



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, AUGUST 13, 2009 - 8:30 A.M.
COURTHOUSE CONFERENCE CENTER
SECOND FLOOR - EAST WING
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. CALL TO ORDER

The meeting of the Rock County Planning & Development Committee was called to order at 8:30 a.m. on Thursday, August 13, 2009 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilynn Jensen, and Phil Owens. Supervisors absent: Mary Mawhinney

Planning & Development staff present: Steve Schraufnagel (Acting Director), Colin Byrnes (Code Administration & Enforcement Mgr.), Andrew Baker (Planner II), David Somppi (Community Development Mgr.), and Cheryl Martin (Accountant).

Others present: Ron Combs (Combs & Assoc.), Chris Glauser and Jerrold Rohland (ATC), Joe DeYoung (MSA), and Jon Lefers (Montgomery Associates).

2. ADOPTION OF AGENDA

Supervisor Owens moved the adoption of the agenda as presented; second by Supervisor Gustina. **ADOPTED.**

3. MEETING MINUTES – JULY 9, 2009

Supervisor Jensen moved the approval of the July 9, 2009 Committee minutes; second by Supervisor Owens. **APPROVED as presented.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS, AND ANNOUNCEMENTS

Acting Director Schraufnagel reported that on Wednesday, August 12th, he and 2 other staff members gave a presentation to a joint meeting of the Town of Union Planning & Zoning Commission and the City of Evansville on the different Rock County Planning Agency functions and County Comprehensive Plan.

5. CODE ADMINISTRATION & ENFORCEMENT

Mr. Byrnes presented the Staff report.

A. Public Hearing – Shoreland Conditional Use Permit 2009 010 – American Transmission Company, SW ¼ of the NW ¼ of Section 31, Turtle Township, more commonly known as the Colley Rd. Substation

Supervisor Owens moved to go into Public Hearing at 8:33 a.m. with a second by Supervisor Jensen and the roll call was read. Present: Supervisors Gustina, Jensen, Owens, and Sweeney. Absent: Mawhinney

Staff provided a brief summary of the applicant's request 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 Turtle Creek to construct a new control house at the existing substation. Staff stated that although this area is located in the floodway, construction for utilities is permitted.

Chris Glauser (Project Engineer) spoke on behalf of the applicant and confirmed that the purpose of the project is to construct a new control house at the existing substation.

Supervisor Owens moved to close the Public Hearing at 8:35 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Jensen, Owens, and Sweeney. Absent: Mawhinney

B. Approval of Shoreland Conditional Use Permit 2009 010 – American Transmission Company

Staff reviewed the application and recommended conditional approval of the Shoreland Conditional Use Permit.

Supervisor Owens moved the **Conditional Approval** of Shoreland Conditional Use Permit 2009 010 – American Transmission Company; second by Supervisor Gustina. **APPROVED** on the following vote: Supervisors Gustina, Owens, and Sweeney voting in favor of approval. Supervisor Jensen voted in opposition. Supervisor Mawhinney was absent. **(Yes – 3, No – 1, Absent – 1)**.

Conditions To Be Met Before Final Approval:

1. Complete the project according to approved plans or field modifications approved by staff based on on-site conditions. The Floodplain Zoning Ordinance requires that a Professional Engineer or Architect certify (as-built) that the floodproofing measures implemented meet ordinance standards.
2. Obtain all other necessary permits from Federal, State, and Local Agencies for the project.
3. Apply for and obtain a Rock County Erosion Control Permit from the Rock County Land Conservation Department (permit approved as of the date of this application).
4. This permit expires one year from the date of Committee approval, however, all earthwork and grading must be completed and the disturbed areas must be seeded or otherwise stabilized prior to September 15, 2009.

C. Request for Extension for Land Division 2007 049 – Thomas & Sue Busfield

Supervisor Jensen moved to grant a 1-year extension (proposed expiration date of August 9, 2010) for Final Land Division Approval for Land Division 2007 049 (Thomas & Sue Busfield); second by Supervisor Jensen. **All in favor – APPROVED (Yes, 4, No – 0, Absent – 1)**.

D. Preliminary Approval of Land Divisions

Staff has reviewed the application and associated documentation and recommended Approval of the following Land Divisions: 2009 040, 2009042, 2009043, and 2009 044 with conditions as indicated.

Supervisor Owens moved the Conditional Approval of Land Division 2009 040; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, Absent – 1)**.

➤ **Land Division 2009 040 (Magnolia Township) – Margaret Janes**

LOCATION: 17600 Block of County Rd. A

Conditions To Be Met Before Final Approval:

1. Existing structures shall meet setback regulations.

2. 40-foot 1/2 ROW to be dedicated along W. CTH A and 33-foot 1/2 ROW on N. Burr 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 August 13, 2010.
 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.
- **Land Division 2009 042 (Milton Township) – Roscoe Development**
LOCATION: 12000 Block E. Maple Beach Dr. & 11400 Block N. Iva Dr.

Supervisor Owens moved the Conditional Approval of Land Division 2009 042; second by Supervisor Gustina. All in favor – APPROVED (Yes – 4, No – 0, Absent – 1).
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Conditions To Be Met Before Final Approval:

1. 40-foot 1/2 ROW to be dedicated along E. Maple Beach Dr. and N. Iva Dr.
2. A WISDOT Type "B" tapered intersection will be required at the intersection of the proposed road (N. Crestwood Dr.) with E. Maple Beach Dr.
3. Access Permit for the proposed road (N. Crestwood Dr.) onto E. Maple Beach Dr. will be required from the Rock County Highway Department prior to the start of any construction activities.
4. Utility easements put on lots as requested by utility companies.
5. Vision easement shall be located at the intersection of the proposed road N. Crestwood Dr. and E. Maple Beach Dr., extending 150 feet along N. Crestwood Dr. and 200 feet along E. Maple Beach Dr. as measured from the centerline of the road. All interior intersections shall have a vision easements extending 25 feet along all roads as measured from the right-of-way to right-of-way. Vision easements shall be measured from the centerline. The vision corner cleared of vegetation, both annual and perennial, under 6 inches in diameter. Trees larger than 6 inches in diameter may remain subject to evaluation in the design phase, but trimmed up to 8-feet above the ground if they remain. If the vision easement is located off site it shall be recorded prior to the start of any construction activities.

6. Driveway access to Lots 50 & 51 shall be off Superior Dr. and centerline of the lot access shall be 100 feet from the centerline of N. Crestwood Dr. Access shall be shown on the Final Plat.
7. Driveway access centerline for Lots 54 & 55 shall be located 100 feet from the centerlines of Superior Dr. & N. Crestwood.
8. Restricted access shown on map: "No driveway access allowed on E. Maple Beach Dr or N. Iva Dr."
9. Lots 50 - 54 to be pre-planned due to access requirements and stormwater management facilities. The lowest opening for any structure shall be a minimum of two feet above the 100-year storm. 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.
10. A Construction Site Erosion Control Permit (Chapter 27 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of construction or clearing and grubbing.
11. The Utility Companies responsible for the placement of the utilities must have a "General Permit for Private Utility Work Project" (Chapter 27 of the Rock County Code of Ordinances) or the standard erosion control permit from the Rock County Land Conservation Department. General permit holders must notify the Department two days prior to scheduled start date.
12. A Storm Water Management Permit (Chapter 28 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of any construction or clearing and grubbing. A Home Owners Association or Town of Milton shall maintain storm water facilities. All storm water facilities shall be located in outlots. However, stormwater conveyances may be located in drainage easements if topography dictates. Note on all storm water facilities "Refer to recorded storm water management agreement for required facility maintenance". On lots adjacent to storm water management facilities, the lowest opening shall be a minimum of two feet above the 100-year storm elevation as determined by the Storm Water Management Plan. Minimum elevations shall be indicated on plat for each applicable lot.
13. Notice of Intent for storm water discharge permit shall be filed with the State of Wisconsin, Department of Natural Resources, and Department of Commerce fourteen (14) days prior to start of construction.
14. The Storm Water Management Plan shall include a culvert schedule for each lot and shall be referenced by a "Note:" on the face of the plat.
15. Two copies of the Roadway Plans must be submitted to the Rock County Planning and Development Agency for review and approval. Approval must be obtained prior to the start of any construction including clearing and grubbing activities. The Roadway Plan must conform to the most current Road Cross-Section specifications and the latest issue for the State Standard Specification for Highway and Structure Construction.
16. Construct (hammerhead, temporary cul-de-sac, or permanent cul-de-sac) at the end of the end of Superior Dr.

17. Any modifications to the approved roadway must be submitted to the Rock County Planning and Development Agency for review and approval using roadway plans amendments or contract modifications with the appropriate justification.
18. There shall be no construction started during the period of September 15 to April 1 of the succeeding year unless the developer justifies the request with a written justification/detailed schedule that is approved by the Rock County Planning and Development Agency.
19. Final plans need to be submitted to the Rock County Planning and Development Agency with the Seal of the design professional engineer preparing the Plans prior to the start of construction.
20. "As-built" drawings shall be submitted to the Rock County Planning and Development Agency for any field modifications that have occurred during construction from the Final Plans prior to the approval of the subdivision.
21. The developer will reimburse the Town of Milton for the installation of the necessary road signs as determined by the Rock County Highway Department.
22. The asphalt shall be installed according to the most current Roadway Cross-section. Contractor shall contact the County Engineer one week prior to planned installation to arrange for the roadway inspections.
23. Copy of the financial agreement between the developer and Town of Milton to insure that the roads will be constructed by the developer according to approved plans.
24. Utilities shall be in place prior to final approval of subdivision plat. If utilities are not in place Sections 15.24 and 15.25 of the Rock County Land Division Regulations apply for completion and financial assurance if construction schedules cannot be reasonably met.
25. The engineering firm that completed the roadway plans or alternative professional engineer contracted by the developer shall inspect, approve and certify road construction prior to requesting the Rock County Planning and Development Agency to approve the sub-grade, base course, ditches and asphalt of the road construction. The County's cost for plan approval and inspections by the County Engineer shall be the responsibility of the developer. This hourly rate is set annually by the Rock County Board of Supervisors budget.
26. A copy of the final subdivision owner's association declaration submitted to the Rock County Planning and Development Agency.
27. DNR approval of the engineering and specifications for the new sanitary sewer system are required prior to the start of any construction activities.
28. All permits are to be obtained prior to the start of any clearing, grubbing, earth movement or construction, with copies provided to this Agency. Following receipt of permit copies the Agency will issue a Start Construction Letter.
29. Final Subdivision Plat (2 year time frame) to be submitted to and approved by the Planning and Development Agency on or before August 13, 2011.
30. 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.

31. Plats must be recorded within 6 months from the last approval and 24 months of the first approval.

➤ **Land Division 2009 043 (Fulton Township) – Roscoe Development & Meirkwood LLC**
LOCATION: 11000 Block of North Hillside Rd.

Supervisor Owens moved the Conditional Approval of Land Division 2009 043; second by Supervisor Gustina. All in favor – APPROVED (Yes – 4, No – 0, Absent – 1).
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Conditions To Be Met Before Final Approval:

1. 40-foot 1/2 ROW to be dedicated along N. Hillside Rd.
2. A WISDOT Type "B" intersection including separate turn lanes will be required at the intersection of the new road with N. Goede Rd & N. Hillside Rd.
3. Access Permit for the new road onto N. Goede Rd & N. Hillside Rd. will be required from Town of Fulton prior to the start of any construction activities.
4. Utility easements put on lot (If needed) as requested by utility companies.
5. Vision easement shall be located at the intersection of the new road with N. Hillside Rd., extending 200 feet along each intersecting road, and vision corner cleared of vegetation, both annual and perennial, under 6 inches in diameter. Trees larger than 6 inches in diameter may remain subject to evaluation in the design phase, but trimmed up to 8-feet above the ground if they remain. If the vision easement is located off site it shall be recorded prior to the start of any construction activities.

6. A Construction Site Erosion Control Permit (Chapter 27 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of construction or clearing and grubbing.
7. The Utility Companies responsible for the placement of the utilities (if needed) must have a "General Permit for Private Utility Work Project" (Chapter 27 of the Rock County Code of Ordinances) or the standard erosion control permit from the Rock County Land Conservation Department. General permit holders must notify the Department two days prior to scheduled start date.
8. A Storm Water Management Permit (Chapter 28 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of any construction or clearing and grubbing. Property Owners or Town of Fulton shall maintain storm water facilities. All storm water facilities shall be located in outlots. However, stormwater conveyances may be located in drainage easements if topography dictates. Note on all storm water facilities "Refer to recorded storm water management agreement for required facility maintenance". On lots adjacent to storm water management facilities, the lowest opening shall be a minimum of two feet above the 100-year storm elevation as determined by the Storm Water Management Plan. Minimum elevations shall be indicated on plat for each applicable lot.
9. Notice of Intent for storm water discharge permit shall be filed with the State of Wisconsin, Department of Natural Resources, and Department of Commerce fourteen (14) days prior to start of construction.
10. Storm Water Management Plan submitted to the Rock County Planning and Development Agency.
11. Two copies of the Roadway Plans must be submitted to the Rock County Planning and Development Agency for review and approval. Roadway Plans will be considered along with concept plans for a redesign of the commercial facility access (McDonald's) east of the proposed new road intersection. Approval must be obtained prior to the start of any construction including clearing and grubbing activities. The Roadway Plan must conform to the current Road Cross-Section specifications and the latest issue for the State Standard Specification for Highway and Structure Construction.
12. Any modifications to the approved roadway must be submitted to the Rock County Planning and Development Agency for review and approval using roadway plans amendments or contract modifications with the appropriate justification.
13. There shall be no construction started during the period of September 15 to April 1 of the succeeding year unless the developer justifies the request with a written justification/detailed schedule that is approved by the Rock County Planning and Development Agency.
14. Final plans need to be submitted to the Rock County Planning and Development Agency with the Seal of the design professional engineer preparing the Plans prior to the start of construction.
15. "As-built" drawings shall be submitted to the Rock County Planning and Development Agency for any field modifications that have occurred during construction from the Final Plans prior to the approval of the subdivision.
16. The developer will reimburse the Town of Fulton for the installation of the necessary road signs as determined by the Rock County Highway Department.

17. The asphalt shall be installed according to the most current Roadway Cross-section. Contractor shall contact the County Engineer one week prior to planned installation to arrange for roadway inspections.
18. Copy of the financial agreement between the developer and Town of Fulton to insure that the roads will be constructed by the developer according to approved plans.
19. Utilities (if needed) shall be in place prior to final approval of road. If utilities are not in place Sections 15.24 and 15.25 of the Rock County Land Division Regulations apply for completion and financial assurance if construction schedules cannot be reasonably met.
20. The engineering firm that prepared the approved road plans or alternative professional engineer contracted by the developer shall inspect, approve and certify road construction prior to requesting the Rock County Planning and Development Agency to approve the sub-grade, base course, ditches and two lifts of asphalt of the road construction. The County's cost for plan approval and inspections by the County Engineer shall be the responsibility of the developer. This hourly rate is set annually by the Rock County Board of Supervisors budget.
21. Drainage Plans and Road plans must be completed in accordance with the Town of Fulton standards and submitted for their review and approval.
22. DNR approval of the engineering and specifications for the new sanitary sewer system (if needed) are required prior to the start of any construction activities.
23. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before August 13, 2010.
24. 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.
25. 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.

➤ **Land Division 2009 044 (Fulton Township) – Woodlands of Fulton LLC**

LOCATION: 900 Block E. Maple Beach Dr.

Supervisor Jensen moved the Conditional Approval of Land Division 2009 043; second by Supervisor Gustina. All in favor – APPROVED (Yes – 4, No – 0, Absent – 1).

Conditions To Be Met Before Final Approval:

1. Utility easements put on lots as requested by utility companies.
2. Access to lots will be limited to interior road network (Meadow Circle).
3. Restricted access shown on Final Plat: "No driveway access allowed on E. Maple Beach Rd".

4. A Construction Site Erosion Control Permit (Chapter 27 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of construction or clearing and grubbing.
5. The Utility Companies responsible for the placement of the utilities must have a "General Permit for Private Utility Work Project" (Chapter 27 of the Rock County Code of Ordinances) or the standard erosion control permit from the Rock County Land Conservation Department. General permit holders must notify the Department two days prior to scheduled start date.
6. A Storm Water Management Permit (Chapter 28 of the Rock County Code of Ordinances) must be obtained from the Rock County Land Conservation Department prior to the start of any construction or clearing and grubbing. A Home Owners Association or Town of Fulton shall maintain storm water facilities. All storm water facilities shall be located in outlots. However, stormwater conveyances may be located in drainage easements if topography dictates. Note on all storm water facilities "Refer to recorded storm water management agreement for required facility maintenance". On lots adjacent to storm water management facilities, the lowest opening shall be a minimum of two feet above the 100-year storm elevation as determined by the Storm Water Management Plan. Minimum elevations shall be indicated on plat for each applicable lot.
7. Notice of Intent for storm water discharge permit shall be filed with the State of Wisconsin, Department of Natural Resources, and Department of Commerce fourteen (14) days prior to start of construction.
8. The Storm Water Management Plan shall include a culvert schedule for each lot and shall be referenced by a "Note:" on the face of final plat.
9. Remove existing (cul-de-sac, hammerhead) at the south end of N. Woodsvlew Crossing St.
10. Two copies of the Roadway Plans must be submitted to the Rock County Planning and Development Agency for review and approval. Approval must be obtained prior to the start of any construction including clearing and grubbing activities. The Roadway Plan must conform to the most current Rock County Road Cross-Section specifications and the latest issue for the State Standard Specification for Highway and Structure Construction.
11. Any modifications to the approved roadway must be submitted to the Rock County Planning and Development Agency for review and approval using roadway plans amendments or contract modifications with the appropriate justification.
12. There shall be no construction started during the period of September 15 to April 1 of the succeeding year unless the developer justifies the request with a written justification/detailed schedule that is approved by the Rock County Planning and Development Agency.
13. Final plans need to be submitted to the Rock County Planning and Development Agency with the Seal of the design professional engineer preparing the Plans prior to the start of construction.
14. "As-built" drawings shall be submitted to the Rock County Planning and Development Agency for any field modifications that have occurred during construction from the Final Plans prior to the approval of the subdivision.

15. The developer will reimburse the Town of Fulton for the installation of the necessary road signs as determined by the Rock County Highway Department.
16. The asphalt shall be installed according to the most current Roadway Cross-section. Contractor shall contact the County Engineer one week prior to planned installation to arrange for roadway inspections.
17. Copy of the financial agreement between the developer and Town of Fulton to insure that the roads will be constructed by developer according to approved plans.
18. Utilities shall be in place prior to final approval of subdivision plat.
19. The engineering firm that prepared the approved road plans or alternative professional engineer contracted by the developer shall inspect, approve and certify road construction prior to requesting the Rock County Planning and Development Agency to approve the sub-grade, base course, ditches and two lifts of asphalt of the road construction. The County's cost for plan approval and inspections by the County Engineer shall be the responsibility of the developer. This hourly rate is set annually by the Rock County Board of Supervisors budget.
20. 40-foot 1/2 ROW to be dedicated along E. Maple Beach Rd.
21. A copy of the final subdivision owner's association declaration submitted to the Rock County Planning and Development Agency.
22. DNR approval of the engineering and specifications for the new sanitary sewer system are required prior to the start of any construction activities.
23. Final Subdivision Plat (2 year time frame) to be submitted to and approved by the Planning and Development Agency on or before August 13, 2011.
24. 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.
25. Plats must be recorded within 6 months from the last approval and 24 months of the first approval.

E. Administrative Quarterly Report

Mr. Byrnes reported that activity levels remain lower than previous years.

Staff gave the Committee an update on the Hendrick's Development Group project near Afton along Bass Creek (CUP2008004). This project consisted of resolving a violation caused by the previous landowner. Fill material that was deposited on the bank of Bass Creek has been relocated and the area has been restored. Pictures were shown to the Committee.

Supervisor Owens asked if the surrounding landowners were made aware of the results of the Phase I Environmental Assessment conducted at the site. Andrew Baker stated they have not been notified directly, but the report brought up no red flags. Supervisor Owens requested staff send a letter to owners that received the public notice last fall, notifying

them that the assessment revealed no adverse conditions and that the site was considered restored.

6. SEMI-ANNUAL REPORTS – Attendance at Conventions/Conferences

Reports on attendance at conferences and conventions were submitted by the Real Property Lister, Planning & Development, and Surveyor and reviewed by the Committee.

7. FINANCE

A. Department Bills & Encumbrances

Supervisor Owens moved the approval of payment of the department bills; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

8. HOUSING & COMMUNITY DEVELOPMENT

Mr. Somppi presented the Staff report.

A. HUD Lead Hazard Control Grant & CDBG Housing Rehab Loan (Project ID 007026 & 020580) = \$3,430

Supervisor Jensen moved the approval of Lead Hazard Control Grant and CDBG Housing Rehabilitation Loan (Project ID 007026 and 020580) for an amount up to \$3,430; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

B. CDBG Emergency Assistance Grant (Project ID 008020) = \$14,299

Supervisor Jensen moved the approval of CDBG – Emergency Assistance Grant (Project ID 008020) for an amount up to \$14,299; second by Supervisor Sweeney. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

C. CDBG Emergency Assistance Grant (Project ID 008021) = \$675

Supervisor Owens moved the approval of CDBG – Emergency Assistance Grant (Project ID 008021) for an amount up to \$675; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

D. CDBG Emergency Assistance Grant (Project ID 008025) = \$12,720

Supervisor Owens moved the approval of CDBG – Emergency Assistance Grant (Project ID 008025) for an amount up to \$12,720; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

E. CDBG Emergency Assistance Grant (Project ID 008028) = \$7,310

Supervisor Owens moved the approval of CDBG – Emergency Assistance Grant (Project ID 008028) for an amount up to \$7,310; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

F. CDBG Emergency Assistance Grant (Project ID 008032) = \$17,522

Supervisor Owens moved the approval of CDBG – Emergency Assistance Grant (Project ID 008032) for an amount up to \$17,522; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

G. CDBG Emergency Assistance Grant (Project ID 008033) = \$2,631

Supervisor Owens moved the approval of CDBG – Emergency Assistance Grant (Project ID 008033) for an amount up to \$2,631; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

H. Proposed Change to the Community Development Block Grant – Emergency Assistance Program (CDBG-EAP) Housing Procedure Manual

Mr. Somppi proposed the expansion of the Community Development Block Grant – Emergency Assistance Program to include owner-or renter-occupied secondary residences (residences that are not the primary residence of the property owner) that are located in the regulatory floodway. This expansion would allow for funding to demolish qualified flood-damaged Low-Moderate Income (LMI) housing units that may not be owner-occupied or primary residences.

Given this, the following change to the CDBG-EAP Housing Procedures Manual is proposed:

p.4. **B. ELIGIBLE PROPERTIES**

1. To be eligible ***for rehabilitation assistance***, a property must be a primary owner-occupied permitted use located within the limits of Rock County, but outside of the Cities of Beloit and Janesville.
2. ***To be eligible for demolition assistance, a property may be eligible as described in #1 above or be LMI-occupied and renter-occupied and/or secondary-occupied permitted use property located in the regulatory floodway located in the limits of Rock County, but outside of the Cities of Beloit and Janesville.***

Supervisor Jensen moved to make the above noted change to the CDBG-EAP Housing Procedures Manual; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

I. Resolution Authorizing 2009 Healthy Homes – Healthy Kids Lead Hazard Control Program Grant Mutual Cooperation Agreement Between Rock County and the Cities of Beloit and Janesville

Staff introduced the resolution authorizing a mutual cooperation agreement between Rock County and the Cities of Beloit and Janesville for the HUD Healthy Homes – Healthy Kids Lead Hazard Control Program.

NOW THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors on this ____ day of _____, 2009 hereby enters into a mutual cooperation agreement to administer the 2009 Healthy Homes – Healthy Kids Lead Hazard Control Program Grant with the Cities of Beloit and Janesville; and,

BE IT FURTHER RESOLVED, that the County Administrator is authorized to sign the respective Cooperation Agreement on behalf of the County of Rock.

Supervisor Owens moved the above resolution; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 4, No – 0, and Absent – 1).**

J. Status of Lead Hazard Control (LHC) Grant Project (ID 0701811)

Mr. Somppi provided a brief update on Lead Hazard Control Grant Project-ID 0701811. No other issues were raised.

There were no Conflict of Interest Statements in regards to these requests.

9. AUGUST 27, 2009 MEETING DATE DISCUSSION

Staff and Committee members agreed upon a 2nd meeting for the month of August, as there are a few items of business needing action. This meeting will take place on Thursday, August 27, 2009 at 8:30 a.m. in the 2nd floor Conference Center of the Courthouse.

10. **ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:50 A.M.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, August 27, 2009 at 8:30 AM.**

Prepared by: Cheryl Martin - Acting Secretary