



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY SEPTEMBER 22, 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 8:00 a.m. on Thursday, September 22nd, 2016 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Jason Heidenreich, Wes Davis, Mary Mawhinney. Supervisors Absent: Wayne Gustina. QUORUM PRESENT.

Planning & Development Staff Present: Andrew Baker (Senior Planner/ Zoning Administrator), Kurt Wheeler (Planner III/Acting Secretary) Cheryl Martin (Planning Services Coordinator) and Brad Heuer (Rock County Surveyor).

Others present: Ron Combs

2. **ADOPTION OF AGENDA**

**Moved** by Supervisor Mawhinney, to adopt agenda. **Seconded** by Supervisor Heidenreich. ADOPTED (4-0)

3. **MEETING MINUTES – August 25, 2016**

**Motion** made by Supervisor Mawhinney to accept the September 8th, 2016 meeting minutes, **Seconded** by Supervisor Heidenreich. APPROVED (4-0)

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

None

5. **CODE ADMINISTRATION & ENFORCEMENT**

- A. **Discussion Item:** Land Division Review and Action Procedure – Scheduling of P&D Committee action as it relates to Town and City/Village review and action.

Mr. Baker explained our current review process and discussed with the committee options for procedural adjustments related to extra-territorial review timelines as they relate to the Planning Department's scheduling of land divisions and placement on future agendas.

- B. **Action Item:** Land Division Review & Approval LD2016 032 (Beloit Township) – Daniel Griinke

**Moved** by Supervisor Mawhinney, **Seconded** by Supervisor Heidenreich with conditions. **Approved** (4-0)

Conditions:

- 1) Utility easement(s) shall be placed on lots as requested by utility companies (if applicable)
- 2) Note on Final CSM: "No buildings which produce wastewater allowed on Lot 2 unless acceptable means of wastewater disposal is approved by the necessary governmental agencies."
- 3) Note on Final CSM: "Lot 2 contains existing buildings which utilize an existing private sewage system at the time of this survey, however, soils on the lot may be restrictive to the replacement of the existing system".
- 4) Proposed lot lines shall include the POWTS area with the building that utilizes the system.
- 5) Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 6) CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

C. **Action Item:** Land Division Review & Approval LD2016 037 (Janesville Township) – Thomas Busfield.

**Moved** by Supervisor Heidenreich, **Seconded** by Supervisor Mawhinney with conditions. **Approved** (4-0).

Conditions:

- 1) Utility easement(s) shall be placed on lots as requested by utility companies (if applicable)
- 2) Note on Final CSM: "No buildings which produce wastewater allowed on Lot 2 unless acceptable means of wastewater disposal is approved by the necessary governmental agencies."
- 3) Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey, however, soils on the lot may be restrictive to the replacement of the existing system".
- 4) Proposed lot lines shall include the POWTS area with the building that utilizes the system.
- 5) Indicate existing drainage easement on the final CSM.
- 6) Final CSM shall be submitted to and approved by the Agency one year after 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.

D. **Action Item:** Land Division Review & Approval LD2016 038 (Janesville Township) – Gaylen Reilly

**Moved** by Supervisor Mawhinney, **Seconded** by Supervisor Heinrich with conditions. **Approved** (4-0)

Conditions:

- 1) Utility easement(s) shall be placed on lots as requested by utility companies (if applicable)
- 2) Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing private sewage system at the time of this survey, however, soils on the lot may be restrictive to the replacement of the existing system".
- 3) Proposed lot lines shall include the POWTS area with the building that utilizes the system.
- 4) County Hwy H in this area is not access controlled, however access to the remaining south of Marsh Creek may be limited due to site distance or terrain. An access easement should be considered through Lot 1.
- 5) Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 6) 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**

A. Committee Review of payments.

None at this time.

B. Transfers

None at this time

7. **Corporate Planning**

A. **Action Item:** Set November and December P&D Committee Meeting dates.

**Moved** by Supervisor Mawhinney, **Seconded** by Supervisor Heidenreich to schedule November 10<sup>th</sup> as a meeting date, if needed and also December 15<sup>th</sup>, if needed.

**Approved** (4-0)

8. **COMMITTEE REPORTS**

None.

9. **DIRECTORS REPORT**

Mr. Baker discussed the upcoming Shoreland Ordinance public hearing and subsequent County Board adoption process. Discussion followed.

Mr. Baker discussed Mr. Byrnes' attendance at the recent Rock County Towns Association meeting hosted by Town of Johnstown.

Mr. Baker also shared information he obtained from a recent WCCA regional meeting where Board of Adjustment duties and procedures were discussed. Discussion followed.

Ms. Martin reviewed with the Committee a previously discussed amendment to the Housing Program consultant contract.

10. **ADJOURNMENT**

**Motion** to Adjourn made by Supervisor Heidenreich, **Seconded** by Supervisor Davis.  
**Passed (4-0)**. Time: 8:42 a.m.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

**Future Meetings/Work Sessions**

October 13, 2016 (8:00 am)  
October 27, 2016 (8:00 am)  
November 10, 2016 (8:00 am) if needed  
December 15, 2016 (8:00 am) if needed