



PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, MAY 27, 2010 – 8:00 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, May13, 2010
4. Election of Vice Chair
5. Citizen Participation, Communications and Announcements
6. Code Administration & Enforcement
  - A. Approval of Land Divisions
    - **Action Item:** LD 2010 018 (Plymouth Township) – Doug & Shirley Rabe
    - **Action Item:** LD 2010 019 (Milton Township) – Patrick & Valerie Kelly
  - B. Information Item: Land Division Order of Approval
7. Finance
  - A. **Action Item:** Department Bills/Encumbrances/Pre-Approved Encumbrance/Amendments/Transfers
8. Corporate Planning
  - A. **Action Item:** Public Hearing – Rock County Hazard Mitigation Plan
  - B. **Action Item:** Resolution Authorizing 2010 Farmland Preservation Program Planning Grant
9. Housing & Community Development
  - A. **Action Item:** HUD Lead Hazard Control Grant and CDBG Housing Rehab Loan Project (ID 07032 and 020616) = \$26,205.50

- B. **Action Item:** CDBG Down Payment Assistance (ID 20634) = \$7,850
- C. **Action Item:** CDBG Down Payment Assistance (ID 20636) = \$6,454
- D. Information Item: CDBG-EAP Grant Amendment for Additional Funds for Rock County
- E. Information Item: OHHLHC – Lead hazard Control Grant – Monitoring Visit and Grant Status
- F. Information Item: Properties with Rock County – Community Development Loans that have Delinquent Property Taxes
- G. Information Item: Update to Housing Procedure Manual
- H. Potential Conflict of Interest – Yes,

10. Adjournment

**Future Meetings/Work Sessions**

June 10, 2010 (8:00 AM)  
June 24, 2010 (8:00 AM)  
July 8, 2010 (8:00 AM)  
July 22, 2010 (8:00 AM)

**Non-Committee Future Meetings**

June 3-4, 2010 – Wisconsin Land Information Assoc. (WLIA)  
Spring Regional Mtg., WI Dells, WI (Jennifer Borlick)  
June 7, 2010 – (6:00 PM) DNR FEMA Floodplain Map Meeting, 2<sup>nd</sup>  
Floor, Jury Assembly Room, Rock County Courthouse



**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 Division

**DATE:** May 19, 2010

**Summary:**

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

2010 018 (Plymouth Township) – Doug & Shirley Rabe: Town of Plymouth has approved rezoning but, must hold Public Hearing to reduce road speed limit to achieve adequate sight distance.

2010 019 (Milton Township) – Patrick & Valerie Kelly: Town of Milton reviewing bodies have not taken action (P&Z Committee or Town Board).

**Recommendation:**

P&D Agency Staff recommends Preliminary Approval of Land Divisions with conditions as presented for LD 2010 018 and LD 2010 019.

**PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION**  
**CONDITIONS OF APPROVAL**

<b>OWNER:</b>	Doug & Shirley Rabe 6915 Butler Road Janesville, WI 53548	<b>LAND DIVISION NO:</b>	LD#2010 018
		<b>DATE SUBMITTED:</b>	April 29, 2010
<b>LOCATION:</b>	NW ¼ SE ¼ Section 12	<b>E.T. JURISDICTION:</b>	City of Janesville
		<b>SURVEYOR:</b>	Batterman & Co.
<b>ORIGINAL AREA:</b>	81.45 acres	<b>TOWNSHIP:</b>	Plymouth
	Lot 1 6.49 acres, Lot 2		
<b>FINAL AREA:</b>	3.00 acres	<b>NUMBER OF LOTS:</b>	2
<b>PRESENT ZONING:</b>	A-1	<b>PROPOSED FUTURE ZONING:</b>	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: New building lot for daughter.*

*NOTE: Excluded Area Rock County Farmland Preservation Plan*

**RECOMMEND**

APPROVAL

CONDITIONAL APPROVAL

DENIAL

**LOCATION: 6900 Block Butler Rd.**

**CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:**

1. Existing structures shall meet setback regulations.
2. Acceptable soil and site evaluation report received on Lot 2.
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 for Lot 1.
5. Utility easements put on lots as requested by utility companies.
6. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before May 27, 2011.

7. 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.
8. 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: 5/18/10

**NOTE:** THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE ON MAY 27, 2010 AT 8:00 A.M. AT THE ROCK COUNTY COURTHOUSE.

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

COMMITTEE ACTION

APPROVAL

CONDITIONAL APPROVAL

DENIAL

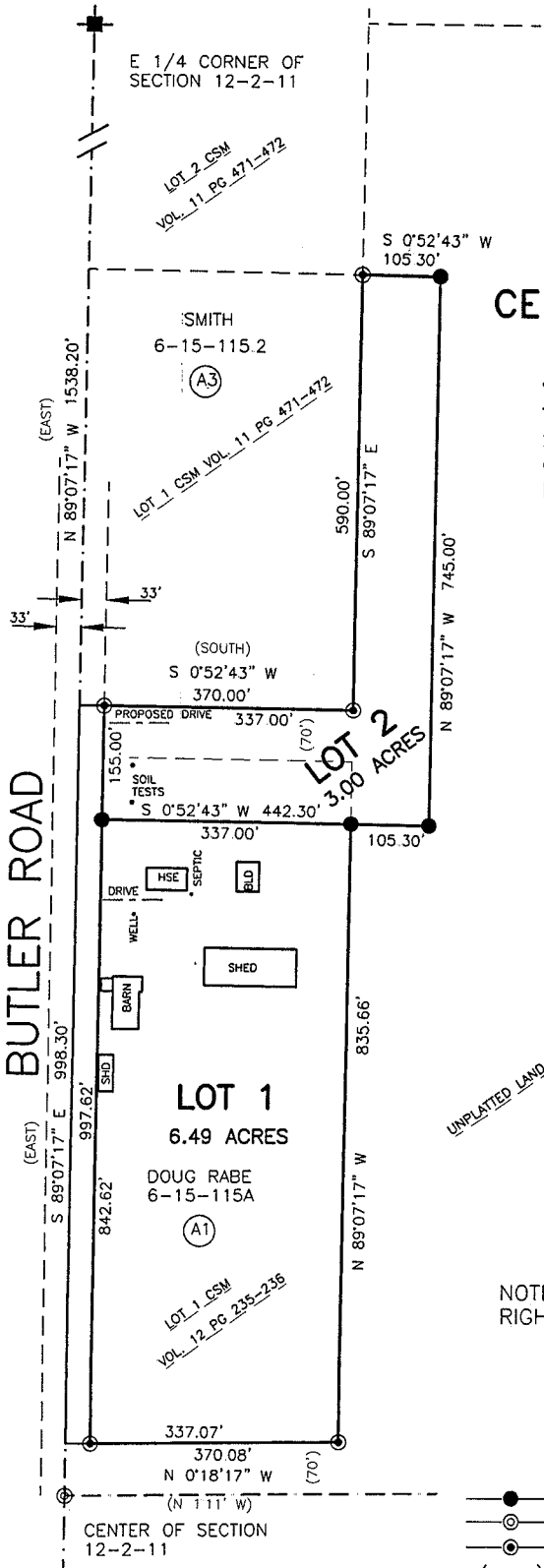
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Initials \_\_\_\_\_

Date \_\_\_\_\_

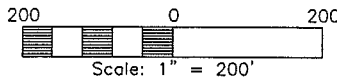
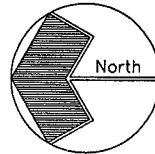
# PRELIMINARY CERTIFIED SURVEY MAP OF

LOT 1 OF CERTIFIED SURVEY MAP  
VOL. 12 PG. 235-236 AND PART OF  
THE NW 1/4 AND NE 1/4 OF THE  
SE 1/4 OF SECTION 12 T. 2 N., R. 11 E.  
OF THE 4TH P.M., PLYMOUTH TOWNSHIP  
ROCK COUNTY, WISCONSIN



DOUG RABE  
6-15-115A

(A1)



NOTE: AREAS SHOWN EXCLUDE 33'  
RIGHT OF WAY FOR BUTLER ROAD

### MONUMENT KEY

- Iron Rebar Set 3/4" x 24" (1.5 Lbs./Ft.)
- ⊙ Iron Pipes Found
- ⊙ Iron Rebar Found
- (xxxxx) Record Data
- X-X- Fences
- Cut Stone Mon. Fd.
- ◇ C. I. Mon. Found

ORDER NO. 30903  
BOOK xxx PAGE xx  
DATE APRIL 26, 2010  
FOR DOUG RABE  
SHEET 1 OF x

**Batterman**  
engineers surveyors planners

2857 Bartells Drive Beloit, Wisconsin 53511  
608.365.4464 www.rhbatterman.com



**PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION**  
**CONDITIONS OF APPROVAL**

<b>OWNER:</b>	Patrick-Valerie Kelly 4826 Timber Trail Janesville, WI 53548	<b>LAND DIVISION NO:</b>	LD#2010 019
		<b>DATE SUBMITTED:</b>	May 4, 2010
<b>LOCATION:</b>	NE ¼ NE ¼ Sec. 21	<b>E.T. JURISDICTION:</b>	City of Milton
		<b>SURVEYOR:</b>	Combs & Associates, Inc.
<b>ORIGINAL AREA:</b>	26.7 Acres ±	<b>TOWNSHIP:</b>	Milton
<b>FINAL AREA:</b>	6.4 Acres ±	<b>NUMBER OF LOTS:</b>	1
<b>PRESENT ZONING:</b>		<b>PROPOSED FUTURE ZONING:</b>	

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: Create new lot.*

*NOTE: Not Consistent with the Rock County Agricultural Preservation Plan, as it is in an Exclusive Agricultural District.*

**RECOMMEND**

APPROVAL

CONDITIONAL APPROVAL

DENIAL

**LOCATION: 8700 Block N. S**

**CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:**

1. 35-foot 1/2 ROW to be dedicated along N. Serns Rd.
2. Access for the proposed lot is via an existing driveway servicing the parent parcel. Show location of existing driveway with Note on Face of CSM: " Joint Access for Lot 1, Tax Parcel 6-13-166 and Lot 1 CSM Vol. 31 Pg. 215-217 no further access allowed."
3. Require a Rock County Land Division Conservation Easement for Steep Slopes (16% or greater), Kettle and Depression Area. Prior to any land disturbing activity on the parcel, the Conservation Easement boundaries shall be marked with highly visible flagging tape. Erosion control measures are also required if the Conservation Easement is down slope from disturbance.
4. Lot to be pre-planned due to being in an environmentally significant area. Lot drawing to include slopes over 16% and greater, utility easements, access location, conservation easement, soil test area and building envelope. No Conservation Easement Area shall be contained within the Building Envelope as depicted on the pre-planned lot. A copy of the lot layout to be placed on file with the committee designee. Submit for approval ten (10) days prior to submitting final map.

5. Acceptable soil and site evaluation report received on lot.
6. Show the location of the on-site soil test on the preplanned lot map.
7. Utility easements put on lot as requested by utility companies.
8. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before May 27, 2011.
9. 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.
10. 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 DATE: 5/18/10  
 Dept. of Planning, Economic & Community Development

**NOTE:** THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON MAY 27, 2010 AT 8:00 A.M.** AT THE ROCK COUNTY COURTHOUSE.

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

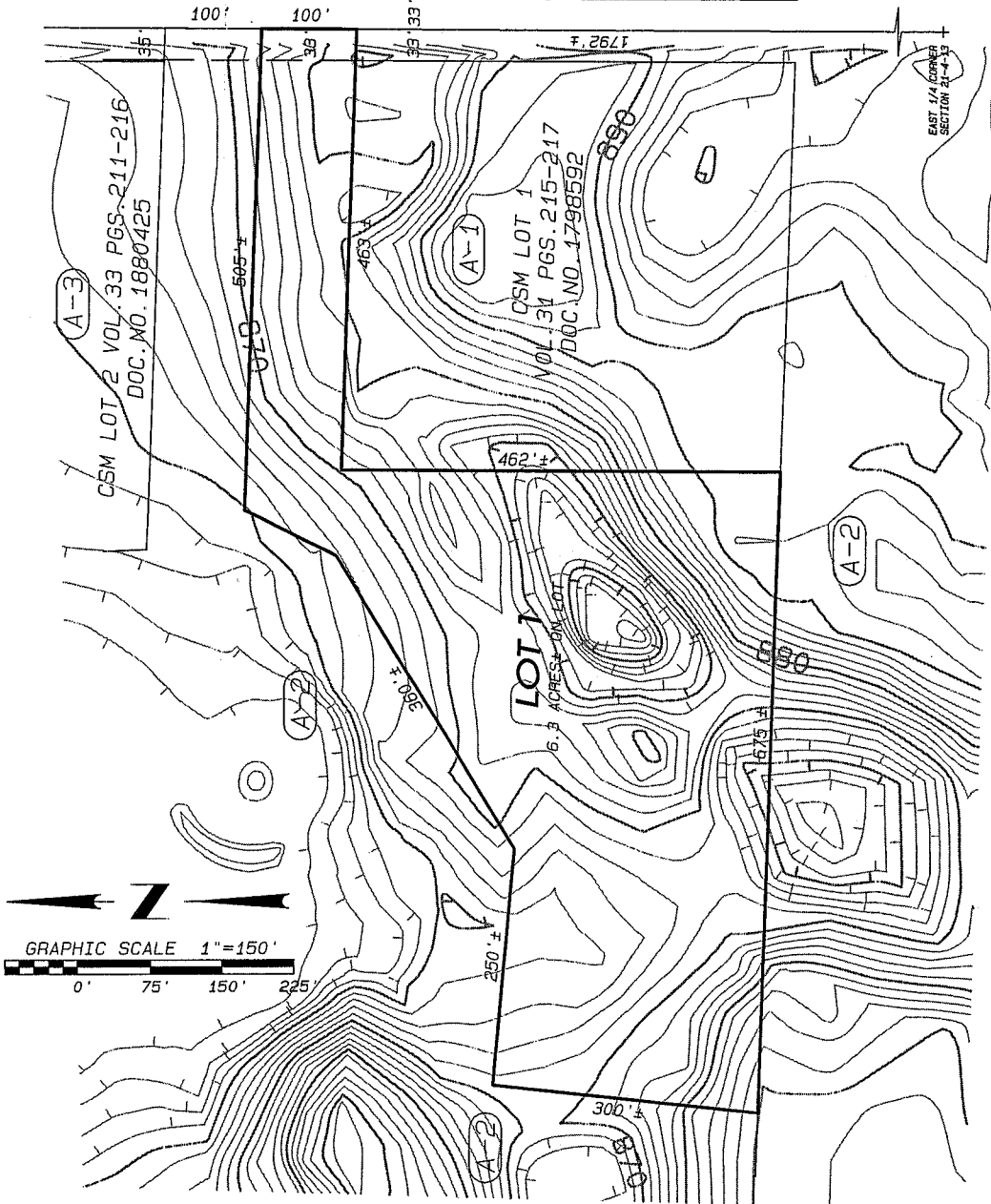
<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	



# PRELIMINARY CERTIFIED SURVEY MAP

PART OF THE NE. 1/4 OF THE NE. 1/4 OF SECTION 21, T.4N., R.13E. OF THE  
4TH P.M., MILTON TOWNSHIP, ROCK COUNTY, WISCONSIN.

N. SERNS RD.



DATE: APRIL 7, 2010  
REVISED MAY 3RD, 2010

NOTES:

THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS  
AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED

Project No. 110 - 080 For: KELLY

**Combs**  
& ASSOCIATES

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.  
Janesville, WI 53548  
www.combsurvey.com

tel: 608 752-0575  
fax: 608 752-0534

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Planning & Development Agency  
INITIATED BY



Paul Benjamin  
DRAFTED BY

Planning & Development Agency  
SUBMITTED BY

April 26, 2010  
DATE DRAFTED

**AUTHORIZING 2010 FARMLAND PRESERVATION PROGRAM PLANNING GRANT**

1 **WHEREAS**, The Wisconsin Working Lands Initiative was passed as part of the State of Wisconsin's  
2 2009-2011 biennial budget process and Ch. 91 of the Wisconsin Statutes, Farmland Preservation has  
3 been substantially rewritten; and,

4  
5 **WHEREAS**, the Wisconsin Department of Agriculture, Trade, and Consumer Protection has begun  
6 offering Farmland Preservation planning grants in order to assist Wisconsin counties in the farmland  
7 preservation planning process; and,

8  
9 **WHEREAS**, on April 9, 2010, the Rock County Planning and Development Agency received a letter and  
10 other materials from the Wisconsin Department of Agriculture, Trade, and Consumer Protection offering  
11 a Farmland Preservation planning grant to Rock County; and,

12  
13 **WHEREAS**, obtaining these funds will allow Rock County to update its currently certified Farmland  
14 Preservation Plan and include numerous new features of Farmland Preservation that have been written  
15 into Ch. 91, Wisconsin Statutes, including purchase of development rights and Agricultural Enterprise  
16 Areas; and,

17  
18 **WHEREAS**, Rock County has been an active participant in the Farmland Preservation Program for over  
19 30 years and the program has been valuable in the preservation of Rock County's rich agricultural lands.

20  
21 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
22 this \_\_\_\_ day of \_\_\_\_\_, 2010 does hereby accept the 2010 Farmland Preservation Program  
23 Planning Grant agreement for \$30,000 from the Department of Agriculture, Trade and Consumer  
24 Protection and authorizes the County Board Chair to sign the respective grant agreement on behalf of the  
25 County of Rock.

26  
27 **BE IT FURTHER RESOLVED**, that the 2010 Planning & Deveopment Department Budget be  
28 amended as follows:

<u>Account/Description</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds:</u>	<u>5/1/2010</u>	<u>(Decrease)</u>	<u>Budget</u>
64-6405-0000-42200/ State Aid	-0-	30,000	30,000
<b>Use of Funds:</b>			
64-6405-0000-63110/ Administration Expense	-0-	25,650	25,650
64-6405-0000-63104/ Printing & Duplicating	-0-	2,750	2,750
64-6405-0000-63107/ Public & Legal Notices	-0-	150	150
64-6405-0000-63300/ Sundry Expense	-0-	1,450	1,450

**AUTHORIZING 2010 FARMLAND PRESERVATION PROGRAM PLANNING GRANT**

Page 2

Respectfully Submitted,

**PLANNING & DEVELOPMENT COMMITTEE**

\_\_\_\_\_  
Alan Sweeney, Chair

\_\_\_\_\_  
Mary Mawhinney, Vice-Chair

\_\_\_\_\_  
Wayne Gustina

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Phillip Owens

**FINANCE COMMITTEE ENDORSEMENT**


Reviewed and approved on a vote of

50

Mary Mawhinney 5-20-10  
Mary Mawhinney, Chair Date

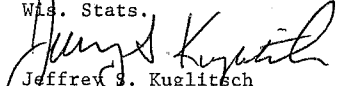
**FISCAL NOTE:**

This resolution authorizes the acceptance and expenditure of \$30,000 in State Aid for the 2010-2011 Planning Department Farmland Preservation Grant. No additional County matching funds are required to accept this grant.

  
Jeffrey A. Smith  
Finance Director


**LEGAL NOTE:**

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.

  
Craig Knutson  
County Administrator

## EXECUTIVE SUMMARY

### Resolution Authorizing 2010 Farmland Preservation Program Planning Grant

In order to participate in the State Farmland Preservation Program, a county must have a state-certified Farmland Preservation Plan. Farmers in participating counties may qualify for significant tax credits (s. 71.613, Wis. Stats.). Most counties must update their certified plans by deadline dates ranging from 2011 to 2015 in order to continue program participation (s. 91.14, Wis. Stats.).

A certified plan must meet state standards (ss. 91.10 and 91.18, Wis. Stats.), and must be consistent with the county's comprehensive plan. Among other things, a certified plan must identify clearly-mapped areas that the county plans to preserve for agricultural use. Farmers in those areas are eligible for tax credits if their land is covered by a Certified Farmland Preservation Zoning Ordinance or an individual Farmland Preservation Agreement. Other Farmland Preservation Program benefits, including agricultural enterprise area designations and agricultural conservation easement purchases, are likewise limited to farmland preservation areas designated in the county's certified plan.

The agreement with the Department of Agriculture, Trade, and Consumer Protection requires that Rock County contribute at least 50% of the total eligible costs identified in a reimbursement request from any combination of county levy, non-state grant funds, and in-kind services including work performed by county employees but not including the work of unpaid volunteers. Rock County's contribution will be in the form of in-kind services.

The Rock County Agricultural Preservation Plan was certified in 2005 for ten years. The County has the option to remain certified until 2015 or take a Farmland Preservation Planning Grant for certification by December 31, 2011. Staff at the Rock County Planning and Development Agency recommend taking advantage of the planning grant from the Wisconsin Department of Agriculture, Trade, and Consumer Protection to do an update of the Rock County Farmland Preservation Plan in order to take advantage of new features in the law. Sixteen of Rock County's twenty towns will also be required to bring their zoning ordinances up to the new standards in Ch. 91, Wis. Stats. By updating the town zoning ordinances by 2012 and doing the County Farmland Preservation Plan about the same time, we can insure that the zoning ordinances are consistent with the plan, a statutory requirement.



## **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:** Information for P&D Agenda  
**DATE:** May 18, 2010

#### **RECOMMENDATION - ACTION ITEMS:**

1. **Action Item** – OHHLHC Lead Hazard Control - #07032 & #20616 – Staff Recommends Approval
2. **Action Item** – CDBG Housing Rehabilitation Loan - #20634 – Staff Recommends Approval
3. **Action Item** – CDBG Down Payment Assistance Loan - #20636 – Staff Recommends Approval

#### **INFORMATION ITEMS:**

4. CDBG – EAP Grant Amendment for Additional Funds for Rock County
5. OHHLHC – Lead Hazard Control Grant – Monitoring Visit & Grant Status
6. Information on Properties with Rock County – Community Development Loans that have Delinquent Property Taxes – Staff Efforts
7. Update to Housing Procedure Manual

Cc:

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

Meeting Date: May 27, 2010 Applicants ID numbers: 07032 and 20616  
 Household Size: 6  
 Number of Children: 4 No. of Children under 6: 1  
 Location of House: Town of Turtle Income: \$59,800 - 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 (See note)

**ASSESSED VALUE:**

Land \$ 26,000  
 Buildings \$ 62,600  
 Total \$ 88,600

**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: \$115,000  
 When Done: FMV

**MORTGAGES OR LIENS:**

First \$ 101,000  
 Second \$ 0  
 Total \$ 101,000

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

**Lead Hazard Control (LHC)** (Proposals judged for total cost of lead work plus handrail)

WINDOW REPLACEMENT: A. JD Environmental (JDE) - \$9,055 B. Robert's Home Improvements (Roberts) - \$8,040  
 KITCHEN DOOR TO WINDOW: A. JDE - \$575 B. Roberts - \$575  
 REAR ENTRY DOOR: A. JDE - \$1,040.50 B. Roberts - \$725  
 EXTERIOR PAINTED SHAKES: A. JDE - \$5,000 B. Roberts - \$6,100  
 FRONT PORCH CEILING AND BEAMS: A. JDE - \$1,650 B. Roberts - \$1,540  
 INTERIOR DOORS AND FRAMES: A. JDE - \$1,200 B. Roberts - \$2,800  
 INTERIOR CLEANING A. JDE - \$2,620 B. Roberts - \$1,900

**Rehabilitation Tasks**

BASEMENT HANDRAIL A. JDE - \$400 B. Roberts - \$175  
 TARGETED HOME PERFORMANCE (10% to get \$9,491.90 energy improvements): A. Community Action, Inc. of Rock/Walworth - \$810  
 ELECTRICAL: A. Nitz Electric - \$2,700 B. AgSun - \$5,100  
 CDBG PROCESSING FEE: A. Rock County Planning and Development - \$375

**LHC and Handrail Total Cost:** A. JDE - \$21,540.50 B. Roberts - \$21,855

**Contractors:** A. JD Environmental - \$ 21,540.50 B. Nitz Electric - \$ 2,700.00 C. Community Action, Inc Rock/Walworth - \$810 D. Rock County Planning & Development - \$755 E. ACL Laboratory - \$400

**Comments:** The house is a 2-story house with basement, about 120 years old. The large family has one child under 6 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. Note: Rehab loan is set at 0% because program has been notified to discontinue 3% interest loans and this change is part of the revision of the program housing manual that is underway.**

Disclosure of Conflict of Interest:          Yes XX No

Recommended By: Neale Thompson

SEE ATTACHED SHEET

Applicants ID numbers: 07032 and 20616 Page 2

Recommend Lowest Qualified Bid/Total Project Cost of \$ 26,205.50

Project Financing: \$14,873.67 – HUD Lead Control Grant  
\$7,046.83 – LHC CDBG 0% Revolving Fund  
\$4,285.00 –CDBG REHAB 0% Revolving Fund

\*\*\*\*\* COMMITTEE ACTION \*\*\*\*\*

DENY \_\_\_\_\_ APPROVE \_\_\_\_\_ Accepted Bid(s) Total \$ 4,285.00 0% CDBG Loan  
\$ 14,873.67 LHC grant  
\$ 7,046.83 LHC 0% Deferred Loan

\_\_\_\_\_  
Signature of Planning & Development Committee Chair

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

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

Meeting Date: May 27, 2010  
Household Size: 4  
Location of House: City of Milton

Applicants ID number: 20634  
Annual Income: \$ 27,772

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

**ASSESSED VALUE:**  
Land: 31,500 Bldgs: 134,600  
Total: 166,100  
**APPRAISED VALUE:** 171,000  
**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: 157,000  
Closing Costs: 4,097  
**TOTAL FOR CLOSING:** 161,097

Mortgage Amt.: 157,000  
Owner Closing Costs: 2,967  
Rock Co. Down Pmt Ass't: 0  
Rock Co. Closing Cost Ass't 1,130  
**TOTAL OWNER** 161,097

**CDBG Down Payment Asst. Amount:** Closing Cost Ass't (1130) + Rehabilitation Cost (6,720) = \$ 7,850.00

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

**Contractors / Amounts:**

**ROOF** A. Mike's Roofing and Siding - \$6,045 B. All Exteriors Plus - \$7,840  
**ELECTRICAL** A. Richter - \$100 B. The Electrician - \$150  
**MUDJACK PORCH** A. Steve Nelson Mudjacking - \$200 B. A & H Concrete - \$225  
**CDBG PROCESSING FEE** A. Planning and Development - \$375

**Comments:** The house is a 1-story wood ranch house, 13 years old that is in great condition except for the roof, minor electrical work and a concrete porch that has sunk and pulled away from the house. It is an exceptional deal available to this family through the USDA Rural Development that offers 100% financing up to the disappointing appraisal of \$157,000. This program's collaboration closes the deal. 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 \$** 7,850.00

\*\*\*\*\* COMMITTEE ACTION \*\*\*\*\*

**DENY**  **APPROVE**  **Accepted Assistance Amount of \$**                     

\_\_\_\_\_  
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 - MODERATE INCOME**

Meeting Date: May 27, 2010  
Household Size: 2  
Location of House: Town of Beloit

Applicants ID number: 20636  
Annual Income: \$ 39,794

**TYPE OF LOAN REQUESTED:**  
X 0% Interest Payment Deferred (See note)  
     3% Owner-Occupied Installment  
     3% Rental Unit Installment

**ASSESSED VALUE:**  
Land: 13,500 Bldgs: 43,300  
Total: 56,800  
**APPRAISED VALUE:** 65,000  
**WHEN APPRAISED:** 2010

**PROPOSED ACCOUNT FOR LOAN FUNDS:** CDBG Revolving Loan Fund

**VERIFICATIONS MADE:**  
X Income  
X Insurance  
X Title and Taxes

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

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

Home Purchase Amount: 61,000  
Closing Costs: 4,280  
**TOTAL FOR CLOSING: 65,280**

Mortgage Amt.: 56,791  
Owner Closing Costs: 2,500  
Rock Co. Down Pmt Ass't: 1,709  
Rock Co. Closing Cost Ass't 4,280  
**TOTAL OWNER 65,280**

**CDBG Down Payment Asst. Amount:** Closing Cost Ass't (4,280) + Down Payment (1,709) + Rehabilitation Cost (465) = \$ 6,454.00

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

**Contractors / Amounts:**

ELECTRICAL A. Nitz Electric - \$90 B. SS&H Electric - \$180 C. AgSun - \$225  
CDBG PROCESSING FEE A. Planning and Development - \$375

**Comments:** The house is a 1 1/2-story wood house, 65 years old that is in good condition except for minor electrical GFCI work. Conducting this project will enable the purchaser to gain home ownership. The loan will be at 0% interest payable when the house is sold. Note: Rehab loan is set at 0% because program has been notified to discontinue 3% interest loans and this change is part of the revision of the program housing manual that is underway.

**Project Recommended By:** Neale Thompson

**Disclosure of Potential Conflict of Interest:**      Yes XXX None

**Recommend Assistance Amount of \$** 6,454.00

\*\*\*\*\* COMMITTEE ACTION \*\*\*\*\*

**DENY**      **APPROVE**      **Accepted Assistance Amount of \$**                     

\_\_\_\_\_  
Signature of Planning & Development Committee Chair \_\_\_\_\_  
Date