

AMENDED

10/9/17



PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, OCTOBER 12, 2017 – 8:00 A.M.
ROCK COUNTY COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday September 28, 2017
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Division
 - 2017 029 (Janesville Township) – Gary Hergert
 - B. **Update: Discussion regarding request from applicant for clarification of denial of Shoreland CUP 2017 003 – R&K & Sons Construction**
6. Finance
 - A. Information Item: Committee Review of Payments
 - B. **Action Item:** Transfers
7. Community Development
 - A. Information Item: Change Order – Project ID: 83 = +1,985
8. Committee Reports
9. Directors Report
 - A. November & December Planning & Development Committee Meeting Dates
10. Adjournment

Future Meetings/Work Sessions

October 26, 2017 (8:00 am)



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Andrew Baker – P&D Agency Staff

SUBJECT: Preliminary Approval of Land Division

MEETING DATE: October 12th, 2017

Land Division Summary:

The following owners are seeking Land Division Preliminary Approval from the P&D Committee:

2017 029 (Janesville Township) – Gary Hergert

Land Division Recommendation(s) or Action(s):

P&D Agency Staff recommends Preliminary Approval the above referenced Land Division with conditions as presented.

RECEIVED

JUN 12 2017



AGENCY USE ONLY

Application Number: LD2017 029

Received By - Date (MM/DD/YYYY): 6-12-17

PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM

****PLEASE DO NOT COMPLETE THIS APPLICATION FORM UNTIL YOU HAVE READ THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION. PLEASE COMPLETE BOTH PAGES OF THIS FORM AND PREPARE A MAP CONTAINING ALL INFORMATION AS IDENTIFIED ON PAGE 2 OF THIS FORM.****

- Applicant has contacted Town, Rock County Planning, Economic & Community Development Agency, and City(s)/Village (if land division is within Extra-Territorial Plat Approval Jurisdiction (ETJ) area) officials and these parties have determined land division is feasible: Yes No
- Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
- Land division area is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
- Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Yes No
- Land division will require a zoning change: Yes No

APPLICANT INFORMATION

6. LANDOWNER OR AUTHORIZED LANDOWNER REPRESENTATIVE

a. Name:	Gary Hergert			Telephone:	751-8592	
Address:	320 E. J-F Townline Road	City:	Janesville	State:	WI	Zip: 53545
b. Name:				Telephone:		
Address:		City:		State:		Zip:

7. AGENT (SURVEYOR AND DEVELOPER)

a. Surveyor name:	Combs & Associates, Inc.			Telephone:	752-0575	
Address:	109 W. Milwaukee Street	City:	Janesville	State:	WI	Zip: 53548
b. Developer name:				Telephone:		
Address:		City:		State:		Zip:

8. Identify the individual from 6. or 7. that will serve as the primary contact: 6a. 6b. 7a. 7b.

LAND DIVISION INFORMATION

9. Reason for land division: Sale/ownership transfer Farm consolidation Refinance Other:

10. Land division area location:	Town of Janesville	1/4 of NW 1/4
	Section 1	Tax parcel number(s) - 6-8-4.6A & 6-8-4.6

11. Land division area is located within the Extra-Territorial Plat Approval Jurisdiction (ETJ) Area of a City(s)/Village: Yes No
If Yes, identify: City(s)/village of City of Janesville

12. Land division area is located adjacent to (check all that apply):
 Local/Town road County highway State highway U.S. highway

13. Landowner's contiguous property area (Square feet or acres): 15 acres	14. Land division area (Square feet or acres): 2 acres	15. Current zoning of land division area: A-1
16. Number of new/additional lots created by land division: 1	17. Future zoning of new/additional lot(s) created by land division: SFRR	18. Future zoning of parent lot: A-2

19. Covenants or restrictions will be placed on the land division area: Yes No
If Yes, identify covenants or restrictions:

20. A residential building is currently located in the land division area: Yes No
If Yes, the building utilizes a: Private onsite wastewater treatment system Public sanitary sewer system

21. Public improvement construction proposal/plan will be submitted by (mm/dd/yyyy):

22. Public improvement construction will begin on (mm/dd/yyyy):

APPLICANT STATEMENT AND SIGNATURE

I, as the undersigned, am a landowner applying for a minor land division in unincorporated Rock County, or am serving as the primary contact for said landowner. I do hereby verify that I have reviewed the ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM INFORMATION, reviewed and completed this application form, and submitted all information as required per said documents, and that all information is correct, accurate, and true to the best of my knowledge and belief, with all information accessible to me. These statements are being made to induce official action on the part of Rock County, its agents, employees, and officials.

LANDOWNER/PRIMARY CONTACT SIGNATURE: Rod J. Cook DATE: 4/4/17

APPLICATION CHECKLIST

	Yes	No	Comment
1. Have you included a map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
a. Location of the land division area by section, township, and range:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
d. Approximate location and dimension of all PROPOSED lot(s), outlot(s) and blocks(s), numbered for reference, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
g. Approximate location, dimension (if applicable), and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(1) Buildings:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(2) Streets, alleys, and public ways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(3) Driveways:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(4) Rail lines:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(5) Private water wells or water supply systems:	<input type="checkbox"/>	<input type="checkbox"/>	
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(7) Any other public utilities:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(9) Vegetative land cover type:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(12) Surface water features:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(13) Drainageways:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	NONE
(14) Detention or retention areas:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(15) Cemeteries:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(16) Bridges/culverts:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(17) Rock outcroppings:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
j. Preliminary concept for collecting and discharging stormwater, in the land division area:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
k. Scale, north arrow, and date of creation:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
l. Any other information required by the Agency:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Has the map been prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Has the map been prepared by a land surveyor licensed in Wisconsin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Have you provided all required application form information and has the required party signed this application form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Have you included a hard copy of this application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and the application fee?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

THANK YOU FOR COMPLETING THE ROCK COUNTY PRELIMINARY MINOR LAND DIVISION – APPLICATION FORM.

PLEASE SEND VIA POSTAL MAIL, OR HAND-DELIVER, THIS FORM, A HARD COPY AND ELECTRONIC COPY OF THE PRELIMINARY MAP, AND THE APPLICATION FEE TO:

**ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
51 N. MAIN ST.
JANESVILLE, WI 53545**

PRELIMINARY CERTIFIED SURVEY MAP

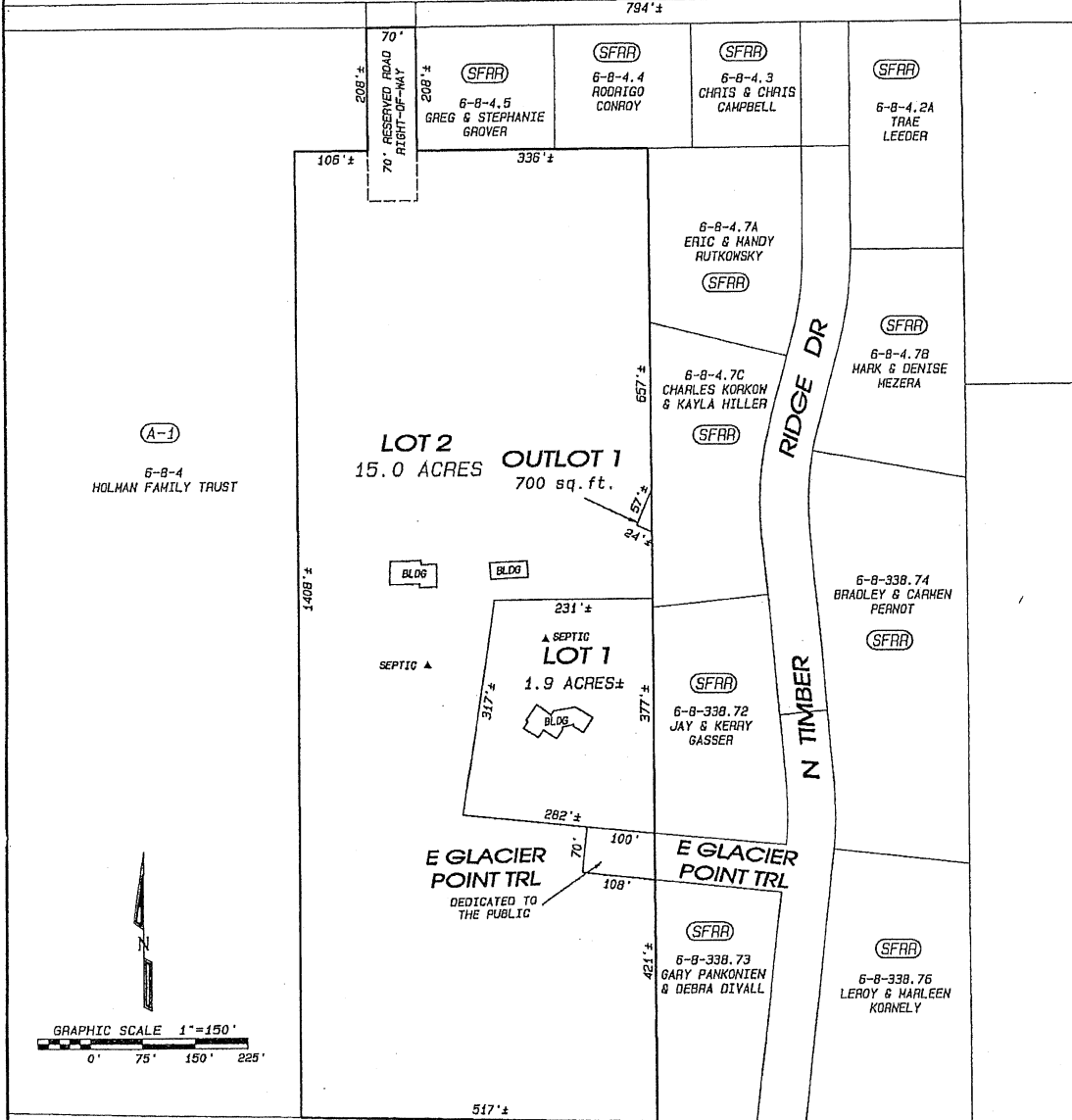
LOT 1 OF A CERTIFIED SURVEY MAP AS RECORDED IN VOLUME 6, PAGES 244 AND 245 AS DOCUMENT NO. 863395 AND PART OF THE NW 1/4 OF SECTION 1, T.3N., R.12E., OF THE 4TH P.M., JANESVILLE TOWNSHIP, ROCK COUNTY, WISCONSIN.

(AC)

6-6-444
HOLMAN, FAMILY TRUST

E J-F TOWNLINER ROAD

NORTH 1/4 CORNER
OF SECTION 1-3-12



(A-1)

6-8-4
HOLMAN FAMILY TRUST

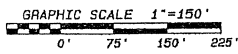
LOT 2
15.0 ACRES
OUTLOT 1
700 sq. ft.

LOT 1
1.9 ACRES±

E GLACIER POINT TRL
DEDICATED TO THE PUBLIC

RIDGE DR
N TIMBER

- (SFAR) 6-8-4.5 GREG & STEPHANIE GROVER
- (SFAR) 6-8-4.4 RODRIGO CONROY
- (SFAR) 6-8-4.3 CHRIS & CHRIS CAMPBELL
- (SFAR) 6-8-4.2A TRAE LEEDER
- (SFAR) 6-8-4.7A ERIC & HANDY RUTKOWSKY
- (SFAR) 6-8-4.7C CHARLES KORKON & KAYLA HILLER
- (SFAR) 6-8-4.7B MARK & DENISE HEZERA
- (SFAR) 6-8-338.74 BRADLEY & CARMEN PERNOT
- (SFAR) 6-8-338.72 JAY & KERRY GASSER
- (SFAR) 6-8-338.73 GARY PANKONEN & DEBRA DIVALL
- (SFAR) 6-8-338.76 LEROY & MARLEEN KORNELY



(A-1)

6-8-5
DAVID STARK

NOTE: Road reservation shown herein is subject to dedication at the request of the municipality with jurisdiction, at no cost to the municipality. All buildings and structures erected on lands adjoining the reserve area must be set back, in accordance with local zoning regulations, from the reserved road as if it were a dedicated right-of-way.

Date: 03/30/17
Revised 09/12/17
Revised 09/27/17

Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.
Janesville, WI 53546
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534

Project No. 117-110 For Hergert

4



PRELIMINARY MINOR LAND DIVISION – APPLICATION: REVIEW, RECOMMENDATION, AND ACTION FORM

AGENCY REVIEW

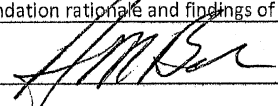
1. Applicant has contacted Town, Rock County Planning and Development Agency, and City(s)/Village (if applicable) officials and these parties have determined land division is feasible: Yes No
2. Land division is consistent with Town's Comprehensive Plan – Future Land Use Map: Yes No
3. Land division is located in a Farmland Preservation zoning district certified by the State of Wisconsin: Yes No
If you answered Yes, proceed to 4. If you answered No, proceed to 5.
4. Land division meets Town Base Farm Tract and any other applicable Farmland Preservation zoning district requirement: Yes No
5. Land division is in an Agricultural Resources Priority Area, per the Rock County Farmland Preservation Plan: Yes No
6. Land division will require a zoning change: Yes No
7. Preliminary minor land division application is complete: Yes No

If you answered Yes to 7., proceed to 9. If you answered No to 7., indicate the missing information below, 7a. – 7e. After all missing information is supplied, proceed to 8. An Agency recommendation (10.) will not be provided until all missing information has been supplied by the applicant.

	Missing Information
7a. A map clearly marked "PRELIMINARY PLAT OF SURVEY OR CERTIFIED SURVEY MAP", identifying the land division area and containing all of the following information:	<input type="checkbox"/>
a. Location of the land division area by section, township, and range:	<input type="checkbox"/>
b. Approximate location and dimension of all EXISTING streets and property lines, including name and ownership (if applicable), in and adjacent to the land division area:	<input type="checkbox"/>
c. EXISTING/PROPOSED County, Town, and City/Village (if applicable) zoning designations of all EXISTING/PROPOSED lot(s) and outlot(s), in and adjacent to the land division area:	<input type="checkbox"/>
d. Approximate location and dimension of all EXISTING/PROPOSED lot(s), outlot(s), and block(s), numbered for reference, in the land division area:	<input type="checkbox"/>
e. Indication of all PROPOSED lot(s) and outlot(s) use if other than single-family residential, in the land division area:	<input type="checkbox"/>
f. Distance from all PROPOSED lot(s) and outlot(s) point of beginning to section corner or quarter corner, in the land division area:	<input type="checkbox"/>
g. Approximate location, dimension and name (if applicable) of all of the following, whether EXISTING or PROPOSED, in the land division area:	<input type="checkbox"/>
(1) Buildings:	<input type="checkbox"/>
(2) Streets, alleys, and public ways:	<input type="checkbox"/>
(3) Driveways:	<input type="checkbox"/>
(4) Rail lines:	<input type="checkbox"/>
(5) Private water wells or water supply systems:	<input type="checkbox"/>
(6) Private onsite wastewater treatment systems or public sanitary sewer systems:	<input type="checkbox"/>
(7) Any other public utilities:	<input type="checkbox"/>
(8) Easements (Utility, drainageway, pedestrian way, etc.):	<input type="checkbox"/>
(9) Vegetative land cover type:	<input type="checkbox"/>
(10) Environmentally sensitive areas (Floodplain, steep slope, etc.):	<input type="checkbox"/>
(11) Productive agricultural soils, cultural resources, and woodlands:	<input type="checkbox"/>
(12) Surface water features:	<input type="checkbox"/>
(13) Drainageways:	<input type="checkbox"/>
(14) Detention or retention areas:	<input type="checkbox"/>
(15) Cemeteries:	<input type="checkbox"/>
(16) Bridges/culverts:	<input type="checkbox"/>
(17) Rock outcroppings:	<input type="checkbox"/>
h. Approximate location, dimension, name (if applicable), and purpose of all dedicated public parks or outdoor recreation lands, or any other public or private reservation, including any conditions, in the land division area:	<input type="checkbox"/>
i. Preliminary concept for connection with existing public sanitary sewer and water supply system or an alternative means of providing water supply and treatment and disposal of sewage, in the land division area:	<input type="checkbox"/>
j. Preliminary concept for collecting and discharging stormwater in the land division area:	<input type="checkbox"/>

5

AGENCY REVIEW	
	Missing Information
k. Scale, north arrow, and date of creation:	<input type="checkbox"/>
l. Any other information required by the Agency:	<input type="checkbox"/>
7b. Map prepared at a scale not to exceed two hundred (200) feet to the inch, with the map pages numbered in sequence if more than one (1) page is required, and total map pages identified on each page:	<input type="checkbox"/>
7c. Map prepared by a land surveyor licensed in Wisconsin:	<input type="checkbox"/>
7d. All required application form information and required party's signature on the application form:	<input type="checkbox"/>
7e. A hard copy of the application form and the map, an electronic copy of the map in a format compatible with the Agency's Geographic Information System (GIS), and application fee:	<input type="checkbox"/>
8. Preliminary minor land division application is complete:	<input checked="" type="checkbox"/> Yes
9. Preliminary minor land division application has been provided to other reviewing parties for review and comment, and if these parties have comments, said comments have been provided to the Agency: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If you answered No, the application must be provided to other reviewing parties before completing any further sections of this form.	

AGENCY RECOMMENDATION	
10. Agency recommendation: <input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
11. If you answered Approve With Conditions to 10., list conditions (Use additional sheet (2a) if necessary):	
1. Utility easement(s) shall be placed on lots as requested by utility companies and existing easements shall be shown on CSM.	
2. Note on Final CSM: "Lot 1 and 2 contain existing buildings which utilize an existing private sewage system at the time of	
3. this survey. However soils on the lot may be restrictive to the replacement of the existing systems."	
12. Agency recommendation rationale and findings of fact (Use additional sheet (2a) if necessary):	
AGENCY SIGNATURE: <u></u> TITLE: <u>Administrator - Rock County Planning, Economic & Community Development Agency</u>	DATE: <u>7/28/17</u>

TOWN ACTION	
13. Town action: <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
14. If you answered Approve With Conditions to 13., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
15. Town action rationale and findings of fact (Use additional sheet (2a) if necessary):	
TOWN SIGNATURE: <u>Approved by Town Board</u> TITLE: <u>without conditions</u>	DATE: <u>6/5/17</u>

PLEASE RETURN THIS FORM, VIA POSTAL MAIL OR EMAIL, TO:

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY
 51 N. MAIN ST.
 JANESVILLE, WI 53545
 EMAIL: BRYNES@CO.ROCK.WI.US

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION	
16. Committee action: <input type="checkbox"/> Approve <input type="checkbox"/> Approve With Conditions <input type="checkbox"/> Deny	
17. If you answered Approve With Conditions to 16., list conditions (Use additional sheet (2a) if necessary):	
1.	
2.	
3.	
18. Committee action rationale and findings of fact (Use additional sheet (2a) if necessary):	
COMMITTEE SIGNATURE: _____ TITLE: <u>Chair – Rock County Planning & Development Committee</u>	DATE: _____

6

AGENCY RECOMMENDATION

11. If you answered Approve With Conditions to 10., list conditions:

- 3. Proposed lots lines shall included POWTS area with the buildings that utilize the system.
- 4. The final CSM shall include a dedication of the area shown as reserved road right of way adjacent to Lot 1
- 5. Driveway access and associated address for the residence on proposed Lot 1 shall be relocated to E Glacier Point Trail
- 6. The Town of Janesville shall approve necessary zoning changes prior to final approval
- 7. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 8. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.
- 9.
- 10.

12. Agency recommendation rationale and findings of fact:

The proposed Land Division reconfigures two existing lots in common ownership on approximately 17.5 total acres Janesville Township. Lot 1 will consist of approximately 2 acres and Lot 2 will consist of approximately 15 acres. Each lot will include an existing residence. This action effectively switches which residence is associated with the larger land parcel. The larger of the two existing parcels is currently zoned A1 and the smaller is zoned SFRR. Therefore, a request has been made which would result in Lot 1 being zoned SFRR and Lot 2 being zoned A2 to be consistent with the Town Zoning Ordinance. Currently, the two residences share a driveway with access to E Townline Rd. Staff is recommending that the 70 ft reserved road right of way adjacent to Lot 1 be dedicated to the Town at this time rather than in the future, even if the extension of E Glacier Point Trail is not built. Doing so satisfies the requirement that each new lot has 100' of frontage on a public road and will be more consistent with the County Address Ordinance. This action also creates a 700 sq ft Outlot to be transferred to an adjoining owner to resolve a driveway encroachment. The Land Division is within the extraterritorial approval jurisdiction of the City of Janesville.

TOWN ACTION

14. If you answered Approve With Conditions to 13., list conditions:

- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

15. Town action rationale and findings of fact:

ROCK COUNTY PLANNING AND DEVELOPMENT COMMITTEE ACTION

17. If you answered Approve With Conditions to 16., list conditions:

- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

18. Committee action rationale and findings of fact:



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

FROM: Planning & Development Agency Staff

SUBJECT: Request From Applicant for Clarification – Denial of Shoreland CUP 2017 003
R&K & Sons Construction, Lot 11 South Gate Estates, Union Township

MEETING DATE: October 12, 2017

Summary:

The Planning and Development Committee denied a Shoreland Conditional Use Permit on August 24, 2017 for filling and grading activities associated with filling a portion of the above referenced lot in the Shoreland Zoning District. Since the lot is also within the Floodplain Zoning District, the fill is required in order to construct a new flood proofed residence.

At the September 28th P&D meeting, the owner's agent appeared before the Committee during Citizen Participation to request a clarification of the concerns that led to the denial of the permit request and offered to provide additional information for the Committee to possibly reconsider the request. The Committee discussed the matter briefly and the procedural techniques dictated in Robert's Rules of Order. Since the matter was not on the agenda, the Committee asked Staff to add an Action Item to discuss and possibly reconsider the additional information on the following agenda. It was also agreed that Corp Counsel should be consulted on the matter.

Interim Corporation Counsel Jodi Timmerman is advising that standard processes should be followed. In this case, a next step would be an appeal to the Board of Adjustment. Furthermore in regard to Robert's Rules, Corp Counsel Timmerman stated via email, "Technically, a motion to reconsider is only in order during the same meeting or one day after the vote to which it applies was taken. Should a member of the committee wish to make a motion to reconsider at the next PD meeting, I would say that said motion was out of order/not timely made."

Recommendation(s) or Action(s):

Considering the guidance from Corp Counsel, Staff recommends that the P&D Committee not take any action to reconsider the matter nor discuss the formal permit denial further pending an appeal by the applicant to the Board of Adjustment.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF SEPTEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
10-1720-0000-63100	OFC SUPP & EXP	P1700585	09/14/2017	JP MORGAN CHASE BANK NA	10.20
REAL PROPERTY DESCRIPTION PROG TOTAL					10.20
10-1726-0000-62119	OTHER SERVICES	P1702348	09/14/2017	BERNTSEN INTERNATIONAL INC	3,367.31
		P1702349	09/14/2017	AMERICAN INDUSTRIAL STEEL AND	630.00
STRATEGIC INITIATIVE GRANT PROG TOTAL					3,997.31

I have reviewed the preceding payments in the total \$4,007.51

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF SEPTEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
64-6400-0000-62119	OTHER SERVICES				
		P1702287	09/28/2017	LP TREE SERVICE	4,935.00
64-6400-0000-63100	OFC SUPP & EXP				
		P1700223	09/14/2017	STAPLES BUSINESS ADVANTAGE	171.82
64-6400-0000-64200	TRAINING EXP				
		P1702468	09/21/2017	WISCONSIN COUNTY CODE ADMINIST	320.00
				PLANNING PROG TOTAL	5,426.82
64-6451-0000-64904	SUNDRY EXPENSE				
		P1700249	09/14/2017	LANGE ENTERPRISES INC	1,891.95
				ADDRESS SIGNS PROG TOTAL	1,891.95
64-6460-0000-63110	ADMIN.EXPENSE				
		P1702232	09/28/2017	SAHCI-STAN A HUBER CONSULTANTS	20.00
		P1702546	09/28/2017	FEDERAL EXPRESS CORP	23.50
				HOUSING GRANT CLEARING ACCOUNT PROG TOTAL	43.50
64-6730-0000-64702	SEC CORNER MONUM				
		P1702371	09/14/2017	MUNICIPAL MARKING DISTRIBUTORS	250.08
				SURVEYOR PROG TOTAL	250.08

COMMITTEE REVIEW REPORT
FOR THE MONTH OF SEPTEMBER 2017

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
-----------------------	---------------------	------------	-------------------	--------------------	--------------------

I have reviewed the preceding payments in the total \$7,612.35

Date: _____ Dept _____
Committee _____

MEMORANDUM

DATE: October 12, 2017

TO: Rock County Planning and Development Committee

FROM: Wisconsin Partnership for Housing Development,
Administrator for Rock County Homeowner Rehab Program

SUBJECT: INFORMATION ITEM-Change Order: Project ID: #83

SUMMARY:

This project includes roof replacement, flooring replacement, installation of a fan in the laundry room to mitigate mold. Originally flooring was to be replaced in kitchen and dining areas. We have to expand flooring work to the laundry room with replacement of sub floor and vinyl due to mold issues.

Change Order = \$1,985 added to original \$12,960 CDBG approved loan for new total of \$14,945

COMMITTEE ACKNOWLEDGEMENT

Change Order Acknowledged	Allocation of additional \$1,985.00 to Project ID: 83
Signature-Committee Chair	Date