



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, OCTOBER 25, 2012 – 8:00 A.M.  
COURTHOUSE CONFERENCE CENTER - (2<sup>nd</sup> FL – EAST WING)  
ROCK COUNTY COURT HOUSE  
JANESVILLE, WI  
AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of Meeting held Thursday, October 11, 2012
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
  - A. **Action Item:** Public Hearing Shoreland Conditional Use Permit 2012 003 – Gary Fossum (landowner) and Burtness Chevrolet (developer) to construct a car dealership partially within the Floodplain of Swan Creek (Spring Valley Township)
  - B. **Action Item:** Approval Shoreland Conditional Use Permit 2012 003 – Gary Fossum and Burtness Chevrolet
  - C. Information Item: Quarterly Report
6. Finance
  - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
7. Budget Review
  - A. Surveyor
  - B. Real Property Description
  - C. Planning, Economic & Community Development
8. Planning Director's Report
  - Farmland Preservation Planning Open House
  - County Engineer
  - Village of Orfordville – CDBG Grant
  - Contracting for Housing Inspections

9. Committee Reports

- A. **EXECUTIVE SESSION:** Per Section 19.85(1)(g), Wis. Stats., to Confer with  
Legal Counsel Regarding Pending Litigation

10. Adjournment

**Future Meetings/Work Sessions**

November 8, 2012 (8:00 AM)  
December 13, 2012 (8:00 AM)  
January 10, 2013 (8:00 AM)  
January 24, 2013 (8:00 AM)  
February 14, 2013 (8:00 AM)  
February 28 2013, 2013 (8:00 AM)



October 3, 2012

### LEGAL NOTICE

Notice is hereby given that the Rock County Planning & Development Committee will hear a request by Gary Fossum (land owner) and Burtness Chevrolet (developer) for a Conditional Use Permit for a Shoreland project to construct a car dealership facility partially within the Floodplain of Swan Creek. This request is being made in compliance with Section 16.34(3)(A) of the County Shoreland Zoning Ordinance.

The property is located in the SE1/4 of the SE1/4 of Section 14, Spring Valley. More commonly known as northwest corner of the intersection of W. HWY. 11 and Genesis Dr.

The Public Hearing will take place in the Courthouse Conference Center, second floor, east wing of the Rock County Courthouse, 51 S. Main Street, Janesville, WI at 8:00 AM on Thursday, October 25, 2012.

Please contact the Rock County Planning & Development Agency with any questions at 608-757-5587.

Paul Benjamin  
Director of Planning, Economic & Community Development

LG2012008 Fossum/Burtness Chevy



**ROCK COUNTY GOVERNMENT**  
*Planning & Development Agency*

**MEMORANDUM**

**TO:** Rock County Planning and Development Committee

**THROUGH:** Paul Benjamin, Director, Planning & Development Agency

**FROM:** Planning & Development Agency Staff

**SUBJECT:** Shoreland Conditional Use Permit #2012 003 – Gary Fossum/Burtness Chevrolet, SE1/4 SE1/4  
Section 14, Spring Valley Township

**DATE:** October 17, 2012

**Summary:**

The Rock County Shoreland Zoning Ordinance (Chapter 16 of the Rock County Code of Ordinances) has jurisdiction within 1,000 ft of the ordinary high-water mark of lakes, ponds and flowages and within 300 ft of the ordinary high-water mark of navigable rivers or streams or to the landward side of the floodplain, whichever is greater. In addition to provisions for Shoreland Permits (which are issued by staff), the Ordinance also has provisions for Shoreland Conditional Use Permits. These types of permits require a public hearing and review and action (either deny, approve or approve with conditions) by the P&D Committee.

Rock County P&D Staff has received the request of Gary Fossum (landowner) and Burtness Chevrolet (developer) for a Conditional Use Permit to grade over 1,000 square feet and/or place more than 40 cubic yards of fill in the Shoreland and Floodplain Zoning District of Swan Creek in Spring Valley Township. The purpose of this project is constructing a car dealership.

The project site will be annexed by the Village of Orfordville (approximately 15 acres). It is within County jurisdiction because the Village does not have Shoreland or Floodplain Ordinances. Until such time as the Village adopts DNR approved ordinances Rock County will part of the permitting process.

**Recommendation(s) or Action(s):**

Staff has reviewed the application and recommends approval of Shoreland Conditional Use Permit 2012 003.

If the P&D Committee approves the permit the following conditions should be included:

1. Complete the project according to approved plans or field modifications approved by staff based on on-site conditions.
2. Obtain all other necessary permits from Federal, State, and Local Agencies for the project.
3. Obtain a Letter of Map Revision based on Fill from FEMA.
4. This permit expires one year from the date of Committee approval.

ROCK COUNTY PLANNING, ECONOMIC, & COMMUNITY  
DEVELOPMENT AGENCY  
51 SOUTH MAIN STREET  
JANESVILLE, WI 53545  
TEL: (608) 757-5587  
FAX: (608) 757-5586  
WEB: WWW.CO.ROCK.WI.US



AGENCY USE ONLY	
Application No.	_____
Date Received	_____
Received by	_____

## SHORELAND CONDITIONAL USE PERMIT APPLICATION

### APPLICANT INFORMATION

OWNER INFORMATION					
(1) Name	MBNAB LLC - Brian Bowditch			Telephone	608-879-2973
Address	303 E. Beloit	City	Orfordville	State	WI Zip 53576

### PROPERTY INFORMATION

<b>LOCATION</b> Intersection of Highway 11 and Genesis Drive (West side of Genesis), Village of Orfordville, WI					
Subdivision Name		Lot & Block			
Lot Size	15.00 Acres	Present Use	Agriculture		
Present Improvements on Land		Agriculture			
Proposed Use or Activity		Vehicle Dealership			

### PROJECT INFORMATION

*Submit site plan (scale not less than 1" = 200') indicating: area to be filled, graded or dredged, existing and proposed structures, and erosion control measures*

Amount of fill in cubic yards	Existing 100-year Floodplain volume is maintained (13,612 CY Existing / 13,811 CY Volume Proposed)
Amount of disturbed area (square feet)	450,846 SF (10.35 Acres)
Planned Completion Date	October 2013

Any change in the approved permit requires review by this agency.  
Any change without prior approval violates the ordinance and will subject applicant to legal action  
(I/We) hereby request a Conditional Use Permit as authorized in Section 16.23 of the Rock County Zoning Ordinance for: Shoreland and County Property.

### SIGNATURE

Property Owner \_\_\_\_\_ OR Agent/Surveyor \_\_\_\_\_

*Joseph J. Stadelman*  
VP Angus-Young Associates

Approved by the Rock County Planning & Development Committee on \_\_\_\_\_

Committee Designee \_\_\_\_\_ Date \_\_\_\_\_

September 21, 2012

Colin Byrnes AICP  
Senior Planner Code Enforcement & Administration  
Rock County Planning & Development Agency  
51 S Main St  
Janesville WI 53545

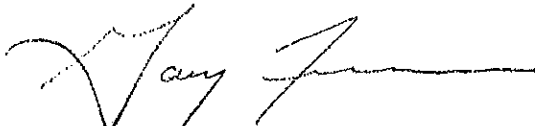
RE: Burtness Chevrolet Shoreland Conditional Use Permit

Dear Mr. Byrnes,

This letter is to acknowledge that Brian Bowditch of MBNAB LLC has submitted a Shoreland Conditional Use Permit Application to Rock County for review and approval, and that this is acceptable to me. I am the current landowner of the 15 acre parcel that is currently being planned for Burtness Chevrolet and will be annexed to the Village in the near future.

Please contact me, or Angus Young Associates with any questions or concerns.

