



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, FEBRUARY 28, 2013 - 8:00 A.M.
COURTHOUSE CONFERENCE ROOM
SECOND FLOOR
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. CALL TO ORDER

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, February 28, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Wayne Gustina, and Marilynn Jensen. Not in attendance: Supervisors Mawhinney and Owens.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), Steve Schraufnagel (Acting Secretary).

Citizens present: Ron Combs (Combs & Associates), Michelle Jenson, Jason Houle (Rock County Surveyor) and Michelle Schultz (Real Property).

2. ADOPTION OF AGENDA

Supervisor Gustina moved to adopt the agenda as amended, Supervisor Jensen seconded. **ADOPTED 3-0.**

3. EXECUTIVE SESSION: Per Section 19.85(1) (c), Wis. Stats. Surveyor Interview and Possible Recommendation of appointment.

Supervisor Jensen made a motion to go into Executive Session at 8:03 a.m.; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Supervisor Gustina made a motion to go out of Executive Session at 8:35 a.m.; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

4. At 8:35 A.M. The Committee Will reconvene in Open Session

5. Chair Sweeney requested that Item 10B be moved to be heard at this time.

Action Item: Request For Review of Staff/Committee Decision (Loan ID -020343D1)

Mr. Benjamin gave a report to the Committee as to the background of the request. The new loan (refinancing) will not have enough equity in the property for the County to agree to the subordination. This is addressed in the County Housing Policy Manual.

Ms. Jenson addressed the Committee concerning staff's denial and is requesting that the Committee overrule the staff's denial. She listed 8 points that she feels should be considered to allow her to subordinate her loan one of which is that she will be paying \$100 less per month on her mortgage if allowed to refinance.

Supervisor Jenson moved to approve the Subordination request; second by Supervisor Gustina. All in favor – **Approved (Yes – 3, No – 0, Absent – 2)**

6. MEETING MINUTES – FEBRUARY 28, 2013

Supervisor Jenson moved the approval of the February 28, 2013 Committee minutes as presented with the changes to add Supervisors Mawhinney and Owens as being not in attendance and the Farmland Plan Rule 49 meeting will be held on February 28, 2013; seconded by Supervisor Gustina. **APPROVED AS AMENDED. 3-0**

7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

8. CODE ENFORCEMENT

A. Action Item: Preliminary Approval of Land Divisions

Mr. Byrnes discussed the submitted land divisions.

- LD 2012 047(Center Township) – Centerdale Farms

Supervisor Gustina made a motion to conditionally approve LD 2012 047; Seconded by Supervisor Jenson. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Show septic and well location for existing structures on lot.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 28, 2014.

4. 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.
5. 50' ½ ROW dedicated along W. Highway 14.
6. Note of Final Map: "Since Lot 1 contains existing buildings which use an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot maybe restrictive to the replacement of the existing system."
7. The proposed lot lines must include the private sewage system area with the building that utilizes the system.
8. Land Division shall be compliant with Wisconsin Administrative Code Trans 233.

- **LD 2012 050(Fulton Township) – Marilyn Olson**

Supervisor Gustina made a motion to conditionally approve LD 2012 050; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Show septic and well location for existing structures on lot.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 28, 2014.
4. 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.
5. 40' ½ ROW dedicated along W. CTH N in front of lot 1.
6. Note of Final Map: "Since Lot 1 contains existing buildings which use an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot maybe restrictive to the replacement of the existing system."
7. The proposed lot lines must include the private sewage system area with the building that utilizes the system.

- **LD 2013 001(Turtle Township) – Henry Knuepple Est.**

Supervisor Gustina made a motion to conditionally approve LD 2013 001; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions of Approval:

1. Note on Final Map: "No building which produces wastewater allowed on lot."
2. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 28, 2014.
3. 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.

• **LD 2013 007(Porter Township) – WTG Farms.**

Supervisor Gustina made a motion to conditionally approve LD 2013 007; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Chair Sweeney made a motion to amend the previous motion to delete the agency recommendation for LD 2013 007; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions of Approval:

1. 33' half road right-of-way (ROW) dedicated along W. Caledonia Rd. in front of Lot 3 at the discretion of the Town of Porter.
2. Show well and septic locations for existing structures on Lot 1.
3. Existing structures shall meet setback regulations.
4. 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 structure.
5. Note on Final Map: "No Building which produces wastewater allowed on Lot 3".
6. Documentation of payment of Managed Forest Land withdrawal tax if required by the DNR.
7. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 28, 2014.
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.

B. Information Item: Zoning of County Owned Property

Mr. Byrnes produced a county map depicting the County Owned Property located in the unincorporated area along with the accompanying zoning.

Mr. Byrnes stated that this item would be discussed at the first meeting in March (March 14) when the full committee will be present.

9. FINANCE

Action Item: Department Bills/Encumbrances/Amendments/Transfers

Supervisor Jensen moved to approve the bills; second by Supervisor Gustina. All in favor – **Approved (Yes – 3, No – 0, Absent – 2)**

10. COMMUNITY DEVELOPMENT

Action Item: MOU Between Rock County Health Department and Rock County Planning & Development Agency

Mr. Benjamin explained to the Committee that the Health Department has requested the use of the XRF machine to check for lead hazard in rental units in the Beloit area. Supervisor Gustina suggested that the fee for this should be no more than \$50 per inspection. A fee schedule should also be created for when there is a concentration of structures that need to be inspected.

Supervisor Jensen moved to approve the MOU with the Health Department; second by Supervisor Gustina. All in favor – **Approved (Yes – 3, No – 0, Absent – 2)**

11. DIRECTORS REPORT

- **Farmland Preservation Plan** – Text has been reviewed by DATCP. Changes have been made. The Town of Janesville will decide next week if they will participate in the program. The text will then be sent back to DATCP and County Board for final adoption.
- **Water Quality Planning** – Mr. Benjamin announced that the Tech meeting is scheduled for March 20.
- **County Engineer** – Adam Pritchard will begin his duties on March 4.
- **WisDOT Southwest Region Park & Ride System Study Meeting** – Mr. Benjamin attended and further working meetings are to be held.

- **Workshop in March 19, 2013** – A second town workshop is scheduled that will feature topics such as Land Division Review, MOA's and Town Zoning Ordinance updates.
- **ATCP 49 Public hearing, DATCP, Madison, February 28, 2013** – Mr. Benjamin will attend the meeting which will go over the new rules for Farmland Preservation Program.

12. COMMITTEE REPORTS

Supervisor Jensen hopes that the fee for the use of the XRF machine will not prohibit its use where it is needed.

13. ADJOURNMENT

Supervisor Gustina moved to adjourn the committee at 9:50 a.m.; second by Supervisor Jensen. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, March 14, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary