



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, MAY 10, 2012 - 8:00 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR – EAST WING
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 10, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Mary Mawhinney, Phil Owens, Marilyn Jensen and Supervisor Wayne Gustina.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), David Somppi (Community Development Manager), Wade Thompson (Planner II), Richard Cannon (Planning Engineer) and Steve Schraufnagel (Acting Secretary).

Citizens present: Mark Warren and Steve Lathrop (Combs & Associates).

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda, Supervisor Gustina seconded. **ADOPTED 5-0.**

3. MEETING MINUTES – APRIL 26, 2012

Supervisor Jensen moved the approval of the April 26, 2012 Committee minutes; seconded by Supervisor Mawhinney. **APPROVED.**

4. ELECTION OF VICE CHAIR

Supervisor Gustina nominated Supervisor Mawhinney as the Vice Chair. There were no other nominations. Supervisor Owens moved to close the nominations; seconded by Supervisor Gustina. **APPROVED.**

Supervisor Gustina moved to approve Supervisor Mawhinney as Vice Chair; Second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent –0)**

5. SET MEETING DAY AND TIME

Supervisor Owens moved to keep the meeting date and time the same; Second by Supervisor Gustina. All in favor – **Approved (Yes – 4, No – 1(Jensen), Absent –0)**

6. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None

7. **CODE ENFORCEMENT**

A. Action Item: Affidavit to remove notes recorded on lots 1&2 of CSM Vol.10, Pgs. 196-97 – Mark Warren.

Mr. Byrnes described the action item. The applicant is seeking to remove two notes that were attached as conditions to a land division in Volume 10, Pages 196-97 recorded in 1980. These notes did not allow the lot to be buildable because of lack of public access and no soil test. These conditions have since been alleviated as a soil test has been approved and access is now obtained over an easement on Whitetail Lane. Planning Engineer, Richard Cannon spoke on the condition of Whitetail Lane and that rescue vehicles would have access to this lot.

Supervisor Mawhinney moved to remove the notes; Second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent –0)**

B. Action Item: Preliminary approval of LD 2012 006 (Johnstown Township) – Venable Farms, Inc.

Mr. Byrnes described this Land Division. Supervisor Mawhinney stated that the Town has approved with conditions.

Supervisor Owens moved the approval of LD 2012 006 with conditions; second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

Conditions to be met for final approval:

1. 40-foot ½ ROW to be dedicated along E. County Road MM.
2. Note on 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 exiting system."
3. A-3 conditions to apply and all setbacks must be met.
4. There are to be no livestock kept in the remaining building at 9125 E. County Road MM.
5. Show septic and well location on Final Map.
6. Final CSM (1 year time frame) submitted to and approved by the Planning & Development Agency on or before May 10, 2013.
7. CSM's that are subject to local approval must be recorded within 6 months of their last approval and 24 months of first approval in an Exclusive Agricultural District.

8. As per Section 38-12(8) of the Rock County Land Division Regulations, "Any application not receiving Administrator approval as a final land division within the aforementioned timeline shall be null and void and the applicant shall be required to submit a new application if wishing to proceed with the land division. Extension of the aforementioned timeline may be applied for by the applicant prior to expiration of effectiveness and granted by the Committee at their discretion upon findings that delays are beyond the control of the applicant and that no material exchange in the land division, as stated in the application, has occurred or is reasonably expected to occur.

8. STRATEGIC & COMPREHENSIVE PLANNING – AGENCY ANNUAL REPORT 2011

Mr. Thompson distributed to the Committee the Planning Agency Annual Report for 2011. Mr. Thompson gave a brief description of the report. It summarizes the major accomplishments during 2011. There were no questions at this time.

Mr. Thompson also stated that he has submitted his resignation to take a job at the City of Fitchburg as a planner. He has very much enjoyed his time in Rock County and is looking forward to new challenges.

9. FINANCE

Action Item: Department Bills/Encumbrances/Amendments/Transfers

Supervisor Mawhinney moved the approval of the Bills; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

Supervisor Jensen moved the approval of the Encumbrance; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

10. COMMUNITY DEVELOPMENT

A. Action Item: Project ID 020705D1 (\$6,800)

Mr. Somppi described the project to the Committee. It was noted that the Available Equity line on the application was incorrect and should read \$99,740.

Supervisor Jensen moved the approval of Project ID 020705D1 (\$6,800); second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

B. Potential Conflict of Interest – NONE

C. Information Verification Statement – Yes, has been completed

11. DIRECTORS REPORT

Director Benjamin reported on the following:

- **Personnel Changes and News** – Mr. Benjamin formally announced that Wade Thompson has taken another job with the City of Fitchberg and that HR has advertised to fill the Planner II position. Also, Mr. Thompson may return on contract with Rock County to complete several projects here.
- **DOA's Division of Housing County Housing Consortia Update** – Mr. Benjamin announced that Rock County would NOT be the lead in the upcoming County Housing Consortium. Rock County anticipates being a part of a 13-County Consortium with Columbia County taking the lead. There will be a meeting of all participants on Monday, May 21 to discuss the organizational details of the proposed consortium.

12. **COMMITTEE REPORTS**

None

13. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 9:47 a.m.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, May 24, 2012 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary