



Minutes

**PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, AUGUST 12, 2021 – 8:00 A.M.
ROCK COUNTY COURTHOUSE N1/N2 CONFERENCE ROOM - (5TH FLOOR)**

AND VIA ZOOM

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, August 12, 2021. Chair Sweeney presided. Supervisors present in person: Al Sweeney, Wayne Gustina, Russ Podzilni. Supervisors present via Zoom: Wes Davis, Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), Dana Sanwick (Office Coordinator), Michelle Schultz (Real Property Lister), and James Otterstein (Economic Development Manager).

Rock County Staff via Zoom: Steve Godding (Planner III), Haley Hoffman (Office Coordinator), Kate Luster (Human Services Director).

Other Supervisors present in person: Kathy Schulz.

Other Supervisors present via Zoom: Genia Stevens, Mary Mawhinney, Shirley Williams, County Board Chair Rich Bostwick.

Others present in person: Ryan Combs.

Others present via Zoom: Kelly Bedessem (City of Janesville), Stacia Connelly (Legal Action), Neil Deupree.

1. Call to Order
Roll Call
2. Adoption of Agenda
Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved (5-0)
Action item 5F removed from Agenda as the town tabled this item.
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held July 8, 2021 at 8:00 am
Moved by Robert Potter **Seconded by** Wes Davis
Approved (5-0)
4. Citizen Participation, Communications and Announcements

Andrew Baker read an email from Jessica Locher (Executive Director of ECHO) in favor of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Neil Deupree, 714 Wilson Ave in Janesville. Spoke in favor of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Supervisor Genia Stevens spoke in support of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

Kelly Bedessem, Housing Director for City of Janesville, spoke in support of the Resolution Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid.

5. Code Enforcement

A. 2021 032 (Johnstown Township) – Blazer/Benash (1 Lot CSM)

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved with conditions (5-0)

1. The “pole” shall maintain a minimum width of one hundred (100) feet. This only has 100 feet at the street.
2. The “pole” of a flag lot shall not exceed two hundred fifty (250) feet, the proposed is 995+ feet.
3. The bulk of the location is farmland; flag lot does not avoid significant degradation or depletion of ESA, cultural resources, productive agricultural soils, and/or woodlands.
4. Easement of 5 acres for agricultural use.

B. 2021 034 (Center Township) – Knudson (1 Lot CSM)

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved with conditions (5-0)

1. Per Section 4- 4.5 of the town of Centers zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A-1 zoning. The lot will need to be changed to meet zoning code. Recommended A-2 34.99 to 10 acres & A-3, 3 to 9.99 acres.
2. Dedicate a thirty-three foot half road right-of-way along Whitmore Rd at the discretion of the Town.
3. Utility easements to be located on lots as requested by utility companies.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

C. 2021 041 (Avon Township) – Rosheisen (1 Lot CSM)

Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved with conditions (5-0)

1. The town may consider a re-zone from A-Prime to A-1 Agricultural District One, per code (4.2 A 2): The intent of the A-1 District is to provide for agricultural activities and uses that are compatible with agriculture that are generally best suited for smaller farm units.
2. It looks like there is an access point that utilizes the current drive to the back lot. The applicant may consider establishing an easement.
3. Dedicate a thirty-three foot half road right-of-way along W Avon North Town line Road at the discretion of the Town.
4. Meet the minimum zoning requirements for that district.
5. Utility easements to be located on lots as requested by utility companies.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

D. 2021 046 (Milton Township) – Fisher (2 Lot CSM)

Moved by Wayne Gustina **Seconded by** Robert Potter
Approved with conditions (5-0)

1. Lot 1 has a conservation easement. If the intent is to have it a single family buildable lot, the applicant should include the buildable area. The Conservation Easement Area may be revised/released to include only slopes greater than 16% (current standard) rather than slopes greater than 12% (the standard at the time of the 2005 land division, which was based on soil maps rather than topography). See narrative below for further explanation.
2. Historic air photos indicate that a portion of propose Lot 1 was a gravel pit. Therefore, based on prior land disturbance on the lot, an approved Soils Test for an onsite saniary system shall be required prior to final approval.
3. Note on Final CSM: “Lot 2 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 existing systems.” Proposed lot lines must include the system area with the building which utilizes the system.

4. Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
5. The centerline of a Private entrance or Field Entrance shall be located a minimum of 150 feet from the centerline of the nearest public road.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

E. 2021 047 (Newark Township) – Geise Rev Trust (1 Lot CSM)

Moved by Robert Potter **Seconded by** Wayne Gustina
Approved with conditions (5-0)

1. Per Section 4.3 Agricultural District (A-1) of the town of Newark zoning code, the proposed lot does not meet the minimum 35 acre requirements of the A1 zoning. The lot will need to be changed to meet zoning code. Recommended A-2, 34.99 to 10 acres.
2. Dedicate a thirty-three foot half road right-of-way along Road at the discretion of the Town.
3. Utility easements to be located on lots as requested by utility companies.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

~~F. 2021-049 (Turtle Township) – Tall Trees Subdivision (33 Lots)~~

~~**Moved** _____ **Seconded** _____~~

6. Corporate Planning

A. **Action Item:** *Resolution* Allocating American Rescue Plan Act Funding to Provide for Tenant Legal Aid

Moved by Wes Davis **Seconded by** Robert Potter

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On line 49 move the word free from between provide and legal to in between aid and to. Vote was 2 Yes and 3 No; motion fails.

Supervisor Kathy Schulz introduced the resolution and the reasoning behind the creation of the resolution. Supervisor Schulz approached Legal Action to be involved for this resolution. Supervisor Schulz read a letter from a Rock County citizen that has been impacted by the pandemic and would benefit from having help from Legal Action.

Kate Luster, Director of Human Services, spoke in favor of this resolution. Human Services does not administer housing services, but they do see the impact the pandemic has had on their clients and they have assisted some of the clients with housing

Supervisor Shirley Williams assisted in drafting this resolution and is in favor of it being passed.

Stacia Connelly, Legal Action, provided information on what the funds in this resolution would be used for. Legal Action lawyers are pro bono. Salaries, benefits, resources, computers, travel, cost of filing fees for clients, etc, is funded by grants.

There was discussion between the committee members and Supervisor Schulz. The following are questions that the committee asked to have more information on:

How many in Rock County are having trouble with paying their rent?
How was the amount being asked in the resolution decided on?
How helpful is paying money to an attorney & administrative assistant as it does not help to pay the rent?
Are there stimulus programs available to low-income renters?
Are low-income renters taking advantage of any programs that are available to help low-income renters?
What are landlords that cannot afford an attorney to do when the low-income renters have an attorney that gets their client to stay in their rental without paying rent?
Will Legal Action advocate for rent payments in the case where the renter is in default due to renter's action?

Will Legal Action work with Community Action, ECHO, and other groups on behalf of renters to help landlords receive payment?
Are there any lawyers that would provide services pro bono for eviction issues?
Where did the \$5 million figure on line 67 come from?

Supervisor Al Sweeney spoke of what if situations regarding the issues that small landlords are facing due to the pandemic. Supervisor Sweeney pointed out the resolution could put the landlords in distress.

AT this point, Chair Sweeney called the question.

Denied with a roll call vote of (3 – No, 2 – Yes)

Wayne Gustina – No

Wes Davis – Yes

Russ Podzilni – No

Robert Potter – Yes

Al Sweeney – No

- B. **Action Item:** *Resolution* Authorizing Alternates To Ad Hoc Committee for Redistricting of Supervisory Districts

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved (5-0)

- C. ****Action Item:** *Resolution* **Resolution to Contract with Nokomis Networking for consulting services**

Moved by Russ Podzilni **Seconded by** Wayne Gustina
Approved (5-0)

7. Community Development

- A. Housing Authority Update

Andrew Baker reported that the Housing Authority has been meeting monthly and will be presenting a resolution to hire a consultant to create a long term plan to meet some of the goals of the Housing Authority.

8. Economic Development

- A. Second Quarter Rock Ready Index / Economic Report

Mr. Otterstein reviewed the Q2 2021 Rock Ready Index, a quarterly dashboard report that is compiled and distributed by the Agency. Various statistical references, trends and observations were woven into his remarks. He also highlighted, as well as responded to questions regarding, specific economic and workforce development projects throughout the County. There was discussion. Since it was an information item, there was no Committee action.

~~9. Corporate Planning~~

10. Finance

- A. Information Item: Committee Review of Payments

- B. **Action Item:** Transfers

11. Director's Report

A. Review of Proposed 2022 Budget
Andrew Baker gave a quick report on the budget for 2022. Levy request is lower than the 2021 budget.

B. 2020 Census Redistricting Update
Andrew Baker reported the first meeting of the ad hoc committee met yesterday. There is a condensed timeline but there is a delay in getting census data out due to the pandemic. Adoption of redistricting is planned for November 2021.

12. Committee Reports

13. Adjournment at 10:17AM

Moved by Wayne Gustina **Seconded by** Russ Podzilni
Approved (5-0)

Future Meeting Dates
August 26th, 2021 8:00 AM
September 9, 2021

NOTE: A Quorum of the Rock County Housing Authority may be in attendance at this meeting for discussion, however no formal action will be taken by the Housing Authority.