



**MINUTES**  
**ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE**  
**THURSDAY, MARCH 28, 2013 - 8:00 A.M.**  
**COURTHOUSE CONFERENCE ROOM**  
**SECOND FLOOR**  
**ROCK COUNTY COURTHOUSE**  
**JANESVILLE, WI**

**1. CALL TO ORDER**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, March 28, 2013 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Marilyn Jensen, Mary Mawhinney, and Phil Owens. Supervisor Wayne Gustina was not present.

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

Jason Houle (County Surveyor), and Michelle Schultz (Real Property Lister)

Citizens present: Bob Leuenberger (Batterman & Associates) and Steve Betz (Alliant Energy).

**2. ADOPTION OF AGENDA**

Supervisor Owens moved to adopt the agenda as amended, Supervisor Mawhinney seconded. **ADOPTED 4-0.**

**3. MEETING MINUTES – MARCH 14, 2013**

Several minor changes to the minutes were noted including the motion made by Supervisor Owens concerning Zoning of County Owned Property on page 2 should now read "Supervisor Owens moved to approve the adoption.....".

Supervisor Jensen moved the approval of the March 14, 2013 Committee minutes as amended; seconded by Supervisor Owens. **APPROVED. 4-0**

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

None at this time.

5. **Surveyor**

**A. Action Item: Resolution – Authorizing Purchase of Surveying Equipment**

Mr. Houle distributed to the Committee several handouts addressing the need for more modern equipment that will improve the County Surveyor's ability to provide better and more accurate information for both the public and other County Departments.

Supervisor Owens made a motion to approve the resolution; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

6. **CODE ENFORCEMENT**

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

Mr. Byrnes discussed the submitted land divisions.

- LD 2013 010 (Beloit Township) – Alliant Energy

Supervisor Owens made a motion to conditionally approve LD 2013 010; Seconded by Supervisor Jensen. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.
2. Note on Lot 1 Final Map: "No building which produces wastewater allowed on lot"
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before March 28, 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.

- LD 2013 011 (Newark Township) – Orfordville Fire District

Supervisor Mawhinney made a motion to conditionally approve LD 2013 011; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

Conditions of Approval:

1. Existing structures shall meet setback regulations.

2. Acceptable soil and site evaluation report received on Lot 2.
  3. Show well and septic locations for existing structures on Lot 1.
  4. Note on Lot 1 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 septic system."
  5. Utility easements put on lots as requested by utility companies.
  6. State Highway Access Permit from WISDOT.
  7. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before March 28, 2014.
  8. 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.
- LD 2013 012 (Beloit Township) – Marian Schimd

Supervisor Mawhinney made a motion to conditionally approve LD 2013 012; Seconded by Supervisor Jensen. All in favor – <b>Approved (Yes –4 No- 0, Absent – 1)</b>
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Conditions of Approval:

1. Acceptable soil and site evaluation report received on Lot 1.
2. Utility easements put on lots as requested by utility companies.
3. Final CSM (1 year time frame) submitted to and approved by the Planning and Development Agency on or before March 28, 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.

**B. Action Item: Zoning of County Owned Property**

Mr. Byrnes described where staff were at with the County Owned Property issue. Wording to be included in the Shoreland Revision was discussed with Deputy Corp. Counsel Dumas and presented to the Committee. That wording comes directly from State Statute Chapter 59.

Supervisor Mawhinney has some concerns with using the County Board as the final say in rezoning of County Owned land. Staff believes this comes out of Chapter 59 but will meet with Mr. Dumas to clarify.

Supervisor Mawhinney moved to table the adoption of the Zoning of County Owned Land Policy until the April 11 P&D meeting; second by Supervisor Jensen. All in favor – **Approved (Yes – 4, No – 0, Absent – 1)**

7. **FINANCE**

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

Supervisor Mawhinney made a motion to approve the Bills/Encumbrances and Transfers; Seconded by Supervisor Owens. All in favor – **Approved (Yes –4 No- 0, Absent – 1)**

8. **COMMUNITY DEVELOPMENT**

**Information Item: Community Development Block Grant – Small Cities Grant Closeout Report.**

Mr. Somppi informed the Committee on the closeout of a Small Cities Grant received in 2010. A total of 37 properties were rehabbed.

9. **DIRECTORS REPORT**

- **Farmland Preservation Plan** –The Town of Janesville is still working on the update of their map. As soon as staff receives the map, it will be sent up to DATCP for review.
- **Water Quality Planning** – Mr. Benjamin reviewed with the Committee the result of the TAC meeting held on March 27. He presented the maps the Health Department created depicting levels of bacteria and nitrates and locations of failing septic systems. The next meeting of the TAC will be May 15.
- **Workshop in March 19, 2013** – Six towns attended the workshop. Topics discussed were the County Zoning Ordinance Template, and Land Division Ordinance update procedures.
- **Future Meeting with Towns** – Mr. Benjamin stated that the Town's Workshops would resume in the fall. Possible topics to include the County Website, and discussion on the use of easements.
- **Town Zoning Ordinance Updates** – Staff is continuing to work with Towns that are under contract with the agency. Currently, staff is finishing up with the Town of Plymouth and will continue to work with Center, Magnolia and Milton.
- **Southern Wisconsin Housing Consortium Meeting March 22-** The Consortium was awarded \$2.4 million in 2012.

**10. COMMITTEE REPORTS**

Staff has yet to be contacted by the applicant concerning a Conditional Use Permit required for the gravel pit to operate on the Traynor property in Milton Township.

**11. ADJOURNMENT**

Supervisor Mawhinney moved to adjourn the committee at 9:20 a.m.; second by Chair Sweeney. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, April 11, 2013 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary