



AGENDA
City of Milton
Virtual Plan Commission
Tuesday, September 1, 2020
4:00 pm

LEASE NOTE: In-person attendance by members of the public temporarily discouraged due to COVID-19 physical distancing protocols pursuant to the Rock County Health Departments Reopening Phased Plan, dated May 21, 2020, which discourages public gatherings. Members of the public may monitor this meeting at

<https://us02web.zoom.us/j/83392727026?pwd=Yy9LRldkdi9xdVhzMUJjWmxGZW1UUT09>

Any person who is unable to access the meeting via the internet link may call 1 (312) 626-6799 and enter Meeting ID: 833 9272 7026 Passcode: 524949 to monitor the meeting via telephone.

1. Call to Order
2. Approval of Agenda
3. Approval of Plan Commission Meeting Minutes - July 7, 2020

Documents:

[Plan Commission Minutes 07-07-2020.pdf](#)

4. Discussion and Possible Action Regarding a Site Plan request from Scott Murray for a parking lot expansion at 619 College Street.

Documents:

[Memo - Parking Lot Site Plan.pdf](#)
[Murray Parking Lot Sketch.pdf](#)
[Murray Parking Lot Aerial View.pdf](#)

5. Discussion and Action Regarding a 2-Lot Extraterritorial Certified Survey Map Along North Bowers Lake Road

Documents:

[Memo - Bowers Lake Road CSM.pdf](#)
[CSM - Bowers Lake Road.pdf](#)

6. Discussion and Action Regarding a 2-Lot Extraterritorial Certified Survey Map Along North McWilliam Lane

Documents:

[Memo - McWilliam Lane - CSM.pdf](#)
[CSM - Cadd - Townline 2.pdf](#)
[CSM - Cadd - Townline 3.pdf](#)
[CSM - Cadd - Townline.pdf](#)

7. Discussion and Action Regarding a 4-Lot Extraterritorial Certified Survey Map Along North Kennedy Road

Documents:

[Memo - Kennedy Road CSM.pdf](#)
[CSM - North Kennedy Road.pdf](#)

8. Discussion and Action Regarding a Transfer of Land Along North Vickerman Road

Documents:

[Memo - Transfer of Land - Vickerman.pdf](#)
[Transfer of Land - Vickerman Road.pdf](#)

9. General Items

10. Next Meeting ~ September 15, 2020

11. Motion to Adjourn

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted by Leanne Schroeder August 28, 2020 at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall.

**Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

**City of Milton
Plan Commission
July 7, 2020**

Call to Order

Mayor Anissa Welch called the July 7, 2020 meeting of the Plan Commission to order at 4:04 p.m.

Present: Mayor Anissa Welch, Ald. Larry Laehn, Public Works Director Howard Robinson, Bob Seales, Dave Ostrowski, Frank Green, and Ethel Himmel.

Also Present: City Administrator Al Hulick and Administrative Services Director Inga Cushman.

Approval of Agenda

Comm. Ostrowski motioned to approve the agenda. Comm. Himmel seconded, and the motion carried.

Approval of Plan Commission Meeting Minutes - June 16, 2020

Comm. Ald. Laehn motioned to approve the minutes. Comm. Ostrowski seconded, and the motion carried.

Public Hearing, Discussion and Possible Action Regarding Ordinance #474 Amending Section 78-1233 of the Code of Ordinances Concerning Mini Warehouse Off-Street Parking Requirements

Administrator Hulick provided an overview of the agenda item.

Mayor Welch opened the public hearing at 4:07 p.m.

Vern Jessie 4921 Enchanted Valley Road, Middleton, WI 53562 – He is the attorney for B&J Storage. Spoke in favor of the ordinance and was available to answer questions as needed.

Melody Wachter, 1229 Brown Drive – Stated concerns she had with the storage unit project proposed behind her home.

Administrator Hulick stated M. Wachter's questions can be addressed during the next agenda item.

Mayor Welch closed the public hearing at 4:10 p.m.

Comm. Ostrowski motioned to forward a favorable recommendation to the Common Council to adopt Ordinance #474. Comm. Himmel seconded, and the motion carried.

Public Hearing, Discussion and Possible Action Regarding Conditional Use Permit Approval for Mini Warehouse on Arthur Drive.

Administrator Hulick provided an overview of the agenda item.

Mayor Welch opened the public hearing at 4:13 p.m.

Christopher Hodges, Quam Engineering, LLC – Responded to the questions from M. Wachter.

Vicki Scholl, 1222 Arthur Drive – Asked about potential increase in traffic and stormwater.

Larry Schulz, B&J Storage owner – Responded to questions from V. Scholl and M. Wachter.

Mark Warren, American Awards & Promotions – No concerns about the project.

Vern Jesse 4921 Enchanted Valley Road, Middleton, WI 53562 – He is the attorney for B&J Storage. Stated the development complies with conditional use permit.

Mayor Welch closed the public hearing at 4:32 p.m.

The commission confirmed they all reviewed the Findings of Fact.

Comm. Ostrowski motioned to forward the Conditional Use Permit request for mini-storage units for B&J Storage along Arthur Drive to the Common Council with a favorable recommendation. Comm. Seales seconded, and the motion carried.

Discussion and Possible Action Regarding a Site Plan for The Gathering Place 715 Campus Street.

Administrator Hulick provided an overview of the agenda item.

Comm. Ald. Laehn motioned to approve the site plan submitted by The Gathering Place, 715 Campus Street. Comm. Himmel seconded, and the motion carried.

Discussion and Possible Action Regarding a Site Plan for First Community Bank at 202 Merchant Row.

Administrator Hulick and Comm. Director Robinson provided an overview of this agenda item.

Comm. Director Robinson motioned to approve the site plan contingent on a variance being granted. Comm. Seales seconded, and the motion carried with Comm. Ostrowski abstaining.

Discussion and Possible Action Regarding a Site Plan for Evonik located at 303 Vincent St.

Director Robinson provided an overview of this agenda item.

Comm. Director Robinson motioned to approve the site plan to add a chemical storage shed to the property at 303 Vincent Street with an additional two trees planted. Comm. Seales seconded, and the motion carried.

Discussion and Possible Action Regarding a Site Plan for TLC Restorations Building at 133 Parkview Drive.

Comm. Himmel motioned to approve the site plan to side the building at 133 Parkview Drive. Comm. Ostrowski seconded, and the motion carried.

Discussion and Possible Action Regarding a 2-Lot Certified Survey Map Along Gateway Drive

Comm. Himmel motioned to approve the 2-Lot Certified Survey Map along Gateway Drive. Comm. Director Robinson seconded, and the motion carried.

General Items

There were no general items.

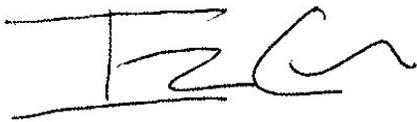
Next Meeting ~ July 21, 2020

The next meeting of the Plan Commission will take place on July 21, 2020 at 4 p.m.

Motion to Adjourn

Comm. Director Robinson motioned to adjourn the July 7, 2020 meeting of the Plan Commission at 4:50 p.m. Comm. Himmel seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman
Administrative Services Director



Department of Public Works

To: Milton Plan Commission
From: Howard Robinson, Director of Public Works
Date: September 1, 2020
Subject: Discussion and Possible Action Regarding a Site Plan request from Scott Murray for a parking lot expansion at 619 College Street.

Summary

Scott Murray has requested a variance to install a larger parking lot at his property located at 619 College Street. The entrance to the parking lot is on Columbus Street. A drawing of the proposed parking lot is included. A picture of the existing parking lot is also included.

They currently do not have one stall per bedroom and would like to increase the number of stalls to 21 stalls. The previous request had 24 stalls.

Items that do not meet current ordinances and would be a reduction in the aisle width for the first angle parking stall entering the parking lot and the last two angled stalls on the west end of the parking lot from 24 feet to approximately 20 feet.

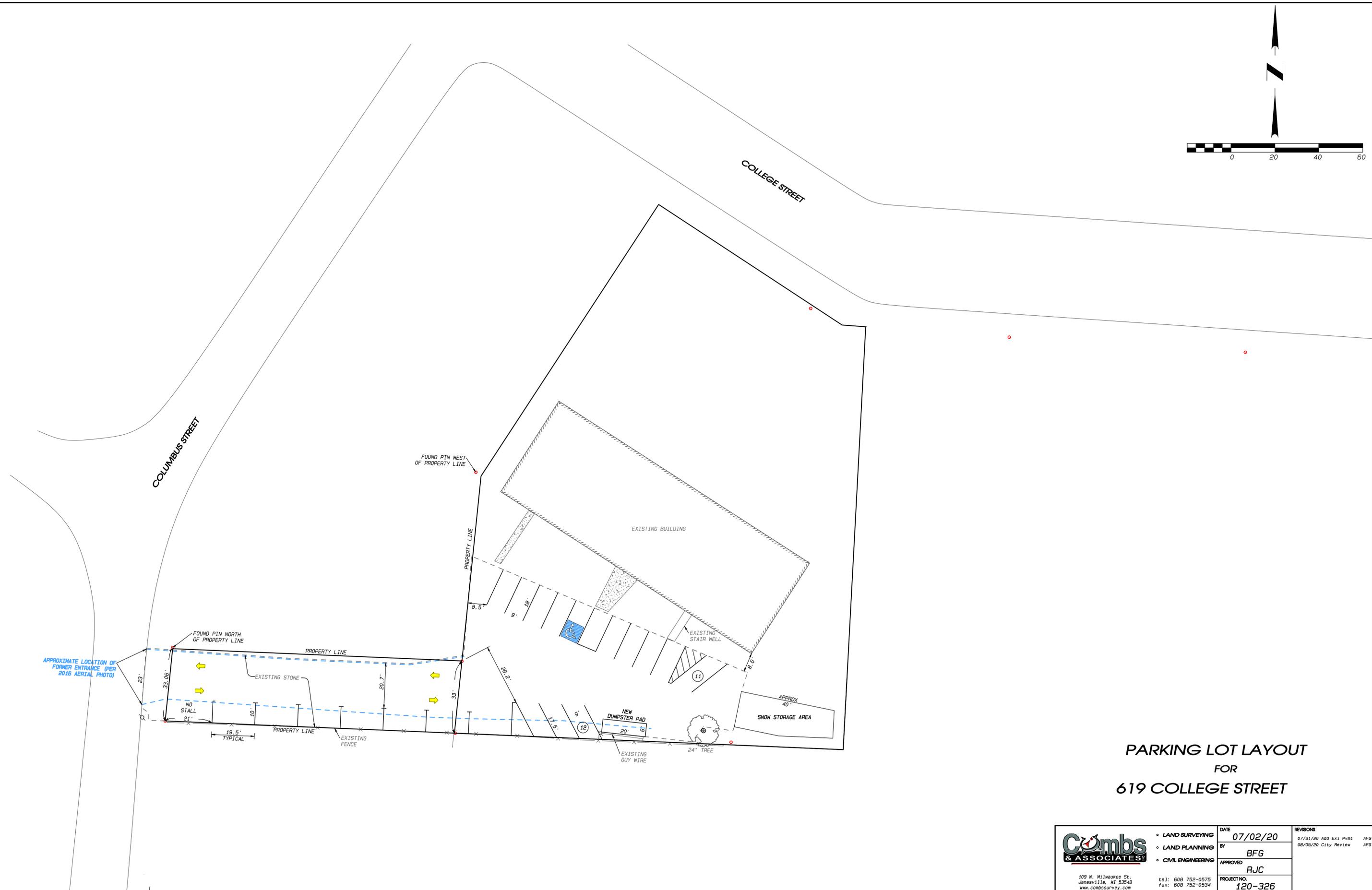
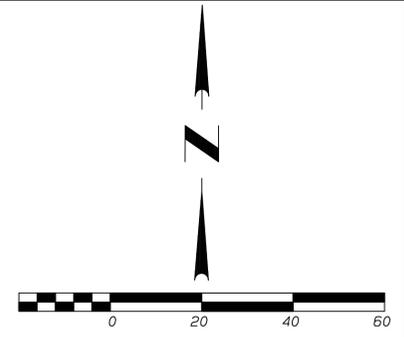
They need approval to reduce the throat entrance of the driveway from 25 feet to 21 feet for the entrance from Columbus Street. This requirement may be waived for a preexisting parking lot if you consider the driveway entrance adequate.

All off street parking that has head in parking within 6-feet of a lot line required to have a tire bump or curb.

The Board of Zoning Appeals conducted a public hearing on July 30, 2020. The request was tabled to allow Scott Murray time to adjust the number of stalls and address the neighborhood concerns and snow removal. Scott Murray has provided a new layout of the parking lot to answer the requests.

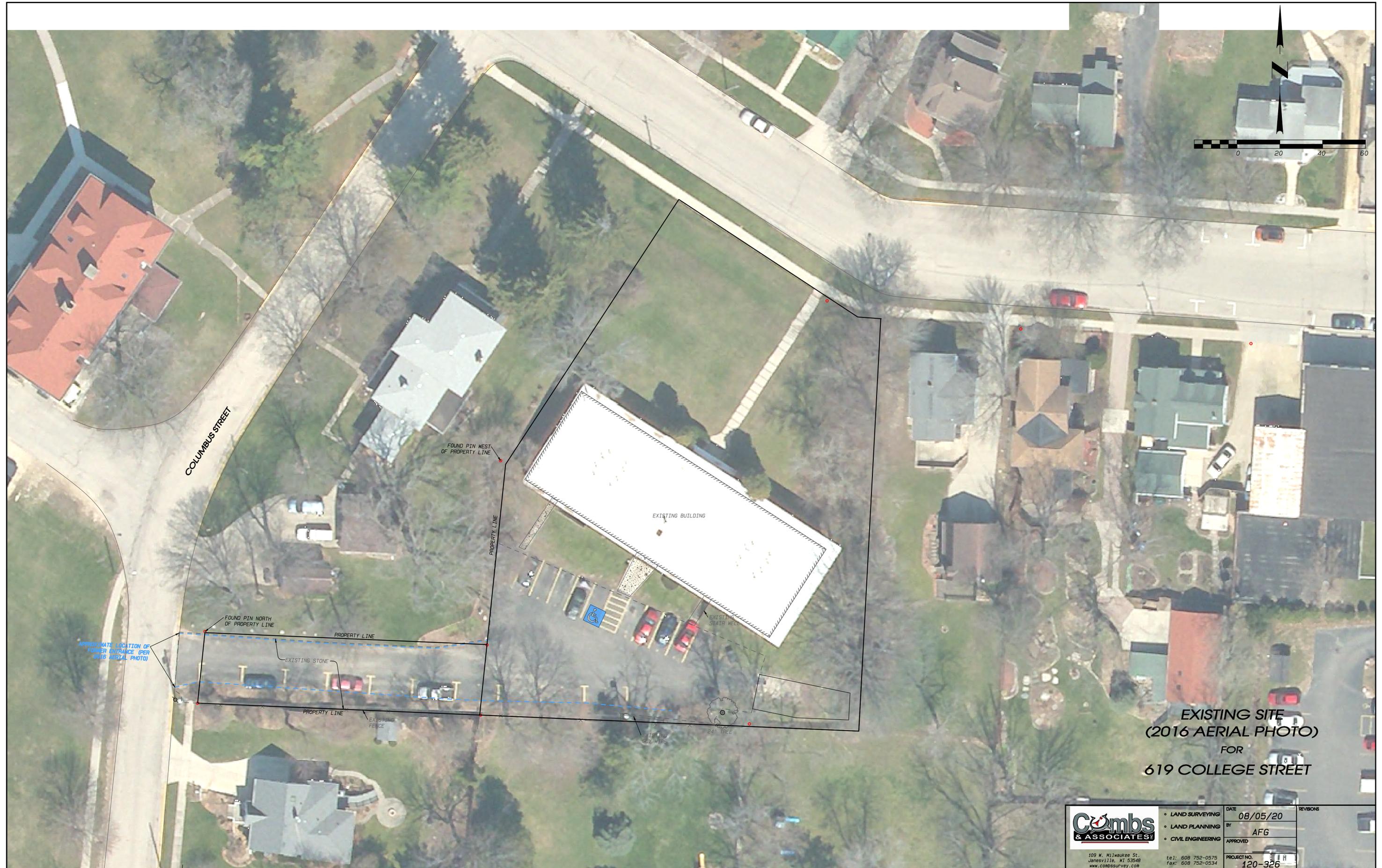
Recommendation

The Board of Zoning Appeals will meet again on Monday August 31, 2020 to discuss the revised site plan. If the ZBA approves the requested variance, the City Administration recommends approval of the proposed Site Plan.



**PARKING LOT LAYOUT
FOR
619 COLLEGE STREET**

<p>109 W. Milwaukee St. Janesville, WI 53548 www.combsurvey.com</p>	<ul style="list-style-type: none"> • LAND SURVEYING • LAND PLANNING • CIVIL ENGINEERING 	DATE 07/02/20 BY BFG APPROVED RJC	REVISIONS 07/31/20 Add Exi Pvat AFG 08/05/20 City Review AFG
		PROJECT NO. 120-326	
	tel: 608 752-0575 fax: 608 752-0534		



**EXISTING SITE
(2016 AERIAL PHOTO)
FOR
619 COLLEGE STREET**

<p>109 W. Milwaukee St. Janesville, WI 53548 www.combsurvey.com</p>	<ul style="list-style-type: none"> • LAND SURVEYING • LAND PLANNING • CIVIL ENGINEERING 	DATE 08/05/20 BY AFG APPROVED	REVISIONS
	tel: 608 752-0575 fax: 608 752-0534	PROJECT NO. 120-326	



Office of the City Administrator

To: Mayor Welch, Milton Plan Commission
From: Al Hulick, City Administrator
Date: September 1, 2020
Subject: Discussion and Action Regarding a 2-Lot Extraterritorial Certified Survey Map
Along North Bowers Lake Road

Summary

The City has received a 2-Lot Certified Survey Map in the Town of Milton along North Bowers Lake Road. Because this land division falls within the City's extraterritorial plat review jurisdiction, City approval is required.

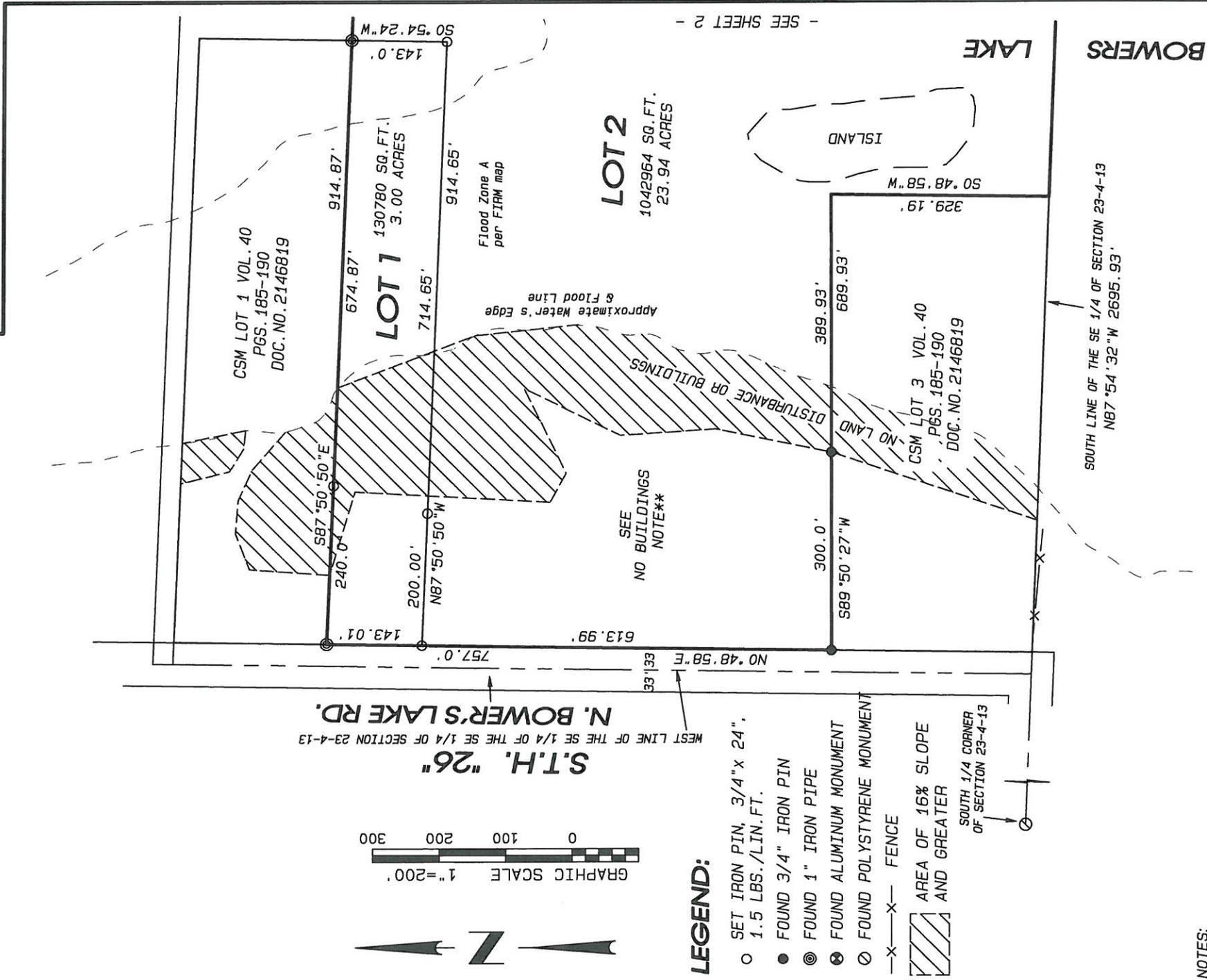
The Land Division is in accordance with the City's Comprehensive Plan for rural development.

Recommendation

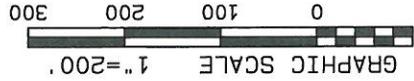
The City Administration recommends approval of the proposed 2-Lot Certified Survey Map along North Bowers Lake Road in the Town of Milton.

CERTIFIED SURVEY MAP

LOT 2 OF A CERTIFIED SURVEY MAP RECORDED IN VOLUME 40, PAGES 185 THRU 190 OF CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN, AS DOCUMENT NO.2146819 AND LOCATED IN THE SE 1/4 OF THE SE 1/4 OF SECTION 23, T.4N., R.13E. OF THE 4TH P.M., TOWN OF MILTON, ROCK COUNTY, WISCONSIN.



S.T.H. "26"
WEST LINE OF THE SE 1/4 OF THE SE 1/4 OF SECTION 23-4-13
N. BOWER'S LAKE RD.
33'133
NO *48'58"E



LEGEND:

- SET IRON PIN, 3/4" x 24", 1.5 LBS./LIN.FT.
- FOUND 3/4" IRON PIN
- ⊙ FOUND 1" IRON PIPE
- ⊗ FOUND ALUMINUM MONUMENT
- ⊕ FOUND POLYSTYRENE MONUMENT
- X-X- FENCE
- AREA OF 16% SLOPE AND GREATER
- ⊙ SOUTH 1/4 CORNER OF SECTION 23-4-13

NOTES:

FIELDWORK COMPLETED JANUARY 10, 2020.
ASSUMED NB7°54'32"W ALONG THE SOUTH LINE OF THE SE 1/4 OF SECTION 23-4-13.
LOCATION OF FLOOD LINE TAKEN FROM FIRM MAP, COMMUNITY PANEL #55105C0091E, DATED 9-16-2015.

Project No. 120-261 For: KELLY

SHEET 1 OF 5 SHEETS



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

BOWERS LAKE

LOT 2
1042964 SQ. FT.
23.94 ACRES

LOT 1
130780 SQ. FT.
3.00 ACRES

CSM LOT 1 VOL. 40
PGS. 185-190
DOC. NO. 2146819

CSM LOT 3 VOL. 40
PGS. 185-190
DOC. NO. 2146819

Flood Zone A
per FIRM map

Approximate Water's Edge
& Flood Line

SEE BUILDINGS
NOTE**

ISLAND

- SEE SHEET 2 -

SOUTH LINE OF THE SE 1/4 OF SECTION 23-4-13
NB7°54'32"W 2695.93'



Office of the City Administrator

To: Mayor Welch, Milton Plan Commission
From: Al Hulick, City Administrator
Date: September 1, 2020
Subject: Discussion and Action Regarding a 2-Lot Extraterritorial Certified Survey Map Along North McWilliam Lane

Summary

The City has received a 2-Lot Certified Survey Map in the Town of Harmony along North McWilliam Lane and East Milton-Harmony Townline Road. Because this land division falls within the City's extraterritorial plat review jurisdiction, City approval is required.

The Land Division is in accordance with the City's Comprehensive Plan for Planned Neighborhood Development.

Recommendation

The City Administration recommends approval of the proposed 2-Lot Certified Survey Map along North McWilliam Lane in the Town of Harmony.

PRELIMINARY CSM

PART OF SECTION 3, T.3N., R.13E. OF THE 4TH P.M.,
HARMONY TOWNSHIP, ROCK COUNTY, WISCONSIN.

CITY OF MILTON
CSM 32-215
V-23-1462.1

CAPITAL ASSET INVESTMENTS
CSM 39-429
V-23-1462.13

N 1/4 CORNER
SECTION 3-3-13

E 1/4 TOWNSHIP ROAD

302'

240'

349'

103'

LOT 1

1.1 ACRES
REZONE TO
COMMERCIAL

220'

220'

120'

231'

LOT 2

10.0 ACRES
RICKY CADD
6-7-19.1

NORMAN MC WILLIAM
6-7-20

N. MCWILLIAM LANE

345'

HWY 26

1675'

55'

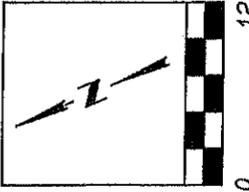
29'

61'

45'

81'

454'



NOTES:

THE BEARINGS AND DISTANCES SHOWN ARE TAKEN FROM PLAT DATA. A PLAT OF SURVEY WAS NOT PERFORMED.

Project No. 120-090 For: Cadd, Ricky March 16, 2020



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
Janesville, WI 53548
WWW.COMBSURVEY.COM
tel: 608 752-0575
fax: 608 752-0534

RECEIVED



MAR 27 2020

ROCK CO. PLANNING, ECONOMIC AND
DEVELOPMENT AGENCY

AGENCY USE ONLY

Application Number: LD2020-05

Received By - Date 3-27-2020
(MM/DD/YYYY):

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

- Major Land Division
Subdivision Plat Required
 Minor Land Division
CSM for lots 35 acres or less
Plat of Survey for lots greater than 35 acres
 Transfer to Adjoining Owner
Plat of Survey or CSM
 Lot Combination
CSM Required

- 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
- Land division is consistent with Town's Comprehensive Plan - Future Land Use Map: Yes No
- 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.
- Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
- Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	RICKY D CADD & PEGGY A CADD			Telephone:	
Address:	5829 N MC WILLIAM LN	City:	MILTON	State:	WI Zip: 53563
b. Name:				Telephone:	
Address:		City:		State:	Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	COMBS & 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.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line
Creating new lot for business

10. Land division area location:	Town of HARMONY	NE 1/4 of NW 1/4
	Section 3	Tax parcel number(s) - 6-7-19.1

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 CITY OF MILTON

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): 11.1	14. Land division area (Square feet or acres): 11.1	15. Current zoning of land division area: A-2
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division:	18. Future zoning of parent lot: A-2

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 land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have 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.

LANDOWNER/PRIMARY CONTACT SIGNATURE:

Ricky D Cadd

DATE: 3-25-20

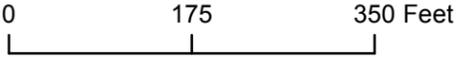
APPLICATION CHECKLIST

	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", 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"/>	NONE
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(7) Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE 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"/>	

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

LD2020_015 (Cadd)
NE 1/4 of the NW 1/4 of Section 3
Town of Harmony





Office of the City Administrator

To: Mayor Welch, Milton Plan Commission
From: Al Hulick, City Administrator
Date: September 1, 2020
Subject: Discussion and Action Regarding a 4-Lot Extraterritorial Certified Survey Map
Along North Kennedy Road

Summary

The City has received a 4-Lot Certified Survey Map in the Town of Milton along North Kennedy Road. Because this land division falls within the City's extraterritorial plat review jurisdiction, City approval is required.

The Land Division is in accordance with the City's Comprehensive Plan for rural development.

Recommendation

The City Administration recommends approval of the proposed 4-Lot Certified Survey Map along North Kennedy Road in the Town of Milton.



PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division Subdivision Plat Required **Minor Land Division** CSM for lots 35 acres or less **Transfer to Adjoining Owner** Plat of Survey or CSM **Lot Combination** CSM Required

Plat of Survey for lots greater than 35 acres

- 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
- Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
- 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.
- Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Not Applicable Yes No
- Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name: COATS INCOME TRUST-ETA (TIM HALL) Telephone: 608-449-7105
Address: 2214 E. COUNTY ROAD M City: MILTON State: WI Zip: 53563
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.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line

Include an explanation of the proposal along with any other considerations not included on the application form.

10. Land division area location: Town of MILTON SE 1/4 of NE 1/4
Section 30 Tax parcel number(s) - 026 030001

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 MILTON

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): 132.28 ACRES 14. Land division area (Square feet or acres): 32.31 ACRES 15. Current zoning of land division area: A-1

16. Number of new/additional lots created by land division: 4 17. Future zoning of new/additional lot(s) created by land division: A-3 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 land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have 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.

LANDOWNER/PRIMARY CONTACT SIGNATURE: DJ M Com DATE: 8-11-20

TOWN OF MILTON
 23 FIRST STREET
 MILTON, WI 53563

TELEPHONE: (608) 868-2465
 FAX: (608) 868-6642
 EMAIL: TOWNOFMILTON@CHARTER.NET
 WEB: WWW.TOWNOFMILTONRC.COM

TOWN OF MILTON ROCK COUNTY

TOWN USE ONLY

Application Number: _____
 Received By – Date
 (MM/DD/YYYY): _____

ZONING/LAND USE CHANGE – APPLICATION FORM

****PLEASE DO NOT COMPLETE THIS APPLICATION FORM UNTIL YOU HAVE READ THE TOWN OF MILTON ZONING/LAND USE CHANGE – APPLICATION FORM INFORMATION. PLEASE COMPLETE BOTH PAGES OF THIS FORM AND INCLUDE A MAP, CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGE 2 OF THIS FORM.****

1. Zoning/land use change type (please check only one): Re-zone Conditional use permit Variance
2. Zoning/land use change is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Zoning/land use change area is in a State-certified Farmland Preservation zoning district: Yes No
4. Zoning/land use change meets all Town Base Farm Tract requirements: Yes No
5. A land division will be required as a component of the zoning/land use change:
 If you answered **Yes**, you will need to complete the Rock County Land Division process. Please contact the Rock County Planning, Economic & Community Development Agency before completing and submitting this form. The Agency can be reached at (608) 757-5587, planning@co.rock.wi.us, or 51 S. Main St., Janesville, WI.
 Yes No Unsure
6. The zoning/land use change area is adjacent to a Rock County highway, or in the Rock County Floodplain, Shoreland Overlay, or Airport Overlay zoning district: Yes No Unsure
 If you answered **Yes** or **Unsure** and you plan to undertake any development activity (building construction/location or earth-moving activities) in the zoning/land use change area, you will/may need to obtain a Rock County Building Site Permit. Please contact the Rock County Planning, Economic & Community Development Agency before completing and submitting this form to the Town. The Agency can be reached at (608) 757-5587, planning@co.rock.wi.us, or 51 S. Main St., Janesville, WI 53545.

APPLICANT INFORMATION

7. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	Coats Income Trust - ETAL (Tim Hall)			Telephone:	(608) 449-7105
Address:	2214 E County Road M	City:	Milton	State:	WI Zip: 53563
b. Name:	Telephone:				
Address:		City:		State:	Zip:

8. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	Combs & Associates, Inc.			Telephone:	(608) 752-0575
Address:	109 W. Milwaukee Street	City:	Janesville	State:	WI Zip: 53548
b. Developer name:	Telephone:				
Address:		City:		State:	Zip:

9. Please identify the individual from 7. or 8. that will serve as the primary contact: **7a.** **7b.** **8a.** **8b.**

ZONING/LAND USE CHANGE INFORMATION

10. Reason for zoning/land use change: Sale/ownership transfer Farm consolidation Refinance Other:

11. Zoning/land use change area location:	Town of	Milton	SE 1/4 of	NE 1/4
	Section	30	Tax parcel number(s) -	026 030001

12. Zoning/land use change area is located adjacent to (check all that apply):

Local/Town road Rock County highway State highway U.S. highway

13. Landowner's contiguous property area (Square feet or acres): 132.28 14. Zoning/land use change area (Square feet or acres): 32.31

15. If you answered **Re-zone to 1.**, indicate current zoning of zoning/land use change area: A-1 16. If you answered **Re-zone to 1.**, indicate future zoning of zoning/land use change area: A-3

17. Landowners within one thousand (1,000) feet of zoning/land use change area (Use additional page (1a) if necessary):

a. Name:	Telephone:	
Address:	City:	State: Zip:
b. Name:	Telephone:	
Address:	City:	State: Zip:
c. Name:	Telephone:	
Address:	City:	State: Zip:

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a zoning/land use change in the Town of Milton, in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the *TOWN OF MILTON ZONING/LAND USE CHANGE – 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 the Town of Milton, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: _____	DATE: _____
---	--------------------

APPLICATION CHECKLIST

	Yes	No	Comment
1. Have you included a map clearly marked “ZONING/LAND USE CHANGE”, identifying the zoning/land use change area and containing all of the following information? a. Location of the zoning/land use change area by section, township, and range: b. Approximate location and dimension of EXISTING/PROPOSED property lines, including ownership, in the zoning/land use change area: c. Approximate location and dimension of all EXISTING/PROPOSED streets, including name, in and adjacent to the zoning/land use change area: d. Approximate location and dimension of all EXISTING property lines, including ownership name and zoning designation, within one thousand (1,000) feet of the zoning/land use change area: e. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Has the map been prepared at a convenient scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3. Have you provided all required application form information and has the required party signed the application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you included a hard copy of this application form, a hard copy of the map, and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

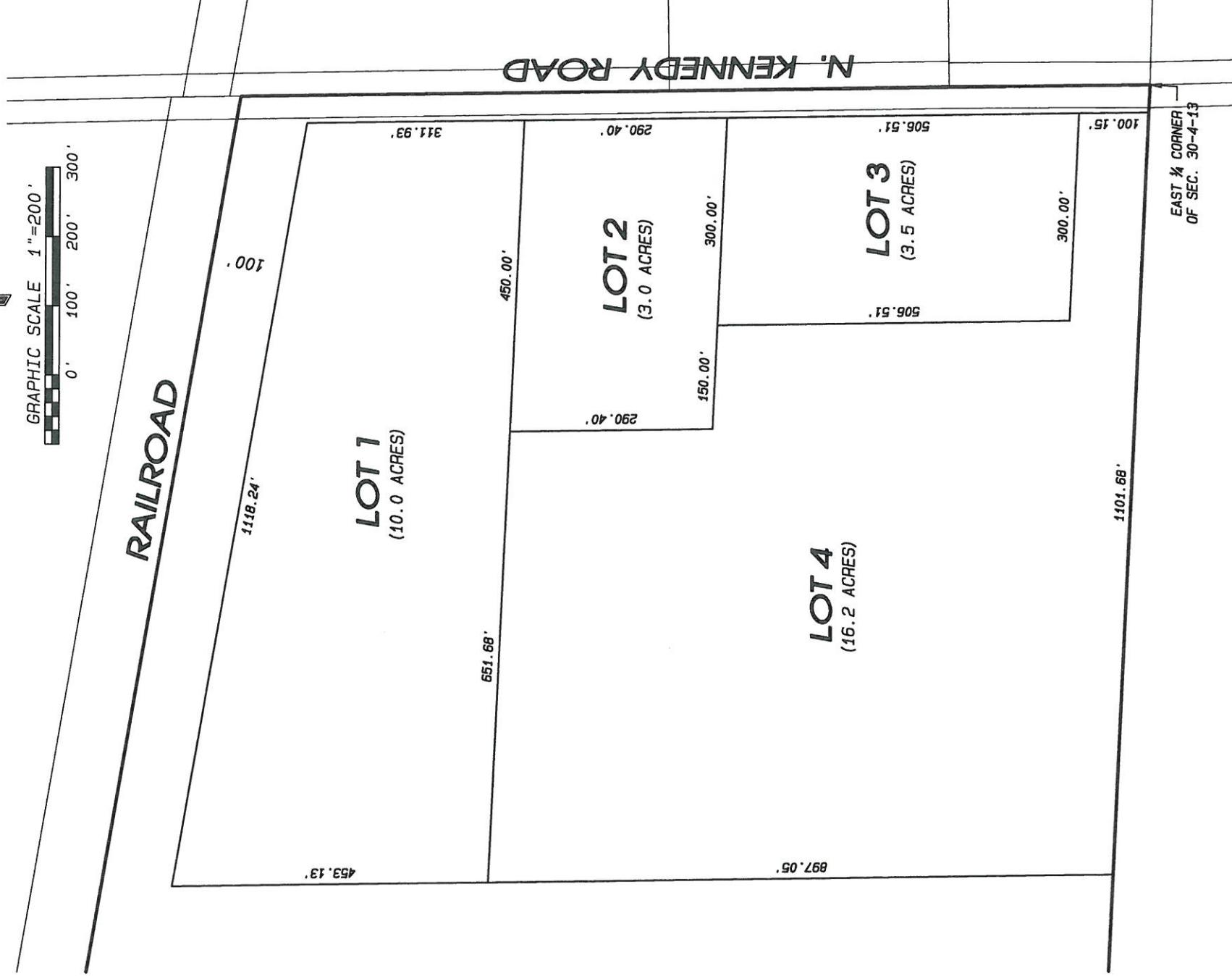
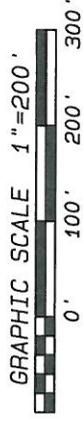
THANK YOU FOR COMPLETING THE TOWN OF MILTON ZONING/LAND USE CHANGE – APPLICATION FORM.

**PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, A COPY OF THIS APPLICATION FORM,
A COPY OF THE ZONING/LAND USE CHANGE MAP, AND THE APPLICATION FEE TO:**

TOWN OF MILTON
23 FIRST STREET
MILTON, WI 53563

PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE SE. ¼ OF THE NE. ¼ OF SECTION 30, T.4N., R.13E., OF THE 4TH P.M., MILTON TOWNSHIP, ROCK COUNTY, WISCONSIN.



DATE: 8/10/20

NOTE: THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 120 - 413 For: HALL



109 W. Milwaukee St.
Janesville, WI 53548
WWW.COMBSURVEY.COM

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

• LAND SURVEYING
• LAND PLANNING
• ASSOCIATES, INC. • CIVIL ENGINEERING



Office of the City Administrator

To: Mayor Welch, Milton Plan Commission
From: Al Hulick, City Administrator
Date: September 1, 2020
Subject: Discussion and Action Regarding a Transfer of Land Along North Vickerman Road

Summary

The City has received transfer of land in the Town of Milton along North Vickerman Road. Because this land division falls within the City's extraterritorial plat review jurisdiction, City approval is required.

The Land Division is in accordance with the City's Comprehensive Plan for rural development.

Recommendation

The City Administration recommends approval of the proposed land transfer along North Vickerman Road in the Town of Milton.

PRELIMINARY MAP

PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 30, T.4N., R.14E., OF THE 4TH P.M.,
TOWN OF LIHA, ROCK COUNTY, WISCONSIN.

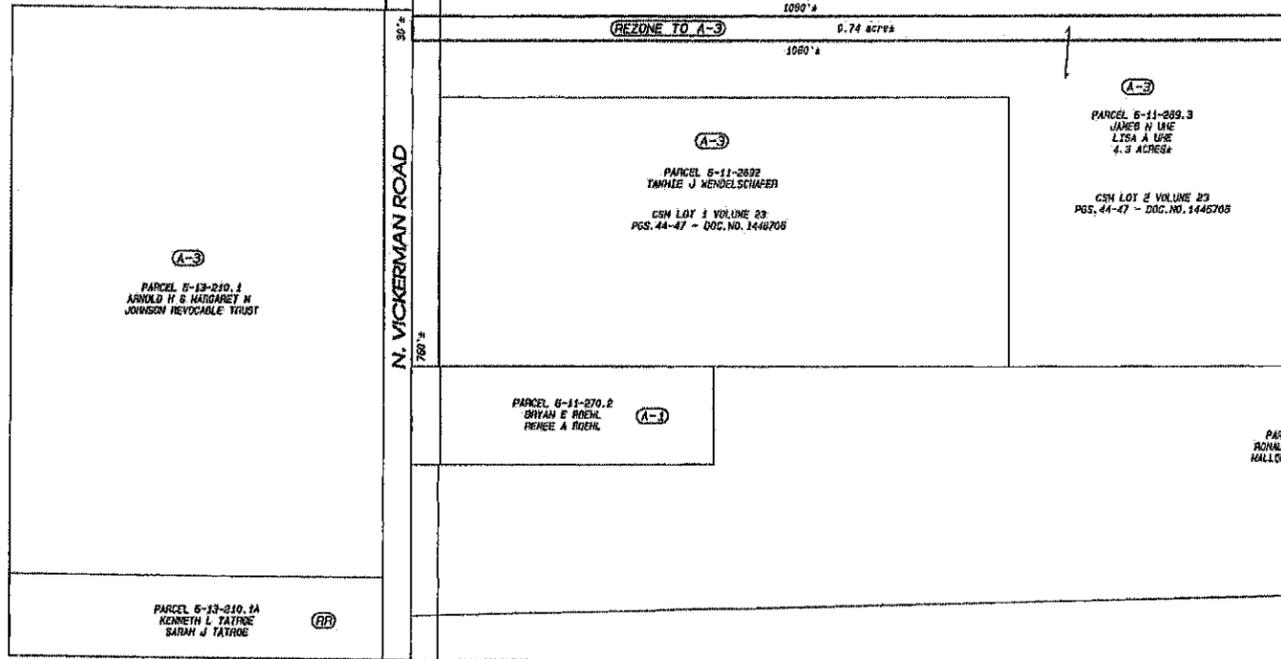
(A-3) PARCEL 6-11-267
FREDRICK FARMS LLP

(A-3)
PARCEL 6-13-210
AGNEW FARMS INC

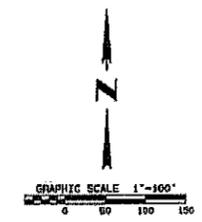
(A-3)
PARCEL 6-11-268
SUSAN L. PASSER
20 ACRES+ REMAIN

