



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, SEPTEMBER 23, 2010 - 8:00 A.M.
ROOM N-1 FIFTH FLOOR - NORTH 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, September 23, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Marilynn Jensen, Phil Owens, Mary Mawhinney and Wayne Gustina. Absent: None

Planning & Development staff present: Paul Benjamin (Director), Steve Schraufnagel (Planner III), and Colin Byrnes, (Sr. Planner, Code & Administration Enforcement).

Others present: Kevin Hunt, Kristofer Bauch, Bob Colclasure, Jim & Donna Quinn, Evan Sayre, Adam Griffin (Combs & Associates, Inc.), Diane & Roger Amundson, Ken & Wendy Schaefer and Bill Perkins.

2. **ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda as presented; seconded by Supervisor Mawhinney. **ADOPTED as presented.**

3. **MEETING MINUTES – SEPTEMBER 9, 2010**

Supervisor Owens moved the approval of the September 9, 2010 Committee minutes; seconded by Supervisor Mawhinney. **ADOPTED AS PRESENTED.**

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

There was no citizen participation, communication, or announcements.

5. **CODE ENFORCEMENT**

Mr. Byrnes presented the staff report.

A. Public Hearing – Shoreland Conditional Use Permit 2010 013 (Rock Township) – James & Donna Quinn

Supervisor Owens moved to go into Public Hearing at 8:04 a.m. with a second by Supervisor Mawhinney and the roll call was read. Present: Supervisors Owens, Mawhinney and Sweeney. Absent: Gustina and Jensen.

Supervisor Jensen arrived at 8:05 a.m.
Supervisor Gustina arrived at 8:06 a.m.

Adam Griffin (Surveyor, Combs & Associates, Inc.) stated that the applicants retained his services to conduct a Hydrologic Analysis. He indicated the data did not show that there was an increase to the regional flood height due to floodplain storage area lost, which equals or exceeds 0.01 foot.

The Quinn's handed out pictures depicting construction of the garage and backyard fill.

Chair Sweeney read into the record a written statement of support from the applicant's neighbor who resides at 3507 South River Road, Janesville, WI 53546.

Supervisor Owens moved to close the Public Hearing at 8:10 a.m. with a second by Supervisor Mawhinney and the roll call was read. Present: Supervisors Gustina, Jensen, Mawhinney, Owens, and Sweeney. Absent: None

B. Approval of Shoreland Conditional Use Permit 2010 013 – James & Donna Quinn

Mr. Byrnes presented the proposed request for a Shoreland Conditional Use Permit to bring in fill to level the rear yard of a residential lot located at 3501 South River Road, Rock Township.

Supervisor Jensen moved to deny Shoreland Conditional Use Permit 2010 013; second by Supervisor Sweeney. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0)**.

C. Public Hearing – Shoreland Conditional Use Permit 2010 015 – Town of Fulton

Supervisor Mawhinney moved to go into Public Hearing at 8:39 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Jensen, Mawhinney, Owens and Sweeney. Absent: None

Kevin Hunt, (10990 N. Hillside Drive, Edgerton) addressed the committee with concerns of where the project will take place.

Supervisor Owens moved to close the Public Hearing at 8:44 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Jensen, Mawhinney, Owens, and Sweeney. Absent: None

D. Approval of Shoreland Conditional Use Permit 2010 015 – Town of Fulton

Evan Sayre (Chair, Town of Fulton) presented the proposed request for the Town of Fulton. The Town is proposing to reconstruct a public stormwater management facility (storm sewer) damaged by the Flood of June/July 2008 (FEMA Disaster 1768A). The project is located at the intersection of N. Hillside Road and East Mallwood Drive. A Shoreland Conditional Use Permit is required due to the land disturbance and the necessity of public notice and input on this project.

The project was approved for CDBG-EAP flood recovery as part of a grant submitted by the Planning & Development Agency.

Staff has reviewed the application and recommended approval of the Shoreland Conditional Use Permit 2010 015 subject to the following conditions.

Supervisor Jensen moved the Conditional Approval of Shoreland Conditional Use Permit 2010 015; second by Supervisor Gustina. All in favor – **APPROVED (Yes – 5, No – 0, Absent – 0)**.

1. Any project modifications or additions shall be submitted to Staff for review and approval.
2. Install and maintain temporary erosion control measures until seeded permanent vegetative cover is established. Ground disturbance shall be kept to a minimum.
3. Obtain Rock County Erosion Control Permit from Rock County Land Conservation Department (Fee waived Municipal project).

4. Obtain all permits or approvals for your project from the US Army Corps of Engineers, Department of Natural Resources, or other local government agencies before starting the project.
5. This permit expires one year from the date of Committee approval, however, all earthwork and grading must be completed and the disturbed areas must be seeded or otherwise stabilized prior to October 31, 2010.

E. Preliminary Approval of Land Divisions

Staff has reviewed the application and associated documentation and recommended Preliminary Approval of the following Land Division with conditions as indicated: Land Division 2010 039.

- **Land Division 2010 039 (Town of Bradford) – Norman & Juanita Hofstrom**
LOCATION: 6000 Block of South Milner Road

Supervisor Owens moved the Conditional Approval of Land Division 2010 039; seconded by Supervisor Mawhinney. APPROVED (Yes – 5, No – 0, Absent – 0).

Conditions To Be Met Before Final Approval:

1. 33-foot 1/2 ROW to be dedicated along S. Milner Rd.
2. 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 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. Show septic system and well locations for existing structures on final CSM.
4. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before September 23, 2011.
5. 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 any 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 it reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
6. 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.

6. FINANCE

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

Supervisor Jensen moved the approval of payment of the department bills; second by Supervisor Owens. **All in favor - APPROVED (Yes - 5, No – 0, Absent – 0)**

7. **DIRECTOR'S REPORT**

Director Paul Benjamin reported on the department's ongoing activities:

- The 2011 department budget request has been submitted.
- The PACE Ad Hoc Committee met on Sept. 22, 2010 and discussed a City of Janesville resolution.
- The Farmland Preservation Planning process will be presented to a meeting of the Rock County Towns' Association on November 18, 2010 at the Town of Newark Town Hall.
- The Housing & Community Development Division reported that the City of Janesville has made progress on its Lead Hazard Control Grant and submitted its first request for expense reimbursement.
- Corporation Counsel provided notice that it had received a copy of a foreclosure action on a Housing & Community Development loan made in July of this year. Director Benjamin will review the loan with staff and report back to Administration and Corporation Counsel.

8. **COMMITTEE REPORTS**

There were no Committee Reports.

9. **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 14, 2010 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary