



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, AUGUST 28, 2014 – 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, August 14, 2014
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
  - A. **Action Item:** Preliminary Land Division Approval
    - LD2014 022 (Center Township) – Herbert Hermanson
    - LD2014 031 (Bradford Township) – Joyce Aldrich
6. Corporate Planning
  - A. **Action Item - Resolution:** Authorizing Approval of Products & Services Contract between Rock Co. Planning & Development and the Town of Avon, Town of Bradford and the Town of Spring Valley.
7. Finance
  - A. **Action Item:** Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances
8. Committee Reports
9. Directors Report
  - A. 2015 Budget Overview
  - B. Wisconsin Partnership for Housing Development
10. Adjournment

**Future Meetings/Work Sessions**

September 11, 2014 (8:00 am)  
September 25, 2014 (8:00 am)  
October 9, 2014 (8:00 am)  
October 23, 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:** August 20, 2014

**Summary:**

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

- LD2014 022 (Center Township) – Herman Hermanson
- LD2014 031 (Bradford Township) – Joyce Aldrich

**Recommendation:**

P&D Agency Staff recommends Preliminary Approval of LD2014 022 and LD2014 031 with conditions as indicated.



AGENCY USE ONLY	
Application Number:	2014 022
Received By - Date (MM/DD/YYYY):	5-27-14

## 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:	HERBERT & KATHERINE HERMANSON			Telephone:	882-6360
Address:	5906 N CASSIDY ROAD	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: <input type="checkbox"/> 6a. <input type="checkbox"/> 6b. <input checked="" type="checkbox"/> 7a. <input type="checkbox"/> 7b.					

### LAND DIVISION INFORMATION

9. Reason for land division: <input checked="" type="checkbox"/> Sale/ownership transfer <input type="checkbox"/> Farm consolidation <input type="checkbox"/> Refinance <input type="checkbox"/> Other:		
10. Land division area location:	Town of CENTER Section 3	NE 1/4 of NW 1/4 Tax parcel number(s) - 6-6-23
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 checked="" type="checkbox"/> Local/Town road <input 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): 6.39 ACRES ML	14. Land division area (Square feet or acres): 6.39 ACRES ML	15. Current zoning of land division area: A-3
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: A-3	18. Future zoning of parent lot: A-3
19. Covenants or restrictions will be placed on the land division area: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, identify covenants or 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):	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: <u>Rachel J. [Signature]</u>	DATE: <u>5-22-14</u>
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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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	BUILDING HAS UTILITY SERVICES
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(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
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
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"/>	NONE
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"/>	NONE
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input 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"/>	
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"/>	

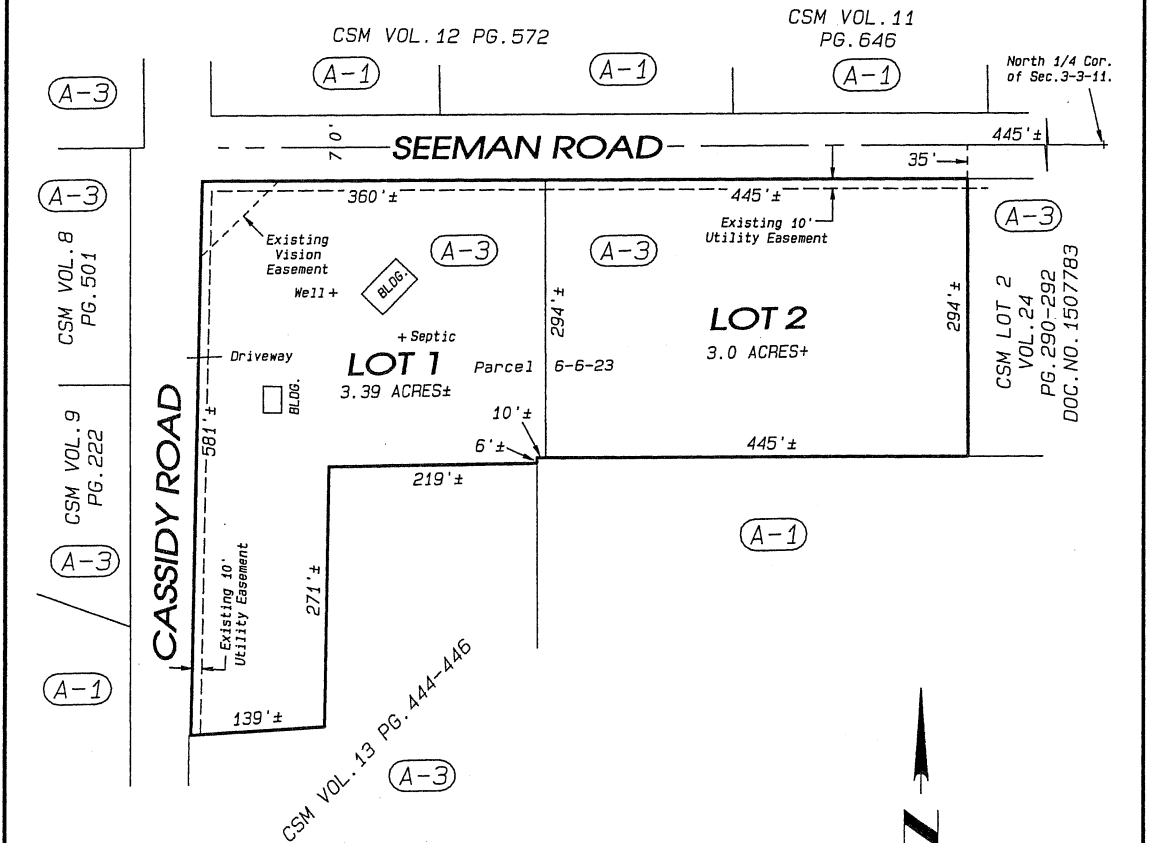
THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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

LOT 1 OF A CERTIFIED SURVEY MAP RECORDED IN VOLUME 24, PAGES 290 THRU 292 OF CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN, AS DOCUMENT NO. 1507783 AND LOCATED IN THE NE 1/4 OF THE NW 1/4 OF SECTION 3, T.3N., R.11E. OF THE 4TH P.M., TOWN OF CENTER, 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. 114 - 138 For: HERMANSON

DATE: MAY 19, 2014

**Combs & Associates**  
 • LAND SURVEYING  
 • LAND PLANNING  
 • CIVIL ENGINEERING

109 W. Milwaukee St.  
 Janesville, WI 53548  
 www.combsurvey.com  
 tel: 608 752-0575  
 fax: 608 752-0534



# 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 <b>EXISTING</b> streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<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 type="checkbox"/>
d. Approximate location and dimension of all <b>EXISTING/PROPOSED</b> lot(s), outlot(s), and block(s), numbered for reference, in the land division area:	<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 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 type="checkbox"/>
g. Approximate location, dimension 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"/>
(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"/>

5

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 <b>No</b> , 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. Show septic and well locations for existing structures on Lot 1.	
2. Existing structures shall meet setback regulations on Lot 1.	
3. Acceptable soil and site evaluation received on Lot 2.	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: <u>Colin M. Brynes</u> TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>	DATE: <u>6/3/14</u>

TOWN ACTION	
13. Town action: <input checked="" type="checkbox"/> Approve <input 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.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____ TITLE: _____	DATE: _____

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: _____ TITLE: <u>Chair – Rock County Planning &amp; Development Committee</u>	DATE: _____

**AGENCY RECOMMENDATION**

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

- 3. Utility easements put on lots as requested by utility companies.
- 4. Following notation on Final Map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation
- 5. on the lot was required at the time of this survey. However, soils on the lot may be restrictive to replacement of the existing system.
- 6. Suggest either a Town of Center Conservation Easement, Deed Restriction or indication on Final CSM for areas of Steep Slope (12% or greater).
- 7. Driveway access to Lot 2 shall be located within 20 feet east of the east property line. Location of driveway access shall be shown on the Final CSM.
- 8. Final CSM submitted and approved by the Planning & Development Agency 1 year after Committee approval.
- 9. CSM's subject to local approval must be recorded within 6 months of their last approval.
- 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:

The Town of Center considered the current zoning (A-3) and determined the resultant Lots 1&2 are code compliant.

**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:





AGENCY USE ONLY

Application Number: 2014 031

Received By - Date  
(MM/DD/YYYY): 6-20-14

## PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

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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:	JOYCE G ALDRICH REVOCABLE TRUST			Telephone:	
Address:	1911 S TRESCHER RD	City:	AVALON	State:	WI Zip: 53505
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 BRADFORD	1/4 of NW 1/4
Section 12	Tax parcel number(s) - 6-3-87

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): 240 ACRES ML	14. Land division area (Square feet or acres): 4.5 ACRES ML	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 (CUP)	18. Future zoning of parent lot: A-1

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: Ruell J. Cosh DATE: 6/17/14

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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	BUILDINGS HAVE UTILITY SERVICES.
(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
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
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"/>	NONE
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"/>	NONE
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"/>	
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"/>	

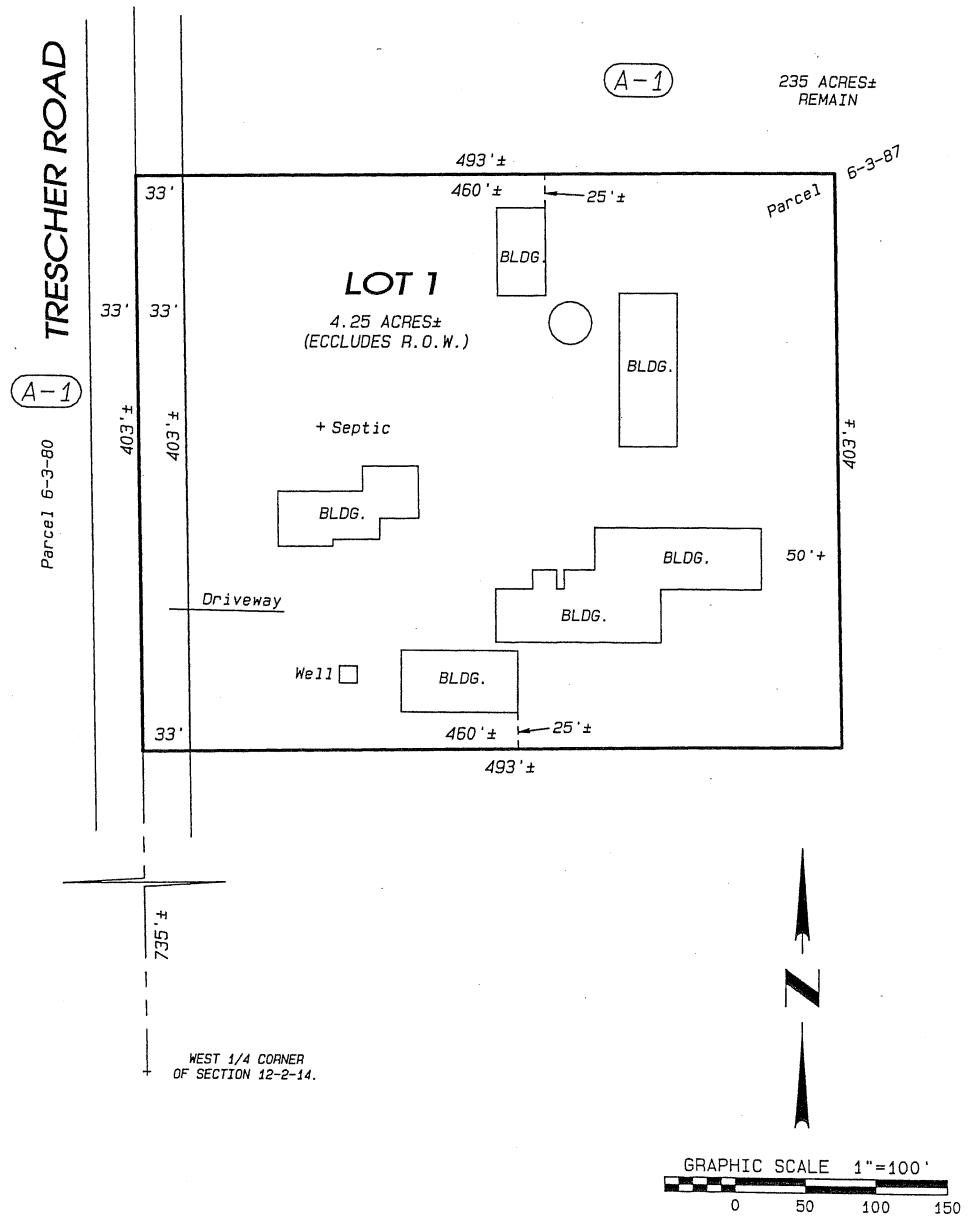
THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

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

PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 12, T.2N., R.14E. OF THE 4TH P.M., TOWN OF BRADFORD, 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. 114 - 167 For: BIER

DATE: JUNE 12TH, 2014

**Combs & ASSOCIATES**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.  
Janesville, WI 53548  
www.combsurvey.com

tel: 608 752-0575  
fax: 608 752-0534



# 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, 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"/>

11

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. 33' half road right of way dedicated to the Town of Bradford at their discretion.	
2. Existing structures shall meet setback requirements.	
3. Show well and septic system locations on Final Map.	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: <u>Colin M. Brynes</u> TITLE: <u>Administrator - Rock County Planning, Economic &amp; Community Development Agency</u>	DATE: <u>6/30/14</u>

TOWN ACTION	
13. Town action: <input checked="" type="checkbox"/> Approve <input 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.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: _____ TITLE: _____	DATE: _____

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 <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: _____ TITLE: <u>Chair – Rock County Planning &amp; Development Committee</u>	DATE: _____

12

**AGENCY RECOMMENDATION**

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

- 3. Note on Final Map: "Since Lots 1 contains existing buildings which utilize an existing private sewage
- 4. system no soil evaluation on the lots was required at the time of this survey. However, soils on the lots may be restrictive
- 5. to the replacement of the existing system".
- 6. Final CSM submitted to and approved by the Planning and Development Agency one year from Committee approval.
- 7. CSMs that are subject to local approval must be recorded within 6 months of their last approval and 24 months of first approval in a Exclusive Agricultural District.
- 8.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division will split an existing residence/farm buildings and 5 acres of land from an Ag production lot (239 acres). The Town of Bradford will consider the split via an A-1 Condition Use Permit.

**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:

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Planning & Development Agency  
INITIATED BY



Colin Byrnes  
DRAFTED BY

Planning & Development Committee  
SUBMITTED BY

August 11, 2014  
DATE DRAFTED

**Authorizing Approval of Products and Services Contract between the Rock  
County Planning & Development Agency and the Town of Avon, the Town of  
Bradford, and the Town of Spring Valley**

- 1 **WHEREAS**, the Town of Avon, the Town of Bradford and the Town of Spring Valley ("Towns")  
2 desire the services of the Rock County Planning & Development Agency ("Agency") to update and  
3 revise the Zoning Ordinances for the Towns, including re-certification of the Farmland Preservation  
4 Zoning Ordinances for the Towns with the State of Wisconsin Department of Agriculture, Trade &  
5 Consumer Protection (DATCP); and,  
6  
7 **WHEREAS**, the Agency is able and willing to provide these services to the Towns, and providing of  
8 these services is allowable pursuant to Sec. 66.0301, Wisconsin Statutes; and,  
9  
10 **WHEREAS**, the Towns and Agency have agreed upon all terms and conditions of these services, and  
11 the products resultant, both as delineated in the Agency's *PRODUCTS AND SERVICES CONTRACTS*  
12 ("Contracts") with the Towns; and,  
13  
14 **WHEREAS**, the Contracts are mutually exclusive with and distinguished from all previous agreements  
15 between the Towns and the Agency, and is complete and effective upon the execution of the Contracts  
16 by both parties.  
17  
18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
19 this \_\_\_\_\_ day of \_\_\_\_\_, 2014, hereby approves the *PRODUCTS AND SERVICES*  
20 *CONTRACTS* with the Town of Avon, Town of Bradford and Town of Spring Valley in the amount of  
21 \$1,901.30 each for products and services, subject to the terms and conditions stated therein; and,  
22  
23 **BE IT FURTHER RESOLVED**, that the County Board Chair and County Clerk are hereby authorized  
24 to sign the Contract between the Rock County Planning & Development Agency and the Town of Avon,  
25 the Town of Bradford and the Town of Spring Valley.

Respectfully submitted:

PLANNING & DEVELOPMENT COMMITTEE

\_\_\_\_\_  
Alan Sweeney, Chair

\_\_\_\_\_  
Mary Mawhinney, Vice Chair

\_\_\_\_\_  
Wayne Gustina

\_\_\_\_\_  
Jason Heidenreich

\_\_\_\_\_  
Wes Davis

FISCAL NOTE:

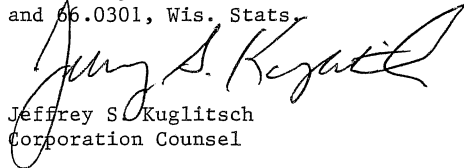
This resolution approves contracts allowing Rock County to update and revise zoning ordinances for the Town of Avon, Town of Bradford, and Town of Spring Valley for a charge of \$1,901.30 to each town. The revenue will be credited to the Planning and Development Department's budget.



