



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY OCTOBER 13, 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, October 13, 2016 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Jason Heidenreich, Wes Davis and Mary Mawhinney. Supervisors Absent: Wayne Gustina. QUORUM PRESENT.

Planning & Development Staff Present: Colin Byrnes (Planning & Development Director), Cheryl Martin (Planning Services Coordinator), Brad Heuer (Rock County Surveyor) and Bridget Monahan (Planning Intern).

Others present: Kathy Kamp (Wisconsin Partnership for Housing Development), Ron Combs (Combs & Assoc.) and John Sorce

2. **ADOPTION OF AGENDA**

Adoption of the agenda moved by Supervisor Davis, seconded by Supervisor Mawhinney. Director Byrnes asked to move Item 7. Community Development up to follow Item 4. Citizen Participation, Communications, and Announcements. Agenda ADOPTED as amended (4-0)

3. **MEETING MINUTES – September 22, 2016**

Motion made by Supervisor Mawhinney to accept the September 22, 2016 meeting minutes, Seconded by Supervisor Heidenreich. APPROVED (4-0)

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

Director Byrnes introduced new Planning Intern, Bridget Monahan to the Committee. Ms. Monahan's focus will be on updating the land use inventory and other GIS layers based on the spring 2016 orthophoto flight conducted by Rock County.

5. **COMMUNITY DEVELOPMENT**

A. **Community Development Activity Report**

Ms. Kamp provided an update on Lead Hazard Control Grant funds and CDBG Revolving Loan funds and project activity for those funding sources.

B. **Community Development Loans**

- Project ID 71 = \$15,760 (Lead Hazard Control Grant Funds)

Supervisor Mawhinney moved the approval of Project ID 71 in the amount of \$15,760; motion seconded by Chair Sweeney. All in Favor – **APPROVED** (4 – 0)

- Project ID 72 = \$5,600 (Lead Hazard Control Grant Funds)

Supervisor Heidenreich moved the approval of Project ID 72 in the amount of \$5,600; motion seconded by Supervisor Mawhinney. All in Favor – **APPROVED** (4 – 0)

- Project ID 73 = \$9,705 (CDBG-RLF)
- Project ID 73 = \$12,015 (Lead Hazard Control Grant Funds)

Supervisor Mawhinney moved the approval of Project ID 73 in the amount of \$9,705; motion seconded by Chair Sweeney. **APPROVED** (3 [Yes: Mawhinney, Heidenreich, Sweeney] – 1 [No: Davis])

6. CODE ADMINISTRATION & ENFORCEMENT

A. **Public Hearing – Rock County Shoreland Zoning Ordinance Revision**

Supervisor Mawhinney moved to go into Public Hearing at 8:12 am; seconded by Supervisor Heidenreich and the roll call was read. Present: Supervisors Davis, Heidenreich, Mawhinney and Sweeney. Absent: Supervisor Gustina.

Director Byrnes discussed that the Wisconsin Legislature has recently made changes to the laws implementing Shoreland Zoning in Wisconsin through Wisconsin Acts 55, 167, and 391. These revisions to State Law require counties to adopt and implement the amendments in their respective local ordinances. What is being reviewed for recommendation to the County Board is the Planning & Development Agency's revisions to the Rock County Shoreland Zoning Ordinance that are consistent with changes to State Law. These revisions are based on the model ordinance developed by the State of Wisconsin Department of Natural Resources.

Ron Combs questioned the changes to minimum lot size and setbacks as it relates to sewer and unsewered lots.

No other comments from the public were given.

Supervisor Heidenreich moved to close the Public Hearing at 8:20am with a second by Supervisor Mawhinney.

B. **Review and Recommendation to the Rock County Board – Rock County Shoreland Ordinance**

Supervisor Davis questioned whether the revision should include language that speaks to regulating the installation of a private oil pipeline or private manure pipeline.

Supervisor Heidenreich moved to approve and recommend the revisions of the Rock County Shoreland Ordinance to the Rock County Board of Supervisors; seconded by Supervisor Mawhinney. All in favor – **APPROVED** (4-0)

C. Land Division Review

• **LD2016 031 (Janesville Township) – ABC North River Hills**

Moved by Supervisor Heidenreich, Seconded by Supervisor Mawhinney with conditions. All in favor – **APPROVED** (4-0)

Conditions of Approval:

- 1) A note on the final CSM shall state, *“No buildings which produce wastewater are allowed on Lots 1 & 2 until acceptable means of wasterwater disposal are approved by the necessary government agencies.”*
- 2) Utility easements to be located on lots as requested by utility companies.
- 3) Utilities shall be installed prior to the final approval of the CSM.
- 4) A vision easement triangle shall be located at the intersection of Hwy 14 and the new public road extending from a point three hundred feet in each direction along the centerline of Hwy 14 to a point two hundred feet north of the intersection along the centerline of the new public road. The vision easement triangle shall be kept clear of vegetation under six inches in diameter. Trees larger than six inches, if applicable, may remain if trimmed up to eight feet above the ground.
- 5) The CSM shall indicate that access to Lots 1 and 2 is restricted to the new public road.
- 6) The Wisconsin DOT shall approve the new public road access to Hwy 14 and the design and installation of the intersection improvements.
- 7) Construction Site Erosion Control and Storm Water Management Permits shall be obtained from the Rock County Land Conservation Department for the construction of the new road and future development on the property.
- 8) Road construction plans shall be submitted to and approved by the Town of Janesville or another entity working as the Town’s agent. The design shall incorporate the most recent standard road cross-section. The road construction plans shall include a proposed schedule for asphalt pavement and gravel shoulder installation as it relates to the development of lots. The developer shall be responsible for all costs associated with the design and construction of road improvements.

- 9) For consistency with the standards found in the Rock County Address Ordinance and to avoid any unnecessary delay in a situation that requires emergency service response, the portion of the new road that is dedicated as part of this land division shall be named N. Hackbarth Road.
- 10) A temporary turn around shall be constructed at the north end of the new public road.
- 11) The developer shall be responsible for all costs to the Town of Janesville (or other entity working as the Town's agent) associated with the review of road construction plans and on-site inspections during construction.
- 12) The developer shall reimburse the Town of Janesville for the installation of the necessary road signs as included and approved in the road construction plans.
- 13) A performance bond or similar financial instrument shall be provided to the Town of Janesville to provide assurance for the road construction work (e.g. final lifts of asphalt, gravel shoulders, etc.) that is scheduled to be completed after the final approval of the CSM. The amount and duration shall be approved by the Town of Janesville and be released only after final acceptance of the roads by the Town of Janesville.
- 14) Developer shall provide the Town of Janesville as-built plans documenting the construction of the public roads. The level of detail required shall be decided as part of the plan review and approval process.
- 15) Final CDM to be submitted and approved by the Planning and Development Agency within one year of the date of Preliminary Approval by the Planning and Development Committee.
- 16) CSMs subject to local approval shall be recorded with the Register of Deeds within 6 months of the last approval.

- **LD2016 039 (Milton Township) – Van Altena**

Moved by Supervisor Mawhinney, Seconded by Supervisor Heidenreich with conditions. All in favor – APPROVED (4-0).
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Conditions of Approval:

- 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 1 and 3 until acceptable means of wastewater disposal is approved by the necessary governmental agencies.”*
- 3) Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
- 4) CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

7. **FINANCE**

A. **Committee Review of payments.**

Review of payments completed. There was no discussion or questions.

B. **Transfers**

None at this time

8. **COMMITTEE REPORTS**

Chair Sweeney reported on a recent Wisconsin River Rail Transit Commission meeting he attended where the Great Lakes Rail Basin and its potential routes was discussed.

9. **DIRECTORS REPORT**

Director Byrnes reported on the American Planning Association – Wisconsin Annual Fall Planning Conference held in September in Appleton, Wisconsin.

10. **ADJOURNMENT**

Supervisor Davis moved to adjourn the committee at 9:00am; second by Supervisor Mawhinney. ADOPTED by acclamation.

The next meeting of the Planning & Development Committee is scheduled for Thursday, October 27, 2016.

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Future Meetings/Work Sessions

October 27, 2016 (8:00 am)

November 10, 2016 (8:00 am) if needed

December 15, 2016 (8:00 am) if needed