

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

**November 10, 2022**

**Hybrid Meeting**

**6:00 pm**

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**Commissioners Attending in Person:** Kris Hampton, David Pfeiffer (Chair), David Wallner

**Commissioners Attending via Zoom:** Maureen Crombie, Steve Greb (6:40 pm), Barbara Harrington-McKinney, Peter McKeever, Cynthia Richson (until 6:30 pm), Jim Schuler (7:25 pm), Caryl Terrell, Nick Zavos

**Commissioners Absent:** Anthony Gray, Heidi Murphy

**Staff Present:** Sean Higgins, Mike Rupiper, Haley Smith, Steve Steinhoff

**Others Present:** Timothy Chapman, Kathleen Fitzgibbon, Michael Friend, Steve Glass, Tom Mathies, Susan Millar, Brian Standing, Rishika Tamula and 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. Welcome New Commissioner

Chair Pfeiffer welcomed Commissioner Cynthia Richson and introductions were made. Commissioner Richson replaced Mark Geller as an appointee from the Dane County Towns Association (DCTA).

4. **CARPC Resolution 2022-13, Expressing Appreciation to Mark Geller for his Service and Contribution to the Capital Area Regional Planning Commission (*actionable item*)**

Mr. Hampton moved for approval of CARPC Resolution 2022-13, Expressing Appreciation to Mark Geller for his Service and Contribution to the Capital Area Regional Planning Commission; Ms. Richson seconded. The motion passed on a voice vote.

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

- a) **Minutes of the October 13, 2022, CARPC Meeting**
- b) **Approval of the WI Salt Wise Program Manager job description**
- c) **Authorization for the Agency Director to Execute the Annual Agreement with the City of Madison for Transportation Planning Services in 2023**
- d) **September 2022 Financial Statements and the October 2022 Operating Account Reconciliation**

Ms. Crombie moved for approval of the Consent Agenda; Mr. Wallner seconded. The motion passed on a voice vote. Mr. McKeever was pleased with the plan to bring the WI Salt Wise Program into CARPC.

6. Informational Presentation by 350 Wisconsin (10:50 – 46:12)

Steve Glass, Liaison to CARPC and the Dane County Board and Susan Millar, Co-Lead on Community Climate Solutions Team, from 350 Wisconsin, provided an overview of their organization to the Commission. 350 Wisconsin is a group of climate concerned citizens and an independent local affiliate of 350 US. Their mission is to mobilize grassroots power to change hearts, minds, laws and policies to make transformational progress toward environmental justice and solving the climate crisis by 2030. They view CARPC as sharing many of their goals and common interests and their strategy is to engage like-minded individuals and organizations in that effort. 350 Wisconsin and the CARPC Regional Development Framework have similar goals in reducing greenhouse gas emissions and fostering community resilience to climate change. Their website can be found at: [www.350wisconsin.org](http://www.350wisconsin.org). ([350 Wisconsin Intro CCST Nov 2022 for CARPC Focus on Dane Co CWG.pdf](#)).

Discussion ensued. Ms. Terrell inquired about their website, events and volunteer opportunities. Mr. McKeever stated that much of what CARPC does is out of the public eye and encouraged 350 Wisconsin to continue to submit their information, comments and opinions to the Commission. Chair Pfeiffer asked if the organization saw their primary focus as being citizen mobilization. 350 Wisconsin responded that yes but working with organizations and being a resource for the City of Madison has also been part of their engagement process. Mr. Steinhoff said he was scheduled to meet with the group and give a presentation in early 2023. Mr. Rupiper mentioned that working together on the Tree Canopy group might be a good area for collaboration. Mr. Friend asked about sharing contact information for local planning commissions. Ms. Terrell suggested that a brainstorming session might be another good opportunity to work together. Chair Pfeiffer went back to Mr. Friend's point about contacts at the local planning commission level as being the better opportunity to effect change in the planning process.

7. Draft Dane County Farmland Preservation Plan Update Presentation – Dane County Planning Division Staff (46:15 – 1:39:45)

Sebastian Waldvogel and Rishika Tamula, Project Assistants, and Brian Standing, Senior Planner with the Dane County Department of Planning and Development provided the Commission with an update to their February 2022 presentation as the Draft Farmland Preservation Plan Update gets closer to its upcoming public hearing on November 15, 2022. ([Dane Co 2022 Farmland Preservation Update-CARPC Presentation 2022-11-10.pdf](#)).

Discussion ensued. Mr. McKeever noted that several of the recommendations for policy changes require state and legislative action. He asked what the views of the state and county farm bureaus were on this plan or plans like it. Mr. Standing responded that the Dane County Farm Bureau has not responded, but the Wisconsin Dairy Association did respond, and the Farmland Preservation Plan is generally consistent with their goals. He has heard that there is bipartisan interest and felt the timing might be right for the increases in the tax credits. Mr. Hampton asked how many farmers in Dane County were participating in this program. Mr. Standing said precise numbers were not available but that it might be about 1,200 people. Mr. Hampton asked how successful the program had been in keeping land in agriculture and if Dane County had anything in place to help young farmers start farming. Mr. Standing said the program has been very successful from a historical perspective and in comparison, to Waukesha County. He noted that the County Extension offers programs and that the Purchase of Conservation Easement Program is important because it reduces the cost of farmland for new farmers.

Chair Pfeiffer asked if the County has identified goals for what it is seeking from the Farmland Preservation Plan and if there was something measurable to know if it is succeeding. Mr. Standing replied that the primary goal is to keep agricultural a viable economic activity through the 21st century. Secondary goals are the shaping and pacing of urban growth, supporting the diversification of crops, maintaining water quality and encouraging conservation practices on farms. Measurable goals include participation in the Farmland Preservation Program and the number of farms that have certificates and plans for conservation standards. Chair Pfeiffer then asked about penalties / enforcement mechanisms if farmers decide to leave farming. Mr. Standing stated that would require repayment of prior tax credits and the state has mechanisms in place to address that. The hope is that local municipalities would also have ways to address that issue in their comprehensive plans. A member of the public asked if small farms could participate in and benefit from the Farmland Preservation Plan and what Dane County has done to keep the farms family owned. Mr. Standing

responded that the state does not set a size limit to claiming the credit, but because it is a per acre credit it is of more interest to larger farms. However, some other policies in the program might apply to them too. Keeping small farms family owned may not be something Dane County is doing as much as a unique mix of having relatively affordable land, good soil, a market for consumable crops and other economic opportunities such as holding a job in the Madison area and a good transportation network may be contributing factors. Mr. Steinhoff asked if any of the surrounding counties participate and to what extent does the County coordinate with communities beyond county limits. Mr. Standing noted that some of the surrounding counties participate.

**8. CARPC Resolution 2022-11, Establishing the WI Salt Wise Program and Associated Staff Position within CARPC (*actionable item*)**

Mr. McKeever moved for approval of CARPC Resolution 2022-11, Establishing the WI Salt Wise Program and Associated Staff Position within CARPC; Mr. Hampton seconded. The motion passed on a voice vote.

**9. CARPC Resolution 2022-12, Adopting the CARPC 2023 Work Program (*actionable item*)**

Mr. Wallner moved for approval of CARPC Resolution 2022-12, Adopting the CARPC 2023 Work Program; Mr. McKeever seconded. The motion passed on a voice vote.

**10. Proactive Planning Committee Update**

Chair Pfeiffer reported that work-to-date has primarily been focused on getting out to municipalities to learn about their issues and how CARPC can help establish more proactive and cooperative planning efforts throughout the region. Reception has been generally positive with municipalities expressing CARPC does have an important role to play in encouraging better planning earlier in the process and with more informed participation from all stakeholders to avoid conflict in later planning stages. Mr. Steinhoff added that the Committee itself has met three times and held twenty-five municipal meetings that have been invaluable in terms of the information gathered and relationship building. Discussions focused on the importance of inter-governmental cooperation on comprehensive planning and the roles that CARPC can play in fostering such practices. Concepts were explored such as joint planning similar to past Future Urban Development Area (FUDA) planning that could result in a larger-scale Urban Service Area Amendment application. Mr. Rupiper added that he sees this as FUDA 2.0, learning from past efforts and making improvements. Regional planning issues like farmland preservation and climate resilience, among others, cannot be addressed in the sewer service area amendment process given the limitations of state statutes. Instead, those issues must be addressed through the comprehensive planning process. Chair Pfeiffer also noted that while all communities have different issues, the hope is that we can identify examples of best practices, elevate them and find opportunities to develop new practices with success and elevate those for a more collaborative and proactive planning process that will achieve the results that all parties say they want.

**11. Reports**

- a) Executive Chairperson and Executive Committee
  - (1) Potential Amendments to CARPC 2023 Budget
  - (2) CARPC 2023 COVID Paid Time Off Benefit
  - (3) Assessment of Consistency Between Municipal Land Use Codes and the Regional Development Framework – Project Update
- b) Greater Madison MPO
- c) Agency Director/Division Director, Community and Regional Planning
- d) Deputy Agency Director/Division Director, Environmental Resources Planning

Chair Pfeiffer ceded floor to Mr. Steinhoff for discussion of the budget amendments. Mr. Steinhoff noted that the approval of the WI Salt Wise Resolution this evening was one component. The other is matching Dane County's inflationary salary increases of 9% for CARPC staff. Those two items and perhaps a couple minor adjustments will be brought before the Commission at the December meeting. Chair Pfeiffer said the Executive Committee also discussed the 2023 COVID Paid Time Off Benefit policy and are considering

matching Dane County's policy and other options. Mr. Steinhoff said that an agreement had been executed with the UW Department of Planning and Landscape Architecture to hire a project assistant in May 2023 to assess local zoning subdivision ordinances for consistency with the Regional Development Framework and identify potential changes to those codes. Local municipalities were solicited for contributions to extend that project through April 2024 as the scope warranted another semester. Six municipalities responded for a total of \$4,250 in contributions.

The Greater Madison MPO report was included in the packet materials.

Mr. Steinhoff covered most of his report in other discussions but added that data dashboards for the Regional Development Framework indicators are being developed. Planning assistance with the Village of Marshall and Rock County is ongoing and discussions are in the works for assisting the Town of Bristol with their comprehensive plan update and a potential joint planning collaboration with the City and Town of Sun Prairie. The open house was a big success with many people in attendance and good conversations resulting from it.

Mr. Rupiper responded to Ms. Terrell's question about comments CARPC may make regarding the Farmland Preservation Plan. He said that Chair Pfeiffer, Mr. Steinhoff and he had drafted a comment letter to state that the Commission supports farmland preservation planning, but that the sewer service area amendment recommendations in the plan would be more appropriately directed toward comprehensive planning rather than sewer service area amendments. Ms. Terrell asked about a letter of support for the Farmland Preservation public hearing next week. Chair Pfeiffer responded that we have a shared goal in that area and noted that the Agency should avoid the appearance of trying to regulate land use.

12. Future Agenda Items (next meeting is **December 8, 2022**, 6:00 pm, in room 354 of the City-County Building, 210 Martin Luther King Jr. Blvd., Madison and via Zoom).
  - An interest was expressed in learning more about housing affordability / homeownership and equity in the Madison area

### 13. Adjournment

Mr. Hampton moved for adjournment; Mr. Wallner seconded. The meeting adjourned at 8:20 pm.

Minutes taken by Haley Smith and reviewed by CARPC staff

Respectfully Submitted:



Kris Hampton, Secretary

### Members of the Public:

- Timothy Chapman, Volunteer, 350 Wisconsin
- Kathleen Fitzgibbon, Volunteer, 350 Wisconsin
- Michael Friend, Dane Co CWG Co-Lead, 350 Wisconsin
- Steve Glass, Liaison to CARPC and Dane County Board, 350 Wisconsin
- Tom Mathies, Supervisor, Town of Verona
- Susan Millar, Co-Lead Community Climate Solutions Team
- Brian Standing, Senior Planner, Dane County Planning & Development
- Rishika Tamula, Project Assistant, Farmland Preservation Plan, Dane County Planning & Development
- Sebastian Waldvogel, Project Assistant, Farmland Preservation Plan, Dane County Planning & Development