



PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, JULY 14, 2011 – 8:00 A.M.
COURTHOUSE CONFERENCE CENTER - (2nd FL – EAST WING)
ROCK COUNTY COURT HOUSE
JANESVILLE, WI
AGENDA

1. Call to Order
2. Adoption of Agenda
3. Minutes of meeting held Thursday, June 23, 2011
4. Citizen Participation, Communications and Announcements
5. Real Property
 - A. **Action Item:** Resolution Recognizing Janice Quade For Service To Rock County
6. Code Administration & Enforcement
 - A. **Action Item:** Preliminary Approval of Land Divisions
 - LD 2011 021 (Porter Township) – Eric Johnson
 - LD 2011 022 (Plymouth Township) – Phillip Francis & Lorrie Speich
 - B. **Information Item:** Land Division Regulations Update - Future Meetings Schedule
 - C. **Information Item:** Administrative Quarterly Report
7. Finance
 - A. **Action Item:** Department Bills/Encumbrances/Amendments/Transfers
8. Housing & Community Development
 - A. **Action Item:** CDBG – Small Cities (ID 020649D2) = \$8,375
 - B. **Action Item:** CDBG – Small Cities (ID 020683D2) = \$24,963
 - C. Potential Conflict of Interest – Yes, None
 - D. Information Verification Statement

9. Farmland Preservation Planning

A. Information Item: Farmland Preservation Planning Update

10. Director's Report

- Housing Division Reform Efforts
- Initial 208 Water Quality Meetings for Municipalities in the Beloit Area
- Phosphorus Trading Meeting

11. Committee Reports

12. Adjournment

Future Meetings/Work Sessions

July 28, 2011 (8:00 AM)
August 11, 2011 (8:00 AM)
August 25, 2011 (8:00 AM)
September 8, 2011 (8:00 AM)
September 22, 2011 (8:00 AM)
October 13, 2011 (8:00 AM)

Non-Committee Future Meetings

July 19, 2011 (6:00 PM) Jury Assembly Room, Rock County Courthouse
Land Division Regulations Update Listening Session

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Michelle Schultz and Vicki Brown
INITIATED BY



Michelle Schultz and Vicki Brown
DRAFTED BY

Planning and Development Committee
SUBMITTED BY

May 16, 2011
DATE DRAFTED

RECOGNIZING JANICE QUADE FOR SERVICE TO ROCK COUNTY

- 1 **WHEREAS**, Janice Quade has given the citizens of Rock County over 18 years of public service; and,
- 2
- 3 **WHEREAS**, Janice Quade began her service in 1993 as the Town of Lima Treasurer and continues to
- 4 serve as Lima Treasurer today; and,
- 5
- 6 **WHEREAS**, in 1994 Jan began her employment with Rock County as a seasonal employee in the
- 7 Treasurer's Office, and subsequently in March of 1996 became a full time Account Clerk II in that
- 8 office; and,
- 9
- 10 **WHEREAS**, on July 9, 2007 Jan accepted the shared position of a .7 Real Property Specialist in the
- 11 Real Property Description Office and .3 Account Clerk II in the County Treasurer's Office and has
- 12 enthusiastically served in these positions until her retirement on August 5, 2011; and,
- 13
- 14 **WHEREAS**, Jan's outgoing, friendly style and her willingness to assist both her coworkers and the
- 15 public alike will be greatly missed.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 18 assembled this _____ day of _____, 2011 does hereby recognize Janice Quade for her many
- 19 years of dependable service with Rock County and extends its sincere expression of appreciation to
- 20 Jan along with their best wishes to her in her future endeavors.
- 21
- 22 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy
- 23 of this Resolution to Janice Quade.

Respectfully submitted,

PLANNING & DEVELOPMENT COMMITTEE

Alan Sweeney, Chair

Mary Mawhinney, Vice-Chair

Wayne Gustina

Marilynn Jensen

Phillip Owens

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Mary Beaver
Mary Beaver

David Diestler
David Diestler

J. Russell Podzilni
J. Russell Podzilni

RECOGNIZING JANICE QUADE FOR SERVICE TO ROCK COUNTY

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COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Ivan Collins

Marilynn Jensen

Louis Peer

Kurtis Yankee



ROCK COUNTY GOVERNMENT
Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning and Development Committee

THROUGH: Paul Benjamin, Director, Planning & Development Agency

FROM: Planning & Development Agency Staff

SUBJECT: Preliminary Approval of Land Division

DATE: July 6, 2011

Summary:

The following applicants are seeking Preliminary Land Division approval from the P&D Committee:

- LD 2011 021 (Porter Township) – Eric Johnson
- LD 2011 022 (Plymouth) – Phillip Francis & Lorrie Speich

Recommendation:

P&D Agency Staff recommends Preliminary Approval of Land Division 2011 021 and 2011 022 with the conditions presented.

Town Status: LD 2011 021

- Town Board Approved
- Town Planning & Zoning Approved
- Scheduled

Town Status: LD 2011 022

- Town Board Approved
- Town Planning & Zoning Approved
- Scheduled

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Eric R. Johnson 8502 W. Stebbinsville Rd. Edgerton, WI 53534	LAND DIVISION NO:	LD#2011 021
		DATE SUBMITTED:	June 20, 2011
LOCATION:	NW ¼ NW ¼ Section 2 NE ¼ NE ¼ Section 3	E.T. JURISDICTION:	N/A
		SURVEYOR:	Glen L. Northrop
ORIGINAL AREA:	13.6 AC ±	TOWNSHIP:	Porter
			Lot 1: 8.7 acres
FINAL AREA:	13.6 AC ±	NUMBER OF LOTS:	Lot 2: 5.4 acres
PRESENT ZONING:	A-1 CUP	PROPOSED FUTURE ZONING:	A-1 CUP

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: To create a saleable 5.4-acre building lot.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 8500 Block W. Stebbensville Rd.

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. 35-foot 1/2 ROW to be dedicated along W. Stebbensville Rd.
3. Acceptable soil and site evaluation report received on Lot 2.
4. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
5. Show septic system and well locations for existing structures on final CSM.
6. Show the location of the on-site soil test on the preplanned lot map.
7. Utility easements put on lots as requested by utility companies.

- 8. Require a Rock County Land Division Conservation Easement for wetlands, 1% Annual Chance Flood and 75-foot setback from the Ordinary Highwater Mark of the Yahara River. Prior to any land disturbing activity on the parcel, the Conservation Easement boundaries shall be marked with highly visible flagging tape. Erosion control measures are also required if the Conservation Easement is down slope from disturbance.
- 9. Lot 2 to be pre-planned due to being in an environmentally significant area. Lot drawing to include wetlands, 1% annual Chance Flood, access location, soil test area, utility easements, conservation easement and building envelope. No Conservation Easement Area shall be contained within the Building Envelope as depicted on the pre-planned lot. A copy of the lot layout to be placed on file with the committee designee. Submit for approval ten (10) days prior to submitting final map.
- 10. Indicate on face of CSM 1% Annual Chance Flood line on Final Land Division per Official Floodplain Zoning Map.
- 11. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before July 14, 2012.
- 12. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
- 13. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.

Signed Colin M. Byrne
 Dept. of Planning, Economic & Community Development

DATE: 6/29/11

NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE ON July 14, 2011 AT 8:00 A.M. AT THE ROCK COUNTY COURTHOUSE.

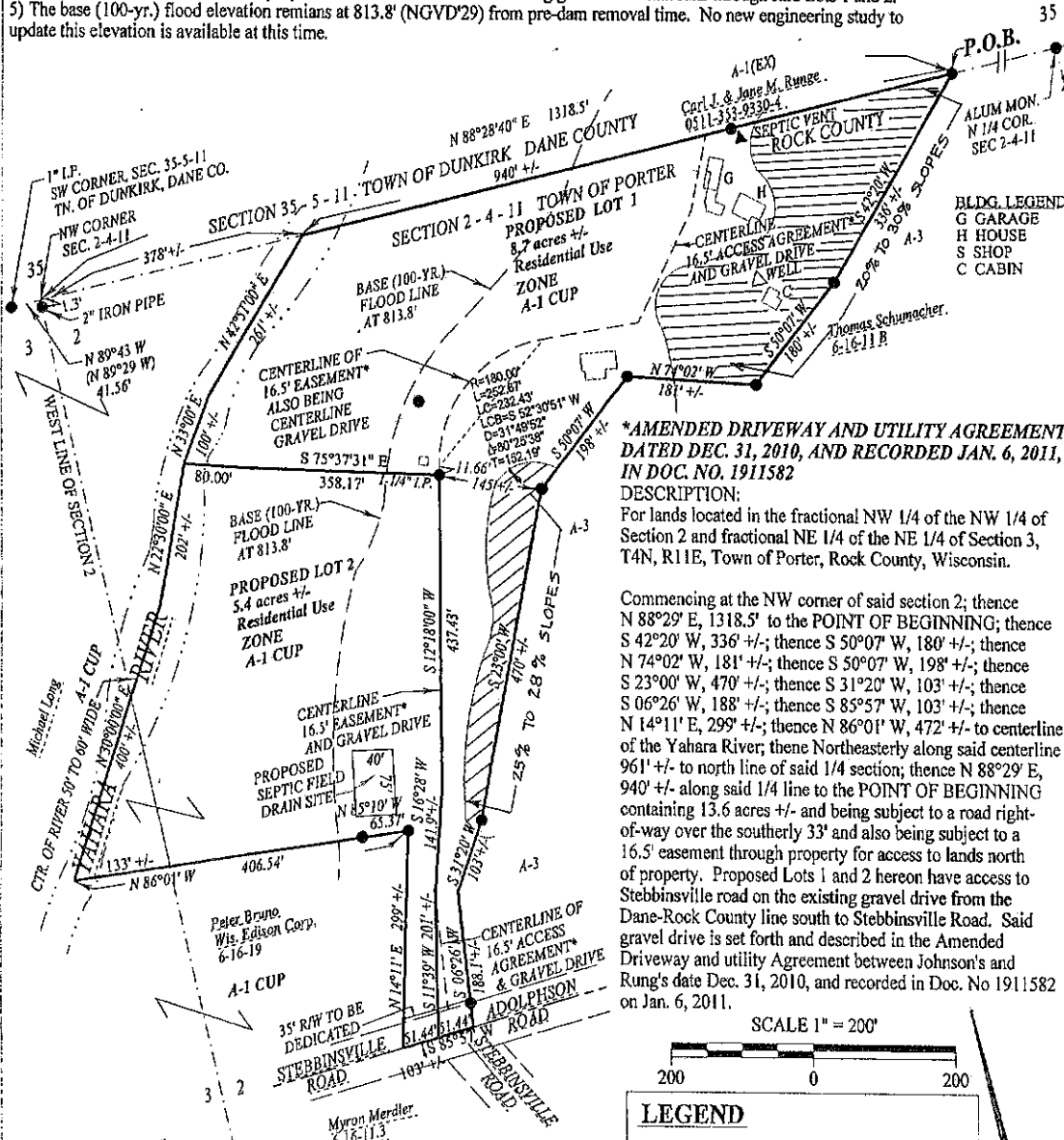
NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PRELIMINARY MAP FOR CERTIFIED SURVEY OF LAND DIVISION LOCATED IN THE FRACTIONAL NW 1/4 OF THE NW 1/4 OF SECTION 2 AND IN FRACTIONAL NE 1/4 OF THE NE 1/4 OF SECTION 3, T4N, R11E, TOWN OF PORTER, ROCK COUNTY, WISCONSIN.

NOTES:

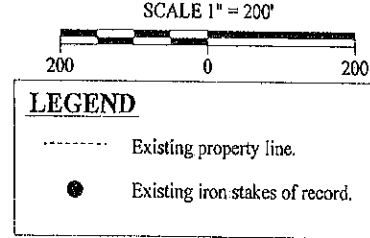
- 1) Survey was ordered by Eric R. Johnson, 8502 W. Stebbinsville Rd., Edgerton, WI 53534.
- 2) Owners of record are Eric R. & Cynthia M. Johnson, 8502 W. Stebbinsville Rd., Edgerton, WI 53534, per Doc. No. 1882207.
- 3) Property address is 8502 W. Stebbinsville Rd., Edgerton, WI 53534.
- 4) Access to Stebbinsville Road for proposed Lots 1 and 2 is via the existing gravel drive that runs through said Lots 1 and 2.
- 5) The base (100-yr.) flood elevation remains at 813.8' (NGVD'29) from pre-dam removal time. No new engineering study to update this elevation is available at this time.



***AMENDED DRIVEWAY AND UTILITY AGREEMENT DATED DEC. 31, 2010, AND RECORDED JAN. 6, 2011, IN DOC. NO. 1911582**

DESCRIPTION:
For lands located in the fractional NW 1/4 of the NW 1/4 of Section 2 and fractional NE 1/4 of the NE 1/4 of Section 3, T4N, R11E, Town of Porter, Rock County, Wisconsin.

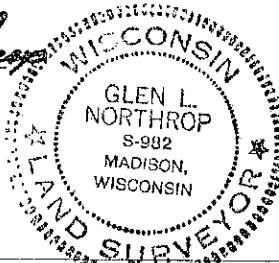
Commencing at the NW corner of said section 2; thence N 88°29' E, 1318.5' to the POINT OF BEGINNING; thence S 42°20' W, 336' +/-; thence S 50°07' W, 180' +/-; thence N 74°02' W, 181' +/-; thence S 50°07' W, 198' +/-; thence S 23°00' W, 470' +/-; thence S 31°20' W, 103' +/-; thence S 06°26' W, 188' +/-; thence S 85°57' W, 103' +/-; thence N 14°11' E, 299' +/-; thence N 86°01' W, 472' +/- to centerline of the Yahara River; thence Northeasterly along said centerline 961' +/- to north line of said 1/4 section; thence N 88°29' E, 940' +/- along said 1/4 line to the POINT OF BEGINNING containing 13.6 acres +/- and being subject to a road right-of-way over the southerly 33' and also being subject to a 16.5' easement through property for access to lands north of property. Proposed Lots 1 and 2 hereon have access to Stebbinsville road on the existing gravel drive from the Dane-Rock County line south to Stebbinsville Road. Said gravel drive is set forth and described in the Amended Driveway and utility Agreement between Johnson's and Rung's date Dec. 31, 2010, and recorded in Doc. No 1911582 on Jan. 6, 2011.



SURVEYOR'S CERTIFICATE

I hereby certify that I have prepared this Preliminary Map from previous and recent field surveys and by the order of Eric Johnson to divide existing Lot 1 hereon and that this map is a true representation thereof and is correct to the best of my knowledge and belief.

G-15-2011
Dated
Glen L. Northrop
Glen L. Northrop, S-982



ORDER NO. AB 3266-05
Drafted at ABEX Survey Company
101 E. Main St. P.O. Box 369
Cambridge, WI 53523
608-423-3331

Prelim. Drg. No. 3266
Sheet 1 of 1

PLANNING & DEVELOPMENT COMMITTEE LAND DIVISION
CONDITIONS OF APPROVAL

OWNER:	Phillip T. Francis III and Lorrie Ann Speich 7635 W. State Road 11 Janesville, WI 53548	LAND DIVISION NO:	LD#2011 022
LOCATION:	NE ¼ NE ¼ Section 2	DATE SUBMITTED:	June 20, 2011
ORIGINAL AREA:	92 Acres	E.T. JURISDICTION:	N/A
FINAL AREA:	10.1 Acres	SURVEYOR:	Combs & Associates, Inc.
PRESENT ZONING:	A-1	TOWNSHIP:	Plymouth
		NUMBER OF LOTS:	1
		PROPOSED FUTURE ZONING:	A-2

A copy of these recommendations is sent to the surveyor and to the owner.

NOTE: The owner/developer and agent shall read and fully understand these conditions of approval prior to being acted upon by the Planning and Development Committee. Any questions or comments on these conditions shall be addressed to the P&D Committee/Staff prior to or while the Land Division is on the table for discussion.

NOTE: Reason for dividing land: Splitting off buildings.

NOTE: Consistent with the Rock County Agricultural Preservation Plan.

RECOMMEND

APPROVAL

CONDITIONAL APPROVAL

DENIAL

LOCATION: 7600 Block W. State Rd. 11

CONDITIONS TO BE MET BEFORE ROCK COUNTY FINAL APPROVAL:

1. Existing structures shall meet setback regulations.
2. Following notation on final map: "Since Lot 1 contains existing buildings which utilize an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system." Also proposed lot lines must include the system area with the building that utilizes the system.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before July 14, 2012.
4. As per Section 15.23(8) of The Rock County Land Division Regulations "any land division not receiving final approval within the period of time set forth herein shall be null and void, and the developer shall be required to resubmit a new application for preliminary approval. Extensions may be applied for and may be granted at the discretion of the Committee upon findings that delays are beyond control of the applicant and that no material change in standards or in conditions has occurred or is reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.

- 5. Certified Survey Maps that are subject to local approval must be recorded within 6 months of their last approval and 24 months of the first approval.

Signed Colin M. Bynum
Dept. of Planning, Economic & Community Development

DATE: 6/29/11

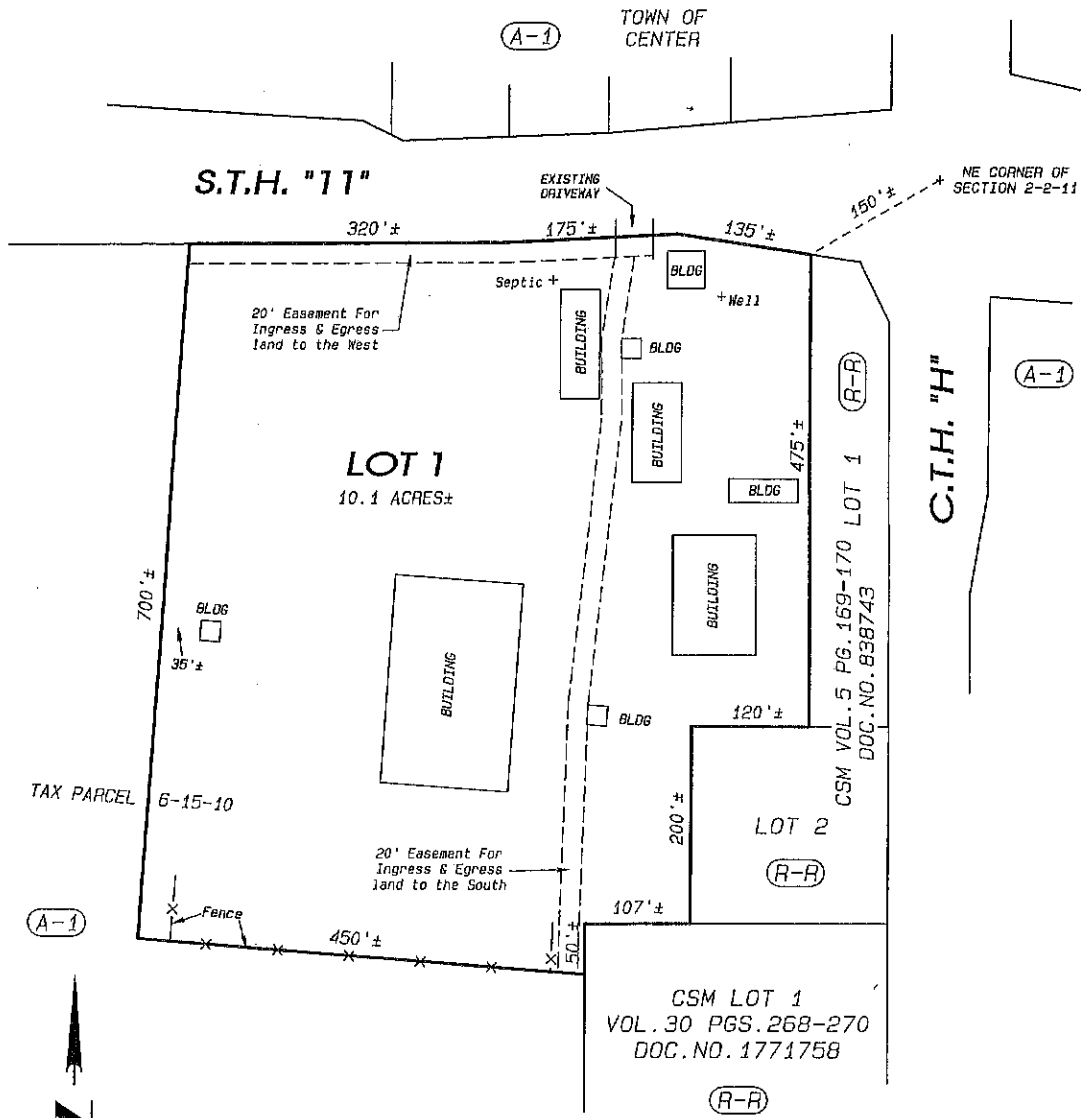
NOTE: THIS PROPOSED LAND DIVISION WILL BE REVIEWED BY THE PLANNING AND DEVELOPMENT COMMITTEE **ON JULY 14, 2010 AT 8:00 A.M.** AT THE ROCK COUNTY COURTHOUSE.

NOTE: FINAL SURVEY SHALL COMPLY WITH ALL STATE, COUNTY, & LOCAL REGULATIONS.

<u>COMMITTEE ACTION</u>			
<input type="checkbox"/> APPROVAL	<input type="checkbox"/> CONDITIONAL APPROVAL	<input type="checkbox"/> DENIAL	<input type="checkbox"/> TABLED
Initials _____		Date _____	

PRELIMINARY CERTIFIED SURVEY MAP

LOCATED IN THE NE 1/4 OF THE NE 1/4 OF SECTION 2, T.2N., R.11E. OF THE 4TH P.M., TOWN OF PLYMOUTH, ROCK COUNTY, WISCONSIN.



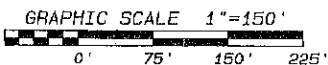
(A-1)

(A-1)

(R-R)

(R-R)

(R-R)



DATE: JUNE 14, 2011

NOTES:
 THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.
 THE BASIS OF BEARINGS IS ASSUMED.

Project No. 111 - 157 For: FRANCIS

Combs & Associates

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 N. Milwaukee St.
 Janesville, WI 53548
 www.combsurvey.com

tel: 608 752-0573
 fax: 608 752-0534

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1317300000-62420	MACH & EQUIP RM	100.00	0.0%	0.00	0.00	100.00	
	P1100827-PO# 07/05/11 -VN#018251			HARRIS ACE HARDWARE		5.99	
				CLOSING BALANCE	94.01		5.99
				SURVEYOR		5.99	
				PROG-TOTAL-PO			5.99

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5.99
 INCURRED BY SURVEYOR. CLAIMS COVERING THE ITEMS ARE PROPER
 AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
 B. BILLS UNDER \$10,000 TO BE PAID.
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 14 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464000000-63101	POSTAGE	1,750.00	37.5%	657.90	0.00	1,092.10	
	P1100517-PO# 07/05/11 -VN#012615			FEDERAL EXPRESS CORP		18.06	
				CLOSING BALANCE	1,074.04		18.06
	PLANNING			PROG-TOTAL-PO		18.06	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18.06 INCURRED BY PLANNING. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 14 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
6464600000-63110	ADMIN.EXPENSE	109,871.00	3.9%	4,813.46	-457.44	105,514.98	
	P1100517-PO# 07/05/11 -VN#012615			FEDERAL EXPRESS CORP		49.41	
				CLOSING BALANCE	105,465.57		49.41
	HG CLRING A/C			PROG-TOTAL-PO		49.41	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$49.41 INCURRED BY HOUSING GRANT CLEARING ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

PLANNING & DEVELOPMENT COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

DATE _____ CHAIR

JUL 14 2011



ROCK COUNTY GOVERNMENT

Planning & Development Agency

INTEROFFICE MEMORANDUM

TO: Rock County Planning & Development Committee
THROUGH: Paul Benjamin, Director, Planning & Development Agency
FROM: David Somppi, Community Development Manager
SUBJECT: Actions for P&D Agenda
DATE: July 14, 2011

ACTION ITEMS:

1. CDBG Revolving Fund: Project ID # 20649D-1
Staff Recommends Approval
2. CDBG Revolving Fund: Project ID # 20683D-1
Staff Recommends Approval

INFORMATIONAL ITEM:

None

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
REQUEST FOR COMMITTEE ACTION



Date: July 14, 2011

Project ID(s) 20649-D-1

Project Recommended By Neale Thompson_

Funding Source(s) CDBG-Small Cities

HOUSEHOLD INFORMATION

Household Size: 2	Annual Income: 38,910	Location: Village of Footville
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ASSESSED VALUE INFORMATION

Land	\$ 16,000	Appraised Value	\$ 111,000 to 116,000
Buildings	\$ 84,900	When Appraised	5/9/11
Total	\$ 100,900	Type of Appraisal	Real Estate Market Appraisal

MORTGAGES OR LIENS

1. \$ 59,576.98	3. \$	TOTAL MORTGAGE(S)
2. \$ 39,911.76	4. \$	
Available Equity \$ 11,511	Is there 5% owner equity in the property? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

VERIFICATIONS

<input checked="" type="checkbox"/> Income	<input checked="" type="checkbox"/> Insurance	<input checked="" type="checkbox"/> Taxes	<input checked="" type="checkbox"/> Title and Mortgage	<input checked="" type="checkbox"/> Ownership
Disclosure of Potential Conflict of Interest		Yes <input type="checkbox"/>	None <input checked="" type="checkbox"/>	

SUMMARY OF PROPOSED WORK

Upon HQS inspection, this home needs a new roof, attic insulation, interior trim work, bathroom fan, and electrical GFCI outlets plus a new electrical panel and power feeds. Loan includes a \$375 CDBG Small Cities loan processing fee. Completing this project will have benefits for durability, reliability, and safety improvements. Loan is 0% deferred.

Funding Source: CDBG – Small Cities (0% Interest Payment Deferred) \$ 8,375.00
 Recommend Total Project Amount of: \$ 8,375.00

COMMITTEE ACTION

APPROVE DENY

Committee Approved Bid Total \$ _____

Signature of Planning & Development Committee Chair _____

Date _____

ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
REQUEST FOR COMMITTEE ACTION



Date: July 14, 2011

Project ID(s) 20683-D-1

Project Recommended By Neale Thompson_

Funding Source(s) CDBG-Small Cities

HOUSEHOLD INFORMATION

Household Size: 4	Annual Income: 50,000	Location: Town of Beloit
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ASSESSED VALUE INFORMATION

Land	\$ 35,100	Appraised Value	\$ 186,171
Buildings	\$ 135,600	When Appraised	2010
Total	\$ 170,700	Type of Appraisal	Fair Market Value (FMV)

MORTGAGES OR LIENS

1. \$ 96,738	3. \$	TOTAL MORTGAGE(S) \$ 96,738
2. \$	4. \$	
Available Equity \$ 89,433	Is there 5% owner equity in the property? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

VERIFICATIONS

<input checked="" type="checkbox"/> Income	<input checked="" type="checkbox"/> Insurance	<input checked="" type="checkbox"/> Taxes	<input checked="" type="checkbox"/> Title and Mortgage	<input checked="" type="checkbox"/> Ownership
Disclosure of Potential Conflict of Interest		Yes <input type="checkbox"/>	None <input checked="" type="checkbox"/>	

SUMMARY OF PROPOSED WORK

Upon HQS inspection, this home needs a major electrical work, attic insulation, crawlspace insulation, HVAC ducting and distribution improvements, interior trim and doors work, one multi-window replacement, some exterior wall and trim work, wall and ceiling repair and painting, and a replacement garage door. Loan includes a \$375 CDBG Small Cities loan processing fee. Completing this project will have benefits for durability, reliability, code compliance, and safety improvements. Loan is 0% deferred.

Funding Source: CDBG – Small Cities (0% Interest Payment Deferred) \$ 24,963.00
 Recommend Total Project Amount of: **\$ 24,963.00**

COMMITTEE ACTION

APPROVE DENY

Committee Approved Bid Total \$ _____

Signature of Planning & Development Committee Chair _____

Date _____