of Committee approval unless approved otherwise.

## Ensuring That Structures Built on Fill In or Near Special Flood Hazard Areas Are Reasonably Safe From Flooding

in accordance with the  
National Flood Insurance Program



FEDERAL EMERGENCY MANAGEMENT AGENCY  
MITIGATION DIRECTORATE

FIA-TB-10  
(5/01)

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY  
 DEVELOPMENT AGENCY  
 51 SOUTH MAIN STREET  
 JANESVILLE, WI 53545  
 TEL: (608) 757-5587  
 FAX: (608) 757-5586  
 WEB: WWW.CO.ROCK.WI.US



AGENCY USE ONLY	
Application No.	CUP2017003
Date Received	8/8/17
Received by	AMB

**SHORELAND CONDITIONAL USE PERMIT APPLICATION**

**APPLICANT INFORMATION**

OWNER INFORMATION							
(1) Name	R & K & Sons Construction				Telephone	608-289-7640	
Address	7030 N. Tolles Rd.	City	Evansville	State	WI	Zip	53536

**PROPERTY INFORMATION**

LOCATION			
Subdivision Name	South Gate Estates	Lot & Block	Lot 11
Lot Size	40,308 sf	Present Use	Residential
Present Improvements on Land	Vacant		
Proposed Use or Activity	Filling to remove from FEMA floodplain to create buildable area.		

**PROJECT INFORMATION**

<i>Submit site plan (scale not less than 1" = 200') indicating: area to be filled, graded or dredged, existing and proposed structures, and erosion control measures</i>	
Amount of fill in cubic yards	Approximately 780
Amount of disturbed area (square feet)	18,000
Planned Completion Date	Summer/Fall 2017 (depending on County/FEMA review timing)

Any change in the approved permit requires review by this agency.  
 Any change without prior approval violates the ordinance and will subject applicant to legal action  
 (I/We) hereby request a Conditional Use Permit as authorized in Section 4.213 of the Rock County Zoning Ordinance for: Shorelands.

**SIGNATURE**

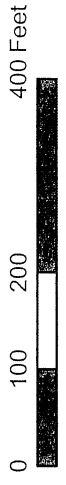
Property Owner \_\_\_\_\_ OR Agent/Surveyor Adam Griffin, Combs & Associates

Approved by the Rock County Planning & Development Committee on \_\_\_\_\_  
 Committee Designee \_\_\_\_\_ Date \_\_\_\_\_









1 Inch = 200 Feet  
2016 Air Photo



# Federal Emergency Management Agency

Washington, D.C. 20472

July 17, 2017

THE HONORABLE J. RUSSELL PODZILNI  
CHAIRMAN, BOARD OF SUPERVISORS,  
ROCK COUNTY  
51 SOUTH MAIN STREET  
JANESVILLE, WI 53545

CASE NO.: 17-05-3907C  
COMMUNITY: ROCK COUNTY, WISCONSIN  
(UNINCORPORATED AREAS)  
COMMUNITY NO.: 550363

DEAR MR. PODZILNI:

This is in reference to a request that the Federal Emergency Management Agency (FEMA) determine if the property described in the enclosed document is located within an identified Special Flood Hazard Area, the area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood), on the effective National Flood Insurance Program (NFIP) map. Using the information submitted and the effective NFIP map, our determination is shown on the attached Conditional Letter of Map Revision based on Fill (CLOMR-F) Comment Document. This comment document provides additional information regarding the effective NFIP map, the legal description of the property and our comments regarding this proposed project.

Additional documents are enclosed which provide information regarding the subject property and CLOMR-Fs. Please see the List of Enclosures below to determine which documents are enclosed. Other attachments specific to this request may be included as referenced in the Determination/Comment document. If you have any questions about this letter or any of the enclosures, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

Sincerely,

Luis V. Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration

**LIST OF ENCLOSURES:**

CLOMR-F COMMENT DOCUMENT

cc: Mr. Adam Griffin



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

COMMUNITY AND MAP PANEL INFORMATION		LEGAL PROPERTY DESCRIPTION
COMMUNITY	ROCK COUNTY, WISCONSIN (Unincorporated Areas)	A portion of Lot 11, South Gates Estates, as shown on the Plat recorded in Volume 32, Pages 634 and 635, in the Office of the Register of Deeds, Rock County, Wisconsin  The portion of property is more particularly described by the following metes and bounds:
	COMMUNITY NO.: 550363	
AFFECTED MAP PANEL	NUMBER: 55105C0014E	
	DATE: 9/16/2015	
FLOODING SOURCE: UNNAMED TRIBUTARY TO ALLEN CREEK		APPROXIMATE LATITUDE & LONGITUDE OF PROPERTY: 42.767086, -89.318241 SOURCE OF LAT & LONG: LOMA LOGIC DATUM: NAD 83

COMMENT TABLE REGARDING THE PROPOSED PROPERTY (PLEASE NOTE THAT THIS IS NOT A FINAL DETERMINATION. A FINAL DETERMINATION WILL BE MADE UPON RECEIPT OF AS-BUILT INFORMATION REGARDING THIS PROPERTY.)

LOT	BLOCK/SECTION	SUBDIVISION	STREET	OUTCOME WHAT WOULD BE REMOVED FROM THE SFHA	FLOOD ZONE	1% ANNUAL CHANCE FLOOD ELEVATION (NAVD 88)	LOWEST ADJACENT GRADE ELEVATION (NAVD 88)	LOWEST LOT ELEVATION (NAVD 88)
11	--	South Gate Estates	--	Portion of Property	X (unshaded)	902.1 feet	--	904.2 feet

Special Flood Hazard Area (SFHA) - The SFHA is an area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

ADDITIONAL CONSIDERATIONS (Please refer to the appropriate section on Attachment 1 for the additional considerations listed below.)

LEGAL PROPERTY DESCRIPTION STATE LOCAL CONSIDERATIONS  
PORTIONS REMAIN IN THE FLOODWAY  
CONDITIONAL LOMR-F DETERMINATION

This document provides the Federal Emergency Management Agency's comment regarding a request for a Conditional Letter of Map Revision based on Fill for the property described above. Using the information submitted and the effective National Flood Insurance Program (NFIP) map, we have determined that the proposed described portion(s) of the property(ies) would not be located in the SFHA, an area inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood) if built as proposed. Our final determination will be made upon receipt of a copy of this document, as-built elevations, and a completed Community Acknowledgement form. Proper completion of this form certifies the subject property is reasonably safe from flooding in accordance with Part 65.5(a)(4) of our regulations. Further guidance on determining if the subject property is reasonably safe from flooding may be found in FEMA Technical Bulletin 10-01. A copy of this bulletin can be obtained by calling the FEMA Map Assistance Center toll free at (877) 336-2627 (877-FEMA MAP) or from our web site at <http://www.fema.gov/mit/tb1001.pdf>. This document is not a final determination; it only provides our comment on the proposed project in relation to the SFHA shown on the effective NFIP map.

This comment document is based on the flood data presently available. The enclosed documents provide additional information regarding this request. If you have any questions about this document, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

Luis V. Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

### ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

#### LEGAL PROPERTY DESCRIPTION (CONTINUED)

COMMENCING at the Northwest Corner of said Lot 11; thence S89°27'23"E along the North line of said Lot, a distance of 62.62 feet; thence S0°32'37"W a distance of 20.41 feet to the PLACE OF BEGINNING for the land to be herein described; thence S89°27'23"E parallel with said North line a distance of 24.53 feet; thence S6°12'52"E a distance of 147.09 feet; thence N88°52'23"W a distance of 23.62 feet; thence N11°57'33"W a distance of 84.16 feet; thence N0°32'37"E a distance of 63.66 feet to the PLACE OF BEGINNING.

**PORTIONS OF THE PROPERTY REMAIN IN THE FLOODWAY (This Additional Consideration applies to the preceding 1 Property.)**

A portion of this property is located within the Special Flood Hazard Area and the National Flood Insurance Program (NFIP) regulatory floodway for the flooding source indicated on the Determination/Comment Document while the subject of this determination is not. The NFIP regulatory floodway is the area that must remain unobstructed in order to prevent unacceptable increases in base flood elevations. Therefore, no construction may take place in an NFIP regulatory floodway that may cause an increase in the base flood elevation, and any future construction or substantial improvement on the property remains subject to Federal, State/Commonwealth, and local regulations for floodplain management. The NFIP regulatory floodway is provided to the community as a tool to regulate floodplain development. Modifications to the NFIP regulatory floodway must be accepted by both the Federal Emergency Management Agency (FEMA) and the community involved. Appropriate community actions are defined in Paragraph 60.3(d) of the NFIP regulations. Any proposed revision to the NFIP regulatory floodway must be submitted to FEMA by community officials. The community should contact either the Regional Director (for those communities in Regions I-IV, and VI-X), or the Regional Engineer (for those communities in Region V) for guidance on the data which must be submitted for a revision to the NFIP regulatory floodway. Contact information for each regional office can be obtained by calling the FEMA Map Assistance Center toll free at (877) 336-2627 (877-FEMA MAP) or from our web site at <http://www.fema.gov/about/regoff.htm>.

#### CONDITIONAL LOMR-F DETERMINATION (This Additional Consideration applies to the preceding 1 Property.)

Comments regarding this conditional request are based on the flood data presently available. Our final determination will be made upon receipt of this Comment Document, certified as-built elevations and/or certified as-built survey. Since this request is for a Conditional Letter of Map Revision based on Fill, we will also require the applicable processing fee, and the "Community Acknowledgement" form. Please note that additional items may be required before a final as-built determination is issued.

This letter does not relieve Federal agencies of the need to comply with Executive Order 11988 on Floodplain Management in carrying out their responsibilities and providing Federally undertaken, financed, or assisted construction and improvements, or in their regulating or licensing activities.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

Luis V. Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration



# Federal Emergency Management Agency

Washington, D.C. 20472

## CONDITIONAL LETTER OF MAP REVISION BASED ON FILL COMMENT DOCUMENT

### ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

#### STATE AND LOCAL CONSIDERATIONS (This Additional Consideration applies to all properties in the CLOMR-F COMMENT DOCUMENT)

Please note that this document does not override or supersede any State or local procedural or substantive provisions which may apply to floodplain management requirements associated with amendments to State or local floodplain zoning ordinances, maps, or State or local procedures adopted under the National Flood Insurance Program.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Map Information eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, Engineering Library, 3601 Eisenhower Ave Ste 500, Alexandria, VA 22304-6426.

A handwritten signature in black ink, appearing to read "Luis V. Rodriguez".

Luis V. Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration

ROCK COUNTY, WISCONSIN



Planning, Economic & Community  
Development Agency  
51 South Main Street  
Janesville, WI 53545  
Phone: 608-757-5587  
Fax: 608-757-5586  
Email: [baker@co.rock.wi.us](mailto:baker@co.rock.wi.us)  
Website: [www.co.rock.wi.us](http://www.co.rock.wi.us)

April 20, 2017

R&K & Sons Construction  
7030 N Tolles Rd  
Evansville, WI 53536

Re: Rock County Shoreland and Floodplain Zoning Ordinance Requirements  
Request for CLOMR and subsequent LOMR – R&K & Sons Construction Property  
Lot 11 South Gate Estates, Evansville, WI Parcel 6-20-390.11

To Whom It May Concern:

In regard to the above referenced property, the Rock County Planning and Development Agency is tasked with administering the Rock County Shoreland and Floodplain Zoning Ordinances in this area. The Floodplain Zoning Ordinance is applicable because the property is located in the mapped Floodplain developed by the DNR and FEMA and the Shoreland Zoning Ordinance applies to the extent of the Floodplain. It is my understanding that you intend to go through the process to fill and remove the land from the Floodplain rather than develop the property according to the restrictive standards associated with the Floodplain Ordinance. This requires a number of administrative steps, which I will briefly summarize.

I have already reviewed the packet of materials submitted by Adam Griffin at Combs and Associates to support the application to FEMA for a Conditional Letter of Map Revision-Fill (CLOMR-F), which is the first step in the process. Following review, I signed the application in support on behalf of Rock County and it is my understanding that Adam has or will be submitting the application to FEMA for review.

Once the CLOMR-F is approved by FEMA, permitting through our Agency will be required prior to placing fill on the site according to plans developed by Combs (or as revised during the permitting process). This is a Conditional Use Permit process, which requires a public hearing and approval by the Planning and Development Committee. Once the fill work is completed, the site will be surveyed to ensure that the fill meets the elevation requirements and that information will be submitted to this Agency and FEMA. FEMA will provide final approval of the filling which will authorize the Rock County Floodplain Maps to be amended to reflect change. That amendment will have to be approved by the County Board to be incorporated in the Floodplain Zoning Ordinance. After this amendment is approved, building permits may be issued by various entities. On that note, based on the site plan you may need to discuss with the Town of Union whether or not a variance will be required to place the house twenty five feet from the right of way rather than the required fifty.

I cannot say exactly how long this process will take because I do not have any input on the FEMA review procedures, but I can say for certain it will take a minimum of a few months simply based on the meeting schedule for the P&D Committee and the County Board. We will continue to work directly with Combs and Associates to ensure that your project meets the necessary requirements, but please let me know if you have any questions about this process.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Baker".

Andrew Baker  
Senior Planner-Code Enforcement

CC: Adam Griffin, PE, Combs and Associates





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

**INTEROFFICE MEMORANDUM**

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

**FROM:** Planning & Development Agency Staff

**SUBJECT:** Request for Permit Extension – Shoreland CUP 2015 002  
Traynor Revocable Trust Bridge Project over Otter Creek  
7030 E Co Rd N, Milton Township

**MEETING DATE:** August 24, 2017

**Summary:**

The Planning and Development Committee approved a Shoreland Conditional Use Permit on April 9, 2015 for the landowner to conduct a nonmetallic mining operation within the Shoreland Zoning District, which included the construction of a new bridge over Otter Creek to access the site. That Permit was appealed to the Rock County Board of Adjustment (BOA) by neighboring landowners. In the final action on that appeal, the BOA approved the bridge project (with conditions) but denied the ability to mine within the Shoreland Zoning District. The final decision was made on September 16, 2015.

In the fall of 2016, a new operator/lessee began revising the plans to mine the portion of the original proposed site outside of the Shoreland Zoning District. The operator plans to utilize the permit approval granted by the BOA in 2015 for the stream crossing area, but the bridge, and associated approach, design is altered from that approved by the BOA. Staff has worked with the operator to ensure that the revised plan meets the standards for Shoreland and Floodplain Zoning and is consistent with approvals by other Agencies. The owner hired an engineer to complete the hydraulic and hydrologic analysis required by the Floodplain Zoning Ordinance, which was completed in July and approved by Staff. Therefore, all necessary approvals have been granted by the Agency for this project.

The Planning and Development Committee approved a 6 month extension for the permit at the end of January 2017, therefore the Shoreland CUP duration officially ends on September 1, 2017. However, at the time this memo is being written, is uncertain whether the project will be completed by the expiration date base on ground conditions and other factors. Therefore, the owner has asked that the Committee consider a second six month extension.

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

Staff recommends approving a permit extension for Shoreland CUP 2015 002 until April 1st, 2018 subject to the original conditions of approval. Staff also recommends that a prorated permit fee of \$50 per month be approved for this extension.

Alternatively, the Committee may deny the permit extension request and require that a new Shoreland CUP application be submitted. A new application would require public notice and hearing for the project, but would not change the standards that have to be met for approval.

## MEMORANDUM

To	Andrew Baker, Rock County Senior Planner	Pages 1 + attachments
Cc	Scott Traynor, David Churchill	
Subject	Otter Creek Bridge Hydraulic Analysis	
From	Todd Needham, P.E. Ellyn Subak, P.E.	
Date	July 11, 2017	

We were contacted several months ago by Mr. Scott Traynor to assess the hydraulic impact of a proposed bridge structure to replace the existing small concrete bridge which crosses Otter Creek within the Scott Traynor Revocable Trust property located at 7030 East CTH N, Milton. A portion of the site is planned for mineral extraction and the heavy equipment which will be accessing the site will require a stronger structure than what is currently in place.

The overall goal is to ensure no increase in the 100-year flood elevation. A hydraulic study was originally completed in March of 2015 by Montgomery Associates for this same Otter Creek crossing. The proposed structure analyzed as part of that study was a 32-foot long pre-cast concrete slab span supported by cast-in-place concrete footings. The proposed structure was to be twenty feet wide and 18-inches thick, with the deck elevation being set at approximately 1 foot higher than the existing bridge deck. Some "scraping" of existing soils along the banks of the stream were also included in this proposal. It is my understanding this study was submitted to and approved by Rock County, however the costs for the proposed structure were excessive and therefore not feasible for the owner.

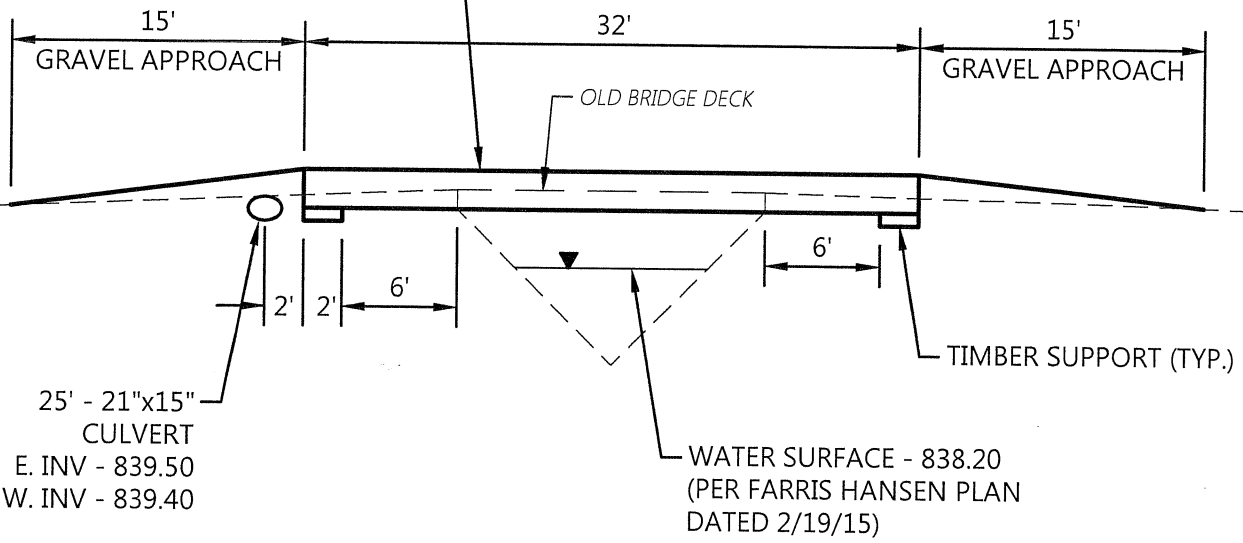
The structure which is now being proposed by Mr. Traynor and the pit operator Churchill Concrete & Stone includes a Thurman clear span truck scale deck set on timber supports at each end. The new bridge deck will be 10-feet wide by 32-feet long by 2-feet thick. The existing bridge deck would be removed; however, the existing bridge abutments may remain in place to minimize disruption to the stream bed. The proposed top of deck elevation will be approximately 18-inches higher than the existing structure, and earthen approach ramps approximately 15' long would be added to each side to match back to existing conditions.

Mr. Traynor supplied the HEC-RAS files created by Montgomery Associates for use as a basis of our analysis. The HEC-RAS "proposed" files were modified to reflect the above configuration at the upstream and downstream side of the new bridge. All other "existing" condition cross sections were left as is, and a comparison was made between the existing and proposed conditions. The initial results indicated a minimal increase in the upstream 100-year flood elevation. After several iterations, it was determined a 25' long 21"x15" arched pipe will be required just past the north edge of the new deck within the new north approach. The upstream invert elevation will be set at 839.50 and the downstream invert elevation will be set at 839.40. With this configuration, a net reduction in the 100-year floodplain elevation of between 0.03' and 0.04' will occur upstream from the proposed structure, depending on which cross section is analyzed, and therefore the design meets Rock County floodplain ordinances.

See attachments for additional information.

*Design drawing attached*

NEW STEEL BRIDGE DECK  
TOP OF DECK - 842.00  
BOTTOM OF DECK - 840.00



LOOKING UPSTREAM  
Not to Scale

CHURCHILL CONCRETE AND STONE  
OTTER CREEK BRIDGE  
TYPICAL SECTION  
JULY 26, 2017

ROCK COUNTY, WISCONSIN



Planning, Economic & Community  
Development Agency  
51 South Main Street  
Janesville, WI 53545  
Phone: 608-757-5587  
Fax: 608-757-5586  
Email: [baker@co.rock.wi.us](mailto:baker@co.rock.wi.us)  
Website: [www.co.rock.wi.us](http://www.co.rock.wi.us)

August 8, 2017

Mr. Scott Traynor  
7030 E County Rd N  
Milton, WI 53563

Re: Rock County Floodplain and Shoreland Zoning Ordinance Requirements  
Driveway and bridge replacement project adjacent to Otter Creek

Dear Mr. Traynor,

Enclosed is a Rock County Permit card which reflects the combined approval of the above referenced project under for purposes of Rock County Shoreland Zoning Ordinance (Chapter 4.2 of the Code of Ordinances) and the Floodplain Zoning Ordinance (Chapter 4.4 of the Code of Ordinances).

