



## MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, FEBRUARY 27, 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, February 27, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, and Wayne Gustina. Supervisors absent: Marilynn Jensen and Phil Owens.

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

Other County Staff present: Michelle Schultz (Real Property Lister) and Jason Houle (County Surveyor).

Citizens present: Ron Combs (Surveyor, Combs and Associates) and 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 – FEBRUARY 13, 2014

Supervisor Gustina moved the approval of the February 13, 2014 Committee minutes. Supervisor Mawhinney seconded the approval of the minutes. **APPROVED 3-0.**

### 4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

### 5. REAL PROPERTY DESCRIPTION

#### A. Information Item: Tax Bill Mailing Address Change Form

Michelle Schultz presented to the Committee the new form that will be a written record for address changes to be submitted to her office. This will make it possible to change addresses for multiple parcels owned by a single land owner.

**6. CODE ADMINISTRATION & ENFORCEMENT**

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

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

Mr. Brynes explained that the Rock County Public Works Department has approved this request for a joint private drive for two lots. The third lot will remain as a field access only. Because of the removal of the third private access request, planning staff is recommending approval of the upgrade of this access point.

Supervisor Mawhinney made a motion to approve the request for two private accesses; Seconded by Chair Sweeney. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

**B. Action Item: Preliminary Land Division Approval**

Mr. Brynes explained the land division to the Committee.

- Ld 2014 005 (Harmony Township) Vordermann

Supervisor Mawhinney made a motion LD 2014 005 with conditions; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions

1. Show septic and well locations for existing structures on Lot 1.
2. 40-foot half road right-of-way dedicated to the County of Rock along County Road M.
3. Acceptable soil and site evaluation received on Lot 2.
4. Utility easements put o lots as requested by utility companies.
5. Final 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 replacement of the existing system.
6. Final CSM submitted to and approved by Agency Staff on or before 2/27/15.
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.

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**

- **Beloit 208 Water Quality Plan** – Ms. Munz-Pritchard informed the Committee that she will be meeting with the Town of Beloit to discuss the draft 208 Water Quality Plan on March 24. On April 16 the Technical Advisory Committee (TAC) will review and recommend the plan to the DNR.
- **Rock County Farmland Preservation Plan** – Ms. Munz-Pritchard gave the Committee an update as to the status of the Preservation Plan. It is still in the State's hands and along with some minor adjustments, should be granted approval shortly. The Towns also have been notified that one requirement is that the local Zoning Ordinances need to conform to the State model before participants would be eligible for the tax credit in 2015.
- **Town of Clinton Floodplain Update** - Mr. Brynes updated the Committee on the illegal fill issue along Terwilliger Road in Clinton Township. He met with the Town Board and explained to them the shoreland conditional use permit process. 183 cubic yards still remain and DNR will analyze to determine if floodplain increases more than 0.01 foot.

9. **ADJOURNMENT**

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

The next meeting of the Planning & Development Committee will be **Thursday, March 13, 2014 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary