

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

**August 13, 2020 at 6:00 p.m. (virtual Zoom meeting)**

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

Commissioners Absent: Bruce Stravinski

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

Other Present: 15 members of the public

1. Roll Call and Review of Meeting Operating Agreements

([https://carpc.sharepoint.com/:b:/g/EbJ\\_HFCtr3JJia4U2MMcGlcBKRgomG30JYow2tkC4MNIqq?e=DJaMpc](https://carpc.sharepoint.com/:b:/g/EbJ_HFCtr3JJia4U2MMcGlcBKRgomG30JYow2tkC4MNIqq?e=DJaMpc))

Chair Palm called the meeting to order at 6:00pm. Quorum was established.

CARPC Meeting Operating Agreements were reviewed.

2. Public Comment on Matters not for Public Hearing

No members of the public wished to speak at this time.

Chair Palm stated that the “public comment” box shown at the top of all CARPC meeting agendas will be revised to clarify when members of the public can speak during meetings.

3. **Consent Agenda (all items below in #3 are actionable items)**

**a. Adoption of Minutes of the July 9, 2020 CARPC Meeting**

**b. Executive Committee Recommendations**

- (1) Approval of Additional Branding Services**
- (2) Approval of Revised Job Description for Administrative Services Coordinator**
- (3) Approval of Precision Retirement Agreements**
- (4) Approval of Wire Transfer Agreement**
- (5) Approval of August 2020 Disbursements and Treasurer's Report for July 2020**

Ms. Crombie moved to accept the consent agenda; Ms. Cnare seconded.

Chair Palm clarified that for item 3.b.(1) the Executive Committee voted to recommend approval of all four additional branding services with Distillery.

The motion passed on a voice vote.

4. Presentation on Update of CARPC Regional Development Planning

Mr. Steinhoff presented the update, which may be viewed at:

<https://carpc.sharepoint.com/:b:/g/EUhYhiD5UchFkZ7N3Yhj3GwBgeLGBBzw-ybRTLhauX5qWA?e=vF0CLr>.

Discussion points included future plans for mass transportation, the value and quality of current local comprehensive plans, the difference between regions that have a regional land use authority and those who do not based on the national research, the lack of research on the effectiveness of regional plans, whether land use plans are mapped by race or income levels, and municipalities outside of Dane County that had good thoughtful plans that promoted housing for all income levels.

5. Presentation on Possible Roles for CARPC in Revising Stormwater Management Standards

Mr. Rupiper gave the presentation, which may be viewed at:

[https://carpc.sharepoint.com/:b:/g/Ef2g5Soo1QBPjch1hyKRppgBUi\\_UujL7yHlpi9WCZnKnig?e=5ZvoTq](https://carpc.sharepoint.com/:b:/g/Ef2g5Soo1QBPjch1hyKRppgBUi_UujL7yHlpi9WCZnKnig?e=5ZvoTq).

Discussion points included an overview of stormwater management standards at the state, county and local level and the role the Agency has had, both historically and more recently, in developing and updating them.

## 6. PUBLIC HEARINGS (7 pm)

- a. Public Hearing on Amendment of the *Dane County Water Quality Plan* and the *Dane County Land Use and Transportation Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Mt. Horeb Urban Service Area

(1) Applicant Presentation – Amendment Overview

Ben Rohr gave the applicant presentation.

Commissioner McKeever asked about what experience Kwik Trip has in maintaining stormwater management facilities and how the stormwater management system will deal with contaminants like salt, oil, and gasoline

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

Chair Palm opened the public hearing.

The following members of the public registered for this item.

- Mike Slavney was available to answer questions;
- Troy Mleziva was available to answer questions. Regarding the question from Commissioner McKeever, Kwik Trip follows best management practices for oil and grease control to capture contaminants before they enter to the stormwater detention basin. Kwik Trip follows requirements for maintenance of its stormwater facilities and Kwik Trip has a program to actively manage facilities in terms of periodic inspections and other maintenance requirements.
- Robert Wright was available to answer questions.
- Kathy Hagen was available to answer questions.
- Dan Schneider was available to answer questions.
- Nicolas Owen was available to answer questions.

