



**MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, JULY 23, 2020 – 8:00 A.M.
Meeting was teleconferenced using Zoom**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, July 23, 2020. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina, Russ Podzilni, and Supervisor Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Retiring Planning Director), Kurt Wheeler; (Planner III), Andrew Baker (Interim Planning Director), Dana Sandwick; Rock County Planning Office Coordinator, and Michelle Schultz; Real Property Lister.

Others in Attendance: Jennifer Petruzzello; City of Janesville.

1. Call to Order
2. Adoption of Agenda
Moved by Supervisor Gustina, **Seconded** by Supervisor Davis. **Adopted (5-0)**
3. Approval of Minutes of the Planning & Development Meeting held Thursday, June 25, 2020 at 8:00 am.
Moved by Supervisor Davis, **Seconded** by Supervisor Potter. **Approved (5-0)**
4. Directors Report

Home Program/New Construction & Tax Foreclosed Lots: Rock Co. Cities and Villages excluding the Cities of Beloit/Janesville.

Jennifer Petruzzello from the City of Janesville gave an overview of how the City of Janesville acquires foreclosed homes and/or lots and then remodels or builds new homes for sale to LMI applicants as part of their Home Program. It has been suggested by Director Byrnes that this may be an option for the County as well.

Discussion and questions followed.

The Committee gave instructions to actively pursue this option going forward.
5. Citizen Participation, Communications and Announcements

6. Code Enforcement

A. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Divisions:

- 2020 016 (Milton Township) – Hanlon (1 Lot CSM)
Moved by Supervisor Gustina with Conditions, **Seconded** by Supervisor Potter.
Approved with Conditions (5-0)

Conditions:

- 1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2). This Land Division is being processed as a “Non-Buildable Lot”. Therefore, the Final CSM and Deed shall reflect the same.
- 3). Lot 1 shall be Rezoned to A2 at the discretion of the Town of Milton
- 4). Note on Final CSM “No Driveway access along CTH N”
- 5). Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.
- 6). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

- 2020 027 (Rock Township) – Hendricks (1 Lot CSM)
Moved by Supervisor Davis with Conditions, **Seconded** by Supervisor Potter.
Approved with Conditions (5-0).

Conditions:

- 1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).
- 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 preplacement of the system.
- 3). Proposed lot lines must include the POWTS area with the building which utilizes the system.
- 4). Dedicate a 33 foot half road right of way along S. Duggan Rd. at the discretion of the Town.

5). Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.

6). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

- 2020 029 (Milton Township) – Kelly (2 Lot CSM)
Moved by Supervisor Potter with Conditions, **Seconded** by Supervisor Gustina.
Approved with Conditions (5-0)

Conditions:

1). Existing easements shall be shown and proposed utility easements 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 preplacement of the system.

3). Area of Slopes Greater than 16% on each lot shall be delineated and labeled “ No Land Disturbance or Building”.

4).Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.

5). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

- 2020 031 (LaPrairie Township) – Bobolz (1 Lot CSM)
Moved by Supervisor Potter with Conditions, **Seconded** by Supervisor Gustina.
Approved with Conditions (5-0)

Conditions:

1). Existing easements shall be shown and proposed utility easements shall be placed on lots as requested by utility companies (where applicable).

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 preplacement of the system.

3). Proposed lot lines must include the POWTS area with the building which utilizes the system.

4).Dedicate a seventy foot road right of way along E. Maple Lane at the discretion of

the Town.

5). Land Division approval is conditioned on the approval of the rezone request, and any deed restrictions by the Town of LaPrairie.

6).Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.

7). Final CSM shall be recorded with the Register of Deeds within 6 months of final approval.

7. Finance

A. Information Item: Committee Review of Payments

Reviewed. One bill was found in our packet to belong to 911 Communications. Accounting was notified.

B. **Action Item:** Transfers

No Transfers.

8. A. **Information Item:** Semi-Annual Report – Attendance at Conventions / Conventions exceeding costs of \$1000 per event.

Mr. Byrnes and Ms. Schultz had no attendance from either Departments.

9. Committee Reports

Chair Sweeney communicated to all that there will be a Rock Koshkonong Lake District meeting August 15th at Race Track Park in Edgerton if anyone wanted to attend, it is free.

10. Adjournment: **Moved** by Supervisor Gustina, **Seconded** by Supervisor Potter, **All in Favor**, **Time: 8:43 am.**

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

August 13, 2020 (8:00 am)

August 27, 2020 (8:00 am)

September 10, 2020 (8:00 am)

September 24, 2020 (8:00 am)