



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, APRIL 23, 2015 - 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 23, 2015 at the Rock County Courthouse. Vice-Chair Mawhinney presided. Supervisors present: Jason Heidenreich, Wes Davis, and Wayne Gustina. Supervisors absent: Chair Alan Sweeney. Quorum Present.

Planning & Development Staff Present: Colin Byrnes (Acting Planning Director) and Kurt Wheeler (Acting Secretary).

Citizens Present: Keith Kapa and Dan Spencer.

2. **ADOPTION OF AGENDA**

Supervisor Gustina and Heidenreich moved the approval of the agenda. **Adopted (4-0).**

3. **MEETING MINUTES – APRIL 9, 2015**

Supervisors Heidenreich and Gustina moved the approval of the minutes of the April 9, 2015 meeting with the following addition of text to Item 6.B. Paragraph 4, line 4: "of aggregate". All in favor – **Approved as amended (4-0).**

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

None

5. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Public Hearing Shoreland Conditional Use Permit – Keith Kappa**

Supervisor Gustina moved to go into Public Hearing at 8:22 a.m.; seconded by Supervisor Davis. Roll Call – Present: Davis, Gustina and Mawhinney; Absent: Sweeney.

Applicant Keith Kapa described the history of the development of this parcel and additional information was provided to the Committee by Director Byrnes. Discussion followed.

Moved by Supervisor Davis, seconded by Supervisor Gustina to go out of Public Hearing at 8:32 a.m. Roll Call – Present: Davis, Gustina and Mawhinney; Absent: Sweeney

**B. Shoreland Conditional Use Permit Approval – Keith Kappa**

Moved by Supervisor Heidenreich, with the Condition that the future CSM be approved by the Committee, Seconded by Supervisor Davis. All in favor – **APPROVED (Yes – 4, No – 0, Absent – 1)**

**C. Request to Reduce Shoreland Conditional Use Permit Application Fee – Keith Kappa**

Director Byrnes explained the rationale in Approving or Denying the reduction in fees. Mr. Kapa explained the issues with the original violation that required a doubling of the fees.

Motion to Deny made by Supervisor Heidenreich, Seconded by Supervisor Gustina. **APPROVED (Yes – 4, No – 0, Absent – 1)**

**D. Preliminary Land Division Approval**

- **LD 2015 010 (Porter Township) – Morris & Ryan Nelson**

Moved by Supervisor Gustina with Conditions, **Seconded** by Supervisor Davis. **APPROVED (Yes – 4, No – 0, Absent – 1)**

CONDITIONS OF APPROVAL

1. Show Well Location on Final CSM
2. Existing Structures shall meet setback regulations
3. Final CSM shall be submitted to and approved by the Planning and Development Agency.
4. A CSM that is subject to local approval must be recorded within 6 months of their last approval and 24 months of first approval in an Exclusive Ag District.
5. "No building that produces wastewater on lot."
6. If septic system is proposed, then an acceptable soil and site evaluation report shall be received on Lot 1 prior to signing the final CSM.
7. Dedicate, at the discretion of the Town of Porter, a 33" half road right of way along N. Wallin Rd.

- **LD 2015 014 (Newark Township) – Phillip Nass**

Moved by Supervisor Gustina with Conditions, **Seconded** by Supervisor Heidenreich with Conditions. **APPROVED (Yes – 4, No – 0, Absent – 1)**

CONDITIONS OF APPROVAL

1. Parent parcel has access to STH 81 via a separate driveway, or WIDOT approves joint access point on existing driveway.
2. Show existing well and septic locations on final CSM.
3. All structures shall meet setback regulations.

4. Note on final CSM Map: "Since lot 1 contains existing buildings which utilize and existing private sewage system No Soil Test was required on lot at the time of this survey. However, soils on the lot may be restrictive to the replacement of the system.
5. Final CSM shall be submitted to the Planning and Development Agency within one year of Preliminary Approval.

• **LD2015 019 (Newark Township) – Jeff Tucker**

**Moved** by Supervisor Gustina with Conditions, **Seconded** by Supervisor Davis with Conditions. **APPROVED (Yes – 4, No – 0, Absent – 1)**

CONDITIONS OF APPROVAL

1. 33' half road Right of Way dedicated to the public at the discretion of the Town of Newark.
2. Note on Final Map: "Since Lot 2 contains existing buildings which utilize an existing private sewage system, no soil evaluation was required at the time of this survey. However soils on the lot may be restrictive to replacement of the system".
3. Indicate septic and well locations on final map.
4. All structures shall meet setback regulations
5. Indicate on final CSM area of WDNR wetlands as provided by Agency Staff digital data.
6. The final CSM shall be submitted for review and approval to Agency Staff within one year of preliminary approval.

**E. Information Item: Quarterly Report.**

Mr. Wheeler presented the statistics for the first quarter Administrative Report covering the number of Land Divisions, Building Permits

6. **FINANCE**

- A. Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances.

**Moved** by Supervisor Davis, **Seconded** by Supervisor Gustina. **APPROVED (Yes – 4, No – 0, Absent – 1)**

7. **CORPORATE PLANNING**

- A. Resolution in Opposition to Freezing the Knowles-Nelson Stewardship Program Fund

**Moved** by Supervisor Davis, **Seconded** by Supervisor Gustina. **APPROVED (Yes – 4, No – 0, Absent – 1)**

8. **COMMUNITY DEVELOPMENT**

A. Extinguishing Community Development Mortgage Liens

**Moved** by Supervisor Heidenreich, **Seconded** by Supervisor Gustina. **APPROVED**  
**(Yes – 4, No – 0, Absent – 1)**

9. **COMMITTEE REPORTS**

None

10. **DIRECTORS REPORT**

Mr. Byrnes informed the Committee of upcoming resolutions and meetings that will be addressed in the future as well as informational items.

- A. Farmland Preservation Plan Map Amendment
- B. Board of Adjustment - Shoreland CUP – Traynor Gravel Pit
- C. Joint P&D/Housing Authority Meeting
- D. Southern Housing Region

11. **ADJOURNMENT**

Supervisors Gustina and Davis moved to adjourn the committee at 10:06 a.m. **ADOPTED** by acclamation.