



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, SEPTEMBER 8, 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, August 25, 2011
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Public Hearing – Rock County Shoreland Conditional Use Permit – Rodney Van Beek
 - B. **Action Item:** Approval of Rock County Shoreland Conditional Use Permit – Rodney Van Beek
 - C. **Action Item:** Preliminary Approval of Land Divisions
 - LD 2011 032 (Union Township) – Dennis Midthun
 - LD 2011 035 (Newark Township) – Terry Streich
 - Ld 2011 036 (Newark Township) – Nancy Christopherson
 - D. Information Item: Land Division Regulations Revision Update
6. 2012 Planning & Development Budget Submission
 - A. Information Item: Proposed 2012 Fee Schedule
 - Shoreland Permit Fees for Shoreland Restoration Projects
 - Board of Adjustment Application Fees
7. Redistricting
 - A. Information Item: Rock County Supervisory District Plan
8. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers

9. Housing & Community Development

- A. **Action Item:** CDBG – Small Cities (ID: 020649D1) = \$8,375
- B. **Action Item:** Request to Cancel Loan ID 020678
- C. **Action Item:** Request for Amendment to Housing & Community Development Policy & Procedure Manual
- D. **Information Item:** CDBG Revolving Fund – Request for Emergency Assistance (ID: 020690D1) = \$2,000
- E. **Information Item:** Rock County – Community Development Mortgage Foreclosures
- F. **Potential Conflict of Interest – Yes,**
- G. **Information Verification Statement**

10. Committee Reports

11. Adjournment

Future Meetings/Work Sessions

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

Non-Committee Future Meetings

ROCK COUNTY PLANNING, ECONOMIC, & COMMUNITY
 DEVELOPMENT AGENCY
 51 SOUTH MAIN STREET
 JANESVILLE, WI 53545
 TEL: (608) 757-5587
 FAX: (608) 757-5586
 WEB: WWW.CO.ROCK.WI.US



RECEIVED	
<small>AGENCY USE ONLY</small>	
Application No	2011 008
Date Received	AUG 22 2011
ROCK CO. PLANNING, ECONOMIC AND COMMUNITY DEVELOPMENT AGENCY	
Received by	<i>[Signature]</i>

SHORELAND CONDITIONAL USE PERMIT APPLICATION

APPLICANT INFORMATION

OWNER INFORMATION

(1) Name	<i>Redney Van Beek</i>	Telephone	<i>608-289-8700</i>
Address	<i>3501 W. 3rd St</i>	City	<i>Afton</i>
		State	<i>WI</i>
		Zip	<i>53501</i>

PROPERTY INFORMATION

LOCATION

Subdivision Name	<i>NA</i>	Lot & Block	<i>034 07900601/034 083002</i>
Lot Size	<i>35 acres / 30 acres</i>	Present Use	<i>Ag - rec</i>

Present Improvements on Land *none*

Proposed Use or Activity	<i>Ag - rec</i>
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PROJECT INFORMATION

Submit site plan (scale not less than 1" = 200') indicating: area to be filled, graded or dredged, existing and proposed structures, and erosion control measures

Amount of fill in cubic yards	<i>2,000 yd³</i>
Amount of disturbed area (square feet)	<i>87,000 sq/ft</i>
Planned Completion Date	<i>10/30/11</i>

Any change in the approved permit requires review by this agency.
 Any change without prior approval violates the ordinance and will subject applicant to legal action
 (I/We) hereby request a Conditional Use Permit as authorized in Section 16.23 of the Rock County Zoning Ordinance for: Shoreland and County Property.

SIGNATURE

Property Owner _____ OR Agent/Surveyor *[Signature]*

Approved by the Rock County Planning & Development Committee on _____

Committee Designee _____ Date _____



August 25, 2011

LEGAL NOTICE

Notice is hereby given that the Rock County Planning and Development Committee will hear the request of Rodney Van Beek for a Shoreland Conditional Use Permit to grade over 1,000 square feet and/or fill over 40 cubic yards in the Shoreland/Floodplain Zoning District of Bass Creek. The proposed project includes construction of a water control structure and waterfowl scrapes as part of a wildlife habitat restoration effort.

The property is located in the SW1/4 of the NW1/4 of Section 28, Rock Township. More commonly known as 3810 W. Third St., Afton WI.

The Public Hearing will take place in the Courthouse Conference Center, second floor, east wing of the Rock County Courthouse, 51 S. Main Street, Janesville, WI at 8:00 am on Thursday, September 8th, 2011.

Please contact the Rock County Planning & Development Agency with any questions at 608-757-5587.

Paul Benjamin
Director of Planning, Economic & Community Development



ROCK COUNTY GOVERNMENT
Planning & Development Agency

MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Shoreland Conditional Use Permit #2011 008 – Rodney Van Beek, SW1/4 NW1/4
Section 28, Rock Township, 3810 W. Third St., Afton WI

DATE: September 1, 2011

Summary:

The Rock County Shoreland Zoning Ordinance (Chapter 16 of the Rock County Code of Ordinances) has jurisdiction within 1,000 ft of the ordinary high-water mark of lakes, ponds and flowages and within 300 ft of the ordinary high-water mark of navigable rivers or streams or to the landward side of the floodplain, which ever is greater. In addition to provisions for Shoreland Permits (which are issued by staff), the Ordinance also has provisions for Shoreland Conditional Use Permits. These types of permits require a public hearing and review and action (either deny, approve or approve with conditions) by the P&D Committee.

As per sec. 16.23, in part, a Conditional Use Permit in the Shoreland District shall be issued only upon satisfaction of the following requirements:

- (A) The maintenance of safe and healthful conditions
- (B) The prevention and control of water pollution, flood water inundation, and sedimentation
- (C) The need of the proposed use for a shoreland location
- (D) The erosion potential of the site based on the degree and direction of slope, soil type and vegetative cover
- (E) The amount of liquid wastes to be generated and the adequacy of the proposed disposal system

A Conditional Use Permit in the Shoreland District is based on the amount of land disturbance created by the use. Section 16.34(3) outlines the threshold for a Conditional Use Permit as any filling, grading, or excavating of an area where there is either a single area of more that 1,000 square feet exposed or the cumulative exposed area exceeds 1,000 square feet or more than 40 cubic yards of fill is deposited.

Rock County P&D Staff has received a request from Rodney Van Beek to build a water control structure and waterfowl scrapes for a wetland habitat restoration project in the Shoreland/Floodplain District of Bass Creek (tributary to the Rock River). Representatives from the Wisconsin Waterfowl Association are facilitating the project (see enclosed project narrative). The Wisconsin Department of Natural Resources has issued an approval letter.

The project will enhance the continued viability of the wetland complex along with providing additional habitat. Staff fully supports joint private/non-profit ventures like this and recommend approval as it meets the Conditional Use criteria.

Recommendations:

In review of the application materials, considering the criteria above, staff recommends approval of the Shoreland Conditional Use Permit 2011 008 subject to the following conditions:

1. Any project modifications or additions shall be submitted to Staff for review and approval.
2. Applicant or contractor shall contact staff prior to the start of construction for an on site preconstruction meeting to confirm plans.
3. Obtain all other necessary permits from Federal, State, and Local Agencies for the project.
4. Install and maintain temporary erosion control measures until seeded permanent vegetative cover is established. Ground disturbance shall be kept to a minimum.
5. This permit expires one year from the date of Committee approval.

VanBeek Narrative

The project is part of a larger restoration project for wildlife habitat on the property. The project is located at its closest point 1000+ feet north of Bass Creek. The site was drained for agricultural use. The drainage features area still present but significantly degraded. A ditch runs out of the current basin draining it and reducing its hydro period. RCG dominates the scrape areas and a monotypic stand of vegetation significantly reducing the areas wildlife value. No agricultural land will be converted because it is currently all unproductive land due to hydrological impacts.

The water control structure will allow for management of the site to increase open water and species diversity within the wetland area. A rock spillway will be constructed over the roadway to allow high-water events to pass through the site. Currently high flows move over the road in a narrow area a spillway will reduce maintenance and increase flow capacity during high water events. The spillway is considered maintenance of the roadway. The spillway will be set at 98.6, the current low point in the road. A scrape will be used to create some black material immediately adjacent to the road to cover the rock and slopes so permanent native vegetation can become established (20 yds). A 24" stop log structure will be fitted onto the current 24" culvert presently draining the basin with an invert of 96.6. For three years prior the current culvert has failed due to age. This has allowed water to fill the wetland basin and not have an outlet. The water control structure will allow an outlet and the spillway will increase capacity during high water events.

As seen on the 1937 air photo this road grade was well established for access to the back portion of the property for ag use. All work on the existing road grade will remain within the original foot print and reduce future maintenance through the establishment of a permanent spillway and a water control structure.

In the second basin all scrapes will be done in RCG dominated areas. Micro topography identified on the project plan map will only remove the RCG root mass and associated material. This material will be spread thinly where RCG is a monoculture. The scrapes will average 2' in depth and all spoil material will be placed in the ag field identified in the project plan map. This will expose the native seed bank and with restored hydrology a diverse wetland plant community will respond. Scrape: 200' x 200' x 24"

Total area of disturbance will be 2 acres. The scrape will be less than 1 acre in size and the spoil area will be 1 acre in size. The spoil will be located in an already disturbed ag field. All work and disturbance is out of the floodway and no fill material is being placed in a wetland.

All disturbed area will be seeded with a cover crop of oats or annual rye and where appropriate native grass and forbes will be seeded as permanent cover. All slopes on the scrapes will be 8:1 or greater. The project will be completed with a dozer.

Thanks
Peter Ziegler
Wisconsin Waterfowl Association
wwetlands@gmail.com
262-470-4301

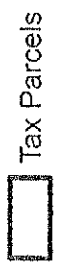


Wetland Habitat Restoration Area



Van Beek
Shoreland CUP Project Area
Rock Twnshp.







