



**Planning and Development
Committee
Minutes – April 24, 2025
In Person and Via Zoom**

Call to Order: The meeting of Rock County Planning & Development Committee was called to order by Chair Sutterlin at 8:03 AM on Thursday, April 24, 2025. Roll call by Director Baker. Supervisors present in person: Chair Sutterlin, Cullen, Boehlke, and Wilson. Supervisor present via ZOOM: Rashkin. QUORUM present.

Staff present: Steven Godding (Senior Planner), James Otterstein (Economic Development Manager), Andrew Baker (Director), and Rachel Sarow (Planner).

Staff present via ZOOM: Jennifer Borlick (GIS Manager).

Others present via ZOOM: Caitlin Shanahan (CARPC – Senior Community Planner) and Jason Valerius (CARPC – Executive Director).

Adopt Agenda: Agenda moved by Supervisor Cullen, Seconded by Supervisor Boehlke. ADOPTED

Approval of Minutes:

Meeting held April 10, 2025: Moved by Supervisor Wilson, Seconded by Supervisor Cullen. ADOPTED

Citizen Participation, Communications and Announcements: None

Community Development:

Action Item: Review and Possible Action Regarding Updates to the Rock County (Community Development) Policy and Procedure Manual based on recent HOME Program Rules Change

Discussion was carried out by Director Baker on this issue. The last time this document was updated was in June 2024. Director Baker went through the document and pointed out all the revisions that were made to ensure that the document is current with changes starting this past week to the federal rules. Changes were also required based on the monitoring review by City of Janesville staff on behalf of the consortium. The primary changes were to the HOME funds program although the document encompasses both programs available. There are limited changes within the document that will change how the funds are utilized.

Motion for approval of the action item with updates to the Rock County Policy and Procedure Manual based on the recent HOME program rules change by Chair Wilson, Seconded by Supervisor Cullen. Passed unanimously. CARRIED

Corporate Planning:

Adopting a Public Participation Plan for the Updates of the Rock County Comprehensive and Farmland Preservation Plans (Resolution)

Discussion was carried out by guest presenter Caitlin Shanahan (CARPC – Senior Community Planner). Ms. Shanahan introduced herself and Jason Valerius (CARPC – Executive Director). The Capital Area Regional Planning Commission (CARPC) primarily works in Dane County. They work in fields such as land use, water quality, and community assistance. All these factors were outlined in the presentation. CARPC aided with the Rock County Hazard Mitigation Plan that was crafted in 2023. The process for the Rock County Comprehensive and Farmland Preservation Plans should be finalized in March/April 2026.

Supervisor Wilson questioned the cluster map provided during the presentation on how the divisions of townships were decided. There was discussion how the towns of Beloit, Turtle, and Clinton might be better grouped together. It was noted that the clusters of towns for community discussion are to be flexible, and input could be provided by the committee to how the town clusters may be better aligned. The community events will be open to all, so units of government are welcome to attend more than one cluster. Director Baker and Rachel Sarow (Planner) would commence the discussion at Town meetings in May. The representatives for CARPC are to be at the County Board meeting this evening with a similar presentation.

Motion for approval of the Resolution to adopt the public participation plan for the updates of the Rock County Comprehensive and Farmland Preservation Plans by Supervisor Cullen, Seconded by Supervisor Wilson. Passed unanimously. CARRIED

Director's Report: None

Committee Reports: None

Adjournment: Adjournment at 8:44 AM.

Moved by Supervisor Cullen, Seconded by Chair Sutterlin. APPROVED

Respectfully Submitted,

Ilana Eisenberg, Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.