

PLANNING & DEVELOPMENT COMMITTEE MEETING THURSDAY, APRIL 14, 2016 – 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 Planning & Development Meeting held Thursday, March 24, 2016
- 4. Citizen Participation, Communications and Announcements
- 5. Code Administration & Enforcement
 - A. Action Item: Land Divisions
 - LD2015 014 (Janesville Township) Charles & Ruth Rust Rev. Trust
- 6. Finance
 - A. **Action Item:** Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances
- 7. Community Development
 - A. **Information Item:** Rock County Policies and Procedures HOME, CDBG, and Lead Hazard Grants concerning Emergency Projects
 - B. **Information Item:** Lead Abatement Efforts and Coordination Rock Co. Health and Planning & Development Departments
- 8. Committee Reports
- 9. Directors Report
 - A. Administrative Quarterly Report
 - B. 2016 Lead Hazard Control Notices of Funding Available (NOFA)
- 10. Adjournment

Future Meetings/Work Sessions

April 28, 2016 (8:00 am) May 12, 2016 (8:00 am) May 26, 2016 (8:00 am) June 9, 2016 (8:00 am) June 23, 2016 (8:00 am)



ROCK COUNTY GOVERNMENT

Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Andrew Baker – P&D Agency Staff

SUBJECT: Preliminary Approval of Land Division

DATE: April 5, 2016

Summary:

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

2016 014 (Janesville Township) - Charles and Ruth Rust Rev Trust

Recommendation(s) or Action(s):

P&D Agency Staff recommends Preliminary Approval of each of the above referenced Land Division with conditions as presented.

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY ED DEVELOPMENT AGENCY 51 SOUTH MAIN STREET JANESVILLE, WI 53545

TELEPHONE: (608) 757-5587 MAR 1 4 2010

FAX: (608) 757-5586

EMAIL: PLANNING@CO.ROCK.WI.US

WEB: WWW.CO.ROCK.WI.US ROCK CO. PLANNING, ECONOMIC AND

WEB: WWW.CO.ROCK.WI.US ROCK CO. PLANNING AGENCY

MAR 1 4 2016



AGENCY USE ONLY

Application Number: LD2016 014

Received By – Date
(MM/DD/YYYY):

3-14-16

PRELIMINARY MINOR LAND DIVISION - APPLICATION FORM

PRELIMINARY A	<i>MINOR LAND</i> ND PREPARE A	DIVISION MAP COI	<i>– APPLICATIO</i> NTAINING AL	<i>ON FOR</i> LL INFOI	M INFO	RM) IN A	S IDENTIFIED O	COMPLI N PAGE :	ETE BC 2 OF T	TH PAGE HIS FORM	Λ.**
1. Applicant has conta (if land division is valued division is feat	acted Town, R within Extra-To sible:	ock Count erritorial P	y Planning, E lat Approval	conomi Jurisdic	c & Con tion (ET	imu J) ar	nity Developme ea) officials and	nt Agend	cy, and	I City(s)/\ have dete ✓ Yes	/illage ermined
2. Land division is cor	nsistent with 1	own's Cor	nprehensive	Plan – F	uture L	and	Use Map:	walnestense en ûne		✓ Yes	
3. Land division area If you answered Ye	s, proceed to	4. If you	answered No	, proce	ed to 5.		÷				
4. Land division meet	s Town Base I	arm Tract	and any oth	er appli	cable Fa	rml	and Preservatio	n zoning	distric	t require	ment:
5. Land division will	require a zoni	ng change:		www.terrest.co.co.co.co.co.co.co.co.co.co.co.co.co.	<u> </u>					✓ Yes	∷ No
	V. T. T. V.		APPLICAN	T INFO	ORMA	TIO	N				
6. LANDOWNER OR	AUTHORIZED	.ANDOWN	ER REPRESE	NTATIVE						1	
a. Name:	CHARLES	C & RUTI	HE RUST I	REV TI	RUST			Teleph	one:	1	
Address:	3870 W CA	LLE CINC	CO		City:	GR	REEN VALLEY	State:	AZ	Zip:	85622
b. Name:								Teleph	one:	<u> </u>	
Address:		<u></u>			City:			State:		Zip:	
7. AGENT (SURVEYO	R AND DEVEL	OPER)								Т	
a. Surveyor name:	COMBS AN		CIATES, IN	1C				Teleph	one:	608-75	
Address:	109 W MIL	NUAKEE	ST		City:	JA	NESVILLE	State:	WI	Zip:	53548
b. Developer name:								Teleph	one:		
Address:					City:			State:		Zip:	
8. Identify the indivi	dual from 6. o	or 7. that w	vill serve as t	he prim	ary con	tact:	☐ 6a. ☐]6b. [∕ 7a.	☐ 7b.	
		L	AND DIVIS	ION IN	VFORN	ΛAΤ	ION				
9. Reason for land di	vision: 🔽 Sa	le/owners	hip transfer	☐ Fa	rm cons	olid		nance		ner:	
10. Land division are	a location:	Town of	JANESVILI	LE			SE 1/4 of				
		Section '					Tax parcel nur	- Justine and the second			
11. Land division are ✓ Yes ☐ No	If Yes,	identify:	City(s)/Villa	age of	JIIY O	l Jur F JA	risdiction (ETJ) A NESVILLE	rea of a	City(s)	/Village:	
12. Land division are	a is located a	djacent to	(check all tha	at apply); !		State high	waw	[Z] U	S. highwa	av
13. Landowner's cor		/Town ro	ad <u> √ C</u> 14. Land div	ounty h						land div	
(Square feet or a	icres): 40 ACF	ES MIL	(Square	feet or	acres):		CRESM\L are	ea: B-1 &	A-2	g of pare	
16. Number of new/ by land division:		s created	17. Future a	zoning c d by lani				B-1	2011111	6 or pure	
19. Covenants or res	trictions will l	oe placed o				-	Yes 🗸 No			,	
If Yes, identify co	venants or re	strictions:					prints				
20. A residential bui		tly located	in the land	division	area:	Lo-mark	Yes V No	Dublic	sanita	ry sewer	svstem
If Yes, the buildi			nte onsite wa sal/plan will	22	Public i	nnr	ovement constr				
be submitted by			sal/high will		(mm/de					المراجعة ا	
		APPLIC	CANT STAT	TEMEN	IT ANI) SI	GNATURE				
I, as the undersigned, a contact for said landow APPLICATION FORM IN documents, and that al to me. These statemen	vner. I do herel FORMATION, rel Il information is	applying for by verify the eviewed and	or a minor land at I have revie d completed t curate, and tr	d division wed the his appli- ue to the	n in unin ROCK Co cation fo e best of	corpi DUNT orm, i my l	orated Rock Cour TY PRELIMINARY and submitted all knowledge and be	MINOR D informat elief, with	tion as all info	visiOiv – required p ormation a	er said accessible
LANDOWNER/PRIMAR	RY CONTACT SI	SNATURE:	Pel	4	10		<u> </u>	DATE:	3-	· // -	16

APPLICATION CHECKLIST		lvi)	
	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?	Ø	П	
a. Location of the land division area by section, township, and range:	7		
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:			
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:	Ø	П	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	Ø		
 e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area: 	Ø	П	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	Ø	П	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:			
(1) Buildings:		<u> </u>	
(2) Streets, alleys, and public ways:		1	DDGCCCC
(3) Driveways:	<u> </u>		PROPOSED NONE
(4) Rail lines:	1		NONE
 (5) Private water wells or water supply systems: (6) Private onsite wastewater treatment systems or public sanitary sewer 			
systems: (7) Any other public utilities:	$+$ \mathbf{f}	Ø	NONE
(7) Any other public utilities: (8) Easements (Utility, drainageway, pedestrian way, etc.):		17	NONE
(9) Vegetative land cover type:	Ø		SEE AIR PHOTO
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):		Ø	NONE
(11) Productive agricultural soils, cultural resources, and woodlands:	Ø		
(12) Surface water features:			NONE
(13) Drainageways:	<u> </u>	V	NONE
(14) Detention or retention areas:	<u> </u>	Ø	NONE
(15) Cemeteries:	<u> </u>		NONE
(16) Bridges/culverts:	<u> </u>		NONE
(17) Rock outcroppings:	<u> </u>		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:		Ø	NONE
 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: 	П	Ø	NONE
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	П	Ø	NONE
k. Scale, north arrow, and date of creation:	Ø		
I. Any other information required by the Agency:		Ø	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?	Ø		
Has the map been prepared by a land surveyor licensed in Wisconsin?	团		
Have you provided all required application form information and has the required party signed this application form?			
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?	Ø		A STATE OF THE STA
System (413), and the application see:			and the state of t

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

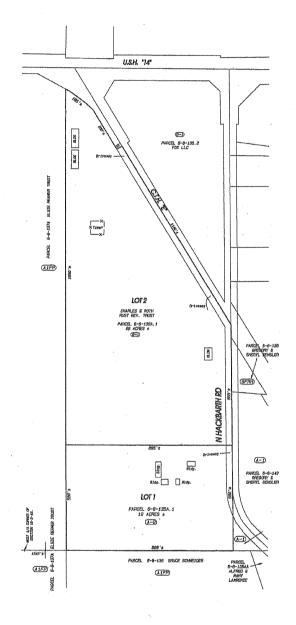
PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SE 1/4 OF THE NW 1/4 AND PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 16, T.3N., R.12E. OF THE 4TH P.IM., TOWN OF JANESVILLE, ROCK COUNTY, WISCONSIN,

RECEIVED

MAR 1 4 2016

ROCK CO. PLANNING, ECONOMIC AND COMMUNITY DEVELOPMENT AGENCY





THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED. THE BASIS OF BEARINGS IS ASSUMED.

Project No. 115 - 420 Fon SKINNER



tel: 608 752-0575 fax: 508 752-0534

03/14/16 115-420

SKINNER

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY 51 SOUTH MAIN STREET JANESVILLE, WI 53545

TELEPHONE: (608) 757-5587
FAX: (608) 757-5586
EMAIL: PLANNING@CO.ROCK.WI.US
WEB: WWW.CO.ROCK.WI.US



" " Application Number:	LD2016 014 Rust Trus	t
n · · ·		
П		

PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

A CENICY BELVIEW	
AGENCY REVIEW	
1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if application)	
	✓ Yes No
	✓ 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 re	equirement:
	Yes No
5. Land division is in an Agricultural Resources Priority Area, per the <i>Rock County Farmland Preservation Plan</i> :	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, 7	a. – 7e. After
all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided unti	I 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:	
a. Location of the land division area by section, township, and range:	П
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:	
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:	
d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s),	
numbered for reference, in the land division area:	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land	
division area:	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter	
corner, in the land division area:	
g. Approximate location, dimension and name (if applicable) of all of the following, whether EXISTING	П
or PROPOSED, in the land division area:	
(1) Buildings:	
(2) Streets, alleys, and public ways:	
(3) Driveways:	
(4) Rail lines:	
(5) Private water wells or water supply systems:	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	
(7) Any other public utilities:	
(8) Easements (Utility, drainageway, pedestrian way, etc.):	
(9) Vegetative land cover type:	
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	
(11) Productive agricultural soils, cultural resources, and woodlands:	
(12) Surface water features:	
(13) Drainageways:	
(14) Detention or retention areas:	
(15) Cemeteries:	
(16) Bridges/culverts:	<u> </u>
(17) Rock outcroppings:	<u> </u>
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:	
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:	ļ
 Preliminary concept for collecting and discharging stormwater in the land division area: 	1 1 1

AGENCY REVIEW	
	a Missing Information
k. Scale, north arrow, and date of creation:	
I. Any other information required by the Agency:	
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:	
7c. Map prepared by a land surveyor licensed in Wisconsin:	
7d. All required application form information and required party's signature on the application form:	Ш
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:	
8. Preliminary minor land division application is complete:	✓ Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and co	mment, and if
these parties have comments, said comments have been provided to the Agency:	•
If you answered No , the application must be provided to other reviewing parties before completing any for	urther sections
of this form,	
AGENCY RECOMMENDATION	
10. Agency recommendation: Approve Approve With Conditions Deny	
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Dedicate a minimum of a 33' half road right-of-way along N Hackbarth Rd at the discretion of	of the Town.
2. Dedicate a minimum of a 40' half road right-of-way along N Cty Hwy E	
Proposed lot lines shall include the POWTS area with the building that utilizes the sys	tem area.
12. Agency recommendation rational and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE:	·
TITLE: Administrator - Rock County Planning,	
Economic & Community Development Agency	
TOWN ACTION	
13. Town action: Approve Approve With Conditions 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: As of 4/PdZ and To	4/16 own Board
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

* .	ROC	K COUNTY PLAN	INING AND DEVELOPMENT C	COMMITTEE ACTION
16.	Committee action:	Approve	Approve With Conditions	☐ Deny
17.	If you answered App	prove With Conditio	ns to 16., list conditions (Use addition	onal sheet (2a) if necessary):
	1.			
	2.			
	3.			
18.	Committee action ra	ationale and findings	of fact (Use additional sheet (2a) if	necessary):
со	MMITTEE SIGNATURE:			DATE:
TI.	TLE:	Chair – Rock County	y Planning & Development Committe	<u>ee</u>

REVISED 12/2011 Page 2 of 2

	AGENCY RECOMMENDATION
1. If you answere	d Approve With Conditions to 10., list conditions:
3. Note or	n Final CSM: "Lots 1 and 2 contain existing buildings with utilize an existing private sewage system at the time of this surve
4.	However, soils on the lot may be restrictive to the replacement of the existing systems"
5. A 20 ft	wide utility easement shall be placed on Lots 1 and 2 as indicated on review comment from WP&L/Alliant Energ
6. Final	CSM shall be submitted to and approved by the Agency one year after preliminary approval.
	subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval
8.	· · · · · · · · · · · · · · · · · · ·
9.	
10.	
	mendation rationale and findings of fact:
he proposed Lan	d Division splits one parcel approximately 40 acres in size into two lots. Lot 1 will consist of 12 acres isting residential buildings. A rezone by the Town of Janesville has been requested for Lot 1, from B1 on the application. Lot 2 will consist approximately 28 acres, include various buildings and a cell towe
ot 2 has frontage	on County Hwy E, which is not an Access Controlled Highway.
	TOWN ACTION
4. If you answere	d Approve With Conditions to 13., list conditions:
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
	tionale and findings of fact:
	ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION
7. If you answere	d Approve With Conditions to 16., list conditions:
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	:
. 8. Committee act	cion rationale and findings of fact:

Page 2a of 2

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name		Inv/Enc Amt
64-6400-0000-64200	TRAINING EXP	P1601415	01/14/2016	CENTER FOR LAND	USE EDUCATION	15.00
	Budget 2,700.00	YTD E	•	YTD Enc 0.00	Pending 15.00	Closing Balance 2,331.00
	Constitution of the Consti		PLANNI	NG PRÓG TOTAL	15.00	A.A
64-6420-0000-64918	ADVERTISING	P1601508	02/25/2016	I 39 LOGISTICS COI	RRIDOR ASSOCA	. 500.00
	Budget 500.00	YTD E	Exp 0.00	YTD Enc 0.00	Pending 500.00	Closing Balance 0.00
	ECONOMIC	DEVELOPM	ENT PROGRA	AM PROG TOTAL	500.00	
64-6900-0000-62100	CONTRACTED SE	ERV P1601416	03/10/2016	VON BRIESEN PUR	TELL AND ROPER	1,846.10
	Budget 3,745.00	YTD ! 946	Exp 3.00	YTD Enc 0.00	Pending 1,846.10	Closing Balance 952,90
N. C.	And the second s	BOARD O	F ADJUSTME	NT PROG TOTAL	1,846.10	

I have examined the preceding bills and encumbrances in the total amount of

\$2,361.10

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.

Date:	APR 1 4 2016	Dept Head	
	4	Committee Chair	

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

Rock County Planning Administrative Quarterly Report

BOA 2			Q1			Q2			Q3			Q4		Yea	r End To	tals
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