



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY MAY 12, 2016 - 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, May 12th, 2016 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Wes Davis, Wayne Gustina, and Mary Mawhinney, Jason Heidenreich – QUORUM PRESENT.

Planning & Development Staff Present: Colin Byrnes (Planning Director), Andrew Baker (Sr. Planner/Code Enforcement), Kurt Wheeler (Planner III) and Cheryl Martin (Planning Services Coordinator), Chris Wolf (Planning Intern), Brad Heuer (Rock County Surveyor), Jada Vandergeest (Rock County Deputy Surveyor).

Others Present: Ron Combs

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, to adopt amended agenda. Seconded by Supervisor Davis. ADOPTED (5-0)

3. **MEETING MINUTES – April 28, 2016**

Motion made by Supervisor Mawhinney to accept the April 28, 2016 meeting minutes, seconded by Supervisor Gustina. APPROVED (5-0)

4. **ACTION ITEM:** Election of Planning and Development Committee Vice-Chair.

Motion by Supervisor Davis to elect Supervisor Mawhinney as Vice-Chair, Seconded by Supervisor Gustina. Passed (5-0).

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

Jada Vandergeest introduced new Rock County Surveyor Brad Heuer to the committee. Mr. Heuer gave a brief description of his previous experience to the committee.

6. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Action Item:** Land Divisions

- LD2015 068 (Spring Valley Township) – George & Marilyn Bumsted Trust

Moved by Supervisor Heidenreich, Seconded by Supervisor Mawhinney with conditions. Approved (5-0).

Conditions:

- Indicate well and septic location on final CSM.
- Note on Final Map: Since Lot 1 has an existing septic system, no soil evaluation was done at the time of this survey. However, soils on the Lot(s) may be restrictive to the replacement of the system.
- Existing Structures shall meet setback regulations
- Dedicate a 33' ½ Road Right of Way to the town of Spring Valley at their discretion.
- Parent lot is permitted access on W. Footville-Brodhead Rd. from the Town of Spring Valley
- Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of Preliminary Approval.
- CSM's that are subject to local approval shall be recorded within 6 months of last approval.

- LD2016 010 (Milton Township) – Roscoe Development Co. LLC

Moved by Supervisor Gustina, Seconded by Supervisor Mawhinney to discuss (5-0).

Motion by Supervisor Mawhinney, Seconded by Supervisor Sweeney, to amend to allow development in 18% slopes on lot 70 (previously lot 92) and all other conditions. Approved (5-0).

Conditions:

1. Dedicate minimum of 40' half road right of way along Maple Beach Drive at the discretion of the Town of Milton.
2. Utility easements to be located on lots as requested by utility companies.
3. Utilities shall be installed prior to the final approval of the subdivision plat.
4. The Plat shall indicate that access to lots 76 and 77 are restricted to Superior Dr.
5. Areas of slopes greater than 16% shall be documented and identified by a note on the final plat and recorded deed restriction on lots 69, 70, 71 and 72. The deed restrictions shall prohibit building and accessory building sites and earth-disturbing activity within the restricted area.

- 5a. Development in slopes up to 18% for lot 70 only.
6. Construction Site Erosion Control and Storm Water Management Permit shall be obtained from the Rock County Land Conservation Department.
7. The Storm Water Management Plan shall include a driveway culvert size for each lot.
8. The existing storm water facility within Outlot 3 of the subdivision may require ordinary maintenance as needed, such as removal of woody vegetation or repair of erosion. Any necessary maintenance (as determined by the Land Conservation Department) shall be completed prior to the final approval of the Second Addition.
9. The Final Plat shall have a note indicating a lowest opening elevation on Lots 75 and 76 of 819.0 feet due to the location near the storm water management facility and partially within a natural depression area. This required elevation is based on storm water calculations completed in a prior phase of the development site's subdivision plat and is consistent with other previously platted lots in the vicinity.
10. Road construction plans shall be submitted to and approved by the Town of Milton or another entity working as the Town's agent. The design shall incorporate the most recent standard road cross-section. The road construction plans shall include a proposed schedule for asphalt pavement and gravel shoulder installation as it relates to the development of lots. The developer shall be responsible for all costs associated with road construction improvements.
11. A temporary turn around shall be constructed at the west end of Superior Drive.
12. The developer shall be responsible for all costs to the Town of Milton (or other entity working as the Town's agent) associated with the review of road construction plans and on-site inspections during construction.
13. The developer shall reimburse the Town of Milton for the installation of the necessary road signs as included and approved in the road construction plans.
14. A performance bond or similar financial instrument shall be provided to the Town of Milton to provide assurance for the road construction work (e.g. final lifts of asphalt, gravel shoulders, etc) that is scheduled to be completed after the final approval of the subdivision plat. The amount and duration shall be approved by the Town of Milton and be released only after final acceptance of the roads by the Town of Milton.
15. Developer shall provide the Town of Milton as-built plans documenting the construction of the public roads. The level of detail required shall be decided as part of the plan review and approval process.
16. Developer shall provide sufficient evidence that each lot is serviced by sanitary sewer and that the sanitary sewer is installed, constructed and accepted by the Consolidated. Koshkonong Sanitary District.

17. Final subdivision plat to be submitted and approved by the Planning and Development Agency within thirty-six (36) months of the date of Preliminary approval by the Planning and Development Committee.

7. **FINANCE**

A. **Review Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances.**

Reviewed.

8. **COMMUNITY DEVELOPMENT**

A. ***Action Item: Citizen Grievance Lead Hazard Control Grant Program*** – Reimann

Motion by Supervisor Mawhinney to bring back to the table from postponement, Seconded by Supervisor Gustina. (5-0) Discussion followed.

Motion by Supervisor Mawhinney to prorate re-payment to Rock County based on the 10 month period from the time of sale to the time of contract release. Seconded by Supervisor Davis. Approved (5-0).

9. **COMMITTEE REPORTS**

None

10. **DIRECTOR'S REPORT**

A. Conditional Use Permit 2016-002 Salvador Sanchez.
Mr. Byrnes informed the committee of the status of this CUP and activity on the parcel to date.

B. Lead Hazard Grant Training.

Ms. Martin gave an overview report of her training in New Mexico regarding lead hazards.

11. **ADJOURNMENT**

Supervisor Heidenreich moved to adjourn the committee at 9:07 a.m. Seconded by Supervisor Gustina. ADOPTED by acclamation.

Respectfully Submitted, by Kurt Wheeler, Acting Secretary.

These Minutes are not official until approved by Committee.

Future Meetings/Work Sessions

May 26, 2016 (8:00 am)

June 9, 2016 (8:00 am)

June 23, 2016 (8:00 am)

July 7, 2016 (8:00 am)