



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, APRIL 11, 2013 - 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, April 11, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, and Phil Owens, and Wayne Gustina. Supervisor Jensen was not present.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), Steve Schraufnagel (Acting Secretary),

Citizens present: Steve Lathrop (Combs & Associates), Darice Davis, Aaron Waldron, and Catherine Gloeckler.

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda as amended with the removal of Item 5C (LD2012 039R), Supervisor Gustina seconded. **ADOPTED 4-0.**

3. MEETING MINUTES – MARCH 28, 2013

Supervisor Mawhinney moved the approval of the March 28, 2013 Committee minutes as presented; seconded by Supervisor Gustina. **APPROVED. 4-0**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. CODE ENFORCEMENT

A. Action Item: Public Hearing – Shoreland Ordinance Revision

Supervisor Owens moved to go into Public Hearing; seconded by Supervisor Gustina. **Approved. 4-0**

Mr. Byrnes explained the purpose of the Public Hearing. The main issue was County-owned Property.

Supervisor Mawhinney moved to go out of Public Hearing; seconded by Supervisor Owens. **Approved 4-0**

B. Action Item: Recommendation to County Board – Shoreland Zoning Ordinance Revision.

Supervisor Owens made a motion to recommend the Shoreland Ordinance to the County Board; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

C. Action Item: Preliminary Approval of Land Divisions

Mr. Byrnes discussed the submitted land divisions.

- LD 2013 004 (Harmony Township) – Kemp Revocable Trust

Supervisor Mawhinney made a motion to table LD 2013 004 until the applicant and staff can work out the wording for a deed restriction; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

- LD 2013 013 (Bradford Township) – Lois & Sandy Minkey

Supervisor Gustina made a motion to conditionally approve LD 2013 013; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Dedicate 33-foot ½ Road Right of Way on E. Bradford-Clinton Townline Rd. at the discretion of the Town of Bradford.
3. Show well and septic locations for existing structures on Lot 1.
4. Note on Lot 1 Final Map: “Since lot 1 contains existing buildings which utilize an existing private 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 septic system.”
5. Utility easements put on lots as requested by utility companies.
6. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before April 11, 2014.
7. Certified Survey Maps that are subject to local approval must be recorded within 6-months of their last approval and 24 months of the first approval.

D. Action Item- Resolution: Authorizing Submission of Grant Application for Beloit Area Sewer Service Area Planning.

Staff is submitting a grant to continue the writing of the Beloit Water Quality Plan.

Supervisor Owens moved to recommend the resolution to the County Board for approval; second by Supervisor Mawhinney. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

E. Action Item – Resolution: Transfer of Property at 3636 W. Cemetery Road to City of Janesville.

Nick Osborne from the Administrators Office explained the purpose of the resolution.

Supervisor Mawhinney moved to recommend the resolution to the County Board for approval; second by Supervisor Owens. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

6. FINANCE

Action Item: Department Bills/Encumbrances/Amendments/Transfers

Supervisor Mawhinney made a motion to approve the Bills/Encumbrances and Transfers; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

7. COMMUNITY DEVELOPMENT

Action Item: Request for Review of Staff/Committee Decision (Loan ID 007031D1 & 020576D1)

Mr. Benjamin explained that staff had to deny the subordination request because it did not meet the standards of the County Housing Policy.

Aaron Wilder representing Wisconsin Bank and Trust spoke in favor of granting the subordination.

Supervisor Owens made a motion to approve the subordination request; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

8. **DIRECTORS REPORT**

- **Farmland Preservation Plan** –The Plan has been submitted to DATCP for their review and approval.
- **Water Quality Planning** – Staff is currently calculating flows based on land uses population projections. Next meeting scheduled for May 15.
- **Town's Meeting, Next November** – Mr. Benjamin stated that the Town's Workshops would resume next November. Possible topics to include GIS workshop to be held at IT; and discussion on the use of conservation easements.
- **Edgerton Community Outreach Public facilities Grant Project Update** – Construction will begin on April 24.

9. **COMMITTEE REPORTS**

Rock River has been designated as an Official Water Trail.

10. **ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:11 a.m.; second by Chair Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, April 25, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary