

**MINUTES**  
of the  
**Capital Area Regional Planning Commission**

February 8, 2018

CCB Room 351, 210 Martin Luther King Jr. Blvd., Madison WI

6:15 p.m.

Commissioners Present: Brad Cantrell, Lauren Cnare, Maureen Crombie (phoned in), Mark Geller, Ken Golden, Kris Hampton, Tony Hartmann (phoned in), Peter McKeever, Ed Minihan, Larry Palm, David Pfeiffer, Bruce Stravinski, Caryl Terrell

Commissioners Absent: None

Staff Present: Linda Firestone, Sean Higgins (departed 6:58pm), Mike Rupiper, Steve Steinhoff

Others Present: 5 members of the public, including Forbes McIntosh

Roll Call

Chair Palm called the meeting to order at 6:15 pm. Quorum was established.

**1. Consent Agenda**

**a. Approval of Minutes of the January 11, 2018 Meeting (*actionable item*)**

**b. Report of the Executive Committee**

- (1) Discussion of Revisions to the 2018 CARPC Work Program
- (2) Discussion of Hiring a GIS Specialist
- (3) Discussion of Bylaws Amendment Regarding Executive Committee Composition
- (4) Legislative Updates and Discussion (separated as item #8.d.)
- (5) Recommendation to Commission to Approve Agreement with designCraft for Website Development Services to A Greater Madison Vision (separated as item #6)
- (6) Approval of February 2018 Disbursements and Treasurer's Report for January 2018

Mr. Golden moved to approve all items in the consent agenda; Mr. Hampton seconded. The motion passed on a voice vote.

**2. Public Comment on Matters not for Public Hearing**

No members of the public wished to speak.

**3. Consideration of Sewer Service Area Amendments**

**a. Amendment of the *Dane County Water Quality Management Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Central Urban Service Area**

(1) Overview of Staff Recommendations

Mr. Rupiper gave a presentation, which may be viewed at

[https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-02/WQMP\\_Recommendations\\_CUSA\\_020818.pdf](https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-02/WQMP_Recommendations_CUSA_020818.pdf)

(2) Questions of Staff Recommendations

Discussion included the language used in the management letter and the need to include stronger language for accountability of actions by different parties.

(3) **Consideration of a Management Letter to the Wisconsin Department of Natural Resources Regarding Amendment of the *Dane County Water Quality Management Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Central Urban Service Area (*actionable item*)**

Mr. Hampton moved to approve the management letter; Mr. Cantrell seconded. The motion passed on a voice vote.

#### 4. Consideration of Land Use Management Letter

##### a. Overview of Staff Recommendations

Mr. Higgins gave a presentation, which may be viewed at

[https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-02/PreliminaryStaffAssessment-LandUse\\_020818.pdf](https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-02/PreliminaryStaffAssessment-LandUse_020818.pdf)

##### b. Questions of Staff Recommendations

Mr. Golden spoke about the MPO's concern about connectivity of streets, and he inquired as to whether the MPO's concerns were substantially addressed. Chair Palm stated that the MPO's concerns had been met. Mr. Golden suggested that future CARPC management letters include affirmation that any concerns of the MPO had been addressed. Chair Palm summarized questions: when CARPC gets information from the MPO, what should CARPC staff do with it and should it be included in CARPC's land use management letter? There were also discussions regarding (1) the planning for the provision of transit service in the application; (2) affordable housing; and (3) bicycle routes.

Mr. Golden requested that, in the future, either the Executive Committee or the Commission flesh out the process so that staff knows what is expected to be in the management letters.

##### c. **Consideration of a Management Letter to the City of Madison Regarding Amendment of the Dane County Land Use and Transportation Plan by Revising the Urban Service Area Boundary and Environmental Corridors in the Central Urban Service Area (actionable item)**

Mr. Golden moved to approve the management letter; Ms. Cnare seconded. The motion passed on a voice vote.

Mr. Golden asked why a roll call vote was not taken for either of the last two votes. Chair Palm explained that a roll call vote was only necessary if the Commission was voting to amend the plan, and since these were votes to consider management letters only, roll call votes were not necessary.

Mr. Steinhoff stated that, at some future date, when the six-month or one-year amendment to the land use plan is brought to the Commission, then a roll call vote will need to be taken.

Mr. McKeever requested a future discussion about reviewing the voting process.

Ms. Terrell inquired as to whether the CARPC management letter on water quality is forwarded to the Madison Metropolitan Sewerage District (MMSD) so that it knows what the standards are. Mr. Rupiper stated that the management letter is forwarded to the DNR, who approves it. Then, when MMSD does an annexation, it receives a copy of the DNR letter and the CARPC resolution or management letter as supporting documentation.

#### 5. **Consideration of Agreement with designCraft for Website Development Services to A Greater Madison Vision (actionable item)**

Ms. Cnare moved to approve the agreement with designCraft for website development; Mr. Pfeiffer seconded.

Ms. Terrell was concerned that people will be on vacation while the scenario website is active (May and June). She asked if there was a Plan B if the website needs to be pushed back to the Fall. Chair Palm stated that the final decision date for website activation will be April 23rd. If the website needs to be pushed back to the Fall, an amendment will need to be made to the agreement.

The motion passed on a voice vote.

#### 6. Reports

##### a. Report of Deputy Director / Report and Discussion on Division of Community and Regional Planning Activities

Mr. Steinhoff reviewed his handouts, and mentioned that the June CARPC meeting will need to be rescheduled because the AWRPC Summit will be held on Thursday, June 14th (the same date as the CARPC meeting). Also mentioned was that staff was actively recruiting for a full-time GIS Specialist. A discussion ensued regarding the City's decision to not move forward with the Fair Housing Assessment Report, which was a \$10,000 loss of expected revenue for CARPC.

b. Report and Discussion on Division of Environmental Resources Planning Activities

Mr. Rupiper highlighted several items from the Environmental Resources Division report in the packet.

c. Report of Executive Chair / Discussion

Chair Palm stated that his information would be given during the MPO work group report.

7. Presentations and Discussions

a. Report of the Madison Area Transportation Planning Board

Chair Palm, Mr. Golden, and Mr. Stravinski reported on the February 7th MPO meeting, including a bicycle safety study and a potential MPO logo change.

b. Report of Joint CARPC-MPO Work Group

Chair Palm stated that Commissioners needed to individually reflect on how he or she felt about a merger and whether that should happen. A commitment to a merger is a huge amount of work and CARPC has to be fully willing to do that. Most of the discussion during the last meeting was about co-location, with additional discussions about a staff merger, as well as how the boards would be structured.

Ms. Terrell asked if a process had been established to actually make the final decision on whether a merger was possible. Chair Palm said there were two questions: (1) whether the two organizations want to merge; and (2) if the organizations do want to merge, what does that process look like. Discussion then ensued on how a merger could take place.

Mr. Steinhoff reported that our legal counsel's first reaction was that 90% or more of whatever CARPC and the MPO wanted to achieve could be done through intergovernmental agreements, which allow for a great deal of flexibility, without going through a merger.

c. Report of Joint CARPC-DCLWC Work Group

Mr. McKeever stated that the group has met three or four times. All of the discussions have been on learning what a stormwater volume trading market was and what it looked like. Currently there is only one market in the U.S. (Washington D.C. area) and, if Madison created one, Madison would be the second market in the U.S. What the Washington D.C. market does could be cloned for a Madison market. Scheduled for the March meeting is a presentation from the Milwaukee Metropolitan Sewerage District, which has a very different program that could be adapted for a Madison stormwater volume trading market. Chair Palm asked if a presentation would be helpful to the Commission. Mr. McKeever stated that it was very interesting and only took 15-20 minutes.

d. Legislative Updates

(1) SB 640 (Development Property Modernization Act of 2017)

(2) AB 547 / SB 600 (Wetlands Reform)

Mr. Forbes gave updates on items 1 and 2.

(3) Promoting Legislation to Remove the RPC Levy from the Calculation of the County Levy Limit

Chair Palm summarized the Executive Committee's discussion regarding this. He suggested that a legislative workgroup be created to study this issue, and the agency's legislative agenda generally, and make suggestions. Ms. Cnare suggested that this be put on hold until the Fall due to current workloads and the AGMV scenario project. Mr. McKeever felt putting this on hold was not a problem. Chair Palm urged Commissioners to gather their thoughts and send them to Mr. Steinhoff.

8. Future Agenda Items (Next meetings are March 8th and April 12th in Room 351 CCB)

No future agenda items were presented.

9. Adjournment

Mr. Hampton moved to adjourn; Mr. McKeever seconded. The motion passed on a voice vote. The meeting adjourned at 7:55pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



---

Kris Hampton, Secretary