Legend

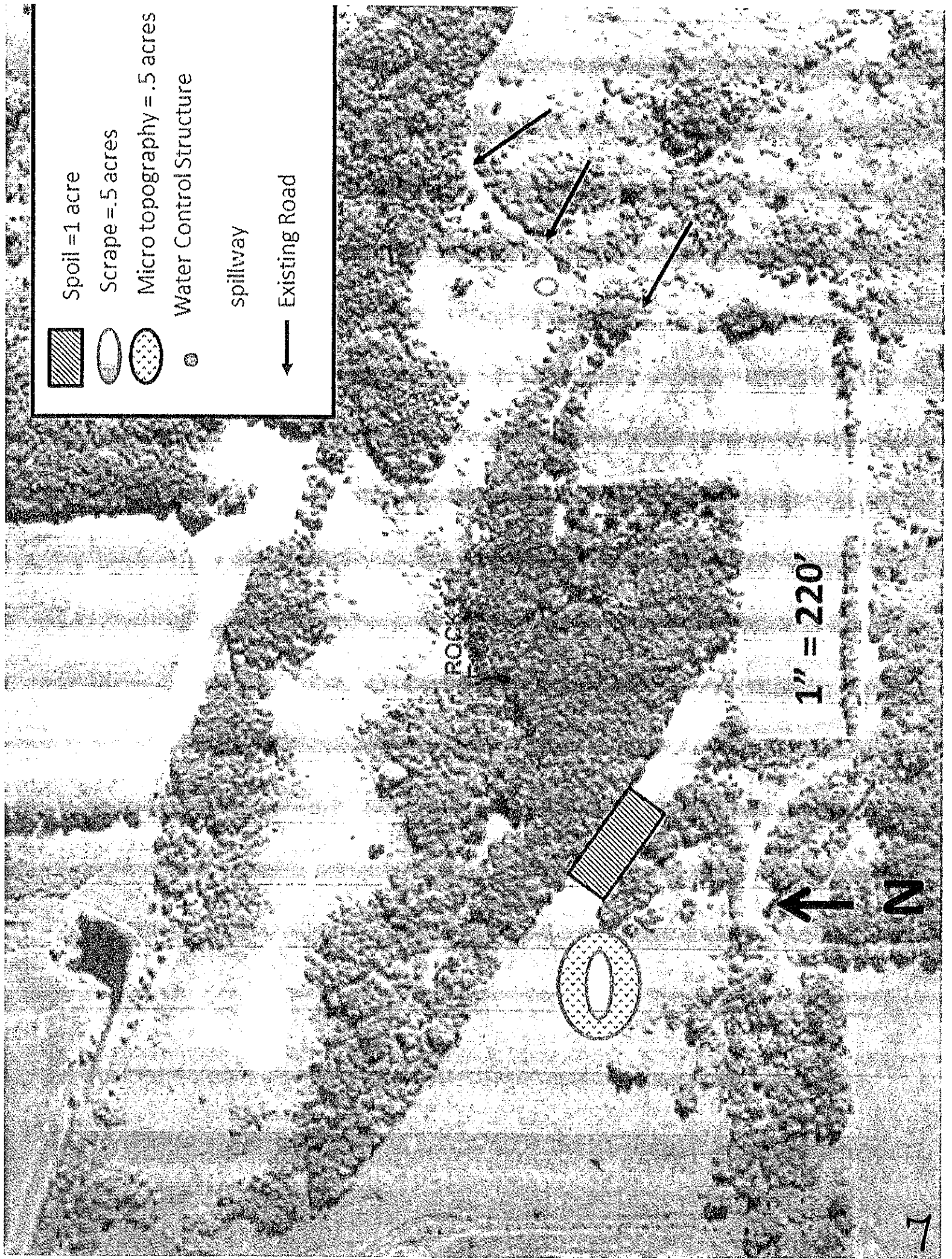


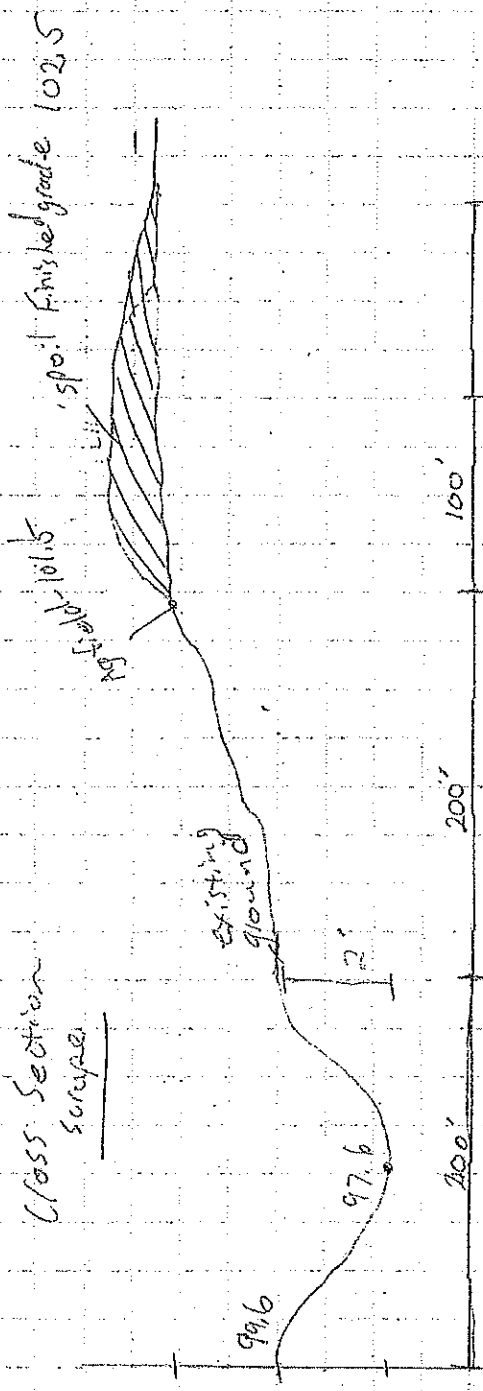
Tax Parcels

1 inch = 800 feet

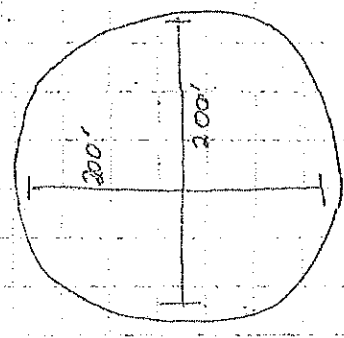
Airphoto: March 2010

	Spoil = 1 acre
	Scrape = .5 acres
	Micro topography = .5 acres
	Water Control Structure
	spillway
	Existing Road

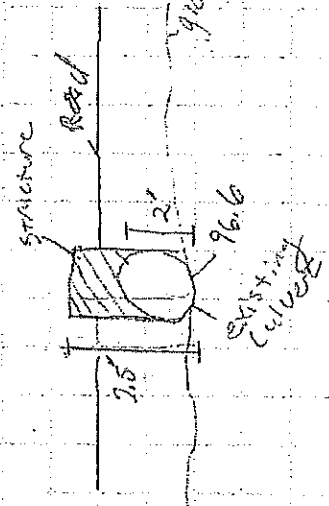




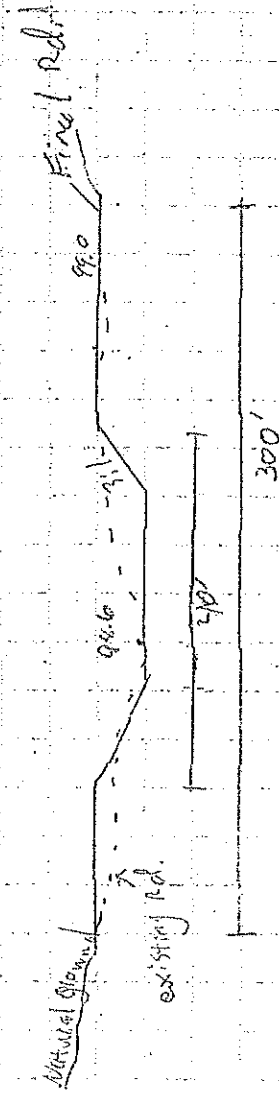
Scrape



Water Control
Structure



Spillway

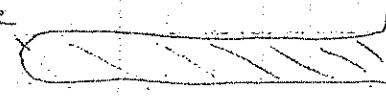


Gross Section

Road + Structure

Property line - North

Property line - West



Sewer

Road bed

Structure

Elevation (+)

Distance (-)

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
South Central Region Headquarters
3911 Fish Hatchery Road
Fitchburg, WI 53711-5397

Scott Walker, Governor
Cathy Stepp, Secretary
Lloyd L. Eagan, Regional Director
Telephone 608-275-3266
FAX 608-275-3338
TTY Access via relay - 711



08/02/2011

GP-SC-2011-54-04954
GP-SC-2011-54-04955

Rodney Van Beek
3801 West 3rd Street
Afton, WI 53501

Dear Mr. Van Beek:


Thank you for submitting an application for a General Permit to construct a wildlife pond Bass Creek in Rock County.

You have certified that your project meets the eligibility criteria for this activity. Based upon your signed certification you may proceed with your project. Please take this time to re-read the permit standards and conditions. You are responsible for meeting all general permit eligibility standards and permit conditions. This includes notifying the Department before starting the project, and submitting photographs within one week of project completion. Please note that your project must be complete within 3 years of the date of this letter.

The Department conducts routine and annual compliance monitoring inspections. Our staff may follow up and inspect your project to verify compliance with state statutes and codes. If you need to modify your project please contact your local Water Management Specialist, Al Byla at (608) 275-3330 to discuss your proposed modifications.

Thank you for applying for a waterway permit. The Department of Natural Resources appreciates your willingness to comply with waterway regulations, which help to protect the water quality, fish and wildlife habitat, natural scenic beauty and recreational value of Wisconsin's water resources for future generations. Please be sure to obtain any other local, state or federal permits that are required before starting your project.

Sincerely,



Algis Byla
Waterway and Wetland Permit Intake Specialist

cc: stacy.l.marshall@usace.army.mil
byrnes@co.rock.wi.us
townrock@charter.net
michael.dieckhoff@wisconsin.gov
wwawetlands@gmail.com
ntadt@co.rock.wi.us



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 31, 2011

Summary:

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

- LD 2011 032 (Union Township) – Dennis Midthun
- LD 2011 035 (Newark Township) – Terry Striech
- LD 2011 036 (Newark Township) – Nancy Christopherson

Recommendation:

P&D Agency Staff recommends Preliminary Approval of Land Divisions 2011 032, 035 and 036 with the conditions presented.

Town Status: LD 2011 032

- Town Board Approved
- Town Planning & Zoning Approved
- Scheduled

Town Status: LD 2011 035

- Town Board Approved
- Town Planning & Zoning Approved
- Scheduled

Town Status: LD 2011 036

- Town Board Approved
- Town Planning & Zoning Approved
- Scheduled

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Dennis Midthun 2970 Chapel Valley Rd. Fitchburg, WI 53711	LAND DIVISION NO:	LD#2011 032
		DATE SUBMITTED:	August 10, 2011
LOCATION:	NE & SE ¼ and SE ¼ Section 14	E.T. JURISDICTION:	N/A
		SURVEYOR:	Thom Grenlie
ORIGINAL AREA:	25.15 Acres	TOWNSHIP:	Union
FINAL AREA:	25.15 Acres	NUMBER OF LOTS:	1-8 acres
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: Separate 2 existing houses on 1 parent parcel.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

NOTE: Land Division is within the Extraterritorial Plat Review area for the City of Evansville

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 13800 Block W. Bullard Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 35-foot 1/2 ROW to be dedicated along W. Bullard 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. City of Evansville Extraterritorial Plat approval

- 6. Final to include Signature Blocks for City of Evansville approval and Rock County Treasurer indicating all property taxes have been paid.
- 7. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before September 8, 2012.
- 8. 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.
- 9. 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: 8/17/11

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON SEPTEMBER 8, 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:	Terry or Rhonda Streich 8402 W. Grove School Rd. Beloit, WI 53511	LAND DIVISION NO:	LD#2011 035
		DATE SUBMITTED:	August 12, 2011
LOCATION:	SW ¼ SW ¼ Section 2	E.T. JURISDICTION:	N/A
		SURVEYOR:	R. H. Batterman
ORIGINAL AREA:	5 Acres	TOWNSHIP:	Newark
FINAL AREA:	5 Acres	NUMBER OF LOTS:	1
PRESENT ZONING:	A-1	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: selling AG land and keeping buildings with 5 acres.

NOTE: Consistent with the Rock County Agricultural Preservation Plan, splitting off existing ag buildings.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 8400 Block W. Grove School 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 W. Grove School 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 September 8, 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
Dept. of Planning, Economic & Community Development

DATE: 8/17/11

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

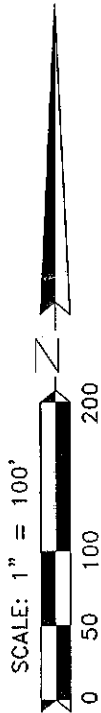
NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<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 OF

PART OF THE S.W. 1/4 OF THE S.W. 1/4 OF SECTION 2,
TOWNSHIP 1 NORTH, RANGE 11 EAST OF THE 4TH PRINCIPAL
MERIDIAN, NEWARK TOWNSHIP, ROCK COUNTY, WISCONSIN.



STREICH
6-14-12
A1

N 88°22'59" E 450.00'

N 0°00'40" W 517.20'

484.17'

DRIVE

SHED

SHED

1
5.00 ACRES
EXCLUDING R/W

BARN

WELL

HSE

SEPTIC
SYSTEM

DRIVE

EAST LINE OF THE
SW 1/4 OF THE SW 1/4
SECTION 2-1-11

TIM & DONNA STREICH
6-14-12A

S 0°00'40" E 517.20'

A1

N 88°22'59" E
873.12'

SW CORNER
SECTION 2-1-11

TERSTEEG
6-14-77A.1

A2

WEST GROVE SCHOOL

TERSTEEG
6-14-77A

A2

S 88°22'59" W 450.00'

SE CORNER OF
THE SW 1/4 OF
THE SW 1/4

ARNESON
6-14-76.1

A3

ORDER NO. 31193
BOOK xxx PAGE xx
DATE AUGUST 8, 2011
FOR RHONDA STREICH
SHEET 1 OF x

Batterman
engineers surveyors planners

2857 Bartells Drive
608.365.4464

Beloit, Wisconsin 53511
www.rhbatterman.com



PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Nancy Christophersen 9144 S. County H Beloit, WI 53511	LAND DIVISION NO:	LD#2011 036
		DATE SUBMITTED:	August 12, 2011
LOCATION:	NE ¼ SE ¼ Section 15	E.T. JURISDICTION:	N/A
		SURVEYOR:	R.H. Batterman
ORIGINAL AREA:	10 Acres	TOWNSHIP:	Newark
FINAL AREA:	10 Acres	NUMBER OF LOTS:	1
PRESENT ZONING:	A-1	PROPOSED FUTURE ZONING:	A-2

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: Dividing off Buildings from Ag Land.

NOTE: Consistent with the Rock County Agricultural Preservation Plan splitting off existing ag buildings.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 9100 Block S. CTH H

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 40-foot 1/2 ROW to be dedicated along S. CTH H.
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 September 8, 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. Byers DATE: 8/17/11
Dept. of Planning, Economic & Community Development

