

MINUTES
of the Capital Area Regional Planning Commission

October 8, 2020 at 6:00 p.m. (Virtual Zoom Meeting)

Commissioners Present: Lauren Cnare, Maureen Crombie, Mark Geller, Kris Hampton, Peter McKeever, Ed Minihan, Heidi Murphy, Ken Opin, Chair Larry Palm, David Pfeiffer, Jim Schuler, Caryl Terrell

Commissioners Absent: Grant Foster

Staff Present: Melissa Breyer, Linda Firestone, Sean Higgins, Mike Rupiper, Haley Smith, Caitlin Shanahan, Steve Steinhoff

Other Present: Five members of the public

1. Roll Call

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

New Commissioner Jim Schuler and new Administrative Services Coordinator Haley Smith were introduced.

2. Public Comment on Matters not on the Agenda

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

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

a. Approval of Minutes of the September 10, 2020 CARPC Meeting

b. Executive Committee Recommendations

(1) Approval of Revised Participant Information Section of Agendas

(2) Approval of Revisions to CARPC Personnel Manual

(3) Authorization of Agency Director to Execute Agreements with the Village of Blue Mounds and the Town of Bristol

(4) Approval of October 2020 Disbursements and Treasurer's Report for September 2020

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

The motion passed on a voice vote.

4. Preparing CARPC 2021 Work Program

a. Staff Presentation and Questions

Mr Steinhoff and Mr Rupiper presented the report from the third Quarter 2020 and the preliminary 2021 Work Program.

Questions were asked about how much of the staff time had been completed yet, whether any commissioner time was tracked, and what role commissioners might play in the process.

b. Commissioner Round Robin Response to Question "How can the 2021 Work Program best support CARPC's mission and vision, and how can commissioners use it to promote CARPC?"

Comments included

The Regional Development Framework is long-awaited, and interest was expressed about the CARPC/MPO joint education sessions as a way of engaging different audiences in the region and raising CARPC's visibility. There is enthusiasm for the Commission's flood resiliency work and the use of land use inventories and mapping in bringing communities together. A question was posed about whether the commissioners were underutilized. Should they be more involved in meetings and / or discussions to fully tap into their expertise? The regional plan is 20 years old and has some weak points. One of them is in the area of farmland preservation. Does the language in the plan need to be strengthened? This is falling to the local level when it should be more regional. Also, the AGMV survey

showed that people have a greater understanding of its effects. We should be bold about what we say about it in our policies. There are commissioners who have more expertise than staff in some of those areas. Should a column be added to the work plan for commissioner effort? The flood folks from Madison gave a terrifying story on what the possibilities were; especially for the small cities and villages. It is important to get a county-wide regional planning perspective, so communities understand that we are all in this together. Commissioners can join staff at various bodies to get buy-in at the 60+ municipalities in Dane County to impress upon the how they are contributing to the flood woes that they may not see but their neighbors do.

People need to understand how important the region is when it comes to planning. Housing, land-use, transportation, sustainability, water quality and how they affect our quality of life. How can we support CARPC's mission and vision? Respect, support, education guidance are needed to get these things done especially now in these uncertain times with COVID-19. The land use inventory mapping is very important and helps with regional planning. We need to be stand behind the mission and be hands-on with community members. Transportation in this region needs to be looked at. The community assistance planning program is a gateway to exposing communities to everything that we are working on as a commission. The services CARPC provides are a great value and could be the conduit to exposing communities to all we can do for them. Let's get the work hours in that area up to the planned levels. A webinar series or joint education series would be a great tool for us to use to amplify our message and connect with more people. Partnering with other groups that are doing the same thing, like the Clean Lakes Alliance (CLA) and other sustainability leaders, would be a powerful way to amplify out message and connect with more people. If we could see how technology could bring us together when we are physically apart that would be great. There is a huge opportunity for educating communities in the county about CARPC.

c. Discussion

Discussion was included in the remarks in item 4b.

5. **Affirming the Importance of a USGS Monitoring Station on Swan Creek and Requesting the City of Fitchburg to Include Funding in their 2021 Budget**

a. Staff Overview and Discussion

Mr Rupiper gave an overview.

