



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JANUARY 9, 2014 - 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, January 23, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, and Wayne Gustina. Supervisors Jensen and Owens were not present.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/Zoning Administrator), Steve Schraufnagel (Acting Secretary) and Adam Pritchard (Planning Engineer).

Other County Staff present: Michelle Schultz (Real Property Lister).

Citizens present: Don Van Altena

2. ADOPTION OF AGENDA

Supervisor Mawhinney moved to adopt the agenda; Supervisor Gustina seconded the motion. **Approved 3-0.**

3. MEETING MINUTES – JANUARY 9, 2014

Supervisor Gustina moved the approval of the January 9, 2014 Committee minutes. Supervisor Mawhinney stated that on Page 2, line six under Directors report on Beloit 208 Water Quality Plan the word **then** should be changed to **them**. Supervisor Mawhinney seconded the approval of the minutes as amended. **Approved 3-0.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. CODE ADMINISTRATION & ENFORCEMENT

A. Action Item: Change of Use Request Access Controlled County Highway N – Forbes/Van Altena & Van Altena Land Partnership LLC.

Mr. Byrnes explained the change of use request by Mr. Van Altena. He also handed out a colored aerial map depicting land use in 2011 and 2013. Mr. Van Altena is requesting a change of use from a joint Field/Private/Private to a joint Private/Private/Private driveway entrance. The Access Control ordinance strives to maintain the functionality of the County Highway System. Rule of thumb states that a private entrance generates 10 traffic

movements per day. This change of use will increase the traffic movements to 30 per day. This portion of County Road N is considered to be a Rural Major Collector and the ADT (Average Daily Traffic Count) is 3700.

Supervisor Mawhinney made a motion to deny the change of use; Motion died for lack of a second. Supervisor Gustina made a motion to table until the County Public Works Committee acts on the Change of Use. Seconded by Chair Sweeney. All in favor – **Approved (Yes-3 No-0, Absent – 2)**

B. Information Item: Administrative Quarterly Report.

Mr. Schraufnagel reviewed the Report with the Committee. The year end totals indicate a slight improvement in both land division submittals and residential building permits.

6. SEMI-ANNUAL REPORT ATTENDANCE AT CONFERENCES/CONVENTIONS

- A. Planning & Development Agency had no out-of-state conferences/conventions except for Mr. Otterstein.
- B. Real Property Lister had no out-of-state conferences/conventions.
- C. Surveyor had no out-of-state conferences/conventions.

7. FINANCE

Action Item: Department Bills/ Encumbrances/Amendments/Transfers

Supervisor Mawhinney made a motion to approve the Bills; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

8. COMMITTEE REPORTS

None

9. DIRECTORS REPORT

- **Housing Program Administration** – Mr. Byrnes and Chair Sweeney were a part of a group that interviewed a firm that potentially could take over the Administration of Rock County housing program. The firm is out of the Milwaukee area and is currently working for Waukesha County administrating their housing program.
- **Town of Clinton Road Right of Way/Floodplain** – Staff has not had formal contact with the Town, but the DNR has been given data depicting the amount of fill that has been deposited as determined by the County Surveyor.

- **Traynor Reforestation Plan** - Weather has temporarily put this project on hold. Once the weather breaks staff will finish the permit application.

9. **Adjournment**

Supervisor Gustina moved to adjourn the committee at 9:20 a.m.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, February 13, 2014 at 8:00 a.m.** This meeting will be held in Conference Rooms N-1/N-2 on the 5th floor of the Rock County Courthouse.

Prepared by: Steve Schraufnagel – Acting Secretary