



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, AUGUST 23, 2012 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
ROCK COUNTY COURT HOUSE
JANESVILLE, WI
AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of Meeting held Thursday, August 9, 2012
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Preliminary Approval of Land Divisions
 - LD 2012 029 (Johnstown Township) – Friedo Hillman (Tabled at August 9, 2012 Meeting)
 - B. **Action Item:** Approval of a public street connection on a Controlled Access County Highway – City of Janesville extension of N. Wright Rd. to CTH Y
 - C. Information Item: Proposal to refund Land Division Fees if a Town denies a Land Division Application.
6. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
7. Community Development
 - A. **Action Item:** Project ID 020721D1 (\$3,200)
 - B. Information Item: Discussion of Appraisal Methodology
 - C. Information Item: Status Report on Community Development Small Cities Block Grant Project (Project ID 020704D1)
8. Farmland Preservation Planning Report
 - Technical Advisory Committee Meeting
9. Planning Director's Report
 - Beloit Area Water Quality Planning

10. Committee Reports
11. Set November and December Meeting Dates
12. **EXECUTIVE SESSION:** Per Section 19.85(1)(f) Wis. Stats. – To Consider
Disciplinary Data of a Planning Department Employee
13. Adjournment

Future Meetings/Work Sessions

September 13, 2012 (8:00 AM)
September 27, 2012 (8:00 AM)
October 11, 2012 (8:00 AM)
October 25, 2012 (8:00 AM)



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Preliminary Approval of Land Division

DATE: August 23, 2012

Summary:

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

- 2012 029 (Johnstown Township) – Friedo Hillman

Recommendation or Action:

P&D Agency Staff recommends Preliminary Approval of Land Division 2012 029 with conditions as presented.



AGENCY USE ONLY	
Application Number:	2012-029
Received By - Date (MM/DD/YYYY):	6-27-12

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:	Friedo Hillmann	Telephone:	608-868-7552		
Address:	5744 Tarrant Road	City:	Milton	State:	WI Zip: 53563
b. Name:	Donna Hillmann	Telephone:	608-868-7552		
Address:	5744 Tarrant Road	City:	Milton	State:	WI Zip: 53563
7. AGENT (SURVEYOR AND DEVELOPER)					
a. Surveyor name:	Southwest Surveying & Associates	Telephone:	262-495-4910		
Address:	P.O. Box K	City:	Palmyra	State:	WI Zip: 53156
b. Developer name:		Telephone:			
Address:		City:		State:	Zip:
8. Identify the individual from 6. or 7. that will serve as the primary contact: <input checked="" type="checkbox"/> 6a. <input type="checkbox"/> 6b. <input type="checkbox"/> 7a. <input type="checkbox"/> 7b.					

LAND DIVISION INFORMATION

9. Reason for land division: <input type="checkbox"/> Sale/ownership transfer <input type="checkbox"/> Farm consolidation <input type="checkbox"/> Refinance <input checked="" type="checkbox"/> Other: restructure		
10. Land division area location:	Town of Johnstown	SE 1/4 of NW 1/4
	Section 17	Tax parcel number(s) - 018 001141
11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify: City(s)/Village of		
12. Land division area is located adjacent to (check all that apply): <input type="checkbox"/> Local/Town road <input checked="" type="checkbox"/> County highway <input type="checkbox"/> State highway <input type="checkbox"/> U.S. highway		
13. Landowner's contiguous property area (Square feet or acres): 116 Acres	14. Land division area (Square feet or acres): 5 Acres	15. Current zoning of land division area: A-1
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: A-1	18. Future zoning of parent lot: A-1
19. Covenants or restrictions will be placed on the land division area: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, identify covenants or restrictions: Conditional use: Johnstown 2012 A-3 restrictions		
20. A residential building is currently located in the land division area: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, the building utilizes a: <input checked="" type="checkbox"/> Private onsite wastewater treatment system <input type="checkbox"/> 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: <u>Friedo Hillmann</u>	DATE: <u>6-27-12</u>
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1

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"/>	
(2) Streets, alleys, and public ways:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(3) Driveways:	<input type="checkbox"/>	<input type="checkbox"/>	obvious
(4) Rail lines:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(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 type="checkbox"/>	n/a
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(9) Vegetative land cover type:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input type="checkbox"/>	obvious images
(12) Surface water features:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(13) Drainageways:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(14) Detention or retention areas:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(15) Cemeteries:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(16) Bridges/culverts:	<input type="checkbox"/>	<input type="checkbox"/>	n/a
(17) Rock outcroppings:	<input type="checkbox"/>	<input 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 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 type="checkbox"/>	n/a
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input 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 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

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PRELIMINARY CERTIFIED SURVEY MAP

BEING A PART OF THE SE 1/4 OF THE NW 1/4 AND A PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 17,
T3N, R14E, TOWN OF JOHNSTOWN, ROCK COUNTY, WISCONSIN

NOTE:

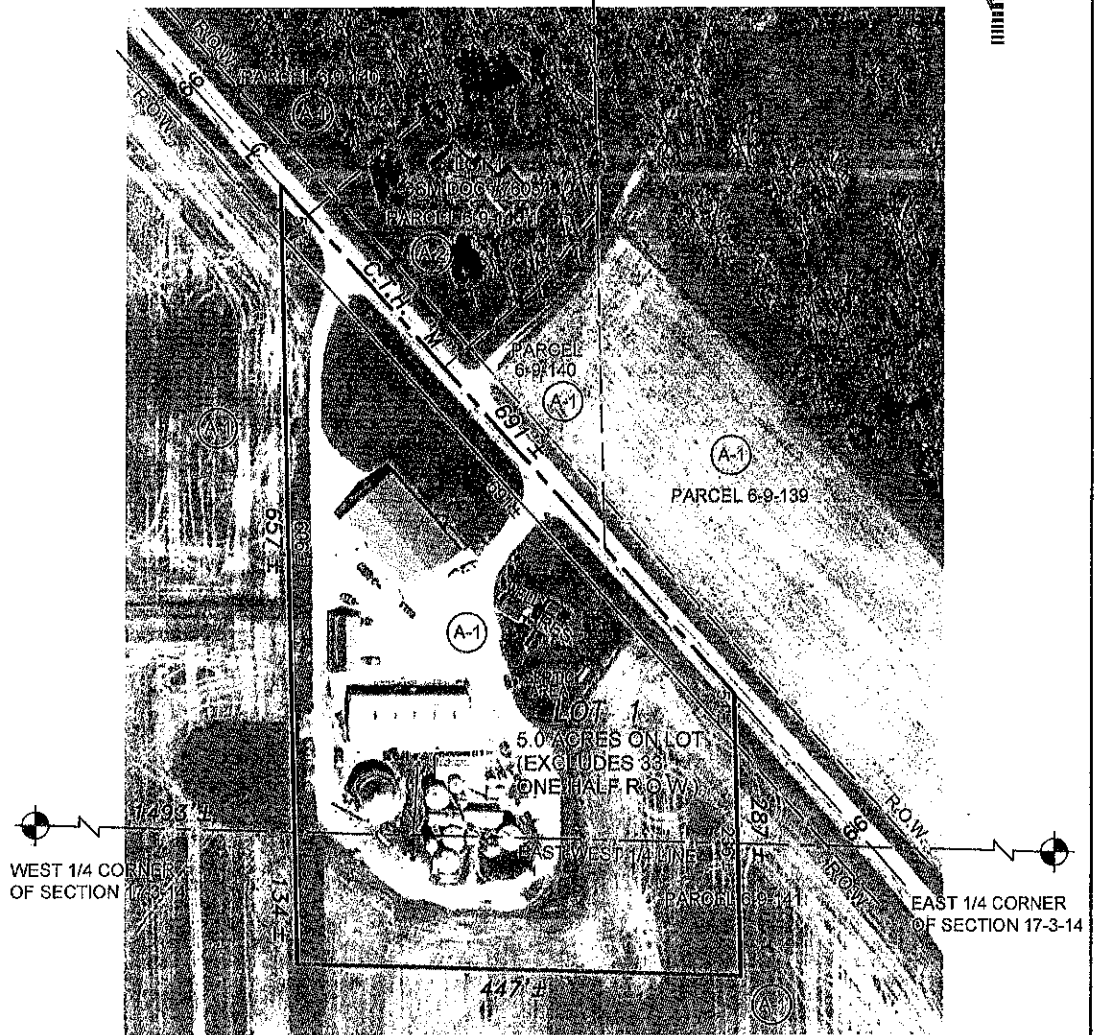
This map was compiled from public data supplied by the Jefferson County Land Information Department and is not a substitute for an actual field survey and is limited by the quality of the data from which it was assembled. The dimensions are approximate and will vary upon an actual field survey. To be used for planning purposes only.

GRAPHIC SCALE



(IN FEET)

1 inch = 150 ft.



SOUTHWEST

SURVEYING & ASSOCIATES, Inc.

P.O. BOX K, PALMYRA, WI. 53156
262-495-4910
920-674-4884

JOB No.: H-212109
DATE: APRIL 13, 2012
SHEET 1 OF 1



=====
Application Number: LD 2012 029
=====

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"/>
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, drainage, 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"/>

4

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. Existing structures shall meet setback regulations	
2. Note on Final Map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was	
3. required at the time of 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>Colin M. Brynes</u>	DATE: <u>7/20/2012</u>
TITLE: <u>Administrator - Rock County Planning, Economic & Community Development Agency</u>	

TOWN ACTION	
13. Town action: <input type="checkbox"/> Approve <input 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. _____	
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 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 & Development Committee</u>	

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AGENCY RECOMMENDATION

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

- 3. Show septic and well location on Final Map.
- 4. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before 2/17, 2013.
- 5. 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.
- 6. 40-foot Half-Road-Right-of-Way along CTH-M dedicated to the Public (Rock Co.) 33 ft. right of way
- 7.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

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:

From: John Hillmann <hllmnn@gmail.com>
To: <planning@co.rock.wi.us>
Date: 8/10/2012 9:26 AM
Subject: Email Sent via Rock County Website: Note for Paul Benjamin | RE LD 2012 029

Submitted by:
John Hillmann <hllmnn@gmail.com>

Paul,

On behalf of Friedo Hillmann, my brother and I appeared at the planning meeting Thursday to express a couple issues with the agency recommendation for LD 2012 029. This agenda item was tabled until Colin returns. After the meeting, Jeff (my brother) was asked to clarify the condition issues to make sure the secretary had correct notes. In response, the following proposed agency recommendations are acceptable with us for LD 2012 029. They are very much the same other than clearly specifying the intent of side and rear setbacks and removing the 40-foot dedicated ½-road right of way. The dedicated and owners certification on final plat are the key opposition points.

Proposed Agency recommendations:

11. Approve with conditions

1. All structures shall meet current side and rear setback regulations.
2. Note o Final Map: Lot 1 contains existing buildings that utilize an existing private sewage system; no soil evaluation on the lot was required at the time of this survey.
3. Show septic and well location on Final Map.
4. Final CSM (1 year time frame) submitted to local approval must be within 6 months of their last approval and 24 months of the first approval.

Thank you for your assistance in this mater, any questions or if the agency would like to meet and discuss this prior to the next meet please call 608 201 4049
John Hillmann



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: New road access to intersect with an existing Controlled Access CTH Y in Harmony Township

DATE: August 23, 2012

Summary:

As a part of the State Road 26 Expansion Project, Wright Road will be extended to intersect with County Road Y in Harmony Township.

Section 17.14(2) of the County Trunk Highway Access Control states, "No public street or highway shall be opened into or connected with any controlled-access highway without written approval of the Rock County Transportation Committee and the Rock County Planning and Development Committee."

The Rock County Public Works Committee approved the road extension at their 8/9/12 meeting.

Recommendation:

Staff recommends approving new Wright Road entering onto County Road Y.

DRIVEWAY ACCESS PERMIT REQUEST

Date: July 24, 2012

Name: Mark Vesperman, P.E., Wisconsin DOT
(Husband & Wife, Corporation or Business Name, or Governmental Body)

2101 Wright Street Madison WI 53704
Current Mailing Address City State Zip

Telephone – Where can you be contacted between 7:00 am and 4:00 pm:

Home: _____ OR Work: 608-246-7548

PLEASE PLACE TWO STAKES, ONE AT EITHER END OF THE PROPOSED CULVERT

Check should be made payable to the Rock County Treasurer.

- | | |
|--|---|
| <input type="checkbox"/> Intersecting Public Road - \$500.00 | <input type="checkbox"/> Shared Access. \$150.00 per property Owner |
| <input type="checkbox"/> Private Entrance - \$150.00 | <input checked="" type="checkbox"/> Park Access or access to Public Lands –
No Fee Required for other governmental bodies. |
| <input type="checkbox"/> Commercial Entrance - \$1,000.00 | |
| <input type="checkbox"/> Field Entrance - \$100.00 | |

Location of Proposed Driveway

Subdivision: Connects to Ridges of Rock County Subdivision Lot Number N/A, On unplatted land

Road Name CTH Y Side of Road East

Distance 700 Feet or Miles - North of North Walnut Grove Road
Direction Nearest Cross Street

Town Harmony Section 5

Driveway Construction: Gravel Asphalt Concrete (See 11, Page 5)
(Circle Surface Type)

General Location: Extension of N. Wright Road to intersect with CTH Y. Intersection is T-bypass type which incorporates right and left turn lanes from CTH Y onto N. Wright Road. Includes curb and gutter radii and culvert.

Recommendations:

Culvert Required: Size _____ Length _____ Feet

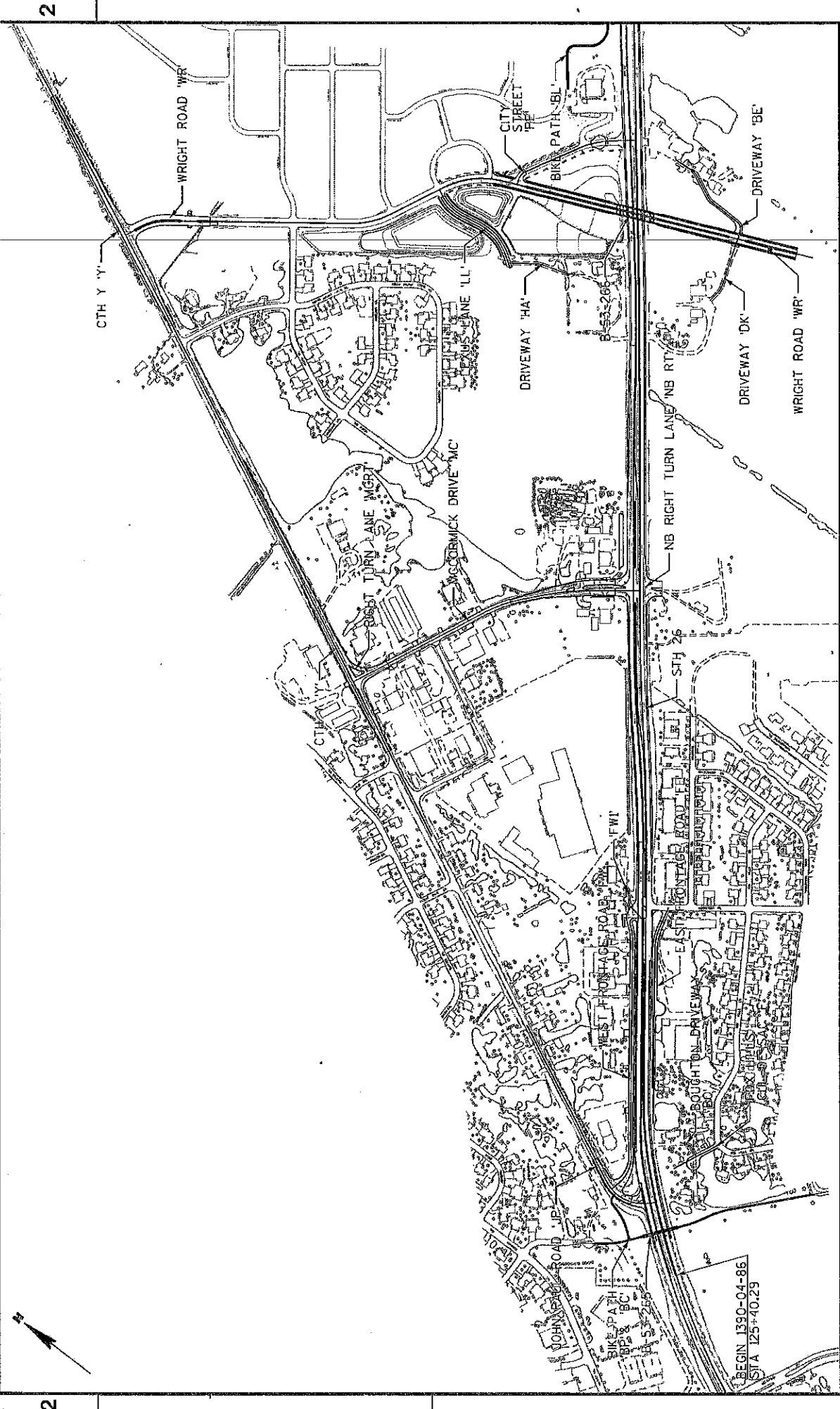
Reviewed By: _____ Date: _____
Planning and Development Department

Comments: _____

Inspected By: _____ Date: _____

Public Works Department

8



2

PROJECT NO: 1390-04-86
 HWY: STH 26
 COUNTY: ROCK
 PROJECT OVERVIEW
 PLOT DATE: 04/20/86
 PLOT BY: J. L. BLOTT
 PLOT NAME: 1390-04-86-01

SHEET 3

E

BEGIN 1390-04-86
 STA 125+40.29

9



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Refunding of Town Denied Land Division Application Fees

DATE: August 23, 2012

Summary:

A local Surveying firm has indicated the Rock County Planning and Development Agency should consider refunding a portion of a Land Division Application Fee under certain circumstances. By ordinance the Rock County Planning & Development Committee does not vote on a proposed Land Division until the Town in which the proposed division is located acts. The request asks for a refund if the Town denies the division. The rationale being that it would not go to the County Planning & Development Committee and therefore reduce costs.

The surveying firm implies there is a risk factor under the new ordinance that was not present with the old. Within the new code and itemized in the application instructions is the following:

1. Landowner prepares, or contacts land surveyor/developer (agent) to prepare, a conceptual sketch of land division.
2. Landowner and/or agent contact **Town, Rock County Planning, Economic & Community Development Agency** (Agency) and **City(s)/Village** (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials to determine feasibility of land division.
3. If land division is deemed feasible by these parties, landowner/agent (applicant) prepares preliminary land division application, to include a *ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM* and a preliminary map to specifications, and submits copies to the Agency, along with the application fee. (The Town requires a separate application fee. Please contact Town clerk for details.)
4. Agency provides application to other reviewing parties, including Town, for review and comment.

5. Agency reviews application and other reviewing parties comments, makes recommendation (either "APPROVE", "APPROVE WITH CONDITIONS", or "DENY"), and provides recommendation to other reviewing parties, including Town.

So, some of the risk should be eliminated by the consultation process with the approving bodies ahead of time. Also, the steps listed above show the work required by the Agency to get to the point of a Town action (approval or denial). But, it appears in this request the question is if it ever happens the applicant wants some of their money back. If the Committee deems this request as appropriate they should also factor in the cost of the refunding process in their calculations.



- Land Surveying
- Land Planning
- Civil Engineering

July 30, 2012

Rock County Planning & Development Committee
51 S. Main Street
Janesville, Wisconsin 53545

Dear Committee Members,

Since the implementation of the revised land division ordinance and the process that we are now using, an issue has come up that I feel needs to be addressed. Under the new process fees and applications to the Towns and County are submitted at the same time. The county reviews the land division and forwards comments to the town. The Town then acts. Then the County acts. My concern relates to having my clients in some cases have to pay \$1,300 to \$1,400 in fees (County & Town) and then have the Town say "No" and losing \$1,300 to \$1,400 in fees for this.

Under the old process, we would sometimes submit the rezone application to the Town first and get that approval prior to submitting to the County.

In talking with staff, perhaps a 50% refund of the County Fee would be in order, since staff has spent some time on the project, but it hasn't been taken to the Committee level yet.

This issue hasn't happened yet, but I would like to have some sort of policy in place prior to it actually happening.

Thanks for your consideration.

Steven Lathrop, Vice-President

A handwritten signature in black ink, appearing to read "Steven Lathrop", written over the typed name and company name.

Combs & Associates, Inc.

Account Number	Name	Yearly Prcnt Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464000000-63100	OFC SUPP & EXP	3,500.00	56.1%	1,965.73	0.00	1,534.27	55.00	
		08/13/12 -VN#014372		MARTIN, CHERYL				
				CLOSING BALANCE		1,479.27		55.00
6464000000-63200	PUBL/SUBCR/DUES	1,507.00	64.0%	804.50	161.03	541.47	8.97	
		P1202501-PO# 08/13/12 -VN#017520		WISCONSIN NATURAL RESOURCES				
				CLOSING BALANCE		532.50		8.97
		PLANNING		PROG-TOTAL-PO			63.97	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$63.97 INCURRED BY PLANNING. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____

AUG 23 2012

DATE _____ CHAIR _____

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
646420000-64200	TRAINING EXP	575.00 30.6%	176.25	0.00	398.75		
		08/13/12 -VN#029132	OTTERSTEIN, JAMES			20.00	
CLOSING BALANCE					378.75		20.00
ECONOMIC DEVELOP						20.00	
PROG-TOTAL-PO							

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$20.00 INCURRED BY ECONOMIC DEVELOPMENT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

AUG 23 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN.EXPENSE	49,895.00 44.3%	22,705.45	-568.47	27,758.02		
	P1201582-PO# 08/13/12 -VN#040414			GRAINGER INDUSTRIAL SUPPLY INC		34.40	
				CLOSING BALANCE	27,723.62		34.40
				HG CLRING A/C		34.40	
				PROG-TOTAL-PO			

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$34.40 INCURRED BY HOUSING GRANT CLEARING ACCOUNT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.
 PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

AUG 23 2012

DATE _____ CHAIR



ROCK COUNTY GOVERNMENT
Planning & Development Agency
INTEROFFICE MEMORANDUM

TO: Rock County Planning & Development Committee
THROUGH: Paul Benjamin, Director, Planning & Development Agency
FROM: David Somppi, Community Development Manager
SUBJECT: Community Development Division
DATE: June 21, 2012

ACTION ITEMS:

- A. Project ID: # 020721D-1 Funding Source: CDBG – Small Cities
Proposed Project Total Amount = \$ 3,200

Staff Recommendation: Staff recommends approval of the above noted request.
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INFORMATION ITEMS:

- B. Discussion of Appraisal Methodology
- C. Status Report on Community on Community Development Small Cities Block Grant Project (Project ID 020704D1)

**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
REQUEST FOR COMMITTEE ACTION**



DATE: August 23, 2012

Project ID(s) 020721-D 1

Project Recommended By Dave Somppi

Funding Source(s) CDBG – Small Cities

HOUSEHOLD INFORMATION

Household Size: 4	Annual Income: \$ 31,527	Location: Town of Turtle
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ASSESSED VALUE INFORMATION

Land	\$ 20,200	Fair Market Value	\$ 106,600
Buildings	\$ 96,000	When Determined	08 / 12
Total	\$ 116,200		

MORTGAGES OR LIENS

1. \$ 82,400	3.	TOTAL MORTGAGE(S) \$ 82,400
2.	4.	
Available Equity \$ 24,400	Is there 5% owner equity in the property? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

VERIFICATIONS

<input checked="" type="checkbox"/> Income	<input checked="" type="checkbox"/> Insurance	<input checked="" type="checkbox"/> Taxes	<input checked="" type="checkbox"/> Title and Mortgage	<input checked="" type="checkbox"/> Ownership
Disclosure of Potential Conflict of Interest Yes <input type="checkbox"/> None <input checked="" type="checkbox"/>				

SUMMARY OF PROPOSED WORK

The buyers are purchasing the house for \$ 89,000, with an additional \$ 9,076 to cover closing and prepaid costs. They are obtaining an \$82,400 mortgage and have \$ 12,276 for down payment and to cover closing costs. Making this loan will make it possible for the buyers to purchase the house. The loan is proposed for 0% interest to be repaid upon sale of the property.

TYPE OF PROJECT

CDBG – Small Cities

RECOMMEND TOTAL PROJECT BID OF

\$ 3,200.00

COMMITTEE ACTION			
<input type="checkbox"/> APPROVE	<input type="checkbox"/> DENY	Committee Approved Bid Total	\$ _____
Signature of Planning & Development Committee Chair		Date	