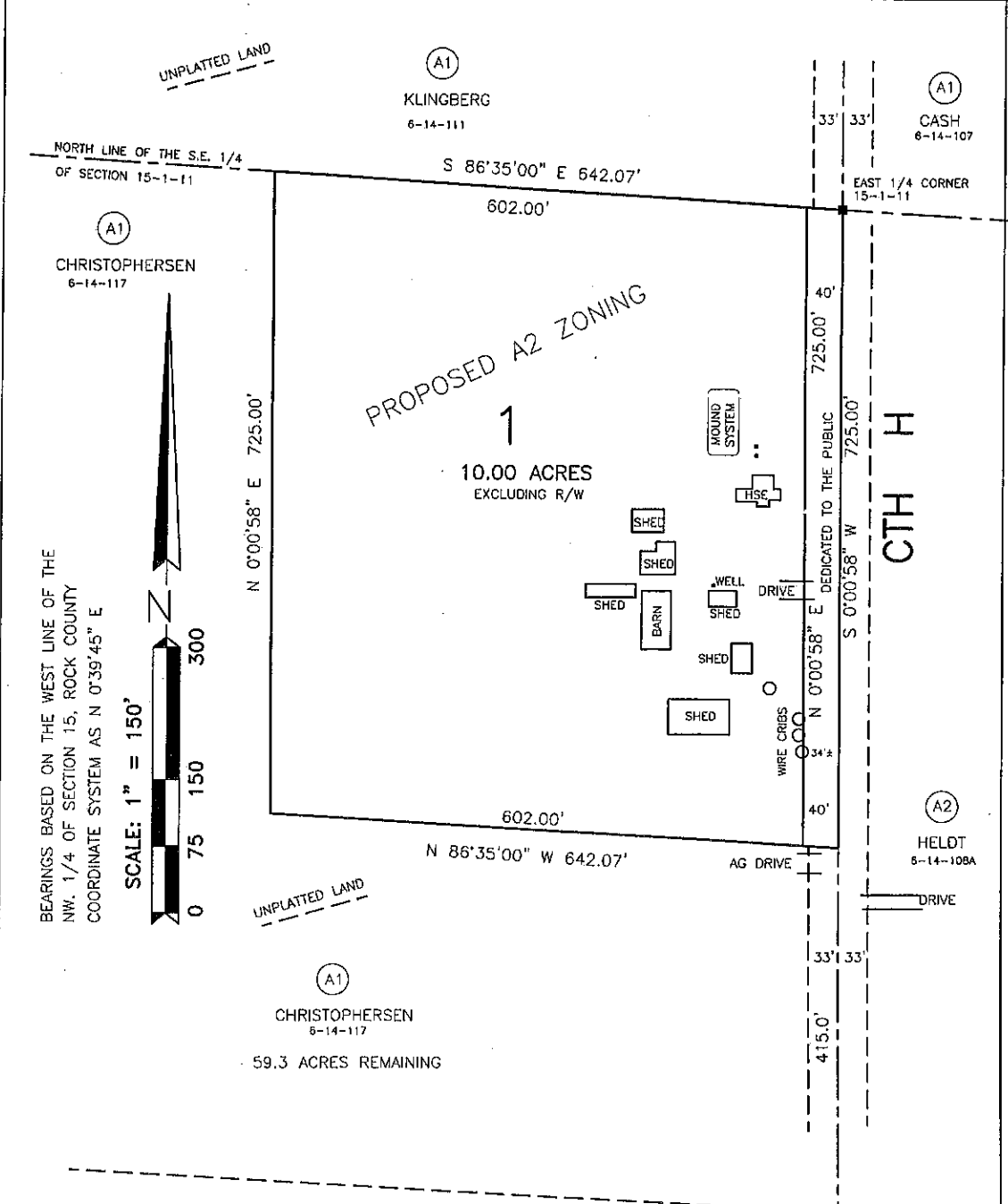
NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON SEPTEMBER 8, 2011 AT 8:00 A.M.** AT THE ROCK COUNTY COURTHOUSE.

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 OF

PART OF THE N.E. 1/4 OF THE S.E. 1/4 OF SECTION 15,
TOWNSHIP 1 NORTH, RANGE 11 EAST OF THE 4TH PRINCIPAL
MERIDIAN, NEWARK TOWNSHIP, ROCK COUNTY, WISCONSIN.



ORDER NO. 31194
BOOK xxx PAGE xx
DATE AUGUST 8, 2011
FOR NANCY CHRISTOPHERSEN
SHEET 1 OF x

Batterman
engineers surveyors planners
2857 Bartells Drive Beloit, Wisconsin 53511
608.365.4484 www.rhbatterman.com



Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017200000-64200	TRAINING EXP	565.00 24.7%	0.00	140.00	425.00		
	P1102996-PO# 09/01/11 -VN#030586		WISCONSIN REAL PROPERTY LISTER			110.00	
			CLOSING BALANCE		315.00		110.00
	REAL PROPERTY		PROG-TOTAL-PO			110.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$110.00 INCURRED BY REAL PROPERTY DESCRIPTION. 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

SEP 08 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1317300000-63100	OFC SUPP & EXP P1102865-PO# 09/01/11 -VN#011032	940.00 34.7%	327.08	0.00	612.92	183.48	
			CLOSING BALANCE		429.44		183.48
1317300000-64702	SEC CORNER MONUM P1102815-PO# 09/01/11 -VN#011271	500.00 0.0%	0.00	0.00	500.00	497.20	
			CLOSING BALANCE		2.80		497.20
			SURVEYOR	PROG-TOTAL-PO		680.68	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$680.68 INCURRED BY SURVEYOR. 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

SEP 08 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464000000-63200	PUBL/SUBCR/DUES	1,650.00	68.7%	1,134.42	0.01	515.57	
	P1103014-PO# 09/01/11 -VN#018224			MILTON COURIER,THE		25.00	
				CLOSING BALANCE	490.57		25.00
	PLANNING			PROG-TOTAL-PO		25.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$25.00 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

SEP 08 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464510000-64904	SUNDRY EXPENSE	3,900.00	0.0%	808.84	-808.83	3,899.99	
	P1100518-PO# 09/01/11 -VN#018613			LANGE ENTERPRISES INC		641.70	
				CLOSING BALANCE	3,258.29		641.70
	ADDRESS SIGNS			PROG-TOTAL-PO		641.70	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$641.70 INCURRED BY ADDRESS SIGNS. 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

DATE _____ CHAIR

SEP 08 2011

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN.EXPENSE	109,871.00	46.9%	52,226.18	-601.65	58,246.47	
	P1100517-PO# 09/01/11 -VN#012615			FEDERAL EXPRESS CORP		74.01	
				CLOSING BALANCE	58,172.46		74.01
	HG CLRING A/C			PROG-TOTAL-PO		74.01	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$74.01 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

SEP 08 2011

DATE _____ CHAIR



ROCK COUNTY GOVERNMENT

Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning & Development Committee
THROUGH: Paul Benjamin, Director, Planning & Development Agency
FROM: David Somppi, Community Development Manager
SUBJECT: Actions for P&D Agenda
DATE: September 8, 2011

PROJECT(S) SUMMARY:

1. Project ID: # 20649D-1
 - Funding Source: Community Development Block Grant Revolving Funds (CDBG RLF)
 - Recommend Total Project Amount of: \$ 8,375
2. Project ID: #20678D-1 Request for canceling of Housing Rehabilitation Loan
3. Request for Amendment to Housing Procedures Manual

STAFF RECOMMENDATION:

Housing & Community Development staff recommends approval of the above noted projects.

