



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY AUGUST 9, 2018 – 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, August 9, 2018 at the Rock County Courthouse. Chair Alan Sweeney presided. Supervisors present: Alan Sweeney, Mary Mawhinney, Wayne Gustina, and Phil Owens. Supervisor Davis was excused – QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning and Development Director), Andrew Baker (Zoning Administrator), and Kurt Wheeler (Planner III, Acting Secretary), and Michelle Schultz; Real Property Lister.

Others present: Nathan Lyons, Andrew Wilkins, and Ron Combs

2. **ADOPTION OF AGENDA**

Moved by Supervisor Gustina, Seconded by Supervisor Owens to approve the adoption of the agenda. Adopted (4-0).

3. **MEETING MINUTES – JULY 12, 2018**

Motion made by Supervisor Mawhinney, Seconded by Supervisor Owens to accept the July 12 meeting minutes. APPROVED (4-0)

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

Mr. Byrnes updated the committee on the applicants that have applied for the Planning Services Coordinator position.

5. **CODE ADMINISTRATION AND ENFORCEMENT**

- A. **Action Item:** Public Hearing for a Shoreland Conditional Use Permit 2018 005 – Landscaping Project at 2533 S. Natures Ridge Rd. (Beloit Township), Applicant Nathan Lyons

Moved by Supervisor Mawhinney, Seconded by Supervisor Gustina to go into Public Hearing. Time: 8:04 am. (4-0)

No public Comments.

Moved by Supervisor Owens, Seconded by Supervisor Mawhinney to close Public Hearing. Time: 8:05 am.

- B. **Action Item:** Review and Approval, Approval with Conditions or Denial of Shoreland Conditional Use Permit 2018 005 – Landscaping Project at 2533 S. Natures Ridge Rd. (Beloit Township), Applicant Nathan Lyons
Mr. Baker described the project and Mr. Lyons answered questions pertaining to the project to the Committee.

Motion to Approve with Conditions made by Supervisor Owens, Seconded by Supervisor Gustina. Approved (4-0).

- C. **Action Item:** Public Hearing for a Rock County Agricultural Preservation Plan 2013 Update Map Amendment
Moved by Supervisor Owens, Seconded by Supervisor Gustina to open the Public Hearing at Time: 8:11 am

There were no public comments.

Supervisor Owens Moved to go out of Public Hearing, Seconded by Supervisor Gustina. Time: 8:15 am.

- D. **Action Item:** Review and Recommendation to the Rock County Board a Rock County Agricultural Preservation Plan 2013 Update Map Amendment.

Moved by Supervisor Mawhinney, Seconded by Supervisor Gustina.
Approved (4-0).

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

- **2018 038 (Porter) – Arnold Farms**

Moved by Supervisor Gustina with conditions, Seconded by Supervisor Owens.
Discussion followed. Approved (4-0)

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
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. Proposed lot lines must include the POWTS area with the building which utilizes the system.
4. The parent parcel is currently zoned AE by the Town of Porter. Based on the proposed size of lot 1, a rezone to AG has been requested, therefore, a recommendation of approval to the P&D Committee is contingent upon Town approval of these changes.
5. Dedicate a 33 foot half road right of way along N. Tolles Rd. at the discretion of the Town of Porter.
6. Final CSM shall be submitted to and approved by the Agency one year after preliminary approval.
7. CSM's subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of their last approval.

- **2018 040 (Harmony Township) – Reed**

Moved by Supervisor Mawhinney with conditions, Seconded by Supervisor Gustina. Discussion Followed. Approved (4-0)

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies where applicable.
2. Note on final CSM: "No buildings which produce wastewater are allowed on lot 1 until acceptable means of wastewater disposal are approved by the necessary governmental agencies".
3. Dedicate a forty foot half road right of way along E. Rotamer Rd. at the discretion of the Town of Harmony.
4. Lot 1 contains kettle/depressional topography which may result in seasonal flooding. Therefore, the final CSM shall include a restriction for no buildings or filling of lot 1 with the exception of the eastern two hundred feet of this lot.
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.

- **2018 042 (Fulton Township) – Kinnett**

Moved by Supervisor Mawhinney with conditions, Seconded by Supervisor Owens. Discussion followed. Approved (4-0).

Conditions:

1. Utility easement(s) shall be placed on lots as requested by utility companies.
2. Sanitary sewer connections shall be approved by the Consolidated Koshkonong Sanitary District.
3. Any new development shall comply with the Rock County Ordinances for erosion control and storm water management.

4. The parent parcels are currently zoned residential by the Town of Fulton. Based on the proposed use of lots 3 and 4 a rezone is required and a land use plan amendment was requires by the Town and was partially approved, therefore a recommendation of approval from the P&D Committee is contingent on the final Town approval of these changes.
5. Dedicate a 40 foot half road right of way along E. Mallwood Drive at the discretion of the Town of Fulton.
6. Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.
7. CSMs subject to local approval shall be recorded with the Rock County Register of Deeds within 6 months of the last approval.

- **2018 043 (Bradford Township) – Larson**

Moved by Supervisor Mawhinney with conditions, Seconded by Supervisor Owens. Discussion followed. Approved (4-0).

Conditions:

- 1). Utility easement(s) shall be placed on lots as requested by utility Companies.
- 2). Note on Final CSM: "No buildings which produce waste water are allowed on lot 2 until acceptable means of wastewater disposal is approved by the necessary governmental agencies".
- 3). Dedicate a thirty-three foot road right of way along E. Creek Rd. at the discretion of the Town of Bradford.
- 4). Delineate the 100 year Regional Floodplain on the final CSM.
- 5). Final CSM shall be submitted to and approved by the Agency within one year of 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.

6. COMMUNITY DEVELOPMENT

A. Action Item: Citizen Grievance Resolution – Crandall Loan ID 020125

Mr. Byrnes explained the loan parameters and project particulars to the committee. The Committee was being asked for consent for the bank to re-issue the loan with an added amount to facilitate re-roofing of a detached garage to a home loan recipient.

Motion to Consent made by Supervisor Owens **contingent** on Mr. Byrnes conferring with Rock County Corporation on the matter, as well as, a discussion with the Vice

President of the First Community Bank of Milton as to the County's position on the loan. Seconded by Supervisor Gustina. Approved with Contingencies (4-0)

7. **ECONOMIC DEVELOPEMNT**

• **ROCK READY INDEX Q2**

Mr. Otterstein presented the Rock Ready Index 5.0 Overview and statistics to the Committee.

Discussion and questions followed.

8. **FINANCE**

A. **Action Item:** Review and Approval of Land Records purchase request- County Surveyor GPS and Data Collector (WI Land Information Strategic Grant Funds).

Moved by Supervisor Owens, Seconded by Supervisor Gustina.

Real Property Lister Michelle Schultz gave the committee an overview of the purchasing process and the request for the Leica equipment.

Approved (4-0)

B. **Committee Review of Payments**
Reviewed

C. **Transfers**
None.

9. **COMMITTEE REPORTS**

None.

10. **DIRECTOR'S REPORT**

A. **Town of Milton request to Deed Lot 31 Nelson's First Subdivision (Charley Bluff) to the Town of Milton.**

Mr. Byrnes gave the Committee an overview of the request as well as the history of the lot.

Charley Bluff resident Andrew Wilkins spoke as to the reason for the request, and stated the purpose was not to re-sell the property if the County decided to sell or donate the property to the Town of Milton, and subsequently to the Charlie Bluff Homeowners Association

Discussion followed. Mr. Byrnes was advised by the Committee to contact the Town of Milton and ask them to formalize and initialize the request procedure to the County.

11. **ADJOURNMENT**

Supervisors Owens and Gustina moved and seconded to adjourn the Committee at 9:30 a.m. All in Favor (4-0).

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

August 23, 2018 (8:00 am)
September 13, 2018 (8:00 am)
September 27, 2018 (8:00am)
October 11, 2018 (8:00 am)