

**NOTE: This is a
Teleconference**



**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, JUNE 24, 2021 – 8:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 844 7002 9143
PASSCODE: 592907**

Join Zoom Meeting

<https://us02web.zoom.us/j/84470029143?pwd=azVEMHF0d2t5QW9Kd1p4ODFvaU01Zz09>

Meeting ID: 844 7002 9143

Passcode: 592907

One tap mobile

+13017158592,,84470029143#,,,,*592907# US (Washington DC)

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Wednesday, June 23, 2021. To submit a public comment use the following email: planning@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

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Agenda

PLANNING & DEVELOPMENT COMMITTEE MEETING

THURSDAY, June 24th, 2021 – 8:00 A.M.

CALL: 1-312-626-6799

MEETING ID: 844 7002 9143

PASSCODE: 592907

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held June 10, 2021 at 8:00 am
4. Citizen Participation, Communications and Announcements
5. Code Enforcement
 - A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Division:
 1. 2021 031 (Janesville Township) – Bright (Two Lot CSM)
 2. 2021 033 (Janesville Township) – Stark (Two Lot CSM)
 3. 2021 034 (Center Township) – Knudson (One Lot CSM)
 4. 2021 036 (Porter Township) – Donnelly and Dahlberg (One Lot CSM)
6. Community Development
 - A. **Possible Action Item:** Revisions to Rock County Community Development Subordination Request Policy and Procedures
7. Economic Development
8. Corporate Planning
9. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers
10. Director's Report
11. Committee Reports
12. Adjournment

Future Meeting Dates

July 8, 2021 8:00 AM

July 22, 2021 8:00 AM



Minutes

PLANNING & DEVELOPMENT COMMITTEE MEETING

THURSDAY, June 10th, 2021 – 8:00 A.M.

CALL: 1-312-626-6799

MEETING ID: 837 0059 6659

PASSCODE: 463607

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, June 10, 2021. Chair Sweeney presided. Supervisors present: Al Sweeney, Wayne Gustina, Wes Davis, Russ Podzilni, and Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Steve Godding (Planner III), Dana Sanwick (Office Coordinator), Jennifer Borlick (GIS Manager), and Michelle Schultz (Real Property Lister).

Other present: Supervisor Kathy Schulz and Todd Mandel from Wisconsin Partnership for Housing Development.

1. Call to Order
Roll Call

2. Adoption of Agenda

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

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held May 27, 2021 at 8:00 am

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

4. Citizen Participation, Communications and Announcements

5. Code Enforcement

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

1. 2021 029 (Beloit Township) – Green Valley Farms Inc (One Lot CSM)

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

1. The new smaller lot does not meet the minimum requirements of the A-1 district and will need to be rezoned. Both lots need to meet the minimum requirements of the district it is zoned, or proposed zoning.
2. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.

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

6. Community Development

- A. **Possible Action Item:** Consideration of a Community Development Policy to address the current high material cost.

Todd Mandel, Executive Director of Wisconsin Partnership for Housing Development, provided information regarding the high cost of materials and proposed a short term adjustment to the policy in order to grant money for the difference between the average cost of materials versus the high cost materials that are being experienced now. Review every 6 months to keep abreast of the material costs.

Bidding software is used to quote prices on jobs and the percentage to grant would be forwarded to Andrew Baker for review before finalizing grant and mortgage amounts.

Grant amounts will utilize the HOME program. If a client only qualifies for CDBG, the state Department of Administration (DOA) will need to give approval for a grant.

Supervisor Davis asked Todd Mandel about the Federal Home Loan Bank of Chicago's terms. Todd Mandel gave an explanation on the terms and explained that if an application is submitted next year, funds would most likely not be available until the year 2023.

Moved by Supervisor Davis to authorize Andrew Baker and staff to proceed with the loan program and review of the loan program – at the discretion of WPHD based on their bidding software and the current cost of materials, **Seconded** by Supervisor Potter **Approved** (5-0). A formal policy will be provided to the Committee for review if deemed necessary after discussions with Wisconsin DOA regarding the possible use of CDBG funds for the grants.

- B. Discussion regarding proposed modifications to Community Development policies and procedures to encourage greater use of the programs

Todd Mandel recommends changing the subordination from 80% to 100% LTV of Fair Market Value. Over 100% would go to committee for denial or approval.

Todd Mandel explained using HOME and CDBG in tandem to provide maximum flexibility for projects. Considering a new forgiveness program that targets all low-income applicants and not just those over 55, which is the Senior program that is currently offered under the HOME program.

In regard to subordination, a HELOC (Home Equity Line of Credit) should be considered as consumer debt as it is a revolving fund that homeowners can use in any way they choose. Therefore, consolidation of a HELOC into a traditional mortgage shall not be approved as part of a subordination request.

- C. Initial discussion regarding how American Rescue Plan Act Funds may be utilized for Community Development activities

Final Rule on ARPA is not due out until approximately July 15, 2021. Policy should be written that applies only to the ARPA funds as these funds are a one time only grant. Funds have not yet been distributed to the HOME Consortium to be distributed to City of

Janesville, City of Beloit, and Rock County. These funds are in addition to the funds already earmarked for Rock County as a whole.

7. Economic Development

Small Business Loan program is on hold until such time that the ARPA funding rules are finalized. The ARPA funds may change how the program is administered. This decision was previously made by the SBLF Subcommittee.

8. Corporate Planning

9. Finance

A. Information Item: Committee Review of Payments

B. **Action Item:** Transfers

10. Director's Report

Budget process is starting; user fees will be discussed as part of the budget. Staff is primarily back in office. Deputy Surveyor position vacancy has been discussed with Surveyor, but no decisions have been made yet.

11. Committee Reports

12. Adjournment at 8:44AM

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

Future Meeting Dates

June 24, 2021 8:00 AM

July 8, 2021 8:00 AM



ROCK COUNTY
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Andrew Baker – Director

SUBJECT: Preliminary Approval of Land Divisions

DATE: June 15, 2021

REGARDING MEETING DATE: June 24, 2021

Land Division Summary:

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

1. 2021 031 (Janesville Township) – Bright (Two Lot CSM)
2. 2021 033 (Janesville Township) – Stark (Two Lot CSM)*
3. 2021 034 (Center Township) – Knudson (One Lot CSM)*
4. 2021 036 (Porter Township) – Donnelly and Dahlberg (One Lot CSM)*

*Pending notification from Town that the Land Division has been approved

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

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

As a reminder, scheduling action on a land division prior to full Town preliminary approval is not consistent with the Committee's normal procedures. The normal procedure is to not have a land division on the agenda for action until the Town approves it. However, in each of the cases above, the item was on the agenda for a Town meeting prior to the date of this memo and we are simply waiting for feedback from the Town. If the response from the respective Town is that the land division was not approved, or table, we will ask the Committee to remove the item from the agenda prior to the meeting.

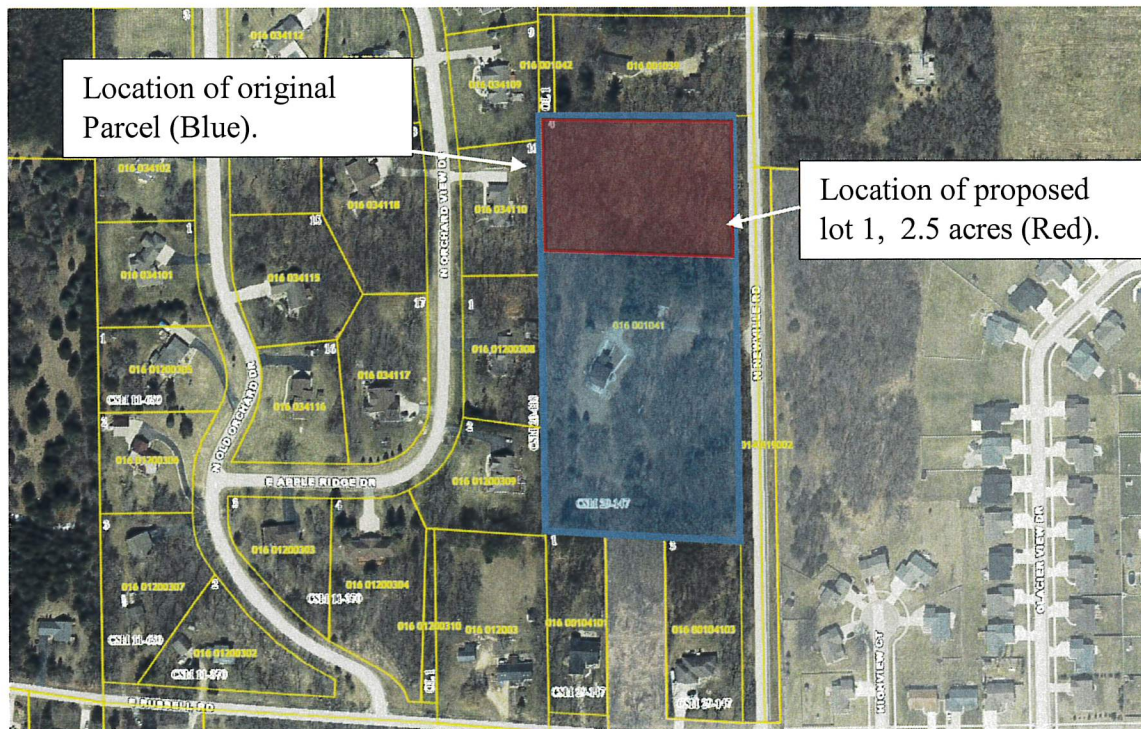
MEMORANDUM

To: Planning and Development Committee
Don Blakeney, Clerk Town of Janesville
Andrew Baker, Planning Director Rock County

From: Chris Munz-Pritchard, Senior Planner Rock County

Date: June 15, 2021

Summary of Request	
Requested Approvals:	Minor Land Division #LD 2021 031
Location:	Tax ID: 016 001041 Parcel Number: 6-8-11.5
Town:	Janesville
Zoned:	Single Family Rural Residential District (SF-RR)



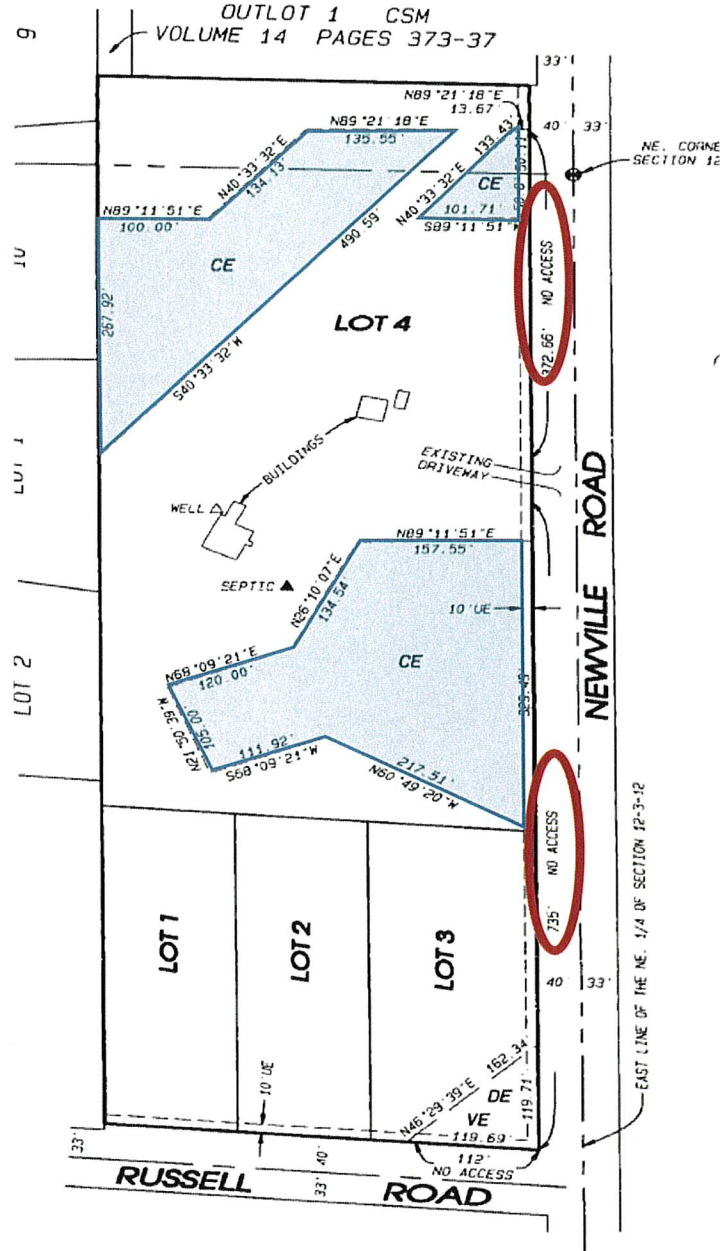
The proposed minor land division is located in the Town of Janesville. The proposed Certified Survey Map (CSM) is making two lots out of an existing 7.510 acres (+/-). The parcels will have lot 1 with 2.5 acres (+/-), and lot 2 with 5 acres (+/-).

This lot was originally 1 of 4 lots created in 2005. The cover page of the CSM shows the 5 page document being filed with the register of deeds on November 7th, 2005, in volume 29, pages 147

MEMORANDUM

LD 2021 031

- 151. The CSM shows the property as having a conservation easement located on it due to steep slopes area (12% or greater, below in blue). Also there are two *no access* areas (circled in red) that run along Newville road on this property. In addition the access and slopes, there is a 10 foot utility easement that runs along Newville Road.



Per the Town of Janesville Ordinance, 9.4 Access Control- town road Driveway access is limited to one driveway access per lot. Common driveway shall be built on the common property line and to the standards of a single driveway. All new driveways shall have a minimum site distance of 150 feet in each direction and be located minimum of six (6) feet from a common property line. There may need to be a shared driveway with the existing driveway, due to the no access along Newville Road.

Recommendation

Staff recommends preliminary approval of subdivision plat subject to the following conditions of approval:

1. There may need to be a shared driveway with the existing driveway, due to the no access along Newville Road. Per ordinance, 4) Shared Access will have a minimum width of 12 feet. Shared access will be constructed such that at least 40% of the access is located on each of the adjoining landowner's property with the remainder to be divided at the landowner's discretion. The length of the access that must remain shared shall be no less than 30 feet, after which the drive can be separated to serve the separate landowners.
2. Utility easements to be located on lots as requested by utility companies.
3. Utilities shall be installed prior to the final approval of the subdivision plat.
4. The developer shall reimburse the Town of Janesville for the installation of the necessary road signs as included and approved in the road construction plans.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.



MEMORANDUM

LD 2021 031

4.112 Preliminary Land Division Requirements	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	The zoning is not shown of this document.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	This meets the minimum requirements.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	This is missing the "no access" easement located along Newville road.
The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	This meets the minimum requirements.
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	

MEMORANDUM

LD 2021031

The requirements that apply to this district for a zoning permit are as follows:

Minimum Residential Building Width -----	24 ft.
Maximum Building Height -----	35 ft.
Minimum Front Setback -----	50 ft.
Minimum Rear Yard Setback -----	50 ft.
Accessory Buildings Setback -----	8 ft.
Minimum Lot Width -----	100 ft.
Minimum Lot Frontage on Cul-de-sac -----	50 ft.
Minimum Lot Area -----	40,000 sq. ft. (.918 acres)
Minimum Side Yard Setback -----	15 ft.
Minimum Floor Area -----	1000 sq. ft.
Off-Street Parking, Residential -----	2 spaces per family.
All front yard setbacks are to also refer to Section 9.1 of this Ordinance for setbacks on Federal, State and County roads.	
Minimum Lot Frontage on a Public Road -----	100 ft.
Maximum building height for a garage and/or an accessory building -----	18 ft.



AGENCY USE ONLY

Application Number: LD 2021 031

Received By - Date
(MM/DD/YYYY): 5/20/2021

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	JOHN M BRIGHT & LINDA L BRIGHT			Telephone:	608-774-9220	
Address:	4915 N. NEWVILLE RD	City:	MILTON	State:	WI	Zip: 53563
b. Name:				Telephone:		
Address:		City:		State:		Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS & ASSOCIATES, INC			Telephone:	608-752-0575	
Address:	109 W. MILWAUKEE ST	City:	JANESVILLE	State:	WI	Zip: 53548
b. Developer name:				Telephone:		
Address:		City:		State:		Zip:

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line
CREATE A 5 ACRE PARCEL WITH HOUSE

10. Land division area location:	Town of JANESVILLE	NE 1/4 of NE 1/4
	Section 12	Tax parcel number(s) - 6-8-11.5

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 JANESVILLE
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): 7.510
14. Land division area (Square feet or acres): 5.0 ACRES
15. Current zoning of land division area: SFRR
16. Number of new/additional lots created by land division: 2
17. Future zoning of new/additional lot(s) created by land division: SFRR
18. Future zoning of parent lot: SFRR
19. Covenants or restrictions will be placed on the land division area: Yes No
If Yes, identify covenants or restrictions:
20. A residential building is currently located in the land division area: Yes No
If Yes, the building utilizes a: Private onsite wastewater treatment system Public sanitary sewer system
21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy):
22. Public improvement construction will begin on (mm/dd/yyyy):

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE: <u><i>Ruth J. [Signature]</i></u>	DATE: <u>5/28/2021</u>
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APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(14) Detention or retention areas:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(15) Cemeteries:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(16) Bridges/culverts:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(17) Rock outcroppings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

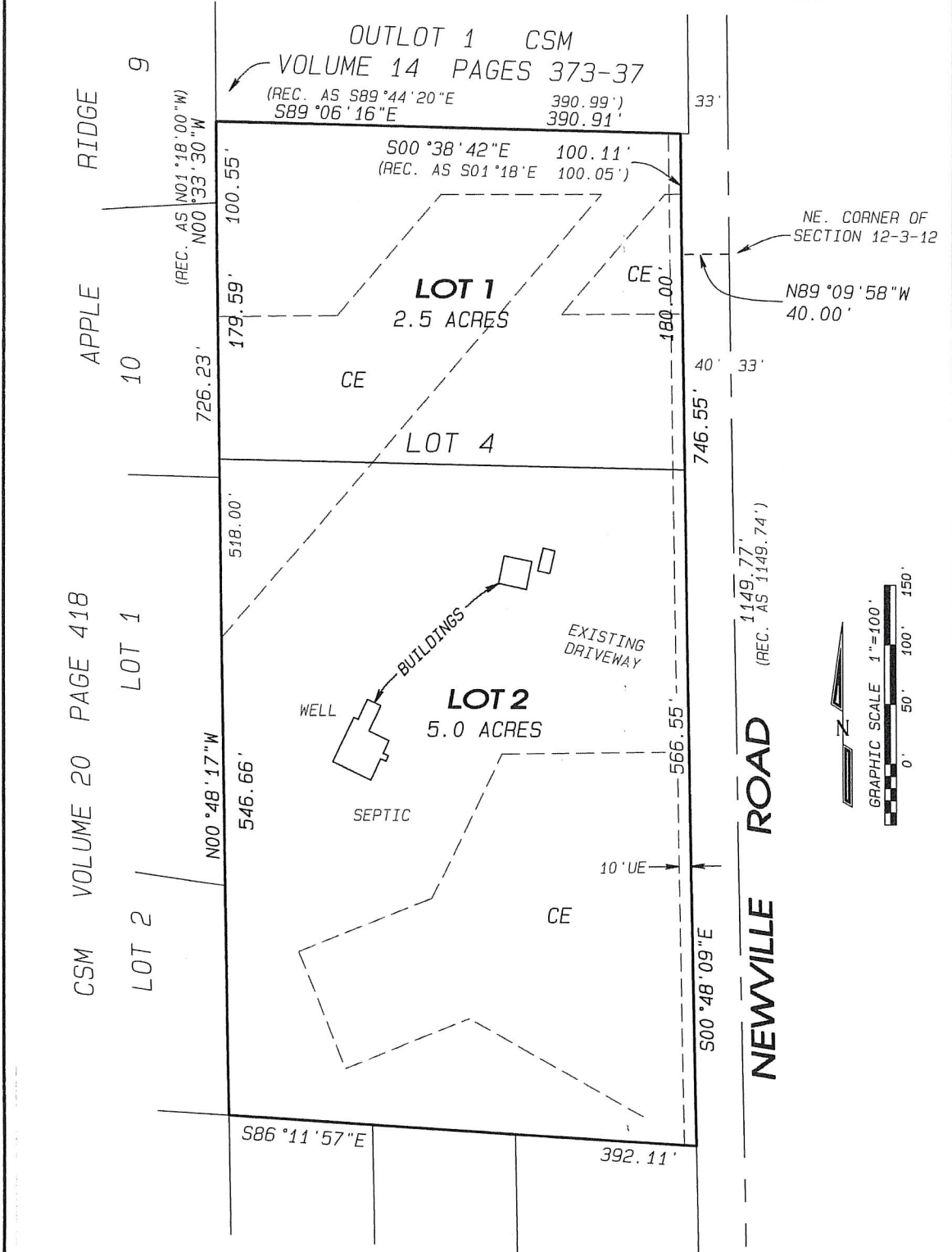
PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM,
A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

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

LD2021 031

PRELIMINARY CERTIFIED SURVEY MAP

LOT 4 OF A CERTIFIED SURVEY MAP AS RECORDED IN VOLUME 29, PAGES 147 THRU 151 IN CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN AS DOCUMENT NO. 1730430, AND LOCATED IN THE SE. 1/4 OF THE SE. 1/4 OF SECTION 1 AND THE NE. 1/4 OF THE NE. 1/4 OF SECTION 12, T.3N., R. 12E., OF THE 4TH P.M., JANESVILLE TOWNSHIP, ROCK COUNTY, WISCONSIN.



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

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 120- For:



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

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

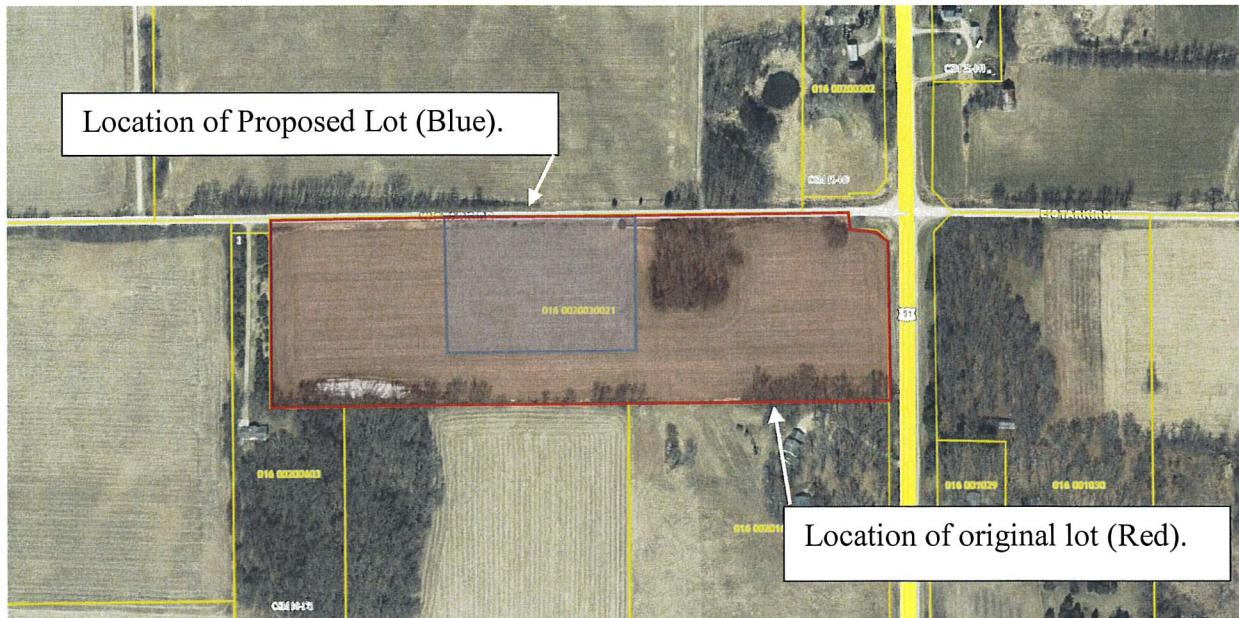
MEMORANDUM

To: Planning and Development Committee
Don Blakeney, Clerk Town of Janesville
Andrew Baker, Planning Director Rock County

From: Chris Munz-Pritchard, Senior Planner Rock County

Date: June 15, 2021

Summary of Request	
Requested Approvals:	Minor Land Division #LD 2021 033
Location:	Tax ID: 016 0020030021 Parcel Number: 6-8-14B.1
Town:	Janesville
Zoned:	General Agricultural District Two (A-2)
Future Land Use:	Agriculture



The proposed minor land division is located in the Town of Janesville. The proposed Certified Survey Map (CSM) is making two lots out of an existing 18.630 acres (+/-). The new lot will have 3.81 acres (+/-), and the original parcel will be left with 13.57 acres (+/-).

MEMORANDUM

LD 2021 033



The property is currently zoned A-2. After reviewing the site, there is a building located in the 3.81 acres (+/-) being sectioned off, there is no zoning permit on file, however a driveway permit was issued on 8-3-2020. It appears there are now two “access points” on this lot, one for the field and the second for the structure. There is no rural addresses number assigned to this building. The building and access points are not shown on the CSM.

This building is the principal structure (no other structures on the lot), Per A-2 district 4.3(3) O: *Barn as a principal structure. A barn as a principal structure for agricultural use require a conditional use permit.* This building when built should have required a Conditional Use Permit (CUP).

The minimal lot size in the A-2 district is 10 acres. The new lot is only 3.81 acres (+/-) and does not meet the minimum requirements of this district. The Town will need to re-zone this lot to meet the minimum sizes requirements. The new lot needs to meet all the minimum requirements of the new district, including but not limited to setbacks and impervious surface regulations.

Recommendation

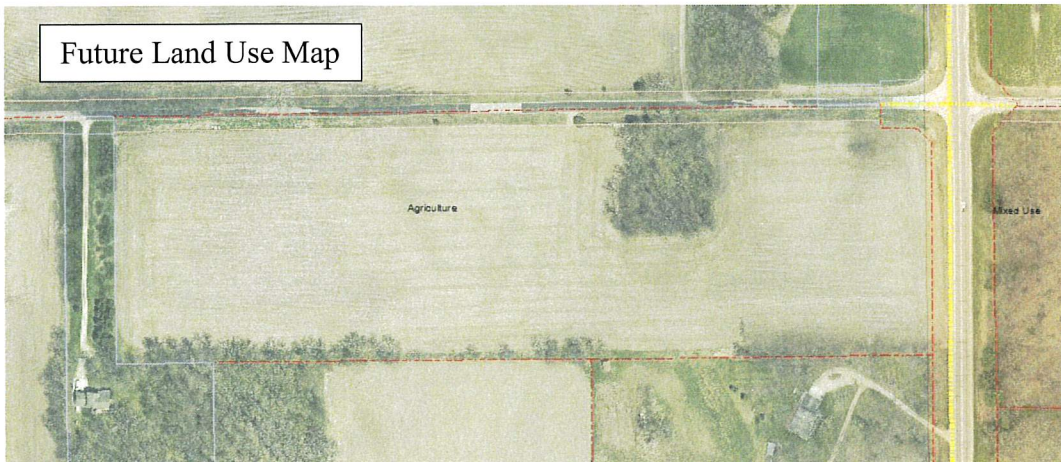
Staff recommends preliminary approval subject to the following conditions of approval:

1. There is a structure located on the lot that is not shown on the CSM. This should be included in the CSM. At this time it is unclear if the new lot lines will keep the structure in the “building envelope”. No final approval should be granted until the structure minimum setback are shown.
2. Per the Town ordinance, a CUP should have been required. The new lot should not violate any of the conditions of the CUP.
3. The new lot does not meet the minimum requirements of the A-2 district and should be re-zoned.
4. For emergency purpose there should be a 911 address (rural address) located on the existing building.
5. Dedicate a thirty-three foot half road right-of-way along Stark Rd at the discretion of the Town.
6. Utility easements to be located on lots as requested by utility companies.
7. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.

MEMORANDUM

LD 2021 033

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



MEMORANDUM

LD 2021033

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Does not meet the minimum requirements. There is currently a building located on this property and it is unclear if it will meet minimum setbacks.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	Meets minimum requirements.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	It is unclear if there is a POWTS or well on this property. Also there is a "woodland" area on this property that is not shown in the CSM.
The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	Meets Minimum requirements.
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	



AGENCY USE ONLY

Application Number: LD 2021 033

Received By - Date
(MM/DD/YYYY): 05/24/2021

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	JEFFREY C STARK & CARRIE ANN STARK			Telephone:	608-862-5262		
Address:	4148 EASTRIDGE DR.	City:	JANESVILLE	State:	WI	Zip:	53546
b. Name:				Telephone:			
Address:		City:		State:		Zip:	

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS & ASSOCIATES, INC			Telephone:	608-752-0575		
Address:	109 W. MILWAUKEE ST	City:	JANESVILLE	State:	WI	Zip:	53548
b. Developer name:				Telephone:			
Address:		City:		State:		Zip:	

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line
CREATE A 5.0 ACRES PARCEL TO BUILD

10. Land division area location:	Town of JANESVILLE	NW 1/4 of SE 1/4
	Section 2	Tax parcel number(s) - 6-8-14B.1

11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village: Yes No
If Yes, identify: City(s)/Village of JANESVILLE
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): 18.630 ACRES
14. Land division area (Square feet or acres): 3.81 ACRES
15. Current zoning of land division area: A-2
16. Number of new/additional lots created by land division: 2
17. Future zoning of new/additional lot(s) created by land division: A-3
18. Future zoning of parent lot: A-2
19. Covenants or restrictions will be placed on the land division area: Yes No
If Yes, identify covenants or restrictions:
20. A residential building is currently located in the land division area: Yes No
If Yes, the building utilizes a: Private onsite wastewater treatment system Public sanitary sewer system
21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy):
22. Public improvement construction will begin on (mm/dd/yyyy):

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *By M. Stark* DATE: 5-18-21

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(14) Detention or retention areas:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(15) Cemeteries:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(16) Bridges/culverts:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(17) Rock outcroppings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

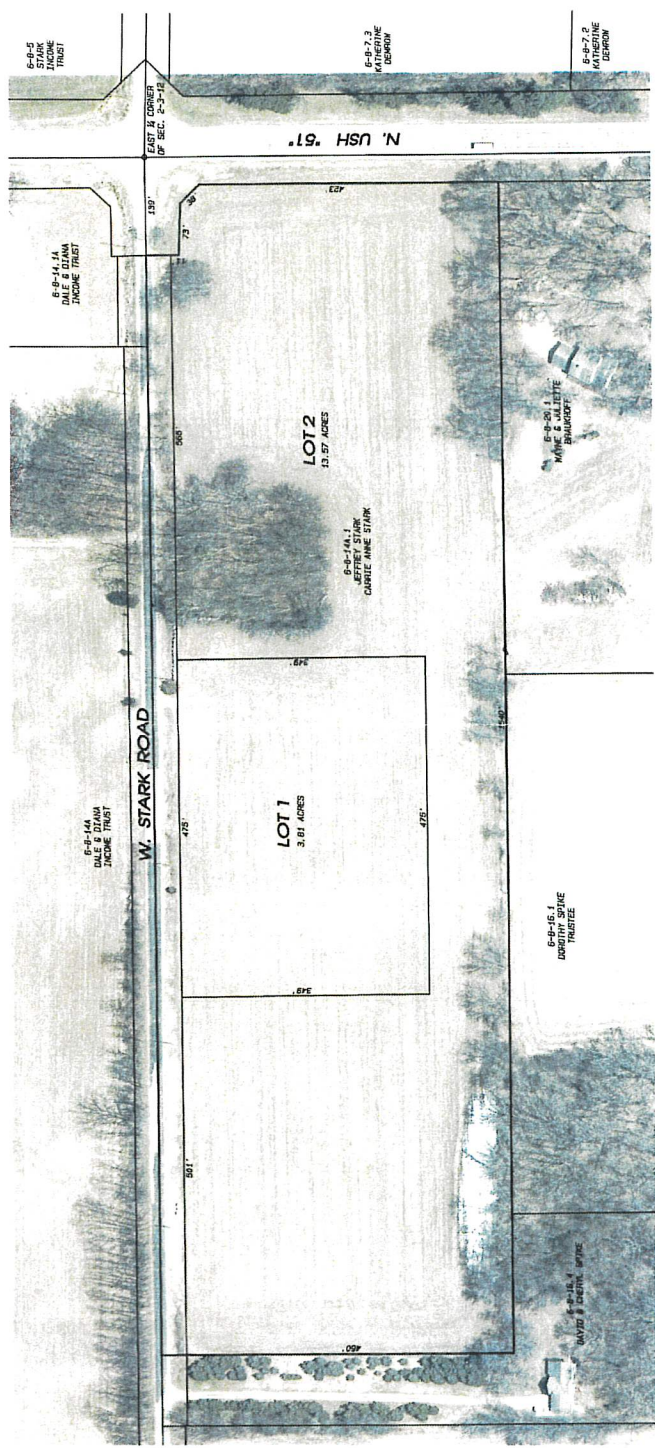
PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM,
A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

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

LD 2021 033

PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE NE 1/4, AND PART OF THE SE 1/4, OF SECTION 2, T.3N., R.12E.,
OF THE 4TH P.M., JANEVILLE TOWNSHIP, ROCK COUNTY, WISCONSIN.



NOTES:
FIELD WORK COMPLETED _____
THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS
AND AGREEMENTS, RECORDED AND UNRECORDED,
THE BASIS OF BEARINGS IS ASSURED.

Combs & Associates
 281 N. WISCONSIN ST.
 JANEVILLE, WI 53446
 www.combsurvey.com

• LAND SURVEYING
 • LAND PLANNING
 • CIVIL ENGINEERING

DATE: 05/05/21
 PROJECT: RMC
 PROJECT NO.: 121-196
 CLIENT: STARK

MEMORANDUM

leR

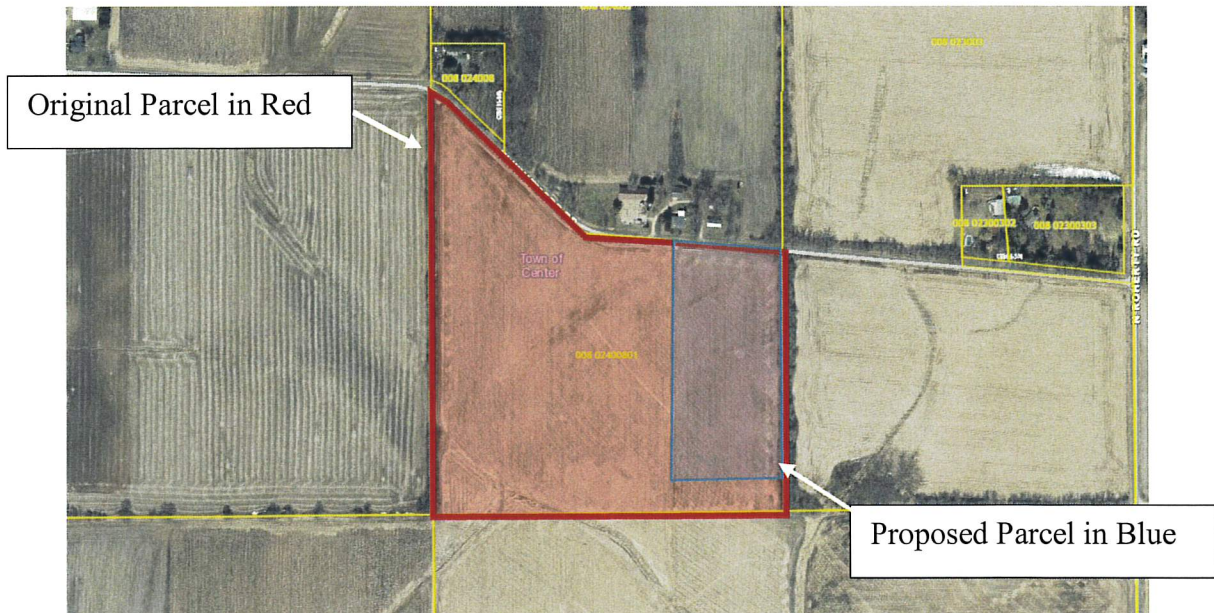
To: Planning and Development Committee
 Andrew Baker, Planning Director Rock County
 Devona Uduluth – Clerk – Town of Center

From: Chris Munz-Pritchard, Senior Planner Rock County

Date: Tuesday, June 15, 2021

Summary of Request	
Requested Approvals:	Minor Land Division, CSM LD 2021 034
Location:	Tax ID: 008 02400801 Parcel Number: 6-4-118.2
Town:	Center
Current Zoned:	Agricultural District (A-1)
Future Land Use	Agriculture, Woodlands and Scattered Residential

The proposed minor land division is located in the Town of Center. The proposed Certified Survey Map (CSM) is making two lots out of an existing 36.120 acres (+/-). The new lot will have 5.96 acres (+/-), and the original parcel will be left with 30.16 acres (+/-).



This lot is currently zoned A-1, the minimum acres is 35 acres for this district. The two new lots will need to be rezoned. Recommended the larger lot to A-2 34.99 to 10 acres and the smaller lot to A-3, 3 to 9.99 acres. The A-3 lots are not farmland certified.

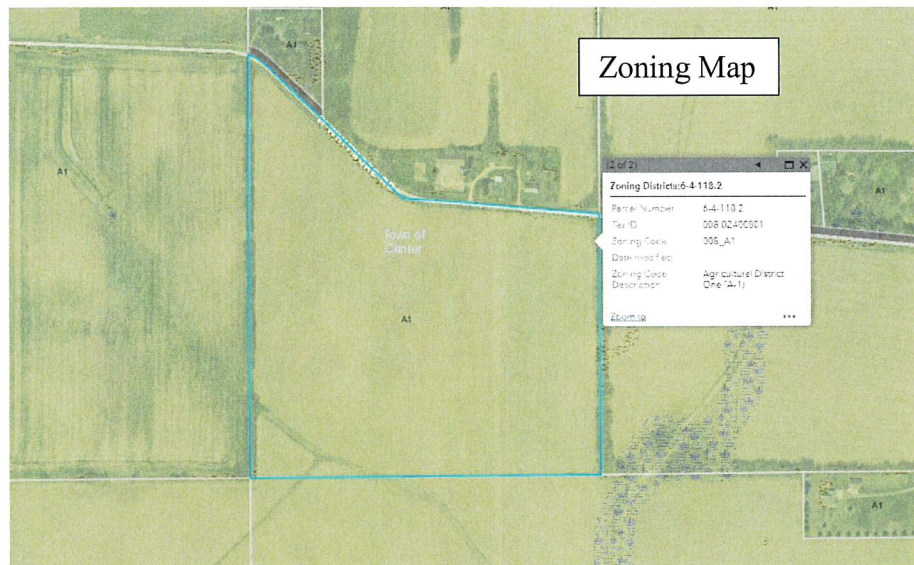
MEMORANDUM

LD 2021034

Recommendation

Staff recommends preliminary approval subject to the following conditions of approval:

1. Per Section 4- 4.5 of the town of Centers zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended A-2 34.99 to 10 acres & A-3, 3 to 9.99 acres.
2. Dedicate a thirty-three foot half road right-of-way along Whitmore Rd at the discretion of the Town.
3. Utility easements to be located on lots as requested by utility companies.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.



MEMORANDUM

L7 2021 034

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Yes.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	Yes.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	Yes.
The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	Yes
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	



AGENCY USE ONLY

Application Number: LD-2021-034

Received By - Date
(MM/DD/YYYY): 05/26/21

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	SUSAN J KNUDSON			Telephone:			
Address:	9420 W COUNTY ROAD A	City:	EVANSVILLE	State:	WI	Zip:	53536-
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.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line

10. Land division area location:

Town of	CENTER	SW 1/4 of	SE 1/4
Section	15	Tax parcel number(s) -	6-4-118.2

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): 113 ACRES	14. Land division area (Square feet or acres): 5.2	15. Current zoning of land division area: A-3
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: A-1	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 land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *Susan J Knudson* DATE: 4/27/2021

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(7) Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input 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"/>	

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 SE 1/4 OF SECTION 15, T.3N., E.11E. OF THE 4TH P.M., TOWN OF CENTER, ROCK COUNTY, WISCONSIN.

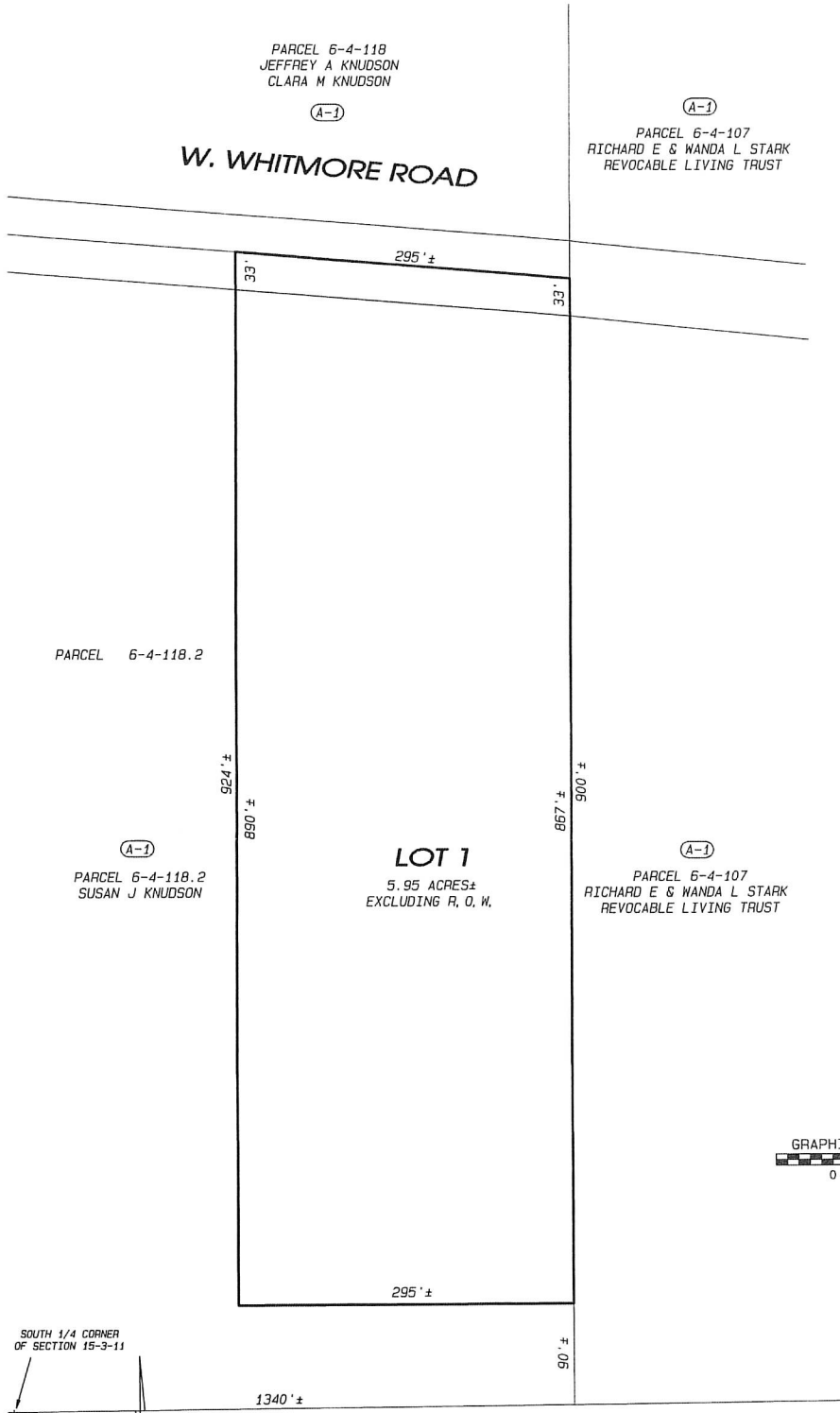
LD 2021 034

PARCEL 6-4-118
JEFFREY A KNUDSON
CLARA M KNUDSON

(A-1)

(A-1)
PARCEL 6-4-107
RICHARD E & WANDA L STARK
REVOCABLE LIVING TRUST

W. WHITMORE ROAD



PARCEL 6-4-118.2

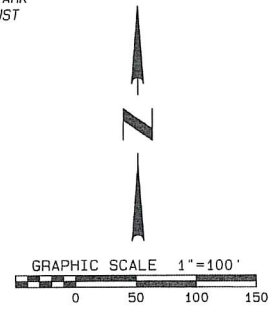
(A-1)
PARCEL 6-4-118.2
SUSAN J KNUDSON

LOT 1
5.95 ACRES±
EXCLUDING R. O. M.

(A-1)
PARCEL 6-4-107
RICHARD E & WANDA L STARK
REVOCABLE LIVING TRUST

(A-1)
PARCEL 6-4-172
SUSAN J KNUDSON

SOUTH 1/4 CORNER
OF SECTION 15-3-11



NOTES:

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

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 121 - 017 For: WIELOCH

DATE: JANUARY 18, 2021

Combs
& ASSOCIATES

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

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

MEMORANDUM

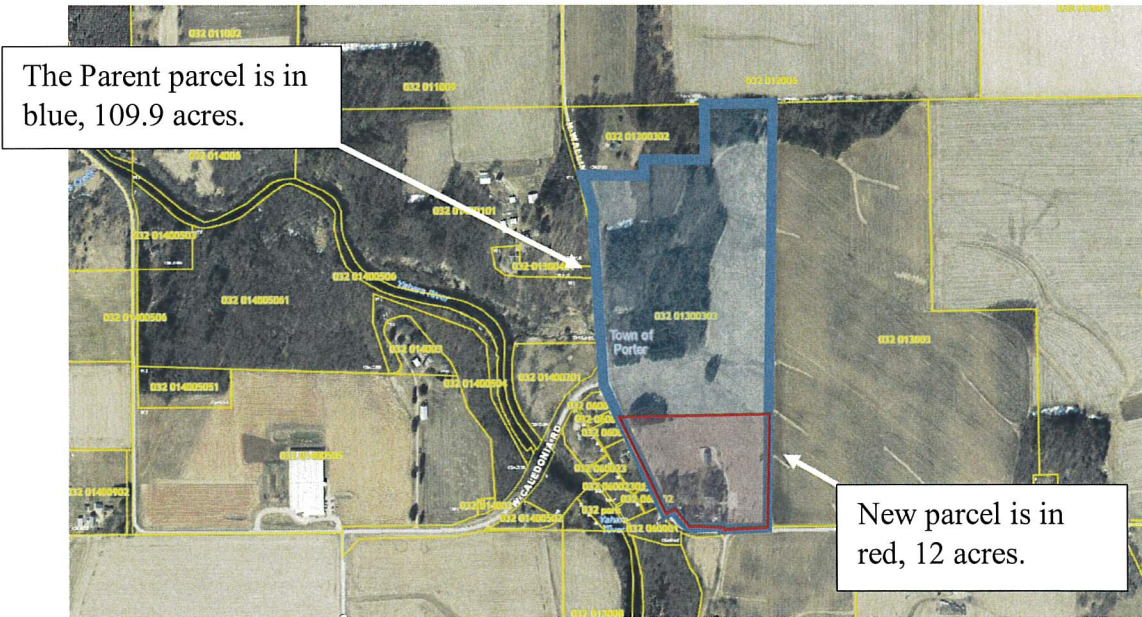
To: Brian Donnelly & Ethan Dahlberg, Applicants
 Kelly Raymond, Porter, Town Clerk
 Andrew Baker, Planning Director, Rock County

