



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY APRIL 26, 2018 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER
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 26, 2018 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Wes Davis, Wayne Gustina, Mary Mawhinney and Phil Owens. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning and Development Director), Andrew Baker (Zoning Administrator), Kurt Wheeler (Planner III), and Cheryl Martin (Planning Office Coordinator).

Others present: Ron Combs, Ryan Combs, Michelle Schultz, Ashley Kowalski, Brad Heuer.

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, Seconded by Supervisor Owens to approve the adoption of the agenda. Adopted (5-0)

3. **MEETING MINUTES – MARCH 22, 2018**

Motion made by Supervisor Owens to accept the amended minutes for March 22, 2018, Seconded by Supervisor Mawhinney. APPROVED (5-0)

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

NONE

5. **CODE ADMINISTRATION AND ENFORCEMENT**

A. **Action Item:** Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Division

- **2017 081 (Newark Township) – Knutson**
Moved by Supervisor Owens with Conditions, Seconded by Supervisor Gustina (5-0)
APPROVED.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. Note on Final CSM: "Lot 2 contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be

restrictive to the replacement of the existing system. Proposed lot lines shall include the POWTS area with the building that utilizes the system.

3. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
4. Any necessary rezone shall be approved by the Town of Newark.
5. Dedicate a 33 foot half road right of way along S. Merlet Rd. at the discretion of the Town.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.

- **2017 082 (Union Township) – Woodworth Farms**

Moved by Supervisor Mawhinney with Conditions, Seconded by Supervisor Gustina (5-0) APPROVED.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
3. A note on the Final CSM shall indicate no Access along Hwy. 14 and a minimum of 250 feet south of the Hwy. 14 centerline on Weary Rd.
4. The parent parcel is currently zoned A1 by the Town of Union. Based on the proposed size of Lot 1, a rezone to A3 is required and has been approved.
5. Dedicate 33 foot half road right of way along N. Weary Rd. at the discretion of the Town of Union.
6. As required by Town of Union, remaining parent parcel 6-20-223 shall be combined with parcel 6-20-222 to maintain minimum lot size requirements.
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.

- **2018 004 (Turtle Township) – Gessner/Eichmann**

Moved by Supervisor Gustina with conditions, Seconded by Supervisor Owens. (5-0) Approved.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. Note in Final CSM: "No buildings which produce wastewater allowed on Lot 1 or Lot 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
3. The drainage easement indicated on Lot 2 shall be a minimum of 30 feet wide.
4. The Town of Turtle shall approve any zoning changes deemed necessary by the Town.
5. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
6. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.

• **2018 009 (Harmony Township) – Schlinsog**

Moved by Supervisor Mawhinney with conditions, Seconded by Supervisor Owens. (5-0) Approved.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. The approval of the land division is recommended only if the Town of Harmony approves the requested rezone of the property from A1 (Exclusive Agricultural District for the Farmland Preservation Program).
3. Note on Final CSM: "Lots 1 and 2 contain existing buildings which utilize and existing private sewerage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system."
4. Proposed lot lines must include the system area with the building which utilizes the system.
5. The eastern portion of proposed Lot 2 contains kettle/depressional topography which may result in seasonal flooding. Therefore, the Final CSM shall include a restriction for no buildings or filling within the area of Lot 2 east of the eastern line of Lot 1.
6. Dedicate a 33 foot half road right of way along Rotamer Road and Tarrant Road at the discretion of the Town.
7. Final CSM shall be submitted to and approved by the Agency within 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 the last approval.

- **2018 012 (Milton Township) – Clark**

Moved by Supervisor Owens with conditions, Seconded by Supervisor Mawhinney. (5-0) Approved.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
3. Access to John Paul Road to be approved prior to final approval of CSM.
4. The parent parcel is currently zoned A1 by the Town of Milton. Based on the proposed size of Lot 1, a rezone to A2 has been requested.
5. Dedicate 33 foot half road right of way along N. John Paul Rd. at the discretion of the Town of Milton.
6. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
7. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.

- **2018 014 (Milton Township) – Kowalski**

Moved by Supervisor Gustina with conditions, Seconded by Supervisor Owens. Motion amended to add findings of fact that as a point of discussion Ordinance 4.116 (2) (e) was discussed as it pertained to flag lot driveways. Additional consideration to the topography of the lot and preservation of agricultural soils. Approved (4-1) with original motion carried also by (4-1) Approved.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
2. The approval of the land division is recommended only if the Town of Milton approves the rezone of the property from A1 to A2 as requested.
3. A driveway/access permit shall be obtained prior to final approval of the CSM in order to verify a safe access point on Bryant Rd.
4. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies."
5. The Planning & Development Committee shall decide whether creation of a flag lot in this case meets the special circumstances tests in the Ordinance.
6. Approximately half of proposed Lot 1 contains kettle/depressional topography and/or steep slopes which are unsuitable for buildings. Therefore, the Final CSM shall include a restriction for no buildings or filling in these areas as shown on a separate exhibit.

7. Dedicate a 33 foot half road right of way along N. Bryant Rd. at the discretion of the Town.
8. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
9. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of the last approval.

• **2018 017 (Porter Township) – Hipke Farms**

Moved by Supervisor Owens with conditions, Seconded by Supervisor Mawhinney. (5-0) Approved.

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system."
3. Proposed lot lines must include the POWTS area with the buildings which utilizes the system.
4. The parent parcel is currently zoned AE by the Town of Porter. Based on the proposed size of Lot 1, a rezone to AG has been requested. Therefore, a recommendation of approval to the Planning & Development Committee is contingent on Town approval of these changes.
5. Dedicate full road right of way along N. Tolles Rd. at the discretion of the Town of Porter.
6. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
7. CSM's subject to local approval shall be recorded with the Rock Co. Register of Deeds within 6 months of their last approval.

2. Finance

A. Information Item: Committee Review of Payments

No Bills

B. **Action Item:** Transfers

No Transfers.

3. Community Development

A. **Action Item:** Housing Rehabilitation Loan Request – Loan ID 006007D1 & 097075D1

Motion to postpone until next meeting, and to have Corporation Council present to advise made by Supervisor Mawhinney, Seconded by Supervisor Owens. (5-0) Postponed.

4. Committee Reports
None.

5. Directors Report

A. 55 Plus Home Repair Program Outreach Update.

Mr. Byrnes provided an update to the committee regarding the outreach of the 55 Plus program. Discussion followed regarding mailing lists such as AARP and AMAC. In addition, a discussion on media materials to be provided to Town Clerks and other governmental agencies such as ADRC was addressed.

B. Local Update of Census Addresses (LUCA) Program.

Ms. Borlick gave an overview of the program as it pertains to the Rock County preparation of Census data.

6. Adjournment

Moved by Supervisor Gustina, Seconded by Supervisor Davis. All in Favor (5-0). Time: 9:30 am.

Minutes respectfully submitted by Kurt Wheeler Acting Secretary. Minutes are not official until approved by committee.

Future Meetings/Work Sessions

May 10, 2018 (8:00 am)

May 24, 2018 (TBD)

June 14, 2018 (TBD)

July 12, 2018

July 26, 2018