



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY January 24th, 2019 – 8:00 A.M.
COURTHOUSE CONFERENCE ROOM Second Floor
ROCK COUNTY COURTHOUSE
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, January 24th, 2019 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Phil Owens, Wes Davis, Mary Mawhinney, Wayne Gustina. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Senior Planner), Kurt Wheeler (Planner III), Michelle Schultz (Real Property Lister/LIO), Jen Borlick (GIS Manager), and James Otterstein (Economic Development Manager).

Others Present: Jack Austin, Jim Thorpe, Chris Wistrom, Jeff Kramer

2. **ADOPTION OF AGENDA**

Item added to agenda 7A (Rock Ready Index). Moved by Supervisor Gustina, Seconded by Supervisor Davis. Adopted (5-0).

3. **MEETING MINUTES – JANUARY 10TH, 2019**

Item # A (McNall) amended to read that the original motion was approved as amended Motion made by Supervisor Mawhinney, Seconded by Supervisor Owens to accept the January 10th meeting minutes as amended. APPROVED (5-0)

4. **CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS**

Jennifer Borlick invited the Committee to attend a Surveyor's presentation regarding the legacy of the public survey system in Wisconsin that will be given in La Fayette County. Link to event to be forwarded to Committee members.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

A. **Action Item:** Public Hearing Shoreland Conditional Use Permit – Wistrom Parcel 6-8-123.02, 3276 N. Crystal Springs Rd. Town of Janesville.

Motion to go into Public hearing made by Supervisor Mawhinney, Seconded by Supervisor Davis. Time In: 8:05 am.

Mr. Baker gave an overview of the project followed by a presentation by the consultant for the applicant of the particulars associated to the permit request. Discussion followed.

Two citizens, Jack Austin and Jim Thorpe spoke to encourage the approval of the project.

Motion to go out of Public Hearing made by Supervisor Owens, Seconded by Supervisor Mawhinney. Time Out: 8:25 am.

- B. **Action Item:** Approve, Approve with Conditions or Deny Shoreland Conditional Use Permit - Wistrom, Parcel 6-8-123.02 3276 N. Crystal Springs Rd. Town of Janesville.

Moved by Supervisor Mawhinney to approve with conditions, Seconded by Supervisor Gustina. Discussion followed. The primary point of discussion was whether or not the dredging of the pond was an appropriate permitted use in the Shoreland-Wetland District. This property is unique because the impounded pond has been in place since the late 1800s according to information provided by the applicant. The recommended conditions of approval were revised by the Committee prior to final approval.

An Amended Motion was made by Chair Sweeney, and Seconded by Supervisor Mawhinney to remove the period from Condition # 7 and add the text "Including a Stormwater/Erosion Control Permit be obtained from the Rock County Land Conservation Dept. Passed (5-0).

An additional amendment was made to Condition 1B by Supervisor Mawhinney, Seconded by Chair Sweeney to read 770' instead of 772 and 768' instead of 767. Passed (5-0).

The original Motion was approved (5-0).

Conditions:

1. Considering the location within the Shoreland-Wetland District, in order to enhance wetland values and improve wildlife habitat the physical design of the pond shall revised prior to construction to be substantially consistent with the design standards found in the Natural Resources Conservation Service (NRCS) design document "Shallow Water Areas for Wildlife – Wisconsin Job Sheet 628." Specifically:
 - a. The plan sheet titled "Figure A. Pond Enhancement Plan" dated 1/14/2019, shall be revised to reflect the maximum allowed depth approved in Condition 1.b and 1.c. below. All proposed depths shall be relative to the maximum water elevation dictated by the outlet control structure. Doing so will provide a benchmark for the contractor and avoid confusion regarding the relative depth of dredging. (i.e. the planned dredged depth should not be construed as relative to current ground elevation).
 - b. The depth in any area of the pond (shaded blue on the Enhancement Plan Sheet) shall not exceed four feet as determined by the lowest elevation of the pond and the maximum elevation of the adjustable outlet structure. For example, assuming that maximum water elevation determined by the outlet structure construction is 776', the bottom of the pond shall be no deeper than ~~772'~~ 770' of the current plan

- to have the deepest portions at an elevation of around 767' 768' (based on the proposed cross section) shall be revised.
- c. The depth in any area shown as proposed wetland scrape (shaded green on the Enhancement Plan Sheet) shall range from zero to two feet as determined by the lowest elevation of the scrape and the maximum elevation of the adjustable outlet structure. The current plan to have the scrape areas up to four feet in depth shall be revised.
 - d. Side slopes shall be a minimum of 8:1 ratio (horizontal: vertical) or flatter where possible based on surrounding topography and the existing berm. Shallow side slopes are beneficial for wildlife, but also offer increased safety for users of the pond.
2. The permit applicant shall submit an additional drawing prior to construction indicating the details of the proposed outlet structure including the proposed elevation of the pipe invert and highest possible water elevation as dictated by the removable boards or slats.
 3. An as built survey shall be provided following construction to document that the project was completed according to the approved plan and the conditions of approval associated with the permit. The survey shall include various ground elevation shots within the project area and the pertinent elevations of the outlet control structure.
 4. The smallest amount of bare ground shall be exposed for as short a time as feasible and re-stabilized in a timely fashion with approved Best Management Practices (BMPs). Temporary BMPs shall be installed to minimize the chance of erosion and sedimentation during the duration of the project.
 5. If dewatering is necessary during construction all discharge shall be in upland areas and treated with BMPs designed to trap sediment.
 6. The project shall be completed according to the approved plans and conditions of approval unless minor revisions are approved in advance by Staff. Significant revisions to the plans will require additional review and action by the Committee.
 7. All other necessary permits or approvals for the project shall be obtained prior to starting work on site including a Stormwater/Erosion Control Permit from the Rock County Land Conservation Department.
 8. This permit expires one year from the date of Committee approval unless approved otherwise.

C. Action Item: Approve, Approve with Conditions or Deny Land Division:

- (2018 078) – Longhenry

Motion to approve with conditions made by Supervisor Gustina with Conditions, Seconded by Supervisor Davis. Approved (5-0)

Conditions:

1. Utility easements shall be placed on lots as requested by utility companies.
2. Note on Final CSM: "No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
3. Dedicate a 33 foot half road right of way along Kennedy Rd. and along Townline Rd. at the discretion of the Town.
4. The Final CSM shall indicate a Triangle Vision Easement extending from points 150 feet from the intersection along each road.

5. Note on Final CSM: "Vision easement shall be kept clear of structures and tall vegetation less than six inches in diameter".
6. Final CSM shall be submitted to and approved by the Agency one year after the preliminary approval.
7. CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

6. **FINANCE**

Action Item:

- A. Committee review of payments
No Payments
- B. Transfers
None

7. **COMMITTEE REPORTS**

- A. Economic Development Rock Ready Index Q4.

Mr. Otterstein reviewed the Q4 2018 Rock Ready Index, a quarterly dashboard report that is compiled and distributed by the Agency. Various statistical references, trends and observations were woven into his remarks. He also highlighted, as well as responded to questions regarding, specific economic and workforce development projects throughout the County. There was discussion. Since it was an information item, there was no Committee action.

Mr. Otterstein provided an overview of the summer 2019 Rock Internship program, which the County and currently three of its departments (e.g. Airport, Planning and Rock Haven) are registered participants. Milestone dates, anticipated outcomes and participation details were highlighted. There was discussion. Since it was an information item, there was no Committee action.

8. **DIRECTOR'S REPORT:**

- A. Mallwood Estates Association Property Dues.

Mr. Baker discussed and asked for direction for the billing the Agency received regarding three lots owned by Rock County within the Mallwood subdivision.

The Committee suggested researching the issue with the Mallwood Estates Association regarding the billing and potential sale of property to adjacent owners.

9. **ADJOURNMENT**

Supervisors Gustina and Owens moved and seconded to adjourn the Committee at 9:38 a.m. All in Favor (5-0).

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

February 14, 2019 (8:00 am)

February 28, 2019 (8:00 am)

March 7, 2019 (8:00 am)

March 21, 2019 (8:00 am)