

MINUTES
of the
Capital Area Regional Planning Commission

August 9, 2018

Rm 351 CCB, 210 Martin Luther King Jr Blvd, Madison WI

6:15 PM

Commissioners Present: Brad Cantrell, Lauren Cnare (arrived 6:20pm), Maureen Crombie, Mark Geller, Kris Hampton, Peter McKeever, Ed Minihan (departed 8:08pm), Larry Palm (Chair), David Pfeiffer, Caryl Terrell

Commissioners Absent: Ken Golden, H. Tony Hartmann, Bruce Stravinski

Staff Present: Linda Firestone, Mike Rupiper, Steve Steinhoff

Others Present: 5 members of the public

1. Roll Call

Chair Palm called the meeting to order at 6:16 PM. Quorum was established.

2. Consent Agenda (*actionable item*)

a. **Approval of Minutes of the July 12, 2018 CARPC Meeting (*actionable item*)**

b. **Report of the Executive Committee (*actionable item*)**

(1) Consideration of Approval of Revisions to the CARPC Personnel Manual (*actionable item*)

(2) Approval of August 2018 Disbursements and Treasurer's Report for July 2018 (*actionable item*)

(3) Discussion of Potential Revisions to CARPC 2018 Budget (separated as 4.b. below)

(4) Discussion of CARPC Draft 2019 Work Program (separated as 4.c. below)

(5) Discussion of Potential CARPC 2019 Budget Revisions Including Move Costs (separated as 4.d. below)

(6) CARPC Strategic Planning

Mr. Hampton moved to accept the consent agenda; Mr. Cantrell seconded. The motion passed on a voice vote.

3. Public Comment on Matters not for Public Hearing

No members of the public wanted to speak.

4. Presentations and Discussions

a. Report of the Members of the Madison Area Transportation Planning Board
(1) Joint MPO/CARPC Work Group Update

Chair Palm reported that he had been elected as the MPO's chairperson. Doug Wood, alder from Monona, has volunteered to be on the Joint MPO/CARPC Work Group as an MPO member. Chair Palm stated that there would be one more meeting of the Joint MPO/CARPC Work Group to wrap up the recommendations it made, and he was going to seek an October joint meeting of the MPO and CARPC staffs, possibly on October 24th.

b. Potential Revisions to CARPC 2018 Budget

Mr. Steinhoff gave an overview of the proposed budget changes, which included staff changes, the addition of costs for the CARPC file digitalization project (scanning old sewer extension reviews, stormwater plans, and USA amendments), and reductions in estimated revenue amounts based on year to date actual revenues. (Handout is attached to these minutes.)

c. CARPC Draft 2019 Work Program

Mr. Steinhoff gave an overview of the 2019 Work Program.

Topics of discussion included:

- The land use plan developed from A Greater Madison Vision (AGMV) results will be led by Sean Higgins, with input from Steve Steinhoff, the MPO, and other CARPC community planners.
- Corrections are needed in several spots in the work program document to replace "2018" with "2019;"

- The need for more staff time to help with agricultural issues. Mr. Steinhoff will look into this to come up with options to increase staff time.

d. Potential CARPC 2019 Budget Revisions Including Move Costs

This item was presented before item 4.c.

Mr. Steinhoff gave an overview of the revised 2019 budget (see attached), which included estimated costs of the CARPC office moving to a different location, and estimated higher fee revenue. There may be opportunities in the future for cost savings related to colocation with the MPO due to the sharing of equipment and turnover of staff.

5. Reports

a. Report of Directors

(1) Report of Deputy Director on Division of Community and Regional Planning Activities and A Greater Madison Vision

Mr. Steinhoff gave his director's report.

A Greater Madison Vision Update: AGMV beta testing had been completed and changes were made based on those results. Currently staff, AGMV steering committee members and commissioners were concentrating on marketing the survey. A suggestion has been made to do a scientific survey. High school engagement might include high schools competing against each other. Waunakee High School will have each student complete the survey in home room period. Mt. Horeb will promote the survey among its students. Marketing attempts to the Madison high schools are to be made. A statement has been added in the beginning of the survey as to why it is important. A lot of detail will not be added to keep the survey simple for the general public, and allow the survey to be completed in ten minutes. Commissioners requested some wording changes be made in the survey. Chair Palm stated that he hoped Commissioners would be involved in the events planned for the September 12th launch of the survey.

(2) Report and Discussion of Division of Environmental Resources Planning Activities

(i) 208 letter (Water Quality Management Plan conformance review) for the Kettle Creek North Phase 2 & 3 sanitary sewer extension project in the City of Verona

Mr. Rupiper gave his director's report, and reviewed the situation with the non-conforming 208 letter that was issued to the City of Verona. His monthly report may be viewed at

https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-08/Rupiper_MonthlySewerSvcSummary_080918.pdf

b. Report of Executive Chair on Commission Outreach Activities

This item was presented between item 4.c. and item 6.

Chair Palm has been named Chair of the Madison Area Transportation Planning Board (MPO). He stated that he and Mr. Steinhoff have discussed the option of a quasi-joint strategic planning process with the MPO. Chair Palm also wanted to have a joint meeting of CARPC and the MPO in October.

Chair Palm and Mr. Steinhoff have been aggressively meeting with community people regarding the AGMV scenarios survey. Neil Heinen (WISC-TV and Madison Magazine) will do some public service announcements to encourage people to complete the scenarios survey.

Chair Palm ended the conversation at this point to move to #6. After items #6 and #7 were completed, the discussion came back to this discussion about AGMV.

Chair Palm reported that Ho-Chunk Gaming will give members of the Ho-Chunk Nation \$10 in player rewards for completing a survey. The owner of Adam's Outdoors was very interested in planning, and billboards would be a means to connecting with various groups of people.

6. PUBLIC HEARINGS (7 p.m.)

a. Consideration of Recommendation to the Wisconsin Department of Natural Resources on Amendment of the *Dane County Water Quality Plan* by Revising the Environmental Corridors in the Central Urban Service Area in the City of Madison

(1) Applicant Presentation - Amendment Overview

(2) Open Public Hearing to Take Testimony from Registrants; Close Public Hearing

- (3) Staff Overview
- (4) Commissioner Questions and Discussion

The registrants were:

- Phil Gaebler, Water Resources Engineer for the City of Madison, who was in support of the recommendation, wished to speak, and was available for questions;
- Roxanne Johnson, civil engineer for the developer, who was in support of the recommendation and was available for questions;
- Timothy J. Ketter, the developer, who was in support of the recommendation and was available for questions; and
- Tim Parks, Planning Division of the City of Madison, who was in support of the recommendation and wished to speak.

Item 6.a.(1): Mr. Gaebler and Mr. Parks gave a brief presentation, and answered questions from Commissioners.

Item 6.a.(2): Chair Palm opened the public hearing to allow registrants to speak. There were no registrants who wished to speak. Chair Palm closed the public hearing.

Item 6.a.(3): Mr. Rupiper gave the staff presentation, which may be viewed at https://danedocs.countyofdane.com/webdocs/PDF/capd/BoardSync/2018-08/StaffPresentation_EC_Change_C-Madison_080918.pdf

Item 6.a.(4): Commissioners asked questions throughout the applicant and staff presentations.

7. Action Items

- a. **Consideration of Approval of a Management Letter from the Commission to the Wisconsin Department of Natural Resources Regarding Amendment of the Dane County Water Quality Management Plan by Revising the Environmental Corridors in the Central Urban Service Area in the City of Madison (*actionable item*)**

Mr. Cantrell moved to write an amendment to the management letter; Ms. Cnare seconded.

Mr. McKeever moved to amend the previous motion to include, as a condition, the suggestion of incorporation into a stormwater maintenance plan. Additionally, include some language that gives some parameters on the definition of "dense." Then Mr. McKeever changed his motion so that the original motion be approved contingent upon inclusion of these things satisfactory to staff.

Mr. Rupiper edited the management letter to include as #4 under conditions:

"Require a restoration and native vegetation management plan for the wetland buffer be recorded as part of the stormwater management maintenance agreement."

Ms Terrell seconded Mr. McKeever's motion. The motion passed on a voice vote.

Ms. Cnare moved that the following sentence be moved from being #1 under recommendations to #5 under conditions; Ms. Terrell seconded.

"Consider requiring/encouraging the use of permeable pavement for the north patio and parking surfaces." Additionally, the phrase "where slopes are appropriate" was added to the end of the sentence.

This amendment passed on a voice vote.

Approval of Mr. Cantrell's original motion passed on a voice vote.

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

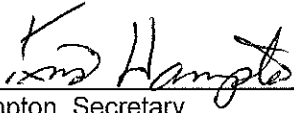
- 8. Future Agenda Items (Next meetings are September 13 at 6:15pm Room 351, CCB, and October 11, at 6:15pm in Room 351, CCB, or at Sun Prairie City Hall)

9. Adjournment

Mr. Hampton moved to adjourn; Ms. Cnare seconded. The motion passed on a voice vote. The meeting adjourned at 8:40pm.

Minutes taken by Linda Firestone

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Kris Hampton", written over a horizontal line.

Kris Hampton, Secretary