



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY MAY 11, 2017 - 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 11, 2017 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Wes Davis. Mary Mawhinney, Wayne Gustina and Jason Heidenreich. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning & Development Director), Kurt Wheeler (Planner III/Acting Secretary) and County Surveyor; Brad Heuer.

Others present: Ron Combs (Combs & Assoc.)

2. **ADOPTION OF AGENDA**

Adoption of Amended Agenda with Action Item 6A removed.

Moved by Supervisor Gustina, **Seconded** by Supervisor Davis. ADOPTED (5-0)

3. **MEETING MINUTES – APRIL 13, 2017**

Motion made by Supervisor Mawhinney to approve meeting minutes from April 13, 2017. **Seconded** by Supervisor Davis. APPROVED (5-0)

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

Mr. Baker briefed the committee on two Board of Adjustment member terms expiring and looking for new applicants to the Board.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

A. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Divisions:

- 2016 043R (Harmony Township) – Three R Farms LLC

Motion to Approve with conditions made by Supervisor Mawhinney, Seconded by Supervisor Gustina. Approved (5-0).

Conditions:

- 1). Utility easement(s) shall be placed on lots by Utility companies (where applicable).
- 2). Note on final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey, however, soils on the lot may be restrictive to the replacement of the system.
- 3). Proposed lot lines shall include the POWTS area with the building that utilizes the system.
- 4). An access easement shall be indicated on lot 1 to provide access to the parent parcel due to the fact that CTH Y is an access controlled county highway and a new access point will be restrictive.
- 5). Final CSM shall be submitted to, and approved by the agency within one year after preliminary approval.
- 6). CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

▪ 2017 010 (Fulton Township) – DYN Cannel LLC

Original Motion to approve with conditions made by Supervisor Mawhinney, Seconded by Supervisor Davis. Motion Amended by Supervisor Mawhinney to allow building within 16-20% slopes for lots 96 and 97 with an erosion control plan for each lot being approved by the Planning and Development Agency.

Amended Motion with conditions Seconded by Supervisor Gustina.
Approved (5-0).

Conditions:

1. Dedicate minimum of 40' half road right of way along Maple Beach Drive and N Hillside Rd at the discretion of the Town of Fulton.
2. Utility easements to be located on lots as requested by utility companies.
3. Utilities shall be installed prior to the final approval of the subdivision plat.
4. All new public roads shall be named in accordance with the standards found in the Rock County Address Ordinance.

5. A vision easement triangle shall be located at each intersection, both within the proposed subdivision and where new roads meet N. Hillside Rd and E Mallwood Dr. The vision easement shall extend one hundred fifty feet along the centerline in each direction from the point of intersection. The vision easement triangle shall be kept clear of vegetation under six inches in diameter. Trees larger than six inches, if applicable, may remain if trimmed up to eight feet above the ground.
6. The Plat shall indicate that access to lots 78, 98, 99, 100 and 117 is restricted to interior roads and not E. Mallwood Dr. or N. Hillside Rd. (where applicable).
7. Areas of slopes greater than 16% shall be documented and identified by a note on the final plat and recorded deed restriction on applicable lots. Based on the preliminary plat, this restriction would apply to lots 79, 80, 81, 95, 96 and 97. The deed restrictions shall prohibit building and accessory building sites and earth-disturbing activity within the restricted area.
**Condition amended and approved at 5/11/17 P&D Meeting:
Building within 16-20% slopes for lots 96 and 97 with an erosion control plan for each lot being approved by the Planning and Development Agency.**
8. Construction Site Erosion Control and Storm Water Management Permit shall be obtained from the Rock County Land Conservation Department.
9. The Storm Water Management Plan shall include a driveway culvert size for each lot.
10. Road construction plans shall be submitted to and approved by the Town of Fulton or another entity working as the Town's agent. The design shall incorporate the most recent standard road cross-section. The road construction plans shall include a proposed schedule for asphalt pavement and gravel shoulder installation as it relates to the development of lots. The developer shall be responsible for all costs associated with road construction improvements.
11. The developer shall be responsible for all costs to the Town of Fulton (or other entity working as the Town's agent) associated with the review of road construction plans and on-site inspections during construction.

12. The developer shall reimburse the Town of Fulton for the installation of the necessary road signs as included and approved in the road construction plans.
13. A performance bond or similar financial instrument shall be provided to the Town of Fulton to provide assurance for the road construction work (e.g. final lifts of asphalt, gravel shoulders, etc) that is scheduled to be completed after the final approval of the subdivision plat. The amount and duration shall be approved by the Town of Fulton and be released only after final acceptance of the roads by the Town of Fulton.
14. Developer shall provide the Town of Fulton as-built plans documenting the construction of the public roads. The level of detail required shall be decided as part of the plan review and approval process.
15. Developer shall provide sufficient evidence that each lot is serviced by sanitary sewer and that the sanitary sewer is installed, constructed and accepted by the Consolidated. Koshkonong Sanitary District.
16. Final subdivision plat to be submitted and approved by the Planning and Development Agency within thirty-six (36) months of the date of Preliminary approval by the Planning and Development Committee.

- 2017 015 (Harmony Township) – Reed

Motion to Approve with conditions made by Supervisor Gustina, Seconded by Supervisor Mawhinney. Approved (5-0).

Conditions:

- 1). Utility easement(s) shall be placed on lots by Utility companies (where applicable).
- 2). Note on final CSM: "No buildings which produce wastewater are allowed on lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
- 3). Final CSM shall be submitted to, and approved by the agency within one year after preliminary approval.
- 4). CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

6. **FINANCE**

A. Committee Review of Payments

The committee reviewed all current payments.

B. Information Item: Committee Review of 2017 4^{1st} Quarter Budget-to-Actual Report

The report was reviewed and discussed by Committee and Staff.

C. **Action Item:** Transfers

There were no Transfers.

7. **COMMITTEE REPORTS**

None at this time.

8. **DIRECTORS REPORT**

A. Southern Housing Region

B. ATC – Riverside Transmission Line Project

C. Follow Up Lead Project Change Order (April 13, 2017 P&D Meeting).

Mr. Byrnes presented the topics above to the committee. Discussion followed.

9. **ADJOURNMENT**

Supervisor Mawhinney **Moved** to adjourn the committee at 8:42 am; **Seconded** by Supervisor Davis. All in favor (5-0).

Respectfully Submitted – Kurt Wheeler, Acting Secretary

These minutes are not official until approved by committee.

Future Meetings/Work Sessions

May 11, 2017 (8:00 am)

May 25, 2017 (8:00 am)

June 8, 2017 (8:00 am)

June 22, 2017 (8:00 am)