



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, DECEMBER 12, 2013 – 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. Minutes of Meeting held Thursday, November 14, 2013
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
  - A. **Action Item:** Preliminary Land Division Approval
    - LD2013 044 (Plymouth Township) – Chris & Tippy Phillips
6. Finance
  - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
7. Community Development
  - A. **Action Item:** Project ID 020705-D-2
8. Committee Reports
9. Directors Report
  - A. City of Edgerton CDBG Monitoring Visit by DOA
  - B. Town of Clinton Road Right of Way/Floodplain
10. Adjournment

**Future Meetings/Work Sessions**

Thursday, January 10, 2014 (8:00 am)  
Thursday, January 24, 2014 (8:00 am)  
Thursday, February 13, 2014 (8:00 am)  
Thursday, February 27, 2014 (8:00 am)



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

**INTEROFFICE MEMORANDUM**

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

**FROM:** Planning & Development Agency Staff

**SUBJECT:** Preliminary Approval of Land Division

**DATE:** December 5, 2013

**Summary:**

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

- LD2013 044 (Plymouth Township) – Chris & Tippy Phillips

**Recommendation:**

P&D Agency Staff recommends Preliminary Approval of Land Division LD2013 044 with conditions as indicated.



AGENCY USE ONLY

Application Number: 2013-044

Received By - Date: 10-31-13  
(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:	Chris & Tippy Phillips	Telephone:	608 756 0300
Address:	8307 W Stuart Road	City:	Orfordville
		State:	WI
		Zip:	53576
b. Name:	Bill & Angela Zimney	Telephone:	
Address:	2202 S River Road	City:	Janesville
		State:	WI
		Zip:	53546

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

a. Surveyor name:	Batterman	Telephone:	365-4464
Address:	2857 Bartells Drive	City:	Beloit
		State:	WI
		Zip:	53511
b. Developer name:	Chris & Tippy Phillips	Telephone:	608 756 0300
Address:	8307 W Stuart Road	City:	Orfordville
		State:	WI
		Zip:	53576

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

### LAND DIVISION INFORMATION

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

10. Land division area location: Town of Plymouth ne & se 1/4 of nw 1/4  
Section 26 Tax parcel number(s) - 6-15-249.2 & # not yet determined

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): 45.42ac	14. Land division area (Square feet or acres): 45.42ac	15. Current zoning of land division area: A1
16. Number of new/additional lots created by land division: ONE	17. Future zoning of new/additional lot(s) created by land division: A3	18. Future zoning of parent lot: A1

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

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

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

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

### APPLICANT STATEMENT AND SIGNATURE

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

LANDOWNER/PRIMARY CONTACT SIGNATURE: Chris Phillips DATE: 10-30-13

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 <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"/>	
c. <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"/>	
d. 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"/>	
e. 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"/>	
f. 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"/>	
g. 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 checked="" type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(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"/>	
(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"/>	
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	1 INCH = 300 FEET
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"/>	

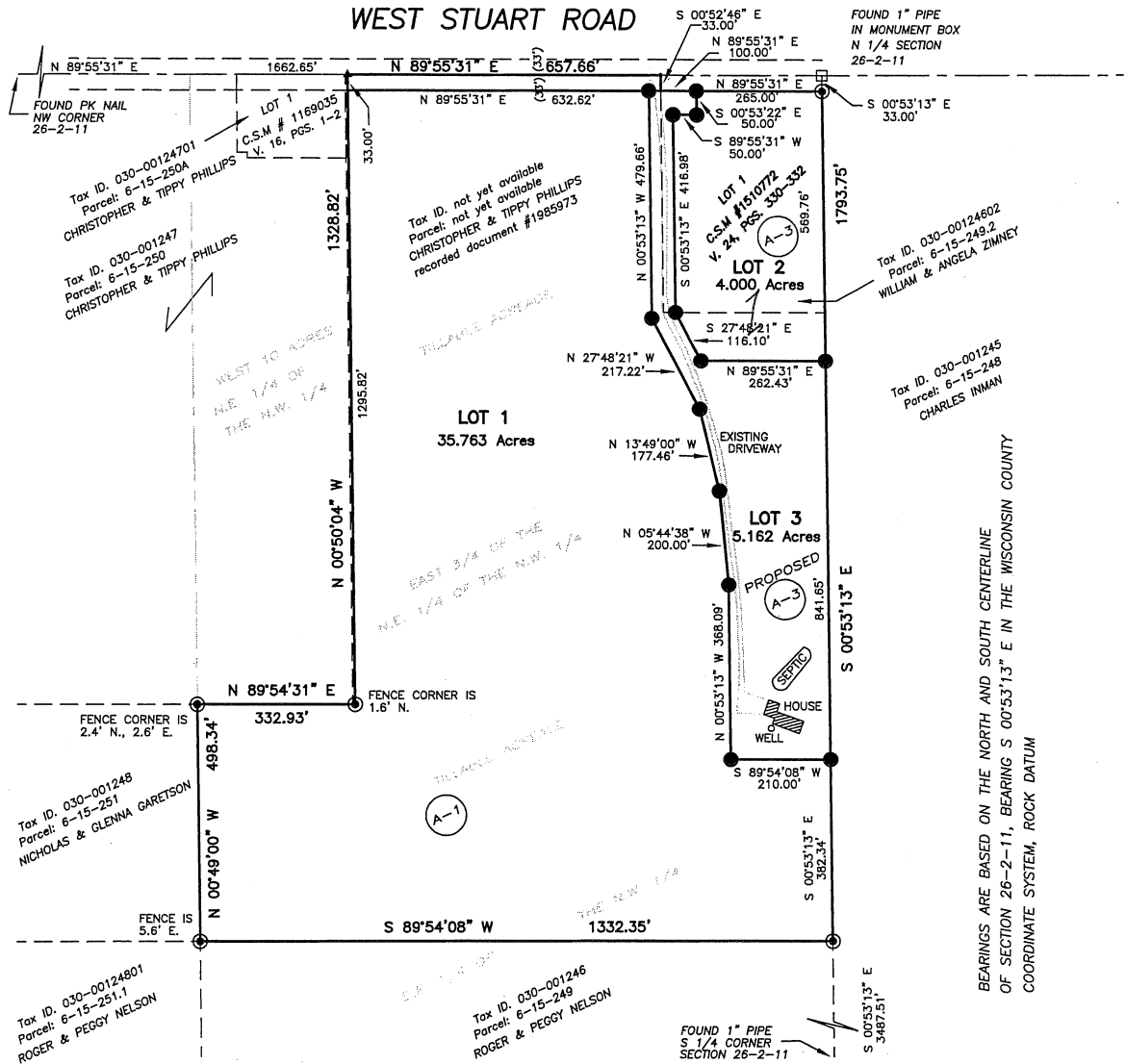
THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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

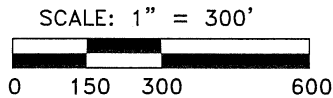
# CERTIFIED SURVEY MAP

OF LOT ONE OF CERTIFIED SURVEY MAP DOC. NO. 1510772, AS  
 RECORDED IN VOLUME 24 ON PAGES 330-332 OF CERTIFIED SURVEY MAPS,  
 AND PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER  
 AND PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER  
 ALL IN SECTION 26, T. 2 N., R. 11 E., OF THE 4th P.M.,  
 TOWN OF PLYMOUTH, ROCK COUNTY, WISCONSIN.



### MONUMENT KEY

- Iron Rebar Set 3/4" x 24" (1.5 Lbs./Ft.)
- ⊙ Iron Pipes Found —X—X— Fences
- ⊙ Iron Rebar Found —○— Alum. Mon. Found
- (xxxxxx) Record Data



ORDER NO. 31692  
 FOR CHRIS & TIPPY PHILLIPS  
 DATE OCTOBER 30, 2013  
 BOOK 555 PG 50  
 SHEET 1 OF 5  
 File Name: J:\31651-31699\31692 Phillips\3 lot exhibit for Phillips version 2.dwg

**Batterman**  
 engineers surveyors planners

2857 Bartells Drive Beloit, Wisconsin 53511  
 608.365.4464 www.rhbatterman.com



4

# TOWN OF PLYMOUTH

P.O. Box 464

Hanover, Wisconsin 53542

608.879.4012

townofplymouth@gmail.com

Larry Harding: Chairman  
Sue Douglas: Clerk

Bill Orchard: Supervisor  
Tippy Phillips: Treasurer

Sean Snyder: Supervisor  
Brad Inman: Chair-Plan & Zone

Date: 11-18-2013

Colin M. Byrnes – Director  
Rock County Planning & Development  
51 S. Main St.  
Janesville, WI. 53545

**RECEIVED**

NOV 19 2013

ROCK CO. PLANNING, ECONOMIC AND  
COMMUNITY DEVELOPMENT AGENCY

RE: Christopher & Tippy Phillips  
Land Division Application

Dear Colin,

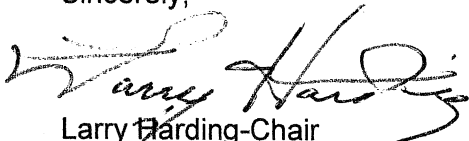
As agreed this memo clarifies the land division application enclosed which did not meet the recent MOA between Town of Plymouth and Rock County Planning flow chart procedure to be reviewed by your committee first. Through confusion the application was presented to the town P&Z committee first as there is a rezoning of this property and land division. As chair of the town I take responsibility for this error in guidance and apologize to you and your committee.

Also as we agreed, to expedite this matter I requested for the town P&Z committee on 10-29-2013 to accept the proposed CSM of the property as a request for land division first, then address the rezoning application.

As a "Flag Property" these conditions apply: 1. 50ft of driveway/pole width the entire distance of the "pole" between properties. 2. No deed restrictions on planting vegetation of any kind on the property including the access driveway/pole. 3. All measurements are to meet the proposed CSM on the land division presented to the P&Z committee.

Thank you and your committee for understanding the error and learning curve in this matter. Any further questions or assistance with this request contact please feel free to contact me.

Sincerely,



Larry Harding-Chair  
Town of Plymouth, Rock Co., WI.

CC: Town File



Application Number: LD 2013 044 Phillips

# 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:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin: If you answered Yes, proceed to 4. If you answered No, proceed to 5.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement:	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Land division is in an Agricultural Resources Priority Area, per the <i>Rock County Farmland Preservation Plan</i> :	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Land division will require a zoning change:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

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

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

AGENCY RECOMMENDATION	
10. Agency recommendation: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Note on Final Map: "No buildings which produce wastewater are allowed on Lot 1."	
2. Existing structures shall meet setback regulations.	
3. Note on Final map: "Since Lot 3 contains existing buildings which utilize an existing private sewage system no soil evaluation"	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: <u>Colin M. Brynes</u>	DATE: <u>11/11/13</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>No less than 50 feet for driveway</u>	
2. <u>Vegetation may be planted along the 50 ft access</u>	
3. <u>Must match proposed survey map signed by Phillips &amp; PZ members.</u>	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: <u>Larry Halpin</u>	DATE: <u>11/12/13</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 checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
17. If you answered Approve With Conditions to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____	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. on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system."
- 4. Show septic and well locations for existing structures on final CSM.
- 5. Applicant records a deed restriction for future development of the property.
- 6. Deed restriction document coordinated with and is approved by Agency Staff.
- 7. Final CSM submitted to and approved by Agency Staff on or before 1 year after Preliminary Approval.
- 8. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.
- 9.
- 10.

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

Section 4.116(2)(e) of the Rock County Code of Ordinances gives the parameters for creating a "flag lot". The proposed "pole" for Lot 3 does not meet minimum lot width (50' instead of 100') and exceeds the maximum length (596' instead of 250'). The Ordinance allows some flexibility in design if certain criteria are met. The applicant has asserted that keeping the maximum acreage of tillable land on Lot 1 is a priority. Therefore, the request to reduce the width of the pole to 50'. The length of the pole is a function of the location of the existing residential structure built between 2005 and 2008. Staff recommends recording a deed restriction on future development preserving the tillable acreage for Lot 1.

**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 APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
13-1730-0000-64702	SEC CORNER MONUM	P1303430	10/31/2013	AMERICAN INDUSTRIAL STEEL AND	310.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	500.00	0.00	0.00	310.00	190.00
				<b>SURVEYOR PROG TOTAL</b>	<b>310.00</b>

I have examined the preceding bills and encumbrances in the total amount of **\$310.00**

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

A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **DEC 12 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
64-6400-0000-63200	PUBL/SUBCR/DUES	P1303578	11/14/2013	WISCONSIN TAXPAYERS ALLIANCE	38.45
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,348.00	1,116.18	0.00	38.45	193.37
64-6400-0000-67172	C.A. \$500-\$999	P1303349	10/21/2013	CDW GOVERNMENT INC	705.21
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	706.00	0.00	0.00	705.21	0.79
<b>PLANNING PROG TOTAL</b>				<b>743.66</b>	
64-6460-0000-63110	ADMIN.EXPENSE	P1300376	11/20/2013	FEDERAL EXPRESS CORP	33.15
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	33,030.00	22,895.77	33.15	33.15	10,067.93
<b>HOUSING GRANT CLEARING ACCOUNT PROG TOTAL</b>				<b>33.15</b>	
64-6900-0000-63107	PUBL & LEGAL	P1300375	10/31/2013	BELOIT DAILY NEWS	119.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	188.00	166.04	119.56	119.56	(217.16)
<b>BOARD OF ADJUSTMENT PROG TOTAL</b>				<b>119.56</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$896.37**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **DEC 12 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE  
 REQUEST FOR COMMITTEE ACTION



Date: December 12, 2013

Project ID(s)

020705-D-2

Project Recommended By

Dave Somppi, William Shipley

Funding Source(s)

CDBG-Program Income

HOUSEHOLD INFORMATION

Household Size: 1 Annual Income: \$27,194 Location: City of Milton

ASSESSED VALUE INFORMATION

Land	\$ 41,600	Fair Market Value	\$ 129,200
Buildings	\$ 84,400	When Determined	2013
Total	\$ 126,000		

MORTGAGES OR LIENS

1. \$ 58,770	3. \$	<b>TOTAL MORTGAGE(S)</b>
2. \$ 41,324	4. \$	
Available Equity \$29,106	Is there 5% owner equity in the property? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

VERIFICATIONS

Income     Insurance     Taxes     Title and Mortgage     Ownership

Disclosure of Potential Conflict of Interest    Yes  None

SUMMARY OF PROPOSED WORK

Extensive rehabilitation work was conducted on this house. The Health Dept. conducted a risk assessment of this property to determine lead hazards that will need to be addressed. Staff consulted with the Health Department to develop these work items. The risk assessment found the following items were found to be lead hazards that will require treatment.

- WINDOW SILLS – FOR EXTERIOR WINDOWS: All 23 throughout house. Wash and rinse sills.
- PORCH WINDOW SASHES – Remove windows. Wrap all interior and exterior painted components with custom formed aluminum. Wash and rinse
- INTERIOR DOORS – OPENING FRAMES – CASINGS:: Replace the following interior doors, jambs, casings, and thresholds: Bedroom #1, Bedroom #5, Top of 1<sup>st</sup>-2<sup>nd</sup> floor stairs, Basement stairway, back door coat rack board.
- EXTERIOR DOORS: Replace the following exterior doors, jambs, casings, and thresholds: Garage entry door, Main entry door, front porch entry
- BASEBOARDS & SHOE MOLDING: Replace baseboards and shoe moldings in the following rooms with good quality pre-finished replacement materials: Living Room, Storage Room, Bedrooms #2-#3-#5
- FRONT PORCH INTERIOR WALL: Install insulation board and good quality siding on front porch interior.
- FLOORS: Install good quality carpet as floor covering in the following locations: Bedrooms #2-#3-#5, Front porch
- FASCIA-SOFFIT: Install good quality metal aluminum for all fascia-soffit not currently covered, 2<sup>nd</sup> floor Gable ends and drip edges. Conducting this work will address all lead hazards on this property. The funds will be made available in the form of a grant and will not require repayment.

TYPE OF PROJECT

CDBG-Program Income

RECOMMEND TOTAL PROJECT BID OF

\$ 15,230

COMMITTEE ACTION

APPROVE     DENY    Committee Approved Bid Total    \$ \_\_\_\_\_

Signature of Planning & Development Committee Chair

Date