



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY JANUARY 12, 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, January 12, 2017 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Wayne Gustina, Jason Heidenreich, Wes Davis, Mary Mawhinney. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning & Development Director), Andrew Baker (Sr. Planner/Zoning Administrator), Kurt Wheeler (Planner III/Acting Secretary), Brad Heuer (Rock County Surveyor), and Cheryl Martin (Planning Services Coordinator), and Norm Tadt (Senior Conservationist).

Others present: Ron Combs, Ellen Brown, Kathy Kamp.

2. **ADOPTION OF AGENDA**

Adoption of the agenda (with changes to order) **Moved** by Supervisor Davis, **Seconded** by Supervisor Gustina. Agenda ADOPTED (5-0)

3. **MEETING MINUTES – DECEMBER 15, 2016**

Motion made by Supervisor Davis to accept the December 15, 2016 meeting minutes, **Seconded** by Supervisor Heidenreich. APPROVED (5-0)

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

Supervisor Davis invited all in attendance to the Martin Luther King celebration Saturday, January 14th at Blackhawk Technical College from 3-4:30 pm.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

A. **Action Item:** Request for Release of Conservation Easement – Lot 12, Turtlerock Estates, Turtle Township.

After discussion, **Motion** to Release Lot 12 only from Conservation Easement made by Supervisor Mawhinney, **Seconded** by Supervisor Heidenreich. Passed (5-0)

- B. **Action Item:** Request for Shoreland Conditional Use Permit Extension – Glacier's Edge Council of the Boy Scouts of America CUP 2015 008

Norm Tadt (Boy Scouts representative) discussed the project status and timelines for the committee. Discussion followed.

Motion to Approve made by Supervisor Gustina, **Seconded** by Supervisor Mawhinney. Approved (5-0).

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

2016 047 (Center Township) – JMG Trust

Supervisor Gustina **Moved** to Approve with Conditions, **Seconded** by Supervisor Heidenreich. Approved (5-0)

Conditions:

- 1). Utility easements to be located on lots as requested by utility companies.
- 2). Note on Final Map: Since Lot 1 has an existing septic system, no soil evaluation was done at the time of this survey. However, soils on the Lot(s) may be restrictive to the replacement of the system. Also, proposed lot lines must include the system area with the building that utilizes the system.
- 3). Dedicate a minimum of a 33' half road right of way along N. Fellows Rd. at the discretion of the Town.
- 4). The parent parcel is currently zoned A1 by the Town of Center. Based on the proposed size of lot 1. A rezone is required.
- 5). The proposed boundaries of lot 1 shall exclude any area mapped within the Regional Floodplain.
- 6). Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of Preliminary Approval.
- 7). CSM's that are subject to local approval shall be recorded within 6 months of last approval.

2016 048 (Newark Township) – Halley

Supervisor Mawhinney **Moved** to Approve with Conditions, **Seconded** by Supervisor Heidenreich. Approved (5-0).

Conditions:

- 1). Utility easements to be located on lots as requested by utility companies.
- 2). Note on final CSM “No building that produces wastewater allowed on lot 3 until acceptable means of wastewater disposal is approved by the necessary governmental units”.
- 3). Dedicated 40’ half road right of way along N. CTH H to the County of Rock.
- 4). Driveway access points shall meet Town of Newark and County of Rock standards, where applicable and approved locations be shown on final CSM.
- 5). The parent parcel is currently zoned A1 by the Town of Newark. Based on the proposed size of lot 1 and 2, a rezone is required for the new lots.
- 6). Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of Preliminary Approval.
- 7). CSM’s that are subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of last approval.

2016 049 (Lima Township) – Hull Farms

Supervisor Mawhinney **Moved** to Approve with Conditions, **Seconded** by Supervisor Gustina. Approved (5-0).

Conditions:

- 1). Utility easements to be located on lots as requested by utility companies.
- 2). Dedicated 33’ half road right of way at the discretion of the Town of Lima.
- 3). Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of Preliminary Approval.
- 4). The Rock County Treasurer shall certify that all property taxes have been paid prior to final approval.
- 5). CSM’s that are subject to local approval shall be recorded within 6 months of last approval.
- 6). The final CSM shall include a note that the 3.2 acre parcel (lot 1) cannot be further divided.

7). A new driveway shall be installed on the A1 lot. It must meet the requirements of a driveway. The driveway will be created on Lima Center Rd. 150 feet from the north Lima Church lot line with a minimum of 40 foot culvert

D. Administrative Quarterly Report (Year End).

Mr. Wheeler presented the report to the Committee.

6. **FINANCE**

A. Committee Review of Payments

The Committee reviewed all payments

B. Transfers

There were no transfers

7. **COMMUNITY DEVELOPMENT**

A. Action Item: Loan ID: 79 (Lead Hazard Control Grant) =\$24,295

Kathy Kamp provided an overview of the project and discussion followed with Committee.

Motion to Approve made by Supervisor Gustina, **Seconded** by Supervisor Sweeney. Approved (5-0)

B. Action Item: Loan ID: 79 (0% Deferred CDBG Loan) = \$18,250

Kathy Kamp provided an overview of the project and discussion followed with Committee.

Motion to Approve made by Supervisor Heidenreich, **Seconded** by Supervisor Mawhinney. Approved (5-0).

C. Action Item: Citizen Grievance Resolution: Subordination Request Loan ID 09733811.

Ms. Martin gave an overview of the request and financials to the Committee.

After discussion, Supervisor Davis made a **Motion** to Deny based on the staff report and data, **Seconded** by Supervisor Mawhinney. Denied (5-0).

8. **COMMITTEE REPORTS**

None.

9. **DIRECTORS REPORT**

A. Draft Address Deed Restriction – Valley

Discussion and review of the Deed Restriction document took place with the Committee.

B. Address Neighborhood Review – Prinner

Mr. Byrnes and Mr. Wheeler presented information conducted in the Prinner's neighborhood regarding adherence to the Rock County Addressing Ordinance.

C. Discussion Item: 911 Address Review:

Mr. Byrnes and Mr. Wheeler presented the address review methodology with the Committee. Discussion followed.

10. **ADJOURNMENT**

Moved by Supervisor Heidenreich, **Seconded** by Supervisor Mawhinney. All in favor (5-0). Adjourned at 10:23 am.

Respectfully Submitted by Kurt Wheeler, Acting Secretary, Planning and Development Committee.

These minutes are not official until approved by committee.

Future Meetings/Work Sessions

January 26, 2017 (8:00 am)

February 9, 2017 (8:00 am)

February 23, 2017 (8:00 am)

March 9, 2017 (8:00 am)