



PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, FEBRUARY 25, 2016 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
ROCK COUNTY COURT HOUSE
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of Planning & Development Meeting held Thursday, January 28, 2016
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Preliminary Land Division Approval
 - LD 2015 042 (Newark Township) – Robert Knutson
 - LD 2015 081 (Plymouth Township) – Delford West
 - LD 2016 001 (Avon Township) – Dennis Blaser
6. Finance
 - A. **Action Item:** Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances
7. Community Development
 - A. **Action Item:** Citizen Grievance CDBG Program – Joseph Van Ruyven
 - B. **Action Item:** Rock County Policies and Procedures HOME, CDBE AND LEAD HAZARD CONROL GRANTS document amendment for Change Orders
8. Committee Reports
9. Directors Report
 - A. County Surveyor Position
10. Adjournment

Future Meetings/Work Sessions

March 10, 2016 (8:00 am)
March 24, 2016 (8:00 am)
April 14, 2016 (8:00 am)
April 28, 2016 (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

DATE: February 16, 2016

Summary:

The following Land Divisions are seeking Preliminary approval from the P&D Committee:

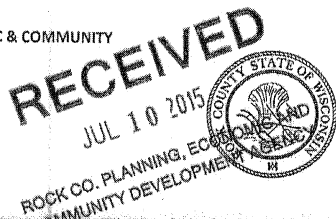
2015 042 (Newark Township) – Robert Knutson

2015 081 (Plymouth Township) – Delford West

2016 001 (Avon Township) – Dennis Blaser

Recommendation(s) or Action(s):

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



AGENCY USE ONLY

Application Number: LD 2015 042

Received By - Date (MM/DD/YYYY): 7-10-15

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: | Robert Knutson | | | Telephone: | |
| Address: | 11346 S Merlet Road | City: | Beloit | State: | WI Zip: 53511 |
| b. Name: | | | | Telephone: | |
| Address: | | City: | | State: | Zip: |

7. AGENT (SURVEYOR AND DEVELOPER)

| | | | | | |
|--------------------|---------------------|-------|--------|------------|---------------|
| a. Surveyor name: | Batterman | | | Telephone: | |
| Address: | 2857 Bartells Drive | City: | Beloit | State: | WI Zip: 53511 |
| b. Developer name: | Zach Knutson | | | Telephone: | |
| Address: | 8897 Overlook Drive | City: | Roscoe | State: | IL Zip: 61073 |

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 SE 1/4 of SE 1/4
Section 29 Tax parcel number(s) - 6-14-244

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): 30.64 | 14. Land division area (Square feet or acres): 30.64 | 15. Current zoning of land division area: A2 |
| 16. Number of new/additional lots created by land division: 2 | 17. Future zoning of new/additional lot(s) created by land division: A2 | 18. Future zoning of parent lot: A2 |

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

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

21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy): N/A

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

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a 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: [Signature] DATE: 7-9-2015

| 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 type="checkbox"/> | <input checked="" type="checkbox"/> | not shown |
| (8) Easements (Utility, drainageway, pedestrian way, etc.): | <input type="checkbox"/> | <input checked="" type="checkbox"/> | unknown |
| (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"/> | 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 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"/> | none |
| 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"/> | |

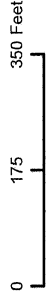
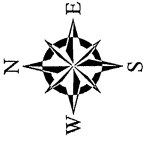
THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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



LD2015 042
 SE of SE 1/4 Section 29
 Newark Township





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"/> |

| AGENCY REVIEW | |
|---|---|
| | Missing Information |
| k. Scale, north arrow, and date of creation: | <input type="checkbox"/> |
| l. Any other information required by the Agency: | <input type="checkbox"/> |
| 7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page: | <input type="checkbox"/> |
| 7c. Map prepared by a land surveyor licensed in Wisconsin: | <input type="checkbox"/> |
| 7d. All required application form information and required party's signature on the application form: | <input type="checkbox"/> |
| 7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee: | <input type="checkbox"/> |
| 8. Preliminary minor land division application is complete: | <input checked="" type="checkbox"/> Yes |
| 9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form. | |

| AGENCY RECOMMENDATION | |
|---|----------------------|
| 10. Agency recommendation: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny | |
| 11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary): | |
| 1. 33' half road right of way dedicated to the public at the discretion of the Town of Newark along S. Merlet Rd & W. Brandherm Rd. | |
| 2. Note on Final Map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system, no | |
| 3. soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to replacement of the system." | |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| AGENCY SIGNATURE: <u><i>Colin M. Brynes</i></u> TITLE: <u>Administrator - Rock County Planning, Economic & Community Development Agency</u> | DATE: <u>7/13/15</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. | |
| 2. | |
| 3. | |
| 15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| TOWN SIGNATURE: <u><i>As per discussion with</i></u> TITLE: <u><i>Town Clerk 2/8/16</i></u> | 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 checked="" 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: _____ TITLE: <u>Chair – Rock County Planning & Development Committee</u> | DATE: _____ |

AGENCY RECOMMENDATION

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

- 3. Indicate septic and well locations on Final Map for proposed Lot 1.
- 4. All structures shall meet setback regulations.
- 5. Acceptable soil and site evaluation report received from the Rock Co. Health Dept. on proposed Lot 2.
- 6. If Applicant is not creating a buildable Lot 2 then a Note on Final CSM indicating: "No building which produces wastewater allowed on lot."
- 7. The Final CSM shall be submitted for review and approval to Agency Staff within one year of Preliminary Approval.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

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

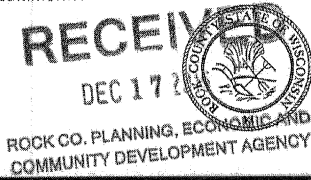
17. If you answered **Approve With Conditions to 16.**, list conditions:

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

18. Committee action rationale and findings of fact:

ROCK COUNTY 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: LD 2015 081

Received By - Date (MM/DD/YYYY): 12-17-15

PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

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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: Delfort Duffy West Telephone: 608-987-6664
 Address: 5641 S. County Road H City: Orfordville State: WI Zip: 53576

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

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name: Jeff Garde Telephone: 608-365-4464
 Address: 2857 Bartells Drive 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 Plymouth NW 1/4 of NW 1/4
Section 35 Tax parcel number(s) - 030-001333

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): 152.87 acres 14. Land division area (Square feet or acres): 5.8 acres 15. Current zoning of land division area: A-1

16. Number of new/additional lots created by land division: 1 17. Future zoning of new/additional lot(s) created by land division: A-3 18. Future zoning of parent lot: A-1

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

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

21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy): _____ 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: [Signature] DATE: 12/17/2015

| 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 checked="" type="checkbox"/> | <input type="checkbox"/> | |
| (1) Buildings: | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| (2) Streets, alleys, and public ways: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (3) Driveways: | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| (4) Rail lines: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (5) Private water wells or water supply systems: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (6) Private onsite wastewater treatment systems or public sanitary sewer systems: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (7) Any other public utilities: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (8) Easements (Utility, drainageway, pedestrian way, etc.): | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (9) Vegetative land cover type: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (10) Environmentally sensitive areas (Floodplain, steep slope, etc.): | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (11) Productive agricultural soils, cultural resources, and woodlands: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (12) Surface water features: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (13) Drainageways: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (14) Detention or retention areas: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (15) Cemeteries: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (16) Bridges/culverts: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| (17) Rock outcroppings: | <input type="checkbox"/> | <input checked="" 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"/> | <input checked="" 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"/> | <input checked="" type="checkbox"/> | |
| 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 type="checkbox"/> | <input checked="" type="checkbox"/> | Fee is being delivered |

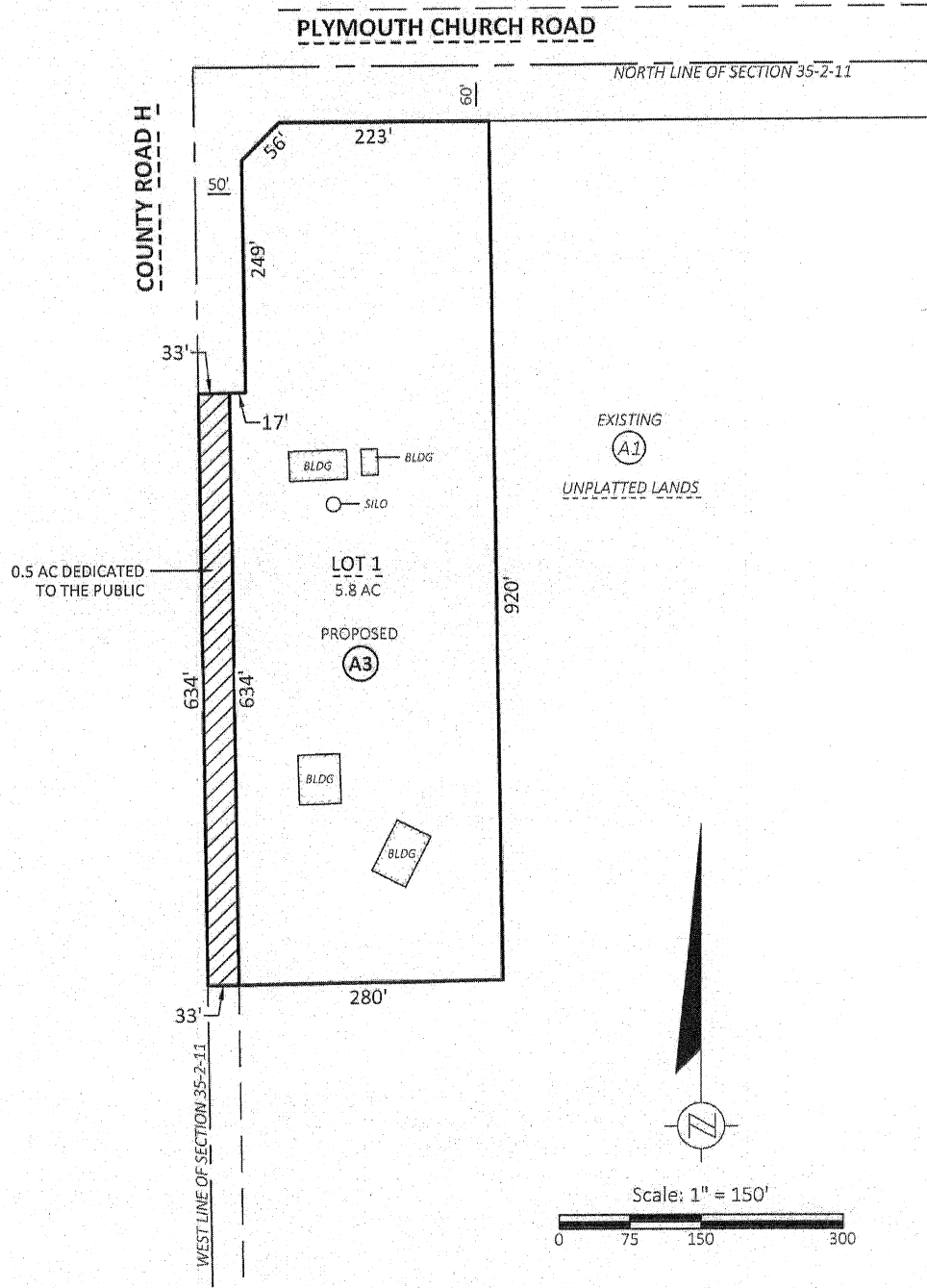
THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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:

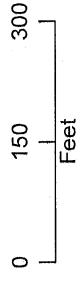
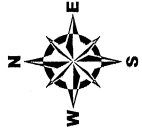
ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
51 N. MAIN ST.
JANESVILLE, WI 53545

PRELIMINARY CERTIFIED SURVEY MAP

BEING PART OF THE NW 1/4 OF THE NW 1/4 OF
SECTION 35, T. 2 N., R. 11 E., OF THE 4TH P.M.,
TOWN OF PLYMOUTH, ROCK COUNTY, WISCONSIN.



| | | | |
|--|--|---|--|
| <p>ORDER NO: 32319 BOOK: SEE FILE FIELD CREW: -- DRAWN BY: CM DATE: DECEMBER 17, 2015</p> | <p>FOR THE EXCLUSIVE USE OF: DUFFY WEST 5641 S COUNTY ROAD H ORFORDVILLE, WI 53576</p> <p><small>File Name: J:\32300-32399\32319.Duffy West\SURVEY\RH8 DRAWING FILES</small></p> | <p>Batterman engineers surveyors planners 2857 Bartells Drive Beloit, Wisconsin 53511 608.365.4464 www.rhbatterman.com</p> | |
|--|--|---|--|



LD 2015 081 (West)
NW 1/4 of NW 1/4 Section 35
Town of Plymouth

- Farmland Preservation
- County Highway



Post County, WI Communicators



Application Number: LD2015 081 West Trust

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"/> |

13

| AGENCY REVIEW | |
|---|---|
| | Missing Information |
| k. Scale, north arrow, and date of creation: | <input type="checkbox"/> |
| l. Any other information required by the Agency: | <input type="checkbox"/> |
| 7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page: | <input type="checkbox"/> |
| 7c. Map prepared by a land surveyor licensed in Wisconsin: | <input type="checkbox"/> |
| 7d. All required application form information and required party's signature on the application form: | <input type="checkbox"/> |
| 7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee: | <input type="checkbox"/> |
| 8. Preliminary minor land division application is complete: | <input checked="" type="checkbox"/> Yes |
| 9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form. | |

| AGENCY RECOMMENDATION | |
|---|----------------------|
| 10. Agency recommendation: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny | |
| 11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary): | |
| 1. Dedicate a minimum of a 40' half road right-of-way to the County of Rock along County Rd H. | |
| 2. Show well and septic location on Final Certified Survey Map (CSM). | |
| 3. Thirty foot wide Drainage Easement to be located on Lot #1 in natural drainage swales (from West and North property lines). | |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| AGENCY SIGNATURE: <u>[Signature]</u> | DATE: <u>1/18/16</u> |
| TITLE: <u>Administrator - Rock County Planning, Economic & 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>Rezone new lot from A-1 to A-3</u> | |
| 2. <u>Deed restriction that no building to be built on remaining</u> | |
| 3. <u>147 acres</u> | |
| 15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| TOWN SIGNATURE: <u>Approved by Town Board</u> | DATE: <u>2/9/16</u> |
| TITLE: <u>as per discussion with Town clerk</u> | |

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 & Development Committee</u> | |

14

AGENCY RECOMMENDATION

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

- 3. Note on Final CSM: "Since Lot 1 contains existing buildings which utilize an existing private sewage system
- 4. no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive
- 5. to the replacement of the existing system."
- 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 separates an existing farmstead area from the parent parcel. The new lot contains a limited amount of area that is actively being farmed (approximately 0.8 acres along proposed east property line according to 2015 air photo). It appears this area could be reduced based solely on the air photo, but building setbacks and the well and/or septic system location(s) may need to be considered when field survey work is conducted.

The Town may want to consider managing future nonfarm development on the parent parcel (approximately 147 acres remaining) with a deed restriction.

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:

15

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

JAN 22 2016



ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2016 001
Received By - Date (MM/DD/YYYY): 1-22-16

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: | DENNIS BLASER | | | Telephone: | 879-2316 | | |
| Address: | 6617 S LEE ROAD | City: | BRODHEAD | State: | WI | Zip: | 53520 |
| b. Name: | | | | Telephone: | | | |
| Address: | | City: | | State: | | Zip: | |

7. AGENT (SURVEYOR AND DEVELOPER)

| | | | | | | | |
|--------------------|---------------------|-------|--------|------------|----------|------|-------|
| a. Surveyor name: | RH BATTERMAN | | | Telephone: | 365-4464 | | |
| Address: | 2857 BARTELLS DRIVE | 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: TRUST CREATION

| | | |
|----------------------------------|--------------|-----------------------------------|
| 10. Land division area location: | Town of AVON | NW 1/4 of NW 1/4 |
| | Section 2 | Tax parcel number(s) - 002 002006 |

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): 64.2 ACRES | 14. Land division area (Square feet or acres): 3.0 ACRES | 15. Current zoning of land division area: A1 |
| 16. Number of new/additional lots created by land division: 1 | 17. Future zoning of new/additional lot(s) created by land division: A2 | 18. Future zoning of parent lot: A1 |

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

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: JANUARY 14, 2016 |
|--------------------------------------|------------------------|

16

| 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 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"/> | NA |
| (5) Private water wells or water supply systems: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (6) Private onsite wastewater treatment systems or public sanitary sewer systems: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (7) Any other public utilities: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (8) Easements (Utility, drainageway, pedestrian way, etc.): | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (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"/> | NA |
| (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"/> | NA |
| (13) Drainageways: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (14) Detention or retention areas: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (15) Cemeteries: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (16) Bridges/culverts: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| (17) Rock outcroppings: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| 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"/> | NA |
| 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"/> | NA |
| j. Preliminary concept for collecting and discharging stormwater, in the land division area: | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NA |
| 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"/> | NONE 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.

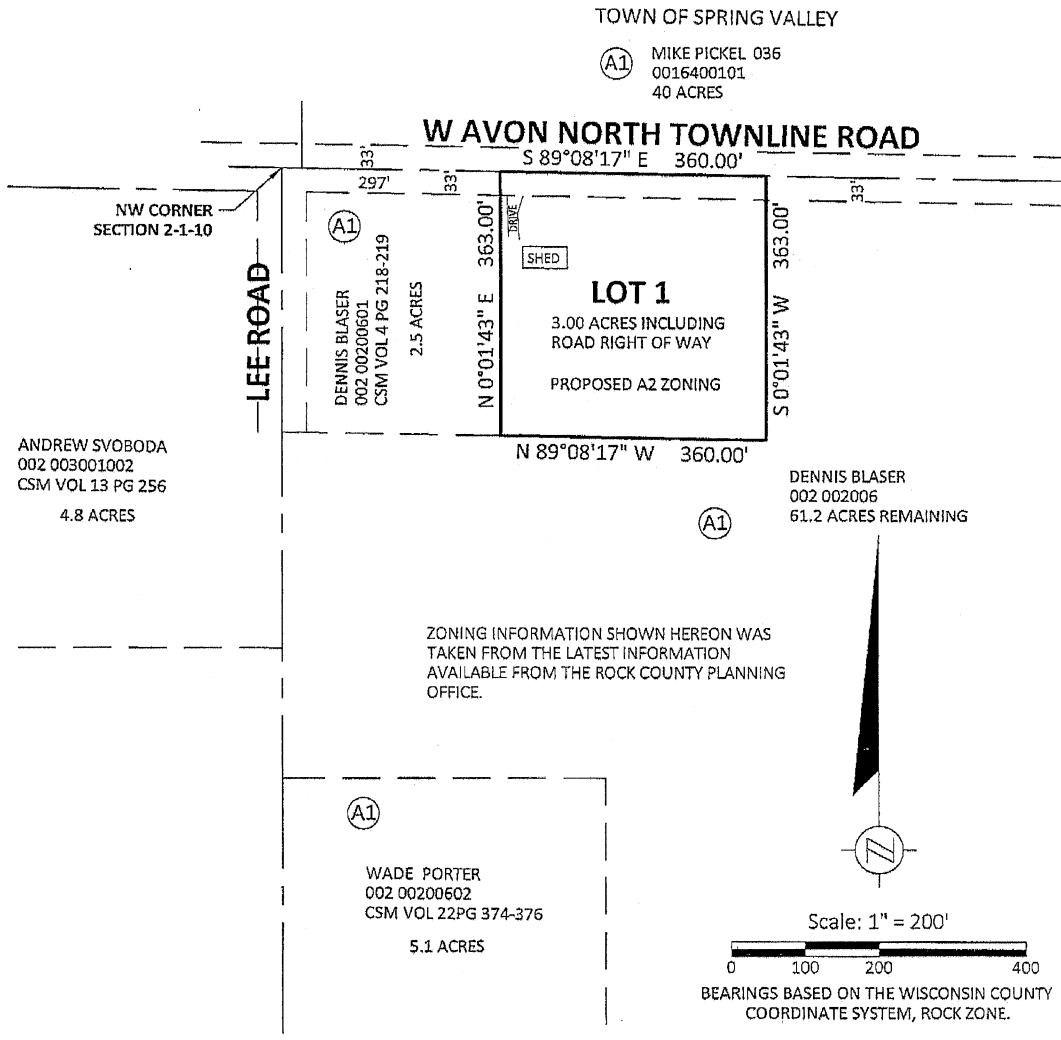
PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM,
A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

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

PELIMINARY

CERTIFIED SURVEY MAP

OF PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 2,
T. 1 N., R. 10 E., OF THE 4TH P.M.,
AVON TOWNSHIP, ROCK COUNTY, WISCONSIN.



| | | | |
|---|---|---|--|
| <p>ORDER NO: 32335 BOOK: SEE FILE FIELD CREW: DRAWN BY: RHL DATE: JANUARY 14, 2015</p> | <p>OWNER DENNIS BLASER 6617 S LEE ROAD BRODHEAD WI 53520 <small>File Name: J:\12300-32399\12235 BLASER</small></p> | <p>Batterman engineers surveyors planners 2857 Bartells Drive 9eloit, Wisconsin 53511 608.365.4464 www.rhbatterman.com</p> | |
|---|---|---|--|

LD2016 001 (Blaser)
 NW 1/4 of NW 1/4 Section
 Town of Avon



Pearl County High Communications



Application Number: LD2016 001 Blaser

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"/> |
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| 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"/> |

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| AGENCY REVIEW | |
|---|---|
| | Missing Information |
| k. Scale, north arrow, and date of creation: | <input type="checkbox"/> |
| l. Any other information required by the Agency: | <input type="checkbox"/> |
| 7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page: | <input type="checkbox"/> |
| 7c. Map prepared by a land surveyor licensed in Wisconsin: | <input type="checkbox"/> |
| 7d. All required application form information and required party's signature on the application form: | <input type="checkbox"/> |
| 7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee: | <input type="checkbox"/> |
| 8. Preliminary minor land division application is complete: | <input checked="" type="checkbox"/> Yes |
| 9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form. | |

| AGENCY RECOMMENDATION | |
|---|---------------------|
| 10. Agency recommendation: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny | |
| 11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary): | |
| 1. Dedicate a minimum of a 33' half road right-of-way along W Avon North Townline Rd at the discretion of the Town. | |
| 2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means | |
| 3. of wastewater disposal is approved by the necessary governmental agencies" | |
| 12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| AGENCY SIGNATURE: <u>[Signature]</u> | DATE: <u>2/4/16</u> |
| TITLE: <u>Administrator - Rock County Planning, Economic & 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>No conditions of approval for LD, as confirmed</u> | |
| 2. <u>with Town Board Chairman 2/10/16. Rezone was</u> | |
| 3. <u>also approved as of 2/2/16. (AB)</u> | |
| 15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary): | |
| TOWN SIGNATURE: _____ | DATE: <u>As of 2/2/16</u> |
| TITLE: <u>Per discussion with Town Board chair</u> | |

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 & Development Committee</u> | |

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AGENCY RECOMMENDATION

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

- 3. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 4. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division separates three acres from the parent parcel. Based on the 2015 air photo, the land is currently not being farm and apparently the landowner has it enrolled in the Conservation Reserve Program (CRP). The land is in the A-Prime Zoning District of the Town of Avon. It appears a rezone would be required from the Town, as indicated on the application. It is referenced on the application that the reason for the land division is the creation of a Trust. If the land division is approved, the Town may want to consider managing future non-farm development on the parent parcel (approximately 61 acres remaining) with a deed restriction.

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:

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COMMITTEE APPROVAL REPORT

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|---------------------------------------|-----------------|-----------|------------|-----------------|-----------------|
| 64-6900-0000-62100 | CONTRACTED SERV | P1504023 | 12/31/2015 | LUBKEMAN,JODI L | 150.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 3,632.00 | 21,625.84 | 0.00 | 150.00 | (18,143.84) |
| BOARD OF ADJUSTMENT PROG TOTAL | | | | | 150.00 |

I have examined the preceding bills and encumbrances in the total amount of **\$150.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 25 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|-----------------|----------|------------|--------------------------------|-----------------|
| 64-6400-0000-63100 | OFC SUPP & EXP | | | | |
| | | P1600308 | 01/18/2016 | OFFICE PRO INC | 49.90 |
| | | P1600688 | 01/19/2016 | STAPLES ADVANTAGE | 86.98 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 2,500.00 | 0.00 | 0.00 | 136.88 | 2,363.12 |
| 64-6400-0000-63200 | PUBL/SUBCR/DUES | | | | |
| | | P1600949 | 01/01/2016 | WISCONSIN COUNTY CODE ADMINIST | 100.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 848.00 | 0.00 | 0.00 | 100.00 | 748.00 |
| PLANNING PROG TOTAL | | | | 236.88 | |
| 64-6420-0000-63300 | TRAVEL | | | | |
| | | P1601054 | 02/08/2016 | FORWARD JANESVILLE INC | 1,150.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 4,500.00 | 0.00 | 0.00 | 1,150.00 | 3,350.00 |
| ECONOMIC DEVELOPMENT PROGRAM PROG TOTAL | | | | 1,150.00 | |
| 64-6460-0000-63110 | ADMIN.EXPENSE | | | | |
| | | P1601051 | 02/05/2016 | NEIGHBORWORKS BLACKHAWK REGI | 300.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 5,215.00 | 54.27 | 0.00 | 300.00 | 4,860.73 |
| HOUSING GRANT CLEARING ACCOUNT PROG TOTAL | | | | 300.00 | |

I have examined the preceding bills and encumbrances in the total amount of **\$1,686.88**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 25 2016**

Dept Head _____

Committee Chair _____

CITIZEN GRIEVANCE RESOLUTION APPLICATION –
ROCK COUNTY COMMUNITY DEVELOPMENT

TO: GOVERNING COMMITTEE CHAIR

FROM: JOSEPH VAN RUYVEN
[NAME]

8911 CTY F Edgerton WI 53534
[PROPERTY ADDRESS]

This grievance is regarding:

(Select One) Denial of Program Assistance Subordination Request Other

I am not satisfied with the resolution rendered by a Rock County Community Development designated official and request that the following matter be forwarded to and discussed by the appropriate committee at the next public meeting: ~~_____~~, ~~_____~~

Grievance Description (Use additional paper if needed): PAYMENT IN Full of the
SECOND MTG ON ABOVE MENTIONED PROPERTY.
Several issues (legal and OTHER) RELATING
TO THE PROPERTY PROHIBIT SALE OF PROPERTY
AND I would like to explore OTHER OPTIONS

Signed: _____

Date 2-9-2016

Return to:

Rock County Planning, Economic and Community Development Agency

51 S. Main St. Janesville, WI 53545

Fax: (608) 757-5586

Email: planning@co.rock.wi.us

[Per Rock County Community Development Policies and Procedures Manual]

THE DECISION OF THE GOVERNING BODY IS FINAL

FOR OFFICE USE ONLY

Date Request Received: 2-9-16 CM

Loan ID: _____

Grievance Governing Committee: Planning & Dev.

Committee Mtg. Date: _____

Committee Decision: _____

Date Notification of Decision Letter Sent to Applicant: _____

CHANGE ORDER POLICY

While we do our best to write detailed scope of work for rehab project using HOME and CDBG funds, there is often the need for additional work. In some instance, the contractor requires an immediate response approving a change order. For example, if a roof is ripped off and replacement of the underlayment is required and immediate response is required. We have also had instances where there were problems with the well, resulting in no water for the homeowner.

As a result of some recent experiences, we are requesting a change in the policies regarding approval of change orders. Our proposed policy would read as follows:

- 1. If a routine change order is received for less than \$2,500 the program administrator may immediately approve the change order, subject to approval by Planning and Development staff. This action will be reported to the appropriate committee at their next meeting.**
- 2. If a change order is requested that impacts the health and safety of the homeowner (no heat, no water, roof repair) and the change order is less than \$5,000, the program administrator may immediately approve the change order, subject to approval by Planning and Development staff. This action will be reported to the appropriate committee at their next meeting.**
- 3. Any routine change order above \$2,500 and all change order over \$5,000 must be approved by the appropriate committee. If necessary, a special meeting will be called if the need is immediate.**

This change order policy would be incorporated into revised policies and procedures.