

MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY AUGUST 25, 2011 – 8:00A.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, August 25, 2011 at the Rock County Courthouse. Chair Al Sweeney presided. Supervisors present: Marilynn Jensen, Phil Owens, Wayne Gustina and Mary Mawhinney.

Planning & Development staff present: Paul Benjamin (Director), Colin Byrnes (Code Administration and Enforcement), Wade Thompson (Planner), Jennifer Borlick (GIS Manager), Steve Schraufnagel (Planner III), Richard Cannon (Engineer), David Somppi (Community Development Mgr.), and Kyle Short (Intern).

Others present: Steve Wickingson (Town of Johnstown), Steve Lathrop (Combs & Associates), Jeff Hillmann, Duffy West (Town of Plymouth), Dave Brown (Town of Fulton), and Duane Cherek (City of Janesville).

2. ADOPTION OF AGENDA

Supervisor Owens moved to adopt the agenda, Supervisor Gustina seconded. **ADOPTED** as presented.

3. MEETING MINUTES – AUGUST 11, 2011

Supervisor Jensen moved the approval of the August 11, 2011 Committee minutes; seconded by Supervisor Mawhinney. **APPROVED.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENT

There was no citizen participation, communications and announcements at this time.

5. CODE ADMINISTRATION & ENFORCEMENT

Mr. Thompson presented a slide show.

A. Public Hearing – Rock County Land Division Regulations Amendments

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

Wade Thompson gave a brief slide show touching on the main points of this Land Division Regulation update.

Some minor changes from the draft deal with the Memorandum of Understanding (MOU) changing to a Memorandum of Agreement (MOA) and the sale between adjoining landowner has been shifted to the MOA document.

Other public comments: Dave Brown representing the Town of Fulton stated that he supports the process and commended County Planning staff but we still need to formalize the land division process. Mr. Thompson stated that can be worked out with each individual town MOA.

Steve Lathrop stated that the sale between adjoining landowner process is still an issue, as state statute does not provide for County government to become involved. He requested that Section 38-19 and 20 should be removed. Mr. Byrnes stated that we have been advised by Corporation Counsel (Eugene Dumas) that within the shoreland and floodplain districts we have jurisdiction and that transferring the process to the MOA could give the County authority via towns approving such.

Supervisor Owens moved to close the Public Hearing at 8:40 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Mawhinney, Jensen, Owens, and Sweeney.

B. Action Item: Recommendation of Approval of Rock County Land Division Regulations Amendments to Rock County Board of Supervisors as modified.

Several questions by Supervisors concerning the update of the Land Division Regulations: Supervisor Jensen questioned staff about the adjoining landowner issue. Mr. Byrnes reiterated that staff again would meet with Mr. Dumas to confirm that the ordinance is correctly depicting the adjoining landowner land division process.

Supervisor Owens stated that Section 38.19 could be moved into the MOA if a Town would so desire.

Supervisor Mawhinney asked about the term limits for the MOA. Staff replied that we are looking at a 5-year term but will be flexible with what the Town would want.

Supervisor Owens asked about flag lots and Mr. Thompson mentioned that flag lots are addressed in the ordinance under section 38.16.

Supervisor Mawhinney moved to approve the recommendation of the Rock County Land Division Regulations Amendments to the Rock County Board of Supervisors as modified; seconded by Supervisor Owens. All in favor – **APPROVED (Yes –5, No – 0, Absent – 0)**.

C. Land Division 2011 030 (Johnstown Township) – Shadco, LLC

LOCATION: 2900 Block N. Hall Road

Supervisor Mawhinney stated that the Town of Johnstown has again tabled this land division. The County will not act on this land division until the Town completes its review.

6. CORPORATE PLANNING

A. Action Item: Public Hearing – Amendment to Janesville 208 Water Quality Management Plan.

Supervisor Owens moved to go into public hearing at 9:10 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Mawhinney, Jensen, Owens, and Sweeney.

There was no Public comment.

Duane Cherek from the City of Janesville Planning Department summarized to the Committee the proposed amendment. Stated that the Town of Rock supports the amendments, which includes removing some land area near the Rock County Airport from the sewer service area and adding some land near Rock Haven on the north side of Janesville.

Supervisor Owens moved to close the Public Hearing at 9:17 a.m. with a second by Supervisor Gustina and the roll call was read. Present: Supervisors Gustina, Owens, Jensen, Mawhinney, and Sweeney.

- B. Action Item: Approval of Amendment to Janesville 208 Water Quality Plan**
Supervisor Sweeney stated that the Technical Advisory Committee unanimously approved the amendments.

Supervisor Jensen moved to approve the Amendment to Janesville 208 Water Quality Plan; seconded by Supervisor Owens. All in favor – **APPROVED (Yes – 5, No – 0, Absent 0)**

7. **FINANCE**

- A. Action Item: Department Bills/Encumbrances/Amendments/Transfers**

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

8. **HOUSING & COMMUNITY DEVELOPMENT**

Mr. Somppi presented the staff report.

- A. Action Item: CDBG – Small Cities/Lead Hazard Control/Rental Rehab. RLF (ID #'s: 007048D1/020687D1/09733611) = \$35,185**

Supervisor Jensen moved the approval of CDBG – Small Cities/Lead Hazard Control/Rental Rehab. RLF (ID's 007048D1/020687D1/09733611) for an amount up to \$35,185; second by Gustina. All in favor – **APPROVED (Yes 4, No 1(Mawhinney), Absent 0).**

- B. Action Item: CDBG – RLF (ID 020675D2) = \$15,150**

Supervisor Gustina moved the approval of CDBG – RLF (ID 020675D2) for an amount up to \$15,185; second by Supervisor Jensen. All in favor – **APPROVED (Yes 5, No 0, Absent 0).**

Conflict of Interest Statement:

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

Information Verification Statement:

All information required for loan approval was verified.

9. **DIRECTOR'S REPORT**

Director Paul Benjamin reported on Planning Department activities:

- Mr. Somppi described to the Committee the new filing system recently enacted. Mr. Somppi will add the date in place of a check mark to indicate the completion of a certain task.
- Mr. Benjamin is working on an MOU with Rock County Economic Support to gather other information such as alimony, etc. to create a more complete application form. The Supervisors would like some way to find out what the applicant is earning along with his/her employment history.
- Mr. Benjamin met with the City of Beloit on their water quality plan. There have been conflicts among adjoining units of government.
- Planning Department 2012 Budget. Mr. Benjamin explained that all departments need to reduce their budget 2% below last year's budget. He also discussed some potential personnel changes. Two staff members are seeking additional sources of revenue through updating of town zoning ordinances.

- Sustainable Communities Regional Planning Grant. Mr. Benjamin stated that he and Chair Sweeney met with several communities including the City of Evansville discussing the possibility of improving the Union-Pacific rail line from Janesville to Evansville to Oregon/Fitchburg area. This could improve not only transportation facilities but also housing and economic development.

10. **COMMITTEE REPORTS**

Supervisor Mawhinney mentioned that the Rock Haven joint committee meeting has been cancelled and rescheduled to September 2 at 8:00 a.m. in N-1/N-2 on fifth floor of the Rock County Courthouse.

11. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee meeting at 10:35 a.m.; seconded by Supervisor Mawhinney. **ADOPTED** by acclamation.

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

Prepared by: Steve Schraufnagel – Acting Secretary