



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, AUGUST 8, 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, August 8, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, and Phil Owens, Marilyn Jensen and Wayne Gustina.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/County Zoning Administrator), Jennifer Borlick (GIS Mgr.), Adam Prichard (County Engineer), James Otterstein (Economic Manager) and Cheryl Martin (Acting Secretary).

Others Present: Michelle Schultz (Real Property Lister), Jason Houle (County Surveyor) and Randy Terronez (Assistant County Administrator).

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda; Supervisor Mawhinney seconded. **ADOPTED 5- 0.**

3. MEETING MINUTES – JULY 25, 2013

Supervisor Mawhinney moved the approval of the July 25, 2013 Committee minutes. Supervisor Gustina seconded the approval of the minutes. **APPROVED 5-0**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. CODE ADMINISTRATION & ENFORCEMENT

Action Item: Preliminary Land Division Approval

LD 2013 033 (Spring Valley Township) – Bernard Stibbe

Supervisor Owens made a motion to approve LD 2013 033 with conditions; Seconded by Supervisor Gustina. All in favor – Approved (Yes –5 No- 0, Absent – 0)
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Conditions:

1. 33' half road right-of-way (ROW) dedicated along S. Nelson Rd. in front of Lot 1 at the discretion of the Town of Spring Valley.
2. Show well and septic locations for existing structures on Lot 1.
3. Existing structures shall meet setback regulations.
4. 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".
5. The proposed lot lines must include the private sewage system area with the building that utilizes the system.
6. Final CSM to be submitted to and approved by the Planning and Development Agency on or before 8/25/14.
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.

B. Information Item: Administrative Quarterly Report

Development indicators appear to be heading in an upward trend during the 2nd quarter.

6. **SEMI-ANNUAL REPORT – ATTENDANCE AT CONFERENCES/CONVENTIONS**

The Real Property Lister and County Surveyor did not attend out-of-state conferences that exceeded \$1,000. The Economic Development Manager did attend out-of-state conferences dealing with attracting business to Rock County.

7. **DEMONSTRATION OF NEW ROCK COUNTY GIS WEBSITE**

This item will be on the next agenda.

8. **ECONOMIC DEVELOPMENT**

A. Information Item: 2nd Quarter Rock Ready Index (RRI) – Quarterly Economic Dashboard Report.

Mr. Otterstein gave the Committee a report on the status of economic activity in Rock County. All indicators are continuing in an upward direction.

9. **FINANCE**

There were no bills for this meeting.

10. **COMMUNITY DEVELOPMENT**

Information Item: Consideration of Request for Community Development Block Grant – Emergency Assistance Funds to Purchase a Flood-Damage Property.

A flooded property in the Mallwood area is requesting block grant funds to remove the structure. Supervisor Owens would like to see pictures, maps and proposed use of the property once the property is cleared. Staff will present at the next meeting.

11. **COMMITTEE REPORTS**

None at this time.

12. **DIRECTORS REPORT**

- **Terwilger Road Fill (Town of Clinton)** - The property is still out of compliance.
- **FEMA Region V approval of transfer of 3636 W. Cemetery Road to City of Janesville** – The property has received approval to be transferred to the City of Janesville.
- **Lead Hazard Grant – Department of Housing & Urban Development** – Rock County received notice of Award for the Lead Grant in July. The Grant period will run from August 1, 2013 to July 22, 2016. It is anticipated that 114 units will be worked on at an average cost of \$15,500 per unit over that period.

13. **ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:13 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, August 22, 2013 at 8:00 a.m.**

Prepared by: Cheryl Martin – Acting Secretary