



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JANUARY 23, 2014 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
ROCK COUNTY COURT HOUSE
JANESVILLE, WI

AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of Meeting held Thursday, January 9, 2014
4. Citizen Participation, Communications and Announcements
5. Code Administration & Enforcement
 - A. **Action Item:** Change of Use Request Access Controlled County Highway N – Forbes Van Altena & Van Altena Land Partnership LLC
 - B. Administrative Quarterly Report
6. Semi-Annual Report Attendance at Conferences/Conventions
 - A. Planning & Development Agency
 - B. Real Property Lister
 - C. Surveyor
7. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
8. Committee Reports
9. Directors Report
 - A. Housing Program Administration
 - B. Town of Clinton Road Right of Way/Floodplain
 - C. Traynor Reforestation Plan
10. Adjournment

Future Meetings/Work Sessions

- Thursday, February 13, 2014 (8:00 am) – Mtg. Location Change (N-1/N-2 5th Floor)**
Thursday, February 27, 2014 (8:00 am)
Thursday, March 13, 2014 (8:00 am)
Thursday, March 27, 2014 (8:00 am)



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Colin Byrnes, Acting Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Change of Use Request for an existing Controlled Access point along E. CTH N in Milton Township
Parcel 6-13-72 (Forbes Van Altena) & 6-13-76.4/-76.2 (Van Altena Land Partnership LLC)

DATE: January 16, 2014

Summary:

The owners of Parcel 6-13-76 (Forbes Van Altena) and 6-13-76.4/-76.2 (Van Altena Land Partnership LLC) are requesting a Change of Use of an existing Joint Private/Field/Field Entrance to a Joint Private/Private/Private Entrance for potential residential construction on lots along Access Controlled E. CTH N.

Section 4.518 of the Rock County Code of Ordinances "County Trunk Highway Access Control Regulation" states, "Any point of access permitted under this ordinance shall be subject to review and approval by the Rock County Transportation (Highway Committee) and the Rock County Parks, Planning and Zoning Committee, where these committees determine that there has been a change in use which will affect safe and efficient ingress and egress to, and use of a controlled access highway. This determination shall be based primarily on a significant change in the volume of traffic or type of vehicle using that point of access."

The Applicants have met with County Staff (Planning & Development/Public Works) to discuss the access situation for Parcels 6-13-67/-76.4/76.2. In those discussion Staff suggested the Applicant consider any potential future land use changes for their property. As a result, the owners of Parcels 6-13-76 (Field Entrance) & 6-13-76.4 (Field Entrance to E. CTH N through Parcel 6-13-76.2 by 30 foot Easement) considered potential residential construction. The proposal would add potentially 20 traffic movements per day via the residential development. The final resultant Joint Private Entrance/Private Entrance/Private Entrance servicing three parcels would generate 30 traffic movements per day. The speed limit is 55 miles per hour here and the next adjoining access to the west is 400 feet away (200 feet short of the required 400 feet).

The proposed change of use would impair movement for those vehicles traveling east and west. This section of the CTH system is designated a Rural Major Collector in the Rock County Comprehensive Plan. It is designed to service moderate sized communities and inter-area traffic generators and link those generators to nearby population centers or higher functionally classified roadways.

Recommendation:

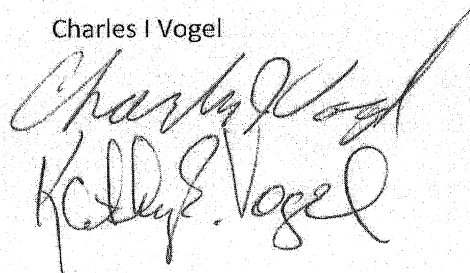
Staff recommends denial of the request due to the potential decrease in functionality of E. CTH N. Additionally, safety is an issue with the proximity of the access to the west being only 400 feet away rather than the required 600 feet. Finally, the public investment in constructing and maintaining these roadways will be protected by limiting incompatible traffic.

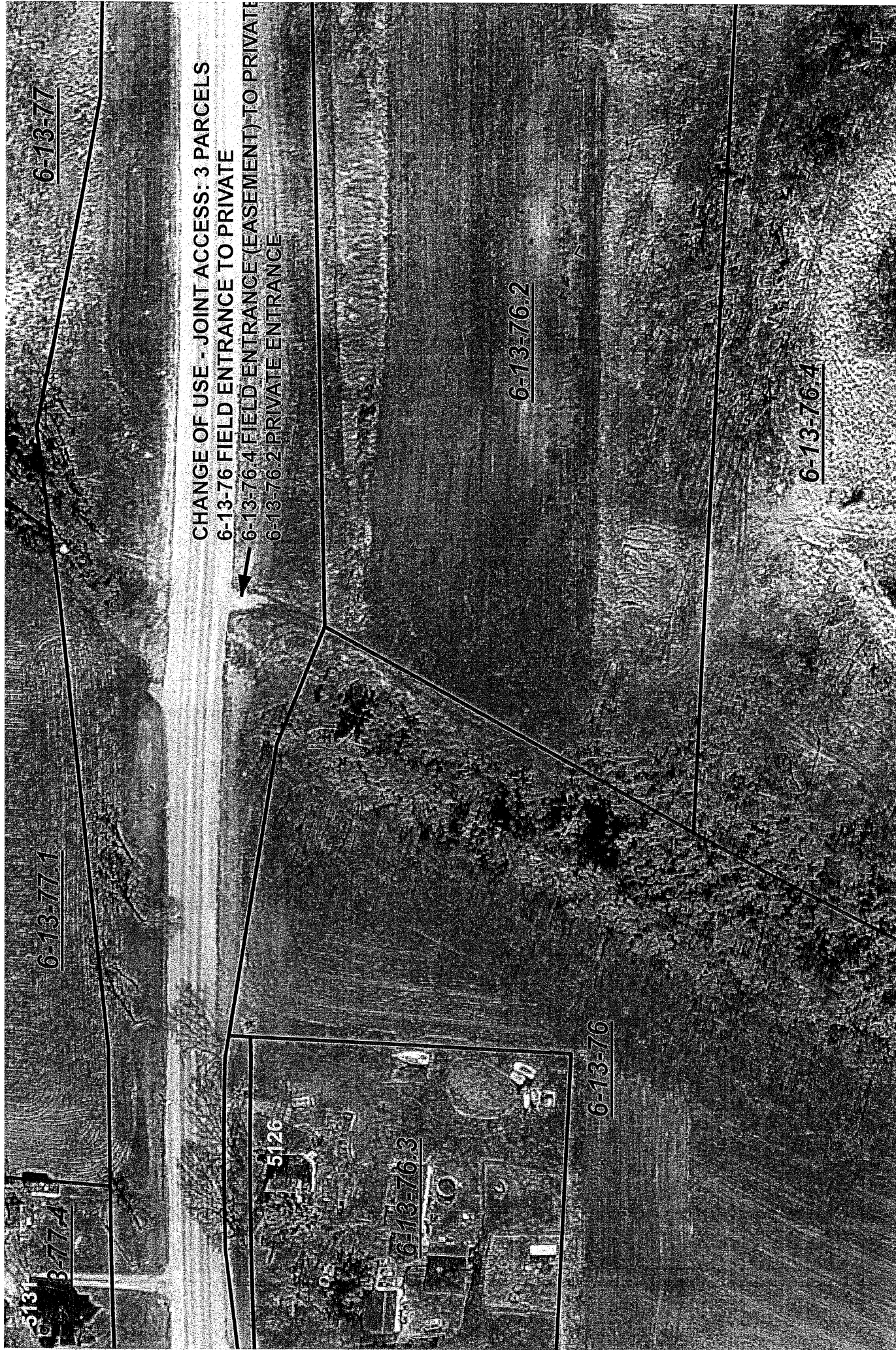
To Whom it May Concern,

I hereby allow Forbes Van Altena/Don Van Altena to represent and speak on my behalf in the matter of access definition to Tax Parcel 6-13-76 on the south side of Cty N, Milton WI.

Thank You

Charles I Vogel

Handwritten signature of Charles I Vogel in cursive script, appearing as 'Charles I Vogel'.



CHANGE OF USE - JOINT ACCESS: 3 PARCELS
6-13-76 FIELD ENTRANCE TO PRIVATE
6-13-76.4 FIELD ENTRANCE (EASEMENT) TO PRIVATE
6-13-76.2 PRIVATE ENTRANCE



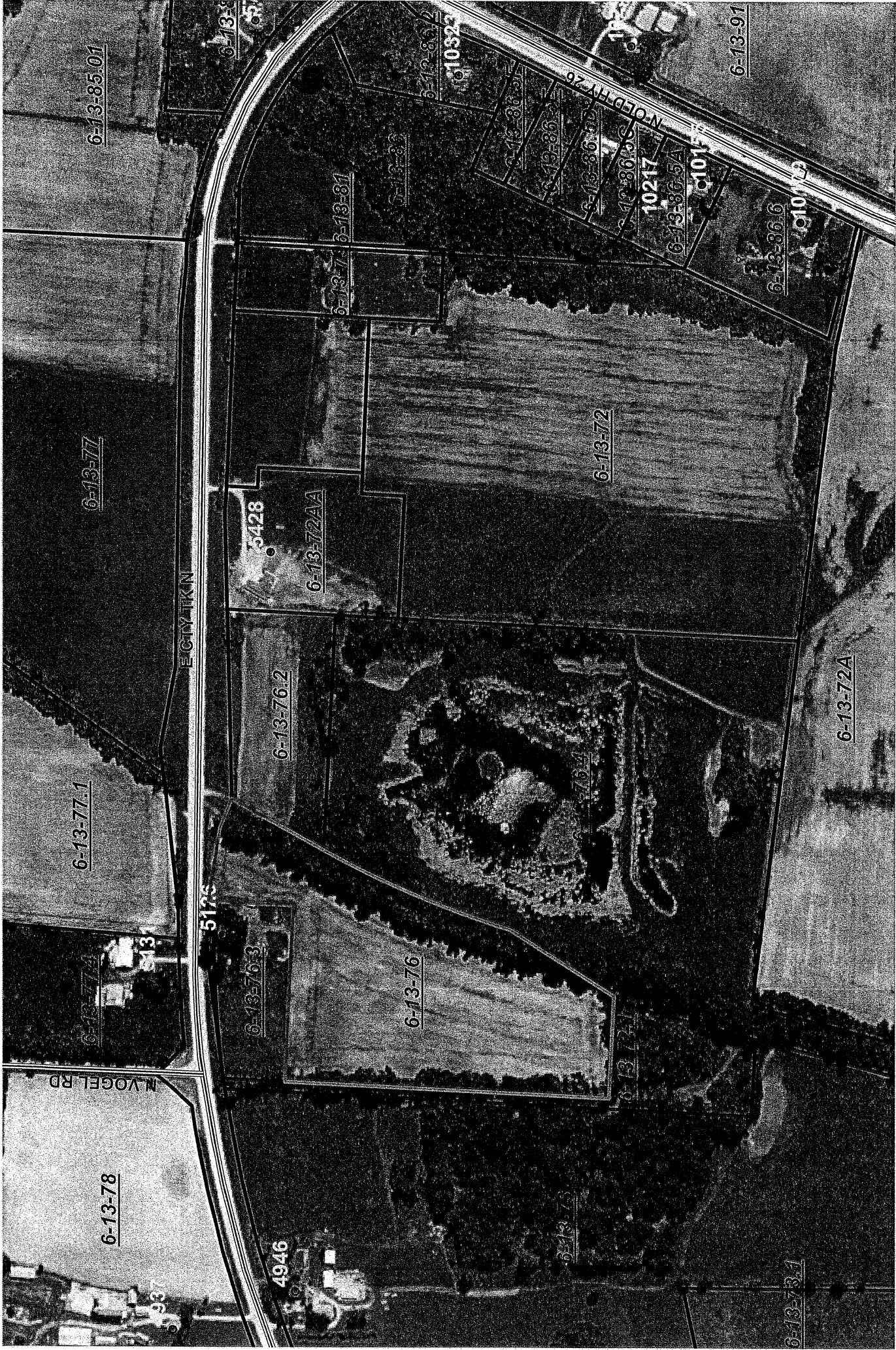
Parcel 6-13-76
Access Controlled CTH N

Legend
Tax Parcels

1 inch = 100 feet
Airphoto: 2011



West County Geographic Information System GIS
West County Planning and Economic Development Dept



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Parcel 6-13-76
Access Controlled CTH N

Legend
 □ Tax Parcels
 ≡ 911 Roads

1 inch = 400 feet
 Airphoto: 2013



Rock County Geographic Information System GIS
 Rock County Board, County and Municipal Development Agency

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	
2009																
Brd. of Adjustment	1	-	1	2	-	2	4	-	4	2	1	1	9	-	8	
Land Divisions	16	-	12	21	-	18	15	-	15	13	-	20	66	-	65	
Bldg. Permits	3	-	3	16	-	16	12	-	12	9	-	9	40	-	40	
Farmland Pres.	18	-	18	6	-	6	6	-	6	19	-	19	49	-	49	
Access Control	-	-	-	-	-	-	1	-	1	-	-	1	1	-	1	
2010																
Brd. of Adjustment	2	1	1	-	-	-	2	2	-	1	-	1	5	3	2	
Land Divisions	11	-	8	15	-	10	21	-	16	20	-	24	67	-	58	
Bldg. Permits	4	-	4	21	-	21	6	-	6	9	-	9	40	-	40	
Access Control	-	-	-	-	-	-	-	-	-	1	-	1	1	-	1	
2011																
Brd. of Adjustment	-	-	-	2	-	2	1	1	-	1	-	1	4	1	3	
Land Divisions	9	-	12	17	-	9	17	-	14	18	-	14	61	-	53	
Bldg. Permits	6	-	6	4	-	4	10	-	10	5	-	5	25	-	25	
Access Control	-	-	-	-	-	-	1	-	1	-	-	-	1	-	1	
2012																
Brd. of Adjustment	-	-	-	2	-	2	-	-	-	1	1	-	3	1	2	
Land Divisions	11	-	14	19	-	14	6	-	12	14	-	8	50	-	48	
Bldg. Permits	3	-	3	8	-	8	4	-	4	2	-	2	17	-	17	
Access Control	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2013																
Brd. of Adjustment	1	-	1	2	-	2	2	2	1	4	2	2	9	2	6	
Land Divisions	13	-	11	10	-	9	18	-	17	10	-	11	51	-	48	
Bldg. Permits	4	-	4	9	-	9	10	-	10	5	-	5	28	-	28	
Access Control	-	-	-	1	-	1	1	-	1	-	-	-	2	-	2	



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Planning & Development Committee
FROM: Colin Byrnes, Acting Director – Planning & Development Agency
SUBJECT: Semi-Annual Report—Attendance at Conventions/Conferences
DATE: January 15, 2014

Summary:

Per County Board Resolution, all department heads are required to submit semi-annual updates regarding attendance or training at conventions or conferences and that exceed a cost of \$1,000 per event, per employee whether in-state or out-of-state. During the last six months, those conditions were met for the following:

The Economic Development Manager did travel to various out of State locations for the purpose of supporting private sector interests in Rock County. While the Economic Development Budget covers some of these instances, other expenses are slated to be reimbursed by private sector dollars.

Cc: Craig Knutson, County Administrator

ROCK COUNTY, WISCONSIN



**Real Property
Description Department**

51 South Main Street
Janesville, WI 53545
(608) 757-5610

MEMORANDUM

DATE: January 7, 2014
TO: Planning and Development Committee
FROM: Michelle Schultz, Real Property Lister *MS*
RE: Semi-Annual Report – Attendance at Conferences/Conventions

No member of the Real Property Description Department attended any training, conference or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

Cc: Craig Knutson

MEMORANDUM

TO: Mr. Alan Sweeney, Chair
Planning & Development Committee

FROM: Jason R. Houle, PLS
County Surveyor

DATE: January 16, 2014

RE: Semi-annual report – Attendance @ Conventions/Conferences
Staff – Rock County Surveyor's office

Per County board resolution 06-9A-087, I am submitting the semi-annual report for calendar year 2013.

There was not attendance at any training, convention or conference that exceeded \$1,000 per event, per employee, in or out of State.

Cc: Mr. Craig Knutson, County Administrator

2013 . . .

Rock County

COMMITTEE APPROVAL REPORT

01/15/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
10-1720-0000-63100	OFC SUPP & EXP	P1303072	11/12/2013	HENRICKSEN	534.63	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	795.00	277.15	0.00	534.63	(16.78)	
REAL PROPERTY DESCRIPTION PROG TOTAL					534.63	

I have examined the preceding bills and encumbrances in the total amount of **\$534.63**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JAN 23 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
64-6460-0000-63116	HA ADMIN.EXPENSE	P1300375	12/31/2013	BELOIT DAILY NEWS	17.73
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,700.00	1,466.67	0.00	17.73	215.60
HOUSING GRANT CLEARING ACCOUNT PROG TOTAL				17.73	

I have examined the preceding bills and encumbrances in the total amount of **\$17.73**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JAN 23 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
64-6400-0000-63200	PUBL/SUBCR/DUES	P1400198	01/01/2014	JANESVILLE GAZETTE INC	299.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,588.00	0.00	0.00	299.00	1,289.00
				PLANNING PROG TOTAL	299.00
64-6420-0000-63200	PUBL/SUBCR/DUES	P1400715	01/01/2014	WISCONSIN ECONOMIC DEVELOPME	325.00
		P1400716	01/01/2014	MC GRAW HILL CONSTRUCTION	324.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	582.00	0.00	0.00	649.00	(67.00)
64-6420-0000-64918	ADVERTISING	P1400714	01/01/2014	139 LOGISTICS CORRIDOR ASSOCA	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	0.00	0.00	500.00	1,000.00
				ECONOMIC DEVELOPMENT PROGRAM PROG TOTAL	1,149.00
64-6460-0000-63116	HA ADMIN.EXPENSE	P1400193	01/01/2014	AMERICAN FAMILY INSURANCE	215.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,316.00	138.99	50.00	215.00	1,912.01
				HOUSING GRANT CLEARING ACCOUNT PROG TOTAL	215.00
64-6910-0000-64313	RC RESOURCE/TOUR	P1400713	01/01/2014	ROCK COUNTY TOURISM COUNCIL	3,000.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	0.00	0.00	3,000.00	0.00
64-6910-0000-64317	CO-OP WI TOURISM	P1400713	01/01/2014	ROCK COUNTY TOURISM COUNCIL	2,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	0.00	0.00	2,500.00	0.00
				ROCK CO.TOURISM COUNCIL PROG TOTAL	5,500.00

2014 . . .

Rock County

COMMITTEE APPROVAL REPORT

01/15/2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$7,163.00**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: JAN 23 2014

Dept Head _____

Committee Chair _____