



## MINUTES

### PLANNING & DEVELOPMENT COMMITTEE MEETING THURSDAY, FEBRUARY 25, 2021 – 8:00 A.M. Meeting was teleconferenced using Zoom

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, February 28, 2021. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina, Russ Podzilni, and Robert Potter. QUORUM PRESENT.

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

Citizens Present: Leo Johnson, Ron Combs (Combs & Assoc), and Kristin Belongia (Batterman)

1. Call to Order. Roll Call.
2. Adoption of Agenda

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

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held February 11, 2021 at 8:00 am

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

4. Citizen Participation, Communications and Announcements  
**None**

5. Code Enforcement

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

1. 2020 079 (Clinton Township) – Brandl (1 Lot CSM)  
**Moved** by Supervisor Gustina, **Seconded** by Supervisor Potter  
**Approved (5-0) with Conditions**

#### **Conditions:**

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

2. Note on Final CSM: "Lot 1 contains existing building which utilize as existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system."

3. Proposed lot lines must include the POWTS area with the building which utilizes the system.
4. Comply with the standards in the Town of Clinton Zoning Ordinance related to creating a new lot in the A1 Zoning District.
5. Dedicate a 33 foot half road right of way along E Lakeshore Rd at the discretion of the Town of Clinton.
6. Dedicate a 40 foot half road right of way along County Hwy J.
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 the final approval.

2. 2021 002 (Clinton Township) – Janke (1 Lot CSM)  
**Moved** by Supervisor Davis, **Seconded** by Supervisor Potter  
**Approved (5-0) with Conditions**

**Conditions:**

1. The Plat of Survey, for the combination of the two lots that adds up to 80.881 acres shall be filed as part of this process.
2. Per Section 4- 4.5 of the town of Clinton zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended zoning to General Rural District Three (Ru-3) also referred to in the zoning district as A-3.
  - a. Per the Ru-3 (A-3) zoning the minimum rear yard Setback is 50 feet and side yard is 20 feet. Please verify that all setback with the new parcel lines are being meet.
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: "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." Proposed lot lines must include the system area with the building which utilizes the system.
5. Dedicate 33 foot half road right of way along Hwy 67.
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.

3. 2021 003 (Clinton Township) – Johnson (1 Lot CSM)  
**Moved** by Supervisor Potter, **Seconded** by Supervisor Podzilni  
**Approved (5-0) with Conditions**

**Conditions:**

1. Per Section 4- 4.5 of the town of Clinton zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended zoning to General Rural District Three (Ru-3) also referred to in the zoning district as A-3.
  - a. Per the Ru-3 (A-3) zoning the minimum rear yard Setback is 50 feet and side yard is 20 feet. Please verify that all setback with the new parcel lines are being meet (where possible on the existing parent parcel) .
2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
3. 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." Proposed lot lines must include the system area with the building which utilizes the system.
4. Dedicate 40 foot half road right of way along County Hwy P.
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 004 (Center Township) – Sayre (1 Lot CSM)  
**Moved** by Supervisor Davis, **Seconded** by Supervisor Potter  
**Approved (5-0) with Conditions**

**Conditions:**

1. Per Section 4- 4.5 of the town of Centers zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended zoning to A-3.
  - a. Per the A-3 zoning the minimum rear yard Setback is 30 ft. please verify that the 30 foot setback is being meet.
2. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).

3. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal are approved by the necessary governmental agencies".
4. Dedicate 33 foot half road right of way along N Dohs Rd at the discretion of the Town of Center.
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.
5. 2021 005 (Porter Township) – Gomez (2 Lot CSM)  
**Moved** by Supervisor Potter, **Seconded** by Supervisor Podzilni  
**Approved (5-0) with Conditions**

**Conditions:**

1. The zoning is A-E, this needs to meet the base farm track requirements.
2. Maximum lot cover Per 3-3(1) ( E ) (2)(f) (2) of the town ordinance lots 3 acres and less: 15%.
3. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
4. Town of Porter standard tree planting condition of 25 feet mature height and 25 feet off property line.
5. Note on Final CSM: "W County Road M to be re-dedicated."
6. Note on Final CSM: "Lot 1 and 2 contain 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." Proposed lot lines must include the system area with the building which utilizes the system.
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.

6. Community Development

Andrew Baker shared that there was a meeting to discuss staffing the Housing Authority Committee. The following were in attendance: Andrew Baker, Josh Smith, Chair Bostwick, Vice-Chair Davis, Supervisor Williams, and Billy Bob Grahn.

7. County Surveyor

A. Informational Item: Update regarding re-monumentation project.

Surveyor Brad Heuer reported there are 60 section corners remaining in Rock County that do not have "survey-grade" coordinates since they were computed using Survey Maps and Records. The Survey department would like to use grant funds to focus on these Section Corners to field verify them and update their accuracy to "Survey-Grade". Many of these corners are in hard to reach areas of the county and many have outdated survey records. This makes it difficult to know how much cost is remaining per section corner but the grant funds should get us close to being completed per the Statewide parcel mapping project's specifications. "Remonumentation" is an on-going process since there will always be maintenance. This includes corners destroyed by construction as well as corners that have records that need updating.

8. Economic Development

**None**

9. Finance

A. Information Item: Committee Review of Payments

**None**

B. **Action Item:** Transfers

**None**

10. Director's Report

A. Informational Item: 2020 Census Data - Redistricting Update

2020 Census data release will be delayed until at least September 2020. This means the districts created after the 2010 Census may be used for the 2022 elections. Redistricting may be delay until sometime in 2022.

B. Introduced Steve Godding – new Planner III

11. Committee Reports

**None**

12. Adjournment at 8:51AM

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

**Future Meeting Dates**

March 11, 2021 8:00 AM

March 25, 2021 8:00 AM