



MINUTES

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, FEBRUARY 23, 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 8:00 a.m. on Thursday, February 23, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Mary Mawhinney, Marilyn Jensen, Wayne Gustina and Phil Owens.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), James Otterstein (Economic Development Manager), David Somppi (Community Development Mgr.), Wade Thompson (Planner II), Andrew Baker (Planner II), and Steve Schraufnagel (Acting Secretary).

Others present: Don Barnes (County Surveyor), Jason Houle (Deputy Surveyor), and Ron Combs.

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda, Supervisor Gustina seconded. Mr. Byrnes indicated that agenda items 5A and 5B (LD 2011 060) be removed at this time. Also, under Director's Report an item on housing to be added. **ADOPTED** as amended.

3. MEETING MINUTES – FEBRUARY 9, 2012

Supervisor Mawhinney moved the approval of the February 9, 2012 Committee minutes; seconded by Supervisor Owens. **APPROVED.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

Supervisor Owens stated that he would like to thank the committee and Planning staff for the cards and flowers during his recent hospitalization. It was very much appreciated.

It was noted that a special meeting would be held at 5:00 p.m., February 23, 2012 in the Planning Conference Room for review and approval of Land Division 2012 002.

5. CODE ENFORCEMENT

A. Action Item: Preliminary approval of LD 2012 001 (Milton Township) – Edward Braun.

Mr. Byrnes described this Land Division.

Supervisor Owens moved the approval of LD 2012 001 with conditions; second by Supervisor Gustina. All in favor – Approved (Yes – 5, No – 0, Absent – 0)
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Conditions to met for final approval:

1. 33-foot ½ ROW to be dedicated along E. Vincent Road
2. Utility easement put on lot as requested by utility company.
3. Restricted access shown on Map: "No driveway allowed on E. State Highway 59.
4. Final CSM (1 year time frame) submitted to and approved by the Planning & Development Agency on or before February 23, 2013.
5. 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.
6. 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. Information Item: Update Memorandum of Agreements

Mr. Brynes gave background on the status of the MOA's. Sixteen towns attended last week's countywide workshop on the MOA's. Staff will continue to meet with towns if they request our help.

6. Strategic & Comprehensive Planning

A. Information Item: City of Beloit and Town of Beloit Area-wide Water Quality Management Plan.

Wade Thompson distributed a handout describing the process for updating the City of Beloit and Town of Beloit 208 Water Quality Plan.

7. SURVEYOR

A. Information Item: Oath and introduction of Deputy Surveyor.

Mr. Barnes introduced the new Deputy Surveyor, Jason Houle to the Committee. Mr. Barnes issued the oath of office to Mr. Houle at this time.

8. **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 - 5, No - 0, Absent - 0)**

9. **HOUSING & COMMUNITY DEVELOPMENT**

A. **Action Item: Project ID 7058D1, (\$6,200)**

Supervisor Jensen moved the approval of payment of Project ID 7058D1, (\$6,200); second by Supervisor Gustina. All in favor - **APPROVED (Yes - 5, No - 0, Absent - 0)**

B. **Action Item: Project ID 20698D1, (\$27,722)**

Supervisor Jensen moved the approval of payment of Project ID 20698D1, (\$27,722); second by Supervisor Owens. All in favor - **APPROVED (Yes - 5, No - 0, Absent - 0)**

C. **Action Item: Project ID 20699D1, (\$28,078)**

Supervisor Jensen moved the approval of payment of Project ID 20699D1, (\$28,078); second by Supervisor Gustina. All in favor - **APPROVED (Yes - 5, No - 0, Absent - 0)**

D. **Potential Conflict of Interest – None.**

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

10. **ECONOMIC DEVELOPMENT**

A. **Information Item: Project Activity Update**

Mr. Otterstein distributed several handouts depicting a comprehensive overview of 2010-2012 economic development activity in Rock County.

11. **DIRECTORS REPORT**

Director Benjamin reported on the following:

- **Farmland Preservation Planning Update** – Wade Thompson has been working on completing the Farmland Preservation Plan and should be finished by the end of the 2012.
- **Water Quality Planning for Beloit Area** – A grant with DNR for water quality planning in the Beloit Area has been applied for and the agency should be hearing shortly on the status. A Technical Committee will be appointed and Wade will be the main staff person.
- **Village of Orfordville (CDBG – Small Cities Grant)** – The Village of Orfordville has reconsidered applying for the Block Grant and will officially decide at this Monday's Village meeting. There is much need for such grant funds in Orfordville.
- **Town Zoning Ordinance Update** – Staff is continuing to work with several Towns on their zoning ordinance update and also contracting for future work on zoning updates.
- **Housing Consortium** – Director Benjamin informed the Committee that he will be meeting with the County Administrator concerning the DOA proposal to regionalize the grant process by appointing lead Counties to oversee County Housing programs.

12. COMMITTEE REPORTS

There were no Committee Reports.

13. ADJOURNMENT

Supervisor Gustina moved to adjourn the committee at 9:25 a.m.; second by Supervisor Owens. **ADOPTED** by acclamation.

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

Prepared by: Steve Schraufnagel - Acting Secretary