



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, AUGUST 28, 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, August 28, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Wayne Gustina & Jason Heidenreich. Supervisor Wes Davis was not in attendance.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/Zoning Administrator), Cheryl Martin (Acting Secretary), and Travis Bangart (GIS Intern).

Other Planning & Development Associates: Kathy Kamp, Lisa Kratz and Scott Gussick (The Wisconsin Partnership for Housing Development, Inc)

Citizens present: Ron Combs (Combs & Assoc)

**2. ADOPTION OF AGENDA**

Supervisor Gustina moved to adopt the agenda; Supervisor Mawhinney seconded the motion to approve the agenda. **Approved 4-0.**

**3. MEETING MINUTES – AUGUST 14, 2014**

Supervisor Mawhinney moved the approval of the August 14, 2014 Committee minutes. Supervisor Heidenreich seconded the approval of the minutes. **APPROVED 4-0.**

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

None at this time.

**5. CODE ADMINISTRATION & ENFORCEMENT**

Action Item: Preliminary Land Division Approval.

Colin reviewed the land divisions with the Committee.

- **LD 2014 022 (Center Township) – Herbert Hermanson**

Supervisor Gustina made a motion to approve LD 2014 022 with Conditions; Seconded by Supervisor Mawhiney. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

**Conditions**

1. Show well and septic system locations for existing structures on Lot 1.

2. Existing structures shall meet setback regulations on Lot 1.
3. Acceptable soil and site evaluation received on Lot 2.
4. Utility easements put on lots as requested by utility companies.
5. Following notation on Final Map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing system".
6. Suggest either a Town of Center Conservation Easement, Deed Restriction or indication on Final CSM for areas of Steep Slope (12% or greater).
7. Driveway access to Lot 2 shall be located within 20 feet east of the east property line. Location of driveway access shall be shown on the Final CSM.
8. Final CSM submitted to and approved by the Planning and Development Agency one (1) year after Committee approval - no later than August 28, 2015.
9. CSM's that are subject to local approval must be recorded within 6 months of their last approval.

- **LD 2014 031 (Bradford Township) – Joyce Aldrich**

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| Supervisor Mawhinney made a motion to approve LD 2014 031 with Conditions; Seconded by Supervisor Gustina. All in favor – <b>Approved (Yes –4 No- 0, Absent – 1)</b> |
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Conditions

1. Dedicate 33' half road right of way to the Town of Bradford at their discretion.
2. Existing structures shall meet setback requirements.
3. Show well and septic system locations on Final Map
4. Note on Final Map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lots was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing system".
5. Final CSM submitted to and approved by the Planning and Development Agency one (1) year from Committee approval – no later than August 28, 2015.
6. 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. **CORPORATE PLANNING**

- A. Authorizing Approval of Products & Services Contract between Rock Co. Planning & Development and the Towns of Avon, Bradford and Spring Valley

Colin presented the resolution proposing a Planning & Development Agency Products and Services Contracts with the Towns of Avon, Bradford and Spring Valley. These contracts are for products and support services for updating and revising the Town's Zoning Ordinances, including re-certification of the Town's Farmland Preservation Zoning Ordinance with the State of Wisconsin Department of Agriculture, Trade & Consumer Protection (DATCP).

Supervisor Mawhinney made a motion to approve the resolution; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

7. **FINANCE**

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

Supervisor Mawhinney made a motion to approve the Bills; Seconded by Supervisor Heidenreich. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

8. **COMMITTEE REPORTS**

Colin reported on a letter recently received from DATCP concerning a court case (Hegwood v. Town of Eagle Zoning Board of Appeals). The case states that, except for towns that adopted general zoning prior to the adoption of the county shoreland zoning ordinance, towns do not have authority to regulate shorelands.

9. **DIRECTORS REPORT**

- 2015 Budget Overview - Mr. Byrnes presented the 2015 proposed Planning & Development Budget request.
- Wisconsin Partnership for Housing Development – Kathy Kamp (Executive Director) introduced the staff and gave a brief overview of the organization's role as the new administrator of the Housing Program.

10. **ADJOURNMENT**

Supervisor Mawhinney moved to adjourn the committee at 8:55 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, September 11, 2014 at 8:00 a.m.**

Prepared by: Cheryl Martin – Acting Secretary