



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, AUGUST 11, 2011 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
ROCK COUNTY COURT HOUSE
JANESVILLE, WI
AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of meeting held Thursday, July 28, 2011
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Resolution Authorizing the Acceptance of a Lake Management Protection Grant for Shoreland Zoning Ordinance Development
 - B. **Action Item:** Preliminary Approval of Land Divisions
 - LD 2011 028 (Janesville Township) – Calvin Janisch Estate
 - LD 2011 029 (Milton Township) – Roger & Sandra Douglas Trust
 - LD 2011 030 (Johnstown Township) – Shadco LLC
 - D. **Information Item:** Draft Land Division Regulations Update
6. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
7. Director's Report
 - Housing Division
 - Rock River Coalition: "Send Your Legislator Down the River" (Sept. 12th)
8. Committee Reports
9. Adjournment

Future Meetings/Work Sessions

August 25, 2011 (8:00 AM)
September 8, 2011 (8:00 AM)
September 22, 2011 (8:00 AM)
October 13, 2011 (8:00 AM)
October 27, 2011 (8:00 AM)

Non-Committee Future Meetings

August 17, 2011 – (6:00 – 8:00 PM) Land Division Regulations Update Open House
Courthouse Conference Center, 2nd Floor Room 250

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Planning & Development Agency
INITIATED BY



Paul Benjamin
DRAFTED BY

Planning & Development Agency
SUBMITTED BY

July 27, 2011
DATE DRAFTED

**AUTHORIZING THE ACCEPTANCE OF A LAKE MANAGEMENT PROTECTION GRANT
FOR SHORELAND ZONING ORDINANCE DEVELOPMENT**

- 1 **WHEREAS**, Rock County is required to adopt shoreland zoning regulations in accordance with
2 Wisconsin State Statute 59.692; and,
3
4 **WHEREAS**, Rock County adopted shoreland zoning regulations in 1983 and subsequent amendments;
5 and,
6
7 **WHEREAS**, on February 1, 2010, the State of Wisconsin Department of Natural Resources amended NR
8 115 Shoreland Zoning to protect our lakes and rivers; and,
9
10 **WHEREAS**, Rock County has until February 1, 2012 to amend its shoreland zoning ordinance to comply
11 with Wisconsin State Statute 59.692 and NR 115; and,
12
13 **WHEREAS**, Rock County intends to continue to enforce shoreland zoning regulations and amend
14 ordinance language to comply with NR 115 in order to protect water quality, public recreation
15 opportunities, natural ecosystems and natural beauty; and,
16
17 **WHEREAS**, Rock County will utilize existing staff from the Planning and Development Agency, who
18 are qualified to carry out the responsibilities of this ordinance amendment and public education, and
19 existing budget support resources to insure no additional net appropriation funding is required; and,
20
21 **WHEREAS**, the Rock County Board of Supervisors, on April 14th, 2011, authorized the Rock County
22 Planning and Development Agency to apply for a Lake Management Protection Grant for Ordinance
23 Development; and,
24
25 **WHEREAS**, Rock County has been notified of approval of a Lake Management Protection Grant, which
26 shall provide reimbursement for up to 75 percent of the County's cost of preparing a shoreland zoning
27 ordinance amendment in compliance with NR 115 not to exceed \$5,000 based upon a total ordinance
28 amendment cost of \$6,667.00; and,
29
30 **WHEREAS**, it is necessary for the Rock County Board of Supervisors to approve the acceptance of the
31 Grant for Rock County to receive funds from this program.
32
33 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors on this ____ day
34 of _____, 2011 hereby authorizes and approves that the Rock County Planning and Development
35 Agency may accept funds and assistance available from the Wisconsin Department of Natural Resources
36 under the Lake Management Protection Grant program for the Development of Local Regulations and
37 Ordinances, authorized by Chaps 281.69 and 281.71, Wis. Stats and NR 191, Wis. Admin. Code.
38
39 **BE IT FURTHER RESOLVED** that the Rock County Board of Supervisors hereby authorizes that Paul
40 Benjamin, Planning Director, may act on behalf of the Rock County Planning and Development Agency
41 to sign the grant agreement, accepting the grant award from the State of Wisconsin for financial aid for
42 shoreland ordinance development, and sign documents related to the administration of the grant.

AUTHORIZING A LAKE MANAGEMENT PROTECTION GRANT ACCEPTANCE FOR SHORELAND ZONING ORDINANCE DEVELOPMENT

Page 2

43 **BE IT FURTHER RESOLVED** by the Rock County Board of Supervisors that the Rock County
44 Planning and Development Agency will meet the obligations of NR 115 and meet the financial
45 obligations under this grant including the matching commitment of \$1,667.

46
47 **BE IT FURTHER RESOLVED** that the 2011 County Budget be amended as follows:
48

49		Budget at	Amount of	Amended
50		July 1, 2011	Increase/Decrease	Budget
51	<u>Source of Funds:</u>			
52	State Aid			
53	64-6406-0000-42200	-0-	\$ 5,000	\$ 5,000
54				
55	<u>Use of Funds:</u>			
56	Administration Expense			
57	64-6406-0000-63110	-0-	\$ 5,000	\$ 5,000

Respectfully submitted,

Planning & Development Committee

Alan Sweeney, Chair

Mary Mawhinney, Vice Chair

Wayne Gustina

Marilynn Jensen

Phillip Owens


FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

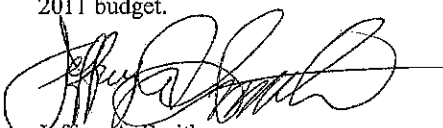
ADMINISTRATIVE NOTE:

Recommended


Craig Knutson
County Administrator

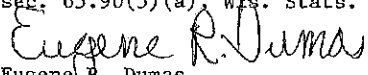
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of a \$5,000 State Grant for Shoreland Zoning Ordinance development. The County's 25% matching share is already included in Planning's 2011 budget.


Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes section 59.52(19). As an amendment to the adopted 2011 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Eugene R. Dumas
Deputy Corporation Counsel

EXECUTIVE SUMMARY

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A LAKE MANAGEMENT PROTECTION GRANT FOR SHORELAND ZONING ORDINANCE DEVELOPMENT

In February 1, 2010, revised Shoreland Zoning rules went into effect in Wisconsin through the amendment of Chapter NR 115 Wisconsin Administrative Code. These revisions are a result of a multi-year process of public comments, hearings and modifications conducted in an effort to balance the public purpose of shoreland zoning with property rights of landowners.

Wisconsin counties are required to adopt and enforce shoreland zoning regulations to “further the maintenance of safe and healthful conditions; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses and reserve shore cover and natural beauty.” Rock County has enforced a shoreland zoning ordinance, with amendments, since 1983. The revision to the state code requires counties to adopt the amendments by February 1, 2012.

The Department Natural Resources (DNR) provides grant funding through the Lake Protection Grant Program for ordinance development. Grant awards in the amount of \$5000 maximum are available for counties who choose to amend their ordinance to meet minimum standards. This is a reimbursement grant program consisting of a 75% state cost-share, which will require the county to provide at least \$1667.00 in local match for a total minimum project cost of \$6667.00 in order to receive the full grant amount. Rock County Planning and Development Agency staff intends to complete this project with existing staff and resources (which may be considered the local match), including conducting public education, without exceeding this cost.

The Rock County Board of Supervisors authorized the Rock County Planning and Development Agency to submit a grant application on April 14, 2011, which was subsequently approved for funding as part of the state biennial budget process. The project period is July 1, 2011 to December 31, 2012. In order to accept the award, a final agreement must be signed and returned to the DNR.

By the proposed action, the Rock County Board of Supervisors authorizes the Rock County Planning and Development Agency, through Paul Benjamin, Director, to sign the grant agreement to accept the partial funding for the required shoreland ordinance amendments. Approval of the resolution also amends the 2011 County Budget to accept these funds.



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Preliminary Approval of Land Division

DATE: August 3, 2011

Summary:

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

- LD 2011 028 (Janesville Township) – Calvin Janisch
- LD 2011 029 (Milton Township) – Roger & Sandra Douglas Trust
- LD 2011 030 (Johnstown Township) – Shadco LLC

Recommendation:

P&D Agency Staff recommends Preliminary Approval of Land Divisions 2011 028, 029 and 030 with the conditions presented.

Town Status: LD 2011 028

- Town Board Approved
 Town Planning & Zoning Approved
 Scheduled

Town Status: LD 2011 029

- Town Board Approved
 Town Planning & Zoning Approved
 Scheduled 8/8/11 TB & PZ

Town Status: LD 2011 030

- Town Board Approved
 Town Planning & Zoning Approved
 Scheduled

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Calvin Janisch C/o Marni Janisch, Personal Representative 2901 Harvard Drive Janesville, WI 53548	LAND DIVISION NO:	LD#2011 028
		DATE SUBMITTED:	July 18, 2011
LOCATION:	SE ¼ SW ¼ Section 8	E.T. JURISDICTION:	City of Janesville
		SURVEYOR:	Combs & Associates, Inc.
ORIGINAL AREA:	50.75 Acres +	TOWNSHIP:	Janesville
FINAL AREA:	5.4 Acres ±	NUMBER OF LOTS:	1
PRESENT ZONING:	A-1	PROPOSED FUTURE ZONING:	A-1 CUP

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Splitting off existing buildings

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 5300 Block W. USH 14

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 50-foot 1/2 ROW to be dedicated along W. USH 14.
3. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
4. Show septic system and well locations for existing structures on final CSM.
5. Land division abutting a state trunk highway or connecting highway to comply with DOT Trans.233.
6. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before August 11, 2012.

- 7. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
- 8. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.

Signed Colin M. Byrne
 Dept. of Planning, Economic & Community Development

DATE: 7/22/11

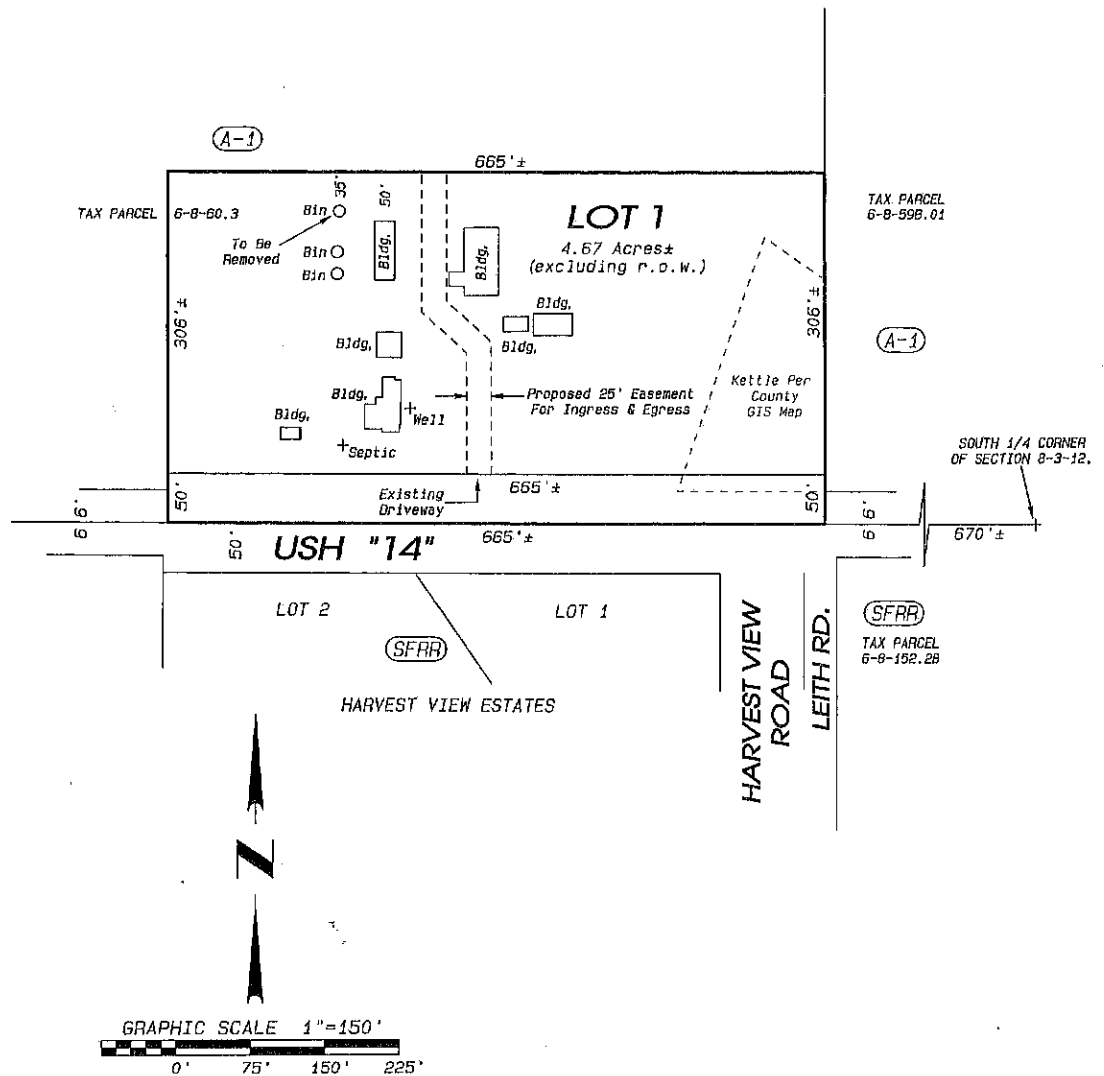
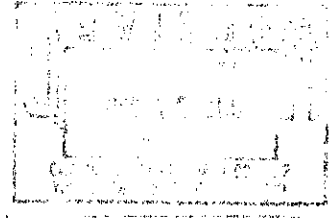
NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON AUGUST 11, 2011 AT 8:00 A.M.** AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PRELIMINARY CERTIFIED SURVEY MAP

LOCATED IN THE SE 1/4 OF THE SW 1/4 AND IN THE SECTION 8, T.3N., R.12E. OF THE 4TH P.M.,
TOWN OF JANESVILLE, ROCK COUNTY, WISCONSIN.



NOTES:

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 111 - 178 For: JANISCH

DATE: JUNE 22nd, 2011



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.
Janesville, WI 53540
www.combsurvey.com

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

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Roger & Sandra Douglas Trust 6216 E. Storrs Lake Road Milton, WI 53563	LAND DIVISION NO:	LD#2011 029
		DATE SUBMITTED:	July 18, 2011
LOCATION:	NW ¼ SE ¼ Section 26	E.T. JURISDICTION:	
		SURVEYOR:	Combs & Associates, Inc.
ORIGINAL AREA:	24.76 Acres ±	TOWNSHIP:	Milton
FINAL AREA:	3.0 Acres ±	NUMBER OF LOTS:	1
PRESENT ZONING:	A-2	PROPOSED FUTURE ZONING:	A-3

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Create buildable lot.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 6200 Block E. Storr's Lake Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Acceptable soil and site evaluation report received on lot.
2. Require a Rock County Land Division Conservation Easement for 75-foot setback on all navigable waters within the County. In addition, prior to any land disturbing activity on the parcel, the Conservation Easement boundaries shall be marked with highly visible flagging tape. Erosion control measures are also required if the Conservation Easement is down slope from disturbance.
3. Lot 1 to be pre-planned due to being in an environmentally significant area. Lot drawing to include slopes over 12%, utility easements, access location, conservation easement, soil test area and building envelope. No Conservation Easement Area shall be contained within the Building Envelope as depicted on the pre-planned lot. A copy of the lot layout to be placed on file with the committee designee. Submit for approval ten (10) days prior to submitting final map.

- 4. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before August 11, 2012.
- 5. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
- 6. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.

Signed *Colin M. Byrnes*
 Dept. of Planning, Economic & Community Development

DATE: 7/21/11

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE ON AUGUST 11, 2011 AT 8:00 A.M. AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Shadco, LLC 1903 St. George Lane Janesville, WI 53545	LAND DIVISION NO:	LD#2011 030
		DATE SUBMITTED:	July 18, 2011
LOCATION:	SW ¼ SE ¼ Section 16	E.T. JURISDICTION:	
		SURVEYOR:	Combs & Associates, Inc.
ORIGINAL AREA:	210 Acres ±	TOWNSHIP:	Johnstown
FINAL AREA:	4.62 Acres ±	NUMBER OF LOTS:	1
PRESENT ZONING:	A-1	PROPOSED FUTURE ZONING:	A-1 CUP

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Splitting off residence and building.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 2900 Block N. Hall Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 33-foot 1/2 ROW to be dedicated along N. Hall Rd.
3. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
4. Show septic system and well locations for existing structures on final CSM.
5. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before August 11, 2012.
6. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval.

Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.

- 7. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.

Signed Colin M. Byrnes DATE: 7/22/11
 Dept. of Planning, Economic & Community Development

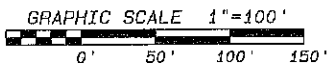
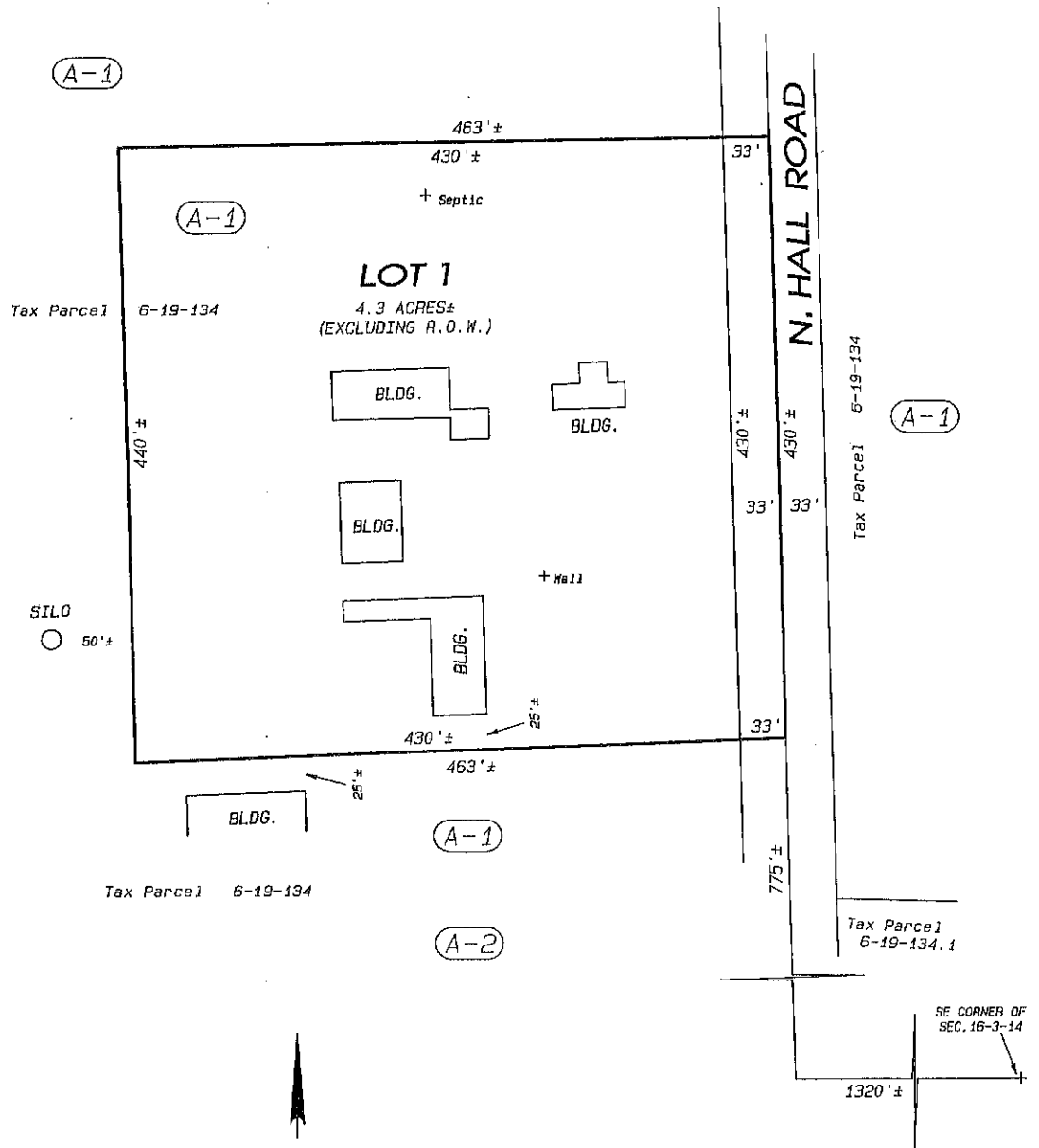
NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON AUGUST 11, 2011 AT 8:00 A.M.** AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PRELIMINARY CERTIFIED SURVEY MAP

LOCATED IN THE SW 1/4 OF THE SE 1/4 OF SECTION 16, T.3N.,R.14E. OF THE 4TH PM., TOWN OF JOHNSTOWN, ROCK COUNTY, WISCONSIN.



DATE: JULY 6TH, 2011

NOTES:

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

THE BASIS OF BEARINGS IS ASSUMED.

Project No. 111- 168

For: SHADCO, LLC



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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

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

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464000000-63200	PUBL/SUBCR/DUES	1,650.00 45.9%	758.50	0.01	891.49		
	P1102690-PO# 08/01/11 -VN#018277			CLINTON TOPPER		31.95	
	P1102691-PO# 08/01/11 -VN#035277			AMERICAN PLANNING ASSOCIATION		335.00	
	P1102764-PO# 08/01/11 -VN#017520			WISCONSIN NATURAL RESOURCES		8.97	
			CLOSING BALANCE		515.57		375.92
	PLANNING		PROG-TOTAL-PO			375.92	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$375.92 INCURRED BY PLANNING. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

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

AUG 11 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN. EXPENSE	109,871.00 4.1%	5,097.49	-506.85	105,280.36		
	P1100517-PO# 08/01/11 -VN#012615			FEDERAL EXPRESS CORP		94.80	
			CLOSING BALANCE		105,185.56		94.80
	HG CLRING A/C		PROG-TOTAL-PO			94.80	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$94.80 INCURRED BY HOUSING GRANT CLEARING ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

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

AUG 1 1 2011 DATE _____ CHAIR