



**MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, February 11, 2021 – 8:00 A.M.
Meeting was teleconferenced using Zoom**

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, February 11, 2021. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina, Russ Podzilni, and Robert Potter. QUORUM PRESENT.

Rock County Staff Present: Andrew Baker (Planning Director), Christine Munz-Pritchard (Senior Planner), James Otterstein (Economic Development Manager), Michelle Schultz (Real Property Lister)

Citizens Present: Sallie Hanna Downey

1. Call to Order: Roll Call.
2. Adoption of Agenda.

Change in Agenda: Remove item 2020 066 (Newark Township) – Heldt (1 Lot CSM) until after the Town meets in March.

Also, request to move Item 6.A. up on the agenda prior to Item 5.

Moved by Supervisor Podzilni, **Seconded** by Supervisor Potter with changes as presented. **Approved (5-0)**

3. Approval of Minutes of the Planning & Development Meeting held Thursday, January 28, 2021 at 8:00 am.

Moved by Supervisor Davis, **Seconded** by Supervisor Gustina. **Approved (5-0)**

4. Citizen Participation, Communications and Announcements.
None

6. Community Development

A. **Action Item:** Citizen Objection to the Director's Decision to Deny a Mortgage Subordination Request. Mr. Baker explained that the applicant has an existing loan from the Housing program along with a HELOC from a credit union. She would like to refinance the HELOC to a standard mortgage, therefore the credit union requests that Rock County subordinate to the new loan, i.e. take second position. This is a standard request that is always approved by Staff as long as the criteria are met. One criteria is that the owner agrees to escrow property taxes with the primary lender. In this case, the

owner does not want to do that, so the subordination was denied. The owner explained that the local branch of the credit union does not offer escrow services for loans of this term (8 years). Since the request for this appeal was made, the credit union rewrote the mortgage paperwork including escrowing the taxes. The result was mortgage terms and payment amount nearly identical to the first request. The only substantive difference is that the mortgage will not be held locally, but likely “sold” elsewhere. The applicant prefers that the mortgage be held locally, which makes it easier to make extra payments, etc. Discussion followed regarding the fact escrowing taxes has long been a condition of subordination approvals.

Motion by Supervisor Podzilni to deny the request for appeal and uphold Staff denial of the request, **Seconded** by Supervisor Davis. Motion approved on a 4-1 vote (Supervisor Sweeney voting no).

5. Code Enforcement

a. **Action Item:** Approve, Approve with Conditions or Deny Preliminary Land Divisions:

1. 2020 028 (Porter Township) – Farrington (1 Lot CSM)
Supervisor Sweeney explained that while the larger parent property consists of two parcels due to the property being split by W Gibbs Lake Rd (which is a Section line), the Town of Porter considers the property to be a single base farm tract. Therefore, though the remaining parcel on the south side of the road is less than 35 acres, it is not necessary to include it as part of this survey because it is still included with the deed for the land to the north of the road. Supervisor Sweeney also noted that the Town included the condition that a note be placed on the CSM indicating no new tree planting with a mature height of 25’ or more may be planted within 25’ of the lot line.

**Motion to approve by Supervisor Davis, Seconded by Supervisor Potter
Approved (5-0) with Conditions**

Conditions:

- 1). Existing easements shall be shown and proposed utility easement(s) shall be placed on lots as requested by utility companies (where applicable).
- 2). Note on Final CSM “Lot 1 contains existing building which utilize an existing private sewage system at the time of this survey. However, soils on the lot may be restrictive to the replacement of the existing system.
- 3) Comply with the standards in the Town of Porter Zoning Ordinance related to creating a new lot in the AE District.
- 4). Dedicate 33 foot half road right of way along W Gibbs Lake Rd at the discretion of the Town.

5). Final CSM shall be submitted to and approved by the Agency within one year after preliminary approval.

6). Final CSM shall be recorded with the Rock Co. Register of Deeds within 6 months of final approval.

7. Real Property Lister

A. Action Item: Resolution: Accepting 2021 Wisconsin Land Information Program Strategic Initiative Grant Funds and Amending the 2021 Land Records Budget. Michelle Schultz explained that the primary use for the fund will be for the County Surveyor to complete the remonumentation project. The Committee asked that the Surveyor provide a report regarding progress of the project at the next meeting.

Motion to approve by Supervisor Potter, **Seconded** by Supervisor Davis. **Approved (5-0)**

8. Economic Development

Mr. Otterstein reviewed the Q4 2020 Rock Ready Index, a quarterly dashboard report that is compiled and distributed by the Agency. Various statistical references, trends and observations were woven into his remarks. He also highlighted, as well as responded to questions regarding, specific economic and workforce development projects throughout the County. There was discussion. Since it was an information item, there was no Committee action.

The Committee congratulated James on his Frederick C. Pearce Award from WEDA, which is the organization's highest honor.

9. Finance

a. Information Item: Committee Review of Payments

None

b. **Action Item:** Transfers

No Transfers.

10. Directors Report

- New Planner III will be starting on February 22, 2021.
- WPHD has announced that the Executive Director has accepted a new elsewhere. They are working on recruitment. Services to Rock County should not be impacted in the short term because existing staff can handle the workload.
- Recently had phone discussion with representative of a company that is currently working on two solar power development projects in the County, one in Fulton and one along the Harmony/LaPrairie Boarder. Permits are being obtained for the Fulton project. Other project is in very initial planning stages.

11. Committee Reports.

None

12. Adjournment: **Moved** by Supervisor Potter, **Seconded** by Supervisor Gustina,

All in Favor (5-0), Time: 8:52 am.

Respectfully Submitted – Dana Sanwick, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

February 25, 2021 8:00 AM

March 11, 2021 8:00 AM