Sincerely,



Gary Fossum  
3053 Oak Leaf Circle  
Madison, WI 53711



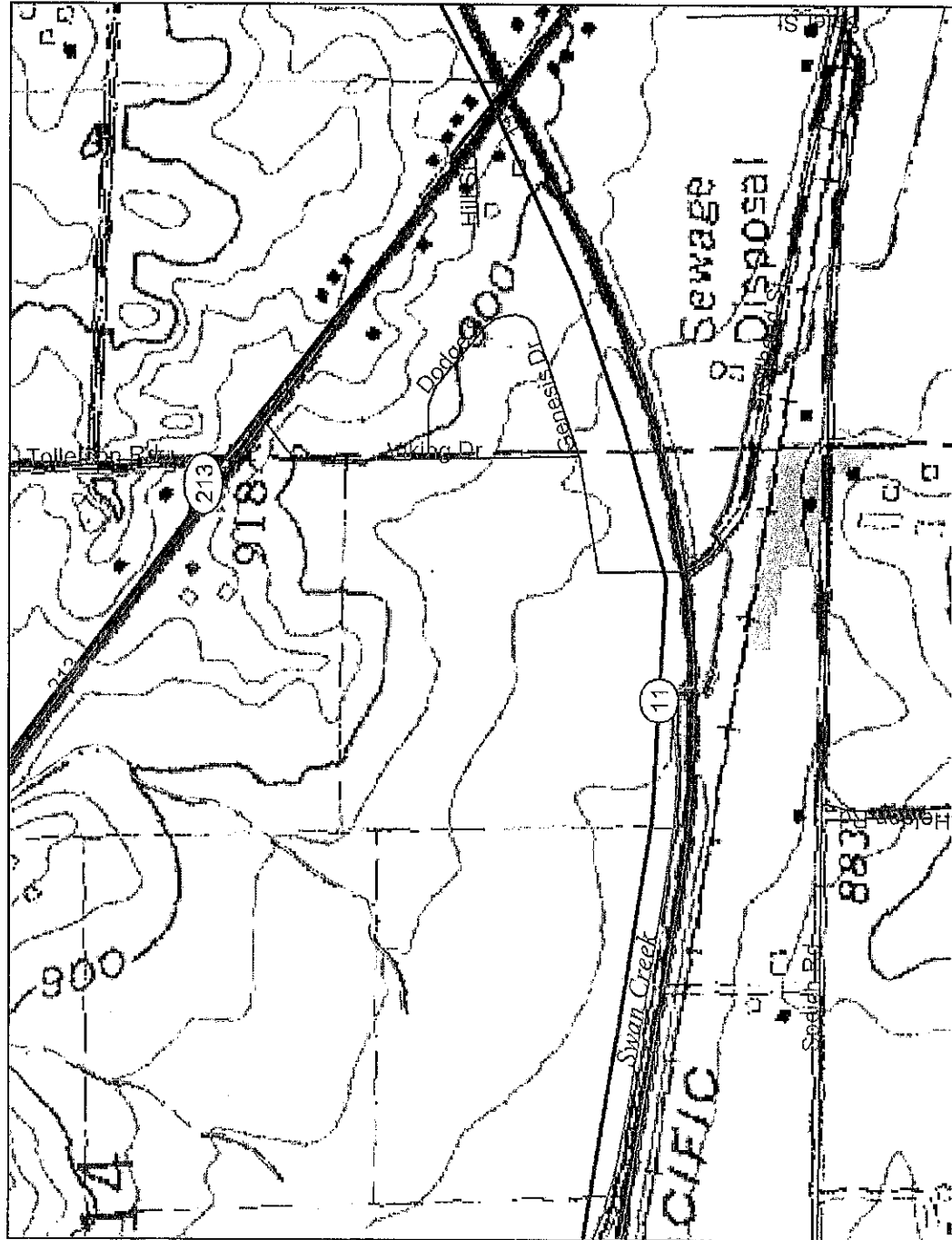
First  
Business

FIRST BUSINESS TRUST & INVESTMENTS

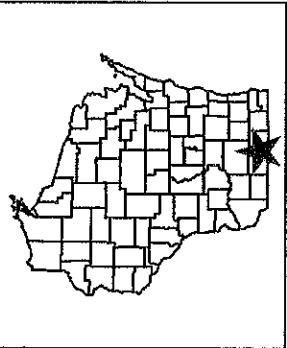
Gary O. Fossum  
*Vice President/Retirement Plan Administration*  
608-218-8000 • Fax 608-232-5994  
Email: [gfossum@firstbusiness.com](mailto:gfossum@firstbusiness.com)  
[www.firstbusiness.com](http://www.firstbusiness.com)