In regard to Shoreland Zoning requirements, this permit reflects the original approval of the Conditional Use Permit for filling and grading activities made by the Rock County Board of Adjustment and a permit extension approved by Planning and Development Committee earlier this year. The permit conditions are included on the permit card.

In regard to Floodplain Zoning requirements, this permit reflects the approval of the hydraulic and hydrological analysis completed by engineers R.H. Batterman and Co. and submitted to this Department for review in July 2017. This analysis was necessary to determine the impact (in any) of the replacement bridge on the Floodplain along Otter Creek. The analysis resulted in the need to place an additional culvert within the embankment leading to the bridge in order pass flood waters without raising the flood heights in the vicinity. A detailed drawing showing the specs for the culvert and elevations was also provided by Batterman. This analysis meets our County Ordinance requirements (which are based on Chapter 87.30 Wis. Stats and NR 116 Wis. Admin. Code) and therefore is approved to be installed as designed. In order to do so accurately, it is necessary for a surveyor to set a vertical benchmark close to the project to assure that the culvert and bridge be set at the elevation required by the plan. In my conversations with Todd Needham from Batterman, he stated that their crew would be able to provide that.

These approvals as per the requirements of the Floodplain and Shoreland Zoning Ordinances are the two approvals need from this Department for this project. Please let me know if you have any questions and please keep me informed as the project progresses.

Sincerely,

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

Andrew Baker  
Senior Planner-Code Enforcement

POST ON PREMISES IN A VISIBLE LOCATION

PERMIT NO. CUP2015002

THIS CERTIFIES THAT A  
ROCK COUNTY

# CONDITIONAL USE PERMIT

HAS BEEN ISSUED TO Scott A Traynor Rev Trust ~~the~~ Parcel 6-13-99 IN NE 1/4 OF SW 1/4  
NAME OF OWNER LOT, BLOCK, & SUBDIVISION

OF SECTION 12 TOWN OF Milton ON Approx. 107 acres IN ROCK COUNTY.

Description of Proposed Activity Construct replacement bridge over Otter Creek and driveway adjacent to

PERMIT IS ISSUED PURSUANT TO THE FOLLOWING ZONING REGS: APPROVED NOT APPLICABLE Creek

SHORELAND ZONING

FLOODPLAIN ZONING

LOWLANDWETLAND

### PERMIT CONDITIONS (as approved by Board of Adjustment 9/16/2015):

1. The driveway on the north and south sides of the bridge shall be a straight line and shall not intrude upon the designated shoreland district for more than the minimum amount required for the driveway more than 300 feet north of the bridge nor 300 feet south of the bridge.
2. No driveway, other than that allow under conditions (1) above, shall be constructed in the designated shoreland zone.
3. Condition No. 4 from the County's Planning & Development Committee approval is adopted and incorporated by reference herein (which reads, "DNR Chapter 30 permit shall be obtained and all necessary measures taken for the Otter Creek Bridge construction as well as all other related permits").
4. The bridge replacement shall be subject to all other governmental permits and approvals.

Permit Extension was approved by the Planning and Development Committee on January 26, 2017 until September 1, 2017

  
ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY  
DEVELOPMENT AGENCY

DATE August 8th, 2017

Interested parties should contact The Planning and Development Agency at 608-757-5587 with questions/concerns related to this permit



**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:** August 24th, 2017

**Land Division Summary:**

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

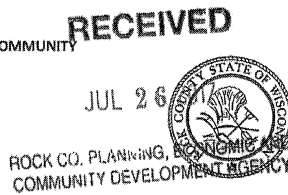
2017 042 (Porter Township) – Sweeney Land Holdings LLC

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

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

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

Application Number: LD2017 042

Received By - Date (MM/DD/YYYY): 7-26-17

## 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.\*\***

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:  Yes  No
5. Land division will require a zoning change:  Yes  No

### APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	SWEENEY LAND HOLDINGS LLC	Telephone:	
Address:	11327 N CASEY RD	City:	EDGERTON
		State:	WI
		Zip:	53534
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 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.

### LAND DIVISION INFORMATION

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

10. Land division area location: Town of PORTER SW 1/4 of NW 1/4  
Section 3 Tax parcel number(s) - 6-16-22

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): <u>40</u>	14. Land division area (Square feet or acres): <u>3</u>	15. Current zoning of land division area: <u>AE</u>
16. Number of new/additional lots created by land division: <u>1</u>	17. Future zoning of new/additional lot(s) created by land division: <u>AE</u>	18. Future zoning of parent lot: <u>AE</u>

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: *Robb / [unclear]* DATE: 7/18/17

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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(12) Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NOTHING REQUESTED
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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:

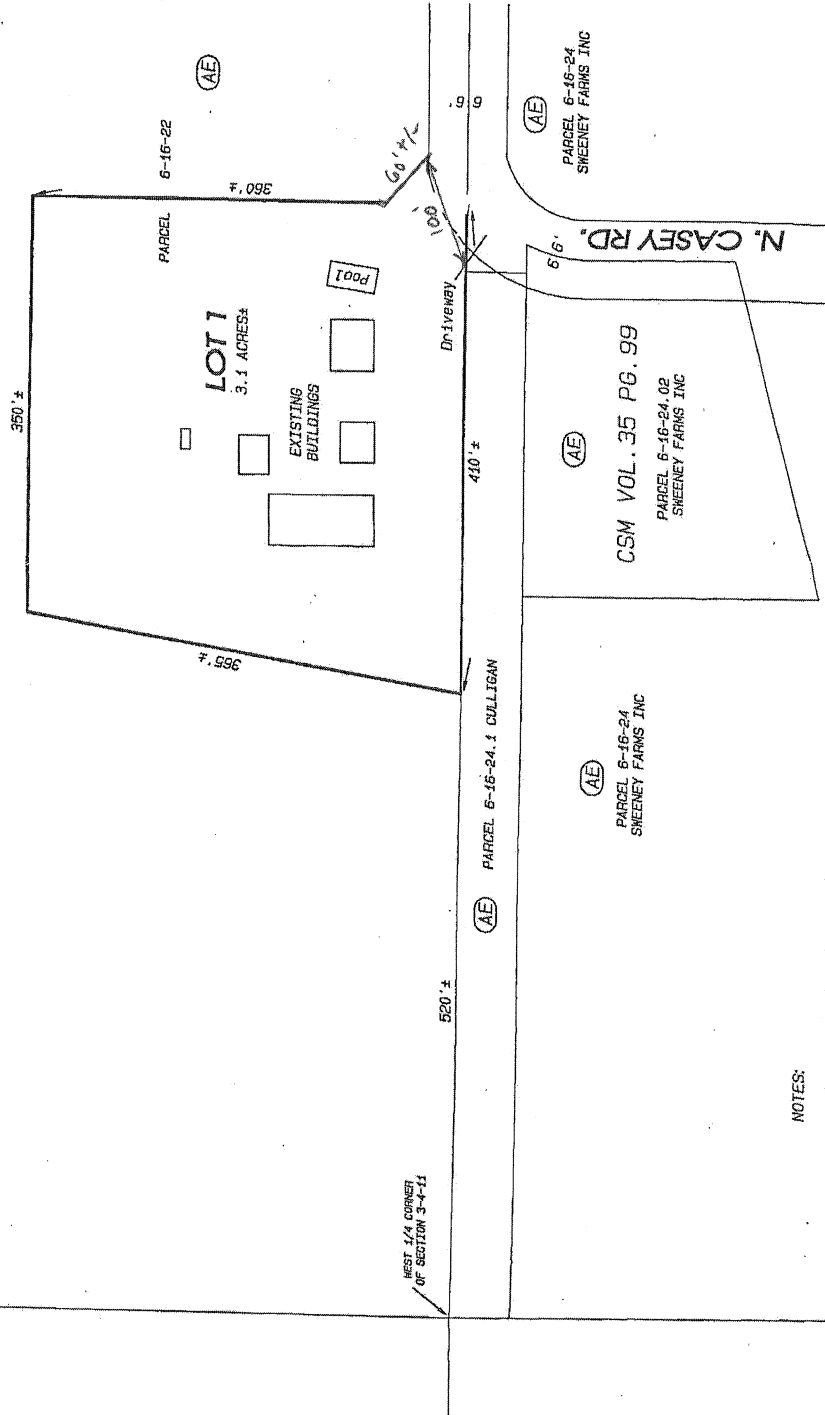
ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
51 N. MAIN ST.  
JANESVILLE, WI 53545



# PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 3, T.4N., R.11E. OF THE  
4TH P.M., TOWN OF PORTER, ROCK COUNTY, WISCONSIN.

