



MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, MARCH 22, 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, March 22, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Marilyn Jensen, Mary Mawhinney and Phil Owens. Supervisor absent: Wayne Gustina.

Planning & Development Staff present: Paul Benjamin (Director), David Somppi (Community Development Manager) and Steve Schraufnagel (Acting Secretary).

2. **ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda, Supervisor Mawhinney seconded. **ADOPTED 4-0.**

3. **MEETING MINUTES – MARCH 8, 2012**

Supervisor Mawhinney moved the approval of the March 8, 2012 Committee minutes; seconded by Supervisor Owens. **APPROVED.**

4. **CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

None at this time.

5. **CODE ENFORCEMENT**

A. Action Item: Preliminary approval of LD 2012 005 (Johnstown Township) – James Cullen.

Mr. Schraufnagel described this Land Division. Supervisor Mawhinney presented 5 conditions that the Town of Johnstown requests to be added for the conditional approval of this plat.

Supervisor Owens moved the approval of LD 2012 005 with conditions; second by Supervisor Jensen. All in favor – Approved (Yes – 4, No – 0, Absent – 1)

Conditions to be met for final approval:

1. 40-foot ½ ROW to be dedicated along N. County Road KK.
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 existing system."

3. Show septic and well location on Final Map.
4. There is to be a manure contract between Jim Cullen and Dan and Joe Schober in force yearly, with a copy to be furnished to the town (a multi-year contract is acceptable).
5. If the dairy were to cease operation, the land division would still be in effect.
6. A-3 zoning restrictions will be in place with the exclusion of animal units. (See item 7)
7. A maximum of 100 head is allowed. If the number were to increase they would need to apply for another conditional use permit.
8. All town setbacks must be met (with animals in the buildings the set back is 100”).
9. Final CSM (1 year time frame) submitted to and approved by the Planning & Development Agency on or before March 22, 2013.
10. 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.
11. 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.

6. **FINANCE**

There were no bills at this time.

7. **COMMUNITY DEVELOPMENT**

A. Action Item: Project ID 020701D1 (\$17,923)

Supervisor Jensen moved the approval of Project ID 020701D1 (\$17,923); second by Supervisor Owens. All in favor – Approved (Yes – 4, No – 0, Absent – 1)
--

B. Action Item: Resolution Authorizing Approval of “ Services Contract Between the Rock County Planning, Economic & Community Development Agency and the Village of Orfordville.

Discussion followed concerning the percent of the Administration Fee. Director Benjamin stated that HUD sets it.

Supervisor Jensen moved the approval of Resolution Authorizing Approval of "Services Contract Between the Rock County Planning, Economic & Community Development Agency and the Village of Orfordville; second by Supervisor Mawhinney. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

C. Action Item: Request for Change to Housing & Community Development Policy & Procedure Manual.

Mr. Somppi stated that Section 1(B)(2) on the second page of the Manual is to be amended.

Supervisor Jensen moved the amendment of Housing & Community Development Policy & Procedures Manual; second by Supervisor Owens. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

D. Information Item: Emergency Loan Request – Project ID 02700D1 (\$3,239)

Mr. Somppi explained to the Committee that this was an emergency loan as the applicant's furnace stopped working in February.

E. Information Item: Cancellation and Rescheduling of Public Hearing Originally Scheduled for Planning & Development Committee Meeting on March 22, 2012.

This public hearing had to be rescheduled due to unforeseen circumstances. It is to be rescheduled at the next Planning & Development Meeting on April 12, 2012.

F. Potential Conflict of Interest – NONE

G. Information Verification Statement has been completed and verified.

8. DIRECTORS REPORT

Director Benjamin reported on the following:

- **First Technical Advisory Meeting, Water Quality Planning** – The first meeting entailed discussion of several potential rules governing this group. One of which would be that action items would be discussed at an initial meeting and then brought back to the next meeting for action. This method allows the local communities to discuss the topic with their Boards and Councils to obtain direction.
- **DOA's Division of Housing Workshop on County Housing Consortia now set for April 11, 2012 at 2:00 P.M. in Courthouse Conference Center** – CDBG grants are to be distributed on a regional basis involving 5-10 counties in the future. There needs to be a lead county in order to disperse the grant funds.
- **Director's Thanks for Two Years here at the Rock County Planning & Development Agency** - The Director wishes to express his pleasure at serving as

Planning Director these last two years. He enjoys working with staff, committees and the local communities.

9. **COMMITTEE REPORTS**

There were no Committee Reports.

10. **ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 8:47 a.m.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, April 12, 2012 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary