



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, MAY 9, 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, May 9, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Phil Owens, Wayne Gustina and Marilyn Jensen.

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

**2. ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda as presented, Supervisor Gustina seconded. **ADOPTED 5-0.**

**3. MEETING MINUTES – APRIL 25, 2013**

Supervisor Jensen moved the approval of the April 25, 2013 Committee minutes with the addition on Page 2 under Item B of a motion by Supervisor Jensen to get on the floor LD 2013 004, motion seconded by Supervisor Owens; under Item 10 Adjournment, the second was made by Supervisor Jensen. Supervisor Mawhinney seconded the approval of the minutes with the changes listed. **APPROVED. 5-0**

**4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

Mr. Benjamin reminded the Committee that the first reading of the Shoreland Ordinance would be heard tonight at the County Board Meeting.

Supervisor Owens mentioned that the "ribbon cutting" for the new Rock Haven will be on Saturday May 11.

Supervisor Mawhinney would like to thank Mrs. Benjamin for providing tea at the P&D meetings.

**5. CODE ENFORCEMENT**

**A. Action Item: Preliminary Approval of Land Divisions**

Mr. Byrnes discussed the submitted land division.

- LD 2013 009 (Johnstown Township) – Bier Trust

Supervisor Owens made a motion to approve with conditions LD 2013 009; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. 40' half road right of way (ROW) dedicated along E. CTH A in the front of lot 1.
2. Show well and septic locations for existing structures on Lot 1.
3. Existing structures shall meet setback regulations.
4. Note 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".
5. The proposed lot lines must include the private sewage system area with the building that utilizes the system.
6. Final CSM to be submitted to and approved by the Planning and Development Agency on or before May 9, 2014.
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.

**B. Information Item: Administrative Quarterly Report**

Mr. Schraufnagel referred the Committee to the Quarterly Report. Activity remains slow, however, there are some indications that residential construction is beginning to pick up.

Mr. Benjamin stated that he has been in contact with City of Janesville Planners who states that Commercial Activity has increased so far in 2013.

**6. FINANCE**

**Action Item: Department Bills/Encumbrances/Amendments/Transfers**

Supervisor Mawhinney made a motion to approve the Bills/Encumbrances and Transfers; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

**7. COMMUNITY DEVELOPMENT**

**A. Action Item: Resolution Amending the 2013 Planning, Economic, and Community Development Budget and Creating a 0.625 LTE Position in the Housing**

**& Community Development Division of the Rock County Planning, Economic & Community Development Agency.**

Mr. Benjamin explained to the Committee the need to retain Bill Shipley (Housing Specialist) for more hours to enable the Department to keep up with the work projects. The Director will check with the HR Department about whether it is correct to term this a LTE or FTE. There were also some suggested word additions to the resolution.

Supervisor Owens made a motion to approve the resolution; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

**B. Action Item: Project ID: 020727D2 - \$5,843**

Mr. Somppi described these projects.

Supervisor Owens made a motion to approve loan 020727D-2 request; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

**C. Action Item: Project ID: 020729D1 - \$4,219**

Supervisor Jensen made a motion to approve loan 020729D-1 request; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

**D. Action Item: Project ID: 07060D1 - \$400**

Supervisor Gustina made a motion to approve loan 07060D-1 request; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

**E. Conflict of Interest – NONE**

**F. Information Verification Statement – YES**

**8. DIRECTORS REPORT**

- **Farmland Preservation Plan** –County Corporation Counsel needs to sign off on review of the Plan. Staff will meet with Eugene and Jeff to discuss this sign off.
- **Water Quality Planning** – Staff is currently calculating flows based on land uses population projections. The next meeting has been changed from May 15 to June 5.

9. **COMMITTEE REPORTS**

None at this time

10. **ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 8:43 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, May 23, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary