

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

**September 12, 2019**      **CCB Room 351, 210 Martin Luther King Jr. Blvd., Madison WI**      **6:00 p.m.**

---

Commissioners Present:      Lauren Cnare, Mark Geller, Ken Golden, Kris Hampton, Peter McKeever, Ed Minihan (arrived 6:08pm; departed 7:30pm), Heidi Murphy, Chair Larry Palm, David Pfeiffer, Bruce Stravinski (arrived 6:04pm), Caryl Terrell

Commissioners Absent:      Maureen Crombie

Staff Present:      Linda Firestone, Sean Higgins, Mike Rupiper, Steve Steinhoff, Tony Vandermuss (arrived 6:49pm; departed 8:09pm)

Others Present:      4 members of the public

1. Roll Call

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

Mr. Golden reported that this could be his last meeting as a Commissioner as he was retiring from the Commission.

2. Public Comment on Matters not for Public Hearing

No member of the public registered to speak.

3. Committee of the Whole (6:00 – 7:00pm)

a. Discussion of CARPC Strategic Planning

Mr. Steinhoff reported on points made during the strategic planning session on August 16th. It was suggested that “visibility” and “leadership” to be included as part of the discussion. Ms. Terrell reminded the Commission about past projects that CARPC had done when it had appropriate funding.

Additional discussion points included possible edits to the CARPC mission and vision statements, including language regarding CARPC’s role in multi-county regional cooperation; changes to the 2020 work program; the continuation of AGMV; and increasing Commissioners’ role in the work of the Commission.

4. **PUBLIC HEARINGS (7 p.m.)**

a. Adoption of the 2020 Capital Area Regional Planning Commission Budget

Chair Palm opened the public hearing. There were no registrants for the public hearing. Chair Palm closed the public hearing.

5. **Consent Agenda (*actionable item*)**

a. **Consideration of Approval of Minutes of the August 8, 2019 CARPC Meeting (*actionable item*)**

b. **Executive Committee Recommendations (*actionable item*)**

(1) **Consideration of Approval of September 2019 Disbursements and Treasurer's Report for August 2019 (*actionable item*)**

(2) **Consideration of Authorizing Agency Director to Execute Agreement for Internet Service and Associated Hardware (*actionable item*)**

Chair Palm clarified the Executive Committee recommendation for item 5.b.(2) as “Consideration of Authorizing Mike Rupiper to Executive Agreement for Internet Services and Associated Hardware with SupraNet for 500 Mbps Annual Service at \$14,340.”

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



6. **Consideration of Urban Service Area Amendment Management Letters**

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

(1) Overview of Staff Recommendations

Mr. Vandermuss reported on the staff recommendations.

Two members of the public registered:

- Chris Ehlers, Veridian Homes, supported the amendment and was available for questions.
- Adam Sayre, City Administrator for City of Verona, supported the amendment and was available for questions.

(2) Questions of Staff Recommendations

Commissioners asked questions of staff and the two registrants. Topics of discussion included site assessment for karst features; stormwater drainage; kettle water levels; street intersections; the Ice Age Trail; lot sizes and street widths; and project density.

(3) **Consideration of Approval of CARPC Management Letter #1904 – Verona USA, Recommending to the Wisconsin Department of Natural Resources Amendment of the *Dane County Water Quality Management Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Verona Urban Service Area (*actionable item*)**

Mr. Hampton moved to approve management letter #1904 – Verona USA to the Wisconsin Department of Natural Resources; Mr. Golden seconded.

Mr. McKeever moved to amend the motion by separating the votes for Area A (Gust property) and Area B (Epic Campus). There was no second. The amendment passed on a voice vote.

The amended motion for Area A (Gust property) passed on a voice vote. The amended motion Area B (Epic Campus) passed on a voice vote.

b. Consideration of Approval of a Management Letter from the Commission to the City of Verona Regarding Consistency of the Revised Urban Service Area Boundary in the Verona Urban Service Area with the *Dane County Land Use and Transportation Plan*

(1) Overview of Staff Recommendations

Mr. Higgins made comments regarding the MPO recommendations contained in a separate letter; a possible recommendation for the City of Verona to report back to the Commission regarding the collaboration between Veridian Homes, the Ice Age Trail Alliance, and the City of Verona; and another possible recommendation for the City of Verona to start planning the development of the area south of this development.

(2) Questions of Staff Recommendations

Ms. Terrell requested that any separate MPO letters be automatically referenced in CARPC management letters.

Discussion included whether to include the possible recommendations in the management letter, and the inclusion of a statement in the management letter regarding AGMV's favorable influence on Veridian Homes.

(3) **Consideration of Approval of CARPC Management Letter #1904 – Verona LUTP citing substantial consistency between the proposed Sewer Service Area Boundary and Environmental Corridors amendment in the Verona Urban Service Area and the *Dane County Land Use and Transportation Plan* (*actionable item*)**

Mr. Pfeiffer moved to approve management letter #1904 – Verona LUTP to the City of Verona; Ms. Cnare seconded. The motion passed on a voice vote.



Mr. McKeever moved to amend the motion by separating the votes for Area A (Gust property) and Area B (Epic Campus); Mr. Stravinski seconded. The motion to amend the motion passed on a voice vote.

The amended motion for Area A (Gust property) passed on a voice vote. The amended motion Area B (Epic Campus) passed on a voice vote.

Mr. McKeever provided an explanation for his "no" votes on the Gust property management letters to DNR and the City of Verona. He stated that he could not support this type of suburban sprawl.

7. Presentations and Discussions

a. Report of the Members of the Madison Area Transportation Planning Board

Mr. Stravinski reported that the MPO had a public hearing on September 4th on the Transportation Improvement Program, which will be voted on at the next MPO meeting. The MPO also reviewed the draft of MPO's new branding.

b. Report of the Executive Chairperson and Executive Committee and Discussion

(1) Update of Office Move to 100 State Street, Madison

Chair Palm reported that November 1st is CARPC's prospective office move date. Mr. McKeever raised a concern about the safety of staff and visitors, especially during the evening, and he urged staff to connect with Downtown Madison, the City, other neighborhood agencies, and the police about the move and offer to assist with future land use planning efforts.

c. Presentation and Discussion of Community Outreach to Obtain Input to Regional Land Use Plan Draft Goals and Objectives

Mr. Higgins reported on the development of an online survey. Suggestions by Commissioners included moving question #2 to question #1; changing "clearer" to "more clear"; taking the opportunity as individual Commissioners to communicate with their communities to educate them and to answer questions; changing "increase renewable energy" to "increase use of renewable energy"; giving Commissioners a link to the questions in the event they are questioned about the survey; and including a line that asks "How familiar are you with AGMV?". It needs to be made clear that more than one person per municipality is receiving the survey. Distribution of the survey to a test group will be in the next week or two. Discussion included the intended audience (paragraph 4 narrows the audience by stating "As an elected official or staff member representing a local unit of government"); the ability to make comments if a person agrees with a point; and sending the survey out to Commissioners before sending it out to local governments.

8. Report of Directors

a. Report and Discussion on Division of Community and Regional Planning Activities

Mr. Steinhoff reported that the AGMV Steering Committee meeting will be held on October 31 at the Madison College South campus; a more detailed survey results report is being prepared and will be made available on the website; and CARPC staff has reached an agreement with the MPO for a fee-for-service project in 2020 to prepare transportation analysis zone forecasts for outside the City of Madison.

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

Mr. Rupiper reported that staff and the WI Salt Wise will be meeting soon regarding a chloride management plan for Starkweather Creek; the UW Madison WRM group has submitted its draft report on its Waubesa Wetlands Study to CARPC and the DNR for review and comment. Once the report is finalized, a presentation may be made or the final report will be made available to Commissioners.

9. Action Items

a. **Consideration of CARPC Resolution 2019-08 Adoption of the 2020 Capital Area Regional Planning Commission Budget (*actionable item*)**

Mr. McKeever moved to adopt CARPC Resolution 2019-08; Mr. Golden seconded.

Mr. Hampton moved to amend the motion to increase Commissioner per diem to \$30 per day. After discussion, he withdrew his motion.



The motion to adopt CARPC Resolution 2019-08 passed on a voice vote.

10. Future Agenda Items (Next meeting is on October 10, 2019, at 6pm at Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI)

The November CARPC meeting will be held on November 14th at 6pm at the Madison Water Utility, 119 East Olin Avenue, Madison, WI.

11. Adjournment

Mr. Golden moved to adjourn; Mr. Hampton seconded.

Commissioners expressed their appreciation to Mr. Golden for his service to the Commission.

The motion passed on a voice vote. The meeting adjourned at 9:03 pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



---

Kris Hampton, Secretary

