

MINUTES
of the
Capital Area Regional Planning Commission

February 10, 2022

Zoom Meeting

6:00 pm

Commissioners Present: Maureen Crombie, Grant Foster (6:25 pm), Mark Geller, Kris Hampton, Peter McKeever (6:14 pm), Heidi Murphy, Larry Palm, David Pfeiffer (Chair), Jim Schuler, Caryl Terrell

Commissioners Absent: Anthony Gray, Nick Zavos

Staff Present: Melissa Breyer, Mike Rupiper, Haley Smith, Steve Steinhoff

Others Present: Bill Balke, Matt Brink, Curt Brink, Al, Brisack, Dan Day, Chris Ehlers, John Kneer, Tom Mathies, Brian Munson, Deanna Schmidt, Tim, Semmann, Judith Stadler, Brian Standing, Rishika Tamula, Wade Thompson, Sebastian Waldvogel

1. Roll Call

Chair Pfeiffer called the meeting to order at 6:01 pm. Quorum was established.

2. Public Comment on Matters not on the Agenda

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

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

a. **Minutes of the January 10, 2022, CARPC Meeting**

b. **Executive Committee Recommendations:**

- (1) **Authorization of Agency Director to Execute Agreement with MDR Consulting for Comprehensive Planning Services to the Village of Marshall**
- (2) **Authorization of Agency Director to Execute Agreement with the Town of Vienna for Planning Services**
- (3) **Resolution 2022-03, CARPC 2022 Title VI / ADA Non-Discrimination Policy**
- (4) **Approval of Letter of Support for the Wisconsin Bike Federation's Application for Transportation Alternative Program Funding from the Wisconsin Department of Transportation**
- (5) **Authorization to Purchase Spanish Language Translation Services**
- (6) **December 2021 Financials and January 2022 Operating Account Reconciliation (formerly known as the Disbursements & Reconciliation Report)**

Ms. Crombie moved for approval of the Consent Agenda; Mr. Schuler seconded. The motion carried on a voice vote.

4. Presentation on the Update of Dane County Farmland Preservation Plan (Dane County Planning Division)

Brian Standing, Senior Planner with the Dane County Planning & Development Department gave a presentation along with his project assistants, Sebastian Waldvogel and Rishika Tamula on the 2022 update and recertification of the Dane County Farmland Preservation Plan. It is part of the larger Wisconsin Farmland Preservation program that is governed by Chapter 91 of the Wisconsin Statutes. Dane County is the largest participant in the program. Presenters described the Wisconsin Farmland Preservation Plan program, an inventory of Dane County agriculture, and farmland preservation related programs and policies. They discussed the update process and timeline, public outreach, and involvement,

County Board adoption, and certification by the Wisconsin Department of Agriculture, Trade, and Consumer Protection ([presentation link](#)).

5. 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. Opportunity for Public Comment
 - b. Overview of Staff Recommendations
 - c. Questions on Staff Recommendations
 - d. **CARPC Management Letter #2108 – 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*)**

No members of the public wished to speak at this time. Mike Rupiper presented an overview of the staff recommendations for the water quality management letter to DNR ([presentation link](#)).

Mr. Schuler moved for approval of CARPC Management Letter #2108 – 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; Ms. Murphy seconded. A question was raised about the lack of public transit to the area and Mr. Brisack noted that the College anticipates using their shuttle service to address that issue. The motion passed on a voice vote.

6. **Assessment of Consistency between the City of Fitchburg Application for Revising the Boundaries of the Central Urban Service Area Boundary and the Draft CARPC Regional Development Framework 2050 (*actionable item*)**

Mr. Steinhoff presented a quick review of the CARPC Regional Development Framework (RDF) goals, objectives, and strategies. He then compared the RDF against the City of Fitchburg comprehensive plan to determine how the plans relate and then compared the RDF to the amendment area.

He presented examples of how the City's comprehensive plan met the RDF objective(s) and based on those assessments he reached the following conclusions:

- The City of Fitchburg's comprehensive plan is consistent with the Regional Development Framework
- However, the proposed amendment area is a special use district within the City limits not specifically addressed within the Framework which generally serves a growing population base.

Other options for expanding or improving the consistency reviews may include analysis of recent development trends, review of other local plans, engagement with local officials among other options.

Ms. Terrell moved for approval of the Assessment of Consistency between the City of Fitchburg Application for Revising the Boundaries of the Central Urban Service Area Boundary and the Draft CARPC Regional Development Framework 2050; Mr. Hampton seconded. The motion carried on a voice vote.

7. Amending the *Dane County Water Quality Management Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Waunakee Urban Service Area
 - a. Opportunity for Public Comment
 - b. Overview of Staff Recommendations
 - c. Questions on Staff Recommendations
 - d. **CARPC Management Letter #2106 – Waunakee 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 Waunakee Urban Service Area (*actionable item*)**

No members of the public wished to speak at this time. Chris Ehlers, a member of the development team from Veridian Homes made a brief statement. Mike Rupiper then presented an overview of the staff recommendations for the water quality management letter to DNR ([presentation link](#)).

A question was raised about the development being grandfathered in for the new Dane County stormwater management requirements. Mr. Rupiper responded that any stormwater management plan that had been approved prior to the new Dane County Stormwater Ordinance being adopted was grandfathered from meeting the new requirements. Ms. Crombie moved for approval of CARPC Management Letter #2106 – Waunakee 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 Waunakee Urban Service Area; Ms. Terrell seconded. The motion passed on a voice vote.

8. Assessment of Consistency between the Village of Waunakee Application for Revising the Boundaries of the Waunakee Urban Service Area and the Draft CARPC Regional Development Framework 2050 (*actionable item*)

Since Mr. Steinhoff had already presented an overview of the CARPC Regional Development Framework (RDF), he went on to compare the RDF against the Village of Waunakee comprehensive plan to determine how the plans relate and then compared the RDF to the amendment area.

He presented examples of how the Village's comprehensive plan met the RDF objective(s) and based on those assessments he reached the following conclusions:

- The Village of Waunakee's comprehensive plan is consistent overall with the Regional Development Framework
- The amendment area is consistent with the Framework strategy to plan complete neighborhoods
- The Village is encouraged to apply an "equity lens" as recommended in the Framework

9. Resolution 2022-04 Recognizing Larry Palm's Service as CARPC Executive Chairperson (*actionable item*)

Mr. McKeever moved for approval of Resolution 2022-04 Recognizing Larry Palm's Service as CARPC Executive Chairperson; Ms. Terrell seconded. Accolades were given and the motion carried on a voice vote.

10. Release Draft CARPC Regional Development Framework for Public Comment (*actionable item*)

Mr. Palm moved for Release of Draft CARPC Regional Development Framework for Public Comment; Mr. McKeever seconded. Questions arose as to what the plans were for distributing to the community for public comment. Mr. Steinhoff responded to this inquiry with his plans for distribution. It was also suggested that we try to meet with the media to make a strong effort to promote the importance of the Framework. It was also suggested that a webinar might be helpful and neighborhood associations were mentioned as another place to reach out for feedback. The motion carried on a voice vote.

11. CARPC Resolution 2022-05 Establishing Ad-Hoc Committee on Proactive Planning (*actionable item*)

Mr. McKeever moved for approval of CARPC Resolution 2022-05 Establish Ad Hoc Committee on Proactive Planning; Ms. Terrell seconded. Mr. Steinhoff gave a brief overview of the objectives of and plans for the committee. Questions were raised about the level of staff support that the committee would receive, the role of the chairperson on the committee per the bylaws and would non-commissioners be engaged in this process?

Mr. Palm moved to amend the resolution to change the second to last "therefore" statement to read "Be it further resolved that the Committee Chairperson shall be decided by the members of the Committee and preside with full voting rights at all of the committee meetings", Ms. Terrell seconded. The motion to amend the previous motion carried on a voice vote.

No further discussion was held on the original motion. The original motion carried on a voice vote.

12. Reports

- a. Chairperson and Executive Committee
 - (1) Discussion of CARPC Chairperson Position
- b. Members of the Greater Madison MPO
- c. Agency Director/Division Director, Community and Regional Planning
- d. Deputy Agency Director/Division Director, Environmental Resources Planning

Chair Pfeiffer reported on the Executive Committee's initial discussion on reevaluation of the CARPC Executive Chairperson role.

Mr. Foster did not have anything to report on the MPO. Chair Pfeiffer asked about siting of electric vehicle charging infrastructure and whether the MPO was involved in that area. Mr. McKeever reported that staff feedback to the DOT PEL study he participated in was ignored.

Mr. Steinhoff had nothing further to report but was willing to take questions. Ms. Terrell praised Mr. Steinhoff's initiative with the Assessments of Consistency and the plans to incorporate it earlier in the planning process.

Mr. Rupiper reported on upcoming sewer service areas amendments and Agency collaboration with the Tree Canopy Working Group.

13. Future Agenda Items (next meeting is **March 10, 2022**, via Zoom Meeting at 6:00 pm)

No future agenda items were proposed.

14. Adjournment

Mr. Hampton moved to adjourn the meeting; Mr. Foster seconded. The meeting adjourned at 8:31 pm.

Minutes taken by Haley Smith and reviewed by CARPC staff

Respectfully Submitted:



Kris Hampton, Secretary

Members of the Public:

- Bill Balke, Director of Public Works/Engineer, City of Fitchburg
- Matt, Brink, Director of Land Development, Veridian Homes
- Curt Brink, Self
- Al, Brisack, Director of Athletics, Edgewood College
- Dan Day, Principal Engineer, D'Onofrio, Kottke & Associates
- Chris Ehlers, Chief Operating Officer, Veridian Homes
- John Kneer, President, Rettler Corporation
- Tom Mathies, Supervisor, Town of Verona
- Brian Munson, Principal, Vandewalle & Associates
- Deanna Schmidt, City Planner, City of Fitchburg
- Tim, Semmann, Community Development Director, Village of Waunakee
- Judith Stadler, Resident, City of Fitchburg
- Brian Standing, Senior Planner, Dane County Planning & Development
- Rishika Tamula, Project Assistant, Farmland Preservation Plan, Dane County Planning & Dev
- Wade Thompson, Community Development Planner, City of Fitchburg Planning and Zoning Dep
- Sebastian Waldvogel, Project Assistant, Farmland Preservation Plan, Dane County Planning & Dev