



MINUTES
ROCK COUNTY PLANNING & DEVELOPMENT COMMITTEE
THURSDAY, OCTOBER 23, 2014 - 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, October 23, 2014 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Mary Mawhinney, Wayne Gustina, Wes Davis and Jason Heidenreich.

Planning & Development Staff present: Colin Byrnes (Acting Planning Director/Zoning Administrator), Steve Schraufnagel (Acting Secretary), and Travis Bangart (GIS Intern).

Other County Staff present: Jason Houle (County Surveyor), Michelle Schultz (Real Property Lister), and Josh Smith (County Administrator).

2. ADOPTION OF AGENDA

Supervisor Davis moved to adopt the agenda; Supervisor Gustina seconded the motion to approve the agenda. **Approved 5-0.**

3. MEETING MINUTES – October 9, 2014

Supervisor Mawhinney moved the approval of the October 9, 2014 Committee minutes. Supervisor Davis seconded the approval of the minutes. **APPROVED AS 5-0.**

4. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS

None at this time.

5. CODE ADMINISTRATION & ENFORCEMENT

A. Action Item: Preliminary Land Division Approval

Mr. Byrnes discussed the land divisions with the Committee.

LD 2014 036 (Janesville Township) – David Anderson

Supervisor Gustina made a motion to approve LD 2014 036 with conditions;
Seconded by Supervisor Mawhinney. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. Note on Final CSM: "No building which produces wastewater allowed on Lot 1 until acceptable soil and site evaluation report received on lot."
2. Utility easements put on lot as requested by utility companies.
3. Indicate on CSM FEMA floodplain.
4. Final CSM to be submitted to and approved by the Planning and Development Agency one year (October 23, 2015) of Preliminary Approval.
5. 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 2014 044 (Janesville Township) – James Carney

Supervisor Mawhinney made a motion to approve LD 2014 044 with conditions; Seconded by Supervisor Gustina. All in favor – **Approved (Yes –5 No- 0, Absent – 0)**

Conditions

1. 33' half road right of way (ROW) dedicated along N. Crystal Springs Rd. in front of proposed Lot 1 & 2 at the discretion of the Town of Janesville.
2. Show well and septic locations for existing structures on proposed Lot 1.
3. Existing structures shall meet setback regulations.
4. Note 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. Soils on the lot may be restrictive to the replacement of the existing system."
5. Acceptable soil and site evaluation report received on Lot 2.
6. Utility easements put on Lot 2 as requested by utility companies.
7. Indicate Wetland boundary and Note: "Wetland field delineation required at time of lot development," on final CSM.
8. Indicate FEMA Floodplain on Final CSM.

9. Final CSM to be submitted to and approved by the Planning and Development Agency one year (October 23, 2015) after the date of Preliminary Approval.
10. 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. Information Item: Administrative Quarterly Report,

Mr. Schraufnagel stated that the 3rd quarter report was fairly routine except that the number of land divisions (51) at the end of the quarter matched last year's entire total.

6. **FINANCE**

A. Department Bills/Transfers/Pre-Approved Encumbrances and Amendments to Encumbrances

No Bills/ Transfers/Pre-Approved Encumbrances at this time.

B. Information Item: 2015 Proposed Budget

- Real Property – Cost to continue with three new computers being budgeted for.
- Surveyor – Cost to continue.
- Planning & Development - Mr. Byrnes explained that next year's budget proposed the elimination of the County Engineering position. This is due to a lack of work activity at Public Works and the Planning Agency. Mr. Smith explained that Public Works has offered to provide engineering assistance if needed.

7. **COMMITTEE REPORTS**

Supervisor Davis reported that he attended the Forward Janesville Presentation of the Downtown Riverfront plan that entails the future development of a 5 block area on both sides of the Rock River in downtown Janesville. Supervisor Davis passed several publications out depicting the redevelopment plans and the proposed general timeline of the redevelopment.

8. **DIRECTORS REPORT**

- Farmland Preservation/Shoreland Zoning – Mr. Byrnes explained to the Committee how the Hegwood v. Town of Eagle case may affect those land owners claiming farmland preservation tax credits that have land located within that shoreland jurisdiction.

Mr. Byrnes has sent a letter to the Town Chairmen informing them of a meeting to be held on October 28, 2014 at 6 p.m. at the Courthouse. A draft resolution has been developed that would amend the County Shoreland Ordinance as

recommended by the Wisconsin County and Towns Association. Adoption of this resolution would allow land owners to claim tax credits within the shoreland area. This proposal will be explained to those attending the October 28th meeting. After a Public Hearing is held, the County Board will act on the resolution at their December 11th meeting.

9. **ADJOURNMENT**

Supervisor Gustina moved to adjourn the committee at 9:15 a.m.; second by Supervisor Davis. **ADOPTED** by acclamation.

The next meeting of the Planning & Development Committee will be **Thursday, November 13, 2014 at 8:00 a.m.**

Prepared by: Steve Schraufnagel – Acting Secretary