



**MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, OCTOBER 22, 2020 – 8:00 A.M.
Meeting was teleconferenced using Zoom**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, October 22, 2020. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina, Russ Podzilni, and Supervisor Robert Potter. QUORUM PRESENT.

Rock County Staff Present:, Andrew Baker (Acting Planning Director), Kurt Wheeler; (Planner III), Dana Sandwick; Rock County Planning Office Coordinator, Josh Smith; Rock County Administrator

Others in Attendance: Ryan Combs, Eileen Meredith.

1. Call to Order:
2. Adoption of Agenda
Moved by Supervisor Gustina, **Seconded** by Supervisor Potter. **Adopted (5-0)**
3. Approval of Minutes of the Planning & Development Meeting held Thursday, October 8th, 2020 at 8:00 am.
Moved by Supervisor Davis, **Seconded** by Supervisor Podzilni. **Approved (5-0)**
4. Citizen Participation, Communications and Announcements.
County Administrator Josh Smith asked that if anyone had any questions regarding the upcoming Budget meetings to contact Administration.
5. Code Enforcement
 - A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Divisions:
 - 2020 049 (Center Township) – Hughes (1 Lot CSM)
Moved by Supervisor Podzilni with Conditions, **Seconded** by Supervisor Gustina.
Approved with Conditions (5-0)

Conditions:

1. Utility easements to be located on lots as requested by utility companies.
2. Note on Final CSM “Lot 2 contains existing buildings which utilize an existing 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 must include the POWTS with the building which utilizes the system.
4. Dedicate a 33 ft. half road right of way along W. Mineral Point Rd. at the discretion of the Town.
5. Approval is conditioned on the Town of Center approving the requested zoning change.
6. The remaining parent parcel to the South shall be combined with the remaining land owned by the applicant.
7. Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.
8. Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

- 2020 053 (Porter Township) – Sayre (1 Lot CSM)

Moved by Supervisor Davis to postpone until a future date until the Town has acted on this land division. **Seconded** by Supervisor Podzilni

Postponed (5-0)

- 2020 055 (Lima Township) – Roe (1 Lot CSM)

Moved by Supervisor Gustina with Conditions, **Seconded** by Supervisor Potter

Approved with Conditions (5-0)

Conditions:

1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).

2). Note on Final CSM “Lot 1 contains existing buildings which utilize an existing sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the system”

- 3). Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.
- 4). Dedicate a 33 foot half road right of way along N. Sturtevant Rd. at the discretion of the Town
- 5). Approval is conditioned on the Town of Lima approving the proposed zoning change.
- 6). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.
- 7). Proposed lot lines must include the system area with the buildings which utilize the system.

- 2020 057 (Magnolia Township) – Meredith (1 Lot CSM)

Moved by Supervisor Podzilni with Conditions, **Seconded** by Supervisor Potter
Approved with Conditions (5-0)

Conditions:

- 1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2). Note on Final CSM “No building 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). Dedicate a 33 foot half road right of way along W. Milbrandt Rd. at the discretion of the Town
- 5). Comply with the standards in the Town of Magnolia Zoning Ordinance realed to creating a new lot in the A1 zoning district.
- 6). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.
- 7). Proposed lot lines must include the system area with the buildings which utilize the system.

- 2020 060 (Center Township) – Kirby (1 Lot CSM)

Moved by Supervisor Potter with Conditions, **Seconded** by Supervisor Gustina
Approved with Conditions (5-0)

Conditions:

1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).

2). Note on Final CSM “No building 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). Dedicate a 33 foot half road right of way along N. Fox Rd. at the discretion of the Town

5). Comply with the standards in the Town of Center Zoning Ordinance related to creating a new lot in the A1 zoning district.

6). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

7). Proposed lot lines must include the system area with the buildings which utilize the system.

B. Administrative Quarterly Report.

Mr. Wheeler gave an overview of permitting and administrative functions for Q3 of 2020.

6. Community Development

Mr. Baker updated the Committee on the Agency’s work with the Housing Authority on meeting times based on the current Bylaws of the Committee.

7. Finance

A. Information Item: Committee Review of Payments

No Bills

B. **Action Item:** Transfers

No Transfers.

8. Directors Report.

Mr. Baker asked the Committee to discuss meeting times and days for the Months of November and December. It was decided that there will be one meeting each month. November 12th, and December 10th, 2020. Unless action is needed on unforeseen issues.

9. Committee Reports

Mr. Wheeler announced that he will be retiring January 1, 2021.

10. Adjournment: **Moved** by Supervisor Gustina, **Seconded** by Supervisor Davis,
All in Favor, Time: 8:33

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

November 12, 2020 (8:00 am)

December 10, 2020 (8:00 am)