



MINUTES
PLANNING & DEVELOPMENT COMMITTEE MEETING
THURSDAY, FEBRUARY 27, 2020 – 8:00 A.M.
ROCK COUNTY COURTHOUSE CONFERENCE CENTER – 2ND FLOOR RM 250
JANESVILLE, WI

The meeting of the Rock County Planning & Development Committee was called to order at 8:00 a.m. on Thursday, February 13, 2020 at the Rock County Courthouse. Chair Sweeney presided. Supervisors present: Al Sweeney, Wes Davis, Wayne Gustina and Phil Owens. Supervisor Mawhinney was absent. QUORUM PRESENT.

Rock County Staff Present: Colin Byrnes (Planning Director), Kurt Wheeler; (Planner III), Andrew Baker (Senior Planner), and Dana Sandwick, Rock County Planning Office Coordinator.

1. Call To Order. 8:00 am
2. Adoption of Agenda

Moved by Supervisor Gustina, Seconded by Supervisor Davis. Adopted (4-0)

3. **Action Item:** Approval of Minutes of the Planning & Development Meeting held Thursday February 13th, 2020 at 8:00 am.

Moved by Supervisor Owens, **Seconded** by Supervisor Davis.
Approved (4-0)

4. Citizen Participation, Communications and Announcements.

Mr. Byrnes informed the committee that staff met with the new Director of WPHD as well as members of the Rock County Health Department regarding a possible grant program related to lead contamination mitigation that could be added or intertwined with Planning and Development programs in the future.

5. Code Enforcement

A.

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

LD2020_003 (Johnstown Township) – Johnson

Moved by Supervisor Gustina, **Seconded** by Supervisor Owens.
Approved (4-0) with 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 buildings which utilize and 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). Proposed lot lines must include the POWTS area with the building which utilizes the system.
- 4). Dedicate a 33 foot half road right of way along N. Emerald Grove Rd. at the discretion of the Town.
- 5). Final CSM shall be submitted to and approved by the Agency within 1 year after preliminary approval.
- 6). Final CSM shall be recorded with the Rock County Register of Deeds within 6 months of the final approval.

LD2020_006 (Spring Valley Township) - Funk

Moved by Supervisor Davis, **Seconded** by Supervisor Owens.
Approved (3-0) with 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 buildings which utilize and 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). Dedicate a sixty-six foot right of way along S. Holden Rd. at the discretion of the Town.
- 4). Approval conditioned on the Town's decision to approve a zoning change from 1 to A3
- 5). Final CSM shall be submitted to and approved by the Agency within 1 year after preliminary approval.
- 6). Final CSM shall be recorded with the Rock County Register of Deeds within 6 months of the final approval.

6. Community Development

- A. Action Item: Amending the Citizen Grievance Process for Income Determination: Rock County Community Development Policies and Procedures for HOME and CDBG Programs - Section V Cross Cutting Program Requirements

Mr. Byrnes updated the Committee on the change in procedure and the process going forward for income verification associated to the program.

Moved by Supervisor Owens, **Seconded** by Supervisor Sweeney.
Approved (4-0).

7. Finance

- A. Information Item: Committee Review of Payments
None
- B. **Action Item:** Transfers
None.

8. Committee Reports
None.

9. Directors Report

- A. Lot Combination Certified Survey Map – Rock County Department of Public Works Facility E. Shopiere Lane & E. CTH S, Turtle Township.

Mr. Byrnes gave an overview of the new Highway Dept. building located in Turtle Township, and a status on the project.

10. Adjournment

Moved by Supervisor Owens, **Seconded** By Supervisor Davis. All in Favor
Time: 8:31 am.

Respectfully Submitted – Kurt J. Wheeler, Acting Secretary

These minutes are not official until approved by Committee.

Future Meetings/Work Sessions

March 12, 2020 (8:00 am)
March 26, 2020 (8:00 am)
April 9, 2020 (8:00 am)
April 23, 2020 (8:00 am)