PARCEL 6-16-22  
SWEENEY LAND HOLDINGS LLC  
37 ACRES ± REMAIN (AE)



WEST 1/4 CORNER  
OF SECTION 3-4-11

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

Project No. 117-296 For: SWEENEY

DATE: JULY 18, 2017

**Combs & Associates**  
 • LAND SURVEYING  
 • LAND PLANNING  
 • CIVIL ENGINEERING  
 409 N. Milwaukee St.  
 Janesville, WI 53548  
 Tel: 608.752-0575  
 Fax: 608.752-0524  
 www.combsurvey.com



Application Number: LD2017 042 Sweeney

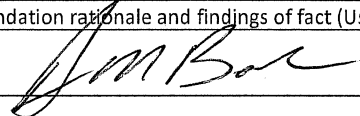
## PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

### 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 <b>EXISTING</b> streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input type="checkbox"/>
c. <b>EXISTING/PROPOSED</b> County, Town, and City/Village (if applicable) zoning designations of all <b>EXISTING/PROPOSED</b> lot(s) and outlot(s), in and adjacent to the land division area:	<input type="checkbox"/>
d. Approximate location and dimension of all <b>EXISTING/PROPOSED</b> lot(s), outlot(s), and block(s), numbered for reference, in the land division area:	<input type="checkbox"/>
e. Indication of all <b>PROPOSED</b> lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input type="checkbox"/>
f. Distance from all <b>PROPOSED</b> 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 <b>EXISTING</b> or <b>PROPOSED</b> , 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"/>

AGENCY REVIEW	
	Missing Information
k. Scale, north arrow, and date of creation:	<input type="checkbox"/>
l. Any other information required by the Agency:	<input type="checkbox"/>
7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page:	<input type="checkbox"/>
7c. Map prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>
7d. All required application form information and required party's signature on the application form:	<input type="checkbox"/>
7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee:	<input type="checkbox"/>
8. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If you answered <b>No</b> , 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 <b>Approve With Conditions</b> to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Utility easement(s) shall be placed on lots as requested by utility companies.	
2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of	
3. this survey. 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></u> TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>	DATE: <u>8/15/17</u>

TOWN ACTION	
13. Town action: <input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
14. If you answered <b>Approve With Conditions</b> to 13., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____ TITLE: _____	DATE: _____

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 <b>Approve With Conditions</b> 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: _____ TITLE: <u>Chair – Rock County Planning &amp; Development Committee</u>	DATE: _____

**AGENCY RECOMMENDATION**

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

- 3. Proposed lots lines shall included POWTS area with the buildings that utilize the system.
- 4. Dedicate 33-foot half road right of way along N Casey Rd at the discretion of the Town of Porter.
- 5. The parent parcel is currently Zoned AE by the Town of Porter. Based on the proposed size and use of Lot 1, a rezone is being requested.
- 6. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 7. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.
- 8.
- 9.
- 10.

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

The proposed Land Division creates one new lot from an existing 40 acre parcel in Porter Township, which will include approximately 3.1 acres with an existing residence and other buildings. The parent parcel is currently zoned Agricultural-Exclusive District (AE) by the Town of Porter and the future land use for the parcel is Agriculture. The AE District is certified by DATCP for the Farmland Preservation Program. The proposed lot size for the new lot requires a rezone, therefore a proposed change to the Town's Agricultural General District (AG) has been requested from the Town. Upon reviewing such a request, the Town should consider the standards/requirements included in the Zoning Ordinance to rezone lands in the Farmland Preservation District, where applicable.

**TOWN ACTION**

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

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

**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:

ROCK COUNTY, WISCONSIN



**Real Property  
Description Department**  
51 South Main Street  
Janesville, WI 53545  
(608) 757-5610

MEMORANDUM

DATE: August 8, 2017

TO: Planning and Development Committee

FROM: Michelle Schultz, Real Property Lister *MS*

RE: Semi-Annual Report – Attendance at Conferences/Conventions

No member of the Real Property Description Department attended any training, conference or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Josh Smith

ROCK COUNTY, WISCONSIN



Planning, Economic & Community  
Development Agency  
51 South Main Street  
Janesville, WI 53545  
Phone: 608-757-5587  
Fax: 608-757-5586  
Website: [www.co.rock.wi.us](http://www.co.rock.wi.us)

## MEMORANDUM

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Date: August 9, 2017

To: Planning & Development Committee

From: Colin Byrnes – Director Planning & Development Agency *CB*

Re: Semi-Annual Report – Attendance at Conference/Conventions for the first six months of 2017

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No member of the Planning & Development Agency attended any training, conference or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.