



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, NOVEMBER 8, 2012 - 8:00 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 8:01 a.m. on Thursday, November 8, 2012 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Phil Owens, Marilyn Jensen (arrived at 8:03 a.m.), and Mary Mawhinney (arrived at 8:05 a.m.).

Planning & Development Staff present: Paul Benjamin (Director), David Somppi (Community Development Manager), Colin Byrnes (Zoning Administrator), Steve Schraufnagel (Acting Secretary), Eugene Dumas (Corp Counsel) and Cheryl Martin (Accountant).

Citizens present: Jo Miller (Center Township), and Marjorie L. Almond.

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda as presented, Supervisor Gustina seconded. **ADOPTED 3-0.**

3. MEETING MINUTES – OCTOBER 25, 2012

Supervisor Gustina moved the approval of the October 25, 2012 Committee minutes; seconded by Supervisor Owens. **APPROVED. 3-0**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. SURVEYOR

A. Action Item: Resolution – Recognizing Don Barnes for his Service to Rock County.

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

6. **CODE ENFORCEMENT**

A. Action Item: Preliminary Approval of Land Divisions

Mr. Byrnes discussed the submitted land division.

- LD 2012 037 (Center Township) – Richard Howell.

Supervisor Gustina made a motion to conditionally approve LD 2012 037; Seconded by Supervisor Owens. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Show septic and well location for existing structures on lot.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before November 8, 2013.
4. 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.
5. 33' ½ ROW along W. Townsend Road at the discretion of the Town of Center.
6. Note of Final Map: "Since Lot 1 contains existing buildings which use an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot maybe restrictive to the replacement of the existing system."

B. Information Item: Board of Adjustment Case for October 31, 2012

Mr. Byrnes explained to the Committee the results of the October 31 Board of Adjustment hearing concerning the Hillmann variance request. Their request to override the Committee's condition of the 40' ½ Road ROW along County Road M was denied. However, a variance was granted to allow the existing agricultural outbuilding within the road right-of-way.

Chair Sweeney mentioned that he attended the hearing and commended Mr. Byrnes on the good job he did arguing the case in the favor of the County Land Division Ordinance.

7. **FINANCE**

Action Item: Department Bills/Encumbrances/Amendments/Transfers

Supervisor Mawhinney moved to approve the bills; second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

8. COMMUNITY DEVELOPMENT

Mr. Somppi described to the Committee the following projects.

A. Action Item: Project ID 020725D1 (\$5,000)

Supervisor Jensen moved to approve Project ID 020725D1; second by Supervisor Gustina. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

B. Action Item: Consideration of Request to Waive Subordination Fee Project ID 020710D1

Mr. Somppi explained to the Committee that Ms. Almond is attempting to open a Home Equality Line of Credit to finish a remodeling project but the bank (BMO) will not extend her the credit unless the Subordination Fees and any wording of such fees are removed from past documents. Staff is recommending approval of this request.

Supervisor Jensen moved to approve the subordination fee waiver; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

9. Strategic & Comprehensive Planning

A. Action Item: Resolution Authorizing Receipt for Additional Funding for the Wisconsin Department of Natural Resources Grant for Beloit Area Sewer Service Area Planning, and Amending the 2012 Planning and Development Agency Budget (To Be Handed out at Committee Meeting).

Supervisor Jensen moved to approve the Resolution; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

10. DIRECTORS REPORT

- **Farmland Preservation Planning** – The Technical Committee met last week without a quorum but discussion ensued concerning the draft plan. The next meeting is scheduled for November 20.
- **County Engineer** – Interviews will be held shortly and hopefully will have someone hired before the end of the year.

- **Village of Orfordville – CDBG Grant** – 7 applications have been submitted. There will be an open house on Monday, November 12 at the Orfordville Village Hall.
- **Contracting for Housing Inspections** – Interviews will be held this Monday. The Department has received an extension from DOA for the Edgerton project.

11. COMMITTEE REPORTS

There were no committee reports at this time.

12. Possible Executive Session: Per Section 19.85(1)(g), Wis. Stats., to Confer with Legal Counsel Regarding Pending Litigation.

Mr. Dumas explained the nuances of going into closed session. The Staff Committee will have final approval of any decision made by this Committee.

Supervisor Mawhinney moved to go into Executive Session; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

Supervisor Mawhinney moved to go out of Executive Session; second by Supervisor Owens. All in favor – **Approved (Yes – 5, No – 0, Absent – 0)**

13. ADJOURNMENT

Supervisor Jensen moved to adjourn the committee at 9:44 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, December 13, 2012 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary