



PLANNING & DEVELOPMENT COMMITTEE MEETING  
THURSDAY, APRIL 13, 2017 – 8:00 A.M.  
COURTHOUSE CONFERENCE CENTER - (2<sup>nd</sup> FL – EAST WING)  
ROCK COUNTY COURT HOUSE  
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday February 23, 2017
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
  - A. **Action Item:** Public Hearing – Amending the Janesville Area Point Source Water Quality Management Plan
  - B. **Action Item:** Review and Approval of Amendment to the Janesville Area Point Source Water Quality Management Plan
  - C. **Action Item:** Appeal of Denial to Issue a Building Site Permit under a Memorandum of Agreement with the Town of Fulton – Adam Hebb
  - D. **Action Item:** Request for Refund of Board of Adjustment Application Fee – John & Jennifer Bailey
  - E. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Divisions:
    - 2017 007 (Beloit Township) – Town of Beloit
    - 2017 008 (Fulton Township) – Farrington
    - 2017 009 (Porter Township) – RPF Trust
6. Finance
  - A. Information Item: Committee Review of Payments

- B. Information Item: Committee Review of 2016 4<sup>th</sup> Quarter Budget-to-Actual Report
  - C. **Action Item:** Transfers
7. Community Development
- A. Action Item – Appeal of Denial of a Subordination Request – Joshua Byrne
  - B. Action Item - Change Order: Loan ID 020204D1 = +1,195
  - C. Action Item - Change Order: Loan ID 020196D1 = +2,800
  - D. Information Item - Change Order: Loan ID 020206D1 = +870
8. Committee Reports
9. Directors Report
- A. City of Janesville Landfill Expansion
  - B. Affirmatively Furthering Fair Housing Plan
  - C. Semi-Annual Report – Attendance at Convention/Conferences exceeding a cost of \$1,000 per event, per employee.
  - D. Administrative Quarterly Report
10. Adjournment

**Future Meetings/Work Sessions**

April 27, 2017 (8:00 am)  
May 11, 2017 (8:00 am)  
May 25, 2017 (8:00 am)  
June 8, 2017 (8:00 am)  
June 22, 2017 (8:00 am)



March 29, 2017

### LEGAL NOTICE

Notice is hereby given that the Rock County Planning & Development Committee will hold a Public Hearing for an Amendment to the Janesville Area Point Source Water Quality Management Plan. The Planning & Development Committee will review and make a recommendation to the Rock County Board for adoption as an Element of the Rock County Comprehensive Plan.

The Public Hearing will take place in the Courthouse Conference Center, second floor, east wing of the Rock County Courthouse, 51 S. Main Street, Janesville, WI at 8:00 AM on Thursday, April 13, 2017.

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

Colin Byrnes  
Director of Planning, Economic & Community Development

***Technical Advisory Committee Approved & Recommended***  
**Janesville Area 208 Water Quality Plan**  
**Sewer Service Area Policy**

***Private Onsite Wastewater Treatment Systems (POWTS) within the SSA***

When properly operating, a POWTS safely treats wastewater by storing sludge and solids in a treatment tank and discharging wastewater to a dispersal component. A POWTS may be installed for new structures as well as a replacement system for an existing structure.

A failing system is identified as:

- Discharging sewage to surface water, groundwater, drain tiles, bedrock or zones of seasonally saturated soils.
- Discharging sewage to the surface of the ground.
- Causing the backup of sewage into the structure served.

If a POWTS failure occurs at an existing structure or if a sanitary permit application for a new structure is requested within the SSA, the property will be required to connect to a Wastewater Treatment Facility (WWTF) if the property meets one of the following criteria:

1. If sanitary sewer immediately abuts the lot or parcel of land and said lot or parcel is 2.0 acres or less in size.
2. The property is located within reasonable distance to a public sewer.
  - a. A reasonable distance for the purposes of this section shall be 400 feet or less in the case of single or two-family residential properties that are 1.5 acres or less in size and 1,000 feet or less in the case of multi-family residential (housing with three or more units) and nonresidential properties.
  - b. The public sewer will follow a dedicated road Right-of-Way or established sanitary sewer easement.
  - c. The sewer infrastructure will be available for connection within a reasonable time period.
    - i. Reasonable time period for the purposes of this section shall be considered within six months of the initial availability inquiry.
    - ii. The six month time period may be extended if reasonable extenuating circumstances will delay the availability.
    - iii. Additional time may be allowed if acquisition of Right-of-Way and or an easement is needed.

If the property does not meet either of the two criteria, a letter from the SSA District plant operating municipality will need to be provided within 30 days of request to the Rock County Public Health Department stating that the property may be issued a Sanitary Permit.



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

**INTEROFFICE MEMORANDUM**

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

**FROM:** Planning & Development Agency Staff

**SUBJECT:** Request for Approval of Zoning Site Permit  
Outlot 1, Tococho Timbers Subdivision, Fulton Township

**MEETING DATE:** April 13, 2017

**Summary:**

The Tococho Timbers Subdivision Plat was recorded in 1976, consisting of twenty seven lots, one outlot and public roads. A copy of the Plat layout is included in the agenda packet for reference. Outlot 1 of the subdivision, which is approximately seven acres in size, was designated “to be used as a private park” on the face of the plat. There appears to be at least two reasons for this designation by the developer.

First, much of the Outlot area is prone to seasonal flooding since it consists of kettle/depressional topography and receives approximately fifty acres of runoff, including runoff directed to the area as part of the development of the land. The area that drains to this Outlot is recognized in the “drainage study” completed for the subdivision, though physically construction of a storm water pond or other facility was not completed because the land was not being developed.

Secondly, at the time, there was a requirement in the County’s Land Division Regulations that five percent of the land division area shall be designated for parks and open space uses. In the review process, the Town of Fulton and the County each decided to not accept the land as a public park, so the developer designated the area as a private park. As per the subdivision covenants, the land was to be eventually transferred to a homeowners association. For reasons unknown to P&D Staff, that never occurred and the land remained owned by the developer or extended family until December 2016 when it was sold to Adam Hebb. Based on review of air photos, it appears that a majority of the Outlot has been used for crop production since it was platted.

Mr. Hebb has now begun the process to obtain the necessary approvals from various entities to build a residence and outbuilding(s) on the Outlot. P&D Staff has relayed the limitations of building on the property, from both the physical/environmental standpoint, as noted above, and the fact that it is an

Outlot. The Town of Fulton Zoning Ordinance and the County's Land Division and Development Ordinance each define an Outlot as, to paraphrase, not buildable.

Considering the P&D Agency issues site permits for the Town via an MOA, Staff requested that the Fulton Planning and Zoning Committee and Town Board discuss whether the Outlot should be considered buildable, which was the agenda for March 14, 2017. A decision was made to table the matter pending feedback from the County. A copy of the meeting minutes are enclosed. As noted in the minutes, the discussion primarily revolved around the fact that the land was designated as a private park, but it was not acquired nor managed by the homeowners as planned. Naturally, there are a number of varying legal opinions of whether or not if this lack of transfer to the homeowners should result in the Outlot becoming designated as "buildable." Regardless of the status as a private park and Outlot, there are still the storm water concerns to be addressed. The owners of two adjacent properties have relayed concerns over the impact to their properties if this Outlot is developed and the natural storm water capacity of the land is altered.

All other matters aside, based on the definition of Outlot listed above, Staff has no choice but to deny an application for a Zoning Site Permit, though an official application has not yet been made. The most appropriate way to consider removing this designation as an Outlot and private park is by submitting a new Certified Survey Map for review and action just as would be required for any new "buildable" lot. In that process, the Town and County can evaluate all the factors involved in this case and approve, approve with conditions or deny the creation of a buildable lot. An alternative is an appeal of this decision to the Town and/or County Board of Adjustment.

