



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY SEPTEMBER 28, 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, September 28, 2017 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Wes Davis. Jason Heidenreich, Mary Mawhinney, Wayne Gustina. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Sr. Planner), Kurt Wheeler (Planner III/Acting Secretary), County Surveyor; Brad Heuer, Jennifer Borlick; GIS Manager, Sandy Disrud; Register of Deeds and Michelle Schultz; Real Property Lister.

Others present: Ron Combs.

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, **Seconded** by Supervisor Davis to approve agenda.
Adopted (5-0)

3. **MEETING MINUTES – AUGUST 24, 2017**

Motion made by Supervisor Mawhinney to approve the meeting minutes from August 24, 2017;
Seconded by Supervisor Davis.
Approved (5-0)

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

Ron Combs asked for clarification on a previous decision of the Committee. Discussion followed. Supervisor Davis made a motion to reconsider. After a discussion on procedure, the motion was withdrawn with the Committee instructing staff to place the matter of reconsideration on the next Planning and Development meeting in October. Mr. Baker will discuss with Corporation Council on procedural issues.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

- A. Review and Preliminary Approval, Preliminary Approval with Conditions or Denial of Land Divisions:

▪ **2017 045 Mark and Pauline Heffel**

Motion to approve with conditions made by Supervisor Gustina; **Seconded** by Supervisor Heidenreich. Mr. Baker followed up on the recommendation that was included in the packet, which was written prior to action by the Town of Newark. Action on the zoning change and land division was tabled by the Town Planning and Zoning Committee to gather more information. However, at the next meeting, the Town Board took action to approve with conditions. It is staff's understanding that the Town Planning and Zoning Committee is looking into whether this procedure may put the Town in jeopardy for a legal challenge from the neighbors. Officially, the decision is still tabled at the P&Z level at the Town. After discussion, a Motion to Postpone until the Town of Newark Planning and Zoning Committee has met again and made a decision of how to proceed with this Land Division was made by Supervisor Mawhinney, Seconded by Supervisor Davis (Passed 5-0).

▪ **2017 046 (Milton Township: Frederick Farms)**

Motion to approve with conditions made by Supervisor Mawhinney; **Seconded** by Supervisor Gustina. APPROVED (5-0).

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Dedicate road right of way as indicated on the preliminary CSM at the discretion of the Town (where applicable).
3. Note on Final CSM: "Lot 1 contains existing buildings which utilize an existing 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 POWTS area with the buildings that utilize the system.
5. 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 6 months of the last approval.

▪ **2017 049 (Milton Township: Arthur Donaldson)**

Motion to approve with conditions made by Supervisor Mawhinney; **Seconded** by Supervisor Gustina. APPROVED (5-0).

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Note on Final CSM: "No buildings that produce wastewater allowed on lots 1 and 2 until acceptable means of waste water disposal are approved by the necessary governmental units.

3. Note on Final CSM INDICATING NO ACCESS ALONG Hwy 26 frontage on each lot. Proposed lot lines shall include POWTS area with the buildings that utilize the system.
4. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
5. CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

6. **FINANCE**

- A. Committee Review of Payments
None.
- B. Transfers
None.

7. **COMMITTEE REPORTS**

None at this time.

8. **DIRECTORS REPORT**

A.) Wisconsin Land Information Program.

Ms. Schultz, Ms. Borlick, and Ms. Disrud presented an overview of the Wisconsin Land Information Program in Rock County. Discussion followed with Chair Sweeney asking Ms. Schultz and Ms. Borlick to present the same presentation to the Wisconsin Towns Association next meeting.

B). November and December Committee meeting times and dates.

Dates and times of November and December Planning and Development meetings will be discussed at the first October meeting.

9. **ADJOURNMENT**

Supervisors Gustina and Davis **Moved** and **Seconded** to adjourn the Committee at 9:20 am. All in favor (5-0).

Respectfully Submitted – Kurt Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

October 12, 2017 (8:00 am)
October 26, 2017 (8:00 am)
November Meeting TBD
December Meeting TBD