From: Chris Munz-Pritchard, Senior Planner

Date: June 15, 2021

Summary of Request	
Requested Approvals:	Minor Land Division (LD2021 036)
Location:	Tax ID: 032 01300303 Parcel Number: 6-16-110.3
Town:	Porter
Zoned:	Agricultural - Exclusive (A-E)
Future Land Use	Agriculture, Woodlands and Scattered Residential

The proposed minor land division is located in the Town of Porter. The proposed Certified Survey Map (CSM) is making two lots out of an existing 55.490 acres (+/-). The new lot will have 12 acres (+/-), and the original parcel will be left with 43.49 acres (+/-).



The CSM meets the minimum requirements for a minor land division per Rock County ordinance. After reviewing the Survey, staff makes the following recommendations:

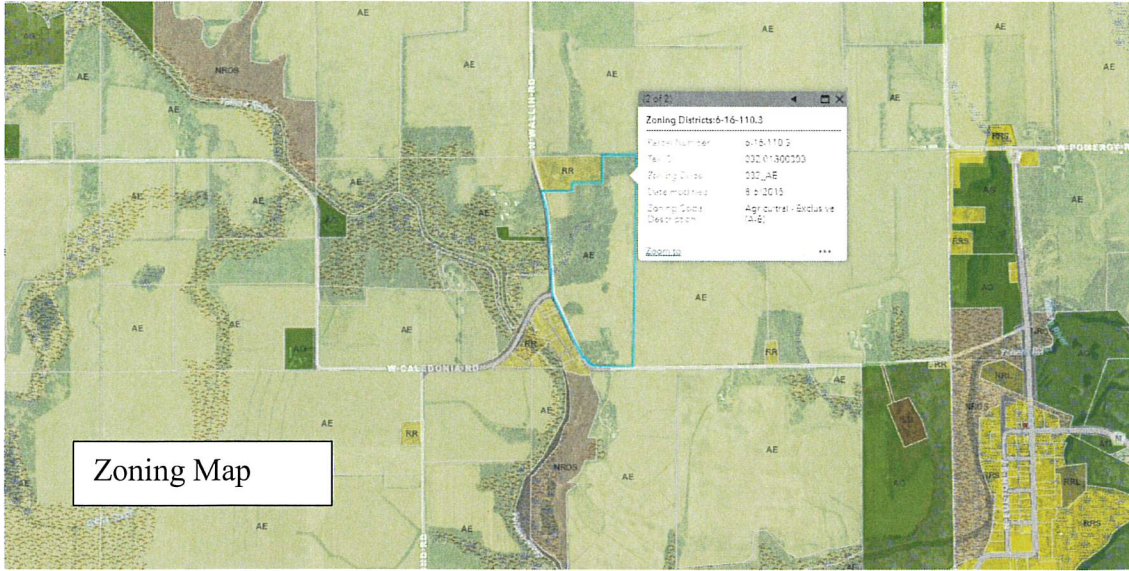
- Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).

MEMORANDUM

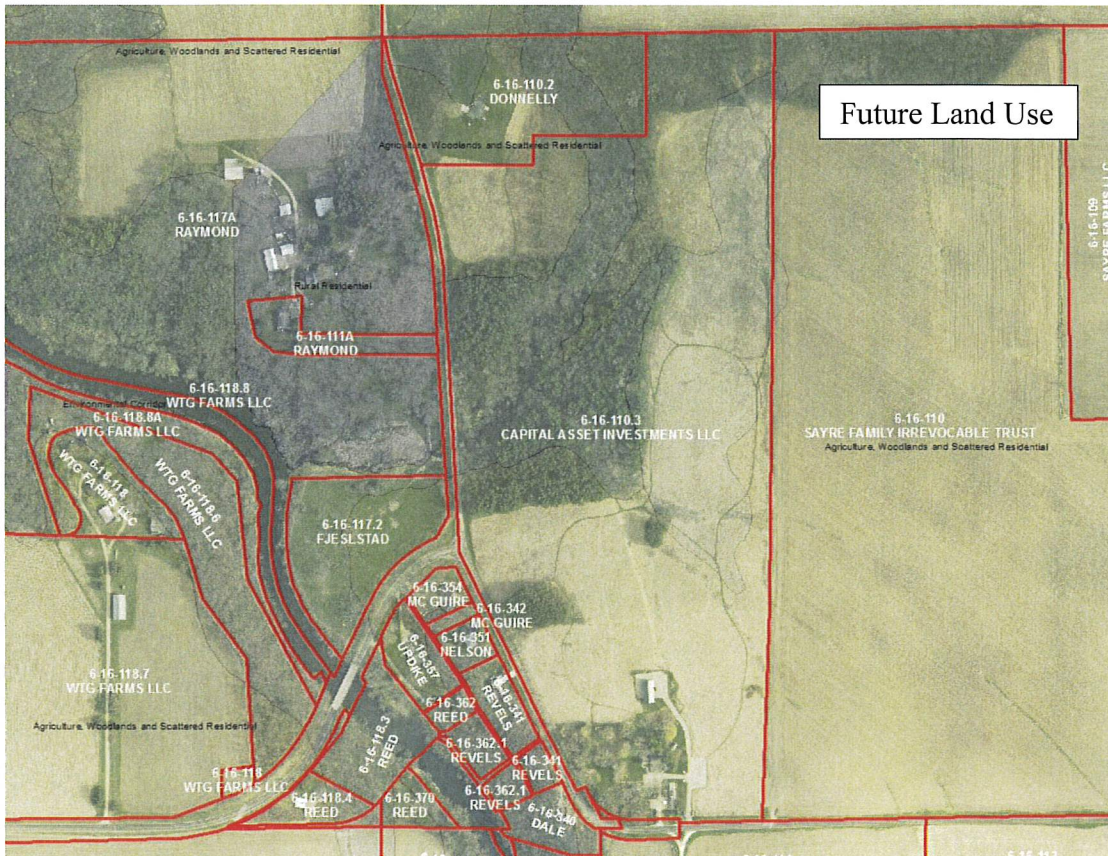
LD 2021 036

2. The zoning is A-E. The approval is conditioned on the Town of Porter approving the division as per the Zoning Ordinance and Base Farm Track requirements.
3. Dedicate a thirty-three foot half road right-of-way along adjacent roads at the discretion of the Town.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4.112 Preliminary Land Division	
The location of the land division by section, township, and range, approximate location and dimension of all property lines on and adjacent to the land division, to include ownership, and existing and proposed County, Town, and City/Village (if applicable) zoning designations on the land division;	Yes The preliminary CSM is showing the required information.
The approximate location and dimension of all existing and/or proposed lots, outlots, units, and blocks numbered for reference, and indication of lot, outlot, unit, or block use if other than single-family residential, on the land division;	Yes.
The approximate location, dimension (if applicable), and name (if applicable) of all existing and/or proposed buildings, accessory buildings, streets, alleys, public ways, rail lines, private water wells or public water supply systems, POWTS or public sanitary sewer systems, any other utilities, easements, vegetative land cover types, ESA, cultural resources, productive agricultural soils, woodlands, surface water features, drainageways, detention or retention areas, cemeteries, bridges/culverts, and rock outcroppings on the land division, and any other information required by the Administrator;	The survey is missing, POWTS, driveway, and well location. It also looks like there "maybe" some woodland / ESA located on this property.
The approximate location, dimension, and name (if applicable) of all proposed dedicated public parks or outdoor recreation lands, or other public or private dedication or reservation, with designation of the purpose thereof and any conditions of the dedication or reservation, as well as the location of proposed utility, drainageway, and pedestrian way easements, on the land division;	N/A
A preliminary concept for connection with an existing public sanitary sewer and water supply system or an alternative means of providing treatment and disposal of sewage and water supply, on the land division;	N/A
A preliminary concept for collecting and discharging stormwater on the land division;	N/A
Topography with two (2) foot contour interval on the land division (Subdivision Plats only)	N/A
A scale, north arrow, and date of creation;	Yes
Any other information as required in accordance with Sec. 236.34 and 236.11, Wisconsin Statutes	



Zoning Map



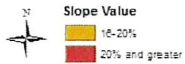
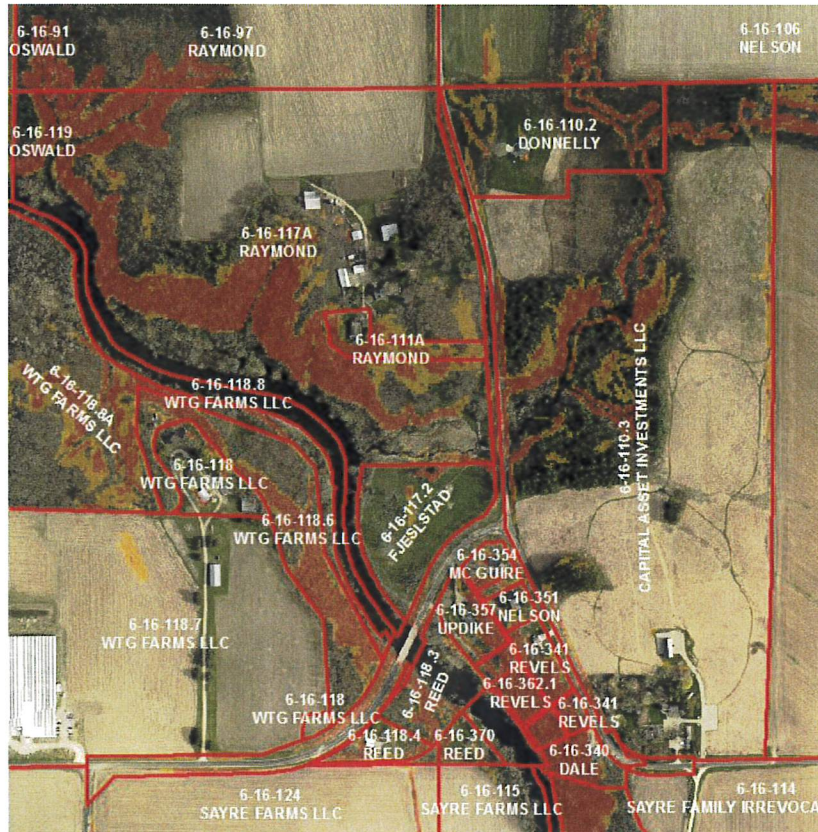
Future Land Use

MEMORANDUM

LD2021 034



2010 Topography
2020 Air Photo



2010 Topography
2020 Air Photo



AGENCY USE ONLY

Application Number: LD 2021 034

Received By - Date
(MM/DD/YYYY): _____

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	Brian Donnelly			Telephone:	608-201-9406		
Address:	9944 N Wallin Rd	City:	Edgerton	State:	WI	Zip:	53534
b. Name:	Ethan & Tara Dahlberg			Telephone:	608-751-9635		
Address:	218 S Main St, Apt #204	City:	Cottage Grove	State:	WI	Zip:	53521

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:				Telephone:			
Address:		City:		State:		Zip:	
b. Developer name:				Telephone:			
Address:		City:		State:		Zip:	

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line

We are requesting a re-zone and land division into two parcels. All of the buildings will be on the 12-acre parcel. See attached documents.

10. Land division area location:	Town of Porter	W <u>1/4</u> of NW 1/4
	Section 13	Tax parcel number(s) - 6-16-110.3

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): 56-Acres	14. Land division area (Square feet or acres): 12-Acres	15. Current zoning of land division area: AE
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16. Number of new/additional lots created by land division: One	17. Future zoning of new/additional lot(s) created by land division: AG	18. Future zoning of parent lot: AE
---	---	-------------------------------------

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

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

21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy): N/A	22. Public improvement construction will begin on (mm/dd/yyyy): N/A
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APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief.

LANDOWNER/PRIMARY CONTACT SIGNATURE:	DATE: <u>6/1/21</u>
--------------------------------------	---------------------

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(11) Productive agricultural soils, cultural resources, and woodlands:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(14) Detention or retention areas:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(15) Cemeteries:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(16) Bridges/culverts:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(17) Rock outcroppings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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

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

PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE NW ¼ OF SECTION 13, T.4N., R.11E., OF THE 4TH P.M., PORTER TOWNSHIP, ROCK COUNTY, WISCONSIN.

6-16-354
MARTY
MCGUIRE

6-16-342
MARTY
MCGUIRE

6-16-351
RONALD &
DIANA NELSON

6-16-344
ROLLAND &
LINDA REVELS

6-16-344
ROLLAND &
LINDA REVELS

6-16-110.3
CAPITAL ASSET
INVESTMENTS LLC

950' ±

12 ACRES ±

678' ±

6-16-110
SAYRE FAMILY
IRR TRUST

672' ±

184' ±

435' ±

W. CALEDONIA RD

6-16-340
DENIS & MICHELE DALE

6-16-114
SAYRE FAMILY IRR TRUST

NOTES:

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 121 - 337

FOR DONNELLY



GRAPHIC SCALE 1" = 100'
0 50 100 150'



109 N. Milwaukee St.
Janesville, WI 53548
Tel: 608 752-0575
Fax: 608 752-0534
WWW.COMBSURVEY.COM

L172021
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Rock County Policies and Procedures

* SECTION II: POLICIES AND PROCEDURES FOR HOMEOWNER REHAB PROGRAM B. Program Administration

Loan Servicing: Subordination

Homeowners who want to refinance an existing loan during the period of affordability must submit in writing the following information to Rock County staff:

- The reason for the subordination request;
- The names, address, and contact person(s) at the cooperating financial institution;
- The new mortgage amount that would take precedence over the Grantee's mortgage;
- Copies of estimates for any rehab/construction work being completed; and
- The non-refundable fee of \$100.00 to cover staff costs associated with the loan subordination.

Rock County will, on a case-by-case basis, consider subordination requests for owners wishing to refinance their loans. Staff may approve requests when an owner wishes to:

- Refinance an existing mortgage to obtain a reduced interest rate;
- Refinance an existing mortgage to obtain a comparable interest rate and extended payment terms so long as the loan to value ratio of the resulting first and second mortgages does not exceed ~~80~~100 percent; and
- Refinance an existing mortgage as necessary to halt foreclosure proceedings by a bank or to halt tax deed proceedings by the county.

Staff will submit a request to the Housing Authority (HOME loans) or the Planning and Development Committee (CDBG loans) in the case where:

- The owner wished to refinance an existing mortgage to obtain comparable interest rate and extended payment terms if the loan to value ratio including the first and second mortgages, exceeds ~~80~~100 percent.

Typically, the Rock County will NOT consider requests for subordinations for ANY of the following:

- Any new loan that would increase the amount of debt mortgaged against the property (unless the additional amount will be used to rehabilitate the property).
- For consolidation of consumer debt, such as credit cards, automobiles or other "cash to homeowner" transactions, or for any home equity loans other than for the sole purpose of rehabilitating one's primary residence.
- For any other type of subordination that will put the Grantee's security interest in jeopardy, unless required to halt foreclosure or tax deed proceedings.
- For any subordination where the interest rate on the new loan is 2 percent above the average local lending rate for similar type loans.

* From the Rock County Policies and Procedures – HOME, CDBG, and Lead Hazard Control Grant document