



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, MAY 22, 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, May 22, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Wayne Gustina, Wes Davis, and Jason Heidenreich.

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

Other County Staff: Jason Houle (Rock County Surveyor), and Jada Vandergeest (Deputy Surveyor)

Citizens present: Ron Combs (Combs & Associates), Brad Adee and Bob Leuenberger (Batterman & Associates).

2. ADOPTION OF AGENDA

Supervisor Gustina moved to adopt the agenda with the moving of Item 5 to after Item 6; Supervisor Mawhinney seconded the motion to approve the agenda as amended.
Approved 5-0.

3. MEETING MINUTES – MAY 8, 2014

Supervisor Mawhinney moved the approval of the May 8, 2014 Committee minutes. Supervisor Gustina seconded the approval of the minutes. **APPROVED 5-0.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at time.

5. CODE ADMINISTRATION & ENFORCEMENT

A. Action Item: Preliminary Land Division Approval

Mr. Byrnes reviewed the Land Divisions with the Committee.

- LD 2014 019 (Janesville Township) ABC North (Tabled May 8, 2014)

Supervisor Mawhinney made a motion to remove LD 2014 019 from the table; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Mr. Byrnes handed out to the Committee the conservation easement language that was worked out by staff with the applicant. Item 3 of that language was amended to read: (underlined is new added language) Private Onsite Wastewater Treatment System conveyance component to drain field through easement to include Utilities is required.

Supervisor Davis made a motion to approve LD 2014 019 with conditions; Seconded by Supervisor Sweeney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. Indicate FEMA Floodplain on Final Plat.
2. Acceptable soil and site evaluation report received on Lot 5.
3. Require a Rock County Conservation Easement for areas of steep slope (12% or greater).
4. Note on Final Map: "Since Lots 1-4 and 6-14 contain existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. Soils on the lot may be restrictive to the replacement of the existing system."
5. Proposed lot lines must include the system area with the building which utilizes the system.
6. Show septic and well locations on Final Plat.
7. Final Subdivision Plat to be submitted to and approved by the Planning and Development Agency by May 22, 2016.
8. Plat must be recorded within 6-months from the last approval and 24 months of first approval

- LD 2014 015 (Bradford Township) – Huber Trust

Supervisor Gustina made a motion to conditionally approve LD 2014 015; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Bob Leuenberger, agent for the applicant, stated that this land division is required to correct a violation of Town of Bradford zoning regulations.

Conditions

1. 33' half road right of way dedicated along E. Creek Rd. to the Town of Bradford at their discretion.

2. Existing structures shall meet setback requirements.
 3. Show well and septic system locations on Final Map.
 4. Note on Final Map: "Since lots 1 & 2 contain existing buildings which utilize an existing private sewage system, no soil evaluation on the lots was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing system."
 5. Final CSM submitted to and approved by the Planning & Development Agency one year from Committee approval.
 6. CSM's that are subject to local approval must be recorded within 6-months of their last approval and 24 months of first approval in an Exclusive Agricultural district.
- LD 2014 016 (Center Township) – Leroy Oliver

Supervisor Gustina made a motion to approve LD 2014 016 with conditions;
Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. Show septic and well locations for existing structures on Final Map.
2. 40' half road right of way dedicated to Rock County along W. County Road A.
3. Note on Final Map: "Since Lot 1 contains existing building which utilize an existing private onsite 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".
4. Final CSM submitted to and approved by the Planning and Development Agency by May 22, 2015.
5. CSM's that are subject to local approval must be recorded within 6 months of their last approval and 24 months of first approval in an Exclusive Agricultural District.

6. COUNTY SURVEYOR

A. Information Item: Website & Records Modernization Update

Mr. Houle handed out a list of documents that can be currently found on the County Surveyor Website. The site is user friendly and allows other surveyor's better access to information such as tie sheets, etc. especially when he is not available due to being in the field.

7. **FINANCE**

A. Department Bills/ Encumbrances/Amendments/Transfers

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

8. **COMMUNITY DEVELOPMENT**

Mr. Somppi reviewed the loans with the Committee.

A. Action Item: CDBG Small Cities Project – Edgerton (Loan ID 2072D-1) - \$6,950

Supervisor Mawhinney made a motion to approve Loan ID 2072D-1; Seconded by Supervisor Heidenreich. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

B. Action Item: Extinguishing Rock County's Liens on Community Development Foreclosed Loans.

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

9. **COMMITTEE REPORTS**

None

10. **DIRECTORS REPORT**

- Southern Housing Region – Mr. Byrnes explained that a replacement is needed for Phil Owens who was the Rock County official voting member of the Southern Wisconsin Consortium.

Supervisor Mawhinney made a motion to appointment Mr. Byrnes/Staff as County Representative of the Southern Wisconsin Housing Consortium; Seconded by Supervisor Heidenreich. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

11. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 9:17 a.m.; second by Supervisor Heidenreich. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, June 12, 2014 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary