



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, SEPTEMBER 10, 2009 - 8:30 A.M.  
COURTHOUSE CONFERENCE CENTER  
SECOND FLOOR - EAST WING  
ROCK COUNTY COURTHOUSE  
JANESVILLE, WI

1. **CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:30 a.m. on Thursday, September 10, 2009 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilyn Jensen, Mary Mawhinney, and Phil Owens. Supervisors absent: None

Planning & Development staff present: Steve Schraufnagel (Acting Director), Colin Byrnes (Code Administration & Enforcement Mgr.), and David Somppi (Community Development Mgr.). Real Property Lister, Michelle Schultz, was also in attendance.

Others present:

2. **ADOPTION OF AGENDA**

Supervisor Owens moved the adoption of the agenda as presented; second by Supervisor Jensen. **ADOPTED.**

3. **MEETING MINUTES – AUGUST 27, 2009**

Supervisor Jensen moved the approval of the August 27, 2009 Committee minutes; second by Supervisor Gustina. **APPROVED as presented.**

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

Acting Director Schraufnagel reported that the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) would be hosting a series of training sessions around the state to share information and answer questions related to implementation of the Wisconsin Working Lands Initiative. Four Rock County Planning staff and Chair Sweeney will be attending these sessions in Jefferson, WI and Richland Center, WI.

5. **CODE ADMINISTRATION & ENFORCEMENT**

Mr. Byrnes presented the Staff report.

A. **Preliminary Approval of Land Divisions**

Staff has reviewed the application and associated documentation and recommended Preliminary Approval of the following Land Divisions with conditions as indicated: Land Division 2009045 and Land Division 2009047.

➤ **Land Division 2009 045 (Lima Township) – Pat’s Farm LLC**

LOCATION: 7737 E. Schmidt Rd.

Mr. Byrnes explained the proposed front lot line would run through an existing shed on the property. This structure and possibly another farm building would not meet front yard

setbacks. Potential solutions could include building removal and granting a variance for other structures. Supervisor Mawhinney asked what had the Town of Lima done concerning these issues. Mr. Byrnes was asked to contact Town officials.

Supervisor Owens moved to table action of Land Division 2009 045 until the Town of Lima acts on the status of the shed on the lot in the road right-of-way and any other building setback issues; second by Supervisor Mawhinney. **All in favor – APPROVED (Yes – 5, No – 0, Absent – 0).**

➤ **Land Division 2009 047 (Clinton Township) – Dennis Franseen Estate**  
LOCATION: 12443 STH 140

Supervisor Mawhinney moved the Conditional Approval of Land Divisions 2009 047; second by Supervisor Owens. **All in favor – APPROVED (Yes – 5, No – 0, Absent – 0).**

*Conditions To Be Met Before Final Approval:*

1. Existing structures shall meet setback regulations.
2. 50-foot 1/2 ROW to be dedicated along STH 140.
3. 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.
4. Show septic system and well locations for existing structures on final CSM.
5. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before September 10, 2010.
6. 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.
7. 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.

**6. FINANCE**

**A. Department Bills & Encumbrances**

Supervisor Mawhinney moved the approval of payment of the department bills; second by Supervisor Owens. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

**7. HOUSING & COMMUNITY DEVELOPMENT**

Mr. Somppi presented the Staff report.

**A. CDBG Emergency Assistance Grant (Project ID 008023) = \$21,035**

Supervisor Jensen moved the approval of CDBG – Emergency Assistance Grant (Project ID 008023) for an amount up to \$21,035; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

**B. CDBG Housing Rehabilitation Loan (Project ID 20592-2) = \$4,900**

Supervisor Mawhinney moved the approval of CDBG Housing Rehabilitation Loan (Project ID 20592-2) for an amount up to \$4,900; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

**C. CDBG Housing Rehabilitation Loan (Project 20595) = \$4,400**

Supervisor Jensen moved the approval of CDBG Housing Rehabilitation Loan (Project 20595) for an amount up to \$4,400; second by Supervisor Owens. **All in favor – APPROVED (Yes – 5, No – 0, Absent – 0).**

**D. CDBG Housing Rehabilitation Loan (Project 20596) = \$10,630**

Supervisor Mawhinney moved the approval of CDBG Housing Rehabilitation Loan (Project 20596) for an amount up to \$10,630; second by Supervisor Gustina. **All in favor – APPROVED (Yes – 5, No – 0, Absent – 0).**

**E. Resolution Authorizing 2009 Wisconsin Division of Emergency Management – State – Local Hazard Mitigation Grant Program Assistance Agreement FEMA-DR-1768-WI**

Mr. Somppi presented this proposed grant agreement between the Wisconsin Emergency Management (WEM) and Rock County for funds to be used for relocation assistance for the acquisition and site reclamation of five residential properties and relocation assistance for affected property owners whose properties were substantially damaged in the flooding of June – July 2008, in accordance with Federal Disaster Declaration FEMA 1768-DR-WI.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009 hereby accepts the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant and authorizes the County Board Chair to sign the respective Grant Agreement on behalf of the County of Rock.

BE IT FURTHER RESOLVED that the 2009 County Budget be amended as follows:

<u>Source of Funds:</u>	<u>Budget at 8/01/2009</u>	<u>Amount of Increase/Decrease</u>	<u>Amended Budget</u>
64-6413-0000-42200 Federal Aid	-0-	\$786,935	\$786,935
64-6413-0000-42200 State Aid	-0-	\$131,156	\$131,156
64-6413-0000-47000 Transfer In	-0-	\$131,155	\$131,155
 <u>Use of Funds:</u>			
64-6413-0000-63110 Administration Expense	-0-	\$ 10,492	\$ 10,492
64-6413-0000-64913	-0-	\$1,038,754	\$1,038,754

Project Expense

Supervisor Mawhinney moved the above resolution; second by Supervisor Owens. **All in favor – APPROVED (Yes – 5, No – 0, and Absent – 0).**

**F. Status of Lead Hazard Control (LHC) Grant Project (ID 0701811)**

Mr. Somppi provided a brief update on Lead Hazard Control Grant Project-ID 0701811. No other issues were raised.

**G. Addition to Housing Procedures Manual for Neighborhood Stabilization Program**

The County of Rock has received program and administrative grant funds to conduct 2 projects for the Neighborhood Stabilization Program. Mr. Somppi provided the proposed additional text to be included in the Housing Procedure Manual for the administration of the program.

*There were no Conflict of Interest Statements in regards to these requests.*

**8. PLANNING PROJECTS**

Mr. Schraufnagel reported that the Planning Agency has reached an initial agreement to provide planning services to the Towns of Plymouth and Janesville. The terms and conditions to be met by each party are in the process of being worked out.

**9. ADJOURNMENT**

Supervisor Owens moved to adjourn the committee at 9:31 A.M.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, September 24, 2009 at 8:30 AM.**

Prepared by: Steve Schraufnagel - Acting Secretary