



**MINUTES**  
**ROCK COUNTY PDR/PACE AD HOC COMMITTEE**  
**THURSDAY, OCTOBER 21, 2010, 8:00 A.M.**  
**ROCK COUNTY COURTHOUSE – EAST WING**  
**CONFERENCE ROOM 250**  
**JANESVILLE WI**

1. **Call to Order:** Chair Sweeney called the meeting of the PDR/PACE Ad Hoc Committee to order at 8:00 a.m.  
  
**Committee Members Present:** Chair Alan Sweeney, Bill Barlass, John Lader, Ron Combs, Dave Rebut, Eric Levitt, Neil Deupree, Doug Marklein, Archie Morton, Mark Gunn, Ray Henschler, Bob Fizzel, Ramona Flanigan, and Julie Backenkeller.  
  
**Committee Members Absent:** Charley Rusch, Don Jones, Rich Bostwick, Neil Walter, Fred Hookham, Scott Farrington, Julie Christenson, and Todd Schmidt.  
  
**Staff Present:** Tom Sweeney, LCD; Jeffrey Kuglitsch, Corporation Counsel; Paul Benjamin, Carrie Houston, and Wade Thompson, Planning and Development.  
  
**Other's Present:** Howard Robinson – City of Milton, Rebecca Houseman – City of Beloit, Frank Perrotto – Janesville City Council member, and Duane Cherek – City of Janesville.
2. **Adoption of Agenda:** Chair Sweeney entertained a motion to adopt the agenda as presented. Neil Deupree motioned to approve the agenda, seconded by John Lader. Chair Sweeney pointed out some changes: Items 5 and 6 are being suspended, as there are some unanswered questions on these items that will be addressed at another time. **Motion Carried to approve agenda as modified.**
3. **Adoption of Minutes:** Chair Sweeney entertained a motion to adopt the minutes from the September 22, 2010 meeting. Doug Marklein motioned to approve the minutes, seconded by Neil Deupree. **Motion Carried.**
4. **Citizen Participation, Communications, and Announcements:** Neil Deupree updated the Committee on the Natural Step Study circles.  
  
Paul Benjamin briefed the Committee on Agricultural Enterprise Areas and stated that if there are any further questions, please contact the Planning and Development Agency.
5. **Action Item: PACE Eligibility Criteria as it applies to city buffers (0.75 miles for large cities and 0.5 miles for small cities) - SUSPENDED**
6. **Action Item: PACE Eligibility Criteria as it applies to existing Interstate highway interchanges - SUSPENDED**
7. **Discussion Item: Application and review forms:** Wade Thompson began discussion on the Program application instruction form, the application form, and the recommendation and review form. Wade gave an overview of the forms and how they will be utilized. Wade asked for any final Committee comments or edits on the forms.

Doug Marklein asked if there would be a general information sheet on the PACE Program. Wade stated there would be. Ron Combs stated he thought the applicant should state

whether or not a mortgage is on the property identified in the application. Wade stated the application would be revised to include this. Neil Deupree stated that 2e. of the application should be 2d. Wade noted this.

8. **Discussion Item: Rock County PACE Program Manual edits:** Wade began discussion on edits to the Program Manual – Draft 8-25-2010. Wade stated the edits were identified in Manual Edits worksheet, and are contained in the Program Manual – Draft 10-7-2010.

Wade discussed the Manual edits. Neil Deupree stated that the suspended agenda items may affect these edits. Wade stated this was correct. Wade went on to discuss additional edits and then turned the discussion over to Carrie Houston.

Carrie went on to further discuss the Manual edits. Ron asked if the map referenced in the definition of planned development area was contained in the Manual. Carrie stated it is contained in the Rock County Comprehensive Plan and not in the Manual.

Carrie asked for any additional comments on the edits. Neil Deupree asked about the timeline for public meetings. Tom Sweeney stated that public information meetings would likely be held in December, and public hearings by the County Board would likely be held in January. Mark Gunn asked the Committee if they thought the general public was aware of the Program and Program development. Tom Sweeney stated that landowners have contacted his department as well as the Planning and Development Agency to inquire about the Program. Wade Thompson confirmed this.

Neil Deupree asked about various other kinds of Program outreach efforts, including efforts to contact the media. Neil stated he thought it would be a good idea to make some outreach effort to local media outlets. Tom stated that the Program was developed in a manner it was to ensure that education and outreach would be a manageable task. Tom also stated that information on the Program would spread by word of mouth.

Chair Sweeney closed the discussion.

10. **Questions and Discussion:** Chair Sweeney asked the Committee for questions and discussion.

Doug Marklein asked if the PACE Council would consist of people from inside or outside the County. Doug stated he thought the Council should consist of members from the County

Chair Sweeney stated the benefits of having a Council composed of members from outside the County, including impartiality. Chair Sweeney cited the Town of Dunn's program as an example of a Council composed of members from outside of the affected area. Ron Combs stated that the Manual identified the Council as being composed of members from the County. Ron stated he agreed with Chair Sweeney in that the Committee should be composed of members from outside the County. John Lader stated he would like to see the Council composed of members from the County. Mark Gunn agreed with John.

Neil Deupree asked how often the Council would meet. Wade Thompson stated a minimum of twice annually. Julie Backenkeller stated she thought the Council should be composed of members from outside the County. Tom Sweeney and Wade stated they thought the Council should be composed of members from within the County. Ron stated the Program should be implemented with the Council as is (members from within the County) and when the Program is evaluated; modification to the Council can be undertaken. Further discussion ensued on this topic. Wade provided clarification on the members of the Council.

Further discussion ensued on edits to the Manual. Doug Marklein asked at what point in the application review process would City/Village review and comment take place. Wade explained this would come after initial review of the application by the PACE Program manager. Doug asked if the City would be overwhelmed by all the applications they would

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have to review. Wade stated that only applications recommended for approval by the Program Manager would be sent to the City for review.

Archie Morton asked for clarification on the timeline for public meetings and hearings. Chair Sweeney provided clarification.

Eric Levitt stated he had an issue with Cities/Villages only reviewing and commenting on applications that were recommended for approval by the Program Manager. Eric stated he thought all applications that are within a City/Village's ETJ area should be sent to the City/Village for review. Wade Thompson agreed with Eric and stated the forms and Manual should be modified to reflect that all applications within a City/Village ETJ area are to be sent to the City/Village for their review. The Committee agreed to this change.

Ron Combs asked for clarification on the appraisal review process. Wade provided clarification.

11. **Future Meeting Date** – Chair Sweeney stated that at the next meeting staff would ask the Committee for approval of the Program forms, Manual, and Ordinance. Chair Sweeney set the next Committee meeting date for Wednesday, November 10, at 8:00 a.m.
12. **Adjournment:** Neil Deupree motioned to adjourn the PDR/PACE Ad Hoc Committee at 9:00 a.m., seconded by Ron Combs. Motion carried.

Respectfully Submitted,

Thomas Sweeney  
County Conservationist

**Minutes are not official until adopted by the PDR/PACE Ad Hoc Committee.**

g:office/PDR/Ad Hoc 102110 Minutes