



## MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, DECEMBER 12, 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, December 12, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Marilyn Jensen, Phil Owens, and Wayne Gustina.

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

Other County Staff present: Jason Houle (County Surveyor), and Randy Terronez (County Administrators Office). Citizens present: Tippy and Chris Phillips, and Bob Leuenberger (Batterman & Co.)

### 2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda; A Budget Transfer item was added to the agenda. Supervisor Gustina seconded the motion as amended. **Approved as amended 5-0.**

### 3. MEETING MINUTES – NOVEMBER 14, 2013

Supervisor Jensen moved the approval of the November 14, 2013 Committee minutes. Supervisor Mawhinney seconded the approval of the minutes. **APPROVED 5-0.**

### 4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

### 5. CODE ADMINISTRATION & ENFORCEMENT

**Action Item:** Preliminary Land Division Approval  
Mr. Byrnes explained the land division conditions.

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

Conditions

1. Note on Final Map: "No buildings which produce wastewater are allowed on Lot 1."
2. Existing structures shall meet setback regulations.
3. Note on Final Map: "Since Lot 3 contains existing buildings which utilize an existing private sewage system no soil on lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system."
4. Show septic and well locations for existing structures on final CSM.
5. Applicant records a deed restriction for future development of the property.
6. Deed restriction document coordinated with and is approved by Agency Staff.
7. Final CSM submitted to and approved by Agency Staff on or before 12/12/14.
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.

The Town of Plymouth has also submitted conditions that need to be met before final approval.

6. **FINANCE**

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

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

7. **COMMUNITY DEVELOPMENT**

**Action Item: Project ID 020705 D2**

Mr. Somppi explained to the Committee the summary of the proposed work. This is a project previously worked on by staff.

Supervisor Gustina made a motion to approve project ID 020705 D2; Seconded by Supervisor Owens. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

9. **COMMITTEE REPORTS**

None

10. **DIRECTORS REPORT**

- **City of Edgerton CDBG Monitoring Visit by DOA** – Mr. Terronez informed the Committee that the DOA has audited this program and have detailed 12-13 issues that need to be addressed. Staff will work with the City in correcting these issues.
- **Town of Clinton Road Right of Way/Floodplain Project** – Mr. Byrnes will attend Monday's Clinton Town Board meeting to discuss this project.

11. **Adjournment**

Supervisor Gustina moved to adjourn the committee at 8:45 a.m.; second by Supervisor Owens. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, January 9, 2014 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary