



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY APRIL 13, 2017 - 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, April 13, 2017 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Wes Davis. Mary Mawhinney. Supervisors Gustina and Heidenreich were excused. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning & Development Director), Kurt Wheeler (Planner III/Acting Secretary) and Cheryl Martin (Planning Services Coordinator),

Others present: County Administrator Josh Smith, Ryan Combs (Combs & Assoc.), Lisa Messer, Jeff Messer, Adam Hebb, Adam Hebb Jr, and David Moore.

2. **ADOPTION OF AGENDA**

Adoption of Amended Agenda with Action Item 5C delayed and moved pending the arrival of the applicant.

Moved by Supervisor Mawhinney, **Seconded** by Supervisor Sweeney. ADOPTED (3-0)

3. **MEETING MINUTES – FEBRYARY 9, 2017**

Motion made by Supervisor Mawhinney to approve (with changes) and accept corrected February 23, 2017 meeting minutes. **Seconded** by Supervisor Davis. APPROVED (3-0)

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

None

5. **CODE ADMINISTRATION AND ENFORCEMENT**

A. **Action Item:** Public Hearing – Amending the Janesville Area Point Source Water Quality Management Plan

Moved by Supervisor Mawhinney, to go into Public Hearing at 8:04 am **Seconded** by Supervisor Davis.

Mr. Byrnes explained the process and status of the Janesville Area Point Source Water Quality Management Plan Amendment. Discussion followed. There were no public comments.

Motion made by Supervisor Mawhinney to go out of Public Hearing, **Seconded** by Supervisor Davis. Time 8:11 am.

B. Action Item: Review and Approval of Amendment to the Janesville Area Point Source Water Quality Management Plan.

Supervisor Mawhinney **Moved** to approve the Amendment, **Seconded** by Supervisor Davis. APPROVED (3-0)

C. Action Item: Appeal of Denial to Issue a Building Site Permit under a Memorandum of Agreement with the Town of Fulton – Adam Hebb

Mr. Byrnes explained the situation regarding the proposed lot along with the history surrounding the designations of Private Park and Out Lot. Mr. Hebb gave an overview of the proposed development of the lot to the Committee. Discussion followed.

Dave Moore, attorney for the neighbors cited ordinance language that supported the denial of the appeal.

Motion by Supervisor Mawhinney to deny the appeal and follow Staff Recommendations of either applying to Rock County Board of Adjustment on Appeal or submitting a Land Division incorporating the Applicant's proposal. This will allow the Town of Fulton and Rock County an opportunity to formally accept or deny the proposal. **Seconded** by Supervisor Sweeney. Appeal DENIED (3-0)

D. Action Item: Request for Refund of Board of Adjustment Application Fee – John & Jennifer Bailey

Mr. Byrnes explained the case history of the land locked lot and subsequent timeline of the variance request and withdrawal by the Applicant. Discussion followed.

Supervisor Mawhinney made a **Motion** to deny the refund. Discussion followed. **Seconded** by Supervisor Davis. Request for refund DENIED (3-0)

E. Action Item: Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Divisions:

- **2017 007 (Beloit Township) – Town of Beloit**

Motion to approve with conditions made by Supervisor Mawhinney, **Seconded** by Supervisor Davis. Approved (3-0)

Conditions:

- 1) Utility easements shall be placed on lots as requested by utility companies (where applicable).
- 2) Note to be included on final CSM: No buildings which produce wastewater are allowed on lot1 until acceptable means of water disposal are approved by the necessary governmental units.
- 3) Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
- 4) The Rock County Treasurer shall certify that property taxes have been paid prior to final approval by the agency.
- 5) CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within six months of the last approval.

- **2017 008 (Fulton Township) – Farrington**

Motion to approve with conditions made by Supervisor Mawhinney, **Seconded** by Supervisor Davis. Approved (3-0)

Conditions:

- 1) Utility easements shall be placed on lots as requested by utility companies (where 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) Dedicate 40 foot half road right of way along CTH F.
- 4) The parent parcel is currently zoned AE by the Town of Fulton. Based on the proposed size of lot 1, a rezone is required.
- 5) The final CSM shall be submitted to and approved by the agency within one year after preliminary approval.
- 6) CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within six months of their last approval.

- **2017 009 (Porter Township) – RPF Trust**

Motion to approve with conditions made by Supervisor Mawhinney, **Seconded** by Supervisor Davis. Approved (3-0).

Conditions:

- 1) Dedicate a minimum of 33 ft. half road right of way along N. Cassidy Rd. at the discretion of the Town of Porter.
- 2) A conservation easement shall be identified and delineated on the final CSM in the areas of slope exceeding 16% and/ or kettle /depressional topography. All building and land disturbance is prohibited in these areas.
- 3) Complete conservation easement language shall be supplied by the Planning and Development Agency.
- 4) Utility easements shall be placed on lots as requested by utility companies.
- 5) Note on final CSM: No buildings which produce wastewater are allowed on Lot 1 until acceptable means of wastewater disposal is approved by the necessary governmental agencies.
- 6) Comply with the Town of Porter Base Farm Tract and other restrictions related to the zoning change and land division.
- 7) Final CSM shall be submitted to and approved by the agency within one year after preliminary approval.
- 8) CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within six months of their last approval.

6. FINANCE

A. Committee Review of Payments

The committee reviewed all current payments.

B. Information Item: Committee Review of 2016 4th Quarter Budget-to-Actual Report

The report was reviewed and discussed by Committee and Staff.

C. Action Item: Transfers

There were no Transfers.

7. COMMUNITY DEVELOPMENT

A. Action Item – Appeal of Denial of a Subordination Request – Loan ID 020124D1

Moved by Supervisor Davis to concur with Staff Recommendation to deny as the Appeal does not meet the Loan to Value criteria found in the Housing Policy & Procedure Manual , Seconded by Supervisor Mawhinney. Discussion followed. Denied (3-0)

B. Action Item - Change Order: Loan ID 020204D1 = +1,195

Moved to approve change order by Supervisor Mawhinney, Seconded by Supervisor Davis. Approved (3-0)

C. Action Item - Change Order: Loan ID 020196D1 = +2,800

Moved to approve change order by Supervisor Mawhinney, Seconded by Supervisor Davis. Approved (3-0)

D. Information Item - Change Order: Loan ID 020206D1 = +870

The change order was discussed by Staff and Committee.

8. COMMITTEE REPORTS

None at this time.

9. DIRECTORS REPORT

A. City of Janesville Landfill Expansion

Mr. Byrnes discussed the expansion of the City of Janesville Landfill with the Committee.

Supervisor Mawhinney asked if we could get a letter in writing from the City of Janesville stating that they would not further develop the landfill towards county property to the north.

B. Affirmatively Furthering Fair Housing Plan

Mr. Byrnes explained there may be a possibility the County will be required to be a Plan participant. Additional information in the coming weeks will clarify that potential.

C. Semi-Annual Report – Attendance at Convention/Conferences exceeding a cost of \$1,000 per event, per employee.

The reports were submitted by the departments and discussed.

D. Administrative Quarterly Report

Mr. Wheeler provided an overview of the Administrative Quarterly Report to the Committee.

10. **ADJOURNMENT**

Supervisor Mawhinney **Moved** to adjourn the committee at 9:50 am; **Seconded** by Supervisor Davis. All in favor (3-0).

Respectfully Submitted – Kurt Wheeler, Acting Secretary

These minutes are not official until approved by committee.

Future Meetings/Work Sessions

May 11, 2017 (8:00 am)
May 25, 2017 (8:00 am)
June 8, 2017 (8:00 am)
June 22, 2017 (8:00 am)