INFORMATION ITEMS:

4. Project ID: #20690: CDBG Revolving Fund – Emergency Assistance
5. **Foreclosures:** Status of Rock County – Community Development mortgages in which the lien status has been extinguished. Information to be presented at meeting.

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
 REQUEST FOR COMMITTEE ACTION



Date: September 8, 2011

Project ID(s) 20649-D-1

Project Recommended By Neale Thompson

Funding Source(s) CDBG-Small Cities

HOUSEHOLD INFORMATION

Household Size: 2 Annual Income: 38,910 Location: Village of Footville

PROPERTY VALUE INFORMATION

Land	\$ 16,000	Appraised Value	\$ 99,931
Buildings	\$ 84,900	When Appraised	2011
Total	\$ 100,900	Type of Appraisal	FMV

MORTGAGES OR LIENS

1. \$ 56,371.14	3. \$	TOTAL MORTGAGE(S)
2. \$ 39,537.68	4. \$	

Available Equity \$ 4,022.68 Is there 5% owner equity in the property? Yes No

State CDBG office approves emergency "health threatening" status so project with 4.2% equity can waive 5% equity criteria.

VERIFICATIONS

Income Insurance Taxes Title and Mortgage Ownership
 Disclosure of Potential Conflict of Interest Yes None

SUMMARY OF PROPOSED WORK

Upon HQS inspection, this home needs a new roof, attic insulation, interior trim work, bathroom fan, and electrical GFCI outlets plus a new electrical panel and power feeds. The demise of program use of "real estate market assessments" to determine property value, left owners with less than 5% equity. The nature of the electrical and roof problems qualified as "health threatening conditions" allowing granting this rehabilitation loan. Loan includes a \$375 CDBG Small Cities loan processing fee. Completing this project will have benefits for durability, reliability, and safety improvements. Loan is 0% deferred.

Funding Source: CDBG – Small Cities (0% Interest Payment Deferred) \$ 8,375.00
 Recommend Total Project Amount of: \$ 8,375.00

COMMITTEE ACTION

APPROVE DENY Committee Approved Bid Total \$ _____

Signature of Planning & Development Committee Chair _____ Date _____



Rock County Planning & Development Agency
51 S. Main Street
Janesville, WI 53545
(608) 757-5587
www.co.rock.wi.us

DATE: August 31, 2011
TO: Members of the Rock County Planning & Development Committee
FROM: Dave Somppi, Community Development Manager
RE: Request to Cancel Housing Rehabilitation Contract

Loan No.: 20678D-1
Date of Loan Approval: May 12, 2011

The Planning & Development Agency has received a request from a recipient of a housing rehabilitation loan to cancel a housing rehabilitation contract. In accordance with the Housing Procedures Manual, work is to commence on projects within 60 days. If work does not commence, the loan may be cancelled.

Commencement of work in accordance with the contracts signed for this loan has not been able to proceed.

STAFF RECOMMENDATION: Staff recommends approval of this request.



Rock County Planning & Development Agency
51 S. Main Street
Janesville, WI 53545
(608) 757-5587
www.co.rock.wi.us

DATE: August 30, 2011
TO: Members of the Rock County Planning & Development Committee
FROM: Dave Somppi, Community Development Manager
RE: Proposed addition to the "Housing Procedures Manual."

The addition would be added to page 9 of the 'Housing Procedures Manual'.

The specific language would be to provide a limited grant (less than \$2,000) for applicants that meet income requirements, do not meet equity or property tax requirements, but have a very serious & immediate health and safety issue.

5. **Housing Rehabilitation Grants**

Grants may be made available to eligible CDBG owner-occupied property applicants for eligible work, as stated in this Manual, under the following terms:

1. The applicant must meet CDBG income requirements.
2. The applicant must not be eligible to receive a CDBG housing rehabilitation loan, for the following reasons:
 - a. The applicant has already received a CDBG loan, and funding this grant as a loan would cause the applicant's total loan amount to exceed the current loan maximum, or
 - b. The property does not meet the program loan-to-value equity requirements, or
 - c. The property does not qualify due to delinquent property taxes.
3. The work proposed to be paid under this grant would have to have a proposed structural value of at least 10 years.
4. The work would have to be essential to maintain the property's structural value, address an imminent health and safety issue, or is essential in maintaining the County's existing investment in the property.
Examples would be a furnace replacement, well pump replacement, or serious roof leak.
5. The maximum grant amount will not exceed \$2,000, or the maximum allowed by federal CDBG program rules.
6. Use of funds for grant purposes must conform to federal CDBG program rules.
7. The funds can only be used to fund work that was not conducted before.
8. This grant is available one-time only per applicant per property.
9. These requests would need to be reviewed and approved by the State CDBG program administrator.



Date: September 8, 2011

Project ID(s) 20690-D-1

Project Recommended By David Somppi_

Funding Source(s) CDBG-Revolving Funds

HOUSEHOLD INFORMATION

Household Size: 4 Annual Income: 35,981 Location: Town of Beloit

PROPERTY VALUE INFORMATION

Land	\$ 8,700	Fair Market Value	\$ 80,489
Buildings	\$ 65,100	When Determined	2011
Total	\$ 73,800		

MORTGAGES OR LIENS

1. \$ 81,510	3. \$	TOTAL MORTGAGE(S)
2. \$	4. \$	\$ 81,510
Available Equity \$ 0	Is there 5% owner equity in the property?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

VERIFICATIONS

Income Insurance Taxes Title and Mortgage Ownership
Disclosure of Potential Conflict of Interest Yes None

SUMMARY OF PROPOSED WORK

For informational purposes: Emergency Well Pump Replacement: Upon receipt of application and verification information, the income of this applicant qualified for Community Development Block Grant assistance. However, the applicant had insufficient equity to qualify, and the property has delinquent property taxes. The household has 2 children under the age of 6. Upon inspection of this property, it was determined that the well pump and tank require replacement. The house has no water service. The Wisconsin Community Development Block Grant Director was notified about this request. The Director provided authorization to provide a grant of up to \$2,000 in Community Development Block Grant Revolving funds to replace the well tank and pump. Conducting this project addressed an immediate and serious health and safety hazard. The funds were provided in the form of a grant and will not require repayment.

Funding Source: CDBG – Revolving Fund \$ 2,000.00

Recommend Total Project Amount of: \$ 2,000.00

DIRECTOR ACTION

APPROVE DENY

Approved Bid Total \$ _____

Signature of Planning & Development Director

Date:



NOT OFFICIAL
UNTIL
APPROVED BY
COMMITTEE
ACTION

Rock County Planning & Development Agency
51 S. Main Street
Janesville, WI 53545
(608) 757-5587

DATE: February 28, 2011
TO: Eugene Dumas, Deputy Corporation Counsel
FROM: David Somppi, Community Development Manager
Cheryl Martin, Accountant
CC: Sherry Oja, Sr. Accountant – Financial Services
RE: Status of Foreclosed Loans from Rock County’s Community Development Program

In accordance with the “Foreclosure Policy” from the Rock County Housing Procedures Manual, please find attached information about the final disposition of several properties with Rock County Community Development Loans. These properties were foreclosed by the first mortgagor. They were sold at a sheriff’s sale and are currently owned by parties other than the original owner or settled in accordance with the Rock County Housing Procedures Manual for an amount less than the mortgage value.

According to the “Foreclosure Policy” – after review and certification from the Office of the Corporation Counsel – a recommendation from the Planning & Development Committee is required before the Rock County mortgages on the following properties are extinguished and can be removed from the County’s General Ledger.

ANDERSON, Jeremy – 736 Madison Ave., Milton Court Case: 2008CV000719
CDBG RLF (020411D1).....Original Mortgage Amount = \$11,684
Mortgage Balance = \$11,607.38

JENSEN, Joan – 13760 W. Speich Road, Orfordville Court Case: 2008CV002363
HOME Consortium RLF (06019D1)Original Mortgage Amount = \$22,343
Mortgage Balance = \$22,343

SANTEE, Alvin & Peggy – 815 Udell Drive, Beloit..... Court Case: 2009CV000512
HCRI RLF (093562D1)Original Mortgage Amount = \$1,755.81
CDBG 03 (020279D1).....Original Mortgage Amount = \$11,808
CDBG RLF (020279D1).....Original Mortgage Amount = \$3,936.19
Total Original Mortgage Amount = \$17,500
Mortgage Balance = \$17,500

WHITE, Cynthia – 2131 N. Washington Ave., Janesville..... Court Case: 2009CV000920
CDBG96 (096827I1).....Original Mortgage Amount = \$4,000
CDBG RLF (096827I1)Original Mortgage Amount = \$7,074
Total Original Mortgage Amount = \$11,074
Mortgage Balance = \$10,634.46

OLDFIELD, Deborah – 2016 S. Dewey Avenue, Beloit Court Case: 2009CV001304
 HCRI RLF (093564D1) Original Mortgage Amount = \$ 901.72
 CDBG RLF (020294D1)..... Original Mortgage Amount = \$ 18,538.68
Total Original Mortgage Amount = \$ 19,440.40
Mortgage Balance - \$19,440.40
 Lost Due To Delinquent Property Taxes (Property No. 6-2-2245)

RAY, Michael & Sharon – 2143 Park Ave., Beloit..... Court Case: 2003CV001038
 CDBG RLF (086284I2) Original Mortgage Amount = \$9,610
 HCRI RLF (093508I1)..... Original Mortgage Amount = \$ 1,281.55
Total Original Mortgage Amount = \$10,891.55
Mortgage Balance - \$ 8,833.21

Total Allowance For Uncollectibles **\$ 90,358.45**

Upon your review and recommendation on this information, a recommendation will be made to the Planning & Development Committee on the status of the Rock County Mortgages on these properties. Any recommendation from the Planning & Development Committee on this matter will be forwarded to the Financial Services Department for further action.

If you have any questions or request any additional information, please contact Cheryl Martin at extension 5588. If possible, a response by March 11th - for reporting to the Planning & Development Committee at their March 24th meeting - would be appreciated. Thank you for your efforts.