



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, February 25, 2016 - 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 8:01 a.m. on Thursday, February 25, 2016 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Wes Davis, Wayne Gustina, Jason Heidenreich, Mary Mawhinney – QUORUM PRESENT.

Planning & Development Staff Present: Colin Byrnes (Director Planning and Development), Kurt Wheeler (Planner III, Acting Secretary). Cheryl Martin (Planning Services Coordinator), Michelle Schultz (Real Property Lister).

Others Present: Dennis Blaser, County Board Chairman; Russ Podzilni, Joseph Van Ruyven

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, seconded by Supervisor Davis. ADOPTED (5-0)

3. **MEETING MINUTES – January 28, 2016**

Motion made by Supervisor Mawhinney to accept the January 28, 2016 meeting minutes, seconded by Supervisor Heidenreich. APPROVED (5-0)

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

None

5. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Action Item:**

Preliminary Land Division Approval

LD 2015 042 (Newark Township) – Robert Knutson

Moved by Supervisor Gustina, Seconded by Supervisor Mawhinney.
Approved with conditions (5-0)

Conditions:

- 33 ½' road right of way to the Town of Newark at their discretion along S. Merlet Rd. and Brandherm Rd.
- Indicate well and septic locations on Final CSM.
- All structures shall meet setback requirements.
- Note on Final CSM: Since Lot 1 contains existing buildings which utilize an existing private sewer system, no soil evaluation on the lot was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing systems."
- An acceptable soil and site evaluation report received from the Rock County Health Dept. on proposed lot 2.
- Final CSM shall be submitted to the Rock County Planning and Development Agency within 1 year of Preliminary approval.
- If applicant is not creating a buildable lot 2, then a note on final CSM indicating "No building which produces wastewater allowed on lot"

LD 2015 081 (Plymouth Township) – Delford West

Moved by Supervisor Mawhinney. Seconded by Supervisor Heidenreich.
Approved with conditions (5-0)

Conditions:

- Dedicate a minimum of a 40' half road right of way to the County of Rock along CTH H.
- No soil evaluation on the lot was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing systems."
- Show well and septic locations on final CSM.
- Note on Final CSM: Since Lot 1 contains existing buildings which utilize an existing private sewer system, no soil evaluation on the lot was required at the time of this survey. However, soils on the lots may be restrictive to the replacement of the existing systems."

- Thirty foot wide Drainage Easement to be located on Lot 1 in natural drainage swales (from West and North property lines).
- Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of preliminary approval.
- CSM's subject to local approval shall be recorded with the Register of Deeds within 6 months from the last approval.

LD 2016 001 (Avon Township) – Dennis Blaser

Moved by Supervisor Gustina. Seconded by Supervisor Mawhinney.
Approved with conditions (5-0)

Conditions:

- Dedicate a minimum of a 33' road right of way along W. Avon North Townline road at the discretion of the Town.
- Note on Final CSM: "No buildings which produce wastewater are allowed on lot 1 until acceptable means of wastewater disposal are approved by the necessary government agencies"
- Final CSM shall be submitted to and approved by the Planning and Development Agency within 1 year of preliminary approval.
- CSM's subject to local approval shall be recorded with the Register of Deeds within 6 months from the last approval.

6. FINANCE

A. Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances.

Motion to approve the departmental bills made by Supervisor Mawhinney, Seconded by Supervisor Gustina. Discussion followed. All in favor - APPROVED (5-0)

7. COMMUNITY DEVELOPMENT

A. Action Item: Citizen Grievance CDBG Program – Joseph Van Ruyven

Moved by Supervisor Gustina, Seconded by Supervisor Heidenreich to discuss.

Motion amended to Deny by based on staff documentation (highlighted) by Supervisor Gustina, Seconded by Supervisor Heidenreich. Passed (4-1)

- B. **Action Item:** Rock County Policies and Procedures HOME, CDBE AND LEAD HAZARD CONTROL GRANTS document amendment for Change Orders.

Moved by Supervisor Gustina, Seconded by Supervisor Heidenreich. Passed (5-0)

8. **COMMITTEE REPORTS**

None

9. **DIRECTOR'S REPORT**

- A. Mr. Byrnes and Ms. Martin discussed the City of Edgerton CDBG Housing Rehabilitation Projects.
B. Mr. Byrnes updated the committee on the Rock County Surveyor position.

10. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 9:43 a.m. Seconded by Supervisor Davis. ADOPTED by acclamation.

Respectfully Submitted, by Kurt Wheeler, Acting Secretary

These Minutes are not official until approved by Committee.

Future Meetings/Work Sessions

March 10, 2016 (8:00 am)
March 24, 2016 (8:00 am)
April 14, 2016 (8:00 am)
April 28, 2016 (8:00 am)