



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY JUNE 22, 2017 - 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, June 22, 2017 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Wes Davis, Jason Heidenreich, Mary Mawhinney and Wayne Gustina. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning & Development Director), Andrew Baker (Sr. Planner), Kurt Wheeler (Acting Secretary) and County Surveyor; Brad Heuer.

Others present: Linda Fewell, 911 Communications Director Kathy Sukus, and Peggy Augustine Town of Janesville Treasurer.

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, Seconded by Supervisor Davis. ADOPTED (5-0)

3. **MEETING MINUTES – JUNE 8TH, 2017**

Motion made by Supervisor Mawhinney to approve the meeting minutes from June 8th, 2017; seconded by Supervisor Heidenreich. APPROVED (5-0)

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

None at this time.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

- A. **Action Item:** Public Hearing – Rock County Address Ordinance Revision 4.600 - 4.610 (Repeal & Recreate)

A **Motion** was made by Supervisor Mawhinney to enter into public hearing, **Seconded** by Supervisor Gustina. Time in: 8:03 am. Carried (5-0)

911 Communications Director Kathy Sukus stated that she supported the repeal and recreation of the ordinance, and stressed the need for consistency regarding the ordinance. She also felt that the ordinance addressed the changes in technology and supported the changes as they

improved public safety as it related to the first responders being able to accurately locate people in need of emergency services.

Linda Fewell, Clerk for the Town of Janesville supported the ordinance re-creation as an effort to improve public safety and calls for emergency services. A discussion on joint driveway sign locations, town road signs, and ordinance enforcement followed.

No others were in attendance, and no others spoke.

**Motion** to go out of public hearing was made by Supervisor Mawhinney, **Seconded** by Supervisor Gustina. Time 8:23 am. Carried (5-0)

A **Motion** to instruct planning staff to add or modify ordinance language and insert into ordinance resolution regarding administrative discretion on multiple joint driveway sign requirements was made by Supervisor Mawhinney, **Seconded** by Supervisor Gustina. Passed (5-0).

B. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Divisions:

- **2017 014 (Milton Township) – Longhenry**

**Motion** to approve with conditions made by Supervisor Mawhinney, **Seconded** by Supervisor Gustina. Discussion followed. Approved (5-0)

**Conditions:**

- 1). Utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2). Note on final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey, however, soils on the lot may be restrictive to the replacement of the existing system.
- 3). Proposed lot lines shall include the POWTS area with the building that utilizes the system.
- 4). Indicate the location of the floodplain on lot 1 based on, and with reference to the September 16, 2015 FIRM map applicable to the property.
- 5). Finals CSM shall be submitted to, and approved by, the Agency within one year after preliminary approval.
- 6). CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

- **2017 019 (Fulton Township) – Houfe**

**Motion** to approve with conditions made by Supervisor Gustina, **Seconded** by Supervisor Mawhinney. Discussion followed. Approved (5-0).

**Conditions:**

- 1). Utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2). Note on Final CSM: “No buildings which produce wastewater are allowed on lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies.
- 3). Dedicate sufficient land to obtain a 33” half road right of way along Emerald Terrace at the discretion of the Town of Fulton. Current half road right of way is approximately 18 feet.
- 4). A conservation easement shall be identified and delineated on the final CSM in areas of slope exceeding 16%. All building and land disturbance is prohibited in these areas. Complete conservation easement language will be provided by the P&D Agency to be included on the CSM.
- 5). Finals CSM shall be submitted to, and approved by, the Agency within one year after preliminary approval.
- 6). CSM’s subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

- **2017 022R (Janesville Township) – Rollingwood Development**

**Motion** to approve with conditions made by Supervisor Heidenreich, **Seconded** by Supervisor Mawhinney. Discussion followed. Approved (5-0)

**Conditions:**

- 1). Utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2). Note on Final CSM: “No buildings which produce wastewater are allowed on lot 1 or 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies.
- 3). Dedicate a 40’ half road right of way along N. CTH F.
- 4). Finals CSM shall be submitted to, and approved by, the Agency within one year after preliminary approval.
- 5). CSM’s subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

6. **FINANCE**

- A. Information Item: Committee Review of Payments  
There were no Payments.
- B. Action Item: Transfers  
None at this time.

7. **COMMITTEE REPORTS**

None at this time.

8. **DIRECTORS REPORT**

Mr. Byrnes discussed the Neighborworks Blackhawk Region Program with the committee. Rock County currently acts as a joint sponsor of Neighborworks Home Buyer Workshops at a cost of \$1,200/yr. These workshops provide first time homebuyers with information and education on home ownership. The County's sponsorship covers the related overall costs of holding the workshops and are not directed toward a specific customer.

Mr. Byrnes shared that this organization also provides foreclosure prevention information and education. He asked the committee for input on whether or not County financial resources might be better utilized if directed toward Community Development's low to moderate income customers who may be required to attend foreclosure prevention counseling.

Discussion followed. Staff were asked to invite a Neighborworks representative to attend an upcoming committee meeting to provide a brief overview of their organization. Staff will research what costs can be covered by program funding and report back to the Committee on the budgetary outcomes.

9. **ADJOURNMENT**

Supervisor Gustina **Moved** to adjourn the committee at 9:13 am; **Seconded** by Supervisor Davis. All in favor (5-0).

Respectfully Submitted – Kurt Wheeler, Acting Secretary

These minutes are not official until approved by committee.

**Future Meetings/Work Sessions**

July 13, 2017 (8:00 am)  
July 27, 2017 (8:00 am)  
August 10, 2017 (8:00 am)  
August 24, 2017 (8:00 am)