Sherry Oja  
Finance Director

LEGAL NOTE:

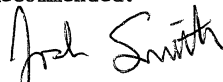
The County Board is authorized to take this action pursuant to secs. 59.01, 59.51 and 66.0301, Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator



## EXECUTIVE SUMMARY

This resolution proposes authorization of a Rock County Planning & Development Agency's Products and Services Contracts with the Town of Avon, Town of Bradford and Town of Spring Valley. The contracts between the Agency and the Town's are for products and support services for updating and revising the Town's Zoning Ordinances, including re-certification of the Town's Farmland Preservation Zoning Ordinance with the State of Wisconsin Department of Agriculture, Trade & Consumer Protection (DATCP).

While these contracts represent a cooperative effort by the parties, the individual Town shall retain control over and responsibility for all policy determinations and discretionary judgments made in the adoption of the products and services. All work products become the property of the Town and may be copyrighted in its name, but shall be subject to Sec. 19.21 Wisconsin Statutes. The Planning Agency reserve a royalty-free, non-exclusive and irrevocable license to reproduce, publish, otherwise use, and to authorize others to use the work for government purposes.

Each of these Town's contracts is in the amount of \$1,901.30 and has a completion date of no later than January 1, 2015.

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
10-1720-0000-64200	TRAINING EXP	P1402783	08/04/2014	WISCONSIN REAL PROPERTY LISTER	120.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	550.00	0.00	0.00	120.00	430.00
<b>REAL PROPERTY DESCRIPTION PROG TOTAL</b>				<b>120.00</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$120.00**

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: **AUG 28 2014**

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
64-6400-0000-63107	PUBL & LEGAL	P1400198	07/31/2014	JANESVILLE GAZETTE INC	47.46
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	570.00	0.00	0.00	47.46	522.54
64-6400-0000-63200	PUBL/SUBCR/DUES				
		P1402807	07/07/2014	WISCONSIN NATURAL RESOURCES	8.97
		P1402818	08/08/2014	BELOIT DAILY NEWS	175.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,588.00	1,037.00	0.00	184.47	366.53
<b>PLANNING PROG TOTAL</b>				<b>231.93</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$231.93**  
 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: **AUG 28 2014**

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

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

## Rock County Transfer Request - Over \$1,000

TO: FINANCE DIRECTOR      Date August 7, 2014      Transfer No. 14-54  
 Requested By SURVEYOR      Department      Jason R. Houle      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 13-1730-0000 - 61100 Description: WAGES, REGULAR Current Balance: \$33,603	\$2,000	Account #: 1317300000 - 63100 Description: OFFICE SUPPLIES & EXP.	\$11,840
Account #: 13-1730-0000 - 62116 Description: HIGHWAY CHARGES Current Balance: \$7,580	\$6,580	Account #: Description:	
Account #: 13-1730-0000 - 63300 Description: TRAVEL Current Balance: \$4,025	\$1,500	Account #: Description:	
Account #: 13-1730-0000 - 64200 Description: TRAINING EXPENSES Current Balance: \$1,910	\$1,760	Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Due to the Deputy Surveyor not starting until March, (Wages), Carlson not having a training conference in 2014, (Travel & Training), and highway excavations not necessary, (predominantly due to in-place PLSS corner witnesses and and new hammer drill), the 2014 budget amounts are available.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

The County Surveyor is the custodian of tens of thousands of public records and currently keeps a portion of those in a mix of large folders with unbound sheets and dedicated books/binders. I desire to undertake two separate projects to, (1) bind loose leaf pages into books and (2) get records currently bound into consistent books of consistent vintage. Quotes were solicited from two vendors after seeking companies to do the same through the Register of Deeds Association. The historical significance of these documents warrants this once in a generation expense to preserve & maintain them appropriately.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *8-18-14*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature] 8-18-14*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

- Governing Committee \_\_\_\_\_
- Finance Committee \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_