(A-3)
PARCEL 6-11-268
RETH FARMS INC

(A-3)
PARCEL 6-13-210
FREDRICK FARMS LLP



N. VICKERMAN ROAD



(A-3) PARCEL 6-13-210.1A
KENNETH L. TATPKE
SARAH J. TATPKE

(A-3) PARCEL 6-11-270.3
RONALD R. & BARBARA E.
HALLON REVOCABLE TRUST

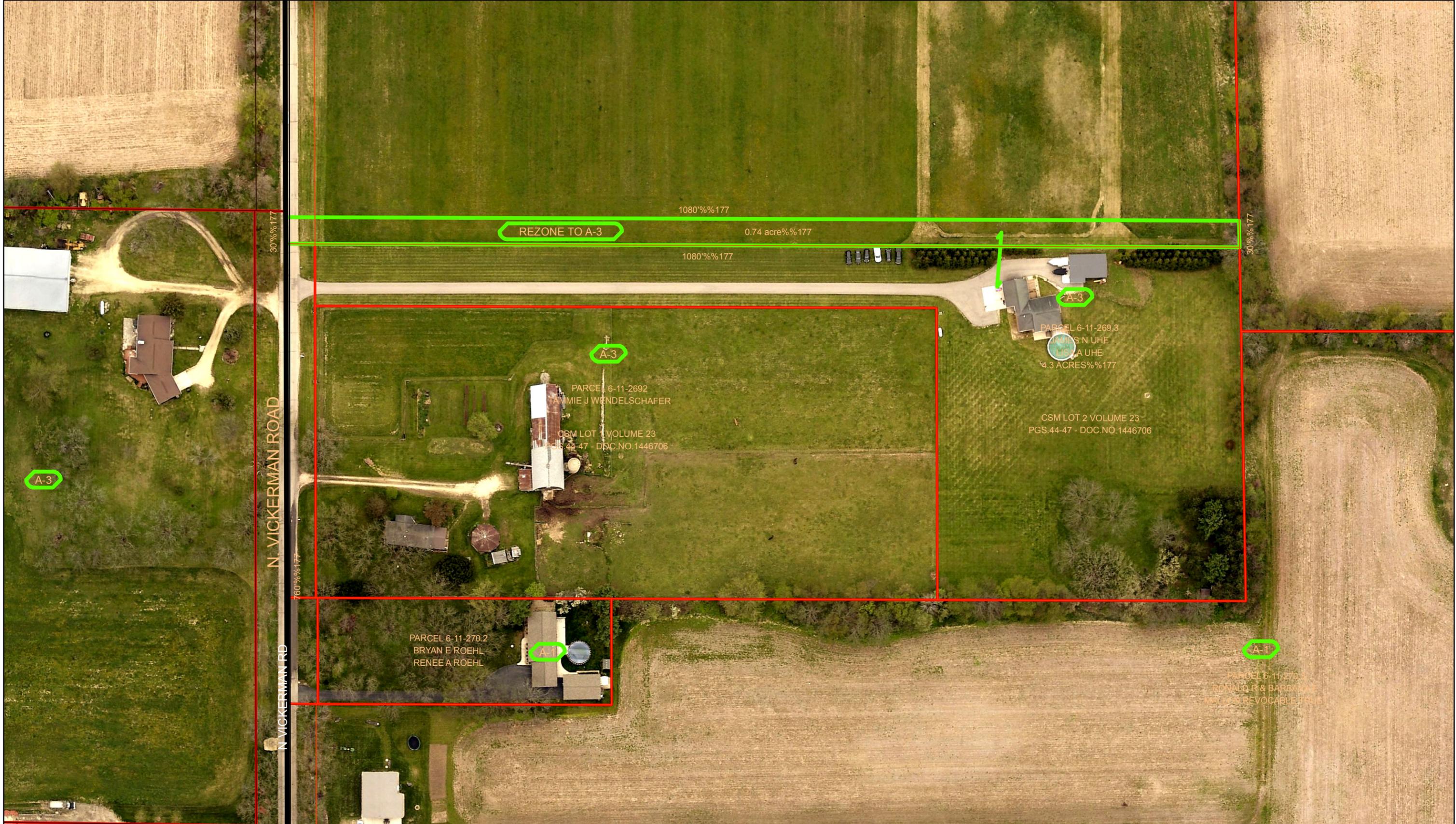
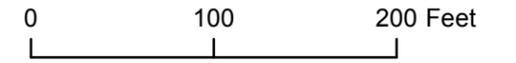
(A-3) PARCEL 6-13-210
AGNEW FARMS INC

(A-3)
PARCEL 6-11-270
AGNEW FARMS INC

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

<p>309 N. Milwaukee St. JANESVILLE, WI 53540 WWW.COMBSANDASSOCIATES.COM</p>	• LAND SURVEYING	DATE	07/09/20
	• LAND PLANNING	BY	SJJ
	• CIVIL ENGINEERING	PROJECT NO.	120-163
		CLIENT	PASSER

LD2020_045 (Passer) SW 1/4 of the NW 1/4 of Section 30 Town of Lima



RECEIVED

JUL 27 2020

ROCK CO. PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY



AGENCY USE ONLY

Application Number: LD2020.045

Received By - Date (MM/DD/YYYY): 7-27-2020

PRELIMINARY LAND DIVISION APPLICATION FORM

PROPOSED LAND DIVISION CLASSIFICATION:

Major Land Division
Subdivision Plat Required

 Minor Land Division
CSM for lots 35 acres or less
 Plat of Survey for lots greater than 35 acres

 Transfer to Adjoining Owner
Plat of Survey or CSM

 Lot Combination
CSM Required

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: Not Applicable Yes No
5. Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	SUSAN L PASSER			Telephone:			
Address:	7802 N VICKERMAN RD	City:	MILTON	State:	WI	Zip:	53563
b. Name:	JAMES N UHE & LISA A UHE			Telephone:			
Address:	7616 N VICKERMAN RD	City:	MILTON	State:	WI	Zip:	53563

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.

PROPERTY INFORMATION

9. Reason for application: Sale/ownership transfer Farm consolidation Create Conforming Lot Adjust Lot Line
 Sale between adjoining owners of a 30' strip.

10. Land division area location:

Town of LIMA	SW 1/4 of NW 1/4
Section 30	Tax parcel number(s) - 6-11-269

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 CITY OF MILTON

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): 29.5	14. Land division area (Square feet or acres): 0.74	15. Current zoning of land division area: A1
16. Number of new/additional lots created by land division: 0	17. Future zoning of new/additional lot(s) created by land division: A3	18. Future zoning of parent lot: A1

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

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

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

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

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have 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.

LANDOWNER/PRIMARY CONTACT SIGNATURE: Susan L Passer DATE: 7/27/20

APPLICATION CHECKLIST

	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY, CERTIFIED SURVEY MAP OR SUBDIVISION PLAT", 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"/>	NONE
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(4) Rail lines:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(5) Private water wells or water supply systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(7) Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(9) Vegetative land cover type:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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 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 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"/>	

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**