Chair Palm closed the public hearing.

(3) Commissioner Questions and Discussion

Mr. Slavney answered a question regarding how the development, which is close to the US Highway 151, fits in with the Village's other development in that area. The Village has a comprehensive plan that has a long-term policy of not allowing development south of the 151 bypass. The one exception is the sewage treatment plant. The boundaries for growth in the Village are very tight. The Village also plans to update its comprehensive plan in the next year or two.

7. Amending the *Dane County Water Quality Management Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Central Urban Service Area, Requested by the City of Fitchburg

- a. Overview of Staff Recommendations

Mr. Rupiper presented the staff recommendations, which may be viewed at:

<https://carpc.sharepoint.com/:b/g/EaRx2VOeQpRN0UYgZdqJQwEBBXFri4b49gp17ATJJleZOW?e=oG3aWQ>.

- b. Questions of Staff Recommendations

Commissioner McKeever asked why Recommendation #1, the USGS monitoring station, was not a Condition. CARPC staff discussed this with DNR staff who said it would be problematic for the monitoring station to be a condition of approval, but WDNR supports it being a recommendation.

Commissioners discussed the capital and operating cost of the monitoring station, the 25% USGS cost share, and other potential contributors to the costs.

The following members of the public registered for this item.

- Steven Schooler wished to speak and was available for questions. Mr. Schooler was concerned that, if the monitoring station was not required or if there was not some sort of cost sharing, the monitoring station was not going to happen as City of Fitchburg staff had already requested it in its budget but it was not approved. Mr. Schooler felt the City should impose this expense onto the developers or incur part of the cost itself.
- Sonja Kruesel was available for questions.
- Claudia Guy was available for questions.
- David Fahey was available for questions.

Questions were posed to the City staff about the efforts being made to put the monitoring station in the budget and to convince elected officials to approve it. Ms. Guy stated that the monitoring station was submitted in this year's budget and it was cut. The City has a new director of public works who is committed to push for it in the future. City staff is planning on putting the monitoring station in the upcoming Capital Improvement Plan in the next cycle, which will start next year so strategizing will happen at that time. Ms. Kruesel stated that the monitoring station was proposed previously before this USA amendment so the issue was elevated with current City staff. The City has met with USGS and CARPC staff and discussed cost savings, and conversations will continue.

The installation and annual costs of the monitoring station, plus sources of funding, were also discussed with City staff and the developer. It was suggested that other organizations that have an interest in the Waubesa Wetlands be approached to request a donation to help fund the monitoring station.

**c. Approval of CARPC Management Letter #1803 – Central 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 Central Urban Service Area, Requested by the City of Fitchburg (*actionable item*)**

Mr. Hampton moved to approve CARPC management letter #1803; Ms. Murphy seconded.

Commissioner Minihan voiced concern about the Waubesa Wetlands, and stated that the proposed development was inconsistent with the objectives for CARPC's proposed regional planning revision. Possible revisions to the letter and the timeline of the City's budget process were also discussed.

Mr. Foster moved to amend the motion by making Recommendation #1 a condition; Mr. Opin seconded. The amendment passed on a voice vote.

The amended motion passed on a voice vote with Mr. McKeever and Mr. Minihan voting nay.

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

**a. Overview of Staff Recommendations**

Mr. Higgins presented the staff recommendations.

**b. Questions of Staff Recommendations**

The following members of the public registered for this item.  
Sonja Kruesel was available for questions.

There were no questions for CARPC staff or the registrant.

c. **Approval of CARPC Management Letter #1803 –Central USA LUTP citing substantial consistency between the proposed Sewer Service Area Boundary and Environmental Corridors amendment in the Central Urban Service Area and the *Dane County Land Use and Transportation Plan (actionable item)***

Mr. Hampton moved to approve CARPC management letter #1803; Ms. Crombie seconded.

