

MINUTES
of the
Capital Area Regional Planning Commission

December 12, 2019

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

6:00 p.m.

Commissioners Present: Lauren Cnare, Maureen Crombie, Grant Foster (arrived 6:05pm), Mark Geller, Kris Hampton (arrived 6:06pm), Peter McKeever (arrived 6:36pm), Ed Minihan (arrived 6:52pm), Heidi Murphy, Chair Larry Palm, David Pfeiffer, Bruce Stravinski, Caryl Terrell

Commissioners Absent: Ken Golden

Staff Present: Linda Firestone, Sean Higgins, Mike Rupiper, Steve Steinhoff, Tony Vandermuss (arrived 6:38pm; departed at 8:04pm)

Others Present: 7 members of the public

1. Roll Call

Chair Palm called the meeting to order at 6:02pm. Quorum was established.

Grant Foster, a new commissioner appointed by the City of Madison Mayor, was introduced.

2. Public Comment on Matters not for Public Hearing

No members of the public wanted to speak.

3. Committee of the Whole

a. Discussion of CARPC Strategic Planning

Mr. Steinhoff gave the presentation, which reviewed different versions of the revised mission statement based on commissioner and staff discussions to date. Discussion ensued regarding preferences for and edits to the different mission statements. At the end of the discussion, staff was asked to create a statement that encompassed all the ideas that were discussed. Mr. Steinhoff requested that a small group, such as the Executive Committee, help with this endeavor. Chair Palm suggested that three mission statements be created that could be voted on during a future meeting.

4. Consent Agenda (*actionable item*)

a. Consideration of Approval of Minutes of the November 14, 2019 CARPC Meeting (*actionable item*)

b. Executive Committee Recommendations (*actionable item*)

(1) Consideration of Recommending Approval of CARPC Resolution 2019-13 Establishing the Deputy Agency Director Position and Job Description (*actionable item*)

(2) Consideration of Recommending Approval of Revised Job Descriptions for Agency Director, Director of Environmental Resources Planning Division, and Director of Community and Regional Development Planning Division (*actionable item*)

(3) Consideration of Recommending Approval of Revised CARPC Organizational Chart (*actionable item*)

(4) Consideration of Authorizing Agency Director to Execute Agreement with CCL Consulting for CARPC to Provide Sub-consultant Services for the Update of the Comprehensive Plan for the Village of Mazomanie (*actionable item*)

(5) Consideration of Approval of December 2019 Disbursements and Treasurer's Report for November 2019 (*actionable item*)

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

5. Report of Directors

- a. Report and Discussion on Division of Community and Regional Planning Activities
(1) Draft CARPC Menu of Planning Services

Mr. Steinhoff reported on the AGMV Executive Committee; increased interactions with the MPO; and increased interest by smaller communities for planning assistance, including the Village of Mazomanie. Discussion ensued about possible different ways to offer planning assistance to smaller communities that face economic hardships. It was suggested that staff distribute the CARPC Community Planning Assistance Menu in multiple ways, with a mailing being one of the preferred methods. Mr. McKeever also suggested that we reach out to not-for-profit entities and offer our mapping services.

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

Mr. Rupiper gave an update on the Division of Environmental Resources, including the receipt of letters of support for CARPC's submission of a WDNR river planning grant for a Starkweather Creek chloride management plan and a FEMA grant application for a Black Earth Creek green infrastructure plan.

6. PUBLIC HEARINGS (7 pm)

- a. Public Hearing on Amendment of the *Dane County Water Quality Plan* by Revising the Environmental Corridors in the Central Urban Service Area
(1) Applicant Presentation – Amendment Overview

Presenters included:

- Edward (Ned) Hoyt (Inventure Capital LLC) was in support, wished to speak, and was available for questions.
- Patrick Marsh (City Administrator, City of Fitchburg) was in support and was available for questions.
- Matt Schreiner (Vierbicher Associates) was in support and wished to speak.