Town of Dunn staff have been working with the Friends of Waubesa Wetlands to resolve flooding issues between Fitchburg and the Town. The Town of Dunn has offered to pay for a portion of the monitoring station and the ongoing maintenance costs. Per Mr Rupiper this resolution will be sent to the city council, mayor, Fitchburg Resource Conservation Commission and relevant city staff.

b. **Adoption of Resolution 2020-14 Affirming the Importance of a USGS Monitoring Station on Swan Creek and Requesting the City of Fitchburg to Include Funding in their 2021 Budget (*actionable item*)**

Ms Terrell moved to adopt Resolution 2020-14; Mr McKeever seconded. The motion passed on a voice vote.

6. **PUBLIC HEARING (7 pm)**

a. Public Hearing on Amendment of the *Dane County Water Quality Plan* by Revising the Sewer Service Area Boundary in the Central Urban Service Area, Requested by the City of Middleton

(1) Applicant Presentation – Amendment Overview

Ms Attoun gave a presentation for the City of Middleton. CARPC staff were requested to verify the acreage of the amendment for the staff report. A discussion ensued about flooding in the area.

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

Chair Palm opened the public hearing.

Mr Huth stated that state statute separated requirements for single- and two-family housing such that they are not subject to stormwater ordinance requirements. Instead they are required to

conform with the Uniform Dwelling Code as part of the plat. If the property owner wishes to install a rain garden on their own, they can pursue that option.

Chair Palm closed the public hearing

(3) Commissioner Questions and Discussion

It was suggested that City of Middleton participate in our outreach efforts. All commission participants were impressed with the City of Middleton's presentation and its comprehensive plan.

7. CARPC and MPO Joint Branding Implementation

a. Staff Presentation

Ms Shanahan gave a presentation.

b. Discussion

Discussion points included commissioner involvement and the possibility of a joint subcommittee between CARPC and the MPO to develop the frameworks. Ms Cnare, Mr Schuler and Mr McKeever volunteered to be part of the subcommittee.

8. Approval of Draft Goals and Objectives to Guide the Regional Development Framework

a. Staff Presentation and Discussion

Mr Steinhoff gave some background on the materials in the packet.

Discussion ensued.

b. Adoption of Resolution 2020-13 Approving Draft Goals and Objectives to Guide the Regional Development Framework (*actionable item*)

Mr McKeever moved to adopt Resolution 2020-13; Ms Cnare seconded. time.

Ms Murphy made a motion to change Objective #5 to "housing supply meets demand". Ms Terrell seconded. The amendment passed on a voice vote.

The amended main motion passed on a voice vote.

9. Reports

a. Executive Chairperson and Executive Committee

- (1) Discussion of CARPC Meeting Decorum at Dane County Cities and Villages Association Meeting
- (2) Milwaukee County Resolution Calling on Legislature
- (3) Communication to Dane County Executive regarding CARPC budget
- (4) Commission appointments

Chair Palm reported on the Executive Committee actions and discussions.

b. Members of the Madison Area Transportation Planning Board

Mr Minihan gave a report on the October 7 MPO meeting. Metro Transit has a new general manager and Metro will be using electric articulated Madison Metro buses. It was suggested that Metro give a presentation to the commission.

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

Mr Steinhoff reported that Dane County small department levies are still being decreased by 2.5% and that the CARPC budget may need to be amended to reduce the levy by the same amount if the reduction remains in the county's final adopted budget.

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

Mr Rupiper gave a brief update on the Dane County stormwater ordinance amendment.

10. Future Agenda Items (Next meeting is November 12, 2020, at 6pm, virtual Zoom meeting)

- 2021 Work Program
- Olivia Parry has offered to make a presentation on the regional housing initiative for Dane County
- Resolution thanking Commissioner Stravinski for his service

Appreciation was expressed to Linda Firestone for her service to the Commission due to her upcoming retirement.

11. Adjournment

Mr Hampton moved to adjourn; Ms Cnare seconded. The motion passed on a voice vote. The meeting adjourned at 8:35pm.

Minutes taken by Haley Smith and reviewed by CARPC staff

Respectfully Submitted:



Kris Hampton, Secretary

Registered members of the public who attended the meeting:

- Forbes McIntosh (DCCVA)
- Abby Attoun (Director of Planning & Community Development, City of Middleton) was in support of the amendment and wished to speak
- Gary Huth (Assistant Public Works Director / Assistant City Engineer, City of Middleton) was available for questions
- Franklin Kirk (Attorney, Kirk Graves & Nugent)
- Dean Dahmen (property owner)