



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, APRIL 24, 2014 - 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, April 24, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney and Wayne Gustina. Supervisor absent: None *[Note: At this time, due to the transition of newly appointed committees, there are only 3 "seated" County Board Supervisors on the Planning & Development Committee]*

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/Zoning Administrator), Cheryl Martin (Acting Secretary) and Adam Pritchard (County Engineer).

Citizens present: Sarah Williams (Executive Director) and Hank Stockwell (Edgerton Community Outreach), Phil Owens, and Wes Davis.

**2. ADOPTION OF AGENDA**

Supervisor Gustina moved to adopt the agenda; Supervisor Mawhinney seconded the motion. **Approved 3-0.**

**3. MEETING MINUTES – MARCH 27, 2014**

Supervisor Mawhinney moved the approval of the March 27, 2014 Committee minutes. Supervisor Gustina seconded the approval of the minutes. **APPROVED 4-0.**

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

None at this time.

**5. RECOGNITION OF SERVICE AWARDS**

Mr. Byrnes presented an award of service to former Supervisor Owens for his commitment and contributions to the citizens of Rock County while serving as a member of the Planning & Development Committee. As former Supervisor Marilyn Jensen was unable to attend today's meeting, a certificate of service will be given to her at a later date.

**6. PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT – PUBLIC FACILITIES GRANT**

Supervisor Mawhinney moved and Supervisor Gustina seconded to go into Public Hearing at 8:10 a.m. and the roll call was read: Present: Supervisors Gustina, Mawhinney and Sweeney. Absent: None

Adam Pritchard read the Project Progress Report in to the record. Included in the report were the following topics:

- Identification of the project
- Identification of project funding
- Changes in the funding from the original application
- Changes to the policies or guidelines from the original application
- Review of the project performance of funded activities
- Grant accomplishments

Sara Williams described how the grant funds have helped provide higher quality services for their clients and increased safety and efficiency for the volunteer and support staff. Volunteer Hank Stockwell also commented on how the building improvements have served to help the volunteer staff and provide better services for the clients.

Phil Owens commented that it is good to know that a project that was originally approved at the County Governing Committee level has such a far reaching impact on the community.

Supervisor Mawhinney moved to close the Public Hearing at 8:35 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Mawhinney and Sweeney. Absent: None

## 7. CODE ADMINISTRATION & ENFORCEMENT

A. Action Item: Preliminary Land Division Approval

Mr. Brynes reviewed the Land Divisions with the Committee.

- LD 2014 006 (Plymouth Township) Johanna Weum

Supervisor Gustina made a motion to approve LD 2014 006; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –3 No- 0, Absent – 0)**

- LD 2014 014 (Milton Township) – Art Donaldson

Supervisor Gustina made a motion to approve LD 2014 014 with conditions; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –3 No- 0, Absent – 0)** *NOTE: Due to technical difficulties with the electronic version of the Preliminary Minor Land Division application, the Planning & Development Committee Action “Approve With Conditions” checkbox was pre-checked. Staff will work to correct the issue of having the software “pre-check” the Committee’s approval.*

### Conditions

1. Note on Final CSM Map: “No building which produces wastewater allowed on lot.”

2. Final Certified Survey Map submitted to and approved by the Planning & Development Agency one year after Committee approval.
3. 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. Administrative Quarterly Report

Mr. Byrnes referred the Committee to the Quarterly Report. Land Divisions remain consistent with last year's quarterly totals and residential construction also remains slow.

8. **FINANCE**

A. Department Bills/ Encumbrances/Amendments/Transfers

There are no bills at this time.

A 2013 Budget Analysis was distributed to the Committee. Mr. Byrnes commented that the Community Development Division did not receive as much Administrative Expense reimbursement as budgeted due to the ongoing probationary status of the CDBG Program.

9. **COMMITTEE REPORTS**

None

10. **DIRECTORS REPORT**

- Mr. Byrnes reported on 208 Water Quality Planning activities. He reported that the 208 Technical Advisory Committee is scheduled to meet April 30<sup>th</sup> to vote on approving a Water Quality Plan.

11. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 9:32 a.m.; second by Supervisor Mawhinney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, May 8, 2014 at 8:00 a.m.**

Prepared by: Cheryl Martin – Acting Secretary