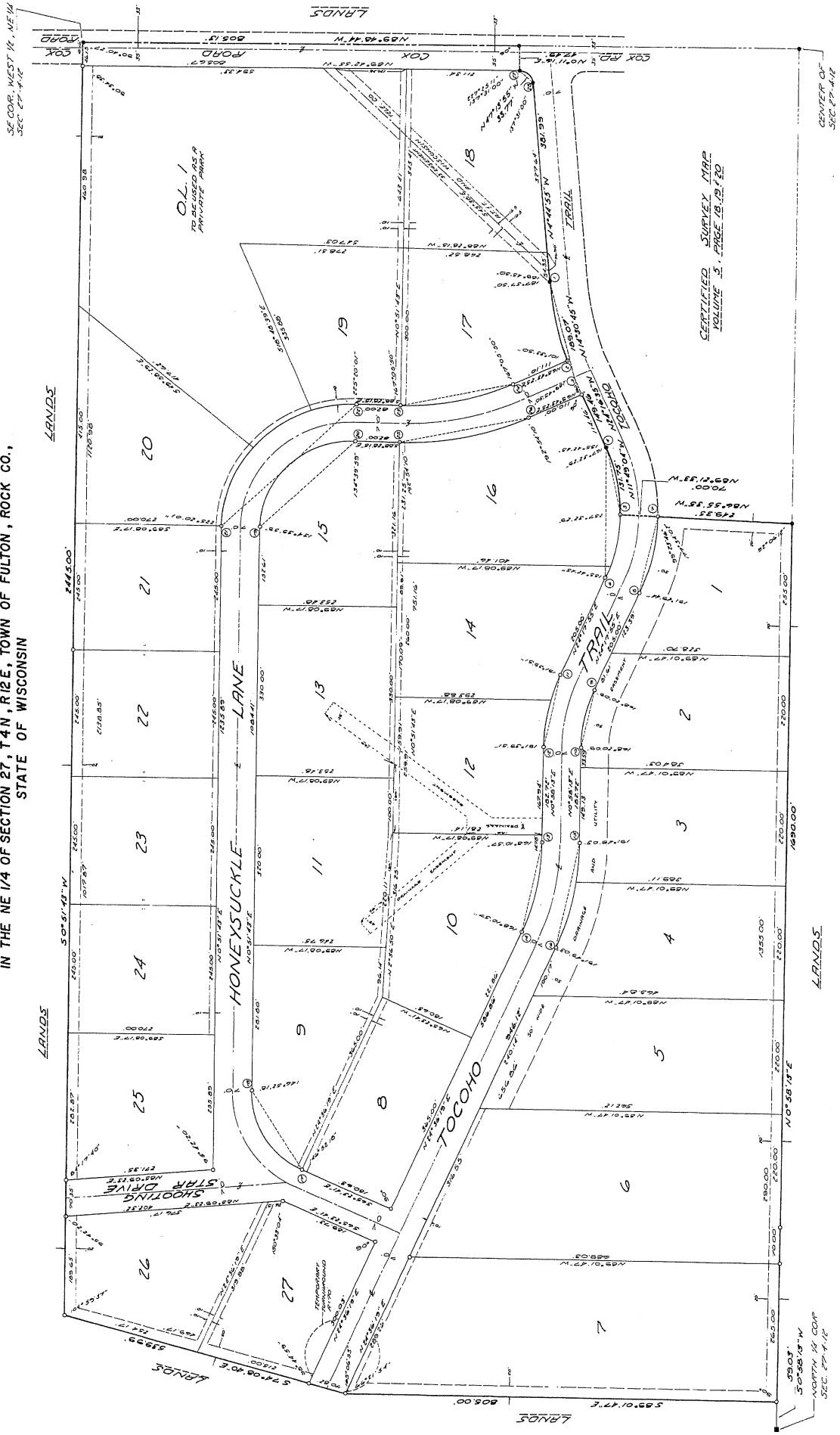
**Recommendation(s) or Action(s):**

It is recommended that the P&D Committee affirm Staff's decision to deny a Zoning Site Permit for Outlot 1. Staff further recommends the current owner submit a Certified Survey Map for review and action. Once an application is submitted, Staff can review the proposed layout to ensure that the storm water on the property is properly addressed and managed in the future. During the review and action process, a recommendation will also be made in regard to the status of the private park and Outlot designation.

# TOCOHO TIMBERS

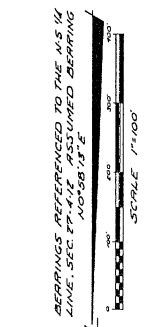
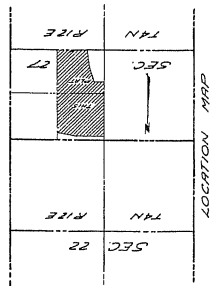
IN THE NE 1/4 OF SECTION 27, T4N, R12E, TOWN OF FULTON, ROCK CO., STATE OF WISCONSIN

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**LEGEND:**

- FOUND CAST IRON MANHOLE
- FOUND 1" IRON PIPE
- SET 2" x 30" IRON PIPE
- NEIGHING \$65 PER FT.
- ALL OTHER LOT CORNERS MARKED WITH 1/4" x 1/4" SET BARS
- UTILITY EASEMENT

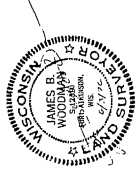


**NOTE:**

ALL LOTS SUBJECT TO SPECIAL BUILDING CONDITIONS SET BY ROCK COUNTY ZONING.

MINIMUM LOT SIZE - 1.51 ACRES

CHAPTER 232 (3) OF GENERAL ORDINANCES OF THE TOWN OF FULTON PROVIDES THAT ALL FINAL SURFACING OF ROADS AND STREETS WITHIN THE SUBDIVISION AND NOT BE THE RESPONSIBILITY OF THE DEVELOPER AND SHALL FURTHER PROVIDE THAT ANY ADDITIONAL COSTS, IF ANY, WILL BE ASSESSED TO THE SUBSEQUENT BUYERS.



Recorded 1976





# Town of Fulton

Joint Meeting for Town Board, Planning & Zoning & FSD#2

Meeting Minutes of Mar. 14, 2017

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8. Application for minor land division/zoning change, and Preliminary Certified Survey Map Scott and Dan Farrington, 8839 N County Rd. F, Edgerton, parcel # 6-6-316, to split off 3.3 acres with existing house built in 2000, and rezone the 3.3 acre parcel to R-RL - S. Farrington recused himself at this time for this item.
  - a. Public hearing for zoning change – **Motion** (Thompson, Trepasso) to open hearing. Carried unanimously. Ron Combs advised this is splitting off 3.3 acres from AE to R-RL, and advised they have tried to make it as tight to the existing yard line as possible and not taking up any more farmland than is necessary. He stated there is 100' of frontage on a public road as required by the town's ordinance. He stated this is Dan Farrington's home. Zimmerman advised she did mail out letters to property owners w/in 1000', and received no feedback. There was no public comment or questions. **Motion** (Rebman, Trepasso) to close the public hearing. Carried unanimously.
  - b. Discussion/Action by Planning and Zoning commission for zoning change – Rebman advised this is pretty "cut and dry", as it is an existing home. **Motion** (Rebman, Thompson) moved to recommend to TB to approve, the rezone of 3.3 acres of parcel 6-6-316 and to split off the 3.3 acres based on the findings of fact; that the land identified is better suited for use for a use not in the A-E District, as it is an existing use. Also the application is consistent with Comp Plan Use map, which it is, it is already existing. Also it is consistent with Rock County Farmland Preservation Plan, which it is, again as an existing use. Also, by changing the zoning district of the existing land identified in the application will not substantially impair or limit current or future use of other protected farmland. Also, with the condition that the new lot affidavit be filed after the CSM is filed. Thompson stated this is one of the 5 splits allowed for the base farm tract #55 as shown on our Base Farm Tract map. Carried unanimously.
  - c. Discussion/Action by Town Board for zoning change – **Motion** (Walton, Hull) to accept the recommendation from the PZ Commission, and rezone the 3.3 acres from A-E to R-RL, based on the findings of facts stated by the PZ motion, and with the condition that the new lot affidavit be filed after the CSM is filed. Carried unanimously.
  - d. Discussion/Action by Planning and Zoning Commission & Town Board for minor land division/Preliminary Survey Map. – **Motion** (Thompson, Rebman) to recommend approval of the Preliminary Survey Map for the land division. Carried unanimously. **Motion** (Hull, Walton) to accept PZ's recommendation and approve the Preliminary CSM. Carried unanimously.
9. Discussion re: Noise Ordinance # 425-3-2T(6), and Public safety nuisance – loud noise # 318-3B(6) – Sayre stated we've been working on this for a while, and have done some research. He stated at this time, we are still working on this. Sayre stated that the loud music should go hand and hand with the liquor license portion of our ordinance. Sayre stated here is draft wording in the packets as a suggestion. Walton stated because it is in close proximity to the Town of Milton that has similar businesses that we should have discussion with the Town of Milton and try to come up with a uniform ordinance. Zimmerman asked if it would be for the loud music, or for all noise issues. Walton stated for loud music only. Thompson stated he felt it a good idea to check with the town officials for Milton, and it would be nice to have some consistency. **Motion** (Thompson, Trepasso) to table until further research can be done. Carried unanimously.
10. Discussion/Action - Tococho Timbers, original plat map and parcel 6-6-1292.78 being a buildable lot. Sayre indicated we have done a lot of research on this. Attorney Schroeder advised the issue to be addressed by the town is what authority the town has to issue a zoning or building permit for out lot 1 in Tococho subdivision. Atty. Schroeder gave some general background information, he stated the subdivision plat was created in 1976 and that plat states "lot 1 is listed to be used as a private park", although it doesn't specifically reference the wording on it. Schroeder stated Rock County Planning required a dedication of land for public recreation at that time, which was per their ordinance that was then in effect. He stated it



## Town of Fulton

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required green space, or alternatively a cash payment. He stated at that time the town and the county park conservation committee waived any interest in accepting the property as a park. He stated as a result the developer agreed on this plat to designate that lot as a private park. He said in connection with the development of this property, the developer also created subdivision covenants. He stated the first covenant dated Sept. 13, 1976, stated that out lot 1 is dedicated for the common use of the landowners, and was to be conveyed by the developer to the homeowners association when that association was formed. Schroeder stated the covenant was amended on Sept. 24, 1976, and again on Feb. 5, 1978. He stated in the later of them it states that title to the out lot 1 is remaining with the developer until that association is formed. It also provides that if the town accepts the out lot, it would be dedicated for public purposes. Schroeder advised the town never accepted that lot, and it remained showing as a private park. Schroeder said as to the factual background, he has determined the association has never been formed, as a result the title remains to the developer, and the developer then conveyed the title to another party, and the title has been conveyed several times since. Schroeder stated the current owner is Adam Hebb. Schroeder stated the use of the property over the past number of years, is that it hasn't been developed, and the last number of years it has been used for agricultural purposes, primarily raising of crop. Schroeder stated he understands that Hebb has applied for a zoning\building permit for that lot, and at least one of the current lot owners in the subdivision has objections to that. Schroeder stated the town has to determine what authority it has regarding the issuance of a building or zoning permit under these circumstances. Schroeder said the town does not have authority in dealing with the subdivision covenants which say that this is to be used as a park. The town doesn't have the authority to enforce these subdivision covenants, unless they were placed on the property as a condition for approval of the plat for the town, or the town was named to having the right to enforce those covenants. He stated this is in section 236.293 of the statutes, as well as the towns 380-38 of the towns land division ordinance. He stated the town did not require the park designation, it was a requirement of the county for their then ordinance. He also indicated the town has not been designated with authority to enforce the covenant.

Secondly then, he stated, what authority does the town have regarding the plat restrictions. He stated the only plat restriction we have is the wording on the plat says that the out lot 1 is to be used as a private park. He stated there is no authority on the town to enforce the plat restriction on the plat. Schroeder stated there has been case law that has been cited in reference to that issue, implying that it gives the town authority over the plat. Schroeder stated they reviewed that and that case law addresses the enforcement of the right to use private roads by individuals who are landowners, and it involves the recognition of the court for the rights of landowners in the subdivision to enforce that right against other landowners who wish to inhibit their use of these private roads. It does not deal with any authority on the part of the town.

Schroeder stated now there has been applications submitted. He advised the out lot can be built on per state statute, but only if it complies with all the requirements 236.13 of the statutes, which governs the approval of final and preliminary plats, or restrictions imposed under that section by ordinance made by the town or the county, with respect to building sites, which is section 236.16(6). In reviewing that statute, he states it is unclear, but arguable that such restriction could include a requirement by the county of a private park designation, but on the contrary that doesn't address building sites.

Schroeder stated his recommendation as the attorney for the town is that this uncertainty be addressed before the town proceeds with making any decision on granting a permit for zoning or building. He indicated per Statute, Rock County has the authority to release the private park restriction, should they wish to do so. He stated the current county ordinance does not require this land designation. He stated if the county releases the land restriction, then in his opinion, the town has the authority and discretion to issue a zoning/building permit, assuming the other requirements are met by the applicant.

## Town of Fulton

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Schroeder stated he recommends the town consider this matter be continued until the property owner provides the proof that, that either, the restriction was released by the county, or the county refuses to release the restriction. Schroeder indicated that way the town will have some certainty of what they are dealing with in that regard.

Atty. Brian Whitehead – on behalf of the Messer’s said he apologized because some of what he will says may now be a moot point. He briefly spoke about the plat, and this lot being designated as a private park. He stated they are requesting that this lot not be a buildable lot. He stated when the Messer’s purchased their property, they reviewed the plat, and made the purchase with that in mind. He stated with the topography of the out lot it was evident it was never intended to be a buildable lot. He stated it was created to address storm water concerns in the subdivision. He stated the out lot currently serves approximately 50 acres for storm water drainage. Whitehead stated for these reasons they are requesting the board determine this is not a buildable lot.

Adam Hebb property owner, stated he has taken the proper measures, and has been working with Rock County for erosion, engineering of soil, and the way things are pitched for the drainage. He stated he has pulled permits to do the work for the proper drainage work that needs to be completed, so the storm water/drainage is controlled. Sayre stated he understands Hebb has done a lot of work on this, however until we get something from the county, we cannot determine anything. **Motion** (Thompson, Rebman) to recommend to Town Board, to have Adam Hebb, property owner to go forward to the Rock County Planning Dept. to address this, and have the county provide us with written proof of their determination. Carried unanimously. **Motion** (Farrington, Walton) to accept PZ’s recommendation, and table this until we receive something in writing of what Rock County’s determination, and action is for this lot designation on the plat map. Carried unanimously.

11. Comprehensive Plan update – Sayre advised we had a meeting on Mar. 6<sup>th</sup>, and we talked about existing businesses, and determined we want to make sure they are all properly marked on the future plan map, as some of them haven’t been. He stated the next workshop is scheduled for Apr. 24<sup>th</sup>. @ 6 pm.
12. Adjourn Planning & Zoning – **Motion** (Thompson, Trepasso) to adjourn PZ. Carried unanimously.
13. Application for Class “A” Beer License – The Fulton Store, 9413 N County Road H, Edgerton, Agent-Cheryl Krausse - Zimmerman advised their application is complete, background checks passed, and fees have been paid. **Motion** (Farrington, Walton) to approve the Class “A” beer license. Carried unanimously.
14. Application for Cigarette and tobacco Products Retail License – The Fulton Store, 9413 N County Road H. – **Motion** (Hull, Walton) to approve the cigarette/tobacco products retail license. Carried unanimously.
15. Large Gathering Permit Application – John & Dawn Kinnett, Kinnett’s Anchor Inn –709 E Hwy. 59, Spring Party – April 29, 2017. – **Motion** (Farrington, Hull) to approve permit with the condition to limit outdoor music to 11:00 pm on that night. Carried unanimously.
16. Operator’s License(s) – Cassidy Luek – Zimmerman advised application in order, and background check passed. **Motion** (Hull, Walton) to approve C. Luek’s operator’s license. Carried unanimously
17. State/Municipal Agreement with WI DOT re: drainage path for runoff from WIS 59, east of I39/90 and the drainage basin north utilizes the existing culvert under E. Richardson Springs Rd. prior to entering the Rock River. Colin Byrnes – Rock Co. Planning Dept. said this area is in the flood plain and indicated they would need a flood plain permit from Rock County prior to doing the work. Brief discussion. **Motion** (Hull, Farrington) to approve SMA with the additional requirement that they obtain a flood plain permit from Rock County Planning & Development. Carried unanimously.
18. Authorization for Police Chief to hire a part-time officer – Chief Kunkel advised he asked the board for permission in Dec. to reinstate a previous officer, however that officer hasn’t returned his calls. Chief stated he needs to move on, to get another p-time officer hired and advised he would like to hire Cody St. Michael,



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

**INTEROFFICE MEMORANDUM**

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

**FROM:** Planning & Development Agency Staff

**SUBJECT:** Request for Refund of Board of Adjustment Application Fee  
John and Jennifer Bailey

**MEETING DATE:** April 13, 2017

**Summary:**

On March 2nd, 2107, John and Jennifer Bailey submitted an application (via their attorney) for a variance to be acted upon by the Board of Adjustment (BOA) at the meeting scheduled for March 28<sup>th</sup>, 2017. This complete application included the application fee, which is \$750.00. In the following weeks, Staff completed the typical steps followed when an application is submitted for a request to the BOA. This included submitting the legal notice for the public hearing to the Beloit Daily News for publication and sending the notice to the surrounding landowners. A staff report/recommendation was written based on review of the application and the statutory standards that have to be met to approve a variance request.

On Tuesday March 21<sup>st</sup>, a copy of the agenda packet, including the staff report/recommendation was sent to the Bailey's attorney. On March 23rd, P&D Staff met with the Bailey's legal representatives and surveyor to discuss the project and the Staff recommendation at their request. The following day, Friday March 24<sup>th</sup>, Staff received an email request from the Bailey's attorney that the application be withdrawn and removed from the BOA Agenda and that the application fee be refunded. At the BOA meeting on the 28<sup>th</sup>, the Board acted on the withdraw request and removed the matter from the agenda, taking no action on the variance application.

Considering that the matter of the fee is a budget related item, Staff informed the Baileys that their request to refund the fee must be made to the Planning and Development Committee. Their written request is included in the packet.

**Please note:** the variance request that was made and withdrawn is related to a pending Land Division application that will likely be before the P&D Committee for action in the future. Therefore, Staff recommends that the details of the BOA application not be discussed while considering the action item related to the BOA fee.

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

As is the case with most of the fees set in the Planning Department budget, the fee for the Board of Adjustment is an application fee. An application is not considered complete (and therefore not processed) until the fee is paid. Furthermore, there are no refunds if an application is denied, which is made clear when the application is made so that the landowner can weigh the risks vs potential benefit. Therefore, to be consistent, Staff recommends that the request for the refund of the \$750.00 BOA fee be denied.

**RECEIVED**

March 29, 2017

APR 3 2017

Planning and Development committee

ROCK CO. PLANNING, ECONOMIC AND  
COMMUNITY DEVELOPMENT AGENCY

We are asking that our variance not be considered or voted on now due to extenuating circumstances.

We respectfully request that the committee refund our \$750.00 variance application fee. Thank you for your consideration in this matter.

Sincerely,

John and Jennifer Bailey  
4063 Deer Crossing Dr  
Janesville WI 53546



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

**INTEROFFICE MEMORANDUM**

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

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

**SUBJECT:** Preliminary Approval of Land Division

**MEETING DATE:** April 13, 2017

**Land Division Summary:**

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

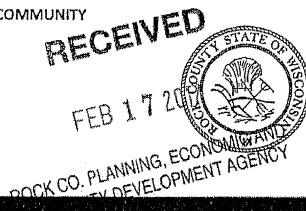
2017 007 (Beloit Township) – Town of Beloit

2017 008 (Fulton Township) – Farrington

2017 009 (Porter Township) – RPF Trust

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

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



AGENCY USE ONLY

Application Number: LD2017 007

Received By - Date: 2-17-17  
(MM/DD/YYYY):

## PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

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

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:	TOWN OF BELOIT	Telephone:	(608) 364-2980	
Address:	2871 S. AFDON 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 BARTELS DRIVE	City:	BELOIT	State: WI Zip: 53511
b. Developer name:	AMERICAN TRANSMISSION COMPANY	Telephone:		
Address:	5303 FEN OAK DRIVE	City:	MADISON	State: WI Zip: 53718

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	BELOIT	E 1/2 of NW 1/4
Section	2	Tax parcel number(s) - 6-2-15A

11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village:  
 Yes  No If Yes, identify: City(s)/Village of BELOIT

12. Land division area is located adjacent to (check all that apply):  
 Local/Town road  County highway  State highway  U.S. highway

13. Landowner's contiguous property area (Square feet or acres): <u>172 +/- AC</u>	14. Land division area (Square feet or acres): <u>30 AC</u>	15. Current zoning of land division area: <u>A-1</u>
16. Number of new/additional lots created by land division: <u>1</u>	17. Future zoning of new/additional lot(s) created by land division: <u>I-1</u>	18. Future zoning of parent lot: <u>I-1</u>

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

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

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

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

### APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION, reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE:	DATE: <u>2/15/2017</u>
--------------------------------------	------------------------

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

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

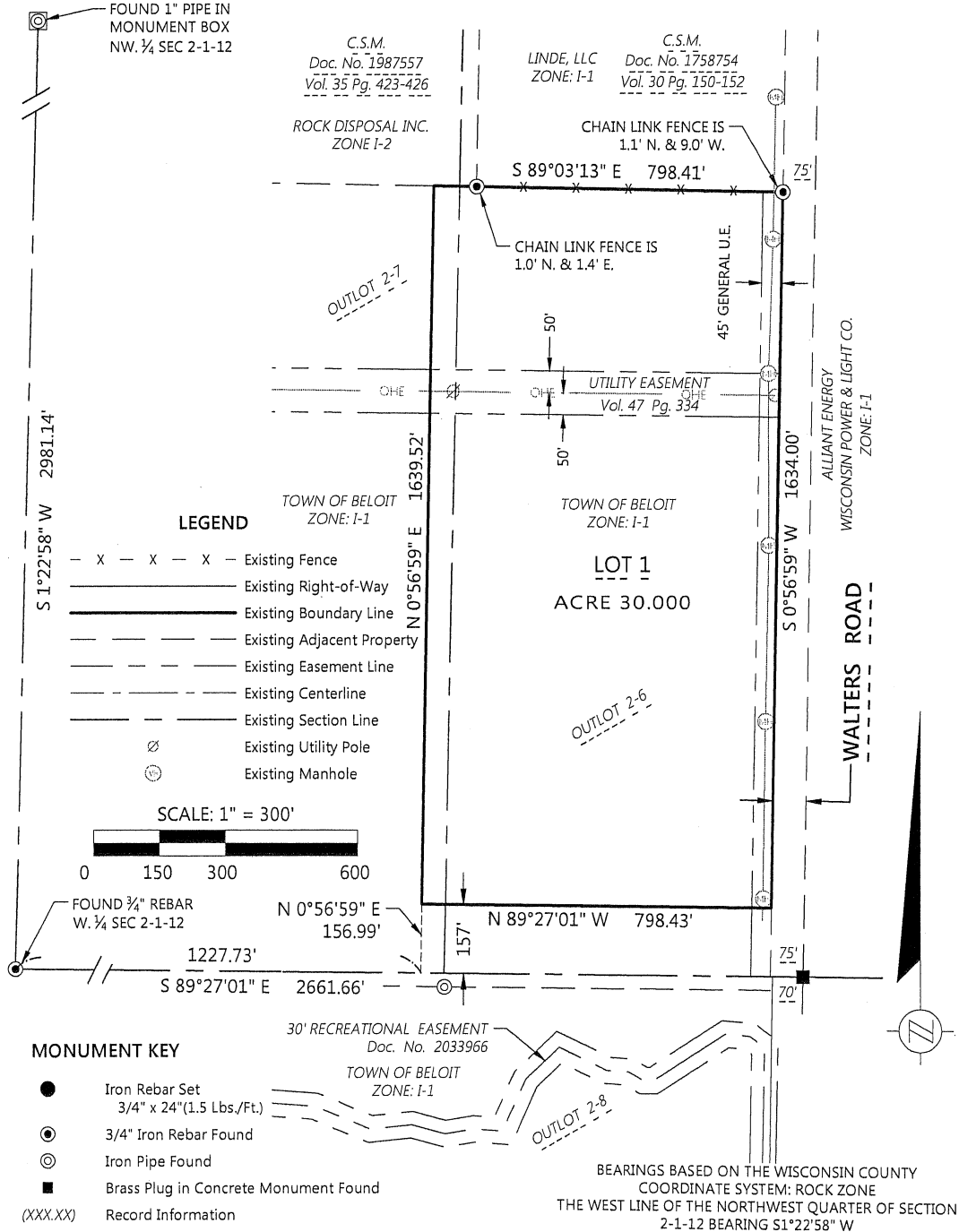
PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM,  
A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

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



# PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF THE NORTHEAST QUARTER, NORTHWEST QUARTER,  
SOUTHWEST QUARTER AND SOUTHEAST QUARTER OF THE  
NORTHWEST QUARTER OF SECTION 2, T. 1 N., R. 12 E., OF THE  
4TH P.M., TOWN OF BELOIT, ROCK COUNTY, WISCONSIN.



<b>ORDER NO: 32527</b> BOOK: SEE FILE FIELD CREW: DGM DRAWN BY: DGM/KJB DATE: March 14, 2017	FOR THE EXCLUSIVE USE OF: <b>TOWN OF BELOIT</b> 2871 S AFTON ROAD BELOIT, WI 53511	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <b>Batterman</b>            engineers surveyors planners            2857 Bartells Drive            608.365.4464         </div> <div style="text-align: center;">           Beloit, Wisconsin 53511            www.rhbatterman.com         </div> </div> <div style="text-align: right; font-size: 2em; font-weight: bold; margin-top: 10px;"> <b>B</b> </div>
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## PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

### AGENCY REVIEW

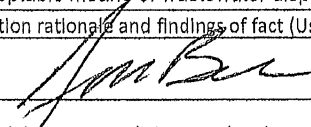
1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible:  Yes  No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:  Yes  No
3. Land division 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"/>
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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"/>

18

AGENCY REVIEW	
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 type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).	
2. Note to be included on the final CSM: "No buildings which produce wastewater are allowed on Lot 1..."	
3. ...until acceptable means 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: 	DATE: 3/15/17
TITLE: Administrator - Rock County Planning, Economic & Community Development Agency	

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.	
2. Rezone and LD approved	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____	DATE: 3/20/17
TITLE: (separate document sent from Town in file)	

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: Chair - Rock County Planning & Development Committee	

**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 within one year after preliminary approval.
- 4. The Rock County Treasurer shall certify that property taxes have been paid prior to approval by Agency.
- 5. CSMs subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.
- 6.
- 7.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division separates a thirty acre lot from the parent parcel owned by the Town of Beloit for the purpose of new development. The remaining parent parcel (consisting of approximately 142 acres) will remain undeveloped at the current time. The parent lot is currently zoned Agricultural District One (A1) by the Town of Beloit. Due to the lot size and proposed use of the new Lot, a rezone to I-1 has been approved by the Town.

**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:

**RECEIVED**  
 FEB 20 2017



ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2017 008

Received By - Date (MM/DD/YYYY): 2-20-17

## PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

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

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible:  Yes  No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:  Yes  No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin:  Yes  No  
 If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement:  Yes  No
5. Land division will require a zoning change:  Yes  No

### APPLICANT INFORMATION

**6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE**

a. Name:	SCOTT FARRINGTON - DANIEL FARRINGTON			Telephone:		
Address:	8839 N COUNTY RD F	City:	EDGERTON	State:	WI	Zip: 53534
b. Name:				Telephone:		
Address:		City:		State:		Zip:

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

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

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

### LAND DIVISION INFORMATION

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

10. Land division area location:

Town of FULTON	SW 1/4 of NW 1/4
Section 21	Tax parcel number(s) - 6-6-316

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): 145	14. Land division area (Square feet or acres): 3.4	15. Current zoning of land division area: AE
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: R-RL	18. Future zoning of parent lot: AE

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

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

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

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

### APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a 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: *Paul J. Lamb* DATE: 2-20-17

APPLICATION CHECKLIST			
	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(12) Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
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(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
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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"/>	
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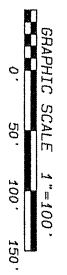
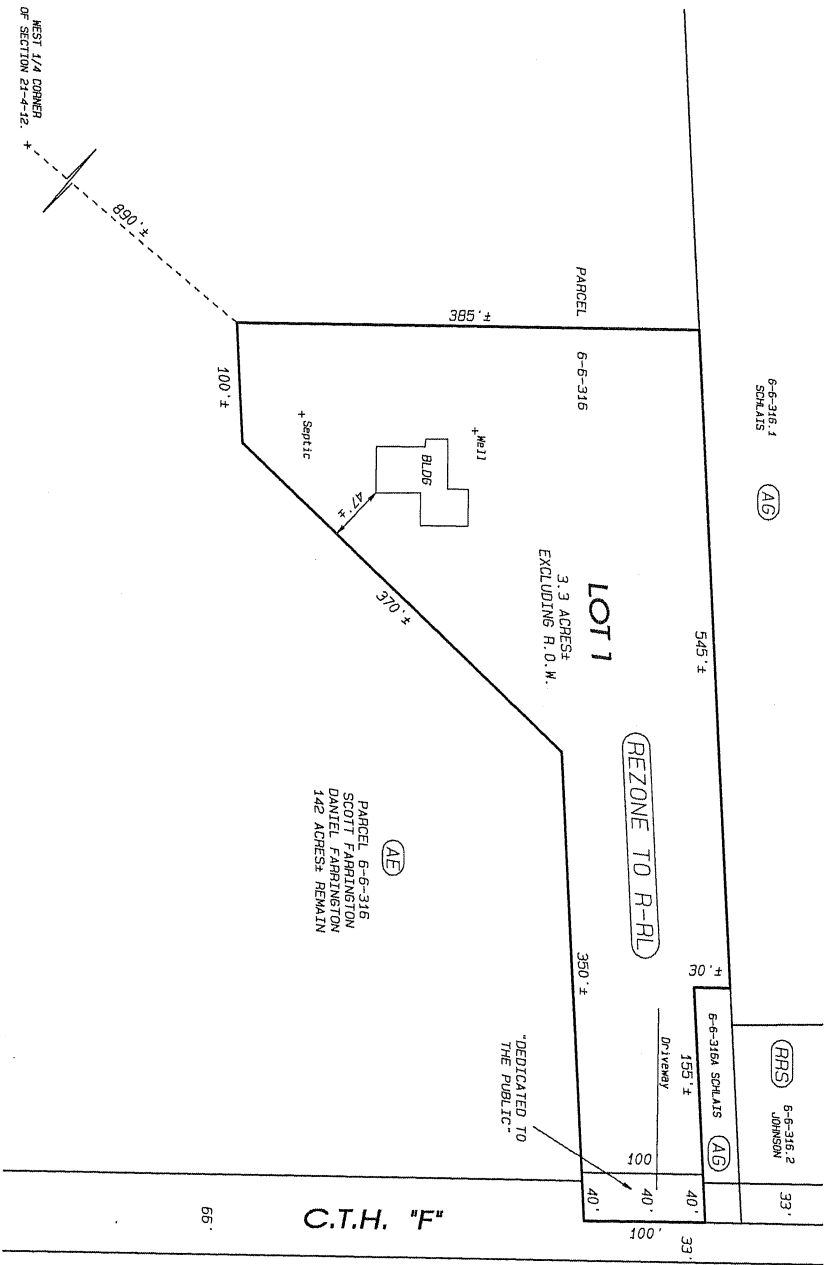
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ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
51 N. MAIN ST.  
JANESVILLE, WI 53545

# PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 21, T.4N., R.12E. OF THE 4TH P.M., TOWN OF FULTON, ROCK COUNTY, WISCONSIN.



**NOTES:**

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

Project No. 117-018 For: FARRINGTON

DATE: FEBRUARY 6, 2017

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.  
 Janesville, WI 53548  
 WWW.COMBSURVEY.COM

TEL: 608-782-0575  
 FAX: 608-782-0534



Application Number: LD2017 008 Farrington

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

## AGENCY REVIEW

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  
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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.

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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: If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

AGENCY RECOMMENDATION	
10. Agency recommendation:	<input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Utility easement(s) shall be placed on lots as requested by utility companies.	
2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of	
3. this survey. However, soils on the lot may be restrictive to the replacement of the existing system."	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: <u><i>[Signature]</i></u>	DATE: <u>3/1/17</u>
TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>	

TOWN ACTION	
13. Town action:	<input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
14. If you answered Approve With Conditions to 13., list conditions (Use additional sheet (2a) if necessary):	
1. <u>New lot affidavit to be filed after CSM is recorded</u>	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: <u>See separate doc from town</u>	DATE: <u>3/15/17</u>
TITLE: _____	

PLEASE RETURN THIS FORM, VIA POSTAL MAIL OR EMAIL, TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
51 N. MAIN ST.  
JANESVILLE, WI 53545  
EMAIL: BRYNES@CO.ROCK.WI.US

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION	
16. Committee action:	<input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny
17. If you answered Approve With Conditions to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____	DATE: _____
TITLE: <u>Chair – Rock County Planning &amp; Development Committee</u>	

**AGENCY RECOMMENDATION**

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

- 3. Dedicate 40-foot half road right of way along County Hwy F.
- 4. The parent parcel is currently Zoned AE by the Town of Fulton. Based on the proposed size of Lot 1, a rezone is required.
- 5. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 6. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.
- 7.
- 8.
- 9.
- 10.

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

The proposed Land Division creates one new lot from an existing 146 acre parcel in Fulton Township, which will include approximately 3.3 acres and an existing residence. The parent parcel is currently zoned Agricultural Exclusive (AE) by the Town of Fulton and the future land use for the parcel is Agriculture. The AE District is certified by DATCP for the Farmland Preservation Program. The proposed lot size for the new lot would require a rezone to RRL. Upon reviewing such a request, the Town should consider the standards/requirements included in the Zoning Ordinance to rezone lands in the Farmland Preservation District, where applicable.

County Hwy F is not an Access Controlled Hwy in this location.

**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:**

RECEIVED

FEB 23 2017



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

ROCK CO. PLANNING, ECONOMIC AND  
COMMUNITY DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2017 009

Received By - Date (MM/DD/YYYY): 2-23-17

## PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

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

1. Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible:  Yes  No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:  Yes  No
3. Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin:  Yes  No  
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement:  Yes  No
5. Land division will require a zoning change:  Yes  No

### APPLICANT INFORMATION

**6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE**

a. Name:	RPF TRUST	Telephone:	
Address:	9722 W US HIGHWAY 14	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.

### LAND DIVISION INFORMATION

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

10. Land division area location:

Town of PORTER	SW 1/4 of SW 1/4
Section 34	Tax parcel number(s) - 6-16-281A

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): 35 + 156	14. Land division area (Square feet or acres): 5.6	15. Current zoning of land division area: AE
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: RR	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): NONE

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

### APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION, reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: *Paul J. Loh* DATE: 2-23-17

APPLICATION CHECKLIST			
	Yes	No	Comment
<b>1.</b> 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"/>	
<b>a.</b> Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>b.</b> Approximate location and dimension of all <b>EXISTING</b> streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>c.</b> <b>EXISTING/PROPOSED</b> County, Town, and City/Village (if applicable) zoning designations of all <b>EXISTING/PROPOSED</b> lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>d.</b> Approximate location and dimension of all <b>PROPOSED</b> lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>e.</b> Indication of all <b>PROPOSED</b> lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>f.</b> Distance from all <b>PROPOSED</b> lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>g.</b> Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether <b>EXISTING</b> or <b>PROPOSED</b> , in the land division area:	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(1)</b> Buildings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(2)</b> Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>(3)</b> Driveways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(4)</b> Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(5)</b> Private water wells or water supply systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(6)</b> Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(7)</b> Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(8)</b> Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE PROPOSED
<b>(9)</b> Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SEE AIR PHOTO
<b>(10)</b> Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(11)</b> Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(12)</b> Surface water features:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(13)</b> Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(14)</b> Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(15)</b> Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(16)</b> Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>(17)</b> Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>h.</b> Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>i.</b> Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>j.</b> Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
<b>k.</b> Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>l.</b> Any other information required by the Agency:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NOTHING REQUESTED
<b>2.</b> 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"/>	
<b>3.</b> Has the map been prepared by a land surveyor licensed in Wisconsin?	<input type="checkbox"/>	<input type="checkbox"/>	
<b>4.</b> Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>5.</b> Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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

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

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

# PRELIMINARY CERTIFIED SURVEY MAP / REZONE MAP

PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 34, T.4N., R.11E. OF THE 4TH P.M., TOWN OF PORTER, ROCK COUNTY, WISCONSIN.



(AE)

PARCEL 6-16-2814  
RPF TRUST  
29 ACRES REMAIN

(REZONE TO RR)

LOT 1  
5.3 ACRES  
EXCLUDING R. D. W.

PARCEL 6-16-2814

597' ±

630' ±

(RR)

PARCEL 6-16-2814.1  
SLF TRUST

CSM LOT 1 VOL. 13  
PAGES 142-143 DOC. NO. 1064225

±.062

630' ±

33'

(RR)

PARCEL 6-16-282  
HARRIS

(RR)

PARCEL 6-16-283.3C  
SLOMWER

(RR)

396'

35'

(RR)

PARCEL 6-16-283.4  
LEUTZNER

(RR)

PARCEL 6-16-283.5  
TREINEN

35' ±

W. SEEMAN ROAD

700' ±

(A3)

PARCEL 6-4-261.3  
PARSONS

(A3)

PARCEL 6-4-261.2  
DUNKLIN

(A3)

PARCEL 6-4-23  
HEUSERBERGER

35' ±

PARCEL 6-8-272.1 RPF TRUST 156 ACRES

(AE)

SW CORNER OF  
SECTION 34-4-11

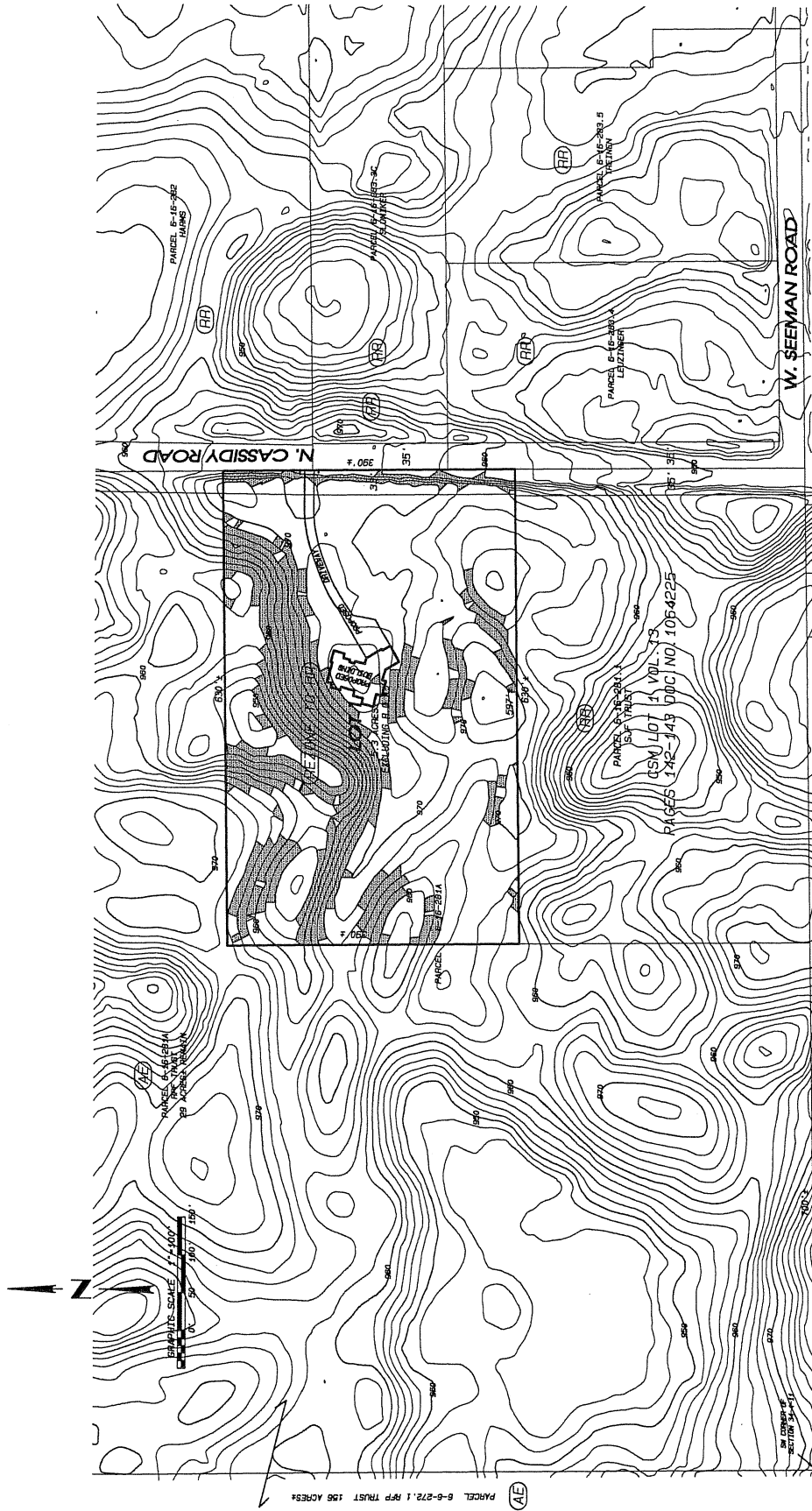
NOTES:

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

DATE	02/21/17
BY	slj
PROJECT NO.	117-028
CLIENT	RPF TRUST
LAND SURVEYING	• LAND SURVEYING
LAND PLANNING	• LAND PLANNING
CIVIL ENGINEERING	• CIVIL ENGINEERING
109 N. JIMMIE ST. ROCK COUNTY, WI 53081 TEL: 608 752-0275 FAX: 608 752-0234 WWW.COMBS&ASSOCIATES.COM	

# PRELIMINARY CERTIFIED SURVEY MAP / REZONE MAP

PART OF THE SW 1/4 OF THE SW 1/4 OF SECTION 34, T.4N., R. 11E. OF THE 4TH P.M., TOWN OF PORTER, ROCK COUNTY, WISCONSIN.



(A3) PARCEL 6-4-26.3 PARSONS	(A3) PARCEL 6-4-26.2 DULIN	(A3) PARCEL 6-16-26.5 METSCHER
---------------------------------	-------------------------------	-----------------------------------

*Proposed Buildings Site*

**Combs & ASSOCIATES**  
 109 N. Milwaukee St.,  
 ROCK COUNTY, WI 53081  
 WWW.COMBSURV.COM

DATE	02/21/17
BY	SLL
PROJECT NO.	117-028
COUNT	RFP TRUST

• LAND SURVEYING  
 • LAND PLANNING  
 • CIVIL ENGINEERING

TEL: 608 752-0275  
 FAX: 608 752-0234

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



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

### AGENCY REVIEW

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

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

AGENCY REVIEW	
	Missing Information
k. Scale, north arrow, and date of creation:	<input type="checkbox"/>
l. Any other information required by the Agency:	<input type="checkbox"/>
7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page:	<input type="checkbox"/>
7c. Map prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>
7d. All required application form information and required party's signature on the application form:	<input type="checkbox"/>
7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee:	<input type="checkbox"/>
8. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 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 <b>Approve With Conditions</b> to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Utility easement(s) shall be placed on lots as requested by utility companies.	
2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lots 1	
3. until acceptable means 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><i>JMBel</i></u>	DATE: <u>3/28/16</u>
TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>	

TOWN ACTION	
13. Town action: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
14. If you answered <b>Approve With Conditions</b> to 13., list conditions (Use additional sheet (2a) if necessary):	
1. Approved on 3/14/17 by Town P&Z and planned for 4/6/17 by Town Board. Documentation in file.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____	DATE: _____
TITLE: _____	

PLEASE RETURN THIS FORM, VIA POSTAL MAIL OR EMAIL, TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
51 N. MAIN ST.  
JANESVILLE, WI 53545  
EMAIL: BRYNES@CO.ROCK.WI.US

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION	
16. Committee action: <input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
17. If you answered <b>Approve With Conditions</b> to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____	DATE: _____
TITLE: <u>Chair – Rock County Planning &amp; Development Committee</u>	



**AGENCY RECOMMENDATION**

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

- 3. Dedicate a minimum of 33' half road right of way along N Cassidy Rd at the discretion of the Town of Porter.
- 4. A Conservation Easement shall be identified and delineated on the final CSM in the areas of slope exceeding
- 5. 16% and/or kettle/depressional topography. All building and land disturbance is prohibited in these areas.
- 6. Complete Conservation Easement language will be provided by the P&D Agency.
- 7. Comply with Town of Porter Base Farm Tract and other restrictions related to the zoning change and land division.
- 8. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 9. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.
- 10.

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

The proposed Land Division creates one 5.6 acre lot from an existing 34.4 acre lot in Porter Township.

A rezone from Ag Exclusive to Rural Residential is required, along with compliance with the Town of Porter's Base Farm Tract requirements. The rezone of this proposed lot area has been preliminarily approved by the Town.

There are limitations in siting a building location on the proposed lot due to steep slopes and kettle/depressional topography. The MOA with the Town of Porter authorizes the County to review and plan around these Environmentally Sensitive Areas (ESAs) and administer Conservation Easements through the Land Division process. Therefore, it is proposed that protection of these ESAs will be achieved through the use of a proposed Conservation Easement granted to the Town.

**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:**

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
64-6400-0000-63100	OFC SUPP & EXP	P1700223	03/30/2017	STAPLES BUSINESS ADVANTAGE	26.03
64-6400-0000-63107	PUBL & LEGAL	P1700226	03/16/2017	BELOIT DAILY NEWS	48.59
64-6400-0000-64200	TRAINING EXP	P1701112	03/09/2017	WISCONSIN COUNTY CODE ADMINIST	250.00
		P1701113	03/09/2017	STONE CREEK INN	328.00
				<b>PLANNING PROG TOTAL</b>	<b>652.62</b>
64-6420-0000-64918	ADVERTISING	P1701237	03/23/2017	I 39 LOGISTICS CORRIDOR ASSOCA	500.00
				<b>ECONOMIC DEVELOPMENT PROGRAM PROG TOTAL</b>	<b>500.00</b>
64-6460-0000-63110	ADMIN.EXPENSE	P1701288	03/30/2017	FEDERAL EXPRESS CORP	37.08
		P1701289	03/30/2017	SAHCI-STAN A HUBER CONSULTANTS	20.00
				<b>HOUSING GRANT CLEARING ACCOUNT PROG TOTAL</b>	<b>57.08</b>
64-6730-0000-63100	OFC SUPP & EXP	P1701070	03/02/2017	WISCONSIN COUNTY SURVEYORS	100.00
				<b>SURVEYOR PROG TOTAL</b>	<b>100.00</b>
64-6900-0000-63107	PUBL & LEGAL	P1700226	03/16/2017	BELOIT DAILY NEWS	53.12
				<b>BOARD OF ADJUSTMENT PROG TOTAL</b>	<b>53.12</b>

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$1,362.82

Date: Dept \_\_\_\_\_

Committee \_\_\_\_\_

2017

Rock County

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
10-1720-0000-63100	OFC SUPP & EXP	P1700585	02/09/2017	JP MORGAN CHASE BANK NA	7.37
REAL PROPERTY DESCRIPTION PROG TOTAL					7.37

I have reviewed the preceding payments in the total \$7.37

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_

2017

Rock County

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
13-1730-0000-63100	OFC SUPP & EXP	P1700223	02/23/2017	STAPLES BUSINESS ADVANTAGE	27.69
SURVEYOR PROG TOTAL					27.69

I have reviewed the preceding payments in the total \$27.69

Date: \_\_\_\_\_ Dept \_\_\_\_\_  
Committee \_\_\_\_\_

2017

Rock County

**COMMITTEE REVIEW REPORT**  
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
64-6400-0000-63100	OFC SUPP & EXP	P1700223	02/02/2017	STAPLES BUSINESS ADVANTAGE	30.87
		P1700224	02/23/2017	OFFICE PRO INC	50.18
64-6400-0000-63107	PUBL & LEGAL	P1700226	02/23/2017	BELOIT DAILY NEWS	73.51
		<b>PLANNING PROG TOTAL</b>			
<hr/>					
64-6460-0000-63110	ADMIN,EXPENSE	P1701017	02/23/2017	NEIGHBORWORKS BLACKHAWK	300.00
		<b>HOUSING GRANT CLEARING ACCOUNT PROG TOTAL</b>			

I have reviewed the preceding payments in the total **\$454.56**

Date: \_\_\_\_\_ Dept \_\_\_\_\_

Committee \_\_\_\_\_

**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key            Title  
646400000        PLANNING

Object	Description	Budget	Actual	Encumbrance	Balance
42500	REVENUE FROM MUNICIPALITIES	2,500.00	0.00	0.00	2,500.00
43201	ZONING PERMITS	42,925.00	57,228.33	0.00	(14,303.33)
44100	FEES	120.00	161.75	0.00	(41.75)
61100	REGULAR WAGES	307,548.00	316,936.35	0.00	(9,388.35)
61108	SEASONAL-REGULAR WAGES	18,084.00	8,628.00	0.00	9,456.00
61210	OVERTIME WAGES-PRODUCTIVE	1,500.00	794.07	0.00	705.93
61400	FICA	25,489.00	24,449.43	0.00	1,039.57
61510	RETIREMENT-EMPLOYERS	20,398.00	21,006.13	0.00	(608.13)
61610	HEALTH INSURANCE	73,992.00	83,665.92	0.00	(9,673.92)
61620	DENTAL INSURANCE	3,454.00	890.64	0.00	2,563.36
61630	LIFE INSURANCE	241.00	214.10	0.00	26.90
62210	TELEPHONE	4,844.00	3,535.64	0.00	1,308.36
63100	OFFICE SUPPLIES & EXPENSES	1,783.00	1,122.82	0.00	660.18
63101	POSTAGE	720.00	516.85	0.00	203.15
63107	PUBLIC & LEGAL NOTICES	595.00	594.93	0.00	0.07
63200	PUBLICATIONS/SUBSCRIPTIONS/DUES	848.00	781.92	0.00	66.08
63300	TRAVEL	3,127.00	3,126.64	0.00	0.36
64200	TRAINING EXPENSE	2,700.00	1,503.70	0.00	1,196.30
68000	COST ALLOCATIONS	(15,548.00)	(15,997.05)	0.00	449.05
<b>Total Revenue</b>		<b>45,545.00</b>	<b>57,390.08</b>	<b>0.00</b>	<b>(11,845.08)</b>
<b>Total Expense</b>		<b>449,775.00</b>	<b>451,770.09</b>	<b>0.00</b>	<b>(1,995.09)</b>
<b>Net Total (Revenue - Expense)</b>		<b>(404,230.00)</b>	<b>(394,380.01)</b>	<b>0.00</b>	<b>(9,849.99)</b>

## Rock County - Production Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key      Title  
6464200000    ECONOMIC DEVELOPMENT PROGRAM

Object	Description	Budget	Actual	Encumbrance	Balance
61100	REGULAR WAGES	92,060.00	96,158.24	0.00	(4,098.24)
61400	FICA	7,043.00	7,341.63	0.00	(298.63)
61510	RETIREMENT-EMPLOYERS	6,076.00	6,168.73	0.00	(92.73)
61610	HEALTH INSURANCE	26,160.00	24,196.26	0.00	1,963.74
61620	DENTAL INSURANCE	647.00	665.64	0.00	(18.64)
61630	LIFE INSURANCE	16.00	21.24	0.00	(5.24)
63101	POSTAGE	50.00	0.00	0.00	50.00
63200	PUBLICATIONS/SUBSCRIPTIONS/DUE	668.00	683.00	0.00	(15.00)
63300	TRAVEL	4,500.00	4,383.66	0.00	116.34
64200	TRAINING EXPENSE	975.00	974.38	0.00	0.62
64918	ADVERTISING	500.00	500.00	0.00	0.00
	<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expense</b>	<b>138,695.00</b>	<b>141,092.78</b>	<b>0.00</b>	<b>(2,397.78)</b>



**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key            Title  
6464510000      ADDRESS SIGNS

Object	Description	Budget	Actual	Encumbrance	Balance
43205	SIGN PERMITS	5,250.00	8,443.44	0.00	(3,193.44)
63110	ADMINISTRATION EXPENSE	2,309.00	2,309.00	0.00	0.00
64904	SUNDRY EXPENSE	8,981.00	10,378.34	0.00	(1,397.34)
	<b>Total Revenue</b>	<b>5,250.00</b>	<b>8,443.44</b>	<b>0.00</b>	<b>(3,193.44)</b>
	<b>Total Expense</b>	<b>11,290.00</b>	<b>12,687.34</b>	<b>0.00</b>	<b>(1,397.34)</b>
	<b>Net Total (Revenue - Expense)</b>	<b>(6,040.00)</b>	<b>(4,243.90)</b>	<b>0.00</b>	<b>(1,796.10)</b>

**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key            Title  
6464600000      HOUSING GRANT CLEARING ACCOUNT

Object	Description	Budget	Actual	Encumbrance	Balance
44100	FEES	1,100.00	54,265.06	0.00	(53,165.06)
61400	FICA	0.00	0.00	0.00	0.00
62119	OTHER CONTRACTED SERVICES	118,359.00	107,813.06	0.00	10,545.94
63110	ADMINISTRATION EXPENSE	5,215.00	4,161.71	0.00	1,053.29
63116	HOUSING AUTHORITY ADMIN.EXPEN:	2,435.00	1,329.85	0.00	1,105.15
68000	COST ALLOCATIONS	(71,051.00)	(37,902.53)	0.00	(33,148.47)
<b>Total Revenue</b>		<b>1,100.00</b>	<b>54,265.06</b>	<b>0.00</b>	<b>(53,165.06)</b>
<b>Total Expense</b>		<b>54,958.00</b>	<b>75,402.09</b>	<b>0.00</b>	<b>(20,444.09)</b>
<b>Net Total (Revenue - Expense)</b>		<b>(53,858.00)</b>	<b>(21,137.03)</b>	<b>0.00</b>	<b>(32,720.97)</b>

## Rock County - Production Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key            Title  
646600000       HOME PROGRAM REPAYMENTS

Object	Description	Budget	Actual	Encumbrance	Balance
44100	FEES	0.00	4.00	0.00	(4.00)
44902	LOAN REPAYMENTS	0.00	2,601.60	0.00	(2,601.60)
46300	INTEREST ON INVESTMENTS	0.00	97.54	0.00	(97.54)
	<b>Total Revenue</b>	<b>0.00</b>	<b>2,703.14</b>	<b>0.00</b>	<b>(2,703.14)</b>
	<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key            Title  
6469000000      BOARD OF ADJUSTMENT

Object	Description	Budget	Actual	Encumbrance	Balance
43204	BD OF ADJUSTMENT PERMITS	6,000.00	9,000.00	0.00	(3,000.00)
61300	PER DIEMS	2,214.00	1,777.24	0.00	436.76
61400	FICA	138.00	135.92	0.00	2.08
62100	CONTRACTED PERSONNEL SERVICE	3,745.00	7,192.10	0.00	(3,447.10)
63100	OFFICE SUPPLIES & EXPENSES	30.00	9.46	0.00	20.54
63101	POSTAGE	125.00	188.22	0.00	(63.22)
63107	PUBLIC & LEGAL NOTICES	510.00	893.47	0.00	(383.47)
	<b>Total Revenue</b>	<b>6,000.00</b>	<b>9,000.00</b>	<b>0.00</b>	<b>(3,000.00)</b>
	<b>Total Expense</b>	<b>6,762.00</b>	<b>10,196.41</b>	<b>0.00</b>	<b>(3,434.41)</b>
	<b>Net Total (Revenue - Expense)</b>	<b>(762.00)</b>	<b>(1,196.41)</b>	<b>0.00</b>	<b>434.41</b>

**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key      Title  
6469100000    ROCK CO.TOURISM COUNCIL

Object	Description	Budget	Actual	Encumbrance	Balance
64313	ROCK CO RESOURCE & TOURISM	3,000.00	3,000.00	0.00	0.00
64317	CO-OP WI TOURISM ADVERTISING	2,500.00	2,500.00	0.00	0.00
	<b>Total Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Expense</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>0.00</b>	<b>0.00</b>

**Rock County - Production  
Budget to Actual Figures**

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key      Title  
6469200000    CONSORTIUM

Object	Description	Budget	Actual	Encumbrance	Balance
42100	FEDERAL AID	140,000.00	0.00	0.00	140,000.00
63110	ADMINISTRATION EXPENSE	14,000.00	0.00	0.00	14,000.00
64912	COMMUNITY DEVELOPMENT ACTIVIT	126,000.00	13,450.00	0.00	112,550.00
<b>Total Revenue</b>		<b>140,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>140,000.00</b>
<b>Total Expense</b>		<b>140,000.00</b>	<b>13,450.00</b>	<b>0.00</b>	<b>126,550.00</b>
<b>Net Total (Revenue - Expense)</b>		<b>0.00</b>	<b>(13,450.00)</b>	<b>0.00</b>	<b>13,450.00</b>
<b>Grand Total Revenue</b>		<b>197,895.00</b>	<b>131,801.72</b>	<b>0.00</b>	<b>66,093.28</b>
<b>Grand Total Expense</b>		<b>806,980.00</b>	<b>710,098.71</b>	<b>0.00</b>	<b>96,881.29</b>
<b>Grand Totals (Revenue-Expense)</b>		<b>(609,085.00)</b>	<b>(578,296.99)</b>	<b>0.00</b>	<b>(35,583.57)</b>

# MEMORANDUM

Date: April 13, 2017

TO: Rock County Planning & Development Committee

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Action Item: Change Order #1 for Loan ID 020204D1

## SUMMARY:

Original CDBG Loan Amount = \$18,250

Lead Hazard Control Grant = \$24,295

This project is a Lead and CDBG project. This Change Order in the amount of \$1,195 is for two additional windows that need to be replaced because of lead paint. Rock County Community Development Policies and Procedures authorize the program administrator to approve a routine change that is less than \$2,500 and then report the action at the next committee meeting.

**Change Order #1 = \$1,195 added to the CDBG loan for new total of \$19,445**

## COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$1,195 to loan referenced above
Signature – Committee Chair	Date

# MEMORANDUM

Date: April 13, 2017

TO: Rock County Planning & Development Committee

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Action Item: Change Order #1 for Loan ID 020196D1

## SUMMARY:

Original CDBG Loan Amount = \$47,830

This project is a CDBG project where the original contract called for roof replacement. When the roof was removed, the decking was found to be rotted and needs to be replaced. Because this was an emergency repair (and affects the health and safety of the homeowner), Rock County Policies and Procedures authorize the program administrator to approve a Change Order less than \$5,000 and then report the action at the next committee meeting.

Change Order #1 = \$2,800 added to the CDBG loan for new total of \$50,630

## COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$2,800 to loan referenced above
Signature – Committee Chair	Date



# MEMORANDUM

Date: April 13, 2017

TO: Rock County Planning & Development Committee

FROM: Wisconsin Partnership for Housing Development,  
Administrator for Rock County Homeowner Rehab Program

SUBJECT: Information Item: Change Order Loan ID 020206D1

## SUMMARY:

This project is one that the State Dept. of Administration is requiring that we complete to make repairs to a prior project that the homeowner believed was done incorrectly.

The original loan was approved in the amount of \$3,365. You may recall that the work was to make corrections to plumbing. When the ceiling was opened up, it was determined that prior plumbing work was not done to code and corrections would be required. The cost of this Change Order is \$870.

Change Order = \$870 added to the CDBG loan for new total of \$ 4,235

## COMMITTEE APPROVAL

Change Order Approved	Allocation of additional \$870 to loan referenced above
Signature – Committee Chair	Date



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

**INTEROFFICE MEMORANDUM**

**TO:** Planning & Development Committee  
**FROM:** Colin Byrnes, Director – Planning & Development Agency *CB*  
**SUBJECT:** Semi-Annual Report—Attendance at Conventions/Conferences  
**DATE:** March 31, 2017

**Summary:**

Per County Board Resolution, all department heads are required to submit semi-annual updates regarding attendance or training at conventions or conferences and that exceed a cost of \$1,000 per event, per employee whether in-state or out-of-state. The following is the semi-annual report for July – December 2016:

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

**Cc:** Josh Smith, County Administrator

.ROCK COUNTY, WISCONSIN



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

MEMORANDUM

DATE: January 4, 2017  
TO: Planning and Development Committee  
FROM: Michelle Schultz, Real Property Lister *MS*  
RE: Semi-Annual Report – Attendance at Conferences/Conventions

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

Cc: Josh Smith

