



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, FEBRUARY 10, 2011 - 8:00 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 8:00 a.m. on Thursday, February 10, 2010 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Wayne Gustina, and Mary Mawhinney. Absent: Marilynn Jensen and Phil Owens

Planning & Development staff present: Paul Benjamin (Director), Colin Byrnes (Senior Planner, Code Administration and Enforcement), Jennifer Borlick (GIS Manager), David Somppi (Community Development Mgr.), and Cheryl Martin (Accountant).

Others present: Randy Terronez (Asst. to County Administrator), Nick Osborne (Asst. to County Administrator), Ron Combs (Combs & Associates), and Ralph & Jane Buggs.

2. **ADOPTION OF AGENDA**

Supervisor Gustina moved to adopt the agenda, Supervisor Mawhinney seconded. The agenda was approved with changing Item 9 to follow Item 5. **ADOPTED** as amended.

3. **MEETING MINUTES – JANUARY 27, 2010**

Supervisor Mawhinney moved the approval of the January 27, 2010 Committee minutes; seconded by Supervisor Gustina. **APPROVED.**

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

Five PACE (Purchase of Agricultural Conservation Easements) Program applications were handed out to the committee. These applications will be forwarded to the State PACE Program.

5. **CODE ADMINISTRATION & ENFORCEMENT**

Mr. Byrnes presented the Staff report.

A. **Public Hearing – Shoreland Conditional Use Permit 2011 – 001 (Robert & Jill Stange)**

Supervisor Mawhinney moved to go into Public Hearing at 8:03 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Mawhinney and Sweeney. Absent: Jensen and Owens.

There was no Public comment.

Supervisor Mawhinney moved to close the Public Hearing at 8:06 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Mawhinney, , and Sweeney. Absent: Jensen and Owens

B. Approval of Shoreland Conditional Use Permit 2011 001 – Robert & Jill Stange

Mr. Byrnes presented the proposed request for a Shoreland Conditional Use Permit to disturb over 1,000 square feet of soil and bring in more than 40 cubic yards of fill in the Shoreland Overland Zoning District of the Rock River. The proposed project entails demolition of an existing single-family residence, detached garage and driveway and constructing a new single-family residence and driveway at 6192 N. Riverfield Drive.

Supervisor Gustina moved to approve Shoreland Conditional Use Permit 2011 001; second by Supervisor Mawhinney. All in favor – **APPROVED (Yes – 3, No – 0, Absent – 2)**.

C. Preliminary Approval of Land Divisions

Staff has reviewed the application and associated documentation and recommended Preliminary Approval of the following Land Division with conditions as indicated: Land Division 2011 002.

➤ **Land Division 2011 002 (Town of Harmony) – WI Corporation of Seventh Day Adventists**

LOCATION: 488 Block N. Harmony Townhall Rd.

Supervisor Mawhinney moved the Conditional Approval of Land Division 2011 002 with the following amendment: Condition #4, Line 6 "*should be*" to "*shall be*"; seconded by Supervisor Gustina. **APPROVED (Yes – 3, No – 0, Absent – 2)**.

Conditions To Be Met Before Final Approval:

1. Existing structures shall meet setback regulations.
2. 50-foot 1/2 ROW to be dedicated along N. Harmony Townhall Rd.
3. Acceptable soil and site evaluation report received on Lot 1.
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. Lot needs to be increased in size to at least include septic holding tanks. A new soil dispersal area shall be installed on the new lot. If the

above cannot be done a septic easement needs to be entered into to allow the Church lot to use an offsite Private Onsite Wastewater Treatment System.

5. Show septic system and well locations for existing structures on final CSM.
6. Utility easements put on lots as requested by utility companies.
7. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 10, 2012.
8. 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 any 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 it reasonably expected to occur". Extension requests must be made in writing prior to the expiration date listed above.
9. 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. HAZARD MITIGATION PLANNING

A. Resolution Adopting The Rock County Hazard Mitigation Plan

Mr. Terronez introduced the resolution that adopts the Rock County Hazard Mitigation Plan as an element of the Rock County Comprehensive Development Plan. This plan will be used to guide and coordinate future mitigation activities and decisions for local land use policy.

"NOW THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2011 does hereby adopt the Rock County Hazard Mitigation Plan as an element of the Rock County Comprehensive Development Plan.

BE IT FURTHER RESOLVED, that the updated Plan be forwarded to the cities and villages in Rock County for their adoption, thereby making their communities eligible for various hazardous mitigation grant programs.

BE IT FURTHER RESOLVED that the Rock County Emergency Management will submit, on behalf of the participating municipalities, the adopted Rock County Hazard Mitigation Plan to the Wisconsin Emergency Management and Federal Emergency Management Agency for final approval."

Supervisor Gustina moved the above resolution; second by Supervisor Mawhinney. All in favor – APPROVED (Yes – 3, No – 0, and Absent – 2).
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7. **FINANCE**

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

Supervisor Mawhinney moved the approval of payment of the department bills; second by Supervisor Gustina. All in favor - **APPROVED** (Yes - 3, No - 0, Absent -2)

8. **HOUSING & COMMUNITY DEVELOPMENT**

Mr. Somppi presented the staff report.

A. **OHHLHC Lead Hazard Control & 2010-2012 CDBG Small Cities Rehab. Loan Project (ID 007038D1 / 002064D1) = \$6,585**

Supervisor Mawhinney moved the approval of Lead Hazard Control and CDBG-Small Cities Program funds (ID's 007038D1 & 002064D1) for an amount up to \$6,585; second by Supervisor Gustina. All in favor - **APPROVED** (Yes - 3, No - 0, and Absent - 2).

Conflict of Interest Statement:
There were no Conflict of Interest Statements in regards to the aforementioned loan/grant requests.
Information Verification Statement:
All information required for loan approval was verified.

9. **FARMLAND PRESERVATION PLANNING**

A. **Resolution Establishing A Farmland Preservation Technical Advisory Committee For The Review Of The Farmland Preservation Plan Update**

Staff introduced the resolution that establishes a Technical Advisory Committee for the review of the Farmland Preservation Plan updates as presented by planning staff in a public setting. The makeup of the Technical Committee will be evenly balanced between rural and urban interests.

"NOW THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 hereby authorizes and approves creation of the Farmland Preservation Technical Advisory Committee for the period of February 10, 2011 through February 29, 2012 for the sole purpose of reviewing the proposed changes to the Rock County Farmland Preservation Plan Update; and,

BE IT FURTHER RESOLVED, that the Chair of the Rock County Board of Supervisors be authorized to appoint up to nine individuals to serve on this Farmland Preservation Plan Update Technical Committee."

Supervisor Gustina moved the above resolution; second by Supervisor Mawhinney. **All in favor - APPROVED (Yes - 3, No - 0, and Absent - 2).**

10. **DIRECTOR'S REPORT – PLANNING**

Director Paul Benjamin reported on Planning Department activities:

- The Planning Agency and Health Dept. Staff have met with a DATCP representative to discuss Livestock Facility Siting.
- The Housing Division will meet today to make a decision on whether or not to de-obligate funds for the Lead Hazard Control Grant.
- The Planning Agency will host a Listening Session on Tuesday, February 15th at 6:00 pm to review and discuss the update to Rock County's Land Division Regulations.
- A law firm in Kansas City, MO, (representing clients from Rock and Walworth Counties) sent a letter expressing their concern with the potential health effects of the proposed Rock Prairie dairy.
- The issue of homeless teens in Rock County will be presented in a documentary film as part of the Beloit International Film Festival. The movie is titled "Sixteen Forty-Nine" and will be shown at various times during Feb. 18 -- 20th.

11. **COMMITTEE REPORTS**

Chair Sweeney reported that orthophotography taken in the past year and used by several Rock County agencies have quality issues. County staff are working to resolve the problems.

12. **ADJOURNMENT**

Supervisor Mawhinney moved to adjourn the committee at 9:13 a.m.; second by Supervisor Gustina. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, February 24, 2011 at 8:00 a.m.**

Prepared by: Cheryl Martin - Acting Secretary