



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JUNE 12, 2014 - 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, June 12, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Wayne Gustina, Wes Davis, and Jason Heidenreich.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/Zoning Administrator), Steve Schraufnagel (Acting Secretary), David Somppi (Community Development Manager), Jennifer Borlick (GIS Manager), Travis Bangert (GIS Intern) and Cheryl Martin (Accountant).

Other County Staff: Jason Houle (Rock County Surveyor).

Citizens present: Kurt Reynolds

2. ADOPTION OF AGENDA

Supervisor Gustina moved to adopt the agenda with the addition of Housing Service Contract under Directors Report; Supervisor Mawhinney seconded the motion to approve the agenda as amended. **Approved 5-0.**

3. MEETING MINUTES – MAY 22, 2014

Supervisor Gustina moved the approval of the May 22, 2014 Committee minutes. Supervisor Mawhinney seconded the approval of the minutes. **APPROVED 5-0.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

Ms. Borlick, GIS Manager introduced Travis Bangert as the new intern.

5. CODE ADMINISTRATION & ENFORCEMENT

A. Action Item: Preliminary Land Division Approval

Mr. Byrnes reviewed the Land Division with the Committee.

- LD 2014 025 (Porter Township) Carol Miller

Supervisor Gustina made a motion to approve with conditions LD 2014 025;
Seconded by Supervisor Davis. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. Require an Agricultural Deed restriction for the remaining acreage.
2. Existing structures shall meet setback requirements.
3. 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. Soils on the lot may be restrictive to the replacement of the existing system.”
4. Show septic and well locations on Final Plat.
5. Final Subdivision Plat to be submitted to and approved by the Planning and Development Agency by June 12, 2015.
6. CSM’s that are subject to local approval must be recorded within 6 months of their last approval and 24 months of first approval in an Exclusive Agricultural District.

6. FINANCE

- A. Department Bills/ Encumbrances/Amendments/Transfers

Supervisor Mawhinney made a motion to approve the bills and encumbrances;
Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

7. COMMUNITY DEVELOPMENT

Mr. Somppi reviewed the loan with the Committee.

- A. Action Item: CDBG Small Cities Project – Edgerton (Loan ID 2072D-1) - \$25,050

Supervisor Heidenreich made a motion to approve Loan ID 20733D-1; Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

B. Information Item: Mr. Byrnes gave an overview of the Community Development Program. Reviewing with the Committee the disbursements, program income and uncollectibles.

8. **COMMITTEE REPORTS**

None

9. **DIRECTORS REPORT**

- County Farmland Preservation Plan/Town Zoning Ordinance Certification – Mr. Brynes informed the Committee that the staff is holding off final approval of the Farmland Preservation Plan until all the Town Zoning Maps seeking certification in 2014 are deemed consistent with the Preservation Plan Map.
- Service Contract – Housing Program – Mr. Brynes stated that the Department is about to hire an outside contractor to handle Housing projects with potentially the exception of the lead hazard control for a short period of time. HUD is currently reviewing the lead issue and their approval is pending. The Service Contract will be on the next committee agenda.

10. **ADJOURNMENT**

Supervisor Mawhinney moved to adjourn the committee at 8:46 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, June 26, 2014 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary