



## MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, APRIL 12, 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 8:01 a.m. on Thursday, April 12, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Mary Mawhinney, Phil Owens, and Supervisor Wayne Gustina. Supervisor Jensen arrived at 8:05 a.m.

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

Citizens present: Jim Frymark (Cedar Corp), Emily Pope and Sarah Williams (Edgerton Community Outreach), and Ramona Flanigan (City of Edgerton Administrator).

2. **ADOPTION OF AGENDA**

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

3. **MEETING MINUTES – MARCH 22, 2012**

Supervisor Mawhinney moved the approval of the March 22, 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 003 (Turtle Township) – Kutz Family Trust.**

Mr. Byrnes described this Land Division. Supervisor Mawhinney requested that future Land Divisions put in the agenda include the name of the applicant.

Supervisor Gustina moved the approval of LD 2012 003 with conditions; second by Supervisor Owens. All in favor – <b>Approved (Yes – 4, No – 0, Absent – 1)</b>
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Conditions to be met for final approval:

1. 33-foot ½ ROW to be dedicated along E. L-T Town line Road.
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. Existing structures shall meet setback regulations.
5. Final CSM (1 year time frame) submitted to and approved by the Planning & Development Agency on or before April 12, 2013.
6. 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.
7. 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.

**B. Action Item: Preliminary approval of LD 2012 009 (Lima Township) – Leota Larsen.**

Mr. Byrnes described this Land Division. This is a routine land division with no issues.

Supervisor Owens moved the approval of LD 2012 009 with conditions; second by Supervisor Mawhinney. All in favor – <b>Approved (Yes – 5, No – 0, Absent – 0)</b>
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Conditions to be met for final approval:

1. 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.”
2. Show septic and well location on Final Map.
3. Existing structures shall meet setback regulations.
4. 3.76 acres zoned off by Certified Survey Map.
5. 20.68 acres adjoined to adjacent landowner & deed restrictions.
6. 3.76-acre lot is subject to A-3 restrictions.

7. Final CSM (1 year time frame) submitted to and approved by the Planning & Development Agency on or before April 12, 2013.
8. 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.
9. 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.

**C. Informational Item: Update on Proposed Gravel Pit Milton Township.**

Mr. Byrnes announced that he attended the Town Milton hearing to remove the C-1 Overlay Zoning District on a parcel that is seeking to open a mine to remove gravel for the Highway 26 Bypass construction. The C-1 District removal was approved. Mr. Byrnes also mentioned that the owner of the above mentioned parcel has clear-cut a portion of his property that is within the Shoreland District and is in violation. Corporation Council Eugene Dumas has been kept up-to-date as to this issue and staff has issued a violation letter in this matter.

**D. Informational Item: Administrative Quarterly Report.**

Mr. Schraufnagel pointed out that land development activity remains slow.

**6. 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)**

**7. CORPORATE PLANNING**

**A. Action Item: Resolution Authorizing Acceptance of Grant for Beloit Area Sewer Service Area Planning.**

Director Benjamin gave the background to the purpose of this resolution, which is to accept a DNR Grant allocation of \$10,000 for this planning project.

Supervisor Jensen moved the approval of Resolution Authorizing Acceptance of Grant for Beloit Area Sewer Service Area; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

**8. COMMUNITY DEVELOPMENT**

**A. Action Item: Public Hearing – Authorizing Application for 2011-12 Community Development Block Grant (CDBG) Public Facilities Grant.**

Supervisor Jensen moved to go into public hearing; second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

Mr. Somppi spoke as to the requirements that must be met for a CDBG Public Facilities Grant. He gave the basic overview of the CDBG Program along with the total amount of monies being applied for (\$500,000). Emily Pope from Edgerton Community Outreach spoke about the needs of the Program. She mentioned the need for more space for both office and storage by renovation of an existing building in downtown Edgerton.

Ramona Flanigan, City of Edgerton Administrator spoke as to how this renovation project compliments the Edgerton Downtown Master Plan.

Jim Frymark from Cedar Corp mentioned how his company is to be retained to manage the grant, once it is obtained. He reviewed with the Committee some of the experience he has concerning past public facility grants he has managed.

There is to be no residential displacement as a result of the proposed Public Facilities Grant and any public attending the meeting were offered an opportunity to discuss the proposed CDBG Grant.

Supervisor Owens moved to go out of public hearing; second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

**B. Action Item: Resolution Authorizing Application for 2011-12 Community Block Grant (CDBG) Public Facilities Grant.**

Supervisor Jensen moved to approve the Resolution Authorizing Application for 2011-12 Community Block Grant (CDBG) Public Facility Grant; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

**C. Action Item: Project ID 020702D1 (\$11,172)**

Supervisor Jensen moved the approval of Project ID 020703D1 (\$5,000); second by Supervisor Owens. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

**D. Action Item: Project ID 020703D1 (\$5,000)**

Supervisor Owens moved the approval of Project ID 020702D1 (\$11,172); second by Supervisor Jensen. All in favor – **Approved (Yes – 4, No – 1, Absent – 0)**

**E. Action Item: Project ID 020698CO1: Change Order (+\$4,282)**

Supervisor Jensen moved Project ID 020698CO1 (Change Order, (+4,282)); second by Supervisor Owens. All in favor – <b>Approved (Yes – 5, No – 0, Absent – 0)</b>
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**F. Potential Conflict of Interest - NONE**

**G. Information Verification Statement has been completed.**

**9. DIRECTORS REPORT**

Director Benjamin reported on the following:

- **DOT's options for the Racine Avenue Overpass on I-90/39** – Mr. Benjamin attended an open house depicting the options for the above location. The new intersection will either be stoplight controlled or by a roundabout. The decision will be made later this year with construction to start next year and funding will be separate from the I-90/39 project.
- **DOA's Division of Housing Workshop on County Housing Consortia was held on April 11, 2012** – The State will be divided up into 6-8 regions that will then receive distributions of CDBG grant money. There needs to be a lead county in order to disperse the grant funds. There would be approximately 8-10 counties per region. Mr. Benjamin is compiling a business plan to determine the feasibility of Rock County participating as a lead county.
- **Next Beloit Area Water Quality Planning TAC Meeting** – Mr. Benjamin announced that the next TAC meeting is to be held on April 25, 2012.

**10. COMMITTEE REPORTS**

Since this may be the last meeting of the Committee, Chair Sweeney would like to express his appreciation to everyone for their efficiency in handling the many and varied topics coming before them during the last 2-year term.

**11. ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:37 a.m.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, April 26, 2012 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary