



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, FEBRUARY 14, 2013 - 8:00 A.M.**  
**CONFERENCE ROOM, N1-N2**  
**FIFTH FLOOR**  
**ROCK COUNTY COURTHOUSE**  
**JANESVILLE, WI**

**1. CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:02 a.m. on Thursday, February 14, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Wayne Gustina, and Marilyn Jensen.

Planning & Development Staff present: Paul Benjamin (Director), Colin Byrnes (Zoning Administrator), Steve Schraufnagel (Acting Secretary), David Somppi (Community Development Manager) and James Otterstein (Economic Development Manager).

Citizens present: Steve Lathrop (Combs & Associates).

**2. ADOPTION OF AGENDA**

Supervisor Gustina moved to adopt the agenda as presented, Supervisor Jensen seconded. **ADOPTED 3-0.**

**3. MEETING MINUTES – JANUARY 24, 2013**

Supervisor Gustina moved the approval of the January 24, 2013 Committee minutes as presented; seconded by Supervisor Jensen. **APPROVED AS AMENDED. 3-0**

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

Director Benjamin announced that a public hearing on Farmland Preservation Rule 49 would be held in Madison on February 25.

**5. CODE ENFORCEMENT**

**A. Action Item: Preliminary Approval of Land Divisions**

Mr. Byrnes discussed the submitted land division.

- LD 2013 002(Janesville Township) – Gary Peters.

Supervisor Gustina made a motion to conditionally approve LD 2013 002; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –3 No- 0, Absent – 2)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Show septic and well location for existing structures on lot.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before February 14, 2014.
4. 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.
5. 40' ½ ROW along W. County Road A.
6. Note of Final Map: "Since Lot 1 contains existing buildings which use an existing private sewage system no soil evaluation on the lot was required at the time of this survey. However, soils on the lot maybe restrictive to the replacement of the existing system."
7. 10' utility easement across front of lot 1.

**B. Information Item:**

- **Zoning of County Owned Property**  
Mr. Byrnes stated that this item would be discussed at the first meeting in March (March 14) when the full committee will be present.
- **Land Division Regulations One Year Review**  
Mr. Byrnes mentioned that this item will be addressed with the Town Clerks at the March 19 Towns workshop.

**6. FINANCE**

**Action Item: Department Bills/Encumbrances/Amendments/Transfers**

Supervisor Jensen moved to approve the bills; second by Supervisor Gustina. All in favor – **Approved (Yes – 3, No – 0, Absent – 2)**

Supervisor Gustina moved to approve the transfer; second by Supervisor Jensen. All in favor – **Approved (Yes – 3, No – 0, Absent – 2)**

7. **COMMUNITY DEVELOPMENT**

• **Information Item: Emergency Repair Assistance – Loan ID 020707D1**

Mr. Somppi explained to the Committee that this was an emergency loan that the Planning Director approved as part of the Housing Procedures Manual.

• **Information Item: Community Development activity Update**

Mr. Somppi gave a report as to the status of a number of projects the staff is currently working on:

Lead Hazard Control Grant was recently completed and submitted to HUD for review. Expecting a response if the grant was successful by sometime in April.

Staff is currently processing applications in the Village of Orfordville and the City of Milton. There are currently 9 applications in Orfordville and 8 in Milton that are in the hopper. There are also 14 applications backlogged in the HOME and CDBG grants that need to be processed.

Long-term support currently has 5 projects that staff is working on.

The Southern Wisconsin Housing Consortium will meet on February 26 to discuss the dispersal of projects. It appears that Rock County could be eligible for up to 20 projects. The program will be operating out of Columbia County. A consultant has been retained to manage the program.

8. **Economic Development**

**A. Information Item: 2012 Annual Report**

Mr. Otterstein gave a slide presentation reviewing the state of the Rock County Economy. It was very well received and the Committee commended him on his effort.

9. **DIRECTORS REPORT**

- **Farmland Preservation Plan** – DATCP is still reviewing the draft plan.
- **Water Quality Planning** – Mr. Benjamin announced that there would be a Tech meeting scheduled for March 7.
- **WisDOT Park & Ride System Study Meeting** – Mr. Benjamin announced that there is to be a meeting at the City of Janesville that will introduce the Park & Ride study on February 20.

- **About 15-20 town representatives attended workshop in February 2013 – The workshop featuring AEA's.**
- **Workshop in March 19, 2013** – A second town workshop is scheduled that will feature topics such as Land Division Review, MOA's and Town Zoning Ordinance updates.
- **Edgerton Community Outreach Public Facilities Grant** – The rehab project is to begin April 1, 2013.

**10. COMMITTEE REPORTS**

There were no committee reports at this time.

**11. ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 10:05 a.m.; second by Supervisor Jensen. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, March 14, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel - Acting Secretary