# Topo Map



This map is a user generated static output from an Internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



## Legend

- Major Highways**
  - Interstate
  - State Highway
  - U.S. Highways
  - County Roads
  - Local Roads
  - PRF Other River Public Rights Features
- PRF Sensitive Rivers**
- PRF Other Public Rights Features**
- PRF Sensitive Areas of Lakes**
- ASNRI Wild Rice Streams**
- ASNRI Outstanding and Exceptional Streams**
- ERW**
- ORW**
- ASNRI Wild and Scenic Rivers**
- ASNRI Trout Streams**
- Class I Trout**
- Class II Trout**
- Class III Trout**
- ASNRI Wild Rice Areas**
- ASNRI Outstanding and Exceptional Lakes**
- ERW**
- ORW**
- ORW**
- ASNRI Quality Wetland Streams**
- ASNRI Quality Wetland Areas**



Scale: 1:7,302



# ADMINISTRATIVE QUARTERLY REPORT

	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Totals			Year
	# of Appl.	Denials	Approvals	# of Appl.	Denials	Approvals	# of Appl.	Denials	Approvals	# of Appl.	Denials	Approvals	# of Appl.	Denials	Approvals	
<b>2008</b>																
Brd. of Adjustment	2	-	2	1	1	2	2	2	-	2	-	2	7	3	4	4
Land Divisions	17	-	16	16	13	18	13	9	13	13	13	64	-	-	48	48
Bldg. Permits	14	-	14	25	25	16	16	16	10	10	10	65	-	-	65	65
Farmland Pres.	19	-	19	7	7	15	15	15	9	9	9	50	-	-	50	50
Access Control	-	-	-	2	2	-	-	-	-	-	-	2	-	-	2	2
<b>2009</b>																
Brd. of Adjustment	1	-	1	2	-	2	4	4	-	2	1	1	9	-	8	8
Land Divisions	16	-	12	21	18	15	15	15	13	20	20	66	-	-	65	65
Bldg. Permits	3	-	3	16	16	12	12	12	9	9	9	40	-	-	40	40
Farmland Pres.	18	-	18	6	6	6	6	6	19	19	19	49	-	-	49	49
Access Control	-	-	-	-	-	1	1	1	-	-	-	1	-	-	1	1
<b>2010</b>																
Brd. of Adjustment	2	1	1	-	-	2	2	2	2	1	-	1	5	3	2	2
Land Divisions	11	-	8	15	10	21	21	16	20	24	24	67	-	-	58	58
Bldg. Permits	4	-	4	21	21	6	6	6	9	9	9	40	-	-	40	40
Access Control	-	-	-	-	-	-	-	-	1	1	1	1	-	-	1	1
<b>2011</b>																
Brd. of Adjustment	-	-	-	2	-	2	1	1	1	1	1	4	1	1	3	3
Land Divisions	9	-	12	17	9	17	17	14	18	14	14	61	-	-	53	53
Bldg. Permits	6	-	6	4	4	10	10	10	5	5	5	25	-	-	25	25
Access Control	-	-	-	-	-	-	1	1	-	-	-	1	-	-	1	1
<b>2012</b>																
Brd. of Adjustment	-	-	-	2	-	2	-	-	-	-	-	2	-	-	2	2
Land Divisions	11	-	14	19	14	6	6	12	6	12	12	36	-	-	40	40
Bldg. Permits	3	-	3	8	8	4	4	4	4	4	4	15	-	-	15	15
Access Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464200000-63101	POSTAGE	150.00 22.3%	54.36	-20.90	116.54		
	P1200190-PO# 10/11/12 -VN#012615			FEDERAL EXPRESS CORP		20.91	
			CLOSING BALANCE		95.63		20.91
	ECONOMIC DEVELOP		PROG-TOTAL-PO			20.91	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$20.91 INCURRED BY ECONOMIC DEVELOPMENT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

OCT 25 2012

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN.EXPENSE	49,895.00 62.1%	31,743.56	-737.65	18,889.09		
	PI200190-PO# 10/11/12 -VN#012615			FEDERAL EXPRESS CORP		123.54	
			CLOSING BALANCE		18,765.55		123.54
	HG CLRING A/C		PROG-TOTAL-PO			123.54	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$123.54 INCURRED BY HOUSING GRANT CLEARING ACCOUNT, CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.  
 PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_

DEPT-HEAD

**OCT 25 2012**

DATE \_\_\_\_\_ CHAIR

Department County Surveyor Budget Analysis by Program

Programs	Monumentation	Survey Operation	Mapping	Survey Records				Budget Summary
Positions	0.70	0.40	0.40	0.50	0.00	0.00	0.00	2.00
Salaries	\$30,710	\$20,434	\$23,852	\$22,462	\$0	\$0	\$0	\$97,458
Fringe Benefits	\$14,024	\$9,400	\$22,170	\$10,750	\$0	\$0	\$0	\$56,354
Operating Expenses	\$2,070	\$2,579	\$405	\$586	\$0	\$0	\$0	\$5,640
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Allocation of Services	\$0	\$0	(\$33,892)	(\$5,154)	\$0	\$0	\$0	(\$39,046)
Subtotal	\$46,804	\$32,413	\$13,413	\$28,776	\$0	\$0	\$0	\$120,406
Indirect Cost Alloc.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$46,804	\$32,413	\$13,413	\$28,776	\$0	\$0	\$0	120406
Revenue	\$0	\$0	\$60	\$140	\$0	\$0	\$0	\$200
Fund Bal. Applied	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
County Share	\$46,804	\$32,413	\$13,353	\$28,636	\$0	\$0	\$0	\$120,206

**Budget Analysis by Program**

**Department Real Property Description**

Programs	Real Property Description	Mapping								Budget Summary
Positions	3.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00
Salaries	\$131,692	\$47,640	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$179,332
Fringe Benefits	\$65,675	\$23,329	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,004
Operating Expenses	\$2,930	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,930
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Allocation of Services	(\$39,708)	(\$49,679)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$89,387)
Subtotal	\$160,589	\$21,290	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$181,879
Indirect Cost Alloc.										\$0
Total	\$160,589	\$21,290	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$181,879
Revenue	\$220	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$220
Fund Bal. Applied										\$0
County Share	\$160,369	\$21,290	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$181,659

Department Planning and Development

**Budget Analysis by Program**

Programs	Base Budget	Economic Development	Economic Development WDF- Revolving	Address Signs	Community Development	Budget Summary
Positions	7.00	1.00	0.00	0.00	1.00	9.00
Salaries	\$435,165	\$ 79,741		\$0	\$ 62,744	\$577,650
Fringe Benefits	\$ 213,914	\$ 37,259		\$0	\$ 16,396	\$267,569
Operating Expenses	\$ 16,773	\$ 7,228	\$ 157,500	\$4,800	\$ 408,126	\$594,427
Capital Outlay	\$ 3,200		\$0	\$0		\$3,200
Allocation of Services	\$ (44,934)	\$ -		\$0	\$ (111,109)	(\$156,043)
Subtotal	\$624,117	\$124,228	\$157,500	\$4,800	\$376,157	\$1,286,803
Indirect Cost Alloc.	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$624,117	\$124,228	\$157,500	\$4,800	\$376,157	\$1,286,803
Revenue	\$ 66,125	\$0	\$32,177	\$4,800	\$ 368,446	\$471,548
Fund Bal. Applied	\$0	\$0	\$125,323	\$0	\$0	\$125,323
County Share	\$557,992	\$124,228	\$0	\$0	\$7,711	\$689,932