

MINUTES
of the
Capital Area Regional Planning Commission

November 9, 2017

Rm 321, City-County Bldg, 210 Martin Luther King Jr. Blvd, Madison WI

6:15 PM

Commissioners Present: Brad Cantrell, Lauren Chare, Maureen Crombie, Mark Geller, Kris Hampton, Tony Hartmann (arrived 6:22pm), Ed Minihan, Larry Palm (Chair), David Pfeiffer, Bruce Stravinski

Commissioners Absent: Ken Golden, Peter McKeever, Caryl Terrell

Staff Present: Linda Firestone, Sean Higgins, Mike Rupiper, Steve Steinhoff

Others Present: 5 members of the public

Background Documents

- a. (1) Mission-Vision Statements and Operating Agreements
- (2) Categories of Decision Making (revised November 2017)
- (3) CARPC Code of Conduct
- (4) Committee Member List (updated 11/07/17)

1. Roll Call

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

2. Consent Agenda

a. **Approval of the Minutes of the October 12, 2017 CARPC Meeting (*actionable item*)**

Mr. Hampton moved to approve the minutes of the October 12, 2017, CARPC meeting; Mr. Pfeiffer seconded. The motion passed on a voice vote.

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

- (1) Revised Categories of Decision Making to Establish Consent Agenda**
- (2) Discussion of CARPC Code of Conduct**
- (3) Discussion on the Impact of Increased Paid Time Off**
- (4) Approval of November 2017 Disbursements and Treasurer's Report for October 2017**

Mr. Geller moved to approve the report of the Executive Committee; Mr. Hampton seconded. The motion passed on a voice vote.

3. Public Comment on Matters not for Public Hearing

No members of the public were in attendance at this time.

4. Report of Executive Chair / Discussion

Chair Palm discussed AGMV and the scenario planning process. He also summarized what the Steering Committee did at its meeting on October 23rd, which was a four-hour work session.

5. Report of Directors

- a. (1) Report of Deputy Director / Report and Discussion on Division of Community and Regional Planning Activities

Mr. Steinhoff discussed future meetings and actions of AGMV committees, including scenario planning.

CARPC staff are in discussion with City of Madison and Dane County staff regarding a fair housing assessment to be completed in 2018, which would be a contract for services project for CARPC.

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

Mr. Rupiper reviewed his report that was included in the packet. Sarah Fuller has been hired as an Environmental Resources Planner to replace Mike Kakuska.

6. Madison Area Regional Transportation Plan 2050

- a. Discussion on the Adoption of the Goals and Policies of the *Regional Transportation Plan 2050* for the Greater Madison Area and Amendment of the Transportation Goals and Objectives of the Dane County Land Use and Transportation Plan

Chair Palm gave an overview of the new *Regional Transportation Plan 2050*.

A conversation ensued during which time the following were discussed:

1. Options that CARPC has are: (a) ignoring this new plan; (b) adopting the entire plan; or (c) adopting just the goals and policies. Since this is not a CARPC plan, it would be difficult to pick and choose individual elements in the plan for adoption.
2. CARPC staff did not feel there were any barriers in the plan that CARPC could not live with.
3. CARPC needs to conduct a public hearing since adopting any part of this plan would be changing the *Dane County Land Use and Transportation Plan*.
4. The letter from the Madison Area Transportation Planning Board to the Village of Waunakee (which was provided as a handout) was an example of a management letter.
5. Staff was asked to provide an assessment of the plan at the December CARPC meeting.

7. PUBLIC HEARINGS (7pm)

- a. Amendment of the *Dane County Water Quality Management Plan* by Revising the Waunakee Urban Service Area Boundary and Environmental Corridors in the in the Village of Waunakee and Town of Westport

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

There were five registrants for the public hearing:

1. Kevin Even (Waunakee Engineer) was in support of the amendment and was available for questions.
2. Ed Freer (from SEH, consultant for the developer) was in support of the amendment and was available for questions.
3. Mark Mickelson (from SEH, consultant for the developer) was in support of the amendment and wished to speak.
4. Molly Wagner (landscape architect from SEH, consultant for the developer) was in support of the amendment and wished to speak.
5. Tom Wilson (attorney/administrator/clerk-treasurer of Town of Westport) was in support of the amendment and was available for questions.

All five registrants participated in a presentation giving an overview of the proposed amendment.

Chair Palm opened the public hearing.

No members of the public wished to speak.

Chair Palm closed the public hearing.

Mr. Rupiper gave an overview of the preliminary staff assessment of the proposed amendment.

Discussion included location of Dane County dredging activity, the number of units per acre, the recommendations for management of runoff by land owners who are next to the wetlands, the trails, and plantings around the wetlands, and the upgrade to the sewer lift station.

Ms. Cnare requested that, in its report, staff make a recommendation on the surface for the trails in the development.

9. Committee Reports

a. Report of the Joint Work Group with Dane County Lakes & Watersheds Commission

Mr. Pfeiffer reported that there were some good presentations given at the meeting, but the joint work group was not ready to give any recommendations. Topics of conversation included how to begin a conversation with Columbia County regarding mutual cooperation, and what to do about closed basins.

b. Report of the Joint Work Group of the MATPB and CARPC

Chair Palm reviewed what happened at the meeting and future desired objectives, which included (1) the co-location of CARPC and the MATPB, since the MATPB's lease is up at the end of 2018; and (2) reviewing both agencies' work plans. Staff was asked to find out where MPOs are already working with RPCs and what problems and/or issues they have. The next meeting of this work group will be on January 23, 2018.

c. Report of the Ad Hoc Committee on Process for Reviewing Applications for Revisions of Sewer Service Area and Environmental Corridor Boundaries

Chair Palm reviewed the discussion draft of the proposed process that was given at the meeting as a handout. This handout will be presented at the next CARPC meeting and voted on as a majority vote.


Discussion included whether staff or the applicant should present the project, if the public has a right to respond to staff reports, the communication between staff and the applicant, and whether the 30-day public hearing notice is necessary if a comprehensive plan is not changing.

10. Adjournment

Mr. Hampton moved to adjourn the meeting; Mr. Geller seconded. The motion passed on a voice vote. The meeting adjourned at 8:14pm.

Minutes taken by Linda Firestone

Respectfully Submitted:


Kris Hampton, Secretary