Discussion ensued regarding CARPC's role in regional water quality and land use management.

A roll call vote was taken. Commissioners who voted aye: Ms. Crombie, Mr. Hampton, Ms. Murphy; Commissioners who voted no: Ms. Cnare, Mr. Foster, Mr. Geller, Mr. McKeever, Mr. Minihan, Mr. Opin, Mr. Pfeiffer, Ms. Terrell; Commissioners who were absent: Mr. Stravinski; Commissioners who abstained: Chair Palm.

The motion failed with 3 votes in favor and 8 votes against, with 1 abstention and 1 absentee.

9. Reports

a. Executive Chairperson and Executive Committee

(1) Discussion of Public Hearing Notification Process

Chair Palm summarized the Executive Committee discussion regarding the public hearing notification process. The consensus was that there was not a lot that the Commission could specifically do to improve communications more than what CARPC staff already does. Staff communicates with municipalities that are not the applicant to make them aware of upcoming public hearings.

Mr. Pfeiffer reviewed the reasons for this discussion and stated that his concern was largely addressed by allowing members of the public to speak not only during the public hearing but also at the following meeting when CARPC staff gives its presentation. That affords members of the public another chance to be heard.

b. Members of the Madison Area Transportation Planning Board

Mr. Foster reported that the Board heard a good staff presentation about a street light application.

c. Agency Director/Division Director, Community and Regional Planning

Mr. Steinhoff reported on the search for an administrative services coordinator. He also gave an update on the work program. Ms. Terrell thanked Mr. Steinhoff for his submittal to the Taskforce on Climate Change. She also reported that the Taskforce found UrbanFootprint useful for climate analysis of impacts on underrepresented and low-income populations and also for identifying the amount of carbon emissions from transportation and, therefore, can be used to analyze strategies for climate change mitigation. The League of Women Voters has been following UrbanFootprint use by CARPC, AGMV and the City of Madison, and felt UrbanFootprint was something that should be recommended.

d. Deputy Agency Director/Division Director, Environmental Resources Planning

Mr. Rupiper gave a brief update. There was a discussion regarding steps that could be taken to address flooding issues, including water quantity as it affects water quality.

Mr. McKeever asked about his previous request for information from the WDNR on applicable water quality standards. Mr. Rupiper replied that the WDNR is currently working on this. Chair Palm suggested that the Commission could be an advocate for change, and that the Commission prepare to be an advocate by working toward defining issues and working more with CARPC's partners.

10. Future Agenda Items (Next Executive Committee meeting is 6pm on September 10, 2020, location Virtual Zoom meeting; next CARPC meeting is 7pm on September 10, 2020, location Virtual Zoom meeting)

There will be a public hearing during the September CARPC meeting for the more formal approval of CARPC's 2021 budget.

## 11. Adjournment

Mr. Foster moved to adjourn; Mr. Hampton seconded. The motion passed on a voice vote. The meeting adjourned at 8:45 pm.

Minutes taken by Linda Firestone and reviewed by CARPC staff

Respectfully Submitted:



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Kris Hampton, Secretary

### Registered members of the public

Randy Christianson (Director of Development, Heinrichs Development – Fahey Fields)

Tom Benish (member of the public)

David Fahey (member of the public)

Claudia Guy (Environmental Engineer, City of Fitchburg)

Kathy Hagen (Assistant Village Administrator, Village of Mt. Horeb)

Sonja Kruesel (City Planner, City of Fitchburg)

Forbes McIntosh (Consultant, Dane County Cities and Villages Association)

Troy Mleziva (Real Estate Dept, Kwik Trip)

Nicholas Owen (Village Administrator, Village of Mt. Horeb)

Ben Rohr (Planner, Vandewalle & Associates)

Dan Schneider (Project Engineer, Wyser Engineering)

Steven Schooler (Volunteer, Friends of Waubesa Wetlands)

Michael Slavney (Village Planner, Village of Mt. Horeb)

Robert Wright (Principal Engineer, SmithGroup)

6088438943 (name unknown)