Presentations were made by Mr. Marsh and Mr. Schreiner. Vierbicher provided a letter stating, and Mr. Schreiner confirmed, that there were no objections to the stated CARPC recommendations and conditions of approval.

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

Chair Palm opened the public hearing.

Registrants included:

- Matt Droese (Wisconsin DNR) was neutral and did not wish to speak.
- Jason Knutson (Wisconsin DNR) was neutral and did not wish to speak.

No registrant wished to speak. Chair Palm closed the public hearing.

- (3) Commissioner Questions and Discussion

Commissioners asked questions at the end of the presentations regarding flooding of Nine Springs Creek, stormwater management, and the existing soil contamination on the site.

7. ACTION ITEMS

- a. Consideration of an Amendment of the *Dane County Water Quality Management Plan* by Revising the Environmental Corridors in the Central Urban Service Area
(1) Overview of Staff Recommendations
(2) Questions of Staff Recommendations

Mr. Vandermuss gave a presentation of the CARPC staff's recommendations, after which Commissioners asked questions regarding participation in SaltWise, stormwater management, and maintenance of stormwater management practices.

(3) 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 (*actionable item*)

Mr. Hampton moved to approve the revised management letter from the Commission to the WDNR that was given to the Commissioners as a handout; Mr. Stravinski seconded.

Mr. Minihan moved to amend the management letter to include CARPC's typical condition of approval that easements and perpetual legal maintenance agreements with the City, to allow the City to maintain stormwater management facilities if owners fail to do so, shall be provided for any facilities located on private property. ; Ms. Terrell seconded. The amendment passed on a voice vote.

The amended motion passed on a voice vote.

8. Presentation and Discussions

- a. Presentation and Discussion of Activities for Update of Regional Land Use (Development) Plan
(1) Land Use Goals and Objectives Survey Results to Date

Mr. Higgins gave a presentation, during which time he stated that, to date, 100 respondents participated in the survey and most respondents also commented. He summarized survey results which expressed support for CARPC's draft land use goals and objectives, with some recommendations for improving clarity of objectives.

- (2) Regional Land Use (Development) Plan Update Process

Mr. Steinhoff gave a brief presentation of the process. In response to questions regarding the proposed technical advisory group he explained that it could include area community planners and experts in various fields (such as housing and transportation), which would help define land use types, where the land use types would be mapped, the demand for different types of housing, and integrating all the different elements together. The existing land use plan elements in the region need to be reviewed and updated. Future Committees of the Whole will be used to keep Commissioners updated and involved as requested previously by the Commission. Another future role for Commissioners could be to act as advocates for CARPC land use goals and objectives. There was also a discussion about changing "land use" to "land development."

- b. Report of the Executive Chairperson and Executive Committee
(1) Summary of Expenses to Office Move to 100 State Street, Madison

Mr. McKeever reported that expenses showed the move expenses were \$14,000 less than budgeted.

- c. Report of the Members of the Madison Area Transportation Planning Board

Mr. Stravinski and Mr. Minihan reported on the beltline improvements.

9. Future Agenda Items (Next meeting is at 6pm on January 9, 2019, in the CARPC conference room at 100 State Street, 4th floor, Madison, WI)

January Executive Committee and CARPC meetings will both be held on January 9th at 100 State Street. The Executive Committee will meet at 6pm. The CARPC's annual meeting will start at 7pm. There will be no public hearings during the January CARPC meeting.

A public hearing on a proposed process for minor Sewer Service Area amendments will be held during the February 2020 CARPC meeting.

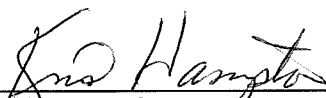
NOTE: There was no item #10 on the agenda.

11. Adjournment

Mr. McKeever moved to adjourn; Mr. Foster seconded. The motion passed on a voice vote. The meeting adjourned at 9:07 pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



Kris Hampton, Secretary