



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, JULY 25, 2013 - 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, July 25, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, and Phil Owens. Supervisor Marilyn Jensen arrived at 8:02 a.m. Supervisor Gustina was not in attendance.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/County Zoning Administrator), David Somppi (Community Development Manager) and Steve Schraufnagel (Acting Secretary).

Others Present: Jo Miller (Center Township), Steve Lathrop (Combs & Assoc.) and Randy Terronez (Assistant County Administrator).

**2. ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda with the elimination of Item 7B; Supervisor Mawhinney seconded. **ADOPTED 3-0.**

**3. MEETING MINUTES – JULY 11, 2013**

Supervisor Mawhinney moved the approval of the July 11, 2013 Committee minutes. Supervisor Owens seconded the approval of the minutes. **APPROVED 4-0**

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

Mr. Byrnes brought the Committee up-to-date on the fill issue discussed at the last meeting.

Mr. Byrnes stated that Mr. McConnell has removed some of the fill that was placed along Terwilliger Road in Clinton Township. The County Surveyor has gone to the site to determine the amount of fill that remains. That will determine the type of shoreland permit required. Staff will continue to monitor the situation.

Chair Sweeney thanked Mr. Byrnes for accepting the Acting Director role in managing the Planning Department.

5. **CODE ADMINISTRATION & ENFORCEMENT**

**Action Item:** Preliminary Land Division Approval

**LD 2013 017 (Center Township) – Bernard Stibbe**

Supervisor Mawhinney made a motion to approve LD 2013 017 with conditions; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions:

1. 33' half road right-of-way (ROW) dedicated along W. Townsend Rd. in front of Lot 1 at the discretion of the Town of Center.
2. Show well and septic locations for existing structures on Lot 1.
3. Existing structures shall meet setback regulations.
4. Note 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".
5. The proposed lot lines must include the private sewage system area with the building that utilizes the system.
6. Final CSM to be submitted to and approved by the Planning and Development Agency on or before 7/25/14.
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.

**LD 2013 022 (Center Township) – Craig Daun**

Supervisor Jensen made a motion to approve LD 2013 022 with conditions; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions:

1. 33' half road right-of-way (ROW) dedicated along N. Roherty Rd. in front of Lot 1 at the discretion of the Town of Center.
2. Show well and septic locations for existing structures on Lot 1.
3. Existing structures shall meet setback regulations.

4. Note 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".
5. The proposed lot lines must include the private sewage system area with the building that utilizes the system.
6. Final CSM to be submitted to and approved by the Planning and Development Agency on or before 7/25/14.
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.

**LD 2013 023 (Bradford Township) – Willis Abeggien**

Supervisor Jensen made a motion to approve Ld 2013 023 with conditions; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions:

1. 33' half road right-of-way (ROW) dedicated along E. Creek Rd. in front of Lot 1 & 2 at the discretion of the Town of Bradford.
2. Acceptable soil and site evaluation report received on Lots 1 & 2.
3. Utility easements put on lots as requested by utility companies.
4. Wetlands to be delineated and shown on Final Map.
5. A "Building Site Plan" shall be submitted to and approved by the Agency.
6. Components of FEMA Floodplain (Floodway & Floodfringe ) shall be shown on Final Map.
7. Final CSM to be submitted to and approved by the Planning and Development Agency on or before 7/25/14.
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.

**6. FINANCE**

**Action Item: Department Bills/Encumbrances/Amendments/Transfers**

Supervisor Owens made a motion to approve the payment of the bill; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

7. **HOUSING & COMMUNITY DEVELOPMENT**

**Action Item:** Project ID 07064D-1, 07065D-1, 07066D-1, & 07067D-1.

Supervisor Jensen made a motion to combine these 4 projects into one; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Mr. Somppi explained to the Committee the purpose for these \$600 charges. It provides clearance testing for 4 projects that may have disturbed painted surfaces for lead during a rehab of each site in 2012. Each project is for \$600 for a total of \$2400.

Supervisor Mawhinney made a motion to approve projects ID 07064, 07065, 07066 and 07067; Seconded by Supervisor Sweeney. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

8. **COMMITTEE REPORTS**

Mr. Terronez addressed the Committee stating that staff is very close to signing off on the Lead Hazard Grant.

Mr. Byrnes asked the Committee if planning staff should continue work on the 2012 Annual Report. The Committee voiced their support of staff completing that task. They feel the document contains important and relevant information about the Department.

Mr. Byrnes mentioned that staff met with DATCP personnel concerning the draft Farmland Preservation Plan. Other than a few recommended changes, the Plan should be approved within the next month or two. Final County Board approval should occur no later than the end of the year if not sooner.

The 208 Water Quality Plan continues on track to a final draft by September or October. That project should also see completion by the end of the year.

9. **Adjournment**

Supervisor Mawhinney moved to adjourn the committee at 8:49 a.m.; second by Supervisor Owens. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, August 8, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary