



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, APRIL 22, 2010 – 8:30 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR – EAST WING
ROCK COUNTY COURT HOUSE
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of meetings held Thursday, April 8, 2010
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** LD 2010 010 (Janesville Township) – Paul & Tammy Dettman
 - B. **Action Item:** LD 2010 011(Union Township) – Dustin Hawkins
 - C. **Action Item:** LD 2010 013 (Porter Township) – Howard Young
 - D. Information Item: 1st Quarter Administrative Report
6. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Pre-Approved Encumbrance/Amendments/Transfers
6. Housing & Community Development
 - A. **Action Item:** CDBG Lead Hazard Control Grant and CDBG Housing Rehab Loan Project (ID 07033 and 020610) = \$14,843
 - B. **Action Item:** CDBG Housing Rehabilitation Loan (ID 20594) = \$11,300
 - C. **Action Item:** CDBG Down Payment Assistance Loan (ID 020628) = \$5,447
 - D. **Action Item:** Resolution Authorizing Submission of the 2010 Community Development Block Grant – Small Cities Application
 - E. Information Item: Timeline for Analysis and Review of the Housing Policy Manual for Rock County
 - F. Information Item: Current Status – All Rock County Community Development Programs (as of 04/01/2010)
 - G. Potential Conflict of Interest – Yes, None
7. Adjournment

Future Meetings/Work Sessions

May 13, 2010 (8:30 AM)
May 27, 2010 (8:30 AM)
June 10, 2010 (8:30 AM)
June 24, 2010 (8:30 AM)

Non-Committee Future Meetings

April 19, 2010 – (6:00 PM) Land Division Regulations Update
Public Meeting – 2nd Floor, Rock County Courthouse Jury
Assembly Room

May 18, 2010 – (6:30 PM) PACE Ad Hoc Committee Meeting – 2nd
Floor, Rock County Courthouse Conference Center

June 3-4, 2010 – Wisconsin Land Information Assoc. (WLIA)
Spring Regional Mtg., WI Dells, WI (Jennifer Borlick)



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Preliminary Approval of Land Divisions

DATE: April 14, 2010

Summary:

The following Land Divisions are seeking Preliminary Approval from the P&D Committee:

- LD 2010 010 (Janesville Township) – Paul & Tammy Dettman
- LD 2010 011 (Union Township) – Dustin Hawkins
- LD 2010 013 (Porter Township) – Howard Young

Recommendation or Action:

Agency Staff recommends Preliminary Approval of Land Divisions 2010 010, 2010 011 and 2010 013 with conditions as indicated.

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Paul Dettman & Tammy Dettman 704 E. Janesville-Fulton Townline Rd. Milton, WI 53563	LAND DIVISION NO:	LD#2010 010
		DATE SUBMITTED:	March 23, 2010
LOCATION:	NW NE NE ¼ NE ¼ Sec. 1	E.T. JURISDICTION:	City of Janesville
		SURVEYOR:	Combs & Associates, Inc.
ORIGINAL AREA:	96 Acres +/-	TOWNSHIP:	Janesville
FINAL AREA:	4.6 Acres +/-	NUMBER OF LOTS:	1
PRESENT ZONING:	A-3	PROPOSED FUTURE ZONING:	A-3

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: To sell house and lot.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 704 E. Janesville – Fulton Townline Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 40-foot 1/2 ROW to be dedicated along E. Janesville – Fulton Townline Rd.
3. 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.
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 April 22, 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.

Signed Colin M. Byrne DATE: 3/31/10
Dept. of Planning, Economic & Community Development

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON APRIL 22, 2010 AT 8:30 A.M.** AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Dustin Hawkins 13775 Chestnut Drive Eden Prairie, MN 55344	LAND DIVISION NO:	LD#2010 011
		DATE SUBMITTED:	March 30, 2010
LOCATION:	SW ¼ SW ¼ Sec 18	E.T. JURISDICTION:	N/A
		SURVEYOR:	Combs & Associates, Inc.
ORIGINAL AREA:	46 acres+/-	TOWNSHIP:	Union
FINAL AREA:	3 acres on Lot	NUMBER OF LOTS:	1
PRESENT ZONING:	A-1	PROPOSED FUTURE ZONING:	A-3

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Splitting the residence off

NOTE: Rezoning to A-3 is not Consistent with the Rock County Agricultural Preservation Plan. But the Town of Union Plan Commission has recommended to the Town Board that a Deed Restriction be placed upon the parent parcel stating that no residence may be built.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 18400 Block of W. Emery Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 35-foot 1/2 ROW to be dedicated along W. Emery Rd.
3. 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.
4. Show septic system and well locations for existing structures on final CSM.
5. Utility easement(s) put on lot as requested by utility companies.

7. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before April 22, 2011.
8. 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.
9. 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.

Signed Colin M. Brynk
Dept. of Planning, Economic & Community Development

DATE: 4/7/10

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE ON APRIL 22, 2010 AT 8:30 A.M. AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Howard Young 10143 N County Road H Edgerton, WI 53534	LAND DIVISION NO:	LD#2010 013
		DATE SUBMITTED:	
LOCATION:	Porter T4 R11 SW ¼ NE ¼ Sec 10	E.T. JURISDICTION:	No
		SURVEYOR:	Glen Northrup
ORIGINAL AREA:	187 acres	TOWNSHIP:	Porter
FINAL AREA:	1.5 acres	NUMBER OF LOTS:	
PRESENT ZONING:	A-1	PROPOSED FUTURE ZONING:	A-1 w/Conditional Use Permit

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Bank loan requirement for mortgage purposes to separate building lot from farm.

NOTE: Consistent with the Rock County Agricultural Preservation Plan

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 8800 Block W HWY 59

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Acceptable soil and site evaluation report received on lot.
2. Utility easement(s) put on lot as requested by utility companies.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before April 22, 2011.
4. 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.

- 5. 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.

Signed Colin M. Byrnes
Dept. of Planning, Economic & Community Development

DATE: 4/14/10

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON APRIL 22, 2010 AT 8:30 A.M.** AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN EXPENSE	12,869.00	14.1% 1,825.17	0.01	11,043.82		
	P1000349-PO# 04/13/10 -VN#012615			FEDERAL EXPRESS CORP		116.27	
				CLOSING BALANCE	10,927.55		116.27
	HG CLRING A/C			PROG-TOTAL-PO		116.27	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$116.27 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.

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

APR 22 2010

DATE _____

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464180000-63110	ADMIN EXPENSE	492,750.00 37 5%	43,929.94	141,088.72	307,731.34		
	P1001775-PO# 04/13/10 -VN#045869			GREATER BELOIT ECONOMIC DEVELO		3,000.00	
			CLOSING BALANCE		304,731.34		3,000.00
	2008-11 EDA ECON		PROG-TOTAL-PO			3,000.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,000.00 INCURRED BY 2008-11 EDA ECON ASSIST GRANT. 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

APR 22 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464670000-67171	C.A. -\$1000/MORE P1001204-PO# 04/13/10 -VN#048919	20,065.00	0.0%	0.00	0.00	20,065.00	
							THERMO NITON ANALYZERS LLC 20,065.00
							CLOSING BALANCE 0.00 20,065.00
							2009-12 HH/LHC PROG-TOTAL-PO 20,065.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$20,065.00 INCURRED BY 2009-12 HEALTHY HOMES/LEAD HAZ. 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

APR 22 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-44164	FEES FR ABSTRACT	100,000.00 29.8%	27,090.22	2,785.94	70,123.84	-1,418.76	
	P1001375-PO# 04/13/10 -VN#043416		FIDLAR COMPANIES				
			CLOSING BALANCE		71,542.60		-1,418.76
1017210000-62119	OTHER SERVICES	103,540.00 20.4%	21,133.99	0.00	82,406.01	1,643.70	
	P1001375-PO# 04/13/10 -VN#043416		FIDLAR COMPANIES				
			CLOSING BALANCE		80,762.31		1,643.70
1017210000-63407	COMPUTER SUPPL	8,610.00 17.6%	1,523.89	0.00	7,086.11	65.69	
	P1001394-PO# 04/13/10 -VN#048467		STAPLES ADVANTAGE				
			CLOSING BALANCE		7,020.42		65.69
	LAND RECORDS		PROG-TOTAL-PO			290.63	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$290.63 INCURRED BY LAND RECORDS. 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

APR 22 2010 DATE _____ CHAIR



ROCK COUNTY GOVERNMENT

Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning & Development Committee
THROUGH: Paul Benjamin, Director, Planning & Development Agency
FROM: David Somppi, Community Development Manager
SUBJECT: Recommendations – Actions for P&D Agenda
DATE: April 14, 2010

ACTION ITEM:

1. **Action Item** – CDBG Lead Hazard Control Grant and CDBG Housing Rehab Loan Project (ID 07033 and 020610) = \$14,843 - Staff Recommends Approval
2. **Action Item** – CDBG Housing Rehabilitation Loan - #20594 – Staff Recommends Approval
3. **Action Item** – CDBG Down Payment Assistance - #20628 – Staff Recommends Approval
4. **Action Item** – Resolution Authorizing Submission of the 2010 Community Development Block Grant – Small Cities Application

INFORMATION ITEMS:

5. **Timeline for Housing Policy Manual Update**
6. **Current Status** – All Rock County Community Development Programs – As of 04 / 01 / 2010

Cc:

**ROCK COUNTY PLANNING & DEVELOPMENT AGENCY
REQUEST FOR COMMITTEE ACTION ON A
HUD LEAD HAZARD CONTROL AND CDBG HOUSING REHAB PROJECT**

Meeting Date: April 22, 2010 Applicants ID numbers: 07033 and 20610
 Household Size: 4
 Number of Children: 2 No. of Children under 6: 0
 Location of House: City of Edgerton Income: \$49,470 - Moderate Income

SOURCE OF FUNDING: HUD Lead Hazard Control Grant & CDBG Revolving Funds

TYPE OF PROJECT (check one):
 HUD Lead Grant & 0% Deferred Payment Loan
 Owner-Occupied Renter-Occupied
 CDBG RLF Loan: 0% Deferred or 3% Installment

ASSESSED VALUE:
 Land \$ 18,300
 Buildings \$ 100,700
 Total \$ 119,000

VERIFICATIONS MADE:
 Income Title and Taxes
 Insurance Property Ownership
 House Tested, Has elevated levels of lead
 Is there 5% owner equity in the property? Yes No

Appraised Value: \$141,000
 When Done: At purchase

MORTGAGES OR LIENS:
 First \$ 134,185
 Second \$ 0
 Total \$ 134,185

***** PROPOSED WORK ***** BIDS RECEIVED *****

Lead Hazard Control (Proposals judged for total cost of lead work plus handrails)

WINDOW REPLACEMENT: A. Artistic - \$5,720 B. Roberts - \$6,945 C. JDE - \$6,960 D. Mark's - \$7,920
 BASEMENT REAR ENTRY STEPS: A. Artistic - \$450 B. Roberts - \$1,344 C. JDE - \$710 D. Mark's - \$ no bid
 EXTERIOR BLACK TRIM, SOFFITS: A. Artistic - \$3,250 B. Roberts - \$3,640 C. JDE - \$5,300 D. Mark's - \$5,200
 FRONT PORCH FLOOR: A. Artistic - \$850 B. Roberts - \$1,913 C. JDE - \$1,145 D. Mark's - \$1,000
 INTERIOR PAINT AND CLEANING : A. Artistic - \$850 B. Roberts - \$1,100 C. JDE - \$1,380 D. Mark's - \$1,000

Rehabilitation Tasks

BASEMENT REAL HANDRAILS A. Artistic - \$175 B. Roberts - \$135 C. JDE - \$450 D. Mark's - \$1,000
 ELECTRICAL: A. AgSun - \$2,393 (with bath fan) B. The Electrician - \$4,795
 CDBG PROCESSING FEE: A. Planning and Development - \$375

LHC and Handrail Total Cost: A. Artistic - \$11,295 B. Roberts - \$15,077 C. JDE - \$15,945 D. Mark's - \$16,120

Contractors: A. Artistic Remodeling - \$ 11,295 B. AgSun Corp - \$ 2,393.00 C. Planning and Development - \$375

Comments: The house is a 2-story house with basement, about 96 years old. Above listed rehab areas were found defective. Lead testing found lead in above listed areas. This project and the proposed terms are in conformance with the approved HUD Grant and the 'Housing Procedures Manual'. Project will remove identified lead hazards and correct the housing deficiencies from this residence. The portion of the LHC project from the CDBG Revolving fund will be a 0% interest loan and would not require repayment until the owners sell the house. Rehabilitation work will be a 3% loan payable at \$16.32 monthly over 20 years.

Disclosure of Conflict of Interest: Yes No

Recommended By: Neale Thompson

Recommend Lowest Qualified Bid/Total Project Cost of \$ 14,843

Project Financing: \$8,193.33 – HUD Lead Control Grant
\$3,706.67 – LHC CDBG 0% Revolving Fund
\$2,943.00 – CDBG REHAB 3% Revolving Fund

***** COMMITTEE ACTION *****

DENY APPROVE Accepted Bid(s) Total \$ 2,943.00 3% CDBG Loan
\$ 8,193.33 LHC grant
\$ 3,706.67 LHC 0% Deferred Loan

Signature of Planning & Development Committee Chair

Date (planning/dave/lead/loan-pap/com-acta)

**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
REQUEST FOR COMMITTEE ACTION ON A HOUSING REHABILITATION LOAN
0% DEFERRED PAYMENT - LOW INCOME**

Meeting Date: April 22, 2010

Applicants ID number: 20594

Household Size: 2

Annual Income: \$ 19,620

TYPE OF LOAN REQUESTED:

- 0% Interest Payment Deferred
- 3% Owner-Occupied Installment
- 3% Rental Unit Installment

ASSESSED VALUE:

Land: 18,900 Bldgs: 84,100
Total: 103,000

FAIR MARKET VALUE \$ 109,500

PROJECT LOCATION: Town of Spring Valley

WHEN APPRAISED: _____

PROPOSED ACCOUNT FOR LOAN FUNDS: CDGB Revolving Funds

VERIFICATIONS MADE:

- Income
- Insurance
- Title and Taxes

MORTGAGES OR LIENS:

First \$ 28,751
Second \$ 605
Total \$ 29,356

Is there 5% owner equity in the property? Yes No

***** PROPOSED WORK ***** BIDS RECEIVED *****

Contractors / Amounts: A. R & K Construction - \$ 11,300 B. Fanning Excavation - \$11,750
C. Petterson Plumbing - \$ 12,375 Installation of mound septic system.

Comments: The house is a 1 story wood frame house, about 40 years old. The house was built before current septic system requirements were enacted. It is served by a dry well. The system has failed and requires replacement. The required soil evaluation has been conducted. The project is to have the required mound septic system installed according to the soil evaluation. Final grading and seeding will be included. Conducting this project will address a severe health and safety hazard. The loan will be at 0% interest to be repaid upon sale of the house.

Project Recommended By: David Somppi

Disclosure of Potential Conflict of Interest: Yes None

Recommend Lowest Qualified Bid of \$ 11,300

***** PLANNING & DEVELOPMENT COMMITTEE ACTION *****

DENY **APPROVE** **Accepted Bid Total \$** _____

Signature of Planning & Development Committee Chair **Date**

**ROCK COUNTY PLANNING & DEVELOPMENT AGENCY
REQUEST FOR COMMITTEE ACTION ON A CDBG Down Payment Assistance
0% INTEREST PAYMENT - LOW INCOME**

Meeting Date: April 22, 2010
Household Size: 1
Location of House: Town of Rock (Afton)

Applicants ID number: 20628
Annual Income: \$ 15,600

TYPE OF LOAN REQUESTED:
 0% Interest Payment Deferred
 3% Owner-Occupied Installment
 3% Rental Unit Installment

ASSESSED VALUE:
Land: 9,850 Bldgs: 48,900
Total: 58,750
APPRAISED VALUE: 68,148
WHEN APPRAISED: FMV

PROPOSED ACCOUNT FOR LOAN FUNDS: CDBG Revolving Loan Fund

VERIFICATIONS MADE:
 Income
 Insurance
 Title and Taxes

MORTGAGES OR LIENS:
First \$ None
Second \$ None
Total \$ None

Is there 5% owner equity in the property? Yes No

Home Purchase Amount: 42,000
Closing Costs: 2,500
TOTAL FOR CLOSING: 44,500

Mortgage Amt.: 33,600
Owner Down Pmt.: 6,450
Rock Co. Down Pmt Ass't: 1,950
Rock Co. Closing Cost Ass't 2,500
TOTAL OWNER 44,500

CDBG Down Payment Asst. Amount: Down Pmt. Ass't (1950) + Closing Cost Ass't (2500) + Rehabilitation Cost (997) = \$ 5,447.00

***** PROPOSED WORK ***** BIDS RECEIVED *****

Contractors / Amounts:
STAIR HANDRAILS A. Rock River - \$255 B. Roberts - \$300 C. Action - \$325
PATIO DOOR GLASS A. City Glass - \$367 B. Congress - \$521
CDBG LOAN PROCESSING FEE A. Planning and Development - \$375

Comments: The house is a 2-story wood frame rural house, 100 years old, that is totally remodeled. The house is in great condition except for the missing handrails and a broken glass patio door. It is an exceptional deal available to this young person through the short sale/foreclosure route. Monthly payment will be \$455. Conducting this project will enable the purchaser to gain home ownership. The loan will be at 0% interest payable when the house is sold.

Project Recommended By: Neale Thompson

Disclosure of Potential Conflict of Interest: Yes None

Recommend Assistance Amount of \$ 5,447.00

***** COMMITTEE ACTION *****

DENY APPROVE Accepted Assistance Amount of \$ 5,447.00

Signature of Planning & Development Committee Chair _____ Date _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Planning & Development Committee
INITIATED BY



Paul Benjamin, David Somppi
DRAFTED BY

Planning & Development Committee
SUBMITTED BY

April 5, 2010
DATE DRAFTED

AUTHORIZING SUBMISSION OF THE 2010 COMMUNITY DEVELOPMENT BLOCK GRANT - SMALL CITIES APPLICATION

1. **WHEREAS**, Federal monies are available under the Wisconsin Community Development Block Grant
2. Housing program, administered by the State of Wisconsin, Department of Commerce, Division of
3. Housing and Community Development, for the purpose of housing rehabilitation activities; and,
- 4.
5. **WHEREAS**, the Planning and Development Committee has recommended that an application be
6. submitted to the State of Wisconsin for rehabilitation of single-family owner-occupied housing units,
7. improving handicapped accessibility, Homestead Opportunity for new home buyers, expanding housing
8. opportunities, and program administration expenses; and,
- 9.
10. **WHEREAS**, it is necessary for the Rock County Board of Supervisors to approve the preparation and
11. filing of an application for Rock County to receive funds from this program; and,
- 12.
13. **WHEREAS**, the Planning and Development Committee has reviewed the need for the proposed
14. programs and the benefits to be gained for Rock County; and,
- 15.
16. **WHEREAS**, Planning & Development Agency personnel are working with Rock County municipalities
17. as potential areas of concentrated need and interest, and those municipalities will be providing letters
18. of support for the application.
- 19.
20. **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors on this
21. _____ day of _____, 2010, hereby approves and authorizes the preparation and filing of an
22. application for the 2010 Community Development Block Grant - Small Cities program through the
23. Wisconsin Department of Commerce, Division of Housing and Community Development; and,
- 24.
25. **BE IT FURTHER RESOLVED**, that the Rock County Board of Supervisors authorizes the County
26. Board Chair and County Clerk to sign the respective documents on behalf of the County of Rock; and,
- 27.
28. **BE IT FURTHER RESOLVED**, that authority is hereby granted to the Rock County Planning and
29. Development Agency to take the necessary steps to prepare and file an appropriate application for
30. funds under this program in accordance with this application.

Respectfully Submitted,

Planning & Development Committee

Alan Sweeney - Chair

Mary Mawhinney - Vice Chair

Marilynn Jensen

Phillip Owens

Wayne Gustina

**AUTHORIZING SUBMISSION OF THE 2010
COMMUNITY DEVELOPMENT BLOCK
GRANT - SMALL CITIES APPLICATION**

Page 2

FISCAL NOTE:

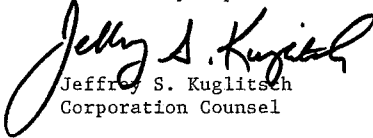
This resolution only authorizes an application for a grant and, therefore, has no fiscal impact at this time. If a grant is awarded, a subsequent resolution would be required to accept the grant and amend the budget.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The authority to accept grant funds pursuant to sec. 59.52(19), Wis. Stats., necessarily implies the authority to make application for such funds.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

RESOLUTION AUTHORIZING SUBMISSION FOR THE 2010 COMMUNITY DEVELOPMENT BLOCK GRANT – SMALL CITIES PRELIMINARY APPLICATION

The Rock County Planning and Development Agency is currently preparing an application on behalf of Rock County for Community Development Block Grant housing funds, administered by the Wisconsin Department of Commerce - Bureau of Housing. This is part of Wisconsin's annual Small Cities competitive grant competition for areas that are not CDBG-entitlement communities. About \$7 million will be made available for this competition.

If successful, low and 0% interest loans will continue to be made available to low- to moderate, low income, and elderly-headed households to conduct needed housing rehabilitation work, including handicapped accessibility improvements. Loan funds can also be used to assist these households with purchasing a house.

Scoring for this competition will be based on 2000 U.S. Census data on housing and socio-economic conditions. Funding will be split equally between 5 regions. Rock County is in the Southeast region, which includes about 20 counties from south and east Wisconsin. Rock County staff will be working to determine those Rock County towns, villages, and / or small cities that, according to the scoring criteria, are in most need of obtaining this funding. Staff will be seeking letters of interest and support from those municipalities to include in the application.

Additionally, the County is working with property owners, financial institutions, and community development groups to obtain additional commitments for Countywide housing rehabilitation efforts.

The application will request \$650,000. A total of \$567,500 will be used for program activities, and \$82,500 will be used for administration.

If the preliminary application is successful, Rock County will be notified about June 15, 2010 to submit a final application. The final application will be submitted by August 31, 2010. If successful, the contract period for the application will be from October 1, 2010 - July 1, 2012.



Rock County Planning & Development Agency
51 S. Main Street
Janesville, WI 53545
(608) 757-5587
www.co.rock.wi.us

DATE: April 14, 2010
TO: Members of the Rock County Planning & Development Committee
FROM: Dave Somppi, Community Development Manager
RE: Timeline for updating the Housing Policy Manual for Rock County.

Per the meeting on April 8, 2010, please find below a work plan and timeline for updating the housing policy manual for Rock County.
Dates may be subject to change.

During Period Between:	Actions:
April 9 – 23:	Prepare research – Obtain Information from other Agencies. Determine from Wisconsin Department of Commerce (DOC) their timeline for review of housing policy.
April 22:	Meet with Director on Project status.
April 22 or 23	Meet with DOC Staff concerning project
April 26 – May 4:	Prepare Policy Draft.
April 29	Meet with Director on Project Status.
May 5 - May 11:	Have Draft Reviewed Internally, Make Modifications.
May 6	Meet with Director on Project Status.
May 12 - May 21:	Submit Policy to DOC for Review.
May 12	Meet with Director on Project Status.
May 19	Meet with Director on Project Status.
May 25 – June 2:	Receive Policy review from DOC. Make revisions to policy for P&D Meeting on June 10. Have Staff review.
May 27	Meet with Director on Project Status
June 3- June 10:	Continue revision process.
June 10	Conduct review session for policy document with P&D Committee.
June 9 or 10	Meet with Director on Project Status

June 10 – June 16: Make revisions to policy. Have staff review.
Submit revised policy for P&D Meeting on June 24.

June 16 Meet with Director on Project Status.

June 17-24 Continue revision process.

June 24 Conduct review session for policy document
With P&D Committee

June 24 Meet with Director on Project Status.

June 25 – July 2: Make revisions per P&D meeting.
Submit revised document for review by staff.
Submission to DOC for approval.

ROCK COUNTY PLANNING & DEVELOPMENT AGENCY
Planning & Community Development Agency

CURRENT STATUS
ALL ROCK COUNTY - COMMUNITY DEVELOPMENT PROGRAMS
AS OF 04 / 01 / 2010

Prog ID	Program Name Project Name	PROGRAM DATES	GRANT TOTAL - REVOLVING FUND LOAN TOTAL	VALUE OF APPROVED MTG'S. / PROJS	# OF LOANS / PROJS	AMOUNT REPAID - ALL LOANS 5%-.3%-.0%	# OF LOANS REPAID IN FULL	CURRENT VALUE OF OPEN MTG'S.	NO. OF EXISTING MTG'S.
CURRENT CONTRACTS									
HOME MOD	HOME MODIFICATION PROJECTS WITH WITH ROCK CO. LONG TERM SUPPORT (No Mortgage Involved)	01/01/06	\$375,903.57	\$375,903.57	42	\$0.00	0	\$0.00	0
CO09	2009 HOME CONSORTIUM	07/01/09 - 07/01/10	\$98,469.00	\$53,009.00	5	\$0	0	\$53,009.00	7
LHC2	2009-2012 Lead Hazard Control	04/01/09-03/31/12	\$313,808.00	\$68,780.07	7	\$0.00	0	\$0.00	0
EAP	CDBG Emergency Assistance	10/01/08-12/31/09	\$601,588.33	\$564,100.57	32	\$0.00	0	\$0.00	32
HMGP	Hazard Mitigation Grant Program	09/01/08 - 06/30/11	\$880,682.00	\$562,995.96	5	\$0.00	0	\$0.00	5
COMPLETED CONTRACTS									
LHC1	2006-2009 Lead Hazard Control	10/01/06-09/30/09	\$434,459.50	\$434,459.50	27	\$0.00	0	\$0.00	0
CO08	2008 HOME CONSORTIUM	01/01/08 - 12/31/08	\$88,428.00	\$88,428.00	13	\$0.00	0	\$88,428.00	13
CO07	2007 HOME CONSORTIUM	06/30/07 - 06/30/08	\$93,858.00	\$93,858.00	11	\$20,477.03	2	\$73,380.97	9
CO06	2006 HOME CONSORTIUM	06/30/06 - 10/01/07	\$98,909.30	\$88,909.00	7	\$9,394.43	0	\$89,514.57	6
CO05	2005 HOME CONSORTIUM	06/30/05 - 10/01/06	\$147,978.59	\$147,978.59	13	\$26,389.45	2	\$121,589.14	11
CO04	2004 HOME CONSORTIUM	06/30/04 - 10/01/05	\$90,878.00	\$90,878.00	9	\$10,900.23	1	\$79,977.77	8
CO03	2003 HOME CONSORTIUM	06/30/03 - 10/01/05	\$91,629.00	\$91,629.00	8	\$42,221.89	2	\$49,407.11	6
CO02	2002 HOME CONSORTIUM	01/01/03 - 12/31/03	\$141,869.00	\$141,869.00	13	\$53,076.26	5	\$88,792.74	8
PRI0	BLOCK GRANT - PRE 1986 HOUSING REHAB	01/01/79 - 01/01/81	\$185,564.39	\$185,564.39	22	\$95,276.93	12	\$90,287.46	10
BG03	2003-2005 CDBG GRANT	01/01/04 - 12/31/05	\$550,000.00	\$550,000.00	46	\$151,889.26	12	\$398,110.74	34
BG86	1986-88 CDBG FUNDS HOUSING REHAB	01/01/86 - 03/31/88	\$662,500.00	\$662,500.00	34	\$616,224.97	26	\$46,269.03 *	7
BG90	1990-91 CDBG FUNDS HOUSING REHAB	10/01/90 - 01/31/92	\$549,000.00	\$549,000.00	56	\$450,090.68	40	\$98,909.32	16

