



## MINUTES

**PLANNING & DEVELOPMENT COMMITTEE MEETING  
THURSDAY, OCTOBER 14, 2021 – 8:00 A.M.  
ROCK COUNTY COURTHOUSE N1/N2 CONFERENCE ROOM - (5<sup>th</sup> Floor)  
AND VIA ZOOM**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, October 14, 2021. Chair Sweeney presided. Supervisors present in person: Al Sweeney, Russ Podzilni, Wayne Gustina. Supervisors present via Zoom: Wes Davis, Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Dana Sanwick (Office Coordinator).

Rock County Staff via Zoom: Jennifer Borlick (GIS Manager), Steve Godding (Planner III), Michelle Schultz (Real Property Lister).

Others present via ZOOM: Tim Kienbaum (Town of Beloit), Frank McKern (Batterman).

1. Call to Order  
Roll Call
2. Adoption of Agenda with Amendment  
Strike 5A6 from agenda; town did not have quorum.

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

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held September 23, 2021 at 8:00 am

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

4. Citizen Participation, Communications and Announcements
5. Code Enforcement

A. **Action Item** Land Divisions:

- 2021 053 (Beloit Township) – Majeed (7 Lot Subdivision)

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

**Recommendation:**

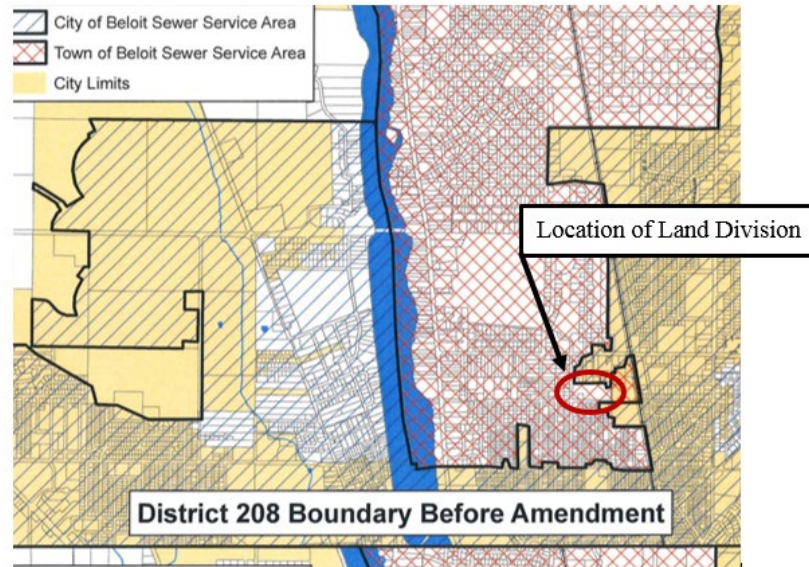
**Staff recommends approval of this major land division # LD 2021 53 in the Town of Beloit with the following conditions:**

- Five (5) proposed lots do not meet the minimum requirement of the A-2 zoning district of 3 acres.

Lot Number	Proposed Lot Size (+/-)				Recommend Zoning
1	11,586	sq.ft.	0.2660	acres	R-1 Single-Family Residential
2	10,198	sq.ft.	0.2341	acres	R-1 Single-Family Residential
3	10,380	sq.ft.	0.2383	acres	R-1 Single-Family Residential
4	10,562	sq.ft.	0.2425	acres	R-1 Single-Family Residential
5	11,001	sq.ft.	0.2525	acres	R-1 Single-Family Residential
6	130,680	sq.ft.	3.0000	acres	Can remain A-2 Zoning
7	173,924	sq.ft.	3.9927	acres	Can remain A-2 Zoning
Total:	358,331	sq.ft.	8.2261	acres	

Recommending lots 1-5 meet the minimum requirements of the R-1 Single-Family Residential zoning district of the Town of Beloit, however final approval of zoning change is at the discretion of the Town.

- These lots are located in the Town of Beloit sewer service area. Per County ordinance, Sewer service area – A land area in which a general or special purpose district is able to provide public sanitary sewer system service given existing infrastructure and capacity, as delineated in either an Areawide Water Quality Management Plan (per Sec. NR 121, Wisconsin Administrative Code) general purpose district comprehensive plan, or special purpose district plan or document.



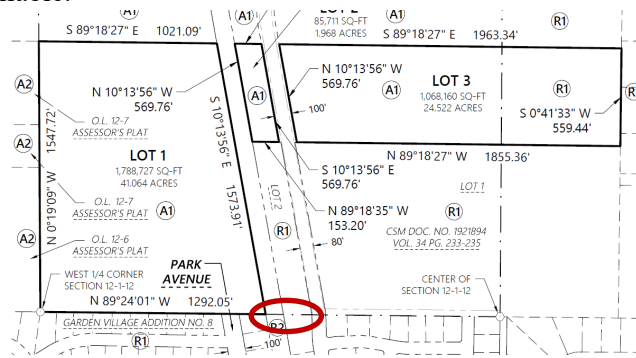
3. Utility easements to be located on lots as requested by utility companies.
  - a. Per 4.116 (4)(a) An easement, entailing a minimum of eight (8) feet on each side of all rear lot lines or side lot lines, running across lots or along front lot lines where necessary, shall be required for the installation of utility facilities. If required, such easements shall be noted as "Utility Easement" on the CSM or Subdivision Plat.
4. Utilities shall be installed prior to the final approval of the subdivision plat. And exception to this requirement may be approved if evidence is provided that the utility installation has been paid or in full and there is an agreement as to which contractor is responsible for site restoration and stabilization.
5. Storm Water Management & Construction Site Erosion Control fall under the Town of Beloit zoning ordinance Chapter 7. The Town may require permits prior to the start of any clearing and grubbing activity.
6. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Beloit.
7. Site improvements may be necessary at the intersections to improve safety. This may include both improvements to the road and/or maintenance of vegetation to improve site distance. Consideration of any necessary improvements may be considered by the Town of Beloit as part of the review process.
8. Final subdivision plat to be submitted and approved by the Planning and Development Agency within thirty-six (36) months of the date of Preliminary approval by the Planning and Development Committee.

2. 2021 055 (Beloit Township) – Wieland and Frey (3 Lot CSM)

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

**The CSM meets the minimum requirements for a minor land division per Rock County ordinance. After reviewing the Survey, staff is recommending approval subject to the following conditions:**

1. Frontage – The length of the front lot line of a lot abutting a street. Lot frontage on a public street shall be at least one hundred (100) feet for all lots without access to a connection to a public sanitary sewer system and at least fifty (50) feet for all lots with access to a connection to said system or fronting a cul-de-sac. Lot 1, though having access to Park Avenue, does not meet the minimum lot frontage if a public sanitary sewer connection is not available.



2. This proposed layout is separated by two right of ways, one being a rail road and the second being road right of way. Access across railroads can be difficult to obtain.
3. Utility easements to be located on lots as requested by utility companies.
  - a. Per 4.116 (4)(a) An easement, entailing a minimum of eight (8) feet on each side of all rear lot lines or side lot lines, running across lots or along front lot lines where necessary, shall be required for the installation of utility facilities. If required, such easements shall be noted as "Utility Easement" on the CSM or Subdivision Plat.
  - b. Utilities shall be installed prior to the final approval. And exception to this requirement may be approved if evidence is provided that the utility installation has been paid or in full and there is an agreement as to which contractor is responsible for site restoration and stabilization.
4. This does fall into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Beloit.
5. The current zoning is A1: Exclusive Agricultural District. The minimum lot size in this district is 35 acres. Lot 2 & Lot 3 do not meet the minimum requirements of this district and therefore a rezone may be required by the Town.

6. Construction Site Erosion Control Permit may be required as per Town Ordinance prior to the start of any clearing and grubbing activity.
7. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
8. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

**Noted: Currently this is being approved as a minor land division. If any additional splits occur to the North within five years the requirements of a Major Land Division (Sub-division) may apply as described further below.**

3. 2021 056 (Janesville Township) – Klipstine (1 Lot CSM)

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

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

1. The new lot does not meet the minimum requirements of the A-1 FP zoning district and should be re-zoned to A-3 zoning district. The re-zoning needs to meet the minimum requirements for 4.3 A-1 FP (6) *Rezoning Land Out of A-1 Farmland Preservation District*.
2. There is a small gap in the west line of the survey.
3. Dedicate a thirty-three foot half road right-of-way along W Mineral Pt Rd at the discretion of the Town.
4. Utility easements to be located on lots as requested by utility companies.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

4. 2021 058 (Rock Township) – Lewis (1 Lot CSM)

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

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

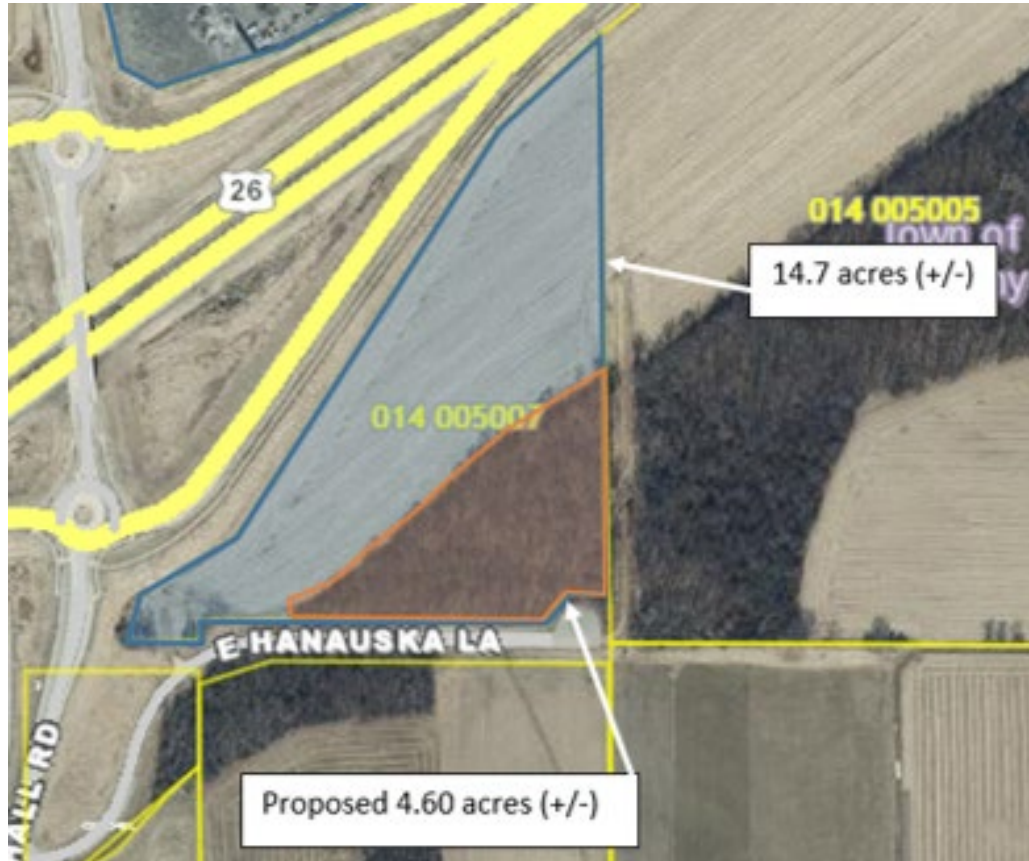
1. The new lot does not meet the minimum requirements of the A-1 FP zoning district and should be re-zoned to A-3 zoning district. The re-zoning needs to meet the minimum requirements for 4.3 A-1 FP (6) *Rezoning Land Out of A-1 Farmland Preservation District*. The list can be found at the bottom of this report.
  2. Dedicate a thirty-three foot half road right-of-way along W Mineral Pt Rd at the discretion of the Town.
  3. Utility easements to be located on lots as requested by utility companies.
  4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
  5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.
5. 2021 065 (Harmony Township) – McWilliam (1 Lot CSM)

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

**Recommendations:**

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

1. Recommending making this a two parcel CSM adding everything located south of the highway 26.



2. The Town may need to re-zone the parcel however Per 4.3 A-1 (3)(O):

A parcel of less than 35 acres may be created by separation from a larger parcel or by consolidation of smaller parcels, provided that the use is consistent with permitted uses or conditional uses in the A-1 District, and further provided that due consideration is given to the effect on remaining land of creation of a limited number of nonfarm residences (1 to 20 ratio for a “base farm tract”) as defined and limited under Wis. Stat. Chapter 91. In addition to any other conditions imposed upon the property, the applicant for a conditional use hereunder may be required to give a deed restriction or similar device to restrict the creation of additional nonfarm residences.”

The new lot needs to meet the minimum zoning requirements for that district.

3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. Note on Final CSM “No buildings which produce wastewater are allowed on Lots 1 or 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies”.
5. This falls into the extra Territorial Jurisdiction (ETJ) Area boundary for the City of Milton.





6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

6. ~~2021-067 (Bradford Township) – Green Valley Farms (1 Lot CSM)~~

7. 2021 068 (Avon Township) – Stoddard (1 Lot CSM)

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

**Recommendations:**

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

1. Note on Final CSM: Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing systems.
2. Dedicate a thirty-three foot half road right-of-way at the discretion of the Town.
3. Meet the minimum zoning requirements for that district.



4. Utility easements to be located on lots as requested by utility companies.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

6. Community Development
7. Economic Development
8. Corporate Planning
9. Finance
  - A. Information Item: Committee Review of Payments
  - B. **Action Item:** Transfers
10. Director's Report
11. Committee Reports
12. Adjournment at 8:50AM

**Moved** by Supervisor Gustina    **Seconded** by Supervisor Podzilni

**Future Meeting Dates**

October 28, 2021  
November 11, 2021