



MINUTES  
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE  
THURSDAY, FEBRUARY 25, 2010 - 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, February 25, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, Marilynn Jensen, Phil Owens, and Mary Mawhinney. Supervisors absent: None

Planning & Development staff present: Steve Schraufnagel (Acting Director), Colin Byrnes (Code Administrator), Andrew Baker (Planner II), (Wade Thompson (Planner II), David Somppi (Community Development Mgr.), and Cheryl Martin (Accountant). Public Works Director, Ben Coopman, Parks Director, Lori Williams and Parks Department, Community Coordinator, Rob Baller were also in attendance.

Others present: Ron Combs (Combs & Associates, Inc.)

2. **ADOPTION OF AGENDA**

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

3. **MEETING MINUTES – FEBRUARY 11, 2010**

Supervisor Jensen moved the approval of the February 11, 2010 Committee minutes with the following corrections: correct the spelling of Supervisor Jensen's first name and add the following to Item 7C: "*second by Supervisor Owens*"; second by Supervisor Owens. **APPROVED with changes.**

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

There was no citizen participation, communication or announcements.

5. **CODE ADMINISTRATION & ENFORCEMENT**

A. **Discussion regarding reconsideration of Shoreland Conditional Use Permit 2010-001 (Newark Township) – Rock County Public Works, Highway & Parks Department Beckman Mill Park**

Committee members discussed the conditions of this previously approved Conditional Use Permit with Parks Director, Lori Williams and asked that the Planning & Development Committee be provided with an update on the project at the June committee meeting.

6. **FINANCE**

A. **Department Bills/Encumbrances/Pre-Approved Encumbrance Amendments/Transfers**

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. **Request for Review of Staff Decision regarding Housing Procedures Manual Subordination Policy**

Supervisor Owens moved to deny the applicant’s request to subordinate their Rock County mortgage (Loan ID 094434D1) and thereby uphold and implement the Housing & Procedures Manual as written; second by Supervisor Gustina. Supervisor Jensen then moved to amend the motion to add the condition that Mr. Somppi refer the loan customer to the Neighborhood Housing Services organization of Beloit, WI for foreclosure prevention assistance. The motion failed for lack of a second. **Original Motion APPROVED – (Yes – 4 [Gustina, Mawhinney, Owens, and Sweeney], No – 1 [Jensen], Absent – 0.** Supervisor Jensen wanted it recorded that she could not vote in favor of the original motion due to her motion to amend failing to receive a second.

B. **Resolution Authorizing Rock County Purchase of Property Through 2009 Wisconsin Division of Emergency Management – Hazard Mitigation Grant Program Assistance Agreement FEMA-DR-1768-WI**

Staff introduced the resolution that would authorize Rock County’s using grant program funds to purchase 1 owner-occupied property that was substantially damaged during the 2008 flooding (FEMA-DR-1768-WI).

NOW THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors on this \_\_\_\_ day of February, 2010, hereby approves and authorizes the purchase by the County of Rock of the this property; and,

BE IT FURTHER RESOLVED, that the funds for the purchase of the property be allocated from the Federal Emergency Management Agency – Hazard Mitigation Grant Agreement; and,

BE IT FURTHER RESOLVED that the Rock County Board of Supervisors authorizes the County Board Chair and County Clerk to sign the respective documents on behalf of the County of Rock; and,

BE IT FURTHER RESOLVED that authority is hereby granted to the Rock County Planning & Development Committee and Rock County Board Staff Committee to take the necessary steps to develop proposals and enter into agreements needed to purchase and dispose of the structures on the site and to determine the final disposition of the property.

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

*There were no Conflict of Interest Statements in regards to the aforementioned loan/grant requests.*

8. **ROCK COUNTY LAND DIVISION REGULATIONS (CHAPTER 15, ROCK COUNTY CODE OF ORDINANCES) UPDATE WORKSHOP**

Wade Thompson, Steve Schraufnagel, Colin Byrnes, and Andrew Baker presented the following information in regards to the updating of the Rock County Land Division Regulations:

- A workshop outline highlighting major issues to be covered
- A worksheet displaying a generalized overview of the land division process in Rock County
- A draft of the updated Rock County Land Division Regulations table of contents
- A draft of correspondence to interested parties, providing notification of the Land Division Regulations update process

Acting Director Schraufnagel asked the Committee for direction on project timelines and process. The Committee also offered suggestions regarding audience participation, and workshop locations.

9. **EXECUTIVE SESSION: Per Section 19.85(1)(c) Wis. Stats. – To Discuss and Possibly Recommend County Administrator’s Appointment of Planning Director**

Supervisor Owens moved to go into Executive Session at 9:50 A.M. per Wisconsin Statute 19.85(1)(c) – Discussion and Possible Recommending of County Administrator’s Appointment of Planning Director, second by Supervisor Mawhinney. Unanimously ADOPTED on a roll call vote.

Supervisors Mawhinney and Gustina moved to go out of Executive Session at 10:15 A.M. ADOPTED on a roll call vote.

10. **ADJOURNMENT**

Supervisor Mawhinney moved to adjourn the committee at 10:15 A.M.; second by Supervisor Owens. ADOPTED by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, March 11, 2010 at 8:30 AM.**

Prepared by: Cheryl Martin - Acting Secretary