4/14/2010DATE

Prog ID	Program Name Project Name	PROGRAM DATES	GRANT TOTAL - REVOLVING FUND LOAN TOTAL	VALUE OF APPROVED MTG'S. / PROJS	# OF LOANS / PROJS	AMOUNT REPAID - ALL LOANS 5%. 3%. 0%	# OF LOANS REPAID IN FULL	CURRENT VALUE OF OPEN MTGS.	NO. OF EXISTING MTGS.
BG92	1992-93 CDBG HOUSING REHAB	08/01/92 - 01/31/94	\$435,000.00	\$435,000.00	52	\$373,813.05	42	\$61,178.95 *	7
BG95	1995-97 CDBG FUNDS HOUSING REHAB	09/01/95 - 04/01/97	\$435,000.00	\$435,000.00	45	\$293,102.86	28	\$141,896.14 *	14
BG96	1996-97 CDBG FUNDS HOUSING REHAB	07/01/96 - 01/31/98	\$435,000.00	\$435,000.00	42	\$305,638.89	26	\$129,361.11	16
BG20	2000-2002 CDBG HOUSING REHAB.	07/01/00 - 12/31/02	\$653,000.00	\$653,000.00	69	\$363,369.80	36	\$289,629.20 *	27
HB93	1993-95 HOME BUYER FUND HOME BUYER REHAB	07/01/93 - 06/30/95	\$57,220.00	\$57,220.00	5	\$57,220.00	5	\$0.00	0
HB94	1994-96 HOME BUYER FUND HOME BUYER REHAB	07/01/94 - 06/30/96	\$150,000.00	\$150,000.00	13	\$97,991.23	8	\$52,007.77 *	4
HB00	2000-2001 HOME BUYER HOME BUYER REHAB	07/01/00 - 09/30/02	\$55,000.00	\$55,000.00	5	\$21,000.00	0	\$34,000.00	5
HC93	1993-95 HCRI FUND DOWN PAYMENT	07/01/93 - 06/30/95	\$44,599.80	\$44,599.80	18	\$38,481.62	15	\$6,118.18	3
HC94	1994-96 HCRI FUND DOWN PAYMENT	07/01/94 - 06/30/96	\$27,747.51	\$27,747.51	9	\$19,742.51	6	\$8,000.00 *	2
LP94	LEAD PAINT ABATEMENT FUND LEAD PAINT ABATEMENT	04/01/94 - 03/31/98	\$147,000.00	\$147,000.00	17	\$65,856.00	4	\$0.00	0
RR92	1992-93 RENTAL REHAB RENTAL REHAB	10/01/92 - 09/30/94	\$48,379.00	\$48,379.00	6	\$48,376.00	4	\$0.00 *	0
RR93	1993-94 RENTAL REHAB RENTAL REHAB	04/01/93 - 03/31/95	\$77,908.25	\$77,908.25	10	\$77,908.25	10	\$0.00	0
RR94	1994-95 RENTAL REHAB RENTAL REHAB	04/01/94 - 03/31/96	\$30,000.00	\$30,000.00	5	\$30,000.00	5	\$0.00	0
RR95	1995-97 RENTAL REHAB FUND RENTAL REHAB	07/01/95 - 03/31/98	\$9,400.75	\$9,400.75	1	\$9,400.75	1	\$0.00	0
RR97	1997-99 RENTAL REHAB FUND RENTAL REHAB	07/01/97 - 06/30/99	\$78,661.00	\$78,661.00	5	\$78,661.00	5	\$0.00	0
RR98	1998-2000 RENTAL REHAB FUND RENTAL REHAB	07/01/98 - 12/31/99	\$35,000.00	\$35,000.00	1	\$0.00	1	\$0.00 *	0
RR99	1999-2000 RENTAL REHAB RENTAL REHAB	07/01/99 - 12/31/00	\$18,150.00	\$18,150.00	3	\$18,150.00	3	\$0.00	0
RR00	2000-2001 RENTAL REHAB RENTAL REHAB	07/01/00 - 12/31/01	\$38,656.10	\$38,656.10	4	\$34,563.99	3	\$4,072.11	1
RR01	2001-2002 RENTAL REHAB RENTAL REHAB	07/01/01 - 12/31/02	\$12,875.00	\$12,875.00	2	\$8,392.90	1	\$4,482.10	1

4/14/2010DATE

Progr ID	Program Name Project Name	PROGRAM DATES	GRANT TOTAL - REVOLVING FUND LOAN TOTAL	VALUE OF APPROVED MTG'S. / PROJS	# OF LOANS / PROJS	AMOUNT REPAID - ALL LOANS 5%, 3%, 0%	# OF LOANS REPAID IN FULL	CURRENT VALUE OF OPEN MTGS.	NO. OF EXISTING MTGS.
REVOLVING LOAN FUNDS (R.L.F.)									
BGRF	BLOCK GRANT R.L.F. HOUSING REHAB	01/01/1986	\$3,831,714.12	\$3,831,714.12	395	\$1,958,875.90	107	\$1,872,812.22 *	262
LPRF	LEAD-BASED PAINT R.L.F. LEAD PAINT ABATEMENT	04/01/1994	\$99,195.60	\$99,195.60	16	\$1,804.29	16	\$0.00 *	0
RRRF	RENTAL REHAB R.L.F. RENTAL REHAB	04/01/1993	\$470,295.86	\$463,846.86	25	\$188,855.34	15	\$274,991.52	10
HCRF	HCRI R.L.F. DOWN PAYMENT	07/01/1993	\$92,453.90	\$92,453.90	42	\$59,373.00	22	\$33,078.90 *	17
HBRF	HOME BUYER R.L.F. HOME BUYER REHAB	07/01/1993	\$199,161.03	\$199,161.13	21	\$58,042.77	9	\$141,118.36	12
CORF	CONSORTIUM HOME REVOLVING FUND	01/01/05	\$124,953.65	\$124,953.65	11	\$1,526.01	2	\$123,427.64	9
TOTAL	->		\$13,011,896.25	\$12,359,785.32	1,172	\$5,686,107.29	476	\$4,453,850.05	562

GRANTS

LP94 & LPRF	LEAD PAINT ABATEMENT FUND - No. of Projects LEAD PAINT REVOLVING FUND AMOUNT	11 \$81,144.00
HC93 & HC94	HCRI EMERGENCY RENT ASSISTANCE 1994-1996	48 \$37,500.00
1999 CDBG EMERG. GRANT HOUSING REHAB.		28 \$450,002.00
TOTAL NUMBER OF ALL PROJECTS		1,259
TOTAL VALUE OF ALL PROJECTS		\$12,928,431.32

* - Does not include amounts or mortgages for Housing Rehab. loans on which the 1st mortgage was foreclosed. For all Programs from 1979-present.

CURRENT VALUE OF OPEN MTGS	\$4,453,850.05	562
AMOUNT REPAID - ALL LOANS	\$5,686,107.29	476
1999 CDBG EMERG. GRANT	\$450,002.00	28
LEAD PAINT PROJECTS	\$81,144.00	11
HCRI EMERGENCY RENT ASSISTANCE	\$37,500.00	48
FORECLOSED PROPERTIES	\$472,085.49	58
HOME MODIFICATION PROJECTS	\$375,903.57	42
LHC PROJECTS	\$434,459.50	27
	\$12,928,431.32	1,259