



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, OCTOBER 14, 2010 - 8:00 A.M.  
COURTHOUSE CONFERENCE CENTER  
SECOND FLOOR – EAST WING  
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, October 14, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Marilyn Jensen, Phil Owens, Mary Mawhinney and Wayne Gustina. Absent: None

Planning & Development staff present: Paul Benjamin (Director), Colin Byrnes, (Sr. Planner, Code & Administration Enforcement), Andrew Baker (Planner II), Jennifer Borlick (GIS Mgr.), David Somppi (Community Development Mgr.), and Cheryl Martin (Accountant). Rock County Surveyor, Don Barnes and Real Property Director, Michelle Schultz were also in attendance.

Others present: Robert Daly, Wendy Schaefer, Donna Quinn, Ken Willing, (Bass Creek Dam Association), and Jeff Garde (R.H. Batterman & Co., Inc.).

2. **ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda; seconded by Supervisor Gustina. Chair Sweeney asked that Agenda Item 5 be taken up after Item Number 6. **ADOPTED as amended.**

3. **MEETING MINUTES – SEPTEMBER 23, 2010**

Supervisor Jensen moved the approval of the September 23, 2010 Committee minutes; seconded by Supervisor Mawhinney. **APPROVED.**

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

No citizens addressed the Committee.

5. **CODE ENFORCEMENT**

Mr. Byrnes presented the staff report.

**A. Public Hearing – Shoreland Conditional Use Permit 2010 016 (Janesville Township) – Robert Daly**

Supervisor Owens moved to go into Public Hearing at 8:03 a.m. with a second by Supervisor Mawhinney and the roll call was read. Present: Supervisors Gustina, Jensen, Mawhinney, Owens, and Sweeney. Absent: None

There was no Public Comment.

Supervisor Owens moved to close the Public Hearing at 8:05 a.m. with a second by Supervisor Jensen and the roll call was read. Present: Supervisors Gustina, Jensen, Mawhinney, Owens, and Sweeney. Absent: None

**E. Request to Reduce Fees for Shoreland Conditional Use Permit 2010-015 (James & Donna Quinn – James & Donna Quinn (Permit Denied at 9/23/10 Planning and Development Meeting)**

Mr. Byrnes reported that Staff's recommendation is the refunding of \$550 of the After-the-Fact Application Fee when the site is restored and compliance is obtained.

Supervisor Jensen moved to approve the refunding of \$550 of the After-the-Fact Application Fee when the site is restored and compliance is obtained; seconded by Supervisor Owens. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0)**.

**F. Preliminary Approval of Land Divisions**

Staff has reviewed the application and associated documentation and recommended Preliminary Approval of the following Land Divisions with conditions as indicated: Land Division 2010 040, 2010 041, 2010 042, 2010 043, and 2010 045.

➤ **Land Division 2010 040 (Turtle Township) – Jason Henschler**

LOCATION: 8400 Block S. Schroeder Rd.

Supervisor Owens moved the Conditional Approval of Land Division 2010 040; seconded by Supervisor Gustina. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0)**.

*Conditions To Be Met Before Final Approval:*

1. Existing structures shall meet setback regulations.
2. Following notation on final map: "Since Lot 2 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 lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
3. Following notation on final map or the deed: "This outlot is being attached to an existing lot and cannot be sold as a separate building site. Also no building, which produces wastewater allowed on this lot."
4. Show septic system and well locations for existing structures on final CSM.
5. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before October 14, 2011.
6. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.

3. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage systems no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
4. Show septic system and well locations for existing structures on final CSM.
5. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before October 14, 2011.
6. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
7. 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.

➤ **Land Division 2010 043 (Newark Township) – Phil Nass**

LOCATION: 8100 Block W. Hwy. 81

Supervisor Owens moved to table the Conditional Approval of Land Division 2010 043 until the Town of Newark takes action; seconded by Supervisor Gustina. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0).**

➤ **Land Division 2010 045 (Bradford Township) – Elijah Inman**

LOCATION: 2400 Block Trescher Rd.

Supervisor Jensen moved the Conditional Approval of Land Division 2010 045; seconded by Supervisor Mawhinney. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0).**

*Conditions To Be Met Before Final Approval:*

1. Existing structures shall meet setback regulations.
2. 33-foot 1/2 ROW to be dedicated along Trescher Rd.
3. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage systems no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
4. Show septic system and well locations for existing structures on final CSM.

the 2008 flooding as was approved in the Community Development block Grant – Emergency Assistance Program.

**E. Community Development Block Grant – Small Cities Housing Program (Rock County)**

Rock County has received the award letter for the Community Development Block Grant – Small Cities Program from the State of Wisconsin. The contract and resolution will be forwarded to the Planning & Development Committee upon receipt from the State.

On September 21-23, 2010, Staff attended the Implementation and Training Sessions for this program.

**F. Community Development Block Grant – Small Cities Housing Program (City of Edgerton)**

The Agency is working with the City of Edgerton on a contract to administer the Community Development Block Grant for the City of Edgerton.

**G. Housing Procedures Manual Completion Schedule**

Revision of the Housing Procedure Manual is scheduled to be completed at the November meeting.

**9. DIRECTOR'S REPORT – PLANNING**

Director Paul Benjamin reported on the following:

- The department continues to meet with local municipalities to discuss Farmland Preservation Planning.
- The Housing & Community Development Division continues to work on creating organizational efficiencies and to insure that data verifications are being conducted on all loan applications. A Dept. of Commerce representative recently met with Housing Staff to discuss program management.
- Planning Staff continue to work towards the completion of the written document for the implementation of the PACE Program.

**10. COMMITTEE REPORTS**

There were no Committee Reports.

**11. ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:50 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, October 28, 2010 at 8:00 a.m.**

Prepared by: Cheryl Martin - Acting Secretary