



## MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, FEBRUARY 9, 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 8:02 a.m. on Thursday, February 9, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Mary Mawhinney, Marilynn Jensen and Wayne Gustina. Absent: Phil Owens.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), David Somppi (Community Development Mgr.), Wade Thompson (Planner II) Jennifer Borlick (GIS Administrator) and Steve Schraufnagel (Acting Secretary).

Others present: Don Barnes (County Surveyor)

2. **ADOPTION OF AGENDA**

Supervisor Gustina moved to adopt the agenda, Supervisor Mawhinney seconded. **ADOPTED** as presented.

3. **MEETING MINUTES – JANUARY 26, 2012**

Supervisor Mawhinney moved the approval of the January 26, 2012 Committee minutes; seconded by Supervisor Gustina. Supervisor Jensen noted several minor typos. **APPROVED.**

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

None at this time.

5. **CODE ENFORCEMENT**

A. **Information Item: Proposed Gravel Pit & Concrete Plant – NW ¼ Sec. 13, Milton Township.**

Mr. Byrnes gave a brief description of a possible future conditional permit in the shoreland area for a gravel pit and concrete plant. He handed out to the Supervisors an aerial depicting the site. Mr. Byrnes will be attending a public hearing concerning the project on Monday night.

6. **Corporate Planning**

A. **Action Item: Resolution for the Review & Authorization of Agency Contract for Updating Town of Milton Zoning Ordinance**

Wade Thompson informed the Supervisors that the Town of Milton would be having the Rock County Planning Agency update the Milton Town Zoning Ordinance.

Supervisor Jensen made a motion to recommend the resolution; seconded by Supervisor Gustina. **All in Favor – APPROVED (Yes – 4, No – 0, Absent – 1)**

**7. SEMI-ANNUAL REPORT ATTENDANCE AT CONFERENCES/CONVENTIONS**

- A. Planning & Development Agency – James Otterstein will be attending conferences/conventions out of the state.
- B. Real Property Lister – Staff will not be attending out of state conferences/conventions.
- C. Surveyor – Staff will not be attending out of state conferences/conventions.

**8. REDISTRICTING**

**A. Information Item: Redistricting Update**

Ms. Borlick discussed the current status of the redistricting maps. She handed out a map depicting some of the discrepancies between the Census maps and the actual city and village boundaries.

**9. GEOSPATIAL INFORMATION SYSTEMS (GIS)**

**A. Information Item: Land Use Inventory Database and Map Distribution to Towns.**

Wade Thompson and Jennifer Borlick gave a background to this project completed by the planning intern (Kyle Short). A classification of land use list was handed out that coincided with the colors on the County Land Use Map. The map will be updated frequently as land uses change throughout the County.

**10. FINANCE**

**A. Action Item: Department Bills/Encumbrances/Amendment/Transfers**

Supervisor Mawhinney moved the approval of payment of the department bills, and encumbrances; second by Supervisor Gustina. All in favor - **APPROVED (Yes - 4, No - 0, Absent - 1)**

**11. HOUSING & COMMUNITY DEVELOPMENT**

**A. Action Item: Project ID 7055-D-1, 2069711 (\$20,473.36)**

Supervisor Jensen moved the approval of payment of Project ID 7055-D-1, & 20697-1-1 (\$20,473.36); second by Supervisor Gustina. All in favor - **APPROVED (Yes - 4, No - 0, Absent - 1)**

Some minor adjustments were made to the summary depicted on the loan paperwork.

**B. Information Item: Current Status of all Rock County Community Development Programs as of January 1, 2012**

Mr. Somppi gave a summary presentation on the current status of the entire Rock County loan program.

**C. Potential Conflict of Interest – NONE**

**D. Information Verification Statement – Has been verified.**

**12. DIRECTORS REPORT**

Director Benjamin reported on the following:

- **Department Personnel – Planner II** – Wade Thompson has been hired to fill the vacancy in the Planner II position.
- **DNR Application for Water Quality Planning Funding** - Staff has applied for a \$15,000 grant with DNR for water quality planning in the Beloit Area. A Technical Committee will be appointed.
- **Village of Orfordville (CDBG – Small Cities Grant)** – The Director is continuing to work with the Village to reopen talks concerning the Small Cities Grant Application. Director Benjamin will attend the Village Council meeting on Monday night.
- **Town/County Memorandum of Agreement Meeting February 14, 2012** – The meeting will be held at the Job Center at 9 A.M. David Moore will address the attendees along with Planning and Development Staff concerning the MOA's and how they may affect the Towns.

**12. COMMITTEE REPORTS**

There were no Committee Reports.

**13. EXECUTIVE SESSION: Per Section 19.85(1)(c) Wis. Stats. – Annual Review of Planning, Economic, & Community Development Director**

Supervisor Mawhinney moved to go into Executive Session; second by Supervisor Gustina. All in favor - **APPROVED (Yes - 4, No – 0, Absent – 1)**

Supervisor Gustina moved to go out of Executive Session; second by Supervisor Mawhinney. All in favor - **APPROVED (Yes - 4, No – 0, Absent – 1)**

**11. ADJOURNMENT**

Supervisor Jensen moved to adjourn the committee at 10:28 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, February 23, 2012 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary